City of Trinity

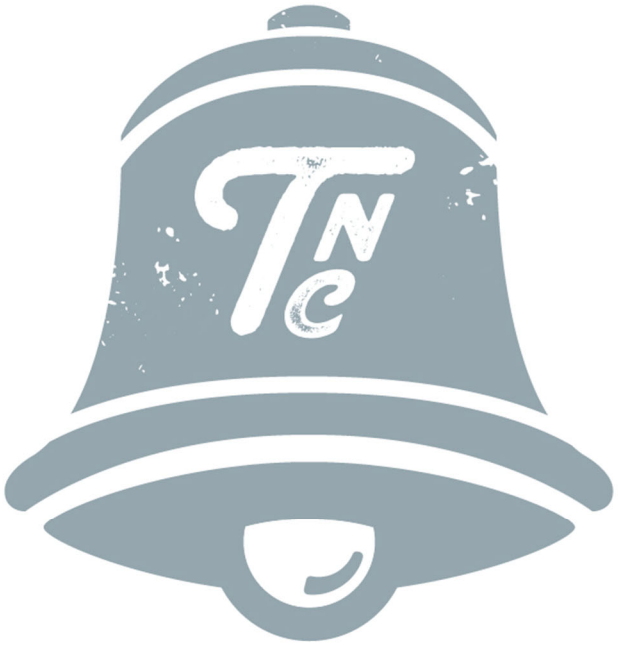
North Carolina

Annual Budget

Fiscal Year 2023 – 2024

Adopted on June 26, 2023

5978 NC HWY 62
PO Box 50
Trinity, NC 27370



TRINITY

NORTH CAROLINA

Fiscal Year 2023 - 2024

For Year Ending June 30, 2024

Mayor and City Council

Mayor

Richard McNabb

Council Members

Robby Walker Bob Hicks Jack Carico Tommy Johnson Ed Lohr

City Officials

Stevie L. Cox, City Manager

Crystal Postell, Finance Director

City of Trinity, North Carolina

PO Box 50

5978 NC Highway 62

Trinity, NC 27370

Telephone: 336.431.2841 Fax: 336.431.5079

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NORTH CAROLINA

Detailed Budget Preparation Schedule

Budget Calendar Adoption	January 9, 2023
Budget Preparation Documentation	
Personnel Action Forms	January 20, 2023
Capital Outlay Requests	January 20, 2023
Department Requests	January 20, 2023
Grants to Agencies' Request	January 27, 2023
CIP Review and Status Reports	February 10, 2023
Vehicle and Equipment Assessment Review	February 10, 2023
Executive Leadership Workshop	February 13, 2023
Proposed Budget Prepared	February 17, 2023
Proposed Budget Reviewed by the City Manager	March 3, 2023
First Budget Review	March 8, 2023
Preparation of FY 2023 – 2024 Budget Document	March 14, 2023
Trinity City Council Budget Retreat	March 20, 2023
Proposed Budget Submitted to City Council	April 3, 2023
Publish Notice of Budget Hearing	April 10, 2023
Budget Workshop on Proposed FY 2023 – 2024 Budget	
Workshop One	April 17, 2023
Workshop Two *(if, needed)*	April 24, 2023
Public Hearing on Proposed FY 2023 – 2024 Budget	May 8, 2023
Adoption of FY 2023 – 2024 Budget	June 12, 2023

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Basics of Budgeting

The City of Trinity's annual balanced budget is adopted as required by the North Carolina General Statutes. All budgets are prepared using the modified accrual basis of accounting. The budget ordinance must be adopted by July 1st of the new fiscal year; otherwise, the governing board must adopt an interim budget that covers the period until the annual ordinance can be adopted.

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TRINITY
NORTH CAROLINA

Budget Message

TO: The Honorable Mayor and City Council

FROM: Stevie Cox, City Manager

DATE: April 22, 2022

SUBJECT: 2023-2024 Proposed Budget

As Budget Officer, I hereby submit the proposed budget for the City of Trinity for the Fiscal Year 2023 – 2024. This budget has been prepared in accordance with the provisions of N.C.G.S. 159-11, the Local Government Budget and Fiscal Control Act. Notice of this submission is being given to the news media with the City Council's concurrence.

On behalf of the City of Trinity Staff, it is my pleasure to present the Fiscal Year 2023 – 2024 Municipal Budget. The annual budget is one of the most important documents produced by a public agency such as the City of Trinity. It is a legal document by which the City Council, as the City's Governing Body, carries out its legislative responsibility to appropriate resources for the City's operations. It serves as the guiding tool by which City Staff plans and administers essential functions.

By way of brief highlights, you will note an effort to focus on recovery and reinvestment. To that end, this budget emphasizes the following strategic goals:

- Preserving and enhancing general and enterprise funds reserves.
- Investing in human resources to ensure organizational capacity and stability.
- Advancing capital projects that are impactful.
- Planning for future growth and development.

In Fiscal Year 2022 – 2023 Budget, the City Council adopted a goal-oriented budget that focused on connecting projects to each budgetary expenditure. By doing so, there were specific goals set for the City Council and City Staff to achieve. City Staff has made significant strides to complete most of those goals and some will have to be completed in Fiscal Year 2023 – 2024. I would like to highlight a few of those major accomplishments.

Progress on the Interlocal Sewer Connection with the City of High Point. The City completed the contract with the City of High Point for the Interlocal Sewer Connect during the 2nd Quarter of the Fiscal Year. Furthermore, WithersRavenel has completed about 90% of the

project's design phase. It is expected that we should be able to complete the acquisition of the necessary easements for this project by the end of Fiscal Year 2022 – 2023. Construction on this project should commence in the 2nd Quarter of Fiscal Year 2023 – 2024.

Renovation of the Old City Hall. The City has entered into an agreement with the Randolph County Sheriff's Office for police protection. As a part of our agreement, the City allocated funds to renovate the Old Trinity City Hall into a Sheriff's Office Substation. City Staff have completed the drawing for this project and have released the request for proposals for the renovation of the structure. In April 2023, the City Council awarded the contract for the renovation of the City Hall. It is our expectation that this project will be completed in the 2nd Quarter of Fiscal Year 2023 – 2024.

New City Branding Campaign. The City Council committed funds to this project to assist in creating a sense of connectivity with the City Residents and assist in our economic development efforts to attract a grocery store and other supportive retail. This project was completed in the 3rd Quarter of Fiscal Year 2022 – 2023.

Vision Trinity Comprehensive Land Use Plan. In the 2nd Quarter of Fiscal Year 2022 – 2023, the City Council awarded the contract to S&ME (now known as Inspire Placemaking Collective) to undertake development of the City's new Comprehensive Land Use Plan. This has been a citizen driven process focused on planning for the next 20 years. The final document will be completed in the 1st Quarter of Fiscal Year 2023 – 2024.

New HVAC System for the City Hall Annex. In the 3rd Quarter of Fiscal Year 2022 – 2023, the Public Works Department was able to secure a contractor to replace the aging HVAC System in the City Council Chambers. This project replaced the 20-year-old HVAC system that was failing. Furthermore, this project came in under budget.

Distinguished Budget Presentation Award. In September 2022, the City of Trinity was presented with the Distinguished Budget Presentation Award from the Government Finance Officers Association for Fiscal Year 2022 – 2023. This is a tremendous honor for a City of our size. This is a great example of the commitment of City Staff to put forth a balanced budget that is committed to meeting the goals of the City Council and Citizens.

During the ***March 2023 Council Retreat***, the City Council established some goals for the upcoming budget year. The top five goals are:

1. ***Retail Recruitment:*** The focus is on the recruitment of a grocery store and supportive retail around the anchor store.
2. ***Sewer Upgrade:*** This endeavor is about extending or providing sewer services to areas of the City that have been promised sewer service. Furthermore, this would include making necessary sewer upgrades.
3. ***Family Park and Recreation:*** The City Council has instructed City Staff to move forward with attempting to secure grant funding for a new park and recreation facility. This project will be a quality-of-life project and would promote wellness and fitness.
4. ***Website:*** The City Council stated as a goal in the previous year's budget to get a new website. In Fiscal Year 2022 – 2023, the City Council approved the award of the contract to CivicPlus. In Fiscal Year 2023 – 2024, the City Staff will move forward

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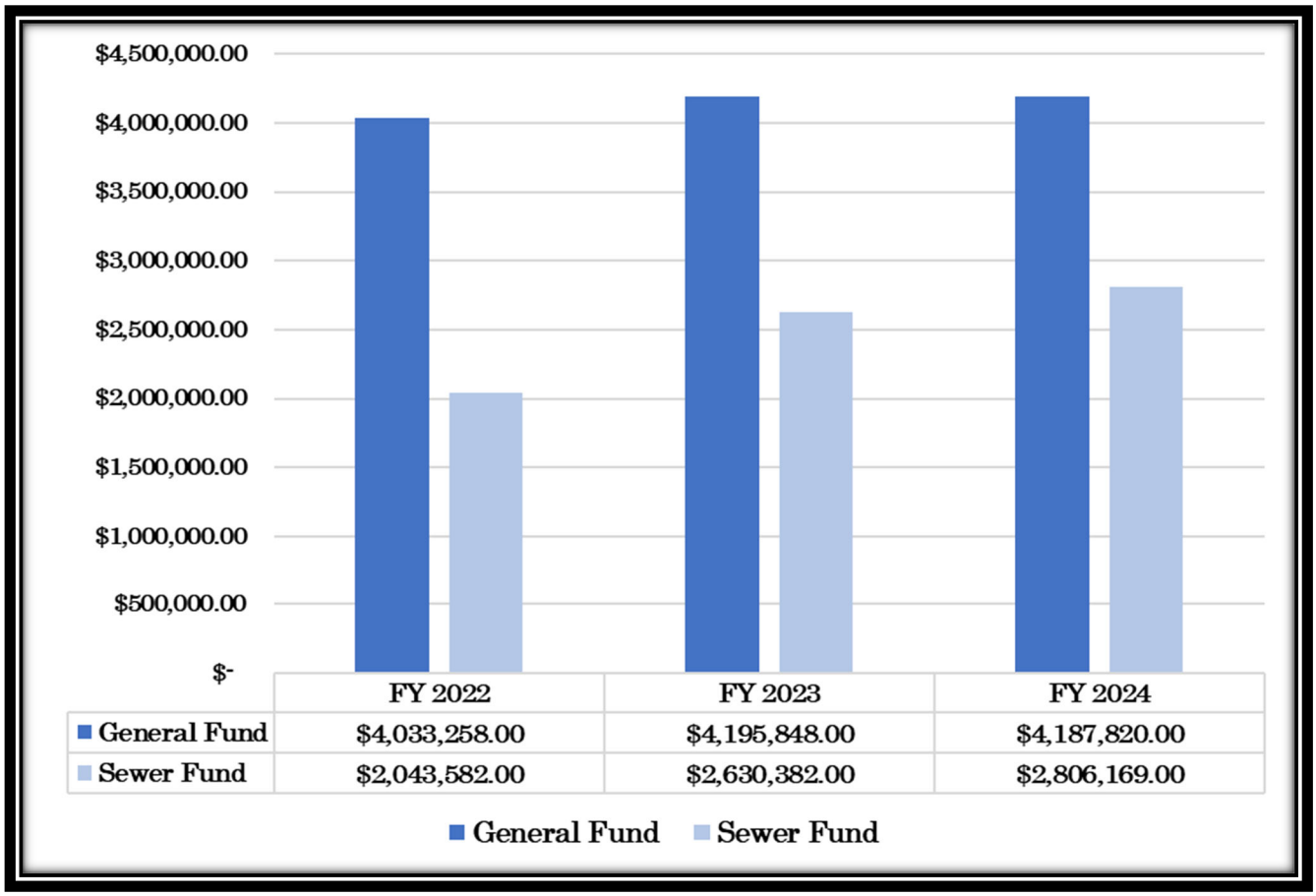
with the launch of a new website and the Agenda Management Software. The Agenda Management Software will allow us to reduce the amount of hardcopy Council Packets. Furthermore, the City Staff will focus on ways to encourage more residents to connect with the City via the Website, Facebook and Twitter.

5. ***Stormwater Management:*** The City adopted a Stormwater Management Plan in 2017. Since 2021, the City has been without a Stormwater Management Administrator. To be in compliance with the State Stormwater Management Plan requirements, the City will have to hire someone for this position. Furthermore, the City Council has established as a goal to develop a stormwater management fee or reserve fund to address this issue going forward.

The overall proposed budget reflects an increase of $167,759 (2.46%) when compared to the 2022-2023 Fiscal Year Budget ($6,826,230) versus 2023-2024 ($6,993,989). This can be analyzed as follows:

Actual and Proposed Fiscal Year Budgets



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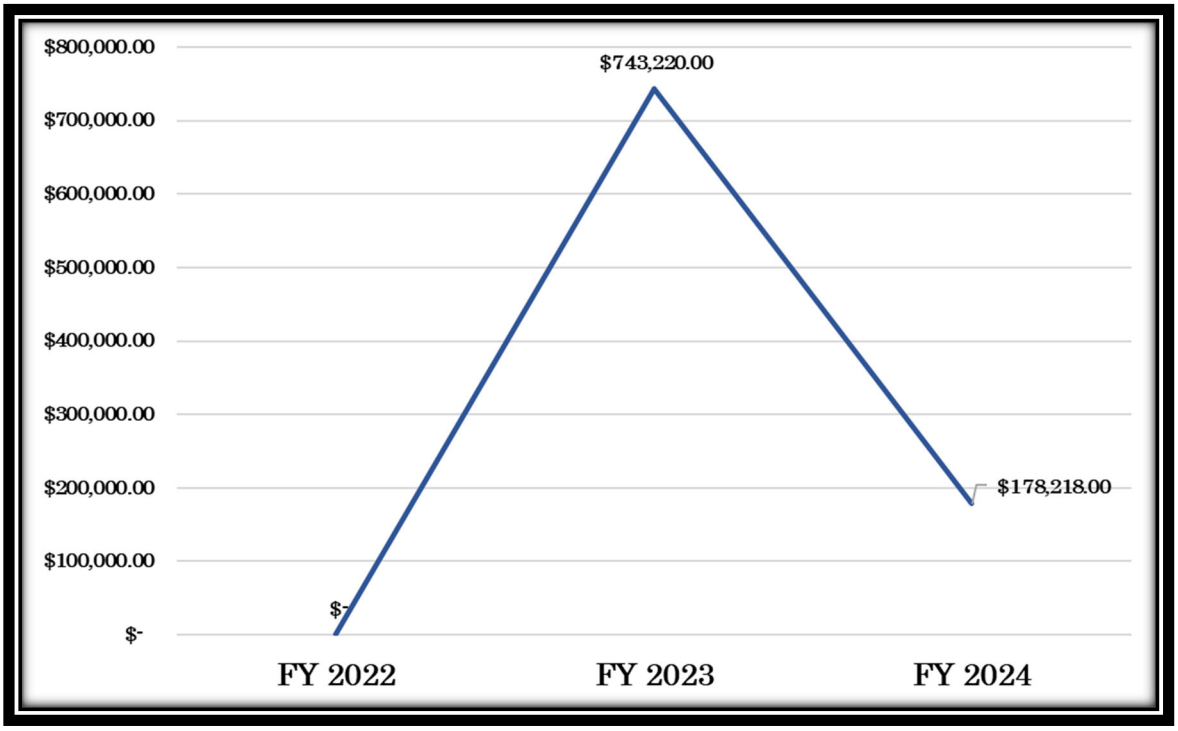
General Fund Summary

As presented, the General Fund reflects a decrease of $8,028 which is a 0.19% decrease when compared to the Fiscal Year 2022 – 2023 Budget of $4,195,848 versus the Fiscal Year 2023 – 2024 Budget of $4,187,820.

