



Greenville
NORTH CAROLINA

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**FY 2016-2017 Operating Budget
& FY 2017-2018 Financial Plan**





The Live United Courtyard, on West Fourth Street between Evans and Washington Streets, was a joint venture developed as a pocket park in the central city. The creative and distinctive urban park represents a partnership between several organizations, including the United Way of Pitt County, the Redevelopment Commission, Uptown Greenville, the City of Greenville, and the Pitt County Arts Council at Emerge. The City's Public Works Department coordinated construction of the Live United Courtyard.

This 2,000 square foot pocket park represents the redevelopment of a lot that, at one time, hosted a commercial structure, but was utilized as a gravel parking lot after the building was demolished years ago. In addition to being an urban outdoor public patio space, the courtyard is also one of several locations throughout the city hosting a United Way Born Learning Trail.

A January 2015 agreement between Uptown Greenville and the City established the park as the "Live United Courtyard" and designated each group's design, construction, and maintenance responsibilities. A dedication was held on June 9, 2016.

OUR MISSION

The City of Greenville's mission is to provide all citizens with high-quality services in an open, inclusive, professional manner, ensuring a community of excellence now and in the future.

OUR VISION

The City of Greenville is a vibrant, innovative, and inclusive community with unique and sustainable neighborhoods; an abundance of first-class arts, cultural and recreational opportunities; well-maintained and cost-effective infrastructure; a diversity of transportation options; and a strong business climate supported by entrepreneurialism and top-quality educational institutions.

OUR VALUES

INTEGRITY

We will be truthful, dependable, and fair in all actions.

RESPECT

We will value each person for their thoughts, opinions, and diversity.

PROFESSIONALISM

We will be professional and efficient in our work.

FAIRNESS AND EQUITY

We will practice fairness and equity in all decisions.

TEAMWORK

We will work together in a shared responsibility of service.

ACCOUNTABILITY

We will be accountable for our actions and decisions to all we serve.

COMMITMENT TO SERVICE AND EXCELLENCE

We will strive for excellence and be committed to providing high-quality services to our customers/citizens.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Greenville
North Carolina**

For the Biennium Beginning

July 1, 2014



Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Greenville, North Carolina for its biennial budget for fiscal year July 1, 2014-June 30, 2015 and is valid through the July 1, 2015-June 30, 2016 Financial Plan.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of two (2) years only. We believe that the City's current budget document continues to conform to the program requirements.

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GREENVILLE UTILITIES COMMISSION (GUC)

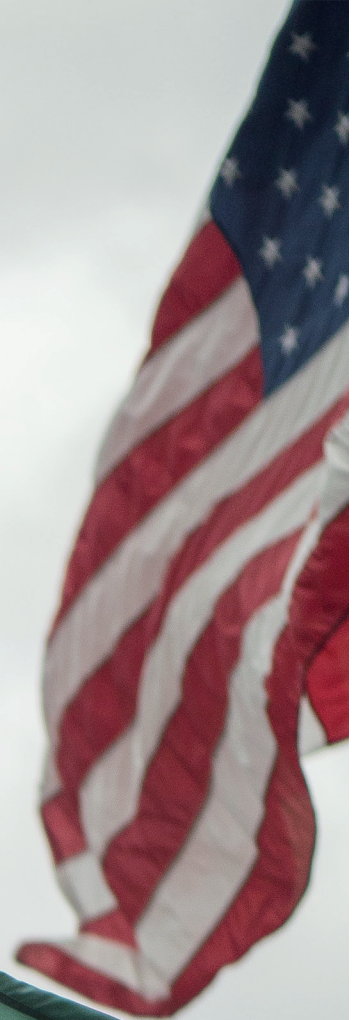
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FY 2016-2017 BUDGET & 2017-2018 PLAN

INTRODUCTION



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CITY OFFICIALS

Greenville has been governed by the council-manager governmental structure since 1953. Under this form of government, the City Council, which is elected by the people, is the final authority on policy matters relating to Greenville's government. The City Council employs a professional City Manager to handle the day-to-day management and operations of the City.

The Mayor and City Council are the governing body of the City. The Mayor acts as the official head of the government and spokesperson for the Council. The Mayor presides at all City Council meetings and signs all documents authorized by the Council. The Mayor Pro-Tem is selected by each newly-elected Council. This person assumes mayoral duties in the absence of the Mayor. The Mayor and City Council are responsible for establishing general policies for the operation of the City as well as appointing the City Manager, City Attorney, City Clerk, and members of the volunteer boards and commissions. The Council enacts ordinances, resolutions, and orders; adopts the annual budget; approves the financing of all City operations; and authorizes contracts on behalf of the City.



Mayor Allen Thomas



Mayor Pro-tem
Kandie Smith
District 1



Calvin Mercer
Council Member at-Large



Council Member
Rose Glover
District 2



Council Member
McLean Godley
District 3



Council Member
Rick Smiley
District 4



Council Member
P. J. Connelly
District 5

BOARDS AND COMMISSIONS

The City of Greenville has 21 active, standing boards and commissions which are listed below along with brief descriptions of their purpose.

Affordable Housing Loan Committee

Approve loans for first-time homebuyer down payment assistance, home mortgages, and elderly homeowner rehabilitation loans; make recommendations to City Council regarding the purchase of land to be used for affordable housing developments, creation and set-up of loan pool mortgage agreements with other financial institutions and making changes in funding allocations by funding category.

Board of Adjustment

Hear and decide appeals concerning zoning issues, applications for special use permits, and requests for variances under the terms of the Zoning Ordinance.

Community Appearance Commission

Promote, encourage, inform, suggest, and solicit improved community appearance on public and private property.

Environmental Advisory Commission

Recommend matters of environmental concern and serve as technical advisor to the City Council.

Firefighters Relief Fund Committee

Administer state supplemental retirement funds for retired firemen.

Greenville Bicycle and Pedestrian Commission

Advance Greenville as a bicycle and pedestrian friendly community and to encourage bicycling and walking among its citizens and visitors; provide advice and recommendations to the City Council on questions related to bicycle and pedestrian issues.

Greenville Utilities Commission

Supervise and control the management, operation, maintenance, improvement, and extension of public utilities.

Historic Preservation Commission

Recommend to City Council properties or districts for designation as historic properties or districts.

Housing Authority

Promote safe and sanitary public housing in the city.

Human Relations Council

Organize and implement programs dealing with problems of human relations and promote understanding, respect, good will, and equality of opportunity for all citizens.

Investment Advisory Committee

Assist in developing and evaluating investment strategies and options by the staff Investment Committee in compliance with the investment guidelines in the City of Greenville's policy.

Neighborhood Advisory Board

Act as a bridge between neighborhood associations and local government to discuss common concerns and advocate for collective solutions.

Pitt-Greenville Airport Authority

Operate and maintain the jointly owned City and County Airport; establish rules and regulations for the operation of the Airport, landing field and related facilities.

Pitt-Greenville Convention and Visitors Authority

Oversee the spending of the occupancy tax revenue; advise and assist in the promotion of activities and programs aiding and encouraging travel, tourism, and conventions.

Planning and Zoning Commission

Act in an advisory capacity to conduct planning studies within the City and its extraterritorial areas and prepare and adopt plans for achieving objectives for future development; administer and enforce planning and zoning regulations.

Police Community Relations Committee

Serve as liaison between community and police over concerns; serve as advocate for programs, ideas, and methods to improve relationships between the community and Police Department.

Public Transportation and Parking Commission

Investigate, review, and study the transit needs of the citizens of Greenville, on-street public parking policies throughout the city, and the parking needs of the Uptown Area.

Recreation and Parks Commission

Promote recreation and develop parks for the citizens of the City.

Redevelopment Commission

Promote redevelopment of the blighted areas within the territorial limits of the City of Greenville in the interest of the public health, safety, morals or welfare of the residents of the City of Greenville.

Sheppard Memorial Library Board

Establish policies for the Library; provide and maintain adequate library buildings, grounds, and equipment.

Youth Council

Make recommendations to City Council regarding issues affecting the City of Greenville, emphasizing those issues of particular interest to youth; provide leadership and guidance in matters relating to the youth of the City of Greenville, to individuals, to public and private organizations and agencies; and comment on requests made to the City Council related to the areas of particular interest to young people.

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RELATED ORGANIZATIONS

Greenville Housing Authority

In 1937, the United States Congress passed the United States Housing Act to provide decent homes for low-income families. The Greenville Redevelopment Commission and City Council established the Housing Authority of the City of Greenville (GHA) in May of 1961. Its principal programs and its funding are through the United States Department of Housing and Urban Development (HUD). While the Mayor appoints the seven members of the GHA's Board of Commissioners, the GHA is a quasi-government agency and a State-chartered corporation.

The GHA is committed to providing quality lease and for-sale housing opportunities by educating, training and assisting families to become self-sufficient. Additionally, the Housing Authority strives to empower individuals and families, promote independence through recognition of personal responsibility, while reducing social problems and strengthen the quality of life of residents of GHA.

The Mayor appoints the seven-member board of the Greenville Housing Authority. The City's accountability does not extend beyond making these appointments.

JOINT VENTURES

Convention Center

The City participated in a joint effort with the County of Pitt to purchase and develop property to be used as a convention center. Upon dissolution, the assets would be shared in proportion to each sponsor's original contribution. The City's initial contribution totaled \$1,200,000, which represents three-fifths of the total contribution. In April 2002, the City issued \$6.8 million of Special Obligation Revenue Bonds for the construction of the Convention Center. This debt is being repaid through the collection of hotel and motel occupancy tax. The Convention Center opened in May 2002 and is operated by an independent management firm.

Pitt-Greenville Airport Authority

The City is a participant with the County of Pitt in a joint venture to operate the Pitt-Greenville Airport Authority for the joint benefit of all co-sponsors. Upon dissolution of the Authority, the assets would be shared in proportion to each sponsor's original contribution. The Authority is governed by an eight-member board: four from the City and four from the County. All co-sponsors are obligated to contribute funds on an annual basis, as needed, to enable the Authority to operate the airport. The City made no contributions to the Authority during the fiscal year, as the airport budget was self sustaining. The participating governments do not have any equity interest in the joint venture.

JOINTLY GOVERNED ORGANIZATIONS

Pitt-Greenville Convention and Visitors Authority

The City Council appoints five of the eleven-member board of the Pitt-Greenville Convention and Visitors Authority. The City's accountability is to approve the annual budget along with the County of Pitt. The City does not contribute funds to the Authority. The Authority's operating funds are derived from a hotel and motel occupancy tax levied by Pitt County. The City has no other fiscal responsibility for the Authority.

North Carolina Eastern Municipal Power Agency

The City, in conjunction with 32 other local governments, is a member of the North Carolina Eastern Municipal Power Agency ("Agency"). The Agency was formed to enable municipalities that own electric distribution systems to finance, construct, own, operate and maintain generation and transmission facilities. Each participating government appoints one commissioner to the Agency's governing board. The 32 members, who receive power from the Agency, have signed power sales agreements to purchase a specified share of the power generated by the Agency. Except for the power sales purchase requirements, no local government participant has any obligation, entitlement or residual interest.



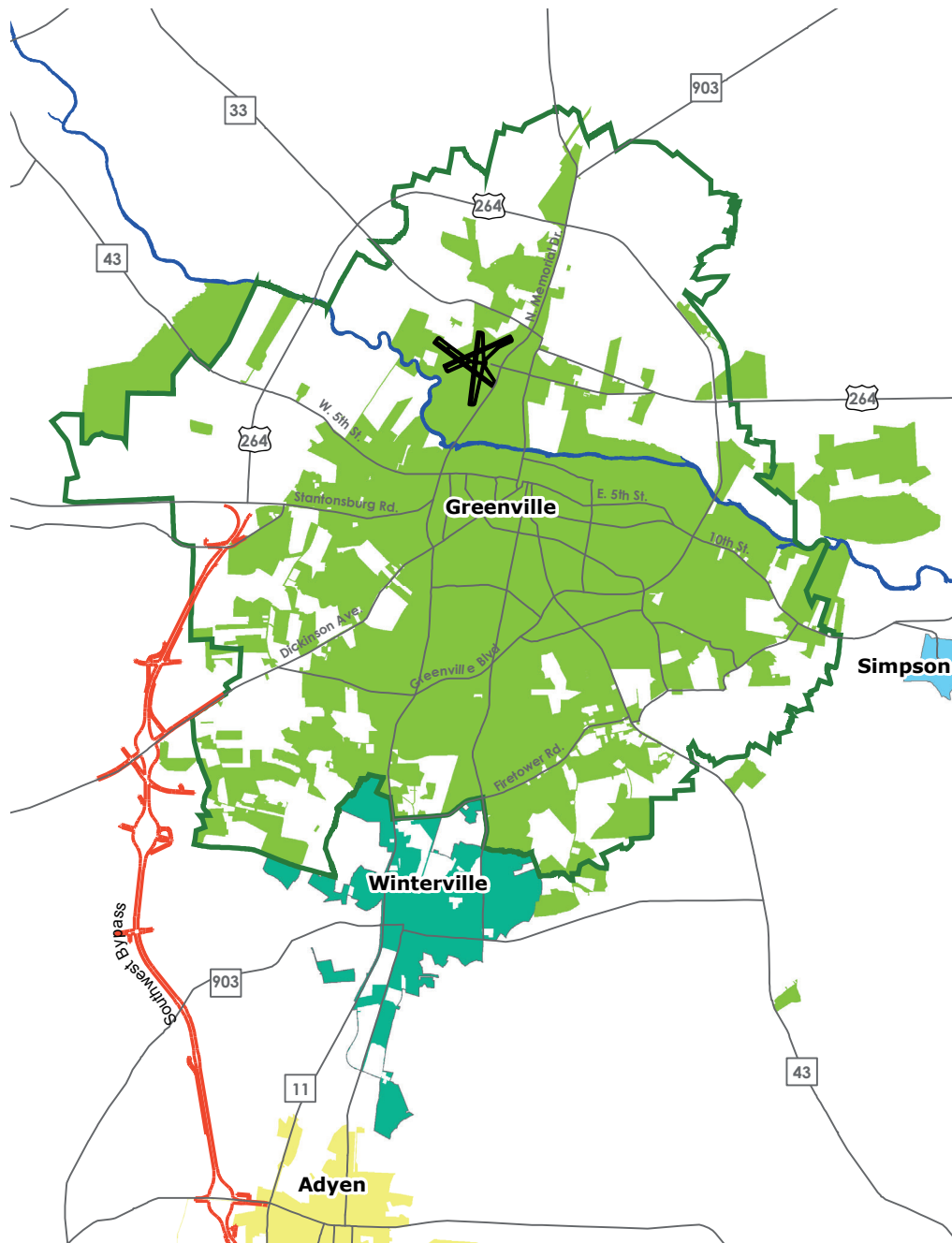
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FY 2016-2017 BUDGET & 2017-2018 PLAN
CITY OVERVIEW

GREENVILLE, NC

Some places have what it takes to help write the story of your life, to help you create and live your life to the fullest: opportunities, people and experiences that open minds and doors; activities that enrich and entertain. Places so welcoming that you feel you're in the presence of family and friends, and that everywhere you turn, you find yourself in good company. Located just inland off the North Carolina coast, east of I-95, Greenville is such a place.



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HISTORY

For over a century, Greenville was recognized only for being an important tobacco market and the home of a small State-supported college. By the mid 1960's, a new image began to evolve. The small college, East Carolina Teachers College, had become the third largest State-supported college, and enrollment approached 8,000 students—twice the 1960 enrollment figure. In 1967, it became East Carolina University. The ECU Medical School admitted its first four-year class in 1977. At the turn of the century, enrollment at ECU topped the 18,000 mark, and current enrollment is nearly 29,000 students.

Greenville's current economic development began in 1968 when Burroughs Wellcome, a major pharmaceutical research and manufacturing firm, chose Greenville as its home. The site is now home to Patheon Pharmaceuticals and DSM Dyneema, which together employ approximately 1,250 people. The city and Pitt County have also become home to many other major industries and businesses including NACCO Materials Handling Group, Alliance One International, TRC, Inc. (The Roberts Company), Grady-White Boats, and ASMO. These industries have added to Greenville's population and economic growth. Today, Greenville is a major industrial and economic center for Eastern North Carolina—a center for education, industry, medicine, and culture. The city covers approximately 35 square miles and has a population of 90,597.



Current Municipal Building - Former City Hall

THE SEAL



H.H. Duncan, City Clerk, conceived the idea in 1952 that the City of Greenville should have a City Seal.

After studying the seals of several cities in the United States and the great Seal of the state of North Carolina, he interviewed Mr. K. A. Conway, Designer, for the purpose of having him design a seal for the City of Greenville and explaining the representations he thought to be good to incorporate.

The Seal of the City of Greenville, North Carolina, was then designed to depict the influence of the Bright-Leaf Tobacco Industry on our city and Pitt County, which is represented on the seal by the hank of “Golden Leaf”.

The City of Greenville’s educational advantages—our good school system and East Carolina University, in which we take such great pride—are represented with a “Diploma Scroll” and a figure dressed in an “Academic Cap” and “Gown”. Since Greenville was established in 1774, this is the date used on the seal.

After Mr. Conway designed the seal, Mrs. R.B. Starling contributed to the completion of it. H. H. Duncan, City Clerk, had this seal made in 1957 for the approval of the Greenville City Council. The design was approved by the City Council on April 11, 1957.

PITT COUNTY



Pitt County got its name from William Pitt, Earl of Chatham. William Pitt was an English statesman and orator, born in London, England, UK. He studied at Oxford University and in 1731, Pitt joined the army. Pitt led the young “Patriot” Whigs and in 1756 became secretary of state, where he was a pro-freedom speaker in British Colonial government.

Pitt County was founded in 1760 under British Colonial government. Prior to 1760, there was one large county, Beaufort, which was split into five smaller counties, Pitt County being one of those smaller counties.

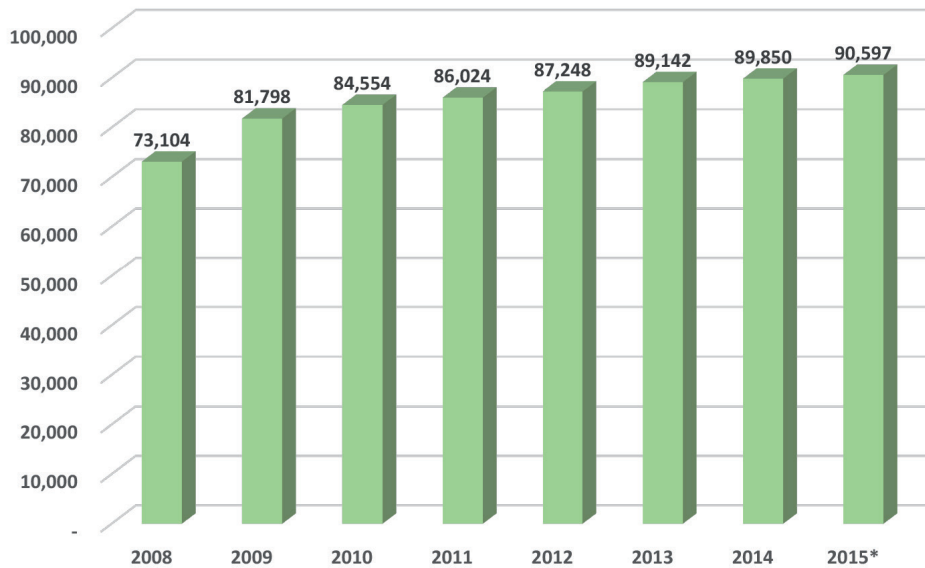
Since 1970, Pitt County has operated under the Commissioner-Manager form of government with nine members of the Board of Commissioners being elected from districts on a partisan basis for staggered, four-year terms.



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DEMOGRAPHICS

POPULATION



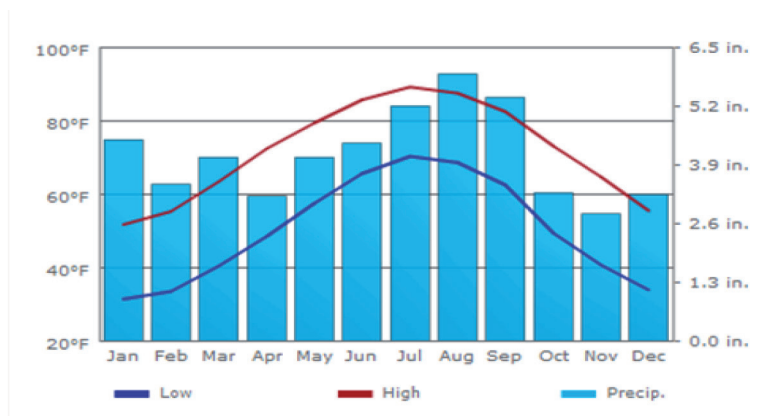
*2015 ACS 1-year estimates, 2015 population estimate and Census 2010 total population

CLIMATE

Pitt County has a relatively mild climate and experiences all four seasons each year. Greenville’s climate is warm during summer and cold during winter. The warmest month of the year is July, while the coldest month of the year is January. Temperature variations between night and day tend to be fairly limited during summer and moderate during winter. Rainfall is fairly evenly distributed throughout the year, with the wettest month of the year being August.

	Jan	Feb	Mar	Apr	May	June
Average high in °F	52	55	63	72	79	86
Average low in °F	31	33	40	48	57	65
Average precipitation - inch	4.45	3.46	4.06	3.19	4.06	4.37

	Jul	Aug	Sep	Oct	Nov	Dec
Average high in °F	89	87	82	73	65	55
Average low in °F	70	69	62	49	41	34
Average precipitation - inch	5.20	5.91	5.39	3.27	2.80	3.23



Annual average high temperature 71.6 °F
 Annual average low temperature 50.1 °F
 Average temperature 60.9 °F
 Average annual precipitation 49.4 in.

STATISTICAL INFORMATION

Government

Date of incorporation	1774
Form of government	Council-Manager
# of employees (excluding police/fire)	364.75

Population - by Fiscal Year

2010 (US Census)	84,554
2011	86,024
2012	87,248
2013	89,142
2014	89,850
2015 Estimate	90,597

Population - by Age (2010 Census)

< 18	15,832
18 - 19	7,246
20 - 24	17,143
25 - 34	13,726
35 - 49	12,848
50 - 64	10,722
65 & over	7,037

Population - by Sex (2010 Census)

Male	38,762
Female	45,792

Fire Protection

# of stations	6
# of fire personnel and officers	158
# of calls answered - Fire	7,113
# of calls answered - EMS	28,380

Sewer System

Miles of sanitary sewers	479
# of treatment plants	1
# of service connections	29,248
Daily average treatment (million gal)	11.2
Max daily capacity of plants (million gal)	17.5

Area Statistics

Streets (miles)	269.1
Streetlights	7,105
Traffic signals	32

Ethnicity (2010 Census)

Hispanic or Lantino	3,183
Non Hispanic or Latino	81,371

Race (2010 Census)

White	47,579
African American	31,272
Asian	2,025
American Indian and Alaska Native	303
Native Hawaiian and Pacific Islander	34
Other	1,489
Identified by two or more	1,852

City of Greenville Facilities and Services

Recreation Centers	7
Parks	26
Park acreage	1,454
Golf courses	1
Swimming pools	2
Tennis courts	21
Greenway—miles	3.1

Miscellaneous Statistics

Police Protection

# of stations	3
# of personnel and officers	241
# of patrol units	202
Physical arrests	4,254
Traffic violations	8,753

Water System

Miles of water mains	629
# of service connections	35,599
# of fire hydrants	3,602
Daily average consumption (million gal)	12.5
Max daily capacity of plant (million gal)	22.5

Sources: Population obtained from US Census Bureau.

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LOCAL ECONOMY

Pitt County is a rapidly growing, well-diversified employment and service center for eastern North Carolina. As one of the fastest growing centers in the state, the population increased by 25.7% between 2000 (133,798) and 2010 (168,148). Pitt County is the 14th most populous county in North Carolina with a current population of 178,188 (July 2015). The Greenville MSA, which encompasses all of Pitt County, was the fourth fastest growing MSA in North Carolina during the 2000's.

New and expanded industrial investments for 2015 and 2016 included: Mayne Pharma Inc, DR Burton, and Metalix. These and other primary investments for 2015-2016 total in excess of \$70 million and will provide over 200 new jobs. Pitt County retains its position as the number one retail trade center in the central and northern areas of eastern North Carolina. Taxable sales activity for fiscal year ending June 2016 (\$2.15 billion) shows Pitt County ranked at 12th in the state with a 6.2% increase over the previous fiscal year.

Major Employers

Employer	# of Employees	Employer	# of Employees
Vidant Health	7,868	East Carolina University	5,795
Pitt County Schools	2,754	Patheon Pharmaceuticals	1,200
NACCO Materials Handling	1,000	Pitt Community College	953
County of Pitt	910	City of Greenville	772



EDUCATION

PITT COUNTY SCHOOLS

The Pitt County School System is accredited by AdvanceED as a Quality School System. This achievement recognizes the quality of education afforded the students in Pitt County Schools through the leadership of the superintendent and governing authority, the dedication and service of the professional staff, and the support of community stakeholders.

Pitt County Schools currently serves more than 23,500 students in 38 schools and is continuing to see annual growth in its student population.

Elementary Schools (K-5)	K-8 Schools	Middle Schools (6-8)	High Schools (9-12)
Ayden Elementary Belvoir Elementary Creekside Elementary Eastern Elementary Elmhurst Elementary Falkland Elementary H.B. Sugg Elementary Lakeforest Elementary Northwest Elementary Ridgewood Elementary Sam D. Bundy Elementary South Greenville Elementary W.H. Robinson Elementary Wahl-Coates Elementary Wintergreen Intermediate Wintergreen Primary	Bethel School Chicod School G.R. Whitfield School Grifton School Pactolus School Stokes School	A.G. Cox Middle Ayden Middle C.M. Eppes Middle E.B. Aycock Middle Farmville Middle Hope Middle Wellcome Middle	Ayden-Grifton High D.H. Conley High Farmville Central High J.H. Rose High North Pitt High South Central High Early College High



CLASS OF 2016

The graduating class of 2016 was offered \$25,887,690 in scholarships. This scholarship total was the highest ever for the district. Some of the scholarships included NC Scholars, East Carolina University Honors College Scholarships, a North Carolina State University Park Scholarship, a North Carolina State University Goodnight Scholarship, a Wingate University Trustee Scholarship, a University of North Carolina Carolina Scholar Scholarship, a West Virginia University Honors College Scholarship, Campbell University Presidential and L. Kimsey Mann Scholarships, Meredith College Legacy Scholarships, an SECU People Helping People Scholarship, a University of California at San Diego James Day Scholarship, several athletic scholarships and scholarships for the United States Military Academy, United States Marine Corps., and the United States Naval Academy among many others.

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EAST CAROLINA UNIVERSITY

Whether it's meeting the demand for more teachers and healthcare professionals or improving economic conditions and quality of life in the region, East Carolina University (ECU) has answered the call to serve for more than a century. Today, East Carolina's bold direction continues to define its region and legacy.

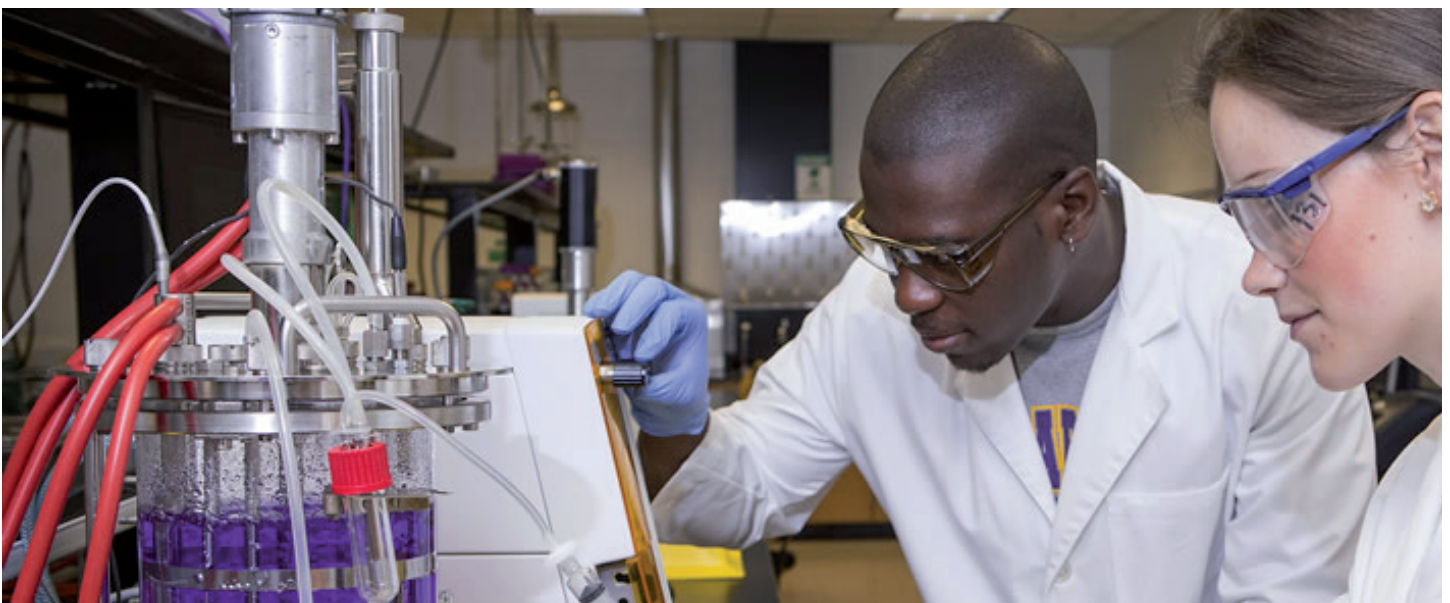
ECU's service mission and continual commitment to excellence have made the university one of the fastest-growing institutions in the nation. The university boasts a student population of nearly 29,000 with more than 5,500 faculty and staff and offers 88 bachelor's, 72 master's, two intermediate, five professional doctoral, and 12 research/scholarship doctoral degrees, along with 79 departmental certificates. In fall 2016, 43% of all degree-seeking students were enrolled in a STEM (Science, Technology, Engineering and Math) or health-care program.

In 2015, East Carolina University was granted millennial campus status which means ECU can collaborate with private companies to commercialize research discoveries and offer advanced training to benefit the region's high-tech industries. There are only two Universities in North Carolina that hold this status.

The students' potential, combined with the promise of expanding services such as the East Carolina Heart Institute and the School of Dental Medicine, help ECU make an extraordinary difference in the region and beyond. Through dedication to research, teaching, service, and leadership, the university will continue to create a bright, bold future.

ECU COLLEGE OF ENGINEERING AND TECHNOLOGY

The mission of ECU's Department of Engineering is to provide a theory-based, application-oriented general engineering education that serves as a basis for career success and lifelong learning. The foundation of student success is collaborative learning. Currently, there are six possible areas of concentration for a Bachelor of Science in Engineering including Biomedical, Bioprocess, Electrical, Environmental, Industrial and Systems, and Mechanical. ECU also offers a Master of Science in Biomedical Engineering as well as a 10-week summer research program funded by the National Science Foundation (NSF) in Biomedical Engineering in Simulations, Imaging and Modeling (BME-SIM).



PITT COMMUNITY COLLEGE



In March 1961, Pitt Community College (PCC) was chartered and designated by the State Board of Education as an industrial education center. The College began its operation as Pitt Industrial Education Center during the same year. In 1964 the programs developed and expanded, and the school was designated a technical institute by the State Board of Education. The name was changed to Pitt Technical Institute in July of that year. The Vernon E. White building was opened in September, with nine curricula and 96 students. By the summer of 1979, multiple additions had been added to the campus, which prompted the North Carolina General Assembly to enact a bill to change Pitt Technical Institute to Pitt Community College. This change brought about the addition of the two-year University Transfer programs.

Since that time, PCC has been awarded accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. During the first five decades of the College's existence, enrollment and facilities have continued to grow to meet the local workforce development. The main campus, located in Winterville, North Carolina, now consists of 294 acres and 22 buildings with a total of 547,000 square feet. PCC currently offers over 60 curriculum programs, 44 Associate degree programs, 22 diploma programs and 18 University Transfer programs.

HEALTHCARE

VIDANT MEDICAL CENTER

Vidant Medical Center is a hospital located in Greenville, North Carolina. It is the flagship teaching hospital for Vidant Health and is affiliated with the Brody School of Medicine at East Carolina University. Vidant Medical Center is the only trauma center east of Raleigh. Vidant Medical Center is licensed for 861 beds and had 44,698 admissions in fiscal year 2015. Of the 861 beds, 734 are general beds, 75 are rehab beds, and 52 are psychiatric beds. The hospital has 35 operating rooms: 26 rooms are Shared Inpatient/Ambulatory Surgery; four rooms are C-Section; three rooms are Other Inpatient; two rooms are Endoscopy. Vidant Medical Center is the largest employer in North Carolina east of Raleigh and 20th overall in the state.

BRODY SCHOOL OF MEDICINE

Brody School of Medicine (BSOM) is the medical school at East Carolina University, located in Greenville, North Carolina. It is the fourth oldest medical school in North Carolina. Brody School of Medicine was first appropriated funds from the General Assembly in 1974. Under the leadership of former Chancellor Dr. Leo W. Jenkins, the first class of 28 students enrolled in 1977. The school's primary mission is "to increase the supply of primary care physicians to serve the state, to enhance the access of minority and disadvantaged students in obtaining a medical education, and to improve health status of citizens in eastern North Carolina".

Today, Brody School of Medicine grants the M.D. and Doctor of Philosophy (Ph.D) degrees, as well as a Master of Public Health (MPH) degree. The school has a student body of about 470 students and around 450 faculty members and researchers. BSOM organizes research through over a dozen research centers and institutes, receiving around \$30 million in externally funded grants and contracts yearly. BSOM is ranked as a "top medical school" by U.S. News & World Report in primary care, rural medicine and family medicine.

EAST CAROLINA HEART INSTITUTE

The East Carolina Heart Institute is the first in North Carolina devoted exclusively to education, research, treatment, and prevention of cardiovascular diseases. The institute is associated with Vidant Medical Center and East Carolina University. The primary facilities that make up the Heart Institute are located on the campuses of Vidant Medical Center and ECU's Brody School of Medicine. Private practice physicians in Greenville and throughout the region are an integral part of the Heart Institute. Together, skilled physicians and professional staff provide an array of high-quality cardiovascular services to adults and children, using the most advanced equipment and techniques to manage both familiar and rare cardiovascular problems. Services range from prevention and management of risk factors to complex and innovative surgeries followed by rehabilitation and patient education.



SCHOOL OF DENTAL MEDICINE

The ECU School of Dental Medicine enrolled its first class of pre-doctoral students in 2011. The faculty, staff, student and patient populations are growing rapidly as the school lives out its vision to educate the next generation of primary care dentists with a focus on serving rural and underserved areas of North Carolina. The 188,000 square-foot facility is named for its benefactor and retired Greenville orthodontist Dr. Ledyard E. Ross, ECU class of '51. Programs of study include the pre-doctoral program, leading to a doctor of dental medicine degree (DMD), and post graduate programs in advanced education in general dentistry (AEGD), general practice residency, and pediatric dentistry.



VIDANT CANCER CENTER

Vidant Health officials broke ground on March 20, 2015 for a new cancer center and bed tower at Vidant Medical Center. The new center was designated to create a state-of-the-art medical destination for oncology patients and families. The new six-story, 418,000 square foot cancer center and bed tower will be adjacent to the East Carolina Heart Institute on the Vidant Medical Center campus. The 96-bed facility will be designed so all inpatient beds can provide care at either intensive or intermediate care levels. Construction of the center began in April 2015 with an estimated completion in 2018.



TRANSPORTATION

GREENVILLE AREA TRANSIT

Greenville Area Transit (GREAT) is owned and operated by the City of Greenville as the Transit Division of the Public Works Department. GREAT invites you to ride our buses often. It's easy, convenient, and a bargain. Greenville Area Transit is committed to providing the best service to all types of riders. GREAT complies with both ADA regulations and State of North Carolina accessibility requirements. All GREAT buses have features to aid persons with disabilities. Persons with a disability that prevents them from using the GREAT buses may qualify for a paratransit service provided by GREAT through the Pitt Area Transit System (PATS). This is a special van curb-to-curb service that is available only to qualified disabled applicants. This service is provided during the same hours that the GREAT bus service is provided.

PITT-GREENVILLE AIRPORT

The Pitt County—City of Greenville Airport is located at 400 Airport Rd, Greenville, NC 27834. Their pride is in being a quiet and friendly local airport located just two miles from East Carolina University, three miles from Vidant Medical Center, and easily accessible from Interstates 40 and 95. The Pitt-Greenville Airport consists of two runways and covers just under 1,000 acres and is serviced commercially by American Airlines, with a thriving general aviation sector, serving all our private customers.

RAIL FREIGHT SERVICE

Pitt County is served by two of the nation's largest and most financially sound railroad systems—CSX Transportation Inc. and Norfolk Southern Railway Company, as well as a local short line railroad, Carolina Coastal Railway (CLNA), which serves agricultural and industrial facilities in eastern North Carolina. The rail systems operate trains seven days a week and provide daily switching. Special switching arrangements can be made. CSXT bisects Pitt County, running north-south through Bethel, Greenville, Winterville, Ayden, and Grifton. CLNA runs east-west, serving Grimesland, Greenville, and Farmville. The two systems interconnect at Greenville.

UPCOMING TRANSPORTATION PROJECTS

The City, in partnership with the North Carolina Department of Transportation (NCDOT), will be moving forward with several transportation projects over the biennial period that will enhance mobility throughout the city. The following are descriptions of the major projects that will be under construction over the biennial period:

TENTH STREET CONNECTOR

The Tenth Street Connector project will connect the intersection of Stantonsburg Road and Memorial Drive with the intersection of Tenth Street and Dickinson Avenue. A critical piece of this project will be the separation of the CSX Railroad and Tenth Street so citizens traveling along Tenth Street can continue without being stopped by a train. This project is currently underway and is estimated to be complete in early 2018.

264 SOUTHWEST BYPASS

The NCDOT will construct a four-lane, median divided, fully-controlled access facility on new location from US-264 west of Greenville to NC-11 near Ayden making an easier transition from one side of the City to the other as well as relieving traffic congestion. Expected completion of the bypass will be sometime in 2018.

GREENVILLE TRANSPORTATION ACTIVITY CENTER (GTAC)

GTAC will be a centrally located transfer facility where all local and regional transportation services could connect. The Greenville Area Transit system (GREAT bus system), Pitt Area Transit (PATS), ECU Transit, and Greyhound would all utilize the facility for connections along with taxis and the new Amtrak Connector. The Center will provide a covered transfer facility with seating, restrooms, and more, giving people a choice of transportation options. Ground breaking for this facility is scheduled for October 2016 and will take approximately one year to build.



CULTURE AND RECREATION

MUSEUM OF ART

Cultural activities abound. One need not look far to experience the numerous art galleries, museums, community and university theatres, as well as the countless music venues to choose from throughout the area. Greenville Museum of Art (GMA) features exhibits from its permanent collection of 19th and 20th Century American arts, as well as traveling regional and national exhibits. GMA also owns one of the largest public collections of NC Jugtown Pottery. Uptown Greenville has emerged as an arts and entertainment district offering an eclectic array of activities from live displays of local and regional artists in galleries to live music in unique dining and bar establishments.



PIRATEFEST

PirateFest began in 2007 and is a large outdoor celebration offering food, fun, and entertainment for pirates of all ages! The event kicks off with live music at the Buccaneer Bash on Friday evening. Events on Saturday include the International Festival, Uptown Arts Festival, Blackbeard's Marketplace, Buccaneer Bash Main Stage & Grog Garden, Little Pirates Pavilion, and the Pirate Encampment. Finish the night off with the headline band performance at the Buccaneer Bash Main Stage. PirateFest offers three live music stages, and historical bus tours.

Learn how to become a pirate at the school of piracy, and be on the lookout for the roving pirate entertainers complete with sword fighting, black powder demonstrations, and more!

Organized by Uptown Greenville, Pitt County Arts Council at Emerge, The City of Greenville, Greenville Convention and Visitor's Bureau, and East Carolina University's Volunteer Service-Learning Center, PirateFest will showcase the best of region, from artists, to restaurants, to unique recreational activities.

PITT COUNTY ARTS COUNCIL AT EMERGE

The Pitt County Arts Council at Emerge is a non-profit arts organization dedicated to enhancing the quality of life in Pitt County by promoting artists and arts organizations, educating through the arts, and making the arts accessible to the entire community. The Pitt County Arts Council at Emerge offers a variety of workshops and classes for youth and adults in pottery, metal design/jewelry, painting, drawing, and much more.



TRILLIUM PLAYGROUND PROJECT AT TOWN COMMON

The construction of an all-inclusive playground at the Town Common is part of an overall plan to redevelop the 25-acre park along First Street. Construction of the playground is nearly complete and will open in November 2016. The one-acre playground will have rubberized surfaces and handicap-accessible equipment like the Liberty Swing, which is designed for children in wheelchairs. Other features at the playground will include a natural play area designed to mimic natural landscapes; a climbing dome; ziplines; an adult exercise equipment station; and a hillside slide and climber integrated into the natural landscape of the park.

The project is being funded through a \$750,000 grant the City received from Greenville-based Trillium Health Resources. Trillium has awarded 30 grants through its Play Together Accessible Playground program, which provides municipalities with funding to build fully accessible, all-inclusive playgrounds for people with special needs and physical disabilities.



RECREATION AND PARKS

Greenville Recreation and Parks' mission is to advance parks, recreation, and environmental conservation efforts that promote mental and physical health, serve as a deterrent to illegal or inappropriate behaviors, and enhance Greenville's quality of life.

The Recreation and Parks Department provides a variety of athletic, recreational, and arts and crafts activities for all ages and special populations. The department maintains over 36 parks and recreational facilities, including numerous gymnasiums, recreation and community centers, swimming pools, tennis courts, a soccer complex, softball and baseball fields, playgrounds, a greenway, as well as the Town Common and Greenville Toyota Amphitheater, River Park North, Bradford Creek Public Golf Course, the Aquatics and Fitness Center, the Extreme Park, the Sports Connection, and River Birch Tennis Center.



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SHOPPING

Located in the center of Eastern North Carolina, Greenville and Pitt County have emerged as a natural commercial hub for the region. Numerous retail options offer shoppers variety in price, selection, and style, and range from boutiques to consignment shops, malls to commercial strips, and galleries to showrooms. Greenville is also home to world-famous Hatteras Hammocks and Pawley's Island Hammocks as well as Overton's, the world's largest water sports dealer.

QUALITY RESTAURANTS



Greenville and Pitt County also have a diverse mixture of quality restaurants, with more than 350 eating establishments available for the choosing. This has created an eclectic selection to choose from for diners living in or visiting the area. Traditional American, regional Southern, and ethnic and cultural cuisines that include Italian, Greek, Mexican, Indian, and various Asian influences all attract diners—not to overlook regionally famous Eastern North Carolina barbecue. Just about all tastes can be tempted at local restaurants.



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FY 2016-2017 BUDGET & 2017-2018 PLAN
CITY MANAGER'S MESSAGE

CITY OF GREENVILLE

Office of the City Manager



July 1, 2016

Honorable Mayor, Members of City Council, and Citizens of Greenville:

As approved by City Council on June 16, 2016, presented herein is the City of Greenville’s 2016-2017 (FY 17) budget and 2017-2018 (FY 18) financial plan. This balanced budget constitutes the City’s revenue and expense authorization for FY 17, as required by North Carolina law. The approved financial plan will serve as the basis for the FY 18 budget to be adopted by ordinance next year.

The FY 17 budget and FY 18 financial plan include all City funds: General, Debt Service, Transit, Sanitation, Fleet, Stormwater, Housing, Health, Capital Reserve, Facilities Improvement, and Vehicle Replacement. The budget document also includes separate budgets and financial plans for the Greenville Utilities Commission, Convention and Visitors Authority, and Sheppard Memorial Library. The FY 17 City of Greenville total operating budget is \$131,284,309 while the FY 18 financial plan is \$129,202,689. The FY 17 budget for all City of Greenville funds, and independent commissions/authorities, is \$392,528,704 and \$393,398,441 for the FY 18 financial plan.

BUDGET COMPARISON FOR ALL FUNDS

	FY 2014	FY 2015	FY 2016	FY 2016	%	FY 2017	%	FY 2018
	Actual	Actual	Original	Revised	Change	Original	Change	Plan
			Budget	Budget				
General Fund	\$ 74,311,463	\$ 77,407,669	\$ 78,105,680	\$ 81,790,383	1.04%	\$ 82,640,550	-0.83%	\$ 81,950,799
Debt Service	3,735,764	4,749,894	4,882,683	15,057,677	-63.92%	5,433,438	0.29%	5,448,934
Capital Reserve	415,488	43,370	50,000	1,497,301	39.14%	2,083,419	-100.00%	-
Housing	6,456,867	1,690,458	1,443,370	(1,549,200)	-191.40%	1,416,027	1.07%	1,431,149
Health	12,970,743	12,336,663	14,037,440	14,037,440	-8.92%	12,785,572	2.74%	13,135,690
Vehicle Replacement	3,883,203	2,854,810	3,839,362	5,662,104	-10.51%	5,066,743	-2.60%	4,934,770
Fleet Maintenance	3,935,987	3,575,629	4,457,387	4,527,283	-6.34%	4,240,378	2.28%	4,337,071
Facilities Improvement	-	1,545,434	2,317,630	2,542,933	-37.47%	1,590,000	3.27%	1,642,000
Transit	1,970,561	4,157,308	3,499,635	3,013,353	-16.04%	2,530,012	9.64%	2,773,992
Sanitation	7,573,629	7,571,736	7,801,578	7,896,578	-3.15%	7,647,951	-0.37%	7,619,286
Stormwater Utility	3,671,256	4,522,239	4,905,758	5,231,162	11.83%	5,850,219	1.35%	5,928,998
City of Greenville Funds	<u>118,924,962</u>	<u>120,455,210</u>	<u>125,340,523</u>	<u>139,707,014</u>		<u>131,284,309</u>		<u>129,202,689</u>
Greenville Utilities Commission	272,354,329	273,347,992	289,924,227	265,780,371	-3.12%	257,499,629	1.19%	260,564,610
Convention & Visitors Authority	844,781	929,807	1,046,840	1,111,840	9.35%	1,215,824	-1.40%	1,198,862
Sheppard Memorial Library	2,377,142	2,445,725	2,338,224	2,390,496	5.79%	2,528,942	-3.82%	2,432,280
Total All Funds	\$ 394,501,213	\$ 397,178,734	\$ 418,649,814	\$ 408,989,721		\$ 392,528,704		\$ 393,398,441

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General Fund Budget Overview

The following are highlights of the FY 17 Budget:

- Designed to continue current service and programmatic levels with approximately 70% of the budget appropriated to the City's core services
- Includes the addition of 3.0 positions within Fire/Rescue and funding for up to 10 Police Department positions over the biennial period through a pool that will serve as a match for additional positions through grants
- Includes a \$539,500 increase in debt service to finance approximately \$8 million in projects approved in the 2015 General Obligation (G.O.) Bond Referendum
- Includes a 2.0% cost of living adjustment for all employees for FY 17 and a 1.0% pay for performance increase / 1% market adjustment for FY 18
- Includes funding of approximately \$1.3 million over FY 17 and FY 18 towards the Town Common project, which is the City Council's #1 priority
- Includes a \$450,000 reduction in overall departmental budgets to assist the Council in funding various strategic priorities
- Includes a \$50,000 increase in the City's Other Post-Employment Benefits (OPEB) to reach the goal of an overall contribution of \$500,000 annually
- Includes \$35,000 to fund local labor employment training programs such as Summer Youth @ Work Program
- Includes approximately \$3.9 million in capital improvement project funding and approximately \$1.6 million in facility maintenance project funding for the FY 17

~GENERAL FUND REVENUES~

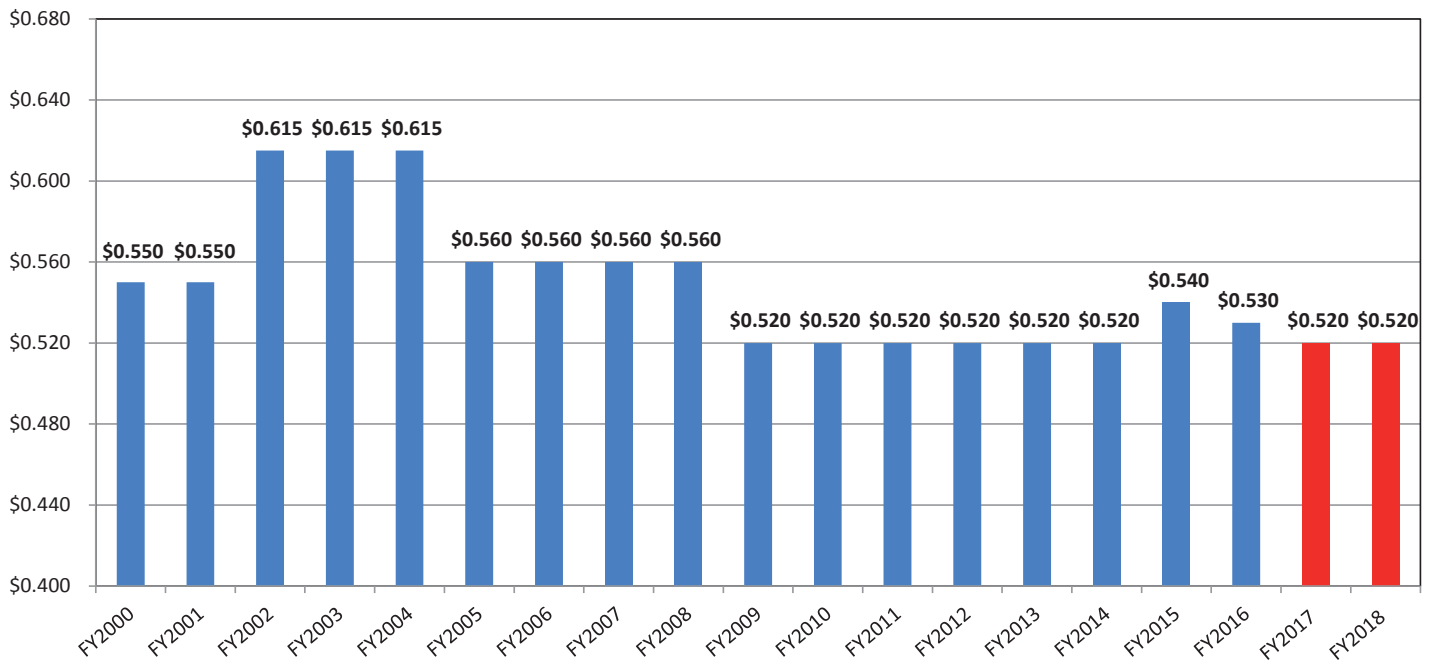
The General Fund is the City's primary government operating fund. The proposed budget and financial plan for the General Fund were developed using the City's anticipated revenues, including property tax revenues based on a tax rate of 52¢ per \$100 of property valuation. The following are the General Fund revenues by component:

	2014	2015	2016	2016	%	2017	%	2018
	Actual	Actual	Original Budget	Revised Budget	Change	Original	Change	Plan
Ad Valorem Taxes	\$ 30,898,892	\$ 31,860,174	\$ 32,020,369	\$ 32,020,369	2.26%	\$ 32,744,935	1.97%	\$ 33,391,107
Sales Tax	14,804,914	16,588,706	16,627,515	17,282,662	2.30%	17,681,023	2.00%	18,034,643
Utilities Franchise Tax	5,413,757	6,282,750	6,052,187	6,913,897	3.54%	7,158,899	2.00%	7,302,077
Motor Vehicle Taxes	1,315,164	1,096,015	1,018,705	1,018,705	45.64%	1,483,674	1.33%	1,503,457
Other Unrestricted	1,850,023	1,882,986	1,837,156	1,837,156	4.48%	1,919,396	0.84%	1,935,486
Powell Bill - State Allocation	2,215,848	2,235,741	2,235,741	2,235,741	-0.70%	2,220,065	0.00%	2,220,065
Other Restricted	860,066	749,943	1,018,844	1,151,585	-19.30%	929,310	-54.13%	426,310
Licenses, Permits & Fees	4,302,518	5,408,182	4,418,870	4,195,547	1.96%	4,277,874	1.56%	4,344,485
Sales & Services	3,767,731	4,342,318	3,829,303	3,829,303	-0.29%	3,818,233	1.24%	3,865,561
Sale of Police/Fire Parking Lot	-	-	-	-	0.00%	1,500,000	-100.00%	-
Other Revenues	398,607	34,082	338,946	398,033	-46.56%	212,727	0.72%	214,250
Investment Earnings	455,380	363,857	553,765	133,490	199.65%	400,000	0.00%	400,000
GUC Transfers In	6,107,729	6,505,044	6,500,000	7,362,268	-11.73%	6,498,420	9.80%	7,135,013
Other Financing Sources	1,920,834	57,871	1,654,279	3,411,627	-47.36%	1,795,994	-34.39%	1,178,344
	\$ 74,311,463	\$ 77,407,669	\$ 78,105,680	\$ 81,790,383	1.04%	\$ 82,640,550	-0.83%	\$ 81,950,799

The General Fund is budgeted at \$82,640,550 for FY 17, which is 5.81% more than the prior year's adopted amount of \$78,105,680. Approximately 1.92% of the overall 5.81% increase can be attributed to one-time revenue from the sale of the police/fire parking lot that is included in FY 17, making the overall net increase approximately 3.89% excluding the revenue from the sale.

