

City of Mebane

Manager's Recommended Budget

Fiscal Year 2024-2025





BUDGET DEVELOPMENT

BUDGET MESSAGE

BUDGET HIGHLIGHTS

PROPOSED FEE SCHEDULE

PROPOSED CAPITAL OUTLAY

DEBT SCHEDULE

UTILITY OVERSIZING SCHEDULE

HISTORICAL SUMMARY OF PROPERTY TAX INFORMATION

LOCAL UTILITY RATE COMPARISON

SUMMARY OF FULL-TIME POSITIONS

CAPITAL IMPROVEMENT PLAN

DEPARTMENT AND FUND BUDGETS

BUDGET DEVELOPMENT

The annual operating budget provides a complete financial plan for the fiscal year, including estimates of anticipated revenues, debt proceeds, fund balances appropriated, and proposed appropriations for expenditures by fund. The City operates under an annual budget ordinance adopted by the City Council in accordance with the provisions of N.C.G.S. 159, also known as the Local Government Budget and Fiscal Control Act (LGBFCA). The City Council must adopt a balanced budget before the start of the fiscal year on July 1. The four phases of the budget development process are 1) preparation and requests, 2) adoption, 3) implementation, and 4) summary of transactions.

Preparation and Requests

Budget development commences with a collaborative kickoff meeting, uniting the City Manager, Finance Director, and Department Heads. This meeting serves as a platform for the Department Heads to receive the city's financial status and crucial instructions regarding submitting their requested budget, emphasizing their integral role in the process. Department Heads are responsible for estimating departmental expenditures and submitting their requests and proposed departmental budgets by early January.

During January and February, the City Manager, Assistant City Manager, Finance Director, and Human Resources Director meet with Department Heads to discuss their budget requests. During this time, the Finance Director develops revenue estimates and meets with the City Manager and Assistant City Manager to discuss budget priorities.

During March and April, Department Heads present their budget requests to the City Council, and the City Manager presents the budget status to receive feedback and direction. The Manager's Recommended Budget is presented to the City Council at their May meeting. Any direction the City Council provides is incorporated into the final budget presented to the City Council at its June meeting.

Adoption

At their June meeting, the City Council holds a public hearing on the budget and officially adopts it by approving a budget ordinance. The budget ordinance establishes the spending limits for each department in the upcoming fiscal year. The adopted budget document is a guide that provides the City Council and management staff with a mechanism for evaluating budgetary and organizational performance.

Implementation

Once the budget is adopted, departments can submit requisitions and obtain purchase orders from the Finance department. The purchase orders represent the amount each department spends for a specific item or service to perform town services. The implementation phase may include budget transfers and amendments throughout the fiscal year. Changes in revenues and expenditures can occur that require the budget to be amended or funds to be transferred between accounts to adjust to the changes. Transfers and amendments allow The City Council and the management staff to

proactively address changes in the economy or take advantage of unforeseen opportunities. Budget transfers and amendments must adhere to the balanced budget requirements and impose no additional tax levy liability on citizens.

Summary of Transactions

The final phase of the budget process involves reporting on all financial transactions throughout the fiscal year and performing a financial audit. The Finance Director prepares quarterly reports throughout the fiscal year so that the City Council and management can monitor the City's expenditures and revenues. At the end of the year, the Finance Director is responsible for generating an end-of-year report that details the City's expenditures and revenues for each fund. This is done with the help of an independent auditor who annually reviews the City's finances to certify that the final reports accurately represent the City's financial condition. The Annual Financial Information Report (AFIR) must be submitted to the NC Department of State Treasurer on or before October 31 of the following fiscal year. Current and past annual reports are available for citizen review at City Hall or online through the NC Department of State Treasurer website.



BUDGET MESSAGE

May 6, 2024

The Honorable Ed Hooks, Mayor
Members of the Mebane City Council

Dear Mayor Hooks and Mebane City Council,

The proposed budget for the fiscal year beginning July 1, 2024, has been submitted for your consideration. It has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act (G.S. 159-8(a)). The balanced budget identifies all revenue and expenditure estimates for Fiscal Year (FY) 2024-2025 per G.S. 159-8(b).

Multiple factors influence the annual Fiscal Year 2024-2025 (FY 24-25) budget process, including the condition of the national, state, and local economies and the needs and wants identified in our community by the City Council, their boards and commissions, staff, and citizens. Considering the external effects of the economy and the needs identified for our community, the proposed budget represents a significant amount of careful consideration and study for the City to meet its obligations, fulfill its goals, and remain fiscally healthy.

The City will receive bids on two large capital projects within three months: the Lake Michael dam spillway renovation and the Water Resource Recovery Facility expansion projects. Estimated debt payments for both projects are in the General Fund (spillway renovation) and the Utility Fund (WRRF expansion) FY 24-25 proposed budgets. Engineering estimates and current interest rates were used for the budget; however, soaring inflation and unpredictable interest rates may put these estimates to the test. The City will need yearly water and sewer rate increases to grow and maintain the WRRF and the utility system.

The unknown cost of these two large projects and modest growth in overall revenues have led to scaling back on other capital expenditures and delay in adding new full-time equivalents for the FY 24-25 budget. No property tax increase is recommended. However, a ten percent increase in water and sewer rates is proposed to support the Utility Fund.

In preparing the FY 24-25 Budget, City staff strived to develop a proactive budget to balance improving or maintaining current City programs and services with the challenging economic environment.

RECOMMENDED BUDGET

FY 24-25 Budget Highlights	
General Fund Expenditures	\$32,572,200
Utility Fund Expenditures	\$14,006,649
Occupancy Tax Special Revenue Fund Expenditures	\$158,550
Utility Capital Reserve Fund Transfers Out	<u>\$5,500,000</u>
Total Expenditures	\$52,237,399
General Capital Reserve Fund Revenue	\$915,864
Utility Capital Reserve Fund Revenue	\$3,512,000
*if SDF revisions are approved	
Property Tax Rate	\$0.37 per \$100 valuation <i>*\$.02 of the \$0.37 is transferred to the General Capital Reserve Fund</i>
Water Rates	<i>Inside City</i> \$8.32 per 1,000 gallons <i>Outside City</i> \$16.64 per \$1,000 gallons
Sewer Rates	<i>Inside City</i> \$8.93 per 1,000 gallons <i>Outside City</i> \$17.86 per 1,000 gallons <i>Water and Sewer Rates are 10% higher than FY 23-24</i>
Garbage/Recycling	\$8 per month per address <i>The rate is unchanged from FY 23-24</i>
Cost of Living Increase	4% <i>FY23-24 COLA was 6%</i>
Health Insurance Increase	3.58% for medical and 7.03% for dental <i>*The increase from FY22-23 to FY23-24 was .016% for medical.</i>
Retirement Rate Increase	General 24.10%; Law Enforcement 25.54% <i>*This is a 0.75% and 1.0% increase over FY 23-24</i> <i>Retirement rates are set by the N.C. State Treasurer</i>

General Fund

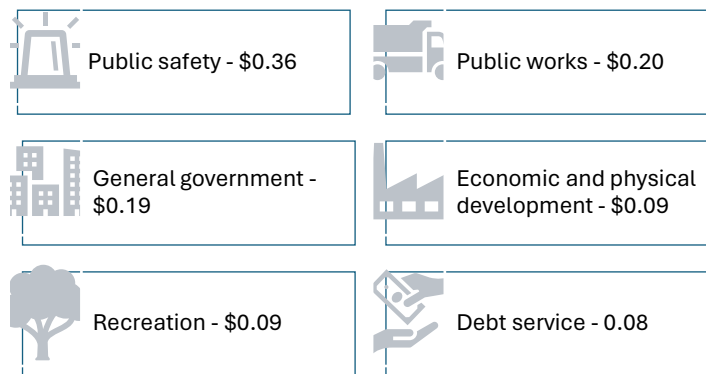
The General Fund accounts for resources not required legally or by sound financial management to be accounted for in other funds. The General Fund includes services that cannot be operated as a business enterprise and rely on property tax and other tax dollars as its primary source of revenue. The FY 24-25 Recommended Budget for the General Fund totals \$32,572,200, which is 1.5 percent lower than the FY 23-24 original budget and 17.8 percent lower than the current (amended) FY 23-24 budget as of April 19, 2024. The FY 23-24 original budget appropriated \$2,797,463 in fund balance, and the amended budget appropriated \$5,886,231. Lower than expected revenues in FY23-24 could result in using a portion of the original fund balance appropriation, and the purchases and projects funded by the amended appropriation may also be

spent by the City in FY23-24.

General Fund Expenditures

Mebane's population continues to grow rapidly, with the 2020 Census showing a 56.21 percent increase in total population from 2010 to 2020. From 2020 to 2023, the population grew another 19 percent to 19,338. The new growth brings about increasing demands on City services. To keep pace with this demand for current services and deliver new services, the City must provide the necessary resources in the budget. These resources include personnel, supplies, equipment, and investment in facilities and infrastructure, both old and new. The City of Mebane is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and to demonstrate good stewardship of public funds. The City's 16 General Fund departments and divisions can be grouped into six primary function areas. Over one-third of every dollar spent in the General Fund goes toward public safety, which includes police and fire services.

General Fund Function per Property Tax Dollar



\$0.36 \$0.20 \$0.19 \$0.09 \$0.09 \$0.08

When general fund expenditures are compared by type, there is a 17.8 percent decrease between the FY24-25 recommended budget and the FY23-24 amended budget. The decrease is largely due to the reduction in capital and transfers. The FY23-24 amended budget includes three fire engines, the Lebanon Rd. sidewalk and trail connector, the Community Park parking lot, and the Ruffin Street parking lot purchase. Capital on this scale is not in the recommended budget for

FY24-25. The transfers in the FY23-24 amended budget include the 2-cent tax transfer to the General Capital Reserve Fund and a transfer to the Holt Street Greenway capital project ordinance. The FY24-25 recommended budget includes the 2-cent tax transfer.

General Fund Expenditures by Type					
Type	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Personnel	\$12,666,865	\$16,025,572	\$16,694,987	4.2%	\$669,415
Operating	\$8,428,106	\$11,015,823	\$10,947,374	(0.6%)	(\$68,449)
Capital	\$2,607,308	\$7,063,669	\$1,489,471	(374.2%)	(\$5,574,198)
Transfers out	\$1,786,840	\$2,218,126	\$910,864	(143.5%)	(\$1,307,262)
Debt Service	\$1,779,396	\$2,035,812	\$2,529,504	24.3%	\$493,692
Total	\$27,268,515	\$38,359,002	\$32,572,200	(17.8%)	(\$5,786,802)

General Fund Department Budgets					
Department	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Council*	\$86,818	\$71,870	\$74,781	4.1%	\$2,911
Administration	\$1,121,603	\$1,430,254	\$990,167	(44.4%)	(\$440,087)
Human Resources**	\$0	\$0	\$445,644	100.0%	\$445,644
Finance	\$695,697	\$748,626	\$678,093	(10.4%)	(\$70,533)
IT***	\$913,853	\$1,713,081	\$1,715,953	0.2%	\$2,872
Economic Development	\$1,269,188	\$1,080,214	\$900,214	(20.0%)	(\$180,000)
Police	\$5,256,200	\$6,932,195	\$6,680,564	(3.8%)	(\$251,631)
Fire	\$4,216,855	\$7,230,682	\$4,995,471	(44.7%)	(\$2,235,211)
Planning	\$399,695	\$606,259	\$448,505	(35.2%)	(\$157,754)
Main Street Program*	\$142,098	\$0	\$0	0.0%	\$0
Inspections	\$789,871	\$1,002,275	\$985,962	(1.7%)	(\$16,313)
Engineering	\$445,500	\$445,500	\$455,000	2.1%	\$9,500
Public Works****	\$2,913,342	\$3,818,955	\$3,415,555	(11.8%)	(\$403,400)
Public Facilities	\$837,028	\$1,416,138	\$958,574	(47.7%)	(\$457,564)
Sanitation	\$1,754,074	\$2,575,978	\$2,001,909	(28.7%)	(\$574,069)
Recreation and Parks	\$2,269,584	\$3,863,498	\$2,973,274	(29.9%)	(\$890,224)
Non-Departmental	\$2,370,269	\$5,423,477	\$4,852,534	(11.8%)	(\$570,943)
Total	\$25,481,675	\$38,359,002	\$32,572,200	(17.8%)	(\$5,786,802)

*Some or all expenditures were moved to Non-Departmental in FY 23-24.

** The Human Resources Department was previously part of the Administration Department.

*** All citywide software license expenditures were moved to the IT department for FY 24-25.

**** Four full-time equivalents were moved from the Public Facilities Department to the Public Works Department.

General Fund Personnel Highlights

Department Heads requested eleven new positions and fourteen reclassifications for the FY24-25 budget. The positions requested include one Information Technology Specialist, three Police Officers, three Firefighters, one Sanitation Equipment Operator, one Human Resources Consultant, one Parks Operation & Maintenance Crew Leader, and one Recreation Supervisor of Athletics. The Recreation Supervisor of Athletics is a new position; however, it was created by reclassifying one Arts & Community Center Supervisor into a Recreation Supervisor of Athletics and a Recreation Program & Athletic Coordinator. The other reclassification requests include two Police Lieutenants to Police Captains, four Police Lieutenants to Police Sergeants, four Police Corporals to four Police Lieutenants, and three Fire Engineers to Fire Lieutenants.

The Recreation Supervisor for Athletics is the only new position in the Manager's Recommended Budget. The cost impact of this position is minimal since it is part of the reclassification of the Arts & Community Center Supervisor position. All reclassifications are in the Manager's Budget. The remaining requested positions are not in the budget due to very modest general fund revenue increases. Service levels will remain the same or slightly improve in FY24-25.

The budget includes a four percent increase in the cost of living, merit pay, and increases in benefits, as well as retirement costs.

General Fund Personnel Requests and Budget Recommendation

Department	Type of Request	Position Title	FY25 Cuts	FY24-25 Budget Recommendation
	Additional Position	Information Technology Specialist	93,665	-
IT Total			\$ 93,665	\$ -
	Additional Position	Parks Operation & Maintenance Crew Leader	80,485	-
	Reclassification	Recreation Program & Athletic Coordinator		5,446
	Reclassification	Recreation Supervisor for Athletics		5,446
Recreation and Parks Total			\$ 80,485	\$ 10,892
	Reclassification	Police Captain		7,061
	Reclassification	Police Captain		7,061
	Reclassification	Police Lieutenant		4,383
	Reclassification	Police Lieutenant		4,383
	Reclassification	Police Lieutenant		4,383
	Reclassification	Police Lieutenant		4,383
	Reclassification	Police Sergeant		2,663
	Reclassification	Police Sergeant		2,663
	Reclassification	Police Sergeant		2,663
	Reclassification	Police Sergeant		2,663
	Additional Position	Police Officer	81,727	-
	Additional Position	Police Officer	81,727	-
	Additional Position	Police Officer	81,727	-
Police Total			\$ 245,181	\$ 42,306
	Additional Position	Sanitation Equipment Operator	69,726	-
Sanitation Total			\$ 69,726	-
	Reclassification	Fire Lieutenant	-	4,065
	Reclassification	Fire Lieutenant	-	4,065
	Reclassification	Fire Lieutenant	-	4,065
	Additional Position	Firefighter	73,236	-
	Additional Position	Firefighter	73,236	-
	Additional Position	Firefighter	73,236	-
Fire Total			\$ 219,708	\$ 12,195
	Additional Position	Human Resources Consultant	97,245	-
Human Resources Total			\$ 97,245	\$ -
Grand Total			\$ 806,010	\$ 65,393

General Fund Capital Highlights

The most significant General Fund capital expense in FY24-25 is the Lake Michael Dam Spillway renovation project. The project is in a Capital Project Ordinance; however, the debt payments are budgeted in the General Fund at an estimated cost of \$555,253 in FY24-25. This budget document's Capital Improvement Plan (CIP) section includes additional information about capital projects. Below are some significant capital projects included in the FY24-25 Recommended Budget. They are all related to General Fund activities and may be included in the General Fund budget or transferred to a capital project ordinance during the year. The plan is to issue \$360,084 of debt to purchase three police replacement vehicles and one bucket truck replacement for the Public Works department. The City's debt schedules are in this budget document.

