

**Town of Butner**  
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Terry Turner, Mayor

Jerry L. Ayscue, Interim Manager



May 4, 2023

Honorable Mayor and Members of the Town Council:

Pursuant to North Carolina General Statutes §159-11, I am writing to convey the FY 2023-24 Budget Message and Proposed Budget. This budget is presented in accordance with the North Carolina Local Government Budget and Fiscal Control Act and is balanced as required by North Carolina General Statutes.

The proposed General Fund budget totals \$10,732,625. This represents a 2.03%, or a \$222,297, *decrease* over the budget adopted for the current fiscal year. The Proposed Budget includes a tax rate of \$0.425 per \$100 value, which represents *no increase* over the current fiscal year budget.

The Powell Bill Fund budget totals \$211,000. This is a 1.76%, or \$3,651, increase over the budget as amended for the current fiscal year.

The Local Vehicle Tax Special Revenue Fund proposed budget of \$29,850 remains the same as the current fiscal year.

The Capital Improvement Fund was established in FY 2022-23 to save for future vehicles and fire trucks. The Proposed Budget for FY 2023-24 includes a transfer of \$440,000 from the General Fund to this fund.

The proposed Stormwater Fund budget totals \$687,197, which is a 10.45%, or \$65,027, increase from the current fiscal year. The stormwater fee charged to property owners will remain unchanged. We continue to contribute to a “pool” of funds managed by the Upper Neuse River Basin Association to meet the goals of the Interim Alternative Implementation Approach (IAIA).

## Proposed Budget – General Fund Overview

The proposed General Fund Budget for FY 2023-24 includes revenues and expenditures outlined in the table below:

Revenues by Source	FY 2023-2024		Change
	FY 2022-2023 Amended Budget	Proposed Budget	
Ad Valorem Taxes	\$ 2,881,617	\$ 2,938,953	1.99%
Other Taxes and Licenses	30,000	32,000	6.67%
Unrestricted Intergovernmental Revenue	4,790,447	5,318,571	11.02%
Restricted Intergovernmental Revenue	73,164	62,834	-14.12%
Permits and Fees	44,669	106,156	137.65%
Sales and Services	126,200	117,850	-6.62%
Investment Earnings	1,500	384,530	25535.33%
Other Revenues	51,691	50,500	-2.30%
Transfers From Other Funds	2,504,643	225,000	-91.02%
Sales of Assets	45,000	105,000	133.33%
Appropriated Fund Balance	971,963	1,391,231	43.14%
<b>Total Revenues:</b>	<b>\$ 11,520,894</b>	<b>\$ 10,732,625</b>	<b>-6.84%</b>

Expenditures by Function	FY 2023-2024		Change
	FY 2022-2023 Amended Budget	Proposed Budget	
General Government	\$ 2,566,434	\$ 2,630,941	2.51%
Public Safety	7,161,511	6,664,510	-6.94%
Cultural and Recreational	674,362	628,731	-6.77%
Environmental Protection	50,000	47,500	-5.00%
Economic and Physical Development	303,587	295,943	-2.52%
Debt Service	-	-	0.00%
Transfer to Other Funds	765,000	465,000	-39.22%
<b>Total Expenditures:</b>	<b>\$ 11,520,894</b>	<b>\$ 10,732,625</b>	<b>-6.84%</b>

## General Fund Revenue Highlights

The following sections highlight revenues and provide preliminary projections for FY 2023-24. It is important to note that ad valorem property taxes and local sales taxes are the Town's largest revenue sources. These two sources make up approximately 58% of the Town's revenue.

### Ad Valorem Taxes

The proposed budget is based on a property tax rate of \$0.425 per \$100 valuation at a collection rate of 97.75% and tax values estimated by Granville County at \$644,010,318 for real and personal property. The Proposed Budget includes *no increase in the property tax rate*. Because of a lack of

new construction and a decrease in the property tax collection rate percentage last year, the FY 2023-24 projections represent slightly less than 2% increase in property tax revenues.

### **Local Sales Taxes**

Local sales tax revenue is the Town's largest source of revenue. The decision by the State of North Carolina to collect sales tax on internet purchases has caused an unprecedented growth in this revenue over the past two years. Although the increase in sales tax revenue has been quite strong for the last 2 years, it is anticipated that sales taxes proceeds will return to a normal rate of growth. The Proposed Budget projects an increase of 7.5% over estimated collections for FY 2022-23.

### **Interest Income**

The Town experienced a significant increase in interest income during FY 2022-23. It is anticipated that interest earnings will remain relatively steady during FY 2023-24. We are currently earning 4.7% interest on our funds that are invested with the North Carolina Management Trust (NCCMT), and we expect this rate to be somewhat stable in the upcoming year. The Proposed Budget predicts interest revenue of \$384,530.

### **Fund Balance**

The Town's audited financial statements reported the Town had an unassigned Fund Balance of \$7,905,437 as of June 30, 2022. Unassigned Fund Balance is 74% of the Proposed Budget. This is well above the 30% required by the Town's Fund Balance Policy. This budget appropriates \$1,391,231 of General Fund Balance. This is the authorized amount of funding for the undelivered ladder truck and service body truck that were budgeted and ordered during FY 2022-23 but will not be delivered until at least FY 2023-24.

## **General Fund Expenditure Highlights**

### **Personnel Expenses**

#### **Salaries**

Based on the Consumer Price Index for the South Region of the United States and the Salary and Benefits Survey conducted by the North Carolina League of Municipalities, a cost of living raise of 5% is included in the proposed budget. Based on our current performance evaluation system, employees are also eligible for merit pay increases of 1.25% to 2.75%. The FY 2023-24 budget does include conducting a salary study. This is done every five years to keep our employee compensation at a competitive and fair market rate.

