

# FY 2012-2013 Budget

Adopted June 27, 2012

Bill Braswell  
Gary Hamill  
Barry Green  
Blair Stegall  
John Mangum  
Brent Moser



May 15<sup>th</sup> 2012

Mayor Bill Braswell  
Barry Green  
Gary Hamill  
John Magnum  
Brent Moser  
Blair Stegall

In accordance with the North Carolina Local Government Budget and Fiscal Control Act, I am pleased to present to you the proposed budget for the Town of Wingate for FY 2012-2013. Wingate has two funds that it uses to operate the Town, the General Fund and the Water & Sewer Fund. The General Fund is the basic operating fund of the town. It is used to account for all financial resources except those required to be accounted for in another fund. The primary revenue sources are ad valorem taxes and state-shared revenues including Sales and Use Tax, Utility Franchise Tax, and Alcohol Beverage Tax. The primary expenditures are for police department, general administration, parks and recreation, and streets department.

The Water & Sewer Fund is used to operate water & sewer utility system. These funds are not commingled with the General Fund; no property taxes are used to operate the utility system. The water & sewer fund is a self-supporting fund and is operated similar to a private business. The users pay for this service.

While the Town of Wingate is currently in good financial standing, the town faces serious challenges over the next several years. The Town of Wingate has the second highest tax rate and the lowest tax base of any of the full service municipalities in Union County. Wingate University currently accounts for a very large portion of all land within the corporate limits of Wingate. While having Wingate University is without question a benefit to the community it creates challenges due the tax-exempt nature of the school. As you can see (**Attachment A**) tax rate revenues have remained flat and are trending to a negative growth rate in coming years. In 2007 the Town contracted with Union County for the collection of city taxes, this is a relationship that has proved very beneficial to the town. Since we began contracting with the county we have seen upwards of a 98% collection rate.

#### **General Fund**

The proposed budget for FY 2012-2013 is \$1,306,760, this is approximately a 6.6% increase over FY2011-2012. Even with an increase in expenditures a tax rate increase is not being recommended.



Most of the increase is due to the proposed addition of a full-time police officer. The town is also underway with various projects including but not limited to, a mixed use development, rebranding campaign, recreation enhancements, streetscape projects, community outreach, and pedestrian planning. All of these projects are aimed to encourage economic development within the Town of Wingate. With the decline of tax revenue and the lack of development the town is seen it is important to take a more proactive approach in trying to attract businesses.

Employee benefits are also an area that have been not seen the attention that surrounding communities have showed. Wingate is currently they only town in Union County that does not provide ,non-sworn full-time, employees a 401(k) contribution. This budget includes a 3% COLA and a 2.5% 401(k) contribution with an approximate cost for both programs to the general fund of \$11,500. This amount does not include that amount the state of North Carolina has required towns to pay, 5% 401(K) match to sworn officers ,for several years. The budget also includes funding for the 2<sup>nd</sup> Annual Summer Fun Festival, FY 2011-2012 is the first year the town has participated in this and based of the level of success will determine is this program is viable long term.

### **Water and Sewer Fund**

The proposed water and sewer budget for FY 2012-2013 is \$1,238,874 which is approximately 16% higher than FY 2011-2012. Water & Sewer revenues have seen a gradual increase for the past 5 years (**Attachment B**). This budget also includes a 4.25% water rate increase, this increase is needed to cover the cost of debt service related to water line rehabilitation projects. Over the last 4 years the Town Board has successfully secured close to \$3.5 million in grants and loan forgiveness. If these funds were not secured it would have been equivalent of a 22% across the board increase. These funds have also been secured at a time when grant money becoming more scarce. This next fiscal year will see the start a major water line replacement project and the completion of the sewer rehabilitation project. These projects will rectify major deficiencies throughout the water and sewer system. Most of the increase in the water and sewer budget come from a reallocation of salaries to more accurately reflect how much time each employee spends dealing with water and sewer. While the sewer rehabilitation project will lower overall use we do expect the treatment cost to remain approximately the same due to the rate increases. The water and sewer budget includes the following capital items, a Ford F-150, a new tractor, and debt service for a utility building to prevent public works equipment from being exposed to the elements. As with the general fund, the water and sewer fund includes a 3% across the board COLA as well as a 2.5% 401(k) match.

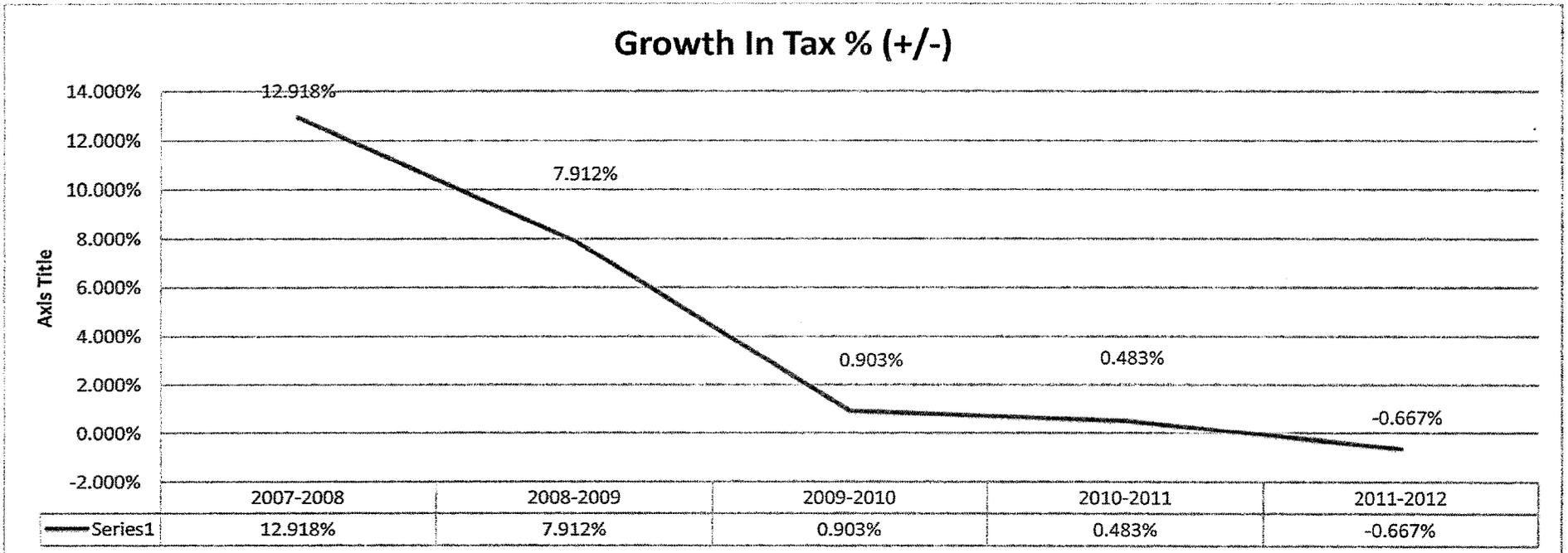
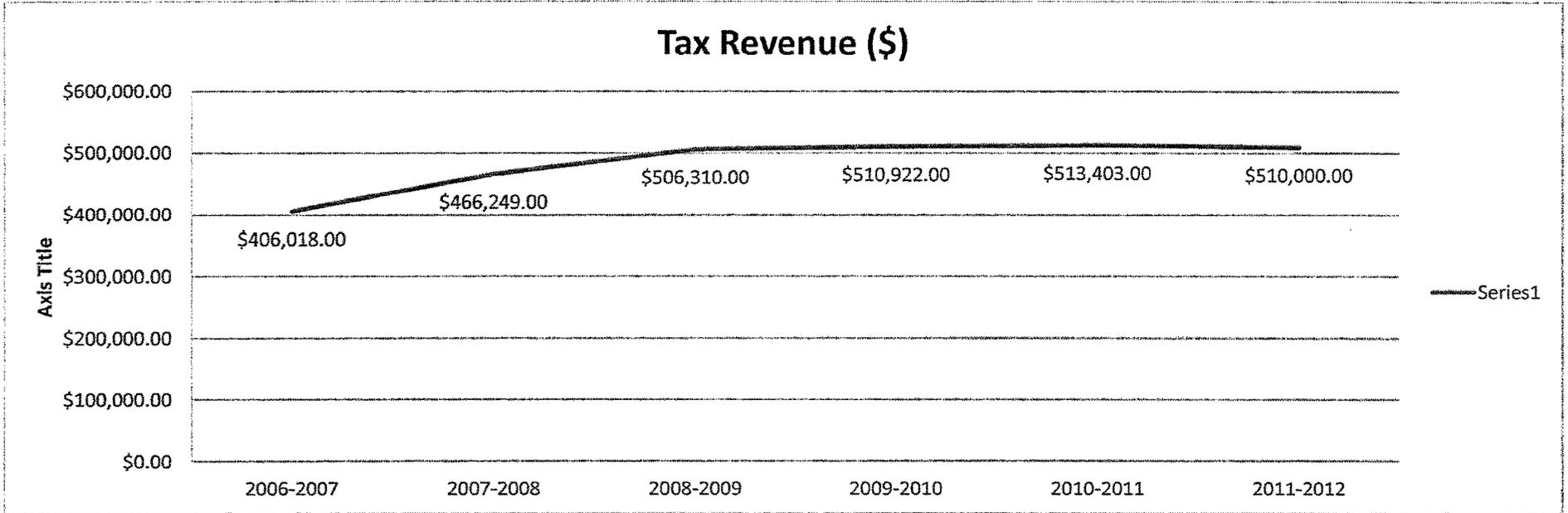
As both the town and University grown it becomes more apparent that the Town of Wingate will need greater capacity in the future. We are currently in the process of renegotiating both water and sewer contracts with the county, this makes the work that is being done on the sewer system even more important. The reduction of inflow and infiltration benefits the town in two very important ways; 1) it allows the town to reclaim lost capacity and, 2) prevents the town from having to pay to treat rain water.