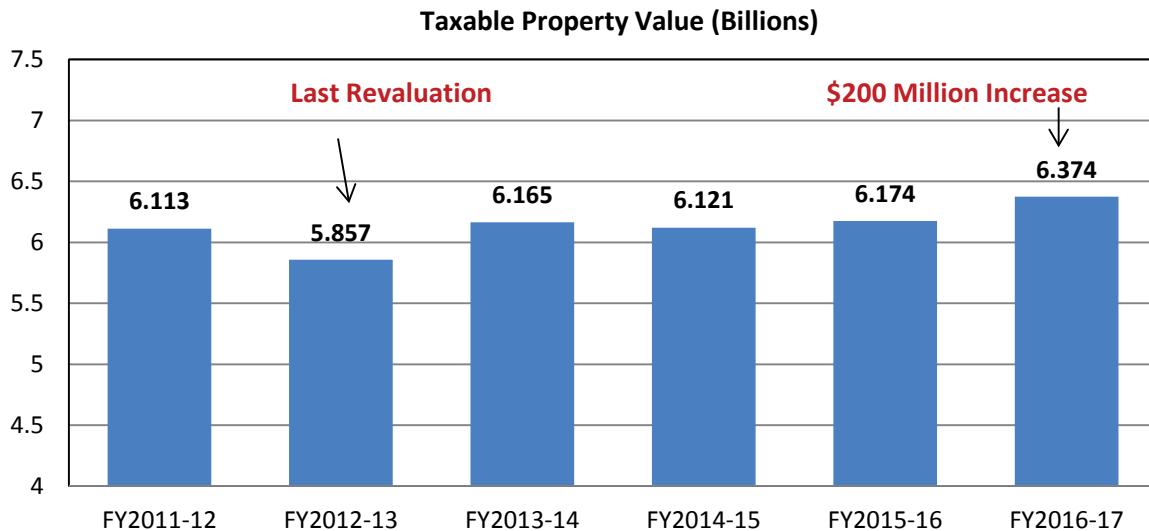
PROPERTY TAX

The adopted budget for FY 17 and financial plan for FY 18 is based on reducing the FY 16 tax rate of 53¢ per \$100 of valuation to a tax rate of 52¢. The following graph shows historical property tax rates for the City of Greenville dating back to FY 2000:



The 2¢ increase in the property tax rate between FY 2014 and FY 2016 was appropriated to fund the City's deferred maintenance needs as included in the City's ten-year Facilities Improvement Plan as well as to replace lost revenue from business license fees which were repealed by the North Carolina General Assembly.

Pitt County completed a property revaluation in January 2016 to revalue all property to its respective market value. Revaluation takes place every four years in Pitt County with the last revaluation being effective in FY 2013-14. For Tax Year 2016-2017, the assessed value for the City of Greenville is estimated at approximately \$6,374,477,022. For Tax Year 2012-2013, the City of Greenville's assessed value was \$5,857,690,585. This represents an increase in value of \$516,786,437, or 8.82%, over the four-year period.



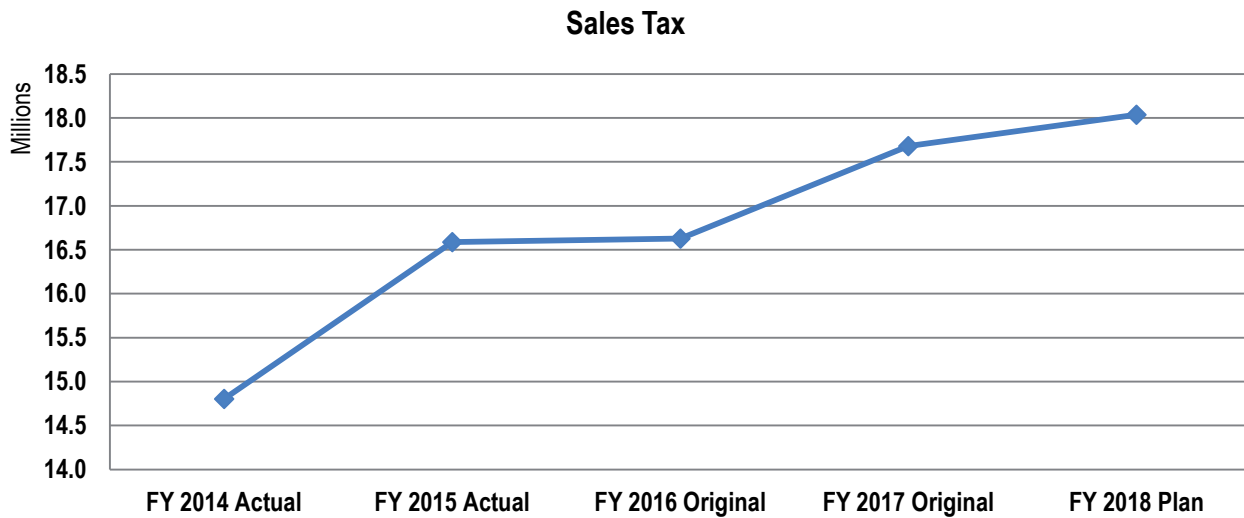
As a part of the budget message/ordinance, North Carolina General Statute 159-11(e) requires that in each year in which a reappraisal of real property has been conducted, a statement of the revenue-neutral property tax rate for the budget year must be published. The revenue-neutral property tax rate is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no reappraisal had occurred. The impact of a revaluation and the calculation of a revenue-neutral tax rate have varied impact on the individual taxpayers. With the State's requirement, to include growth, this preliminary revenue-neutral tax rate would be adjusted to 51.3¢ per \$100 of valuation.

The adopted budget for FY 17 is anticipated to produce total property tax revenues of \$32,744,935, or 40% of the total General Fund, at the tax rate of 52¢. The amount of projected tax collections based on the 2015-16 rate of 53¢ is \$1.05 million more than projected tax collections based on the revenue neutral rate of 51.3¢. For FY 17, each 1¢ of the tax rate is anticipated to generate \$629,591.

SALES TAX

This revenue source is projected to generate 21% of total General Fund revenues in FY 17. Sales Tax is historically difficult to project because it is a State-collected and distributed revenue. Improvements in the economy have continued to impact sales tax with the anticipation of 6.34% growth in revenue for the FY 17 adopted budget, as compared to the FY 16 original budget, and a modest 2% increase for the FY 18 financial plan.

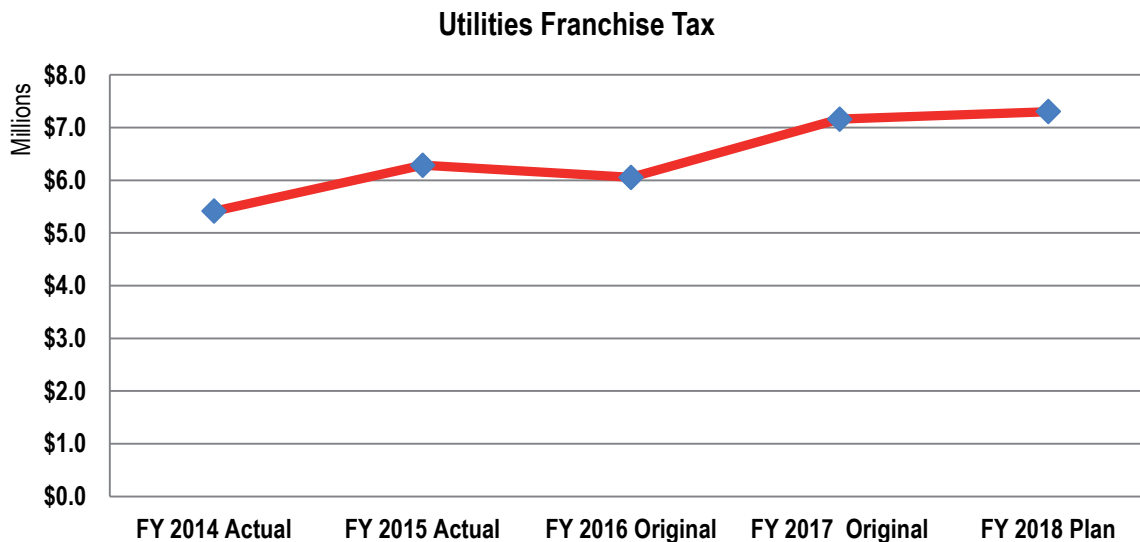
State-legislated changes for sales tax beginning in late FY 14 and fully impacting FY 15 and beyond include sales taxes on service contracts for maintenance and repair of automobiles and goods, expansion of the sales tax to cover admissions to movies, live entertainment and museums, the elimination of the exemption from sales tax for nutritional supplements sold by chiropractors, food sold in public and private college dining rooms, and most newspaper sales. The North Carolina General Assembly also eliminated the annual sales tax holiday, the Energy Star sales tax holiday, the exemption for bakery items sold in bakery thrift shops, and the exemption for certain items sold to farmers with gross receipts under \$10,000.



INTERGOVERNMENTAL REVENUE

Intergovernmental revenue sources, excluding sales tax, are revenues received from other government entities, such as Federal, State, other local governments, or grants from an agency of those governments. The General Fund’s largest sources of Intergovernmental Revenue are Utility Franchise Tax and Powell Bill receipts. Intergovernmental Revenues represent 17% of General Fund revenues.

The City’s share of the Utility Franchise Tax is based primarily on the actual receipts from electric service sold within the municipality. The amount estimated for FY 17 from the Utilities Franchise Tax is \$7,158,899, which is an increase of 18.29% when compared to the original budget for FY 16. It is estimated that the FY 18 financial plan will increase by 2%, equating to \$7,302,077.

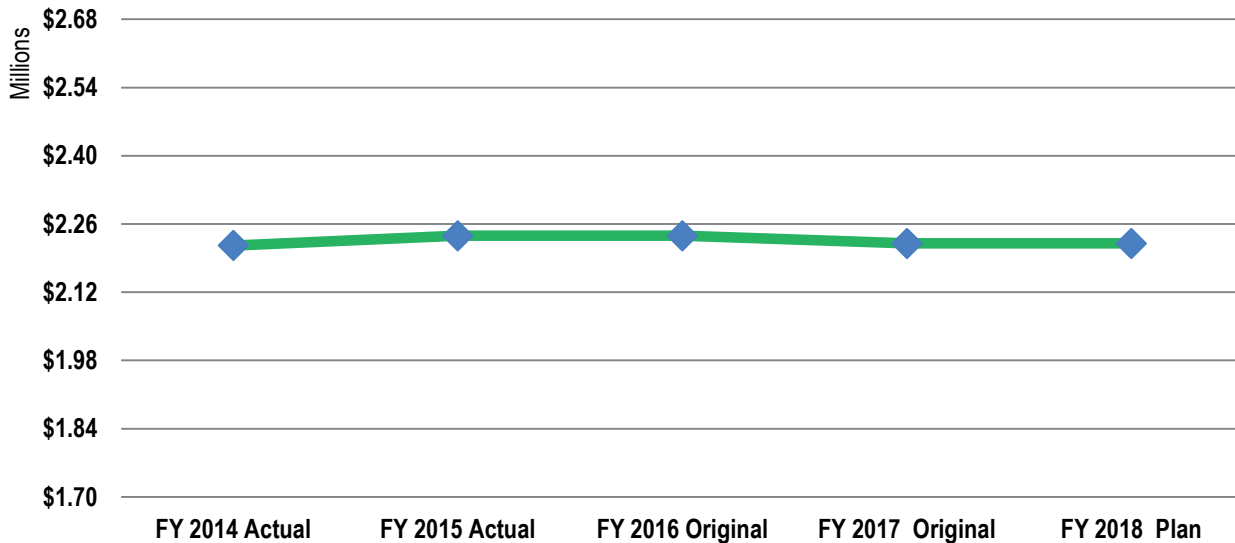


Powell Bill funds represent the distribution of certain vehicle registration fees and State gasoline tax to local governments using a formula based on population and road miles. These State-shared revenues are restricted to street and sidewalk construction and maintenance purposes and are tracked in a separate fund, Powell Bill. Fluctuations in state population, and the size and number of streets, drive this revenue.

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Powell Bill payments are made annually to the City. For FY 15, Powell Bill funds were \$2,235,741 and are estimated to be the same for FY 16. Using the State’s formula and the 2015 State Certified Population, Powell Bill revenue is estimated at \$2,220,065 for both FY 17 and FY 18.

Powell Bill - State Allocation



LICENSES, PERMITS, AND FEES

Revenue from Licenses, Permits, and Fees for the City comprises 5% of total General Fund revenue. Effective FY 16, the North Carolina General Assembly called for the complete elimination of the privilege license.

Recreation and Parks revenues are generated from general recreation and parks services, Bradford Creek Public Golf Course, and the Aquatics and Fitness Center. Revenues are estimated to remain flat for FY 17 as compared to the current year budget. Revenue projections for the FY 18 financial plan depict a modest increase of 1%.

Prior to the 2008 economic recession and the collapse of the housing market, the Inspections Division and related permits and fees experienced phenomenal growth. FY 09 saw a reduction in fees by more than 50%. In the years since 2009, growth has been uncertain, showing fluctuations up and down. Inspections revenue is projected at \$688,172 for FY 16. The revenue is expected to increase in FY 17 to \$766,402, or 11.36%. This projection includes a minimal increase in license and permit fees. The projection for the FY 18 financial plan is estimated to be \$787,502, which would be approximately back to the FY 12 level. The rising revenues, although modest, indicate that the local economy is slowly improving.

SALES AND SERVICE FEES

Sales and Service Fees revenue for the City comprises 5% of total General Fund revenue. The largest source of revenue in this category is Rescue Transport Fees. Greenville is one of a few cities in North Carolina that provides emergency advanced life support (ALS) medical services and ambulance transportation. Medical rescue/transport revenue generates 4% of total General Fund revenue. Revenue growth is based on an anticipated increase in the City’s population. The projected growth rate of 1% is used for outlying years.

INTEREST ON INVESTMENTS

This revenue stream has been very volatile since the economic downturn in 2008. Investment income reflects all interest earned within the General Fund from coupon payments on investments, and required adjustments based on market rates as of the end of the fiscal year. Also impacting investment income is a reduction in the actual dollars available for investment. Until rates are more stabilized, projections include <1% increase for outlying years. It is estimated that FY 17 investments will yield approximately \$400,000.

GREENVILLE UTILITIES COMMISSION (GUC) TURNOVER

The turnover amount from GUC represents 8% of anticipated General Fund revenues for FY 17. These transfers are made based on a formula outlined in the Commission’s charter. The transfer has two components: (1) the base amount based on net fixed assets of the electric and gas systems less bonded indebtedness and (2) reimbursement for City street and park lighting expenditures.

Based on current GUC projections, the amount of the transfer for FY 16, per the formula, is projected to be \$7,311,645, which is approximately \$800,000 more than the original budget for FY 16. Due to the planned timing for GUC’s issuance of debt obligations, in relation to the completion of various capital projects, the FY 17 budget is \$6,498,420, representing an 11% decrease from FY 16. For FY 18 the transfer in is projected to increase to approximately \$7,135,013, as capital projects are completed, which is a 10% increase from the FY 17 budget. The following is a summary:

Year	Transfer	Change	% Chg
FY2016 Original Budget	\$ 6,500,000	\$ -	-
FY2016 Projected Actual	7,311,645	811,645	12.5%
FY2017 Proposed Budget	6,498,420	(813,225)	-11.1%
FY2018 Financial Plan	7,135,013	636,593	9.8%

Over the next fiscal year, City staff will be working with staff of GUC to negotiate an agreement to assist in balancing out the annual transfer.

APPROPRIATED FUND BALANCE

A final revenue item that should be noted is appropriated fund balance. The General Fund budget includes General Fund appropriated fund balance of \$150,000 for FY 17 and \$200,000 for the FY 18 financial plan year. This appropriation is designated as contingency to be used as unforeseeable needs arise during the fiscal year. There is an additional one-time fund balance appropriation of \$1,040,000 for FY 17 to fund the purchase of the Imperial Site Property and \$265,766 planned for FY 18 to fund the Town Common project.

The Powell Bill fund has an appropriation of approximately \$717,186 for FY 17 and \$712,578 for FY 18 so as to complete various road projects and to move forward with the next round of road refurbishments.

~GENERAL FUND EXPENSES~

According to the North Carolina Local Government Budget and Fiscal Control Act, each local government must project an annual balanced budget, assuming all revenues will be used to pay for expenses on a one-to-one basis; therefore, revenues must be equal to expenses. Consequently, expenditures are expected to increase 5.81% in FY 17 and decrease <1% for FY 18.

PERSONNEL

Salaries and benefits represent 62% of the total General Fund budget. This is not unusual, as the General Fund is primarily geared towards service delivery, which depends heavily on personnel. At \$50.3 million budgeted for FY 17, personnel expenses are projected to increase \$615,500 over the FY 16 projected budget. This increase is primarily due to a 2.0% market adjustment for employees in FY 17. The personnel budget is also net of a 4.0% allowance for vacancies based on historical experience (\$978,380). The FY 18 financial plan includes the same increases and equates to an additional \$1.45 million over FY 17.

The FY 17 General Fund budget and FY 18 financial plan include an increase in funding for staff dedicated to the area of public safety. The value of the additional personnel expense is \$439,324 for the FY 17 budget and \$568,904 for the FY 18 financial plan. The following is a summary of the additional public safety personnel allocation:

- Addition of 3.0 positions within the Fire/Rescue Department
- Funding for up to 10 Police Department positions over the biennial period through a grant pool

The grant pool will serve as a match for additional positions through COPS grant opportunities for which the City will pursue over the next two fiscal years.

OPERATIONS

Overall, the operating expenses for FY 17 are projected at \$16.1M (net of indirect costs), which is approximately 2.7% greater than the original FY 16 budget. Projected operating expenses of \$16.1M are also net of a \$450,000 reduction in departmental discretionary budgets. The specific reductions come from multiple areas within all departmental discretionary accounts. It should be noted that fixed costs in several areas outside of the departments' control increased.

OPERATING TRANSFERS

Operating transfers from the General Fund to other funds are \$11,582,013 for FY 17. Transfers are to be made to the Facilities Improvement Fund, Street Improvement Program, Debt Service Fund, Sheppard Memorial Library, Housing Division, Transit Fund, Capital Reserve Fund, and the Imperial Site Project Fund.

There is an increase in debt service of \$539,500 when comparing current FY 16 to FY 17. This increase is for the first installment of debt to be issued in 2016 in relation to the GO Bond referendum approved by voters in 2015 for transportation improvement projects.

The total transfer to the Sheppard Memorial Library reflects an increase from the FY 16 amount of \$1,162,192 to \$1,197,058 in FY 17 (3% increase) and \$1,232,969 in FY 18 (3% increase).

The annual transfer to the Housing Fund to match the federal Community Development Block Grant and HOME programs will be \$292,684 (FY 17) and \$307,806 (FY 18).

The Public Transportation/Transit Fund generates approximately 63% of its total revenue from federal grants with the City providing 22% of funding through a General Fund transfer. The transfer from the General Fund is estimated to be \$565,269 in FY 2017 and \$636,781 in FY 18. Bus fare/tickets sales are 15% of the total public transportation fund.

A one-time capital reserve transfer of \$460,000 for FY 17 is being proposed to cover the cost of the Dickinson Avenue Parking Lot Project to provide parking for the Sidewalk Development Project.

CAPITAL IMPROVEMENTS AND 5-YEAR CAPITAL IMPROVEMENT PLAN

As in years past, the City's capital improvement program includes a plan representing capital requests submitted by departments for the two budget years within a five-year capital plan. The five-year capital plan is provided in a separate document. The first two years of the plan, FY 17 and FY 18, are incorporated in the adopted budget and approved financial plan. The third through fifth years of the plan will serve as a guide for future appropriations. When reviewing projections for the next two years, the FY 17 capital budget of \$3,973,258 is an increase of \$938,366 over the FY 16 original budget. The FY 18 financial plan contains \$2,714,509 of capital improvements. Highlights from the capital plan for FY 17 and FY 18 include support for Town Creek Culvert, Dickinson parking project, Town Common renovation, South Greenville athletic fields, Tar River Legacy Plan, street improvements, street lights/pedestrian safety, Westside Park acquisition and development, Eastside Park development, and University neighborhood cameras. The first installment of the 2015 GO Bond, to be issued in October 2016, will cover costs associated with additional street maintenance, West Fifth Streetscape, and sidewalk construction. Specific information for each project is outlined in the capital plan document.

CONTINGENCY

Contingency funds are used primarily to address unanticipated expenditure items that may arise during the year. In addition, contingency funds can be used as a reserve to cover unexpected revenue shortfalls. The contingency for unanticipated expenses is \$150,000 for FY 2017 and \$200,000 for FY 2018. This minimal amount is appropriated through fund balance.

~OTHER FUNDS~

DEBT SERVICE FUND

As highlighted in the previous General Fund Operating Transfers section, total debt service in FY 17 will increase by the net amount of approximately \$539,500 to finance approximately \$8 million in projects as included in the 2015 voter approved G.O. Bond. In addition, a debt refunding of approximately \$10.50 million in General Obligation Bonds, Series 2003 and 2006, took place in FY 16 saving the City approximately \$1.5 million in debt service over the next ten years. Total debt for the City of Greenville is approximately \$37 million (excluding GUC) with debt service expense comprising approximately 5.8% of the General Fund budget.

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STORMWATER UTILITY FUND

The Stormwater Utility Fund is an enterprise fund established to implement the City's Stormwater Management Program. Revenues are generated through user stormwater fees. The FY 17 proposed budget and FY 18 financial plan include an increase of \$.50 per ERU per month, respectively. The stormwater plan was developed to address stormwater needs citywide. This approach include basin modeling which is currently underway, a significant investment in the Town Creek Culvert project, and a reliable funding source for other stormwater system needs. Stormwater utility fees are projected to generate revenues of \$5,374,886 for FY 17 and \$5,928,998 for FY 18.

PUBLIC TRANSPORTATION/TRANSIT FUND

The majority of revenues for this fund are generated by federal grant income. For FY 17, budgeted federal grant revenues are \$1,584,729 which represent 63% of the total revenues. The transfer from the General Fund is reduced by \$118,515 for FY 17 but increases by \$71,512 for the FY 18 financial plan.

HOUSING FUND

The Housing Fund is similar to the Public Transportation/Transit Fund in that both are funded in large part by federal grants. The total federal funding anticipated for FY 17 from the Community Development Block Grant and HOME Grant is \$1,123,343. The federal funding represents 79% of the Housing Fund revenues. The remainder of the Housing Fund budget needed to match the federal grants and carry out the community development and housing programs is provided by a transfer from the General Fund. The transfer included in the budget is \$292,684 in FY 17 and \$307,806 for FY 18.

SANITATION FUND

The City continues with its multi-year plan to modernize its collection practices. This plan includes the elimination of backyard service on July 1, 2017. To make the service self-supporting, FY 17 includes a \$.50 per month rate increase for basic curbside collection as well as multi-family collection. FY 18 includes a .25¢ per month rate increase for basic curbside collection as well as multi-family collection. Fee changes are reflected below.

Service Type	Proposed Rate FY 17 (Per Month) Increase by \$.50	Total FY 17 Revenues	Proposed Rate FY 18 (Per Month) Increase by \$.25	Total FY 18 Revenues
Curbside (Basic)	\$15.75	\$7,481,586	\$16.00	\$7,449,600
Backyard (Premium)	-		-	
Multi-Family	\$15.75		\$16.00	

FLEET MAINTENANCE

The Fleet Maintenance Fund provides assistance and maintenance to all City fleet. Maintenance includes, but is not limited to, auto body repair, welding, small equipment repair, and tire repair. This department also provides fuel to City vehicles. The FY 17 proposed budget for Fleet Maintenance is \$4,240,378, which is a decrease of \$217,009 from current year original budget FY 16 of \$4,457,387. The Fleet Maintenance Fund had over a \$1.0 million deficit at the end of FY 15 that will be absorbed by the General Fund over the next several years. The cost recovery system has put further pressure on the General Fund, prompting a much-needed operational study for the fleet program in FY 17.

VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund is an internal service fund used to account for revenues and expenses associated with vehicles and other capital equipment purchased by the City. For FY 17, the transfer from City departments has increased by \$419,755. This increases the transfer from \$2,807,071 to \$3,226,826. The reason for the increase is due to the proposed purchase of vehicles and associated equipment for the Fire/Rescue Department, Police Department, and Public Works Department. Vehicle replacement expenses are charged to individual departments based on their assigned vehicles. Vehicles costing greater than \$35,000 are being charged back to the department at 25% for FY 17 and 30% for FY 18.

FACILITIES IMPROVEMENT FUND

The Facilities Improvement Fund began in FY 15 and was created to implement a 10-year facilities maintenance plan. Previously, approximately \$2.3 million was requested in deferred maintenance and approximately \$1 million was approved due to budget constraints. This fund provides a process for planned expenditures, protects the City's investment (over \$74 million) and minimizes more expensive, reactive repairs. To establish this fund in 2015, the City Council voted to increase the property tax rate by 1¢. For the FY 17 proposed budget, \$633,000 will cover needs within Recreation & Parks and \$957,000 will cover needs throughout other City facilities. For the FY 18 financial plan, \$857,000 will be budgeted to cover Recreation & Parks needs and \$1,742,000 for other City facilities. A list of planned facilities maintenance projects for the next two years can be found in the Capital Improvement section of this book.

HEALTH FUND

The Health Fund is used by the City to account for the administration of the City's health insurance program. The City, in combination with Greenville Utilities Commission, operates a self-insured health insurance program through Cigna that is funded by both employer and employee contributions. The City's contribution for FY 17 is projected at \$8,837,053 and \$9,197,718 for the FY 18 financial plan. The employee contributions are projected at \$1,245,311 for the FY 17 proposed budget and \$991,464 for the FY 18 financial plan. Overall, health insurance costs for the City are estimated to increase 7.0% for FY 17 and FY 18.

A review of the Health Fund will be made by the Joint Pay and Benefits Committee in the fall of 2016. Any adjustments to contribution levels will be made at that time. The Health Fund runs on a calendar year schedule.

~SUMMARY~

The FY 17 budget and FY 18 financial plan balance revenues with expenditures as required by State law. The budget and financial plan substantially address the goals and objectives established by the City Council and provide the financial resources necessary to, in most cases, continue at the current level of City services, pay for a limited number of capital initiatives, add much-needed positions to public safety, and address increased costs.

I would like to thank the City department heads and staff for their dedication and commitment in the preparation of this budget. I would specifically like to recognize the contributions of Assistant City Manager Michael Cowin and Shelley Leach with the Office of Budget & Evaluation. Special thanks goes to the Financial Services Department for working with our newly created Office of Budget & Evaluation in transitioning the budget responsibilities.

Respectfully submitted,



Barbara Lipscomb
City Manager



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FY 2016-2017 BUDGET & 2017-2018 PLAN

BUDGET ORDINANCE

ORDINANCE NO. 16-036

CITY OF GREENVILLE, NORTH CAROLINA
2016-2017 BUDGET ORDINANCE

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN:

Section I: Estimated Revenue. It is estimated that the following revenues will be available for the City of Greenville during the fiscal year beginning July 1, 2016 and ending June 30, 2017:

GENERAL FUND

Unrestricted Intergovernmental Revenues:

Ad Valorem Taxes;

Current Year Taxes - Operations	\$ 32,414,992	
Prior Year's Taxes and Penalties	<u>329,943</u>	
Subtotal		\$ 32,744,935

Sales Tax	\$ 17,681,023	
Video Programming & Telecommunication Services Tax	914,621	
Rental Vehicle Gross Receipts	130,763	
Utilities Franchise Tax	7,158,899	
Motor Vehicle Tax	1,483,674	
Other Unrestricted Intergovernmental Revenues	<u>874,012</u>	
Subtotal		\$ 28,242,992

Restricted Intergovernmental Revenues:

Restricted Intergovernmental Revenues	\$ 929,310	
Powell Bill - State allocation payment	<u>2,220,065</u>	
Subtotal		\$ 3,149,375

Licenses, Permits, & Fees:

Other Licenses, Permits & Fees	\$ 4,277,874	
Subtotal		\$ 4,277,874

Sales and Services:

Rescue Service Transport	\$ 3,096,519	
Parking Violation Penalties, Leases, and Meters	378,386	
Other Sales and Services	<u>343,328</u>	
Subtotal		\$ 3,818,233

Other Revenues:

Other Revenue Sources	\$ 1,712,727	
Subtotal		\$ 1,712,727

Investment Earnings:

Interest on Investments	\$ 400,000	
Subtotal		\$ 400,000

Other Financing Sources:

Transfer from Greenville Utilities Commission	\$ 6,498,420	
Appropriated Fund Balance	1,795,994	
Other Transfers	<u>-</u>	
Subtotal		\$ 8,294,414

TOTAL GENERAL FUND REVENUES		<u><u>\$ 82,640,550</u></u>
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DEBT SERVICE FUND

Powell Bill Fund	\$	68,677	
Occupancy Tax		696,436	
Transfer from General Fund		<u>4,668,325</u>	
TOTAL DEBT SERVICE FUND			<u>\$ 5,433,438</u>

PUBLIC TRANSPORTATION FUND

Operating Grant 2016-17	\$	1,261,929	
Planning Grant 2016-2017		37,800	
State Maintenance Assistant Program		285,000	
Hammock Source		974	
Convergys		979	
Pitt Community College Bus Fare		9,744	
Bus Fares		255,297	
Bus Ticket Sales		108,149	
Pitt County Bus Service		4,871	
Transfer from General Fund		<u>565,269</u>	
TOTAL TRANSPORTATION FUND			<u>\$ 2,530,012</u>

FLEET MAINTENANCE FUND

Fuel Markup	\$	1,169,099	
Labor Fees		1,142,540	
Parts Markup		1,434,129	
Commercial Labor Markup		484,925	
Other Revenue Sources		<u>9,685</u>	
TOTAL FLEET MAINTENANCE FUND			<u>\$ 4,240,378</u>

SANITATION FUND

Refuse Fees	\$	7,481,586	
Extra Pickup		5,400	
Recycling Revenue		10,245	
Cart and Dumpster		93,020	
Solid Waste Tax		<u>57,700</u>	
TOTAL SANITATION FUND			<u>\$ 7,647,951</u>

STORMWATER MANAGEMENT UTILITY FUND

Utility Fee	\$	5,374,886	
Appropriated Fund Balance		<u>475,333</u>	
TOTAL STORMWATER MANAGEMENT UTILITY FUND			<u>\$ 5,850,219</u>

COMMUNITY DEVELOPMENT HOUSING FUND

Annual CDBG Grant Funding	\$ 796,296	
HUD City of Greenville	327,047	
Transfer from General Fund	<u>292,684</u>	
 TOTAL COMMUNITY DEVELOPMENT HOUSING FUND		<u><u>\$ 1,416,027</u></u>

HEALTH FUND

Employer Contributions - City of Greenville	\$ 8,837,053	
Employee Contributions - City of Greenville	1,245,311	
Retiree Contributions - City of Greenville	1,311,058	
Other Health Sources	1,219,274	
Appropriated Fund Balance	<u>172,876</u>	
 TOTAL HEALTH FUND		<u><u>\$ 12,785,572</u></u>

CAPITAL RESERVE FUND

Transfer from General Fund	\$ 460,000	
Appropriated Fund Balance	<u>1,623,419</u>	
 TOTAL CAPITAL RESERVE FUND		<u><u>\$ 2,083,419</u></u>

FACILITY IMPROVEMENT FUND

Transfer from General Fund	<u>\$ 1,590,000</u>	
 TOTAL FACILITY IMPROVEMENT FUND		<u><u>\$ 1,590,000</u></u>

VEHICLE REPLACEMENT FUND

Sale of Property	\$ 223,000	
Transfer from Sanitation Fund	250,000	
Transfer from Other Funds	3,176,826	
Other Revenues	50,000	
Appropriated Fund Balance	<u>1,366,917</u>	
 TOTAL VEHICLE REPLACEMENT FUND		<u><u>\$ 5,066,743</u></u>
 TOTAL ESTIMATED CITY OF GREENVILLE REVENUES		<u><u>\$ 131,284,309</u></u>

SHEPPARD MEMORIAL LIBRARY FUND

City of Greenville	\$ 1,197,058	
Pitt County	581,096	
Pitt County-Bethel/Winterville	12,000	
Town of Bethel	30,315	
Town of Winterville	165,300	
State Aid	191,774	
Desk/Copier Receipts	128,775	
Interest	1,000	
Capital - County Funded	100,000	
Other Revenues	82,500	
Greenville Housing Authority	10,692	
Appropriated Fund Balance	<u>28,432</u>	
 TOTAL SHEPPARD MEMORIAL LIBRARY FUND		<u><u>\$ 2,528,942</u></u>

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PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY FUND

Occupancy Tax (2%)	\$	947,100
Miscellaneous Revenue		27,560
Appropriated Fund Balance		<u>241,164</u>
TOTAL PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY FUND	\$	<u>1,215,824</u>

Section II: Appropriations. The following amounts are hereby appropriated for the operation of the City of Greenville and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

GENERAL FUND

Mayor & City Council	\$	378,265
City Manager		2,181,371
City Clerk		244,879
City Attorney		455,059
Human Resources		2,796,037
Information Technology		2,963,382
Fire/Rescue		13,568,513
Financial Services		2,487,958
Contingency		150,000
Other Post Employment Benefits		500,000
Police		23,087,392
Recreation & Parks		7,572,763
Public Works		9,470,961
Community Development		2,661,558
Capital Improvement		3,973,258
Transfers to Other Funds		11,582,013
Indirect Cost Reimbursement		(1,432,859)
TOTAL GENERAL FUND	\$	<u>82,640,550</u>

DEBT SERVICE FUND

Debt Service	\$	5,433,438
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PUBLIC TRANSPORTATION FUND

Public Transportation	\$	2,530,012
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FLEET MAINTENANCE FUND

Fleet Maintenance	\$	4,240,378
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SANITATION FUND

Sanitation Service	\$	7,647,951
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STORMWATER MANAGEMENT UTILITY FUND	
Stormwater Management Utility Fund	\$ 5,850,219
COMMUNITY DEVELOPMENT HOUSING FUND	
Community Development Housing/CDBG	\$ 1,416,027
HEALTH FUND	
Health Fund	\$ 12,785,572
CAPITAL RESERVE FUND	
Capital Reserve Fund	\$ 2,083,419
FACILITY IMPROVEMENT FUND	
Facility Improvement Fund	\$ 1,590,000
VEHICLE REPLACEMENT FUND	
Vehicle Replacement Fund	\$ 5,066,743
TOTAL CITY OF GREENVILLE APPROPRIATIONS	<u>\$ 131,284,309</u>
SHEPPARD MEMORIAL LIBRARY FUND	
Sheppard Memorial Library	<u>\$ 2,528,942</u>
PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY	
Pitt-Greenville Convention and Visitors Authority	<u>\$ 1,215,824</u>

Section III: Encumbrances. Appropriations herein authorized and made shall have the amount of outstanding purchase orders as of June 30, 2016, added to each appropriation as it appears in order to account for the expenditures in the fiscal year in which it was paid.

Section IV: Revenue Neutral Tax Rate. A general reappraisal of real property was conducted and is effective January 1, 2016. In accordance with General Statutes 159-11, the revenue-neutral property tax rate was calculated to be 51.3 cents per one hundred dollars (\$100) valuation.

Section V: Taxes Levied. There is hereby levied a tax rate of 52 cents per one hundred dollars (\$100) valuation of taxable properties, as listed for taxes as of January 1, 2016, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Section VI: Salaries.

(a) Salaries of Elected Officials. The annual salaries of the Mayor, Mayor Pro-Tem, and other members of the City Council shall be as follows:

Mayor	\$ 13,900
Mayor Pro-Tem	\$ 9,600
Council Members	\$ 8,700

(b) Salary Cap of Greenville Utilities Commission Members. Pursuant to Section 4 of the Charter of the Greenville Utilities Commission of the City of Greenville, the monthly salaries of members of the Greenville Utilities Commission shall not exceed the following caps:

Chair	\$ 350
Member	\$ 200

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Section VII: Amendments.

(a) Pursuant to General Statutes 159-15, this budget may be amended by submission of proposed changes to the City Council.

(b) Notwithstanding Subsection (a) above, the City Manager is authorized to transfer funds from one appropriation to another within the same fund in an amount not to exceed \$10,000. Any such transfers shall be reported to the City Council at its regular meeting and shall be entered in the minutes.

(c) In case of emergency which threatens the lives, health, or safety of the public, the City Manager may authorize expenditures in an amount necessary to meet the emergency so long as such amount does not exceed the amount in contingency accounts and the expenditure is reported to the City Council as soon as possible, and the appropriate budget amendments are submitted at the next regular meeting.

Section VIII: The Manual of Fees, dated July 1, 2016, is adopted herein by reference.

Section IX: Motor Vehicle Tax.

(a) Pursuant to the provisions of General Statute 20-97 (b1) and effective on July 1, 2016, an annual motor vehicle tax in the amount of thirty dollars (\$30) is hereby levied upon any vehicle resident in the city and Section 10-3-1 of the Code of Ordinances, City of Greenville, is hereby amended by rewriting the first sentence of said section to read as follows:

Each motor vehicle licensed by the state which is resident in the city shall be subject to an annual motor vehicle tax of thirty dollars (\$30).

(b) The amendment to Section 10-3-1 of the Code of Ordinances, City of Greenville, shall expire and be null and void after June 30, 2018. This expiration date, commonly known as a sunset provision, is included to ensure that the ordinance and its necessity will be reviewed by City Council by a time certain.

Section X: Community Development. The City Council does hereby authorize grant project funds for the operation of FY 2016-2017 CDBG Entitlement and Community Development Home Consortium programs under the Community Development Block Grant Program and Home Consortium Program for the primary purpose of housing rehabilitation and other stated expenditures.

Section XI: Greenville Utilities Commission. The City Council adopts a separate ordinance for the budget of the Greenville Utilities Commission.

Section XII: Distribution. Copies of this ordinance shall be furnished to the City Manager and the Director of Financial Services of the City of Greenville to be kept on file by them for their direction in the disbursement of funds.

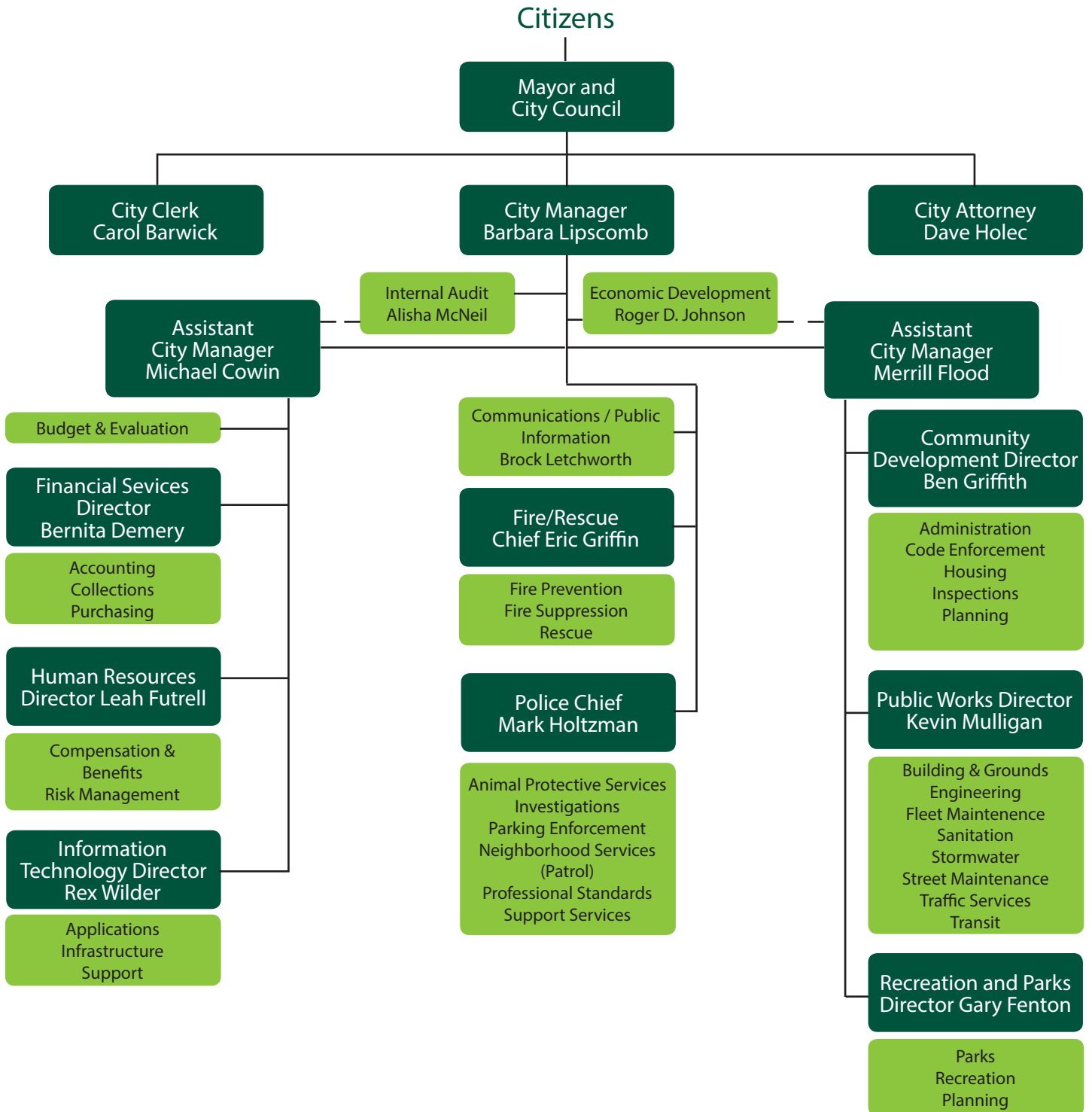
ADOPTED this the 16th day of June, 2016.


Allen M. Thomas, Mayor

ATTEST:


Carol L. Barwick, City Clerk







FY 2016-2017 BUDGET & 2017-2018 PLAN
BUDGET OVERVIEW

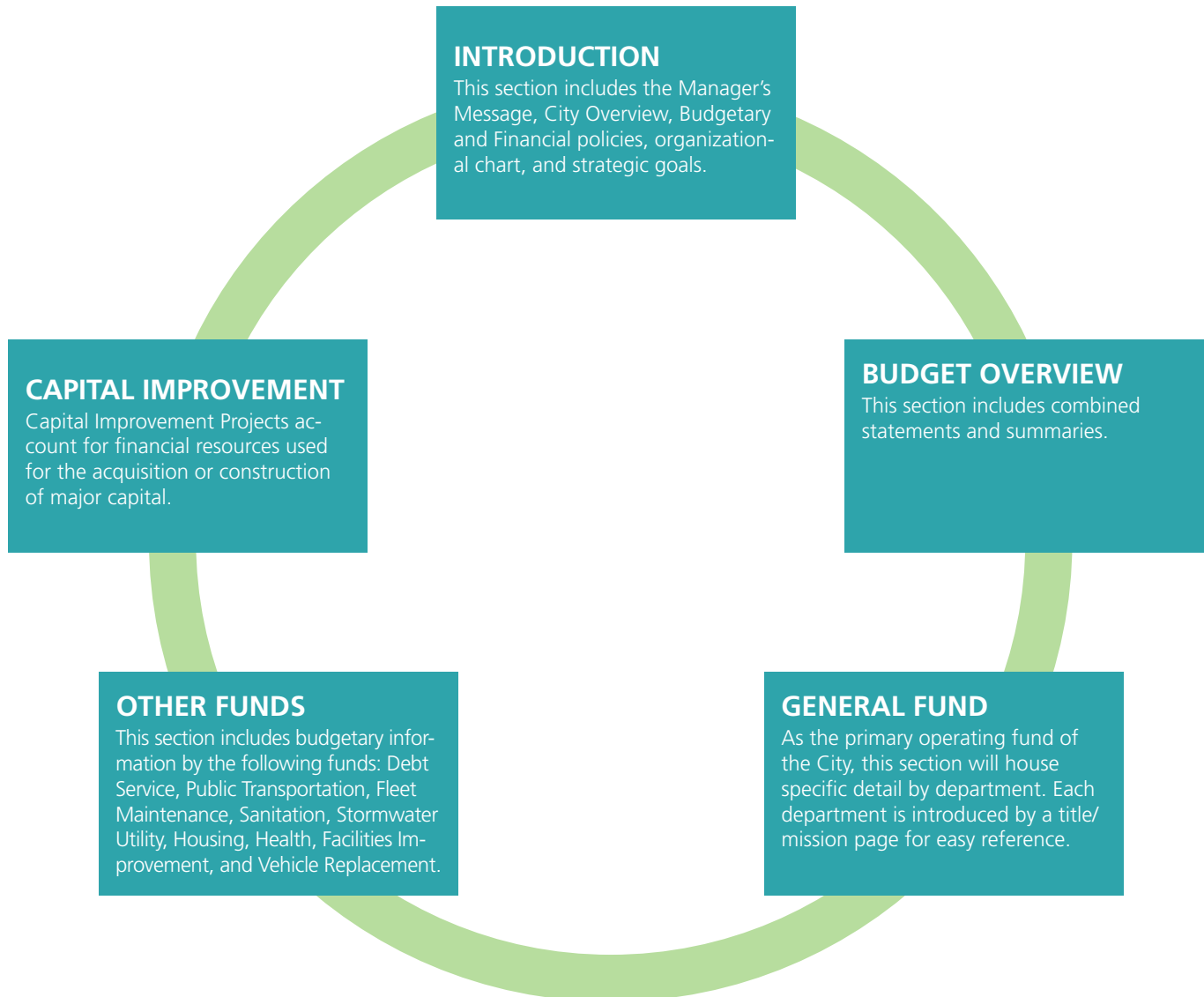
BUDGET GUIDE

This document is the biennial operating budget and financial plan for Fiscal Years 2016-2017 and 2017-2018. The first of the fiscal years is the operating year, while the second is the plan year. The City of Greenville’s fiscal year begins on July 1 and ends on June 30. This biennial document contains a wide variety of information about the financial aspects and the services of the City of Greenville. Its purpose is to explain how to review the budget and how it is organized to help the reader find the information that may be useful.

How is this document organized?

This document is organized and divided by tabs, which represent the different sections. The sections are as follows: Introduction, Budget Overview, General Fund, Other Funds, Capital Improvements, Pitt-Greenville Convention & Visitors Authority, Sheppard Memorial Library, Greenville Utilities Commission, and Supplemental Information (includes Glossary). The five main sections are summarized below.

The Convention & Visitors Authority, Sheppard Memorial Library, and Greenville Utilities Commission are entities that have additional and separate board authorities; therefore, they have separate budget authorizations.



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BUDGET IN BRIEF

Reporting Entity

The City of Greenville, North Carolina, is located in the coastal plains area of the state. As authorized by its charter, the City operates its own Police and Fire/Rescue departments, provides sanitation and street maintenance services, manages a transit system, and maintains public parks and recreation facilities among other services for the citizens. In addition, the City provides electric, water, sewer, and gas utilities for the incorporated area through the Greenville Utilities Commission, which is not a separate legal entity, and operates as an enterprise fund for the City of Greenville.

The City of Greenville is a municipal corporation that is governed by an elected mayor and a six-member council. As required by accounting principles generally accepted in the United States of America, the City's financial statements include the operations of all funds, agencies, boards, commissions and authorities for which the City is financially accountable. The City has no component units.

Budget Process

The City of Greenville prepares and adopts an annual budget consisting of the Operating Budget and the Financial Plan. This document displays the services that the City will provide to the community and the funding that is necessary to perform these services.

The Biennial budget is an annual budget and a plan authorization which presents the services to be provided to the community and the funds necessary to perform these services. According to State law, the fiscal year for all North Carolina municipalities begins on July 1 and ends on June 30. The City has received the Distinguished Biennial Budget award from GFOA for its four biennial budgets, beginning in 2009, and plans to submit for recognition again this year.

Budgeting is approached by conservatively estimating revenues, subtracting "the above line" costs such as personnel and insurance, and allocating the balance to departments based on the percentage of budget the department received in the previous budget cycle. Departments wishing to increase their target allotment must submit an increment form justifying the increase. Departments submitting increment forms are required to submit decrement forms specifying what costs could be cut to support the requested increase.

Reporting

Monthly financial reports will be prepared by the Financial Services Department to enable other departments to manage their budgets and to enable management to ensure that all budget controls are being met. Periodic budgetary reports are presented to the City Council.

Budget Calendar

The annual operating budget and the first-year appropriations are adopted by ordinance according to State law (N.C.G.S. 159—Local Government Budget and Fiscal Control Act). This law requires that the City Council adopt a balanced budget in which estimated revenues and appropriated fund balances equal appropriations. The City Council must adopt the budget no later than July 1 of each year. The City Manager submits a balanced budget proposal to the City Council no later than June 1. A formal public hearing is required as part of the process. The budgetary level of control is at the departmental level. The schedule of the process is illustrated below:

OPERATIONS BUDGET AND CIP CALENDAR

Month	Operating Budget	CIP Budget
September	Budget Orientation for department administrators and all budget forms available	Distribution of CIP Forms
October	Personnel Budget Preparation Worksheets verified and returned to HR New position and reclassification requests due to HR IT requests due to IT	CIP request forms due to Financial Services
November	Department Head Personnel Budget Meetings	Department Head CIP budget meetings
December	Budget schedule presented to City Council	CIP schedule presented to City Council
January	Revenue forecast finalized	City Council Planning retreat and draft CIP presentation
February	Personnel Budget Preparation Worksheets submitted to the Budget Office Department Mission Statement and Goals due New position/reclassifications due to Budget Office IT requests due to Budget Office	
March		CIP Proposal to City Council
April	City Council Preview	
May	City Council Budget Presentation	
June	Public Hearing Adoption of Budget	
July	Fiscal Year Begins	

Budget Amendments

Each year, the budget takes full effect on July 1. Throughout the course of the year, adjustments may become necessary in order to satisfy necessary changes in budget. In accordance with North Carolina General Statute 159-15, the budget may be amended by submission of proposed changes to the City Council. The City Manager is authorized to transfer funds from one appropriation to another within the same fund in an amount not to exceed \$10,000. Any such transfers shall be reported to the City Council at its next regular meeting and shall be entered in the minutes. Any revisions to transfer budgeted amounts over \$10,000 or that alter the total expenditures of any fund must be approved by the City Council before being recorded.

BASIS OF BUDGETARY ACCOUNTING

Budgetary accounting is used for management control of all funds of the City. Annual budget ordinances are adopted on the modified accrual basis of accounting at the fund level and amended as required for the operations of the General, Debt Service, certain Special Revenue, and Proprietary Funds.

Fund Accounting Summary			
Fund Type	Fund Category	Basis of Accounting	Budgetary Accounting
General Fund	Governmental Fund	Modified Accrual	Modified Accrual
Special Revenue	Governmental Fund	Modified Accrual	Modified Accrual
Debt Service	Governmental Fund	Modified Accrual	Modified Accrual
Capital Projects	Governmental Fund	Modified Accrual	Modified Accrual
Enterprise	Proprietary Fund	Accrual	Modified Accrual
Internal Service	Proprietary Fund	Accrual	Modified Accrual
Fiduciary	Fiduciary Fund	Modified Accrual	Modified Accrual

In summary, the basis of accounting and the basis of budgetary accounting are only different for the City's Proprietary Funds, which use the accrual basis of accounting and the modified accrual basis for budgetary accounting.

