



TOWN OF CLAYTON
FY 20-21 BUDGET DOCUMENT
TABLE OF CONTENTS

FY 20-21 Budget Message	i
Capital Improvements Plans.....	1
Personnel – All Funds.....	5
Recommended Rate Changes.....	11
Summaries – All Funds	25
General Fund Revenues	39
General Government Expenditures:	
Expenditure Summary	65
Non-Departmental	67
Legislative and Town Clerk	69
Administration	75
Human Resources	85
Legal	95
Capital Outlay	97
Special Appropriations.....	99
Financial Services Expenditures:	
Expenditure Summary	101
Administration	103
Purchasing-Warehousing	109
Capital Outlay	115
Community Development Expenditures:	
Expenditure Summary	117
Planning	119
Code Enforcement	127
Capital Outlay	133
Economic Development Expenditures:	
Expenditure Summary	135
Administration	137
Capital Outlay	145
Data and Technology Services Expenditures:	
Expenditure Summary	147
Administration	149
Capital Outlay	157



TOWN OF CLAYTON
FY 20-21 BUDGET DOCUMENT
TABLE OF CONTENTS
Continued

Communications Expenditures:

Expenditure Summary	159
Administration	161
Capital Outlay	167

Utility Billing & Collections Expenditures:

Expenditure Summary	169
Billing and Collections.....	171
Meter Reading and Technicians.....	179
Capital Outlay	185

Law Enforcement Expenditures:

Expenditure Summary	187
Administration	189
Patrol.....	201
Support Services.....	207
Capital Outlay	215

Fire Protection Expenditures:

Expenditure Summary	219
Administration	221
Operations	229
Capital Outlay	241

Public Services – General Fund Expenditures:

Expenditure Summary	245
Administration	247
Building Inspections.....	257
GIS.....	265
Engineering Operations.....	271
Property Maintenance	279
Vehicle Maintenance.....	293
Streets.....	301
Sanitation	313
Capital Outlay	317

Parks & Recreation Expenditures:

Expenditure Summary	321
Administration	323
Adult Athletics.....	333
Youth Athletics.....	335
Programs & Classes.....	341
Facilities & Maintenance.....	349
Capital Outlay	357



TOWN OF CLAYTON
FY 20-21 BUDGET DOCUMENT
TABLE OF CONTENTS

Continued

Cultural and Performing Arts Expenditures:

Expenditure Summary	361
Administration	363
Facility Enterprises.....	369
Capital Outlay	375

Library Expenditures:

Expenditure Summary	377
Administration	379
Capital Outlay	393

General Fund Debt Service Expenditures:

Expenditure Summary	395
Debt Service.....	397

Water/Sewer Fund:

Revenues	401
Expenditure Summary	407
Non-Departmental	409
Operations	413
Preventative Maintenance	425
Waste Water Treatment Plant.....	437
Interdepartmental.....	449
Capital Outlay	451
Debt Service	455

Electric Fund:

Revenues	457
Expenditure Summary	461
Non-Departmental	463
Administration	465
Operations	471
Interdepartmental.....	481
Capital Outlay	483
Debt Service	487

Town of Clayton

FY 2020-2021 Operating Budget Message

Recommended Budget Key Points:

- General Fund revenues and expenditures are in balance at \$32,005,294.
- Water & Sewer Enterprise Fund revenues and expenditures are in balance at \$26,347,362.
- Electric Enterprise Fund revenues and expenditures are in balance at \$15,812,657.
- There is no proposed tax rate increase, so the \$0.58 property tax rate remains the same.
- One penny on the tax rate will generate approximately \$253,000 per year.
- To close the nearly \$3 million gap in the General Fund between revenues expected and expenditures requested, we used a combination of reducing expenditures requested, adjusting fees for services, and forecasting the timing and amounts of major revenue sources.
- The combined water and sewer expenditures are increasing and rates (revenues) will adjust higher by nearly 10%.
- Electric rates will remain the same.

Overall Budget Introduction

The COVID-19 pandemic has created uncertainty across the world. For months now, Clayton has been in a reactive mode to slow down the spread of a very contagious and not very well understood virus. National, state, and local leaders are all communicating regularly, yet sometimes conflicting messages on how to manage this situation. Clayton has adhered to the Governor's different restrictive orders and other mandates. As of this writing, we are in a state mandated phased re-opening plan, subject to adjustments based on data trends or other inputs that could either accelerate us out of the stay-at-home scenario or push us back into even greater restrictions. For the past few months it has felt like up is down and left is right and it makes the task of formulating next year's budget even more challenging. The reach and duration of the economic impact is not well understood except that there is general agreement that we are now in a global recession.

That's the backdrop as I summarize this year's recommended budget, a budget that is built to hold the line, and as such, revenues and expenditures are much more conservative than what we would have used just a few months ago. All budgets are built on assumptions and predictability. The current times strain our confidence in the predictability for anything that is further out than perhaps a few weeks from now. For this reason, the assumptions matter more than ever. How will the recession impact Clayton's revenues and expenditures? When will we return to normal? What will the new normal look like? Will the virus hit again? What is the local impact on employment, personal and business spending, and new development? When will we be able to safely have mass gathering events? How easily and soon will Parks & Recreation, entertainment venues, schools, churches, stores, restaurants, day cares, hair salons, etc. re-open and will they be able to adapt? We face unprecedented circumstances but must make significant decisions on how to adopt the final budget. I believe this recommended budget represents Town Council's wishes to maintain all of our current services and critical projects. However, more than ever, we will need to monitor the assumptions and finances very closely throughout the coming year and make adjustments as needed based on the changing information. Several of the key major assumptions used to help make this recommended spending plan are highlighted for your review and will be revisited throughout the year.

General Fund Revenues

Assumptions:

- The Ad Valorem Tax Rate will remain at the same rate of \$0.58, but Ad Valorem property values will increase by 6.8% over FY 2019-2020.
- Property Tax Collection Rate will slightly decrease from 99.9% to 98.9%.
- Sales Tax revenues will reduce 10% below current year projection (each 5% change = \$240,000).
- Investment Earnings will reduce by \$230,000.
- Development Fees total revenue will remain at the same levels as anticipated to end FY 2019-2020.
- Total revenues from Other Fees for Services will not increase over FY 2019-2020 levels with some decreases (although some fees are going up).
- The State will not take additional revenues from us.
- The recession will last 8 to 12 months.

As requested by Town Council, the recommended budget does not include a property (Ad Valorem) tax rate increase. Property taxes account for nearly half of all Town revenue, making them by far the largest revenue source, and they are projected to increase \$793,714 (or 5.7%) next year due to property valuation growth that occurred in 2019. Property values change every new budget but are always a reflection looking back to how values actually changed the previous year. Therefore, there is a delayed effect to this revenue stream by at least one year and many times it takes two or three years. The hope is that the recession will not be a prolonged event. That's a big unknown but to this point, development has not slowed in Clayton. To be conservative, we decreased the tax collection rate, which has been absolutely incredible for many years, down from 99.9% to 98.9%, resulting in a further decline in revenues by \$146,000.

Sales tax is the second highest revenue source and has been on an upward trend for several years now. Despite our projection of missing our budget forecast in the fourth quarter of this fiscal year (which corresponds with the height of the Stay-at-Home restrictions and business closures), the stronger than anticipated growth (almost 10% higher than budgeted) through the first three quarters will yield a net year-end gain of approximately \$80,000. As stated in previous messages, this revenue always has volatility for unforeseen circumstances and a pandemic certainly fits that description. Analysts advised in April that this revenue might increase next year by 1.5% or decrease 2.5%. They admitted that they based their forecast on a set of variables that were hard to judge and, for that reason, this budget recommends a much more conservative estimate of a 10% decrease next year. In dollars, that represents a decline of \$480,000 less than what will be collected in 2019-2020. Sales tax dollars are collected by the State and redistributed back to cities and counties but lag 45 days behind the month in which they were collected. We won't really know the full impact of COVID-19 on the FY 2019-2020 fourth quarter sales tax revenues until we are already into the next fiscal year, but we are projecting a 15% fourth-quarter decline.

Investment earnings had been making a Great Recession comeback in recent years' budgets as a growing unrestricted revenue source. We anticipate a decline in the current year and lower earnings next year of \$120,000 below where we anticipate ending the current fiscal year (\$280,000 below the current year budget).

A big question for next year is what the impact on development will be. Clayton is considered a high-growth community with approximately 600 new homes built every year. Several development projects are underway or are already approved and may begin construction at any time. So far through April development has continued at a high pace. Revenues from building permits and inspections fees were lowered to \$1 million in the recommended budget from an original \$1.2 million. The lower figure aligns with the assumptions mentioned previously and look to be a very conservative end-of-year projection. In addition to continued residential development, we anticipate that industrial partners will continue to actively develop their sites in line with existing and anticipated new projects.

Two other areas where fees are a significant part of the budget are Parks & Recreation and The Clayton Center. Both departments were and will continue to be affected by the virus, restrictions, and the unknown timing for a return to normal. Evidence of this is in the current phased re-openings where there is so much uncertainty as to when and how many people will be allowed to gather both indoors and outdoors.

In recognition of these uncertainties, we reduced some Parks & Recreation revenues by as much as half from their normal request and in total we pushed down their revenue estimates by approximately \$70,000 below even the current year budget. The way summer camp programming is budgeted is confusing, but the revenues show up in the prior year from when the camps are held because reservations, deposits and payments are made in advance. This 2020 summer we are not forecasting anything close to a normal summer camp service and those lost revenues actually hit in the current budget. The lower expenditures, however, are reflected in the proposed budget and we are plan on holding summer camps in 2021. Those revenues are included in the FY 2020-2021 budget and, due to that timing, it will show as a more favorable net revenue-to-expenditure ratio for next year. Speculation about how schools will operate in the fall continues, but under certain scenarios there could be an opportunity for Parks & Recreation to hold school-year, weekday camps if the school system ends up utilizing similar approaches to remote education and staggering student attendance as is happening in other states. These types of *what-if* scenarios will present opportunities for mid-year adjustments if they come to fruition.

Similarly, The Clayton Center is faced with very difficult choices regarding how to provide entertainment and facility rentals. The recommended budget assumes that there will not be performances and very limited rentals through December 2020. Even if the restrictions are lifted, it seems unlikely that the full 600-seat capacity will be available for sales. How the rules about social distancing will be applied and ultimately lifted are great uncertainties that led us to reduce revenue projections below the current year levels by nearly \$20,000. The reduction is even more significant if you consider that the department's original request was an increase by almost \$45,000, bringing the total reduction to \$65,000. As presented, we will plan on a shortened, but excellent Palladian Series in the late winter/spring timeframe in order to achieve the revenues budgeted. On the facility rentals side of the operation, we haven't had annual revenues of less than \$200,000 since before 2016. We project the current year to result in only \$160,000. For next year, we only budgeted approximately \$123,000. All of these assumptions could be too conservative, but we don't have great confidence that the residual negative effects from the virus or on the local economy will make a quick return to normal for The Clayton Center revenues.

Overall, revenues are increasing by approximately \$900,000 over the current year budget with the majority of that increase attributed to the increase in ad valorem value. In terms of percentage, overall revenues are only increasing by 3% over the current year budget. Compared to last year, where we saw a 20% increase, it paints a picture that this year's budget is much more conservative.

General Fund Expenditures

Assumptions:

- Service levels across most departments will be maintained with very limited expansion
- Service levels in Parks & Recreation, Library, and The Clayton Center will be less than normal and modified considerably at least through December 2020
- Necessary capital projects will not be delayed and may result in more favorable construction and equipment pricing
- A selective hiring freeze is on for all positions that become vacant during the year, meaning each will be considered to not be filled for some or all of the remainder of the year if possible
- Merit and COLA pay raise increases are still important recruitment and retention benefits, but the latter will be held back if financial conditions miss budget targets
- Professional Development expenditures were reduced for the first six months because we will see very little actual overnight travel for professional development but a return to normal is expected and budgeted for after January 1
- Mass gathering events will be limited to less than 250 people through December 2020 and will alter, limit, and prevent rental, entertainment, and downtown events and opportunities until January 1
- Development activity will continue at the same pace as the current budget year and not grow as was predicted prior to the recession
- Parks & Recreation will still have fall sports and programs but under modified conditions and winter and spring sports and programs will see a return to normal expectations
- If revenues trend lower than budgeted or the recession outlook becomes worse, additional funding reductions will be considered
- Conversely, additional funding consideration for positions and other eliminated expenditures will be considered if revenues trend higher than budgeted and the recession outlook improves
- If the four full-time police patrol officer positions are not awarded the grant revenue to pay for them, they will be the first four positions to receive funding consideration if we experience actual revenues higher than budget

Usually cutting expenditures is the most time-consuming and challenging part of the budget. This year, determining appropriate revenues was the most challenging and ruled out most opportunities for expanding or growing services.

Expenditures are categorized across three areas: Personnel, Operating, and Capital.

Not all revenue dollars are free and clear (unrestricted) to spend on anything. Conversely, there are restricted revenues and those types of revenues are directly tied to expenditures. Eliminating or adding the latter may have a net-zero impact on the budget because they are linked or restricted in how they may be used.

Personnel

General Fund departments requested 19 new, full-time positions and one new part-time position. There were also several position adjustment requests based on requested job duty changes and enhancements. Despite the needs, only five full-time positions are included in the budget submitted and one part-time position is also included. The chart below provides the position titles and costs associated with those being recommended.

Department	Title	FT or PT	# of Positions	Full Year Costs	Budgeted Costs
Police	Patrol Officer	FT	4	\$557,480	\$419,193
HR	Human Resources Advisor	FT	1	\$95,621	\$48,315
Police	Part-time Officer	PT	1	\$24,051	\$24,051

Police actually requested eight new positions, but revenues and other needs prevented inclusion of more than the four recommended. In reality, the police positions are in the budget with grant revenues that we won't know prior to the adoption of the budget if we are awarded. If that money falls through and if revenues begin to exceed the forecast, I would ask Council to consider mid-year budget amendments to allocate funds to increase the number of police officers by at least those four and perhaps more if possible. As the Town continues to grow so too does the demand on law enforcement. We are seeing an increased demand especially related to traffic enforcement and these four new, full-time officers will provide another patrol officer on each shift. The addition of the part-time police position is an opportunity to build up part-time options with skilled people but at lower costs. We believe these types of positions are helpful to fill in real departmental needs, similar to part-time help in other departments.

Human Resources is another area that's been impacted by growth and in its case, the growing number of employees and the level of sophistication it requires to manage the personnel needs of a medium-size town. Clayton employs 236 full-time employees and another 100 part-time and seasonal employees. We still only have two full-time HR employees dedicated to all personnel matters and a third under the HR umbrella focused solely on safety and wellness needs. This new position will not begin until January 1, 2021 and, if revenue assumptions begin to fall short of expectations, we might need to revisit this need prior to filling.

Employees are our number one asset and taking care of them during an economic downturn is still vitally important. We were preparing to go back to our HR consultant to complete another round of market pay analysis through the Classification and Pay Study on about half of the employees. It is important to remain competitive in salary and benefits and this is a tool that the Council has supported, and I hope will continue to support. However, in light of the situation I am recommending that we do not implement the study this year and we delay it a year to hopefully better see the economic fallout ahead and to give the new HR Director time to work to improve the tool to better suit our needs. Last year, we discussed options regarding merit and COLA adjustments, and we are still not settled on that as it connects to the Classification and Pay Study. So as not to fall behind and risk salary compression, I am

recommending that employees receive merit pay increases on July 1 that will range from 2%-3.5%. Also, to keep the salary ranges moving, at least a little, I included a 1% COLA for all regular part-time and full-time positions that will not take effect until January 1, 2021. It's a recurring theme, but we will analyze revenues and expenditures prior to its implementation to ensure that we are hitting budget targets and expectations.

Clayton continues to offer major medical benefits via NC State Health Insurance plan options and dental insurance. At this time, the State has not indicated any intentions to increase employee premiums and no additional costs are being passed along to employees to pay for these important benefits. The Town continues to incur premium increases on major medical and we budgeted an increase of 7% per the State's estimates. There are no benefit plan changes expected at the time of preparing this budget but the State operates on a different calendar so we will continue to monitor.

The NC Retirement Fund requires an increase in employer contributions and projects increases for the next several years. We budgeted the required 1.2% increase for the coming year, which brings the net employer contribution to 10.15%. Law enforcement, by statute, is slightly higher at 10.9%.

General Fund Operating

Clayton, as a whole, continues to operate at a high level of professionalism. The summary pages that precede each department's budget highlight that professionalism. Accomplishments and next year's significant impact projects and changes are now both linked to Council strategic priorities. We continue to expand on performance data tracking and significant performance measures and data reporting are highlighted there as well. This is mostly a hold-the-line budget and there are not a lot of significant changes to operations in the recommended budget.

These are some highlights from operational areas proposed for next year:

Next year is geared up to be the year of Planning. At the February Council Retreat, the Planning Department took time to review some of its processes, plans, and ordinances that are utilized to implement land use planning goals for the Town. Updating the Unified Development Code, Comprehensive Plan, and due to recent legislation, local ordinance alignment with 160D statutes needs to move forward. Some additional time has been given by the legislators which will help as we figure out how to effectively gather public input on all of these important guiding documents and rules. Funding is being carried over from the current year and supplemented by additional dollars in order to proceed in FY 2020-2021.

Parks & Recreation is another focal area and will be for the foreseeable future. The public supported the Council's goals for enhancements and upgrades to recreational facilities and parks throughout Clayton when they successfully passed the 2019 Parks & Recreation Bond Referendum in November. Council's decision last year to step-increase the Recreation and Open Space Fees up from \$750 to \$1,500 effective July 1, 2020 and then to \$2,000 effective January 1, 2021 is included in this budget. The revenues from these fees will continue to support projects and initiatives to enhance and improve Clayton's parks and recreation goals and facilities. Another fee adjustment included is to increase summer camp fees to \$200 per week. Residents get a 50% discount or pay \$100 for each child weekly. These increases have been in the works for a few years and are a reflection of the rising costs incurred to hold these programs and align with comparisons with other towns.

Clayton will continue its solid waste, recycling, and yard debris collection contract with All Star Waste at the current rate. We have seen a recent uptick in yard debris and bulk item disposal due to people being home and cleaning up their yards and cleaning out their attics or garages, but we do not predict that that will continue at the same level into next year. Contractually, they may raise their rates to us annually and we should anticipate annual rate increases due to that and other factors that cause our disposal costs to rise. We continue to be concerned about the volatility in the recycling market and the impact that may have on the program and on solid waste demand.

The other fee change recommendations included in the budget are largely based on periodic benchmarking reviews and on estimated actual costs for a service. Unless noted, all fee change recommendations are scheduled to take effect July 1, 2020.

General Fund Capital Overview

Capital outlay purchases are large expenditure items with a dollar value above \$5,000 that have a useful life of more than one year and usually depreciate in value over time. For even larger capital projects/items (valued above \$50,000) we use multi-year capital improvement plans or CIPs as a planning tool. A copy of the most up-to-date CIP is included in the budget document. It should also be noted that how we pay for large dollar value capital items may vary more so than how we pay for personnel or operating expenditures. Pay-as-you-go approaches may be blended with financing (borrowing) or even grants. Also, large capital projects are sometimes moved into capital project funds that are not tied to the annual budget, which is necessary because the implementation time to complete a project may span across fiscal years. Smaller dollar value recurring capital outlay tends to be more predictable, whereas spending on larger capital project needs varies significantly year over year and causes great swings in departmental budgets. For all of these reasons, we track capital spending as its own category, but it also makes it a little confusing to track capital spending as part of an annual budget because the numbers don't always add up evenly.

Departmental capital spending requests overall came in at \$7.2 million. The FY 2020-2021 recommended budget includes just over \$5 million on capital spending, slightly above the current year's adopted capital spending plan of \$4.5 million. The Parks & Recreation Bond projects are still a year away from happening so those were not part of the request this year. An \$ 850,000 3rd Floor Town Hall Renovation project in The Clayton Center was one of the last items taken out of the recommended budget and is needed in order to accommodate future growth.

These major General Fund CIP projects are included in the recommended budget or are funded through capital project funds in FY 2020-2021:

Project Name	Estimated Costs
Town Hall Parking Expansion (cont. from FY19-20)	\$550,000
Sam's Branch Phase II (cont. from FY19-20)	\$3,100,000
Street Maintenance/Resurfacing Projects (recurring)	\$1,370,000
Harmony Playground & Facilities (cont. from FY19-20)	\$2,100,000

ADA Town Infrastructure Transition Plan (recurring)	\$100,000
Sidewalk Improvement Plan (recurring)	\$70,000
Operations Center Fueling Station Replacement	\$59,000
Mountains to Sea Hwy 42/River Trail Head	\$312,500
Clayton Middle School/Johnston County Open Space	\$117,730
Mountains to Sea/East Coast Greenway Downtown Connection	\$312,500
Total	\$7,730,654

Work on the expanded parking lot project at Town Hall is underway but will not be completed until late summer 2020. For this reason, funds were moved into a project fund. Similarly, work on Sam's Branch Greenway is underway but will not be completed until after the current fiscal year and costs are already in a project fund.

Council made the decision a few years ago to add additional revenue dollars above and beyond what state Powell Bill funding, which is earmarked for streets, brings each year in order to accelerate the pace of improvement to Clayton's existing streets. Each year, after the budget is adopted, street projects are selected and bid out to see how far we can make every budgeted dollar stretch. Prioritization and selection of which streets comes from Clayton's Pavement Condition Survey (an exhaustive assessment of Clayton's streets), identification of streets that may be impacted by pending water and sewer infrastructure upgrades, and other cost efficiency factors. Street infrastructure needs are and will remain a major priority moving forward.

Harmony Playground should have its ribbon cutting ceremony in fall 2020. All funds are allocated and work is progressing. This project is being completed in partnership with the Clayton Community Recreational Foundation, where they contributed approximately \$850,000 from fundraising and in-kind donations.

Bringing Town sidewalks and buildings into compliance with Americans with Disabilities Act (ADA) is a mandate that we are working towards each year and we will be for several years to come, a little bit at a time. The included dollar allocation is a slight reduction from what was requested but closely aligned with what was in the CIP.

The existing fueling station at the Operations Center is on borrowed time due to its age and finding replacement fixes are becoming more difficult. We've held off making this change anticipating that that site will be impacted by a future NCDOT project, but we do not believe the fueling site will be impacted.

The last three projects on the chart are grant projects submitted by the Parks & Recreation Department. Two involve improving the existing greenway system along the Mountains-to-Sea Trail. One will serve as a new trailhead near the bridge on NC-42 and is in partnership with Johnston County and NC Wildlife. The other is to fund a missing greenway segment in downtown. Both, if awarded, would require a 25% local match. The Clayton Middle School/Johnston County Open Space project is a grant that was

awarded by Johnston County to provide greater collaboration between municipal partners and the public school system in the use and maintenance of their fields.

This budget continues to fund vehicle and equipment replacements across all departments but especially in public safety and public services.

Enterprise Funds

Assumptions:

- The new Water Reclamation Facility is a critical priority and the schedule and funding increase must continue to move forward in order to see Clayton replace our ageing infrastructure and emerge from this recession with a positive growth outlook and able to meet our commitments
- Service levels across departments will be maintained with very limited expansion
- Service levels across departments will be maintained with very limited expansion
- Necessary capital projects will not be delayed and may result in more favorable pricing
- A selective hiring freeze is on for all positions that become vacant during the year, meaning each will be considered to not be filled for some or all of the remainder of the year if possible
- Merit and COLA pay raise increases are still important recruitment and retention benefits, but the latter will be held back if financial conditions miss budget targets
- Professional Development expenditures were reduced for the first six months because we will see very little actual overnight travel for professional development but a return to normal is expected and budgeted for after January 1
- Utility consumption habits will not be adversely impacted by the recession and continue to grow
- Reliance on the rate models is the best path forward on setting rates
- The State will not take additional revenues from us

Enterprise Funds Revenue

Water, Sewer, and Electric services must operate like a business and are not supported by General Fund dollars. Rates and fees are set to cover past, current, and future costs. Building and maintaining healthy reserves are critical to meet anticipated and emergency capital needs.

Town leadership continues to be focused on what will be the costliest capital project in the history of Clayton. Designing and constructing a new water reclamation facility is a top priority and we continue to make progress in our efforts to have the new facility operating in 2023. Working with consultants and our rate model, we continue to refine the scope, timeline, and cost impact of this essential project.

As stated previously, water and sewer costs are increasing across the country and the NC General Assembly does not give local governments many options on cost recovery other than through the rates. Therefore, this budget recommends that the combined water and sewer rates increase to cover the projected expenditure needs by 9.4%. The impact on an average residential customer will be \$7.08 per month. Clayton purchases water from Johnston County and a significant portion of our wastewater treatment is treated by our partners (City of Raleigh and Johnston County). They are raising the bulk rate costs to Clayton by as much as 40% next year and we must pass along those rate increases, in addition to the normal cost increases we need, in order to sustain our system and operations. All the more reason to accelerate toward a new water reclamation facility to lessen our dependence on third parties.

We continue to anticipate that additional future-year increases are coming and, as stated before, we will refine the model as new information becomes available. Experts have shown that utilities across the state have not historically raised rates enough to keep pace with higher than expected operating and infrastructure replacement costs. We are certainly seeing a trend upwards across utilities for those reasons.

Clayton Public Power (Electric) is also following its rate model and no increases are requested in the coming year. We buy electricity from Duke Energy Progress and are subject to adjusting rates based on their cost fluctuations. As a member of ElectriCities, the not-for-profit organization of municipally-owned electric utilities, we are advised about future rate projections and have been advised that rates are not expected to increase in the coming year either.

Enterprise Funds Expenditures

Personnel

The Water & Sewer Department requested three new positions and Clayton Public Power requested one new position, none of which are included in this recommended budget. The main reason they are not included is that they were not part of the most recent rate model updates and I did not want to include them without showing the impact on rates. I also want to see better performance data to justify these additions. Staff will continue to operate effectively until I have those two data points to help us make a future decision on the timing of these new positions.

Operating

In Water and Sewer, staff are focused on updating the CIP and making sure that we have projects and cost estimates scheduled appropriately. Working toward the new water reclamation facility is the top priority as we work with our partners and state regulators to get this project designed and constructed on time and on budget. We will continue to make progress on preventive maintenance efforts and ensure the integrity and quality of infrastructure and water flowing out of our taps and for the dirty water leaving us on the way out to be treated.

On the Electric side, next year we will continue to improve branding and marketing of our Clayton Public Power. We will continue to improve our working relationships with ElectriCities and Duke Energy Progress.

Great progress continues to be made at implementing digital meters for both water and electricity customers throughout town. These replacement meters will provide much greater efficiency and accuracy. Customers will be able monitor and control their consumption and costs more effectively and, with data available to them on a daily basis, they will not have to wait to react until after receiving their monthly bill.

Capital

All three funds will continue to utilize and update their CIPs throughout the year. Capital, as a whole, is a much larger percentage of the overall budget for enterprise funds versus the General Fund. Below are the largest capital purchases included in this budget recommendation.

Project Name	Estimated Costs
AMI (Digital) Meter Conversion (cont. from FY 19-20)	\$4,554,200
Horne Street and Parking Lot (cont. from FY 19-20)	\$250,000
Sewer Capacity Purchase (recurring)	\$2,000,000
Water Capacity Purchase (recurring)	\$1,500,000
Water Line Improvements	\$1,341,525
Sewer Line Improvements	\$1,988,250
Sewer Vac Trucks	\$890,000
Dump Truck	\$154,000
Sewer Camera with Trailer	\$137,000
Total	\$12,814,975

As just mentioned, progress continues on converting water and electric meters to AMI (Advanced Metering Infrastructure) or digital meters. The new meters are replacing meters at the end of their lifecycle with a new product that will result in tremendous efficiency gains, in that all meters will be read remotely and can be accessed by the consumer as well. This project began in the current year and we project it will conclude by June 30, 2021.

The Water and Sewer Fund includes additional Johnston County water capacity purchases in the amount of \$1.5 million and additional sewer capacity purchase from Raleigh at \$2 million. We need to continue to purchase water to ensure compliance with State rules and to maintain adequate supply. We will only utilize the sewer capacity purchases if needed.

Conclusion

Every budget is a challenge and a little like solving a puzzle. This year's budget preparation coincided with a very unique and devastating health and now economic crisis. How much these circumstances will impact us are in our thoughts every day just as they are for millions of people everywhere. We've made many assumptions, we always do in a budget. Some we will get right and some not, but we will adjust and adapt. This budget is responsible in that it continues to provide our current services and does not include a lot of new and expansion items. With the exception of the water and sewer rates, we were able to keep most taxes and rates level. The timing is unfortunate, but we must continue to move toward building a new water reclamation facility and, regrettably, rate increases are necessary. We have worked hard to minimize those increases as they are lower in this recommendation compared with what the rate model was suggesting even recently.

I want to express my thanks to all of staff who helped prepare this budget and especially Deputy Town Manager Nancy Medlin and Finance Director Robert McKie. We did a lot of virtual meetings about this

and we weren't sure how well it would all come together. I am proud to say that the entire Clayton workforce has pulled through these first two months of disruption and uncertainty and helped prepare a budget that feels like there is certainty on the horizon. We are well-positioned financially and have excellent leaders in every department ready to lead Clayton into the new normal.

Respectfully,

Adam J. Lindsay

Town Manager

**TOWN OF CLAYTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND**

Dept.	Project No.	Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 26-30	Total
Fire	FD-20-01	Southeast Side Fire Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,687,500	\$ 14,687,500
Fire	FD-20-02	Public Safety Training Facility	-	-	-	231,250	2,635,000	-	-	\$ 2,866,250
Fire	FD-20-03	105' Platform Ladder Truck	-	-	906,250	1,064,375	-	-	-	\$ 1,970,625
Fire	FD-20-04	Pumper Tanker Replacement	-	-	-	-	945,000	-	-	\$ 945,000
Fire	FD-20-05	Pumper Tanker Replacement	-	-	-	-	-	-	999,000	\$ 999,000
Fire	FD-20-06	Southwest Side Fire Station	-	-	937,500	16,356,250	-	-	-	\$ 17,293,750
Fire	FD-20-07	North Side Fire Station	-	-	-	-	-	-	18,250,000	\$ 18,250,000
Library	LS-18-01	Library - Existing Facility Expansion	-	-	107,800	-	9,529,250	-	-	\$ 9,637,050
Parks & Rec	PR-17-01	Municipal Park - Phase 1	50,000	-	4,408,750	-	-	-	-	\$ 4,458,750
Parks & Rec	PR-17-02	Municipal Park - Phase 2	-	-	62,500	9,875,000	-	-	-	\$ 9,937,500
Parks & Rec	PR-18-02	Clayton Community Center - Phase 2	10,000	-	2,062,500	-	-	-	-	\$ 2,072,500
Parks & Rec	PR-18-03	Clayton Community Center - Phase 3	-	-	-	-	1,806,250	-	-	\$ 1,806,250
Parks & Rec	PR-18-04	Clayton Community Center - Phase 4	-	-	-	-	-	-	16,537,500	\$ 16,537,500
Parks & Rec	PR-19-01	Community Park Upgrade	-	-	-	281,250	956,250	537,500	-	\$ 1,775,000
Parks & Rec	PR-19-05	Legend Park	-	-	-	-	-	-	793,750	\$ 793,750
Parks & Rec	PR-19-06	East Clayton Community Park	-	-	371,875	3,475,000	-	-	-	\$ 3,846,875
Parks & Rec	PR-19-07	North River Regional Park	-	-	-	-	-	-	8,743,750	\$ 8,743,750
Parks & Rec	PR-19-08	Riverwood Mountain Bike Trail	-	312,500	-	-	-	312,500	-	\$ 625,000
Parks & Rec	PR-19-09	Town Square Stage	750,000	-	-	-	-	-	-	\$ 750,000
Parks & Rec	PR-19-10	Harmony Playground & Facilities	1,600,000	-	-	-	-	-	-	\$ 1,600,000
Parks & Rec	PR-20-01	Horne Square Upgrade	-	-	25,000	375,000	-	-	-	\$ 400,000
Parks & Rec	PR-20-03	Little Creek Church Park	-	-	-	-	-	-	4,475,000	\$ 4,475,000
PD	PD-18-01	Vehicle Rotation Plan	395,336	618,000	326,000	604,000	553,000	641,000	2,200,000	\$ 5,337,336
PD	PD-19-01	PD Building Renovations	-	-	-	210,000	-	-	-	\$ 210,000
Public Works	PW-17-03	Town Hall Parking Expansion	600,000	-	-	-	-	-	-	\$ 600,000
Public Works	PW-18-01	Sam's Branch Phase II	3,570,338	-	-	-	-	-	-	\$ 3,570,338
Public Works	PW-18-03	Payton Drive Extension	510,000	-	-	-	-	-	-	\$ 510,000
Public Works	PW-19-03	Railroad Parking & First St. Extension	75,000	-	3,250,000	1,875,000	-	-	-	\$ 5,200,000
Public Works	PW-19-04	Operations Facility Master Plan & Needs Study - 40%	40,000	25,000	25,000	2,250,000	6,000,000	6,000,000	-	\$ 14,340,000
Public Works	PW-19-05	Proactive Road Maintenance Program	1,970,000	1,370,000	1,500,000	1,500,000	1,500,000	1,500,000	6,000,000	\$ 15,340,000
Public Works	PW-19-06	ADA Transition Plan	70,000	150,000	200,000	200,000	200,000	200,000	1,000,000	\$ 2,020,000
Public Works	PW-19-07	Sidewalk Master Plan & Sidewalk Maintenance Program	89,000	70,000	220,000	145,000	145,000	145,000	545,000	\$ 1,359,000
Public Works	PW-19-08	Dump Truck #67 Replacements	120,000	-	-	163,000	-	-	-	\$ 283,000
Public Works	PW-20-01	42W Widening (NCDOT Match)	-	-	-	-	-	-	1,000,000	\$ 1,000,000
Public Works	PW-20-02	Operations Fueling Station	-	59,000	-	-	-	-	-	\$ 59,000
Public Works	PW-21-01	Town Hall Renovations	150,000	-	850,000	-	-	-	-	\$ 1,000,000
Public Works	PW-21-02	Dump Truck #32 Replacement	120,000	-	-	-	168,000	-	-	\$ 288,000
Public Works	PW-21-03	North Connector Roadway	50,000	-	1,300,000	1,500,000	-	25,000,000	-	\$ 27,850,000
Public Works	PW-21-04	Lombard St - Storm Drainage Improvements	-	150,000	-	-	-	-	-	\$ 150,000
Public Works	PW-21-05	Mini-Excavator	-	-	125,000	-	-	-	-	\$ 125,000
Public Works	TW-VRP	Townwide Vehicle Replacement Plan	178,350	455,000	315,000	407,000	125,000	146,000	937,800	\$ 2,564,150
		Total Cost	\$ 10,348,024	\$ 3,209,500	\$ 16,993,175	\$ 40,512,125	\$ 24,875,250	\$ 34,169,500	\$ 76,169,300	\$ 206,276,874
		Less Funding Sources								
		DMV Tag Fees	525,000	540,000	540,000	540,000	540,000	540,000	2,700,000	\$ 5,925,000
		Powell Bill	807,274	550,000	381,406	386,406	391,406	396,406	2,058,514	\$ 4,971,412
		Grants	2,936,271	-	1,040,000	1,386,585	1,811,267	20,000,000	850,000	\$ 28,024,123
		Donations	970,000	250,000	107,800	1,000,000	8,300,063	-	-	\$ 10,627,863
		Claytex	-	-	906,250	1,099,414	435,605	-	23,812,500	\$ 26,253,769
		Net Town Cost	\$ 5,109,479	\$ 1,869,500	\$ 14,017,719	\$ 36,099,720	\$ 13,396,910	\$ 13,233,094	\$ 46,748,286	\$ 130,474,708
		Net Town Cost Funding Projection								
		Pay Go	\$ 5,109,479	\$ 1,869,500	\$ 7,546,469	\$ 5,168,470	\$ 2,228,972	\$ 6,770,594	\$ 6,255,536	\$ 34,949,020
		Financing - Bonds/Installment Debt	-	-	6,471,250	30,931,250	11,167,938	6,462,500	40,492,750	\$ 95,525,688
		Total	\$ 5,109,479	\$ 1,869,500	\$ 14,017,719	\$ 36,099,720	\$ 13,396,910	\$ 13,233,094	\$ 46,748,286	\$ 130,474,708

**TOWN OF CLAYTON
CAPITAL IMPROVEMENT PLAN
WATER & SEWER FUND**

Dept.	Project No.	Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 26-30	Total
W&S	WS-18-01	AMR/AMI Meter System	\$ 1,312,500	\$ 1,562,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,875,000
W&S	WS-18-02	F-450 Crew Cab 4WD with Dump Body	82,500	-	-	-	-	-	-	82,500
W&S	WS-18-03	W&S Project (South O'Neil - Blanche to Horne)	-	700,000	-	-	-	-	-	700,000
W&S	WS-18-04	W&S Project (Blanche-Fayetteville to Ellington)	-	546,875	-	-	-	-	-	546,875
W&S	WS-19-02	Water Project (70 Bus W - Olde Town to Rose)	-	-	-	-	37,500	281,250	-	318,750
W&S	WS-19-04	Water System Capacity Purchases	2,500,000	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000	22,000,000
W&S	WS-19-05	Horne St Parking Lot	250,000	-	-	-	-	-	-	250,000
W&S	WS-19-07	New Street Improvements Projects	-	-	500,000	500,000	500,000	500,000	2,500,000	4,500,000
W&S	WS-19-08	W Stallings St Waterline Loop	31,250	294,650	-	-	-	-	-	325,900
W&S	WS-19-06	W&S Vehicle Replacement Plan	79,310	62,000	83,000	131,000	68,000	-	635,000	1,058,310
W&S	WS-19-11	Water Project (Regency Drive - Credit Union to US 70)	-	-	-	25,000	375,000	-	-	400,000
W&S	WS-19-13	Neuse River Water Reclamation Facility	2,375,000	-	40,000,000	35,000,000	25,000,000	16,000,000	-	118,375,000
W&S	WS-19-15	Little Creek Outfall Line NC 42 Highway	-	1,178,750	750,000	-	-	-	-	1,928,750
W&S	WS-19-16	Manhole Rehab Project	112,500	83,250	112,500	112,500	112,500	112,500	562,500	1,208,250
W&S	WS-19-18	Regency Drive Cemetery Outfall to Smith Street	-	180,000	-	-	-	-	-	180,000
W&S	WS-19-19	Sewer System Capacity Purchases	1,600,000	169,500	169,500	169,500	169,500	169,500	169,500	2,617,000
W&S	WS-19-21	Operations Facility & Needs Study - 30%	-	18,750	18,750	1,687,500	4,500,000	4,500,000	-	10,725,000
W&S	WS-20-02	Water & Sewer Needs Assessment	-	-	187,500	-	-	-	187,500	375,000
W&S	WS-20-03	Water System Model	60,500	-	-	-	-	-	78,125	138,625
W&S	WS-20-04	Water Sewer Project (Church Street)	-	-	93,750	750,000	-	-	-	843,750
W&S	WS-20-05	First St Parking	-	-	62,500	-	-	-	-	62,500
W&S	WS-20-09	Hamby Line Replacement (825 Linear Feet)	-	-	-	-	-	-	437,500	437,500
W&S	WS-20-10	Water Sewer Future Line Replacements	-	-	400,000	400,000	400,000	400,000	1,500,000	3,100,000
W&S	WS-20-12	Lombard: Second St to Little Creek Outfall	-	-	-	-	262,500	206,250	-	468,750
W&S	WS-20-13	Peele Subdivision Main Replacement	-	-	906,250	-	-	-	-	906,250
W&S	WS-20-14	Walnut Creek Gravity Sewer Lift Station Abandonment	-	-	5,688,875	-	-	-	-	5,688,875
W&S	WS-20-15	Inflow and Infiltration Analysis	-	-	187,500	-	-	-	-	187,500
W&S	WS-20-17	Rollingwood Sewer Service Rehab	-	-	200,000	-	-	-	-	200,000
W&S	WS-20-18	Future Lift Station Rehab/Upgrade	-	200,000	-	343,750	-	-	1,170,625	1,714,375
W&S	WS-20-19	Water Project (City Road - Stallings to Parkview)	-	425,000	-	-	-	-	-	425,000
W&S	WS-20-20	Additional Portable CD103 Godwin Pump and Hose	-	-	87,500	-	-	-	-	87,500
W&S	WS-20-21	West Main Lift Station Abandonment	-	800,000	-	-	-	-	-	800,000
W&S	WS-20-24	Liberty Lift Station Abandonment	-	100,000	-	-	-	-	-	100,000
W&S	WS-20-26	Interconnect Water Meter Relocation	-	-	62,500	-	-	-	-	62,500
W&S	WS-20-27	Bulk Water Filling Station	-	12,500	-	-	125,000	-	-	137,500
W&S	WS-20-30	Truck #84-2007 International Dump Truck Replacement	-	154,000	-	-	-	-	-	154,000
W&S	WS-20-31	FS #2 Elevated Tank Riser Floor	-	-	-	-	-	-	500,000	500,000
W&S	WS-20-32	Future 500K Elevated Storage Tank	-	-	-	-	-	-	2,987,500	2,987,500
W&S	WS-20-34	Starmount Sewer Line Rehab/Replace	-	-	-	-	62,500	-	-	62,500
W&S	WS-20-35	Water Sewer Project (Clayton Estates)	-	-	-	-	-	-	2,125,000	2,125,000
W&S	WS-20-36	5MGD Surface Water Treatment Plant	-	-	-	-	-	-	68,750,000	68,750,000
W&S	WS-20-37	Arbors Lift Station Abandonment	-	-	-	-	-	-	1,250,000	1,250,000
W&S	WS-20-39	Walmart Lift Station Abandonment	-	-	250,000	1,750,000	-	-	-	2,000,000
W&S	WS-21-01	Vehicle #86 - 2015 Freightliner Vactor Renew Repurchase Agree	-	445,000	-	-	-	-	-	445,000
W&S	WS-21-02	Vehicle #74 - 2007 Sterling Sewer Vac Truck Replacement - Re	-	445,000	-	-	-	-	-	445,000
		Total Cost	\$ 8,403,560	\$ 8,877,775	\$ 51,760,125	\$ 42,869,250	\$ 33,612,500	\$ 24,169,500	\$ 93,743,250	\$ 263,435,960
		Funding Projection								
		Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Pay Go	7,091,060	6,425,275	6,071,250	6,181,750	4,112,500	3,669,500	21,978,250	55,529,585
		Financing - Bonds/Installment Debt	1,312,500	2,452,500	45,688,875	36,687,500	29,500,000	20,500,000	71,765,000	207,906,375
		Total	\$ 8,403,560	\$ 8,877,775	\$ 51,760,125	\$ 42,869,250	\$ 33,612,500	\$ 24,169,500	\$ 93,743,250	\$ 263,435,960

**TOWN OF CLAYTON
CAPITAL IMPROVEMENT PLAN
ELECTRIC FUND**

Dept.	Project No.	Project Name	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 26-30	Total
Electric	EL-18-01	Steeplechase Subdivision - Install Electric	\$ -	\$ 187,500	\$ 256,250	\$ 256,250	\$ -	\$ -	\$ -	\$ 700,000
Electric	EL-18-02	Projected Capital UG New Res Development	723,000	589,500	556,250	556,250	556,250	556,250	2,781,250	\$ 6,318,750
Electric	EL-18-16	Vehicle Replacement Plan	129,000	-	-	-	-	-	-	\$ 129,000
Electric	EL-19-02	AMI Meter System Project	1,250,000	429,200	-	-	-	-	-	\$ 1,679,200
Electric	EL-19-03	LED Project	519,372	-	-	-	-	-	-	\$ 519,372
Electric	EL-19-04	Operations Facility & Needs Study - 30%	30,000	38,100	18,750	-	-	1,687,500	9,000,000	\$ 10,774,350
Electric	EL-19-05	Solar/Battery Project	-	-	-	375,000	-	-	-	\$ 375,000
Electric	EL-19-06	South Feeder Reconductoring	212,500	-	-	-	-	-	-	\$ 212,500
Electric	EL-19-07	Summerlyn Lift Station Backfeed	100,000	-	-	-	-	-	-	\$ 100,000
Electric	EL-20-01	Replace 350 UG Cable with 750 UG - Glen Laurel	-	300,000	-	-	-	-	-	\$ 300,000
Electric	EL-20-03	Peak Shaving Project - Town Hall	-	350,000	117,308	-	-	-	-	\$ 467,308
Electric	EL-20-04	HWY 42 East S/L Project Ph. 2	195,000	-	-	-	-	-	-	\$ 195,000
Electric	EL-20-05	Shotwell Rd Reconductoring for Highgate	168,000	-	-	-	-	-	-	\$ 168,000
Electric	EL-20-06	Community Center Backfeed	128,750	-	-	-	-	-	-	\$ 128,750
Electric	EL-21-01	Replace International MH Bucket Truck	-	-	305,000	-	-	-	-	\$ 305,000
Electric	EL-21-02	TOC 305 E2 Excavator Replacement	-	-	76,000	-	-	-	-	\$ 76,000
Electric	EL-21-03	New Altec DH-50-H Line Truck	-	-	-	300,000	-	-	-	\$ 300,000
Electric	EL-21-04	2003 Internatioal Knuckle Boom Replacement	-	-	-	-	285,000	-	-	\$ 285,000
		Total Cost	\$ 3,455,622	\$ 1,894,300	\$ 1,329,558	\$ 1,487,500	\$ 841,250	\$ 2,243,750	\$ 11,781,250	\$ 23,033,230
		Funding Projection								
		Pay Go	\$ 2,205,622	\$ 688,100	\$ 1,329,558	\$ 1,487,500	\$ 841,250	\$ 556,250	\$ 2,781,250	\$ 9,889,530
		Financing - Bonds/Installment Debt	1,250,000	1,206,200	-	-	-	1,687,500	9,000,000	\$ 13,143,700
		Total	\$ 3,455,622	\$ 1,894,300	\$ 1,329,558	\$ 1,487,500	\$ 841,250	\$ 2,243,750	\$ 11,781,250	\$ 23,033,230

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**FY 2020-2021 Budget Proposal
Personnel Summary
General Fund Full Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21
Community Development Services	Code Enforcements	Zoning Administration Officer	18	18	1	1	1
Community Development Services	Code Enforcements	Code Enforcement Officer	15	15	1	1	1
Community Development Services	Planning	Planning Technician	N/A	14	0	1	0
Community Development Services	Planning	Planning Director	30	30	1	1	1
Community Development Services	Planning	Sr. Planner	21	21	0	1	1
Community Development Services	Planning	Planner	20	20	3	2	2
Community Development Services	Planning	Development Svs Coordinator	17	17	1	1	1
Community Development Services	Planning	Permits Specialist	14	14	0	1	1
Community Development Services	Planning	Administrative Support Specialist	13	13	1	0	0
Cultural and Performing Arts	Administration	Clayton Center Director	25	25	1	1	1
Cultural and Performing Arts	Administration	Auditorium Ops. Coordinator	18	18	1	1	1
Cultural and Performing Arts	Administration	Booking Office & Admin. Coord.	17	17	1	1	1
Cultural and Performing Arts	Facility Enterprises	Conference Center Coordinator	17	17	1	1	1
Cultural and Performing Arts	Facility Enterprises	Conference Center Support Spec.	16	16	1	1	1
Customer Service	Customer Service and Collections	Data Technician	N/A	15	0	1	0
Customer Service	Customer Service and Collections	Customer Service Director	24	24	1	1	1
Customer Service	Customer Service and Collections	Collections Specialist	15	15	1	1	1
Customer Service	Customer Service and Collections	Utility Billing Specialist	14	14	2	2	2
Customer Service	Customer Service and Collections	Customer Service Specialist	12	12	2	2	2
Customer Service	Meter Reading and Technicians	Meter Reader	11	11	3	3	3
Economic Development	Administration	Economic Development Director	31	31	1	1	1
Economic Development	Administration	Economic Development Specialist	19	19	1	1	1
Finance	Administration	Finance Director	29	29	1	1	1
Finance	Administration	Staff Accountant	19	19	1	1	1
Finance	Administration	Payroll Specialist	16	16	1	1	1
Finance	Administration	Accounting Technician	14	14	1	1	1
Finance	Purchasing and Warehousing	Purchasing Agent	20	20	1	1	1
Finance	Purchasing and Warehousing	Warehouse Agent	16	16	1	1	1
Fire Protection	Administration	Fire Chief	31	31	1	1	1
Fire Protection	Administration	Deputy Fire Chief	25	25	2	2	2
Fire Protection	Administration	Fire Inspector	19	19	1	1	1
Fire Protection	Administration	Administrative Support Specialist	13	13	1	1	1
Fire Protection	Operations	Fire Battalion Chief	23	23	3	3	3
Fire Protection	Operations	Fire Captain	21	21	6	6	6
Fire Protection	Operations	Fire Equipment Operator	18	18	9	9	9
Fire Protection	Operations	Fire Fighter	15	15	18	18	18
General Government	Administration	Town Manager	41	41	1	1	1
General Government	Administration	Deputy Town Manager	34	34	1	1	1
General Government	Administration	Sr. Administrative Support Spec	14	14	1	1	1
General Government	Human Resources	Human Resources Advisor	N/A	21	0	1	1
General Government	Human Resources	Human Resources Director	28	28	1	1	1
General Government	Human Resources	Safety Officer	21	21	1	1	1
General Government	Human Resources	Human Resources Analyst	17	17	1	1	1
General Government	Legislative	Town Clerk	21	21	1	1	1
General Government	Legislative	Deputy Town Clerk	16	16	1	1	1
Information Services	Administration	Internal Technology Consultant	21	21	1	1	1
Law Enforcement	Administration	Accreditation & Administrative Officer	N/A	19	0	1	0
Law Enforcement	Administration	Police Chief	31	31	1	1	1
Law Enforcement	Administration	Police Major	28	28	1	1	1
Law Enforcement	Administration	Administrative Support Coordinator	13	13	1	1	1
Law Enforcement	Administration	Administrative Support Assistant	11	11	1	1	1

**FY 2020-2021 Budget Proposal
Personnel Summary
General Fund Full Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21
Law Enforcement	Patrol Operations	Police Captain	25	25	1	1	1
Law Enforcement	Patrol Operations	Police Lieutenant	22	22	4	4	4
Law Enforcement	Patrol Operations	Police Sergeant	20	20	4	4	4
Law Enforcement	Patrol Operations	Police Officer	17	17	20	28	24
Law Enforcement	Special Operations	Police Captain	25	25	1	1	1
Law Enforcement	Special Operations	Police Investigator	22	22	5	5	5
Law Enforcement	Special Operations	Police Lieutenant	22	22	2	2	2
Law Enforcement	Special Operations	Police Sergeant	20	20	3	4	3
Law Enforcement	Special Operations	Invest. & Accreditation Special.	19	19	1	1	1
Law Enforcement	Special Operations	Police Officer-Spec Assignment	18	18	4	4	4
Law Enforcement	Special Operations	School Resources Officer	17	17	2	2	2
Law Enforcement	Special Operations	Animal Control Officer	13	13	1	1	1
Library Operations	Administration	Circulation Supervisor	N/A	19	0	1	0
Library Operations	Administration	Library Supervisor	N/A	19	0	1	1
Library Operations	Administration	Library Director	25	25	1	1	1
Library Operations	Administration	Librarian	17	17	2	1	1
Library Operations	Administration	Library Associate	12	12	3	3	3
Library Operations	Administration	Library Technician	11	11	1	1	1
Parks & Recreational Services	Administration	Parks & Recreation Assistant Director	N/A	22	0	1	0
Parks & Recreational Services	Administration	Parks & Recreation Director	29	29	1	1	1
Parks & Recreational Services	Administration	Special Events and Marketing Mgr	18	18	1	1	1
Parks & Recreational Services	Administration	Recreation Center Supervisor	17	17	1	1	1
Parks & Recreational Services	Administration	Administrative Support Specialist	13	13	1	1	1
Parks & Recreational Services	Adult Athletics	Athletics Program Supervisor	17	17	0	1	0
Parks & Recreational Services	Facilities Maintenance	Park Maintenance Supervisor	19	19	1	1	1
Parks & Recreational Services	Facilities Maintenance	Park Maintenance Crew Leader	15	15	1	1	1
Parks & Recreational Services	Facilities Maintenance	Park Maintenance Specialist	11	11	5	6	5
Parks & Recreational Services	Programs and Classes	Recreation Program Coordinator	16	16	2	2	2
Parks & Recreational Services	Youth Athletics	Ops & Athletics Superintendent	20	20	1	1	1
Parks & Recreational Services	Youth Athletics	Athletics Program Supervisor	17	17	1	1	1
Public Information	Administration	Public Information Officer	24	24	1	1	1
Public Information	Administration	Communication Specialist	18	18	1	1	1
Public Works	Administration	Public Works & Utilities Directo	33	33	1	1	1
Public Works	Administration	Assistant Public Works Director	27	27	1	1	1
Public Works	Administration	Public Works Operation Manager	24	24	1	1	1
Public Works	Administration	Sr. Admin. Support Specialist	14	14	1	1	1
Public Works	Administration	Administrative Support Specialist	13	13	1	1	1
Public Works	Building Inspections	Chief Building Inspector	25	25	1	1	1
Public Works	Building Inspections	Building Codes Inspector III	22	22	1	1	1
Public Works	Building Inspections	Building Codes Inspector II	20	20	2	2	2
Public Works	Building Inspections	Building Codes Inspector I	18	18	2	2	2
Public Works	Building Inspections	Permits Specialist	14	14	1	1	1
Public Works	Engineering Operations	Town Engineer	26	26	1	1	1
Public Works	Engineering Operations	Construction Project Manager	22	22	2	3	2
Public Works	Engineering Operations	Stormwater Engineer	22	22	1	1	1
Public Works	Engineering Operations	Engineering and Inspections Services Coordinato	15	15	1	1	1
Public Works	GIS	Database Administrator	21	21	0	1	0
Public Works	GIS	GIS Coordinator	21	21	1	1	1
Public Works	GIS	GIS Technician	18	18	1	1	1
Public Works	GIS	Utility Coordinator	15	15	2	2	2
Public Works	Property Maintenance	Property Maintenance Supervisor	19	19	1	1	1

**FY 2020-2021 Budget Proposal
Personnel Summary
General Fund Full Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21	
Public Works	Property Maintenance	Property Maintenance Crew Leader	15	15	2	2	2	
Public Works	Property Maintenance	Facility Maintenance Technician	14	14	2	2	2	
Public Works	Property Maintenance	Cemetery Maintenance Specialist	11	11	1	1	1	
Public Works	Property Maintenance	Property Maintenance Worker	10	10	6	6	6	
Public Works	Property Maintenance	Custodian	9	9	1	1	1	
Public Works	Streets Operations	Street Maintenance Supervisor	19	19	1	1	1	
Public Works	Streets Operations	Street Maintenance Crew Leader	15	15	2	2	2	
Public Works	Streets Operations	Street Maintenance Worker	10	10	5	5	5	
Public Works	Vehicle Maintenance	Fleet Service Supervisor	19	19	1	1	1	
Public Works	Vehicle Maintenance	Equipment Service Mechanic	14	14	2	2	2	
Total Positions					<hr/>	201	220	<hr/> 206

**FY 2020-2021 Budget Proposal
Personnel Summary
General Fund Part Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21
Cultural and Performing Arts	Administration	Facility Technician-PT	N/A	N/A	12	12	12
Cultural and Performing Arts	Facility Enterprises	Facility Attendant	N/A	N/A	4	4	4
Cultural and Performing Arts	Facility Enterprises	Part time staff	N/A	N/A	10	10	10
Customer Service	Customer Service and Collectic	Customer Service Specialist-PT	N/A	N/A	2	2	2
Customer Service	Meter Reading and Technician	Meter Reader part time	N/A	N/A	2	2	2
Fire Protection	Operations	Fire Fighter - Part Time	N/A	N/A	6	6	6
General Government	Legislative	Customer Service Specialist-PT	N/A	N/A	2	2	2
Law Enforcement	Special Operations	Police Office - Part-time	N/A	N/A	1	2	2
Library Operations	Administration	Library Assistant-PT	N/A	N/A	6	6	6
Parks & Recreational Services	Administration	Community Center Part time	N/A	N/A	8	8	8
Parks & Recreational Services	Adult Athletics	Athletic Aid III	N/A	N/A	1	1	1
Parks & Recreational Services	Adult Athletics	Facility Supervisor	N/A	N/A	3	3	3
Parks & Recreational Services	Facilities Maintenance	Crew Leader-FM Parks and Recreat	N/A	N/A	1	1	1
Parks & Recreational Services	Programs and Classes	Park & Rec Programs - Part Time	N/A	N/A	19	19	19
Parks & Recreational Services	Youth Athletics	Rec-Athletics Part Time	N/A	N/A	17	17	17
Public Works	Administration	Administrative Assisstant	N/A	N/A	1	1	1
Public Works	Administration	Consultant	N/A	N/A	1	1	1
Public Works	Building Inspections	Building Inspector	N/A	N/A	1	1	1
Public Works	Engineering Operations	Engineer	N/A	N/A	1	1	1
Public Works	Property Maintenance	Custodian	N/A	N/A	1	1	1
Public Works	Vehicle Maintenance	Equipment Service Mechanic	N/A	N/A	1	1	1
Total Positions					100	101	101

**FY 2020-2021 Budget Proposal
Personnel Summary
Water/Sewer Fund Full Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21	
Public Services - Water/Sewer	Operations	Dist. & Collection System Super.	24	24	1	1	1	
Public Services - Water/Sewer	Operations	Utility Maintenance Crew Leader	15	15	1	2	1	
Public Services - Water/Sewer	Operations	Utility Maintenance Mechanic	13	13	6	6	6	
Public Services - Water/Sewer	Operations	Utility Maintenance Supervisor	19	19	1	1	1	
Public Services - Water/Sewer	Preventative Maintenance	Instrumentation Control Tech.	17	17	1	1	1	
Public Services - Water/Sewer	Preventative Maintenance	Utilities Compliance Technician	15	15	1	2	1	
Public Services - Water/Sewer	Preventative Maintenance	Utility Maintenance Crew Leader	15	15	1	1	1	
Public Services - Water/Sewer	Preventative Maintenance	Utility Maintenance Mechanic	13	13	4	5	4	
Public Services - Water/Sewer	Preventative Maintenance	Utility Maintenance Supervisor	19	19	1	1	1	
Public Services - Water/Sewer	Wastewater Treatment Plant	Laboratory Supervisor	18	18	1	1	1	
Public Services - Water/Sewer	Wastewater Treatment Plant	WWTP Operator	15	15	3	3	3	
Public Services - Water/Sewer	Wastewater Treatment Plant	WWTP Superintendent	24	24	1	1	1	
Total Positions						22	25	22

**FY 2020-2021 Budget Proposal
Personnel Summary
Electric Fund Full Time**

Department	Division	Position Titles	Current Grade	New Grade	Actual FY 19-20	Requested FY 20-21	Recommended FY 20-21	
Electric	Administration	Administrative Support Specialist	13	13	1	1	1	
Electric	Administration	Electric System Director	29	29	1	1	1	
Electric	Administration	Energy Services Technician	20	20	1	1	1	
Electric	Operations	Electric Crew Field Supervisor	22	22	3	3	3	
Electric	Operations	Electric Line Technician I	16	16	1	2	1	
Electric	Operations	Electric Line Technician II	18	18	3	3	3	
Electric	Operations	Electric System Superintendent	25	25	1	1	1	
Electric	Operations	Sr. Electric Line Technician	20	20	2	2	2	
Total Positions						13	14	13

Town of Clayton
FY 2020-2021
Recommended Rate Changes

Funds: General Fund
Water Sewer Fund
Electric Fund

Description: The following pages contain the existing FY 2019-2020 Comprehensive List of Fees and Charges and the recommended FY 2020-2021 Comprehensive List of Fees and Charges. Recommended changes to existing fees are highlighted in **YELLOW**. Recommended additions to existing fees are highlighted in **GREEN**. Recommended deletions from existing fees are highlighted in **RED**. The current year rate schedule is presented for comparison purposes.

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Comprehensive List of Fees and Charges - FY 2019-2020

TAXES & FEES

Town of Clayton Tax Rate	\$0.58 / \$100 valuation of property	Vehicle Fee (pursuant to NCGS 20-97 (b1))	\$30 / vehicle
Claytex Fire District Tax Rate	\$0.1175 / \$100 valuation of property		

DOCUMENT / COPY / ADMINISTRATIVE FEES

Copying up to 11'x17' (black & white)	\$0.10 / sheet	Paper Copy of Agenda	\$10 (annually) Email free.
Town meeting(s) audio or documents	\$1.50 / storage device provided	Filing Fee for Office of Council Member	\$5
Certified copy of Town records	In accordance with NCGS 161-10(9)	Filing Fee for Office of Mayor	\$10

CEMETERY FEES

Lot Purchase - including footstone	\$1,000	Cremains Interment - Monday through Saturday	\$450
Interment - Monday through Saturday	\$900	Cremains Interment - Sundays and Holidays*	\$900
Interment - Sundays and Holidays*	\$1,200	* Excludes Christmas Day, Thanksgiving Day, New Year's Day and Good Friday	
Footstone Marker and Installation	\$100		

CUSTOMER DEPOSITS

Residential Electric	\$250 / \$800 (high risk)	Non-residential Electric	2.5 times average bill for location or comparable use.
Residential Water	\$50 / \$120 (high risk)	Non-residential Water	2.5 times average bill for location or comparable use.
Residential Sewer	\$50 / \$120 (high risk)	Non-residential Sewer	2.5 times average bill for location or comparable use.
Residential Irrigation	\$50 / \$120 (high risk)	Non-residential Irrigation	2.5 times average bill for location or comparable use.

CUSTOMER FEES

Connection Fee	\$25	Late fee for charges unpaid by due date	5%
Returned Check/Draft Fee	\$25	Meter Tampering Fee	\$300
Non-Payment Penalty	\$50	Bucket Truck Mobilization Fee	\$500

SOLID WASTE FEES

Solid Waste Collection	\$20.50 per month	Extra Garbage Cart	\$4.18 / month	Extra Recycling Cart	\$3.17 / month
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WATER & SEWER UTILITY RATES

WATER (NON-IRRIGATION)

BASE RATES

COMMODITY RATES

Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town
5/8" Meter	\$16.05	\$20.06	Block 1	\$4.19	\$5.24
3/4" Meter	\$24.08	\$30.09	Block 2	\$4.40	\$5.50
1" Meter	\$40.13	\$50.16	Block 3	\$4.61	\$5.76
1.5" Meter	\$80.25	\$100.31	Block 4	\$5.03	\$6.28
2" Meter	\$128.40	\$160.50			
3" Meter	\$240.75	\$300.94	Commercial:		
4" Meter	\$401.25	\$501.56	Block 1	\$4.68	\$5.85
6" Meter	\$802.50	\$1,003.13	Block 2	\$5.38	\$6.73
8" Meter	\$1,284.00	\$1,605.00			
10" Meter	\$1,845.75	\$2,307.19	Industrial:		
			Block 1	\$4.75	\$5.93
Monthly AMI Charge (per water meter):	\$2.00	\$2.00	Block 2	\$5.46	\$6.82

IRRIGATION

BASE RATES

COMMODITY RATES

Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town
5/8" Meter	\$16.05	\$20.06	Block 1	\$6.50	\$6.50
3/4" Meter	\$24.08	\$30.09	Block 2	\$8.11	\$8.11
1" Meter	\$40.13	\$50.16	Block 3	\$9.97	\$9.97
1.5" Meter	\$80.25	\$100.31			
2" Meter	\$128.40	\$160.50	Non-Residential		
3" Meter	\$240.75	\$300.94	Block 1	\$5.27	\$5.27
4" Meter	\$401.25	\$501.56	Block 2	\$7.27	\$7.27
6" Meter	\$802.50	\$1,003.13	Block 3	\$8.56	\$8.56
8" Meter	\$1,284.00	\$1,605.00			
10" Meter	\$1,845.75	\$2,307.19			
Monthly AMI Charge (per water meter):	\$2.00	\$2.00			

SEWER

WATER & SEWER - Bulk

Base Rates:	In Town	Out of Town	Monthly Commodity Rates (Water):	\$4.93 / 1,000 gallons
Meter Size:			High Strength Surcharge (Sewer):	
5/8" Meter	\$17.53	\$21.91	Biochemical Oxygen Demand (BOD)	\$0.305 / pound for concentration in excess of 250 mg/liter
3/4" Meter	\$26.29	\$32.87		
1" Meter	\$43.82	\$54.78	Total Suspended Solids (TSS)	\$0.125 / pound for concentration in excess of 250 mg/liter
1.5" Meter	\$87.65	\$109.56		
2" Meter	\$140.24	\$175.30	Ammonia Nitrogen (NH3-N)	\$1.562 / pound for concentration in excess of 250 mg/liter
3" Meter	\$262.95	\$328.68		
4" Meter	\$438.24	\$547.80		
6" Meter	\$876.49	\$1,095.61		
8" Meter	\$1,402.38	\$1,752.97		
10" Meter	\$2,015.92	\$2,519.90		
Commodity Rates:			Industrial High Strength Surcharge	\$2.11 / 1,000 gallons
All usage (per 1,000 gallons)	\$5.64	\$7.05		
Flat Rate Sewer (No Meter):	\$34.50	\$43.13		

ELECTRIC UTILITY RATES

RESIDENTIAL		INSTITUTIONAL	
Monthly Base Charges:		Monthly Base Charge:	\$30.00
Single Phase Service	\$12.75	Monthly Energy Charge:	\$0.13613 / kWh for first 600 kWh
Three Phase Service	\$16.00		\$0.11411 / kWh for next 1,900 kWh
Monthly Energy Charge:	\$0.11967 / kWh		\$0.10394 / kWh for all additional kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
SMALL GENERAL SERVICE		MEDIUM GENERAL SERVICE	
Monthly Base Charges:	\$17.50	Monthly Base Charges:	\$30.00
Monthly Energy Charges:	\$0.13818 per kWh for the first 750 kWh*	Monthly Demand Charges:	\$8.41 / kW
	\$0.09248 per kWh for the next 2,000 kWh		
	\$0.08100 per kWh for the additional kWh	Monthly Energy Charge:	\$0.07827 / kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
<i>*When the kW of billing demand exceeds 5kW, add into the first block 150 kWh for each additional kW of excess.</i>			
LARGE GENERAL SERVICE		COINCIDENT PEAK (CP)	
Monthly Base Charge:	\$100.00	Monthly Base Charge:	\$175.00
Monthly Demand Charge:		Monthly Demand Charge:	
CP Demand	\$17.50 / CP kW	CP Demand	\$18.00 / CP kW
Excess Demand	\$1.50 / kW	Excess Demand	\$3.50 / kW
Monthly Energy Charge:	\$0.04813 / kWh	Monthly Energy Charge:	\$0.05472 / kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
TOWN FACILITIES		TIME OF USE	
Monthly Base Charge:	\$10.25	Monthly Base Charge:	\$175.00
Monthly Energy Charge:	\$0.08362 / kWh	Monthly Demand Charge:	\$17.27 / kW
Monthly AMI Charge (per electric meter):	\$2.00	Monthly Energy Charge:	\$0.05778 / kWh
		Monthly AMI Charge (per electric meter):	\$2.00
AREA LIGHTING			
Monthly Rate Per Lighting Unit:		Monthly Rate Per Pole Type:	
Residential Unit	\$11.94	Wooden	\$3.00
Small Commercial Unit	\$15.85	Decorative	\$6.60
Large Commercial Unit	\$36.17	Monthly Energy Charge:	\$0.08362 / kWh
Underground Charge	\$4.80	Monthly AMI Charge (per electric meter):	\$2.00

ELECTRIC DEPARTMENT			
Residential Electric Meter	\$100	Area Light Replacement Fee (per light)	\$25
Small Commercial Meter	\$350	Bulb M400/U	\$17
Large Commercial Meter	\$500	Bulb M1000/U/BT37	\$43
Underground Electric Fee	\$375	Bulb LU400	\$20

PUBLIC WORKS					
WATER AND SEWER TAPS AND WATER AND SEWER / ELECTRIC METER FEES					
Meter Size	Base Cost	Street Cut	Concrete Cut	Meter Only	Permit Fee
5/8 Inch Water	\$1,425	\$500	\$500	\$200	N/A
1 Inch Water	\$1,575	\$500	\$500	\$250	N/A
2 Inch Water	\$2,050	\$500	\$500	\$1,050	N/A
4 Inch Sewer	\$1,625	\$500	\$500	N/A	N/A
Irrigation	\$225	\$500	\$500	\$200	\$50
Irrigation Split	\$425	N/A	N/A	N/A	N/A
Relocate Service Line	\$425	N/A	N/A	N/A	N/A
Residential Electric	N/A	N/A	N/A	\$100	N/A
Small Commercial Electric	N/A	N/A	N/A	\$350	N/A
Large Commercial Electric	N/A	N/A	N/A	\$500	N/A
SYSTEM DEVELOPMENT FEES					
Meter Size	Water	Sewer	Total		
5/8 Inch	\$1,793	\$3,260	\$5,053	Meters greater than 2 Inch require a negotiated Developer's Agreement. Irrigation Water Meters will be charged 1/2 of the System Development Fees.	
3/4 Inch	\$2,690	\$4,890	\$7,580		
1 Inch	\$4,483	\$8,150	\$12,633		
1.5 Inch	\$8,965	\$16,300	\$25,265		
2 Inch	\$14,344	\$26,080	\$40,424		
NUTRIENT OFFSET FEES					
Residential Tap	\$400/ Tap	Non Residential Tap	\$0.004 / gallon of annual wastewater capacity		

PLANNING DEPARTMENT

DEVELOPMENT SUBMITTAL FEES

Advertising - Newspaper	\$200	Plat, Exempt	\$100
Appeal / Interpretation	\$250	Plat, Final	\$250 + \$5 / lot
Annexation (See Town Clerk)	\$0	Plat, Recombination	\$100
Urban Archery Hunting Permit	\$10	Re-Inspection	\$100
Major Subdivision	\$400 + \$5 / lot	Rezoning	\$500
Minor Subdivision (<5 lots)	\$200 + \$5 / lot	Sign, Master Plan	\$100
Master (Open Space) Subdivision Plan	\$700 + \$5 / acre	Sign, Permanent	\$50 + \$5 / additional sign
Planned Development	\$1,000 + \$5 / acre	Sign, Temporary	\$30
Small Cell Wireless	\$100 ea for first 5 facilities, \$50 ea additional	Site Plan, Administrative Amendment	\$100
Zoning Site Inspection	\$50 first acre, \$20 ea additional	Site Plan, Major	\$500 + \$5 / acre
Zoning Landscape Inspection	\$50 first acre, \$20 ea additional	Site Plan, Minor	\$250 + \$5 / acre
Resubmittal Fee	3rd Submittal 1/2 of Original	Special Use Permit	\$400
Landscape/site plan violation/enforcement	Same as initial inspection	Temporary Use / Special Event	\$100
		Tree Removal / Clearing Permit	\$50
Partial release landscape/site improvement bond	Same as initial inspection	Variance Application	\$250 (\$500 after the fact)
		Zoning Compliance Permit	\$50
Conditional Use	\$400	Zoning Verification Letter	\$50

CODE ENFORCEMENT

Tall Grass and Overgrowth	0 to .25 acres	\$150 + \$100 Admin Fee	Private Property Clean Up	Amount Billed by Contractor + \$100 Admin Fee
	.26 to .50 acres	\$200 + \$100 Admin Fee		
	> 1.00 acres	\$250 + \$100 Admin Fee		

COPIES AND MAPS

Copy < 11" x 17" (Black & White)	\$0.10	Map 24" x 36"	\$20
Copy > 11" x 17" (Black & White)	\$1	Map 36" x 48"	\$30
Copy < 11" x 17" (Color)	\$0.40	General Design Guidelines	\$10
Copy > 11" x 17" (Color)	\$5	Strategic Growth Plan	\$20
Map 18" x 24"	\$10	Unified Development Plan	\$40

CONSULTANT REVIEW FEES

Tower Review, New Structure, One Related Meeting	\$5,000	Tower Review, Co-Location/Mod/Upgrade	\$1,000
Tower Review, New Structure, Two Related Meetings	\$6,500	Traffic Review	Negotiated

RECREATION AND OPEN SPACE FEES

Residential Fee	\$750/lot	Multi-Family Fee	7/1/2019 \$1,000/unit, 1/1/2020 \$1,500/unit, 7/1/2020 \$2,000/unit
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INSPECTIONS DEPARTMENT

Plan Review Fee - Initial Review	No Charge	Re-Inspection Fees	
Plan Review Fee - Subsequent Reviews (ea)	\$150	First Re-Inspection	\$50
New Dwelling (Single):		Additional Re-Inspection of Same Item	\$100
Up to 1,200 sq. ft.	\$600 / dwelling	Day Care Re-Certification	\$100
> 1,200 sq. ft.	\$600 + \$0.30 / sq. ft.	ABC Permit Form	\$150
Residential - Additions/Remodel:		Expired Permit Reissue	
0 - 400 sq. ft.	\$300	Work Started / Code Changes	Original fee x 50%
> 400 sq. ft.	\$300 + \$0.30/sq. ft.	No Work Started / No Code Changes	\$150
Additional per trade	\$75	Re-Review, Lost Plans / Update	\$150
Multi-Family Dwelling Duplex/Triplex		Service Pole Inspections	
Up to 3 units	\$600 + \$0.30/sq ft > 1,200 sq ft	Electrical (\$1 Building if no permit exists)	\$75
Each additional unit	\$200	Update for Permits	
Mobile Homes		Contractor Change (Ord. 2017-09-01)	\$50
Single-Wide (Building Only)	\$250	Service Change Inspections	
Double - Wide (Building Only)	\$275	Conditional Service (Ord. 2017-09-01)	\$75
Triple - Wide (Building Only)	\$300	Building	\$1
Quad - Wide (Building Only)	\$325	Electrical	\$75
Travel Trailers / Campers	\$75	Sign	
Poured Footing Inspection	\$50	Building	\$75
Mechanical Permit Fee	\$50	Electrical	\$75
Electrical Permit Fee	\$50	Swimming Pools	
Plumbing Permit Fee	\$50	Building	\$75
Dwelling Moved On		Electrical	\$75
Fee	\$250	Pedestals	
Trade Fee	\$75	Building	\$1
Residential Accessory Building (12'x12' and over)		Electrical	\$75
Storage Building	\$75	LP Gas Tanks	
Garage / Carport	\$100	Building	\$40
Deck / Porch/ Gazebo	\$75 + \$0.30/sf for > 144 sf	Electrical	\$75
Additional trade	\$75	Replace Roof of Existing House or Mobile Home	
Trade Inspections		Per Building	\$75
Building, Electrical, Plumbing and Mechanical	\$50	Tents (Per Building over 240 sq. ft.)	\$75
Farm Storage Buildings		ATM	Commercial Rate
Livestock Production Buildings	\$40	Conditional Power/Gas - Single Family	\$75 each
Bulk Tobacco Barns		Conditional Power/Gas - Multi Family	\$75 first meter, \$50 each additional
Building, Electrical, Plumbing and Mechanical	\$75	Reconnect Power	
Electrical Permit Fee	\$75	Building	\$1
Permit Fee for Commercial Buildings (Based on cost per trade)		Electrical	\$75
\$0 - \$2,500	Trade fee (Minimum \$75)	Connect County Water / Sewer	
\$2,501 - \$25,000	\$225	Building	\$1
\$25,001 - \$50,000	\$550	Electrical	\$75
\$50,001 - \$100,000	\$1,000	Demolition - Residential	\$50 + asbestos report
\$100,001 - \$200,000	\$1,650	Demolition - Commercial	\$150
\$200,001 - \$350,000	\$2,850	Sprinkler System	Commercial Rate
\$350,001 - \$500,000	\$3,900	Penalty	
\$500,001 - \$750,000	\$5,250	For work started before proper permitting is obtained, a penalty of one-half the cost of the permit(s) that should have been obtained shall apply. GS 160A-414.	
\$750,001 - \$1,000,000		Irrigation of New Landscape	\$75
>\$1,000,000	\$6,500 + 0.2% for every dollar over \$1,000,000	One Time Extension - Irrigation New Landscape	\$50

ENGINEERING DEPARTMENT

REVIEW FEES

Residential Subdivision (Initial & 2nd submittal)	\$250 + \$10 per lot	Record Drawing / As-Built Review	\$200
Residential Re-Review (Per review)	\$100	Record Drawing / As-Built Review Re-Review	\$50
Non-Residential (Initial & 2nd submittal)	\$250 + \$25 per acre	Infrastructure Performance Guarantee (non-cash)	\$100
Non-Residential Re-Review (Per review)	\$100	Infrastructure Performance Guarantee (cash)	No charge
Infrastructure Only (Road/Sewer/Water extension)	\$250 + \$0.25 per linear foot	Infrastructure Performance Guarantee Renew/Change	\$50
Alternative Standard Request	\$500 per standard	Landscaping Performance Guarantee	\$100
Construction Plan Amendment/revision to approved plans	\$50 + \$5 per sheet	Encroachment Agreement	\$50
Pump Station Review - CDs	\$500	Encroachment Agreement (work started/completed)	\$75
Pump Station Review - Re-Review	\$250	Water Extension Permit Forms	\$100 each
Special Study (Flood, Traffic Calming, etc.)	\$250	Sewer Extension Permit Forms (ETZ, FTSE, etc.)	\$100 each
Floodplain MGMT Document Review (LOMR, CLOMR, etc.)	\$100 per form	Wastewater Allocation Requests	\$50

INSPECTION FEES

Public Streets Construction (curb & gutter)	\$1.50 per linear foot	Public Greenways & Sidewalks	\$0.50 per linear foot
Public Streets Construction (roadside swales)	\$2.00 per linear foot	Driveways	\$50 per driveway
Public Streets Acceptance (punch list + follow up)	\$0.25 per linear foot	Fire Lanes	\$100 + \$0.25 per linear foot
Public Streets Acceptance (punch list re-inspection)	\$100 per street	Sanitary Sewer Taps (not performed by Town)	\$50 per tap
Water System Extensions	\$0.75 per linear foot	Water Taps (not performed by Town)	\$50 per tap
Sanitary Sewer System Extensions	\$0.75 per linear foot	Fee-in-lieu (Infrastructure, etc.)	125% of Engineer's Estimate
Public Storm Drainage (outside right-of-way)	\$0.50 er linear foot		

POLICE DEPARTMENT

Accident Report	\$2
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FIRE DEPARTMENT

Fire Inspection Fees		Miscellaneous	
Up to 3,000 sq. ft.	\$40	Hydrant Flow Test	\$50
3,001 - 5,000 sq. ft.	\$75	Special Standby Operations	
5,001 - 10,000 sq. ft.	\$125	Engine	\$100 / hour (one hour minimum)
10,001 - 25,000 sq. ft.	\$375	Personnel	\$22.50 / hour (one hour minimum)
25,001 - 50,000 sq. ft.	\$500	Hazmat Emergency Response Charges	
50,001 - 100,000 sq. ft.	\$625	Engine, Tanker or Ladder Truck	\$250 / hour
100,001 - 500,000 sq. ft.	\$750	Support Vehicles	\$50 / hour
Re-Inspection Fees		All Responding Personnel	1.5 x hourly rate of pay
First Re-Inspection	\$45	Materials Used	Replacement cost + 10%
Second Reinspection	\$45 + \$20	Materials Damager	Replacement cost + 10%
Third Reinspection	\$45 + \$20 + \$20	First False Alarm in Month	
Fourth Reinspection, etc.	\$45 + \$20 + \$20 + \$20	Subsequent False Alarms in Month	
			\$100 each

RECREATION DEPARTMENT

ATHLETICS

	Resident Fee (50% Discount)	Non-Resident Fee
Youth Sports (Officiated - O, and Unofficiated - U)		
Winter Basketball (O)	\$40	\$80
Spring Baseball (O)	\$40	\$80
Spring Softball (O)	\$40	\$80
Fall Volleyball (O)	\$40	\$80
Fall Softball (O)	\$40	\$80
Spring T-Ball (U)	\$30	\$60
Fall Soccer (U)	\$30	\$60
Adult Sports		
Softball	\$12.50	\$25
Soccer	\$12.50	\$25
Basketball	\$12.50	\$25
Volleyball	\$12.50	\$25
Flag Football	\$12.50	\$25

PROGRAMS

Classes	Resident Fee	Non-Resident Fee
Class fees vary according to the type of class, cost of the facility, instructor and number of participants.	Base	Base + \$15

SUMMER PLAYGROUND CAMP

Registration Fee	Resident Fee (50% Discount)	Non-Resident Fee
\$25 / attendee	\$60	\$120

FACILITY RENTALS

	Resident Fee (50% Discount)	Non-Resident Fee
Community Center Gym		
Full Court	\$50 / hour	\$100 / hour
Half Court	\$40 / hour	\$80 / hour
Scoreboard	\$10 / hour	\$20 / hour
Ballfields		
Community Park Field #1	\$20 / hour	\$40 / hour
Community Park Field #2	\$20 / hour	\$40 / hour
Community Park Field #3	\$20 / hour	\$40 / hour
Legend Park	\$20 / hour	\$40 / hour
Municipal Park	\$20 / hour	\$40 / hour
East Clayton Community Park Baseball Field	\$25 / hour	\$50 / hour
East Clayton Community Park Soccer Field	\$35 / hour (2 hour minimum)	\$70 / hour (2 hour minimum)
East Clayton Community Park Multipurpose - Full Field	\$25 / hour	\$50 / hour
East Clayton Community Park Multipurpose - Half Field	No longer offered	No longer offered
Field Rental Add Ons		
Lights (Community, Municipal and Legend)	\$7.50 / hour	\$15 / hour
Lights (East Clayton Soccer & Baseball)	\$10 / hour	\$20 / hour
Baseball / Softball Field Prep (All Fields)	\$15 / application	\$30 / application
East Clayton Soccer Field Paint	Included	Included

Tournament Field Rentals and Add Ons	Resident Fee	Non-Resident Fee
Community Park - Full Day	\$250 / field / day	\$250 / field / day
Community Park - Half Day	\$125 / field / day	\$125 / field / day
East Clayton - Baseball	\$350 / day	\$350 / day
Additional Field Prep	\$30 / field	\$30 / field
Scoreboard	\$25 / field / day	\$25 / field / day
Drying Agents	\$10 / bag	\$10 / bag
Admission Fee to Town	\$50 / day	\$50 / day
Concessions	Only CPRD Allowed	Only CPRD Allowed
Other Vendors (Non-Food)	\$50 / vendor / weekend	\$50 / vendor / weekend
Picnic Shelters	Resident Fee (50% Discount)	Non-Resident Fee
All Star Park		
Up to 2 hours	\$15	\$30
Up to 4 hours	\$25	\$50
More than 4 hours	\$62.50	\$125
Community Park & East Clayton Community Park		
Up to 2 hours	\$20	\$40
Up to 4 hours	\$30	\$60
More than 4 hours	\$75	\$150
Community Center Memberships	Resident Fee	Non-Resident Fee
Annual Memberships		
Individual	\$0	\$125
Middle School Student	\$0	\$75
High School Student	\$0	\$75
Family with Dependents	\$0	\$200
Family with No Dependents	\$0	\$200
Senior Individual	\$0	\$75
Monthly Memberships (Non-Resident Only)		
Individual	N/A	\$20
Middle School Student	N/A	\$10
High School Student	N/A	\$10
Family with Dependents	N/A	\$30
Family with No Dependents	N/A	\$30
Senior Individual	N/A	\$10
Daily Memberships (Non-Resident Only)		
Individual	N/A	\$5
Lost Cards	\$5	\$5

HOCUTT ELLINGTON MEMORIAL LIBRARY

Library Cards	Resident Fee	Non-Resident Fee
Individual - Annual	\$0	\$25
Individual - Semi-Annual	\$0	\$15
Individual - Quarterly	\$0	\$10
Family - Annual	\$0	\$50
Education Employee (All Johnston County - with ID)	\$0	\$0
Internet Usage		
With Valid Library Card	\$0	\$0
Without Valid Library Card	\$0	\$5 per hour
Library Fees		
Copy Machine or Computer Printouts	\$0.20 per copy	\$0.20 per copy
Lost Book	Replacement Cost	Replacement Cost
Overdue Fines	\$0.25 per day	\$0.25 per day
Library Card Replacement (Unexpired)	\$5	\$5

SPECIAL EVENTS

Special Event Fees	Resident Fee	Non-Resident Fee
Application Review	\$100	\$200
Sanitation Deposit	\$250	\$250
Town Square/Horne Square Rental	\$25 / day	\$50 / day
Street Closure	\$50 / day	\$100 / day
Type III Barricade Rental	\$5 / barricade / day	\$25 + \$5 / barricade / day
Police Detail Fee (3 hour minimum)	\$35 / officer / hour	\$35 / officer / hour + \$100 Admin Fee
Garbage/Recycling Container Rental (minimum of 4)	\$13 / container / day	\$13 / container / day + \$50 Admin Fee
Generating Notice Addresses (one hour minimum)	\$25 / hour	\$50 / hour
Emergency Notification Call / Mass Phone	\$50	\$100
Utility Fees (Water and Electricity)		
Events longer than one day	\$10 / utility	\$20 / utility

NON-DEPARTMENTAL EQUIPMENT USAGE RATES

Sewer Jetter	\$65 / hour	Dump Truck	\$40 / hour
Leaf Machine	\$65 / hour	Ditch Witch Trencher	\$40 / hour
Backhoe	\$55 / hour	Asphalt Roller	\$40 / hour
Line Truck	\$50 / hour	Riding Mower	\$35 / hour
Bucket Truck	\$50 / hour	1/2 Ton Pickup Truck	\$25 / hour
Sewer Rodding Machine	\$40 / hour	Air Hammer	\$25 / hour
Tractor & Bush Hog	\$40 / hour	Soil Tamp	\$25 / hour
Mowing Machine	\$40 / hour	Push Mower	\$20 / hour

* Rates for usage of equipment not listed above shall be based on the rates published by FEMA plus 15% for billing, management, and overhead.

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Comprehensive List of Fees and Charges - FY 2020-2021 - PROPOSED RATES

TAXES & FEES

Town of Clayton Tax Rate	\$0.58 / \$100 valuation of property	Vehicle Fee (pursuant to NCGS 20-97 (b1))	\$30 / vehicle
Claytex Fire District Tax Rate	\$0.1175 / \$100 valuation of property		

DOCUMENT / COPY / ADMINISTRATIVE FEES

Copying up to 11'x17' (black & white)	\$0.10 / sheet	Paper Copy of Agenda	\$10 (annually) Email free.
Town meeting(s) audio or documents	\$1.50 / storage device provided	Filing Fee for Office of Council Member	\$5
Certified copy of Town records	In accordance with NCGS 161-10(9)	Filing Fee for Office of Mayor	\$10

CEMETERY FEES

Lot Purchase - including footstone	\$1,000	Cremains Interment - Monday through Saturday	\$450
Interment - Monday through Saturday	\$900	Cremains Interment - Sundays and Holidays*	\$900
Interment - Sundays and Holidays*	\$1,200	* Excludes Christmas Day, Thanksgiving Day, New Year's Day and Good Friday	
Footstone Marker and Installation	\$100		

CUSTOMER DEPOSITS

Residential Electric	\$250 / \$800 (high risk)	Non-residential Electric	2.5 times average bill for location or comparable use.
Residential Water	\$50 / \$120 (high risk)	Non-residential Water	2.5 times average bill for location or comparable use.
Residential Sewer	\$50 / \$120 (high risk)	Non-residential Sewer	2.5 times average bill for location or comparable use.
Residential Irrigation	\$50 / \$120 (high risk)	Non-residential Irrigation	2.5 times average bill for location or comparable use.

CUSTOMER FEES

Connection Fee	\$25	Late fee for charges unpaid by due date	5%
Returned Check/Draft Fee	\$25	Meter Tampering Fee	\$300
Non-Payment Penalty	\$50	Bucket Truck Mobilization Fee	\$500

SOLID WASTE FEES

Solid Waste Collection	\$20.50 per month	Extra Garbage Cart	\$4.18 / month	Extra Recycling Cart	\$3.17 / month
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WATER & SEWER UTILITY RATES

WATER (NON-IRRIGATION)

BASE RATES

COMMODITY RATES

Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town	
5/8" Meter	\$16.37	\$20.46	Block 1	0 - 2,000 Gallons	\$4.27	\$5.34
3/4" Meter	\$24.56	\$30.69	Block 2	2,001 - 4,000 Gallons	\$4.49	\$5.61
1" Meter	\$40.93	\$51.16	Block 3	4,001 - 6,000 Gallons	\$4.70	\$5.88
1.5" Meter	\$81.86	\$102.32	Block 4	All Gallons > 6,000	\$5.13	\$6.41
2" Meter	\$130.97	\$163.71	Commercial:			
3" Meter	\$245.57	\$306.96	Block 1	0 - 100,000 Gallons	\$4.77	\$5.97
4" Meter	\$409.28	\$511.59	Block 2	All Gallons > 100,000	\$5.49	\$6.86
6" Meter	\$818.55	\$1,023.19	Industrial:			
8" Meter	\$1,309.68	\$1,637.10	Block 1	0 - 100,000 Gallons	\$4.85	\$6.05
10" Meter	\$1,882.67	\$2,353.33	Block 2	All Gallons > 100,000	\$5.57	\$6.96
Monthly AMI Charge (per water meter):	\$2.00	\$2.00				

IRRIGATION

BASE RATES

COMMODITY RATES

Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town	
5/8" Meter	\$16.37	\$20.46	Block 1	0 - 8,000 Gallons	\$6.63	\$6.63
3/4" Meter	\$24.56	\$30.69	Block 2	8,001 - 16,000 Gallons	\$8.27	\$8.27
1" Meter	\$40.93	\$51.16	Block 3	All Gallons > 16,000	\$10.17	\$10.17
1.5" Meter	\$81.86	\$102.32	Non-Residential			
2" Meter	\$130.97	\$163.71	Block 1	0 - 50,000 Gallons	\$5.38	\$5.38
3" Meter	\$245.57	\$306.96	Block 2	50,001 to 100,000 Gallons	\$7.42	\$7.42
4" Meter	\$409.28	\$511.59	Block 3	All Gallons > 100,000	\$8.73	\$8.73
6" Meter	\$818.55	\$1,023.19				
8" Meter	\$1,309.68	\$1,637.10				
10" Meter	\$1,882.67	\$2,353.33				
Monthly AMI Charge (per water meter):	\$2.00	\$2.00				

SEWER

WATER & SEWER - Bulk

Base Rates:	In Town	Out of Town	Monthly Commodity Rates (Water):	
Meter Size:			\$5.00 / 1,000 gallons	
5/8" Meter	\$20.33	\$25.42	High Strength Surcharge (Sewer):	
3/4" Meter	\$30.50	\$38.13		
1" Meter	\$50.83	\$63.54		
1.5" Meter	\$101.67	\$127.09	Biochemical Oxygen Demand (BOD)	\$0.305 / pound for concentration in excess of 250 mg/liter
2" Meter	\$162.68	\$203.35	Total Suspended Solids (TSS)	\$0.125 / pound for concentration in excess of 250 mg/liter
3" Meter	\$305.02	\$381.27	Ammonia Nitrogen (NH3-N)	\$1.562 / pound for concentration in excess of 250 mg/liter
4" Meter	\$508.36	\$635.45		
6" Meter	\$1,016.73	\$1,270.91		
8" Meter	\$1,626.76	\$2,033.45		
10" Meter	\$2,338.47	\$2,923.08		
Commodity Rates:			Industrial High Strength Surcharge	\$2.50 / 1,000 gallons
All usage (per 1,000 gallons)	\$6.54	\$8.18		
Flat Rate Sewer (No Meter):	\$40.02	\$50.03		

ELECTRIC UTILITY RATES

RESIDENTIAL		INSTITUTIONAL	
Monthly Base Charges:		Monthly Base Charge:	\$30.00
Single Phase Service	\$12.75	Monthly Energy Charge:	\$0.13613 / kWh for first 600 kWh
Three Phase Service	\$16.00		\$0.11411 / kWh for next 1,900 kWh
Monthly Energy Charge:	\$0.11967 / kWh		\$0.10394 / kWh for all additional kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
SMALL GENERAL SERVICE		MEDIUM GENERAL SERVICE	
Monthly Base Charges:	\$17.50	Monthly Base Charges:	\$30.00
Monthly Energy Charges:	\$0.13818 per kWh for the first 750 kWh*	Monthly Demand Charges:	\$8.41 / kW
	\$0.09248 per kWh for the next 2,000 kWh		
	\$0.08100 per kWh for the additional kWh	Monthly Energy Charge:	\$0.07827 / kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
<i>*When the kW of billing demand exceeds 5kW, add into the first block 150 kWh for each additional kW of excess.</i>			
LARGE GENERAL SERVICE		COINCIDENT PEAK (CP)	
Monthly Base Charge:	\$100.00	Monthly Base Charge:	\$175.00
Monthly Demand Charge:		Monthly Demand Charge:	
CP Demand	\$17.50 / CP kW	CP Demand	\$18.00 / CP kW
Excess Demand	\$1.50 / kW	Excess Demand	\$3.50 / kW
Monthly Energy Charge:	\$0.04813 / kWh	Monthly Energy Charge:	\$0.05472 / kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
TOWN FACILITIES		TIME OF USE	
Monthly Base Charge:	\$10.25	Monthly Base Charge:	\$175.00
Monthly Energy Charge:	\$0.08362 / kWh	Monthly Demand Charge:	\$17.27 / kW
Monthly AMI Charge (per electric meter):	\$2.00	Monthly Energy Charge:	\$0.05778 / kWh
		Monthly AMI Charge (per electric meter):	\$2.00
AREA LIGHTING			
Monthly Rate Per Lighting Unit:		Monthly Rate Per Pole Type:	
Residential Unit	\$11.94	Wooden	\$3.00
Small Commercial Unit	\$15.85	Decorative	\$6.60
Large Commercial Unit	\$36.17	Monthly Energy Charge:	\$0.08362 / kWh
Underground Charge	\$4.80	Monthly AMI Charge (per electric meter):	\$2.00

ELECTRIC DEPARTMENT

Residential Electric Meter	Cost of Meter + 10%	Area Light Replacement Fee (per light)	\$25
Small Commercial Meter	Cost of Meter + 10%	Bulb M-409U	\$17
Large Commercial Meter	Cost of Meter + 10%	Bulb M-1000/UBT37	\$43
Underground Electric Fee	\$425 + \$3/foot > 120 feet	Bulb LU400	\$20

PUBLIC WORKS

WATER AND SEWER TAPS AND WATER AND SEWER / ELECTRIC METER FEES

Meter Size	Base Cost	Street Cut	Concrete Cut	Meter Only	Permit Fee
5/8 Inch Water	\$1,500	\$500	\$500	Cost of Meter + End Point + 10%	N/A
1 Inch Water	\$1,750	\$500	\$500	Cost of Meter + End Point + 10%	N/A
2 Inch Water	\$2,250	\$500	\$500	Cost of Meter + End Point + 10%	N/A
4 Inch Sewer	\$3,000	\$500	\$500	N/A	N/A
Irrigation	\$300	\$500	\$500	Cost of Meter + End Point + 10%	\$50
Irrigation Split	\$500	N/A	N/A	N/A	N/A
Relocate Service Line	\$500	N/A	N/A	N/A	N/A
Residential Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Small Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Large Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A

SYSTEM DEVELOPMENT FEES

Meter Size	Water	Sewer	Total	
5/8 Inch	\$1,793	\$3,260	\$5,053	Meters greater than 2 Inch require a negotiated Developer's Agreement.
3/4 Inch	\$2,690	\$4,890	\$7,580	
1 Inch	\$4,483	\$8,150	\$12,633	
1.5 Inch	\$8,965	\$16,300	\$25,265	
2 Inch	\$14,344	\$26,080	\$40,424	

NUTRIENT OFFSET FEES

Residential Tap	\$450/ Tap	Non Residential Tap	\$0.005 / gallon of annual wastewater capacity
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PLANNING DEPARTMENT			
DEVELOPMENT SUBMITTAL FEES			
Advertising - Newspaper	\$200	Plat, Exempt	\$100
Appeal / Interpretation	\$250	Plat, Final	\$250 + \$5 / lot
Annexation (See Town Clerk)	\$0	Plat, Recombination	\$100
Urban Archery Hunting Permit	\$10	Re-Inspection	\$100
Major Subdivision	\$400 + \$5 / lot	Rezoning	\$500
Minor Subdivision (<5 lots)	\$200 + \$5 / lot	Sign, Master Plan	\$100
Master (Open Space) Subdivision Plan	\$700 + \$5 / acre	Sign, Permanent	\$50 + \$5 / additional sign
Planned Development	\$1,000 + \$5 / acre	Sign, Temporary	\$30
Small Cell Wireless	\$100 ea for first 5 facilities, \$50 ea additional	Site Plan, Administrative Amendment	\$100
Zoning Site Inspection	\$50 first acre, \$20 ea additional	Site Plan, Major	\$500 + \$5 / acre
Zoning Landscape Inspection	\$50 first acre, \$20 ea additional	Site Plan, Minor	\$250 + \$5 / acre
Resubmittal Fee	3rd Submittal 1/2 of Original	Special Use Permit	\$400
Landscape/site plan violation/enforcement	Same as initial inspection	Temporary Use / Special Event	\$100
		Tree Removal / Clearing Permit	\$50
Partial release landscape/site improvement bond	Same as initial inspection	Variance Application	\$250 (\$500 after the fact)
		Zoning Compliance Permit	\$50
Conditional Use	type \$400	Zoning Verification Letter	\$50
CODE ENFORCEMENT			
Tall Grass and Overgrowth	0 to .25 acres \$150 + \$100 Admin Fee	Private Property Clean Up	Amount Billed by Contractor + \$100 Admin Fee
	.26 to .50 acres \$200 + \$100 Admin Fee		
	> 1.00 acres \$250 + \$100 Admin Fee		
COPIES AND MAPS			
Copy < 11" x 17" (Black & White)	\$0.10	Map 24" x 36"	\$20
Copy > 11" x 17" (Black & White)	\$1	Map 36" x 48"	\$30
Copy < 11" x 17" (Color)	\$0.40	General Design Guidelines	\$10
Copy > 11" x 17" (Color)	\$5	Strategic Growth Plan	\$20
Map 18" x 24"	\$10	Unified Development Plan	\$40
CONSULTANT REVIEW FEES			
Tower Review, New Structure, One Related Meeting	\$5,000	Tower Review, Co-Location/Mod/Upgrade	\$1,000
Tower Review, New Structure, Two Related Meetings	\$6,500	Traffic Review	Negotiated
RECREATION AND OPEN SPACE FEES			
Residential Fee	\$1,500 / lot (July 1, 2020) \$2,000 / lot (January 1, 2021)	Multi-Family Fee	\$1,500 / unit (July 1, 2020), \$2,000 / unit (January 1, 2021)
INSPECTIONS DEPARTMENT			
Plan Review Fee - Initial Review	No Charge	Re-Inspection Fees	
Plan Review Fee - Permit Cancelled or Not Picked up/Issued	\$100	First Re-Inspection	\$50
Plan Review Fee - Subsequent Reviews (ea)	\$150	Additional Re-Inspection of Same Item	\$100
New Dwelling (Single):		After Hours (Requires Special Approval)	\$200/hour (3 hour minimum)
Up to 1,200 sq. ft.	\$600 / dwelling	Day Care Re-Certification	\$100
> 1,200 sq. ft.	\$600 + \$0.30 / sq. ft.	ABC Permit Form	\$150
Residential - Additions/Remodel:		Expired Permit Reissue	
0 - 400 sq. ft.	\$300	Work Started / Code Changes	Original fee x 50%
> 400 sq. ft.	\$300 + \$0.30/sq. ft.	No Work Started / No Code Changes	\$150
Additional per trade	\$75	Re-Review, Lost Plans / Update	\$150
Multi-Family Dwelling Duplex/Triplex		Service Pole Inspections	
Up to 3 units	\$600 + \$0.30/sq ft > 1,200 sq ft	Electrical (\$1 Building if no permit exists)	\$75
Each additional unit	\$200	Update for Permits - Contractor Change (Ord. 2017-09-01)	\$50
Mobile Homes		Service Change Inspections	
Single-Wide (Building Only)	\$250	Conditional Service (Ord. 2017-09-01)	\$75
Double - Wide (Building Only)	\$275	Building	\$1
Triple - Wide (Building Only)	\$300	Electrical	\$75
Quad - Wide (Building Only)	\$325	Sign	
Travel Trailers / Campers	\$75	Building	\$75
Poured Footing Inspection	\$50	Electrical	\$75
Mechanical Permit Fee	\$50	Swimming Pools	
Electrical Permit Fee	\$50	Building	\$75
Plumbing Permit Fee	\$50	Electrical	\$75
Dwelling Moved On		Pedestals	
Fee	\$250	Building	\$1
Trade Fee	\$75	Electrical	\$75
Residential Accessory Building (12'x12' and over)		LP Gas Tanks	
Storage Building	\$75	Building	\$40
Garage / Carport	\$100	Electrical	\$75
Deck / Porch/ Gazebo	\$75 + \$0.30/sf for > 144 sf	Replace Roof of Existing House or Mobile Home	
Additional trade	\$75	Per Building	\$75
Trade Inspections		Tents (Per Building over 240 sq. ft.)	\$75
Building, Electrical, Plumbing and Mechanical	\$50	ATM	Commercial Rate
Farm Storage Buildings		Conditional Power/Gas - Single Family	\$75 each
Livestock Production Buildings	\$40	90 Day Temp Power - New Construction Residential	\$75 each
Bulk Tobacco Barns		Conditional Power/Gas - Multi Family	\$75 first meter, \$50 each additional
Building, Electrical, Plumbing and Mechanical	\$75	90 Day Temp Power - Commercial	\$150 each
Electrical Permit Fee	\$75	Reconnect Power - Building	\$1
Permit Fee for Commercial Buildings (Based on cost per trade)		Reconnect Power - Electrical	\$75
\$0 - \$2,500	Trade fee (Minimum \$75)	Connect County Water / Sewer - Building	\$1
\$2,501 - \$25,000	\$225	Connect County Water / Sewer - Electrical	\$75
\$25,001 - \$50,000	\$550	Demolition - Residential	\$50 + asbestos report
\$50,001 - \$100,000	\$1,000	Demolition - Commercial	\$150
\$100,001 - \$200,000	\$1,650	Sprinkler System	Commercial Rate
\$200,001 - \$350,000	\$2,850	Penalty	
\$350,001 - \$500,000	\$3,900	For work started before proper permitting is obtained, a penalty of one-half the cost of the permit(s) that should have been obtained shall apply. GS 160A-414.	
\$500,001 - \$750,000	\$5,250	Irrigation of New Landscape	\$75
\$750,001 - \$1,000,000		One Time Extension - Irrigation New Landscape	\$50
>\$1,000,000	\$6,500 + 0.2% for every dollar over \$1,000,000		

ENGINEERING DEPARTMENT

REVIEW FEES

Residential Subdivision (Initial & 2nd submittal)	\$250 + \$10 per lot	Record Drawing / As-Built Review	\$200
Residential Re-Review (Per review)	\$100	Record Drawing / As-Built Review Re-Review	\$50
Non-Residential (Initial & 2nd submittal)	\$250 + \$25 per acre	Infrastructure Performance Guarantee (non-cash)	\$100
Non-Residential Re-Review (Per review)	\$100	Infrastructure Performance Guarantee (cash)	No charge
Infrastructure Only (Road/Sewer/Water extension)	\$250 + \$0.25 per linear foot	Infrastructure Performance Guarantee Renew/Change	\$50
Alternative Standard Request	\$500 per standard	Landscaping Performance Guarantee	\$100
Construction Plan Amendment/revision to approved plans	\$50 + \$5 per sheet	Encroachment Agreement	\$50
Pump Station Review - CDs	\$500	Encroachment Agreement (work started/completed)	\$75
Pump Station Review - Re-Review	\$250	Water Extension Permit Forms	\$100 each
Special Study (Flood, Traffic Calming, etc.)	\$250	Sewer Extension Permit Forms (ETZ, FTSE, etc.)	\$100 each
3rd Party Consultant Review of Studies	Cost of Consultant	Wastewater Allocation Requests	\$50
Floodplain MGMT Document Review (LOMR, CLOMR, etc.)	\$100 per form		

INSPECTION FEES

Public Streets Construction (curb & gutter)	\$1.50 per linear foot	Public Storm Drainage (outside right-of-way)	\$0.50 per linear foot
Public Streets Construction (roadside swales)	\$2.00 per linear foot	Public Greenways & Sidewalks	\$0.50 per linear foot
Application for Acceptance of Public Infrastructure - Utilities and Street (Walk-through and follow-up inspection)	\$50 + \$.25 per linear foot	Driveways	\$50 per driveway
Acceptance of Public Infrastructure - (3rd and 4th Reinspection)	\$100 + \$.25 per linear foot	Fire Lanes	\$100 + \$0.25 per linear foot
Water System Extensions	\$0.75 per linear foot	Sanitary Sewer Taps (not performed by Town)	\$50 per tap
Sanitary Sewer System Extensions	\$0.75 per linear foot	Water Taps (not performed by Town)	\$50 per tap
		Fee-in-lieu (Infrastructure, etc.)	125% of Engineer's Estimate

POLICE DEPARTMENT

Accident Report	\$2
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FIRE DEPARTMENT

Fire Inspection Fees		Miscellaneous	
Up to 3,000 sq. ft.	\$40	Hydrant Flow Test	\$50
3,001 - 5,000 sq. ft.	\$75	Special Standby Operations	
5,001 - 10,000 sq. ft.	\$125	Engine	\$100 / hour (one hour minimum)
10,001 - 25,000 sq. ft.	\$375	Personnel	\$22.50 / hour (one hour minimum)
25,001 - 50,000 sq. ft.	\$500	Hazmat Emergency Response Charges	
50,001 - 100,000 sq. ft.	\$625	Engine, Tanker or Ladder Truck	\$250 / hour
100,001 - 500,000 sq. ft.	\$750	Support Vehicles	\$50 / hour
Re-Inspection Fees		All Responding Personnel	1.5 x hourly rate of pay
First Re-Inspection	\$45	Materials Used	Replacement cost + 10%
Second Reinspection	\$45 + \$20	Materials Damager	Replacement cost + 10%
Third Reinspection	\$45 + \$20 + \$20	First False Alarm in Month	\$0
Fourth Reinspection, etc.	\$45 + \$20 + \$20 + \$20	Subsequent False Alarms in Month	\$100 each

RECREATION DEPARTMENT

ATHLETICS

Youth Sports (Officiated - O, and Unofficiated - U)	Resident Fee (50% Discount)	Non-Resident Fee
Winter Basketball (O)	\$40	\$80
Spring Baseball (O)	\$40	\$80
Spring Softball (O)	\$40	\$80
Fall Volleyball (O)	\$40	\$80
Fall Softball (O)	\$40	\$80
Spring T-Ball (U)	\$30	\$60
Fall Soccer (U)	\$30	\$60
Adult Sports	Resident Fee (50% Discount)	Non-Resident Fee
Softball	\$12.50	\$25
Soccer	\$12.50	\$25
Basketball	\$12.50	\$25
Volleyball	\$12.50	\$25
Flag Football	\$12.50	\$25

PROGRAMS

Classes	Resident Fee	Non-Resident Fee
Class fees vary according to the type of class, cost of the facility, instructor and number of participants.	Base	Base + \$15

SUMMER PLAYGROUND CAMP

Registration Fee	Resident Fee (50% Discount)	Non-Resident Fee
\$25 / attendee	\$100	\$200

FACILITY RENTALS

Community Center Gym	Resident Fee (50% Discount)	Non-Resident Fee
Full Court	\$50 / hour	\$100 / hour
Half Court	\$40 / hour	\$80 / hour
Scoreboard	\$10 / hour	\$20 / hour
Ballfields	Resident Fee (50% Discount)	Non-Resident Fee
Community Park Field #1	\$20 / hour	\$40 / hour
Community Park Field #2	\$20 / hour	\$40 / hour
Community Park Field #3	\$20 / hour	\$40 / hour
Legend Park	\$20 / hour	\$40 / hour
Municipal Park	\$20 / hour	\$40 / hour
East Clayton Community Park Baseball Field	\$25 / hour	\$50 / hour
East Clayton Community Park Soccer Field	\$35 / hour (2 hour minimum)	\$70 / hour (2 hour minimum)
East Clayton Community Park Multipurpose - Full Field	\$25 / hour	\$50 / hour
East Clayton Community Park Multipurpose - Half Field	No longer offered	No longer offered
Field Rental Add Ons	Resident Fee (50% Discount)	Non-Resident Fee
Lights (Community, Municipal and Legend)	\$7.50 / hour	\$15 / hour
Lights (East Clayton Soccer & Baseball)	\$10 / hour	\$20 / hour
Baseball / Softball Field Prep (All Fields)	\$15 / application	\$30 / application
East Clayton Soccer Field Paint	Included	Included

Tournament Field Rentals and Add Ons	Resident Fee	Non-Resident Fee
Community Park - Full Day	\$250 / field / day	\$250 / field / day
Community Park - Half Day	\$125 / field / day	\$125 / field / day
East Clayton - Baseball	\$350 / day	\$350 / day
Additional Field Prep	\$30 / field	\$30 / field
Scoreboard	\$25 / field / day	\$25 / field / day
Drying Agents	\$10 / bag	\$10 / bag
Admission Fee to Town	\$50 / day	\$50 / day
Concessions	Only CPRD Allowed	Only CPRD Allowed
Other Vendors (Non-Food)	\$50 / vendor / weekend	\$50 / vendor / weekend

Picnic Shelters	Resident Fee (50% Discount)	Non-Resident Fee
All Star Park		
Up to 2 hours	\$15	\$30
Up to 4 hours	\$25	\$50
More than 4 hours	\$62.50	\$125
Community Park & East Clayton Community Park		
Up to 2 hours	\$20	\$40
Up to 4 hours	\$30	\$60
More than 4 hours	\$75	\$150

Community Center Memberships	Resident Fee	Non-Resident Fee
Annual Memberships		
Individual	\$0	\$125
Middle School Student	\$0	\$75
High School Student	\$0	\$75
Family with Dependents	\$0	\$200
Family with No Dependents	\$0	\$200
Senior Individual	\$0	\$75

Monthly Memberships (Non-Resident Only)		
Individual	N/A	\$20
Middle School Student	N/A	\$10
High School Student	N/A	\$10
Family with Dependents	N/A	\$30
Family with No Dependents	N/A	\$30
Senior Individual	N/A	\$10

Daily Memberships (Non-Resident Only)		
Individual	N/A	\$5
Lost Cards	\$5	\$5

HOCUTT ELLINGTON MEMORIAL LIBRARY

Library Cards	Resident Fee	Non-Resident Fee
Individual - Annual	\$0	\$25
Individual - Semi-Annual	\$0	\$15
Individual - Quarterly	\$0	\$10
Family - Annual	\$0	\$50
Education Employee (All Johnston County - with ID)	\$0	\$0

Internet Usage		
With Valid Library Card	\$0	\$0
Without Valid Library Card	\$0	\$5 per hour

Library Fees		
Copy Machine or Computer Printouts	\$0.20 per copy	\$0.20 per copy
Lost Book	Replacement Cost	Replacement Cost
Overdue Fines	\$0.25 per day	\$0.25 per day
Library Card Replacement (Unexpired)	\$5	\$5

SPECIAL EVENTS

Special Event Fees	Resident Fee	Non-Resident Fee
Application Review	\$100	\$200
Sanitation Deposit	\$250	\$250
Town Square/Horne Square Rental	\$25 / day	\$50 / day
Street Closure	\$50 / day	\$100 / day
Type III Barricade Rental	\$5 / barricade / day	\$25 + \$5 / barricade / day
Police Detail Fee (3 hour minimum)	\$35 / officer / hour	\$35 / officer / hour + \$100 Admin Fee
Garbage/Recycling Container Rental (minimum of 4)	\$13 / container / day	\$13 / container / day + \$50 Admin Fee
Generating Notice Addresses (one hour minimum)	\$25 / hour	\$50 / hour
Emergency Notification Call / Mass Phone	\$50	\$100

Utility Fees (Water and Electricity)		
Events longer than one day	\$10 / utility	\$20 / utility

NON-DEPARTMENTAL EQUIPMENT USAGE RATES

Sewer Jetter	\$65 / hour	Dump Truck	\$40 / hour
Leaf Machine	\$65 / hour	Ditch Witch Trencher	\$40 / hour
Backhoe	\$55 / hour	Asphalt Roller	\$40 / hour
Line Truck	\$50 / hour	Riding Mower	\$35 / hour
Bucket Truck	\$50 / hour	1/2 Ton Pickup Truck	\$25 / hour
Sewer Rodding Machine	\$40 / hour	Air Hammer	\$25 / hour
Tractor & Bush Hog	\$40 / hour	Soil Tamp	\$25 / hour
Mowing Machine	\$40 / hour	Push Mower	\$20 / hour

* Rates for usage of equipment not listed above shall be based on the rates published by FEMA plus 15% for billing, management, and overhead.