There is an increase within the General Fund budget due to the change in staffing needs. There is a proposed Stormwater Administrator for the fiscal year 2023 -2024 budget. The funding for the addition of the Stormwater Administrator position will be covered with an increase of Ad Valorem taxes received. It is proposed that the current tax rate of $.10 per one hundred dollars ($100) of property value will remain the same. The projection of revenue is based on information received from the Randolph County Tax Collector's Office. This projection is calculated using an estimated tax base of $970,609,189 and a collection rate of ninety-six percent.

There will be a proposed Fund Balance appropriation of $178,218 for Fiscal Year 2023 – 2024 versus an appropriation of $743,220 from the prior Fiscal Year 2022 – 2023.

General Fund Summary



Sewer Fund Summary

As presented, the Sewer Fund reflects an increase of $450,660 which is a 19.13 % increase when compared to the Fiscal Year 2022 – 2023 Budget of $2,355,509 versus the Fiscal Year 2023 – 2024 Budget of $2,806,169.

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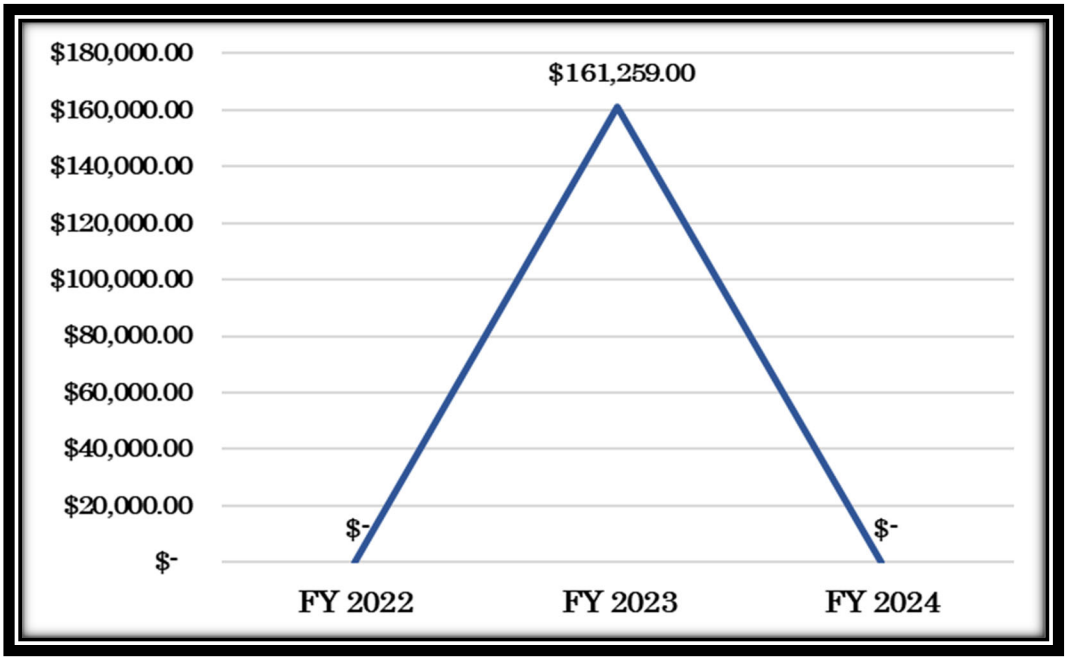
The increase within the Sewer Fund is due to the interlocal agreement for wastewater treatment services from the City of High Point. The City of Trinity will continue to evaluate our sewer debt each year for avenues to lessen our sewer debt. City Staff recommended a 5% increase in the sewer rate. At the June Special Called Meeting, Councilman Jack Carico recommended and make the motion to increase the sewer rate by 30% increase. Councilman Carico stated that the sewer rate increase would aid in the Sewer Fund becoming self-sufficient. The motion was seconded by Councilman Ed Lohr. After some additional discussion, the City Council approved the sewer rate increase by a unanimous vote. The City Staff has conducted research to aid the City's elderly and disabled households to reduce any financial burden that this sewer rate increase could cause. The City will continue to move forward with the creation of a program to satisfy this need. The rates will change as follows.

Proposed Sewer Rates

INSIDE CITY LIMITS	OLD RATE	NEW RATE
0-2000 gallons per month minimum	$29.62	$38.51
Over 2000 gallons per month (per thousand gals.)	$14.82	$19.26
OUTSIDE CITY LIMITS		
0-2000 gallons per month minimum	$56.43	$77.02
Over 2000 gallons per month (per thousand gals.)	$28.21	$38.51

There is no proposed Net Position appropriation for Fiscal Year 2023 – 2024 versus an appropriation of $161,259 from the prior Fiscal Year 2022 – 2023.

Net Position Allocation



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Summarization

The City Staff has dedicated resources to addressing each of these priorities. We have included each in the proposed Capital Improvement Plan with estimated budget amounts and the Fiscal Year that the priorities will be addressed. The City Staff will work with our local, state, and federal partners to achieve all these priorities. Furthermore, we will seek grant funding and opportunities to partner with other agencies to achieve those goals.

In conclusion, I would like to thank the City Staff for their commitment to addressing the needs of the City Residents. I would especially like to thank the Finance Director Crystal Postell and the Finance Assistant Lisa Beam for their work to make sure that the numbers within this proposed budget are balanced. Therefore, it is my pleasure to submit to the City Council the Proposed Budget for Fiscal Year 2023 – 2024.

Sincerely,

Stevie Cox
City Manager

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Budget Structure and Process

The City Council and management team will meet in the early part of the calendar year. During the City's budget workshop sessions, there will be discussion of the City of Trinity's goals and priorities for the upcoming fiscal year. The goals and priorities will be used as a guide for the development of the City of Trinity's fiscal year. The City Council's priorities and goals are outlined in the City Manager's budget message.

The Finance Department staff prepares and distributes the budgetary requests in accordance with the budget calendar. During the budgetary request process, the Department Heads' requests are reviewed and discussed with the City Manager and Finance Director. The City Manager and Finance Director evaluate each department's personnel request, operational items, and capital outlay. Any requests for additional personnel must be justified by the Department Head and then reviewed by the City Manager and Finance Director.

The City Manager's recommended budget is prepared and presented to City Council at the budget workshop sessions. During the budget workshop sessions, the City Council can make changes to the City Manager's recommended budget prior to the final budget being prepared. Ultimately, this document becomes the City Council's budget and policy statement for the upcoming fiscal year. Once the budget is in its final form, a public notice is published for a public hearing on the budget. Citizens are given the opportunity to speak to the City Council about the proposed budget. The City Council has the option of making recommended changes to the final budget pending any discussion at the public hearing. The Trinity City Council then adopts the budget through the passage of an ordinance at a public meeting prior to July 1st.

The City of Trinity's adopted budget document can be found on the City's website: www.Trinity-NC.gov .

Changes After Annual Budget Adoption

The City of Trinity will conduct any amendments to the adopted annual budget by submitting a budget ordinance to the Trinity City Council any time after the budget ordinance's adoption in accordance with the G.S 159-15.

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Budgeting and Accounting

Budgeting estimates the City's future revenues and makes appropriation for expenditures to support the City of Trinity's fiscal control. The budget estimates depend on prior audited data that consist of one fiscal year to the next.

Fund Accounting

An accounting fund is a separate fiscal and accounting entity with its own set of self-balancing accounts. Fund Accounting requires an annual budget ordinance to be balanced by funds. The City of Trinity has (5) five separate fiscal and accounting entity funds: General Fund, Debt Service Fund, Special Revenue Fund, Capital Project Fund, and Enterprise Fund.

General Fund
The General Fund accounts for all transactions not accounted for in another fund. The General Fund accounts and budgets for all or most of the City of Trinity's tax revenues and other revenues not accounted for in the enterprise fund.

Debt Service Fund
The Debt Service Fund is established for payment of principal and interest on general obligations. These are also known as loan payments.

Special Revenue Fund
The Special Revenue Fund accounts for revenues sources that are legally restricted to expenditures for a specific purpose.

Capital Project Fund
The Capital Project Fund is established for projects to ensure expenditures are budgeted and accounted for the construction of most capital improvements, whether the project is bonded or financed.

Enterprise Fund
The Enterprise Fund is established for each public enterprise which is a public service that is financed through charges (fees) to users in a businesslike manner.

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TRINITY
NORTH CAROLINA

To the Honorable Mayor, members of the City Council, and the Citizens of the City of Trinity, North Carolina:

I am pleased to present the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the City of Trinity, North Carolina, for your review. The City's Finance Department prepared this budget document to encourage and assist the residents of Trinity with a financial plan of the anticipated resources and expenditures for a full fiscal year to prepare and support any variations for the fiscal year ending on June 30, 2024. The Finance Department will use budgeting trends to address issues with fiscal management, such as financial sustainability and future debt obligations.

Each year during the Trinity City Council Budget Workshops, the City priorities and initiatives are discussed that will provide the framework for setting our upcoming fiscal year's budget. During the City Council Workshops, the Finance Department strives to provide insight into the City's current financial position and ways to sustain and improve our financial health within each fund. The Finance Department will use prior budgeting trends, such as historical data from prior expenditures and spending trends. Some new budget trends have been implemented for Department Heads to plan their budgets effectively. These trends include providing them with guidance, insight-driven financial decisions, and access to budget planning tools such as the current year's detailed budget expenditures, budget preparation training, and access to individualized planning sessions with the Finance Department. When planning for anticipated annual revenues, the Finance Department will use data from the Randolph County Tax Department, North Carolina League of Municipalities, UNC Chapel Hill School of Government, and the Government Finance Officers Association.

Currently, the City of Trinity has total debt outstanding of $20,939 for compensated absences, $11,448,441 for Sewer Fund general obligation bonds, $473,132 for a Sewer AARA note payable, and $72,692 of net pension liability. The City's full faith and credit support these obligations. The City will continue to satisfy our Sewer Fund General Obligation bonds for the sewer infrastructure expansion. This will be

achieved by transferring 59.06% of budgeted sales tax revenues from the General Fund to the Sewer Fund and conducting a 30% increase in our sewer rate.

When reviewing the City's staffing challenges, the City of Trinity will continue to utilize contractor services for planning, code enforcement, animal services, and law enforcement. The City has contracted with State Code Enforcement, Inc. for planning and code enforcement services. The City's animal services have been covered by the Randolph County Animal Control Office for over ten years. The City has a law enforcement contract with the Randolph County Sheriff's Office for five deputies. They will be housed in our new Sheriff Satellite Station at 6701 NC HWY 62, Trinity, North Carolina. The City will use 70% of Ad Valorem revenue on average to pay for these contracted services. This is done in part by maintaining our current tax rate although the City's revenue-neutral tax rate could be eight cents per one hundred dollars.

The Certificate of Achievement is valid for one year only. We believe that the current Annual Budget Document continues to meet the Certificate of Achievement Program's requirements. We are submitting it to GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the skill, effort, and dedication of the entire staff of the Finance Department. I sincerely appreciate Mrs. Lisa Beam who is the Finance Assistant. Mrs. Beam assisted and contributed to preparing this document, and the entire City staff for their cooperation and assistance in prudent financial management throughout the year. Credit is, also, due to the City Manager, Mayor, and Trinity City Council, for their unfailing support for maintaining the highest standards of professionalism in managing the City of Trinity's finances.

Respectfully submitted,

Crystal Postell. MBA
Finance Director

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Trinity
North Carolina

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morrill

Executive Director

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The City of Trinity, North Carolina

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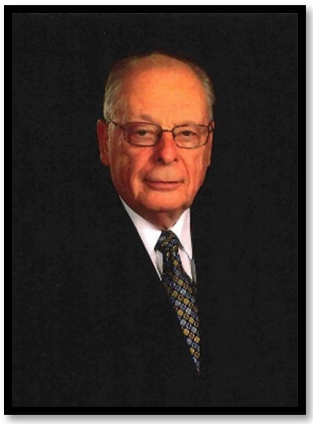
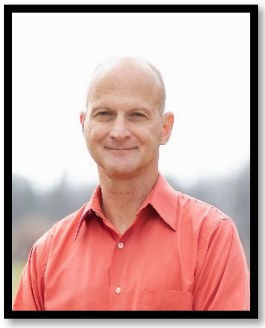
TRINITY
NORTH CAROLINA

City Council



Richard McNabb, Mayor



Bob Hicks
Mayor Pro Temp
Ward 1

Ed Lohr
Council Member
Ward 2

Jack Carico
Council Member
Ward 3

Robbie Walker
Council Member
Ward 4

Tommy Johnson
Council Member
At-Large

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Trinity, NC History

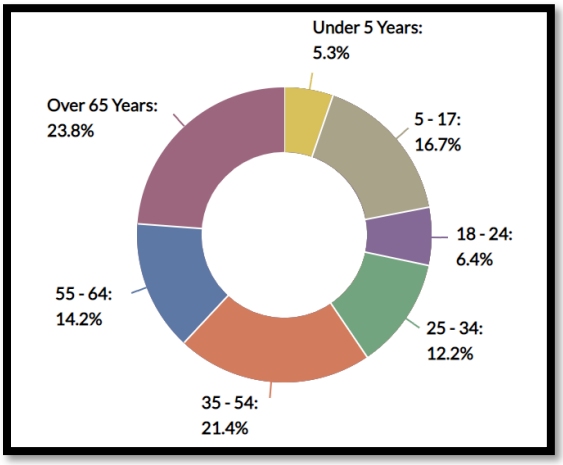
The first settlers in the northwest corner of Randolph County arrived between 1763-1776, settling in what was called the Granville District. The land offices in the Granville District had been closed following the death of the English landowner, John Carteret, Baron Carteret of Hawnes, the second Earl Granville. When independence was declared in 1776, the Granville District was confiscated by the new government, along with all other land owned by persons loyal to the Crown. All the land became public lands and soon thereafter the State of North Carolina was issuing grants for tracts in the former Granville District. Hundreds of former squatters became landowners at last, purchasing the land where they may have lived for several years. The 1779 tax records of Randolph County list 25 families for the Trinity Township.

