

**ADOPTED OPERATING BUDGET  
FISCAL YEAR 2013-2014**

Submitted to  
The Mayor and City Council  
by  
John N. Ogburn, III, City Manager

Adopted June 27, 2013

# 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.”



## A Brief History of Asheboro

1780	Citizens demand that the county seat be relocated from Johnstonville to a place more convenient for citizens of Randolph County. Asheboro, named for former governor Samuel Ashe, came into being on land owned by Jesse Henley.
1793	First session of court held in Asheboro.
1796	Asheboro received its charter from the State Legislature on Christmas Day.
1805	Large two-story frame building housed the court. The town began to take form on a 50-acre tract with the focal point as the courthouse on Main Street. For almost the first century of the town's existence, court-related business was the primary business of town.
1814	Asheboro designated a post office
1824	Jonathan Worth, a 22-year-old lawyer, took up residence in Asheboro 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.
1829	Formal government created. The town petitioned the legislature to reincorporate and appoint new commissioners so that improvements could be made.
1834	The first church in Asheboro, the Methodist Episcopal Church, was built.
1836	Lawyer and editor Benjamin Swain published the town's first newspaper, Southern Citizen, weekly from 1836-1844. In one of his editions, Swain called Asheboro an "uncommonly healthy and pleasant" village of about 100 inhabitants.
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. By this time, much of the wealth of the town resulted from gold mining operations nearby.
1876	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.
1889	The High Point, Randleman, Asheboro and Southern Railroad arrived in Asheboro, 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.
1890	Population was 510
1897	The Bank of Randolph, and Asheboro Telephone Company were established.
1900	Population was 992
1908	Acme Hosiery Mills was chartered on December 19, 1908. The original product was cotton stockings.
1909	County courthouse completed on Worth Street at a cost of \$34,000
1910	Population was 1,865
1911	Asheboro Fire Department was organized

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.

1920

Population was 2,559

1930

Population was 5,021

1950s

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.

1979

North Carolina Zoo opens its first permanent exhibit



*Taken from L. Barron Mills, Jr.'s History of Asheboro, compiled for the 1996 Bicentennial.*

# 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 2010 Census indicates Asheboro had a population of 25,284 people and the population of Randolph County was counted to be 142,466. 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.



## **City Council**

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

## **City Manager**

John N. Ogburn, III

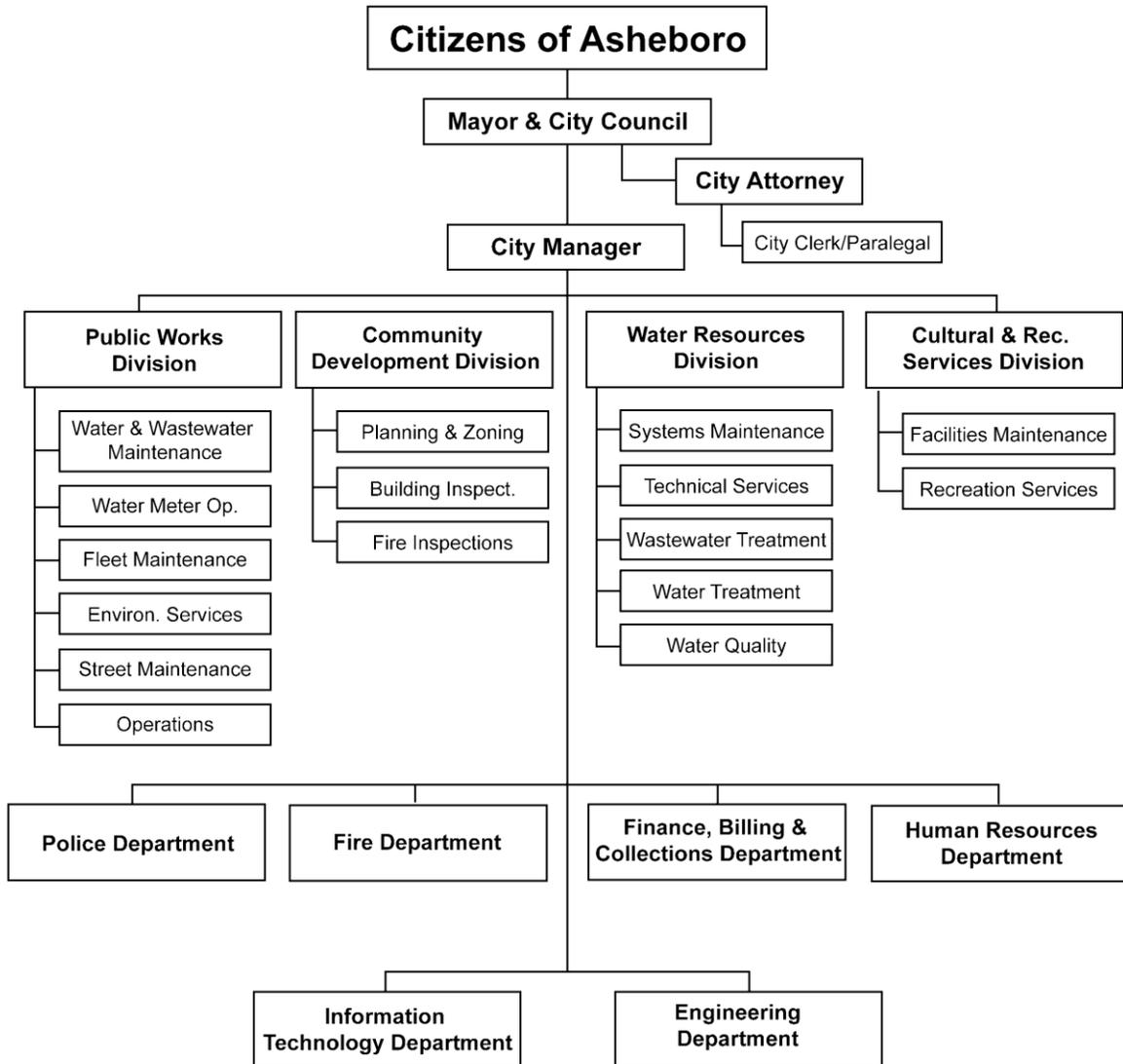
## **City Attorney**

Jeff Sugg

## **Department Heads**

Debbie Reaves, Finance and Utility Billing & Collection  
Jeff Sugg, Legal Services  
Todd Stout, Information Technology  
Trevor Nuttall, Community Development/Planning & Zoning  
Rickey Wilson, Police  
Roy Wright, Fire  
Larry Trotter, Building Inspections  
Mike Jones, Fire Inspections  
David Hutchins, Operations  
Terry Reeder, Fleet Maintenance  
Dwain Maness, Street Maintenance  
Michael Leonard, Engineering  
Kermit Williamson, Environmental Services  
Myers Johnson, Human Resources  
Felix Ward, Cultural & Recreation Services  
Jonathan Sermon, Recreation Services  
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

# Organizational Chart City Divisions & Departments



## Authority, Board, Commission & Committee Members

### **Airport Authority**

Steve Knight, *Chair*  
Keith Crisco  
Murray Marsh, Jr.  
Jim Rich  
Curtis Williams

### **Alcoholic Beverage Control Board**

Stephen R. Knight  
Robert E. Morrison  
J. Brooke Schmidly, *Chair*

### **Planning Board/ Board of Adjustment**

Van Rich, *PB Chair & BoA Chair*  
Tom White, *PB Vice Chair*  
James Lindsey, *BoA Vice Chair*  
Ritchie Buffkin  
Lynnette Garner  
David Henderson  
Luther Hollingsworth  
Darrell Lewis  
Ben Tuggle  
Dave Whitaker

### **Redevelopment Commission**

Linda Carter, *Chair*  
Cynthia Bailey, *Vice Chair*  
Tommy Lemonds  
Martha Norman  
Katie Snuggs  
Roger Spoon  
David Jarrell  
Michael Moore

### **Retiree Attraction Committee**

David Smith, *Chair*  
Janet Harlee, *Vice Chair*  
Deborah Bain  
Janet Blakley  
David Caughron  
Jim Culberson  
Neal Griffin  
Ross Holt  
Bill Hoover  
Duffy Johnson  
Leigh Anna Johnson  
Gail Moore  
Tammy O'Kelley  
Candie Rudzinski  
Derrick Sides  
Glenn Thaler  
Wayne D. Thomas  
Freddy Wehunt

### **Sports Policy Review Committee**

Wayne Thomas, *Chair*  
John Matkins, *Vice Chair*  
Ed Bunch  
Gary Mason  
Joe Trogdon  
Greg York

John N. Ogburn, III  
City Manager  
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## **CITY OF ASHEBORO**

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

May 24, 2013

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 Mike Hunter  
Council Member Walker Moffitt  
Council Member Charles Swiers

From: John N. Ogburn III, City Manager

Subject: 2013-2014 Annual Budget

### **THE CITY OF ASHEBORO 2013-2014 ANNUAL OPERATING BUDGET**

#### **1. Introduction**

In accordance with the North Carolina General Statutes Article 159-11, I present the 2013-2014 annual budget representing the financial and operational plan for the upcoming fiscal year. The fiscal year 2013-2014 budget is balanced at \$38,433,551.

#### **2. General Fund Revenues**

I recommend that the property tax rate remain at \$0.55 cents \$100.00 value for this budget year. Early projections for the City of Asheboro tax valuation for the 2013-2014 set valuation to be about \$2,266,731,142. This estimate is comparable to the current 2012-2013 projections. Next year, the real property *revaluation* will occur (revaluation

originally scheduled to occur this year pushed back one year). The Randolph County Tax officials are already seeing strong evidence of declines of municipal and special district valuation and have advised us to plan accordingly. Based on the decreasing tax valuation and other flat and declining revenue sources noted below, there is a strong possibility there will be a property tax increase in the next budget year.

Aside from ad valorem tax revenues, our other main sources of revenue consist of Sales Tax, Powell Bill (gas tax) and Utilities Franchise Tax. Although the economy is showing signs of improvement, these revenue sources, which are consumer driven, remain relatively flat in comparison to last few years.

Prior to the economic recession, Sales Tax revenue grew at a rate of 3%-4%. In budget year 2007-2008, there was a zero percent increase in sales tax revenue followed by a 9% decrease in 2008-2009. Considering an average growth rate of 3.5% prior to the recession, the City of Asheboro has lost over \$701,000 in sales tax revenue that would have been available to support operations over the past few years if there had not been a recession. Economic high unemployment indicators do not reflect that this revenue source will grow at a consistent 3-4% rate over the next several years if ever again.

Powell Bill revenue is generated from the gas tax paid by consumers at the gas pump and is distributed by the State of North Carolina to municipalities across the state to support maintenance and repair of the road / highway system. Distribution is primarily based on city limit population and street miles. Currently the City of Asheboro is anticipating about \$650,000 in revenue from this source in FY 2013-2014. It is anticipated that the NC General Assembly will cap the gas tax paid at the pump and as a result, Powell Bill Revenue will be decreasing in future years.

Interest on investments was a significant source of revenue to support operations in historical years. In the two years prior to the 2008-2009 budget years, the City's General Fund received in excess of \$420,000 of operating income from this source. For the current operating year, the City of Asheboro is anticipating about \$16,000 from interest on investments.

Over the past three years, considering the economic environment, the City of Asheboro has used an appropriation of Fund Balance to support operations in order to continue to provide the same high level of service as it always has. The budget I am recommending is set at a level that I believe will allow the City of Asheboro to continue providing the same level of services in FY 2013-2014 with much less demand on the City of Asheboro fund balance.

### **3. Water & Sewer Fund Revenues**

I am recommending the minimum water bill inside city limits remain at \$13.77 and the minimum bill for sewer services inside city limits remain at \$16.84. I am also recommending that the consumption rate remain at \$2.63 per 100 cf. over first 150 cf.

usage. For an inside water & sewer city limit customer, the minimum bill is only one dollar per day.

The City of Asheboro Water & Sewer fund is fully supported by revenues generated from its operations. The City of Asheboro's rate model in the past has been set at a level that provides the appropriate level of revenue to support general operational needs and some infrastructure needs.

The major sources of revenue from water and sewer fund operations come from water and sewer charges, sampling and monitoring fees, surcharges and septic tank discharge fees. Water and sewer charges are paid by all users – individuals, businesses and industry. All other major sources noted above are paid by businesses and industry.

Over the past several years, the City of Asheboro has slowly made necessary “below ground” improvements to our water and sewer distribution system with relatively little change in rates. Some of these improvements have been extension of water and sewer lines to individuals who have requested to be annexed into the City of Asheboro. And some of these improvements have been to replace old galvanized pipes that are no longer delivering water at the quality level desired.

With these underground infrastructure improvements mostly behind us, we now need to address some more substantial costs associated with aging plant property and equipment. For example, the current year budget includes an allocation of \$1,000,000 for a “digester cover” and \$86,000 for trickling filter and nitrification impellers at the waste water treatment plant. The “digester” process and the “nitrification” process are the most important processes in the treatment of waste. The digester process is a 40 day process that breaks down nutrients in the solid waste so that the resulting sludge can be disposed of in a safe manner. The digester cover we are replacing was put in service in 1968. The nitrification process relates to the treatment of liquids. The nitrification process creates small bubbles that purify the liquid by taking out harmful nitrogen and phosphorous. The trickling filter impellers and nitrification impellers are essential parts in the pumps that move the waste as it is being treated.

Also included in the current budget is \$757,000 to make filter media upgrades including air scour system at the Water Treatment Facility. The treatment process pushes water thru various filters that purify the water by taking out any particles (organics, dirt, sand, etc.) that cloud and detract from the purity of the water we drink. These upgrades are will improve the filter process by allowing us to increase efficiency and reduce water use during in water treatment process.

#### 4. **Fund Allocations:**

General Fund:	\$23,143,485
Water and Sewer Fund:	<u>\$15,290,066</u>
Total:	\$38,433,551

## **FISCAL YEAR 2012-2013 BUDGET HIGHLIGHTS**

### **General Fund Property Tax Rate**

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

### **General Fund Departmental Expenditure allocations are as follows:**

#### General Government:

Mayor & Governing Body	\$121,081
City Manager's Office	187,717
Finance Office	384,634
Legal & City Clerk	161,916
Information Technology	170,861
Municipal Building	84,600
Planning & Zoning	465,555
Fleet Maintenance	1,206,301
Human Resources	484,926
Total	<hr/> \$3,267,591

#### Public Safety

Police	6,673,028
Fire	3,499,472
Building Inspection	151,272
Fire Inspection	254,373
Total	<hr/> \$10,578,145

Transportation	
Operations	666,035
Street	2,355,391
City Engineer	199,783
Airport Authority	62,450
Total	<hr/> \$3,283,659
Environmental Protection	
Environmental Services	2,371,880
Recycling Transfer Station	197,761
Total	<hr/> \$2,569,641
Culture and Recreational	
Arts & Cultural Services	432,007
Recreation Services	904,836
Municipal Golf Course	177,847
Library	268,163
Facilities Maintenance	1,661,596
Total	<hr/> \$3,444,449

### **Water & Sewer Fund Rates**

Water and Sewer Rate recommended as follows:

- The minimum bill for all customers includes 150 cf usage.
- Inside City Limits: water minimum bill \$13.77 and sewer minimum bill \$16.84
- Inside City Limits consumption fee of \$2.63 per 100 cf over minimum
- Outside City Limits- water minimum bill \$34.43 and sewer minimum bill \$42.10
- Outside City Limits consumption fee of \$6.58 per 100 cf over minimum

**Water & Sewer Fund Departmental Expenditure allocations are as follows:**

Billing & Collection	\$416,428
Water Meter Operations	705,510
Water Maintenance	1,034,734
Wastewater Maintenance	1,392,922
Water Resources Division	
Water Supply & Treatments	3,489,550
Wastewater Treatment	6,232,309
Technical Services	192,847
Systems Maintenance	1,269,004
Water Quality	556,762
Total	<hr/> \$15,290,066

The 2013-2014 fiscal year budget will be presented at a special meeting of the Asheboro City Council on Thursday, May 30, 2013. The Council will convene a public hearing at the regular council meeting on June 6, 2013. The budget adoption is scheduled for 12:00 noon on Thursday June 27, 2013. A copy of the proposed budget will be available in the City Clerk's office for public inspection during regular business hours.

In closing, on behalf of the Department Heads and staff, Asheboro is exactly where we want to be!

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, 2013 and ending June 30, 2014, 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	121,081
10-420	City Manager's Office	187,717
10-440	Finance Office	384,634
10-450	Legal & City Clerk	161,916
10-480	Information Technology	170,861
10-490	Planning/Community Development	465,555
10-500	Municipal Building Headquarters	84,600
10-510	Police Department	6,673,028
10-530	Fire Department	3,499,472
10-540	Building Inspections Department	151,272
10-545	Fire Inspections Department	254,373
10-550	Operations Division - Public Works	666,035
10-555	Fleet Maintenance	1,206,301
10-565	Street Maintenance	2,355,391
10-575	City Engineer Office	199,783
10-580	Environmental Services	2,371,880
10-585	Recycling Transfer Station	197,761
10-590	Human Resources	484,926
10-615	Arts & Cultural Services	432,007
10-620	Recreation Services	904,836
10-625	Municipal Golf Course	177,847
10-630	Library	268,163
10-640	Facilities Maintenance	1,661,596
10-650	Airport Authority	62,450
	Total Appropriations	23,143,485

Section 2: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Ad Valorem Taxes (Real & Vehicle)	12,972,000
Tax on Short Term Rental Vehicles	24,000
ABC Board Revenue	192,000
Beer & Wine Tax Revenue	110,000
Privilege Licenses	330,000
Cable TV Franchises	190,000
Concessions and Merchandise	65,025
Contracted Maintenance NCDOT	21,000
Utilities Franchise Tax - State	1,900,000
Powell Bill Allocation - State	650,000
Local Sales Tax & Hold Harmless Funds	4,475,000
Building Permits	45,000
Inspection Fees	40,800
Rezoning, Stone, Burial Fees & Cemetery Fees	27,000
US Justice – DEA Reimbursement for OT	126,000
Charges for Services - Refuse Collection	950,000
Recycling Revenues	18,000
Recreation Program Revenues	355,800
Grant (SAFER) Proceeds	25,000
Proceeds of Lease Purchase Financing	28,000
Transfer Station Revenue (new)	75,000
Reimbursement from Asheboro City Schools –SRO Officers	240,000
All Other Revenues	283,860
 Total Estimated Revenues	 23,143,485

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, 2013 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, 2013.

**Sanitation Department Fees:**

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Residential Can / per month	\$0
Commercial Can / per month	\$10
Residential Dumpster / per pick-up	\$24
Commercial Dumpster / per pick-up	\$24
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
Dumpster Rent / per month	\$21
Dumpster Clean / Replace / each	\$100
Cardboard Dumpster / per pick-up	\$20
Recycling Dumpster / per pick-up	\$20
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	\$50
per scoop	
Tires Collection / each	\$5
C&D /Building Materials / per scoop	\$20
Curb side pick-up	\$10
Electronics Collection	\$10
White Goods Collection	\$10

**Recycling Transfer Station Fees:**

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Tipping Fee per Ton	\$48

**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/Activity</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

<u>Facility/Activity</u>	<u>Service</u>	<u>City Resident</u>	<u>Non-Resident</u>
Youth Sports Fees:			
	City Resident	\$20	\$50
	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

<u>Facility/Activity</u>	<u>Service</u>	<u>City Resident</u>	<u>Non-Resident</u>
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			
	Junior (Summer June-August)	\$75	\$125
	Individual	\$365	\$465
	Senior	\$290	\$390
	Senior Couple	\$475	\$575
	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

Daily Fee	\$5
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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, 2013 and ending June 30, 2014, 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	416,428
30-810	Water Meter Operations	705,510
30-820	Water Supply and Treatment	3,489,550
30-830	Wastewater Treatment	6,232,309
30-840	Water Maintenance	1,034,734
30-850	Wastewater Maintenance	1,392,922
30-860	Technical Services	192,847
30-870	Systems Maintenance	1,269,004
30-880	Water Quality	556,762
	Total Appropriations	15,290,066

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, 2013 and ending June 30, 2014:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Sale of Water	6,949,172
Sewer Charges	5,240,753
Sampling and Monitoring Fees	33,401
Surcharges	216,708
Septic Tank Discharges	43,545
Water and Sewer Connection Fees	80,499
Late & Return Check Fees	337,238
Proceeds from Lease Purchase	2,176,000
Other Revenues	212,750
Total Estimated Revenues	15,290,066

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, 2013.

**Water and Sewer Billing Department**

<u>SERVICE</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Monthly Cost		
Water Minimum Fee	\$13.77	\$34.43
Sewer Minimum Fee	\$16.84	\$42.10
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.	\$2.63	\$6.58
Sewer-per 100 cu. ft. over 150 cu. ft.	\$2.63	\$6.58
Sewer Only Service (monthly)		
Residential Customer	\$19.60	\$39.94
Commercial Customer	\$27.00	\$54.75
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>
<b>Water Tap Rates</b>		
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,	\$1,755	\$2,633
<b>Box</b>		
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	\$500	\$750
<b>svc.</b>		
2" New Meter, existing svc.	\$650	\$975
Services not listed	Cost	Cost plus 50%
<b>Sewer Tap Rates</b>		
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.asheboronc.gov](http://www.asheboronc.gov) or [www.ci.asheboro.nc.us](http://www.ci.asheboro.nc.us)

TOTAL GROSS BUDGET	\$38,433,551
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Adopted this the 27th day of June 2013.

*s/ David H. Smith*

\_\_\_\_\_  
David H. Smith, Mayor

ATTEST:

*s/ Holly H. Doerr*

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Holly H. Doerr, CMC, NCCMC, City Clerk

CITY OF ASHEBORO  
SCHEDULE OF GENERAL FUND LONG-TERM DEBT  
Fiscal Year 2013-2014

	INCEPTION	ORIGINAL	INTEREST	MATURITIES	PRINCIPAL	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
PURPOSE	DATE	AMOUNT	RATE	BY YEAR	RETIRED	DUE	DUE	PAYMENT	PRINCIPAL
REFUNDING 2005	9/1/05	\$912,997	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
			3.50%	2009-10	\$111,315				\$421,177
			3.50%	2010-11	\$109,174				\$312,003
			3.50%	2011-12	\$107,569				\$204,434
			3.50%	2012-13	\$104,893				\$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					\$813,456	\$99,541	\$3,746	\$103,287	
TOTAL GENERAL OBLIGATION INDEBTEDNESS						\$99,541	\$3,746	\$103,287	
INSTALLMENT	03/27/01	\$850,000	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
				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				\$283,420
				2012-13	\$69,851				\$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	\$0
TOTAL					\$636,431	\$213,569	\$18,522	\$232,091	

CITY OF ASHEBORO  
SCHEDULE OF GENERAL FUND LONG-TERM DEBT  
Fiscal Year 2013-2014

PURPOSE	INCEPTION DATE	ORIGINAL AMOUNT	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
INSTALLMENT	4/27/2011	\$822,835	3.34%	2010-2011	\$25,740				\$797,095
PURCHASE				2011-2012	\$157,479				\$639,616
VEHICLES & EQUIPMENT		final pmt 3-27-16		2012-2013	\$162,820				\$476,796
(POLICE(30%), OPERATIONS (3%),				2013-2014		168,342	13,363	181,706	\$308,454
ENVIRONMENTAL SERVICE (59%),				2014-2015		174,052	7,654	181,706	\$134,402
FACILITIES MAINTENANCE (8%)				2015-2016		134,402	1,877	136,279	\$0
TOTAL					\$346,039	476,796	22,895	499,691	
INSTALLMENT	1/19/2012	\$138,483	1.69%	2011-2012	\$13,993				\$124,491
PURCHASE		final pmt 1-19-2016		2012-2013	\$33,987				\$90,504
VEHICLES & EQUIPMENT				2013-2014		34,566	1,263	35,829	\$55,938
STREET DEPARTMENT				2014-2015		35,155	674	35,829	\$20,783
				2015-2016		20,783	117	20,900	\$0
TOTAL					\$47,980	\$90,504	\$2,054	\$92,557	
INSTALLMENT	9/20/2012	\$1,200,000	1.86%	2012-2013	\$128,571				\$1,071,429
PURCHASE		final pmt 9-20-19		2013-2014		\$171,429	\$18,733	\$190,161	\$900,000
Sunset Theatre				2014-2015		\$171,429	\$15,544	\$186,973	\$728,572
				2015-2016		\$171,429	\$12,356	\$183,784	\$557,143
				2016-2017		\$171,429	\$9,167	\$180,596	\$385,715
				2017-2018		\$171,429	\$5,979	\$177,407	\$214,286
				2018-2019		\$171,429	\$2,790	\$174,219	\$42,858
				2019-2020		\$42,857	\$199	\$43,057	\$0
TOTAL					\$128,571	\$1,071,429	\$64,768	\$1,136,196	\$3,900,004