- *Mebane Arts & Community Center roof renovation - \$423,000*
- *Replace three police vehicles - \$240,084*
- *Old Rec gym floor restoration - \$175,000*
- *Replace a bucket truck for Public Works - \$120,000*
- *Pull-behind leaf vacuum trailer (used) - \$80,000*
- *Asphalt hot box - \$62,000*
- *Dark Fiber setup - \$60,000*
- *Sidewalk – S. Eighth St. to Fifth St. Park via Arrowhead Villas – Construction - \$55,000*

Project Title	FY 24-25	
	FY24-25 Budget Request Cuts	Recommended Budget
Dark Fiber Setup		60,000
Fire Wall Upgrade		42,000
Fat Pipe Implementation	20,000	14,000
City Hall Copier Replacement		8,387
IT Total	\$ 20,000	\$ 124,387
Lake Michael Spillway Renovation		6,273,468
MACC Roof Renovation		423,000
Old Rec Gym Floor Restoration		175,000
Lake Michael Trail Expansion	100,000	
Replacement of Work Truck #50	45,000	
Lebanon Rd. Trail Connector Paving		35,000
Replacement platform and stairs at MACC	16,000	
Community Park Nets and Fence Replacement		18,000
Zero Turn Mower Replacement		15,000
Flag Pole Additions for Community Park and		12,000
Building Storage Renovation for Old Rec	24,500	
Rec & Parks Total	\$ 185,500	\$ 6,951,468
New Patrol Vehicle & Equipment	255,008	
Replace Existing Patrol Vehicles - reduced per	100,027	240,084
Special Event Traffic Control Trailer	25,000	
Police Total	\$ 380,035	\$ 240,084

Project Title	FY 24-25	
	FY24-25 Budget Request Cuts	Recommended Budget
PW-060 Bucket Truck Replacement (2000) Used		120,000
New two bay addition to storage building -	25,000	
Boom mower		25,000
PW& PUD new equipment shelters - design	30,000	
Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction		55,000
Asphalt hot box		62,000
John Deere 930 m Zero Turn Mower		15,000
Public Works Total	\$ 55,000	\$ 277,000
Carbon monoxide exhaust system (2 items) -		24,000
Sidewall exhaust fan - garage bay		10,000
Library HVAC RTU #3 unit replacement		18,000
Public Facilities Total	\$ -	\$ 52,000
New Knuckle boom Truck	259,000	
Pull-behind leaf vacuum trailer (Used)		80,000
Sanitation Total	\$ 259,000	\$ 80,000
Plymovent Exhaust Management System Station	150,000	-
Plymovent Exhaust Management System Station	120,000	-
MSA E600+ Thermal Camera - 2 needed		23,000
MSA RescueAire - 2 needed		15,000
Hurst SC 758 E3	11,500	-
Fire Total	\$ 281,500	\$ 38,000
Grand Total	\$ 1,181,035	\$ 7,762,939

Outside Agencies

Outside agencies are a minor part of the budget appropriations; however, these agencies provide essential services and improved quality of life for the citizens of Mebane. In the past, the General Fund paid these organizations' allocations, which the City Council granted. Due to the nature of the organizations, the Special Revenue Fund for Occupancy Tax will pay part of the allocations for specific agencies, as shown in the table below.

- The City has long funded the Mebane Historical Museum to operate the museum and maintain a cultural record of the City's history. Museum staff requested a \$8,000 increase to help fund operations.
- The Alamance County Arts Council provides the City with Musical Chairs, art exhibits at the MACC, and public art sculptures. The Arts Council did not request an increase.
- The volunteer Train Group continues upgrading the Tommy Long Train Collection, a top-rated attraction. The Group did not request an increase.
- The Alamance County Transportation Authority (ACTA) provides medical and human service transportation to Mebane residents. ACTA did not request an increase.
- United Way provides 211 services to our citizens with emergency needs for housing, food, utilities, mental health issues, and other household needs. No increase was requested.
- The Downtown Mebane Development Corporation's (DMDC) mission is to facilitate the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane. The Corporation requested an \$18,000 increase.

Outside Agencies							
Agency	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY24-25	FY24-25	FY24-25 Total Recommended Budget	Percent Change	
			Recommended General Fund Budget	Recommended Special Revenue Fund Budget			
Mebane Historical Museum Subsidy	\$39,700	\$43,700	\$43,700	\$8,000	\$51,700	18%	
Tommy Long Train Display	\$8,606	\$10,000	\$10,000	\$0	\$10,000	0%	
Alamance County Arts Council	\$10,000	\$10,000	\$10,000	\$0	\$10,000	0%	
ACTA Subsidy	\$6,500	\$6,500	\$6,500	\$0	\$6,500	0%	
United Way 211	\$5,000	\$5,000	\$5,000	\$0	\$5,000	0%	
Downtown Mebane Development Corp.	\$100,000	\$100,000	\$100,000	\$18,000	\$118,000	18%	
Total	\$169,806	\$175,200	\$175,200	\$26,000	\$201,200	15%	

General Fund Revenues

Ad Valorem Taxes

Property taxes constitute 51.6% of the City's estimated FY24-25 revenues. The \$16,809,858 estimate includes real property, personal property (registered motor vehicle and non-registered motor vehicle, machinery, and equipment), delinquent taxes expected to be collected, and tax

discounts for early payment. The current tax rate is 0.37 cents per \$100 of taxable property valuation, and no change is in the budget.

Beginning in FY23-24, the Council voted to set aside the equivalent of two cents of collected property tax revenues for future projects, including a new Police Station, Fire Station 4, and recreation projects. The Council created the General Capital Reserve Fund in FY23-24 to segregate the funds for these projects. Two cents of the FY24-25 expected property tax revenue equals \$910,864, the transfer amount to the General Capital Reserve Fund in the current budget recommendation. The estimated General Capital Reserve Fund balance on June 30, 2024 is \$842,751.

Local Option Sales Tax

Sales tax represents the City's second-largest revenue source in the General Fund at an estimated \$6,957,734 million (21.4 percent). The State of North Carolina collects and distributes sales tax to the local units on a proportional population basis in Alamance and Orange Counties. Sales tax revenues have slowed during FY23-24, likely due to inflation and rising interest rates. The FY 24-25 sales tax estimate reflects this trend, with a reduction of 2.3 percent as compared to the current budget and a 1.3 percent increase over the end-of-year projections.

Fund Balance Appropriation

Fund balance is the amount of assets in excess of liabilities in a given fund. Five components of fund balance are essential to understand, especially when faced with challenges or opportunities that require an appropriation from fund balance. The City Council cannot use the non-spendable and restricted portion of the fund balance for appropriation. The City Council can use the unrestricted portion of the fund balance, which includes the committed, assigned, and unassigned portions of the fund balance, for appropriation. The total fund balance as of June 30, 2023, was \$20,978,011, with \$6,191,378 restricted, \$2,797,463 appropriated for the FY23-24 budget, and \$11,989,170 unrestricted and unappropriated.

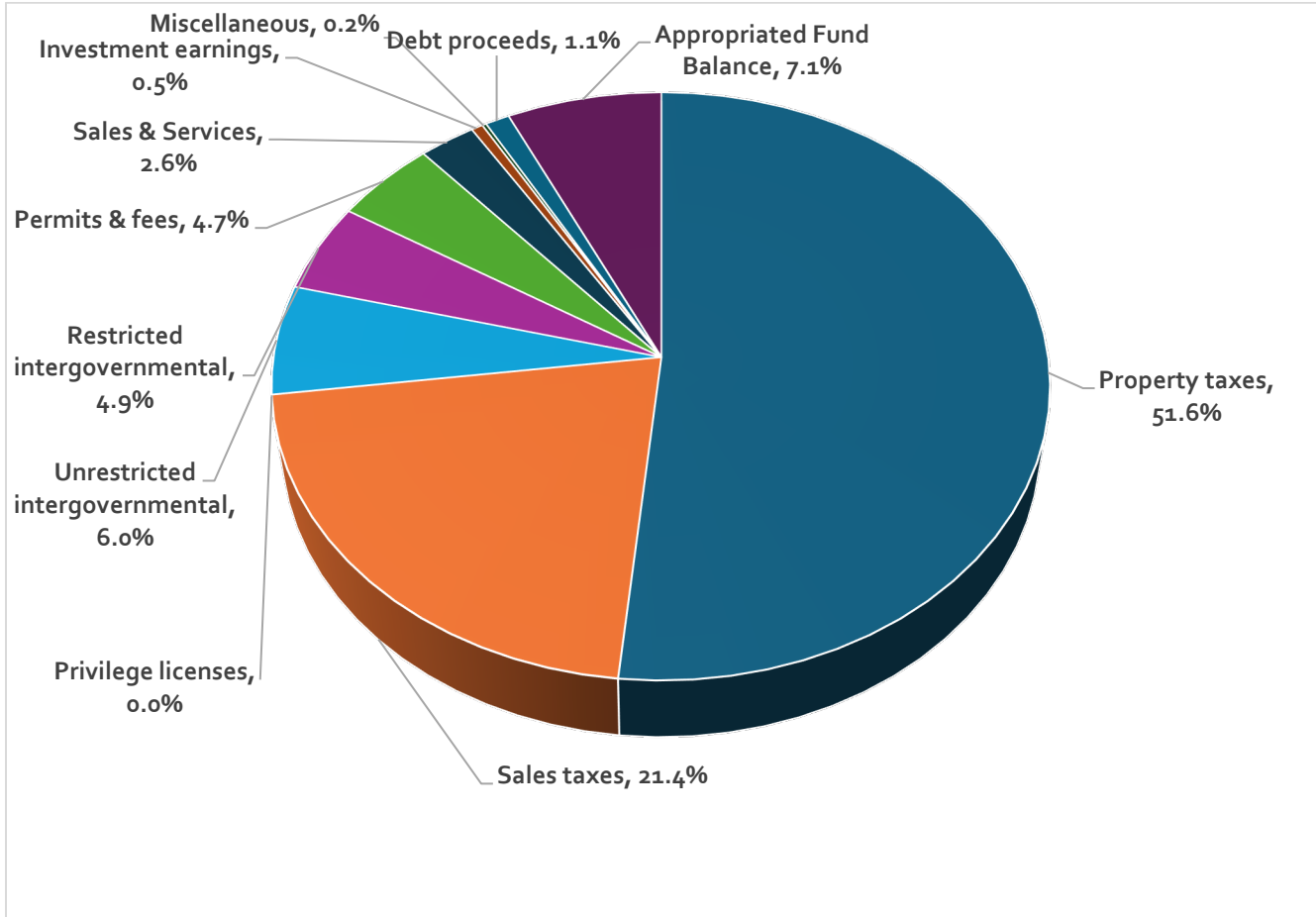
The restricted fund balance includes accounts payable as of June 30, 2023, and \$1,568,430 in purchase orders rolled over to FY23-24 to be paid from the appropriated fund balance. The purchase orders rolled over include debt proceeds received in a prior fiscal year and included in the fund balance for a fire engine for \$583,277. The breakdown of fund balance appropriations during FY23-24 is in the chart below. Many of the purchase orders and projects shown in the chart have been fully expended or started in FY23-24, and therefore, the fund balance may be used due to some revenues coming in under budget.

FY2023-2024	As of 4.26.24	Category Appropriated
Beginning Appropriated Fund Balance	\$ 2,797,463	Assigned - unrestricted
Rollover of FY23 Purchase Orders	985,153	Restricted
Rollover of FY21 PO for Fire Engine to be paid with debt proceeds in fund balance	583,277	Restricted
Carryforward from FY23 for the East Graham Stormwater Project	34,500	Unassigned - unrestricted
Carryforward from FY23 for the Public Works Expansion Study	22,500	Unassigned - unrestricted
Carryforward from FY23 for the Fiddler Stage	2,000	Unassigned - unrestricted
Lebanon Rd. Sidewalk & Trail Connector	222,169	Unassigned - unrestricted
Holt Street Greenway	1,274,946	Unassigned - unrestricted
Ruffin Street Lot	227,500	Unassigned - unrestricted
Community Park parking lot	220,000	Unassigned - unrestricted
Lebanon Rd. Sidewalk & Trail Connector	100,000	Unassigned - unrestricted
Ending Appropriated Fund Balance	\$ 6,469,508	

The City evaluates any decision to use fund balance carefully. Per the City's Fund Balance Policy, the unrestricted fund balance cannot fall below 33% of budgeted expenditures and transfers, which equals \$9,573,383 for FY23-24. We are not expecting the unrestricted fund balance to drop below this amount as of June 30, 2024. Therefore, the FY24-25 recommended budget includes a fund balance appropriation of \$2,300,000. Per discussions at the budget work sessions, city staff has lowered this appropriation from the current FY23-24 use and plans to continue to reduce its initial use in forthcoming budgets.

General Fund Revenues and Other Funding Sources					
	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Revenues					
Property taxes	\$13,691,894	\$15,579,883	\$16,809,858	7.9%	1,229,975
Sales taxes	\$6,295,278	\$7,107,700	\$6,957,734	(2.2%)	(149,966)
Privilege licenses	\$945	\$900	\$900	0.0%	0
Unrestricted intergovernmental	\$1,939,261	\$1,817,300	\$1,959,150	7.8%	141,850
Restricted intergovernmental	\$1,508,594	\$1,627,101	\$1,587,618	(2.5%)	(39,483)
Permits & fees	\$1,878,503	\$1,919,910	\$1,523,704	(26.0%)	(396,206)
Sales & Services	\$752,683	\$816,338	\$840,136	2.9%	23,798
Investment earnings	\$222,281	\$20,000	\$172,000	760.0%	152,000
Miscellaneous	\$264,941	\$227,700	\$61,016	(273.2%)	(166,684)
Total revenues	\$26,554,380	\$29,116,832	\$29,912,116	2.7%	795,284
Other financing sources					
Transfers in	\$0	\$0	\$0	N/A	0
Debt proceeds	\$916,006	\$2,772,662	\$360,084	(670.0%)	(2,412,578)
IT subscriptions agreement	\$48,129	\$0	\$0	N/A	0
Appropriated Fund Balance	\$0	\$6,469,508	\$2,300,000	(181.3%)	(4,169,508)
Total other financing sources	964,135	\$9,242,170	\$2,660,084	(247.4%)	(6,582,086)
Total revenues & other financing sources	\$27,518,515	\$38,359,002	\$32,572,200	(17.8%)	(5,786,802)

General Fund Revenues and Other Financing Sources FY24-25



General Capital Reserve Fund

Beginning in FY23-24, the City Council voted to set aside the equivalent of two cents of collected property tax revenues for future projects, including a new Police Station, Fire Station 4, and recreation projects. The Council created the General Capital Reserve Fund in FY23-24 to segregate the funds for these projects. Two cents of the FY24-25 expected property tax revenue equals \$910,864, the transfer amount to the General Capital Reserve Fund in the current budget recommendation.

General Capital Reserve Fund Revenues and Other Financing Sources					
	FY 2022-2023 Actual*	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Transfer from General Fund	\$0	\$840,317	\$910,864	8.4%	\$70,547
Interest Earnings	\$0	\$0	\$5,000	100.0%	\$5,000
Total revenues	\$0	\$840,317	\$915,864	9.0%	\$75,547
Other financing sources (uses)					
Transfers out	\$0	\$0	\$0		\$0
Total revenues & other financing sources (uses)	\$0	\$840,317	\$915,864	9.0%	\$75,547

* This fund was established in FY 23-24.

Special Revenue Fund – Occupancy Tax

The City Council passed an ordinance at the April 2024 meeting creating and levying a 3% municipal room and occupancy tax. Two-thirds of the tax revenues, less the cost of administering and collecting the tax, must be spent to promote travel and tourism, and the remaining one-third is for tourism-related expenditures. A separate Special Revenue Fund is the optimal way to separate these tax proceeds. If the City Council passes a resolution at the May 2024 meeting authorizing the creation of a Special Revenue Fund for Occupancy Tax, the recommended budget is in the table below.

Occupancy Tax Special Revenue Fund						
	FY 2022-2023 Actual*	FY 2023-2024 Amended Budget *	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance	
Occupancy Tax Revenues	\$0	\$0	\$158,550	100.0%	\$158,550	
Interest Earnings	\$0	\$0	\$0	0.0%	\$0	
Total revenues	\$0	\$0	\$158,550	100.0%	\$158,550	
Expenditures						
Collection fees	\$0	\$0	\$7,550	100%	\$7,550	
Travel and tourism promotion	\$0	\$0	\$100,667	100%	\$100,667	
Tourism-related expenditures	\$0	\$0	\$50,333	100%	\$50,333	
Total expenditures	\$0	\$0	\$158,550	100.0%	\$158,550	

* FY 24-25 is the first year for this fund.

Utility Fund

The City of Mebane operates one fund as an enterprise – the Utility Fund. Enterprise funds provide governmental services that can operate similarly to a business and are self-sufficient with user rates that generate all revenues to cover expenditures.

