



**TOWN OF MOREHEAD CITY
ADOPTED BUDGET
FY 2016/2017**

MAYOR

Gerald A. Jones, Jr.

COUNCIL

**William F. Taylor, Mayor Pro Tem
George W. Ballou
Demus L. Thompson
Harvey N. Walker
Diane Warrender**

CITY MANAGER

David S. Whitlow

FINANCE DIRECTOR

Jewel Lasater

CITY CLERK

Jeanne M. Giblin, MMC

DEPUTY CITY CLERK

Janet Hill, CMC

Town of Morehead City Vision Statement

Morehead City is the hub of the Crystal Coast and gateway to the world. We are a small town with southern charm, embracing big city possibilities. Preserving and protecting our environment and history, we actively engage the future, providing for the needs of our growing, diverse community. Morehead City is the premier destination for visitors and residents desiring to experience friendly, safe and active neighborhoods. Endowed with pristine waters and home to a rich heritage of water-based industry, we envision a brilliant future of economic opportunity. We encourage partnerships with those wishing to experience limitless choices in a welcoming atmosphere. All this in a setting of stable, efficient and fiscally sound government, we are committed to remaining that “little slice of heaven since 1857”.

MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL

William F. Taylor, *Mayor Pro Tem*
George W. Ballou
Demus L. Thompson
Harvey N. Walker, Jr.
Diane C. Warrender

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David S. Whitlow
City Manager

April 12, 2016

Honorable Mayor Gerald A. "Jerry" Jones
Members of City Council

Dear Mayor and Members of Council:

I am pleased to transmit the proposed Fiscal Year 2016—17 Budget to you for your consideration and adoption. This budget has involved much effort on the part of each department over many months and represents our best effort at trying to fulfill the desired goals of the Council and to meet the needs of the community while maintaining taxes at a reasonable level.

The budget proposes expenditures of \$13,526,326 in the General Fund, \$4,665,684 in the Fire/EMS Fund, and \$7,168,059 in the Water/Sewer Fund, and \$953,727 in the Sanitation Fund. This budget is balanced with taxes, fees, intergovernmental transfers and the use of Unappropriated Fund Balance.

The proposed budget does not require an increase in the Ad Valorem rate. There are recommendations for increases in some Planning and Inspection fees and in Parks and Recreation fees. There is also a recommendation for a 4% increase in Water and Sewer charges, based upon the biennial cost analysis of the system. It should be noted in this latter case that this is 2% less than the recommended fee structure from the last analysis.

There are several major capital projects fully funded within the proposed budget, including the construction of a new vehicle maintenance facility adjacent to the present facility on North 25th Street, the reconstruction of the tennis courts and lighting at Shevans Park, the replacement of wiring and HVAC at the Webb Memorial Library, purchase of several police vehicles, the renovation of the bathrooms in the southwest wing of the Recreation Center, purchase of an improved pavement roller, purchase and installation of a new server system at the Police Department, purchase of a new financial software system and several other items. During the budget work sessions, the Council may wish to discuss the possibility of undertaking all of the Webb Memorial Library improvements and rolling several of the capital projects into a USDA community facilities borrowing of a medium term—(ten (10) years or less) rather than utilizing as much of the Undesignated Fund Balance.

The budget includes a cost of living adjustment for all employees of .7%. This is based upon the Consumer Price Index for the period January 1, 2015 through December 31, 2015 as compiled and reported by the U. S. Bureau of Labor Standards. In addition, all employees are eligible for a performance increase based upon their annual performance evaluations. Under this program, employees may receive an increase ranging from 0—3%. The proposed budget also funds the employee only cost of health insurance. With only some minor adjustment of the co-payment requirements for prescriptions, we were able to negotiate a rate increase of only 5.5% for the coming fiscal year. This is

due only to the diligence of all of the employees in taking wellness seriously and following the recommendations for healthy living.

The proposed budget also meets the Council's goal of maintaining an Undesignated Fund Balance in the amount of \$2,500,000 to \$2,750,000, ending the Fiscal Year on June 30, 2017 with a fund balance in excess of \$2,800,000.

You will notice that the format of the proposed budget document itself is different from prior years. The goal of the staff, in providing this narrative, is to better explain what takes place within the many departments and functions of the City, both for the information of the Council and the information of the general public. We will continue to refine this process to try to make our financial systems as transparent as possible and our budget system as friendly for all users as we can make it. We welcome your thoughts and comments so that we can make future revisions as valuable to you as they can be made.

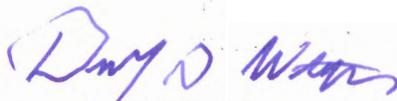
In the coming year, we anticipate developing a more detailed set of finance guidance positions that will help in the preparation of the Annual Financial Plan. Adding such things as guidelines for the creation of new debt, fund balance requirements, the use of fees and user charges to supplement taxes, and refinement of capital projects will all be a part of this process in an effort to try to make the budget more inclusive of the Council's desires.

Finally, I would personally like to thank several team members who put exceptional efforts into completing the proposed budget:

Jewel Lasater, who as Finance Director has "flown solo" on this effort for the first time;
Leeann Vinson, who as our brand new Assistant Finance Director provided tremendous assistance in checking and double checking the numbers and preparing graphics;
Jeanne Giblin, City Clerk, who served as the final editor of the expanded narratives;
Janet Hill, Deputy City Clerk, who copied and assembled the document;
All Department Directors who took on the task of developing a different kind of narrative to tell the stories of their individual departments.

We appreciate the direction and support that the Council provides in all of our programs and projects and the improvements in the quality of life in Morehead City that only come about through the actions of the Council. We look forward to beginning the budget deliberations with the Council and to assisting you with any other information that would be helpful to you in this process.

Respectfully submitted,



David S. Whitlow
City Manager

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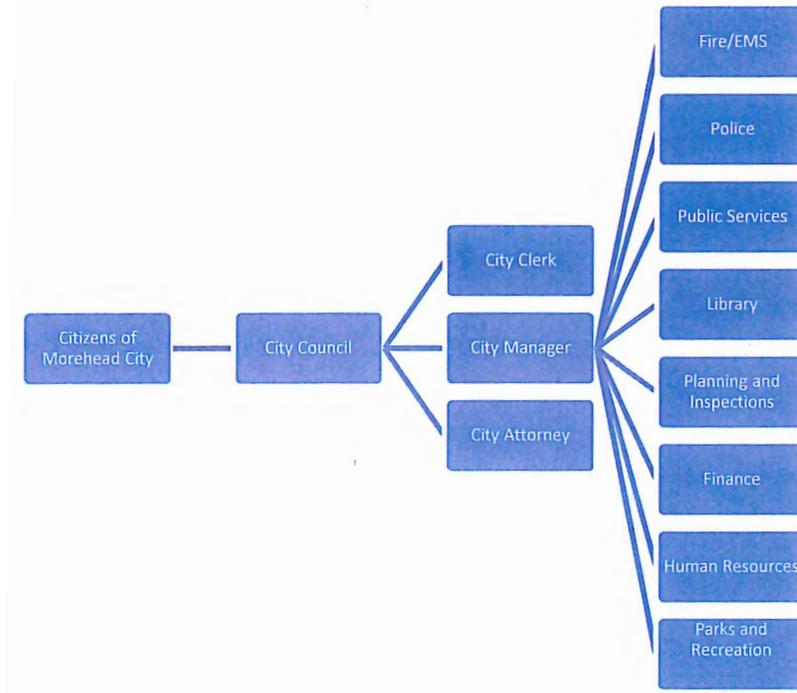
Introduction

Morehead City . . . A little piece of heaven since 1857. Morehead City has seen tremendous change in the 159 years of its existence. From a small port and fishing community of the 19th century to a center of marine science, medical services, cargo port, and commerce, Morehead City is the town that makes the Crystal Coast sparkle.

Our annual financial plan provides us with the opportunity to discuss those things that we have done in the past, what we are currently doing and how we aspire to change in the future. The plan is more than a simple accounting of the dollars and cents but also a way of quantifying past accomplishments and future needs.

We, as the local government, look forward to working with our citizens and visitors to strive for a constantly improving community and a vibrant future.

Town of Morehead City Organizational Chart



Our organization operates upon a philosophy of providing quality services to the community at a reasonable price. In the 159 years since the founding of Morehead City, the range of services has grown tremendously, but the focus on serving the needs of the community, both residents and visitors has not changed.

Our functional service areas are broken out as follows:

Public Safety, including police, fire, emergency medical services and building inspection

Utilities, including water and waste water treatment

Parks and recreation

Development and environmental protection, including planning, flood plain management, zoning and land subdivision

Administration, including archives, personnel services, accounting and financial management, general management and purchasing

We employ over 150 dedicated full time people, ranging from sewage treatment plant operators to police officers to firemen to accountants. We provide for the safety of our residents, visitors and businesses through police, fire/EMS, building inspection, and utilities. We provide a high quality of life, not just through our beautiful location, but with many parks and recreational programs for all ages and interests, a free library and meeting center and a small civic center located within our historical train depot. We protect the environment through careful treatment of waste water, provision of curbside solid waste collection, requirements for erosion and sediment control measures, and protection of wetlands and waterways. We are a growing community in a beautiful location that benefits from natural splendors, cutting edge science and medical care, connections to the world through a deep water port and a high quality educational system.

Adopted Vision Statement

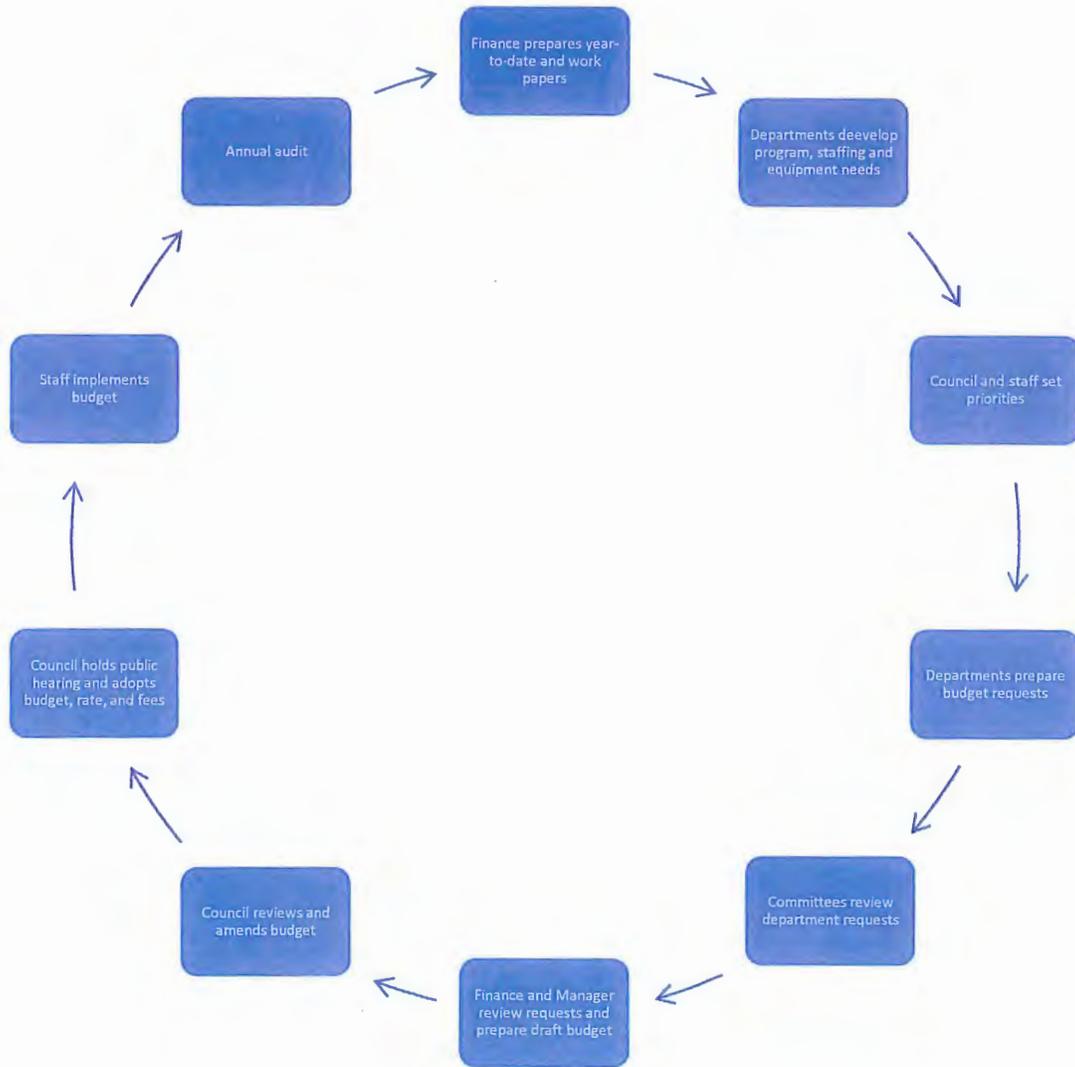
Morehead City is the hub of the Crystal Coast and gateway to the world. We are a small town with southern charm, embracing big city possibilities. Preserving and protecting our environment and history, we actively engage the future, providing for the needs of our growing, diverse community. Morehead City is the premier destination for visitors and residents desiring to experience friendly, safe and active neighborhoods. Endowed with pristine waters and home to a rich heritage of water-based industry, we envision a brilliant future of economic opportunity. We encourage partnerships with those wishing to experience limitless choices in a welcoming atmosphere. All this in a setting of stable, efficient and fiscally sound government, we are committed to remaining that "little slice of heaven since 1857".

Budget Process

Our budget process began in early December, when the Finance Department prepared year-to-date information for each Department, distributed budget request forms to Departments, and began to develop current year schedules. On February 5, the Council met for a full day with all Department Directors to discuss departmental needs, current issues, and to set priorities. During the months of January and February, Department Directors presented Department budget overviews to each of the Council Committees for discussion and general direction before submitting them to the Finance Department for inclusion in the overall budget. Department Directors developed narratives to accompany the budget. The Finance Department, working with the City Manager, then prepared the proposed budget for submission to the full Council at the regular April City Council meeting. The Council will then utilize the remainder of April and May to consider any changes it desires to make and hold a public hearing before adoption. General Statutes require that the budget be complete and adopted no later than June 30 of each year.

Our budget does not end with the adoption by Council. Once the budget is adopted, the City Manager and the staff are responsible for its implementation. This includes complying with all local, state and federal requirements, meeting all accounting standards, providing regular reports to the City Council and numerous state and federal agencies, amending the budget through the year to match changing conditions and requirements, and then conducting an annual audit.

The following chart depicts the budget and financial cycle in a summary fashion.



FY 2016—17 Budget Highlights

The proposed budget, if adopted as presented, requires no tax increase. This is accomplished through some modest increases that we have experienced in revenue collections as the economy has improved and through transfers from the Undesignated Fund Balance to cover all capital expenditures. Should the City Council approve these transfers, we will still be at the Council imposed Undesignated Fund Balance level of \$2,500,000 to \$2,750,000.

There are some recommended increases in fees for service in the area of Planning and Inspections, Recreation, and Water and Sewer. These fees are intended to simply cover the costs of services that are provided to specific users and not the populace as a whole.

Our annual financial plan encompasses current operating expenditures, capital improvements (those items of expense that are not an annual recurring expense and are generally durable goods or structures) and debt service, (payments on debt incurred in the development of projects and facilities expected to last for many years).

Over the past three (3) years, the Council approved the implementation of a salary improvement plan, to make Morehead City competitive with regional employers and to insure that the City could employ sufficient, well-qualified staff to operate its many programs and projects. With the completion of the implementation cycle of this effort, the City now moves into a maintenance phase. The recommended salary adjustments in the proposed budget include a merit or performance adjustment, based upon each employee's annual evaluation that can range from 0 to 3%, and a cost of living adjustment, based upon the US Department of Commerce's Consumer Price Index, 0.7% for the calendar year 2015.

Additional positions included in the recommended budget for the coming year are:

- 3 full-time Fire/EMS Responders
- 1 full-time Building Inspector
- 1 part-time Administrative Assistant in Human Resources
- 1 full-time Dock Master for waterfront management in the Recreation Department
- 1 full-time temporary Deputy Clerk to work with City Clerk for 6 months pending the retirement of the current clerk, at which time the position will be eliminated.

Capital items included in the budget include:

- A new vehicle repair shop
- Reconstruction of the tennis courts at Shevans Park
- Renovation of bathrooms at the Recreation Center
- Installation of an audio-visual system for the Council Chamber
- Replacement and upgrading of electrical and HVAC systems at the Webb Library
- Replacement of 1 pickup truck and 4 police vehicles

During the Council deliberations, the staff will raise the question as to whether the Council might have an interest in putting several of the larger capital items—vehicle repair shop, tennis courts, bathrooms at the Recreation Center and a full renovation of the Webb Library building under a single debt instrument, potentially through the USDA program, thereby not drawing down the Undesignated Fund Balance as severely. However, the proposed budget is calculated purely on a pay-as-you-go basis, assuming that all recommended expenditures utilize existing funds and expected revenues.

In the following pages you will find the detail of our budget. You will also find descriptions of what the City does and what it takes to provide the many services, programs and facilities that are provided for our citizens and visitors. This is a new addition to the budget and it is our hope that this information will give the reader a clearer understanding of the many missions of the City and will lead to a more engaged public.

Budget Overview

Structure of the Budget

The budget is structured in several different funds, including:

General Fund

The General Fund includes the legislative and administrative elements of the Town's operations; maintenance of buildings, grounds, and equipment; information technology; police services; street maintenance; library; planning; building inspections; finance; recreation and parks; donations to community organizations; and debt service.

Fire/EMS Fund

This fund provides for fire suppression activities; fire inspections; and emergency medical services. Because the services cover not just the Town limits of Morehead City, but also two (2) Fire Districts within the County and for which the department receives County payment, it is maintained as a separate fund for accounting purposes. Morehead City transfers General Fund revenues into this fund to cover the portion of the cost not paid for by EMS reimbursements from insurance and County contributions.

Water and Sewer Fund

The Water and Sewer fund is responsible for producing, treating, and distributing potable water and for collecting and treating waste water. This fund is operated as an enterprise fund and operates as a fully self-sufficient fund, using fees and user charges as its source of revenue. These fees are determined annually by the City Council. It does not receive general fund revenues and it does reimburse the General Fund for administrative services and shared equipment and charges.

Sanitation Fund

This fund is responsible for the collection and disposal of domestic solid waste and for operating a residential recycling program that handles glass, plastics, paper and cardboard, and metals. It is fully funded by user charges and does not receive general fund revenues. The fund does reimburse the General Fund for administrative services and shared equipment.

Water and Sewer Capital Project Fund

Because of the nature and expense of water and sewer improvements and the long term development of projects, a separate capital project fund is utilized to segregate the funds from the normal operating expenses. This fund comes totally from fees and charges to utility users and does not receive General Fund contributions.

Water and Sewer Capital Reserve Fund

This fund is used to accumulate monies received from impact fees for utility investments already made that are then used to fund future projects. The fund receives no General Fund contribution.

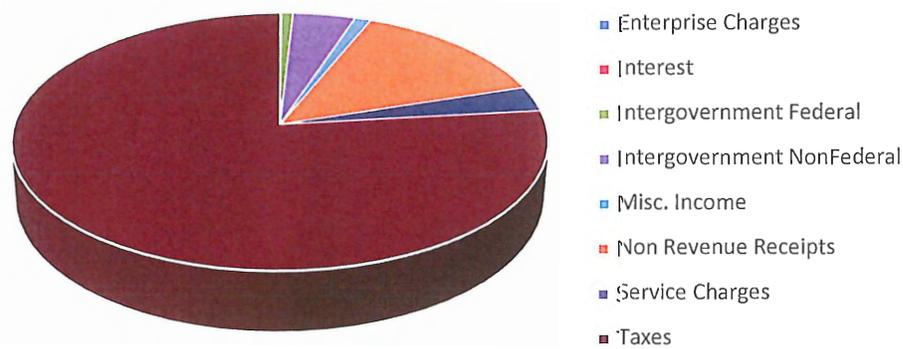
Each of the above mentioned funds includes revenues and expenditures.

Revenues

General Fund

The General Fund receives revenues from real, personal and sales taxes, intergovernmental transfers, intragovernmental transfers, rents, fees for services, grants, and limited types of sales. The total estimated revenue for Fiscal Year 2016—17 is \$13,526,326. This includes transfers from the Undesignated Fund Balance. The largest single source of revenue is the Ad Valorem tax, sales tax, and utility taxes, constituting a projected \$10,367,368, representing 76.6% of revenues. The chart below depicts the major revenue sources for the general fund.

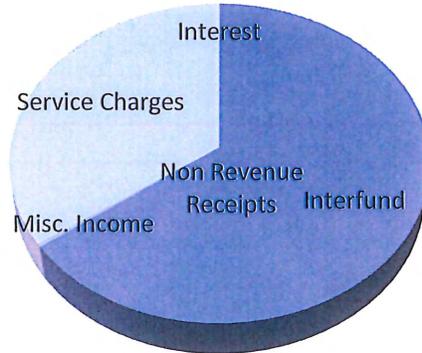
GENERAL FUND REVENUES YE 6/30/2017



Fire/EMS Fund

The Fire/EMS Fund contains transfers from the General Fund, payments for the two (2) fire districts that are outside the Town limits, fees from private insurance, Medicare and Medicaid and small amounts from donations and sales of surplus property. The largest portion of the budget is funded by General Fund transfers, constituting \$3,024,734, or 64.8% of the fund budget.

FIRE/EMS FUND REVENUES YE 6/30/2017



Other Funds

The remaining funds are operated as enterprise funds and receive all funding from direct fees and charges.

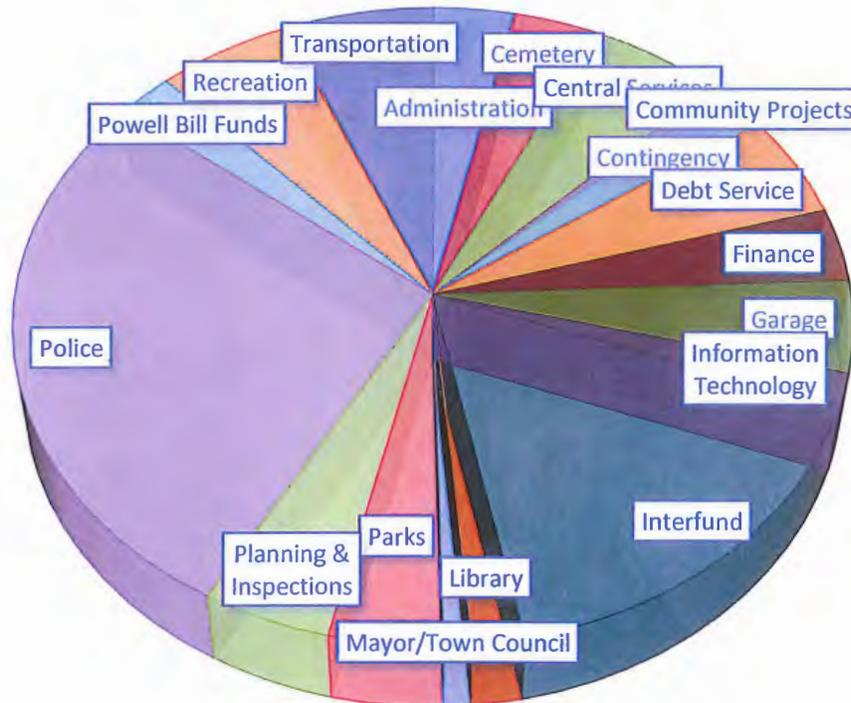
Expenditures

General Fund

The proposed General Fund expenditures total \$13,526,326. This represents an increase of \$1,584,175 over the current year amended budget. The majority of the increase represents capital projects, including a new vehicle repair facility, four (4) reconstructed tennis courts at Shevans Park, vehicles, a pavement roller, and replacement of wiring and HVAC at the Webb Memorial Library.

The following chart depicts the relative relationship of proposed expenditures by department.

GENERAL FUND EXPENDITURES YE 6/30/2017



Fire/EMS Fund

The proposed Fire/EMS fund is \$4,665,684. This represents a decrease of \$132,991, due largely to there being no major capital expenditure contemplated in the upcoming year. There are three (3) additional positions included in the request, with these positions budgeted for eight (8) months, beginning in October 2016.

Water/Sewer Fund

The proposed Water/Sewer Fund is \$7,168,059. This represents an increase of \$246,992, due largely to higher operational costs for three (3) water plants that we now operate, versus one (1) in prior years. Chemicals and materials represent most of the increase.

Sanitation Fund

The proposed Sanitation Fund is \$953,727. This represents an increase of \$16,727 or 1.78%. This increase occurs through our pre-negotiated contract with our vendor and varies by the CPI as well as volumes of solid waste and recycling tonnage.

The following sections provide revenue and expenditure details for all funds by department.

MOREHEAD CITY
NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL

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Diane C. Warrender

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David S. Whitlow
City Manager

**BUDGET ORDINANCE 2016-18
TOWN OF MOREHEAD CITY
FY2016-2017 ANNUAL BUDGET ORDINANCE**

BE IT ORDAINED by the Town Council of the Town of Morehead City, North Carolina:

SECTION I. GENERAL FUND

A. REVENUES ANTICIPATED:

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

| | |
|--------------------------------|---------------------|
| AD VALOREM TAXES | \$ 6,747,868 |
| OTHER TAXES | \$ 25,000 |
| UNRESTRICTED INTERGOVERNMENTAL | \$ 3,849,500 |
| RESTRICTED INTERGOVERNMENTAL | \$ 430,193 |
| PERMITS AND FEES | \$ 295,000 |
| SALES & SERVICES | \$ 258,950 |
| INVESTMENT EARNINGS | \$ 11,000 |
| MISCELLANEOUS | \$ 18,250 |
| FUND BALANCE APPROPRIATED: | |
| RESTRICTED AND COMMITTED | \$ 31,669 |
| UNASSIGNED | \$ <u>1,742,091</u> |
| TOTAL | \$13,409,521 |

B. EXPENDITURES AUTHORIZED BY DEPARTMENT:

The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017, in accordance with the chart of accounts heretofore established for the City:

| | |
|--|----------------------|
| MAYOR-COUNCIL | \$ 73,224 |
| ADMINISTRATION | \$ 459,834 |
| FINANCE | \$ 500,475 |
| CEMETERIES/BUILDINGS & GROUNDS | \$ 574,038 |
| CENTRAL SERVICES | \$ 800,460 |
| INFORMATION TECHNOLOGY | \$ 225,700 |
| GARAGE | \$ 574,929 |
| COMMUNITY PROJECTS | \$ 74,977 |
| POLICE | \$ 3,715,976 |
| FEDERAL DRUG FORFEITURES | \$ 3,769 |
| PLANNING & INSPECTIONS | \$ 617,952 |
| TRANSPORTATION | \$ 858,298 |
| POWELL BILL | \$ 490,450 |
| LIBRARY | \$ 206,170 |
| RECREATION | \$ 736,526 |
| PARKS | \$ 444,116 |
| DEBT SERVICE | \$ 709,693 |
| TRANSFERS TO OTHER FUNDS | \$ 3,024,734 |
| REIMBURSEMENTS FROM OTHER FUNDS [Contra] | \$ <831,800> |
| CONTINGENCY | \$ <u>150,000</u> |
| TOTAL | \$ 13,409,521 |

SECTION II. WATER/SEWER FUND

A. REVENUES ANTICIPATED:

It is anticipated that the following revenues will be available in the Water and Sewer Utility Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

WATER/SEWER UTILITY REVENUES \$ 7,168,059

B. EXPENDITURES AUTHORIZED:

The following amounts are hereby appropriated in the Water and Sewer Utility Fund for the operation of the Enterprise and its activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

WATER/SEWER UTILITY EXPENDITURES: \$ 7,168,059

SECTION III. OTHER FUNDS

It is estimated that the following revenues will be available and the corresponding expenditures will be appropriated in each fund for its operation and activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

| <u>Fund</u> | <u>Total Revenue</u> | <u>Total Expenditures</u> |
|------------------------------|----------------------|---------------------------|
| Fire/EMS Service | \$ 4,665,684 | \$ 4,665,684 |
| Solid Waste | \$ 953,727 | \$ 953,727 |
| Water/Sewer Capital Projects | \$ 1,045,000 | \$ 1,045,000 |
| Water/Sewer Rebatable | | |
| Capital Reserve | \$ 6,300 | \$ 6,300 |
| Water/Sewer Capital Reserve | <u>\$ 106,800</u> | <u>\$ 106,800</u> |
| TOTAL | \$ 6,777,511 | \$ 6,777,511 |

SECTION IV. AD VALOREM TAX

There is hereby levied a tax at the rate of thirty five [\$0.35] cents per one hundred [\$100] dollars valuation of property as listed on taxes as of January 1, 2016, for the purpose of raising the revenue listed as AD VALOREM TAXES in the General Fund in Section I of this Ordinance. This rate is based upon an estimated total valuation of property for the purpose of taxation of \$ 1,951,621,553. The estimated rate of collection for taxes levied by the Town for Fiscal Year 2016-2017 is ninety-nine percent [99.0 %].

SECTION V. AUTHORIZATION & LIMITATIONS

Per G.S. 159-13, the Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- A. Amounts between objects of expenditures within a department and within a function without limitation and without a report being required.
- B. No amounts between funds nor any contingency appropriation may be transferred within any annually budgeted fund without approval from the Council.
- C. No funds shall be transferred from any Capital Reserve Fund without approval from the Council.

SECTION VI. COPIES

True copies of the Line Item Budget and the Budget Ordinance as adopted by the Council shall be signed by the Mayor and City Clerk and furnished to the Finance Officer, Tax Collector and Budget Officer for their direction in carrying out their duties.

This Ordinance shall become effective upon adoption.

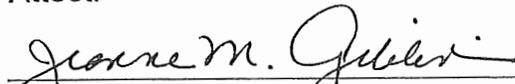
ADOPTED as submitted this the 14th day of June, 2016.

TOWN OF MOREHEAD CITY



Gerald A. Jones, Jr., Mayor

Attest:


Jeanne M. Giblin, City Clerk

Ref: Adopted Budget Ordinance 2016-2017
[\$0.35]

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|--|---------------------------|--------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| GENERAL FUND REVENUES | | | | | | | | |
| AD VALOREM TAXES | | | | | | | | |
| 10-3100-110 | REAL & PERSONAL TAXES | | | | | | | |
| | 6,089,596.21 | 6,069,500.00 | 6,253,000.00 | 6,505,744.16 | 104.04 | 6,514,227.00 | 6,495,287.00 | 6,495,287.00 |
| <div style="border: 1px solid black; padding: 5px;"> <p>Manager Recommended-FYE 6/30/17- The amount above is based on a tax rate of \$.35 per \$100 valuation with a 99% collection percentage.</p> <p>Council Approved-FYE 6/30/17- The amount above is based on a tax rate of \$.35 per \$100 valuation with a 99% collection percentage.</p> </div> | | | | | | | | |
| 10-3100-120 | MOTOR VEHICLE TAX | | | | | | | |
| | 241,020.04 | 199,700.00 | 252,000.00 | 233,627.34 | 92.70 | 238,652.00 | 268,431.00 | 268,431.00 |
| <div style="border: 1px solid black; padding: 5px;"> <p>Manager Recommended-FYE 6/30/17-The amount above is based on a tax rate of \$.35 per \$100 of valuation with a 99.5% collection percentage.</p> <p>Council Approved-FYE 6/30/17-The amount above is based on a tax rate of \$.35 per \$100 of valuation with a 99.5% collection percentage.</p> </div> | | | | | | | | |
| 10-3100-171 | PENALTIES & COSTS | | | | | | | |
| | 18,374.19 | 22,500.00 | 22,500.00 | 32,421.37 | 144.09 | 30,000.00 | 22,500.00 | 22,500.00 |
| 10-3100-172 | PENALTIES & COSTS-M/V TAX | | | | | | | |
| | 2,705.96 | 1,500.00 | 2,500.00 | 1,595.20 | 63.80 | 1,675.00 | 1,500.00 | 1,500.00 |
| 10-3100-175 | TAX LIENS | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3100-190 | DISCOUNT-TAXES | | | | | | | |
| | -72,846.51 | -70,000.00 | -75,000.00 | -82,445.35 | 109.92 | -82,400.00 | -80,000.00 | -80,000.00 |
| <div style="border: 1px solid black; padding: 5px;"> <p>Manager Recommended-FYE 6/30/17-The amount above is estimated at approximately 1.2% of the next fiscal year budgeted property taxes that are billed and collected by the Town (registered motor vehicles are not included).</p> <p>Council Approved-FYE 6/30/17-The amount above is estimated at approximately 1.2% of the next fiscal year budgeted property taxes that are billed and collected by the Town (registered motor vehicles are not included).</p> </div> | | | | | | | | |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|------------------------|-----------------------------|----------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 10-3199-110 | DELINQUENT TAXES | 46,030.84 | 40,000.00 | 40,000.00 | 44,140.81 | 110.35 | 40,780.00 | 40,000.00 | 40,000.00 |
| 10-3199-120 | DELINQUENT TAXES-M/V | 6,248.72 | 5,000.00 | 3,000.00 | 138.77 | 4.62 | 150.00 | 150.00 | 150.00 |
| <hr/> | | | | | | | | | |
| TOTAL AD VALOREM TAXES | | 6,331,129.45 | 6,268,200.00 | 6,498,000.00 | 6,735,222.30 | 103.65 | 6,743,084.00 | 6,747,868.00 | 6,747,868.00 |
| <hr/> | | | | | | | | | |
| OTHER TAXES | | | | | | | | | |
| 10-3260-310 | PRIVILEGE LICENSE | 46,958.20 | 48,000.00 | 0.00 | 70.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3260-580 | PRIVILEGE LICENSE PENALTIES | -16.11 | 0.00 | 0.00 | 17.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3285-310 | LEASED M/V & EQUIP TAX | 27,246.95 | 25,000.00 | 25,000.00 | 23,580.16 | 94.32 | 25,900.00 | 25,000.00 | 25,000.00 |
| <hr/> | | | | | | | | | |
| TOTAL OTHER TAXES | | 74,189.04 | 73,000.00 | 25,000.00 | 23,667.66 | 94.67 | 25,900.00 | 25,000.00 | 25,000.00 |
| <hr/> | | | | | | | | | |
| UNRESTRICTED INTERGOVT | | | | | | | | | |
| 10-3231-310 | ONE CENT SALES TAX | 1,019,230.42 | 885,000.00 | 1,015,000.00 | 667,151.37 | 65.72 | 1,015,000.00 | 1,040,000.00 | 1,040,000.00 |
| 10-3232-310 | 1/2 CENT SALES TAX(ART 40) | 440,513.08 | 378,400.00 | 435,000.00 | 298,672.53 | 68.66 | 435,000.00 | 479,000.00 | 479,000.00 |
| 10-3233-310 | 1/2 CENT SALES TAX(ART 42) | 486,215.49 | 442,500.00 | 508,000.00 | 317,587.75 | 62.51 | 508,000.00 | 520,000.00 | 520,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|--------------------------------|-------------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 10-3234-310 | 1/2 CENT SALES TAX(ART 44) | | | | | | | |
| | 390.74 | 0.00 | 0.00 | 91.30 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3235-310 | 1/2 CENT ART 44 HOLD HARMLESS | | | | | | | |
| | 361,587.46 | 309,000.00 | 358,000.00 | 251,205.60 | 70.16 | 358,000.00 | 414,000.00 | 414,000.00 |
| 10-3239-310 | TELECOMM SALES TAX | | | | | | | |
| | 135,764.77 | 134,000.00 | 135,000.00 | 54,839.83 | 40.62 | 135,000.00 | 104,000.00 | 104,000.00 |
| 10-3314-311 | VIDEO PROGRAMMING SALES TAX | | | | | | | |
| | 132,621.82 | 123,300.00 | 127,800.00 | 60,645.34 | 47.45 | 123,500.00 | 123,500.00 | 123,500.00 |
| 10-3321-310 | REVENUE-LIEU TAXES-STATE | | | | | | | |
| | 42,526.00 | 43,400.00 | 41,675.00 | 42,557.00 | 102.11 | 42,500.00 | 42,500.00 | 42,500.00 |
| 10-3322-310 | BEER & WINE TAX | | | | | | | |
| | 44,503.00 | 37,000.00 | 43,000.00 | 40,993.95 | 95.33 | 43,000.00 | 43,000.00 | 43,000.00 |
| 10-3324-211 | PIPED NAT GAS SALES(WAS EXCISE) TAX | | | | | | | |
| | 9,820.64 | 25,000.00 | 15,700.00 | 5,541.86 | 35.29 | 7,500.00 | 7,500.00 | 7,500.00 |
| 10-3324-310 | ELEC. SALES (WAS FRANCHISE) TAX | | | | | | | |
| | 794,067.14 | 490,000.00 | 714,000.00 | 454,530.32 | 63.65 | 868,000.00 | 868,000.00 | 868,000.00 |
| 10-3331-310 | REVENUE-LIEU TAXES-LOCAL | | | | | | | |
| | 18,967.71 | 15,100.00 | 18,950.00 | 23,203.45 | 122.44 | 23,000.00 | 23,000.00 | 23,000.00 |
| 10-3837-310 | ABC REVENUE | | | | | | | |
| | 174,901.00 | 163,000.00 | 175,000.00 | 155,113.00 | 88.63 | 185,000.00 | 185,000.00 | 185,000.00 |
| TOTAL UNRESTRICTED GOVT | | | | | | | | |
| | 3,661,109.27 | 3,045,700.00 | 3,587,125.00 | 2,372,133.30 | 66.12 | 3,743,500.00 | 3,849,500.00 | 3,849,500.00 |
| RESTRICTED INTERGOVT | | | | | | | | |
| 10-3301-231 | FEMA REIMBURSEMENT | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|----------------|--------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 10-3316-335 | POWELL BILL FUNDS | | | | | | | |
| | 274,388.38 | 268,300.00 | 269,450.00 | 272,445.16 | 101.11 | 272,455.16 | 270,000.00 | 270,000.00 |
| 10-3317-310 | CONTROLLED SUBSTNCE TX | | | | | | | |
| | 9,676.66 | 3,000.00 | 2,000.00 | 8,795.80 | 439.79 | 5,800.00 | 3,000.00 | 3,000.00 |
| 10-3431-231 | SCHOOL RESOURCE OFFICE-CART CO | | | | | | | |
| | 59,221.57 | 57,000.00 | 59,200.00 | 62,368.47 | 105.35 | 62,368.00 | 62,368.00 | 62,368.00 |
| 10-3431-232 | FED DRUG FORFEIT FUNDS | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-233 | COPS GRANT | | | | | | | |
| | 41,324.74 | 33,750.00 | 0.00 | 5,572.85 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-234 | GHSP GRANT | | | | | | | |
| | 5,407.50 | 7,350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-238 | BULLET PROOF VEST GRANT | | | | | | | |
| | 0.00 | 1,750.00 | 0.00 | 2,073.25 | 0.00 | 1,750.00 | 1,750.00 | 1,750.00 |
| 10-3431-235 | MISC POLICE GRANT | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-236 | HOUSING AUTHORITY GRANT | | | | | | | |
| | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 100.00 | 35,000.00 | 35,000.00 | 35,000.00 |
| 10-3431-330 | TEEN COURT GRANT | | | | | | | |
| | 49,958.00 | 55,500.00 | 20,306.00 | 20,306.00 | 100.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-331 | COURT RELEASED SIEZED PROPERTY | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-237 | NC DOT SIDEWALK GRANT | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431-841 | RESTITUTION FUNDS | | | | | | | |
| | 2,206.30 | 0.00 | 0.00 | 2,946.71 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3451-362 | DREDGING GRANT | | | | | | | |
| | 0.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

Month Fiscal Year
12 2016

Page 5

| Account Number | | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|-----------------------|--------------------------------|----------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 10-3473-362 | HARBOR RELATED GRANTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3491-331 | MOSQUITO CONTROL GRANT | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-3491-334 | CAMA | 4,700.00 | 3,500.00 | 3,500.00 | 5,645.00 | 161.28 | 4,000.00 | 4,000.00 | 4,000.00 |
| 10-3611-320 | LIBRARY FUNDING-CARTERET CO. | 53,075.00 | 53,075.00 | 53,075.00 | 53,075.00 | 100.00 | 53,075.00 | 53,075.00 | 53,075.00 |
| <hr/> | | | | | | | | | |
| TOTAL RESTRICTED GOVT | | 534,958.15 | 519,225.00 | 468,531.00 | 468,228.24 | 99.93 | 435,448.16 | 430,193.00 | 430,193.00 |
| <hr/> | | | | | | | | | |
| PERMITS & FEES | | | | | | | | | |
| 10-3261-310 | FRANCHISE FEES | 125.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3451-840 | SIDEWALK EXT FEES | 17,523.80 | 0.00 | 0.00 | 3,040.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3491-411 | INSPECTION FEES | 286,930.50 | 200,000.00 | 250,000.00 | 331,437.50 | 132.57 | 275,000.00 | 275,000.00 | 275,000.00 |
| 10-3491-412 | ZONING/PLANNING FEES & CHARGES | 24,979.34 | 15,000.00 | 17,500.00 | 26,006.85 | 148.61 | 20,000.00 | 20,000.00 | 20,000.00 |
| 10-3612-841 | REC DEVELOP FEES CITY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3612-842 | REC DEVELOP FEES ETJ | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | | |
| TOTAL PERMITS & FEES | | 329,558.64 | 215,000.00 | 267,500.00 | 360,484.35 | 134.76 | 295,000.00 | 295,000.00 | 295,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|------------------|--------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| SALES & SERVICES | | | | | | | | |
| 10-3419-411 | CEMETERY-FEES | | | | | | | |
| | 1,365.00 | 750.00 | 750.00 | 1,585.00 | 211.33 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-3419-471 | CEMETERY-SALE OF LOTS | | | | | | | |
| | 11,000.00 | 2,000.00 | 2,500.00 | 7,500.00 | 300.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 10-3431-411 | COURT COSTS & FEES | | | | | | | |
| | 3,813.59 | 4,000.00 | 3,500.00 | 3,355.31 | 95.86 | 3,500.00 | 3,500.00 | 3,500.00 |
| 10-3611-860 | LIBRARY-RENTALS/LEASES | | | | | | | |
| | 2,129.45 | 2,000.00 | 2,500.00 | 915.00 | 36.60 | 750.00 | 750.00 | 750.00 |
| 10-3611-890 | LIBRARY FINES | | | | | | | |
| | 1,630.70 | 1,500.00 | 1,750.00 | 1,261.65 | 72.09 | 1,500.00 | 1,500.00 | 1,500.00 |
| 10-3612-410 | REC-TRAIN DEPOT RENTAL | | | | | | | |
| | 15,035.00 | 8,000.00 | 13,000.00 | 10,426.00 | 80.20 | 10,000.00 | 10,000.00 | 10,000.00 |
| 10-3612-411 | REC-RENT/LEASE O/T DEPOT | | | | | | | |
| | 35,295.00 | 26,000.00 | 28,000.00 | 22,170.00 | 79.17 | 30,000.00 | 28,000.00 | 28,000.00 |
| 10-3612-414 | SUMMER CAMP FEES | | | | | | | |
| | 55,105.56 | 35,000.00 | 61,300.00 | 62,581.76 | 102.09 | 39,000.00 | 42,000.00 | 42,000.00 |
| 10-3612-416 | WEIGHT ROOM FEES | | | | | | | |
| | 16,257.90 | 10,000.00 | 12,000.00 | 14,385.00 | 119.87 | 12,000.00 | 19,000.00 | 19,000.00 |
| 10-3612-417 | ATHLETIC FEES | | | | | | | |
| | 20,368.47 | 14,000.00 | 15,000.00 | 13,975.89 | 93.17 | 14,000.00 | 17,000.00 | 17,000.00 |
| 10-3612-418 | REC-PROGRAM FEES | | | | | | | |
| | 16,074.39 | 16,000.00 | 16,000.00 | 10,845.65 | 67.78 | 9.00 | 10,000.00 | 6,000.00 |
| 10-3612-419 | LOT CLEANING FEES | | | | | | | |
| | 0.00 | 500.00 | 500.00 | 134.74 | 26.94 | 150.00 | 500.00 | 500.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|-----------------------------------|----------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 10-3612-481 | CONCESSION REVENUE | | | | | | | |
| | 2,291.48 | 2,500.00 | 2,000.00 | 1,784.22 | 89.21 | 1,500.00 | 1,700.00 | 1,700.00 |
| 10-3834-860 | RENTS-O/T REC, LIBRARY, DOCKS | | | | | | | |
| | 5,412.47 | 5,450.00 | 7,400.00 | 7,604.90 | 102.76 | 5,519.00 | 7,400.00 | 7,400.00 |
| 10-3834-861 | RENT-MOREHEAD CITY DOCKS@JC PARK | | | | | | | |
| | 15,115.50 | 18,000.00 | 18,000.00 | 21,567.10 | 119.81 | 18,000.00 | 18,000.00 | 18,000.00 |
| 10-3834-862 | FOURTH ST DOCK RENTS | | | | | | | |
| | 20,325.00 | 19,000.00 | 19,000.00 | 18,505.00 | 97.39 | 19,000.00 | 19,000.00 | 19,000.00 |
| 10-3834-863 | SWANSON/SHEPARD ST DOCK RENTS | | | | | | | |
| | 13,500.00 | 20,000.00 | 18,000.00 | 18,000.00 | 100.00 | 20,000.00 | 20,000.00 | 20,000.00 |
| 10-3834-864 | E911 CTR COST SHARE REIMB | | | | | | | |
| | 25,334.51 | 13,000.00 | 15,000.00 | 17,768.86 | 118.45 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-3834-865 | EVANS ST. DOCK RENTS | | | | | | | |
| | 0.00 | 0.00 | 27,900.00 | 0.00 | 0.00 | 27,900.00 | 46,100.00 | 46,100.00 |
| 10-3839-865 | MAIL BOX RENT FEES | | | | | | | |
| | 3,049.00 | 3,000.00 | 2,500.00 | 603.61 | 24.14 | 17,000.00 | 0.00 | 0.00 |
| 10-3839-897 | MAIL BOX REMAIL FEES | | | | | | | |
| | 90.00 | 0.00 | 0.00 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 |
| 10-3839-899 | MAIL BOX FEES-OTHER | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALES & SERVICES | | | | | | | | |
| | 263,193.02 | 200,700.00 | 266,600.00 | 235,119.69 | 88.19 | 238,478.00 | 262,950.00 | 258,950.00 |
| INVESTMENT EARNINGS | | | | | | | | |
| 10-3831-491 | INTEREST EARNINGS | | | | | | | |
| | 6,421.96 | 5,000.00 | 6,000.00 | 14,300.47 | 238.34 | 0.00 | 11,000.00 | 11,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved | |
|-----------------------|-------------------------------|-------------|----------------|-----------------|------------|-----------------------|---------------------|------------------|-----------|
| TOTAL INVEST EARNINGS | | | | | | | | | |
| | 6,421.96 | 5,000.00 | 6,000.00 | 14,300.47 | 238.34 | 0.00 | 11,000.00 | 11,000.00 | |
| MISCELLANEOUS REVENUE | | | | | | | | | |
| 10-3833-840 | DONATIONS | 6,797.01 | 3,645.00 | 26,950.00 | 51,617.87 | 191.53 | 0.00 | 0.00 | 0.00 |
| 10-3833-849 | VET MEMORIAL DONATIONS/PYMTS. | 955.00 | 275.00 | 250.00 | 1,155.00 | 462.00 | 750.00 | 750.00 | 750.00 |
| 10-3835-820 | SALE OF SURPLUS PROPERTY | 45,071.77 | 0.00 | 11,395.00 | 11,644.71 | 102.19 | 9,000.00 | 2,500.00 | 2,500.00 |
| 10-3839-850 | INSURANCE REIM/REFUNDS | 44,345.14 | 17,100.00 | 113,970.00 | 125,889.50 | 110.45 | 111,400.00 | 0.00 | 0.00 |
| 10-3839-890 | MISCELLANEOUS | 24,952.13 | 15,000.00 | 17,800.00 | 22,522.71 | 126.53 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-3839-891 | MISC. REVENUE-BAD CHECK FEES | 0.00 | 0.00 | 0.00 | 446.43 | 0.00 | 450.00 | 0.00 | 0.00 |
| 10-3839-895 | POLICE SPONSORSHIP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL MISCELLANEOUS | | | | | | | | | |
| | 122,121.05 | 36,020.00 | 170,365.00 | 213,276.22 | 125.18 | 136,600.00 | 18,250.00 | 18,250.00 | |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|----------------|----------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
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OTHER FINANCING SOURCES

| | | | | | | | | |
|-------------|---------------------------|--------------|------------|------|------|------------|--------------|--------------|
| 10-3991-991 | APPROPRIATED FUND BALANCE | | | | | | | |
| | 0.00 | 1,282,550.00 | 667,000.00 | 0.00 | 0.00 | 667,000.00 | 1,886,565.00 | 1,773,760.00 |

| | Mgr. Rec. | Council Appr. |
|--|------------|---------------|
| FYE 6/30/17 | | |
| From Restricted/ Committed Fund Balance: | | |
| Drug Forfeiture Funds | 3,769.00 | 3,769.00 |
| Library-Visually Impaired | 25,000.00 | 25,000.00 |
| MLK Day | 2,900.00 | 2,900.00 |
| Total from Restricted/Committed | 31,669.00 | 31,669.00 |
| From Unassigned Fund Balance: | | |
| NCDOA - Katherine Davis Principal | 93,488.00 | 93,488.00 |
| NCDOA - Katherine Davis Interest | 82,420.00 | 82,420.00 |
| Carteret County - JIB Pavillion Principal | 81,400.00 | 81,400.00 |
| Contingency | 281,135.00 | 150,000.00 |
| Other - Operating | | |
| Increase of Transfer to Fire/EMS | 285,684.00 | 217,783.00 |
| Other | 3,769.00 | 0.00 |
| Capital Outlay | | |
| 10-4110-501 Audio/Visual System | 30,000.00 | 0.00 |
| 10-4200-501 Financial Software | 130,000.00 | 130,000.00 |
| 10-4200-501 Lift A Vator | 0.00 | 42,000.00 |
| 10-4200-501 ADA Town Hall Entrance | 20,000.00 | 20,000.00 |
| 10-4250-501 Garage | 500,000.00 | 450,000.00 |
| 10-4190-501 Three Cemetary Lots (Bayview) | 0.00 | 90,000.00 |
| 10-4515-591 Paving & Resurfacing (White & Neuse) | 0.00 | 180,000.00 |
| 10-6110-501 HVAC & Electrical Upgrades | 42,000.00 | 0.00 |
| 10-6120-501 Renovate West Side Bathrooms | 75,000.00 | 75,000.00 |
| 10-6130-501 Renovate Shevan's Tennis Courts | | |

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TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

Month Fiscal Year Page 1
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| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|-------------------------|--------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
|----------------|-------------------------|--------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|

GENERAL FUND EXPENDITURES

GENERAL GOVERNMENT

Legislative

Town Council

The Morehead City Town Council is comprised of a veteran Mayor and five (5) Council Members. They are elected on a staggered term basis, with Council Members serving a four (4) year term and the Mayor serving a two (2) year term. Beginning in 2017, the Mayor's term will also be for four (4) years. The Council establishes policy for the Town, adopts ordinances to set local law, and adopts the annual financial plan. All of the governing body positions are considered part-time and members receive a small stipend in recognition of the work that they do.