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Budget Summary - All Funds

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Revenue								
Ad Val - Ad Val	\$9,721,213.77	\$10,173,781.80	\$10,728,360.77	\$12,349,619.66	\$15,583,675.00	\$15,386,978.00	\$16,610,833.00	\$16,477,186.00
St Shrd - St Shrd Rev	\$4,857,842.93	\$5,516,460.90	\$5,833,203.06	\$6,359,504.32	\$6,652,884.00	\$6,291,794.00	\$6,545,263.00	\$6,188,551.00
Intgvtl - Intergovernmental	\$1,754,100.17	\$1,803,793.64	\$1,398,439.80	\$2,356,922.58	\$1,945,624.00	\$2,178,198.00	\$167,987.00	\$2,620,168.00
Permits - Permits and Fees	\$1,090,575.51	\$1,474,291.97	\$1,454,896.24	\$1,833,891.89	\$1,485,271.00	\$1,560,743.00	\$1,400,708.00	\$1,394,218.00
Sales - Sales and Services	\$1,985,583.84	\$2,089,539.42	\$2,191,569.11	\$2,412,169.82	\$2,363,762.00	\$2,607,326.00	\$2,984,156.00	\$2,823,644.00
Grants - Grants and Donations	\$51,947.44	\$5,476.00	\$53,211.48	\$194,925.91	\$106,611.00	\$301,042.00	\$2,327,489.00	\$1,703,506.00
OFS - Other Financing Sources	\$217,213.94	\$0.00	\$22,167.06	\$0.00	\$700,000.00	\$700,000.00	\$0.00	\$0.00
Misc - Miscellaneous	\$584,129.64	\$420,936.63	\$658,179.69	\$845,655.27	\$764,440.00	\$668,884.00	\$617,219.00	\$494,298.00
FB/CR - Fund Balance and Capital Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$1,774,951.00	\$1,579,951.00	\$52,650.00	\$52,650.00
Revenue Totals	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditures								
Salaries - Personnel - Salaries	\$8,532,967.23	\$9,161,638.62	\$9,928,188.58	\$10,880,032.05	\$11,409,631.00	\$12,501,498.00	\$11,777,933.00	\$12,459,504.00
Benefits - Personnel - Benefits	\$2,683,304.17	\$2,861,644.88	\$2,852,739.39	\$3,378,018.89	\$3,738,175.00	\$4,092,002.00	\$4,070,223.00	\$4,344,383.00
Contract Serv - Contractual Services	\$2,302,260.29	\$2,255,202.62	\$2,462,631.46	\$2,415,410.88	\$3,732,810.00	\$3,695,417.00	\$3,385,497.00	\$3,487,073.00
Op Exp - Operating Expenses	\$4,092,808.55	\$4,170,796.74	\$4,211,134.86	\$4,919,621.38	\$5,717,429.00	\$5,621,495.00	\$7,542,248.00	\$6,898,352.00
Prgms - Programs	\$247,796.34	\$243,865.85	\$258,743.25	\$233,101.22	\$254,223.00	\$286,166.00	\$275,859.00	\$221,510.00
Sp App - Special Appropriations	\$23,584.80	\$47,561.67	\$23,729.26	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$330,115.00
Debt Service - Debt Service	\$2,234,334.69	\$1,936,624.60	\$1,939,188.28	\$1,705,613.25	\$1,986,192.00	\$1,986,193.00	\$1,986,192.00	\$1,986,192.00
Cap Outlay - Capital Outlay	\$2,086,023.72	\$1,839,917.82	\$970,275.33	\$2,835,228.46	\$3,731,945.00	\$3,979,254.00	\$7,268,605.00	\$5,064,377.00
Misc - Miscellaneous	(\$2,011,873.84)	(\$2,601,941.74)	(\$2,685,794.86)	(\$2,599,128.07)	(\$927,979.00)	(\$907,109.00)	(\$3,057,285.00)	(\$3,037,285.00)
Revenue Totals:	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditure Totals	\$20,191,205.95	\$19,915,311.06	\$19,960,835.55	\$23,787,898.06	\$29,662,426.00	\$31,274,916.00	\$33,269,272.00	\$31,754,221.00
Fund Total: GF	\$71,401.29	\$1,568,969.30	\$2,379,191.66	\$2,564,791.39	\$1,714,792.00	\$0.00	(\$2,562,967.00)	\$0.00
Fund: 300 WSF								
Revenue								
Permits - Permits and Fees	\$645,249.39	\$683,174.25	\$887,263.62	\$4,834,018.56	\$7,525,252.00	\$7,792,380.00	\$40,366.00	\$3,583,638.00
Sales - Sales and Services	\$8,869,601.90	\$9,498,504.21	\$10,638,787.18	\$12,075,237.87	\$16,005,000.00	\$15,182,242.00	\$0.00	\$16,802,424.00
Grants - Grants and Donations	\$0.00	\$0.00	\$60,000.00	\$290,000.00	\$0.00	\$0.00	\$0.00	\$0.00
OFS - Other Financing Sources	\$952,500.00	\$1,140,152.00	\$4,359,000.00	\$2,873,400.00	\$3,701,850.00	\$14,665,350.00	\$890,000.00	\$5,952,500.00
Misc - Miscellaneous	\$27,301.97	\$53,966.09	\$47,621.17	\$54,032.31	\$41,743.00	\$22,070.00	\$8,800.00	\$8,800.00
FB/CR - Fund Balance and Capital Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,163,818.00	\$0.00	\$0.00
Revenue Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00

Budget Summary - All Funds

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Expenditures								
Salaries - Personnel - Salaries	\$849,546.67	\$848,067.68	\$978,888.88	\$1,037,499.20	\$1,146,343.00	\$1,265,282.00	\$1,187,505.00	\$1,187,505.00
Benefits - Personnel - Benefits	\$328,256.10	\$323,781.12	\$334,738.81	\$398,345.04	\$462,366.00	\$489,897.00	\$500,890.00	\$500,858.00
Contract Serv - Contractual Services	\$1,747,172.24	\$1,874,439.76	\$2,127,165.40	\$2,173,868.72	\$3,014,598.00	\$3,955,839.00	\$3,850,979.00	\$3,975,586.00
Op Exp - Operating Expenses	\$1,354,245.60	\$1,292,280.06	\$1,365,555.49	\$1,359,708.76	\$1,690,865.00	\$1,840,965.00	\$1,889,143.00	\$1,875,577.00
Prgms - Programs	\$2,257,389.26	\$3,098,962.98	\$7,127,009.10	\$8,614,803.23	\$9,694,350.00	\$19,028,856.00	\$6,771,608.00	\$6,941,108.00
Sp App - Special Appropriations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,941.00
Debt Service - Debt Service	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
Cap Outlay - Capital Outlay	(\$1,567,195.74)	(\$4,751,437.76)	(\$2,285,450.57)	(\$4,997,165.65)	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Misc - Miscellaneous	\$2,655,992.61	\$2,909,290.90	\$3,062,660.05	\$6,896,160.03	\$7,599,403.00	\$10,939,403.00	\$1,864,887.00	\$5,871,520.00
Revenue Totals:	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Expenditure Totals	\$7,782,733.35	\$5,738,902.46	\$13,075,474.97	\$16,378,443.70	\$26,838,920.00	\$38,825,860.00	\$27,413,804.00	\$26,347,362.00
Fund Total: WSF	\$2,711,919.91	\$5,636,894.09	\$2,917,197.00	\$3,748,245.04	\$434,925.00	\$0.00	(\$26,474,638.00)	\$0.00
Fund: 310 EF								
Revenue								
Permits - Permits and Fees	\$340,470.51	\$497,037.00	\$416,127.45	\$515,015.74	\$590,247.00	\$571,325.00	\$726,300.00	\$465,600.00
Sales - Sales and Services	\$12,033,309.20	\$12,519,565.64	\$13,144,668.00	\$13,975,256.28	\$14,110,000.00	\$14,885,000.00	\$14,095,000.00	\$14,272,207.00
Grants - Grants and Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OFS - Other Financing Sources	\$0.00	\$0.00	\$136,647.47	\$0.00	\$800,000.00	\$0.00	\$800,000.00	\$1,000,000.00
Misc - Miscellaneous	\$109,942.83	\$120,646.50	\$115,060.59	\$146,799.13	\$130,417.00	\$78,352.00	\$67,500.00	\$55,500.00
FB/CR - Fund Balance and Capital Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,350.00
Revenue Totals	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Expenditures								
Salaries - Personnel - Salaries	\$616,654.51	\$697,459.40	\$676,849.45	\$776,738.17	\$742,590.00	\$887,024.00	\$764,584.00	\$817,551.00
Benefits - Personnel - Benefits	\$207,807.19	\$239,502.01	\$213,174.90	\$261,325.18	\$263,179.00	\$296,786.00	\$283,678.00	\$302,787.00
Contract Serv - Contractual Services	\$429,761.43	\$377,389.14	\$262,115.34	\$309,697.44	\$374,925.00	\$375,925.00	\$394,599.00	\$413,949.00
Op Exp - Operating Expenses	\$290,571.16	\$411,579.31	\$513,452.60	\$516,662.37	\$582,598.00	\$569,256.00	\$531,081.00	\$530,011.00
Prgms - Programs	\$8,578,188.10	\$9,249,292.35	\$9,205,404.97	\$9,826,388.73	\$10,335,358.00	\$10,315,358.00	\$10,116,533.00	\$10,616,533.00
Sp App - Special Appropriations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,503.00
Debt Service - Debt Service	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
Cap Outlay - Capital Outlay	\$0.00	(\$4,107,389.72)	(\$1,060,866.77)	(\$479,333.99)	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00

Budget Summary - All Funds

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Misc - Miscellaneous	\$1,264,558.56	\$1,430,939.14	\$1,385,197.41	\$2,367,345.79	\$1,054,506.00	\$1,232,287.00	\$1,004,974.00	\$1,004,974.00
Revenue Totals:	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Expenditure Totals	\$11,406,837.06	\$8,362,991.23	\$11,313,411.99	\$14,301,973.86	\$15,343,456.00	\$15,534,677.00	\$15,209,095.00	\$15,812,657.00
Fund Total: EF	\$1,076,885.48	\$4,774,257.91	\$2,499,091.52	\$335,097.29	\$287,208.00	\$0.00	\$479,705.00	\$0.00
Revenue Grand Totals:	\$43,240,983.04	\$45,997,326.05	\$52,145,202.69	\$61,116,449.34	\$74,281,727.00	\$85,635,453.00	\$47,334,271.00	\$73,914,240.00
Expenditure Grand Totals:	\$39,380,776.36	\$34,017,204.75	\$44,349,722.51	\$54,468,315.62	\$71,844,802.00	\$85,635,453.00	\$75,892,171.00	\$73,914,240.00
Net Grand Totals:	\$3,860,206.68	\$11,980,121.30	\$7,795,480.18	\$6,648,133.72	\$2,436,925.00	\$0.00	(\$28,557,900.00)	\$0.00

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General Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Revenue								
100-40-00 - GF,General Government,Non-departmental	\$14,468,848.41	\$15,611,892.62	\$16,602,627.58	\$18,735,520.83	\$23,656,974.00	\$23,441,184.00	\$22,456,912.00	\$21,954,553.00
100-40-01 - GF,General Government,Legislative and Town Clerk	\$140.70	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-40-04 - GF,General Government,Human Resources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-40-99 - GF,General Government,Special Appropriations	\$1,675.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-41-02 - GF,Financial Services,Administration	\$260,298.89	\$77,270.20	\$211,368.58	\$427,321.81	\$292,091.00	\$431,706.00	\$276,925.00	\$156,500.00
100-41-05 - GF,Financial Services,Data and Technology Services	\$55,944.08	\$55,172.40	\$53,514.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-41-11 - GF,Financial Services,Billing and Collections	\$0.00	\$3,526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-02 - GF,Community Development,Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-15 - GF,Community Development,Planning	\$209,720.75	\$134,029.23	\$172,402.63	\$148,625.00	\$115,500.00	\$115,070.00	\$109,780.00	\$116,290.00
100-42-16 - GF,Community Development,Code Enforcement	\$0.00	\$0.00	\$2,848.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-17 - GF,Community Development,Economic Development	\$0.00	\$355.00	(\$9.14)	\$1,453.32	\$0.00	\$0.00	\$0.00	\$0.00
100-42-20 - GF,Community Development,Building Inspections	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-95 - GF,Community Development,Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-43-02 - GF,Economic Development,Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-47-02 - GF,Data and Technology Services,Administration	\$0.00	\$0.00	\$0.00	\$54,054.08	\$55,000.00	\$70,000.00	\$55,520.00	\$55,520.00
100-50-00 - GF,Law Enforcement,Non-departmental	\$17,212.16	\$35,372.96	\$27,433.97	\$126,868.43	\$198,906.00	\$155,014.00	\$334,111.00	\$141,481.00
100-52-00 - GF,Fire Protection,Non-departmental	\$1,658,980.26	\$1,676,703.88	\$1,290,781.27	\$2,203,139.81	\$1,815,479.00	\$2,046,872.00	\$1,081,361.00	\$3,522,542.00
100-55-02 - GF,Public Works,Administration	\$126,536.66	\$2,470.36	\$5,004.00	\$5,689.00	\$6,690.00	\$5,004.00	\$0.00	\$5,004.00
100-55-02-20 - GF,Public Works,Administration,Operations Center	\$4,944.00	\$0.00	\$738.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-55-20 - GF,Public Works,Building Inspections	\$753,087.16	\$997,646.94	\$1,040,361.90	\$1,246,105.54	\$1,166,000.00	\$1,154,500.00	\$1,064,500.00	\$1,064,500.00
100-55-51 - GF,Public Works,Engineering Operations	\$39,684.00	\$133,165.75	\$30,110.12	\$238,917.75	\$43,088.00	\$90,000.00	\$40,000.00	\$40,000.00
100-55-52 - GF,Public Works,Property Maintenance Operations	\$115,870.00	\$96,555.00	\$102,620.00	\$80,240.00	\$67,000.00	\$90,000.00	\$77,000.00	\$77,000.00

General Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
100-55-55 - GF,Public Works,Streets Operations	\$481,877.47	\$517,134.57	\$530,812.17	\$538,634.57	\$1,514,117.00	\$939,326.00	\$1,079,000.00	\$1,341,000.00
100-55-59 - GF,Public Works,Sanitation	\$1,428,060.22	\$1,521,191.73	\$1,574,089.42	\$1,743,624.78	\$2,013,500.00	\$2,004,123.00	\$2,185,653.00	\$2,185,653.00
100-60-02 - GF,Parks & Recreational Services,Administration	\$95,034.81	\$59,880.00	\$94,396.80	\$83,974.64	\$53,201.00	\$82,855.00	\$1,096,553.00	\$422,200.00
100-60-70 - GF,Parks & Recreational Services,Youth Athletics	\$86,655.50	\$89,564.72	\$69,387.01	\$87,702.54	\$59,782.00	\$112,616.00	\$100,970.00	\$88,103.00
100-60-71 - GF,Parks & Recreational Services,Adult Athletics	\$11,259.00	\$14,242.00	\$17,485.00	\$17,383.17	\$14,657.00	\$28,675.00	\$24,125.00	\$24,125.00
100-60-73 - GF,Parks & Recreational Services,Programs and Classes	\$199,305.15	\$218,220.18	\$234,630.55	\$245,327.23	\$84,924.00	\$227,650.00	\$386,240.00	\$386,240.00
100-65-02 - GF,Cultural and Performing Arts,Administration	\$62,326.64	\$49,674.34	\$88,459.83	\$97,988.33	\$47,371.00	\$77,900.00	\$121,870.00	\$56,552.00
100-65-75 - GF,Cultural and Performing Arts,Facility Enterprises	\$145,382.90	\$150,512.81	\$144,437.48	\$175,865.84	\$113,507.00	\$132,430.00	\$148,788.00	\$66,461.00
100-68-02 - GF,Library Operations,Administration	\$39,763.48	\$38,574.67	\$46,025.96	\$94,252.78	\$59,431.00	\$64,991.00	\$66,997.00	\$50,497.00
Revenue Totals	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditures								
100 - GF	\$207,691.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-40-00 - GF,General Government,Non- departmental	\$77,073.15	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$1,675,139.00	\$1,670,190.00	(\$4,016.00)	\$331,099.00
100-40-01 - GF,General Government,Legislative and Town Clerk	\$208,822.23	\$230,691.39	\$140,091.36	\$297,760.44	\$280,889.00	\$317,695.00	\$343,189.00	\$353,169.00
100-40-02 - GF,General Government,Administration	\$468,432.57	\$433,898.36	\$444,886.26	\$370,553.41	\$502,808.00	\$516,970.00	\$451,501.00	\$445,769.00
100-40-02-01 - GF,General Government,Administration,Clayton Center	\$530,885.14	\$233,895.78	\$369,911.43	\$509,052.68	\$222,085.00	\$204,458.00	\$1,189,998.00	\$452,524.00
100-40-02-02 - GF,General Government,Administration,Annex Building	\$34,457.93	\$2,306.06	\$1,019.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-40-04 - GF,General Government,Human Resources	\$267,028.86	\$312,108.27	\$327,114.72	\$302,295.05	\$364,494.00	\$371,737.00	\$387,056.00	\$407,242.00
100-40-06 - GF,General Government,Legal	\$219,566.89	\$228,012.19	\$360,680.40	\$113,021.96	\$214,866.00	\$223,866.00	\$133,076.00	\$133,076.00
100-40-95 - GF,General Government,Capital Outlay	\$0.00	\$0.00	\$20,735.84	\$0.00	(\$4,857.00)	\$13,533.00	(\$3,692.00)	\$0.00
100-40-99 - GF,General Government,Special Appropriations	\$37,558.75	\$61,705.00	\$34,352.82	\$36,710.99	\$45,000.00	\$45,000.00	\$10,963.00	\$35,963.00
100-41-02 - GF,Financial Services,Administration	\$453,904.54	\$422,929.98	\$339,966.17	\$513,875.17	\$663,080.00	\$645,384.00	\$719,497.00	\$742,469.00
100-41-05 - GF,Financial Services,Data and Technology Services	\$646,628.11	\$781,894.71	\$857,085.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-41-10 - GF,Financial Services,Purchasing and Warehousing	\$5,308.23	\$27,562.56	\$33,265.84	\$31,199.57	\$119,276.00	\$132,628.00	\$63,600.00	\$62,979.00

General Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
100-41-11 - GF,Financial Services,Billing and Collections	\$12,682.18	(\$84,888.35)	\$28,954.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-41-12 - GF,Financial Services,Meter Reading and Technicians	(\$2,170.16)	(\$16,732.50)	(\$8,679.02)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-41-95 - GF,Financial Services,Capital Outlay	(\$2,708.44)	\$0.00	\$19,500.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-02 - GF,Community Development,Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-15 - GF,Community Development,Planning	\$557,657.09	\$510,329.33	\$589,512.73	\$507,362.89	\$374,342.00	\$416,451.00	\$519,569.00	\$532,982.00
100-42-16 - GF,Community Development,Code Enforcement	\$122,404.76	\$130,013.23	\$136,663.32	\$128,930.62	\$130,926.00	\$169,853.00	\$147,482.00	\$170,529.00
100-42-17 - GF,Community Development,Economic Development	\$138,726.76	\$156,522.08	\$203,258.27	\$312,360.56	\$0.00	\$0.00	\$0.00	\$0.00
100-42-20 - GF,Community Development,Building Inspections	\$0.00	\$69.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-42-95 - GF,Community Development,Capital Outlay	\$70,973.64	\$54,088.12	\$72,016.90	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-43-02 - GF,Economic Development,Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$234,805.00	\$276,960.00	\$28,568.00	\$31,528.00
100-43-95 - GF,Economic Development,Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-47-02 - GF,Data and Technology Services,Administration	\$0.00	\$0.00	\$0.00	\$856,193.81	\$851,261.00	\$856,885.00	\$1,160,661.00	\$1,171,317.00
100-47-95 - GF,Data and Technology Services,Capital Outlay	\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$217,148.00	\$78,248.00
100-48-02 - GF,Communications,Administration	\$0.00	\$0.00	\$0.00	\$58,083.01	\$139,626.00	\$142,672.00	\$186,665.00	\$197,628.00
100-48-95 - GF,Communications,Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,136.00)	\$3,164.00	(\$863.00)	\$0.00
100-49-11 - GF,Customer Service,Billing and Collections	\$0.00	\$0.00	\$0.00	\$23,634.52	\$3,825.00	\$27,045.00	\$53,639.00	\$4,060.00
100-49-12 - GF,Customer Service,Meter Reading and Technicians	\$0.00	\$0.00	\$0.00	(\$6,656.37)	(\$22,661.00)	(\$2,000.00)	\$16,646.00	\$16,994.00
100-49-95 - GF,Customer Service,Capital Outlay	\$0.00	\$0.00	\$0.00	\$14,120.30	(\$2,095.00)	\$1,514.00	(\$30,900.00)	\$0.00
100-50-00 - GF,Law Enforcement,Non-departmental	\$1,624.80	\$2,561.67	\$3,729.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-50-02 - GF,Law Enforcement,Administration	\$369,345.30	\$415,095.40	\$424,167.21	\$480,142.82	\$549,917.00	\$560,301.00	\$811,937.00	\$722,973.00
100-50-02-40 - GF,Law Enforcement,Administration,Law Enforcement Center	\$100,553.93	\$108,642.80	\$121,696.24	\$109,475.94	\$156,335.00	\$154,480.00	\$220,001.00	\$202,751.00
100-50-02-52 - GF,Law Enforcement,Administration,Austin Acres	\$1,012.95	\$1,041.51	\$232.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-50-30 - GF,Law Enforcement,Investigations	\$718,048.80	\$764,676.59	\$762,033.44	\$778,124.77	\$761,897.00	\$923,226.00	\$7,513.00	\$0.00

General Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
100-50-31 - GF, Law Enforcement, Patrol Operations	\$1,857,434.30	\$1,993,471.24	\$2,026,629.61	\$2,331,531.12	\$2,292,285.00	\$2,614,741.00	\$2,349,494.00	\$2,480,487.00
100-50-32 - GF, Law Enforcement, Support Services	\$812,693.02	\$833,012.46	\$839,256.40	\$980,664.30	\$1,110,366.00	\$1,219,666.00	\$1,138,262.00	\$1,873,524.00
100-50-95 - GF, Law Enforcement, Capital Outlay	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,093,078.00	\$761,453.00
100-52-02 - GF, Fire Protection, Administration	\$667,775.35	\$688,812.19	\$603,038.82	\$671,239.58	\$764,722.00	\$773,911.00	\$649,434.00	\$719,666.00
100-52-40 - GF, Fire Protection, Operations	\$1,585,739.66	\$1,790,085.86	\$2,174,612.01	\$2,377,739.45	\$2,514,948.00	\$2,609,011.00	\$3,140,165.00	\$3,094,043.00
100-52-40-30 - GF, Fire Protection, Operations, Station One	\$31,732.29	\$54,161.12	\$26,564.33	\$26,062.18	\$55,480.00	\$56,315.00	\$59,860.00	\$60,460.00
100-52-40-31 - GF, Fire Protection, Operations, Station Two	\$28,509.53	\$26,112.95	\$15,242.25	\$18,144.94	\$21,960.00	\$22,135.00	\$40,670.00	\$40,730.00
100-52-95 - GF, Fire Protection, Capital Outlay	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
100-55-02 - GF, Public Works, Administration	\$164,307.71	\$155,477.89	\$165,496.32	\$118,738.65	\$394,508.00	\$405,818.00	\$433,676.00	\$430,426.00
100-55-02-20 - GF, Public Works, Administration, Operations Center	(\$103,065.42)	(\$28,325.77)	(\$3,721.79)	\$41,824.63	\$110,438.00	\$107,338.00	\$259,180.00	\$200,376.00
100-55-20 - GF, Public Works, Building Inspections	\$374,989.29	\$375,297.62	\$493,011.40	\$650,096.53	\$1,326,600.00	\$1,380,889.00	\$1,121,175.00	\$1,112,111.00
100-55-25 - GF, Public Works, GIS	\$0.00	\$0.00	\$0.00	\$41,224.60	\$95,253.00	\$127,716.00	\$161,837.00	\$284,973.00
100-55-51 - GF, Public Works, Engineering Operations	\$138,502.41	\$74,908.59	\$159,938.96	\$280,970.32	\$123,202.00	\$240,388.00	\$621,836.00	\$619,414.00
100-55-52 - GF, Public Works, Property Maintenance Operations	\$848,646.65	\$861,475.59	\$1,096,601.15	\$1,091,854.72	\$1,113,402.00	\$1,257,260.00	\$1,424,814.00	\$1,137,915.00
100-55-53 - GF, Public Works, Vehicle Maintenance	\$191,981.37	\$193,248.32	\$186,598.54	\$243,187.79	\$179,109.00	\$190,501.00	\$281,575.00	\$267,044.00
100-55-55 - GF, Public Works, Streets Operations	\$1,886,755.25	\$1,377,502.42	\$934,171.04	\$2,102,841.03	\$3,207,472.00	\$3,241,884.00	\$4,080,479.00	\$2,863,629.00
100-55-59 - GF, Public Works, Sanitation	\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00
100-55-95 - GF, Public Works, Capital Outlay	\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$508,436.00	\$187,435.00
100-60-02 - GF, Parks & Recreational Services, Administration	\$351,555.65	\$363,681.22	\$348,048.92	\$346,919.38	\$1,198,288.00	\$1,222,161.00	\$535,677.00	\$577,589.00
100-60-02-50 - GF, Parks & Recreational Services, Administration, Community Center	\$94,790.01	\$102,173.37	\$99,998.37	\$132,769.57	\$153,948.00	\$149,048.00	\$461,483.00	\$414,575.00
100-60-02-51 - GF, Parks & Recreational Services, Administration, Civitan Building	\$17,068.68	\$16,261.67	\$16,582.41	\$15,940.10	\$0.00	\$14,400.00	\$14,400.00	\$14,400.00
100-60-70 - GF, Parks & Recreational Services, Youth Athletics	\$253,026.76	\$290,222.71	\$294,437.10	\$302,323.80	\$369,108.00	\$345,515.00	\$356,125.00	\$354,614.00
100-60-71 - GF, Parks & Recreational Services, Adult Athletics	\$12,652.30	\$13,418.11	\$17,989.74	\$24,008.82	\$23,880.00	\$35,579.00	\$27,216.00	\$27,216.00
100-60-73 - GF, Parks & Recreational Services, Programs and Classes	\$291,175.71	\$315,993.41	\$326,340.05	\$343,817.72	\$375,002.00	\$420,057.00	\$420,075.00	\$419,882.00
100-60-74 - GF, Parks & Recreational Services, Parks Facilities Maintenance	\$312,376.45	\$323,031.50	\$272,916.08	\$277,711.96	\$470,732.00	\$392,004.00	\$719,667.00	\$708,548.00
100-60-95 - GF, Parks & Recreational Services, Capital Outlay	\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00

General Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
100-65-02 - GF,Cultural and Performing Arts,Administration	\$378,586.82	\$400,807.19	\$428,817.26	\$448,679.01	\$442,007.00	\$450,315.00	\$563,725.00	\$436,587.00
100-65-75 - GF,Cultural and Performing Arts,Facility Enterprises	\$185,832.35	\$232,304.46	\$200,699.50	\$249,644.89	\$228,398.00	\$260,967.00	\$240,893.00	\$185,296.00
100-65-95 - GF,Cultural and Performing Arts,Capital Outlay	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
100-68-02 - GF,Library Operations,Administration	\$507,893.53	\$510,514.20	\$473,435.52	\$606,565.78	\$599,173.00	\$656,253.00	\$739,787.00	\$715,467.00
100-68-02-03 - GF,Library Operations,Administration,Hocutt Ellington Library	\$18,132.57	\$16,219.22	\$15,979.46	\$16,581.62	\$52,655.00	\$43,205.00	\$48,459.00	\$40,707.00
100-68-95 - GF,Library Operations,Capital Outlay	\$0.00	\$31,219.75	\$36,390.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-90-00 - GF,Debt Service,Non-departmental	\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Revenue Totals:	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditure Totals	\$20,191,205.95	\$19,915,311.06	\$19,960,835.55	\$23,787,898.06	\$29,662,426.00	\$31,274,916.00	\$33,269,272.00	\$31,754,221.00
Fund Total: GF	\$71,401.29	\$1,568,969.30	\$2,379,191.66	\$2,564,791.39	\$1,714,792.00	\$0.00	(\$2,562,967.00)	\$0.00
Revenue Grand Totals:	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditure Grand Totals:	\$20,191,205.95	\$19,915,311.06	\$19,960,835.55	\$23,787,898.06	\$29,662,426.00	\$31,274,916.00	\$33,269,272.00	\$31,754,221.00
Net Grand Totals:	\$71,401.29	\$1,568,969.30	\$2,379,191.66	\$2,564,791.39	\$1,714,792.00	\$0.00	(\$2,562,967.00)	\$0.00

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Water/Sewer Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 300 WSF								
Revenue								
300 - WSF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
300-56-00 - WSF,Water Sewer Enterprise,Non-departmental	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
300-56-60 - WSF,Water Sewer Enterprise,Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Expenditures								
300 - WSF	(\$3,845,500.84)	(\$6,949,209.13)	(\$2,591,320.37)	(\$7,099,750.12)	\$0.00	\$0.00	\$0.00	\$0.00
300-56-00 - WSF,Water Sewer Enterprise,Non-departmental	\$1,321,425.80	\$2,207,366.65	\$5,695,285.51	\$10,689,135.03	\$10,668,100.00	\$24,093,600.00	\$0.00	\$5,713,074.00
300-56-60 - WSF,Water Sewer Enterprise,Operations	\$3,171,775.51	\$3,326,213.41	\$3,929,015.45	\$4,186,717.98	\$6,744,398.00	\$6,256,991.00	\$8,308,889.00	\$6,969,698.00
300-56-61 - WSF,Water Sewer Enterprise,Preventive Maintenance	\$817,879.08	\$738,718.85	\$765,243.70	\$934,715.54	\$1,220,163.00	\$1,296,156.00	\$1,471,548.00	\$1,442,472.00
300-56-63 - WSF,Water Sewer Enterprise,Wastewater Treatment Plant	\$2,394,000.53	\$2,427,688.59	\$2,869,579.03	\$2,944,891.43	\$3,294,611.00	\$4,192,842.00	\$4,419,688.00	\$4,398,964.00
300-56-90 - WSF,Water Sewer Enterprise,Debt Service	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
300-56-95 - WSF,Water Sewer Enterprise,Capital Outlay	\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
300-56-97 - WSF,Water Sewer Enterprise,Inter-departmental	\$1,487,521.56	\$1,646,835.00	\$1,736,894.04	\$1,724,925.00	\$1,680,653.00	\$1,680,653.00	\$1,864,887.00	\$1,864,887.00
Revenue Totals:	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Expenditure Totals	\$7,782,733.35	\$5,738,902.46	\$13,075,474.97	\$16,378,443.70	\$26,838,920.00	\$38,825,860.00	\$27,413,804.00	\$26,347,362.00
Fund Total: WSF	\$2,711,919.91	\$5,636,894.09	\$2,917,197.00	\$3,748,245.04	\$434,925.00	\$0.00	(\$26,474,638.00)	\$0.00
Revenue Grand Totals:	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Expenditure Grand Totals:	\$7,782,733.35	\$5,738,902.46	\$13,075,474.97	\$16,378,443.70	\$26,838,920.00	\$38,825,860.00	\$27,413,804.00	\$26,347,362.00
Net Grand Totals:	\$2,711,919.91	\$5,636,894.09	\$2,917,197.00	\$3,748,245.04	\$434,925.00	\$0.00	(\$26,474,638.00)	\$0.00

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Electric Fund Budget by Organization

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 310 EF								
Revenue								
310-57-00 - EF,Electric Enterprise,Non-departmental	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Revenue Totals	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Expenditures								
310 - EF	(\$731,097.80)	(\$4,920,572.56)	(\$1,582,445.23)	(\$1,350,686.82)	\$0.00	\$0.00	\$0.00	\$0.00
310-57-00 - EF,Electric Enterprise,Non-departmental	\$348,933.19	\$366,567.14	\$395,546.25	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$24,503.00
310-57-02 - EF,Electric Enterprise,Administration	\$310,107.73	\$280,973.21	\$299,974.80	\$298,214.19	\$247,341.00	\$321,555.00	\$258,988.00	\$337,491.00
310-57-65 - EF,Electric Enterprise,Operations	\$9,811,310.16	\$10,691,593.00	\$10,570,419.66	\$11,392,597.70	\$12,051,309.00	\$12,122,794.00	\$11,831,487.00	\$12,343,340.00
310-57-90 - EF,Electric Enterprise,Debt Service	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
310-57-95 - EF,Electric Enterprise,Capital Outlay	\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00
310-57-97 - EF,Electric Enterprise,Inter-departmental	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00
Revenue Totals:	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Expenditure Totals	\$11,406,837.06	\$8,362,991.23	\$11,313,411.99	\$14,301,973.86	\$15,343,456.00	\$15,534,677.00	\$15,209,095.00	\$15,812,657.00
Fund Total: EF	\$1,076,885.48	\$4,774,257.91	\$2,499,091.52	\$335,097.29	\$287,208.00	\$0.00	\$479,705.00	\$0.00
Revenue Grand Totals:	\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Expenditure Grand Totals:	\$11,406,837.06	\$8,362,991.23	\$11,313,411.99	\$14,301,973.86	\$15,343,456.00	\$15,534,677.00	\$15,209,095.00	\$15,812,657.00
Net Grand Totals:	\$1,076,885.48	\$4,774,257.91	\$2,499,091.52	\$335,097.29	\$287,208.00	\$0.00	\$479,705.00	\$0.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Government
Division: Revenues**

General Fund Revenues by Account Classification

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Revenue								
Ad Val - Ad Val	\$9,721,213.77	\$10,173,781.80	\$10,728,360.77	\$12,349,619.66	\$15,583,675.00	\$15,386,978.00	\$16,610,833.00	\$16,477,186.00
St Shrd - St Shrd Rev	\$4,857,842.93	\$5,516,460.90	\$5,833,203.06	\$6,359,504.32	\$6,652,884.00	\$6,291,794.00	\$6,545,263.00	\$6,188,551.00
Intgvtl - Intergovernmental	\$1,754,100.17	\$1,803,793.64	\$1,398,439.80	\$2,356,922.58	\$1,945,624.00	\$2,178,198.00	\$167,987.00	\$2,620,168.00
Permits - Permits and Fees	\$1,090,575.51	\$1,474,291.97	\$1,454,896.24	\$1,833,891.89	\$1,485,271.00	\$1,560,743.00	\$1,400,708.00	\$1,394,218.00
Sales - Sales and Services	\$1,985,583.84	\$2,089,539.42	\$2,191,569.11	\$2,412,169.82	\$2,363,762.00	\$2,607,326.00	\$2,984,156.00	\$2,823,644.00
Grants - Grants and Donations	\$51,947.44	\$5,476.00	\$53,211.48	\$194,925.91	\$106,611.00	\$301,042.00	\$2,327,489.00	\$1,703,506.00
OFS - Other Financing Sources	\$217,213.94	\$0.00	\$22,167.06	\$0.00	\$700,000.00	\$700,000.00	\$0.00	\$0.00
Misc - Miscellaneous	\$584,129.64	\$420,936.63	\$658,179.69	\$845,655.27	\$764,440.00	\$668,884.00	\$617,219.00	\$494,298.00
FB/CR - Fund Balance and Capital Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$1,774,951.00	\$1,579,951.00	\$52,650.00	\$52,650.00
Fund Total: GF	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Revenue Grand Totals:	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Expenditure Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Grand Totals:	\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 00 - Non-departmental									
Ad Val									
100-40-00-40 00	Ad Val Taxes - Johnston Co. - CY	8,711,349.80	9,040,713.99	9,540,679.82	10,714,708.62	13,825,000.00	13,835,061.00	14,764,361.00	14,618,714.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Ad Valorem Calculation 3-30-20 Scroll					.5800	25,111,441.00	14,564,635.78	
Final Budget	Ad Valorem Collection Percentage Adjustment					.0100	(14,564,635.78)	(145,646.36)	
Final Budget	Business Personal Allowance					.5800	134,899.00	78,241.42	
Final Budget	Lipscomb, LLC CDRIG - Year 2 @ 100%					1.0000	(2,582.71)	(2,582.71)	
Final Budget	Public Service Companies (1.5% growth over FY 18-19)					.0058	21,919,188.00	127,131.29	
Final Budget	Star Company, LLC CDRIG - Year 3 @ 75%					.7500	(4,087.32)	(3,065.49)	
Final Budget Totals								\$14,618,713.93	
100-40-00-40 01	Ad Val Taxes - Johnston Co. - PY	(24,862.57)	2,252.32	2,982.00	473.57	(821.00)	1,500.00	.00	.00
100-40-00-40 02	Ad Val Taxes - Wake Co. - CY	81.28	139.40	158.37	432.92	496.00	442.00	503.00	503.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Real & Personal Assessed Value Estimate					.5800	36.00	20.88	
Final Budget	Public Service Companies (1% growth over FY 19-20)					.0058	83,105.00	482.01	
Final Budget Totals								\$502.89	
100-40-00-40 05	Ad Val Vehicle Taxes - Johnston Co.-CY	906,886.37	1,004,620.26	1,057,857.34	1,178,526.50	1,200,000.00	1,107,975.00	1,283,969.00	1,283,969.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Ad Valorem Vehicle - TR-2 FY 19-20 (Tax Rate)					.5800	2,213,739.00	1,283,968.62	
Final Budget Totals								\$1,283,968.62	
100-40-00-40 06	Ad Val Vehicle Taxes - Johnston Co.-PY	1,964.95	1,911.46	452.08	686.56	.00	.00	.00	.00
100-40-00-40 08	Ad Val Vehicle Taxes - Wake Co. - PY	.00	33.59	.00	.00	.00	.00	.00	.00
100-40-00-40 15	Ad Val Penalties and Interest	37,792.34	34,331.31	34,460.02	26,049.83	25,000.00	25,000.00	25,000.00	25,000.00
100-40-00-40 20	Ad Val Motor Vehicle Licenses - CY	72,710.00	77,635.00	80,830.00	415,140.00	.00	.00	.00	.00
100-40-00-40 21	Ad Val Motor Vehicle Licenses - PY	215.00	489.49	58.24	69.59	.00	.00	.00	.00
100-40-00-40 50	Ad Val PILOT	15,076.60	11,654.98	10,882.90	13,532.07	9,000.00	9,000.00	9,000.00	9,000.00
<i>Ad Val Totals</i>		\$9,721,213.77	\$10,173,781.80	\$10,728,360.77	\$12,349,619.66	\$15,058,675.00	\$14,978,978.00	\$16,082,833.00	\$15,937,186.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 00 - Non-departmental									
St Shrd Rev									
100-40-00-41 00	SS Rev. Sales Tax - Article 39 (1cent)	1,130,239.62	1,297,991.77	1,401,680.04	1,592,664.71	1,636,006.00	1,605,400.00	1,595,106.00	1,472,406.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1,636,006.0000	(.05)	(81,800.30)	
	Final Budget					1,636,006.0000	(.05)	(81,800.30)	
	Final Budget					1.0000	1,636,006.00	1,636,006.00	
								Final Budget Totals	\$1,472,405.40
100-40-00-41 01	SS Rev. Sales Tax -Article 40 (1/2 cent)	758,179.20	841,481.29	897,716.65	983,228.40	1,050,522.00	1,002,200.00	1,024,259.00	945,470.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1,050,522.0000	(.05)	(52,526.10)	
	Final Budget					1,050,522.0000	(.05)	(52,526.10)	
	Final Budget					1.0000	1,050,522.00	1,050,522.00	
								Final Budget Totals	\$945,469.80
100-40-00-41 02	SS Rev. Sales Tax -Article 42 (1/2 cent)	586,490.91	672,543.48	726,815.53	824,925.76	839,167.00	802,700.00	818,188.00	755,251.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					839,167.0000	(.05)	(41,958.35)	
	Final Budget					839,167.0000	(.05)	(41,958.35)	
	Final Budget					1.0000	839,167.00	839,167.00	
								Final Budget Totals	\$755,250.30
100-40-00-41 03	SS Rev. Sales Tax - Article 44 (1/2 cent)	753,061.30	1,033,893.99	1,099,753.00	1,184,443.66	1,255,870.00	1,153,705.00	1,224,473.00	1,130,283.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1,255,870.0000	(.05)	(62,793.50)	
	Final Budget					1,255,870.0000	(.05)	(62,793.50)	
	Final Budget					1.0000	1,255,870.00	1,255,870.00	
								Final Budget Totals	\$1,130,283.00
100-40-00-41 50	SS Rev. Utilities Franchise Tax	992,131.05	997,696.05	1,026,291.46	1,084,657.65	1,160,500.00	1,035,000.00	1,172,100.00	1,174,004.00
100-40-00-41 51	SS Rev. Telecommunications Tax	61,453.03	60,971.16	55,927.47	51,265.13	47,425.00	52,000.00	43,150.00	43,150.00
100-40-00-41 52	SS Rev. Gasoline Tax Refund	88.22	103.04	841.04	186.38	500.00	100.00	.00	.00
100-40-00-41 54	SS Rev. Beer and Wine Tax	76,300.05	84,946.34	84,143.60	86,900.43	87,300.00	83,000.00	87,300.00	87,300.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 00 - Non-departmental									
St Shrd Rev									
100-40-00-41 55	SS Rev. Solid Waste Disposal Tax Dist	11,242.08	12,606.43	12,906.30	14,942.57	15,000.00	13,000.00	15,200.00	15,200.00
	<i>St Shrd Rev Totals</i>	\$4,369,185.46	\$5,002,233.55	\$5,306,075.09	\$5,823,214.69	\$6,092,290.00	\$5,747,105.00	\$5,979,776.00	\$5,623,064.00
	<i>Intergovernmental</i>								
100-40-00-42 00	Intgmtl ABC Revenue	95,701.97	114,027.87	105,883.31	126,245.76	105,000.00	105,000.00	105,000.00	105,000.00
100-40-00-42 21	Intgmtl PILOT - Electric	35,250.00	35,250.00	39,100.00	35,250.00	35,250.00	35,250.00	35,250.00	35,250.00
	<i>Intergovernmental Totals</i>	\$130,951.97	\$149,277.87	\$144,983.31	\$161,495.76	\$140,250.00	\$140,250.00	\$140,250.00	\$140,250.00
	<i>Permits and Fees</i>								
100-40-00-43 04	Per & Fees Lease Revenue	18,486.91	15,660.00	15,860.00	18,730.50	15,973.00	6,525.00	16,453.00	16,453.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					4.0000	1,344.15	5,376.60	
	Final Budget					8.0000	1,384.47	11,075.76	
						Final Budget Totals		\$16,452.36	
100-40-00-43 80	Per & Fees Damage Reimbursement	.00	.00	12,367.31	.00	.00	.00	.00	.00
100-40-00-43 82	Per & Fees Insurance Reimbursement	.00	1,345.38	.00	.00	.00	.00	.00	.00
100-40-00-43 99	Per & Fees Returned Check Fees	240.00	240.00	125.00	225.00	100.00	125.00	100.00	100.00
	<i>Permits and Fees Totals</i>	\$18,726.91	\$17,245.38	\$28,352.31	\$18,955.50	\$16,073.00	\$6,650.00	\$16,553.00	\$16,553.00
	<i>Grants and Donations</i>								
100-40-00-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	.00	.00	100,000.00	.00	.00
100-40-00-45 33	Grants & Don Donations - Miscellaneous	.00	240.00	.00	.00	.00	.00	.00	.00
100-40-00-45 73	Grants & Don NC Commerce Grant - PPTF	.00	.00	.00	76,473.40	.00	.00	.00	.00
	<i>Grants and Donations Totals</i>	\$0.00	\$240.00	\$0.00	\$76,473.40	\$0.00	\$100,000.00	\$0.00	\$0.00
	<i>Other Financing Sources</i>								
100-40-00-48 82	Misc Transfer - Special Revenue Fund	.00	.00	.00	.00	700,000.00	700,000.00	.00	.00
	<i>Other Financing Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$700,000.00	\$700,000.00	\$0.00	\$0.00
	<i>Miscellaneous</i>								
100-40-00-48 10	Misc Debt Setoff Revenue	5,950.53	4,071.19	3,470.23	3,449.16	2,700.00	3,000.00	2,800.00	2,800.00
100-40-00-48 20	Misc Cable TV - Franchise Agreement	14,975.17	.00	.00	.00	.00	.00	.00	.00
100-40-00-48 21	Misc Cable TV - State Allocation	170,646.39	184,515.88	183,529.79	177,148.11	185,000.00	180,000.00	181,800.00	181,800.00
100-40-00-48 40	Misc FEMA/NCEM Damage Reimbursement	.00	79,474.07	192,902.57	112,725.87	.00	.00	.00	.00
100-40-00-48 71	Misc Sale of Scrap	320.00	.00	.00	.00	.00	.00	.00	.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget	
Fund 100 - GF										
Department 40 - General Government										
Division 00 - Non-departmental										
Miscellaneous										
100-40-00-48 72	Misc Sale of Real Property	.00	.00	.00	.00	110,300.00	.00	.00	.00	
100-40-00-48 73	Misc Sale of Surplus Equipment	35,000.00	.00	14,200.00	12,265.00	10,000.00	5,000.00	.00	.00	
100-40-00-48 97	Misc Miscellaneous	1,878.21	1,052.88	753.51	173.68	6,496.00	250.00	250.00	250.00	
<i>Miscellaneous Totals</i>		\$228,770.30	\$269,114.02	\$394,856.10	\$305,761.82	\$314,496.00	\$188,250.00	\$184,850.00	\$184,850.00	
<i>Fund Balance and Capital Reserve</i>										
100-40-00-48 99	Misc Fund Balance Appropriated	.00	.00	.00	.00	1,335,190.00	1,579,951.00	52,650.00	52,650.00	
Budget Transactions										
Level Transaction Number of Units Cost Per Unit Total Amount										
Final Budget Carryover 160D 1.0000 20,000.00 20,000.00										
Final Budget Carryover Comp Plan Phase 1 1.0000 17,500.00 17,500.00										
Final Budget Carryover Ops Center Master Plan Study 1.0000 15,150.00 15,150.00										
								Final Budget Totals		\$52,650.00
<i>Fund Balance and Capital Reserve Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$1,335,190.00	\$1,579,951.00	\$52,650.00	\$52,650.00	
Division 00 - Non-departmental Totals		\$14,468,848.41	\$15,611,892.62	\$16,602,627.58	\$18,735,520.83	\$23,656,974.00	\$23,441,184.00	\$22,456,912.00	\$21,954,553.00	
Division 01 - Legislative and Town Clerk										
Permits and Fees										
100-40-01-43 98	Per & Fees Public Record Request Reimb	140.70	.00	.00	.00	.00	.00	.00	.00	
<i>Permits and Fees Totals</i>		\$140.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Miscellaneous										
100-40-01-48 97	Misc Miscellaneous	.00	.00	400.00	.00	.00	.00	.00	.00	
<i>Miscellaneous Totals</i>		\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Division 01 - Legislative and Town Clerk Totals		\$140.70	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Division 99 - Special Appropriations										
Grants and Donations										
100-40-99-45 90	Grants & Don Donations - Public Art	1,675.00	1,125.00	.00	.00	.00	.00	.00	.00	
<i>Grants and Donations Totals</i>		\$1,675.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Division 99 - Special Appropriations Totals		\$1,675.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department 40 - General Government Totals		\$14,470,664.11	\$15,613,017.62	\$16,603,027.58	\$18,735,520.83	\$23,656,974.00	\$23,441,184.00	\$22,456,912.00	\$21,954,553.00	
Department 41 - Financial Services										
Division 02 - Administration										
Permits and Fees										
100-41-02-43 41	Per & Fees Alarm Response	7,884.20	6,299.52	8,453.00	6,460.00	4,500.00	7,500.00	5,000.00	5,000.00	
<i>Permits and Fees Totals</i>		\$7,884.20	\$6,299.52	\$8,453.00	\$6,460.00	\$4,500.00	\$7,500.00	\$5,000.00	\$5,000.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 41 - Financial Services									
Division 02 - Administration									
<i>Other Financing Sources</i>									
100-41-02-48 05	Misc Finance Capital	217,213.94	.00	.00	.00	.00	.00	.00	.00
	<i>Other Financing Sources Totals</i>	\$217,213.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-41-02-48 00	Misc Investment Earnings	32,746.96	67,853.46	199,178.67	416,159.00	281,700.00	419,406.00	265,925.00	145,500.00
100-41-02-48 97	Misc Miscellaneous	2,453.79	3,117.22	3,736.91	4,702.81	5,891.00	4,800.00	6,000.00	6,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	PCard Program Rebate					1.0000	6,000.00	6,000.00	
						Final Budget Totals		\$6,000.00	
	<i>Miscellaneous Totals</i>	\$35,200.75	\$70,970.68	\$202,915.58	\$420,861.81	\$287,591.00	\$424,206.00	\$271,925.00	\$151,500.00
	Division 02 - Administration Totals	\$260,298.89	\$77,270.20	\$211,368.58	\$427,321.81	\$292,091.00	\$431,706.00	\$276,925.00	\$156,500.00
Division 05 - Data and Technology Services									
<i>Miscellaneous</i>									
100-41-05-48 22	Misc Cable TV - PEG Channel	55,944.08	55,172.40	53,514.72	.00	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	\$55,944.08	\$55,172.40	\$53,514.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Division 05 - Data and Technology Services Totals	\$55,944.08	\$55,172.40	\$53,514.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 11 - Billing and Collections									
<i>Permits and Fees</i>									
100-41-11-43 80	Per & Fees Damage Reimbursement	.00	3,526.00	.00	.00	.00	.00	.00	.00
	<i>Permits and Fees Totals</i>	\$0.00	\$3,526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Division 11 - Billing and Collections Totals	\$0.00	\$3,526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 41 - Financial Services Totals	\$316,242.97	\$135,968.60	\$264,883.30	\$427,321.81	\$292,091.00	\$431,706.00	\$276,925.00	\$156,500.00
Department 42 - Community Development									
Division 15 - Planning									
<i>Permits and Fees</i>									
100-42-15-43 34	Per & Fees Zoning Permit Fees	46,605.00	57,350.00	61,335.00	62,720.00	49,500.00	55,000.00	55,000.00	55,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Misc Fees - sign permits, zoning cert.letters,maps					1.0000	5,000.00	5,000.00	
Final Budget	Zoning Compliance Permits					1,000.0000	50.00	50,000.00	
						Final Budget Totals		\$55,000.00	
100-42-15-43 35	Per & Fees Zoning/Code Enforcement Fines	4,399.00	18,559.16	49,454.53	20,025.00	12,000.00	5,000.00	5,000.00	5,000.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 15 - Planning									
Permits and Fees									
100-42-15-43 37	Per & Fees Public Notice Fee	900.00	2,500.00	3,800.00	9,200.00	6,000.00	6,000.00	6,000.00	6,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					30.0000	200.00	6,000.00	
								Final Budget Totals	\$6,000.00
100-42-15-43 39	Per & Fees Application Fees	47,816.75	49,093.00	57,813.10	56,680.00	48,000.00	49,070.00	43,780.00	50,290.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					10.0000	400.00	4,000.00	
	Final Budget					20.0000	100.00	2,000.00	
	Final Budget					20.0000	250.00	5,000.00	
	Final Budget					7.0000	400.00	2,800.00	
	Final Budget					20.0000	200.00	4,000.00	
	Final Budget					5.0000	1,100.00	5,500.00	
	Final Budget					8.0000	510.00	4,080.00	
	Final Budget					41.0000	510.00	20,910.00	
	Final Budget					5.0000	400.00	2,000.00	
								Final Budget Totals	\$50,290.00
<i>Permits and Fees Totals</i>		\$99,720.75	\$127,502.16	\$172,402.63	\$148,625.00	\$115,500.00	\$115,070.00	\$109,780.00	\$116,290.00
<i>Miscellaneous</i>									
100-42-15-48 60	Misc Reimbursable Projects	110,000.00	6,527.07	.00	.00	.00	.00	.00	.00
<i>Miscellaneous Totals</i>		\$110,000.00	\$6,527.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 15 - Planning Totals		\$209,720.75	\$134,029.23	\$172,402.63	\$148,625.00	\$115,500.00	\$115,070.00	\$109,780.00	\$116,290.00
Division 16 - Code Enforcement									
Permits and Fees									
100-42-16-43 80	Per & Fees Damage Reimbursement	.00	.00	2,848.88	.00	.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$0.00	\$0.00	\$2,848.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 16 - Code Enforcement Totals		\$0.00	\$0.00	\$2,848.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 17 - Economic Development									
Permits and Fees									
100-42-17-43 09	Per & Fees Special Events Revenue	.00	105.00	26.57	275.00	.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$0.00	\$105.00	\$26.57	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Grants and Donations</i>									
100-42-17-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	771.18	.00	.00	.00	.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 17 - Economic Development									
<i>Grants and Donations</i>									
	<i>Grants and Donations Totals</i>	\$0.00	\$0.00	\$0.00	\$771.18	\$0.00	\$0.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-42-17-48 35	Misc Special Events Damage Deposit	.00	250.00	(35.71)	407.14	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	\$0.00	\$250.00	(\$35.71)	\$407.14	\$0.00	\$0.00	\$0.00	\$0.00
Division 17 - Economic Development Totals		\$0.00	\$355.00	(\$9.14)	\$1,453.32	\$0.00	\$0.00	\$0.00	\$0.00
Division 20 - Building Inspections									
<i>Miscellaneous</i>									
100-42-20-48 97	Misc Miscellaneous	.00	.00	100.00	.00	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 20 - Building Inspections Totals		\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 42 - Community Development Totals		\$209,720.75	\$134,384.23	\$175,342.37	\$150,078.32	\$115,500.00	\$115,070.00	\$109,780.00	\$116,290.00
Department 43 - Economic Development									
Division 02 - Administration									
<i>Grants and Donations</i>									
100-43-02-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	.00	.00	5,000.00	.00	.00
	<i>Grants and Donations Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Division 02 - Administration Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Department 43 - Economic Development Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Department 47 - Data and Technology Services									
Division 02 - Administration									
<i>Grants and Donations</i>									
100-47-02-45 60	Grants & Don Donations - Library	.00	.00	.00	.00	.00	20,000.00	.00	.00
	<i>Grants and Donations Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-47-02-48 22	Misc Cable TV - PEG Channel	.00	.00	.00	54,054.08	55,000.00	50,000.00	55,520.00	55,520.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	PEG Channel Distribution from State				4.0000	13,880.00	55,520.00		
					Final Budget Totals		55,520.00		
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$54,054.08	\$55,000.00	\$50,000.00	\$55,520.00	\$55,520.00
Division 02 - Administration Totals		\$0.00	\$0.00	\$0.00	\$54,054.08	\$55,000.00	\$70,000.00	\$55,520.00	\$55,520.00
Department 47 - Data and Technology Services Totals		\$0.00	\$0.00	\$0.00	\$54,054.08	\$55,000.00	\$70,000.00	\$55,520.00	\$55,520.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 00 - Non-departmental									
<i>Intergovernmental</i>									
100-50-00-42 51	Intgmtl Drug Seizure Revenues - State	895.44	4,538.25	1,662.83	9,920.25	5,374.00	.00	.00	.00
<i>Intergovernmental Totals</i>		\$895.44	\$4,538.25	\$1,662.83	\$9,920.25	\$5,374.00	\$0.00	\$0.00	\$0.00
<i>Permits and Fees</i>									
100-50-00-43 40	Per & Fees Court Fees	7,847.61	7,426.76	5,673.67	7,374.72	6,000.00	6,000.00	6,000.00	6,000.00
100-50-00-43 42	Per & Fees Fines & Citations - Parking	1,175.00	275.00	680.00	2,048.00	3,850.00	500.00	500.00	1,000.00
100-50-00-43 43	Per & Fees Animal Fees	3,159.11	2,678.35	4,763.66	4,866.90	3,000.00	3,000.00	3,000.00	3,000.00
100-50-00-43 44	Per & Fees Fines & Citations-Ord. Violation	650.00	900.00	475.00	525.00	2,150.00	100.00	500.00	500.00
100-50-00-43 47	Per & Fees Precious Metals	201.00	.00	201.00	201.00	.00	.00	.00	.00
100-50-00-43 80	Per & Fees Damage Reimbursement	828.77	4,654.60	.00	10,039.94	618.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$13,861.49	\$15,934.71	\$11,793.33	\$25,055.56	\$15,618.00	\$9,600.00	\$10,000.00	\$10,500.00
<i>Grants and Donations</i>									
100-50-00-45 10	Grants & Don Grant Funds - Police - Federal	2,432.53	.00	2,955.78	42,562.62	79,050.00	47,364.00	228,111.00	34,981.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Bullet Proof Vest Partnership Reimbursement				1.0000	4,500.00	4,500.00		
Final Budget	COPS grant Office year 1 (100%)				4.0000	48,282.50	193,130.00		
Final Budget	COPS grant Office year 1 (100%) - CUT				4.0000	(48,282.50)	(193,130.00)		
Final Budget	GHSP grant year 3 (50%)				.5000	60,961.00	30,480.50		
<i>Final Budget Totals</i>							\$34,980.50		
100-50-00-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	.00	.00	98,050.00	.00	.00
100-50-00-45 33	Grants & Don Donations - Miscellaneous	.00	.00	1,022.03	.00	.00	.00	.00	.00
<i>Grants and Donations Totals</i>		\$2,432.53	\$0.00	\$3,977.81	\$42,562.62	\$79,050.00	\$145,414.00	\$228,111.00	\$34,981.00
<i>Other Financing Sources</i>									
100-50-00-48 82	Misc Transfer - Special Revenue Fund	.00	.00	10,000.00	.00	.00	.00	.00	.00
<i>Other Financing Sources Totals</i>		\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-50-00-48 50	Misc Other	.00	14,400.00	.00	1,330.00	800.00	.00	.00	.00
100-50-00-48 60	Misc Reimbursable Projects	22.70	500.00	.00	48,000.00	98,064.00	.00	96,000.00	96,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Republican National Convention Reimbursement				1.0000	39,494.87	39,494.87		



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 00 - Non-departmental									
<i>Miscellaneous</i>									
Final Budget	Republican National Convention Reimbursement - CUT					1.0000	(39,494.87)	(39,494.87)	
Final Budget	SRO Reimbursement					2.0000	48,000.00	96,000.00	
									Final Budget Totals
									\$96,000.00
	<i>Miscellaneous Totals</i>	\$22.70	\$14,900.00	\$0.00	\$49,330.00	\$98,864.00	\$0.00	\$96,000.00	\$96,000.00
	Division 00 - Non-departmental Totals	\$17,212.16	\$35,372.96	\$27,433.97	\$126,868.43	\$198,906.00	\$155,014.00	\$334,111.00	\$141,481.00
	Department 50 - Law Enforcement Totals	\$17,212.16	\$35,372.96	\$27,433.97	\$126,868.43	\$198,906.00	\$155,014.00	\$334,111.00	\$141,481.00
Department 52 - Fire Protection									
Division 00 - Non-departmental									
<i>Intergovernmental</i>									
100-52-00-42 55	Intgmtl Claytex Fire District Reimb	1,610,657.66	1,643,579.80	1,235,849.09	2,160,983.67	1,800,000.00	2,014,341.00	.00	2,444,681.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Claytex Fire Service Contract					.5000	4,394,456.00	2,197,228.00	
Final Budget	Overhead support chargeback					1.0000	247,453.00	247,453.00	
									Final Budget Totals
									\$2,444,681.00
100-52-00-42 57	Intgmtl First Responder Reimbursement	11,595.10	6,397.72	15,944.57	24,522.90	.00	23,607.00	27,737.00	35,237.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	JCES First Responder Funding (1700 annual calls)					12.7860	1,700.00	21,736.20	
Final Budget	JCES Monthly stipend					12.0000	500.00	6,000.00	
Final Budget	JCES Technical Rescue Funding					5.0000	1,500.00	7,500.00	
									Final Budget Totals
									\$35,236.20
	<i>Intergovernmental Totals</i>	\$1,622,252.76	\$1,649,977.52	\$1,251,793.66	\$2,185,506.57	\$1,800,000.00	\$2,037,948.00	\$27,737.00	\$2,479,918.00
<i>Permits and Fees</i>									
100-52-00-43 45	Per & Fees Fire Inspection Fees	7,880.00	8,465.00	7,900.00	8,060.00	13,810.00	7,500.00	14,500.00	11,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Fire Inspection Fees					1.0000	14,500.00	14,500.00	
Final Budget	Reduce for COVID 19					1.0000	(3,500.00)	(3,500.00)	
									Final Budget Totals
									\$11,000.00
100-52-00-43 80	Per & Fees Damage Reimbursement	.00	14,976.36	3,489.36	450.00	195.00	.00	.00	.00
	<i>Permits and Fees Totals</i>	\$7,880.00	\$23,441.36	\$11,389.36	\$8,510.00	\$14,005.00	\$7,500.00	\$14,500.00	\$11,000.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 00 - Non-departmental									
Grants and Donations									
100-52-00-45 11	Grants & Don Grant Funds - Fire	.00	.00	.00	.00	.00	.00	1,030,200.00	1,030,200.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	AFG Station 1 Vehicle Bay Exhaust Removal Request					1.0000	60,750.00	60,750.00	
Final Budget	AFG Station 2 Vehicle Bay Exhaust Removal Request					1.0000	53,955.00	53,955.00	
Final Budget	SAFER 15 FF FY20 (3112020-6302020)					1.0000	203,979.00	203,979.00	
Final Budget	SAFER 15 FF FY21 (7012020-6302021)					1.0000	711,516.00	711,516.00	
Final Budget Totals								\$1,030,200.00	
100-52-00-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	25,748.25	.00	.00	.00	.00	.00
100-52-00-45 31	Grants & Don Donations - Fire	1,075.00	1,850.00	425.00	50.00	50.00	.00	.00	.00
Grants and Donations Totals		\$1,075.00	\$1,850.00	\$26,173.25	\$50.00	\$50.00	\$0.00	\$1,030,200.00	\$1,030,200.00
Miscellaneous									
100-52-00-48 25	Misc Hazmat Response Reimbursement	26,268.50	.00	.00	7,244.24	.00	.00	.00	.00
100-52-00-48 26	Misc Fire - Special Services	1,424.00	1,435.00	1,425.00	1,479.00	1,424.00	1,424.00	1,424.00	1,424.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Quarterly State Property Reimbursement					4.0000	356.00	1,424.00	
Final Budget Totals								\$1,424.00	
100-52-00-48 27	Misc Fire District - Other Funding	.00	.00	.00	.00	.00	.00	7,500.00	.00
100-52-00-48 97	Misc Miscellaneous	80.00	.00	.00	350.00	.00	.00	.00	.00
Miscellaneous Totals		\$27,772.50	\$1,435.00	\$1,425.00	\$9,073.24	\$1,424.00	\$1,424.00	\$8,924.00	\$1,424.00
Division 00 - Non-departmental Totals		\$1,658,980.26	\$1,676,703.88	\$1,290,781.27	\$2,203,139.81	\$1,815,479.00	\$2,046,872.00	\$1,081,361.00	\$3,522,542.00
Department 52 - Fire Protection Totals		\$1,658,980.26	\$1,676,703.88	\$1,290,781.27	\$2,203,139.81	\$1,815,479.00	\$2,046,872.00	\$1,081,361.00	\$3,522,542.00
Department 55 - Public Works									
Division 02 - Administration									
Permits and Fees									
100-55-02-43 44	Per & Fees Fines & Citations-Ord. Violation	.00	100.00	.00	.00	.00	.00	.00	.00
100-55-02-43 54	Per & Fees Reimbursement and User Surcharge	350.00	.00	.00	.00	.00	.00	.00	.00
Permits and Fees Totals		\$350.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Miscellaneous									
100-55-02-48 60	Misc Reimbursable Projects	126,176.66	2,360.36	5,004.00	5,004.00	6,690.00	5,004.00	.00	5,004.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	CY 2019 DOT Mowing reimbursement					1.0000	5,004.00	5,004.00	
							Final Budget Totals	\$5,004.00	
100-55-02-48 97	Misc Miscellaneous	10.00	10.00	.00	685.00	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	\$126,186.66	\$2,370.36	\$5,004.00	\$5,689.00	\$6,690.00	\$5,004.00	\$0.00	\$5,004.00
Sub Department 20 - Operations Center									
Permits and Fees									
100-55-02-20-43 80	Per & Fees Damage Reimbursement	4,944.00	.00	738.48	.00	.00	.00	.00	.00
	<i>Permits and Fees Totals</i>	\$4,944.00	\$0.00	\$738.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Department 20 - Operations Center Totals		\$4,944.00	\$0.00	\$738.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 02 - Administration Totals		\$131,480.66	\$2,470.36	\$5,742.48	\$5,689.00	\$6,690.00	\$5,004.00	\$0.00	\$5,004.00
Division 20 - Building Inspections									
Permits and Fees									
100-55-20-43 30	Per & Fees Homeowner's Recovery	3,570.00	6,210.00	5,740.00	6,650.00	6,000.00	4,500.00	4,500.00	4,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	FY21 Estimate Same as FY20 Estimate Due to uncertainty					450.0000	10.00	4,500.00	
							Final Budget Totals	\$4,500.00	
100-55-20-43 32	Per & Fees Building Permits	733,442.16	970,752.22	979,790.27	1,044,711.41	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	5 yr average revenue and anticipated development					1.0000	1,200,000.00	1,200,000.00	
Final Budget	Reduce for impact of COVID 19					1.0000	(200,000.00)	(200,000.00)	
							Final Budget Totals	\$1,000,000.00	
100-55-20-43 33	Per & Fees Building Reinspection Fees	16,075.00	14,705.00	27,160.00	62,050.00	40,000.00	30,000.00	30,000.00	30,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	FY21 Estimate Same as FY20 Estimate Due to uncertainty					1.0000	30,000.00	30,000.00	
							Final Budget Totals	\$30,000.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 20 - Building Inspections									
Permits and Fees									
100-55-20-43 36	Per & Fees Building Inspections (Special)	.00	5,979.72	27,671.63	132,509.13	120,000.00	120,000.00	30,000.00	30,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Novo DAPI Fees - Direct Expenses for FT Inspector on Site					6.0000	5,000.00	30,000.00	
								Final Budget Totals	\$30,000.00
<i>Permits and Fees Totals</i>		\$753,087.16	\$997,646.94	\$1,040,361.90	\$1,245,920.54	\$1,166,000.00	\$1,154,500.00	\$1,064,500.00	\$1,064,500.00
<i>Miscellaneous</i>									
100-55-20-48 97	Misc Miscellaneous	.00	.00	.00	185.00	.00	.00	.00	.00
<i>Miscellaneous Totals</i>		\$0.00	\$0.00	\$0.00	\$185.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 20 - Building Inspections Totals		\$753,087.16	\$997,646.94	\$1,040,361.90	\$1,246,105.54	\$1,166,000.00	\$1,154,500.00	\$1,064,500.00	\$1,064,500.00
<i>Division 51 - Engineering Operations</i>									
<i>Permits and Fees</i>									
100-55-51-43 39	Per & Fees Application Fees	.00	.00	200.00	218,233.75	30,000.00	60,000.00	10,000.00	10,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Estimate of Fees					1.0000	10,000.00	10,000.00	
								Final Budget Totals	\$10,000.00
100-55-51-43 50	Per & Fees Utility Inspection Fees	23,950.50	69,227.25	19,414.50	10,716.00	5,000.00	15,000.00	15,000.00	15,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Wat & Swr Utility Inspection Fees (5 yr average)					1.0000	15,000.00	15,000.00	
								Final Budget Totals	\$15,000.00
100-55-51-43 52	Per & Fees Street Inspection Fees	15,733.50	63,938.50	9,946.50	9,968.00	5,000.00	15,000.00	15,000.00	15,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Construction Document (CD) Application & Review Fees					1.0000	5,000.00	5,000.00	
Final Budget	Road Inspection Fees (5 yr average)					1.0000	10,000.00	10,000.00	
								Final Budget Totals	\$15,000.00
100-55-51-43 80	Per & Fees Damage Reimbursement	.00	.00	549.12	.00	3,088.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$39,684.00	\$133,165.75	\$30,110.12	\$238,917.75	\$43,088.00	\$90,000.00	\$40,000.00	\$40,000.00
Division 51 - Engineering Operations Totals		\$39,684.00	\$133,165.75	\$30,110.12	\$238,917.75	\$43,088.00	\$90,000.00	\$40,000.00	\$40,000.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
<i>Permits and Fees</i>									
100-55-52-43 51	Per & Fees Cemetery Lots	59,520.00	54,455.00	53,470.00	35,890.00	29,000.00	42,000.00	35,000.00	35,000.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget		5 year low		1.0000		35,000.00		35,000.00	
						Final Budget Totals		35,000.00	
<i>Permits and Fees Totals</i>		59,520.00	54,455.00	53,470.00	35,890.00	29,000.00	42,000.00	35,000.00	35,000.00
<i>Sales and Services</i>									
100-55-52-43 53	Per & Fees Cemetery Services	56,350.00	42,100.00	49,150.00	44,350.00	38,000.00	48,000.00	42,000.00	42,000.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget		5 year low		1.0000		42,000.00		42,000.00	
						Final Budget Totals		42,000.00	
<i>Sales and Services Totals</i>		56,350.00	42,100.00	49,150.00	44,350.00	38,000.00	48,000.00	42,000.00	42,000.00
Division 52 - Property Maintenance Operations		115,870.00	96,555.00	102,620.00	80,240.00	67,000.00	90,000.00	77,000.00	77,000.00
Totals									
Division 55 - Streets Operations									
<i>Ad Val</i>									
100-55-55-40 20	Ad Val Motor Vehicle Licenses - CY	.00	.00	.00	.00	525,000.00	408,000.00	528,000.00	540,000.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget		Vehicle Tag Fee		12.0000		45,000.00		540,000.00	
						Final Budget Totals		540,000.00	
<i>Ad Val Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$525,000.00	\$408,000.00	\$528,000.00	\$540,000.00
<i>St Shrd Rev</i>									
100-55-55-41 53	SS Rev. Powell Bill	477,477.47	502,591.35	514,659.97	522,926.63	546,107.00	531,326.00	551,000.00	551,000.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget		Estimate based on FY 2019-20 allocation plus 1%		1.0000		551,000.00		551,000.00	
						Final Budget Totals		551,000.00	
<i>St Shrd Rev Totals</i>		\$477,477.47	\$502,591.35	\$514,659.97	\$522,926.63	\$546,107.00	\$531,326.00	\$551,000.00	\$551,000.00
<i>Permits and Fees</i>									
100-55-55-43 80	Per & Fees Damage Reimbursement	4,400.00	14,543.22	3,985.14	15,414.76	3,249.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$4,400.00	\$14,543.22	\$3,985.14	\$15,414.76	\$3,249.00	\$0.00	\$0.00	\$0.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
Grants and Donations									
100-55-55-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	.00	.00	.00	.00	250,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	RTP Grant-Mountains to the Sea Downtown					1.0000	250,000.00	250,000.00	
							Final Budget Totals	\$250,000.00	
<i>Grants and Donations Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00
<i>Other Financing Sources</i>									
100-55-55-49 84	Other Fin Scs Due from Special Revenue Fund	.00	.00	12,167.06	.00	.00	.00	.00	.00
<i>Other Financing Sources Totals</i>		\$0.00	\$0.00	\$12,167.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-55-55-48 71	Misc Sale of Scrap	.00	.00	.00	293.18	.00	.00	.00	.00
<i>Miscellaneous Totals</i>		\$0.00	\$0.00	\$0.00	\$293.18	\$0.00	\$0.00	\$0.00	\$0.00
<i>Fund Balance and Capital Reserve</i>									
100-55-55-48 98	Misc Powell Bill FB Appropriated	.00	.00	.00	.00	439,761.00	.00	.00	.00
<i>Fund Balance and Capital Reserve Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$439,761.00	\$0.00	\$0.00	\$0.00
Division 55 - Streets Operations Totals		\$481,877.47	\$517,134.57	\$530,812.17	\$538,634.57	\$1,514,117.00	\$939,326.00	\$1,079,000.00	\$1,341,000.00
<i>Division 59 - Sanitation</i>									
<i>Permits and Fees</i>									
100-55-59-43 20	Per & Fees Late Fee Penalties	9,984.12	9,814.76	11,805.48	11,466.04	13,500.00	11,523.00	11,000.00	11,000.00
<i>Permits and Fees Totals</i>		\$9,984.12	\$9,814.76	\$11,805.48	\$11,466.04	\$13,500.00	\$11,523.00	\$11,000.00	\$11,000.00
<i>Sales and Services</i>									
100-55-59-44 00	Sales & Serv Refuse Collection Fees	1,418,076.10	1,511,376.97	1,562,283.94	1,732,158.74	2,000,000.00	1,992,600.00	2,174,653.00	2,174,653.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	8835 Solid Waste Customers x 12 months					106,020.0000	20.50	2,173,410.00	
Final Budget	Bad Debts (.1%)					(1.0000)	2,177.00	(2,177.00)	
Final Budget	Smith Street Apartment Dumpster Fees					12.0000	285.00	3,420.00	
							Final Budget Totals	\$2,174,653.00	
<i>Sales and Services Totals</i>		\$1,418,076.10	\$1,511,376.97	\$1,562,283.94	\$1,732,158.74	\$2,000,000.00	\$1,992,600.00	\$2,174,653.00	\$2,174,653.00
Division 59 - Sanitation Totals		\$1,428,060.22	\$1,521,191.73	\$1,574,089.42	\$1,743,624.78	\$2,013,500.00	\$2,004,123.00	\$2,185,653.00	\$2,185,653.00
Department 55 - Public Works Totals		\$2,950,059.51	\$3,268,164.35	\$3,283,736.09	\$3,853,211.64	\$4,810,395.00	\$4,282,953.00	\$4,446,153.00	\$4,713,157.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
Permits and Fees									
100-60-02-43 06	Per & Fees Facility Rental	.00	.00	33,192.50	29,447.50	30,837.00	28,400.00	31,050.00	28,400.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Adjust to prior year level for COVID 19					1.0000	(2,650.00)	(2,650.00)	
Final Budget	Baseball/Softball Field Rentals					105.0000	40.00	4,200.00	
Final Budget	CCP Tournament Rentals - NCUSSA/NC Top Gun					8.0000	1,500.00	12,000.00	
Final Budget	ECCP Baseball Game Rentals					20.0000	80.00	1,600.00	
Final Budget	ECCP Rugby Rentals					1.0000	1,750.00	1,750.00	
Final Budget	ECCP Soccer Game Field Rentals					40.0000	100.00	4,000.00	
Final Budget	NRFA/JUSA Field Rental - Fall 2020					1.0000	2,500.00	2,500.00	
Final Budget	NRFA/JUSA Field Rental - Spring 2021					1.0000	5,000.00	5,000.00	
							Final Budget Totals	\$28,400.00	
100-60-02-43 09	Per & Fees Special Events Revenue	.00	.00	.00	.00	1,015.00	.00	1,200.00	8,350.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Clayton Road Race					1.0000	6,500.00	6,500.00	
Final Budget	Hayride					1.0000	650.00	650.00	
Final Budget	Special Event Fees					1.0000	1,200.00	1,200.00	
							Final Budget Totals	\$8,350.00	
<i>Permits and Fees Totals</i>		\$0.00	\$0.00	\$33,192.50	\$29,447.50	\$31,852.00	\$28,400.00	\$32,250.00	\$36,750.00
<i>Sales and Services</i>									
100-60-02-44 39	Sales & Serv Recreation: Picnic Shelter Rent	3,558.00	3,205.00	5,341.80	3,035.00	495.00	3,750.00	3,000.00	3,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Shelter Rental (5 year average)					12.0000	250.00	3,000.00	
							Final Budget Totals	\$3,000.00	
100-60-02-44 42	Sales & Serv Clayton Community Center Rentals	3,412.55	9,095.75	7,025.00	7,169.00	3,605.00	7,980.00	2,960.00	2,960.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Gym rentals					40.0000	50.00	2,000.00	
Final Budget	Room rentals					24.0000	40.00	960.00	
							Final Budget Totals	\$2,960.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
Sales and Services									
100-60-02-44 44	Sales & Serv Membership Fees - Resident	10,067.00	10,360.05	9,827.04	9,578.61	325.00	9,000.00	250.00	250.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					50.0000	5.00	250.00	
								Final Budget Totals	\$250.00
100-60-02-44 53	Sales & Serv Membership Fees - Nonresident	36,502.00	36,522.10	33,926.46	34,244.53	15,021.00	33,225.00	16,925.00	16,925.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					25.0000	200.00	5,000.00	
	Final Budget					5.0000	125.00	625.00	
	Final Budget					50.0000	5.00	250.00	
	Final Budget					40.0000	30.00	1,200.00	
	Final Budget					180.0000	20.00	3,600.00	
	Final Budget					70.0000	75.00	5,250.00	
	Final Budget					100.0000	10.00	1,000.00	
								Final Budget Totals	\$16,925.00
<i>Sales and Services Totals</i>		\$53,539.55	\$59,182.90	\$56,120.30	\$54,027.14	\$19,446.00	\$53,955.00	\$23,135.00	\$23,135.00
<i>Grants and Donations</i>									
100-60-02-45 12	Grants & Don Grant Funds - Recreation	41,237.61	.00	.00	.00	750.00	.00	1,040,668.00	361,815.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	111,815.00	111,815.00	
	Final Budget					1.0000	250,000.00	250,000.00	
								Final Budget Totals	\$361,815.00
100-60-02-45 32	Grants & Don Donations - Recreation	25.00	500.00	5,084.00	500.00	778.00	500.00	500.00	500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
								Final Budget Totals	\$500.00
<i>Grants and Donations Totals</i>		\$41,262.61	\$500.00	\$5,084.00	\$500.00	\$1,528.00	\$500.00	\$1,041,168.00	\$362,315.00
<i>Miscellaneous</i>									
100-60-02-48 35	Misc Special Events Damage Deposit	.00	.00	.00	.00	375.00	.00	.00	.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
<i>Miscellaneous</i>									
100-60-02-48 97	Misc Miscellaneous	232.65	197.10	.00	.00	.00	.00	.00	.00
<i>Miscellaneous Totals</i>		<u>\$232.65</u>	<u>\$197.10</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$375.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Division 02 - Administration Totals		<u>\$95,034.81</u>	<u>\$59,880.00</u>	<u>\$94,396.80</u>	<u>\$83,974.64</u>	<u>\$53,201.00</u>	<u>\$82,855.00</u>	<u>\$1,096,553.00</u>	<u>\$422,200.00</u>
Division 70 - Youth Athletics									
<i>Permits and Fees</i>									
100-60-70-43 06	Per & Fees Facility Rental	28,305.00	26,269.50	.00	.00	.00	.00	.00	.00
100-60-70-43 90	Per & Fees Recreation: Sponsor Fees	4,000.00	4,625.00	4,105.00	5,750.00	200.00	39,700.00	15,125.00	15,125.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Field Advertisement Signs Sponsors					15.0000	500.00		7,500.00
Final Budget	New Team Sponsors					8.0000	250.00		2,000.00
Final Budget	Repeat Sponsors					25.0000	225.00		5,625.00
Final Budget Totals									<u>\$15,125.00</u>
<i>Permits and Fees Totals</i>		<u>\$32,305.00</u>	<u>\$30,894.50</u>	<u>\$4,105.00</u>	<u>\$5,750.00</u>	<u>\$200.00</u>	<u>\$39,700.00</u>	<u>\$15,125.00</u>	<u>\$15,125.00</u>
<i>Sales and Services</i>									
100-60-70-44 29	Sales & Serv Out of Town Resident Surcharge	.00	.00	.00	(35.00)	.00	.00	.00	.00
100-60-70-44 30	Sales & Serv Recreation: Miscellaneous	.00	.00	.00	(35.00)	.00	.00	.00	.00
100-60-70-44 31	Sales & Serv Recreation: Concessions	2,252.00	2,710.60	3,826.72	5,975.26	2,970.00	4,498.00	4,560.00	4,560.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Concession Rental for CCP & Legend Parks					1.0000	4,560.00		4,560.00
Final Budget Totals									<u>\$4,560.00</u>
100-60-70-44 32	Sales & Serv Recreation: Athletics Res	20,669.90	22,923.30	22,898.94	32,704.75	21,927.00	27,393.00	30,885.00	27,393.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Reduce to prior year level for COVID 19					1.0000	(3,492.00)		(3,492.00)
Final Budget	Youth Athletic Participants - Residents - Baseball					113.0000	40.00		4,520.00
Final Budget	Youth Athletic Participants - Residents - Basketball					391.5000	40.00		15,660.00
Final Budget	Youth Athletic Participants - Residents - Soccer					136.0000	30.00		4,080.00
Final Budget	Youth Athletic Participants - Residents - Softball					48.0000	40.00		1,920.00
Final Budget	Youth Athletic Participants - Residents - T-Ball					67.5000	30.00		2,025.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 70 - Youth Athletics									
Sales and Services									
	Final Budget					67,000.00	40.00	2,680.00	
								Final Budget Totals	\$27,393.00
100-60-70-44 33	Sales & Serv Recreation: Athletics Non Res	31,428.60	33,036.32	38,556.35	43,342.53	34,685.00	41,025.00	50,400.00	41,025.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	(9,375.00)	(9,375.00)	
	Final Budget					92.5000	80.00	7,400.00	
	Final Budget					364.0000	80.00	29,120.00	
	Final Budget					78.0000	60.00	4,680.00	
	Final Budget					38.0000	80.00	3,040.00	
	Final Budget					42.0000	60.00	2,520.00	
	Final Budget					45.5000	80.00	3,640.00	
								Final Budget Totals	\$41,025.00
	<i>Sales and Services Totals</i>	\$54,350.50	\$58,670.22	\$65,282.01	\$81,952.54	\$59,582.00	\$72,916.00	\$85,845.00	\$72,978.00
	Division 70 - Youth Athletics Totals	\$86,655.50	\$89,564.72	\$69,387.01	\$87,702.54	\$59,782.00	\$112,616.00	\$100,970.00	\$88,103.00
Division 71 - Adult Athletics									
Permits and Fees									
100-60-71-43 06	Per & Fees Facility Rental	150.00	50.00	172.50	.00	.00	100.00	.00	.00
100-60-71-43 90	Per & Fees Recreation: Sponsor Fees	9,785.00	12,890.00	16,107.50	16,883.17	13,725.00	26,700.00	22,500.00	22,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					10.0000	450.00	4,500.00	
	Final Budget					10.0000	400.00	4,000.00	
	Final Budget					10.0000	400.00	4,000.00	
	Final Budget					8.0000	500.00	4,000.00	
	Final Budget					8.0000	500.00	4,000.00	
	Final Budget					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$22,500.00
	<i>Permits and Fees Totals</i>	\$9,935.00	\$12,940.00	\$16,280.00	\$16,883.17	\$13,725.00	\$26,800.00	\$22,500.00	\$22,500.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 71 - Adult Athletics									
Sales and Services									
100-60-71-44 33	Sales & Serv Recreation: Athletics Non Res	1,250.00	1,302.00	1,205.00	500.00	932.00	1,875.00	1,625.00	1,625.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Non-Residents Fee					65.0000	25.00	1,625.00	
								Final Budget Totals	\$1,625.00
100-60-71-44 38	Sales & Serv Recreation: Special Projects	74.00	.00	.00	.00	.00	.00	.00	.00
Sales and Services Totals									
		\$1,324.00	\$1,302.00	\$1,205.00	\$500.00	\$932.00	\$1,875.00	\$1,625.00	\$1,625.00
Division 71 - Adult Athletics Totals									
		\$11,259.00	\$14,242.00	\$17,485.00	\$17,383.17	\$14,657.00	\$28,675.00	\$24,125.00	\$24,125.00
Division 73 - Programs and Classes									
Sales and Services									
100-60-73-44 34	Sales & Serv Recreation: Senior Trips	332.00	682.10	130.00	.00	.00	1,000.00	3,120.00	3,120.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Non-resident Revenue					24.0000	60.00	1,440.00	
Final Budget	Resident Revenue					56.0000	30.00	1,680.00	
								Final Budget Totals	\$3,120.00
100-60-73-44 35	Sales & Serv Recreation: Youth Council Trips	52.00	370.00	310.00	552.00	1,115.00	200.00	4,350.00	4,350.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Clayton Youth Council Membership Dues					50.0000	15.00	750.00	
Final Budget	CYC Programs (PNO, Car Wash Etc.)					4.0000	300.00	1,200.00	
Final Budget	Overnight Conference Fee's					24.0000	100.00	2,400.00	
								Final Budget Totals	\$4,350.00
100-60-73-44 36	Sales & Serv Recreation: Programs Res	129,266.25	137,362.42	154,258.50	165,904.25	50,225.00	133,000.00	280,400.00	280,400.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	After School					200.0000	110.00	22,000.00	
Final Budget	Champions in Motion					2,500.0000	9.00	22,500.00	
Final Budget	Classes - Art, pottery, tennis, nature					360.0000	50.00	18,000.00	
Final Budget	Fitness Classes					720.0000	20.00	14,400.00	
Final Budget	School Year Camps and Days off					50.0000	70.00	3,500.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 73 - Programs and Classes									
Sales and Services									
	Final Budget					2,000.0000	100.00	200,000.00	
	Summer Camps								
								Final Budget Totals	\$280,400.00
100-60-73-44 37	Sales & Serv Recreation: Programs Non Res	60,224.90	71,515.66	73,185.05	71,463.88	29,422.00	75,000.00	91,220.00	91,220.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					18.0000	165.00	2,970.00	
	Final Budget					300.0000	50.00	15,000.00	
	Final Budget					400.0000	30.00	12,000.00	
	Final Budget					10.0000	125.00	1,250.00	
	Final Budget					400.0000	150.00	60,000.00	
								Final Budget Totals	\$91,220.00
100-60-73-44 38	Sales & Serv Recreation: Special Projects	895.00	960.00	1,332.00	225.00	662.00	750.00	650.00	650.00
100-60-73-44 40	Sales & Serv Recreation: Trips - Misc	.00	.00	.00	.00	3,500.00	11,500.00	.00	.00
100-60-73-44 45	Sales & Serv Annual Road Race	8,535.00	7,330.00	5,415.00	7,182.10	.00	6,200.00	6,500.00	6,500.00
	Sales and Services Totals	\$199,305.15	\$218,220.18	\$234,630.55	\$245,327.23	\$84,924.00	\$227,650.00	\$386,240.00	\$386,240.00
	Division 73 - Programs and Classes Totals	\$199,305.15	\$218,220.18	\$234,630.55	\$245,327.23	\$84,924.00	\$227,650.00	\$386,240.00	\$386,240.00
	Department 60 - Parks & Recreational Services Totals	\$392,254.46	\$381,906.90	\$415,899.36	\$434,387.58	\$212,564.00	\$451,796.00	\$1,607,888.00	\$920,668.00
Department 65 - Cultural and Performing Arts									
Division 02 - Administration									
Sales and Services									
100-65-02-44 421	Sales & Serv Value Added Services	.00	.00	.00	4,770.00	6,671.00	7,200.00	4,800.00	4,500.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					75.0000	60.00	4,500.00	
								Final Budget Totals	\$4,500.00
100-65-02-44 43	Sales & Serv Clayton Center Merchandise Sales	801.00	871.00	140.00	190.00	.00	.00	.00	.00
100-65-02-44 50	Sales & Serv Clayton Center Sales and Rentals	.00	.00	(500.00)	.00	.00	.00	.00	.00



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	65 - Cultural and Performing Arts								
Division	02 - Administration								
	<i>Sales and Services</i>								
100-65-02-44 52	Sales & Serv Cultural Arts	56,454.64	47,303.34	78,819.83	73,028.33	40,700.00	70,700.00	117,070.00	52,052.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Black Market Trust-February					364.0000	30.00	10,920.00	
Final Budget	Celtic Tenors-March					364.0000	33.00	12,012.00	
Final Budget	Daly and Vincent-April					364.0000	30.00	10,920.00	
Final Budget	Robert Cray October (February if rescheduled)					364.0000	50.00	18,200.00	
								Final Budget Totals	\$52,052.00
<i>Sales and Services Totals</i>		\$57,255.64	\$48,174.34	\$78,459.83	\$77,988.33	\$47,371.00	\$77,900.00	\$121,870.00	\$56,552.00
<i>Grants and Donations</i>									
100-65-02-45 20	Grants & Don Grant Funds - Miscellaneous	5,071.00	1,500.00	10,000.00	20,000.00	.00	.00	.00	.00
<i>Grants and Donations Totals</i>		\$5,071.00	\$1,500.00	\$10,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 02 - Administration Totals		\$62,326.64	\$49,674.34	\$88,459.83	\$97,988.33	\$47,371.00	\$77,900.00	\$121,870.00	\$56,552.00
Division	75 - Facility Enterprises								
	<i>Sales and Services</i>								
100-65-75-44 420	Sales & Serv Staff Services Support	42,662.28	44,016.45	38,189.31	53,533.86	33,771.00	39,805.00	55,513.00	15,501.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Custodial services-rentals					245.0000	16.50	4,042.50	
Final Budget	Other-PT Staff					1.0000	11,458.00	11,458.00	
								Final Budget Totals	\$15,500.50
100-65-75-44 421	Sales & Serv Value Added Services	11,603.74	6,504.22	5,335.61	8,594.91	4,250.00	4,150.00	2,800.00	1,760.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Dance Floor					2.0000	400.00	800.00	
Final Budget	Linens					1.0000	960.00	960.00	
								Final Budget Totals	\$1,760.00
100-65-75-44 50	Sales & Serv Clayton Center Sales and Rentals	91,116.88	99,992.14	100,912.56	113,737.07	75,486.00	88,475.00	90,475.00	49,200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Churches					1.0000	19,600.00	19,600.00	
Final Budget	Dance Competitions/Pageants					1.0000	7,000.00	7,000.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 65 - Cultural and Performing Arts									
Division 75 - Facility Enterprises									
Sales and Services									
Final Budget	Meetings (HOAs, Little League, Expos,etc)					1.0000	14,000.00	14,000.00	
Final Budget	Outside presenters/promoters-Auditorium related					1.0000	4,200.00	4,200.00	
Final Budget	Wedding/Celebrations					1.0000	4,400.00	4,400.00	
							Final Budget Totals	\$49,200.00	
<i>Sales and Services Totals</i>		\$145,382.90	\$150,512.81	\$144,437.48	\$175,865.84	\$113,507.00	\$132,430.00	\$148,788.00	\$66,461.00
Division 75 - Facility Enterprises Totals		\$145,382.90	\$150,512.81	\$144,437.48	\$175,865.84	\$113,507.00	\$132,430.00	\$148,788.00	\$66,461.00
Department 65 - Cultural and Performing Arts Totals		\$207,709.54	\$200,187.15	\$232,897.31	\$273,854.17	\$160,878.00	\$210,330.00	\$270,658.00	\$123,013.00
Department 68 - Library Operations									
Division 02 - Administration									
St Shrd Rev									
100-68-02-41 60	SS Rev. State Library Aid	11,180.00	11,636.00	12,468.00	13,363.00	14,487.00	13,363.00	14,487.00	14,487.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	State Aid (December - June)					7.0000	1,207.25	8,450.75	
Final Budget	State Aid (July -November)					5.0000	1,207.25	6,036.25	
							Final Budget Totals	\$14,487.00	
<i>St Shrd Rev Totals</i>		\$11,180.00	\$11,636.00	\$12,468.00	\$13,363.00	\$14,487.00	\$13,363.00	\$14,487.00	\$14,487.00
<i>Permits and Fees</i>									
100-68-02-43 91	Per & Fees Library Card Fees	16,942.80	19,387.40	16,705.00	16,016.95	11,500.00	13,000.00	15,500.00	6,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Adjustment for trend					1.0000	2,000.00	2,000.00	
Final Budget	Nonresident 3-Month Card					45.0000	10.00	450.00	
Final Budget	Nonresident 6-Month Card					50.0000	15.00	750.00	
Final Budget	Nonresident Annual Membership					128.0000	25.00	3,200.00	
Final Budget	Nonresident Day Pass					20.0000	5.00	100.00	
							Final Budget Totals	\$6,500.00	
100-68-02-43 95	Per & Fees Library Fees	7,629.78	3,767.52	5,445.49	6,239.92	4,122.00	5,000.00	5,000.00	1,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Library Fees - Overdues, Lost Books, Damaged					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$1,500.00	



Detail Revenue Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
Permits and Fees									
100-68-02-43 96	Per & Fees	3,579.60	3,522.75	3,431.05	4,064.20	3,339.00	3,500.00	4,000.00	2,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Public copy fees - adding color option					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$2,000.00
<i>Permits and Fees Totals</i>		\$28,152.18	\$26,677.67	\$25,581.54	\$26,321.07	\$18,961.00	\$21,500.00	\$24,500.00	\$10,000.00
<i>Grants and Donations</i>									
100-68-02-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	.00	39,554.00	5,832.00	6,832.00	6,270.00	6,270.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Let's Talk About It Grant					1.0000	1,000.00	1,000.00	
Final Budget	LSTA Active Reading Experiences Grant					1.0000	5,270.00	5,270.00	
								Final Budget Totals	\$6,270.00
100-68-02-45 60	Grants & Don Donations - Library	431.30	261.00	7,976.42	15,014.71	20,151.00	23,296.00	21,740.00	19,740.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Friends of the Library Donation for DFI Contract					1.0000	5,000.00	5,000.00	
Final Budget	Friends of the Library Program Donations					1.0000	11,740.00	11,740.00	
Final Budget	Other Donations					1.0000	5,000.00	5,000.00	
Final Budget	Reduce other donations due to COVID 19					1.0000	(2,000.00)	(2,000.00)	
								Final Budget Totals	\$19,740.00
<i>Grants and Donations Totals</i>		\$431.30	\$261.00	\$7,976.42	\$54,568.71	\$25,983.00	\$30,128.00	\$28,010.00	\$26,010.00
Division 02 - Administration Totals		\$39,763.48	\$38,574.67	\$46,025.96	\$94,252.78	\$59,431.00	\$64,991.00	\$66,997.00	\$50,497.00
Department 68 - Library Operations Totals		\$39,763.48	\$38,574.67	\$46,025.96	\$94,252.78	\$59,431.00	\$64,991.00	\$66,997.00	\$50,497.00
Fund 100 - GF Totals		\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00
Net Grand Totals		\$20,262,607.24	\$21,484,280.36	\$22,340,027.21	\$26,352,689.45	\$31,377,218.00	\$31,274,916.00	\$30,706,305.00	\$31,754,221.00

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**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: General Government
Division:**

General Government Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$728,614.33	\$754,329.54	\$799,502.89	\$728,493.08	\$769,152.00	\$815,400.00	\$762,703.00	\$797,430.00
Benefits - Personnel - Benefits	\$216,543.92	\$223,884.46	\$223,110.79	\$220,346.71	\$249,699.00	\$264,654.00	\$261,186.00	\$272,626.00
Contract Serv - Contractual Services	\$398,146.78	\$381,693.53	\$529,894.59	\$289,168.55	\$477,175.00	\$459,718.00	\$542,653.00	\$463,368.00
Op Exp - Operating Expenses	\$418,347.57	\$432,433.04	\$454,185.76	\$478,114.29	\$586,689.00	\$567,578.00	\$658,713.00	\$671,483.00
Prgms - Programs	\$31,528.43	\$21,011.28	\$18,386.89	\$21,700.23	\$25,050.00	\$25,050.00	\$24,650.00	\$24,650.00
Sp App - Special Appropriations	\$21,960.00	\$45,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$330,115.00
Debt Service - Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cap Outlay - Capital Outlay	\$391,547.60	\$100,651.05	\$226,938.05	\$308,429.89	\$85,000.00	\$103,390.00	\$991,000.00	\$332,000.00
Misc - Miscellaneous	(\$362,863.11)	(\$473,252.85)	(\$607,004.04)	(\$442,989.92)	\$1,087,659.00	\$1,107,659.00	(\$752,830.00)	(\$732,830.00)
Fund Total: GF	(\$1,843,825.52)	(\$1,485,750.05)	(\$1,665,014.93)	(\$1,623,262.83)	(\$3,300,424.00)	(\$3,363,449.00)	(\$2,508,075.00)	(\$2,158,842.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$1,843,825.52	\$1,485,750.05	\$1,665,014.93	\$1,623,262.83	\$3,300,424.00	\$3,363,449.00	\$2,508,075.00	\$2,158,842.00
Net Grand Totals:	(\$1,843,825.52)	(\$1,485,750.05)	(\$1,665,014.93)	(\$1,623,262.83)	(\$3,300,424.00)	(\$3,363,449.00)	(\$2,508,075.00)	(\$2,158,842.00)

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Government
Division: Non-Departmental**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 00 - Non-departmental									
Operating Expenses									
100-40-00-53 00	Op Exp Insurance and Bonds	(20,585.00)	(16,867.00)	(33,777.41)	(6,131.70)	24,949.00	20,000.00	.00	25,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Reserve for WC Actual					1.0000	25,000.00	25,000.00	
								Final Budget Totals	\$25,000.00
	<i>Operating Expenses Totals</i>	(\$20,585.00)	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$24,949.00	\$20,000.00	\$0.00	\$25,000.00
<i>Special Appropriations</i>									
100-40-00-55 00	Spec App Salary Reserve	.00	.00	.00	.00	.00	.00	.00	310,115.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	COLA					1.0000	76,187.00	76,187.00	
Final Budget	Merit					1.0000	233,928.00	233,928.00	
								Final Budget Totals	\$310,115.00
	<i>Special Appropriations Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$310,115.00
<i>Miscellaneous</i>									
100-40-00-59 04	Misc HRA Deductible Allowance	97,658.15	.00	.00	.00	.00	.00	.00	.00
100-40-00-59 23	Misc Transfer to Capital Project Fund	.00	.00	.00	.00	1,650,190.00	1,650,190.00	.00	.00
100-40-00-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	.00	(666.00)	(666.00)
100-40-00-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	.00	.00	(1,761.00)	(1,761.00)
100-40-00-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(401.00)	(401.00)
100-40-00-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	.00	.00	(1,188.00)	(1,188.00)
	<i>Miscellaneous Totals</i>	\$97,658.15	\$0.00	\$0.00	\$0.00	\$1,650,190.00	\$1,650,190.00	(\$4,016.00)	(\$4,016.00)
Division 00 - Non-departmental Totals		\$77,073.15	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$1,675,139.00	\$1,670,190.00	(\$4,016.00)	\$331,099.00
Department 40 - General Government Totals		\$77,073.15	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$1,675,139.00	\$1,670,190.00	(\$4,016.00)	\$331,099.00
Fund 100 - GF Totals		\$77,073.15	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$1,675,139.00	\$1,670,190.00	(\$4,016.00)	\$331,099.00
Net Grand Totals		\$77,073.15	(\$16,867.00)	(\$33,777.41)	(\$6,131.70)	\$1,675,139.00	\$1,670,190.00	(\$4,016.00)	\$331,099.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: General Government
Division: Legislative and Town Clerk**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Deputy Town Clerk graduated UNC School of Government – Municipal Clerk Certification 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Hosted numerous events (School Visits, Workshops, Webinars, Advisory Board Appreciation Event) 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Participated in all advisory board interviews 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Created and submitted policy for digital records 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Participated in several panels for selection of new employees 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Coordinated annual meeting and swearing in ceremony of Town Council 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Staffed four advisory boards to include agenda creation, meeting attendance, meeting notification and minute preparation 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Issued Oath of Office to numerous town officials 	Think Growth. Think Balance



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 01 - Legislative and Town Clerk									
Personnel - Salaries									
100-40-01-50 00	Salaries Full-time	56,291.07	76,487.06	94,264.18	106,097.82	110,372.00	109,070.00	110,109.00	110,109.00
100-40-01-50 02	Salaries Part-time	.00	.00	.00	3,664.86	2,682.00	.00	2,516.00	2,516.00
100-40-01-50 021	Salaries Part-time w/Benefits	22,819.47	11,332.08	.00	24,511.75	19,749.00	35,991.00	21,882.00	21,882.00
100-40-01-50 06	Salaries Council	42,391.68	44,492.76	46,203.71	47,220.44	48,180.00	47,777.00	47,556.00	47,556.00
100-40-01-50 50	Salaries Cashout	8,375.76	8,375.76	8,375.76	6,281.82	4,188.00	4,188.00	4,188.00	4,188.00
	<i>Personnel - Salaries Totals</i>	\$129,877.98	\$140,687.66	\$148,843.65	\$187,776.69	\$185,171.00	\$197,026.00	\$186,251.00	\$186,251.00
Personnel - Benefits									
100-40-01-51 00	Benefits Longevity	450.00	550.00	700.00	800.00	950.00	950.00	1,100.00	1,100.00
100-40-01-51 10	Benefits FICA	8,984.93	9,803.82	10,759.68	13,699.87	14,001.00	15,149.00	14,329.00	14,329.00
100-40-01-51 11	Benefits Group Insurance - Health	42,424.36	43,578.21	32,033.87	42,742.27	48,979.00	51,564.00	48,277.00	48,277.00
100-40-01-51 15	Benefits Life Insurance	333.30	458.55	573.81	488.53	533.00	410.00	793.00	793.00
100-40-01-51 20	Benefits Retirement - General Employees	5,365.21	6,432.74	7,156.13	10,202.84	11,746.00	13,055.00	13,463.00	13,463.00
100-40-01-51 30	Benefits 401K - General Employees	2,208.86	3,046.92	3,786.51	4,006.95	4,366.00	4,386.00	4,436.00	4,436.00
	<i>Personnel - Benefits Totals</i>	\$59,766.66	\$63,870.24	\$55,010.00	\$71,940.46	\$80,575.00	\$85,514.00	\$82,398.00	\$82,398.00
Contractual Services									
100-40-01-56 00	Cont Serv Professional Services	.00	.00	.00	.00	6,350.00	6,340.00	20,100.00	10,100.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	Interpreter for Council meeting	1.0000	100.00	100.00
Final Budget	Public Record Request Searches (email via VC3)	1.0000	20,000.00	20,000.00
Final Budget	Public Record Request Searches - REDUCE	1.0000	(10,000.00)	(10,000.00)
			Final Budget Totals	\$10,100.00

100-40-01-56 11	Cont Serv Contract Services	17,485.97	19,466.54	14,758.05	21,840.13	25,000.00	25,160.00	24,453.00	22,953.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	Code of Supplement to Town Code of Ords	1.0000	5,000.00	5,000.00
Final Budget	Fee to host Town Code of Ordinances on-line (ALP)	1.0000	375.00	375.00
Final Budget	Fee to host Town Council minutes on-line (ALP)	1.0000	275.00	275.00
Final Budget	Fee to update Town Code of Ordinances on-line when amended (ALP)	1.0000	475.00	475.00
Final Budget	iCompass Audio Manager	1.0000	2,613.00	2,613.00
Final Budget	iCompass Board Manager - DEFER	1.0000	(1,500.00)	(1,500.00)
Final Budget	iCompass Board Manager - NEW	1.0000	1,500.00	1,500.00
Final Budget	iCompass Meeting Manager Pro	1.0000	10,500.00	10,500.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 01 - Legislative and Town Clerk									
Contractual Services									
Final Budget	Pro Shred, Annual Disposition					1.0000	850.00	850.00	
Final Budget	Pro Shred, Regular Pick up					13.0000	105.00	1,365.00	
Final Budget	Uploading Council Minutes on-line (ALP)					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$22,953.00	
<i>Contractual Services Totals</i>		\$17,485.97	\$19,466.54	\$14,758.05	\$21,840.13	\$31,350.00	\$31,500.00	\$44,553.00	\$33,053.00
Operating Expenses									
100-40-01-52 00	Op Exp Copy Expense	.00	.00	.00	.00	45.00	48.00	48.00	48.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Microfilm Minutes					3.0000	16.00	48.00	
							Final Budget Totals	\$48.00	
100-40-01-52 01	Op Exp Postage and Shipping Expense	140.94	98.30	.00	.00	100.00	100.00	100.00	100.00
100-40-01-52 16	Op Exp Telephone Exp - Mobile	1,091.99	1,092.09	794.52	678.43	964.00	964.00	3,780.00	3,780.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Council Member Bunn					12.0000	45.00	540.00	
Final Budget	Council Member Everett					12.0000	45.00	540.00	
Final Budget	Council Member Grannis					12.0000	45.00	540.00	
Final Budget	Council Member Holder					12.0000	45.00	540.00	
Final Budget	Council Member Thompson					12.0000	45.00	540.00	
Final Budget	MP Mayor					12.0000	45.00	540.00	
Final Budget	Town Clerk Stipend					12.0000	45.00	540.00	
							Final Budget Totals	\$3,780.00	
100-40-01-52 25	Op Exp Advertising Expense	522.65	56.44	641.85	1,234.54	1,200.00	1,300.00	1,300.00	1,300.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Notice for Public Hearing on Fiscal Budget					2.0000	75.00	150.00	
Final Budget	Notice of Open Recruitment for Citizen Boards					1.0000	100.00	100.00	
Final Budget	Public Forum/Citizen Input					2.0000	75.00	150.00	
Final Budget	Street Closing (once a week for four successive weeks)					4.0000	200.00	800.00	
Final Budget	Vehicle for Hire					2.0000	50.00	100.00	
							Final Budget Totals	\$1,300.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **40 - General Government**
 Division **01 - Legislative and Town Clerk**
 Operating Expenses

100-40-01-52 26	Op Exp Professional Development	9,537.63	11,601.48	12,410.44	10,971.03	15,300.00	15,330.00	16,130.00	9,230.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Council - Various Chamber Events			20.0000	10.00	200.00			
Final Budget	Council -Clayton Chamber Banquet - January 2021			7.0000	40.00	280.00			
Final Budget	Council -Jo Co Quarter Mayor Mtg, Hosted in Clayton			1.0000	150.00	150.00			
Final Budget	Council -NCLM Annual Conf , May 2021 Location TBD			2.0000	1,000.00	2,000.00			
Final Budget	Council -NCLM Town & State Dinner			7.0000	75.00	525.00			
Final Budget	CUT - Electricities Annual Conference 2020			2.0000	(1,750.00)	(3,500.00)			
Final Budget	ElectriCities Annual Conference 2020 - Wilmington NC			2.0000	1,750.00	3,500.00			
Final Budget	Electricities Connection Summit - February 2021 TBD			1.0000	750.00	750.00			
Final Budget	Mayor -NCLM Board of Directors Mtg, TBD			1.0000	400.00	400.00			
Final Budget	SOG Misc. Council Training			7.0000	75.00	525.00			
Final Budget	Staff -Annual City & County Clerk Academy REDUCE			1.0000	(1,000.00)	(1,000.00)			
Final Budget	Staff -Annual City & County Clerk Academy, RTP, NC January 2021			2.0000	700.00	1,400.00			
Final Budget	Staff -NCAMC Annual Academy - CUT			2.0000	(1,200.00)	(2,400.00)			
Final Budget	Staff -NCAMC Annual Academy,August 2020 - Wrightsville Beach, NC			2.0000	1,200.00	2,400.00			
Final Budget	Staff NCAMC One-Day Regional Academy, Spring 2021 - Location TBD			2.0000	100.00	200.00			
Final Budget	Town Council Retreat			1.0000	3,500.00	3,500.00			
Final Budget	Webinar Training Quasi-Judicial - SOG			2.0000	150.00	300.00			
						Final Budget Totals	\$9,230.00		

100-40-01-52 27	Op Exp Local Mileage	5,080.27	5,274.52	4,673.55	4,954.67	5,000.00	5,000.00	5,000.00	5,000.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Council (misc fuel reimbursement)			1.0000	200.00	200.00			
Final Budget	Council Meeting Stipend			12.0000	360.00	4,320.00			
Final Budget	Town Clerk/Deputy Town Clerk			12.0000	40.00	480.00			
						Final Budget Totals	\$5,000.00		