CITY OF ASHEBORO  
SCHEDULE OF GENERAL FUND LONG-TERM DEBT  
Fiscal Year 2013-2014

	INCEPTION	ORIGINAL	INTEREST	MATURITIES	PRINCIPAL	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
PURPOSE	DATE	AMOUNT	RATE	BY YEAR	RETIRED	DUE	DUE	PAYMENT	PRINCIPAL
INSTALLMENT	5/13/2013	\$1,168,691	1.256%	2012-2013	\$19,213				\$1,149,478
PURCHASE		final pmt 4/13/18		2013-2014		\$232,135	\$13,104	\$245,239	\$917,343
Vehicles and Equipment				2014-2015		\$235,067	\$10,035	\$245,103	\$682,276
(Police 31%, Operations 5%, Fleet 5%)				2015-2016		\$238,037	\$7,202	\$245,239	\$444,239
Env. Services 28%, Facilities 6%,				2016-2017		\$241,044	\$4,195	\$245,239	\$203,195
Water Fund 25%)				2017-2018		\$203,195	\$1,172	\$204,366	\$0
TOTAL					\$19,213	\$1,149,478	\$35,708	\$1,185,185	
					PRINCIPAL	OUTSTANDING	OUTSTANDING	TOTAL	
TOTAL GENERAL FUND					RETIRED	PRINCIPAL	INTEREST	OUTSTANDING	
LONG-TERM DEBT					\$1,991,689	\$3,101,316	\$147,693	\$3,249,008	
				MATURITIES	PRINCIPAL	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
				BY YEAR	RETIRED	DUE	DUE	PAYMENT	PRINCIPAL
<b>SUMMARY OF MATURITIES</b>									
<b>ON CURRENT OBLIGATIONS</b>				2000-01	\$9,263	\$0	\$0	\$0	\$840,737
<b>BY FISCAL YEAR</b>				2001-02	\$37,705	\$0	\$0	\$0	\$803,032
				2002-03	\$39,879	\$0	\$0	\$0	\$763,153
				2003-04	\$42,063	\$0	\$0	\$0	\$721,090
				2004-05	\$44,606	\$0	\$0	\$0	\$676,484
				2005-06	\$81,430	\$0	\$0	\$0	\$1,508,051
				2006-07	\$167,102	\$0	\$0	\$0	\$1,340,949
				2007-08	\$167,753	\$0	\$0	\$0	\$1,173,196
				2008-09	\$169,809	\$0	\$0	\$0	\$1,003,387
				2009-10	\$170,352	\$0	\$0	\$0	\$833,035
				2010-11	\$197,357	\$0	\$0	\$0	\$1,458,513
				2011-12	\$345,036	\$0	\$0	\$0	\$1,251,960
				2012-13	\$519,335	\$0	\$0	\$0	\$3,101,316
				2013-14	\$0	\$772,401	\$60,463	\$832,864	\$2,328,916
				2014-15	\$0	\$701,337	\$40,425	\$741,761	\$1,627,579
				2015-16	\$0	\$626,197	\$23,303	\$649,501	\$1,001,382
				2016-17	\$0	\$412,472	\$13,362	\$425,835	\$588,910
				2017-18	\$0	\$374,624	\$7,150	\$381,773	\$214,286
				2018-19	\$0	\$171,429	\$2,790	\$174,219	\$42,858
				2019-20	\$0	\$42,857	\$199	\$43,057	\$0
TOTAL GENERAL FUND									
LONG-TERM DEBT					\$1,991,689	\$3,101,316	\$147,693	\$3,249,008	\$1,001,382

CITY OF ASHEBORO  
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT

Fiscal Year 2013-2014

PURPOSE	INCEPTION DATE	ORIGINAL AMOUNT	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
									\$7,617,003
REFUNDING 2005	9/1/05	\$7,617,003	3.50%	2005-06	\$285,749				\$7,331,254
GENERAL OBLIGATION BOND DEBT			3.50%	2006-07	\$977,798				\$6,353,456
(SANITARY SEWER PORTION)			3.50%	2007-08	\$959,939				\$5,393,517
			2.90%	2008-09	\$951,009				\$4,442,508
			3.50%	2009-10	\$928,685				\$3,513,823
			3.50%	2010-11	\$910,826				\$2,602,997
			3.50%	2011-12	\$897,431				\$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
<b>TOTAL BONDED DEBT</b>									
<b>WATER AND SEWER FUND</b>					\$5,911,437	\$1,705,566	\$90,949	\$1,731,819	
<b>SANITARY SEWER</b>	12/1/1995	\$5,000,000	5.30%	1995-97					\$5,000,000
<b>STATE BOND</b>			5.30%	1997-98	\$250,000				\$4,750,000
<b>LOAN PROGRAM</b>			5.30%	1998-99	\$250,000				\$4,500,000
<b>E-SBF-T-95-00018</b>			5.30%	1999-00	\$250,000				\$4,250,000
			5.30%	2000-01	\$250,000				\$4,000,000
			5.30%	2001-02	\$250,000				\$3,750,000
			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				\$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	\$0
<b>TOTAL</b>					\$3,750,000	\$1,250,000	\$128,625	\$1,378,625	

CITY OF ASHEBORO  
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT  
Fiscal Year 2013-2014

PURPOSE	INCEPTION DATE	ORIGINAL AMOUNT	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
STATE REVOLVING LOAN PROGRAM	3/4/2005	\$2,462,986	2.66%	2005-2006	\$123,149				\$2,339,837
SEWER PROJECT				2006-2007	\$123,149				\$2,216,687
PROJ #CS370403-04				2007-2008	\$123,149				\$2,093,538
STATE PROJ #E-SRF-T-02-0126				2008-2009	\$123,149				\$1,970,389
				2009-2010	\$123,149				\$1,847,240
				2010-2011	\$123,149				\$1,724,090
				2011-2012	\$123,149				\$1,600,941
				2012-2013		\$123,149	\$36,277	\$123,149	\$1,477,792
				2013-2014		\$123,149	\$33,487	\$159,427	\$1,354,643
				2014-2015		\$123,149	\$30,696	\$156,636	\$1,231,493
				2015-2016		\$123,149	\$27,906	\$153,846	\$1,108,344
				2016-2017		\$123,149	\$25,115	\$151,055	\$985,195
				2017-2018		\$123,149	\$22,325	\$148,264	\$862,045
				2018-2019		\$123,149	\$19,534	\$145,474	\$738,896
				2019-2020		\$123,149	\$16,743	\$142,683	\$615,747
				2020-2021		\$123,149	\$13,953	\$139,893	\$492,598
				2021-2022		\$123,149	\$11,162	\$137,102	\$369,448
				2022-2023		\$123,149	\$8,372	\$134,312	\$246,299
				2023-2024		\$123,149	5581.12	\$131,521	\$123,150
				2024-2025		\$123,149	\$2,791	\$125,940	\$0
<b>TOTAL</b>						\$1,600,941	\$253,941	\$1,849,301	
STATE REVOLVING LOAN PROGRAM	12/31/2006	\$4,987,267	2.66%	2005-2006					\$4,987,267
WATER PROJECT				2006-2007					\$4,987,267
STATE PROJ# H-LRX-F-02-0911		\$3,233,573		2007-2008					\$4,987,267
STATE PROJ# H-LRX-F-99-0911		\$1,589,700		2008-2009					\$4,987,267
STATE PROJ# H-LRX-R-DW-0911		\$163,994		2009-2010	\$249,363				\$4,737,904
				2010-2011	\$249,363				\$4,488,540
				2011-2012	\$249,363				\$4,239,177
				2012-2013		\$249,363	\$112,762	\$362,125	\$3,989,814
				2013-2014		\$249,363	\$106,129	\$355,492	\$3,740,451
				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	\$2,992,361
				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	\$2,244,271
				2020-2021		\$249,363	\$59,698	\$309,061	\$1,994,907
				2021-2022		\$249,363	\$53,065	\$302,428	\$1,745,544
				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	\$997,454
				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	\$249,364
				2028-2029		\$249,363	\$6,633	\$255,996	\$0
<b>TOTAL</b>						\$4,239,177	\$1,014,859	\$5,254,036	

CITY OF ASHEBORO  
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT  
Fiscal Year 2013-2014

PURPOSE	INCEPTION DATE	ORIGINAL AMOUNT	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
INSTALLMENT	5/13/2013	\$389,564	1.256%	2012-2013		\$6,404	\$408	\$6,812	\$383,160
PURCHASE				2013-2014		\$77,378	\$4,368	\$81,746	\$305,781
Vehicles and Equipment				2014-2015		\$78,356	\$3,345	\$81,701	\$227,425
(General Fund 75%,				2015-2016		\$79,346	\$2,401	\$81,746	\$148,080
w. meter 2%, W maint \$5%,				2016-2017		\$80,348	\$1,398	\$81,746	\$67,732
WW maint 2%, syst maint 16%)				2017-2018		\$67,731	\$391	\$68,122	\$0
<b>TOTAL</b>					\$0	\$389,564	\$12,311	\$401,874	
STATE REVOLVING	12/31/2013	\$475,857	0.00%	2014-2015		\$39,655	\$0	\$39,655	\$436,202
LOAN PROGRAM	proposed			2015-2016		\$39,655	\$0	\$39,655	\$396,548
WATER PROJECT				2016-2017		\$39,655	\$0	\$39,655	\$356,893
STATE PROJ# H-LRX-F-11-1718				2017-2018		\$39,655	\$0	\$39,655	\$317,238
				2018-2019		\$39,655	\$0	\$39,655	\$277,583
				2019-2020		\$39,655	\$0	\$39,655	\$237,929
				2020-2021		\$39,655	\$0	\$39,655	\$198,274
				2021-2022		\$39,655	\$0	\$39,655	\$158,619
				2022-2023		\$39,655	\$0	\$39,655	\$118,964
				2023-2024		\$39,655	\$0	\$39,655	\$79,310
				2024-2025		\$39,655	\$0	\$39,655	\$39,655
				2025-2026		\$39,655	\$0	\$39,655	\$0
<b>TOTAL</b>						\$475,857	\$0	\$475,857	

CITY OF ASHEBORO  
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT  
Fiscal Year 2013-2014

PURPOSE	INCEPTION	ORIGINAL	INTEREST	MATURITIES	PRINCIPAL	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
	DATE	AMOUNT	RATE	BY YEAR	RETIRED	DUE	DUE	PAYMENT	PRINCIPAL
<b>SUMMARY OF MATURITIES</b>				1995-97	\$0	\$0	\$0	\$0	\$5,000,000
<b>BY FISCAL YEAR</b>				1997-98	\$250,000	\$0	\$0	\$0	\$4,750,000
				1998-99	\$250,000	\$0	\$0	\$0	\$4,500,000
				1999-00	\$250,000	\$0	\$0	\$0	\$4,250,000
				2000-01	\$250,000	\$0	\$0	\$0	\$4,000,000
				2001-02	\$250,000	\$0	\$0	\$0	\$3,750,000
				2002-03	\$250,000	\$0	\$0	\$0	\$3,500,000
				2003-04	\$250,000	\$0	\$0	\$0	\$3,250,000
				2004-05	\$250,000	\$0	\$0	\$0	\$3,000,000
				2005-06	\$658,898	\$0	\$0	\$0	\$17,408,358
				2006-07	\$1,350,948	\$0	\$0	\$0	\$16,057,410
				2007-08	\$1,333,088	\$0	\$0	\$0	\$14,724,322
				2008-09	\$1,324,159	\$0	\$0	\$0	\$13,400,163
				2009-10	\$1,551,198	\$0	\$0	\$0	\$11,848,966
				2010-11	\$1,533,338	\$0	\$0	\$0	\$10,315,627
				2011-12	\$1,519,943	\$0	\$0	\$0	\$8,795,684
				2012-13	\$0	\$1,504,024	\$252,017	\$1,719,764	\$7,681,224
				2013-14	\$0	\$1,467,842	\$207,350	\$1,677,983	\$6,213,382
				2014-15	\$0	\$803,031	\$161,450	\$967,271	\$5,886,208
				2015-16	\$0	\$741,513	\$140,319	\$884,623	\$5,144,695
				2016-17	\$0	\$742,515	\$121,318	\$866,624	\$4,402,180
				2017-18	\$0	\$479,899	\$102,312	\$585,001	\$3,922,281
				2018-19	\$0	\$412,167	\$92,498	\$507,456	\$3,510,113
				2019-20	\$0	\$801,731	\$95,385	\$899,906	\$3,097,946
				2020-21	\$0	\$412,167	\$73,650	\$488,608	\$2,685,778
				2021-22	\$0	\$412,167	\$64,227	\$479,185	\$2,273,611
				2022-23	\$0	\$451,822	\$54,803	\$509,416	\$2,297,646
				2023-24	\$0	\$451,822	\$45,380	\$499,992	\$1,845,824
				2024-25	\$0	\$451,822	\$35,956	\$487,778	\$1,394,002
				2025-26	\$0	\$289,018	\$26,532	\$315,550	\$748,090
				2026-27	\$0	\$249,363	\$19,899	\$269,263	\$498,727
				2027-28	\$0	\$725,220	\$13,266	\$738,486	\$249,364
				2028-29	\$0	\$249,363	\$6,633	\$255,996	\$0
<b>TOTAL DEBT</b>									
<b>WATER AND SEWER FUND</b>					\$11,271,572	\$10,645,489	\$1,512,995	\$12,152,903	



# **CITY OF ASHEBORO GENERAL FUND**

GENERAL FUND REVENUES  
FY 2013-2014

Code: 10

ACCOUNT	Number	FY 12-13	
		Manager Recommended	Council Approved
AD VALOREM TAXES CURRENT YEAR	301-X00X		
AD VALOREM TAXES CURRENT YEAR - VEHICLES	301-20xx	750,000	750,000
AD VALOREM LEINS CURRENT YEAR	302-20xx	11,600,000	11,600,000
AD VALOREM TAXES PRIOR YEAR	302/304-0000	460,000	460,000
AD VALOREM TAXES PRIOR YEAR - VEHICLES	305-0000	100,000	100,000
ANIMAL TAXES AND FEES	314-0000	1,000	1,000
TAX PENALTIES AND INTEREST	317-0000	50,000	50,000
PENALTIES AND INTEREST - VEHICLES	317-0200	12,000	12,000
ABC BOARD REVENUE	320-0000	180,000	180,000
ABC BOARD LAW ENFORCEMENT FEE	320-0001	12,000	12,000
PRIVILEGE LICENSES	325-0000	330,000	330,000
TAXI CAB PERMITS	325-0100	10	10
CABLE FRANCHISES	325-0200	190,000	190,000
REZONING, STONE & BURIAL FEES	326-0000	25,000	25,000
INTEREST EARNED ON INVESTMENTS	329-0000	16,000	16,000
CONCESSIONS & MERCHANDISE	331-0000	725	725
CONCESSIONS & MERCHANDISE - GOLF	331-0001	8,700	8,700
CONCESSIONS & MERCHANDISE - LAKES	331-0002	10,700	10,700
CONCESSIONS & MERCHANDISE - PARKS	331-0003	9,000	9,000
CONCESSIONS & MERCHANDISE - ATHLETIC	331-0004	18,000	18,000
CONCESSIONS & MERCHANDISE - RECREATION	331-0005	1,000	1,000
CONCESSIONS & MERCHANDISE-SUNSET THEATER	331-0006	7,000	7,000
CONCESSIONS & MERCHANDISE - POOLS	331-0008	9,900	9,900
RENTS	331-0100	4,900	4,900
AIRPORT REVENUE	331-0200	6,200	6,200
MISCELLANEOUS REVENUE - VARIOUS	335-0100	131,100	131,100
PAYMENT IN LIEU OF TAXES	335-0200	26,000	26,000
LOCAL FIRE PROTECTION - STATE	335-0400	1,000	1,000
HABITAT FOR HUMANITY	335-0500	24,000	24,000
PERSONAL USE OF CITY VEHICLES	335-0600	9,000	9,000
CONTRACTED MAINTENANCE - NCDOT	335-0900	21,000	21,000
CONCERT SERIES SPONSORSHIP REVENUE	335-1300	9,200	9,200
RENTAL/VEHICLES - LOCAL TAX	336-0000	24,000	24,000
UTILITIES FRANCHISE TAX - STATE	337-0000	1,900,000	1,900,000
POWELL BILL ALLOCATION - STATE	343-0000	650,000	650,000
1% LOCAL SALES TAX - STATE-ARTICLE 39	345-0000	1,400,000	1,400,000
1/2% LOCAL SALES TAX - STATE-ARTICLE 40	346-0000	1,100,000	1,100,000
STATE HOLD HARMLESS FUND	346-0200	215,000	215,000
1/2% LOCAL SALES TAX - ARTICLE 42	346-0300	660,000	660,000
CITY HOLD HARMLESS - ARTICLE 14	346-0400	1,100,000	1,100,000
SOLID WASTE DISPOSAL TAX (7/1/08)	347-0000	11,400	11,400
ALCOHOLIC BEVERAGE TAX DISTRIBUTION	348-0000	110,000	110,000
GRANT - FIRE - SAFER	349-0301	25,000	25,000

GENERAL FUND REVENUES  
FY 2013-2014

Code: 10

ACCOUNT	Number	FY 12-13	
		Manager Recommended	Council Approved
US JUSTICE FUNDS (DEA)	350-0200	126,000	126,000
COURT COST, FEES AND CHARGES	351-0000	12,000	12,000
PARKING VIOLATION PENALTIES	352-0000	250	250
BUILDING PERMITS	355-0000	45,000	45,000
CERTIFICATE OF OCCUPANCY	356-0000	1,000	1,000
INSPECTION FEES	357-0000	35,000	35,000
FIRE INSPECTION FEES	357-1000	5,800	5,800
CHARGES FOR SERVICES - REFUSE COLL.	358-0000	950,000	950,000
RECYCLING REVENUES	358-0200	18,000	18,000
TRANSFER STATION REVENUE	358-0300	75,000	75,000
SALE OF CEMETERY LOTS	361-0000	2,000	2,000
GOLF COURSE FEES - TWILIGHT PROGRAM	365-0000	1,000	1,000
GOLF COURSE GREEN FEES	365-0100	65,000	65,000
GOLF COURSE ELECTRIC CART FEES	365-0200	61,000	61,000
GOLF COURSE ANNUAL DUES	365-0300	47,000	47,000
SWIMMING POOL FEES AND LESSONS	365-0400	50,000	50,000
TENNIS COURTS - RECEIPTS	365-0500	500	500
FISHING LAKES - PERMITS	365-0600	46,000	46,000
ATHLETIC PROGRAMS	365-0700	32,000	32,000
OTHER RECREATION PROGRAMS	365-0800	10,000	10,000
OTHER GOLF PROGRAMS	365-0900	2,600	2,600
PARK/SHELTER RESERVATIONS	365-1100	7,000	7,000
SUNSET THEATER REVENUE	365-1200	19,000	19,000
SKATE PARK REVENUE	365-1300	800	800
FARMERS MARKET	365-1400	4,700	4,700
SALE OF MATERIALS - SERVICES	381-0000	10,000	10,000
SALE OF FIXED ASSETS	383-0000	30,000	30,000
PROCEEDS FROM LEASE PURCHASE	385-0100	28,000	28,000
REIMB. ASHEBORO CITY SCHOOLS	397-2100	240,000	240,000
<b>TOTAL GENERAL FUND REVENUE</b>		<b>23,143,485</b>	<b>23,143,485</b>

GENERAL FUND EXPENDITURE SUMMARY BY DEPARTMENT  
FY 2013-2014

DEPT	DEPARTMENT OR FUNCTION	Department Requested	Manager Recommended	Council Approved
410	MAYOR AND GOVERNING BODY	125,081	121,081	121,081
420	CITY MANAGER'S OFFICE	186,065	187,717	187,717
440	FINANCE OFFICE	386,134	384,634	384,634
450	LEGAL & CITY CLERK	155,861	161,916	161,916
480	INFORMATION TECHNOLOGY	180,660	170,861	170,861
490	PLANNING/ COMMUNITY DEVELOPMENT	509,585	465,555	465,555
500	MUNICIPAL BUILDING	125,100	84,600	84,600
510	POLICE	6,920,272	6,673,028	6,673,028
530	FIRE	4,186,621	3,499,472	3,499,472
540	BUILDING INSPECTIONS	230,630	151,272	151,272
545	FIRE INSPECTIONS	255,973	254,373	254,373
550	OPERATIONS	768,166	666,035	666,035
555	FLEET MAINTENANCE	1,388,841	1,206,301	1,206,301
565	STREET MAINTENANCE	3,093,096	2,355,391	2,355,391
575	CITY ENGINEER OFFICE	223,591	199,783	199,783
580	ENVIRONMENTAL SERVICES	2,601,860	2,371,880	2,371,880
585	RECYCLING TRANSFER STATION	279,361	197,761	197,761
590	HUMAN RESOURCES	483,629	484,926	484,926
615	ARTS & CULTURAL SERVICES	433,007	432,007	432,007
620	RECREATION SERVICES	944,336	904,836	904,836
625	MUNICIPAL GOLF COURSE	178,847	177,847	177,847
630	LIBRARY	268,163	268,163	268,163
640	FACILITIES MAINTENANCE	1,811,265	1,661,596	1,661,596
650	AIRPORT AUTHORITY	80,450	62,450	62,450
	<b>GENERAL FUND TOTAL</b>	<b>25,870,080</b>	<b>23,143,485</b>	<b>23,143,485</b>

# CITY OF ASHEBORO

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 Thursday 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

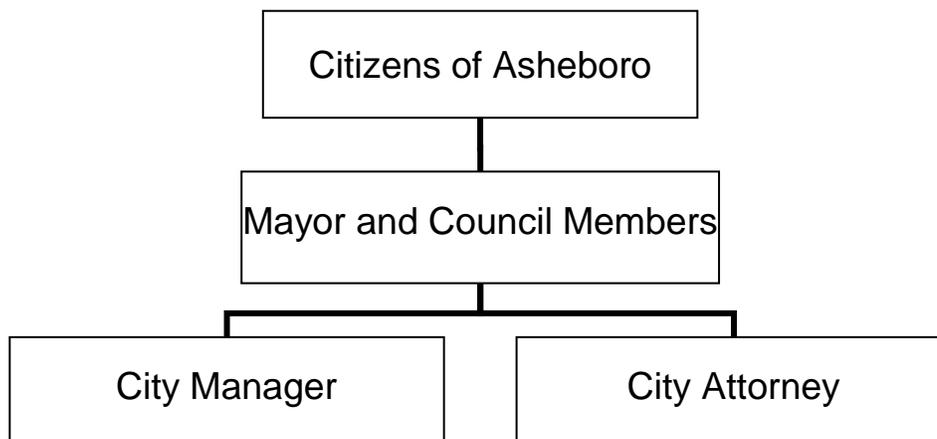
At each of the past Planning Retreats, the City Council has conducted a careful study and review of the existing goals and objectives for the City of Asheboro and discussed events and matters affecting the city which may be undertaken during future fiscal years.

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
4. North Carolina Zoo

### **City of Asheboro Mayor & Governing Body Organizational Chart**



**MAYOR AND GOVERNING BODY  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-410

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-410-0200	40,590	40,590	40,590
PROFESSIONAL SERVICES	10-410-0400	24,000	24,000	24,000
FRINGE: HOLIDAY	10-410-0701	200	200	200
FRINGE: FICA	10-410-0702	2,517	2,517	2,517
FRINGE: MEDICARE	10-410-0703	589	589	589
FRINGE: INSURANCE	10-410-0704	48,000	44,000	44,000
TRAVEL,SCHOOLS,CONFERENCES	10-410-1400	6,000	6,000	6,000
ELECTIONS & REFERENDUMS	10-410-4700	-	-	-
DUES & SUBSCRIPTIONS	10-410-5300	1,250	1,250	1,250
MISC EXPENSE	10-410-5700	1,800	1,800	1,800
WORKERS COMP	10-410-5800	135	135	135
<b>TOTALS</b>		<b>125,081</b>	<b>121,081</b>	<b>121,081</b>



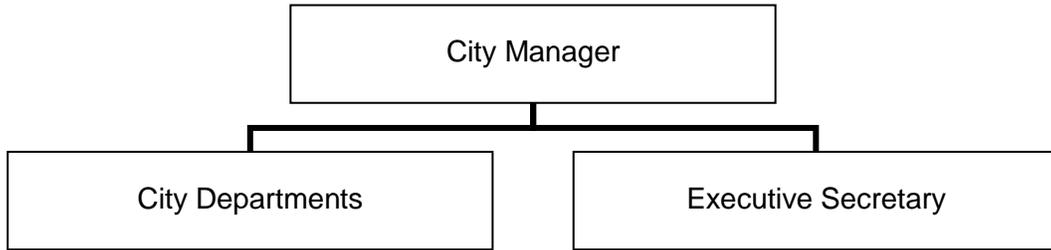
## GENERAL INFORMATION

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 OF ASHEBORO**  
**City Manager**  
**Organizational Chart**



**CITY MANAGER'S OFFICE**  
**GENERAL FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 10-420

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-420-0200	111,822	114,510	114,510
N C MUNICIPAL LEAGUE FEE	10-420-0500	18,630	18,000	18,000
FRINGE: FICA	10-420-0702	6,933	7,100	7,100
FRINGE: MEDICARE	10-420-0703	1,621	1,660	1,660
FRINGE: INSURANCE	10-420-0704	12,000	11,000	11,000
FRINGE: RETIREMENT	10-420-0705	7,828	8,016	8,016
TELEPHONE	10-420-1100	1,044	1,044	1,044
TRAVEL, SCHOOLS, CONFERENCES	10-420-1400	3,500	3,500	3,500
OFFICE SUPPLIES - PRINTING	10-420-3300	2,167	2,167	2,167
AWARDS/ RECOGNITIONS	10-420-4000	660	660	660
SCHOOL OF GOVT (UNC)	10-420-4900	2,558	2,558	2,558
DUES AND SUBSCRIPTIONS	10-420-5300	1,100	1,100	1,100
INSURANCE	10-420-5400	720	720	720
MISC EXPENSE	10-420-5700	582	582	582
WORKERS COMP	10-420-5800	500	700	700
COG DUES	10-420-5900	14,400	14,400	14,400
SMALL EQUIPMENT	10-420-6000			
<b>TOTALS</b>		<b>186,065</b>	<b>187,717</b>	<b>187,717</b>



## 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

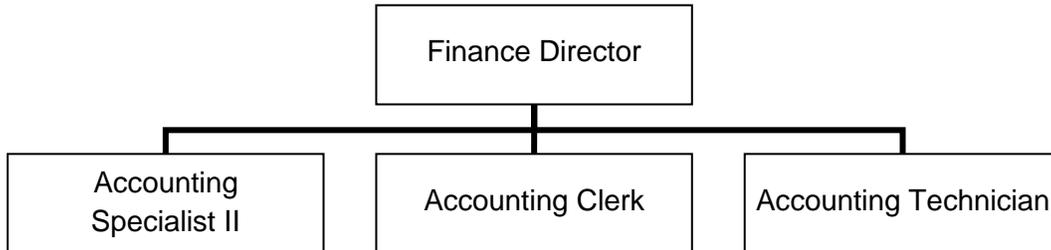
The objective of the Finance Department is to perform accurately and efficiently each of the following financial functions: administration of debt; data processing; cash management; internal auditing; accounting; financial reporting; payroll processing, devising internal controls to insure proper expenditures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

# CITY OF ASHEBORO

## Finance Department Organizational Chart



**FINANCE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-440

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-440-0200	89,450	89,450	89,450
PROF SVCS- AUDIT	10-440-0400	32,500	32,500	32,500
PROF SVCS- SEGAL	10-440-0401	11,000	11,000	11,000
FRINGE: FICA	10-440-0702	5,546	5,546	5,546
FRINGE: MEDICARE	10-440-0703	1,297	1,297	1,297
FRINGE: INSURANCE	10-440-0704	18,000	16,500	16,500
FRINGE: RETIREMENT	10-440-0705	6,261	6,261	6,261
TRAVEL, SCHOOLS, CONFERENCES	10-440-1400	1,500	1,500	1,500
MAINT & REPAIR-EQ	10-440-1600	2,400	2,400	2,400
COMPUTER PROG	10-440-2000	3,500	3,500	3,500
OFFICE SUPPLIES- PRINTING	10-440-3300	11,800	11,800	11,800
COMPUTER EQ & SUPPL	10-440-3400	500	500	500
CONTRACTED SVCS	10-440-4400	5,000	5,000	5,000
TAX COLL FEE-RAND CTY	10-440-5000	150,000	150,000	150,000
TAX COLL FEE-VEH CY	10-440-5100	9,000	9,000	9,000
TAX COLL FEE-VEH PY	10-440-5101	1,500	1,500	1,500
TAX MGMT ASSOC FEE	10-440-5102	10,000	10,000	10,000
DUES & SUBSCRIPTIONS	10-440-5300	1,100	1,100	1,100
SOFTWARE SUBSC/ MAINT.	10-440-5301	7,500	7,500	7,500
EMPLOYEE BONDS	10-440-5400	1,755	1,755	1,755
TAX REFUNDS	10-440-5500	10,000	10,000	10,000
MISC EXPENSE	10-440-5700	1,445	1,445	1,445
WORKERS COMP	10-440-5800	580	580	580
SMALL EQUIPMENT	10-440-6000	4,500	4,500	4,500
<b>TOTALS</b>		<b>386,134</b>	<b>384,634</b>	<b>384,634</b>

# CITY OF ASHEBORO

## LEGAL DEPARTMENT

### LEGAL:

#### GENERAL INFORMATION

The City Attorney and a Paralegal 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:

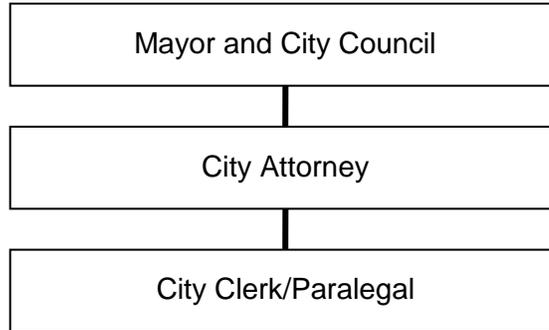
#### GENERAL INFORMATION

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.