The Town of Wingate faces unique and difficult challenges and we the leadership of the board and the outstanding staff I am confident the Town of Wingate will succeed.

Patrick K. Niland  
Town Manager

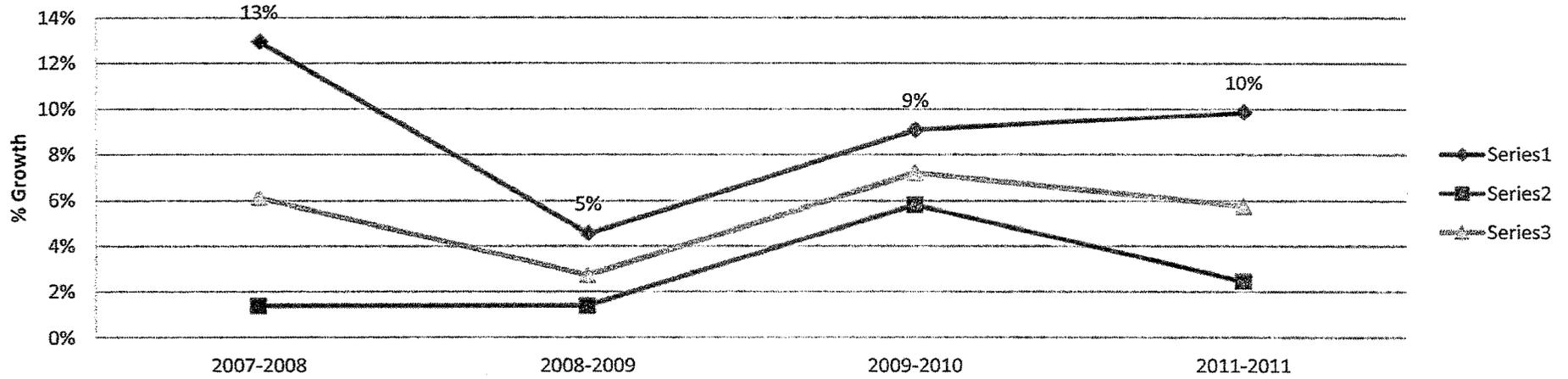


Attachment A

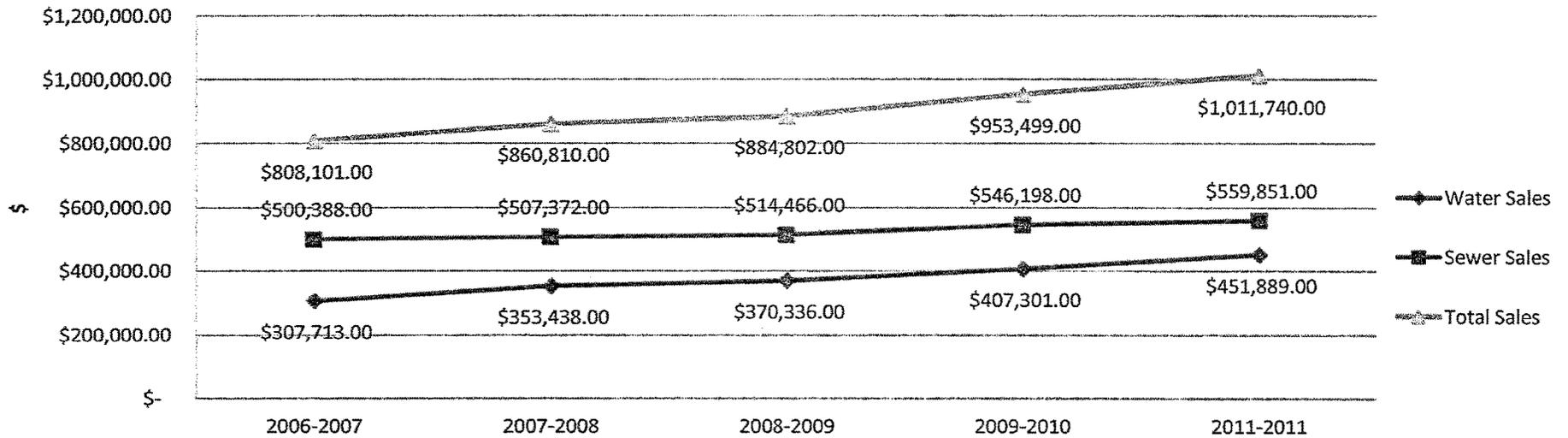


Attachment B

### Revenue Growth (%)



### Water, Sewer, & Total Sales



## General Fund Revenues

Account #	Account Name	2012-2013
		Revenue
10-3010-0100	AD VALOREM TAXES-PRIOR YEAR	\$ 10,000.00
10-3010-0200	AD VALOREM TAXES-CURRENT YEAR	\$ 450,000.00
10-3010-0300	AUTOMOBILE TAXES	\$ 45,000.00
10-3170-0000	PENALTIES 7 INTEREST (TAXES)	\$ 4,000.00
10-3250-0000	PRIVILEGE LICENSES	\$ 1,000.00
10-3290-0400	INTEREST INCOME-CEMETERY	\$ 100.00
10-3350-0000	MISC. INCOME	\$ 5,000.00
10-3350-0800	CEMETERY FUND INCOME	\$ 1,200.00
10-3360-0000	FEES, ETC-ZONING	\$ 3,000.00
10-3400-0000	SOLID WASTE COLLECTION	\$ 192,500.00
10-3431-0364	GHSP GRANT FUNDS-2011	\$ 80,000.00
10-3500-0100	NC DOR SALES & USE	\$ 120,000.00
10-3500-0200	SOLID WASTE DISPOSAL TAX	\$ 2,200.00
10-3500-0300	BEER/WINE TAX	\$ 19,000.00
10-3510-0000	COURT FEES	\$ 1,500.00
10-3613-0480	CONCESSION SALES	\$ 600.00
10-3613-0860	PARK FACILITY RENTAL	\$ 8,000.00
10-3700-0000	POWELL BILL ALLOCATION	\$ 88,000.00
10-3700-0100	UTILITIES FRANCHISE TAX	\$ 143,310.00
10-3700-0500	CABLE TV FRANCHISE FEE	\$ 2,600.00
10-3700-0600	PARKING TICKETS	\$ 1,500.00
10-3800-0000	INTEREST, GENERAL FUND	\$ 1,000.00
10-3817-3981	GOVENORS CRIME COMMISSION	\$ 10,000.00
10-3990-0100	APPROPRIATED FUND BALANCE	\$ 32,000.00
10-5140-0000	WINGATE UNIVERSITY	\$ 65,000.00
10-5700-0050	INT. INCOME ST. FUND	\$ 250.00
10-5700-0090	PEDESTRIAN PLANNING GRANT	\$ 20,000.00
<b>Totals</b>		\$ 1,306,760.00
<b>Total General Fund Revenue</b>		<b>\$ 1,306,760.00</b>

# General Fund Expenditures

Account #	Account Name	FY 2011-12
<b>4100 - Mayor &amp; Board</b>		
10-4100-0010	SALARIES, MAYOR 7 COMM.	\$ 12,000.00
10-4100-0500	FICA EXPENSE	\$ 925.00
10-4100-0900	WORKERS COMP	\$ 400.00
10-4100-1400	TRAVEL, BOARD	\$ 1,250.00
<b>Totals</b>		<b>\$ 14,575.00</b>

<b>4200 - Administration</b>		
10-4200-0189	RETIREE INS. STIPEND	\$ 1,440.00
10-4200-0200	SALARIES-ADMIN	\$ 30,000.00
10-4200-0210	HOUSING ALLOWANCE	\$ 720.00
10-4200-0500	FICA	\$ 2,295.00
10-4200-0600	GROUP INSURANCE	\$ 4,000.00
10-4200-0700	RETIREMENT-ADMIN	\$ 1,800.00
10-4200-0800	401 (k) EMPLOYER MATCH	\$ 750.00
10-4200-0900	WORKERS COMP-ADMIN	\$ 1,350.00
10-4200-1000	INTERNET	\$ 1,500.00
10-4200-1100	COMMUNICATIONS-ADMIN	\$ 6,500.00
10-42001200	POSTAGE	\$ 2,000.00
10-4200-1300	ADVERTISING	\$ 1,500.00
10-4200-1350	DUES & SUBSCRIPTIONS	\$ 4,000.00
10-4200-1400	TRAVEL & TRAINING	\$ 4,000.00
10-4200-1500	AUTO ALLOWANCE	\$ 1,600.00
10-4200-1600	MAINT & RPAIR OFFICE EQUIPMENT	\$ 1,000.00
10-4200-1800	SOFTWARE SUPPORT	\$ 4,400.00
10-4200-2000	PETTY CASH O/S	\$ 200.00
10-4200-3200	OFFICE SUPPLIES	\$ 2,000.00
10-4200-5201	FINACNE SOFTWARE	\$ 7,000.00
10-4200-5700	MISC EXPENSE	\$ 1,000.00
10-4200-3800	UTILITIES TOWN HALL	\$ 5,000.00
10-4200-5850	RENT TOWN HALL	\$ 4,800.00
10-4200-5900	MAINT & REPAIR BUILDING	\$ 2,000.00
10-4200-7300	PROFESSIONAL SERVICES	\$ 20,000.00
<b>Totals</b>		<b>\$ 110,855.00</b>