The Town of Trinity, named after Trinity College, was incorporated by Act of the North Carolina General Assembly at its 1868-1869 Session. The act, published in Private Laws of the State of North Carolina, passed by the General Assembly at its Session 1868-1869 states that "The Town shall be two miles long from north to south, and one mile wide from east to west, the center of the Town to be the center of the principal College Building." Further sections of the act provided for election of a town magistrate and five commissioners. The town charter was ratified April 12, 1869, but the charter was rescinded in 1924. In this time frame, everything in the community came to be

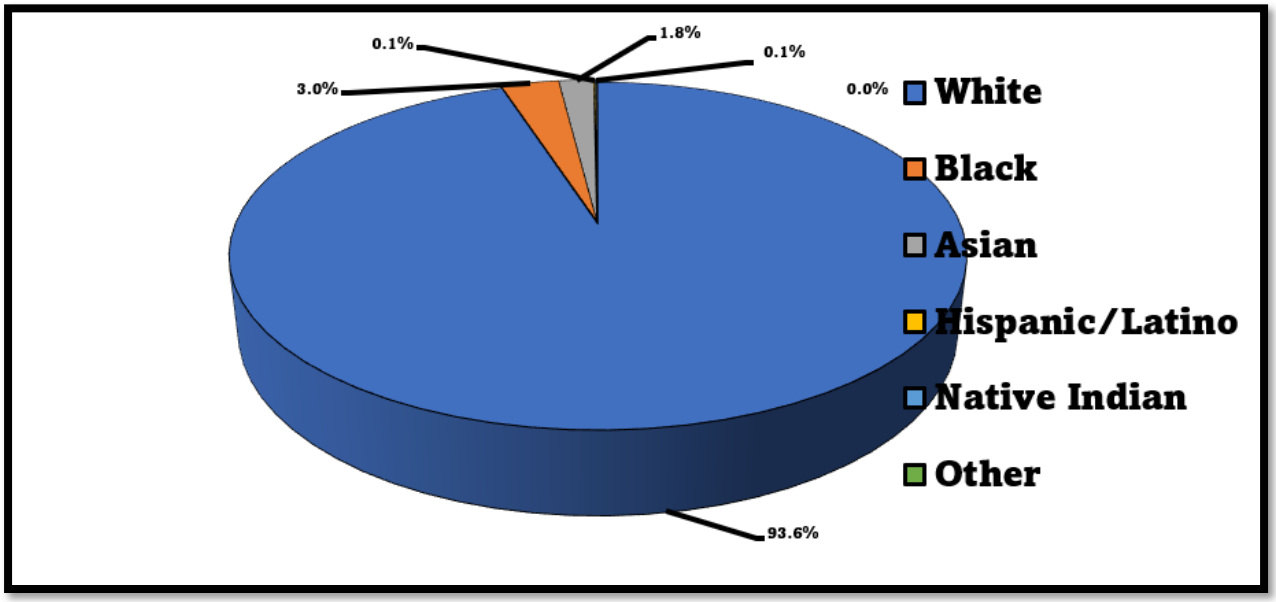
measured from the college. The college was the official, as well as the unofficial centerpiece of the town. In 1997 the city was re-incorporated.

City of Trinity
Demographic Data Summary

Trinity is a city located in Randolph County, North Carolina. Trinity has a population of about 7,072, it is the 120th largest city in North Carolina and the 4,072nd largest city in the United States. Trinity has a city area 17.06 square miles, with 16.87 square miles of land area and .19 square miles of water. The population density of Trinity, NC is about 411.76 people per square mile.



The City of Trinity, NC has a median home value of about $212,490 and a median household income of about $58,709. The average age of Trinity residents is about 60 years of age with an educational attainment of 80.8% are high school graduates, and 19.2% are college graduates.



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Land Development

Trinity has experienced a moderate amount of growth over the past fifteen years. The City's commitment to well-planned, quality land development has enabled us to manage this growth wisely. By doing so, the City has been striking a reasonable balance between the good of the whole community and private property owner rights. New growth has been designed to help preserve our natural, cultural, and historic resources, and to coincide with our ability to provide adequate public services and infrastructure. Trinity's growth over the prior years has attracted housing developers to build communities such as Bellawoods, Cottages at Piper Village, Steeplegate Village, and Trinity Homes, etc.

Trinity Townes

Trinity Townes will include 117 garage townhomes. This home could be hands-free because you have the ability homes speak to Bluetooth, Wi-Fi, Z-Wave, and cellular devices so you can sync with almost any smart device.

Bellawood

All D.R. Horton homes include our America's Smart Home Technology which allows you to monitor and control your home from your couch or from 500 miles away and connect to your home with your smartphone, tablet, or computer.

Cottages at Piper Village

Eastwood Homes is proud to announce Cottages at Piper Village. This is a new home community in Trinity, NC across the street from Trinity High School. Piper Village features an outstanding location only two miles from I-85 and a mile from the Carl & Linda Grubb Family YMCA. Plus, Piper Village will feature a collection of Eastwood's most popular home designs.

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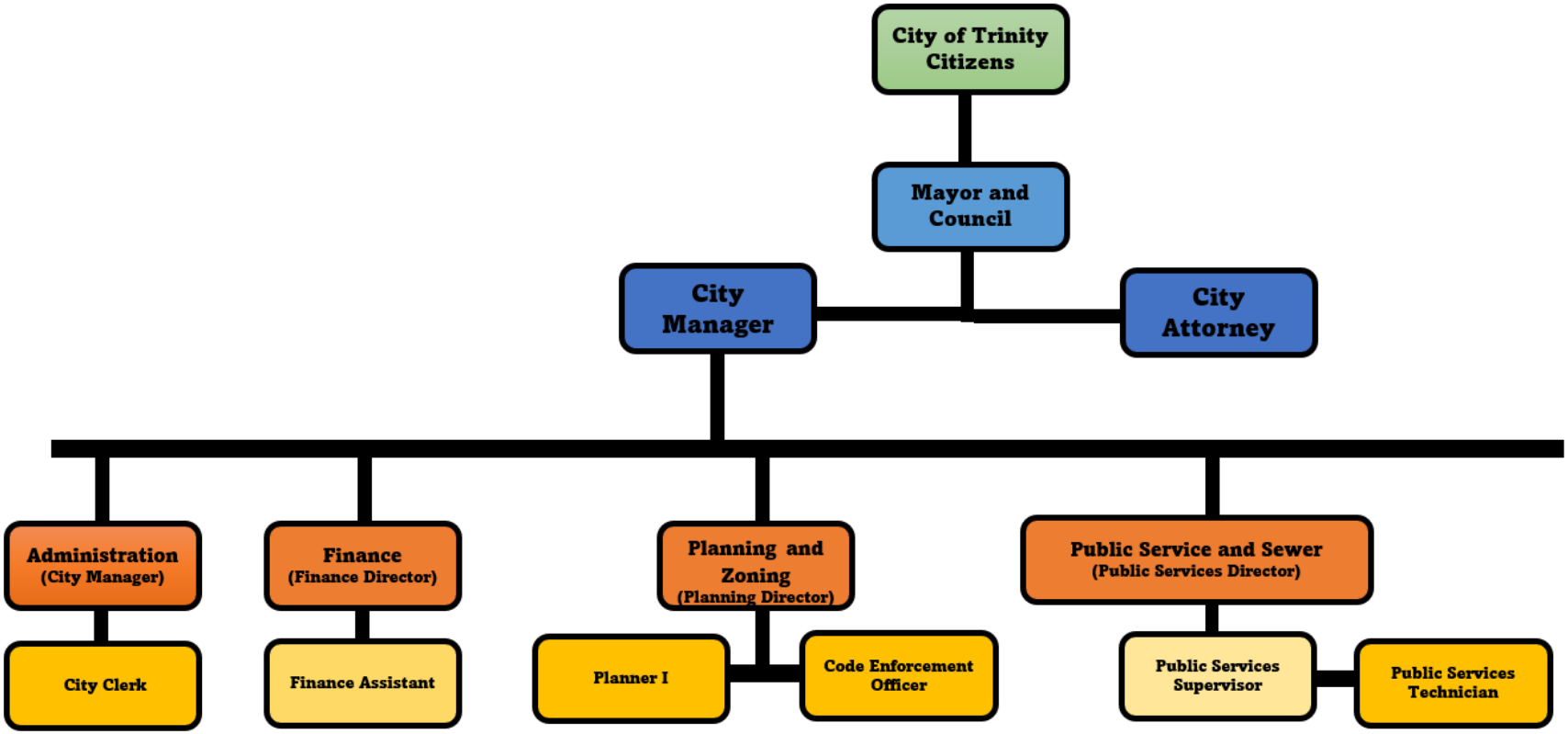
TRINITY

NORTH CAROLINA

Organizational Chart



Note: The organizational chart is subject to change due to the approval of new positions. Public Service employees are responsible for both Stormwater Management and Sewer operations.

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TRINITY
NORTH CAROLINA

Personnel Summary

Departments	Number of Positions		
	FY2022	FY2023	Proposed
Administration			
City Manager	1	1	1
City Clerk	1	1	.50
Office Assistant	1	1	.50
Finance			
Finance Director	1	1	1
Finance Assistant	1	1	1
Planning and Zoning			
Planning and Zoning Director	.75	.75	0
Planner I	0	1	0
Public Works			
Streets	0	0	0
Sanitation	0	0	0
Stormwater	.45	.45	1.50
Water and Sewer			
Public Works Director	.80	.80	.50
Public Works Supervisor	1	1	.50
Public Works Technician	1	1	.50
Total Positions	**9**	**10**	**7**

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TRINITY
NORTH CAROLINA

Personnel Pay Grade and Classificaiton Charts

Positions	Grade	Minimum	Mid-Point	Maxium
	13	$33,374	$50,061	$58,404
	14	$35,044	$52,565	$61,326
Public Services Technician	15	$36,791	$55,186	$64,384
	16	$38,635	$57,953	$67,612
	17	$40,577	$60,865	$71,009
Public Services Supervisor	18	$42,615	$63,923	$74,577
Finance Assistant	19	$44,751	$67,126	$78,314
	20	$46,984	$70,475	$82,221
	21	$49,333	$73,999	$86,332
	22	$51,798	$77,698	$90,647
City Clerk	23	$54,381	$81,571	$95,166
	24	$57,099	$85,648	$99,923
	25	$59,953	$89,929	$104,917
	26	$62,942	$94,414	$110,149
	27	$66,088	$99,132	$115,653
	28	$69,388	$104,082	$121,429
Public Services Director	29	$72,863	$109,295	$127,511
	30	$76,513	$114,770	$133,898
Finance Director	31	$91,980	$120,519	$137,981
	32	$94,600	$125,630	$147,649
	33	$96,580	$128,888	$155,045
	34	$99,463	$139,553	$162,812
City Manager	35	$113,475	$146,544	$170,968

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(Major Fund)

General Fund

The General Fund is the primary fund used by a government entity. The General Fund is used to record all resource inflows and outflows that are not associated with special-purpose funds. The activities being paid for through the general fund constitute the core administrative and operational tasks of the government entity. The General Fund departments are Administration, Finance, Planning and Zoning, and Public Services.

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General Fund Revenues

Ad Valorem –referred to as Property Taxes; for many governments, it is the single largest revenue source. Taxes are levied at the stated tax rate for both real and personal property according to the valuation.

Beer and Wine Tax – excise taxes are applied on a per-unit basis, generally per gallon for liquids, and unlike sales taxes, are collected from the merchant who sells the alcohol rather than the end consumer.

Local Sales and Use Tax – taxes that are added to tangible personal property that is not subject to tax under another subdivision.

Powell Bill – revenue provided as financial assistance to municipalities for municipally-maintained streets.

Solid Waste Disposal Tax - excise tax is imposed at a rate of $2 per ton on the disposal of municipal solid waste and construction and demolition (C&D) debris.

Telecommunication Sales Tax – taxes on services or charges considered to be part of the gross receipts derived providing telecommunications service and ancillary service.

Utility Sales Tax – taxes on services or charges considered to be part of the gross receipts derived from providing electricity subject to the combined general rate of sales and use tax.

Video Franchise Tax – taxes on services or charges considered to be part of the gross receipts derived from providing video programming subject to the combined general rate of sales and use tax.

Return to TOC

General Fund Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-3000-300	Powell Bill	$ 175,975.68	$ 175,900.00	$ 175,000.00
10-00-3000-380	Int. on Inv.Powell Bill	$ 149.33	$ 400.00	$ 600.00
10-00-3000-610	PB Street Assessment Revenue	$ 4,004.44	$ -	$ -
10-00-3000-635	App. From Powell Bill Fund Bal	$ -	$ -	$ -
10-00-3100-003	AD VALOREM TAXES CURRENT	$ 584,147.43	$ 583,700.00	$ 932,000.00
10-00-3100-100	AD VALOREM TAXES PRIOR YEARS	$ 5,482.70	$ 4,000.00	$ 2,000.00
10-00-3100-200	Other Taxes	$ -	$ -	$ -
10-00-3110-003	RC VEHICLE TAX CURRENT YEAR	$ 84,233.39	$ 74,400.00	$ 85,000.00
10-00-3110-100	RC VEHICLE TAX PRIOR YEARS	$ 53.15	$ 150.00	$ 300.00
10-00-3120-100	Discount on Taxes	$ -	$ -	$ -
10-00-3130-100	Int. on Taxes	$ 2,870.30	$ 2,000.00	$ 1,000.00
10-00-3231-100	Sales Tax (Art 39)	$ 692,835.69	$ 516,830.00	$ 560,307.00
10-00-3232-100	1/2 Sale Tax (Art 40)	$ 512,488.97	$ 382,838.00	$ 419,615.00
10-00-3233-100	1/2 Sales Tax (Art 42)	$ 344,676.18	$ 269,900.00	$ 301,035.00
10-00-3234-100	1/2 Sales Tax (Art 44)	$ 177,629.19	$ 153,135.00	$ 178,425.00
10-00-3235-100	ARTICLE 44 HOLD HARMLESS	$ 557,963.49	$ 392,175.00	$ 429,420.00
10-00-3236-100	Solid Waste Disposal Tax	$ 5,289.07	$ 4,800.00	$ 5,100.00
10-00-3237-100	Alcohol/Beverage Tax	$ 27,841.11	$ 10,000.00	$ 10,500.00
10-00-3281-100	Telc./LCL Video	$ 52,992.87	$ 40,000.00	$ 42,000.00
10-00-3324-200	Utility Franchise	$ 254,978.21	$ 250,600.00	$ 263,100.00
10-00-3345-400	Fees/Permits	$ 36,987.52	$ 23,000.00	$ 24,000.00
10-00-3831-800	Investment Interest	$ 1,513.28	$ 8,800.00	$ 8,000.00
10-00-3832-500	Solid Waste Billing	$ 504,255.18	$ 485,000.00	$ 487,200.00
10-00-3980-800	Int on Investments	$ 1,873.91	$ -	$ 10,000.00
10-00-3980-980	Transfer from Capital Reserves	$ -	$ -	$ -
10-00-3980-981	Appropriate City Hall Reserve	$ -	$ 75,000.00	$ 75,000.00
10-00-3990-900	Fund Balance Appropriated	$ -	$ 743,220.00	$ 178,218.00
10-80-3613-300	Grants Proceeds	$ -	$ -	$ -
	Grand Total	$ 4,033,257.54	$ 4,195,848.00	$ 4,187,820.00

Return to TOC

General Fund Explanation of Expenditures

Capital Improvement - a short-rang plan which usually covers a year span of four to ten years that provides a planning schedule for major construction, repair of, or additions to buildings, parks, streets, and other City facilities.