#### **Employee Medical Insurance**

The Town will continue its relationship with Blue Cross Blue Shield as the provider for employee medical insurance. Medical premium rates will increase by 5% for FY 2023-24. There were no increases in the cost of vision insurance and dental insurance. After several years with no cost increases, there will be a 7.14% increase in the short-term disability insurance rates provided to employees through the North Carolina League of Municipalities.

### Additional Staffing

Funding for additional staffing was requested during budget deliberations and is included in the Proposed Budget. The additional staffing includes an increase from 75% to full-time for a Special Events position, an Accounting Technician, and a Planning Technician or related position.

### Capital Outlay

New capital outlay requests from department heads totaled \$469,902. An additional \$1,391,231 is included in the proposed budget to appropriate funds for the ladder truck (Fire) and the service body truck (Public Works) that were ordered in FY 2022-23 but will not be delivered until FY 2023-24. The total capital outlay costs included in the Proposed Budget are \$1,861,133.

Department	Description	Cost
Public Works	Service body pickup	\$ 58,390
Public Works	Mower	\$ 17,000
Town Hall	Office reconfiguration	\$ 20,000
Town Hall	Audio visual equipment for Camp Butner Room	\$ 6,000
Butner Public Safety	5 Patrol vehicles and equipment	\$ 337,902
Butner Public Safety	2 Self contained breathing apparatus	\$ 17,000
Butner Public Safety	Remodel upstairs restroom at station	\$ 35,000
Butner Public Safety	Electrical installation at evidence shed	\$ 11,000
Butner Public Safety	Ladder truck	\$ 1,332,841
Lake Holt	Entrance sign	\$ 6,000
Butner Athletic Park	Replace gutters on the concession building	\$ 10,000
Butner Athletic Park	Replace lightning relay panel	\$ 10,000
	Total	\$ 1,861,133

### Debt Service

The Town of Butner has no long-term or installment debt; thus, no debt service funding is required.

### In Closing

There will be significant organizational change during the coming fiscal year with a new Town Manager and two new Department Heads. This transition will bring fresh perspectives and new opportunities. I would like to thank the Mayor and the Town Council for your devoted leadership, sense of vision, and desire to serve the citizens of Butner.

I would also like to thank you for allowing me to serve as your Interim Town Manager. It has been my pleasure to work with the staff, elected officials and citizens. The Town of Butner has a bright future and I greatly appreciate the opportunity to be a part of your vision.

Respectfully Submitted,



Jerry L. Ayscue, Budget Officer  
Interim Town Manager

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Fund: 10 - General Fund</b>			
<b>REVENUES</b>			
<b>Department: 0000 - Non-Departmental</b>			
3101.23	Taxes- Ad valorem 2023 levy	\$ 2,675,460	
3102	Motor vehicle taxes	327,897	
3103	Local Vehicle Tax	32,000	
3106	Amounts Refunded	(2,000)	
3107	Late listing penalty	1,800	
3108	Interest on Delinquent Taxes	3,000	
3108.01	Vehicle tax system interest distribution	3,000	
3109	Discounts	(20,000)	
3195	Collections Contract	(40,204)	
3196	Collection fee - motor vehicle taxes	(10,000)	
3231	1% Local Option Sales Tax (Article 39)	793,808	
3232	1/2% Local Option Sales Tax (Article 40)	792,252	
3233	1/2% Local Option Sales Tax (Article 42)	413,352	
3234	City Hold Harmless	924,746	
3235	1/2% Local Option Sales Tax (Article 44)	279,458	
3261	Telecommunications Tax	29,215	
3302.01	DHHS Agreement for Public Safety/Fire Protection Services	936,243	
3302.03	Granville County Fire Department Allocation	80,842	
3302.04	Granville Co. Recreation Funding	28,634	
3302.05	State Fire Protection Grant	69,854	
3302.06	Falls Lake Academy SRO Fee	89,906	
3303	Non-Federal Restricted Revenues	30,000	\$5,000 GEMS grant; \$25,000 TDA Grant
3306	Non-Federal Categorical Grants	4,200	Body armor grant
3319	Solid Waste Disposal Tax Distribution	6,870	
3320	Video programming distribution	7,352	
3322	Beer and Wines Sales Tax	33,342	
3323	Court facilities fees	1,000	
3324	Utility Franchise Tax	428,431	
3325.01	Alarm Fees	10,000	
3325.02	Fingerprinting fee	250	
3332	ABC profits	22,806	
3491	Planning & Zoning Fees	5,000	
3615	Lake Holt Income	5,000	
3616	Soldier's Memorial Sports Arena	21,000	
3617	Yard Sale Fees	500	
3618	Gazebo Park Rental	100	
3619	BAP User Fees	22,000	
3620	Concession Fees	3,000	
3621	D Street Ballfield rent	250	
3811.42	TRANSFER FROM CAPITAL RESERVE FUND	225,000	
3830	Miscellaneous Revenue	500	
3831	Investment Earnings	384,530	
3834	Rents	66,000	
3835	Sale of Fixed Assets	5,000	
3836.01	Sale of timber	100,000	
3837	Tax Refunds- Sales and Use	50,000	
3839	Sale of Infrastructure - SGWASA	500,000	
3991	Fund Balance Appropriated	1,391,231	
<b>Department Total: 0000 - Non-Departmental</b>		<b>\$ 10,732,625</b>	
<b>REVENUES Total</b>		<b>\$ 10,732,625</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>EXPENSES</b>			
<b>Department: 4110 - Council &amp; Mayor</b>			
5121	Salaries and Wages-Council & Mayor	\$ 56,200	
5181	Social Security Contributions	4,300	
5186	Workers Compensation Contribution	60	
5191	Professional Services- Accounting	35,000	waiting on Audit Contract
5199	Professional Services-Other	8,600	Town Code (include on-line hosting 2000, LDO 4000, Strategic plan (LIZ) 2600
5220	Food and Provisions	2,950	budget retreat 500, Chamber banquet 800, crimestoppers 150, council reception 500, strategic planning food 400, misc. 600
5260	Office Supplies and Materials	1,000	
5261	Dues and Subscription	17,500	Chamber dues 800, SOG 1241, NCLM 9398, COG increased to 5542, Mayor Assoc. 300, Black Elected Officials Assoc 130, Southern City's magazine 20
5312	Travel-Meals and Lodging	5,600	FY 23 over depending upon CityVision & Mayor's travels FY24 CityVision, (need cost from 2023 x 6 guesing \$650 /person), Mayor's Conf 500, Town/State 200, New Officials Class 500, Other 500
5331	Electricity	1,200	
5341	Printing	3,000	MVV poster 500 , other printing 2,500
5370	Advertising	300	misc
5371	Public Relations	5,600	Christmas 2000(\$500 increase), parade candy 600, employee gifts 1600, Council clothing 700, promotional items 700
5391	Legal Advertising	300	
5395	Training	4,850	2700 CityVision (6 @ 450), New elected official workshop 225, ethics training 240, Mayor Conf 100, Main St. Conf. 185, Town/State (4 @ 100) 400 , Misc. 1000
5396	Bank Service Charges	4,800	
5397	Election expense	15,000	Confirmed with Burnette
5549	Minor Equipment	1,000	
5699	Contracts, Grants and Subsidies	6,250	Grnv. Search resuce 2500, Gran Museum 1250, Camp Butner Museum 1250, MLK Breakfast 500, Veterans Affairs 500, AAS 250
<b>Department Total: 4110 - Council &amp; Mayor</b>		<b>\$ 173,510</b>	



## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 4120 - Administration</b>			
5122	Salaries and Wages-Regular	\$ 313,179	
5127	Salaries and Wages-Longevity	1,270	
5128	Auto Allowance	7,200	
5129	Cell phone allowance	1,440	
5134	Supplemental Retirement Income Plan	15,722	
5181	Social Security Contributions	24,606	
5182	LGERS Retirement Contribution	41,621	
5183	Medical, Vision and Dental Insurance	24,785	
5183.01	Retiree Health Insurance	9,000	
5185	Unemployment compensation contribution	20	
5186	Workers Compensation Contribution	500	
5199	Professional Services-Other	3,660	searchable minutes 3600, Shredding 60
5220	Food and Provisions	500	Manager's Meetings
5260	Office Supplies and Materials	3,600	
5261	Dues and Subscription	2,611	FY 23 s/b ok ? New Manager; FY 24 ICMA 1,400 NCCMA 355, IIMC B&A 290, NCAMC B&A 160, BC News 40, PO Box 224, Zoom 192(move from Council)
5312	Travel-Meals and Lodging	6,378	School Anita \$1350, B&A Summer Conf 1596 rooms food/travel), spring clerk school 100, B&A Winter Clerk Conf 832 Mngr Conf 1500 \$1000 training travel for Manager
5325	Postage	2,500	
5341	Printing	1,900	increase due to add'l staff
5391	Legal Advertising	200	
5395	Training	9,860	FY 23 spring/sum clerk conf ? New Mngr add more \$ FY 24, Summer Conf B&A 1340, spring conf. B&A 200, Winter B&A 1120, TM Conf. 2000, misc webinar 200 \$5000 Execurtive Coach for Town Manager
5440	Service and Maintenance Contracts	300	Pitney Bowes - may be less
5549	Minor Equipment	2,850	Shredder 350; New monitor and chair for Manager \$1500
<b>Department Total: 4120 - Administration</b>		<b>\$ 473,702</b>	
<b>Department: 4130 - Finance</b>			
5122	Salaries and Wages-Regular	\$ 204,438	
5127	Salaries and Wages-Longevity	915	
5129	Cell phone allowance	480	
5134	Supplemental Retirement Income Plan	10,268	
5181	Social Security Contributions	15,710	
5182	LGERS Retirement Contribution	26,573	
5183	Medical, Vision and Dental Insurance	24,785	
5185	Unemployment compensation contribution	11	
5186	Workers Compensation Contribution	285	
5199	Professional Services-Other	8,000	
5260	Office Supplies and Materials	1,000	
5261	Dues and Subscription	2,000	
5312	Travel-Meals and Lodging	5,000	
5370	Advertising	100	
5383	Computer Software	15,000	DebtBook
5395	Training	2,000	
5549	Minor Equipment	4,000	Desk, chair & new printer for new employee
<b>Department Total: 4130 - Finance</b>		<b>\$ 320,565</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 4140 - Human Resources</b>			
5122	Salaries and Wages-Regular	\$ 89,368	
5127	Salaries and Wages-Longevity	1,313	
5129	Cell phone allowance	480	
5134	Supplemental Retirement Income Plan	4,534	
5181	Social Security Contributions	6,937	
5182	LGERS Retirement Contribution	11,734	
5183	Medical, Vision and Dental Insurance	8,262	
5185	Unemployment compensation contribution	10	
5186	Workers Compensation Contribution	150	
5187	Health reimbursement account	40,000	
5188	Employee assistance program	10,209	EAP - \$2,100; FEAP - \$8,109
5189	Employee wellness program	1,497	Burnalong App - \$1497
5199	Professional Services-Other	21,500	(JazzHR, Express Evaluations, Probenefits, Flores) - \$8,500; Pay and Class Study - \$ 13,000
5231	Training	1,500	OMPO, IPMA, UNC SOG class
5260	Office Supplies and Materials	500	
5261	Dues and Subscription	150	
5312	Travel-Meals and Lodging	1,000	
5371	Public Relations	1,500	
5398	Employee education assistance	4,000	
5549	Minor Equipment	1,000	
<b>Department Total: 4140 - Human Resources</b>		<b>\$ 205,644</b>	
<b>Department: 4150 - Legal</b>			
5126	Salaries and Wages-Temporary and Part Time	\$ 10,800	
5181	Social Security Contributions	826	
5186	Workers Compensation Contribution	10	
5192	Professional Services - Legal	75,000	
5192.01	Professional services - Lobbying	75,000	
<b>Department Total: 4150 - Legal</b>		<b>\$ 161,636</b>	
<b>Department: 4190 - Town Hall</b>			
5210	Household and Cleaning Supplies	\$ 3,300	
5321	Telephone Service	1,000	
5322	Internet and cable television services	2,000	
5331	Electricity	23,000	
5331.02	Leased Lighting	2,400	
5334	Water and Sewer	4,000	
5336	Trash Removal & Recycling Pick-up	2,000	
5351	Repairs and Maintenance - Building and Grounds	12,000	
5354	Grounds, turf and field maintenance	12,000	
5549	Minor Equipment	2,900	White board for Camp Butner Room - \$500; Additional monitor in Council Room - \$1,400
<b>Department Total: 4190 - Town Hall</b>		<b>\$ 64,600</b>	
<b>Department: 4191 - Landscape &amp; Beautification</b>			
5311	Other supplies	\$ 1,000	Banners
5351	Repairs and Maintenance - Building and Grounds	5,000	
5359	Other Repairs and Maintenance	1,500	
5439	Rent of Equipment	3,000	Lift to put up banners
5549	Minor Equipment	5,000	Misc. - \$2000; Trash cans for new sidewalk - \$3000
<b>Department Total: 4191 - Landscape &amp; Beautification</b>		<b>\$ 15,500</b>	
<b>Department: 4192 - Christmas Decorations</b>			
5263	Christmas Decorations	\$ 3,500	
5293	Shop Supplies	1,000	Zip ties, drop cords, etc.
5331	Electricity	4,000	
5439	Rent of Equipment	4,000	Lift rental
<b>Department Total: 4192 - Christmas Decorations</b>		<b>\$ 12,500</b>	
<b>Department: 4193 - EMS Building</b>			
5331	Electricity	\$ 1,100	
5351	Repairs and Maintenance - Building and Grounds	1,000	Prune oak trees overhanging building
<b>Department Total: 4193 - EMS Building</b>		<b>\$ 2,100</b>	



## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 4194 - 600 Central Ave. Property</b>			
5331	Electricity	\$ 1,000	
5334	Water and Sewer	1,200	
5351	Repairs and Maintenance - Building and Grounds	1,000	
<b>Department Total: 4194 - 600 Central Ave. Property</b>		<b>\$ 3,200</b>	
<b>Department: 4195 - Non-Departmental</b>			
5251	Motor Fuel and Oil	\$ 250	
5357	Stormwater fees	9,500	
5420.04	Lease financing principa; - 87	2,400	
5420.05	Non-lease component - 87	41	
5439	Rent of Equipment	3,194	
5451	Property and Liability Insurance	135,000	
<b>Department Total: 4195 - Non-Departmental</b>		<b>\$ 150,385</b>	
<b>Department: 4196 - Umstead Corrections Property</b>			
5251	Motor Fuel and Oil	\$ 800	
5261	Dues and Subscription	240	
5351	Repairs and Maintenance - Building and Grounds	1,000	
5357	Stormwater fees	1,859	
<b>Department Total: 4196 - Umstead Corrections Property</b>		<b>\$ 3,899</b>	
<b>Department: 4197 - ADA Transition Plan</b>			
5351	Repairs and Maintenance - Building and Grounds	\$ 20,000	Sidewalk in front of BPS/grading BPS parking lot
<b>Department Total: 4197 - ADA Transition Plan</b>		<b>\$ 20,000</b>	
<b>Department: 4210 - Information Technology</b>			
5383	Computer Software	\$ 154,742	NWS software - \$24,742; conversion to Tyler encode - 130,000
5384	Computer Hosting	60,000	VC3 hosted desktop & VOIP
<b>Department Total: 4210 - Information Technology</b>		<b>\$ 214,742</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 4310 - Public Safety</b>			
5122	Salaries and Wages-Regular	\$ 451,997	
5123	Salaries and wages - LEO	2,528,604	
5126	Salaries and Wages-Temporary and Part Time	19,044	
5127	Salaries and Wages-Longevity	36,571	
5129	Cell phone allowance	2,400	
5131	Separation allowance - LEO	106,269	
5133	Special retirement income plan - LEO 401(k)	123,334	
5134	Supplemental Retirement Income Plan	27,449	
5181	Social Security Contributions	232,270	
5182	LGERS Retirement Contribution	417,361	
5183	Medical, Vision and Dental Insurance	346,992	
5185	Unemployment compensation contribution	250	
5186	Workers Compensation Contribution	80,000	
5193	Professional Services-Medical	3,500	New hires, random drug testing
5199	Professional Services-Other	400	\$250 Shredding, Firefighter Crim Hx Check
5210	Household and Cleaning Supplies	2,000	
5211	Awards	400	
5212	Uniforms	20,000	
5213	Security and safety supplies	59,066	Body armor - \$8400; Turnout gear - \$15,300; Ammo for qualification \$1,200; Camera system for interrogation room \$5,000; Forestry grant - \$5,000; Rifles - \$7,500; Ballistic helmets - \$2031; Ballistic plate vest - \$1515; Fire helmets - \$3,800; Spike strips - \$2720; Fire pagers for volunteers - \$1600; Misc - \$10,000
5214	K9 supplies	5,000	vet care, food, refresh used supplies
5220	Food and Provisions	1,000	
5231	Training	11,500	
5250	Oils & Lubricants	500	DEF Fluid, 2 cycle oil, spare motor oil.
5251	Motor Fuel and Oil	95,500	Gasoline-Current price \$2.47/gal. Request is based on \$3.60/gallon Diesel estimating \$1500/month
5252	Tires and Tubes	9,000	
5260	Office Supplies and Materials	3,000	
5261	Dues and Subscription	1,000	
5291	Data Processing Supplies	250	citation paper
5292	Small Tools & Equipment	1,000	
5311	Other supplies	1,500	kitchen supplies for EOC preparation.
5312	Travel-Meals and Lodging	4,500	Fire colleges have been shown to get employees their FFII faster than traditionally done.
5313	Travel - mileage	500	
5314	Travel - prisoner transportation	500	
5321	Telephone Service	10,200	
5322	Internet and cable television services	12,000	Adding 12 mifs if we are awarded the grant
5325	Postage	1,200	
5331	Electricity	18,000	
5333	Natural Gas	3,000	
5334	Water and Sewer	4,000	
5336	Trash Removal & Recycling Pick-up	800	
5341	Printing	500	
5351	Repairs and Maintenance - Building and Grounds	25,000	The building is getting older
5352	Repairs and Maintenance - Equipment	15,000	Ladder Testing
5353	Repairs and Maintenance - Vehicles	75,000	Ladder #1 will still be in use, labor and parts have increased, Engine #2 is getting older
5354	Grounds, turf and field maintenance	800	
5371	Public Relations	3,000	National Night Out; Fire Prevention Week
5383	Computer Software	8,860	Southern Software (\$4416) Fire Programs(\$2766), TLO (\$1680)
5384	Computer Hosting	123,000	VC3 increased
5391	Legal Advertising	500	Smoke Alarm Grant advertising; Advertising surplus property for sale; Etc.
5439	Rent of Equipment	500	
5440	Service and Maintenance Contracts	12,500	Generator fuel tank; HVAC units; Pest control; SafeAir Systems \$1038.07, DCI, Triangle Elevator
5498	Undercover investigations	2,000	Cell phone investigations; tower dumps; UC finds
5520	Computer Equipment	2,000	
5549	Minor Equipment	5,000	Replace chairs in kitchen, small training room, PSO room, and Conference Room
<b>Department Total: 4310 - Public Safety</b>		<b>\$ 4,915,517</b>	
<b>Department: 4311 - BPS Training Center</b>			