<b>4300 - Planning</b>		
10-4300-0100	PROFESSIONAL SERV/PLAN	\$ 10,000.00
10-4300-0200	SIGNS/PLANNING	\$ 200.00
10-4300-0300	SUPPLIES/ZONING	\$ 250.00
10-4300-0391	ADVERTISING	\$ 500.00
10-4300-0400	TRAVEL & TRAINING	\$ 750.00
10-4300-0500	FICA	\$ 225.00
10-4300-0600	PLANNING BOARD - SALARY	\$ 2,100.00
10-4300-0700	BOARD OF ADJ SALARY	\$ 700.00
<b>Totals</b>		<b>\$ 14,725.00</b>

**4400 - Public Services**

10-4400-0000	COLLECTION FEES	\$	8,000.00
10-4400-2000	AUDITING FEES	\$	11,725.00
10-4400-3000	CEMETARY MOWING & MAINT.	\$	5,500.00
10-4400-4000	STREET LIGHTS	\$	35,000.00
10-4400-4100	STREET NAME SIGNS	\$	2,000.00
10-4400-4200	LIABILITY INS. & BONDS	\$	14,000.00
10-4400-5000	LEGAL FEES	\$	10,000.00
10-4400-9900	SOLID WASTE COLLECT FEES	\$	155,750.00
10-4400-9950	RECYCLING FEES	\$	37,125.00
<b>Totals</b>		\$	<b>279,100.00</b>

**5100 - Police**

10-5100-0200	SALARIES, PD	\$	350,000.00
10-5100-0210	HOUSING ALLOWANCE	\$	2,400.00
10-5100-0500	FICA	\$	26,775.00
10-5100-0600	GROUP INSURANCE	\$	49,800.00
10-5100-0700	RETIREMENT	\$	21,000.00
10-5100-0800	401 (k) EMPLOYER MATCH	\$	17,500.00
10-5100-0900	WORKERS COMP	\$	15,750.00
10-5100-1100	COMMUNICATIONS	\$	10,000.00
10-5100-1300	UTILITIES	\$	3,000.00
10-5100-1600	M & R EQUIP	\$	3,000.00
10-5100-1700	M & R AUTO	\$	10,500.00
10-5100-3100	FUEL	\$	25,000.00
10-5100-3200	TIRES	\$	2,610.00
10-5100-3600	UNIFORMS	\$	4,163.00
10-5100-5600	OPERATIONS SOFTWARE	\$	2,000.00
10-5100-5700	MISC POLICE	\$	6,000.00
10-5100-5800	TRAINING	\$	2,000.00
10-5100-6200	GOV. CRIME COMM. GRANT	\$	2,400.00
10-5100-7420	POL. COMPUTER SOFTWARE	\$	5,000.00
10-5100-7500	M & R P.D. BUILDING	\$	499.00
10-5100-7600	RENT	\$	1.00
10-5100-7650	CAPITAL OUTLAY	\$	45,000.00
<b>Totals</b>		\$	<b>604,398.00</b>

**5150 - GHSP Officer**

10-5150-0200	GHSP SALARY	\$	32,500.00
10-5150-0500	FICA	\$	2,437.00
10-5150-0600	INSURANCE	\$	7,150.00
10-5151-0700	RETIREMENT	\$	1,950.00
10-5150-0800	401 (k)	\$	1,625.00
10-5150-1100	COMMUNICATIONS	\$	1,500.00
10-5100-1700	M & R AUTO	\$	1,000.00
10-5100-3100	FUEL	\$	3,000.00
10-5100-3200	TIRES	\$	330.00
10-5100-3600	UNIFORMS	\$	7,300.00
10-5150-5800	TRAVEL/TRAINING	\$	1,000.00
10-5100-7650	CAPITAL OUTLAY	\$	43,000.00
<b>Totals</b>		\$	<b>102,792.00</b>

**5200 - Community Outreach**

10-5200-9125	RED CROSS	\$	1,000.00
10-5200-9150	NATIONAL NIGHT OUT	\$	4,500.00
10-5200-9200	CHRISTMAS DECORATIONS	\$	5,000.00
10-5200-9250	SUMMER FUN FESTIVAL	\$	20,000.00
10-5200-9300	DAFFODIL BULBS	\$	600.00
10-5200-9700	TOWN SIGNS & BANNERS	\$	5,000.00
<b>Totals</b>		\$	36,100.00

**5300 - Fire Department**

10-5300-0000	FIRE DEPARTMENT SUPPLIES	\$	20,000.00
<b>Totals</b>		\$	20,000.00

**5400 - Parks and Recreation**

10-5400-0600	INSURANCE - PARKS	\$	3,600.00
10-5400-1000	PARK GROUNDS	\$	5,000.00
10-5400-1100	SUPPLIES PARK	\$	4,500.00
10-5400-1300	RECREATION EQUIPMENT	\$	5,000.00
10-5400-1450	COMMUNICATIONS	\$	2,000.00
10-5400-1500	UTILITIES	\$	3,500.00
10-5400-1960	COMM. CENTER EQUIPMENT	\$	1,000.00
10-5400-5000	CONCESSION MERCHANDISE	\$	300.00
10-5400-7110	DEBT - PRINCIPAL	\$	9,500.00
10-5400-7210	DEBT - INTEREST	\$	3,500.00
<b>Totals</b>		\$	37,900.00

**5700 - Street**

10-5700-0200	SALARIES	\$	22,500.00
10-5700-0500	FICA	\$	1,722.00
10-5700-0600	INSURANCE	\$	7,150.00
10-5700-0700	RETIREMENT	\$	1,350.00
10-5700-0900	WORKERS COMP	\$	1,012.00
10-5700-1300	STOP LIGHT, ELECTRICITY	\$	300.00
10-5700-1500	MAINT. REPAIR	\$	5,000.00
10-5700-1700	MAINT REPAIR TRUCKS	\$	2,500.00
10-5700-3100	GAS, TIRES, ETC	\$	3,125.00
10-5700-3600	UNIFORM RENTAL	\$	650.00
10-5700-5700	MISC	\$	6,500.00
10-5700-7300	PROF. SERVICES	\$	2,500.00
10-5700-7350	CAPITAL EQUIPMENT	\$	2,000.00
10-5700-7400	STREET REPAVING	\$	30,006.00
<b>Totals</b>		\$	86,315.00

**Total General Fund Expenses** \$ **1,306,760.00**

# Water and Sewer Revenue

Account #	Account Name	2012 - 2013 Budget	
<b>3700 - Water Revenue</b>			
30-3700-5100	WATER SALES	\$	534,000.00
30-3700-5200	MISC FEES	\$	24,000.00
30-3700-5210	WATER TAP FEES	\$	2,000.00
30-3700-5500	INTEREST INCOME	\$	500.00
30-3700-5750	PROPERTY RENTAL	\$	24,000.00
30-3700-5800	UNAPP. FUND BALANCE	\$	20,000.00
<b>Totals</b>		\$	604,500.00
<b>3800 - Sewer Revenues</b>			
30-3800-5200	WASTEWATER SALES	\$	630,000.00
30-3800-5210	COLLECTION LINE TAP FEES	\$	2,000.00
30-3800-5500	INTEREST INCOME	\$	500.00
30-3800-5800	UNAPP. FUND BALANCE	\$	20,000.00
<b>Totals</b>		\$	652,500.00
<b>Total Water &amp; Sewer Revenue</b>		\$	1,257,000.00