The Utility Fund comprises all revenues and expenditures that result from the City's water and sewer utility operations. Customer fees generate enough income to support the fund entirely. The FY 24-25 Recommended Budget for the Utility Fund totals \$14,006,649, a 12.3 percent increase from the FY 23-24 Amended Budget as of April 19, 2024, and a 17.8 percent increase from the FY 23-24 Original Budget.

Utility Fund Expenditures and Capital Highlights

The FY 24-25 Utility Fund Budget reflects an overall increase primarily due to an interest-only payment of \$1,219,809 for the Water Resource Recovery Facility Expansion debt. The expansion project will go out to bid on June 14, 2024, with the bid opening scheduled for August 15. A recommendation to award a tentative contract will come before the City Council at the September 9 meeting. Staff will attempt to propose alternatives if bids are too high or interest rates increase. The Local Government Commission (LGC) approval is expected on September 10, and revenue bonds are scheduled to be sold on September 11, pending the Council's and the LGC's approval.

The expected overall cost of the project is \$75,000,000, with construction costs being approximately \$63 to \$64 million. The City has an American Rescue Plan (ARP) grant from the North Carolina Department of Environmental Quality (NCDEQ) for \$11,925,000 and \$5,182,658 in cash from using the ARP funds received directly from the Federal Government for revenue replacement. The remainder to finance is \$57,892,342, which is still a large debt issuance. At an estimated interest rate of 5 percent over a 25-year term, the average annual payment is \$4,088,306 per annum. To reduce this amount, the recommended budget of the Utility Capital Reserve Fund includes a fund balance appropriation of \$5.5 million. The City is in the early stages of working with the NCDEQ to tap into the \$3.0 million NC Budget appropriation for another \$2.1 million to use for the WRRF Expansion, further reducing the amount to finance. Utility capital reserve funds collected in FY23-24 will also be examined for use, as discussed at the April budget work session.

Recommended capital expenditures are 42.5% lower than the amended FY23-24 budget. The amended FY23-24 budget includes over \$300,000 for the West Ten Road Project. The recommended budget is conservative due to the unknown debt schedule for the WRRF Expansion project. Once the construction bid and debt results for the WRRF Expansion project are known, future budgets will revolve around meeting required debt covenants for the revenue bonds while balancing the other needs of the system.

Cost allocations from the General Fund are charged to the Admin, Billing & Meters department in the Utility Fund. Beginning in FY24-25, the Information Technology department in the General Fund manages all software licenses. The software licenses for the Utility Fund are charged back through the Admin, Billing & Meters department rather than spread among the Utility Fund departments, as was the case in past years. This change is why there is a 24.3 percent increase in the Admin, Billing & Meters department and decreases in other departments.

In addition to the WRRF Expansion debt, the recommended budget includes debt proceeds of \$758,750 to fund a Vac truck and a backhoe.

Utility Fund Expenditures by Type					
Type	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Personnel	\$2,887,952	\$3,699,890	\$3,856,549	4.2%	\$156,659
Operating	\$3,789,483	\$5,533,919	\$5,602,940	1.2%	\$69,021
Capital	\$1,609,844	\$1,742,711	\$1,222,733	(42.5%)	(\$519,978)
Debt Service	\$1,490,977	\$1,491,369	\$3,324,427	122.9%	\$1,833,058
Total	\$9,778,256	\$12,467,889	\$14,006,649	12.3%	\$1,538,760

Utility Fund Department Budgets					
Department	FY 2022-2023 Actual	FY 2023-2024	FY 2024-2025	Percent Change	FY24-25 Variance
		Amended Budget	Recommended Budget		
Admin, Billing & Meters	\$1,154,877	\$1,627,360	\$2,023,616	24.3%	\$396,256
Operations & Maintenance	\$4,912,775	\$6,246,616	\$5,795,618	(7.8%)	(\$450,998)
Engineering	\$295,063	\$288,971	\$293,000	1.4%	\$4,029
Water Resource Recovery	\$1,895,595	\$2,666,173	\$2,537,388	(5.1%)	(\$128,785)
Non-Departmental	\$1,519,966	\$1,638,769	\$3,357,027	104.9%	\$1,718,258
Total	\$9,778,276	\$12,467,889	\$14,006,649	12.3%	\$1,538,760

Utility Fund Capital Requests and Budget Recommendation

Project Title	FY 24-25	
	FY24-25 Budget Request Cuts	Recommended Budget
Water Meters		170,000
Utilities Administration Total	\$ -	\$ 170,000
Vac Truck		603,750
Pick-up Truck		50,098
Replacement Backhoe		155,000
Water Rehab		17,000
Utility Oversizing	150,000	-
50% share of capital improvements @ Graham water plant		140,750
Inflow & Infiltration	900,000	-
3rd Pump at N Regional	95,000	-
Utilities Maintenance Total	\$ 1,379,000	\$ 966,598
WRRF Plant Expansion		57,892,342
21.43% share of capital improvements @ Graham WRRF		86,135
Phosphorus analyzer	30,000	-
Rotary Drum Thickener Rehab	100,000	-
WRRF Total	\$ 130,000	\$ 57,978,477
Grand Total	\$ 1,509,000	\$ 59,115,075

Utility Fund Personnel Highlights

Department Head personnel requests include one new Wastewater Treatment Plan Operator and one reclassification of a Laboratory Supervisor to a Compliance Manager. The reclassification is in the recommended budget. The new position is not in the budget, as we are holding costs down until the cost of the WRRF Expansion Project and debt are determined. The budget includes a four percent cost of living increase, merit pay, and increases in benefits, as well as retirement costs and an increase in the amount charged for General Fund personnel services at the cost of \$41,579.

Department	Type of Request	Position Title	FY25 Cuts	FY24-25 Budget Recommendation
WRRF	Reclassification	Compliance Manager		14,990
WRRF	Additional Position	Wastewater Treatment Plant Opr	68,555	-
WRRF Total			\$ 68,555	\$ 14,990
Grand Total			\$ 68,555	\$ 14,990

Utility Revenue Funds

Projections for Utility Fund revenues rely on variables such as the size of the customer base and water usage. The FY 24-25 Recommended Budget includes \$10.3 million in revenues from water and sewer charges, an increase of 16.5 percent over the amended budget. The revenue estimate includes new customer growth of approximately 350 residential units and a 10 percent rate increase for water and sewer. The decrease in miscellaneous revenues is due to the Water Asset Inventory and Assessment Grant received in FY 23-24 and a reduction in the sale of fixed assets revenue. The recommended budget includes debt proceeds of \$758,750 to fund a Vac truck and a backhoe.

Water and Sewer Rates

Sales and services make up 73.5% of the Utility Fund revenues. Therefore, it is prudent to examine rates yearly to ensure they support operations and keep up with the capital needs of the utility system. The Recommended Budget includes a ten percent increase in water and sewer rates. The increase will ensure the fund can cover all debt and maintain the current system. The average customer uses 5,000 gallons of water per month; therefore, the monthly increase for an average customer is \$7.85. The average customer's monthly bill is \$78.40, which will go up to \$86.25.

Water and Sewer Rates					
Fiscal Year	Inside Water	Outside Water	Inside Sewer	Outside Sewer	Increase
FY23-24	\$7.56	\$15.12	\$8.12	\$16.24	6%
FY24-25	\$8.32	\$16.64	\$8.93	\$17.86	10%

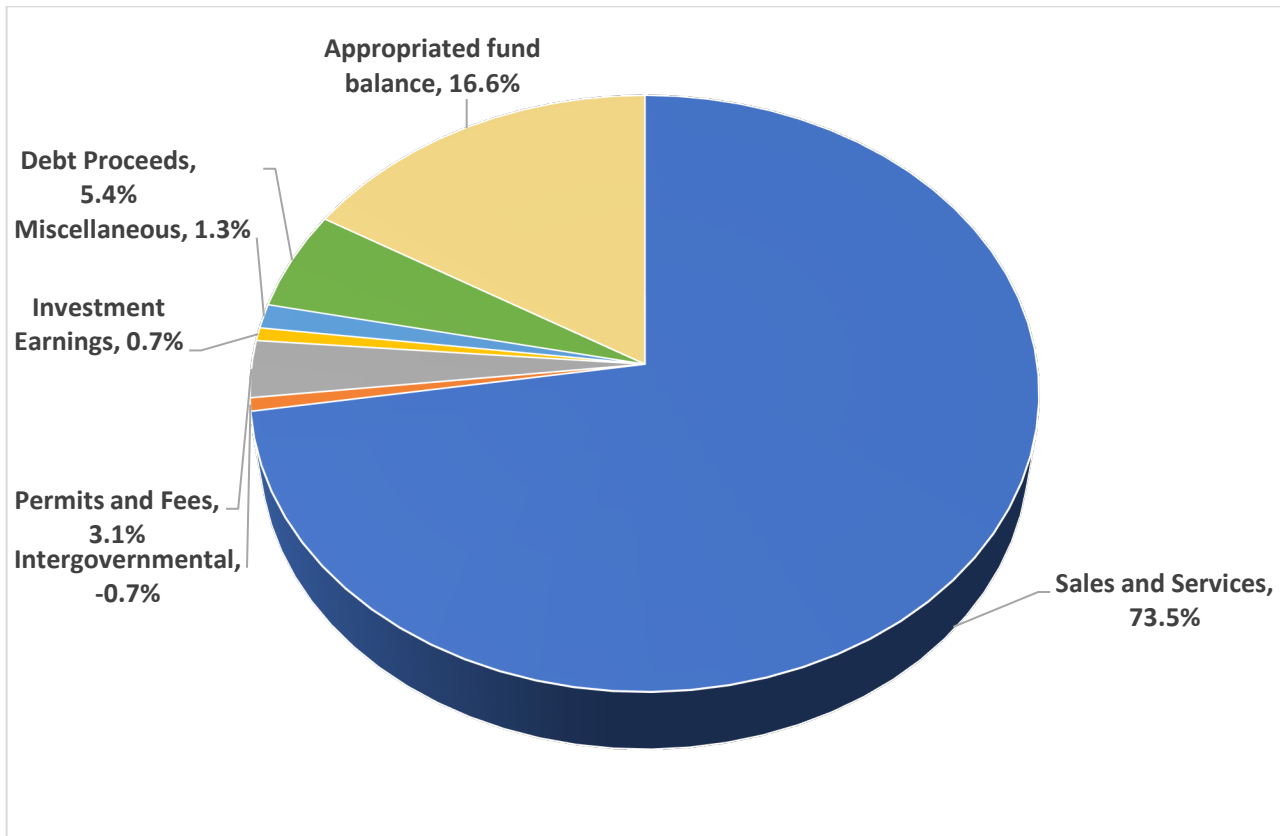
* Rates are per 1,000 gallons.

Fund Balance Appropriation

Enterprise funds such as the Utility Fund are operated as a business-type activity and, therefore, do not have a fund balance. The City's fund balance policy states the goal for the Utility Fund is to have an unrestricted net position equal to or greater than 33 percent of annual budgeted expenditures and transfers. Net position as of June 30, 2023 was \$9,120,927. The FY 24-25 recommended budget requires a minimum net position of \$4,622,194. We do not expect the FY 23-24 net position to fall below this minimum threshold. The City evaluates any decision to use fund balance carefully. The Recommended Budget includes a fund balance appropriation of \$2,325,402.

Utility Fund Revenues and Other Funding Sources FY24-25

Utility Fund Revenues and Other Funding Sources					
	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget	Percent Change	FY24-25 Variance
Revenues					
Sales and Services	\$8,131,646	\$8,844,194	\$10,300,957	16.5%	\$1,456,763
Intergovernmental	(\$99,006)	(\$106,000)	(\$102,000)	(3.8%)	\$4,000
Permits and Fees	\$329,207	\$449,400	\$438,040	(2.6%)	(\$11,360)
Investment Earnings	\$96,147	\$20,000	\$100,000	400.0%	\$80,000
Miscellaneous	\$277,465	\$734,500	\$185,500	(296.0%)	(\$549,000)
Total revenues	\$8,735,459	\$9,942,094	\$10,922,497	9.9%	\$980,403
Other financing sources					
Debt proceeds	\$0	\$0	\$758,750	100.0%	\$758,750
Appropriated fund balance	\$0	\$2,525,795	\$2,325,402	(8.6%)	(\$200,393)
Total other financing sources	\$0	\$2,525,795	\$3,084,152	22.1%	\$558,357
Total revenues & other financing sources (uses)	\$8,735,459	\$12,467,889	\$14,006,649	12.3%	\$1,538,760



Utility Capital Reserve Fund

This fund accounts for system development fees per state statutes. The recommended budget includes revising system development fees as presented to the City Council in April. The City Council will vote on the proposed fees at their June 2024 meeting. The estimated revenues, including interest earnings, for FY24-25 is \$3,512,000 based upon 350 residential units. Growth projections support this estimate. The budget includes a fund balance appropriation of \$5.5 million for transfer to the WRRF Expansion Project to lower the debt financing required.

Utility Capital Reserve Fund Revenues and Other Financing Sources					
	FY 2022-2023 Actual	FY 2023-2024 Amended Budget	FY 2024-2025 Recommended Budget with SDF revisions	Percent Change with SDF revisions	FY24-25 Variance with SDF revisions
System Development Fees	\$1,434,780	\$1,598,000	\$3,472,000	117.3%	\$1,874,000
Interest Earnings	\$1,293	\$3,000	\$40,000	1233.3%	\$37,000
Appropriated Fund Balance	\$0	\$0	\$5,500,000	100.0%	\$5,500,000
Total revenues and other financing sources	\$1,436,073	\$1,601,000	\$9,012,000	462.9%	\$1,911,000
Other financing uses					
Transfers out (System Development Fees)	(\$199,177)	\$0	(\$5,500,000)	100.0%	(\$5,500,000)
Total other financing uses	(\$199,177)	\$0	(\$5,500,000)	0%	\$0
Total revenues & other financing sources (uses)	\$1,236,896	\$1,601,000	\$3,512,000	119.4%	\$1,911,000

Conclusion

In summary, the Recommended Budget is in balance per state statute. While it is typically challenging to fund all the requests made by departments or external agencies, this year was tough with two large capital projects on the horizon, along with inflation and rising interest rates. The budget team, in collaboration with the department heads, carefully considered the impact of each request on the residents of the City and included the requests necessary to maintain the current level of operations before evaluating items for expansion of services. The FY24-25 Budget is fiscally sound and addresses the top priority needs of the City. The City's sound financial practices and conservative budgeting approach have positioned it to continue delivering high-level services to Mebane's residents. This budget reflects our commitment to maintaining and improving our community and positioning Mebane to be financially sound in the future. I recommend this proposed budget for the Fiscal Year 2024-2025 to the Mebane City Council.