**CITY OF ASHEBORO**  
Legal Department  
Organizational Chart



**LEGAL & CITY CLERK  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-450

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-450-0200	105,465	111,545	111,545
PROFESSIONAL SERVICES	10-450-0400	630	630	630
FRINGE: FICA	10-450-0702	6,539	6,916	6,916
FRINGE: MEDICARE	10-450-0703	1,529	1,617	1,617
FRINGE: INSURANCE	10-450-0704	12,000	11,000	11,000
FRINGE: RETIREMENT	10-450-0705	7,383	7,808	7,808
TELEPHONE	10-450-1100	650	650	650
TRAVEL, SCHOOLS, CONFERENCES	10-450-1400	7,000	7,000	7,000
OFFICE SUPPLIES - PRINTING	10-450-3300	1,100	1,100	1,100
POSTAGE - PRIVILEGE LICENSE	10-450-3301	1,350	1,350	1,350
LAW LIBRARY	10-450-3400	5,500	5,500	5,500
CITY CODE	10-450-3500	4,000	4,000	4,000
PROFESSIONAL ASSOCIATION DUES	10-450-5300	1,300	1,300	1,300
INSURANCE	10-450-5400	600	600	600
MISCELLANEOUS EXPENSE	10-450-5700	500	500	500
WORKERS COMP	10-450-5800	315	400	400
<b>TOTALS</b>		<b>155,861</b>	<b>161,916</b>	<b>161,916</b>

# CITY OF ASHEBORO

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## INFORMATION TECHNOLOGY



### GENERAL INFORMATION

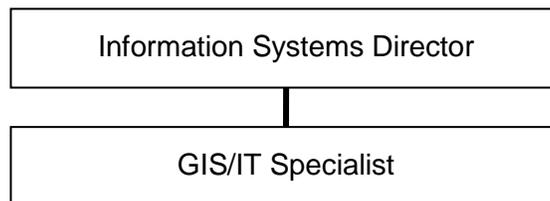
The Information Technology department manages computer and technology resources within the City, ensuring that those resources are available and secure for use. The department is responsible for network security, which includes restricting access to certain websites, maintaining virus and spyware protection, 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.

## **CITY OF ASHEBORO** **Information Technology Department** **Organizational Chart**



**INFORMATION TECHNOLOGY**  
**GENERAL FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 10-480

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-480-0200	61,519	61,519	61,519
FRINGE: FICA	10-480-0702	3,814	3,814	3,814
FRINGE: MEDICARE	10-480-0703	892	892	892
FRINGE: INSURANCE	10-480-0704	12,000	11,000	11,000
FRINGE: RETIREMENT	10-480-0705	4,306	4,306	4,306
TELEPHONE	10-480-1100	6,000	6,000	6,000
INTERNET SERVICE	10-480-1101	11,000	11,000	11,000
TRAVEL, SCHOOLS, CONFERENCES	10-480-1400	800	800	800
OFFICE SUPPLIES	10-480-3300	150	150	150
OTHER SUPPLIES	10-480-3400	4,000	4,000	4,000
SOFTWARE / NETWORK SUPPORT	10-480-3500	39,000	39,000	39,000
UNIFORMS	10-480-3600	800	800	800
CONTR SERVICES	10-480-4500	20,000	20,000	20,000
CONTR SERV-T1 LINE TO R CTY	10-480-4501	4,000	4,000	4,000
DUES & SUBSCRIPTIONS	10-480-5300	500	500	500
INSURANCE	10-480-5400	730	730	730
WORKERS COMP	10-480-5800	1,249	1,350	1,350
SMALL EQUIPMENT	10-480-6000	1,000	1,000	1,000
CAPITAL OUTLAY	10-480-7400	8,900		
<b>TOTALS</b>		<b>180,660</b>	<b>170,861</b>	<b>170,861</b>

**INFORMATION TECHNOLOGY**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-480

Item	Acct. # No.	Department Requested 3-22-13		Manager Recommended	Council Approved
		Qty	Cost		
New GIS Computer and equipment	7400	1	2,500		
GIS Computer is 6 years old It has to be replaced.					
New Server to replace two existing servers.	7400	1	6,400		
This server will run the GIS, Passpoint Security and					
Unitime software					

# CITY OF ASHEBORO

## PLANNING & COMMUNITY DEVELOPMENT

### GENERAL INFORMATION

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

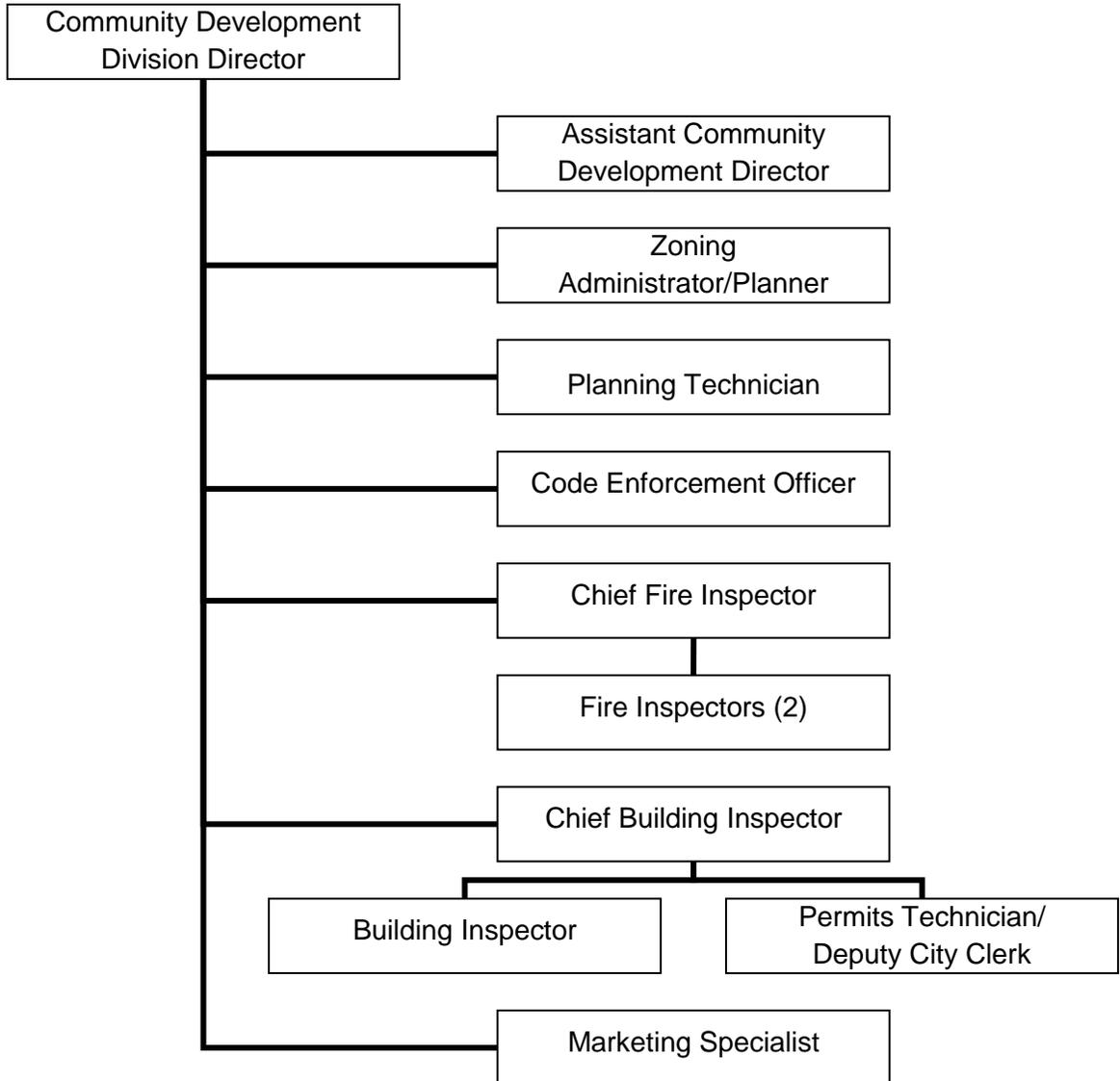
- Land Development Plan
- Zoning Ordinance
- Thoroughfare Plan
- Annexation studies
- Subdivision Ordinance
- Zoning permits
- Assistance to the Bureau of Census
- Soil Erosion and Sediment Control Ordinance
- Flood regulations
- Zoning hearings
- Subdivision review & approvals
- Site plan review & approval
- Consultation with developers before development
- Federal and State grant applications
- Administration of Federal and State grants
- Code enforcement
- Neighborhood analysis
- BOA hearings
- Energy advisory
- CBD revitalization
- Staff to the Planning Board/Board of Adjustment
- Staff to the Redevelopment Commission
- Staff to the Energy Advisory Committee
- Family Self Sufficient Advisory Committee
- Administration of Combined Housing Opportunities Program Consortium
- Assistance to Non Profit Housing Development Organizations

### 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.

**CITY OF ASHEBORO**  
**Community Development Division**  
**Organizational Chart**



**PLANNING & COMMUNITY DEVELOPMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-490

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-490-0200	305,606	264,935	264,935
SALARIES AND WAGES- PLANNING BD	10-490-0200	19,050	19,050	19,050
PROF SERVICES	10-490-0400	25,000	25,000	25,000
FRINGE: FICA	10-490-0702	20,129	17,607	17,607
FRINGE: MEDICARE	10-490-0703	4,708	4,118	4,118
FRINGE: INSURANCE	10-490-0704	36,000	38,500	38,500
FRINGE: RETIREMENT	10-490-0705	21,392	18,545	18,545
TELEPHONE	10-490-1100	1,200	1,200	1,200
PRINT & PUBLISHING	10-490-1200	3,000	3,000	3,000
TRAVEL, SCHOOL, CONFERENCES	10-490-1400	3,500	3,500	3,500
MAINT & REPAIR-VEH PART	10-490-1700	2,500	2,500	2,500
GAS, OIL, TIRES	10-490-3100	2,500	2,500	2,500
OFFICE SUPPLIES	10-490-3300	1,000	1,000	1,000
POSTAGE	10-490-3400	1,500	1,500	1,500
CONTR SVCS- ANNEXATION	10-490-4500	300	300	300
ASHEBORO HOUSING AUTHORITY	10-490-5000	27,000	27,000	27,000
REDEV/MNT PURCHASES	10-490-5200	500	500	500
DUES & SUBSCRIPTIONS	10-490-5300	25,300	25,300	25,300
INSURANCE	10-490-5400	2,700	2,700	2,700
CODE ENFORCEMENT	10-490-5500	500	500	500
MISC EXPENSE	10-490-5700	300	300	300
WORKERS COMP	10-490-5800	5,400	5,500	5,500
SMALL EQUIPMENT	10-490-6000	500	500	500
<b>TOTALS</b>		<b>509,585</b>	<b>465,555</b>	<b>465,555</b>

# CITY OF ASHEBORO

MUNICIPAL BUILDING HEADQUARTERS  
*Managed by City Engineer*

## 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.



## OBJECTIVE

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

**MUNICIPAL BUILDING HEADQUARTERS  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-500

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
TELEPHONE	10-500-1100	16,000	16,000	16,000
INTERNET SERVICE	10-500-1101	16,000	16,000	16,000
UTIL, FUEL & LIGHTS	10-500-1300	23,000	15,000	15,000
MAINT & REP - BLDG	10-500-1500	37,500	5,000	5,000
MAINT & REP - EQ	10-500-1600	4,000	4,000	4,000
CENTRAL OFFICE SUPPLY	10-500-3300	5,000	5,000	5,000
COPIER LEASE	10-500-3301	12,000	12,000	12,000
SUPL & MATERIALS	10-500-3400	4,000	4,000	4,000
UNIFORMS AND ACCESSORIES	10-500-3600	100	100	100
PURCH FOR RESALE	10-500-4800	1,000	1,000	1,000
INSURANCE	10-500-5400	3,000	3,000	3,000
MISC EXPENSE	10-500-5700	2,000	2,000	2,000
SMALL EQUIP- NON CAP	10-500-6000	1,500	1,500	1,500
<b>TOTALS</b>		<b>125,100</b>	<b>84,600</b>	<b>84,600</b>

**MUNICIPAL BUILDING HEADQUARTERS**

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

Item	Remarks	Acct. #	Department Requested		Manager Recommended	Council Approved
			Qty	Cost		
Code: 10-500						
	Replace Windows in City Hall	1500	75	30,000	-	-

# CITY OF ASHEBORO

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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.

## POLICE DEPT. (Continued)

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

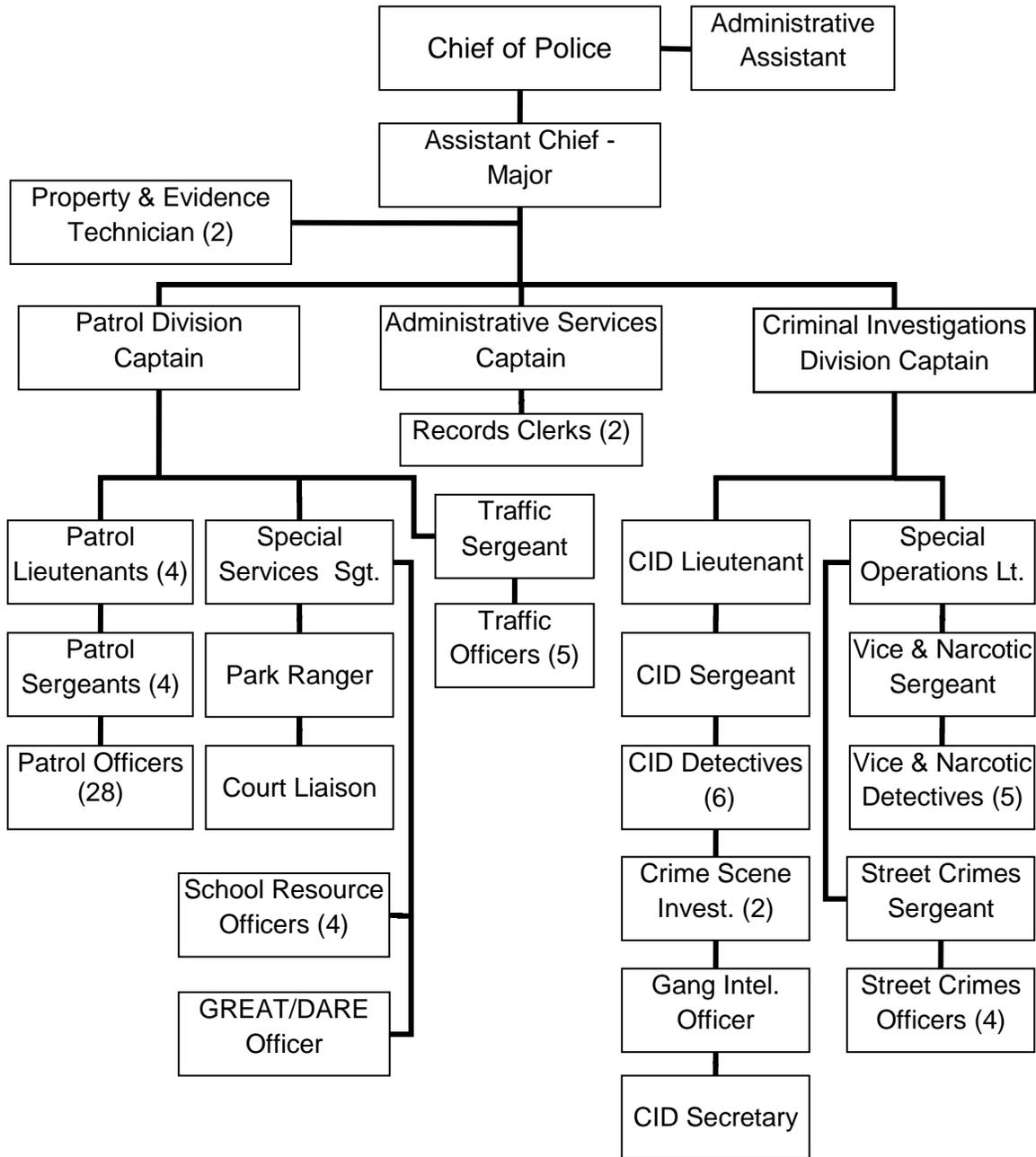
The goal of the Asheboro Police Department is to protect life and property within the City; to preserve the peace; to prevent criminal activity; to address drug-related problems and to detect and arrest the violators of the law. The Police Department recognizes that it is one of many functions within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

# CITY OF ASHEBORO

## Police Department

### Organizational Chart



**POLICE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-510

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-510-0200	3,880,991	3,810,721	3,810,721
PART TIME CROSSING GUARDS	10-510-0200	22,750	22,750	22,750
OVERTIME EXPENSE	10-510-0201	35,000	35,000	35,000
PROF SERVICES	10-510-0400	30,000	30,000	30,000
FRINGE FICA	10-510-0702	244,202	239,845	239,845
FRINGE MEDICARE	10-510-0703	57,112	56,093	56,093
FRINGE INSURANCE	10-510-0704	504,000	522,500	522,500
FRINGE RETIREMENT	10-510-0705	274,119	269,201	269,201
FRINGE 401K	10-510-0706	196,937	193,424	193,424
UNEMPL COMPENSATION	10-510-0800	9,892	9,892	9,892
TELEPHONE	10-510-1100	52,000	52,000	52,000
INTERNET SERVICE	10-510-1101	16,000	16,000	16,000
UTIL, FUEL & LIGHTS	10-510-1300	26,000	26,000	26,000
TRAVEL, SCHOOLS, CONFERENCES	10-510-1400	17,000	17,000	17,000
ADVANCED LEADERSHIP MGT. TRAINING	10-510-1401	5,500	5,500	5,500
MAINT & REPAIR -BLDG	10-510-1500	5,000	4,000	4,000
MAINT & REPAIR - EQ	10-510-1600	5,000	4,000	4,000
MAINT & REPAIR-VEH PART	10-510-1700	76,000	76,000	76,000
OFFICE RENTAL-VICE	10-510-2100	9,000	9,000	9,000
GAS, OIL & TIRES	10-510-3100	182,000	182,000	182,000
OFFICE SUPPL & PRINTING	10-510-3300	20,000	20,000	20,000
DARE/ COMMUNITY WATCH SUPPLIES & PRINT	10-510-3301	5,000	5,000	5,000
OTHER SUPPL & MAT	10-510-3400	48,000	48,000	48,000
SMALL EQUIPMENT	10-510-3500	156,041	98,745	98,745
SMALL EQ- ALERT	10-510-3501	5,998	5,998	5,998
UNIFORMS & ACCESSORIES	10-510-3600	73,000	68,000	68,000
UNIFORM/ ACCESS-BULLE P. VEST	10-510-3601	6,750	6,750	6,750
PROPERTY-EVIDENCE ADV	10-510-3700	200	200	200
AWARDS, RECOG & FLORAL	10-510-4000	1,000	800	800
CONTR MAINT & REPAIR-VEH	10-510-4400	8,000	7,000	7,000
CONTR SVCS	10-510-4500	65,000	65,000	65,000
CONTR SVCS: 911	10-510-4502	198,660	198,660	198,660
CONTR SVCS: RADIO MAINT	10-510-4504	16,000	16,000	16,000
CONTR SVCS: DCI USER FEE	10-510-4505	8,000	8,000	8,000
CONTR SVCS: COPIER LEASE	10-510-4506	2,500	2,500	2,500
DUES & SUBSCRIPTIONS	10-510-5300	2,500	2,500	2,500
INSURANCE - CARS	10-510-5400	108,611	108,611	108,611
MISC, DOG POUND & INFORMATION	10-510-5700	5,000	-	-
WORKERS COMP	10-510-5800	139,548	145,000	145,000
SMALL EQUIPMENT- NON CAP	10-510-6000	54,781	54,781	54,781
CAPITAL OUTLAY: EQ	10-510-7400	219,300	-	-
INVESTIGATION FUND	10-510-7500	20,000	20,000	20,000
LIBRARY FUND	10-510-7600	400	400	400
PRIN ON LT DEBT	10-510-8100	97,788	194,978	194,978
INT ON LT DEBT	10-510-8200	9,692	15,178	15,178
<b>TOTALS</b>		<b>6,920,272</b>	<b>6,673,028</b>	<b>6,673,028</b>

POLICE DEPARTMENT						
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL						
Item	Remarks	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
			Qty	Cost		
Code: 10-510						
2013 Ford Taurus Interceptor	State Contract	7400	3	76,500		
2013 Chevrolet Tahoe/ CSI/Park Ranger SUV	Replacement for CSI SUV and Park Ranger SUV	7400	2	55,000		
2013 Mid Size Unmarked Vehicle	Replacement of QID Cars	7400	2	40,800		
Used Unmarked Vehicles for Vice/Narcotics	Replacement of V/N Cars	7400	2	34,000		
Police K-9 Dog	Replace K-9 "Dan" who has just retired	7400	1	13,000		
		<b>Total 7400</b>		<b>219,300</b>	-	-
Gamber Johnson Console & MDT System Mount	MDT and equipment mounting consoles for new patrol cars and Tahoes	3500	7	5,600		
Striping For Marked Cars and Park Ranger Tahoe	To make the vehicles recognizable as police vehicles	3500	4	1,800		
Sound Off Signal 100 Series Professional Speaker, Handheld remote	Siren Speakers for new vehicles	3500	9	4,176		
Emergency Lights	Emergency lights for new vehicles	3500	9	10,800		
42578 Antenna & KES-3 External Speakers for TK 880	Radio Speakers and antenna for new vehicles	3500	9	700		
Jotto AR-15, Remington 870 shotgun/rifle rack	Gun racks for part of the new vehicles	3500	7	2,415		
Pentax Ink Jet Printers	Mobile printers for the patrol cars to write tickets and print reports	3500	10	3,000		
Taser	Replacement Tasers	3500	10	10,000		
Taser Cartridges	Needed for training	3500	200	6,000		
EZ Fbrtable Kennel II and Vehicle Kennel	Kennels needed for new K-9 residence and vehicle	3500	2	5,000		
.40 Cal. Glock Pistols	Replacement and spare service pistols	3500	10	4,340		
TK-8360 Kenwood, UHF Mobile Radio	Needed for communication in new vehicles	3500	7	3,465		
AR-15 Patrol Rifles and needed accessories	(US Justice Funds - Asset Forfeiture Funds) Additional AR-15 Patrol Rifles and needed accessories	3500	22	74,000	74,000	74,000
Jotto AR-15, Remington 870 shotgun/rifle rack	(US Justice Funds - Asset Forfeiture Funds) Additional gun locking racks for AR-15 Patrol Rifles	3500	22	7,590	7,590	7,590
Laser Tech. Inc (Crash Electronic Reconstruction System)	(US Justice Funds - Asset Forfeiture Funds) To enhance officer safety, efficiency, and effectiveness during traffic crash reconstructions.	3500	1	5,735	5,735	5,735
Recon Scout IR (Motorized Robot w/ camera)	(US Justice Funds - Asset Forfeiture Funds) Used to enhance officer safety during tactical situations to clear structures. Same is a remote controlled, with view finder, motorized robot that can be used in total darkness.	3500	1	11,420	11,420	11,420
		<b>Total 3500</b>		<b>156,041</b>	<b>98,745</b>	<b>98,745</b>
Medium ALERT Bag	Bag to be used to carry issued equipment (Level III entry vest, helmet, etc.)	3501	14	3,318		
Taser Axon Flex	(US Justice Funds - Asset Forfeiture Funds) Wireless video system to be worn by team leaders. Gives command post ability to see what operators see by using smart phone	3501	2	2,680	2,680	2,680
		<b>Total 3501</b>		<b>5,998</b>	<b>2,680</b>	<b>2,680</b>
Mobile Data Terminals laptops	Part are replacement and part are for new vehicles	6000	10	16,000	4,000	4,000
Dell Desk Top Computers	Replacement computers for the office	6000	10	13,500		
Spilman Mobile CAD Project Phase II - State Link to DCI License for 50 Users	(US Justice Funds - Asset Forfeiture Funds) Phase Two of Spilman Mobile CAD Project that began in FY10-11.	6000	1	25,281	25,281	25,281
		<b>Total 6000</b>		<b>54,781</b>	<b>29,281</b>	<b>29,281</b>
Animal Control Contract	Contract for AC w/ Randolph Co.	Part of 4500	1	52,000	52,000	52,000
Ammunition	Ammo required to train and qualify	Part of 3400		30,000	30,000	30,000
		<b>Total this page</b>		<b>518,120</b>	<b>212,706</b>	<b>212,706</b>

# CITY OF ASHEBORO

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FIRE DEPARTMENT



## GENERAL INFORMATION

The City of Asheboro Fire Department provides fire suppression, rescue, and hazardous materials response along with pre-hospital emergency medical services to city residents. In addition, we respond to a vast array of other predicaments as defined by our response community and are leaders in disaster preparedness for the citizens of Asheboro and surrounding communities.