100-40-01-52 28	Op Exp Elections	11,653.69	.00	11,493.72	78.99	15,500.00	15,500.00	.00	.00
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100-40-01-52 60	Op Exp Equipment Purchase	298.62	.00	705.93	.00	.00	.00	.00	.00
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100-40-01-52 62	Op Exp Dues and Subscriptions	384.00	465.38	753.16	713.52	38,000.00	38,155.00	44,460.00	44,460.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Admin & Financial Laws for Local Gov't			1.0000	125.00	125.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	40 - General Government								
Division	01 - Legislative and Town Clerk								
<i>Operating Expenses</i>									
Final Budget	CAMPO Dues					1.0000	13,000.00	13,000.00	
Final Budget	Clayton Chamber of Commerce					1.0000	475.00	475.00	
Final Budget	IIMC Annual Membership Dues Clerk					1.0000	175.00	175.00	
Final Budget	IIMC Annual Membership Dues Deputy Clerk					1.0000	125.00	125.00	
Final Budget	Municipal Mayor Association					1.0000	350.00	350.00	
Final Budget	NC Association of Municipal Clerks - Annual Deputy Clerk Dues					1.0000	80.00	80.00	
Final Budget	NC Association of Municipal Clerks - Annual Clerk Dues					1.0000	80.00	80.00	
Final Budget	NC GS, Volume 27 (Chapter 160A)					1.0000	150.00	150.00	
Final Budget	NCLM Annual Dues					1.0000	18,500.00	18,500.00	
Final Budget	School of Government Annual Membership					1.0000	2,900.00	2,900.00	
Final Budget	Triangle J Dues					1.0000	8,500.00	8,500.00	
Final Budget Totals								\$44,460.00	
100-40-01-52 85	Op Exp Departmental Supplies	1,808.53	839.67	857.53	1,585.90	1,500.00	1,545.00	1,655.00	1,655.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Batteries					5.0000	5.00	25.00	
Final Budget	Frames for Ceremonial Documents					10.0000	20.00	200.00	
Final Budget	Ink for local printers					10.0000	35.00	350.00	
Final Budget	Laser Pointers for use in Chambers					3.0000	25.00	75.00	
Final Budget	Minute Book Paper					8.0000	35.00	280.00	
Final Budget	Minute Books, Wilson Jones, 395-11					3.0000	145.00	435.00	
Final Budget	Name Plates for Advisory Boards/Council Chambers					10.0000	15.00	150.00	
Final Budget	Stationery, 24 lb acid free, for legal documents					4.0000	35.00	140.00	
Final Budget Totals								\$1,655.00	
100-40-01-53 00	Op Exp Insurance and Bonds	13,860.11	12,286.87	11,494.29	10,131.66	10,600.00	10,132.00	.00	11,130.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	5% Increase Placeholder					.0500	10,600.00	530.00	
Final Budget	IRRFNC - Public Officials Liability Insurance PLACEHOLDER					1.0000	10,600.00	10,600.00	
Final Budget Totals								\$11,130.00	
100-40-01-53 03	Op Exp Worker's Compensation Insurance	245.04	365.69	568.95	360.17	352.00	319.00	674.00	674.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 01 - Legislative and Town Clerk									
Operating Expenses									
100-40-01-53 99	Op Exp Miscellaneous Expense	4,724.30	9,308.24	8,761.72	10,453.25	10,400.00	10,430.00	11,060.00	8,310.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Advisory Board Appreciation Event - REDUCE					1.0000	(2,750.00)	(2,750.00)	
Final Budget	Advisory Board Appreciation Event, December 2020					1.0000	5,750.00	5,750.00	
Final Budget	Council Meeting Dinners					24.0000	65.00	1,560.00	
Final Budget	Host Town Hall Day: Food, Drinks for Social, Table Cloths					1.0000	950.00	950.00	
Final Budget	Keys (additional)					10.0000	18.00	180.00	
Final Budget	Lapel Pins					100.0000	2.00	200.00	
Final Budget	Pencils					500.0000	.75	375.00	
Final Budget	Pens					500.0000	.79	395.00	
Final Budget	Plaques					2.0000	75.00	150.00	
Final Budget	Recording Fees					25.0000	26.00	650.00	
Final Budget	Town Council Logo Apparel for Events					6.0000	100.00	600.00	
Final Budget	Visitor/Citizen Gifts					125.0000	2.00	250.00	
								Final Budget Totals	\$8,310.00
	<i>Operating Expenses Totals</i>	\$49,347.77	\$41,388.68	\$53,155.66	\$41,162.16	\$98,961.00	\$98,823.00	\$84,207.00	\$85,687.00
<i>Miscellaneous</i>									
100-40-01-59 02	Misc Contingency	2,565.64	.00	.00	.00	.00	.00	.00	.00
100-40-01-59 05	Misc Reserve Fund	43,560.00	75,099.27	.00	35,860.00	.00	20,000.00	.00	20,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Miscellaneous contingency					1.0000	20,000.00	20,000.00	
								Final Budget Totals	\$20,000.00
100-40-01-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(8,891.00)	(8,891.00)	(6,871.00)	(6,871.00)
100-40-01-59 98	Misc Support Services - W/S Fund	(54,384.21)	(64,080.96)	(89,210.04)	(35,775.96)	(76,657.00)	(76,657.00)	(28,818.00)	(28,818.00)
100-40-01-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(4,143.00)	(4,143.00)
100-40-01-59 99	Misc Support Services - Electric Fund	(39,397.58)	(45,740.04)	(42,465.96)	(25,043.04)	(29,620.00)	(29,620.00)	(14,388.00)	(14,388.00)
	<i>Miscellaneous Totals</i>	(\$47,656.15)	(\$34,721.73)	(\$131,676.00)	(\$24,959.00)	(\$115,168.00)	(\$95,168.00)	(\$54,220.00)	(\$34,220.00)
Division 01 - Legislative and Town Clerk Totals		\$208,822.23	\$230,691.39	\$140,091.36	\$297,760.44	\$280,889.00	\$317,695.00	\$343,189.00	\$353,169.00
Department 40 - General Government Totals		\$208,822.23	\$230,691.39	\$140,091.36	\$297,760.44	\$280,889.00	\$317,695.00	\$343,189.00	\$353,169.00
Fund 100 - GF Totals		\$208,822.23	\$230,691.39	\$140,091.36	\$297,760.44	\$280,889.00	\$317,695.00	\$343,189.00	\$353,169.00
Net Grand Totals		\$208,822.23	\$230,691.39	\$140,091.36	\$297,760.44	\$280,889.00	\$317,695.00	\$343,189.00	\$353,169.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: General Government
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
• Hired new HR Director	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Hired new Economic Development Director	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• General Obligation Parks & Recreation Bond Voter Approval	Think Town Finances. Think Responsibility.
• Steven Biggs Regional Wastewater Pre-treatment Facility Acceptance	Think Economic Development. Think Prosperity
• AMI (digital water & electric meters) installation progress	Think Town Finances. Think Responsibility.
• COVID-19 Response	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	• Comprehensive Plan, Unified Development Code, and 160D updates	\$145,500	Think Growth. Think Balance
Program or Service Change	• Water Reclamation Facility Progress	\$45,000,000	Think Growth. Think Balance
Program or Service Change	• Harmony Playground	\$750,000	Think Arts & Culture. Think Diversity
Program or Service Change	• COVID-19 Recovery through budget management and economic development	N/A	Think Town Finances. Think Responsibility.
Program or Service Change	• Parks & Recreation Bond Project Prioritization & Schedule	\$30,000	Think Arts & Culture. Think Diversity
Program or Service Change	• Support HR changes	N/A	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: Great leadership and transparency

Goal: Accountability and progress

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• 85% or more of Council Communications delivered on time	85%	70%	75%
• 100% of all departments will participate in Performance Management	100%	50%	50%
• 80% or more of capital/major projects will follow scheduled progress	80%	N/A	N/A

Goal: Effective planning and budget management

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Current and accurate Capital Improvement Plans (CIPs)	2	1	2



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																									
Fund 100 - GF																																		
Department 40 - General Government																																		
Division 02 - Administration																																		
<i>Personnel - Salaries</i>																																		
100-40-02-50 00	Salaries Full-time	416,951.95	400,533.34	447,040.31	340,577.81	353,927.00	375,103.00	362,018.00	362,018.00																									
100-40-02-50 02	Salaries Part-time	9,469.66	16,650.00	.00	.00	.00	.00	.00	.00																									
100-40-02-50 50	Salaries Cashout	1,426.46	3,168.48	1,452.22	.00	.00	.00	.00	.00																									
<i>Personnel - Salaries Totals</i>		\$427,848.07	\$420,351.82	\$448,492.53	\$340,577.81	\$353,927.00	\$375,103.00	\$362,018.00	\$362,018.00																									
<i>Personnel - Benefits</i>																																		
100-40-02-51 00	Benefits Longevity	3,800.00	2,400.00	2,900.00	2,500.00	2,700.00	2,700.00	2,900.00	2,900.00																									
100-40-02-51 10	Benefits FICA	29,900.76	30,439.57	32,298.53	23,640.84	24,901.00	24,766.00	25,183.00	25,183.00																									
100-40-02-51 11	Benefits Group Insurance - Health	24,789.47	21,771.23	22,167.86	21,961.20	25,880.00	26,512.00	26,827.00	26,827.00																									
100-40-02-51 15	Benefits Life Insurance	2,026.98	1,962.11	2,216.92	1,167.75	1,112.00	871.00	1,677.00	1,677.00																									
100-40-02-51 20	Benefits Retirement - General Employees	28,290.61	29,554.69	33,926.02	26,677.36	31,865.00	33,760.00	36,925.00	36,925.00																									
100-40-02-51 30	Benefits 401K - General Employees	16,870.49	16,235.05	18,054.96	13,723.70	14,270.00	15,112.00	14,598.00	14,598.00																									
<i>Personnel - Benefits Totals</i>		\$105,678.31	\$102,362.65	\$111,564.29	\$89,670.85	\$100,728.00	\$103,721.00	\$108,110.00	\$108,110.00																									
<i>Contractual Services</i>																																		
100-40-02-56 00	Cont Serv Professional Services	.00	18,550.00	.00	.00	.00	.00	.00	.00																									
100-40-02-56 50	Cont Serv Equipment Rental	11,580.58	9,801.10	4,505.74	5,001.37	4,391.00	4,391.00	4,931.00	4,931.00																									
<i>Contractual Services Totals</i>		\$11,580.58	\$28,351.10	\$4,505.74	\$5,001.37	\$4,391.00	\$4,391.00	\$4,931.00	\$4,931.00																									
<i>Operating Expenses</i>																																		
100-40-02-52 00	Op Exp Copy Expense	2,316.00	2,428.94	1,895.15	2,514.74	2,258.00	2,258.00	2,258.00	2,258.00																									
<i>Operating Expenses Totals</i>		2,316.00	2,428.94	1,895.15	2,514.74	2,258.00	2,258.00	2,258.00	2,258.00																									
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount																														
Level	Transaction																																	
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount																														
Level	Transaction																																	
Final Budget	Konica Minolta Copy Expense BW	12.0000	63.20	758.00																														
Final Budget	Konica Minolta Copy Expense Color	12.0000	125.00	1,500.00																														
			Final Budget Totals	\$2,258.00																														
100-40-02-52 01	Op Exp Postage and Shipping Expense	1,049.44	382.24	1,402.82	1,242.05	1,000.00	1,500.00	1,500.00	1,500.00																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th>Number of Units</th> <th>Cost Per Unit</th> <th>Total Amount</th> </tr> </thead> <tbody> <tr> <td>Level</td> <td>Transaction</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Additional Mailings</td> <td>12.0000</td> <td>25.00</td> <td>300.00</td> </tr> </tbody> </table>										Budget Transactions		Number of Units	Cost Per Unit	Total Amount	Level	Transaction				Final Budget	Additional Mailings	12.0000	25.00	300.00										
Budget Transactions		Number of Units	Cost Per Unit	Total Amount																														
Level	Transaction																																	
Final Budget	Additional Mailings	12.0000	25.00	300.00																														



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 02 - Administration									
Operating Expenses									
	Final Budget					12.0000	50.00	600.00	
	Final Budget					12.0000	50.00	600.00	
						Final Budget Totals		\$1,500.00	
100-40-02-52 16	Op Exp Telephone Exp - Mobile	2,414.98	2,761.30	3,112.80	1,846.27	1,525.00	1,421.00	1,536.00	1,536.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
						Final Budget Totals		\$1,536.00	
100-40-02-52 25	Op Exp Advertising Expense	99.00	2,939.29	4,916.33	18.10	.00	500.00	.00	500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
						Final Budget Totals		\$500.00	
100-40-02-52 26	Op Exp Professional Development	3,731.37	7,095.31	4,629.04	3,294.68	4,400.00	4,400.00	4,400.00	3,400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					1.0000	2,500.00	2,500.00	
	Final Budget					1.0000	(1,000.00)	(1,000.00)	
	Final Budget					1.0000	800.00	800.00	
	Final Budget					1.0000	400.00	400.00	
	Final Budget					1.0000	200.00	200.00	
						Final Budget Totals		\$3,400.00	
100-40-02-52 27	Op Exp Local Mileage	6,103.60	5,409.77	6,701.17	4,131.53	4,300.00	5,300.00	5,300.00	5,300.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	350.00	350.00	
	Final Budget					1.0000	150.00	150.00	
	Final Budget					12.0000	400.00	4,800.00	
						Final Budget Totals		\$5,300.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 02 - Administration									
Operating Expenses									
100-40-02-52 35	Op Exp Maint and Repair - Equipment	98.00	.00	806.40	(806.40)	.00	500.00	.00	500.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	500.00	500.00	
	Transaction							500.00	
	Contingency							500.00	
	Final Budget Totals							\$500.00	
100-40-02-52 60	Op Exp Equipment Purchase	229.73	7,421.27	1,968.71	2,545.00	400.00	400.00	400.00	400.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					2.0000	200.00	400.00	
	Transaction							400.00	
	Replacement mobile phones							400.00	
	Final Budget Totals							\$400.00	
100-40-02-52 62	Op Exp Dues and Subscriptions	25,822.50	26,624.09	29,241.67	29,769.00	5,973.00	2,631.00	5,626.00	3,586.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	49.00	588.00	
	Transaction							588.00	
	Basecamp							588.00	
	Final Budget					1.0000	185.00	185.00	
	Transaction							185.00	
	DTM - NCGFOA							185.00	
	Final Budget					1.0000	180.00	180.00	
	Transaction							180.00	
	DTM - NC City & County Manager's Association							180.00	
	Final Budget					1.0000	1,500.00	1,500.00	
	Transaction							1,500.00	
	TM - ICMA							1,500.00	
	Final Budget					1.0000	378.00	378.00	
	Transaction							378.00	
	TM - NC City & County Managers Association							378.00	
	Final Budget					4.0000	165.00	660.00	
	Transaction							660.00	
	TM - Rotary							660.00	
	Final Budget					1.0000	95.00	95.00	
	Transaction							95.00	
	Triangle Business Journal Subscription							95.00	
	Final Budget Totals							\$3,586.00	
100-40-02-52 85	Op Exp Departmental Supplies	6,238.08	6,358.13	5,966.48	7,797.55	4,500.00	5,500.00	5,500.00	5,500.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	5,500.00	5,500.00	
	Transaction							5,500.00	
	Allowance (covers TM, DTM operations)							5,500.00	
	Final Budget Totals							\$5,500.00	
100-40-02-53 00	Op Exp Insurance and Bonds	135,127.46	132,140.34	128,610.72	135,781.31	179,761.00	179,761.00	198,759.00	198,759.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					.0500	179,761.00	8,988.05	
	Transaction							8,988.05	
	5% Increase Placeholder							8,988.05	
	Final Budget					1.0000	10,000.00	10,000.00	
	Transaction							10,000.00	
	Automobile Adds during year							10,000.00	
	Final Budget					1.0000	1.00	1.00	
	Transaction							1.00	
	IRFFNC - Crime Coverages FY 20-21							1.00	
	Final Budget					1.0000	1.00	1.00	
	Transaction							1.00	
	IRFFNC - Employee Benefits Liability FY 20-21							1.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 02 - Administration									
<i>Operating Expenses</i>									
Final Budget	IRFFNC - Employment Practices Coverage FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC - Liquor Liability FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC- Auto Physical Damage FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC- Automobile Coverages FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC- Gen. Liability FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC- Inland Marine FY 20-21					1.0000	1.00	1.00	
Final Budget	IRFFNC- Property Coverages FY 20-21					1.0000	1.00	1.00	
Final Budget	PLACEHOLDER					1.0000	179,761.00	179,761.00	
Final Budget Totals								\$198,758.05	
100-40-02-53 01	Op Exp Insurance Deductible	2,662.36	.00	11,099.80	5,191.80	15,000.00	5,000.00	10,000.00	10,000.00
100-40-02-53 03	Op Exp Worker's Compensation Insurance	692.56	967.15	991.57	1,423.75	671.00	610.00	1,315.00	1,315.00
100-40-02-53 99	Op Exp Miscellaneous Expense	310.16	2,500.00	.00	.00	.00	.00	.00	.00
<i>Operating Expenses Totals</i>		\$186,895.24	\$197,027.83	\$201,342.66	\$194,749.38	\$219,788.00	\$209,781.00	\$236,594.00	\$234,554.00
<i>Miscellaneous</i>									
100-40-02-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(13,589.00)	(13,589.00)	(28,859.00)	(29,471.00)
100-40-02-59 98	Misc Support Services - W/S Fund	(152,844.44)	(183,334.08)	(217,488.96)	(211,404.96)	(117,164.00)	(117,164.00)	(134,461.00)	(136,080.00)
100-40-02-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(41,603.00)	(41,972.00)
100-40-02-59 99	Misc Support Services - Electric Fund	(110,725.19)	(130,860.96)	(103,530.00)	(48,041.04)	(45,273.00)	(45,273.00)	(55,229.00)	(56,321.00)
<i>Miscellaneous Totals</i>		(\$263,569.63)	(\$314,195.04)	(\$321,018.96)	(\$259,446.00)	(\$176,026.00)	(\$176,026.00)	(\$260,152.00)	(\$263,844.00)
Sub Department 01 - Clayton Center									
<i>Contractual Services</i>									
100-40-02-01-56 00	Cont Serv Professional Services	21,366.00	.00	.00	.00	.00	.00	.00	.00
100-40-02-01-56 10	Cont Serv Contracts and Agreements	9,370.57	11,231.19	10,437.90	15,332.84	43,350.00	43,350.00	.00	.00
100-40-02-01-56 11	Cont Serv Contract Services	8,820.00	6,615.00	.00	.00	15,365.00	.00	79,897.00	29,897.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Access Controls - Brady					1.0000	2,091.00	2,091.00	
Final Budget	ATS Annual Maintenance					1.0000	350.00	350.00	
Final Budget	Burglar alarm monitoring - Brady					1.0000	4,360.00	4,360.00	
Final Budget	Dail Mechanical HVAC PM service					1.0000	1,400.00	1,400.00	
Final Budget	Elevator inspection Dept of Labor					1.0000	200.00	200.00	
Final Budget	Elevator PM service per month					12.0000	160.00	1,920.00	
Final Budget	Generator PM services @ \$200 & \$400					1.0000	600.00	600.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 02 - Administration									
Sub Department 01 - Clayton Center									
Contractual Services									
Final Budget	Johnson Controls/Simplex Fire alarm PM service					1.0000	5,381.00	5,381.00	
Final Budget	Manlift inspection					2.0000	150.00	300.00	
Final Budget	NC Dept of Labor Boiler Inspection					3.0000	50.00	150.00	
Final Budget	Once per 5 year Sprinkler / Life Safety inspection 2023					1.0000	2,650.00	2,650.00	
Final Budget	Southern Piping Chiller PM service 2X per year					2.0000	1,500.00	3,000.00	
Final Budget	Southern Piping gas boiler PM service 2X per year					2.0000	550.00	1,100.00	
Final Budget	Termite Contract					1.0000	4,995.00	4,995.00	
Final Budget	Water treatment / chiller					1.0000	500.00	500.00	
Final Budget	Wood Pest Control per month					12.0000	75.00	900.00	
								Final Budget Totals	\$29,897.00
100-40-02-01-56 50	Cont Serv Equipment Rental	1,196.25	.00	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Misc. Equip Rental					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$1,000.00
Contractual Services Totals		\$40,752.82	\$17,846.19	\$10,437.90	\$15,332.84	\$59,715.00	\$44,350.00	\$80,897.00	\$30,897.00
Operating Expenses									
100-40-02-01-52 10	Op Exp Utility Exp - Town Electricity	70,649.66	76,064.44	78,125.13	82,490.59	80,554.00	80,544.00	84,964.00	82,490.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	5 year high					1.0000	82,490.00	82,490.00	
								Final Budget Totals	\$82,490.00
100-40-02-01-52 11	Op Exp Utility Exp - Town W/S	5,212.77	4,313.66	6,721.45	3,896.36	9,400.00	5,568.00	13,353.00	13,353.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Increase in monthly bill due to basic charge					12.0000	856.00	10,272.00	
Final Budget	Increase of 30% per Rich					3.0000	1,027.00	3,081.00	
								Final Budget Totals	\$13,353.00
100-40-02-01-52 12	Op Exp Utility Exp - Other	7,222.08	8,368.45	11,243.63	9,845.78	8,300.00	9,740.00	9,200.00	9,200.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Generator fuel lump sum					1.0000	500.00	500.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 02 - Administration									
Sub Department 01 - Clayton Center									
Operating Expenses									
	Final Budget					12.0000	725.00	8,700.00	
	Natural Gas (4.5 yr avg per month)								
	Final Budget Totals							\$9,200.00	
100-40-02-01-52 37	Op Exp Maint and Repair - Buildings	35,298.19	64,767.03	79,593.79	103,935.87	75,250.00	75,250.00	132,111.00	116,111.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	2,500.00	5,000.00	
	Final Budget					1.0000	17,500.00	17,500.00	
	Final Budget					1.0000	17,500.00	17,500.00	
	Final Budget					1.0000	15,236.00	15,236.00	
	Final Budget					1.0000	4,000.00	4,000.00	
	Final Budget					1.0000	10,275.00	10,275.00	
	Final Budget					1.0000	30,000.00	30,000.00	
	Final Budget					8.0000	500.00	4,000.00	
	Final Budget					4.0000	2,500.00	10,000.00	
	Final Budget					1.0000	2,000.00	2,000.00	
	Final Budget					1.0000	(2,000.00)	(2,000.00)	
	Final Budget					1.0000	2,600.00	2,600.00	
	Final Budget Totals							\$116,111.00	
100-40-02-01-52 38	Op Exp Maint and Repair - Grounds	182.50	1,180.00	5,374.12	647.82	500.00	500.00	13,500.00	3,500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	3,000.00	3,000.00	
	Final Budget					1.0000	10,000.00	10,000.00	
	Final Budget					1.0000	(10,000.00)	(10,000.00)	
	Final Budget					1.0000	500.00	500.00	
	Final Budget Totals							\$3,500.00	
100-40-02-01-52 60	Op Exp Equipment Purchase	.00	1,330.00	5,218.24	329.49	1,200.00	1,200.00	1,200.00	1,200.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	100.00	200.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
	Fund 100 - GF Totals	\$999,317.71	\$667,794.14	\$814,797.69	\$879,606.09	\$724,893.00	\$721,428.00	\$1,641,499.00	\$898,293.00
	Net Grand Totals	\$999,317.71	\$667,794.14	\$814,797.69	\$879,606.09	\$724,893.00	\$721,428.00	\$1,641,499.00	\$898,293.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: General Government
Division: Human Resources**

2019-2020 Major Accomplishments	Related Council Goal
• Transitioned to new group life insurance carrier	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Hired new Economic Development Director	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Hired new Human Resources Director	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Hired Town Engineer	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Hired Stormwater Engineer	Think Happy, Helpful, Professional Workforce. Think Opportunity.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020- 2021	Related Council Goal
Staffing Change	• Hire HR Advisor	\$46,315	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	• Implement online employee performance evaluation tool	\$10,544	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	• Implement leadership development training series	\$8,000	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: Enable Clayton’s strategic vision by engaging and growing talented people within a culture of personal accountability, mutual respect, service excellence, and continuous improvement.

Goal: Cultivate a safe and satisfying workplace

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• 90% or more of full-time hires celebrate five-year anniversaries with the Town	>= 52%	65%	52%
• Less than 1% time lost due to safety incidents across the Town	< 1%	.0034%	.005%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
<i>Personnel - Salaries</i>									
100-40-04-50 00	Salaries Full-time	168,551.40	191,447.10	200,323.75	198,295.62	225,198.00	241,426.00	212,591.00	247,318.00
100-40-04-50 02	Salaries Part-time	.00	.00	.00	.00	3,090.00	2.00	.00	.00
100-40-04-50 021	Salaries Part-time w/Benefits	980.57	.00	.00	.00	.00	.00	.00	.00
100-40-04-50 50	Salaries Cashout	1,356.31	1,842.96	1,842.96	1,842.96	1,766.00	1,843.00	1,843.00	1,843.00
<i>Personnel - Salaries Totals</i>		\$170,888.28	\$193,290.06	\$202,166.71	\$200,138.58	\$230,054.00	\$243,271.00	\$214,434.00	\$249,161.00
<i>Personnel - Benefits</i>									
100-40-04-51 00	Benefits Longevity	3,100.00	3,300.00	3,500.00	3,400.00	3,600.00	3,600.00	1,800.00	1,800.00
100-40-04-51 10	Benefits FICA	13,269.52	14,731.39	15,506.04	15,239.44	17,453.00	18,885.00	16,542.00	19,199.00
100-40-04-51 11	Benefits Group Insurance - Health	15,184.94	16,464.09	12,777.02	15,428.37	17,024.00	20,615.00	20,757.00	24,417.00
100-40-04-51 15	Benefits Life Insurance	1,039.21	1,126.89	1,233.03	846.94	668.00	550.00	1,036.00	1,247.00
100-40-04-51 20	Benefits Retirement - General Employees	11,585.02	14,162.93	15,293.83	15,679.12	20,428.00	21,894.00	21,894.00	25,417.00
100-40-04-51 30	Benefits 401K - General Employees	6,920.26	7,866.27	8,226.58	8,141.53	9,223.00	9,875.00	8,649.00	10,038.00
<i>Personnel - Benefits Totals</i>		\$51,098.95	\$57,651.57	\$56,536.50	\$58,735.40	\$68,396.00	\$75,419.00	\$70,678.00	\$82,118.00
<i>Contractual Services</i>									
100-40-04-56 00	Cont Serv Professional Services	16,343.97	29,608.09	45,006.03	24,801.09	47,500.00	43,455.00	45,300.00	45,300.00

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Final Budget	Cavanaugh Consultants; Actuarial Studies	1.0000	7,900.00	7,900.00		
Final Budget	Pay & Classification Study -	1.0000	15,000.00	15,000.00		
Final Budget	Scanning project	1.0000	22,400.00	22,400.00		
				Final Budget Totals	\$45,300.00	

100-40-04-56 10	Cont Serv Contracts and Agreements	.00	.00	.00	.00	.00	300.00	.00	.00
100-40-04-56 11	Cont Serv Contract Services	20,448.00	17,508.20	26,731.47	26,736.16	38,219.00	30,722.00	41,972.00	24,187.00

Budget Transactions						
Level	Transaction	Number of Units	Cost Per Unit	Total Amount		
Final Budget	DELTA Dental Administrative Fees	12.0000	1,100.00	13,200.00		
Final Budget	EAP Program	1.0000	6,787.00	6,787.00		
Final Budget	FSA Administration	12.0000	200.00	2,400.00		
Final Budget	NWS eEmployee maintenance fee	1.0000	1,800.00	1,800.00		
				Final Budget Totals	\$24,187.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Contractual Services									
100-40-04-56 40	Cont Serv Pre-employment Screening	4,196.00	7,679.00	3,899.00	3,835.00	4,000.00	4,000.00	4,000.00	4,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Background Checks for Retiring positions					1.0000	425.00	425.00	
Final Budget	Pre employment background checks					50.0000	35.00	1,750.00	
Final Budget	Pre-employment drug screen					50.0000	36.50	1,825.00	
								Final Budget Totals	\$4,000.00
<i>Contractual Services Totals</i>		\$40,987.97	\$54,795.29	\$75,636.50	\$55,372.25	\$89,719.00	\$78,477.00	\$91,272.00	\$73,487.00
<i>Operating Expenses</i>									
100-40-04-52 00	Op Exp Copy Expense	.00	.00	.00	.00	250.00	350.00	250.00	250.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Copy expense					1.0000	250.00	250.00	
								Final Budget Totals	\$250.00
100-40-04-52 01	Op Exp Postage and Shipping Expense	.00	.00	.00	37.20	225.00	225.00	500.00	500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Postage					1.0000	500.00	500.00	
								Final Budget Totals	\$500.00
100-40-04-52 16	Op Exp Telephone Exp - Mobile	1,091.99	1,092.09	1,093.68	1,172.56	900.00	938.00	1,536.00	1,536.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	AC Safety Officer					12.0000	38.01	456.00	
Final Budget	MP Safety Officer					12.0000	45.00	540.00	
Final Budget	MP Stipend for HR Director					12.0000	45.00	540.00	
								Final Budget Totals	\$1,536.00
100-40-04-52 25	Op Exp Advertising Expense	1,324.00	2,342.00	443.00	939.00	2,500.00	1,000.00	1,500.00	1,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Job Advertisement					1.0000	1,500.00	1,500.00	
								Final Budget Totals	\$1,500.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Operating Expenses									
100-40-04-52 26	Op Exp Professional Development	2,068.56	4,816.24	3,728.23	3,571.60	3,500.00	5,250.00	14,625.00	11,125.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Flagger Instructor Certification					1.0000	175.00	175.00	
Final Budget	Introduction to Public Employment Law					2.0000	1,000.00	2,000.00	
Final Budget	Introduction to Public Employment Law REUDCE					1.0000	(1,000.00)	(1,000.00)	
Final Budget	IPMA-HR Certification					1.0000	1,400.00	1,400.00	
Final Budget	Local Government Fundamentals					2.0000	400.00	800.00	
Final Budget	NC IPMA Conference					2.0000	1,500.00	3,000.00	
Final Budget	NC Safety Conference					1.0000	750.00	750.00	
Final Budget	Public Personnel Law Update					3.0000	500.00	1,500.00	
Final Budget	Tyler Technologies Conference					2.0000	2,500.00	5,000.00	
Final Budget	Tyler Technologies Conference - REDUCE					1.0000	(2,500.00)	(2,500.00)	
							Final Budget Totals	\$11,125.00	
100-40-04-52 27	Op Exp Local Mileage	42.53	429.73	140.91	114.04	.00	200.00	200.00	200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Local Mileage					1.0000	200.00	200.00	
							Final Budget Totals	\$200.00	
100-40-04-52 35	Op Exp Maint and Repair - Equipment	.00	.00	.00	.00	.00	200.00	200.00	200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Maintenance & Repair - Equipment					1.0000	200.00	200.00	
							Final Budget Totals	\$200.00	
100-40-04-52 36	Op Exp Maint and Repair - Vehicles	30.06	181.81	75.59	225.28	50.00	300.00	600.00	600.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Maintenance & Repair - Vehicles					1.0000	600.00	600.00	
							Final Budget Totals	\$600.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Operating Expenses									
100-40-04-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	.00	.00	150.00	150.00	150.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Misc.					1.0000	150.00	150.00	
								Final Budget Totals	\$150.00
100-40-04-52 52	Op Exp Fuel	248.66	179.69	237.58	190.33	100.00	300.00	450.00	450.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fuel					1.0000	450.00	450.00	
								Final Budget Totals	\$450.00
100-40-04-52 60	Op Exp Equipment Purchase	40.02	155.00	878.99	459.00	118.00	220.00	1,820.00	220.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Chromecast for TV					1.0000	70.00	70.00	
Final Budget	Misc.					1.0000	150.00	150.00	
								Final Budget Totals	\$220.00
100-40-04-52 62	Op Exp Dues and Subscriptions	1,969.00	1,644.00	1,784.00	1,809.00	6,000.00	3,170.00	14,934.00	20,713.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	CAI Agency Membership					1.0000	940.00	940.00	
Final Budget	governmentjobs.com - annual subscription					1.0000	1,125.00	1,125.00	
Final Budget	IPMA-HR Agency Membership					1.0000	500.00	500.00	
Final Budget	MidState Safety Council					1.0000	35.00	35.00	
Final Budget	National Safety Council					1.0000	550.00	550.00	
Final Budget	NC IPMA Membership					3.0000	60.00	180.00	
Final Budget	NCALGESO					1.0000	35.00	35.00	
Final Budget	NEOGOV Insight License subscription					1.0000	6,535.00	6,535.00	
Final Budget	NEOGOV Perform annual subscription					1.0000	10,544.00	10,544.00	
Final Budget	OMPA Membership					1.0000	50.00	50.00	
Final Budget	SHRM membership					1.0000	219.00	219.00	
								Final Budget Totals	\$20,713.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **40 - General Government**
 Division **04 - Human Resources**
 Operating Expenses

100-40-04-52 70	Op Exp Safety	4,046.97	6,039.94	5,869.83	10,787.23	8,700.00	8,744.00	11,238.00	11,238.00
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Budget Transactions									
Level	Transaction	Number of Units	Cost Per Unit	Total Amount					
Final Budget	AED Trainer replacement pads	2.0000	40.00	80.00					
Final Budget	BAT Calibration gas	1.0000	80.00	80.00					
Final Budget	CPR Manikins	1.0000	1,400.00	1,400.00					
Final Budget	CPR/First Aid student workbooks/certificates	60.0000	15.00	900.00					
Final Budget	Drug and Alcohol Testing - post accident	10.0000	36.50	365.00					
Final Budget	Drug and Alcohol Testing - random	75.0000	36.50	2,737.50					
Final Budget	Fire extinguisher annual inspections	1.0000	2,500.00	2,500.00					
Final Budget	First aid supplies	1.0000	925.00	925.00					
Final Budget	Gloves, disinfectant wipes/CPR supplies	1.0000	200.00	200.00					
Final Budget	Hepatitis B Vaccines	5.0000	280.00	1,400.00					
Final Budget	Misc - training aids (props)	1.0000	200.00	200.00					
Final Budget	Rigging Video	1.0000	450.00	450.00					
Final Budget Totals								\$11,237.50	

100-40-04-52 72	Op Exp Uniform Purchase	251.69	129.40	51.00	112.04	510.00	600.00	830.00	830.00
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Budget Transactions									
Level	Transaction	Number of Units	Cost Per Unit	Total Amount					
Final Budget	Safety Vest	1.0000	25.00	25.00					
Final Budget	Shirts - safety officer	8.0000	35.00	280.00					
Final Budget	Shoes - safety	1.0000	125.00	125.00					
Final Budget	Staff Jackets	4.0000	100.00	400.00					
Final Budget Totals								\$830.00	

100-40-04-52 85	Op Exp Departmental Supplies	1,678.32	1,204.37	1,262.60	1,745.60	4,500.00	2,520.00	2,280.00	2,280.00
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Budget Transactions									
Level	Transaction	Number of Units	Cost Per Unit	Total Amount					
Final Budget	MIsc departmental supplies	1.0000	2,000.00	2,000.00					
Final Budget	OSHA 10 hour student cards	35.0000	8.00	280.00					
Final Budget Totals								\$2,280.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Operating Expenses									
100-40-04-53 01	Op Exp Insurance Deductible	19,194.71	8,905.56	7,295.73	4,332.06	7,500.00	7,500.00	7,500.00	7,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Insurance Deductible					1.0000	7,500.00	7,500.00	
Final Budget Totals								\$7,500.00	
100-40-04-53 02	Op Exp Unemployment Insurance	2,480.30	5,496.08	5,254.21	1,712.50	6,974.00	2,500.00	2,500.00	2,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	June 30, 2019 Taxable Wages Contingency					97,478.0000	.01	975.00	
Final Budget	June 30, 2019 Taxable Wages Estimate					5,793,321.0000	.01	57,933.00	
Final Budget	Reserve Beginning Balance					1.0000	(56,408.00)	(56,408.00)	
Final Budget Totals								\$2,500.00	
100-40-04-53 03	Op Exp Worker's Compensation Insurance	764.47	1,119.70	988.43	1,879.37	960.00	865.00	3,331.00	3,456.00
100-40-04-53 05	Op Exp Employee In Service Training	.00	.00	2,988.38	1,390.74	.00	6,000.00	17,000.00	8,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	EEOC Respectful Workplace Trainings					1.0000	9,000.00	9,000.00	
Final Budget	EEOC Respectful Workplace Trainings - DEFER					1.0000	(9,000.00)	(9,000.00)	
Final Budget	Leadership Skills Training					1.0000	8,000.00	8,000.00	
Final Budget Totals								\$8,000.00	
100-40-04-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	2,000.00	2,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	New Hire Tech & Ofc Setup					1.0000	2,000.00	2,000.00	
Final Budget Totals								\$2,000.00	
100-40-04-53 99	Op Exp Miscellaneous Expense	8.95	3,235.50	.00	.00	.00	.00	.00	.00
<i>Operating Expenses Totals</i>		\$35,240.23	\$36,971.11	\$32,092.16	\$30,477.55	\$42,787.00	\$41,032.00	\$83,444.00	\$75,248.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Programs									
100-40-04-54 13	Programs Programs	.00	.00	.00	.00	.00	.00	1,600.00	1,600.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					16.0000	100.00	1,600.00	
								Final Budget Totals	\$1,600.00
100-40-04-54 15	Programs Special Events	3,249.81	4,685.74	4,388.41	6,568.60	8,500.00	8,500.00	10,350.00	10,350.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	750.00	1,500.00	
	Final Budget					1.0000	3,000.00	3,000.00	
	Final Budget					10.0000	300.00	3,000.00	
	Final Budget					1.0000	350.00	350.00	
	Final Budget					5.0000	500.00	2,500.00	
								Final Budget Totals	\$10,350.00
100-40-04-54 17	Programs Benefit Programs	9,672.71	8,494.46	10,558.41	12,299.34	14,100.00	14,100.00	10,250.00	10,250.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					7.0000	250.00	1,750.00	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	3,000.00	3,000.00	
	Final Budget					4.0000	1,000.00	4,000.00	
								Final Budget Totals	\$10,250.00
100-40-04-54 18	Programs Employee Wellness	18,605.91	7,831.08	3,440.07	2,832.29	2,450.00	2,450.00	2,450.00	2,450.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	700.00	700.00	
	Final Budget					1.0000	250.00	250.00	
	Final Budget					5.0000	150.00	750.00	
	Final Budget					5.0000	150.00	750.00	
								Final Budget Totals	\$2,450.00
	<i>Programs Totals</i>	\$31,528.43	\$21,011.28	\$18,386.89	\$21,700.23	\$25,050.00	\$25,050.00	\$24,650.00	\$24,650.00
<i>Miscellaneous</i>									
100-40-04-59 07	Misc Workforce Transition Expense	4,065.60	.00	.00	.00	.00	.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 04 - Human Resources									
Miscellaneous									
100-40-04-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(15,624.00)	(15,624.00)	(13,917.00)	(13,917.00)
100-40-04-59 98	Misc Support Services - W/S Fund	(39,707.38)	(31,278.96)	(34,971.96)	(37,722.96)	(44,640.00)	(44,640.00)	(47,717.00)	(47,717.00)
100-40-04-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(7,953.00)	(7,953.00)
100-40-04-59 99	Misc Support Services - Electric Fund	(27,073.22)	(20,332.08)	(22,732.08)	(26,406.00)	(31,248.00)	(31,248.00)	(27,835.00)	(27,835.00)
	<i>Miscellaneous Totals</i>	<u>(\$62,715.00)</u>	<u>(\$51,611.04)</u>	<u>(\$57,704.04)</u>	<u>(\$64,128.96)</u>	<u>(\$91,512.00)</u>	<u>(\$91,512.00)</u>	<u>(\$97,422.00)</u>	<u>(\$97,422.00)</u>
	Division 04 - Human Resources Totals	<u>\$267,028.86</u>	<u>\$312,108.27</u>	<u>\$327,114.72</u>	<u>\$302,295.05</u>	<u>\$364,494.00</u>	<u>\$371,737.00</u>	<u>\$387,056.00</u>	<u>\$407,242.00</u>
	Department 40 - General Government Totals	<u>\$267,028.86</u>	<u>\$312,108.27</u>	<u>\$327,114.72</u>	<u>\$302,295.05</u>	<u>\$364,494.00</u>	<u>\$371,737.00</u>	<u>\$387,056.00</u>	<u>\$407,242.00</u>
	Fund 100 - GF Totals	<u>\$267,028.86</u>	<u>\$312,108.27</u>	<u>\$327,114.72</u>	<u>\$302,295.05</u>	<u>\$364,494.00</u>	<u>\$371,737.00</u>	<u>\$387,056.00</u>	<u>\$407,242.00</u>
	Net Grand Totals	<u>\$267,028.86</u>	<u>\$312,108.27</u>	<u>\$327,114.72</u>	<u>\$302,295.05</u>	<u>\$364,494.00</u>	<u>\$371,737.00</u>	<u>\$387,056.00</u>	<u>\$407,242.00</u>

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Government
Division: Legal**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 06 - Legal									
<i>Contractual Services</i>									
100-40-06-56 31	Cont Serv Retainer Fees	14,158.52	11,857.69	15,120.65	21,197.29	12,000.00	12,000.00	12,000.00	12,000.00
100-40-06-56 33	Cont Serv Miscellaneous Legal Fees	272,008.37	248,254.50	409,159.75	170,424.67	280,000.00	289,000.00	309,000.00	309,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Legal fees					1.0000	250,000.00	250,000.00	
Final Budget	Miscellaneous property transfer fees					1.0000	30,000.00	30,000.00	
Final Budget	Onsite Legal Assistance					1.0000	29,000.00	29,000.00	
							Final Budget Totals	309,000.00	
<i>Contractual Services Totals</i>		\$286,166.89	\$260,112.19	\$424,280.40	\$191,621.96	\$292,000.00	\$301,000.00	\$321,000.00	\$321,000.00
<i>Miscellaneous</i>									
100-40-06-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(5,955.00)	(5,955.00)	(3,259.00)	(3,259.00)
100-40-06-59 98	Misc Support Services - W/S Fund	(33,300.00)	(16,050.00)	(31,800.00)	(39,300.00)	(51,341.00)	(51,341.00)	(145,150.00)	(145,150.00)
100-40-06-59 99	Misc Support Services - Electric Fund	(33,300.00)	(16,050.00)	(31,800.00)	(39,300.00)	(19,838.00)	(19,838.00)	(39,515.00)	(39,515.00)
<i>Miscellaneous Totals</i>		(\$66,600.00)	(\$32,100.00)	(\$63,600.00)	(\$78,600.00)	(\$77,134.00)	(\$77,134.00)	(\$187,924.00)	(\$187,924.00)
Division 06 - Legal Totals		\$219,566.89	\$228,012.19	\$360,680.40	\$113,021.96	\$214,866.00	\$223,866.00	\$133,076.00	\$133,076.00
Department 40 - General Government Totals		\$219,566.89	\$228,012.19	\$360,680.40	\$113,021.96	\$214,866.00	\$223,866.00	\$133,076.00	\$133,076.00
Fund 100 - GF Totals		\$219,566.89	\$228,012.19	\$360,680.40	\$113,021.96	\$214,866.00	\$223,866.00	\$133,076.00	\$133,076.00
Net Grand Totals		\$219,566.89	\$228,012.19	\$360,680.40	\$113,021.96	\$214,866.00	\$223,866.00	\$133,076.00	\$133,076.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Government
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 95 - Capital Outlay									
Capital Outlay									
100-40-95-58 03	Cap Out Furniture Fixtures and Equipment	.00	.00	20,735.84	.00	.00	.00	.00	.00
100-40-95-58 50	Cap Out Capital Outlay	.00	.00	.00	.00	.00	18,390.00	.00	.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$20,735.84	\$0.00	\$0.00	\$18,390.00	\$0.00	\$0.00
Miscellaneous									
100-40-95-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(375.00)	(375.00)	(612.00)	.00
100-40-95-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	(3,233.00)	(3,233.00)	(1,619.00)	.00
100-40-95-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(369.00)	.00
100-40-95-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	(1,249.00)	(1,249.00)	(1,092.00)	.00
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,857.00)	(\$4,857.00)	(\$3,692.00)	\$0.00
	Division 95 - Capital Outlay Totals	\$0.00	\$0.00	\$20,735.84	\$0.00	(\$4,857.00)	\$13,533.00	(\$3,692.00)	\$0.00
	Department 40 - General Government Totals	\$0.00	\$0.00	\$20,735.84	\$0.00	(\$4,857.00)	\$13,533.00	(\$3,692.00)	\$0.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$20,735.84	\$0.00	(\$4,857.00)	\$13,533.00	(\$3,692.00)	\$0.00
	Net Grand Totals	\$0.00	\$0.00	\$20,735.84	\$0.00	(\$4,857.00)	\$13,533.00	(\$3,692.00)	\$0.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Fund
Division: Special Appropriations**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 40 - General Government									
Division 99 - Special Appropriations									
Operating Expenses									
100-40-99-53 23	Op Exp Citizen Boards	15,598.75	16,705.00	14,352.82	16,710.99	25,000.00	25,000.00	.00	25,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Public Art Advisory Board General Admin Support					1.0000	500.00	500.00	
Final Budget	Public Art Projects					1.0000	24,000.00	24,000.00	
Final Budget	Public Art Projects Marketing Materials					1.0000	500.00	500.00	
	Final Budget Totals							\$25,000.00	
	Operating Expenses Totals	\$15,598.75	\$16,705.00	\$14,352.82	\$16,710.99	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00
Special Appropriations									
100-40-99-55 20	Spec App Economic Development	11,960.00	.00	.00	.00	.00	.00	.00	.00
100-40-99-55 35	Spec App Cultural Arts	10,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Cultural Arts Grants					1.0000	20,000.00	20,000.00	
	Final Budget Totals							\$20,000.00	
100-40-99-55 40	Spec App Miscellaneous	.00	25,000.00	.00	.00	.00	.00	.00	.00
	Special Appropriations Totals	\$21,960.00	\$45,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
Miscellaneous									
100-40-99-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	.00	(1,498.00)	(1,498.00)
100-40-99-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	.00	.00	(3,963.00)	(3,963.00)
100-40-99-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(903.00)	(903.00)
100-40-99-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	.00	.00	(2,673.00)	(2,673.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$9,037.00)	(\$9,037.00)
Division 99 - Special Appropriations Totals		\$37,558.75	\$61,705.00	\$34,352.82	\$36,710.99	\$45,000.00	\$45,000.00	\$10,963.00	\$35,963.00
Department 40 - General Government Totals		\$37,558.75	\$61,705.00	\$34,352.82	\$36,710.99	\$45,000.00	\$45,000.00	\$10,963.00	\$35,963.00
Fund 100 - GF Totals		\$37,558.75	\$61,705.00	\$34,352.82	\$36,710.99	\$45,000.00	\$45,000.00	\$10,963.00	\$35,963.00
Net Grand Totals		\$37,558.75	\$61,705.00	\$34,352.82	\$36,710.99	\$45,000.00	\$45,000.00	\$10,963.00	\$35,963.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Finance
Division:**

Finance Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$247,480.82	\$294,752.11	\$314,385.93	\$339,412.98	\$390,001.00	\$411,203.00	\$402,678.00	\$402,678.00
Benefits - Personnel - Benefits	\$80,484.68	\$95,990.99	\$93,947.03	\$111,839.77	\$136,482.00	\$138,783.00	\$148,106.00	\$148,066.00
Contract Serv - Contractual Services	\$330,432.71	\$302,619.16	\$311,166.01	\$380,652.66	\$403,740.00	\$373,626.00	\$410,252.00	\$434,453.00
Op Exp - Operating Expenses	\$16,510.54	\$21,749.24	\$17,496.96	\$25,550.33	\$22,886.00	\$25,153.00	\$26,764.00	\$24,954.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$34,243.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc - Miscellaneous	(\$218,404.42)	(\$264,618.96)	(\$378,506.88)	(\$312,381.00)	(\$170,753.00)	(\$170,753.00)	(\$204,703.00)	(\$204,703.00)
Fund Total: GF	(\$456,504.33)	(\$450,492.54)	(\$392,732.69)	(\$545,074.74)	(\$782,356.00)	(\$778,012.00)	(\$783,097.00)	(\$805,448.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$456,504.33	\$450,492.54	\$392,732.69	\$545,074.74	\$782,356.00	\$778,012.00	\$783,097.00	\$805,448.00
Net Grand Totals:	(\$456,504.33)	(\$450,492.54)	(\$392,732.69)	(\$545,074.74)	(\$782,356.00)	(\$778,012.00)	(\$783,097.00)	(\$805,448.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Financial Services
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
• GFOA Financial Reporting Award	Think Town Finances. Think Responsibility.
• Assumed responsibility for Position Budgeting	Think Town Finances. Think Responsibility.
•	Think Communication & Partnerships. Think Collaboration.
• Staff participation in Risk Assessment Task Force	Think Communication & Partnerships. Think Collaboration.
•	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Provided specialized training to PD regarding purchasing policy, PCards, travel, and timesheets	Think Communication & Partnerships. Think Collaboration.
• Successful financings for AMI Project and nutrient credit purchases	Think Town Finances. Think Responsibility.
•	Think Communication & Partnerships. Think Collaboration.
• Developed expenditure account guidelines for departmental use	Think Happy, Helpful, Professional Workforce. Think Opportunity.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	• Implement Time Off Requests in NWS		Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	• Ongoing implementation of Tyler CAFR Builder		Think Town Finances. Think Responsibility.
Program or Service Change	• Create ad hoc financial reports via Business Analytics		Think Town Finances. Think Responsibility.

Performance Measures

Mission Statement: To Ensure the Town’s Financial Stability

Goal: Timely Payment of Liabilities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Process 95% or more of invoices received by the payment due date	95%	96%	97%
• Remit 99% or more of payroll taxes, 401K, and retirement contributions by due date.	100%	100%	100%

Goal: Prioritize Reporting in NWS

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Record 95% or more of shared revenue distributions in NWS with 2 business days of receipt	95%	92%	94%
• Process 98% or more of invoices associated with its correct PO.	N/A	97%	N/A
• Process 95% or more of receipt deposit batches within 7 business days	95%	N/A	90%



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 02 - Administration								
	Personnel - Salaries								
50 00	Salaries Full-time	187,179.62	197,684.20	207,555.58	238,672.79	276,164.00	284,253.00	285,006.00	285,006.00
	<i>Personnel - Salaries Totals</i>	<i>\$187,179.62</i>	<i>\$197,684.20</i>	<i>\$207,555.58</i>	<i>\$238,672.79</i>	<i>\$276,164.00</i>	<i>\$284,253.00</i>	<i>\$285,006.00</i>	<i>\$285,006.00</i>
	Personnel - Benefits								
51 00	Benefits Longevity	2,200.00	2,500.00	2,800.00	3,100.00	3,400.00	3,400.00	3,800.00	3,800.00
51 10	Benefits FICA	13,624.71	14,500.26	15,294.99	17,572.05	20,690.00	22,007.00	22,094.00	22,094.00
51 11	Benefits Group Insurance - Health	23,358.84	22,382.43	17,399.07	27,289.19	31,978.00	32,734.00	33,243.00	33,243.00
51 15	Benefits Life Insurance	1,153.06	1,160.73	1,279.63	987.16	906.00	731.00	1,396.00	1,396.00
51 20	Benefits Retirement - General Employees	12,692.59	14,479.74	15,701.69	18,701.92	24,855.00	25,582.00	29,100.00	29,071.00
51 30	Benefits 401K - General Employees	7,575.08	8,007.36	8,414.26	9,670.93	11,183.00	11,506.00	11,552.00	11,552.00
	<i>Personnel - Benefits Totals</i>	<i>\$60,604.28</i>	<i>\$63,030.52</i>	<i>\$60,889.64</i>	<i>\$77,321.25</i>	<i>\$93,012.00</i>	<i>\$95,960.00</i>	<i>\$101,185.00</i>	<i>\$101,156.00</i>
	Contractual Services								
56 00	Cont Serv Professional Services	113,834.47	74,351.28	72,043.42	99,513.42	57,155.00	57,155.00	62,200.00	66,200.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	35,000.00	35,000.00	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					1.0000	(1,000.00)	(1,000.00)	
	Final Budget					1.0000	650.00	650.00	
	Final Budget					1.0000	30,000.00	30,000.00	
	Final Budget					1.0000	550.00	550.00	
							<i>Final Budget Totals</i>	<i>\$66,200.00</i>	
56 10	Cont Serv Contracts and Agreements	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00
56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	6,000.00	6,000.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	500.00	6,000.00	
							<i>Final Budget Totals</i>	<i>\$6,000.00</i>	
56 20	Cont Serv Tax Collection Service	209,913.24	221,476.89	231,065.35	270,218.23	338,000.00	307,886.00	340,000.00	360,201.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					.0200	14,770,008.00	295,400.16	



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 02 - Administration								
	Contractual Services								
	Final Budget								
	DMV Tag & Tax Fee					12.0000	5,400.00	64,800.00	
	Final Budget Totals							\$360,200.16	
56 50	Cont Serv Equipment Rental	.00	140.13	981.30	1,326.81	1,272.00	1,272.00	1,272.00	1,272.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	106.00	1,272.00	
	Final Budget Totals							\$1,272.00	
	Contractual Services Totals	\$329,747.71	\$301,968.30	\$310,090.07	\$377,058.46	\$402,427.00	\$372,313.00	\$409,472.00	\$433,673.00
	Operating Expenses								
52 00	Op Exp Copy Expense	.00	168.52	761.44	803.70	1,100.00	1,101.00	1,101.00	1,101.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	91.75	1,101.00	
	Final Budget Totals							\$1,101.00	
52 01	Op Exp Postage and Shipping Expense	1,864.10	129.15	1,879.22	1,427.88	2,000.00	2,500.00	2,500.00	2,500.00
52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	.00	.00	482.00	540.00	540.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	45.00	540.00	
	Final Budget Totals							\$540.00	
52 26	Op Exp Professional Development	4,316.24	5,353.18	3,847.12	5,540.72	4,500.00	4,950.00	5,000.00	3,800.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	550.00	550.00	
	Final Budget					1.0000	750.00	750.00	
	Final Budget					1.0000	1,200.00	1,200.00	
	Final Budget					1.0000	(1,200.00)	(1,200.00)	
	Final Budget					1.0000	2,500.00	2,500.00	
	Final Budget Totals							\$3,800.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 02 - Administration								
	Operating Expenses								
52 27	Op Exp Local Mileage	38.34	36.72	.00	41.76	90.00	90.00	57.00	57.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Finance Director					100.0000	.57	57.00	
						Final Budget Totals		\$57.00	
52 60	Op Exp Equipment Purchase	.00	.00	486.07	.00	600.00	.00	.00	.00
52 62	Op Exp Dues and Subscriptions	318.92	489.00	571.00	302.93	600.00	700.00	700.00	700.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Contingency					1.0000	49.99	50.00	
	Final Budget GFOA GAAFR Review					1.0000	50.00	50.00	
	Final Budget Government Finance Officers Association (GFOA)					1.0000	200.00	200.00	
	Final Budget NC Finance Officers Association					1.0000	50.00	50.00	
	Final Budget NCSCPM					1.0000	100.00	100.00	
	Final Budget UNC-SOG & GFOA Publications					2.0000	125.00	250.00	
						Final Budget Totals		\$700.00	
52 85	Op Exp Departmental Supplies	4,204.11	3,862.74	3,256.95	3,614.18	4,000.00	4,500.00	4,750.00	4,750.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Check Stock-A/P & Payroll					1.0000	1,200.00	1,200.00	
	Final Budget Contingency					1.0000	750.00	750.00	
	Final Budget General Office Supplies					1.0000	2,200.00	2,200.00	
	Final Budget W-2/1099 & 1095 Forms and Envelopes					1.0000	600.00	600.00	
						Final Budget Totals		\$4,750.00	
53 03	Op Exp Worker's Compensation Insurance	610.90	884.69	1,082.00	475.18	513.00	461.00	1,039.00	1,039.00
53 99	Op Exp Miscellaneous Expense	.00	.00	226.00	496.32	500.00	500.00	500.00	500.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Contingency					1.0000	500.00	500.00	
						Final Budget Totals		\$500.00	
	Operating Expenses Totals	\$11,352.61	\$10,924.00	\$12,109.80	\$12,702.67	\$13,903.00	\$15,284.00	\$16,187.00	\$14,987.00
	Miscellaneous								
59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(9,451.00)	(9,451.00)	(15,309.00)	(15,309.00)



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund	100 - GF								
	Department 41 - Financial Services								
	Division 02 - Administration								
	<i>Miscellaneous</i>								
59 98	Misc Support Services - W/S Fund	(78,274.93)	(87,921.00)	(169,833.96)	(156,350.04)	(81,488.00)	(81,488.00)	(40,499.00)	(40,499.00)
59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(9,230.00)	(9,230.00)
59 99	Misc Support Services - Electric Fund	(56,704.75)	(62,756.04)	(80,844.96)	(35,529.96)	(31,487.00)	(31,487.00)	(27,315.00)	(27,315.00)
	<i>Miscellaneous Totals</i>	<u>(\$134,979.68)</u>	<u>(\$150,677.04)</u>	<u>(\$250,678.92)</u>	<u>(\$191,880.00)</u>	<u>(\$122,426.00)</u>	<u>(\$122,426.00)</u>	<u>(\$92,353.00)</u>	<u>(\$92,353.00)</u>
	Division 02 - Administration Totals	<u>\$453,904.54</u>	<u>\$422,929.98</u>	<u>\$339,966.17</u>	<u>\$513,875.17</u>	<u>\$663,080.00</u>	<u>\$645,384.00</u>	<u>\$719,497.00</u>	<u>\$742,469.00</u>
	Department 41 - Financial Services Totals	<u>\$453,904.54</u>	<u>\$422,929.98</u>	<u>\$339,966.17</u>	<u>\$513,875.17</u>	<u>\$663,080.00</u>	<u>\$645,384.00</u>	<u>\$719,497.00</u>	<u>\$742,469.00</u>
	Fund 100 - GF Totals	<u>\$453,904.54</u>	<u>\$422,929.98</u>	<u>\$339,966.17</u>	<u>\$513,875.17</u>	<u>\$663,080.00</u>	<u>\$645,384.00</u>	<u>\$719,497.00</u>	<u>\$742,469.00</u>
	Net Grand Totals	<u>\$453,904.54</u>	<u>\$422,929.98</u>	<u>\$339,966.17</u>	<u>\$513,875.17</u>	<u>\$663,080.00</u>	<u>\$645,384.00</u>	<u>\$719,497.00</u>	<u>\$742,469.00</u>

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

Department: Financial Services

Division: Purchasing and Warehousing

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Implemented utilization of two cart mounted computers and scanners in the warehouse, which facilitates inventory management. 	Think Town Finances. Think Responsibility.
	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Completed barcode system setup for W&S and setup for Electric is ongoing. 	Think Communication & Partnerships. Think Collaboration.
	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Service truck inventory implemented for W&S and Electric operations, which improved operational efficiency. 	Think Communication & Partnerships. Think Collaboration.
	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Transitioned Electric staff to utilize Cityworks work order system to request inventory, which provides consistency in operations. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Coordinated and managed transition to State contract for office and janitorial supplies with Forms & Supply, including onsite training for utilization of vendor's online portal. 	Think Town Finances. Think Responsibility.
	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Coordinate and manage supply chain for COVID-19 Pandemic with Safety Officer. 	Think Safe, Clean, Engaged. Think Community

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	•Transition of inventory ordering to Warehouse Specialist.		Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Coordinate and manage COVID-19 Pandemic supply chain.		Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: To Procure Goods & Services and Provide Warehouse Management with Exceptional Customer Service

Goal: 1 Provide Cost Effective & Efficient Procurement of Goods & Services

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Promote 90% or more of assigned requisitions to purchase orders	90%	N/A	95%
• Purchasing Agent involvement in 30% or more of all purchase orders	30%	N/A	21%

Goal: Competent and Effective Inventory Management

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Process 80% or more of work orders submitted in Cityworks within 8 business hours of receipt	80%	N/A	95%
• Completely barcode the warehouse – percentage of barcode project completed	100%	N/A	50%



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 41 - Financial Services									
Division 10 - Purchasing and Warehousing									
<i>Personnel - Salaries</i>									
50 00	Salaries Full-time	60,173.71	97,067.91	106,830.35	100,740.19	113,837.00	126,950.00	117,672.00	117,672.00
50 04	Salaries Overtime	127.49	.00	.00	.00	.00	.00	.00	.00
	<i>Personnel - Salaries Totals</i>	<u>\$60,301.20</u>	<u>\$97,067.91</u>	<u>\$106,830.35</u>	<u>\$100,740.19</u>	<u>\$113,837.00</u>	<u>\$126,950.00</u>	<u>\$117,672.00</u>	<u>\$117,672.00</u>
<i>Personnel - Benefits</i>									
51 00	Benefits Longevity	1,100.00	1,200.00	1,400.00	1,600.00	1,600.00	1,600.00	1,800.00	1,800.00
51 10	Benefits FICA	4,559.10	7,358.82	8,181.04	7,688.44	8,660.00	9,834.00	9,139.00	9,139.00
51 11	Benefits Group Insurance - Health	7,307.90	12,778.06	10,405.66	12,795.16	17,978.00	14,308.00	18,611.00	18,611.00
51 15	Benefits Life Insurance	368.54	582.61	659.82	447.86	369.00	514.00	578.00	578.00
51 20	Benefits Retirement - General Employees	4,088.74	7,110.20	8,081.57	7,893.18	10,245.00	11,425.00	12,014.00	12,003.00
51 30	Benefits 401K - General Employees	2,456.12	3,930.78	4,329.30	4,093.88	4,618.00	5,142.00	4,779.00	4,779.00
	<i>Personnel - Benefits Totals</i>	<u>\$19,880.40</u>	<u>\$32,960.47</u>	<u>\$33,057.39</u>	<u>\$34,518.52</u>	<u>\$43,470.00</u>	<u>\$42,823.00</u>	<u>\$46,921.00</u>	<u>\$46,910.00</u>
<i>Contractual Services</i>									
56 50	Cont Serv Equipment Rental	685.00	.00	.00	2,891.96	.00	.00	.00	.00
56 51	Cont Serv Uniform Rental	.00	650.86	1,075.94	702.24	1,313.00	1,313.00	780.00	780.00
	<i>Contractual Services Totals</i>	<u>\$685.00</u>	<u>\$650.86</u>	<u>\$1,075.94</u>	<u>\$3,594.20</u>	<u>\$1,313.00</u>	<u>\$1,313.00</u>	<u>\$780.00</u>	<u>\$780.00</u>
<i>Operating Expenses</i>									
52 16	Op Exp Telephone Exp - Mobile	320.23	605.11	641.97	697.03	1,015.00	964.00	1,080.00	1,080.00
	<i>Budget Transactions</i>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					26.0000	10.00	260.00	
	Final Budget					52.0000	10.00	520.00	
						<i>Final Budget Totals</i>		<u>\$780.00</u>	
	<i>Contractual Services Totals</i>	<u>\$685.00</u>	<u>\$650.86</u>	<u>\$1,075.94</u>	<u>\$3,594.20</u>	<u>\$1,313.00</u>	<u>\$1,313.00</u>	<u>\$780.00</u>	<u>\$780.00</u>
<i>Operating Expenses</i>									
52 26	Op Exp Professional Development	180.00	.00	150.00	.00	1,350.00	1,500.00	1,500.00	900.00
	<i>Budget Transactions</i>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	650.00	650.00	
	Final Budget					1.0000	250.00	250.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 10 - Purchasing and Warehousing								
	Operating Expenses								
	Final Budget					1.0000	(600.00)	(600.00)	
	Final Budget					1.0000	600.00	600.00	
								<u>\$900.00</u>	
52 35	Op Exp Maint and Repair - Equipment	178.20	28.30	955.65	9,242.65	2,250.00	2,250.00	2,250.00	2,250.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	250.00	250.00	
	Final Budget					2.0000	250.00	500.00	
								<u>\$2,250.00</u>	
52 36	Op Exp Maint and Repair - Vehicles	100.35	365.38	107.14	.85	300.00	400.00	400.00	400.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	200.00	200.00	
	Final Budget					2.0000	100.00	200.00	
								<u>\$400.00</u>	
52 52	Op Exp Fuel	730.06	785.81	530.55	506.34	800.00	1,152.00	1,140.00	1,140.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					200.0000	2.10	420.00	
	Final Budget					30.0000	24.00	720.00	
								<u>\$1,140.00</u>	
52 60	Op Exp Equipment Purchase	2,255.00	6,415.00	650.43	682.48	900.00	925.00	500.00	500.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	500.00	500.00	
								<u>\$500.00</u>	
52 62	Op Exp Dues and Subscriptions	530.00	560.00	539.00	724.00	805.00	805.00	825.00	825.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	50.00	50.00	
	Final Budget					1.0000	125.00	125.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 10 - Purchasing and Warehousing								
	Operating Expenses								
53 99	Op Exp Miscellaneous Expense	.00	.00	7.30	.00	.00	100.00	100.00	100.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	100.00	100.00	
	Contingency								
						Final Budget Totals		\$100.00	
	<i>Operating Expenses Totals</i>	\$5,157.93	\$10,825.24	\$5,387.16	\$12,847.66	\$8,983.00	\$9,869.00	\$10,577.00	\$9,967.00
	<i>Miscellaneous</i>								
59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(3,731.00)	(3,731.00)	(135.00)	(135.00)
59 98	Misc Support Services - W/S Fund	(40,358.15)	(37,980.96)	(37,695.00)	(40,167.00)	(32,167.00)	(32,167.00)	(38,712.00)	(38,712.00)
59 99	Misc Support Services - Electric Fund	(40,358.15)	(75,960.96)	(75,390.00)	(80,334.00)	(12,429.00)	(12,429.00)	(73,503.00)	(73,503.00)
	<i>Miscellaneous Totals</i>	(\$80,716.30)	(\$113,941.92)	(\$113,085.00)	(\$120,501.00)	(\$48,327.00)	(\$48,327.00)	(\$112,350.00)	(\$112,350.00)
	Division 10 - Purchasing and Warehousing Totals	\$5,308.23	\$27,562.56	\$33,265.84	\$31,199.57	\$119,276.00	\$132,628.00	\$63,600.00	\$62,979.00
	Department 41 - Financial Services Totals	\$5,308.23	\$27,562.56	\$33,265.84	\$31,199.57	\$119,276.00	\$132,628.00	\$63,600.00	\$62,979.00
	Fund 100 - GF Totals	\$5,308.23	\$27,562.56	\$33,265.84	\$31,199.57	\$119,276.00	\$132,628.00	\$63,600.00	\$62,979.00
	Net Grand Totals	\$5,308.23	\$27,562.56	\$33,265.84	\$31,199.57	\$119,276.00	\$132,628.00	\$63,600.00	\$62,979.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Finance
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 41 - Financial Services								
	Division 95 - Capital Outlay								
	Capital Outlay								
58 50	Cap Out Capital Outlay	.00	.00	34,243.64	.00	.00	.00	.00	.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	(44,000.00)	(44,000.00)	
	Final Budget					1.0000	44,000.00	44,000.00	
						Final Budget Totals		\$0.00	
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$34,243.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
59 98	Misc Support Services - W/S Fund	(1,570.63)	.00	(9,987.96)	.00	.00	.00	.00	.00
59 99	Misc Support Services - Electric Fund	(1,137.81)	.00	(4,755.00)	.00	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	(\$2,708.44)	\$0.00	(\$14,742.96)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Division 95 - Capital Outlay Totals	(\$2,708.44)	\$0.00	\$19,500.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 41 - Financial Services Totals	(\$2,708.44)	\$0.00	\$19,500.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Fund 100 - GF Totals	(\$2,708.44)	\$0.00	\$19,500.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Net Grand Totals	(\$2,708.44)	\$0.00	\$19,500.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Community Development
Division:**

Community Development Expenditure Summary

	2016 Amended Budget	2017 Amended Budget	2018 Amended Budget	2019 Amended Budget	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$384,512.00	\$432,684.00	\$453,946.00	\$431,800.00	\$408,768.00	\$469,626.00	\$448,755.00	\$455,138.00
Benefits - Personnel - Benefits	\$124,969.00	\$136,985.00	\$147,594.00	\$148,889.00	\$141,024.00	\$157,376.00	\$155,456.00	\$156,817.00
Contract Serv - Contractual Services	\$27,796.00	\$27,996.00	\$65,448.00	\$69,448.00	\$69,948.00	\$69,948.00	\$154,948.00	\$187,448.00
Op Exp - Operating Expenses	\$43,219.00	\$52,052.00	\$41,355.00	\$56,310.00	\$45,765.00	\$49,591.00	\$57,800.00	\$54,016.00
Prgms - Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cap Outlay - Capital Outlay	\$64,000.00	\$97,990.00	\$70,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	(\$160,237.00)	(\$160,237.00)	(\$149,908.00)	(\$149,908.00)
Fund Total: GF	(\$644,496.00)	(\$747,707.00)	(\$778,343.00)	(\$716,447.00)	(\$505,268.00)	(\$586,304.00)	(\$667,051.00)	(\$703,511.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$644,496.00	\$747,707.00	\$778,343.00	\$716,447.00	\$505,268.00	\$586,304.00	\$667,051.00	\$703,511.00
Net Grand Totals:	(\$644,496.00)	(\$747,707.00)	(\$778,343.00)	(\$716,447.00)	(\$505,268.00)	(\$586,304.00)	(\$667,051.00)	(\$703,511.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Community Development
Division: Planning**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Continuing with the process improvement team/procedure to better assist customers and provide the most efficient department and customer service possible 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> •Hired three new staff members. Two Planners and Code Enforcement Officer. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Completed several ordinance changes including general development standards, adding an accessory use table, and adding assembly uses as SUP in the B-1 district. 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Continuing to incorporate new initiatives for the department and staff. Created Front Office Team Leader to help incorporate multiple different department staff into one team. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Held two successful developer’s breakfast with NCDOT and the Chief Code Official from OSFM as keynote speakers. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Updated all applications to have checklists and cover sheets. 	Think Growth. Think Balance
<ul style="list-style-type: none"> •Created timelines and flow charts for applications that will be included in the July 1 rollout of changes. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Held a two day council retreat focused on growth and development in the Town of Clayton. 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Began working on the 160D changes and the comprehensive plan update 	Think Growth. Thank Balance

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	<ul style="list-style-type: none"> Beginning the rewrite of the UDO. Continuing 160D legislation updates 	~\$120,000	Think Growth. Think Balance
Staffing Change	<ul style="list-style-type: none"> Reorganize and reallocate duties 	\$0	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Staffing Change	<ul style="list-style-type: none"> Continue to build a unified staffing between the inspections, engineering and planning staff at the reception area. 	\$0	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	<ul style="list-style-type: none"> Continue the update of the comprehensive plan including transportation plans. 	~\$60,000	Think Growth. Think Balance
Program or Service Change	<ul style="list-style-type: none"> Work with the Engineering & Inspections Department to update the Town's Engineering Specifications. 	Cost in conjunction with item 1	Think Growth. Think Balance
Program or Service Change	<ul style="list-style-type: none"> Work with the Economic Development Office on the railroad corridor parking 	TBD	Think Downtown. Think Awesome.
Program or Service Change	<ul style="list-style-type: none"> Began work on the pedestrian planning grant 	Allocated in FY 19-20	Think Downtown. Think Awesome.
Program or Service Change	<ul style="list-style-type: none"> Clean and organize the basement files with a goal to start scanning files in as time allows. 	\$0	Think Communication & Partnerships. Think Collaboration.

Performance Measures

Mission Statement: Protecting the health, safety, and welfare of the general public through best practices implementation that help grow the value of the built environment.

Goal: Timely permit review.

Objective	2019-2020 Target	2019-2020 Year to Date
• Number of permits and zoning verification letter requests created in NWS	850	1,526
• Review and processing of permits within 3 working days of permit creation in NWS, 90% or greater achievement	90%	100%

Goal: Timely plan review

Objective	2019-2020 Target	2019-2020 Year to Date
• Greater than 90% of plan review comments for TRC completed and returned to the DSC within prescribed timeframe (currently 14 business days of agenda distribution).	95%	100%

Goal: Timely administrative processing

Objective	2019-2020 Target	2019-2020 Year to Date
• Initial review and processing of administrative development application materials within 5 working days of creation on NWS, 90% or greater achievement.	90%	90%

Goal: Timely website and map updates

Objective	2019-2020 Target	2019-2020 Year to Date
• Update website and online maps within 2 working days of decision, 90% or greater achievement.	90%	100%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 15 - Planning									
<i>Personnel - Salaries</i>									
100-42-15-50 00	Salaries Full-time	284,850.48	341,113.07	387,814.51	320,761.02	338,095.00	366,483.00	344,451.00	350,834.00
100-42-15-50 021	Salaries Part-time w/Benefits	2,488.20	.00	.00	.00	.00	.00	.00	.00
<i>Personnel - Salaries Totals</i>		\$287,338.68	\$341,113.07	\$387,814.51	\$320,761.02	\$338,095.00	\$366,483.00	\$344,451.00	\$350,834.00
<i>Personnel - Benefits</i>									
100-42-15-51 00	Benefits Longevity	2,100.00	2,600.00	3,000.00	2,800.00	3,000.00	3,100.00	1,400.00	1,400.00
100-42-15-51 10	Benefits FICA	21,491.47	25,724.46	28,972.01	24,196.14	25,857.00	28,272.00	26,455.00	26,943.00
100-42-15-51 11	Benefits Group Insurance - Health	37,304.27	42,305.40	32,345.09	39,096.10	40,268.00	43,856.00	40,864.00	40,864.00
100-42-15-51 15	Benefits Life Insurance	1,751.88	1,996.79	2,281.27	1,373.43	1,062.00	906.00	1,836.00	1,836.00
100-42-15-51 20	Benefits Retirement - General Employees	19,496.10	24,978.51	29,243.08	25,212.88	30,437.00	32,984.00	35,280.00	35,908.00
100-42-15-51 30	Benefits 401K - General Employees	11,446.02	13,744.79	15,584.57	12,986.75	13,648.00	14,783.00	13,835.00	14,090.00
<i>Personnel - Benefits Totals</i>		\$93,589.74	\$111,349.95	\$111,426.02	\$105,665.30	\$114,272.00	\$123,901.00	\$119,670.00	\$121,041.00
<i>Contractual Services</i>									
100-42-15-56 00	Cont Serv Professional Services	23,611.77	13,709.27	53,900.29	36,008.50	46,500.00	46,500.00	129,500.00	167,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Arbor Day / Landscape Beautification Project Design				1.0000	1,500.00	1,500.00		
Final Budget	Carryover 160D				1.0000	20,000.00	20,000.00		
Final Budget	Carryover Comp Plan Phase 1				1.0000	17,500.00	17,500.00		
Final Budget	Comp Plan Update- Phase 2-3				1.0000	62,000.00	62,000.00		
Final Budget	UDC-rewrite Phase 1,2 and partial 3				1.0000	66,000.00	66,000.00		
Final Budget Totals							\$167,000.00		
100-42-15-56 10	Cont Serv Contracts and Agreements	974.16	.00	49.00	.00	.00	.00	.00	.00
100-42-15-56 11	Cont Serv Contract Services	114,221.36	.00	.00	.00	.00	.00	.00	.00
100-42-15-56 50	Cont Serv Equipment Rental	3,322.00	2,780.53	4,225.86	6,153.20	5,448.00	5,448.00	5,448.00	5,448.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	HPT795 Plotter/Scanner				12.0000	362.00	4,344.00		
Final Budget	Konica Minolta Copier 308				12.0000	92.00	1,104.00		
Final Budget Totals							\$5,448.00		
<i>Contractual Services Totals</i>		\$142,129.29	\$16,489.80	\$58,175.15	\$42,161.70	\$51,948.00	\$51,948.00	\$134,948.00	\$172,448.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 15 - Planning									
Operating Expenses									
100-42-15-52 00	Op Exp Copy Expense	1,708.01	1,663.68	1,389.64	1,502.09	1,600.00	1,680.00	1,680.00	1,680.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Konica Minolta Copy Expense BW					12.0000	60.00	720.00	
Final Budget	Konica Minolta Copy Expense Color					12.0000	80.00	960.00	
						Final Budget Totals		\$1,680.00	
100-42-15-52 01	Op Exp Postage and Shipping Expense	941.34	.47	967.22	1,146.89	4,863.00	1,381.00	5,126.00	5,126.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Public Notice Mailings - Code Enforcement Certified					760.0000	6.60	5,016.00	
Final Budget	Public Notice Mailings and Shipping - Planning					200.0000	.55	110.00	
						Final Budget Totals		\$5,126.00	
100-42-15-52 16	Op Exp Telephone Exp - Mobile	768.15	635.97	671.40	673.71	537.00	482.00	540.00	540.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	MP Planning Director					12.0000	45.00	540.00	
						Final Budget Totals		\$540.00	
100-42-15-52 25	Op Exp Advertising Expense	6,046.52	3,923.29	5,858.18	6,217.21	4,000.00	9,000.00	3,000.00	3,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Public Notice / RFQ Advertising					30.0000	100.00	3,000.00	
						Final Budget Totals		\$3,000.00	
100-42-15-52 26	Op Exp Professional Development	5,874.55	8,943.81	3,944.21	4,940.18	4,500.00	6,154.00	7,602.00	8,116.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Cut - Foundations in Planning & Development					2.0000	(325.00)	(650.00)	
Final Budget	Foundations in Planning & Development- Plan Tech & DSC					2.0000	325.00	650.00	
Final Budget	National Planning Conference- Sam/Haley AICP Credits					2.0000	2,340.00	4,680.00	
Final Budget	NC Planning Conference- Jeff/ Sharon					2.0000	300.00	600.00	
Final Budget	New World System Conference					1.0000	2,500.00	2,500.00	
Final Budget	Planetizen/APA Onlnce Courses REDUCE					2.0000	(168.00)	(336.00)	
Final Budget	Planetizen/APA Online Courses					4.0000	168.00	672.00	
Final Budget	TJCOG Workshops					5.0000	200.00	1,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 15 - Planning									
Operating Expenses									
	Final Budget					5.0000	(200.00)	(1,000.00)	
	TJCOG Workshops CUT								
								Final Budget Totals	\$8,116.00
100-42-15-52 27	Op Exp Local Mileage	2,433.59	2,293.40	2,436.13	2,398.00	2,700.00	2,700.00	2,700.00	2,700.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	200.00		2,400.00
	Final Budget					12.0000	25.00		300.00
								Final Budget Totals	\$2,700.00
100-42-15-52 60	Op Exp Equipment Purchase	2,283.69	10,146.71	1,898.57	7,061.53	130.00	.00	3,916.00	.00
100-42-15-52 62	Op Exp Dues and Subscriptions	7,497.44	8,622.00	9,095.10	9,143.31	2,145.00	2,385.00	2,485.00	3,080.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					5.0000	119.00		595.00
	Final Budget					1.0000	400.00		400.00
	Final Budget					1.0000	735.00		735.00
	Final Budget					1.0000	300.00		300.00
	Final Budget					1.0000	450.00		450.00
	Final Budget					12.0000	50.00		600.00
								Final Budget Totals	\$3,080.00
100-42-15-52 63	Op Exp Permits and Fees	125.00	.00	.00	.00	.00	.00	.00	.00
100-42-15-52 70	Op Exp Safety	54.35	.00	44.71	79.99	.00	275.00	275.00	275.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	275.00		275.00
								Final Budget Totals	\$275.00
100-42-15-52 71	Op Exp Protective Clothing	.00	.00	66.60	.00	.00	200.00	200.00	200.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	200.00		200.00
								Final Budget Totals	\$200.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 15 - Planning									
Operating Expenses									
100-42-15-52 85	Op Exp Departmental Supplies	3,000.48	2,904.48	3,630.36	3,911.85	4,500.00	5,000.00	4,800.00	4,800.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	General Office Supplies					12.0000	250.00	3,000.00	
Final Budget	Printer/Copier Paper					12.0000	150.00	1,800.00	
Final Budget Totals								\$4,800.00	
100-42-15-53 03	Op Exp Worker's Compensation Insurance	1,080.87	1,591.45	2,094.93	1,700.11	1,689.00	1,499.00	3,253.00	3,276.00
100-42-15-53 23	Op Exp Citizen Boards	2,200.00	.00	.00	.00	.00	.00	.00	.00
100-42-15-53 99	Op Exp Miscellaneous Expense	585.39	651.25	.00	.00	.00	.00	.00	.00
Operating Expenses Totals		\$34,599.38	\$41,376.51	\$32,097.05	\$38,774.87	\$26,664.00	\$30,756.00	\$35,577.00	\$32,793.00
Miscellaneous									
100-42-15-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(12,092.00)	(12,092.00)	(19,076.00)	(19,076.00)
100-42-15-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	(104,259.00)	(104,259.00)	(50,464.00)	(65,738.00)
100-42-15-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(11,501.00)	(14,982.00)
100-42-15-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	(40,286.00)	(40,286.00)	(34,036.00)	(44,338.00)
Miscellaneous Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$156,637.00)	(\$156,637.00)	(\$115,077.00)	(\$144,134.00)
Division 15 - Planning Totals		\$557,657.09	\$510,329.33	\$589,512.73	\$507,362.89	\$374,342.00	\$416,451.00	\$519,569.00	\$532,982.00
Department 42 - Community Development Totals		\$557,657.09	\$510,329.33	\$589,512.73	\$507,362.89	\$374,342.00	\$416,451.00	\$519,569.00	\$532,982.00
Fund 100 - GF Totals		\$557,657.09	\$510,329.33	\$589,512.73	\$507,362.89	\$374,342.00	\$416,451.00	\$519,569.00	\$532,982.00
Net Grand Totals		\$557,657.09	\$510,329.33	\$589,512.73	\$507,362.89	\$374,342.00	\$416,451.00	\$519,569.00	\$532,982.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Community Development
Division: Code Enforcement**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> Continued the minimum housing program. One structure was demolished by the home owner and two are set to go to Town Council in May. 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> Issued over 1500 zoning compliance permits for calendar year 2019. 	Think Growth. Think Balance
<ul style="list-style-type: none"> The Code Enforcement Officer is field based now. In the past it was complaint driven and the CEO was in the field sparingly. Now the officer is patrolling town every day thus resulting in more violation letters sent, increased compliance and a cleaner town. 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> Continuing to work with NWS to begin the implementation of NWS code enforcement program using the MyInspections app to increase efficiency even more. 	Think Safe, Clean, Engaged. Think Community

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2019-2020	Related Council Goal
Program or Service Change	<ul style="list-style-type: none"> Code Enforcement Software 	Using existing NWS software	Think Safe, Clean, Engaged. Think Community
Staffing Change	<ul style="list-style-type: none"> The CEO officer position will transition to take over zoning enforcement this fiscal year. 	NA	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	<ul style="list-style-type: none"> Incorporated tall grass and overgrowth fees into the fee schedule to recover costs associated with tall grass violations that our contractor has to cut. 	Expense of ~\$7,500	Think Town Finances. Think Responsibility.

Performance Measures

Mission Statement: To provide a safe and attractive community

Goal: To provide timely elimination of violations through voluntary compliance

Objective	2019-2020 Target	2019-2020 Year to Date
• Achieve voluntary compliance levels of 90% or more for nuisance enforcement	90%	89%
• Achieve voluntary compliance levels of 90% or more for zoning enforcement	90%	90%
• Conduct 95% of initial site inspections within the following 2 business days after receiving a verifiable complaint.	95%	100%

Goal: Promote safety and welfare through minimum housing enforcement

Objective	2019-2020 Target	2019-2020 Year to Date
• Spend 95% of funds available for minimum housing demolition (The reason funds have not been spent is due to voluntary compliance)	95%	0%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 16 - Code Enforcement									
<i>Personnel - Salaries</i>									
100-42-16-50 00	Salaries Full-time	85,793.72	89,893.00	94,038.19	73,513.87	68,862.00	101,253.00	102,414.00	102,414.00
100-42-16-50 50	Salaries Cashout	1,890.24	1,811.48	1,890.24	1,890.24	1,811.00	1,890.00	1,890.00	1,890.00
	<i>Personnel - Salaries Totals</i>	\$87,683.96	\$91,704.48	\$95,928.43	\$75,404.11	\$70,673.00	\$103,143.00	\$104,304.00	\$104,304.00
<i>Personnel - Benefits</i>									
100-42-16-51 00	Benefits Longevity	2,000.00	2,200.00	2,400.00	1,500.00	1,900.00	1,700.00	2,100.00	2,100.00
100-42-16-51 10	Benefits FICA	6,746.45	7,108.59	7,487.17	5,880.40	5,613.00	8,022.00	8,140.00	8,140.00
100-42-16-51 11	Benefits Group Insurance - Health	10,916.10	9,804.29	7,501.84	6,585.73	9,474.00	10,028.00	10,190.00	10,190.00
100-42-16-51 15	Benefits Life Insurance	523.93	530.95	578.30	315.81	275.00	248.00	451.00	451.00
100-42-16-51 20	Benefits Retirement - General Employees	5,931.19	6,716.52	7,257.13	5,902.98	6,517.00	9,283.00	10,649.00	10,639.00
100-42-16-51 30	Benefits 401K - General Employees	3,579.17	3,702.56	3,933.14	3,076.13	2,973.00	4,194.00	4,256.00	4,256.00
	<i>Personnel - Benefits Totals</i>	\$29,696.84	\$30,062.91	\$29,157.58	\$23,261.05	\$26,752.00	\$33,475.00	\$35,786.00	\$35,776.00
<i>Contractual Services</i>									
100-42-16-56 00	Cont Serv Professional Services	.00	.00	.00	17,950.11	18,000.00	18,000.00	20,000.00	15,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Minimum Housing Demo (Contracted)				4.0000	5,000.00	20,000.00		
Final Budget	Minimum Housing Demo - REDUCE				1.0000	(5,000.00)	(5,000.00)		
							Final Budget Totals	\$15,000.00	
	<i>Contractual Services Totals</i>	\$0.00	\$0.00	\$0.00	\$17,950.11	\$18,000.00	\$18,000.00	\$20,000.00	\$15,000.00
<i>Operating Expenses</i>									
100-42-16-52 16	Op Exp Telephone Exp - Mobile	1,030.74	846.26	840.24	1,383.90	1,026.00	938.00	996.00	996.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	AC Code Enforcement Officer				12.0000	38.01	456.00		
Final Budget	Mobile Phone Code Enforcement Officer				12.0000	45.00	540.00		
							Final Budget Totals	\$996.00	
100-42-16-52 26	Op Exp Professional Development	280.00	393.59	1,255.35	755.41	900.00	900.00	3,250.00	1,950.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Code Enforcement Officer Training -SOG, BLDG Level 1, MH				3.0000	350.00	1,050.00		
Final Budget	NCAZO Conference - Hogg- CZO credits				1.0000	950.00	950.00		
Final Budget	NCAZO Conference - Wullenwaber- CZO credits				1.0000	950.00	950.00		
Final Budget	NCAZO Conferences CUT				2.0000	(950.00)	(1,900.00)		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 16 - Code Enforcement									
Operating Expenses									
	Final Budget					3.0000	300.00	900.00	
	NCAZO Winter workshop								
								Final Budget Totals	\$1,950.00
100-42-16-52 27	Op Exp Local Mileage	.00	.00	218.28	.00	.00	.00	.00	.00
100-42-16-52 36	Op Exp Maint and Repair - Vehicles	64.06	123.82	398.80	554.38	1,500.00	850.00	.00	1,500.00
100-42-16-52 44	Op Exp Clean-Up Activity	400.00	4,110.00	6,770.00	2,872.50	11,000.00	11,500.00	11,500.00	11,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					20.0000	200.00	4,000.00	
	Final Budget					100.0000	75.00	7,500.00	
								Final Budget Totals	\$11,500.00
100-42-16-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	3,348.88	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	500.00	1,000.00	
								Final Budget Totals	\$1,000.00
100-42-16-52 52	Op Exp Fuel	358.42	298.46	321.86	1,180.71	1,200.00	1,260.00	1,260.00	1,260.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					600.0000	2.10	1,260.00	
								Final Budget Totals	\$1,260.00
100-42-16-52 60	Op Exp Equipment Purchase	515.08	.00	.00	.00	.00	.00	1,200.00	.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,200.00	1,200.00	
	Final Budget					1.0000	(1,200.00)	(1,200.00)	
								Final Budget Totals	\$0.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 16 - Code Enforcement									
Operating Expenses									
100-42-16-52 62	Op Exp Dues and Subscriptions	.00	100.00	40.00	120.00	180.00	180.00	210.00	210.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Certified Zoning Officer Annual Dues x3					3.0000	70.00	210.00	
								Final Budget Totals	\$210.00
100-42-16-52 70	Op Exp Safety	.00	.00	.00	.00	250.00	250.00	250.00	250.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Safety Equipment Service					2.0000	125.00	250.00	
								Final Budget Totals	\$250.00
100-42-16-52 71	Op Exp Protective Clothing	.00	.00	.00	156.43	200.00	200.00	200.00	200.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Gloves, Boots, Protective Eye Wear, Vests					4.0000	50.00	200.00	
								Final Budget Totals	\$200.00
100-42-16-52 85	Op Exp Departmental Supplies	1,275.63	812.14	361.28	1,065.00	450.00	500.00	500.00	500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Code Enforcement Tools, Brochures, Forms, Supplies					1.0000	500.00	500.00	
								Final Budget Totals	\$500.00
100-42-16-53 03	Op Exp Worker's Compensation Insurance	1,100.03	1,561.57	1,371.50	878.14	1,395.00	1,257.00	1,857.00	1,857.00
<i>Operating Expenses Totals</i>		\$5,023.96	\$8,245.84	\$11,577.31	\$12,315.35	\$19,101.00	\$18,835.00	\$22,223.00	\$21,223.00
<i>Miscellaneous</i>									
100-42-16-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(3,600.00)	(3,600.00)	(5,774.00)	(5,774.00)
100-42-16-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	.00	.00	(15,274.00)	.00
100-42-16-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(3,481.00)	.00
100-42-16-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	.00	.00	(10,302.00)	.00
<i>Miscellaneous Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	(\$3,600.00)	(\$3,600.00)	(\$34,831.00)	(\$5,774.00)
Division 16 - Code Enforcement Totals		\$122,404.76	\$130,013.23	\$136,663.32	\$128,930.62	\$130,926.00	\$169,853.00	\$147,482.00	\$170,529.00
Department 42 - Community Development Totals		\$122,404.76	\$130,013.23	\$136,663.32	\$128,930.62	\$130,926.00	\$169,853.00	\$147,482.00	\$170,529.00
Fund 100 - GF Totals		\$122,404.76	\$130,013.23	\$136,663.32	\$128,930.62	\$130,926.00	\$169,853.00	\$147,482.00	\$170,529.00



Detail Expenditure Budget - General Fund

Budget Year 2021

Net Grand Totals	\$122,404.76	\$130,013.23	\$136,663.32	\$128,930.62	\$130,926.00	\$169,853.00	\$147,482.00	\$170,529.00
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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Community Development
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 42 - Community Development									
Division 95 - Capital Outlay									
Capital Outlay									
100-42-95-58 01	Cap Out Construction	70,479.14	54,088.12	.00	.00	.00	.00	.00	.00
100-42-95-58 24	Cap Out Design	494.50	.00	.00	.00	.00	.00	.00	.00
100-42-95-58 50	Cap Out Capital Outlay	.00	.00	72,016.90	9,000.00	.00	.00	.00	.00
	<i>Capital Outlay Totals</i>	<u>\$70,973.64</u>	<u>\$54,088.12</u>	<u>\$72,016.90</u>	<u>\$9,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Division 95 - Capital Outlay Totals	<u>\$70,973.64</u>	<u>\$54,088.12</u>	<u>\$72,016.90</u>	<u>\$9,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Department 42 - Community Development Totals	<u>\$70,973.64</u>	<u>\$54,088.12</u>	<u>\$72,016.90</u>	<u>\$9,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Fund 100 - GF Totals	<u>\$70,973.64</u>	<u>\$54,088.12</u>	<u>\$72,016.90</u>	<u>\$9,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Net Grand Totals	<u>\$70,973.64</u>	<u>\$54,088.12</u>	<u>\$72,016.90</u>	<u>\$9,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Economic Development Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$155,056.00	\$181,947.00	\$150,654.00	\$150,654.00
Benefits - Personnel - Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$46,207.00	\$54,506.00	\$48,532.00	\$48,532.00
Contract Serv - Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$20,970.00	\$18,720.00	\$27,220.00
Op Exp - Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$25,807.00	\$29,302.00	\$34,758.00	\$26,718.00
Prgms - Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$65,250.00	\$82,750.00	\$26,500.00	\$29,000.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	(\$92,515.00)	(\$92,515.00)	(\$250,596.00)	(\$250,596.00)
Fund Total: GF	\$0.00	\$0.00	\$0.00	\$0.00	(\$234,805.00)	(\$276,960.00)	(\$28,568.00)	(\$31,528.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$234,805.00	\$276,960.00	\$28,568.00	\$31,528.00
Net Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	(\$234,805.00)	(\$276,960.00)	(\$28,568.00)	(\$31,528.00)

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Economic Development
Division:**

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Economic Development
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Continued to work with Retail Strategies to assist with defining the Clayton market, attracting new development, and recruiting new business 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • Hired new Economic Development (ED) Specialist (June 2019) 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Created “Think Clayton NC” ED website and established social media presence within existing Downtown and Town media 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Expanded professional network and knowledge base through conferences and trainings under continued memberships with the NC Economic Development Association, Southern Economic Development Council, and the International Council of Shopping Centers. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Develop draft ED Strategic Plan in partnership with Electricites and Creative ED. 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • Partnered with NCDOT Div. 4 to finalize roadway improvements, including an extension of 42 E to Ranch Rd. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Worked with County and Chamber to hold flyover event to market available parcels for large scale development 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Worked with Council to replace Christmas decorations, order new items, and create master decoration map 	Think Downtown. Think Awesome.
<ul style="list-style-type: none"> • Partnered with Parks & Recreation and Johnston County Visitors Bureau (JCVB) to host Cycle NC event 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Continued strong relationship with the Chamber to further collaboration to develop strong business community and network – ED staff continue to attend four monthly Chamber committees dedicated to resiliency and growth: Workforce 	Think Communication & Partnerships. Think Collaboration.

Development, Economic Development, Legislative and Governmental Affairs, and Education	
<ul style="list-style-type: none"> • Worked with Chamber to develop young professionals steering committee – H.Y.P.E. (Helping Young Professional Engage) held multiple networking and professional development events that were well attended 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • ED Specialist completed UNC School of Government Community and Economic Development Academy for certification 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Acquired property at Payton Drive and finalized plans for road connection and construction project – Project now transferred to Public Services 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Finalized conceptual plan for Town Square Redesign – Project now transferred to Public Services 	Think Downtown. Think Awesome.
<ul style="list-style-type: none"> • Sold downtown property at 220 E Main St. through upset bid process – Building is now an empty shell ready for redevelopment by the Lees 	Think Downtown. Think Awesome.
<ul style="list-style-type: none"> • Entered phase 2 of the Sam’s Branch Greenway project – Plan includes pedestrian tunnel and bridge 	Think Arts & Culture. Think Diversity
<ul style="list-style-type: none"> • Continued working with CDDA to review and issue façade grants to downtown properties for improvements 	Think Downtown. Think Awesome.
<ul style="list-style-type: none"> • Worked with CDDA and Parks & Recreation to hold annual events (i.e. concert and movie series, Christmas Village and Tree Lighting, Small Business Saturday) 	Think Arts & Culture. Think Diversity

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	<ul style="list-style-type: none"> •Worked with CDDA to reestablish board and committee members, update bylaws, and overall direction (ongoing) 	No new costs	Think Downtown. Think Awesome.

Staffing Change	<ul style="list-style-type: none"> Filled the Economic Development Director position (April 2020) 	Salary change	Think Economic Development. Think Prosperity
Program or Service Change	<ul style="list-style-type: none"> Potential budget alterations to assist economy and rebuild after COVID-19 	Potential budget changes	Think Economic Development. Think Prosperity
Program or Service Change	<ul style="list-style-type: none"> Special Events Coordinator position established in FY19/20 – events portion of ED budget being reallocated to Parks & Recreation position in FY/20/21 	Internal budget alteration	Think Town Finances. Think Responsibility.



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																																																																																
Fund 100 - GF																																																																																									
Department 43 - Economic Development																																																																																									
Division 02 - Administration																																																																																									
<i>Personnel - Salaries</i>																																																																																									
100-43-02-50 00	Salaries Full-time	.00	.00	.00	.00	155,056.00	179,770.00	150,654.00	150,654.00																																																																																
100-43-02-50 04	Salaries Overtime	.00	.00	.00	.00	.00	2,177.00	.00	.00																																																																																
	<i>Personnel - Salaries Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$155,056.00	\$181,947.00	\$150,654.00	\$150,654.00																																																																																
<i>Personnel - Benefits</i>																																																																																									
100-43-02-51 00	Benefits Longevity	.00	.00	.00	.00	800.00	800.00	100.00	100.00																																																																																
100-43-02-51 10	Benefits FICA	.00	.00	.00	.00	11,524.00	13,980.00	11,533.00	11,533.00																																																																																
100-43-02-51 11	Benefits Group Insurance - Health	.00	.00	.00	.00	13,134.00	14,837.00	14,636.00	14,636.00																																																																																
100-43-02-51 15	Benefits Life Insurance	.00	.00	.00	.00	547.00	1,115.00	857.00	857.00																																																																																
100-43-02-51 20	Benefits Retirement - General Employees	.00	.00	.00	.00	13,964.00	16,465.00	15,376.00	15,376.00																																																																																
100-43-02-51 30	Benefits 401K - General Employees	.00	.00	.00	.00	6,238.00	7,309.00	6,030.00	6,030.00																																																																																
	<i>Personnel - Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$46,207.00	\$54,506.00	\$48,532.00	\$48,532.00																																																																																
<i>Contractual Services</i>																																																																																									
100-43-02-56 00	Cont Serv Professional Services	.00	.00	.00	.00	35,000.00	20,970.00	18,720.00	27,220.00																																																																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th></th> <th></th> <th></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th>Total Amount</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Consultant Graphic Design Assistance</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>5,000.00</td> <td>5,000.00</td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Consultant Graphic Design Assistance - REDUCE</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>(4,000.00)</td> <td>(4,000.00)</td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Retail Strategies</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>25,000.00</td> <td>25,000.00</td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Website Annual Hosting Fee</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>220.00</td> <td>220.00</td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Website Support</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>1,000.00</td> <td>1,000.00</td> <td></td> <td></td> </tr> <tr> <td colspan="7"></td> <td style="text-align: right;">Final Budget Totals</td> <td>\$27,220.00</td> <td></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction				Number of Units	Cost Per Unit	Total Amount			Final Budget	Consultant Graphic Design Assistance				1.0000	5,000.00	5,000.00			Final Budget	Consultant Graphic Design Assistance - REDUCE				1.0000	(4,000.00)	(4,000.00)			Final Budget	Retail Strategies				1.0000	25,000.00	25,000.00			Final Budget	Website Annual Hosting Fee				1.0000	220.00	220.00			Final Budget	Website Support				1.0000	1,000.00	1,000.00										Final Budget Totals	\$27,220.00	
Budget Transactions																																																																																									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount																																																																																		
Final Budget	Consultant Graphic Design Assistance				1.0000	5,000.00	5,000.00																																																																																		
Final Budget	Consultant Graphic Design Assistance - REDUCE				1.0000	(4,000.00)	(4,000.00)																																																																																		
Final Budget	Retail Strategies				1.0000	25,000.00	25,000.00																																																																																		
Final Budget	Website Annual Hosting Fee				1.0000	220.00	220.00																																																																																		
Final Budget	Website Support				1.0000	1,000.00	1,000.00																																																																																		
							Final Budget Totals	\$27,220.00																																																																																	
	<i>Contractual Services Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$20,970.00	\$18,720.00	\$27,220.00																																																																																
<i>Operating Expenses</i>																																																																																									
100-43-02-52 00	Op Exp Copy Expense	.00	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00																																																																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th></th> <th></th> <th></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th>Total Amount</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Brochures, Print Material, RSVP Cards, Etc.</td> <td></td> <td></td> <td></td> <td>1.0000</td> <td>1,000.00</td> <td>1,000.00</td> <td></td> <td></td> </tr> <tr> <td colspan="7"></td> <td style="text-align: right;">Final Budget Totals</td> <td>\$1,000.00</td> <td></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction				Number of Units	Cost Per Unit	Total Amount			Final Budget	Brochures, Print Material, RSVP Cards, Etc.				1.0000	1,000.00	1,000.00										Final Budget Totals	\$1,000.00																																									
Budget Transactions																																																																																									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount																																																																																		
Final Budget	Brochures, Print Material, RSVP Cards, Etc.				1.0000	1,000.00	1,000.00																																																																																		
							Final Budget Totals	\$1,000.00																																																																																	
100-43-02-52 01	Op Exp Postage and Shipping Expense	.00	.00	.00	.00	.00	.00	500.00	500.00																																																																																



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **43 - Economic Development**
 Division **02 - Administration**
Operating Expenses

100-43-02-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	.00	1,732.00	1,732.00	1,140.00	1,200.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Mobile Hot Spot			12.0000	10.00	120.00		
Final Budget	MP - ED Director			12.0000	45.00	540.00		
Final Budget	MP - ED Specialist - Will Need New Phone and #			12.0000	45.00	540.00		
							Final Budget Totals	\$1,200.00

100-43-02-52 24	Op Exp Marketing Expense	.00	.00	.00	.00	1,750.00	1,750.00	14,250.00	9,000.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Annual Industry/Business Appreciation Event			1.0000	1,500.00	1,500.00		
Final Budget	Business Meals			10.0000	50.00	500.00		
Final Budget	Economic Development Swag			1.0000	1,500.00	1,500.00		
Final Budget	ICSC Carolinas Conference			2.0000	1,000.00	2,000.00		
Final Budget	ICSC Conference			1.0000	1,750.00	1,750.00		
Final Budget	ICSC Conference (Mayor & Manager)			2.0000	1,750.00	3,500.00		
Final Budget	ICSC Conference (Mayor & Manager) - CUT			1.0000	(3,500.00)	(3,500.00)		
Final Budget	ICSC Conference - CUT			1.0000	(1,750.00)	(1,750.00)		
Final Budget	ICSC Southeast Conference			1.0000	1,000.00	1,000.00		
Final Budget	Marketing materials - Economic Development Strategy			1.0000	2,500.00	2,500.00		
							Final Budget Totals	\$9,000.00

100-43-02-52 26	Op Exp Professional Development	.00	.00	.00	.00	12,000.00	18,150.00	10,100.00	7,550.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Certified Economic Developer			1.0000	2,750.00	2,750.00		
Final Budget	IEDC Conference			1.0000	2,500.00	2,500.00		
Final Budget	IEDC Conference REDUCE			1.0000	(1,000.00)	(1,000.00)		
Final Budget	Life Sciences/Biotech Conference			2.0000	1,000.00	2,000.00		
Final Budget	Life Sciences/Biotech REDUCE			1.0000	(1,000.00)	(1,000.00)		
Final Budget	NCEDA Fall Conference REDUCE			1.0000	(1,000.00)	(1,000.00)		
Final Budget	NCEDA Fall Conference/Site Selector Summit			2.0000	1,000.00	2,000.00		
Final Budget	Southern Economic Development Council			1.0000	1,200.00	1,200.00		
Final Budget	Southern Economic Development Council - CUT			1.0000	(1,200.00)	(1,200.00)		

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Economic Development
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
	Net Grand Totals								

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Data and Technology Services
Division:**

Data and Technology Services Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$0.00	\$0.00	\$0.00	\$62,665.64	\$63,961.00	\$65,718.00	\$65,803.00	\$65,803.00
Benefits - Personnel - Benefits	\$0.00	\$0.00	\$0.00	\$20,346.51	\$21,704.00	\$22,130.00	\$23,376.00	\$23,370.00
Contract Serv - Contractual Services	\$0.00	\$0.00	\$0.00	\$832,726.33	\$940,212.00	\$940,212.00	\$1,074,870.00	\$1,071,990.00
Op Exp - Operating Expenses	\$0.00	\$0.00	\$0.00	\$122,304.41	\$176,007.00	\$179,448.00	\$204,803.00	\$218,345.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$223,200.00	\$84,300.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	(\$181,849.08)	(\$350,623.00)	(\$350,623.00)	(\$214,243.00)	(\$214,243.00)
Fund Total: GF	\$0.00	\$0.00	\$0.00	(\$861,202.66)	(\$886,361.00)	(\$891,985.00)	(\$1,377,809.00)	(\$1,249,565.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$0.00	\$0.00	\$0.00	\$861,202.66	\$886,361.00	\$891,985.00	\$1,377,809.00	\$1,249,565.00
Net Grand Totals:	\$0.00	\$0.00	\$0.00	(\$861,202.66)	(\$886,361.00)	(\$891,985.00)	(\$1,377,809.00)	(\$1,249,565.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Data and Technology Services
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Maintained business continuity during pandemic / Supported remote working for Staff 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • Implemented Blue Beam Plan Review Software to support remote work for Planning/Engineering Departments 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Online Council Meeting Solutions 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Implemented Microsoft Teams for staff remote collaboration. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Implement Downtown Camera Solution 	Think Downtown. Think Awesome.
<ul style="list-style-type: none"> • Collaborate/implement solution for Regional Wastewater Pretreatment Facility 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Provide database support for AMI Project 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Support data mining for Electric and Water/Sewer Rate Studies 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Provided training and support services for in-house scanning project. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Refresh Library KIOSKS 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Support office relocations and cabling efforts 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Collaborate/Support/implement Camera/security system 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> • Create infrastructure/support Major NWS upgrade 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • Refresh Local Servers (Citiworks, NWS) 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Implementing SIP Phone solution (money savings for Town) 	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020- 2021	Related Council Goal
Program or Service Change	• Fiber to Operations Center/Community Center	\$84,300	Think Growth. Think Balance
Program or Service Change	• Extended VCIO access for Staff	\$53,448	Think Communication & Partnerships. Think Collaboration.
Program or Service Change	• Data/Backup solutions for PD/PIO	\$17,150	Think Growth. Think Balance
Program or Service Change	• Multifactor Authentication	\$26,160	Think Town Finances. Think Responsibility.
Program or Service Change	• KnowB4	\$9,064	Think Town Finances. Think Responsibility.

Performance Measures

Mission Statement: Keeping Clayton Connected, Current and Secure.