Respectfully submitted,

Chris Rollins
City Manager

Preston Mitchell
Assistant City Manager

Daphna Schwartz
Finance Director



- The Fiscal Year 24-25 includes the tax rate of \$0.37 per \$100 assessed valuation.
- The Fiscal Year 24-25 budget reflects a 10% increase in water and sewer rates.
- The Fiscal Year 24-25 expenditures include funding for 174 full-time positions in both funds.
- The Fiscal Year 24-25 includes a 4% cost of living adjustment for all full-time and regular part-time employees. Merit pay is included for full-time employees.
- A summary breakdown of the Fiscal Year 2024-2025 budget is as follows:

General Fund	\$32,572,200
Special Revenue Fund (Occupancy Tax)	\$158,550
Utility Fund Budget	\$14,006,649
Utility Fund Capital Reserve Fund transfers out	<u>\$5,500,000</u>
	\$52,237,399
General Fund Capital Reserve Fund Revenue	\$915,864
Utility Fund Capital Reserve Fund Revenue	\$3,512,000

City of Mebane Fee Schedule - Effective July 1, 2024

Contents

Administration	Copies, sale of Mebane brand items
Cemetery	Plots and staking
Public Works	Garbage/recycling, street cleaning, memorials
Finance	NSF Fees, ABC Permits
Development Fees	Tap fees, system development fees, water rates
Planning and Inspections	Zoning and plan review fees, construction permits, inspection fees
Fire	Inspections, false alarms, overcrowding
Police	False alarms, document fees
Recreation	Facility rental and activity fees
Water Resource Recovery Facility	Water testing and analysis fees

Administration

Fee Schedule
Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Document Fees for Public Records

Paper copies cost per page	\$0.10	CD copies (audio minutes request)	No charge
----------------------------	--------	--------------------------------------	-----------

Fee Schedule

Cemetery

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Mebane Memorial Garden		Oakwood Cemetery	
Cost per Grave - Inside City	\$1,000	Cost per Grave - Inside City	\$200 Sold Out
Cost per Grave - Outside City	\$1,500	Cost per Grave - Outside City	\$400 Sold Out
Cremation/Urn Section per Grave- Inside City	\$500	Transfer of Ownership	No Charge
Cremation/Urn Section per Grave- Outside City	\$750	Internment, disinterment, and removal charge	No Charge
Transfer of Ownership	No Charge	Grave Marker Permit Fees	No Charge
Internment, disinterment, and removal charge	No Charge	Marker Installation Fees	No Charge
Grave Marker Permit Fees	No Charge		
Marker Installation Fees	No Charge		

Fee Schedule

Public Works

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Garbage/Recycling

Fee per address per month	\$8/month	Trash Cart	Actual cost
---------------------------	-----------	------------	-------------

Street Washing

Street Washing	\$75/hr 2hr min
----------------	--------------------

Memorials

Memorial Bench	\$500 <u>1,250</u>	Memorial Brick	\$75

Privilege License

~~Privilege Licenses were eliminated by the legislature as of 07-01-15, with the exception of Article 15 and 16 regarding ABC licenses and section 39 regarding peddlers.~~

~~On-premises malt beverage \$15~~

~~Off-premises malt beverage \$5~~

~~On-premises unfortified wine, on-premises fortified wine, or both \$15~~

~~Off-premises unfortified wine, off-premises fortified wine, or both \$10~~

~~Tax on additional license – the tax stated above is for the first license issued to a person or business. The tax for each additional license of the same type issued to that person or business for the same year is one hundred ten percent (110%) of the base license tax. The increase applies progressively for each additional license.~~

Formatted Table

Formatted: Indent: Left: 0"

Returned Payment Fee

Charge for processing returned checks or returned electronic payments	\$	25
---	----	----

Fee Schedule

Development Fees

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Engineering Construction Plan Review and Inspection Fees			
Public/Private Streets & Alleys		Public/Private Storm Sewer Lines	
Review/Inspection/Testing/As-built Review & Record Keeping - per centerline foot of street	\$3	Review/Inspect/Certify per centerline foot in public right of way/easement	\$2
Driveway inspections within the street right-of-way per driveway	\$100	Review/Inspection per centerline foot in private drainage easement (residential)	\$1
Sidewalks			
Sidewalk Inspection/Certifying in street right of way (when installed with driveway)	\$100	Review/Inspection/Certifying of public sidewalk/multi-use path/in street right of way or easement per centerline foot	\$1
Water and Sewer Lines (Private or Public)		Water & Sewer Services	
Review/Inspection/Permitting/Testing/As-built Review & Record Keeping - per centerline foot of water	\$2.50	Main line tap inspection to the right of way for single family property line	\$100, water, \$100 sewer
Review/Inspection/Permitting/Testing/As-built Review & Record Keeping - per centerline foot of sewer	\$2.50	Main line tap inspection to the building for multi-family/commercial/industrial	\$500, water, \$500 sewer
Sewer Pump Stations requiring Permits		Stormwater Management	
Plan Review	\$5,000	Overall plan review for compliance	\$2,500
Inspection	\$5,000	Review/Inspection per device	\$1,500
Preliminary Site or Subdivision Plan Review		Driveway Pipe Installation	
Residential (Single Family and Multi-Family) per lot or unit	\$25	12-inch RCP	\$26.1015 per lf
Commercial, Office, or Institutional per 100 sq. ft.	\$10	15-inch RCP	\$32.7518 per lf
Industrial per 1000 sq. ft.	\$10	18-inch RCP	\$43.1022 per lf

Development Fees

Fee Schedule
Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Water & Sewer Rates			
Inside water (per 1,000 gallon)	\$7.56 \$8.32	Deposit sewer (outside city limits)	\$150
Inside sewer (per 1,000 gallon)	\$8.12 \$8.93	Meter re-read with no city error (per re-read)	\$10
Outside water (per 1,000 gallon)	\$15.12 \$16.64	Cutoff List Fee	\$50
Outside sewer (per 1,000 gallon)	\$16.24 17.86	Late Fee (added each month after the 20th)	\$10
Metered sewer users not using Mebane water (Multiple of the inside rate)	3.25	Return Check Fee	\$25
Unmetered residential sewer users- (inside city limits)	\$67.43	Water Shortage Response Plan - Excess Users Charge (per event for violation)	\$100
Unmetered residential sewer users- (outside city limits)	\$78.58	Meter installation fee with no city error (each attempt after first installation attempt)	\$50
Deposit water (inside city limits)	\$75	Bulk Water Purchases (per 1,000 gallons)	Current inside water rate
Deposit sewer (inside city limits)	\$75	Deposit Bulk Water	\$75
Deposit water (outside city limits)	\$150		

Schedule of Water and Sewer Tap Fees and Meter Charges

Tap Size	Water Tap Fee		Sewer Tap Fee		Meter Charge
	Inside City Limits	Outside City	Inside City Limits	Outside City Limits	
¾" Water	\$1,500	\$3,000			\$500
1" Water	\$2,000	\$4,000			\$1,000
4" Sewer			\$1,000	\$2,000	

Note: Additional \$500 charge for road bores and pavement cuts.
Please contact Public Works for meter charge larger than 1".

Fee Schedule

Development Fees

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Water & Sewer System Development Fees†

Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee
Residential Dwelling Unit (3/4" Meter - 3 BR Mebane WRRF)*	1	\$1,151 1,558	\$2,679 3,936	\$3,830 5,494
Residential Dwelling Unit (3/4" Meter - 2 BR Mebane WRRF)*	0.66	\$760 1,029	\$1,768 2,598	\$2,528 3,627
Residential Dwelling Unit (3/4" Meter - 4 BR Mebane WRRF)*	1.33	\$4,532 2,073	\$3,562 5,234	\$5,094 7,307
Residential Dwelling Unit (3/4" Meter - 5 BR Mebane WRRF)*	1.66	\$1,911 2,587	\$4,447 6,533	\$6,358 9,120
Residential Dwelling Unit (3/4" Meter - 2 BR GRAHAM WWTP)**	1	\$1,151	\$2,679	\$3,830
Residential Dwelling Unit (3/4" Meter - 3 BR GRAHAM WWTP)**	1.5	\$1,727	\$4,018	\$5,745
Residential Dwelling Unit (3/4" Meter - 4 BR GRAHAM WWTP)**	2	\$2,302	\$5,358	\$7,660
Residential Dwelling Unit (3/4" Meter - 5 BR GRAHAM WWTP)**	2.5	\$2,878	\$6,697	\$9,575
All Other Zoning Categories/Uses - 3/4" Meter	1	\$1,151 1,558	\$2,679 3,936	\$3,830 5,494
All Other Zoning Categories/Uses - 1" Meter	1.67	\$1,918 2,597	\$4,466 6,559	\$6,384 9,156
All Zoning Categories/Uses - 1.5" Meter	3.33	\$3,837 5,195	\$8,931 13,119	\$12,768 18,314
All Zoning Categories/Uses - 2" Meter	5.33	\$6,139 8,311	\$14,290 20,990	\$20,429 29,301
All Zoning Categories/Uses - 3" Meter	11.67	\$13,428 18,181	\$31,260 45,916	\$44,688 64,097

Formatted: Condensed by 0.1 pt

All Zoning Categories/Uses - 4" Meter	21	\$24,171 32,726	\$56,267 82,648	\$80,438 115,374
All Zoning Categories/Uses - 6" Meter	43.33	\$49,876 67,530	\$116,107 170,544	\$165,983 238,074

†Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

‡Equivalent Residential Unit is an approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, *Principles of Water Rates, Fees, and Charges*.

*80 Water Fees are based on 250 gallons per day per equivalent residential unit, bedroom (min. 2-BR) and tributary to the Mebane-WRRF.

*Sewer fees are based on 225 gallons per day per equivalent residential unit.

**120 gallons per day per bedroom (min. 2-BR) and tributary to the Graham WWTP

Any item not included in the above schedule shall be referred to the Utility Director for a specific price determination. See policy for additional information.

Fee Schedule Effective July 1, 2024

Development Fees

Schedule Subject to Change Upon Approval by City Council

Hydraulic System Modeling Fees

Fire Flow Test Fee	\$1,200 for all requested fire flow test and re-test
Fire Flow Modeling Fee	\$1,200 for flow test, \$500 for first hydrant, and \$250 for each additional

Fire flow modeling is to be completed for all new hydrants in the City of Mebane's water system. Fees are based on the number of new hydrants to be installed. Extensive modeling may require additional modeling fees. See policy for additional information.

Hydrant Meter Deposit

3/4" Meter	\$500
1" Meter	\$700
3" Meter	\$1,500

Fee Schedule

Effective July 1, 2024

Planning Fees

Schedule Subject to Change Upon Approval by City Council

Planning & Zoning			
Zoning Verification	\$25	Zoning Permit	\$50
Zoning Reinspection (no charge for 1st inspection)	\$50/visit	Plot Review > 3 Submittals	\$100/submittal
Rezoning Application	\$300 per property	City Right of Way or Easement Encroachment Agreement*	\$100
Special Use Permit Application	\$400 per property	Water Supply Watershed Review (N/A current residential properties)	\$50 per property
Zoning Variance/Appeal Application - <u>Residential</u>	\$300	Floodplain Development Permit	\$400
Zoning Variance/Appeal Application - <u>Non-Residential</u>	\$400	Buffer Authorization Permit	\$300
Technical Review Committee - Site Plan Review	\$300 + Lot Unit Fee	Subdivision, Recombination & Easements Exempt Plats & Easement Plats	\$50
Site Plan Dwelling Unit Fee, Site <2 acres	0/dwelling unit	Subdivision Plat Fee - 1 to 5 Lots	\$50 + \$25/ dwelling unit lot
Site Plan Dwelling Unit Fee, Site 2 - 10 acres	\$25/dwelling unit	Subdivision Plat Fee - 6 or More Lots	\$300 + \$25/ dwelling unit lot
Site Plan Dwelling Unit Fee, Site >10 acres	\$50/dwelling unit	Plat Review for >3 Submittals	\$100/submittal
Storm water Control Facilities - Permit Application & Plan Review per project	\$500 + \$500/Primary Stormwater Control Measure	Construction Plan Review, Residential	\$50/lot
Storm water Control Facilities - Annual Inspection in water supply watershed (20 yr)	\$5,000	Construction Plan Review, Non-Residential	\$300/lot
Wireless Communication Facilities - up to 25 facilities (see UDO Section 4-7.9E & F)	\$100/1-5 facilities	\$50/Facilities 6 - 25	\$500/engineer review

* Not applicable to existing residences or to properties in the recognized Downtown District.

Fee Schedule
Effective July 1, 2024

Inspection Fees

Schedule Subject to Change Upon Approval by City Council

Sign Permit Fees

Minimum Permit Fee	\$60	Greater than 300 sq. ft.	\$110
100-300 sq. ft.	\$80		

Building Permits

Other Types of Construction

Minimum	\$60	Modular Construction	Cost of Construction (plus Trades)
\$5,000 to \$20,000	\$75	Manufacturing Housing - single	\$100 plus trades
\$20,001 to \$50,000	\$5 per \$1,000	Manufacturing Housing double	\$125 plus trades
\$50,001 to \$500,000	\$175 plus \$3 per \$1,000	Manufacturing Housing triple	\$150 plus trades
Greater than \$500,001	\$1,300 plus \$3.25 per \$1,000	Construction Trailers	\$50
Homeowner Recovery Fee	\$10	Travel Trailers & Recreational Vehicles	\$50
Decks with pour Footings	\$100	Insulation - Residential	\$50 one trip
Decks, Trellises, Pergolas	Cost of Construction (plus Trades)	Insulation - Commercial	\$100 for trip
		Insulation - Multi-Family dwellings	\$20 per unit
		Accessory Structures (Screened Porches, Roofs, Covered Decks)	Cost of Construction (plus Trades)
		Swimming Pools	\$100

New construction, alterations, additions and renovations will be calculated on \$70 a sqft to determine value to price permit

** Work commencing prior to obtaining the necessary permits are subject to double permit fees.

** All re-inspection fees shall be paid prior to the next inspection.

Fee Schedule
Effective July 1, 2024

Inspection Fees

Schedule Subject to Change Upon Approval by City Council

Other Services			
Administrative Fees (Amending Information on Permit)	\$50	Commercial Plan Review	
Extra Building Permit Card, Duplicate Certificate of Occupancy	\$10	Less Than 4,000 s.f.	\$125
Stocking Permit	\$50	4,000 to 50,000 s.f.	\$200
Onsite Inspections (Walk Through)	\$50	Greater than 50,000 s.f.	\$300
Temporary Certificate of Occupancy	\$50	Day Care, ABC License Inspection	
Business Occupancy	\$100	First Inspection	\$100
		Each Additional Inspection	\$50

Demolition Permit			
Less than \$1,000	Minimum Fee = \$70		
\$1,000 or more	Minimum Fee plus-\$2 per \$1,000		

** Electrical, mechanical, and plumbing must get separate permits.

Plumbing Permits			
First fixture, including sewer, pits, interceptors or sewer lifts	\$60	Minimum Permit Fee	\$60
Additional fixture per fixture	\$6	Re-Inspection Fee	\$50
Sewer service	\$50		
Water service	\$50		

** The fees prescribed above shall apply to all old work as well as new and to inspections made necessary by moving any house from one location to another or by raising the house and shall apply when it is necessary for any reason to re-rough or replace any fixture or water heater.

** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

** All Re-Inspection fees must be paid for before the next inspection is done.

Fee Schedule
Effective July 1, 2024

Inspection Fees

Schedule Subject to Change Upon Approval by City Council

Electrical Permits		
	Residential	Commercial
Up to 200 amps	\$80	\$100
201-400 amps	\$90	\$120
Greater than 400 amps	\$110	\$130 + .40 Per Additional Amp
Underground Inspections	\$50	\$50
Additions & Alterations (Based on # boxes added or removed)	First 10 = \$60, Each Additional 10 = \$3	First 10 = \$100, Each Additional 10

** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

** All Re-Inspection fees must be paid for before the next inspection is done.

Other Electrical			
Minimum Permit Fee	\$60	Solar Installations	\$75
Temporary Power	\$50	HVAC Change Outs	\$75
Saw Service	\$50	Swimming Pools	\$125
Motors up to 4 h.p.	\$20	Motors greater than 4 h.p.	\$20 plus \$.20/h.p.
Low Voltage Residential	\$50	Low Voltage Commercial	\$100

Mechanical Permits	
Minimum Permit Fee	\$60
Residential	
First HVAC Unit	\$75
Each additional HVAC Unit	\$50

Inspection Fees

Fee Schedule
Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Commercial

Heat Only	1st - \$100, 2nd - \$50
Cooling Only	1st - \$100, 2nd - \$50
Heating & Cooling	1st - \$100, 2nd - \$50
Refrigeration System - Walk-in Cooler or Unit	\$100 First Unit, \$50 Each Additional Unit

Boilers & Chillers

Up to 150,000 BTU	\$100
Greater than 150,000 BTU	\$225
Commercial Hood	\$80
Gas Logs	\$50
Gas Piping	\$50
Ductwork Inspection	\$50
Fireplaces	\$50

Fire Inspection Fees

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Fire Inspections and Permits (Permits issued for a duration of 6 months)			
Airports/Heliports	\$50	Lumber Storage	\$50
Bowling Pin Refinishing	\$50	Magnesium	\$50
Bowling Alley Refinishing	\$50	Mechanical Refrigeration	\$50
Cellulose Nitrate Motion Picture	\$50	Organic Coatings	\$50
Cellulose Nitrate Plastic (Pyroxylin)	\$50	Ovens	\$50
Combustible Fibers	\$50	Pipelines Flammable/Combustible	\$50
Compressed Gases	\$50	Pulverized Particles (Dust)	\$50
Crude Oil Production	\$50	Repair Garages	\$50
Cryogenic Fluids	\$50	Tank Vehicle Flammable/Combustible	\$50
Dry Cleaning Plants (NEW)	\$50	Tire Rebuilding plants	\$50
Flammable Finishes Paint Booths	\$50	Wrecking Yards/Junk Yards/Waste Handling	\$50
Fruit Ripening Processes	\$50	Welding/Cutting	\$50
Fumigation/Thermal Insecticide Fogging	\$50	Match Manufacturing	\$50
High Pile Storage	\$50	Radioactive Materials Storage/Handling	\$100
Liquified Natural Gas 100-500 gal.	\$50	Hood and Ansul Systems	
500-2,000 gal.	\$50	Hood Systems Extinguishment	\$100
2,000-30,000 gal.	\$50	Ansul Test and Inspection	\$50
Entertainment			
Motion Picture Projection	\$50	Fireworks	\$50
Tents	\$50	Explosives/Blasting**	\$100
Canopies more than 400 sq. ft.	\$50	Return Inspection Fee	\$100
Fire Suppression Systems		Fire Alarm Systems	
1 Riser	\$150	1-30,000 sq. ft.	\$150
2 Risers	\$300	30,001-80,000 sq. ft.	\$300
3 Risers or more	\$500	80,000 sq. ft. or more	\$500
Clean Agent Systems	\$200		
Flammable/Combustible Liquids Installation			
Above Ground Tank	\$100	Return Inspection Fee	\$100
Underground Tank	\$100	Tank Removal	\$100
Additional Tank	\$50	Upgrade Piping	\$50
Noncompliance with Fire Code (Code of Ordinances Article III, Chapter 16, Section 16-65)		Recoupment Charge for False Alarms (Code of Ordinances Article VI, Chapter 6, Section 6-164)	
1st Re-inspection	\$100	5 or more in 1 year	\$100
2nd Re-inspection	\$200	2 in a 24-hour 24-hour period	\$300
3rd Re-inspection	\$300	More than 2 in a 7-day 7-day period	\$300
Overcrowding		Annual Inspection Fees	
Per person over posted occupancy	\$100	0-5,000 sq. ft.	\$50
		5,001-10,000 sq. ft.	\$100
		10,001- 50,000 sq. ft.	\$200
		50,001 - 100,000 sq. ft.	\$300
		100,001-300,000 sq. ft.	\$400
		300,001-500,000	\$500
		Over 500,000	\$600

*Governments, Non-Profits and foster homes exempt.