Our Department consists of 51 well trained and highly-skilled professionals that are banded together organizationally to provide a model service to our community. We welcome new challenges and are in constant mode of preparation.

Within the department and in conjunction with operations, the Fire Prevention/Education Division enhances community safety through education, plan review and life safety inspections. Our relationship with the civilian population has proven to reduce injury and loss. Information gathered from these interactions is put to use as we prepare to combat all forms of danger to the public.

## OBJECTIVES

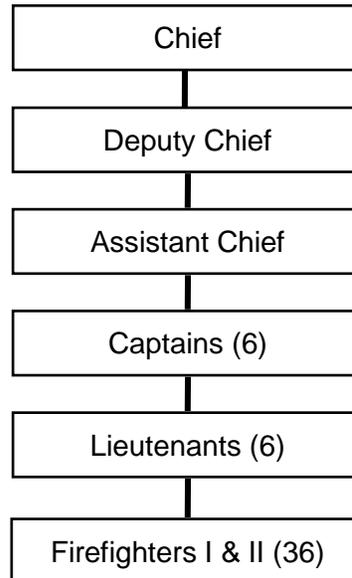
Improving services through:

- Planning
- Training
- Safety
- Conservation

## STATISTICS FOR CALENDAR YEAR 2012

# Responses		1,307
Response hours		486
Response staff hours		2,740
Total dollar losses		\$1,003,103
Fire Safety programs		77
Program contacts:	Adult	1,464
	Children	365
Insurance rating classification		4
Total personnel training hours		9,978

## CITY OF ASHEBORO Fire Department Organizational Chart



**FIRE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-530

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-18-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-530-0200	2,371,010	2,374,248	2,374,248
OVERTIME EXPENSE	10-530-0201	15,000	15,000	15,000
PROF SERVICES	10-530-0400	15,400	15,400	15,400
PROF SERVICES- ASH RAND RESCUE	10-530-0400	5,000	5,000	5,000
FRINGE: FICA	10-530-0702	147,933	148,133	148,133
FRINGE: MEDICARE	10-530-0703	34,597	34,644	34,644
FRINGE: INSURANCE	10-530-0704	306,000	297,000	297,000
FRINGE: RETIREMENT	10-530-0705	167,021	167,247	167,247
DORM EXPENSE - FRATERNAL INS	10-530-1000	16,000	16,000	16,000
TELEPHONE	10-530-1100	17,000	17,000	17,000
INTERNET SERVICE	10-530-1101	11,200	11,200	11,200
UTIL, HEAT & LIGHTS	10-530-1300	33,000	33,000	33,000
TRAVEL, SCHOOLS, CONFERENCES	10-530-1400	5,000	5,000	5,000
MAINT & REPAIR - BLDG	10-530-1500	9,000	9,000	9,000
MAINT & REPAIR-EQ	10-530-1600	11,000	11,000	11,000
MAINT & REPAIR-VEH PART	10-530-1700	51,400	12,000	12,000
GAS, OIL & TIRES	10-530-3100	24,000	24,000	24,000
OFFICE SUPPL & PRINTING	10-530-3300	4,500	4,500	4,500
OTHER SUPPL & MATERIALS	10-530-3400	22,000	18,000	18,000
UNIFORMS & ACCESSORIES	10-530-3600	81,200	65,000	65,000
TRAINING AIDS/ SUPPLIES	10-530-3800	4,500	4,500	4,500
CONTR MAINT-VEH PART	10-530-4400	7,000	7,000	7,000
CONTR MAINT & REPAIR	10-530-4500	108,000	5,000	5,000
DUES AND SUBSCRIPTIONS	10-530-5300	3,800	3,800	3,800
SOFTWARE SUBSCRIPTION	10-530-5301	12,500	10,000	10,000
INSURANCE	10-530-5400	28,000	28,000	28,000
MISC EXPENSE	10-530-5700	800	800	800
WORKERS COMP	10-530-5800	112,000	115,000	115,000
SMALL EQUIPMENT - NON CAP	10-530-6000	15,000	15,000	15,000
CAPITAL OUTLAY: EQ	10-530-7400	547,760	28,000	28,000
<b>TOTALS</b>		<b>4,186,621</b>	<b>3,499,472</b>	<b>3,499,472</b>

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

Code: 10-530

Item	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
		Qty	Cost		
Support Vehicles Lights/ Sirens	1700		25,000		
John Deere XUV Lights/ Siren	1700		2,400	2,400	2,400
Helmet/ Boot/ Glove/ Hood	3600	42	25,200	25,200	25,200
Structural Firefighting Gear Purchase Plan - Pants & Coats	3600	10	14,000	14,000	14,000
Fire Station # 2 Insulation & Ceiling Tile	4500		42,000		
Fire Station # 1 Fitness Center	4500		36,000		
Fire Stations # 1 & 2 Electronic Control Door Lock System	4500		30,000		
Telestaff Software Service/ Support - Fire Department Portion	5301		2,950	2,950	2,950
Fire Engine	7400	1	350,000		
Support Vehicle - Tahoe	7400	2	53,000		
Support Vehicle - Ford Interceptor	7400	3	72,000		
Vehicle Mounted Intercom System	7400	4	24,000		
John Deere Crossover XUV	7400	1	16,000	16,000	16,000
John Deere Crossover XUV SKED Unit	7400	1	8,500	8,500	8,500
John Deere Crossover XUV Trailer	7400	1	3,500	3,500	3,500
Telestaff Staffing Solutions - Fire Department Portion	7400		20,760		
				<b>28,000</b>	<b>28,000</b>



## 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.

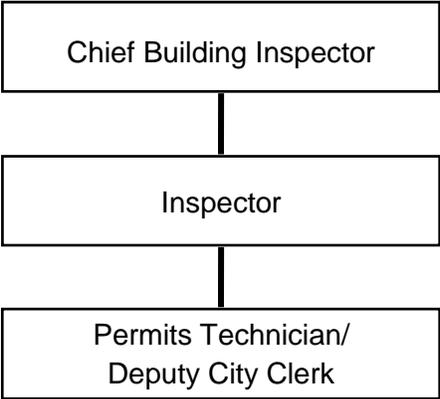
The department works closely with the Zoning Administrator and Code Enforcement Officer in the issuing of permits. Work is also coordinated with the Water Department, Engineering Department, Public Works Division, Fire Department and other departments and agencies in our endeavor to keep the buildings 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.

**CITY OF ASHEBORO**  
**Building Inspections Department**  
**Organizational Chart**



**BUILDING INSPECTION DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-540

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-540-0200	171,810	103,814	103,814
FRINGE BENEFITS: FICA	10-540-0702	10,652	6,436	6,436
FRINGE BENEFITS: MEDICARE	10-540-0703	2,491	1,505	1,505
FRINGE BENEFITS: INSURANCE	10-540-0704	18,000	16,500	16,500
FRINGE BENEFITS: RETIREMENT	10-540-0705	12,027	7,267	7,267
TELEPHONE	10-540-1100	800	800	800
TRAVEL, SCHOOLS & CONFERENCES	10-540-1400	700	700	700
MAINTENANCE AND REPAIR-EQUIP	10-540-1600	100	100	100
MAINTENANCE & REPAIR - VEHICLES	10-540-1700	1,400	1,400	1,400
COMPUTER PROG & SUPPLIES	10-540-2000	200	200	200
GAS, OIL, AND TIRES	10-540-3100	2,500	2,500	2,500
OFFICE SUPPLIES & PRINTING	10-540-3300	800	800	800
POSTAGE	10-540-3400	700	700	700
UNIFORMS AND ACCESSORIES	10-540-3600	900	900	900
CONTRACTED MAINT-VEHICLE PART	10-540-4400	700	700	700
DUES AND SUBSCRIPTIONS	10-540-5300	700	700	700
INSURANCE	10-540-5400	1,300	1,300	1,300
MISCELLANEOUS EXPENSE	10-540-5700	200	200	200
WORKERS COMPENSATION	10-540-5800	2,600	2,700	2,700
BOOKS - HANDICAP SIGNAGE REIMB	10-540-5900	800	800	800
SMALL EQUIPMENT NON CAP	10-540-6000	1,250	1,250	1,250
<b>TOTALS</b>		<b>230,630</b>	<b>151,272</b>	<b>151,272</b>



## 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.

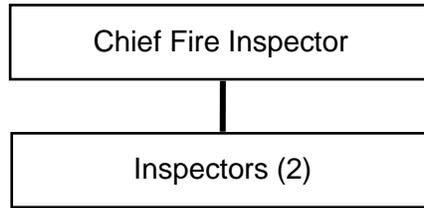
The department works closely with the Zoning Administrator, Planning Administrator and Building Inspectors Department. Our staff consists of three full time Level 3 Fire Inspectors.

## 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.

**CITY OF ASHEBORO**  
**Fire Inspections Department**  
**Organizational Chart**



**FIRE INSPECTION DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-545

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-545-0200	183,056	183,056	183,056
FRINGE BENEFITS: FICA	10-545-0702	11,349	11,349	11,349
FRINGE BENEFITS: MEDICARE	10-545-0703	2,654	2,654	2,654
FRINGE BENEFITS: INSURANCE	10-545-0704	18,000	16,500	16,500
FRINGE BENEFITS: RETIREMENT	10-545-0705	12,814	12,814	12,814
TELEPHONE	10-545-1100	1,200	1,200	1,200
PRINTING AND PUBLISHING	10-545-1200	900	900	900
TRAVEL, SCHOOLS & CONFERENCES	10-545-1400	1,900	1,900	1,900
MAINTENANCE AND REPAIR-EQUIP	10-545-1600	100	100	100
MAINTENANCE & REPAIR - VEHICLES	10-545-1700	2,500	2,500	2,500
GAS, OIL, AND TIRES	10-545-3100	5,000	5,000	5,000
OFFICE SUPPLIES & PRINTING	10-545-3300	500	500	500
POSTAGE	10-545-3400	100	100	100
UNIFORMS AND ACCESSORIES	10-545-3600	2,500	2,500	2,500
DUES AND SUBSCRIPTIONS	10-545-5300	1,500	1,500	1,500
INSURANCE	10-545-5400	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	10-545-5700	1,000	1,000	1,000
WORKERS COMPENSATION	10-545-5800	7,900	7,800	7,800
SMALL EQUIPMENT NON CAP	10-545-6000	2,000	2,000	2,000
<b>TOTALS</b>		<b>255,973</b>	<b>254,373</b>	<b>254,373</b>

# CITY OF ASHEBORO

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PUBLIC WORKS OPERATIONS



## 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.

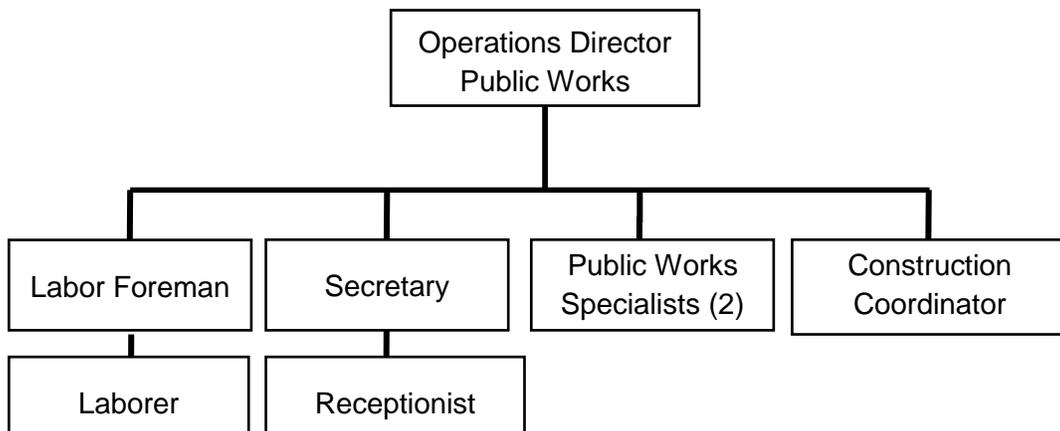
The Operations Department assists the general public by providing various types of information and assistance with complaints.

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.

## **CITY OF ASHEBORO** **Public Works Operations Department** **Organizational Chart**



**OPERATIONS DIVISION  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-550

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
<b>SALARIES AND WAGES</b>	<b>10-550-0200</b>	<b>286,381</b>	<b>286,381</b>	<b>286,381</b>
PART TIME WAGES	10-550-0200	30,100	30,100	30,100
OVERTIME EXPENSE	10-550-0201	15,000	15,000	15,000
PROFESSIONAL SERVICES	10-550-0400	1,000	1,000	1,000
FRINGE BENEFITS: FICA	10-550-0702	20,552	20,552	20,552
FRINGE BENEFITS: MEDICARE	10-550-0703	4,806	4,806	4,806
FRINGE BENEFITS: INSURANCE	10-550-0704	60,000	60,500	60,500
FRINGE BENEFITS: RETIREMENT	10-550-0705	21,097	21,097	21,097
TELEPHONE	10-550-1100	13,200	13,200	13,200
INTERNET SERVICE	10-550-1101	10,000	10,000	10,000
UTILITES, FUEL & LIGHTS	10-550-1300	65,000	65,000	65,000
TRAVEL, SCHOOLS, CONFERENCES	10-550-1400	2,500	2,500	2,500
MAINTENANCE & REPAIR-BLDGS	10-550-1500	52,000	-	-
MAINT & REPAIR- EQ	10-550-1600	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	10-550-1700	7,500	7,500	7,500
GAS, OIL & TIRES	10-550-3100	9,000	9,000	9,000
OFFICE SUPPLIES & PRINTING	10-550-3300	4,000	4,000	4,000
OTHER SUPPLIES & MATERIALS	10-550-3400	11,000	11,000	11,000
TRAFFIC DIV SUPPLIES-MATERIAL	10-550-3402	30,000	12,000	12,000
UNIFORMS	10-550-3600	8,500	8,500	8,500
CONTRACTED MAINT-VEHICLE PART	10-550-4400	500	500	500
CONTRACTED SERVICES	10-550-4500	12,000	12,000	12,000
DUES & SUBSCRIPTIONS	10-550-5300	350	350	350
INSURANCE	10-550-5400	8,500	8,500	8,500
MISCELLANEOUS EXPENSE	10-550-5700	1,000	1,000	1,000
MISC- CEMETERY ISSUE COSTS	10-550-5701	2,000	2,000	2,000
WORKERS COMPENSATION	10-550-5800	29,000	29,000	29,000
SMALL EQUIPMENT NON CAP	10-550-6000	21,000	-	-
CAPITAL OUTLAY: EQUIPMENT	10-550-7400	38,000	11,000	11,000
PRINCIPAL ON LONG-TERM DEBT	10-550-8100	2,830	17,378	17,378
INTEREST ON LONG-TERM DEBT	10-550-8200	350	1,171	1,171
<b>TOTALS</b>		<b>768,166</b>	<b>666,035</b>	<b>666,035</b>

**OPERATIONS DIVISION  
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-550

Item	Remarks	Acct. #	Department Requested		Manager Recommended	Council Approved
			Qty	Cost		
Update P.W. building sprinklers	Not up to fire code	1500	1	20,000		
Update alarm system software at Public Works Building	Software is outdated and cant be fixed anymore	1500	1	12,000		
Metro Tech Pipe locators	Replace old ones that are outdated	6000	1	5,000		
Retroreflector	Check reflectivity of street signs. Required to have program by State	6000	1	12,000		
New computers in Operations Dept.	Four computers over 5 yrs. Old	6000	4	4,000		
					-	-
Small SUV For utility locator	Replace 1996 Ford Explorer	7400	1	27,000		
New power Generator	replace generator that powers gates and fuel pumps. Ordered to sell military generator by Fed. Government.	7400	1	11,000	11,000	11,000
					11,000	11,000.00

CITY OF  
**ASHEBORO**  
FLEET MAINTENANCE



## GENERAL INFORMATION

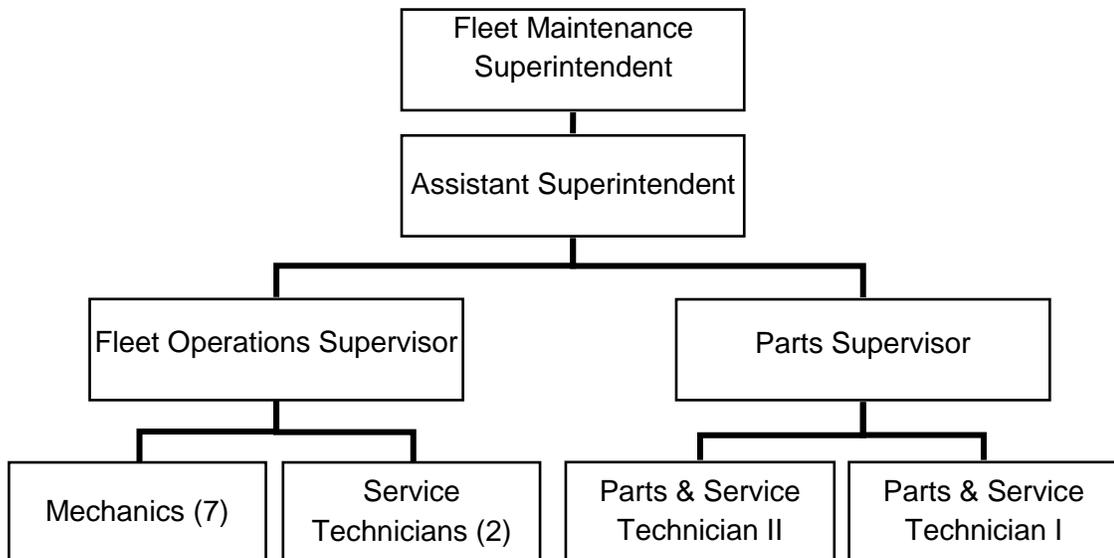
It is the Fleet Maintenance Department's responsibility to provide the following:

- 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.

## CITY OF ASHEBORO Fleet Maintenance Department Organizational Chart



**FLEET MAINTENANCE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-555

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-555-0200	740,834	708,555	708,555
OVERTIME EXPENSE	10-555-0201	15,000	15,000	15,000
CONTRA - SALARIES AND WAGES	10-555-0300	(150,000)	(150,000)	(150,000)
FRINGE BENEFITS: FICA	10-555-0702	46,862	44,860	44,860
FRINGE BENEFITS: MEDICARE	10-555-0703	10,960	10,495	10,495
FRINGE BENEFITS: INSURANCE	10-555-0704	102,000	104,500	104,500
FRINGE BENEFITS: RETIREMENT	10-555-0705	52,908	50,649	50,649
TELEPHONE	10-555-1100	4,500	4,500	4,500
TRAVEL, SCHOOLS, CONF, ETC	10-555-1400	7,500	7,500	7,500
MAINTENANCE AND REPAIR - BLDG	10-555-1500	1,800	1,800	1,800
MAINTENANCE & REPAIR - EQUIP	10-555-1600	12,000	12,000	12,000
MAINTENANCE & REPAIR-VEH PART	10-555-1700	13,200	13,200	13,200
VEHICLE PARTS - INVENTORY	10-555-1800	850,500	810,000	810,000
CONTRA-VEHICLE PARTS INVENTOR	10-555-1900	(650,000)	(650,000)	(650,000)
GAS, OIL & TIRES	10-555-3100	11,000	11,000	11,000
GAS, OIL & TIRES-INVENTORY	10-555-3200	770,000	770,000	770,000
OFFICE SUPPLIES	10-555-3300	3,150	3,150	3,150
OTHER SUPPLIES & MATERIALS	10-555-3400	31,500	31,500	31,500
CONTRA-GAS-OIL-TIRES-INVENTOR	10-555-3500	(700,000)	(700,000)	(700,000)
UNIFORMS AND ACCESSORIES	10-555-3600	21,500	21,500	21,500
CONTRACTED VEHICLE PARTS	10-555-4200	44,000	44,000	44,000
CONTRA-CONTRACTED VEH REPAIRS	10-555-4300	(44,000)	(44,000)	(44,000)
CONTR MAINT - VEHICLES	10-555-4400	500	500	500
DUES AND SUBSCRIPTIONS	10-555-5300	11,000	11,000	11,000
INSURANCE	10-555-5400	13,000	13,000	13,000
MISCELLANEOUS EXPENSE	10-555-5700	6,500	6,500	6,500
WORKERS COMPENSATION	10-555-5800	30,000	30,000	30,000
SMALL EQUIPMENT NON CAP	10-555-6000	2,000	2,000	2,000
CAPITAL OUTLAY: EQUIPMENT	10-555-7400	122,250	-	-
PRINCIPAL ON LONG-TERM DEBT	10-555-8100	7,627	21,556	21,556
INTEREST ON LONG-TERM DEBT	10-555-8200	750	1,536	1,536
<b>TOTALS</b>		<b>1,388,841</b>	<b>1,206,301</b>	<b>1,206,301</b>

**FLEET MAINTENANCE DEPARTMENT**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-555

Item	Remarks	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
			Qty	Cost		
Dell computers	Todd Stout requested I need 2 computers this yr.07models	6000	2	2,000	2,000	2,000
2013 Ford F-150 4x2	High mileage over160,00 on old parts tk.	7400	1	19,500		
2013 Ford F-350 Super cab4X4 with Knapheide SRW service body	Replace2001 model. High Mileage.Service on call Tk.	7400	1	33,000		
WL -20 10Ton Air jack	Replace12yr.old jacks	7400	2	15,000		
155-992200 Diesel pump recovery 100 gal.	needs replaced wore out	7400	1	3,750		
Hunter Alignment machine	13yr old machine needs to be updated for modern technology. Less tire wire components are wore out	7400	1	51,000		
					-	



## 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.

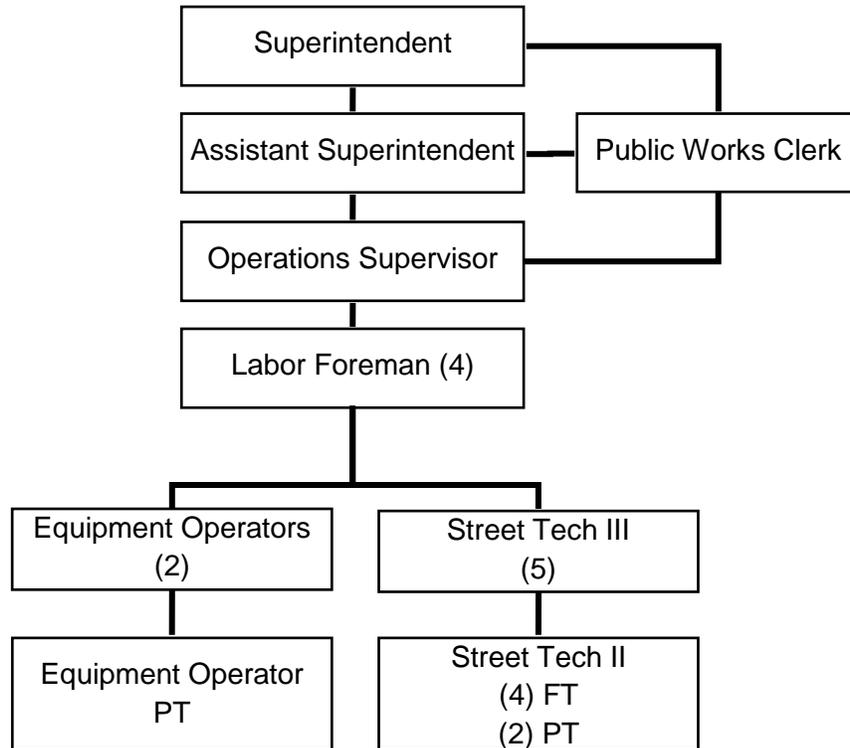
The Street Department also oversees snow and ice removal, leaf collection, curb and gutter repair, storm drain maintenance, driveway maintenance and installation and the cleaning of creeks, drainage ditches and side ditches.