Goal: Maintain systems data integrity.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Perform daily data backups on all business-critical systems	99%	99.9	99.9
• Incidents per endpoint per month	<0.5	0.43	0.41

Goal: Ticket response and closure within prescribed timeframe.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Resolve high-priority tickets within 2 hours	95%	96.1%	97.4%
• Resolve priority 3 tickets within 2 business days	95%	93.9%	98.2%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 47 - Data and Technology Services									
Division 02 - Administration									
Personnel - Salaries									
100-47-02-50 00	Salaries Full-time	.00	.00	.00	62,665.64	63,961.00	65,718.00	65,803.00	65,803.00
	<i>Personnel - Salaries Totals</i>	\$0.00	\$0.00	\$0.00	\$62,665.64	\$63,961.00	\$65,718.00	\$65,803.00	\$65,803.00
Personnel - Benefits									
100-47-02-51 00	Benefits Longevity	.00	.00	.00	1,000.00	1,100.00	1,100.00	1,200.00	1,200.00
100-47-02-51 10	Benefits FICA	.00	.00	.00	4,817.28	5,030.00	5,112.00	5,126.00	5,126.00
100-47-02-51 11	Benefits Group Insurance - Health	.00	.00	.00	6,805.92	7,000.00	7,154.00	7,316.00	7,316.00
100-47-02-51 15	Benefits Life Insurance	.00	.00	.00	267.94	215.00	176.00	336.00	336.00
100-47-02-51 20	Benefits Retirement - General Employees	.00	.00	.00	4,908.76	5,757.00	5,915.00	6,718.00	6,712.00
100-47-02-51 30	Benefits 401K - General Employees	.00	.00	.00	2,546.61	2,602.00	2,673.00	2,680.00	2,680.00
	<i>Personnel - Benefits Totals</i>	\$0.00	\$0.00	\$0.00	\$20,346.51	\$21,704.00	\$22,130.00	\$23,376.00	\$23,370.00
Contractual Services									
100-47-02-56 00	Cont Serv Professional Services	.00	.00	.00	612,413.08	722,188.00	722,188.00	841,340.00	838,460.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Additions to VOA for new users	14.0000	2,327.20	32,580.80
Final Budget	Additional memory for NWS Server upgrades	1.0000	3,000.00	3,000.00
Final Budget	Managed Services (VOA)	12.0000	43,195.00	518,340.00
Final Budget	Network as a Service - Routers	12.0000	1,464.00	17,568.00
Final Budget	Network as a Service - Switches	12.0000	2,128.00	25,536.00
Final Budget	NEW - File Backup Solution for Communications Office data	1.0000	8,575.00	8,575.00
Final Budget	NEW - File Backup Solution for PD Video files	1.0000	8,575.00	8,575.00
Final Budget	NEW - IT changes for replacement of Fuel Program	1.0000	3,500.00	3,500.00
Final Budget	NEW - IT Consultant to review IT program	1.0000	53,448.00	53,448.00
Final Budget	NEW - NWS Onsite Training	1.0000	5,000.00	5,000.00
Final Budget	NEW - SECURITY - Domain Integrated Multifactor Authentication	1.0000	26,160.00	26,160.00
Final Budget	NEW - SECURITY - KnowB4	1.0000	9,064.00	9,064.00
Final Budget	NEW - Sharepoint	1.0000	25,788.00	25,788.00
Final Budget	NEW - VC3 - Onsite Scheduled hours for CIO	12.0000	4,454.00	53,448.00
Final Budget	NEW - VC3 - Onsite Scheduled hours for CIO - CUT	12.0000	(4,454.00)	(53,448.00)
Final Budget	NWS - Upgrade Assistance	1.0000	2,000.00	2,000.00
Final Budget	Social Media Archiving	12.0000	399.00	4,788.00
Final Budget	Upgrade 5 servers to newest software platforms	5.0000	2,225.00	11,125.00
Final Budget	VC3 - Onsite Technical Support	12.0000	6,078.00	72,936.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **47 - Data and Technology Services**
 Division **02 - Administration**
Contractual Services

Final Budget	VC3 - Wifi Bridge FS2					12.0000	873.00	10,476.00	
Final Budget Totals								\$838,459.80	

100-47-02-56 10	Cont Serv Contracts and Agreements	.00	.00	.00	166,259.17	193,024.00	193,024.00	.00	.00
100-47-02-56 11	Cont Serv Contract Services	.00	.00	.00	54,054.08	25,000.00	25,000.00	233,530.00	233,530.00

Budget Transactions						Number of Units	Cost Per Unit	Total Amount
Level	Transaction							
Final Budget	CityWorks Annual Support					1.0000	30,000.00	30,000.00
Final Budget	CUCM Licenses					1.0000	900.00	900.00
Final Budget	Dynamic DNS					1.0000	7,925.00	7,925.00
Final Budget	ESRI GIS EA Agreement					1.0000	25,000.00	25,000.00
Final Budget	GO To Meeting					2.0000	360.00	720.00
Final Budget	NWS Annual Support					1.0000	117,625.00	117,625.00
Final Budget	PEG Channel					2.0000	13,880.00	27,760.00
Final Budget	SA Announce/Upgrade					1.0000	6,500.00	6,500.00
Final Budget	SSL Certificate					1.0000	900.00	900.00
Final Budget	TerraSync & Pathfinder Office Maintenance					1.0000	900.00	900.00
Final Budget	Unified Communications System Maintenance (Smartnet)					1.0000	15,300.00	15,300.00
Final Budget Totals								\$233,530.00

<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$832,726.33	\$940,212.00	\$940,212.00	\$1,074,870.00	\$1,071,990.00
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Operating Expenses

100-47-02-52 15	Op Exp Telephone Exp - Buildings	.00	.00	.00	109,457.04	125,855.00	125,855.00	134,105.00	147,065.00
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Budget Transactions						Number of Units	Cost Per Unit	Total Amount
Level	Transaction							
Final Budget	CenturyLink # 307341986 - Fire Alarm Lines CC (2)					12.0000	113.00	1,356.00
Final Budget	CenturyLink #307484537					12.0000	59.00	708.00
Final Budget	CenturyLink #308091771 - LE analog lines, LS FS1 alarm, Rec					12.0000	1,150.00	13,800.00
Final Budget	CenturyLink #308230853 - CCC fire & elevator, FS alarm, 911 & el					12.0000	510.00	6,120.00
Final Budget	CenturyLink #320206089					12.0000	150.00	1,800.00
Final Budget	CenturyLink #320206089 Long Distance					12.0000	152.00	1,824.00
Final Budget	NEW - Backup Internet Link/Downtown Camera Backup					12.0000	687.50	8,250.00
Final Budget	NEW - Fiber connection for downtown camera					12.0000	450.00	5,400.00
Final Budget	NEW - New 100MB FIA Circuit for Ops Center					12.0000	1,080.00	12,960.00
Final Budget	TWC - 10MB Metro E - CCC (605973701)					12.0000	680.76	8,169.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 47 - Data and Technology Services									
Division 02 - Administration									
Operating Expenses									
Final Budget	TWC - 10MB Metro E - WWTP (370336802)					12.0000	765.80	9,190.00	
Final Budget	TWC - 15M Non-VOA Traffice Internet Connection (344396501)					12.0000	800.00	9,600.00	
Final Budget	TWC - 2MB Metro E - FS2 (607018501)					12.0000	326.10	3,913.00	
Final Budget	TWC - 50MB Metro E - Ops Center 9=(605734101)					12.0000	217.00	2,604.00	
Final Budget	TWC - PRI - OPS (862040501)					3.0000	592.62	1,778.00	
Final Budget	TWC - PTP to Columbia + Main PRI (867222801)					12.0000	3,192.15	38,306.00	
Final Budget	TWC - Public Internet Connection (379363901)					12.0000	119.00	1,428.00	
Final Budget	VC3 - Internet Services to support SIP routing					9.0000	1,178.75	10,609.00	
Final Budget	VC3 - Setup SIP routing					1.0000	2,950.00	2,950.00	
Final Budget	VC3 - SIP Route trough Internet (Remove PRI)					9.0000	700.00	6,300.00	
								Final Budget Totals	\$147,065.00
100-47-02-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	678.43	540.00	482.00	540.00	540.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	MP - Data Base Administrator					12.0000	45.00	540.00	
								Final Budget Totals	\$540.00
100-47-02-52 26	Op Exp Professional Development	.00	.00	.00	2,881.32	3,000.00	3,750.00	3,750.00	3,425.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Certification Courses					1.0000	500.00	500.00	
Final Budget	NWS Annual Conference					1.0000	2,500.00	2,500.00	
Final Budget	Training Updates					1.0000	750.00	750.00	
Final Budget	Training Updates REDUCE					1.0000	(325.00)	(325.00)	
								Final Budget Totals	\$3,425.00
100-47-02-52 35	Op Exp Maint and Repair - Equipment	.00	.00	.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Allowance for repairs					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$2,000.00
100-47-02-52 60	Op Exp Equipment Purchase	.00	.00	.00	8,716.62	44,000.00	44,950.00	54,700.00	55,600.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	1. PD MDT Replacements					8.0000	1,500.00	12,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	47 - Data and Technology Services								
Division	02 - Administration								
Operating Expenses									
Final Budget	10. SQL Reference Publications					1.0000	500.00	500.00	
Final Budget	11. Mobile phone for Database Admin					1.0000	200.00	200.00	
Final Budget	12. Spare Microsoft Surface machines					5.0000	500.00	2,500.00	
Final Budget	13. Networking Supplies					1.0000	1,000.00	1,000.00	
Final Budget	14. Replacement laptops for Parks & Rec					2.0000	700.00	1,400.00	
Final Budget	15. Touchscreen laptop for Recreation Center Desk					1.0000	1,500.00	1,500.00	
Final Budget	16. Upgrade/Replace Windows 7 Laptops					23.0000	700.00	16,100.00	
Final Budget	17. Laptop for Planning					1.0000	1,000.00	1,000.00	
Final Budget	18. iPad for Streets Department					1.0000	650.00	650.00	
Final Budget	19. Laptop for CS Director					1.0000	900.00	900.00	
Final Budget	2. Laptops for EOC/Training					5.0000	700.00	3,500.00	
Final Budget	3. Laptop for Database Admin					1.0000	900.00	900.00	
Final Budget	4. UPS Replacements					3.0000	500.00	1,500.00	
Final Budget	5. Allowance for Hardware, equipment, replacements					1.0000	5,000.00	5,000.00	
Final Budget	6. Replacement ipad for Town Engineer					1.0000	650.00	650.00	
Final Budget	7. Toughbooks and accessories for Electric Dept					7.0000	700.00	4,900.00	
Final Budget	8. Replacement laptop for Safety Officer					1.0000	700.00	700.00	
Final Budget	9. Laptop for HR Specialist					1.0000	700.00	700.00	
	Final Budget Totals							\$55,600.00	
100-47-02-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	.00	.00	510.00	7,569.00	7,576.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Adobe DC Subscription (old licenses will no longer work)					26.0000	216.00	5,616.00	
Final Budget	Cisco Phone Licenses (5 pack)					1.0000	1,150.00	1,150.00	
Final Budget	InDesign License for Parks and Rec					1.0000	309.40	309.40	
Final Budget	Professional IT Publications					1.0000	500.00	500.00	
	Final Budget Totals							\$7,575.40	
100-47-02-52 85	Op Exp Departmental Supplies	.00	.00	.00	95.82	52.00	.00	1,000.00	1,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	IT Accessories (cables, mouse, chargers, etc.)					1.0000	750.00	750.00	
Final Budget	Office supplies					1.0000	250.00	250.00	
	Final Budget Totals							\$1,000.00	
100-47-02-53 03	Op Exp Worker's Compensation Insurance	.00	.00	.00	475.18	560.00	1,901.00	1,139.00	1,139.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 47 - Data and Technology Services									
Division 02 - Administration									
	<i>Operating Expenses Totals</i>	\$0.00	\$0.00	\$0.00	\$122,304.41	\$176,007.00	\$179,448.00	\$204,803.00	\$218,345.00
	<i>Miscellaneous</i>								
100-47-02-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(96,215.00)	(96,215.00)	(36,433.00)	(36,433.00)
100-47-02-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(106,970.04)	(163,548.00)	(163,548.00)	(104,096.00)	(104,096.00)
100-47-02-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(74,879.04)	(90,860.00)	(90,860.00)	(67,662.00)	(67,662.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	(\$181,849.08)	(\$350,623.00)	(\$350,623.00)	(\$208,191.00)	(\$208,191.00)
	Division 02 - Administration Totals	\$0.00	\$0.00	\$0.00	\$856,193.81	\$851,261.00	\$856,885.00	\$1,160,661.00	\$1,171,317.00
Department 47 - Data and Technology Services Totals		\$0.00	\$0.00	\$0.00	\$856,193.81	\$851,261.00	\$856,885.00	\$1,160,661.00	\$1,171,317.00
Fund 100 - GF Totals		\$0.00	\$0.00	\$0.00	\$856,193.81	\$851,261.00	\$856,885.00	\$1,160,661.00	\$1,171,317.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$856,193.81	\$851,261.00	\$856,885.00	\$1,160,661.00	\$1,171,317.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Data and Technology Services
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 47 - Data and Technology Services									
Division 95 - Capital Outlay									
Capital Outlay									
100-47-95-58 00	Cap Out Capital Projects	.00	.00	.00	.00	35,100.00	35,100.00	223,200.00	84,300.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	(88,900.00)	(88,900.00)	
	Final Budget					1.0000	88,900.00	88,900.00	
	Final Budget					1.0000	84,300.00	84,300.00	
						Final Budget Totals		\$84,300.00	
100-47-95-58 50	Cap Out Capital Outlay	.00	.00	.00	5,008.85	.00	.00	.00	.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$223,200.00	\$84,300.00
	<i>Miscellaneous</i>								
100-47-95-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	.00	(1,059.00)	(1,059.00)
100-47-95-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	.00	.00	(3,026.00)	(3,026.00)
100-47-95-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	.00	.00	(1,967.00)	(1,967.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,052.00)	(\$6,052.00)
	Division 95 - Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$217,148.00	\$78,248.00
Department 47 - Data and Technology Services Totals		\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$217,148.00	\$78,248.00
Fund 100 - GF Totals		\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$217,148.00	\$78,248.00
Net Grand Totals		\$0.00	\$0.00	\$0.00	\$5,008.85	\$35,100.00	\$35,100.00	\$217,148.00	\$78,248.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Communications
Division:**

Communications Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$0.00	\$0.00	\$0.00	\$100,741.26	\$125,061.00	\$128,154.00	\$127,819.00	\$127,819.00
Benefits - Personnel - Benefits	\$0.00	\$0.00	\$0.00	\$31,189.83	\$40,289.00	\$42,083.00	\$44,213.00	\$44,200.00
Contract Serv - Contractual Services	\$0.00	\$0.00	\$0.00	\$4,044.40	\$11,700.00	\$11,700.00	\$44,200.00	\$44,200.00
Op Exp - Operating Expenses	\$0.00	\$0.00	\$0.00	\$17,121.48	\$24,821.00	\$22,980.00	\$13,527.00	\$25,366.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,300.00	\$0.00	\$0.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	(\$95,013.96)	(\$63,381.00)	(\$63,381.00)	(\$43,957.00)	(\$43,957.00)
Fund Total: GF	\$0.00	\$0.00	\$0.00	(\$58,083.01)	(\$138,490.00)	(\$145,836.00)	(\$185,802.00)	(\$197,628.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$0.00	\$0.00	\$0.00	\$58,083.01	\$138,490.00	\$145,836.00	\$185,802.00	\$197,628.00
Net Grand Totals:	\$0.00	\$0.00	\$0.00	(\$58,083.01)	(\$138,490.00)	(\$145,836.00)	(\$185,802.00)	(\$197,628.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Communications
Division: Administration**

2020-2021 Major Accomplishments	Related Council Goal
• Remote Streaming of Town Council Meetings	Think Communication & Partnerships. Think Collaboration.
• Successful Parks Bond Video/Communication Campaign Results in 75% Voter Approval	Think Town Finances. Think Responsibility.
• Coordination of town & fire district wide COVID communication	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: We exist to tell Clayton’s story and make government understandable.

Goal: TIMELY & EFFECTIVE RESPONSE TO THE MEDIA (NEW METRIC – NO DATA)

Objective: Respond to 95% of Media Requests DAY OF RECEIPT	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
WORKLOAD			
# of media requests from TV outlets responded to			
# of media requests from newspaper/online outlets responded to			
# of media requests responded to same day of receipt			
EFFICIENCY			
Avg # of media requests responded to per month			
EFFECTIVENESS			
% of media requests responded to same day of receipt	95%		

Goal: EQUITABLE PROMOTION OF EACH TOWN DEPARTMENT (NEW METRIC – NO DATA)

Objective: Complete One Major Promotion of Each Department on a Monthly Basis	2020-2021 Target	Fiscal Year 2017-2018 Actual	2019-2020 Year to Date
WORKLOAD			
# of completed promotions for Fire Department	1		
# of completed promotions for the Police Department	1		
# of completed promotions for the Library	1		
# of completed promotions for Parks & Recreation	1		
# of completed promotions for Clayton Public Power	1		
# of completed promotions for Water & Sewer	1		
# of completed promotions for Streets	1		
# of completed promotions for Downtown	1		
# of completed promotions for Economic Development	1		
# of completed promotions for Utilities & Billing	1		
# of completed promotions for Planning	1		
EFFICIENCY			
Avg # completed promotions per month			
EFFECTIVENESS			
% of departments benefiting from one major monthly promotion	80%		

Goal: Timely & Effective Response to the Public (NEW METRIC – NO DATA)

Objective: Respond to 95% of Public Inquiries in One-Business Day (Phone calls & emails)	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
WORKLOAD			
# of phone inquiries responded to			
# of email inquiries responded to			
# of phone/email inquiries responded to within one business day of receipt			
EFFICIENCY			

Avg # of public inquiries responded to per day			
EFFECTIVENESS			
% of public requests responded to same day of receipt	100%		

Goal: EFFECTIVE PUBLIC ENGAGEMENT (NEW METRIC – NO DATA)

Objective: 5% Increase in Engagement/Social Media Impact (Town of Clayton main accounts & ClaytonNC.org)	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
ENGAGEMENT			
# of Facebook posts			
# of Tweets			
# of Instagram posts			
# Website stories added			
# Town emails/notifications sent			
# YouTube videos posted			
EFFICIENCY			
# of new Facebook followers			
# of Twitter followers			
# of Instagram followers			
# of unique webpage views			
# Town emails/notifications subscribers			
# YouTube views/subscribers			
EFFECTIVENESS			
% increase in engagement on Facebook	5%		
% increase in engagement on Twitter	5%		
% increase in engagement on Instagram	5%		
% increase in visitors on website	5%		
% increase of open rates and link clicks on email notifications	5%		
% increase in engagement on YouTube	5%		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 48 - Communications									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-48-02-50 00	Salaries Full-time	.00	.00	.00	100,741.26	125,061.00	128,154.00	127,819.00	127,819.00
<i>Personnel - Salaries Totals</i>		\$0.00	\$0.00	\$0.00	\$100,741.26	\$125,061.00	\$128,154.00	\$127,819.00	\$127,819.00
<i>Personnel - Benefits</i>									
100-48-02-51 00	Benefits Longevity	.00	.00	.00	900.00	700.00	700.00	900.00	900.00
100-48-02-51 10	Benefits FICA	.00	.00	.00	7,731.12	9,441.00	9,858.00	9,847.00	9,847.00
100-48-02-51 11	Benefits Group Insurance - Health	.00	.00	.00	10,140.65	13,431.00	14,308.00	14,632.00	14,632.00
100-48-02-51 15	Benefits Life Insurance	.00	.00	.00	467.68	419.00	486.00	635.00	635.00
100-48-02-51 20	Benefits Retirement - General Employees	.00	.00	.00	7,884.69	11,264.00	11,576.00	13,050.00	13,037.00
100-48-02-51 30	Benefits 401K - General Employees	.00	.00	.00	4,065.69	5,034.00	5,155.00	5,149.00	5,149.00
<i>Personnel - Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$31,189.83	\$40,289.00	\$42,083.00	\$44,213.00	\$44,200.00
<i>Contractual Services</i>									
100-48-02-56 10	Cont Serv Contracts and Agreements	.00	.00	.00	4,044.40	11,700.00	11,700.00	11,700.00	11,700.00
100-48-02-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	32,500.00	32,500.00
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$4,044.40	\$11,700.00	\$11,700.00	\$44,200.00	\$44,200.00
<i>Operating Expenses</i>									
100-48-02-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	1,785.25	1,494.00	964.00	1,537.00	1,537.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Public Notification System					1.0000	7,500.00	7,500.00	
Final Budget	Website ReDesign and Hosting					1.0000	25,000.00	25,000.00	
Final Budget Totals								\$32,500.00	
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$4,044.40	\$11,700.00	\$11,700.00	\$44,200.00	\$44,200.00
<i>Operating Expenses</i>									
100-48-02-52 25	Op Exp Advertising Expense	.00	.00	.00	5,853.97	14,988.00	14,988.00	.00	14,488.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Brochures for Library/Utilities & Billing					3.0000	900.00	2,700.00	
Final Budget	Public Outreach					1.0000	10,000.00	10,000.00	
Final Budget	Social Media Advertising					12.0000	20.00	240.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 48 - Communications									
Division 02 - Administration									
Operating Expenses									
	Final Budget					12.0000	129.00	1,548.00	
	Social Media Management Platform								
	Final Budget Totals							\$14,488.00	
100-48-02-52 26	Op Exp Professional Development	.00	.00	.00	127.25	1,800.00	1,800.00	6,501.00	1,950.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,800.00	1,800.00	
	Final Budget					1.0000	(1,800.00)	(1,800.00)	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	(1,500.00)	(1,500.00)	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					1.0000	(1,700.00)	(1,700.00)	
	Final Budget					1.0000	1,700.00	1,700.00	
	Final Budget					2.0000	650.00	1,300.00	
	Final Budget					1.0000	(650.00)	(650.00)	
	Final Budget					2.0000	150.00	300.00	
	Final Budget					2.0000	200.00	400.00	
	Final Budget					2.0000	(200.00)	(400.00)	
	Final Budget Totals							\$1,950.00	
100-48-02-52 27	Op Exp Local Mileage	.00	.00	.00	2,400.00	2,400.00	1,200.00	2,400.00	2,400.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	200.00	2,400.00	
	Final Budget Totals							\$2,400.00	
100-48-02-52 60	Op Exp Equipment Purchase	.00	.00	.00	652.52	900.00	900.00	901.00	901.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	200.00	400.00	
	Final Budget					1.0000	1.00	1.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget Totals							\$901.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 48 - Communications									
Division 02 - Administration									
Operating Expenses									
100-48-02-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	4,453.15	1,552.00	1,552.00	.00	1,302.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	3CMA Annual Membership				1.0000	390.00	390.00		
Final Budget	Annual Subscription to Graphic Art Software - Canva				1.0000	120.00	120.00		
Final Budget	Industry Award Entries				5.0000	85.00	425.00		
Final Budget	NC City County Communicators Annual Membership				2.0000	50.00	100.00		
Final Budget	NC Government Association of Information Officers				2.0000	10.00	20.00		
Final Budget	Website Domain Renewals				19.0000	13.00	247.00		
	Final Budget Totals						\$1,302.00		
100-48-02-52 85	Op Exp Departmental Supplies	.00	.00	.00	812.51	600.00	600.00	.00	600.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	Batteries - Mouse for Council Presentation, Camera Mics				1.0000	100.00	100.00		
Final Budget	Office Supplies				1.0000	500.00	500.00		
	Final Budget Totals						\$600.00		
100-48-02-53 03	Op Exp Worker's Compensation Insurance	.00	.00	.00	1,036.83	1,087.00	976.00	2,188.00	2,188.00
	Operating Expenses Totals	\$0.00	\$0.00	\$0.00	\$17,121.48	\$24,821.00	\$22,980.00	\$13,527.00	\$25,366.00
Miscellaneous									
100-48-02-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(4,805.00)	(4,805.00)	(6,156.00)	(6,299.00)
100-48-02-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(47,507.04)	(41,431.00)	(41,431.00)	(21,107.00)	(21,486.00)
100-48-02-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(3,518.00)	(3,604.00)
100-48-02-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(47,506.92)	(16,009.00)	(16,009.00)	(12,313.00)	(12,568.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	(\$95,013.96)	(\$62,245.00)	(\$62,245.00)	(\$43,094.00)	(\$43,957.00)
	Division 02 - Administration Totals	\$0.00	\$0.00	\$0.00	\$58,083.01	\$139,626.00	\$142,672.00	\$186,665.00	\$197,628.00
	Department 48 - Communications Totals	\$0.00	\$0.00	\$0.00	\$58,083.01	\$139,626.00	\$142,672.00	\$186,665.00	\$197,628.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$58,083.01	\$139,626.00	\$142,672.00	\$186,665.00	\$197,628.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$58,083.01	\$139,626.00	\$142,672.00	\$186,665.00	\$197,628.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Communications
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 48 - Communications									
Division 95 - Capital Outlay									
Capital Outlay									
100-48-95-58 50	Cap Out Capital Outlay	.00	.00	.00	.00	.00	4,300.00	.00	.00
	<i>Capital Outlay Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$4,300.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Miscellaneous									
100-48-95-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(88.00)	(88.00)	(143.00)	.00
100-48-95-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	(756.00)	(756.00)	(379.00)	.00
100-48-95-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(86.00)	.00
100-48-95-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	(292.00)	(292.00)	(255.00)	.00
	<i>Miscellaneous Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$1,136.00)</u>	<u>(\$1,136.00)</u>	<u>(\$863.00)</u>	<u>\$0.00</u>
	Division 95 - Capital Outlay Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$1,136.00)</u>	<u>\$3,164.00</u>	<u>(\$863.00)</u>	<u>\$0.00</u>
	Department 48 - Communications Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$1,136.00)</u>	<u>\$3,164.00</u>	<u>(\$863.00)</u>	<u>\$0.00</u>
	Fund 100 - GF Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$1,136.00)</u>	<u>\$3,164.00</u>	<u>(\$863.00)</u>	<u>\$0.00</u>
	Net Grand Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$1,136.00)</u>	<u>\$3,164.00</u>	<u>(\$863.00)</u>	<u>\$0.00</u>

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Utility Billing & Collections
Division:**

Utility Billing & Collections Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$0.00	\$0.00	\$0.00	\$414,784.80	\$444,692.00	\$466,066.00	\$474,835.00	\$474,835.00
Benefits - Personnel - Benefits	\$0.00	\$0.00	\$0.00	\$146,534.23	\$148,304.00	\$166,200.00	\$168,237.00	\$168,190.00
Contract Serv - Contractual Services	\$0.00	\$0.00	\$0.00	\$51,658.86	\$45,849.00	\$45,850.00	\$78,379.00	\$73,380.00
Op Exp - Operating Expenses	\$0.00	\$0.00	\$0.00	\$70,518.18	\$85,924.00	\$90,534.00	\$117,484.00	\$104,199.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$0.00	\$24,685.34	\$26,661.00	\$30,900.00	\$0.00	\$0.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	(\$677,082.96)	(\$772,361.00)	(\$772,991.00)	(\$799,550.00)	(\$799,550.00)
Fund Total: GF	\$0.00	\$0.00	\$0.00	(\$31,098.45)	\$20,931.00	(\$26,559.00)	(\$39,385.00)	(\$21,054.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$0.00	\$0.00	\$0.00	\$31,098.45	(\$20,931.00)	\$26,559.00	\$39,385.00	\$21,054.00
Net Grand Totals:	\$0.00	\$0.00	\$0.00	(\$31,098.45)	\$20,931.00	(\$26,559.00)	(\$39,385.00)	(\$21,054.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Customer Service
Division: Utility Billing and Collections**

2019-2020 Major Accomplishments	Related Council Goal
• AMI project – Selected vendor and began installation of Automated Meter Infrastructure. To date, over 1,000 meters installed.	Think Town Finances. Think Responsibility.
• Updated final bills for customer clarity.	Think Town Finances. Think Responsibility.
• Worked with Inspections Department to set up online payments	Think Town Finances. Think Responsibility.
• Annual inventory of garbage customers to ensure correct billing.	Think Town Finances. Think Responsibility.
• Worked on team for updating the rate model with Black & Veatch	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	• Reduced full time position to part time (meter tech)		Think Town Finances. Think Responsibility.
Program or Service Change	• AMI roll out		Think Economic Development. Think Prosperity

Performance Measures

Mission Statement: Keeping our residents connected through exceptional service.

Goal: Efficient Collections & Billing

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Achieve 90% or greater collection of all utility bills paid on time	90%	74%	86.7%
• 99% or greater accuracy rate in cashier transactions	99%	99.6%	99%

Goal: Efficient Meter Reading

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Read meters correctly the first time – goal 98%	98%	99%	99%

Goal: Provide Convenient Service For Customers

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Handle 50% or more of new service request without an in-person visit	50%	62%	51.2%
• Collect 75% or more payments without an in-person visit	75%	80%	91.77



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 11 - Billing and Collections									
<i>Personnel - Salaries</i>									
100-49-11-50 00	Salaries Full-time	.00	.00	.00	283,594.10	306,729.00	308,411.00	309,113.00	309,113.00
100-49-11-50 02	Salaries Part-time	.00	.00	.00	323.75	.00	7,638.00	.00	.00
100-49-11-50 021	Salaries Part-time w/Benefits	.00	.00	.00	32,118.75	32,487.00	38,410.00	37,104.00	37,104.00
	<i>Personnel - Salaries Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$316,036.60</u>	<u>\$339,216.00</u>	<u>\$354,459.00</u>	<u>\$346,217.00</u>	<u>\$346,217.00</u>
<i>Personnel - Benefits</i>									
100-49-11-51 00	Benefits Longevity	.00	.00	.00	4,200.00	4,700.00	4,600.00	5,200.00	5,200.00
100-49-11-51 10	Benefits FICA	.00	.00	.00	24,064.78	26,208.00	27,470.00	26,883.00	26,883.00
100-49-11-51 11	Benefits Group Insurance - Health	.00	.00	.00	39,679.99	42,000.00	42,924.00	43,896.00	43,896.00
100-49-11-51 15	Benefits Life Insurance	.00	.00	.00	1,215.91	970.00	786.00	1,498.00	1,498.00
100-49-11-51 20	Benefits Retirement - General Employees	.00	.00	.00	24,757.09	30,374.00	31,214.00	35,350.00	35,315.00
100-49-11-51 30	Benefits 401K - General Employees	.00	.00	.00	11,303.32	12,211.00	12,515.00	12,568.00	12,568.00
	<i>Personnel - Benefits Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$105,221.09</u>	<u>\$116,463.00</u>	<u>\$119,509.00</u>	<u>\$125,395.00</u>	<u>\$125,360.00</u>
<i>Contractual Services</i>									
100-49-11-56 00	Cont Serv Professional Services	.00	.00	.00	400.00	400.00	400.00	400.00	400.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Postage fee for Southdata (annual charge)	4.0000	100.00	400.00
				<u>Final Budget Totals</u> \$400.00

100-49-11-56 10	Cont Serv Contracts and Agreements	.00	.00	.00	29,969.27	26,483.00	26,483.00	26,483.00	.00
100-49-11-56 11	Cont Serv Contract Services	.00	.00	.00	9,987.91	7,500.00	7,500.00	40,180.00	61,664.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Bill Redesign	1.0000	20,000.00	20,000.00
Final Budget	Brink's Armored Transport Service	12.0000	700.00	8,400.00
Final Budget	Lockbox fees - First Citizens	12.0000	1,250.00	15,000.00
Final Budget	On Line Exchange - collections	12.0000	565.00	6,780.00
Final Budget	Outsource bill printing - South Data	.1050	97,936.00	10,283.28
Final Budget	South Data - misc charges (envelopes, oversized documents, etc)	12.0000	100.00	1,200.00
				<u>Final Budget Totals</u> \$61,663.28



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 11 - Billing and Collections									
Contractual Services									
100-49-11-56 50	Cont Serv Equipment Rental	.00	.00	.00	1,039.28	1,068.00	1,068.00	1,068.00	1,068.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta 308					12.0000	89.00	1,068.00	
							Final Budget Totals	\$1,068.00	
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$41,396.46	\$35,451.00	\$35,451.00	\$68,131.00	\$63,132.00
<i>Operating Expenses</i>									
100-49-11-52 00	Op Exp Copy Expense	.00	.00	.00	994.02	948.00	948.00	.00	948.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Minolta copier charges					.0079	120,000.00	948.00	
							Final Budget Totals	\$948.00	
100-49-11-52 01	Op Exp Postage and Shipping Expense	.00	.00	.00	46,992.46	59,069.00	59,069.00	65,569.00	65,569.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	In house mailings (debt letters, misc. bills, correspondance)					16,000.0000	.50	8,000.00	
Final Budget	Outsource billing (multiples)					6,197.0000	.73	4,524.00	
Final Budget	Outsourced billing (average .450 postage, 103,000 pieces)					.5000	103,000.00	51,500.00	
Final Budget	Postage rate increase allowance					1.0000	1,545.00	1,545.00	
							Final Budget Totals	\$65,569.00	
100-49-11-52 12	Op Exp Utility Exp - Other	.00	.00	.00	.00	.00	.00	2,400.00	2,400.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Duke Energy AMI Collector charges for Shotwell Rd & Pritchard Rd					12.0000	200.00	2,400.00	
							Final Budget Totals	\$2,400.00	
100-49-11-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	.00	.00	482.00	540.00	540.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Stipend for Customer Service Director					12.0000	45.00	540.00	
							Final Budget Totals	\$540.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF									
Department 49 - Customer Service									
Division 11 - Billing and Collections									
Operating Expenses									
100-49-11-52 26	Op Exp Professional Development	.00	.00	.00	3,689.41	2,600.00	5,000.00	13,900.00	5,545.00

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	APPA Cost of Service & Rate Design - CUT			1.0000	(3,500.00)	(3,500.00)		
Final Budget	APPA Cost of Service & Rate Design Training			1.0000	3,500.00	3,500.00		
Final Budget	AWWA Rate Setting Essentials - CUT			1.0000	(2,500.00)	(2,500.00)		
Final Budget	AWWA Rate Setting Essentials Training			1.0000	2,500.00	2,500.00		
Final Budget	Electricities Annual Conference - August 2020			1.0000	1,000.00	1,000.00		
Final Budget	Electricities Annual Conference - CUT			1.0000	(1,000.00)	(1,000.00)		
Final Budget	Electricities Training for CSR's			2.0000	800.00	1,600.00		
Final Budget	Electricities Winter Summit - February 2021			1.0000	500.00	500.00		
Final Budget	Ferguson AMI Conference - February 2021			1.0000	800.00	800.00		
Final Budget	Mileage			500.0000	.58	290.00		
Final Budget	Mileage - REDUCE			250.0000	(.58)	(145.00)		
Final Budget	Tyler NWS Advisory Group - Fall 2020 - CUT			1.0000	(1,500.00)	(1,500.00)		
Final Budget	Tyler/NWS Advisory Group - Fall 2020			1.0000	1,500.00	1,500.00		
Final Budget	Tyler/NWS Annual Conference - Spring 2021			1.0000	2,500.00	2,500.00		
							Final Budget Totals	\$5,545.00

100-49-11-52 27	Op Exp Local Mileage	.00	.00	.00	46.62	300.00	715.00	638.00	.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Mileage for profession development - MOVE to Prof Dev			500.0000	(.58)	(290.00)		
Final Budget	Mileage for professional development opportunities			500.0000	.58	290.00		
Final Budget	Mileage reimbursement for travel to bank			600.0000	.58	348.00		
Final Budget	Mileage reimbursement for travel to bank - CUT			600.0000	(.58)	(348.00)		
							Final Budget Totals	\$0.00

100-49-11-52 60	Op Exp Equipment Purchase	.00	.00	.00	.00	500.00	1,000.00	.00	200.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Cell Phone for Customer Service Director			1.0000	200.00	200.00		
							Final Budget Totals	\$200.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 11 - Billing and Collections									
Operating Expenses									
100-49-11-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	685.00	950.00	840.00	1,140.00	1,140.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	95.00	1,140.00	
								Final Budget Totals	\$1,140.00
100-49-11-52 85	Op Exp Departmental Supplies	.00	.00	.00	2,314.57	4,000.00	4,663.00	4,163.00	4,363.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	400.00	400.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					2.0000	105.00	210.00	
	Final Budget					45.0000	34.00	1,530.00	
	Final Budget					10.0000	15.00	150.00	
	Final Budget					1.0000	20.00	20.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					9.0000	12.00	108.00	
	Final Budget					1.0000	225.00	225.00	
	Final Budget					18.0000	40.00	720.00	
								Final Budget Totals	\$4,363.00
100-49-11-53 03	Op Exp Worker's Compensation Insurance	.00	.00	.00	567.00	.00	581.00	1,263.00	1,263.00
100-49-11-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	561.21	500.00	500.00	7,500.00	1,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	2,000.00	2,000.00	
	Final Budget					1.0000	(1,000.00)	(1,000.00)	
	Final Budget					1.0000	5,000.00	5,000.00	
	Final Budget					1.0000	(5,000.00)	(5,000.00)	
	Final Budget					1.0000	500.00	500.00	
								Final Budget Totals	\$1,500.00
<i>Operating Expenses Totals</i>		\$0.00	\$0.00	\$0.00	\$55,850.29	\$68,867.00	\$73,798.00	\$97,113.00	\$83,468.00
<i>Miscellaneous</i>									
100-49-11-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(11,926.00)	(11,926.00)	.00	.00
100-49-11-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(260,457.96)	(326,803.00)	(326,803.00)	(348,237.00)	(366,687.00)



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 11 - Billing and Collections									
Miscellaneous									
100-49-11-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(234,411.96)	(217,443.00)	(217,443.00)	(234,980.00)	(247,430.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	(\$494,869.92)	(\$556,172.00)	(\$556,172.00)	(\$583,217.00)	(\$614,117.00)
	Division 11 - Billing and Collections Totals	\$0.00	\$0.00	\$0.00	\$23,634.52	\$3,825.00	\$27,045.00	\$53,639.00	\$4,060.00
	Department 49 - Customer Service Totals	\$0.00	\$0.00	\$0.00	\$23,634.52	\$3,825.00	\$27,045.00	\$53,639.00	\$4,060.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$23,634.52	\$3,825.00	\$27,045.00	\$53,639.00	\$4,060.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$23,634.52	\$3,825.00	\$27,045.00	\$53,639.00	\$4,060.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Customer Service
Division: Meter Reading**

2019-2020 Major Accomplishments	Related Council Goal
• Implementation of AMI system – training completed for field team to install and triage new meters	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	• changed full time meter tech position to part time		Think Town Finances. Think Responsibility.

Performance Measures

Mission Statement: Keeping out residents connected through exceptional service.

Goal: Efficient Meter Reading

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Read meters correctly each month – 98% goal	98%	99%	99%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																																																		
Fund 100 - GF																																																											
Department 49 - Customer Service																																																											
Division 12 - Meter Reading and Technicians																																																											
<i>Personnel - Salaries</i>																																																											
100-49-12-50 00	Salaries Full-time	.00	.00	.00	98,748.20	81,564.00	111,607.00	109,145.00	109,145.00																																																		
100-49-12-50 02	Salaries Part-time	.00	.00	.00	.00	8,181.00	.00	13,000.00	13,000.00																																																		
100-49-12-50 021	Salaries Part-time w/Benefits	.00	.00	.00	.00	15,731.00	.00	6,473.00	6,473.00																																																		
<i>Personnel - Salaries Totals</i>		\$0.00	\$0.00	\$0.00	\$98,748.20	\$105,476.00	\$111,607.00	\$128,618.00	\$128,618.00																																																		
<i>Personnel - Benefits</i>																																																											
100-49-12-51 00	Benefits Longevity	.00	.00	.00	1,400.00	1,050.00	1,700.00	1,500.00	1,500.00																																																		
100-49-12-51 10	Benefits FICA	.00	.00	.00	7,317.69	8,194.00	8,668.00	9,955.00	9,955.00																																																		
100-49-12-51 11	Benefits Group Insurance - Health	.00	.00	.00	20,416.94	10,447.00	21,462.00	14,632.00	14,632.00																																																		
100-49-12-51 15	Benefits Life Insurance	.00	.00	.00	436.96	257.00	284.00	525.00	525.00																																																		
100-49-12-51 20	Benefits Retirement - General Employees	.00	.00	.00	7,735.60	8,676.00	10,045.00	11,805.00	11,793.00																																																		
100-49-12-51 30	Benefits 401K - General Employees	.00	.00	.00	4,005.95	3,217.00	4,532.00	4,425.00	4,425.00																																																		
<i>Personnel - Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$41,313.14	\$31,841.00	\$46,691.00	\$42,842.00	\$42,830.00																																																		
<i>Contractual Services</i>																																																											
100-49-12-56 10	Cont Serv Contracts and Agreements	.00	.00	.00	7,722.25	7,452.00	7,453.00	7,302.00	.00																																																		
100-49-12-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	.00	7,302.00																																																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Itron Maintenance Agreement</td> <td colspan="2"></td> <td>1.0000</td> <td>7,302.00</td> <td colspan="2">7,302.00</td> <td colspan="2"></td> </tr> <tr> <td colspan="4"></td> <td colspan="2" style="text-align: right;">Final Budget Totals</td> <td colspan="2" style="border-top: 1px solid black;">\$7,302.00</td> <td colspan="2"></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction			Number of Units	Cost Per Unit	Total Amount				Final Budget	Itron Maintenance Agreement			1.0000	7,302.00	7,302.00								Final Budget Totals		\$7,302.00													
Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	Itron Maintenance Agreement			1.0000	7,302.00	7,302.00																																																					
				Final Budget Totals		\$7,302.00																																																					
100-49-12-56 51	Cont Serv Uniform Rental	.00	.00	.00	2,540.15	2,946.00	2,946.00	2,946.00	2,946.00																																																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Meter technician uniforms</td> <td colspan="2"></td> <td>52.0000</td> <td>56.66</td> <td colspan="2">2,946.00</td> <td colspan="2"></td> </tr> <tr> <td colspan="4"></td> <td colspan="2" style="text-align: right;">Final Budget Totals</td> <td colspan="2" style="border-top: 1px solid black;">\$2,946.00</td> <td colspan="2"></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction			Number of Units	Cost Per Unit	Total Amount				Final Budget	Meter technician uniforms			52.0000	56.66	2,946.00								Final Budget Totals		\$2,946.00													
Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	Meter technician uniforms			52.0000	56.66	2,946.00																																																					
				Final Budget Totals		\$2,946.00																																																					
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$10,262.40	\$10,398.00	\$10,399.00	\$10,248.00	\$10,248.00																																																		
<i>Operating Expenses</i>																																																											
100-49-12-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	1,933.91	1,610.00	1,446.00	1,620.00	1,980.00																																																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Mible Hot spots for 3 positions</td> <td colspan="2"></td> <td>36.0000</td> <td>10.00</td> <td colspan="2">360.00</td> <td colspan="2"></td> </tr> <tr> <td>Final Budget</td> <td>MP Meter Technician</td> <td colspan="2"></td> <td>12.0000</td> <td>45.00</td> <td colspan="2">540.00</td> <td colspan="2"></td> </tr> <tr> <td>Final Budget</td> <td>MP Meter Technician</td> <td colspan="2"></td> <td>12.0000</td> <td>45.00</td> <td colspan="2">540.00</td> <td colspan="2"></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction			Number of Units	Cost Per Unit	Total Amount				Final Budget	Mible Hot spots for 3 positions			36.0000	10.00	360.00				Final Budget	MP Meter Technician			12.0000	45.00	540.00				Final Budget	MP Meter Technician			12.0000	45.00	540.00			
Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	Mible Hot spots for 3 positions			36.0000	10.00	360.00																																																					
Final Budget	MP Meter Technician			12.0000	45.00	540.00																																																					
Final Budget	MP Meter Technician			12.0000	45.00	540.00																																																					



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 12 - Meter Reading and Technicians									
Operating Expenses									
	Final Budget					12.0000	45.00	540.00	
	MP Meter Technician								
								Final Budget Totals	\$1,980.00
100-49-12-52 36	Op Exp Maint and Repair - Vehicles	.00	.00	.00	3,088.32	3,000.00	3,066.00	3,066.00	3,066.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					6.0000	175.00		1,050.00
	Final Budget					6.0000	336.00		2,016.00
								Final Budget Totals	\$3,066.00
100-49-12-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	105.00	.00	.00	1,000.00	1,000.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					4.0000	250.00		1,000.00
								Final Budget Totals	\$1,000.00
100-49-12-52 52	Op Exp Fuel	.00	.00	.00	4,507.58	4,998.00	4,998.00	4,998.00	4,998.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	1,666.00		1,666.00
	Final Budget					1.0000	1,666.00		1,666.00
	Final Budget					1.0000	1,666.00		1,666.00
								Final Budget Totals	\$4,998.00
100-49-12-52 60	Op Exp Equipment Purchase	.00	.00	.00	919.96	900.00	900.00	500.00	500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					250.0000	2.00		500.00
								Final Budget Totals	\$500.00
100-49-12-52 70	Op Exp Safety	.00	.00	.00	258.57	1,074.00	1,074.00	1,074.00	1,074.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					6.0000	25.00		150.00
	Final Budget					3.0000	20.00		60.00
	Final Budget					6.0000	20.00		120.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 12 - Meter Reading and Technicians									
Operating Expenses									
Final Budget	Insect Repellant					6.0000	12.00	72.00	
Final Budget	Misc Items that the Safety Officer Identifies for Meter Techs					6.0000	100.00	600.00	
Final Budget	Yellow Jacket Spray					6.0000	12.00	72.00	
	Final Budget Totals							\$1,074.00	
100-49-12-52 71	Op Exp Protective Clothing	.00	.00	.00	703.84	1,311.00	1,311.00	899.00	899.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Hard Hats					2.0000	25.00	50.00	
Final Budget	Knee Pads					2.0000	25.00	50.00	
Final Budget	Latex Gloves (case)					1.0000	75.00	75.00	
Final Budget	Muck Boots					2.0000	150.00	300.00	
Final Budget	Safety Boots					2.0000	150.00	300.00	
Final Budget	Safety Glasses					2.0000	20.00	40.00	
Final Budget	Wet Weather Slippers					2.0000	17.00	34.00	
Final Budget	Workgloves					2.0000	25.00	50.00	
	Final Budget Totals							\$899.00	
100-49-12-52 80	Op Exp Tools	.00	.00	.00	403.25	756.00	756.00	463.00	463.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Broom					2.0000	10.00	20.00	
Final Budget	Hand Pumps					3.0000	66.00	198.00	
Final Budget	Hedge Clippers					2.0000	25.00	50.00	
Final Budget	Misc Hand Tools					3.0000	25.00	75.00	
Final Budget	Scoops					2.0000	20.00	40.00	
Final Budget	Shovels					2.0000	40.00	80.00	
	Final Budget Totals							\$463.00	
100-49-12-53 03	Op Exp Worker's Compensation Insurance	.00	.00	.00	2,268.01	2,512.00	2,289.00	5,855.00	5,855.00
100-49-12-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	479.45	896.00	896.00	896.00	896.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Misc. Items					1.0000	500.00	500.00	
Final Budget	T Shirts Worn Under Uniform					33.0000	12.00	396.00	
	Final Budget Totals							\$896.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 12 - Meter Reading and Technicians									
<i>Operating Expenses Totals</i>		\$0.00	\$0.00	\$0.00	\$14,667.89	\$17,057.00	\$16,736.00	\$20,371.00	\$20,731.00
<i>Miscellaneous</i>									
100-49-12-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(102,989.04)	(112,164.00)	(112,164.00)	(108,418.00)	(108,418.00)
100-49-12-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(68,658.96)	(75,269.00)	(75,269.00)	(77,015.00)	(77,015.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	(\$171,648.00)	(\$187,433.00)	(\$187,433.00)	(\$185,433.00)	(\$185,433.00)
Division 12 - Meter Reading and Technicians	Totals	\$0.00	\$0.00	\$0.00	(\$6,656.37)	(\$22,661.00)	(\$2,000.00)	\$16,646.00	\$16,994.00
Department 49 - Customer Service	Totals	\$0.00	\$0.00	\$0.00	(\$6,656.37)	(\$22,661.00)	(\$2,000.00)	\$16,646.00	\$16,994.00
Fund 100 - GF	Totals	\$0.00	\$0.00	\$0.00	(\$6,656.37)	(\$22,661.00)	(\$2,000.00)	\$16,646.00	\$16,994.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	(\$6,656.37)	(\$22,661.00)	(\$2,000.00)	\$16,646.00	\$16,994.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Customer Service
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 49 - Customer Service									
Division 95 - Capital Outlay									
<i>Capital Outlay</i>									
100-49-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	26,661.00	30,900.00	.00	.00
100-49-95-58 50	Cap Out Capital Outlay	.00	.00	.00	24,685.34	.00	.00	.00	.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$24,685.34	\$26,661.00	\$30,900.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-49-95-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	(630.00)	.00	.00
100-49-95-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(8,609.04)	(17,267.00)	(17,267.00)	(18,450.00)	.00
100-49-95-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(1,956.00)	(11,489.00)	(11,489.00)	(12,450.00)	.00
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	(\$10,565.04)	(\$28,756.00)	(\$29,386.00)	(\$30,900.00)	\$0.00
	Division 95 - Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$14,120.30	(\$2,095.00)	\$1,514.00	(\$30,900.00)	\$0.00
	Department 49 - Customer Service Totals	\$0.00	\$0.00	\$0.00	\$14,120.30	(\$2,095.00)	\$1,514.00	(\$30,900.00)	\$0.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$14,120.30	(\$2,095.00)	\$1,514.00	(\$30,900.00)	\$0.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$14,120.30	(\$2,095.00)	\$1,514.00	(\$30,900.00)	\$0.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Law Enforcement
Division:**

Law Enforcement Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$2,485,556.65	\$2,626,930.45	\$2,704,042.14	\$2,971,898.56	\$3,042,736.00	\$3,528,512.00	\$2,573,155.00	\$3,201,591.00
Benefits - Personnel - Benefits	\$840,663.66	\$876,560.01	\$843,441.97	\$977,186.43	\$1,086,098.00	\$1,214,172.00	\$908,371.00	\$1,139,344.00
Contract Serv - Contractual Services	\$71,624.17	\$63,716.95	\$46,678.04	\$53,978.77	\$72,782.00	\$73,482.00	\$103,886.00	\$107,405.00
Op Exp - Operating Expenses	\$461,243.82	\$548,732.59	\$579,853.35	\$676,875.19	\$669,184.00	\$656,248.00	\$962,636.00	\$852,236.00
Sp App - Special Appropriations	\$1,624.80	\$2,561.67	\$3,729.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cap Outlay - Capital Outlay	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,094,803.00	\$763,178.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$22,566.00)	(\$22,566.00)
Fund Total: GF	(\$4,009,836.21)	(\$4,429,900.99)	(\$4,342,917.46)	(\$5,116,986.51)	(\$5,330,763.00)	(\$5,932,897.00)	(\$5,620,285.00)	(\$6,041,188.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$4,009,836.21	\$4,429,900.99	\$4,342,917.46	\$5,116,986.51	\$5,330,763.00	\$5,932,897.00	\$5,620,285.00	\$6,041,188.00
Net Grand Totals:	(\$4,009,836.21)	(\$4,429,900.99)	(\$4,342,917.46)	(\$5,116,986.51)	(\$5,330,763.00)	(\$5,932,897.00)	(\$5,620,285.00)	(\$6,041,188.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Law Enforcement
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
• Continued leadership development for supervisors and job-related training for all staff	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Bolstered social media presence and outreach	Think Communication & Partnerships. Think Collaboration.
• Planned for imminent retirements	Think Growth. Think Balance
• Implemented sustainable vehicle rotation plan	Think Town Finances. Think Responsibility.
• Completed multi-year strategic plan	Think Communication & Partnerships. Think Collaboration.
• Use performance management to inform policing strategies	Think Safe, Clean, Engaged. Think Community
• Began process of department reorganization	Think Growth. Think Balance

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	• Implement Watch Commander model	None	Think Growth. Think Balance

Performance Measures

Mission Statement: To deliver outstanding police service to everyone; every time.

Goal: Reduce Crime

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Reduce property crime by 2% per year	Changed focus	410	194
• Increase the rate of cases solved by 5% per year	Changed focus	410	349
• Patrol Officers spend 20% more time on self-initiated activity	Changed focus	2843	2688

Goal: Improve Traffic Safety

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Alcohol/Drug impairment related crashes at 10% or less of total crashes	Changed focus	3.1%	3.3%
• # of injury/fatal crashes at 15% or less of total crashes reported	Changed focus	43%	45%

Goal: Improve Officer/Citizen Relationships

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• # of citizen complaints per call for service at 2% or less per year	Changed focus	12	0
• # of sustained citizen complaints per citizen complaint received at 20% or less per year	Changed focus	3	0



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-50-02-50 00	Salaries Full-time	243,574.15	242,571.94	265,183.08	273,617.75	328,241.00	344,486.00	424,949.00	424,949.00
100-50-02-50 02	Salaries Part-time	.00	.00	.00	.00	10,000.00	.00	.00	.00
100-50-02-50 04	Salaries Overtime	.00	.00	.00	283.49	826.00	761.00	2,000.00	2,000.00
100-50-02-50 50	Salaries Cashout	3,600.48	2,850.38	.00	.00	.00	.00	.00	.00
<i>Personnel - Salaries Totals</i>		\$247,174.63	\$245,422.32	\$265,183.08	\$273,901.24	\$339,067.00	\$345,247.00	\$426,949.00	\$426,949.00
<i>Personnel - Benefits</i>									
100-50-02-51 00	Benefits Longevity	2,700.00	3,000.00	1,100.00	1,400.00	1,700.00	1,500.00	2,700.00	2,700.00
100-50-02-51 10	Benefits FICA	18,850.04	18,803.44	20,195.21	20,444.59	25,727.00	26,526.00	32,868.00	32,868.00
100-50-02-51 11	Benefits Group Insurance - Health	19,402.78	15,534.24	21,092.90	30,241.69	30,004.00	32,446.00	42,825.00	42,825.00
100-50-02-51 15	Benefits Life Insurance	1,096.24	1,012.13	1,125.15	831.22	805.00	836.00	1,406.00	1,406.00
100-50-02-51 20	Benefits Retirement - General Employees	5,233.55	5,663.63	6,279.11	6,737.66	7,500.00	8,078.00	7,601.00	7,593.00
100-50-02-51 21	Benefits Retirement - LEO Employees	8,032.51	9,627.53	9,186.81	10,086.71	15,144.00	16,365.00	23,711.00	23,580.00
100-50-02-51 30	Benefits 401K - General Employees	3,127.31	3,140.95	3,364.38	3,492.74	3,394.00	3,646.00	2,994.00	2,994.00
100-50-02-51 31	Benefits 401K -LEO Employees	5,665.38	6,104.04	5,564.51	5,922.31	7,816.00	8,440.00	10,991.00	10,991.00
<i>Personnel - Benefits Totals</i>		\$64,107.81	\$62,885.96	\$67,908.07	\$79,156.92	\$92,090.00	\$97,837.00	\$125,096.00	\$124,957.00
<i>Contractual Services</i>									
100-50-02-56 00	Cont Serv Professional Services	6,125.00	6,125.00	5,995.03	1,287.68	3,500.00	4,000.00	11,200.00	11,200.00

Budget Transactions			Number of Units	Cost Per Unit	Total Amount
Level	Transaction				
Final Budget	CPT/LT Promotional processes		2.0000	850.00	1,700.00
Final Budget	JCC Howell Woods Range		1.0000	7,500.00	7,500.00
Final Budget	New Hire Processess		1.0000	2,000.00	2,000.00
Final Budget Totals					\$11,200.00

100-50-02-56 10	Cont Serv Contracts and Agreements	.00	8,066.64	818.85	14,693.74	3,350.00	3,350.00	.00	.00
100-50-02-56 11	Cont Serv Contract Services	10,887.69	13,862.48	14,149.79	8,735.58	29,100.00	29,100.00	55,169.00	55,229.00

Budget Transactions			Number of Units	Cost Per Unit	Total Amount
Level	Transaction				
Final Budget	CALEA		1.0000	4,646.00	4,646.00
Final Budget	Central Square License/Maintenance fees		1.0000	8,500.00	8,500.00
Final Budget	CI Radio Preventive Maintenance Agreement		1.0000	12,277.00	12,277.00
Final Budget	DCI Line Fees		2.0000	3,800.00	7,600.00
Final Budget	DUO Token		1.0000	1,000.00	1,000.00
Final Budget	Fitness Concepts Maintenance Contract		1.0000	1,000.00	1,000.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	50 - Law Enforcement								
Division	02 - Administration								
<i>Contractual Services</i>									
Final Budget	Johnson Controls Alarm Monitoring & Service					1.0000	3,100.00	3,100.00	
Final Budget	Le Bleu water services GYM					12.0000	175.00	2,100.00	
Final Budget	PowerDMS					61.0000	60.00	3,660.00	
Final Budget	Pro Shred Box Rental					2.0000	180.00	360.00	
Final Budget	Speed Measuring Device Calibrations					1.0000	3,800.00	3,800.00	
Final Budget	TJCOG Recruiting Fees					1.0000	5,006.00	5,006.00	
Final Budget	Window Cleaning Service					1.0000	2,180.00	2,180.00	
	Final Budget Totals							\$55,229.00	
100-50-02-56 40	Cont Serv Pre-employment Screening	2,140.00	1,153.00	2,300.00	5,400.00	4,000.00	4,200.00	6,000.00	6,000.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	FMRT physical and psychological testing					8.0000	750.00	6,000.00	
	Final Budget Totals							\$6,000.00	
100-50-02-56 50	Cont Serv Equipment Rental	6,374.74	4,677.80	1,720.37	3,330.14	3,459.00	3,459.00	.00	3,459.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copier Leases (2 machines)					12.0000	288.21	3,459.00	
	Final Budget Totals							\$3,459.00	
100-50-02-56 51	Cont Serv Uniform Rental	.00	.00	45.51	.00	.00	.00	.00	.00
	<i>Contractual Services Totals</i>	\$25,527.43	\$33,884.92	\$25,029.55	\$33,447.14	\$43,409.00	\$44,109.00	\$72,369.00	\$75,888.00
<i>Operating Expenses</i>									
100-50-02-52 00	Op Exp Copy Expense	707.68	715.75	738.33	1,111.16	1,300.00	1,320.00	1,320.00	1,320.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copy Expense BW					12.0000	60.00	720.00	
Final Budget	Konica Minolta Copy Expense Color					12.0000	50.00	600.00	
	Final Budget Totals							\$1,320.00	
100-50-02-52 01	Op Exp Postage and Shipping Expense	258.62	16.65	663.69	653.29	650.00	300.00	650.00	650.00
100-50-02-52 16	Op Exp Telephone Exp - Mobile	1,251.58	1,101.19	1,347.14	1,282.46	998.00	998.00	1,993.00	1,993.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	AC Major					12.0000	38.01	456.12	
Final Budget	AC Police Chief					12.0000	38.01	456.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	50 - Law Enforcement								
Division	02 - Administration								
Operating Expenses									
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
								Final Budget Totals	\$1,992.12
100-50-02-52 26	Op Exp Professional Development	628.55	2,349.99	13,874.84	16,192.59	14,150.00	14,150.00	21,900.00	17,500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	5,200.00	5,200.00	
	Final Budget					2.0000	500.00	1,000.00	
	Final Budget					2.0000	2,000.00	4,000.00	
	Final Budget					2.0000	(2,000.00)	(4,000.00)	
	Final Budget					2.0000	500.00	1,000.00	
	Final Budget					2.0000	3,250.00	6,500.00	
	Final Budget					1.0000	(2,500.00)	(2,500.00)	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	(1,500.00)	(1,500.00)	
	Final Budget					2.0000	(800.00)	(1,600.00)	
	Final Budget					2.0000	800.00	1,600.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					3.0000	1,000.00	3,000.00	
	Final Budget					1.0000	1,300.00	1,300.00	
	Final Budget					2.0000	250.00	500.00	
	Final Budget					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$17,500.00
100-50-02-52 27	Op Exp Local Mileage	.00	.00	.00	56.90	.00	.00	.00	.00
100-50-02-52 35	Op Exp Maint and Repair - Equipment	.00	462.81	967.00	1,417.17	1,500.00	1,500.00	1,500.00	1,500.00
100-50-02-52 36	Op Exp Maint and Repair - Vehicles	615.36	129.05	306.77	1,452.10	500.00	500.00	1,000.00	1,000.00
100-50-02-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	452.18	500.00	500.00	1,000.00	1,000.00
100-50-02-52 52	Op Exp Fuel	550.91	776.41	2,046.39	1,270.61	1,500.00	1,500.00	3,500.00	3,500.00
100-50-02-52 60	Op Exp Equipment Purchase	720.29	36,481.22	11,828.73	17,109.62	4,240.00	4,240.00	3,390.00	3,390.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	3,390.00	3,390.00	
								Final Budget Totals	\$3,390.00
100-50-02-52 61	Op Exp Uniform Cleaning	.00	.00	259.13	187.71	225.00	100.00	350.00	350.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 02 - Administration									
Operating Expenses									
100-50-02-52 62	Op Exp Dues and Subscriptions	5,881.39	4,796.00	5,001.00	5,191.00	6,340.00	6,340.00	1,230.00	1,230.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	DCI Terminal Area Coordinator					1.0000	100.00	100.00	
Final Budget	FBINAA					1.0000	150.00	150.00	
Final Budget	IACP					2.0000	190.00	380.00	
Final Budget	NC LEAN					1.0000	75.00	75.00	
Final Budget	NC Police Executives					1.0000	75.00	75.00	
Final Budget	NCACP					2.0000	150.00	300.00	
Final Budget	Notary Public					2.0000	75.00	150.00	
								Final Budget Totals	\$1,230.00
100-50-02-52 70	Op Exp Safety	320.22	367.92	515.94	1,938.95	1,260.00	750.00	2,190.00	2,690.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Fire Extinguisher Replacement					1.0000	200.00	200.00	
Final Budget	first aid supplies					1.0000	250.00	250.00	
Final Budget	medical evaluation for gas masks					8.0000	30.00	240.00	
Final Budget	N95 Facemask					100.0000	20.00	2,000.00	
								Final Budget Totals	\$2,690.00
100-50-02-52 71	Op Exp Protective Clothing	.00	625.00	.00	618.95	679.00	750.00	750.00	750.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Ballistic Soft Body Armor					1.0000	750.00	750.00	
								Final Budget Totals	\$750.00
100-50-02-52 72	Op Exp Uniform Purchase	255.00	652.53	1,344.60	6,152.11	2,100.00	2,100.00	18,200.00	18,200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Chief's uniforms					1.0000	1,000.00	1,000.00	
Final Budget	Department Winter Coats					60.0000	220.00	13,200.00	
Final Budget	Major uniform					1.0000	1,000.00	1,000.00	
Final Budget	Uniform Patches & Flex Badges for Department					100.0000	30.00	3,000.00	
								Final Budget Totals	\$18,200.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	50 - Law Enforcement								
Division	02 - Administration								
	<i>Operating Expenses</i>								
100-50-02-52 85	Op Exp Departmental Supplies	3,813.36	4,240.18	5,747.14	11,472.47	8,550.00	8,550.00	10,330.00	10,330.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,750.00	1,750.00	
	Final Budget					9.0000	120.00	1,080.00	
	Final Budget					1.0000	2,500.00	2,500.00	
	Final Budget					1.0000	5,000.00	5,000.00	
								Final Budget Totals	\$10,330.00
100-50-02-53 00	Op Exp Insurance and Bonds	13,966.01	16,708.84	18,137.86	21,697.27	25,635.00	26,037.00	.00	26,036.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					.2000	21,697.00	4,339.00	
	Final Budget					1.0000	21,697.00	21,697.00	
								Final Budget Totals	\$26,036.00
100-50-02-53 03	Op Exp Worker's Compensation Insurance	3,167.91	3,478.66	3,244.20	5,053.98	5,224.00	2,973.00	9,478.00	9,478.00
100-50-02-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	114,480.00	.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					4.0000	(14,310.00)	(57,240.00)	
	Final Budget					4.0000	14,310.00	57,240.00	
	Final Budget					4.0000	(14,310.00)	(57,240.00)	
	Final Budget					4.0000	14,310.00	57,240.00	
								Final Budget Totals	\$0.00
100-50-02-53 99	Op Exp Miscellaneous Expense	398.55	.00	23.75	327.00	.00	500.00	500.00	500.00
	<i>Operating Expenses Totals</i>	\$32,535.43	\$72,902.20	\$66,046.51	\$93,637.52	\$75,351.00	\$73,108.00	\$193,761.00	\$101,417.00
	<i>Miscellaneous</i>								
100-50-02-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(6,238.00)	(6,238.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,238.00)	(\$6,238.00)
	Sub Department								
	40 - Law Enforcement Center								
	<i>Contractual Services</i>								
100-50-02-40-56 10	Cont Serv Contracts and Agreements	11,003.20	9,457.43	12,372.19	10,184.83	22,165.00	22,165.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 02 - Administration									
Sub Department 40 - Law Enforcement Center									
Contractual Services									
100-50-02-40-56 11	Cont Serv Contract Services	14,811.60	13,577.30	.00	.00	.00	.00	25,787.00	25,787.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Boiler / Chiller Maint contract					1.0000	2,000.00	2,000.00	
Final Budget	Brady controls contract interior of building HVAC					1.0000	3,496.00	3,496.00	
Final Budget	Brady Security Monitoring					12.0000	300.00	3,600.00	
Final Budget	Elevator inspection Dept of Labor					1.0000	200.00	200.00	
Final Budget	Elevator Maintenance					1.0000	1,692.00	1,692.00	
Final Budget	Fire Alarm / Sprinkler					1.0000	3,082.00	3,082.00	
Final Budget	HVAC Contract					1.0000	2,500.00	2,500.00	
Final Budget	Once per 5 year Sprinkler / Life Safety inspection DEFER 2023					1.0000	2,495.00	2,495.00	
Final Budget	Pest Control per month					12.0000	85.00	1,020.00	
Final Budget	Sprinkler Backflow					1.0000	107.00	107.00	
Final Budget	Termite contract					1.0000	5,395.00	5,395.00	
Final Budget	Termite inspection contract per year					1.0000	200.00	200.00	
							Final Budget Totals	\$25,787.00	
	<i>Contractual Services Totals</i>	\$25,814.80	\$23,034.73	\$12,372.19	\$10,184.83	\$22,165.00	\$22,165.00	\$25,787.00	\$25,787.00
Operating Expenses									
100-50-02-40-52 10	Op Exp Utility Exp - Town Electricity	49,377.60	47,482.40	51,272.55	56,599.33	55,020.00	55,020.00	56,671.00	55,020.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	4.5 yr avy					12.0000	4,585.00	55,020.00	
							Final Budget Totals	\$55,020.00	
100-50-02-40-52 11	Op Exp Utility Exp - Town W/S	970.16	1,063.67	1,022.15	1,186.06	2,900.00	1,045.00	4,423.00	4,423.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	4.5 yr avg per month					12.0000	87.07	1,045.00	
Final Budget	Increase due to basic monthly charge					12.0000	248.00	2,976.00	
Final Budget	Increase of 10% per Rich					1.0000	402.00	402.00	
							Final Budget Totals	\$4,423.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 02 - Administration									
Sub Department 40 - Law Enforcement Center									
Operating Expenses									
100-50-02-40-52 12	Op Exp Utility Exp - Other	13,693.19	12,142.32	18,232.44	17,455.45	18,000.00	18,000.00	17,400.00	17,400.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	PD gas - 4.5 yr avg per month					12.0000	1,450.00	17,400.00	
							Final Budget Totals	\$17,400.00	
100-50-02-40-52 15	Op Exp Telephone Exp - Buildings	277.19	.00	8.85	.00	.00	.00	.00	.00
100-50-02-40-52 37	Op Exp Maint and Repair - Buildings	10,420.99	24,199.68	38,068.06	22,850.27	50,139.00	50,139.00	114,970.00	99,371.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Blinds/West Side of PD - Quoted					1.0000	13,000.00	13,000.00	
Final Budget	Brady Security - VC3 office door					2.0000	2,500.00	5,000.00	
Final Budget	Brady Security - VC3 office door - CUT					2.0000	(2,500.00)	(5,000.00)	
Final Budget	Chiller Contingency - lump sum					1.0000	10,000.00	10,000.00	
Final Budget	Deep clean					1.0000	5,000.00	5,000.00	
Final Budget	Filters / 42 filters x 4 times/year x \$5 each					1.0000	840.00	840.00	
Final Budget	Power wash roof - quote					1.0000	4,125.00	4,125.00	
Final Budget	Repair allowance					1.0000	1,000.00	1,000.00	
Final Budget	Repair flagpole lights / bluestone repair					1.0000	13,226.00	13,226.00	
Final Budget	Upstairs renovations & Patrol Roll Call Room					1.0000	50,000.00	50,000.00	
Final Budget	Window washing					1.0000	2,180.00	2,180.00	
							Final Budget Totals	\$99,371.00	
100-50-02-40-52 38	Op Exp Maint and Repair - Grounds	.00	720.00	720.00	1,200.00	8,111.00	8,111.00	750.00	750.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Maintenance @ shooting range / fertilizer / seed / etc					1.0000	250.00	250.00	
Final Budget	Trees / flowers / bushes / etc for CLEC					1.0000	500.00	500.00	
							Final Budget Totals	\$750.00	
<i>Operating Expenses Totals</i>		\$74,739.13	\$85,608.07	\$109,324.05	\$99,291.11	\$134,170.00	\$132,315.00	\$194,214.00	\$176,964.00
Sub Department 40 - Law Enforcement Center	Totals	\$100,553.93	\$108,642.80	\$121,696.24	\$109,475.94	\$156,335.00	\$154,480.00	\$220,001.00	\$202,751.00
Division 02 - Administration	Totals	\$469,899.23	\$523,738.20	\$545,863.45	\$589,618.76	\$706,252.00	\$714,781.00	\$1,031,938.00	\$925,724.00
Department 50 - Law Enforcement	Totals	\$469,899.23	\$523,738.20	\$545,863.45	\$589,618.76	\$706,252.00	\$714,781.00	\$1,031,938.00	\$925,724.00



Detail Expenditure Budget - General Fund

Budget Year 2021

<u>G/L Account</u>	<u>Account Description</u>	<u>2016 Actual Amount</u>	<u>2017 Actual Amount</u>	<u>2018 Actual Amount</u>	<u>2019 Actual Amount</u>	<u>2020 Estimated Amount</u>	<u>2020 Amended Budget</u>	<u>2021 Departmental Request</u>	<u>2021 Final Budget</u>
Fund	100 - GF Totals	\$469,899.23	\$523,738.20	\$545,863.45	\$589,618.76	\$706,252.00	\$714,781.00	\$1,031,938.00	\$925,724.00
	Net Grand Totals	\$469,899.23	\$523,738.20	\$545,863.45	\$589,618.76	\$706,252.00	\$714,781.00	\$1,031,938.00	\$925,724.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 30 - Investigations									
<i>Personnel - Salaries</i>									
100-50-30-50 00	Salaries Full-time	459,212.99	477,277.40	490,595.74	482,358.70	473,108.00	562,423.00	.00	.00
100-50-30-50 02	Salaries Part-time	.00	.00	.00	.00	.00	3.00	.00	.00
100-50-30-50 04	Salaries Overtime	.00	13,629.82	8,861.22	16,925.44	15,808.00	35,439.00	.00	.00
100-50-30-50 50	Salaries Cashout	3,855.97	4,382.00	4,500.24	4,015.35	473.00	2,838.00	.00	.00
<i>Personnel - Salaries Totals</i>		\$463,068.96	\$495,289.22	\$503,957.20	\$503,299.49	\$489,389.00	\$600,703.00	\$0.00	\$0.00
<i>Personnel - Benefits</i>									
100-50-30-51 00	Benefits Longevity	10,500.00	10,700.00	11,300.00	9,900.00	8,700.00	10,800.00	.00	.00
100-50-30-51 01	Benefits Stand-by Pay	10,822.36	11,702.98	11,865.70	12,762.90	12,301.00	12,872.00	.00	.00
100-50-30-51 10	Benefits FICA	34,330.69	37,146.93	37,784.26	38,509.56	39,592.00	47,764.00	.00	.00
100-50-30-51 11	Benefits Group Insurance - Health	53,006.01	48,896.98	35,616.54	43,776.72	50,957.00	59,383.00	.00	.00
100-50-30-51 15	Benefits Life Insurance	2,811.89	2,800.37	2,985.77	2,062.54	1,517.00	1,749.00	.00	.00
100-50-30-51 21	Benefits Retirement - LEO Employees	34,092.38	40,588.69	42,579.12	43,995.07	48,663.00	59,565.00	.00	.00
100-50-30-51 31	Benefits 401K -LEO Employees	24,213.96	25,887.92	26,355.65	26,295.45	25,519.00	31,219.00	.00	.00
<i>Personnel - Benefits Totals</i>		\$169,777.29	\$177,723.87	\$168,487.04	\$177,302.24	\$187,249.00	\$223,352.00	\$0.00	\$0.00
<i>Contractual Services</i>									
100-50-30-56 10	Cont Serv Contracts and Agreements	4,056.40	4,250.35	5,246.30	5,393.50	7,208.00	7,208.00	.00	.00
<i>Contractual Services Totals</i>		\$4,056.40	\$4,250.35	\$5,246.30	\$5,393.50	\$7,208.00	\$7,208.00	\$0.00	\$0.00
<i>Operating Expenses</i>									
100-50-30-52 16	Op Exp Telephone Exp - Mobile	9,122.77	8,741.54	9,196.86	9,245.05	7,986.00	7,986.00	7,513.00	.00
100-50-30-52 26	Op Exp Professional Development	3,492.31	7,758.07	6,327.28	10,976.24	12,000.00	12,400.00	.00	.00
100-50-30-52 27	Op Exp Local Mileage	.00	.00	.00	.00	.00	50.00	.00	.00
100-50-30-52 35	Op Exp Maint and Repair - Equipment	983.03	928.29	428.36	791.52	1,500.00	1,500.00	.00	.00
100-50-30-52 36	Op Exp Maint and Repair - Vehicles	2,599.60	3,639.62	4,416.36	2,552.64	5,437.00	4,500.00	.00	.00
100-50-30-52 50	Op Exp Contracted Vehicle Service	805.61	95.00	515.20	2,344.21	3,779.00	2,400.00	.00	.00
100-50-30-52 52	Op Exp Fuel	8,828.78	8,071.60	8,770.68	7,596.34	8,600.00	10,000.00	.00	.00
100-50-30-52 60	Op Exp Equipment Purchase	17,728.39	14,158.36	7,506.61	13,655.40	6,450.00	6,450.00	.00	.00
100-50-30-52 61	Op Exp Uniform Cleaning	1,600.92	776.98	2,039.18	2,251.29	2,550.00	3,000.00	.00	.00
100-50-30-52 62	Op Exp Dues and Subscriptions	220.00	280.00	265.00	350.32	960.00	960.00	.00	.00
100-50-30-52 70	Op Exp Safety	409.46	466.17	698.68	874.33	1,000.00	1,000.00	.00	.00
100-50-30-52 71	Op Exp Protective Clothing	1,420.00	1,440.00	1,426.85	877.95	2,039.00	2,250.00	.00	.00
100-50-30-52 72	Op Exp Uniform Purchase	8,454.35	8,050.73	7,762.04	11,406.07	8,200.00	8,500.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 30 - Investigations									
Operating Expenses									
100-50-30-52 83	Op Exp Forensic Testing	.00	.00	6,321.00	.00	.00	.00	.00	.00
100-50-30-52 85	Op Exp Departmental Supplies	5,023.17	5,830.63	5,316.91	5,219.66	5,500.00	5,500.00	.00	.00
100-50-30-53 03	Op Exp Worker's Compensation Insurance	12,843.11	17,017.68	14,371.24	13,533.15	.00	13,167.00	.00	.00
100-50-30-53 26	Op Exp Special Programs	3,764.65	3,798.17	3,809.04	3,268.50	4,250.00	4,500.00	.00	.00
100-50-30-53 27	Op Exp Law Enforcement - Special Ops	3,550.00	6,000.00	5,000.00	7,000.00	7,500.00	7,500.00	.00	.00
100-50-30-53 99	Op Exp Miscellaneous Expense	300.00	360.31	171.61	186.87	300.00	300.00	.00	.00
	<i>Operating Expenses Totals</i>	<u>\$81,146.15</u>	<u>\$87,413.15</u>	<u>\$84,342.90</u>	<u>\$92,129.54</u>	<u>\$78,051.00</u>	<u>\$91,963.00</u>	<u>\$7,513.00</u>	<u>\$0.00</u>
	Division 30 - Investigations Totals	<u>\$718,048.80</u>	<u>\$764,676.59</u>	<u>\$762,033.44</u>	<u>\$778,124.77</u>	<u>\$761,897.00</u>	<u>\$923,226.00</u>	<u>\$7,513.00</u>	<u>\$0.00</u>
	Department 50 - Law Enforcement Totals	<u>\$718,048.80</u>	<u>\$764,676.59</u>	<u>\$762,033.44</u>	<u>\$778,124.77</u>	<u>\$761,897.00</u>	<u>\$923,226.00</u>	<u>\$7,513.00</u>	<u>\$0.00</u>
	Fund 100 - GF Totals	<u>\$718,048.80</u>	<u>\$764,676.59</u>	<u>\$762,033.44</u>	<u>\$778,124.77</u>	<u>\$761,897.00</u>	<u>\$923,226.00</u>	<u>\$7,513.00</u>	<u>\$0.00</u>
	Net Grand Totals	<u>\$718,048.80</u>	<u>\$764,676.59</u>	<u>\$762,033.44</u>	<u>\$778,124.77</u>	<u>\$761,897.00</u>	<u>\$923,226.00</u>	<u>\$7,513.00</u>	<u>\$0.00</u>

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Law Enforcement
Division: Patrol**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Continued enhancement of community outreach by Patrol Officers. (Coffee w/ a Cop, Walk to School, Read at School, nation Night Out, etc.) 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • Training of patrol officers in CIT at 85% 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> • Continued NIBRS conversion & training for all officers. Switching from (IBR) Incident Based Reporting to (NIBRS) National Incident Based Reporting System. 	Think Safe, Clean, Engaged. Think Community

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	<ul style="list-style-type: none"> • Hire, equip, and train new officers 	>\$116,000 (8 replacement hires expected this FY)	Think Growth. Think Balance



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 31 - Patrol Operations									
<i>Personnel - Salaries</i>									
100-50-31-50 00	Salaries Full-time	1,233,460.00	1,304,472.35	1,316,722.30	1,523,375.63	1,491,422.00	1,716,511.00	1,438,859.00	1,551,634.00
100-50-31-50 02	Salaries Part-time	.00	.00	.00	399.00	685.00	2,100.00	.00	.00
100-50-31-50 04	Salaries Overtime	756.22	15,506.37	29,726.65	11,033.29	7,866.00	40,774.00	58,000.00	37,575.00
100-50-31-50 09	Salaries K-9 Pay	.00	3,920.00	5,390.00	7,644.00	7,546.00	7,650.00	7,644.00	7,644.00
100-50-31-50 50	Salaries Cashout	15,039.12	17,879.86	15,169.92	14,533.60	5,738.00	11,453.00	3,858.00	3,858.00
	<i>Personnel - Salaries Totals</i>	\$1,249,255.34	\$1,341,778.58	\$1,367,008.87	\$1,556,985.52	\$1,513,257.00	\$1,778,488.00	\$1,508,361.00	\$1,600,711.00
<i>Personnel - Benefits</i>									
100-50-31-51 00	Benefits Longevity	15,700.00	18,900.00	19,500.00	20,900.00	19,900.00	20,600.00	18,300.00	18,300.00
100-50-31-51 10	Benefits FICA	92,676.17	100,804.01	101,713.87	114,529.77	114,812.00	137,628.00	116,788.00	123,852.00
100-50-31-51 11	Benefits Group Insurance - Health	157,913.80	142,414.26	116,540.56	150,144.61	167,923.00	186,799.00	173,624.00	187,538.00
100-50-31-51 15	Benefits Life Insurance	7,463.43	7,242.98	7,589.55	6,022.27	4,693.00	4,879.00	7,065.00	7,675.00
100-50-31-51 21	Benefits Retirement - LEO Employees	90,035.96	107,410.11	112,848.03	132,739.03	146,430.00	172,307.00	164,412.00	173,568.00
100-50-31-51 31	Benefits 401K -LEO Employees	63,251.44	68,034.23	69,325.28	78,874.23	76,474.00	89,849.00	76,335.00	80,952.00
	<i>Personnel - Benefits Totals</i>	\$427,040.80	\$444,805.59	\$427,517.29	\$503,209.91	\$530,232.00	\$612,062.00	\$556,524.00	\$591,885.00
<i>Operating Expenses</i>									
100-50-31-52 16	Op Exp Telephone Exp - Mobile	7,082.11	14,798.15	14,487.20	16,162.77	14,102.00	13,811.00	14,102.00	16,718.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	AC Captain Coley	12.0000	38.01	456.12
Final Budget	AC Lt. Flint	12.0000	38.01	456.00
Final Budget	AC Lt. Hutchins	12.0000	38.01	456.00
Final Budget	AC Lt. Lunger	12.0000	38.01	456.00
Final Budget	AC Lt. Porter	12.0000	38.01	456.00
Final Budget	AC Ofc. Baity	12.0000	38.01	456.12
Final Budget	AC Ofc. Brantley	12.0000	38.01	456.00
Final Budget	AC Ofc. Carter	12.0000	38.01	456.00
Final Budget	AC Ofc. Ekoule	12.0000	38.01	456.00
Final Budget	AC Ofc. Evans	12.0000	38.01	456.12
Final Budget	AC Ofc. Guider	12.0000	38.01	456.12
Final Budget	AC Ofc. Harris	12.0000	38.01	456.00
Final Budget	AC Ofc. Lee	12.0000	38.01	456.12
Final Budget	AC Ofc. Lerma	12.0000	38.01	456.12
Final Budget	AC Ofc. Mallett	12.0000	38.01	456.12
Final Budget	AC Ofc. McKinney	12.0000	38.01	456.12



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	50 - Law Enforcement								
Division	31 - Patrol Operations								
<i>Operating Expenses</i>									
Final Budget	AC Ofc. McNeill					12.0000	38.01	456.00	
Final Budget	AC Ofc. Mims					12.0000	38.01	456.00	
Final Budget	AC Ofc. Morris					12.0000	38.01	456.00	
Final Budget	AC Ofc. Moyer					12.0000	38.01	456.00	
Final Budget	AC Ofc. P. Smith					12.0000	38.01	456.12	
Final Budget	AC Ofc. Somerville					12.0000	38.01	456.00	
Final Budget	AC Sgt. Medlin					12.0000	38.01	456.00	
Final Budget	AC Sgt. O. Phillips					12.0000	38.01	456.12	
Final Budget	AC Sgt. Ruffin					12.0000	38.01	456.12	
Final Budget	AC Sgt. Young					12.0000	38.01	456.12	
Final Budget	MP Captain Coley					12.0000	45.00	540.00	
Final Budget	MP Lt. Flint					12.0000	45.00	540.00	
Final Budget	MP Lt. Hutchins					12.0000	45.00	540.00	
Final Budget	MP Lt. Lunger					12.0000	45.00	540.00	
Final Budget	MP Lt. Porter					12.0000	45.00	540.00	
Final Budget	MP Patrol Sergeant 1					12.0000	45.00	540.00	
Final Budget	MP Patrol Sergeant 2					12.0000	45.00	540.00	
Final Budget	MP Patrol Sergeant 3					12.0000	45.00	540.00	
Final Budget	MP Patrol Sergeant 4					12.0000	45.00	540.00	
Final Budget Totals								\$16,717.44	
100-50-31-52 26	Op Exp Professional Development	2,175.00	1,021.08	2,849.69	6,062.19	5,350.00	5,500.00	7,075.00	4,450.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Books, Manuals & State Material					1.0000	850.00	850.00	
Final Budget	CUT - FAA Drone Certification					2.0000	(150.00)	(300.00)	
Final Budget	CUT - NCACP Conference					1.0000	(1,000.00)	(1,000.00)	
Final Budget	FAA Drone Certification					2.0000	150.00	300.00	
Final Budget	Field Training Officer FTO Training					4.0000	150.00	600.00	
Final Budget	Incident Management Certification (FEMA) New Captain					1.0000	1,325.00	1,325.00	
Final Budget	Incident Management Certification - CUT					1.0000	(1,325.00)	(1,325.00)	
Final Budget	NCACP Conference					1.0000	1,000.00	1,000.00	
Final Budget	NCJA Leadership Institute - Sergeants					4.0000	500.00	2,000.00	
Final Budget	Per-Diem for out of Town Travel					1.0000	1,000.00	1,000.00	
Final Budget Totals								\$4,450.00	
100-50-31-52 27	Op Exp Local Mileage	.00	.00	.00	.00	.00	200.00	200.00	200.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 31 - Patrol Operations									
Operating Expenses									
100-50-31-52 35	Op Exp Maint and Repair - Equipment	4,748.20	4,202.26	5,612.86	6,765.75	5,000.00	5,000.00	5,000.00	5,000.00
100-50-31-52 36	Op Exp Maint and Repair - Vehicles	23,027.47	28,587.06	34,262.46	32,776.93	43,187.00	18,000.00	34,000.00	34,000.00
100-50-31-52 50	Op Exp Contracted Vehicle Service	2,161.50	7,778.65	6,134.61	15,298.24	10,465.00	5,000.00	16,000.00	16,000.00
100-50-31-52 52	Op Exp Fuel	41,639.04	41,489.38	50,692.22	48,364.95	47,500.00	55,000.00	60,000.00	60,000.00
100-50-31-52 60	Op Exp Equipment Purchase	33,500.83	34,872.91	19,182.02	56,736.79	33,580.00	33,580.00	36,021.00	36,021.00

Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	Brother PocketJet 6 Thermal Printer (vehicle)			2.0000	375.00	750.00	
Final Budget	Harris XG-185 portable 800 MHz radios			6.0000	3,395.00	20,370.00	
Final Budget	Intoximeters Alco Sensor FST & Accessories			4.0000	580.00	2,320.00	
Final Budget	Kustom Raptor Radar			1.0000	1,861.00	1,861.00	
Final Budget	Laser Labs Window Tint Meter			4.0000	225.00	900.00	
Final Budget	Megaphone			1.0000	190.00	190.00	
Final Budget	Riot control equipment for individual			6.0000	940.00	5,640.00	
Final Budget	Tire Deflation Devices (Stop Stick)			3.0000	1,030.00	3,090.00	
Final Budget	Upgrade, repair, replace cell phone			2.0000	150.00	300.00	
Final Budget	Window Punch/Seatbelt Cutter Tool			60.0000	10.00	600.00	
						Final Budget Totals	\$36,021.00

100-50-31-52 61	Op Exp Uniform Cleaning	2,487.12	1,469.25	2,559.49	2,348.35	2,875.00	3,000.00	3,000.00	3,000.00
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	Uniform cleaning			200.0000	15.00	3,000.00	
						Final Budget Totals	\$3,000.00

100-50-31-52 62	Op Exp Dues and Subscriptions	.00	.00	234.88	404.99	1,300.00	1,315.00	1,315.00	1,065.00
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	IACP Membership Dues			5.0000	125.00	625.00	
Final Budget	NC School of Gov. NC Crimes - On Line			1.0000	350.00	350.00	
Final Budget	NCACP			1.0000	100.00	100.00	
Final Budget	REDUCED - IACP Membershipt Dues (Capt & 2 LT)			2.0000	(125.00)	(250.00)	
Final Budget	USPCA (Departmental)			1.0000	240.00	240.00	
						Final Budget Totals	\$1,065.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 31 - Patrol Operations									
Operating Expenses									
100-50-31-52 70	Op Exp Safety	942.81	1,604.03	1,490.95	1,943.69	2,475.00	2,475.00	2,475.00	2,650.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	30 min. Roadside Flairs					10.0000	80.00		800.00
Final Budget	Bio Hazard Kits					5.0000	25.00		125.00
Final Budget	Emergency Blankets					5.0000	25.00		125.00
Final Budget	First Aid					5.0000	25.00		125.00
Final Budget	Nitrile Gloves					15.0000	25.00		375.00
Final Budget	Prisoner Spit Hoods					1.0000	100.00		100.00
Final Budget	Safety Supplies Restock					1.0000	1,000.00		1,000.00
								Final Budget Totals	\$2,650.00
100-50-31-52 71	Op Exp Protective Clothing	2,994.53	2,552.79	1,870.00	3,281.42	4,500.00	4,500.00	6,000.00	6,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Ballistic Soft Body Armor					8.0000	750.00		6,000.00
								Final Budget Totals	\$6,000.00
100-50-31-52 72	Op Exp Uniform Purchase	16,041.70	12,849.89	18,004.48	27,400.36	20,400.00	20,400.00	15,975.00	17,175.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Known Vacancy Replacements					4.0000	1,200.00		4,800.00
Final Budget	Uniforms (annual replacement as needed)					1.0000	12,375.00		12,375.00
								Final Budget Totals	\$17,175.00
100-50-31-52 85	Op Exp Departmental Supplies	2,305.30	3,195.22	3,196.42	4,065.35	3,700.00	3,700.00	4,350.00	4,300.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Batteries					1.0000	750.00		750.00
Final Budget	Car Decontamination Supplies					1.0000	750.00		750.00
Final Budget	GYM sanitation supplies / wipes					1.0000	500.00		500.00
Final Budget	In Car Printer Thermal Paper					1.0000	1,000.00		1,000.00
Final Budget	Printed Material (citation books, ticket books)					1.0000	1,000.00		1,000.00
Final Budget	Restock Supplies (cords, cables, charges, labels, etc.)					1.0000	300.00		300.00
								Final Budget Totals	\$4,300.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 31 - Patrol Operations									
Operating Expenses									
100-50-31-52 95	Op Exp Canine Expense	7,029.92	5,016.35	25,051.32	12,073.57	13,200.00	13,200.00	31,125.00	29,925.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Food & Veterinary Care					4.0000	2,500.00	10,000.00	
Final Budget	New Canine Equipment					1.0000	1,000.00	1,000.00	
Final Budget	New Police Canine					1.0000	13,000.00	13,000.00	
Final Budget	New Police K-9 Vest					1.0000	1,025.00	1,025.00	
Final Budget	Replace & Repair Equipment (Leads, Harnesses, Kennel, Etc.)					1.0000	1,300.00	1,300.00	
Final Budget	Training & Recertifications					3.0000	1,200.00	3,600.00	
							Final Budget Totals	\$29,925.00	
100-50-31-53 03	Op Exp Worker's Compensation Insurance	35,002.63	47,450.05	46,474.85	37,562.98	40,412.00	38,760.00	56,504.00	59,920.00
100-50-31-53 25	Op Exp Boarding Fees	.00	.00	.00	87.36	750.00	750.00	1,425.00	1,425.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	K-9 Boarding Fees					1.0000	1,425.00	1,425.00	
							Final Budget Totals	\$1,425.00	
<i>Operating Expenses Totals</i>		\$181,138.16	\$206,887.07	\$232,103.45	\$271,335.69	\$248,796.00	\$224,191.00	\$294,567.00	\$297,849.00
<i>Miscellaneous</i>									
100-50-31-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(9,958.00)	(9,958.00)
<i>Miscellaneous Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$9,958.00)	(\$9,958.00)
Division 31 - Patrol Operations	Totals	\$1,857,434.30	\$1,993,471.24	\$2,026,629.61	\$2,331,531.12	\$2,292,285.00	\$2,614,741.00	\$2,349,494.00	\$2,480,487.00
Department 50 - Law Enforcement	Totals	\$1,857,434.30	\$1,993,471.24	\$2,026,629.61	\$2,331,531.12	\$2,292,285.00	\$2,614,741.00	\$2,349,494.00	\$2,480,487.00
Fund 100 - GF	Totals	\$1,857,434.30	\$1,993,471.24	\$2,026,629.61	\$2,331,531.12	\$2,292,285.00	\$2,614,741.00	\$2,349,494.00	\$2,480,487.00
Net Grand Totals		\$1,857,434.30	\$1,993,471.24	\$2,026,629.61	\$2,331,531.12	\$2,292,285.00	\$2,614,741.00	\$2,349,494.00	\$2,480,487.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

Department: Law Enforcement

Division: ~~Special Operations~~

(Support Services Division)

2019-2020 Major Accomplishments	Related Council Goal
• Applied for and received 2 nd year award Governor's Highway Safety Program grant	Think Town Finances. Think Responsibility.
• Maintained SRO grant obligations from Johnston County Schools	Think Town Finances. Think Responsibility.
• Upgraded surveillance equipment for detectives	Think Safe, Clean, Engaged. Think Community
• Maintained detective certifications	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Restructured Investigative Unit	Think Growth. Think Balance
• Restructured Traffic Safety Unit	Think Growth. Think Balance
• Managed seamless merging of ISD and ASD into Support Services Division	Think Growth. Think Balance

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	• plan for personnel movements within division	none	Think Growth. Think Balance
Program or Service Change	• third year GHSP grant	\$30,480	Think Safe, Clean, Engaged. Think Community
Program or Service Change	• second year SRO grant	Cost of officers reimbursed by JCPS at \$48,000.00/Officer	Think Communication & Partnerships. Think Collaboration.



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 32 - Support Services									
<i>Personnel - Salaries</i>									
100-50-32-50 00	Salaries Full-time	521,136.33	541,444.09	563,417.20	627,345.00	679,734.00	789,198.00	630,310.00	1,086,938.00
100-50-32-50 02	Salaries Part-time	.00	.00	.00	.00	.00	.00	.00	23,400.00
100-50-32-50 04	Salaries Overtime	37.30	2,996.24	4,475.79	9,730.99	14,377.00	10,570.00	.00	59,775.00
100-50-32-50 50	Salaries Cashout	4,884.09	.00	.00	636.32	6,912.00	4,306.00	7,535.00	3,818.00
<i>Personnel - Salaries Totals</i>		\$526,057.72	\$544,440.33	\$567,892.99	\$637,712.31	\$701,023.00	\$804,074.00	\$637,845.00	\$1,173,931.00
<i>Personnel - Benefits</i>									
100-50-32-51 00	Benefits Longevity	8,950.00	7,700.00	8,700.00	10,100.00	11,100.00	11,200.00	10,800.00	9,600.00
100-50-32-51 01	Benefits Stand-by Pay	.00	.00	.00	.00	.00	.00	.00	14,720.00
100-50-32-51 10	Benefits FICA	39,779.12	40,971.91	42,211.32	47,142.58	52,251.00	62,367.00	49,621.00	91,668.00
100-50-32-51 11	Benefits Group Insurance - Health	63,694.26	68,832.81	50,175.45	71,620.13	67,126.00	86,908.00	61,784.00	116,588.00
100-50-32-51 15	Benefits Life Insurance	3,247.89	3,117.19	3,426.95	2,615.97	2,180.00	2,436.00	3,225.00	5,436.00
100-50-32-51 20	Benefits Retirement - General Employees	2,673.45	2,872.64	3,094.78	3,305.15	46,179.00	3,947.00	3,844.00	3,844.00
100-50-32-51 21	Benefits Retirement - LEO Employees	35,041.80	40,435.63	43,501.66	50,766.26	64,114.00	73,741.00	65,421.00	122,278.00
100-50-32-51 30	Benefits 401K - General Employees	1,637.10	1,568.74	1,640.46	1,695.82	.00	1,766.00	1,506.00	1,506.00
100-50-32-51 31	Benefits 401K -LEO Employees	24,714.14	25,645.67	26,778.95	30,271.45	33,577.00	38,556.00	30,550.00	56,862.00
<i>Personnel - Benefits Totals</i>		\$179,737.76	\$191,144.59	\$179,529.57	\$217,517.36	\$276,527.00	\$280,921.00	\$226,751.00	\$422,502.00
<i>Contractual Services</i>									
100-50-32-56 11	Cont Serv Contract Services	1,945.00	2,546.95	4,030.00	4,953.30	.00	.00	5,730.00	5,730.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Blackbag Technologies				1.0000	995.00	995.00		
Final Budget	Leads Online				1.0000	2,305.00	2,305.00		
Final Budget	TLO - Investigative Search Tool				1.0000	1,950.00	1,950.00		
Final Budget	US Fleet Tracking - GPS Tracking				1.0000	480.00	480.00		
							Final Budget Totals	\$5,730.00	
100-50-32-56 50	Cont Serv Equipment Rental	14,280.54	.00	.00	.00	.00	.00	.00	.00
<i>Contractual Services Totals</i>		\$16,225.54	\$2,546.95	\$4,030.00	\$4,953.30	\$0.00	\$0.00	\$5,730.00	\$5,730.00
<i>Operating Expenses</i>									
100-50-32-52 16	Op Exp Telephone Exp - Mobile	6,903.98	7,781.16	7,769.91	8,324.01	8,820.00	8,820.00	17,138.00	18,219.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	AC Animal Control				12.0000	38.01	456.12		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 32 - Support Services									
Operating Expenses									
100-50-32-52 26	Op Exp Professional Development	8,155.17	5,233.41	4,900.34	4,619.29	9,865.00	9,865.00	30,175.00	16,885.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Animal Control Continuing Education					1.0000	650.00	650.00	
Final Budget	Annual Financial Crimes Training					2.0000	800.00	1,600.00	
Final Budget	Annual Financial Crimes Training - CUT					2.0000	(800.00)	(1,600.00)	
Final Budget	Armorer Certifications (New)					1.0000	900.00	900.00	
Final Budget	Armorer Recertifications					1.0000	1,300.00	1,300.00	
Final Budget	Books / Training Manuals / State Material					1.0000	1,500.00	1,500.00	
Final Budget	CALEA Continuing Education					2.0000	1,500.00	3,000.00	
Final Budget	CUT - CALEA Continuing Education					2.0000	(1,500.00)	(3,000.00)	
Final Budget	CUT - NCLEAN State Conference					1.0000	(850.00)	(850.00)	
Final Budget	CVSA Operator School					1.0000	1,500.00	1,500.00	
Final Budget	CVSA Recertification School					1.0000	850.00	850.00	
Final Budget	High Risk Warrant Training					1.0000	1,500.00	1,500.00	
Final Budget	Homicide / Death Investigation Training					1.0000	2,850.00	2,850.00	
Final Budget	Homicide / Death Investigation Training					1.0000	(2,850.00)	(2,850.00)	
Final Budget	IA/Background Investigators Training					2.0000	750.00	1,500.00	
Final Budget	NC Narcotics Officer Annual Training					3.0000	900.00	2,700.00	
Final Budget	NC Narcotics Officer Annual Training REDUCE					1.0000	(900.00)	(900.00)	
Final Budget	NCLEAN State Conference					1.0000	850.00	850.00	
Final Budget	NCSHP Motorcycle School					2.0000	1,095.00	2,190.00	
Final Budget	NCSHP Motorcycle School CUT					2.0000	(1,095.00)	(2,190.00)	
Final Budget	Per diem for Officer travel					1.0000	1,500.00	1,500.00	
Final Budget	Per diem for Officer travel REDUCE					1.0000	(500.00)	(500.00)	
Final Budget	School Resource Officer Conference					2.0000	1,025.00	2,050.00	
Final Budget	Sexual Assault Investigations Training					1.0000	1,400.00	1,400.00	
Final Budget	Sexual Assault Investigations Training CUT					1.0000	(1,400.00)	(1,400.00)	
Final Budget	SIMS Instructor Training					2.0000	620.00	1,240.00	
Final Budget	Sirchie Crime Scene/Evidence Collection Training					1.0000	600.00	600.00	
Final Budget	Taser Recertification					1.0000	495.00	495.00	
	Final Budget Totals							\$16,885.00	
100-50-32-52 27	Op Exp Local Mileage	100.05	.00	.00	.00	.00	100.00	200.00	200.00
100-50-32-52 35	Op Exp Maint and Repair - Equipment	2,424.52	2,785.08	3,123.91	3,307.06	3,000.00	3,500.00	5,000.00	5,000.00
100-50-32-52 36	Op Exp Maint and Repair - Vehicles	5,572.30	11,192.07	6,365.89	8,385.22	4,980.00	10,000.00	17,000.00	17,000.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 32 - Support Services									
Operating Expenses									
100-50-32-52 50	Op Exp Contracted Vehicle Service	2,656.37	1,452.17	1,631.10	3,164.77	6,249.00	3,000.00	12,000.00	12,000.00
100-50-32-52 52	Op Exp Fuel	13,156.90	14,630.90	16,567.69	13,434.92	14,400.00	15,000.00	25,000.00	25,000.00
100-50-32-52 60	Op Exp Equipment Purchase	15,965.64	13,218.79	9,066.79	34,573.45	33,350.00	33,350.00	65,856.00	61,467.00

Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	20' Metal Security Conex Box for Range			1.0000	2,275.00	2,275.00	
Final Budget	40mm Less Lethal Munitions Launcher			1.0000	800.00	800.00	
Final Budget	AC Traps / Transfer Cage			2.0000	150.00	300.00	
Final Budget	Armorer Tools			1.0000	560.00	560.00	
Final Budget	Banger Response Bags			5.0000	55.00	275.00	
Final Budget	Brother PocketJet Thermal Printer			2.0000	375.00	750.00	
Final Budget	CUT - Drug Terminator (Drug Incinerator)			1.0000	(4,389.00)	(4,389.00)	
Final Budget	Drug Terminator (Drug Incinerator)			1.0000	4,389.00	4,389.00	
Final Budget	Gas Mask Filters (4 pack)			5.0000	165.00	825.00	
Final Budget	Gas Mask w/ Carry Pouch (Replacements)			5.0000	309.00	1,545.00	
Final Budget	Glock 17 Handgun w/ Light (Replacements)			5.0000	540.00	2,700.00	
Final Budget	Holsters (Replacements)			5.0000	111.00	555.00	
Final Budget	JAMAR Traffic Survey Device			1.0000	4,300.00	4,300.00	
Final Budget	LEA Surveillance Equipment			1.0000	1,500.00	1,500.00	
Final Budget	Less Lethal Munitions			50.0000	50.00	2,500.00	
Final Budget	New Phone / AC Replacement Contingency			3.0000	150.00	450.00	
Final Budget	Retractable Traffic Cone Bars			20.0000	19.00	380.00	
Final Budget	SBR AR15 w/sights			2.0000	1,580.00	3,160.00	
Final Budget	Simunitions for SIMS Handguns			2.0000	294.00	588.00	
Final Budget	Simunitions Glock 17T SIMS Handgun			4.0000	454.00	1,816.00	
Final Budget	Simunitions Protective Helmet			4.0000	170.00	680.00	
Final Budget	Taser Auto Shut-Down Power Magazine			40.0000	81.75	3,270.00	
Final Budget	Taser cartridges			120.0000	26.00	3,120.00	
Final Budget	Taser X26P (Replacement)			14.0000	1,642.00	22,988.00	
Final Budget	Tourniquets and Tourniquet Pouches			10.0000	70.00	700.00	
Final Budget	Traffic Cones			100.0000	22.00	2,200.00	
Final Budget	Water Barricade			10.0000	260.00	2,600.00	
Final Budget	Weapon Lights/Sights Batteries			30.0000	21.00	630.00	
						Final Budget Totals	\$61,467.00

100-50-32-52 61	Op Exp Uniform Cleaning	532.27	382.46	650.08	531.42	600.00	800.00	3,500.00	3,500.00
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Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **50 - Law Enforcement**
 Division **32 - Support Services**
Operating Expenses

100-50-32-52 62	Op Exp Dues and Subscriptions	85.00	270.00	311.00	175.00	700.00	775.00	1,130.00	1,130.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Carolinas Organized Retail Crime Alliance Association			1.0000	35.00	35.00			
Final Budget	Gangs Across the Carolinas Association			1.0000	25.00	25.00			
Final Budget	IACP Memebrship			3.0000	125.00	375.00			
Final Budget	International Association of Financial Crimes Investigators			1.0000	80.00	80.00			
Final Budget	National Association of Computer Voice Stress Analysis			3.0000	95.00	285.00			
Final Budget	NC Association of Property & Evidence			1.0000	35.00	35.00			
Final Budget	NC Narcotics Enforcement Officers Association			2.0000	35.00	70.00			
Final Budget	NC White Collar Crime Association			1.0000	50.00	50.00			
Final Budget	NCACP Membership			1.0000	100.00	100.00			
Final Budget	NCLEAN Membership Dues			1.0000	75.00	75.00			
Final Budget Totals							<u>\$1,130.00</u>		

100-50-32-52 70	Op Exp Safety	1,457.97	215.66	617.27	2,635.73	1,200.00	1,290.00	4,250.00	5,450.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Emergency blankets			5.0000	25.00	125.00			
Final Budget	Emergency flares			5.0000	80.00	400.00			
Final Budget	First Aid Kit Supplies			1.0000	100.00	100.00			
Final Budget	NARCAN			50.0000	50.00	2,500.00			
Final Budget	Nitrile gloves			15.0000	25.00	375.00			
Final Budget	Reflective Vest			5.0000	50.00	250.00			
Final Budget	Spit hoods			1.0000	100.00	100.00			
Final Budget	Tyvek Body Suits			60.0000	10.00	600.00			
Final Budget	Tyvek Boots			20.0000	50.00	1,000.00			
Final Budget Totals							<u>\$5,450.00</u>		

100-50-32-52 71	Op Exp Protective Clothing	587.19	1,237.90	1,856.85	3,255.80	1,360.00	1,500.00	3,750.00	3,750.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	BPV			5.0000	750.00	3,750.00			
Final Budget Totals							<u>\$3,750.00</u>		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 32 - Support Services									
Operating Expenses									
100-50-32-52 72	Op Exp Uniform Purchase	6,985.21	6,341.89	7,396.62	8,975.02	8,600.00	8,600.00	18,400.00	18,400.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Civilian personnel uniforms					3.0000	500.00	1,500.00	
Final Budget	Clothing allowance					10.0000	700.00	7,000.00	
Final Budget	Officer uniforms					1.0000	9,900.00	9,900.00	
								Final Budget Totals	\$18,400.00
100-50-32-52 85	Op Exp Departmental Supplies	11,017.68	10,349.50	11,738.52	10,668.61	15,900.00	15,900.00	28,395.00	28,395.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Annual Ammunition Allotment					1.0000	14,895.00	14,895.00	
Final Budget	Evidence Supplies					1.0000	4,000.00	4,000.00	
Final Budget	Office Supplies					1.0000	4,000.00	4,000.00	
Final Budget	Printing Materials for Festivals and Events					1.0000	3,000.00	3,000.00	
Final Budget	Qualification targets					2.0000	500.00	1,000.00	
Final Budget	Target Backer Boards					2.0000	750.00	1,500.00	
								Final Budget Totals	\$28,395.00
100-50-32-53 03	Op Exp Worker's Compensation Insurance	14,257.26	18,931.24	15,038.50	15,602.35	18,292.00	16,671.00	23,287.00	42,110.00
100-50-32-53 26	Op Exp Special Programs	372.03	474.00	199.35	1,378.12	5,000.00	5,000.00	9,000.00	9,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Crime Prevention / Promotional & Educational Materials					1.0000	5,000.00	5,000.00	
Final Budget	Investigative Testing / Records Requests					1.0000	4,000.00	4,000.00	
								Final Budget Totals	\$9,000.00
100-50-32-53 27	Op Exp Law Enforcement - Special Ops	.00	.00	.00	.00	.00	.00	7,500.00	7,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Special Investigative Funds					1.0000	7,500.00	7,500.00	
								Final Budget Totals	\$7,500.00
100-50-32-53 99	Op Exp Miscellaneous Expense	442.46	384.36	570.02	1,450.56	500.00	500.00	1,000.00	1,000.00
	<i>Operating Expenses Totals</i>	\$90,672.00	\$94,880.59	\$87,803.84	\$120,481.33	\$132,816.00	\$134,671.00	\$272,581.00	\$276,006.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 32 - Support Services									
Miscellaneous									
100-50-32-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(4,645.00)	(4,645.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,645.00)	(\$4,645.00)
Division 32 - Support Services Totals		\$812,693.02	\$833,012.46	\$839,256.40	\$980,664.30	\$1,110,366.00	\$1,219,666.00	\$1,138,262.00	\$1,873,524.00
Department 50 - Law Enforcement Totals		\$812,693.02	\$833,012.46	\$839,256.40	\$980,664.30	\$1,110,366.00	\$1,219,666.00	\$1,138,262.00	\$1,873,524.00
Fund 100 - GF Totals		\$812,693.02	\$833,012.46	\$839,256.40	\$980,664.30	\$1,110,366.00	\$1,219,666.00	\$1,138,262.00	\$1,873,524.00
Net Grand Totals		\$812,693.02	\$833,012.46	\$839,256.40	\$980,664.30	\$1,110,366.00	\$1,219,666.00	\$1,138,262.00	\$1,873,524.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Law Enforcement
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF									
Department 50 - Law Enforcement									
Division 95 - Capital Outlay									
Capital Outlay									
100-50-95-58 03	Cap Out Furniture Fixtures and Equipment	.00	.00	.00	.00	37,647.00	37,647.00	107,144.00	92,374.00

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Rank 1 - File Storage Systems			1.0000	54,770.00	54,770.00		
Final Budget	Rank 1 - File Storage Systems - REDUCE			1.0000	(14,770.00)	(14,770.00)		
Final Budget	Rank 2 - CLEC Furniture			1.0000	42,024.00	42,024.00		
Final Budget	Rank 3 - KeyPer Key Management System			1.0000	10,350.00	10,350.00		
						Final Budget Totals		\$92,374.00

100-50-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	395,336.00	395,336.00	889,000.00	599,016.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	COPS Grant Vehicles - REDUCE			1.0000	(18,984.00)	(18,984.00)		
Final Budget	CUT - 4 positions not added			4.0000	(56,000.00)	(224,000.00)		
Final Budget	New Officer Position Vehicle 1 - Charger			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 2 - Charger			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 3 - Charger			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 4 - Charger			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 5 - Charger COPS Grant			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 6 - Charger COPS Grant			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 7 - Charger COPS Grant			1.0000	56,000.00	56,000.00		
Final Budget	New Officer Position Vehicle 8 - Charger COPS Grant			1.0000	56,000.00	56,000.00		
Final Budget	REDUCE Vehicle Replacement Costs			1.0000	(47,000.00)	(47,000.00)		
Final Budget	Replacement #141 - Durango Rank 6 of 16			1.0000	56,000.00	56,000.00		
Final Budget	Replacement #143 - Charger Rank 2 of 16			1.0000	56,000.00	56,000.00		
Final Budget	Replacement #144 - Durango Rank 4 of 16			1.0000	56,000.00	56,000.00		
Final Budget	Replacement #153 - Transit Connect Rank 8 of 16			1.0000	27,000.00	27,000.00		
Final Budget	Replacement #163 - Durango Rank 7 of 16			1.0000	56,000.00	56,000.00		
Final Budget	Replacement #166 - Charger Rank 3 of 16			1.0000	56,000.00	56,000.00		
Final Budget	Replacement #55 - Tahoe K9 Rank 1 of 16			1.0000	67,000.00	67,000.00		
Final Budget	Replacement #57 - Tahoe K9 Rank 5 of 16			1.0000	67,000.00	67,000.00		
						Final Budget Totals		\$599,016.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 50 - Law Enforcement									
Division 95 - Capital Outlay									
Capital Outlay									
100-50-95-58 50	Cap Out Capital Outlay	149,123.11	311,399.32	165,172.70	437,047.56	26,980.00	27,500.00	98,659.00	71,788.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	CUT - Rank 5 - Matrice 210 v2 First Responder Drone					1.0000	(26,870.99)	(26,870.99)	
Final Budget	Rank 1 - CVSA (Trade-In Replacement)					1.0000	5,995.00	5,995.00	
Final Budget	Rank 2 - Mobile Surveillance Trailer					1.0000	37,080.00	37,080.00	
Final Budget	Rank 3 - MPH Industries Traffic Message Board/Radar Trailer					1.0000	20,614.00	20,614.00	
Final Budget	Rank 4 - 60" Evidence Drying Cabinet					1.0000	8,099.00	8,099.00	
Final Budget	Rank 5 - Matrice 210 v2 First Responder Drone					1.0000	26,870.99	26,870.99	
							Final Budget Totals	\$71,788.00	
	<i>Capital Outlay Totals</i>	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,094,803.00	\$763,178.00
<i>Miscellaneous</i>									
100-50-95-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(1,725.00)	(1,725.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,725.00)	(\$1,725.00)
	Division 95 - Capital Outlay Totals	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,093,078.00	\$761,453.00
	Department 50 - Law Enforcement Totals	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,093,078.00	\$761,453.00
	Fund 100 - GF Totals	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,093,078.00	\$761,453.00
	Net Grand Totals	\$149,123.11	\$311,399.32	\$165,172.70	\$437,047.56	\$459,963.00	\$460,483.00	\$1,093,078.00	\$761,453.00

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**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Fire Department
Division:**

Fire Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$1,409,519.07	\$1,566,329.17	\$1,823,297.52	\$2,016,622.72	\$2,123,722.00	\$2,153,155.00	\$2,435,595.00	\$2,435,595.00
Benefits - Personnel - Benefits	\$359,991.33	\$409,994.58	\$458,852.31	\$550,066.54	\$595,275.00	\$674,422.00	\$853,801.00	\$853,640.00
Contract Serv - Contractual Services	\$188,644.47	\$203,270.92	\$190,239.74	\$174,199.59	\$196,388.00	\$194,808.00	\$69,707.00	\$142,225.00
Op Exp - Operating Expenses	\$355,601.96	\$379,577.45	\$347,067.84	\$352,297.30	\$441,725.00	\$438,987.00	\$584,801.00	\$537,214.00
Cap Outlay - Capital Outlay	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
Misc - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$53,775.00)	(\$53,775.00)
Fund Total: GF	(\$2,660,914.64)	(\$3,152,808.12)	(\$2,836,134.86)	(\$3,682,393.15)	(\$3,563,364.00)	(\$3,751,472.00)	(\$4,472,829.00)	(\$4,416,599.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$2,660,914.64	\$3,152,808.12	\$2,836,134.86	\$3,682,393.15	\$3,563,364.00	\$3,751,472.00	\$4,472,829.00	\$4,416,599.00
Net Grand Totals:	(\$2,660,914.64)	(\$3,152,808.12)	(\$2,836,134.86)	(\$3,682,393.15)	(\$3,563,364.00)	(\$3,751,472.00)	(\$4,472,829.00)	(\$4,416,599.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Fire Protection
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • CFD Hosted one of the largest quarterly regional meetings at the Caterpillar Training Center for the Eastern North Carolina Firefighters Association. 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • SAFER Grant award- largest in state of NC 	Think Growth. Think Balance
<ul style="list-style-type: none"> • Captain Kevin Stancil filled the new Fire Inspector position 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Installed three new front bay doors at Fire Station #1 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • Proud moment! After 15 years, we have a completed the signage project for Fire Station #1. Thank you to all Town of Clayton staff that assisted in completing this. 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • Fire Admin staff attended Quality Improvement Through Accreditation (QITA) classes. This class helps us prepare to work towards national accreditation for the Town of Clayton fire department. 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • FD participated with the Clayton Chamber of Commerce in the Clayton 101 Tours 	Think Communication & Partnerships. Think Collaboration.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	<ul style="list-style-type: none"> •• Hired 15 new full time firefighters & transitioned to full time department 	25% Cost Share for SAFER Grant	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: Providing Prompt Professional Services with Pride. Everyone Goes Home

Goal: Prompt Delivery of Inspections

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
<ul style="list-style-type: none">• 90% of Scheduled Inspections Complete within 5 Days of Scheduled Date ** Changed from FH to ER	90%	**Unk	92%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-52-02-50 00	Salaries Full-time	340,346.03	339,458.84	266,647.51	342,959.14	397,955.00	404,883.00	408,646.00	408,646.00
100-52-02-50 02	Salaries Part-time	.00	6,105.96	17,446.67	.00	.00	.00	.00	.00
100-52-02-50 04	Salaries Overtime	.00	2,755.47	644.28	.00	.00	.00	.00	.00
100-52-02-50 05	Salaries Holiday Pay FT	.00	2,737.26	214.76	.00	.00	.00	.00	.00
100-52-02-50 50	Salaries Cashout	3,336.00	3,197.00	278.00	.00	.00	.00	.00	.00
<i>Personnel - Salaries Totals</i>		\$343,682.03	\$354,254.53	\$285,231.22	\$342,959.14	\$397,955.00	\$404,883.00	\$408,646.00	\$408,646.00
<i>Personnel - Benefits</i>									
100-52-02-51 00	Benefits Longevity	7,200.00	7,400.00	5,150.00	5,600.00	6,400.00	6,100.00	6,700.00	6,700.00
100-52-02-51 10	Benefits FICA	26,005.80	26,998.20	21,683.10	25,688.53	30,599.00	31,440.00	31,773.00	31,773.00
100-52-02-51 11	Benefits Group Insurance - Health	31,815.17	27,561.87	16,804.17	32,049.60	38,978.00	43,604.00	40,559.00	40,559.00
100-52-02-51 15	Benefits Life Insurance	2,045.39	1,889.72	1,536.62	1,364.19	1,332.00	1,256.00	2,023.00	2,023.00
100-52-02-51 20	Benefits Retirement - General Employees	23,304.45	25,499.25	20,256.16	26,876.02	35,816.00	36,537.00	41,723.00	41,683.00
100-52-02-51 30	Benefits 401K - General Employees	14,035.11	14,222.53	10,914.79	13,942.34	16,174.00	16,440.00	16,614.00	16,614.00
<i>Personnel - Benefits Totals</i>		\$104,405.92	\$103,571.57	\$76,344.84	\$105,520.68	\$129,299.00	\$135,377.00	\$139,392.00	\$139,352.00
<i>Contractual Services</i>									
100-52-02-56 00	Cont Serv Professional Services	.00	.00	.00	.00	.00	.00	.00	6,600.00

Budget Transactions					
Level	Transaction		Number of Units	Cost Per Unit	Total Amount
Final Budget	VC3 - New Workstations for Station 1		5.0000	744.00	3,720.00
Final Budget	VC3 - Office 365 for FD		12.0000	240.00	2,880.00
Final Budget Totals					\$6,600.00

100-52-02-56 10	Cont Serv Contracts and Agreements	4,400.00	5,894.75	7,302.68	8,699.75	9,040.00	7,801.00	.00	.00
100-52-02-56 11	Cont Serv Contract Services	152,294.04	155,553.88	167,802.56	146,482.89	149,335.00	149,336.00	.00	75,918.00

Budget Transactions					
Level	Transaction		Number of Units	Cost Per Unit	Total Amount
Final Budget	AL Fire Service Agreement FY 20-21		4.0000	16,479.49	65,917.96
Final Budget	AL Fire Service True Up FY 20-21		1.0000	10,000.00	10,000.00
Final Budget Totals					\$75,917.96



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 02 - Administration									
Contractual Services									
100-52-02-56 50	Cont Serv Equipment Rental	2,953.72	2,214.70	1,032.16	1,592.00	1,536.00	1,536.00	1,536.00	1,536.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copier 308					12.0000	128.00	1,536.00	
								Final Budget Totals	\$1,536.00
<i>Contractual Services Totals</i>		\$159,647.76	\$163,663.33	\$176,137.40	\$156,774.64	\$159,911.00	\$158,673.00	\$1,536.00	\$84,054.00
<i>Operating Expenses</i>									
100-52-02-52 00	Op Exp Copy Expense	463.36	509.23	761.07	557.01	884.00	884.00	.00	884.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copy Expense BW					12.0000	23.70	284.00	
Final Budget	Konica Minolta Copy Expense Color					12.0000	50.00	600.00	
								Final Budget Totals	\$884.00
100-52-02-52 01	Op Exp Postage and Shipping Expense	205.96	103.50	124.27	21.57	100.00	210.00	210.00	210.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Postage and Shipping					210.0000	1.00	210.00	
								Final Budget Totals	\$210.00
100-52-02-52 16	Op Exp Telephone Exp - Mobile	2,990.24	3,236.73	3,124.08	3,803.83	3,270.00	3,270.00	3,984.00	3,984.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	AC Fire Chief					12.0000	38.01	456.00	
Final Budget	AC Fire Inspector					12.0000	38.01	456.00	
Final Budget	AC Fire Marshall					12.0000	38.01	456.00	
Final Budget	AC Training/Safety Division Chief					12.0000	38.01	456.00	
Final Budget	MP Fire Chief					12.0000	45.00	540.00	
Final Budget	MP Fire Inspector					12.0000	45.00	540.00	
Final Budget	MP Fire Marshall					12.0000	45.00	540.00	
Final Budget	MP Training/Safety Division Chief					12.0000	45.00	540.00	
								Final Budget Totals	\$3,984.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **52 - Fire Protection**
 Division **02 - Administration**
 Operating Expenses

100-52-02-52 26	Op Exp Professional Development	4,407.87	4,741.52	5,015.92	6,104.90	7,420.00	6,795.00	12,500.00	5,370.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Arson Investigations Con Ed. Reg. (RM)			2.0000	60.00	120.00		
Final Budget	Fire Accreditation Conference			3.0000	2,000.00	6,000.00		
Final Budget	Fire Accreditation Conference - CUT			3.0000	(2,000.00)	(6,000.00)		
Final Budget	Fire Inspector Level I/II/III State Exam			1.0000	200.00	200.00		
Final Budget	Fire Prevention/Risk Management School			2.0000	650.00	1,300.00		
Final Budget	NCAFC Mid Winter Conference Lodging			4.0000	775.00	3,100.00		
Final Budget	NCAFC Mid Winter Conference Reg.			4.0000	125.00	500.00		
Final Budget	NCSFA Annual Conference - CUT			5.0000	(100.00)	(500.00)		
Final Budget	NCSFA Annual Conference - Reg. @Raleigh			5.0000	100.00	500.00		
Final Budget	North Carolina Fire Code Book 2018 Edition			1.0000	150.00	150.00		
Final Budget	Peer Assessor Accreditation Course			1.0000	400.00	400.00		
Final Budget	Peer Assessor Accreditation Course - CUT			1.0000	(400.00)	(400.00)		
Final Budget	Peer Fitness Trainer Re- Cert.			1.0000	150.00	150.00		
Final Budget	Peer Fitness Trainer Re-Cert CUT			1.0000	(150.00)	(150.00)		
						Final Budget Totals	\$5,370.00	

100-52-02-52 27	Op Exp Local Mileage	179.75	51.36	.00	.00	300.00	300.00	6,300.00	300.00
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	Vehicle Reimbursement			2.0000	150.00	300.00	
						Final Budget Totals	\$300.00

100-52-02-52 36	Op Exp Maint and Repair - Vehicles	1,473.23	2,431.58	1,274.21	1,635.28	2,100.00	2,100.00	2,100.00	2,100.00
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Budget Transactions							
Level	Transaction			Number of Units	Cost Per Unit	Total Amount	
Final Budget	PM Vehicle Service- Car 1			1.0000	400.00	400.00	
Final Budget	PM Vehicle Service- Car 2			1.0000	400.00	400.00	
Final Budget	PM Vehicle Service- Car 3			1.0000	400.00	400.00	
Final Budget	PM Vehicle Service- Car 31			1.0000	400.00	400.00	
Final Budget	Tire Replacement/Alignment			1.0000	500.00	500.00	
						Final Budget Totals	\$2,100.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	52 - Fire Protection								
Division	02 - Administration								
Operating Expenses									
100-52-02-52 50	Op Exp Contracted Vehicle Service	50.00	.00	1,900.57	628.57	2,440.00	2,440.00	2,440.00	2,440.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Contingency Contract Repairs Car 1					1.0000	550.00		550.00
Final Budget	Contingency Contract Repairs Car 2					1.0000	550.00		550.00
Final Budget	Contingency Contract Repairs Car 3					1.0000	550.00		550.00
Final Budget	Contingency Contract Repairs Car 31					1.0000	550.00		550.00
Final Budget	Turning Brake Drum/Rotors					4.0000	60.00		240.00
Final Budget Totals									\$2,440.00
100-52-02-52 52	Op Exp Fuel	2,430.98	2,366.78	2,776.17	3,210.40	3,825.00	4,038.00	3,618.00	3,618.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Car 1, Car 2, Car 3 and Car 31- Gas					1,800.0000	2.01		3,618.00
Final Budget Totals									\$3,618.00
100-52-02-52 60	Op Exp Equipment Purchase	.00	.00	.00	106.74	302.00	.00	.00	.00
100-52-02-52 61	Op Exp Uniform Cleaning	344.96	642.36	321.38	269.40	675.00	675.00	675.00	675.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Full Time Uniform Cleaning					225.0000	3.00		675.00
Final Budget Totals									\$675.00
100-52-02-52 62	Op Exp Dues and Subscriptions	8,257.00	7,720.00	8,233.00	7,758.00	7,951.00	8,011.00	9,461.00	9,461.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Eastern North Carolina Firemen's Association					1.0000	10.00		10.00
Final Budget	International Association of Fire Chiefs					1.0000	225.00		225.00
Final Budget	Johnston County Firemen's Association					1.0000	236.00		236.00
Final Budget	NC Society of Fire/Rescue Instructors					1.0000	30.00		30.00
Final Budget	NFPA Membership Dues and Online Codes Update					1.0000	1,495.00		1,495.00
Final Budget	North Carolina Association of Fire Chiefs					6.0000	30.00		180.00
Final Budget	North Carolina Fire and Rescue Pension Fund					45.0000	120.00		5,400.00
Final Budget	North Carolina State Fireman's Association					72.0000	25.00		1,800.00
Final Budget	Safety Officers Association					1.0000	85.00		85.00
Final Budget Totals									\$9,461.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 02 - Administration									
Operating Expenses									
100-52-02-52 70	Op Exp Safety	1,100.00	970.00	.00	1,235.75	1,446.00	1,446.00	1,410.00	1,410.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					41.0000	30.00	1,230.00	
	Final Budget					6.0000	30.00	180.00	
						Final Budget Totals		\$1,410.00	
100-52-02-52 85	Op Exp Departmental Supplies	782.08	357.77	764.19	852.80	864.00	800.00	875.00	875.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	875.00	875.00	
						Final Budget Totals		\$875.00	
100-52-02-53 00	Op Exp Insurance and Bonds	28,347.00	29,941.00	30,736.00	30,177.00	33,463.00	32,250.00	36,175.00	36,175.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					3.0000	900.00	2,700.00	
	Final Budget					1.0000	33,475.00	33,475.00	
						Final Budget Totals		\$36,175.00	
100-52-02-53 03	Op Exp Worker's Compensation Insurance	7,785.48	13,207.92	8,210.84	7,218.57	8,517.00	7,759.00	15,012.00	15,012.00
100-52-02-53 07	Op Exp Other Benefits	701.00	690.71	1,084.63	1,368.70	1,500.00	1,500.00	2,350.00	2,350.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					1.0000	350.00	350.00	
						Final Budget Totals		\$2,350.00	
100-52-02-53 28	Op Exp Fire Prevention	520.73	352.30	999.03	1,036.60	2,500.00	2,500.00	2,750.00	2,750.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	1,250.00	1,250.00	
						Final Budget Totals		\$2,750.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund	100 - GF								
Department	52 - Fire Protection								
Division	02 - Administration								
	<i>Operating Expenses Totals</i>	\$60,039.64	\$67,322.76	\$65,325.36	\$65,985.12	\$77,557.00	\$74,978.00	\$99,860.00	\$87,614.00
Division	02 - Administration Totals	\$667,775.35	\$688,812.19	\$603,038.82	\$671,239.58	\$764,722.00	\$773,911.00	\$649,434.00	\$719,666.00
Department	52 - Fire Protection Totals	\$667,775.35	\$688,812.19	\$603,038.82	\$671,239.58	\$764,722.00	\$773,911.00	\$649,434.00	\$719,666.00
Fund	100 - GF Totals	\$667,775.35	\$688,812.19	\$603,038.82	\$671,239.58	\$764,722.00	\$773,911.00	\$649,434.00	\$719,666.00
	Net Grand Totals	\$667,775.35	\$688,812.19	\$603,038.82	\$671,239.58	\$764,722.00	\$773,911.00	\$649,434.00	\$719,666.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Fire Protection
Division: Operations**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • FD staff participated with Caterpillar and their Contractors in a “Safety Day” at their Training Center 	Think Communication & Partnerships. Think Collaboration.
<ul style="list-style-type: none"> • CFD hosted a NC OSFM Technical Rescuer (TR) Water Rescue certification course. 13 CFD staff completed the certification. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Part time Firefighter Jamie Hill retired with 28 CFD. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • CFD is now responding to portions of Riverwood Athletic Club that is within our 5-mile area. 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • The FD took the opportunity to collaborate with other TOC Departments during the Easter Holiday. The 2020 Easter Bunny Tour was a positive and successful event for the Town of Clayton/Claytex response district. 	Think Communication & Partnerships. Think Collaboration.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	<ul style="list-style-type: none"> • OSFM Delivery Agency Status 	minimal	Think Communication & Partnerships. Think Collaboration.
Program or Service Change	<ul style="list-style-type: none"> • Water Rescue Credential Process with NCEM 	minimal	Think Communication & Partnerships. Think Collaboration.