Encumbrances

As required by North Carolina General Statutes, the City maintains encumbrance accounts under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in the governmental funds in order to reserve that portion of applicable appropriation. Encumbrances outstanding at year-end represent the estimated amounts for the expenditures ultimately to result if unperformed contracts in process at year-end are completed. Open encumbrances at the end of the year are reported as restrictions on fund balances. Encumbrances do not constitute expenditures or liabilities.

Budget by Fund

This section of the budget document contains the "official" statement of revenues and expenditures to be recognized and appropriated for every major fund group for the City of Greenville. The funds in this section are explained in more detail by department and organizational area under the "General Fund" and "Other Funds" sections for this document.

1. For each fund, five years of data are presented for information; the actual results for fiscal years 2014 and 2015, the original budget for fiscal year 2016, the adopted Original Budget for fiscal year 2017, and a Fiscal Year 2018 financial plan.
2. Capital expenditures funded with fiscal year 2017 and fiscal year 2018 dollars are summarized by Department in the "Capital Improvements" section. In addition, a list of all on-going projects that do not require an annual budget to be adopted, and may be excluded from the local budget ordinances according to the North Carolina General Statutes in the Local Government Budget and Fiscal Control Act, are also included in this section.

FUNDS

Local government activities are budgeted and accounted for in a number of separate fiscal entities known as “funds.” The funds established by the City of Greenville fall into three categories of funds: governmental, proprietary, and fiduciary. Governmental funds are generally used to account for activities supported by taxes. Proprietary funds are generally used to account for an organization whose fees and charges support activities. Fiduciary funds cannot be used to support general government activities because assets are held in trust. In the City of Greenville’s budget, funds have been set up to segregate activities or objectives in accordance with special regulations, restrictions, or limitations. This document includes the biennial budget, or budget summary for all funds that are presented within the audited financial statements, except for the Other Post-Employment Benefits (OPEB) Fund. This fiduciary fund is managed and housed within the State of North Carolina’s Trust Fund for OPEB. The annual funding for this fund is appropriated within the General Fund and is not described below as there is no budget associated with the fund. The capital project funds and some Special Revenue funds that are considered “ongoing” are presented at a summary level, within the Capital Improvements Section, as they are not required to have their appropriations adopted annually.

MAJOR GOVERNMENTAL FUNDS

Fund	Definition
General Fund	The General Fund is the general operating fund of the City. It is used to account for expenses and all financial resources for services to the public. The primary revenue sources are property taxes, sales taxes, intergovernmental revenues, and charges for services, except for those that are designated by state law or local ordinance to be recorded in another fund group. The primary expenditures are for police, fire, public works, parks and recreation, and general government services.
Special Revenue Funds	Special Revenue funds provide full budgetary accountability for restricted or limited resources (other than assessments and operating or capital grants to enterprise funds). Restrictions on resources may be federal, state, or local; a special revenue fund is established when required by legal mandate or sound financial management practices. These funds are as follows: <ul style="list-style-type: none"> - Housing Fund (Community Development Block Grant and Home Consortium) - Sheppard Memorial Library
Debt Service Funds	The Debt Service fund accounts for the accumulation of resources for the payment of interest and current maturities of general obligations and other long-term obligations.
Capital Project Funds	The Capital Project funds provide budgetary accountability for financial resources used for the acquisition or construction of major capital improvements. Typically, projects are funded by General Obligation Bonds, Federal and State Capital funds, General Fund balance appropriations, and Capital Reserves. A listing of significant projects is located behind the Capital Improvements tab.

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MAJOR PROPRIETARY FUNDS

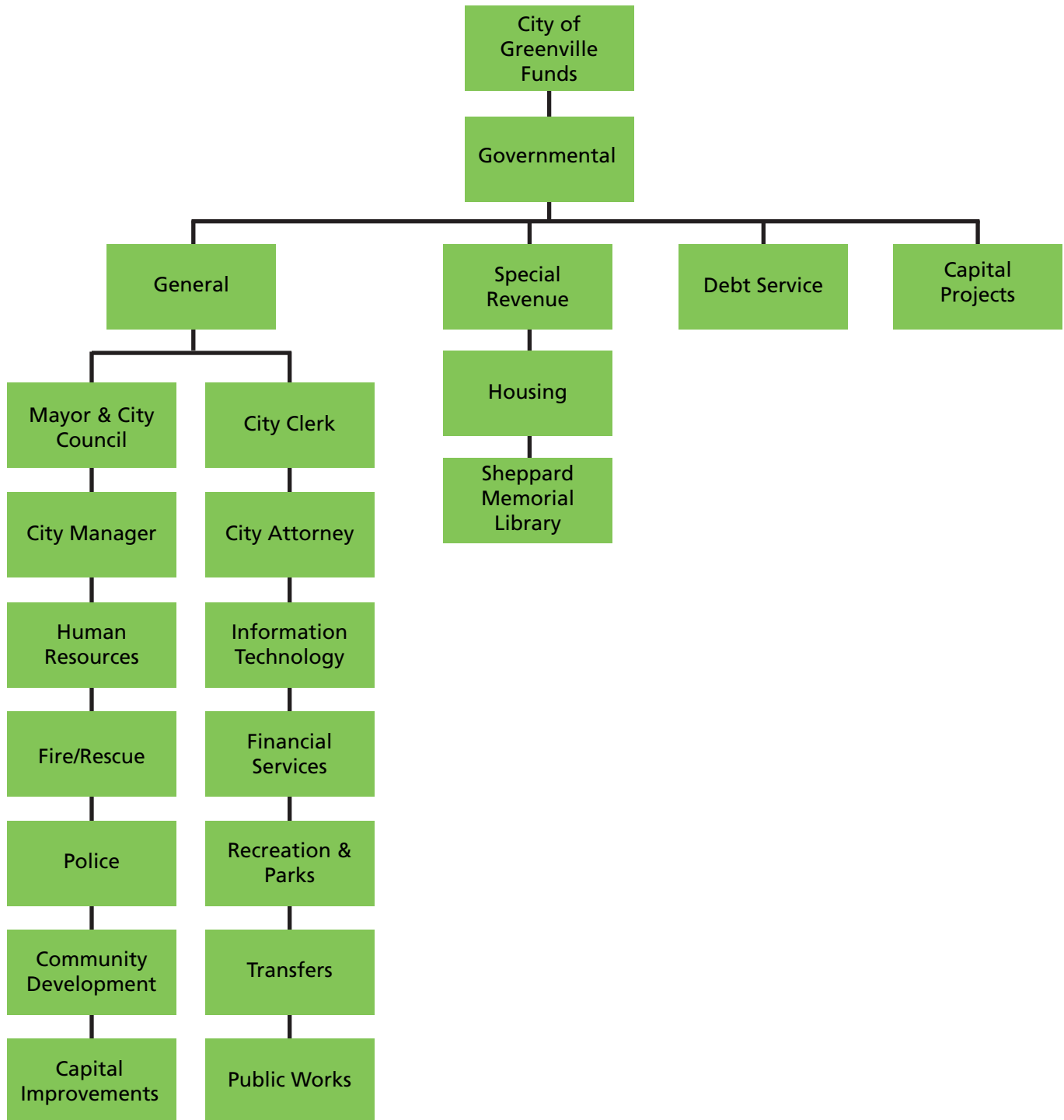
Fund	Definition
Enterprise Funds	These funds provide budgetary accountability for financial resources used for the acquisition or construction of major capital improvements for enterprise operations. The activity's costs of providing services, including capital costs are recovered with fees and charges, rather than with taxes or similar revenues. These funds are as follows: Electric, Water, Sewer, Gas, Public Transportation, Sanitation, and Stormwater Utility.
Internal Service Funds	Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis. The City of Greenville includes, as part of the budget process, three internal service funds: the Health Fund, which is used to account for the financing of the City's health and dental insurance program, the Fleet Maintenance Fund, which is used to account for the maintenance and repair of all City vehicles, and the Vehicle Replacement Fund, which is used to fund the purchase of all City replacement vehicles.

FIDUCIARY FUNDS

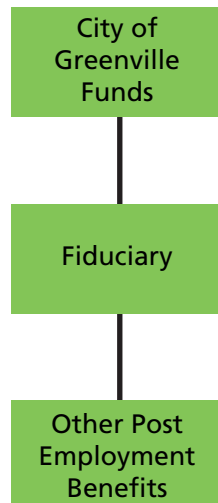
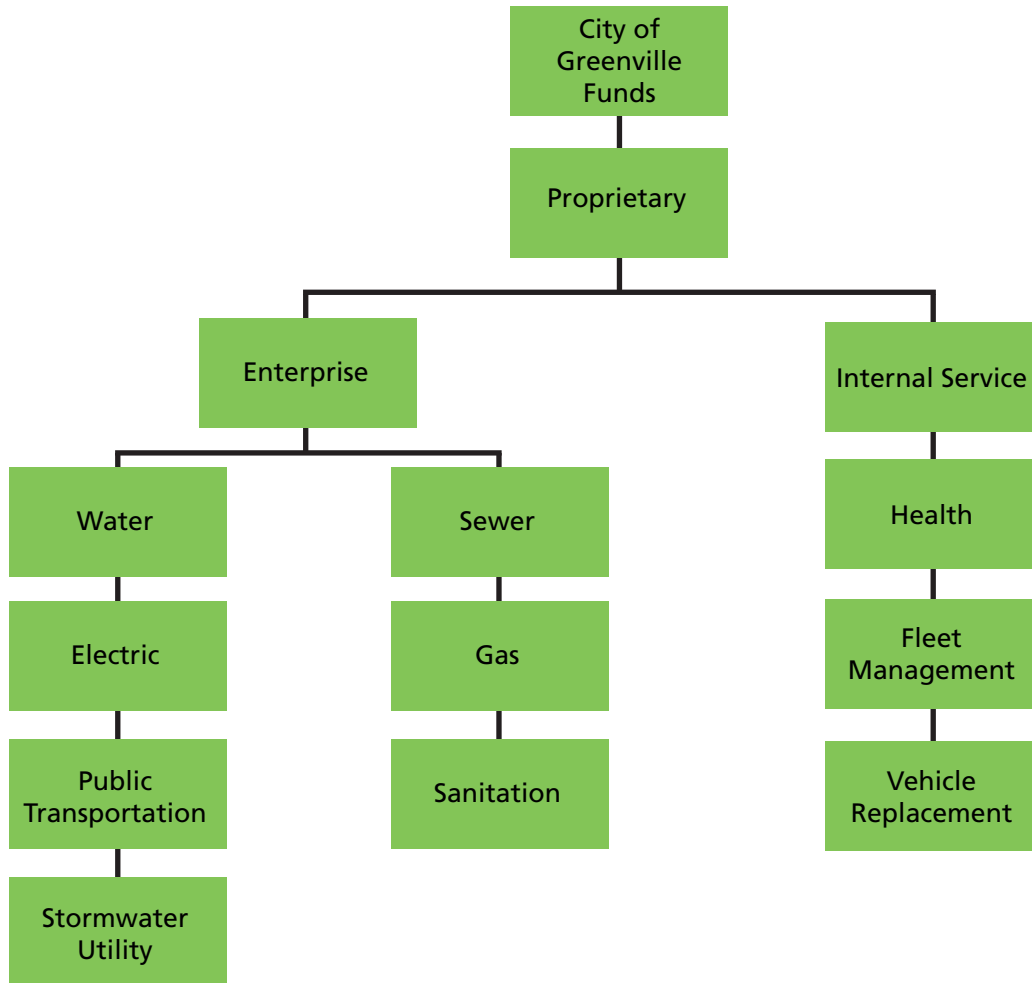
Fund	Definition
Fiduciary Funds	Fiduciary funds are used to account for assets held in trust by the government for the benefit of individuals or other entities. The Other Post-Employment Benefits fund (OPEB), created by the State of North Carolina to provide retirement benefits for its employees, is an example of a fiduciary fund. Financial statements may further distinguish fiduciary funds as either trust or agency funds; a trust fund generally exists for a longer period of time than an agency fund.

The following charts illustrate all of the City of Greenville Funds and the hierarchy of how they are reported:

FUNCTIONAL UNIT & MAJOR FUND



FUNCTIONAL UNIT & MAJOR FUND





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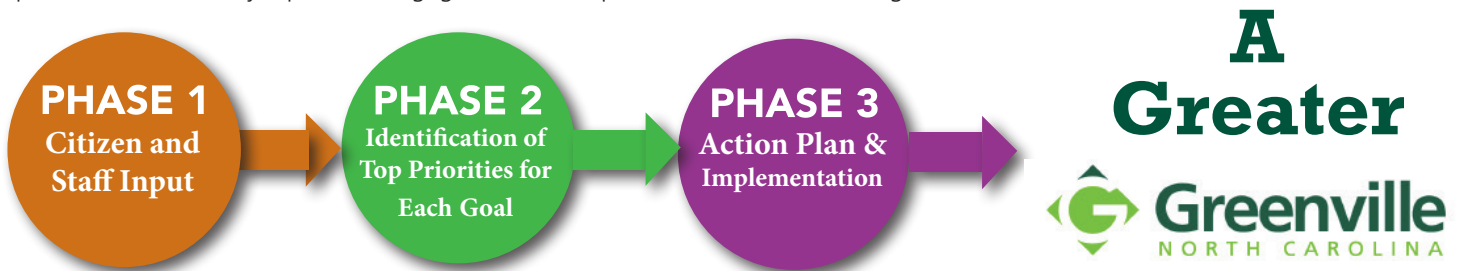
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POLICY GUIDELINES

The overall objective of the City’s financial plan is to establish and maintain effective management of the City’s financial resources. The following section will highlight budgeted items as identified within the overall strategic goals for the city and policies used to guide the preparation and management of the City’s budget.

STRATEGIC GOALS AND MANAGEMENT

In January of 2016 the City Council held its annual strategic planning retreat. The retreat was designed to develop a shared Council vision, create a financial structure to support and sustain that vision, and create a plan of action to implement the shared vision. The Council’s collaboration to mold and nurture the City’s roadmap to the future was the product of various different phases of community input and engagement, as depicted below, to create a greater Greenville.



During the retreat, the City reorganized the strategic plan into eight approved goals based on the input from citizens in the Horizons Comprehensive Plan Update. The following is a list of the eight goals approved by Council for the biennial period:

1. Building Great Places that Thrive
2. Enhancing Accessible Transportation Networks and Public Building, Public Infrastructure Development
3. Governing with Transparency and Fiscal Responsibility
4. Growing the Economic Hub of Eastern North Carolina
5. Creating Complete Neighborhoods
6. Growing a Green and Resilient City
7. Making a Healthy and Vibrant City
8. Safe Community: Public Safety Services

For each of the approved goals, Council identified both short-term and long-term priority activities. The priorities were then ranked by Council so as to define the City’s short-term allocation of focus, emphasis, and resources. The following is a list of the top ten priorities approved by Council for the biennial period:

Priority	Related Goal
1. Town Common – Do the Whole Thing	Building Great Places That Thrive
2. Farmer’s / Organic Market	Making a Healthy and Vibrant City
3. Long-Term Debt Strategy	Governing with Transparency and Fiscal Responsibility
4. River Access / Tar River Vantage Point	Growing a Green and Resilient City
5. Tar River Legacy Plan Additions	Making a Healthy and Vibrant City
6. Virtual Building	Growing the Economic Hub of Eastern North Carolina
7. Red Light Cameras	Enhancing Accessible Transportation networks
8. Lighting – LED	Creating Complete Neighborhoods
9. Arts Coalition	Making a Healthy and Vibrant City
10. Southside Police Precinct	Safe Community: Police and Fire/Rescue

The following is a more detailed discussion concerning each of the top ten priorities and the action steps needed to complete each priority:

PRIORITY 1: TOWN COMMON - DO THE WHOLE THING

Building great places that thrive is built on a foundation of active, vibrant, and distinct public parks that are linked through a high-quality, walkable, and beautifully built environment. Located north of Uptown Greenville, the Town Common serves as a centerpiece to the City's character, offering an abundance of cultural and recreational opportunities to enrich the lives of Greenville's citizens. As the City's number one identified priority, the Town Common serves as the focal point of the City's efforts to enhance Greenville as a great place to work, live, and play. The biennial budget includes approximately \$1.3 million in park enhancements that will offer a greater level of recreational and entertainment opportunities for patrons. Such enhancements include the addition of benches, picnic tables, and water fountains within the park as well as the installation of a kayak launch and fishing pier along the bank of the Tar River. Construction of a \$1 million accessible playground, funded primarily by a grant through Trillium Health Resources, will provide an interactive and engaging play area for children and their families for generations to come. Efforts over this biennial period will also focus on a long-range view to unleash the Town Common's potential. City staff will update the Town Common Master Plan to incorporate design and cost estimates related to Phase I development of the park. In addition, staff will continue to work with the City's Office of Economic Development and Uptown Greenville to develop a program to establish partnerships and sponsorships, and to seek funding alternatives for future improvements.

PRIORITY 2: FARMER'S / ORGANIC MARKET

Farmer's markets have become a critical ingredient to the economy of local communities. Connecting rural to urban, farmer to consumer, and fresh ingredients to our diets, farmer's markets are becoming economic and community centerpieces in cities and towns across the country. Producing, processing, and distributing food locally enhances economic development within the community, creates jobs, and provides a place where neighbor meets neighbor. For this reason, Council identified its second top priority as the introduction of a farmer's market within the urban core of the city. In coordination and partnership with Uptown Greenville and the Coalition for Healthier Eating, the City ran a market as a pilot during the summer of 2016 in conjunction with the City's Sunday in the Park series held at the Town Common. The pilot program will provide valuable insight to the City and provide a benchmark for expanding the program in the future.

PRIORITY 3: LONG-TERM DEBT STRATEGY

With the limited amount of budgetary resources available to the City, it is important to streamline the use of financial resources needed to leverage future borrowings to fund future capital projects. The ability to continually invest in infrastructure improvements and expansions, as well as invest in projects that will enhance the economic well-being of Greenville and all of Eastern North Carolina, is paramount to Greenville's position as leader of the East. For this reason, Council has recognized the need for a long-term debt strategy as its third top priority. Such a strategy includes a well-planned, systematic process to utilize current resources invested in capital funding, in addition to the City's excess reserves, to reinvest in future capital projects that will sustain the City for generations to come. Such a strategy includes the creation of a Debt Management Policy which will integrate debt management and planning into the annual budgetary process. The City will utilize the policy, through the budgeting process, to project the timing of future borrowings, based on projected market rates and economic conditions, so as to ensure resource availability to fund the City's future needs while minimizing the impact on current and future taxpayers.

PRIORITY 4: RIVER ACCESS / TAR RIVER VANTAGE POINTS

The Tar River is a great life sustaining element of Greenville and Eastern North Carolina and a source of natural habitat, recreation, and culture. Historically, the Tar River was a source of commerce that provided an essential trade route that ultimately led to the founding of Greenville and other communities along its banks. The Council recognizes the cultural and recreational potential of the river and the need to untap its beauty for all of Greenville and Eastern North Carolina to enjoy. For this reason, the Council identified its fourth top priority as the construction of access and vantage points along the Tar River's edge. The biennial period will include such endeavours as the development of a river outlook project along the greenway near the Off-Leash Dog Area, identification of two additional locations for river overlook structures and an observation tower, as well as the completion of the Town Common fishing pier and kayak launch project. Such activities will enhance scenic access to the river, serving to improve the City's relationship with its primary waterway.

PRIORITY 5: TAR RIVER LEGACY PLAN ADDITIONS

In an effort to better enjoy and preserve Greenville's greatest natural resource, the Tar River Legacy Plan was developed in order to identify comprehensive strategies to improve the City's relationship with the Tar River while ensuring access to resources for the future. The core elements of the plan include preserving and enhancing the river and its resources, providing neighborhood riverfront access, establishing regional connections on the river to adjacent communities, and programming opportunities to attract local and regional visitors. Full implementation of the plan will take many years beyond the current biennial period. However, the Council recognizes the need to move forward with all aspects of the plan to secure the beauty and opportunities that the river provides. The Council identified the Tar River Legacy Plan additions as its fifth top priority for the biennial period. Such additions include investigation of possible public / private partnerships for the development of an "adventure park" on City-owned riverside lands as recommended within the plan. Additions also include the development of visible, economical, and river-related projects to generate excitement and support for additional and bigger initiatives. A project being considered is the installation of "hammock stations" at the Town Common and along the river, to create places to enjoy the nature and habitat that surrounds the river. The City will also seek proposals for private outfitters to operate river-related rental facilities and programs at the Town Common and other public sites along the Tar River.

PRIORITY 6: VIRTUAL BUILDING

Greenville's local economy, fueled by the likes of Vidant Health and East Carolina University, in conjunction with the city's highway system, which opens the area up to various other larger urban areas of North Carolina, provides an attractive economic environment to prospective developers and industries. Municipalities across the country have chosen the construction of speculative shell buildings and development of industrial parks to market their potential to prospective developers. Such projects can consume much time and taxpayer money without the guarantee of any economic return. In order to minimize investment risk while accentuating Greenville's economic potential, the Council has identified as its sixth top priority the creation of virtual buildings. A virtual building is a computer-aided design of how an actual building will look both on the inside and outside so as to provide a prospective company a vision of how the building might fit into their overall plans. In addition, the prospective company can also determine if modifications to the design would better suit their needs. Virtual buildings provide an avenue for the City to minimize the speculative risk of future economic development while at the same time promote all of the intrinsic qualities the City has to offer prospective businesses.

PRIORITY 7: RED LIGHT CAMERAS

In the 2016 legislative session, the North Carolina General Assembly granted authority to the City to implement a red light camera enforcement program utilizing an interlocal agreement with the Pitt County Board of Education which includes provisions on cost-sharing and reimbursement between the City and the School System. The system includes the installation of cameras at specific street intersections to capture images of vehicles running red lights. The Greenville Police Department will issue tickets from the images in hopes of discouraging motorists from running red lights. A resolution in support of red light cameras was passed by the Greenville City Council, the Pitt County Board of Education, and the Pitt County Board of Commissioners before being considered by the General Assembly in the 2016 legislative session. The implementation of this enforcement tool starting with fiscal year 2016-17 is expected to result in a decline of stoplight violations and a correlating increase in the safety for the citizens of Greenville.

PRIORITY 8: LIGHTING- LED

The City of Greenville has seen a considerable increase in population over the last five to ten years. Such growth has given rise to many of the public safety concerns facing larger urban areas, which includes the likes of pedestrian safety and neighborhood crime. An instrumental tactic to address both concerns is to increase and enhance lighting along the city's major thoroughfares and within public neighborhoods, specifically areas identified by the City as Crime Reduction Initiative Areas (CRIA). The Council recognizes the importance of street lighting to improve public safety. For this reason, the city has identified the expansion of LED Lighting as its eighth top priority. The City's focus will be to replace high pressured sodium lighting with LED lighting and to expand LED lighting to areas in need of a higher degree of illumination. Such activities will serve to enhance motorist and pedestrian awareness along the city's most heavily travelled corridors and heighten the sense of safety and security for the residents within the city's most at-risk neighborhoods.

PRIORITY 9: ARTS COALITION

Greenville is home to an abundance of cultural activities that is rooted in a strong love for the arts. One need not look far to experience numerous art galleries, museums, community and university theatres, as well as countless music venues to choose from throughout the city. Uptown Greenville has emerged as an arts and entertainment district offering an eclectic array of activities for the community. The Council recognizes the sense of community founded in the arts and is dedicated to enhancing the quality of life for its citizens by promoting artists and art organizations and making the arts accessible to the entire community. The Council's ninth top priority is the emergence of an arts coalition dedicated to enhancing art as a priority to the community in several ways. Such concepts include using arts as an economic driver, establishing an arts parent organization, and taking steps to tap into the abundance of artistic talent within the ECU campus. To lay the foundation of this vision, the Council will expand its partnership with the Pitt County Arts Council at Emerge to develop, promote, and support the arts in the city. Together, both will serve as the voice for artists and arts organizations to better engage, support, and grow artists within the community. Over the biennial period, the partnership will research the economic impact of the arts and cultural events within the city and within Pitt County and move toward fostering a stronger, more robust presence in the urban core of uptown Greenville.

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PRIORITY 10: SOUTHSIDE POLICE PRECINCT

Community policing is a law enforcement philosophy that focuses on community partnerships, problem-solving, and neighborhood transformation. The strategy of this philosophy is based on the notion that community presence, interaction, and support can help fight and control crime. When police and community work together, they are better prepared to effectively address the underlying issues facing the community, change negative patterns, and focus on resources more effectively. The Council, in conjunction with the Greenville Police Department, recognizes the need to establish a stronger presence throughout the various regions of the city, specifically those areas more prone to criminal activity. Through the establishment of community policing and crime prevention, the Council identified the need to establish a precinct on the south side of the city. The Council began the process of establishing a precinct prior to the beginning of the biennial period with the expectations that the precinct would be in operation by the end of the first quarter of fiscal year 2016-17.

City departments have identified their own set of strategic priorities and corresponding action steps to achieve those priorities based on the Council’s eight strategic goals. These priorities can be found within the departmental budget summaries pages of this book and are summarized as follows by strategic goal.

City Council Strategic Goals								
Department	#1	#2	#3	#4	#5	#6	#7	#8
City Manager	x	x	x	x	x	x	x	x
City Clerk	x		x					
City Attorney			x	x	x			
Human Resources			x					
Information Technology			x					
Fire/Rescue			x					x
Financial Services			x					
Police	x		x		x			x
Recreation & Parks	x		x				x	
Public Works	x	x	x		x	x	x	x
Community Development	x		x	x	x	x	x	

NC BENCHMARKING PROJECT

In fiscal year 2009, the City of Greenville joined the North Carolina Benchmarking Project. The goals for this project are:

1. To develop and expand the use of performance measurement in local government
2. To produce reliable performance and cost data for comparison
3. To facilitate the use of performance and cost data for service improvement

The City of Greenville collects cost and performance data on the following activities: residential refuse collection, household recycling, yard waste/leaf collection, police services, emergency communications, asphalt maintenance and repair, fire services, building inspections, fleet maintenance, and human resources.

The performance measures collected include resource, workload, efficiency, and effectiveness measures. The City believes that participation in this project will provide valuable feedback that will enable the City to provide quality services at reasonable cost.

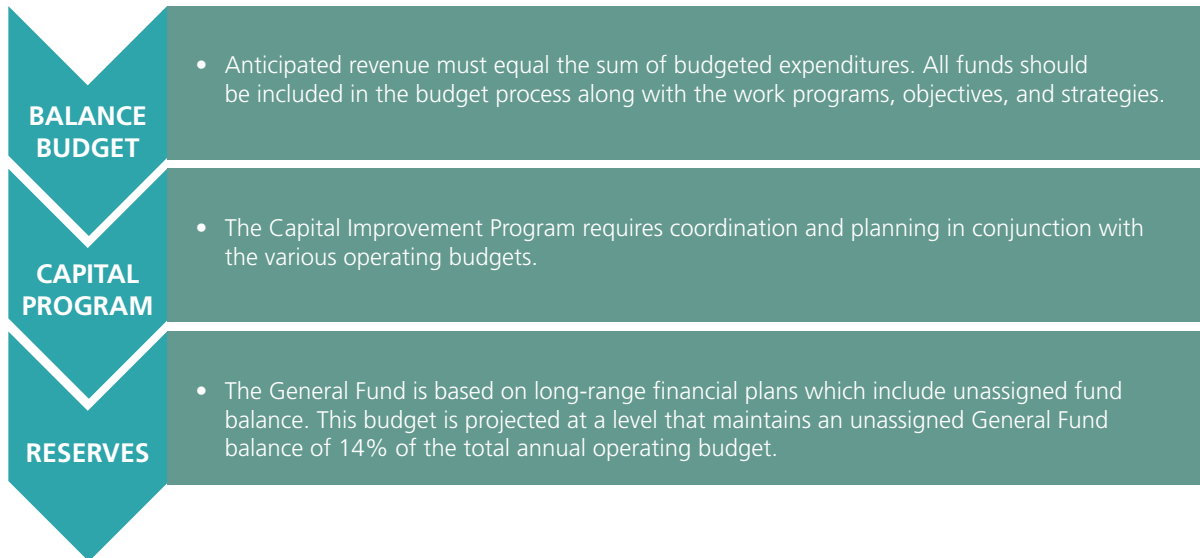
Upon receipt of the Benchmarking document from the School of Government, Greenville's Benchmarking team reviews the City's results, examines underlying causes, and determines actions to improve areas under our control.

The City's participation in this project will assist the City as it moves forward with the strategic planning process by helping to identify strengths and weaknesses in some of the most important City services.

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BUDGET POLICY AND PROCEDURES

After the strategic goals are set for the year (January, annually), the development and preparation of the City's budget are guided by the following policies. A fiscal policy that is adopted, adhered to, and regularly reviewed is the cornerstone of sound financial management.



The City's ultimate goal is to adopt a structurally balanced budget in which budgeted appropriations are supported by available revenues without reliance upon increases in appropriated fund balance and increases in appropriations only occur as corresponding increases in revenue are available or identified.

The financial policy guidelines outlined below have been reviewed and were adopted on June 6, 2016 by City Council.

LONG-RANGE FINANCIAL PLANS/POLICIES

The accounting policies of the City of Greenville conform to accounting principles generally accepted in the United States of America as applicable to governmental units. Some of the key components of accounting policies are as follows:

1. The City will establish and maintain the accounting systems in accordance with the requirements of the North Carolina Local Budget and Fiscal Control Act.
2. An annual audit will be performed by an independent public accounting firm which will issue an official opinion on the annual financial statements, with a management letter detailing areas that need improvement if required.
3. Full disclosure will be provided in the financial statements and bond representations.
4. Financial systems will be maintained to monitor expenditures and revenues on a monthly basis.
5. The City's annual financial report will be prepared according to the standards necessary to obtain the Certificate of Achievement for Excellence in Financial Reporting from GFOA and submitted each year for that recognition.
6. The City Financial Policy will be maintained as a central reference point and handbook for all activities which have a financial impact to the City and will serve as the City's authoritative source for fiscal procedure.

INVESTMENT POLICY

1. The City's investment policy will conform to the requirements of certification by the Association of Public Treasurers.
2. Public funds shall be invested to the greatest extent possible to reduce the need for property tax revenues.
3. Funds shall be invested with primary investment objectives of safety, liquidity, and yield.
4. All deposits and investments of City funds shall be in accordance with GASB Statement No. 31 - Accounting and Financial Reporting for Certain Investments and External Investment Pools, implemented July 1, 1997, and GASB Statement No. 40 - Deposit and Investment Risk Disclosure, effective July 1, 2004.
5. To the greatest extent possible, the City of Greenville shall attempt to match the maturity of investments with anticipated cash flow requirements. Investments shall be limited to maturities not exceeding five years from the settlement date. However, with specific approval of the Investment Committee, for a specific reserve, project, etc. the maturity may extend beyond five years.
6. All securities purchased by the City of Greenville shall be held in third-party safekeeping by the bank designated as the primary agent. A detailed receipt shall be issued by the primary agent (bank) for each security transaction, as well as a monthly report detailing all securities held by the Trust Department of this bank.
7. All trades where applicable will be executed by delivery versus payment to ensure that securities are deposited in an eligible financial institution prior to the release of funds. A third-party custodian as evidenced by safekeeping receipts will hold securities.
8. In accordance with the Government Finance Officers Association Recommended Practices on the Collateralization of Public Deposits, and as required by State law, full collateralization will be required on checking accounts and non-negotiable certificates of deposit.
9. The investments shall be diversified by:
 - With the exception of United States Treasury securities and the North Carolina Capital Management Trust, no more than 40% of the City's total investment portfolio will be invested in a single security type or with a single financial institution.
 - The total investment in certificates of deposit (CD) shall not exceed 25% of the City's total investment portfolio, and the investments in CD's with a single financial institution shall not exceed \$6,000,000.
 - Limiting investment in the securities that have higher credit risks while investing in securities with varying maturities.
 - Continuously investing a portion of the portfolio in readily available funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.
 - The Financial Services Director is responsible for monitoring compliance with the above restrictions. If a violation occurs, in a timely manner, the Director shall report such violation to the Investment Committee along with a plan to address the violation.

CAPITAL IMPROVEMENT POLICY

1. The City will prioritize all capital improvements in accordance with an adopted capital improvement program (CIP).
2. The City will update and re-adopt a five-year capital improvement program biennially, which details each capital project, the estimated cost, description, and funding source.
3. The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.

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4. The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
5. Additional information on the CIP Program will be highlighted within the Capital Improvements section of this document.

VEHICLE REPLACEMENT POLICY

1. Biennially, a team consisting of the Director of Public Works, Operations Manager, and Fleet Superintendent will review all vehicles and place them into categories as described in the vehicle replacement guidelines. This list will be used to guide the purchase of vehicles/equipment as a part of the City's Vehicle Replacement Program ensuring that appropriate equipment is purchased in an efficient and timely manner.
2. Equipment is evaluated using four criteria: age, mileage, general overall condition, and maintenance cost. Each vehicle is scored on a point system to determine which units are eligible for replacement consideration. Any vehicle that scores a 10 or greater will be eligible for replacement.
3. Replacement recommendations will be based on a replacement schedule (vehicles by type) created by the Public Works Department. Any changes to the recommended list must be submitted in writing to the City Manager.
4. City departments will pay quarterly replacement rates to fund the Vehicle Replacement Fund in preparation for future scheduled replacements.
5. The quarterly rates are calculated based on the cost plus inflation rate of the vehicles on hand within the respective departments. The costs divided by the expected useful life will determine what is paid on a quarterly basis to the Vehicle Replacement Fund in order to pay for future replacements. Because the City is forward-funding replacement costs for purchases of future vehicles, an inflation factor of 3–5% per year is included in estimates. The calculation of the quarterly charged rates will be based on actual vehicle costs, not a budget or estimate.
6. Due to the economic climate of this year's budget, several vehicles' replacement cycles have been extended a year so that the timing of the replacements has been prolonged for additional savings.

DEBT SERVICE POLICY

1. When the City finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be calculated at least every two years and included in the review of financial trends.
2. Prior to the issuance of new General Obligation (GO) debt, consideration shall be given to forecasted tax rate requirements, ratio of net GO debt to assessed taxable value, net GO debt per capita, and debt service payments to General Fund operating budget.
3. Direct net debt as a percentage of total assessed value of taxable property should not exceed 2.5%. Direct net debt is defined as any and all debt that is tax-supported.
4. The ratio of direct debt service expenditures as a percent of total governmental fund expenditures will be targeted to remain at or below 10.0% but in any case should not exceed 12.0% with an aggregate direct debt ten-year principal payout ratio target of 60.0% or better.
5. The City will use fixed-rate debt in most cases to finance its capital needs; however, the City may issue variable-rate debt up to 10-15% of its total debt portfolio, when necessary.
6. The City will strive to achieve and maintain the highest credit rating awarded by the municipal bond rating agencies.
7. The Financial Services Director shall maintain a system of record keeping and reporting to meet the arbitrage rebate compliance requirements for the federal tax code.
8. Debt Service cost will be paid by tax increases and/or new revenue sources.

9. The City may undertake refinancing of outstanding debt:

- a) When such refinancing allows the City to realize significant debt service savings (net present value savings equal to at least 2.0 percent of the refunded par amount) without lengthening the term of refinanced debt and without increasing debt service in any subsequent year; or
- b) When the public policy benefits outweigh the costs associated with the issuance of new debt and any increase in annual debt service; or
- c) When a restrictive covenant is removed to benefit the City.

FUND BALANCE AND RESERVE POLICY

Fund Balance is defined as the difference between a governmental fund's assets and liabilities. The policies listed below are the City's current fund balance and reserve policies. The following policies establish guidelines for preserving an adequate fund balance/reserve balance in order to sustain financial stability.

1. The City will establish and maintain an Insurance Loss Reserve to pay for needs caused by unforeseen emergencies. This reserve will be maintained at no less than \$2.0 million. This limit will be designated as "Committed Fund Balance" at the end of each fiscal year.
2. In preparation of the final budget ordinance amendment of any given fiscal year, the City will review budgeted insurance loss, deductibles and premium accounts. If insurance losses, deductibles, and premiums are less than budgeted for any fiscal year, these unspent monies may be transferred to the Insurance Loss Reserve Fund for future unexpected claims, when the City is not operating at minimum desired reserves.
3. Unassigned Fund Balance, as defined by GASB Statement 54, will be the portion of fund balance remaining after all other categories have been determined. These other categories are non-spendable amounts, commitments and restrictions for future expenditures, and required reserves as defined by State statutes.
4. The City will strive to maintain an unassigned General Fund balance at the close of each fiscal year of at least 14.0% of the total current annual operating budget.
5. The City Council may, from time to time, appropriate fund balances that will reduce unassigned fund balances below the 14.0% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Greenville. In such circumstances, the Council will adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the Council will establish a different but appropriate time period.
6. The excess unassigned fund balance may be used to fund one-time capital expenditures or other one-time costs, if it has not been transferred to the Capital Reserve Fund. In the event that expenditures exceed revenues within the General Fund during the previous fiscal year, transfers to Capital Reserve will be waived for the current fiscal year.

LONG-TERM DEBT

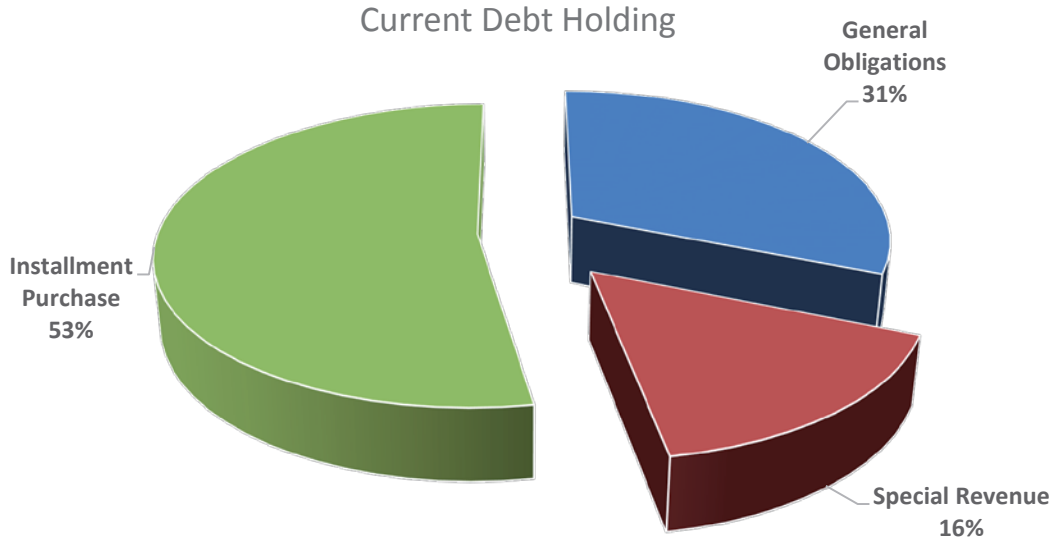
See below for a history of Long-Term Debt, Fund Balance and Capital Reserve Transfers from the Governmental Funds.

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities. General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds generally are issued as 20-year serial bonds with equal amounts of principal maturing each year. The City has also issued revenue bonds and pledges the income derived from the acquired or constructed assets to pay debt service.

The City issues Certificates of Participation/Installment Agreements for the acquisition of land and/or to construct and equip various facilities. The average annual debt service related to these certificates/installments is \$3.0M over the next two years, excluding the Greenville Utilities Commission.

The City is subject to the Municipal Finance Law of North Carolina, which limits the amount of net bonded debt the City may have outstanding to eight percent (8%) of the appraised value of property subject to taxation. Based on Pitt County Tax Assessor records, the City of Greenville has an estimated assessed value of \$6,374,477,022 for fiscal year 2017. Based on this, the City's legal debt capacity is \$510 million. This capacity covers the debt that would be subject to property taxation.

The total amount of debt outstanding including general obligation bonds, revenue bonds, certificates of participation, installment agreements, and State revolving loans is approximately \$167 million (entity-wide), including all funds within the City. Approximately \$40.1 million is outstanding for the City, excluding the Greenville Utilities Commission (GUC). The breakout of debt instruments for the City of Greenville (excluding GUC) is below:



LONG-TERM DEBT (CONTINUED)

By law, the Local Government Commission has to approve all debt issuance of all cities, counties, and any other governmental entities in the State of North Carolina.

Currently, the City has \$6 million in principal and interest repayments, on average, (excluding GUC) and will have, for fiscal year 2016-2017 and 2017-2018, \$5.9 million and \$5.7 million, respectively. This represents less than 5% of the City's budget.

Below is an illustration of the principal and interest payments for the City's managed debt (excluding GUC) that are due over the next two years, and the remainder of the term of the instrument by fund.

	2016-2017		2017-2018		2018-2019		2019-2020		2020-2021		Years Thereafter	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
<u>GO Bonds</u>												
1998 Public Improvements	125,000	5,625	-	-	-	-	-	-	-	-	-	-
2016 Refunding	514,146	108,357	565,848	98,639	560,103	87,945	548,614	77,359	574,465	66,990	2,970,007	192,284
2016 October Issue*	640,000	-	640,000	-	640,000	-	640,000	-	640,000	-	5,760,000	-
2010-11 Issuance	160,000	80,440	160,000	77,240	160,000	73,240	160,000	68,440	160,000	63,640	1,440,000	333,760
<u>Special Revenue</u>												
2000-01 Revenue Bonds	440,000	67,048	450,000	54,332	465,000	41,327	475,000	27,889	490,000	14,161	-	-
Convention Ctr Phase III	55,000	134,388	75,000	132,600	90,000	130,163	110,000	127,238	125,000	123,663	3,680,000	429,750
<u>Installment Purchases</u>												
2012 (04) COPS/09 Install	1,900,000	176,252	1,845,000	146,280	1,790,000	117,143	1,740,000	88,881	1,100,000	63,759	3,185,000	90,233
2013 Parking Deck	333,170	138,057	333,170	127,229	333,170	116,401	333,170	105,573	333,170	94,745	2,665,360	368,152
GESC Equipment	138,582	55,357	146,035	51,936	153,752	48,333	161,741	44,540	170,009	40,551	1,568,563	155,343
2016 South Green Rec Ctr	150,000	52,669	150,000	48,694	150,000	44,719	150,000	40,744	150,000	36,769	1,275,000	159,004
Total Governmental	4,455,898	818,193	4,365,053	736,950	4,342,025	659,271	4,318,525	580,664	3,742,644	504,278	22,543,930	1,728,526
<u>GO Bonds</u>												
2016 Refunding (SW)	344,338	72,569	378,964	66,062	375,117	58,899	367,422	51,809	384,735	44,865	1,989,097	128,778
<u>Installment Purchases</u>												
Sanitation 2014 Carts	45,000	5,693	45,000	4,554	45,000	3,416	45,000	2,277	45,000	1,139	-	-
Sanitation 2015 Carts	51,428	7,892	51,428	6,457	51,428	5,022	51,428	3,587	51,428	2,152	-	-
Sanitation 2016 Carts*	60,714	-	60,714	-	60,714	-	60,714	-	60,714	-	121,428	-
Total Enterprise	501,480	86,154	536,106	77,073	532,259	67,337	524,564	57,673	541,877	48,156	2,110,525	128,778
Grant Total	4,957,378	904,347	4,901,159	814,023	4,874,284	726,608	4,843,089	638,337	4,284,521	552,434	24,654,455	1,857,304

*Amortization schedules not yet received - total debt will be equal to that shown in principal

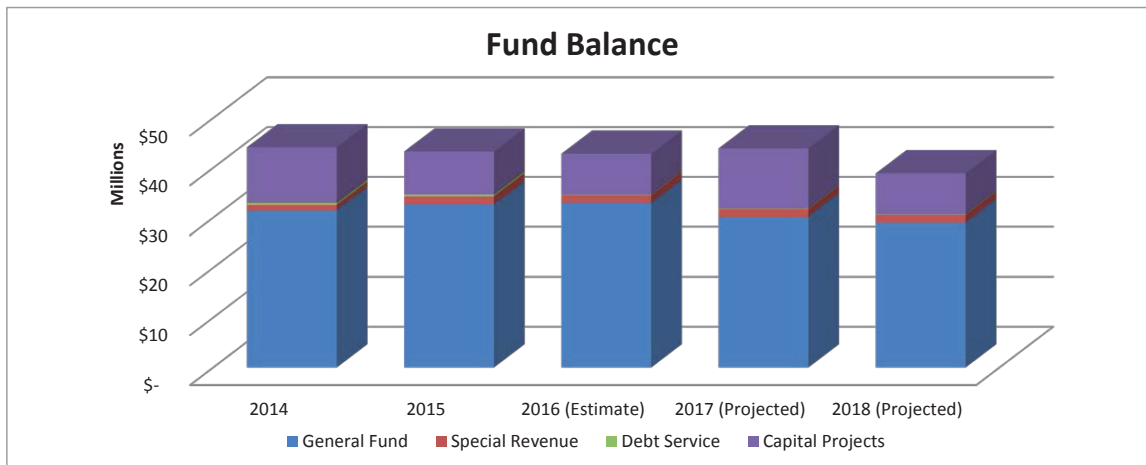
CREDIT RATINGS

Currently, the City's bond rating is AA by Standard and Poor's and Aa2 by Moody's with the exception of the Certificates of Participation issuance which has maintained a rating of A1. This achievement is a primary factor in keeping interest costs low on the City's outstanding debt.

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FUND BALANCE

	<u>2014</u>	<u>2015</u>	Change	<u>2016</u> <u>Estimate</u>	Change	<u>2017</u> <u>(Projected)</u>	Change	<u>2018</u> <u>(Projected)</u>	Change
General Fund	\$ 31,412,547	\$ 32,579,539	4%	\$ 32,871,195	1%	\$ 30,161,803	-8%	\$ 28,983,459	-4%
Special Revenue	1,105,534	1,675,228	52%	1,625,173	-3%	1,576,418	-3%	1,576,418	0%
Debt Service	442,800	392,698	-11%	105,556	-73%	105,556	0%	105,556	0%
Capital Projects	<u>11,150,295</u>	<u>8,626,124</u>	-23%	<u>8,218,799</u>	-5%	<u>12,052,799</u>	47%	<u>8,218,799</u>	-32%
Total	\$ 44,111,176	\$ 43,273,589	-2%	\$ 42,820,723	-1%	\$ 43,896,575	3%	\$ 38,884,231	-11%



Fluctuations are noted within the Capital Projects category, in particular in fiscal year 2017, due to the issuance of bonds for street improvements as well as the Public Safety Annex for the Fire/Rescue and Police Departments. The sharp decrease in the debt service fund balance is due to the continued payoff of debt over the projects' life term. The changes in Special Revenue are projections based on historical patterns and the unknown of grant award status. There are no special events or considerations driving those changes.

FISCAL YEAR POLICY

The total amount of the City of Greenville’s budget is \$392,528,704 and \$393,398,441 for fiscal years 2017 and 2018, respectively. All annually appropriated funds are as follows:

	2016-2017 Original	2017-2018 Plan
General Fund	\$ 82,640,550	\$ 81,950,799
Debt Service	5,433,438	5,448,934
Capital Reserve	2,083,419	-
Housing	1,416,027	1,431,149
Health	12,785,572	13,135,690
Vehicle Replacement	5,066,743	4,934,770
Fleet Maintenance	4,240,378	4,337,071
Facilities Improvement	1,590,000	1,642,000
Transit	2,530,012	2,773,992
Sanitation	7,647,951	7,619,286
Stormwater Utility	5,850,219	5,928,998
Greenville Utilities Commission	257,499,629	260,564,610
Convention & Visitors Authority	1,215,824	1,198,862
Sheppard Memorial Library	2,528,942	2,432,280
TOTAL	\$ 392,528,704	\$ 393,398,441

BUDGETARY CONSIDERATIONS AND ASSUMPTIONS

The adopted budget for fiscal year 2017 and financial plan for fiscal year 2018 is based on reducing the tax rate of .53 cents to .52 cents per \$100 dollars of assessed valuation, which is slightly greater than the revenue-neutral tax rate of .513 cents per \$100 valuation. Over the course of the budget process, it became clear that while the downturn is easing, revenues would not recover significantly during this biennial budget cycle leading to modest budgetary increases of less than 1% in the General Fund for the “Plan” year. Fiscal year 2018 shows a decrease from 2017 due to the timing of capital projects and the one-time purchase of the Imperial Site during FY 2017. The City has been able to preserve the high quality of services and accommodate the growing population despite having fewer financial resources available to meet these needs. Where applicable, the discussion of influential factors, their perceived impact, and the off-setting course of action are discussed in the Budget Message or in the revenues and expenditures sections that follow.

LONG-RANGE FINANCIAL PLANNING

SUMMARY OF ESTIMATED GENERAL FUND FINANCIAL SOURCES & USES

(in millions)

	2015-16 Adopted	2016-17 Adopted	2017-18 Plan	2018-19 Forecast	2019-20 Forecast	2020-21 Forecast	2021-22 Forecast
Revenues:							
Property Taxes	\$ 32.02	\$ 32.74	\$ 33.39	\$ 34.39	\$ 35.42	\$ 36.49	\$ 37.58
Sales Taxes	16.63	17.68	18.03	18.57	19.13	19.51	19.90
Utilities Franchise Tax	6.05	7.16	7.30	7.52	7.74	7.98	8.22
GUC Transfers In	6.50	6.50	7.14	7.35	7.57	7.80	8.04
Powell Bill - State Allocation	2.24	2.22	2.22	2.29	2.36	2.43	2.50
Rescue Fees	3.09	3.10	3.13	3.22	3.32	3.42	3.52
Investment Earnings	0.55	0.40	0.40	0.41	0.42	0.44	0.45
Motor Vehicle Taxes	1.02	1.48	1.50	1.55	1.59	1.64	1.69
All Other Revenues	8.42	9.56	7.66	7.89	8.13	8.37	8.62
Appropriated Fund Balance	1.59	1.80	1.18	1.22	1.25	1.29	1.33
Totals	\$ 78.11	\$ 82.64	\$ 81.95	\$ 84.41	\$ 86.94	\$ 89.36	\$ 91.84
Expenditures:							
Personnel	\$ 50.28	\$ 50.90	\$ 52.35	\$ 53.92	\$ 55.54	\$ 57.20	\$ 58.92
Operating	17.12	17.58	17.81	18.34	18.89	19.27	19.66
Capital Outlay / Capital Improvements	3.04	4.01	2.73	2.81	2.90	2.97	3.04
Transfers	8.94	11.58	10.52	10.84	11.16	11.50	11.84
Indirect Cost Reimbursement	(1.27)	(1.43)	(1.46)	(1.50)	(1.55)	(1.58)	(1.62)
Totals	\$ 78.11	\$ 82.64	\$ 81.95	\$ 84.41	\$ 86.94	\$ 89.36	\$ 91.84

Financial planning assumptions are based on a 3% growth for the four years forecasted above. Historical trends are showing modest recovery in the economy; therefore, the City is remaining conservative in calculating future growth.

REVENUES

MEASUREMENT FOCUS AND BASIS OF REVENUE

The City considers all material revenues available if they are collected within 60 days after year-end. At June 30, taxes receivable are materially past due and are not considered to be an available resource to finance the operations of the current year. However, an estimate based on the first month (July) of receipts received in the subsequent year is used as a base to accrue two months' worth of receipts back into the previous year. Also, as of January 1, 1993, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, Pitt County is responsible for billing and collecting the property taxes on all registered motor vehicles on behalf of all municipalities and special tax districts in the County, including the City of Greenville. For those motor vehicles registered under the staggered system and for vehicles newly registered under the annual system, property taxes are due the first day of the fourth month after the vehicles are registered. The billed taxes are applicable to the fiscal year in which they become due.

SALES TAX

This revenue source is projected to generate 21% of total General Fund revenues in FY 17. Sales Tax is historically difficult to project because it is a State-collected and distributed revenue. Changes in the distribution formula and variations in the timing of refunds and reallocations prevent prior years from being reliable indicators of future year distributions. Additionally, the 2013 Tax Reform Act broadens the tax base for applicable sales tax. Improvements in the economy will impact the sales tax revenue as well. For these reasons, 3% growth for both the FY 17 budget and the FY 18 financial plan are proposed.