Capital Outlay – expenses for items with an acquisition cost of $5,000 or more.

Collection Fees – 1.5% fee charges by Randolph County Tax Department for collection of taxes.

Contingency – expenses for unexpected events.

Dues & Subscription – expenses for employee annual professional memberships for career enhancement

FICA – expenses for payroll taxes (7.65%).

Group insurance – expenses for health, dental, and short-term disabilities for employee.

Information Technology – expenses for web hosting, custom website design, software programming, etc.

Material & Supplies – expenses for office or departmental supplies.

Professional Services – expenses for "outside" city services offered to the City such as attorney fees, code enforcement, etc.

Salaries – expenses for City employees and City Council for salaries and wages.

Travel/Training – expenses for the employees' professional growth such as certifications, continuing education credit, etc.

Utilities – expenses for electricity, heating oil, natural gas, water service, etc.

Vehicle Fuel/Parts – maintenance provided for City owned vehicle.

Return to TOC

City Council

Department Overview

The City Council is the legislative body for the City. The City Council assures the City operates within Federal and State laws to provide effective and efficient municipal services.

Mission Statement

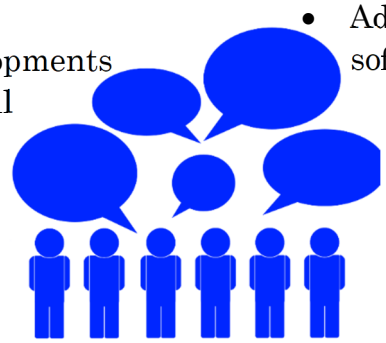
The mission of the City Council is to provide open, effective, and regular communication with citizens, customers, employees and partners. The City Council will safeguard the financial strength and integrity of the City.

Department Goals

- Adopt a balanced annual budget
- Supports economic development activities of attracting new development
- Sewer extension study for the Meadowbrook Rd.
- Explore options for developments of a greenway/walking trail

Accomplishments

- Approved the Interlocal Agreement with the City of High Point for wastewater treatment services
- Addition of CivicPlus agenda software



Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
Mayor	1	1	1
Council Members	5	5	5
Total Personnel	6	6	6

Expenditure Summary

Expense Type	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ 15,300	$ 10,500	$ 11,500
Operational	$ 40,200	$ 44,010	$ 47,400
Capital Outlay	$ -	$ -	$ -
Total Personnel	$ 55,500	$ 54,510	$ 58,900

Return to TOC

City Council

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-4110-121	Salaries	$ 10,500.00	$ 10,500.00	$ 10,500.00
10-00-4110-181	FICA	$ 803.28	$ 810.00	$ 1,000.00
10-00-4110-192	Professional Services	$ 12,804.89	$ 15,000.00	$ 13,000.00
10-00-4110-260	Materials & Supplies	$ 974.35	$ 10,124.00	$ 7,000.00
10-00-4110-290	Christmas in Trinity/Special Events	$ 718.60	$ 1,000.00	$ 1,500.00
10-00-4110-310	Travel/Training	$ 370.00	$ 1,000.00	$ 2,500.00
10-00-4110-450	Ins. General Liability	$ 4,264.87	$ 5,076.00	$ 5,400.00
10-00-4110-491	Dues & Subscriptions	$ 8,309.00	$ 10,000.00	$ 17,000.00
10-00-4110-499	Contributions	$ 100.00	$ 1,000.00	$ 1,000.00
10-00-4110-693	RC Elections	$ 2,132.91	$ -	$ -
	Grand Total	$ 40,977.90	$ 54,510.00	$ 58,900.00

Capital Outlay: None

Budget Highlights:

- There is a $4,390 increase in this budget due to City Council members' upcoming training and travel for City Vision Event, Archdale Trinity Chamber events and other training events. Due to inflation, there will be an increase on items bought for the Christmas in Trinity event such as fruit for about 150 treat bags, payment for school staff serving and providing the Christmas in Trinity meals. Also, there is a new subscription for CivicPlus agenda software.

Personnel:

- Personnel includes salaries for Trinity City Council members

Return to TOC

Administration

Department Overview

The Administration Department provides a variety of direct and support services to other City operating departments and to the public. Located in City Hall, the Administration Department responds to the citizens and City Council. The Administration Department assists in developing partnerships, promoting a strong economy, and building an excellent quality of life in the City of Trinity.

Mission Statement

The mission of the Administration Department is to advise City Council of the City's financial condition and recommend policies, programs, ordinances, etc. to deliver efficient government services and improve the quality of life in the City.

Department Goals

- To administer the annual budget and leverage long range financial forecasting.
- To facilitate and implement City Council's strategic goals.
- To enhance communications with citizens, customers, employees, and partner agencies.
- Implementation of the new website and agenda software
- Codification of the Code of Ordinance

Accomplishments

- Started the project for new website design through CivicPlus
- Started the project for agenda software
- Assisted in the completed Branding project

Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
City Manager	0.5	1	1
Finance Director	0.5	0	0
City Clerk	1	1	1
Finance Assistant	1	0	0
Office Assistant	1	1	0
Total Personnel	4	3	2

Expenditure Summary

Expenses	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ 364,565	$ 290,400	$ 278,800
Operational	$ 158,549	$ 192,000	$ 185,700
Capital Outlay	$ 2,000		
Total Personnel	$ 525,114	$ 482,400	$ 464,500

Return to TOC

Administration

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-4120-121	Salaries	$ 245,605.08	$ 204,300.00	$ 225,100.00
10-00-4120-181	FICA	$ 18,639.19	$ 17,000.00	$ 17,300.00
10-00-4120-182	RETIREMENT	$ -	$ 24,900.00	$ 26,300.00
10-00-4120-183	Group Insurance	$ 54,109.00	$ 44,200.00	$ 31,200.00
10-00-4120-186	Workman Compensation	$ 512.01	$ 3,400.00	$ 3,500.00
10-00-4120-189	Unemployment	$ -	$ 3,650.00	$ 2,200.00
10-00-4120-191	Professional Services	$ 11,979.42	$ 30,200.00	$ 16,000.00
10-00-4120-251	Vehicles Fuel	$ 7,167.99	$ 22,700.00	$ 20,000.00
10-00-4120-253	Parts/ Vehicles	$ 3,823.61	$ 3,700.00	$ 4,000.00
10-00-4120-254	Vehicles Maintenance	$ 1,622.50	$ 2,000.00	$ 2,500.00
10-00-4120-260	Materials & Supplies	$ 10,100.06	$ 9,500.00	$ 3,000.00
10-00-4120-290	Furniture	$ 2,357.16	$ 904.00	$ 1,000.00
10-00-4120-310	Travel/Training	$ 4,857.94	$ 6,950.00	$ 7,000.00
10-00-4120-321	Telephone	$ 13,316.11	$ 13,500.00	$ 13,800.00
10-00-4120-325	Postage	$ 1,819.94	$ 2,500.00	$ 3,000.00
10-00-4120-329	Information Technology	$ 41,326.75	$ 32,200.00	$ 30,000.00
10-00-4120-331	Utilities	$ 17,846.04	$ 22,000.00	$ 24,000.00
10-00-4120-352	Equipment Repair & Maint.	$ -	$ 1,000.00	$ 1,000.00
10-00-4120-391	Advertising- Legal	$ 1,419.50	$ 2,000.00	$ 3,000.00
10-00-4120-392	Newsletter	$ 5,096.00	$ 4,000.00	$ 16,000.00
10-00-4120-430	Leases	$ 11,579.61	$ 11,300.00	$ 12,000.00
10-00-4120-450	Ins- General Liability	$ 2,431.26	$ 2,500.00	$ 2,800.00
10-00-4120-451	Insurance/Property	$ 8,234.77	$ 9,596.00	$ 10,000.00
10-00-4120-452	Insurance-Auto	$ 2,198.38	$ 3,100.00	$ 3,500.00
10-00-4120-454	Bond Insurance	$ 1,363.98	$ 1,500.00	$ 1,600.00
10-00-4120-455	Blanket Bond	$ 100.00	$ 500.00	$ 800.00
10-00-4120-491	Dues & Subscriptions	$ 925.75	$ 3,300.00	$ 5,000.00
10-00-4120-500	New Equipment	$ 2,973.56	$ -	$ -
10-00-4120-510	Capital Outlay	$ -	$ -	$ -
	Grand Total	$ 471,405.61	$ 482,400.00	$ 485,600.00

Return to TOC

Capital Outlay: None

Budget Highlights:

- There is a $17,900 decrease in expenditures due to a savings in group insurance, professional services, information technology.

Personnel:

- Personnel includes salaries and benefits for both the full-time City Manager and full-time City Clerk. Also, includes one (1) internship position for professional development at the rate of $16 per hour to not exceed 25 hours weekly.

Return to TOC

Finance

Department Overview:

The Finance Department will insure the fiscal integrity of the City by exercising due diligence and control over the City's assets and resources, while providing timely and accurate reporting under the guidelines of the Generally Accepted Accounting Principles (GAAP) and city regulations.

Mission Statement:

The mission of the Finance Department is to deliver timely and accurate financial reporting and provide proper oversight of all expenditures and revenue collections to support the operations of the City. The Finance Department will provide excellent customer service to both internal and external customers.

Department Goals

- Assist in City's 5-year Strategic Planning Process
- Provide timely financial and economic information to support Management and City Council
- Further the professional development of Finance staff
- Maintain the City's GOFA Distinguished Budget Presentation Award

Accomplishments

- Obtained the City of Trinity first GOFA Distinguished Budget Presentation Award
- Decrease the City's total debt by $404,002 (3.24%)
- Assisted in the completed Branding project
- Produced a clean audit

Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
Finance Director	0	1	1
Finance Assistant	0	1	1
Total Personnel	0	2	2

Expenditure Summary

Expenses	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ -	$ 221,220	$ 226,420
Operational	$ 40,390	$ 59,720	$ 52,800
Capital Outlay	$ -	$ -	
Total Personnel	$ 40,390	$ 280,940	$ 279,220

Return to TOC

Finance

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-4130-121	Salaries	$ -	$ 160,000.00	$ 168,000.00
10-00-4130-181	FICA	$ -	$ 12,300.00	$ 12,900.00
10-00-4130-182	Retirement	$ -	$ 19,500.00	$ 21,600.00
10-00-4130-183	Group Insurance	$ -	$ 29,420.00	$ 31,200.00
10-00-4130-186	Workman's Compensation	$ -	$ -	$ -
10-00-4130-189	Unemployment Insurance	$ -	$ 2,500.00	$ 2,000.00
10-00-4130-191	Professional Services	$ 24,290.00	$ 26,000.00	$ 29,800.00
10-00-4130-192	Professional Legal	$ -	$ -	$ -
10-00-4130-260	Office Supplies	$ 28.94	$ 1,200.00	$ 1,500.00
10-00-4130-310	Travel/Training	$ -	$ 4,500.00	$ 3,500.00
10-00-4130-329	Information Technology	$ -	$ 12,900.00	$ 2,000.00
10-00-4130-391	Advertising	$ -	$ -	$ -
10-00-4130-440	Computer Services	$ -	$ -	$ -
10-00-4130-491	Dues and Subscription	$ -	$ 620.00	$ 1,000.00
10-00-4130-510	Capital Outlay	$ -	$ -	$ -
10-00-4130-630	Tax collection Fees	$ 8,406.25	$ 12,000.00	$ 13,000.00
	Grand Total	$ 32,725.19	$ 280,940.00	$ 286,500.00

Capital Outlay: None

Budget Highlights:

- There is a $5,560 increase in expenditures due to a auditing services and professional development

Personnel:

- Personnel includes salaries and benefits for both the full-time Finance Director and full-time Finance Assistant

Return to TOC

Planning and Zoning

Department Overview

The Planning and Zoning Department will ensure that the City's code enforcement, permitting, community development, community design, and business development are being enforced according to the City of Trinity's Land Development Ordinance. The Planning and Zoning Departments provides data, reference and educational information on various planning and community issues.

Mission Statement

The mission of the Planning & Zoning Department is to administer the land development programs adopted by the City Council that are designed to manage responsible growth. The department also strives to preserve and improve the City's tax base while balancing new growth and maintaining quality of life enjoyed by City residents. The Planning and Zoning Department will manage the City's growth and maintain courteous and professional services.

Department Goals

- Develop a new comprehensive plan to maintain quality and sustainable growth in the City.
- Revise land development ordinances to reflect the goals and policies of the new comprehensive plan.

Accomplishments

- Issued 142 zoning permits
- Issued 98 stormwater permits
- New Comprehensive Land Use Plan is about 80% complete
- Adoption of a Minimum Housing, Junk Vehicle and Noise Nuisance Ordinance

Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
Planning Director	0.75	0.75	0
Planner I	0	1	0
Total Personnel	0.75	1.75	0

Expenditure Summary

Expenses	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ 65,620	$ 164,000	$ -
Operational	$ 38,450	$ 222,300	$ 422,580
Capital Outlay	$ 3,200	$ -	$ -
Total Personnel	$ 107,270	$ 386,300	$ 422,580

Return to TOC

Planning and Zoning

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-4191-121	Salaries	$ 35,122.98	$ -	$ -
10-00-4191-181	FICA	$ 2,686.92	$ -	$ -
10-00-4191-182	Retirement	$ -	$ -	$ -
10-00-4191-183	Group Insurance	$ 4,095.00	$ -	$ -
10-00-4191-186	Workman's Compensation	$ -	$ -	$ -
10-00-4191-189	Unemployment Insurance	$ -	$ -	$ -
10-00-4191-190	Professional Services	$ 63,944.67	$ 106,584.00	$ 52,000.00
10-00-4191-192	Professional- Legal	$ 510.00	$ 5,000.00	$ 5,000.00
10-00-4191-260	Materials & Supplies	$ 707.65	$ 2,400.00	$ 1,200.00
10-00-4191-310	Travel/Training	$ -	$ -	$ -
10-00-4191-391	Advertising	$ 617.10	$ 1,000.00	$ 2,000.00
10-00-4191-430	Leases	$ 5,565.84	$ 5,600.00	$ 6,000.00
10-00-4191-440	Computer Service	$ -	$ 1,100.00	$ 500.00
10-00-4191-441	Contract Services	$ 307.50	$ 239,616.00	$ 355,880.00
10-00-4191-510	Capital Outlay	$ 420.00	$ 25,000.00	$ -
	Grand Total	$ 113,977.66	$ 386,300.00	$ 422,580.00

Capital Outlay: None

Budget Highlights:

- There is an $36,280 increase due to the City needs of a revised zoning and subdivision ordinance

Personnel:

- There are no City personnel

Return to TOC

Public Buildings

The Public Buildings Department provides preventative maintenance and repairs to all city facilities/buildings.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-00-4194-194	Techinial/Engineering	$ -	$ -	$ -
10-00-4194-210	Cleaning and Non Office Supplies	$ 542.40	$ 4,000.00	$ 4,000.00
10-00-4194-240	Supplies	$ 69.58	$ 500.00	$ 600.00
10-00-4194-359	Repair and Maintenance	$ 17,080.59	$ 34,000.00	$ 30,000.00
10-00-4194-410	Facilities Rental	$ -	$ 200.00	$ 200.00
10-00-4194-441	Security Monitoring	$ 1,702.50	$ 3,000.00	$ 5,000.00
10-00-4194-442	Pest Control	$ 600.00	$ 800.00	$ 600.00
10-00-4194-443	Contracted Services	$ 4,390.00	$ 5,800.00	$ 19,000.00
10-00-4194-590	Capital Outlay	$ 4,791.51	$ -	$ -
10-00-4194-600	Capital Outlay Other	$ -	$ 110,000.00	$ 180,000.00
	Grand Total	$ 29,176.58	$ 158,300.00	$ 239,400.00

Capital Outlay: None

Budget Highlight: There is an allocation for both the City Hall and City Hall Annex resurfacing.