# Water and Sewer Expenses

Account #	Account Name	2012-2013 Budget	
<b>7120 - Water Expense</b>			
30-7120-0189	RETIREE STIPEND	\$	700.00
30-7120-0192	LEGAL SERVICES	\$	600.00
30-7120-0200	SALARIES	\$	153,000.00
30-7120-0210	HOUSING ALLOWANCE	\$	2,640.00
30-7120-0500	FICA	\$	11,704.50
30-7120-0600	INSURANCE	\$	24,000.00
30-7120-0700	RETIREMENT	\$	9,180.00
30-7120-0800	401(K) Contribution	\$	3,825.00
30-7120-0900	WORKERS COMP	\$	6,885.00
30-7120-1000	ADVERTISING	\$	500.00
30-7120-1100	COMMUNICATIONS	\$	3,000.00
30-7120-1110	INTERNET - WEB PAGE	\$	500.00
30-7120-1200	POSTAGE	\$	4,000.00
30-7120-1350	DUES & SUBSCRIPTIONS	\$	500.00
30-7120-1500	AUTO ALLOWANCE	\$	1,920.00
30-7120-1600	MAINT & REP OFFICE EQUIPME	\$	2,000.00
30-7120-2400	SUPPLIES & METERS	\$	8,000.00
30-7120-2500	GAS, TRUCKS & EQUIP	\$	4,000.00
30-7120-2600	MAINT & REP TRUCKS	\$	1,500.00
30-7120-2700	TIRES	\$	1,000.00
30-7120-3310	UTILITIES, PUBLIC WORKS	\$	7,000.00
30-7120-3500	ENG. FEE MISC PROJECTS	\$	5,000.00
30-7120-3510	MAINT REPAIR BUILDING	\$	4,000.00
30-7120-3520	MAINT REPAIR WATER LINE	\$	20,000.00
30-7120-3600	UNIFORM RENTAL	\$	1,800.00
30-7120-3900	OFFICE SUPPLIES	\$	2,000.00
30-7120-3950	AUDITING FEE	\$	8,000.00
30-7120-4000	LIABILITY INS	\$	8,400.00
30-7120-5201	SOFTWARE SUPPORT	\$	7,000.00
30-7120-5800	TRAINING	\$	4,000.00
30-7120-5850	RENT TOWN HALL	\$	2,880.00
30-7120-5900	SAFETY EQUIPMENT	\$	250.00
30-7120-7110	DEBT - PRINCIPAL	\$	54,500.00
30-7120-7210	DEBT - INTEREST	\$	37,200.00
30-7120-7300	PROFESSIONAL SERVICES	\$	10,000.00
30-7120-7650	CAPITAL OUTLAY	\$	40,000.00
30-7120-7700	MISC EXP	\$	4,000.00
30-7120-9510	WATER PURCHASES	\$	165,000.00
30-7120-9600	WATER TESTING	\$	10,000.00
30-7120-9700	MAINT & REPAIR WATER TANK	\$	17,700.00
30-7120-9800	CONSUMER CONFIDENCE REPI	\$	500.00
<b>Totals</b>		<b>\$</b>	<b>648,684.50</b>

**7130 - Sewer**

30-7130-0189	RETIREE STIPEND	\$	700.00
30-7130-0192	LEGAL SERVICES	\$	600.00
30-7130-0200	SALARIES	\$	153,000.00
30-7130-0210	HOUSING ALLOWANCE	\$	2,640.00
30-7130-0500	FICA	\$	11,704.50
30-7130-0600	INSURANCE	\$	24,000.00
30-7130-0700	RETIREMENT	\$	9,180.00
30-7130-0800	401(K) Contribution	\$	3,825.00
30-7130-0900	WORKERS COMP	\$	6,885.00
30-7130-1000	ADVERTISING	\$	500.00
30-7130-1100	COMMUNICATIONS	\$	3,000.00
30-7130-1110	INTERNET - WEB PAGE	\$	500.00
30-7130-1500	AUTO ALLOWANCE	\$	1,920.00
30-7130-1600	MAINT OFFICE EQUIPMENT	\$	200.00
30-7130-2500	GAS	\$	4,000.00
30-7130-2600	MAINT & REPAIR EQUIP	\$	2,500.00
30-7130-2700	TIRES	\$	1,500.00
30-7130-3310	UTILITIES PUMP STATION	\$	13,000.00
30-7130-3500	ENGINEERING	\$	5,000.00
30-7130-3510	MAINT. & REPAIR BUILDING	\$	1,500.00
30-7130-3520	MAINT. & REPAIR SEWER	\$	7,500.00
30-7130-3600	UNIFORM RENTAL	\$	1,150.00
30-7130-3900	OFFICE SUPPLIES	\$	2,000.00
30-7130-3950	AUDITING FEE	\$	9,375.00
30-7130-4010	LIABILITY INS	\$	12,600.00
30-7130-4100	LEGAL FEES	\$	40,000.00
30-7130-5201	OPERATIONS SOFTWARE	\$	7,000.00
30-7130-5800	TRAINING	\$	4,000.00
30-7130-5850	RENT TOWN HALL	\$	4,320.00
30-7130-5900	SAFETY EQUIPMENT	\$	750.00
30-7130-7110	DEBT PRINCIPAL	\$	13,000.00
30-7130-7210	DEBT INTEREST	\$	11,000.00
30-7130-7300	PROFESSIONAL SERVICES	\$	17,000.00
30-7130-7650	CAPITAL OUTLAY	\$	40,000.00
30-7130-7700	MISC. EXPENSE	\$	2,500.00
30-7130-9510	WASTEWATER TREATMENT	\$	189,966.00
<b>Totals</b>		\$	<b>608,315.50</b>
<b>Total Water and Sewer Expenses</b>		\$	<b>1,257,000.00</b>

# Budget Ordinance



BE IT ORDAINED by the Governing Board of the Town of Wingate, North Carolina:

**SECTION 1:** It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2012, and ending June 30, 2013:

Ad Valorem Taxes, Penalties & Interest	\$ 509,000
Privilege Licenses	\$ 1,000
Miscellaneous Income	\$ 9,650
Park Facility Rental and Concession Sales	\$ 8,000
Solid Waste Collection	\$ 192,500
Intergovernmental Revenues	\$ 284,510
GHSP	\$ 80,000
Court Fees	\$ 1,500
Cable Franchise Fees & Taxes	\$ 2,600
Zoning Fees	\$ 3,000
Governors Crime Commission	\$ 10,000
Wingate University	\$ 65,000
Powell Bill	\$ 88,000
Pedestrian Planning Grant	\$ 20,000
Appropriated Fund Balance	<u>\$ 32,000</u>
	<b>\$1,306,760</b>

**SECTION 2:** The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the Fiscal Year beginning July 1, 2012, and ending June 30, 2013:

Elected Officials	\$ 14,575
Administration	\$ 110,855
Planning	\$ 14,725
Public Services	\$ 279,100
Police Department	\$ 604,398
GHSP – Traffic Grant	\$ 102,792
Community Outreach	\$ 36,100
Fire Department	\$ 20,000
Parks & Recreation	\$ 37,900
Streets	<u>\$ 86,315</u>
	<b>\$1,306,760</b>

**SECTION 3:** It is estimated that the following revenues will be available in the Water and Sewer Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:

Water Sales	\$ 534,000
Penalties & Reconnect Fees	\$ 24,000
Water Tap Fees	\$ 2,000
Interest, Water	\$ 500
Property Rental	\$ 24,000
Wastewater User Charges	\$ 630,000
Sewer Tap Fees	\$ 2,000
Interest Income, Sewer	\$ 500
Fund Balance	<u>\$ 40,000</u>
	<b>\$ 1,257,000</b>

**SECTION 4:** The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:

<b><u>Water Department</u></b>	
Salaries	\$ 212,534
Maintenance & Repair	\$ 31,500
Utilities	\$ 12,880



# Budget Ordinance

Supplies & Meters	\$ 8,000
Water Testing	\$ 10,000
Water Purchased	\$ 165,000
Professional Services	\$ 10,000
Tank Repair	\$ 17,700
Billing Postage	\$ 4,000
Operations	\$ 41,370
Miscellaneous	\$ 4,000
Capital Outlay	\$ 40,000
Debt Service	\$ 91,700
	<u>\$ 648,684</u>

### Sewer Department

Salaries	\$ 212,535
Legal Fees	\$ 40,000
Maintenance & Repair	\$ 11,700
Treatment Cost	\$ 189,966
Professional Services	\$ 17,000
Capital Outlay	\$ 40,000
Operations	\$ 50,295
Utilities	\$ 20,320
Miscellaneous	\$ 2,500
Debt Service	\$ 24,000
	<u>\$ 608,316</u>

**Water and Sewer Enterprise Fund Total Expenditures \$ 1,256,964**

**SECTION 5:** There is hereby levied a tax at the rate of thirty-nine cents (\$.39) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2012, for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance. This rate is based on a total estimated valuation of property for the purposes of taxation of \$127,479,573 and an estimated rate of collection of 97%.

**SECTION 6:** The Town Administrator (Budget Officer) is hereby authorized to transfer appropriations as contained herein under the following conditions:

- A. He may transfer amounts between objects of expenditure within a department without limitations. If the transfer exceeds \$3,000, then the Town Administrator shall report the transfer to the Board of Commissioners at the first regular meeting that occurs after the transfer takes place.
- B. He may transfer amounts up to \$1,000 between departments of the same fund with an official report of such transfers being given at the first regular meeting of the Board of Commissioners that occurs after the transfer takes place.
- C. There may not be a transfer of any amounts between funds or from any contingency or unappropriated expenditures appropriations within any fund without approval from the Board of Commissioners.

**SECTION 7:** The Town of Wingate Schedule of Fees as shown on Attachment A is hereby adopted in conjunction with the 2012 – 2013 Fiscal Year Budget. The Town of Wingate Privilege License Schedule as shown on Attachment B is hereby adopted in conjunction with the 2012 – 2013 Fiscal Year Budget. The Town of Wingate Schedule of Fees and Privilege License Schedule shall remain in effect until amended or repealed by the Board of Commissioners. The Board of Commissioners may amend the Town of Wingate Schedule of Fees and Privilege License Schedule from time to time as it sees fit.