**Explosives/Blasting Permits require a valid certificate of insurance for \$1,000,000 of general liability. Permits issued for a 3 month duration.

***Apartments will be charged \$50 per building not to exceed \$600.

****Beginning work or maintaining an operation

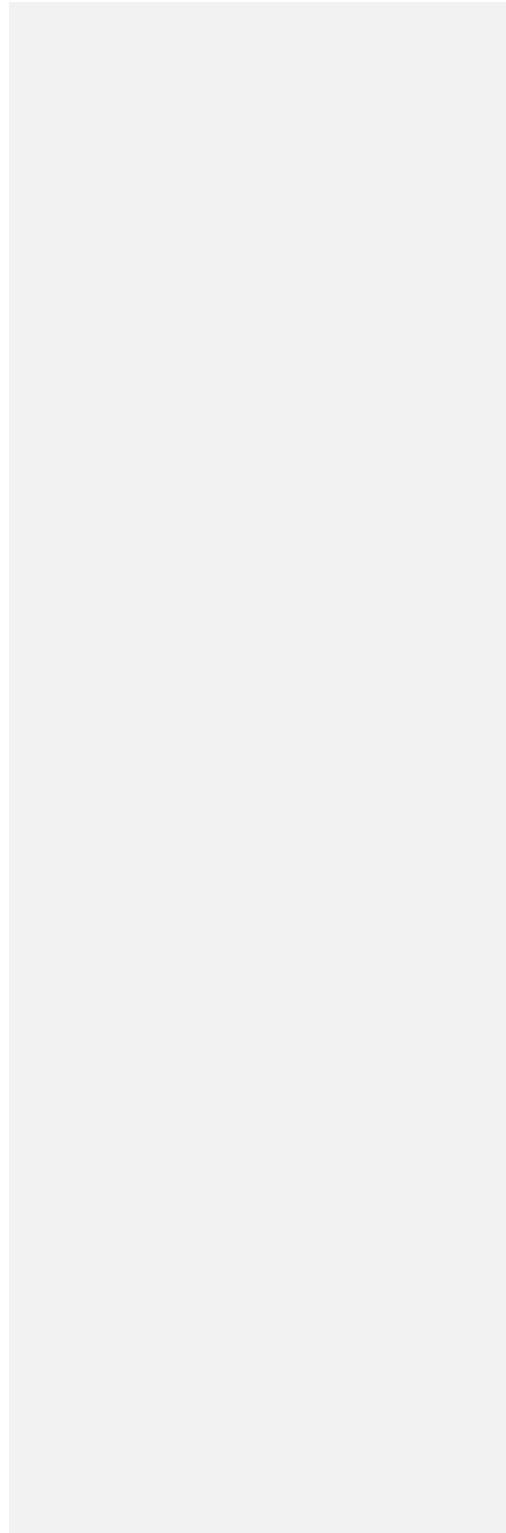
Formatted Table

Formatted Table

Formatted Table

requiring any permits adopted by the City of Mebane without obtaining the proper permit(s) shall double the permit fee.
A stop work order shall be issued until payment is received and the permit is issued.

--	--



Police

Fee Schedule
Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Background and Document Fees

Precious Metals Background Investigation	\$38	Taxi Driver Application	\$10
Precious Metals Background Investigation - Required Photograph	\$10	Accident Report	\$1

Recoupment for False Alarms

5 or more in 1 year	\$100
2 in a 24 hour period	\$100
More than 2 in a 7 day period	\$100

Fee Schedule

Recreation and Parks

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Athletics

Camp Fees	Resident	Non-Resident
Basketball Camp	\$45	\$55
Football Camp	\$45	\$55
Lacrosse Camp	\$35	\$45
Tennis Camp	\$35	\$45
Volleyball Camp	\$35	\$45

Athletic Fees	Resident	Non-Resident
First Child	\$25	\$50
Second Child	\$15	\$45
Third Child	\$10	\$40
Lacrosse Program	\$15	\$40
Pod Programs	\$10	\$20
Esports	\$10	\$10
Middle & High School Tennis Program	\$20	\$50
Youth Tennis Clinics	\$20	\$50
Adult Tennis Nights	\$20	\$50
Adult Tennis Mebane City Tournament	\$20	N/A
Mebane Adult Volleyball League Team Fee	\$200	N/A
Mebane Adult Sand Volleyball League Team Fee	\$100	N/A

Programs

3 hours kids camps (Monday - Thursday) per week	\$50
Event tickets per person	\$25
Farmers Market application fee	\$20

Christmas Parade

Business Entry	\$100
Walkers, 25-50	\$15
Walker, 51+	\$25

Facilities

Walker & Youth Field & Equipment Rentals			
Per Hour - Resident	\$15	Per Hour - Non-resident	\$25
Lights per day per field	\$25		

Formatted: Font: Calibri Light, 11.5 pt

Recreation and Parks

Fee Schedule
Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Walker Field Tennis Court Rentals (Mebane Courts on 2nd Street)

Per Hour 3 Courts	\$15	Tourney Rental 1 Day	\$100
Per Hour All Courts	\$25	Tourney Rental 2 Days	\$175
		Tourney Rental 3 Days	\$225

Mebane Community Park Rentals

Per Hour Per Field - Resident	\$25	Tourney Rental 1 Field/Day	\$400
Non-Resident Per Field Per Hour	\$50	Tourney Rental Both Fields/Day	\$800
Lights per Day	\$25	Tourney Rental Weekend/Field (includes Friday night)	\$1,500

Lake Michael Rentals & Fees

Jon-boat Rental Per Person	\$5/hour	Single Kayak Rental	\$5/hour
Launch of Boat	\$0	Double Kayak Rental	\$5/hour
Fishing	\$0	Canoe Rental	\$5/hour
Paddle Boat	\$5/hour	Shelter Fee (4-hour block)	\$25
Trail Rental for 5K Race	\$400		

Basketball Court Rental

Per hour per court	\$25	Tournament Rental per day	\$200
Per day per court	\$100		

Corregidor Drive Athletic Complex Rentals

Per Hour Per Field	\$25	Tournament Rental Per Field/day	\$250
Lights per day	\$25	Construction of new lines	\$100
Non-Residents Per Hour Per Field	\$50	Entire four field complex	\$750/day

Old Rec Center		Resident	Non-Resident
Old Rec. Center Basketball Court (Gym) per hour		\$25	\$40

Old Rec Center Tennis Court Rentals

Per Hour All Courts	\$15	Tourney Rental 1 Day	\$75
		Tourney Rental 2 Days	\$125
		Tourney Rental 3 Days	\$175

Additional Items for Field Rentals

Staff Supervision	\$25/hour	Field Crew Prep	\$25/hour
-------------------	-----------	-----------------	-----------

Fee Schedule

Recreation and Parks

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Arts & Community Center

Multi-Purpose Room Rental	\$1,000	Community Meeting Room (Full)	\$150
Multi-Purpose Room Rental (1/2)	\$50	Community Meeting Room (Full)	\$25
Multi-Purpose Room (Full Area)-Non-Profit(up to 5hrs.)	\$500	Civic Meeting Room (1/2 Area) (per use up to 5 hrs.)	\$75
Multi-Purpose Room Rental (Full Area) - Non-Profit (per hr. over 5 hrs.)	\$80	Civic Meeting Room (1/2 Area) (per hr. over 5 hrs.)	\$20
Multi-Purpose Room Rental - Kitchen Use (per use)	\$50	Civic Meeting Room (Full Area) (per use up to 5 hrs.)	\$100
Community Meeting Room (1/2)	\$100	Civic Meeting Room (Full Area)	\$25
Community Meeting Room (1/2)	\$20	Score Table Rental per day	\$200

Additional Items for Facility Rentals

Scoreboard Use per hour*	\$5	Paint Field/Application	\$25
Scorer's Table - full season add on for single court	\$250	Score Table Rental per day two courts	\$400
Scorer's Table - Weekly add on one court	\$100	One-night personal message	\$25
Staff Supervision per hour	\$15	Chalk Field/Application	\$10
New Lines Set Up Fee	\$100	Field Crew Prep per Hour	\$15
Lights per Day	\$25	Wi-Fi Access @ MACC (guest)	\$25/Rental/Day
Camera Streaming Option	\$100/Rental/Day	* We reserve the right to require staff for any event to operate equipment.	

Athletic Uniform Sponsorships

Baseball Team	\$500	Baseball Program	\$5,000
Softball Team	\$500	Softball Program	\$4,000
T-Ball Team	\$500	T-ball Program	\$3,000
Basketball Team	\$400	Basketball Program	\$6,000
Football Team	\$3,500	Football Program (All three teams)	\$10,000
Tennis League	\$1,000	Lacrosse League	\$750

Signage at Ball Fields

Single Banner	\$500	Two Banners	\$750
---------------	-------	-------------	-------

Fee Schedule

Recreation and Parks

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Program/Special Event Sponsorship			
Business Booth at Events		\$50	
Tent/Table setup at one night sporting events		\$100	
Food Truck at Events		\$50	
Clay St. After Work Concert Series - Presenting Sponsor - Limit 1		\$2,500	
Clay St. After Work Concert Series - Stage Sponsor - Unlimited		\$1,000	
Clay St. After Work Concert Series - Single Concert - Unlimited		\$500	
Mebane 4th of July Celebration - Band & Presenting Sponsor - Limit 1		\$4,000	
Mebane 4th of July Celebration- Food and Beverage Sponsor - Limit 1		\$1,000 or In Kind	
Mebane 4th of July Celebration - Outdoor Sponsorships - Unlimited		\$500	
Mebane Sports Hall of Fame - Presenting Sponsor - Limit 1		\$2,500	
Mebane Sports Hall of Fame - Stage Sponsor - Limit - 4		\$1,000	
Mebane Farmers Market Sponsor - Limit 5		\$1,000	
Mebane Christmas Parade - Presenting Sponsor - Limit 1		\$5,000	
Mebane Christmas Parade -		\$500	
Movie in the Park Sponsorship - Limit 1 / Movie		\$500	
Baseball/Softball Opening Night Celebration -		\$500 or In Kind	
Mid Season Madness Basketball Celebration -		\$500 or In Kind	
Grow Golf Now Season Sponsor (2 per year)		\$1,500	
Juneteenth Sponsorship		\$500	
Christmas Parade - float lineup sponsor		\$1,000	
Santa's Arrival Sponsorship		\$500	
Eggstravaganza Sponsor		\$500	
Spooktacular Sponsorship		\$1,500	
Spooktacular - individual booth		\$500	
Summer Sports Camp T-Shirt Sponsors			
Basketball Camp	\$1,500	Football Camp	\$1,000
Lacrosse Camp	\$500	Tennis Camp	\$500
Facility Sponsorships			
MACC Baseball Field	\$1,000/Yr	Community Park Soccer Field	\$2,500/Yr
MACC Soccer Field	\$1,000/Yr	Both Community Park Soccer	\$4,000/Yr
MACC Baseball Complex	\$3,000/Yr	Both MACC Complex	\$5,000/Yr
MACC Soccer Complex	\$3,000/Yr	All Tennis Courts	\$1,000/Yr

Fee Schedule

Water Resources Recovery Facility

Effective July 1, 2024

Schedule Subject to Change Upon Approval by City Council

Wastewater Treatment Plant Analytical Costs

pH	\$5	Cadmium (Cd)	\$18
Biochemical Oxygen Demand	\$25	Chromium (Cr)	\$18
Total Suspended Solids (TSS)	\$15	Copper (Cu)	\$18
Ammonia Nitrogen as Nitrogen (NH ₃ -N)	\$15	Lead (Pb)	\$18
Total Phosphorus (TP)	\$15	Nickel (Ni)	\$18
Chemical Oxygen Demand (COD)	\$22	Zinc (Zn)	\$18
Oil & Grease (O&G)	\$50	Aluminum (Al)	\$18
Mercury (Hg)	\$25	Fluoride	\$20
Total Kjeldahl Nitrogen (TKN)	\$25	Silver (Ag)	\$18
Nitrate Nitrite (NO ₃ NO ₂)	\$15	Selenium (Se)	\$18
Cyanide (CN)	\$30	Fecal Coliform	\$20

Wastewater Treatment Plant Sampling Cost

Sampling Technician	\$19.50 per hour (\$58.50 per event)	Program Administration	\$60 per hour (\$90 per event)
Pretreatment Coordinator	\$22 per hour (\$66 per event)	Sampler Rental	\$60 per day

Surcharges

Parameter Base Conc.	(mg/l)	Cost per Pound
BOD5	>250	\$0.25
COD	>750	\$0.09
TSS	>250	\$0.34
NH ₃ as N	>15	\$0.85
Phosphorus	>7	\$0.66
Oil & Grease	>100	\$0.25



PROPOSED CAPITAL OUTLAY

GENERAL FUND

New or Replacement	Project Title	FY24-25 Budget Request Cuts	FY 24-25 Recommended Budget
New	Dark Fiber Setup		60,000
New	Fire Wall Upgrade		42,000
New	Fat Pipe Implementation	20,000	14,000
Replacement	City Hall Copier Replacement		8,387
IT Total		\$ 20,000	\$ 124,387
Replacement	Lake Michael Spillway Renovation		6,273,468
Replacement	MACC Roof Renovation		423,000
Replacement	Old Rec Gym Floor Restoration		175,000
New	Lake Michael Trail Expansion	100,000	
Replacement	Replacement of Work Truck #50	45,000	
New	Lebanon Rd. Trail Connector Paving		35,000
Replacement	Replacement platform and stairs at MACC	16,000	
Replacement	Community Park Nets and Fence Replacement		18,000
Replacement	Zero Turn Mower Replacement		15,000
New	Flag Pole Additions for Community Park and		12,000
New	Building Storage Renovation for Old Rec	24,500	
Rec & Parks Total		\$ 185,500	\$ 6,951,468
New	New Patrol Vehicle & Equipment	255,008	
Replacement	Replace Existing Patrol Vehicles - reduced per	100,027	240,084
New	Special Event Traffic Control Trailer	25,000	
Police Total		\$ 380,035	\$ 240,084
Replacement	PW-060 Bucket Truck Replacement (2000) Used		120,000
New	New two bay addition to storage building -	25,000	
New	Boom mower		25,000
New	PWD & PUD new equipment shelters - design	30,000	
New	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction		55,000
New	Asphalt hot box		62,000
Replacement	John Deere 930 m Zero Turn Mower		15,000
Public Works Total		\$ 55,000	\$ 277,000
New	Carbon monoxide exhaust system (2 items) -		24,000
New	Sidewall exhaust fan - garage bay		10,000
Replacement	Library HVAC RTU #3 unit replacement		18,000
Public Facilities Total		\$ -	\$ 52,000
New	New Knuckle boom Truck	259,000	
New	Pull-behind leaf vacuum trailer (Used)		80,000
Sanitation Total		\$ 259,000	\$ 80,000
Replacement	Plymovent Exhaust Management System Station	150,000	-
Replacement	Plymovent Exhaust Management System Station	120,000	-
New	MSA E600+ Thermal Camera - 2 needed		23,000
New	MSA RescueAire - 2 needed		15,000
Replacement	Hurst SC 758 E3	11,500	-
Fire Total		\$ 281,500	\$ 38,000
Grand Total		\$ 1,181,035	\$ 7,762,939