Animal Control

The Animal Control Department, provided by the Randolph County Animal Control division services people and animals with living together in harmony by assisting people and property from the dangers of disease and the nuisance of roaming, uncontrolled animals.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-10-4210-260	Animal Control Supplies	$ -	$ -	$ -
10-10-4210-693	Animal Control Contract	$ 21,663.74	$ 26,377.00	$ 29,200.00
	Grand Total	$ 21,663.74	$ 26,377.00	$ 29,200.00

Capital Outlay: None

Budget Highlights: There are no significate budget highlights.

Return to TOC

Public Safety

The Public Safety Departments assist the City with the welfare and protection of the citizens of Trinity, NC. This service is provided by the Randolph County Sheriff's Office.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-10-4220-693	Fire Inspections/Contract	$ 10,120.00	$ 10,120.00	$ 10,120.00
10-10-4220-694	Law Enforcement Contract	$ 138,387.00	$ 442,000.00	$ 452,951.00
10-10-4220-695	Randolph County Proj. Safe Neighborhoo	$ 1,145.00	$ 1,215.00	$ 1,276.00
	Grand Total	$ 149,652.00	$ 453,335.00	$ 464,347.00

Capital Outlay: None

Budget Highlight: There is a $11,012 increase due to deputy assignments and an increase in the allocation for Randolph County Project Safe Neighborhood.

Powell Bill

The Powell Bill Department provides assistance for municipally-maintained streets for the citizens of Trinity, NC.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-20-4500-121	Salaries	$ 1,249.73	$ 6,500.00	$ 6,000.00
10-20-4500-181	FICA	$ 93.99	$ 500.00	$ 500.00
10-20-4500-182	Retirement	$ -	$ 800.00	$ 800.00
10-20-4500-183	Group Insurance	$ -	$ 1,200.00	$ 3,000.00
10-20-4500-194	Professional Services	$ 16,398.39	$ 35,000.00	$ 30,000.00
10-20-4500-591	Fiscal Year Expenditures	$ 172,471.34	$ 100,000.00	$ 80,000.00
	Grand Total	$ 190,213.45	$ 144,000.00	$ 120,300.00

Capital Outlay: None

Budget Highlight: There is a $23,700 decrease due to patching and resurfacing recommendations

Return to TOC

Public Services

Department Overview

The Public Works Department provides maintenance of the city streets, signs, pavement markings, and sidewalks. The Public Works Department assist to maintain a high standard of health and cleanliness by managing timely collection and disposal of the solid waste. This department consists of Streets, Sanitation, and Stormwater.

Mission Statement

The mission of the Public Works Department is to protect the health and welfare of our citizens and visitors. The Public Works Department will provide quality services to our citizens in a timely and efficient manner.

Department Goals

- To continue to assist and work with WithersRavenel in the City's largest sewer project since the City's beginning.
- To continue to assist and work with developers within the City during the most significant development boom since the City's beginning.
- Implement a Work Order system for the Maintenance division.
- Continue to maintain sewer outfalls and lift stations in an effective and efficient manner.
- Renovations of the old City Hall

Accomplishments

- Assist with the planning of new sewer and stormwater connections

Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
Public Works Director	0.2	0.2	0
Planning Director	0.25	0.25	0
Stormwater Manager	0	0	1.5
Total Personnel	0.45	0.45	1.5

Expenditure Summary

Expenses	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ 44,540	$ 38,000	$ 146,500
Operational	$ 797,615	$ 698,850	$ 725,460
Capital Outlay	$ 2,000	$ 30,000	$ -
Total Personnel	$ 844,155	$ 766,850	$ 871,960

Return to TOC

Street

The Street Department maintains City's streets, signs, pavement markings, sidewalks, to provide ice and snow control on streets located within the City limits.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-20-4510-186	Worker's Comp	$ 2,126.77	$ 3,000.00	$ 3,500.00
10-20-4510-241	Signage	$ 2,299.56	$ 5,000.00	$ 5,000.00
10-20-4510-260	Materials/Supplies	$ 56.68	$ 1,200.00	$ 2,000.00
10-20-4510-331	Street Lighting	$ 93,255.13	$ 94,500.00	$ 115,000.00
10-20-4510-430	Equipment Lease	$ -	$ 1,500.00	$ 1,500.00
10-20-4510-491	MPO Membership	$ 616.85	$ 1,500.00	$ 1,500.00
10-20-4510-550	Capital Outlay	$ 442.49	$ 5,000.00	$ -
10-20-4510-600	Contracted Services	$ 2,128.75	$ 17,000.00	$ 20,000.00
	Grand Total	$ 100,926.23	$ 128,700.00	$ 148,500.00

Capital Outlay: None

Budget Highlight: There is a $19,800 increase due to increasing the amount of City paid street lights

Personnel: There are no City personnel

Return to TOC

Stormwater

The Stormwater Department ensures to mitigate stormwater drainage and flooding issues for the citizens of Trinity within the city limits.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-20-4511-121	Salaries	$ 19,522.55	$ 35,000.00	$ 120,000.00
10-20-4511-181	FICA	$ 1,481.84	$ 2,700.00	$ 9,200.00
10-20-4511-182	Retirement	$ -	$ 4,300.00	$ 15,500.00
10-20-4511-183	Group Insurance	$ 11,115.00	$ 6,650.00	$ 23,500.00
10-20-4511-186	Workermans Compensation	$ -	$ -	$ 2,000.00
10-20-4511-189	Unemployment Insurance	$ -	$ 600.00	$ 750.00
10-20-4511-194	Professional Services	$ 24,023.08	$ 30,000.00	$ 35,000.00
10-20-4511-260	Materials/Supplies	$ -	$ 300.00	$ 400.00
10-20-4511-310	Travel Training	$ 350.00	$ 1,200.00	$ 5,600.00
10-20-4511-430	Rental Equipment	$ -	$ 200.00	$ 500.00
10-20-4511-550	Capital Outlay	$ -	$ 25,000.00	$ -
10-20-4511-600	Contracted Services	$ 16,721.00	$ 14,000.00	$ 60,000.00
	Grand Total	$ 73,213.47	$ 119,950.00	$ 272,450.00

Capital Outlay: None

Budget Highlight: There is a $152,500 increase due to staffing needs for Stormwater management Program.

Personnel: Personnel includes salaries and benefits for employees split (50/50) between the Sewer and Stormwater.

Return to TOC

Sanitation and Recycling

The Sanitation and Recycling Department maintains a high standard of health and cleanliness of the City of Trinity's solid waste disposal.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-20-4512-199	Billing Fees	$ 35,184.29	$ 30,000.00	$ 30,000.00
10-20-4512-200	Tipping Fees	$ 114,871.84	$ 130,000.00	$ 138,000.00
10-20-4512-260	Material Supplies (SANITATION)	$ -	$ 200.00	$ 200.00
10-20-4512-261	Material Supplies (PUBLIC WORKS)	$ 1,940.59	$ 3,000.00	$ 3,000.00
10-20-4512-443	Contract Services	$ 338,631.00	$ 335,000.00	$ 336,000.00
10-20-4512-444	City Haul	$ 16,257.02	$ 20,000.00	$ 20,000.00
10-20-4512-550	Capital Outlay	$ -	$ -	$ -
	Grand Total	$ 506,884.74	$ 518,200.00	$ 527,200.00

Capital Outlay: None

Budget Highlight: There is a $9,000 increase of contracted sanitation services due to inflation

Personnel: There are no City personnel

Return to TOC

Economic Development

Department Overview

The Economic Development Department ensures that grant incentive payments made to aid to promote continued economic development and growth within the City of Trinity. The Economic Development Department will assist to diversify and increase the tax base and create or maintain jobs.

Mission Statement

The Economic Development Department ensures that grant incentive promote the growth of the City of Trinity. The Economic Development Department will assist to diversify and increase the tax base and create or maintain jobs.

Department Goals

- To recruit businesses that are suited to the region.
- To maintain and strengthen region's position as a tourist destination.
- To strengthen the local tax base
- To encourage development that is environmentally sensitive
- Recruit a grocery store and restaurant
- Complete a branding program for the City.

Accomplishments

- Completed the City's Branding Program

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-40-4920-299	Miscellaneous Expenditure	$ 105,000.00	$ 7,340.00	$ 4,000.00
10-40-4920-491	EDC Appropriation	$ 6,000.00	$ 6,600.00	$ 6,600.00
	Grand Total	$ 111,000.00	$ 13,940.00	$ 10,600.00

Capital Outlay: None

Return to TOC

General Fund Transfers

The General Fund will transfer 59.06% of the City's Sales and Use Tax to the Sewer Fund to cover the debt service payments and annual operational expenditures for the Sewer Fund.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-60-9140-700	Transfer to W/S Debt Service	$ 1,377,413.00	$ 1,286,150.00	$ 1,115,544.00
	Grand Total	$ 1,377,413.00	$ 1,286,150.00	$ 1,115,544.00

Special Allocations

The Special Allocations Department assists in the growth and well-being of the community through other agencies within the surrounding area(s) of Trinity, NC. The City's contingency allocation for future events or circumstances which are possible but cannot be predicted with certainty are held within this department. A contingency appropriation shall not exceed five percent (5%) of the total of all other appropriations in the same fund. There is no limit on contingency appropriations for public assistance programs required by Chapter 108A.

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
10-80-9810-611	Library Cont. to COA	$ 5,000.00	$ 5,000.00	$ 5,000.00
10-80-9810-698	Archdale/Trinity Chamber	$ 5,000.00	$ 5,000.00	$ 7,000.00
10-80-9810-699	RC Seniors	$ 10,126.00	$ 7,620.00	$ 9,855.00
10-80-9810-991	Contingency	$ -	$ 50,126.00	$ 51,524.00
	Grand Total	$ 20,126.00	$ 67,746.00	$ 73,379.00

Capital Outlay: None

Budget Highlights: There is a $5,633 increase due to an increase in contingency and the requested amount allocated to the Archdale Trinity Chamber.

Return to TOC

(Major Governmental Fund)

Sewer Fund

The Sewer Fund is an enterprise fund used by a government entity. The Sewer Fund is used to record all resource inflows and outflows that are associated with wastewater treatment. The activities being paid for through the sewer fund constitute the core administrative and operational tasks of the government entity for installation and maintenance of wastewater mains, wastewater service connections, wastewater manholes, wastewater outfalls, wastewater pumping stations, and capital improvements.

Return to TOC

Sewer Fund Revenues

Appropriated Retained Earnings – revenues that are an accumulated portion of the Sewer Fund's "profits" like a savings account

Sales Tax Transfer From GF – revenue transferred from the General Fund of the City's Sales and Use Tax from the General Fund to the Sewer Fund to cover the debt service payments and annual operational expenditures for the Sewer Fund

Sewer Billing – revenues received from citizens for wastewater treatment services

Sewer Tap Fees – revenues received for the installation of sewer taps

Return to TOC

Sewer Fund Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
62-91-3710-500	Sewer billing	$ 945,266.30	$ 890,000.00	$ 1,267,875.00
62-91-3713-520	Sewer Tap Fees	$ 28,975.06	$ 18,000.00	$ 44,000.00
62-91-3831-800	Int. on Inv	$ 845.55	$ 100.00	$ 3,750.00
62-91-3980-980	Transfer from Capacity Resev Fund	$ -	-	$ 375,000.00
62-91-3980-982	Sales Tax Transfer From GF	$1,377,413.00	$ 1,286,150.00	$ 1,115,544.00
62-91-3990-980	Appropriate Retained Earnings	$ -	$ 161,259.00	$ -
	Grand Total	$2,352,499.91	$ 2,355,509.00	$ 2,806,169.00

Return to TOC

Sewer Funds Explanation of Expenditures

Capital Improvement - a short-rang plan which usually covers a year span of four to ten years that provides a planning schedule for major construction, repair of, or additions to buildings, parks, streets, and other City facilities

Capital Outlay – expenses for items with an acquisition cost of $5,000 or more

Consumption Charges – expenses for wastewater treatment services

Contingency – expenses for unexpected events

Dues & Subscription – expenses for employee annual professional memberships for career enhancement

FICA – expenses for payroll taxes (7.65%)

Group insurance – expenses for health, dental, and short-term disabilities for employees

Material & Supplies – expenses for office or departmental supplies

Pump/Meter Station Maint – expenses for the pump and meter station grounds maintenance

Salaries – expenses for City employees and City Council for salaries and wages

Travel/Training – expenses for the employees' professional growth such as certifications, continuing education credit, etc.

Utilities – expenses for electricity, heating oil, natural gas, water service, etc.

Return to TOC

Sewer

Department Overview

The Sewer Department handles the installation and maintenance of wastewater mains, service connections, manholes, outfalls, and pumping stations for the citizens in Trinity, NC.

Mission Statement

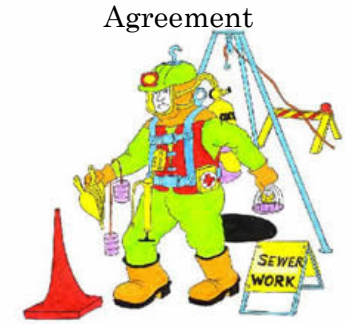
The mission of the Sewer Department is to protect our natural resources through the effective and efficient collection and treatment of the wastewater discharge by commercial and residential clients. The Sewer Department will perform all operations in a safe manner to avoid personal injury.

Department Goals

- Reduce wastewater stoppages (sewer chokes) through a scheduled main line cleaning program.
- Prevent public health hazards and unnecessary damage to public and private property.