The General Assembly passed a number of exchanges or swaps involving sales tax revenues during the 2013 legislative session. The State advises that these changes should not have a negative fiscal impact on municipalities, but without collection history, there remains some degree of uncertainty regarding their impact. Changes for sales tax beginning in late FY 14 and fully impacting FY 15 and beyond include sales taxes on service contracts for maintenance and repair of automobiles and goods, expansion of the sales tax to cover admissions to movies, live entertainment and museums, the elimination of the exemption from sales tax for nutritional supplements sold by chiropractors, food sold in public and private college dining rooms, and most newspaper sales. Legislation also eliminates the annual sales tax holiday, the Energy Star sales tax holiday, the exemption for bakery items sold in bakery thrift shops, and the exemption for certain items sold to farmers with gross receipts under \$10,000. The new legislation also swaps the currently received Franchise Taxes for sales tax on electricity and natural

REVENUE SOURCES

GOVERNMENTAL FUNDS

General—The major sources of revenues are Property Tax, Sales Tax, Utilities Franchise Tax, Licenses, Permits and Fees, GUC Transfer-In, Rescue Fees, Investment Earnings, and Powell Bill—State Allocation.

Debt Service Fund—funded through transfers from the General Fund and any other fund whose debt resides in the Debt Service Fund.

Capital Project Funds—primarily funded by debt borrowings in the form of General Obligation Bonds, Certificates of Participation, and other debt instruments.

Capital Reserve Fund—funded through an annual transfer from the General Fund. The eligible amount is based on the General Fund's fiscal year-end results. If the unassigned fund balance for the General Fund is larger than 14% of the current year's budget, then that excess amount is eligible for transfer to the Capital Reserve to fund future capital projects.

SPECIAL REVENUE FUNDS

Sheppard Memorial Library—primarily funded through transfers from other governments, State Aid, and desk receipts.

Housing Funds—primary revenue sources are Community Development Block Grants and other grant funding to assist with economic development.

PROPRIETARY FUNDS

Greenville Utilities Commission—funded through utility rates, service fees and charges, and interest on temporary investments.

Public Transportation Fund—primary revenues are intergovernmental grant reimbursements and sales and service fees.

Fleet Maintenance Fund—funded by the fees charged to departments for maintenance needs.

Sanitation Fund—funded through sales and service fees.

Health Fund—funded by the fees charged to departments for premiums paid and employee premium amounts in order to pay claims through a self-insured program.

Stormwater Fund—funded through service fees. The Stormwater Utility is an enterprise fund established to implement the City's Stormwater Management Program. In 2013, staff worked to develop a plan to address stormwater needs citywide. This approach included basin modeling which is currently underway, a significant investment in the Town Creek Culvert, and increasing the stormwater fees over multiple years to fund the numerous needs. The plan, accepted by City Council, calls for a \$.50 per ERU per month rate increase in FY 17 and FY 18.

FIDUCIARY FUNDS

Other Post-Employment Benefits Fund—funded through appropriations from the General Fund.

EXPENDITURES

MEASUREMENT FOCUS AND BASIS OF EXPENDITURES

Expenses are recognized in the accounting period in which a fund liability is incurred, if measurable, except for interest on general long-term debt and non-concurrent portion of accrued vacation payable, which is recognized when due. Inventory decreases, capital expenditures, and payments of principal on long-term debt are considered to be expenditures.

CAPITAL OUTLAY

Capital Outlay expenditures are those valued between \$5,000 and \$35,000, which include real property (land, buildings including appurtenances, fixtures and fixed equipment, structures, etc.), including additions, replacements, major repairs, and renovations to real property which materially extend its useful life or materially improve or change its functional use. These types of expenditures are often the easiest to postpone. As a result, when departments were requested to cut their budgets, as mentioned above capital outlay items experienced some of those reductions. See the Capital Outlay Tab for a listing of equipment scheduled for fiscal years 2017 and 2018.

CAPITAL IMPROVEMENT

Capital Improvements are defined as equipment valued over \$35,000 with an expected useful life equal to or more than five years and projects valued over \$35,000 with an expected useful life of more than ten years. This type of expenditure is budgeted using the Capital Improvement planning process which seeks to identify and prioritize capital improvement needs over a five-year period. Addressing capital improvement needs in this manner helps to stabilize the impact of capital improvements on the City's operating budget. It should be noted that funding for projects in the Facilities Improvement Fund are not included in this category. See the Capital Improvements Tab for project listing. The City also publishes a separate Capital Improvements document, which illustrates and defines all projects underway.



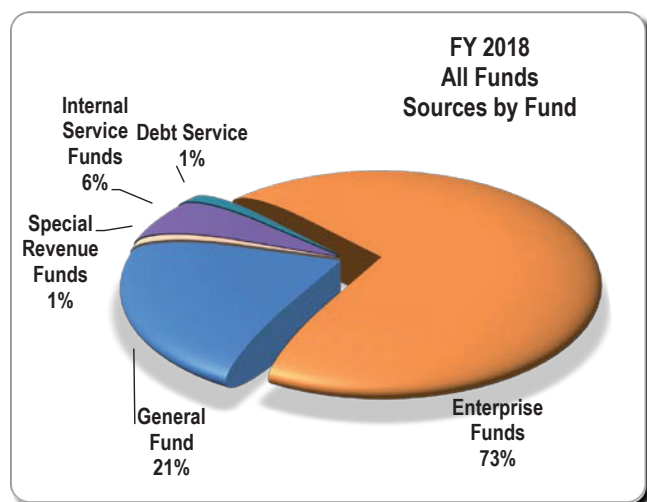
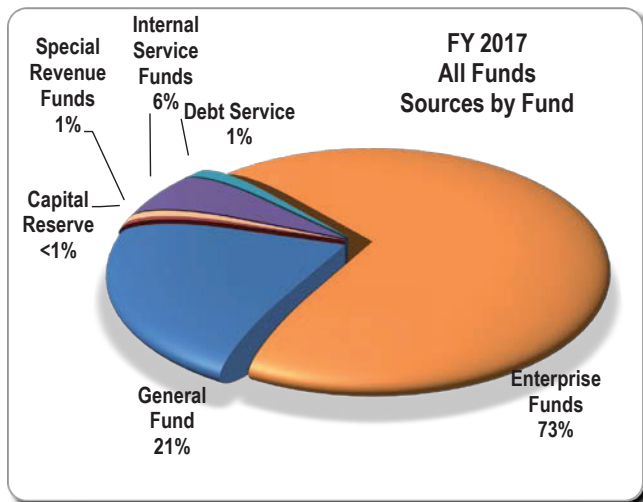
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FY 2016-2017 BUDGET & 2017-2018 PLAN
BUDGET SUMMARY

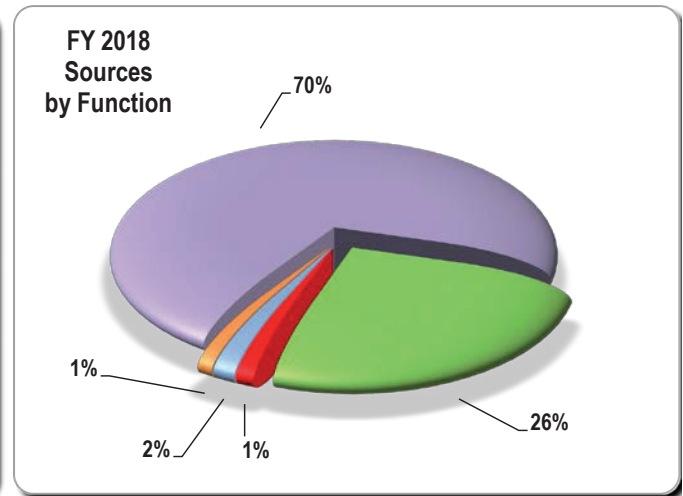
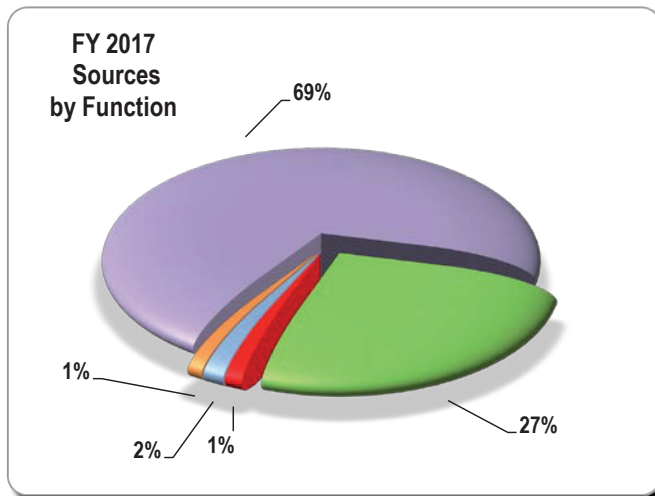
CITY OF GREENVILLE BUDGET COMPARISON FOR ALL FUNDS SOURCES BY FUND TYPE

Fund	FY 2014 Actual	FY 2015 Actual	FY 2016 Original Budget	FY 2017 Original Budget	FY 2018 Plan	Amount of Change	% Change
General Fund	\$ 74,311,463	\$ 77,407,669	\$ 78,105,680	\$ 82,640,550	\$ 81,950,799	\$ (689,751)	-0.83%
Capital Reserve Fund	415,488	43,370	50,000	2,083,419	-	(2,083,419)	-100.00%
Special Revenue Funds:							
Housing	6,456,867	1,690,458	1,443,370	1,416,027	1,431,149	15,122	1.07%
Sheppard Memorial Library	2,377,142	2,445,725	2,338,224	2,528,942	2,432,280	(96,662)	-3.82%
Internal Service Fund:							
Health	12,970,743	12,336,663	14,037,440	12,785,572	13,135,690	350,118	2.74%
Vehicle Replacement	3,883,203	2,854,810	3,839,362	5,066,743	4,934,770	(131,973)	-2.60%
Fleet Maintenance	3,935,987	3,575,629	4,457,387	4,240,378	4,337,071	96,693	2.28%
Facilities Improvement	-	1,545,434	2,317,630	1,590,000	1,642,000	52,000	3.27%
Debt Service:	3,735,764	4,749,894	4,882,683	5,433,438	5,448,934	15,496	0.29%
Enterprise:							
Transit	1,970,561	4,157,308	3,499,635	2,530,012	2,773,992	243,980	9.64%
Sanitation	7,573,629	7,571,736	7,801,578	7,647,951	7,619,286	(28,665)	-0.37%
Stormwater Utility	3,671,256	4,522,239	4,905,758	5,850,219	5,928,998	78,779	1.35%
Greenville Utilities Commission (Water, Sewer, Gas, Electric)	272,354,329	273,347,992	289,924,227	257,499,629	260,564,610	3,064,981	1.19%
Gross Totals	\$ 393,656,432	\$ 396,248,927	\$ 417,602,974	\$ 391,312,880	\$ 392,199,579	\$ 886,699	3.00%
Less Interfund Transfers	\$ (8,457,031)	\$ (11,408,692)	\$ (8,936,493)	\$ (11,582,013)	\$ (10,516,558)	\$ 1,065,455	-9.20%
Net Totals	\$ 385,199,401	\$ 384,840,235	\$ 408,666,481	\$ 379,730,867	\$ 381,683,021	\$ 1,952,154	3.00%



** information above excludes the joint-venture Convention and Visitors Authority

CITY OF GREENVILLE BUDGET COMPARISON FOR ALL FUNDS SOURCES BY FUNCTION

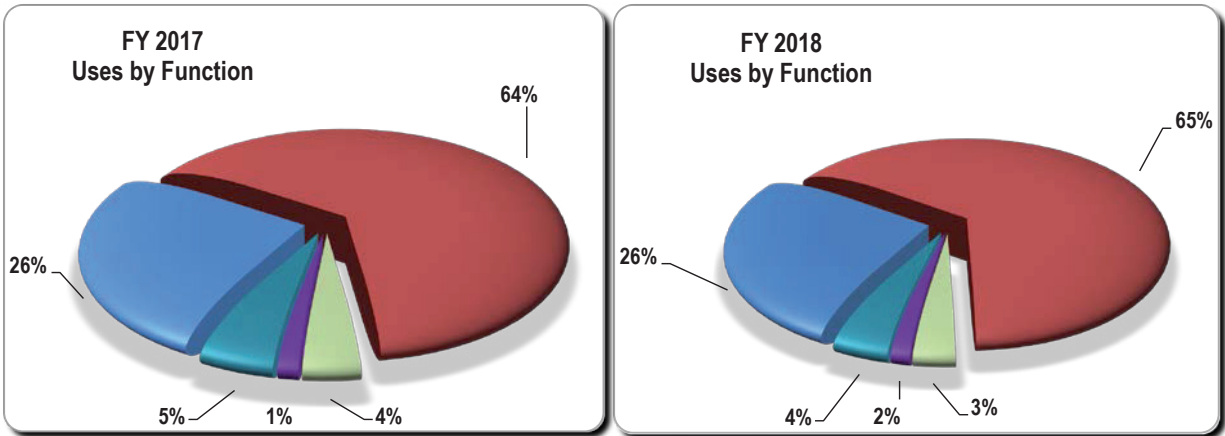


Function	FY 2014 Actual	FY 2015 Actual	FY 2016 Original Budget	% Change	FY 2017 Original Budget	% Change	FY 2018 Plan
CULTURAL & RECREATIONAL	4,358,741	4,452,911	4,329,029	4%	4,508,632	-2%	4,431,767
ENVIRONMENTAL PROTECTION*	283,791,148	285,656,048	302,853,163	-10%	271,186,885	1%	274,302,102
GENERAL GOVERNMENT	95,955,465	93,521,379	98,778,183	6%	104,642,796	-2%	102,195,545
PUBLIC SAFETY	4,536,780	5,409,679	4,886,250	0%	4,900,099	1%	4,955,560
TRANSPORTATION	5,014,298	7,208,910	6,756,349	-10%	6,074,468	4%	6,314,605
TOTAL	393,656,432	396,248,927	417,602,974		391,312,880		392,199,579

* Includes Electric, Gas, Water and Sewer

** Information above excludes the joint-venture Convention and Visitors Authority

CITY OF GREENVILLE BUDGET COMPARISON FOR ALL FUNDS USES BY FUNCTION



Function	FY 2014 Actual	FY 2015 Actual	FY 2016 Original Budget	% Change	FY 2017 Original Budget	% Change	FY 2018 Plan
PERSONNEL	91,433,584	92,545,330	98,031,765	3%	100,633,381	2%	103,115,608
OPERATING	289,964,140	284,701,333	287,713,381	-13%	248,963,771	2%	253,997,749
TRANSFERS	15,132,520	12,520,308	11,831,370	32%	15,676,159	-20%	12,576,711
DEBT SERVICE	4,235,786	4,799,997	4,882,683	11%	5,433,438	0%	5,448,934
CAPITAL IMPROVEMENTS	27,479,818	35,345,096	15,143,775	36%	20,606,131	-17%	17,060,577
	428,245,848	429,912,064	417,602,974		391,312,880		392,199,579

* Information above excludes the joint-venture Convention and Visitors Authority

CITY OF GREENVILLE

SUMMARY OF FULL-TIME POSITIONS

DEPARTMENT	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Mayor & City Council	7.00	7.00	7.00	7.00	7.00
City Manager	8.00	9.00	11.00	16.00 *	16.00
City Clerk	3.00	3.00	3.00	3.00	3.00
City Attorney	3.00	3.00	3.00	3.00	3.00
Community Development	28.00	28.00	28.00	31.00 *	31.00
Housing	8.00	8.00	8.00	8.00	8.00
Human Resources	9.00	9.00	9.00	9.00	9.00
Information Technology	20.50	19.00	19.00	19.00	19.00
Fire / Rescue	159.00	158.00	158.00	161.00	161.00
Financial Services	20.50	20.50	19.00	19.00	19.00
Police	241.00	241.00	245.00	239.00 *	239.00
Recreation & Parks	67.00	67.00	67.00	67.00	67.00
Public Works	69.90	69.90	69.90	69.90	69.90
Transit	15.70	15.70	15.70	15.70	15.70
Fleet Management	18.30	18.30	18.30	18.30	18.30
Sanitation	62.45	62.45	62.45	62.45	62.45
Stormwater Management	23.40	23.40	23.40	23.40	23.40
TOTAL FTE POSITIONS	763.75	762.25	766.75	771.75	771.75

*Economic Development moved from Community Development to City Manager's Office

*Code Enforcement moved from Police to Community Development



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FY 2016-2017 BUDGET & 2017-2018 PLAN
GENERAL FUND

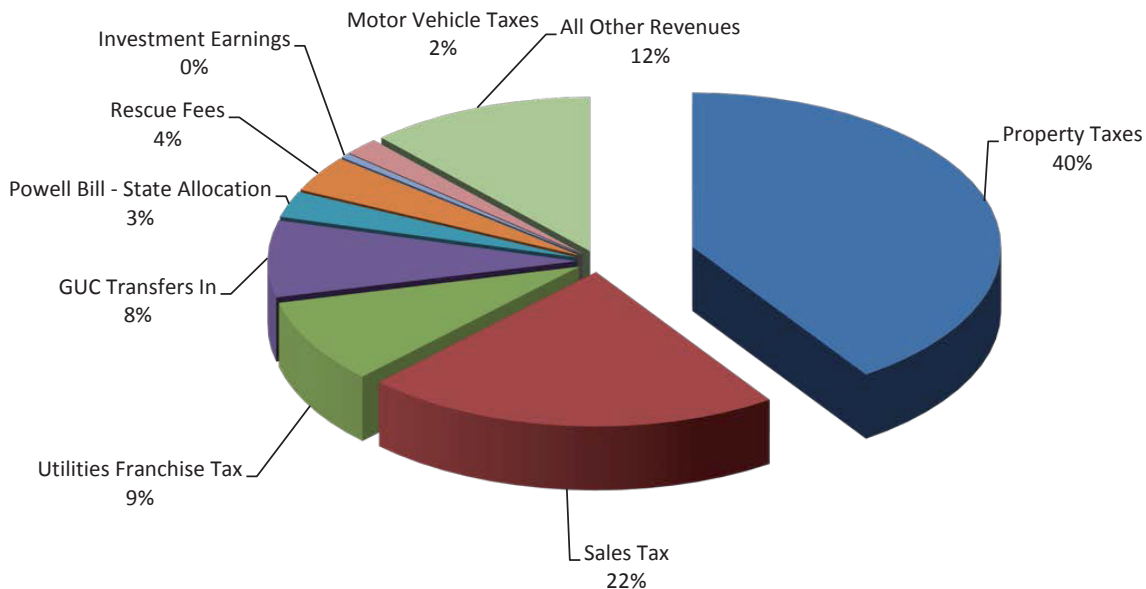
The General Fund is established to account for the revenues and expenditures in operating the general government functions of a nonproprietary nature. This fund receives ad valorem tax revenues, State-shared revenues, licenses, permits and fees. The major operating activities include general government, police, fire, public works, recreation and parks, and other governmental service functions. The expenditures that will follow are in order by department:

- | | | |
|---------------------------------|---------------------------|-------------------------------|
| Mayor & City Council | City Clerk | City Manager |
| City Attorney | Human Resources | Information Technology |
| Fire/Rescue | Financial Services | Police |
| Recreation & Parks | Public Works | Community Development |

The following expenses include all administrative, operations, maintenance and capital outlay detail. Capital Improvement information is behind the Capital Improvements section.

	2014 Actual	2015 Actual	Inc/ (Dec)	2016 Budget	Inc/ (Dec)	2017 Original	Inc/ (Dec)	2018 Plan
Property Taxes	\$ 30,898,892	\$ 31,860,174	1%	\$ 32,020,369	2%	\$ 32,744,935	2%	\$ 33,391,107
Sales Tax	14,804,914	16,588,706	0%	16,627,515	6%	17,681,023	2%	18,034,643
Utilities Franchise Tax	5,413,757	6,282,750	-4%	6,052,187	18%	7,158,899	2%	7,302,077
GUC Transfers In	6,107,729	6,505,044	0%	6,500,000	0%	6,498,420	10%	7,135,013
Powell Bill - State Allocation	2,215,848	2,235,741	0%	2,235,741	-1%	2,220,065	0%	2,220,065
Rescue Fees	3,074,923	3,499,651	-12%	3,085,803	0%	3,096,519	1%	3,127,484
Investment Earnings	455,380	363,857	52%	553,765	-28%	400,000	0%	400,000
Motor Vehicle Taxes	1,315,164	1,096,015	-7%	1,018,705	46%	1,483,674	1%	1,503,457
All Other Revenues	10,024,856	8,975,731	-6%	8,419,913	14%	9,561,021	-20%	7,658,609
Subtotal	\$ 74,311,463	\$ 77,407,669	-1%	\$ 76,513,998	6%	\$ 80,844,556	0%	\$ 80,772,455
Appropriated Fund Balance								
General Fund	-	-		1,281,944		1,078,808		465,766
Powell Bill	-	-		309,738		717,186		712,578
Total	\$ 74,311,463	\$ 77,407,669	1%	\$ 78,105,680	6%	\$ 82,640,550	-1%	\$ 81,950,799

FY17 Original Budget

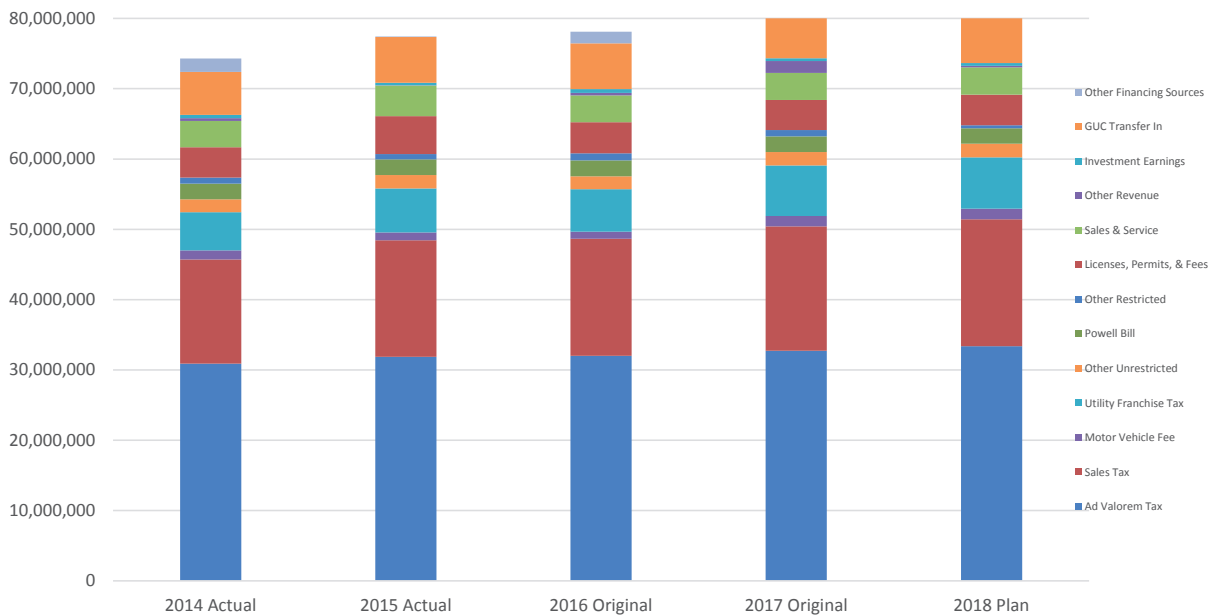


General Fund
 Detailed Revenue Summary

	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
Unrestricted Intergovernmental					
Property Taxes					
Current Year Taxes	\$ 28,761,247	\$ 28,938,765	\$ 29,342,969	\$ 29,994,435	\$ 30,585,597
Motor Vehicle Taxes	1,951,684	2,884,760	2,701,045	2,907,541	2,965,692
Prior Years Taxes	431,154	281,964	280,515	146,159	149,082
Tax Penalties & Interest	229,021	220,768	180,180	183,784	187,460
Tax Discounts	(365,886)	(316,067)	(373,240)	(404,197)	(412,281)
Tax Refunds	(108,328)	(150,016)	(111,100)	(82,787)	(84,443)
NC Collections Fees	-	-	-	-	-
Subtotal	\$ 30,898,892	\$ 31,860,174	\$ 32,020,369	\$ 32,744,935	\$ 33,391,107
Other Unrestricted Intergovernmental					
Sales Tax	\$ 14,804,914	\$ 16,588,706	\$ 16,627,515	\$ 17,681,023	\$ 18,034,643
Rental Vehicle - Gross Receipts	119,582	127,304	126,929	130,763	133,378
Video Program & Supplemental PEG	903,072	908,091	904,000	914,621	923,767
Motor Vehicle Fee	1,315,164	1,096,015	1,018,705	1,483,674	1,503,457
Payment in Lieu of Taxes	56,620	51,075	51,075	51,075	51,075
State Fire Protection	393,938	380,431	384,235	390,000	390,000
Utilities Franchise Tax	5,413,757	6,282,750	6,052,187	7,158,899	7,302,077
Wine & Beer	376,811	416,085	370,917	432,937	437,266
Subtotal	\$ 23,383,858	\$ 25,850,457	\$ 25,535,563	\$ 28,242,992	\$ 28,775,663
Restricted Intergovernmental					
Traffic Control Lights Maintenance	183,737	290,776	183,500	157,000	157,000
Street Sweeper Agreement	-	50,070	25,035	25,035	25,035
Reimbursable Agreements	50,000	-	503,000	503,000	-
Federal Forfeiture Money	111,414	69,237	-	-	-
Powell Bill State Allocation	2,215,848	2,235,741	2,235,741	2,220,065	2,220,065
Special State/Federal/Local Grants	73,469	32,698	-	13,186	13,186
Controlled Substance Tax	27,443	30,744	-	-	-
Police Dept Grants	2,850	313	5,809	5,809	5,809
Task Force Overtime Reimbursement	21,937	25,044	-	-	-
Section 104F Planning Grant MPO	389,216	160,358	301,500	225,280	225,280
Recreation & Parks Donations - Restricted	-	90,703	-	-	-
Subtotal	\$ 3,075,914	\$ 2,985,684	\$ 3,254,585	\$ 3,149,375	\$ 2,646,375
Licenses, Permits & Fees					
Privilege Licenses	488,325	724,810	-	-	-
Inspection Division Permits	708,910	1,084,774	865,514	766,402	787,502
Planning Fees	96,606	102,943	140,248	109,625	110,721
Recreation Dept Activity Fees	1,981,598	2,007,186	1,990,805	1,979,690	1,999,487
Police Fees	821,739	1,243,985	1,207,098	1,199,816	1,223,812
Engineering Fees	11,390	14,973	11,900	14,386	14,508
Fire/Rescue Fees	193,950	229,511	203,305	207,955	208,455
Subtotal	\$ 4,302,518	\$ 5,408,182	\$ 4,418,870	\$ 4,277,874	\$ 4,344,485
Sales & Services					
Rescue Service Transport	3,074,923	3,499,651	3,085,803	3,096,519	3,127,484
Leased Parking & Meters	123,959	171,459	150,500	178,386	178,386
Parking Violations	187,382	188,324	212,100	200,000	216,363
Other Sales & Services	381,467	482,884	380,900	343,328	343,328
Subtotal	\$ 3,767,731	\$ 4,342,318	\$ 3,829,303	\$ 3,818,233	\$ 3,865,561
Other Revenues					
Donations	-	8,121	-	-	-
Sale of Property	5,917	7,139	25,503	1,525,758	26,016
Other Revenue	392,690	18,822	313,443	186,969	188,235
Subtotal	\$ 398,607	\$ 34,082	\$ 338,946	\$ 1,712,727	\$ 214,251

**General Fund
Detailed Revenue Summary**

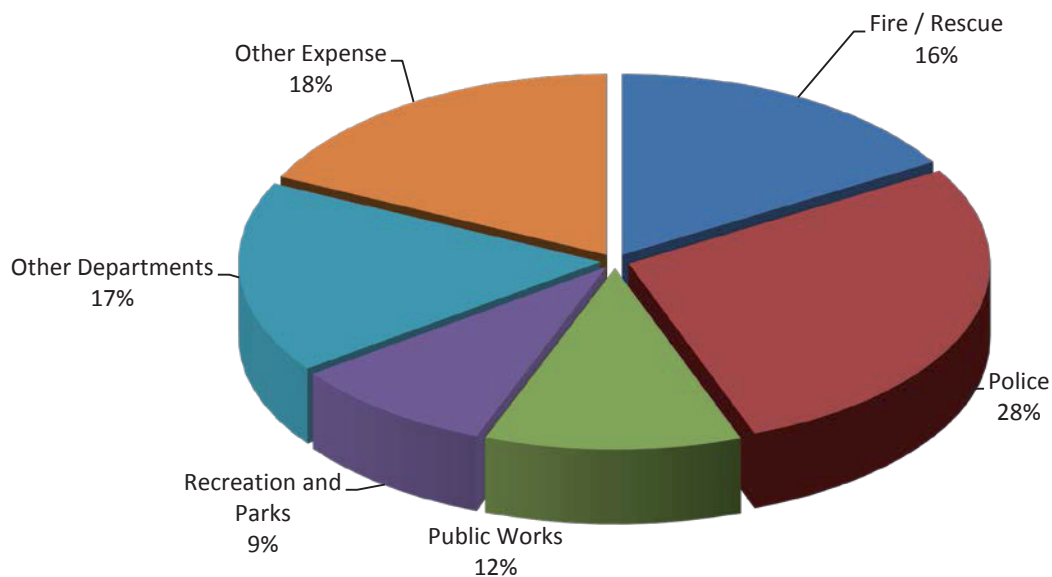
	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
Investment Earnings					
Investment Earnings	\$ 455,380	\$ 363,857	\$ 553,765	\$ 400,000	\$ 400,000
Other Financing Sources					
Transfer in GUC	6,107,729	6,505,044	6,500,000	6,498,420	7,135,013
Capital Reserve	1,779,000	-	50,000	-	-
Transfer from Sanitation	104,920	-	-	-	-
Transfer from General Fund	-	-	-	-	-
Transfer from ERP Project	-	-	12,597	-	-
Other Transfers	36,914	57,871	-	-	-
Appropriated Fund Balance- General Fund	-	-	1,281,944	1,078,808	465,766
Appropriated Fund Balance- Powell Bill	-	-	309,738	717,186	712,578
Subtotal	\$ 8,028,563	\$ 6,562,915	\$ 8,154,279	\$ 8,294,414	\$ 8,313,357
Total Revenues not including Other Financing Sources	66,282,900	70,844,754	69,951,401	74,346,136	73,637,442
Total Revenues including Other Financing Sources	\$ 74,311,463	\$ 77,407,669	\$ 78,105,680	\$ 82,640,550	\$ 81,950,799



General Fund
Expense Summary by Department

	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
Mayor & City Council	\$ 372,245	\$ 363,076	\$ 511,661	\$ 378,265	\$ 465,736
City Manager	1,103,392	1,060,062	1,619,586	\$ 2,181,371	\$ 2,129,554
City Clerk	234,498	261,408	259,086	244,879	254,096
City Attorney	431,871	456,107	468,242	455,059	466,989
Human Resources	2,412,600	2,412,518	2,527,943	2,796,037	2,863,624
Information Technology	2,643,615	2,909,254	3,028,347	2,963,382	3,047,952
Fire/Rescue	12,763,569	12,839,310	13,421,532	13,568,513	13,889,702
Financial Services	2,207,037	2,454,669	2,479,816	2,487,958	2,535,222
Police	22,878,563	22,575,236	23,353,229	23,087,392	23,893,635
Recreation and Parks	7,429,094	7,400,170	7,600,386	7,572,763	7,780,392
Public Works	8,129,886	7,924,225	8,825,596	9,470,961	9,507,907
Community Development	2,234,844	2,466,066	2,657,084	2,661,558	2,644,442
Total by Department	\$ 62,841,214	\$ 63,122,101	\$ 66,752,509	\$ 67,868,138	\$ 69,479,251
Indirect Cost Reimbursement	\$ (1,111,218)	\$ (1,284,768)	\$ (1,268,214)	\$ (1,432,859)	\$ (1,459,519)
Other Post Employment Benefits	350,000	400,000	450,000	500,000	500,000
Contingency	-	-	200,000	150,000	200,000
Total Expenses by Department	\$ 62,079,996	\$ 62,237,333	\$ 66,134,295	\$ 67,085,279	\$ 68,719,732
Transfers to Other Funds	\$ 8,457,031	\$ 11,408,692	\$ 8,936,493	\$ 11,582,013	\$ 10,516,558
Total Capital Improvements	3,590,692	2,596,181	3,034,892	3,973,258	2,714,509
Total General Fund	\$ 74,127,719	\$ 76,242,206	\$ 78,105,680	\$ 82,640,550	\$ 81,950,799

FY17 Original Budget



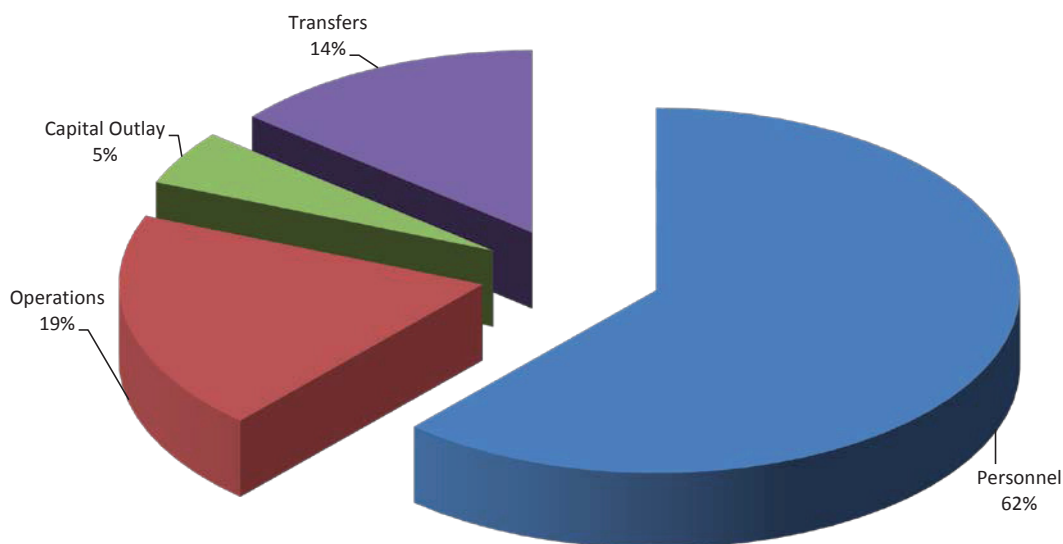
**General Fund
Detailed Expense Summary**

	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
Personnel					
Regular Salaries	\$ 30,433,298	\$ 31,341,269	\$ 33,201,337	\$ 33,699,614	\$ 34,708,684
Overtime	959,969	1,000,421	1,156,280	1,165,338	1,165,338
Off-Duty	336,602	413,046	242,838	237,838	237,838
Allowances	392,560	459,223	477,535	467,940	467,940
FICA	2,439,744	2,419,415	2,256,579	2,355,312	2,425,748
Retirement	2,345,705	2,235,190	2,333,083	2,243,874	2,314,007
Health Insurance	8,659,350	7,940,242	8,679,976	8,946,371	9,331,178
Group Life	92,550	72,915	89,540	116,118	116,117
Workers' Compensation	655,507	663,609	840,825	656,068	561,059
Education/Training Assistance	21,141	28,087	17,100	17,100	17,100
401K Program	811,744	817,076	821,818	811,488	824,851
Other Personnel Expense	-	128,210	164,545	179,895	179,945
Total Personnel	\$ 47,148,170	\$ 47,518,703	\$ 50,281,456	\$ 50,896,956	\$ 52,349,805
Operating					
Travel/Training	\$ 307,451	338,264	374,730	386,034	395,730
Professional Services	21,797	38,469	37,007	32,000	32,000
Equipment Maintenance	196,390	156,123	142,040	190,001	211,006
Vehicle Maintenance	625,146	617,084	612,688	725,416	743,554
Building Maintenance	367,767	302,338	264,635	279,075	279,385
Fleet Labor	518,451	573,656	623,966	921,438	915,268
Supplies & Materials	1,180,372	1,408,227	1,580,060	1,375,623	1,454,564
Street Lighting	1,318,241	1,423,108	1,505,670	1,568,840	1,568,840
Fire/Rescue General Expenses	196,164	192,344	113,100	117,775	125,250
Grants & Donations	187,241	122,892	185,000	226,090	204,600
Computer Software	355,870	540,278	606,946	645,024	624,947
Computer Hardware	136,769	97,635	198,006	293,044	328,592
Contracted Services	2,463,184	2,621,832	2,932,889	3,155,361	3,121,952
Pitt County Tax Collection	443,594	508,676	570,000	600,000	610,000
Radio Maintenance	132,388	135,061	143,870	199,310	204,741
Copier Maintenance	55,310	53,025	61,730	57,807	57,807
Dues & Subscriptions	176,443	238,325	194,788	197,579	202,725
Elections	55,444	-	70,000	-	75,000
Printing	50,924	51,517	61,827	90,578	91,809
Advertising	83,711	78,329	109,950	117,402	121,789
Postage	36,361	23,091	45,935	58,000	63,000
Telephone	307,168	275,709	310,324	326,989	327,979
Utilities	1,034,138	1,024,089	1,286,508	1,115,736	1,097,314
Fuel	949,327	655,964	716,110	667,024	689,700
Laundry & Cleaning	22,034	19,978	22,785	33,502	33,502
General Liability Insurance	871,518	1,025,774	992,800	811,000	811,000
Uniforms	385,457	234,447	335,142	307,231	311,585
Fleet Service Cost Fixed	1,074,204	966,141	967,040	1,044,702	1,044,902
Other Expense	2,140,180	1,881,022	1,405,507	1,390,583	1,361,303
Other Post-Employment Benefits	350,000	400,000	450,000	500,000	500,000
Contingency	-	-	200,000	150,000	200,000
Total Operating	\$ 16,043,044	\$ 16,003,398	\$ 17,121,053	\$ 17,583,164	\$ 17,809,844
Capital Outlay / Capital Improvements	3,590,692	2,596,181	3,034,892	4,011,276	2,734,111
Total General Fund Capital	\$ 3,590,692	\$ 2,596,181	\$ 3,034,892	\$ 4,011,276	\$ 2,734,111

General Fund
 Detailed Expense Summary

	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
Transfers					
Facilities Improvement Fund	\$ -	\$ 1,545,434	\$ 1,579,180	\$ 1,590,000	\$ 1,642,000
Street Improvement Program	-	2,650,000	1,000,000	1,700,000	1,960,000
Debt Service Fund	3,384,782	4,113,477	4,197,502	4,737,002	4,737,002
Sheppard Memorial Library	1,149,486	1,248,774	1,162,192	1,197,058	1,232,969
Housing Division	130,427	211,327	313,835	292,684	307,806
Transit Fund	-	711,443	683,784	565,269	636,781
Capital Reserve Fund	25,000	43,369	-	460,000	-
Imperial Site Project Fund	-	-	-	1,040,000	-
Sanitation Fund	373,598	-	-	-	-
BANA - ERP	2,500,000	-	-	-	-
South Tar River Greenway	12,556	-	-	-	-
South Greenville Project	-	200,000	-	-	-
FEMA - Hurricane Irene	-	180,592	-	-	-
COPS Law Enforcement	-	262,968	-	-	-
Powell Bill	-	-	-	-	-
Health Fund	783,044	-	-	-	-
Other Transfers	98,138	241,308	-	-	-
Total Transfers	8,457,031	11,408,692	8,936,493	11,582,013	10,516,558
Indirect Cost Reimbursement	(1,111,218)	(1,284,768)	(1,268,214)	(1,432,859)	(1,459,519)
Total Expenditures	\$ 74,127,719	\$ 76,242,206	\$ 78,105,680	\$ 82,640,550	\$ 81,950,799

FY 2017 Proposed Budget





Find yourself in good company®

MAYOR & CITY COUNCIL

MISSION STATEMENT

The City of Greenville's mission is to provide all citizens with high-quality services in an open, inclusive, professional manner, ensuring a community of excellence now and in the future.

VISION STATEMENT

The City of Greenville is a vibrant, innovative, and inclusive community with unique and sustainable neighborhoods; an abundance of first-class arts, cultural and recreational opportunities; well-maintained and cost-effective infrastructure; a diversity of transportation options; and a strong business climate supported by entrepreneurialism and top-quality educational institutions.

STRATEGIC PLANNING METHODOLOGY

Tactics

The detailed action steps that will be taken to achieve each of the goals set forth in our plan.

The Vision

Articulates a long-term view of the ideal future for the City; our mission statement describes why the City exists and what it will do to help achieve its vision.

Goals

Our goals for each of the strategic issues are positive and end-state oriented (i.e. is a goal rather than a strategy).

Key Performance Measures

Our measures provide an indication of how well the goals are being met.

The Greenville City Council held its annual planning retreat on January 29-30, 2016, in City Hall. The retreat is used annually to develop a shared vision, create a financial structure to support and sustain that vision, implement the shared vision, periodically update the vision, and celebrate successes.

The City Council reaffirmed the following value statements to guide its actions during the 2016 City Council Planning Session:

- **Integrity**
We will be truthful, dependable, and fair in all actions.
- **Respect**
We will value each person for their thoughts, opinions, and diversity.
- **Professionalism**
We will be professional and efficient in our work.
- **Fairness & Equity**
We will practice fairness and equity in all decisions.
- **Teamwork**
We will work together in a shared responsibility of service.

MAYOR & CITY COUNCIL

- **Accountability**
We will be accountable for our actions and decisions to all we serve.
- **Commitment to Service & Excellence**
We will strive for excellence and be committed to providing high-quality services to our customers/citizens.

During the retreat, the City Manager prepared a reorganization of the strategic plan into eight goals. This organizational structure was based on the input from the citizens in the Horizons Comprehensive Plan Update. Horizons 2026 is Greenville’s long-range process to update the City’s comprehensive plan and is a community-driven process, involving citizens, businesses, neighborhood groups, and others, to prepare a long-term vision for Greenville. Listed below are the eight proposed goal areas.

- Goal 1: BUILDING GREAT PLACES THAT THRIVE**
- Goal 2: ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT**
- Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY**
- Goal 4: GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA**
- Goal 5: CREATING COMPLETE NEIGHBORHOODS**
- Goal 6: GROWING A GREEN AND RESILIENT CITY**
- Goal 7: MAKING A HEALTHY AND VIBRANT CITY**
- Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES**

To see the complete, detailed City Council strategic goals, objectives and action items, please refer to www.greenvillenc.gov.



MAYOR & CITY COUNCIL BUDGET SUMMARY

SUMMARY OF EXPENSES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 134,119	\$ 133,872	\$ 145,853	\$ 142,229	\$ 142,700
OPERATING	<u>238,126</u>	<u>229,204</u>	<u>365,808</u>	<u>236,036</u>	<u>323,036</u>
TOTAL EXPENSES	\$ 372,245	\$ 363,076	\$ 511,661	\$ 378,265	\$ 465,736

POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Mayor	1.00	1.00	1.00	1.00	1.00
Mayor Pro-Tem	1.00	1.00	1.00	1.00	1.00
Council Member	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
TOTAL ELECTED OFFICIALS	7.00	7.00	7.00	7.00	7.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Fees Pd to Elect Off	\$ 68,354	\$ 67,399	\$ 67,000	\$ 67,000	\$ 67,000
Car Allowance-Mayor	1,207	1,207	1,200	1,200	1,200
Car Allowance-Co Mem at Large	1,793	1,207	1,200	1,200	1,200
Car Allowance-Co Mem Dist#1	1,207	1,207	1,200	1,200	1,200
Car Allowance-Co Mem Dist#2	1,207	1,207	1,200	1,200	1,200
Car Allowance-Co Mem Dist#3	1,207	1,207	1,200	1,200	1,200
Car Allowance-Co Mem Dist#4	721	1,207	1,200	1,200	1,200
Car Allowance-Co Mem Dist#5	1,307	1,207	1,200	1,200	1,200
FICA	5,034	5,164	5,125	4,976	4,976
Group Life Insurance	200	190	665	639	639
Health Insurance	51,880	52,668	64,663	61,214	61,685
PERSONNEL	\$ 134,119	\$ 133,872	\$ 145,853	\$ 142,229	\$ 142,700
Contracted Services	\$ 15,057	\$ 2,069	\$ 85,000	\$ 75,000	\$ 80,000
Telephone Wireless	1,889	1,911	3,108	2,736	2,736
Printing	559	339	1,000	900	900
General Ins Liab Prem	54,631	39,053	45,000	35,000	35,000
Supp & Mat-General Office	1,137	338	31,000	900	900
Supp & Mat-Computer Hardware	1,401	-	4,500	-	-
Dues & Subscriptions	88,935	162,361	95,200	95,000	100,000
Travel/Training	52	-	-	-	-
Travel/Training-Mayor	1,728	6,824	3,000	2,500	2,500
Travel/Training-Co Mem at Large	582	367	3,000	2,500	2,500
Travel/Training-Co Mem Dist#1	2,921	2,959	3,000	2,500	2,500
Travel/Training-Co Mem Dist#2	8,163	7,086	3,000	2,500	2,500
Travel/Training-Co Mem Dist#3	307	357	3,000	2,500	2,500
Travel/Training-Co Mem Dist#4	-	237	3,000	2,500	2,500
Travel/Training-Co Mem Dist#5	-	40	3,000	2,500	2,500
Elections	55,444	-	70,000	-	75,000
Meetings & Events	5,276	5,263	10,000	9,000	11,000
Special Services	45	-	-	-	-
OPERATING	\$ 238,126	\$ 229,204	\$ 365,808	\$ 236,036	\$ 323,036
MAYOR & CITY COUNCIL TOTAL	\$ 372,245	\$ 363,076	\$ 511,661	\$ 378,265	\$ 465,736

CITY MANAGER

MISSION STATEMENT

The mission of the City Manager’s Office is to effectively coordinate and lead City departments in the administration of City affairs in an open, ethical, and fiscally responsible manner according to the City Code, Charter, ordinances, and City Council policies; to provide effective leadership by communicating to employees; and to leverage City resources by promoting and maintaining strong partnerships with public and appropriate private entities.

DIVISIONS

ADMINISTRATION

COMMUNICATIONS/PUBLIC INFORMATION

ECONOMIC DEVELOPMENT

BUDGET AND EVALUATION

STRATEGIC PLANNING GOALS ASSIGNMENT

- Goal 1: **BUILDING GREAT PLACES THAT THRIVE**
- Goal 2: **ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT**
- Goal 3: **GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY**
- Goal 4: **GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA**
- Goal 5: **CREATING COMPLETE NEIGHBORHOODS**
- Goal 6: **GROWING A GREEN AND RESILIENT CITY**
- Goal 7: **MAKING A HEALTHY AND VIBRANT CITY**
- Goal 8: **SAFE COMMUNITY: PUBLIC SAFETY SERVICES**

DEPARTMENT GOALS AND OBJECTIVES

Goal 1: BUILDING GREAT PLACES THAT THRIVE

- **Priority:** Fund Town Common
Action Step: Include money in the 2016-17 & 2017-18 budgets to fund all of Town Common Renovation.
- **Priority:** Regional Sports Complex
Action Step: Work with Convention & Visitors Bureau to have a feasibility study completed by an outside marketing firm.
- **Priority:** Create a Gallery District
Action Step: Support Economic Development in efforts to work with the Arts Coalition on defining and implementing an “Arts District” in the Dickinson Area.

CITY MANAGER

Goal 2: ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT

- **Priority:** Red Light Cameras
Action Step: Present local ordinance to City Council and complete an interlocal agreement with the Pitt County Board of Education
- **Priority:** Pedestrian Safety Improvements
Action Step: Begin improvements on 15 intersections within the City of Greenville

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY; ADMINISTRATIVE, FINANCIAL SERVICES, INFORMATION TECHNOLOGY, AND HUMAN RESOURCES

- **Priority:** Long Term Debt Strategy
Action Step: Complete and present proposed Debt Management Policy to City Council for consideration

Goal 4: GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA

- **Priority:** Virtual Building
Action Step: Contract with The East Group to develop a virtual building and begin development
- **Priority:** Public-Private Partnerships
Action Step: Continue proactive recruitment in creating relationships with public as well as private partners for redevelopment initiatives.
- **Priority:** Analytics with the Economic Development Plan
Action Step: Hire firm to provide retail data with focus on economic indicators for Greenville as well as zip code origin of dollars spent in the city with specific emphasis for areas north of the river and in Uptown Greenville.

Goal 5: CREATING COMPLETE NEIGHBORHOODS

- **Priority:** Lighting - LED
Action Step: Work with GUC to have lighting upgraded to LED in five CRIA areas
- **Priority:** Pedestrian Safety Enhancements
Action Step: Continue installing traffic lights and sound strips where needed

CITY MANAGER

Goal 6: GROWING A GREEN AND RESILIENT CITY

- **Priority:** River Access Points to Tar River/Vantage Points
Action Step: Complete river access points.
- **Priority:** Tar River Master Plan
Action Step: Support the establishment of a Tar River Alliance for fundraising through the Greater Greenville Community Foundation.

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

- **Priority:** Arts Coalition
Action Step: Work with the Arts Council to write an uptown arts master plan.
- **Priority:** Farmer's/Organic Market
Action Step: Provide program in conjunction with Sunday at the Park.
- **Priority:** Tar River Legacy Plan Additions
Action Step: Have assessment completed for feasibility of an "adventure park".

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

- **Priority:** South Side Police Precinct
Action Step: Support the opening of the new South Side precinct



CITY MANAGER BUDGET SUMMARY

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 755,878	\$ 758,339	\$ 1,161,532	\$ 1,523,813	\$ 1,568,234
OPERATING	347,514	301,723	458,054	657,558	561,320
TOTAL EXPENSES	\$ 1,103,392	\$ 1,060,062	\$ 1,619,586	\$ 2,181,371	\$ 2,129,554

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Assistant City Manager	1.00	2.00	2.00	2.00	2.00
City Manager	1.00	1.00	1.00	1.00	1.00
Executive Asst to City Manager	1.00	1.00	1.00	1.00	1.00
Senior Administrative Asst	1.00	1.00	1.00	1.00	1.00
Communications Manager/PIO	1.00	1.00	1.00	1.00	1.00
Communications Technician	2.00	2.00	2.00	2.00	2.00
Staff Support Specialist I	1.00	1.00	1.00	1.00	1.00
Economic Development Manager*	-	-	-	1.00	1.00
GIS Technician II*	-	-	-	1.00	1.00
Planner II*	-	-	-	2.00	2.00
Staff Support Specialist III*	-	-	-	1.00	1.00
Financial Analyst**	-	-	-	1.00	1.00
Internal Auditor**	-	-	-	1.00	1.00
CITY MANAGER FTE TOTAL	8.00	9.00	11.00	16.00	16.00

*Economic Development positions (5) moved from Community Development - 2017

**Budget & Evaluation positions (2) moved from Finance - 2016

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 567,932	\$ 568,340	\$ 882,145	\$ 1,137,968	\$ 1,170,931
Part-Time-Salaries	3,857	7,340	7,800	10,400	10,400
Overtime-Salaries	2,281	2,878	2,700	2,700	2,700
Car Allowance	5,432	5,432	5,400	5,400	5,400
Retirement	40,314	37,805	56,130	76,937	79,166
401K General	6,141	5,760	7,020	11,871	11,870
ICMA	16,047	16,289	16,442	17,062	17,574
FICA	40,066	40,065	55,145	80,038	81,713
Group Life Insurance	1,214	1,022	2,176	2,481	2,481
Health Insurance	72,410	73,008	121,629	166,726	173,774
Workers Comp Premium	183	400	945	864	864
Workers Comp Loss	-	-	4,000	10,977	10,972
GAFC Employer in-kind	-	-	-	389	389
PERSONNEL	\$ 755,878	\$ 758,339	\$ 1,161,532	\$ 1,523,813	\$ 1,568,234
Maint & Rep/Vehicle	\$ 1,139	\$ 255	\$ 1,179	\$ 307	\$ 315
Maint & Rep/Fleet Labor	315	221	512	270	270
Maint & Rep/Pay Station	-	-	-	4,300	4,300
Pay Station	-	-	-	13,400	13,400
Contracted Services	174,803	121,183	199,965	132,000	92,000
Cont Svcs/Economic Dev Funds	-	-	-	282,000	222,000
Cont Svcs/Copier Maint-City Wi	7,846	7,035	8,904	8,305	8,305
Telephone Wireless	2,668	1,640	4,408	3,660	3,660
Advertising	-	30,086	51,000	51,750	51,750
GTV9 / Contract Oper (Mtg)	42,270	800	-	-	-
Printing	7,405	7,265	6,500	25,500	25,500
GTV9 / Maint of Equipment	80	362	2,000	2,000	2,000
GTV9 / Supplemental PEG	36,645	35,397	40,008	40,008	40,008
GTV9 / Supplies	1,156	792	-	100	100
GTV9/ Dues & Subscriptions	168	154	170	175	175
General Ins Liab Prem	5,320	6,000	6,800	6,000	6,000
Supp & Mat-General Office	7,896	3,958	10,000	11,000	11,000
Supp & Mat-Computer Hardware	50	7,554	6,088	850	4,400
Supp & Mat-Computer Software	8,371	7,228	7,790	15,883	15,883
Fuel	221	153	176	172	176
Rent/Pool Car Rentals	236	319	-	384	394
Fleet Service Cost-Fixed	2,252	2,359	2,360	2,359	2,359
Dues & Subscriptions	9,467	9,434	19,423	17,030	17,220
Travel/Training	11,314	13,370	35,770	33,605	33,605
Branding Implementation	26,725	45,982	53,500	5,000	5,000
Citizens Academy	1,166	175	1,501	1,500	1,500
OPERATING	\$ 347,514	\$ 301,723	\$ 458,054	\$ 657,558	\$ 561,320
CITY MANAGER TOTAL	\$ 1,103,392	\$ 1,060,062	\$ 1,619,586	\$ 2,181,371	\$ 2,129,554

CITY CLERK**MISSION STATEMENT**

The City Clerk's Office is committed to maintaining and providing timely and accurate information to elected officials, staff, and citizens, and providing administrative support to the elected officials.