**SECTION 8:** Copies of this Budget Ordinance shall be furnished to the Finance Officer and to the Budget Officer of this Town to keep on file by them for their direction in the disbursement of funds.

Adopted this 19<sup>th</sup> day of June, 2012

# Budget Ordinance

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\_\_\_\_\_  
Bill G. Braswell, Mayor

Attest:

\_\_\_\_\_  
Karen Wingo, Town Clerk

[SEAL]

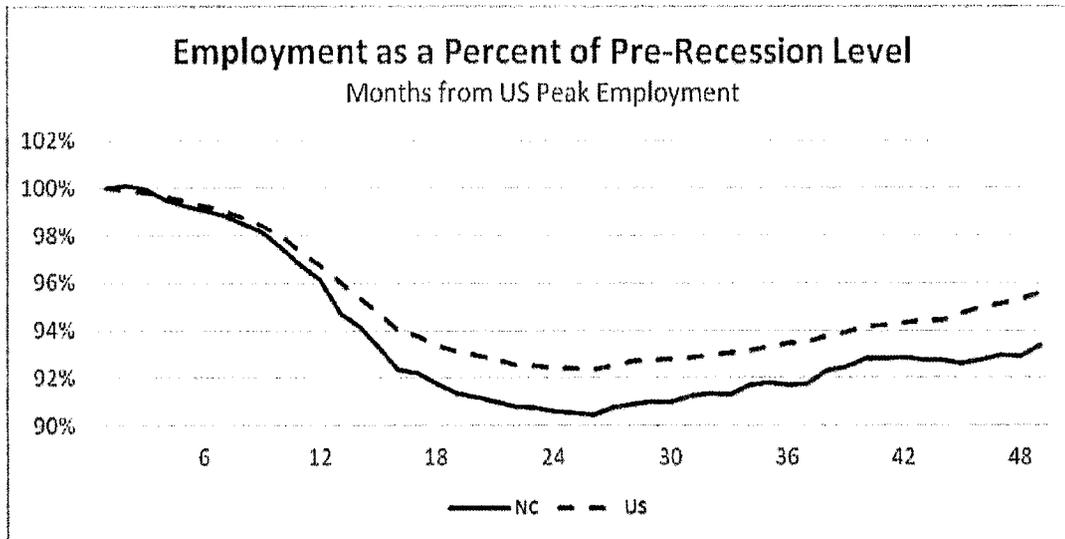
March 26, 2012

TO: Managers/Clerks/Finance Officers/Budget Directors  
FROM: Karl Knapp, Director of Research and Policy Analysis

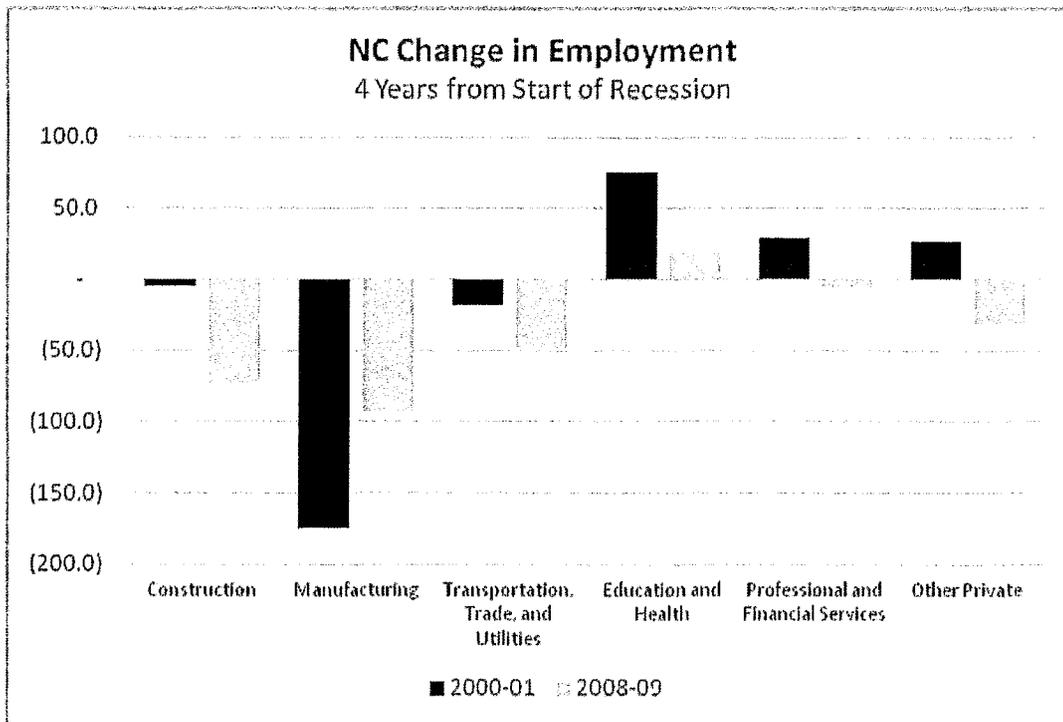
## FY 12-13 Municipal State-Collected Revenue Estimates

### Overview

As we projected last year, North Carolina lagged behind the nation economically during 2011. While the national employment picture continued to improve, employment growth in North Carolina has been slow to come. Total nonfarm employment in North Carolina grew only 0.85 percent during 2012, compared to 1.5 percent growth nationally. During past recessions, North Carolina rebounded more quickly than the nation as a whole.



What is different about this recession for North Carolina? Education and health employment usually continues to grow well in North Carolina during recessions. Professional and financial services employment tends to fall slightly and then rebound quickly. Construction employment usually remains fairly stable. This stability and growth compensates for acceleration of the long-term decline in manufacturing employment. During this recession, however, education and health employment was stagnant or growing weakly, construction employment fell by over 30 percent, and professional and financial services employment fell more than usual and have been slow to rebound.

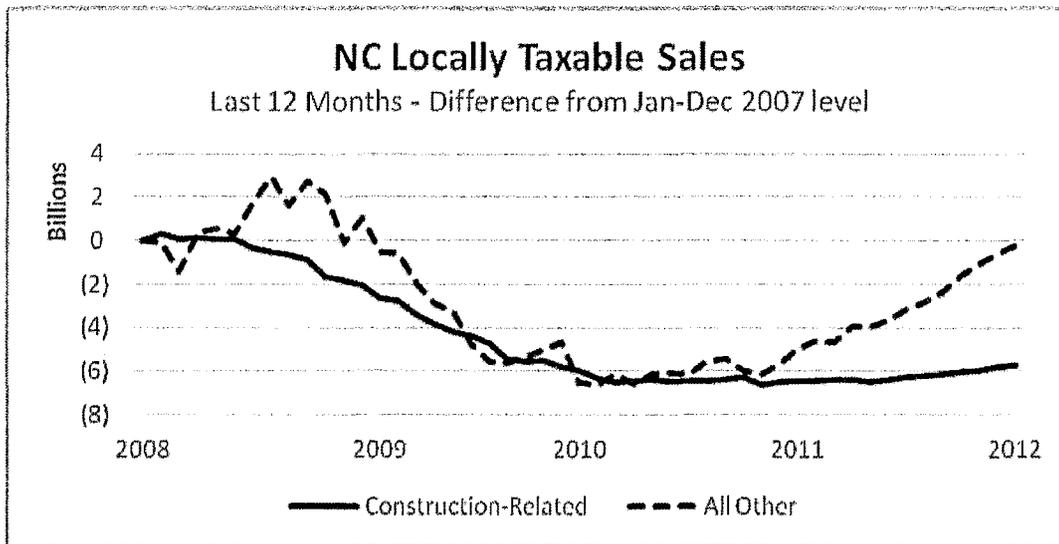


The stagnation of education and health employment resulted from a lack of growth in employment at doctors' offices and residential care facilities. The dramatic employment losses during this recession, especially in industries that traditionally provide higher levels of health care coverage to employees, combined with reductions in retirement savings and income resulting from the market crash in 2008, decreased the ability of North Carolinians to pay for routine medical care and afford residential care facilities. As a result, health care providers became cautious about hiring.