Accomplishments

- Progress on the City of High Point Interlocal Agreement



Personnel Summary

Authorized Position	FY 2022	FY 2023	Proposed FY 2024
Public Services Director	0.8	0.8	0.5
Public Services Supervisor	1	1	0.5
Public Services Technician	1	1	0.5
Total Personnel	2.8	2.8	1.5

Expenditure Summary

Expenses	FY 2022	FY 2023	Proposed FY 2024
Personnel	$ 149,350	$ 212,900	$ 168,200
Operational	$ 2,195,967	$ 2,107,609	$ 2,630,969
Capital Outlay	$ 38,154	$ 35,000	$ 7,000
Total Personnel	$ 2,383,471	$ 2,355,509	$ 2,806,169

Return to TOC

Sewer

Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
Salaries	$ 114,368.83	$ 143,300.00	$ 120,000.00
FICA	$ 8,616.69	$ 11,000.00	$ 9,200.00
Retirement	$ -	$ 17,400.00	$ 15,500.00
Group Insurance	$ 35,100.00	$ 41,200.00	$ 23,500.00
Worker's Comp	$ 2,126.77	$ 4,000.00	$ 6,000.00
Unemployment Insurance	$ -	$ 2,200.00	$ 1,900.00
Legal Services	$ 300.00	$ 3,000.00	$ 3,000.00
Technical & Contract Services	$ 16,461.44	$ 25,000.00	$ 25,000.00
Billing Fees	$ 29,328.43	$ 22,000.00	$ 30,000.00
Materials & Supplies	$ 14,001.69	$ 18,000.00	$ 15,000.00
Travel Training	$ 1,396.66	$ 1,200.00	$ 6,000.00
Utilities-Electric	$ 46,850.93	$ 65,000.00	$ 55,000.00
Fuel Oil Gnerator Maintenance	$ 1,725.79	$ 2,400.00	$ 3,600.00
Consump. & Capacity Chg	$ 452,923.92	$ 555,000.00	$ 510,000.00
Pump/Meter Stat. Maint.	$ 24,699.89	$ 15,000.00	$ 150,000.00
SEWER TAP EXPENSE	$ 11,550.00	$ 10,000.00	$ 10,000.00
Tap Fee Refunds	$ 1,500.00	$ 1,000.00	$ 1,000.00
Capital Outlay	$ 6,566.67	$ 35,000.00	$ 7,000.00
CONTRACTED SERVICES	$ 39,407.80	$ 75,000.00	$ 150,000.00
High Point Interlocal Agreement	$ -	$ 274,873.00	$ 366,497.00
TVILLE WWWTP UPGRADE	$ 498,167.52	$ 498,169.00	$ 498,169.00
SEWER PHASE 2	$ 100,756.25	$ 100,225.00	$ 100,650.00
SEWER PHASE 3	$ 224,556.74	$ 258,400.00	$ 258,840.00
SEWER PHASE 4	$ 215,581.51	$ 225,219.00	$ 224,407.00
AARA STIMULUS	$ 52,570.55	$ 52,571.00	$ 52,571.00
Phase 5 Sewer BAN	$ 142,484.76	$ 149,225.00	$ 149,335.00
Contingency	$ 2,539.11	$ 25,000.00	$ 14,000.00
Grand Total	$ 2,043,581.95	$ 2,630,382.00	$ 2,806,169.00

Return to TOC

Capital Outlay: Brush Cutter

Budget Highlight: There is a $176,787 increase due to the allocation to the City of High Point for the City's Interlocal agreement for wastewater treatment services.

Personnel: Personnel includes salaries and benefits for employees split (50/50) between the Sewer and Stormwater.

Return to TOC

(Non-Major Funds)

Sewer Capacity Reserve Fund

Parks and Recreation Fund

Steeplegate Lift Station Project Fund

American Rescue Plans Funds ARP

And

State Capital and Infrastructure Grant Fund

A non-major fund are those funds in which special purpose City activities are accounted for. These include special revenue funds, capital project funds, smaller scale enterprise funds, and internal service funds. Several fiduciary funds are presented here as well.

The Sewer Capacity Reserve Fund will "hold" the sewer capacity charges from Trinity's citizens for capital expansion fees and system improvement.

The Parks and Recreation Fund will aid to promote community pride and wellness through relevant leisure while expanding recreational opportunities for the community.

The Steeplegate Lift Station Project Fund will aid in the treatment of our wastewater by distributing treatment to another local government entity at a lower effective cost for our citizens.

American Rescue Plan Funds are federal funds provided for relief for state, local, and Tribal governments to invest in infrastructure, including water, sewer, and broadband services.

The State Capital and Infrastructure Grant Fund (SCIF) is a federal grant allocated to the City for the purchase of capital outlay or infrastructure improvement. The City has allocated a portion for capital outlay purchase and a remodel of the old City Hall for the use of a Sheriff Satellite Station.

Return to TOC

Sewer Capacity Reserve Fund

Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
63-91-3714-530	Capacity Fees	$ 158,958.00	$ 52,000.00	$ 375,000.00
63-91-3831-800	Int. on Investments	$ 273.12	$ 500.00	$ 1,500.00
63-91-3980-300	Approp. From Retained Earnin	$ -	$ 274,873.00	$ 4,500.00
63-91-9840-062	Transfer from fund 62	$ -	$ -	$ -
	Grand Total	$ 159,231.12	$ 327,373.00	$ 381,000.00

Expenditures

Account Number	Account Description	Fiscal Year Actucal 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
		$ -	$ -	$ -
63-91-9200-599	Annual/Future Expenditures	$ -	$ 200.00	$ 6,000.00
62-91-9200-980	Transfer to W/W Debt Service	$ -	$ 52,300.00	$ 375,000.00
	Grand Total	$ -	$ 52,500.00	$ 381,000.00

Capital Outlay: None

Return to TOC

Parks and Recreation Fund

Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
20-80-1216-020	Parks and Recreation Revenues	$ -	$ -	$ -
20-80-3613-490	ATM Lease	$ 3,300.00	$ 3,300.00	$ 3,300.00
20-80-3613-800	Interest on Investments	$ 203.66	$ 180.00	$ 600.00
20-80-3990-000	Approp. Fund Balance	$ -	$ 15,000.00	$ -
	Grand Total	$ 3,503.66	$ 18,480.00	$ 3,900.00

Expenditures

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
20-80-4521-260	Materials and Supplies	$ 5.00	$ 50.00	$ 50.00
20-80-4521-331	Utilities	$ 1,695.79	$ 650.00	$ 550.00
20-80-4521-443	Contracted services	$ -	$ 15,100.00	$ 900.00
20-80-4521-499	Donations	$ -	$ 1,380.00	$ 1,400.00
20-80-4521-580	Recreation	$ -	$ 1,300.00	$ 1,000.00
	Grand Total	$ 1,700.79	$ 18,480.00	$ 3,900.00

Capital Outlay: None

Return to TOC

Steeplegate Lift Station Project Fund

Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
67-91-3714-360	ARPA GRANT	$ 1,930,000.00	$ 1,930,000.00	$ 2,094,915.00
67-91-3714-361	ARP-STATE FISCAL RECOVERY FUND	$ 5,994,000.00	$ 5,994,000.00	$ 5,994,000.00
67-91-3990-900	SRF Funding	$ 1,300,000.00	$ 1,300,000.00	$ 1,300,000.00
	Grand Total	$ 9,224,000.00	$ 9,224,000.00	$ 9,388,915.00

Expenditures

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
67-91-7140-190	Project Administration Costs	$ 18,872.50	$ 308,475.00	$ 308,475.00
67-91-7140-194	Technical/Engineering Services	$ 330,832.22	$ 500,000.00	$ 500,000.00
67-91-7140-570	Construction	$ -	$ 7,620,440.00	$ 7,620,440.00
67-91-7140-695	Initial Capital Contribution	$ -	$ 560,000.00	$ 560,000.00
67-91-7140-991	Contingency	$ -	$ 400,000.00	$ 400,000.00
	Grand Total	$ 349,704.72	$ 9,388,915.00	$ 9,388,915.00

Return to TOC

American Rescue Plan Funds (ARP)

Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
40-00-6900-800	ARP Investment Earnings	$ 147.63	$ -	$ 1,100.00
40-00-6900-801	AMERICAN RESUCE PLAN FUNDS	$ 1,052,657.66	$ 1,052,658.00	$ 2,106,415.00
	Grand Total	$ 1,052,805.29	$ 1,052,658.00	$ 2,107,515.00

Expenditures

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
40-00-6900-980	Transfer to ARP Projects	$ -	$ 10,400.00	$ 2,107,515.00
	Grand Total	$ -	$ 10,400.00	$ 2,107,515.00

Return to TOC

State Capital and Infrastructure Grant Fund (SCIF)

Revenues

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
50-00-1600-041	SCIF Cash	$ -	$ -	$ 150,000.00
	Grand Total	$ -	$ -	$ 150,000.00

Expenditures

Account Number	Account Description	Fiscal Year Actual 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024
50-00-6901-510	Capital Outlay	$ -	$ -	$ 50,000.00
50-00-6901-600	Capital Outlay Other	$ -	$ -	$ 100,000.00
	Grand Total	$ -	$ -	$ 150,000.00

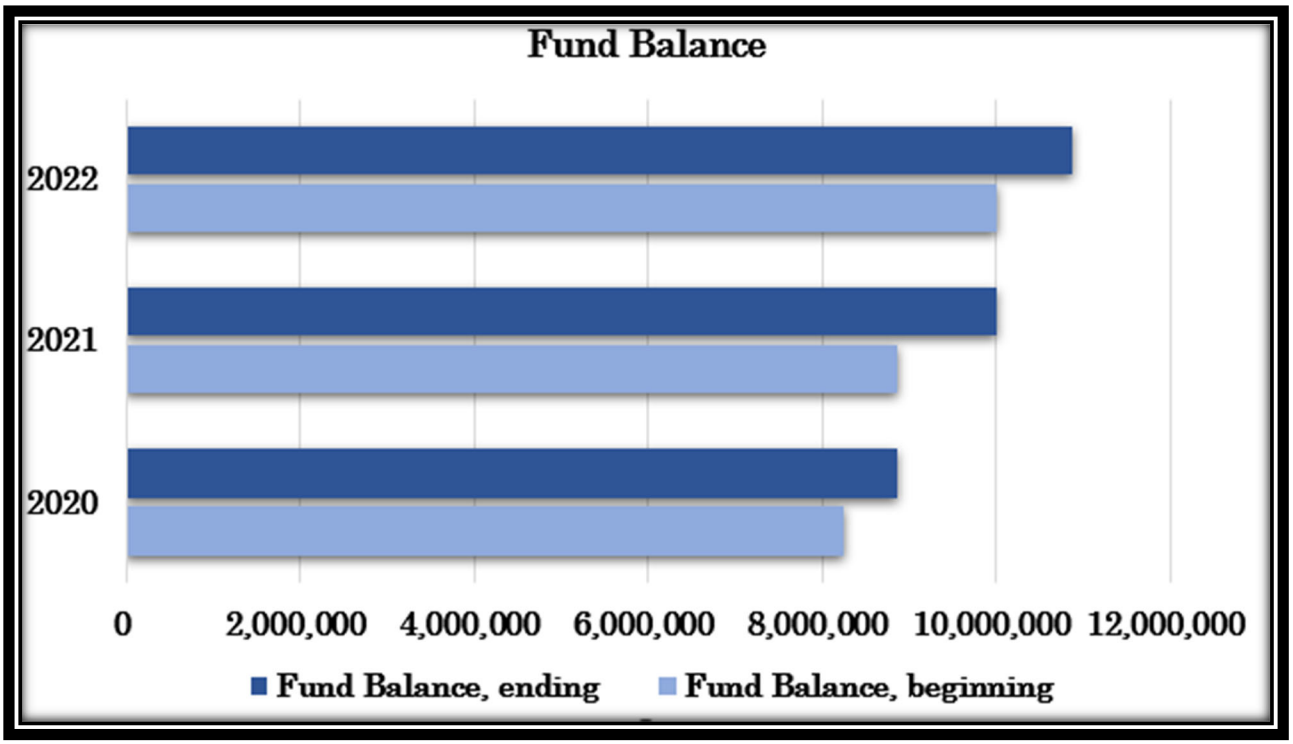
Return to TOC

Consolidated
And
Fund Financial Schedules

Return to TOC

General Fund

The General Fund is the primary fund used by a government entity. The General Fund is used to record all resource inflows and outflows that are not associated with special-purpose funds. The activities being paid for through the general fund constitute the core administrative and operational tasks of the government entity. Fund Balance is an accumulation of revenues minus expenditures. Each fund maintained by the city has a Fund Balance. General Fund Balance can be used in future years for purposes determined by the Trinity City Council. The following charts will show the City's Consolidated revenues, expenditures, and changes in Fund Balance for three consecutive fiscal years.