5210	Household and Cleaning Supplies	\$ 400	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
5292	Small Tools & Equipment	1,000	
5322	Internet and cable television services	1,000	
5331	Electricity	3,800	
5334	Water and Sewer	1,200	
5351	Repairs and Maintenance - Building and Grounds	2,000	
5352	Repairs and Maintenance - Equipment	1,000	
5354	Grounds, turf and field maintenance	850	
5440	Service and Maintenance Contracts	2,000	Equipment PM (\$1200) and exterminating (\$360)
5549	Minor Equipment	2,000	
<b>Department Total: 4311 - BPS Training Center</b>		<b>\$ 15,250</b>	
<b>Department: 4510 - Public Works</b>			
5122	Salaries and Wages-Regular	\$ 273,270	
5126	Salaries and Wages-Temporary and Part Time	5,000	
5127	Salaries and Wages-Longevity	2,849	
5129	Cell phone allowance	2,280	
5134	Supplemental Retirement Income Plan	13,806	
5181	Social Security Contributions	21,506	
5182	LGERS Retirement Contribution	35,730	
5183	Medical, Vision and Dental Insurance	39,243	
5185	Unemployment compensation contribution	24	
5186	Workers Compensation Contribution	15,000	
5193	Professional Services-Medical	100	
5212	Uniforms	8,560	
5213	Security and safety supplies	500	
5251	Motor Fuel and Oil	20,000	
5252	Tires and Tubes	7,000	\$7,000 turf tires for Massey Ferguson tractor
5260	Office Supplies and Materials	500	
5292	Small Tools & Equipment	3,000	
5293	Shop Supplies	4,000	
5294	Street Signs	1,200	
5322	Internet and cable television services	2,200	
5331	Electricity	4,100	
5331.01	Street Light Electricity	33,000	
5333	Natural Gas	1,600	
5334	Water and Sewer	1,700	
5338	Landfill Fees	1,000	
5351	Repairs and Maintenance - Building and Grounds	5,000	
5352	Repairs and Maintenance - Equipment	12,000	
5353	Repairs and Maintenance - Vehicles	10,000	
5355	Repairs and Maintenance - Streets	4,000	
5384	Computer Hosting	1,200	
5395	Training	2,000	
5491	Vehicle and license fees	1,200	tag fees for new vehicle
<b>Department Total: 4510 - Public Works</b>		<b>\$ 532,568</b>	
<b>Department: 4711 - Recycling Center</b>			
5336	Trash Removal & Recycling Pick-up	\$ 22,500	
5351	Repairs and Maintenance - Building and Grounds	2,000	
<b>Department Total: 4711 - Recycling Center</b>		<b>\$ 24,500</b>	
<b>Department: 4750 - Forestry &amp; Nursery</b>			
5199	Professional Services-Other	\$ 21,000	
5358	Tree damage	2,000	
<b>Department Total: 4750 - Forestry &amp; Nursery</b>		<b>\$ 23,000</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 4910 - Planning &amp; Zoning</b>			
5122	Salaries and Wages-Regular	\$ 157,985	
5126	Salaries and Wages-Temporary and Part Time	3,000	
5127	Salaries and Wages-Longevity	1,155	
5129	Cell phone allowance	341	Discuss with Jerry for 2 Cell phone allowances \$720 if approved 71 % GF 29 % Storm
5134	Supplemental Retirement Income Plan	7,957	
5181	Social Security Contributions	12,405	
5182	LGERS Retirement Contribution	20,593	
5183	Medical, Vision and Dental Insurance	17,597	
5185	Unemployment compensation contribution	10	
5186	Workers Compensation Contribution	4,000	
5199	Professional Services-Other	40,000	DFI \$ 37,200, Meeting minutes
5242	Code enforcement	1,000	
5260	Office Supplies and Materials	800	
5261	Dues and Subscription	12,400	Permitting software and training \$7000 for year one includes annual subscription, integration with GIS and GC County, and training. Annual subscription after year one is \$7000. Currently spend \$4500 as an add-on to New World. Also included in this total are AICP, APA, (475 for Mike, 350 for Katie), CZO subscription Urban Land Institute, Business NC, and Triangle Business Journal. Annual subscription for Abode Creative Cloud is 1050
5262	GIS	3,000	Add an additional license -- we can only use one at a time - this interferes with our work flow. IF we are approved for a Planning Tech, we'll definitely need 2.
5312	Travel-Meals and Lodging	2,000	CZO, NCAPA Board Training: hotels and meals in the coming fiscal year (cost of registration included under "Training").
5325	Postage	300	
5341	Printing	1,250	Reduced based on previous years' use
5352	Repairs and Maintenance - Equipment	1,000	Increase potential cost for plotter repairs
5370	Advertising	800	For public notices related to TC Umstead and other planning efforts, includes printing post cards, posters and postage and newspaper ads
5391	Legal Advertising	1,000	
5395	Training	3,350	Staff training and classes to maintain Planning, and Zoning certifications. Added funding for Board training (\$1250). \$85 per member per training: in addition to 2 staff, 10 Planning Board (\$1020) and 10 Board of Adjustment (\$1020). GIS is changing program and will require training for staff plus study materials (added \$1500).
5549	Minor Equipment	4,000	Desk printer for Katie; light meter for code enforcement. Office furniture for new employee.
<b>Department Total: 4910 - Planning &amp; Zoning</b>		<b>\$ 295,943</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 6121 - Butner Athletic Park</b>			