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.

**CITY OF ASHEBORO**  
**Street Maintenance Department**  
**Organizational Chart**



**STREET MAINTENANCE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-565

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-565-0200	733,196	733,196	733,196
PART TIME WAGES	10-565-0200	16,000	16,000	16,000
OVERTIME EXPENSE	10-565-0201	30,000	30,000	30,000
PROFESSIONAL SERVICES	10-565-0400	10,000		
FRINGE BENEFITS: FICA	10-565-0702	48,310	48,310	48,310
FRINGE BENEFITS: MEDICARE	10-565-0703	11,298	11,298	11,298
FRINGE BENEFITS: INSURANCE	10-565-0704	120,000	121,000	121,000
FRINGE BENEFITS: RETIREMENT	10-565-0705	53,424	53,424	53,424
TELEPHONE	10-565-1100	6,000	6,000	6,000
WELCOME TO ASHEBORO SIGN UTILITY	10-565-1300	1,000	1,000	1,000
TRAVEL, SCHOOLS, CONFERENCES	10-565-1400	2,500	2,500	2,500
MAINTENANCE & REPAIR-VEH PART	10-565-1700	135,000	135,000	135,000
PARKING LOT LEASES	10-565-2100	4,820	4,820	4,820
EQUIPMENT RENTALS	10-565-2101	11,000	11,000	11,000
GAS, OIL AND TIRES	10-565-3100	250,000	200,000	200,000
OFFICE SUPPLIES & PRINTING	10-565-3300	1,300	1,300	1,300
SUPPLIES AND MATERIALS	10-565-3400	40,000	40,000	40,000
OTHER SUPPLIES - STONE	10-565-3401	40,000	14,000	14,000
OTHER SUPPLIES - ASPHALT	10-565-3402	130,000	58,993	58,993
OTHER SUPPLIES - STORM SEWER	10-565-3403	40,000	40,000	40,000
OTHER SUPPLIES - SIDEWALKS	10-565-3404	15,000	15,000	15,000
OTHER SUPPLIES- SNOW REMOVAL	10-565-3405	12,000	12,000	12,000
UNIFORMS AND ACCESSORIES	10-565-3600	13,500	13,500	13,500
CONTRACTED MAINT. - VEHICLES	10-565-4400	7,000	7,000	7,000
CONTRACTED MAINT.	10-565-4500	210,000	25,000	25,000
CONTRACTED MAINT. - RAIL ROAD	10-565-4501	71,550	71,550	71,550
STREET LIGHTING CONTRACTED	10-565-4600	548,000	548,000	548,000
EASEMENT-RIGHT OF WAY PURCH	10-565-5000	12,000	12,000	12,000
DUES & SUBSCRIPTIONS	10-565-5300	500	500	500
INSURANCE	10-565-5400	25,000	25,000	25,000
MISCELLANEOUS EXPENSE	10-565-5700	3,000	3,000	3,000
WORKERS COMPENSATION	10-565-5800	60,000	60,000	60,000
SMALL EQUIPMENT NON CAP	10-565-6000	13,500	13,500	13,500
CAPITAL OUTLAY: EQUIPMENT	10-565-7400	396,698	-	-
PRINCIPAL ON LONG TERM DEBT	10-565-8100	20,000	20,000	20,000
INTEREST ON LONG TERM DEBT	10-565-8200	1,500	1,500	1,500
<b>TOTALS</b>		<b>3,093,096</b>	<b>2,355,391</b>	<b>2,355,391</b>

**STREET MAINTENANCE DEPARTMENT**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-565

Item	Remarks	Acct. #	Department Requested		Manager Recommended	Council Approved
			Qty	Cost		
1500 series pickup truck	replace 1987 & 1991 trucks		2	46,686		
3500 series service truck	replace 1990 hand me down with transmission going bad and paint peeling off (truck worn out not worth fixing)		1	48,500		
50 hp. Tractor	replace 1992 tractor		1	24,900		
paver	replace 1998 paver that needs repairs costing around \$ 67,000. They will allow trade in.		1	178,140		
backhoe	replace 1999 backhoe		1	100,472		
					-	



## 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 2012-2013

Construction Completed on:

- Airport/Tot Hill Farm sewer pump station and force main
- Airport water and sewer line extensions
- Cul-de-sacs on Brookwood Dr. and Twain Dr.
- Resurfacing of tennis courts 1-6 at Memorial Park

Design and Plans Completed for:

- Sunset Theatre renovations
- West Academy street /sidewalk improvements
- Waterline replacement on Giles Chapel Rd

## PROJECTS SCHEDULED FY 2013-2014

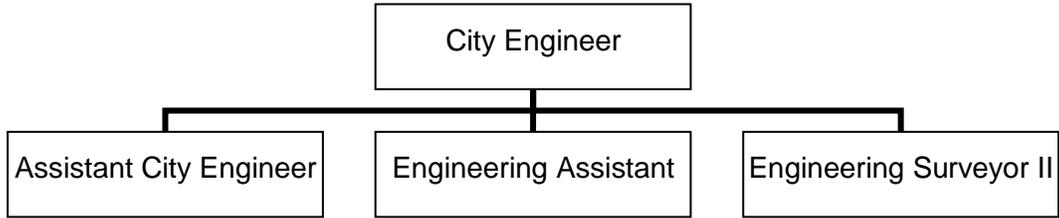
Construction for:

- Water line replacements on Giles Chapel Rd. and Cedar Rd.
- Cul-de-sacs on Birkhead St., Whitley St. and Humble St.
- Street and sidewalk improvements on Lanier Ave.
- Sunset Theatre Renovations
- West Academy Street/sidewalk improvements
- Culvert invert repair under tennis courts at Memorial Park
- Culvert repair under Tamworth Rd

Design & Plans for:

- Water line replacements on Cedar Rd.
- Street and sidewalk improvements on Holly St.
- Cul-de-sac on Humble St.
- Cul-de-sac on Lindsey Ave.

**CITY OF ASHEBORO**  
**Engineering Department**  
**Organizational Chart**



**ENGINEERING DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-575

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-575-0200	126,333	107,312	107,312
PROFESSIONAL SERVICES	10-575-0400	12,000	12,000	12,000
FRINGE BENEFITS: FICA	10-575-0702	7,833	6,653	6,653
FRINGE BENEFITS: MEDICARE	10-575-0703	1,832	1,556	1,556
FRINGE BENEFITS: INSURANCE	10-575-0704	24,000	22,000	22,000
FRINGE BENEFITS: RETIREMENT	10-575-0705	8,843	7,512	7,512
STATE PERMIT FEES	10-575-1000	1,000	1,000	1,000
TELEPHONE	10-575-1100	2,000	2,000	2,000
PUBLISHING	10-575-1200	4,500	4,500	4,500
TRAVEL, SCHOOLS, CONFERENCES	10-575-1400	2,000	2,000	2,000
MAINTENANCE AND REPAIR - EQUIP	10-575-1600	750	750	750
MAINTENANCE & REPAIR-VEH PART	10-575-1700	700	700	700
GAS, OIL AND TIRES	10-575-3100	1,000	1,000	1,000
OFFICE SUPPLIES & PRINTING	10-575-3300	7,000	7,000	7,000
COPIER LEASE	10-575-3301	6,000	6,000	6,000
UNIFORMS AND ACCESSORIES	10-575-3600	2,300	2,300	2,300
CONTRACTED MAINT & REPAIR-VEH	10-575-4400	500	500	500
DUES & SUBSCRIPTIONS	10-575-5300	4,400	4,400	4,400
INSURANCE	10-575-5400	2,200	2,200	2,200
MISCELLANEOUS EXPENSE	10-575-5700	1,200	1,200	1,200
WORKERS COMPENSATION	10-575-5800	5,000	5,000	5,000
SMALL EQUIPMENT- NON CAP	10-575-6000	2,200	2,200	2,200
<b>TOTALS</b>		<b>223,591</b>	<b>199,783</b>	<b>199,783</b>

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

Code: 10-575

Item	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
		Qty	Cost		
AutoCAD Subscription	5300	3	3,600	3,600	3,600
Rotary Club Dues	5300	1	800	800	800
			<b>Totals</b>	<b>4,400</b>	<b>4,400</b>



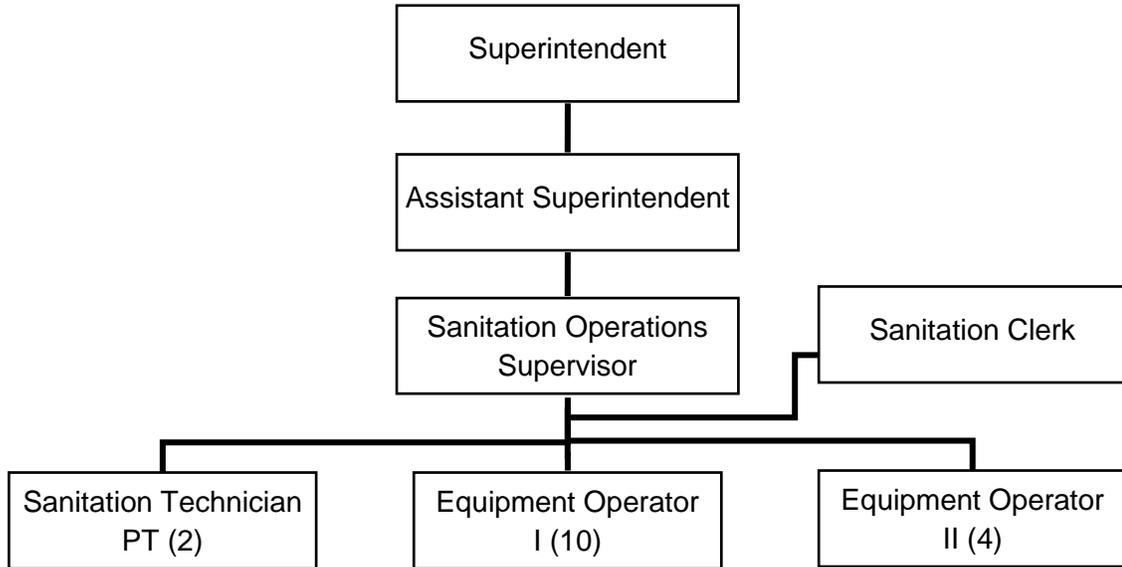
## GENERAL INFORMATION

The Environmental Services Department makes collections of solid waste, recyclables and yard waste from residents (approx. 9,515 households) and commercial locations within the City limits. Collection's from commercial customers are fee-based and include restaurants, institutions, multi-family and businesses. Industries provide their own pick-up service. All solid waste is collected and transported to the City of Asheboro Recycle Transfer Station. To better serve the citizens, the Environmental Services Department has automated equipment. This automated equipment provides for a more efficient collection system. The Environmental Services Department maintains two drop sites for recyclables.

## OBJECTIVE

- To continue to meet citizens' requests for solid waste, recyclables and yard waste collections.

**CITY OF ASHEBORO**  
**Environmental Services Department**  
**Organizational Chart**



**ENVIRONMENTAL SERVICES DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-580

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-580-0200	627,917	627,917	627,917
PART TIME WAGES	10-580-0200	30,150	30,150	30,150
OVERTIME EXPENSE	10-580-0201	15,000	15,000	15,000
FRINGE BENEFITS: FICA	10-580-0702	41,730	41,730	41,730
FRINGE BENEFITS: MEDICARE	10-580-0703	9,759	9,759	9,759
FRINGE BENEFITS: INSURANCE	10-580-0704	108,000	121,000	121,000
FRINGE BENEFITS: RETIREMENT	10-580-0705	45,004	45,004	45,004
STATE PERMIT FEES	10-580-1000	750	750	750
TELEPHONE	10-580-1100	8,500	8,500	8,500
TRAVEL, SCHOOLS, CONFERENCES	10-580-1400	1,000	1,000	1,000
MAINT & REPAIR EQUIP-COMM SVC	10-580-1601	250	250	250
MAINTENANCE & REPAIR-VEH PART	10-580-1700	220,000	220,000	220,000
MAINT & REPAIR VEH-COMM SVC	10-580-1701	30,000	30,000	30,000
GAS, OIL AND TIRES	10-580-3100	215,000	215,000	215,000
GAS-COMMUNITY SERVICE	10-580-3101	46,000	46,000	46,000
OFFICE SUPPLIES AND PRINTING	10-580-3300	3,000	3,000	3,000
OTHER SUPPLIES AND MATERIALS	10-580-3400	7,500	7,500	7,500
GARBAGE CANS	10-580-3401	38,000	38,000	38,000
OTHER SUPPLIES & MAT-COMM SERV.	10-580-3402	1,500	1,500	1,500
UNIFORMS AND ACCESSORIES	10-580-3600	12,500	12,500	12,500
CONTRACTED MAINT & REPAIR-VEH	10-580-4400	10,000	10,000	10,000
CONT MAINT & REPAIR-VEH-COMM SERV	10-580-4401	1,000	1,000	1,000
CONTRACTED MAINTENANCE	10-580-4500	500	500	500
DUES & SUBSCRIPTIONS	10-580-5300	300	300	300
INSURANCE	10-580-5400	25,000	25,000	25,000
MISCELLANEOUS EXPENSE	10-580-5700	15,000	15,000	15,000
WORKERS COMPENSATION	10-580-5800	45,000	45,000	45,000
SMALL EQUIPMENT- NON CAP	10-580-6000	2,000	-	-
CAPITAL OUTLAY: EQUIPMENT	10-580-7400	334,500	-	-
PRINCIPAL ON LONG-TERM DEBT	10-580-8100	138,000	226,524	226,524
INTEREST ON LONG-TERM DEBT	10-580-8200	19,000	23,997	23,997
TIPPING FEE	10-580-8300	550,000	550,000	550,000
<b>TOTALS</b>		<b>2,601,860</b>	<b>2,371,880</b>	<b>2,371,880</b>

**ENVIRONMENTAL SERVICES DEPARTMENT  
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-580

Item	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
		Qty	Cost		
Desk Top Computers	6000	2	2,000		
Replacement of two old computers					
Road Tractor w/ wet line	7400	1	115,000		
Needed to haul MSW and Sugar Water, at this time we do not have a backup.					
Cab & Chassis for K-Boom Truck	7400	1	92,000		
Dump Bed Grappel for K-Boom Truck	7400	1	73,000		
Replacement of 1992 K-Boom truck.					
1ton 4x4 4 door pick up truck	7400	1	54,500		
min trailering 13,000 lbs					
Repalces 2001 pickup w/100k					

CITY OF  
**ASHEBORO**  
RECYCLING TRANSFER STATION

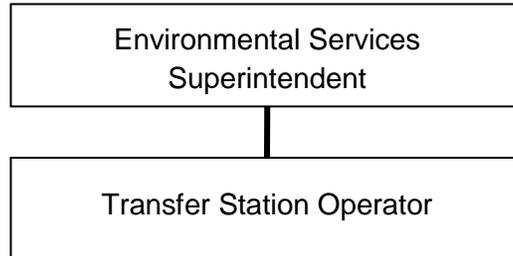
#### GENERAL INFORMATION

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 are also processed through the facility.

#### OBJECTIVE

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

**CITY OF ASHEBORO**  
**Recycling Transfer Station**  
**Organizational Chart**



**RECYCLING TRANSFER STATION  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-585

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-585-0200	39,266	39,266	39,266
OVERTIME EXPENSE	10-585-0201	2,000	2,000	2,000
FRINGE BENEFITS: FICA	10-585-0702	2,558	2,558	2,558
FRINGE BENEFITS: MEDICARE	10-585-0703	598	598	598
FRINGE BENEFITS: INSURANCE	10-585-0704	6,000	5,500	5,500
FRINGE BENEFITS: RETIREMENT	10-585-0705	2,889	2,889	2,889
STATE PERMIT FEES	10-585-1000	750	750	750
TELEPHONE	10-585-1100	300	300	300
UTILITIES, FUEL, LIGHTS	10-585-1300	7,000	7,000	7,000
TRAVEL, SCHOOLS, CONFERENCES	10-585-1400	500	500	500
MAINTENANCE & REPAIR-BLDG	10-585-1500	7,500	7,500	7,500
MAINT & REPAIR VEHICLES	10-585-1700	20,000	20,000	20,000
GAS, OIL, TIRES	10-585-3100	7,000	7,000	7,000
OFFICE SUPPLIES & MATERIALS	10-585-3300	500	500	500
OTHER SUPPLIES & MATERIALS	10-585-3400	2,000	2,000	2,000
UNIFORMS AND ACCESSORIES	10-585-3600	800	800	800
CONTRACTED MAINT VEHICLES	10-585-4400	2,500	2,500	2,500
CONTRACTED MAINTENANCE	10-585-4500	2,000	2,000	2,000
SOFTWARE SUBSCRIPTION & MAINT	10-585-5300	2,800	2,800	2,800
INSURANCE	10-585-5400	2,000	2,000	2,000
MISCELLANEOUS EXPENSE	10-585-5700	1,800	1,800	1,800
WORKERS COMPENSATION	10-585-5800	2,500	2,500	2,500
SMALL EQUIPMENT NON CAP	10-585-6000	2,600	-	-
CAPITAL OUTLAY: EQUIPMENT	10-585-7400	78,500	-	-
PRINCIPAL ON LONG TERM DEBT	10-585-8100	66,000	66,000	66,000
INTEREST ON LONG TERM DEBT	10-585-8200	19,000	19,000	19,000
<b>TOTALS</b>		<b>279,361</b>	<b>197,761</b>	<b>197,761</b>

**RECYCLING TRANSFER STATION  
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-585

Item	Remarks	Acct. #	Department Requested		Manager Recommended
			Qty	Cost	
Computers and Software	Have to replace computers to run new software	6000	1	2,600	
Switch Tractor	Replace 1981 switch tractor	7400	1	65,000	
Wash Down Pit	Wash down pit needed to keep water out of trailers.	7400	1	13,500	
					-
<b>Total</b>				<b>78,500</b>	-



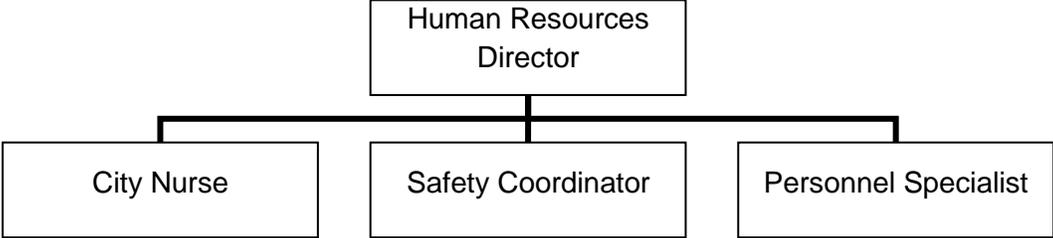
## GENERAL INFORMATION

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.

**CITY OF ASHEBORO**  
**Human Resources Department**  
**Organizational Chart**



**HUMAN RESOURCES DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-590

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-590-0200	129,031	131,108	131,108
PROFESSIONAL SERVICES	10-590-0400	28,000	28,000	28,000
PROFESSIONAL SERVICES-WELLNESS	10-590-0401	200,000	200,000	200,000
EMPLOYEE HEALTH PROGRAM-WELLNESS	10-590-0500	18,000	18,000	18,000
EMPLOYEE HEALTH - GYM MEMBERSHIP	10-590-0501	1,000	1,000	1,000
FRINGE BENEFITS: FICA	10-590-0702	8,000	8,129	8,129
FRINGE BENEFITS: MEDICARE	10-590-0703	1,871	1,901	1,901
FRINGE BENEFITS: INSURANCE	10-590-0704	24,000	27,500	27,500
FRINGE BENEFITS: RETIREMENT	10-590-0705	9,032	9,178	9,178
TELEPHONE	10-590-1100	4,500	4,500	4,500
INTERNET SERVICE	10-590-1101	10,560	10,560	10,560
UTILITIES, FUEL & LIGHTS	10-590-1300	2,300	2,300	2,300
TRAVEL, SCHOOLS & CONFERENCES	10-590-1400	3,000	2,000	2,000
TRAVEL, SCHOOLS & CONFERENCES	10-590-1401	1,300	750	750
MAINTENANCE & REPAIR-BUILDING	10-590-1500	3,000	3,000	3,000
MAINTENANCE & REPAIR- EQUIP	10-590-1600	750	750	750
MAINTENANCE & REPAIR-VEHICLES	10-590-1700	200	200	200
MAINT & REPAIR-VEHICLES-WELLNESS	10-590-1701	200	200	200
COMPUTER PROGRAMMING/ SUPPORT	10-590-2000	3,200	-	-
GAS, OIL & TIRES	10-590-3100	350	350	350
GAS, OIL & TIRES-WELLNESS	10-590-3101	350	350	350
OFFICE SUPPLIES	10-590-3300	6,000	6,000	6,000
OTHER SUPPLIES AND MATERIALS	10-590-3400	6,000	6,000	6,000
SAFETY SUPPLIES & MATERIALS	10-590-3401	5,000	5,000	5,000
UNIFORMS-ACCESSORIES	10-590-3600	600	600	600
AWARDS/ RECOGNITIONS	10-590-4000	9,000	9,000	9,000
DUES AND SUBSCRIPTIONS	10-590-5300	3,500	3,500	3,500
DUES AND SUBSCRIPTIONS-WELLNESS	10-590-5301	650	650	650
INSURANCE	10-590-5400	2,500	2,500	2,500
WORKERS COMPENSATION	10-590-5800	1,735	1,900	1,900
<b>TOTALS</b>		<b>483,629</b>	<b>484,926</b>	<b>484,926</b>

# CITY OF ASHEBORO

## ARTS & CULTURAL SERVICES

### GENERAL INFORMATION

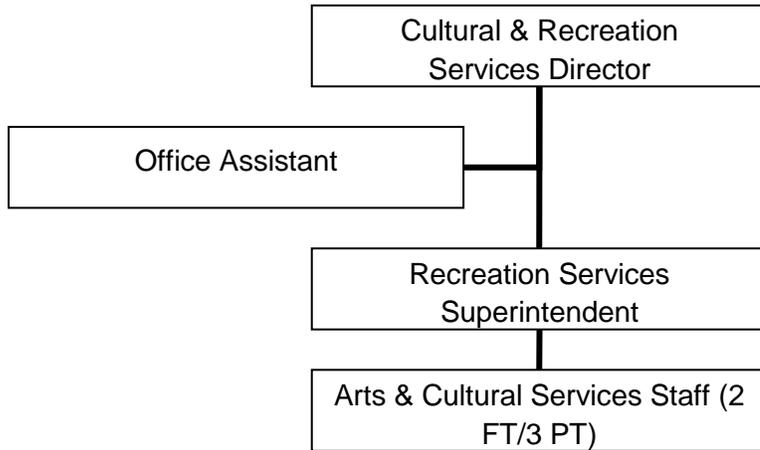
This department is responsible for the administration and the organization of the arts and cultural programs, activities and facilities provided by the city.