Return to TOC

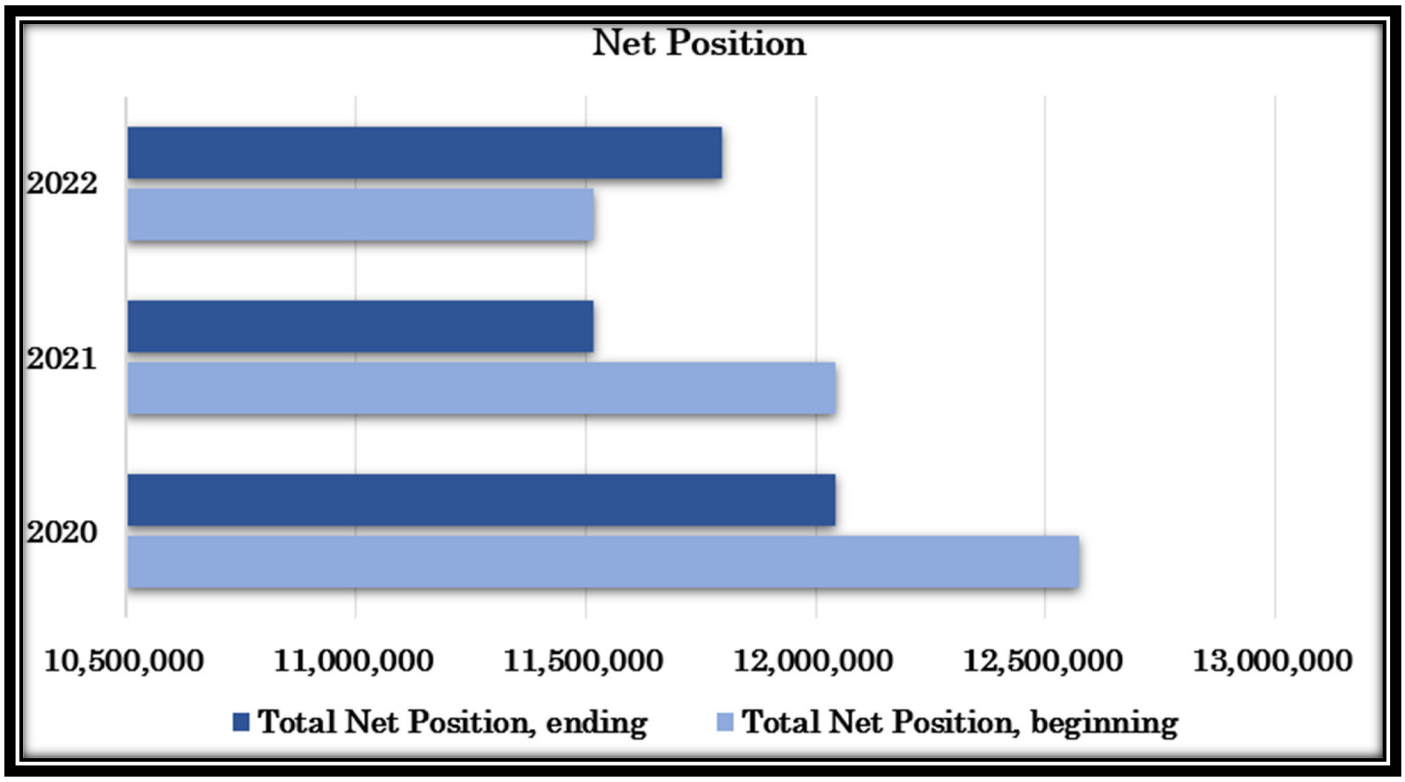
Changes in General Fund Balance

Revenues:	2020	2021	2022
Ad Valorem Taxes	627,303	660,504	676,787
Other Taxes and Licenses	22,725	23,935	40,380
Unrestricted Intergovernmental	1,978,575	2,241,195	2,621,406
Restricted Intergovernmental	182,238	299,095	285,269
Sales and Services	480,809	496,930	504,255
Investment Earnings	30,296	3,592	3,537
Miscellaneous	61	816	5,011
Total Revenues	3,322,007	3,726,067	4,136,645
Expenditures:	2020	2021	2022
General Government	612,914	589,583	715,738
Public Safety	142,268	166,271	171,316
Public Works	662,516	697,773	873,596
Economic Development	6,000	6,000	111,000
Special Appropriations	26,806	23,165	20,126
Total Expenditures	1,450,504	1,482,792	1,891,776
Revenues over Expenditures	1,871,503	2,243,275	2,244,869
Other Financing Sources (uses)	(1,255,355)	(1,097,775)	(1,377,413)
Fund Balance Appropriated	0	0	0
Net Change in Fund Balance	616,148	1,145,500	867,456
Fund Balance, beginning	8,248,529	8,865,677	10,011,177
Fund Balance, ending	8,865,677	10,011,177	10,878,633

Return to TOC

Sewer Fund

The Sewer Fund is the enterprise and proprietary fund used by a government entity. The Sewer Fund is used to record all resource inflows and outflows that are associated with business type activities and sewer charges. Sewer Net Position is an accumulation of revenues minus expenditures. Each fund maintained by the city has a Net Position. Fund balance can be used in future years for purposes determined by Trinity City Council. The following charts will show the City of Trinity's Consolidated revenues, expenditures, and changes in Sewer Net Position for three consecutive fiscal years.



Return to TOC

Changes in Sewer Fund Balance

OPERATING REVENUES	2020	2021	2022
Charges for Services	795,488	883,162	945,266
Tap Fees	72,401	66,924	192,351
Miscellaneous	0	0	0
Total Operating Revenues	867,889	950,086	1,137,617
OPERATING EXPENSES	**2020**	**2021**	**2021**
Other Operating Expenses	1,508,784	1,415,324	1,332,376
Depreciation	793,788	786,985	779,962
Total Operating Expenses	2,302,572	2,202,309	2,112,338
Operating Income (loss)	(1,434,683)	(1,252,223)	(974,721)
NONOPERATING REVENUES (EXPENSES)	**2020**	**2021**	**2022**
Investment Earnings	7,397	546	1,119
Interest and Other Charges	(444,685)	(435,378)	(426,379)
Total Nonoperating Revenues (expenses)	(437,288)	(434,832)	(425,260)
Income (loss) before Contributions and Transfers	(1,871,971)	(1,687,055)	(1,399,981)
Capital Contributions	86,428	62,061	301,608
Transfer from other Funds	1,255,355	1,097,775	1,377,413
Change in Net Position	(530,188)	(527,219)	279,040
Total Net Position, beginning	12,574,366	12,044,178	11,516,959
Total Net Position, ending	12,044,178	11,516,959	11,795,999

Return to TOC

Capital Improvement Plan

Return to TOC

Capital Improvement Plan

A Capital Improvement Plan (CIP), or Capital Improvement Program is a long-rang plan which usually covers a year span of four to ten years. The CIP is a multi-year plan for major capital expenditures such as the acquisition of land, construction or significant renovation for public facilities, construction of infrastructure such as roads and sewer. This plan identifies capital projects and large equipment purchases for the City of Trinity. The CIP will provide a planning schedule which will aid in the City identifying their options for financing future projects. Each department will provide a listing of future capital improvements and outlays. The capital improvements will be for major construction, repair of, or additions to buildings, parks, streets, and other City facilities. Capital Improvements projects cost $45,000 or more and have a useful life of more than three years. Capital outlays are defined as vehicles, equipment, improvements, software, and furniture with an acquisition value of $5,000 or more.

The City's staff have conducted an extensive review of each department to determine what improvements will be needed for the betterment for the City of Trinity. The following improvements will be listed according to the departments and the departments needs/improvements to present to the Trinity City Council for assistance with scheduling the rehab, replace or upgrades of these listing(s).

City Council

Electronic Agenda Software- estimate $6,000 10%

Software program that allows you to track and collaborate all meeting topics and documents. The program can compile and distribute agenda packets, record actions, discussions, and decisions, automatically publish meeting information and documents and distribute information to the proper channels.

(Fiscal Year 2023 – 2024)

City Hall Complex – estimate $5 million

This project will consist of the acquisition and construction of a City Hall chamber and citizen services such as senior programs to be conducted in one location.

(Fiscal Year 2027 – 2028)

Return to TOC

Administration

Website - estimate $6,000 10%

Website redesign conducted by an information technology company to change of the code, content, structure, and visuals of Trinity's current website to better serve our visitors. A great website redesign tends to boost revenue, lower bounce rates, and improve user experience (UX). **(Fiscal Year 2023 – 2024)**

Branding - estimate $13,000 100%

The City of Trinity branding is important because it is how a municipality gets recognition and becomes known to the consumers . The logo is the most important element of branding, especially where this factor is concerned, as it is essentially the face of the municipality. **(Fiscal Year 2023 – 2024)**

Finance

Office Software- estimate $80,000

It is highly important for the City to streamline all their processes for accuracy and availability. This will save time in employees' processing measures. When obtaining software for the "whole" office, it will remove the need of having multiple software applications as well as remove add security be the removal of spreadsheet documentation. This software will tie City departments into one (1) system making all processes uniform. **(Fiscal Year 2024 – 2025)**

Planning and Zoning

Comprehensive Land Use Plan- estimate $80,000 80%

The Comprehensive Land Use Plan presents a vision for the future, with long-range goals and objectives for all activities that affect the local government. The plan provides continuity across time and gives successive public bodies a common framework for addressing land-use issues. The plan contains valuable information that drives the location decisions of prospective firms. **(Fiscal Year 2023 – 2024)**

Code Enforcement- estimate $64,000 100%

Continue to outsource the City's code enforcement program.
(Fiscal Year 2023 – 2024)

Return to TOC

Buildings

City Hall Annex Renovations- estimate $176,000 10%

The City Hall Annex is in need some improvements and repairs. The City Hall Annex needs a new HVAC unit which will replace three of the current units. The installation of the new unit will consist of duct work to run all ducts to one unit instead of three units. This will include the replacement of carpet, painting and repair/replace of ADA ramps. **(Fiscal Year 2023 – 2024)**

Sewer

Side-by-Side- estimate $35,000 100%

A side-by-side is a two-person UTV (Utility Task Vehicle) vehicle which will be used for the routine maintenance of pump stations, mowing, etc.

Zero-Turn Mower- estimate $15,500

A zero-turn mower is a lawn mower that has its mowing deck in front of the machine, rather than underneath like a traditional tractor. This type of machine is great for the maintenance of City owned property and rights-of-way. **(Fiscal Year 2025 – 2026)**

F-250 Service Truck- estimate $75,000

This service truck would replace the current 2007 Chevy 2500 HD service truck. This vehicle will be used on all service calls for utility concerns.

Parks and Recreation

Greenway/ Walking Trail- estimate $100,000

Construction of a walking trail near the City Hall Annex building.
(Fiscal Year 2025 - 2026)

Parks and Recreation Master Plan- estimate $45,000

The Parks and Recreation plan will consist of a plan to build and enhance our outdoor living activities. **(Fiscal Year 2025 - 2026)**

Community Park- estimate $2.5 million

The construction of a community park for residents to utilize for outdoor recreation and to improve the quality of life for our residents. **(Fiscal Year 2025-2026)**

Return to TOC

Debt Obligations

As of June 30, 2022, the City of Trinity had total debt outstanding of $20,939 for compensated absences, $11,448,441 for general obligation bonds, $473,132 for a Sewer AARA note payable, and $72,692 of net pension liability. These are backed by the full faith and credit of the City.

Return to TOC

TRINITY
NORTH CAROLINA

Outstanding Debt

	Governmental Activities		Business-type Activities		Total	
	2022	2021	2022	2021	2022	2021
Compensated absences	$ 20,939	$ 36,549	$ -	$ -	$ 20,939	$ 36,549
Sewer AARA note payable	-	-	473,132	525,703	473,132	525,703
General obligation bond	-	-	1,468,000	1,503,000	1,468,000	1,503,000
General obligation bond	-	-	3,351,919	3,438,919	3,351,919	3,438,919
General obligation bond	-	-	4,027,609	4,114,609	4,027,609	4,114,609
General obligation bond	-	-	2,651,565	2,699,565	2,651,565	2,699,565
Net pension liability	50,652	120,180	22,040	31,333	72,692	151,513
Total	$ 71,591	$ 156,729	$ 11,994,265	$ 12,313,129	$ 12,065,856	$ 12,469,858

The City of Trinity's total debt decreased by $404,002 (3.24%) during the past fiscal year, primarily due to the payment of bonds. North Carolina general statutes limit the amount of general obligation debt that a unit of government can issue to 8% of the total assessed value of taxable property located within that government's boundaries. The legal debt margin for City of Trinity is $53,349,668. The City of Trinity's general obligation bonds listed are for wastewater treatment expansions.

Return to TOC

Proposed Annual Budget
Fiscal Year 2022 – 2023

Return to TOC

Project Ordinance Summary
Fiscal Year 2023 – 2024

The City of Trinity adopts project ordinances for grant and capital projects that extend over more than one fiscal year. These project ordinances identify the project and authorize its undertaking. This Project Ordinance Summary will identify the revenues to finance the project and make the appropriations to complete the project. Project ordinances continue in effect for the life of the project and do not require re-appropriation each fiscal year. The information presented below represents the City of Trinity's current authorized project ordinances as of March 09, 2023.

	Project Beginning Balance	YTD Expenditures	Available Balance
SCIF Grant	$ 150,000.00	$ -	$ 150,000.00
Steeplegate Lift Station	$ 9,224,000.00	$ -	$ 9,224,000.00
Total Grant Projects	**$ 9,374,000.00**	**$ -**	**$ 9,374,000.00**

Return to TOC

CITY OF TRINITY
FY 2023 – 2024

BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Trinity, State of North Carolina:

Section 1. 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, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this City:

	Increase (Decrease)
Governing Board	$ 58,900
Administration	485,600
Finance	279,220
Planning and Zoning	422,580
Public Buildings	239,400
Public Safety	
Law Enforcement	452,951
Fire Inspections	10,120
Animal Control	29,200
Randolph Co Project Safe	1,276
Public Services Streets	148,500
Public Services Stormwater	272,450
Public Services Sanitation	527,200
Economic Development	10,600
Special Appropriations	
Archdale-Trinity Chamber of Commerce	7,000
Randolph County Library-Archdale	5,000
Randolph County Seniors	9,855
Contingency	51,524
Powell Bill Funds	120,300
Transfers to Other Funds	1,115,544
Total Appropriations	$ 4,247,220

Return to TOC

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

		Increase (Decrease)
Current Year's Real Property Taxes	$	932,000
Discount on Taxes		-
Current Year's Motor Vehicle Taxes		85,000
Prior Years' Real Property Taxes		2,000
Prior Years' Motor Vehicle Taxes		300
Powell Bill Funds		175,000
Interest on Powell Bill Funds		600
Franchise Utilities Taxes		263,100
Charges for Current Services		487,200
Sales Tax		1,888,802
Interest on Investments		8,000
Other Revenues		92,600
City Hall Reserve Appropriation		75,000
Fund Balance Appropriation		237,618
Total Estimated Revenues	$	4,247,220

Section 3. The following amounts are hereby appropriated in the Parks and Recreation Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024 in accordance with the chart of accounts approved for the City:

		Increase (Decrease)
Other Operating Revenues	$	3,900
Total Appropriations	$	3,900

Section 4. It is estimated that the following revenues will be available in the Parks and Recreation Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

		Increase (Decrease)
Other Operating Revenues	$	3,300
Investment Earnings		600
Total Estimated Revenues	$	3,900

Return to TOC

Section 5. The following amounts are hereby appropriated in the Sewer Fund for the operation of the sewer utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore approved for the City:

		Increase (Decrease)
Sewer Utility Operations	$	1,141,700
Debt Service		1,664,469
Total Appropriations	$	2,806,169

Section 6. It is estimated that the following revenues will be available in the Sewer Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

		Increase (Decrease)
Sales and Services	$	1,311,875
Interest on Investments		3,750
Transfer from General Fund		1,115,544
Transfer from Sewer Capacity Fund		375,000
Total Estimated Revenues	$	2,806,169

Section 7. The following amounts are hereby appropriated in the Sewer Connection Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore approved for the City:

		Increase (Decrease)
Sewer Capacity Operations	$	6,000
Transfer to Sewer Fund Debt Service		375,000
Total Appropriations	$	381,000

Section 8. It is estimated that the following revenues will be available in the Sewer Connection Fee Reserve Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

		Increase (Decrease)
Sales and Services	$	375,000
Interest on Investment		1,500
Appropriate Net Position		4,500
Total Estimated Revenues	$	381,000

Return to TOC

Section 9. There is hereby levied a tax at the rate of 10 cents ($0.10) per one hundred dollars ($100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed "Current Year's Real Property Taxes" and "Current Year's Motor Vehicle Taxes" in the General Fund in Section 2 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of $969,399,197 and an estimated rate of collection of 96%.

Section 10. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- Officer may transfer amounts up to $10,000 between objects-of-expenditure within a department with an official report on such transfers at the next regular meeting of the City Council.
- Officer may transfer amounts up to $10,000 between departments within the same fund with an official report on such transfers at the next regular meeting of the City Council
- Officer may not transfer amounts between funds nor from any contingency appropriations within a fund.

Section 11. Copies of the Budget Ordinance shall be furnished to the Finance Director for direction in the performance of their duties.