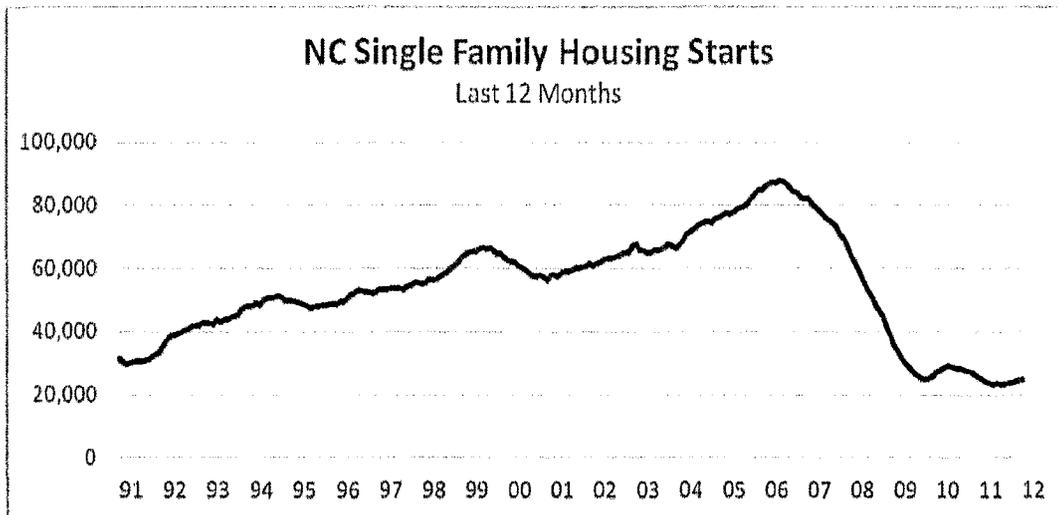
While employment growth is expected during 2012 and 2013, it is likely to be slow. Manufacturing employment has arrested its long-term decline since the depth of this recession, with some growth occurring in the machinery and metals industries. The long-term trend for manufacturing will be continued decline, however, and job growth in other areas of the economy will need to more than offset manufacturing losses in order for total employment in North Carolina to return to pre-recession levels.

While employment growth is weak, there are signs that the North Carolina economy is improving. Both leading indexes for the State, prepared by the Philadelphia Federal Reserve Bank and North Carolina State University, show growth expectations for the near future. Nationally, industrial production and consumer confidence continue to increase, albeit at a limited pace. Most economists call for continued moderate economic growth during 2012 and 2013.

The one bright spot in the state's economic picture is retail sale growth. Sales of general retail items like food, clothing, and household goods have grown steadily over the last year. Last fall, there also was some rebound in construction-related spending, but it appears to be due to home improvements and some multi-family unit construction, rather than to a revival of single family construction.



Even with growth returning, there still is a long way to go to reach pre-recession levels. Nationally, retail sales of those goods that make up the North Carolina local sales tax base have exceeded pre-recession levels since March 2010, but North Carolina taxable sales have reached only 95% of pre-recession levels. The slow pace of return to pre-recession levels is due largely to the stagnation of the residential construction industry. Losses in construction-related sales (building materials, furniture, and appliances) made up half of the sales tax revenue that was lost during the first two years of the recession. While non-construction-related sales are rebounding, construction is not. Without a significant improvement in the housing market, it will be difficult to return to pre-recession levels for sales tax in the near future.



Such a significant improvement is not likely during 2012. The number of new single family housing starts has been fairly flat since 2009. Although the number of housing units in North Carolina relative to the size of the population has declined during the recession, suggesting pent up demand for new housing, home prices continue to fall and too many existing homes are on the market for home builders to feel comfortable starting

sizable new construction. The recent national foreclosure settlement is likely to move more foreclosed houses onto the market, further delaying any rebound in construction. While economic forecasters see improvement in this area during 2013, it is likely to be gradual.

## Cautionary Note

The estimates included in this document should be used **only as a rough guide** in preparing your FY 12-13 proposed budget. The revenue change figures should be modified as necessary to fit your local situation, its actual trends, and your own assumptions about the effects of economic and political factors. Revenue estimates are always subject to error. Our goal is to provide municipalities with a reasonable projection of where State-collected revenues are heading. **Please read the entire document because any caveats about the estimates are as important as the estimates themselves.**

These estimates assume that the General Assembly will make no changes in 2012 to the formulae that govern municipal shares of State-collected revenues. If our revenue estimates change materially prior to July 1 due to economic circumstances or legislative action, we will advise you of the changes.

## Local Government Sales Taxes

### Local Sales Tax Estimates

Statewide sales tax distributions to local governments for the first six months of FY 11-12 (October-March distributions) were 7.9 percent above the comparable period in FY 10-11. The statewide rate of growth in distributions is well above the 3-4 percent level that we projected for FY 11-12 in last year's forecast memo, but that growth rate assumed that refund activity would remain at FY 10-11 levels. This has not been the case, so the growth in distributions overstates the actual growth in sales, which appears to be near 5.7 percent so far this year. There is reason to believe that sales growth will not be as strong in the second half of the year. In the fall, the national savings rate declined and consumption increased. This occurred at the same time that North Carolina sales saw their biggest increase. Since November, the national savings rate has now increased and sales growth has slowed in North Carolina.

As a result, we project that statewide sales tax distributions for the remaining months of the fiscal year will be 4.0 percent above last year's levels and that the **total statewide FY 11-12 sales tax distribution will be 6.1 percent higher than FY 10-11.** Variation in growth rates between counties is significant this year. While 36 counties are experiencing growth above the statewide level, sales in 15 counties are actually declining from FY 10-11 levels. As a result, your county's growth rate may differ significantly from the statewide rate.

National and state forecasters predict that retail sales growth will continue during 2012 and 2013, but at a slower rate. **As a result, we expect the statewide local sales tax base to grow by 3.0 percent from the FY 11-12 level.** If single family residential construction begins to rebound significantly during FY 12-13, this rate could be higher. Local sales taxes will be especially sensitive to any local changes in residential construction activity.

For budget estimation purposes, we assume that each municipality accrues the September 15 sales tax distribution to the prior fiscal year. Therefore, the FY 11-12 sales tax forecast year runs from the October 15, 2011 distribution through the September 15, 2012 distribution—reflecting July 2011 through June 2012 retail sales.<sup>1</sup>

In the past, these percentages could be applied to the Article 40 and 42 taxes and the per capita portion of Article 44 to determine the expected future amounts for those taxes. This calculation has been made more complicated by the elimination of the Article 44 tax over the course of two years, the conversion of the Article 42 to a point of sale distribution, and the creation of a City Hold Harmless payment to ensure that neither of these changes would affect municipal revenues.

### **Sales Tax/City Hold Harmless Calculator**

To estimate changes in your sales tax and city hold harmless distributions, you can use the attached sales tax calculator spreadsheet. For split cities, you must calculate the sales tax for each county separately. The calculator will provide much of the data that you need, but there are several figures that you must provide:

- 1) **Your estimate of the rate of growth in sales for your county (or counties) for FY 11-12.** The spreadsheet will indicate the county growth rate so far this year and the statewide growth rate. You will need to decide what, if any, difference you expect there to be between the forecasted statewide sales tax growth rate and the level of growth in your county. Changes in construction activity, employment, and the number of businesses operating in the county all will have an effect on the rate at which sales taxes will grow or decline. Sales tax growth also can be affected by significant one-time events, such as destructive storms, heavy snowfalls that limit travel, or tourism events that do not occur every year. Those factors also should be taken into account when adjusting the statewide change percentage to local circumstances. Finally, if your municipality is located in a small county, recognize that sales taxes in these counties can change dramatically from one year to the next due to a small number of large purchases in one year that may lead to a high rate of increase in that year and a large rate of decrease in the next.
- 2) **Your estimate of the rate of growth in sales for your county (or counties) for FY 12-13.** The spreadsheet will indicate the statewide growth rate. You will need to decide what, if any, difference you expect there to be between the forecasted statewide rate and the rate of growth in your county. Changes in construction activity, employment, and the number of businesses operating in the county all will have an effect on the rate at which sales taxes will grow or decline. Sales tax growth also can be affected by significant one-time events, such as destructive storms, heavy snowfalls that limit travel, or tourism events that do not

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<sup>1</sup> Because of the change from quarterly to monthly sales tax distributions, the Local Government Commission (LGC) encourages the use of a 90-day period for determining if revenues are available. By extending the accrual period from 60 to 90 days, the September 15 sales tax distribution can be accrued. This meets GASB 33 measurement focus requirements. Please refer to memo #1015 "Recognition of Sales Tax and Other Revenues at Year-End," issued by the LGC on March 31, 2004, for further details and guidance. [<http://www.nctreasurer.com/NR/rdonlyres/CE6E899D-3045-4D3D-8837-9A349DA00FEF/0/Memo1015.pdf>]

occur every year. Those factors also should be taken into account when adjusting the statewide change percentage to local circumstances.

- 3) **Your municipality's share of your county's FY 11-12 sales taxes.** These figures are available from the monthly sales tax distribution reports available on the DOR website at: <http://www.dornc.com/publications/reimbursement.html>.
- 4) **Your municipality's estimated share of your county's FY 12-13 sales taxes.** For *ad valorem counties*, a large tax increase or decrease by another unit of government in your county for FY 11-12 may result in change in your percentage for the FY 12-13 allocations. For *per capita counties*, an annexation of population by your municipality or another in the county, effective between July 1, 2011, and July 1, 2012, may change your municipality's percentage.