UTILITY FUND

New or Replacement	Project Title	FY24-25 Budget Request Cuts	FY 24-25 Recommended Budget
New	Water Meters		170,000
Utilities Administration Total		\$ -	\$ 170,000
Replacement	Vac Truck		603,750
Replacement	Pick-up Truck		50,098
Replacement	Replacement Backhoe		155,000
Replacement	Water Rehab		17,000
New	Utility Oversizing	150,000	-
New	50% share of capital improvements @ Graham water plant		140,750
Replacement	Inflow & Infiltration	900,000	-
New	3rd Pump at N Regional	95,000	-
Utilities Maintenance Total		\$ 1,379,000	\$ 966,598
New	WRRF Plant Expansion		57,892,342
	21.43% share of capital improvements @ Graham WRRF		86,135
New	Phosphorus analyzer	30,000	-
Replacement	Rotary Drum Thickener Rehab	100,000	-
WRRF Total		\$ 130,000	\$ 57,978,477
Grand Total		\$ 1,509,000	\$ 59,115,075



City of Mebane
Budget - Debt Service Summary - Non-Vehicle
2024-2025

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2020 Renegotiated Community (City) Park	8/21/2020	American National	\$ 4,664,000	\$ 3,109,333	\$ 388,668	\$ 74,831	\$ 463,499	Oct/April	2.45%	4/15/2032
2014 Fire Station # 3	1/23/2014	BB&T	\$ 2,600,000	\$ 866,667	\$ 173,334	\$ 23,383	\$ 196,717	July/Jan	2.84%	6/30/2029
Lake Michael Dam Spillway Renovation (proposed)	TBD	TBD	\$ 6,500,000	\$ 6,500,000	\$ 325,000	\$ 230,253	\$ 555,253	TBD	Est. 5.25%	2044
Total - General Fund			\$ 13,764,000	\$ 10,476,000	\$ 887,002	\$ 328,467	\$ 1,215,469			
Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	\$ 2,682,464	\$ 1,382,464	\$ 150,000	\$ -	\$ 150,000	Annual	0.00%	7/10/2036
Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	\$ 2,548,070	\$ 1,528,846	\$ 127,403	\$ -	\$ 127,403	Annual	0.00%	9/1/2034
2009 Sewer E-SRF-T	10/30/2009	DENR-DWQ	\$ 96,113.00	\$ 24,028	\$ 4,806	\$ -	\$ 4,806	Annual	0.00%	5/1/2029
Revenue Bonds - Series 2021 (WRRF Renovation & GKN Pump Station Re-route)	9/22/2021	Truist	\$ 13,573,000	\$ 11,929,000	\$ 995,000	\$ 188,358	\$ 1,183,358	Aug/Feb	1.78%	8/1/2036
Revenue Bonds - Series 2023 (Elevated Water Tank)	8/1/2024	Capital One	\$ 8,300,000	\$ 8,300,000	\$ 232,000	\$ 206,696	\$ 438,696	August	4.46%	8/1/2043
Revenue Bonds - Series 2024 (proposed) * (WRRF Expansion)	TBD	TBD	\$ 57,892,342	\$ 57,892,342	\$ -	\$ 1,219,809	\$ 1,219,809	TBD	Est. 4%	2045
Total - Utility Fund			\$ 85,091,989	\$ 81,056,680	\$ 1,509,209	\$ 1,614,863	\$ 3,124,072			
Total Combined			\$ 98,855,989	\$ 91,532,680	\$ 2,396,211	\$ 1,943,330	\$ 4,339,540			

* Interest only payment.



City of Mebane
Budget - Debt Service Summary - Vehicles
2024-2025

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2021 Rolling Stock (Fire Engine 3, Police Vehicles, Garbage Truck)	7/20/2021	Truist	\$ 1,365,000	\$ 691,673	\$ 274,430	\$ 6,898	\$ 281,328	July/Jan	1.070%	7/20/2026
2020 Public Works Vehicles	2/28/2020	US Bank	\$ 430,500	\$ 133,025	\$ 86,100	\$ 1,468	\$ 87,568	Aug/Feb	1.363%	8/28/2025
2017 Fire Truck	5/25/2017	PEMC REDLG	\$ 468,330	\$ 140,499	\$ 46,833	\$ -	\$ 46,833	Annual	0.000%	8/1/2026
FY22-23 Rolling Stock	8/5/2022	US Bank	\$ 916,006	\$ 655,344	\$ 180,235	\$ 18,564	\$ 198,799	Aug/Feb	2.000%	8/1/2027
FY 24 Rolling Stock	8/18/2023	American National Bank	\$ 2,097,500	\$ 1,887,750	\$ 419,500	\$ 89,695	\$ 509,195	Aug/Feb	4.950%	8/18/2028
FY22-23 Fire Engine 4**	TBD	PEMC	\$ 520,000	\$ 520,000	\$ 104,000	\$ 3,141	\$ 107,141	Annual	1.000%	2035
<i>FY24-25 Rolling Stock (proposed)</i>	<i>TBD</i>	<i>TBD</i>	<i>\$ 360,084</i>	<i>\$ 360,084</i>	<i>\$ 72,017</i>	<i>\$ 11,154</i>	<i>\$ 83,171</i>	<i>TBD</i>	<i>Est. 5%</i>	<i>2029</i>
Total - General Fund			\$ 6,157,420	\$ 4,388,374	\$ 1,183,115	\$ 130,920	\$ 1,314,035			
2021 Rolling Stock (Pick-up Trucks)	7/20/2021	Truist	\$ 123,000	\$ 62,250	\$ 24,730	\$ 373	\$ 25,103	July/Jan	1.070%	7/20/2026
<i>FY24-25 Rolling Stock (proposed)</i>	<i>TBD</i>	<i>TBD</i>	<i>\$ 758,750</i>	<i>\$ 758,750</i>	<i>\$ 151,750</i>	<i>\$ 23,502</i>	<i>\$ 175,252</i>	<i>TBD</i>	<i>Est. 5%</i>	<i>2029</i>
Total Utility Fund			\$ 881,750	\$ 821,000	\$ 176,480	\$ 23,875	\$ 200,355			
Total - Combined			\$ 7,039,170	\$ 5,209,375	\$ 1,359,595	\$ 154,795	\$ 1,514,390			

* Expected delivery is June 2024.

** Expected delivery is December 2025.



City of Mebane
Budget - Utility Oversizing Schedule
2024-2025

Description	Date	Developer	Oversizing Amount
Buckhorn Oversizing	FY25	Al Neyer	\$ 15,000.00 *
Tupelo Oversizing	FY26	Lebanon Road 3	\$ 62,175.00 *
Oakwood Oversizing	FY27	Meritage Homes	\$ 125,000.00 *
Cambridge Oversizing	FY28	Desco	\$ 25,000.00 *
Meadowstone Oversizing	FY28	Ben Wilson Road	\$ 10,000.00 *

* May be paid out over a 10 year period



City of Mebane Historical Summary of Property Tax Information 2024-2025

Measure	Fiscal Year				
	2020-2021	2021-2022	2022-2023	2023-2024*	2024-2025*
Assessed Valuation	\$ 2,376,227,021	\$ 2,654,716,052	\$ 2,919,403,455	\$ 4,235,266,772	\$ 4,554,320,856
Property Tax Levy	\$ 11,168,267	\$ 12,477,165	\$ 13,721,187	\$ 15,670,487	\$ 16,850,987
Property Tax Rate	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.37	\$ 0.37
Amount Collected	\$ 11,123,594	\$ 12,460,266	\$ 13,652,870	\$ 15,590,894	\$ 16,769,858
Tax Collection Rate	99.6%	99.9%	99.5%	99.5%	99.5%

Notes: Information for fiscal years prior to 2024 are from the City's audited Comprehensive Annual Financial Report.

*Information for fiscal year 2023-2024 and 2024-2025 is estimated.

Tax rates are expressed in dollars per \$100 of valuation.

Each 1 cent added to the tax rate generates approximately \$455,432.

The next revaluation for Orange County is January 1, 2025.

The next revaluation for Alamance County is January 1, 2027.



City of Mebane Local Utility Comparison Inside City Limits Residential Rate

Service Provider	Water Bill (5,000 gal)	Sewer Bill (5,000 gal)	Combined Bill (5,000 gal)
Burlington	\$ 22.70	\$ 27.90	\$ 50.60
Durham	\$ 30.32	\$ 42.90	\$ 73.22
Graham	\$ 24.96	\$ 52.43	\$ 77.39
Mebane current	\$ 37.80	\$ 40.60	\$ 78.40
Mebane proposed	\$ 41.60	\$ 44.65	\$ 86.25
Alamance (Village)	\$ 41.60	\$ 48.00	\$ 89.60
Gibsonville	\$ 26.06	\$ 66.56	\$ 92.62
Swepsonville	\$ 52.03	\$ 54.32	\$ 106.35
Elon	\$ 37.44	\$ 69.17	\$ 106.61
Haw River	\$ 41.23	\$ 71.22	\$ 112.45
OWASA	\$ 55.62	\$ 63.11	\$ 118.73
Hillsborough	\$ 53.65	\$ 75.45	\$ 129.10
Orange-Alamance	\$ 46.40	N/A	

Notes:

Information from the January 1, 2024 Rate Dashboards of the UNC School of Government Environmental Finance Center, or from the website of each unit of government or directly from the unit of government.

Orange-Alamance does not provide sewer service.

The chart assumes 5,000 gallons is the average monthly usage.

Service Provider	Service Population	Average Household Size	Poverty Rate	Median Household Income	Water as a % of MHI	Sewer as a % of MHI	Combined as a % of MHI	Operating Ratio	# of Accounts	System Operating Revenues
Alamance (Village)	1,100	3.06	3.24%	\$ 87,788	0.05%	0.05%	0.10%	0.75	450	\$ 354,956
Haw River	2,450	2.65	13.22%	\$ 44,191	0.09%	0.16%	0.25%	0.87	1,000	\$ 1,915,372
Graham	17,158	2.35	23.73%	\$ 45,152	0.06%	0.12%	0.17%	1.10	5,791	\$ 8,320,580
OWASA	86,300	2.46	19.65%	\$ 77,037	0.07%	0.08%	0.15%	1.11	21,849	\$ 37,995,260
Burlington	56,691	2.37	17.21%	\$ 47,158	0.05%	0.06%	0.11%	1.20	26,166	\$ 31,819,482
Durham	309,355	2.27	13.54%	\$ 66,623	0.05%	0.06%	0.11%	1.22	94,081	\$ 114,666,950
Gibsonville	7,129	2.72	9.36%	\$ 89,073	0.03%	0.07%	0.10%	1.22	3,974	\$ 4,057,795
Hillsborough	15,238	2.29	7.58%	\$ 77,114	0.07%	0.10%	0.17%	1.26	6,194	\$ 11,045,705
Mebane	18,579	2.54	10.04%	\$ 69,947	0.06%	0.06%	0.12%	1.30	6,686	\$ 9,709,101
Elon	12,752	2.61	24.53%	\$ 68,031	0.06%	0.10%	0.16%	1.33	2,730	\$ 5,221,567
Swepsonville	2,145	2.53	4.86%	\$ 72,171	0.07%	0.08%	0.15%	1.84	1,160	\$ 1,998,417
Orange-Alamance	8,892	2.47	12.56%	\$ 79,205	0.06%	N/A	0.06%	unknown	3,448	unknown

Information from the January 1, 2024 Rate Dashboards of the UNC School of Government Environmental Finance Center.



Summary of Full Time Positions General Fund		Current 2023- 2024	Proposed 2024- 2025
Administration			
	City Manager	1	1
	Assistant City Manager	1	1
	City Attorney	1	1
	City Clerk	1	1
	Public Information Officer	1	1
		5	5
Human Resources			
	Human Resources Director	1	1
	Human Resources Consultant	1	1
		2	2
Finance			
	Finance Director	1	1
	Accountant	2	2
	Accounting Supervisor	1	1
	Accounting Technician I	1	1
	Customer Service Representative	1	1
		6	6
Information Technology			
	Information Technology Director	1	1
	Information Technology Specialist	1	1
		2	2
Police Administration			
	Police Chief	1	1
	Assistant Police Chief	1	1
	Police Captain	0	2
	Police Lieutenant	2	4
	Police Sergeant	5	5
	Police Corporal	4	0
	Police Investigator	4	4
	Police Officer	25	25
	Police Accreditation Manager	1	1
	School Resource Officers	4	4
	Administrative Support Specialist	2	2
	Evidence Technician	1	1
		50	50



Fire

Fire Chief	1	1
Deputy Fire Marshal	1	1
Fire Captain/Training	1	1
Fire Captain/Shift	3	3
Fire Inspector I	1	1
Fire Lieutenant	6	9
Fire Engineer	11	13
Firefighter	10	5
Fire Life Safety Educator	1	1
Administrative Support Specialist	1	1
	<hr/>	<hr/>
	36	36

Planning

Development Director	1	1
Planner	2	2
	<hr/>	<hr/>
	3	3

Inspections

Inspections Director	1	1
Building Inspector II	1	1
Building Inspector 1	2	2
Plan Reviewer	1	1
Permit Specialist	1	1
Code Enforcement Officer	1	1
	<hr/>	<hr/>
	7	7

Public Works*

Public Works Director	1	1
Streets Maintenance Supervisor	1	1
Administrative Support Specialist	1	1
Automotive Mechanic Supervisor	1	1
Automotive Mechanic	2	2
Equipment Operator I	3	4
Ground Crew Supervisor	1	2
Groundskeeper	0	2
Maintenance Technician	4	4
	<hr/>	<hr/>
	14	18

Public Facilities*



Grounds Crew Supervisor	1	0
Groundskeeper	2	0
Building Maintenance Coordinator	1	1
Equipment Operator I	1	0
	5	1

Sanitation

Sanitation Supervisor	1	1
Sanitation Equipment Operator	5	5
Sanitation Worker	2	2
	8	8

Recreation & Parks

Recreation & Parks Director	1	1
Parks Superintendent	1	1
Recreation Superintendent	1	1
Athletics Supervisor	1	2
Parks Operations & Maintenance Supervisor	4	4
Recreation Program Coordinator	1	2
Arts & Community Center Supervisor	1	0
	10	11

General Fund Total	148	149
---------------------------	------------	------------

* Four full-time equivalents moved from Public Facilities to Public Works.

Summary of Full-Time Positions Utility Fund		Current 2023- 2024	Proposed 2024- 2025
Utility Administration & Billing			
	Utility Billing & Collections Specialist	1	1
Utility Operations & Maintenance			
	Utilities Director	1	1
	Utilities System Mechanic I	2	2
	Utilities Maintenance Crew Leader	2	2
	Meter & Sampling Coordinator	1	1
	Meter Reader Technician	1	1
	Equipment Operator I	4	4
	Equipment Operator II	2	2
	Maintenance Technician	3	3
	Utilities Location Technician	1	1
		17	17



Water Resources Recovery Facility

Laboratory Technician	1	1
Wastewater Treatment Plant Director	1	1
Lead Wastewater Plant Operator	1	1
Laboratory Supervisor	1	0
Compliance Manager	0	1
Wastewater Treatment Plant Operator	2	2
Utility System Mechanic I	1	1
	<u>7</u>	<u>7</u>
Water & Sewer Fund		
Total	25	25
City of Mebane Total	173	174

SECTION 1: OVERVIEW OF THE CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) is the planning mechanism by which the City Council allocates limited financial resources to implement long-term goals as defined in the Comprehensive Land Development Plan, Comprehensive Transportation Plan, Bicycle and Pedestrian Transportation Plan, Mebane Downtown Vision Plan, Recreation and Parks Master Plan, Long Range Utility Master Plan, and other similar planning documents. The purpose of the CIP is to forecast and match projected revenues and significant capital needs over five years. Capital planning is an important management tool that strengthens the linkage between community infrastructure needs and the City's financial capacity.

The CIP is a multi-year plan for significant capital expenditures such as the acquisition of land, construction, or considerable renovation of public facilities (i.e., buildings and parks), construction of new transportation infrastructure (i.e., roads, sidewalks, multi-use paths), expansion or significant renovation of water, wastewater, or stormwater infrastructure, capital equipment to support operations or any combination of the above. Projects eligible for inclusion in the CIP have assets greater than \$5,000 and a useful life of over three years.