### 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.

**CITY OF ASHEBORO**  
**Arts & Cultural Services Department**  
**Organizational Chart**



**ARTS & CULTURAL SERVICES DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-615

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-9-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-615-0200	63,471	63,471	63,471
PART TIME WAGES	10-615-0200	20,100	20,100	20,100
PROF SERVICES	10-615-0400	8,800	8,800	8,800
FRINGE BENEFITS: FICA	10-615-0702	5,181	5,181	5,181
FRINGE BENEFITS: MEDICARE	10-615-0703	1,212	1,212	1,212
FRINGE BENEFITS: INSURANCE	10-615-0704	12,000	11,000	11,000
FRINGE BENEFITS: RETIREMENT	10-615-0705	4,443	4,443	4,443
PROGRAMS	10-615-1200	12,000	12,000	12,000
PROGRAMS-SUNSET THEATER	10-615-1201	25,000	25,000	25,000
PROGRAMS- CONCERT SERIES	10-615-1202	25,000	25,000	25,000
PROGRAMS- ARTS GUILD	10-615-1203	17,000	17,000	17,000
PROGRAMS- MALL PLAYGROUND	10-615-1204	10,000	10,000	10,000
PROGRAMS- SENIOR ADULT CENTER	10-615-1205	42,000	42,000	42,000
UTIL., FUEL, LGHTS- SUNSET THEATER	10-615-1301	9,500	9,500	9,500
UTIL., FUEL, LGHTS- FARMERS MKT	10-615-1302	1,700	1,700	1,700
TRAVEL, SCHOOLS & CONFERENCES	10-615-1400	500	500	500
MAINT & REPAIR- SUNSET THEATER	10-615-1501	3,000	3,000	3,000
OFFICE SUPPLIES & PRINTING	10-615-3300	1,000	1,000	1,000
OTHER SUPPLIES AND MATERIALS	10-615-3400	4,000	4,000	4,000
ADVERTISING	10-615-3500	1,500	1,500	1,500
UNIFORMS	10-615-3600	1,000	1,000	1,000
PURCHASES FOR RESALE	10-615-4800	6,000	6,000	6,000
DUES & SUBSCRIPTIONS	10-615-5300	750	750	750
INSURANCE	10-615-5400	2,800	2,800	2,800
CITYWIDE ART EXHIBIT	10-615-5600	4,300	4,300	4,300
MISCELLANEOUS EXPENSE	10-615-5700	750	750	750
WORKERS COMPENSATION	10-615-5800	3,000	3,000	3,000
PRINCIPAL ON DEBT	10-615-8100	130,000	130,000	130,000
INTEREST ON DEBT	10-615-8200	17,000	17,000	17,000
<b>TOTALS</b>		<b>433,007</b>	<b>432,007</b>	<b>432,007</b>

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

Code: 10-615

Item	Remarks	Acct. #	Department Requested 4-9-13	Manager Recommended	Council Approved
Programs - Sunset Theatre	With a renovated Theatre more programming will be needed to utilize the new facility. More programming means additional money will be needed to sign concerts and purchase additional movie rights. The department would prefer an additional line item to cover movie rights but an all inclusive program line item is alright.	1201	25,000	25,000	25,000
Programs - Concert Series	Next season is the 10 year anniversary of the concert series and we would like to do something above and beyond. We plan on asking for \$5000 in 2013-2014 and then \$5000 in 2014-2015 since the 10th season will span both budgets.	1202	25,000	25,000	25,000
Programs - Arts Guild	Department requests the same contribution in 2013-2014	1203	17,000	17,000	17,000
Programs - Mall Playground	City Manager extended sponsorship contract fro 3 more years. FY 2013-2014 will be year #1 of the new contract.	1204	10,000	10,000	10,000
Programs - Senior Adults Center	Department usually requests the same contribution for senior programming each year. City Manager may want to adjust based on ED Funds being given to the Center. The department recommends continuing at the same level for services in FY 2013-2014.	1205	42,000	42,000	42,000

# CITY OF ASHEBORO

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## RECREATION SERVICES



### GENERAL INFORMATION

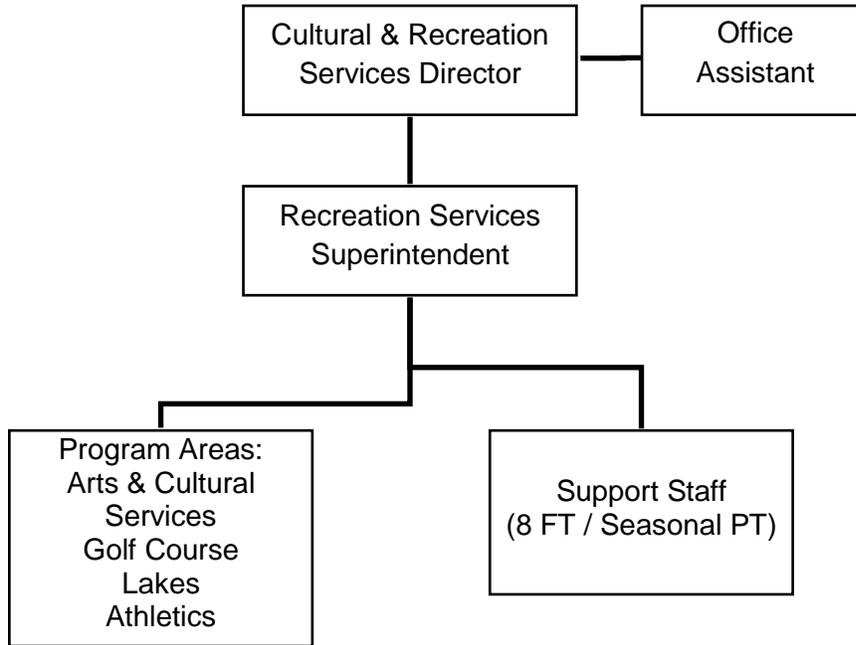
This department is responsible for the administration and the organization of the recreation programs, activities and facilities provided by the city.

### 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.

# CITY OF ASHEBORO

## Recreation Services Department



**RECREATION SERVICES DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-620

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-9-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-620-0200	238,040	238,040	238,040
PART TIME WAGES	10-620-0200	20,000	20,000	20,000
SEASONAL WAGES	10-620-0200	128,000	128,000	128,000
PROF SVC-CONTRACT BOYS/ GIRLS CLUB	10-620-0402	25,000	25,000	25,000
PROGRAM INSURANCE	10-620-0600	4,000	4,000	4,000
FRINGE BENEFITS: FICA	10-620-0702	23,935	23,935	23,935
FRINGE BENEFITS: MEDICARE	10-620-0703	5,598	5,598	5,598
FRINGE BENEFITS: INSURANCE	10-620-0704	48,000	49,500	49,500
FRINGE BENEFITS: RETIREMENT	10-620-0705	16,663	16,663	16,663
TELEPHONE	10-620-1100	14,000	14,000	14,000
INTERNET SERVICE	10-620-1101	10,560	10,560	10,560
ATHLETIC PROGRAMS	10-620-1200	70,000	70,000	70,000
OTHER PROGRAMS	10-620-1201	20,000	20,000	20,000
MCCRARY PARK LEASE	10-620-1202	18,240	18,240	18,240
UTILITIES, FUEL, LIGHTS	10-620-1300	78,000	78,000	78,000
UTILITIES, FUEL & LTS-SKATE PARK	10-620-1303	4,000	4,000	4,000
TRAVEL, SCHOOLS & CONFERENCES	10-620-1400	2,500	2,500	2,500
MAINTENANCE & REPAIR - BLDG	10-620-1500	16,000	6,000	6,000
BLDG MAINT & REPAIR - MCCRARY BALLPARK	10-620-1503	5,000	5,000	5,000
MAINTENANCE & REPAIR-EQUIP	10-620-1600	7,500	7,500	7,500
MAINTENANCE & REPAIR-VEH PART	10-620-1700	3,000	3,000	3,000
GAS, OIL AND TIRES	10-620-3100	5,000	5,000	5,000
OFFICE SUPPLIES & PRINTING	10-620-3300	7,000	7,000	7,000
COPY MACHINE LEASE	10-620-3301	3,500	3,500	3,500
OTHER SUPPLIES AND MATERIALS	10-620-3400	54,000	54,000	54,000
ADVERTISING	10-620-3500	1,500	1,500	1,500
UNIFORMS	10-620-3600	4,000	4,000	4,000
CONTRACTED MAINTENANCE	10-620-4500	5,000	5,000	5,000
PURCHASES FOR RESALE	10-620-4800	35,000	35,000	35,000
STATE SALES TAX REPORT	10-620-4900	4,500	4,500	4,500
DUES & SUBSCRIPTIONS	10-620-5300	500	500	500
INSURANCE	10-620-5400	8,600	8,600	8,600
MISCELLANEOUS EXPENSE	10-620-5700	2,500	2,500	2,500
MERCHANT FEE	10-620-5701	2,100	2,100	2,100
WORKERS COMPENSATION	10-620-5800	18,000	19,000	19,000
SMALL EQUIPMENT- NON CAP	10-620-6000	1,600	1,600	1,600
CAPITAL OUTLAY: EQUIPMENT	10-620-7400	32,000		
ADA IMPROVEMENTS	10-620-8400	1,500	1,500	1,500
<b>TOTALS</b>		<b>944,336</b>	<b>904,836</b>	<b>904,836</b>

**RECREATION SERVICES DEPARTMENT**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-620

Item	Remarks	Acct. #	Department Requested 4-9-13		Manager Recommended	Council Approved
			Qty	Cost		
Boys & Girls Club	Department requests the same contribution in 2013-2014.	0402		25,000	25,000	25,000
Renovate meeting room at the old Holly Street Recreation office	Theatre renovation has taken the department's only meeting space (annex). The department has a great need for meeting space for coaches meetings, active living seminars, rentals to public, etc. Renovation would include handicap restroom, new HVAC, kitchenette and carpet.	1500		10,000		
Building Maintenance & Repair - McCrary Ballpark	New seats were funded in FY 2012-2013 however structural problems were discovered to the grandstand that need to be addressed before the new seats can be installed. An engineering firm was hired to study the problem but has not made recommendations yet. Once they do, expense will be incurred to correct the problem. At this time we have no idea what amount to request for those improvements so we are only requesting basic maintenance to facility.	1503		5,000	5,000	5,000
Laptop Computer	The department currently does not have a laptop capable of taking to presentations, conferences or to our multiple facilities.	6000		1,600	1,600	1,600
Picnic Shelter at Lake Reese	Add a shelter to the picnic table area at Lake Reese.	7400		10,000		
Floating Fishing Pier at Lake Reese	Bank fishing areas at Lake Reese are very limited. The only practical way to add fishing area is to go out into the water.	7400		22,000		

# CITY OF ASHEBORO

## 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 designed by Donald Ross, and serves as the home of the city golf championship.

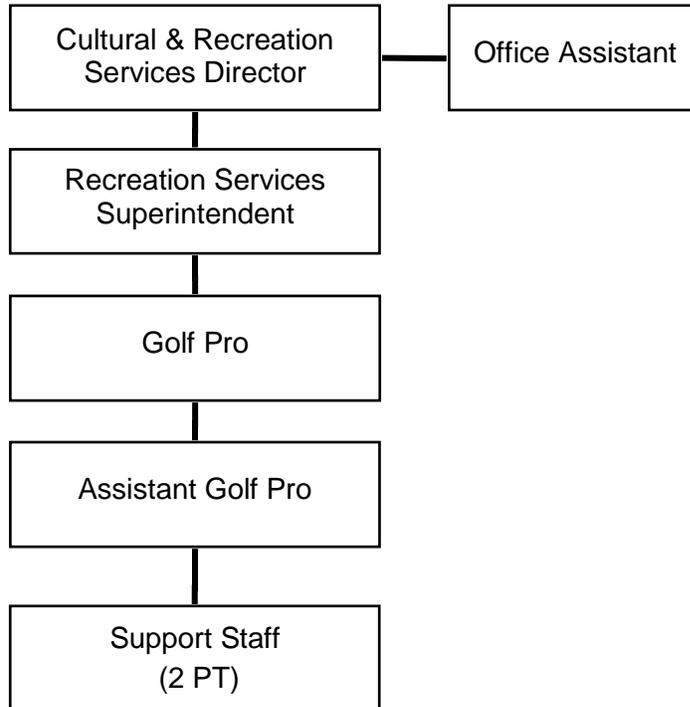
### OBJECTIVES

- 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
  - Ladies' City Amateur
  - Junior Amateur
  - Club Championships
  - Parent / Child Tournaments
  - Night Golf Tournaments

Youth Lessons

# CITY OF ASHEBORO

## Municipal Golf Course Organizational Chart



**MUNICIPAL GOLF COURSE  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-625

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-9-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-625-0200	74,702	74,702	74,702
PART TIME WAGES	10-625-0200	15,050	15,050	15,050
FRINGE BENEFITS: FICA	10-625-0702	5,565	5,565	5,565
FRINGE BENEFITS: MEDICARE	10-625-0703	1,301	1,301	1,301
FRINGE BENEFITS: INSURANCE	10-625-0704	12,000	11,000	11,000
FRINGE BENEFITS: RETIREMENT	10-625-0705	5,229	5,229	5,229
TELEPHONE	10-625-1100	1,900	1,900	1,900
GOLF PROGRAMS	10-625-1200	5,000	5,000	5,000
UTILITIES, FUEL & LIGHTS	10-625-1300	11,000	11,000	11,000
TRAVEL, SCHOOLS & CONFERENCES	10-625-1400	500	500	500
MAINTENANCE & REPAIR -BLDG	10-625-1500	1,000	1,000	1,000
MAINTENANCE & REPAIR-EQUIP	10-625-1600	500	500	500
MAINTENANCE & REPAIR-VEH PART	10-625-1700	1,000	1,000	1,000
GAS, OIL AND TIRES	10-625-3100	9,000	9,000	9,000
SUPPLIES AND MATERIALS	10-625-3400	22,000	22,000	22,000
CONTRACTED MAINTENANCE	10-625-4500	2,500	2,500	2,500
PURCHASES FOR RESALE	10-625-4800	3,000	3,000	3,000
STATE SALES TAX REPORT	10-625-4900	4,000	4,000	4,000
INSURANCE	10-625-5400	600	600	600
MISCELLANEOUS EXPENSE	10-625-5700	1,500	1,500	1,500
WORKERS COMPENSATION	10-625-5800	1,500	1,500	1,500
<b>TOTALS</b>		<b>178,847</b>	<b>177,847</b>	<b>177,847</b>

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

Code: 10-625

Item	Remarks	Acct. #	Department Requested 4-9-13		Manager Recommended	Council Approved
			Qty	Cost		
Gas, Oil and Tires	Cost of gasoline for carts continues to rise. Have exceeded this line item for three years in a row. Need to increase line item.	3100		9,000	9,000	9000



## 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 its citizens through the Asheboro Public Library.

## OBJECTIVE

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

**LIBRARY**  
**GENERAL FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 10-630

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
UTILITY, FUEL, LIGHTS	10-630-1300	15,459	15,459	15,459
BLDG MAINT & REPAIR- MAIN LOC	10-630-1500	8,000	43,000	43,000
BLDG MAINT & REP- SUNSET AVE LOC	10-630-1501	100	100	100
ASHEBORO PUBLIC LIBRARY-BOOKS	10-630-3400	70,000	70,000	70,000
ASHEBORO PUB LIB-PERIODICALS	10-630-3402	25,000	25,000	25,000
ASHEBORO PUB LIB-SUPPLIES	10-630-3403	12,500	12,500	12,500
INSURANCE-LIBRARY	10-630-5400	2,563	2,563	2,563
PRINCIPAL-LONG TERM DEBT-LIB	10-630-8100	92,049	92,049	92,049
INTEREST ON LONG TERM DEBT-LIB	10-630-8200	7,492	7,492	7,492
<b>TOTALS</b>		<b>268,163</b>	<b>268,163</b>	<b>268,163</b>



## GENERAL INFORMATION

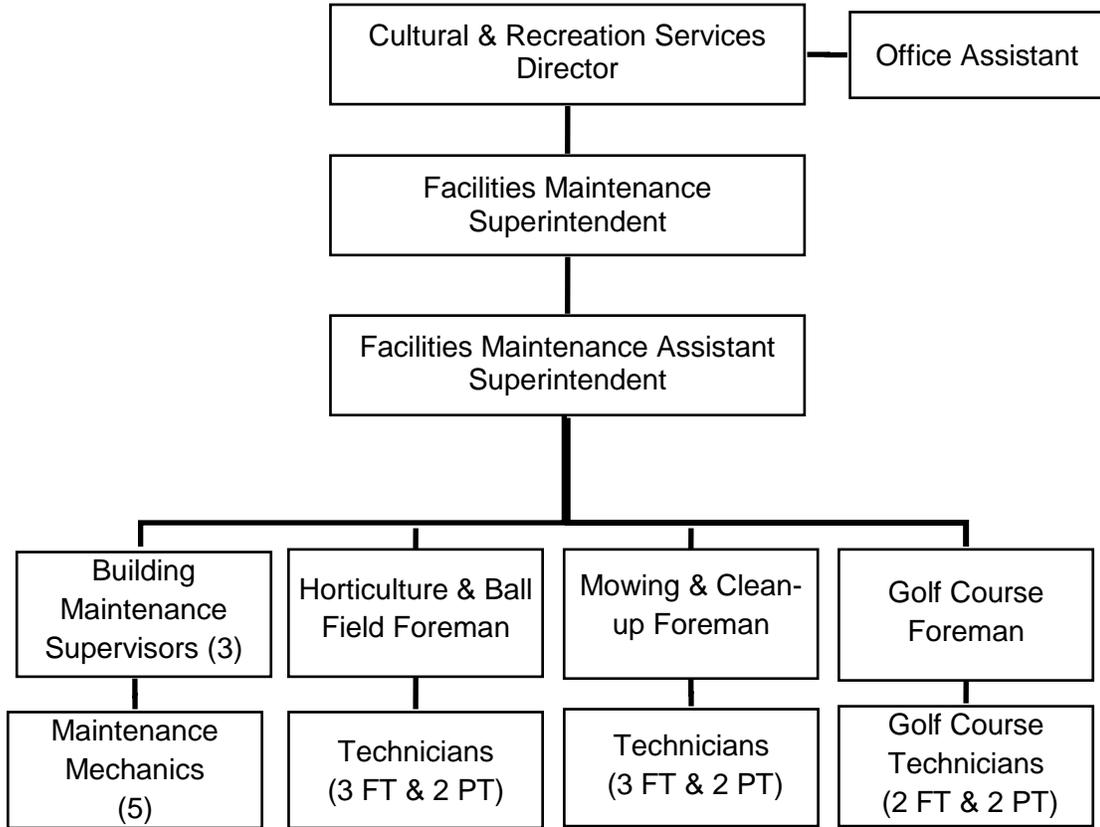
This department is responsible for the care and maintenance of the city cemeteries, city parks, ball fields, lakes and adjoining facilities, and the municipal golf course. In addition to the care of the grounds of city property and public lands, the department is responsible for the maintenance of the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

# CITY OF ASHEBORO

## Facilities Maintenance Organizational Chart



**FACILITIES MAINTENANCE DEPARTMENT  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-640

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-5-13	Manager Recommended	Council Approved
SALARIES AND WAGES	10-640-0200	888,675	888,675	888,675
PART TIME WAGES	10-640-0200	99,400	99,400	99,400
OVERTIME EXPENSE	10-640-0201	30,000	30,000	30,000
SALARIES & WAGES-CONTRA	10-640-0300	(45,000)	(45,000)	(45,000)
FRINGE BENEFITS: FICA	10-640-0702	63,121	63,121	63,121
FRINGE BENEFITS: MEDICARE	10-640-0703	14,762	14,762	14,762
FRINGE BENEFITS: INSURANCE	10-640-0704	138,000	121,000	121,000
FRINGE BENEFITS: RETIREMENT	10-640-0705	64,307	64,307	64,307
UNEMPLOYMENT COMPENSATION	10-640-0800	5,000	5,000	5,000
TELEPHONE	10-640-1100	9,000	9,000	9,000
INTERNET SERVICE	10-640-1101	9,000	9,000	9,000
UTILITIES, LIGHTS, AND FUEL	10-640-1300	9,000	9,000	9,000
TRAVEL, SCHOOLS, CONFERENCES	10-640-1400	5,000	5,000	5,000
MAINTENANCE AND REPAIR -BLDG	10-640-1500	100,000	20,000	20,000
MAINTENANCE & REPAIR - EQUIP	10-640-1600	20,000	20,000	20,000
MAINTENANCE & REPAIR-VEH PART	10-640-1700	35,000	35,000	35,000
GAS, OIL AND TIRES	10-640-3100	45,000	45,000	45,000
OFFICE SUPPLIES AND PRINTING	10-640-3300	3,500	3,500	3,500
OTHER SUPPLIES AND MATERIALS	10-640-3400	30,000	30,000	30,000
HORTICULTURE SUPPLIES	10-640-3401	12,000	12,000	12,000
HORTICULTURE SUPPLIES BY PASS	10-640-3402	6,500	6,500	6,500
SAFETY SUPPLIES	10-640-3403	7,500	7,500	7,500
JANITORIAL SUPPLIES	10-640-3404	25,000	25,000	25,000
OTHER SUPPLIES & MATER-LIBRARY	10-640-3405	6,000	6,000	6,000
UNIFORMS	10-640-3600	18,000	18,000	18,000
CONTRACTED MAINT - VEHICLES	10-640-4400	7,500	7,500	7,500
CONTRACTED MAINTENANCE	10-640-4500	6,500	6,500	6,500
DUES & SUBSCRIPTIONS	10-640-5300	500	500	500
INSURANCE	10-640-5400	25,000	25,000	25,000
COMMUNITY APPEARANCE	10-640-5500	17,500	17,500	17,500
MISCELLANEOUS EXPENSE	10-640-5700	3,000	3,000	3,000
WORKERS COMPENSATION	10-640-5800	45,000	45,000	45,000
SMALL EQUIPMENT NON CAP	10-640-6000	10,000	10,000	10,000
CAPITAL OUTLAY: EQUIPMENT	10-640-7400	70,000	-	-
CAPITAL OUTLAY: COMM. APPEARANCE	10-640-7401	3,000	3,000	3,000
PRINCIPAL ON LONG-TERM DEBT	10-640-8100	22,000	38,405	38,405
INTEREST ON LONG-TERM DEBT	10-640-8200	2,500	3,426	3,426
<b>TOTALS</b>		<b>1,811,265</b>	<b>1,661,596</b>	<b>1,661,596</b>

**FACILITIES MAINTENANCE DEPARTMENT**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-640

Item	Remarks	Acct. #	Department Requested	Manager Recommended	Council Approved
Maintenance building addition	We do not have enough working space for projects.	1500	80,000		
Multiuse utility vehicle for Golf Course	The vehicle used now is also used on other Facilities but is needed fulltime at the Golf Course	7400	35,000		
Service Truck	Service Truck for Maintenance Dept.	7400	35,000		
				-	
			70,000	-	



## 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 2012-2013

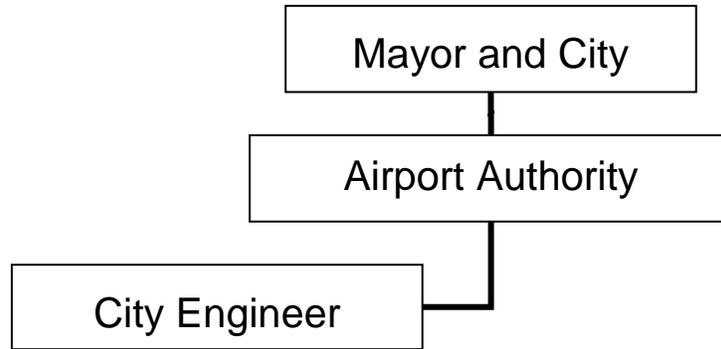
- Construction of Airport water & sewer line extensions, and the Airport/Tot Hill Farm sewer pump station and force main
- Plans and bid documents for construction of taxi lane and hangar site preparation
- Plans and bid documents for obstruction clearing at the north end of the runway

## PROJECTS SCHEDULED FY 2013-2014

- Construction of taxi lane and hangar site preparation
- Obstruction clearing at the north end of the runway
- Plans and bid documents for taxi lane paving
- Remarketing of runway for better visibility

# CITY OF ASHEBORO

## Airport Authority Organizational Chart



**AIRPORT AUTHORITY  
GENERAL FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 10-650

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
AIRPORT AUTHORITY FRINGE-XMAS	10-650-0701	150	150	150
STATE PERMIT FEES	10-650-1000	100	100	100
UTILITIES, LIGHTS AND FUEL	10-650-1300	27,000	27,000	27,000
TRAVEL, SCHOOLS, CONFERENCES	10-650-1400	900	900	900
MAINT & REPAIR-BUILDINGS	10-650-1500	5,000	1,500	1,500
MAINTENANCE & REPAIR - EQUIP	10-650-1600	9,000	5,000	5,000
MAINTENANCE & REPAIR-VEH PARTS	10-650-1700	1,000	1,000	1,000
SUPPLIES AND MATERIALS	10-650-3400	7,000	2,000	2,000
CONTRACTED MAINT-VEHICLE PARTS	10-650-4400	500	500	500
CONTRACTED SERVICES	10-650-4500	7,000	1,500	1,500
INSURANCE	10-650-5400	6,100	6,100	6,100
CONTRIB-AIRPORT R/W EXT PH III	10-650-6600	16,700	16,700	16,700
<b>TOTALS</b>		<b>80,450</b>	<b>62,450</b>	<b>62,450</b>

**AIRPORT AUTHORITY**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-650

Item	Remarks	Acct. #	Department Requested 3-22-13		Manager Recommended	Council Approved
			Quantity	Cost		
Cont.-Airport	10%	10-650.6600	1	16,700	16,700	16,700
Impts.	VISION 100					
	Grant Match					



**CITY OF ASHEBORO  
WATER AND SEWER FUND**

WATER & SEWER FUND REVENUES  
FY 2013-2014

CODE: 30

ACCOUNT	Number	Fiscal Year 2013-2014	
		Manager Recommended	Council Approved
INTEREST EARNED ON INVESTMENTS	329-0000	12,733	12,733
RENTS - SPRINT	331-0300	23,804	23,804
RENTS - AT&T	331-0400	47,610	47,610
RENTS - VERIZON WIRELESS	331-0500	20,700	20,700
MISCELLANEOUS REVENUE	335-0000	1,611	1,611
RECOVERY OF BAD DEBTS	335-0500	53,846	53,846
PERSONAL USE OF CITY VEHICLES	335-0600	3,654	3,654
SALE OF WATER	371-0100	6,949,172	6,949,172
SEWER CHARGES	371-0200	5,240,753	5,240,753
SAMPLING AND MONITORING FEES	372-0000	33,401	33,401
SURCHARGES	372-0100	216,708	216,708
SEPTIC TANK DISCHARGES	372-0200	43,545	43,545
WATER TAPS AND CONNECTION FEES	373-0000	71,449	71,449
SEWER TAPS AND CONNETION FEES	374-0000	9,050	9,050
LATE FEES	375-0000	329,810	329,810
RETURNED CHECK FEES	376-0000	7,428	7,428
SALE OF MATERIALS - SERVICES	381-0000	17,897	17,897
SALE OF FIXED ASSETS	383-0000	35,895	35,895
PROCEEDS LEASE (FINANCING)	385-0100	2,171,000	2,171,000
<b>TOTAL WATER - SEWER FD. REV.</b>		<b>15,290,066</b>	<b>15,290,066</b>

WATER & SEWER FUND EXPENDITURES SUMMARY BY DEPARTMENT  
FY 2013-2014

DEPT#	DEPARTMENT	Department Requested	Manager Recommended	Council Approved
720	BILLING AND COLLECTING	416,428	416,428	416,428
810	WATER METER OPERATIONS	749,950	705,510	705,510
820	WATER SUPPLY & TREATMENT	3,986,899	3,489,550	3,489,550
830	WASTEWATER TREATMENT	7,079,809	6,232,309	6,232,309
840	WATER MAINTENANCE	1,375,230	1,034,734	1,034,734
850	WASTEWATER MAINTENANCE	2,194,035	1,392,922	1,392,922
860	TECHNICAL SERVICES	192,847	192,847	192,847
870	SYSTEMS MAINTENANCE	1,384,068	1,269,004	1,269,004
880	WATER QUALITY	606,762	556,762	556,762
<b>WATER - SEWER FUND TOTAL</b>		<b>17,986,027</b>	<b>15,290,066</b>	<b>15,290,066</b>



## 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 Environmental Services department, they process the billing for various services such as commercial dumpster collection and charges for curbside, white goods and brush collection.