### **County Sales Tax Distribution Method**

Every April, counties can change the method of distributing local option sales tax revenues within the county: from per capita to proportion of ad valorem tax levies, or the other way around. The method chosen by the county board of commissioners determines the division of money within a county area among county and municipal governments for the next year. Population or tax levy changes might make some counties take a close look at the current distribution method to see if it is still advantageous to them. Cities and towns need to prepare for possible county changes in distribution methods during April 2012. **A change in the distribution method made by a county in April 2012 will become effective for the distribution made in July 2012. As a result, it will affect your FY 11-12 sales tax revenues.**

### **Powell Bill**

The rise in gas prices during 2011 contributed to a reduction in sales of gasoline in North Carolina. The gas tax revenues that fund the FY 11-12 Powell Bill allocation are expected to decrease by less than one percent from last year's level. Motor vehicle sales, the other significant source of Powell Bill funds, do continue to increase, albeit at a slower pace than last year. The total Powell Bill allocation for FY 12-13 is expected to increase by around 1.5 percent over the FY 11-12 level. The Powell Bill allocation is split into two distributions, one in October and one in January. The figures cited here reflect the sum of the two distributions.

Of the total annual Powell Bill distribution, 75 percent is allocated among eligible cities based on their population. **The projected per capita allocation for the FY 12-13 Powell Bill distribution is \$20.13.** To estimate your expected population-based distribution, multiply this amount by your expected 2011 Certified Population (2010 population within 2011 boundaries). Your 2010 Certified Population can be found on the State's Municipal Population estimates website: [http://www.osbm.state.nc.us/ncosbm/facts\\_and\\_figures/socioeconomic\\_data/population\\_estimates/demog/certmuniestbymuni\\_2010.xls](http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates/demog/certmuniestbymuni_2010.xls). The 2010 figure should be adjusted to account for any annexations taking effect between July 1, 2011 and June 30, 2012.

The remaining 25 percent of the distribution is allocated based on the number of city-maintained street system miles in each municipality. **The projected value of the mileage-based allocation for the FY 12-13 Powell Bill distribution is \$1,578.99**

**per street mile.** After calculating your estimated city-maintained street mileage as of July 1, 2012, multiply that figure by the per mile rate.

If the General Assembly passes legislation in its 2012 Short Session to cap or reduce the gas tax rate as of July 1, 2012, this action will not affect the FY 12-13 Powell Bill distribution because the distribution is calculated based on FY 11-12 revenues.

## **State-Collected Local Taxes**

For the purpose of the quarterly distributions (electricity, telecommunications, natural gas, and video programming) we assume that the fiscal year accrual begins with the distribution made in December.

### **Electricity Franchise Tax**

Each city's share of the electric utility franchise tax is based on the actual receipts from electric service within its municipal boundaries. The first two electricity franchise tax distributions of FY 11-12 combined were 2.8 percent lower than the previous year. Monthly electricity franchise revenue for January and February declined at a 13 percent rate due to the unusually warm winter weather, but Duke Energy and Progress Energy both implemented rate increases that will be in effect for the remainder of the year. **We project that for FY 11-12, statewide electricity franchise revenue will decline by 4.0 percent.** Based on Energy Information Administration forecasts of electricity usage for the South Atlantic region and local prices in North Carolina, **we expect revenue growth of 7.0 percent for FY 12-13.**

Please note that growth in this revenue source is highly sensitive to weather conditions in each year. Cool summers and mild winters can lead to a year with little or no growth in electric receipts. Significant changes in the total amount of electricity used within your municipality, such as the loss of a factory, also will lower your revenues. In smaller municipalities the loss of a heavy commercial purchaser of electricity, such as a grocery store, could cause a reduction in revenues. Any recent annexations of facilities that are heavy users of electric services may also affect electricity franchise revenue growth for your municipality. Annexations will only increase your revenue if you notify your electric utility provider of the changes in your corporate limits so that the changes are accounted for in the provider's calculations of taxes from your municipality.

### **Telecommunications Sales Tax**

Telecommunications revenues have stabilized somewhat in FY 11-12, following a decline that began at the end of FY 08-09. The first two distributions for FY 11-12 are up 1.2 percent from FY 10-11. **Annual statewide telecommunications revenues for FY 11-12 are expected to increase 1.0 percent.** Based on industry estimates of growth in the North American telecommunications market, **we expect telecommunications taxes to grow by 3.9 percent for FY 12-13.**

For cities and towns **incorporated before July 1, 2001**, the distribution of this revenue is based on each municipality's past share of the old telephone franchise tax, so there should be no local economic adjustments to the statewide growth estimate. Nor will these cities and towns be affected by population changes.

For towns **incorporated on or after July 1, 2001**, the distribution is based on population, so some local variation from the statewide percentage is possible and

differences between the 2010 and 2011 Certified Population estimates will affect distributions.

### **Piped Natural Gas Excise Tax**

Due to the unusually warm fall and early winter, the first two natural gas distributions of FY 10-11 showed a statewide decline of 12.3 percent from FY 10-11. Continued warm weather during what should be the highest gas usage months of FY 11-12 will accelerate this trend. **We expect the statewide FY 11-12 distribution to municipalities to be 16.0 percent below FY 10-11.** With such a large decline during FY 11-12, the forecast for FY 12-13 is subject to a wide margin of error. As always, this revenue source is highly sensitive to the weather. Assuming that temperatures return to normal levels in FY 12-13, natural gas collections would increase by as much as 30 percent. This rate of growth seems overly optimistic, however, and it may be more reasonable to **use a growth rate of 19 percent for FY 12-13, which would bring statewide collections back to the FY 10-11 level.** As with other revenues that are distributed based on where revenues are generated, it is important to compare the statewide growth figures to your local growth. If your municipality has experienced a less severe decline in revenues this year than the statewide average, your growth next year is likely to be below the projected statewide rate.

Because this excise tax is based on therms (units of heat) consumed and not price, municipalities do not see any additional tax revenue from price hikes and can even see consumption decline due to conservation. Serious reductions in use by a heavy industrial user of natural gas or a plant closure within your municipality will also lower your revenues. Any annexations of industrial or other facilities that are heavy users of natural gas, effective this fiscal year, could justify using an estimate with a higher growth rate. This distribution is not based on population, and so it is not affected by changes in your Certified population between 2010 and 2011.

### **Local Video Programming Revenues**

Video programming revenue distributions so far for FY 11-12 are 6.0 percent above the FY 10-11 level, but this increase is deceptive. As of July 1, 2011, the total amount of annual Supplemental PEG Channel funding within the distribution doubled to \$4 million per year. The additional \$2 million will come from the general revenue portion of the distribution. As a result, PEG funding made up \$2 million of the amount distributed so far this year, compared to \$1 million for the same time period last year. As such, while the total video programming allocation grew by 6.0 percent, the general revenue portion grew by only 3.5 percent. Cable TV and telecommunications revenues were flat for the first two distributions this fiscal year and growth was due almost entirely to satellite TV revenues. Revenue in this area was down significantly in January and February, however, due in part to negative adjustments to November and December collections. As a result, **we expect the statewide FY 11-12 annual distribution to be 0.4 percent below** the FY 10-11 level. **For FY 12-13, we expect that video programming revenues will increase by 3.3 percent,** reflecting industry forecasts of growth in the three revenue streams. While this distribution is not based directly on population, population change is a factor in the annual formula. As a result, growth or decline in population between the 2010 and 2011 Certified Population estimates will affect these revenues, although not in the exact percentage as the increase or decline in population.

Cities with qualifying Public, Educational, and Governmental (PEG) channels are entitled to supplemental PEG channel support funds for up to three channels. The amount per channel for FY 11-12 is \$32,520, and is not expected to increase for FY 12-13. These funds must be provided to the organization that operates the channel. Bear in mind that to receive supplemental PEG channel funds, **you must certify your PEG channels to the Department of Revenue each year by July 15.** The 2012 certification forms will be available on the Department of Revenue website in June at: <http://www.dornrc.com/publications/Index.html>.

## **Beer and Wine Taxes**

Cities share in the beer and wine tax (where sales are legal) based on their population. This revenue is distributed within 60 days of March 31. Based on State alcohol tax collections through February, we expect that the **FY 11-12 distribution will be 4.5 percent higher than the FY 10-11 distribution.** Based on national market research forecasts of beer and wine sales, **we expect beer and wine tax distributions to grow by 3 percent for FY 12-13.** This distribution is based on population. If your municipality completes an annexation that adds significant population and that is effective between July 1, 2011, and July 1, 2012, this action might justify using an estimate with greater growth.

## **Transitional Hold Harmless**

In 2002 the General Assembly repealed \$333.4 million in reimbursement payments to local governments and provided local governments with the authority to levy the Article 44 one-half cent local option sales tax. Because the revenue from the Article 44 tax was not expected to equal the lost reimbursements for all local governments, the General Assembly authorized an annual hold-harmless payment (paid each year in August) to those local governments whose estimated revenue from the new Article 44 sales tax is less than 100% of the value of their repealed reimbursements. The minimum amount of hold harmless that will be distributed is \$100. Even though the Article 44 tax has been eliminated and replaced for municipalities by a new city hold harmless payment, the reimbursement hold harmless will continue to be paid and calculated based on what the Article 44 tax would have produced. **The annual distribution in August 2012 will be the final distribution, absent action by the General Assembly.** The League will advocate for an extension of the Transitional Hold Harmless during the 2012 Short Session, but municipalities should not count on receiving a payment in August 2013 or any future years.