STRATEGIC PLANNING GOALS ASSIGNMENT**Goal 1: BUILDING GREAT PLACES THAT THRIVE****Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY****DEPARTMENT GOALS AND OBJECTIVES****Goal 1: BUILDING GREAT PLACES THAT THRIVE**

- **Priority:** Enhance understanding and increase broader citizen participation in City Government

Action Steps: Continuing increasing recruitment and promotion of the talent bank.

Receive and process applications for the 21 City boards and commissions within five working days of receipt.

Provide information to City Council on upcoming board and commission appointments within one month prior to appointments being made by City Council.

- **Priority:** Enhance diversity and promote inclusiveness

Action Step: Continue efforts to ensure that City boards and commissions reflect the community that we serve.

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Keep City regulations up-to-date

Action Step: Continue to maintain City regulations in an up to date and concise way.

- **Priority:** Record all official proceedings of the Greenville City Council

Action Steps: Produce minutes in a timely manner that are error-free and that are approved by City Council without amendment within forty-five working days of the City Council meeting.

Make actions of City Council available to staff and public within one working day of the City Council meeting 95% of the time.

CITY CLERK

- **Priority:** Process and maintain official documents of the City of Greenville

Action Step: Process all contracts, agreements, ordinances and resolutions for the City of Greenville within five days of being fully executed and received in the City Clerk's Office.
- **Priority:** Respond to citizen requests for information in a timely and efficient manner

Action Steps: Respond to routine requests for information within one working day of receipt of the request.

Respond to requests for information requiring extensive research within one week of receipt of the request.

CITY CLERK BUDGET SUMMARY

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 206,149	\$ 212,207	\$ 214,408	\$ 208,767	\$ 215,169
OPERATING	28,349	49,201	44,678	36,112	38,927
TOTAL EXPENSES	\$ 234,498	\$ 261,408	\$ 259,086	\$ 244,879	\$ 254,096

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
CITY CLERK FTE TOTAL	3.00	3.00	3.00	3.00	3.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 159,950	\$ 162,388	\$ 165,139	\$ 161,801	\$ 166,646
Retirement	11,308	11,454	11,839	10,939	11,267
401K General	2,346	2,346	2,340	2,226	2,226
FICA	11,950	11,952	12,259	12,160	12,524
Group Life Insurance	406	379	763	359	359
Health Insurance	20,078	23,488	21,368	20,735	21,600
Workers Comp Premium	110	200	200	48	48
Workers Comp Loss	-	-	500	499	499
PERSONNEL	\$ 206,149	\$ 212,207	\$ 214,408	\$ 208,767	\$ 215,169
Contracted Services	\$ 16,419	\$ 7,318	\$ -	\$ 2,797	\$ 3,412
Cont Svcs/Copier Maint-City Wi	1,287	1,095	1,200	900	900
Telephone Wireless	-	836	984	912	912
Printing	539	1,381	2,500	1,500	1,500
General Ins Liab Prem	3,220	3,500	3,500	1,500	1,500
Supp & Mat-General Office	2,245	2,434	2,700	2,000	2,000
Supp & Mat-Computer Hardware	1,099	909	4,144	-	2,200
Supp & Mat-Computer Software	-	25,440	14,250	13,830	13,830
Rent/Pool Car Rentals	-	-	700	-	-
Dues & Subscriptions	515	427	700	700	700
Travel/Training	450	3,267	8,500	7,500	7,500
Recording Fees	2,576	2,593	5,500	4,473	4,473
OPERATING	\$ 28,349	\$ 49,201	\$ 44,678	\$ 36,112	\$ 38,927
CITY CLERK TOTAL	\$ 234,498	\$ 261,408	\$ 259,086	\$ 244,879	\$ 254,096

CITY ATTORNEY

MISSION STATEMENT

The City Attorney is committed to providing the City and its public officials and employees with legal services of the highest quality so that the City's business is conducted efficiently, effectively, and economically.

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

DEPARTMENT GOALS AND OBJECTIVES

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- Priority:** Advise City Council and its boards and commissions in order to ensure that decisions are made in accordance with required procedures and with knowledge of applicable legal considerations.

Action Step: Provide advance advice prior to a meeting to the members of City Council or the board and commission, when possible, and immediate advice at the meeting, when required.
- Priority:** Support the activities of City departments in order to facilitate the delivery of services to the citizens.

Action Step: Respond to legal inquiries by employees, prepare necessary legal documents, and represent the City's interest in legal proceedings.



CITY ATTORNEY BUDGET SUMMARY

SUMMARY OF EXPENSES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 401,349	\$ 409,201	\$ 412,531	\$ 404,807	\$ 416,737
OPERATING	<u>30,522</u>	<u>46,906</u>	<u>55,711</u>	<u>50,252</u>	<u>50,252</u>
TOTAL EXPENSES	\$ 431,871	\$ 456,107	\$ 468,242	\$ 455,059	\$ 466,989

POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
Senior Administrative Asst	1.00	1.00	1.00	1.00	1.00
City Attorney	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
CITY ATTORNEY FTE TOTAL	3.00	3.00	3.00	3.00	3.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 320,696	\$ 325,994	\$ 327,205	\$ 322,775	\$ 332,368
Car Allowance	2,407	2,407	2,400	2,400	2,400
Retirement	22,673	22,995	23,437	21,823	22,472
401K General	2,376	2,376	2,340	2,226	2,226
FICA	21,691	22,222	21,883	21,836	22,135
Group Life Insurance	644	599	1,006	711	711
Health Insurance	30,744	32,406	34,060	32,988	34,377
Workers Comp Premium	116	200	200	48	48
PERSONNEL	\$ 401,349	\$ 409,201	\$ 412,531	\$ 404,807	\$ 416,737
Professional Services	\$ 6,081	\$ 22,870	\$ 20,007	\$ 15,000	\$ 15,000
Cont Svcs/Copier Maint-City Wi	1,737	1,095	1,200	900	900
Telephone Wireless	1,077	1,725	1,788	2,004	2,004
Printing	447	990	400	400	400
General Ins Liab Prem	2,129	2,000	2,000	1,500	1,500
Supp & Mat-General Office	843	819	1,600	1,600	1,600
Supp & Mat-Computer Hardware	-	-	5,048	-	-
Rent/Pool Car Rentals	-	-	113	-	-
Dues & Subscriptions	13,751	12,552	15,055	20,848	20,848
Travel/Training	4,456	4,856	8,500	8,000	8,000
OPERATING	\$ 30,522	\$ 46,906	\$ 55,711	\$ 50,252	\$ 50,252
CITY ATTORNEY TOTAL	\$ 431,871	\$ 456,107	\$ 468,242	\$ 455,059	\$ 466,989

HUMAN RESOURCES

MISSION STATEMENT

As a team of human resource professionals, we continuously strive to be more progressive, innovative, and customer service driven to effectively support the departments and customers we serve.

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

DEPARTMENT GOALS AND OBJECTIVES

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- Priority:** Provide responsive and comprehensive programs and services which maintain an effective, efficient, diverse, and motivated workforce committed to serving the citizens of Greenville

Action Steps:

 - Continue efforts to make City government reflect the community we serve by expanding external outreach efforts and enhancing internal advancement and employee development opportunities.
 - Continue providing a competitive compensation system which enables the City to hire and retain qualified employees.
 - Continue efforts to retain comprehensive health insurance coverage at affordable rates, incorporating on-site medical services and expanding wellness initiatives.
 - Continue efforts to reinforce safe work practices and reduce on-the-job injuries through mandatory and preventative training, facility inspections, and on-site observations of work practices.
- Priority:** Sustain organizational excellence

Action Steps:

 - Continue efforts to refine the performance management system to increase individual and organizational effectiveness.
 - Implement pay for performance in order to attract, engage, and retain high performers.
 - Continue to build City’s leadership capacity by providing training to supervisors and managers to assist them in developing and enhancing supervisory skills.
 - Drive employee development through relevant training, internal mentoring, and by providing opportunities for professional growth.

HUMAN RESOURCES

- Priority:** Maximize technology to streamline HR transactional processes

Action Steps: Implement MUNIS HR/payroll software to manage HR and payroll data and processes, centralize data, and reduce data redundancies.

Continue efforts to utilize NeoGov applicant tracking software to its fullest potential to automate and streamline the hiring and selection process.
- Priority:** Enhance strategic partnerships with City departments

Action Step: Continue to partner with departments on key strategic initiatives such as workforce planning, talent management, and employee development.

HUMAN RESOURCES BUDGET SUMMARY

SUMMARY OF EXPENSES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 1,946,483	\$ 1,990,476	\$ 1,973,098	\$ 2,372,828	\$ 2,432,764
OPERATING	466,117	422,042	554,845	423,209	430,860
TOTAL EXPENSES	\$ 2,412,600	\$ 2,412,518	\$ 2,527,943	\$ 2,796,037	\$ 2,863,624

POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Benefits Manager	1.00	-	-	-	-
Human Resources Specialist I	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist II	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	-	2.00	2.00	2.00	2.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Safety Specialist	1.00	1.00	1.00	1.00	1.00
Safety/Risk Manager	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist I	1.00	-	-	-	-
Staff Support Specialist III	-	1.00	1.00	1.00	1.00
Training Officer	1.00	-	-	-	-
HUMAN RESOURCES FTE TOTAL	9.00	9.00	9.00	9.00	9.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 524,707	\$ 610,086	\$ 594,901	\$ 642,597	\$ 658,245
Overtime-Salaries	364	-	-	-	-
Retirement	37,122	43,034	43,667	41,087	42,146
401K General	6,384	7,069	7,020	6,677	6,677
FICA	38,943	45,253	45,264	45,201	46,357
Group Life Insurance	1,533	1,417	1,827	1,349	1,349
Group Life Retirees	505	431	600	600	600
Health Insurance	75,171	89,672	88,612	90,676	94,500
Retiree Supplement BC/BS	227,909	286,942	279,515	279,515	279,515
Health Insurance Retirees	664,772	664,772	734,692	1,092,902	1,131,154
Workers Comp Premium	-	-	2,000	4,795	4,793
Workers Comp Loss	214,380	82,483	115,000	2,495	2,494
Employee Med Svcs	-	72,468	-	104,545	104,545
Unemployment	23,034	34,436	60,000	60,000	60,000
GAFC Employer in-kind	-	-	-	389	389
Unemployment - City	123,918	49,886	-	-	-
Unemployment - Library	4,666	1,741	-	-	-
Unemployment - Airport	3,076	787	-	-	-
PERSONNEL	\$ 1,946,483	\$ 1,990,476	\$ 1,973,098	\$ 2,372,828	\$ 2,432,764
Maint & Rep/Equipment	\$ 91,986	\$ 105	\$ 104,945	\$ -	\$ -
Maint & Rep/Vehicle	108	63	230	75	77
Maint & Rep/Fleet Labor	255	275	769	330	330
Maint & Rep/Commercial Labor	-	-	-	63	70
Maint & Rep/comm labor-Uninsur	-	52	-	62	64
Professional Services	14,277	14,071	15,000	15,000	15,000
Professional Services-Library	238	276	-	-	-
Professional Services-CVA	76	83	-	-	-
Contracted Services	117,291	137,727	103,000	114,000	117,000
Cont Svcs/Copier Maint-City Wi	2,292	2,292	4,032	2,292	2,292
Cont Svcs/COBRA	4,578	2,869	4,000	4,200	4,500
Telephone Wireless	260	391	888	432	432
Postage	36,361	23,091	45,935	58,000	63,000
Advertising	-	26,906	42,000	34,500	36,500
GTV9 / Contract Oper (Mtg)	28,646	-	-	-	-
Printing	1,073	1,654	1,500	1,500	1,500
General Ins Liab Prem	13,516	4,135	35,000	20,000	20,000
Gen Ins Liab Loss	7,506	65,876	5,000	4,000	4,000
Supp & Mat-General Office	7,011	9,278	8,500	9,350	9,350
Supp & Mat-Computer Hardware	-	4,744	2,542	-	2,850
Supp & Mat-Computer Software	12,439	26,430	26,904	27,164	20,517
Fuel	-	-	145	130	132
Rent/Pool Car Rentals	866	1,175	1,025	1,411	1,446
Fleet Service Cost-Fixed	2,140	3,372	3,380	3,372	3,372
Dues & Subscriptions	1,032	3,418	4,000	4,020	4,020
Travel/Training	26,874	26,208	61,050	11,000	11,000
Operating/Training	-	10,364	11,000	38,000	38,000
Risk Management Safety	1,337	2,026	2,000	3,000	3,000
Special Programs	95,368	46,757	70,500	69,808	70,908
United Way	587	8,406	1,500	1,500	1,500
OPERATING	\$ 466,117	\$ 422,042	\$ 554,845	\$ 423,209	\$ 430,860
HUMAN RESOURCES TOTAL	\$ 2,412,600	\$ 2,412,518	\$ 2,527,943	\$ 2,796,037	\$ 2,863,624

INFORMATION TECHNOLOGY

MISSION STATEMENT

To work with City departments to provide technological capabilities that enhance their day-to-day responsibilities as well as providing, supporting, and maintaining a highly reliable infrastructure and technological environment. While internally focused on departments' needs, the Information Technology Department strives to make available to the citizens tools by which they can conduct business with the City and gather pertinent information using the internet.

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

DEPARTMENT GOALS AND OBJECTIVES

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Implement and support the MUNIS Human Resources system.
Action Steps:
 - Provide an IT staff person as the project manager of the MUNIS Human Resources project.
 - Provide the hardware and install the MUNIS Human Resources software.
 - Provide support staff through the implementation of the MUNIS Human Resources system and utilize their expertise to continue support after implementation.
 - Continue to support and help enhance the Human Resources Department and the departmental users' experience in utilizing the new system to its fullest.

- **Priority:** Implement and support the EnerGov Inspections and Permitting system.
Action Steps:
 - Provide an IT staff person as the project manager of the EnerGov Inspections and Permitting project.
 - Provide the hardware and install the EnerGov Inspections and Permitting software.
 - Provide support staff through the implementation of the EnerGov Inspections and Permitting system and utilize their expertise to continue support after implementation.

INFORMATION TECHNOLOGY

Continue to support and help enhance the Inspections and Permitting process, internal users experience in utilizing the new system to its fullest.

Ensure the citizen facing part of the system is meeting the needs of the citizen.

- **Priority:** Support the new MUNIS Financial system.

Action Steps: Continue to support and help enhance the Financial Services department and the departmental users' experience in utilizing the new system to its fullest.

Work with Financial Services in reviewing gap items that were identified in the needs assessment process to see where the MUNIS system can be leveraged to meet these needs, thus preventing the purchase or development of gap item solutions.

The Travel Request and Approval system is outdated. Staff will work with Financial Services to determine how MUNIS can be used to replace the old travel system.
- **Priority:** Maintain existing technology infrastructure.

Action Steps: Replace outdated networking hardware as funding allows.

Replace outdated laptops, desktops, and workstations as funding allows.

Analyze the usage and need for mobile data terminals in public safety vehicles to provide a less expensive alternative replacement device as funding allows.
- **Priority:** Enhance existing technology processes in departments and identify other processes that can be enhanced by IT staff.

Action Steps: Analyze the technology tools (software and hardware) that departments use to ensure they are functional, meeting the users' needs, and provide insight into better solutions/processes that will enhance the delivery of their daily responsibilities.

Automate paper forms/workflow/processes.

Utilize the OpenGov software for data analysis generating daily/weekly/monthly reporting in the form of online dashboards, reports, and maps.

INFORMATION TECHNOLOGY BUDGET SUMMARY

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 1,838,708	\$ 1,865,544	\$ 2,086,550	\$ 2,036,107	\$ 2,092,655
OPERATING	804,907	1,043,710	941,797	927,275	955,297
TOTAL EXPENSES	\$ 2,643,615	\$ 2,909,254	\$ 3,028,347	\$ 2,963,382	\$ 3,047,952

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Applications Manager	1.00	1.00	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00	1.00	1.00
Director of Info Technology	1.00	1.00	1.00	1.00	1.00
Help Desk Technician/DPT	1.50	-	-	-	-
IT Infrastructure Manager	1.00	1.00	1.00	1.00	1.00
IT Support Specialist II	2.00	2.00	2.00	2.00	2.00
Network Analyst II	1.00	1.00	1.00	1.00	1.00
Network Analyst III	1.00	1.00	1.00	1.00	1.00
Senior Administrative Asst	1.00	1.00	1.00	1.00	1.00
Server/Security Analyst	1.00	1.00	1.00	1.00	1.00
Support Services Manager	1.00	1.00	1.00	1.00	1.00
Systems Analyst I	1.00	1.00	1.00	1.00	1.00
Systems Analyst II	1.00	1.00	1.00	1.00	1.00
Systems Analyst III	1.00	1.00	1.00	1.00	1.00
Systems Analyst IV	4.00	4.00	4.00	4.00	4.00
Telecommunications Analyst	1.00	1.00	1.00	1.00	1.00
INFORMATION TECHNOLOGY FTE TOTAL	20.50	19.00	19.00	19.00	19.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 1,391,983	\$ 1,403,462	\$ 1,570,460	\$ 1,512,213	\$ 1,552,276
Part-Time-Salaries	16,936	15,077	24,960	24,960	24,960
Overtime-Salaries	-	-	200	200	200
Retirement	98,413	98,117	108,262	102,240	104,947
401K General	14,049	13,731	14,820	14,097	14,097
FICA	101,506	101,365	109,084	108,834	111,478
Education Training Asst Prog	-	-	2,500	2,500	2,500
Group Life Insurance	3,430	3,238	3,998	3,333	3,333
Health Insurance	209,463	227,553	247,766	263,419	274,554
Workers Comp Premium	2,928	3,000	3,000	480	480
Workers Comp Loss	-	-	1,500	1,497	1,496
GAFC Employer in-kind	-	-	-	2,334	2,334
PERSONNEL	\$ 1,838,708	\$ 1,865,544	\$ 2,086,550	\$ 2,036,107	\$ 2,092,655
Maint & Rep/Equipment	\$ 15,619	\$ 15,278	\$ 15,400	\$ 13,750	\$ 13,772
Maint & Rep/Vehicle	928	29	974	36	37
Maint & Rep/Fleet Labor	510	68	564	83	83
Contracted Services	660,175	839,503	728,718	698,229	710,817
Salaries Temp Agencies	-	13	-	-	-
Cont Svcs/Copier Maint-City Wi	2,292	2,292	2,340	2,340	2,340
Cont Svcs/Camera Maintenance	-	11,617	50,000	50,000	50,000
Telephone	42,118	50,812	57,750	61,206	61,206
Telephone Equipment	11,811	9,015	7,750	7,750	7,750
Telephone Wireless	5,200	4,413	7,800	7,395	7,395
Long Distance	17,349	15,233	18,200	17,100	18,990
General Ins Liab Prem	10,975	7,334	15,000	35,000	35,000
Gen Ins Liab Loss	-	-	1,000	1,000	1,000
Supp & Mat-General Office	9,671	4,643	9,600	8,605	9,600
Supp & Mat-Computer Hardware	9,682	28,166	-	5,500	13,780
Supp & Mat-Computer Software	6,351	17,700	-	-	-
Fuel	847	548	733	540	550
Rent/Pool Car Rentals	3,247	1,123	4,613	1,411	1,447
Fleet Service Cost-Fixed	2,670	3,430	3,430	3,430	3,430
Dues & Subscriptions	1,102	359	725	600	600
Travel/Training	4,361	32,134	17,200	13,300	17,500
OPERATING	\$ 804,907	\$ 1,043,710	\$ 941,797	\$ 927,275	\$ 955,297
INFORMATION TECHNOLOGY TOTAL	\$ 2,643,615	\$ 2,909,254	\$ 3,028,347	\$ 2,963,382	\$ 3,047,952

FIRE / RESCUE**MISSION STATEMENT**

Greenville Fire/Rescue is dedicated to protecting our community from fires and other natural and man-made disasters through public education, mitigation and prevention efforts, and timely response to fires, rescue incidents, hazardous materials release, and medical emergencies.

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

DEPARTMENT GOALS AND OBJECTIVES**Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY**

- **Priority:** Collaboration with partners.
Action Steps: Continue development of positive relationships with community partners and actively pursue opportunities for collaborations that will benefit the community

Strengthen automatic aid agreements with other jurisdictions.

Provide support staff through the implementation of the MUNIS Human Resources system and utilize their expertise to continue support after implementation.
- **Priority:** Fire/Rescue Department operations and data analysis.
Action Steps: Develop and implement a Fire/EMS deployment plan for Station 7 (Southeast).

Continue implementation of ICMA recommendations.

Continue with the expansion of the enhanced EMS deployment plan to ensure the department is responsive to the current needs of the community.

Pursue accreditation through the Center for Public Safety Excellence.
- **Priority:** Utilize new and existing data to improve operational efficiencies and effectiveness.
Action Step: Implement Fireview software as well as provide training and report development

FIRE / RESCUE

- **Priority:** Diversity
- Action Step:** Ensure that diversity and inclusion are integral to the way the department functions, both internally and externally.

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

- **Priority:** Provide a high level of quality in the delivery of emergency and non-emergency services to the community.
- Action Step:** Implement a formal EMS quality assurance process.
- **Priority:** Maintain quality equipment, apparatus, facilities and technology.
- Action Step:** Perform monthly inspections.
- **Priority:** Provide employee development.
- Action Steps:**
 - Recruit and retain a diverse and effective workforce.
 - Complete mandatory training hours for Fire and EMS.
 - Develop and implement an Acting Officer training program.
 - Develop and implement a comprehensive annual training plan.
- **Priority:** Provide health and safety.
- Action Steps:**
 - Provide for the health and safety of all department employees.
 - Develop and implement a comprehensive Risk Management Plan.
- **Priority:** Provide fire inspections.
- Action Steps:**
 - Maintain a proactive business inspection program to enhance public safety and prevent fires in commercial buildings – complete 100% of high hazard and ETJ inspections.
 - Improve current fire inspection process and increase efficiencies through the use of Geographic Information Systems.
- **Priority:** Provide community outreach and educational programs.
- Action Steps:**
 - Enhance public safety through an analysis and development of improved fire and life safety educational programs.
 - Provide CPR and AED training for the public and staff to improve opportunities for survival of patients in cardiac arrest.

FIRE / RESCUE

Provide fire prevention training for the public and staff to reduce the injuries and loss of life associated with fires.

Increase community outreach and agency partnerships to strengthen department services.

Utilize fire inspection data to identify local trends for the development of a focused risk reduction program.

**FIRE / RESCUE (F/R)
BUDGET SUMMARY**

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 11,358,888	\$ 11,456,311	\$ 12,028,055	\$ 12,157,597	\$ 12,448,571
OPERATING	1,375,575	1,348,933	1,357,977	1,410,916	1,432,131
CAPITAL OUTLAY	29,106	34,066	35,500	-	9,000
TOTAL EXPENSES	\$ 12,763,569	\$ 12,839,310	\$ 13,421,532	\$ 13,568,513	\$ 13,889,702

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Battalion Chief	5.00	4.00	4.00	4.00	4.00
Data Analyst	-	1.00	1.00	1.00	1.00
Deputy Fire Marshal	2.00	1.00	-	-	-
Deputy F/R Chief	1.00	1.00	1.00	1.00	1.00
EMS Manager	1.00	1.00	1.00	1.00	1.00
EMS Specialist	48.00	48.00	45.00	45.00	45.00
F/R Administrative Asst	1.00	1.00	1.00	1.00	1.00
F/R Captain	10.00	10.00	10.00	10.00	10.00
F/R Chief	1.00	1.00	1.00	1.00	1.00
F/R Grounds Maintenance Worker	1.00	-	-	-	-
F/R Lieutenant	16.00	16.00	19.00	19.00	19.00
F/R Officer I	46.00	44.00	46.00	46.00	46.00
F/R Officer II	24.00	24.00	24.00	24.00	24.00
Fire Inspector	-	1.00	1.00	1.00	1.00
Fire Marshal	1.00	-	-	-	-
Fire Marshal/Battalion Chief	-	1.00	1.00	1.00	1.00
Lieutenant/Deputy Fire Marshal	-	1.00	1.00	1.00	1.00
Life Safety Educator	-	1.00	1.00	1.00	1.00
New Positions	-	-	-	3.00	3.00
Staff Support Specialist II	1.00	1.00	-	-	-
FIRE / RESCUE FTE TOTAL	159.00	158.00	158.00	161.00	161.00

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014		2015		2016		2017		2018	
	ACTUAL		ACTUAL		ORIGINAL		ORIGINAL		PLAN	
Regular-Salaries	\$ 7,666,861		\$ 7,728,867		\$ 7,936,394		\$ 8,139,830		\$ 8,374,964	
Part-Time-Salaries	10,034		32,878		-		-		-	
Overtime-Salaries	525,545		346,830		540,000		540,000		540,000	
Retirement	578,087		567,683		583,873		551,097		567,019	
401K General	121,619		120,906		124,800		117,231		117,225	
FICA	598,353		590,309		592,889		592,244		608,852	
Education Training Asst Prog	4,935		4,081		9,000		9,000		9,000	
Group Life Insurance	19,272		18,079		22,922		13,717		13,717	
Health Insurance	1,778,560		1,869,976		2,030,177		1,982,846		2,066,085	
Workers Comp Premium	41,889		57,000		28,000		38,359		38,344	
Workers Comp Loss	13,733		119,703		160,000		159,658		99,750	
GAFC Employer in-kind	-		-		-		13,615		13,615	
PERSONNEL	\$ 11,358,888		\$ 11,456,311		\$ 12,028,055		\$ 12,157,597		\$ 12,448,571	
Maint & Rep/Equipment	\$ 19,547		\$ 90,092		\$ 77,240		\$ 106,150		\$ 113,150	
Maint & Rep/Vehicle	156,302		127,299		133,800		159,205		163,186	
Maint & Rep/Buildings	29,409		35,180		17,400		21,600		17,600	
Maint & Rep/Fleet Labor	80,515		77,860		97,375		93,433		93,433	
Maint & Rep/Commercial Labor	60,213		67,898		37,925		94,763		97,133	
Contracted Services	44,182		59,365		57,750		52,050		51,250	
Cont Svcs/Copier Maint-City Wi	1,719		3,507		4,032		3,912		3,912	
Cont Svcs/ Radio Maint - Cityw	62,295		26,401		70,098		22,185		23,220	
Telephone Wireless	28,593		24,265		26,220		26,160		26,160	
Advertising	-		7,603		6,285		9,003		9,110	
GTV9 / Contract Oper (Mtg)	3,622		-		-		-		-	
Printing	1,878		2,053		1,150		2,400		2,400	
Utilities	54,187		90,826		61,800		91,000		91,700	
General Ins Liability	123,818		92,982		115,000		110,000		110,000	
Prop & Casualty Loss	32,168		108,088		16,000		10,000		10,000	
Supp & Mat-General Office	51,076		86,720		73,850		72,850		75,350	
Supp & Mat-Computer Hardware	4,758		544		30,348		22,750		9,800	
Supp & Mat-Computer Software	54,904		18,445		34,945		37,476		37,568	
Supp & Mat- Small Tools	49,149		17,244		42,660		24,889		30,889	
Uniforms	55,483		52,968		76,719		53,765		53,765	
Fuel	147,177		88,365		90,275		93,845		98,570	
Fleet Service Cost-Fixed	65,730		67,874		67,920		77,810		77,810	
Dues & Subscriptions	8,464		7,125		8,286		13,761		13,761	
Training-Fire/Rescue	-		330		-		-		-	
Travel-Fire/Rescue	42,464		17,593		29,925		26,450		28,450	
Supp & Mat/ Disaster	455		694		3,000		2,000		2,000	
Supp & Mat/ EMS	69,301		60,838		64,674		65,484		66,464	
Supp & Mat/Fire Fighting Gear	109,269		112,586		113,100		117,775		125,250	
Supp & Mat/Smoke Detector Prgm	2,955		-		100		100		100	
Supp & Mat/Special Donations	10,561		65		100		100		100	
Supp & Mat/"Pink Heals"	5,379		4,121		-		-		-	
OPERATING	\$ 1,375,575		\$ 1,348,933		\$ 1,357,977		\$ 1,410,916		\$ 1,432,131	
Cap Out / Equipment	\$ 29,106		\$ 34,066		\$ 35,500		\$ -		\$ 9,000	
CAPITAL	\$ 29,106		\$ 34,066		\$ 35,500		\$ -		\$ 9,000	
FIRE/RESCUE TOTAL	\$ 12,763,569		\$ 12,839,310		\$ 13,421,532		\$ 13,568,513		\$ 13,889,702	

FINANCIAL SERVICES

MISSION STATEMENT

The Financial Services Department is committed to providing superior financial services in good company.

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

DEPARTMENT GOALS AND OBJECTIVES

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Obtain an unmodified audit opinion on the Comprehensive Annual Financial Report with limited findings.

Action Steps: Perform continuous review of appropriated fund balance, across funds, in comparison to cash on hand.

Perform monthly reconciliations of all fixed asset types from subledger to general ledger.

Ensure that there are no deficit fund balances without reason and make appropriate adjustments.
- **Priority:** Incorporate new personnel policies for performance management purposes.

Action Steps: Develop a review process, by employee, that will illustrate what it means to provide superior service.

Complete timely reviews of employees that will demonstrate performance against measures.
- **Priority:** Maintain financial operations in the midst of ERP System Transition.

Action Steps: Maintain the highest bond rating possible for the City of Greenville.

Provide financial information and analysis to City departments to effectively manage bond issuances.

Maintain unassigned General Fund Balance at 14% of budget.

FINANCIAL SERVICES BUDGET SUMMARY

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 1,366,408	\$ 1,375,056	\$ 1,469,287	\$ 1,426,998	\$ 1,469,869
OPERATING	840,629	1,079,613	1,010,529	1,060,960	1,065,353
TOTAL EXPENSES	\$ 2,207,037	\$ 2,454,669	\$ 2,479,816	\$ 2,487,958	\$ 2,535,222

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Accounting Generalist	3.00	3.00	3.00	3.00	3.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Business Analyst	-	-	-	1.00	1.00
Buyer I	1.00	1.00	1.00	1.00	1.00
Collections Clerk	1.00	1.00	1.00	1.00	1.00
Collections Clerk/DPT	0.50	0.50	-	-	-
Collections Officer	2.00	2.00	1.00	1.00	1.00
Collections Supervisor	1.00	1.00	1.00	1.00	1.00
Collections Technician II - EMS	2.00	2.00	2.00	2.00	2.00
Director of Financial Services	1.00	1.00	1.00	1.00	1.00
Financial Analyst*	1.00	1.00	1.00	-	-
MWBE Coordinator	1.00	1.00	1.00	1.00	1.00
Purchasing Manager	1.00	1.00	1.00	1.00	1.00
Senior Financial Services Manager	1.00	1.00	1.00	1.00	1.00
Internal Auditor*	1.00	1.00	1.00	-	-
Staff Support Specialist III	1.00	1.00	1.00	1.00	1.00
Grants Accountant	-	-	-	1.00	1.00
FINANCIAL SERVICES FTE TOTAL	20.50	20.50	19.00	19.00	19.00

*Budget & Evaluation positions moved to City Manager's Office - 2016

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 1,016,239	\$ 1,002,182	\$ 1,053,076	\$ 1,019,745	\$ 1,049,885
Part-Time-Salaries	-	-	25,700	25,700	25,700
Overtime-Salaries	4,980	18,696	8,100	8,100	8,100
Car Allowance	1,504	1,504	1,500	1,500	1,500
Retirement	72,200	71,999	78,035	68,946	70,983
401K General	14,398	14,304	13,260	14,097	14,097
FICA	73,329	73,333	78,350	72,924	74,869
Education Training Asst Prog	314	800	4,000	4,000	4,000
Group Life Insurance	2,480	2,258	2,723	2,223	2,223
Health Insurance	180,255	188,480	203,237	207,406	216,156
Workers Comp Premium	708	1,500	1,306	192	192
Workers Comp Loss	-	-	-	998	997
GAFC Employer in-kind	-	-	-	1,167	1,167
PERSONNEL	\$ 1,366,408	\$ 1,375,056	\$ 1,469,287	\$ 1,426,998	\$ 1,469,869
Maint & Rep/Vehicle	\$ 1,227	\$ 147	\$ 205	\$ 177	\$ 182
Maint & Rep/Fleet Labor	555	1,612	820	1,944	1,944
Maint & Rep/Commercial Labor	-	-	-	21,074	21,601
Contracted Services	324,736	281,668	226,638	225,010	232,165
Salaries Temp Agencies	-	37,417	-	-	-
Cont Svcs/Commissions Pitt Cou	443,594	508,676	570,000	600,000	610,000
Cont Svcs/Copier Maint-City Wi	4,788	4,788	4,788	4,536	4,536
Telephone Wireless	1,266	1,707	1,114	1,092	1,092
Printing	1,267	4,122	6,427	7,850	7,850
General Ins Liab Prem	14,924	15,000	15,000	13,000	13,000
Supp & Mat-General Office	19,604	31,848	23,150	18,596	18,596
Supp & Mat-Computer Hardware	-	669	2,848	19,050	5,450
Supp & Mat-Computer Software	-	145,507	116,911	104,942	103,226
Supp & Mat/Short/Ovr Inventory	(33)	-	-	-	-
Supp & Mat/Short/Ovr Receipts	121	14	-	-	-
Supp & Mat/MWBE Program	3,273	7,068	5,267	7,825	7,825
Fuel	223	314	300	344	355
Rent/Pool Car Rentals	2,902	3,057	3,075	3,345	3,430
Fleet Service Cost-Fixed	1,580	1,579	1,580	3,920	3,920
Dues & Subscriptions	5,286	4,460	4,548	5,631	5,631
Travel/Training	13,450	25,622	25,558	20,324	22,250
Supp & Mat/ MWBE Donation	1,663	-	-	-	-
Recording Fees	204	4,337	2,300	2,300	2,300
OPERATING	\$ 840,629	\$ 1,079,613	\$ 1,010,529	\$ 1,060,960	\$ 1,065,353
FINANCIAL SERVICES TOTAL	\$ 2,207,037	\$ 2,454,669	\$ 2,479,816	\$ 2,487,958	\$ 2,535,222

CONTINGENCY

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Contingencies	\$ -	\$ -	\$ 200,000	\$ 150,000	\$ 200,000
CONTINGENCY TOTAL	\$ -	\$ -	\$ 200,000	\$ 150,000	\$ 200,000

OTHER POST-EMPLOYMENT BENEFITS (OPEB)

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
OPEB Contributions	\$ 350,000	\$ 400,000	\$ 450,000	\$ 500,000	\$ 500,000
OPEB TOTAL	\$ 350,000	\$ 400,000	\$ 450,000	\$ 500,000	\$ 500,000

POLICE

MISSION STATEMENT

The Greenville Police Department exists to enhance public safety and quality of life, in partnership with ALL people in OUR community, by preventing crime with honor and integrity.

DIVISIONS

ADMINISTRATION

FIELD OPERATIONS

INVESTIGATIONS

SUPPORT SERVICES

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 1: BUILDING GREAT PLACES THAT THRIVE

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

Goal 5: CREATING COMPLETE NEIGHBORHOODS

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

DEPARTMENT GOALS AND OBJECTIVES

Goal 1: BUILDING GREAT PLACES THAT THRIVE

- **Priority:** Community Outreach
- **Action Steps:**
 - Continue full-service operations at two substations (East Zone and West Zone).
 - Continue towards the opening of a third full-service substation (South Zone).
 - Work towards significantly expanding the PAL after-school program by partnering with the Boys and Girls Club of Pitt County.

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Implement new marketing strategy
- **Action Steps:**
 - Through the Office of Public Information, the department will better brand its efforts through new, diverse materials for public dissemination.
 - The messages associated with the department will be cleansed by the Public Information Officer to ensure the story is consistent and all aspects of the department are unified.
 - The department recruitment video will be updated with diversity and messaging in mind.

POLICE

Goal 5: CREATING COMPLETE NEIGHBORHOODS

- **Priority:** Initiate Neighborhood Pride
- **Action Steps:** New officers gained in both the first year and second year will be assigned to the Zone Commander for problem-oriented project focus.

Neighborhoods will be focused on one at a time from a holistic approach including quality of life issues, neighborhood blight, and crime enforcement.

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

- **Priority:** Implement the use of additional body cameras.
- **Action Step:** The department will need approximately 80 additional body cameras to fully outfit sworn personnel answering calls for service.

Find yourself in good company®

**POLICE DEPARTMENT
BUDGET SUMMARY**

SUMMARY OF EXPENSES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 18,598,913	\$ 18,588,635	\$ 19,183,385	\$ 18,941,524	\$ 19,541,660
OPERATING	3,978,710	3,930,296	4,155,844	4,145,868	4,351,975
CAPITAL OUTLAY	300,940	56,305	14,000	-	-
TOTAL EXPENSES	\$ 22,878,563	\$ 22,575,236	\$ 23,353,229	\$ 23,087,392	\$ 23,893,635

POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Animal Protective Serv Officer	4.00	4.00	4.00	4.00	4.00
Animal Protective Serv Supervisor	1.00	1.00	1.00	1.00	1.00
Chief of Police	1.00	1.00	1.00	1.00	1.00
Community Projects Coordinator	1.00	1.00	1.00	1.00	1.00
Community Services Clerk	3.00	3.00	3.00	3.00	3.00
Community Services Supervisor	1.00	1.00	1.00	1.00	1.00
Crime Analyst II	1.00	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00
False Alarm Coordinator	1.00	1.00	1.00	1.00	1.00
Family Services Victims Advocate	1.00	1.00	1.00	1.00	1.00
Forensics Supervisor	-	-	1.00	1.00	1.00
Forensics Technician	-	-	1.00	1.00	1.00
Lead Telecommunicator	4.00	4.00	4.00	4.00	4.00
Master Police Officer	11.00	11.00	11.00	11.00	11.00
New Positions	-	-	-	2.00	2.00
PAL Supervisor/DPT	1.00	1.00	1.00	1.00	1.00
PAL/Off-Duty Coordinator	1.00	1.00	1.00	-	-
Parking Control Officer	2.00	2.00	2.00	2.00	2.00
Police Accreditation Coordinator	1.00	1.00	1.00	1.00	1.00
Police Captain	3.00	3.00	3.00	3.00	3.00
Police Corporal	23.00	23.00	23.00	23.00	23.00
Police Lieutenant	8.00	8.00	8.00	8.00	8.00
Police Officer	122.00	122.00	124.00	124.00	124.00
Police Officer Trainee	2.00	2.00	2.00	2.00	2.00
Police Public Information Officer	1.00	1.00	1.00	1.00	1.00
Police Research Specialist	1.00	1.00	1.00	1.00	1.00
Police Sergeant	13.00	13.00	13.00	13.00	13.00
Police Technology Specialist	-	-	-	1.00	1.00
Property & Evidence Custodian	1.00	1.00	1.00	1.00	1.00
Property & Evidence Technician	1.00	1.00	2.00	2.00	2.00
Public Safety Systems Admin	1.00	1.00	1.00	1.00	1.00
Senior Administrative Asst	1.00	1.00	1.00	1.00	1.00
Senior Parking Control Officer	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist I	4.00	4.00	3.00	2.00	2.00
Staff Support Specialist II	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist III	4.00	4.00	4.00	4.00	4.00
Telecommunicator	12.00	12.00	12.00	12.00	12.00
Lead Code Enforcement Officer*	1.00	1.00	1.00	-	-
Code Enforcement Supervisor*	-	-	1.00	-	-
Code Enforcement Officers*	6.00	6.00	5.00	-	-
POLICE DEPARTMENT FTE TOTAL	241.00	241.00	245.00	239.00	239.00

*Code Enforcement staff moved to Community Development - 2017

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014		2015		2016		2017		2018	
	ACTUAL		ACTUAL		ORIGINAL		ORIGINAL		PLAN	
Regular-Salaries	\$	11,691,315	\$	11,630,432	\$	11,838,768	\$	11,855,528	\$	12,277,183
Part-Time-Salaries		17,515		15,145		15,000		15,000		15,000
Overtime-Salaries		597,213		515,071		586,800		576,800		576,800
Police Reserve Officer		140,958		172,433		125,770		125,770		125,770
Off-Duty		266,529		240,613		242,838		242,838		242,838
PAL Program		146,025		91,819		168,020		168,020		168,020
Special Separation Allowance		396,553		410,072		416,000		416,000		416,000
Uniform Allowance		27,129		26,121		29,380		29,380		29,380
Retirement		867,706		891,402		884,881		841,273		871,514
401K General		68,420		41,368		71,857		37,475		35,973
401K Police		503,609		496,818		489,244		477,551		492,383
FICA		938,370		952,149		868,717		861,473		892,023
Education Training Asst Prog		2,683		5,295		1,068		-		-
Group Life Insurance		28,007		26,937		30,057		25,791		25,735
Health Insurance		2,714,223		2,810,867		3,121,509		2,965,226		3,119,625
Workers Comp Loss		130,809		228,021		240,000		249,466		199,499
Workers Comp Premium		61,849		34,072		53,476		34,872		34,856
GAFC Employer in-kind		-		-		-		19,061		19,061
PERSONNEL	\$	18,598,913	\$	18,588,635	\$	19,183,385	\$	18,941,524	\$	19,541,660
Maint & Rep/Equipment	\$	10,343	\$	(73,965)	\$	10,000	\$	10,000	\$	20,000
Maint & Rep/Vehicle		291,997		253,753		246,750		318,507		326,470
Maint & Rep/Fleet Labor		240,726		234,964		235,750		281,958		281,958
Maint & Rep/Commercial Labor		-		82,155		-		92,414		94,725
Maint & Rep/Grass Mow/Dem		99,192		157,066		115,000		-		-
Professional Services		1,438		1,169		2,000		2,000		2,000
Contracted Services		268,180		312,199		434,815		440,423		485,000
Cont Svcs/Copier Maint-City Wi		10,789		10,672		11,244		12,828		12,828
Cont Svcs/ Radio Maint - Cityw		94,099		97,140		100,540		103,866		108,110
Telephone Wireless		147,268		126,937		136,380		136,068		136,068
Printing		11,908		11,982		14,300		14,300		14,300
Supp & Mat-General Office		304,364		489,807		411,606		409,529		442,302
Supp & Mat-Computer Hardware		94,671		39,297		128,610		172,199		250,596
Supp & Mat-Computer Software		220,119		264,366		287,027		285,253		288,571
Supp & Mat/Uniforms		298,552		153,899		220,000		216,171		220,000
Supp & Mat/DARE Program		196		3,965		-		-		-
Supp & Mat/Fed Forfeiture		30,381		13,528		-		-		-
Supp & Mat/Special Donations		14,986		10,557		8,000		8,000		8,000
Fuel		519,482		358,092		405,457		368,770		377,440
Rent/Pool Car Rentals		1,068		823		1,025		970		995
Fleet Service Cost-Fixed		667,345		550,634		551,040		554,012		554,012
Dues & Subscriptions		12,633		8,413		13,000		13,600		13,600
Advertising		-		-		1,000		-		-
Travel/Training		131,824		137,522		134,000		145,000		150,000
General Ins Liab Loss		31,694		248,883		175,000		120,000		120,000

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	2014	2015	2016	2017	2018
ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
General Ins Liab Prem	126,125	109,536	170,000	100,000	100,000
Drug Task Force	80,000	75,000	75,000	75,000	75,000
Misc-Spring Clean Up	408	331	1,300	-	-
Special Investigations	213,980	209,832	209,000	207,000	212,000
PAL Program	54,941	41,738	58,000	58,000	58,000
OPERATING	\$ 3,978,710	\$ 3,930,296	\$ 4,155,844	\$ 4,145,868	\$ 4,351,975
Cap Out / Controlled Substance	\$ 131,940	\$ -	\$ -	\$ -	\$ -
Cap Out / Federal Forfeiture	110,330	13,189	-	-	-
Cap Out / Equipment	58,670	43,116	14,000	-	-
CAPITAL	\$ 300,940	\$ 56,305	\$ 14,000	\$ -	\$ -
POLICE TOTAL	\$ 22,878,563	\$ 22,575,236	\$ 23,353,229	\$ 23,087,392	\$ 23,893,635

RECREATION AND PARKS

MISSION STATEMENT

To foster health, quality of life, city image, economic vitality, and wholesome behaviors among youth, through providing parks, recreation services, and conservation initiatives.

DIVISIONS

ADMINISTRATION

RECREATION

PARKS

BRADFORD CREEK PUBLIC GOLF COURSE

GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 1: BUILDING GREAT PLACES THAT THRIVE

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

DEPARTMENT GOALS AND OBJECTIVES

Goal 1: BUILDING GREAT PLACES THAT THRIVE

- **Priority:** Tar River Legacy Plan

Action Steps: Research grant opportunities and apply for at least one source of outside funding for acquisition of “lake-land” properties adjacent to the Tar River.

Identify three vantage point locations along the Tar River.

Complete design phase for riverside overlooks and begin construction.
- **Priority:** Town Common Renovation

Action Steps: Plan and host opening ceremony event for Inclusive Playground by August, 2016.

Complete schematic plan for development by September, 2016.

Complete construction documents by the end of 2018.

In partnership with Sound Rivers, host an opening celebration, naming ceremony and “river float” in the summer of 2016 for the new fishing pier and kayak launch.
- **Priority:** South Greenville Recreation Center

Action Step: Plan and host opening celebration of newly renovated facility.

RECREATION AND PARKS

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Host 2018 North Carolina Recreation and Parks Association State Conference
- Action Step:** Complete all plans and arrangements necessary to host event.

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

- **Priority:** Continue to make infrastructure better for the City of Greenville's citizens
- Action Steps:** Develop formal requirements, standards and an application process by allowing future connections to the City's greenways, funded and administered by private developers, neighborhood associations, hospitals, educational institutions, and hotels, restaurants, and other businesses.

Continue systematically addressing accessibility issues through opening the newly renovated and accessible South Greenville Recreation Center.

**RECREATION & PARKS
BUDGET SUMMARY**

SUMMARY OF EXPENSES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
PERSONNEL	\$ 4,874,636	\$ 5,023,645	\$ 5,144,226	\$ 5,092,737	\$ 5,235,147
OPERATING	2,498,886	2,369,381	2,452,160	2,473,258	2,534,643
CAPITAL OUTLAY	55,572	7,144	4,000	6,768	10,602
TOTAL EXPENSES	\$ 7,429,094	\$ 7,400,170	\$ 7,600,386	\$ 7,572,763	\$ 7,780,392

POSITION TITLES	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Aquatics Coordinator (GAFC)/DPT	0.75	0.75	0.75	0.75	0.75
Asst Greens Supervisor	1.00	1.00	1.00	1.00	1.00
Building Facilities Tech I	2.00	2.00	2.00	2.00	2.00
Business and Marketing Mgr/DPT	0.50	0.50	0.50	0.50	0.50
Custodial Crew Leader	2.00	2.00	2.00	2.00	2.00
Custodian II	1.00	1.00	1.00	1.00	1.00
Custodian/DPT	0.50	0.50	0.50	0.50	0.50
Director of Rec & Parks	1.00	1.00	1.00	1.00	1.00
Facility Attendant (Eppes)/DPT	0.50	0.50	0.50	0.50	0.50
Golf Operations Manager	1.00	1.00	1.00	1.00	1.00
Greens Supervisor	1.00	1.00	1.00	1.00	1.00
Gym Attendant/DPT	0.50	0.50	0.50	0.50	0.50
Laborer	5.00	5.00	5.00	5.00	5.00
Laborer/DPT	0.50	0.50	0.50	0.50	0.50
Master Mechanic	1.00	1.00	1.00	1.00	1.00
Membership Svs Coordinator/DPT	0.50	0.50	0.50	0.50	0.50
Park Ranger	1.00	1.00	1.00	1.00	1.00
Park Ranger/DPT	1.50	1.50	1.50	1.50	1.50
Parks Coordinator	2.00	2.00	2.00	2.00	2.00
Parks Crew Leader	5.00	5.00	5.00	5.00	5.00
Parks Facilities Manager	1.00	1.00	1.00	1.00	1.00
Parks Facilities Supervisor I	1.00	1.00	1.00	1.00	1.00
Parks Facilities Supervisor II	2.00	2.00	2.00	2.00	2.00
Parks Maintenance Tech II	3.00	3.00	3.00	3.00	3.00
Parks Planner	1.00	1.00	1.00	1.00	1.00
Parks Program Asst	2.00	2.00	2.00	2.00	2.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Pro Shop Associate	1.00	1.00	1.00	1.00	1.00
Receptionist (GAFC)/DPT	0.75	0.75	0.75	0.75	0.75
Recreation Assistant	6.00	6.00	6.00	6.00	6.00
Recreation Manager	3.00	3.00	3.00	3.00	3.00
Recreation Superintendent	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	12.00	12.00	12.00	12.00	12.00
Specialized Rec Asst/DPT	0.50	0.50	0.50	0.50	0.50
Staff Support Specialist I	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist III	1.00	1.00	1.00	1.00	1.00
Tennis Instructor/Fac. Attend/DPT	0.50	0.50	0.50	0.50	0.50
RECREATION & PARKS FTE TOTAL	67.00	67.00	67.00	67.00	67.00

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BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 2,886,385	\$ 2,927,369	\$ 2,998,773	\$ 2,981,742	\$ 3,069,072
Part-Time-Salaries	777,484	859,138	878,558	873,398	873,398
Overtime-Salaries	15,547	9,322	7,000	7,000	7,000
Car Allowance	3,611	3,611	3,600	3,600	3,600
Retirement	201,716	204,339	214,748	200,837	206,711
401K General	50,306	51,028	52,260	54,992	55,035
FICA	268,934	279,980	221,560	218,911	225,088
Education Training Asst Prog	-	193	1,600	1,600	1,600
Group Life Insurance	8,007	6,498	7,452	5,975	5,975
Health Insurance	631,120	652,094	721,875	663,452	691,503
Workers Comp Premium	8,579	11,800	11,800	25,891	25,882
Workers Comp Loss	22,946	18,273	25,000	49,893	64,837
GAFC Employer in-kind	-	-	-	5,446	5,446
PERSONNEL	\$ 4,874,636	\$ 5,023,645	\$ 5,144,226	\$ 5,092,737	\$ 5,235,147
Maint & Rep/Equipment	\$ 42,671	\$ 46,306	\$ 39,000	\$ 41,451	\$ 45,484
Maint & Rep/Vehicle	26,713	59,748	61,500	86,432	88,593
Maint & Rep/Buildings	239,114	175,262	201,235	192,575	192,885
Maint & Rep/Fleet Labor	47,744	56,996	50,025	68,544	68,544
Maint & Rep/Commercial Labor	-	21,442	4,100	8,161	8,366
Maint & Rep/Damages Reim-Ins	-	21	-	-	-
Maint & Rep/Greenmill Run	16,633	9,916	-	-	-
Maint & Rep/General Maint	160,857	178,926	181,903	165,760	165,877
Maint & Rep/Small Tools	2,692	6	-	-	-
Misc-Teen/Young Adult Basketba	5,370	4,733	12,000	5,000	5,000
Contracted Services	193,370	196,271	265,299	239,481	253,598
Cont Svcs/Copier Maint-City Wi	12,051	11,154	13,092	12,060	12,060
Cont Svcs/Laundry	3,995	2,631	4,500	4,500	4,500
Cont Svcs/Contracts & Leases	112,136	122,201	127,000	130,000	130,000
Cont Svcs/Sunday in the Park	14,965	27,581	16,000	14,700	15,100
Telephone Wireless	17,458	15,699	19,512	23,262	22,362
Advertising	-	9,372	9,700	14,649	16,929
GTV9 / Contract Oper (Mtg)	9,068	-	-	-	-
Printing	11,350	11,852	15,000	17,678	18,159
Utilities	514,614	487,967	540,796	540,804	551,682
General Ins Liab Prem	114,492	110,778	130,000	100,000	100,000
Gen Ins Liab Loss	136,649	72,934	50,000	70,000	70,000
Supp & Mat-General Office	315,203	330,457	308,500	302,454	316,976
Concessions	47,589	48,892	42,000	40,100	40,800
Concessions-Pro Shop	14,619	18,996	23,500	23,500	24,000
Concessions-Sales Tax	55	9	-	-	-
Supp & Mat/Pro Shop	23,046	20,818	15,000	14,100	14,100
Supp & Mat-Computer Hardware	20,650	11,778	-	20,570	23,816
Supp & Mat-Computer Software	32,483	6,248	9,425	10,823	11,002
Supp & Mat/Short/Ovr Receipts	(110)	15	-	-	-
Supp & Mat/Uniforms	22,469	19,818	28,261	22,185	22,710
Fuel	103,565	73,076	88,205	76,675	80,150
Fleet Service Cost-Fixed	138,100	125,290	125,490	158,903	158,903

	2014	2015	2016	2017	2018
ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Prks Strmwtr Util Fee	3,478	26,426	36,000	36,000	40,000
Dues & Subscriptions	19,895	11,563	12,950	10,141	10,227
Travel/Training	18,908	19,090	13,867	17,250	17,320
Supp & Mat/Special Donations	47,939	28,844	-	-	-
Supp & Mat/Gift Shop	4,562	2,505	4,100	5,500	5,500
International Festival	3,968	3,762	4,200	-	-
Demolition	526	-	-	-	-
OPERATING	\$ 2,498,886	\$ 2,369,381	\$ 2,452,160	\$ 2,473,258	\$ 2,534,643
Cap Out / Equipment	55,572	7,144	4,000	6,768	10,602
CAPITAL	\$ 55,572	\$ 7,144	\$ 4,000	\$ 6,768	\$ 10,602
RECREATION & PARKS TOTAL	\$ 7,429,094	\$ 7,400,170	\$ 7,600,386	\$ 7,572,763	\$ 7,780,392

PUBLIC WORKS

MISSION STATEMENT

The Public Works Department provides public transit, street maintenance services, fleet management services, sanitation, building and grounds maintenance, engineering and traffic engineering services to include public infrastructure improvements, review of private development plans, and stormwater management. The Department's focus is to maintain, repair, and improve Greenville's public infrastructure to foster a safe and high-quality environment for citizens and visitors. The Department performs its mission through the use of current best management practices to efficiently and effectively perform its tasks as a steward of citizens' taxes.