The Council is committed to continuing to improve the quality of life for all of the citizens through maintaining a vibrant economy, a variety of housing choices, quality services, including public utilities, fire and rescue, recreation, police, solid waste management, library, parks, and environmental protection.

Proposed 2016—17 Budget

The proposed budget includes a small increase to the Mayor/Council stipend of 2.7%, the average of compensation increases for all staff within the Town's payroll. All other budget items have been adjusted to reflect actual costs.

There is one (1) capital item included in the proposed budget; that being a new audio visual system, to include a new sound system to improve the ability of the audience to hear Council discussions and accommodation for the hearing impaired, and an improved system for the projection of images for both Council and audience viewing. The Council desire is that this system will provide a better method for the engagement of the public in Council deliberations. The estimated cost of this system is \$30,000.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|---|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| MAYOR-TOWN COUNCIL | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4110-121 | SALARIES | | | | | | | | |
| | 19,536.00 | 19,500.00 | 20,125.00 | 20,136.00 | 100.05 | 20,125.00 | 20,680.00 | 20,680.00 | 20,680.00 |
| | FYE 6/30/16 Wages paid to six elected officials are recorded in this account. | | | | | | | | |
| 10-4110-125 | ALLOWANCE | | | | | | | | |
| | 9,972.00 | 9,950.00 | 10,275.00 | 10,284.00 | 100.08 | 10,275.00 | 10,562.00 | 10,562.00 | 10,562.00 |
| | FYE 6/30/16 Allowances paid to six elected officials are recorded in this account. | | | | | | | | |
| 10-4110-181 | FICA | | | | | | | | |
| | 2,226.00 | 2,250.00 | 2,325.00 | 2,294.15 | 98.67 | 2,325.00 | 2,390.00 | 2,390.00 | 2,390.00 |
| 10-4110-184 | GROUP INSURANCE | | | | | | | | |
| | 23,473.73 | 30,500.00 | 28,889.12 | 20,959.96 | 72.55 | 31,775.00 | 34,632.00 | 22,718.00 | 22,718.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 55,207.73 | 62,200.00 | 61,614.12 | 53,674.11 | 87.11 | 64,500.00 | 68,264.00 | 56,350.00 | 56,350.00 |
| OTHER | | | | | | | | | |
| 10-4110-260 | OFFICE SUPPLIES | | | | | | | | |
| | 3,780.19 | 7,500.00 | 4,950.00 | 3,048.25 | 61.58 | 4,950.00 | 5,000.00 | 4,500.00 | 4,500.00 |
| 10-4110-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 1,085.88 | 1,085.88 | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4110-395 | TRAVEL & TRAINING | | | | | | | | |
| | 11,524.43 | 11,500.00 | 13,800.00 | 15,250.32 | 110.50 | 12,000.00 | 12,324.00 | 12,324.00 | 12,324.00 |
| 10-4110-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 50.00 | 0.00 | 50.00 | 50.00 | 100.00 | 50.00 | 50.00 | 50.00 | 50.00 |
| 10-4110-651 | CONTRACTED SERVICES | | | | | | | | |
| | 0.00 | 0.00 | 7,380.00 | 7,379.71 | 99.99 | 7,000.00 | 30,000.00 | 30,000.00 | 0.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

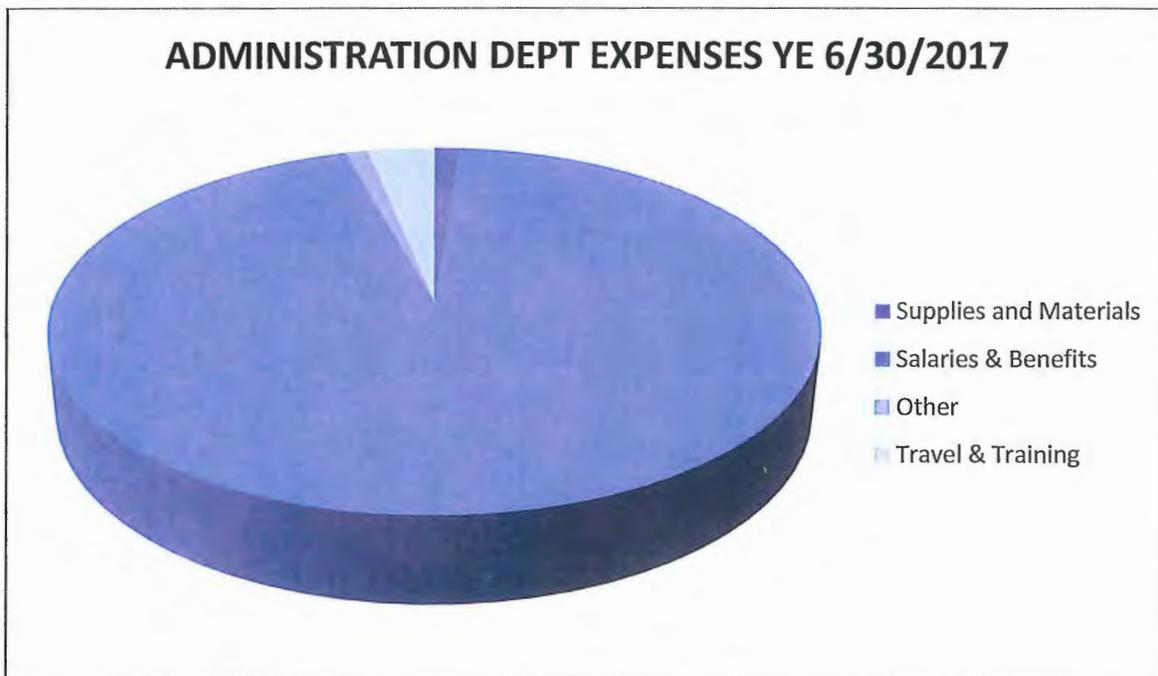
| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL OTHER | 15,354.62 | 19,000.00 | 27,265.88 | 26,814.16 | 98.34 | 24,000.00 | 47,374.00 | 46,874.00 | 16,874.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4110-501 CAPITAL OUTLAY | 0.00 | 0.00 | 50,000.00 | 48,000.00 | 96.00 | 0.00 | 30,000.00 | 30,000.00 | 0.00 |
| Please refer to Account #10-4110-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | 0.00 | 0.00 | 50,000.00 | 48,000.00 | 96.00 | 0.00 | 30,000.00 | 30,000.00 | 0.00 |
| TOTAL MAYOR-TOWN COUNCIL | 70,562.35 | 81,200.00 | 138,880.00 | 128,488.27 | 92.51 | 88,500.00 | 145,638.00 | 133,224.00 | 73,224.00 |

Administration

City Manager

The City Manager is appointed by the City Council pursuant to Sec. 6.6 of the Charter of Morehead City and General Statute 160A-101 of the General Statutes of North Carolina. The City Manager is charged with the oversight of all City programs, seeing to the proper implementation of all City programs and projects, preparation of the annual budget, administration of all personnel policies, maintenance of a proper financial system, ensuring that all equipment is properly acquired, maintained, and disposed of at the end of its usable life, serving as a representative or liaison for the City on many committees and organizations, and assisting the Council in the development of policy, regulation and ordinances. The City Manager is supported in this endeavor by an administrative assistant, the City Clerk, and all of the Department Directors as well as by staff in general. There are no significant changes included in the budget for the City Manager in the coming year. However, there are requests related to personnel in both the City Clerk's portion of the budget and the Human Resources Director's portion of the budget. These include the request to employ a replacement City Clerk for the second half of the upcoming fiscal year in order to allow for an overlap of clerks before the retirement of the present clerk in mid-2017 and for the employment of a part-time administrative assistant to help the Human Resources Director in clerical tasks.

The overall expenses for the Administration Department are depicted in the following chart.

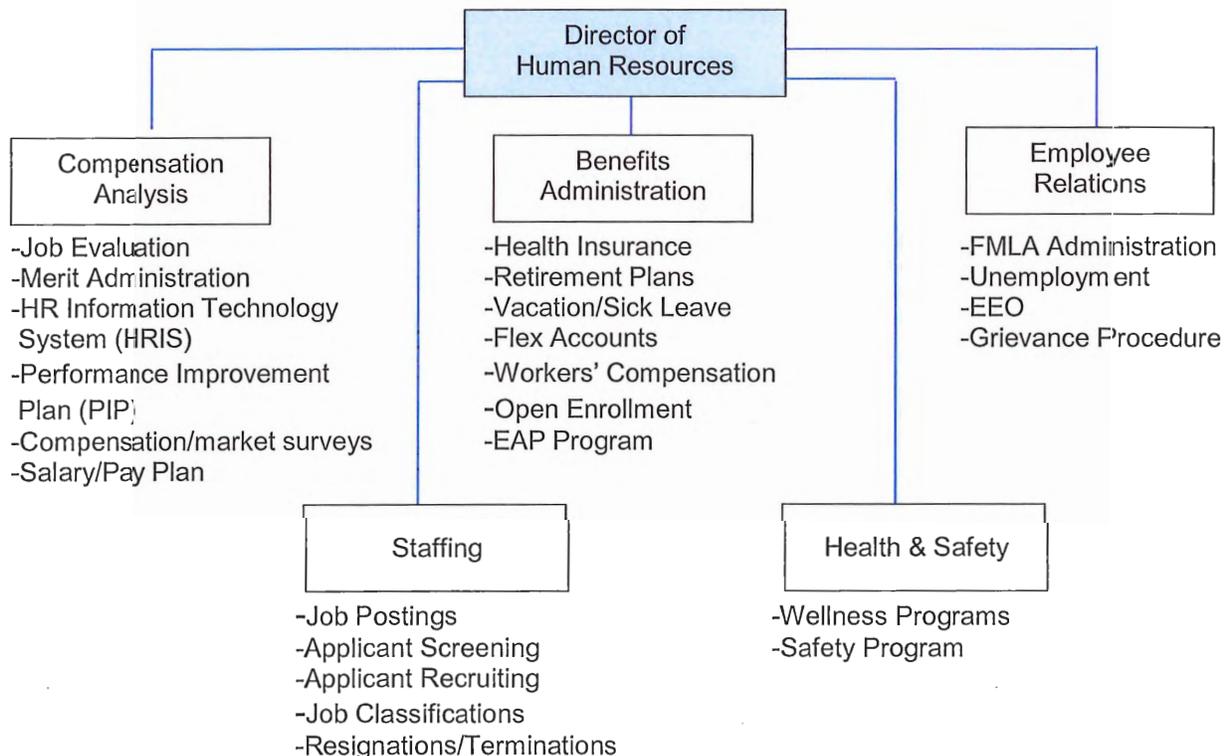


ADMINISTRATION – HUMAN RESOURCES

What position in a city could be described as impartial, compassionate, listener, enforcer, mother, problem solver, mentor, conflict manager, trust advisor, negotiator, offeror of a shoulder to cry on, and event planner to name a few? Many have used these terms to describe the qualities of a Human Resources professional. While a Human Resources professional can possess many of these characteristics, they also are a strategic partner in building the services a city provides to its taxpayers and citizens by maximizing the value of human capital and aligning it with a city’s initiatives, values, and strategies.

It has only been recently that the role of a Human Resources professional was a component of Morehead City’s position structure. The functions of Human Resources (HR) prior to 2008 were administered by the Finance Department. At that time, all personnel functions were performed under the direction of the Finance Director with one (1) clerk primarily administering HR. In 2008, it was clear that HR duties were becoming more time consuming and more specialized in nature that a department solely dedicated to the administration of HR was essential. The first HR Director was hired in 2008 and all personnel functions were administered under this position. Over the next few years, the management of the City’s Information Technology Services (ITS) was added under the direction of the HR director and a full-time person was hired to serve in a dual capacity with hours spent working in both HR and ITS related issues. Like HR, the ITS responsibilities became such that the time spent on ITS consumed all working hours so a full-time position was created in 2010, leaving the HR director as a one (1) person office which is the current status today.

The Office of Human Resources primary responsibility is to serve the employees of the City with regard to hiring, compensation, managing employee benefits, adherence to state and local laws, records management, workers compensation, wellness programs and other personnel related functions (see flow chart below). The main customers of HR are the City employees, however, interaction with insurance providers, family members, state and local agencies, citizens, and applicants compromise many hours of HR time.



The City has seen much growth in population, City services, and City infrastructure since 2008. With this growth, the employee population base has also grown. In FY07/08 the total staffing population was 154 full-time employees as compared to FY15/16 at 169 employees (see Chart 1). The dip between FY9/10 and FY10/11 represents Police grant positions that did not get funded and 1 position eliminated in Planning & Inspections Department. Conversely, the rise in FY14/15 represents the merger of Morehead City and Wildwood Fire-EMS Departments and positions added in the Streets, Police, and Water & Sewer Departments.

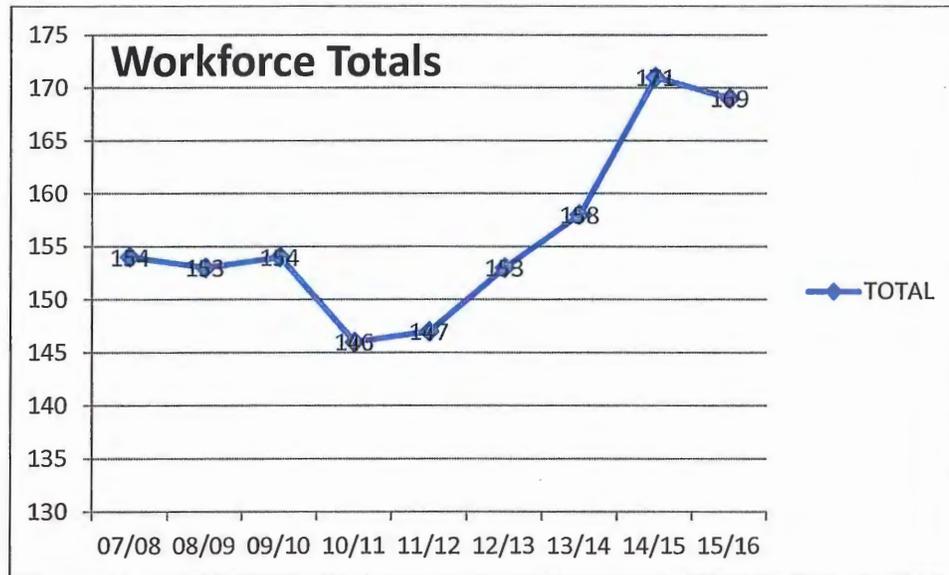


Chart 1

Currently, the workforce total for FY15/16 is 169 full-time employees represented by departments in Chart 2.

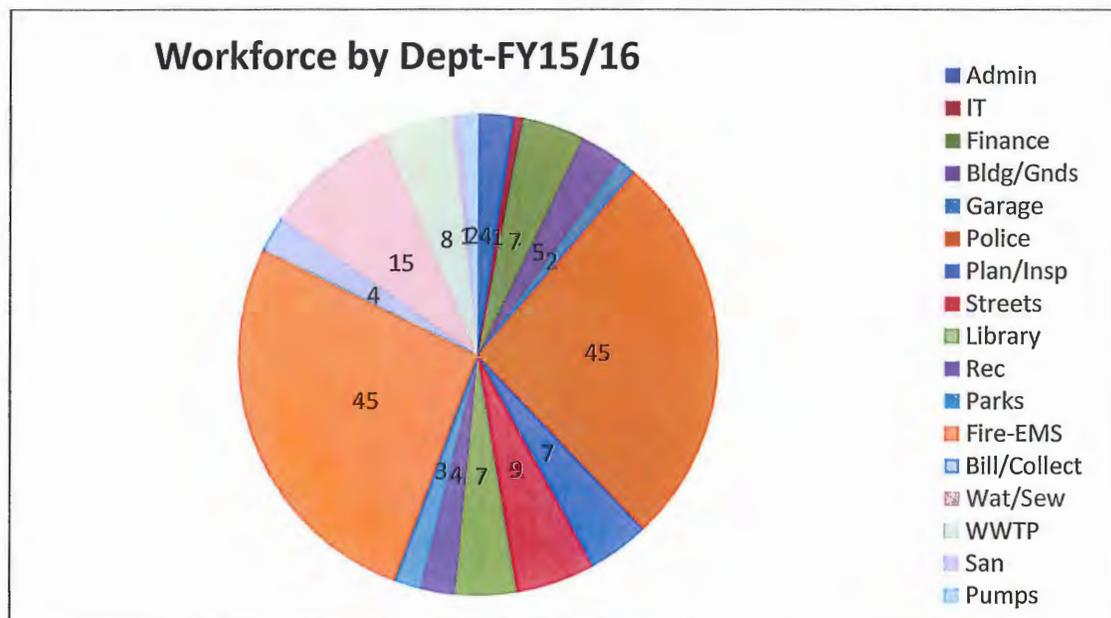


Chart 2

You will note that the charts above do not include the part-time and seasonal employees that are recruited for and hired as needs arise in various departments with the Parks & Recreation and Fire-EMS Departments employing the majority of these employees as Summer Camp Counselors and PRNs (pro re nata) respectively.

A typical day in HR may include, but not limited to, employees calling with questions like “how can I change my tax status” or “when can I add my child on my insurance”; orientation for a new employee; processing help wanted ads for an open vacancy; an unexpected employee performance issue that may compromise much of the day; learning of an injury and coordinating medical direction with the injured employee and the carrier; gathering information and completing required state and federal forms; preparing and planning employee meetings; and counseling an employee in dealing with a workplace issue.

As the City continues to grow, the City's workforce will continue to grow and so too the demands required of HR. ***With this in mind, a request that Council will see in FY16/17 budget is a part-time position to assist the HR director.*** This position will assist the Director with much of the day to day administrative/clerical paperwork, including but not limited to, posting job openings, filing, processing payroll stuffers, assisting with benefit administration, and records management. Space in the HR office is to capacity and the need to digitize records is becoming a priority. The HR assistant position will be key in getting this project off the ground.

The City has faced and will continue to face many challenges of personnel management that will confront HR, the City Manager, and the City Council in years to come. Such challenges have been the rising cost of benefits, changes in federal and state laws, an aging workforce, and healthcare uncertainty. As the City has been able to bear the cost of many City provided employee benefits such as health insurance, paid annual leave, paid holidays, and retirement contributions, the continued rising costs to provide these benefits may not be able to be funded by future taxpayer dollars.

Two of the more costly benefits that the City funds at 100% is (1) the employer cost for retirement benefits to the NC Local Governmental Employees' Retirement System (NCLGERS) and (2) medical insurance premiums for Council, employees, and retirees. Let's take a look at each benefit more closely.

Employer Cost for the NCLGERS:

The NCLGERS has 2 sources of funding – employer and employee contributions. As a member unit of the NCLGERS, the City and its eligible employees are required by North Carolina General Statutes to contribute into the retirement fund. Employees contribute 6% of their gross salary into the fund, while the City's contribution rate changes annually based on the funds' requirements and is calculated on total eligible salaries. Changes in employer rates may occur from year to year based on investment performance, law changes, and other items affecting the rates. As a result, the City is obligated to budget an amount each fiscal year to fund the NCLGERS its required contribution. Chart 3 below represents the annual percentage amount that the City has been required to contribute since FY09/10 and will be required to contribute through FY20/21. You will note that the rates are allocated into two (2) categories: General/Firefighters and Police. Since each one of these groups represents a different system under the Local Government Retirement Systems, the funding requirements are assessed separately. Chart 4 below represents the amount of dollars the City will be required to budget in order to contribute the required percentage amount as noted in Chart 3. The amounts represented in Chart 4 are based on an estimated 2.7% annual increase in eligible salaries.

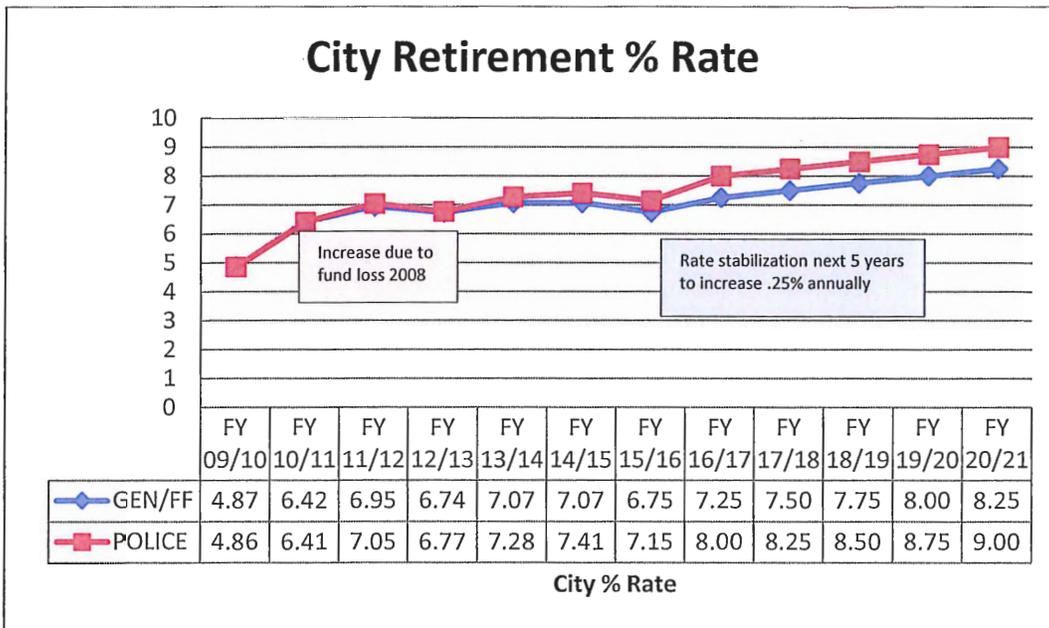


Chart 3

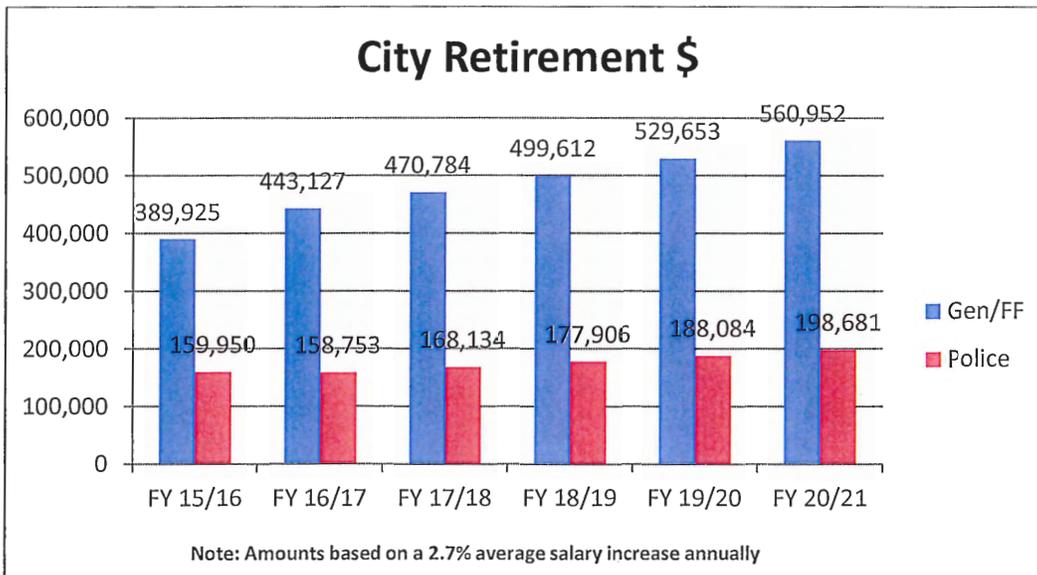


Chart 4

Medical Insurance:

Currently the City pays 100% of insurance premiums towards medical coverage. This includes coverage for Council members, full-time employees and eligible retirees (to age 65). Currently, the City’s annual cost for medical insurance is approximately \$835,177. This represents four (4) Council members, 162 full-time employees, and 18 retirees. The City also pays 100% of insurance premiums towards dental, vision, life and short-term disability insurance for Council members and full-time employees. The City’s annual cost for these insurances is approximately \$109,105. For purposes of this discussion, focus will be on medical insurance only.

The Affordable Care Act (ACA) has been a driving player in medical insurance over the past few years. Needless to say, the City has felt the effects of the ACA as Council, City Manager, HR Director, and other staff members have deliberated the best and most cost effective way to insure City employees. Some of the key provisions that the ACA mandates include:

- Dependents may be covered by their parents' insurance plans until they turn 26;
- Insurers may not deny coverage to individuals for pre-existing conditions, and must offer the same premiums within the same age and geographical group regardless of gender and pre-existing conditions, except tobacco use;
- Larger employers (more than 50 full-time employees) will be charged a penalty per full-time employee that lacks health coverage;
- Employees working 30 hours or more per week must be offered insurance coverage;
- Certain types of preventive care must be covered at no additional cost to the patient;
- Minimum essential insurance coverage must be provided;
- Taxes and fees to fund the ACA will be assessed to covered entities engaged in the business of providing insurance; and
- Annual out-of-pocket cost sharing (i.e., deductibles, coinsurance and copays) for in-network essential health benefits not to exceed certain limits.

As a result of these provisions, the City has been faced with required insurance modifications such as plan design changes, higher out-of-pocket costs (i.e., copays, deductibles), payment of annual ACA taxes and fees, and an increase in premiums for dependent coverage.

Despite the impact of the ACA, the City has been effective in keeping premium costs to a minimum and, at the same time, reducing claims. In large part this has been accomplished with the establishment of a Wellness Committee that has played an active role in creating a healthy worksite and a culture of wellness. Wellness programs focused on physical activity, healthy eating, stress management, and lifestyle changes have motivated changes in behavior by increasing employee's knowledge about health and wellness and the role they play in controlling health costs. In conjunction with our insurance provider and in-house wellness programs, the City has realized substantial discounts in insurance costs, thus keeping monthly premiums over the past five (5) years to a decreasing and/or stable rate (see Chart 5).

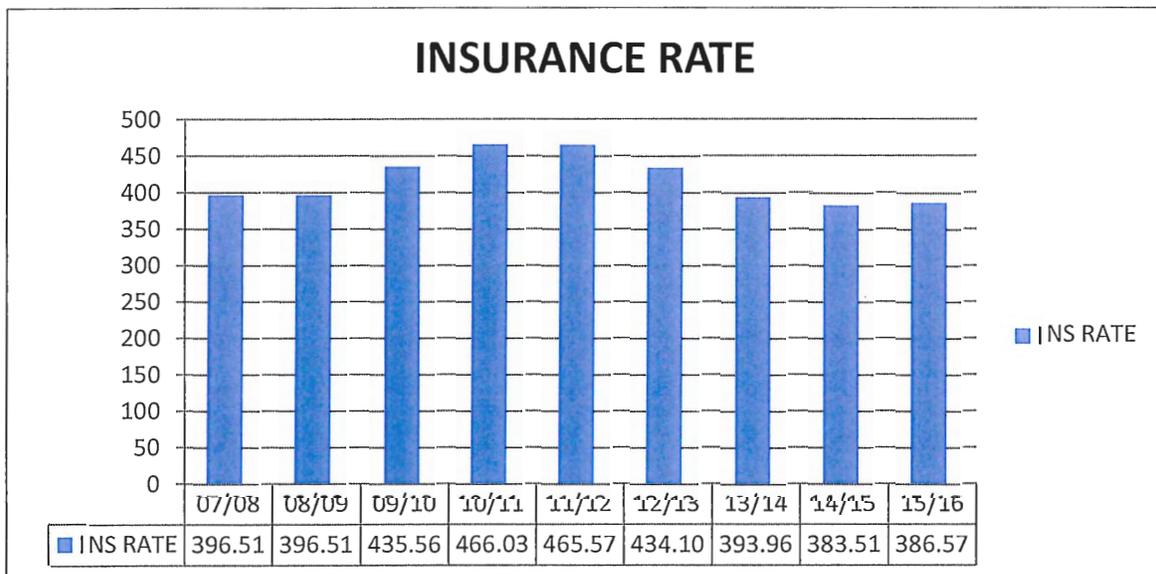


Chart 5

As the City faces continuing the benefit of providing medical insurance to its employees, it has to be compliant with all the ACA provisions and evaluate the financial impact of taxes and fees. In addition to the mandated healthcare costs, the City faces the rising

average age of City employees and retirees (see Charts 6, 7, & 8) who are the most frequent users of health care and the services they receive are more costly.

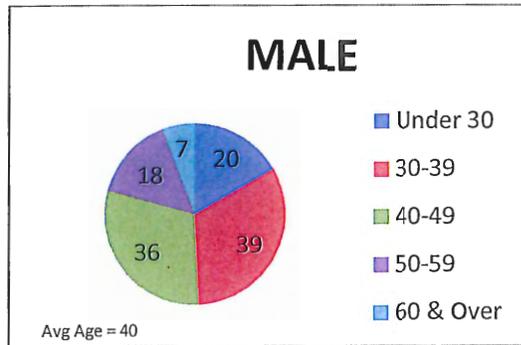


Chart 6

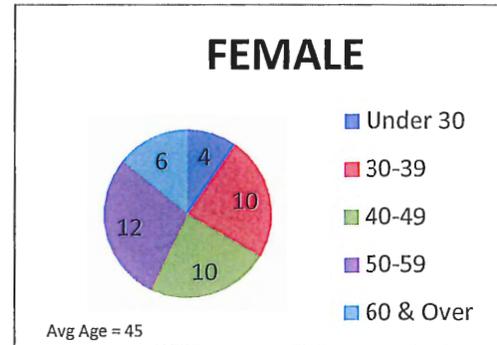


Chart 7

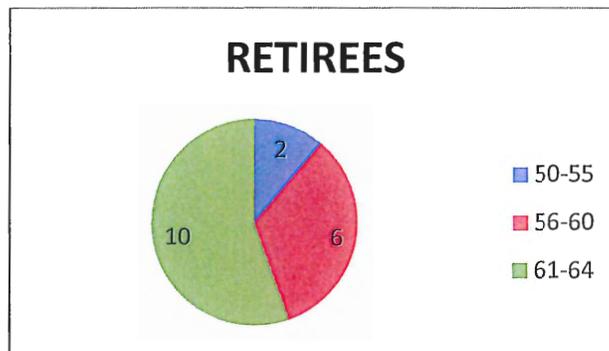


Chart 8

Controlling medical insurance costs while providing affordable and realistic benefits will continue to challenge the City for many years to come. Despite the City's best efforts to provide 100% of the cost of insurance, cost sharing between the City and its employees may likely begin in order to maintain this benefit that is so valued in local government.

Salaries and benefits compromise at least 2/3 of the City's annual budget. As noted in the flow chart on Page 1, the administration of compensation is made up of a comprehensive list of functions or tools that the City uses to manage its employees. A good compensation system is in alignment with the overall goals and strategies of the City. In order to receive its money's worth and motivate and retain skilled employees, compensation may be used to:

- recruit and retain qualified employees;
- increase or maintain morale/satisfaction;
- reward and encourage peak performance;
- achieve internal and external equity; and
- reduce turnover and encourage company loyalty.

Evident by deficiencies in the bulleted items above, the City recognized the need to review its compensation program and in 2013 the City solicited bids and awarded a contract to Springsted, Inc. for an overhaul of the compensation program to include market surveys of wages, rewrite of job positions, and rewrite of the performance improvement plan (PIP). Upon completion of the project, it was evident that wages of most job positions were well below market levels and a three (3) year phased in compensation plan to bring salary levels to market was recommended and approved by Council. The phased-in compensation plan not only included market adjustments to wages, but also a pay-for-performance adjustment and a years-of-service adjustment to eliminate compression. This fiscal year, FY15/16, the last phase of the plan was

implemented and upon review of post-plan wages, it was evident of the success of the plan to bring salaries in line and competitive with other agencies.

This project was a huge undertaking for the City as all staff was included in various phases and times. Going forward, with the support of Council and the City Manager, HR will continue to monitor the program making recommendations and changes where necessary.

Finally, the City recognizes that its employees' are the most important asset of the organization and that HR has become an integral part of the City's organizational structure. Treating employees with dignity and respect, training and developing the growth and potential of employees, minimizing potential litigation issues and shortfalls, and maintaining a healthy and nurturing work environment will continue to guide the City's efforts in placing the highest value on its employees.

HR knows that without the support and assistance of the City Council, the City Manager, and City staff, HR duties and services would not be able to be carried out successfully. Their support and assistance are highly appreciated.



“Hello, my husband is being sent to Afghanistan and is leaving on a ship from the port of Morehead City. Can you recommend the place I can stand to be the last to wave at the ship as it sails out to sea?”

So begins a phone call on a typical day for the City Clerk. It is one of the most fascinating aspects of the position, the opportunity every day to make a difference in someone’s life. The position of Clerk is often described as the “hub of the wheel” in the organization of a City because all facets of the functioning of a City eventually come before the Council and, therefore, through the Clerk. Because of this the Clerk has to know a plethora of information, from the history of the City to who is responsible for what, from the latest population count to the latest budget figures, from how to implement an ordinance to composing a Happy 100th Year Birthday resolution, the list goes on and is in addition to the conventional duties of record keeping, agenda preparation, codification upkeep and secretary to the Mayor, Council and City Manager. The position takes a special kind of individual with the ability to continue to learn and grow with the position. The position is the ambassador for Morehead City because it is often the Clerk who is available when the elected officials are not.

The above description is pivotal as the City will soon find itself looking for a replacement for the present City Clerk who is eligible for retirement. The budget for FY2016-2017 contains monies for the hiring of a Deputy City Clerk prior to the retirement of the current City Clerk. In 1998, the present City Clerk was hired as the Deputy Clerk to supplement the then current City Clerk position and with the understanding to also assume the duties of the City Clerk upon the former City Clerk’s retirement. It is extremely important for the continued success of the City organization that the individual hired have the opportunity to learn not only the myriad facets of the clerk position, but also the uniqueness of Morehead City itself from the present City Clerk. For this reason this schooling period should begin at the latest in early January 2017.

There is a lot to be learned about the position and it would be assumed that the Council would afford the Clerk the same ability to attain Certified Municipal Clerk status as well as participating in the continuing education courses offered through the University of North Carolina School of Government and the North Carolina League of Municipalities. It is also essential that membership be continued in the North Carolina Association of Municipal Clerks as well as the International Institute of Municipal Clerks for it is also through these organizations that the clerk has the opportunity to network and take advantage of educational opportunities.

Two areas of budgetary concern that come under the guidance of the City Clerk are the completion of the updated codification process and the need to start a preservation process for Morehead City’s earliest handwritten minute books. The recodification process has already commenced and should be completed either late in this budget calendar or definitely completed in the next. The Morehead City Code of Ordinances will be streamlined with copies being available digitally. As for preserving minute books, the earliest book begins on May 14,



1903, is handwritten and extremely fragile. As minute books are the historical record of the proceedings of the City's governing body, it is crucial that these earliest minute records be preserved by encompassing the individual pages in a plastic filament. This project should only need to be done for the earliest books at an estimated cost of \$2,000 per book and need not be done all at once.

Another facet that should be explored is "cross training" of the employees in the Administration Department. Although one of the smallest departments, the positions are crucial to the workings of the City and although no one is irreplaceable, the ability to "fill in" for at least some of the aspects of certain positions would place the City in a better stead if an untoward consequence to any one employee should happen.

The future of the Clerk's position will only become more demanding with state mandates imposed and the general direction of a more informed and knowledgeable public. The attitude of the public is also changing with Clerks feeling more and more challenged to rise to the public's expectations to provide the correct information in the shortest time span possible. The need for better ways to handle and disseminate the information of government is one of the challenges for now and the future. There is a need to fund the archiving, digitalizing and maintaining of Morehead City's records for easier access now and in the future.

In August 2016, the present Clerk will have fulfilled the duties as President of the North Carolina Association of Municipal Clerks. This obligation increased the travel and training budget for the City Clerk and demanded time away from City Hall, however, it has availed the present City Clerk the opportunity to be the best ambassador for Morehead City and for Clerks from across the state. In addition to serving the past 18 years as Clerk, this has been one of the most rewarding times career wise. The support of the Mayor, Council and Manager in this endeavor has been crucial and the experience has afforded the City Clerk greater understanding of the role of the Clerk within the City organization.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| ADMINISTRATION | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4120-121 | SALARIES | | | | | | | | |
| | 296,059.20 | 309,175.00 | 291,575.00 | 287,855.20 | 98.72 | 291,575.00 | 315,053.00 | 315,053.00 | 315,053.00 |
| <p>FYE 6/30/16 - Department is authorized and funded for 4 full time positions.</p> <p>FYE 6/30/17 - Department requests funding for 1 additional full time position beginning for the time period of 1/1/2017 to 6/30/2017 for the purpose of succession planning.</p> <p>FYE 6/30/17 - Manager recommends funding for 1 additional full time position beginning for the time period of 1/1/2017 to 6/30/2017 for the purpose of succession planning.</p> <p>FYE 6/30/17 - Council approved funding for 1 additional full time position beginning for the time period of 1/1/2017 to 6/30/2017 for the purpose of succession planning.</p> | | | | | | | | | |
| 10-4120-122 | OVERTIME | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4120-125 | ALLOWANCE | | | | | | | | |
| | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 100.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 |
| 10-4120-126 | PARTTIME SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,298.00 | 14,298.00 | 14,298.00 |
| <p>FYE 6/30/17 - Department requests funding for 1 part time position.</p> <p>FYE 6/30/17 - Manager recommends funding for 1 part time position.</p> <p>FYE 6/30/17 - Council approved funding for 1 part time position.</p> | | | | | | | | | |
| 10-4120-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 14,664.37 | 15,450.00 | 14,575.00 | 14,392.76 | 98.74 | 14,575.00 | 15,753.00 | 15,753.00 | 15,753.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4120-181 | FICA | | | | | | | | |
| | 22,503.97 | 24,100.00 | 22,775.00 | 21,857.94 | 95.97 | 22,775.00 | 25,654.00 | 25,654.00 | 25,654.00 |
| 10-4120-183 | RETIREMENT | | | | | | | | |
| | 20,735.43 | 21,850.00 | 20,625.00 | 19,430.31 | 94.20 | 20,625.00 | 22,841.00 | 22,841.00 | 22,841.00 |
| 10-4120-184 | GROUP INSURANCE | | | | | | | | |
| | 23,537.52 | 25,925.00 | 21,175.00 | 21,301.44 | 100.59 | 21,175.00 | 25,974.00 | 25,110.00 | 25,110.00 |
| 10-4120-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,075.00 | 50.00 | 29.81 | 59.62 | 50.00 | 300.00 | 300.00 | 300.00 |
| 10-4120-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 6,358.00 | 8,075.00 | 11,050.00 | 6,044.00 | 54.69 | 11,050.00 | 9,225.00 | 9,225.00 | 9,225.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 389,858.49 | 411,650.00 | 387,825.00 | 376,911.46 | 97.18 | 387,825.00 | 435,098.00 | 434,234.00 | 434,234.00 |
| OTHER | | | | | | | | | |
| 10-4120-260 | OFFICE SUPPLIES | | | | | | | | |
| | 6,357.71 | 6,500.00 | 5,500.00 | 4,216.57 | 76.66 | 5,000.00 | 5,500.00 | 5,000.00 | 5,000.00 |
| 10-4120-321 | TELEPHONE | | | | | | | | |
| | 723.78 | 825.00 | 377.86 | 366.34 | 96.95 | 600.00 | 600.00 | 600.00 | 600.00 |
| 10-4120-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 522.14 | 522.14 | 100.00 | 550.00 | 0.00 | 0.00 | 0.00 |
| 10-4120-395 | TRAVEL & TRAINING | | | | | | | | |
| | 16,590.47 | 16,700.00 | 18,000.00 | 13,326.00 | 74.03 | 18,000.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-4120-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 5,027.32 | 5,325.00 | 5,450.00 | 4,398.14 | 80.69 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4120-651 | CONTRACTED SERVICES | | | | | | | | |
| | 84.75 | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 28,784.03 | 29,450.00 | 29,850.00 | 22,829.19 | 76.47 | 29,150.00 | 26,100.00 | 25,600.00 | 25,600.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-----------------------------|----------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4120-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ADMINISTRATION | | | | | | | | | |
| | 418,642.52 | 441,100.00 | 417,675.00 | 399,740.65 | 95.70 | 416,975.00 | 461,198.00 | 459,834.00 | 459,834.00 |

FINANCE

“Financial management is at the heart of any organization, it is the one area that can help drive it forward.”

Key Operations/Function

The Finance Department is charged with the custodial responsibility of the Town of Morehead's fiscal affairs. This department processes purchases orders, vendor and debt service payments and payroll payments. Finance monitors the budget, monitors internal controls, records financial transactions, coordinates items for the audit, and provides financial statements and analysis. Finance is the coordinator for funding for the Town of Morehead and is responsible for cash management and fiscal reports required at the local, state and federal level. Finance works closely with Billing & Collections in relation to water bills and tax bills and also with Human Resources in relation to the employees of the Town. Finance assists all departments in regards to their budget and financial matters.

The Finance Department relies heavily on personnel, education and technology in regards to both hardware and software in order to perform the above tasks with high integrity, accuracy and efficiency. Integrity, accuracy and efficiency are highly valued in the department and are an everyday goal.

Below is a listing of the approximate number of each of the high volume processes that the Finance department handles during the fiscal year.

| <u>Invoices</u> | <u>Accounts Payable & Refund Checks</u> | <u>Large Purchase Orders (over \$500)</u> | <u>Payroll, Payroll Taxes & Fringe Benefit Payments</u> |
|-----------------|---|---|---|
| 7,904 | 3,690 | 610 | 5,128 |

Challenges

The Finance Department is challenged with providing the above items and services with the same integrity, accuracy and efficiency as the number of the above items grow. As the Town attracts more citizens and the number of customers, programs, facilities, assets and employees grow the financial handlings related to these items increases. As the state and federal government pass into law new financial requirements, the financial responsibilities of this department increase as well. New IRS reporting regulations have passed that include but are not limited to the Affordable Care Act. New state documentation requirements have been instituted regarding employment verification “E-Verify” & the Iran Divestment Act. The Governmental Accounting Standards Board has made changes to financial reporting and disclosure requirements regarding retirement benefits and other post-employment benefits. These types of new requirements challenge the finance department to complete all necessary calculations and reporting requirements accurately with the same number of employees while trying to minimize overtime expenditures. The department strives to take advantage of technology whenever possible to increase the efficiency and accuracy of our work

and that of other departments as well as the documents that are required to be provided to this department. The department promotes continual education in order to effectively monitor the financial transactions of the Town and to remain in compliance.

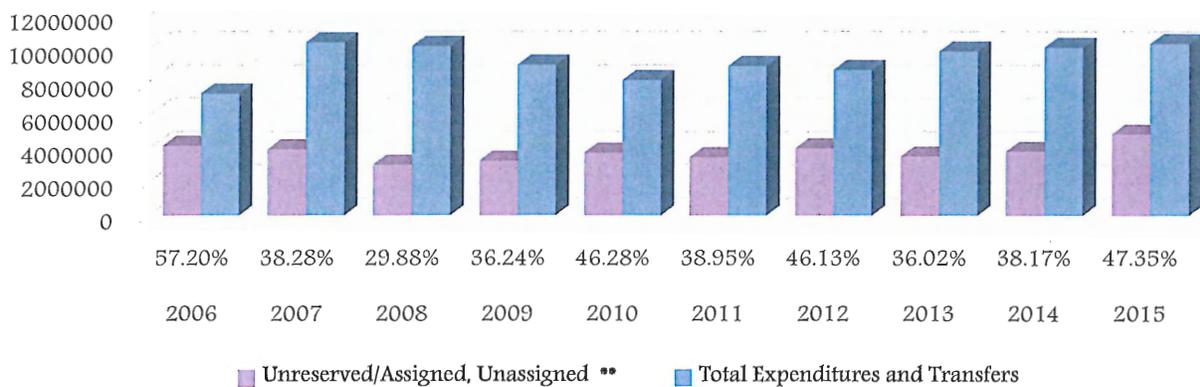
Awards and Acknowledgments

The Governmental Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Morehead City for its comprehensive annual financial report for the fiscal year ended June 30, 2014. This was the twenty fifth consecutive year that the Morehead City government has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

Fund Balance Highlights

During September 2014 the Council revised the Town's General Fund Unassigned Fund Balance Policy that would require a minimum Unassigned Fund Balance in the range of \$2.5 million to \$2.75 million. Since 1997 the Unassigned Fund Balance has been on a generally upward trend, moving from approximately \$1 million to approximately \$4.8 million for the past 17 years at which time the budget expenditures have grown from \$4 million to \$10 million over the same period. The Local Government Commission [LGC] requires municipalities to maintain an Unassigned Fund Balance of a minimum of 8 percent of total expenditures and routinely notifies municipalities if their Unassigned Fund Balance falls below 50 percent of the Average Peer Group Unassigned Fund Balance.

Unreserved/Unassigned Expenditures As a % of Total Expenditures in General Fund

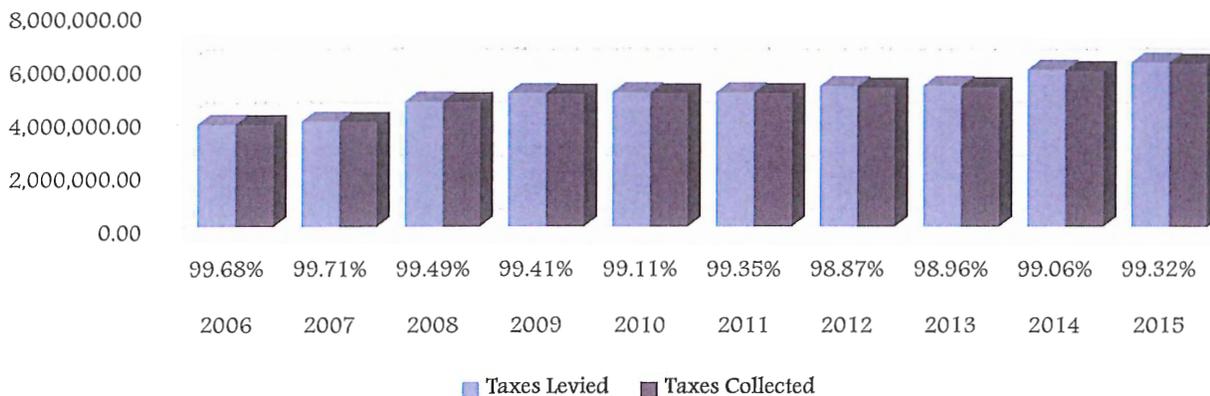


Tax Collection Highlights

The Town's Tax Collector is charged with the billing and collections of all tax levies within its jurisdiction. The Tax Collector makes great effort to obtain a high collection rate. The latest

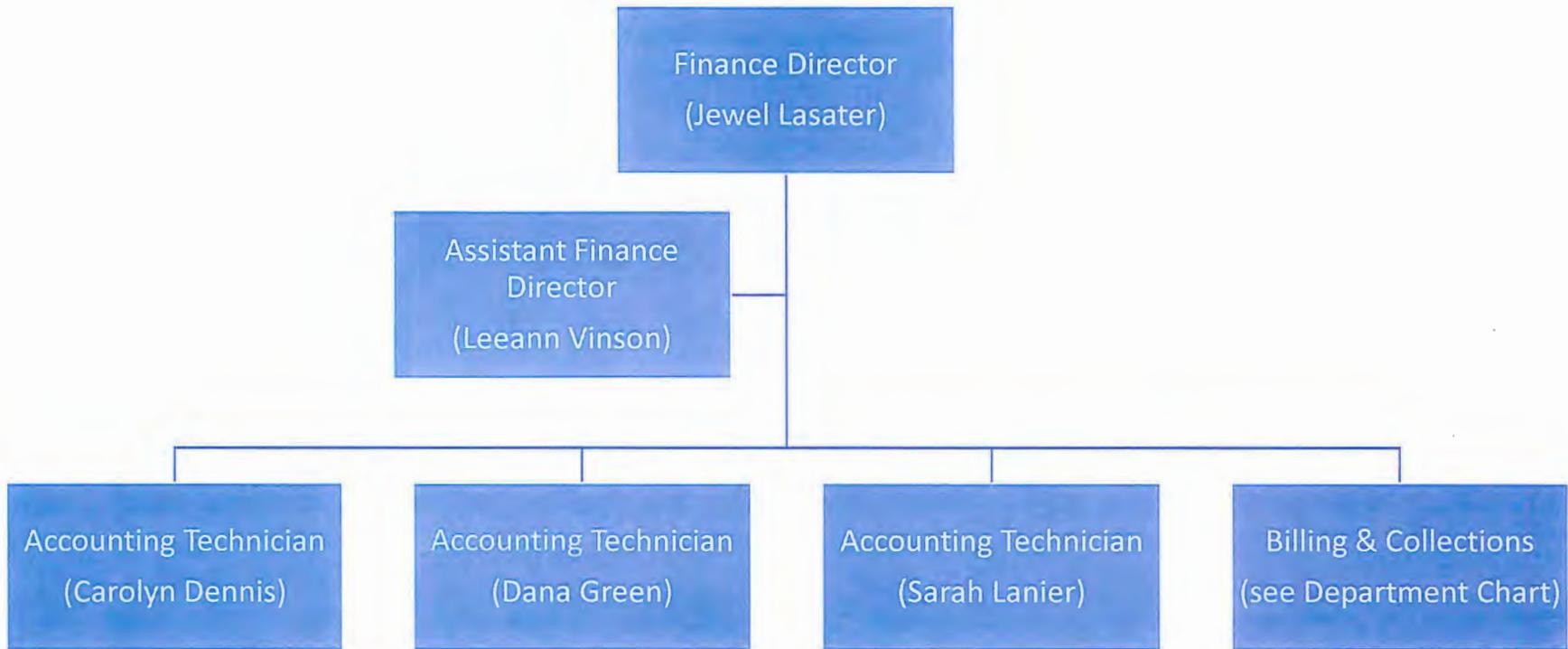
published average of the percentage of taxes collected for municipalities of the same population size is 98.01% and the overall state average is 98.60%. Lost tax revenue can affect the tax rate therefore the Town of Morehead City's Tax Collector uses all resources and avenues available for tax collection to eliminate the impact of uncollected taxes.