Performance Measures

Mission Statement: Providing Prompt Professional Services with Pride. Everyone Goes Home

Goal: Provide Timely Response

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Maintain turnout time of 1 ½ minutes to calls 90% of the time	90%	72%	81%
• Maintain travel time of 6 minutes to lights/sirens mode 90% of the time *Note: 2018-2019 data skewed from July 1 – Dec 17, 2018 due to RMS change to ER	90%	*82%	80%

Goal: Maintain Proper Staffing Levels for Superior Service

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Maintain regular staffing 90% of the time **Note: Unknown staffing tracking due to difference in identified staffing levels and RMS change to ER	90%	**Unk	85%

Goal: Call Ratio of Fire/EMS Incidents

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Communicate effectively to Council, Managers, and the public the call ratio between Fire and EMS incidents	Fire: 40% EMS: 60%	Fire: 40% EMS: 60%	Fire: 44% EMS: 56%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Personnel - Salaries									
100-52-40-50 00	Salaries Full-time	583,402.33	740,516.90	1,102,543.00	1,231,669.62	1,306,023.00	1,458,083.00	1,859,750.00	1,859,750.00
100-52-40-50 02	Salaries Part-time	391,597.12	359,738.43	351,189.73	369,981.74	346,385.00	224,057.00	58,069.00	58,069.00
100-52-40-50 04	Salaries Overtime	44,382.27	57,335.49	57,483.26	47,276.33	54,221.00	59,100.00	105,794.00	105,794.00
100-52-40-50 05	Salaries Holiday Pay FT	25,603.96	50,510.63	4,701.38	341.07	.00	.00	.00	.00
100-52-40-50 055	Salaries Holiday Pay PT	20,851.36	3,973.19	19,090.93	21,058.82	15,941.00	3,696.00	.00	.00
100-52-40-50 50	Salaries Cashout	.00	.00	3,058.00	3,336.00	3,197.00	3,336.00	3,336.00	3,336.00
	<i>Personnel - Salaries Totals</i>	\$1,065,837.04	\$1,212,074.64	\$1,538,066.30	\$1,673,663.58	\$1,725,767.00	\$1,748,272.00	\$2,026,949.00	\$2,026,949.00
Personnel - Benefits									
100-52-40-51 00	Benefits Longevity	7,500.00	8,050.00	11,950.00	14,400.00	15,050.00	12,500.00	15,950.00	15,950.00
100-52-40-51 10	Benefits FICA	79,125.69	89,173.70	112,415.08	124,714.40	124,852.00	134,701.00	156,286.00	156,286.00
100-52-40-51 11	Benefits Group Insurance - Health	95,837.60	111,347.41	116,380.72	148,594.35	151,261.00	190,260.00	265,664.00	265,664.00
100-52-40-51 15	Benefits Life Insurance	3,450.16	4,241.99	6,256.59	4,815.70	3,604.00	3,251.00	9,307.00	9,307.00
100-52-40-51 20	Benefits Retirement - General Employees	43,666.76	60,366.01	88,345.34	100,197.37	118,136.00	137,021.00	191,539.00	191,418.00
100-52-40-51 30	Benefits 401K - General Employees	26,005.20	33,243.90	47,159.74	51,824.04	53,073.00	61,312.00	75,663.00	75,663.00
	<i>Personnel - Benefits Totals</i>	\$255,585.41	\$306,423.01	\$382,507.47	\$444,545.86	\$465,976.00	\$539,045.00	\$714,409.00	\$714,288.00
Contractual Services									
100-52-40-56 00	Cont Serv Professional Services	.00	14,000.00	.00	3,716.55	12,220.00	12,220.00	35,050.00	25,050.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	Envirosafe	80.0000	125.00	10,000.00
Final Budget	Fire Accreditation Technical Advisory Program	1.0000	2,500.00	2,500.00
Final Budget	Patsy Trubow- AFG Grant Request 2% of Award	1.0000	2,550.00	2,550.00
Final Budget	Patsy Trubow- SAFER Grant payment 2 of 4	1.0000	10,000.00	10,000.00
Final Budget	Training Center Contract Work	1.0000	10,000.00	10,000.00
Final Budget	Training Center Contract Work - DEFER	1.0000	(10,000.00)	(10,000.00)
Final Budget Totals				\$25,050.00

100-52-40-56 10	Cont Serv Contracts and Agreements	10,172.79	9,256.25	10,651.00	12,341.05	20,232.00	19,865.00	.00	.00
100-52-40-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	28,551.00	28,551.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	575Air Breathing Air Unit Service Agreement	1.0000	550.00	550.00
Final Budget	Battalion 3 Software	1.0000	4,140.00	4,140.00
Final Budget	BFPE Hydrostatic Testing SCBA Bottles Service Agreement	15.0000	30.00	450.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	52 - Fire Protection								
Division	40 - Operations								
<i>Contractual Services</i>									
Final Budget	CII Radio Maintenance Agreement					12.0000	615.00	7,380.00	
Final Budget	Fire Pump Testing Service Agreement					5.0000	200.00	1,000.00	
Final Budget	Hose Testing Service Agreement					15,900.0000	.32	5,088.00	
Final Budget	Johnson Controls Fire Alarm Monitoring/Service					1.0000	1,900.00	1,900.00	
Final Budget	Ladder Testing Service Agreement					365.0000	1.80	657.00	
Final Budget	OHD Fit Testing Calibration/Service					1.0000	915.00	915.00	
Final Budget	PSTrax PPE Module					1.0000	696.00	696.00	
Final Budget	PSTrax SCBA Module					1.0000	550.00	550.00	
Final Budget	PSTrax Vehicle and Station Module					1.0000	1,755.00	1,755.00	
Final Budget	PT Equipment PMA Service					2.0000	265.00	530.00	
Final Budget	SCBA Air Quality Testing (OSHA)					4.0000	97.50	390.00	
Final Budget	SCBA Service/Maintenance Contract					30.0000	45.00	1,350.00	
Final Budget	TNT Rescue Maintenance Agreement					1.0000	1,200.00	1,200.00	
							Final Budget Totals	\$28,551.00	
<i>Contractual Services Totals</i>		\$10,172.79	\$23,256.25	\$10,651.00	\$16,057.60	\$32,452.00	\$32,085.00	\$63,601.00	\$53,601.00
<i>Operating Expenses</i>									
100-52-40-52 16	Op Exp Telephone Exp - Mobile	3,648.96	2,581.74	2,942.16	3,170.40	2,786.00	2,786.00	2,904.00	2,904.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	AC Battallion Chief					12.0000	38.01	456.00	
Final Budget	AC Engine 1					12.0000	38.01	456.00	
Final Budget	AC Engine 4					12.0000	38.01	456.00	
Final Budget	AC Rescue 1					12.0000	38.01	456.00	
Final Budget	MP Battallion Chief					12.0000	45.00	540.00	
Final Budget	Station 2 Router					12.0000	45.00	540.00	
							Final Budget Totals	\$2,904.00	
100-52-40-52 26	Op Exp Professional Development	80.00	537.69	167.00	.00	845.00	845.00	36,896.00	.00
100-52-40-52 27	Op Exp Local Mileage	6,000.00	(400.00)	.00	.00	.00	.00	.00	.00
100-52-40-52 35	Op Exp Maint and Repair - Equipment	11,790.60	10,988.51	14,100.54	11,958.81	11,440.00	11,440.00	12,440.00	12,440.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	AED Adult Pad Replacements Engines/Town Center					15.0000	60.00	900.00	
Final Budget	Battery Operated Tool Repair					1.0000	450.00	450.00	
Final Budget	Contingency Equipment Repairs					1.0000	2,000.00	2,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Operating Expenses									
100-52-40-52 61	Op Exp Uniform Cleaning	.00	56.34	.00	332.91	250.00	250.00	250.00	250.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Uniform Cleaning, Honor Guard, Class A				1.0000	250.00	250.00		
								Final Budget Totals	\$250.00
100-52-40-52 62	Op Exp Dues and Subscriptions	.00	.00	39.96	.00	.00	.00	.00	.00
100-52-40-52 70	Op Exp Safety	19,556.00	17,393.00	13,490.00	13,713.00	11,200.00	12,351.00	13,928.00	13,928.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Annual Medical Physicals				46.0000	300.00	13,800.00		
Final Budget	Class B License Renewal Driver Requirement Program				4.0000	32.00	128.00		
								Final Budget Totals	\$13,928.00
100-52-40-52 71	Op Exp Protective Clothing	51,063.54	53,956.71	50,066.57	50,869.07	56,288.00	56,288.00	58,488.00	58,488.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Accountability Tags				100.0000	3.00	300.00		
Final Budget	Firefighter Gloves				40.0000	80.00	3,200.00		
Final Budget	Globe Leather Fire Boots				12.0000	400.00	4,800.00		
Final Budget	Nomex Hoods				40.0000	80.00	3,200.00		
Final Budget	Protective Vest				4.0000	750.00	3,000.00		
Final Budget	Replacement Leather Helmet Shields				20.0000	70.00	1,400.00		
Final Budget	Rescue/Extracation Gloves				24.0000	43.00	1,032.00		
Final Budget	Rescue/Extracation Goggles				10.0000	48.00	480.00		
Final Budget	Rope Gloves				12.0000	33.00	396.00		
Final Budget	SCBA Eyeglass Kits				1.0000	110.00	110.00		
Final Budget	SCBA Mask Bags				15.0000	23.00	345.00		
Final Budget	Scott AV3000 SCBA Masks				18.0000	300.00	5,400.00		
Final Budget	TIC Mask				3.0000	1,450.00	4,350.00		
Final Budget	Traditional Fire Helmets /Visor				7.0000	285.00	1,995.00		
Final Budget	Traffic Vest				16.0000	25.00	400.00		
Final Budget	Turnout Coat/Pants w/ Name				12.0000	2,340.00	28,080.00		
								Final Budget Totals	\$58,488.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Operating Expenses									
100-52-40-52 72	Op Exp Uniform Purchase	15,992.93	15,741.76	13,923.69	15,341.26	21,450.00	21,450.00	31,450.00	31,450.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Class A Set					8.0000	625.00	5,000.00	
Final Budget	Full Time (Annual Allowance)					40.0000	600.00	24,000.00	
Final Budget	Part Time (Annual Allowance)					6.0000	200.00	1,200.00	
Final Budget	Uniform Alternations/Insignia					1.0000	1,250.00	1,250.00	
								Final Budget Totals	\$31,450.00
100-52-40-52 85	Op Exp Departmental Supplies	12,570.21	14,515.16	12,105.15	12,649.10	13,830.00	13,830.00	16,080.00	16,975.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Accountability Supplies					1.0000	200.00	200.00	
Final Budget	Acetelene/Oxygen Cylinder Exchange					8.0000	60.00	480.00	
Final Budget	AFFF Foam/5 Gallon Bucket					3.0000	155.00	465.00	
Final Budget	American Flags					8.0000	45.00	360.00	
Final Budget	Batteries (Radio, Pagers, MCT, Misc. AAA, AA, 9V,C, D)					1.0000	3,000.00	3,000.00	
Final Budget	Cleaning Supplies for Buildings & Vehicles					1.0000	1,800.00	1,800.00	
Final Budget	Contingency Supplies					1.0000	100.00	100.00	
Final Budget	Diesel Fuel foe Live Fire Training					150.0000	2.50	375.00	
Final Budget	Fire Hydrant Maintenance Program Supplies/Materials					1.0000	1,000.00	1,000.00	
Final Budget	Hazard Materials Absorbant (Oil Dryer)					1.0000	500.00	500.00	
Final Budget	History Project Supplies/Departmental Photos					1.0000	1,000.00	1,000.00	
Final Budget	Ink Cartridges for Faxes & Printers					1.0000	700.00	700.00	
Final Budget	LP Gas for Live Fire Training					100.0000	1.20	120.00	
Final Budget	MCT Replacement AC/DC Adapters & Cords					4.0000	125.00	500.00	
Final Budget	Rehab Supplies for Training & Incidents (Bottle Water/Snacks)					1.0000	1,500.00	1,500.00	
Final Budget	Scene/Barricade Tape					1.0000	225.00	225.00	
Final Budget	Straw for Live Fire Training					100.0000	4.00	400.00	
Final Budget	Supplies for Medical Bags					4.0000	500.00	2,000.00	
Final Budget	TOC EOC					3.0000	750.00	2,250.00	
								Final Budget Totals	\$16,975.00
100-52-40-53 03	Op Exp Worker's Compensation Insurance	30,146.94	42,836.76	43,740.44	36,605.49	42,939.00	35,644.00	82,775.00	82,775.00
<i>Operating Expenses Totals</i>		\$254,144.42	\$248,331.96	\$243,387.24	\$243,472.41	\$290,753.00	\$289,609.00	\$388,981.00	\$352,980.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Miscellaneous									
100-52-40-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(53,775.00)	(53,775.00)
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$53,775.00)	(\$53,775.00)
Sub Department 30 - Station One									
Contractual Services									
100-52-40-30-56 10	Cont Serv Contracts and Agreements	1,039.82	1,318.30	2,252.30	656.18	2,525.00	2,525.00	2,785.00	2,785.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	1,800.00		1,800.00
	Final Budget					4.0000	65.00		260.00
	Final Budget					1.0000	200.00		200.00
	Final Budget					1.0000	525.00		525.00
									<u>Final Budget Totals</u>
									\$2,785.00
100-52-40-30-56 70	Cont Serv Contract Services - Grounds	8,034.00	6,884.00	.00	.00	.00	.00	.00	.00
	<i>Contractual Services Totals</i>	\$9,073.82	\$8,202.30	\$2,252.30	\$656.18	\$2,525.00	\$2,525.00	\$2,785.00	\$2,785.00
Operating Expenses									
100-52-40-30-52 10	Op Exp Utility Exp - Town Electricity	8,266.13	8,977.69	9,338.55	10,223.16	10,800.00	9,900.00	12,600.00	12,600.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	1,050.00		12,600.00
									<u>Final Budget Totals</u>
									\$12,600.00
100-52-40-30-52 11	Op Exp Utility Exp - Town W/S	1,897.99	2,074.08	1,840.94	2,040.50	3,800.00	2,100.00	4,020.00	4,020.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	335.00		4,020.00
									<u>Final Budget Totals</u>
									\$4,020.00
100-52-40-30-52 12	Op Exp Utility Exp - Other	2,795.66	3,084.45	4,030.02	3,835.84	3,600.00	3,600.00	3,300.00	3,900.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	325.00		3,900.00
									<u>Final Budget Totals</u>
									\$3,900.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **52 - Fire Protection**
 Division **40 - Operations**
 Sub Department **30 - Station One**
Operating Expenses

100-52-40-30-52 37	Op Exp Maint and Repair - Buildings	8,985.19	31,822.60	6,257.08	8,845.95	32,255.00	35,690.00	34,155.00	34,155.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Building Caulking Repair/Replacement (TOC PM)			1.0000	700.00	700.00			
Final Budget	Carpet Cleaning (TOC PM)			1.0000	200.00	200.00			
Final Budget	Carpet Tile Replacement-Training Room			1.0000	4,510.00	4,510.00			
Final Budget	Contingency			1.0000	1,000.00	1,000.00			
Final Budget	Furniture/Lockers and Cabinet Replacement			1.0000	5,000.00	5,000.00			
Final Budget	Grease Trap Maintenance			2.0000	125.00	250.00			
Final Budget	HVAC Maintenance & Repair			2.0000	8,000.00	16,000.00			
Final Budget	LED Lighting Replacement			1.0000	1,500.00	1,500.00			
Final Budget	Oil Water Separator Maintenance			1.0000	695.00	695.00			
Final Budget	Paint Training Room (TOC PM)			1.0000	500.00	500.00			
Final Budget	Painting Exterior Doors and Trim (TOC PM)			1.0000	3,000.00	3,000.00			
Final Budget	Power Wash Exterior of Building			1.0000	800.00	800.00			
Final Budget Totals								\$34,155.00	

100-52-40-30-52 38	Op Exp Maint and Repair - Grounds	713.50	.00	2,845.44	460.55	2,500.00	2,500.00	3,000.00	3,000.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Fertilizer, chemicals, mulch, etc			1.0000	2,500.00	2,500.00			
Final Budget	Parking Lots Sealing (TOC PW Streets)			1.0000	500.00	500.00			
Final Budget Totals								\$3,000.00	

<i>Operating Expenses Totals</i>		\$22,658.47	\$45,958.82	\$24,312.03	\$25,406.00	\$52,955.00	\$53,790.00	\$57,075.00	\$57,675.00
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Sub Department 30 - Station One Totals		\$31,732.29	\$54,161.12	\$26,564.33	\$26,062.18	\$55,480.00	\$56,315.00	\$59,860.00	\$60,460.00
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Sub Department **31 - Station Two**

Contractual Services

100-52-40-31-56 10	Cont Serv Contracts and Agreements	740.10	749.04	1,199.04	711.17	1,500.00	1,525.00	1,785.00	1,785.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Bay Door Service Agreement			1.0000	800.00	800.00		
Final Budget	Bug Out Pest Control Bed Bug Inspection			4.0000	65.00	260.00		
Final Budget	Bug Out Pest Control Service Agreement			1.0000	200.00	200.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Sub Department 31 - Station Two									
Contractual Services									
	Final Budget					1.0000	525.00	525.00	
	Gregory Poole Generator Service Agreement								
	Final Budget Totals							\$1,785.00	
100-52-40-31-56 70	Cont Serv Contract Services - Grounds	9,010.00	7,400.00	.00	.00	.00	.00	.00	.00
	Contractual Services Totals	\$9,750.10	\$8,149.04	\$1,199.04	\$711.17	\$1,500.00	\$1,525.00	\$1,785.00	\$1,785.00
Operating Expenses									
100-52-40-31-52 10	Op Exp Utility Exp - Town Electricity	5,801.87	5,803.67	5,757.33	6,515.81	6,700.00	6,300.00	7,200.00	7,200.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	600.00	7,200.00	
	Station 2 Electric and Area Lights								
	Final Budget Totals							\$7,200.00	
100-52-40-31-52 11	Op Exp Utility Exp - Town W/S	677.56	633.11	805.34	1,205.05	3,000.00	1,200.00	3,900.00	3,900.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	325.00	3,900.00	
	Station 2 Water								
	Final Budget Totals							\$3,900.00	
100-52-40-31-52 12	Op Exp Utility Exp - Other	1,332.19	1,361.53	1,894.11	1,157.76	1,500.00	1,560.00	1,440.00	1,500.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	125.00	1,500.00	
	Station 2 Natural gas								
	Final Budget Totals							\$1,500.00	
100-52-40-31-52 37	Op Exp Maint and Repair - Buildings	6,767.04	10,165.60	3,904.05	5,739.21	8,000.00	8,490.00	22,785.00	22,785.00
Budget Transactions									
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	700.00	700.00	
	Building Caulking & Sealants (TOC PM)								
	Final Budget					1.0000	500.00	500.00	
	Contingency Repairs								
	Final Budget					1.0000	11,500.00	11,500.00	
	Floor Covering Replacement								
	Final Budget					1.0000	1,500.00	1,500.00	
	Furniture Replacement								
	Final Budget					2.0000	110.00	220.00	
	Grease Trap Maintenance								
	Final Budget					1.0000	1,000.00	1,000.00	
	HVAC Maintenance & Repair								
	Final Budget					1.0000	1,000.00	1,000.00	
	LED Lighting Replacement								



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 40 - Operations									
Sub Department 31 - Station Two									
Operating Expenses									
Final Budget	Oil Water Separator Maintenance					1.0000	690.00	690.00	
Final Budget	Painting Apparatus Bays					1.0000	3,825.00	3,825.00	
Final Budget	Painting Rooms (TOC PM)					4.0000	350.00	1,400.00	
Final Budget	Power Washing Exterior Building					1.0000	450.00	450.00	
	Final Budget Totals							\$22,785.00	
100-52-40-31-52 38	Op Exp Maint and Repair - Grounds	4,180.77	.00	1,682.38	2,815.94	1,260.00	3,060.00	3,560.00	3,560.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fertilizer, chemicals, mulch, etc					1.0000	2,500.00	2,500.00	
Final Budget	Gravel Pad For Training Area					2.0000	280.00	560.00	
Final Budget	Sealing/Stripping Parking Lot (TOC PW Streets)					1.0000	500.00	500.00	
	Final Budget Totals							\$3,560.00	
Operating Expenses Totals		\$18,759.43	\$17,963.91	\$14,043.21	\$17,433.77	\$20,460.00	\$20,610.00	\$38,885.00	\$38,945.00
Sub Department 31 - Station Two Totals		\$28,509.53	\$26,112.95	\$15,242.25	\$18,144.94	\$21,960.00	\$22,135.00	\$40,670.00	\$40,730.00
Division 40 - Operations Totals		\$1,645,981.48	\$1,870,359.93	\$2,216,418.59	\$2,421,946.57	\$2,592,388.00	\$2,687,461.00	\$3,240,695.00	\$3,195,233.00
Department 52 - Fire Protection Totals		\$1,645,981.48	\$1,870,359.93	\$2,216,418.59	\$2,421,946.57	\$2,592,388.00	\$2,687,461.00	\$3,240,695.00	\$3,195,233.00
Fund 100 - GF Totals		\$1,645,981.48	\$1,870,359.93	\$2,216,418.59	\$2,421,946.57	\$2,592,388.00	\$2,687,461.00	\$3,240,695.00	\$3,195,233.00
Net Grand Totals		\$1,645,981.48	\$1,870,359.93	\$2,216,418.59	\$2,421,946.57	\$2,592,388.00	\$2,687,461.00	\$3,240,695.00	\$3,195,233.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Fire Department
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 95 - Capital Outlay									
Capital Outlay									
100-52-95-58 01	Cap Out Construction	.00	.00	.00	.00	.00	.00	71,000.00	.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Finish Lower Parking Lot - DEFER					1.0000	(21,000.00)	(21,000.00)	
Final Budget	Finish Lower Parking Lot @ Station 1					1.0000	21,000.00	21,000.00	
Final Budget	Waterline Replacement/Upgrade Fire Rescue - DEFER					1.0000	(50,000.00)	(50,000.00)	
Final Budget	Waterline Replacement/Upgrade Fire Rescue/Ellington per (PW WS)					1.0000	50,000.00	50,000.00	
Final Budget Totals								\$0.00	
100-52-95-58 20	Cap Out Buiding Improvements	.00	.00	.00	.00	.00	.00	154,950.00	144,950.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	GRANT- Vehicle Exhaust System (Station 2 Bays)					1.0000	59,950.00	59,950.00	
Final Budget	GRANT-Vehicle Exhaust System (Station 1 Bays)					1.0000	67,500.00	67,500.00	
Final Budget	Patio Awning (Station 1 and 2) - CUT					2.0000	(5,000.00)	(10,000.00)	
Final Budget	Patio Awning (Station 1)					1.0000	5,000.00	5,000.00	
Final Budget	Patio Awning (Station 2)					1.0000	5,000.00	5,000.00	
Final Budget	Replace stoves and install hood system-Station 1					1.0000	17,500.00	17,500.00	
Final Budget Totals								\$144,950.00	
100-52-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	56,700.00	61,800.00	181,000.00	181,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Replacement # 1191 Ford F250 Truck Gas Rank 14 of 17					1.0000	57,000.00	57,000.00	
Final Budget	Replacement #1 Tahoe Rank 9 of 17					1.0000	62,000.00	62,000.00	
Final Budget	Replacement #1004 Tahoe Rank 13 of 17					1.0000	62,000.00	62,000.00	
Final Budget Totals								\$181,000.00	
100-52-95-58 48	Cap Out Heavy Equipment/Heavy Vehicles	.00	.00	.00	.00	.00	75,000.00	125,000.00	125,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Ladder Reserve Funds					1.0000	125,000.00	125,000.00	
Final Budget Totals								\$125,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 52 - Fire Protection									
Division 95 - Capital Outlay									
Capital Outlay									
100-52-95-58 50	Cap Out Capital Outlay	347,157.81	593,636.00	16,677.45	589,207.00	149,554.00	153,300.00	50,750.00	50,750.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Bullard Thermal Imaging Camera/Bundle - Replace					1.0000	6,250.00	6,250.00	
Final Budget	Rescue Jack Kit					1.0000	12,000.00	12,000.00	
Final Budget	Scott X3 Pro 4.5 SCBA/Bottles					4.0000	8,125.00	32,500.00	
							Final Budget Totals	\$50,750.00	
	<i>Capital Outlay Totals</i>	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
Division 95 - Capital Outlay	Totals	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
Department 52 - Fire Protection	Totals	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
Fund 100 - GF	Totals	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00
	Net Grand Totals	\$347,157.81	\$593,636.00	\$16,677.45	\$589,207.00	\$206,254.00	\$290,100.00	\$582,700.00	\$501,700.00

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**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Public Services
Division:**

Public Services Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$1,553,712.05	\$1,558,446.93	\$1,805,102.06	\$2,247,004.67	\$2,226,181.00	\$2,539,874.00	\$2,510,130.00	\$2,574,586.00
Benefits - Personnel - Benefits	\$551,305.96	\$556,569.71	\$570,568.50	\$772,844.43	\$792,664.00	\$897,121.00	\$918,114.00	\$952,908.00
Contract Serv - Contractual Services	\$299,712.92	\$295,574.92	\$252,788.17	\$321,862.69	\$583,265.00	\$584,184.00	\$594,162.00	\$634,274.00
Op Exp - Operating Expenses	\$2,069,487.42	\$1,944,716.80	\$2,044,378.00	\$2,528,733.21	\$2,926,834.00	\$2,875,353.00	\$3,640,021.00	\$3,269,475.00
Debt Service - Debt Service	\$195,312.50	\$191,562.50	\$187,734.37	\$183,437.50	\$178,594.00	\$178,594.00	\$173,594.00	\$173,594.00
Cap Outlay - Capital Outlay	\$1,071,302.28	\$748,923.58	\$326,497.21	\$1,421,301.28	\$2,714,000.00	\$2,850,014.00	\$3,789,001.00	\$2,230,500.00
Misc - Miscellaneous	(\$728,132.76)	(\$727,021.92)	(\$653,291.04)	(\$855,198.00)	(\$405,768.00)	(\$405,768.00)	(\$566,657.00)	(\$566,657.00)
Fund Total: GF	(\$5,012,700.37)	(\$4,568,772.52)	(\$4,533,777.27)	(\$6,619,985.78)	(\$9,015,770.00)	(\$9,519,372.00)	(\$11,058,365.00)	(\$9,268,680.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$5,012,700.37	\$4,568,772.52	\$4,533,777.27	\$6,619,985.78	\$9,015,770.00	\$9,519,372.00	\$11,058,365.00	\$9,268,680.00
Net Grand Totals:	(\$5,012,700.37)	(\$4,568,772.52)	(\$4,533,777.27)	(\$6,619,985.78)	(\$9,015,770.00)	(\$9,519,372.00)	(\$11,058,365.00)	(\$9,268,680.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
•Completed start-up of the new Wastewater Pre-treatment plant	Think Economic Development. Think Prosperity
•Selected the Design and Project Management Team for the new Wastewater Reclamation Facility	Think Growth. Think Balance
•Successfully completed FEMA reimbursements associated with Hurricane Florence	Think Safe, Clean, Engaged. Think Community
•Kicked-off the ADA Transition Plan assessment and completed ADA Ramp improvements at 40 intersections with NCDOT	Think Safe, Clean, Engaged. Think Community
•Completed \$1.3M self-managed Road Rehabilitation Program	Think Growth. Think Balance
• Prepared a Preliminary Sidewalk Master Plan	Think Growth. Think Balance
• Hired Engineer to Design Sidewalk on Main Street from Second Street to Hwy 70 Business	Think Safe, Clean, Engaged. Think Community
• Completed 2019 Pavement Condition Survey for Roads	Think Town Finances. Think Responsibility.
• Managing the Operations Center Needs and Master Plan Study	Think Growth. Think Balance



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-55-02-50 00	Salaries Full-time	256,249.49	264,888.22	277,924.46	338,596.62	378,133.00	382,919.00	388,366.00	388,366.00
100-55-02-50 02	Salaries Part-time	1,401.42	1,913.97	2,165.13	11,015.19	9,359.00	13,313.00	12,506.00	12,506.00
100-55-02-50 04	Salaries Overtime	264.45	.00	.00	554.04	491.00	.00	1,000.00	1,000.00
<i>Personnel - Salaries Totals</i>		\$257,915.36	\$266,802.19	\$280,089.59	\$350,165.85	\$387,983.00	\$396,232.00	\$401,872.00	\$401,872.00
<i>Personnel - Benefits</i>									
100-55-02-51 00	Benefits Longevity	2,900.00	3,300.00	3,700.00	4,000.00	2,600.00	2,600.00	3,100.00	3,100.00
100-55-02-51 10	Benefits FICA	18,829.19	20,179.72	21,227.25	25,909.12	29,223.00	30,510.00	30,980.00	30,980.00
100-55-02-51 11	Benefits Group Insurance - Health	22,763.20	20,644.67	14,522.47	27,558.81	30,678.00	32,133.00	32,458.00	32,458.00
100-55-02-51 15	Benefits Life Insurance	1,509.70	1,480.78	1,589.15	1,388.32	1,235.00	1,407.00	1,873.00	1,873.00
100-55-02-51 20	Benefits Retirement - General Employees	17,402.01	19,402.19	21,024.57	26,572.01	34,049.00	34,592.00	39,715.00	39,715.00
100-55-02-51 30	Benefits 401K - General Employees	10,261.82	10,667.81	11,264.84	13,725.97	15,237.00	15,421.00	15,699.00	15,699.00
<i>Personnel - Benefits Totals</i>		\$73,665.92	\$75,675.17	\$73,328.28	\$99,154.23	\$113,022.00	\$116,663.00	\$123,825.00	\$123,825.00
<i>Contractual Services</i>									
100-55-02-56 00	Cont Serv Professional Services	.00	2,220.00	.00	.00	10,000.00	10,000.00	10,000.00	10,000.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	Unexpected/misc services		1.0000	10,000.00	10,000.00	
					Final Budget Totals	\$10,000.00

100-55-02-56 10	Cont Serv Contracts and Agreements	4,396.00	2,296.00	1,819.00	1,819.00	1,820.00	1,820.00	.00	.00
100-55-02-56 11	Cont Serv Contract Services	4,450.72	4,923.86	4,334.06	1,570.08	1,620.00	1,620.00	3,620.00	3,620.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	NC One Call (50%/50% with Elec Dept)		12.0000	135.00	1,620.00	
Final Budget	Pontem Cemetery Software - Annual Support		1.0000	1,150.00	1,150.00	
Final Budget	Pontem Cemetery Software - Online Burial Search		1.0000	850.00	850.00	
					Final Budget Totals	\$3,620.00

100-55-02-56 40	Cont Serv Pre-employment Screening	132.00	284.00	165.00	33.00	300.00	300.00	300.00	300.00
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Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	New Hires		4.0000	75.00	300.00	
					Final Budget Totals	\$300.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Contractual Services									
100-55-02-56 50	Cont Serv Equipment Rental	3,057.64	1,874.51	1,032.16	1,336.00	2,635.00	2,635.00	2,635.00	2,635.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	HP Plotter 1/3 Share (PW, WS, EL)				12.0000	128.00	1,536.00		
Final Budget	Konica Minolta 308				12.0000	91.55	1,099.00		
							Final Budget Totals	\$2,635.00	
100-55-02-56 51	Cont Serv Uniform Rental	884.96	811.72	645.29	456.43	442.00	442.00	650.00	650.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	Uniform rental-Blasko				52.0000	8.50	442.00		
Final Budget	Uniform rental-BM				52.0000	2.00	104.00		
Final Budget	Uniform Rental-RDC				52.0000	2.00	104.00		
							Final Budget Totals	\$650.00	
<i>Contractual Services Totals</i>		\$12,921.32	\$12,410.09	\$7,995.51	\$5,214.51	\$16,817.00	\$16,817.00	\$17,205.00	\$17,205.00
<i>Operating Expenses</i>									
100-55-02-52 00	Op Exp Copy Expense	1,062.83	1,039.16	756.33	671.43	800.00	979.00	1,000.00	1,000.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	Konica Minolta Copy Expense BW				12.0000	31.60	379.00		
Final Budget	Konica Minolta Copy Expense Color				1.0000	621.00	621.00		
							Final Budget Totals	\$1,000.00	
100-55-02-52 01	Op Exp Postage and Shipping Expense	543.78	1.41	739.97	961.36	300.00	300.00	300.00	300.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	Misc Mailing				1.0000	300.00	300.00		
							Final Budget Totals	\$300.00	
100-55-02-52 16	Op Exp Telephone Exp - Mobile	1,271.74	1,273.33	1,275.12	1,514.49	1,902.00	1,902.00	2,076.00	2,076.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	MP Assistant Public Works Director				12.0000	45.00	540.00		
Final Budget	MP Public Works Director				12.0000	45.00	540.00		
Final Budget	MP PW Operations Manager				12.0000	45.00	540.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Operating Expenses									
	Final Budget					12.0000	38.01	456.00	
	NEW - AC PW Operations Manager MIFI								
								Final Budget Totals	\$2,076.00
100-55-02-52 26	Op Exp Professional Development	.00	30.39	.00	125.00	5,250.00	5,250.00	6,500.00	3,250.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					3.0000	1,250.00		3,750.00
	Final Budget					1.0000	(1,750.00)		(1,750.00)
	Final Budget					2.0000	750.00		1,500.00
	Final Budget					2.0000	(750.00)		(1,500.00)
	Final Budget					2.0000	250.00		500.00
	Final Budget					1.0000	750.00		750.00
								Final Budget Totals	\$3,250.00
100-55-02-52 27	Op Exp Local Mileage	412.66	427.02	398.16	396.60	500.00	500.00	500.00	500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	500.00		500.00
								Final Budget Totals	\$500.00
100-55-02-52 35	Op Exp Maint and Repair - Equipment	.00	1,060.50	.00	.00	300.00	300.00	300.00	300.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					3.0000	100.00		300.00
								Final Budget Totals	\$300.00
100-55-02-52 36	Op Exp Maint and Repair - Vehicles	37.45	304.40	45.90	1,024.25	500.00	500.00	500.00	500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	500.00		500.00
								Final Budget Totals	\$500.00
100-55-02-52 37	Op Exp Maint and Repair - Buildings	529.99	217.45	.00	.00	43.00	.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Operating Expenses									
100-55-02-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	.00	150.00	150.00	150.00	150.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	150.00	150.00	
								<u>150.00</u>	
								Final Budget Totals	\$150.00
100-55-02-52 52	Op Exp Fuel	493.19	484.83	463.00	473.76	1,000.00	600.00	1,000.00	1,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					1.0000	500.00	500.00	
								<u>500.00</u>	
								Final Budget Totals	\$1,000.00
100-55-02-52 60	Op Exp Equipment Purchase	4,322.91	2,002.02	40.02	1,430.69	200.00	300.00	900.00	900.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	600.00	600.00	
	Final Budget					1.0000	300.00	300.00	
								<u>300.00</u>	
								Final Budget Totals	\$900.00
100-55-02-52 62	Op Exp Dues and Subscriptions	343.00	260.00	265.00	.00	1,325.00	1,325.00	1,400.00	1,400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					2.0000	200.00	400.00	
								<u>400.00</u>	
								Final Budget Totals	\$1,400.00
100-55-02-52 63	Op Exp Permits and Fees	985.00	860.00	860.00	860.00	860.00	860.00	1,700.00	1,700.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	420.00	840.00	
	Final Budget					1.0000	860.00	860.00	
								<u>860.00</u>	
								Final Budget Totals	\$1,700.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Operating Expenses									
100-55-02-52 70	Op Exp Safety	28.00	.00	.00	109.99	100.00	100.00	150.00	150.00
Budget Transactions									
<i>Level Transaction</i>						<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Safety training 1 each for 2 employees					3.0000	50.00	150.00	
							Final Budget Totals	\$150.00	
100-55-02-52 71	Op Exp Protective Clothing	.00	114.99	.00	162.06	550.00	550.00	650.00	650.00
Budget Transactions									
<i>Level Transaction</i>						<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	PPE 3 employee					3.0000	100.00	300.00	
Final Budget	Safety Boots 2 employee					2.0000	175.00	350.00	
							Final Budget Totals	\$650.00	
100-55-02-52 85	Op Exp Departmental Supplies	3,233.18	4,289.98	3,600.00	4,214.36	3,882.00	3,882.00	4,000.00	4,000.00
Budget Transactions									
<i>Level Transaction</i>						<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	5 yr average expenditure					1.0000	3,750.00	3,750.00	
Final Budget	Share of OPS plotter supplies (ink & paper)					1.0000	250.00	250.00	
							Final Budget Totals	\$4,000.00	
100-55-02-53 03	Op Exp Worker's Compensation Insurance	3,409.48	4,885.92	5,218.48	4,527.99	4,708.00	4,292.00	9,682.00	9,682.00
<i>Operating Expenses Totals</i>		\$16,673.21	\$17,251.40	\$13,661.98	\$16,471.98	\$22,370.00	\$21,790.00	\$30,808.00	\$27,558.00
<i>Miscellaneous</i>									
100-55-02-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(11,247.00)	(11,247.00)	(23,213.00)	(23,213.00)
100-55-02-59 98	Misc Support Services - W/S Fund	(143,176.80)	(157,572.00)	(152,421.00)	(256,194.96)	(96,968.00)	(96,968.00)	(61,408.00)	(61,408.00)
100-55-02-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(13,995.00)	(13,995.00)
100-55-02-59 99	Misc Support Services - Electric Fund	(53,691.30)	(59,088.96)	(57,158.04)	(96,072.96)	(37,469.00)	(37,469.00)	(41,418.00)	(41,418.00)
<i>Miscellaneous Totals</i>		(\$196,868.10)	(\$216,660.96)	(\$209,579.04)	(\$352,267.92)	(\$145,684.00)	(\$145,684.00)	(\$140,034.00)	(\$140,034.00)
Sub Department 20 - Operations Center									
<i>Contractual Services</i>									
100-55-02-20-56 00	Cont Serv Professional Services	.00	.00	.00	.00	40,000.00	40,000.00	25,000.00	25,000.00
100-55-02-20-56 10	Cont Serv Contracts and Agreements	5,310.50	4,824.23	4,139.23	3,519.46	14,295.00	14,295.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Sub Department 20 - Operations Center									
Contractual Services									
100-55-02-20-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	48,135.00	63,285.00

Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	ATS annual maintenance				1.0000	350.00	350.00		
Final Budget	Brady System Monitoring - can cut if no security system				12.0000	486.00	5,832.00		
Final Budget	Generator PM svc 2X per year / parts				2.0000	250.00	500.00		
Final Budget	HVAC PM svc 8 units 2X per year				16.0000	90.00	1,440.00		
Final Budget	Johnson Controls/Simplex Fire alarm system PM svc annual				1.0000	2,150.00	2,150.00		
Final Budget	Mats - Main, new, crew, warehouse, fleet bldgs				52.0000	104.00	5,408.00		
Final Budget	Misc Service Needs				1.0000	625.00	625.00		
Final Budget	NC Dept of Labor / Compressor				1.0000	45.00	45.00		
Final Budget	Overhead door PM svc \$30 per door				19.0000	30.00	570.00		
Final Budget	Pest control per month x 3 buildings				12.0000	60.00	720.00		
Final Budget	Public Works Master Plan				1.0000	40,150.00	40,150.00		
Final Budget	Termite contract				1.0000	4,895.00	4,895.00		
Final Budget	Termite inspection contract per year x 3 buildings				3.0000	200.00	600.00		
							Final Budget Totals	\$63,285.00	

<i>Contractual Services Totals</i>		\$5,310.50	\$4,824.23	\$4,139.23	\$3,519.46	\$54,295.00	\$54,295.00	\$73,135.00	\$88,285.00
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Operating Expenses

100-55-02-20-52 10	Op Exp Utility Exp - Town Electricity	20,101.18	18,542.45	19,256.59	20,362.44	20,500.00	20,500.00	21,601.00	20,972.00
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Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	FY 20 plus 3%				1.0000	20,972.00	20,972.00		
							Final Budget Totals	\$20,972.00	

100-55-02-20-52 11	Op Exp Utility Exp - Town W/S	1,978.39	1,975.10	2,219.46	3,163.49	6,300.00	2,700.00	8,142.00	8,142.00
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Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	AVG bill				12.0000	522.00	6,264.00		
Final Budget	Increase 30% per Rich				3.0000	626.00	1,878.00		
							Final Budget Totals	\$8,142.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **02 - Administration**
 Sub Department **20 - Operations Center**
Operating Expenses

100-55-02-20-52 12	Op Exp Utility Exp - Other	4,064.38	4,954.96	6,593.98	5,324.08	5,000.00	5,500.00	5,500.00	5,500.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Level</i>	<i>Transaction</i>			
Final Budget	Natural Gas 5 yr avg	1.0000	5,500.00	5,500.00
Final Budget Totals				\$5,500.00

100-55-02-20-52 37	Op Exp Maint and Repair - Buildings	14,662.85	7,156.39	8,047.99	8,320.16	21,537.00	21,537.00	123,477.00	72,812.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
<i>Level</i>	<i>Transaction</i>			
Final Budget	5 yr avg Undesignated repairs	1.0000	8,725.00	8,725.00
Final Budget	Annual inspection radio tower	1.0000	2,500.00	2,500.00
Final Budget	Brady Access Control Installation	1.0000	48,592.00	48,592.00
Final Budget	Carpet at Training Bldg	1.0000	11,125.00	11,125.00
Final Budget	Carpet at Training Bldg - DEFER	1.0000	(11,125.00)	(11,125.00)
Final Budget	Carpeting @ Main Bldg	1.0000	16,740.00	16,740.00
Final Budget	Carpeting @ Main Bldg - DEFER	1.0000	(16,740.00)	(16,740.00)
Final Budget	Convert to LED - DEFER	120.0000	(80.00)	(9,600.00)
Final Budget	Convert to LED in all buildings at OPS	120.0000	80.00	9,600.00
Final Budget	Deep clean - contractor	1.0000	2,795.00	2,795.00
Final Budget	Fencing around PM tools / supplies / prevent theft	1.0000	4,000.00	4,000.00
Final Budget	Handrail @ loading dock 30 ft / \$50 foot	30.0000	50.00	1,500.00
Final Budget	Net gutters - Main Bldg -DEFER	220.0000	(10.00)	(2,200.00)
Final Budget	New gutters - Main Bldg only 220 ft / \$10 ft	220.0000	10.00	2,200.00
Final Budget	New pesticide doors - per OSHA	1.0000	4,000.00	4,000.00
Final Budget	New shed for radio equipment at tower	1.0000	5,000.00	5,000.00
Final Budget	New shed for radio equipment at tower - CUT	1.0000	(5,000.00)	(5,000.00)
Final Budget	Replacement Fire Extinguisher	1.0000	100.00	100.00
Final Budget	Water fountain - bottle filler	2.0000	1,500.00	3,000.00
Final Budget	Water fountain - bottle filler - DEFER	2.0000	(1,500.00)	(3,000.00)
Final Budget	Window washing	1.0000	600.00	600.00
Final Budget Totals				\$72,812.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 02 - Administration									
Sub Department 20 - Operations Center									
Operating Expenses									
100-55-02-20-52 38	Op Exp Maint and Repair - Grounds	197.88	.00	480.00	295.00	500.00	500.00	27,325.00	3,825.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Beautification - remove trees, etc - DEFER					1.0000	(11,500.00)	(11,500.00)	
Final Budget	Beautification - remove trees, SOD, mulch, shrubs, grass					1.0000	11,500.00	11,500.00	
Final Budget	Misc. repairs - tree on fence, bldgs, storm damage					1.0000	1,000.00	1,000.00	
Final Budget	Mulch, shrubs, grass seed, trees, etc					1.0000	825.00	825.00	
Final Budget	Sidewalk at front of building - HD ramps					1.0000	12,000.00	12,000.00	
Final Budget	Sidewalk at front of building - HD ramps - DEFER					1.0000	(12,000.00)	(12,000.00)	
Final Budget	Stone for HWY 42 entrance					1.0000	2,000.00	2,000.00	
							Final Budget Totals	\$3,825.00	
100-55-02-20-53 99	Op Exp Miscellaneous Expense	840.00	840.00	840.00	840.00	840.00	840.00	.00	840.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	UST annual permit renewal per tank					2.0000	420.00	840.00	
							Final Budget Totals	\$840.00	
<i>Operating Expenses Totals</i>		\$41,844.68	\$33,468.90	\$37,438.02	\$38,305.17	\$54,677.00	\$51,577.00	\$186,045.00	\$112,091.00
<i>Capital Outlay</i>									
100-55-02-20-58 20	Cap Out Buiding Improvements	15,111.45	71,867.10	.00	.00	40,000.00	40,000.00	.00	.00
<i>Capital Outlay Totals</i>		\$15,111.45	\$71,867.10	\$0.00	\$0.00	\$40,000.00	\$40,000.00	\$0.00	\$0.00
<i>Miscellaneous</i>									
100-55-02-20-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(2,975.00)	(2,975.00)	.00	.00
100-55-02-20-59 98	Misc Support Services - W/S Fund	(89,024.95)	(74,568.96)	(24,392.04)	.00	(25,648.00)	(25,648.00)	.00	.00
100-55-02-20-59 99	Misc Support Services - Electric Fund	(76,307.10)	(63,917.04)	(20,907.00)	.00	(9,911.00)	(9,911.00)	.00	.00
<i>Miscellaneous Totals</i>		(\$165,332.05)	(\$138,486.00)	(\$45,299.04)	\$0.00	(\$38,534.00)	(\$38,534.00)	\$0.00	\$0.00
Sub Department 20 - Operations Center Totals		(\$103,065.42)	(\$28,325.77)	(\$3,721.79)	\$41,824.63	\$110,438.00	\$107,338.00	\$259,180.00	\$200,376.00
Division 02 - Administration Totals		\$61,242.29	\$127,152.12	\$161,774.53	\$160,563.28	\$504,946.00	\$513,156.00	\$692,856.00	\$630,802.00
Department 55 - Public Works Totals		\$61,242.29	\$127,152.12	\$161,774.53	\$160,563.28	\$504,946.00	\$513,156.00	\$692,856.00	\$630,802.00
Fund 100 - GF Totals		\$61,242.29	\$127,152.12	\$161,774.53	\$160,563.28	\$504,946.00	\$513,156.00	\$692,856.00	\$630,802.00
Net Grand Totals		\$61,242.29	\$127,152.12	\$161,774.53	\$160,563.28	\$504,946.00	\$513,156.00	\$692,856.00	\$630,802.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Building Inspections**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • Add 2 new Level II and 1 Level I all Trades Inspector's getting us to full staff. 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • Implemented Permit request and permit application acceptance through the online eSuites program. 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • 	Choose an item.
<ul style="list-style-type: none"> • Implemented eSuites online Payments for all Permits including reinspection fees. 	Think Town Finances. Think Responsibility.
<ul style="list-style-type: none"> • Updated by replacing inspections fleet to 80%. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> • Achieved with Novo Nordisk on Clayton Pretreatment facility completion. 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • Working to complete the Dapi Novo facility by June 2020 	Think Economic Development. Think Prosperity
<ul style="list-style-type: none"> • Completed construction on Grifol's new 148,000sq. fractionation facility 	Think Economic Development. Think Prosperity

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	<ul style="list-style-type: none"> • Continued training of new employees 	Increased Professional Development funds required	Think Growth. Think Balance
Program or Service Change	<ul style="list-style-type: none"> • Online Permitting and permit Payments 	Reduced workload on current frontline	Think Town Finances. Think Responsibility.

		staff provides additional capacity to fulfill other duties and reduce the need for additional staff	
Legislative Mandate	<ul style="list-style-type: none"> • Building and Trades Inspection deemed essential work, maintaining permitting and inspections. 	Funds to maintain current staffing levels to meet mandate	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: The Inspections Division is committed to providing quality services to all citizens and customers through timely, efficient and thorough building inspections utilizing innovation, continuous improvement, education and excellence in customer service while safeguarding the public, promoting the health, safety and welfare of the Town of Clayton through enforcement of the North Carolina Building Code

Goal: Conduct Review of Residential Building permits consistently

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Single Family Plan and permitting turn around time less than 15 days	95%	90%	92%

Goal: Conduct review of Commercial Project plans consistently

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Return 1 st review plans within 15 business days of submittal	95%	85%	98%
• Return re-review comments/approve within 10 business days of submittal	95%	90%	98%

Goal: Conduct field inspection within a timely manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Provide inspections within 24-hours of request	95%	90%	93%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 20 - Building Inspections									
<i>Personnel - Salaries</i>									
100-55-20-50 00	Salaries Full-time	262,361.25	239,093.77	304,466.76	420,264.05	411,590.00	458,704.00	424,614.00	424,614.00
100-55-20-50 02	Salaries Part-time	.00	.00	42,240.00	42,944.44	42,823.00	46,058.00	47,994.00	47,994.00
100-55-20-50 04	Salaries Overtime	.00	.00	.00	7,185.57	7,965.00	.00	18,453.00	12,004.00
<i>Personnel - Salaries Totals</i>		\$262,361.25	\$239,093.77	\$346,706.76	\$470,394.06	\$462,378.00	\$504,762.00	\$491,061.00	\$484,612.00
<i>Personnel - Benefits</i>									
100-55-20-51 00	Benefits Longevity	3,700.00	2,900.00	3,100.00	3,850.00	3,750.00	4,350.00	4,250.00	4,250.00
100-55-20-51 10	Benefits FICA	19,643.61	18,068.69	26,099.32	35,711.99	34,009.00	38,947.00	37,892.00	37,398.00
100-55-20-51 11	Benefits Group Insurance - Health	34,831.97	31,524.24	30,835.53	42,559.27	49,516.00	54,196.00	55,191.00	55,191.00
100-55-20-51 15	Benefits Life Insurance	1,511.26	1,396.05	1,838.76	1,504.40	1,332.00	1,422.00	2,148.00	2,148.00
100-55-20-51 20	Benefits Retirement - General Employees	17,779.80	17,512.71	23,034.32	33,301.47	37,601.00	41,284.00	45,238.00	44,535.00
100-55-20-51 30	Benefits 401K - General Employees	10,642.31	9,679.72	12,302.60	17,165.08	16,860.00	18,520.00	17,890.00	17,632.00
<i>Personnel - Benefits Totals</i>		\$88,108.95	\$81,081.41	\$97,210.53	\$134,092.21	\$143,068.00	\$158,719.00	\$162,609.00	\$161,154.00
<i>Contractual Services</i>									
100-55-20-56 00	Cont Serv Professional Services	90.00	27,657.50	8,385.00	.00	.00	.00	.00	.00
100-55-20-56 51	Cont Serv Uniform Rental	1,113.90	837.18	1,782.87	1,741.82	3,000.00	4,160.00	3,640.00	3,640.00
<i>Contractual Services Totals</i>		\$1,203.90	\$28,494.68	\$10,167.87	\$1,741.82	\$3,000.00	\$4,160.00	\$3,640.00	\$3,640.00
<i>Operating Expenses</i>									
100-55-20-52 00	Op Exp Copy Expense	.00	.00	154.69	.00	100.00	100.00	100.00	100.00
<i>Operating Expenses Totals</i>		.00	.00	154.69	.00	100.00	100.00	100.00	100.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Bldg Inspectors (7 @ \$10/week)				52.0000	70.00	3,640.00		
							Final Budget Totals	3,640.00	
<i>Contractual Services Totals</i>		\$1,203.90	\$28,494.68	\$10,167.87	\$1,741.82	\$3,000.00	\$4,160.00	\$3,640.00	\$3,640.00
<i>Operating Expenses</i>									
100-55-20-52 01	Op Exp Postage and Shipping Expense	152.41	.00	114.46	110.17	200.00	200.00	200.00	200.00
<i>Operating Expenses Totals</i>		152.41	.00	114.46	110.17	200.00	200.00	200.00	200.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	UPS/FEDEX Other Ground				1.0000	100.00	100.00		
Final Budget	USPS Postage				1.0000	100.00	100.00		
							Final Budget Totals	200.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **20 - Building Inspections**
 Operating Expenses

100-55-20-52 16	Op Exp Telephone Exp - Mobile	3,030.56	3,033.89	5,366.07	7,272.99	6,554.00	6,148.00	6,973.00	6,973.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	AC Building Inspector				12.0000	38.01	456.12	
Final Budget	AC Building Inspector				12.0000	38.01	456.00	
Final Budget	AC Building Inspector				12.0000	38.01	456.00	
Final Budget	AC Building Inspector				12.0000	38.01	456.00	
Final Budget	AC Building Inspector				12.0000	38.01	456.00	
Final Budget	AC Building Inspector				12.0000	38.01	456.00	
Final Budget	AC Building Inspector Spare				12.0000	38.01	456.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget	MP Building Inspector				12.0000	45.00	540.00	
Final Budget Totals							\$6,972.12	

100-55-20-52 25	Op Exp Advertising Expense	.00	.00	.00	520.65	500.00	500.00	500.00	500.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	Ordinance Updates				1.0000	500.00	500.00	
Final Budget Totals							\$500.00	

100-55-20-52 26	Op Exp Professional Development	6,108.69	4,536.03	11,225.02	10,723.66	25,000.00	21,500.00	22,800.00	21,750.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	NWS Annual Conference				1.0000	2,500.00	2,500.00	
Final Budget	T&T - Sed & Ero. Cntrl. - DEFER				7.0000	(150.00)	(1,050.00)	
Final Budget	T&T - Sed. & Ero. Cntrl.				7.0000	150.00	1,050.00	
Final Budget	Training & Travel - Inspector Certificate Annual CE				7.0000	1,500.00	10,500.00	
Final Budget	Training & Travel - Permit Specialist				1.0000	750.00	750.00	
Final Budget	Training & Travel - Probationary Inspectors additional classes				4.0000	2,000.00	8,000.00	
Final Budget Totals							\$21,750.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 20 - Building Inspections									
Operating Expenses									
100-55-20-52 35	Op Exp Maint and Repair - Equipment	.00	.00	.00	48.00	500.00	500.00	500.00	500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
								Final Budget Totals	\$500.00
100-55-20-52 36	Op Exp Maint and Repair - Vehicles	1,153.35	1,402.65	1,751.10	2,545.37	3,100.00	3,100.00	2,450.00	2,450.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					7.0000	350.00	2,450.00	
								Final Budget Totals	\$2,450.00
100-55-20-52 50	Op Exp Contracted Vehicle Service	55.00	259.90	340.30	310.30	1,400.00	1,400.00	1,120.00	1,120.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					7.0000	160.00	1,120.00	
								Final Budget Totals	\$1,120.00
100-55-20-52 52	Op Exp Fuel	2,743.46	2,343.38	3,795.59	3,899.98	4,500.00	5,200.00	4,550.00	4,550.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					6.5000	700.00	4,550.00	
								Final Budget Totals	\$4,550.00
100-55-20-52 60	Op Exp Equipment Purchase	480.72	2,084.04	5,130.59	1,182.56	4,200.00	4,200.00	3,550.00	3,550.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	300.00	300.00	
	Final Budget					1.0000	850.00	850.00	
	Final Budget					1.0000	600.00	600.00	
	Final Budget					2.0000	200.00	400.00	
	Final Budget					7.0000	200.00	1,400.00	
								Final Budget Totals	\$3,550.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 20 - Building Inspections									
Operating Expenses									
100-55-20-52 62	Op Exp Dues and Subscriptions	825.95	714.95	1,470.89	4,921.91	2,930.00	2,930.00	1,325.00	1,325.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	ICC Membership					1.0000	225.00	225.00	
Final Budget	NCDOT Certification Renewal					7.0000	150.00	1,050.00	
Final Budget	Permit Specialist Association					1.0000	50.00	50.00	
								Final Budget Totals	\$1,325.00
100-55-20-52 70	Op Exp Safety	63.00	13.96	144.06	621.54	870.00	870.00	940.00	940.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Safety incentive meals - 2 each for 8 employees					16.0000	15.00	240.00	
Final Budget	Safety Training					7.0000	50.00	350.00	
Final Budget	Vehicle 1st Aid kit & fire ext svc - 7 units					7.0000	50.00	350.00	
								Final Budget Totals	\$940.00
100-55-20-52 71	Op Exp Protective Clothing	.00	557.48	400.09	286.01	2,200.00	2,200.00	2,100.00	2,100.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Boots					7.0000	175.00	1,225.00	
Final Budget	PPE Per employee					7.0000	125.00	875.00	
								Final Budget Totals	\$2,100.00
100-55-20-52 85	Op Exp Departmental Supplies	3,160.89	1,766.38	2,248.74	2,795.95	3,000.00	3,000.00	3,000.00	3,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	5 yr average expenditure plus dept growth					1.0000	3,000.00	3,000.00	
								Final Budget Totals	\$3,000.00
100-55-20-53 03	Op Exp Worker's Compensation Insurance	2,841.16	3,318.10	2,878.64	3,103.35	3,947.00	3,597.00	7,775.00	7,665.00
100-55-20-53 20	Op Exp Homeowner's Recovery Reimb	2,700.00	6,597.00	3,906.00	5,526.00	6,750.00	5,400.00	4,050.00	4,050.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	FY21 estimate same as FY20 estimate due to uncertainty					450.0000	9.00	4,050.00	
								Final Budget Totals	\$4,050.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 20 - Building Inspections									
	<i>Operating Expenses Totals</i>	\$23,315.19	\$26,627.76	\$38,926.24	\$43,868.44	\$65,751.00	\$60,845.00	\$61,933.00	\$60,773.00
	<i>Miscellaneous</i>								
100-55-20-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	652,403.00	652,403.00	401,932.00	401,932.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Support Services Charge back for General Fund Services					1.0000	401,932.00	401,932.00	
							Final Budget Totals	\$401,932.00	
	<i>Miscellaneous Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$652,403.00	\$652,403.00	\$401,932.00	\$401,932.00
Division 20 - Building Inspections	Totals	\$374,989.29	\$375,297.62	\$493,011.40	\$650,096.53	\$1,326,600.00	\$1,380,889.00	\$1,121,175.00	\$1,112,111.00
Department 55 - Public Works	Totals	\$374,989.29	\$375,297.62	\$493,011.40	\$650,096.53	\$1,326,600.00	\$1,380,889.00	\$1,121,175.00	\$1,112,111.00
Fund 100 - GF	Totals	\$374,989.29	\$375,297.62	\$493,011.40	\$650,096.53	\$1,326,600.00	\$1,380,889.00	\$1,121,175.00	\$1,112,111.00
	Net Grand Totals	\$374,989.29	\$375,297.62	\$493,011.40	\$650,096.53	\$1,326,600.00	\$1,380,889.00	\$1,121,175.00	\$1,112,111.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: GIS**

2019-2020 Major Accomplishments	Related Council Goal
• Upgraded Citworks AMS software from version 15.2.4 to version 15.2.12	Think Communication & Partnerships. Think Collaboration.
• Implemented multiple storerooms in Cityworks for better inventory tracking	Think Town Finances. Think Responsibility.
• Upgraded AV equipment and made other improvements to the Operation Center Training Room.	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• Assisted with setting up new server and Cityworks website for the WWPTP	Think Communication & Partnerships. Think Collaboration.
• Added Locators to GIS Division	Think Communication & Partnerships. Think Collaboration.
• Increased GIS exposure on the Town's Website	Think Communication & Partnerships. Think Collaboration.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	•811 Utility Locate Program consolidated within GIS. Previously the Town had 1 electric locator and 1 water/sewer locator. Now both are water, sewer, and electric locators who report to GIS.	\$4,000	Think Communication & Partnerships. Think Collaboration.

Performance Measures

Mission Statement: To provide timely and accurate spatial analysis and visualization.

Goal: Ensure data meets standards for accuracy, timeliness, and reliability

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• All record drawing will be processed within 1 week 90% of the time.	90%	100%	76%
• Cityworks work orders set to “Waiting on GIS” will be processed within 1 business day 90% of the time	90%	98%	62%
• Horizontal location accuracy within 2 feet for all Town owned water and sewer assets at 95%	95%	93%	93%

Goal: Use GIS to support decision-making

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Provide reporting from ArcGIS and Cityworks in support of decision-making monthly	95%	100%	100%
• Produce visual aids for decision making within agreed upon timeframe	95%	100%	100%

Goal: Help other groups leverage GIS

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Provide GIS and Cityworks training to staff twice per year	100%	100%	100%
• Develop 3 new purpose driven web mapping applications	100%	100%	100%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 25 - GIS									
<i>Personnel - Salaries</i>									
100-55-25-50 00	Salaries Full-time	.00	.00	.00	105,350.76	90,841.00	117,015.00	114,433.00	201,955.00
100-55-25-50 02	Salaries Part-time	.00	.00	.00	.00	2,933.00	.00	.00	.00
100-55-25-50 04	Salaries Overtime	.00	.00	.00	.00	.00	473.00	5,009.00	.00
<i>Personnel - Salaries Totals</i>		\$0.00	\$0.00	\$0.00	\$105,350.76	\$93,774.00	\$117,488.00	\$119,442.00	\$201,955.00
<i>Personnel - Benefits</i>									
100-55-25-51 00	Benefits Longevity	.00	.00	.00	300.00	300.00	500.00	400.00	400.00
100-55-25-51 10	Benefits FICA	.00	.00	.00	7,609.26	7,064.00	9,025.00	9,167.00	15,479.00
100-55-25-51 11	Benefits Group Insurance - Health	.00	.00	.00	15,601.10	11,150.00	14,308.00	14,632.00	33,243.00
100-55-25-51 15	Benefits Life Insurance	.00	.00	.00	457.59	253.00	295.00	431.00	878.00
100-55-25-51 20	Benefits Retirement - General Employees	.00	.00	.00	8,252.21	8,176.00	10,574.00	12,195.00	20,599.00
100-55-25-51 30	Benefits 401K - General Employees	.00	.00	.00	4,225.93	3,646.00	4,719.00	4,794.00	8,094.00
<i>Personnel - Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$36,446.09	\$30,589.00	\$39,421.00	\$41,619.00	\$78,693.00
<i>Contractual Services</i>									
100-55-25-56 00	Cont Serv Professional Services	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00	5,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Assitance in setup of GIS program					1.0000	5,000.00	5,000.00	
							Final Budget Totals	\$5,000.00	
100-55-25-56 51	Cont Serv Uniform Rental	.00	.00	.00	.00	.00	.00	2,600.00	2,600.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	GIS Tech					52.0000	10.00	520.00	
Final Budget	Locators - 2 positions at \$20 per week each					52.0000	40.00	2,080.00	
							Final Budget Totals	\$2,600.00	
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$7,600.00	\$7,600.00
<i>Operating Expenses</i>									
100-55-25-52 00	Op Exp Copy Expense	.00	.00	.00	814.83	1,400.00	1,440.00	1,800.00	1,800.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Konica Minolta Copy Expense BW					12.0000	25.00	300.00	
Final Budget	Plotter supplies					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$1,800.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 25 - GIS									
Operating Expenses									
100-55-25-52 01	Op Exp Postage and Shipping Expense	.00	.00	.00	.00	100.00	100.00	100.00	100.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Misc postage					1.0000	100.00	100.00	
								Final Budget Totals	\$100.00
100-55-25-52 16	Op Exp Telephone Exp - Mobile	.00	.00	.00	1,912.86	1,200.00	1,084.00	3,240.00	3,360.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	FY21 Locator Mobile Phone					12.0000	45.00	540.00	
Final Budget	FY21 Locator Mobile Phone					12.0000	45.00	540.00	
Final Budget	FY21 Mobile Hot Spot for Locator					12.0000	40.00	480.00	
Final Budget	FY21 Mobile Hot Spot for Locator					12.0000	40.00	480.00	
Final Budget	Mobile Hot Spot GIS Coordinator					12.0000	10.00	120.00	
Final Budget	Mobile Hot Spot GIS Technician					12.0000	10.00	120.00	
Final Budget	MP GIS Coordinator					12.0000	45.00	540.00	
Final Budget	MP GIS Technician					12.0000	45.00	540.00	
								Final Budget Totals	\$3,360.00
100-55-25-52 26	Op Exp Professional Development	.00	.00	.00	3,974.23	4,700.00	4,700.00	6,700.00	6,700.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Cityworks Training					2.0000	500.00	1,000.00	
Final Budget	GISP Portfolio Review and Exam for GIS Technician December 2019					1.0000	500.00	500.00	
Final Budget	Locator Trainings					2.0000	1,000.00	2,000.00	
Final Budget	NC ArcGIS Conference					2.0000	800.00	1,600.00	
Final Budget	NC GIS Conference					2.0000	800.00	1,600.00	
								Final Budget Totals	\$6,700.00
100-55-25-52 35	Op Exp Maint and Repair - Equipment	.00	.00	.00	.00	500.00	500.00	2,000.00	2,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Repair and maint of Drone equipment					1.0000	500.00	500.00	
Final Budget	Repair and maint of GPS equipment					1.0000	500.00	500.00	
Final Budget	Repair and maint of Locator equipment					2.0000	500.00	1,000.00	
								Final Budget Totals	\$2,000.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 25 - GIS									
Operating Expenses									
100-55-25-52 36	Op Exp Maint and Repair - Vehicles	.00	.00	.00	.00	500.00	500.00	1,500.00	1,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	GIS/Library Van - Cost Share with Library					1.0000	500.00	500.00	
Final Budget	Locator Vehicles					2.0000	500.00	1,000.00	
								Final Budget Totals	\$1,500.00
100-55-25-52 52	Op Exp Fuel	.00	.00	.00	20.02	150.00	150.00	3,150.00	3,150.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	GIS/Library Van - Fuel Usage - shared with Library					1.0000	150.00	150.00	
Final Budget	Locator Vehicles					2.0000	1,500.00	3,000.00	
								Final Budget Totals	\$3,150.00
100-55-25-52 60	Op Exp Equipment Purchase	.00	.00	.00	3,906.84	500.00	500.00	5,000.00	5,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	FY21 RD7100 Locator Kit					1.0000	4,000.00	4,000.00	
Final Budget	Hand tools					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$5,000.00
100-55-25-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	600.00	800.00	800.00	1,450.00	1,450.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	American Society for Photogrammetry and Remote Sensing					1.0000	400.00	400.00	
Final Budget	Drone License/Certification Dues					1.0000	250.00	250.00	
Final Budget	Geospatial Information and Technology Association					2.0000	150.00	300.00	
Final Budget	North Carolina Property Mappers Association					2.0000	50.00	100.00	
Final Budget	Urban and Regional Information Systems Association Membership					2.0000	200.00	400.00	
								Final Budget Totals	\$1,450.00
100-55-25-52 70	Op Exp Safety	.00	.00	.00	62.72	300.00	300.00	1,500.00	1,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	PPE - Boots					4.0000	175.00	700.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 25 - GIS									
Operating Expenses									
	Final Budget					4.0000	200.00	800.00	
	PPE - Jackets/Vests/Shirts/etc.								
	Final Budget Totals							\$1,500.00	
100-55-25-52 85	Op Exp Departmental Supplies	.00	.00	.00	220.76	600.00	680.00	1,200.00	1,200.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					4.0000	50.00	200.00	
	Final Budget Totals							\$1,200.00	
100-55-25-53 03	Op Exp Worker's Compensation Insurance	.00	.00	.00	883.49	988.00	901.00	2,037.00	5,466.00
	Operating Expenses Totals	\$0.00	\$0.00	\$0.00	\$12,395.75	\$11,738.00	\$11,655.00	\$29,677.00	\$33,226.00
	Miscellaneous								
100-55-25-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(3,539.00)	(3,539.00)	(5,214.00)	(5,214.00)
100-55-25-59 98	Misc Support Services - W/S Fund	.00	.00	.00	(56,484.00)	(30,517.00)	(30,517.00)	(17,878.00)	(17,878.00)
100-55-25-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(2,980.00)	(2,980.00)
100-55-25-59 99	Misc Support Services - Electric Fund	.00	.00	.00	(56,484.00)	(11,792.00)	(11,792.00)	(10,429.00)	(10,429.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	(\$112,968.00)	(\$45,848.00)	(\$45,848.00)	(\$36,501.00)	(\$36,501.00)
	Division 25 - GIS Totals	\$0.00	\$0.00	\$0.00	\$41,224.60	\$95,253.00	\$127,716.00	\$161,837.00	\$284,973.00
	Department 55 - Public Works Totals	\$0.00	\$0.00	\$0.00	\$41,224.60	\$95,253.00	\$127,716.00	\$161,837.00	\$284,973.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$41,224.60	\$95,253.00	\$127,716.00	\$161,837.00	\$284,973.00
	Net Grand Totals	\$0.00	\$0.00	\$0.00	\$41,224.60	\$95,253.00	\$127,716.00	\$161,837.00	\$284,973.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Engineering**

2019-2020 Major Accomplishments	Related Council Goal
•Updated Wastewater Allocation Policy	Think Growth. Think Balance
•Filled Town Engineer Position following re-organization of Public Services.	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•Hired new Stormwater Engineer	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•Implemented new Floodplain Ordinance	Think Safe, Clean, Engaged. Think Community
•Began in-depth review and update of standards and specifications	Think Growth. Think Balance
•Began setting up stormwater program to meet Federal NPDES permit and provide all required services	Think Safe, Clean, Engaged. Think Community

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	•Fully implement new stormwater and erosion control program	TBD	Think Safe, Clean, Engaged. Think Community
Staffing Change	•Add a Construction Project Administrator position to assist with capital projects, review of private development, stormwater program start-up and inspections associated with all three	~\$60,000/year (salary only)	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: To facilitate sustainable growth through quality infrastructure and responsible use of resources.

Goal: Conduct consistent first review of Construction Documents

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Return first review comments within 20 days of submittal	85%	80%	75%
• Return re-review comments within 10 days of submittal	85%	75%	70%

Goal: Conduct field inspections consistently and in a timely manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Provide inspections within 24-hours of request	80%	75%	90%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Personnel - Salaries									
100-55-51-50 00	Salaries Full-time	207,415.86	182,087.40	241,836.30	278,026.33	269,158.00	331,357.00	373,547.00	375,922.00
100-55-51-50 02	Salaries Part-time	.00	.00	.00	6,660.00	10,000.00	40,188.00	40,000.00	40,000.00
	<i>Personnel - Salaries Totals</i>	\$207,415.86	\$182,087.40	\$241,836.30	\$284,686.33	\$279,158.00	\$371,545.00	\$413,547.00	\$415,922.00
Personnel - Benefits									
100-55-51-51 00	Benefits Longevity	2,400.00	2,500.00	2,000.00	3,200.00	3,400.00	3,400.00	3,850.00	3,850.00
100-55-51-51 10	Benefits FICA	14,887.56	13,304.86	17,565.69	20,986.23	20,760.00	28,685.00	31,931.00	32,112.00
100-55-51-51 11	Benefits Group Insurance - Health	22,380.26	21,766.76	20,324.02	29,847.47	30,255.00	36,425.00	40,563.00	40,563.00
100-55-51-51 15	Benefits Life Insurance	1,289.30	994.26	1,447.23	1,200.70	906.00	1,078.00	1,960.00	1,960.00
100-55-51-51 20	Benefits Retirement - General Employees	14,060.56	13,340.59	18,294.35	21,756.70	24,215.00	29,859.00	38,140.00	38,352.00
100-55-51-51 30	Benefits 401K - General Employees	8,392.57	7,383.41	9,753.38	11,249.06	10,898.00	13,391.00	15,093.00	15,188.00
	<i>Personnel - Benefits Totals</i>	\$63,410.25	\$59,289.88	\$69,384.67	\$88,240.16	\$90,434.00	\$112,838.00	\$131,537.00	\$132,025.00
Contractual Services									
100-55-51-56 00	Cont Serv Professional Services	6,455.00	4,495.76	4,672.00	52,054.08	175,000.00	175,000.00	175,000.00	175,000.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	25,000.00	25,000.00	
	Final Budget					1.0000	25,000.00	25,000.00	
	Final Budget					1.0000	50,000.00	50,000.00	
	Final Budget					1.0000	75,000.00	75,000.00	
							Final Budget Totals	\$175,000.00	
100-55-51-56 10	Cont Serv Contracts and Agreements	1,521.45	1,082.00	4,132.00	2,797.00	3,500.00	3,500.00	3,500.00	3,500.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	3,500.00	3,500.00	
							Final Budget Totals	\$3,500.00	
100-55-51-56 11	Cont Serv Contract Services	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,000.00	1,000.00	
							Final Budget Totals	\$1,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Contractual Services									
100-55-51-56 50	Cont Serv Equipment Rental	3,249.73	2,589.06	823.26	1,040.93	1,184.00	1,184.00	1,184.00	1,184.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Konica Minolta Copier 308 BW			12.0000		98.65		1,184.00	
Final Budget Totals								\$1,184.00	
100-55-51-56 51	Cont Serv Uniform Rental	445.03	533.52	509.17	509.59	1,250.00	1,560.00	1,560.00	1,560.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Uniform Rental (4 FTEs)			52.0000		30.00		1,560.00	
Final Budget Totals								\$1,560.00	
<i>Contractual Services Totals</i>		\$11,671.21	\$8,700.34	\$10,136.43	\$56,401.60	\$181,934.00	\$182,244.00	\$182,244.00	\$182,244.00
<i>Operating Expenses</i>									
100-55-51-52 00	Op Exp Copy Expense	497.64	389.97	240.33	396.96	200.00	240.00	240.00	240.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Konica Minolta Copy Expense BW			12.0000		20.00		240.00	
Final Budget Totals								\$240.00	
100-55-51-52 01	Op Exp Postage and Shipping Expense	69.43	54.67	138.79	114.01	100.00	100.00	250.00	250.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Certified mailings lump sum			1.0000		200.00		200.00	
Final Budget	UPS/FedEx shipping lump sum			1.0000		50.00		50.00	
Final Budget Totals								\$250.00	
100-55-51-52 16	Op Exp Telephone Exp - Mobile	2,196.35	2,075.59	2,168.45	3,455.16	3,072.00	2,840.00	3,073.00	3,073.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	AC Sw Eng			12.0000		38.01		456.12	
Final Budget	AC Town Engineer			12.0000		38.01		456.00	
Final Budget	MP Construction Inspector			12.0000		45.00		540.00	
Final Budget	MP Construction Inspector			12.0000		45.00		540.00	
Final Budget	MP SW Eng			12.0000		45.00		540.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Operating Expenses									
	Final Budget					12.0000	45.00	540.00	
	MP Town Engineer								
								Final Budget Totals	\$3,072.12
100-55-51-52 26	Op Exp Professional Development	5,545.85	2,030.75	1,096.29	3,561.05	10,000.00	10,000.00	13,800.00	9,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					3.0000	1,000.00	3,000.00	
	Final Budget					1.0000	(1,000.00)	(1,000.00)	
	Final Budget					2.0000	750.00	1,500.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					3.0000	1,000.00	3,000.00	
	Final Budget					4.0000	500.00	2,000.00	
	Final Budget					1.0000	3,800.00	3,800.00	
	Final Budget					1.0000	(3,800.00)	(3,800.00)	
								Final Budget Totals	\$9,000.00
100-55-51-52 27	Op Exp Local Mileage	.00	.00	.00	19.00	250.00	500.00	500.00	500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
								Final Budget Totals	\$500.00
100-55-51-52 35	Op Exp Maint and Repair - Equipment	97.50	.00	.00	.00	500.00	500.00	400.00	400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					4.0000	100.00	400.00	
								Final Budget Totals	\$400.00
100-55-51-52 36	Op Exp Maint and Repair - Vehicles	462.20	440.03	496.85	212.10	1,500.00	1,500.00	1,400.00	1,400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	400.00	400.00	
	Final Budget					2,500.0000	.08	200.00	
	Final Budget					5,000.0000	.08	400.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Operating Expenses									
	Final Budget					5,000.0000	.08	400.00	
	Unit #18 (estimated mileage)								
	Final Budget Totals								\$1,400.00
100-55-51-52 50	Op Exp Contracted Vehicle Service	.00	140.35	725.60	80.00	250.00	400.00	400.00	400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	100.00	100.00	
	Final Budget					1.0000	100.00	100.00	
	Final Budget					1.0000	100.00	100.00	
	Final Budget					1.0000	100.00	100.00	
	Final Budget Totals								\$400.00
100-55-51-52 52	Op Exp Fuel	747.15	962.28	988.55	787.43	750.00	1,750.00	1,818.00	1,818.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					200.0000	2.02	404.00	
	Final Budget					100.0000	2.02	202.00	
	Final Budget					300.0000	2.02	606.00	
	Final Budget					300.0000	2.02	606.00	
	Final Budget Totals								\$1,818.00
100-55-51-52 60	Op Exp Equipment Purchase	1,294.89	255.03	1,111.02	1,058.22	1,700.00	1,700.00	1,650.00	1,650.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	650.00	650.00	
	Final Budget					2.0000	200.00	400.00	
	Final Budget					1.0000	200.00	200.00	
	Final Budget					2.0000	200.00	400.00	
	Final Budget Totals								\$1,650.00
100-55-51-52 62	Op Exp Dues and Subscriptions	.00	102.00	545.00	1,046.35	6,000.00	6,000.00	7,650.00	7,650.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,250.00	1,250.00	
	Final Budget					1.0000	3,000.00	3,000.00	
	Final Budget					4.0000	350.00	1,400.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Operating Expenses									
	Final Budget					2.0000	250.00	500.00	
	Final Budget					3.0000	100.00	300.00	
	Final Budget					3.0000	300.00	900.00	
	Final Budget					1.0000	300.00	300.00	
								Final Budget Totals	\$7,650.00
100-55-51-52 70	Op Exp Safety	96.35	102.29	936.72	218.69	750.00	1,080.00	1,005.00	1,005.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	15.00	180.00	
	Final Budget					12.0000	50.00	600.00	
	Final Budget					3.0000	75.00	225.00	
								Final Budget Totals	\$1,005.00
100-55-51-52 71	Op Exp Protective Clothing	220.09	276.54	447.55	280.48	1,000.00	1,750.00	1,225.00	1,225.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	150.00	300.00	
	Final Budget					4.0000	100.00	400.00	
	Final Budget					3.0000	175.00	525.00	
								Final Budget Totals	\$1,225.00
100-55-51-52 85	Op Exp Departmental Supplies	1,180.75	1,846.45	1,559.09	1,797.49	2,250.00	2,250.00	2,250.00	2,250.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	250.00	250.00	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$2,250.00
100-55-51-53 03	Op Exp Worker's Compensation Insurance	1,756.59	1,516.98	2,003.24	1,772.33	2,302.00	2,099.00	5,393.00	5,433.00
100-55-51-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	525.00	.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	(525.00)	(525.00)	
	Final Budget					1.0000	175.00	175.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 51 - Engineering Operations									
Operating Expenses									
Final Budget	New CPA phone					1.0000	200.00	200.00	
Final Budget	New CPA PPE					1.0000	150.00	150.00	
						Final Budget Totals		\$0.00	
	<i>Operating Expenses Totals</i>	\$14,164.79	\$10,192.93	\$12,457.48	\$14,799.27	\$30,624.00	\$32,709.00	\$41,579.00	\$36,294.00
	<i>Miscellaneous</i>								
100-55-51-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(306,757.00)	(306,757.00)	(21,010.00)	(21,010.00)
100-55-51-59 98	Misc Support Services - W/S Fund	(151,429.50)	(177,474.00)	(166,476.96)	(152,960.04)	(109,774.00)	(109,774.00)	(72,035.00)	(72,035.00)
100-55-51-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(12,006.00)	(12,006.00)
100-55-51-59 99	Misc Support Services - Electric Fund	(6,730.20)	(7,887.96)	(7,398.96)	(10,197.00)	(42,417.00)	(42,417.00)	(42,020.00)	(42,020.00)
	<i>Miscellaneous Totals</i>	(\$158,159.70)	(\$185,361.96)	(\$173,875.92)	(\$163,157.04)	(\$458,948.00)	(\$458,948.00)	(\$147,071.00)	(\$147,071.00)
Division 51 - Engineering Operations	Totals	\$138,502.41	\$74,908.59	\$159,938.96	\$280,970.32	\$123,202.00	\$240,388.00	\$621,836.00	\$619,414.00
Department 55 - Public Works	Totals	\$138,502.41	\$74,908.59	\$159,938.96	\$280,970.32	\$123,202.00	\$240,388.00	\$621,836.00	\$619,414.00
Fund 100 - GF	Totals	\$138,502.41	\$74,908.59	\$159,938.96	\$280,970.32	\$123,202.00	\$240,388.00	\$621,836.00	\$619,414.00
	Net Grand Totals	\$138,502.41	\$74,908.59	\$159,938.96	\$280,970.32	\$123,202.00	\$240,388.00	\$621,836.00	\$619,414.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Property Maintenance**

2019-2020 Major Accomplishments	Related Council Goal
• Assumed maintenance responsibilities for Parks & Rec buildings	Think Growth. Think Balance
• Installed / upgraded Security System CCC, CLEC, Library and Town Hall	Think Growth. Think Balance
• Hired new Custodial Contractor	Think Growth. Think Balance
• Planted 10 trees for Arbor Day at Clayton Middle School	Think Communication & Partnerships. Think Collaboration.
• Paint Council Chambers	Think Town Finances. Think Responsibility.
• Participated in WEX Fuel Card trial	Think Town Finances. Think Responsibility.
• Participated in Touch-a-truck at Cooper School	Think Safe, Clean, Engaged. Think Community
• Re-bid Hwy 70/42 mowing contract (in process)	Think Growth. Think Balance
• Hauled almost 4 tons of old cubicles to the landfill. Was located in the basement of Town Hall	Think Town Finances. Think Responsibility.
• Replaced both HVAC units in the Council Chambers	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	• Develop Proactive Maintenance Plan for Town Building major assets such as Roofs, HVAC, floors, walls, etc. Including inventory, condition assessments, prioritization, cost estimates,	Reduce costs by maintaining assets at the most optimum time.	Think Safe, Clean, Engaged. Think Community

	budgeting and implementation plan		
Program or Service Change	•Continued focus on Customer Service	Spend more time focusing on customer needs and communication.	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Spraying pesticide @ Fire Stations	Save money	Think Town Finances. Think Responsibility.
Program or Service Change	•Start new Hwy 70/42 mowing contractor	Bid contract therefore best value for town	Think Growth. Think Balance
Program or Service Change	•Perform power washing and painting in-house	Save money	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Develop landscaping refurbishing program for all Town Grounds.	Continuously improve the look of town grounds.	Think Safe, Clean, Engaged. Think Community
Program or Service Change	• Training for basic computer skills to staff	Save money, utilize staff	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Develop a cleaning procedure for equipment	Safer employees, less sick time used	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Continue cross training and education.	Save Money, develop staff	Think Growth. Think Balance
Program or Service Change	• Implement State Mandated ADA Transition Plan related to Town Buildings	Long-Term costs to be determined in the ADA Transition Plan Report	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: Maintain Town Infrastructure in a cost effective manner and improve quality of life.

Goal: Complete Work in a Timely Manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Regular Work Orders Completed On Time For Grounds	80%		79.1%
• Urgent Work Orders Completed On Time For Grounds	90%		100%

Goal: Continuously Improve the Skill Set and Knowledge of Staff

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Improve Skills of Staff by Training (Grounds)	128 hours		70 hours
• Improve Skills of Staff by Cross-Training (Grounds)	160 hours		179 Hours

Goal: Improve Quality of Work

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Avoid Rework: Regular Work Orders Requiring Rework (Grounds) – New Goal	Less than 5%		N/A New Goal

Goal: Complete Work in a Timely Manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Regular Work Orders Completed On Time For Facilities	80%		73.1%
• Total # Of Urgent Work Orders Completed On Time For Facilities	90%		85.7%

Goal: Continuously Improve the Skill Set and Knowledge of Staff

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Improve Skills of Staff by Training (Facilities)	64 hours		24 hours
• Improve Skills of Staff by Cross Training (Facilities)	80 hours		11 Hours

Goal: Improve Quality of Work

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Avoid Rework: Work Orders Requiring Rework (Facilities) – New Goal	Less than 5%		N/A New Goal



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
<i>Personnel - Salaries</i>									
100-55-52-50 00	Salaries Full-time	383,320.92	453,924.75	516,506.53	592,465.82	516,515.00	629,237.00	543,217.00	543,217.00
100-55-52-50 02	Salaries Part-time	.00	1,964.75	1,865.26	3,053.23	4,728.00	.00	2,500.00	2,500.00
100-55-52-50 04	Salaries Overtime	702.48	1,553.61	387.80	1,789.48	15,003.00	14,535.00	13,000.00	13,000.00
100-55-52-50 50	Salaries Cashout	2,922.02	2,317.44	2,317.44	2,317.44	2,221.00	2,317.00	2,317.00	2,317.00
<i>Personnel - Salaries Totals</i>		\$386,945.42	\$459,760.55	\$521,077.03	\$599,625.97	\$538,467.00	\$646,089.00	\$561,034.00	\$561,034.00
<i>Personnel - Benefits</i>									
100-55-52-51 00	Benefits Longevity	4,700.00	5,600.00	6,600.00	6,800.00	7,800.00	8,300.00	9,000.00	9,000.00
100-55-52-51 01	Benefits Stand-by Pay	.00	.00	.00	6,702.52	11,469.00	8,486.00	10,542.00	10,542.00
100-55-52-51 10	Benefits FICA	29,235.98	34,768.39	39,565.20	45,688.37	42,567.00	50,709.00	44,413.00	44,413.00
100-55-52-51 11	Benefits Group Insurance - Health	72,387.85	83,164.41	76,407.10	110,210.55	83,964.00	113,659.00	87,988.00	87,988.00
100-55-52-51 15	Benefits Life Insurance	2,261.77	2,640.34	3,048.11	2,498.74	1,743.00	1,697.00	2,764.00	2,764.00
100-55-52-51 20	Benefits Retirement - General Employees	26,245.99	33,533.01	39,278.29	47,242.10	49,074.00	56,841.00	57,765.00	57,765.00
100-55-52-51 30	Benefits 401K - General Employees	15,562.92	18,362.97	21,032.71	24,402.71	22,123.00	25,595.00	23,122.00	23,122.00
<i>Personnel - Benefits Totals</i>		\$150,394.51	\$178,069.12	\$185,931.41	\$243,544.99	\$218,740.00	\$265,287.00	\$235,594.00	\$235,594.00
<i>Contractual Services</i>									
100-55-52-56 00	Cont Serv Professional Services	.00	17,587.20	14,687.00	1,600.00	.00	2,000.00	2,000.00	2,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Misc needs				1.0000	2,000.00	2,000.00		
							Final Budget Totals	\$2,000.00	
100-55-52-56 11	Cont Serv Contract Services	54,028.08	49,525.74	68,064.00	68,064.00	83,214.00	78,273.00	89,876.00	89,876.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Add 100 hours @ \$17 / hour for day porter / events				100.0000	17.00	1,700.00		
Final Budget	Contracted Custodial Services -Pony Express				12.0000	7,348.00	88,176.00		
							Final Budget Totals	\$89,876.00	
100-55-52-56 50	Cont Serv Equipment Rental	107.00	136.80	.00	.00	.00	.00	.00	.00
100-55-52-56 51	Cont Serv Uniform Rental	7,731.89	8,980.74	9,848.47	7,286.72	7,500.00	9,137.00	9,137.00	9,137.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	New Prop Maint Tech position				52.0000	8.88	462.00		
Final Budget	Rags - Blue .25/Green .28/ mop head .9298 each				52.0000	10.00	520.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
Contractual Services									
	Final Budget					52.0000	156.83	8,155.00	
	Uniform rental 17 employees								
								Final Budget Totals	\$9,137.00
100-55-52-56 70	Cont Serv Contract Services - Grounds	113,595.13	111,596.00	114,139.68	116,009.68	120,009.00	120,009.00	135,971.00	135,933.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	3,600.00	3,600.00	
	Final Budget					1.0000	12,361.00	12,361.00	
	Final Budget					2.0000	6,000.00	12,000.00	
	Final Budget					12.0000	8,581.00	102,972.00	
	Final Budget					20.0000	250.00	5,000.00	
								Final Budget Totals	\$135,933.00
	<i>Contractual Services Totals</i>	\$175,462.10	\$187,826.48	\$206,739.15	\$192,960.40	\$210,723.00	\$209,419.00	\$236,984.00	\$236,946.00
Operating Expenses									
100-55-52-52 16	Op Exp Telephone Exp - Mobile	1,020.15	2,939.94	3,203.38	4,066.21	3,360.00	3,244.00	3,360.00	3,360.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
								Final Budget Totals	\$3,360.00
100-55-52-52 26	Op Exp Professional Development	466.99	1,809.68	886.00	878.00	.00	430.00	2,300.00	1,800.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	(250.00)	(500.00)	
	Final Budget					2.0000	1,000.00	2,000.00	
	Final Budget					12.0000	20.00	240.00	
	Final Budget					4.0000	15.00	60.00	
								Final Budget Totals	\$1,800.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
Operating Expenses									
100-55-52-29	Op Exp Maint and Repair - Horne Square	1,444.14	605.99	981.00	1,676.11	3,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Electrical Box repairs / maintenance					2.0000	100.00		200.00
Final Budget	Mulch - triple shred					15.0000	20.00		300.00
Final Budget	Public Art Install Costs					1.0000	200.00		200.00
Final Budget	Replace dead shrubs, grass seed, trees, etc					1.0000	300.00		300.00
									Final Budget Totals \$1,000.00
100-55-52-30	Op Exp Maint and Repair - Signage	180.00	.00	240.00	.00	275.00	275.00	250.00	250.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Bulbs, irrigation heads					1.0000	100.00		100.00
Final Budget	Flowers / mulch / etc					1.0000	150.00		150.00
									Final Budget Totals \$250.00
100-55-52-31	Op Exp Maint and Repair - Cemeteries	9,198.48	3,086.89	4,603.88	4,397.45	3,925.00	3,925.00	3,250.00	3,250.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Mulch / shrubs / etc					1.0000	250.00		250.00
Final Budget	Tree removal - All Cemetery					1.0000	3,000.00		3,000.00
									Final Budget Totals \$3,250.00
100-55-52-32	Op Exp Maint and Repair - Town Square	5,088.36	876.49	1,727.49	4,042.21	1,400.00	1,400.00	1,400.00	1,400.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Electrical Box repairs / maintenance					1.0000	200.00		200.00
Final Budget	Mulch / shrubs / flowers / etc					1.0000	1,200.00		1,200.00
Final Budget	Town Square Benches					3.0000	1,200.00		3,600.00
Final Budget	Town Square Benches - CUT					3.0000	(1,200.00)		(3,600.00)
									Final Budget Totals \$1,400.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **52 - Property Maintenance Operations**
 Operating Expenses

100-55-52-52 33	Op Exp Maint and Repair - Prop Damage	.00	3,040.00	3,787.65	17.98	2,500.00	2,500.00	1,500.00	1,500.00
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Budget Transactions					Number of Units	Cost Per Unit	Total Amount
Level	Transaction						
Final Budget	Unreimbursed damage to landscaping on hwy 70				1.0000	1,500.00	1,500.00
						Final Budget Totals	\$1,500.00

100-55-52-52 35	Op Exp Maint and Repair - Equipment	11,235.08	10,801.25	15,899.25	8,326.57	14,464.00	14,464.00	10,000.00	9,996.00
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Budget Transactions					Number of Units	Cost Per Unit	Total Amount
Level	Transaction						
Final Budget	3% inflation / contingency				1.0000	421.00	421.00
Final Budget	Equipment trailers (4 each) - amount per year each				4.0000	100.00	400.00
Final Budget	Pool Backhoe - 30 hrs per year				30.0000	20.00	600.00
Final Budget	Unit #600 - 450 hrs per year				200.0000	.25	50.00
Final Budget	Unit #603 - 175 hrs per year				125.0000	8.00	1,000.00
Final Budget	Unit #613 - 50 hrs per year				50.0000	12.50	625.00
Final Budget	Unit #614 - 175 hrs per year				175.0000	10.00	1,750.00
Final Budget	Unit #615 - 100 hrs per year				100.0000	10.00	1,000.00
Final Budget	Unit #618 - 200 hrs per year				200.0000	8.00	1,600.00
Final Budget	Unit #620 - 300 hrs per year (grave digger)				200.0000	4.00	800.00
Final Budget	Unit #630 - 10 hrs per year				10.0000	15.00	150.00
Final Budget	Unit #650 - 80 hrs per year				80.0000	20.00	1,600.00
						Final Budget Totals	\$9,996.00

100-55-52-52 36	Op Exp Maint and Repair - Vehicles	3,212.41	7,276.51	4,519.13	7,653.48	8,000.00	4,894.00	4,210.00	4,210.00
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Budget Transactions					Number of Units	Cost Per Unit	Total Amount
Level	Transaction						
Final Budget	Unit #22 Dump Truck (from P & R)				1.0000	300.00	300.00
Final Budget	Unit #60 Chevy 4 x 4				3,000.0000	.11	330.00
Final Budget	Unit #61 Ford F-250				1,000.0000	.11	110.00
Final Budget	Unit #62 Ford Ranger				1,000.0000	.11	110.00
Final Budget	Unit #64 Ford F-150				5,000.0000	.11	550.00
Final Budget	Unit #65 Prop Maint Van				4,000.0000	.11	440.00
Final Budget	Unit #661 2017 F350 4 x 4 Crew				5,000.0000	.11	550.00
Final Budget	Unit #662 2020 Ford F250				3,000.0000	.11	330.00
Final Budget	Unit #67 International - Dump Truck				3,000.0000	.35	1,050.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
Operating Expenses									
	Final Budget					4,000.0000	.11	440.00	
	Unit #68 F-450 Cemetery								
								Final Budget Totals	\$4,210.00
100-55-52-52 37	Op Exp Maint and Repair - Buildings	157,705.07	29,157.12	9,662.32	7,335.59	137,524.00	137,524.00	183,519.00	174,926.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	10,000.00	10,000.00	
	Final Budget					1.0000	1,100.00	1,100.00	
	Final Budget					1.0000	50,000.00	50,000.00	
	Final Budget					1.0000	(10,000.00)	(10,000.00)	
	Final Budget					12.0000	6,418.00	77,016.00	
	Final Budget					90.0000	9.00	810.00	
	Final Budget					1.0000	8,000.00	8,000.00	
	Final Budget					1.0000	38,000.00	38,000.00	
								Final Budget Totals	\$174,926.00
100-55-52-52 38	Op Exp Maint and Repair - Grounds	10,403.24	9,185.86	17,374.36	26,155.80	28,700.00	28,700.00	14,500.00	14,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					1.0000	5,000.00	5,000.00	
	Final Budget					1.0000	5,000.00	5,000.00	
	Final Budget					20.0000	175.00	3,500.00	
								Final Budget Totals	\$14,500.00
100-55-52-52 380	Op Exp Maint and Repair - Easements	.00	162.90	576.60	5,300.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$1,000.00
100-55-52-52 381	Op Exp Maint and Repair - Trails	16,083.90	2,945.14	178,366.01	3,277.97	48,290.00	48,290.00	49,000.00	49,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	5,000.00	5,000.00	
								Final Budget Totals	5,000.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **52 - Property Maintenance Operations**
Operating Expenses

Final Budget	Asphalt patch along Neuse River -					1.0000	44,000.00	44,000.00	
Final Budget Totals								\$49,000.00	

100-55-52-50	Op Exp Contracted Vehicle Service	307.34	4,017.50	614.42	2,135.59	1,800.00	1,800.00	1,600.00	1,600.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	Unit 60 Chevy 4 x 4 Service Truck				1.0000	400.00	400.00	
Final Budget	Unit 62 Ford Ranger				1.0000	200.00	200.00	
Final Budget	Unit 63 Ford F-250				1.0000	200.00	200.00	
Final Budget	Unit 64 Ford F-150				1.0000	200.00	200.00	
Final Budget	Unit 65 Service Van				1.0000	100.00	100.00	
Final Budget	Unit 67 Intern. Dump Truck				1.0000	500.00	500.00	
Final Budget Totals							\$1,600.00	

100-55-52-51	Op Exp Fleet Reimbursable	.00	.00	.00	154.88	.00	.00	.00	.00
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100-55-52-52	Op Exp Fuel	12,273.19	13,777.83	18,578.52	17,360.36	22,000.00	27,721.00	18,801.00	18,801.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	Equipment 600 hours @ 2 gph				600.0000	2.40	1,440.00	
Final Budget	Unit #22 Dump truck (from P & R)				1.0000	700.00	700.00	
Final Budget	Unit #60 5,000 miles @ 7 mpg				500.0000	2.07	1,035.00	
Final Budget	Unit #61 F-250 4 x 4 5000 miles @ 9.11 mpg				500.0000	2.40	1,200.00	
Final Budget	Unit #62 4,000 miles @ 11.43 mpg				400.0000	2.07	828.00	
Final Budget	Unit #620 Kubota Cemetery Tractor 300 hrs @ 2 gph				300.0000	2.40	720.00	
Final Budget	Unit #63 5,500 miles @ 6.27 mpg				550.0000	2.07	1,138.50	
Final Budget	Unit #64 5,000 miles @ 11.16 mpg				500.0000	2.07	1,035.00	
Final Budget	Unit #65 15,000 miles @ 9.11 mpg				1,500.0000	2.07	3,105.00	
Final Budget	Unit #660 2016 F-450 8,000 miles @ 7 mpg				800.0000	2.40	1,920.00	
Final Budget	Unit #661 2017 Ford F350 5,000 miles @ 7 mpg				500.0000	2.40	1,200.00	
Final Budget	Unit #67 4,000 miles @ 8.43 mpg				400.0000	2.07	828.00	
Final Budget	Unit #68 Cemetery Ford F-450 4,000 @ 5 mpg				400.0000	2.40	960.00	
Final Budget	Unit #69 Ford F-250 4 x 4 13,000 miles @ 10.23 mpg				1,300.0000	2.07	2,691.00	
Final Budget Totals							\$18,800.50	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
Operating Expenses									
100-55-52-52 60	Op Exp Equipment Purchase	4,005.30	13,895.47	11,316.60	5,143.97	8,230.00	8,230.00	41,910.00	16,910.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Electrical / tester / tools / misc					1.0000	500.00		500.00
Final Budget	NEW - Honda walk behind blower					1.0000	2,100.00		2,100.00
Final Budget	NEW - Metal detector for cemeteries					1.0000	1,000.00		1,000.00
Final Budget	NEW - Skid mounted sprayer for pesticide					1.0000	4,900.00		4,900.00
Final Budget	REPLACEMENT - hand held radio					1.0000	350.00		350.00
Final Budget	REPLACEMENT - DeWalt 20 volt combo set					2.0000	580.00		1,160.00
Final Budget	REPLACEMENT - Hand Tools					2.0000	1,000.00		2,000.00
Final Budget	REPLACEMENT - Pump for graves / remove water after digging					1.0000	750.00		750.00
Final Budget	REPLACEMENT - Stihl backpack blower br700					2.0000	600.00		1,200.00
Final Budget	REPLACEMENT - Stihl chain saw ms 441					1.0000	1,000.00		1,000.00
Final Budget	REPLACEMENT - Stihl edger FC96R					2.0000	450.00		900.00
Final Budget	REPLACEMENT - string trimmer Stihl 110					2.0000	450.00		900.00
Final Budget	REPLACEMENT Mobile Phone					1.0000	150.00		150.00
								Final Budget Totals	\$16,910.00
100-55-52-52 70	Op Exp Safety	1,408.89	781.63	851.51	2,108.30	2,592.00	2,592.00	4,036.00	4,036.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Chain saw chaps / face shield / ear protection					1.0000	300.00		300.00
Final Budget	Fire Ext service					1.0000	150.00		150.00
Final Budget	Safety incentive meals - 2 each for 11 employees					22.0000	13.00		286.00
Final Budget	Safety training - 2 each for 11 employees					22.0000	150.00		3,300.00
								Final Budget Totals	\$4,036.00
100-55-52-52 71	Op Exp Protective Clothing	2,835.18	3,029.60	2,743.55	4,080.49	3,825.00	3,825.00	3,250.00	3,250.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Employee PPE					13.0000	50.00		650.00
Final Budget	Safety boots					13.0000	200.00		2,600.00
								Final Budget Totals	\$3,250.00
100-55-52-52 80	Op Exp Tools	.00	.00	129.17	35.98	.00	.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 52 - Property Maintenance Operations									
Operating Expenses									
100-55-52-81	Op Exp Chemicals	2,308.79	786.10	8,600.00	7,733.39	13,800.00	13,800.00	13,100.00	13,100.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Chemicals FS#1 and FS#2					2.0000	200.00	400.00	
Final Budget	Fire Ants (Top Choice - DO NOT USE Bifenthrin)					1.0000	2,200.00	2,200.00	
Final Budget	Mosquito program chemical (gallons) Kontrol 4-4					200.0000	37.00	7,400.00	
Final Budget	Post-emergent (Speedzone)					1.0000	400.00	400.00	
Final Budget	Pre-emergents - 50 lb bag / Pendulum					8.0000	150.00	1,200.00	
Final Budget	Town applied herbicides (Crossbow, Round-up)					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$13,100.00	
100-55-52-85	Op Exp Departmental Supplies	10,010.14	13,480.61	9,242.37	10,778.88	15,000.00	8,610.00	17,610.00	17,610.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	2 cycle oil					2.0000	60.00	120.00	
Final Budget	Coronavirus supplies - Lysol, wipes, spray, hand sanitizer, etc					1.0000	2,000.00	2,000.00	
Final Budget	Gas can					2.0000	145.00	290.00	
Final Budget	Town Bldg (except CCC) custodial supplies-lump sum					1.0000	15,000.00	15,000.00	
Final Budget	Weed eater string					1.0000	200.00	200.00	
							Final Budget Totals	\$17,610.00	
100-55-52-53 03	Op Exp Worker's Compensation Insurance	10,478.29	15,051.97	15,726.39	14,075.19	16,024.00	10,678.00	25,060.00	25,060.00
100-55-52-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	251,264.00	.00
100-55-52-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	.00	.00	1,800.00	1,500.00	.00
	Operating Expenses Totals	\$259,664.94	\$136,708.48	\$309,629.60	\$136,734.40	\$335,709.00	\$326,702.00	\$653,420.00	\$366,559.00
Miscellaneous									
100-55-52-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(32,223.00)	(32,223.00)	(33,290.00)	(33,290.00)
100-55-52-59 98	Misc Support Services - W/S Fund	(114,295.68)	(93,128.04)	(117,024.00)	(67,509.00)	(79,007.00)	(79,007.00)	(138,728.00)	(138,728.00)
100-55-52-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(18,637.00)	(18,637.00)
100-55-52-59 99	Misc Support Services - Electric Fund	(9,524.64)	(7,761.00)	(9,752.04)	(13,502.04)	(79,007.00)	(79,007.00)	(71,563.00)	(71,563.00)
	Miscellaneous Totals	(\$123,820.32)	(\$100,889.04)	(\$126,776.04)	(\$81,011.04)	(\$190,237.00)	(\$190,237.00)	(\$262,218.00)	(\$262,218.00)
Division 52 - Property Maintenance Operations Totals		\$848,646.65	\$861,475.59	\$1,096,601.15	\$1,091,854.72	\$1,113,402.00	\$1,257,260.00	\$1,424,814.00	\$1,137,915.00
Department 55 - Public Works Totals		\$848,646.65	\$861,475.59	\$1,096,601.15	\$1,091,854.72	\$1,113,402.00	\$1,257,260.00	\$1,424,814.00	\$1,137,915.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
	Fund 100 - GF Totals	\$848,646.65	\$861,475.59	\$1,096,601.15	\$1,091,854.72	\$1,113,402.00	\$1,257,260.00	\$1,424,814.00	\$1,137,915.00
	Net Grand Totals	\$848,646.65	\$861,475.59	\$1,096,601.15	\$1,091,854.72	\$1,113,402.00	\$1,257,260.00	\$1,424,814.00	\$1,137,915.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Vehicle Maintenance**

2019-2020 Major Accomplishments	Related Council Goal
•Improved customer service within the Towns Departments by focusing on communication and direct interaction with Department Heads and Staff.	Think Communication & Partnerships. Think Collaboration.
•Brought in a new vendor to take our used oil and filters with little to no cost to us.	Think Town Finances. Think Responsibility.
•Developed a proactive maintenance plan for Fleet equipment and vehicle surplus.	Think Town Finances. Think Responsibility.
•Installed a new oil dispensing system installed in the Fleet Shop which greatly enhanced productivity and safety.	Think Town Finances. Think Responsibility.
•Increased Responsibilities to include the surplus of equipment and vehicles.	Think Town Finances. Think Responsibility
•Implemented WEX fuel cards to the Police Department to service the need to provide 93 Octane fuel for the Dodge Chargers, Mustang and Motor Cycles which has greatly improved performance and reduced maintenance problems associated with using 87 Octane fuel.	Think Communication & Partnerships. Think Collaboration.
•Researched the benefits of using SAMSARA Telematics on a select group of expensive town vehicles (25) such Fire Engines, Police Patrol, Dump Trucks, Bus, Street Sweeper.	Think Town Finances. Think Responsibility.
•Implemented a new diagnostic scanner, Air Condition Recover machine, Tire changer and Balancer and Inspection Machine which has improved efficiency and effectiveness in the Fleet Shop.	Think Growth. Think Balance
•Attended the 2019 APWA Vehicle & Equipment conference.	Think Communication & Partnerships. Think Collaboration.
•Continue to modify and improve the 5 Year Vehicle Replacement Plan by Keeping Vehicles Longer in the Fleet	Think Growth. Think Balance

with Proactive Maintenance and utilizing backup loaner vehicles more effectively.	
• Reorganized Fleet Shop Inventory and Storage Areas improving efficiency and effectiveness.	Think Town Finances. Think Responsibility.
• Researched whether the Town should stay in the fuel station business or use local gas stations.	Think Town Finances. Think Responsibility.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	• Continue EVT Training and bring more Fire Apparatus repairs in house.	\$2,500.00	Think Growth. Think Balance
Program or Service Change	• Manager Plus Upgrade to more effectively manage fleet work orders and proactive maintenance programs.	\$8,000.00	Think Town Finances. Think Responsibility.
Program or Service Change	• Develop a Town Wide Equipment Replacement Program	More accurate long range budgeting and save the town money by being able to replace equipment when it is most cost effective.	Think Town Finances. Think Responsibility.
Program or Service Change	• Continue working on the Operations Center Space Needs Study and Master Plan	Be able to plan more effectively for the future.	Think Growth. Think Balance

Performance Measures

Mission Statement: Maintain Town Infrastructure in a cost effective manner and improve quality of life.