DIVISIONS

ADMINISTRATION

FLEET MAINTENANCE

STREET MAINTENANCE

BUILDINGS & GROUNDS

ENGINEERING

TRAFFIC SERVICES

SANITATION

TRANSIT

STRATEGIC PLANNING GOALS ASSIGNMENT

Goal 1: BUILDING GREAT PLACES THAT THRIVE

Goal 2: ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDINGS, PUBLIC INFRASTRUCTURE DEVELOPMENT

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

Goal 5: CREATING COMPLETE NEIGHBORHOODS

Goal 6: GROWING A GREEN AND RESILIENT CITY

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

DEPARTMENT GOALS AND OBJECTIVES

Goal 1: BUILDING GREAT PLACES THAT THRIVE

- **Priority:** Display of public art
 - Action Steps:** Identify opportunities for the inclusion of public art in public spaces and facilities (similar to the art placed at parking deck and plaza installation)
- **Priority:** Complete construction and begin resurfacing
 - Action Steps:** Complete construction associated with the West 5th Street Phase II Streetscape and Phase 3A greenway from Town Common to Nash Street.

Begin roadway resurfacing projects funded by 2015 Transportation Bond.

PUBLIC WORKS

Goal 2: ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

- **Priority:** Continue infrastructure plans.
- Action Steps:**
 - Continue the implementation and completion of Facilities Improvement Plan.
 - Begin construction of Town Creek Culvert Project.
 - Incrementally increase annual budget allocations for street and sidewalk improvements with the objective of achieving a 20-year resurfacing schedule.
 - Coordinate with NCDOT to continue optimization of traffic signal timing along Greenville Boulevard, Memorial Drive, and other major roadways within the city.
 - Complete construction of Greenville’s intermodal facility.
 - Continue coordination with NCDOT to facilitate completion of Southwest Bypass.
 - Continue to implement the transition of the City’s street lights to LED.
 - Begin implementation of the recommended improvements developed in the City’s Watershed Masterplan.
 - Accelerate the improvement of pedestrian mobility.
 - Improve public transit.
 - Continue working with railroad companies to better maintain railroad properties and street crossings.

Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

- **Priority:** Sanitation Automation Plan.
- Action Step:** Finalize the implementation of the sanitation automation plan.

PUBLIC WORKS

- **Priority:** Collaboration with partners.
Action Step: Continue development of positive relationships with community partners and actively pursue opportunities for collaborations that will benefit the community.

Goal 5: CREATING COMPLETE NEIGHBORHOODS

- **Priority:** Promote sustainability and livability of both old and new neighborhoods.
Action Steps: Continue to create walkable and bikeable communities.
Continue to expand the greenway system.
- **Priority:** Promote sound environmental policies.
Action Steps: Involve all citizens in recycling.
Continue to monitor air quality.
Work with East Carolina University to address environmental issues.
Enhance energy efficiency and reduce energy consumption.
Continue to design and construct Green Buildings.

Goal 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

- **Priority:** East 10th Street Safety Study.
Action Steps: Begin implementation of 10th Street Corridor safety recommendations.
Continue installation of sidewalks within the city.

**PUBLIC WORKS
BUDGET SUMMARY**

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 3,826,141	\$ 3,778,165	\$ 4,321,505	\$ 4,523,328	\$ 4,660,503
OPERATING	4,292,735	4,102,888	4,499,091	4,916,383	4,847,404
CAPITAL OUTLAY	11,010	43,172	5,000	31,250	-
TOTAL EXPENSES	\$ 8,129,886	\$ 7,924,225	\$ 8,825,596	\$ 9,470,961	\$ 9,507,907

	2014	2015	2016	2017	2018
POSITION TITLES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Administrative Assistant	1.30	1.30	1.30	1.30	1.30
Administrative Svcs Specialist	1.00	1.00	1.00	1.00	1.00
Asst Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Bldg & Grounds Crew Leader	1.00	1.00	1.00	1.00	1.00
Bldg & Grounds Superintendent	1.00	1.00	1.00	1.00	1.00
Bldg & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Building Facilities Coordinator	1.00	1.00	1.00	1.00	1.00
Building Facilities Tech II	2.00	2.00	2.00	2.00	2.00
Cemetery Supervisor	1.00	1.00	1.00	1.00	1.00
City Engineer	0.80	0.80	0.80	0.80	0.80
Civil Engineer I	1.95	1.95	1.95	1.95	1.95
Civil Engineer II	1.35	1.35	1.35	1.35	1.35
Civil Engineer III	0.40	0.40	0.40	0.40	0.40
Custodian I	1.00	1.00	1.00	1.00	1.00
Custodian II	3.00	3.00	3.00	3.00	3.00
Director of Public Works	0.45	0.45	0.45	0.45	0.45
Engineering Asst I	0.30	0.30	0.30	0.30	0.30
Engineering Asst II	0.75	0.75	0.75	0.75	0.75
Equipment Operator I/II	1.00	1.00	1.00	1.00	1.00
Equipment Operator III	1.00	1.00	1.00	1.00	1.00
Equipment Operator IV	2.00	2.00	2.00	2.00	2.00
Equipment Operator V	1.00	1.00	1.00	1.00	1.00
Facilities Maint Supervisor	1.00	1.00	1.00	1.00	1.00
GIS Technician II	0.90	0.90	0.90	0.90	0.90
Grounds Maintenance Tech I	2.00	2.00	2.00	2.00	2.00
Grounds Maintenance Tech II	2.00	2.00	2.00	2.00	2.00
Grounds Maintenance Tech III	2.00	2.00	2.00	2.00	2.00
Grounds Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Laborer	13.40	13.40	13.40	13.40	13.40
Public Works Coordinator	1.00	1.00	1.00	1.00	1.00
Public Works Operations Mgr	0.40	0.40	0.40	0.40	0.40
Quality Control Technician	1.00	1.00	1.00	1.00	1.00
ROW Maintenance Technician	1.00	1.00	1.00	1.00	1.00

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POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Senior Construction Worker	2.00	2.00	2.00	2.00	2.00
Staff Support Specialist I	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist II	1.50	1.50	1.50	1.50	1.50
Streets Coordinator	1.00	1.00	1.00	1.00	1.00
Streets Superintendent	0.65	0.65	0.65	0.65	0.65
Streets Supervisor	1.00	1.00	1.00	1.00	1.00
Surveyor/Floodplain Coordinator	0.75	0.75	0.75	0.75	0.75
Traffic Control Crew Leader	1.00	1.00	1.00	1.00	1.00
Traffic Control Worker	3.00	3.00	3.00	3.00	3.00
Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Traffic Services Supervisor	1.00	1.00	1.00	1.00	1.00
Traffic Signal Technician I	2.00	2.00	2.00	2.00	2.00
Traffic Signal Technician II	1.00	1.00	1.00	1.00	1.00
Transportation Planner	2.00	2.00	2.00	2.00	2.00
PUBLIC WORKS FTE TOTAL	69.90	69.90	69.90	69.90	69.90

BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 2,568,233	\$ 2,484,545	\$ 2,873,442	\$ 3,115,562	\$ 3,206,290
Part-Time-Salaries	30,901	15,332	5,972	5,972	5,972
Overtime-Salaries	79,695	72,715	6,480	15,538	15,538
Car Allowance	1,267	1,625	1,260	1,260	1,260
Retirement	186,573	181,642	226,396	210,645	216,456
401K General	44,066	41,993	55,146	52,271	52,270
FICA	194,363	188,567	230,183	226,611	232,635
Education Training Asst Prog	-	629	-	-	-
Group Life Insurance	8,907	8,611	9,500	6,866	6,920
Health Insurance	620,130	614,927	698,552	816,575	851,159
Workers Comp Premium	7,882	2,574	4,574	23,960	23,951
Workers Comp Loss	84,126	165,005	210,000	42,410	42,394
GAFC Employer in-kind	-	-	-	5,658	5,658
PERSONNEL	\$ 3,826,141	\$ 3,778,165	\$ 4,321,505	\$ 4,523,328	\$ 4,660,503
Maint & Rep/Equipment	\$ 77,233	\$ 431	\$ -	\$ 34,000	\$ 34,000
Maint & Rep/Vehicle	144,747	173,500	165,175	157,973	161,921
Maint & Rep/Commercial Labor	-	42,157	14,175	66,849	68,521
Maint & Rep/Eng Comm Labor	-	1,221	2,050	316	316
Maint & Rep/Charter-City Bus	1,004	-	-	-	-
Maint & Rep/Buildings	98,910	91,851	46,000	64,900	64,900
Maint & Rep/City (pub) Pk Lot	4,587	2,834	3,000	58,000	58,000
Maint & Rep/Demolitions	1,450	-	20,500	20,000	20,000
Maint & Rep/Fleet Labor	145,986	198,271	172,213	186,369	173,089
Maint & Rep/Fleet Equipment	3	-	-	-	-
Maint & Rep/Landfill Fees	10,190	8,445	15,000	15,000	12,000
Maint & Rep/Cemetery	11,449	6,217	10,250	20,000	20,000
Maint & Rep/Railroad Crossing	34,596	15,570	29,000	29,000	29,000
Maint & Rep/Bridge Inspection	-	-	5,000	5,000	5,000
Contracted Services	530,998	460,873	606,261	742,861	722,513
Cont Svcs/Copier Maint-City Wi	3,050	2,524	3,218	3,218	3,218
Cont Svcs/Laundry	18,040	16,659	16,285	27,002	27,002
Cont Svcs/ Radio Maint - Cityw	11,519	11,519	14,432	23,259	23,411
Cont Svcs/Special Study Reimbu	266,471	70,532	180,000	90,000	90,000
GTV9 / Contract Oper (Mtg)	5,432	-	-	-	-
Telephone Wireless	20,232	13,737	14,174	22,480	22,480
Printing	1,277	2,517	4,100	4,100	4,100
Utilities	425,603	424,307	430,187	478,534	458,534
Utilities / Electric & Water	3,611	4,323	5,025	5,398	5,398
Utilities / Traffic Signal Light	18,744	16,666	18,000	18,000	18,000
Utilities / Traffic Signal Main	63,809	41,608	80,000	80,000	80,000
General Ins Liab Prem	85,088	87,156	100,000	90,000	90,000
Gen Ins Liab Loss	93,044	29,859	75,000	75,000	75,000
Concessions	9,831	6,020	10,000	10,000	10,000
Concessions-Sales Tax	481	104	700	700	700
Concessions-Utility Tax	66,521	147,183	63,500	63,500	63,500
Supp & Mat-General Office	245,888	241,623	248,169	248,670	243,670

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	2014	2015	2016	2017	2018
ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Supp & Mat-Computer Hardware	2,000	3,916	5,590	21,725	4,300
Supp & Mat-Computer Software	9,619	6,041	11,812	20,929	21,676
Supp & Mat-Small Tools	31,190	30,852	30,398	36,998	34,998
Supp & Mat-Small Equipment	5,337	23,569	26,700	36,520	36,520
Supp & Mat/Uniforms	5,630	4,572	6,950	12,110	12,110
Fuel	170,759	130,913	125,360	120,282	125,932
Rent/Pool Car Rentals	-	2,156	666	170	175
Fleet Service Cost-Fixed	169,617	177,508	177,720	202,520	202,520
Fuel-Charter City Bus	835	-	-	-	-
Dues & Subscriptions	7,195	6,879	8,456	8,705	8,605
Advertising	-	2,267	5,500	6,500	6,500
Travel/Training	6,654	8,175	12,905	17,805	17,805
Equipment Rental	1,927	-	-	-	-
Supp & Mat/Holiday Decorations	3,269	213	5,000	5,000	5,000
Supp & Mat/Tree Replace/Landsc	14,090	15,214	15,000	20,000	20,000
Utilities / Street Lighting	1,318,241	1,423,108	1,505,670	1,550,840	1,550,840
COG Prop Strmwtr Util Fees	57,808	61,651	75,000	78,000	78,000
Supp & Mat/Drafting	1,000	-	-	3,000	3,000
Supp & Mat/Signal Lab	5,044	5,077	5,250	5,250	5,250
Supp & Mat/Sign Lab	1,720	2,274	2,000	2,000	2,000
Supp & Mat/Signs	34,271	45,231	65,000	65,000	65,000
Supp & Mat/Surveying	-	28	300	400	400
Supp & Mat/Pavement Markings	24,895	23,370	37,500	37,500	37,500
Supp & Mat/Barricades	17,529	9,781	21,000	21,000	21,000
Supplies & Materials	4,307	2,387	3,900	4,000	4,000
OPERATING	\$ 4,292,735	\$ 4,102,888	\$ 4,499,091	\$ 4,916,383	\$ 4,847,404
Cap Out / Equipment	\$ 11,010	\$ 35,017	\$ -	\$ -	\$ -
Cap Out / Equipment	-	8,155	5,000	31,250	-
CAPITAL	\$ 11,010	\$ 43,172	\$ 5,000	\$ 31,250	\$ -
PUBLIC WORKS TOTAL	\$ 8,129,886	\$ 7,924,225	\$ 8,825,596	\$ 9,470,961	\$ 9,507,907

COMMUNITY DEVELOPMENT

MISSION STATEMENT

The mission of the Community Development Department is to administer and implement the programs, policies and services as authorized by the City Council. The Community Development Department reflects the community’s vision of the city for today and the future. The department is comprised of 5 divisions that work to shape the physical environment and provide services to the citizens of Greenville in a professional manner.

DIVISIONS

- ADMINISTRATION
- CODE ENFORCEMENT
- HOUSING
- INSPECTIONS
- PLANNING

STRATEGIC PLANNING GOALS ASSIGNMENT

- Goal 1: BUILDING GREAT PLACES THAT THRIVE
- Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY
- Goal 4: GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA
- Goal 5: CREATING COMPLETE NEIGHBORHOODS
- Goal 6: GROWING A GREEN AND RESILIENT CITY
- Goal 7: MAKING A HEALTHY AND VIBRANT CITY

DEPARTMENT GOALS AND OBJECTIVES

- Goal 1: BUILDING GREAT PLACES THAT THRIVE
- Goal 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY
- Goal 4: GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA

- **Priority:** Develop, implement, and administer growth policies and tools that encompass smart growth principals and create a vibrant and healthy community.

- Action Steps:**
 - Complete update of Horizons.
 - Begin review/rewrite of Zoning and Subdivision Regulations following Horizons completion.
 - Continue implementation of the adopted Redevelopment Plan.
 - Continue implementation of the Consolidated Plan.

COMMUNITY DEVELOPMENT

Goal 5: CREATING COMPLETE NEIGHBORHOODS

Goal 6: GROWING A GREEN AND RESILIENT CITY

- **Priority:** Develop policies/programs that lead to improved and protected neighborhoods.

- Action Steps:**
- Develop and implement Neighborhood Improvement Plans
 - Develop adequate standards.
 - Implement revitalization programs and activities.
 - Continue to expand the greenway system.
 - Seek grants and public/private partnerships and enhancements.
 - Increase effort towards historic preservation.
 - Continue housing rehabilitation efforts.
 - Provide ongoing education of City programs.

Goal 7: MAKING A HEALTHY AND VIBRANT CITY

- **Priority:** Improve declining areas and assist special needs populations with City resources and other resources in the community.

- Action Steps:**
- Develop annual plan actions that improve communities.
 - Insure that Horizons addresses corridors that need improvements.
 - Continue implementation of the Façade Improvement Program.
 - Administer the Substandard Housing Rehabilitation Program.
 - Look for effective partnerships for the Affordable Housing Program.
 - Partnerships with for profit and non-profit developers.
 - Increase historic preservation.

COMMUNITY DEVELOPMENT BUDGET SUMMARY

SUMMARY OF EXPENSES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
PERSONNEL	\$ 1,856,254	\$ 2,006,029	\$ 2,010,742	\$ 2,055,874	\$ 2,115,401
OPERATING	<u>378,590</u>	<u>460,037</u>	<u>646,342</u>	<u>605,684</u>	<u>529,041</u>
TOTAL EXPENSES	\$ 2,234,844	\$ 2,466,066	\$ 2,657,084	\$ 2,661,558	\$ 2,644,442

POSITION TITLES	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Administrative Asst	1.00	1.00	1.00	1.00	1.00
Building Inspector	6.00	6.00	5.00	5.00	5.00
Building Inspector/Plans Reviewer	-	-	1.00	1.00	1.00
Chief Building Inspector	1.00	1.00	1.00	1.00	1.00
Chief Planner	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officers*	-	-	-	5.00	5.00
Code Enforcement Supervisor	-	-	-	1.00	1.00
Community Relations Officer	1.00	1.00	1.00	1.00	1.00
Dir of Community Development	1.00	1.00	1.00	1.00	1.00
Economic Development Manager**	1.00	1.00	1.00	-	-
GIS Technician I	1.00	1.00	1.00	1.00	1.00
GIS Technican II**	1.00	1.00	1.00	-	-
Housing Rehab Specialist	-	-	-	-	-
Lead Code Enforcement Officer*	-	-	-	1.00	1.00
Lead Planner	1.00	1.00	1.00	1.00	1.00
Loan Administrator	-	-	-	-	-
Neighborhood Liaison/Com Ombu	1.00	1.00	1.00	1.00	1.00
Permit Officer	1.00	1.00	1.00	1.00	1.00
Planner I	2.00	2.00	2.00	2.00	2.00
Planner II**	5.00	5.00	5.00	3.00	3.00
Senior Planner	-	-	-	-	-
Staff Support Specialist I	1.00	1.00	1.00	2.00	2.00
Staff Support Specialist II	2.00	2.00	2.00	2.00	2.00
Staff Support Specialist III**	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	-	-
COMMUNITY DEVELOPMENT FTE TOTAL	28.00	28.00	28.00	31.00	31.00

*Code Enforcement positions moved from Police - 2017

**Economic Development positions moved to City Manager's Office - 2017

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BUDGET DETAIL

ACCOUNT DESCRIPTION	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 1,348,468	\$ 1,449,392	\$ 1,446,577	\$ 1,493,624	\$ 1,534,598
Overtime-Salaries	25,154	34,908	5,000	15,000	15,000
Part-Time-Salaries	355	-	-	-	-
Retirement	97,115	104,719	108,480	100,988	103,756
401K General	17,857	19,376	20,280	20,775	20,773
FICA	100,216	109,057	110,255	110,111	113,105
Education Training Asst Prog	885	800	-	-	-
Group Life Insurance	5,309	3,356	5,069	3,236	3,236
Health Insurance	258,220	280,921	311,581	302,692	315,489
Workers Comp Premium	2,675	3,500	3,500	7,672	7,669
Workers Comp Loss	-	-	-	998	997
GAFC Employer in-kind	-	-	-	778	778
PERSONNEL	\$ 1,856,254	\$ 2,006,029	\$ 2,010,742	\$ 2,055,874	\$ 2,115,401
Maint & Rep/Grass Mow/Demo	\$ -	\$ -	\$ -	\$ 103,599	\$ 100,000
Maint & Rep/Pay Station	3,477	29,620	4,300	-	-
Pay Station	9,678	12,099	13,400	-	-
Misc-Spring Clean up	-	-	-	1,300	1,300
Advertising	-	2,094	750	1,000	1,000
GTV9 / Contract Oper (Mtg)	685	-	-	-	-
Maint & Rep/Equipment	378	-	-	-	-
Maint & Rep/Vehicle	1,985	2,290	1,225	2,704	2,773
Maint & Rep/Fleet Labor	1,845	3,300	7,688	4,490	4,490
Maint & Rep/Commercial Labor	-	-	-	693	711
Maint & Rep/comm labor-Uninsur	-	473	-	692	709
Uptown Greenville Contract	-	-	3,500	-	-
Contracted Services	35,059	65,359	124,136	40,100	40,100
Cont Svc/Economic Dev Funds	104,910	118,269	125,000	-	-
Cont Svcs/Copier Maint-City Wi	7,458	6,570	7,680	6,516	6,516
Cont Svcs/Laundry	-	688	2,000	2,000	2,000
Cont Svcs/Radio Maint - Cityw	599	-	-	-	-
Cont Svcs/Grants	28,650	18,500	56,500	57,000	46,500
Telephone Wireless	9,978	7,389	10,248	14,732	14,732
Printing	13,221	7,362	8,950	14,450	15,200
General Ins Liab Prem	16,219	22,659	33,500	19,000	19,000
Supp & Mat-General Office	29,137	25,613	29,450	39,250	39,250
Supp & Mat-Computer Hardware	2,459	57	8,288	30,400	11,400
Supp & Mat-Computer Software	11,582	22,874	67,882	128,724	112,674
Supp & Mat/Short/Ovr Receipts	107	344	-	-	-
Supp & Mat/Uniforms	3,323	3,191	3,600	3,000	3,000
Fuel	6,218	4,503	5,459	6,266	6,395
Rent/Pool Car Rentals	151	172	1,436	145	149
Fleet Service Cost-Fixed	24,770	34,095	34,120	30,540	30,540
Dues & Subscriptions	8,167	7,415	13,275	7,783	7,753
Travel/Training	32,918	21,862	20,955	31,800	28,300
Façade Grant Awards	8,968	27,867	20,000	31,000	20,000
Supp & Mat/ Donations	1,780	468	-	-	-
Special Events	14,867	14,904	43,000	28,500	14,549
OPERATING	\$ 378,590	\$ 460,037	\$ 646,342	\$ 605,684	\$ 529,041
COMMUNITY DEVELOPMENT TOTAL	\$ 2,234,844	\$ 2,466,066	\$ 2,657,084	\$ 2,661,558	\$ 2,644,442

TRANSFERS

Funds transferred to Debt Service, Public Transportation, Library Services, Housing, and Stormwater Utilities for payment of debt or support of services.

TRANSFERS BUDGET DETAIL

ACCOUNT DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Trnf to Rec & Park Project	\$ -	\$ 1,330	\$ -	\$ -	\$ -
Trnf to S Gville Rec Center	-	200,000	-	-	-
Trnf to Intermodal Transport	-	178,000	-	-	-
Trnf to Sanitation Fund	373,598	-	-	-	-
Trnf to Facilities Improve Fun	-	1,545,434	1,579,180	1,590,000	1,642,000
Trnf to Self-Ins Health Fund	783,044	-	-	-	-
Trnf to Debt Service	3,337,441	4,047,370	4,137,062	4,668,325	4,663,703
Trnf to BANA- ERP	2,500,000	-	-	-	-
Trnf to Capital Reserve	25,000	43,369	-	460,000	-
Trnf to Sheppard Library	1,149,486	1,248,774	1,162,192	1,197,058	1,232,969
Transfer to CD Cap Proj Fund	-	-	-	1,040,000	-
Trnf to Home Division	130,427	211,327	313,835	292,684	307,806
Trnf to NCLM	7,664	-	-	-	-
Trnf to FEMA-Hurr Irene	-	180,592	-	-	-
Trnf to COPS Law Enf Project	-	262,968	-	-	-
Trnf to South Tar	12,556	-	-	-	-
Trnf to Special Rev Grant	9,000	-	-	-	-
Trnf to Transit Fund	-	711,443	683,784	565,269	636,781
Trnf/to Street Improvement	-	2,325,000	475,000	1,175,000	1,435,000
Trnf COPS Law Enforcement	81,474	-	-	-	-
Trnf to St Improv Prgm	-	-	525,000	525,000	525,000
Trnf to Debt Service	47,341	66,107	60,440	68,677	73,299
Transfer to Sidewalk Project	-	61,978	-	-	-
Trnf/to Street Improvement	-	325,000	-	-	-
TRANSFERS TOTAL	\$ 8,457,031	\$ 11,408,692	\$ 8,936,493	\$ 11,582,013	\$ 10,516,558

INDIRECT COSTS BUDGET DETAIL

ACCOUNT DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Reimbursement Indirect Costs	\$ (1,111,218)	\$ (1,284,768)	\$ (1,268,214)	\$ (1,432,859)	\$ (1,459,519)
OPEB TOTAL	\$ (1,111,218)	\$ (1,284,768)	\$ (1,268,214)	\$ (1,432,859)	\$ (1,459,519)
GENERAL FUND GRAND TOTAL	\$ 74,127,719	\$ 76,242,206	\$ 78,105,680	\$ 82,640,550	\$ 81,950,799



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FY 2016-2017 BUDGET & 2017-2018 PLAN

OTHER FUNDS

This section will include the expenditures/expenses from the following funds:

- Debt Service**
- Public Transportation - Transit**
- Fleet Maintenance**
- Sanitation**
- Stormwater Utility**
- Housing**
- Capital Reserve**
- Health**
- Facilities Improvement**
- Vehicle Replacement**

The following expenditures/expenses include all administrative, operations, maintenance, and capital detail.



DEBT SERVICE

The Debt Service Fund accounts for the payment of the City's debt. When payments are due, the General Fund transfers the needed funds into this fund for payment.

DEBT SERVICE FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Occupancy Tax	\$ 565,728	\$ 636,088	\$ 685,181	\$ 696,436	\$ 711,932
Transfer from Powell Bill	157,220	66,107	60,440	68,677	73,299
Transfer from General Fund	3,012,673	4,047,370	4,137,062	4,668,325	4,663,703
Other	143	329	-	-	-
TOTAL REVENUES	\$ 3,735,764	\$ 4,749,894	\$ 4,882,683	\$ 5,433,438	\$ 5,448,934

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Principal	\$ 3,341,784	\$ 3,766,065	\$ 3,904,654	\$ 4,606,181	\$ 4,682,088
Interest	885,515	1,024,261	978,029	827,257	766,846
Other	8,486	9,671	-	-	-
TOTAL EXPENSES	\$ 4,235,786	\$ 4,799,997	\$ 4,882,683	\$ 5,433,438	\$ 5,448,934

DEBT SERVICE BUDGET DETAIL

REVENUE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Occupancy Tax	\$ 565,728	\$ 636,088	\$ 685,181	\$ 696,436	\$ 711,932
Investment Earnings	143	329	-	-	-
Transfers/Trans Fr Powell Bill	157,220	66,107	60,440	68,677	73,299
Transfers/Trans From Gen Fund	3,012,673	4,047,370	4,137,062	4,668,325	4,663,703
DEBT SERVICE TOTAL REVENUES	\$ 3,735,764	\$ 4,749,894	\$ 4,882,683	\$ 5,433,438	\$ 5,448,934

EXPENSE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Svc Chg / Collection Fee	\$ 8,485.95	\$ 9,671.49	\$ -	\$ -	\$ -
Prin / City Public Imprv 98	300,000	300,000	300,000	125,000	-
Prin / Convention Center Bonds	405,000	420,000	425,000	440,000	450,000
Prin / City Public Improvement	-	-	-	640,000	640,000
Prin/CVA Exp Spec Rev	-	20,000	45,000	55,000	75,000
Prin / 2002-03 2/3rds GO	70,000	70,000	70,000	-	-
Prin / 2006-2007 GO Issuance	293,461	293,461	260,100	-	-
Prin / 2011 GO Bond	165,000	165,000	165,000	160,000	160,000
Prin / 2012 REFIN 04&09 Oblig	2,080,000	2,040,000	2,000,000	1,900,000	1,845,000
Prin / GESG Equipment Lease	28,323	124,434	131,384	138,582	146,035
Prin / Installment 2014 Park D	-	333,170	333,170	333,170	333,170
Principal/ South Greenville	-	-	175,000	150,000	150,000
Prin/2016 GO refunding (06&03)	-	-	-	437,600	481,604
Interest/City Pub Improv 1998	45,825	32,625	19,124	5,625	-
Interest/Convention Ctr Bonds	103,173	91,469	79,331	67,048	54,332
Interst/ City Public Improveme	-	-	-	252,032	445,866
Interest/CVA Exp Spec Rev	-	52,325	135,850	134,388	132,600
Interest/2002-03 2/3rds GO	22,760	20,135	17,422	-	-
Interest/2006-2007 GO Issue	286,802	272,129	227,364	-	-
Interest / 2011 GO Bond	90,340	87,040	83,740	80,440	77,240
Interest/2012 Refin 04&09 Obl	272,844	239,931	207,712	176,252	146,280
Interest/GESG Equipment Lease	63,771	61,675	58,601	55,357	51,936
Interest/ 2014 Installment Par	-	166,932	148,885	138,057	127,229
Int/ South Greenville	-	-	-	52,669	48,694
Int/ 2016 GO refunding 06&03	-	-	-	92,218	83,948
DEBT SERVICE TOTAL EXPENSES	\$ 4,235,786	\$ 4,799,997	\$ 4,882,683	\$ 5,433,438	\$ 5,448,934

PUBLIC TRANSPORTATION

Planning activities remain approximately the same and are reimbursable at 90% (80% Federal and 10% State). Federal operating funding remains at one-half the net deficit. Continuation of State operating support is anticipated. Capital items and ADA service and preventative maintenance items requested are reimbursable at 80% Federal share.

The goals and objectives of this fund are incorporated within the overall Public Works Department goals outlined behind the General Fund section.

PUBLIC TRANSPORTATION - TRANSIT FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Grant Income	\$ 1,425,349	\$ 3,043,669	\$ 2,356,113	\$ 1,584,729	\$ 1,757,197
Bus Fare / Ticket Sales	329,858	319,129	376,474	380,014	380,014
Other Revenues	465	83,067	238	-	-
Transfer from General Fund	214,889	711,443	683,784	565,269	636,781
Appropriated Fund Balance	-	-	83,026	-	-
TOTAL REVENUES	\$ 1,970,561	\$ 4,157,308	\$ 3,499,635	\$ 2,530,012	\$ 2,773,992

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Personnel	\$ 1,129,828	\$ 1,114,361	\$ 1,059,314	\$ 1,099,591	\$ 1,163,282
Operating	659,929	797,856	1,069,029	1,013,309	1,188,520
Capital	474,773	2,071,804	1,371,292	417,112	422,190
TOTAL EXPENSES	\$ 2,264,530	\$ 3,984,021	\$ 3,499,635	\$ 2,530,012	\$ 2,773,992

	2014	2015	2016	2017	2018
POSITION TITLES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Director of Public Works	0.15	0.15	0.15	0.15	0.15
Public Works Operations Manager	0.30	0.30	0.30	0.30	0.30
Transit Manager	1.00	1.00	1.00	1.00	1.00
Lead Transit Driver	2.00	2.00	2.00	2.00	2.00
Transit Driver	11.00	11.00	11.00	11.00	11.00
Staff Support Specialist II	0.50	0.50	0.50	0.50	0.50
Transit Coordinator/DPT	0.75	0.75	0.75	0.75	0.75
TRANSIT FTE TOTAL	15.70	15.70	15.70	15.70	15.70

PUBLIC TRANSPORTATION - TRANSIT BUDGET DETAIL

REVENUE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Rstrc Intgv/Operating Grant	\$ 480,796	\$ 482,218	\$ 1,280,972	\$ 1,261,929	\$ 1,434,397
Rstrc Intgv/Capital Grant	634,850	2,239,551	-	-	-
Rstrc Intgv/Planning Grant	20,884	50,267	32,103	37,800	37,800
Rstrc Intgv/State Main Assist	288,819	271,633	285,000	285,000	285,000
Rstrc Intgv/Capital Grant	-	-	758,038	-	-
Pbl Wrks/Bus Fares	237,318	233,379	250,292	255,297	255,297
Pbl Wrks/Fuel Markup	-	1,010	-	-	-
Pbl Wrks/Bus Ticket Sales	74,824	70,285	109,224	108,149	108,149
Pbl Wrks/Pitt CoBus Service	4,972	4,166	4,776	4,871	4,871
Pbl Wrks/Hammock Source	991	751	955	974	974
Pbl Wrks/Convergys	-	-	-	979	979
Fleet/Pitt Comm Coll Bus Fares	10,014	8,078	9,553	9,744	9,744
Transfers/Trans From Gen Fund	214,889	711,443	683,784	565,269	636,781
Fund Balance Appropriated	-	-	83,026	-	-
Misc Rev/Miscellaneous	465	83,067	238	-	-
Other Income/Other Entity Pysl	1,738	1,460	1,674	-	-
TRANSIT TOTAL REVENUES	\$ 1,970,560	\$ 4,157,309	\$ 3,499,635	\$ 2,530,012	\$ 2,773,992

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EXPENSE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 639,372	\$ 697,729	\$ 647,704	\$ 671,517	\$ 687,743
Part-Time-Salaries	91,583	86,102	104,330	115,000	155,000
Overtime-Salaries	13,936	9,419	5,000	5,000	5,000
Car Allowance	363	542	360	360	360
Retirement	45,988	47,275	46,386	45,787	46,892
401K General	12,034	12,107	11,622	12,246	12,246
FICA	128,554	(20,533)	-	49,987	51,148
Group Life Insurance	56,654	112,673	50,343	1,449	1,449
Health Insurance	139,470	140,573	163,029	151,127	156,326
Workers Comp Premium	1,875	1,875	1,875	2,500	2,500
Workers Comp Loss	-	26,600	20,000	35,000	35,000
Unemployment	-	-	8,665	8,665	8,665
GAFC Employer in-kind	-	-	-	953	953
PERSONNEL	\$ 1,129,828	\$ 1,114,361	\$ 1,059,314	\$ 1,099,591	\$ 1,163,282
Fleet Service Cost-Fixed	\$ 34,711	\$ 60,191	\$ 74,564	\$ 77,050	\$ 77,050
Maint & Rep/ Bldg & Grnds	-	-	-	40,000	60,000
Maint & Rep/Fleet Labor	5,483	-	-	197,375	197,375
Contracted Services	-	15,788	18,075	18,075	18,075
Cont Svcs/Copier Maint-City Wi	350	509	527	527	1,727
Cont Svcs/Laundry	8,575	8,809	4,000	10,000	10,000
Telephone Wireless	-	1,033	1,152	1,128	1,128
Advertising	-	1,415	7,200	7,200	7,200
GTV9 / Contract Oper (Mtg)	4,930	-	-	-	-
Printing	8,046	6,821	9,200	9,200	9,200
General Ins Liab Prem	13,008	30,000	30,000	40,000	40,000
Gen Ins Liab Loss	-	16,251	25,000	40,000	40,000
Indirect/Money county	-	-	-	17,500	2,500
Supp & Mat-General Office	899	3,457	6,000	13,765	17,952
Supp & Mat-Tires/Driv Sup/Fare	809	6,006	26,277	27,000	23,500
Supp & Mat-Computer Hardware	-	690	-	3,325	3,000
Supp & Mat/Uniforms	565	193	1,500	3,000	3,000
Fuel	109,661	188,123	339,535	187,100	200,000
Dues & Subscriptions	600	600	1,000	1,000	1,000
Travel/Training	584	1,096	2,800	2,800	2,800
Depreciation	195,925	140,665	-	-	-
Indirect/Rental Space	-	-	11,432	11,432	24,000
Indirect/Admin Hours	96,646	-	138,801	138,801	138,801
Indirect/ Money County	-	17,334	14,356	-	-
Contracted Services	350	-	-	-	-
Maint & Rep/ Bldg & Grnds	18,632	9,959	40,000	-	-

EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Maint & Rep/Fleet Labor	150,332	164,479	216,500	-	-
Maint & Rep/Commercial Labor	-	73,346	33,500	87,231	89,412
Contracted Services	5,430	34,664	50,750	61,500	202,500
Cont Svcs/ Radio Maint - Cityw	2,279	2,279	4,560	6,000	6,000
Supp & Mat-General Office	2,114	14,149	12,300	12,300	12,300
OPERATING	\$ 659,929	\$ 797,856	\$ 1,069,029	\$ 1,013,309	\$ 1,188,520
Loss on Disposal of Asset	\$ -	\$ 939	\$ -	\$ -	\$ -
Cap Out / Equipment	4,813	7,859	-	-	-
Cap Out/ Bus Shelter/other	20,625	5,590	24,000	24,000	24,000
Cap Out/Veh SpParts-Pev Mnt	268,893	169,159	209,698	203,065	208,143
Cap Out / ADA Services	-	140,665	190,047	190,047	190,047
Capital/Cap Improv	180,442	1,747,591	947,547	-	-
CAPITAL	\$ 474,773	\$ 2,071,804	\$ 1,371,292	\$ 417,112	\$ 422,190
TRANSIT TOTAL EXPENSES	\$ 2,264,530	\$ 3,984,021	\$ 3,499,635	\$ 2,530,012	\$ 2,773,992

FLEET MAINTENANCE

The Fleet Maintenance Fund has been established as an internal service fund to account for charge-backs to the respective departments of the City for labor, fuel, and parts for items needed to maintain City vehicles. The creation of this fund will assist the City in more accurately reflecting the true costs of vehicle maintenance by department.

The goals and objectives of this fund are incorporated within the overall Public Works Department goals outlined behind the General Fund tab.

FLEET MAINTENANCE FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Fuel Markup	\$ 1,653,629	\$ 1,095,091	\$ 1,837,197	\$ 1,169,099	\$ 1,222,336
Labor Fees	892,086	939,388	1,026,765	1,142,540	1,136,773
Parts Markup	985,413	1,093,418	1,460,365	1,434,129	1,471,233
Commercial Labor Markup	393,243	438,418	113,590	484,925	496,796
Other	11,615	9,314	19,470	9,685	9,933
TOTAL REVENUES	\$ 3,935,986	\$ 3,575,629	\$ 4,457,387	\$ 4,240,378	\$ 4,337,071

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Personnel	\$ 1,324,180	\$ 1,397,377	\$ 1,411,112	\$ 1,408,128	\$ 1,448,995
Operating	3,002,714	2,677,115	3,046,275	2,832,250	2,888,076
Capital	-	-	-	-	-
TOTAL EXPENSES	\$ 4,326,894	\$ 4,074,492	\$ 4,457,387	\$ 4,240,378	\$ 4,337,071

	2014	2015	2016	2017	2018
POSITION TITLES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Public Works Operations Manager	0.30	0.30	0.30	0.30	0.30
Fleet Superintendent	1.00	1.00	1.00	1.00	1.00
Mechanic Supervisor	2.00	2.00	2.00	2.00	2.00
Master Mechanic	10.00	10.00	10.00	10.00	10.00
Paint/Body Technician	1.00	1.00	1.00	1.00	1.00
Parts Manager	1.00	1.00	1.00	1.00	1.00
Welder	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist II	1.00	1.00	1.00	1.00	1.00
Auto Service Worker	1.00	1.00	1.00	1.00	1.00
FLEET FTE TOTAL	18.30	18.30	18.30	18.30	18.30

FLEET MAINTENANCE BUDGET DETAIL

REVENUE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Fleet/Labor Fees	\$ 892,086	\$ 939,388	\$ 1,026,765	\$ 1,142,540	\$ 1,136,773
Fleet/Pool Car Rentals	9,246	8,342	13,500	9,685	9,933
Fleet/Parts Mark Up	248,128	1,093,418	460,365	1,434,129	1,471,233
Fleet/Parts	(429)	-	-	-	-
Fleet/CommLabor & Markup	393,243	438,418	113,590	484,925	496,796
Fleet/Inventory Revenue	737,714	-	1,000,000	-	-
Fleet/CommLabor & Markup	-	(80)	-	-	-
Fleet/Airport Fuel	1,948	2,518	1,000	3,000	3,250
Pbl Wrks/Housing Auth Fuel	50,406	29,144	53,500	35,000	36,000
Pbl Wrks/Fuel Markup	1,601,275	1,063,430	1,783,697	1,131,099	1,183,086
Fleet/Library Fuel	-	247	-	-	-
Fleet/Library Fleet Parts	254	(285)	860	-	-
Fleet/Library Fleet Labor	740	70	2,610	-	-
Fleet/Sale Of Used Fleet Oil	1,375	-	900	-	-
Other Income/Recy Scrap Metal	-	1,119	600	-	-
Misc Rev/Miscellaneous	-	(98)	-	-	-
FLEET MAINTENANCE TOTAL REVENUES	\$ 3,935,987	\$ 3,575,630	\$ 4,457,387	\$ 4,240,378	\$ 4,337,071

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EXPENSE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 896,939	\$ 938,172	\$ 954,691	\$ 973,505	\$ 1,001,614
Overtime-Salaries	28,979	36,965	5,000	5,000	5,000
Tool Allowance	12,500	13,000	11,800	11,800	11,800
Retirement	65,379	68,781	68,331	66,372	68,287
401K General	14,082	14,343	14,274	14,274	14,274
FICA	67,503	71,231	68,567	70,864	72,886
Education Training Asst Prog	-	-	1,000	1,000	1,000
Group Life Insurance	1,067	2,167	4,440	2,196	2,196
Health Insurance	233,744	248,730	279,022	256,679	265,500
Workers Comp Premium	3,987	3,987	3,987	3,987	3,987
GAFC Employer in-kind	-	-	-	2,451	2,451
PERSONNEL	\$ 1,324,180	\$ 1,397,377	\$ 1,411,112	\$ 1,408,128	\$ 1,448,995
Maint & Rep/Equipment	\$ 9,555	\$ 2,100	\$ -	\$ 26,000	\$ 18,500
Maint & Rep/Vehicle	6,408	7,868	18,450	16,982	18,655
Maint & Rep/Museum of Art Veh	-	327,279	-	-	-
Maint & Rep/Buildings	12,194	7,168	12,500	15,000	15,000
Maint & Rep/Fleet Labor	9,615	5,972	9,738	7,167	7,167
Maint & Rep/Commercial Labor	-	3,114	513	3,785	3,880
Maint & Rep/Undergrd Strge Tan	7,442	11,594	9,000	15,000	15,000
Contracted Services	10,904	6,984	20,000	25,000	25,000
Cont Svcs/Copier Maint-City Wi	2,100	2,100	2,100	2,100	2,100
Cont Svcs/Laundry	7,449	6,981	7,175	7,180	7,180
Cont Svcs/ Radio Maint - Cityw	2,406	2,401	4,800	4,846	4,961
Telephone Wireless	-	969	1,128	1,128	1,128
Printing	-	212	400	400	400
General Ins Liab Prem	10,027	14,000	20,000	15,000	15,000
Supp & Mat-General Office	19,641	16,434	17,000	28,742	29,065
Supp & Mat-Computer Hardware	-	3,285	1,296	1,060	1,060
Supp & Mat-Computer Software	71,065	100,916	11,500	12,328	12,991
Supp & Mat- Small Tools	10,877	11,402	9,000	11,500	12,000
Supp & Mat/Short/Ovr Inventory	24,719	-	-	-	-
Supp & Mat/Uniforms	1,020	869	4,000	6,500	6,500
Fuel	1,598,935	1,110,488	1,626,538	1,100,000	1,110,000
Rent/Pool Car Rentals	-	-	718	1,489	1,527
Fleet Service Cost-Fixed	20,266	25,486	25,520	20,364	33,444
Fuel-Housing Authority	41,087	-	59,116	35,000	35,900
Fuel-Airport	1,836	-	1,025	3,000	3,300
Suspense-Clear out fleet PO's	-	876,385	-	-	-
Dues & Subscriptions	3,351	3,787	9,500	15,000	15,000
Travel/Training	6,838	4,131	5,000	5,000	5,000
Supp & Mat/ Fleet Management	(22,107)	6,287	-	-	-
Supp & Mat/ Inventory Expense	1,130,788	161,567	954,582	997,300	997,300
Contingencies	-	-	200,676	420,379	467,518
Pension Expense Contra Account	-	(53,697)	-	-	-
Pension Expense	-	3,876	-	-	-
OPERATING	\$ 2,986,418	\$ 2,669,957	\$ 3,031,275	\$ 2,797,250	\$ 2,864,576
Cap Out / Equipment	\$ 16,298	\$ 7,158	\$ 15,000	\$ 35,000	\$ 23,500
CAPITAL	\$ 16,298	\$ 7,158	\$ 15,000	\$ 35,000	\$ 23,500
FLEET MAINTENANCE TOTAL EXPENSES	\$ 4,326,897	\$ 4,074,493	\$ 4,457,387	\$ 4,240,378	\$ 4,337,071

SANITATION

The Sanitation Fund is established to account for the user charges, fees, and all operating costs associated with the operation of the Sanitation Division operated through the Public Works Department of the City. The Sanitation Division offers comprehensive solid waste services such as garbage, recyclables, bulky trash, leaf collection, as well as mosquito and rodent control. Annexations and growth within the city continues to challenge the division to maintain the level of service our citizens expect. The Sanitation Division will continue to strive to uphold the quality service our citizens are accustomed to while looking for additional means to provide efficient and effective service in order to manage the future cost of service within our growing city.

The goals and objectives of this fund are incorporated within the overall Public Works Department goals outlined behind the General Fund section.

SANITATION FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Refuse Fees	\$ 6,610,506	\$ 7,015,305	\$ 7,116,078	\$ 7,481,586	\$ 7,449,600
Cart & Dumpster Sales	127,413	91,196	140,000	93,020	94,880
Other Revenues	147,112	105,235	215,500	73,345	74,806
Transfer from General Fund	373,598	-	-	-	-
Bond Proceeds	315,000	360,000	330,000	-	-
TOTAL REVENUES	\$ 7,573,629	\$ 7,571,736	\$ 7,801,578	\$ 7,647,951	\$ 7,619,286

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Personnel	\$ 3,585,621	\$ 3,178,689	\$ 3,249,568	\$ 2,950,369	\$ 3,098,675
Operating	3,524,393	3,239,932	3,936,723	4,076,855	4,000,852
Capital	480,697	608,034	510,000	200,000	101,606
Debt Service	104,920	57,991	105,287	170,727	168,153
Transfer to VRF	-	-	-	250,000	250,000
TOTAL EXPENSES	\$ 7,695,631	\$ 7,084,646	\$ 7,801,578	\$ 7,647,951	\$ 7,619,286

	2014	2015	2016	2017	2018
POSITION TITLES	Actual	Actual	Original	Original	Plan
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Sanitation Manager	1.00	1.00	1.00	1.00	1.00
Sanitation Route Supervisor	1.00	1.00	1.00	1.00	1.00
Recycling Coordinator	1.00	1.00	1.00	1.00	1.00
Sanitation Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Sanitation Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.25	0.25	0.25	0.25	0.25
Pesticide Control Officer	1.00	1.00	1.00	1.00	1.00
Sanitation Crew Leader I	5.00	5.00	5.00	5.00	5.00
Sanitation Crew Leader II	16.00	16.00	16.00	16.00	16.00
Refuse Collector	35.00	35.00	35.00	35.00	35.00
SANITATION FTE TOTAL	62.45	62.45	62.45	62.45	62.45

SANITATION FUND BUDGET DETAIL

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Pbl Wrks/Extra Pickup	\$ 823	\$ 790	\$ 5,000	\$ 5,400	\$ 5,400
Pbl Wrks/Refuse Fees	6,610,506	7,015,297	7,116,078	7,481,586	7,449,600
Pbl Wrks/Cart And Dumpster	127,393	91,196	140,000	93,020	94,880
Rstrc Intgv/NC Mosquito Ctrl	7,955	-	7,000	-	-
Rstrc Intgv/Spec ST Fed Grant	62,669	7,500	5,000	-	-
Investment/Interest On Checkin	20	-	-	-	-
TRANSFERS IN/BOND PROCEEDS	315,000	360,000	330,000	-	-
Transfers/Trans From Gen Fund	373,598	-	-	-	-
Other Income/Recy Scrap Metal	6,037	9,657	10,000	10,245	10,552
Misc Rev/Miscellaneous	15,577	27,796	134,500	-	-
Other Income/Solid Waste Tax	48,330	55,459	54,000	57,700	58,854
Other Income/Multi-Fam Fen Rmb	5,720	-	-	-	-
SANITATION TOTAL REVENUES	\$ 7,573,628	\$ 7,567,695	\$ 7,801,578	\$ 7,647,951	\$ 7,619,286

	2014	2015	2016	2017	2018
EXPENSE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 2,187,083	\$ 2,023,990	\$ 1,995,789	\$ 1,962,046	\$ 1,960,702
Part-Time-Salaries	34,768	25,914	18,000	18,000	18,000
Overtime-Salaries	35,520	14,849	15,000	15,000	15,000
Car Allowance	1,259	722	1,260	1,260	1,260
Retirement	155,560	135,310	143,084	133,769	137,771
401K General	47,239	41,452	43,368	40,911	40,911
FICA	178,787	140,245	142,520	142,267	146,440
Group Life Insurance	5,459	4,529	9,442	4,442	4,442
Health Insurance	702,059	649,978	794,185	689,504	713,236
Workers Comp Premium	26,091	13,272	26,920	20,000	20,000
Workers Comp Loss	6,228	9,415	60,000	35,000	35,000
GAFC Employer in-kind	-	-	-	5,913	5,913
PERSONNEL	\$ 3,380,053	\$ 3,059,675	\$ 3,249,568	\$ 3,068,112	\$ 3,098,675
Ind Cost / Reim for Ind Cost	\$ 749,041	\$ 862,157	\$ 862,157	\$ 888,022	\$ 914,662
Maint & Rep/Equipment	75,572	-	-	-	-
Maint & Rep/Vehicle	407,265	326,413	462,275	438,664	449,630
Maint & Rep/Buildings	73	1,018	10,000	10,000	10,000
Maint & Rep/Fleet Labor	170,691	193,606	184,500	247,277	253,458
Maint & Rep/Commercial Labor	-	-	-	99,392	101,877
Maint & Rep Dumpsters	-	114,040	44,000	106,800	106,800
Maint & Rep/Rollouts	-	55,046	33,000	56,000	56,000
Contracted Services	224,900	200,106	250,000	264,640	264,640
Cont Svcs/Copier Maint-City Wi	700	527	527	527	527

EXPENSE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Cont Svcs/Laundry	50,058	40,671	49,000	49,000	49,000
Cont Svcs/ Radio Maint - Cityw	5,159	5,159	10,320	10,418	10,418
Telephone Wireless	-	5,261	5,364	5,217	5,217
Printing	5,940	2,275	6,000	6,000	6,000
General Ins Liab Prem	62,032	67,487	70,000	60,000	60,000
Gen Ins Liab Loss	12,969	42,875	20,000	40,000	40,000
Supp & Mat-General Office	22,797	18,691	60,000	86,318	86,387
Supp & Mat-Computer Hardware	-	191	1,296	1,296	1,296
Supp & Mat-Computer Software	-	3,150	9,780	1,950	1,300
Supp & Mat- Small Tools	4,232	3,288	5,000	5,000	5,000
Supp & Mat/Uniforms	6,826	8,977	12,500	12,500	12,500
Fuel	324,858	218,857	370,290	227,537	242,270
Rent/Pool Car Rentals	-	-	615	360	370
Fleet Service Cost-Fixed	1,291,039	1,065,945	1,066,190	1,295,000	1,295,000
Suspense Account/Contingencies	-	-	375,409	18,694	-
Dues & Subscriptions	406	675	1,000	1,000	1,000
Travel/Training	1,527	2,748	4,500	4,500	4,500
Supp & Mat/ Recycling	5,375	770	20,000	20,000	20,000
Composting Site	-	-	3,000	3,000	3,000
Depreciation	48,590	-	-	-	-
Pension Expense Contra Account	-	(134,242)	-	-	-
Pension Expense	-	9,689	-	-	-
OPERATING	\$ 3,470,051	\$ 3,115,379	\$ 3,936,723	\$ 3,959,112	\$ 4,000,852
Loss on Disposal of Asset	\$ -	\$ 144,892	\$ -	\$ -	\$ -
Cap Out / Equipment	97,941	152,763	160,000	200,000	150,000
Cap Out/ Multi Fam Recycle Cen	382,756	455,271	300,000	-	-
Capital Imp/Pollution preventi	-	-	50,000	-	-
Cap Out/ Bond Admin Expense	27,535	-	-	-	-
CAPITAL	\$ 508,232	\$ 752,926	\$ 510,000	\$ 200,000	\$ 150,000
Trnf to Debt Service	\$ -	\$ 12,992	\$ 105,287	\$ 170,727	\$ 119,759
Trnf to General Fund	104,920	-	-	-	-
Trnf to Vehicle Replacement	-	-	-	250,000	250,000
TRANSFERS	\$ 104,920	\$ 12,992	\$ 105,287	\$ 420,727	\$ 369,759
SANITATION TOTAL EXPENSES	\$ 7,463,255	\$ 6,940,972	\$ 7,801,578	\$ 7,647,951	\$ 7,619,286

STORMWATER UTILITY

The Stormwater Utility is an enterprise fund established to implement the City's Stormwater Management Program. Revenue for this program is generated through a Stormwater fee paid by citizens owning improved property with buildings, parking lots, driveways, etc. The Stormwater Management Program is implemented through the Public Works Department's Engineering and Street Maintenance Divisions. It is directed at compliance with federal and state environmental regulations through the implementation of local development regulations, capital improvements, and storm drain maintenance.