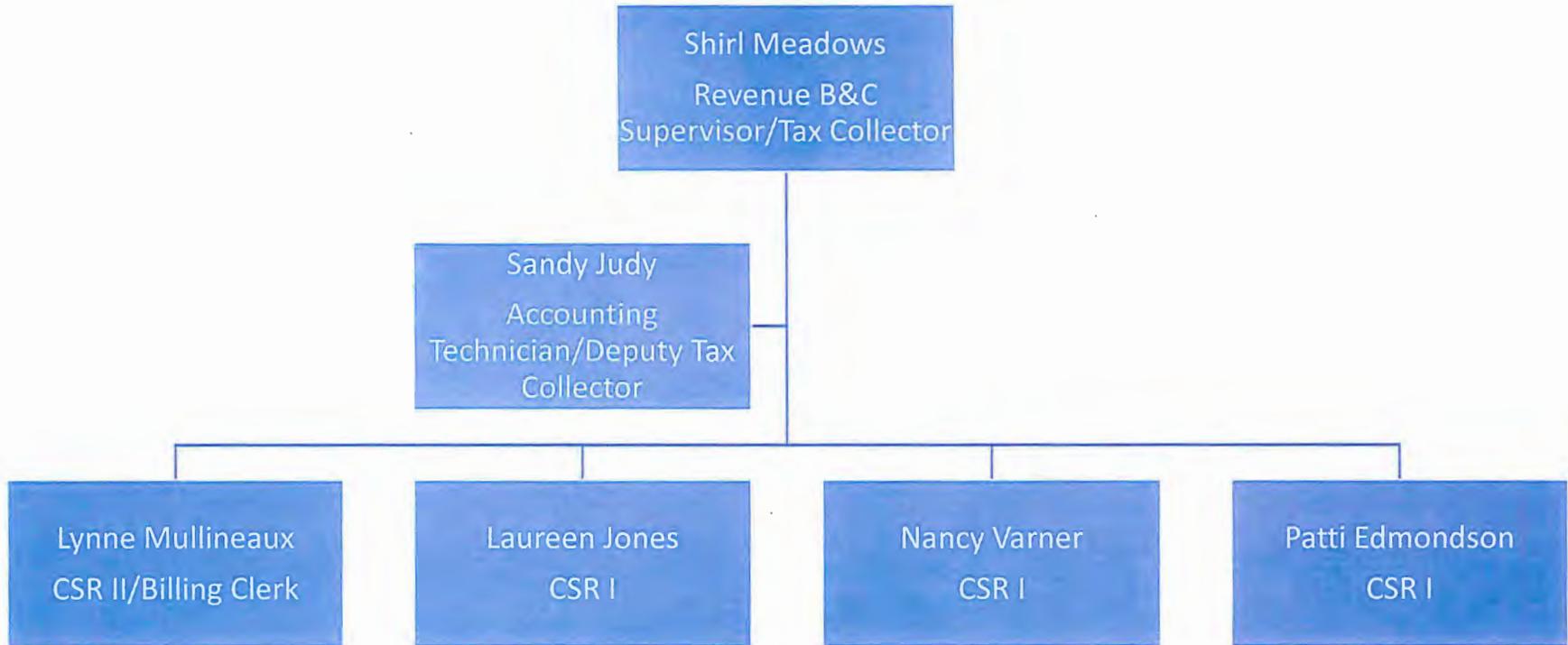
Percentage of Taxes Collected of Levied



Budget Highlights

The Finance Department in conjunction with other departments, is requesting the purchase of new financial software for the upcoming year through Central Services. Due to the various modules of this software all departments of the Town of Morehead City will benefit in some capacity from the purchase of this software. This software will give both the Town's customers and citizens the ability to make a more in depth inquiry into their accounts. It will reduce and in some instances eliminate double entry of data thereby increasing efficiency and accuracy. It will streamline the budget process, increase oversight of the budget, and better connect data between departments and increase visibility for each department into their financial position. This financial software will play a key role in supporting the Finance Department and well as all other departments in the continued goal of integrity, efficiency and accuracy.





TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|---|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| FINANCE | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4130-121 | SALARIES | | | | | | | | |
| | 314,679.02 | 322,900.00 | 358,425.00 | 337,789.96 | 94.24 | 358,425.00 | 329,109.00 | 329,109.00 | 329,109.00 |
| | FYE 6/30/16 - Department is authorized and funded for 7 full time positions. Two of the seven employees are stationed in the Billing & Collections area. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | |
| 10-4130-122 | OVERTIME | | | | | | | | |
| | 973.33 | 2,800.00 | 3,500.00 | 1,697.40 | 48.49 | 3,500.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-4130-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4130-126 | PARTTIME SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4130-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 15,523.50 | 16,275.00 | 18,625.00 | 16,983.03 | 91.18 | 18,625.00 | 16,605.00 | 16,605.00 | 16,605.00 |
| 10-4130-181 | FICA | | | | | | | | |
| | 22,891.90 | 24,925.00 | 28,500.00 | 25,035.41 | 87.84 | 28,500.00 | 25,406.00 | 25,406.00 | 25,406.00 |
| 10-4130-183 | RETIREMENT | | | | | | | | |
| | 22,069.98 | 23,025.00 | 26,350.00 | 22,915.31 | 86.96 | 26,350.00 | 24,078.00 | 24,078.00 | 24,078.00 |
| 10-4130-184 | GROUP INSURANCE | | | | | | | | |
| | 34,411.00 | 35,200.00 | 37,050.00 | 36,446.84 | 98.37 | 37,050.00 | 40,404.00 | 38,892.00 | 38,892.00 |
| 10-4130-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,500.00 | 50.00 | 29.81 | 59.62 | 50.00 | 75.00 | 75.00 | 75.00 |
| 10-4130-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 2,450.00 | 3,600.00 | 7,100.00 | 4,770.00 | 67.18 | 7,100.00 | 7,900.00 | 7,900.00 | 7,900.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-----------------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 412,998.73 | 430,225.00 | 479,600.00 | 445,667.76 | 92.92 | 479,600.00 | 446,577.00 | 445,065.00 | 445,065.00 |
| OTHER | | | | | | | | | |
| 10-4130-260 | OFFICE SUPPLIES | | | | | | | | |
| | 10,726.30 | 10,400.00 | 9,270.00 | 9,622.19 | 103.79 | 9,270.00 | 8,500.00 | 8,500.00 | 8,500.00 |
| 10-4130-311 | TRAVEL REIMBURSEMENT | | | | | | | | |
| | 1,572.77 | 1,700.00 | 1,580.00 | 1,109.50 | 70.22 | 1,200.00 | 900.00 | 900.00 | 900.00 |
| 10-4130-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 11,230.00 | 10,357.93 | 92.23 | 10,800.00 | 3,700.00 | 3,700.00 | 3,700.00 |
| 10-4130-395 | TRAVEL & TRAINING | | | | | | | | |
| | 9,681.84 | 10,500.00 | 11,450.00 | 7,476.17 | 65.29 | 9,000.00 | 19,550.00 | 19,550.00 | 19,550.00 |
| 10-4130-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 1,315.71 | 1,550.00 | 1,670.00 | 1,665.96 | 99.75 | 1,550.00 | 1,710.00 | 1,710.00 | 1,710.00 |
| 10-4130-651 | CONTRACTED SERVICES | | | | | | | | |
| | 21,265.36 | 16,900.00 | 22,875.00 | 16,034.12 | 70.09 | 22,875.00 | 21,050.00 | 21,050.00 | 21,050.00 |
| TOTAL OTHER | | | | | | | | | |
| | 44,561.98 | 41,050.00 | 58,075.00 | 46,265.87 | 79.66 | 54,695.00 | 55,410.00 | 55,410.00 | 55,410.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4130-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL FINANCE | | | | | | | | | |
| | 457,560.71 | 471,275.00 | 537,675.00 | 491,933.63 | 91.49 | 534,295.00 | 501,987.00 | 500,475.00 | 500,475.00 |

Buildings and Grounds

The Public Works Department is responsible for Buildings and Grounds maintenance. This includes everything from painting an office to marking a cemetery plot for a funeral home. For the employees of the Public Works Department, “it’s all in a days work.”

We have all driven past City Hall and possibly even been there to turn on our water service or pick up a building permit. Have you ever visited the Webb Memorial Library to check out the latest mystery novel, or been to the Police Department to buy a tag for your dog or cat? What about a field trip to one of the Town of Morehead City’s Fire Departments to



City Hall from Arendell Street.

learn about fire safety or attending a monthly council meeting at the Municipal Building? These are all examples of just a few of the 18 buildings that the Public Works Department is



The Municipal Building from Evans Street.

responsible for keeping safe and in good repair. This includes duties such as changing light bulbs, monthly air filter changes, reconfiguring office space, painting, plumbing and HVAC repairs. The Public Works Department has five (5) full time employees that spend roughly 800 hours a month maintaining more than 50,000 square feet of buildings and over 28 acres of grounds. Public Works employees are highly dedicated to the Town and its vision to be a clean, safe and friendly place to call home.

Public Works also performs maintenance on the grounds of Morehead City. This includes places like the public docks and downtown common areas. The Town of Morehead City takes pride in the amenities it offers to both locals and those visiting the area. Without the Public Works Department the waterfront would look very different. The Department spends at least 50 hours a month making sure that the waterfront is picture perfect and a place that residents can be proud to call home.

The Public Works Department also provides perpetual grounds maintenance to four (4) cemeteries, Bay View East, Bay View West, Greenwood, and Emeline Piggott Cemetery. Public Works does more than just mow the grass, they assist administrative staff in selling available plots, and mark plots for funeral homes so that they know



Entrance to Bay View Cemetery

where to inter a person. The employees that handle these difficult jobs do so with the utmost respect and professionalism, they show empathy and make the daunting process of interring a loved one just a little easier.

The tasks required of the Public Works Department are as varied as the skills it takes to complete them. The Public Works Department truly is the work horse of Morehead City. If you want to get a job done, just ask a Public Works employee.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CEMETERY,BLDG & GROUNDS | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4190-121 | SALARIES | | | | | | | | |
| | 168,202.51 | 169,900.00 | 179,525.00 | 179,291.79 | 99.87 | 179,525.00 | 187,713.00 | 185,000.00 | 185,000.00 |
| FYE 6/30/16 - Department is authorized and funded for 5 full time positions. FYE 6/30/17 - Department request to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4190-122 | OVERTIME | | | | | | | | |
| | 5,436.86 | 7,000.00 | 7,000.00 | 5,396.10 | 77.08 | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| 10-4190-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4190-126 | PARTTIME SALARIES | | | | | | | | |
| | 15,437.84 | 33,400.00 | 33,000.00 | 22,994.46 | 69.68 | 33,000.00 | 33,218.00 | 33,218.00 | 33,218.00 |
| FYE 6/30/16 - Department is authorized and funded for 3 part time positions. FYE 6/30/17 - Department request to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4190-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 8,533.56 | 8,850.00 | 9,325.00 | 9,208.98 | 98.75 | 9,325.00 | 9,736.00 | 9,736.00 | 9,736.00 |
| 10-4190-181 | FICA | | | | | | | | |
| | 14,135.68 | 16,100.00 | 16,800.00 | 15,630.73 | 93.04 | 16,800.00 | 17,437.00 | 17,437.00 | 17,437.00 |
| 10-4190-183 | RETIREMENT | | | | | | | | |
| | 12,172.70 | 12,500.00 | 13,200.00 | 12,417.09 | 94.06 | 13,200.00 | 14,117.00 | 14,117.00 | 14,117.00 |
| 10-4190-184 | GROUP INSURANCE | | | | | | | | |
| | 25,281.04 | 26,000.00 | 26,475.00 | 26,626.80 | 100.57 | 26,475.00 | 28,860.00 | 27,780.00 | 27,780.00 |
| 10-4190-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,700.00 | 50.00 | 29.81 | 59.62 | 50.00 | 100.00 | 100.00 | 100.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4190-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 1,750.00 | 1,750.00 | 1,750.00 | 1,750.00 | 100.00 | 1,750.00 | 4,550.00 | 4,550.00 | 4,550.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 250,950.19 | 277,200.00 | 287,125.00 | 273,345.76 | 95.20 | 287,125.00 | 302,731.00 | 298,938.00 | 298,938.00 |
| OTHER | | | | | | | | | |
| 10-4190-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 3,088.65 | 3,300.00 | 5,050.00 | 4,168.61 | 82.54 | 3,050.00 | 3,050.00 | 3,050.00 | 3,050.00 |
| 10-4190-212 | UNIFORMS | | | | | | | | |
| | 2,366.13 | 3,300.00 | 3,100.00 | 2,876.87 | 92.80 | 3,100.00 | 3,400.00 | 3,400.00 | 3,400.00 |
| 10-4190-250 | GAS,OIL,TIRES | | | | | | | | |
| | 10,004.55 | 14,500.00 | 14,300.00 | 6,237.66 | 43.62 | 14,500.00 | 14,500.00 | 14,500.00 | 14,500.00 |
| 10-4190-294 | EVANS ST. DOCKS | | | | | | | | |
| | 0.00 | 0.00 | 22,500.00 | 0.00 | 0.00 | 12,500.00 | 25,000.00 | 20,000.00 | 20,000.00 |
| 10-4190-295 | SWANSON PROP-SHEPARD ST DOCKS | | | | | | | | |
| | 31,401.21 | 32,000.00 | 32,000.00 | 31,068.63 | 97.08 | 32,000.00 | 32,000.00 | 20,000.00 | 20,000.00 |
| 10-4190-296 | FOURTH ST DOCKS | | | | | | | | |
| | -792.32 | 5,000.00 | 7,500.00 | 6,591.88 | 87.89 | 2,000.00 | 5,000.00 | 4,000.00 | 4,000.00 |
| 10-4190-297 | MOREHEAD CITY DOCKS@JC PARK | | | | | | | | |
| | 15,826.08 | 23,000.00 | 23,000.00 | 21,060.03 | 91.56 | 23,000.00 | 23,000.00 | 20,000.00 | 20,000.00 |
| 10-4190-298 | VET MEMORIAL EXPENDITURES | | | | | | | | |
| | 644.00 | 1,200.00 | 1,200.00 | 991.47 | 82.62 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| 10-4190-321 | TELEPHONE | | | | | | | | |
| | 1,527.40 | 1,550.00 | 1,500.00 | 1,520.15 | 101.34 | 1,300.00 | 1,300.00 | 1,300.00 | 1,300.00 |
| 10-4190-331 | UTILITIES | | | | | | | | |
| | 20,530.51 | 18,000.00 | 15,000.00 | 14,694.90 | 97.96 | 15,000.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-4190-351 | MAINTENANCE/BUILDING | | | | | | | | |
| | 708.90 | 2,900.00 | 3,000.00 | 488.16 | 16.27 | 1,200.00 | 3,000.00 | 3,000.00 | 3,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4190-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 3,072.61 | 6,150.00 | 6,000.00 | 4,960.39 | 82.67 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 |
| 10-4190-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 4,468.93 | 5,000.00 | 5,500.00 | 1,027.05 | 18.67 | 5,500.00 | 5,500.00 | 5,500.00 | 5,500.00 |
| 10-4190-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 3,075.00 | 348.34 | 11.32 | 2,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-4190-454 | MAINTENANCE/LANDSCAPING | | | | | | | | |
| | 39,780.70 | 41,200.00 | 43,000.00 | 39,537.29 | 91.94 | 45,000.00 | 48,150.00 | 48,150.00 | 48,150.00 |
| 10-4190-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 4,906.90 | 5,000.00 | 3,700.00 | 2,696.16 | 72.86 | 3,700.00 | 3,700.00 | 3,700.00 | 3,700.00 |
| 10-4190-395 | TRAVEL & TRAINING | | | | | | | | |
| | 1,481.88 | 1,750.00 | 2,800.00 | 866.74 | 30.95 | 2,800.00 | 2,800.00 | 2,800.00 | 2,800.00 |
| 10-4190-410 | LEASES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4190-651 | CONTRACTED SERVICES | | | | | | | | |
| | 756.50 | 750.00 | 500.00 | 332.25 | 66.45 | 500.00 | 500.00 | 500.00 | 500.00 |
| TOTAL OTHER | | | | | | | | | |
| | 139,772.63 | 164,600.00 | 192,725.00 | 139,466.58 | 72.36 | 174,350.00 | 196,100.00 | 175,100.00 | 175,100.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4190-501 | CAPITAL OUTLAY | | | | | | | | |
| | 17,712.48 | 29,300.00 | 40,800.00 | 40,244.87 | 98.63 | 40,800.00 | 10,000.00 | 10,000.00 | 100,000.00 |
| Please refer to Account #10-4190-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 17,712.48 | 29,300.00 | 40,800.00 | 40,244.87 | 98.63 | 40,800.00 | 10,000.00 | 10,000.00 | 100,000.00 |
| TOTAL CEMETERY,BLDG,GROUND | | | | | | | | | |
| | 408,435.30 | 471,100.00 | 520,650.00 | 453,057.21 | 87.01 | 502,275.00 | 508,831.00 | 484,038.00 | 574,038.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved | |
|--------------------------------|-----------------------------|------------|----------------|----------------------|------------|--------------------|--------------|-------------------|------------------|------------|
| CENTRAL SERVICES | | | | | | | | | | |
| EMPLOYEE BENEFITS | | | | | | | | | | |
| 10-4200-181 | FICA | 6,931.64 | 12,000.00 | 9,250.00 | 7,362.19 | 79.59 | 9,250.00 | 9,750.00 | 9,750.00 | 9,750.00 |
| 10-4200-182 | FICA-DISABILITY | 686.80 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4200-186 | WORKERS COMPENSATION | 92,327.94 | 94,400.00 | 136,200.00 | 136,064.39 | 99.90 | 136,200.00 | 141,975.00 | 141,975.00 | 141,975.00 |
| 10-4200-188 | SAFETY PROGRAM/COMMITTEE | 0.00 | 2,000.00 | 1,000.00 | 345.10 | 34.51 | 1,000.00 | 4,000.00 | 4,000.00 | 4,000.00 |
| 10-4200-189 | WELLNESS BENEFITS | 1,468.02 | 3,050.00 | 7,000.00 | 3,569.61 | 50.99 | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| TOTAL EMPLOYEE BENEFITS | | | | | | | | | | |
| | | 101,414.40 | 112,450.00 | 154,450.00 | 147,341.29 | 95.39 | 154,450.00 | 163,725.00 | 163,725.00 | 163,725.00 |
| PROFESSIONAL SERVICES | | | | | | | | | | |
| 10-4200-191 | AUDIT | 22,695.00 | 22,700.00 | 21,150.00 | 21,120.00 | 99.85 | 21,120.00 | 22,785.00 | 22,785.00 | 22,785.00 |
| 10-4200-192 | LEGAL SERVICES | 60,046.64 | 72,450.00 | 70,000.00 | 81,608.74 | 116.58 | 70,000.00 | 70,000.00 | 70,000.00 | 70,000.00 |
| 10-4200-198 | LEGAL RETAINER | 16,800.00 | 17,500.00 | 17,500.00 | 16,800.00 | 96.00 | 17,500.00 | 18,000.00 | 18,000.00 | 18,000.00 |
| 10-4200-491 | DUES/SUBSCRIPTIONS/INTERNET | 5,862.60 | 8,000.00 | 8,500.00 | 8,347.93 | 98.21 | 9,100.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| 10-4200-653 | CONTRACT SVC-PROFESSIONAL | 41,464.40 | 42,050.00 | 37,650.00 | 16,189.80 | 43.00 | 38,000.00 | 13,500.00 | 13,500.00 | 13,500.00 |
| TOTAL PROFESSIONAL SVC | | | | | | | | | | |
| | | 146,868.64 | 162,700.00 | 154,800.00 | 144,066.47 | 93.06 | 155,720.00 | 133,285.00 | 133,285.00 | 133,285.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|--------------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| OTHER | | | | | | | | | |
| 10-4200-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 4,122.96 | 6,100.00 | 5,800.00 | 4,340.82 | 74.84 | 5,800.00 | 5,800.00 | 5,800.00 | 5,800.00 |
| 10-4200-203 | DEPT SUPPLIES-CITY MERCHANDISE | | | | | | | | |
| | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4200-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 682.28 | 2,000.00 | 1,400.00 | 734.05 | 52.43 | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 |
| 10-4200-321 | TELEPHONE | | | | | | | | |
| | 8,317.32 | 8,400.00 | 9,000.00 | 7,720.28 | 85.78 | 7,500.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| 10-4200-325 | POSTAGE | | | | | | | | |
| | 12,599.42 | 16,800.00 | 13,500.00 | 7,854.25 | 58.17 | 11,350.00 | 13,500.00 | 12,000.00 | 12,000.00 |
| 10-4200-330 | UTILITIES-MUN. BLDG. | | | | | | | | |
| | 7,569.67 | 10,700.00 | 9,000.00 | 6,798.11 | 75.53 | 7,226.00 | 8,000.00 | 8,000.00 | 8,000.00 |
| 10-4200-331 | UTILITIES | | | | | | | | |
| | 14,114.62 | 14,200.00 | 15,500.00 | 13,171.94 | 84.98 | 14,800.00 | 15,500.00 | 15,500.00 | 15,500.00 |
| 10-4200-341 | PRINTING | | | | | | | | |
| | 2,168.92 | 3,500.00 | 3,500.00 | 2,844.59 | 81.27 | 2,500.00 | 3,500.00 | 3,500.00 | 3,500.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------|---|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4200-350 | MAINTENANCE/MUN. BLDG. | | | | | | | | |
| | 20,159.44 | 33,000.00 | 51,500.00 | 37,328.39 | 72.48 | 35,000.00 | 30,000.00 | 25,000.00 | 25,000.00 |
| 10-4200-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 34,125.49 | 36,000.00 | 35,925.00 | 34,807.14 | 96.88 | 41,600.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 10-4200-370 | ADV/PUBLIC RELATIONS | | | | | | | | |
| | 6,891.70 | 8,500.00 | 8,500.00 | 6,933.54 | 81.57 | 8,500.00 | 8,500.00 | 8,500.00 | 8,500.00 |
| 10-4200-380 | COMPUTER CENTER | | | | | | | | |
| | 35,125.72 | 41,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4200-391 | LEGAL ADVERTISING | | | | | | | | |
| | 4,961.78 | 5,000.00 | 4,000.00 | 3,855.38 | 96.38 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-4200-410 | GENERAL GOV'T LEASES | | | | | | | | |
| | 41,308.03 | 41,400.00 | 41,650.00 | 39,618.74 | 95.12 | 30,650.00 | 18,900.00 | 18,900.00 | 18,900.00 |
| | For FYE 6/30/17 decrease is dependent upon loan closing for the purchase of Katherine Davis Park & related properties from the North Carolina Department of Administration. | | | | | | | | |
| 10-4200-450 | INSURANCE | | | | | | | | |
| | 131,403.05 | 135,000.00 | 145,600.00 | 145,534.81 | 99.95 | 148,000.00 | 158,500.00 | 158,500.00 | 158,500.00 |
| 10-4200-451 | INSURANCE-RESERVE/CLAIMS | | | | | | | | |
| | 4,789.21 | 5,000.00 | 12,500.00 | 15,882.12 | 127.05 | 10,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4200-459 | SETTLEMENT/PAYMENTS | | | | | | | | |
| | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4200-651 | CONTRACTED SERVICES | | | | | | | | |
| | 4,196.07 | 4,250.00 | 7,350.00 | 3,928.81 | 53.45 | 7,350.00 | 6,350.00 | 6,350.00 | 6,350.00 |
| TOTAL OTHER | | | | | | | | | |
| | 362,535.68 | 402,650.00 | 365,725.00 | 331,352.97 | 90.60 | 334,676.00 | 317,950.00 | 311,450.00 | 311,450.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4200-501 | CAPITAL OUTLAY | | | | | | | | |
| | 76,963.75 | 82,000.00 | 0.00 | 0.00 | 0.00 | 20,000.00 | 150,000.00 | 150,000.00 | 192,000.00 |
| Please refer to Account #10-4200-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 76,963.75 | 82,000.00 | 0.00 | 0.00 | 0.00 | 20,000.00 | 150,000.00 | 150,000.00 | 192,000.00 |
| TOTAL CENTRAL SERVICES | | | | | | | | | |
| | 687,782.47 | 759,800.00 | 674,975.00 | 622,760.73 | 92.26 | 664,846.00 | 764,960.00 | 758,460.00 | 800,460.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------|--------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| INFORMATION TECHNOLOGY | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4210-121 | SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 46,615.00 | 43,715.23 | 93.77 | 46,615.00 | 59,004.00 | 55,000.00 | 55,000.00 |
| FYE 6/30/16 - Department is authorized and funded for 1 full time position. FYE 6/30/17 - Department requests to maintain staffing for the full time position. FYE 6/30/17 - Manager recommends to maintain staffing for the full time position. FYE 6/30/17 - Council approved to maintain staffing for the full time position. | | | | | | | | | |
| 10-4210-122 | OVERTIME | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4210-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4210-126 | PARTTIME SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,298.00 | 14,298.00 | 14,298.00 |
| FYE 6/30/17 - Department requests funding for 1 part time position. FYE 6/30/17 - Manager recommends funding for 1 part time position. FYE 6/30/17 - Council approved funding for 1 part time position. | | | | | | | | | |
| 10-4210-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 0.00 | 0.00 | 2,330.00 | 2,185.76 | 93.80 | 2,330.00 | 2,950.00 | 2,950.00 | 2,950.00 |
| 10-4210-181 | FICA | | | | | | | | |
| | 0.00 | 0.00 | 3,580.00 | 3,319.76 | 92.73 | 3,580.00 | 5,608.00 | 5,608.00 | 5,608.00 |
| 10-4210-183 | RETIREMENT | | | | | | | | |
| | 0.00 | 0.00 | 3,310.00 | 2,950.77 | 89.14 | 3,310.00 | 4,278.00 | 4,278.00 | 4,278.00 |
| 10-4210-184 | GROUP INSURANCE | | | | | | | | |
| | 0.00 | 0.00 | 4,855.00 | 3,994.02 | 82.26 | 4,855.00 | 5,772.00 | 5,556.00 | 5,556.00 |
| 10-4210-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 0.00 | 225.00 | 134.14 | 59.61 | 225.00 | 450.00 | 450.00 | 450.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved | | |
|--|--------------------------------|--------|----------------|----------------------|-----------|--------------------|--------------|-------------------|------------------|-----------|-----------|
| 10-4210-189 | OTHER POSTEMPLOYMENT BENEFIT | | 0.00 | 0.00 | 350.00 | 350.00 | 100.00 | 350.00 | 400.00 | 400.00 | 400.00 |
| 10-4210-250 | GAS,OIL,TIRES | | 0.00 | 0.00 | 875.00 | 367.32 | 41.97 | 975.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| TOTAL SALARIES & BENEFITS | | | 0.00 | 0.00 | 62,140.00 | 57,017.00 | 91.75 | 62,240.00 | 93,760.00 | 89,540.00 | 89,540.00 |
| OTHER | | | | | | | | | | | |
| 10-4210-260 | OFFICE SUPPLIES | | 0.00 | 0.00 | 1,050.00 | 531.48 | 50.61 | 1,000.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 10-4210-321 | TELEPHONE | | 0.00 | 0.00 | 500.00 | 362.19 | 72.43 | 372.00 | 960.00 | 960.00 | 960.00 |
| 10-4210-353 | MAINTENANCE/VEHICLES | | 0.00 | 0.00 | 625.00 | 295.20 | 47.23 | 25.00 | 500.00 | 500.00 | 500.00 |
| 10-4210-380 | INFORMATION TECHNOLOGY | | 0.00 | 0.00 | 4,000.00 | 3,363.87 | 84.09 | 4,000.00 | 3,800.00 | 3,800.00 | 3,800.00 |
| 10-4210-381 | IT COMPUTING HARDWARE/PERIPHER | | 0.00 | 0.00 | 11,725.00 | 8,014.06 | 68.35 | 13,000.00 | 24,000.00 | 24,000.00 | 24,000.00 |
| Please refer to Account #10-4210-381 on the Capital Outlay Schedule in the last section for the detail of a portion of this expenditure account. | | | | | | | | | | | |
| 10-4210-382 | IT DOCUMENT PROCESS HARDWARE/P | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 26,000.00 | 26,000.00 | 26,000.00 |
| Please refer to Account #10-4210-382 on the Capital Outlay Schedule in the last section for the detail of a portion of this expenditure account. | | | | | | | | | | | |
| 10-4210-383 | IT SOFTWARE & LICENSING | | 0.00 | 0.00 | 11,125.00 | 9,352.08 | 84.06 | 15,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 10-4210-384 | IT SERVICE CONTRACTS | | 0.00 | 0.00 | 36,485.00 | 33,617.44 | 92.14 | 24,800.00 | 73,400.00 | 73,400.00 | 73,400.00 |
| Please refer to Account #10-4210-384 on the Capital Outlay Schedule in the last section for the detail of a portion of this expenditure account. | | | | | | | | | | | |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

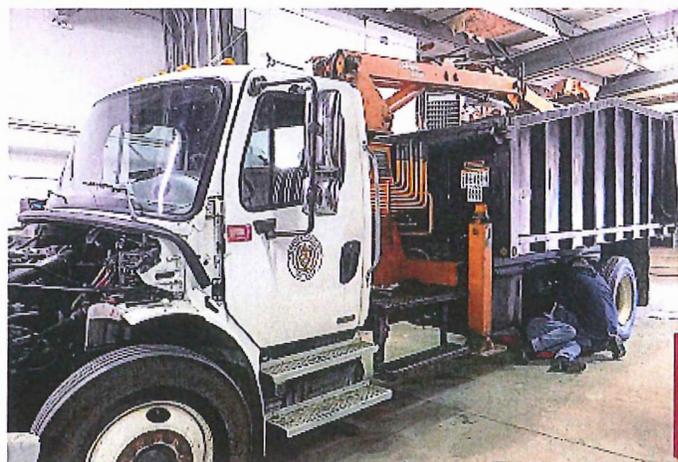
| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------|-----------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-4210-395 | TRAVEL & TRAINING | | | | | | | | |
| | 0.00 | 0.00 | 4,250.00 | 378.12 | 8.89 | 1,500.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-4210-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 0.00 | 0.00 | 600.00 | 527.88 | 87.98 | 600.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4210-651 | CONTRACTED SERVICES | | | | | | | | |
| | 0.00 | 0.00 | 100.00 | 99.25 | 99.25 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 0.00 | 0.00 | 70,460.00 | 56,541.57 | 80.24 | 60,297.00 | 136,160.00 | 136,160.00 | 136,160.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-------------------------------------|-------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4210-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL INFORMATION TECHNOLOGY | | | | | | | | | |
| | 0.00 | 0.00 | 132,600.00 | 113,558.57 | 85.64 | 122,537.00 | 229,920.00 | 225,700.00 | 225,700.00 |

Garage

Public Works is responsible for a great deal of the Town's assets, both keeping things beautiful; and making sure that equipment works when needed. When a Town vehicle needs maintenance it goes to the Public Works Garage. They provide fleet management and maintenance for vehicles such as police cruisers, yard waste trucks, and the vehicles used by utility technicians. Many of Morehead City's residents might think that we take it to a local garage or possibly the dealership where the vehicle was purchased; that however, is not the case at all. The Town of Morehead City employs two (2) full time mechanics to service a majority of the Town's fleet vehicles. They even work on small engines like weed eaters.



Public Works Employees Stanley "Mac" McLeod and Frankie Adams checking the bearings on one of the yard waste trucks.

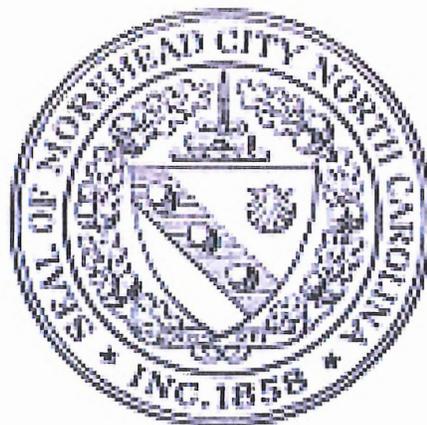
The Public Works Garage utilizes a computerized monitoring system to aid in scheduling more than 140 vehicles for State Safety inspections and routine maintenance like oil changes and tune ups. The garage spends several hundred hours a month repairing and maintaining the Town's fleet.

The Town of Morehead City is looking forward to replacing the existing garage facility that is more than 40 years old. The current facility was moved from N. 22nd Street to Ferabee Street in the late 1970's. The new facility would be located on N. 25th Street behind the current Public Works building on land already owned by the Town of Morehead City. The new facility would also be similar in size to the current

garage having four (4) bays but would be outfitted with newer and more efficient equipment, like an engine analyzer. This equipment alone will make the garage more productive by allowing them to pinpoint necessary repairs more easily.

Fleet readiness is a top priority of the garage. The police and fire rescue need their vehicles to run in order to provide crucial services to residents. The employees at the garage do not take this responsibility lightly, and maintain high quality standards and speedy repairs. These Public Works employees are dedicated to keeping the Town rolling and things moving forward.

The Public Works Department is full of skilled, knowledgeable, and hardworking individuals that take pride in their jobs. You can see their dedication and handiwork on display throughout Morehead City, we are proud to be a small part of this great City, thanks in large part to our Public Works Department.



TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| GARAGE | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4250-121 | SALARIES | | | | | | | | |
| | 67,812.14 | 67,600.00 | 71,925.00 | 71,593.60 | 99.53 | 71,925.00 | 73,868.00 | 73,868.00 | 73,868.00 |
| FYE 6/30/16 - Department is authorized and funded for 2 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4250-122 | OVERTIME | | | | | | | | |
| | 690.77 | 750.00 | 750.00 | 636.08 | 84.81 | 750.00 | 750.00 | 750.00 | 750.00 |
| 10-4250-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4250-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 1,886.86 | 3,400.00 | 3,650.00 | 1,983.68 | 54.34 | 3,650.00 | 3,731.00 | 3,731.00 | 3,731.00 |
| 10-4250-181 | FICA | | | | | | | | |
| | 4,676.35 | 5,200.00 | 5,550.00 | 4,990.56 | 89.92 | 5,550.00 | 5,708.00 | 5,708.00 | 5,708.00 |
| 10-4250-183 | RETIREMENT | | | | | | | | |
| | 4,812.61 | 4,800.00 | 5,150.00 | 4,875.52 | 94.67 | 5,150.00 | 5,410.00 | 5,410.00 | 5,410.00 |
| 10-4250-184 | GROUP INSURANCE | | | | | | | | |
| | 10,461.12 | 10,450.00 | 10,600.00 | 10,650.72 | 100.47 | 10,600.00 | 11,544.00 | 11,112.00 | 11,112.00 |
| 10-4250-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 425.00 | 25.00 | 14.90 | 59.60 | 25.00 | 25.00 | 25.00 | 25.00 |
| 10-4250-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 2,620.00 | 2,625.00 | 700.00 | 700.00 | 100.00 | 700.00 | 800.00 | 800.00 | 800.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 92,959.85 | 95,250.00 | 98,350.00 | 95,445.06 | 97.04 | 98,350.00 | 101,836.00 | 101,404.00 | 101,404.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year | | Current | Expended/ | % | Est Annual | Dept | Manager | Council |
|----------------|----------------------------|----------|----------|------------|--------|------------|----------|-----------|----------|
| | Actual | Budget | Budget | Encumbered | Spent | Expense | Request | Recommend | Approved |
| OTHER | | | | | | | | | |
| 10-4250-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 1,205.08 | 975.00 | 1,875.00 | 1,528.33 | 81.51 | 1,875.00 | 1,875.00 | 1,875.00 | 1,875.00 |
| 10-4250-203 | BULK LUBRICANTS & FILTERS | | | | | | | | |
| | -228.26 | 2,850.00 | 2,500.00 | 758.76 | 30.35 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 10-4250-212 | UNIFORMS | | | | | | | | |
| | 785.25 | 1,075.00 | 1,100.00 | 922.97 | 83.90 | 1,100.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| 10-4250-250 | GAS,OIL,TIRES | | | | | | | | |
| | 1,241.99 | 1,200.00 | 1,900.00 | 790.97 | 41.63 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 10-4250-321 | TELEPHONE | | | | | | | | |
| | 964.25 | 1,000.00 | 1,000.00 | 877.62 | 87.76 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4250-331 | UTILITIES | | | | | | | | |
| | 6,258.14 | 7,000.00 | 5,000.00 | 5,045.56 | 100.91 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4250-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 666.10 | 1,000.00 | 500.00 | 446.31 | 89.26 | 353.00 | 500.00 | 500.00 | 500.00 |
| 10-4250-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 4,692.84 | 5,500.00 | 3,500.00 | 1,196.63 | 34.18 | 4,500.00 | 5,500.00 | 5,500.00 | 5,500.00 |
| 10-4250-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 11.92 | 50.00 | 1,250.00 | 1,248.04 | 99.84 | 1,500.00 | 1,250.00 | 1,250.00 | 1,250.00 |
| 10-4250-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 500.00 | 385.96 | 77.19 | 500.00 | 500.00 | 500.00 | 500.00 |
| 10-4250-395 | TRAVEL & TRAINING | | | | | | | | |
| | 383.00 | 700.00 | 700.00 | 357.65 | 51.09 | 700.00 | 700.00 | 700.00 | 700.00 |
| 10-4250-410 | LEASES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4250-491 | DUES/SUBSRIPTIONS/INTERNET | | | | | | | | |
| | 59.97 | 0.00 | 1,500.00 | 1,439.28 | 95.95 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4250-651 | CONTRACTED SERVICES | | | | | | | | |
| | 36.00 | 250.00 | 100.00 | 36.00 | 36.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 16,076.28 | 21,600.00 | 21,425.00 | 15,034.08 | 70.17 | 22,528.00 | 23,525.00 | 23,525.00 | 23,525.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4250-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500,000.00 | 500,000.00 | 450,000.00 |
| <div style="border: 1px solid black; padding: 5px;"> Please refer to Account #10-4250-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. </div> | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500,000.00 | 500,000.00 | 450,000.00 |
| TOTAL GARAGE | | | | | | | | | |
| | 109,036.13 | 116,850.00 | 119,775.00 | 110,479.14 | 92.23 | 120,878.00 | 625,361.00 | 624,929.00 | 574,929.00 |



Morehead City Police Department Annual Summary with Budget Request

The 2015 year was a landmark year for the continual growth and development of the Morehead City Police Department (MCPD). Already a professional and accomplished organization, the change in stewardship has brought with it an influx of new ideas for growth, well-grounded by a leadership core coming up from within the Department. The current mission of the Morehead City Police Department is to serve the community through a high level of customer service. This requires a department-wide commitment to improving the quality of life, in partnership with our community, through fair and professional police services.



The MCPD is staffed with 39 sworn-officers and five (5) non-sworn staff members. We provide numerous educational outreach programs and special assignments related to public safety and crime prevention throughout the community. These programs have been inspirational and life changing to both the citizens and the police.

You will notice that our focus is primarily on the youth of our community with these programs, and this is intentional. Our children are our best hope for building bonds

with the public, and maintaining that bond as the youth grow into adulthood. Our goal specifically, is to provide programs to bridge the gap between youth and police through education which involves them in police operations as well as interests them in law enforcement as a career. These means of outreach include the Afterschool Tutoring Program, Lunch



Buddy Program, Terrific Students, Drug Abuse Resistance Education (D.A.R.E.) program, Middle School and High School Youth Academy and The Teen Dance.

Our After School Tutoring Program has about 18 – 21 students and meets twice a week. We have seen grade averages increase from F's to A's and six (6) students made the Principal's list this year. The teachers have seen attitudes improve and work performance increase.



Our Lunch Buddy Program goes on daily at Camp Glenn Elementary School. Our Officers stop by the school and spend time with the students during their lunch break. The Officer takes this time to talk with the students to encourage them to practice common courtesy. We also take this time to encourage our youth to talk to us and ensure them that we are here for them.

Another Elementary School program that we participate in is Drug Abuse Resistance Education. D.A.R.E is taught at both Camp Glenn Elementary School and St.



Egberts Catholic School. This is a classroom setting where we emphasize the importance of being drug-free, and encourage them to stick with friends who steer clear of violence and drugs. We remind them of simple self-protection rules such as not to go anywhere with someone they don't know and trust. We also rehearse

what to do in urgent situations like being approached inappropriately by a stranger or drug dealer.

The various youth programs have also given us an opportunity to receive feedback from the youth and vice-versa which builds respect and a better understanding of each other. A very good example of this is our annual Summer Youth Academies. We have two (2) academies each year, one for middle school students and one for high school students. In each academy there are about 20 students. We partner with the Fire Department and the Community College to host this week long training seminar. We spend time talking with the youth and teaching them what it takes to serve your community.



Some of youth that participate in our programs have shown interest in becoming a police officer along with numerous other positive changes. These programs have been beneficial in numerous ways. In 2014 we came in contact with juveniles for criminal conduct 59 times while only 21 times in 2015.



The adults of our community are valued as well, and we recognize this by working to establish and maintain positive relationships with them also. We do so through such measures as



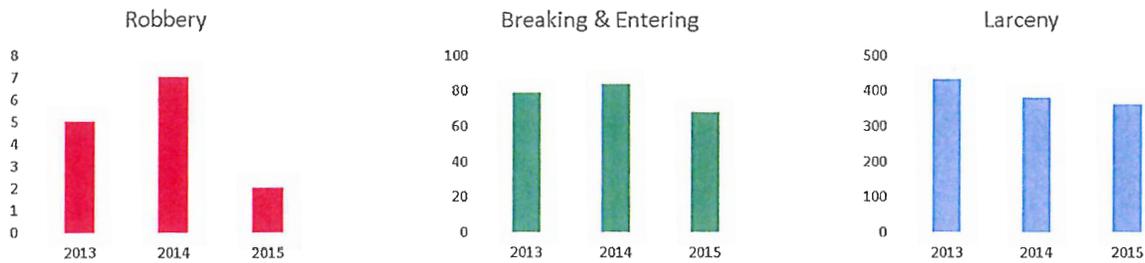
Community Watch meetings throughout the city, Coffee with a Cop, Senior Citizen Luncheons, and the Citizen's Academy which we co-host with the Fire Department and Carteret Community College. These programs are much needed programs that build relationships with the community. It gives the community an opportunity to learn and understand why we

do what we do. It also gives them a voice to be heard and gives them the security that we care about what they have to say.

We believe it is important to bring the community together, to build trust amongst each other, to share experiences, to show support for each other, and actually BE a part of the community we serve. With this mindset, we have started participating in the Annual National Night Out which is a giant community-police awareness event that brings community and the police together. This program gives us the opportunity to have some one-on-one fun with the citizens in the community.



Our Department is constantly focused on crime prevention. A large aspect of this is teaching the community. We currently host no less than seven (7) Community Watch meetings a month where we discuss crime and crime prevention in the area. Our Community Oriented Policing efforts have increased by 35% this year. These efforts have contributed to the reduction in larcenies, robberies and break-ins over the past three (3) years.



Crime prevention and community relations are a vital part of effective policing. Improving the quality of life through fair and professional police services is another. In an effort to improve on this we have partnered with other law enforcement agencies in the county and the surrounding counties.

In 2015 we saw a period of dynamic growth for the Narcotics Unit of the Morehead City Police Department. Not only did the unit double its strength with the addition of another narcotics officer, but the scope of its operations multiplied dramatically by becoming part of a multi-jurisdictional Narcotics Task Force. Law enforcement agencies from Carteret County primarily, but also Craven, Jones and Pamlico have combined resources across jurisdictional boundaries.

This combining of resources has aided the entire criminal justice system amongst all participants. Cases don't follow imposed city limits, and by building quality

relationships with our law enforcement partners, cases don't end at the city limit either. In concert with the District Attorney's office we are targeting, prosecuting, and convicting more than the addict selling narcotics to support their own habit. In 2015 our agency and the Carteret County Sheriff's Office joined together in a highly publicized campaign targeting drug dealers appropriately titled "Operation Who's Next?"



In part from this joint operation, the Morehead City Narcotics Unit alone served 600 felony warrants and took over \$35,500 worth of narcotics off the streets. The vast majority of these narcotics can be placed into two categories, pills and heroin. Opiate based pills such as oxycodone have become the gateway drugs to an ever-growing heroin problem.

Prescribed medications don't carry with them the same stigma that drugs such as cocaine, and heroin do, and their legitimization and initial availability has made their abuse quite the problem. Heroin, on the other hand is cheaper than illicitly bought pills, thus contributing to the rise.

Our Narcotics Unit fights this battle on the street with our undercover narcotics officers, in the pharmacy and doctor's office through our pill diversion officer, and in the classroom as well. It is here that the entire unit takes time to educate the public as much as possible in regard to the dangers associated with drugs.



As we moved into the New Year, the bond with our fellow law enforcement agencies has continued to grow, with the latest formal operation being joined by the Havelock Police Department, targeting drug dealers entitled appropriately "Operation Winter Storm".

In February of 2015, the Tactical Response Unit (T.R.U.) of the Morehead City Police Department formally became a part of something bigger than itself, the Carteret County Sheriff/Police Multi-Jurisdictional Special Response Team (S.R.T.). The S.R.T.



is an entity of the Carteret County Sheriff's Office in which all law enforcement agencies of the county are invited to participate, through standing mutual aid agreements. The S.R.T. is a specially trained and equipped unit designed to handle all high risk incidents beyond the scope of a standard law enforcement response. This

includes, but is not limited to, high risk arrest and search warrants, barricaded subjects, and hostage situations. The S.R.T is comprised of law enforcement officers who form the tactical and negotiator components of the unit, along with EMT's and Paramedics from county emergency services agencies.

On February 25, 2015, the newly combined unit hit the ground running, responding to a standoff with a barricaded subject. This operation was concluded after a five hour cold,



and wet vigil in the middle of the night, in which the surrender of the suspect was finally negotiated and no harm came to anyone involved. It was from this shared hardship that the combined elements of the two teams found its beginnings. This also prompted \$7,000 worth of tactical foul weather gear to be purchased for all members of the unit, regardless of the agency for which they worked.

The S.R.T. began training in earnest shortly thereafter, leading into an in-house, 50+ hour Special Weapons and Tactics (SWAT) school, the first conducted in this county, being held in April. This school was restricted intentionally to unit members



only. The instructors were from the unit, as were SWAT certified assistant instructors and role players. In this manner the new members worked through problems together, under the eye of their peers and mentors, becoming a single tight-knit entity.

In the midst of SWAT school the S.R.T. was called again to service, this time in a “suicide-by-cop” scenario. Broadcast live through local TV media outlets, the Negotiations Component of the S.R.T.

convinced the troubled man involved to surrender peacefully instead of forcing the hand of the Tactical Component, which stood by for that worst case event.

These two (2) call-outs were only the beginning, with two high risk search warrants being served, one (1) culminating in the capture of an armed robbery suspect who had eluded the US Marshal’s Office amongst others. The S.R.T. has been placed on stand-by and has stood back down quite a few times as well, as it is the last resort tool for Carteret County agencies. Members take this responsibility serious and continue to train together monthly in preparation for the next call.

To keep our commitment to improving the quality of life, in partnership with our community, through fair and professional police services, also requires us to have certain fundamental capabilities. These capabilities are in essence the ability to communicate with the public in emergent situations or otherwise, to respond in a timely manner to their location, and effectively enforce law or otherwise positively influence the situation. Basically, if we can’t talk, get dispatched, get to your location, and make things happen we are of no use to the



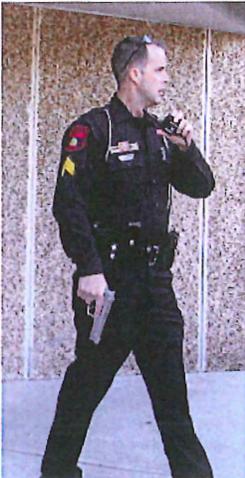
community we serve.