Duties performed by departmental staff include the processing of customer orders for the start, termination or transfer of water services; billing of all customers 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.

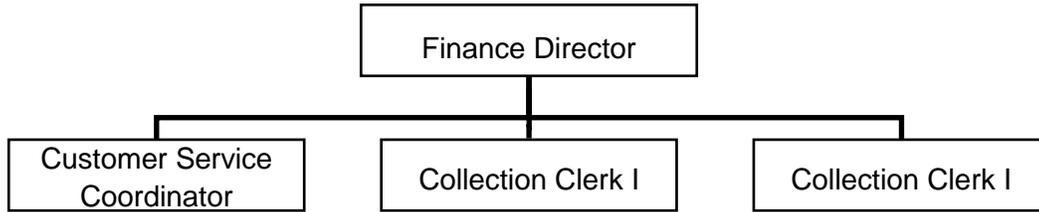
## OBJECTIVES

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.

**CITY OF ASHEBORO**  
**Billing and Collection**  
**Organizational Chart**



**BILLING & COLLECTION DEPARTMENT**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-720

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-720-0200	215,429	215,429	215,429
FRINGE BENEFITS: FICA	30-720-0702	13,357	13,357	13,357
FRINGE BENEFITS: MEDICARE	30-720-0703	3,124	3,124	3,124
FRINGE BENEFITS: INSURANCE	30-720-0704	24,000	24,000	24,000
FRINGE BENEFITS: RETIREMENT	30-720-0705	15,080	15,080	15,080
TELEPHONE	30-720-1100	884	884	884
TRAVEL, SCHOOLS, CONFERENCES	30-720-1400	250	250	250
MAINTENANCE & REPAIR-EQUIP	30-720-1600	2,500	2,500	2,500
COMPUTER PROGRAMMING	30-720-2000	10,000	10,000	10,000
OFFICE SUPPLIES AND PRINTING	30-720-3300	7,000	7,000	7,000
COMPUTER SUPPLIES & EQUIPMENT	30-720-3301	1,000	1,000	1,000
POSTAGE	30-720-3400	59,700	59,700	59,700
UNIFORMS	30-720-3600	1,300	1,300	1,300
CONTRACTED BILLING EXPENSE	30-720-4500	27,000	27,000	27,000
CREDIT CARD & BANK FEES	30-720-4501	7,000	7,000	7,000
CONTR SVS- KIOSK	30-720-4502	10,940	10,940	10,940
DUES AND SUBSCRIPTIONS	30-720-5300	300	300	300
DUES & SUBSCRIPTIONS-SOFTWARE	30-720-5301	7,200	7,200	7,200
INSURANCE	30-720-5400	1,750	1,750	1,750
MISCELLANEOUS EXPENSE	30-720-5700	2,000	2,000	2,000
WORKERS COMPENSATION	30-720-5800	414	414	414
CASH SHORTAGES/ OVERAGES	30-720-5900	200	200	200
SMALL EQUIPMENT NON CAP	30-720-6000	6,000	6,000	6,000
<b>TOTALS</b>		<b>416,428</b>	<b>416,428</b>	<b>416,428</b>

CITY OF  
**ASHEBORO**

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WATER METER OPERATIONS

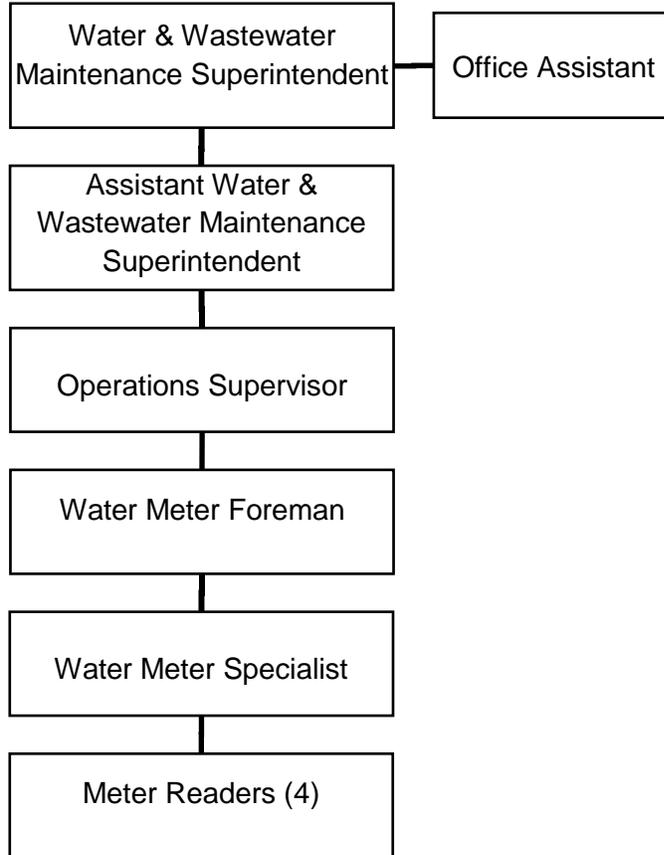
GENERAL INFORMATION

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.

**CITY OF ASHEBORO**  
**Water Meter Operations**  
**Organizational Chart**



**WATER METER OPERATIONS DEPARTMENT  
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 30-810

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-810-0200	367,574	367,574	367,574
OVERTIME EXPENSE	30-810-0201	2,500	2,500	2,500
FRINGE BENEFITS: FICA	30-810-0702	22,945	22,945	22,945
FRINGE BENEFITS: MEDICARE	30-810-0703	5,366	5,366	5,366
FRINGE BENEFITS: INSURANCE	30-810-0704	42,000	48,000	48,000
FRINGE BENEFITS: RETIREMENT	30-810-0705	25,905	25,905	25,905
FRINGE BENEFITS: 401K	30-840-0706	456	456	456
UNEMPLOYMENT COMPENSATION	30-810-0800	3,000	3,000	3,000
TELEPHONE	30-810-1100	2,200	2,200	2,200
TRAVEL, SCHOOLS, CONFERENCES	30-810-1400	500	500	500
MAINTENANCE & REPAIR-EQUIPMENT	30-810-1600	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-810-1700	13,000	13,000	13,000
GAS, OIL AND TIRES	30-810-3100	25,000	25,000	25,000
OFFICE SUPPLIES AND PRINTING	30-810-3300	1,500	1,500	1,500
OTHER SUPPLIES AND MATERIALS	30-810-3400	50,000	50,000	50,000
METER REPLACEMENT	30-810-3401	86,000	86,000	86,000
UNIFORMS & ACCESSORIES	30-810-3600	6,500	6,500	6,500
CONTRACTED MAINTENANCE-VEHICLES	30-810-4400	1,500	1,500	1,500
CONTRACTED MAINTENANCE	30-810-4500	10,000	16,000	16,000
DUES & SUBSCRIPTIONS	30-810-5300	300	300	300
INSURANCE	30-810-5400	5,300	5,300	5,300
MISCELLANEOUS EXPENSE	30-810-5700	3,000	3,000	3,000
WORKERS COMPENSATION	30-810-5800	8,000	8,000	8,000
SMALL EQUIPMENT NON CAP	30-810-6000	1,500	1,500	1,500
CAPITAL OUTLAY: EQUIPMENT	30-810-7400	62,000	-	
PRINCIPAL ON LONG TERM DEBT	30-810-8100	2,847	8,109	8,109
INTEREST ON LONG TERM DEBT	30-810-8200	57	355	355
<b>TOTALS</b>		<b>749,950</b>	<b>705,510</b>	<b>705,510</b>

**WATER METER OPERATIONS DEPARTMENT  
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-810

Item	Remarks	Acct.	Department Requested 3-22-13	Manager Recommended	Council Approved
hand held maint agreement	keep hand helds current with software updates	74	6,000	moved to contracted maint	
pickup truck	replace truck - spent \$45,000 repairing	74	28,000		
pickup truck	replace truck - spent \$33,000 repairing	74	28,000		
			<b>62,000</b>	-	-

# CITY OF ASHEBORO

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## WATER TREATMENT



### 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.

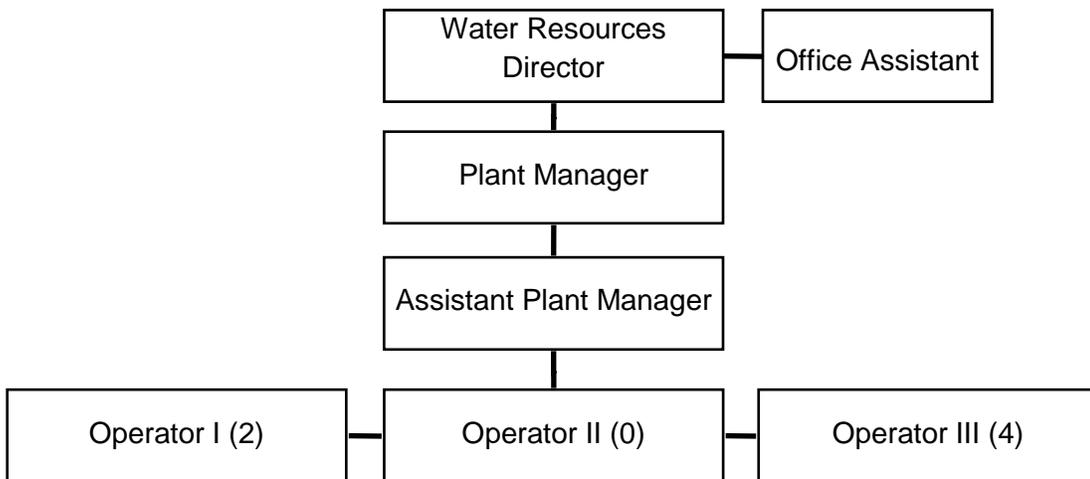
Water is treated at the W. L. Brown Water Treatment Plant on Winslow Avenue with a treatment capacity of 12 MGD. Water is pumped from the treatment plant to customers through five high service pumps and stored in six storage tanks with a capacity of 6.66 million gallons. The operators at the treatment 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 2012 was 1.594 billion gallons at an average daily consumption rate of 4.35 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.

## CITY OF ASHEBORO Water Supply & Treatment Plant Organizational Chart



**WATER SUPPLY AND TREATMENT PLANT  
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 30-820

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-26-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-820-0200	497,805	497,805	497,805
OVERTIME EXPENSE	30-820-0201	1,500	1,500	1,500
ENGINEERING SERVICES	30-820-0400	30,000	30,000	30,000
FRINGE BENEFITS: FICA	30-820-0702	20,864	20,864	20,864
FRINGE BENEFITS: MEDICARE	30-820-0703	7,218	7,218	7,218
FRINGE BENEFITS: INSURANCE	30-820-0704	48,000	48,000	48,000
FRINGE BENEFITS: RETIREMENT	30-820-0705	34,846	34,846	34,846
FRINGE BENEFITS: 401K	30-840-0706	456	456	456
TELEPHONE	30-820-1100	8,000	8,000	8,000
INTERNET SERVICE	30-820-1101	9,611	9,611	9,611
UTILITIES, FUEL AND LIGHTS	30-820-1300	460,000	460,000	460,000
TRAVEL, SCHOOLS & CONFERENCES	30-820-1400	1,500	1,500	1,500
MAINT & REPAIR-BLDGS & TANKS	30-820-1500	92,000	92,000	92,000
MAINTENANCE & REPAIR - EQUIP	30-820-1600	189,000	143,500	143,500
MAINTENANCE & REPAIR - GENERATORS	30-820-1601	2,500	2,500	2,500
MAINTENANCE & REPAIR-VEH PART	30-820-1700	1,800	1,800	1,800
MAINT & REPAIR PUMP STATIONS	30-820-1800	66,000	53,000	53,000
GAS, OIL AND TIRES	30-820-3100	5,700	5,700	5,700
OFFICE SUPPLIES AND PRINTING	30-820-3300	7,000	7,000	7,000
OTHER SUPPLIES AND MATERIALS	30-820-3400	6,000	6,000	6,000
LAB CHEMICALS AND SUPPLIES	30-820-3450	2,500	2,500	2,500
CHEMICALS	30-820-3500	415,000	405,000	405,000
UNIFORMS AND ACCESSORIES	30-820-3600	8,500	8,500	8,500
CONTRACTED SERVICES	30-820-4500	1,040,000	772,000	772,000
INSTRUMENT MAINTENANCE	30-820-4502	40,000	40,000	40,000
COMPUTER PROGRAM & MAINTENANCE	30-820-4503	2,000	2,000	2,000
CONTRACTED MAINT - TANKS	30-820-4504	269,561	162,712	162,712
PERMITS, FEES & CERTIFICATION	30-820-5100	3,500	3,500	3,500
DUES AND SUBSCRIPTIONS	30-820-5300	2,100	2,100	2,100
INSURANCE	30-820-5400	15,000	15,000	15,000
STATE MACHINERY TAX REPORT	30-820-5500	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	30-820-5700	1,500	1,500	1,500
WORKERS COMPENSATION	30-820-5800	11,355	11,355	11,355
SMALL EQUIPMENT NON CAP	30-820-6000	2,000	2,000	2,000
CAPITAL OUTLAY: EQUIPMENT	30-820-7400	299,075	205,075	205,075
LIBRARY FUND	30-820-7600	500	500	500
PRINCIPAL ON LONG TERM DEBT	30-820-8100	256,200	296,200	296,200
INTEREST ON LONG TERM DEBT	30-820-8200	127,308	127,308	127,308
<b>TOTALS</b>		<b>3,986,899</b>	<b>3,489,550</b>	<b>3,489,550</b>

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

Code: 30-820

Item	Acct. #	Department Requested 26-13	Manager Recommended	Council Approved
Replace lab sink in operators room	1500	15,000		
Rehab old caustic tanks for alum use	1500	25,000		
Upgrade chlorine day tank room (safety issue)	1500	16,000	16,000	16,000
Ecomizer for air handler (will pay for itself over time)	1500	14,000		
Replace bolts in north plant basement piping	1500	12,000	12,000	12,000
miscellaneous	1500	10,000	10,000	10,000
<b>Total</b>		<b>92,000</b>	<b>38,000</b>	<b>38,000</b>
Replace raw water flow meters and ROF control	1600	27,000		
Replace globe valve on high service pump 5 (cost \$4000/year to maintain)	1600	18,500		
Replace north plant ROF control valves and flow meters	1600	50,000	50,000	50,000
Replace 5 wornout actuators in south plant	1600	23,500	23,500	23,500
miscellaneous	1600	70,000	70,000	70,000
<b>Total</b>		<b>189,000</b>	<b>143,500</b>	<b>143,500</b>
Replace Roto Valve on 450 Hp	1800	18,000	18,000	18,000
Telemetry Panel for Daves Mt. Pump Station	1800	13,000		
miscellaneous	1800	35,000	35,000	35,000
<b>Total</b>		<b>66,000</b>	<b>53,000</b>	<b>53,000</b>
Contracted Services Tanks Church Street	4504	106,849		
Contracted Services Tanks Dave's Mountain	4504	4,600	4,600	4,600
Contracted Services Tanks Hwy 49	4504	27,311	27,311	27,311
Contracted Services Tanks Oakie Mountain	4504	58,525	58,525	58,525
Contracted Services Tanks Shamrock	4504	72,276	72,276	72,276
<b>Total</b>		<b>269,561</b>	<b>162,712</b>	<b>162,712</b>
Replace Roof- North Plant Clearwell	4500	87,000		
Replace Roof- South Plant Clearwell	4500	181,000		
Rebuild high service pump #1	4500	15,000	15,000	15,000
Filter media upgrades including air scour system	4500	757,000	757,000	757,000
<b>Total</b>		<b>1,040,000</b>	<b>772,000</b>	<b>772,000</b>
Paint Clarifier #1 on south plant	7400	40,000		
Replace 1200 amp electrical panel in north plant	7400	176,075	176,075	176,075
Scada upgrades to include process equipment and chemical tank levels	7400	12,000		
Truck for water plant (crew cab 4x4) to replace truck #1141	7400	29,000	29,000	29,000
Used electric pallet jack	7400	4,000		
Pax mixer for shamrock water tank	7400	38,000		
<b>Total</b>		<b>299,075</b>	<b>205,075</b>	<b>205,075</b>



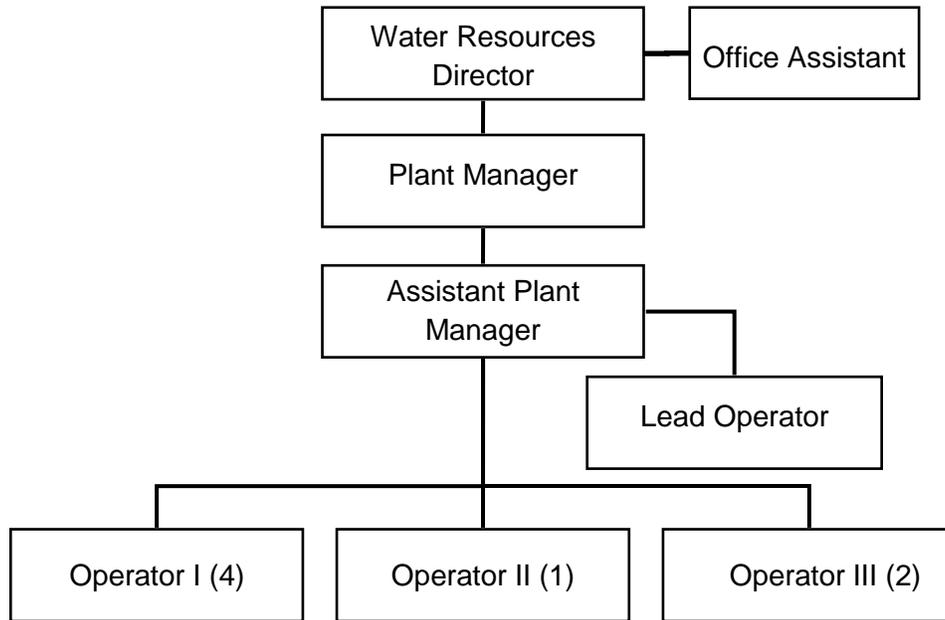
## GENERAL INFORMATION

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 2012-2013 fiscal period was 1.248 billion gallons at an average daily flow of 3.41 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.

**CITY OF ASHEBORO**  
**Wastewater Treatment Plant**  
**Organizational Chart**



**WASTEWATER TREATMENT PLANT  
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET  
FISCAL YEAR 2013-2014**

Code: 30-830

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-26-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-830-0200	697,802	697,802	697,802
OVERTIME EXPENSE	30-830-0201	6,000	6,000	6,000
PROFESSIONAL SERVICES	30-830-0400	10,000	10,000	10,000
FRINGE BENEFITS: FICA	30-830-0702	43,264	43,264	43,264
FRINGE BENEFITS: MEDICARE	30-830-0703	10,118	10,118	10,118
FRINGE BENEFITS: INSURANCE	30-830-0704	72,000	72,000	72,000
FRINGE BENEFITS: RETIREMENT	30-830-0705	48,846	48,846	48,846
FRINGE BENEFITS: 401K	30-830-0706	456	456	456
TELEPHONE	30-830-1100	11,000	11,000	11,000
INTERNET SERVICE	30-830-1101	10,000	10,000	10,000
UTILITIES: WASTEWATER PLANT	30-830-1350	350,000	350,000	350,000
TRAVEL, SCHOOLS & CONFERENCES	30-830-1400	3,500	3,500	3,500
MAINTENANCE AND REPAIR - BLDG	30-830-1500	\$65,000	\$15,000	15,000
MAINTENANCE AND REPAIR - EQUI	30-830-1600	\$303,000	\$283,000	283,000
MAINTENANCE & REPAIR-VEH PART	30-830-1700	20,000	20,000	20,000
GAS, OIL AND TIRES	30-830-3100	6,500	6,500	6,500
OFFICE SUPPLIES AND PRINTING	30-830-3300	3,500	3,500	3,500
OTHER SUPPLIES AND MATERIALS	30-830-3400	40,000	40,000	40,000
CHEMICALS	30-830-3500	270,000	270,000	270,000
UNIFORMS AND ACCESSORIES	30-830-3600	7,800	7,800	7,800
CONTRACTED MAINTENANCE - VEH	30-830-4400	2,000	2,000	2,000
CONTRACTED SERVICES	30-830-4500	\$350,000	\$0	-
CONT. SERV - INST. MTN	30-830-4502	9,200	9,200	9,200
CONTR SERV-COMPUTER PROG	30-830-4503	4,000	4,000	4,000
CONTR SERV-SLUDGE MANAG	30-830-4504	150,000	150,000	150,000
CONTR SVS - BAR SCREEN REFUSE	30-830-4507	2,500	2,500	2,500
PERMITS, FEES & CERTIFICATION	30-830-5100	10,000	10,000	10,000
DUES AND SUBSCRIPTIONS	30-830-5300	12,000	12,000	12,000
INSURANCE	30-830-5400	25,000	25,000	25,000
MISCELLANEOUS EXPENSE	30-830-5700	1,500	1,500	1,500
WORKERS COMPENSATION	30-830-5800	25,000	25,000	25,000
SMALL EQUIPMENT NON CAP	30-830-6000	2,000	2,000	2,000
CONTRIB CAPITAL PROJECT (EC Dev)	30-830-7200	800,000	800,000	800,000
EQUIPMENT UNDER CAP THRESHOLD	30-830-7300	3,000	3,000	3,000
CAPITAL OUTLAY: EQUIPMENT	30-830-7400	\$1,815,000	\$1,387,500	1,387,500
LIBRARY FUND	30-830-7600	1,000	1,000	1,000
PRINCIPAL ON LONG TERM DEBT	30-830-8100	1,529,214	1,529,214	1,529,214
INTEREST ON LONG TERM DEBT	30-830-8200	359,609	359,609	359,609
<b>TOTALS</b>		<b>7,079,809</b>	<b>6,232,309</b>	<b>6,232,309</b>

## WASTEWATER TREATMENT PLANT

### SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 30-830

Item	Remarks	Acct. #	Department Requested	Manager Recommended	Council Approved
Blast & Paint Sludge Storage		1500	50,000		
Misc		1500	15,000	15,000	15,000
<b>Total</b>			<b>65,000</b>	<b>15,000</b>	<b>15,000</b>
Sand for Sand Filters		1600	22,000	22,000	22,000
Press Filtrate Piping		1600	20,000		
Sand for drying beds		1600	10,000	10,000	10,000
Replace 2 Trickling Filter Impellers		1600	36,000	36,000	36,000
Replace 2 Nitrication Impellers		1600	50,000	50,000	50,000
Misc		1600	165,000	165,000	165,000
<b>Total</b>			<b>303,000</b>	<b>283,000</b>	<b>283,000</b>
New control system for NIT and Trickling Filters		4500	350,000		
<b>Total</b>			<b>350,000</b>	<b>0</b>	<b>-</b>
Digester Cover #2 w/ matching pressure relief on #1 cover		7400	1,000,000	1,000,000	1,000,000
New Service Truck		7400	45,000	45,000	45,000
2- New Digester Sludge Pumps		7400	85,000	42,500	42,500
New Rubber Tire Loader		7400	300,000	300,000	300,000
New backhoe		7400	100,000		
New Chemical Feed Building		7400	185,000		
Equipment Storage Building		7400	100,000		
<b>Total</b>			<b>1,815,000</b>	<b>1,387,500</b>	<b>1,387,500</b>

CITY OF  
**ASHEBORO**  
WATER MAINTENANCE

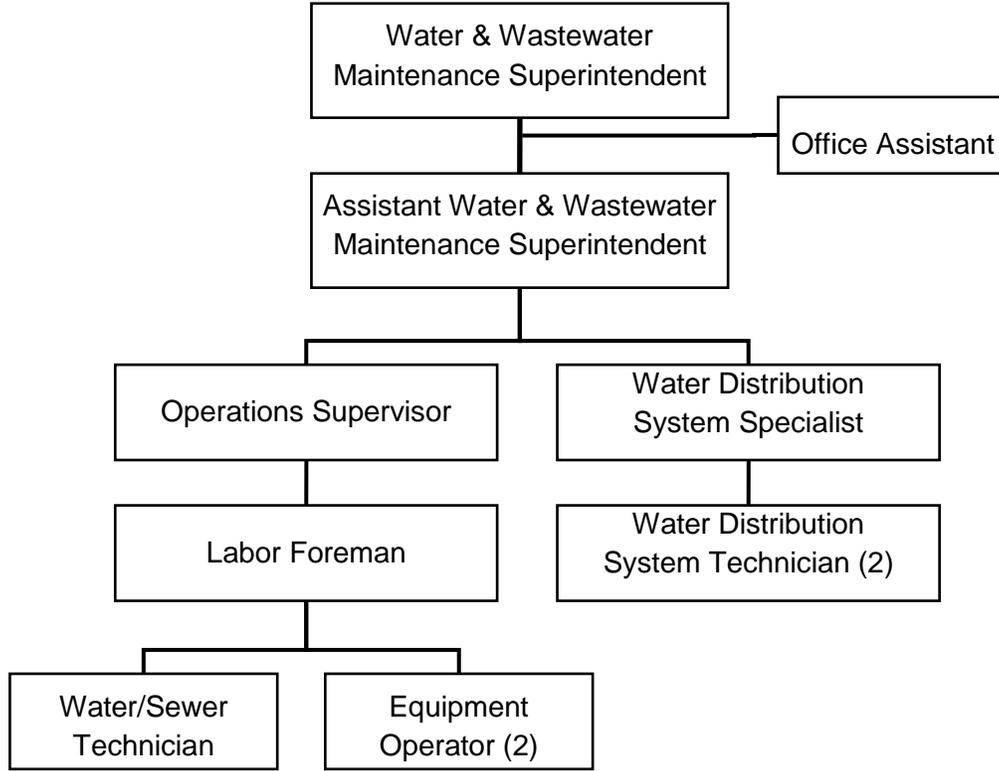
## GENERAL INFORMATION

The purpose of this department is to maintain the city's water distribution system, consisting of approximately 2240 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.
- To exercise water valves to ensure they are working properly