In August 2016 Public Works completed Stormwater Master Planning for the seven basins located within the City of Greenville. These products will be used to assist with maintenance activities, assess capital improvement project needs, meet state and federal stormwater requirements, and aid in quality assurance of new/redevelopment efforts in the City of Greenville.

The goals and objectives of this fund are incorporated within the overall Public Works Department goals outlined behind the General Fund section.



STORMWATER FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Stormwater Utility Fee	\$ 3,667,563	\$ 4,354,309	\$ 4,903,758	\$ 5,374,886	\$ 5,928,998
Other Revenues	2,450	167,930	2,000	-	-
Transfer from Other Funds	1,243	-	-	-	-
Appropriated Fund Balance	-	-	-	475,333	-
TOTAL REVENUES	\$ 3,671,256	\$ 4,522,239	\$ 4,905,758	\$ 5,850,219	\$ 5,928,998

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Personnel	\$ 1,602,482	\$ 1,261,563	\$ 1,374,289	\$ 1,427,041	\$ 1,469,997
Operating	1,057,358	1,333,290	2,470,787	1,423,178	1,416,001
Capital	134,342	3,112,364	693,722	3,000,000	3,043,000
Transfer Out	3,675,669	257,515	366,960	-	-
TOTAL EXPENSES	\$ 6,469,851	\$ 5,964,732	\$ 4,905,758	\$ 5,850,219	\$ 5,928,998

	2014	2015	2016	2017	2018
POSITION TITLES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Administrative Assistant	0.40	0.40	0.40	0.40	0.40
Administrative Assistant	0.05	0.05	0.05	0.05	0.05
Asst Street Superintendent	1.00	1.00	1.00	1.00	1.00
City Engineer	0.20	0.20	0.20	0.20	0.20
Civil Engineer I	0.05	0.05	0.05	0.05	0.05
Civil Engineer II	1.65	1.65	1.65	1.65	1.65
Civil Engineer III	0.60	0.60	0.60	0.60	0.60
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Engineering Assistant I	0.70	0.70	0.70	0.70	0.70
Engineering Assistant II	1.25	1.25	1.25	1.25	1.25
Equipment Operator III	3.00	3.00	3.00	3.00	3.00
Equipment Operator IV	4.00	4.00	4.00	4.00	4.00
Equipment Operator V	1.00	1.00	1.00	1.00	1.00
GIS Technician II	0.10	0.10	0.10	0.10	0.10
Laborer	5.60	5.60	5.60	5.60	5.60
Streets Superintendent	0.35	0.35	0.35	0.35	0.35
Streets Supervisor	2.00	2.00	2.00	2.00	2.00
Suveyor/Floodplain Coordinator	0.25	0.25	0.25	0.25	0.25
Equipment Operator I	1.00	1.00	1.00	1.00	1.00
STORMWATER FTE TOTAL	23.40	23.40	23.40	23.40	23.40

STORMWATER UTILITY BUDGET DETAIL

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Transfers/Stormwater Util	\$ 3,668,806	\$ 4,324,724	\$ 4,903,758	\$ 5,374,886	\$ 5,928,998
Transfers/Stormwater Mas	1,243	-	-	-	-
Fund Balance Appropriated	-	-	-	475,333	-
Other Income/Recy Scrap Metal	1,207	582	2,000	-	-
STORMWATER UTILITY TOTAL REVENUES	\$ 3,671,256	\$ 4,325,306	\$ 4,905,758	\$ 5,850,219	\$ 5,928,998

	2014	2015	2016	2017	2018
EXPENSE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 74,025	\$ (83,408)	\$ 47,624	\$ 34,095	\$ 35,118
Overtime-Salaries	247	-	-	-	-
Car Allowance	722	722	720	720	720
Retirement	3,297	3,063	3,415	3,057	3,149
401K General	547	469	546	468	468
FICA	3,059	2,834	2,995	2,870	2,915
Group Life Insurance	0	1	224	101	101
Health Insurance	9,322	7,827	11,073	6,789	7,022
GAFC Employer in-kind	-	-	-	78	78
PERSONNEL	\$ 91,221	\$ (68,493)	\$ 66,597	\$ 48,178	\$ 49,571
Loss on Disposal of Asset	\$ -	\$ 88,655	\$ -	\$ -	\$ -
Suspense Account/Contingencies	-	-	1,407,160	-	-
Depreciation	9,798	127,641	-	-	-
Pension Expense Contra Account	-	(80,545)	-	-	-
Pension Expense	-	5,813	-	-	-
Contra-Street Improvements	(118,024)	-	-	-	-
OPERATING	\$ (108,226)	\$ 141,564	\$ 1,407,160	\$ -	\$ -
Cap Out/ Reedy/Fornes/Brnch	\$ -	\$ 34,248	\$ -	\$ -	\$ -
Cap Improv/Storm Drainage Impr	118,125	(35,423)	-	-	-
Cap Improv/Watershed Master PI	8,220	-	-	-	-
Cap Improv/Storm Drainage Impr	-	-	339,000	-	-
Cap Improv/SW Emergency Repair	3,600	1,176	254,722	998,944	1,027,820
Cap Improv/Stream Bank Stabili	-	-	-	200,000	202,000
CAPITAL	\$ 129,945	\$ 0	\$ 593,722	\$ 1,198,944	\$ 1,229,820
Reimbursement Indirect Costs	\$ 265,531	\$ 406,056	\$ 406,056	\$ 406,056	\$ 406,056
INDIRECT COST REIMBURSEMENT	\$ 265,531	\$ 406,056	\$ 406,056	\$ 406,056	\$ 406,056
Prin/ Debt Payments	\$ -	\$ 2,005	\$ 194,534	\$ 286,787	\$ 332,913
Interest/Payment	192,079	182,252	172,426	162,699	148,361
Transfer to Watershed MP	3,200,000	247,515	-	1,300,000	1,326,000
Transf to Storm Drainage	50,000	-	-	-	-
Trnf to Town Crk Culvert	425,669	-	-	-	-
Trnf to General Fund	-	10,000	-	-	-
TRANSFERS	\$ 3,867,748	\$ 441,772	\$ 366,960	\$ 1,749,486	\$ 1,807,274
STORMWATER ADMINISTRATION	\$ 4,246,219	\$ 920,900	\$ 2,840,495	\$ 3,402,664	\$ 3,492,721

EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Regular-Salaries	\$ 742,895	\$ 663,306	\$ 612,979	\$ 684,900	\$ 705,394
Overtime-Salaries	21,316	13,910	4,000	4,000	4,000
Retirement	54,448	48,088	43,942	46,162	47,544
401K General	15,497	14,387	11,661	14,274	14,274
FICA	56,668	49,849	44,781	49,649	51,121
Education Training Asst Prog	800	646	-	-	-
Group Life Insurance	5	5	2,857	1,517	1,517
Health Insurance	188,923	188,887	184,643	217,587	225,082
Workers Comp Premium	4,691	4,691	4,691	300	300
Workers Comp Loss	-	-	5,000	2,500	2,500
GAFC Employer in-kind	-	-	-	1,167	1,167
PERSONNEL	\$ 1,085,244	\$ 983,768	\$ 914,554	\$ 1,022,056	\$ 1,052,899
Maint & Rep/Commercial Labor	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
Maint & Rep/Equipment	8,801	521	-	-	-
Maint & Rep/Vehicle	12,081	-	55,000	45,000	45,250
Maint & Rep/Fleet Labor	33,608	-	45,500	50,000	50,633
Contracted Services	33,616	18,852	28,500	95,000	95,000
Cont Svcs/Copier Maint-City Wi	700	320	320	320	320
Cont Svcs/Laundry	8,131	7,608	8,500	8,500	8,500
Cont Svcs/ Radio Maint - Cityw	2,279	2,279	4,560	2,934	3,073
Telephone Wireless	980	1,372	1,896	1,341	1,341
General Ins Liab Prem	4,201	500	4,000	3,500	3,500
Supp & Mat-SW General	57,448	67,848	155,403	117,191	109,978
Supp & Mat-Computer Hardware	-	-	1,296	1,296	1,950
Supp & Mat- Small Tools	-	46	5,800	2,500	2,500
Supp & Mat/Uniforms	169	3,587	5,000	5,000	5,000
Fuel	48,549	-	56,375	38,150	40,170
Fleet Service Cost-Fixed	32,378	46,217	46,240	20,372	20,372
Travel/Training	1,000	750	1,500	1,500	1,500
Equipment Rental	16,408	1,650	15,000	8,000	8,000
OPERATING	\$ 260,349	\$ 151,550	\$ 434,890	\$ 410,604	\$ 407,087
Cap Out / Equipment	\$ -	\$ 111,745	\$ -	\$ 95,000	\$ 95,000
CAPITAL	\$ -	\$ 111,745	\$ -	\$ 95,000	\$ 95,000
STORMWATER STREET MAINTENANCE	\$ 1,345,593	\$ 1,247,064	\$ 1,349,444	\$ 1,527,660	\$ 1,554,986

EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Contracted Services	\$ -	\$ 400	\$ 15,000	\$ 15,000	\$ 15,000
STORMWATER BUILDINGS & GROUNDS	\$ -	\$ 400	\$ 15,000	\$ 15,000	\$ 15,000

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EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Regular-Salaries	\$ 332,025	\$ 348,506	\$ 293,039	\$ 256,383	\$ 264,077
Part-Time-Salaries	-	-	2,000	2,000	2,000
Overtime-Salaries	131	-	1,000	1,000	1,000
Retirement	23,484	24,595	21,011	17,280	17,799
401K General	4,203	4,213	3,783	3,276	3,276
FICA	24,001	25,262	21,085	18,597	19,149
Group Life Insurance	1	1	1,381	569	569
Health Insurance	69,867	70,445	77,726	57,091	59,046
Workers Comp Premium	741	741	741	300	300
GAFC Employer in-kind	-	-	-	311	311
PERSONNEL	\$ 454,452	\$ 473,762	\$ 421,766	\$ 356,807	\$ 367,527
Maint & Rep/Vehicle	\$ 197	\$ (37)	\$ 3,075	\$ 5,000	\$ 6,000
Maint & Rep/Fleet Labor	573	(814)	3,588	3,300	4,000
Maint & Rep/Commercial Labor	-	-	-	500	500
Maint & Rep/SW Emergency Repai	-	-	-	100,000	100,000
Contracted Services	118,905	120,206	125,000	175,000	125,000
Cont Svcs/Copier Maint-City Wi	700	320	320	320	320
Cont Svcs/Laundry	-	-	350	500	500
Cont Svcs/ Radio Maint - Cityw	599	599	1,248	2,934	3,073
Telephone Wireless	1,482	3,248	3,984	2,760	2,760
Advertising	-	58	500	500	500
Printing	9	1,394	1,000	1,500	1,500
General Ins Liab Prem	2,021	500	2,000	3,500	3,500
Supp & Mat-General Office	834	1,300	2,300	13,564	13,901
Supp & Mat-Computer Hardware	90	650	2,350	2,350	650
Supp & Mat-Computer Software	-	-	-	7,800	6,000
Supp & Mat- Small Equip	324	2,331	7,500	3,000	500
Supp & Mat/Uniforms	-	-	300	1,000	1,000
Fuel	876	(1,126)	3,178	1,000	2,000
Fleet Service Cost-Fixed	7,912	6,056	6,060	6,060	6,060
Dues & Subscriptions	215	205	300	1,000	1,000
Travel/Training	2,385	2,273	5,500	6,000	5,500
Supp & Mat/ Surveying	-	-	500	500	500
Public Education	4,488	7,851	10,000	10,000	10,000
OPERATING	\$ 141,610	\$ 145,014	\$ 179,053	\$ 348,088	\$ 294,764
Capital Imp/Pollution preventi	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Cap Out / Equipment	4,846	-	-	200,000	204,000
CAPITAL	\$ 4,846	\$ -	\$ 100,000	\$ 200,000	\$ 204,000
STORMWATER ENGINEERING	\$ 600,908	\$ 618,776	\$ 700,819	\$ 904,895	\$ 866,291
STORMWATER UTILITY TOTAL EXPENSES	\$ 6,192,720	\$ 2,787,140	\$ 4,905,758	\$ 5,850,219	\$ 5,928,998

COMMUNITY DEVELOPMENT HOUSING

The Housing Division will administer US Department of Housing and Urban Development Community Development Block Grant Funds and local bond funds. The funds are used to develop programs to serve low and moderate-income households. To this end, this fund is responsible for monitoring programs for compliance with local, state, and federal program standards. This fund also provides housing rehabilitation assistance to owner-occupants, assistance to nonprofit agencies, down-payment assistance to first-time homebuyers, acquisition and demolition of substandard structures, and program administrative funding.

COMMUNITY DEVELOPMENT HOUSING BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
CDBG Grant	\$ 2,408,892	\$ 1,006,478	\$ 800,219	\$ 796,296	\$ 796,296
HOME Grant	2,943,831	446,867	329,316	327,047	327,047
Program Income	463,120	25,786	-	-	-
Transfer from General Fund	518,995	211,327	313,835	292,684	307,806
TOTAL REVENUES	\$ 6,334,838	\$ 1,690,458	\$ 1,443,370	\$ 1,416,027	\$ 1,431,149

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Personnel	\$ 738,513	\$ 285,248	\$ 332,864	\$ 463,182	\$ 479,896
Operating	4,389,332	1,383,869	1,055,506	952,845	951,253
Capital	-	-	-	-	-
Transfer Out	1,115,900	-	55,000	-	-
TOTAL EXPENSES	\$ 6,243,745	\$ 1,669,117	\$ 1,443,370	\$ 1,416,027	\$ 1,431,149

	2014	2015	2016	2017	2018
POSITION TITLES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Housing Rehab Specialist	2.00	2.00	2.00	2.00	2.00
Loan Administrator	1.00	1.00	1.00	1.00	1.00
Planner I	0.70	0.70	0.70	0.70	0.70
Planner I	0.30	0.30	0.30	0.30	0.30
Planner II	2.00	2.00	2.00	2.00	2.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Staff Support Specialist II	1.00	1.00	1.00	1.00	1.00
HOUSING FTE TOTAL	8.00	8.00	8.00	8.00	8.00

COMMUNITY DEVELOPMENT HOUSING BUDGET DETAIL

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Rstrc Intgv/Prop Owners Mtchg	\$ 2,200	\$ -	\$ -	\$ -	\$ -
Rstrc Intgv/Anl CDBG Grnt Fnd	801,311	1,006,478	800,219	796,296	796,296
Comm Dev/HUD-City Of Gville	537,090	446,867	329,316	327,047	327,047
Comm Dev/CDBG Income	13,718	15,792	-	-	-
Comm Dev/Sale Of Acquired Prop	-	11,976	-	-	-
Comm Dev/Home Prog Principal	8,246	15,615	-	-	-
Comm Dev/Swr-Oakgrove Penlties	-	1	-	-	-
Contra Revenue/Loan Issue	-	(31,408)	-	-	-
Transfers/Trans From Gen Fund	130,427	211,327	313,835	292,684	307,806
Transfers/94 Pre-Entitled Fund	8,697	-	-	-	-
Transfers/Small Business Loan	51,000	-	-	-	-
Misc Rev/Miscellaneous	25	13,810	-	-	-
HOUSING TOTAL REVENUES	\$ 1,552,714	\$ 1,690,458	\$ 1,443,370	\$ 1,416,027	\$ 1,431,149

	2014	2015	2016	2017	2018
EXPENSE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 205,805	\$ 161,908	\$ 253,857	\$ 313,751	\$ 325,366
Retirement	14,490	12,343	15,209	18,067	18,860
401K General	3,152	2,550	3,120	4,290	4,290
FICA	15,259	13,076	15,732	23,273	24,138
Group Life Insurance	1	1	958	601	601
Health Insurance	29,341	25,706	34,667	69,403	71,789
Workers Comp Premium	-	9,321	9,321	100	100
Retirement	5,517	4,469	4,584	1,963	2,022
401K General	1,206	939	936	390	390
FICA	5,627	4,543	4,580	2,081	2,142
Group Life Insurance	1	0	307	65	65
Health Insurance	18,262	14,986	16,822	6,485	6,708
Regular-Salaries	152	141	-	-	-
Retirement	7,943	6,768	8,781	4,050	4,172
401K General	1,676	1,393	1,794	780	780
FICA	8,110	6,964	8,803	4,354	4,484
Group Life Insurance	0	0	575	135	135
Health Insurance	22,915	20,141	29,589	13,394	13,854
PERSONNEL	339,458	285,248	409,635	463,182	479,896
Special Services	-	(15,579)	-	-	-
Maint & Rep/Equipment	-	-	600	-	-
Maint & Rep/Vehicle	668	213	-	-	-

EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Maint & Rep/Fleet Labor	960	488	7,600	-	-
Maint & Rep/comm labor-Uninsur	-	104	-	-	-
Contracted Services	18,184	25,543	3,000	20,000	20,000
Contracted Services	-	-	-	2,800	-
Printing	2,543	5,123	2,000	2,750	2,750
General Ins-Liab Premium	-	6,000	15,960	-	-
Supp & Mat-General Office	2,241	4,346	4,000	11,721	11,858
Fuel	1,569	1,108	2,000	35,000	36,000
Fleet Service Cost-Fixed	2,000	500	1,000	7,748	7,748
Dues & Subscriptions	100	632	2,150	2,000	2,000
Travel/Training	5,657	7,435	4,000	5,000	5,000
Demolition	-	85,473	30,000	42,000	42,000
Economic Development Act	45,000	15,000	100,219	50,000	50,000
Housing Rehab	292,579	398,881	182,000	486,000	486,000
Program Administration	31,703	12,361	38,000	-	-
Public Service	54,023	93,273	100,000	-	-
Public Facility	71,546	219,824	200,000	100,000	100,000
Relocation	12,003	-	5,000	-	-
Maint & Rep/Vehicle	11	-	-	-	-
Maint & Rep/Fleet Labor	195	-	87	-	-
Contracted Services	-	750	-	-	-
Printing	-	1,478	-	-	-
General Ins-Liab Premium	-	-	-	1,000	1,000
Supp & Mat-General Office	-	12	-	-	-
Dues & Subscriptions	-	124	1,200	-	-
Travel/Training	111	1,674	-	-	-
Downpayment Assistance	15,325	17,440	30,000	60,000	60,000
Housing Rehab	472,018	257,785	67,919	29,126	30,000
MultiFam Rental Housing	22,500	-	-	-	-
New Construction	-	-	150,000	65,000	65,000
Program Administration	72,660	59,136	32,000	32,700	31,897
Consortium Activities / CHDO	14,772	140,541	55,000	-	-
Contra Expense (Loan Issue)	-	(31,408)	-	-	-
OPERATING	\$ 1,138,371	\$ 1,323,835	\$ 1,033,735	\$ 952,845	\$ 951,253
Cap Improv /Acquisitions	\$ 216,277	\$ 75,613	\$ -	\$ -	\$ -
CAPITAL	\$ 216,277	\$ 75,613	\$ -	\$ -	\$ -
HOUSING TOTAL EXPENSES	\$ 1,694,105	\$ 1,684,696	\$ 1,443,370	\$ 1,416,027	\$ 1,431,149

CAPITAL RESERVE

The Capital Reserve fund is used to accumulate funds to be used for future capital improvements. These improvements consist of construction and other capital projects. Funds are transferred into this fund annually based on the prior year's results from operations.

CAPITAL RESERVE BUDGET DETAIL

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Investment Earnings	1	-	-	-	-
Transfers/Trans From Gen Fund	25,000	43,370	-	460,000	-
Transfers/Convention Center	390,487	-	-	-	-
Fund Balance Appropriated	-	-	50,000	1,623,419	-
CAPITAL RESERVE TOTAL REVENUES	\$ 415,488	\$ 43,370	\$ 50,000	\$ 2,083,419	\$ -

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Increase in Reserve	-	43,370	-	-	-
Trnf to Capital Project Fund	-	-	-	2,083,419	-
Trnf to General Fund	1,779,000	-	50,000	-	-
CAPITAL RESERVE TOTAL EXPENSES	\$ 1,779,000	\$ 43,370	\$ 50,000	\$ 2,083,419	\$ -

HEALTH

The Health fund is an internal service fund, which accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the self-funded City, on a cost-reimbursement basis. This fund is used to account for the administration of the City's health insurance program.

HEALTH FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
City Employer Contribution	\$ 8,896,226	\$ 8,394,660	\$ 9,189,755	\$ 8,837,053	\$ 9,197,718
City Employee Contribution	1,673,797	1,624,498	1,732,579	1,245,311	991,464
CVA Contribution	44,920	45,988	64,875	48,670	51,713
Library Contribution	169,590	177,134	179,733	176,895	182,536
Airport Contribution	138,940	158,947	144,865	168,179	173,411
Housing Authority Contribution	568,368	597,920	528,535	581,284	599,541
Retiree Contribution	1,166,350	1,094,678	1,295,202	1,311,058	1,349,309
Other Revenues	76,425	86	-	4,246	4,246
Insurance Company Refund/Reimb	236,127	242,752	188,219	240,000	240,000
Appropriated Fund Balance	-	-	713,677	172,876	345,752
TOTAL REVENUES	\$ 12,970,743	\$ 12,336,663	\$ 14,037,440	\$ 12,785,572	\$ 13,135,690

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
City	\$ 8,747,180	\$ 9,854,263	\$ 11,618,278	\$ 10,851,187	\$ 11,137,330
Library	145,597	186,670	210,627	209,203	216,313
CVA	34,342	38,511	58,487	52,814	54,611
Housing	564,393	782,673	643,980	812,915	841,305
Airport	111,143	156,146	165,992	177,167	183,234
Retiree	770,627	563,766	1,245,820	592,286	612,897
Other Expenses	55,721	56,819	94,256	90,000	90,000
TOTAL EXPENSES	\$ 10,429,003	\$ 11,638,848	\$ 14,037,440	\$ 12,785,572	\$ 13,135,690

HEALTH FUND BUDGET DETAIL

REVENUE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Transfers/Trans From Gen Fund	\$ 783,044	\$ -	\$ -	\$ -	\$ -
Fund Balance Approp-Health Ins	-	-	713,677	172,876	345,752
City-Empr Contribution	7,694,585	7,930,051	8,715,396	8,467,146	8,820,413
City-Emp Contribution	1,478,828	1,432,089	1,530,735	923,151	665,483
City-CVA Cont-Emp Cont	4,845	2,824	5,989	3,211	3,211
City-CVA Cont-Empr Cont	34,841	36,468	52,684	42,354	45,319
City-Library Emp Cont	19,724	17,407	63,452	12,043	12,043
City-Library Empr Cont	141,553	149,304	106,841	152,214	157,541
City-Airport Emp Cont	18,259	19,071	51,517	15,920	15,920
City-Airport-Empr Cont	113,496	132,190	85,463	138,711	143,566
City-Hsg Auth Emp Con	76,017	71,650	68,798	48,402	48,402
City-Hsg Auth Empr Con	464,377	489,546	429,263	496,884	514,275
City-Emp Cont Retiree	412,254	406,855	429,529	218,156	218,156
City-Empr Retr Contri	754,096	687,822	865,673	1,092,902	1,131,153
City-Empr Cont-Dental	327,685	347,611	350,178	369,907	377,305
City-Emp Cont-Dental	194,969	192,409	201,844	212,960	212,960
City-CVA Emp-Dental	859	763	993	869	869
City-CVA Empr-Dental	3,544	3,515	4,102	2,236	2,314
City-Lib Emp-Dental	2,848	3,348	2,971	3,681	3,681
City-Lib Empr-Dental	5,419	6,325	5,822	6,557	6,786
City-Airpt Emp-Dental	2,368	2,492	2,540	2,773	2,773
City-Airpt Empr-Dental	4,816	5,194	5,345	5,975	6,184
City-H/A Emp - Dental	10,126	11,781	10,174	11,251	11,251
City-H/A Empr - Dental	16,972	22,001	17,346	22,347	23,129
City-City Spous Srchrg	90,912	81,593	91,869	66,000	68,310
City-Lib Spous Srchrg	46	-	62	-	-
City-CVA Spous Srchrg	831	2,418	1,107	-	-
City-H/A Spous Srchrg	877	-	923	-	-
City-City Tobco Srchrg	33,974	35,405	32,312	43,200	44,712
City-Lib Tobco Srchrg	600	750	585	2,400	2,484
City-H/A Tobco Srchrg	2,446	2,943	2,031	2,400	2,484
City-Airport Tobco Srchrg	-	-	-	4,800	4,968
Misc Rev/Miscellaneous	58	86	-	-	-
Misc Rev/Lib Budget Deficit	14,474	-	-	-	-
Misc Rev/CVA Budget Deficit	3,364	-	-	-	-
Misc Rev/Airp Budget Deficit	21,509	-	-	-	-
Misc Rev/Ins Co Rfnd-Reim	235,963	242,752	188,000	240,000	240,000
Misc Rev/Lib-Psori-Reimb	35	-	47	53	53
Misc Rev/CVA-Pcori-Reimb	10	-	13	15	15

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Misc Rev/Airp-Pcori-Reimb	21	-	28	43	43
Misc Rev/H/A-Pcori-Reimb	98	-	131	194	194
Misc Rev/City PCORI – Reimb	-	-	-	3,941	3,941
HEALTH TOTAL REVENUES	\$ 12,970,744	\$ 12,336,663	\$ 14,037,440	\$ 12,785,572	\$ 13,135,690

	2014	2015	2016	2017	2018
EXPENSE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Contracted Services	\$ 57,423	\$ 61,875	\$ 67,500	\$ 67,500	\$ 67,500
Claims/Airport Dental Tra	5,418	7,342	8,195	7,650	7,803
Claims/City Dental Trans	418,081	510,138	573,381	557,816	568,972
Claims/CVA Dental Trans	2,077	2,247	3,432	2,921	2,979
Claims/ Library Dental Trans	6,266	9,214	9,064	10,541	10,752
Hlth Ins / Admin Fees - Denta	23,130	23,109	36,303	24,256	24,741
Hlth Ins / Admin- Expense CY	344,532	473,437	542,432	414,540	422,595
Hlth Ins/AIR Trans to Clms Acc	94,887	136,611	139,791	156,118	161,583
Hlth Ins/Airport Adm Expense	5,457	5,891	9,105	6,633	6,762
Hlth Ins /Annual IBNR	265,217	(354,617)	-	-	-
Hlth Ins/CIGNA Emplrer Retiree	631,700	414,625	1,033,938	429,137	444,157
Hlth Ins / City Stop Loss	315,186	339,647	489,886	390,473	410,003
Hlth Ins/City Trns To Clms Acc	7,323,612	8,795,854	9,908,776	9,392,661	9,639,578
Hlth Ins / CVA Admin Expense	1,791	2,116	3,063	2,764	2,817
Hlth Ins / CVA Stop los	1,518	2,093	2,525	2,603	2,733
Hlth Ins/CVA Trns to Clms Acc	28,831	31,908	49,254	44,330	45,881
Hlth Ins/H/A Trns to Clms Acc	523,162	740,237	579,135	766,145	792,960
Hlth Ins/ H/A Stop Loss	19,065	20,302	29,785	21,866	22,960
Hlth Ins / H/A Adm Expense	20,814	20,533	32,917	23,214	23,665
Hlth Ins/LIB Trns to Clms Acc	122,689	159,033	175,989	179,787	186,080
Hlth Ins/LIB Adm Expense	8,477	8,959	13,106	9,338	9,520
Hlth Ins / Library Stop loss	7,760	8,858	11,834	8,937	9,350
Hlth Ins/ Retiree Adm Costs	72,233	74,923	110,731	84,013	85,646
Hlth Ins / Retiree Stop Loss	66,695	74,217	101,151	79,136	83,094
Hlth Ins / Stop Loss-Airport	5,002	5,827	8,267	6,248	6,560
Hlth Ins / PCORI	1,964	4,798	3,928	3,941	3,941
Wellnes Program	53,593	56,819	90,000	90,000	90,000
Hlth Ins / Admin Fees - Denta	125	147	213	182	186
Hlth Ins / PCORI	10	22	20	15	15
Hlth Ins / Admin Fees - Denta	380	410	634	474	483
Hlth Ins / PCORI	21	64	42	43	43
Hlth Ins / Admin Fees - Denta	405	512	634	547	558
Hlth Ins / Admin Fees - Denta	1,352	1,360	2,143	1,496	1,526
Hlth Ins / PCORI	98	242	196	194	194
HEALTH TOTAL REVENUES	\$ 10,429,002	\$ 11,638,848	\$ 14,037,440	\$ 12,785,572	\$ 13,135,690

FACILITIES IMPROVEMENT

This fund was established with the fiscal year 2015 budget to develop a ten (10)-year plan for major maintenance, renovation, and repair needs for City of Greenville maintained buildings, facilities, and structures. The majority of maintenance needs or projects are associated with the need for safety, asset protection, and life-cycle assurance.

FACILITIES IMPROVEMENT BUDGET DETAIL

REVENUE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Transfers/Trans From Gen Fund	-	1,545,434	2,317,630	1,590,000	1,642,000
FACILITIES IMPROVEMENT TOTAL REVENUES	\$ -	\$ 1,545,434	\$ 2,317,630	\$ 1,590,000	\$ 1,642,000

EXPENSE ACCOUNTS	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL	2017 ORIGINAL	2018 PLAN
Capital/Cap Improv	-	752,770	2,317,630	1,590,000	1,642,000
FACILITIES IMPROVEMENT TOTAL EXPENSES	\$ -	\$ 752,770	\$ 2,317,630	\$ 1,590,000	\$ 1,642,000

VEHICLE REPLACEMENT

The Vehicle Replacement fund is an internal service fund, which accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the City, on a cost-reimbursement basis. This replacement fund accounts for monies to fund the City's capital budget, for the replacement of vehicles. All vehicles/equipment that are/ is maintained by the Fleet Maintenance Division of the Public Works Department are considered under this fund. This fund minimizes fluctuations in the annual budget vehicle expenditures and establishes manageable replacement cycles.

VEHICLE REPLACEMENT FUND BUDGET SUMMARY

	2014	2015	2016	2017	2018
SUMMARY OF REVENUES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Sale of Property	\$ 129,819	\$ 219,488	\$ -	\$ 223,000	\$ 227,460
Other Revenues	-	-	-	50,000	51,000
Insurance Proceeds	156,047	-	-	-	-
Transfer from City Departments	3,597,337	2,635,322	2,807,071	3,176,826	3,328,636
Transfer from Sanitation Fund	-	-	-	250,000	250,000
Appropriated Fund Balance	-	-	1,032,291	1,366,917	1,077,674
TOTAL REVENUES	\$ 3,883,203	\$ 2,854,810	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770

	2014	2015	2016	2017	2018
SUMMARY OF EXPENSES	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Capital Equipment	\$ 4,924,343	\$ 3,334,759	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770
TOTAL EXPENSES	\$ 4,924,343	\$ 3,334,759	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770

VEHICLE REPLACEMENT BUDGET DETAIL

REVENUE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Fleet/Fleet Service Cost-Fixed	\$ 20,266	\$ 25,486	\$ 25,520	\$ 20,364	\$ 33,444
Fleet/City Manager	-	-	2,360	2,359	2,359
Fleet/Human Resources	2,140	3,372	3,380	3,372	3,372
Fleet/Information Technology	2,670	3,430	3,430	3,430	3,430
Fleet/Fire & Rescue	756,005	324,442	380,662	412,612	477,024
Fleet/Financial Services	1,580	1,579	1,580	3,920	3,920
Fleet/Community Development	7,290	12,142	11,660	30,540	30,540
Fleet/Police	864,965	676,725	702,174	766,481	807,356
Fleet/Rec & Parks	145,713	138,773	142,104	175,843	179,101
Fleet/Public Works	1,759,746	320,878	341,147	359,423	389,608
Fleet/Transit	34,711	60,191	74,564	77,050	77,050
Fleet/Sanitation	-	1,065,945	1,066,190	1,295,000	1,295,000
Fleet/Public Information	2,252	2,359	-	-	-
Fleet Service Cost-Fixed/Storm	-	52,813	52,300	26,432	26,432
Comm Dev/Sale Of Property	129,819	219,488	-	223,000	227,460
Transfers/Sanitation	-	-	-	250,000	250,000
Fund Balance Appropriated	-	-	1,032,291	1,366,917	1,077,674
Misc Rev/Miscellaneous	-	-	-	50,000	51,000
Other Income/Fire Truck	156,047	-	-	-	-
VEHICLE REPLACEMENT TOTAL REVENUES	\$ 3,883,204	\$ 2,907,623	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770

REVENUE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Cap Out / Capital Equipment	\$ 4,443,028	\$ 3,372,275	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770
Capital Improvements	481,315	-	-	-	-
VEHICLE REPLACEMENT TOTAL EXPENSES	\$ 4,924,342	\$ 3,372,275	\$ 3,839,362	\$ 5,066,743	\$ 4,934,770



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FY 2016-2017 BUDGET & 2017-2018 PLAN

CAPITAL OUTLAY

CAPITAL OUTLAY

The appropriations within this category represent a compilation of departmental needs/requests defined as equipment expenses valued between \$5,000 and \$35,000.

* All new vehicles are considered Capital Outlay.

CAPITAL OUTLAY

QUANTITY APPROVED	DESCRIPTION OF ITEM	DIVISION/PROJECT	2017 ORIGINAL	2018 PLAN
RECREATION & PARKS				
1	Outdoor Storage Shed	Recreation - Boyd Lee Park	\$ 5,000	\$ -
1	Pool Vacuum	Recreation - Pool	-	5,000
1	Smith Machine - Free Weight Room	Recreation	1,768	5,602
			6,768	10,602
FIRE/RESCUE				
1	Capital Outlay	Fire	-	9,000
			-	9,000
PUBLIC WORKS				
1	Utility Body Truck	Street Maintenance	27,500	-
1	Hydraulic Hammer	Street Maintenance	3,750	-
			31,250	-
GENERAL FUND			\$ 38,018	\$ 19,602
FLEET			\$ 35,000	\$ 23,500
TOTAL			\$ 73,018	\$ 43,102



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FY 2016-2017 BUDGET & 2017-2018 PLAN
CAPITAL IMPROVEMENT

CAPITAL IMPROVEMENTS

The City of Greenville’s Capital Improvement Program (CIP) is a strategic plan, covering fiscal years 2017 and 2018. This plan will describe the Capital Improvement Program, its process, schedule, and funding sources. The following plan analysis will include commentary on total project requests, total project funding allocations, analysis comparing the plan years, and a brief discussion of how funding is allocated among the departments. The main portion of this plan includes summary schedules of the projects for the next two years and detailed project descriptions. The summary schedules note which projects are funded and how they are funded. Particular attention is given to the first two years, FY2016-2017 Operating Budget and FY 2017-2018 Financial Plan, approved on June 16, 2016. This plan will be updated in detail biennially.

CAPITAL IMPROVEMENT PROGRAM

This program oversees the projects and purchases considered “capital.” Projects are considered capital if they cost \$10,000 or more and have a useful life of 10 years or more. Equipment is considered capital if it costs more than \$35,000 and has a useful life of at least five (5) years or more.

There is an exception to this program as it pertains to the Facilities Improvement Fund items. These items may have a scope of more than \$35,000; however, it is capitalized on top of base asset for full costs.

PROCESS

The Capital Improvement Program is a continual process that begins with an assessment of community needs presented within departmental requests. All project requests are included in the program in order to identify all current and future capital project needs. Funding decisions are made by the Capital Improvement Committee, which reviews all requests before meeting with departments. The committee consists of the City Manager, Assistant City Manager, Director of Financial Services, and Senior Financial Services Manager. The committee’s recommended plan is submitted to the City Council for inclusion in the biennial budget and annual operating plan. City Council may adjust funding levels during the budget process.



SCHEDULE

The Capital Improvement Schedule for Fiscal Year(s) 2017-2021:

November 12, 2015	CIP requests due to Financial Services
November 12, 2015	CIP Schedule submitted to City Council
December 2-4, 2015	CIP Committee meetings with departments
April 18, 2016	Proposed CIP Plan presented to City Council
June 6, 2016	Public Hearing on Fiscal Year 2017 Budget and 2018 Plan
June 16, 2016	Adoption of CIP Plan in conjunction with the Fiscal Year 2017 Budget and 2018 Plan

STRATEGIC PLAN

During fiscal year 2014, the City Council had the vision to look beyond the current fiscal year or any two-year term of office and establish a set of strategic goals to guide the City into an improved future.

These goals will serve as a tool to plan for the City’s long-term needs and institute more efficient, cost-effective ways for the City’s management and staff to achieve desired results.

As this strategic plan continues to be implemented, the CIP has become a more effective planning tool. Rather than including every suggested capital project, an objective rating system has been implemented and projects are evaluated using standardized criteria, which determines a project’s suitability for inclusion in the CIP. As a supplemental document readers may refer to the Budget and Plan document to see how strategic goals line up with this plan.

CAPITAL IMPROVEMENT POLICY

1. The City will prioritize all capital improvements in accordance with an adopted Capital Improvement Program.
2. The City will update and re-adopt a five-year Capital Improvement Program biennially, which details each capital project, the estimated cost, description, and funding source.
3. The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
4. The City will maintain all of its assets at a level adequate to protect the City’s capital investment and to minimize future maintenance and replacement costs.

FUNDING

Funding capital improvements is a balancing act. The City must weigh the need to expand and maintain infrastructure and facilities against increasingly limited resources.

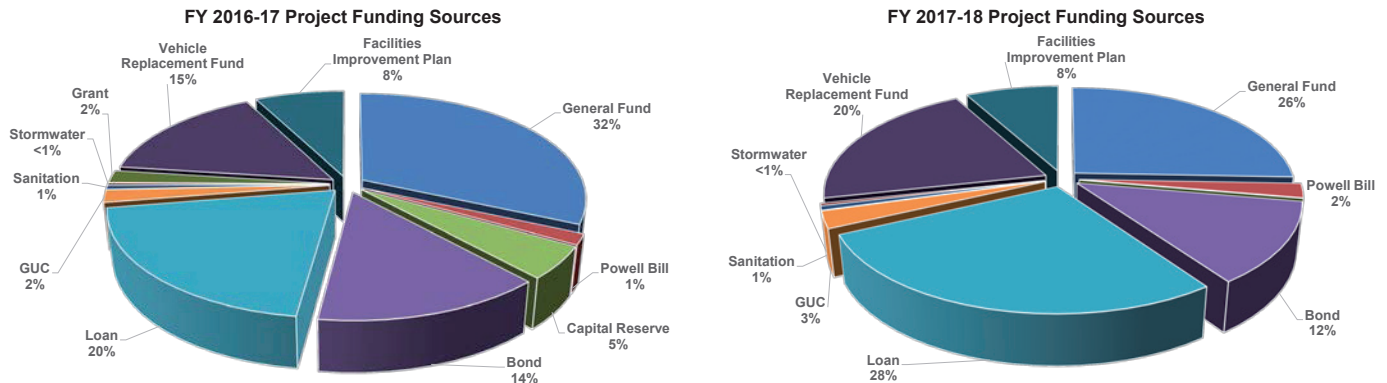
The City must study the cost of financing when contemplating bond issuances or capital leases and the impact to long-term financial strength when considering the use of fund balance. The City must also be concerned about the impact of associated operating costs to future budgets.

Due to the challenge the current economy poses, the City has maximized all available funding resources to meet as many of the needs identified in this CIP as possible. Below is a list of funding sources used in this CIP.

FUNDING SOURCE		DEFINITION
GENERAL FUND	GF	The General Fund is established to account for the revenues and expenses used while operating the general government functions of the City. This fund receives property tax revenues, state shared revenues, licenses, permits, and fees. It includes the expenses for most personnel, operating, and capital functions.
POWELL BILL	PB	State shared revenues allocated specifically for the purpose of maintaining streets and thoroughfares. This fund is funded through the gasoline tax and is reported inside the General Fund.
SANITATION FUND	SF	Enterprise fund for the City's sanitation management program. This fund is funded through user fees.
STORMWATER FUND	SWF	Enterprise fund used to manage the stormwater program. This fund is funded through user fees.
PUBLIC TRANSPORTATION FUND	TF	Enterprise fund used to manage the public transportation system. This fund is funded through user fees (fares) and grant reimbursements.
VEHICLE REPLACEMENT FUND	VRF	This fund is used to accumulate funds, from departments, for the purchase of replacement vehicles. This fund is funded by user allocations.
BONDS	B	This category includes funds obtained by borrowing through General Obligation Bonds, Certificates of Participation (COPS) and other debt instruments, which are used to fund the larger, more costly projects.
CAPITAL RESERVE	CR	This fund is used to accumulate funds to be used for future capital improvements. This fund is funded through transfers of unassigned fund balance from the General Fund.
GRANTS / NCDOT / OTHER	G	Other funds provided to the City through grants such as North Carolina Department of Transportation (NCDOT), the federal government, local donations, and occupancy tax proceeds.
FACILITIES IMPROVEMENT PLAN	FIP	This fund is used to fund the major maintenance, renovation and repair needs for City of Greenville maintained buildings, facilities, and structures.

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The total project requests during the first plan year, 2016-2017, increased \$30,122,706 with the amount of “met” funding increasing \$24,085,410. In the second year, 2017-2018, total requested funding decreased \$9,012,261 or 37% with the amount of “met” funding decreasing \$6,165,872 or 29%. The variance in project requests during the plan years, and compared to the prior plan, is due to a combination of the timing of new requests, especially those that are bond-funded, and the readiness of existing projects for significant work. There are several reasons for the fluctuations in funding levels.



Adopted in 2014 by City Council, the Facilities Improvement Fund was established to fund the major maintenance, renovation and repair needs for City of Greenville maintained buildings, facilities and structures.

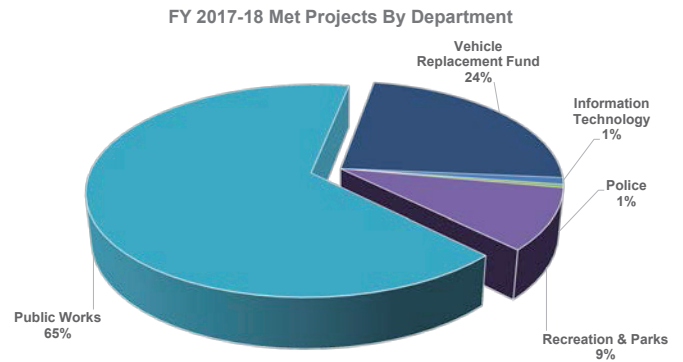
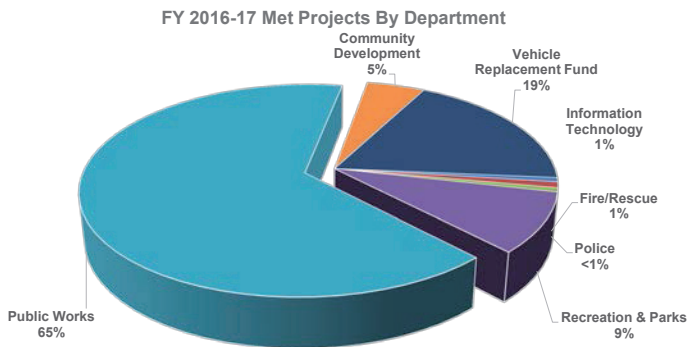
The availability of funding from different revenues will vary depending on the funding source.

- Separate funds such as Powell Bill, Sanitation, and Stormwater Utility capital project funding are dependent on their accumulated fund balance.
- Bonds are approved for a set amount and can only be replenished by issued new bonds.
- The Capital Reserve can be replenished after the audit is complete at the end of each fiscal year. If the unassigned fund balance is larger than 14% of the current year’s budget, then that excess amount is eligible for transfer to the Capital Reserve. These funds are not transferred if the previous year’s expenses were greater than the revenues. When these funds are transferred, they are usually designated toward an identified current or future project need. These funds are allowed to accumulate until there are sufficient funds to begin the project. Therefore, Capital Reserve use will fluctuate widely as designated projects come on-line.
- Grant/NCDOT/Other/CVA funding will fluctuate with project eligibility. NCDOT funding will fluctuate as reimbursable projects commence. Funding for transportation projects generally includes a combination of federal, state and local funds with the percentage of contribution by each source varying by project. CVA can allocate a portion of estimated occupancy tax receipts towards capital projects as needed.

Public Works project requests are generally large due to the nature of the projects, but also tend to be funded by non-General Fund funding sources, such as Grants, NCDOT, Powell Bill and Stormwater Funds.

There are seven (7) departments/funds with capital improvement projects:

CD	Community Development
F/R	Fire / Rescue
IT	Information Technology
GPD	Police
PW	Public Works
R & P	Recreation & Parks
VRF	Vehicle Replacement Fund



CAPITAL IMPROVEMENT PROJECTS

Town Common Renovation: The Town Common Renovation includes the addition of high-quality benches, picnic tables, trash/recycling containers and a water fountain to the park. Other items include installation of a kayak launch and a fishing pier followed by the construction of an all-inclusive accessible playground. A schematic design and cost estimates for Phase I development as well as an update to the Town Common Master Plan have all been requested as part of this project. Economic Development and Uptown Greenville will work to develop a program to establish partnerships and/or sponsorships to further develop this area.

Operating Impact: Various elements of the Master Plan will have an operating impact (fountain, sprayground, multi-purpose building), but the exact timing of those elements will only be determined in conjunction with discussions with Uptown Greenville and Economic Development.

Fire Station #2 Addition: This project will add approximately 900 sq. ft to the existing truck bays of Fire Station #2. The addition will be designed in keeping the existing architecture of the Fire Station, which was originally designed for two apparatus or EMS units when constructed around 2000. Since this time, the call volume for EMS units at Station #2 has increased significantly resulting in two EMS units and a fire apparatus stationed at Fire Station #2 at all times.

Operating Impact: The addition will increase energy costs due to the expanded square footage of the building but should be minimal.

South Greenville Recreation Center and Athletic Field Renovations: New office furniture and weightroom equipment have been requested for the newly renovated recreation center. Construction is required for the renovation and improvements to the multipurpose athletic field at South Greenville Park. The project will include sportsfield lighting, scoreboard, bleachers, concrete pads, ADA accessible sidewalks, and irrigation.

Operating Impact: Field maintenance and the installation of sports field lighting and irrigation will increase the utility bill and operating cost by approximately \$9,000 annually.

Parkland Acquisition and Development: Funding has been requested for the acquisition for the development of two City parks, one on the City's west side and one in the far north. Together, approximately 10 total acres will be purchased. Funding for the development of a park on the west side of Greenville (Westside Park) has been included.

Operating Impact: Land acquisition will not have any significant operating budget impacts, but subsequent development will. The addition of the Westside Park facility will require the addition of one laborer position equal to \$32,000 in salary and additional \$6,000 in supplies. A contract for mowing will also be needed at the value of approximately \$6,500.

Town Creek Culvert Drainage Project: The Town Creek Culvert drains approximately 300 acres in the Uptown area. The culvert (closed system) begins near West 9th Street and Ficklen Street and continues for approximately 3,000 feet to its outlet downstream of East 3rd Street between Reade Street and South Summit Street. There is an additional 1,200 linear feet to open channel to the ultimate outfall into the Tar River. Based on 10th Street Connector design plans, the Town Creek Culvert will need to accommodate an increase in stormwater runoff due to a redirection of water and shorter time of concentration for the watershed.

Operating Impact: Daylighting a portion of the system as well as resolving some maintenance issues in the existing conveyance will create an overall reduction in the maintenance of this conveyance.

CAPITAL IMPROVEMENT PROJECTS (CONTINUED)

Street Resurfacing: This project provides maintenance funding for existing City streets. All streets are evaluated and prioritized by condition prior to repairs. Options for maintenance include crack sealing, sealcoating, resurfacing only, and full depth reconstruction among others. Resurfacing alone (no preparation, no milling, no casting adjustments, no striping) for a standard 24-foot wide, two-lane street costs approximately \$100,000/mile. Adding milling, utility casting adjustments, ADA improvements (required by law), striping, and signal repairs (where required) brings the cost up to approximately \$125,000/mile. Presently, the City maintains 270 miles of streets with a useful life of about 12 years, depending on the traffic and original construction.

Operating Impact: This project does not change cost of operations or maintenance personnel. Failure to provide ongoing maintenance for City streets will increase maintenance and operational costs exponentially each succeeding year. For more extensive repairs, costs can exceed two to three times the normal cost of resurfacing.