To keep this from ever happening I have made a personal commitment to maintain the equipment currently in inventory to the best degree possible. We have gone above and beyond in this regard and will continue to do so, while at the same time being effective and conservative in our expenditures. Indeed, using the monies authorized effectively has given me the confidence to propose a 3% decrease in the 2016- 2017 operating budget.

We have been conscientious about our spending and eliminated unneeded expenses such as national accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). Twenty years ago CALEA served us well to establish professional policy and practices within the agency. These practices and policy are now well rooted within the Department. With this in mind we will continue to maintain these high standards and constantly strive for professionalism in our service to the community

We have eliminated four (4) part-time salaries by transitioning and partnering with the Carteret Emergency Communications Center. We also eliminated a full-time sworn position when Chief Johnson retired. We are not requesting additional staffing in this budget. We are making efficient use and functioning well with the 39 officers that we

currently have. In saying that please keep in mind an increase in population brings an increase in crime and our goal is to change with the community. That said, there will likely be a time when we will have to re-visit this topic



This past year, we partnered with Royce Publications and received monies from the sale of our calendar photos, which gave us the opportunity to purchase summer uniforms without impacting budgeted funds. We also retired two (2) out of our three (3) canines, and will eliminate the cost for Power DMS, a server-based policy management service. We were able to surplus five (5) vehicles, all of which were

more costly than they were worth, due to their age and mileage. This gave us the opportunity to purchase much needed computers and moderns for in-car-camera systems.

We are requesting five (5) vehicles, one (1) Dodge Durango fully equipped to be utilized by a patrol supervisor and four (4) Dodge Chargers for officers of the Patrol Division, all of which will provide more room, durability and extended service life. Speaking of extended service life, every instance over the years in which vehicle requests have been denied has led to vehicles intended for surplus being kept

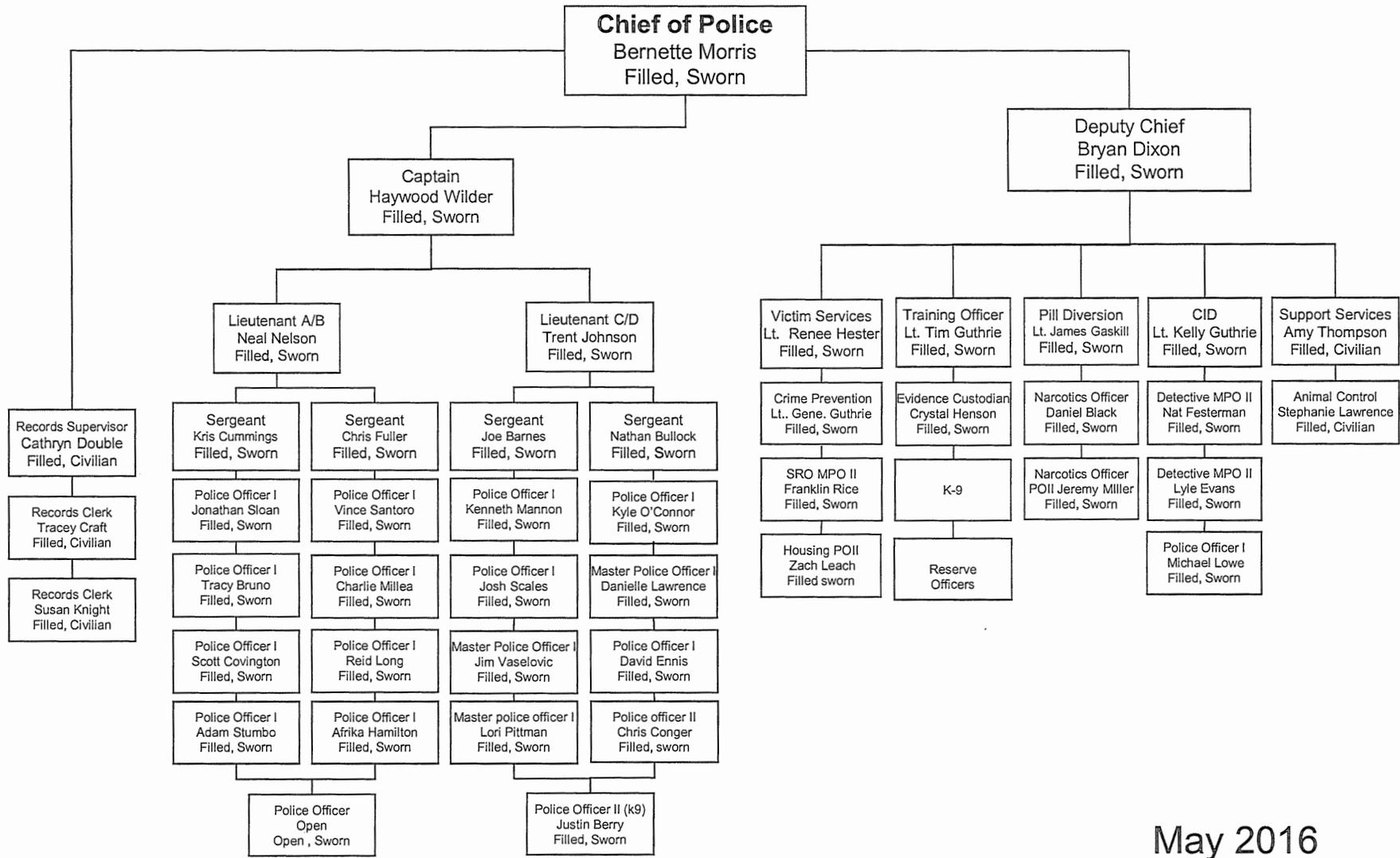


longer than the ideal service life. When this happens and a police car has to go in for maintenance or breaks down, which is usually at the worst opportune moment, the officer is forced into a dilapidated spare car which is not a reliable backup.

We, at the Police Department, have demonstrated our efforts at tightening our belts and will continue to do so. We are team players and enjoy working with the fellow departments of the city. We are proud to be considered conservative stewards of the monies entrusted to us.

MOREHEAD CITY POLICE DEPARTMENT

Organizational Chart



May 2016

06/20/16
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TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

Month Fiscal Year
12 2016
Page 27

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
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PUBLIC SAFETY

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------------|--------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| POLICE | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4310-121 | SALARIES | | | | | | | | |
| | 1,878,568.81 | 1,898,200.00 | 1,965,106.00 | 1,958,766.10 | 99.67 | 1,965,106.00 | 2,041,285.00 | 2,041,285.00 | 2,041,285.00 |
| FYE 6/30/16 - Department is authorized and funded for 45 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4310-122 | OVERTIME | | | | | | | | |
| | 68,004.97 | 60,000.00 | 60,000.00 | 47,931.28 | 79.88 | 60,000.00 | 60,000.00 | 55,000.00 | 55,000.00 |
| 10-4310-125 | ALLOWANCE | | | | | | | | |
| | 16,500.00 | 17,275.00 | 10,800.00 | 11,103.00 | 102.80 | 10,800.00 | 10,800.00 | 10,800.00 | 10,800.00 |
| 10-4310-126 | PARTTIME SALARIES | | | | | | | | |
| | 59,075.29 | 72,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4310-128 | HOLIDAY PAY | | | | | | | | |
| | 66,187.27 | 67,500.00 | 72,500.00 | 71,591.55 | 98.74 | 72,500.00 | 75,642.00 | 75,642.00 | 75,642.00 |
| 10-4310-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 101,042.73 | 103,375.00 | 106,650.00 | 103,535.43 | 97.07 | 106,650.00 | 108,846.00 | 108,846.00 | 108,846.00 |
| 10-4310-181 | FICA | | | | | | | | |
| | 156,464.34 | 161,850.00 | 164,400.00 | 156,378.56 | 95.12 | 164,400.00 | 166,948.00 | 166,948.00 | 166,948.00 |
| 10-4310-183 | RETIREMENT | | | | | | | | |
| | 149,771.91 | 152,325.00 | 159,950.00 | 147,229.87 | 92.04 | 159,950.00 | 172,710.00 | 172,710.00 | 172,710.00 |
| 10-4310-184 | GROUP INSURANCE | | | | | | | | |
| | 222,663.99 | 238,050.00 | 238,200.00 | 229,680.70 | 96.42 | 238,200.00 | 259,740.00 | 250,020.00 | 250,020.00 |
| 10-4310-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 3,400.00 | 450.00 | 268.28 | 59.61 | 450.00 | 550.00 | 550.00 | 550.00 |
| 10-4310-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 39,140.00 | 39,150.00 | 39,700.00 | 39,357.00 | 99.13 | 39,700.00 | 41,800.00 | 41,800.00 | 41,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4310-073 | TRANSFER TO SEP ALLOW TRUST | | | | | | | | |
| | 52,775.00 | 52,775.00 | 79,800.00 | 79,797.00 | 99.99 | 79,800.00 | 100,925.00 | 100,925.00 | 100,925.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 2,810,194.31 | 2,866,700.00 | 2,897,556.00 | 2,845,638.77 | 98.20 | 2,897,556.00 | 3,039,246.00 | 3,024,526.00 | 3,024,526.00 |
| OTHER | | | | | | | | | |
| 10-4310-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 9,884.15 | 9,705.00 | 11,400.00 | 8,476.57 | 74.35 | 9,700.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| 10-4310-202 | DEPT SUPPLIES-PROTECTIVE GEAR | | | | | | | | |
| | 943.17 | 1,000.00 | 9,978.00 | 9,577.37 | 95.98 | 2,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4310-203 | K9 SUPPLIES/SERVICES | | | | | | | | |
| | 2,185.16 | 2,200.00 | 2,200.00 | 2,091.79 | 95.08 | 1,200.00 | 750.00 | 750.00 | 750.00 |
| 10-4310-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 1,774.11 | 2,200.00 | 2,200.00 | 1,598.77 | 72.67 | 2,200.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 10-4310-212 | UNIFORMS | | | | | | | | |
| | 18,707.20 | 20,000.00 | 25,000.00 | 22,370.24 | 89.48 | 25,000.00 | 20,000.00 | 20,000.00 | 20,000.00 |
| 10-4310-250 | GAS,OIL,TIRES | | | | | | | | |
| | 112,096.82 | 130,500.00 | 131,310.00 | 92,525.46 | 70.46 | 139,150.00 | 130,000.00 | 130,000.00 | 130,000.00 |
| 10-4310-260 | OFFICE SUPPLIES | | | | | | | | |
| | 15,059.35 | 15,000.00 | 8,000.00 | 6,296.39 | 78.70 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 |
| 10-4310-298 | TEEN COURT VOLUNTEER PROGRAM | | | | | | | | |
| | 0.00 | 2,350.00 | 2,350.00 | 1,861.00 | 79.19 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4310-299 | SAFETY PROGRAM SUPPLIES | | | | | | | | |
| | 6,385.95 | 8,300.00 | 0.00 | 0.00 | 0.00 | 4,200.00 | 4,200.00 | 4,200.00 | 4,200.00 |
| 10-4310-321 | TELEPHONE | | | | | | | | |
| | 14,623.48 | 15,000.00 | 15,000.00 | 12,402.51 | 82.68 | 15,000.00 | 14,000.00 | 14,000.00 | 14,000.00 |
| 10-4310-331 | UTILITIES | | | | | | | | |
| | 86,831.80 | 100,000.00 | 95,000.00 | 89,040.22 | 93.72 | 95,000.00 | 95,000.00 | 95,000.00 | 95,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4310-341 | PRINTING | | | | | | | | |
| | 992.65 | 1,000.00 | 1,000.00 | 999.56 | 99.95 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4310-351 | MAINTENANCE/BUILDING | | | | | | | | |
| | 42,784.61 | 49,200.00 | 52,500.00 | 50,076.34 | 95.38 | 37,500.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| 10-4310-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 39,218.52 | 45,955.00 | 22,450.00 | 15,207.47 | 67.73 | 22,450.00 | 23,000.00 | 23,000.00 | 23,000.00 |
| 10-4310-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 46,309.68 | 46,600.00 | 30,000.00 | 29,467.31 | 98.22 | 30,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 10-4310-370 | PUBLIC RELATIONS | | | | | | | | |
| | 3,424.41 | 3,600.00 | 4,650.00 | 3,739.13 | 80.41 | 4,400.00 | 3,400.00 | 3,400.00 | 3,400.00 |
| 10-4310-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 42,200.00 | 41,629.16 | 98.64 | 39,700.00 | 42,000.00 | 42,000.00 | 42,000.00 |
| 10-4310-395 | TRAVEL & TRAINING | | | | | | | | |
| | 25,069.62 | 29,085.00 | 33,500.00 | 28,141.29 | 84.00 | 33,500.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 10-4310-410 | LEASES | | | | | | | | |
| | 3,043.50 | 3,350.00 | 2,800.00 | 2,793.00 | 99.75 | 2,793.00 | 2,800.00 | 2,800.00 | 2,800.00 |
| 10-4310-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 7,084.68 | 9,000.00 | 9,900.00 | 9,142.16 | 92.34 | 9,900.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| 10-4310-642 | INVESTIGATIVE/DRUG BUY EXPEND | | | | | | | | |
| | 9,999.88 | 10,000.00 | 10,000.00 | 10,000.00 | 100.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 10-4310-641 | GOV HWY SAFETY PROGRAM GRANT | | | | | | | | |
| | 7,210.00 | 9,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4310-643 | TEEN COURT GRANT | | | | | | | | |
| | 8,609.07 | 10,350.00 | 10,350.00 | 1,938.32 | 18.72 | 10,350.00 | 0.00 | 0.00 | 0.00 |
| 10-4310-648 | MISC POLICE GRANTS | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4310-651 | CONTRACTED SERVICES | | | | | | | | |
| | 14,104.07 | 15,000.00 | 3,117.00 | -677.91 | -21.74 | 6,555.00 | 5,000.00 | 5,000.00 | 5,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------|----------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| TOTAL OTHER | | | | | | | | | |
| | 476,341.88 | 539,195.00 | 524,905.00 | 438,696.15 | 83.57 | 509,598.00 | 484,150.00 | 484,150.00 | 484,150.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4310-501 | CAPITAL OUTLAY | | | | | | | | |
| | 166,582.82 | 167,100.00 | 108,740.00 | 108,671.42 | 99.93 | 108,671.42 | 207,300.00 | 207,300.00 | 207,300.00 |
| Please refer to Account #10-4310-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 166,582.82 | 167,100.00 | 108,740.00 | 108,671.42 | 99.93 | 108,671.42 | 207,300.00 | 207,300.00 | 207,300.00 |
| TOTAL POLICE | | | | | | | | | |
| | 3,453,119.01 | 3,572,995.00 | 3,531,201.00 | 3,393,006.34 | 96.08 | 3,515,825.42 | 3,730,696.00 | 3,715,976.00 | 3,715,976.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------|-------------------------|--------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| FEDERAL FORFEITURE FUNDS | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4311-125 | ALLOWANCE/SPORTS CENTER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-181 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER | | | | | | | | | |
| 10-4311-201 | DEPARTMENTAL SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-212 | UNIFORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-250 | GAS,OIL,TIRES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-321 | TELEPHONE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-352 | MAINTENANCE/EQUIPMENT | 174.93 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-353 | MAINTENANCE/VEHICLES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-370 | ADV/PUBLIC RELATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-380 | INFORMATION TECHNOLOGY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-391 | LEGAL ADVERTISING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------------|----------------------------------|-----------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-4311-395 | TRAVEL & TRAINING 7,197.89 | 0.00 | 0.00 | 1,181.79 | 0.00 | 2,364.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-491 | DUES & SUBSCRIPTIONS 6,291.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-641 | DRUG BUY EXPEND. 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4311-651 | CONTRACTED SERVICES 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 13,663.87 | 0.00 | 0.00 | 1,181.79 | 0.00 | 2,364.00 | 0.00 | 0.00 | 0.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4311-501 | CAPITAL OUTLAY 0.00 | 18,700.00 | 4,950.00 | 0.00 | 0.00 | 0.00 | 3,769.00 | 3,769.00 | 3,769.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 18,700.00 | 4,950.00 | 0.00 | 0.00 | 0.00 | 3,769.00 | 3,769.00 | 3,769.00 |
| TOTAL FEDERAL FORFEITURE FUNDS | | | | | | | | | |
| | 13,663.87 | 18,700.00 | 4,950.00 | 1,181.79 | 23.87 | 2,364.00 | 3,769.00 | 3,769.00 | 3,769.00 |

Streets

Downtown Morehead City is where the Public Works Department really gets a chance to showcase a number of skills. How many times have you walked the waterfront and been proud to call Morehead City home? Have you ever brought friends and family to see the Christmas decorations in Katherine Davis Park? The Public Works Department diligently works to maintain the high standards that locals and visitors alike have come to expect from Morehead City. They are responsible for everything from the American Flags on the Morehead City side of the Atlantic Beach Bridge, to repairing a pothole on any City maintained street. They achieve all of this with nine (9) full time employees.



Public Works employee Philip Moran hanging American Flags on the Atlantic Beach Bridge.

The Town of Morehead City relies on the Public Works Department to maintain more than 54 miles of roadway, or roughly from here to Kinston, NC. The department spends an average of 440 hours a month on street maintenance alone which includes tasks such as clearing alleys, replacing signs, and repairing potholes. The Town of Morehead City repaired over 150 potholes



A beaver dam near Penny Lane to be cleared by Public Works

in 2015. Public Works is also responsible for the Town's right-of-way (ROW) maintenance. This includes the area directly adjacent to City streets including almost 23 miles of sidewalks and an additional 23 miles of storm drains and drainage ditches. The City works hard to keep the ditches and storm drains flowing to help with flooding and standing water on streets and roadways.

This type of maintenance requires several pieces of specialized equipment. The City will be looking to purchase two (2) new pieces of equipment that will make the job of

street maintenance more efficient and longer lasting. The City will be looking at a unique machine called an asphalt reclaimer, this would allow the street crews to re-use the asphalt that they remove from the street to repair it as well. The average cost of an asphalt re-claimer is approximately \$40,000; the Town spends almost \$18,000 a year on hot mix asphalt, so in a little over two (2) years the equipment will pay for itself. The City is also hoping to purchase a double barrel ride on roller, used to smooth out the asphalt after it is poured. The Street Department currently uses a single drum walk behind roller that doesn't offer the same finished product as a double barrel roller.

The Public Works Department is an extremely important part of Morehead City. This department is also responsible for blocking off areas of town for events such as The North Carolina Seafood Festival, or the Veteran’s Day Parade. The Public Works Department does a lot for the Town and its residents yet are more than willing to stay behind the scenes to make sure that the special events held in Town are seamless and enjoyable to everyone. If you run into a Public Works employee, let them know that you appreciate all that they do to make our city a great place to live.



Seafood Festival barricades along Arendell Street.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TRANSPORTATION | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4510-121 | SALARIES | | | | | | | | |
| | 269,456.18 | 318,250.00 | 290,200.00 | 288,070.21 | 99.26 | 290,200.00 | 305,234.00 | 305,234.00 | 305,234.00 |
| FYE 6/30/16 - Department is authorized and funded for 9 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4510-122 | OVERTIME | | | | | | | | |
| | 1,690.20 | 4,000.00 | 4,000.00 | 1,203.74 | 30.09 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 |
| 10-4510-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4510-126 | PARTTIME SALARIES | | | | | | | | |
| | 19,445.30 | 22,250.00 | 51,400.00 | 16,303.81 | 31.71 | 51,400.00 | 25,545.00 | 24,545.00 | 24,545.00 |
| FYE 6/30/16 - Department is authorized and funded for 2 part time seasonal positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-4510-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 12,329.87 | 16,100.00 | 14,725.00 | 13,196.16 | 89.61 | 14,725.00 | 15,462.00 | 15,462.00 | 15,462.00 |
| 10-4510-181 | FICA | | | | | | | | |
| | 22,041.35 | 26,350.00 | 26,450.00 | 23,205.99 | 87.73 | 26,450.00 | 25,534.00 | 25,534.00 | 25,534.00 |
| 10-4510-183 | RETIREMENT | | | | | | | | |
| | 19,088.47 | 22,775.00 | 20,800.00 | 19,526.24 | 93.87 | 20,800.00 | 22,419.00 | 22,419.00 | 22,419.00 |
| 10-4510-184 | GROUP INSURANCE | | | | | | | | |
| | 44,895.64 | 49,700.00 | 47,650.00 | 47,484.46 | 99.65 | 47,650.00 | 51,948.00 | 50,004.00 | 50,004.00 |
| 10-4510-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 2,150.00 | 500.00 | 298.08 | 59.61 | 500.00 | 500.00 | 500.00 | 500.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4510-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 19,628.00 | 21,950.00 | 22,075.00 | 21,726.00 | 98.41 | 22,075.00 | 24,000.00 | 24,000.00 | 24,000.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 408,575.01 | 483,525.00 | 477,800.00 | 431,014.69 | 90.20 | 477,800.00 | 474,642.00 | 471,698.00 | 471,698.00 |
| OTHER | | | | | | | | | |
| 10-4510-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 11,177.27 | 15,150.00 | 15,100.00 | 10,677.76 | 70.71 | 15,000.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-4510-212 | UNIFORMS | | | | | | | | |
| | 3,290.97 | 4,300.00 | 4,650.00 | 3,751.74 | 80.68 | 4,650.00 | 5,100.00 | 5,100.00 | 5,100.00 |
| 10-4510-250 | GAS,OIL,TIRES | | | | | | | | |
| | 20,153.82 | 24,000.00 | 23,200.00 | 13,704.95 | 59.07 | 24,000.00 | 24,000.00 | 24,000.00 | 24,000.00 |
| 10-4510-260 | OFFICE SUPPLIES | | | | | | | | |
| | 3,629.73 | 3,700.00 | 1,950.00 | 1,672.21 | 85.75 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 10-4510-299 | MOSQUITO CONTROL SUPPLIES | | | | | | | | |
| | 0.00 | 3,500.00 | 2,500.00 | 1,037.50 | 41.50 | 2,500.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4510-321 | TELEPHONE | | | | | | | | |
| | 1,141.52 | 1,500.00 | 1,500.00 | 1,084.03 | 72.26 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 10-4510-331 | UTILITIES-FACILITIES | | | | | | | | |
| | 3,881.51 | 4,000.00 | 4,000.00 | 3,289.96 | 82.24 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 |
| 10-4510-339 | UTILITIES-STREET LIGHTS | | | | | | | | |
| | 173,564.30 | 173,000.00 | 173,000.00 | 158,364.09 | 91.53 | 173,000.00 | 173,000.00 | 173,000.00 | 173,000.00 |
| 10-4510-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 1,325.75 | 4,500.00 | 4,500.00 | 298.68 | 6.63 | 4,500.00 | 4,500.00 | 4,500.00 | 4,500.00 |
| 10-4510-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 11,211.17 | 12,500.00 | 12,500.00 | 9,227.74 | 73.82 | 12,500.00 | 12,500.00 | 12,500.00 | 12,500.00 |
| 10-4510-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 4,113.18 | 3,800.00 | 3,800.00 | 3,366.34 | 88.58 | 3,800.00 | 3,800.00 | 3,800.00 | 3,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

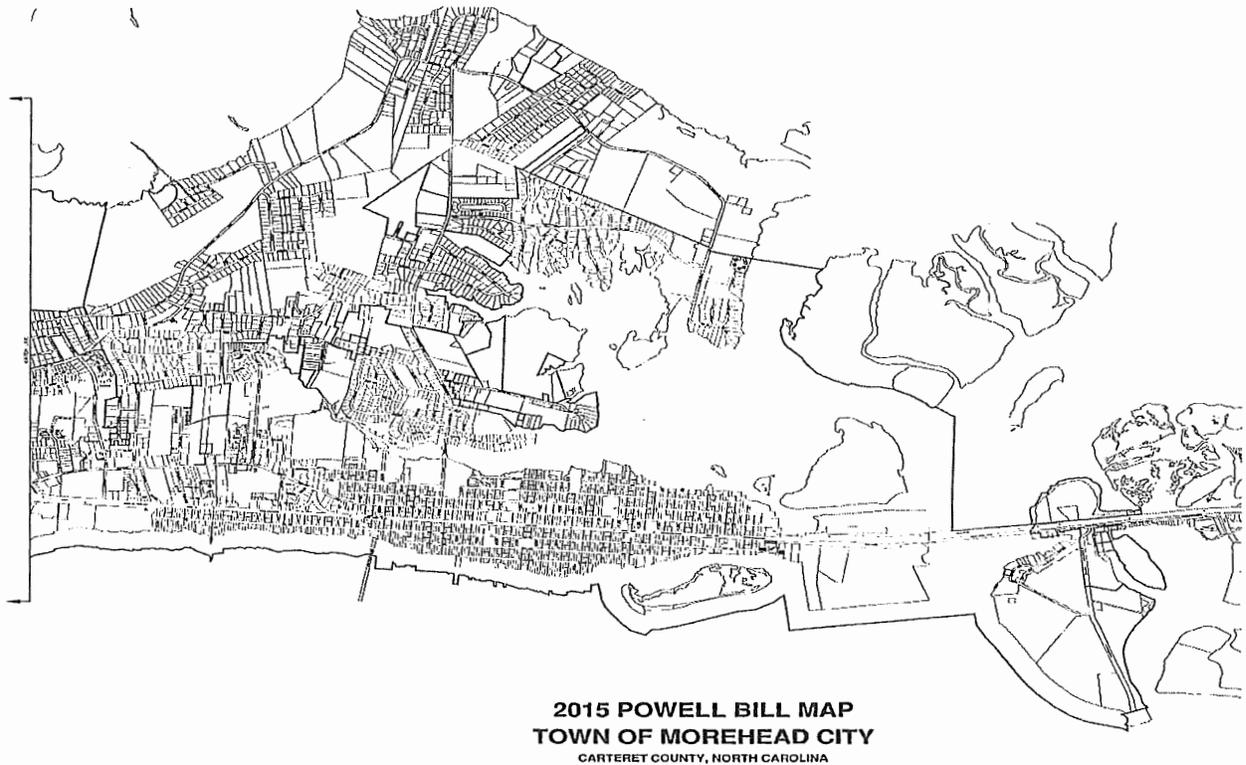
| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-4510-380 | 0.00 | 0.00 | 7,550.00 | 1,665.57 | 22.06 | 7,550.00 | 7,550.00 | 7,550.00 | 7,550.00 |
| 10-4510-454 | 38,617.19 | 40,000.00 | 50,000.00 | 37,269.59 | 74.53 | 55,000.00 | 55,000.00 | 55,000.00 | 55,000.00 |
| 10-4510-395 | 484.00 | 1,150.00 | 3,800.00 | 1,323.00 | 34.81 | 3,800.00 | 3,800.00 | 3,800.00 | 3,800.00 |
| 10-4510-491 | 6,129.42 | 6,150.00 | 4,200.00 | 3,325.64 | 79.18 | 4,200.00 | 4,200.00 | 4,200.00 | 4,200.00 |
| 10-4510-645 | 0.00 | 0.00 | 50,000.00 | 50,000.00 | 100.00 | 50,000.00 | 0.00 | 0.00 | 0.00 |
| 10-4510-651 | 1,154.25 | 1,100.00 | 650.00 | 299.00 | 46.00 | 650.00 | 650.00 | 650.00 | 650.00 |
| TOTAL OTHER | | | | | | | | | |
| | 279,874.08 | 298,350.00 | 362,900.00 | 300,357.80 | 82.76 | 368,650.00 | 321,600.00 | 321,600.00 | 321,600.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4510-501 | 5,170.00 | 27,000.00 | 84,200.00 | 51,544.07 | 61.21 | 84,200.00 | 105,500.00 | 65,000.00 | 65,000.00 |
| Please refer to Account #10-6120-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 10-4510-642 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4510-643 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 5,170.00 | 27,000.00 | 84,200.00 | 51,544.07 | 61.21 | 84,200.00 | 105,500.00 | 65,000.00 | 65,000.00 |
| TOTAL TRANSPORTATION | | | | | | | | | |
| | 693,619.09 | 808,875.00 | 924,900.00 | 782,916.56 | 84.64 | 930,650.00 | 901,742.00 | 858,298.00 | 858,298.00 |

Powell Bill

The Public Works Department’s street repair budget comes from the North Carolina Department of Transportation (NC DOT) in the form of a State Street-Aid Program called the Powell Bill. The Town of Morehead City has to qualify their eligibility for these state issued funds once a year. The Town of Morehead City gets approximately \$270,000 from the state to help offset the cost of maintaining the streets within city limits.

The NC DOT is still responsible for maintaining a few of the Town’s busier streets. The NC DOT maintains all of Arendell Street, Highway 24, North 35th Street, Friendly Road, North 20th Street, and Bridges Street west of 20th Street. The Town is responsible for over 50 miles of roadway; the Powell Bill funds the Town roughly \$5,400 per mile, which seems sufficient until you factor in the cost to repave one (1) mile of roadway costs approximately \$125,000.

The State defines the Powell Bill as follows: State Street-Aid (Powell Bill) allocations are made to incorporated municipalities which establish their eligibility and qualify as provided by G.S. 136-41.1 through 136-41.4. The North Carolina General Statutes require that an appropriation of funds by the General Assembly to the Department of Transportation for State aid to municipalities from the State Highway Fund. The statutes also provide that funds be disbursed to the qualified municipalities on or before October 1st and January 1st, thereby allowing sufficient time after the end of the fiscal year for verification of information and to determine the proper allocations and preparation of disbursements. Powell Bill funds shall be expended primarily for the purposes of resurfacing streets within the corporate limits of the municipality but may also be used for maintaining, repairing, constructing, reconstructing or widening of any street or public thoroughfare within the municipal limits or for planning, construction, and maintenance of bikeways, greenways or sidewalks.



The above image is a scan of the Powell Bill map for the Town of Morehead City. The bold outline along the perimeter of the map is what is included and maintained by the Town of Morehead City, with the exception of Arendell Street, and Bridges Street west of N. 20th Street.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved | |
|---|--------------------------------|-----------|----------------|----------------------|-----------|--------------------|--------------|-------------------|------------------|------------|
| POWELL BILL | | | | | | | | | | |
| OTHER | | | | | | | | | | |
| 10-4515-194 | ENGINEERING | 5,732.50 | 7,575.00 | 1,000.00 | 691.16 | 69.11 | 1,000.00 | 51,000.00 | 51,000.00 | 51,000.00 |
| 10-4515-215 | DEPT SUPPLIES-TRAFFIC CONTROL | 5,507.22 | 13,000.00 | 10,000.00 | 5,005.42 | 50.05 | 8,000.00 | 23,000.00 | 23,000.00 | 23,000.00 |
| 10-4515-358 | SNOW & ICE REMOVAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-359 | MAINTENANCE & MATERIALS | 52,875.40 | 85,000.00 | 104,000.00 | 47,325.81 | 45.50 | 105,000.00 | 105,000.00 | 105,000.00 | 105,000.00 |
| TOTAL OTHER | | | | | | | | | | |
| | | 64,115.12 | 105,575.00 | 115,000.00 | 53,022.39 | 46.10 | 114,000.00 | 179,000.00 | 179,000.00 | 179,000.00 |
| CAPITAL OUTLAY | | | | | | | | | | |
| 10-4515-550 | EQUIPMENT-NEW | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-570 | RIGHT OF WAY | 0.00 | 2,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-580 | CURB & GUTTER | 0.00 | 1,000.00 | 2,500.00 | 164.79 | 6.59 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| Please refer to Account #10-4515-580 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | | |
| 10-4515-581 | BIKEWAYS-CONSTR & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-582 | SIDEWALKS-CONSTR & MAINTENANCE | 45,156.12 | 60,000.00 | 60,000.00 | 15,224.76 | 25.37 | 30,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| Please refer to Account #10-4515-582 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | | |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------------|------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-4515-589 | CONSTRUCTION-NEW | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-591 | PAVING & RESURFACING | | | | | | | | |
| | 215,502.46 | 272,525.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180,000.00 |
| Please refer to Account#10-4515-591 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 10-4515-592 | BRIDGES-CONSTR & MAINTENANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4515-594 | DRAINAGE & STORM SEWER | | | | | | | | |
| | 29,082.11 | 83,800.00 | 26,000.00 | 25,245.68 | 97.09 | 18,000.00 | 18,000.00 | 18,000.00 | 18,000.00 |
| Please refer to Account #10-4515-594 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 289,740.69 | 419,725.00 | 88,500.00 | 40,635.23 | 45.91 | 50,500.00 | 50,500.00 | 50,500.00 | 230,500.00 |
| OTHER FINANCING USES | | | | | | | | | |
| 10-4515-993 | RES FOR FUTURE APPROP-POWELL B | | | | | | | | |
| | 0.00 | 0.00 | 65,950.00 | 0.00 | 0.00 | 0.00 | 80,950.00 | 80,950.00 | 80,950.00 |
| TOTAL OTHER FINANCING USES | | | | | | | | | |
| | 0.00 | 0.00 | 65,950.00 | 0.00 | 0.00 | 0.00 | 80,950.00 | 80,950.00 | 80,950.00 |
| TOTAL POWELL BILL | | | | | | | | | |
| | 353,855.81 | 525,300.00 | 269,450.00 | 93,657.62 | 34.75 | 164,500.00 | 310,450.00 | 310,450.00 | 490,450.00 |

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TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

Month Fiscal Year
12 2016

Page 44

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-------------------------------|-------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| TOTAL HIGHWAYS/STREETS | 1,047,474.90 | 1,334,175.00 | 1,194,350.00 | 876,574.18 | 73.39 | 1,095,150.00 | 1,212,192.00 | 1,168,748.00 | 1,348,748.00 |

PLANNING & INSPECTIONS

Chief Building Inspector Robert Davis just received a call from a tenant complaining about the condition of a rental home. The heat isn't working, there is a leak in the roof, and there are roaches and bedbugs. He lets the tenant know that someone will be out to conduct a minimum housing inspection later in the afternoon. As soon as he hangs up, Planning & Inspections Assistant Meredith Dillon forwards a call from a contractor on the line asking a question about the building code. Oh, and by the way, there is a homeowner waiting in her office who has a question about the impact flood maps will have on an addition he hopes to build.

After answering the calls and meeting with the walk-in customers, he takes a minute to meet with Building Inspector John Varner to go over the day's scheduled inspections. During the brief discussion, John lets Robert know that he has been successful in issuing a number of permits but there are a couple about which he has a question. The first one involves a new addition to a residence. Everything is in order, except for the fact that the property is located in a flood zone. The value of the addition is more than 50 percent of the value of the existing house and the house is below base flood elevation. The property owner has two options available since it is considered a substantial improvement under FEMA flood regulations. The owner can either raise the entire structure to meet the current flood regulations or the addition could be modified to be less than 50 percent of the value of the existing structure. The application is placed on hold until the property owner decides what to do. The second question relates to a code interpretation regarding ingress and egress. Robert and John discuss it and, due to the complex nature of the situation, determine it is necessary to get guidance from the North Carolina Department of Insurance.

It's 9 a.m. A waterfront property owner who needs guidance on a CAMA (Coastal Area Management) permit application is speaking with Code Enforcement Officer Jeannie Drake. Robert makes sure everything is in order, then leaves to meet Code Enforcement Officer Ethan Brogden to consult on-site with a property owner about a new Zaxby's. Ethan explains that along with the building plans, it will be necessary to submit a site plan that includes information on parking, landscaping, signage, building height and setbacks, utility information and fire hydrant locations. The property owner asks how long it will take to get a building permit. As Ethan is explaining the process, Robert gets a call from the Fire Department and needs to leave. There has been an accident and a car



has driven into Happy Cakes Bakery. Robert's expertise is needed to assess the condition of the building before it can reopen.

It's now 11 a.m. and Robert is just starting his nine (9) inspections when he receives a call from the office. The State Mechanical Investigator has shown up and wants to follow up on the complaint regarding the contractor who installed a number of heating and air units at Crystal Coast Apartments without a permit. Robert detours back to the office where he discusses and collects all the pertinent information for the investigation.

During lunch, a contractor visits to submit a permit application to renovate an existing commercial building for a dog training facility. Senior Planner Sandi Watkins meets with the contractor to let him know that dog training facilities are not allowed and it will be necessary to amend the City's Unified Development Ordinance in order to get a permit to locate one in the CD (Commercial Downtown) zoning district. The process involves appearing before both the Planning Board and City Council and takes approximately two to three months.

It's 1 p.m. and Planning Director Linda Staab has just returned from the Downtown Morehead City Revitalization Association Board meeting. A homeowner in Spooner's Creek is waiting for her. He is following up on the North Carolina Shallow Draft Dredging Grant application to dredge Spooner's Creek.

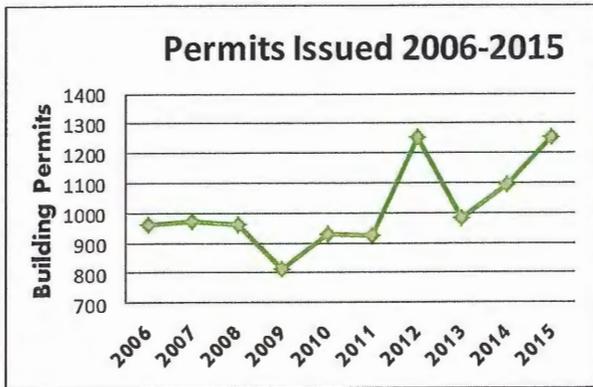
It's mid-afternoon and Robert is in the midst of completing his inspections. As Sandi and Linda review the draft FEMA flood maps, they realize the magnitude of the impact the maps will have on Morehead City. City Manager Dave Whitlow stops by and learns that not only will there be more than 1000 new properties located in the flood zone but the base flood elevation in some areas is increasing as much as three (3) feet. In the downtown area, the base flood elevation is increasing to nine (9) feet which is close to four (4) feet above the seawall. He consults with the Council and they ask staff what would be necessary to challenge the draft maps.

The last hour of the day, both John and Robert are close to completing their inspections. Robert doesn't have time to get to the pending commercial plan reviews. Meredith is fielding calls from contractors trying to schedule inspections. Tomorrow is another day.

It's 10 p.m. and Linda gets a call from Fire Chief Jamie Fulk letting her know that a tornado has touched down. She and the Building Inspectors show up to start the City's damage assessment process. The initial assessment is finished around 3 a.m.

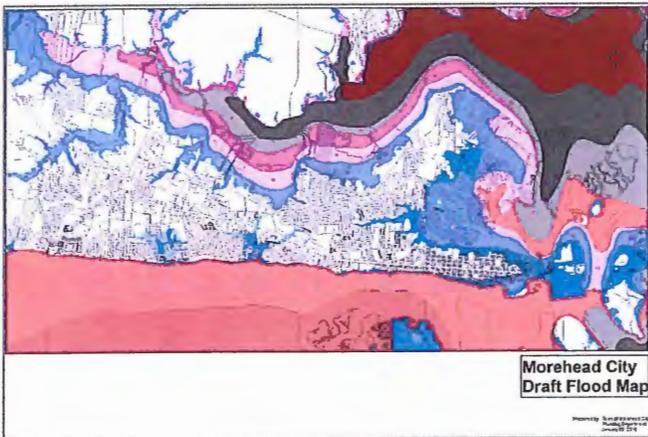
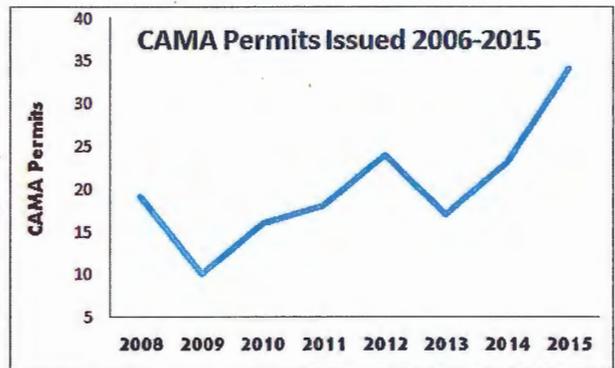


Fortunately, most days are not quite as chaotic; however, it is typical that there is not enough time in a day to finish everything. As the town grows and the state and federal governments require more of local governments, it is becoming difficult to effectively meet the needs of Morehead City residents and property owners. The increased building activity and the draft flood maps will have a significant impact on the Planning & Inspections Department's FY 16/17 budget.



Land development ebbs and flows with the economy. With a brighter economic future, property owners are inclined to build new buildings and develop their land. This is reflected in the permit history over the past ten years. Between 2006 and 2008, just under 1000 permits were issued per year. In 2015, that number increased to over 1200. The trending rise in permits has continued in calendar year 2016. To date, 217 permits have been issued and the Spring/Summer season is coming.

As part of the permitting process, the Planning & Inspections staff has to make sure that all applicable federal and state regulations are being followed. State regulations include, but are not limited to: stormwater, NCDOT (driveway permits), erosion/sedimentation control and CAMA (Coastal Area Management). The Planning & Inspections Department manages the CAMA minor permitting process. CAMA permit requests are trending upward, too.



The new flood maps are scheduled to be released to the public on June 30, 2016. The Planning & Inspections Department will have the responsibility of notifying property owners on how the preliminary flood maps will impact each individual's property and their insurance rates. This includes guiding property owners who are new to the flood program as well as explaining to property owners already in the special flood hazard area the impacts of an increased base flood elevation. In addition, the City's five-year Community Rating System visit is pending in 2017. The City has realized a 10% rate reduction on all flood insurance policies issued in Morehead City's planning jurisdiction as a result of work done by the Planning & Inspections staff.

Over the past several years, the Planning and Inspections staff has harnessed technology to efficiently handle the departmental workload. However, due to the steady increase in development activity and expanding departmental obligations, a point has been reached in which it is necessary to consider filling the Building Inspector position which has remained vacant since 2007. Such a change would afford Morehead City an opportunity to once again provide exceptional and timely permitting services.

Town of Morehead City

Planning & Inspections Department



TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| PLANNING & INSPECTIONS | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-4910-121 | SALARIES | | | | | | | | |
| | 293,608.27 | 314,200.00 | 345,175.00 | 313,428.80 | 90.80 | 345,175.00 | 397,335.00 | 397,335.00 | 397,335.00 |
| FYE 6/30/16 - Department is authorized and funded for 7 full time positions. FYE 6/30/17 - Department requests funding for 1 additional full time position. FYE 6/30/17 - Manager recommends funding for 1 additional full time position. FYE 6/30/17 - Council approved funding for 1 additional full time position. | | | | | | | | | |
| 10-4910-122 | OVERTIME | | | | | | | | |
| | 0.00 | 1,000.00 | 1,000.00 | 225.23 | 22.52 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4910-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 178.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-4910-126 | PARTTIME SALARIES | | | | | | | | |
| | 6,260.40 | 5,150.00 | 7,000.00 | 4,727.00 | 67.52 | 7,000.00 | 0.00 | 0.00 | 0.00 |
| 10-4910-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 12,854.25 | 15,650.00 | 17,675.00 | 15,560.65 | 88.03 | 17,675.00 | 19,917.00 | 19,917.00 | 19,917.00 |
| 10-4910-181 | FICA | | | | | | | | |
| | 22,371.18 | 23,975.00 | 27,025.00 | 23,493.16 | 86.93 | 27,025.00 | 30,473.00 | 30,473.00 | 30,473.00 |
| 10-4910-183 | RETIREMENT | | | | | | | | |
| | 20,726.55 | 22,150.00 | 24,975.00 | 21,171.77 | 84.77 | 24,975.00 | 28,879.00 | 28,879.00 | 28,879.00 |
| 10-4910-184 | GROUP INSURANCE | | | | | | | | |
| | 31,793.06 | 36,600.00 | 37,050.00 | 31,973.49 | 86.29 | 37,050.00 | 46,176.00 | 44,448.00 | 44,448.00 |
| 10-4910-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,500.00 | 50.00 | 29.81 | 59.62 | 50.00 | 300.00 | 300.00 | 300.00 |
| 10-4910-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 11,666.00 | 11,675.00 | 16,400.00 | 11,738.00 | 71.57 | 16,400.00 | 18,500.00 | 18,500.00 | 18,500.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 399,279.71 | 431,900.00 | 476,350.00 | 422,526.41 | 88.70 | 476,350.00 | 542,580.00 | 540,852.00 | 540,852.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|-----------------------------|-----------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| OTHER | | | | | | | | | |
| 10-4910-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 2,123.61 | 5,000.00 | 4,350.00 | 2,684.53 | 61.71 | 4,350.00 | 4,350.00 | 4,350.00 | 4,350.00 |
| 10-4910-250 | GAS,OIL,TIRES | | | | | | | | |
| | 2,378.15 | 5,325.00 | 7,600.00 | 2,790.56 | 36.71 | 3,500.00 | 5,900.00 | 5,900.00 | 5,900.00 |
| 10-4910-260 | OFFICE SUPPLIES | | | | | | | | |
| | 10,209.70 | 10,500.00 | 5,000.00 | 3,642.40 | 72.84 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4910-299 | CAMA EXPENSE | | | | | | | | |
| | 0.00 | 1,100.00 | 1,100.00 | 40.90 | 3.71 | 1,100.00 | 1,100.00 | 1,100.00 | 1,100.00 |
| 10-4910-311 | TRAVEL REIMBURSEMENT | | | | | | | | |
| | 205.91 | 400.00 | 400.00 | 49.74 | 12.43 | 400.00 | 400.00 | 400.00 | 400.00 |
| 10-4910-321 | TELEPHONE | | | | | | | | |
| | 479.50 | 1,000.00 | 1,000.00 | 331.24 | 33.12 | 750.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-4910-341 | PRINTING | | | | | | | | |
| | 324.25 | 4,500.00 | 3,500.00 | 69.00 | 1.97 | 2,000.00 | 5,500.00 | 5,500.00 | 5,500.00 |
| 10-4910-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 0.00 | 2,500.00 | 1,500.00 | 0.00 | 0.00 | 2,500.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-4910-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 380.72 | 3,000.00 | 4,000.00 | 572.29 | 14.30 | 2,500.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4910-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 5,500.00 | 5,107.75 | 92.86 | 2,550.00 | 5,650.00 | 5,650.00 | 5,650.00 |
| 10-4910-391 | LEGAL ADVERTISING | | | | | | | | |
| | 2,691.08 | 5,000.00 | 3,500.00 | 1,627.82 | 46.50 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-4910-395 | TRAVEL & TRAINING | | | | | | | | |
| | 974.51 | 5,500.00 | 6,000.00 | 2,147.74 | 35.79 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 |
| 10-4910-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 3,881.63 | 3,700.00 | 4,350.00 | 3,440.90 | 79.10 | 4,200.00 | 4,200.00 | 4,200.00 | 4,200.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-----------------------------------|----------------------------|----------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-4910-651 | CONTRACTED SERVICES | | | | | | | | |
| | 8,583.28 | 13,250.00 | 9,750.00 | 6,813.66 | 69.88 | 9,750.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10-4910-652 | CONTRACT SVC-CLEAN OFF PRO | | | | | | | | |
| | 215.00 | 1,500.00 | 10,000.00 | 900.00 | 9.00 | 10,550.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 32,447.34 | 62,275.00 | 67,550.00 | 30,218.53 | 44.73 | 60,150.00 | 77,100.00 | 77,100.00 | 77,100.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-4910-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL PLANNING/INSPECTIONS | | | | | | | | | |
| | 431,727.05 | 494,175.00 | 543,900.00 | 452,744.94 | 83.24 | 536,500.00 | 619,680.00 | 617,952.00 | 617,952.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL PUBLIC SAFETY | | | | | | | | | |
| | 3,898,509.93 | 4,085,870.00 | 4,080,051.00 | 3,846,933.07 | 94.28 | 4,054,689.42 | 4,354,145.00 | 4,337,697.00 | 4,337,697.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------------|-----------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| LIBRARY | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-6110-121 | SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6110-122 | OVERTIME | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6110-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6110-126 | PARTTIME SALARIES | | | | | | | | |
| | 87,784.49 | 85,850.00 | 99,800.00 | 87,963.24 | 88.13 | 99,800.00 | 115,723.00 | 103,000.00 | 103,000.00 |
| FYE 6/30/16 - Department is authorized and funded for 7 part time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 10-6110-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 840.85 | 1,650.00 | 1,625.00 | 743.11 | 45.72 | 1,625.00 | 1,752.00 | 1,752.00 | 1,752.00 |
| 10-6110-181 | FICA | | | | | | | | |
| | 6,539.89 | 6,575.00 | 7,650.00 | 6,444.56 | 84.24 | 7,650.00 | 8,853.00 | 8,853.00 | 8,853.00 |
| 10-6110-183 | RETIREMENT | | | | | | | | |
| | 2,254.02 | 2,350.00 | 2,275.00 | 2,088.31 | 91.79 | 2,275.00 | 2,540.00 | 2,540.00 | 2,540.00 |
| 10-6110-184 | GROUP INSURANCE | | | | | | | | |
| | 0.00 | 0.00 | 3,975.00 | 0.00 | 0.00 | 3,975.00 | 0.00 | 0.00 | 0.00 |
| 10-6110-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,500.00 | 50.00 | 29.81 | 59.62 | 50.00 | 75.00 | 75.00 | 75.00 |
| 10-6110-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 97,419.25 | 97,925.00 | 115,375.00 | 97,269.03 | 84.30 | 115,375.00 | 128,943.00 | 116,220.00 | 116,220.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|-----------------------------|-----------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| OTHER | | | | | | | | | |
| 10-6110-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 1,935.60 | 2,000.00 | 1,500.00 | 1,020.03 | 68.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| 10-6110-203 | SPECIAL EVENTS SUPPLIES | | | | | | | | |
| | 339.31 | 500.00 | 500.00 | 458.18 | 91.63 | 500.00 | 500.00 | 500.00 | 500.00 |
| 10-6110-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 328.19 | 650.00 | 650.00 | 363.15 | 55.86 | 650.00 | 650.00 | 650.00 | 650.00 |
| 10-6110-230 | BOOKS | | | | | | | | |
| | 10,022.73 | 37,825.00 | 31,950.00 | 11,831.69 | 37.03 | 34,250.00 | 36,000.00 | 36,000.00 | 36,000.00 |
| 10-6110-231 | PERIODICALS | | | | | | | | |
| | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 50.00 | 50.00 | 50.00 |
| 10-6110-232 | AUDIO VISUAL | | | | | | | | |
| | 147.11 | 250.00 | 4,250.00 | 3,024.48 | 71.16 | 4,250.00 | 4,250.00 | 4,250.00 | 4,250.00 |
| 10-6110-260 | OFFICE SUPPLIES | | | | | | | | |
| | 2,016.03 | 2,700.00 | 3,750.00 | 3,721.55 | 99.24 | 2,700.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-6110-321 | TELEPHONE | | | | | | | | |
| | 854.97 | 1,050.00 | 850.00 | 717.39 | 84.39 | 900.00 | 900.00 | 900.00 | 900.00 |
| 10-6110-331 | UTILITIES | | | | | | | | |
| | 8,344.16 | 10,000.00 | 10,000.00 | 8,781.56 | 87.81 | 10,000.00 | 9,500.00 | 9,500.00 | 9,500.00 |
| 10-6110-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 9,104.19 | 24,650.00 | 24,650.00 | 12,250.30 | 49.69 | 24,650.00 | 23,300.00 | 23,300.00 | 23,300.00 |
| 10-6110-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 0.00 | 500.00 | 500.00 | 171.91 | 34.38 | 500.00 | 500.00 | 500.00 | 500.00 |
| 10-6110-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 0.00 | 500.00 | 500.00 | 9.99 | 1.99 | 500.00 | 500.00 | 500.00 | 500.00 |
| 10-6110-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 2,432.97 | 3,000.00 | 6,400.00 | 3,935.38 | 61.49 | 6,400.00 | 4,500.00 | 4,500.00 | 4,500.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-6110-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 4,273.98 | 4,275.00 | 2,600.00 | 1,675.01 | 64.42 | 1,850.00 | 3,850.00 | 3,850.00 | 3,850.00 |
| 10-6110-395 | TRAVEL & TRAINING | | | | | | | | |
| | 0.00 | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 | 250.00 |
| 10-6110-651 | CONTRACTED SERVICES | | | | | | | | |
| | 998.00 | 1,000.00 | 1,000.00 | 91.50 | 9.15 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 40,797.24 | 89,250.00 | 89,450.00 | 48,052.12 | 53.71 | 89,600.00 | 89,950.00 | 89,950.00 | 89,950.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-6110-501 | CAPITAL OUTLAY | | | | | | | | |
| | 3,600.00 | 30,000.00 | 26,400.00 | 26,400.00 | 100.00 | 42,000.00 | 42,000.00 | 42,000.00 | 0.00 |
| Please refer to Account #10-6110-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 3,600.00 | 30,000.00 | 26,400.00 | 26,400.00 | 100.00 | 42,000.00 | 42,000.00 | 42,000.00 | 0.00 |
| TOTAL LIBRARY | | | | | | | | | |
| | 141,816.49 | 217,175.00 | 231,225.00 | 171,721.15 | 74.26 | 246,975.00 | 260,893.00 | 248,170.00 | 206,170.00 |

Parks and Recreation

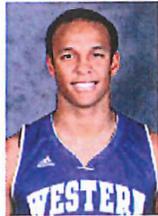
Johnny was a quiet kid with three (3) older brothers, two (2) sisters, athletic ability, and a love for basketball. He grew up playing in the Morehead City Parks and Recreation Department (MCPRD) Youth Basketball Program and made the school team at Morehead City Middle School. He was a good student but experienced some adversity with his academics that put his athletic eligibility in jeopardy. He was at a crossroad and wanted to take the easy route of playing Recreation League Basketball instead of playing Middle School Basketball. Morehead City Parks and Recreation Department staff advised Johnny to take care of the issues at school and continue to pursue his best with the Morehead City Middle School team. Johnny did.