When identifying new projects, the staff looks to the long-term priorities and direction set by the City Council and submits formal requests through the CIP process. A formal request includes a description of the project, the estimated cost, and an estimate of the recurring expenses associated with a completed project (i.e., additional staff, additional utilities, etc.). The formal request also includes alternative solutions, if any, and a statement on the effect on services and programs if the project does not receive funding.

Once adopted by the City Council, the CIP becomes a statement of City policy regarding the need, priority, timing, and funding of future capital projects. The Capital Improvement Plan is simply that – a plan. Projects and funding mechanisms are subject to change based on new or shifting service needs, unique financing opportunities, emergency needs, or other directives or priorities established by the City Council. Future needs and financial constraints may result in changes in priority over the next five years. Because priorities can change, projects included in outward planning years are not guaranteed funding. The CIP represents the City Administration and City Council's best judgment when adopting the Plan. Priorities established in the CIP subsequently guide decisions made by the City Administration and the various boards and commissions appointed by the City Council.

The capital planning process will begin earlier in future years to make the Plan more feasible in general, especially due to the current environment of high inflation and interest rates. An earlier start will allow staff to incorporate feedback from the City Council on future projects.

RELATIONSHIP TO THE ANNUAL OPERATING BUDGET

Annual operating funds, such as the General and Utility Funds, are the funding source for some CIP projects. In these cases, these CIP projects become authorized by adopting the Annual Budget Ordinance. Projects funded through debt financing also impact the operating budget through ongoing debt service expenses. Finally, some completed CIP projects will directly affect the operating budget as they will require ongoing expenditures for staff and other operating costs.

CAPITAL IMPROVEMENT FUNDING

The funding sources used to execute the Plan are as important as the capital projects in the Plan. The City of Mebane funds Capital Improvements using various sources broadly categorized as cash, grants, or debt financing.

Cash, or pay-as-you-go (PAYGO), funds come from tax revenue, development-related fees, program fees, State revenue, and interest earnings. Some sources, such as State revenue from the Powell Bill and certain others, may only be spent to meet particular needs. Other revenue sources are unrestricted. Funding sources for the CIP are as follows:

General Fund: General Fund revenue, such as ad valorem taxes, sales taxes, utility taxes, and other similar revenues, are used to fund City operations and may be used to fund capital projects such as facility improvements, transportation system improvements, and other similar projects. General fund resources are flexible, unrestricted revenue sources compared to other sources.

Utility Fund: The utility fund collects user fees for their operations and then invests a portion of that revenue into capital projects. The City uses these funds only for corresponding enterprise projects.

Water/Sewer Capital Reserve Fees: These fees are charged, based upon a City Council-approved System Development Fee Schedule, to developers of land within the City of Mebane to pay for the capital facility burden created by new development. Revenue from these fees is restricted for capital improvements to the water/sewer system or to fund debt service payments for improvements to these systems.

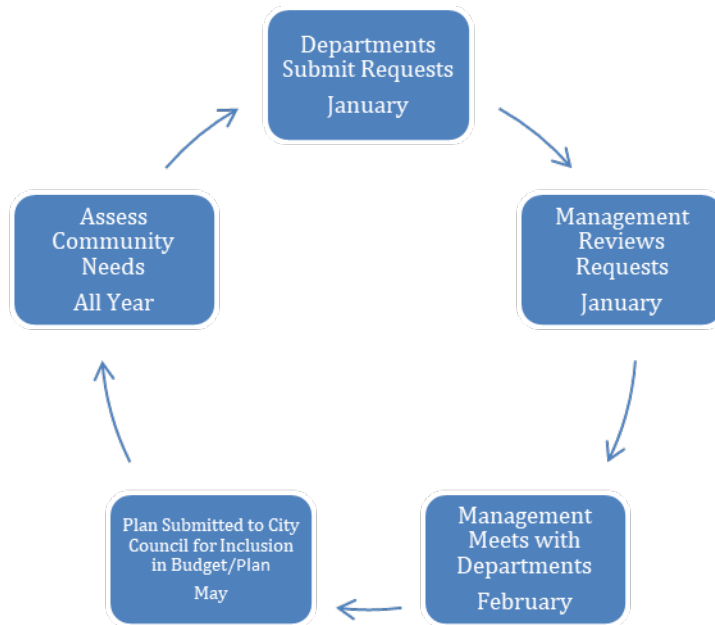
Debt Financing: The City uses several debt mechanisms for debt financing, including revenue bonds and traditional lease-purchase or installment financing. The tool selected varies depending on the funding level needed, the terms offered, and current debt market conditions. The City does not currently have general obligation bonds; however, they require approval by voters and are backed by the City's taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water and sewer) charges.

Grants: The City actively seeks local, State, and federal grant opportunities. Grants restrict expenditures to the purpose of the grant and, at times, will require a matching contribution from the City.

Reserve from Prior Years: As projects conclude, unspent budgeted amounts accumulate into reserves available for future projects. Reserves can also build up when the City collects revenue over the amount budgeted.

The CIP PROCESS

As illustrated below, the process for developing the CIP begins shortly after the beginning of a new fiscal year (July 1) as staff considers unmet capital needs in the recently adopted budget and other emerging needs. For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. All CIP project requests are due by the beginning of January of each year.



CIP PRACTICES

Long-Range Cost Estimates: Using the upcoming fiscal year as the base, staff consult the City Engineer to estimate future construction costs better.

Closing Projects: Projects are closed when the approved scope of work is complete. Staff reviews project statuses periodically to identify finished projects that can be closed. If the budget for a completed project has remaining funds, generally, the budget is closed, and the remaining balance accumulates in the fund balance. The accumulated fund balance is available to pay for future projects.

Horizon Issues: The proposed CIP funds projects based on priority. Staff reviews and analyzes the project details supporting these projects and considers them ready to move forward. However, in many situations, the City has identified a future need but has not yet completed a detailed analysis of weighed options or designed a specific facility. These projects include facilities, capital infrastructure, and business systems needed in the future, often beyond the CIP's five-year timeframe.

PLANNING BY FUND

The following sections present the projects submitted for the five-year planning timeframe under consideration, as well as the proposed funding source.

GENERAL FUND

Most projects included in the CIP are in the General Fund. This fund generates most revenue through ad valorem taxes, sales taxes, utility taxes, and other similar revenues. Compared to different sources, General Fund resources are largely flexible revenue sources.

Project Title	FY24-25					Total	Proposed Funding Source
	Recommended Budget	FY25-26	FY26-27	FY27-28	FY28-29		
Dark Fiber Setup	60,000					\$ 60,000	Cash
Fire Wall Upgrade	42,000					\$ 42,000	Cash
Fat Pipe Implementation	14,000					\$ 14,000	Cash
City Hall Copier Replacement	8,387					\$ 8,387	Cash
IT Total	\$ 124,387	\$ -	\$ -	\$ -	\$ -	\$ 124,387	
Lake Michael Spillway Renovation	6,273,468					\$ 6,273,468	Installment Financing
MACC Roof Renovation	423,000					\$ 423,000	Cash
Old Rec Gym Floor Restoration	175,000					\$ 175,000	Cash
Lake Michael Trail Expansion		100,000	400,000			\$ 500,000	Cash
Replacement of Work Truck #50		45,000				\$ 45,000	Installment Financing
Lebanon Rd. Trail Connector Paving	35,000					\$ 35,000	Cash
Replacement platform and stairs at MACC		16,000				\$ 16,000	Cash
Community Park Nets and Fence Replacement	18,000					\$ 18,000	Cash
Zero Turn Mower Replacement	15,000					\$ 15,000	Cash
Flag Pole Additions for Community Park and	12,000					\$ 12,000	Cash
ATV Vehicle for Greenway and Cates Farm	-	20,000				\$ 20,000	Cash
Shade Structure over Playground @ Old Rec	-	20,000				\$ 20,000	Cash
Replacement Pedal Boats for Lake Michael		30,000				\$ 30,000	Cash
Lake Michael's New Office / Boat House		250,000				\$ 250,000	Cash
Cates Farm Park Playground Phase #2		350,000				\$ 350,000	Cash
MACC Baseball/Softball Scoreboard Replacements				45,000		\$ 45,000	Cash
Community Park Shelter #1				45,000		\$ 45,000	Cash
Old Rec AC for the Gym				125,000		\$ 125,000	Cash
Shade for Farmers Market				750,000		\$ 750,000	Installment Financing
Rec & Parks Total	\$ 6,951,468	\$ 831,000	\$ 490,000	\$ 875,000	\$ -	\$ 9,147,468	

Project Title	FY24-25 Recommended						Total	Proposed Funding Source
	Budget	FY25-26	FY26-27	FY27-28	FY28-29			
Replace Existing Patrol Vehicles - reduced per	240,084	353,715	367,864	382,579	397,882	\$ 1,742,124	Installment Financing	
Special Event Traffic Control Trailer		25,000				\$ 25,000	Cash	
New Police Headquarters Design		888,250				\$ 888,250	General Obligation Bond	
New Police Headquarters Construction			14,630,000			\$ 14,630,000	General Obligation Bond	
Police Department Roof Replacement				287,375		\$ 287,375	Cash	
Police Total	\$ 240,084	\$ 1,266,965	\$ 14,997,864	\$ 669,954	\$ 397,882	\$ 17,572,749		
PW-060 Bucket Truck Replacement (2000) Used	120,000					\$ 120,000	Installment Financing	
New two bay addition to storage building - Boom mower	25,000	25,000				\$ 25,000	Cash	
PWD&PUD new equipment shelters - design		30,000				\$ 30,000	Cash	
Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction	55,000					\$ 55,000	Cash	
Asphalt hot box	62,000					\$ 62,000	Cash	
John Deere 930 m Zero Turn Mower	15,000					\$ 15,000	Cash	
Signal Light and Control Box Replacement		50,000				\$ 50,000	Cash	
PW/PUD Office Renovation Construction			160,000			\$ 160,000	Cash	
New two bay addition to storage building - Multi-use path - Third Street to Fifth Street Connector - Construction		300,000		250,000		\$ 250,000	Cash	
Snowplow for Backhoe			20,000			\$ 20,000	Cash	
Tractor			70,000			\$ 70,000	Cash	
Swap Loader w/ dump body, plow, and salt/sand spreader			80,000			\$ 80,000	Cash	
Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Drive			700,000			\$ 700,000	Cash	
Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. - design, cost estimate, (easement maps) and DOT permits				50,000		\$ 50,000	Cash	
Sidewalk - S. Third St. at Briarwood Dr. - intersection improvement design, cost estimate, and DOT permits				75,000		\$ 75,000	Cash	
Sidewalk - S. Third Ext. from Augusta Drive to Gibson Rd - construction				350,000		\$ 350,000	Cash	
New equipment shed approx. 50' X300'				600,000		\$ 600,000	Installment Financing	
Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. - construction and easements					175,000	\$ 175,000	Cash	
Dump Truck - add sand/salt spreader & plow					200,000	\$ 200,000	Installment Financing	
Sidewalk - S. Third St. at Briarwood Dr. - Construction, easements, CEI					350,000	\$ 350,000	Cash	
Salt shed w/ brining station approx. 50' X200'					400,000	\$ 400,000	Installment Financing	
Public Works Total	\$ 277,000	\$ 405,000	\$ 1,280,000	\$ 1,075,000	\$ 1,125,000	\$ 4,162,000		
Carbon monoxide exhaust system (2 items) - Sidewalk exhaust fan - garage bay	24,000	10,000				\$ 24,000	Cash	
Library HVAC RTU #3 unit replacement	18,000					\$ 18,000	Cash	
Mebane Library Roof Replacement		270,000				\$ 270,000	Cash	
Public Facilities Total	\$ 52,000	\$ 270,000	\$ -	\$ -	\$ -	\$ 322,000		
New Knuckle boom Truck		259,000				\$ 259,000	Installment Financing	
Pull-behind leaf vacuum trailer (Used)	80,000					\$ 80,000	Cash	
Sanitation transfer station feasibility study and preliminary site design (RFP)		40,000				\$ 40,000	Cash	
Replacement Leaf Vacuum Truck		275,000				\$ 275,000	Installment Financing	
Rear Load Garbage Truck (waiting on updated quote)			210,000			\$ 210,000	Installment Financing	
Replacement Leaf Vacuum Truck			285,000			\$ 285,000	Installment Financing	
Sanitation transfer station construction			500,000			\$ 500,000	Installment Financing	
Knuckle boom Truck				270,000		\$ 270,000	Installment Financing	
Side-load garbage truck					380,000	\$ 380,000	Installment Financing	
Sanitation Total	\$ 80,000	\$ 574,000	\$ 995,000	\$ 270,000	\$ 380,000	\$ 2,299,000		

Project Title	FY24-25 Recommended						Proposed Funding Source
	Budget	FY25-26	FY26-27	FY27-28	FY28-29	Total	
Plymovent Exhaust Management System Station	-	150,000				\$ 150,000	Cash
Plymovent Exhaust Management System Station	-	120,000				\$ 120,000	Cash
MSAE600+ Thermal Camera - 2 needed	23,000					\$ 23,000	Cash
MSA Rescue Aire - 2 needed	15,000					\$ 15,000	Cash
Hurst SC758 E3	-	11,500				\$ 11,500	Cash
Battalion Chief Vehicle		80,000				\$ 80,000	Installment Financing
Fire Station 4 West Design (CPO)		125,000				\$ 125,000	Cash
Replacement Platform Truck		3,000,000				\$ 3,000,000	Installment Financing
Engine			1,000,000			\$ 1,000,000	Installment Financing
Fire Station 4 West Construction (CPO)			7,500,000			\$ 7,500,000	General Obligation Bonds
Administration Vehicle				80,000		\$ 80,000	Installment Financing
Engine 5-East				1,000,000		\$ 1,000,000	Installment Financing
SCBA Replacement					660,000	\$ 660,000	Installment Financing
Quint or Rescue Truck					1,500,000	\$ 1,500,000	Installment Financing
Fire Total	\$ 38,000	\$ 3,486,500	\$ 8,500,000	\$ 1,080,000	\$ 2,160,000	\$ 15,264,500	
Grand Total	\$ 7,762,939	\$ 6,833,465	\$ 26,262,864	\$ 3,969,954	\$ 4,062,882	\$ 48,892,104	

Utility Fund

The Utility Fund only funds projects related to the water and sewer system.