Dickinson Avenue Area Parking: Due to a shortage of public, off-street parking along the Dickinson Avenue corridor, it is necessary to purchase and improve property in the Clark Street, Bonners Lanes and Atlantic Street area that will accommodate approximately 200 vehicle spaces for a new development that will occupy the current City parking lot at Pitt-Greene Connector and Dickinson Avenue. The Police Fire-Rescue parking lot will be relocated to the west side of the Atlantic Avenue and Bonners Lane intersection and accommodate approximately 128 vehicles.

Operating Impact: Maintenance of public parking lots is a standard feature of the City budget. Minimal maintenance funding will be required in the early years following completion of the project, with larger sums for items such as resurfacing and striping required in the out-years.

West Fifth Streetscape Phase II: The design and construction of functional and aesthetic improvements to streets in West Greenville have been funded. Streetscape improvements include modification of sidewalks and streets to enhance pedestrian safety, lighting improvements, public transit slopes, planting of scenic trees and vegetation, stormwater improvements, and the potential for civic art projects that celebrate the history and sense of place that make West Greenville special. Phase II includes the area from Cadillac Street to Tyson Street.

Operating Impact: Long-term maintenance of streetscape improvements such as bus shelters, planting, street lights and signs is a customary part of the City's operating budget. Maintenance of the roadway portions of West Fifth Street is the responsibility of the NCDOT.

Sidewalk Construction Project: This project will fund the sidewalks along thoroughfares and other high-priority locations in accordance with the 10-year sidewalk plan. Presently, many thoroughfares and other roadways do not have sidewalks to provide safe travelways for pedestrians. These funds will be used to construct sidewalks along City and State roadways.

Operating Impact: This program would increase annual maintenance and operational costs by approximately \$5,650 annually due to additional sidewalk maintenance and repair.

Knuckle Boom Truck: The purchase of an additional knuckle boom truck is a continuation of the City's Five-Year Plan toward a more efficient refuse service. The knuckle boom will be utilized primarily for bulky item collection from single and multifamily housing.

Operating Impact: Reduction of potential worker's compensation claims and the efficient use of a one employee instead of a three-person rear loader crew for manual collection.

Renovation of Uptown Theatre: City staff is working to identify a development partner to redevelop this structure. The property was purchased years ago and is located in Greenville's Uptown Commercial District. It is estimated that complete restoration of the theatre will cost \$2.5 million. The City is seeking private and public sector development partners to help generate revenue to cover some of these costs.

Operating Impact: Under a public/private partnership model, the City would delegate operations of the venue to the private sector partner.

CAPITAL IMPROVEMENT PROJECTS (CONTINUED)

Ethernet Routing Switches Upgrades and Expansion: This project will enhance efforts to continue to make City services available to citizens while securing these applications so as to not open up our network to threats. Although not all of the City's current network installations are at the end of life (many of them will be within the next budget cycle), it is desirable to place network equipment on a 7-year replacement cycle to keep up with emerging technologies.

Operating Impact: Yearly maintenance is scheduled at \$3,000 for 2016-17, \$5,000 for 2017-18, and \$7,500 for 2018-19.

Data Backup and Recovery System: This project increases the capacity of the replicated backup and recovery appliance located at the remote data center. Currently, all data is backed up each night. A copy of this data is then replicated off-site to a secondary storage array in case the primary site is destroyed.

Operating Impact: Yearly maintenance is scheduled at \$6,500.

Electronic Storage for COBAN (Car/Body Cameras) and Forensics: The primary goal of this capital project is to replace the existing COBAN video server for the Police Department. The solution will provide capacity as the storage need continues to grow along with data protection.

Operating Impact: Yearly maintenance is scheduled at \$5,000.

The following summary includes capital that has been approved for fiscal years 2017 and 2018. This detail does not include any carryovers from previous year(s).

SUMMARY OF FUNDED PROJECTS BY DEPARTMENT

DEPARTMENT / PROJECT TITLE	FY 2016-17	FY 2017-18	CIP TOTAL
INFORMATION TECHNOLOGY			
Ethernet Routing Switches Upgrades and Expansions	\$ 138,000	\$ 128,000	\$ 266,000
Data Backup and Recovery System	35,000	90,000	125,000
SUBTOTAL	\$ 173,000	\$ 218,000	\$ 391,000
FIRE/RESCUE			
Addition to Fire Station #2	\$ 244,665	\$ -	\$ 244,665
SUBTOTAL	\$ 244,665	\$ -	\$ 244,665
POLICE			
Marked Police Vehicles and Equipment	\$ 100,000	\$ -	\$ 100,000
Electronic Storage for COBAN (Car/Body Cameras) & Forensics	50,000	-	50,000
IBM Message Switch Servers for NW Mobiles and CAD	-	80,000	80,000
ECU Neighborhood Area Cameras	21,970	21,967	43,937
SUBTOTAL	\$ 171,970	\$ 101,967	\$ 273,937
RECREATION/PARKS			
Town Common Renovation	\$ 851,663	\$ 461,033	\$ 1,312,696
South Greenville Recreation Center and Athletic Field Renovations	365,000	-	365,000
Westside Land Acquisitions	271,153	-	271,153
Westside Park Development	28,847	200,000	228,847
Eastside Park	150,000	150,000	300,000
Tar River Legacy Plan Implementation	200,000	319,000	519,000
SUBTOTAL	\$ 1,866,663	\$ 1,130,033	\$ 2,996,696
PUBLIC WORKS			
Town Creek Culvert Drainage Project	\$ 7,332,995	\$ 7,332,995	\$ 14,665,990
Street Resurfacing	4,200,000	4,460,000	8,660,000
Sidewalk Project / Dickinson Avenue Area Parking	1,961,266	-	1,961,266
West Fifth Streetscape	1,950,000	-	1,950,000
Sidewalk Construction Project	503,000	500,000	1,003,000
Replacement of Mast Arm Poles	-	200,000	200,000
Traffic Calming	-	25,000	25,000
Public Parking Lot Maintenance	100,000	-	100,000
Street Light Improvements	250,000	100,000	350,000
Traffic Signal Progression	35,000	35,000	70,000
Cemetery Enhancement	30,000	44,665	74,665
Knuckle Boom Truck	200,000	-	200,000
Garbage Truck 14 Cubic Yard Body	-	150,000	150,000
Storm Drainage Maintenance Improvements	110,000	80,000	190,000
SUBTOTAL	\$ 16,672,261	\$ 12,927,660	\$ 29,599,921
COMMUNITY DEVELOPMENT			
Purchase of Imperial Center Site	\$ 1,040,000	\$ -	\$ 1,040,000
Renovation of Uptown Theatre	295,000	-	295,000
SUBTOTAL	\$ 1,335,000	\$ -	\$ 1,335,000
TOTAL	\$ 20,463,559	\$ 14,377,660	\$ 34,841,219

**SUMMARY OF FUNDING BY DEPARTMENT
 PROPOSED FACILITIES IMPROVEMENT PLAN (FIP) PROJECTS
 2016-17 BUDGET YEAR**

DEPARTMENT / PROJECT TITLE	FIP TOTAL
RECREATION/PARKS	
Interior Plumbing renovation (Aquatics and Fitness Center)	\$ 152,000
Replace HVAC for gym and Main Building (Boyd Lee Park)	135,000
Replace Playground Equipment (Westhaven Park)	75,000
Replace Playground Equipment (Hillside Park)	75,000
Resurface Pool at Aquatics and Fitness Center	48,000
Resurface Tennis Courts (River Birch Tennis Center)	45,000
Evans Park Parking Lot Repair	30,000
Tennis Court Demolition (Jaycee Park)	28,000
Thomas Foreman Park -Irrigation Repair for Ballfield	24,000
Fencing Repair at Jackie Robinson	15,000
Replace Shelter Roof at Hillsdale Park	6,000
SUBTOTAL	\$ 633,000
PUBLIC WORKS	
Replace East Wing Elevator at City Hall	\$ 190,000
Replace Police Fire-Rescue Headquarters Roof	180,000
Paint interior of PWD Fleet and Administrative Buildings	100,000
Replace Gas Heaters at Fleet	77,000
Replace Roof at IGC Lessie Bass Building 1 (Old section)	75,000
Renovate Storage Building for Sweepers and Spreaders	75,000
Paint Walls at Municipal Building	65,000
Replace carpet at Fire Stations #4 and #5	50,000
Replace Roof of Fire Station #2 and #5 and repair Station #4 Roof	50,000
Replace Roof at IGC Building 4 (Rectory)	40,000
Replace Tile Floor in IGC Building 2 (School) multi-purpose room	40,000
Roof Coating on Barrel Roof of Facilities Management	15,000
SUBTOTAL	\$ 957,000
TOTAL	\$ 1,590,000

**SUMMARY OF FUNDING BY DEPARTMENT
PROPOSED FACILITIES IMPROVEMENT PLAN (FIP) PROJECTS
2017-18 BUDGET YEAR**

DEPARTMENT / PROJECT TITLE	FIP TOTAL
RECREATION/PARKS	
Tennis Court Rebuild and Light Replacement (Evans Park)	\$ 340,000
Roof B,G,H replace, Parking Lot Resurfacing, Ballfield Irrigation (Jaycee Park)	244,000
Replace Roof (River Birch Tennis Center)	80,000
Roof replacement Section b and c (Eppes Recreation Center)	55,000
Paint facility interior and exterior (Guy Smith Stadium)	40,000
Replace Batting Cage net and fencing in batting cage (Sports Connection)	40,000
HVAC Replacement (Greenfield Terrace)	15,000
Replace Shelter Roof (Peppermint Park)	13,000
Replace fencing (Westhaven Park)	12,000
Shelter Roof Replacement (Greensprings Park)	10,000
Replace HVAC (River Park North)	8,000
SUBTOTAL	\$ 857,000
PUBLIC WORKS	
Renovate PWD Entrance Gates to enhance security	\$ 100,000
Resurface Parking Lot at Fire Station #4	100,000
Upgrade Tire Rack at Fleet Maintenance	85,000
Public Works Lighting upgrade	75,000
Boiler and Furnace Upgrade at Police Fire-Rescue Headquarters	60,000
Renovate Salt Storage Facility at PWD	60,000
Homestead Cemetery expansion design	50,000
Replace Hot Water Tank at Police Fire-Rescue Headquarters	50,000
Repair Metal Building at Greenwood Cemetery	50,000
4th St. Parking Garage cleaning and Maintenance	40,000
Reseal Parking lots at Fire Stations #2 and #5	40,000
Paint interior of Fire Stations #2 and #5	20,000
Replace Roof at IGC Building 3 (Annex)	20,000
Replace HVAC at IGC Building 1 (Lessie Bass)	15,000
Interior Lighting Upgrade at Fire Stations #3 and #4	10,000
Caulk Expansion Joints at Fire Stations 2-6	10,000
SUBTOTAL	\$ 785,000
TOTAL	\$ 1,642,000

CAPITAL AND GRANT PROJECT ORDINANCES - FISCAL YEAR 2016-2017 & OPERATING PLAN 2017-2018

The following is a list of Capital Project funds, which were created when capital projects could not be completed within 12 months. These funds do not close at the end of each fiscal year.

<u>Project</u>	<u>Revenue & Expenditure Appropriation</u>
Enterprise Capital Projects	\$21,631,676
Housing	1,549,200
Housing Trust	342,975
Affordable Housing Project	3,903,600
Recreation & Parks Capital Projects	4,084,831
Public Works Capital Projects	31,403,447
Greenways Capital Projects	3,257,661
Community Development Capital Projects	17,313,475
Information Technology Capital Projects	2,500,000
Fire/Rescue Capital Projects	1,096,842
Police Capital Projects	4,865,015



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FY 2016-2017 BUDGET & 2017-2018 PLAN

CONVENTION & VISITORS AUTHORITY

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GREENVILLE-PITT COUNTY
CONVENTION & VISITORS BUREAU

April 14, 2016

Dear Mayor, Mayor Pro-Tem and Members of City Council:

The Convention & Visitors Authority, in conjunction with its hospitality partners, is making great progress in establishing Greenville and Pitt County as a competitive hospitality destination throughout the state of North Carolina. In fiscal year 2014, tourism expenditures in Pitt County totaled 213.91 million dollars generating 4.67 million dollars in local taxes. These tourism numbers rank Greenville and Pitt County among the top ¼ of tourism generating destinations across the state and we continue to gain ground each year against other municipalities.

The cornerstone of the 2016-2018 CVA budgets is centered on achieving our established goals and objectives as set forth at our last combined CVA board and staff retreat. An increase in marketing funds have been earmarked over the next two years to assist the bureau in selling our destination within our target markets of conventions and meetings, athletics, family reunions, and religious groups. Funds have also been set aside to begin efforts to market Greenville and Pitt County as a leisure destination across the Southeast region. In addition, funds have been allocated to accomplish two major projects over the next two years. The first includes monies to determine whether a multi-use sports complex would be beneficial for our community. The second is a signage project which will benefit the Greenville Convention Center, Vidant Medical Center and the Pitt-Greenville Airport. Lastly, there is an increase in funding for staff development and training.

The Convention and Visitors Bureau budget for the next two years is based on projected revenue from the hotel-motel occupancy tax collections. Our budget is conservatively based off a 4% increase in collections for each of the next two years. With the addition of a new hotel and collections now coming from both the online travel companies and an increasing number of Airbnb's within our community, there is a good possibility that collections will exceed the 4% projection each year. The budget also reflects the use of fund balance which is helping to cover the costs of our board approved projects over the next two years.

This proposed budget has been approved by our CVA executive committee, our full CVA board and is ready for consideration by the Greenville City Council. The CVA appreciates the continual support of the Greenville City Council and looks forward to working with each member to make Greenville and Pitt County a preferred destination for events and leisure.

Sincerely,



Andrew D. Schmidt, CHME, MPA
Executive Director

Strategic Goals for the CVA (Budget years 2016-2018)

Mission statement: To foster superior travel and tourism experiences

Goal 1: Increase convention sales

The Greenville Convention Center has recently completed a 4.2 million dollar expansion and aesthetic re-design. The CVB will increase marketing efforts within the convention market to accomplish this.

Goal 2: Become a more recognizable entity while increasing the recognition of the value of the economic impact of tourism

The CVB staff will speak to a minimum of two outside organizations per month to educate attendees on tourism's impact on the health of the overall economy of Greenville and Pitt County.

Goal 3: Develop positive relationships with media and travel writers from outside Greenville and Pitt County.

Positive travel writer and media coverage generates thousands of dollars in free advertisement and destination awareness

Goal 4: Grow the number of sports tournaments per year and encourage economic development of sporting facilities

CVB sales staff will work to book more tournaments for our area. CVB leadership will conduct work to determine if a multi-use sports complex is viable for the area.

Goal 5: Increase the number of FIT (leisure travel) visitations to Greenville and Pitt County and determine a measurement mechanism.

Work to develop more leisure infrastructure to attract leisure visitors to Greenville and Pitt County.

**CONVENTION & VISITORS AUTHORITY (CVA)
BUDGET DETAIL**

	2014	2015	2016	2017	2018
REVENUE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Fund Balance Appropriated	\$ -	\$ 98,607	\$ 214,640	\$ 241,164	\$ 213,802
Occupancy Tax	563,187	556,100	590,000	625,000	650,100
Occupancy Tax Reserve-1%	281,593	273,900	295,000	322,100	334,900
Investment Earnings	-	1,200	1,200	60	60
Misc Rev/Miscellaneous	-	-	-	27,500	-
CVA TOTAL REVENUES	\$ 844,780	\$ 929,807	\$ 1,100,840	\$ 1,215,824	\$ 1,198,862

	2014	2015	2016	2017	2018
EXPENSE ACCOUNTS	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Regular-Salaries	\$ 214,992	\$ 256,971	\$ 320,881	\$ 337,256	\$ 348,466
Part-Time-Salaries	-	-	-	-	-
Car Allowance	1,650	3,600	3,900	3,900	3,900
Retirement	15,200	17,989	22,026	22,028	22,784
401K General	3,994	4,160	4,680	4,680	4,680
FICA	16,854	20,570	23,832	20,476	21,295
Group Life Insurance	563	701	832	750	765
Health Insurance	36,693	48,781	46,490	52,684	56,372
Workers Comp Premium	-	5,135	2,000	2,000	2,000
Unemployment	714	-	500	500	500
GAFC Employer in-kind	-	-	-	-	-
PERSONNEL	\$ 290,660	\$ 357,907	\$ 425,141	\$ 444,274	\$ 460,762

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EXPENSE ACCOUNTS	2014	2015	2016	2017	2018
	ACTUAL	ACTUAL	ORIGINAL	ORIGINAL	PLAN
Maint & Rep/Equipment	\$ 1,438	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Contracted Services	21,022	30,000	35,000	85,000	40,000
Telephone	5,976	4,000	4,000	3,500	3,500
Postage	1,690	4,000	4,000	3,500	3,500
Advertising	103,354	82,000	128,000	95,000	100,000
Printing	22,601	28,000	32,000	25,000	28,000
Utilities	9,063	35,000	8,000	8,000	7,920
Gen Ins Liab Loss	945	1,200	1,200	1,200	1,200
General Ins-Liab Premium	-	1,500	1,500	1,500	1,500
Supp & Mat-General Office	9,909	9,000	9,000	10,000	10,000
Dues & Subscriptions	6,784	7,500	9,000	11,000	12,000
Svc Chg / Collection Fee	12,672	12,800	15,000	16,250	17,500
Travel/Training	21,448	30,000	53,000	55,000	55,000
Contingencies	3,093	4,000	4,000	5,000	5,000
Marketing	273,567	273,900	295,000	322,100	334,900
Tourism Develop Projects	17,855	30,000	22,000	42,500	30,000
Convention Ctr Projects	1,509	8,000	8,000	8,000	8,000
Space Rental	-	-	36,000	36,000	37,080
OPERATING	\$ 512,926	\$ 563,900	\$ 667,700	\$ 731,550	\$ 698,100
Cap Out / Equipment	\$ 3,679	\$ 8,000	\$ 8,000	\$ 40,000	\$ 40,000
CAPITAL	\$ 3,679	\$ 8,000	\$ 8,000	\$ 40,000	\$ 40,000
CVA TOTAL EXPENSES	\$ 807,265	\$ 929,807	\$ 1,100,841	\$ 1,215,824	\$ 1,198,862



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FY 2016-2017 BUDGET & 2017-2018 PLAN

SHEPPARD MEMORIAL LIBRARY

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March 22, 2016

To: Barbara Lipscomb, City Manager
 Michael Cowin, Assistant City Manager
 Bernita Demery, Director of Financial Services
 Shelley Leach, Financial Analyst

From: Greg Needham, Director of Libraries

RE: 2016-2017 Sheppard Memorial Library Budget, and
 2017-2018 Sheppard Memorial Library Financial Plan

Attached you will find the library board approved 2016-2017 budget and the 2017-2018 financial plan for the public library system.

This budget and financial plan was developed using City-provided funding targets, as well as the City's inclusion of 3% for a merit/market adjustment in each of the next two fiscal years. Sheppard Memorial Library requests \$1,197,058 from the City of Greenville for fiscal 2016-2017, and \$1,232,969 for fiscal 2017-2018.

No capital funds are requested from the City of Greenville in this budget cycle.

Pitt County is providing \$100,000 in capital funds in fiscal 2016-2017 toward replacing the Pitt County Bookmobile (the County has traditionally funded bookmobile replacement).

We appreciate the City's support of the library!

THE SHEPPARD MEMORIAL LIBRARY SYSTEM

The Sheppard Memorial Library system is recognized by the State of North Carolina as the countywide library system in Pitt County. The library system consists of the main library, the Pitt County Bookmobile, and four branch facilities. The main library and two of the branches are located in the City of Greenville, one branch is in the Town of Winterville, and another branch is located in the Town of Bethel. Operating funds for the libraries in Greenville and the Pitt County Bookmobile are provided on a 2/3 City to 1/3 County ratio. Pitt County pays for replacement of the bookmobile. Operating costs and capital improvements for libraries in Winterville and Bethel are paid for by those towns and by revenues generated from the operation of these facilities. The library system receives the Pitt County appropriation of State public library funding because it is recognized as the County library system for Pitt County.

MISSION STATEMENT & GOALS FOR 2016-2017

The Sheppard Memorial Library system promotes the joys of reading, life-long learning, creativity, and economic growth. It collects and maintains diverse, comprehensive knowledge resources which nourish enlightenment, critical thinking, literacy, and understanding throughout the region.

In an era of consistent change, Sheppard Memorial Library offers stability and reliability to its community.

The library's primary mission is to provide high-interest material in a variety of formats and locations thereby allowing access and use of its collections and resources by as many individuals as possible.

The library supports both formal and informal education endeavors of persons in the community. It particularly supports reading and learning for preschool children and assisting students in meeting objectives established during formal courses of study.

The library aggressively seeks to add to the knowledge infrastructure of its service area in order to support the vitality of the knowledge-based economy. In this way, and by providing a complete array of first-rate job-seeking tools and assistance, the library contributes to the economic development of individuals and of the community.

The library's staff is comprised of highly effective information specialists who assist library users in locating authoritative, timely, non-biased information among the myriad of possible sources. They aid persons in finding answers to everyday problems as well as issues that move beyond facts and data to knowledge and enlightenment.

Recognizing the need to remain current with the times, Sheppard Memorial Library regularly reviews its mission to ensure that the library system is providing maximum benefit to its service area.

Goals and Objectives

1. Goal: The library system will provide welcoming physical “public” spaces that foster a sense of community, encourage the free flow of ideas, increase the availability of resources, and add to the information infrastructure of Greenville and Pitt County.
2. Goal: The library system will provide welcoming “virtual” public spaces that foster a sense of community, and enriches the information base of the service area by offering access to resources not readily available through Internet sites.
3. Goal: The Library system will offer its service community a rich array of programs (individual and group activities) that foster intellectual activity, promote the joys of reading, and encourage life-long learning and creativity.
4. Goal: The library offers comprehensive knowledge resources which nourish enlightenment, critical thinking, literacy, and understanding throughout the region. The library’s collections provide a variety of high interest material in a variety of formats and locations thereby allowing access and use of its collections and resources by as many individuals as possible.
5. Goal: The library’s staff is composed of well trained, service-oriented, employees who effectively assist library users in locating authoritative, timely, non-biased information among a myriad of possible sources. They aid persons in finding answers to everyday problems as well as issues that move beyond facts and data to knowledge and enlightenment.
6. Goal: Quality library service is not free; the Library will actively seek sources of revenue to fulfill its mission. These sources of revenue will include public and private sources.
7. Goal: Sheppard Memorial Library will reach out to the other public and institutional libraries in the community to enhance the service for all library users in Greenville and Pitt County.
8. Goal: Recognizing the vital role of technology in today’s library world, Sheppard Memorial Library will provide adequate supplies of current state-of-the art means of information delivery.
9. Goal: Recognizing the vital role of communications in alerting the public to services and resources, the Library will reach out through the media and other means to inform the public about its offerings.

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	2014 Actual	2015 Actual	2016 Original	2017 Original	2018 Plan
REVENUES					
City of Greenville	\$ 1,086,686	\$ 1,140,440	\$ 1,162,192	\$ 1,197,058	\$ 1,232,969
County of Pitt	543,343	553,693	567,394	581,096	598,529
County of Pitt - B/W	6,000	6,000	12,000	12,000	12,000
Town of Bethel	29,000	30,015	30,315	30,315	30,315
Town of Winterville	161,620	161,620	161,620	165,300	167,780
State Aid	184,113	185,765	191,774	191,774	191,774
Desk Receipts	127,089	125,000	128,775	128,775	128,775
Interest Income	932	1,500	1,000	1,000	1,000
Miscellaneous Income	33,257	41,000	38,934	31,500	31,500
G'ville Housing Authority	10,692	10,692	10,692	10,692	10,692
Federal Grants	99,683	50,000	-	-	-
Capital - City Funded	62,800	108,334	-	-	-
Capital - County Funded	-	31,666	-	100,000	-
Reserved Fund Bal for Capital	-	-	85,800	-	-
Transfer in from FF for Capital	-	-	-	51,000	-
Fund Balance	<u>31,928</u>	<u>-</u>	<u>-</u>	<u>28,432</u>	<u>26,946</u>
TOTAL REVENUES	\$ 2,377,142	\$ 2,445,725	\$ 2,390,496	\$ 2,528,942	\$ 2,432,280
EXPENDITURES					
Personnel	\$ 1,394,572	\$ 1,450,808	\$ 1,450,653	\$ 1,546,288	\$ 1,610,626
Operations	829,371	794,225	826,351	820,962	810,962
G'ville Housing Authority	10,327	10,692	10,692	10,692	10,692
Capital Expense	42,872	140,000	102,800	151,000	-
Grant Project	<u>100,000</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	\$ 2,377,142	\$ 2,445,725	\$ 2,390,496	\$ 2,528,942	\$ 2,432,280



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FY 2016-2017 BUDGET & 2017-2018 PLAN

GREENVILLE UTILITIES COMMISSION

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Rebecca Blount, Chair-Elect

Barbara Lipscomb, City Manager

Toya Jacobs

Tommy Stoughton


**Greenville
Utilities**

Greenville Utilities Commission
 Greenville City Council
 Customers of Greenville Utilities

Ladies and Gentlemen:

The FY 2016-17 Budget reflects the combined efforts of the Management Team, employees, and the guidance of the Board of Commissioners. Budgetary requests have been reviewed with a focus on sound business practices, customer expectations, and system reliability. In balancing the budget, key areas such as infrastructure needs, rising operational costs, staffing requirements and long-term sustainability with fiscal responsibility were also taken into consideration.

Using GUC's strategic plan as a guide, this budget has been prepared to ensure the long-term success of our mission to provide safe and reliable utility services at the lowest reasonable costs, with exceptional customer service.

GUC's financial budget goals focus on several key metrics including end-of-year performance, debt service coverages, and fund balances. The long-term sustainability of each fund is also taken into consideration to ensure that GUC is poised to continue to meet its mission and future financial challenges.

Guiding all budgetary decisions is GUC's commitment to provide exceptional service while maintaining a viable financial position. In monitoring our strategic plan, GUC utilizes Key Performance Indicators at the corporate level on a consistent and routine basis. To that end, GUC's budget goals are designed to achieve the following:

- Meet customer needs
- Provide reliable utility services at the lowest reasonable cost
- Position GUC to achieve greater efficiencies
- Continue to meet and/or exceed regulatory requirements
- Preserve and/or improve bond ratings
- Minimize rate increases
- Avoid future rate shock
- Ensure financial viability of each fund
- Prepare for emergency situations
- Prepare for growth and expansion opportunities

PO Box 1847
 Greenville, NC
 27835-1847
 252 752-7166
www.guc.com

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The balancing process for the budget addressed several areas, including the review and analysis of the following:

- All four funds will be self-supporting in order to meet future financial challenges as individual funds on a sustained basis
- Continued investment in infrastructure
- Additional debt service requirements
- Appropriate timing of expenditures for capital projects
- Revenues
- Personnel and staffing
- Cost saving opportunities
- Updating financial models while being cognizant of any rate adjustments that were proposed last year for the upcoming fiscal year

Highlights of the FY 2016-17 operating budget are listed below:

- Expenditures budgeted for FY 2016-17 have decreased by 6.2% or \$16.9M when compared to the FY 2015-16 amended budget. Key drivers are:
 - \$8.5M decrease in transfer to rate stabilization
 - \$749K decrease in purchased power
 - \$5.8M decrease in purchased gas
 - \$6.9M decrease in transfers to Capital Projects
 - \$3.6M increase in operations from increases in personnel costs and contractual services
 - \$2.1M increase in capital outlay
- A 4% rate decrease adjustment for the Electric Fund effective July 1, 2016 due to revised wholesale power costs for FY 2016-17 provided by North Carolina Eastern Municipal Power Agency (NCEMPA); when combined with last year's 7% decrease, customers will see a total decrease of 11% in electric rates since the NCEMPA sale
- Electric Fees – Third year of five year phased-in adjustments in electric fees
 - Implementation of third year of the five year phased-in adjustments of electric fees related to outdoor lighting installation, temporary services, and installation of permanent underground services will continue as planned
- A 5.5% rate adjustment for the Water Fund effective July 1, 2016, which is 1.9% lower than last year's projection of 7.4%
- A 6.5% rate adjustment for the Sewer Fund effective July 1, 2016, which is 1.9% lower than last year's projection of 8.4%
- No rate adjustment for the Gas Fund (other than purchased gas adjustments as needed)
- Funding for the employee market adjustment at 0.5% or approximately \$125,000 effective July 1, 2016

- Funding for the employee merit program at 1.5% or approximately \$375,000
- Expansion of the self-insured health insurance plan to include a high deductible Health Savings Account option (option was provided January 1, 2016)
- Continuation of the self-insured dental insurance plan
- Funding to bring replacements on board prior to the retirement of key personnel in order to facilitate succession planning, leverage the knowledge and experience of long-term employees for training on critical issues and ensure smooth transitions
- Existing positions have been reallocated and eight permanent positions have been added to appropriately respond to needs within the combined enterprise operation
- Prefunding for Other Post-Employment Benefits (OPEB) has been increased by \$50,000, bringing the total amount for prefunding to \$500,000
- Investment of \$9.7M for capital outlay in order to maintain system reliability and comply with regulatory requirements in the combined enterprise operation
- Funding for energy conservation program
- Annual turnover or transfer of \$6,498,420 to the City of Greenville in accordance with the Charter issued by the North Carolina General Assembly

Highlights of the FY 2016-17 capital budget are listed below:

- GUC continues to make investments in capital projects to maintain reliability, meet ongoing regulatory requirements, and remain strategically positioned to facilitate growth. To that end, GUC will be establishing capital projects totaling \$5.3M.

SUMMARY

The FY 2016-17 balanced budget controls costs while continuing to provide the high level of service our customers expect. The budget is balanced and it includes key components to position GUC for long-term sustainability and growth. By focusing on business fundamentals, this budget helps establish the foundation for providing safe and reliable service at the lowest reasonable costs to GUC's customers for the future.



Anthony C. Cannon
General Manager/CEO

ORDINANCE NO. 16-037
CITY OF GREENVILLE, NORTH CAROLINA
2016-17 GREENVILLE UTILITIES COMMISSION BUDGET ORDINANCE

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN:

Section I. Estimated Net Revenues and Fund Balances. It is estimated that the following non-tax revenues and fund balances will be available during the fiscal year beginning July 1, 2016 and ending June 30, 2017 to meet the subsequent expenditures, according to the following schedules:

<u>Revenues</u>		<u>Budget</u>
A. <u>Electric Fund</u>		
Rates & Charges	\$173,925,971	
Fees & Charges	1,475,124	
Miscellaneous	2,111,369	
Interest on Investments	165,000	
Bond Proceeds	806,619	
Total Electric Fund Revenue		\$178,484,083
B. <u>Water Fund</u>		
Rates & Charges	\$18,715,321	
Fees & Charges	351,607	
Miscellaneous	240,370	
Interest on Investments	45,000	
Bond Proceeds	79,633	
Total Water Fund Revenue		\$19,431,931
C. <u>Sewer Fund</u>		
Rates & Charges	\$21,728,078	
Fees & Charges	341,518	
Miscellaneous	129,041	
Interest on Investments	32,000	
Bond Proceeds	167,880	
Transfer from Cap Projects	800,000	
Total Sewer Fund Revenue		\$23,198,517
D. <u>Gas Fund</u>		
Rates & Charges	\$35,653,000	
Fees & Charges	142,153	
Miscellaneous	145,350	
Interest on Investments	80,000	
Bond Proceeds	364,595	
Total Gas Fund Revenue		\$36,385,098
Total Revenues		\$257,499,629

Section II: Expenditures. The following amounts are hereby estimated for the Greenville Utilities Commission to be expended for managing, operating, improving, maintaining, and extending electric, water, sewer and gas utilities during the fiscal year beginning July 1, 2016 and ending on June 30, 2017, according to the following schedules:

<u>Expenditures</u>	<u>Budget</u>
Electric Fund	\$178,484,083
Water Fund	19,431,931
Sewer Fund	23,198,517
Gas Fund	<u>36,385,098</u>
 Total Expenditures	 <u><u>\$257,499,629</u></u>

Section III: Amendments. (a) Pursuant to General Statutes 159-15, this budget may be amended by submission of proposed changes to the City Council.

(b) Notwithstanding Subsection (a) above, the General Manager/CEO of Greenville Utilities Commission is authorized to transfer funds from one appropriation to another in an amount not to exceed \$100,000. Any such transfers shall be reported to the Greenville Utilities Commission and the City Council at their next regular meeting and shall be entered in the minutes.

(c) In case of emergency which threatens the lives, health, or safety of the public, the General Manager/CEO may authorize expenditures in an amount necessary to meet the emergency so long as such amount does not exceed the amount in contingency accounts and the expenditure is reported to the Greenville Utilities Commission as soon as possible, and appropriate budget amendments are submitted to the City Council, if necessary, at its next regular meeting.

Section IV: Distribution. Copies of this ordinance shall be furnished to the General Manager/CEO and the Chief Financial Officer of the Greenville Utilities Commission, and the Director of Financial Services of the City of Greenville to be kept on file by them for their direction in the disbursement of funds.

Adopted this the 16th day of June, 2016.



Allen M. Thomas, Mayor

Attest:



Carol L. Barwick, City Clerk



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**GREENVILLE UTILITIES COMMISSION
 REVENUE AND EXPENDITURES
 ALL FUNDS**

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 268,820,262	\$ 273,675,051	\$ 259,899,732	\$ 251,925,450	\$ 250,022,370	\$ 254,420,307
Fees & Charges	1,916,225	2,017,006	2,017,006	2,127,893	2,170,451	2,213,861
U. G. & Temp. Ser. Chgs.	122,437	113,989	113,989	137,206	139,951	142,751
Miscellaneous	2,177,843	1,468,167	1,468,167	2,360,692	2,626,130	2,856,818
Interest on Investments	311,225	233,034	233,034	325,393	322,000	322,000
Bond Proceeds	-	666,980	666,980	653,737	1,418,727	608,873
Transfer from Rate Stabilization	-	1,500,000	-	-	-	-
Transfer from Capital Projects	-	-	-	-	800,000	-
Appropriated Fund Balance	-	10,250,000	10,250,000	8,250,000	-	-
	<u>\$ 273,347,992</u>	<u>\$ 289,924,227</u>	<u>\$ 274,648,908</u>	<u>\$ 265,780,371</u>	<u>\$ 257,499,629</u>	<u>\$ 260,564,610</u>
EXPENDITURES:						
Operations	\$ 53,361,561	\$ 60,787,370	\$ 60,787,370	\$ 58,956,992	\$ 64,389,120	\$ 65,135,235
Purchased Power	157,930,812	157,814,859	129,515,117	128,347,977	128,765,671	129,105,795
Purchased Gas	22,100,584	27,135,900	27,135,900	19,704,000	21,383,200	21,524,100
Capital Outlay	9,179,456	7,578,067	7,578,067	7,284,489	9,686,918	7,798,738
Debt Service	15,147,316	15,847,670	15,847,670	14,851,840	14,683,867	15,829,985
City Turnover - General	5,747,833	5,747,165	5,747,165	6,592,442	5,723,000	6,557,000
Street Light Reimbursement	757,210	752,835	752,835	752,835	775,420	798,683
Transfer to OPEB Trust	400,000	450,000	450,000	450,000	500,000	500,000
Transfer to Rate Stabilization	1,500,000	-	13,000,000	13,000,000	4,500,000	1,200,000
Transfer to Capital Projects	4,600,000	11,750,000	11,750,000	13,950,000	4,850,000	8,700,000
Transfer to Designated Reserve	800,000	1,125,000	1,125,000	1,000,000	1,050,000	1,750,000
Operating Contingencies	-	935,361	959,784	889,796	1,192,433	1,665,074
	<u>\$ 271,524,772</u>	<u>\$ 289,924,227</u>	<u>\$ 274,648,908</u>	<u>\$ 265,780,371</u>	<u>\$ 257,499,629</u>	<u>\$ 260,564,610</u>

**GREENVILLE UTILITIES COMMISSION
BUDGET BY DEPARTMENT
2016-2017**

Department	Electric	Water	Sewer	Gas	Total
Governing Body and Administration	889,627	885,660	888,160	900,660	3,564,107
Finance	5,151,226	1,651,520	1,617,307	1,602,545	10,022,598
Human Resources	1,130,051	606,365	578,803	440,993	2,756,212
Information Technology	4,044,519	1,006,327	1,010,568	1,084,051	7,145,465
Customer Relations	3,578,690	223,671	223,671	332,339	4,358,371
Electric Department	16,891,643	-	-	-	16,891,643
Shared Resources	27,500	22,250	22,250	23,000	95,000
Meter	1,558,399	425,027	425,027	425,027	2,833,480
Water Department	-	9,181,050	-	-	9,181,050
Sewer Department	-	-	10,137,055	-	10,137,055
Gas Department	-	-	-	6,362,292	6,362,292
Utility Locating Service	182,189	182,192	182,192	182,192	728,765
Ancillary	145,030,239	5,247,869	8,113,484	25,031,999	183,423,591
Grand Total	178,484,083	19,431,931	23,198,517	36,385,098	257,499,629

2015-2016

Department	Electric	Water	Sewer	Gas	Total
Governing Body and Administration	862,745	709,263	711,763	872,763	3,156,534
Finance	5,120,157	1,519,042	1,488,836	2,274,770	10,402,805
Human Resources	996,386	521,232	497,538	404,076	2,419,232
Information Technology	3,464,371	932,812	823,098	1,093,606	6,313,887
Customer Relations	3,445,270	215,328	215,328	430,662	4,306,588
Electric Department	15,426,636	-	-	-	15,426,636
Shared Resources	86,250	18,500	18,500	21,750	145,000
Meter	1,485,862	405,240	405,240	405,240	2,701,582
Water Department	-	8,478,132	-	-	8,478,132
Sewer Department	-	-	8,568,238	-	8,568,238
Gas Department	-	-	-	5,902,980	5,902,980
Utility Locating Service	135,952	135,957	135,957	135,957	543,823
Ancillary	169,203,260	5,583,833	10,696,798	36,074,899	221,558,790
Grand Total	200,226,889	18,519,339	23,561,296	47,616,703	289,924,227

**GREENVILLE UTILITIES COMMISSION
EXPENDITURES BY DEPARTMENT**

Department	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget	2017-2018 Plan
Governing Body and Administration	2,959,509	3,156,534	3,392,910	3,564,107	3,502,142
Finance	8,680,780	10,402,805	8,667,116	10,022,598	10,084,108
Human Resources	2,124,517	2,419,232	2,556,441	2,756,212	2,834,030
Information Technology	4,882,870	6,313,887	6,066,391	7,145,465	6,857,155
Customer Relations	3,611,615	4,306,588	3,939,003	4,358,371	4,305,157
Electric Department	15,059,582	15,426,636	15,562,016	16,891,643	17,440,557
Shared Resources	889,865	145,000	100,000	95,000	95,000
Meter	2,482,365	2,701,582	2,657,499	2,833,480	2,787,401
Water Department	8,207,877	8,478,132	8,570,113	9,181,050	9,115,678
Sewer Department	8,165,291	8,568,238	8,298,923	10,137,055	9,119,876
Gas Department	4,995,880	5,902,980	5,870,899	6,362,292	6,125,132
Utility Locating Service	480,864	543,823	560,170	728,765	667,737
Ancillary	208,983,755	221,558,790	199,538,890	183,423,591	187,630,637
Total	271,524,771	289,924,227	265,780,371	257,499,629	260,564,610

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
ELECTRIC FUND**

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 196,828,376	\$ 194,107,125	\$ 180,331,806	\$ 180,957,143	\$ 173,925,971	\$ 174,521,779
Fees & Charges	1,221,977	1,193,900	1,193,900	1,312,993	1,339,253	1,366,039
U. G. & Temp. Ser. Chgs.	119,537	110,886	110,886	133,206	135,871	138,589
Miscellaneous	1,541,260	969,795	969,795	1,829,520	2,111,369	2,332,440
Interest on Investments	162,186	119,083	119,083	164,581	165,000	165,000
Bond Proceeds	-	226,100	226,100	283,776	806,619	52,750
Transfer from Rate Stabilization	-	1,500,000	-	-	-	-
Appropriated Fund Balance	-	2,000,000	2,000,000	-	-	-
	<u>\$ 199,873,336</u>	<u>\$ 200,226,889</u>	<u>\$ 184,951,570</u>	<u>\$ 184,681,219</u>	<u>\$ 178,484,083</u>	<u>\$ 178,576,597</u>
EXPENDITURES:						
Operations	\$ 22,957,060	\$ 26,277,340	\$ 26,277,340	\$ 25,659,586	\$ 28,442,836	\$ 29,089,354
Purchased Power	157,930,812	157,814,859	129,515,117	128,347,977	128,765,671	129,105,795
Capital Outlay	5,906,099	4,746,289	4,746,289	4,469,891	5,011,008	4,725,298
Debt Service	3,408,847	3,512,883	3,512,883	3,282,274	3,276,228	3,577,039
City Turnover - General	4,386,679	4,345,176	4,345,176	4,777,152	3,863,000	4,446,000
Street Light Reimbursement	757,210	752,835	752,835	752,835	775,420	798,683
Transfer to OPEB Trust	220,000	247,500	247,500	247,500	275,000	275,000
Transfer to Rate Stabilization	1,500,000	-	13,000,000	13,000,000	4,500,000	1,200,000
Transfer to Capital Projects	2,500,000	2,000,000	2,000,000	3,100,000	2,400,000	3,300,000
Transfer to Designated Reserves	-	-	-	300,000	300,000	600,000
Operating Contingencies	-	530,007	554,430	744,004	874,920	1,459,428
	<u>\$ 199,566,707</u>	<u>\$ 200,226,889</u>	<u>\$ 184,951,570</u>	<u>\$ 184,681,219</u>	<u>\$ 178,484,083</u>	<u>\$ 178,576,597</u>

GREENVILLE UTILITIES COMMISSION
 REVENUE AND EXPENDITURES
 WATER FUND

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 16,753,280	\$ 17,844,952	\$ 17,844,952	\$ 17,697,267	\$ 18,715,321	\$ 20,122,505
Fees & Charges	274,387	348,516	348,516	340,713	347,527	354,478
Temporary Services Charges	2,900	3,103	3,103	4,000	4,080	4,162
Miscellaneous	266,126	237,759	237,759	243,132	240,370	245,232
Interest on Investments	42,867	38,209	38,209	47,691	45,000	45,000
Bond Proceeds	-	46,800	46,800	112,720	79,633	278,328
	<u>\$ 17,339,560</u>	<u>\$ 18,519,339</u>	<u>\$ 18,519,339</u>	<u>\$ 18,445,523</u>	<u>\$ 19,431,931</u>	<u>\$ 21,049,705</u>
EXPENDITURES:						
Operations	\$ 11,409,436	\$ 12,377,137	\$ 12,377,137	\$ 12,414,262	\$ 13,202,792	\$ 13,345,000
Capital Outlay	867,400	558,369	558,369	650,054	981,270	718,210
Debt Service	3,980,024	3,748,645	3,748,645	3,754,868	3,595,217	3,777,344
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	300,000	1,050,000	1,050,000	1,400,000	1,100,000	2,600,000
Transfer to Designated Reserves	500,000	600,000	600,000	100,000	300,000	450,000
Operating Contingencies	-	117,688	117,688	58,839	177,652	84,151
	<u>\$ 17,116,860</u>	<u>\$ 18,519,339</u>	<u>\$ 18,519,339</u>	<u>\$ 18,445,523</u>	<u>\$ 19,431,931</u>	<u>\$ 21,049,705</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
SEWER FUND**

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 18,896,038	\$ 20,032,937	\$ 20,032,937	\$ 20,377,940	\$ 21,728,078	\$ 23,600,423
Fees & Charges	280,526	335,902	335,902	334,822	341,518	348,348
Miscellaneous	162,375	121,431	121,431	139,384	129,041	131,286
Interest on Investments	31,999	21,246	21,246	32,409	32,000	32,000
Bond Proceeds	-	49,780	49,780	145,483	167,880	227,045
Transfer from Capital Projects	-	-	-	-	800,000	-
Appropriated Fund Balance	-	3,000,000	3,000,000	3,000,000	-	-
	<u>\$ 19,370,938</u>	<u>\$ 23,561,296</u>	<u>\$ 23,561,296</u>	<u>\$ 24,030,038</u>	<u>\$ 23,198,517</u>	<u>\$ 24,339,102</u>
EXPENDITURES:						
Operations	\$ 11,208,281	\$ 12,077,179	\$ 12,077,179	\$ 12,100,493	\$ 13,141,223	\$ 13,340,712
Capital Outlay	988,308	787,319	787,319	643,278	1,943,810	670,560
Debt Service	6,367,411	6,496,348	6,496,348	6,396,422	6,233,324	6,855,204
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	300,000	3,450,000	3,450,000	4,200,000	1,250,000	2,600,000
Transfer to Designated Reserves	300,000	525,000	525,000	600,000	450,000	700,000
Operating Contingencies	-	157,950	157,950	22,345	105,160	97,626
	<u>\$ 19,224,000</u>	<u>\$ 23,561,296</u>	<u>\$ 23,561,296</u>	<u>\$ 24,030,038</u>	<u>\$ 23,198,517</u>	<u>\$ 24,339,102</u>

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**GREENVILLE UTILITIES COMMISSION
 REVENUE AND EXPENDITURES
 GAS FUND**

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 36,342,568	\$ 41,690,037	\$ 41,690,037	\$ 32,893,100	\$ 35,653,000	\$ 36,175,600
Fees & Charges	139,335	138,688	138,688	139,365	142,153	144,996
Miscellaneous	208,082	139,182	139,182	148,656	145,350	147,860
Interest on Investments	74,173	54,496	54,496	80,712	80,000	80,000
Bond Proceeds	-	344,300	344,300	111,758	364,595	50,750
Appropriated Fund Balance	-	5,250,000	5,250,000	5,250,000	-	-
	<u>\$ 36,764,158</u>	<u>\$ 47,616,703</u>	<u>\$ 47,616,703</u>	<u>\$ 38,623,591</u>	<u>\$ 36,385,098</u>	<u>\$ 36,599,206</u>
EXPENDITURES:						
Operations	\$ 7,786,784	\$ 10,055,714	\$ 10,055,714	\$ 8,782,651	\$ 9,602,269	\$ 9,360,169
Purchased Gas	22,100,584	27,135,900	27,135,900	19,704,000	21,383,200	21,524,100
Capital Outlay	1,417,649	1,486,090	1,486,090	1,521,266	1,750,830	1,684,670
Debt Service	1,391,034	2,089,794	2,089,794	1,418,276	1,579,098	1,620,398
City Turnover	1,361,154	1,401,989	1,401,989	1,815,290	1,860,000	2,111,000
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	1,500,000	5,250,000	5,250,000	5,250,000	100,000	200,000
Operating Contingencies	-	129,716	129,716	64,608	34,701	23,869
	<u>\$ 35,617,205</u>	<u>\$ 47,616,703</u>	<u>\$ 47,616,703</u>	<u>\$ 38,623,591</u>	<u>\$ 36,385,098</u>	<u>\$ 36,599,206</u>



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FY 2016-2017 BUDGET & 2017-2018 PLAN

GLOSSARY

Accrual	Adjusting journal entries designed to ensure that assets and liabilities that are created or discharged because of operating activities of the current period are recognized as revenues and expenses in that period.
Activity	An activity is a set of or grouping of similar processes or tasks that converts inputs to outputs. An activity is a service provided under a program budget.
Ad Valorem Tax	Property taxes on the assessed value of a property. Ad valorem is Latin for “according to value.”
Amendment	Any change to the revenue/expenditure of a previously adopted budget. Amendments may be recommended by the Mayor or City Council.
Appropriation	Money set apart for a special use authorized by City Council to expend funds for certain purposes within a specific time frame.
Balanced Budget	Current operating revenues will be sufficient to support current operating expenditures.
Biennial Budget	A budget applicable for two years.
Budget	A plan of financial operation with an estimate of proposed expenditures and the means of financing them for a given period of time. An estimate of (statement of probable) revenues and expenditures by the government in the ensuing year, with financial proposals in connection therewith, such as measures for meeting a deficiency or measures for disposing of a surplus.
Budget Allocation	Budgetary allocations are integral components to an annual budget or financial plan. They indicate the level of resources an organization is committing to a department or program.
Budget Message	A general discussion of the proposed budget presented in writing by the City Manager as a part of the proposed budget document. The budget message explains principal budget issues against the background of financial experience of recent years and presents recommendations made by the Mayor and City Council.

Capital Equipment	Capital purchases of major equipment items, which are not permanently attached to a public facility. Useful life is greater than or equal to 5 years and cost is greater or equal to \$35,000.
Capital Outlay	Expenditures which result in the acquisition of, or addition to, short-lived general fixed assets; includes all equipment greater than or equal to \$5,000.
Community Development Block Grant (CDBG)	A fund which accounts for federal entitlement funds received under Title I of the Housing and Community Development Act of 1974. These funds support public improvements and redevelopment and conservation activities within targeted neighborhoods.
Debt Services	The City's obligation to pay principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.
Department	The basic organizational unit of government, which is functionally unique in its delivery of service. Its components are hierarchically arranged.
Encumbrances	Funds set aside or committed for future expenditures through purchase orders, contracts or requisitions.
Enterprise Funds	A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises and where it is the intent that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.
Expenditures	Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered. Decreases in net financial resources.
Expenses	Decreases in net total assets. Expenses represent charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest, and other charges.
Facilities Improvement Plan	A fund used to fund a major maintenance, renovation and repair needs for City of Greenville maintained buildings, facilities, and structures.
Fixed Assets	Assets of a long-term character, which are intended to continue to be held or used; land, buildings, improvements other than buildings, and machinery and equipment.
Fund	An independent fiscal and accounting entity with a self-basing set of accounts recording its assets, liabilities, fund balances, retained earnings, revenues, and expenditures.
General Fund	The primary operating fund, which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the City.

General Obligation Bonds	Bonds sold by the City to private investors to provide long-term financing for Capital Project needs. The City pledges its full faith and credit to the repayment of these bonds.
Goal	A broad statement determined at the highest level of government of what the City would like to accomplish over an extended length of time.
Government Finance Officers Association	A professional association of state/provincial and local finance officers in the United States and Canada, which has served the public finance profession since 1906.
Greenville Utilities Commission (GUC)	A City-owned utility system that provides electric, water, sewer, and gas.
Income	A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenues over expenses.
Internal Service Fund	A proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis. The City includes three internal service funds as part of the budget process: the Fleet Maintenance Fund to account for the maintenance of all City vehicles, the Vehicle Replacement Fund to fund the purchase of all City vehicles, and the Facilities Improvement Fund to fund the major maintenance, renovation, and repair needs of City-maintained buildings, facilities, and structures.
Investments	Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments.
Non-operating Expenses	Fund expenses that are not directly related to the fund's primary service activities.
Objective	A simply stated, readily measureable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard of performance for a given program.
Obligations	Amounts that a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.
Operating Expenses	Fund expenses that are directly related to the fund's primary service activities.

Operating and Financial Plan	A budgetary plan developed as a tool for planning, management, and control. As a planning tool, it is used to establish programmatic and financial goals and objectives. As a management tool, the plan is to direct organizational units toward established objectives for service delivery. Finally, as a control tool -- the traditional use of budgeting -- the plan is used for financial accountability.
Ordinance	A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as State statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.
Organization	An organized body of people with a particular purpose.
Proposed Budget	The budget formally submitted by the City Manager to the Mayor and City Council for its consideration. Recommended budget documents are also available to the public.
Proprietary Funds	Funds that are established to be self-funded through charges for services. The City of Greenville proprietary funds include the four operating funds of Greenville Utilities (electric, water, sewer, gas), Sanitation, Public Transportation (Transit), and Stormwater Utility.
Reserve for Contingencies	A budgetary account set aside for use by the City Council in dealing with emergencies or unforeseen expenditures.
Revenues	(1) Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers. Under GASB pronouncements, general long-term proceeds and operating transfers-in are classified as "other financing sources" rather than revenues. (2) Increases in proprietary fund type net total assets from other expense refunds, capital contributions, and residual equity transfers. Under GASB pronouncements, operating transfers-in are classified separately from revenues.
Structurally Balanced Budget	A budget in which budgeted appropriations are supported by available revenues without reliance upon increases in appropriated fund balance; increases in appropriations only occur as corresponding increases in revenue are available or identified.
Vehicle Replacement Fund	Monies to fund the City's capital budget, for the replacement of vehicles, and certain capital equipment greater than or equal to \$5,000.



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