When new East Carolina University Men's Basketball Coach Bill Herrion sent out basketball camp scholarship opportunities to Parks and Recreation Departments in eastern North Carolina, Morehead City Parks and Recreation Department staff nominated Johnny for the opportunity to learn and embrace his potential at the weeklong overnight camp. Johnny's camp experience opened his eyes on bigger possibilities and he worked hard to reach his goals. Johnny was a key member of the West Carteret High School team before transferring to a prep school prior to attending North Carolina State University on a basketball scholarship. He graduated from State in three(3) years and still had playing eligibility due to injuries. He played another season for coach Tom Herrion at Marshall University while attending graduate school. You may know Johnny as "Hawk", a current member of the Harlem Globetrotters. Johnny is in his fourth season with the Harlem Globetrotters and a hometown hero to Morehead City.

Johnny's story is just one of the many stories about the daily impacts of the Parks and Recreation Department in the lives Morehead City residents. Below are some of the many young people that have benefitted from participation in our Youth Basketball Program and have pursued sports collegiately and professionally.



Chase Cannon
N.C. State
Basketball



Aaron Williams
Western Carolina
Basketball



Ashley Williams
Western Carolina
Basketball



Hannah Ericksen
Peace University
Basketball



Blair Pearce
UNCW
Soccer



Cooper Webb
Pro Motocross
Racer



Johnny Thomas
Pro Basketball
Player

The Department's youth basketball, tee ball, and summer day camp were the founding programs back in the 1980's. Our current recreational programming and facilities offer opportunities for pre-school age children through senior citizens while partnering with various local groups and organizations to meet the needs of the community. Department programming includes youth basketball league, youth volleyball league, junior golf league, open pickleball play, summer day camp, spring break holiday camp, tennis camps/clinics, volleyball camp, soccer camp, aerobics, tai chi, yoga, line dance, senior tap dance, wellness program, and fitness classes. The Recreation Center annual usage totals for meeting rooms, rentals, and these programs exceeds 48,000 uses. In addition to our programming, the newly renovated Recreation Center cardiovascular and weight training fitness rooms are improving the health and wellness of the community with more than 20,000 uses. The Department also generates another 15,000 uses through our event programming which includes the Annual Easter Egg Hunt, Family 1 Mile Walk/Run, Summer Concert Series, July 4th Celebration, NCSF 8K Run, and Holiday Skating Rink. The Department's athletic facilities easily exceed 50,000 uses annually through baseball, soccer, and football usage. Each of the many local and regional events (DMCRA Boat Show, North Carolina Seafood Festival, fishing tournaments, Military Appreciation Day, etc.) generate thousands of park users at Katherine Davis Park, Ottis Landing, Jaycee Park, and City Park. It is amazing that there are more than 150,000 users annually experiencing the programs and facilities that evolved from the early beginnings of recreation in Morehead City.

The origins of the Parks and Recreation Department in Morehead City date back to the U.S.O. Building that was purchased from the Federal Government for \$8500 in 1948. After renovations, the gymnasium was used as a recreation center for youth dances and games. In 1975, the building was destroyed by fire but the 2-acre site remained a recreational area with an outdoor basketball court. In 1980, the Town received a \$22,475 Land and Water Conservation Fund (LWCF) federal grant to construct tennis courts at the eastern side of the site; the site was named as Shevans Park. In 1980, the Town purchased the 8-acre W.S. King Building property for use as a recreation center, field, and senior citizens wing. The recreation center facility included a gymnasium, meeting rooms, and classrooms. During the 80's and 90's, most of the classrooms were used for afterschool, preschool, and summer camp programming and a few were used to develop a weight room for free weights. The Morehead City Parks and Recreation Department (MCPRD) offices were located in the eastern section of the recreation center and the senior program operated in the west end of the building.

In 1997, shelters and a large playground were constructed by a large organized community project to replace the basketball court at Shevans Park. Also, in 1997, the senior program moved into the new Leon Mann Enrichment Center operated by Carteret County. Since the move, Morehead City Parks and Recreation Department has managed the recreation center facility, its programs, and rentals. At this point, the Morehead City park system consisted of the Recreation Center, Shevans Park, Piney Park, City Park, Jaycee Park, and Walter Lewis Landing for a total of 13 acres.

The Town began a series of successful grant applications that assisted in the acquisition, renovation, and development of many recreational facilities. In 1999, the Town received a \$154,000 Parks and Recreation Trust Fund (PARTF) state grant to expand City Park by less than an acre and add a gazebo, playground, and restroom building. Also in 1999, the Town received a \$76,632 North Carolina Coastal Management Program grant to construct the Calico Creek Boardwalk from Bay Street to 20th Street. In 2000, the Town received a \$41,250 PARTF grant for the South 10th Street Access development. In 2001, the second phase of the Calico Creek Boardwalk construction project was funded for an additional \$127,468 from a Division of Coastal Management grant to extend the trail to 22nd Street. Also in 2001, the joint grant submission from North Carolina Coastal Federation and the Town received a \$500,000 North Carolina Clean Water Management Trust Fund grant and

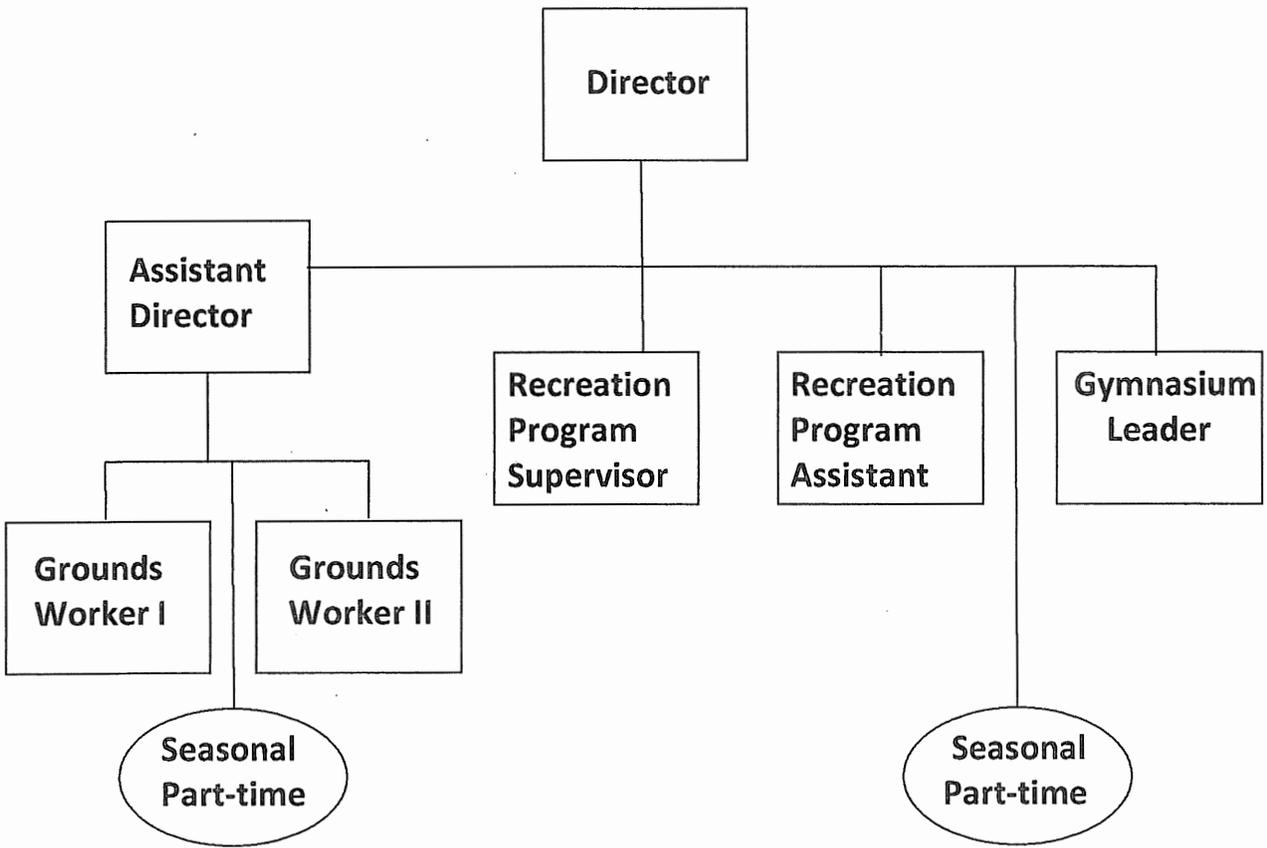
the Town received a \$115,000 PARTF grant for the acquisition of the 47-acre Sugarloaf Island (22-acre tax value). The Town developed a floating dock, nature trail, and restrooms on the island to access this natural area.

Also in 2001, the Town received PARTF (\$150,000) and LWCF (\$520,346) grants to acquire and develop the 15-acre Blair Point Park Project land. This acquisition and major development of the Town's first athletic facility was later named Rotary Park. Rotary Park's development included the Town's first exercise trail, lighted soccer fields, lighted outdoor basketball courts, restrooms, playground, and a maintenance building. In 2004, the Town received PARTF (\$150,000) and LWCF (\$250,000) grants to acquire and develop the 12-acre O'Neal Park Project land connecting to Rotary Park. This project's development included the baseball field, concession building with restrooms, maintenance building, boardwalk nature viewing area, and exercise trail. The Town expanded the original development by adding a permanent bleacher system and a larger concessions/restroom building. The addition of these 27 acres of athletic facilities dramatically changed the focus and demands of MCPRD's four (4) full-time staff members. In 2005, the Town received a \$468,325 PARTF renovation and development grant. This project renovated the gymnasium, a women's restroom with showers, and the sandlot tee ball field. The field was made multipurpose to accommodate various sports with sports lighting and irrigation added to the facility. A picnic shelter was constructed and a recreation center storage area was renovated into a concession stand and new restrooms accessible from the field.

In 2003, the Town assumed the lease of the 5.2 acre state-owned property known as the Newport River Water Access. The Town received \$194,000 (CAMA Public Access & Sport Fish Restoration grants total) to make various improvements to the site including the construction of a 300 foot pier that opened in 2007. The Town received Water Resources, CAMA, Marine Fisheries, and Waterfront Access & Marine Industry Fund (WAMI) grants totaling \$1,800,000 for Phase II improvements that included a boat launch facility, expanded parking and a 100' pier expansion. The Town received an additional \$40,000 WAMI grant for boat ramp restroom construction and \$187,550 Coastal Recreational Fishing License grant to extend the pier to its current 575' length. In total, Newport Boat Ramp and Pier projects received \$2,221,550 in grant funding. In 2009, the Town received a \$504,000 Boating Infrastructure Grant to construct the City Docks at Jaycee Park.

Over \$5,000,000 in grant funding has fueled the tremendous growth in recreational facilities since 1999. Water access improvements to 10th Street, Newport River, Jaycee Park, and Ottis Landing and the park system acreage expansion from 13 to 69 acres has significantly impacted the quality of life for Morehead City residents and guests. MCPRD is proud of our past growth and excited about the future improvements in recreational facilities and programs that will impact the daily lives of our community for decades.

The two (2) capital improvements in this year's budget are both renovation projects. The Shevans Park Tennis Courts are over 30 years old and need major renovations due to surfacing and foundation cracking. The cracks have continued to grow after each past resurfacing repair and they are currently becoming a safety issue as a trip hazard. The budget projections are to rebuild and light all four (4) courts. The second improvements project is the Recreation Center west end men's and women's restroom renovation. After the east end men's restroom renovation in 2015, the west end restrooms are the remaining public restroom facilities that do not meet code.



TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|---|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| RECREATION | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 10-6120-121 | SALARIES | | | | | | | | |
| | 181,466.32 | 181,750.00 | 196,500.00 | 198,272.00 | 100.90 | 196,500.00 | 268,631.00 | 268,631.00 | 268,631.00 |
| | FYE 6/30/16 - Department is authorized and funded for 5 full time position. FYE 6/30/17 - Department requests funding for 1 additional full time position for a dockmaster dependent upon the purchase of Katherine Davis Park from the NCDOA. FYE 6/30/17 - Manager recommends funding for 1 additional full time position for a dockmaster dependent upon the purchase of Katherine Davis Park from the NCDOA. FYE 6/30/17 - Council approved funding for 1 additional full time position for a dockmaster dependent upon the purchase of Katherine Davis Park from the NCDOA. | | | | | | | | |
| 10-6120-122 | OVERTIME | | | | | | | | |
| | 0.00 | 1,000.00 | 100.00 | 33.72 | 33.72 | 100.00 | 100.00 | 100.00 | 100.00 |
| 10-6120-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6120-126 | PARTTIME SALARIES | | | | | | | | |
| | 35,426.88 | 45,000.00 | 111,500.00 | 85,193.21 | 76.40 | 46,225.00 | 94,920.00 | 94,920.00 | 94,920.00 |
| | Beginning in FYE 6/30/16 Summer Camp (Seasonal)Salaries are included with the Part time Salaries. FYE 6/30/16 - Department is authorized and funded for 3 part time seasonal position. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | |
| 10-6120-128 | SALARIES-OTHER/SUMMER CAMP | | | | | | | | |
| | 50,287.63 | 63,725.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6120-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 9,428.59 | 9,975.00 | 10,725.00 | 9,870.60 | 92.03 | 10,725.00 | 13,437.00 | 13,437.00 | 13,437.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-6120-181 | FICA | | | | | | | | |
| | 19,762.46 | 22,300.00 | 23,575.00 | 21,266.08 | 90.20 | 23,575.00 | 27,819.00 | 27,819.00 | 27,819.00 |
| 10-6120-183 | RETIREMENT | | | | | | | | |
| | 13,331.95 | 14,100.00 | 15,175.00 | 13,488.39 | 88.88 | 15,175.00 | 19,483.00 | 19,483.00 | 19,483.00 |
| 10-6120-184 | GROUP INSURANCE | | | | | | | | |
| | 20,922.24 | 20,925.00 | 25,150.00 | 21,322.48 | 84.78 | 25,150.00 | 34,632.00 | 33,336.00 | 33,336.00 |
| 10-6120-185 | UNEMPLOYMENT | | | | | | | | |
| | 776.89 | 5,125.00 | 2,200.00 | 1,311.56 | 59.61 | 2,200.00 | 2,200.00 | 2,200.00 | 2,200.00 |
| 10-6120-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 100.00 | 1,400.00 | 2,400.00 | 2,400.00 | 2,400.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 332,802.96 | 365,300.00 | 386,325.00 | 352,158.04 | 91.15 | 321,050.00 | 463,622.00 | 462,326.00 | 462,326.00 |
| OTHER | | | | | | | | | |
| 10-6120-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 2,792.01 | 3,000.00 | 3,000.00 | 2,892.34 | 96.41 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-6120-203 | SPECIAL EVENTS | | | | | | | | |
| | 21,736.73 | 21,750.00 | 42,100.00 | 30,285.27 | 71.93 | 32,000.00 | 42,500.00 | 42,500.00 | 6,400.00 |
| 10-6120-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 414.58 | 400.00 | 400.00 | 102.17 | 25.54 | 350.00 | 400.00 | 400.00 | 400.00 |
| 10-6120-250 | GAS,OIL,TIRES | | | | | | | | |
| | 144.96 | 700.00 | 700.00 | 239.55 | 34.22 | 600.00 | 700.00 | 700.00 | 700.00 |
| 10-6120-260 | OFFICE SUPPLIES | | | | | | | | |
| | 3,908.80 | 4,000.00 | 1,500.00 | 601.50 | 40.10 | 3,200.00 | 3,500.00 | 3,500.00 | 3,500.00 |
| 10-6120-311 | TRAVEL REIMBURSEMENT | | | | | | | | |
| | 80.50 | 1,000.00 | 1,000.00 | 181.70 | 18.17 | 800.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-6120-321 | TELEPHONE | | | | | | | | |
| | 1,812.36 | 1,800.00 | 1,900.00 | 1,552.47 | 81.70 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|-----------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-6120-331 | UTILITIES | | | | | | | | |
| | 36,496.65 | 39,550.00 | 40,000.00 | 34,902.44 | 87.25 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| 10-6120-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 37,519.79 | 39,800.00 | 47,830.00 | 48,545.00 | 101.49 | 48,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| 10-6120-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 647.09 | 700.00 | 700.00 | 63.26 | 9.03 | 650.00 | 700.00 | 700.00 | 700.00 |
| 10-6120-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 2,000.00 | 1,991.69 | 99.58 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6120-395 | TRAVEL & TRAINING | | | | | | | | |
| | 1,448.00 | 2,900.00 | 3,800.00 | 3,537.80 | 93.10 | 3,800.00 | 3,800.00 | 3,800.00 | 3,800.00 |
| 10-6120-410 | LEASE FACILITIES | | | | | | | | |
| | 2,936.39 | 2,950.00 | 2,570.00 | 2,569.26 | 99.97 | 2,569.26 | 3,200.00 | 3,200.00 | 3,200.00 |
| 10-6120-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 1,769.40 | 2,950.00 | 2,800.00 | 2,085.20 | 74.47 | 2,700.00 | 2,800.00 | 2,800.00 | 2,800.00 |
| 10-6120-612 | FOURTH OF JULY | | | | | | | | |
| | 15,000.00 | 15,500.00 | 17,500.00 | 17,000.00 | 97.14 | 17,500.00 | 17,500.00 | 17,500.00 | 17,500.00 |
| 10-6120-641 | CONCERTS IN THE PARK | | | | | | | | |
| | 11,960.00 | 12,000.00 | 12,000.00 | 10,600.00 | 88.33 | 12,000.00 | 12,000.00 | 12,000.00 | 12,000.00 |
| 10-6120-642 | ATHLETIC PROGRAM | | | | | | | | |
| | 13,960.63 | 14,000.00 | 14,000.00 | 12,015.21 | 85.82 | 14,000.00 | 14,000.00 | 14,000.00 | 14,000.00 |
| 10-6120-643 | SUMMER CAMP | | | | | | | | |
| | 10,022.61 | 10,000.00 | 10,000.00 | 9,366.95 | 93.66 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 10-6120-645 | WEIGHT ROOM | | | | | | | | |
| | 2,955.83 | 5,000.00 | 23,800.00 | 26,071.72 | 109.54 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 10-6120-646 | RECREATION PROGRAM | | | | | | | | |
| | 1,282.51 | 2,500.00 | 2,500.00 | 790.98 | 31.63 | 1,800.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 10-6120-651 | CONTRACTED SERVICES | | | | | | | | |
| | 4,860.75 | 5,300.00 | 11,300.00 | 4,112.00 | 36.38 | 6,000.00 | 15,800.00 | 15,800.00 | 15,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL OTHER | 171,749.59 | 185,800.00 | 241,400.00 | 209,506.51 | 86.78 | 210,869.26 | 235,300.00 | 235,300.00 | 199,200.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-6120-501 | CAPITAL OUTLAY 95,795.86 | 97,400.00 | 46,800.00 | 46,769.00 | 99.93 | 44,969.00 | 75,000.00 | 75,000.00 | 75,000.00 |
| Please refer to Account #10-6120-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | 95,795.86 | 97,400.00 | 46,800.00 | 46,769.00 | 99.93 | 44,969.00 | 75,000.00 | 75,000.00 | 75,000.00 |
| TOTAL RECREATION | 600,348.41 | 648,500.00 | 674,525.00 | 608,433.55 | 90.20 | 576,888.26 | 773,922.00 | 772,626.00 | 736,526.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
|----------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|

PARKS

SALARIES & BENEFITS

| | | | | | | | | | |
|-------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|
| 10-6130-121 | SALARIES | | | | | | | | |
| | 74,111.29 | 73,200.00 | 78,625.00 | 78,941.36 | 100.40 | 78,625.00 | 82,264.00 | 82,264.00 | 82,264.00 |

FYE 6/30/16 - Department is authorized and funded for 3 full time positions.
 FYE 6/30/17 - Department requests to maintain staffing.
 FYE 6/30/17 - Manager recommends to maintain staffing.
 FYE 6/30/17 - Council approved to maintain staffing.

| | | | | | | | | | |
|-------------|----------|----------|----------|----------|-------|----------|----------|----------|----------|
| 10-6130-122 | OVERTIME | | | | | | | | |
| | 5,592.79 | 4,000.00 | 4,500.00 | 4,111.18 | 91.35 | 4,500.00 | 6,000.00 | 6,000.00 | 6,000.00 |

| | | | | | | | | | |
|-------------|-----------|------|------|------|------|------|------|------|------|
| 10-6130-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | | | | | | | | |
|-------------|-------------------|------|----------|----------|-------|----------|-----------|-----------|-----------|
| 10-6130-126 | PARTTIME SALARIES | | | | | | | | |
| | 0.00 | 0.00 | 5,500.00 | 3,466.98 | 63.03 | 5,500.00 | 11,073.00 | 11,073.00 | 11,073.00 |

FYE 6/30/16 - Department is authorized and funded for 1 part time seasonal position.
 FYE 6/30/17 - Department requests to maintain staffing.
 FYE 6/30/17 - Manager recommends to maintain staffing.
 FYE 6/30/17 - Council approved to maintain staffing.

| | | | | | | | | | |
|-------------|-------------------------|----------|----------|----------|-------|----------|----------|----------|----------|
| 10-6130-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 3,427.48 | 3,850.00 | 4,150.00 | 3,080.50 | 74.22 | 4,150.00 | 4,413.00 | 4,413.00 | 4,413.00 |

| | | | | | | | | | |
|-------------|----------|----------|----------|----------|-------|----------|----------|----------|----------|
| 10-6130-181 | FICA | | | | | | | | |
| | 6,051.79 | 5,900.00 | 7,200.00 | 6,618.84 | 91.92 | 7,200.00 | 7,599.00 | 7,599.00 | 7,599.00 |

| | | | | | | | | | |
|-------------|------------|----------|----------|----------|-------|----------|----------|----------|----------|
| 10-6130-183 | RETIREMENT | | | | | | | | |
| | 5,588.38 | 5,450.00 | 5,875.00 | 5,606.14 | 95.42 | 5,875.00 | 6,399.00 | 6,399.00 | 6,399.00 |

| | | | | | | | | | |
|-------------|-----------------|-----------|-----------|-----------|-------|-----------|-----------|-----------|-----------|
| 10-6130-184 | GROUP INSURANCE | | | | | | | | |
| | 15,691.68 | 15,700.00 | 15,900.00 | 15,754.19 | 99.08 | 15,900.00 | 17,316.00 | 16,668.00 | 16,668.00 |

| | | | | | | | | | |
|-------------|--------------|--------|--------|--------|-------|--------|--------|--------|--------|
| 10-6130-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 650.00 | 250.00 | 149.04 | 59.61 | 250.00 | 250.00 | 250.00 | 250.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-6130-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 1,050.00 | 1,050.00 | 1,050.00 | 1,050.00 | 100.00 | 1,050.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 111,513.41 | 109,800.00 | 123,050.00 | 118,778.23 | 96.52 | 123,050.00 | 136,514.00 | 135,866.00 | 135,866.00 |
| OTHER | | | | | | | | | |
| 10-6130-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 0.00 | 0.00 | 2,000.00 | 1,644.79 | 82.23 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-6130-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 4,643.72 | 5,000.00 | 5,000.00 | 3,934.27 | 78.68 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-6130-212 | UNIFORMS | | | | | | | | |
| | 1,191.27 | 1,850.00 | 2,100.00 | 1,513.26 | 72.06 | 2,100.00 | 2,150.00 | 2,150.00 | 2,150.00 |
| 10-6130-250 | GAS,OIL,TIRES | | | | | | | | |
| | 3,049.55 | 4,000.00 | 4,000.00 | 3,615.87 | 90.39 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 |
| 10-6130-260 | OFFICE SUPPLIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6130-321 | TELEPHONE | | | | | | | | |
| | 278.52 | 300.00 | 300.00 | 232.10 | 77.36 | 300.00 | 300.00 | 300.00 | 300.00 |
| 10-6130-331 | UTILITIES | | | | | | | | |
| | 93,995.96 | 88,875.00 | 95,500.00 | 97,662.59 | 102.26 | 102,000.00 | 95,000.00 | 95,000.00 | 95,000.00 |
| 10-6130-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 4,125.61 | 5,000.00 | 5,000.00 | 4,986.41 | 99.72 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 10-6130-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 5,970.94 | 5,925.00 | 7,900.00 | 7,262.34 | 91.92 | 4,000.00 | 5,900.00 | 5,900.00 | 5,900.00 |
| 10-6130-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 531.30 | 950.00 | 500.00 | 188.30 | 37.66 | 200.00 | 500.00 | 500.00 | 500.00 |
| 10-6130-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 2,400.00 | 339.90 | 14.16 | 2,400.00 | 2,400.00 | 2,400.00 | 2,400.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-6130-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 36,010.73 | 45,600.00 | 52,000.00 | 49,716.72 | 95.60 | 48,500.00 | 48,500.00 | 48,500.00 | 48,500.00 |
| 10-6130-395 | TRAVEL & TRAINING | | | | | | | | |
| | 164.00 | 2,300.00 | 1,000.00 | 40.00 | 4.00 | 400.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 10-6130-410 | LEASE FACILITIES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-6130-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 2,999.51 | 3,000.00 | 3,100.00 | 1,751.64 | 56.50 | 3,100.00 | 4,500.00 | 4,500.00 | 4,500.00 |
| 10-6130-651 | CONTRACTED SERVICES | | | | | | | | |
| | 56.00 | 100.00 | 0.00 | 86.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 153,017.11 | 162,900.00 | 180,800.00 | 172,974.94 | 95.67 | 180,000.00 | 178,250.00 | 178,250.00 | 178,250.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 10-6130-501 | CAPITAL OUTLAY | | | | | | | | |
| | 40,219.12 | 40,950.00 | 40,200.00 | 32,200.00 | 80.09 | 1,000.00 | 300,000.00 | 230,000.00 | 130,000.00 |
| Please refer to Account #10-6130-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 40,219.12 | 40,950.00 | 40,200.00 | 32,200.00 | 80.09 | 1,000.00 | 300,000.00 | 230,000.00 | 130,000.00 |
| TOTAL PARKS | | | | | | | | | |
| | 304,749.64 | 313,650.00 | 344,050.00 | 323,953.17 | 94.15 | 304,050.00 | 614,764.00 | 544,116.00 | 444,116.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------|--------------------------------|-----------|----------------|----------------------|-----------|--------------------|--------------|-------------------|------------------|
| COMMUNITY PROJECTS | | | | | | | | | |
| 10-9050-601 | CHAMBER OF COMMERCE | 391.50 | 400.00 | 400.00 | 391.50 | 97.87 | 400.00 | 400.00 | 400.00 |
| 10-9050-602 | EASTERN CAROLINA COUNCIL/GOVT | 3,235.00 | 3,235.00 | 3,300.00 | 3,293.00 | 99.78 | 3,300.00 | 3,300.00 | 3,300.00 |
| 10-9050-604 | ECONOMIC DEVELOPMENT COUNCIL | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | 100.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| 10-9050-605 | NC LEAGUE OF MUNICIPALITIES | 8,978.00 | 9,050.00 | 10,000.00 | 9,459.00 | 94.59 | 10,000.00 | 10,000.00 | 10,000.00 |
| 10-9050-606 | SCHOOL OF GOVERNMENT | 1,047.00 | 1,050.00 | 1,100.00 | 1,096.00 | 99.63 | 1,100.00 | 1,150.00 | 1,150.00 |
| 10-9050-609 | CARTERET ARTS COUNCIL | 1,800.00 | 1,800.00 | 1,800.00 | 1,800.00 | 100.00 | 1,800.00 | 2,000.00 | 1,800.00 |
| 10-9050-610 | MOREHEAD LITTLE LEAGUE | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-9050-611 | CHRISTMAS PARADE | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 100.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-9050-612 | AMERICAN LEGION BASEBALL (P 46 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 100.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-9050-614 | SEASHORE SOCCER LEAGUE | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| 10-9050-615 | MAIN STREET PROJECT | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 | 100.00 | 35,000.00 | 35,000.00 | 35,000.00 |
| 10-9050-617 | CARTERET SPORTS LEADERSHIP | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9050-618 | M L KING DAY | 1,933.72 | 3,200.00 | 2,900.00 | 2,255.11 | 77.76 | 2,900.00 | 2,900.00 | 2,900.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|--------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 10-9050-619 | BROAD ST. CLINIC | | | | | | | | |
| | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 | 100.00 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 10-9050-620 | CARTERET CO. HISTORICAL SOCIET | | | | | | | | |
| | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 100.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 10-9050-621 | CART. CO. MAYORS' COMM./DISABI | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9050-623 | BABE RUTH BASEBALL | | | | | | | | |
| | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 100.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10-9050-625 | DARE SPONSERSHIP | | | | | | | | |
| | 327.87 | 400.00 | 400.00 | 0.00 | 0.00 | 400.00 | 400.00 | 400.00 | 400.00 |
| 10-9050-626 | CRYSTAL COAST COUNTDOWN | | | | | | | | |
| | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9050-627 | MORE FOR MOREHEAD | | | | | | | | |
| | 0.00 | 1,000.00 | 300.00 | 0.00 | 0.00 | 300.00 | 300.00 | 0.00 | 0.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-------------------------------|-------------------------|----------------------|----------------|----------------------|-----------|--------------------|---------------|-------------------|------------------|
| 10-9050-629 | OTHER PROJECTS | | | | | | | | |
| | 4,700.00 | 6,200.00 | 10,025.00 | 5,700.00 | 56.85 | 10,025.00 | 10,025.00 | 6,327.00 | 6,327.00 |
| | FYE 6/30/2017 | | Requested | | Mgr. Rec. | | Council Appr. | | |
| | NCLM TAF | | \$ 627 | | \$ 627 | | \$ 627 | | |
| | Allies for Cherry Point | | 4,200 | | 4,200 | | 4,200 | | |
| | Carteret Comm. Theatre | | 3,000 | | 1,500 | | 1,500 | | |
| | Total | | \$ 7,827 | | \$ 6,327 | | \$ 6,327 | | |
| TOTAL COMMUNITY PROJ'S | | | | | | | | | |
| | 69,113.09 | 75,835.00 | 78,925.00 | 70,694.61 | 89.57 | 77,925.00 | 78,175.00 | 74,977.00 | 74,977.00 |

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TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

Month Fiscal Year
12 2016

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL GENERAL GOVERNMENT | | | | | | | | | |
| | 2,221,132.57 | 2,417,160.00 | 2,621,155.00 | 2,390,712.81 | 91.20 | 2,528,231.00 | 3,316,070.00 | 3,261,637.00 | 3,283,637.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------|---|-----------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| DEBT SERVICE | | | | | | | | | |
| 10-9100-711 | PRIN-BB&T SHEPARD ST BOAT RAMP | | | | | | | | |
| | 70,000.00 | 70,000.00 | 70,000.00 | 70,000.00 | 100.00 | 70,000.00 | 70,000.00 | 70,000.00 | 70,000.00 |
| | 15 year loan in the amount \$1,050,000 dated 5/12/2010 for purchase of land on Shepard St. with boat ramp. Interest rate renegotiated to 3.39% effective 5/2012. Loan balance as of June 30, 2016 equals \$630,000. | | | | | | | | |
| 10-9100-712 | PRIN-USDA-POLICE ST. | | | | | | | | |
| | 58,322.78 | 58,323.00 | 60,729.00 | 60,728.59 | 99.99 | 60,729.00 | 63,234.00 | 63,234.00 | 63,234.00 |
| | 40 year loan in the amount of \$4,808,000 dated 5/25/2011 for construction of Police St./E911 Center. Interest rate is 4.125%. Loan balance as of June 30, 2016 equals \$4,528,057. | | | | | | | | |
| 10-9100-713 | PRIN.-NC DEPT OF ADMIN | | | | | | | | |
| | 0.00 | 0.00 | 96,227.00 | 0.00 | 0.00 | 96,227.00 | 93,488.00 | 93,488.00 | 93,488.00 |
| | Debt service is dependent upon loan closing for the purchase of Katherine Davis Park and related properties from the NC Department of Administration. | | | | | | | | |
| 10-9100-716 | PRIN-BB&T-2005 STREET IMPROVE. | | | | | | | | |
| | 80,000.00 | 80,000.00 | 80,000.00 | 80,000.00 | 100.00 | 80,000.00 | 80,000.00 | 80,000.00 | 80,000.00 |
| | 15 year loan dated 4/12/2006 in the amount of \$1,200,000 for street and related improvements. Interest rate renegotiated to 2.49% in 5/2012. Loan balance as of June 30, 2016 equals \$400,000. | | | | | | | | |
| 10-9100-717 | PRIN-USDA LOAN-TRAIN DEPOT | | | | | | | | |
| | 9,103.34 | 9,103.00 | 9,478.00 | 9,478.34 | 100.00 | 9,478.00 | 9,870.00 | 9,870.00 | 9,870.00 |
| | 30 year loan dated 7/15/2005 in the amount of \$377,000 for the relocation and renovation of the Train Depot. Interest rate is 4.125%. Loan balance as of June 30, 2016 equals \$297,447. | | | | | | | | |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------|---|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 10-9100-718 | PRIN-CARTERET CO-JIB PAVILLION | | | | | | | | |
| | 81,400.00 | 81,400.00 | 81,400.00 | 81,400.00 | 100.00 | 81,400.00 | 81,400.00 | 81,400.00 | 81,400.00 |
| | 59 month loan dated 6/8/2014 in the amount of \$407,000 for improvements at the "Jib" waterfront access. The loan is interest free. Loan balance as of June 30, 2016 equals \$244,200.00. | | | | | | | | |
| 10-9100-721 | INT-BB&T SHEPARD ST BOAT RAMP | | | | | | | | |
| | 25,509.75 | 25,510.00 | 23,137.00 | 23,136.75 | 99.99 | 23,137.00 | 20,764.00 | 20,764.00 | 20,764.00 |
| 10-9100-722 | INT-USDA-POLICE ST. | | | | | | | | |
| | 191,693.22 | 191,693.00 | 189,287.00 | 189,287.41 | 100.00 | 189,287.00 | 186,783.00 | 186,783.00 | 186,783.00 |
| 10-9100-723 | INT.-NC DEPT. OF ADMIN. | | | | | | | | |
| | 0.00 | 0.00 | 67,724.00 | 0.00 | 0.00 | 78,724.00 | 82,420.00 | 82,420.00 | 82,420.00 |
| 10-9100-726 | INT-BB&T-2005 STREET IMPROVE. | | | | | | | | |
| | 13,446.01 | 13,446.00 | 11,454.00 | 11,454.00 | 100.00 | 11,454.00 | 9,464.00 | 9,464.00 | 9,464.00 |
| 10-9100-727 | INT-USDA LOAN-TRAIN DEPOT | | | | | | | | |
| | 13,035.66 | 13,036.00 | 12,661.00 | 12,660.66 | 99.99 | 12,661.00 | 12,270.00 | 12,270.00 | 12,270.00 |
| TOTAL DEBT SERVICE | | | | | | | | | |
| | 542,510.76 | 542,511.00 | 702,097.00 | 538,145.75 | 76.64 | 713,097.00 | 709,693.00 | 709,693.00 | 709,693.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-----------------------------|--------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| OTHER FINANCING USES | | | | | | | | | |
| 10-9820-028 | TRANSFER TO FIRE SERVICE | | | | | | | | |
| | 1,990,761.00 | 1,990,761.00 | 2,739,050.00 | 2,739,049.92 | 100.00 | 2,736,050.00 | 3,041,921.00 | 3,024,734.00 | 3,024,734.00 |
| 10-9840-041 | TFR TO MOREHEAD MUN. CAMPUS CA | | | | | | | | |
| | 107,500.00 | 340,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9840-049 | TRANSFER TO BASEBALL PARK CPF | | | | | | | | |
| | 0.00 | 0.00 | 13,970.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9840-045 | TFR TO JIB CPF-ACQ/IMPROVE | | | | | | | | |
| | 105,000.00 | 105,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-9842-045 | TFR TO JIB CPF-FEE CREDITS | | | | | | | | |
| | 0.00 | 192,983.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL FINANCING USES | | | | | | | | | |
| | 2,203,261.00 | 2,629,244.00 | 2,753,020.00 | 2,739,049.92 | 99.49 | 2,736,050.00 | 3,041,921.00 | 3,024,734.00 | 3,024,734.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved | | |
|------------------------------------|-------------------------------|---------------|----------------|----------------------|-------------|--------------------|---------------|-------------------|------------------|-------------|-------------|
| REIMBURSEMENTS(CONTRA) | | | | | | | | | | | |
| 10-4201-028 | REIM FROM FIRE-OVERHEAD | | -114,000.00 | -114,000.00 | -186,000.00 | -186,000.00 | 100.00 | -186,000.00 | -249,600.00 | -249,600.00 | -249,600.00 |
| 10-4201-061 | REIM FROM W/S-OVERHEAD | | -438,000.00 | -438,000.00 | -412,800.00 | -412,800.00 | 100.00 | -412,800.00 | -493,200.00 | -493,200.00 | -493,200.00 |
| 10-4201-062 | REIM FROM SOLID WSTE-OVERHEAD | | -79,200.00 | -79,200.00 | -87,600.00 | -87,600.00 | 100.00 | -87,600.00 | -84,000.00 | -84,000.00 | -84,000.00 |
| 10-4205-061 | REIMB DIRECT WATER/SEWER | | -13,724.11 | -12,000.00 | -12,000.00 | -5,583.25 | 46.52 | -5,000.00 | -5,000.00 | -5,000.00 | -5,000.00 |
| 10-4510-061 | DO NOT USE REIMB-W/S DIRECT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL REIMBURSEMENTS | | | | | | | | | | | |
| | -644,924.11 | -643,200.00 | -698,400.00 | -691,983.25 | 99.08 | -691,400.00 | -831,800.00 | -831,800.00 | -831,800.00 | | |
| 10-9910-991 | CONTINGENCY | | 0.00 | 100,310.00 | 54,048.00 | 0.00 | 0.00 | 150,000.00 | 290,705.00 | 290,705.00 | 150,000.00 |
| TOTAL GENERAL FUND EXPEND'S | | | | | | | | | | | |
| | 10,314,879.59 | 11,645,395.00 | 11,956,121.00 | 10,803,540.35 | 90.35 | 11,713,730.68 | 13,742,505.00 | 13,526,326.00 | 13,409,521.00 | | |

Morehead City Fire/EMS



2016-2017 Budget Request

The Morehead City Fire/EMS Department began in 1906 and will celebrate its 110th Anniversary this year. The past 110 years have been filled with progress and change. In 1906 it was an all-volunteer department that only provided fire suppression services using some hand pumps and horse drawn wagons. Today we are a state-of-the-art Fire/EMS agency with three (3) stations, three (3) 1,500 gallon per minute pumpers, one (1) ladder truck, and two (2) advanced life support (ALS) ambulances serving the district 24 hours a day, with a third unit providing coverage 12 hours a day and other peak times as needed. We now have 45 full-time employees that provide the following services:

- Fire suppression
- EMS Paramedic level transport
- Rescue of trapped victims
- Wildland fire suppression
- Hazardous material response and other emergency services.
- Fire code enforcement
- Fire investigations
- Support Morehead City Police and Carteret County Sheriff's Department Tactical Response Unit.

We also provide non-emergent services such as car seat installations, fire extinguisher classes, fire prevention programs, and smoke detector installation. For the past three (3) years the department has held a car wash to raise money to support the Christmas Angel Program; a community outreach program that helps needy families during the Christmas season.

In 2001, Morehead City Fire Department merged with Morehead City EMS. This merger significantly increased call volume and responsibilities. In October 2014, after many years of negotiating, Morehead City Fire/EMS merged with the Wildwood Fire Department. This merger brought nine (9) new employees to the department and approximately 700 additional calls for service each year. The MCFD staff now responds to over 4,200 calls per year and protects the following areas: Morehead City, Mitchell Village Crab Point, and Wildwood Fire District. These coverage areas have approximately 28,000 full-time residents and 46,000+ people in the area at any given time during peak vacation season.

In October 2015 we went through an Insurance Service Office (ISO) re-grade. All the hard work by staff and the support of City Council and the City Manager paid off with our new ISO rating of 3/4. The City dropped from 5 to 3 and the non-hydranted areas in the county dropped from 9 to 4, which is a huge decrease.

Our city has grown from a small fishing community to a City that now has, four-lane highways (HWY 70 & HWY 24), high rise buildings, motels, state port, three (3) nursing home facilities, and a fourth being built. We also have a large commercial district that continues to grow, especially on the west end of the City. There has been substantial residential growth throughout

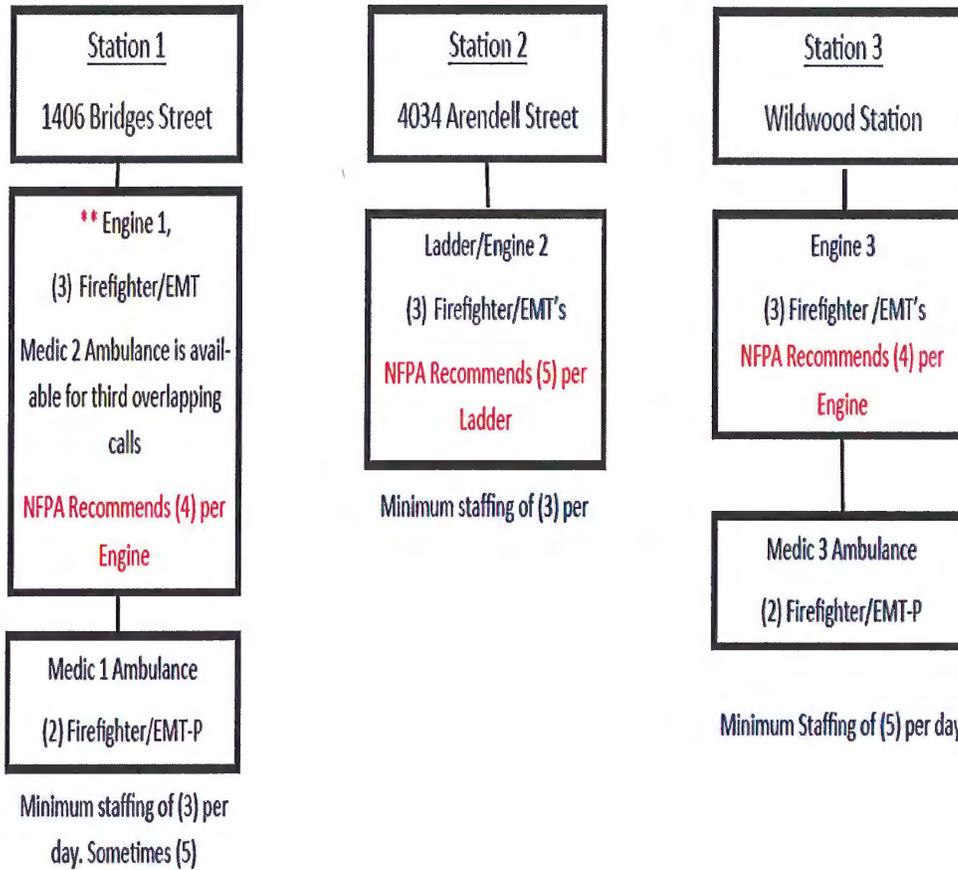
our district over the past ten years, including two (2) large housing developments, which continue to grow, and numerous two and three story apartment buildings. All of this growth is good for the Department; however, it does mean that service requests increase for the Department.

For the 2016-2017 budget request the Department is requesting only a slight increase in some line items. Our largest request is three (3) additional Firefighter/Paramedic positions. One of the greatest challenges this year for our Department has been maintaining minimum staffing levels. Full staffing for a shift is 13 Firefighter/EMTs, maintaining 13 per shift is difficult and supervisors make every effort to backfill open positions with part-time staff; however, that is not always possible. This difficulty is due to the fact that nearly all of our part-time staff have other full-time fire/EMS jobs. This is further complicated by the fact that part-time staff is limited to 1,000 hours of work per calendar year.

The flow chart on the next page represents our current staffing layout.

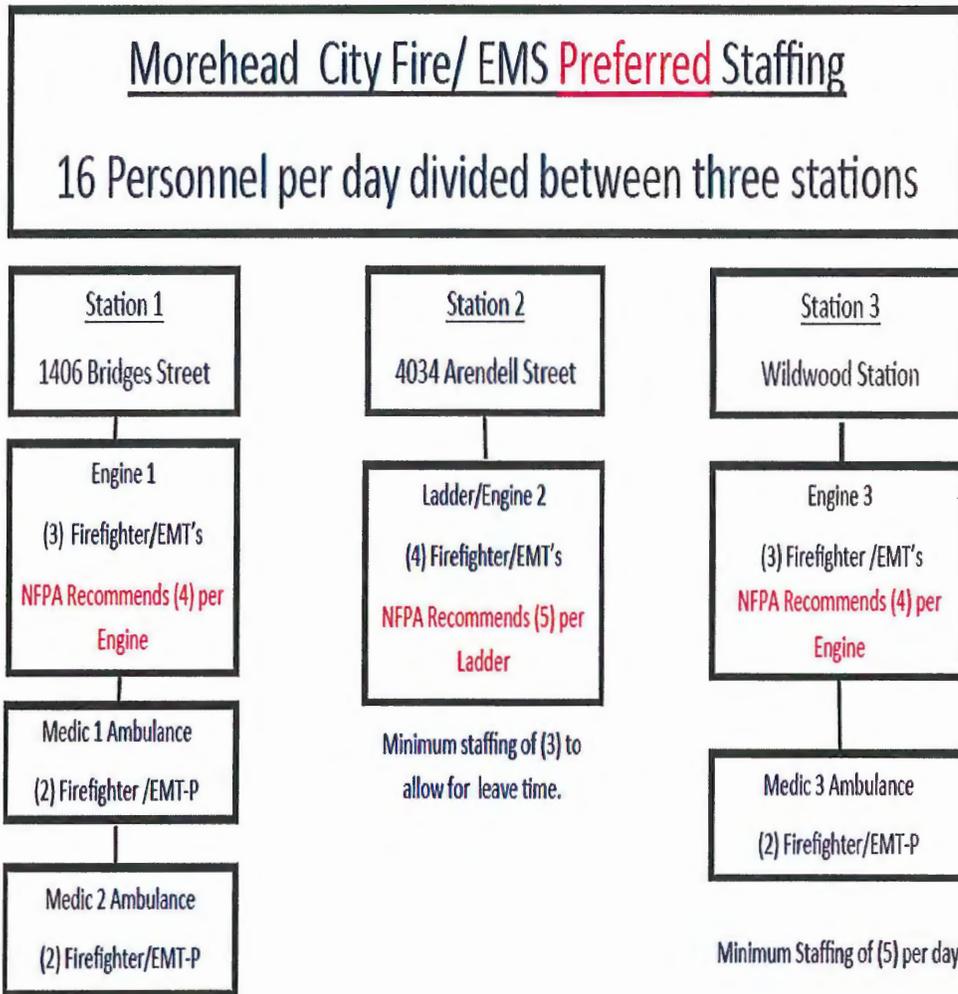
Morehead City Fire/ EMS Daily Staffing 2016

13 Personnel per day divided between three stations



** In the event that no personnel are utilizing leave time, full staffing is (13). This results with staffing Engine 1, with three people. Full staffing allows two people to drop off the Engine and respond with the ambulance on overlapping calls. On numerous occasions, Station 1 has minimal staffing of three. This equates to Engine 1 responding in most cases with one person (driver only). Shift supervisors make every attempt to fill the void, however this results in a huge burden on the part-time budget. Therefore during a majority of shifts, part-time staffing is required to provide Medic 2 service. Due to demands on the part-time budget, part-time staffing is normally restricted to 12 hours per shift. **When part-time staffing cannot be found or a full-time employee has to leave un-expectedly, Medic 2 is not able to respond.**

The preferred staffing for the MCFD would allow staff to take leave time and keep equipment staffed at adequate levels. Shown below is a preferred staffing layout.