5122	Salaries and Wages-Regular	\$ 112,603	
5126	Salaries and Wages-Temporary and Part Time	50,000	
5127	Salaries and Wages-Longevity	1,397	
5134	Supplemental Retirement Income Plan	5,700	
5181	Social Security Contributions	21,456	
5182	LGERS Retirement Contribution	13,885	
5183	Medical, Vision and Dental Insurance	16,523	
5185	Unemployment compensation contribution	10	
5186	Workers Compensation Contribution	4,000	
5193	Professional Services-Medical	500	
5210	Household and Cleaning Supplies	6,000	
5212	Uniforms	2,500	
5213	Security and safety supplies	500	
5251	Motor Fuel and Oil	6,000	
5292	Small Tools & Equipment	1,400	
5293	Shop Supplies	1,200	
5322	Internet and cable television services	1,200	
5331	Electricity	25,000	
5331.02	Leased Lighting	14,500	
5334	Water and Sewer	22,000	
5336	Trash Removal & Recycling Pick-up	6,000	
5351	Repairs and Maintenance - Building and Grounds	15,000	regular maint \$15k,
5352	Repairs and Maintenance - Equipment	10,000	
5353	Repairs and Maintenance - Vehicles	5,000	
5354	Grounds, turf and field maintenance	39,000	turf, fertilizer, fire ant, celcius,
5370	Advertising	500	
5440	Service and Maintenance Contracts	3,500	
5549	Minor Equipment	6,000	Mound - \$4,000; Sprayer - \$1,000
<b>Department Total: 6121 - Butner Athletic Park</b>		<b>\$ 391,374</b>	
<b>Department: 6122 - D Street Ballfield</b>			
5331	Electricity	\$ 1,000	
5334	Water and Sewer	1,200	
5351	Repairs and Maintenance - Building and Grounds	300	Concession Building --may need a trash can
<b>Department Total: 6122 - D Street Ballfield</b>		<b>\$ 2,500</b>	
<b>Department: 6131 - Gazebo Park</b>			
5210	Household and Cleaning Supplies	\$ 1,500	
5331	Electricity	3,800	
5334	Water and Sewer	1,300	
5351	Repairs and Maintenance - Building and Grounds	6,000	
5354	Grounds, turf and field maintenance	4,000	
<b>Department Total: 6131 - Gazebo Park</b>		<b>\$ 16,600</b>	
<b>Department: 6150 - Lake Holt</b>			
5321	Telephone Service	\$ 450	
5336	Trash Removal & Recycling Pick-up	2,400	
5351	Repairs and Maintenance - Building and Grounds	9,000	Purchase paint this year, replace all cast iron waste lines in marina building next year
5354	Grounds, turf and field maintenance	1,500	Fire ant pesticide
<b>Department Total: 6150 - Lake Holt</b>		<b>\$ 13,350</b>	
<b>Department: 6160 - Soldier's Memorial Sports Arena</b>			
5210	Household and Cleaning Supplies	\$ 3,500	
5321	Telephone Service	1,000	
5322	Internet and cable television services	2,500	
5331	Electricity	10,000	
5333	Natural Gas	4,500	
5334	Water and Sewer	4,000	
5336	Trash Removal & Recycling Pick-up	1,800	
5351	Repairs and Maintenance - Building and Grounds	12,000	
5549	Minor Equipment	1,000	
<b>Department Total: 6160 - Soldier's Memorial Sports Arena</b>		<b>\$ 40,300</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 6175 - Special Events</b>			
5122	Salaries and Wages-Regular	53,064	
5129	Cell phone allowance	480	FY 24 -- \$480 cellphone
5134	Supplemental Retirement Income Plan	2,653	
5181	Social Security Contributions	4,059	
5182	LGERS Retirement Contribution	6,867	
5183	Medical, Vision and Dental Insurance	8,262	
5185	Unemployment compensation contribution	3	
5186	Workers Compensation Contribution	633	
5199	Professional Services-Other	11,504	
5260	Office Supplies and Materials	1,000	
5261	Dues and Subscription	500	
5312	Travel-Meals and Lodging	1,000	
5313	Travel - mileage	200	
5341	Printing	10,000	
5370	Advertising	3,000	
5371	Public Relations	500	
5383	Computer Software	300	
5395	Training	1,500	
5549	Minor Equipment	1,000	
5698	Special events	12,000	Projected Events: (4) Movie in the Park events, Back to School Bash, After Hours at Gazebo Park (street dance), Turkey Trot 5k, Wreath Making Workshop, Plant and Flower Pot Workshop for Creek Week, Polar Express + Decorate your own stocking event, Blood Drive, Galentines Paint workshop , Valentines Senior Social, Exotic Animal Show, Magic Show, Yoga in the Park, Art in the Park, Classic Car Cruise In/ Show.
5699.01	Chicken Pickin	4,925	
5699.02	Christmas Parade	1,007	candy
5699.03	Memorial Day Ceremony	1,300	Flyers, Posters, Invitations, Programs, Rubber Duckies, Flags, Essay Comp Money, etc.
5699.04	Veteran's Day Ceremony	1,000	For Rubber Ducks, Fidget Spinners, Flags, Etc.
5699.05	Fireworks	9,000	Split price with Creedmoor
5699.07	Easter Egg Hunt	1,000	1000 Easter Eggs (Possibly more depending on 2023 turn out), candy for eggs, toys for eggs, crafts, easter games, easter banner. This budget would allow me to prepare for any unexpected costs
5699.08	Senior Walkers Christmas Function	350	Food and beverage items to feed 40 people + utensils. I am asking for the same amount in case more people come and to account for the increase in food prices within the next year
5699.09	Community Camp Fire	1,100	Smores & Movie License
5699.10	Christmas in the Park	400	Budget for at least 200 bags of candy and 200+ Crafts
<b>Department Total: 6175 - Special Events</b>		<b>\$ 138,607</b>	



## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Department: 8110 - General Government</b>			
5540	Vehicles	\$ 58,390	PW truck ordered in 22-23
5550	Other Equipment	23,000	\$17,000 Mower; \$6,000 new AV equipment for Camp Buner Room
5580	Buildings and Improvements	20,000	Divide map room into two parts
<b>Department Total: 8110 - General Government</b>		<b>\$ 101,390</b>	
<b>Department: 8120 - Public Safety</b>			
5540	Vehicles	\$ 1,670,743	5 patrol vehicles & equipment \$337,902; Ladder truck ordered in FY 22-23 \$1,332,841
5550	Other Equipment	17,000	2 SCBA units
5580	Buildings and Improvements	46,000	\$35,000 Upstairs bathroom restoration, Electrical Installation to Evidence Shed \$11,000 includes electricity since it will be a separate service.
<b>Department Total: 8120 - Public Safety</b>		<b>\$ 1,733,743</b>	
<b>Department: 8170 - Cultural &amp; Recreation</b>			
5580	Buildings and Improvements	\$ 10,000	\$10,000 - replace gutters at BAP
5599	Other Structures and Improvements	16,000	\$10,000 - lighting relay panel at BAP; \$6,000 Lake Holt entrance sign
<b>Department Total: 8170 - Cultural &amp; Recreation</b>		<b>\$ 26,000</b>	
<b>Department: 9700 - Sales Tax</b>			
9700.100	State Sales Tax	\$ 50,000	
<b>Department Total: 9700 - Sales Tax</b>		<b>\$ 50,000</b>	
<b>Department: 9840 - Transfer to Capital Projects</b>			
5980	Transfer to Other Funds	\$ 25,000	TDA grant for stage
<b>Department Total: 9840 - Transfer to Capital Projects</b>		<b>\$ 25,000</b>	
<b>Department: 9842 - Transfer to CIP Fund</b>			
5980.42	Transfer to CIP Fund	\$ 440,000	Annual appropriation
<b>Department Total: 9842 - Transfer to CIP Fund</b>		<b>\$ 440,000</b>	
<b>Department: 9910 - Contingency</b>			
9910	Contingency	\$ 125,000	
<b>Department Total: 9910 - Contingency</b>		<b>\$ 125,000</b>	
<b>EXPENSES Total</b>		<b>\$ 10,732,625</b>	
<b>Fund REVENUE Total: 10 - General Fund</b>		<b>\$ 10,732,625</b>	
<b>Fund EXPENSE Total: 10 - General Fund</b>		<b>\$ 10,732,625</b>	
<b>Fund Total: 10 - General Fund</b>		<b>\$ -</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Fund: 11 - Powell Bill</b>			
<b>REVENUES</b>			
<b>Department: 0000 - Non-Departmental</b>			
3316	Powell Bill Entitlement	\$ 210,000	
3831	Investment Earnings	1,000	
<b>Department Total: 0000 - Non-Departmental</b>		<b>\$ 211,000</b>	
<b>REVENUES Total</b>		<b>\$ 211,000</b>	
<b>EXPENSES</b>			
<b>Department: 4510 - Public Works</b>			
5355	Repairs and Maintenance - Streets	\$ 211,000	
<b>Department Total: 4510 - Public Works</b>		<b>\$ 211,000</b>	
<b>EXPENSES Total</b>		<b>\$ 211,000</b>	
Fund REVENUE Total: 11 - Powell Bill		\$ 211,000	
Fund EXPENSE Total: 11 - Powell Bill		\$ 211,000	
<b>Fund Total: 11 - Powell Bill</b>		<b>\$ -</b>	
<b>Fund: 21 - Local Vehicle Tax - Streets</b>			
<b>REVENUES</b>			
<b>Department: 0000 - Non-Departmental</b>			
3103	Local Vehicle Tax	\$ 30,000	
3196	Collection fee - motor vehicle taxes	(150)	
<b>Department Total: 0000 - Non-Departmental</b>		<b>\$ 29,850</b>	
<b>REVENUES Total</b>		<b>\$ 29,850</b>	
<b>EXPENSES</b>			
<b>Department: 4500 - Transportation</b>			
5355	Repairs and Maintenance - Streets	\$ 29,850	
<b>Department Total: 4500 - Transportation</b>		<b>\$ 29,850</b>	
<b>EXPENSES Total</b>		<b>\$ 29,850</b>	
Fund REVENUE Total: 21 - Local Vehicle Tax - Streets		\$ 29,850	
Fund EXPENSE Total: 21 - Local Vehicle Tax - Streets		\$ 29,850	
<b>Fund Total: 21 - Local Vehicle Tax - Streets</b>		<b>\$ -</b>	