Goal: Complete Work in a Timely Manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Regular Work Orders Completed On-Time	80%		88%
• Urgent Work Orders Completed On-Time (New Goal)	90%		New Goal

Goal: Continuously Improve the Skill Set and Knowledge of Staff

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Improve Skills of Staff by Training	48 Hours		40 Hours

Goal: Improve Quality of Work

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Avoid Rework: Work Orders Requiring Rework (New Goal)	Less than 5%		New Goal



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 53 - Vehicle Maintenance									
<i>Personnel - Salaries</i>									
100-55-53-50 00	Salaries Full-time	148,304.44	138,473.65	158,581.12	145,537.03	162,205.00	166,510.00	166,709.00	166,709.00
100-55-53-50 02	Salaries Part-time	.00	.00	.00	.00	.00	.00	25,000.00	12,500.00
100-55-53-50 04	Salaries Overtime	.00	.00	.00	677.96	122.00	1,431.00	2,498.00	1,015.00
<i>Personnel - Salaries Totals</i>		\$148,304.44	\$138,473.65	\$158,581.12	\$146,214.99	\$162,327.00	\$167,941.00	\$194,207.00	\$180,224.00
<i>Personnel - Benefits</i>									
100-55-53-51 00	Benefits Longevity	1,500.00	1,300.00	1,500.00	1,400.00	1,600.00	1,600.00	1,900.00	1,900.00
100-55-53-51 10	Benefits FICA	11,005.04	10,115.79	11,621.88	10,665.21	12,191.00	12,970.00	15,003.00	13,932.00
100-55-53-51 11	Benefits Group Insurance - Health	24,173.75	22,420.45	19,048.67	22,410.01	24,975.00	25,580.00	25,927.00	25,927.00
100-55-53-51 15	Benefits Life Insurance	920.75	821.71	973.91	640.43	543.00	446.00	851.00	851.00
100-55-53-51 20	Benefits Retirement - General Employees	10,059.41	10,143.38	11,996.33	11,467.89	14,609.00	14,986.00	17,260.00	17,109.00
100-55-53-51 30	Benefits 401K - General Employees	5,992.19	5,590.98	6,403.35	5,904.73	6,557.00	6,724.00	6,845.00	6,786.00
<i>Personnel - Benefits Totals</i>		\$53,651.14	\$50,392.31	\$51,544.14	\$52,488.27	\$60,475.00	\$62,306.00	\$67,786.00	\$66,505.00
<i>Contractual Services</i>									
100-55-53-56 10	Cont Serv Contracts and Agreements	5,487.18	6,683.13	6,080.51	6,116.94	7,996.00	7,996.00	.00	.00
100-55-53-56 11	Cont Serv Contract Services	.00	.00	.00	226.44	.00	.00	22,021.00	22,021.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	AIRGAS ACETYLENE AND OXYGEN CYLINDER LEASE	2.0000	100.00	200.00
Final Budget	ALL DATA DIAGNOSTIC SOFTWARE SUBSCRIPTION	1.0000	1,500.00	1,500.00
Final Budget	MANAGER PLUS EXTENDED SUPPORT	1.0000	1,678.00	1,678.00
Final Budget	New - SAMSARA TELEMATICS TEST PILOT	25.0000	525.00	13,125.00
Final Budget	PARTS WASHER LEASE W/NOBLEOIL	4.0000	207.00	828.00
Final Budget	SNAP ON SCANNER SOFTWARE UPGRADE	1.0000	1,950.00	1,950.00
Final Budget	USED OIL & FILTER PICKUP	4.0000	610.00	2,440.00
Final Budget	VC3 ONE TIME CHARGE FOR FUEL MASTER	1.0000	300.00	300.00
Final Budget Totals				\$22,021.00

100-55-53-56 51	Cont Serv Uniform Rental	3,121.44	2,928.87	2,982.70	2,298.36	2,500.00	2,629.00	2,709.00	2,709.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Roll hand towels & wipers	52.0000	25.45	1,323.00
Final Budget	Uniform rental-Chevez	52.0000	8.88	461.76
Final Budget	Uniform rental-Hoag	52.0000	8.88	461.76



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 53 - Vehicle Maintenance									
Contractual Services									
Final Budget	Uniform rental-PITT					52.0000	8.88	461.76	
	Final Budget Totals							\$2,708.28	
	<i>Contractual Services Totals</i>	\$8,608.62	\$9,612.00	\$9,063.21	\$8,641.74	\$10,496.00	\$10,625.00	\$24,730.00	\$24,730.00
	<i>Operating Expenses</i>								
100-55-53-52 16	Op Exp Telephone Exp - Mobile	635.87	684.12	637.56	860.72	997.00	482.00	997.00	997.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	38.01	456.12	
	Final Budget					12.0000	45.00	540.00	
	Final Budget Totals							\$996.12	
100-55-53-52 26	Op Exp Professional Development	107.00	90.00	180.00	1,175.00	2,800.00	2,800.00	2,800.00	2,200.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					6.0000	200.00	1,200.00	
	Final Budget					1.0000	(600.00)	(600.00)	
	Final Budget					1.0000	600.00	600.00	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget Totals							\$2,200.00	
100-55-53-52 35	Op Exp Maint and Repair - Equipment	2,856.81	2,353.32	1,303.55	11,873.35	7,600.00	7,600.00	7,600.00	7,600.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	800.00	800.00	
	Final Budget					2.0000	1,000.00	2,000.00	
	Final Budget					1.0000	1,600.00	1,600.00	
	Final Budget					1.0000	700.00	700.00	
	Final Budget					2.0000	850.00	1,700.00	
	Final Budget					1.0000	800.00	800.00	
	Final Budget Totals							\$7,600.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 53 - Vehicle Maintenance									
Operating Expenses									
100-55-53-52 36	Op Exp Maint and Repair - Vehicles	1,766.34	1,983.35	862.60	1,107.04	3,520.00	3,520.00	3,960.00	3,960.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Shop Spare Vehicle's # 10,11,17,150,45,48,131,132,143,147 & 175					11.0000	200.00	2,200.00	
Final Budget	Shop Vehicle # 12 & 19					2.0000	880.00	1,760.00	
								Final Budget Totals	\$3,960.00
100-55-53-52 50	Op Exp Contracted Vehicle Service	.00	128.00	.00	40.00	880.00	880.00	880.00	880.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fleet Trucks 12 & 19 FY19 Avg cost \$1061 @20%					2.0000	440.00	880.00	
								Final Budget Totals	\$880.00
100-55-53-52 51	Op Exp Fleet Reimbursable	15,851.92	23,306.27	11,845.68	31,353.54	.00	3,500.00	.00	3,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Filters, POL fluids, and parts					1.0000	3,500.00	3,500.00	
								Final Budget Totals	\$3,500.00
100-55-53-52 510	Op Exp Fleet Reimbursable - Fuel	(4,675.60)	2,368.72	(1,707.03)	36,735.39	.00	.00	.00	.00
100-55-53-52 52	Op Exp Fuel	1,787.91	1,674.61	1,898.24	2,555.11	700.00	1,917.00	1,025.00	1,025.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	MISC. LOANERS VEHICLES 4 @ 200 MILES @ 10 MPG					80.0000	2.02	161.60	
Final Budget	Unit #12 720, miles @ 5 mpg					152.0000	2.02	307.00	
Final Budget	Unit #17 1500 miles @ 33 mpg					45.0000	2.02	90.90	
Final Budget	Unit #19 2,760 miles @ 18 mpg					230.0000	2.02	465.00	
								Final Budget Totals	\$1,024.50
100-55-53-52 60	Op Exp Equipment Purchase	6,416.99	2,954.78	1,190.02	9,135.25	4,084.00	4,000.00	22,888.00	21,288.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	HEAVY DUTY TRUCK DIAGNOSTIC SCANNER CANDO					1.0000	5,250.00	5,250.00	
Final Budget	HORIZONTAL METAL CUTTING BAND SAW					1.0000	1,340.00	1,340.00	
Final Budget	PORT-A-COOL UNIT					1.0000	4,000.00	4,000.00	
Final Budget	Replace - 1/2" DEWALT DRILL DRIVER COMBO					1.0000	400.00	400.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	55 - Public Works								
Division	53 - Vehicle Maintenance								
<i>Operating Expenses</i>									
Final Budget	Replace - INGERSOLL RAND 2235TIMAX 1/2" IMPACT GUN					2.0000	349.00	698.00	
Final Budget	Replace - LINCOLN 256 MIG WELDER					1.0000	3,300.00	3,300.00	
Final Budget	Replace - WASTE OIL CONTAINMENT SYSTEM					1.0000	3,400.00	3,400.00	
Final Budget	SNAP ON SAND BLAST CABINET WITH MEDIA					1.0000	2,900.00	2,900.00	
	Final Budget Totals							\$21,288.00	
100-55-53-52 70	Op Exp Safety	214.65	.00	.00	169.36	240.00	240.00	240.00	240.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Safety training - 2 each for 3 employees					6.0000	40.00	240.00	
	Final Budget Totals							\$240.00	
100-55-53-52 71	Op Exp Protective Clothing	503.85	444.73	412.33	788.28	1,425.00	1,425.00	2,155.00	2,155.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Employee PPE					3.0000	250.00	750.00	
Final Budget	New - Welding Auto Shade Helmet					2.0000	200.00	400.00	
Final Budget	New - WELDING JACKET					2.0000	180.00	360.00	
Final Budget	Safety Boots					3.0000	215.00	645.00	
	Final Budget Totals							\$2,155.00	
100-55-53-52 85	Op Exp Departmental Supplies	2,911.32	3,558.87	3,785.75	3,259.97	4,180.00	4,180.00	4,480.00	4,480.00
<i>Budget Transactions</i>									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	air ratchets, impact guns, cut off tools, etc.					1.0000	1,000.00	1,000.00	
Final Budget	Drill bits, hand wrenches, etc					1.0000	1,000.00	1,000.00	
Final Budget	Office supplies					1.0000	650.00	650.00	
Final Budget	Oil dri					1.0000	250.00	250.00	
Final Budget	PIG Mats With Rack					1.0000	500.00	500.00	
Final Budget	Shop supplies, saw blades, grinding wheels, and welding supplies					1.0000	950.00	950.00	
Final Budget	Vehicle Emission yearly update manual					1.0000	130.00	130.00	
	Final Budget Totals							\$4,480.00	
100-55-53-53 03	Op Exp Worker's Compensation Insurance	3,168.00	4,497.63	3,964.41	3,362.78	3,383.00	3,083.00	7,943.00	7,376.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 53 - Vehicle Maintenance									
Operating Expenses									
100-55-53-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	.00	.00	.00	25,000.00	25,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	EMERGENCY FUND FUNDED BY GOV DEALS VEHICLE/EQUIPMENT SALES					1.0000	25,000.00	25,000.00	
							Final Budget Totals	\$25,000.00	
	<i>Operating Expenses Totals</i>	\$31,545.06	\$44,044.40	\$24,373.11	\$102,415.79	\$29,809.00	\$33,627.00	\$79,968.00	\$80,701.00
	<i>Miscellaneous</i>								
100-55-53-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	(10,856.00)	(10,856.00)	(7,448.00)	(7,448.00)
100-55-53-59 98	Misc Support Services - W/S Fund	(29,687.91)	(31,932.96)	(39,917.04)	(43,332.96)	(51,630.00)	(51,630.00)	(55,325.00)	(55,325.00)
100-55-53-59 99	Misc Support Services - Electric Fund	(20,439.98)	(17,341.08)	(17,046.00)	(23,240.04)	(21,512.00)	(21,512.00)	(22,343.00)	(22,343.00)
	<i>Miscellaneous Totals</i>	(\$50,127.89)	(\$49,274.04)	(\$56,963.04)	(\$66,573.00)	(\$83,998.00)	(\$83,998.00)	(\$85,116.00)	(\$85,116.00)
	Division 53 - Vehicle Maintenance Totals	\$191,981.37	\$193,248.32	\$186,598.54	\$243,187.79	\$179,109.00	\$190,501.00	\$281,575.00	\$267,044.00
	Department 55 - Public Works Totals	\$191,981.37	\$193,248.32	\$186,598.54	\$243,187.79	\$179,109.00	\$190,501.00	\$281,575.00	\$267,044.00
	Fund 100 - GF Totals	\$191,981.37	\$193,248.32	\$186,598.54	\$243,187.79	\$179,109.00	\$190,501.00	\$281,575.00	\$267,044.00
	Net Grand Totals	\$191,981.37	\$193,248.32	\$186,598.54	\$243,187.79	\$179,109.00	\$190,501.00	\$281,575.00	\$267,044.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Public Services
Division: Streets**

2019-2020 Major Accomplishments	Related Council Goal
•Promote from within – Mark Brannen to Crew Leader and Joe Faison to Senior Street Worker	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•Started Street Sign Inventory and Proactive Maintenance Plan.	Think Communication & Partnerships. Think Collaboration.
•Hired Consultant to prepare the ADA Master Plan	Think Growth. Think Balance
•Completed Georgetowne, Walnut Creek and Sleepy Creek Drive Storm Drainage Projects	Think Growth. Think Balance
•Completed Sidewalk Grinding Project	Think Safe, Clean, Engaged. Think Community
•Performed Construction Management for the Horne Street Project.	Think Town Finances. Think Responsibility.
•Completed Preliminary Sidewalk Master Plan	Think Safe, Clean, Engaged. Think Community
•Performed Contract Administration, Project Management and Construction Management for FY 20 Road Rehabilitation Program.	Think Town Finances. Think Responsibility.
•Sealcoat and Stripe CLEC	Think Growth. Think Balance
•Initiated the Touch-a-truck Event at Cooper School	Think Safe, Clean, Engaged. Think Community

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	•Develop a Sidewalk Maintenance Plan including inventory, condition assessment,	Reduce costs and improve level of service by executing work	Think Growth. Think Balance

	prioritization, cost estimates and implementation plan.	in a timely manner	
Program or Service Change	• Expand Vector Control Program	Unsure	Think Safe, Clean, Engaged. Think Community
Program or Service Change	•Develop a Traffic Sign Replacement Program to meet the Retro-Reflectivity requirements.	Meet State Codes and determine long-term cost implications.	Think Town Finances. Think Responsibility.
Staffing Change	•Rusty Clawson / Ray Rhode overseeing Road Rehabilitation Project and various other sidewalk and drainage projects.	In-house training	Think Town Finances. Think Responsibility.
Program or Service Change	•Implement A Basic Computer Skills Training To Include NWS And Cityworks	In-House training	Think Growth. Think Balance
Program or Service Change	•Continue working on the Operations Center Needs Study and Master Plan	Be able to plan more effectively for the future	Think Growth. Think Balance
Program or Service Change	•Develop A Cleaning Procedure For Equipment And Trucks	Save money	Think Safe, Clean, Engaged. Think Community
Program or Service Change	•Update Snow Plow Route To Coincide With Trash Route	Save money	Think Happy, Helpful, Professional Workforce. Think Opportunity.
Program or Service Change	•Develop A Pruning Plan For Roadways And Sidewalks	Unsure	Think Safe, Clean, Engaged. Think Community
Program or Service Change	• Continue working on the State Mandated ADA Transition Plan for Town ROW and Grounds	Long-Term Costs to be determined in ADA Transition Plan Report	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: Maintain Town Infrastructure in a cost effective manner and improve quality of life.

Goal: Complete Work in a Timely Manner

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Total Percentage Of Regular Work Orders Completed On Time	80%		73.77%
• Total Percentage Of Urgent Work Orders Completed On Time	90%		91.66%

Goal: Continuously Improve the Skill Set and Knowledge of Staff

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Improve Skills of Staff by Training	128 hours		36 hours
• Improve Skills of Staff by Cross-Training	160 hours		132 hours

Goal: Improve Quality of Work

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Avoid Rework: Work Orders Requiring Rework (New Goal)	Less than 5%		New Goal



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
<i>Personnel - Salaries</i>									
100-55-55-50 00	Salaries Full-time	290,049.83	270,363.00	256,612.08	285,668.62	291,957.00	318,191.00	313,967.00	313,967.00
100-55-55-50 04	Salaries Overtime	719.89	1,866.37	199.18	4,898.09	10,137.00	17,626.00	15,000.00	15,000.00
<i>Personnel - Salaries Totals</i>		\$290,769.72	\$272,229.37	\$256,811.26	\$290,566.71	\$302,094.00	\$335,817.00	\$328,967.00	\$328,967.00
<i>Personnel - Benefits</i>									
100-55-55-51 00	Benefits Longevity	4,300.00	3,400.00	4,100.00	3,600.00	3,300.00	2,800.00	4,000.00	4,000.00
100-55-55-51 01	Benefits Stand-by Pay	.00	.00	.00	4,926.71	8,480.00	7,638.00	9,025.00	9,025.00
100-55-55-51 10	Benefits FICA	21,543.40	19,924.15	18,480.97	21,489.97	23,251.00	26,489.00	26,162.00	26,162.00
100-55-55-51 11	Benefits Group Insurance - Health	61,804.71	55,963.22	39,144.90	52,493.42	59,831.00	62,432.00	66,486.00	66,486.00
100-55-55-51 15	Benefits Life Insurance	1,790.84	1,607.75	1,579.85	1,256.33	967.00	1,012.00	1,569.00	1,569.00
100-55-55-51 20	Benefits Retirement - General Employees	20,418.85	20,159.07	19,427.30	23,148.39	27,952.00	28,676.00	34,222.00	34,190.00
100-55-55-51 30	Benefits 401K - General Employees	12,217.39	11,007.63	10,436.45	11,963.66	12,555.00	12,840.00	13,680.00	13,680.00
<i>Personnel - Benefits Totals</i>		\$122,075.19	\$112,061.82	\$93,169.47	\$118,878.48	\$136,336.00	\$141,887.00	\$155,144.00	\$155,112.00
<i>Contractual Services</i>									
100-55-55-56 00	Cont Serv Professional Services	79,258.92	31,576.94	.00	44,274.21	90,000.00	90,000.00	10,000.00	60,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Design and GeoTech Services					1.0000	10,000.00	10,000.00	
Final Budget	Lombard St. drainage study					1.0000	50,000.00	50,000.00	
							Final Budget Totals	\$60,000.00	
100-55-55-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	25,000.00	.00
100-55-55-56 50	Cont Serv Equipment Rental	.00	7,066.83	.00	5,349.00	6,000.00	6,000.00	8,000.00	8,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Bulldozer / Durham st / easements / etc					1.0000	8,000.00	8,000.00	
							Final Budget Totals	\$8,000.00	
100-55-55-56 51	Cont Serv Uniform Rental	5,276.35	5,063.33	4,546.77	3,759.95	5,000.00	5,624.00	5,624.00	5,624.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Uniform rental 1 employee (per week)					52.0000	11.00	572.00	
Final Budget	Uniform rental 8 employees (per week) 1 locker					52.0000	97.16	5,052.00	
							Final Budget Totals	\$5,624.00	
<i>Contractual Services Totals</i>		\$84,535.27	\$43,707.10	\$4,546.77	\$53,383.16	\$101,000.00	\$101,624.00	\$48,624.00	\$73,624.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
Operating Expenses									
100-55-55-52 01	Op Exp Postage and Shipping Expense	122.65	.00	.00	55.21	.00	125.00	.00	125.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Misc shipping mats/parts				1.0000	125.00	125.00		
							Final Budget Totals		\$125.00
100-55-55-52 12	Op Exp Utility Exp - Other	35,663.04	35,663.04	35,663.04	42,719.52	51,679.00	51,679.00	52,587.00	52,587.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Ashcroft Ph 1 & 3				40.0000	29.28	1,171.00		
Final Budget	Bristol S/D				33.0000	29.28	966.00		
Final Budget	Chandler Ridge S/D				28.0000	29.28	820.00		
Final Budget	Creeside Commons S/D				17.0000	29.28	498.00		
Final Budget	East Village S/D				32.0000	29.28	937.00		
Final Budget	Glen Laurel East 3 S/D				10.0000	29.28	293.00		
Final Budget	Highgate Ph 1				25.0000	29.28	732.00		
Final Budget	Hwy 42 East				23.0000	29.28	673.00		
Final Budget	Orchards S/D				45.0000	29.28	1,318.00		
Final Budget	Parkview S/D				62.0000	29.28	1,815.36		
Final Budget	Town Street Lights (\$2.4396/pole/month x 12 month)				1,462.0000	29.28	42,807.00		
Final Budget	Village @ Little Creek				19.0000	29.28	556.32		
							Final Budget Totals		\$52,586.68
100-55-55-52 13	Op Exp Street Lights - Rental	45,912.37	44,230.29	48,033.25	56,019.61	50,000.00	50,000.00	50,000.00	50,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Contingency				1.0000	1,555.32	1,555.00		
Final Budget	Decorative metal pole 14 @ \$11.25 per month				12.0000	157.50	1,890.00		
Final Budget	Gordon Tract				12.0000	304.50	3,654.00		
Final Budget	HPS light 22,000 lumens 20 @ \$14.39 per month				12.0000	287.80	3,454.00		
Final Budget	HPS light 28,500 lumens 6 @ \$17.21 per month				12.0000	103.26	1,239.00		
Final Budget	HPS light 9,500 lumens 207 @ \$9.82 per month				12.0000	2,032.74	24,393.00		
Final Budget	Hwy 70 metered light load per month				12.0000	175.00	2,100.00		
Final Budget	REPS adjustment 1 @ \$6.11 per month				12.0000	6.11	73.00		
Final Budget	RWAC-Badger Pass				12.0000	118.64	1,424.00		
Final Budget	Standard fiberglass or metal pole 210 @ \$2.71 per month				12.0000	569.10	6,829.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

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Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
Operating Expenses									
	Final Budget					12.0000	161.44	1,937.00	
	Final Budget					12.0000	117.95	1,415.00	
	Final Budget					12.0000	3.10	37.00	
								Final Budget Totals	\$50,000.00
100-55-55-52 14	Op Exp Street Lights - Special	44,331.72	29,554.48	36,943.10	133,594.37	72,063.00	72,063.00	72,062.00	72,062.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	1,067.10	12,805.00	
	Final Budget					12.0000	4,938.12	59,257.00	
								Final Budget Totals	\$72,062.00
100-55-55-52 16	Op Exp Telephone Exp - Mobile	1,033.69	2,033.26	2,125.38	2,836.12	2,988.00	2,426.00	2,988.00	3,445.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	38.01	456.12	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
								Final Budget Totals	\$3,444.12
100-55-55-52 26	Op Exp Professional Development	239.00	2,652.15	1,248.72	1,439.00	900.00	765.00	1,825.00	1,825.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	150.00	300.00	
	Final Budget					10.0000	150.00	1,500.00	
	Final Budget					1.0000	25.00	25.00	
								Final Budget Totals	\$1,825.00
100-55-55-52 35	Op Exp Maint and Repair - Equipment	23,716.52	38,600.01	13,063.27	18,054.34	25,125.00	25,125.00	24,450.00	24,450.00
	Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					2.0000	1,500.00	3,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF

Department 55 - Public Works

Division 55 - Streets Operations

Operating Expenses

Final Budget	Snow plow blades 4 trucks 1 skid steer					10.0000	200.00	2,000.00	
Final Budget	Unit # 300 500 hrs / year					500.0000	4.00	2,000.00	
Final Budget	Unit # 302 50 hrs / year					100.0000	5.00	500.00	
Final Budget	Unit # 303 Brine Rig					1.0000	2,500.00	2,500.00	
Final Budget	Unit # 306 CAT Skid Steer - new tracks					1.0000	3,000.00	3,000.00	
Final Budget	Unit # 306 CAT Skid Steer 289D					1.0000	800.00	800.00	
Final Budget	Unit # 350 350 hrs / year					350.0000	5.00	1,750.00	
Final Budget	Unit # 350 4 belly brushes \$250/ 8 gutter brooms \$75					1.0000	1,800.00	1,800.00	
Final Budget	Unit # 370 100 hrs/ year - leaf truck					100.0000	25.00	2,500.00	
Final Budget	Unit # 370 ODB annual service					1.0000	2,000.00	2,000.00	
Final Budget	Unit # 607 50 hrs / year					100.0000	5.00	500.00	
Final Budget	Unit # 652 100 hrs / year					100.0000	6.00	600.00	
Final Budget Totals								\$24,450.00	

100-55-55-52 36	Op Exp Maint and Repair - Vehicles	14,496.50	4,288.84	12,805.15	5,732.37	12,283.00	12,283.00	11,258.00	11,258.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Unit # 30 - 6,500/ year F 250	6,500.0000	.11	715.00
Final Budget	Unit # 314 - 2,000 miles / year 2018 F750	2,000.0000	.35	700.00
Final Budget	Unit # 32 - 4,000 miles/ year 2002 Inter	4,000.0000	.35	1,400.00
Final Budget	Unit # 33 - 6,800 miles / year 2009 Crew Cab	6,800.0000	.11	748.00
Final Budget	Unit # 34 - 11,000 miles / year 2016 Chevy	11,000.0000	.05	550.00
Final Budget	Unit # 35 - 2,300 miles / year 2012 Johnston Sweeper	2,300.0000	.15	345.00
Final Budget	Unit # 36 - 6,000 miles / year 2014 Ford F - 450	6,000.0000	.05	300.00
Final Budget	Unit # 37 - 6,000 miles / year	6,000.0000	.25	1,500.00
Final Budget	Unit # 37 - ODB factory PM svc truck & vacuum	1.0000	5,000.00	5,000.00
Final Budget Totals				\$11,258.00

100-55-55-52 38	Op Exp Maint and Repair - Grounds	21,306.58	32.29	8,000.00	9,771.89	8,763.00	8,750.00	.00	.00
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100-55-55-52 39	Op Exp Maint and Repair - System	36,944.58	29,103.52	35,375.62	54,168.87	44,350.00	44,350.00	47,875.00	47,875.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Pallet of cold patch asphalt	2.0000	2,500.00	5,000.00
Final Budget	Repair of sidewalks	1.0000	8,000.00	8,000.00
Final Budget	Replace storm grates / stolen / broken	5.0000	185.00	925.00
Final Budget	Road salt	50.0000	99.00	4,950.00
Final Budget	Stone / easement work / asphalt-concrete base	1.0000	5,000.00	5,000.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	55 - Public Works								
Division	55 - Streets Operations								
Operating Expenses									
Final Budget	Street repairs / potholes / sinkholes / general					1.0000	8,000.00	8,000.00	
Final Budget	Stripe Glen Laurel, Riverwood near school, crosswalks					1.0000	8,000.00	8,000.00	
Final Budget	Stripe Moore, Regency, HD @ Church/2nd, crosswalk					1.0000	8,000.00	8,000.00	
	Final Budget Totals							\$47,875.00	
100-55-55-52 50	Op Exp Contracted Vehicle Service	2,167.23	904.70	3,846.85	14,277.47	6,400.00	2,150.00	3,150.00	3,150.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Unit 30 2008 Ford F-250					1.0000	250.00	250.00	
Final Budget	Unit 314 2018 Ford 750 Dump					1.0000	600.00	600.00	
Final Budget	Unit 32 2002 International					1.0000	600.00	600.00	
Final Budget	Unit 33 2009 Ford Crew Cab					1.0000	200.00	200.00	
Final Budget	Unit 34 2016 Ford F 350					1.0000	100.00	100.00	
Final Budget	Unit 36 2014 Ford F 450					1.0000	500.00	500.00	
Final Budget	Unit 37 2007 Freightliner Leaf Truck					1.0000	900.00	900.00	
	Final Budget Totals							\$3,150.00	
100-55-55-52 52	Op Exp Fuel	13,809.38	13,511.17	15,235.54	13,774.31	19,000.00	23,396.00	13,371.00	13,371.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Equipment 400 hours @ 2 gph					400.0000	2.40	960.00	
Final Budget	Unit # 30 7,000 miles @ 9.64 mpg					700.0000	2.07	1,449.00	
Final Budget	Unit # 300 500 hours @ 1.65 gph					500.0000	2.40	1,200.00	
Final Budget	Unit # 302 50 hours @ 1 gph					50.0000	2.07	103.50	
Final Budget	Unit # 314 2,000 miles @ 2.6 mpg					200.0000	2.40	480.00	
Final Budget	Unit # 32 2,000 miles @ 3.5 mpg					200.0000	2.40	480.00	
Final Budget	Unit # 33 6,800 miles @ 5.6 mpg					680.0000	2.07	1,407.60	
Final Budget	Unit # 34 11,000 miles @ 7.2 mpg					1,100.0000	2.07	2,277.00	
Final Budget	Unit # 35 2,500 miles @ 10 mpg					250.0000	2.40	600.00	
Final Budget	Unit # 350 380 hours @ 2 gph					380.0000	2.40	912.00	
Final Budget	Unit # 36 6,000 miles @ 7.1 mpg					600.0000	2.40	1,440.00	
Final Budget	Unit # 37 2,000 miles @ 3.5 mpg					200.0000	2.40	480.00	
Final Budget	Unit # 371 400 hours @ 1.2 gph					400.0000	2.40	960.00	
Final Budget	Unit # 38 3,000 miles @ 10 mpg					300.0000	2.07	621.00	
	Final Budget Totals							\$13,370.10	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **55 - Streets Operations**
 Operating Expenses

100-55-55-52 60	Op Exp Equipment Purchase	3,026.52	4,409.85	7,898.16	1,849.83	13,050.00	13,050.00	25,382.00	22,982.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Edger for Sidewalks			2.0000	450.00	900.00		
Final Budget	Edger for Sidewalks - CUT			2.0000	(450.00)	(900.00)		
Final Budget	Leaf Blower / Weed eater / chain saw			1.0000	1,500.00	1,500.00		
Final Budget	Leaf Blower / Weed eater / chain saw - UT			1.0000	(1,500.00)	(1,500.00)		
Final Budget	LED - truck mounted lights - flood / 20k lumens			2.0000	250.00	500.00		
Final Budget	NEW - 55 gallon drum storage cabinet / salt off / asphalt tack			1.0000	3,000.00	3,000.00		
Final Budget	NEW - Air compressor / hose reel / for post driver			1.0000	1,753.00	1,753.00		
Final Budget	NEW - Flammable liquid storage closet - per OSHA			1.0000	1,000.00	1,000.00		
Final Budget	NEW - Honda generator			1.0000	1,979.00	1,979.00		
Final Budget	NEW - Post driver for street signs			1.0000	3,000.00	3,000.00		
Final Budget	NEW - Water pump for stormwater / brine / cemeteries			1.0000	800.00	800.00		
Final Budget	NEW - Wireless headset for traffic control			1.0000	3,500.00	3,500.00		
Final Budget	Replacement phone			2.0000	150.00	300.00		
Final Budget	Replacement radio			1.0000	250.00	250.00		
Final Budget	Skid mounted sprayer for pesticide / herbicide			1.0000	4,900.00	4,900.00		
Final Budget	Undesignated hand/power tools			1.0000	2,000.00	2,000.00		
						Final Budget Totals	\$22,982.00	

100-55-55-52 70	Op Exp Safety	1,358.22	1,892.25	1,324.87	1,464.95	1,594.00	1,594.00	1,594.00	1,594.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Chain saw chaps			2.0000	95.00	190.00		
Final Budget	Chain saw helmet / ear protection / face shield			2.0000	125.00	250.00		
Final Budget	Safety incentive meals - 1 each for 8 employees			8.0000	13.00	104.00		
Final Budget	Safety training - 2 each for 7 employees			14.0000	50.00	700.00		
Final Budget	Vehicle 1st AId kit & fire ext svc - 7 units			7.0000	50.00	350.00		
						Final Budget Totals	\$1,594.00	

100-55-55-52 71	Op Exp Protective Clothing	2,028.89	2,559.19	2,069.94	1,905.12	2,000.00	2,000.00	2,000.00	2,000.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Employee PPE			8.0000	75.00	600.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **55 - Public Works**
 Division **55 - Streets Operations**
Operating Expenses

Final Budget	Safety Boots					8,000.00	175.00	1,400.00	
Final Budget Totals								\$2,000.00	

100-55-55-52 85	Op Exp Departmental Supplies	13,201.73	10,114.57	8,987.25	9,654.83	14,265.00	10,390.00	15,990.00	13,490.00
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Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	48 inch cones / special events / patching / etc				100.0000	50.00	5,000.00		
Final Budget	48 inch cones / special events/ patching - REDUCE				50.0000	(50.00)	(2,500.00)		
Final Budget	Asphalt remover \$22 per gallon (1- 55 gallon drum)				55.0000	22.00	1,210.00		
Final Budget	Asphalt Tack \$8 per gallon				150.0000	8.00	1,200.00		
Final Budget	Barricades type III				6.0000	300.00	1,800.00		
Final Budget	Chain saw blades/ bar oil/ guide bar/ misc parts				1.0000	300.00	300.00		
Final Budget	Hand tools asphalt - shovel / lutes / sprayers				1.0000	800.00	800.00		
Final Budget	Hand tools concrete - float / edger / forms / stakes				1.0000	800.00	800.00		
Final Budget	Hardware items				1.0000	300.00	300.00		
Final Budget	Office items				1.0000	100.00	100.00		
Final Budget	Paint / brush / rollers / curb and gutter yellow				1.0000	400.00	400.00		
Final Budget	Rhomar to coat spreaders / 55 gallon drum				1.0000	1,500.00	1,500.00		
Final Budget	Salt-off / clean trucks and equipment (1 - 55 gallon drum)				1.0000	1,200.00	1,200.00		
Final Budget	Saw blades / walk behind				8.0000	110.00	880.00		
Final Budget	Straw / grass seed / fertilizer / etc				1.0000	500.00	500.00		
Final Budget Totals								\$13,490.00	

100-55-55-52 90	Op Exp Regulatory Signs	11,918.50	12,996.20	15,687.50	19,272.02	33,000.00	33,300.00	43,300.00	43,300.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	NSRR Crossing Maint				3.0000	1,100.00	3,300.00	
Final Budget	Regulatory Signs - New MUTCD reflectivity requirements				1.0000	20,000.00	20,000.00	
Final Budget	Town Limits Signs				1.0000	20,000.00	20,000.00	
Final Budget Totals								\$43,300.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
Operating Expenses									
100-55-55-53 00	Op Exp Insurance and Bonds	1,000.00	(1,000.00)	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Norfolk Southern R R					1.0000	1,000.00	1,000.00	
							Final Budget Totals	\$1,000.00	
100-55-55-53 03	Op Exp Worker's Compensation Insurance	15,544.04	18,427.67	16,769.63	15,125.39	16,610.00	15,138.00	22,402.00	22,402.00
100-55-55-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	.00	300.00	300.00	.00	.00
Operating Expenses Totals		\$287,821.16	\$249,973.48	\$265,077.27	\$401,715.22	\$375,370.00	\$369,884.00	\$391,234.00	\$386,916.00
Debt Service									
100-55-55-57 035	Debt Service FY 09-10 Series 2009A Public Imp	195,312.50	191,562.50	187,734.37	183,437.50	178,594.00	178,594.00	173,594.00	173,594.00
Debt Service Totals		\$195,312.50	\$191,562.50	\$187,734.37	\$183,437.50	\$178,594.00	\$178,594.00	\$173,594.00	\$173,594.00
Capital Outlay									
100-55-55-58 10	Cap Out Sidewalk Repair and Improvements	19,257.13	24,487.00	15,000.00	45,925.00	139,000.00	139,000.00	220,000.00	482,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Allowance for sidewalk repairs					1.0000	40,000.00	40,000.00	
Final Budget	CIP - ADA Transition Plan - HD ramps portion					1.0000	150,000.00	150,000.00	
Final Budget	CIP - ADA Transition Plan - REDUCE					1.0000	(50,000.00)	(50,000.00)	
Final Budget	Handicap ramps - concrete / disposal / forms / dye					20.0000	250.00	5,000.00	
Final Budget	RTP Grant-Mountains to the Sea Downtown					1.0000	312,500.00	312,500.00	
Final Budget	Sidewalk grinding					1.0000	25,000.00	25,000.00	
							Final Budget Totals	\$482,500.00	
100-55-55-58 11	Cap Out Drainage Repair and Improvements	.00	217,431.98	107,600.00	165,836.00	100,000.00	100,000.00	1,100,000.00	100,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Lombard St drainage - storm pipe, design					1.0000	1,000,000.00	1,000,000.00	
Final Budget	Lombard St. drainage - storm pipe, design - CUT					1.0000	(1,000,000.00)	(1,000,000.00)	
Final Budget	Storm Drainage Maintenance & Improvements					1.0000	100,000.00	100,000.00	
							Final Budget Totals	\$100,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 55 - Streets Operations									
Capital Outlay									
100-55-55-58 12	Cap Out Street Repair and Improvements	920,808.98	302,399.09	45,029.86	922,319.96	1,970,000.00	1,970,000.00	1,870,000.00	1,370,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,370,000.00	1,370,000.00	
							Final Budget Totals	\$1,370,000.00	
	<i>Capital Outlay Totals</i>	\$940,066.11	\$544,318.07	\$167,629.86	\$1,134,080.96	\$2,209,000.00	\$2,209,000.00	\$3,190,000.00	\$1,952,500.00
	<i>Miscellaneous</i>								
100-55-55-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	.00	(20,610.00)	(20,610.00)
100-55-55-59 98	Misc Support Services - W/S Fund	(28,187.25)	(30,291.96)	(33,997.92)	(71,214.96)	(47,461.00)	(47,461.00)	(132,078.00)	(132,078.00)
100-55-55-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(11,826.00)	(11,826.00)
100-55-55-59 99	Misc Support Services - Electric Fund	(5,637.45)	(6,057.96)	(6,800.04)	(8,006.04)	(47,461.00)	(47,461.00)	(42,570.00)	(42,570.00)
	<i>Miscellaneous Totals</i>	(\$33,824.70)	(\$36,349.92)	(\$40,797.96)	(\$79,221.00)	(\$94,922.00)	(\$94,922.00)	(\$207,084.00)	(\$207,084.00)
	Division 55 - Streets Operations Totals	\$1,886,755.25	\$1,377,502.42	\$934,171.04	\$2,102,841.03	\$3,207,472.00	\$3,241,884.00	\$4,080,479.00	\$2,863,629.00
	Department 55 - Public Works Totals	\$1,886,755.25	\$1,377,502.42	\$934,171.04	\$2,102,841.03	\$3,207,472.00	\$3,241,884.00	\$4,080,479.00	\$2,863,629.00
	Fund 100 - GF Totals	\$1,886,755.25	\$1,377,502.42	\$934,171.04	\$2,102,841.03	\$3,207,472.00	\$3,241,884.00	\$4,080,479.00	\$2,863,629.00
	Net Grand Totals	\$1,886,755.25	\$1,377,502.42	\$934,171.04	\$2,102,841.03	\$3,207,472.00	\$3,241,884.00	\$4,080,479.00	\$2,863,629.00

**Town of Clayton
 FY 2019-2020
 Budget Proposal
 Department Summary**

**Department: Public Services
 Division: Sanitation**

2019-2020 Major Accomplishments	Related Council Goal
•Reduced # of citizen complaints – 2 years in a row	Think Growth. Think Balance
•Increased bulk waste pickups – up 30% over FY18-19	Think Safe, Clean, Engaged. Think Community
•Contracted All Star to perform loose-leaf collection.	Think Town Finances. Think Responsibility.
•Exceeded delivery goals for new carts for solid waste and recycling	Think Town Finances. Think Responsibility.
•Town staff hauled debris from Durham St site to landfill – All Star Waste is now responsible for hauling leaves from Durham St.	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: Provide Efficient and Effective Solid Waste Services

Goal: Provide Reliable Solid Waste Services

Objective	2019-2020 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Less than one missed pickup per 1000 pickups	Less than 1%	0.17	99%
• Deliver new carts as requested by customers within 48 hours (95%) and no longer than 72 hours (3 working days).	95%	99%	100%

Goal: Provide Reliable Recycling Services

Objective	2019-2020 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Less than one missed pickup per 1000 pickups	Less than 1%	0.10	99%
• Deliver new carts as requested by customers within 48 hours (95%) and no longer than 72 hours (3 working days).	95%	99%	100%

Goal: Provide Reliable Yard Waste and Loose Leaf Services

Objective	2019-2020 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Less than one missed pickup per 1000 pickups for Yard Waste	Less than 1%	0.17	99%
• Less than one missed pickup per 1000 pickups for Loose Leaf collection	Less than 1%	n/a	99%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 59 - Sanitation									
Operating Expenses									
100-55-59-52 43	Op Exp Contracted Yard Waste Disposal	255,710.04	252,458.57	219,590.64	280,839.54	440,233.00	445,913.00	478,095.00	478,095.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	All Star Loose Leaf coll 8,223 accts @ \$1.74/mn					98,676.0000	1.74	171,696.24	
Final Budget	All Star YW coll 8,835 accts @ \$2.89/mn					106,020.0000	2.89	306,397.80	
								Final Budget Totals	\$478,094.04
100-55-59-52 44	Op Exp Clean-Up Activity	27,654.81	26,834.30	3,855.75	1,657.51	4,000.00	5,000.00	5,000.00	5,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Clean-Up activity					1.0000	5,000.00	5,000.00	
								Final Budget Totals	\$5,000.00
100-55-59-53 40	Op Exp Landfill Fees	253,032.27	261,952.28	206,783.24	279,183.59	281,688.00	344,066.00	283,471.00	283,471.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Dumpster Landfill Fees					252.0000	37.00	9,324.00	
Final Budget	Solid Waste Landfill Fees					6,973.0000	37.00	258,001.00	
Final Budget	Yard Waste Landfill Fees					897.0000	18.00	16,146.00	
								Final Budget Totals	\$283,471.00
100-55-59-53 41	Op Exp Contracted Trash Hauling Fees	527,466.29	543,112.02	573,991.62	741,676.35	746,045.00	728,553.00	814,152.00	814,152.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Bulky Waste Item					3,276.0000	24.46	80,130.96	
Final Budget	Commercial Dumpsters					1.0000	28,988.00	28,988.00	
Final Budget	Residential Curbside Solid Waste 8835 Customer/mn @ \$6.65/mn					106,020.0000	6.65	705,033.00	
								Final Budget Totals	\$814,151.96
100-55-59-53 42	Op Exp Contracted Recycling Fees	329,684.37	341,802.67	336,711.59	457,793.90	519,820.00	434,032.00	574,639.00	574,639.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Recycling Processing Costs \$77/ton - \$14/Ton @ 133 Tons/mn					1,594.0000	63.00	100,422.00	
Final Budget	Residential Curbside Recycling 8821/mn @ \$4.48					105,852.0000	4.48	474,216.96	
								Final Budget Totals	\$574,638.96



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 59 - Sanitation									
Operating Expenses									
100-55-59-53 43	Op Exp Contracted Fuel Surcharge	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00	5,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	5,000.00	5,000.00	
								Final Budget Totals	\$5,000.00
100-55-59-53 99	Op Exp Miscellaneous Expense	910.61	289.61	1,881.46	876.30	4,000.00	4,000.00	5,000.00	5,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	3,000.00	3,000.00	
	Final Budget					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$5,000.00
<i>Operating Expenses Totals</i>		\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00
Division 59 - Sanitation Totals		\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00
Department 55 - Public Works Totals		\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00
Fund 100 - GF Totals		\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00
Net Grand Totals		\$1,394,458.39	\$1,426,449.45	\$1,342,814.30	\$1,762,027.19	\$2,000,786.00	\$1,966,564.00	\$2,165,357.00	\$2,165,357.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Public Services
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 95 - Capital Outlay									
Capital Outlay									
100-55-95-58 00	Cap Out Capital Projects	.00	.00	44,992.60	.00	100,000.00	100,000.00	.00	.00
100-55-95-58 20	Cap Out Buiding Improvements	.00	.00	.00	.00	.00	150,000.00	.00	.00
100-55-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	110,000.00	117,714.00	243,000.00	144,000.00

Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	CUT - Positions not added				1.0000	(99,000.00)	(99,000.00)	
Final Budget	NEW - PW Building Tech Position- Ford Transit Van				1.0000	40,000.00	40,000.00	
Final Budget	NEW Eng Construction Project Admin Position - Ford Escape 4x4				1.0000	25,000.00	25,000.00	
Final Budget	NEW Eng Storm Water Engineer - Ford Escape 4x4				1.0000	25,000.00	25,000.00	
Final Budget	NEW Ops Admin Project Coordinator Position - Ford F150 Truck				1.0000	34,000.00	34,000.00	
Final Budget	REPLACEMENT - IN #6 - Ford F150 Crew Cab 4x4 Rank 12 of 17				1.0000	34,000.00	34,000.00	
Final Budget	REPLACEMENT - PW #60 Transit Van Rank 10 of 17				1.0000	40,000.00	40,000.00	
Final Budget	REPLACEMENT - PW #62 F250 Truck Crew Cab 4x4 Rank 16 of 17				1.0000	45,000.00	45,000.00	
Final Budget Totals							\$144,000.00	

100-55-95-58 48	Cap Out Heavy Equipment/Heavy Vehicles	.00	.00	.00	.00	125,000.00	96,000.00	125,000.00	.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	DEFER - SD - CAT mini-ex for stormwater				1.0000	(125,000.00)	(125,000.00)	
Final Budget	SD - CAT mini-ex for stormwater / cemeteries / potholes				1.0000	125,000.00	125,000.00	
Final Budget Totals							\$0.00	

100-55-95-58 50	Cap Out Capital Outlay	116,124.72	132,738.41	113,874.75	287,220.32	130,000.00	137,300.00	231,001.00	134,000.00
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Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
Final Budget	PM - Ride on sprayer pesticide / herbicide				1.0000	15,000.00	15,000.00	
Final Budget	PM - Stand on Toro mower for Town properties				1.0000	10,000.00	10,000.00	
Final Budget	PM- Hustler 60 inch Mower (Cemetery, Road mowing)				1.0000	14,500.00	14,500.00	
Final Budget	PM-Cemetery Dump Trailer				1.0000	8,000.00	8,000.00	
Final Budget	PM-Hustler vacuum system - DEFER				1.0000	(17,000.00)	(17,000.00)	
Final Budget	PM-Hustler vacuum system for mowers				1.0000	17,000.00	17,000.00	
Final Budget	PM-Snow plow blade for F450 unit 661				1.0000	9,000.00	9,000.00	
Final Budget	PM-Ventrac boom mower attachment				1.0000	20,000.00	20,000.00	
Final Budget	PM-Ventrac boom mower attachment - CUT				1.0000	(20,000.00)	(20,000.00)	
Final Budget	PM-Ventrac Sweeper attachment				1.0000	6,000.00	6,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 55 - Public Works									
Division 95 - Capital Outlay									
Capital Outlay									
Final Budget	PM-Ventrac Sweeper attachment - CUT					1.0000	(6,000.00)	(6,000.00)	
Final Budget	ST - 5,000 gallon brine tank, pump, pipe, concrete pad					1.0000	7,000.00	7,000.00	
Final Budget	ST-Brine making machine					1.0000	60,000.00	60,000.00	
Final Budget	ST-Brine making machine - CUT					1.0000	(60,000.00)	(60,000.00)	
Final Budget	ST-Message board					1.0000	19,000.00	19,000.00	
Final Budget	ST-Message board - DEFER					1.0000	(19,000.00)	(19,000.00)	
Final Budget	ST-Snow plow blade for Freightliner					1.0000	11,500.00	11,500.00	
Final Budget	VM - FUEL DISPENSING/MONITORING SYSTEM UPGRADE					1.0000	59,000.00	59,000.00	
	Final Budget Totals							\$134,000.00	
	Capital Outlay Totals	\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$599,001.00	\$278,000.00
Miscellaneous									
100-55-95-59 97	Misc Support Services - General Fund	.00	.00	.00	.00	.00	.00	(15,013.00)	(15,013.00)
100-55-95-59 98	Misc Support Services - W/S Fund	.00	.00	.00	.00	.00	.00	(39,715.00)	(39,715.00)
100-55-95-59 985	Misc Support Services - WWPTF	.00	.00	.00	.00	.00	.00	(9,051.00)	(9,051.00)
100-55-95-59 99	Misc Support Services - Electric Fund	.00	.00	.00	.00	.00	.00	(26,786.00)	(26,786.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$90,565.00)	(\$90,565.00)
Division 95 - Capital Outlay Totals		\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$508,436.00	\$187,435.00
Department 55 - Public Works Totals		\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$508,436.00	\$187,435.00
Fund 100 - GF Totals		\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$508,436.00	\$187,435.00
Net Grand Totals		\$116,124.72	\$132,738.41	\$158,867.35	\$287,220.32	\$465,000.00	\$601,014.00	\$508,436.00	\$187,435.00

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**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Parks and Recreation
Division:**

Parks & Recreation Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$649,932.78	\$689,280.29	\$724,167.50	\$740,717.54	\$958,355.00	\$977,485.00	\$1,039,508.00	\$1,029,508.00
Benefits - Personnel - Benefits	\$153,020.15	\$157,140.21	\$152,710.01	\$166,640.71	\$255,396.00	\$233,295.00	\$291,951.00	\$291,120.00
Contract Serv - Contractual Services	\$171,330.32	\$158,878.69	\$133,427.74	\$123,828.79	\$851,211.00	\$870,413.00	\$185,061.00	\$206,901.00
Op Exp - Operating Expenses	\$324,020.44	\$382,450.27	\$328,622.65	\$373,605.10	\$484,496.00	\$458,071.00	\$985,623.00	\$936,795.00
Prgms - Programs	\$34,341.87	\$37,032.53	\$37,384.77	\$38,699.21	\$41,500.00	\$39,500.00	\$32,500.00	\$52,500.00
Cap Outlay - Capital Outlay	\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00
Fund Total: GF	(\$1,388,564.84)	(\$1,424,781.99)	(\$1,391,312.67)	(\$1,443,491.35)	(\$2,795,925.00)	(\$2,783,731.00)	(\$3,105,044.00)	(\$3,669,523.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$1,388,564.84	\$1,424,781.99	\$1,391,312.67	\$1,443,491.35	\$2,795,925.00	\$2,783,731.00	\$3,105,044.00	\$3,669,523.00
Net Grand Totals:	(\$1,388,564.84)	(\$1,424,781.99)	(\$1,391,312.67)	(\$1,443,491.35)	(\$2,795,925.00)	(\$2,783,731.00)	(\$3,105,044.00)	(\$3,669,523.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Parks & Recreational Services
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
•Completed revision of Parks and Recreation Master Plan and lead community education efforts that resulted in the passage of the Parks and Recreation Bond	Think Safe, Clean, Engaged. Think Community
•Structured department as a pyramid creating logical progression and foundations for a succession plan	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: To provide quality and diverse recreation opportunities

Goal: Goal 3: Provide affordable, fun and safe leisure experiences opportunities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Complete planning of bond projects to 30%	30%		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-60-02-50 00	Salaries Full-time	177,684.52	176,305.86	183,690.57	186,210.37	247,194.00	247,899.00	237,657.00	237,657.00
100-60-02-50 02	Salaries Part-time	52,355.37	51,472.48	44,432.39	54,451.10	76,545.00	98,653.00	101,049.00	101,049.00
100-60-02-50 04	Salaries Overtime	.00	.00	.00	256.41	210.00	1,772.00	.00	.00
<i>Personnel - Salaries Totals</i>		\$230,039.89	\$227,778.34	\$228,122.96	\$240,917.88	\$323,949.00	\$348,324.00	\$338,706.00	\$338,706.00
<i>Personnel - Benefits</i>									
100-60-02-51 00	Benefits Longevity	2,900.00	3,100.00	2,850.00	1,050.00	1,750.00	1,250.00	2,150.00	2,150.00
100-60-02-51 10	Benefits FICA	16,880.04	17,255.56	17,408.87	18,101.34	24,051.00	26,480.00	26,076.00	26,076.00
100-60-02-51 11	Benefits Group Insurance - Health	23,399.70	20,488.78	16,390.10	19,796.60	28,903.00	28,616.00	30,164.00	30,164.00
100-60-02-51 15	Benefits Life Insurance	863.43	869.24	1,119.33	694.33	797.00	822.00	1,226.00	1,226.00
100-60-02-51 20	Benefits Retirement - General Employees	12,049.99	12,902.43	13,886.39	14,602.59	22,172.00	22,476.00	24,264.00	24,241.00
100-60-02-51 30	Benefits 401K - General Employees	7,223.40	7,170.92	7,454.37	7,490.43	9,923.00	10,034.00	9,591.00	9,591.00
<i>Personnel - Benefits Totals</i>		\$63,316.56	\$61,786.93	\$59,109.06	\$61,735.29	\$87,596.00	\$89,678.00	\$93,471.00	\$93,448.00
<i>Contractual Services</i>									
100-60-02-56 00	Cont Serv Professional Services	23,734.75	32,337.34	8,150.00	13,050.00	730,000.00	730,000.00	30,000.00	30,000.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	Undesignated professional services		1.0000	30,000.00	30,000.00	
					Final Budget Totals	\$30,000.00

100-60-02-56 10	Cont Serv Contracts and Agreements	3,287.35	4,031.51	3,800.61	4,027.16	5,500.00	4,000.00	7,300.00	.00
100-60-02-56 11	Cont Serv Contract Services	.00	10,543.47	22,068.53	.00	.00	.00	.00	29,140.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	Concert Series Talent		5.0000	3,500.00	17,500.00	
Final Budget	Concert Series Talent - REDUCE		2.0000	(3,500.00)	(7,000.00)	
Final Budget	Port -o- Johns various events		1.0000	6,040.00	6,040.00	
Final Budget	Port -o- Johns various events - REDUCE		1.0000	(2,200.00)	(2,200.00)	
Final Budget	RECDESK annual fee (registration software)		1.0000	7,300.00	7,300.00	
Final Budget	Town Square Concert Stage & Sound		5.0000	2,500.00	12,500.00	
Final Budget	Town Square Concert Stage & Sound - REDUCE		2.0000	(2,500.00)	(5,000.00)	
Final Budget	Tree Lighting Stage & Sound		1.0000	2,000.00	2,000.00	
Final Budget	Tree Lighting Stage & Sound - CUT		1.0000	(2,000.00)	(2,000.00)	
Final Budget	Tree Lighting Wine on Main Sound		1.0000	500.00	500.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **60 - Parks & Recreational Services**
 Division **02 - Administration**
 Operating Expenses

100-60-02-52 26	Op Exp Professional Development	2,285.65	2,513.73	1,828.12	1,781.81	6,865.00	6,865.00	6,865.00	4,940.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Director's Conf.			1.0000	125.00	125.00			
Final Budget	NCRPA Conf - REDUCE			1.0000	(725.00)	(725.00)			
Final Budget	NCRPA Conf.- Scott and Matt			2.0000	725.00	1,450.00			
Final Budget	NRPA Conference			1.0000	1,200.00	1,200.00			
Final Budget	NRPA Conference - CUT			1.0000	(1,200.00)	(1,200.00)			
Final Budget	NRPA Directors School - Matt (Year 2 of 2)			1.0000	3,500.00	3,500.00			
Final Budget	Region Workshops--NCRPA-Matt and Scott			1.0000	350.00	350.00			
Final Budget	RRS Teleconferences--Matt and Scott			6.0000	40.00	240.00			
Final Budget Totals							\$4,940.00		

100-60-02-52 36	Op Exp Maint and Repair - Vehicles	731.97	276.49	232.76	35.37	1,200.00	500.00	500.00	500.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Annual main and repair			1.0000	500.00	500.00			
Final Budget Totals							\$500.00		

100-60-02-52 37	Op Exp Maint and Repair - Buildings	.00	.00	.00	87.56	.00	.00	.00	.00
100-60-02-52 52	Op Exp Fuel	214.78	168.87	125.75	162.69	300.00	300.00	.00	.00
100-60-02-52 60	Op Exp Equipment Purchase	683.48	160.10	2,410.99	3,509.44	1,990.00	1,990.00	24,480.00	25,480.00

Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	32 Chair and Cart combo (for rentals and classes)			1.0000	1,500.00	1,500.00			
Final Budget	New 6' tables -Skinny (for rentals)			6.0000	120.00	720.00			
Final Budget	New Cell Phones			3.0000	100.00	300.00			
Final Budget	Outdoor Games tables (table tennis & Foosball)			2.0000	4,500.00	9,000.00			
Final Budget	Portable message boards			3.0000	80.00	240.00			
Final Budget	Replacement 6' tables (rentals)			6.0000	120.00	720.00			
Final Budget	Replacement Camera - Canon T7i with lens			1.0000	1,000.00	1,000.00			
Final Budget	Replacement Ellipticals			2.0000	3,500.00	7,000.00			
Final Budget	Replacement Recumbant bicycles			2.0000	2,500.00	5,000.00			
Final Budget Totals							\$25,480.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
Operating Expenses									
100-60-02-52 62	Op Exp Dues and Subscriptions	1,050.00	1,185.00	1,700.00	1,550.00	1,600.00	2,200.00	2,250.00	2,250.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	450.00		450.00
	Final Budget					1.0000	700.00		700.00
	Final Budget					12.0000	50.00		600.00
	Final Budget					1.0000	500.00		500.00
									Final Budget Totals
									\$2,250.00
100-60-02-52 70	Op Exp Safety	.00	68.00	.00	137.40	1,170.00	1,170.00	620.00	620.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					2.0000	30.00		60.00
	Final Budget					1.0000	60.00		60.00
	Final Budget					2.0000	250.00		500.00
									Final Budget Totals
									\$620.00
100-60-02-52 85	Op Exp Departmental Supplies	12,921.42	9,364.11	11,915.86	11,615.57	5,550.00	5,550.00	6,050.00	6,530.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					5.0000	30.00		150.00
	Final Budget					1.0000	150.00		150.00
	Final Budget					3.0000	250.00		750.00
	Final Budget					1.0000	750.00		750.00
	Final Budget					1.0000	3,500.00		3,500.00
	Final Budget					15.0000	50.00		750.00
	Final Budget					12.0000	40.00		480.00
									Final Budget Totals
									\$6,530.00
100-60-02-53 03	Op Exp Worker's Compensation Insurance	4,303.89	6,229.19	3,340.83	2,800.24	3,682.00	3,354.00	7,109.00	7,109.00
	<i>Operating Expenses Totals</i>	\$26,711.08	\$23,917.44	\$25,656.42	\$25,803.05	\$49,827.00	\$48,743.00	\$64,784.00	\$64,879.00
<i>Programs</i>									
100-60-02-54 15	Programs Special Events	.00	.00	.00	.00	.00	.00	.00	20,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	800.00		800.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
Programs									
Final Budget	Clayton Road Race					1.0000	6,000.00	6,000.00	
Final Budget	Easter Egg hunt					1.0000	2,000.00	2,000.00	
Final Budget	Hayride Supplies					1.0000	500.00	500.00	
Final Budget	Hayride Tractor Trailer Rental					1.0000	500.00	500.00	
Final Budget	July 4th Fireworks					1.0000	24,000.00	24,000.00	
Final Budget	July 4th Fireworks - REDUCE					1.0000	(14,000.00)	(14,000.00)	
Final Budget	Touch A Truck					1.0000	200.00	200.00	
							Final Budget Totals	\$20,000.00	
<i>Programs Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
Sub Department 50 - Community Center									
Contractual Services									
100-60-02-50-56 10	Cont Serv Contracts and Agreements	8,185.72	8,004.08	7,438.82	5,895.16	18,962.00	18,962.00	.00	.00
100-60-02-50-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	20,990.00	20,990.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Access control - Brady					1.0000	2,550.00	2,550.00	
Final Budget	Burglar Alarm - Brady					12.0000	30.00	360.00	
Final Budget	Chiller water/testing					1.0000	500.00	500.00	
Final Budget	Elevator PM and annual inspection svc					12.0000	185.00	2,220.00	
Final Budget	Fire Extinguisher service					1.0000	120.00	120.00	
Final Budget	HVAC/Boiler/Pumps/Chiller PM					2.0000	1,000.00	2,000.00	
Final Budget	Manlift inspection					1.0000	150.00	150.00	
Final Budget	Mats - weekly service - 6 total					52.0000	39.00	2,028.00	
Final Budget	NC Dept of Labor Boiler inspection					1.0000	45.00	45.00	
Final Budget	Once per 5 year inspection / Sprinkler / Life Safety					1.0000	895.00	895.00	
Final Budget	Simplex - fire alarm per Tony Atkinson per 6 month					1.0000	2,613.00	2,613.00	
Final Budget	Termite contract					1.0000	4,995.00	4,995.00	
Final Budget	Video Surveillance - Brady					1.0000	1,494.00	1,494.00	
Final Budget	Wood Pest Control / monthly					12.0000	85.00	1,020.00	
							Final Budget Totals	\$20,990.00	
<i>Contractual Services Totals</i>		\$8,185.72	\$8,004.08	\$7,438.82	\$5,895.16	\$18,962.00	\$18,962.00	\$20,990.00	\$20,990.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 02 - Administration									
Sub Department 50 - Community Center									
Operating Expenses									
100-60-02-50-52 10	Op Exp Utility Exp - Town Electricity	49,161.50	54,279.59	56,101.68	56,859.89	53,196.00	53,196.00	54,792.00	53,196.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	53,196.00	53,196.00	
								<u>53,196.00</u>	
							Final Budget Totals	\$53,196.00	
100-60-02-50-52 11	Op Exp Utility Exp - Town W/S	2,250.64	2,092.59	2,604.36	3,318.08	7,900.00	3,000.00	8,817.00	8,817.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	668.00	8,016.00	
	Final Budget					1.0000	801.00	801.00	
								<u>8,817.00</u>	
							Final Budget Totals	\$8,817.00	
100-60-02-50-52 12	Op Exp Utility Exp - Other	5,821.35	6,222.58	8,682.50	7,188.98	7,020.00	7,020.00	7,020.00	7,020.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	563.00	6,756.00	
	Final Budget					12.0000	22.00	264.00	
								<u>7,020.00</u>	
							Final Budget Totals	\$7,020.00	
100-60-02-50-52 15	Op Exp Telephone Exp - Buildings	573.07	98.46	.00	.00	.00	.00	.00	.00
100-60-02-50-52 37	Op Exp Maint and Repair - Buildings	11,906.80	27,789.51	23,129.18	51,831.44	60,000.00	60,000.00	354,633.00	309,321.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	18,000.00	18,000.00	
	Final Budget					1.0000	15,000.00	15,000.00	
	Final Budget					1.0000	45,312.00	45,312.00	
	Final Budget					1.0000	(45,312.00)	(45,312.00)	
	Final Budget					1.0000	5,232.00	5,232.00	
	Final Budget					1.0000	14,000.00	14,000.00	
	Final Budget					1.0000	8,800.00	8,800.00	
	Final Budget					1.0000	15,000.00	15,000.00	
	Final Budget					1.0000	50,000.00	50,000.00	
	Final Budget					1.0000	10,610.00	10,610.00	
	Final Budget					1.0000	15,000.00	15,000.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	02 - Administration								
Sub Department	50 - Community Center								
<i>Operating Expenses</i>									
Final Budget	CCC - Install 2 big as fans outside - no electric included					1.0000	16,645.00	16,645.00	
Final Budget	CCC - Install closet under lobby stairs					1.0000	10,280.00	10,280.00	
Final Budget	CCC - Install drinking fountain new upstairs					1.0000	1,500.00	1,500.00	
Final Budget	CCC - LED lights @ bathrooms					2.0000	800.00	1,600.00	
Final Budget	CCC - power wash roof / bldg					1.0000	7,310.00	7,310.00	
Final Budget	CCC - Remove accordion divider fitness room / sheetrock					1.0000	7,250.00	7,250.00	
Final Budget	CCC - Repair windows - quoted price					1.0000	9,500.00	9,500.00	
Final Budget	CCC - replace walking track - Clearscapes price					1.0000	50,000.00	50,000.00	
Final Budget	CCC - Sand / seal / line basketball court					1.0000	23,494.00	23,494.00	
Final Budget	CCC - Sheetrock repairs / paint / misc					1.0000	5,000.00	5,000.00	
Final Budget	CCC - Wax / coat floors					1.0000	5,000.00	5,000.00	
Final Budget	CCC - Window tint / repair - trend multiple breaks / year					1.0000	1,600.00	1,600.00	
Final Budget	Contingency					1.0000	18,500.00	18,500.00	
							Final Budget Totals	\$309,321.00	
100-60-02-50-52 38	Op Exp Maint and Repair - Grounds	12,626.18	395.79	.00	4,417.00	3,150.00	3,150.00	10,511.00	10,511.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Exterior lights					10.0000	215.00	2,150.00	
Final Budget	Mulch / flowers / tree replacement CCC					1.0000	1,000.00	1,000.00	
Final Budget	Sealcoat and stripe parking lot					1.0000	7,361.00	7,361.00	
							Final Budget Totals	\$10,511.00	
100-60-02-50-52 85	Op Exp Departmental Supplies	4,264.75	3,290.77	2,041.83	3,259.02	3,720.00	3,720.00	4,720.00	4,720.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Filters / HVAC - 40 filters every 4 months (16 x 25 x 2)					120.0000	6.00	720.00	
Final Budget	Light bulbs/ ballasts					1.0000	300.00	300.00	
Final Budget	Misc supplies - lysol / wipes / etc					1.0000	200.00	200.00	
Final Budget	Paper towels/ toilet paper/ hand towels/ tissues/etc					1.0000	3,500.00	3,500.00	
							Final Budget Totals	\$4,720.00	
<i>Operating Expenses Totals</i>		\$86,604.29	\$94,169.29	\$92,559.55	\$126,874.41	\$134,986.00	\$130,086.00	\$440,493.00	\$393,585.00
Sub Department	50 - Community Center Totals	\$94,790.01	\$102,173.37	\$99,998.37	\$132,769.57	\$153,948.00	\$149,048.00	\$461,483.00	\$414,575.00
Division	02 - Administration Totals	\$446,345.66	\$465,854.59	\$448,047.29	\$479,688.95	\$1,352,236.00	\$1,371,209.00	\$997,160.00	\$992,164.00
Department	60 - Parks & Recreational Services Totals	\$446,345.66	\$465,854.59	\$448,047.29	\$479,688.95	\$1,352,236.00	\$1,371,209.00	\$997,160.00	\$992,164.00



Detail Expenditure Budget - General Fund

Budget Year 2021

<u>G/L Account</u>	<u>Account Description</u>	<u>2016 Actual Amount</u>	<u>2017 Actual Amount</u>	<u>2018 Actual Amount</u>	<u>2019 Actual Amount</u>	<u>2020 Estimated Amount</u>	<u>2020 Amended Budget</u>	<u>2021 Departmental Request</u>	<u>2021 Final Budget</u>
Fund	100 - GF Totals	\$446,345.66	\$465,854.59	\$448,047.29	\$479,688.95	\$1,352,236.00	\$1,371,209.00	\$997,160.00	\$992,164.00
	Net Grand Totals	\$446,345.66	\$465,854.59	\$448,047.29	\$479,688.95	\$1,352,236.00	\$1,371,209.00	\$997,160.00	\$992,164.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Parks & Recreational Services
Division: Adult Athletics**

2019-2020 Major Accomplishments	Related Council Goal
• Increase in Adult Softball Teams in Spring and Fall	Think Safe, Clean, Engaged. Think Community
• Increase in Adult Summer Basketball Teams	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: To provide quality and diverse recreation opportunities

Goal: Provide adults with physical, artistic and recreational opportunities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Retain 75% of adult athletic teams from 2019 in 2020	75%	74%	77%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	71 - Adult Athletics								
	<i>Personnel - Salaries</i>								
100-60-71-50 00	Salaries Full-time	.00	.00	13.50	.00	300.00	.00	.00	.00
100-60-71-50 02	Salaries Part-time	1,561.12	1,877.19	3,577.58	4,546.43	5,341.00	10,563.00	7,098.00	7,098.00
	<i>Personnel - Salaries Totals</i>	<u>\$1,561.12</u>	<u>\$1,877.19</u>	<u>\$3,591.08</u>	<u>\$4,546.43</u>	<u>\$5,641.00</u>	<u>\$10,563.00</u>	<u>\$7,098.00</u>	<u>\$7,098.00</u>
	<i>Personnel - Benefits</i>								
100-60-71-51 10	Benefits FICA	121.77	143.58	274.73	347.71	816.00	807.00	542.00	542.00
	<i>Personnel - Benefits Totals</i>	<u>\$121.77</u>	<u>\$143.58</u>	<u>\$274.73</u>	<u>\$347.71</u>	<u>\$816.00</u>	<u>\$807.00</u>	<u>\$542.00</u>	<u>\$542.00</u>
	<i>Contractual Services</i>								
100-60-71-56 11	Cont Serv Contract Services	10,454.00	10,764.00	13,601.00	15,038.93	16,000.00	20,802.00	16,092.00	16,092.00
	<i>Budget Transactions</i>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					54.0000	58.00	3,132.00	
	Final Budget					118.0000	70.00	8,260.00	
	Final Budget					94.0000	50.00	4,700.00	
						<i>Final Budget Totals</i>		<u>\$16,092.00</u>	
	<i>Contractual Services Totals</i>	<u>\$10,454.00</u>	<u>\$10,764.00</u>	<u>\$13,601.00</u>	<u>\$15,038.93</u>	<u>\$16,000.00</u>	<u>\$20,802.00</u>	<u>\$16,092.00</u>	<u>\$16,092.00</u>
	<i>Operating Expenses</i>								
100-60-71-52 70	Op Exp Safety	.00	.00	.00	2,798.25	.00	.00	.00	.00
100-60-71-52 85	Op Exp Departmental Supplies	471.96	568.40	452.60	1,214.20	1,250.00	3,250.00	3,250.00	3,250.00
	<i>Budget Transactions</i>								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,250.00	1,250.00	
	Final Budget					1.0000	2,000.00	2,000.00	
						<i>Final Budget Totals</i>		<u>\$3,250.00</u>	
100-60-71-53 03	Op Exp Worker's Compensation Insurance	43.45	64.94	70.33	63.30	173.00	157.00	234.00	234.00
	<i>Operating Expenses Totals</i>	<u>\$515.41</u>	<u>\$633.34</u>	<u>\$522.93</u>	<u>\$4,075.75</u>	<u>\$1,423.00</u>	<u>\$3,407.00</u>	<u>\$3,484.00</u>	<u>\$3,484.00</u>
	Division 71 - Adult Athletics Totals	<u>\$12,652.30</u>	<u>\$13,418.11</u>	<u>\$17,989.74</u>	<u>\$24,008.82</u>	<u>\$23,880.00</u>	<u>\$35,579.00</u>	<u>\$27,216.00</u>	<u>\$27,216.00</u>
	Department 60 - Parks & Recreational Services Totals	<u>\$12,652.30</u>	<u>\$13,418.11</u>	<u>\$17,989.74</u>	<u>\$24,008.82</u>	<u>\$23,880.00</u>	<u>\$35,579.00</u>	<u>\$27,216.00</u>	<u>\$27,216.00</u>
	Fund 100 - GF Totals	<u>\$12,652.30</u>	<u>\$13,418.11</u>	<u>\$17,989.74</u>	<u>\$24,008.82</u>	<u>\$23,880.00</u>	<u>\$35,579.00</u>	<u>\$27,216.00</u>	<u>\$27,216.00</u>
	Net Grand Totals	<u>\$12,652.30</u>	<u>\$13,418.11</u>	<u>\$17,989.74</u>	<u>\$24,008.82</u>	<u>\$23,880.00</u>	<u>\$35,579.00</u>	<u>\$27,216.00</u>	<u>\$27,216.00</u>

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Parks & Recreational Services
Division: Youth Athletics**

2019-2020 Major Accomplishments	Related Council Goal
•Overhaul of Youth Athletic Coaching Background Checks and Trainings	Think Safe, Clean, Engaged. Think Community
•Increase in Youth Volleyball Numbers	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: To provide quality and diverse recreation opportunities

Goal: Operate Instructional and Fun Youth Programs and Athletic Leagues

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Participation Growth Rate exceeds the Growth rate of the Town year to year <i>(This is a new goal and that's why there is no data)</i>	NA	NA	NA

Goal: Goal 1: Operate Instructional and Fun Youth Programs and Athletic Leagues

Goal 2: Provide Adults with Physical, Artistic and Recreation

Goal 3: Provide affordable, fun and safe leisure experiences opportunities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• 70% of all athletic fields are being utilized for scheduled programming during peak available hours* per month	70%	68.75%	48.75%
• Increase Rentals by at Least 10% From Pervious Year	10%	NA	NA



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	70 - Youth Athletics								
	<i>Personnel - Salaries</i>								
100-60-70-50 00	Salaries Full-time	68,587.91	91,726.52	96,656.17	99,419.15	108,176.00	107,280.00	104,865.00	104,865.00
100-60-70-50 02	Salaries Part-time	41,187.06	42,376.69	42,864.87	37,648.85	56,188.00	46,115.00	44,876.00	44,876.00
100-60-70-50 04	Salaries Overtime	.00	.00	.00	294.86	2,225.00	859.00	.00	.00
	<i>Personnel - Salaries Totals</i>	\$109,774.97	\$134,103.21	\$139,521.04	\$137,362.86	\$166,589.00	\$154,254.00	\$149,741.00	\$149,741.00
	<i>Personnel - Benefits</i>								
100-60-70-51 00	Benefits Longevity	550.00	750.00	950.00	1,100.00	1,300.00	1,000.00	1,700.00	1,700.00
100-60-70-51 10	Benefits FICA	8,277.76	10,197.10	10,207.81	9,938.94	12,445.00	11,875.00	11,583.00	11,583.00
100-60-70-51 11	Benefits Group Insurance - Health	12,819.27	13,983.05	10,501.08	14,512.70	14,903.00	15,240.00	15,532.00	15,532.00
100-60-70-51 15	Benefits Life Insurance	425.48	537.91	587.86	425.66	337.00	272.00	525.00	525.00
100-60-70-51 20	Benefits Retirement - General Employees	4,656.53	6,718.63	7,293.09	7,800.76	9,676.00	9,733.00	10,707.00	10,696.00
100-60-70-51 30	Benefits 401K - General Employees	2,763.58	3,697.11	3,892.36	4,026.46	4,353.00	4,366.00	4,263.00	4,263.00
	<i>Personnel - Benefits Totals</i>	\$29,492.62	\$35,883.80	\$33,432.20	\$37,804.52	\$43,014.00	\$42,486.00	\$44,310.00	\$44,299.00
	<i>Contractual Services</i>								
100-60-70-56 10	Cont Serv Contracts and Agreements	.00	243.42	.00	.00	.00	.00	.00	.00
100-60-70-56 11	Cont Serv Contract Services	27,959.00	29,966.00	39,603.00	38,726.07	41,488.00	41,488.00	35,028.00	35,028.00
	<i>Contractual Services Totals</i>	\$27,959.00	\$30,209.42	\$39,603.00	\$38,726.07	\$41,488.00	\$41,488.00	\$35,028.00	\$35,028.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Final Budget	Assist Basketball Clinics, Camps, & Training(Players&Coaches)	1.0000	1,500.00	1,500.00
Final Budget	Concession Health Inspections	1.0000	75.00	75.00
Final Budget	County Usage fee (gyms)	1.0000	500.00	500.00
Final Budget	Officials - Girls Softball Officials	60.0000	82.00	4,920.00
Final Budget	Officials - Baseball 13-15	27.0000	100.00	2,700.00
Final Budget	Officials - Baseball 7-8 Coach Pitch	35.0000	37.50	1,313.00
Final Budget	Officials - Baseball 9-10 and 11-12	68.0000	75.00	5,100.00
Final Budget	Officials - Basketball	290.0000	50.00	14,500.00
Final Budget	Officials - Basketball (7-8 COED League)	64.0000	30.00	1,920.00
Final Budget	Pest Control/Inspections @ CCP	10.0000	50.00	500.00
Final Budget	Quickscores website(scores and schedules)	1.0000	2,000.00	2,000.00
	Final Budget Totals			\$35,028.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	70 - Youth Athletics								
	Operating Expenses								
100-60-70-52 10	Op Exp Utility Exp - Town Electricity	27,864.11	27,695.89	28,819.08	28,824.09	28,800.00	28,800.00	28,800.00	28,800.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	2,400.00		28,800.00
									Final Budget Totals
									\$28,800.00
100-60-70-52 11	Op Exp Utility Exp - Town W/S	13,291.56	11,381.09	7,157.59	7,593.26	26,500.00	10,800.00	23,410.00	23,410.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	284.92		284.92
	Final Budget					1.0000	262.10		262.10
	Final Budget					1.0000	1,396.46		1,396.46
	Final Budget					1.0000	5,335.20		5,335.20
	Final Budget					1.0000	424.80		424.80
	Final Budget					1.0000	847.58		847.58
	Final Budget					1.0000	10,752.43		10,752.43
	Final Budget					1.0000	1,143.10		1,143.10
	Final Budget					1.0000	2,963.27		2,963.27
									Final Budget Totals
									\$23,409.86
100-60-70-52 16	Op Exp Telephone Exp - Mobile	1,150.15	1,271.94	1,275.12	1,347.42	1,080.00	964.00	1,620.00	1,620.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					12.0000	45.00		540.00
	Final Budget					12.0000	45.00		540.00
	Final Budget					12.0000	45.00		540.00
									Final Budget Totals
									\$1,620.00
100-60-70-52 26	Op Exp Professional Development	10.00	655.08	587.73	1,057.47	1,700.00	3,500.00	4,000.00	2,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					2.0000	500.00		1,000.00
	Final Budget					3.0000	750.00		2,250.00
	Final Budget					2.0000	(750.00)		(1,500.00)
	Final Budget					15.0000	50.00		750.00
									Final Budget Totals
									\$2,500.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 70 - Youth Athletics									
Operating Expenses									
100-60-70-52 27	Op Exp Local Mileage	.00	.00	.00	.00	60.00	60.00	60.00	60.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Local mileage					1.0000	60.00	60.00	
								Final Budget Totals	\$60.00
100-60-70-52 38	Op Exp Maint and Repair - Grounds	25.99	2,815.00	.00	.00	.00	.00	.00	.00
100-60-70-52 60	Op Exp Equipment Purchase	(300.00)	4,361.06	4,968.43	5,868.43	6,280.00	11,900.00	11,900.00	11,900.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Bison Volleyball Net System					1.0000	4,000.00	4,000.00	
Final Budget	Cell Phone - J Bradley					1.0000	100.00	100.00	
Final Budget	Cell Phone - N Rummage					1.0000	100.00	100.00	
Final Budget	Cell Phone - New Request					1.0000	100.00	100.00	
Final Budget	Kwik Goal European Club Soccer Goal 7'x21'					2.0000	3,800.00	7,600.00	
								Final Budget Totals	\$11,900.00
100-60-70-52 62	Op Exp Dues and Subscriptions	2,315.00	2,300.00	2,210.00	2,550.00	6,000.00	3,890.00	11,310.00	11,310.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Coaches Background Checks/Trainings					250.0000	31.00	7,750.00	
Final Budget	Dues for JCAA Basketball					4.0000	25.00	100.00	
Final Budget	Dues for JCAA Spring Softball					8.0000	95.00	760.00	
Final Budget	Dues for JCAA Volleyball					18.0000	150.00	2,700.00	
								Final Budget Totals	\$11,310.00
100-60-70-52 70	Op Exp Safety	2,740.96	263.77	261.77	292.56	300.00	300.00	300.00	300.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	First Aid Kits/Supplies					1.0000	150.00	150.00	
Final Budget	Ice Packs					1.0000	150.00	150.00	
								Final Budget Totals	\$300.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 70 - Youth Athletics									
Operating Expenses									
100-60-70-52 85	Op Exp Departmental Supplies	36,760.26	36,511.38	33,819.21	38,706.67	44,771.00	44,771.00	40,646.00	40,646.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Baseball/Softball Hitting Nets					4.0000	400.00	1,600.00	
Final Budget	Baseball/Softball L-Screens					4.0000	350.00	1,400.00	
Final Budget	Baseball/Softball Pitching Rubbers					5.0000	150.00	750.00	
Final Budget	Bases					5.0000	275.00	1,375.00	
Final Budget	Basketball Storage Bins					2.0000	500.00	1,000.00	
Final Budget	CCP Ballfield Backstop Padding 3'x18'					3.0000	600.00	1,800.00	
Final Budget	ECCP Ballfield Backstop Padding 2'x30'					1.0000	700.00	700.00	
Final Budget	Steel Toe Shoes					1.0000	175.00	175.00	
Final Budget	Team Benches					2.0000	300.00	600.00	
Final Budget	Uniforms - Basketball					800.0000	13.12	10,496.00	
Final Budget	Uniforms - Fall Sports					500.0000	10.00	5,000.00	
Final Budget	Uniforms - Spring Sports					625.0000	12.00	7,500.00	
Final Budget	Uniforms/Staff Shirts - Full Time					3.0000	500.00	1,500.00	
Final Budget	Uniforms/Staff Shirts - Part Time Shirts					1.0000	250.00	250.00	
Final Budget	Youth Athletic Equipment					1.0000	6,500.00	6,500.00	
							Final Budget Totals	\$40,646.00	
100-60-70-53 03	Op Exp Worker's Compensation Insurance	1,942.14	2,771.07	2,781.93	2,190.45	2,526.00	2,302.00	5,000.00	5,000.00
	<i>Operating Expenses Totals</i>	\$85,800.17	\$90,026.28	\$81,880.86	\$88,430.35	\$118,017.00	\$107,287.00	\$127,046.00	\$125,546.00
	Division 70 - Youth Athletics Totals	\$253,026.76	\$290,222.71	\$294,437.10	\$302,323.80	\$369,108.00	\$345,515.00	\$356,125.00	\$354,614.00
Department 60 - Parks & Recreational Services Totals		\$253,026.76	\$290,222.71	\$294,437.10	\$302,323.80	\$369,108.00	\$345,515.00	\$356,125.00	\$354,614.00
Fund 100 - GF Totals		\$253,026.76	\$290,222.71	\$294,437.10	\$302,323.80	\$369,108.00	\$345,515.00	\$356,125.00	\$354,614.00
	Net Grand Totals	\$253,026.76	\$290,222.71	\$294,437.10	\$302,323.80	\$369,108.00	\$345,515.00	\$356,125.00	\$354,614.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Parks & Recreational Services
Division: Programs and Classes**

2019-2020 Major Accomplishments	Related Council Goal
• Added an Additional Programming Position	Think Growth. Think Balance
• Increased the number of Special Pops programs	Think Growth. Think Balance
• Increased the number of Senior programs	Think Growth. Think Balance
• Increased the number of participants in teen programs	Think Growth. Think Balance
• Increased the number of Pre-School programs	Think Growth. Think Balance

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020- 2021	Related Council Goal
Program or Service Change	• Summer Camp Fee increase	Increased Revenue	Think Economic Development. Think Prosperity
Program or Service Change	• Increased # of Senior and Special pops programs	Increased Revenue and Expenses	Think Growth. Think Balance
Program or Service Change	• Additional Staff Training	Increased Expense and Revenue	Think Growth. Think Balance

Performance Measures

Mission Statement: Operate Instructional and Fun Youth Programs and Athletic Leagues

Goal 1: Provide affordable, fun and safe leisure experiences opportunities

Goal 2: Provide Adults with both Physical and Artistic Recreation

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• 80% of scheduled classes run	80%	83%	77%
• 15% of total Programs will be scheduled for seniors	25%	23%	26%
• Participation Growth Rate exceeds the Growth rate of the Town year to year (This is a new goal and that's why there is no data)	N/A	N/A	N/A



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																																																		
Fund 100 - GF																																																											
Department 60 - Parks & Recreational Services																																																											
Division 73 - Programs and Classes																																																											
<i>Personnel - Salaries</i>																																																											
100-60-73-50 00	Salaries Full-time	44,459.80	46,843.84	49,845.06	43,114.74	90,524.00	85,033.00	86,302.00	86,302.00																																																		
100-60-73-50 02	Salaries Part-time	156,047.66	170,986.76	183,641.90	198,227.46	158,831.00	209,848.00	174,967.00	174,967.00																																																		
100-60-73-50 04	Salaries Overtime	.00	63.38	.00	218.15	519.00	1,933.00	.00	.00																																																		
<i>Personnel - Salaries Totals</i>		\$200,507.46	\$217,893.98	\$233,486.96	\$241,560.35	\$249,874.00	\$296,814.00	\$261,269.00	\$261,269.00																																																		
<i>Personnel - Benefits</i>																																																											
100-60-73-51 00	Benefits Longevity	200.00	250.00	350.00	450.00	200.00	550.00	100.00	100.00																																																		
100-60-73-51 10	Benefits FICA	15,035.99	16,512.00	17,693.89	18,255.82	19,323.00	22,745.00	19,993.00	19,993.00																																																		
100-60-73-51 11	Benefits Group Insurance - Health	8,110.88	7,040.60	4,862.96	5,994.21	13,432.00	12,384.00	14,632.00	14,632.00																																																		
100-60-73-51 15	Benefits Life Insurance	273.47	267.07	287.56	193.52	189.00	342.00	294.00	294.00																																																		
100-60-73-51 20	Benefits Retirement - General Employees	3,014.69	3,335.73	3,566.46	3,272.25	7,771.00	7,830.00	8,812.00	8,804.00																																																		
100-60-73-51 30	Benefits 401K - General Employees	1,782.31	1,829.60	1,897.93	1,685.82	5,481.00	3,499.00	3,456.00	3,456.00																																																		
<i>Personnel - Benefits Totals</i>		\$28,417.34	\$29,235.00	\$28,658.80	\$29,851.62	\$46,396.00	\$47,350.00	\$47,287.00	\$47,279.00																																																		
<i>Contractual Services</i>																																																											
100-60-73-56 10	Cont Serv Contracts and Agreements	1,024.80	1,177.60	669.60	1,680.00	1,680.00	1,680.00	17,640.00	.00																																																		
100-60-73-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	.00	17,640.00																																																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Champions in Motion Contract (monthly percentage)</td> <td colspan="2"></td> <td>12.0000</td> <td>1,470.00</td> <td colspan="2">17,640.00</td> <td colspan="2"></td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2">Final Budget Totals</td> <td colspan="2">17,640.00</td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction			Number of Units	Cost Per Unit	Total Amount				Final Budget	Champions in Motion Contract (monthly percentage)			12.0000	1,470.00	17,640.00										Final Budget Totals		17,640.00											
Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	Champions in Motion Contract (monthly percentage)			12.0000	1,470.00	17,640.00																																																					
						Final Budget Totals		17,640.00																																																			
<i>Contractual Services Totals</i>		\$1,024.80	\$1,177.60	\$669.60	\$1,680.00	\$1,680.00	\$1,680.00	\$17,640.00	\$17,640.00																																																		
<i>Operating Expenses</i>																																																											
100-60-73-52 16	Op Exp Telephone Exp - Mobile	635.87	635.97	637.56	629.09	482.00	482.00	540.00	1,080.00																																																		
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Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	MP Program Coordinator			24.0000	45.00	1,080.00																																																					
						Final Budget Totals		1,080.00																																																			
100-60-73-52 26	Op Exp Professional Development	607.20	767.64	632.72	1,043.82	2,425.00	2,425.00	5,250.00	4,525.00																																																		
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>NCRPA Conference - REDUCE</td> <td colspan="2"></td> <td>1.0000</td> <td>(725.00)</td> <td colspan="2">(725.00)</td> <td colspan="2"></td> </tr> <tr> <td>Final Budget</td> <td>NCRPA Conference--Joni and Stephanie</td> <td colspan="2"></td> <td>2.0000</td> <td>725.00</td> <td colspan="2">1,450.00</td> <td colspan="2"></td> </tr> <tr> <td>Final Budget</td> <td>NRPA Supervisors Management School</td> <td colspan="2"></td> <td>1.0000</td> <td>1,800.00</td> <td colspan="2">1,800.00</td> <td colspan="2"></td> </tr> </tbody> </table>										Budget Transactions										Level	Transaction			Number of Units	Cost Per Unit	Total Amount				Final Budget	NCRPA Conference - REDUCE			1.0000	(725.00)	(725.00)				Final Budget	NCRPA Conference--Joni and Stephanie			2.0000	725.00	1,450.00				Final Budget	NRPA Supervisors Management School			1.0000	1,800.00	1,800.00			
Budget Transactions																																																											
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																																					
Final Budget	NCRPA Conference - REDUCE			1.0000	(725.00)	(725.00)																																																					
Final Budget	NCRPA Conference--Joni and Stephanie			2.0000	725.00	1,450.00																																																					
Final Budget	NRPA Supervisors Management School			1.0000	1,800.00	1,800.00																																																					



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	73 - Programs and Classes								
Operating Expenses									
Final Budget	Programming Summit - Joni & Stephanie					2.0000	250.00	500.00	
Final Budget	Safesitter Teaching Site Training					1.0000	700.00	700.00	
Final Budget	Teleconferences & workshops					8.0000	50.00	400.00	
Final Budget	TR Conference - Stephanie					1.0000	400.00	400.00	
	Final Budget Totals							\$4,525.00	
100-60-73-52 35	Op Exp Maint and Repair - Equipment	112.08	.00	.00	150.00	200.00	200.00	500.00	500.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Equipment repair -					1.0000	500.00	500.00	
	Final Budget Totals							\$500.00	
100-60-73-52 36	Op Exp Maint and Repair - Vehicles	804.23	130.38	31.20	117.11	500.00	500.00	1,000.00	1,000.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Vehicle Repair- Turtle Van					2.0000	500.00	1,000.00	
	Final Budget Totals							\$1,000.00	
100-60-73-52 38	Op Exp Maint and Repair - Grounds	112.48	.00	.00	.00	.00	.00	.00	.00
100-60-73-52 52	Op Exp Fuel	439.55	449.44	300.53	248.46	500.00	500.00	3,855.00	3,855.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fuel for Turtle Van (includes classes and trips)					1.0000	3,855.00	3,855.00	
	Final Budget Totals							\$3,855.00	
100-60-73-52 60	Op Exp Equipment Purchase	3,599.59	6,278.73	1,990.72	596.74	1,445.00	1,445.00	10,000.00	8,400.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fishing Gear for new programs					1.0000	400.00	400.00	
Final Budget	Portable Ball Carts - Camps & Afterschool					2.0000	250.00	500.00	
Final Budget	Replacement cell phone					2.0000	100.00	200.00	
Final Budget	Replacement Kiln Excel EX-1099SF plus shipping					1.0000	5,000.00	5,000.00	
Final Budget	Replacement portable picnic tables (camps and school programs)					1.0000	2,000.00	2,000.00	
Final Budget	Tennis Ball Carts - Replacement					2.0000	150.00	300.00	
	Final Budget Totals							\$8,400.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 73 - Programs and Classes									
Operating Expenses									
100-60-73-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	.00	.00	.00	330.00	330.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	When to Work Scheduler (PT Staff scheduling system)					1.0000	330.00	330.00	
								Final Budget Totals	\$330.00
100-60-73-52 70	Op Exp Safety	.00	86.95	.00	94.99	550.00	550.00	600.00	2,200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	AED for Turtle Van					1.0000	1,600.00	1,600.00	
Final Budget	Safety Apparel					1.0000	350.00	350.00	
Final Budget	Safety supplies					1.0000	250.00	250.00	
								Final Budget Totals	\$2,200.00
100-60-73-52 85	Op Exp Departmental Supplies	8,787.39	8,202.90	8,915.95	8,956.55	12,200.00	12,200.00	13,460.00	13,460.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Art Class Supplies - paint, paper, pencils, etc					8.0000	500.00	4,000.00	
Final Budget	Open Gyms Supplies - Preschool, Pickleball, basketball					10.0000	200.00	2,000.00	
Final Budget	Pottery classes - clay					5.0000	800.00	4,000.00	
Final Budget	Pottery classes - glazes					10.0000	100.00	1,000.00	
Final Budget	Pottery classes - supplies					5.0000	100.00	500.00	
Final Budget	PT Staff apparel					70.0000	10.00	700.00	
Final Budget	Strained Glass Class Supplies - NEW					6.0000	210.00	1,260.00	
								Final Budget Totals	\$13,460.00
100-60-73-53 03	Op Exp Worker's Compensation Insurance	3,541.52	4,977.03	4,804.00	4,075.10	4,950.00	4,111.00	8,624.00	8,624.00
100-60-73-53 26	Op Exp Special Programs	8,244.33	9,125.26	8,827.24	16,114.68	12,300.00	12,300.00	17,220.00	17,220.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	After School Program					10.0000	250.00	2,500.00	
Final Budget	Camp Willow					5.0000	300.00	1,500.00	
Final Budget	SPP Staff T-Shirts (uniforms)					200.0000	8.00	1,600.00	
Final Budget	Summer Playground Program					10.0000	850.00	8,500.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	73 - Programs and Classes								
<i>Operating Expenses</i>									
	Final Budget					4.0000	780.00	3,120.00	
	Teen Camp								
								Final Budget Totals	\$17,220.00
	<i>Operating Expenses Totals</i>	\$26,884.24	\$30,654.30	\$26,139.92	\$32,026.54	\$35,552.00	\$34,713.00	\$61,379.00	\$61,194.00
<i>Programs</i>									
100-60-73-54 10	Programs Senior Citizens Travel	376.00	741.00	.00	.00	500.00	1,000.00	2,500.00	2,500.00
<i>Budget Transactions</i>									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					10.0000	250.00	2,500.00	
	Day Trips								
								Final Budget Totals	\$2,500.00
100-60-73-54 12	Programs Classes	1,767.17	1,528.96	1,224.48	344.77	1,500.00	1,500.00	14,350.00	14,350.00
<i>Budget Transactions</i>									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					4.0000	500.00	2,000.00	
	Exercise/Dance Classes - Replacement dumbbells, mats, ab balls								
	Final Budget					10.0000	250.00	2,500.00	
	Nature (Trips & classes,)								
	Final Budget					10.0000	250.00	2,500.00	
	Preschool (Education, Dance, Sports)								
	Final Budget					6.0000	250.00	1,500.00	
	Senior Adult (events, class, Sr. Games)								
	Final Budget					10.0000	240.00	2,400.00	
	Specialized Recreation Classes								
	Final Budget					10.0000	300.00	3,000.00	
	Teen (Trips, classes, events)								
	Final Budget					2.0000	225.00	450.00	
	Tennis Classes								
								Final Budget Totals	\$14,350.00
100-60-73-54 14	Programs Youth Council	109.90	547.70	211.17	248.62	3,000.00	500.00	4,650.00	4,650.00
<i>Budget Transactions</i>									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					10.0000	50.00	500.00	
	CYC Incentives								
	Final Budget					75.0000	8.00	600.00	
	CYC Shirts								
	Final Budget					1.0000	50.00	50.00	
	State Youth Council dues								
	Final Budget					28.0000	125.00	3,500.00	
	SYC Conferences								
								Final Budget Totals	\$4,650.00
100-60-73-54 15	Programs Special Events	32,088.80	34,214.87	35,949.12	38,105.82	36,500.00	36,500.00	11,000.00	11,000.00
<i>Budget Transactions</i>									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	750.00	1,500.00	
	Child/Parent								



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	73 - Programs and Classes								
Programs									
Final Budget	Dog Programs					3.0000	400.00	1,200.00	
Final Budget	Family Unplugged					6.0000	250.00	1,500.00	
Final Budget	PNO					4.0000	250.00	1,000.00	
Final Budget	Santa's Workshop					1.0000	1,000.00	1,000.00	
Final Budget	Senior Appreciation Day					1.0000	1,500.00	1,500.00	
Final Budget	Senior Bingo					20.0000	50.00	1,000.00	
Final Budget	Specialized Recreation Dances					3.0000	600.00	1,800.00	
Final Budget	Tenn Lock-In					5.0000	100.00	500.00	
	Final Budget Totals							\$11,000.00	
	<i>Programs Totals</i>	\$34,341.87	\$37,032.53	\$37,384.77	\$38,699.21	\$41,500.00	\$39,500.00	\$32,500.00	\$32,500.00
Division	73 - Programs and Classes Totals	\$291,175.71	\$315,993.41	\$326,340.05	\$343,817.72	\$375,002.00	\$420,057.00	\$420,075.00	\$419,882.00
Department	60 - Parks & Recreational Services Totals	\$291,175.71	\$315,993.41	\$326,340.05	\$343,817.72	\$375,002.00	\$420,057.00	\$420,075.00	\$419,882.00
Fund	100 - GF Totals	\$291,175.71	\$315,993.41	\$326,340.05	\$343,817.72	\$375,002.00	\$420,057.00	\$420,075.00	\$419,882.00
	Net Grand Totals	\$291,175.71	\$315,993.41	\$326,340.05	\$343,817.72	\$375,002.00	\$420,057.00	\$420,075.00	\$419,882.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Parks & Recreational Services
Division: Parks Facilities Maintenance**

2019-2020 Major Accomplishments	Related Council Goal
•Took control of maintenance of all parks and greenways	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•Purchases and Staff Trainings on New Ballfield Equipment	Think Town Finances. Think Responsibility.
•Develop and Begin to Implement Park Landscape Plans	Think Safe, Clean, Engaged. Think Community

Performance Measures

Mission Statement: To provide quality and diverse recreation opportunities

Goal: Goal 1: Operate Instructional and Fun Youth Programs and Athletic Leagues

Goal 2: Provide Adults with Physical, Artistic and Recreation

Goal 3: Provide affordable, fun and safe leisure experiences opportunities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• 90% of all work completed by full time staff members per month	90%	61%	93.5%
• Dedicate 35% of all manhours to ballfield maintenance per month	35%	45%	24%

Goal: Goal 3: Provide affordable, fun and safe leisure experiences opportunities

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Dedicate 45% of all manhours to park perimeter maintenance per month	45%	NA	52.5%
• Dedicate 10% of all manhours to park trash detail and restroom cleaning per month	10%	16%	16.5%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	60 - Parks & Recreational Services								
Division	74 - Parks Facilities Maintenance								
<i>Personnel - Salaries</i>									
100-60-74-50 00	Salaries Full-time	67,424.12	69,787.25	80,688.38	92,086.71	203,083.00	127,862.00	262,694.00	262,694.00
100-60-74-50 02	Salaries Part-time	40,625.22	37,840.32	38,757.08	24,171.13	9,090.00	38,995.00	20,000.00	10,000.00
100-60-74-50 04	Salaries Overtime	.00	.00	.00	72.18	129.00	673.00	.00	.00
	<i>Personnel - Salaries Totals</i>	\$108,049.34	\$107,627.57	\$119,445.46	\$116,330.02	\$212,302.00	\$167,530.00	\$282,694.00	\$272,694.00
<i>Personnel - Benefits</i>									
100-60-74-51 00	Benefits Longevity	950.00	1,050.00	1,150.00	1,350.00	1,400.00	1,500.00	2,000.00	2,000.00
100-60-74-51 10	Benefits FICA	8,177.40	8,034.32	8,615.63	8,912.72	16,418.00	12,929.00	21,779.00	21,014.00
100-60-74-51 11	Benefits Group Insurance - Health	14,843.75	12,770.22	11,708.99	15,485.36	32,745.00	21,462.00	43,900.00	43,900.00
100-60-74-51 15	Benefits Life Insurance	413.82	401.40	487.64	343.11	624.00	312.00	1,251.00	1,251.00
100-60-74-51 20	Benefits Retirement - General Employees	4,561.29	5,041.78	6,036.94	7,125.81	18,229.00	11,569.00	26,822.00	26,798.00
100-60-74-51 30	Benefits 401K - General Employees	2,725.60	2,793.18	3,236.02	3,684.57	8,158.00	5,202.00	10,589.00	10,589.00
	<i>Personnel - Benefits Totals</i>	\$31,671.86	\$30,090.90	\$31,235.22	\$36,901.57	\$77,574.00	\$52,974.00	\$106,341.00	\$105,552.00
<i>Contractual Services</i>									
100-60-74-56 10	Cont Serv Contracts and Agreements	18,999.23	18,200.08	21,829.84	21,933.47	28,140.00	28,140.00	34,020.00	34,020.00

Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	Bathroom Cleaning Services for the Park Bathrooms		12.0000	1,475.00	17,700.00	
Final Budget	John Deere Reel Mower Maintenance Contract		2.0000	2,860.00	5,720.00	
Final Budget	Pest Control / Inspections of concession buildings		12.0000	83.33	1,000.00	
Final Budget	Portable Sanitation - Dog Park		12.0000	165.00	1,980.00	
Final Budget	Portable Sanitation - ECCP (winter months)		4.0000	165.00	660.00	
Final Budget	Portable Sanitation - Riverwalk		12.0000	165.00	1,980.00	
Final Budget	Portable Sanitation - Sam's Branch		12.0000	165.00	1,980.00	
Final Budget	Storage Room - Lee's		12.0000	250.00	3,000.00	
					Final Budget Totals	\$34,020.00

100-60-74-56 11	Cont Serv Contract Services	532.95	.00	725.00	7,692.00	8,025.00	8,025.00	8,175.00	8,175.00
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Budget Transactions						
Level	Transaction		Number of Units	Cost Per Unit	Total Amount	
Final Budget	BFPE - fire system testing		1.0000	300.00	300.00	
Final Budget	Pond Treatments		1.0000	375.00	375.00	
Final Budget	Power Washing of Vandalism at Trail		1.0000	1,500.00	1,500.00	
Final Budget	Turfplaner Ballfield Lip Removal and Infield Level		4.0000	1,500.00	6,000.00	
					Final Budget Totals	\$8,175.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 74 - Parks Facilities Maintenance									
<i>Contractual Services</i>									
100-60-74-56 51	Cont Serv Uniform Rental	.00	.00	.00	.00	.00	1,500.00	.00	.00
100-60-74-56 70	Cont Serv Contract Services - Grounds	58,286.50	25,925.00	.00	.00	.00	.00	.00	.00
<i>Contractual Services Totals</i>		\$77,818.68	\$44,125.08	\$22,554.84	\$29,625.47	\$36,165.00	\$37,665.00	\$42,195.00	\$42,195.00
<i>Operating Expenses</i>									
100-60-74-52 15	Op Exp Telephone Exp - Buildings	45.60	.00	.00	.00	.00	.00	.00	.00
100-60-74-52 16	Op Exp Telephone Exp - Mobile	1,122.13	1,083.81	1,024.09	1,021.29	1,080.00	964.00	1,080.00	1,080.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	MP Park Maintenance Technician				12.0000	45.00		540.00	
Final Budget	MP Recreation Maintenance				12.0000	45.00		540.00	
							Final Budget Totals	\$1,080.00	
100-60-74-52 26	Op Exp Professional Development	85.00	251.00	.00	287.00	1,000.00	800.00	5,050.00	5,050.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Certified Playground Safety Inspector Course				2.0000	600.00		1,200.00	
Final Budget	NC State Turfgrass Field Day				9.0000	65.00		585.00	
Final Budget	NC State Turfgrass Short Course				3.0000	595.00		1,785.00	
Final Budget	Pesticide Exam Fees				4.0000	70.00		280.00	
Final Budget	Pesticide, Turf and Maintenance Trainings				24.0000	50.00		1,200.00	
							Final Budget Totals	\$5,050.00	
100-60-74-52 27	Op Exp Local Mileage	.00	.00	.00	.00	150.00	150.00	150.00	150.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Travel to classes, exhibits& showson equip.& products				3.0000	50.00		150.00	
							Final Budget Totals	\$150.00	
100-60-74-52 34	Op Exp Maint and Repair - Facilities	2,207.22	32,214.08	5,615.56	4,057.75	10,736.00	6,000.00	96,205.00	96,205.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	All Star Park - epoxy bathroom / closet / floor				1.0000	4,000.00		4,000.00	
Final Budget	All Star Park - Heaters in bathrooms				1.0000	3,550.00		3,550.00	
Final Budget	All Star Park - install and paint 2 doors @ restrooms				1.0000	3,600.00		3,600.00	
Final Budget	All Star Park - Install LED lights on timer				1.0000	2,990.00		2,990.00	
Final Budget	Comm Park - 2 new doors @ restrooms				1.0000	3,600.00		3,600.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF

Department 60 - Parks & Recreational Services

Division 74 - Parks Facilities Maintenance

Operating Expenses

Final Budget	Comm Park - Epoxy bathroom / closet / kitchen / floor					1.0000	8,000.00	8,000.00	
Final Budget	Comm Park - heater in bathrooms					1.0000	4,200.00	4,200.00	
Final Budget	Comm Park - Power wash - stain - sand					1.0000	2,535.00	2,535.00	
Final Budget	Comm Park - repair gas piping					1.0000	2,500.00	2,500.00	
Final Budget	ECCP - Demo old brick building					1.0000	22,000.00	22,000.00	
Final Budget	ECCP - epoxy bathroom / closet / floors					1.0000	3,500.00	3,500.00	
Final Budget	ECCP - heaters in bathrooms					1.0000	3,550.00	3,550.00	
Final Budget	ECCP - install LED lights on timers					1.0000	2,550.00	2,550.00	
Final Budget	ECCP - Install white vinyl soffit & ceiling area 1,400 sf					1.0000	6,130.00	6,130.00	
Final Budget	General repairs - wind damage, roof leaks, concession appliances					2.0000	5,000.00	10,000.00	
Final Budget	Paint - Buildings					3.0000	3,500.00	10,500.00	
Final Budget	Vandalism					1.0000	3,000.00	3,000.00	
Final Budget Totals									\$96,205.00

100-60-74-52 35	Op Exp Maint and Repair - Equipment	4,736.77	6,518.39	3,419.50	6,265.67	10,090.00	6,335.00	10,000.00	10,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Backhoe Tractor	1.0000	500.00	500.00
Final Budget	Blades for Mowers	375.0000	10.00	3,750.00
Final Budget	Bunker Rakes (oil changes, tire repairs, belts, etc.	4.0000	250.00	1,000.00
Final Budget	JD Tractor (oil changes, air filters, tire repairs, belts, etc.	1.0000	250.00	250.00
Final Budget	Mowers (oil changes, air filters, tire repairs, belts, etc.	6.0000	250.00	1,500.00
Final Budget	Trailer Tires	5.0000	200.00	1,000.00
Final Budget	Trailers	5.0000	200.00	1,000.00
Final Budget	UTV's (oil changes, air filters, tire repairs, belts, etc.	4.0000	250.00	1,000.00
Final Budget Totals				\$10,000.00

100-60-74-52 36	Op Exp Maint and Repair - Vehicles	1,905.01	3,369.02	2,155.92	2,373.46	2,700.00	1,600.00	3,500.00	3,500.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Truck #20	1.0000	700.00	700.00
Final Budget	Truck #21	1.0000	700.00	700.00
Final Budget	Truck #26	1.0000	700.00	700.00
Final Budget	Truck #66	1.0000	700.00	700.00
Final Budget	Truck #69	1.0000	700.00	700.00
Final Budget Totals				\$3,500.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 74 - Parks Facilities Maintenance									
Operating Expenses									
100-60-74-52 38	Op Exp Maint and Repair - Grounds	44,645.18	40,970.42	37,342.39	31,703.32	54,200.00	54,200.00	63,950.00	63,950.00

Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Ball Field Dirt Mixtures			5.0000	600.00	3,000.00			
Final Budget	Crush and Run/Gravel - Parking Lots and Driveways			1.0000	5,000.00	5,000.00			
Final Budget	Equipment Rentals (sod cutter, skid steer, tractor, etc.)			5.0000	500.00	2,500.00			
Final Budget	Field Conditioner/Turface			5.0000	400.00	2,000.00			
Final Budget	Grass Seed for Park Perimeters			1.0000	2,000.00	2,000.00			
Final Budget	Grass Seeds for Overseeding Ballfields			1.0000	6,200.00	6,200.00			
Final Budget	Gravel Screenings - Trails and Walkways			1.0000	3,000.00	3,000.00			
Final Budget	Mulch - Parks			400.0000	31.00	12,400.00			
Final Budget	Mulch/Pine Bark for Dog Park			1.0000	8,000.00	8,000.00			
Final Budget	Pine Straw - Parks			300.0000	4.50	1,350.00			
Final Budget	Repairs to Basketball and Volleyball Courts			1.0000	2,000.00	2,000.00			
Final Budget	Repairs to Fences (wooden & metal, bike trail)			1.0000	2,000.00	2,000.00			
Final Budget	Safety Mulch for Playgrounds (cypress)			1.0000	6,500.00	6,500.00			
Final Budget	Sealcoat / crackseal / stripe Comm Park lot - no new asphalt			1.0000	8,000.00	8,000.00			
							Final Budget Totals	\$63,950.00	

100-60-74-52 42	Op Exp Park Beautification	8,338.80	7,239.00	5,935.94	5,337.25	11,000.00	11,000.00	11,000.00	11,000.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	CCC Garden Supplies			1.0000	3,000.00	3,000.00			
Final Budget	Compost (New construction/special projects)			1.0000	1,000.00	1,000.00			
Final Budget	Landscaping - General Parks			1.0000	2,000.00	2,000.00			
Final Budget	Landscaping - General Trees and Arbor Day			1.0000	1,500.00	1,500.00			
Final Budget	Seasonal Plantings at Signs			1.0000	2,000.00	2,000.00			
Final Budget	Special Projects (Eagle & Girl Scouts, Volunteer, Churches, Busi			2.0000	500.00	1,000.00			
Final Budget	Wheat Straw (New construction/Halloween Hayride & Senior Games)			1.0000	500.00	500.00			
							Final Budget Totals	\$11,000.00	

100-60-74-52 50	Op Exp Contracted Vehicle Service	629.17	241.80	215.28	155.00	750.00	750.00	1,400.00	1,400.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Unexpected repairs - (Services not handled by Town)			5.0000	280.00	1,400.00			
							Final Budget Totals	\$1,400.00	



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 74 - Parks Facilities Maintenance									
Operating Expenses									
100-60-74-52 52	Op Exp Fuel	4,417.78	4,238.56	4,984.24	3,784.93	7,000.00	5,661.00	8,666.00	8,666.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Diesel - Reel Mowers, Backhoe & Tractor					800.0000	2.50		2,000.00
Final Budget	Misc. Fuel Keys - #27, #28 & #29					900.0000	2.02		1,818.00
Final Budget	Work Trucks - #20, #21, #23, #26, #66, #69					2,400.0000	2.02		4,848.00
									Final Budget Totals
									\$8,666.00
100-60-74-52 60	Op Exp Equipment Purchase	10,567.41	21,715.55	9,151.47	9,603.92	11,475.00	11,475.00	30,225.00	30,225.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Air Compressor 7.5 HP 80 Gal					1.0000	2,300.00		2,300.00
Final Budget	Benches - MTS					5.0000	500.00		2,500.00
Final Budget	Bollards - MTS					10.0000	360.00		3,600.00
Final Budget	CCP Concession Freezer - Replacement					1.0000	2,400.00		2,400.00
Final Budget	Cell Phone					1.0000	100.00		100.00
Final Budget	MTS 4"x4" Road/Trail Name Signs					5.0000	575.00		2,875.00
Final Budget	Permanent Trash Cans - CCP					4.0000	650.00		2,600.00
Final Budget	Permanent Trash Cans - ECCP					4.0000	650.00		2,600.00
Final Budget	Riverwalk/Sam's Branch - Gates					5.0000	1,300.00		6,500.00
Final Budget	Tennis Backboard - Fiberglass					1.0000	4,000.00		4,000.00
Final Budget	Traffic Cones/Delineators					30.0000	25.00		750.00
									Final Budget Totals
									\$30,225.00
100-60-74-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	.00	455.00	455.00	455.00	455.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Eastern NC Turf Sports Association Memberships					1.0000	45.00		45.00
Final Budget	Magazine Subscriptions					10.0000	10.00		100.00
Final Budget	NC Sports Turf Managers Association Membership					2.0000	30.00		60.00
Final Budget	TCNC Membership					2.0000	125.00		250.00
									Final Budget Totals
									\$455.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 74 - Parks Facilities Maintenance									
Operating Expenses									
100-60-74-52 70	Op Exp Safety	212.98	1,734.55	1,539.73	1,408.43	1,300.00	1,300.00	4,700.00	4,700.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Fire Extinguishers					3.0000	100.00	300.00	
Final Budget	Pesticide Storage Cabinet					2.0000	1,700.00	3,400.00	
Final Budget	Safety Approved Portable Fuel Cans					8.0000	50.00	400.00	
Final Budget	Safety Supplies (first aid kits, glasses, ear plugs, etc.)					1.0000	600.00	600.00	
								Final Budget Totals	\$4,700.00
100-60-74-52 71	Op Exp Protective Clothing	451.41	570.57	824.23	813.56	1,365.00	1,365.00	2,835.00	2,835.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	General PPE					8.0000	100.00	800.00	
Final Budget	General PPE - New Requested Employee					1.0000	100.00	100.00	
Final Budget	Rubber Boots (Steel Toe)					3.0000	120.00	360.00	
Final Budget	Safety Work Boots					8.0000	175.00	1,400.00	
Final Budget	Safety Work Boots - New Requested Employee					1.0000	175.00	175.00	
								Final Budget Totals	\$2,835.00
100-60-74-52 72	Op Exp Uniform Purchase	.00	.00	.00	.00	2,000.00	500.00	5,000.00	5,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	- New Requested Employee					1.0000	500.00	500.00	
Final Budget	Full Time Staff Uniforms					8.0000	500.00	4,000.00	
Final Budget	Part Time Staff Uniforms					5.0000	100.00	500.00	
								Final Budget Totals	\$5,000.00
100-60-74-52 80	Op Exp Tools	711.06	833.61	585.78	1,067.62	2,000.00	1,400.00	1,800.00	1,800.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Ballfield Tools					1.0000	600.00	600.00	
Final Budget	Construction Tools					1.0000	600.00	600.00	
Final Budget	Landscape Tools					1.0000	600.00	600.00	
								Final Budget Totals	\$1,800.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 74 - Parks Facilities Maintenance									
Operating Expenses									
100-60-74-52 81	Op Exp Chemicals	1,882.15	4,058.91	9,968.50	9,475.32	12,540.00	12,540.00	16,800.00	16,800.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Fertilizers for Ballfields					1.0000	9,130.00		9,130.00
Final Budget	Fertilizers for Park Perimeters					1.0000	550.00		550.00
Final Budget	Fire Ant Control for Ballfields					1.0000	3,000.00		3,000.00
Final Budget	Herbicides for Ballfields					1.0000	1,320.00		1,320.00
Final Budget	Herbicides for Park Perimeters					1.0000	2,200.00		2,200.00
Final Budget	Insecticides for Ballfields					1.0000	600.00		600.00
							Final Budget Totals		\$16,800.00
100-60-74-52 85	Op Exp Departmental Supplies	10,262.15	12,434.40	14,173.68	15,337.57	14,850.00	14,850.00	16,225.00	16,225.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Bathroom Accessories and paper products					12.0000	375.00		4,500.00
Final Budget	Athletic Field Marking Paint - Aerosol (18 oz) cans					30.0000	55.00		1,650.00
Final Budget	Athletic Field Marking Paint - Liquid (5 gals.)					65.0000	55.00		3,575.00
Final Budget	Ballfield Marking Lime					460.0000	5.00		2,300.00
Final Budget	Dogi Pot Bags & Liners					300.0000	8.00		2,400.00
Final Budget	Game Saver Mix for scheduled activities					60.0000	15.00		900.00
Final Budget	Turfce Mix for scheduled activities					60.0000	15.00		900.00
							Final Budget Totals		\$16,225.00
100-60-74-53 03	Op Exp Worker's Compensation Insurance	2,616.75	3,714.28	2,744.25	2,162.81	.00	2,490.00	9,396.00	9,066.00
	<i>Operating Expenses Totals</i>	\$94,836.57	\$141,187.95	\$99,680.56	\$94,854.90	\$144,691.00	\$133,835.00	\$288,437.00	\$288,107.00
Division 74 - Parks Facilities Maintenance	Totals	\$312,376.45	\$323,031.50	\$272,916.08	\$277,711.96	\$470,732.00	\$392,004.00	\$719,667.00	\$708,548.00
Department 60 - Parks & Recreational Services	Totals	\$312,376.45	\$323,031.50	\$272,916.08	\$277,711.96	\$470,732.00	\$392,004.00	\$719,667.00	\$708,548.00
Fund 100 - GF	Totals	\$312,376.45	\$323,031.50	\$272,916.08	\$277,711.96	\$470,732.00	\$392,004.00	\$719,667.00	\$708,548.00
	Net Grand Totals	\$312,376.45	\$323,031.50	\$272,916.08	\$277,711.96	\$470,732.00	\$392,004.00	\$719,667.00	\$708,548.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Parks and Recreation
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services									
Division 95 - Capital Outlay									
Capital Outlay									
100-60-95-58 00	Cap Out Capital Projects	.00	.00	.00	.00	.00	.00	278,456.00	881,654.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	County Open Space-Clayton Middle School					1.0000	117,730.00		117,730.00
Final Budget	County Open Space-Covered Bridge Rd					1.0000	451,424.00		451,424.00
Final Budget	PARTF - Municipal Park - CUT					1.0000	(125,000.00)		(125,000.00)
Final Budget	PARTF-Municipal Park					1.0000	125,000.00		125,000.00
Final Budget	RTP Grant-Mountains to the Sea 42/River					1.0000	312,500.00		312,500.00
								Final Budget Totals	\$881,654.00
100-60-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	44,290.00	44,290.00	73,000.00	.00
100-60-95-58 48	Cap Out Heavy Equipment/Heavy Vehicles	.00	.00	.00	.00	.00	.00	.00	73,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Replace #66 - Dodge 4500 Crew Cab Dump Bed 4x4 Rank 11 of 17					1.0000	73,000.00		73,000.00
								Final Budget Totals	\$73,000.00
100-60-95-58 50	Cap Out Capital Outlay	55,919.28	.00	15,000.00	.00	160,677.00	160,677.00	218,945.00	198,045.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	20' Enclosed Special Events Trailer					1.0000	5,900.00		5,900.00
Final Budget	20' Enclosed Special Events Trailer - CUT					1.0000	(5,900.00)		(5,900.00)
Final Budget	60" ZTR Mower - Replacement of #619 and #616					2.0000	11,948.00		23,896.00
Final Budget	CCC PA system					1.0000	15,000.00		15,000.00
Final Budget	CCC PA System - DEFER					1.0000	(15,000.00)		(15,000.00)
Final Budget	CCC Playground Shade Structure					1.0000	40,000.00		40,000.00
Final Budget	CCP Field #1 Scoreboard					1.0000	5,620.00		5,620.00
Final Budget	Graco LineDriver Ride On Paint Machine					1.0000	5,550.00		5,550.00
Final Budget	John Deere 1200A Bunker Rake - Replacement of #208 and 215					2.0000	13,588.63		27,177.26
Final Budget	John Deere 3039R Compact Tractor w/ Front Bucket					1.0000	30,620.22		30,620.22
Final Budget	John Deere TX Gator w/ Enclosed Cab - Replacement of #206					1.0000	14,608.52		14,608.52
Final Budget	Ventrac 4500Y Kubota					1.0000	50,573.00		50,573.00
								Final Budget Totals	\$198,045.00
<i>Capital Outlay Totals</i>		\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00
Division 95 - Capital Outlay Totals		\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 60 - Parks & Recreational Services	Totals	\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00
Fund 100 - GF	Totals	\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00
	Net Grand Totals	\$55,919.28	\$0.00	\$15,000.00	\$0.00	\$204,967.00	\$204,967.00	\$570,401.00	\$1,152,699.00

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**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Cultural Arts
Division:**

Cultural Arts Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$273,890.66	\$312,233.02	\$318,083.61	\$351,271.91	\$339,022.00	\$356,784.00	\$375,227.00	\$332,796.00
Benefits - Personnel - Benefits	\$71,028.57	\$84,801.58	\$77,234.69	\$91,604.98	\$98,660.00	\$92,645.00	\$106,512.00	\$103,236.00
Contract Serv - Contractual Services	\$3,744.76	\$6,496.74	\$12,784.26	\$18,931.08	\$22,150.00	\$23,225.00	\$20,125.00	\$9,675.00
Op Exp - Operating Expenses	\$154,891.69	\$170,661.27	\$154,518.47	\$154,536.90	\$144,035.00	\$153,100.00	\$167,954.00	\$118,631.00
Prgms - Programs	\$58,816.29	\$57,347.05	\$64,642.59	\$81,062.10	\$66,538.00	\$84,028.00	\$133,300.00	\$56,045.00
Cap Outlay - Capital Outlay	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
Misc - Miscellaneous	\$2,047.20	\$1,571.99	\$2,253.14	\$916.93	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
Fund Total: GF	(\$564,419.17)	(\$633,111.65)	(\$706,855.44)	(\$738,872.44)	(\$670,405.00)	(\$711,282.00)	(\$822,118.00)	(\$621,883.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$564,419.17	\$633,111.65	\$706,855.44	\$738,872.44	\$670,405.00	\$711,282.00	\$822,118.00	\$621,883.00
Net Grand Totals:	(\$564,419.17)	(\$633,111.65)	(\$706,855.44)	(\$738,872.44)	(\$670,405.00)	(\$711,282.00)	(\$822,118.00)	(\$621,883.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Cultural and Performing Arts
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> The auditorium had the pleasure of hosting Hispanic Flamenco Ballet for the fifth year in a row. We had 575 students in attendance accounting for 14 schools. The farthest travelled was from Mecklenburg County. 	Think Arts & Culture. Think Diversity

Performance Measures

Mission Statement: Sustain an inviting place to meet, gather, celebrate, and present a shared community experience.

Goal: Sustain and retain clients/patrons (customer retention)

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
<ul style="list-style-type: none"> Fill 30% of Palladian Series seating capacity with Season Subscribers (including sponsors) 	30%	35% sold; 25% filled	29% sold; 22% filled
<ul style="list-style-type: none"> Retain 85% of return rental events (clients) annually (FY) 	85%	92%	92%



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																																			
Fund 100 - GF																																												
Department	65 - Cultural and Performing Arts																																											
Division	02 - Administration																																											
<i>Personnel - Salaries</i>																																												
100-65-02-50 00	Salaries Full-time	160,780.60	169,912.49	178,808.53	186,010.74	192,160.00	157,411.00	196,462.00	196,462.00																																			
100-65-02-50 02	Salaries Part-time	20,498.90	18,722.72	18,425.58	21,505.49	16,013.00	42,159.00	22,262.00	11,355.00																																			
100-65-02-50 04	Salaries Overtime	.00	.00	.00	.00	26.00	5,220.00	.00	.00																																			
100-65-02-50 50	Salaries Cashout	4,188.00	4,013.50	4,188.00	4,188.00	4,014.00	4,188.00	4,188.00	4,188.00																																			
	<i>Personnel - Salaries Totals</i>	\$185,467.50	\$192,648.71	\$201,422.11	\$211,704.23	\$212,213.00	\$208,978.00	\$222,912.00	\$212,005.00																																			
<i>Personnel - Benefits</i>																																												
100-65-02-51 00	Benefits Longevity	2,100.00	2,400.00	2,700.00	3,000.00	3,300.00	3,350.00	3,650.00	3,650.00																																			
100-65-02-51 10	Benefits FICA	13,956.10	14,394.66	15,069.90	15,795.95	16,728.00	16,247.00	17,333.00	16,498.00																																			
100-65-02-51 11	Benefits Group Insurance - Health	16,013.03	14,964.09	10,785.34	14,511.35	14,900.00	10,760.00	15,532.00	15,532.00																																			
100-65-02-51 15	Benefits Life Insurance	989.07	993.29	1,093.01	799.21	630.00	412.00	970.00	970.00																																			
100-65-02-51 20	Benefits Retirement - General Employees	11,187.06	12,739.70	13,843.69	14,889.28	17,613.00	15,013.00	20,486.00	20,466.00																																			
100-65-02-51 30	Benefits 401K - General Employees	6,682.65	7,053.12	7,427.99	7,722.10	7,960.00	6,805.00	8,170.00	8,170.00																																			
	<i>Personnel - Benefits Totals</i>	\$50,927.91	\$52,544.86	\$50,919.93	\$56,717.89	\$61,131.00	\$52,587.00	\$66,141.00	\$65,286.00																																			
<i>Contractual Services</i>																																												
100-65-02-56 00	Cont Serv Professional Services	.00	.00	7,439.68	8,170.98	6,350.00	7,000.00	8,650.00	5,300.00																																			
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th>Number of Units</th> <th>Cost Per Unit</th> <th>Total Amount</th> </tr> </thead> <tbody> <tr> <td>Level</td> <td>Transaction</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Hospitality Black Market Trust</td> <td>1.0000</td> <td>800.00</td> <td>800.00</td> </tr> <tr> <td>Final Budget</td> <td>Hospitality CDB or the like artist</td> <td>1.0000</td> <td>2,250.00</td> <td>2,250.00</td> </tr> <tr> <td>Final Budget</td> <td>Hospitality Celtic Tenors</td> <td>1.0000</td> <td>950.00</td> <td>950.00</td> </tr> <tr> <td>Final Budget</td> <td>Hospitality open hold</td> <td>1.0000</td> <td>1,300.00</td> <td>1,300.00</td> </tr> <tr> <td colspan="4" style="text-align: right;">Final Budget Totals</td> <td>\$5,300.00</td> </tr> </tbody> </table>										Budget Transactions		Number of Units	Cost Per Unit	Total Amount	Level	Transaction				Final Budget	Hospitality Black Market Trust	1.0000	800.00	800.00	Final Budget	Hospitality CDB or the like artist	1.0000	2,250.00	2,250.00	Final Budget	Hospitality Celtic Tenors	1.0000	950.00	950.00	Final Budget	Hospitality open hold	1.0000	1,300.00	1,300.00	Final Budget Totals				\$5,300.00
Budget Transactions		Number of Units	Cost Per Unit	Total Amount																																								
Level	Transaction																																											
Final Budget	Hospitality Black Market Trust	1.0000	800.00	800.00																																								
Final Budget	Hospitality CDB or the like artist	1.0000	2,250.00	2,250.00																																								
Final Budget	Hospitality Celtic Tenors	1.0000	950.00	950.00																																								
Final Budget	Hospitality open hold	1.0000	1,300.00	1,300.00																																								
Final Budget Totals				\$5,300.00																																								
100-65-02-56 10	Cont Serv Contracts and Agreements	1,487.24	3,959.68	3,298.59	4,897.67	8,410.00	8,410.00	.00	.00																																			
100-65-02-56 11	Cont Serv Contract Services	.00	.00	75.00	2,939.40	3,250.00	3,250.00	.00	.00																																			
100-65-02-56 50	Cont Serv Equipment Rental	579.06	744.40	.00	730.00	1,800.00	2,225.00	8,875.00	3,700.00																																			
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th>Number of Units</th> <th>Cost Per Unit</th> <th>Total Amount</th> </tr> </thead> <tbody> <tr> <td>Level</td> <td>Transaction</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Final Budget</td> <td>Backline;</td> <td>1.0000</td> <td>3,700.00</td> <td>3,700.00</td> </tr> <tr> <td colspan="4" style="text-align: right;">Final Budget Totals</td> <td>\$3,700.00</td> </tr> </tbody> </table>										Budget Transactions		Number of Units	Cost Per Unit	Total Amount	Level	Transaction				Final Budget	Backline;	1.0000	3,700.00	3,700.00	Final Budget Totals				\$3,700.00															
Budget Transactions		Number of Units	Cost Per Unit	Total Amount																																								
Level	Transaction																																											
Final Budget	Backline;	1.0000	3,700.00	3,700.00																																								
Final Budget Totals				\$3,700.00																																								
	<i>Contractual Services Totals</i>	\$2,066.30	\$4,704.08	\$10,813.27	\$16,738.05	\$19,810.00	\$20,885.00	\$17,525.00	\$9,000.00																																			



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	65 - Cultural and Performing Arts								
Division	02 - Administration								
	<i>Operating Expenses</i>								
100-65-02-52 01	Op Exp Postage and Shipping Expense	1,805.35	14.39	1,358.14	492.87	930.00	1,025.00	1,075.00	1,075.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Brochure Mailer					1.0000	700.00	700.00	
Final Budget	Misc Equipment					1.0000	200.00	200.00	
Final Budget	Ticket Delivery, General posts, Addit. \$100 to cover FE					1.0000	175.00	175.00	
								Final Budget Totals	\$1,075.00
100-65-02-52 16	Op Exp Telephone Exp - Mobile	2,543.48	3,187.72	3,187.80	3,391.03	2,700.00	2,410.00	2,700.00	2,700.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	MP Clayton Center Director					12.0000	45.00	540.00	
Final Budget	MP Conf Center Support Specialist					12.0000	45.00	540.00	
Final Budget	MP Conference Center Coordinator					12.0000	45.00	540.00	
Final Budget	MP Facility Technician					12.0000	45.00	540.00	
Final Budget	MP Sr. Admin. Support Specialist					12.0000	45.00	540.00	
								Final Budget Totals	\$2,700.00
100-65-02-52 25	Op Exp Advertising Expense	48,395.21	61,981.40	65,451.75	53,146.84	55,155.00	57,375.00	82,990.00	68,300.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Banners for front of Auditorium					1.0000	300.00	300.00	
Final Budget	Excelerate Digital Marketing					1.0000	67,800.00	67,800.00	
Final Budget	Facebook Boosts					8.0000	25.00	200.00	
								Final Budget Totals	\$68,300.00
100-65-02-52 26	Op Exp Professional Development	2,279.77	3,019.71	8,429.68	3,185.23	3,600.00	3,650.00	2,935.00	1,059.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Block Booking Meetings					2.0000	212.00	424.00	
Final Budget	NCPC annual meeting					1.0000	635.00	635.00	
								Final Budget Totals	\$1,059.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	65 - Cultural and Performing Arts								
Division	02 - Administration								
	Operating Expenses								
100-65-02-52 27	Op Exp Local Mileage	93.15	45.48	.00	.00	40.00	40.00	40.00	40.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	40.00	40.00	
									Final Budget Totals
								\$40.00	
100-65-02-52 35	Op Exp Maint and Repair - Equipment	4,722.58	2,938.32	1,480.11	4,059.62	3,815.00	4,485.00	4,145.00	2,555.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	2,000.00	2,000.00	
	Final Budget					2.0000	140.00	280.00	
	Final Budget					1.0000	275.00	275.00	
									Final Budget Totals
								\$2,555.00	
100-65-02-52 60	Op Exp Equipment Purchase	19,563.07	12,573.70	11,326.22	10,026.67	8,100.00	8,400.00	9,575.00	1,775.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	325.00	325.00	
	Final Budget					1.0000	250.00	250.00	
	Final Budget					4.0000	300.00	1,200.00	
									Final Budget Totals
								\$1,775.00	
100-65-02-52 62	Op Exp Dues and Subscriptions	1,381.92	2,192.19	2,192.38	2,821.70	3,100.00	3,100.00	13,490.00	10,230.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	600.00	600.00	
	Final Budget					1.0000	365.00	365.00	
	Final Budget					1.0000	360.00	360.00	
	Final Budget					1.0000	120.00	120.00	
	Final Budget					1.0000	5,400.00	5,400.00	
	Final Budget					1.0000	1,300.00	1,300.00	
	Final Budget					1.0000	175.00	175.00	
	Final Budget					1.0000	460.00	460.00	
	Final Budget					1.0000	1,450.00	1,450.00	
									Final Budget Totals
								\$10,230.00	
100-65-02-52 70	Op Exp Safety	26.34	.00	.00	.00	.00	.00	.00	.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 65 - Cultural and Performing Arts									
Division 02 - Administration									
Operating Expenses									
100-65-02-52 85	Op Exp Departmental Supplies	4,509.93	7,285.62	6,314.79	4,848.39	4,750.00	5,250.00	5,150.00	4,800.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Artist Hospitality-plates, utensils, sharpies, linens					1.0000	550.00	550.00	
Final Budget	Box Office-ticket stock, envelopes					1.0000	1,600.00	1,600.00	
Final Budget	Front Office/Backstage					1.0000	2,650.00	2,650.00	
						Final Budget Totals		\$4,800.00	
100-65-02-53 03	Op Exp Worker's Compensation Insurance	1,943.34	2,760.60	2,613.01	2,366.07	2,075.00	1,880.00	4,547.00	4,262.00
100-65-02-53 99	Op Exp Miscellaneous Expense	.00	.00	527.63	(120.54)	.00	.00	.00	.00
	<i>Operating Expenses Totals</i>	\$87,264.14	\$95,999.13	\$102,881.51	\$84,217.88	\$84,265.00	\$87,615.00	\$126,647.00	\$96,796.00
<i>Programs</i>									
100-65-02-54 30	Programs Community Based Production	1,591.89	9,250.00	3,175.00	7,413.47	4,418.00	5,800.00	6,700.00	3,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Family Show- School House Rock-Nov					1.0000	3,500.00	3,500.00	
						Final Budget Totals		\$3,500.00	
100-65-02-54 31	Programs Professional Season	51,269.08	45,660.41	59,605.44	68,850.00	54,050.00	67,250.00	118,500.00	45,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Black Market Trust Feb. Filler					1.0000	8,000.00	8,000.00	
Final Budget	Celtic Tenors March-Palladian					1.0000	10,000.00	10,000.00	
Final Budget	Daly and Vincent-April					1.0000	12,500.00	12,500.00	
Final Budget	Robert Cray-October					1.0000	15,000.00	15,000.00	
						Final Budget Totals		\$45,500.00	
100-65-02-54 36	Programs Value Added Service - Tch Lounge	.00	.00	.00	3,037.49	6,120.00	7,200.00	5,300.00	4,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Teachers Lounge-catering					75.0000	60.00	4,500.00	
						Final Budget Totals		\$4,500.00	
	<i>Programs Totals</i>	\$52,860.97	\$54,910.41	\$62,780.44	\$79,300.96	\$64,588.00	\$80,250.00	\$130,500.00	\$53,500.00
	Division 02 - Administration Totals	\$378,586.82	\$400,807.19	\$428,817.26	\$448,679.01	\$442,007.00	\$450,315.00	\$563,725.00	\$436,587.00
Department 65 - Cultural and Performing Arts Totals		\$378,586.82	\$400,807.19	\$428,817.26	\$448,679.01	\$442,007.00	\$450,315.00	\$563,725.00	\$436,587.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund	100 - GF Totals	\$378,586.82	\$400,807.19	\$428,817.26	\$448,679.01	\$442,007.00	\$450,315.00	\$563,725.00	\$436,587.00
	Net Grand Totals	\$378,586.82	\$400,807.19	\$428,817.26	\$448,679.01	\$442,007.00	\$450,315.00	\$563,725.00	\$436,587.00

**Town of Clayton
 FY 2020-2021
 Budget Proposal
 Department Summary**

**Department: Cultural and Performing Arts
 Division: Facility Enterprises**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • The Clayton Center, through a 2 week span starting with the 5th of December finishing with the 21st, hosted 63 hours of space rental time accumulating in close to 3500 individuals crossing our threshold. Users include Clayton High School Chorus and Band Concert, Johnston County Chorale, Tippy Toes Dance Studio, Around the Town Singers and Maine St. Dance. 	<p>Think Arts & Culture. Think Diversity</p>
<ul style="list-style-type: none"> • Hosted the first ever Gingerbread House building competition in the lobby. Coordinated by the Tina Barletta group. 	<p>Think Communication & Partnerships. Think Collaboration.</p>

Performance Measures

Mission Statement: Sustain an inviting place to meet, gather, celebrate, and present a shared community experience.

Goal: Space Optimization

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Achieve 20% monthly usage of classroom space annually (FY)	20%	18%	17%
• Achieve 23% monthly usage of prime space annually (FY) – Lobby, Chambers, Auditorium	23%	22%	21%
• Achieve 67% occupancy for Palladian Series & Special Events sponsored by The Clayton Center	67%	65% sold; 53% filled	44% sold; 37% filled
• **TRACKING PURPOSES ONLY: Occupancy for Auditorium rental events	N/A	60% sold; 54% filled	69% sold; 62% filled

**** In FY19, 11,182 tickets were sold to 32 rental events in the Auditorium, an average of 349 tickets per event. A total of 10,112 tickets were validated for those 32 events, an average of 316 per event.**

**** In FY20 (as of April 27), 7,732 tickets have been sold to 20 rental events in the Auditorium, an average of 387 tickets per event. A total of 6,981 tickets have been validated for those 20 events, an average of 349 per event.**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget																																									
Fund 100 - GF																																																		
Department 65 - Cultural and Performing Arts																																																		
Division 75 - Facility Enterprises																																																		
<i>Personnel - Salaries</i>																																																		
100-65-75-50 00	Salaries Full-time	47,435.27	88,176.96	69,478.07	84,961.85	88,809.00	104,409.00	88,832.00	88,832.00																																									
100-65-75-50 02	Salaries Part-time	40,987.89	31,407.35	46,901.52	54,469.84	38,000.00	43,397.00	63,483.00	31,959.00																																									
100-65-75-50 021	Salaries Part-time w/Benefits	.00	.00	281.91	135.99	.00	.00	.00	.00																																									
<i>Personnel - Salaries Totals</i>		\$88,423.16	\$119,584.31	\$116,661.50	\$139,567.68	\$126,809.00	\$147,806.00	\$152,315.00	\$120,791.00																																									
<i>Personnel - Benefits</i>																																																		
100-65-75-51 00	Benefits Longevity	350.00	450.00	600.00	700.00	950.00	850.00	850.00	850.00																																									
100-65-75-51 10	Benefits FICA	6,344.56	8,524.37	8,361.34	10,066.74	10,797.00	11,373.00	11,719.00	9,307.00																																									
100-65-75-51 11	Benefits Group Insurance - Health	7,987.27	12,755.49	8,785.09	13,611.81	13,999.00	13,504.00	14,632.00	14,632.00																																									
100-65-75-51 15	Benefits Life Insurance	292.92	525.10	493.90	417.52	329.00	642.00	515.00	515.00																																									
100-65-75-51 20	Benefits Retirement - General Employees	3,216.56	6,458.71	5,276.12	6,668.54	7,907.00	9,480.00	9,070.00	9,061.00																																									
100-65-75-51 30	Benefits 401K - General Employees	1,909.35	3,543.05	2,798.31	3,422.48	3,547.00	4,209.00	3,585.00	3,585.00																																									
<i>Personnel - Benefits Totals</i>		\$20,100.66	\$32,256.72	\$26,314.76	\$34,887.09	\$37,529.00	\$40,058.00	\$40,371.00	\$37,950.00																																									
<i>Contractual Services</i>																																																		
100-65-75-56 10	Cont Serv Contracts and Agreements	1,678.46	1,792.66	1,970.99	2,193.03	2,340.00	2,340.00	.00	.00																																									
100-65-75-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	2,600.00	675.00																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="3"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Weekly Linen Service</td> <td colspan="2"></td> <td>13.5000</td> <td>50.00</td> <td colspan="2">675.00</td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2" style="text-align: right;">Final Budget Totals</td> <td colspan="2">\$675.00</td> </tr> </tbody> </table>										Budget Transactions									Level	Transaction			Number of Units	Cost Per Unit	Total Amount		Final Budget	Weekly Linen Service			13.5000	50.00	675.00						Final Budget Totals		\$675.00									
Budget Transactions																																																		
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																												
Final Budget	Weekly Linen Service			13.5000	50.00	675.00																																												
				Final Budget Totals		\$675.00																																												
<i>Contractual Services Totals</i>		\$1,678.46	\$1,792.66	\$1,970.99	\$2,193.03	\$2,340.00	\$2,340.00	\$2,600.00	\$675.00																																									
<i>Operating Expenses</i>																																																		
100-65-75-52 01	Op Exp Postage and Shipping Expense	118.13	13.45	470.37	833.76	.00	245.00	.00	.00																																									
100-65-75-52 25	Op Exp Advertising Expense	38,648.95	67,139.29	47,595.30	53,806.91	50,034.00	55,585.00	30,800.00	15,400.00																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Budget Transactions</th> <th colspan="3"></th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Level</th> <th>Transaction</th> <th colspan="2"></th> <th>Number of Units</th> <th>Cost Per Unit</th> <th colspan="2">Total Amount</th> </tr> </thead> <tbody> <tr> <td>Final Budget</td> <td>Excelerate Digital Marketing</td> <td colspan="2"></td> <td>1.0000</td> <td>14,400.00</td> <td colspan="2">14,400.00</td> </tr> <tr> <td>Final Budget</td> <td>Promotional Materials</td> <td colspan="2"></td> <td>1.0000</td> <td>1,000.00</td> <td colspan="2">1,000.00</td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2" style="text-align: right;">Final Budget Totals</td> <td colspan="2">\$15,400.00</td> </tr> </tbody> </table>										Budget Transactions									Level	Transaction			Number of Units	Cost Per Unit	Total Amount		Final Budget	Excelerate Digital Marketing			1.0000	14,400.00	14,400.00		Final Budget	Promotional Materials			1.0000	1,000.00	1,000.00						Final Budget Totals		\$15,400.00	
Budget Transactions																																																		
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																												
Final Budget	Excelerate Digital Marketing			1.0000	14,400.00	14,400.00																																												
Final Budget	Promotional Materials			1.0000	1,000.00	1,000.00																																												
				Final Budget Totals		\$15,400.00																																												
100-65-75-52 27	Op Exp Local Mileage	129.01	.00	80.10	81.78	130.00	130.00	138.00	138.00																																									
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Budget Transactions																																																		
Level	Transaction			Number of Units	Cost Per Unit	Total Amount																																												
Final Budget	Justin Doan JCVB Meetings			1.0000	69.00	69.00																																												



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department	65 - Cultural and Performing Arts								
Division	75 - Facility Enterprises								
Operating Expenses									
	Final Budget					1.0000	69.00	69.00	
	Martha Vandergriff-off sight meetings, chamber visits								
	Final Budget Totals							\$138.00	
100-65-75-52 35	Op Exp Maint and Repair - Equipment	9,901.59	72.96	728.09	56.40	6,050.00	6,050.00	1,450.00	800.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					2.0000	225.00	450.00	
	Final Budget					1.0000	350.00	350.00	
	Final Budget Totals							\$800.00	
100-65-75-52 60	Op Exp Equipment Purchase	16,865.65	4,413.38	79.95	12,055.48	950.00	1,080.00	2,772.00	1,672.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					5.0000	20.00	100.00	
	Final Budget					6.0000	12.00	72.00	
	Final Budget					4.0000	375.00	1,500.00	
	Final Budget Totals							\$1,672.00	
100-65-75-52 62	Op Exp Dues and Subscriptions	50.00	50.00	75.00	50.00	50.00	75.00	75.00	75.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	75.00	75.00	
	Final Budget Totals							\$75.00	
100-65-75-52 85	Op Exp Departmental Supplies	6.64	495.57	538.86	1,681.09	580.00	650.00	2,075.00	575.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					10.0000	15.00	150.00	
	Final Budget					5.0000	50.00	250.00	
	Final Budget					1.0000	175.00	175.00	
	Final Budget Totals							\$575.00	
100-65-75-53 03	Op Exp Worker's Compensation Insurance	1,670.13	2,477.49	1,681.09	1,753.60	1,976.00	1,670.00	3,997.00	3,175.00
100-65-75-53 99	Op Exp Miscellaneous Expense	237.45	.00	388.20	.00	.00	.00	.00	.00
	Operating Expenses Totals	\$67,627.55	\$74,662.14	\$51,636.96	\$70,319.02	\$59,770.00	\$65,485.00	\$41,307.00	\$21,835.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 65 - Cultural and Performing Arts									
Division 75 - Facility Enterprises									
Programs									
100-65-75-54 33	Programs Value Added Services - Beverages	1,139.15	587.62	145.09	612.23	400.00	1,018.00	.00	.00
100-65-75-54 34	Programs Value Added Services - Linens	916.17	1,249.02	1,017.06	348.91	750.00	1,160.00	1,200.00	945.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Client Linen Rental					315.0000	3.00	945.00	
							Final Budget Totals	\$945.00	
100-65-75-54 35	Programs Value Added Services-Dance Floor	3,900.00	600.00	700.00	800.00	800.00	1,600.00	1,600.00	1,600.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Dance Floor rental					4.0000	400.00	1,600.00	
							Final Budget Totals	\$1,600.00	
	<i>Programs Totals</i>	\$5,955.32	\$2,436.64	\$1,862.15	\$1,761.14	\$1,950.00	\$3,778.00	\$2,800.00	\$2,545.00
<i>Miscellaneous</i>									
100-65-75-59 06	Misc Miscellaneous	2,047.20	1,571.99	2,253.14	916.93	.00	1,500.00	1,500.00	1,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	General Coverage					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$1,500.00	
	<i>Miscellaneous Totals</i>	\$2,047.20	\$1,571.99	\$2,253.14	\$916.93	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
	Division 75 - Facility Enterprises Totals	\$185,832.35	\$232,304.46	\$200,699.50	\$249,644.89	\$228,398.00	\$260,967.00	\$240,893.00	\$185,296.00
	Department 65 - Cultural and Performing Arts Totals	\$185,832.35	\$232,304.46	\$200,699.50	\$249,644.89	\$228,398.00	\$260,967.00	\$240,893.00	\$185,296.00
	Fund 100 - GF Totals	\$185,832.35	\$232,304.46	\$200,699.50	\$249,644.89	\$228,398.00	\$260,967.00	\$240,893.00	\$185,296.00
	Net Grand Totals	\$185,832.35	\$232,304.46	\$200,699.50	\$249,644.89	\$228,398.00	\$260,967.00	\$240,893.00	\$185,296.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Cultural Arts
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 65 - Cultural and Performing Arts									
Division 95 - Capital Outlay									
Capital Outlay									
100-65-95-58 50	Cap Out Capital Outlay	.00	.00	77,338.68	40,548.54	.00	.00	17,500.00	.00
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
	Division 95 - Capital Outlay Totals	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
Department 65 - Cultural and Performing Arts Totals		\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
	Fund 100 - GF Totals	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00
	Net Grand Totals	\$0.00	\$0.00	\$77,338.68	\$40,548.54	\$0.00	\$0.00	\$17,500.00	\$0.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Library
Division:**

Library Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Salaries - Personnel - Salaries	\$304,657.90	\$329,009.84	\$310,212.03	\$347,418.53	\$362,924.00	\$407,574.00	\$411,071.00	\$411,071.00
Benefits - Personnel - Benefits	\$114,839.46	\$113,434.93	\$92,896.14	\$115,913.53	\$126,373.00	\$134,615.00	\$142,368.00	\$142,334.00
Contract Serv - Contractual Services	\$13,080.74	\$11,486.20	\$18,976.09	\$66,542.53	\$23,390.00	\$27,281.00	\$88,534.00	\$84,534.00
Op Exp - Operating Expenses	\$42,280.22	\$31,703.16	\$26,962.89	\$48,040.53	\$83,256.00	\$75,150.00	\$87,364.00	\$58,920.00
Prgms - Programs	\$51,167.78	\$41,099.29	\$40,367.83	\$45,232.28	\$55,885.00	\$54,838.00	\$58,909.00	\$59,315.00
Cap Outlay - Capital Outlay	\$0.00	\$31,219.75	\$36,390.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Total: GF	(\$526,026.10)	(\$557,953.17)	(\$525,805.68)	(\$623,147.40)	(\$651,828.00)	(\$699,458.00)	(\$788,246.00)	(\$756,174.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$526,026.10	\$557,953.17	\$525,805.68	\$623,147.40	\$651,828.00	\$699,458.00	\$788,246.00	\$756,174.00
Net Grand Totals:	(\$526,026.10)	(\$557,953.17)	(\$525,805.68)	(\$623,147.40)	(\$651,828.00)	(\$699,458.00)	(\$788,246.00)	(\$756,174.00)

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Library Services
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> • The library and Economic Development departments are teaming up with the UNC School of Government’s Development Finance Initiative (DFI) to conduct a community scan, parcel analysis, and market analysis of Downtown Clayton to ascertain the likelihood of a successful public/private collaboration to create a new library facility in downtown Clayton. Phase one of this project will begin in mid-May. 	<p>Think Economic Development. Think Prosperity</p>
<ul style="list-style-type: none"> •Grants: We received three grants, totaling over \$6800. These grants provided funds for iPads and iPod touches for library instruction; conference registration, hotel, and transportation for attendance to the Public Library Association conference; and materials to assist the library in efforts to re-open after the COVID-19 crisis, including scanners for a self-check-out station, bins for returned books, and additional supplies. 	<p>Think Town Finances. Think Responsibility.</p>
<ul style="list-style-type: none"> •Online Cards: After the COVID-19 Crisis hit, the library made an online library card application available to the public. To date, we have created 397 online cards: 315 for in-town residents and 83 for out-of-town residents. • Programming: Our programming numbers continue to grow! Between July and February of 2020, attendance to library programs increased 38% over program attendance for that time period in FY19. • In response to COVID-19, we have moved all programming online. In the first month of our online storytimes, we had just over 900 views/”attendees” to 	<p>Think Growth. Think Balance</p>

<p>those programs. We are committed to meeting our patrons' needs during the COVID-19 crisis.</p>	
<ul style="list-style-type: none"> • The library started new partnerships with two downtown institutions this year: Revival 1869 and the Clayton Farmer's Market and. We created an ongoing book club at Revival and are planning new instructional programs with the Farmer's Market (COVID-19 has delayed those some). 	<p>Think Downtown. Think Awesome.</p>
<ul style="list-style-type: none"> • Grace Lin: In October, we were able to bring the Caldecott Honor-winning Grace Lin to CLAYTON! WE had roughly 485 people attend her readings and programs, including the 3rd grade classes from Riverwood and West Clayton Elementary Schools. This author visit was made possible by a grant from the Association of Library Services for Children. Our children's librarian Laura McGuire was the SOLE recipient of this national award in 2019! <ul style="list-style-type: none"> • Diverse Books: We completed a diversity audit of our children's and adult collections and have committed to purchasing books by authors of diverse ethnicities, religions, political parties, and backgrounds. Our children's department has spearheaded this attempt and received great feedback from the community. We want everyone to feel welcome in Clayton! 	<p>Think Arts & Culture. Think Diversity</p>
<ul style="list-style-type: none"> • Cultural Arts Grants in the Library: The library has teamed up with two recipients of Clayton Cultural Arts Grants to host family and children's programming. The first recipient, Atlantic Music Therapy, hosted monthly family music therapy programs. The second recipient, Jeanne George from Clayton Visual Arts, hosted two elementary art programs before COVID-19 hit and is planning on creating new programs as the crises passes. 	<p>Think Arts & Culture. Think Diversity</p>
<ul style="list-style-type: none"> • The library has increased online interactions this year, as the following metrics show: <ul style="list-style-type: none"> • We have begun posting many videos online and have a 1087% increase in video engagements (that's not a typo!!) • We have a 6.6% increase in Facebook followers from last year. 	<p>Think Communication & Partnerships. Think Collaboration.</p>

<ul style="list-style-type: none"> • We have increased our Facebook posts by 17.7% since this time last year. • Our in-person and online programs are drawing more attendees, which shows us that our online marketing is working! 	
<ul style="list-style-type: none"> • The Library began responding to the COVID-19 crisis on March 2, 2020 and has been planning for altered services reaching into the next fiscal year. We want to implement new strategies for patron interactions and online services so that we can meet needs in a safe and effective manner. 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> • In October, Children’s Librarian Laura McGuire and Library Assistant Pam Taylor attended the North Carolina Library Association Conference. They made great connections and have increased programming as a direct result of learning at the conference. <ul style="list-style-type: none"> • Library staff has taken advantage of multiple online learning opportunities during COVID-19, including customer service, Summer Reading Program webinars, Librarianship during Crisis training, and more. Currently, staff are averaging 2 hours of Continuing Education a week. This CE helps staff to stay current and connected to the larger library community so that the services we provide are in step with librarianship nationwide. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	<ul style="list-style-type: none"> • We will continue to focus on collecting eBooks and eAudiobooks so that patrons can access them without entering the building. 	Within budget, totals increased by \$3000 (e-iNC contract factored in.)	Think Town Finances. Think Responsibility.
Program or Service Change	<ul style="list-style-type: none"> • We will move our Summer Reading Program completely 	Using funds from the Friends of the Library	Think Safe, Clean, Engaged. Think Community

	<p>online so that we can meet needs and maintain safety.</p> <p>Other moves to online programming will occur as mandated.</p>	<p>and resources from the state library, we are within budget to complete this task. No change in funding.</p>	
Legislative Mandate	<ul style="list-style-type: none"> • We are looking at potentially reduced hours for Part-time workers until the COVID-19 crisis has passed. 	<p>Without knowing the future, we can't be sure, but there may be less spending in the Part-Time salary line item in FY21.</p>	<p>Think Safe, Clean, Engaged. Think Community</p>

Performance Measures

Mission Statement: The library fosters learning and connection to the community

Goal: Provide Access to Relevant Resources

Objective	2020-2021 Target	Fiscal Year 2018- 2019 Actual	2019- 2020 Year to Date
• Meet or exceed state average of circulation per capita. (very much affected by COVID-19 this year.)	6.25 per capita	4.06	*2.8
• Program attendance meets or exceeds average for municipal libraries.	21.51 attendance/program	21.37	31.7

Goal: Demonstrate in-person connections to the community

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• At least one community member presents a program per month.	One per month	16	15
• Active users increase annually. (also very much affected by COVID-19 this year.)	Increase by up to 5%	8887	*8398

Goal: Demonstrate virtual connection to the community.

Objective	2020-2021 Target	Fiscal Year 2018- 2019 Actual	2019-2020 Year to Date
• Create relevant social media posts each month	3 per week	On Target	246 Facebook posts, 43 Instagram posts = 5.6 average posts per week; We have also had a 6.6% increase in Facebook followers.
• Digital resource use occurs at high level.	5% increase annually	Total e-circulation = 5058	Total e-circulation= 6778 (34% increase so far)



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
<i>Personnel - Salaries</i>									
100-68-02-50 00	Salaries Full-time	274,701.87	287,831.34	270,004.04	305,591.80	324,961.00	349,675.00	353,620.00	353,620.00
100-68-02-50 02	Salaries Part-time	29,956.03	41,178.50	40,207.99	41,826.73	37,963.00	57,899.00	57,451.00	57,451.00
	<i>Personnel - Salaries Totals</i>	\$304,657.90	\$329,009.84	\$310,212.03	\$347,418.53	\$362,924.00	\$407,574.00	\$411,071.00	\$411,071.00
<i>Personnel - Benefits</i>									
100-68-02-51 00	Benefits Longevity	4,700.00	5,350.00	5,600.00	5,600.00	6,300.00	6,300.00	7,000.00	7,000.00
100-68-02-51 10	Benefits FICA	23,173.78	25,009.01	23,596.96	26,122.71	27,914.00	31,665.00	31,981.00	31,981.00
100-68-02-51 11	Benefits Group Insurance - Health	55,623.24	48,567.73	30,597.62	46,517.35	48,704.00	50,078.00	51,212.00	51,212.00
100-68-02-51 15	Benefits Life Insurance	1,684.16	1,698.96	1,656.49	1,309.35	1,059.00	866.00	1,650.00	1,650.00
100-68-02-51 20	Benefits Retirement - General Employees	18,625.60	21,083.99	20,424.97	23,926.84	29,179.00	31,472.00	36,105.00	36,071.00
100-68-02-51 30	Benefits 401K - General Employees	11,032.68	11,725.24	11,020.10	12,437.28	13,217.00	14,234.00	14,420.00	14,420.00
	<i>Personnel - Benefits Totals</i>	\$114,839.46	\$113,434.93	\$92,896.14	\$115,913.53	\$126,373.00	\$134,615.00	\$142,368.00	\$142,334.00
<i>Contractual Services</i>									
100-68-02-56 00	Cont Serv Professional Services	.00	.00	.00	51,144.50	.00	.00	.00	.00
100-68-02-56 10	Cont Serv Contracts and Agreements	4,184.00	4,264.00	16,227.91	13,301.17	12,845.00	16,736.00	77,909.00	.00
100-68-02-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	.00	73,909.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Children's Author Appearance	1.0000	4,000.00	4,000.00
Final Budget	Children's Author Appearance - CUT	1.0000	(4,000.00)	(4,000.00)
Final Budget	Development Finance Initiative Project Phase 2	1.0000	32,300.00	32,300.00
Final Budget	Development Finance Initiative Project, Phase 1	1.0000	23,400.00	23,400.00
Final Budget	e-INC Platform Plan	1.0000	3,000.00	3,000.00
Final Budget	Koha Integrated Library System - Annual Hosting Fee	1.0000	3,300.00	3,300.00
Final Budget	Libki Kiosk Management System - ByWater Solutions	1.0000	524.00	524.00
Final Budget	OCLC Interlibrary Loan Services	1.0000	3,150.00	3,150.00
Final Budget	Overdrive Content Service Plan for digital platform	1.0000	6,000.00	6,000.00
Final Budget	Sensource Door Counter Software and Annual Fee	1.0000	360.00	360.00
Final Budget	Total Connection: 1/2 back page add	3.0000	625.00	1,875.00
	Final Budget Totals			\$73,909.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
Contractual Services									
100-68-02-56 50	Cont Serv Equipment Rental	6,110.71	4,441.20	1,326.18	1,819.86	1,890.00	1,890.00	1,890.00	1,890.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copiers (2) 3350					12.0000	157.50	1,890.00	
								Final Budget Totals	\$1,890.00
<i>Contractual Services Totals</i>		\$10,294.71	\$8,705.20	\$17,554.09	\$66,265.53	\$14,735.00	\$18,626.00	\$79,799.00	\$75,799.00
<i>Operating Expenses</i>									
100-68-02-52 00	Op Exp Copy Expense	869.22	1,326.37	1,545.58	1,627.17	1,100.00	971.00	1,200.00	1,200.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copy Charges BW					12.0000	60.00	720.00	
Final Budget	Konica Minolta Copy Charges Color					12.0000	40.00	480.00	
								Final Budget Totals	\$1,200.00
100-68-02-52 01	Op Exp Postage and Shipping Expense	472.61	678.24	757.91	812.38	850.00	600.00	875.00	875.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	InterLibrary Loan "Library Mail" Book Returns					1.0000	875.00	875.00	
								Final Budget Totals	\$875.00
100-68-02-52 16	Op Exp Telephone Exp - Mobile	.00	.00	219.15	678.43	540.00	482.00	537.00	540.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	MP Library Director					12.0000	45.00	540.00	
								Final Budget Totals	\$540.00
100-68-02-52 25	Op Exp Advertising Expense	.00	.00	.00	.00	.00	.00	.00	1,150.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	GRANT - Let's Talk About It Marketing Materials					1.0000	150.00	150.00	
Final Budget	Marketing Materials: Brochures, Posters and Post Cards					1.0000	1,000.00	1,000.00	
								Final Budget Totals	\$1,150.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
Operating Expenses									
100-68-02-52 26	Op Exp Professional Development	38.83	1,736.63	1,521.58	2,306.47	4,900.00	4,900.00	4,400.00	3,100.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	ALA Annual Conference					1.0000	2,000.00		2,000.00
Final Budget	Catalog Librarian Training					1.0000	250.00		250.00
Final Budget	Catalog Librarian Training - CUT					1.0000	(250.00)		(250.00)
Final Budget	Every Child Read to Read Training Kit					1.0000	200.00		200.00
Final Budget	In-person trainings for staff					2.0000	300.00		600.00
Final Budget	In-person trainings for staff - CUT					2.0000	(300.00)		(600.00)
Final Budget	Library Director Conference					3.0000	450.00		1,350.00
Final Budget	Library Director Conference - REDUCE					1.0000	(450.00)		(450.00)
								Final Budget Totals	\$3,100.00
100-68-02-52 27	Op Exp Local Mileage	.00	21.94	.00	.00	.00	.00	.00	.00
100-68-02-52 35	Op Exp Maint and Repair - Equipment	.00	.00	8.99	.00	500.00	500.00	500.00	500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Misc.					1.0000	500.00		500.00
								Final Budget Totals	\$500.00
100-68-02-52 36	Op Exp Maint and Repair - Vehicles	.00	.00	65.64	137.97	100.00	100.00	100.00	100.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Miscellaneous					1.0000	100.00		100.00
								Final Budget Totals	\$100.00
100-68-02-52 37	Op Exp Maint and Repair - Buildings	.00	.00	.00	.00	.00	.00	535.00	535.00
100-68-02-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	.00	40.00	.00	.00	.00
100-68-02-52 52	Op Exp Fuel	.00	.00	59.43	263.54	200.00	200.00	240.00	240.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Fuel for Library Van					6.0000	40.00		240.00
								Final Budget Totals	\$240.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **68 - Library Operations**
 Division **02 - Administration**
 Operating Expenses

100-68-02-52 60	Op Exp Equipment Purchase	11,733.69	4,041.04	6.74	18,451.50	21,165.00	22,200.00	22,611.00	3,216.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	Door Counter			2.0000	895.00	1,790.00			
Final Budget	Door Counter - CUT			2.0000	(895.00)	(1,790.00)			
Final Budget	Furniture: Teen Room - CUT			1.0000	(4,400.00)	(4,400.00)			
Final Budget	Furniture: Teen Room, 4 tables, 14 chairs			1.0000	4,400.00	4,400.00			
Final Budget	GRANT - LSTA Active Reading Experience Shelving			2.0000	552.00	1,104.00			
Final Budget	iPad Wall Mounts, Replace Current			2.0000	300.00	600.00			
Final Budget	Office Furniture: Children's office			1.0000	4,385.00	4,385.00			
Final Budget	Office Furniture: Children's office - CUT			1.0000	(4,385.00)	(4,385.00)			
Final Budget	Office Furniture: Circulation			1.0000	2,050.00	2,050.00			
Final Budget	Office Furniture: Circulation - CUT			1.0000	(2,050.00)	(2,050.00)			
Final Budget	Office Furniture: Director's office			1.0000	3,800.00	3,800.00			
Final Budget	Office Furniture: Director's office - CUT			1.0000	(3,800.00)	(3,800.00)			
Final Budget	Tables for children's room			2.0000	506.00	1,012.00			
Final Budget	TV for signage			1.0000	500.00	500.00			
							Final Budget Totals	\$3,216.00	

100-68-02-52 62	Op Exp Dues and Subscriptions	3,102.44	4,249.99	1,151.00	1,844.00	2,078.00	2,078.00	2,198.00	2,198.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	American Library Association			2.0000	160.00	320.00			
Final Budget	American Library Association: Director			1.0000	280.00	280.00			
Final Budget	MALIA membership: extensive discount w book vendor			1.0000	150.00	150.00			
Final Budget	MLU Annual License			1.0000	453.00	453.00			
Final Budget	NC Public Library Directors Association			1.0000	175.00	175.00			
Final Budget	NCPLDA- NC Kids Digital Services Platform			1.0000	100.00	100.00			
Final Budget	Rotary Annual Dues			12.0000	60.00	720.00			
							Final Budget Totals	\$2,198.00	

100-68-02-52 85	Op Exp Departmental Supplies	10,141.31	5,350.90	6,242.37	4,563.36	7,050.00	7,900.00	12,268.00	11,118.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Audiobook and DVD Cases			1.0000	1,500.00	1,500.00		
Final Budget	Book Processing (tape, labels, stickers, covers)			12.0000	200.00	2,400.00		



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **100 - GF**
 Department **68 - Library Operations**
 Division **02 - Administration**
Operating Expenses

Final Budget	Children's Room Supplies					4.0000	50.00	200.00		
Final Budget	Clayton Seal Shirts/Vests					12.0000	50.00	600.00		
Final Budget	Credit Card Receipt Paper					3.0000	30.00	90.00		
Final Budget	File boxes and Misc Supplies (History Room)					1.0000	350.00	350.00		
Final Budget	GRANT - LSTA Active Reading Experience Supplies					1.0000	2,082.00	2,082.00		
Final Budget	Library Cards					1,500.0000	1.50	2,250.00		
Final Budget	Office Supplies					12.0000	50.00	600.00		
Final Budget	Paper					14.0000	35.00	490.00		
Final Budget	Thermal Paper (receipt printers)					2.0000	178.00	356.00		
Final Budget	Toner cartridges (1 desktop printer for book labels)					2.0000	100.00	200.00		
Final Budget Totals									\$11,118.00	

100-68-02-53 03	Op Exp Worker's Compensation Insurance	575.58	859.83	827.04	1,051.09	733.00	669.00	1,506.00	1,506.00
100-68-02-53 99	Op Exp Miscellaneous Expense	.00	.00	.00	.00	.00	.00	670.00	670.00
<i>Operating Expenses Totals</i>		\$26,933.68	\$18,264.94	\$12,405.43	\$31,735.91	\$39,256.00	\$40,600.00	\$47,640.00	\$26,948.00

Programs
 100-68-02-54 25 Programs Book Purchases 49,283.33 39,639.06 39,533.84 39,466.98 46,296.00 50,877.00 48,206.00 48,612.00

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Adult E-books and eAudio (Overdrive)	1.0000	9,000.00	9,000.00
Final Budget	Adult Fiction and Nonfiction (Ingram)	1.0000	6,000.00	6,000.00
Final Budget	Book Club Sets (Ingram and Amazon)	6.0000	300.00	1,800.00
Final Budget	Children's Audio Books on CD	12.0000	100.00	1,200.00
Final Budget	DVDs	1.0000	2,000.00	2,000.00
Final Budget	Gale proforma (Large Print)	1.0000	6,100.00	6,100.00
Final Budget	GRANT - LSTA Active Reading Experience Books	1.0000	2,672.00	2,672.00
Final Budget	Junior Library Guild proforma (J-YA print)	1.0000	3,800.00	3,800.00
Final Budget	Juvenile and YA Fiction/Nonfiction (Ingram)	1.0000	10,000.00	10,000.00
Final Budget	Juvenile/YA E-books and E-Audio (Overdrive)	1.0000	4,000.00	4,000.00
Final Budget	Recorded Books - adult books on CD monthly plan	12.0000	170.00	2,040.00
Final Budget Totals				\$48,612.00

100-68-02-54 26	Programs Periodicals	1,289.45	1,160.23	833.99	1,020.82	1,164.00	961.00	1,248.00	1,248.00
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Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Book Page monthly (300 per month)	1.0000	348.00	348.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
Programs									
Final Budget	COX Subscription Service					1.0000	355.00	355.00	
Final Budget	News & Observer Daily					1.0000	375.00	375.00	
Final Budget	Publisher's Weekly (Collection Development)					1.0000	170.00	170.00	
								Final Budget Totals	\$1,248.00
100-68-02-54 30	Programs Community Based Production	595.00	300.00	.00	4,744.48	8,425.00	3,000.00	9,455.00	9,455.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Adult Programming					12.0000	100.00	1,200.00	
Final Budget	Children's Programming					12.0000	100.00	1,200.00	
Final Budget	Family/Special Programming					6.0000	100.00	600.00	
Final Budget	GRANT - Let's Talk About It Programs					5.0000	100.00	500.00	
Final Budget	GRANT - Let's Talk About It Speakers					5.0000	451.00	2,255.00	
Final Budget	Summer Reading					1.0000	2,500.00	2,500.00	
Final Budget	Teen Programming					12.0000	100.00	1,200.00	
								Final Budget Totals	\$9,455.00
<i>Programs Totals</i>		\$51,167.78	\$41,099.29	\$40,367.83	\$45,232.28	\$55,885.00	\$54,838.00	\$58,909.00	\$59,315.00
Sub Department 03 - Hocutt Ellington Library									
Contractual Services									
100-68-02-03-56 10	Cont Serv Contracts and Agreements	2,786.03	2,781.00	1,422.00	277.00	8,655.00	8,655.00	.00	.00
100-68-02-03-56 11	Cont Serv Contract Services	.00	.00	.00	.00	.00	.00	8,735.00	8,735.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Brady Monthly Monitoring					1.0000	3,800.00	3,800.00	
Final Budget	Elevator inspection Dept of Labor					1.0000	75.00	75.00	
Final Budget	Fire extinguisher service					1.0000	40.00	40.00	
Final Budget	HVAC PM 8 units 2X per year					16.0000	90.00	1,440.00	
Final Budget	Pest control per month					12.0000	35.00	420.00	
Final Budget	Termite contract					1.0000	2,800.00	2,800.00	
Final Budget	Termite inspection contract per year					1.0000	160.00	160.00	
								Final Budget Totals	\$8,735.00
<i>Contractual Services Totals</i>		\$2,786.03	\$2,781.00	\$1,422.00	\$277.00	\$8,655.00	\$8,655.00	\$8,735.00	\$8,735.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 02 - Administration									
Sub Department 03 - Hocutt Ellington Library									
Operating Expenses									
100-68-02-03-52 10	Op Exp Utility Exp - Town Electricity	7,478.08	7,634.13	8,613.31	12,809.23	8,800.00	8,400.00	8,652.00	8,400.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	5 yr average					12.0000	700.00	8,400.00	
							Final Budget Totals	\$8,400.00	
100-68-02-03-52 11	Op Exp Utility Exp - Town W/S	956.77	741.77	704.04	843.50	3,700.00	840.00	4,092.00	4,092.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	5 yr avg					12.0000	70.00	840.00	
Final Budget	Increase 10% per Rich					1.0000	372.00	372.00	
Final Budget	Increase due to monthly service charge					12.0000	240.00	2,880.00	
							Final Budget Totals	\$4,092.00	
100-68-02-03-52 37	Op Exp Maint and Repair - Buildings	6,341.69	5,062.32	3,258.34	2,411.89	30,000.00	23,810.00	25,480.00	17,980.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Brady auto-lock doors					3.0000	2,500.00	7,500.00	
Final Budget	Brady auto-lock doors - DEFER					3.0000	(2,500.00)	(7,500.00)	
Final Budget	Convert lights to LED					80.0000	80.00	6,400.00	
Final Budget	Deep clean / contractor					1.0000	1,540.00	1,540.00	
Final Budget	Misc undesignated repairs (lump sum)					1.0000	1,800.00	1,800.00	
Final Budget	Power wash building and sidewalk					1.0000	1,240.00	1,240.00	
Final Budget	Replace 1 HVAC unit					1.0000	7,000.00	7,000.00	
							Final Budget Totals	\$17,980.00	
100-68-02-03-52 38	Op Exp Maint and Repair - Grounds	570.00	.00	1,981.77	240.00	1,500.00	1,500.00	1,500.00	1,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Landscaping / flowers / mulch / etc					1.0000	1,500.00	1,500.00	
							Final Budget Totals	\$1,500.00	
Operating Expenses Totals		\$15,346.54	\$13,438.22	\$14,557.46	\$16,304.62	\$44,000.00	\$34,550.00	\$39,724.00	\$31,972.00
Sub Department 03 - Hocutt Ellington Library	Totals	\$18,132.57	\$16,219.22	\$15,979.46	\$16,581.62	\$52,655.00	\$43,205.00	\$48,459.00	\$40,707.00
Division 02 - Administration	Totals	\$526,026.10	\$526,733.42	\$489,414.98	\$623,147.40	\$651,828.00	\$699,458.00	\$788,246.00	\$756,174.00



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
	Department 68 - Library Operations Totals	\$526,026.10	\$526,733.42	\$489,414.98	\$623,147.40	\$651,828.00	\$699,458.00	\$788,246.00	\$756,174.00
	Fund 100 - GF Totals	\$526,026.10	\$526,733.42	\$489,414.98	\$623,147.40	\$651,828.00	\$699,458.00	\$788,246.00	\$756,174.00
	Net Grand Totals	\$526,026.10	\$526,733.42	\$489,414.98	\$623,147.40	\$651,828.00	\$699,458.00	\$788,246.00	\$756,174.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Library
Division: Capital Outlay**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 68 - Library Operations									
Division 95 - Capital Outlay									
Capital Outlay									
100-68-95-58 50	Cap Out Capital Outlay	.00	31,219.75	36,390.70	.00	.00	.00	.00	.00
	<i>Capital Outlay Totals</i>	<u>\$0.00</u>	<u>\$31,219.75</u>	<u>\$36,390.70</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Division 95 - Capital Outlay Totals	<u>\$0.00</u>	<u>\$31,219.75</u>	<u>\$36,390.70</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Department 68 - Library Operations Totals	<u>\$0.00</u>	<u>\$31,219.75</u>	<u>\$36,390.70</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Fund 100 - GF Totals	<u>\$0.00</u>	<u>\$31,219.75</u>	<u>\$36,390.70</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Net Grand Totals	<u>\$0.00</u>	<u>\$31,219.75</u>	<u>\$36,390.70</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: General Fund Debt
Division:**

Debt Service Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 100 GF								
Expenditures								
Debt Service - Debt Service	\$2,039,022.19	\$1,745,062.10	\$1,751,453.91	\$1,522,175.75	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Misc - Miscellaneous	(\$65,200.80)	(\$64,618.08)	(\$63,981.00)	(\$35,530.08)	\$0.00	\$0.00	\$0.00	\$0.00
Fund Total: GF	(\$1,973,821.39)	(\$1,680,444.02)	(\$1,687,472.91)	(\$1,486,645.67)	(\$1,807,598.00)	(\$1,807,599.00)	(\$1,812,598.00)	(\$1,812,598.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Net Grand Totals:	(\$1,973,821.39)	(\$1,680,444.02)	(\$1,687,472.91)	(\$1,486,645.67)	(\$1,807,598.00)	(\$1,807,599.00)	(\$1,812,598.00)	(\$1,812,598.00)

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: General Government
Division: Debt Service**



Detail Expenditure Budget - General Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 100 - GF									
Department 90 - Debt Service									
Division 00 - Non-departmental									
<i>Debt Service</i>									
100-90-00-57 001	Debt Service FY 00-01 Gov Services Building	302,790.05	299,435.44	296,070.31	.00	.00	.00	.00	.00
100-90-00-57 003	Debt Service FY 03-04 Main Fire Station	114,713.10	110,990.98	107,299.19	69,484.24	.00	.00	.00	.00
100-90-00-57 008	Debt Service FY 07-08 Park Land Purchase	161,041.93	13,680.67	.00	.00	.00	.00	.00	.00
100-90-00-57 009	Debt Service FY 07-08 Fire Truck	47,758.08	47,758.08	31,839.04	.00	.00	.00	.00	.00
100-90-00-57 011	Debt Service Rolling Stock #2	85,223.41	.00	.00	.00	.00	.00	.00	.00
100-90-00-57 012	Debt Service FY 09-10 USDA Comm Ctr Loan	467,884.79	.00	.00	.00	.00	.00	.00	.00
100-90-00-57 013	Debt Service FY 08-09 Community Center	130,816.03	.00	.00	.00	.00	.00	.00	.00
100-90-00-57 035	Debt Service FY 09-10 Series 2009A Public Imp	195,312.50	191,562.50	187,734.38	183,437.50	178,594.00	178,594.00	173,594.00	173,594.00
100-90-00-57 038	Debt Service Clayton Law Enforcement Center	363,682.30	131,204.65	.00	.00	.00	.00	.00	.00
100-90-00-57 039	Debt Service FY 11-12 Series 2012 Public Imp	169,800.00	168,750.00	167,350.00	165,600.00	162,800.00	162,800.00	160,000.00	160,000.00
100-90-00-57 046	Debt Service Community Center Refunding	.00	497,817.26	494,043.99	489,728.01	487,307.00	487,307.00	482,781.00	482,781.00
100-90-00-57 047	Debt Service Law Enforcement Center Refunding	.00	146,789.74	313,594.00	463,370.00	481,758.00	481,758.00	470,574.00	470,574.00
100-90-00-57 048	Debt Service Parkland Refunding	.00	137,072.78	153,523.00	150,556.00	147,589.00	147,589.00	143,622.00	143,622.00
100-90-00-57 15	Debt Service Reserve	.00	.00	.00	.00	349,550.00	349,551.00	382,027.00	382,027.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Davenport Recommendation for Debt Levelling Reserve				1.0000	382,027.00	382,027.00		
					Final Budget Totals		\$382,027.00		
	<i>Debt Service Totals</i>	\$2,039,022.19	\$1,745,062.10	\$1,751,453.91	\$1,522,175.75	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
<i>Miscellaneous</i>									
100-90-00-59 98	Misc Support Services - W/S Fund	(50,061.30)	(49,647.00)	(49,176.00)	(20,726.04)	.00	.00	.00	.00
100-90-00-59 99	Misc Support Services - Electric Fund	(15,139.50)	(14,971.08)	(14,805.00)	(14,804.04)	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	(\$65,200.80)	(\$64,618.08)	(\$63,981.00)	(\$35,530.08)	\$0.00	\$0.00	\$0.00	\$0.00
Division 00 - Non-departmental Totals		\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Department 90 - Debt Service Totals		\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Fund 100 - GF Totals		\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00
Net Grand Totals		\$1,973,821.39	\$1,680,444.02	\$1,687,472.91	\$1,486,645.67	\$1,807,598.00	\$1,807,599.00	\$1,812,598.00	\$1,812,598.00



Detail Expenditure Budget - General Fund

Budget Year 2021

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**Town of Clayton
FY 2020-2021
Revenue Summary**

**Department: Water/Sewer Fund
Division:**



Detail Revenue Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 00 - Non-departmental									
Permits and Fees									
300-56-00-43 10	Per & Fees Assessments	8,762.75	7,310.34	3,257.08	14,549.76	5,925.00	5,925.00	5,925.00	5,925.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	John Street Sewer Assessments			11.0000		538.67		5,925.00	
Final Budget Totals								\$5,925.00	
300-56-00-43 20	Per & Fees Late Fee Penalties	52,083.07	48,157.32	51,952.99	61,799.95	60,118.00	53,519.00	.00	41,630.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Late Fees & Penalties (5 yr average)			1.0000		55,000.00		55,000.00	
Final Budget	Reduction for COVID 19			1.0000		(13,370.00)		(13,370.00)	
Final Budget Totals								\$41,630.00	
300-56-00-43 21	Per & Fees Past Due Penalty	58,085.92	.00	58,765.00	95,798.14	103,210.00	82,500.00	.00	85,000.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Non-payment Penalty (shared with Electric Fund0)			.5000		170,000.00		85,000.00	
Final Budget Totals								\$85,000.00	
300-56-00-43 25	Per & Fees AMI Meter Fee	.00	.00	.00	36,321.16	240,000.00	216,000.00	1.00	.00
300-56-00-43 38	Per & Fees Tower Rental Fees	26,687.97	32,153.40	33,118.00	31,241.06	35,134.00	34,440.00	34,440.00	35,480.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	T-Mobile			12.0000		2,956.62		35,479.44	
Final Budget Totals								\$35,479.44	
300-56-00-43 54	Per & Fees Reimbursement and User Surcharge	373,614.76	442,337.67	589,811.32	597,053.51	550,000.00	757,160.00	.00	808,600.00
Budget Transactions									
<i>Level Transaction</i>				<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>	
Final Budget	Grifols Capital Recovery			12.0000		5,000.00		60,000.00	
Final Budget	Grifols High Strength Surcharge (800K gpd @ \$2.50/1000)			350.0000		2,000.00		700,000.00	
Final Budget	Grifols Pre-Treatment Sampling Lab & Labor			12.0000		2,800.00		33,600.00	
Final Budget	Novo DAPI Pre-Treatment Sampling Fees			2.0000		3,500.00		7,000.00	
Final Budget	Novo DFP Pre-Treatment Sampling Fees			2.0000		3,500.00		7,000.00	



Detail Revenue Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget	
Fund 300 - WSF										
Department 56 - Water Sewer Enterprise										
Division 00 - Non-departmental										
Permits and Fees										
	Final Budget	Reimbursement for pre-treatment advertising					1,000.00	1,000.00	1,000.00	
								Final Budget Totals	\$808,600.00	
300-56-00-43 56	Per & Fees Water Taps	14,230.00	19,275.00	14,675.00	21,450.00	15,121.00	15,121.00	.00	13,000.00	
Budget Transactions										
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
	Final Budget	Per 2020-03-13 B&V Rate Model			1.0000	13,000.00	13,000.00			
								Final Budget Totals	\$13,000.00	
300-56-00-43 565	Per & Fees Sewer Tap Fees	.00	3,200.00	8,700.00	17,875.00	3,208.00	.00	.00	2,000.00	
Budget Transactions										
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
	Final Budget	Town installed 5-year low			1.0000	2,000.00	2,000.00			
								Final Budget Totals	\$2,000.00	
300-56-00-43 59	Per & Fees Meter Fees	56,040.00	91,750.00	86,495.84	106,445.27	85,000.00	85,000.00	.00	67,000.00	
Budget Transactions										
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
	Final Budget	Per 2020-03-13 B&V Rate Model			1.0000	67,000.00	67,000.00			
								Final Budget Totals	\$67,000.00	
300-56-00-43 61	Per & Fees Water/Sewer Enforcement Fines	75.00	25.00	25.00	450.00	.00	.00	.00	.00	
300-56-00-43 63	Per & Fees System Development Fees - Water	.00	.00	.00	1,376,655.00	825,000.00	1,100,000.00	.00	979,193.00	
Budget Transactions										
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
	Final Budget	From B&V Rate Model for FY21			1.0000	979,193.00	979,193.00			
								Final Budget Totals	\$979,193.00	
300-56-00-43 64	Per & Fees System Development Fees - Sewer	.00	.00	.00	2,419,917.00	5,550,000.00	5,400,000.00	.00	1,527,440.00	
Budget Transactions										
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
	Final Budget	From B&V Rate Model for FY21			1.0000	1,527,440.00	1,527,440.00			
								Final Budget Totals	\$1,527,440.00	
300-56-00-43 65	Per & Fees Cut Seal Fee	.00	.00	.00	75.00	.00	.00	.00	.00	



Detail Revenue Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 00 - Non-departmental									
Permits and Fees									
300-56-00-43 66	Per & Fees Meter Tampering Fee	3,423.80	2,850.00	2,225.00	1,575.00	600.00	2,715.00	.00	1,630.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Per 2020-03-13 B&V Rate Model					1.0000	1,630.00	1,630.00	
							Final Budget Totals	\$1,630.00	
300-56-00-43 74	Per & Fees Connection Fees	31,787.00	34,091.50	36,324.75	41,050.00	42,500.00	40,000.00	.00	16,740.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Per 2020-03-13 B&V Rate Model					1.0000	16,740.00	16,740.00	
							Final Budget Totals	\$16,740.00	
300-56-00-43 80	Per & Fees Damage Reimbursement	20,459.12	2,024.02	1,913.64	11,762.71	9,436.00	.00	.00	.00
<i>Permits and Fees Totals</i>		\$645,249.39	\$683,174.25	\$887,263.62	\$4,834,018.56	\$7,525,252.00	\$7,792,380.00	\$40,366.00	\$3,583,638.00
<i>Sales and Services</i>									
300-56-00-44 05	Sales & Serv Sale of Water	4,661,296.14	5,035,227.65	5,610,931.80	6,389,843.68	8,500,000.00	7,950,000.00	.00	8,800,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Rate Study Results					1.0000	8,800,000.00	8,800,000.00	
							Final Budget Totals	\$8,800,000.00	
300-56-00-44 07	Sales & Serv Sale of Water Treatment	4,207,264.14	4,461,852.59	5,025,695.63	5,678,926.13	7,500,000.00	7,230,000.00	.00	8,000,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Rate Study Results					1.0000	8,000,000.00	8,000,000.00	
							Final Budget Totals	\$8,000,000.00	
300-56-00-44 08	Sales & Serv Sale of Water - Bulk	1,041.62	1,423.97	2,159.75	6,468.06	5,000.00	2,242.00	.00	2,424.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Per 2020-03-13 B&V Rate Model					1.0000	2,424.00	2,424.00	
							Final Budget Totals	\$2,424.00	
<i>Sales and Services Totals</i>		\$8,869,601.90	\$9,498,504.21	\$10,638,787.18	\$12,075,237.87	\$16,005,000.00	\$15,182,242.00	\$0.00	\$16,802,424.00
<i>Grants and Donations</i>									
300-56-00-45 20	Grants & Don Grant Funds - Miscellaneous	.00	.00	60,000.00	290,000.00	.00	.00	.00	.00



Detail Revenue Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department	56 - Water Sewer Enterprise								
Division	00 - Non-departmental								
	Grants and Donations								
	<i>Grants and Donations Totals</i>	\$0.00	\$0.00	\$60,000.00	\$290,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>Other Financing Sources</i>								
300-56-00-48 05	Misc Finance Capital	.00	.00	.00	.00	.00	.00	890,000.00	890,000.00
300-56-00-48 91	Misc Transfer from Reserve Fund	.00	1,140,152.00	4,359,000.00	2,873,400.00	3,386,850.00	6,749,350.00	.00	4,862,500.00
	<i>Budget Transactions</i>								
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget Sewer Capacity City of Raleigh - PLACEHOLDER					250,000.0000	8.00	2,000,000.00	
	Final Budget Shenandoah Homes Settlement					1.0000	1,500,000.00	1,500,000.00	
	Final Budget Water Capacity Purchase from County					250,000.0000	5.45	1,362,500.00	
								<i>Final Budget Totals</i>	\$4,862,500.00
300-56-00-49 01	Other Fin Scs Nutrient Offset Fee - Town	.00	.00	.00	.00	315,000.00	.00	.00	200,000.00
	<i>Budget Transactions</i>								
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget 5-year average					1.0000	200,000.00	200,000.00	
								<i>Final Budget Totals</i>	\$200,000.00
300-56-00-49 06	Other Fin Scs Sewer Capacity Fees	.00	.00	.00	.00	.00	7,916,000.00	.00	.00
300-56-00-49 07	Other Fin Scs Water Acreage Fees	181,500.00	.00	.00	.00	.00	.00	.00	.00
300-56-00-49 08	Other Fin Scs Sewer Acreage Fees	771,000.00	.00	.00	.00	.00	.00	.00	.00
	<i>Other Financing Sources Totals</i>	\$952,500.00	\$1,140,152.00	\$4,359,000.00	\$2,873,400.00	\$3,701,850.00	\$14,665,350.00	\$890,000.00	\$5,952,500.00
	<i>Miscellaneous</i>								
300-56-00-48 00	Misc Investment Earnings	3,545.89	7,444.45	14,587.06	22,696.43	15,900.00	22,070.00	8,800.00	8,800.00
300-56-00-48 10	Misc Debt Setoff Revenue	13,040.23	11,879.40	11,559.99	10,925.67	6,425.00	.00	.00	.00
300-56-00-48 40	Misc FEMA/NCEM Damage Reimbursement	.00	8,559.60	.00	.00	.00	.00	.00	.00
300-56-00-48 60	Misc Reimbursable Projects	6,981.00	5,907.00	6,444.00	6,444.00	4,833.00	.00	.00	.00
300-56-00-48 71	Misc Sale of Scrap	991.31	1,948.10	661.70	1,877.15	.00	.00	.00	.00
300-56-00-48 73	Misc Sale of Surplus Equipment	.00	.00	6,400.00	2,885.00	14,585.00	.00	.00	.00
300-56-00-48 97	Misc Miscellaneous	2,743.54	18,227.54	7,968.42	9,204.06	.00	.00	.00	.00
	<i>Miscellaneous Totals</i>	\$27,301.97	\$53,966.09	\$47,621.17	\$54,032.31	\$41,743.00	\$22,070.00	\$8,800.00	\$8,800.00
	<i>Fund Balance and Capital Reserve</i>								
300-56-00-48 99	Misc Fund Balance Appropriated	.00	.00	.00	.00	.00	1,163,818.00	.00	.00
	<i>Fund Balance and Capital Reserve Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,163,818.00	\$0.00	\$0.00



Detail Revenue Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 00 - Non-departmental	Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Department 56 - Water Sewer Enterprise	Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
Fund 300 - WSF	Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00
	Net Grand Totals	\$10,494,653.26	\$11,375,796.55	\$15,992,671.97	\$20,126,688.74	\$27,273,845.00	\$38,825,860.00	\$939,166.00	\$26,347,362.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Water/Sewer Fund
Division:**

Water Sewer Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 300 WSF								
Expenditures								
Salaries - Personnel - Salaries	\$849,546.67	\$848,067.68	\$978,888.88	\$1,037,499.20	\$1,146,343.00	\$1,265,282.00	\$1,187,505.00	\$1,187,505.00
Benefits - Personnel - Benefits	\$328,256.10	\$323,781.12	\$334,738.81	\$398,345.04	\$462,366.00	\$489,897.00	\$500,890.00	\$500,858.00
Contract Serv - Contractual Services	\$1,747,172.24	\$1,874,439.76	\$2,127,165.40	\$2,173,868.72	\$3,014,598.00	\$3,955,839.00	\$3,850,979.00	\$3,975,586.00
Op Exp - Operating Expenses	\$1,354,245.60	\$1,292,280.06	\$1,365,555.49	\$1,359,708.76	\$1,690,865.00	\$1,840,965.00	\$1,889,143.00	\$1,875,577.00
Prgms - Programs	\$2,257,389.26	\$3,098,962.98	\$7,127,009.10	\$8,614,803.23	\$9,694,350.00	\$19,028,856.00	\$6,771,608.00	\$6,941,108.00
Sp App - Special Appropriations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,941.00
Debt Service - Debt Service	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
Cap Outlay - Capital Outlay	(\$1,567,195.74)	(\$4,751,437.76)	(\$2,285,450.57)	(\$4,997,165.65)	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Misc - Miscellaneous	\$2,655,992.61	\$2,909,290.90	\$3,062,660.05	\$6,896,160.03	\$7,599,403.00	\$10,939,403.00	\$1,864,887.00	\$5,871,520.00
Fund Total: WSF	(\$7,782,733.35)	(\$5,738,902.46)	(\$13,075,474.97)	(\$16,378,443.70)	(\$26,838,920.00)	(\$38,825,860.00)	(\$27,413,804.00)	(\$26,347,362.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$7,782,733.35	\$5,738,902.46	\$13,075,474.97	\$16,378,443.70	\$26,838,920.00	\$38,825,860.00	\$27,413,804.00	\$26,347,362.00
Net Grand Totals:	(\$7,782,733.35)	(\$5,738,902.46)	(\$13,075,474.97)	(\$16,378,443.70)	(\$26,838,920.00)	(\$38,825,860.00)	(\$27,413,804.00)	(\$26,347,362.00)

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Water Sewer Fund
Division: Non-Departmental**



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 00 - Non-departmental									
Personnel - Benefits									
300-56-00-51 25	Benefits Retirement - OPEB	.00	1,014.00	.00	.00	.00	.00	.00	.00
	<i>Personnel - Benefits Totals</i>	\$0.00	\$1,014.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Services</i>									
300-56-00-56 00	Cont Serv Professional Services	152,954.75	293,896.75	10,519.50	.00	.00	.00	.00	.00
	<i>Contractual Services Totals</i>	\$152,954.75	\$293,896.75	\$10,519.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Programs</i>									
300-56-00-54 40	Programs Water Capacity Allocation	.00	650,000.00	975,000.00	5,010,000.00	3,872,150.00	3,872,150.00	.00	1,500,000.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	JCU Water Capacity Purchase - General				250,000.0000	6.00	1,500,000.00		
						Final Budget Totals	\$1,500,000.00		
300-56-00-54 41	Programs Sewer Capacity Allocation	.00	.00	3,384,000.00	507,900.00	877,200.00	10,962,700.00	.00	169,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	JCU Annual Bulk Wastewater Capacity Allocation				1.0000	169,500.00	169,500.00		
						Final Budget Totals	\$169,500.00		
	<i>Programs Totals</i>	\$0.00	\$650,000.00	\$4,359,000.00	\$5,517,900.00	\$4,749,350.00	\$14,834,850.00	\$0.00	\$1,669,500.00
<i>Special Appropriations</i>									
300-56-00-55 00	Spec App Salary Reserve	.00	.00	.00	.00	.00	.00	.00	36,941.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	COLA				1.0000	7,191.00	7,191.00		
Final Budget	Merit Pool				1.0000	29,750.00	29,750.00		
						Final Budget Totals	\$36,941.00		
	<i>Special Appropriations Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,941.00
<i>Miscellaneous</i>									
300-56-00-59 00	Misc Depreciation Expense	988,471.05	1,082,455.90	1,145,766.01	1,194,663.03	.00	.00	.00	.00
300-56-00-59 03	Misc Amortization Expense	180,000.00	180,000.00	180,000.00	180,000.00	.00	.00	.00	.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 00 - Non-departmental									
Miscellaneous									
300-56-00-59 06	Misc Miscellaneous	.00	.00	.00	.00	.00	.00	.00	1,500,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Shenandoah Homes Settlement Payment					1.0000	1,500,000.00	1,500,000.00	
								Final Budget Totals	\$1,500,000.00
300-56-00-59 23	Misc Transfer to Capital Project Fund	.00	.00	.00	.00	1,978,750.00	2,758,750.00	.00	.00
300-56-00-59 31	Misc Transfer to SDF Capital Reserve	.00	.00	.00	3,796,572.00	3,940,000.00	6,500,000.00	.00	2,506,633.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	System Development Fees - Sewer					1.0000	1,527,440.00	1,527,440.00	
Final Budget	System Development Fees - Water					1.0000	979,193.00	979,193.00	
								Final Budget Totals	\$2,506,633.00
Miscellaneous Totals		\$1,168,471.05	\$1,262,455.90	\$1,325,766.01	\$5,171,235.03	\$5,918,750.00	\$9,258,750.00	\$0.00	\$4,006,633.00
Division 00 - Non-departmental Totals		\$1,321,425.80	\$2,207,366.65	\$5,695,285.51	\$10,689,135.03	\$10,668,100.00	\$24,093,600.00	\$0.00	\$5,713,074.00
Department 56 - Water Sewer Enterprise Totals		\$1,321,425.80	\$2,207,366.65	\$5,695,285.51	\$10,689,135.03	\$10,668,100.00	\$24,093,600.00	\$0.00	\$5,713,074.00
Fund 300 - WSF Totals		\$1,321,425.80	\$2,207,366.65	\$5,695,285.51	\$10,689,135.03	\$10,668,100.00	\$24,093,600.00	\$0.00	\$5,713,074.00
Net Grand Totals		\$1,321,425.80	\$2,207,366.65	\$5,695,285.51	\$10,689,135.03	\$10,668,100.00	\$24,093,600.00	\$0.00	\$5,713,074.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Water Sewer Enterprise
Division: Operations**

2019-2020 Major Accomplishments	Related Council Goal
•Responded to all Emergencies and Mitigated effectively to Protect Public Health and the Environment	Think Safe, Clean, Engaged. Think Community
•Maintain staffing during the current Pandemic and adjusted schedules for separation in the event of infection	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•Begin review for the Town Standards and Specification revisions under Engineering’s leadership	Think Communication & Partnerships. Think Collaboration.

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	•Assigned staffing to assist the Utility and Billing Dept. with water meter installs and replacements. Discussed moving personnel permanently to accommodate this function in Operations	Additional 80 man-hours per week in Operations to maintain work load and assist with other tasks. \$89,440 Full Time Salaries plus Benefits	Think Communication & Partnerships. Think Collaboration.
Staffing Change	•Assist the AMI Contractor with service line replacements and project issues to ensure production and on schedule completion of project	10 man-hours per week until the completion of the project. \$11,180 Full Time Salaries plus Benefits	Think Communication & Partnerships. Think Collaboration.

Performance Measures

Mission Statement: Safeguarding Public Health and Natural Resources for Now and Tomorrow

Goal: Efficient Emergency Repairs

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Complete or Mitigate 90% or more of all Emergency Calls within 2 hours.	90%	N/A	93%



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 60 - Operations									
<i>Personnel - Salaries</i>									
300-56-60-50 00	Salaries Full-time	336,899.54	372,375.44	420,940.68	423,056.93	467,676.00	480,064.00	441,018.00	441,018.00
300-56-60-50 04	Salaries Overtime	3,518.47	3,099.81	2,250.32	4,670.63	9,217.00	28,580.00	18,000.00	18,000.00
	<i>Personnel - Salaries Totals</i>	\$340,418.01	\$375,475.25	\$423,191.00	\$427,727.56	\$476,893.00	\$508,644.00	\$459,018.00	\$459,018.00
<i>Personnel - Benefits</i>									
300-56-60-51 00	Benefits Longevity	5,100.00	5,600.00	6,400.00	6,400.00	7,200.00	7,100.00	7,400.00	7,400.00
300-56-60-51 01	Benefits Stand-by Pay	5,266.79	5,197.76	5,155.84	7,578.20	9,066.00	8,807.00	8,500.00	8,500.00
300-56-60-51 10	Benefits FICA	24,074.48	27,106.35	30,772.39	31,862.08	35,783.00	40,128.00	36,333.00	36,333.00
300-56-60-51 11	Benefits Group Insurance - Health	59,596.94	64,256.83	52,127.14	70,168.30	84,510.00	84,424.00	79,581.00	79,581.00
300-56-60-51 15	Benefits Life Insurance	2,034.14	2,179.21	2,530.75	1,775.84	1,549.00	1,414.00	2,384.00	2,384.00
300-56-60-51 20	Benefits Retirement - General Employees	23,219.14	27,687.28	31,895.87	34,099.01	43,769.00	43,210.00	47,691.00	47,691.00
300-56-60-51 30	Benefits 401K - General Employees	13,897.89	15,317.53	17,121.96	17,668.06	19,741.00	19,488.00	18,996.00	18,996.00
	<i>Personnel - Benefits Totals</i>	\$133,189.38	\$147,344.96	\$146,003.95	\$169,551.49	\$201,618.00	\$204,571.00	\$200,885.00	\$200,885.00
<i>Contractual Services</i>									
300-56-60-56 00	Cont Serv Professional Services	66,036.26	19,970.62	184,238.98	327,948.74	822,000.00	979,828.00	555,023.00	715,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Annual LWSP (Hazen & Sawyer quote)	1.0000	5,000.00	5,000.00
Final Budget	Bond Counsel Fee - Revenue Bond	1.0000	15,000.00	15,000.00
Final Budget	Design for Sewer Projects	1.0000	250,000.00	250,000.00
Final Budget	Design for Water Projects	1.0000	250,000.00	250,000.00
Final Budget	I & I Study	1.0000	55,000.00	55,000.00
Final Budget	System Development Fees Study	1.0000	50,000.00	50,000.00
Final Budget	Water & Sewer Rate Study continuation (estimated)	1.0000	70,000.00	70,000.00
Final Budget	Water System Model (Hazen & Sawyer RFP)	1.0000	20,000.00	20,000.00
Final Budget Totals				\$715,000.00

300-56-60-56 10	Cont Serv Contracts and Agreements	170,163.50	170,381.08	170,346.75	985.56	760.00	967.00	.00	.00
300-56-60-56 11	Cont Serv Contract Services	16,058.00	15,464.00	21,666.00	19,468.00	32,100.00	38,938.00	57,688.00	57,688.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Annual CCR prep (2 systems)	2.0000	2,800.00	5,600.00
Final Budget	Bac-T sampling for water line breaks	15.0000	45.00	675.00
Final Budget	Bacteria sampling-20/mth Clayton, and 3/mth North	276.0000	22.00	6,072.00
Final Budget	Bacteria Sampling-Customer request	15.0000	45.00	675.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department	56 - Water Sewer Enterprise								
Division	60 - Operations								
<i>Contractual Services</i>									
Final Budget	HAA5 sampling- 4/Qtr Clayton, and 2/Qtr North					24.0000	154.00	3,696.00	
Final Budget	HPC sampling					30.0000	30.00	900.00	
Final Budget	Operations Center Master Plan completion 1/3 Share					1.0000	18,750.00	18,750.00	
Final Budget	Quarterly Water Quality Sampling					4.0000	140.00	560.00	
Final Budget	TTHM sampling- 5/Qtr Clayton, and 4/Qtr North					36.0000	55.00	1,980.00	
Final Budget	UCMR4 Monitoring, Clayton & Clayton North (AM1-SEH)					8.0000	1,060.00	8,480.00	
Final Budget	UCMR4 Monitoring, Clayton & Clayton North (AM2-SEH)					24.0000	200.00	4,800.00	
Final Budget	UCMR4 Monitoring, Clayton & Clayton North (AM3-SEH)					10.0000	550.00	5,500.00	
	Final Budget Totals							\$57,688.00	
300-56-60-56 50	Cont Serv Equipment Rental	1,137.25	1,115.87	1,953.61	2,288.07	5,600.00	6,536.00	6,535.00	6,535.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	5-6 Yard Dump truck rental monthly (FY-20)					1.0000	2,200.00	2,200.00	
Final Budget	HP Plotter/Scanner 1/3 Share (PW, WS, EL)					12.0000	194.61	2,335.00	
Final Budget	Mini excavator rental monthly (FY-20)					1.0000	2,000.00	2,000.00	
	Final Budget Totals							\$6,535.00	
300-56-60-56 51	Cont Serv Uniform Rental	4,718.78	4,685.83	4,899.02	2,758.07	3,500.00	4,072.00	4,460.00	4,460.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	9 Employees \$76.72/wk x 5%					52.0000	80.00	4,160.00	
Final Budget	Misc. garment replacement charges					1.0000	300.00	300.00	
	Final Budget Totals							\$4,460.00	
	<i>Contractual Services Totals</i>	\$258,113.79	\$211,617.40	\$383,104.36	\$353,448.44	\$863,960.00	\$1,030,341.00	\$623,706.00	\$783,683.00
<i>Operating Expenses</i>									
300-56-60-52 00	Op Exp Copy Expense	.00	.00	.00	184.14	.00	.00	.00	.00
300-56-60-52 01	Op Exp Postage and Shipping Expense	402.88	62.36	260.42	202.19	500.00	1,800.00	1,800.00	1,800.00
<i>Budget Transactions</i>									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	CCR shipping (from Contract Services)					2.0000	50.00	100.00	
Final Budget	Equipment service/repair shipping lump sum					1.0000	1,500.00	1,500.00	
Final Budget	Water system certified mailings lump sum					1.0000	200.00	200.00	
	Final Budget Totals							\$1,800.00	
300-56-60-52 12	Op Exp Utility Exp - Other	.00	.00	16.00	25.89	.00	.00	.00	.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 60 - Operations									
Operating Expenses									
300-56-60-52 15	Op Exp Telephone Exp - Buildings	.00	8,218.74	.00	.00	.00	.00	.00	.00
300-56-60-52 16	Op Exp Telephone Exp - Mobile	2,829.37	4,246.30	5,314.75	5,426.17	5,146.00	5,146.00	4,440.00	6,265.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	AC Crew Leader					12.0000	38.01		456.00
Final Budget	AC iPad Dist. & Coll. Manager					12.0000	38.01		456.00
Final Budget	AC iPad Unit #80					12.0000	38.01		456.00
Final Budget	AC iPad Unit #81					12.0000	38.01		456.00
Final Budget	AC Utility Maintenance Mechanics					48.0000	38.01		1,824.48
Final Budget	AC Utility Maintenance Supervisor					12.0000	38.01		456.00
Final Budget	MP Crew Leader					12.0000	45.00		540.00
Final Budget	MP Dist. & Coll. Manager					12.0000	45.00		540.00
Final Budget	MP On-Call phone					12.0000	45.00		540.00
Final Budget	MP Utility Maintenance Supervisor					12.0000	45.00		540.00
								Final Budget Totals	\$6,264.48
300-56-60-52 25	Op Exp Advertising Expense	18.26	701.55	.00	99.55	300.00	1,000.00	1,200.00	1,200.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Misc. advertising for 2 positions					2.0000	600.00		1,200.00
								Final Budget Totals	\$1,200.00
300-56-60-52 26	Op Exp Professional Development	2,490.46	3,444.32	3,529.15	4,088.80	7,000.00	7,230.00	6,320.00	5,860.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Continuing Ed class (8 employees) 1 ea per year (FY-21 TJ)					8.0000	150.00		1,200.00
Final Budget	Dist. & Coll. Manager (AWWA conf. CEU's, Seminars)					1.0000	1,800.00		1,800.00
Final Budget	Dist. & Coll. Manager (AWWA conf.) REDUCE					1.0000	(300.00)		(300.00)
Final Budget	Dist/Coll School/Exam (6 employees) (FY-21 TJ)					6.0000	500.00		3,000.00
Final Budget	Travel meal expense (FY-21 TJ)					20.0000	16.00		320.00
Final Budget	Travel meal expense (FY21) - REDUCE					10.0000	(16.00)		(160.00)
								Final Budget Totals	\$5,860.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 60 - Operations

Operating Expenses

300-56-60-52 35	Op Exp Maint and Repair - Equipment	22,462.39	16,526.07	17,359.28	23,423.72	32,500.00	33,400.00	32,100.00	32,100.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Unit #801, 2014 Cat Excavator, Clock Reading 1300 (FY-21 TJ)	700.0000	10.00	7,000.00
Final Budget	Unit #802, Allmand Night-Light Pro, 107 (FY-21 TJ)	100.0000	10.00	1,000.00
Final Budget	Unit #803, Generator, No clock (FY-21 TJ)	1.0000	50.00	50.00
Final Budget	Unit #805, Air Compressor, Clock reading 330 (FY-21 TJ)	50.0000	10.00	500.00
Final Budget	Unit #806, 2015 ProLine Trailer, 50,000GVWR (FY-21 TJ)	1.0000	800.00	800.00
Final Budget	Unit #807, Tamp, No clock (FY-21 TJ)	1.0000	400.00	400.00
Final Budget	Unit #808, Eager Beaver Trailer (Backhoe) (FY-21 TJ)	1.0000	600.00	600.00
Final Budget	Unit #809, Generator, No clock (FY-21 TJ)	1.0000	50.00	50.00
Final Budget	Unit #810, Bomag trench roller (FY-21 TJ)	60.0000	10.00	600.00
Final Budget	Unit #812, Shoring Trailer (FY-21 TJ)	1.0000	300.00	300.00
Final Budget	Unit #814, Trench Compactor, Clock reading 132 (FY-21 TJ)	60.0000	10.00	600.00
Final Budget	Unit #816, Pavement Cutter (FY-21 TJ)	1.0000	200.00	200.00
Final Budget	Unit #817, 2015 Cat 908M Wheel Loader, 724 (FY-21 TJ)	360.0000	10.00	3,600.00
Final Budget	Unit #820 Message board 4408 (FY-21 TJ)	60.0000	10.00	600.00
Final Budget	Unit #821 Message board 2327 (FY-21 TJ)	60.0000	10.00	600.00
Final Budget	Unit #822, Allmond Night Light Pro, 4 (FY-21 TJ)	50.0000	10.00	500.00
Final Budget	Unit #823, Allmond Night Light Pro, 4 (FY-21 TJ)	50.0000	10.00	500.00
Final Budget	Unit #86, 2015 Freightliner Vactor, Service Agreement (FY-21 TJ)	1.0000	12,000.00	12,000.00
Final Budget	Unit# 86 Vactor new 1" hose, leader, and clamps (FY-21 TJ)	1.0000	2,200.00	2,200.00
Final Budget Totals				\$32,100.00

300-56-60-52 36	Op Exp Maint and Repair - Vehicles	7,252.83	6,970.74	7,458.15	3,343.41	2,000.00	15,395.00	11,975.00	11,975.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Unit #4, Odometer 53600 (FY-21 TJ)	3,000.0000	.15	450.00
Final Budget	Unit #80, Odometer 33800 (FY-21 TJ)	9,000.0000	.15	1,350.00
Final Budget	Unit #81, Odometer 43700 (FY-21 TJ)	12,000.0000	.10	1,200.00
Final Budget	Unit #82, Odometer 123600 replace (FY-21 TJ)	8,000.0000	.10	800.00
Final Budget	Unit #84 4 new tires (FY-21 TJ)	4.0000	350.00	1,400.00
Final Budget	Unit #84, Odometer 27600 (FY-21 TJ)	2,000.0000	.50	1,000.00
Final Budget	Unit #85 6 new tires (FY-21 TJ)	6.0000	400.00	2,400.00
Final Budget	Unit #85, Odometer 17100 (FY-21 TJ)	3,000.0000	.15	450.00
Final Budget	Unit #86 2 new drive tires (FY-21 TJ)	2.0000	400.00	800.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 60 - Operations									
Operating Expenses									
Final Budget	Unit #86, Odometer 11100 (FY-21 TJ)					1,500.0000	.15	225.00	
Final Budget	Unit #87 Odometer 20100 (FY-21 TJ)					11,000.0000	.10	1,100.00	
Final Budget	Unit #88 Odometer 203 (FY-21 TJ)					5,000.0000	.10	500.00	
Final Budget	Unit #89 New vehicle (FY-21 TJ)					3,000.0000	.10	300.00	
								Final Budget Totals	\$11,975.00
300-56-60-52 37	Op Exp Maint and Repair - Buildings	.00	.00	.00	368.20	.00	.00	.00	.00
300-56-60-52 39	Op Exp Maint and Repair - System	236,716.29	159,068.93	175,826.00	154,436.24	315,000.00	349,500.00	375,500.00	375,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Concrete/Asphalt repairs due to utility work (FY-21 TJ)					1.0000	25,000.00	25,000.00	
Final Budget	Eclipse #88 SS Sample Stations (FY-21 TJ)					10.0000	950.00	9,500.00	
Final Budget	Eclipse #9400 Autoflushers (FY-21 TJ)					5.0000	2,500.00	12,500.00	
Final Budget	Emergency system repairs (FY-21 TJ)					3.0000	40,000.00	120,000.00	
Final Budget	Fire Hydrant/Valve Replacement Program (FY-21 TJ)					9.0000	6,500.00	58,500.00	
Final Budget	Parts/Material Purchase (FY-21 TJ)					1.0000	150,000.00	150,000.00	
								Final Budget Totals	\$375,500.00
300-56-60-52 40	Op Exp Maint and Repair - Lift Stations	.00	74.08	.00	.00	.00	.00	.00	.00
300-56-60-52 41	Op Exp Maint and Repair - Elevated Tank	1,444.50	18.82	2,738.84	15,323.92	20,000.00	20,000.00	20,000.00	20,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Misc. Repairs					1.0000	1,000.00	1,000.00	
Final Budget	PAX Mixer Replacement, Wilson St tank					1.0000	15,500.00	15,500.00	
Final Budget	Roll Up Door repairs					1.0000	1,500.00	1,500.00	
Final Budget	SCADA Repairs					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$20,000.00
300-56-60-52 50	Op Exp Contracted Vehicle Service	708.20	3,236.27	520.91	7,375.44	6,000.00	6,000.00	8,000.00	8,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	10 Units, Estimate (FY-21 TJ)					10.0000	200.00	2,000.00	
Final Budget	Emergency Repair (FY-21 TJ)					1.0000	6,000.00	6,000.00	
								Final Budget Totals	\$8,000.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 60 - Operations

Operating Expenses

300-56-60-52 52	Op Exp Fuel	12,688.56	12,549.38	17,076.49	13,443.23	15,000.00	25,248.00	28,934.00	28,934.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Unit #4 3,000 miles @ 9.98 mpg (FY-21 TJ)	300.0000	2.01	603.00
Final Budget	Unit #80 12,000 miles @ 8.67 mpg (FY-21 TJ)	1,384.0000	2.46	3,404.64
Final Budget	Unit #801 600 hours @ 1.0 gph (FY-21 TJ)	600.0000	2.46	1,476.00
Final Budget	Unit #802 100 hours @ 1.0 gph (FY-21 TJ)	100.0000	2.01	201.00
Final Budget	Unit #804 800 hours @ 1.0 gph (FY-21 TJ)	800.0000	2.46	1,968.00
Final Budget	Unit #805 10 hours @ 2 gph (FY-21 TJ)	20.0000	2.46	49.20
Final Budget	Unit #81 12,000 @ 8.55 mpg (FY-21 TJ))	1,403.0000	2.01	2,820.03
Final Budget	Unit #810 100 hours @ 2 gph (FY-21 TJ)	200.0000	2.46	492.00
Final Budget	Unit #814 100 hours @ 2 gph (FY-21 TJ)	200.0000	2.46	492.00
Final Budget	Unit #817 150 hours @ 2.0 gph (FY-21 TJ)	300.0000	2.46	738.00
Final Budget	Unit #82 9,000 miles @ 9.71 mpg (FY-21 TJ)	927.0000	2.01	1,863.27
Final Budget	Unit #822 100 hours @ 1.0 gph (FY-21 TJ)	100.0000	2.01	201.00
Final Budget	Unit #823 100 hours @ 1.0 gph (FY-21 TJ)	100.0000	2.01	201.00
Final Budget	Unit #84 2,700 miles @ 5.24 mpg (FY-21 TJ)	515.0000	2.46	1,266.90
Final Budget	Unit #85 14,100 miles @ 4.27 mpg (FY-21 TJ)	3,302.0000	2.46	8,122.92
Final Budget	Unit #86 1,200 miles @ 0.80 mpg (FY-21 TJ)	150.0000	2.46	369.00
Final Budget	Unit #87 12,500 miles @ 9.71 mpg (FY-21 TJ)	1,287.0000	2.01	2,586.87
Final Budget	Unit #88 new 10,000 miles @ 9.71 mpg (FY-21 TJ)	1,029.0000	2.02	2,078.58
Final Budget Totals				\$28,933.41

300-56-60-52 59	Op Exp Water Meters	102,233.81	123,561.47	190,681.52	143,042.17	100,000.00	127,470.00	127,470.00	127,470.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	1" AMR Water Meter	12.0000	295.00	3,540.00
Final Budget	2" AMR Water Meter	8.0000	960.00	7,680.00
Final Budget	Large Meter replacement	3.0000	8,500.00	25,500.00
Final Budget	New development - match in revenues	500.0000	181.50	90,750.00
Final Budget Totals				\$127,470.00

300-56-60-52 60	Op Exp Equipment Purchase	7,850.15	9,909.09	14,815.90	3,079.80	7,405.00	7,405.00	3,180.00	780.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Miscellaneous phone replacements (FY-21 TJ)	2.0000	250.00	500.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 60 - Operations									
Operating Expenses									
	Final Budget					1.0000	200.00	200.00	
	Replacement phone (FY-21 TJ)								
	Final Budget					2.0000	40.00	80.00	
	Truck mounted Laptop stand replacement (FY-21 TJ)								
									Final Budget Totals
									\$780.00
300-56-60-52 62	Op Exp Dues and Subscriptions	1,052.00	1,154.00	1,359.00	1,983.00	1,760.00	1,880.00	1,910.00	1,910.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	100.00	100.00	
	Individual NC AWWA Membership Dues								
	Final Budget					1.0000	210.00	210.00	
	Individual WEF Membership Dues								
	Final Budget					1.0000	400.00	400.00	
	NC AWWA Membership Dues								
	Final Budget					1.0000	1,200.00	1,200.00	
	WaterISAC National Water System Security Membership								
									Final Budget Totals
									\$1,910.00
300-56-60-52 63	Op Exp Permits and Fees	5,927.13	4,322.43	6,376.76	6,236.65	7,400.00	8,532.00	.00	8,532.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					3.0000	130.00	390.00	
	Class A CDL, Renewals (FY-20)								
	Final Budget					1.0000	2,600.00	2,600.00	
	Clayton Distribution System Permit								
	Final Budget					1.0000	870.00	870.00	
	Clayton North Distribution System Permit								
	Final Budget					10.0000	52.00	520.00	
	Collection System Certificate Renewals								
	Final Budget					1.0000	1,310.00	1,310.00	
	Collection System Permit								
	Final Budget					16.0000	37.00	592.00	
	Distribution System Certificate Renewals								
	Final Budget					1.0000	50.00	50.00	
	Maintenance Technologist Certificate Renewal								
	Final Budget					1.0000	200.00	200.00	
	NCCR								
	Final Budget					1.0000	2,000.00	2,000.00	
	NOV-NOI - DENR								
									Final Budget Totals
									\$8,532.00
300-56-60-52 70	Op Exp Safety	2,224.90	1,747.98	1,704.92	1,568.20	3,105.00	3,105.00	3,601.00	3,601.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	4.75	57.00	
	Deep Woods OFF, insect repellent (FY-21 TJ)								
	Final Budget					30.0000	2.25	67.50	
	Hand Sanitizer (FY-21 TJ)								
	Final Budget					36.0000	16.00	576.00	
	Safety Incentive Meals - 3 each for 12 employees (FY-21 TJ)								
	Final Budget					12.0000	75.00	900.00	
	Safety training - 1 each for 12 employees (FY-21 TJ)								
	Final Budget					1.0000	2,000.00	2,000.00	
	Work Zone and Traffic Control equipment (FY-21 TJ)								
									Final Budget Totals
									\$3,600.50



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **300 - WSF**

Department **56 - Water Sewer Enterprise**

Division **60 - Operations**

Operating Expenses

300-56-60-52 71	Op Exp Protective Clothing	2,112.90	2,888.98	2,855.93	2,775.80	5,500.00	5,820.00	9,435.00	7,170.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Class 2 safety vest (FY-21 TJ)	30.0000	25.00	750.00
Final Budget	Cold Weather/Waterproof Work Gloves (FY-21 TJ)	15.0000	20.00	300.00
Final Budget	Employee PPE (gloves, glasses, shields, etc.) (FY-21 TJ)	9.0000	75.00	675.00
Final Budget	Hard hat new/replacement (FY-21 TJ)	6.0000	30.00	180.00
Final Budget	Hip Boot, Replacements (FY-21 TJ)	6.0000	120.00	720.00
Final Budget	Muck boots 1 each - 9 employees (FY-21 TJ)	9.0000	160.00	1,440.00
Final Budget	Pull over hoodies 1 each - 9 employees (FY-21 TJ)	9.0000	60.00	540.00
Final Budget	Rain Suits (FY-21 TJ)	9.0000	60.00	540.00
Final Budget	Safety boots (FY-21 TJ)	9.0000	175.00	1,575.00
Final Budget	Tee shirts, 5 each- 9 employees (FY-21 TJ)	45.0000	10.00	450.00
Final Budget Totals				\$7,170.00

300-56-60-52 80	Op Exp Tools	2,153.62	1,894.42	2,336.08	3,125.83	7,085.00	7,085.00	4,905.00	4,905.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	20V Hammerdrill/Impact Kit Unit#81 replacement (FY-21 TJ)	1.0000	450.00	450.00
Final Budget	3' Insulated probe (FY-21 TJ)	3.0000	85.00	255.00
Final Budget	Impact wrench air tool set (FY-21 TJ)	1.0000	400.00	400.00
Final Budget	New pick up truck Crew lead(FY-21 TJ)	1.0000	1,000.00	1,000.00
Final Budget	Replacement tools for four pick up trucks (FY-21 TJ)	4.0000	700.00	2,800.00
Final Budget Totals				\$4,905.00

300-56-60-52 85	Op Exp Departmental Supplies	3,405.94	4,022.12	1,563.78	2,988.06	5,000.00	5,230.00	4,100.00	4,100.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Batteries (FY-21 TJ)	1.0000	100.00	100.00
Final Budget	Green, Blue and White Marking Paint (FY-21 TJ)	60.0000	3.50	210.00
Final Budget	KW Power Sweep replacement heads (FY-21 TJ)	2.0000	200.00	400.00
Final Budget	Micro Flex latex Gloves (FY-21 TJ)	80.0000	13.00	1,040.00
Final Budget	Misc. Supplies (FY-21 TJ)	1.0000	1,750.00	1,750.00
Final Budget	Wiper Towels (FY-21 TJ)	1.0000	600.00	600.00
Final Budget Totals				\$4,100.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 60 - Operations									
<i>Operating Expenses</i>									
300-56-60-53 03	Op Exp Worker's Compensation Insurance	7,549.88	11,823.87	11,019.99	8,694.03	11,226.00	8,983.00	17,002.00	17,002.00
300-56-60-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	4,400.00	.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	New Crew Leader Position UpFit (FY-21 BP)					1.0000	4,400.00	4,400.00	
Final Budget	New Crew Leader Position UpFit - CUT					1.0000	(4,400.00)	(4,400.00)	
						Final Budget Totals		\$0.00	
<i>Operating Expenses Totals</i>		\$421,524.07	\$376,441.92	\$462,813.87	\$401,234.44	\$551,927.00	\$640,229.00	\$666,272.00	\$667,104.00
<i>Programs</i>									
300-56-60-54 50	Programs Purchase for Resale	2,018,530.26	2,215,333.88	2,513,902.27	2,834,756.05	4,650,000.00	3,873,206.00	6,359,008.00	4,859,008.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	80% of total allocation					1,704,915.0000	2.85	4,859,007.75	
						Final Budget Totals		\$4,859,007.75	
<i>Programs Totals</i>		\$2,018,530.26	\$2,215,333.88	\$2,513,902.27	\$2,834,756.05	\$4,650,000.00	\$3,873,206.00	\$6,359,008.00	\$4,859,008.00
Division 60 - Operations Totals		\$3,171,775.51	\$3,326,213.41	\$3,929,015.45	\$4,186,717.98	\$6,744,398.00	\$6,256,991.00	\$8,308,889.00	\$6,969,698.00
Department 56 - Water Sewer Enterprise Totals		\$3,171,775.51	\$3,326,213.41	\$3,929,015.45	\$4,186,717.98	\$6,744,398.00	\$6,256,991.00	\$8,308,889.00	\$6,969,698.00
Fund 300 - WSF Totals		\$3,171,775.51	\$3,326,213.41	\$3,929,015.45	\$4,186,717.98	\$6,744,398.00	\$6,256,991.00	\$8,308,889.00	\$6,969,698.00
Net Grand Totals		\$3,171,775.51	\$3,326,213.41	\$3,929,015.45	\$4,186,717.98	\$6,744,398.00	\$6,256,991.00	\$8,308,889.00	\$6,969,698.00

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**Town of Clayton
 FY 2020-2021
 Budget Proposal
 Department Summary**

**Department: Water Sewer Enterprise
 Division: Preventive Maintenance**

2019-2020 Major Accomplishments	Related Council Goal
<ul style="list-style-type: none"> •Accomplish Preventive Maintenance Tasks to minimize Sanitary Sewer overflows and ensure compliance with our Collection System Permit and State Regulations 	Think Safe, Clean, Engaged. Think Community
<ul style="list-style-type: none"> •Maintain staffing during the current Pandemic and adjusted schedules for separation in the event of infection with no employee absences. 	Think Happy, Helpful, Professional Workforce. Think Opportunity.
<ul style="list-style-type: none"> •Begin review for the Town Standards and Specification revisions under Engineering’s leadership 	Think Communication & Partnerships. Think Collaboration.