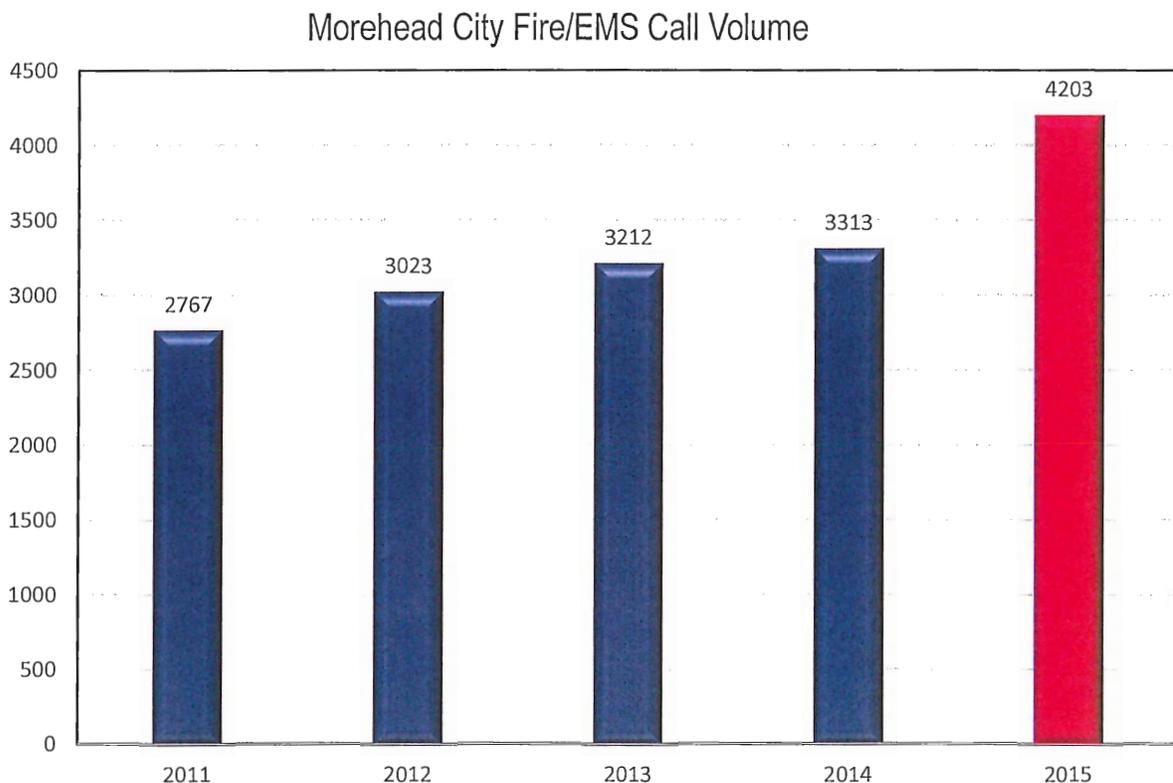


Minimum staffing of (5) to allow for leave time.

Utilizing this staffing model, it allows for all stations to be covered, meeting an acceptable national standard. When MCFD reaches a staffing level of 16 per day, this would allow some options for staff to utilize leave time. An example would be, if one person is using leave time, the ladder truck would reduce staff to three (3), thus using the position where needed throughout the city. If two people are using leave time, the second position could be covered with part-time staffing during peak call volume hours of 7am-7pm. This would allow the third ambulance to stay in operation.

When shifts are not fully staffed, the third ambulance is taken out of service and Engine 1 is forced to respond with only one (1) or two (2) firefighters. The number of times that a third ambulance is needed, is increasing as the City continues to grow. In 2015 the Morehead City Fire Department documented 1,901 times that calls for service overlapped each other. In other words there were times when two (2) to six (6) calls for service were going on simultaneously, thus exhausting the resources provided by the Department. This large call volume and overlapping of calls for service further demonstrates the need to have appropriate staffing.

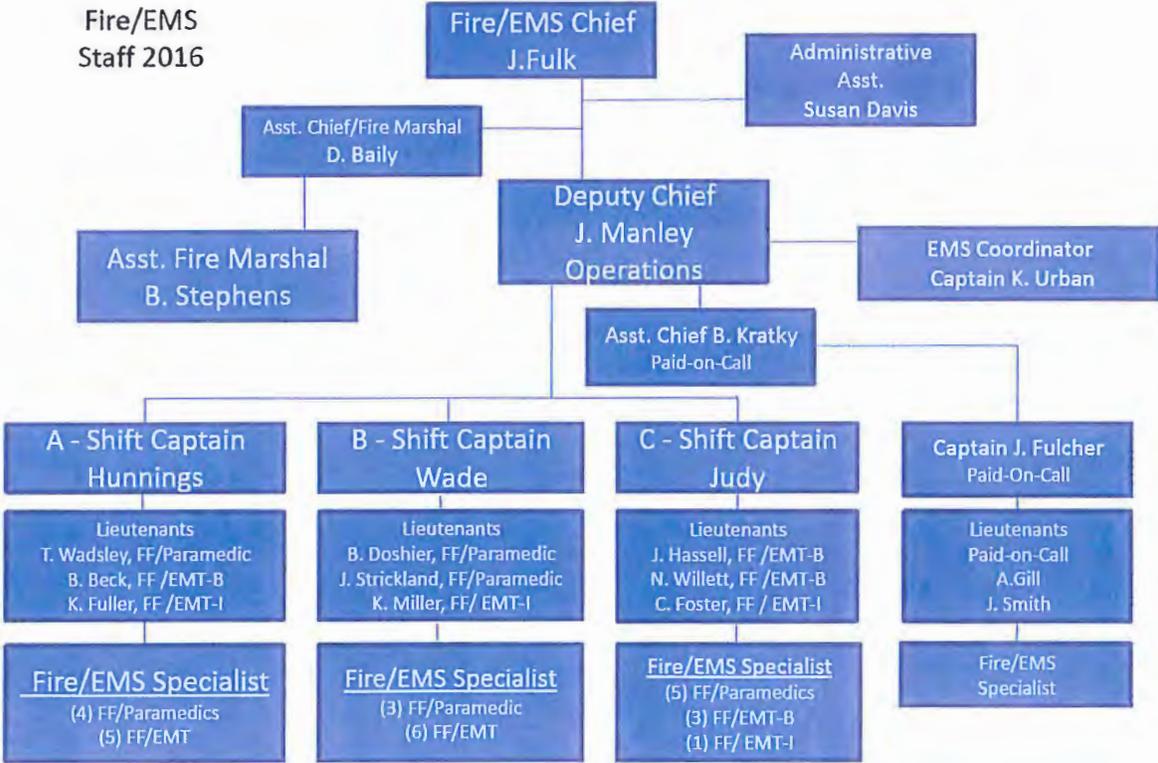
Below is a graph demonstrating the increase in call volume over the past five years. The large increase in 2015 is the result of the merger with Wildwood Fire Department; this merger accounted for approximately 700 additional calls for service annually.



The overall goal of the department is to come in line with the National Fire Protection Association (NFPA 1710). NFPA 1710 recommends four (4) Firefighters per engine and five (5) Firefighters per ladder. The MCFD is **not** requesting staffing levels to meet NFPA 1710, but requesting to meet the nationally accepted standard of three (3) Firefighters per engine and four (4) Firefighters per ladder. This would be a total of ten (10) firefighters per shift, staffing two (2) engines and one (1) ladder. An additional six (6) Firefighter/EMTs would staff three (3) ambulances per day, when leave is not being utilized. The Morehead City Fire Department realizes that it will take numerous budget cycles to become compliant with nationally recognized

standards. For this reason the Department is only requesting three (3) positions in the 2016-2017 budget; this equates to one (1) full-time position per shift.

2016 Fire/EMS Organizational Chart



TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|--------------------------------|--------------------------------------|----------------------|----------------|-----------------|------------|-----------------------|---------------------|------------------|
| FIRE/EMS SERVICE FUND REVENUES | | | | | | | | |
| RESTRICTED INTERGOVT | | | | | | | | |
| 28-3100-310 | AD VALOREM TAX | -324.28 | 0.00 | 0.00 | -66.22 | 0.00 | 0.00 | 0.00 |
| 28-3301-231 | FEMA REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-3434-231 | FEMA GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-3434-239 | HOMELAND SECURITY GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-3434-330 | CARTERET COUNTY EQUIPMENT GRANT | 208,000.00 | 208,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL RESTRICTED GOVT | | 207,675.72 | 208,000.00 | 0.00 | -66.22 | 0.00 | 0.00 | 0.00 |
| FEES | | | | | | | | |
| 28-3434-410 | FIRE FEES-PLAN REVIEWS | 2,425.00 | 1,000.00 | 2,500.00 | 3,975.00 | 159.00 | 2,500.00 | 2,500.00 |
| 28-3434-411 | FIRE FEES-CONSTRUCTION PERMITS | 600.00 | 500.00 | 750.00 | 800.00 | 106.66 | 750.00 | 750.00 |
| 28-3434-412 | FIRE FEES-OPERATIONAL PERMITS | 600.00 | 600.00 | 500.00 | 525.00 | 105.00 | 200.00 | 200.00 |
| 28-3434-490 | CRAB PT DIST CHGS FOR SVCS-FIRE/EMS | 500,000.01 | 500,000.00 | 500,000.00 | 500,000.04 | 100.00 | 500,000.00 | 500,000.00 |
| 28-3434-491 | WILDWOOD DIST CHGS FOR SVCS-FIRE/EMS | 436,500.00 | 436,500.00 | 582,000.00 | 582,000.00 | 100.00 | 582,000.00 | 582,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|------------------------------|------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 28-3437-410 | AMBULANCE FEES | | | | | | | |
| | 510,446.53 | 534,900.00 | 460,000.00 | 537,456.64 | 116.83 | 460,000.00 | 485,000.00 | 485,000.00 |
| 28-3437-421 | MEDICAID REIMBURSEMENT | | | | | | | |
| | 49,461.00 | 34,000.00 | 50,000.00 | 92,135.00 | 184.27 | 0.00 | 50,000.00 | 50,000.00 |
| TOTAL FEES | | | | | | | | |
| | 1,500,032.54 | 1,507,500.00 | 1,595,750.00 | 1,716,891.68 | 107.59 | 1,545,450.00 | 1,620,450.00 | 1,620,450.00 |
| INVESTMENT EARNINGS | | | | | | | | |
| 28-3831-491 | INTEREST EARNINGS | | | | | | | |
| | 676.61 | 500.00 | 500.00 | 1,429.35 | 285.87 | 1,500.00 | 1,500.00 | 1,500.00 |
| TOTAL INVEST EARNINGS | | | | | | | | |
| | 676.61 | 500.00 | 500.00 | 1,429.35 | 285.87 | 1,500.00 | 1,500.00 | 1,500.00 |
| MISCELLANEOUS REVENUE | | | | | | | | |
| 28-3833-840 | DONATIONS | | | | | | | |
| | 7,264.48 | 2,500.00 | 5,500.00 | 1,000.00 | 18.18 | 2,000.00 | 1,000.00 | 1,000.00 |
| 28-3833-849 | FIRE/EMS SPEC. PROJ. REVENUE | | | | | | | |
| | 0.00 | 0.00 | 19,375.00 | 22,109.28 | 114.11 | 16,000.00 | 3,000.00 | 3,000.00 |
| 28-3835-820 | SALE OF SURPLUS PROPERTY | | | | | | | |
| | 0.00 | 3,000.00 | 98,500.00 | 68,680.00 | 69.72 | 68,679.00 | 1,000.00 | 1,000.00 |
| 28-3839-850 | INSURANCE REIM/REFUNDS | | | | | | | |
| | 4,000.97 | 1,675.00 | 0.00 | 19,585.43 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-3839-890 | MISCELLANEOUS | | | | | | | |
| | 432.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-3839-891 | MISC. REVENUE-BAD CHECK FEES | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved | | | | | | | | | |
|--|----------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|-------------|-----------|---------------|-------------------------------|--|--|--|-----------|-----------|
| TOTAL MISCELLANEOUS | | | | | | | | | | | | | | | | | |
| | 11,697.72 | 7,175.00 | 123,375.00 | 111,374.71 | 90.27 | 86,679.00 | 5,000.00 | 5,000.00 | | | | | | | | | |
| OTHER FINANCING SOURCES | | | | | | | | | | | | | | | | | |
| 28-3981-010 | TRANSFER FROM GENERAL FUND | | | | | | | | | | | | | | | | |
| | 1,990,761.00 | 1,990,761.00 | 2,739,050.00 | 2,739,049.92 | 100.00 | 2,739,050.00 | 3,024,734.00 | 3,024,734.00 | | | | | | | | | |
| 28-3991-991 | APPROPRIATED FUND BALANCE | | | | | | | | | | | | | | | | |
| | 0.00 | 256,539.00 | 340,000.00 | 0.00 | 0.00 | 14,000.00 | 14,000.00 | 14,000.00 | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">FYE 6/30/17</td> <td style="width: 25%;">Mgr. Rec.</td> <td style="width: 25%;">Council Appr.</td> </tr> <tr> <td colspan="3">From Unassigned Fund Balance:</td> </tr> <tr> <td>Portion of Fire & EMS Anniversary Yearbook</td> <td>\$ 14,000</td> <td>\$ 14,000</td> </tr> </table> | | | | | | | | | FYE 6/30/17 | Mgr. Rec. | Council Appr. | From Unassigned Fund Balance: | | | Portion of Fire & EMS Anniversary Yearbook | \$ 14,000 | \$ 14,000 |
| FYE 6/30/17 | Mgr. Rec. | Council Appr. | | | | | | | | | | | | | | | |
| From Unassigned Fund Balance: | | | | | | | | | | | | | | | | | |
| Portion of Fire & EMS Anniversary Yearbook | \$ 14,000 | \$ 14,000 | | | | | | | | | | | | | | | |
| TOTAL FINANCING SOURCES | | | | | | | | | | | | | | | | | |
| | 1,990,761.00 | 2,247,300.00 | 3,079,050.00 | 2,739,049.92 | 88.95 | 2,753,050.00 | 3,038,734.00 | 3,038,734.00 | | | | | | | | | |
| TOTAL FIRE/EMS REVENUES | | | | | | | | | | | | | | | | | |
| | 3,710,843.59 | 3,970,475.00 | 4,798,675.00 | 4,568,679.44 | 95.20 | 4,386,679.00 | 4,665,684.00 | 4,665,684.00 | | | | | | | | | |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|---|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| FIRE/EMS SERVICE FUND EXPENDITURES | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 28-4340-121 | SALARIES-FIRE/EMS | | | | | | | | |
| | 1,740,440.63 | 1,770,300.00 | 2,135,700.00 | 2,067,271.05 | 96.79 | 2,135,700.00 | 2,368,663.00 | 2,320,579.00 | 2,320,579.00 |
| | <p>FYE 6/30/16 - Department is authorized and funded for 45 full time positions. FYE 6/30/17 - Department requests funding for 3 additional full time positions beginning 7/1/2016. FYE 6/30/17 - Manager recommends funding 3 additional full time positions beginning 11/1/2016. FYE 6/30/17 - Council approved funding 3 additional full time positions beginning 11/1/2016.</p> | | | | | | | | |
| 28-4340-122 | OVERTIME-FIRE | | | | | | | | |
| | 84,326.09 | 113,525.00 | 141,500.00 | 113,426.93 | 80.16 | 141,500.00 | 130,000.00 | 130,000.00 | 130,000.00 |
| 28-4340-125 | ALLOWANCE | | | | | | | | |
| | 14,760.00 | 15,050.00 | 10,550.00 | 10,960.00 | 103.88 | 10,550.00 | 5,640.00 | 5,520.00 | 5,520.00 |
| 28-4340-126 | PARTTIME SALARIES | | | | | | | | |
| | 98,932.78 | 124,450.00 | 154,000.00 | 122,291.15 | 79.40 | 154,000.00 | 87,000.00 | 102,916.00 | 102,916.00 |
| | <p>The department uses a "pool" of (PRN) employees who work as needed to fill in for the full-time 24 hour shift personnel when they take leave.</p> <p>FYE 6/30/17 - Department request to reduce Part time salaries beginning 7/1/2016 dependent upon the approval of 3 additional full time positions.</p> <p>FYE 6/30/17 - Manager recommends to reduce Part time salaries beginning 11/1/2016 dependent upon the approval of 3 additional full time positions.</p> <p>FYE 6/30/17 - Council approved to reduce Part time salaries beginning 11/1/2016 dependent upon the approval of 3 additional full time positions.</p> | | | | | | | | |
| 28-4340-128 | HOLIDAY PAY | | | | | | | | |
| | 68,268.51 | 72,050.00 | 83,750.00 | 83,590.29 | 99.80 | 83,750.00 | 0.00 | 92,299.00 | 92,299.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 28-4340-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 81,802.78 | 98,250.00 | 118,050.00 | 106,175.29 | 89.94 | 118,050.00 | 129,604.00 | 127,144.00 | 127,144.00 |
| 28-4340-181 | FICA | | | | | | | | |
| | 147,210.58 | 161,750.00 | 193,200.00 | 179,423.72 | 92.86 | 193,200.00 | 205,381.00 | 202,826.00 | 202,826.00 |
| 28-4340-182 | FICA DISABILITY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-4340-183 | RETIREMENT | | | | | | | | |
| | 131,580.02 | 138,950.00 | 166,925.00 | 151,052.46 | 90.49 | 166,925.00 | 187,926.00 | 184,359.00 | 184,359.00 |
| 28-4340-184 | GROUP INSURANCE | | | | | | | | |
| | 209,842.77 | 220,400.00 | 238,200.00 | 231,951.99 | 97.37 | 238,200.00 | 277,056.00 | 261,132.00 | 261,132.00 |
| 28-4340-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 175.00 | 6,375.00 | 5,123.52 | 80.36 | 6,375.00 | 4,350.00 | 4,350.00 | 4,350.00 |
| 28-4340-186 | WORKERS COMPENSATION | | | | | | | | |
| | 69,973.29 | 75,050.00 | 118,000.00 | 117,719.50 | 99.76 | 118,000.00 | 123,862.00 | 123,862.00 | 123,862.00 |
| 28-4340-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 29,574.00 | 29,600.00 | 26,550.00 | 25,038.00 | 94.30 | 26,550.00 | 29,400.00 | 29,400.00 | 29,400.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 2,676,711.45 | 2,819,550.00 | 3,392,800.00 | 3,214,023.90 | 94.73 | 3,392,800.00 | 3,548,882.00 | 3,584,387.00 | 3,584,387.00 |
| OTHER | | | | | | | | | |
| 28-4340-191 | AUDIT | | | | | | | | |
| | 4,450.00 | 4,450.00 | 6,375.00 | 6,160.00 | 96.62 | 6,160.00 | 6,975.00 | 6,975.00 | 6,975.00 |
| 28-4340-192 | LEGAL SERVICES | | | | | | | | |
| | 1,289.13 | 2,000.00 | 2,000.00 | 1,014.40 | 50.72 | 1,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 28-4340-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 5,928.83 | 7,500.00 | 7,500.00 | 4,709.22 | 62.78 | 7,500.00 | 7,500.00 | 7,500.00 | 7,500.00 |
| 28-4340-202 | DEPT SUPPLIES-PROTECTIVE GEAR | | | | | | | | |
| | 24,620.38 | 25,000.00 | 25,000.00 | 21,909.00 | 87.63 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|---------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 28-4340-211 | JANITORIAL SUPPLIES | | | | | | | | |
| | 4,513.73 | 5,000.00 | 5,000.00 | 4,733.71 | 94.67 | 5,000.00 | 5,200.00 | 5,200.00 | 5,200.00 |
| 28-4340-212 | UNIFORMS | | | | | | | | |
| | 32,427.09 | 34,100.00 | 44,600.00 | 42,851.97 | 96.08 | 44,600.00 | 36,000.00 | 36,000.00 | 36,000.00 |
| 28-4340-239 | MEDICAL SUPPLIES & DRUGS | | | | | | | | |
| | 40,225.76 | 42,225.00 | 51,000.00 | 49,816.97 | 97.68 | 51,000.00 | 56,100.00 | 56,100.00 | 56,100.00 |
| 28-4340-250 | GAS,OIL,TIRES | | | | | | | | |
| | 55,798.55 | 60,500.00 | 51,000.00 | 43,967.98 | 86.21 | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| 28-4340-260 | OFFICE SUPPLIES | | | | | | | | |
| | 5,090.14 | 7,500.00 | 7,500.00 | 4,416.49 | 58.88 | 7,500.00 | 7,500.00 | 7,500.00 | 7,500.00 |
| 28-4340-298 | FIRE/EMS SPECIAL PROGRAMS | | | | | | | | |
| | 5,112.23 | 6,000.00 | 23,875.00 | 17,281.92 | 72.38 | 14,400.00 | 12,700.00 | 12,700.00 | 12,700.00 |
| 28-4340-299 | SAFETY PROGRAM SUPPLIES | | | | | | | | |
| | 256.70 | 3,000.00 | 18,500.00 | 16,811.00 | 90.87 | 18,000.00 | 19,360.00 | 19,360.00 | 19,360.00 |
| 28-4340-311 | TRAVEL REIMBURSEMENT | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-4340-321 | TELEPHONE | | | | | | | | |
| | 6,118.19 | 8,200.00 | 8,200.00 | 5,432.50 | 66.25 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 |
| 28-4340-331 | UTILITIES | | | | | | | | |
| | 53,356.94 | 56,000.00 | 57,000.00 | 53,359.63 | 93.61 | 57,000.00 | 57,000.00 | 57,000.00 | 57,000.00 |
| 28-4340-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 46,029.07 | 47,275.00 | 64,000.00 | 54,424.50 | 85.03 | 56,000.00 | 32,000.00 | 32,000.00 | 32,000.00 |
| 28-4340-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 27,634.26 | 38,575.00 | 38,000.00 | 34,296.91 | 90.25 | 38,000.00 | 38,000.00 | 38,000.00 | 38,000.00 |
| 28-4340-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 27,335.64 | 34,425.00 | 44,000.00 | 32,614.60 | 74.12 | 35,000.00 | 36,200.00 | 36,200.00 | 36,200.00 |
| 28-4340-370 | ADV/PUBLIC RELATIONS | | | | | | | | |
| | 3,553.08 | 4,000.00 | 15,500.00 | 4,242.67 | 27.37 | 15,500.00 | 4,000.00 | 4,000.00 | 4,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-----------------------|--------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 28-4340-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 32,890.14 | 39,800.00 | 16,800.00 | 11,390.41 | 67.80 | 16,800.00 | 17,300.00 | 17,300.00 | 17,300.00 |
| 28-4340-391 | LEGAL ADVERTISING | | | | | | | | |
| | 743.35 | 1,000.00 | 1,000.00 | 244.88 | 24.48 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 28-4340-395 | TRAVEL & TRAINING | | | | | | | | |
| | 24,521.37 | 26,550.00 | 26,550.00 | 24,961.86 | 94.01 | 26,550.00 | 26,550.00 | 26,550.00 | 26,550.00 |
| 28-4340-410 | LEASES | | | | | | | | |
| | 3,606.00 | 15,000.00 | 2,000.00 | 0.00 | 0.00 | 1,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 28-4340-450 | INSURANCE | | | | | | | | |
| | 61,530.00 | 63,300.00 | 67,500.00 | 63,966.00 | 94.76 | 64,000.00 | 67,500.00 | 67,500.00 | 67,500.00 |
| 28-4340-451 | INSURANCE-RESERVE/CLAIMS | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-4340-485 | REIM GENERAL FUND-INDIRECT CST | | | | | | | | |
| | 114,000.00 | 114,000.00 | 186,000.00 | 186,000.00 | 100.00 | 186,000.00 | 249,600.00 | 249,600.00 | 249,600.00 |
| 28-4340-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 15,863.59 | 15,550.00 | 17,700.00 | 15,363.36 | 86.79 | 17,700.00 | 17,700.00 | 17,700.00 | 17,700.00 |
| 28-4340-651 | CONTRACTED SERVICES | | | | | | | | |
| | 50,929.60 | 57,850.00 | 54,000.00 | 58,310.66 | 107.98 | 54,000.00 | 54,000.00 | 54,000.00 | 54,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 647,823.77 | 718,800.00 | 840,600.00 | 758,280.64 | 90.20 | 806,710.00 | 839,185.00 | 839,185.00 | 839,185.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 28-4340-641 | FEMA GRANT | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-4340-501 | CAPITAL OUTLAY | | | | | | | | |
| | 145,220.24 | 269,475.00 | 359,500.00 | 299,289.12 | 83.25 | 245,000.00 | 35,000.00 | 35,000.00 | 35,000.00 |

Please refer to Account #28-4340-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------|-------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 145,220.24 | 269,475.00 | 359,500.00 | 299,289.12 | 83.25 | 245,000.00 | 35,000.00 | 35,000.00 | 35,000.00 |
| TOTAL FIRE/EMS OPERATING | | | | | | | | | |
| | 3,469,755.46 | 3,807,825.00 | 4,592,900.00 | 4,271,593.66 | 93.00 | 4,444,510.00 | 4,423,067.00 | 4,458,572.00 | 4,458,572.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

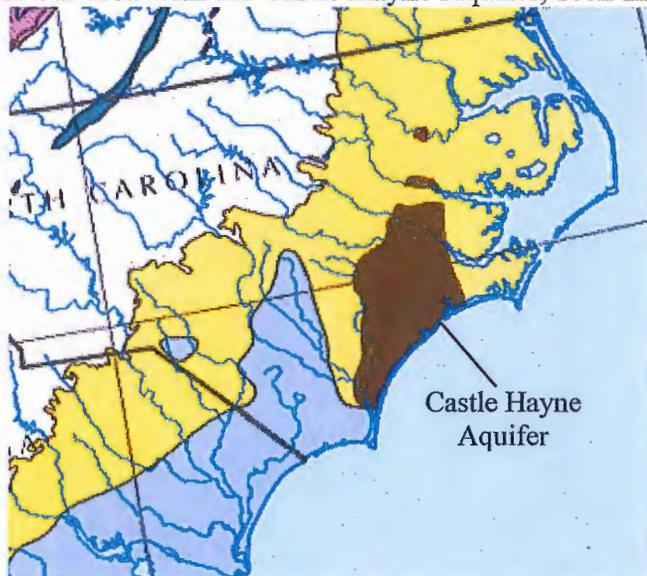
| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|------------------------------------|--------------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| DEBT SERVICE-FIRE/EMS | | | | | | | | | |
| 28-9100-715 | PRIN-FIRE/EMS ST. #2 REPLACEME | | | | | | | | |
| | 25,209.69 | 25,210.00 | 26,155.00 | 26,155.06 | 100.00 | 26,155.00 | 27,136.00 | 27,136.00 | 27,136.00 |
| 28-9100-725 | INTEREST-FIRE/EMS ST #2 REPLAC | | | | | | | | |
| | 76,901.31 | 76,901.00 | 75,956.00 | 75,955.94 | 99.99 | 75,956.00 | 74,976.00 | 74,976.00 | 74,976.00 |
| TOTAL DEBT SERVICE | | | | | | | | | |
| | 102,111.00 | 102,111.00 | 102,111.00 | 102,111.00 | 100.00 | 102,111.00 | 102,112.00 | 102,112.00 | 102,112.00 |
| 28-9840-044 | TRANSFER TO FIRE/EMS ST.#2 REP | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28-9910-991 | CONTINGENCY | | | | | | | | |
| | 0.00 | 60,539.00 | 103,664.00 | 0.00 | 0.00 | 0.00 | 132,692.00 | 105,000.00 | 105,000.00 |
| TOTAL FIRE/EMS EXPENDITURES | | | | | | | | | |
| | 3,571,866.46 | 3,970,475.00 | 4,798,675.00 | 4,373,704.66 | 91.14 | 4,546,621.00 | 4,657,871.00 | 4,665,684.00 | 4,665,684.00 |

CHAPTER 1 – WELLS:

Have you ever stopped to consider the journey that your tap water takes from start to finish? The processes involved in supplying your home or business with safe, clean, high quality drinking water is a fascinating and long journey that many of us take for granted. We are going to take a trip from the Castle Hayne Aquifer to the Town of Morehead City Waste Water Treatment Plant to chronicle the Life Cycle of Water in Morehead City.

The journey of ordinary tap water begins in our area with the Castle Hayne Aquifer, seen in this image as the dark brown highlighted area.

An aquifer is a formation, group of formations, or part of a formation that contains sufficient saturated, permeable material to yield significant quantities of water to wells and springs. The Town of Morehead City has five (5) total wells, four (4) of which are pumping water from the Castle Hayne Aquifer daily. The Town pumps on average 1,191,000 gallons of water a day; which is approximately 443,920,000 gallons of water a year; that is a lot of water! The water pumped from the aquifer is used by several service connections. The following is a breakdown of the connections: residential 4624, commercial 1080, irrigation 265 and industrial four (4), for approximately 6,000 connections. Not all connection types are listed in the above breakdown and with each new business, subdivision and home built, the system increases requiring additional monitoring and servicing.



Map showing location of Castle Hayne Aquifer



Inside of Water Treatment Plant on Country Club Road

Once the water has been pumped from the aquifer it travels to one of three (3) state of the art Water Treatment Plants. Each one of the Water Treatment Plants the Town operates can pump 700 gallons of water per minute or 12 gallons of water per second. Your average kitchen faucet uses around two and a half (2.5) gallons per minute. In other words it would take your kitchen faucet running for four and a half (4.5) hours to equal what the Water Treatment Plant pumps in one (1) minute. That is not the only thing that happens at the Water Treatment Plant.

Pumping the water from the aquifer is only half of the story that unfolds at the Water Treatment Plant. Once the water is pumped it travels through two [2] different types of filters. The first filter is an Anion Exchange Filter this filter has 47 cubic feet of media. Media is a filtering substance, such as filter paper, or in this case small round pellets that look like the individual orbs used to make Styrofoam. These small round unassuming orbs are responsible for ridding the “raw” water pumped from the aquifer, of all sorts of contaminants and minerals. The next step in making satisfying drinking water is to have it go through a filter called an Ion Exchange Filter. This is the filter that pulls the hardness out of the water and makes it “soft”. The Town uses 1,200 tons of salt in the Ion Exchange Process to produce a more refreshing and palatable product for the residents of Morehead City.

The Town employs two (2) people who work tirelessly to ensure that the water in Morehead City meets and exceeds every requirement set forth by the State of North Carolina. The employees of the Water Treatment Plant conduct more than 40 water sample tests daily to ensure water quality remains high. These dedicated Town employees also conduct a yearly Lead and Copper test to make sure that these contaminants are not found in drinking water. You can learn more about the quality of your drinking water by obtaining a copy of the Town’s 2015 Water Quality Report, available on our website at www.moreheadcitync.org or at City Hall, located at 706 Arendell Street, Morehead City, NC 28557.

Once the water undergoes the treatment process and leaves the Water Treatment Plant it will embark on the next phase of its journey by entering one of 80 miles of water lines coming to a tap near you.

Welcome to the second part of our journey through the Life Cycle of Morehead City’s Water. Now we are in one of 80 miles of water lines that crisscross and wind their way right to your kitchen faucet. If you were to put all of the water lines in Morehead City end to end they would stop in Carolina Beach!

The pipes in our distribution system range in size from ¾” residential lines to 24” water mains. A ¾” water line is roughly the diameter of a garden hose, a 24” water line is about the size of a large pizza from Luigi’s Restaurant. Some of these lines have been in service since the 1950’s. This is a testament to the dedication of the Town’s employees in maintaining and repairing the distribution infrastructure. It is required by the State of North Carolina that the Town inspect at least ten (10) percent of the Town’s water lines, or eight (8) miles, or roughly the distance between Morehead City and Newport.

A half billion gallons of water is a lot to keep track of, which is why we “meter” each active address. The meters that we use are electronic self-reading meters that have been in service since 2009. Each meter is equipped with a Meter Transmission Unit or MTU that sends the reading to a Data Collection Unit or DCU, the DCU then sends all of the meter readings to a server located in a City Hall. This happens twice a day, generally once in the morning and once in the evening. Each address in Morehead City has a meter and we have over 6,000 metered connections. Before Automatic Meter Reading technology was developed, two (2) service technicians walked and lifted each meter lid to read each and every meter! Now what used to take weeks takes minutes. With the increased efficiency we have implemented new customer service practices that include advanced leak detection, and more accurate usage data. The illustration below is similar to what one of the Town’s qualified Customer Service Representatives will see when they look at the usage for a particular address. Each bar in the graph represents one day of usage, the number above each bar represents the water used in gallons, appears that this customer fixed a leak! This is just one example of how the Automatic Meter Reading (AMR) system works.

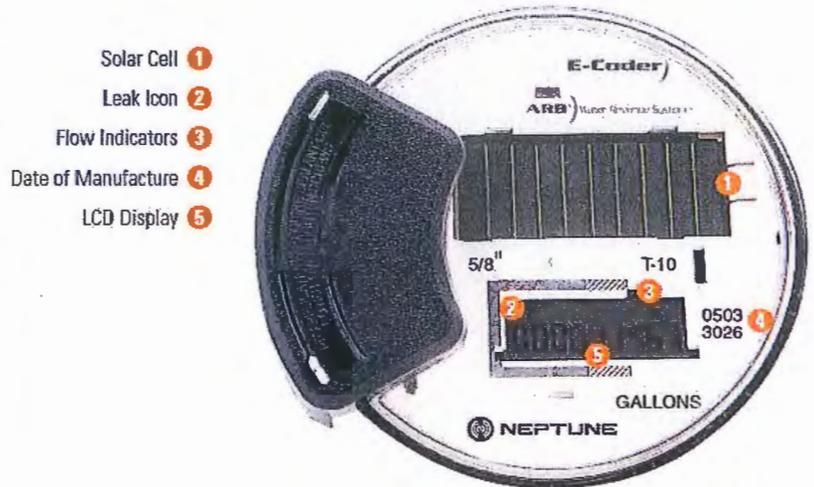
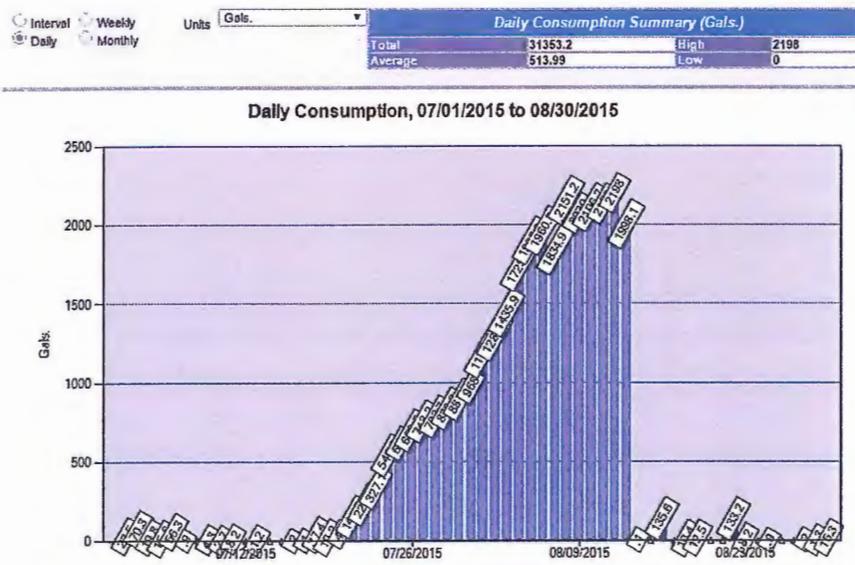


Image of a water meter similar to the ones we have in service.

The illustration below is similar to what one of the Town’s qualified Customer Service Representatives will see when they look at the usage for a particular address. Each bar in the graph represents one day of usage, the number above each bar represents the water used in gallons, appears that this customer fixed a leak! This is just one example of how the Automatic Meter Reading (AMR) system works.



So far our travels have taken us from the Castle Hayne Aquifer to the meter outside your home or business, what happens now? Well that is really up to you-- laundry, dishes, cooking, and sweet iced tea are just a few options! The journey doesn’t stop once you use the water, after it leaves your house it enters the Sanitary Sewer where the next part of our flow through the Life Cycle of Morehead City Water will begin, it isn’t as bad as it sounds.

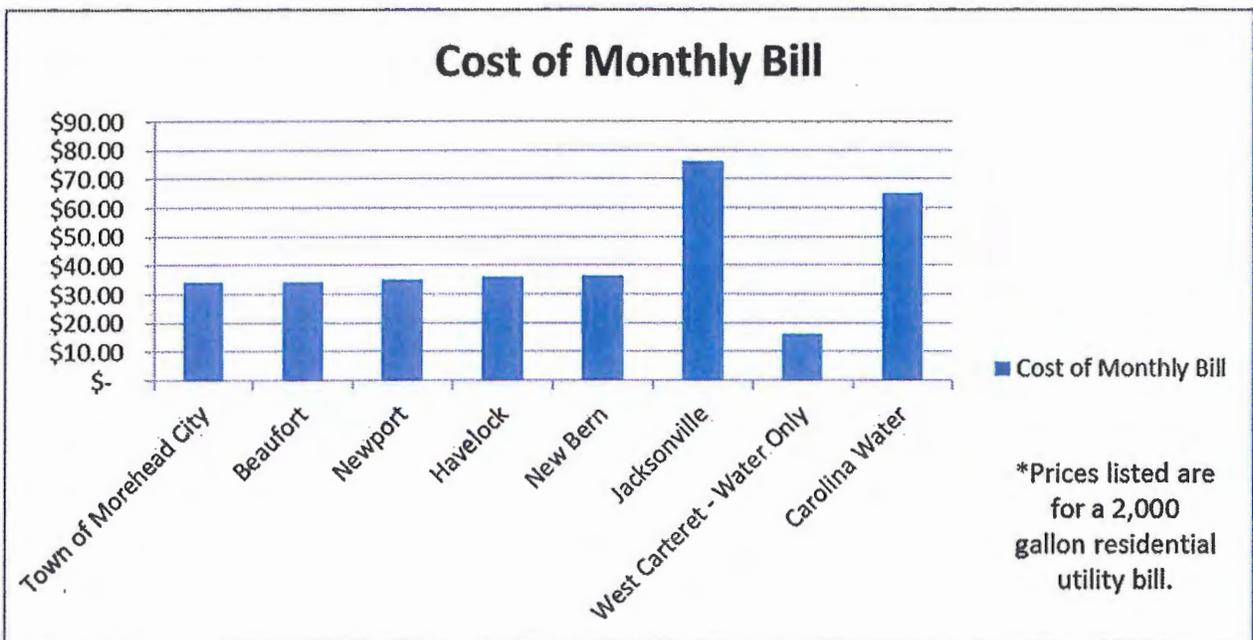
Usage graph from STAR meter reading system ... looks like there was a leak!

BILLING AND COLLECTIONS:

“WELCOME to the TOWN OF MOREHEAD CITY! How may I be of service?” This is just one of the phrases that new residents will hear when they come to obtain city utilities. The Town of Morehead City offers residents more than just beautiful parks and a pristine waterfront. We also offer water, sewer, and garbage services. The Town of Morehead City even offers limited water-only service to several areas of the City outside of the corporate limits.

When a new resident moves to our beautiful portion of the Crystal Coast we want to make their move as seamless as possible. The application process for new service is simple and generally takes less than fifteen minutes; that is unless there are some familiar faces that warrant a little “catching up”. All a new resident has to do is visit one of our friendly, well trained, and knowledgeable staff located in the heart of downtown at our iconic City Hall located at 706 Arendell Street. Our staff will be more than happy to assist in starting your water, sewer, garbage and recycling pick-up services. All a new resident needs to do is have a valid picture ID and the deposit that is tallied to be generally around \$130.00.

The Town prides itself on the fact that we have been effective in keeping the cost of our utilities relatively inexpensive compared to surrounding communities; the minimum utility bill in Morehead City will cost \$53.70 per month for 2,000 gallons of water. Not too bad when you consider that it includes weekly trash and bi-weekly recycling pick-up. The Town of Morehead City, even though it is growing rapidly, also takes pride in the fact that if you are at City Hall to start your utilities before 4:00 PM, we will get your service on for you the same day at no additional cost! Try that in some other places and see if you get the same fast, friendly service. The Town of Morehead City also has several highly qualified field technicians that assist our residents with all types of meter and water/sewer questions and concerns. The staff at City Hall may be the face of Morehead City, but the service technicians are the heartbeat, without them we could not begin to offer the quality standards that we enjoy currently.



The Town of Morehead City sends out roughly 5,300 bills a month all over the country. Our Billing and Collections staff provide a myriad of services to the Town. The Billing Department is responsible for importing billing files and maintaining billing accuracy. Each month the Billing staff will manually check and double check each and every account to make sure that there are no mistakes when the bills are sent out to be printed and mailed. That is a tremendous responsibility, and one that is not taken lightly. The Town strives to be both accurate and timely, the billing used to be done bi-monthly because each meter had to be read by a technician, and manually inputted into the system. The Town invested in new Automatic Meter Reading (AMR) technology that uses digital meter readings collected by transmitters called Data Collection Units (DCUs). These DCUs then download the meter reading right to City Hall, every day! The accuracy and speed with which the Town can have their meters read has gone from literally weeks to mere minutes. Thus allowing the Town to start billing monthly, which the general public seems to prefer.

The primary function of the Collections staff is just that, to collect any monies owed to the Town via property taxes, utility bills, permits, and a number of other revenue sources. The Collections staff is responsible for recording every monetary transaction that the Town of Morehead City is involved in with the public, this doesn't include the monies collected by other departments, i.e., Parks and Recreation for fees like summer camps or gym membership fees. Every department in Morehead City relies on the Collections staff to process their revenue accurately.

The Town of Morehead City has worked diligently to reduce the frequency and number of what is referred to as "bad debts," this includes things like delinquent utility bills and unpaid property taxes. The Collections staff has been so successful that each year since fiscal year end 6/30/2010 they have reduced this number each year except for one (1). This helps to keep both property and utility rates from having to be increased to offset the loss of revenue by having these "bad debts" sit on the books.

This is just a brief description of what we do here in Billing and Collections. We take our operations seriously, and we are committed to providing the best service we can for our community. The fact that we are the first face that many residents see when coming to the town of Morehead City means a lot to us, and we strive to be friendly, courteous and efficient.

CHAPTER 3 – LIFT STATIONS:

Whoa, not so fast, we aren't going straight to the Waste Water Treatment Plant (WWTP) just yet! We have to travel through one or more of the Town's lift stations to get to the WWTP. Lift stations are used for pumping wastewater or sewage from a lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow and/or when the use of gravity conveyance will result in excessive excavation and higher construction costs.

The Town of Morehead City tries to improve and update at least one lift station a year. Taking a proactive stance on maintaining and updating the existing facilities allows the Town to spread the high cost of retrofitting these assets over several years. This saves the Town money and lessens the likelihood of having to replace several at one time, the cost of upgrading just one lift station is approximately half a million dollars! The Town has 37 lift stations in total. To upgrade them all at one time would cost the Town ten million dollars!

The Town has taken measures like smoke testing, and using special camera equipment to locate leaks and help combat Inflow and Infiltration or I & I. The Department is hoping to purchase an advanced camera van to further assist in locating and repairing leaks and breaches in infrastructure. The cost of the new camera van is going to be approximately \$160,000, however; the van can be retrofitted in the future, and will serve the Town for many years to come. Once a breach in a sewer line has been located the department uses an array of equipment to repair the area. Many of the sewer lines downtown are located in alleys, which are generally only around ten (10) feet wide, this can cause a problem when you have to either dig the area up by hand or try to use a large backhoe. The Town is hoping to also purchase a piece of equipment called a mini excavator, which would allow the Town to easily and more efficiently get into alleys and other places where space is limited.

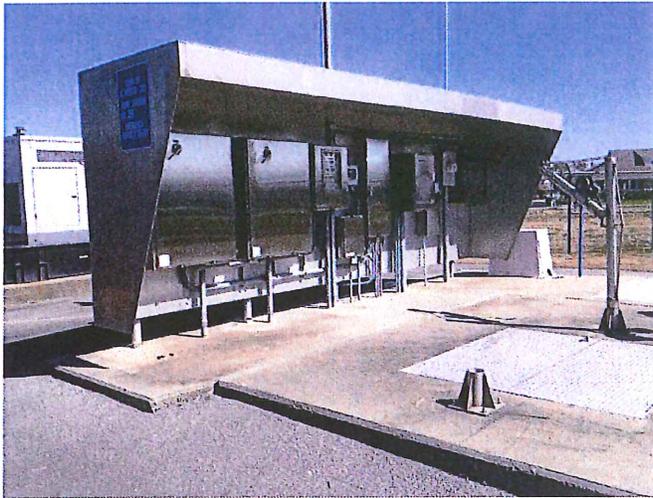


Smoke escaping from a sewer clean out, indicating a location where inflow and infiltration can occur.

Inflow and Infiltration [I & I] occurs when water other than waste water enters the sanitary sewer. The majority of I & I comes from rain, ground water and the tides, some of this we cannot control, however, the Town has spent a lot of time and effort to keep the ground water out of the sewer. The Town wants to limit the amount of I & I into the system to prevent spending time and resources to treat water unnecessarily. The extra water entering the system also puts extra strain on the lift stations and can overload the WWTP. There are thirty-seven (37) lift stations that help move waste water to the WWTP, if even one [1] were to malfunction it could be a hazardous situation, which is why they are all checked for proper operation, cleaned, and maintained by a

WWTP employee daily. Each of the lift stations in town are also monitored by a system called SCADA, or Supervisory Control And Data Acquisition, this system alerts the Town when there is a problem.

The Town of Morehead City uses two (2) types of Lift Station configurations, some are open free standing structures and others are enclosed and look like small brick buildings. Each one operates the same way; the waste water enters the lift station trough a sanitary sewer pipe, and is then pumped into another sanitary sewer pipe along its route to the WWTP. All of the Town's lift stations have two (2) pumps, they do not both run continuously, however, the second one will come on when there is high demand on the system. This helps to keep the waste water from backing up into homes and businesses by increasing the amount of waste water moving through the sanitary sewer pipes. Almost all of the lift stations have a generator that will come on if there is a power outage to keep the waste water from backing up and causing health concerns in the event that the power were off for an extended amount of time.

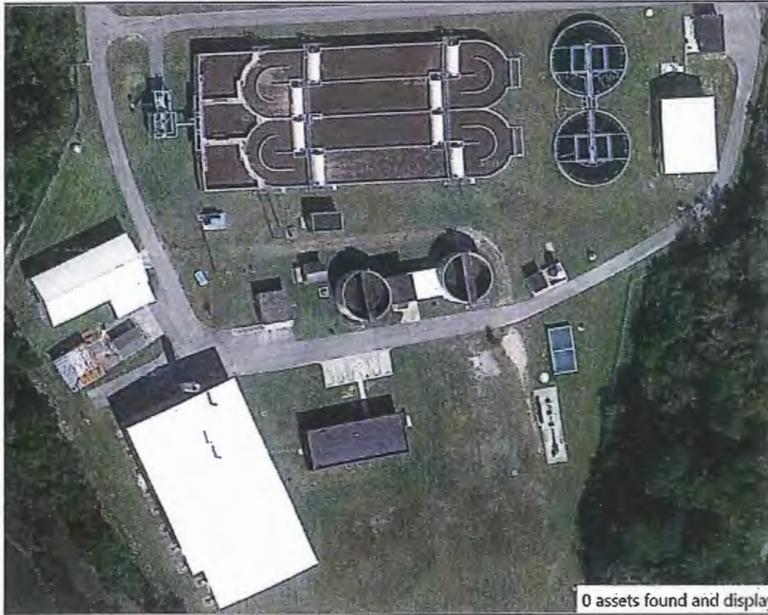


Lift Station #23, Mariners Pointe Subdivision: an example of open free standing lift station.