**CITY OF ASHEBORO**  
**Water Maintenance**  
**Organizational Chart**



**WATER MAINTENANCE**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-840

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-840-0200	473,830	473,830	473,830
OVERTIME EXPENSE	30-840-0201	25,000	25,000	25,000
FRINGE BENEFITS: FICA	30-840-0702	30,927	30,927	30,927
FRINGE BENEFITS: MEDICARE	30-840-0703	7,233	7,233	7,233
FRINGE BENEFITS: INSURANCE	30-840-0704	54,000	54,000	54,000
FRINGE BENEFITS: RETIREMENT	30-840-0705	34,918	34,918	34,918
FRINGE BENEFITS: 401K	30-840-0706	456	456	456
TELEPHONE	30-840-1100	4,000	4,000	4,000
TRAVEL, SCHOOLS & CONFERENCES	30-840-1400	1,000	1,000	1,000
MAINTENANCE & REPAIR - EQUIP	30-840-1600	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-840-1700	30,000	30,000	30,000
GAS, OIL AND TIRES	30-840-3100	25,000	25,000	25,000
OFFICE SUPPLIES AND PRINTING	30-840-3300	500	500	500
SUPPLIES AND MATERIALS	30-840-3400	150,000	150,000	150,000
SUPP & MAT - STONE	30-840-3401	35,000	35,000	35,000
SUPP & MAT -ASPHALT	30-840-3402	3,000	3,000	3,000
SUPP & MAT-HYDRANT PARTS	30-840-3403	10,000	10,000	10,000
SUPP & MAT- DOT IMPROVEMENTS	30-840-3404	5,000	5,000	5,000
UNIFORMS AND ACCESSORIES	30-840-3600	6,500	6,500	6,500
CONTRACTED MAINTENANCE-VEH	30-840-4400	450	450	450
CONTRACTED CONSTRUCTION	30-840-4500	10,000	10,000	10,000
CONTRACTED CONST-EXTENSION	30-840-4501	100,000	50,000	50,000
PERMITS, FEES & CERTIFICATIONS	30-840-5100	2,500	2,500	2,500
DUES & SUBSCRIPTIONS	30-840-5300	3,000	3,000	3,000
INSURANCE	30-840-5400	8,000	8,000	8,000
MISCELLANEOUS EXPENSE	30-840-5700	3,000	3,000	3,000
WORKERS COMPENSATION	30-840-5800	30,000	30,000	30,000
SMALL EQUIPMENT NON CAP	30-840-6000	3,000	3,000	3,000
CAPITAL OUTLAY: EQUIPMENT	30-840-7400	307,500	-	-
PRINCIPAL ON LONG TERM DEBT	30-840-8100	10,128	26,223	26,223
INTEREST ON LONG TERM DEBT	30-840-8200	288	1,197	1,197
<b>TOTALS</b>		<b>1,375,230</b>	<b>1,034,734</b>	<b>1,034,734</b>

**WATER MAINTENANCE**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-840

Item	Remarks	Acct. #	Department Requested	Manager Recommended	Council Approved
water line extension for development	annexation	4501	100,000	50,000	50,000
16" valve replacement on West St	remove vault & broken valve in on position	74	30,000		
f550 service truck	replace a 1993 model service truck	74	80,000		
mini excavator	more efficient for daily jobs	74	60,000		
utility trailer	trailer for mini excavator	74	3,000		
hydra stop	inserts valves 4"-12" w/out water interruption	74	39,500		
repair road tractor	get truck back into proper working condition	74	25,000		
flat bed	replace wore out flat bed	74	70,000		
				<b>50,000</b>	<b>50,000</b>

# CITY OF ASHEBORO

## WASTEWATER MAINTENANCE

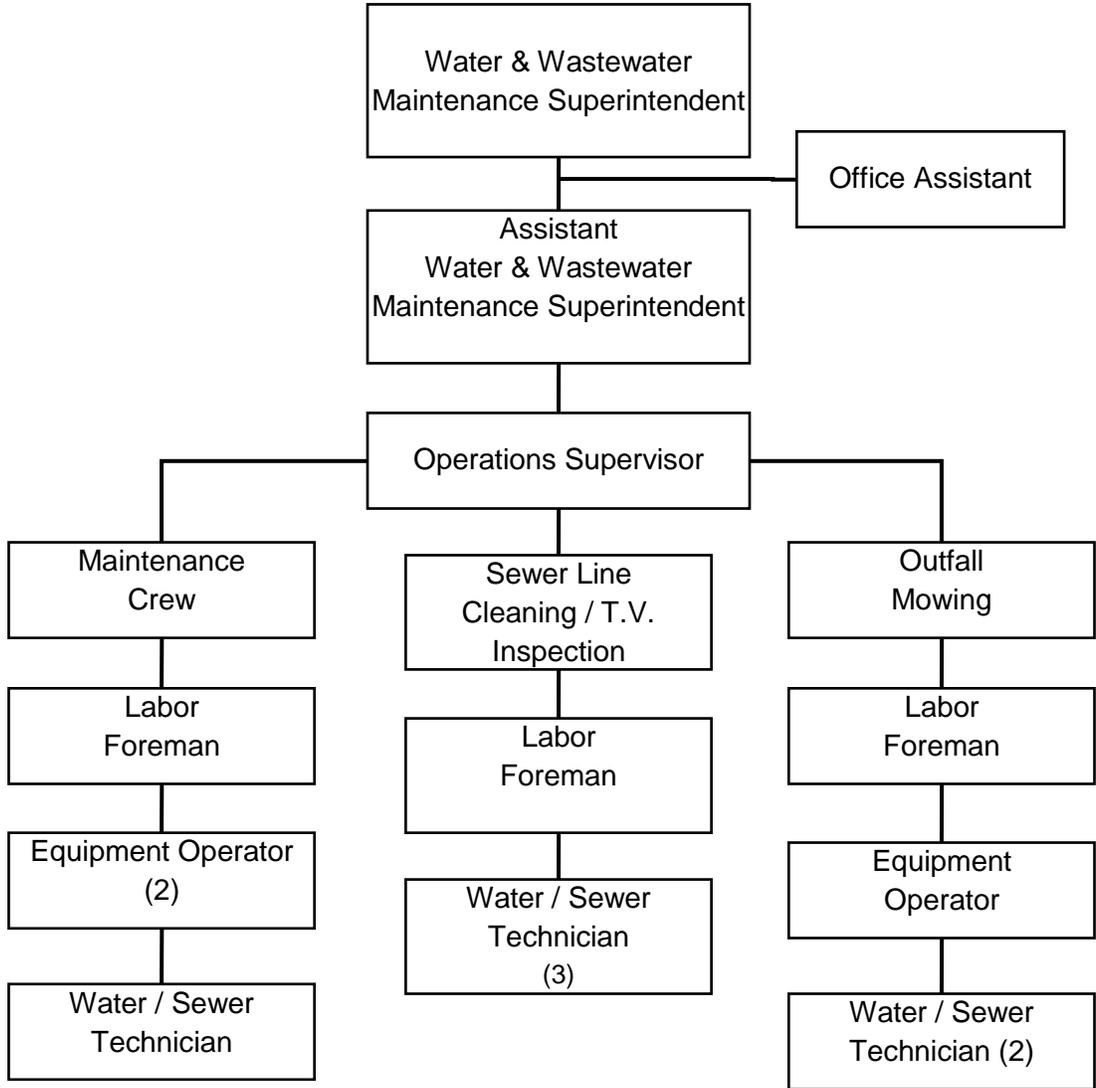
### GENERAL INFORMATION

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, visually inspect all manholes yearly and raise or replace manhole ring covers. The system contains approximately 206 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 a minimum of 10% a year.
- To visually inspect manholes for inflow and infiltration.

**CITY OF ASHEBORO**  
**Wastewater Maintenance**  
**Organizational Chart**



**WASTEWATER MAINTENANCE**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-850

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-850-0200	622,950	622,950	622,950
OVERTIME EXPENSE	30-850-0201	35,000	35,000	35,000
FRINGE BENEFITS: FICA	30-850-0702	40,793	40,793	40,793
FRINGE BENEFITS: MEDICARE	30-850-0703	9,540	9,540	9,540
FRINGE BENEFITS: INSURANCE	30-850-0704	84,000	90,000	90,000
FRINGE BENEFITS: RETIREMENT	30-850-0705	46,057	46,057	46,057
FRINGE BENEFITS: 401K	30-850-0706	456	456	456
TELEPHONE	30-850-1100	6,400	6,400	6,400
TRAVEL, SCHOOL AND CONFERENCES	30-850-1400	4,000	4,000	4,000
MAINTENANCE & REPAIR-EQUIPMENT	30-850-1600	70,000	70,000	70,000
MAINTENANCE & REPAIR-VEH PART	30-850-1700	125,000	125,000	125,000
EQUIPMENT RENTAL	30-850-2100	10,000	10,000	10,000
GAS, OIL AND TIRES	30-850-3100	47,000	47,000	47,000
OFFICE SUPPLIES AND PRINTING	30-850-3300	1,000	1,000	1,000
OTHER SUPPLIES AND MATERIALS	30-850-3400	80,000	80,000	80,000
UNIFORMS AND ACCESSORIES	30-850-3600	10,000	10,000	10,000
CONTRACTED MAINTENANCE-VEH	30-850-4400	10,500	10,500	10,500
CONT CONST-SEWER LINE EXT / REPAIR	30-850-4500	50,000	50,000	50,000
CONTRACTED MAINTENANCE	30-850-4600	7,000	7,000	7,000
CONTRACTED MAINT-CHEM ROOT	30-850-4601	100,000	50,000	50,000
CONTRACTED MAINT-OUTFALL MAINT	30-850-4602	2,500	2,500	2,500
PERMITS, FEES & CERTIFICATIONS	30-850-5100	4,000	4,000	4,000
DUES & SUBSCRIPTIONS	30-850-5300	500	500	500
INSURANCE	30-850-5400	25,000	25,000	25,000
MISCELLANEOUS EXPENSE	30-850-5700	4,000	4,000	4,000
WORKERS COMPENSATION	30-850-5800	20,000	20,000	20,000
CAPITAL OUTLAY: EQUIPMENT	30-850-7400	763,000	-	-
PRINCIPAL ON LONG TERM DEBT	30-850-8100	14,347	19,919	19,919
INTEREST ON LONG TERM DEBT	30-850-8200	992	1,307	1,307
<b>TOTALS</b>		<b>2,194,035</b>	<b>1,392,922</b>	<b>1,392,922</b>

**WASTEWATER MAINTENANCE**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-850

Item	Remarks	Acct. #	Department Requested 3-22-13	Manager Recommended	Council Approved
sewer line extension for development	annexation	4500	50,000	50,000	50,000
dukes root control	outfall maintenance	4601	100,000	50,000	50,000
aries portable camera system	desperately needed camera - main/ out fall	74	53,000		
backhoe	replacement - give Kermit the caterpillar	74	105,000		
lateral camera	record sewer services, really need a backup	74	13,000		
gis for camera truck	ties in with city gis	74	3,000		
pallet of 8" non dig point patch repair kits	repair sewer mains w/ out digging	74	23,000		
slip lining	extend life expectancy of sewer main	74	200,000		
tamp	replace old tamp - need compaction	74	3,000		
clean 36" sewer line going to WWTP	hasn't been inspected or cleaned in at least 30 yrs	74	200,000		
tthumb for trackhoe	primary need for tearing down houses	74	13,000		



## GENERAL INFORMATION

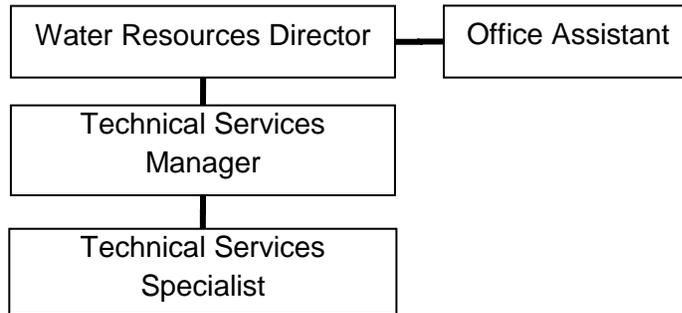
The Technical Services Department performs technical, observational, enforcement and educational work with industries and food service establishments for the protection of the wastewater collection and treatment systems. The Technical Services Department implements and enforces guidelines for direct 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.

**CITY OF ASHEBORO**  
**Technical Services Department**  
**Organizational Chart**



**TECHNICAL SERVICES**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-860

Object of Expenditure	Number	FY 13-14		
		Department Requested 4-26-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-860-0200	116,351	116,351	116,351
FRINGE BENEFITS: FICA	30-860-0702	7,214	7,214	7,214
FRINGE BENEFITS: MEDICARE	30-860-0703	1,687	1,687	1,687
FRINGE BENEFITS: INSURANCE	30-860-0704	12,000	12,000	12,000
FRINGE BENEFITS: RETIREMENT	30-860-0705	8,145	8,145	8,145
TELEPHONE	30-860-1100	1,000	1,000	1,000
TRAVEL, SCHOOLS AND CONFERENCES	30-860-1400	2,000	2,000	2,000
MAINTENANCE & REPAIR-EQUIPMENT	30-860-1600	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-860-1700	2,000	2,000	2,000
GAS, OIL AND TIRES	30-860-3100	2,000	2,000	2,000
OFFICE SUPPLIES AND PRINTING	30-860-3300	1,250	1,250	1,250
OTHER SUPPLIES AND MATERIALS	30-860-3400	16,000	16,000	16,000
UNIFORMS AND ACCESSORIES	30-860-3600	1,800	1,800	1,800
PERMITS, FEES & CERTIFICATIONS	30-860-5100	350	350	350
DUES & SUBSCRIPTIONS	30-860-5300	500	500	500
INSURANCE	30-860-5400	4,000	4,000	4,000
MISCELLANEOUS EXPENSE	30-860-5700	1,000	1,000	1,000
WORKERS COMPENSATION	30-860-5800	3,900	3,900	3,900
SMALL EQUIPMENT- NON CAP	30-860-6000	500	500	500
CAPITAL OUTLAY: EQUIPMENT	30-860-7400	\$3,800	\$3,800	3,800
PRINCIPAL ON LONG TERM DEBT	30-860-8100	6,000	6,000	6,000
INTEREST ON LONG TERM DEBT	30-860-8200	350	350	350
<b>TOTALS</b>		<b>192,847</b>	<b>192,847</b>	<b>192,847</b>

**TECHNICAL SERVICES**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-860

Item	Remarks	Acct.	Qty	Department Requested	Manager Recommended	Council Approved
ISCO Sampler		7400	1	\$3,800	\$3,800	\$3,800
<b>Total</b>			<b>1</b>	<b>\$3,800</b>	<b>\$3,800</b>	



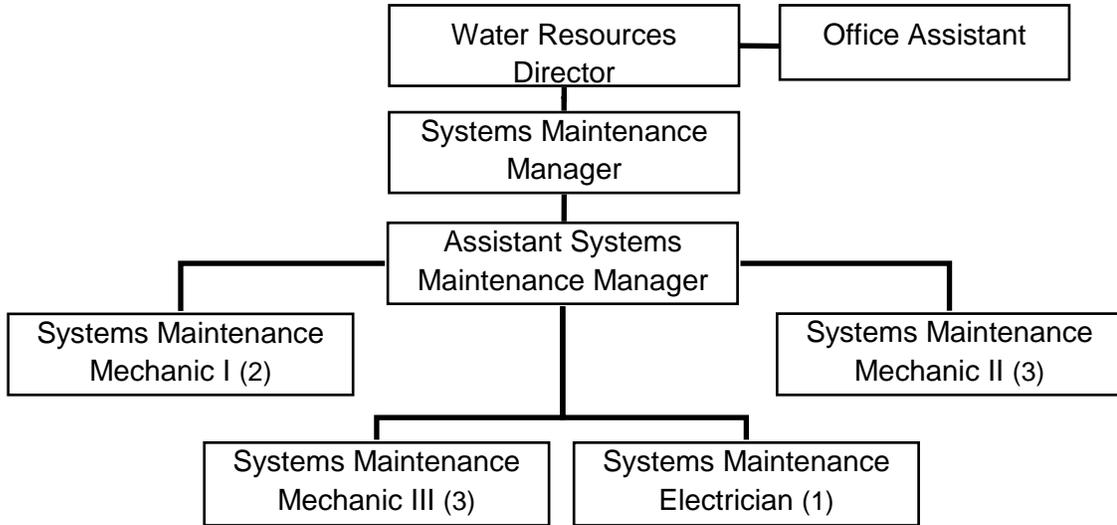
## GENERAL INFORMATION

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.

**CITY OF ASHEBORO**  
**Systems Maintenance Department**  
**Organizational Chart**



**SYSTEMS MAINTENANCE**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-870

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-870-0200	477,992	477,992	477,992
OVERTIME EXPENSE	30-870-0201	15,000	15,000	15,000
FRINGE BENEFITS: FICA	30-870-0702	29,636	29,636	29,636
FRINGE BENEFITS: MEDICARE	30-870-0703	6,931	6,931	6,931
FRINGE BENEFITS: INSURANCE	30-870-0704	66,000	66,000	66,000
FRINGE BENEFITS: RETIREMENT	30-870-0705	33,459	33,459	33,459
TELEPHONE	30-870-1100	5,500	5,500	5,500
UTILITIES FUEL LIGHTS	30-870-1300	115,000	115,000	115,000
TRAVEL, SCHOOL AND CONFERENCE	30-870-1400	2,500	2,500	2,500
MAINTENANCE & REPAIR-EQUIPMENT	30-870-1600	2,000	2,000	2,000
MAINTENANCE & REPAIR-VEH PART	30-870-1700	20,000	20,000	20,000
MAINT & REPAIR - PUMP STATION	30-870-1800	140,000	140,000	140,000
LOW PRESSURE SEWER MAINT - TO	30-870-1900	2,000	2,000	2,000
GAS, OIL AND TIRES	30-870-3100	25,000	25,000	25,000
OFFICE SUPPLIES AND PRINTING	30-870-3300	1,000	1,000	1,000
OTHER SUPPLIES AND MATERIALS	30-870-3400	25,000	25,000	25,000
ODOR CONTROL BIOXIDE	30-870-3500	125,000	125,000	125,000
DEGREASER	30-870-3501	6,000	6,000	6,000
UNIFORMS AND ACCESSORIES	30-870-3600	9,250	9,250	9,250
CONTRACTED SERVICES-CRANE INSPECTION	30-870-4501	2,800	2,800	2,800
PERMITS, FEES & CERTIFICATIONS	30-870-5100	3,000	3,000	3,000
DUES & SUBSCRIPTIONS	30-870-5300	1,000	1,000	1,000
INSURANCE	30-870-5400	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	30-870-5700	1,500	1,500	1,500
WORKERS COMPENSATION	30-870-5800	15,000	15,000	15,000
SMALL EQUIPMENT- NON CAP	30-870-6000	3,500	3,500	3,500
CAPITAL OUTLAY: EQUIPMENT	30-870-7400	215,000	\$45,000	45,000
PRINCIPAL ON LONG TERM DEBT	30-870-8100	33,000	85,000	85,000
INTEREST ON LONG TERM DEBT	30-870-8200	1,000	3,936	3,936
<b>TOTALS</b>		<b>1,384,068</b>	<b>1,269,004</b>	<b>1,269,004</b>

**SYSTEMS MAINTENANCE  
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-870

Item	Remarks	Acct.	Qty	Department Requested 3-22-13	Manager Recommended	Council Approved
Computers	Replace outdated computers	6000	4	2500	2500	2500
	Miscellaneous	6000		1000	1000	1000
				3500	3500	3500
Generator/ automated transfer switch LS#16	Trying to install a generator at one lift station that does not currently have a permanently mounted generator set per year until all lift stations have a permanent back up power source.	7400	1	60,000		
New Service Truck	New one ton 4+4 dually Service Truck to replace 1236 which has 146,000 plus miles and costed \$2279.00 in repairs from 01/01/12-01/01/13 and is currently in the shop for its second rear end repair of 2013. 1236 is also in not efficient on fuel, getting 7.6 mpg last year when our newer more efficient trucks get 10 to 11 mpg.	7400	1	\$40,000	\$40,000	40000
lift station flow meters	replacing old and outdated flow meters and fitting new stations with them also. To install all lift stations with flow meters it will take several years, doing as many as we can for the money aloted.	7400	4	\$10,000		
Godwin pump parts	Piping and assorted fittings for 8" and 4" godwin pumps	7400		5000	5000	5,000
Equipment Storage building	Need area to store equipment under shed.	7400		100,000		
				<b>\$215,000</b>	<b>\$45,000</b>	<b>\$45,000</b>



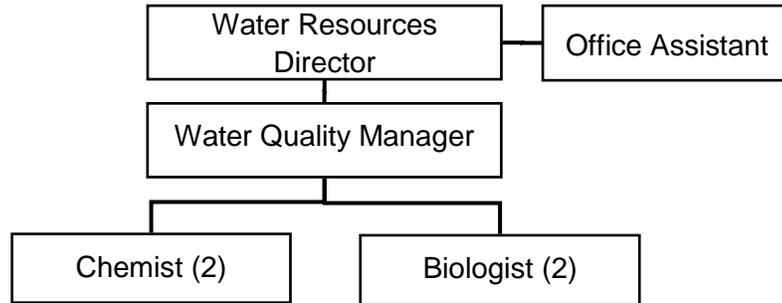
## GENERAL INFORMATION

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.

**CITY OF ASHEBORO**  
**Water Quality Department**  
**Organizational Chart**



**WATER QUALITY**  
**WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET**  
**FISCAL YEAR 2013-2014**

Code: 30-880

Object of Expenditure	Number	FY 13-14		
		Department Requested 3-22-13	Manager Recommended	Council Approved
SALARIES AND WAGES	30-880-0200	272,186	272,186	272,186
FRINGE BENEFITS: FICA	30-880-0702	16,876	16,876	16,876
FRINGE BENEFITS: MEDICARE	30-880-0703	3,947	3,947	3,947
FRINGE BENEFITS: INSURANCE	30-880-0704	30,000	30,000	30,000
FRINGE BENEFITS: RETIREMENT	30-880-0705	19,053	19,053	19,053
TELEPHONE	30-880-1100	600	600	600
TRAVEL, SCHOOLS AND CONFERENCES	30-880-1400	2,000	2,000	2,000
MAINTENANCE & REPAIR-BLDGS	30-880-1500	4,000	4,000	4,000
MAINTENANCE & REPAIR-EQUIPMENT	30-880-1600	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-880-1700	1,000	1,000	1,000
GAS, OIL AND TIRES	30-880-3100	2,000	2,000	2,000
OFFICE SUPPLIES AND PRINTING	30-880-3300	2,000	2,000	2,000
OTHER SUPPLIES AND MATERIALS	30-880-3400	5,000	5,000	5,000
LAB CHEM & SUPPL - WW	30-880-3451	56,000	56,000	56,000
LAB CHEM & SUPPL - H2O	30-880-3452	34,000	34,000	34,000
UNIFORMS AND ACCESSORIES	30-880-3600	3,800	3,800	3,800
CONTRACTED MAINT-EQUIP - WW	30-880-4501	10,000	10,000	10,000
CONTRACTED MAINT-EQUIP - H2O	30-880-4502	4,000	4,000	4,000
CONTR SERV LAB - WW	30-880-4601	40,000	40,000	40,000
CONTR SERV LAB - H2O	30-880-4602	20,000	20,000	20,000
PERMITS, FEES & CERTIFICATIONS WW	30-880-5101	2,800	2,800	2,800
PERMITS, FEES & CERTIFICATIONS H2O	30-880-5102	1,500	1,500	1,500
DUES & SUBSCRIPTIONS	30-880-5300	5,000	5,000	5,000
INSURANCE	30-880-5400	2,000	2,000	2,000
MISCELLANEOUS EXPENSE	30-880-5700	1,000	1,000	1,000
WORKERS COMPENSATION	30-880-5800	10,000	10,000	10,000
SMALL EQUIPMENT- NON CAP	30-880-6000	7,000	7,000	7,000
CAPITAL OUTLAY: EQUIPMENT	30-880-7400	50,000	0	-
<b>TOTALS</b>		<b>606,762</b>	<b>556,762</b>	<b>556,762</b>

**WATER QUALITY**  
**SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-880

Item	Remarks	Acct.	Department Requested 3-22-13	Manager Recommended	Council Approved
Small SUV	Small SUV - WTP sampling Vehicle	74	\$25,000		
LIMS - (Laboratory Information Management System)	Data system - data collection, reports, invoices, tracking etc.	74	\$25,000		
			<b>\$50,000</b>	<b>\$0</b>	<b>-</b>

# **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 Director 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 Director 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:

Fund XX-XXX-XXXX  
Basic Account XXX  
Sub-Account XXXX

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 Department -  
Uniforms & 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.
- 495 Marketing & Communications  
Expenditures relating to Marketing, Communications & Public Information functions.
- 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 Inspection Department  
Accounts for the cost incurred to enforce the North Carolina Building Code to include building, plumbing, and electrical inspections.
- 545 Fire Inspection Department  
Expenditures relating to the North Carolina 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.
- 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.
- 860 Technical Services  
Costs of performing technical, observational, enforcement & educational work with Industries & foods service establishments
- 870 Systems Maintenance  
Expenses incurred for maintenance of water tanks, lift stations, water plant and wastewater plant
- 880 Water Quality  
Costs associated with physical, chemical & biological analysis of water & wastewater.

#### 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 Outlay** – 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 1<sup>st</sup> and ends June 30<sup>th</sup>.

**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.