Project Title	FY24-25 Recommended						Proposed Funding Source
	Budget	FY25-26	FY26-27	FY27-28	FY28-29	Project total	
Water Meters	170,000	180,000	190,000	190,000	200,000	\$ 930,000	Cash
Utilities Administration Total	\$ 170,000	\$ 180,000	\$ 190,000	\$ 190,000	\$ 200,000	\$ 930,000	
Vac Truck	603,750					\$ 603,750	Installment Financing
Pick-up Truck	50,098	50,000	65,000	80,000	65,000	\$ 310,098	Cash
Replacement Backhoe	155,000					\$ 155,000	Installment Financing
Water Rehab	17,000	250,000			200,000	\$ 467,000	Cash
Utility Oversizing	-	150,000	150,000	150,000	150,000	\$ 600,000	Cash
50% share of capital improvements @ Graham water plant	140,750	57,500	240,000	25,000	1,000,000	\$ 1,463,250	Cash
Inflow & Infiltration	-	500,000	500,000	500,000	500,000	\$ 2,000,000	Cash
Jones Road Outfall		112,500	887,500			\$ 1,000,000	Cash
Bowman - West Ten Road Connector & OAWS Interconnect		692,500	93,750	750,000		\$ 1,536,250	Cash
Replacement Mini-Excavator			120,000			\$ 120,000	Cash
Gravelly Hill Force Main Reroute			798,000			\$ 798,000	Cash
Wal-Mart Pump Station Abandonment				500,000		\$ 500,000	Cash
GE Pump Station and Force Main				1,250,000	2,000,000	\$ 3,250,000	Revenue Bonds
Fieldstone Pump Station Rehab					1,000,000	\$ 1,000,000	Cash
Utilities Maintenance Total	\$ 966,598	\$ 1,812,500	\$ 2,854,250	\$ 3,255,000	\$ 4,915,000	\$ 13,803,348	
WRRF Plant Expansion	57,892,342					\$ 57,892,342	Revenue Bonds
21.43% share of capital improvements @ Graham WRRF	86,135	75,440	465,750	23,575	59,800	\$ 710,700	Cash
Rotary Drum Thickener Rehab	-	100,000				\$ 100,000	Cash
Aeration basin nutrient analyzer		25,000				\$ 25,000	Cash
Polymer skid		35,000				\$ 35,000	Cash
Ford Escape		35,000				\$ 35,000	Cash
Aqua guard influent screen Rehab			100,000			\$ 100,000	Cash
WRRF Total	\$ 57,978,477	\$ 270,440	\$ 565,750	\$ 23,575	\$ 59,800	\$ 1,005,700	
Grand Total	\$ 59,115,075	\$ 2,262,940	\$ 3,610,000	\$ 3,468,575	\$ 5,174,800	\$ 73,631,390	

GENERAL FUND DEPARTMENT BUDGETS

CITY COUNCIL

FY 24-25 Manager's Recommended Budget					
City Council					
The City Council is the governing body of the City of Mebane, and consists of the mayor and five other councilmembers. Funding for this line is to support the training and supplies needed to conduct meetings and events.					
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change	
Personnel.....	\$ 58,969	\$ 65,020	\$ 65,021	0.0%	
Operating.....	27,849	6,850	9,760	42.5%	
Capital.....	-	-	-	NA	
Totals.....	<u>\$ 86,818</u>	<u>\$ 71,870</u>	<u>\$ 74,781</u>	4.1%	

HUMAN RESOURCES

FY 24-25 Manager's Recommended Budget					
Human Resources					
This is the first year Human Resources will not be part of the Administration Department. Human Resources handles recruitment and training of employees, as well as risk					
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change	
Personnel.....	\$ -	\$ -	\$ 237,459	N/A	
Operating.....	-	-	208,185	N/A	
Capital.....	-	-	-	N/A	
Totals.....	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 445,644</u>	N/A	

ADMINISTRATION

FY 24-25 Manager's Recommended Budget				
Administration				
Administration includes the City Manager and Assistant Manager, City Clerk, City Attorney, and Public Information. Prior to FY24-25, Human Resources was part of the Administration Department.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 871,236	\$ 985,594	\$ 859,011	(14.7%)
Operating.....	199,097	444,660	131,156	(239.0%)
Capital.....	51,270	-	-	N/A
Totals.....	<u>\$ 1,121,603</u>	<u>\$ 1,430,254</u>	<u>\$ 990,167</u>	(30.8%)

FINANCE

FY 24-25 Manager's Recommended Budget				
Finance				
The Finance Department consists of five employees responsible for all revenue collections and financial reporting for the City. One position, the Utility Billing & Collections Specialist, is funded by the Utility Fund. The Finance Department administers the financial affairs of the City including budget development and execution cash management, accounting, debt administration, payroll, utility billing, and collection, accounts payable and receivable, purchasing, and the sale of surplus property.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 411,866	\$ 471,902	\$ 426,858	(10.6%)
Operating.....	283,831	276,724	251,235	(10.1%)
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 695,697</u>	<u>\$ 748,626</u>	<u>\$ 678,093</u>	(10.4%)

INFORMATION TECHNOLOGY

FY 24-25 Manager's Recommended Budget				
Information Technology (IT)				
The IT Department has two employees and is responsible for management and maintenance of the citywide network of servers, computers and peripherals. This department assists all other departments about technology related items that are needed, and manages the City wide technology services.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 196,239	\$ 204,165	\$ 231,048	13.2%
Operating.....	574,313	1,309,742	1,360,519	3.9%
Capital.....	<u>143,301</u>	<u>199,174</u>	<u>124,387</u>	(60.1%)
Totals.....	<u>\$ 913,853</u>	<u>\$ 1,713,081</u>	<u>\$ 1,715,954</u>	0.2%

ECONOMIC DEVELOPMENT

FY 24-25 Manager's Recommended Budget				
Economic Development				
The Economic Development division provides for the City's efforts to attract desirable new businesses, industries and jobs.				
Incentive payments are triggered by request of companies when they successfully achieve the level of investment and jobs creation specified in their agreements with the City. Aided by revenue sharing with our partners Alamance County, Orange County and the City of Graham, the recommended budget for Economic Development provides for the continuation of existing agreements.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	1,269,188	1,080,214	900,214	(20.0%)
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 1,269,188</u>	<u>\$ 1,080,214</u>	<u>\$ 900,214</u>	(20.0%)

POLICE

FY 24-25 Manager's Recommended Budget				
Police				
The Police Department includes the Police Chief and sworn law enforcement officers who, along with their support staff, maintain the safety and peace of the community. The Mebane Police Department is committed to providing the best law enforcement services available for our citizens and visitors.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 4,070,547	\$ 5,552,423	\$ 5,738,972	3.4%
Operating.....	796,590	905,493	701,508	(29.1%)
Capital.....	<u>389,063</u>	<u>474,279</u>	<u>240,084</u>	(97.5%)
Totals.....	<u>\$ 5,256,200</u>	<u>\$ 6,932,195</u>	<u>\$ 6,680,564</u>	(3.8%)

FIRE

FY 24-25 Manager's Recommended Budget				
Fire				
The Mebane Fire Department is an organization of dedicated professionals who are committed to serving the community by protecting life and property through prevention, education, emergency medical and fire services. Operating out of three stations, the Department covers a 35 square-mile district with a population of nearly 25,000.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 3,222,374	\$ 4,104,401	\$ 4,267,077	4.0%
Operating.....	651,621	694,911	690,394	(0.7%)
Capital.....	<u>342,860</u>	<u>2,431,370</u>	<u>38,000</u>	(6298.3%)
Totals.....	<u>\$ 4,216,855</u>	<u>\$ 7,230,682</u>	<u>\$ 4,995,471</u>	(44.7%)

PLANNING

FY 24-25 Manager's Recommended Budget				
Planning				
The Planning Department provides long- and short-range planning and review, to provide for the orderly and safe growth of the City. Key responsibilities of the department include maintenance and enforcement of the Uniform Development Ordinance (UDO), managing current planning, and providing technical and administrative support to various boards and commissions.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 244,593	\$ 316,469	\$ 311,419	(1.6%)
Operating.....	145,437	289,790	137,086	(111.4%)
Capital.....	9,665	-	-	N/A
Totals.....	<u>\$ 399,695</u>	<u>\$ 606,259</u>	<u>\$ 448,505</u>	(35.2%)

INSPECTIONS

FY 24-25 Manager's Recommended Budget				
Inspections				
The Inspections Department provides permitting and code enforcement for safe growth of the City. The department analyzes applications for permits, determines associated costs, evaluates construction plans, records data on permits and inspections, and examine residential and commercial structures for compliance with state and local building codes.				
Expenditures*	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 666,956	\$ 819,433	\$ 854,535	4.3%
Operating.....	63,605	116,141	131,427	13.2%
Capital.....	59,310	66,700	-	(100.0%)
Totals.....	<u>\$ 789,871</u>	<u>\$ 1,002,274</u>	<u>\$ 985,962</u>	(1.7%)

ENGINEERING

FY 24-25 Manager's Recommended Budget				
Engineering				
The Engineering Department consolidates the costs of the General Fund's plan review, construction review, technical review and other engineering services required to provide for the orderly and safe growth of the City. The services include technical review, construction inspections, stormwater engineering, as well as our City Engineer's various services.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	445,500	445,500	455,000	2.1%
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 445,500</u>	<u>\$ 445,500</u>	<u>\$ 455,000</u>	2.1%

PUBLIC WORKS

FY 24-25 Manager's Recommended Budget				
Public Works				
The Public Works Department manages and maintains the City's streets, sidewalks, drainage systems and cemeteries, including infrastructure maintenance, landscaping and emergency/inclement weather response. Four full-time equivalents were moved from Public Facilities to this department in FY24-25.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 813,100	\$ 1,073,553	\$ 1,545,667	44.0%
Operating.....	1,281,139	1,572,926	1,592,888	1.3%
Capital.....	<u>819,103</u>	<u>1,172,476</u>	<u>277,000</u>	(323.3%)
Totals.....	<u>\$ 2,913,342</u>	<u>\$ 3,818,955</u>	<u>\$ 3,415,555</u>	(11.8%)

PUBLIC FACILITIES

FY 24-25 Manager's Recommended Budget				
Public Facilities				
The Public Facilities budget provides for citywide maintenance and upkeep of City buildings including the Mebane Library, and City Hall. Four full-time equivalents were moved from this department to Public Works in FY 24-25.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 392,224	\$ 559,890	\$ 115,604	(384.3%)
Operating.....	290,932	770,439	790,970	2.7%
Capital.....	153,872	85,809	52,000	(65.0%)
Totals.....	<u>\$ 837,028</u>	<u>\$ 1,416,138</u>	<u>\$ 958,574</u>	(47.7%)

SANITATION

FY 24-25 Manager's Recommended Budget				
Sanitation				
The Sanitation division provides for weekly garbage, recycling and yard waste pickup for residents within the City.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 505,342	\$ 592,234	\$ 668,697	12.9%
Operating.....	932,905	1,064,476	1,253,212	17.7%
Capital.....	315,827	919,268	80,000	(1049.1%)
Totals.....	<u>\$ 1,754,074</u>	<u>\$ 2,575,978</u>	<u>\$ 2,001,909</u>	(28.7%)

RECREATION & PARKS

FY 24-25 Manager's Recommended Budget				
Recreation				
The Recreation Department provides cultural and recreational opportunities to the residents of the City, including programming and maintenance at the athletic parks, two recreation centers, Lake Michael, Cates Farm and pocket parks throughout the city.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 1,091,685	\$ 1,290,484	\$ 1,373,620	6.4%
Operating.....	853,862	868,416	921,654	6.1%
Capital.....	<u>324,037</u>	<u>1,704,597</u>	<u>678,000</u>	(151.4%)
Totals.....	<u>\$ 2,269,584</u>	<u>\$ 3,863,497</u>	<u>\$ 2,973,274</u>	(29.9%)

NON-DEPARTMENTAL

FY 24-25 Manager's Recommended Budget				
Non-Departmental				
The Non-Departmental division includes general government expenditures that are not specific to any one functional area. Included in this department are group insurance contributions, outside agencies, property and liability insurance, unemployment insurance, debt payments (both principal and interest), and interfund transfers.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 121,734	\$ 170,173	\$ 170,173	0.0%
Operating.....	611,237	1,095,932	1,241,993	13.3%
Debt Service.....	1,779,396	2,035,812	2,529,504	24.3%
Transfers.....	<u>-</u>	<u>2,115,263</u>	<u>910,864</u>	(132.2%)
Totals.....	<u>\$ 2,512,367</u>	<u>\$ 5,417,180</u>	<u>\$ 4,852,534</u>	(11.6%)

GENERAL CAPITAL RESERVE FUND

FY 24-25 Manager's Recommended Budget

General Capital Reserve Fund				
The General Capital Reserve Fund is used to account for property tax proceeds set aside for capital projects.				
	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change
Revenues				
Interest Earnings.....	-	-	5,000	N/A
Total revenues.....	-	-	5,000	N/A
Other financing sources				
Transfers in.....	-	840,317	910,864	8.4%
Appropriated fund balance.....	-	-	-	N/A
Total revenues & other financing sources...	-	840,317	915,864	9.0%
Transfers and Reserves				
Transfers Out.....	\$ -	\$ -	\$ -	N/A
Utility Capital Reserve.....	-	840,317	915,864	9.0%
Total Expenditures.....	-	840,317	915,864	9.0%

SPECIAL REVENUE FUND – OCCUPANCY TAX

FY 24-25 Manager's Recommended Budget

Special Revenue Fund					
The Special Revenue Fund segregates the occupancy tax revenues and expenditures from other City revenues and expenditures. The FY 24-25 is the first year of this fund.					
	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change	
Revenues					
Occupancy Tax Proceeds.....	\$ -	\$ -	\$ 158,550	N/A	
Interest Earnings.....	-	-	-	N/A	
Total revenues.....	-	-	158,550	N/A	
Other financing sources					
Transfers in.....	-	-	-	N/A	
Appropriated fund balance.....	-	-	-	N/A	
Total revenues & other financing sources...	-	-	158,550	N/A	
	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change	
Expenditures					
Personnel.....	\$ -	\$ -	\$ 68,000	N/A	
Operating.....	-	-	90,550	N/A	
Capital.....	-	-	-		
Totals.....	-	-	158,550	N/A	

UTILITY FUND DEPARTMENT BUDGETS

UTILITY ADMINISTRATION

FY 24-25 Manager's Recommended Budget

Utility Administration				
The Utility Administration division includes billing and collections costs, the allocation of administrative costs from the General Fund and replacement and repair of new meters and the extension of other utility infrastructure. Operating costs increased due to IT software licenses being charged in the General Fund and shared as a cost allocation to the Utility Fund.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change
Personnel.....	\$ 882,783	\$ 1,005,063	\$ 1,123,246	11.8%
Operating.....	272,094	442,297	730,370	65.1%
Capital.....	<u>197,294</u>	<u>180,000</u>	<u>170,000</u>	(5.6%)
Totals.....	<u>\$ 1,352,171</u>	<u>\$ 1,627,360</u>	<u>\$ 2,023,616</u>	24.3%

UTILITY OPERATIONS & MAINTENANCE

FY 24-25 Manager's Recommended Budget

Utility Operations & Maintenance				
Utility Operations and Maintenance monitors all pump stations and provides maintenance for the water and sewer systems, including installation of new service and coordinating with Finance for cutoffs for nonpayment.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Personnel.....	\$ 1,268,126	\$ 1,632,736	\$ 1,776,470	8.8%
Operating.....	2,216,195	3,288,619	3,052,550	(7.2%)
Capital.....	<u>1,231,140</u>	<u>1,325,261</u>	<u>966,598</u>	(27.1%)
Totals.....	<u>\$ 4,715,461</u>	<u>\$ 6,246,616</u>	<u>\$ 5,795,618</u>	(7.2%)

UTILITY ENGINEERING

FY 24-25 Manager's Recommended Budget

Utility Engineering				
The Utility Engineering division consolidates the cost of the City Engineer for utility-related projects including design, review, testing and administrative functions like attending Council meetings.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	295,063	288,971	293,000	1.4%
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 295,063</u>	<u>\$ 288,971</u>	<u>\$ 293,000</u>	1.4%

WATER RESOURCE RECOVERY FACILITY

FY 24-25 Manager's Recommended Budget

Water Resources Recovery Facility (WRRF)				
This division operates and maintains the WRRF in order to remove nutrients from the City's wastewater to return it to the environment.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change
Personnel.....	\$ 737,043	\$ 1,062,091	\$ 956,833	(9.9%)
Operating.....	977,142	1,366,632	1,494,420	9.4%
Capital.....	181,410	237,450	86,135	(63.7%)
Totals.....	<u>\$ 1,895,595</u>	<u>\$ 2,666,173</u>	<u>\$ 2,537,388</u>	(4.8%)

UTILITY NON-DEPARTMENTAL

FY 24-25 Manager's Recommended Budget

Utility Non-Departmental				
The Non-Departmental division includes debt service, liability insurance and transfers.				
Expenditures	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Operating.....	28,989	12,400	32,600	162.9%
Debt Service.....	1,490,977	1,491,369	3,324,427	122.9%
Transfers.....	<u>1,691,158</u>	<u>135,000</u>	<u>-</u>	(100.0%)
Total.....	<u>\$ 3,211,124</u>	<u>\$ 1,638,769</u>	<u>\$ 3,357,027</u>	104.9%

UTILITY CAPITAL RESERVE FUND

FY 24-25 Manager's Recommended Budget

Utility Capital Reserve Fund				
The Utility Capital Reserve Fund is used to account for system development fees.				
	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended	% Change
Revenues				
System Development Fees.....	\$ 1,792,107	\$ 1,670,000	\$ 3,472,000	107.9%
Interest Earnings.....	<u>45,370</u>	<u>3,000</u>	<u>40,000</u>	1233.3%
Total revenues.....	<u>1,837,477</u>	<u>1,673,000</u>	<u>3,512,000</u>	109.9%
Appropriated fund balance.....	-	-	5,500,000	N/A
Total revenues & other financing sources...	<u>1,837,477</u>	<u>1,673,000</u>	<u>9,012,000</u>	438.7%
	FY 22-23 Actuals	FY 23-24 Amended Budget	FY 24-25 Manger's Recommended Budget	% Change
Transfers and Reserves				
Transfers Out *.....	\$ -	\$ -	\$ 5,500,000	N/A
Utility Capital Reserve.....	<u>1,837,477</u>	<u>1,673,000</u>	<u>3,512,000</u>	109.9%
Total Transfers and Reserves.....	<u>1,837,477</u>	<u>1,673,000</u>	<u>9,012,000</u>	438.7%

*Transfer to WRRF Expansion Capital Project.