The final stop on our journey is going to be the Waste Water Treatment Plant. This state-of-the-art facility is where all of the Towns waste water is treated to nearly the same quality as the drinking water and discharged. Let us continue on our adventure and discover what happens to our water after we use it.

CHAPTER 4 – WASTE WATER TREATMENT PLANT [WWTP]

We have finally made it to the last stop on our adventure through the Life Cycle of Water in Morehead City, the Waste Water Treatment Plant [WWTP]. It may not seem like a very exciting place to be, but there is a lot that goes on here. Now that we have used the water and made it dirty and not safe for use, the Town has to make it clean and safe before we can discharge it. None of us are old enough to remember what it was like in cities and towns around the country not even a hundred years ago, but they were not nearly as clean and sanitary as they are now, thanks to the advancement of sewer systems and the ever important Waste Water Treatment Plant (WWTP).



Aerial view of Waste Water Treatment Plant

Once we use the water in our homes for things like laundry, dishes, showers, and yes, the commode, it has to go somewhere. In Morehead City it enters into 70 miles of sewer lines throughout the town, through one or more lift stations, and then it finally reaches the WWTP, where it gets treated again! The waste water that enters the plant, by the time it exits is almost to the same standard as the water that comes from the Water Treatment Plant. The clean and completely safe water is then discharged into Calico Creek. The Town's WWTP plant is also a state-of-the-art facility that can process and make safe up to

2,500,000 gallons of waste water every day. The Town treated approximately 525,000,000 gallons of waste water last year alone, that is over half a billion gallons!

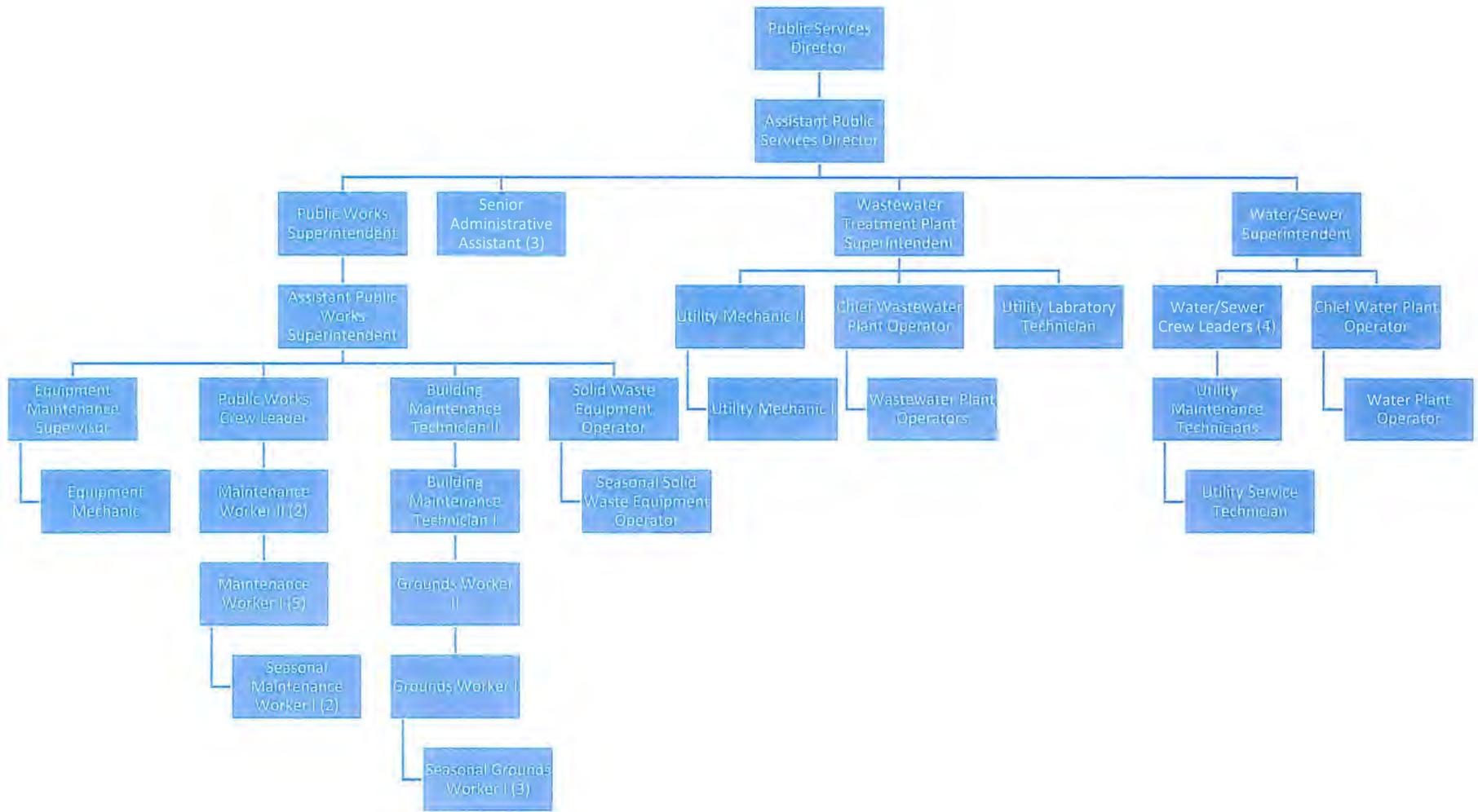
The Waste Water Treatment Plant is a state-of-the-art facility that has been in operation since 2011. There is a flow chart accompanying this narrative that shows the following steps used to treat the waste water that flows from all areas of the Town. There are several steps involved to treat the waste water; the entire process takes roughly 35 days from start to finish. Stop #1 is a trip through the Aerated Grit Removal Filter (A), this filter removes grit via gravity separation and air lift, the process takes about eight (8) minutes for the waste water to move through the filter to the Anaerobic and Anoxic Reactor (B). The Anaerobic and Anoxic Reactors facilitate nutrient removal, now that all of the nutrients have been removed the sludge moves into the Oxidation Ditches (C). The Oxidation Ditches (C) are where biological treatment agents are added to remove any organic material; the waste water stays in the ditches for 36 hours, before moving to the Clarifiers (D). The Clarifiers (D) remove any suspended solids from the ditch effluent; this process takes about eight (8) hours, after that time the effluent moves to the Sludge Return and Waste Pump (J). The Sludge Return and Waste Pump (J) will send the effluent to one of three locations. Some of the effluent returns to the Anaerobic and Anoxic Reactors (B) while

some if it goes to the Aerobic Digester (H) and the rest goes to the Traveling Bridge Tertiary Filter (E).

Since we already know what the Anaerobic and Anoxic Reactors (B) do in the treatment of the waste water we will look at the Traveling Bridge Tertiary Filter (E). The Traveling Bridge Tertiary Filter (E) removes smaller particles and polishes the effluent. The Sludge Return and Waste Pump (J) could have also pumped the water to the Aerobic Digester (H), this treatment process involves holding the sludge and effluent to allow the organic matter to biologically decompose, this process takes around 33 days to complete. Only the sludge or effluent that passed through the Traveling Bridge Tertiary Filter (E) will move to the Post-Aerators (F). The Post-Aerators (F) are responsible for aerating the effluent to maintain a minimum dissolved oxygen level. Once the effluent has been aerated it can be disinfected by sending it to the Ultraviolet Disinfection (G) area where intense UV rays cause pathogenic organisms to become inactivated and render them harmless. Once the effluent has passed through all of these different steps it is nearly as clean as when it comes out of your tap! The water that has been disinfected is then discharged into Calico Creek.

Wait, we still aren't done just yet, we haven't gotten out of the Aerobic Digester (H) yet! The effluent that was routed to the Aerobic Digester (H) after 33 days of captivity moves to the Bio-Solids Handling (I) area. This is where we manufacture free fertilizer for gardens and farms. The first step in this process is to send all the sludge to the belt press where the water is squeezed out, then it goes to a sludge dryer that uses heat and lime to further remove any moisture and stabilize the solids, then it is stored until someone comes and picks it up for use. Talk about recycling!

Well, we made it! We are at the end of our journey through the Life Cycle of the Water here in Morehead City. I hope that you have enjoyed learning about your water, a resource many of us take for granted every day.



TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|-----------------------------------|--|--------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| WATER/SEWER FUND REVENUES | | | | | | | | |
| OPERATING REVENUE | | | | | | | | |
| SALES & SERVICES | | | | | | | | |
| 61-3713-510 | WATER CHARGES | | | | | | | |
| | 3,140,655.19 | 2,982,200.00 | 3,161,100.00 | 3,053,148.33 | 96.58 | 3,300,000.00 | 3,450,000.00 | 3,450,000.00 |
| | FYE 6/30/17 - Includes a 4% rate increase effective for usage on bills to customers in January 2017. | | | | | | | |
| 61-3713-520 | WATER TAPS | | | | | | | |
| | 24,560.03 | 8,000.00 | 10,000.00 | 28,413.35 | 284.13 | 18,000.00 | 15,000.00 | 15,000.00 |
| 61-3714-510 | SEWER CHARGES | | | | | | | |
| | 2,870,397.83 | 2,752,300.00 | 2,917,400.00 | 2,785,750.34 | 95.48 | 3,000,000.00 | 3,200,000.00 | 3,200,000.00 |
| | FYE 6/30/17 - Includes a 4% rate increase effective for usage on bills to customers in January 2017. | | | | | | | |
| 61-3714-520 | SEWER TAPS | | | | | | | |
| | 5,000.00 | 4,000.00 | 4,000.00 | 8,000.00 | 200.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 61-3714-530 | OFF SYSTEM SEPTIC CHARGES | | | | | | | |
| | 90,314.50 | 75,000.00 | 75,000.00 | 71,268.75 | 95.02 | 85,000.00 | 75,000.00 | 75,000.00 |
| TOTAL SALES & SERVICES | | | | | | | | |
| | 6,130,927.55 | 5,821,500.00 | 6,167,500.00 | 5,946,580.77 | 96.41 | 6,408,000.00 | 6,745,000.00 | 6,745,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|-------------------------|-------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| MISCELLANEOUS REVENUE | | | | | | | | |
| 61-3713-890 | MISC WATER CHARGES/FEEES | | | | | | | |
| | 79,219.01 | 75,000.00 | 75,000.00 | 79,009.92 | 105.34 | 75,000.00 | 75,000.00 | 75,000.00 |
| 61-3839-580 | MISCELLANEOUS-LATE FEES | | | | | | | |
| | 115,893.20 | 100,000.00 | 100,000.00 | 99,713.44 | 99.71 | 105,000.00 | 100,000.00 | 100,000.00 |
| 61-3839-890 | MISCELLANEOUS | | | | | | | |
| | 27,099.63 | 25,000.00 | 26,000.00 | 18,121.99 | 69.70 | 26,000.00 | 26,000.00 | 26,000.00 |
| 61-3839-891 | MISC. REVENUE-BAD CHECK FEES | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 2,225.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL MISCELLANEOUS | | | | | | | | |
| | 222,211.84 | 200,000.00 | 201,000.00 | 199,070.35 | 99.04 | 206,000.00 | 201,000.00 | 201,000.00 |
| <hr/> | | | | | | | | |
| TOTAL OPERATING REVENUE | | | | | | | | |
| | 6,353,139.39 | 6,021,500.00 | 6,368,500.00 | 6,145,651.12 | 96.50 | 6,614,000.00 | 6,946,000.00 | 6,946,000.00 |
| <hr/> | | | | | | | | |
| NONOPERATING REVENUE | | | | | | | | |
| 61-3301-231 | FEMA REIMBURSEMENT | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-3831-491 | INTEREST EARNINGS | | | | | | | |
| | 6,164.60 | 5,000.00 | 6,000.00 | 13,445.55 | 224.09 | 13,000.00 | 12,000.00 | 12,000.00 |
| 61-3831-497 | INTEREST EARN-NCSPA FAC AGREE | | | | | | | |
| | 7,165.99 | 7,150.00 | 4,650.00 | 4,656.50 | 100.13 | 4,656.50 | 2,050.00 | 2,050.00 |
| 61-3831-498 | INT EARN-NEWPORT FAC AGREE | | | | | | | |
| | 3,204.27 | 3,200.00 | 2,900.00 | 2,912.97 | 100.44 | 2,912.97 | 2,650.00 | 2,650.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | | Previous Year Actual | Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|----------------------------|-------------------------------|----------------------|--------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 61-3833-840 | CONTRIBUTED CAPITAL | 63,018.63 | 63,000.00 | 65,625.00 | 65,528.12 | 99.85 | 65,528.12 | 68,150.00 | 68,150.00 |
| 61-3835-820 | SALE OF SURPLUS PROPERTY | 4,822.29 | 2,500.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-3839-850 | INSURANCE REIM/REFUNDS | 1,457.76 | 0.00 | 0.00 | 23,916.83 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | | |
| TOTAL NONOPERATING REV | | 85,833.54 | 80,850.00 | 79,175.00 | 110,459.97 | 139.51 | 87,097.59 | 85,850.00 | 85,850.00 |
| OTHER FINANCING SOURCES | | | | | | | | | |
| 61-3984-075 | TRANSFER FROM WATER REUSE CPF | 0.00 | 0.00 | 63,767.00 | 63,766.22 | 99.99 | 0.00 | 0.00 | 0.00 |
| 61-3991-991 | APPROPRIATED FUND BALANCE | 0.00 | 403,325.00 | 409,625.00 | 0.00 | 0.00 | 0.00 | 136,209.00 | 136,209.00 |
| <hr/> | | | | | | | | | |
| TOTAL FINANCING SOURCES | | 0.00 | 403,325.00 | 473,392.00 | 63,766.22 | 13.47 | 0.00 | 136,209.00 | 136,209.00 |
| <hr/> | | | | | | | | | |
| TOTAL WATER/SEWER REVENUES | | 6,438,972.93 | 6,505,675.00 | 6,921,067.00 | 6,319,877.31 | 91.31 | 6,701,097.59 | 7,168,059.00 | 7,168,059.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| WATER/SEWER FUND EXPENDITURES | | | | | | | | | |
| OPERATING EXPENDITURES | | | | | | | | | |
| BILLING & COLLECTIONS | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 61-7121-121 | SALARIES | | | | | | | | |
| | 137,207.38 | 136,825.00 | 145,375.00 | 146,162.63 | 100.54 | 145,375.00 | 150,430.00 | 150,430.00 | 150,430.00 |
| FYE 6/30/16 - Department is authorized and funded for 4 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 61-7121-122 | OVERTIME | | | | | | | | |
| | 7.47 | 2,000.00 | 2,000.00 | 209.55 | 10.47 | 2,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 61-7121-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7121-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 6,515.44 | 6,950.00 | 7,375.00 | 7,318.61 | 99.23 | 7,375.00 | 7,672.00 | 7,672.00 | 7,672.00 |
| 61-7121-181 | FICA | | | | | | | | |
| | 9,960.74 | 10,625.00 | 11,275.00 | 10,860.10 | 96.32 | 11,275.00 | 11,737.00 | 11,737.00 | 11,737.00 |
| 61-7121-183 | RETIREMENT | | | | | | | | |
| | 9,499.23 | 9,825.00 | 10,425.00 | 9,880.27 | 94.77 | 10,425.00 | 11,124.00 | 11,124.00 | 11,124.00 |
| 61-7121-184 | GROUP INSURANCE | | | | | | | | |
| | 20,268.42 | 20,925.00 | 21,175.00 | 21,301.44 | 100.59 | 21,175.00 | 23,088.00 | 23,088.00 | 23,088.00 |
| 61-7121-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 850.00 | 25.00 | 14.90 | 59.60 | 25.00 | 50.00 | 50.00 | 50.00 |
| 61-7121-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 100.00 | 1,400.00 | 1,600.00 | 1,600.00 | 1,600.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 184,858.68 | 189,400.00 | 199,050.00 | 197,147.50 | 99.04 | 199,050.00 | 208,701.00 | 208,701.00 | 208,701.00 |
| OTHER | | | | | | | | | |
| 61-7121-260 | OFFICE SUPPLIES | | | | | | | | |
| | 8,488.19 | 10,300.00 | 8,100.00 | 7,314.71 | 90.30 | 8,100.00 | 8,200.00 | 8,200.00 | 8,200.00 |
| 61-7121-311 | TRAVEL REIMBURSEMENT | | | | | | | | |
| | 3.45 | 100.00 | 100.00 | 0.58 | 0.58 | 100.00 | 75.00 | 75.00 | 75.00 |
| 61-7121-321 | TELEPHONE | | | | | | | | |
| | 1,017.78 | 1,000.00 | 1,050.00 | 870.21 | 82.87 | 1,050.00 | 1,100.00 | 1,100.00 | 1,100.00 |
| 61-7121-325 | POSTAGE | | | | | | | | |
| | 23,626.71 | 25,800.00 | 26,700.00 | 26,496.00 | 99.23 | 26,700.00 | 26,536.00 | 26,536.00 | 26,536.00 |
| 61-7121-341 | PRINTING | | | | | | | | |
| | 251.51 | 750.00 | 625.00 | 190.96 | 30.55 | 625.00 | 500.00 | 500.00 | 500.00 |
| 61-7121-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 27,718.44 | 39,000.00 | 56,750.00 | 29,037.39 | 51.16 | 56,750.00 | 46,000.00 | 46,000.00 | 46,000.00 |
| 61-7121-395 | TRAVEL & TRAINING | | | | | | | | |
| | 687.76 | 2,000.00 | 2,900.00 | 363.28 | 12.52 | 2,900.00 | 2,750.00 | 2,750.00 | 2,750.00 |
| 61-7121-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 299.55 | 300.00 | 700.00 | 574.58 | 82.08 | 700.00 | 700.00 | 700.00 | 700.00 |
| 61-7121-651 | CONTRACTED SERVICES | | | | | | | | |
| | 8,103.64 | 9,000.00 | 8,500.00 | 8,444.00 | 99.34 | 8,500.00 | 8,610.00 | 8,610.00 | 8,610.00 |
| TOTAL OTHER | | | | | | | | | |
| | 70,197.03 | 88,250.00 | 105,425.00 | 73,291.71 | 69.52 | 105,425.00 | 94,471.00 | 94,471.00 | 94,471.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------------------------|-------------------------|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 61-7121-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL BILLING/COLLECTIONS | | | | | | | | | |
| | 255,055.71 | 277,650.00 | 304,475.00 | 270,439.21 | 88.82 | 304,475.00 | 303,172.00 | 303,172.00 | 303,172.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------------------------|---|-------------------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| WELLS & PUMP STATIONS | | | | | | | | | |
| SALARIES AND BENEFITS | | | | | | | | | |
| 61-7131-121 | SALARIES | | | | | | | | |
| | 83,443.90 | 79,725.00 | 88,300.00 | 91,901.17 | 104.07 | 88,300.00 | 91,821.00 | 91,821.00 | 91,821.00 |
| | FYE 6/30/16 - Department is authorized and funded for 2 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | |
| 61-7131-122 | OVERTIME | | | | | | | | |
| | 5,490.41 | 6,500.00 | 8,000.00 | 7,407.71 | 92.59 | 6,500.00 | 8,500.00 | 8,500.00 | 8,500.00 |
| 61-7131-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7131-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 2,076.56 | 4,300.00 | 4,750.00 | 4,053.51 | 85.33 | 4,750.00 | 5,016.00 | 5,016.00 | 5,016.00 |
| 61-7131-181 | FICA | | | | | | | | |
| | 6,628.13 | 6,600.00 | 7,250.00 | 7,599.43 | 104.81 | 7,250.00 | 7,675.00 | 7,675.00 | 7,675.00 |
| 61-7131-182 | FICA-DISABILITY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7131-183 | RETIREMENT | | | | | | | | |
| | 6,133.60 | 6,100.00 | 6,700.00 | 6,703.32 | 100.04 | 6,700.00 | 7,273.00 | 7,273.00 | 7,273.00 |
| 61-7131-184 | GROUP INSURANCE | | | | | | | | |
| | 10,461.12 | 10,450.00 | 10,600.00 | 10,650.72 | 100.47 | 10,600.00 | 11,544.00 | 11,544.00 | 11,544.00 |
| 61-7131-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 425.00 | 25.00 | 14.90 | 59.60 | 25.00 | 25.00 | 25.00 | 25.00 |
| 61-7131-189 | OTHER POST EMPLOYMENT BENEFITS | | | | | | | | |
| | 700.00 | 700.00 | 700.00 | 700.00 | 100.00 | 700.00 | 800.00 | 800.00 | 800.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 114,933.72 | 114,800.00 | 126,325.00 | 129,030.76 | 102.14 | 124,825.00 | 132,654.00 | 132,654.00 | 132,654.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| OTHER | | | | | | | | | |
| 61-7131-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 3,843.39 | 4,200.00 | 1,700.00 | 1,542.02 | 90.70 | 1,500.00 | 1,700.00 | 1,700.00 | 1,700.00 |
| 61-7131-212 | UNIFORMS | | | | | | | | |
| | 508.26 | 650.00 | 750.00 | 670.50 | 89.40 | 750.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-7131-213 | LAB SUPPLIES | | | | | | | | |
| | 8,439.64 | 11,000.00 | 8,500.00 | 6,696.97 | 78.78 | 12,000.00 | 14,000.00 | 14,000.00 | 14,000.00 |
| 61-7131-214 | DEPT SUPPLIES-CHEMICALS | | | | | | | | |
| | 133,089.09 | 138,000.00 | 205,000.00 | 204,362.67 | 99.68 | 160,000.00 | 225,000.00 | 225,000.00 | 225,000.00 |
| FYE 6/30/17 Increase in expected expenditure due to large increase in the cost of salt. | | | | | | | | | |
| 61-7131-250 | GAS, OIL, TIRES | | | | | | | | |
| | 4,421.89 | 5,000.00 | 4,500.00 | 3,851.75 | 85.59 | 4,500.00 | 4,500.00 | 4,500.00 | 4,500.00 |
| 61-7131-260 | OFFICE SUPPLIES | | | | | | | | |
| | 786.73 | 4,000.00 | 1,000.00 | 431.71 | 43.17 | 900.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-7131-299 | SAFETY PROGRAM SUPPLIES | | | | | | | | |
| | 473.60 | 700.00 | 1,300.00 | 706.76 | 54.36 | 1,300.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 61-7131-321 | TELEPHONE | | | | | | | | |
| | 833.62 | 1,400.00 | 1,400.00 | 678.75 | 48.48 | 1,100.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| 61-7131-331 | UTILITIES | | | | | | | | |
| | 75,542.46 | 80,000.00 | 75,800.00 | 68,678.60 | 90.60 | 84,000.00 | 89,000.00 | 89,000.00 | 89,000.00 |
| 61-7131-332 | FUEL OIL-STANDBY EQUIPMENT | | | | | | | | |
| | 1,482.38 | 1,900.00 | 1,900.00 | 859.21 | 45.22 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 |
| 61-7131-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 4,442.00 | 6,300.00 | 2,500.00 | 1,375.99 | 55.03 | 1,900.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 61-7131-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 14,197.72 | 20,000.00 | 35,000.00 | 31,835.72 | 90.95 | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------------------------|-----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 61-7131-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 2,023.53 | 2,200.00 | 1,000.00 | 420.84 | 42.08 | 800.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-7131-355 | MAINTENANCE/UTILITY SYSTEM | | | | | | | | |
| | 0.00 | 0.00 | 104,000.00 | 73,749.34 | 70.91 | 100,000.00 | 104,000.00 | 104,000.00 | 104,000.00 |
| 61-7131-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 1,150.00 | 101.96 | 8.86 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 61-7131-395 | TRAVEL & TRAINING | | | | | | | | |
| | 1,012.86 | 3,500.00 | 3,000.00 | 465.00 | 15.50 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 61-7131-396 | ANALYSIS | | | | | | | | |
| | 5,801.00 | 33,500.00 | 18,500.00 | 17,802.00 | 96.22 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |
| 61-7131-397 | CERTIFICATION/PERMIT FEES | | | | | | | | |
| | 280.00 | 2,100.00 | 2,100.00 | 280.00 | 13.33 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 61-7131-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 10,816.18 | 16,000.00 | 14,000.00 | 13,100.82 | 93.57 | 19,000.00 | 19,000.00 | 19,000.00 | 19,000.00 |
| 61-7131-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 4,822.90 | 5,000.00 | 5,650.00 | 5,686.20 | 100.64 | 5,600.00 | 5,800.00 | 5,800.00 | 5,800.00 |
| 61-7131-651 | CONTRACTED SERVICES | | | | | | | | |
| | 66,675.64 | 122,500.00 | 13,300.00 | 36.00 | 0.27 | 110,000.00 | 20,000.00 | 20,000.00 | 20,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 339,492.89 | 457,950.00 | 502,050.00 | 433,332.81 | 86.31 | 573,250.00 | 561,100.00 | 561,100.00 | 561,100.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 61-7131-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL WELLS/PUMP STATIONS | | | | | | | | | |
| | 454,426.61 | 572,750.00 | 628,375.00 | 562,363.57 | 89.49 | 698,075.00 | 693,754.00 | 693,754.00 | 693,754.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| WATER DIST & SEWER COLLECTION | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 61-7135-121 | SALARIES | | | | | | | | |
| | 504,437.63 | 516,500.00 | 565,800.00 | 559,875.05 | 98.95 | 565,800.00 | 585,017.00 | 585,017.00 | 585,017.00 |
| FYE 6/30/16 - Department is authorized and funded for 15 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 61-7135-122 | OVERTIME | | | | | | | | |
| | 5,896.68 | 11,000.00 | 11,000.00 | 4,147.48 | 37.70 | 11,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 61-7135-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7135-126 | PARTTIME SALARIES | | | | | | | | |
| | 331.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7135-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 19,991.24 | 26,375.00 | 28,850.00 | 23,230.28 | 80.52 | 28,850.00 | 29,751.00 | 29,751.00 | 29,751.00 |
| 61-7135-181 | FICA | | | | | | | | |
| | 37,832.31 | 40,350.00 | 44,125.00 | 42,434.05 | 96.16 | 44,125.00 | 45,519.00 | 45,519.00 | 45,519.00 |
| 61-7135-182 | FICA-DISABILITY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7135-183 | RETIREMENT | | | | | | | | |
| | 35,502.97 | 37,300.00 | 40,775.00 | 38,071.72 | 93.37 | 40,775.00 | 43,139.00 | 43,139.00 | 43,139.00 |
| 61-7135-184 | GROUP INSURANCE | | | | | | | | |
| | 70,628.89 | 76,750.00 | 79,400.00 | 77,883.39 | 98.08 | 79,400.00 | 86,580.00 | 86,580.00 | 86,580.00 |
| 61-7135-185 | UNEMPLOYMENT | | | | | | | | |
| | 6,436.00 | 3,425.00 | 100.00 | 59.62 | 59.62 | 100.00 | 200.00 | 200.00 | 200.00 |
| 61-7135-186 | WORKERS COMPENSATION | | | | | | | | |
| | 26,484.20 | 22,700.00 | 37,550.00 | 37,419.66 | 99.65 | 37,550.00 | 46,527.00 | 46,527.00 | 46,527.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|------------|-------------------|-------------------------|------------|-----------------------|-----------------|----------------------|---------------------|
| 61-7135-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 14,466.00 | 14,500.00 | 14,550.00 | 14,538.00 | 99.91 | 14,550.00 | 16,200.00 | 16,200.00 | 16,200.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 722,007.72 | 748,900.00 | 822,150.00 | 797,659.25 | 97.02 | 822,150.00 | 862,933.00 | 862,933.00 | 862,933.00 |
| OTHER | | | | | | | | | |
| 61-7135-191 | AUDIT | | | | | | | | |
| | 15,130.00 | 15,150.00 | 14,575.00 | 14,520.00 | 99.62 | 14,520.00 | 14,880.00 | 14,880.00 | 14,880.00 |
| 61-7135-192 | LEGAL SERVICES | | | | | | | | |
| | 3,725.44 | 5,000.00 | 5,000.00 | 1,549.40 | 30.98 | 4,500.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 61-7135-194 | ENGINEERING | | | | | | | | |
| | 0.00 | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 1,500.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 61-7135-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 8,230.92 | 8,100.00 | 9,700.00 | 9,127.89 | 94.10 | 9,500.00 | 9,500.00 | 9,500.00 | 9,500.00 |
| 61-7135-212 | UNIFORMS | | | | | | | | |
| | 3,181.21 | 4,000.00 | 4,000.00 | 3,550.06 | 88.75 | 4,000.00 | 4,100.00 | 4,100.00 | 4,100.00 |
| 61-7135-213 | DEPT SUPPLIES-LAB | | | | | | | | |
| | 789.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 500.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-7135-241 | MATERIALS | | | | | | | | |
| | 115,669.74 | 127,800.00 | 124,100.00 | 124,634.87 | 100.43 | 125,600.00 | 155,000.00 | 155,000.00 | 155,000.00 |
| 61-7135-250 | GAS,OIL,TIRES | | | | | | | | |
| | 29,378.08 | 43,000.00 | 36,400.00 | 22,463.49 | 61.71 | 35,000.00 | 38,000.00 | 38,000.00 | 38,000.00 |
| 61-7135-260 | OFFICE SUPPLIES | | | | | | | | |
| | 5,921.94 | 6,500.00 | 5,500.00 | 3,195.42 | 58.09 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 61-7135-299 | SAFETY PROGRAM SUPPLIES | | | | | | | | |
| | 4,309.63 | 4,700.00 | 8,100.00 | 7,819.80 | 96.54 | 4,300.00 | 4,200.00 | 4,200.00 | 4,200.00 |
| 61-7135-321 | TELEPHONE | | | | | | | | |
| | 3,763.48 | 5,000.00 | 4,500.00 | 3,587.71 | 79.72 | 4,100.00 | 4,600.00 | 4,600.00 | 4,600.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved | |
|----------------|----------------------------|----------------------|----------------|----------------------|-----------|--------------------|--------------|-------------------|------------------|-----------|
| 61-7135-325 | POSTAGE | 160.84 | 1,000.00 | 500.00 | 0.00 | 0.00 | 200.00 | 500.00 | 500.00 | 500.00 |
| 61-7135-331 | UTILITIES | 2,770.23 | 3,800.00 | 3,500.00 | 2,567.84 | 73.36 | 3,400.00 | 3,500.00 | 3,500.00 | 3,500.00 |
| 61-7135-332 | FUEL OIL-STANDBY EQUIP | 0.00 | 150.00 | 150.00 | 63.56 | 42.37 | 150.00 | 150.00 | 150.00 | 150.00 |
| 61-7135-341 | PRINTING | 708.50 | 1,000.00 | 2,100.00 | 1,576.40 | 75.06 | 800.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 61-7135-351 | MAINTENANCE/BUILDINGS | 3,957.57 | 5,000.00 | 4,500.00 | 3,138.67 | 69.74 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 61-7135-352 | MAINTENANCE/EQUIPMENT | 32,620.71 | 33,000.00 | 33,000.00 | 31,841.28 | 96.48 | 33,000.00 | 34,000.00 | 34,000.00 | 34,000.00 |
| 61-7135-353 | MAINTENANCE/VEHICLES | 9,784.94 | 13,000.00 | 13,000.00 | 11,074.99 | 85.19 | 13,000.00 | 13,000.00 | 13,000.00 | 13,000.00 |
| 61-7135-355 | MAINTENANCE/UTILITY SYSTEM | 0.00 | 0.00 | 29,000.00 | 8,782.83 | 30.28 | 30,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 61-7135-370 | ADV/PUBLIC RELATIONS | 671.34 | 1,150.00 | 500.00 | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| 61-7135-380 | INFORMATION TECHNOLOGY | 0.00 | 0.00 | 10,700.00 | 8,734.31 | 81.62 | 10,000.00 | 11,000.00 | 11,000.00 | 11,000.00 |
| 61-7135-391 | LEGAL ADVERTISING | 1,281.42 | 1,500.00 | 1,500.00 | 400.11 | 26.67 | 1,000.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 61-7135-395 | TRAVEL & TRAINING | 8,757.08 | 11,000.00 | 14,500.00 | 11,711.81 | 80.77 | 11,000.00 | 11,000.00 | 11,000.00 | 11,000.00 |
| 61-7135-396 | ANALYSIS | 66.00 | 500.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 100.00 | 100.00 |
| 61-7135-397 | CERTIFICATION/PERMIT FEES | 4,155.00 | 8,000.00 | 8,000.00 | 4,345.00 | 54.31 | 6,100.00 | 7,500.00 | 7,500.00 | 7,500.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------|--------------------------------|--------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 61-7135-410 | LEASES/RENTALS | | | | | | | | |
| | 6,480.75 | 9,000.00 | 9,000.00 | 7,668.90 | 85.21 | 8,000.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| 61-7135-450 | INSURANCE | | | | | | | | |
| | 96,984.95 | 100,900.00 | 112,500.00 | 109,928.11 | 97.71 | 116,000.00 | 116,000.00 | 116,000.00 | 116,000.00 |
| 61-7135-451 | INSURANCE RESERVE/CLAIMS | | | | | | | | |
| | 1,250.96 | 3,000.00 | 3,000.00 | 1,671.72 | 55.72 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 61-7135-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 8,303.79 | 14,000.00 | 14,500.00 | 7,783.10 | 53.67 | 11,000.00 | 14,500.00 | 14,500.00 | 14,500.00 |
| 61-7135-460 | DEPRECIATION | | | | | | | | |
| | 1,673,713.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7135-485 | REIM-GENERAL FUND-INDIRECT CST | | | | | | | | |
| | 438,000.00 | 438,000.00 | 412,800.00 | 412,800.00 | 100.00 | 412,800.00 | 493,200.00 | 493,200.00 | 493,200.00 |
| 61-7135-497 | REIMB-GENERAL FUND-DIRECT | | | | | | | | |
| | 13,724.11 | 12,000.00 | 12,000.00 | 5,583.25 | 46.52 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 61-7135-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 17,303.98 | 17,000.00 | 9,200.00 | 9,204.47 | 100.04 | 9,200.00 | 9,300.00 | 9,300.00 | 9,300.00 |
| 61-7135-492 | BAD DEBT EXPENSE | | | | | | | | |
| | 10,441.11 | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| 61-7135-651 | CONTRACTED SERVICES | | | | | | | | |
| | 15,898.75 | 68,000.00 | 31,800.00 | 9,511.39 | 29.91 | 40,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| TOTAL OTHER | 2,537,134.92 | 1,003,250.00 | 980,725.00 | 838,836.38 | 85.53 | 927,670.00 | 1,082,030.00 | 1,082,030.00 | 1,082,030.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|--------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 61-7135-501 | CAPITAL OUTLAY | | | | | | | | |
| | 73,478.64 | 73,500.00 | 113,267.00 | 105,580.91 | 93.21 | 98,273.35 | 232,000.00 | 232,000.00 | 232,000.00 |
| Please refer to Account #61-7135-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 73,478.64 | 73,500.00 | 113,267.00 | 105,580.91 | 93.21 | 98,273.35 | 232,000.00 | 232,000.00 | 232,000.00 |
| TOTAL WATER DIST/SEWER COLLECT | | | | | | | | | |
| | 3,332,621.28 | 1,825,650.00 | 1,916,142.00 | 1,742,076.54 | 90.91 | 1,848,093.35 | 2,176,963.00 | 2,176,963.00 | 2,176,963.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| LIFT STATIONS & FORCE MAINS | | | | | | | | | |
| OTHER | | | | | | | | | |
| 61-7141-214 | DEPT SUPPLIES-CHEMICALS | | | | | | | | |
| | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| 61-7141-321 | TELEPHONE | | | | | | | | |
| | 9,911.29 | 9,200.00 | 9,500.00 | 8,403.07 | 88.45 | 9,500.00 | 9,500.00 | 9,500.00 | 9,500.00 |
| 61-7141-331 | UTILITIES | | | | | | | | |
| | 71,203.34 | 71,000.00 | 70,000.00 | 67,711.67 | 96.73 | 70,000.00 | 72,000.00 | 72,000.00 | 72,000.00 |
| 61-7141-332 | FUEL OIL-STANDBY EQUIPMENT | | | | | | | | |
| | 3,079.63 | 7,500.00 | 7,500.00 | 2,305.38 | 30.73 | 6,800.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| 61-7141-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 4,616.92 | 12,000.00 | 12,000.00 | 9,992.56 | 83.27 | 6,500.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| 61-7141-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 41,878.88 | 43,000.00 | 30,000.00 | 29,587.04 | 98.62 | 30,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 61-7141-355 | MAINTENANCE/UTILITY SYSTEM | | | | | | | | |
| | 0.00 | 0.00 | 12,000.00 | 10,949.14 | 91.24 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 61-7141-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7141-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 8,624.53 | 8,500.00 | 8,800.00 | 7,001.05 | 79.55 | 8,600.00 | 8,800.00 | 8,800.00 | 8,800.00 |
| 61-7141-651 | CONTRACTED SERVICES | | | | | | | | |
| | 0.00 | 0.00 | 7,000.00 | 0.00 | 0.00 | 9,000.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| <hr/> | | | | | | | | | |
| TOTAL OTHER | 139,314.59 | 151,700.00 | 157,300.00 | 135,949.91 | 86.42 | 150,900.00 | 153,800.00 | 153,800.00 | 153,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 61-7141-501 | CAPITAL OUTLAY | | | | | | | | |
| | 77,095.62 | 193,675.00 | 125,000.00 | 74,450.00 | 59.56 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 77,095.62 | 193,675.00 | 125,000.00 | 74,450.00 | 59.56 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL LIFTS/FORCE MAINS | | | | | | | | | |
| | 216,410.21 | 345,375.00 | 282,300.00 | 210,399.91 | 74.53 | 150,900.00 | 153,800.00 | 153,800.00 | 153,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|-------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| WASTEWATER TREATMENT PLANT | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 61-7142-121 | SALARIES | | | | | | | | |
| | 293,009.40 | 326,250.00 | 341,150.00 | 334,956.43 | 98.18 | 341,150.00 | 354,650.00 | 354,650.00 | 354,650.00 |
| FYE 6/30/16 - Department is authorized and funded for 8 full time positions. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 61-7142-122 | OVERTIME | | | | | | | | |
| | 14,017.69 | 14,500.00 | 18,500.00 | 17,111.51 | 92.49 | 14,500.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 61-7142-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7142-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 13,639.70 | 17,050.00 | 17,800.00 | 16,005.41 | 89.91 | 17,800.00 | 18,482.00 | 18,482.00 | 18,482.00 |
| 61-7142-181 | FICA | | | | | | | | |
| | 22,824.54 | 26,050.00 | 27,200.00 | 26,453.16 | 97.25 | 27,200.00 | 28,278.00 | 28,278.00 | 28,278.00 |
| 61-7142-182 | FICA-DISABILITY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7142-183 | RETIREMENT | | | | | | | | |
| | 21,177.97 | 24,100.00 | 25,150.00 | 23,764.84 | 94.49 | 25,150.00 | 26,800.00 | 26,800.00 | 26,800.00 |
| 61-7142-184 | GROUP INSURANCE | | | | | | | | |
| | 36,613.92 | 41,850.00 | 42,350.00 | 39,901.55 | 94.21 | 42,350.00 | 46,176.00 | 46,176.00 | 46,176.00 |
| 61-7142-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 1,700.00 | 50.00 | 29.81 | 59.62 | 50.00 | 100.00 | 100.00 | 100.00 |
| 61-7142-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 7,408.00 | 11,650.00 | 10,150.00 | 7,444.00 | 73.33 | 10,150.00 | 18,500.00 | 18,500.00 | 18,500.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 408,691.22 | 463,150.00 | 482,350.00 | 465,666.71 | 96.54 | 478,350.00 | 507,986.00 | 507,986.00 | 507,986.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|----------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| OTHER | | | | | | | | | |
| 61-7142-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 2,382.89 | 3,000.00 | 3,900.00 | 4,431.78 | 113.63 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 61-7142-212 | UNIFORMS | | | | | | | | |
| | 3,275.89 | 5,000.00 | 6,000.00 | 3,994.29 | 66.57 | 5,300.00 | 6,000.00 | 6,000.00 | 6,000.00 |
| 61-7142-213 | DEPT SUPPLIES-LAB | | | | | | | | |
| | 12,709.38 | 18,000.00 | 18,000.00 | 12,275.73 | 68.19 | 15,000.00 | 17,000.00 | 17,000.00 | 17,000.00 |
| 61-7142-214 | DEPT SUPPLIES-CHEMICALS | | | | | | | | |
| | 27,880.44 | 36,000.00 | 36,000.00 | 29,552.97 | 82.09 | 34,000.00 | 35,000.00 | 35,000.00 | 35,000.00 |
| 61-7142-250 | GAS,OIL,TIRES | | | | | | | | |
| | 9,520.17 | 15,500.00 | 13,400.00 | 7,522.32 | 56.13 | 12,000.00 | 13,000.00 | 13,000.00 | 13,000.00 |
| 61-7142-260 | OFFICE SUPPLIES | | | | | | | | |
| | 523.03 | 5,000.00 | 3,500.00 | 1,209.46 | 34.55 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 |
| 61-7142-299 | SAFETY PROGRAM SUPPLIES | | | | | | | | |
| | 964.63 | 2,400.00 | 2,400.00 | 2,232.51 | 93.02 | 2,400.00 | 2,400.00 | 2,400.00 | 2,400.00 |
| 61-7142-321 | TELEPHONE | | | | | | | | |
| | 1,709.19 | 2,300.00 | 2,000.00 | 1,540.52 | 77.02 | 1,800.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 61-7142-331 | UTILITIES | | | | | | | | |
| | 148,898.12 | 193,800.00 | 161,000.00 | 127,321.77 | 79.08 | 162,000.00 | 193,000.00 | 193,000.00 | 193,000.00 |
| 61-7142-332 | FUEL OIL-STANDBY EQUIPMENT | | | | | | | | |
| | 4,449.89 | 7,000.00 | 7,000.00 | 1,412.83 | 20.18 | 6,000.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| 61-7142-351 | MAINTENANCE/BUILDINGS | | | | | | | | |
| | 4,372.20 | 5,500.00 | 10,000.00 | 5,577.76 | 55.77 | 8,800.00 | 7,500.00 | 7,500.00 | 7,500.00 |
| 61-7142-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 45,317.84 | 85,000.00 | 68,000.00 | 28,354.40 | 41.69 | 60,000.00 | 70,000.00 | 70,000.00 | 70,000.00 |
| 61-7142-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 865.41 | 3,000.00 | 3,000.00 | 1,013.15 | 33.77 | 2,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------|------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 61-7142-355 | MAINTENANCE/UTILITY SYSTEM | | | | | | | | |
| | 0.00 | 0.00 | 62,000.00 | 101,918.58 | 164.38 | 60,000.00 | 60,000.00 | 60,000.00 | 60,000.00 |
| 61-7142-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 3,200.00 | 407.84 | 12.74 | 3,000.00 | 3,200.00 | 3,200.00 | 3,200.00 |
| 61-7142-395 | TRAVEL & TRAINING | | | | | | | | |
| | 4,939.28 | 5,200.00 | 6,500.00 | 5,430.48 | 83.54 | 4,500.00 | 4,500.00 | 4,500.00 | 4,500.00 |
| 61-7142-396 | ANALYSIS | | | | | | | | |
| | 19,338.23 | 26,500.00 | 27,000.00 | 18,353.09 | 67.97 | 24,000.00 | 27,000.00 | 27,000.00 | 27,000.00 |
| 61-7142-397 | CERTIFICATION/PERMIT FEES | | | | | | | | |
| | 8,430.00 | 9,800.00 | 9,800.00 | 8,730.00 | 89.08 | 9,500.00 | 9,800.00 | 9,800.00 | 9,800.00 |
| 61-7142-410 | LEASES/RENTALS | | | | | | | | |
| | 726.95 | 1,000.00 | 700.00 | 509.00 | 72.71 | 400.00 | 500.00 | 500.00 | 500.00 |
| 61-7142-454 | MAINTENANCE/GROUNDS | | | | | | | | |
| | 4,088.70 | 5,500.00 | 5,500.00 | 4,181.98 | 76.03 | 5,000.00 | 5,500.00 | 5,500.00 | 5,500.00 |
| 61-7142-460 | DEPRECIATION | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7142-491 | DUES/SUBSCRIPTIONS/INTERNET | | | | | | | | |
| | 5,985.68 | 9,500.00 | 5,300.00 | 3,207.15 | 60.51 | 5,300.00 | 5,400.00 | 5,400.00 | 5,400.00 |
| 61-7142-499 | FINES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7142-651 | CONTRACTED SERVICES | | | | | | | | |
| | 2,971.25 | 8,500.00 | 8,500.00 | 3,014.75 | 35.46 | 5,000.00 | 8,500.00 | 8,500.00 | 8,500.00 |
| 61-7142-664 | CONTRACT SVC-SLUDGE DISPOSAL | | | | | | | | |
| | 54,477.06 | 55,000.00 | 80,000.00 | 77,317.16 | 96.64 | 60,000.00 | 55,000.00 | 55,000.00 | 55,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 363,826.23 | 502,500.00 | 542,700.00 | 449,509.52 | 82.82 | 492,500.00 | 541,800.00 | 541,800.00 | 541,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|----------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| CAPITAL OUTLAY | | | | | | | | | |
| 61-7142-501 | CAPITAL OUTLAY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 45,000.00 | 45,000.00 |
| Please refer to Account #61-7142-501 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 45,000.00 | 45,000.00 |
| TOTAL WASTEWATER PLANT | | | | | | | | | |
| | 772,517.45 | 965,650.00 | 1,025,050.00 | 915,176.23 | 89.28 | 970,850.00 | 1,094,786.00 | 1,094,786.00 | 1,094,786.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
|----------------|----------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|

TOTAL OPERATING EXPENDITURES

| | | | | | | | | | |
|--|--------------|--------------|--------------|--------------|-------|--------------|--------------|--------------|--------------|
| | 5,031,031.26 | 3,987,075.00 | 4,156,342.00 | 3,700,455.46 | 89.03 | 3,972,393.35 | 4,422,475.00 | 4,422,475.00 | 4,422,475.00 |
|--|--------------|--------------|--------------|--------------|-------|--------------|--------------|--------------|--------------|

NONOPERATING EXPENDITURES

DEBT SERVICE

| | | | | | | | | | | | |
|-------------|---------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|
| 61-7199-714 | SDWA LOAN PRINCIPAL | 85,000.00 | 85,000.00 | 85,000.00 | 85,000.00 | 100.00 | 85,000.00 | 85,000.00 | 85,000.00 | 85,000.00 | 85,000.00 |
|-------------|---------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|

20 year loan for water improvements from a State revolving loan fund in the amount of \$1,700,000. First payment due 5/1/2004. Interest rate is 2.6%. Loan balance as of 6/30/16 equals 510,000.

| | | | | | | | | | | | |
|-------------|--------------------------------|------------|------------|------------|------------|-------|------------|------------|------------|------------|------------|
| 61-7199-715 | PRINCIPAL-BK. OF AMER.-RADIO I | 138,721.80 | 138,737.00 | 144,980.00 | 144,979.91 | 99.99 | 144,980.00 | 151,490.00 | 151,490.00 | 151,490.00 | 151,490.00 |
|-------------|--------------------------------|------------|------------|------------|------------|-------|------------|------------|------------|------------|------------|

15 year loan dated 1/18/2002 in the amount of \$1,700,000 for water and sewer lines to Radio Island and other improvements. Interest rate is 4.45%. Loan balance as of 6/30/16 equals \$151,485. NC State Port Authority reimburses the Town 40.20% of the debt service on this loan.

| | | | | | | | | | | | |
|-------------|------------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|
| 61-7199-717 | PRIN.-CLEAN WATER LOAN | 50,491.21 | 50,491.00 | 50,491.00 | 50,491.21 | 100.00 | 50,500.00 | 50,500.00 | 50,500.00 | 50,500.00 | 50,500.00 |
|-------------|------------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|

19 year loan in the amount of \$959,333 from a State nonrevolving loan fund for water improvements including an interconnection of the Morehead City and the Town of Newport. First payment due 5/1/2007. Interest rate is 4.02%. Loan balance as of 6/30/16 equals \$454,421. The Town of Newport reimburses Morehead City 14.35% of the debt service on this loan.

| | | | | | | | | | | | |
|-------------|--------------------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|
| 61-7199-718 | PRIN-SEWER IMPROV LOW INT LOAN | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 | 100.00 | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
|-------------|--------------------------------|-----------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|

20 year loan in the amount of \$1,000,000 from a State revolving loan fund for sewer improvements. First payment due 11/1/2005. Interest rate is 2.36%. Loan balance as of 6/30/2016 equals \$400,000.

| | | | | | | | | | | | |
|-------------|----------------|------------|------------|------------|------------|--------|------------|------------|------------|------------|------------|
| 61-9100-719 | PRINCIPAL-WWTP | 750,000.00 | 750,000.00 | 750,000.00 | 750,000.00 | 100.00 | 750,000.00 | 750,000.00 | 750,000.00 | 750,000.00 | 750,000.00 |
|-------------|----------------|------------|------------|------------|------------|--------|------------|------------|------------|------------|------------|

20 year loan in the amount of \$15,000,000 from a State revolving loan fund for the construction of the WWTP. First payment due 11/1/2009. Interest rate is 2.265%.