Performance Measures

Mission Statement: Safeguarding Public Health and Natural Resources for Now and Tomorrow

Goal: Minimize Breakdowns through Routine Preventive Maintenance

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Spend 60% of all work order man-hours completing routine Preventive Maintenance	60%	40%	50%

Goal: Prioritize Infrastructure Replacement

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Visually Inspect >20% of existing Sanitary Sewer lines using CCTV	20%	13%	9%

Goal: Obtain Accurate FOG Records for Compliance

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Achieve 75% Compliance from all Customers known to be Required to comply each Month	75%	78%	83%



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 61 - Preventive Maintenance									
<i>Personnel - Salaries</i>									
300-56-61-50 00	Salaries Full-time	211,747.36	189,455.54	252,483.96	309,189.15	333,507.00	370,946.00	364,731.00	364,731.00
300-56-61-50 04	Salaries Overtime	1,333.19	2,343.99	.00	3,566.67	15,127.00	18,681.00	23,538.00	23,538.00
<i>Personnel - Salaries Totals</i>		\$213,080.55	\$191,799.53	\$252,483.96	\$312,755.82	\$348,634.00	\$389,627.00	\$388,269.00	\$388,269.00
<i>Personnel - Benefits</i>									
300-56-61-51 00	Benefits Longevity	2,300.00	1,900.00	2,400.00	3,100.00	3,400.00	3,500.00	4,000.00	4,000.00
300-56-61-51 01	Benefits Stand-by Pay	2,505.52	2,927.74	2,899.38	7,451.35	7,771.00	7,001.00	9,000.00	9,000.00
300-56-61-51 10	Benefits FICA	14,943.73	13,970.80	18,302.68	23,025.16	26,991.00	28,642.00	30,696.00	30,696.00
300-56-61-51 11	Benefits Group Insurance - Health	39,619.31	27,353.25	29,739.03	46,233.61	51,553.00	58,694.00	59,428.00	59,428.00
300-56-61-51 15	Benefits Life Insurance	1,283.56	1,051.93	1,509.51	1,296.00	1,141.00	1,163.00	2,123.00	2,123.00
300-56-61-51 20	Benefits Retirement - General Employees	14,636.55	14,264.72	19,293.07	25,111.53	32,420.00	33,389.00	40,524.00	40,524.00
300-56-61-51 30	Benefits 401K - General Employees	8,715.43	7,865.19	10,296.62	12,946.61	14,545.00	14,978.00	16,051.00	16,051.00
<i>Personnel - Benefits Totals</i>		\$84,004.10	\$69,333.63	\$84,440.29	\$119,164.26	\$137,821.00	\$147,367.00	\$161,822.00	\$161,822.00
<i>Contractual Services</i>									
300-56-61-56 00	Cont Serv Professional Services	33,065.00	.00	.00	3,637.50	71,920.00	44,250.00	118,500.00	118,500.00

Budget Transactions			
Level	Transaction	Number of Units	Cost Per Unit
Final Budget	Liberty/W Main L/S Decommissioning Design	790,000.0000	.15
			Final Budget Totals
			\$118,500.00

300-56-61-56 10	Cont Serv Contracts and Agreements	64,330.22	61,521.35	71,541.11	69,771.84	72,567.00	72,567.00	.00	.00
300-56-61-56 11	Cont Serv Contract Services	30,317.39	34,649.17	25,229.02	26,659.58	40,600.00	47,720.00	148,739.00	135,869.00

Budget Transactions			
Level	Transaction	Number of Units	Cost Per Unit
Final Budget	BSI On-Line CCC Services	1.0000	495.00
Final Budget	By-Pass Pump PM (5 stations) (FY21-JB)	6.0000	500.00
Final Budget	Clearwater Clayton/Raleigh Flow Meter Maintenance	1.0000	1,600.00
Final Budget	Clearwater Clayton/Raleigh Sampler Maintenance	1.0000	4,000.00
Final Budget	Custom Controls, PW & Power Maintenance (FY21-JB)	1.0000	8,360.00
Final Budget	FS #2 Tank Mainenance (FY21-JB)	1.0000	25,000.00
Final Budget	Generator Load Bank testing 4 hr (FY21-JB)	11.0000	1,117.00
Final Budget	Generator PM Contract (FY21-JB)	10.0000	852.80
Final Budget	Jet Vac debris box disposal JB	6.0000	250.00
Final Budget	Large water meter testing for 3"-10" sizes	3.0000	450.00
Final Budget	Pager Protection Plan FY21-JB	4.0000	30.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 61 - Preventive Maintenance									
Contractual Services									
Final Budget	Pagers (4 employees x 12 months) FY21-JB					12.0000	39.85	478.20	
Final Budget	Root Control per foot					5,000.0000	2.50	12,500.00	
Final Budget	Shotwell Road Tank Maintenance (FY21-BP)					1.0000	20,000.00	20,000.00	
Final Budget	SL-DOG portal license Annual fee (FY21-JB)					1.0000	800.00	800.00	
Final Budget	Trihedral Maintenance Contract(SCADA) (FY21-JB)					1.0000	4,250.00	4,250.00	
Final Budget	Vegetation control on sewer easements per 100 sq ft.					6,000.0000	1.10	6,600.00	
Final Budget	Wilson Street Tank Maintenance (FY21-JB)					1.0000	25,000.00	25,000.00	
								Final Budget Totals	\$135,868.20
300-56-61-56 51	Cont Serv Uniform Rental	3,283.89	2,893.83	3,740.81	3,245.32	3,800.00	4,114.00	4,664.00	4,664.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	8 Employees \$77.42/wk x 5%					52.0000	82.00	4,264.00	
Final Budget	Misc garment replacement charges					1.0000	400.00	400.00	
								Final Budget Totals	\$4,664.00
<i>Contractual Services Totals</i>		\$130,996.50	\$99,064.35	\$100,510.94	\$103,314.24	\$188,887.00	\$168,651.00	\$271,903.00	\$259,033.00
Operating Expenses									
300-56-61-52 01	Op Exp Postage and Shipping Expense	1,046.23	97.78	60.49	138.21	500.00	4,583.00	3,583.00	3,583.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Backflow 1st Class Mailing					1,200.0000	.49	588.00	
Final Budget	Equipment repair/service shipping lump sum					1.0000	1,000.00	1,000.00	
Final Budget	FOG 1st Class Mailing					500.0000	.49	245.00	
Final Budget	FOG Public Education Mailing					2.0000	875.00	1,750.00	
								Final Budget Totals	\$3,583.00
300-56-61-52 10	Op Exp Utility Exp - Town Electricity	34,833.03	37,781.11	38,323.24	39,152.60	39,000.00	40,884.00	40,320.00	40,320.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Cycle 5 billings per month \$3200 x 5%					12.0000	3,360.00	40,320.00	
								Final Budget Totals	\$40,320.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 61 - Preventive Maintenance									
Operating Expenses									
300-56-61-52 11	Op Exp Utility Exp - Town W/S	2,090.92	1,395.89	2,548.16	1,812.88	4,700.00	2,400.00	13,296.00	7,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	583.33	6,999.96	
								6,999.96	
								Final Budget Totals	\$6,999.96
300-56-61-52 12	Op Exp Utility Exp - Other	30,067.61	30,385.84	35,651.10	40,946.82	42,300.00	52,404.00	53,040.00	53,040.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	920.00	11,040.00	
	Final Budget					12.0000	3,500.00	42,000.00	
								53,040.00	
								Final Budget Totals	\$53,040.00
300-56-61-52 16	Op Exp Telephone Exp - Mobile	3,128.51	3,468.72	3,911.62	5,227.65	5,437.00	5,146.00	5,437.00	6,349.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.12	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					24.0000	38.01	912.24	
	Final Budget					12.0000	38.01	456.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
	Final Budget					12.0000	45.00	540.00	
								6,348.36	
								Final Budget Totals	\$6,348.36
300-56-61-52 25	Op Exp Advertising Expense	.00	4,331.96	.00	.00	300.00	1,200.00	1,200.00	2,200.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	600.00	1,200.00	
	Final Budget					1.0000	1,000.00	1,000.00	
								2,200.00	
								Final Budget Totals	\$2,200.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 61 - Preventive Maintenance

Operating Expenses

300-56-61-52 26	Op Exp Professional Development	2,494.13	2,032.75	4,150.66	5,732.24	4,600.00	7,050.00	7,840.00	7,028.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Continuing Ed classes (6 employees) 1 each per year	6.0000	150.00	900.00
Final Budget	Control Tech Conference/Training	2.0000	500.00	1,000.00
Final Budget	Control Tech Conference/Training - CUT	2.0000	(500.00)	(1,000.00)
Final Budget	Control Tech, MT 4/Electric Control Training	2.0000	500.00	1,000.00
Final Budget	Dist/Coll School/Exam- (6 employees)	6.0000	500.00	3,000.00
Final Budget	Employee of the Month/Year Incentive - DEFER	1.0000	(500.00)	(500.00)
Final Budget	Employee of the Month/Year Incentive 1/2 share w/ 300-56-60	1.0000	500.00	500.00
Final Budget	Supervisor, Conference/CEU's/MT4	2.0000	500.00	1,000.00
Final Budget	Travel meal expense	16.0000	16.00	256.00
Final Budget	Travel meal expense - REDUCE	8.0000	(16.00)	(128.00)
Final Budget	Utility Compliance Tech, CEU's/cert's/Plumbing License	2.0000	500.00	1,000.00
Final Budget Totals				\$7,028.00

300-56-61-52 35	Op Exp Maint and Repair - Equipment	8,998.13	9,145.65	6,822.04	8,475.32	41,500.00	21,500.00	41,650.00	41,650.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Back Flow Test Kit Certification/Repairs (JB FY21)	2.0000	200.00	400.00
Final Budget	MX4 Ventis, ISC Air Monitor, Calibration/Service (FY21)	1.0000	400.00	400.00
Final Budget	New Vactor 2100i (VRP FY21-JB) Maintenance contract	1.0000	12,000.00	12,000.00
Final Budget	OdaLog recalibration (JB FY21)	4.0000	600.00	2,400.00
Final Budget	Smoke Testing Equipment	1.0000	50.00	50.00
Final Budget	Unit #700, 2015 Polaris Ranger, Hours 274.6 (FY21-JB)	60.0000	10.00	600.00
Final Budget	Unit #702, Hours 503.9 (FY21-JB)	80.0000	10.00	800.00
Final Budget	Unit #703, 2016 Kohler 60kW Hours 158.1 (FY21-JB)	35.0000	10.00	350.00
Final Budget	Unit #705, Hours 459.5 (FY21-JB)	65.0000	10.00	650.00
Final Budget	Unit #708, Hours 4554 (FY21-JB)	35.0000	10.00	350.00
Final Budget	Unit #710, Hours 780.9 (FY21-JB)	30.0000	10.00	300.00
Final Budget	Unit #711, Hours 648.7 (FY21-JB)	35.0000	10.00	350.00
Final Budget	Unit #712, New Jetter Hours 78.6 (FY21-JB)	35.0000	10.00	350.00
Final Budget	Unit #713, trailer	1.0000	100.00	100.00
Final Budget	Unit #715 (New godwin pump) Hours 12.5 (FY21-JB)	35.0000	10.00	350.00
Final Budget	Unit #718, (old 800)Cat backhoe misc. repair (FY21-JB)	1.0000	15,000.00	15,000.00
Final Budget	Unit #720 repairs/upgrades (FY21-JB)	1.0000	5,000.00	5,000.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 61 - Preventive Maintenance									
Operating Expenses									
	Final Budget					1.0000	2,200.00	2,200.00	
	Unit #74 High Pressure hose replacement								
									Final Budget Totals
									\$41,650.00
300-56-61-52 36	Op Exp Maint and Repair - Vehicles	4,542.60	3,883.24	4,904.12	4,213.62	9,000.00	10,242.00	10,242.00	10,242.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					15,000.0000	.10		1,500.00
	Final Budget					8,000.0000	.10		800.00
	Final Budget					12,000.0000	.25		3,000.00
	Final Budget					8,000.0000	.10		800.00
	Final Budget					8,000.0000	.15		1,200.00
	Final Budget					4.0000	198.00		792.00
	Final Budget					10,000.0000	.15		1,500.00
	Final Budget					6,500.0000	.10		650.00
									Final Budget Totals
									\$10,242.00
300-56-61-52 37	Op Exp Maint and Repair - Buildings	.00	.00	.00	203.06	.00	.00	.00	.00
300-56-61-52 39	Op Exp Maint and Repair - System	26,324.75	11,658.69	5,488.65	30,036.98	32,000.00	32,000.00	28,850.00	28,850.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					1.0000	10,000.00		10,000.00
	Final Budget					1.0000	15,000.00		15,000.00
	Final Budget					10.0000	185.00		1,850.00
	Final Budget					100.0000	20.00		2,000.00
									Final Budget Totals
									\$28,850.00
300-56-61-52 40	Op Exp Maint and Repair - Lift Stations	160,353.81	112,830.32	83,005.46	123,472.68	189,590.00	189,590.00	197,740.00	197,740.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
	Final Budget					15.0000	1,000.00		15,000.00
	Final Budget					12.0000	520.00		6,240.00
	Final Budget					8.0000	6,000.00		48,000.00
	Final Budget					1.0000	15,000.00		15,000.00
	Final Budget					3.0000	4,500.00		13,500.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 61 - Preventive Maintenance

Operating Expenses

Final Budget	Undesignated repairs lump sum					1.0000	100,000.00	100,000.00	
Final Budget Totals								\$197,740.00	

300-56-61-52 50	Op Exp Contracted Vehicle Service	619.67	398.21	440.09	9,345.90	4,000.00	4,000.00	4,000.00	4,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Pick Up trucks	4.0000	250.00	1,000.00
Final Budget	Vactor Truck	1.0000	1,500.00	1,500.00
Final Budget	Vactor Truck, Annual Operational Inspection	1.0000	1,500.00	1,500.00
Final Budget Totals				\$4,000.00

300-56-61-52 52	Op Exp Fuel	9,460.74	9,947.72	11,611.11	10,146.84	13,000.00	16,829.00	17,273.00	17,273.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Permanent Generators 12 units @ 36 hrs @ 2 gph (JB)	864.0000	2.46	2,125.00
Final Budget	Portable powered equipment (JB)	50.0000	2.01	101.00
Final Budget	Unit #700 70hrs @ 2 gph (JB)	140.0000	2.01	281.00
Final Budget	Unit #702 30 hrs @ 2 gph (JB)	60.0000	2.46	148.00
Final Budget	Unit #703 35 hrs @ 2gph (JB)	70.0000	2.46	172.00
Final Budget	Unit #705 35 hrs @ 2 gph (JB)	70.0000	2.46	172.00
Final Budget	Unit #708 30 hrs @ 2 gph (JB)	60.0000	2.46	148.00
Final Budget	Unit #710 30 hrs @ 2 gph (JB)	60.0000	2.46	148.00
Final Budget	Unit #711 43 hrs @ 2 gph (JB)	86.0000	2.46	212.00
Final Budget	Unit #712 40 hrs @ 2 gph (JB)	80.0000	2.46	197.00
Final Budget	Unit #715 40hrs @ 2gph (FY21-JB)	80.0000	2.46	196.80
Final Budget	Unit #718 100hrs @ 1gph (FY21-JB)	100.0000	2.46	246.00
Final Budget	Unit #72 6,800 miles @ 7.7 mpg (JB)	883.0000	2.01	1,775.00
Final Budget	Unit #73 5,000 miles @ 7.7 mpg (JB)	650.0000	2.01	1,307.00
Final Budget	Unit #74 6,500 miles @ 4.9 mpg (JB)	1,327.0000	2.46	3,264.00
Final Budget	Unit #75 6,800 miles @ 7.7 mpg (JB)	883.0000	2.01	1,775.00
Final Budget	Unit #76 7,000 miles @ 7.8 mpg (JB)	897.0000	2.01	1,803.00
Final Budget	Unit #77 10,000 miles @ 7.3 mpg (JB)	1,370.0000	2.01	2,754.00
Final Budget	Unit #78 5,300 miles @ 23.8 mpg (JB)	223.0000	2.01	448.00
Final Budget Totals				\$17,272.80



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 61 - Preventive Maintenance

Operating Expenses

300-56-61-52 60	Op Exp Equipment Purchase	4,582.94	13,742.46	3,466.12	5,052.83	7,476.00	7,476.00	10,235.00	8,235.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Aluminum USAbluebook diffuser Item #96741 (FY21-JB)	1.0000	1,000.00	1,000.00
Final Budget	Cherne Liquid Smoke blower (part # 48284) (FY21-JB)	1.0000	1,990.00	1,990.00
Final Budget	CorePRO Sr. 15' sampler (Utility compliance) (JB FY21)	2.0000	120.00	240.00
Final Budget	Dewalt XR 20volt max cordless impact (JB FY21) Unit 73	1.0000	320.00	320.00
Final Budget	LED headlamps for hardhats (item #3KKZ3) (JB FY21)	5.0000	53.00	265.00
Final Budget	Replacement chemical pump (FY21-JB)	2.0000	500.00	1,000.00
Final Budget	Replacement mobile phones (FY21-JB)	3.0000	200.00	600.00
Final Budget	Replacement two way radio	1.0000	250.00	250.00
Final Budget	Stream light LED lantern replacement (FY21-JB)	1.0000	170.00	170.00
Final Budget	Vactor Cleaning Head (Warthog) FY21-JB	2.0000	1,200.00	2,400.00
Final Budget Totals				\$8,235.00

300-56-61-52 62	Op Exp Dues and Subscriptions	.00	.00	.00	.00	.00	900.00	.00	.00
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300-56-61-52 63	Op Exp Permits and Fees	495.00	577.98	685.44	694.00	900.00	1,385.00	1,385.00	1,385.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	CDL Class A Renewal	3.0000	150.00	450.00
Final Budget	Collection System Certificate Renewals	8.0000	50.00	400.00
Final Budget	Distribution System Certificate Renewals	11.0000	35.00	385.00
Final Budget	Maintenance Technologist Certificate Renewal	3.0000	50.00	150.00
Final Budget Totals				\$1,385.00

300-56-61-52 70	Op Exp Safety	795.44	288.85	290.73	28.80	1,326.00	1,326.00	3,776.00	3,776.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Deep Woods OFF, insect repellent	12.0000	4.75	57.00
Final Budget	Hand Sanitizer	72.0000	2.25	162.00
Final Budget	OSHA required annual crane/hoist inspections (FY21-JB)	1.0000	1,900.00	1,900.00
Final Budget	OSHA required Confined space winch recertification (FY21-JB)	1.0000	550.00	550.00
Final Budget	Safety incentive meals - 3 each for 9 employees	27.0000	16.00	432.00
Final Budget	Safety training - 1 each for 9 employees	9.0000	75.00	675.00
Final Budget Totals				\$3,776.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 61 - Preventive Maintenance

Operating Expenses

300-56-61-52 71	Op Exp Protective Clothing	1,626.59	1,862.41	2,024.49	2,862.35	4,441.00	4,441.00	5,089.00	5,089.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Class 3 Safety Vest	8.0000	25.00	200.00
Final Budget	Employee PPE	8.0000	50.00	400.00
Final Budget	Hard Hats	8.0000	25.00	200.00
Final Budget	Hip Boots, replacement	5.0000	100.00	500.00
Final Budget	Hooded sweatshirts 1 each-8 employees (JB FY21)	8.0000	50.00	400.00
Final Budget	Muck boots-New (FY21-JB) (CH,JS,DB & 1 replace)	4.0000	159.23	636.92
Final Budget	Rain Suits	8.0000	60.00	480.00
Final Budget	Safety boots	8.0000	200.00	1,600.00
Final Budget	Tee shirts, 5 each- 8 employees (JB FY20)	40.0000	10.00	400.00
Final Budget	Winter Tillman work gloves	16.0000	17.00	272.00
Final Budget Totals				\$5,088.92

300-56-61-52 80	Op Exp Tools	1,353.60	1,088.12	1,527.65	2,769.49	3,000.00	3,000.00	3,000.00	3,000.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Replacement tools for 4 trucks	4.0000	500.00	2,000.00
Final Budget	Tools Instrumentation Control	1.0000	500.00	500.00
Final Budget	Tools Utility Compliance	1.0000	500.00	500.00
Final Budget Totals				\$3,000.00

300-56-61-52 81	Op Exp Chemicals	88,446.40	122,082.40	110,693.70	96,416.45	127,700.00	171,642.00	172,642.00	172,642.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	ARV odor control media replacement (JB FY21)	6.0000	500.00	3,000.00
Final Budget	Bioxide 71, Arbors L.S. (FY21-22gpd) (JB)	8,300.0000	2.67	22,161.00
Final Budget	Bioxide 71, Cobblestone #2 L.S. (FY21-19gpd) (JB)	6,950.0000	2.67	18,556.50
Final Budget	Bioxide 71, Glen Laurel #2 & 3 L.S. (FY21-22gpd) (JB)	8,030.0000	2.67	21,440.10
Final Budget	Bioxide 71, JMH L.S. (FY21- 19gpd) (JB)	7,500.0000	2.67	20,025.00
Final Budget	Bioxide 71, NRLS #1 (FY21-22gpd)	8,100.0000	2.67	21,627.00
Final Budget	Bioxide 71, NRLS #2/Clayton Raleigh (FY21-45gpd) (JB)	11,100.0000	2.67	29,637.00
Final Budget	Bioxide 71, Summerlyn L.S. FY21-30gpd) (JB)	12,500.0000	2.67	33,375.00
Final Budget	Calibration gas (JB)	3.0000	190.00	570.00
Final Budget	Contain fire ants, Vegetation Control	30.0000	25.00	750.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget	
Fund 300 - WSF										
Department 56 - Water Sewer Enterprise										
Division 61 - Preventive Maintenance										
Operating Expenses										
	Final Budget					10.0000	150.00	1,500.00		
	Persnickity Ox pellets									
	Final Budget Totals							\$172,641.60		
300-56-61-52 82	Op Exp Lab Supplies	.00	483.00	.00	.00	.00	.00	.00	.00	
300-56-61-52 85	Op Exp Departmental Supplies	3,820.08	3,561.28	3,772.92	4,370.50	5,580.00	5,580.00	6,580.00	5,580.00	
Budget Transactions										
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
	Final Budget					30.0000	2.00	60.00		
	Final Budget					200.0000	18.00	3,600.00		
	Final Budget					1.0000	1,500.00	1,500.00		
	Final Budget					60.0000	7.00	420.00		
	Final Budget Totals							\$5,580.00		
300-56-61-53 03	Op Exp Worker's Compensation Insurance	4,717.75	7,476.96	8,430.72	8,382.00	8,471.00	6,933.00	14,366.00	14,366.00	
300-56-61-53 90	Op Exp New Employee Upfit	.00	.00	.00	.00	.00	.00	8,010.00	.00	
Budget Transactions										
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
	Final Budget					1.0000	4,400.00	4,400.00		
	Final Budget					1.0000	(8,010.00)	(8,010.00)		
	Final Budget					12.0000	40.00	480.00		
	Final Budget					1.0000	580.00	580.00		
	Final Budget					1.0000	420.00	420.00		
	Final Budget					1.0000	50.00	50.00		
	Final Budget					1.0000	1,000.00	1,000.00		
	Final Budget					1.0000	160.00	160.00		
	Final Budget					12.0000	40.00	480.00		
	Final Budget					1.0000	30.00	30.00		
	Final Budget					1.0000	100.00	100.00		
	Final Budget					1.0000	60.00	60.00		
	Final Budget					1.0000	200.00	200.00		
	Final Budget					5.0000	10.00	50.00		
	Final Budget Totals							\$0.00		
<i>Operating Expenses Totals</i>		\$389,797.93	\$378,521.34	\$327,808.51	\$399,481.22	\$544,821.00	\$590,511.00	\$649,554.00	\$633,348.00	
Division 61 - Preventive Maintenance Totals		\$817,879.08	\$738,718.85	\$765,243.70	\$934,715.54	\$1,220,163.00	\$1,296,156.00	\$1,471,548.00	\$1,442,472.00	



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise	Totals	\$817,879.08	\$738,718.85	\$765,243.70	\$934,715.54	\$1,220,163.00	\$1,296,156.00	\$1,471,548.00	\$1,442,472.00
Fund 300 - WSF	Totals	\$817,879.08	\$738,718.85	\$765,243.70	\$934,715.54	\$1,220,163.00	\$1,296,156.00	\$1,471,548.00	\$1,442,472.00
	Net Grand Totals	\$817,879.08	\$738,718.85	\$765,243.70	\$934,715.54	\$1,220,163.00	\$1,296,156.00	\$1,471,548.00	\$1,442,472.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Water Sewer Enterprise
Division: Wastewater Treatment Plant**

2019-2020 Major Accomplishments	Related Council Goal
Participated in the design and construction of the Steven R. Biggs Regional Pretreatment System	Think Economic Development. Think Prosperity
•Worked on the design phase of Little Creek Sewer Line Replacement	Think Safe, Clean, Engaged. Think Community
•Staff participation in development of future wastewater capacity.	Think Growth. Think Balance

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Program or Service Change	•Continue to assist in development of future wastewater capacity.	Included in CIP	Think Growth. Think Balance

Performance Measures

Mission Statement: Providing for a safe, efficient, and reliable water resource recovery.

Goal: Operate an effective preventative maintenance program.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Complete 90% or greater PM tasks on time.	90%	100%	100%

Goal: Assure compliance measures are met.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Maintain 98% or better rate of compliance on NPDES parameters.	98%	98%	100%
• Maintain 95% or better rate of compliance on Biosolids compliance parameters.	95%	100%	100%
• Maintain 98% or better rate of compliance on Reclaim Water parameters	98%	98%	100%

Goal: Assure that water quality sampling is carried out within compliance timeframe.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
•Collect 98% or better of water samples within the designated time frame.	98%	100%	100%



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
<i>Personnel - Salaries</i>									
300-56-63-50 00	Salaries Full-time	296,048.11	279,202.50	303,213.92	294,981.31	316,404.00	359,300.00	332,943.00	332,943.00
300-56-63-50 04	Salaries Overtime	.00	1,590.40	.00	2,034.51	4,412.00	7,711.00	7,275.00	7,275.00
	<i>Personnel - Salaries Totals</i>	\$296,048.11	\$280,792.90	\$303,213.92	\$297,015.82	\$320,816.00	\$367,011.00	\$340,218.00	\$340,218.00
<i>Personnel - Benefits</i>									
300-56-63-51 00	Benefits Longevity	4,300.00	3,200.00	3,500.00	3,400.00	4,000.00	3,800.00	4,400.00	4,400.00
300-56-63-51 01	Benefits Stand-by Pay	9,400.70	9,667.59	9,532.75	9,088.50	9,870.00	7,638.00	11,650.00	11,650.00
300-56-63-51 10	Benefits FICA	22,945.86	21,670.89	22,880.21	22,163.62	24,397.00	28,951.00	27,254.00	27,254.00
300-56-63-51 11	Benefits Group Insurance - Health	39,522.39	36,935.91	30,261.34	37,407.01	40,671.00	49,614.00	43,351.00	43,351.00
300-56-63-51 15	Benefits Life Insurance	1,792.56	1,594.00	1,813.92	1,208.39	1,047.00	1,090.00	1,618.00	1,618.00
300-56-63-51 20	Benefits Retirement - General Employees	20,711.17	21,273.68	23,656.55	23,981.88	29,618.00	32,341.00	35,660.00	35,628.00
300-56-63-51 30	Benefits 401K - General Employees	12,389.94	11,746.46	12,649.80	12,379.89	13,324.00	14,525.00	14,250.00	14,250.00
	<i>Personnel - Benefits Totals</i>	\$111,062.62	\$106,088.53	\$104,294.57	\$109,629.29	\$122,927.00	\$137,959.00	\$138,183.00	\$138,151.00
<i>Contractual Services</i>									
300-56-63-56 00	Cont Serv Professional Services	70,445.66	102,824.64	97,854.99	131,467.22	150,000.00	92,000.00	92,000.00	69,500.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Biosolids Reporting	1.0000	4,500.00	4,500.00
Final Budget	Misc. engineering service	1.0000	65,000.00	65,000.00
Final Budget	Parshall Flume Construction Admin	150,000.0000	.15	22,500.00
Final Budget	Parshall Flume Construction Admin - CUT	150,000.0000	(.15)	(22,500.00)
			Final Budget Totals	\$69,500.00

300-56-63-56 10	Cont Serv Contracts and Agreements	35,557.96	45,995.06	31,650.68	35,351.29	30,500.00	31,894.00	.00	.00
300-56-63-56 11	Cont Serv Contract Services	47,363.99	48,852.64	47,191.79	47,776.42	50,000.00	54,150.00	96,684.00	96,684.00

Budget Transactions				
Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	A/C Maintenance Contract	2.0000	175.00	350.00
Final Budget	Anearobic Odor Control Lease	1.0000	4,000.00	4,000.00
Final Budget	Bldg. Alarm System	1.0000	710.00	710.00
Final Budget	Contract lab	12.0000	2,700.00	32,400.00
Final Budget	Contract lab - Grifols pretreatment sampling (reimbursed)	12.0000	1,500.00	18,000.00
Final Budget	Contract Novo DFP(reimbursed)	1.0000	3,400.00	3,400.00
Final Budget	Generator 1 Maint. Contract	4.0000	500.00	2,000.00
Final Budget	Generator 2 Maint Contract	4.0000	600.00	2,400.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department	56 - Water Sewer Enterprise								
Division	63 - Wastewater Treatment Plant								
Contractual Services									
Final Budget	Hach Service Agreement					1.0000	17,000.00	17,000.00	
Final Budget	Novo DAPI (reimbursed)					1.0000	8,000.00	8,000.00	
Final Budget	Pager monthly lease					36.0000	44.00	1,584.00	
Final Budget	RICE Air Permit Monitoring					1.0000	3,000.00	3,000.00	
Final Budget	Sludge Holding Tank Equipment Lease					1.0000	800.00	800.00	
Final Budget	Sludge Samples					1.0000	2,200.00	2,200.00	
Final Budget	Termite Contract					12.0000	70.00	840.00	
	Final Budget Totals							\$96,684.00	
300-56-63-56 50	Cont Serv Equipment Rental	656.74	844.61	670.64	920.44	951.00	951.00	950.00	950.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Konica Minolta Copier 227					12.0000	79.20	950.00	
	Final Budget Totals							\$950.00	
300-56-63-56 51	Cont Serv Uniform Rental	3,040.35	2,818.45	2,592.86	1,368.32	1,800.00	2,060.00	2,060.00	2,060.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Purchased clothing					5.0000	100.00	500.00	
Final Budget	Uniform rental 4 employees (per week)					52.0000	30.00	1,560.00	
	Final Budget Totals							\$2,060.00	
300-56-63-56 80	Cont Serv Johnston County Treatment	1,048,042.50	1,068,525.86	1,359,587.42	1,354,500.66	1,500,000.00	2,247,292.00	2,367,676.00	2,367,676.00
	Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Grifols Capital Recovery					12.0000	5,000.00	60,000.00	
Final Budget	Grifols JoCo Hi Strength S'crg (800K gpd @ \$2.55/1000)					365.0000	2,040.00	744,600.00	
Final Budget	Grifols JoCo Treatment Charge (800K gpd @ \$3.00/1000)					365.0000	2,400.00	876,000.00	
Final Budget	Grifols JoCo Xmsn Charge (800K gpd @ \$1.24/1000)					365.0000	992.00	362,080.00	
Final Budget	JoCo Novo DAPI Treatment Charge (210K gpd @ \$3.00/1000)					365.0000	630.00	229,950.00	
Final Budget	JoCo Novo DAPI Xmsn Charge (210K gpd @ \$1.24/1000 gpd)					365.0000	260.40	95,046.00	
	Final Budget Totals							\$2,367,676.00	



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Contractual Services									
300-56-63-56 81	Cont Serv Raleigh Treatment	.00	.00	93,482.22	145,721.69	228,500.00	328,500.00	396,000.00	396,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Raleigh Treatment Fee (340K gpd)					12.0000	33,000.00	396,000.00	
								Final Budget Totals	\$396,000.00
<i>Contractual Services Totals</i>		\$1,205,107.20	\$1,269,861.26	\$1,633,030.60	\$1,717,106.04	\$1,961,751.00	\$2,756,847.00	\$2,955,370.00	\$2,932,870.00
<i>Operating Expenses</i>									
300-56-63-52 00	Op Exp Copy Expense	74.08	91.70	88.87	90.82	72.00	72.00	.00	72.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	6Konica Minolta - copy expense					12.0000	6.00	72.00	
								Final Budget Totals	\$72.00
300-56-63-52 01	Op Exp Postage and Shipping Expense	117.41	358.87	164.15	118.71	75.00	150.00	150.00	150.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	UPS & FedEx shipping lump sum					1.0000	150.00	150.00	
								Final Budget Totals	\$150.00
300-56-63-52 10	Op Exp Utility Exp - Town Electricity	279,357.93	289,752.79	296,270.31	309,039.27	302,400.00	302,400.00	311,472.00	311,472.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	3% increase in rates					12.0000	756.00	9,072.00	
Final Budget	Electrical Costs					12.0000	25,200.00	302,400.00	
								Final Budget Totals	\$311,472.00
300-56-63-52 11	Op Exp Utility Exp - Town W/S	6,158.42	12,107.43	4,292.36	2,228.45	4,000.00	4,800.00	4,400.00	4,400.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	10 5 rate increase					12.0000	32.50	390.00	
Final Budget	4 yr avg Monthly potable water charge					12.0000	325.00	3,900.00	
								Final Budget Totals	\$4,290.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Operating Expenses									
300-56-63-52 12	Op Exp Utility Exp - Other	4,763.08	9,506.94	13,006.94	13,089.60	12,000.00	18,940.00	14,565.00	14,565.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Generator #1 100 hrs @ 15 gph - diesel					1,500.0000	2.50		3,750.00
Final Budget	Generator #2 150 hrs @ 25 gph - diesel					3,750.0000	2.50		9,375.00
Final Budget	LP for lab bldg heat					1,200.0000	1.20		1,440.00
Final Budget Totals									\$14,565.00
300-56-63-52 16	Op Exp Telephone Exp - Mobile	980.01	1,155.57	1,362.89	1,621.32	1,536.00	1,626.00	.00	1,536.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	AC - WWTP Superintendent					12.0000	38.01		456.00
Final Budget	MP WWTP On Call					12.0000	45.00		540.00
Final Budget	MP WWTP Superintendent					12.0000	45.00		540.00
Final Budget Totals									\$1,536.00
300-56-63-52 17	Op Exp Telephone Exp - Utilities	46.37	.00	.00	.00	.00	.00	.00	.00
300-56-63-52 25	Op Exp Advertising Expense	.00	43.16	.00	.00	250.00	500.00	500.00	500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Advertisement expense for pretreatment program- REIMBURSABLE					2.0000	250.00		500.00
Final Budget Totals									\$500.00
300-56-63-52 26	Op Exp Professional Development	1,938.45	1,940.40	2,444.30	1,929.72	2,730.00	2,730.00	2,730.00	2,730.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Certification class registration					4.0000	360.00		1,440.00
Final Budget	Conference attendance					2.0000	450.00		900.00
Final Budget	Continuing ed class (5 employess) 2 ea per year					6.0000	65.00		390.00
Final Budget Totals									\$2,730.00
300-56-63-52 27	Op Exp Local Mileage	31.05	.00	28.00	46.00	50.00	110.00	55.00	55.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>		<i>Total Amount</i>
Final Budget	Reimb use					100.0000	.55		55.00
Final Budget Totals									\$55.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 63 - Wastewater Treatment Plant

Operating Expenses

300-56-63-52 35	Op Exp Maint and Repair - Equipment	118,562.54	131,403.76	170,482.99	130,123.34	138,950.00	138,950.00	143,850.00	143,850.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Aeration basin maint.	2.0000	2,350.00	4,700.00
Final Budget	Barscreen brush replacement	2.0000	4,000.00	8,000.00
Final Budget	Clarifier Brush Maint.	3.0000	2,500.00	7,500.00
Final Budget	Clarifier maint.	2.0000	2,500.00	5,000.00
Final Budget	Effluent & Influent sampler maintenance	1.0000	3,000.00	3,000.00
Final Budget	Effluent pump valve replacement	1.0000	7,000.00	7,000.00
Final Budget	Filter maint.	1.0000	25,000.00	25,000.00
Final Budget	Flowmeter cal. & maint.	2.0000	1,250.00	2,500.00
Final Budget	Generator spare parts	1.0000	1,000.00	1,000.00
Final Budget	Influent Pump Station Maint	2.0000	10,000.00	20,000.00
Final Budget	Oil supplies	1.0000	2,200.00	2,200.00
Final Budget	Reclaim water pump system maint.	2.0000	1,500.00	3,000.00
Final Budget	Return sludge repair and maintenance	3.0000	4,000.00	12,000.00
Final Budget	Sludge holding tank maint. blowers	3.0000	750.00	2,250.00
Final Budget	Sludge thickener	2.0000	1,000.00	2,000.00
Final Budget	Submersible mixer cord and blade replacement	3.0000	4,000.00	12,000.00
Final Budget	Underdrain Pump Maintenance	1.0000	4,000.00	4,000.00
Final Budget	Unit #740 40 hours	1.0000	2,500.00	2,500.00
Final Budget	UV Bulb Replacement	72.0000	225.00	16,200.00
Final Budget	UV Control maintenance	1.0000	4,000.00	4,000.00
Final Budget Totals				\$143,850.00

300-56-63-52 36	Op Exp Maint and Repair - Vehicles	1,354.95	921.22	782.04	586.55	2,650.00	2,850.00	1,040.00	1,040.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Unit 70 2006 Chevy P/U	2,200.0000	.20	440.00
Final Budget	Unit 71 2016 Ford P/U	4,000.0000	.15	600.00
Final Budget Totals				\$1,040.00

300-56-63-52 37	Op Exp Maint and Repair - Buildings	27,751.35	968.47	8,130.70	2,271.25	1,250.00	1,450.00	2,200.00	2,200.00
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Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Final Budget	Deep Clean & Wax	1.0000	750.00	750.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Operating Expenses									
	Final Budget					1.0000	700.00	700.00	
	Interior painting supplies								
	Final Budget					1.0000	750.00	750.00	
	Undesignated bldg repairs on-site lump sum								
								Final Budget Totals	\$2,200.00
300-56-63-52 38	Op Exp Maint and Repair - Grounds	3,316.02	1,792.67	2,707.45	22,562.40	45,000.00	45,746.00	3,250.00	3,250.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
	Landscape supplies								
	Final Budget					1.0000	1,500.00	1,500.00	
	Pot hole patching								
	Final Budget					5.0000	250.00	1,250.00	
	Sidewalk repair								
								Final Budget Totals	\$3,250.00
300-56-63-52 40	Op Exp Maint and Repair - Lift Stations	183.00	.00	.00	.00	.00	.00	.00	.00
300-56-63-52 50	Op Exp Contracted Vehicle Service	.00	.00	.00	.00	200.00	.00	400.00	400.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					2.0000	200.00	400.00	
	Contracted vehicle service Fork lift service								
								Final Budget Totals	\$400.00
300-56-63-52 52	Op Exp Fuel	2,150.83	2,149.07	2,850.91	2,144.70	2,310.00	2,846.00	2,412.00	2,412.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					200.0000	2.03	406.00	
	Misc equipment 200 hrs @ 1 gph								
	Final Budget					293.0000	2.03	594.79	
	Unit #105 4,400 miles @ 15 mpg								
	Final Budget					572.0000	2.03	1,161.16	
	Unit #71 8000 miles @ 14 mpg								
	Final Budget					50.0000	2.50	125.00	
	Unit #740 25 hours @ 2 gph								
	Final Budget					5.0000	25.00	125.00	
	Unit 714 Forklift propane								
								Final Budget Totals	\$2,411.95
300-56-63-52 60	Op Exp Equipment Purchase	(656.61)	4,362.00	3,057.40	5,653.51	4,600.00	4,600.00	1,800.00	2,000.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	1,800.00	1,800.00	
	Hach digestion block								
	Final Budget					1.0000	200.00	200.00	
	Mobile Phone allowance								
								Final Budget Totals	\$2,000.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Operating Expenses									
300-56-63-52 62	Op Exp Dues and Subscriptions	4,486.47	4,813.98	4,590.83	5,242.97	5,250.00	5,250.00	5,250.00	5,250.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	AWWA WEA Subscription					1.0000	170.00	170.00	
Final Budget	LNBA & NRCA dues					1.0000	4,100.00	4,100.00	
Final Budget	NCRWA Association					1.0000	740.00	740.00	
Final Budget	Pretreatment Consortium					2.0000	70.00	140.00	
Final Budget	Water Operators Assoc.					1.0000	100.00	100.00	
							Final Budget Totals	\$5,250.00	
300-56-63-52 63	Op Exp Permits and Fees	7,260.00	7,010.00	7,010.00	7,245.00	8,000.00	8,000.00	8,400.00	8,400.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	NCDENR permits renewal lump sum					1.0000	8,400.00	8,400.00	
							Final Budget Totals	\$8,400.00	
300-56-63-52 70	Op Exp Safety	893.45	1,522.46	1,367.42	1,209.18	2,500.00	2,778.00	2,628.00	2,628.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Safety equipment recertification & replacement					3.0000	450.00	1,350.00	
Final Budget	Safety incentive meals - 3 each for 7 employees					21.0000	13.00	273.00	
Final Budget	Safety training - 3 each for 5 employees					15.0000	60.00	900.00	
Final Budget	Vehicle & building first aid kit supplies - 7 units					7.0000	15.00	105.00	
							Final Budget Totals	\$2,628.00	
300-56-63-52 71	Op Exp Protective Clothing	817.01	640.86	595.75	237.44	1,000.00	1,175.00	1,100.00	1,100.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Employee PPE					5.0000	60.00	300.00	
Final Budget	Safety boots					5.0000	160.00	800.00	
							Final Budget Totals	\$1,100.00	



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Operating Expenses									
300-56-63-52 80	Op Exp Tools	94.62	168.13	385.39	503.77	500.00	500.00	500.00	500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	500.00	500.00	
								500.00	
								Final Budget Totals	\$500.00
300-56-63-52 81	Op Exp Chemicals	56,625.05	29,169.83	29,610.40	27,711.63	30,000.00	33,670.00	33,670.00	33,670.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					44.0000	200.00	8,800.00	
	Final Budget					6.0000	145.00	870.00	
	Final Budget					2,000.0000	3.00	6,000.00	
	Final Budget					5.0000	3,600.00	18,000.00	
								Final Budget Totals	\$33,670.00
300-56-63-52 82	Op Exp Lab Supplies	17,029.27	15,432.89	14,937.94	15,679.38	18,000.00	20,800.00	16,830.00	16,830.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	130.00	130.00	
	Final Budget					2.0000	725.00	1,450.00	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	2,500.00	2,500.00	
	Final Budget					1.0000	7,000.00	7,000.00	
	Final Budget					1.0000	500.00	500.00	
	Final Budget					1.0000	1,500.00	1,500.00	
	Final Budget					1.0000	1,000.00	1,000.00	
	Final Budget					1.0000	1,250.00	1,250.00	
								Final Budget Totals	\$16,830.00
300-56-63-52 85	Op Exp Departmental Supplies	3,056.82	3,426.87	2,662.35	2,957.48	3,200.00	3,360.00	3,360.00	3,360.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					12.0000	250.00	3,000.00	
	Final Budget					12.0000	30.00	360.00	
								Final Budget Totals	\$3,360.00
300-56-63-53 03	Op Exp Worker's Compensation Insurance	6,532.03	10,161.73	8,103.72	6,700.61	7,594.00	6,922.00	12,755.00	12,755.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 63 - Wastewater Treatment Plant									
Operating Expenses									
300-56-63-53 99	Op Exp Miscellaneous Expense	.00	8,416.00	.00	.00	.00	.00	.00	.00
	<i>Operating Expenses Totals</i>	\$542,923.60	\$537,316.80	\$574,933.11	\$558,993.10	\$594,117.00	\$610,225.00	\$573,317.00	\$575,125.00
Programs									
300-56-63-54 43	Programs Liquid Sludge Disposal	238,859.00	233,629.10	254,106.83	262,147.18	295,000.00	320,800.00	412,600.00	412,600.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>		
Final Budget	Bio-solids land application (per gallon)				750,000.0000	.04	30,000.00		
Final Budget	Biosolids to Johnston County or Dewatering Contingency				200.0000	1,334.00	266,800.00		
Final Budget	Biosolids to Sampson Co.				900,000.0000	.11	99,000.00		
Final Budget	Stabilization chemicals				6.0000	2,800.00	16,800.00		
	<i>Final Budget Totals</i>						\$412,600.00		
	<i>Programs Totals</i>	\$238,859.00	\$233,629.10	\$254,106.83	\$262,147.18	\$295,000.00	\$320,800.00	\$412,600.00	\$412,600.00
Division 63 - Wastewater Treatment Plant	Totals	\$2,394,000.53	\$2,427,688.59	\$2,869,579.03	\$2,944,891.43	\$3,294,611.00	\$4,192,842.00	\$4,419,688.00	\$4,398,964.00
Department 56 - Water Sewer Enterprise	Totals	\$2,394,000.53	\$2,427,688.59	\$2,869,579.03	\$2,944,891.43	\$3,294,611.00	\$4,192,842.00	\$4,419,688.00	\$4,398,964.00
Fund 300 - WSF	Totals	\$2,394,000.53	\$2,427,688.59	\$2,869,579.03	\$2,944,891.43	\$3,294,611.00	\$4,192,842.00	\$4,419,688.00	\$4,398,964.00
	Net Grand Totals	\$2,394,000.53	\$2,427,688.59	\$2,869,579.03	\$2,944,891.43	\$3,294,611.00	\$4,192,842.00	\$4,419,688.00	\$4,398,964.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Water Sewer Fund
Division: Interdepartmental**



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 97 - Inter-departmental									
Miscellaneous									
300-56-97-59 97	Misc Support Services - General Fund	1,487,521.56	1,646,835.00	1,736,894.04	1,724,925.00	1,680,653.00	1,680,653.00	1,864,887.00	1,864,887.00
	<i>Miscellaneous Totals</i>	<u>\$1,487,521.56</u>	<u>\$1,646,835.00</u>	<u>\$1,736,894.04</u>	<u>\$1,724,925.00</u>	<u>\$1,680,653.00</u>	<u>\$1,680,653.00</u>	<u>\$1,864,887.00</u>	<u>\$1,864,887.00</u>
	Division 97 - Inter-departmental Totals	\$1,487,521.56	\$1,646,835.00	\$1,736,894.04	\$1,724,925.00	\$1,680,653.00	\$1,680,653.00	\$1,864,887.00	\$1,864,887.00
	Department 56 - Water Sewer Enterprise Totals	\$1,487,521.56	\$1,646,835.00	\$1,736,894.04	\$1,724,925.00	\$1,680,653.00	\$1,680,653.00	\$1,864,887.00	\$1,864,887.00
	Fund 300 - WSF Totals	\$1,487,521.56	\$1,646,835.00	\$1,736,894.04	\$1,724,925.00	\$1,680,653.00	\$1,680,653.00	\$1,864,887.00	\$1,864,887.00
	Net Grand Totals	<u>\$1,487,521.56</u>	<u>\$1,646,835.00</u>	<u>\$1,736,894.04</u>	<u>\$1,724,925.00</u>	<u>\$1,680,653.00</u>	<u>\$1,680,653.00</u>	<u>\$1,864,887.00</u>	<u>\$1,864,887.00</u>

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Water Sewer Fund
Division: Capital Outlay**



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 95 - Capital Outlay									
Capital Outlay									
300-56-95-58 00	Cap Out Capital Projects	256,605.22	268,524.85	.00	68,977.15	25,000.00	25,000.00	12,500.00	12,500.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	12,500.00	12,500.00	
								Final Budget Totals	\$12,500.00
300-56-95-58 01	Cap Out Construction	.00	.00	3,000.00	.00	.00	.00	.00	.00
300-56-95-58 02	Cap Out Easement Acquisition	42,055.00	.00	.00	.00	.00	.00	125,000.00	.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	125,000.00	125,000.00	
	Final Budget					1.0000	(125,000.00)	(125,000.00)	
								Final Budget Totals	\$0.00
300-56-95-58 03	Cap Out Furniture Fixtures and Equipment	9,656.70	.00	.00	.00	.00	.00	.00	.00
300-56-95-58 13	Cap Out System Maintenance	331,338.51	586,118.16	.00	.00	.00	.00	.00	.00
300-56-95-58 30	Cap Out Water Line Improvements	319,803.76	43,241.72	54,496.39	769,527.96	350,000.00	.00	3,364,025.00	1,341,525.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	271,875.00	271,875.00	
	Final Budget					1.0000	350,000.00	350,000.00	
	Final Budget					1.0000	425,000.00	425,000.00	
	Final Budget					1.0000	294,650.00	294,650.00	
	Final Budget					1.0000	375,000.00	375,000.00	
	Final Budget					1.0000	(375,000.00)	(375,000.00)	
								Final Budget Totals	\$1,341,525.00
300-56-95-58 31	Cap Out Sewer Line Improvements	738,787.97	203,634.90	113,251.70	1,005,845.69	1,643,068.00	30,318.00	4,900,375.00	1,988,250.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	(1,020,000.00)	(1,020,000.00)	
	Final Budget					1.0000	1,020,000.00	1,020,000.00	
	Final Budget					1.0000	100,000.00	100,000.00	
	Final Budget					1.0000	(100,000.00)	(100,000.00)	
	Final Budget					1.0000	1,000,000.00	1,000,000.00	



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 300 - WSF

Department 56 - Water Sewer Enterprise

Division 95 - Capital Outlay

Capital Outlay

Final Budget	2. Liberty/W Main L/S Decommissioning - REDUCE					1.0000	(100,000.00)	(100,000.00)	
Final Budget	3. Blanche St Fayetteville to Ellington					1.0000	275,000.00	275,000.00	
Final Budget	3a. S O'Neil St Blanche to Horne					1.0000	350,000.00	350,000.00	
Final Budget	4. Manhole Rehab Project (VF) (JB FY21)					600.0000	185.00	111,000.00	
Final Budget	4. Manhole Rehab Project (VF) - REDUCE					150.0000	(185.00)	(27,750.00)	
Final Budget	5. Regency Dr Cemetery outfall to Smith St					1.0000	180,000.00	180,000.00	
Final Budget	6. New Projects (Main St) - CUT					1.0000	(400,000.00)	(400,000.00)	
Final Budget	6. New Projects (Main St.)					1.0000	400,000.00	400,000.00	
Final Budget	7. Peele S/D Sewer Main Replacement					1.0000	900,000.00	900,000.00	
Final Budget	7. Peele S/D Sewer Main Replacement - DEFER					1.0000	(900,000.00)	(900,000.00)	
Final Budget	8. Rollingwood S/D sewer service replacement					1.0000	200,000.00	200,000.00	
Final Budget	8. Rollingwood S/D sewer service replacement - DEFER					1.0000	(200,000.00)	(200,000.00)	
Final Budget	9. Misc. Lift Station Rehab					1.0000	300,000.00	300,000.00	
Final Budget	9. Misc. Lift Station Rehab - REDUCE					1.0000	(100,000.00)	(100,000.00)	
							Final Budget Totals	\$1,988,250.00	

300-56-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	105,000.00	107,348.00	305,000.00	62,000.00
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Budget Transactions						Number of Units	Cost Per Unit	Total Amount
Level	Transaction							
Final Budget	New Crew Leader Position F250 - CUT					1.0000	(40,000.00)	(40,000.00)
Final Budget	New Crew Leader Position F250 Gas Pick Up (TJ FY-21)					1.0000	40,000.00	40,000.00
Final Budget	New FOG Tech position - CUT					1.0000	(49,000.00)	(49,000.00)
Final Budget	New FOG Tech position - Ford Transit Van					1.0000	49,000.00	49,000.00
Final Budget	Replace unit #76 2500 4WD Diesel Service Truck(JB FY-21)					1.0000	62,000.00	62,000.00
							Final Budget Totals	\$62,000.00

300-56-95-58 48	Cap Out Heavy Equipment/Heavy Vehicles	.00	.00	.00	.00	69,000.00	80,000.00	1,032,000.00	1,044,000.00
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Budget Transactions						Number of Units	Cost Per Unit	Total Amount
Level	Transaction							
Final Budget	New Vactor 2100i (VRP FY21-JB) (Replace 74) 5 year Capital lease					1.0000	445,000.00	445,000.00
Final Budget	New Vactor 2100i(VRP FY21-TJ) (Replace 86) Renewal 5 Year lease					1.0000	445,000.00	445,000.00
Final Budget	Replace #84 - Freightliner Dump Truck (CIP FY-21)					1.0000	154,000.00	154,000.00
							Final Budget Totals	\$1,044,000.00



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 95 - Capital Outlay									
Capital Outlay									
300-56-95-58 50	Cap Out Capital Outlay	580,057.94	1,096,251.74	135,121.71	258,233.67	206,600.00	230,625.00	274,400.00	174,500.00
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Final Budget	Bulk Water Filling Station					2.0000	50,000.00	100,000.00	
Final Budget	Bulk Water Filling Station - DEFER					2.0000	(50,000.00)	(100,000.00)	
Final Budget	Diamond Wire Guillotine Pipe Saw (TJ FY-21) (CIP FY-19)					1.0000	12,500.00	12,500.00	
Final Budget	Sewer Camera w/Trailer replace Unit# 716 (JB FY-21) (CIP FY-19)					1.0000	137,000.00	137,000.00	
Final Budget	Shoring Box (Ingress/Egress Safety Requirement)					2.0000	12,500.00	25,000.00	
							Final Budget Totals	\$174,500.00	
	<i>Capital Outlay Totals</i>	\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Division 95 - Capital Outlay Totals		\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Department 56 - Water Sewer Enterprise Totals		\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Fund 300 - WSF Totals		\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00
Net Grand Totals		\$2,278,305.10	\$2,197,771.37	\$305,869.80	\$2,102,584.47	\$2,398,668.00	\$473,291.00	\$10,013,300.00	\$4,622,775.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Water Sewer Fund
Division: Debt Service**



Detail Expenditure Budget - Water/Sewer Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 300 - WSF									
Department 56 - Water Sewer Enterprise									
Division 90 - Debt Service									
Debt Service									
300-56-90-57 015	Debt Service FY 03-04 Sewer State Bond Loan	1,214.22	607.12	.00	.00	.00	.00	.00	.00
300-56-90-57 016	Debt Service FY 98-99 Sewer Revolving Loan	6,054.80	4,541.10	3,027.40	53,530.95	.00	.00	.00	.00
300-56-90-57 017	Debt Service FY 97-98 Sewer Revolving Loan	6,372.78	.00	.00	.00	.00	.00	.00	.00
300-56-90-57 018	Debt Service FY 07-08 Sewer Revolving Loan	39,686.02	34,016.60	28,347.16	279,794.83	274,125.00	274,125.00	268,456.00	268,456.00
300-56-90-57 019	Debt Service FY 07-08 Sewer Revolving Loan	49,140.00	45,360.00	41,580.00	217,800.00	214,020.00	214,020.00	210,240.00	210,240.00
300-56-90-57 021	Debt Service FY 05-06 Nitrogen Financing	4,052.15	.00	.00	.00	.00	.00	.00	.00
300-56-90-57 042	Debt Service System Improvements	.00	.00	122,269.93	.00	.00	.00	.00	.00
300-56-90-57 043	Debt Service Elevated WaterStorage Tank RBAN	.00	.00	.00	.00	70,381.00	.00	70,576.00	70,576.00
300-56-90-57 044	Debt Service USDA Revenue Bond - Water Tank	50,391.10	49,691.10	48,956.10	71,186.10	.00	70,381.00	.00	.00
300-56-90-57 045	Debt Service Vactor Truck Capital Lease - W&S	415.54	9,301.80	8,198.42	44,307.49	44,308.00	44,308.00	284,994.00	284,994.00
300-56-90-57 050	Debt Service USDA Revenue Bond- ClaytonRaleigh	.00	.00	112,528.80	228,605.00	229,493.00	229,493.00	230,283.00	230,283.00
300-56-90-57 051	Debt Service AMI Project	.00	.00	.00	.00	.00	.00	270,943.00	270,943.00
	<i>Debt Service Totals</i>	<u>\$157,326.61</u>	<u>\$143,517.72</u>	<u>\$364,907.81</u>	<u>\$895,224.37</u>	<u>\$832,327.00</u>	<u>\$832,327.00</u>	<u>\$1,335,492.00</u>	<u>\$1,335,492.00</u>
	Division 90 - Debt Service Totals	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
	Department 56 - Water Sewer Enterprise Totals	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
	Fund 300 - WSF Totals	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00
	Net Grand Totals	\$157,326.61	\$143,517.72	\$364,907.81	\$895,224.37	\$832,327.00	\$832,327.00	\$1,335,492.00	\$1,335,492.00

**Town of Clayton
FY 2020-2021
Revenue Summary**

**Department: Electric Fund
Division:**



Detail Revenue Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 00 - Non-departmental									
Permits and Fees									
310-57-00-43 20	Per & Fees Late Fee Penalties	98,865.93	96,327.91	101,689.84	110,936.39	100,000.00	100,000.00	110,000.00	100,000.00
310-57-00-43 21	Per & Fees Past Due Penalty	91,262.83	154,545.89	98,423.89	95,798.14	92,400.00	92,400.00	165,000.00	85,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Cut off fees (share with WS Fund)					.5000	170,000.00	85,000.00	
								Final Budget Totals	\$85,000.00
310-57-00-43 25	Per & Fees AMI Meter Fee	.00	.00	.00	24,017.82	165,372.00	163,200.00	163,200.00	.00
310-57-00-43 59	Per & Fees Meter Fees	13,520.00	21,905.00	16,685.00	30,990.00	26,000.00	26,000.00	48,750.00	48,750.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Residential Meter Fees					350.0000	125.00	43,750.00	
Final Budget	Single Phase w/Demand					10.0000	350.00	3,500.00	
Final Budget	Three Phase w/Demand					3.0000	500.00	1,500.00	
								Final Budget Totals	\$48,750.00
310-57-00-43 65	Per & Fees Cut Seal Fee	3,520.00	2,100.00	1,625.00	1,200.00	1,000.00	2,000.00	1,500.00	1,500.00
310-57-00-43 66	Per & Fees Meter Tampering Fee	700.00	1,000.00	1,000.00	1,000.00	250.00	500.00	250.00	250.00
310-57-00-43 70	Per & Fees Solar Application Fee	.00	.00	100.00	.00	100.00	100.00	100.00	100.00
310-57-00-43 71	Per & Fees Underground Electric Fees	76,125.00	125,625.00	93,750.00	117,000.00	103,125.00	103,125.00	127,500.00	127,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Install Ug Services					300.0000	425.00	127,500.00	
								Final Budget Totals	\$127,500.00
310-57-00-43 72	Per & Fees Facility Fees	62.00	31.00	96.00	.00	.00	.00	.00	.00
310-57-00-43 74	Per & Fees Connection Fees	34,497.00	37,949.07	64,026.88	78,372.50	81,000.00	65,000.00	85,000.00	85,000.00
310-57-00-43 80	Per & Fees Damage Reimbursement	7,997.75	40,414.69	24,030.84	45,225.89	11,000.00	6,000.00	15,000.00	7,500.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Fees collected for damage by others to electric facilities					3.0000	2,500.00	7,500.00	
								Final Budget Totals	\$7,500.00



Detail Revenue Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 00 - Non-departmental									
Permits and Fees									
310-57-00-43 99	Per & Fees Returned Check Fees	13,920.00	17,138.44	14,700.00	10,475.00	10,000.00	13,000.00	10,000.00	10,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Returned Checks Fees					500.0000	20.00	10,000.00	
								Final Budget Totals	\$10,000.00
<i>Permits and Fees Totals</i>		\$340,470.51	\$497,037.00	\$416,127.45	\$515,015.74	\$590,247.00	\$571,325.00	\$726,300.00	\$465,600.00
<i>Sales and Services</i>									
310-57-00-44 15	Sales & Serv Sale of Electricity	11,496,147.76	11,964,338.73	12,573,519.90	13,372,504.79	13,500,000.00	14,300,000.00	13,500,000.00	13,642,207.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	\$2 AMI Charge per meter					86,400.0000	2.00	172,800.00	
Final Budget	Five Year Trend and last years average					1.0000	13,469,407.00	13,469,407.00	
								Final Budget Totals	\$13,642,207.00
<i>Sales and Services Totals</i>		\$12,033,309.20	\$12,519,565.64	\$13,144,668.00	\$13,975,256.28	\$14,110,000.00	\$14,885,000.00	\$14,095,000.00	\$14,272,207.00
<i>Other Financing Sources</i>									
310-57-00-48 05	Misc Finance Capital	.00	.00	.00	.00	800,000.00	.00	800,000.00	1,000,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Electric Rate Model - CIP Assumptions					1.0000	1,000,000.00	1,000,000.00	
								Final Budget Totals	\$1,000,000.00
310-57-00-48 83	Misc Trans from Capital Project Funds	.00	.00	136,647.47	.00	.00	.00	.00	.00
<i>Other Financing Sources Totals</i>		\$0.00	\$0.00	\$136,647.47	\$0.00	\$800,000.00	\$0.00	\$800,000.00	\$1,000,000.00
<i>Miscellaneous</i>									
310-57-00-48 00	Misc Investment Earnings	10,723.55	18,849.35	33,639.82	52,228.21	40,500.00	56,852.00	36,500.00	24,500.00
310-57-00-48 10	Misc Debt Setoff Revenue	48,521.22	40,606.73	40,300.84	37,753.78	22,622.00	10,000.00	12,000.00	12,000.00
310-57-00-48 40	Misc FEMA/NCEM Damage Reimbursement	.00	23,125.87	.00	.00	.00	.00	.00	.00



Detail Revenue Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 00 - Non-departmental									
Miscellaneous									
310-57-00-48 60	Misc Reimbursable Projects	41,929.04	12,292.38	21,825.45	3,640.00	44,563.00	5,000.00	5,000.00	5,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit		Total Amount
Final Budget	EBF towards JoCo Lineman School Support					1.0000	2,000.00		2,000.00
Final Budget	Electricities Betterment Fund					1.0000	3,000.00		3,000.00
						Final Budget Totals			\$5,000.00
310-57-00-48 71	Misc Sale of Scrap	1,421.45	2,887.44	4,026.40	3,472.09	3,500.00	3,500.00	3,000.00	3,000.00
310-57-00-48 73	Misc Sale of Surplus Equipment	.00	140.00	2,770.00	40,032.00	5,326.00	.00	5,000.00	5,000.00
310-57-00-48 94	Misc Conservation Program Repayments	7,096.57	7,958.10	8,083.08	3,041.58	6,625.00	3,000.00	5,000.00	5,000.00
310-57-00-48 97	Misc Miscellaneous	251.00	14,786.63	4,415.00	6,631.47	7,281.00	.00	1,000.00	1,000.00
	Miscellaneous Totals	\$109,942.83	\$120,646.50	\$115,060.59	\$146,799.13	\$130,417.00	\$78,352.00	\$67,500.00	\$55,500.00
Fund Balance and Capital Reserve									
310-57-00-48 99	Misc Fund Balance Appropriated	.00	.00	.00	.00	.00	.00	.00	19,350.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit		Total Amount
Final Budget	Carryover Ops Center Master Plan					1.0000	19,350.00		19,350.00
						Final Budget Totals			\$19,350.00
Fund Balance and Capital Reserve Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,350.00
Division 00 - Non-departmental Totals		\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Department 57 - Electric Enterprise Totals		\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Fund 310 - EF Totals		\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00
Net Grand Totals		\$12,483,722.54	\$13,137,249.14	\$13,812,503.51	\$14,637,071.15	\$15,630,664.00	\$15,534,677.00	\$15,688,800.00	\$15,812,657.00

**Town of Clayton
FY 2020-2021
Expenditure Summary**

**Department: Electric Fund
Division:**

Electric Expenditure Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund: 310 EF								
Expenditures								
Salaries - Personnel - Salaries	\$616,654.51	\$697,459.40	\$676,849.45	\$776,738.17	\$742,590.00	\$887,024.00	\$764,584.00	\$817,551.00
Benefits - Personnel - Benefits	\$207,807.19	\$239,502.01	\$213,174.90	\$261,325.18	\$263,179.00	\$296,786.00	\$283,678.00	\$302,787.00
Contract Serv - Contractual Services	\$429,761.43	\$377,389.14	\$262,115.34	\$309,697.44	\$374,925.00	\$375,925.00	\$394,599.00	\$413,949.00
Op Exp - Operating Expenses	\$290,571.16	\$411,579.31	\$513,452.60	\$516,662.37	\$582,598.00	\$569,256.00	\$531,081.00	\$530,011.00
Prgms - Programs	\$8,578,188.10	\$9,249,292.35	\$9,205,404.97	\$9,826,388.73	\$10,335,358.00	\$10,315,358.00	\$10,116,533.00	\$10,616,533.00
Sp App - Special Appropriations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,503.00
Debt Service - Debt Service	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
Cap Outlay - Capital Outlay	\$0.00	(\$4,107,389.72)	(\$1,060,866.77)	(\$479,333.99)	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00
Misc - Miscellaneous	\$1,264,558.56	\$1,430,939.14	\$1,385,197.41	\$2,367,345.79	\$1,054,506.00	\$1,232,287.00	\$1,004,974.00	\$1,004,974.00
Fund Total: EF	(\$11,406,837.06)	(\$8,362,991.23)	(\$11,313,411.99)	(\$14,301,973.86)	(\$15,343,456.00)	(\$15,534,677.00)	(\$15,209,095.00)	(\$15,812,657.00)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$11,406,837.06	\$8,362,991.23	\$11,313,411.99	\$14,301,973.86	\$15,343,456.00	\$15,534,677.00	\$15,209,095.00	\$15,812,657.00
Net Grand Totals:	(\$11,406,837.06)	(\$8,362,991.23)	(\$11,313,411.99)	(\$14,301,973.86)	(\$15,343,456.00)	(\$15,534,677.00)	(\$15,209,095.00)	(\$15,812,657.00)

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Electric Fund
Division: Non-Departmental**



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 00 - Non-departmental									
Personnel - Benefits									
310-57-00-51 25	Benefits Retirement - OPEB	.00	2,656.00	.00	.00	.00	.00	.00	.00
	Personnel - Benefits Totals	\$0.00	\$2,656.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating Expenses									
310-57-00-53 01	Op Exp Insurance Deductible	1,564.50	.00	602.80	.00	.00	.00	.00	.00
	Operating Expenses Totals	\$1,564.50	\$0.00	\$602.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Appropriations									
310-57-00-55 00	Spec App Salary Reserve	.00	.00	.00	.00	.00	.00	.00	24,503.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	5,221.00	5,221.00	
	Final Budget					1.0000	19,282.00	19,282.00	
						Final Budget Totals		\$24,503.00	
	Special Appropriations Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,503.00
Miscellaneous									
310-57-00-59 00	Misc Depreciation Expense	347,368.69	363,911.14	394,943.45	539,374.79	.00	.00	.00	.00
310-57-00-59 23	Misc Transfer to Capital Project Fund	.00	.00	.00	881,741.00	117,259.00	295,040.00	.00	.00
	Miscellaneous Totals	\$347,368.69	\$363,911.14	\$394,943.45	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$0.00
	Division 00 - Non-departmental Totals	\$348,933.19	\$366,567.14	\$395,546.25	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$24,503.00
	Department 57 - Electric Enterprise Totals	\$348,933.19	\$366,567.14	\$395,546.25	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$24,503.00
	Fund 310 - EF Totals	\$348,933.19	\$366,567.14	\$395,546.25	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$24,503.00
	Net Grand Totals	\$348,933.19	\$366,567.14	\$395,546.25	\$1,421,115.79	\$117,259.00	\$295,040.00	\$0.00	\$24,503.00

**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Electric Enterprise
Division: Administration**

2019-2020 Major Accomplishments	Related Council Goal
• NO SAFETY INCIDENTS	Think Safe, Clean, Engaged. Think Community
• FIRST JCC apprentice hired for TOC to support program	Think Communication & Partnerships. Think Collaboration.
• Managed Performance Management for Electric	Think Economic Development. Think Prosperity
• Worked w/PIO to update LMB brochure (in process)	Think Economic Development. Think Prosperity
• Developed processes to enable shift work/telework between other OPS administration clerks during Covid-19	Think Communication & Partnerships. Think Collaboration.
• FIRST TOC Electric Car purchased, will use to promote TOC & Clayton Public Power	Think Safe, Clean, Engaged. Think Community
• AMI Ph. I support	Think Growth. Think Balance
• Helped Management w/new warehouse inventory concept	Think Town Finances. Think Responsibility.
• Coordinated and purchased new Christmas decorations	Think Communication & Partnerships. Think Collaboration.
• Collaborated w/ GIS Dept. on locator's new role	Think Communication & Partnerships. Think Collaboration.
• LCDP Training for Workforce	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• NCAMES Rodeo Participant Volunteers/ Event Canceled, Connor Franks, Luke Smith, Ian Bowser and Travis Rose	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: To serve our citizens to the best of our ability considering Safety First, cost stability and power reliability with quality service for all.

Goal: SAFETY: To keep our employees and public safe!

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Percentage of time lost due to safety accident	0%	5%	0%
• Percentage of departmental attendance rated monthly safety meetings	90%	94%	98%

Goal: QUALITY: To provide reliable power.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Resolve unplanned outages in 90 minutes or less.	90%	67%	63.5%
• Percentage of work orders that are preventative maintenance.	25%	42%	30%

Goal: Financial Stability: To be a sustainable utility:

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Percentages of residential customers in load management	50%	52%	54%
• Percentages of electrical assets installed that generate revenue	65%	58%	70%



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 02 - Administration									
Personnel - Salaries									
310-57-02-50 00	Salaries Full-time	198,054.96	178,959.79	189,083.51	197,424.60	148,494.00	204,496.00	149,518.00	202,485.00
310-57-02-50 04	Salaries Overtime	250.85	90.72	.00	936.37	.00	.00	2,000.00	2,000.00
	<i>Personnel - Salaries Totals</i>	\$198,305.81	\$179,050.51	\$189,083.51	\$198,360.97	\$148,494.00	\$204,496.00	\$151,518.00	\$204,485.00
Personnel - Benefits									
310-57-02-51 00	Benefits Longevity	1,700.00	1,200.00	1,500.00	1,800.00	1,800.00	2,100.00	2,000.00	2,000.00
310-57-02-51 10	Benefits FICA	14,872.76	13,314.57	14,451.21	15,228.45	11,785.00	15,804.00	11,744.00	15,796.00
310-57-02-51 11	Benefits Group Insurance - Health	15,077.79	13,314.27	9,763.66	13,611.96	7,770.00	14,308.00	7,718.00	15,034.00
310-57-02-51 15	Benefits Life Insurance	1,178.54	1,036.02	1,154.87	836.88	499.00	536.00	744.00	1,022.00
310-57-02-51 20	Benefits Retirement - General Employees	13,186.71	12,754.71	14,210.70	15,537.51	13,364.00	18,405.00	15,470.00	20,858.00
310-57-02-51 30	Benefits 401K - General Employees	7,841.15	7,013.30	7,573.96	8,006.39	6,012.00	8,264.00	6,141.00	8,260.00
	<i>Personnel - Benefits Totals</i>	\$53,856.95	\$48,632.87	\$48,654.40	\$55,021.19	\$41,230.00	\$59,417.00	\$43,817.00	\$62,970.00
Contractual Services									
310-57-02-56 10	Cont Serv Contracts and Agreements	2,577.00	477.00	.00	.00	.00	.00	.00	.00
310-57-02-56 40	Cont Serv Pre-employment Screening	.00	.00	33.00	.00	.00	.00	.00	.00
310-57-02-56 50	Cont Serv Equipment Rental	.00	.00	.00	2,288.03	1,368.00	1,368.00	1,368.00	1,368.00
	<i>Contractual Services Totals</i>	\$2,577.00	\$477.00	\$33.00	\$2,288.03	\$1,368.00	\$1,368.00	\$1,368.00	\$1,368.00
Operating Expenses									
310-57-02-52 01	Op Exp Postage and Shipping Expense	134.33	393.22	.00	.00	200.00	200.00	200.00	200.00
	<i>Operating Expenses Totals</i>	\$134.33	\$393.22	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	HP Plotter/Scanner 1/3 Share (PW, WS, EL)_				12.0000	114.00	1,368.00		
						Final Budget Totals	\$1,368.00		
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	Costs to ship/receive/insure ordered and or repaired items				5.0000	40.00	200.00		
						Final Budget Totals	\$200.00		
310-57-02-52 16	Op Exp Telephone Exp - Mobile	1,271.74	1,461.99	1,731.24	2,860.52	1,992.00	1,876.00	1,992.00	1,992.00
	<i>Operating Expenses Totals</i>	\$1,271.74	\$1,461.99	\$1,731.24	\$2,860.52	\$1,992.00	\$1,876.00	\$1,992.00	\$1,992.00
Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Final Budget	AC Electric System Director				12.0000	38.01	456.00		
Final Budget	AC Energy Service Technician				12.0000	38.01	456.00		
Final Budget	MP Electric System Director				12.0000	45.00	540.00		



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 02 - Administration									
Operating Expenses									
	Final Budget					12.0000	45.00	540.00	
	MP Energy Service Technician								
	Final Budget Totals							\$1,992.00	
310-57-02-52 25	Op Exp Advertising Expense	862.88	775.00	825.00	825.00	825.00	825.00	3,825.00	7,825.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	7,000.00	7,000.00	
	Final Budget					1.0000	475.00	475.00	
	Final Budget					2.0000	175.00	350.00	
	Final Budget Totals							\$7,825.00	
310-57-02-52 26	Op Exp Professional Development	1,578.10	630.00	1,526.52	2,225.31	1,500.00	2,000.00	2,000.00	2,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	800.00	800.00	
	Final Budget					1.0000	1,200.00	1,200.00	
	Final Budget Totals							\$2,000.00	
310-57-02-52 27	Op Exp Local Mileage	.35	.00	90.83	.00	200.00	200.00	200.00	200.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	200.00	200.00	
	Final Budget Totals							\$200.00	
310-57-02-52 39	Op Exp Maint and Repair - System	.00	384.95	.00	.00	.00	.00	.00	.00
310-57-02-52 60	Op Exp Equipment Purchase	1,833.83	.00	80.04	413.98	.00	.00	.00	.00
310-57-02-52 62	Op Exp Dues and Subscriptions	11,967.00	12,946.00	15,387.00	14,452.00	14,452.00	14,452.00	15,500.00	15,500.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	15,500.00	15,500.00	
	Final Budget Totals							\$15,500.00	



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 02 - Administration									
Operating Expenses									
310-57-02-52 85	Op Exp Departmental Supplies	2,413.34	2,005.71	1,983.65	1,362.89	2,250.00	2,250.00	2,250.00	2,250.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Stationary & Plotter supplies for Admin. personnel					1.0000	2,250.00	2,250.00	
								Final Budget Totals	\$2,250.00
310-57-02-53 03	Op Exp Worker's Compensation Insurance	3,608.22	4,653.17	3,716.84	3,251.34	3,630.00	3,271.00	5,118.00	7,501.00
310-57-02-53 99	Op Exp Miscellaneous Expense	125.00	.00	.00	.00	.00	.00	.00	.00
<i>Operating Expenses Totals</i>		\$23,794.79	\$23,250.04	\$25,341.12	\$25,391.04	\$25,049.00	\$25,074.00	\$31,085.00	\$37,468.00
<i>Programs</i>									
310-57-02-54 50	Programs Purchase for Resale	13,798.18	14,609.14	9,916.24	12,112.56	16,200.00	16,200.00	16,200.00	16,200.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Monthly charge paid to The U S Department of Energy					12.0000	1,350.00	16,200.00	
								Final Budget Totals	\$16,200.00
310-57-02-54 56	Programs Electric Conservation Program	17,775.00	14,953.65	26,946.53	5,040.40	15,000.00	15,000.00	15,000.00	15,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Energy Assistance Programs/ HVAC, WH, Etc.					3.0000	5,000.00	15,000.00	
								Final Budget Totals	\$15,000.00
<i>Programs Totals</i>		\$31,573.18	\$29,562.79	\$36,862.77	\$17,152.96	\$31,200.00	\$31,200.00	\$31,200.00	\$31,200.00
Division 02 - Administration Totals		\$310,107.73	\$280,973.21	\$299,974.80	\$298,214.19	\$247,341.00	\$321,555.00	\$258,988.00	\$337,491.00
Department 57 - Electric Enterprise Totals		\$310,107.73	\$280,973.21	\$299,974.80	\$298,214.19	\$247,341.00	\$321,555.00	\$258,988.00	\$337,491.00
Fund 310 - EF Totals		\$310,107.73	\$280,973.21	\$299,974.80	\$298,214.19	\$247,341.00	\$321,555.00	\$258,988.00	\$337,491.00
Net Grand Totals		\$310,107.73	\$280,973.21	\$299,974.80	\$298,214.19	\$247,341.00	\$321,555.00	\$258,988.00	\$337,491.00

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**Town of Clayton
FY 2020-2021
Budget Proposal
Department Summary**

**Department: Electric Enterprise
Division: Operations**

2019-2020 Major Accomplishments	Related Council Goal
• FIRST TOC Electric Car purchased, will use to promote TOC & Clayton Public Power	Think Safe, Clean, Engaged. Think Community
• FIRST JCC apprentice hired for TOC to support program	Think Communication & Partnerships. Think Collaboration.
• LED Ph. II completed	Think Safe, Clean, Engaged. Think Community
• Installed New Electric Infrastructure Ashcroft Ph. 5, Parkview Ph. 12,16,17, Village of Little Creek, Highgate Ph.2,	Think Economic Development. Think Prosperity
• AMI Ph. I in Progress	Think Growth. Think Balance
• P.D. Peak Shaving Final Finish from FY19	Think Town Finances. Think Responsibility.
• Mainstreet Electric Conversion Analysis /Not Delivered to Council	Think Downtown. Think Awesome.
• LCDP Training for Workforce	Think Happy, Helpful, Professional Workforce. Think Opportunity.
• NCAMES Rodeo Participant Volunteers/ Event Canceled, Connor Franks, Luke Smith, Ian Bowser and Travis Rose	Think Happy, Helpful, Professional Workforce. Think Opportunity.
•NO SAFETY INCIDENTS	Think Safe, Clean, Engaged. Think Community
•Efficient Repairs of Defective UG Cables	Think Economic Development. Think Prosperity

2020-2021 Service, Program or Staffing Changes	Description of Changes	Cost Implications for FY 2020-2021	Related Council Goal
Staffing Change	•New ELT I Request/Deferred Covid-19	\$43,000/Deferred	Think Happy, Helpful, Professional Workforce. Think Opportunity.

Performance Measures

Mission Statement: To serve our citizens to the best of our ability considering Safety First, cost stability and power reliability with quality service for all.

Goal: SAFETY: To keep our employees and public safe!

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Percentage of time lost due to safety accident	0%	5%	0%
• Percentage of departmental attendance rated monthly safety meetings	90%	94%	98%

Goal: QUALITY: To provide reliable power.

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Resolve unplanned outages in 90 minutes or less.	90%	67%	63.5%
• Percentage of work orders that are preventative maintenance.	25%	42%	30%

Goal: Financial Stability: To be a sustainable utility:

Objective	2020-2021 Target	Fiscal Year 2018-2019 Actual	2019-2020 Year to Date
• Percentages of residential customers in load management	50%	52%	54%
• Percentages of electrical assets installed that generate revenue	65%	58%	70%



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 65 - Operations									
<i>Personnel - Salaries</i>									
310-57-65-50 00	Salaries Full-time	408,680.18	500,799.83	466,825.77	555,657.51	581,323.00	656,709.00	586,066.00	586,066.00
310-57-65-50 04	Salaries Overtime	9,668.52	17,609.06	20,940.17	22,719.69	12,773.00	25,819.00	27,000.00	27,000.00
	<i>Personnel - Salaries Totals</i>	<u>\$418,348.70</u>	<u>\$518,408.89</u>	<u>\$487,765.94</u>	<u>\$578,377.20</u>	<u>\$594,096.00</u>	<u>\$682,528.00</u>	<u>\$613,066.00</u>	<u>\$613,066.00</u>
<i>Personnel - Benefits</i>									
310-57-65-51 00	Benefits Longevity	6,400.00	7,100.00	7,800.00	8,500.00	7,500.00	7,100.00	8,400.00	8,400.00
310-57-65-51 01	Benefits Stand-by Pay	10,429.80	10,862.73	10,641.82	11,603.04	11,989.00	10,608.00	17,000.00	17,000.00
310-57-65-51 10	Benefits FICA	32,274.05	40,093.35	37,940.34	44,144.24	46,895.00	53,568.00	48,842.00	48,842.00
310-57-65-51 11	Benefits Group Insurance - Health	56,017.44	67,064.29	47,119.61	69,404.00	73,450.00	78,694.00	73,172.00	73,172.00
310-57-65-51 15	Benefits Life Insurance	2,470.93	2,940.08	3,027.42	2,531.85	1,834.00	1,743.00	3,038.00	3,038.00
310-57-65-51 20	Benefits Retirement - General Employees	29,072.63	38,763.60	37,728.37	46,195.86	55,371.00	59,104.00	63,872.00	63,828.00
310-57-65-51 30	Benefits 401K - General Employees	17,285.39	21,389.09	20,262.94	23,925.00	24,910.00	26,552.00	25,537.00	25,537.00
	<i>Personnel - Benefits Totals</i>	<u>\$153,950.24</u>	<u>\$188,213.14</u>	<u>\$164,520.50</u>	<u>\$206,303.99</u>	<u>\$221,949.00</u>	<u>\$237,369.00</u>	<u>\$239,861.00</u>	<u>\$239,817.00</u>
<i>Contractual Services</i>									
310-57-65-56 00	Cont Serv Professional Services	288,472.42	226,505.86	131,059.14	55,540.69	178,111.00	178,111.00	87,997.00	87,997.00

Budget Transactions							
Level	Transaction		Number of Units	Cost Per Unit	Total Amount		
Final Budget	ADT/ Protection One , Substation Security		4.0000	554.00	2,216.00		
Final Budget	Engr. Consultant, Elect. Design, Scada Support,		1.0000	70,000.00	70,000.00		
Final Budget	GPS Solution		1.0000	192.00	192.00		
Final Budget	Power Secure Monitor & Maint. Services		1.0000	4,669.00	4,669.00		
Final Budget	SEL Scada System Maintenance Program		1.0000	10,920.00	10,920.00		
						Final Budget Totals	<u>\$87,997.00</u>

310-57-65-56 10	Cont Serv Contracts and Agreements	1,421.26	1,531.54	1,675.20	1,675.20	1,680.00	1,680.00	.00	.00
310-57-65-56 11	Cont Serv Contract Services	93,803.36	128,827.59	115,803.37	238,365.41	177,955.00	177,955.00	288,434.00	307,784.00

Budget Transactions							
Level	Transaction		Number of Units	Cost Per Unit	Total Amount		
Final Budget	Hydrocut, 10 locations		10.0000	1,250.00	12,500.00		
Final Budget	Iwarn Pager agreement		8.0000	210.00	1,680.00		
Final Budget	Maintenance tree trimming		1.0000	250,000.00	250,000.00		
Final Budget	NC 811 One Call, 50 % split w/ PW		12.0000	142.00	1,704.00		
Final Budget	Ops Center Master Plan w?WS & PW 1/3 split		1.0000	38,100.00	38,100.00		
Final Budget	Perform annual meter testing		1.0000	2,000.00	2,000.00		



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department	57 - Electric Enterprise								
Division	65 - Operations								
Contractual Services									
	Final Budget					1.0000	1,800.00	1,800.00	
	Substation & Pole Yard Vegetation Control								
	Final Budget Totals							\$307,784.00	
310-57-65-56 40	Cont Serv Pre-employment Screening	66.00	99.00	.00	.00	.00	.00	200.00	200.00
310-57-65-56 41	Cont Serv Contract Labor	32,775.36	2,206.87	.00	.00	.00	.00	.00	.00
310-57-65-56 50	Cont Serv Equipment Rental	1,729.18	6,194.86	2,087.54	.00	.00	1,000.00	1,000.00	1,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	1,000.00	1,000.00	
	Contingency/ Rental Equipment								
	Final Budget Totals							\$1,000.00	
310-57-65-56 51	Cont Serv Uniform Rental	8,916.85	11,546.42	11,457.09	11,828.11	15,811.00	15,811.00	15,600.00	15,600.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					52.0000	300.00	15,600.00	
	Annual funds to rent required FR/AR uniforms for crew								
	Final Budget Totals							\$15,600.00	
	Contractual Services Totals	\$427,184.43	\$376,912.14	\$262,082.34	\$307,409.41	\$373,557.00	\$374,557.00	\$393,231.00	\$412,581.00
	Operating Expenses								
310-57-65-52 01	Op Exp Postage and Shipping Expense	.00	63.38	107.09	262.55	200.00	200.00	200.00	200.00
310-57-65-52 16	Op Exp Telephone Exp - Mobile	3,450.53	5,641.27	6,279.73	7,624.81	6,348.00	6,059.00	6,348.00	6,348.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					12.0000	38.01	456.00	
	AC Electric System Crew Leader								
	Final Budget					12.0000	38.01	456.00	
	AC Electric System Crew Leader								
	Final Budget					12.0000	38.01	456.00	
	AC Electric System Superintendent								
	Final Budget					12.0000	38.01	456.00	
	AC ELT III								
	Final Budget					12.0000	38.01	456.00	
	AC ELT III NEW CARD								
	Final Budget					12.0000	38.01	456.00	
	AC ELT III								
	Final Budget					12.0000	38.01	456.00	
	AC Service Truck								
	Final Budget					12.0000	38.01	456.00	
	MP Crew Leader								
	Final Budget					12.0000	45.00	540.00	
	MP Electric Crew Leader								
	Final Budget					12.0000	45.00	540.00	
	MP Electric Crew Leader								
	Final Budget					12.0000	45.00	540.00	
	MP Electric On Call								
	Final Budget					12.0000	45.00	540.00	



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department	57 - Electric Enterprise								
Division	65 - Operations								
Operating Expenses									
	Final Budget					12.0000	45.00	540.00	
	MP Electric System Supervisor								
								Final Budget Totals	\$6,348.00
310-57-65-52 26	Op Exp Professional Development	1,275.75	1,164.36	100.00	355.65	1,250.00	1,250.00	1,500.00	1,500.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					5.0000	300.00	1,500.00	
								Final Budget Totals	\$1,500.00
310-57-65-52 27	Op Exp Local Mileage	.00	.00	39.24	.00	.00	250.00	250.00	250.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					5.0000	50.00	250.00	
								Final Budget Totals	\$250.00
310-57-65-52 35	Op Exp Maint and Repair - Equipment	2,137.55	11,917.40	3,649.41	1,275.36	5,000.00	5,000.00	8,000.00	8,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	8,000.00	8,000.00	
								Final Budget Totals	\$8,000.00
310-57-65-52 36	Op Exp Maint and Repair - Vehicles	9,850.43	8,586.49	12,320.39	7,053.83	7,750.00	7,750.00	10,000.00	10,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	6,875.00	6,875.00	
	Final Budget					3.0000	375.00	1,125.00	
	Final Budget					1.0000	2,000.00	2,000.00	
								Final Budget Totals	\$10,000.00
310-57-65-52 39	Op Exp Maint and Repair - System	133,086.81	153,763.49	266,293.04	329,440.59	296,867.00	296,867.00	177,870.00	177,870.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	5,000.00	5,000.00	
	Final Budget					10.0000	3,000.00	30,000.00	
	Final Budget					2.0000	5,460.00	10,920.00	
	Final Budget					1.0000	20,000.00	20,000.00	



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department	57 - Electric Enterprise								
Division	65 - Operations								
Operating Expenses									
Final Budget	Pole replacement					10.0000	5,000.00	50,000.00	
Final Budget	Substation Battery Replacements					13.0000	150.00	1,950.00	
Final Budget	Ug Maintenance & Repair / IR Scan					20.0000	2,000.00	40,000.00	
Final Budget	Willow Park Facility Relocation					1.0000	20,000.00	20,000.00	
	Final Budget Totals							\$177,870.00	
310-57-65-52 50	Op Exp Contracted Vehicle Service	2,113.69	18,696.32	9,446.50	14,452.07	12,000.00	12,000.00	18,000.00	18,000.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Vehicle repair contingency					1.0000	18,000.00	18,000.00	
	Final Budget Totals							\$18,000.00	
310-57-65-52 52	Op Exp Fuel	13,103.88	14,107.68	16,525.72	15,079.56	15,996.00	15,996.00	14,400.00	14,400.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget Gas & Diesel for 10 on rd. & 3 off rd. units+misc. mth. est.					12.0000	1,200.00	14,400.00	
	Final Budget Totals							\$14,400.00	
310-57-65-52 58	Op Exp Electric Meters	23,970.18	35,356.51	29,833.02	19,953.89	35,750.00	35,750.00	45,100.00	45,100.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget 1 ph. 320 amp Demand w/ Ert, installs/replacements					1.0000	350.00	350.00	
	Final Budget 3 ph. meter w/erts and c.t. wiring,installs/replacements					2.0000	500.00	1,000.00	
	Final Budget Class two house meters - new installations					350.0000	125.00	43,750.00	
	Final Budget Totals							\$45,100.00	
310-57-65-52 60	Op Exp Equipment Purchase	352.17	28,340.32	14,596.88	2,617.18	2,562.00	2,562.00	22,571.00	15,118.00
	Budget Transactions								
	Level Transaction					Number of Units	Cost Per Unit	Total Amount	
	Final Budget 2678-22BG Milwaukee M18 Crimper w/D3 Groove					2.0000	2,678.00	5,356.00	
	Final Budget 2727-21HD Milwaukee M18 Fuel "16" Chain Saw Kit					2.0000	450.00	900.00	
	Final Budget 2865-20 Milwaukee M18 7'16" Hex Impact Wrench					2.0000	349.00	698.00	
	Final Budget Electric Trencher Trailer					1.0000	3,500.00	3,500.00	
	Final Budget IUPFW1 Fault Wizard Cable Locator					1.0000	10,953.00	10,953.00	
	Final Budget IUPFW1 Fault Wizard Cable Locator - MOVE to Capital Outlay					1.0000	(10,953.00)	(10,953.00)	
	Final Budget NCAMES Rodeo Equipment					1.0000	2,000.00	2,000.00	



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund **310 - EF**
 Department **57 - Electric Enterprise**
 Division **65 - Operations**
Operating Expenses

Final Budget	USTS040 40' FB Telescopic Stick					4.0000	666.00	2,664.00	
Final Budget Totals								\$15,118.00	

310-57-65-52 70	Op Exp Safety	16,910.51	9,742.12	5,970.03	10,386.62	10,170.00	10,170.00	14,287.00	14,287.00
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Budget Transactions									
Level	Transaction			Number of Units	Cost Per Unit	Total Amount			
Final Budget	1179--3M, Estex Lockout Tag Card Holder			6.0000	11.90	71.40			
Final Budget	637G8C700K1 Buckingham Body Harness			4.0000	385.00	1,540.00			
Final Budget	Climbing Belt and Gear			1.0000	2,398.00	2,398.00			
Final Budget	Die Electric Testing Program			1.0000	5,000.00	5,000.00			
Final Budget	Gatorade Case			2.0000	137.00	274.00			
Final Budget	Item # 1050-6 15" High Voltage Glove Protectors			10.0000	41.30	413.00			
Final Budget	Item # 2223 canvas glove bags			10.0000	19.00	190.00			
Final Budget	OSHA Rubber Glove Test			4.0000	500.00	2,000.00			
Final Budget	OSHA Rubber Hose & Blanket Test			1.0000	2,000.00	2,000.00			
Final Budget	Rubber Gloves			5.0000	80.00	400.00			
Final Budget Totals								\$14,286.40	

310-57-65-52 71	Op Exp Protective Clothing	3,219.03	3,959.32	3,741.82	4,050.52	4,358.00	4,358.00	6,684.00	6,684.00
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Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Final Budget	Bulwark FR Insulated Bibs,R			3.0000	225.00	675.00		
Final Budget	Bulwark FR Pullover Hooded Fleece HRC2			3.0000	130.00	390.00		
Final Budget	Climbing and/or Work Boots			12.0000	225.00	2,700.00		
Final Budget	Corded Ear Plugs			1.0000	20.00	20.00		
Final Budget	Fire Ext Training			15.0000	8.00	120.00		
Final Budget	Hard Hats			15.0000	24.50	367.50		
Final Budget	LED Headlamps			3.0000	40.00	120.00		
Final Budget	Nasco Rain Bibs,			2.0000	70.00	140.00		
Final Budget	Nasco Rain Jacket			2.0000	100.00	200.00		
Final Budget	Safety Glasses Clear			48.0000	8.00	384.00		
Final Budget	Safety Glasses, Dark			48.0000	8.00	384.00		
Final Budget	Safety Vest			15.0000	15.00	225.00		
Final Budget	Streamlight E-Spot LED lite box			3.0000	100.00	300.00		
Final Budget	Winter Work Gloves			14.0000	30.00	420.00		



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
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Fund 310 - EF
 Department 57 - Electric Enterprise
 Division 65 - Operations
 Operating Expenses

Final Budget	Work Gloves					14.0000	17.00	238.00	
Final Budget Totals								\$6,683.50	

310-57-65-52 80	Op Exp Tools	8,813.63	8,078.81	41,639.01	7,401.97	10,680.00	10,680.00	4,446.00	4,446.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	10" Adjustable Wrench	5.0000	47.00	235.00
Final Budget	4 Way Klein Wrench	5.0000	42.00	210.00
Final Budget	4x4 Wire Stripper	1.0000	158.00	158.00
Final Budget	5/16" Insulated Allen Socket	5.0000	43.00	215.00
Final Budget	8" Adjustable Wrench	5.0000	26.00	130.00
Final Budget	9" Klein Side Cutters	5.0000	50.00	250.00
Final Budget	ACSR Ratchet Cutters	5.0000	337.00	1,685.00
Final Budget	Brush	10.0000	9.00	90.00
Final Budget	Cable Cutter	1.0000	30.00	30.00
Final Budget	Channel Locks	5.0000	14.00	70.00
Final Budget	Demolition Tool	1.0000	19.00	19.00
Final Budget	Folding Ruler	1.0000	21.00	21.00
Final Budget	Hammer	1.0000	48.00	48.00
Final Budget	Insulated extension tool	5.0000	43.00	215.00
Final Budget	Knives	5.0000	25.50	127.50
Final Budget	Large Allen set	1.0000	11.00	11.00
Final Budget	Nut Driver Set	1.0000	57.00	57.00
Final Budget	Penta Socket	1.0000	28.00	28.00
Final Budget	Screw Drivers, Flat & Phillips	2.0000	10.00	20.00
Final Budget	Short Insulated Ratchet	5.0000	116.00	580.00
Final Budget	Small Allen Set	1.0000	11.00	11.00
Final Budget	Socket Set	5.0000	47.00	235.00
Final Budget Totals				\$4,445.50

310-57-65-52 85	Op Exp Departmental Supplies	13,599.38	15,549.01	13,901.11	18,764.68	30,000.00	18,000.00	20,000.00	20,000.00
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Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final Budget	Bad transformers, pads, junctions cabinets, etc.	1.0000	12,000.00	12,000.00



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 65 - Operations									
Operating Expenses									
	Final Budget					1.0000	8,000.00	8,000.00	
	Trans. Locks, I.D. Tags, Clearance Tags, Etc.								
	Final Budget Totals							\$20,000.00	
310-57-65-52 87	Op Exp System Expansion	18,079.90	45,070.22	41,214.38	29,679.95	90,000.00	90,000.00	105,000.00	105,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					350.0000	300.00	105,000.00	
	UG services, transformers, revenue based								
	Final Budget Totals							\$105,000.00	
310-57-65-53 03	Op Exp Worker's Compensation Insurance	11,519.43	15,860.39	15,073.99	14,017.25	14,983.00	13,655.00	28,729.00	28,729.00
310-57-65-53 05	Op Exp Employee In Service Training	3,729.00	12,432.18	6,777.32	8,854.85	13,635.00	13,635.00	16,611.00	16,611.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					4.0000	200.00	800.00	
	LCDP Level Certifications								
	Final Budget					1.0000	15,811.00	15,811.00	
	LCDP, 4 men in program								
	Final Budget Totals							\$16,611.00	
	Operating Expenses Totals	\$265,211.87	\$388,329.27	\$487,508.68	\$491,271.33	\$557,549.00	\$544,182.00	\$499,996.00	\$492,543.00
	Programs								
310-57-65-54 50	Programs Purchase for Resale	8,489,289.69	9,142,200.41	9,095,126.56	9,731,179.26	10,220,000.00	10,200,000.00	10,000,000.00	10,500,000.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					1.0000	10,500,000.00	10,500,000.00	
	NCEMPA Wholesales Cost Projections								
	Final Budget Totals							\$10,500,000.00	
310-57-65-54 55	Programs Load Control Expense	57,325.23	77,529.15	73,415.64	78,056.51	84,158.00	84,158.00	85,333.00	85,333.00
	Budget Transactions								
	Level					Number of Units	Cost Per Unit	Total Amount	
	Final Budget					200.0000	125.00	25,000.00	
	LM Switch Maintenance - Contract Support								
	Final Budget					75.0000	132.60	9,945.00	
	Purch. of new LM switches per replacement program								
	Final Budget					380.0000	132.60	50,388.00	
	Purchase of new LM switches-new customers								
	Final Budget Totals							\$85,333.00	
	Programs Totals	\$8,546,614.92	\$9,219,729.56	\$9,168,542.20	\$9,809,235.77	\$10,304,158.00	\$10,284,158.00	\$10,085,333.00	\$10,585,333.00
	Division 65 - Operations Totals	\$9,811,310.16	\$10,691,593.00	\$10,570,419.66	\$11,392,597.70	\$12,051,309.00	\$12,122,794.00	\$11,831,487.00	\$12,343,340.00
	Department 57 - Electric Enterprise Totals	\$9,811,310.16	\$10,691,593.00	\$10,570,419.66	\$11,392,597.70	\$12,051,309.00	\$12,122,794.00	\$11,831,487.00	\$12,343,340.00



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund	310 - EF Totals	\$9,811,310.16	\$10,691,593.00	\$10,570,419.66	\$11,392,597.70	\$12,051,309.00	\$12,122,794.00	\$11,831,487.00	\$12,343,340.00
	Net Grand Totals	\$9,811,310.16	\$10,691,593.00	\$10,570,419.66	\$11,392,597.70	\$12,051,309.00	\$12,122,794.00	\$11,831,487.00	\$12,343,340.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Electric Fund
Division: Interdepartmental**



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 97 - Inter-departmental									
Miscellaneous									
310-57-97-59 96	Misc Payments in Lieu of Taxes	35,250.00	35,250.00	39,100.00	35,250.00	39,100.00	39,100.00	39,100.00	39,100.00
Budget Transactions									
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final Budget					1.0000	39,100.00	39,100.00	
	Transaction								
	Property Tax on Assets								
							Final Budget Totals	\$39,100.00	
310-57-97-59 97	Misc Support Services - General Fund	881,939.87	1,031,778.00	951,153.96	910,980.00	898,147.00	898,147.00	965,874.00	965,874.00
	<i>Miscellaneous Totals</i>	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00
	Division 97 - Inter-departmental Totals	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00
	Department 57 - Electric Enterprise Totals	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00
	Fund 310 - EF Totals	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00
	Net Grand Totals	\$917,189.87	\$1,067,028.00	\$990,253.96	\$946,230.00	\$937,247.00	\$937,247.00	\$1,004,974.00	\$1,004,974.00

**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Electric Fund
Division: Capital Outlay**



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 95 - Capital Outlay									
Capital Outlay									
310-57-95-58 00	Cap Out Capital Projects	359,790.49	705,135.81	275,060.15	309,275.68	546,000.00	546,000.00	668,750.00	650,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	G.L. Bulk Feeder Cable Replacement 350 to 750					1.0000	300,000.00	300,000.00	
Final Budget	Town Hall Peak Shaving Project					1.0000	350,000.00	350,000.00	
Final Budget Totals								\$650,000.00	
310-57-95-58 01	Cap Out Construction	158,805.65	.00	.00	.00	.00	.00	.00	.00
310-57-95-58 02	Cap Out Easement Acquisition	41,425.00	73,900.00	25,000.00	.00	15,000.00	.00	15,000.00	15,000.00
310-57-95-58 44	Cap Out Development Infrastructure Imp	.00	.00	.00	257,489.66	723,000.00	605,741.00	777,000.00	777,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Meadowview "Old Creech Tract"					188.0000	750.00	141,000.00	
Final Budget	New Subd./ Academy Pt. , Village @ Parkview,, Others					200.0000	750.00	150,000.00	
Final Budget	Spinning Mill					310.0000	750.00	232,500.00	
Final Budget	Steeplechase					250.0000	750.00	187,500.00	
Final Budget	Walk @ East Village Ph. 3					88.0000	750.00	66,000.00	
Final Budget Totals								\$777,000.00	
310-57-95-58 47	Cap Out Vehicles	.00	.00	.00	.00	124,504.00	124,504.00	.00	.00
310-57-95-58 48	Cap Out Heavy Equipment/Heavy Vehicles	.00	.00	.00	.00	.00	.00	73,500.00	70,000.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	Charge Point Electric Car Chargers					5.0000	10,000.00	50,000.00	
Final Budget	Electric Pole Trailer					1.0000	20,000.00	20,000.00	
Final Budget	Electric Trencher Trailer					1.0000	3,500.00	3,500.00	
Final Budget	Electric Trencher Trailer - MOVE to Equipment Purchase					1.0000	(3,500.00)	(3,500.00)	
Final Budget Totals								\$70,000.00	
310-57-95-58 50	Cap Out Capital Outlay	171,076.66	34,147.03	221,518.31	304,587.49	.00	.00	.00	10,953.00
Budget Transactions									
Level	Transaction					Number of Units	Cost Per Unit	Total Amount	
Final Budget	IUPFW1 Fault Wizard Cable Locator					1.0000	10,953.00	10,953.00	
Final Budget Totals								\$10,953.00	
Capital Outlay Totals		\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department	57 - Electric Enterprise								
	Division 95 - Capital Outlay Totals	\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00
Department	57 - Electric Enterprise Totals	\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00
Fund	310 - EF Totals	\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00
	Net Grand Totals	\$731,097.80	\$813,182.84	\$521,578.46	\$871,352.83	\$1,408,504.00	\$1,276,245.00	\$1,534,250.00	\$1,522,953.00

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**Town of Clayton
FY 2020-2021
Department Summary**

**Department: Electric Fund
Division: Debt Service**



Detail Expenditure Budget - Electric Fund

Budget Year 2021

G/L Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Estimated Amount	2020 Amended Budget	2021 Departmental Request	2021 Final Budget
Fund 310 - EF									
Department 57 - Electric Enterprise									
Division 90 - Debt Service									
Debt Service									
310-57-90-57 040	Debt Service Rolling Stock Finance 2012-2013	2,152.36	1,184.65	246.28	.00	.00	.00	.00	.00
310-57-90-57 041	Debt Service System Expansion-New Development	17,143.75	13,650.00	9,750.00	265,850.00	131,950.00	131,950.00	.00	.00
310-57-90-57 049	Debt Service Revenue Bond - Substation	.00	49,384.95	108,087.81	457,300.17	449,846.00	449,846.00	442,391.00	442,391.00
310-57-90-57 051	Debt Service AMI Project	.00	.00	.00	.00	.00	.00	137,005.00	137,005.00
	<i>Debt Service Totals</i>	<u>\$19,296.11</u>	<u>\$64,219.60</u>	<u>\$118,084.09</u>	<u>\$723,150.17</u>	<u>\$581,796.00</u>	<u>\$581,796.00</u>	<u>\$579,396.00</u>	<u>\$579,396.00</u>
	Division 90 - Debt Service Totals	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
	Department 57 - Electric Enterprise Totals	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
	Fund 310 - EF Totals	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00
	Net Grand Totals	\$19,296.11	\$64,219.60	\$118,084.09	\$723,150.17	\$581,796.00	\$581,796.00	\$579,396.00	\$579,396.00