## Town of Butner FY 23-24 Proposed Budget

Account Number	Account Description	2024 Recommended	Requested Comments
<b>Fund: 62 - Stormwater Fund</b>			
<b>REVENUES</b>			
<b>Department: 0000 - Non-Departmental</b>			
3108	Interest on Delinquent Taxes	\$ 500	
3109	Discounts	(3,500)	
3195	Collections Contract	(6,500)	
3492	Stormwater Watershed Protection	5,000	
3750	Stormwater fees	375,000	
3831	Investment Earnings	80,000	
3991	Fund Balance Appropriated	236,697	
<b>Department Total: 0000 - Non-Departmental</b>		<b>\$ 687,197</b>	
<b>REVENUES Total</b>		<b>\$ 687,197</b>	
<b>EXPENSES</b>			
<b>Department: 7510 - Stormwater - Administrative exp.</b>			
5122	Salaries and Wages-Regular	\$ 64,529	
5127	Salaries and Wages-Longevity	472	
5129	Cell phone allowance	101	discuss with Jerry re: Katie cell phone 29 % Stormwater/ 71% General Fund
5134	Supplemental Retirement Income Plan	3,250	
5181	Social Security Contributions	4,973	
5182	LGERS Retirement Contribution	8,411	
5183	Medical, Vision and Dental Insurance	7,188	
5192	Professional Services - Legal	7,500	Anticipation of uptick in development plans requiring
5194	Professional Services - Architect, Engineering & Surveying	70,000	Design of Town Hall SCM (\$60,000); assistance from Raftelis with federal and state accounting and data collection (\$10,000)
5199	Professional Services-Other	63,353	Granville Co. shared services - \$36,137; IAIA - \$23,393
5261	Dues and Subscription	19,654	Include CWEP FY 24 Membership - \$2435 & 150 for SWANC (Storm Water Association of NC)
5371	Public Relations	2,000	Brochures and posters for public events
5395	Training	1,500	Stormwater training and travel
<b>Department Total: 7510 - Stormwater - Administrative exp.</b>		<b>\$ 252,931</b>	
<b>Department: 7520 - Stormwater - operating exp.</b>			
5122	Salaries and Wages-Regular	\$ 75,428	
5127	Salaries and Wages-Longevity	760	
5129	Cell phone allowance	600	
5134	Supplemental Retirement Income Plan	3,809	
5181	Social Security Contributions	5,828	
5182	LGERS Retirement Contribution	9,859	
5183	Medical, Vision and Dental Insurance	10,327	
5292	Small Tools & Equipment	225	
5356	Repairs and maintenance - drainage	93,437	
<b>Department Total: 7520 - Stormwater - operating exp.</b>		<b>\$ 200,273</b>	
<b>Department: 8140 - Drainage Improvements</b>			
5599	Other Structures and Improvements	\$ 175,000	
<b>Department Total: 8140 - Drainage Improvements</b>		<b>\$ 175,000</b>	
<b>Department: 8190 - Depreciation</b>			
8190.460	Depreciation	\$ 23,993	
<b>Department Total: 8190 - Depreciation</b>		<b>\$ 23,993</b>	
<b>Department: 9800 - Transfer to Other Funds</b>			
5980.40	Transfer to Capita Projects Fund	\$ 35,000	Transfer to CP Fund to pay for stormwater related expenses for Gazebo Park stage project
<b>Department Total: 9800 - Transfer to Other Funds</b>		<b>\$ 35,000</b>	
<b>EXPENSES Total</b>		<b>\$ 687,197</b>	
<b>Fund REVENUE Total: 62 - Stormwater Fund</b>		<b>\$ 687,197</b>	
<b>Fund EXPENSE Total: 62 - Stormwater Fund</b>		<b>\$ 687,197</b>	
<b>Fund Total: 62 - Stormwater Fund</b>		<b>\$ -</b>	