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| Loan balance as of 6/30/16 equals \$9,750,000. | | | | | | | | | |
| 61-9100-720 | PRIN-METER READ SYSTEM | | | | | | | | |
| | 268,742.61 | 268,743.00 | 136,360.00 | 136,359.89 | 99.99 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7 year loan dated 10/29/2008 in the amount of \$1,750,000 for the purchase/installation of the automated meter reading system. Interest was renegotiated to 1.97% effective 4/28/2012. Loan balance as of 6/30/16 is paid in full. | | | | | | | | | |
| 61-9100-721 | PRIN-LIFT ST. FED REVOLV LOAN | | | | | | | | |
| | 32,250.00 | 32,250.00 | 32,250.00 | 32,250.00 | 100.00 | 32,250.00 | 32,250.00 | 32,250.00 | 32,250.00 |
| 20 year loan in the amount of \$1,290,000 funded by ARRA via a State revolving loan fund for lift station improvements. Half of the loan principal was "forgiven" reducing the Town's repayment to \$645,000. Loan is interest free. First payment due 5/1/2011. Loan balance as of 6/30/16 equals \$451,500. | | | | | | | | | |
| 61-9100-722 | PRIN-WATER TREATMENT FED REVOL | | | | | | | | |
| | 75,000.00 | 75,000.00 | 75,000.00 | 75,000.00 | 100.00 | 75,000.00 | 75,000.00 | 75,000.00 | 75,000.00 |
| 20 year loan in the amount of \$3,000,000 funded by ARRA via a State revolving loan fund for water treatment facilities at the Bridges St. plant. Half of the loan principal was "forgiven" reducing the Town's repayment to \$1,500,000. Loan is interest free. First payment due 5/1/2011. Loan balance as of 6/30/16 equals \$1,125,000. | | | | | | | | | |
| 61-9100-723 | PRIN-WATER TREATMENT RDA | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 | 75,000.00 | 75,000.00 | 75,000.00 |
| 40 year loan in the amount of \$4,932,000 dated 4/23/2015 funded by USDA/RDA for water treatment facilities at Arthur Farm, Country Club, and Mayberry Loop roads. Interest rate is 2.75%. First two payments are interest only. First principal payment is due 6/1/2017. Loan balance as of 6/30/2016 equals \$4,932,000. | | | | | | | | | |
| 61-7199-726 | INTEREST-PD-SDWA LOAN | | | | | | | | |
| | 19,890.00 | 19,890.00 | 17,680.00 | 17,680.00 | 100.00 | 17,680.00 | 15,470.00 | 15,470.00 | 15,470.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|----------------|--------------------------------|------------|----------------|----------------------|------------|--------------------|--------------|-------------------|------------------|
| 61-7199-727 | INTEREST-ACRD-SDWA LOAN | -363.29 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7199-728 | INTEREST-BK. OF AMER.-RADIO IS | 17,841.46 | 17,826.00 | 11,584.00 | 11,583.35 | 99.99 | 11,584.00 | 5,080.00 | 5,080.00 |
| 61-7199-729 | INTEREST ACRD-LOAN-BANK AMER R | -2,756.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7199-732 | INTEREST PD-WATER IMPROV LOAN | 22,327.22 | 22,328.00 | 20,298.00 | 20,297.46 | 99.99 | 20,298.00 | 18,270.00 | 18,270.00 |
| 61-7199-733 | INTEREST ACRD-WATER IMPROV LOA | -333.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-7199-734 | INTEREST PD-SEWER IMPROV LOAN | 12,980.00 | 12,980.00 | 11,800.00 | 11,800.00 | 100.00 | 11,800.00 | 10,620.00 | 10,620.00 |
| 61-7199-735 | INTEREST ACRD-SEWER IMPROV LOA | -193.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-9100-749 | INTEREST PD-VVWTP | 254,812.50 | 254,813.00 | 237,825.00 | 237,825.00 | 100.00 | 237,825.00 | 220,900.00 | 220,900.00 |
| 61-9100-779 | INTEREST ACRD-VVWTP | -2,792.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-9100-750 | INT PD-METER READ SYSTEM | 6,663.45 | 6,663.00 | 1,344.00 | 1,343.14 | 99.93 | 0.00 | 0.00 | 0.00 |
| 61-9100-780 | INT ACRD-METER READ SYSTEM | -913.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-9100-753 | INT PD-WATER TREATMENT RDA | 15,235.15 | 16,000.00 | 135,630.00 | 135,630.00 | 100.00 | 135,630.00 | 135,630.00 | 135,630.00 |
| 61-9100-783 | INT ACRD-WATER TREATMENT RDA | 10,776.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-9100-799 | INT ACRD-BANK OF AMER BAN-WTP | 21,757.55 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| TOTAL DEBT SERVICE | | | | | | | | | |
| | 1,825,135.08 | 1,800,721.00 | 1,760,242.00 | 1,760,239.96 | 99.99 | 1,697,547.00 | 1,675,210.00 | 1,675,210.00 | 1,675,210.00 |
| OTHER NON-OPERATING EXPENDITURES | | | | | | | | | |
| 61-7181-691 | REIMB. OF EXTENSION FEES | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER NON-OPERATING | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL NONOPERATING EXPENDITURES | | | | | | | | | |
| | 1,825,135.08 | 1,800,721.00 | 1,760,242.00 | 1,760,239.96 | 99.99 | 1,697,547.00 | 1,675,210.00 | 1,675,210.00 | 1,675,210.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

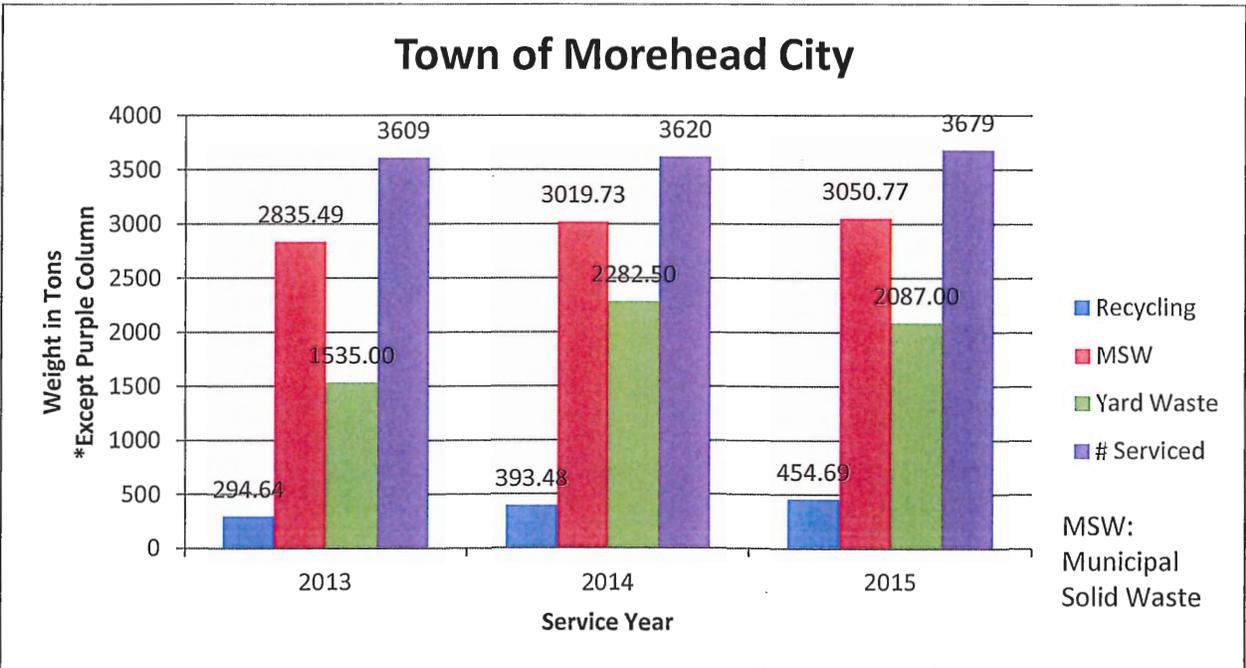
| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------------|--------------------------------|--------------|----------------|----------------------|--------------|--------------------|--------------|-------------------|------------------|
| OTHER FINANCING USES | | | | | | | | | |
| TRANSFERS TO OTHER FUNDS | | | | | | | | | |
| 61-9840-065 | TFR TO W/S EXT/IMPR CAP PROJ F | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61-9840-067 | TRANSFER TO W/S CAP PROJ | 346,466.61 | 688,000.00 | 925,300.00 | 15,914.88 | 1.72 | 627,000.00 | 995,000.00 | 995,000.00 |
| 61-9840-074 | TFR TO WATER TREATMENT CAP PRO | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL TRANSFERS TO OTHER FUNDS | | | | | | | | | |
| | | 346,466.61 | 688,000.00 | 925,300.00 | 15,914.88 | 1.72 | 627,000.00 | 995,000.00 | 995,000.00 |
| 61-7199-991 | CONTINGENCY | 0.00 | 83,279.00 | 134,383.00 | 0.00 | 0.00 | 134,383.00 | 132,674.00 | 132,674.00 |
| TOTAL OTHER FINANCING USES | | | | | | | | | |
| | | 346,466.61 | 771,279.00 | 1,059,683.00 | 15,914.88 | 1.50 | 761,383.00 | 1,127,674.00 | 1,127,674.00 |
| REIMBURSEMENTS(CONTRA) | | | | | | | | | |
| 61-4201-062 | REIMB INDIRECT SANITATION OVER | -53,400.00 | -53,400.00 | -55,200.00 | -55,200.00 | 100.00 | -55,200.00 | -57,300.00 | -57,300.00 |
| TOTAL REIMBURSEMENTS | | | | | | | | | |
| | | -53,400.00 | -53,400.00 | -55,200.00 | -55,200.00 | 100.00 | -55,200.00 | -57,300.00 | -57,300.00 |
| 61-9930-993 | RESERVED FOR FUTURE APPROP. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL WATER/SEWER EXPENDITURES | | | | | | | | | |
| | | 7,149,232.95 | 6,505,675.00 | 6,921,067.00 | 5,421,410.30 | 78.33 | 6,376,123.35 | 7,168,059.00 | 7,168,059.00 |

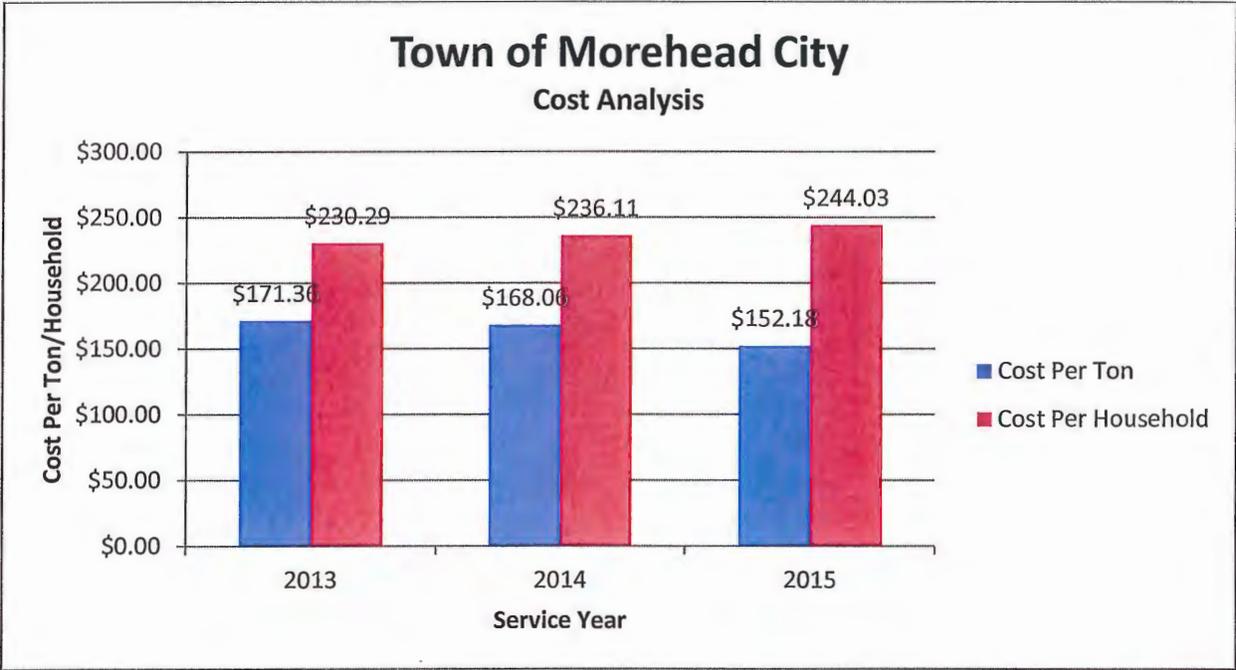
Sanitation

Public Works, have you ever taken a moment to think about what that means exactly? According to the Miriam Webster Dictionary it means; works (such as highways and docks) constructed for public use or enjoyment especially when financed and owned by the government. Not only does the Town of Morehead City construct many of the amenities offered by the Town, they also maintain them and offer so much more to the citizens of Morehead City.

One of the most important duties of the Public Works Department is keeping Morehead City the shining jewel of the “Crystal Coast.” Can you imagine walking through Morehead City and seeing more 3,000 tons of garbage piled up along our streets? Each resident that has trash service with the Town generates almost 1,500 pounds of trash per year which is almost one (1) ton per household. Thank goodness we have help getting rid of all the trash our City produces. Waste Industries has partnered with the City to keep our city beautiful. The City also takes tremendous pride in offering our residents the opportunity to recycle, in 2014 the City “rolled out” 96 gallon recycling carts to eligible residents to replace the smaller 17 gallon recycle bins. We are proud to say that since the “roll out” recycling participation has increased by almost 13.5 percent over 2014, for a total of 454.69 tons of recycled materials. Due to an increased number of residents and greater participation in recycling the cost per ton to process our municipal solid waste and recycling has decreased year after year. Morehead City also provides in-house yard debris pickup. Yard debris is any organic material produced from yard maintenance. The City’s Sanitation staff is responsible for the pickup and disposal of yard debris to appropriate landfill locations. The City picked up and disposed of approximately 2,090 tons of yard debris in 2015.

The following graphs illustrate both the tons of recycling and waste produced and the cost per ton and household.





The Town of Morehead City delivers, picks up, maintains, and tracks on average 3,370 trash carts per month. Anytime a resident moves to or from Morehead City the Town will deliver, or pick up a trash cart. If a resident has a cart that has been damaged due to wear and repeated use, the Town will fix and/or replace it. Each trash receptacle has its own unique “cart number” that is used by the Town to track the location of each cart. An average of 55 hours each month is dedicated to making sure each trash cart is maintained and accounted for.

This is just one small but vitally important service that the Town of Morehead City’s Public Works Department is proud to be a part of, let us take a look at some of the other tasks that the Public Works Department has their hands in of which you may not be aware.



You never know who you are going to find visiting Morehead City.

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|---------------------------|------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| SOLID WASTE FUND REVENUES | | | | | | | | |
| OPERATING REVENUE | | | | | | | | |
| SALES & SERVICES | | | | | | | | |
| 62-3760-510 | REFUSE COLLECTIONS-CARTS | | | | | | | |
| | 945,156.60 | 920,000.00 | 920,000.00 | 864,610.85 | 93.97 | 920,000.00 | 920,000.00 | 920,000.00 |
| <hr/> | | | | | | | | |
| TOTAL SALES & SERVICES | 945,156.60 | 920,000.00 | 920,000.00 | 864,610.85 | 93.97 | 920,000.00 | 920,000.00 | 920,000.00 |
| MISCELLANEOUS REVENUE | | | | | | | | |
| 62-3839-890 | MISCELLANEOUS | | | | | | | |
| | 725.00 | 0.00 | 0.00 | 650.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-3839-891 | MISC. REVENUE-BAD CHECK FEES | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL MISCELLANEOUS | 725.00 | 0.00 | 0.00 | 650.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL OPERATING REVENUE | 945,881.60 | 920,000.00 | 920,000.00 | 865,260.85 | 94.05 | 920,000.00 | 920,000.00 | 920,000.00 |
| NONOPERATING REVENUE | | | | | | | | |
| 62-3301-231 | FEMA REIMBURSEMENT | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-3471-320 | SOLID WASTE DISPOSAL TAX | | | | | | | |
| | 6,021.40 | 5,000.00 | 6,000.00 | 4,544.07 | 75.73 | 5,700.00 | 5,700.00 | 5,700.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|----------------------------|-------------------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| 62-3471-362 | COMM WASTE REDUCTION/RECYCLE GRANT | | | | | | | |
| | 32.00 | 0.00 | 0.00 | 56.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-3471-363 | CURBSIDE RECYCLE ROLLOUT CART GRANT | | | | | | | |
| | 75,000.00 | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-3831-491 | INTEREST EARNINGS | | | | | | | |
| | 256.97 | 100.00 | 100.00 | 590.81 | 590.81 | 500.00 | 500.00 | 500.00 |
| 62-3835-820 | SALE OF SURPLUS PROPERTY | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-3839-850 | INSURANCE REIM/REFUNDS | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 135.94 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL NONOPERATING REV | 81,310.37 | 80,100.00 | 6,100.00 | 5,326.82 | 87.32 | 6,200.00 | 6,200.00 | 6,200.00 |
| <hr/> | | | | | | | | |
| OTHER FINANCING SOURCES | | | | | | | | |
| 62-3991-991 | APPROPRIATED FUND BALANCE | | | | | | | |
| | 0.00 | 137,400.00 | 10,900.00 | 0.00 | 0.00 | 0.00 | 27,527.00 | 27,527.00 |
| <hr/> | | | | | | | | |
| TOTAL FINANCING SOURCES | 0.00 | 137,400.00 | 10,900.00 | 0.00 | 0.00 | 0.00 | 27,527.00 | 27,527.00 |
| <hr/> | | | | | | | | |
| TOTAL SOLID WASTE REVENUES | 1,027,191.97 | 1,137,500.00 | 937,000.00 | 870,587.67 | 92.91 | 926,200.00 | 953,727.00 | 953,727.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--|-------------------------|-----------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| SOLID WASTE FUND EXPENDITURES | | | | | | | | | |
| OPERATING EXPENDITURES | | | | | | | | | |
| SALARIES & BENEFITS | | | | | | | | | |
| 62-4710-121 | SALARIES | | | | | | | | |
| | 25,677.29 | 25,700.00 | 26,625.00 | 26,692.80 | 100.25 | 26,625.00 | 26,382.00 | 26,382.00 | 26,382.00 |
| FYE 6/30/16 - Department is authorized and funded for 1 full time position. FYE 6/30/17 - Department requests to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. FYE 6/30/17 - Council approved to maintain current staffing. | | | | | | | | | |
| 62-4710-122 | OVERTIME | | | | | | | | |
| | 102.42 | 750.00 | 750.00 | 309.23 | 41.23 | 750.00 | 750.00 | 750.00 | 750.00 |
| 62-4710-125 | ALLOWANCE | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-4710-126 | PARTTIME SALARIES | | | | | | | | |
| | 9,725.05 | 11,500.00 | 11,550.00 | 11,090.72 | 96.02 | 11,550.00 | 11,625.00 | 11,625.00 | 11,625.00 |
| FYE 6/30/17 - Department is authorized and funded for 1 part time seasonal position. FYE 6/30/17 - Department request to maintain current staffing. FYE 6/30/17 - Manager recommends to maintain current staffing. | | | | | | | | | |
| 62-4710-134 | SUPPLEMENTAL RETIREMENT | | | | | | | | |
| | 1,287.48 | 1,325.00 | 1,375.00 | 1,334.64 | 97.06 | 1,375.00 | 1,357.00 | 1,357.00 | 1,357.00 |
| 62-4710-181 | FICA | | | | | | | | |
| | 2,716.17 | 2,900.00 | 2,975.00 | 2,914.15 | 97.95 | 2,975.00 | 2,965.00 | 2,965.00 | 2,965.00 |
| 62-4710-183 | RETIREMENT | | | | | | | | |
| | 1,820.49 | 1,875.00 | 1,950.00 | 1,801.76 | 92.39 | 1,950.00 | 1,967.00 | 1,967.00 | 1,967.00 |
| 62-4710-184 | GROUP INSURANCE | | | | | | | | |
| | 5,230.56 | 5,250.00 | 5,300.00 | 5,325.36 | 100.47 | 5,300.00 | 5,772.00 | 5,772.00 | 5,772.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|--------------------------------|-------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 62-4710-185 | UNEMPLOYMENT | | | | | | | | |
| | 0.00 | 425.00 | 25.00 | 14.90 | 59.60 | 25.00 | 25.00 | 25.00 | 25.00 |
| 62-4710-186 | WORKERS COMPENSATION | | | | | | | | |
| | 1,877.62 | 2,250.00 | 2,650.00 | 2,630.88 | 99.27 | 2,550.00 | 2,646.00 | 2,646.00 | 2,646.00 |
| 62-4710-189 | OTHER POSTEMPLOYMENT BENEFITS | | | | | | | | |
| | 350.00 | 350.00 | 350.00 | 350.00 | 100.00 | 350.00 | 400.00 | 400.00 | 400.00 |
| TOTAL SALARIES/BENEFITS | | | | | | | | | |
| | 48,787.08 | 52,325.00 | 53,550.00 | 52,464.44 | 97.97 | 53,450.00 | 53,889.00 | 53,889.00 | 53,889.00 |
| OTHER YARDWASTE COSTS | | | | | | | | | |
| 62-4710-212 | UNIFORMS | | | | | | | | |
| | 552.04 | 725.00 | 1,350.00 | 835.25 | 61.87 | 1,350.00 | 1,450.00 | 1,450.00 | 1,450.00 |
| 62-4710-250 | GAS, OIL, TIRES | | | | | | | | |
| | 12,368.10 | 18,000.00 | 17,925.00 | 9,134.56 | 50.95 | 17,925.00 | 17,925.00 | 17,925.00 | 17,925.00 |
| 62-4710-351 | MAINTENANCE/BUILDING | | | | | | | | |
| | 1,080.00 | 1,100.00 | 1,900.00 | 1,080.00 | 56.84 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 |
| 62-4710-352 | MAINTENANCE/EQUIPMENT | | | | | | | | |
| | 61.19 | 350.00 | 500.00 | 1.44 | 0.28 | 500.00 | 500.00 | 500.00 | 500.00 |
| 62-4710-353 | MAINTENANCE/VEHICLES | | | | | | | | |
| | 17,004.62 | 17,000.00 | 12,000.00 | 6,402.57 | 53.35 | 12,000.00 | 12,000.00 | 12,000.00 | 12,000.00 |
| 62-4710-380 | INFORMATION TECHNOLOGY | | | | | | | | |
| | 0.00 | 0.00 | 75.00 | 50.98 | 67.97 | 75.00 | 75.00 | 75.00 | 75.00 |
| 62-4710-395 | TRAVEL & TRAINING | | | | | | | | |
| | 50.00 | 200.00 | 250.00 | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 | 250.00 |
| 62-4710-410 | LEASES | | | | | | | | |
| | 2,124.00 | 2,500.00 | 2,500.00 | 2,124.00 | 84.96 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 62-4710-450 | INSURANCE | | | | | | | | |
| | 2,005.14 | 4,000.00 | 4,000.00 | 2,820.68 | 70.51 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|------------------------------------|------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 62-4710-451 | INSURANCE-RESERVE/CLAIMS | | | | | | | | |
| | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 | 200.00 | 200.00 | 200.00 |
| 62-4710-460 | DEPRECIATION | | | | | | | | |
| | 26,783.18 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 62-4710-651 | CONTRACTED SERVICES | | | | | | | | |
| | 8,079.81 | 8,000.00 | 2,000.00 | 1,828.37 | 91.41 | 2,000.00 | 8,000.00 | 8,000.00 | 8,000.00 |
| TOTAL OTHER YARDWASTE COSTS | | | | | | | | | |
| | 70,108.08 | 52,075.00 | 42,700.00 | 24,277.85 | 56.85 | 42,700.00 | 48,800.00 | 48,800.00 | 48,800.00 |
| OTHER | | | | | | | | | |
| 62-4710-191 | AUDIT | | | | | | | | |
| | 2,225.00 | 2,400.00 | 2,300.00 | 2,200.00 | 95.65 | 2,200.00 | 1,860.00 | 1,860.00 | 1,860.00 |
| 62-4710-192 | LEGAL SERVICES | | | | | | | | |
| | 262.80 | 300.00 | 300.00 | 0.00 | 0.00 | 300.00 | 300.00 | 300.00 | 300.00 |
| 62-4710-201 | DEPARTMENTAL SUPPLIES | | | | | | | | |
| | 8,239.61 | 8,300.00 | 7,900.00 | 7,459.73 | 94.42 | 6,800.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 62-4710-485 | REIMB GENERAL FUND-INDIRECT | | | | | | | | |
| | 79,200.00 | 79,200.00 | 87,600.00 | 87,600.00 | 100.00 | 87,600.00 | 84,000.00 | 84,000.00 | 84,000.00 |
| 62-4710-486 | REIMB W/S FUND-INDIRECT | | | | | | | | |
| | 53,400.00 | 53,400.00 | 55,200.00 | 55,200.00 | 100.00 | 55,200.00 | 57,300.00 | 57,300.00 | 57,300.00 |
| 62-4710-492 | BAD DEBT EXPENSE | | | | | | | | |
| | 3,723.31 | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| TOTAL OTHER | | | | | | | | | |
| | 147,050.72 | 148,600.00 | 158,300.00 | 152,459.73 | 96.31 | 157,100.00 | 158,460.00 | 158,460.00 | 158,460.00 |
| CONTRACTED SVC-TIP FEES | | | | | | | | | |
| 62-4710-667 | CONTR SVC-RES CARTS/TIP FEES | | | | | | | | |
| | 158,029.73 | 175,000.00 | 175,000.00 | 146,004.58 | 83.43 | 175,000.00 | 175,000.00 | 175,000.00 | 175,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|-------------------------------------|------------------------------|--------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 62-4710-668 | CONTR SVC-YARDWASTE/TIP FEES | | | | | | | | |
| | 39,130.00 | 30,000.00 | 35,000.00 | 30,480.00 | 87.08 | 35,000.00 | 35,000.00 | 35,000.00 | 35,000.00 |
| 62-4710-669 | CONTR SVC-BULK-CD/TIP FEES | | | | | | | | |
| | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| TOTAL CNTR SVC-TIP FEE | | | | | | | | | |
| | 197,159.73 | 205,500.00 | 210,500.00 | 176,484.58 | 83.84 | 210,500.00 | 210,500.00 | 210,500.00 | 210,500.00 |
| CONTRACTED SVC-PICKUP | | | | | | | | | |
| 62-4710-672 | CONTR SVC-WHITE GOODS PU | | | | | | | | |
| | 41,553.84 | 43,300.00 | 43,300.00 | 39,602.58 | 91.46 | 43,300.00 | 44,300.00 | 44,300.00 | 44,300.00 |
| 62-4710-673 | CONTR SVC-C&D PU | | | | | | | | |
| | 46,020.71 | 48,000.00 | 48,000.00 | 43,239.84 | 90.08 | 48,000.00 | 49,000.00 | 49,000.00 | 49,000.00 |
| 62-4710-674 | CONTR SVC-RESIDENTIAL | | | | | | | | |
| | 251,015.67 | 255,000.00 | 255,000.00 | 225,089.61 | 88.27 | 255,000.00 | 261,000.00 | 261,000.00 | 261,000.00 |
| 62-4710-675 | CONTR SVC-RECYCLING | | | | | | | | |
| | 105,153.24 | 119,500.00 | 98,400.00 | 86,882.53 | 88.29 | 98,400.00 | 100,000.00 | 100,000.00 | 100,000.00 |
| TOTAL CONTR SVC-PICKUP | | | | | | | | | |
| | 443,743.46 | 465,800.00 | 444,700.00 | 394,814.56 | 88.78 | 444,700.00 | 454,300.00 | 454,300.00 | 454,300.00 |
| CAPITAL OUTLAY | | | | | | | | | |
| 62-4710-501 | CAPITAL OUTLAY | | | | | | | | |
| | 171,735.67 | 185,850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CAPITAL OUTLAY | | | | | | | | | |
| | 171,735.67 | 185,850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OPERATING EXPENDITURES | | | | | | | | | |
| | 1,078,584.74 | 1,110,150.00 | 909,750.00 | 800,501.16 | 87.99 | 908,450.00 | 925,949.00 | 925,949.00 | 925,949.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---------------------------------------|---------------------------|--------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| NONOPERATING EXPENDITURES | | | | | | | | | |
| 62-4710-991 | CONTINGENCY | | | | | | | | |
| | 0.00 | 27,350.00 | 27,250.00 | 0.00 | 0.00 | 0.00 | 27,778.00 | 27,778.00 | 27,778.00 |
| 62-9930-993 | DESIG. FOR FUTURE APPROP. | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SOLID WASTE EXPENDITURES | | | | | | | | | |
| | 1,078,584.74 | 1,137,500.00 | 937,000.00 | 800,501.16 | 85.43 | 908,450.00 | 953,727.00 | 953,727.00 | 953,727.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|----------------------------------|-------------------------------|-------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| WATER/SEWER CAP PROJECT REVENUES | | | | | | | | |
| INVESTMENT EARNINGS | | | | | | | | |
| 67-3831-491 | INTEREST EARNINGS | | | | | | | |
| | -76.63 | 0.00 | 0.00 | -318.74 | 0.00 | 120.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL INVEST EARNINGS | -76.63 | 0.00 | 0.00 | -318.74 | 0.00 | 120.00 | 0.00 | 0.00 |
| OTHER FINANCING SOURCES | | | | | | | | |
| 67-3984-068 | TRANSFER FROM W/S CAP RESV | | | | | | | |
| | 10,000.00 | 55,000.00 | 40,000.00 | 0.00 | 0.00 | 20,000.00 | 50,000.00 | 50,000.00 |
| 67-3984-069 | TRANSFER FROM REBATE W/S FUND | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 67-3986-061 | TRANSFER FROM W/S FUND | | | | | | | |
| | 346,466.61 | 688,000.00 | 925,300.00 | 15,914.88 | 1.72 | 627,000.00 | 995,000.00 | 995,000.00 |
| <hr/> | | | | | | | | |
| TOTAL FINANCING SOURCES | 356,466.61 | 743,000.00 | 965,300.00 | 15,914.88 | 1.64 | 647,000.00 | 1,045,000.00 | 1,045,000.00 |
| <hr/> | | | | | | | | |
| TOTAL W/S C PROJ REVENUES | 356,389.98 | 743,000.00 | 965,300.00 | 15,596.14 | 1.61 | 647,120.00 | 1,045,000.00 | 1,045,000.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------------|------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| WATER/SEWER CAP PROJECT EXPENDITURES | | | | | | | | | |
| 67-8180-194 | ENGINEERING | | | | | | | | |
| | 10,000.00 | 10,000.00 | 20,000.00 | 20,000.00 | 100.00 | 20,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| Please refer to Account #67-8180-194 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 67-8180-550 | OTHER EQUIPMENT | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 67-8180-551 | SCADA/WELL CONTROL SYSTEM | | | | | | | | |
| | 12,347.45 | 50,000.00 | 49,000.00 | 14,951.56 | 30.51 | 45,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| Please refer to Account #67-8180-551 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 67-8180-570 | PURCHASE OF LAND | | | | | | | | |
| | 0.00 | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| Please refer to Account #67-8180-570 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 67-8180-591 | INDIV. SEWER REHAB. PILOT PROJ | | | | | | | | |
| | 0.00 | 15,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| Please refer to Account #67-8180-591 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 67-8180-594 | LIFT ST & FORCE MAIN REPAIRS/I | | | | | | | | |
| | 90,757.87 | 257,750.00 | 435,300.00 | 170,239.63 | 39.10 | 322,000.00 | 425,000.00 | 425,000.00 | 425,000.00 |
| Please refer to Account #67-8180-594 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |
| 67-8180-595 | WELL RELINING REPAIR | | | | | | | | |
| | 5,600.00 | 40,000.00 | 41,000.00 | 40,066.97 | 97.72 | 30,000.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| Please refer to Account #67-8180-595 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | | |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|------------------------------------|---|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| 67-8180-596 | REPAIR & EXTENSION | | | | | | | | |
| | 118,014.65 | 160,250.00 | 200,000.00 | 95,011.69 | 47.50 | 85,000.00 | 300,000.00 | 300,000.00 | 300,000.00 |
| | Please refer to Account #67-8180-596 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | |
| 67-8180-597 | WS IMPROV RELATED TO STREET P | | | | | | | | |
| | 26,139.01 | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 5,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| | Please refer to Account #67-8180-597 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | |
| 67-8180-599 | SLIP LINING/I&I REDUCTION | | | | | | | | |
| | 43,625.00 | 100,000.00 | 100,000.00 | 78,207.36 | 78.20 | 90,000.00 | 100,000.00 | 100,000.00 | 100,000.00 |
| | Please refer to Account #67-8180-599 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | |
| 67-8180-653 | CONTRACTED SVC-MAPPING | | | | | | | | |
| | 49,982.63 | 50,000.00 | 50,000.00 | 50,000.00 | 100.00 | 0.00 | 0.00 | 50,000.00 | 50,000.00 |
| | Please refer to Account #67-8180-653 on the Capital Outlay Schedule in the last section for the detail of this expenditure. | | | | | | | | |
| TOTAL W/S PROJ EXPENDITURES | | | | | | | | | |
| | 356,466.61 | 743,000.00 | 965,300.00 | 468,477.21 | 48.53 | 597,000.00 | 995,000.00 | 1,045,000.00 | 1,045,000.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|---------------------------------------|----------------------|-------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| W/S CAP RESERVE FUND REVENUES | | | | | | | | |
| INVESTMENT EARNINGS | | | | | | | | |
| 68-3831-491 INTEREST EARNINGS | 1,242.12 | 0.00 | 1,200.00 | 2,625.88 | 218.82 | 2,200.00 | 1,800.00 | 1,800.00 |
| <hr/> | | | | | | | | |
| TOTAL INVEST EARNINGS | 1,242.12 | 0.00 | 1,200.00 | 2,625.88 | 218.82 | 2,200.00 | 1,800.00 | 1,800.00 |
| OTHER FINANCING SOURCES | | | | | | | | |
| 68-3713-530 SEWER IMPACT FEES | 74,867.44 | 60,000.00 | 60,000.00 | 172,357.27 | 287.26 | 155,000.00 | 65,000.00 | 65,000.00 |
| 68-3713-531 WATER IMPACT FEES | 40,683.72 | 35,000.00 | 35,000.00 | 89,264.73 | 255.04 | 80,000.00 | 40,000.00 | 40,000.00 |
| 68-3991-991 APPROPRIATED FUND BALANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL FINANCING SOURCES | 115,551.16 | 95,000.00 | 95,000.00 | 261,622.00 | 275.39 | 235,000.00 | 105,000.00 | 105,000.00 |
| <hr/> | | | | | | | | |
| TOTAL W/S RESV REVENUES | 116,793.28 | 95,000.00 | 96,200.00 | 264,247.88 | 274.68 | 237,200.00 | 106,800.00 | 106,800.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------------|----------------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| WATER/SEWER CAPITAL RESERVE EXPENDITURES | | | | | | | | | |
| OTHER FINANCING USES | | | | | | | | | |
| 68-9840-067 | TRANSFER TO W/S CAPITAL PROJ | | | | | | | | |
| | 10,000.00 | 55,000.00 | 40,000.00 | 0.00 | 0.00 | 20,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| TOTAL FINANCING USES | | | | | | | | | |
| | 10,000.00 | 55,000.00 | 40,000.00 | 0.00 | 0.00 | 20,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| 68-9910-991 | CONTINGENCY | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 68-9930-993 | RESERVED FOR FUTURE APPROPRIAT | | | | | | | | |
| | 0.00 | 40,000.00 | 56,200.00 | 0.00 | 0.00 | 0.00 | 56,800.00 | 56,800.00 | 56,800.00 |
| TOTAL WATER/SEWER RESERVE EXP'S | | | | | | | | | |
| | 10,000.00 | 95,000.00 | 96,200.00 | 0.00 | 0.00 | 20,000.00 | 106,800.00 | 106,800.00 | 106,800.00 |

TOWN OF MOREHEAD CITY
REVENUE WORKSHEET REPORT

| Account Number | Previous Year Actual | Previous Year Budget | Current Budget | Revenue To Date | % Spent | Estimated Entire Year | Estimated Next Year | Council Approved |
|------------------------------------|---------------------------|----------------------|----------------|-----------------|---------|-----------------------|---------------------|------------------|
| W/S REBATABLE CAP RESERVE REVENUES | | | | | | | | |
| INVESTMENT EARNINGS | | | | | | | | |
| 69-3831-491 | INTEREST EARNINGS | | | | | | | |
| | 216.26 | 0.00 | 200.00 | 414.31 | 207.15 | 400.00 | 300.00 | 300.00 |
| <hr/> | | | | | | | | |
| TOTAL INVEST EARNINGS | 216.26 | 0.00 | 200.00 | 414.31 | 207.15 | 400.00 | 300.00 | 300.00 |
| OTHER FINANCING SOURCES | | | | | | | | |
| 69-3833-840 | EXTENSION FEES | | | | | | | |
| | 7,854.08 | 5,000.00 | 5,000.00 | 9,048.00 | 180.96 | 8,000.00 | 6,000.00 | 6,000.00 |
| 69-3991-991 | APPROPRIATED FUND BALANCE | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | | | |
| TOTAL FINANCING SOURCES | 7,854.08 | 5,000.00 | 5,000.00 | 9,048.00 | 180.96 | 8,000.00 | 6,000.00 | 6,000.00 |
| <hr/> | | | | | | | | |
| TOTAL REBATABLE REVENUES | 8,070.34 | 5,000.00 | 5,200.00 | 9,462.31 | 181.96 | 8,400.00 | 6,300.00 | 6,300.00 |

TOWN OF MOREHEAD CITY
EXPENSE WORKSHEET REPORT

| Account Number | Previous Year Actual | Year Budget | Current Budget | Expended/ Encumbered | % Spent | Est Annual Expense | Dept Request | Manager Recommend | Council Approved |
|---|--------------------------------|-------------|----------------|----------------------|---------|--------------------|--------------|-------------------|------------------|
| W/S REBATABLE CAP RESERVE EXPENDITURES | | | | | | | | | |
| OTHER | | | | | | | | | |
| 69-9300-840 | REBATE F/R CONTRIBUTED CAPITAL | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER FINANCING USES | | | | | | | | | |
| 69-9840-065 | TFR TO W/S EXT/IMP CAP PROJ FU | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 69-9840-067 | TRANSFER TO W/S CAP PROJ FUND | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER FINANCING USES | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 69-9930-993 | RESERVED FOR FUTURE APPROP | | | | | | | | |
| | 0.00 | 5,000.00 | 5,200.00 | 0.00 | 0.00 | 0.00 | 6,300.00 | 6,300.00 | 6,300.00 |
| TOTAL W/S REBATABLE EXP'S | | | | | | | | | |
| | 0.00 | 5,000.00 | 5,200.00 | 0.00 | 0.00 | 0.00 | 6,300.00 | 6,300.00 | 6,300.00 |

**TABLE 4
TOWN OF MOREHEAD CITY
FY 2016-2017 OPERATING BUDGET-CAPITAL OUTLAY PROPOSALS**

| DEPARTMENT | Account # | ITEM | DEPARTMENT REQUEST | MANAGER RECOMMENDED | COUNCIL APPROVED |
|--|-------------|---|--------------------|---------------------|------------------|
| General Fund | | | | | |
| Mayor/Town Council | 10-4110-501 | Design & installation of new audio-visual system | \$30,000 | \$30,000 | |
| Central Services | 10-4200-501 | Renovate city hall entrance for ADA accessibility, and Financial Software | \$150,000 | \$150,000 | |
| Information Technology | 10-4210-381 | Phone Upgrades | \$10,000 | \$10,000 | |
| | 10-4210-382 | Document Imaging Backup Appliance, Software/Licensing/Support, and Dell VRTX Server | \$25,570 | \$25,570 | |
| | 10-4210-384 | | \$44,886 | \$44,886 | |
| Cemetery, Building & Grounds | 10-4190-501 | Purchase zero-turn mower with trailer to replace 11 year old Toro | \$10,000 | \$10,000 | |
| Garage | 10-4250-501 | New garage facility | \$500,000 | \$500,000 | |
| Subtotal General Government | | | \$770,456 | \$770,456 | \$0 |
| Police | | Radio maintenance | \$27,200 | \$27,200 | |
| | | CiD Crime scene trailer | \$5,000 | \$5,000 | |
| | | Dodge durango + equipment, striping, taxes, & tags | \$34,200 | \$34,200 | |
| | | 4 Dodge Chargers (@ 23158 ea) + equipment, striping, taxes, & tags | \$120,900 | \$120,900 | |
| | | 4 Watchguard cameras | \$20,000 | \$20,000 | |
| | 10-4310-501 | Subtotal Police | \$207,300 | \$207,300 | \$0 |
| Federal Forfeiture Funds (Police) | 10-4311-501 | Restricted funds-use not yet determined | \$3,769 | \$3,769 | |
| Recreation | 10-6120-501 | Renovate west restrooms, Exterior hardy board repairs & painting, and build pickleball courts in courtyard. | \$75,000 | \$75,000 | \$0 |
| Parks | 10-6130-501 | Playground new equipment & repairs | \$10,000 | \$10,000 | |
| | 10-6130-501 | Shevans Park-renovate tennis courts | \$120,000 | \$120,000 | |
| | 10-6130-501 | Shevans Park-renovate tennis court lighting | \$100,000 | \$100,000 | |
| | 10-6130-501 | Underdrain for Rotary Park field #2 section | \$70,000 | \$0 | |
| Library | 10-6110-501 | HVAC & Electrical upgrades | \$42,000 | \$42,000 | \$0 |
| Subtotal Culture & Recreational | | | \$417,000 | \$347,000 | \$0 |
| Transportation | 10-4510-501 | Replace Christmas Decorations | \$17,000 | \$17,000 | |
| | 10-4510-501 | New Christmas Tree Section | \$6,000 | \$6,000 | |
| | 10-4510-501 | Purchase Asphalt Reclaimer | \$40,000 | \$0 | |
| | 10-4510-501 | Replace Vehicle #4531 | \$25,500 | \$25,000 | |
| | 10-4510-501 | Purchase Double Drum Asphalt Roller | \$17,000 | \$17,000 | |
| Powell Bill | 10-4515-580 | Curb & Gutter | \$2,500 | \$2,500 | |
| | 10-4515-582 | Sidewalks-Construction & Maintenance | \$30,000 | \$30,000 | |
| | 10-4515-594 | Drainage & Storm Sewer | \$18,000 | \$18,000 | |
| Subtotal Highways & Streets | | | \$156,000 | \$115,500 | \$0 |
| Total General Fund | | | \$1,554,525 | \$1,444,025 | \$0 |
| Fire/EMS Fund | 28-4340-501 | Replace Command Staff Vehicle | \$35,000 | \$35,000 | |
| Total Fire/EMS Fund | | | \$35,000 | \$35,000 | \$0 |

**TABLE 4
TOWN OF MOREHEAD CITY
FY 2016-2017 OPERATING BUDGET-CAPITAL OUTLAY PROPOSALS**

| DEPARTMENT | Account # | ITEM | DEPARTMENT REQUEST | MANAGER RECOMMENDED | COUNCIL APPROVED |
|---|---|--|-----------------------|------------------------|---------------------|
| Water/Sewer Fund | | | | | |
| Water Dist/Sewer Collection | | Mini Excavator with Trailer | \$49,000 | \$49,000 | |
| | | Replace Cam Trailer with New Camera Van | \$158,000 | \$158,000 | |
| | | Replace 2003 F150 (#6214) @142,759 miles for New F150 | \$25,000 | \$25,000 | |
| | 61-7135-501 | Subtotal Water Distbr/Sewer Collection | \$232,000 | \$232,000 | \$0 |
| Water Treatment Plant | | Replace 2006 F250 (#6108) @111,033 miles for New F250 | \$45,000 | \$45,000 | |
| | 61-7142-501 | Subtotal Water Treatment Plant | \$45,000 | \$45,000 | \$0 |
| TOTAL WATER/SEWER OPERATING FUND | | | \$277,000 | \$277,000 | \$0 |
| Water & Sewer Capital Projects | | | | | |
| | 67-8180-194 | Rate study & Design plans and study for new Operations Building | \$10,000 | \$10,000 | |
| | 67-8180-551 | SCADA/Well control system | \$50,000 | \$50,000 | |
| | 67-8180-570 | Land purchase (as needed) | \$30,000 | \$30,000 | |
| | 67-8180-591 | Individual sewer rehab. pilot project | \$10,000 | \$10,000 | |
| | | Lift station/force main repairs/replacement- includes completion of LS#5 & 6 estimated at \$265,000, Flow Meter Program at \$60,000, and emergency repair force main if needed at \$100,000. | \$425,000 | \$425,000 | |
| | 67-8180-594 | Well relining/repair (as needed) | \$40,000 | \$40,000 | |
| | 67-8180-595 | Repair & extension | \$300,000 | \$300,000 | |
| | 67-8180-596 | Water/Sewer repairs related to street improvements | \$30,000 | \$30,000 | |
| | 67-8180-597 | Sliplining/I & I reduction | \$100,000 | \$100,000 | |
| | 67-8180-599 | Mapping | \$50,000 | \$50,000 | |
| | 67-8180-653 | | \$50,000 | \$50,000 | |
| | Total Water/Sewer Capital Project Fund | | \$1,045,000 | \$1,045,000 | \$0 |
| | Total Water/Sewer Fund | | \$1,322,000 | \$1,322,000 | \$0 |
| Sanitation Fund | 62-4710-501 | Total Sanitation Fund | \$0 | \$0 | \$0 |
| GRAND TOTAL | | | \$2,911,525 | \$2,801,025 | \$0 |

TOTAL PERSONNEL

| FULL-TIME & PART-TIME POSITIONS BY DEPARTMENT | | | | |
|---|------------------------|------------------------|------------------------|------------------------|
| PERSONNEL BY DEPARTMENT | FY 13-14 Authorized | FY 14-15 Authorized | FY 15-16 Authorized | FY 16-17 Authorized |
| General Government | | | | |
| Administration | | | | |
| Full-time | 4 | 4 | 3 | 4 |
| Human Resources | | | | |
| Full-time | 1 | 1 | 1 | 1 |
| Part-time (year-round) | - | - | - | 1 |
| Finance | | | | |
| Full-time | 7 | 7 | 7 | 7 |
| Information Technology | | | | |
| Full-time | - | - | 1 | 1 |
| Part-time (year-round) | - | - | - | 1 |
| Cemetery, Building & Grounds | | | | |
| Full-time | 5 | 5 | 5 | 5 |
| Seasonal (6-months) | 3 | 3 | 3 | 3 |
| Garage | | | | |
| Full-time | 2 | 2 | 2 | 2 |
| Total General Government – FT | 22 | 22 | 19 | 19 |
| Total General Government – PT | 3 | 3 | 3 | 5 |
| Public Safety | | | | |
| Police | | | | |
| Full-time | 45 | 46 | 45 | 45 |
| Part-time (year-round) | 4 | 4 | - | - |
| Planning & Inspections | | | | |
| Full-time | 7 | 7 | 7 | 8 |
| Total Public Safety - FT | 52 | 53 | 52 | 53 |
| Total Public Safety - PT | 4 | 4 | - | - |
| Culture & Recreational | | | | |
| Recreation | | | | |
| Full-time | 4 | 4 | 6 | 6 |
| Part-time (year-round) | 4 | 4 | 6 | 3 |
| Parks | | | | |
| Full-time | 3 | 3 | 3 | 3 |
| Seasonal (6-months) | - | - | 1 | 1 |
| Library | | | | |
| Part-time (year-round) | 7 | 7 | 7 | 7 |
| Total Culture & Recreational – FT | 4 | 4 | 8 | 9 |
| Total Culture & Recreational - PT | 11 | 11 | 10 | 11 |
| Highways & Streets | | | | |
| Transportation | | | | |
| Full-time | 9 | 10 | 9 | 9 |
| Seasonal (6-months) | 2 | 2 | 2 | 2 |
| Total Highways & Streets - FT | 9 | 10 | 9 | 9 |
| Total Highways & Streets - PT | 2 | 2 | 2 | 2 |

| PERSONNEL BY DEPARTMENT | FY 13-14 Authorized | FY 14-15 Authorized | FY 15-16 Authorized | FY 16-17 Authorized |
|---------------------------------------|------------------------|------------------------|------------------------|------------------------|
| Fire-EMS | | | | |
| Full-time | 35 | 45 | 45 | 48 |
| Total Fire-EMS - FT | 35 | 45 | 45 | 48 |
| Water-Sewer | | | | |
| Billing & Collections | | | | |
| Full-time | 4 | 4 | 4 | 4 |
| Wells & Pump Stations | | | | |
| Full-time | 2 | 2 | 2 | 2 |
| Water Distribution & Sewer Collection | | | | |
| Full-time | 14 | 15 | 15 | 15 |
| Waste Water Treatment Plant | | | | |
| Full-time | 8 | 8 | 8 | 8 |
| Total Water-Sewer - FT | 28 | 29 | 29 | 29 |
| Sanitation | | | | |
| Sanitation | | | | |
| Full-time | 1 | 1 | 1 | 1 |
| Seasonal (6-months) | 1 | 1 | 1 | 1 |
| Total Sanitation - FT | 1 | 1 | 1 | 1 |
| Total Sanitation - PT | 1 | 1 | 1 | 1 |
| TOTAL CITYWIDE POSITIONS – FT | 158 | 164 | 163 | 169 |
| TOTAL CITYWIDE POSITIONS - PT | 21 | 21 | 17 | 19 |

Changes as follows:

- Administration-City Clerk (F/T) effective 7-1-17 (replace retiring Clerk)
- Administration-Personnel Specialist (P/T) effective 7-1-16
- Information Technology-IT Specialist (P/T) effective 7-1-16
- Planning & Inspections-Building Inspector (F/T) effective 7-1-16
- Parks & Recreation-Dockmaster (F/T) effective 7-1-16
- Fire-EMS-Firefighter/EMT Paramedics (3) (F/T) effective 11-1-16

Note: Effective 3-3-16, the 30-hour part-time position was reclassified to a full-time position in the Parks & Recreation Department. Therefore, the full-time budgeted amount increased by one to five, and the part-time budgeted amount decreased by one to three.

TOWN OF MOREHEAD CITY FY 16-17 Proposed FT Positions by Service Area