Because the change in the amount of hold harmless payments is inversely proportional to the change in sales taxes, **we expect the total amount of hold harmless payments in August 2012 to be below the August 2011 level.** The impact on individual cities and towns may differ dramatically because counties will see variation in their change in sales taxes. If the rate of change in your municipality's sales tax distribution was better than the statewide rate for FY 11-12, your municipality may see a larger decrease in its August 2012 hold harmless payment.. **City-by-city figures for the August 2012 distribution should be available from the Department of Revenue by mid-May.**

## Solid Waste Disposal Tax

The State levies a \$2 per-ton "tipping tax" on municipal solid waste and construction and demolition debris that is deposited in a landfill in the state or transferred at a transfer station for disposal outside the state.

The proceeds of the tax are distributed as follows: 50 percent to the Inactive Hazardous Sites Cleanup Fund to help pay for assessment and remediation of pre-1983 landfills (including abandoned, unlined city or county dumps), 18.75 percent to cities on a per capita basis for solid waste management programs and services, 18.75 percent to counties on a per capita basis for solid waste management programs and services, and 12.5 percent to the Solid Waste Management Trust Fund for grants to local governments and state agencies.

The first two distributions of FY 11-12 combined were 2.0 percent above the FY 10-11 level, and collections to-date are 3.0 percent above the level at this time last year. **We expect growth for FY 11-12 to be in the 3.0 percent range**, reflecting the improvement in economic conditions in the state. This revenue source has a short history that began during the recession, so it is difficult to assess how much growth will occur as a result of a moderate economic recovery. Much will depend upon when the market for single family homes begins to recover and new construction leads to more construction and demolition waste. **We project that revenues for FY 12-13 will be 4.0 percent above FY 11-12, but this figure may be higher if a significant housing recovery occurs during the fiscal year.** Because this revenue is distributed on a per capita basis a large annexation by your municipality that is effective between July 1, 2011, and July 1, 2012, would justify using a higher growth rate.

## Notification of Municipal Boundary Changes

Many state-collected revenue distributions depend on accurate municipal boundary information, either to calculate populations or to determine utility sales within the municipality. **It is the responsibility of individual municipalities to notify all appropriate organizations as soon as possible of any changes in their boundaries.** The list of organizations you are required to provide with a revised boundary map and a copy of your annexation ordinance includes: 1) the Register of Deeds, Tax Assessor, Board of Elections, and GIS department for any county in which your municipality is located; 2) the Secretary of State; and 3) all gas and electric companies that have customers in your city or town. **Failing to provide this information in a timely manner could result in lost revenue for your municipality.** Do not send copies of your annexation maps to the Department of Revenue, as this no longer is required.

**In addition, your municipality should respond to, and check for accuracy, the Boundary and Annexation Survey sent to you on or before June 28th by the State Demographer** (NC Office of State Budget and Management); to notify her if you do not receive the survey by July 7th; and to return it by the deadline. The Boundary and Annexation Survey contains a list of all final annexations adopted since the last Census. It includes housing and population counts and total acreage. If you represent a

rapidly growing municipality, it is especially important that you check the correctness of the survey and update data where necessary, particularly for older annexations. Otherwise, the State Demographer will have to base growth for older annexations on the average growth rate of your jurisdiction.

**If you do not respond to the State Boundary and Annexation Survey, the State Demographer will assume that there are no changes and will not credit your new annexations** when estimating your population for the next year. The State Demographer should also be informed of any address and personnel changes for those who receive the survey in your municipality.

Please remember, you will receive **two** boundary and annexation surveys, one from the **State** and one from the **federal** government; **both must be completed**. Completing just one survey will not provide the information for the other.

## **Department of Revenue Contact List**

Listed below are the appropriate contacts at the Department of Revenue for questions concerning municipal concerns:

Questions about the amount of revenue included in a distribution - Cindy Honeycutt, Distribution Unit, (919) 733-7644.

Questions about the status of a municipality's sales tax refund - Susan Broadwell, Examinations Division, (919) 754-2074.

Questions about the allocation of sales tax refunds to a municipality – James Rambeau, Distribution Unit, (919) 733-7644.

Interpretation of sales tax or occupancy tax laws - Eric Wayne, Director, Sales and Use Tax Division, (919) 733-2151.

Requests for a list of claimants that received a sales tax refund in a county in which the city is located - Cindy Honeycutt, Distribution Unit, (919) 733-7644.

Requests for a list of businesses that paid sales tax and may be engaged in a business subject to a food and beverages tax, room occupancy tax, vehicle rental tax, or heavy equipment rental. Cindy Honeycutt, Distribution Unit, (919) 733-7644.

Requests for statistical data related to local taxes – Jessica Turner, Tax Research Analyst, Information Unit, (919) 733-7736.

Requests for statistical data related to State-collected taxes – Bill Spencer, Director Policy Analysis and Statistics Division, (919) 733-7722.

To change the email address at which you receive notification of distributions - Rhonda Raynor, Financial Services Division, (919) 733-6723. If you have failed to receive an email notification of your distributions, do not contact DOR, but instead call the Office of the State Controller at (919) 707-0795.

**Salary Allocaton**

Initials	Salary	Police	Admin	Water	Sewer	Streets	Police	Admin	Water	Sewer	Streets
PW1	\$33,660.00			50.00%	50.00%				\$16,830.00	\$16,830.00	
PW2	\$47,000.00			50.00%	50.00%				\$23,500.00	\$23,500.00	
POL1	\$36,539.00	100.00%					\$36,539.00				
POL2	\$54,500.00	100.00%					\$54,500.00				
POL3	\$45,674.00	100.00%					\$45,674.00				
POL4	\$31,886.00	100.00%					\$31,886.00				
POL5	\$32,200.00	100.00%					\$32,200.00				
ADMIN 1	\$58,000.00		20.00%	40.00%	40.00%			\$11,600.00	\$23,200.00	\$23,200.00	
ADMIN 2	\$26,250.00			50.00%	50.00%				\$13,125.00	\$13,125.00	
PW3	\$53,089.00			50.00%	50.00%				\$26,544.50	\$26,544.50	
ADMIN3	\$32,550.00		20.00%	40.00%	40.00%			\$6,510.00	\$13,020.00	\$13,020.00	
POL6	\$30,000.00	100.00%					\$30,000.00				
POL7	\$30,500.00	100.00%					\$30,500.00				
PW4	\$21,112.00					100.00%					\$21,112.00
ADMIN4	\$26,897.00	20.00%		40.00%	40.00%		\$5,379.40		\$10,758.80	\$10,758.80	
POL8	\$31,572.00	100.00%					\$31,572.00				
ADMIN4	\$47,112.00		20.00%	40.00%	40.00%		\$0.00	\$9,422.40	\$18,844.80	\$18,844.80	
POL9	\$32,000.00	100.00%					\$32,000.00				
							\$330,250.40	\$27,532.40	\$145,823.10	\$145,823.10	\$21,112.00
3% COLA							\$340,157.91	\$28,358.37	\$150,197.79	\$150,197.79	\$21,745.36
2% PERFORMANCE							\$346,762.92	\$28,909.02	\$153,114.26	\$153,114.26	\$22,167.60

Initials	Living	Police	Admin	Water	Sewer	Car	Police	Admin	Water	Sewer
PW1	\$1,200.00			\$600.00	\$600.00					
PW2	\$1,200.00			\$600.00	\$600.00					
POL1										
POL2										
POL3	\$1,200.00	\$1,200.00								
POL4	\$1,200.00	\$1,200.00								
POL5										
ADMIN 1	\$2,400.00		\$480.00	\$960.00	\$960.00	\$4,800.00	\$1,584.00	\$1,584.00	\$1,632.00	
ADMIN 2	\$1,200.00			\$600.00	\$600.00					
PW3	\$1,200.00			\$600.00	\$600.00					
ADMIN3	\$1,200.00		\$240.00	\$480.00	\$480.00					
POL6										
POL7										
PW4										
ADMIN4										
POL8										
ADMIN4										
POL9										
		\$2,400.00	\$720.00	\$2,640.00	\$2,640.00		\$1,584.00	\$1,584.00	\$1,632.00	

Initials	Health	Police	Admin	Water	Sewer	Streets
PW1	\$533.45			\$266.73	\$266.73	
PW2	\$533.45			\$266.73	\$266.73	
POL1	\$533.45	\$533.45				
POL2	\$533.45	\$533.45				
POL3	\$533.45	\$533.45				
POL4	\$533.45	\$533.45				
POL5	\$533.45	\$1.00				
ADMIN 1	\$533.45		\$106.69	\$213.38	\$213.38	
ADMIN 2	\$533.45			\$266.73	\$266.73	
PW3	\$533.45			\$266.73	\$266.73	
ADMIN3	\$533.45		\$106.69	\$213.38	\$213.38	
POL6	\$533.45	\$533.45				
POL7	\$533.45	\$533.45				
PW4	\$533.45					\$533.45
ADMIN4	\$533.45	\$106.69		\$213.38	\$213.38	
POL8	\$533.45	\$533.45				
ADMIN4	\$533.45		\$106.69	\$213.38	\$213.38	
POL9	\$533.45	\$533.45				
Annual		\$4,375.29	\$320.07	\$1,920.42	\$1,920.42	\$533.45
		\$52,503.48	\$3,840.84	\$23,045.04	\$23,045.04	\$6,401.40