_____

Attest: Richard McNabb, Mayor

_____

Darien Comer, Interim City Clerk

Return to TOC

Fee Schedule

Return to TOC

TRINITY
NORTH CAROLINA

Sewer Rates and Fees Schedule

General

1. All owners of improved real property located within the City and whose property abuts the public sewer line and whose premises on said property are located within two hundred (200) feet of the public sewer line and can be served by gravity flow are required to connect said premises to the sewer line within six (6) months of the sewer line construction and will be billed for consumption charges beginning upon the first day of use or six (6) months after the project construction is completed, whichever occurs first.

2. Customers must file an application for sewer service with the City. Upon approval of the application, the customer shall pay appropriate tap and connection fees before a tap is constructed or the customer is allowed to connect his plumbing piping to the public sewer line.

3. Any customer who is within an area approved by the Trinity City Council for sewer line extensions and who requests a service tap by a date certain as set by the Trinity City Council will be eligible to pay a discount tap fee.

4. No swimming pools shall be connected to the sewer system.

Any residential customer with a privately-owned swimming pool will be allowed an annual sewer bill adjustment for filling the pool. The minimum volume of water used for this purpose must exceed 5,000 gallons based upon water consumption records for that month.

(1) The pool owner must make the request to the City and the last 12 months of water consumption records will be reviewed by the City to determine the amount of the sewer charge to be adjusted. Any residential customer who must refill a pool during the same season because of making repairs to the pool must make application to the City, meet the minimum water consumption criteria and provide proof of swimming pool repair.

Return to TOC

5. Separate meters will be required for any customer who wishes to separate water consumption usage that is not returned to the sewer system for filling pools, irrigation, etc.

1. **Sewer Charges Based on Water Consumption/Inside City Limits**

0-2,000 gallons per month	$ 38.51 per month min.
Greater than 2,000 gallons per month	$ 19.26 per 1,000 gallons

2. **Sewer Charges Based on Water Consumption/Outside City Limits**

Charges for customers whose property is outside the City Limits shall be 200 percent (200%) of the rate charged to customers whose property is inside the corporate boundaries of Trinity.

0-2,000 gallons per month	$ 77.02 per month min.
Greater than 2,000 gallons per month	$ 38.51 per 1,000 gallons

3. **Sewer Tap Fees**

4" Short side	$ 3,800
4" Long side	Actual Cost
6" sewer tap	Actual Cost Plus 20%
Bore Fee	Actual Cost

4. **Sewer Connection Fee/Inside City Limits**

$3.00 per gallon per day based upon page 68 or $2,500 minimum whichever is greater.

5. **Sewer Connection Fee/Outside City Limits**

Capacity fees for customers whose property is outside the City Limits shall be 200 percent (200%) of the fee charged to customers whose property is inside the corporate boundaries of Trinity.

$6.00 per gallon per day based upon Appendix A usage schedule, except for single family detached homes which fee shall be $2,000.

6. **Flat Rate Customers/Inside City Limits**

Cost for sewer service for a single -family residential home that is not connected to a public water system and utilizes a private well for water supply shall be based on the average monthly water usage as determined by Davidson Water, Inc.

Flat Rate Fee	$ 73.36 per month

Return to TOC

7. **Flat Rate Customers/Outside City Limits**
Charges for customers whose property is outside the City Limits shall be 200 percent (200%) of the rate charged to customers whose property is inside the corporate boundaries of Trinity.

8. **Surcharge Rates for High Strength Waste**

Biochemical Oxygen Demand	$0.20	per pound per day
Total Suspended Solids	$0.15	per pound per day
Pretreatment Monitoring Cost	Actual Cost Plus 20%	

9. **Other Fees**

Return Check Fee	$25.00
Delinquent Bill Fee	$25.00
Tampering Fee	$400.00

Return to TOC

Type of Establishment	Details	Daily Flow for Design
Single Family Detached Residences		$1,800
Apartments-per unit		$1,800 per unit
Barber Shop		50 gal/chair
Beauty Shop		125 gal/booth or bowl
Bowling Alley		50 gal/lane
Other Businesses	Other than those listed on this table	25 gal/employee
Church	Not including food service, daycare or camps	3 gal/seat
Country Club	Resident Members	50 gal/person
	Nonresident Members	20 gal/person
Day Care Facility		15 gal/person
Factory	Excluding industrial waste and per shift	25 gal/person
	Add showers, per shift	10 gal/person
Food Service Facility Restaurant	Including fast food	40 gal/seat or 40 gal/15 ft² of dining area, whichever is greater.
24-hr Restaurant		50 gal/seat
Single-service	Excluding fast food	25 gal/seat
Food Stand	(1) Per 100 square feet of total floor space	50 gal
	(2) Add per employee	25 gal
Hospital		300 gal/bed
Laundry	Self-Service	500 gal/machine
Meat Market	(1) Per 100 square feet of total floor space	50 gal
	(2) Add per employee	25 gal
Motel/Hotel		120 gal/room
	With cooking facility in room	175 gal/room
Nursing/Rest Home	With laundry	120 gal/bed
	Without laundry	60 gal/bed
Offices	Per shift	25 gal/person
Residential Care Facility		60 gal/person
Resort	Condominium, apartment, motel, hotel	200 gal/room
Restaurant		40 gal/seat or 40 gal/15 ft² of dining area (whichever is greater)

Return to TOC

School: Day School	Day school with cafeteria, gym & showers	15 gal/person
	With cafeteria only	12gal/person
	With neither cafeteria nor showers	10 gal/person
School: Boarding		60 gal/person
Service Station		250 gal/water closet or urinal
Stadium, Auditorium, Theater, Drive-In		5 gal/seat or space
Store, Shopping Center, Mall	Note: If incl. food service, then add 40 gal/seat	120 gal/1000 ft^2
Swimming Pool, Bathhouse		10 gal/person

Return to TOC

Planning & Zoning Fees

Rezoning	$600
Special Use Permit	$500
Text Amendment	$400
Board of Adjustment (Appeal/Variance)	$400

Subdivisions

Minor Subdivision	$50/lot
Major Subdivision Stormwater Re-Submittal Review	$60/lot $1,500/device $400

Non-Residential Development

Site Plan & Stormwater Review Stormwater Device Re-Submittal Review	$500 $250/device $100

Residential Development (greater than 500 sq/ft)

Site Plan Review/Zoning Permit Stormwater Permit	$50 $50

Residential Development (144-500 sq/ft)

Site Plan Review/Zoning Permit Stormwater Permit	$25 $25

Right-Of-Way Permits

Utility Right-Of-Way Permit	$50
Small Wireless Facilities	
Consulting Fee	$500
First 5 Facilities	$100
Facilities 6 – 25	$50 each

Return to TOC

Other Permits

Sign Permit	$50
Wireless Telecommunication Support Stucture/Facilities	$1,000

Annexation Fees

Administrative	$500

Publication Fees

Development Ordinance (Zoning, Subdivision, Watershed, Flood Control Ordinance & 11 □ x 17 □ zoning map)	$50
Zoning Ordinance	$50
Subdivision Ordinance	$50
Watershed Ordinance	$50
Audio Recording of Meetings	USB Flash Drive $20
Map 8.5 ″ x 11 ″	$5.00
Map 11 ″ x 17 ″	$10.00
Map 24” x 24/36”	$25.00

Inspection Fees

Roadway[3]		
	City Inspection	$ 3.00/linear foot
Sanitary Sewer[4]		
	City Inspection	$ 3.00/linear foot
Storm Sewer[5] (includes Detention Pond)		
	City Inspection	$ 3.00/linear foot
Miscellaneous		
	Cancellation by contractor after inspector is present	$300
	Re-Inspection Fee	$300

Return to TOC

Administration

Trash Cans	
New	$85
Replacement	$75
Additional Can	$85
Copies	
Black and White	$.15 each
Color	$.20 each

Wastewater Treatment

Residential	
Inside	
0-2,000 gallons per month	$38.51
Over 2,000 gallons per month (per thousand gals)	$19.26
Outside	
0-2,000 gallons per month	$77.02
Over 2,000 gallons per month (per thousand gals)	$38.51
Commerical	
Inside	
0-2,000 gallons per month	$77.02
Over 2,000 gallons per month (per thousand gals)	$38.51
Outside	
0-2,000 gallons per month	$154.04
Over 2,000 gallons per month (per thousand gals)	$77.02

Return to TOC

Vehicle and Equipment Assessment Survey

The Vehicle and Equipment Assessment Survey will establish a vehicle and equipment replacement schedule. The Vehicle and Equipment Assessment Survey will provide a period for replacement of each listed. This would include vehicles and larger equipment (example: generators, side-by-side, etc.) The rating system mis based on the following scoring system: 1-bad condition, 2-poor condition, 3-fair condition, 4-good condition and 5- excellent condition.

Return to TOC

Vehicle and Equipment Assessment Survey

	Ford F-150 - 2020 VIN#: 1FTFX1E49LFA28498 Use: Public Works/Office Department: Public Works Lifespan: 10 Years Years in Service: 3 Milage: 19,4523 Conditioning Rating: 5 **Estimated Replacement Cost: $31,000**
	Ford Escape - 2015 VIN#: 1FMCU9G95FUC66735 Use: Office Department: Administration Lifespan: 10 Years Years in Service: 8 Milage: 45,254 Conditioning Rating: 5 **Estimated Replacement Cost: $26,760**

Return to TOC

Chevy 2500 HD - 2007

VIN#: 1GBHK23K37F519271
Use: Service Truck
Department: Public Works
Lifespan: 10 Years
Years in Service: 16
Milage: 155,000
Conditioning Rating: 2

Estimated Replacement Cost: $75,000

Chevy 1500 W/T – 1998

VIN#: 1GCEC14W1WZ277679
Use: Service Truck
Department: Public Works
Lifespan: 10 Years
Years in Service: 24
Milage: 116,[illegible]
Conditioning Rating: 1

Estimate Replacement Cost: $25,000

Surplus: $1,613.00
(Revenue Collected) 03/17/2023

Return to TOC

	International Dump Truck - 2006 VIN#: 1HTMPAFP46H344483 Use: Various Department: Public Works Lifespan: 20 Years Years in Service: 8 Milage: 48,200 Conditioning Rating: 3 **Estimated Replacement Cost: $200,000**
	Snapper Zero Turn Mower – 2011 VIN#: Use: Mow City property Department: Public Works Lifespan: Varies Years in Service: 12 Hours: 685 Conditioning Rating: 3 **Estimated Replacement Cost: $13,000**

Return to TOC

	Polaris Ranger 400 – 2012 VIN#: Use: Inspect Outfall Lines/Multiple uses Department: Public Works Lifespan: Varies Years in Service: 10 Hours: Conditioning Rating: 2 Estimate Replacement Cost: $32,000 **Surplus: $2,276.00** **(Revenue Collected) 02/24/2023**
	Polaris Northstar 1000- 2023 VIN#: 4XARRY990P8094501 Use: Inspect Outfall Lines/Multiple uses Department: Public Works Lifespan: Varies Years in Service: less than 1 yr Hours: 36.8 Conditioning Rating: 5 **Estimated Replacement Cost: $40,000**

Return to TOC

	New Holland Powerstar 100 VIN#: SELRT5100PJLE5092400456845 Use: Outfall Mowing Department: Public Works Lifespan: 20 Years in Service: 4 Hours: 475.7 Conditioning Rating: 4 **Estimated Replacement Cost: $40,000**
	Kubota MX 4700 VIN#: Use: Outfall Mowing Department: Public Works Lifespan: 20 Years in Service: 11 Hours: 1,049 Conditioning Rating: 3 **Estimated Replacement Cost: $40,000**

Return to TOC

	JD Backhoe VIN#: IT03105KHEE269917 Use: Varies Department: Public Works Lifespan: 20 Years in Service: 8 Hours: 397.10 Conditioning Rating: 3 **Estimated Replacement Cost: $40,000**
	Vactor Ramset Jetter VIN#: 1U9F51319GA044658 Use: Sewer Cleaning Department: Public Works Lifespan: 20 Years in Service: N/A Hours: 63 Conditioning Rating: 4 **Estimated Replacement Cost: $40,000**

Return to TOC

Summary of Financial Policies

TRINITY
NORTH CAROLINA

Financial Policy Summary

This fiscal policy will serve as guidelines and goals that will influence and guide the financial management practice of the City of Trinity, North Carolina. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. The main objectives of this policy are:

- To enable the City to protect itself from financial disaster.
- To establish clear and consistent guidelines that promote long-term financial stability.
- To promote the understanding of linking long-term financial planning with daily operations.
- To direct consideration to the total financial outlook rather than single issue areas.
- To improve short term and long-term financial credit ability by enabling the City to attempt to achieve the highest credit and bond ratings possible.
- To afford the City of Trinity's citizens, City Council, and staff an outline for measuring the financial impact of government services.

Budgeting and Accounting Practices

The City's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the general fund, parks and recreation fund and the sewer fund. All annual appropriations lapse at the fiscal year-end. Project ordinances are adopted for the sewer capital projects fund. The enterprise fund project is consolidated with its respective operating fund for reporting purposes. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the functional level for all annually budgeted funds and at the project level for the multi-year funds. All amendments must be approved by the governing board and the Board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

An accounting fund is a separate fiscal and accounting entity with its own set of self-balancing accounts. Fund Accounting requires an annual budget ordinance to be balanced by funds. The City of Trinity has (4) four separate fiscal and accounting entity funds, General Fund, Debt Service Fund, Special Revenue Fund, Capital Project Fund, and Enterprise Fund.

Basic of Budgeting

The City of Trinity's annual balanced budget is adopted as required by the North Carolina General Statutes. All budgets are prepared using the modified accrual basis of accounting. The budget ordinance must be adopted by July 1st of the new fiscal year; otherwise, the governing board must adopt an interim budget that covers the period until the annual ordinance can be adopted

Ad Valorem

In accordance with State law [G.S. 105-347 and G.S. 159-13(a)], the City levies ad valorem taxes on property other than motor vehicles on July 1st, the beginning of the fiscal year. The taxes are due on September 1st (lien date); however, interest does not accrue until the following January 6th. These taxes are based on the assessed values as of January 1, 2020. As allowed by State law, the City has established a schedule of discounts that apply to taxes that are paid prior to the due date. In the City's general fund, ad valorem tax revenues are reported net of such discounts.

Fund Balance

In the governmental fund financial statements, fund balance is composed of three classifications designed to disclose the hierarchy of constraints placed on how fund balance can be spent. The governmental fund types classify fund balances as follows: Restricted Fund Balance. This classification includes amounts that are restricted to specific purposes externally imposed by creditors or imposed by law.

- Restricted for Stabilization by State statute - North Carolina G.S. 159-8 prohibits units of government from budgeting or spending a portion of their fund balance. This is one of several statutes enacted by the North Carolina State Legislature in the 1930's that were designed to improve

and maintain the fiscal health of local government units. Restricted by State statute (RSS), is calculated at the end of each fiscal year for all annually budgeted funds. The calculation in G.S. 159-8(a) provides a formula for determining what portion of fund balance is available for appropriation. The amount of fund balance not available for appropriation is known as "restricted by State statute." Appropriated fund balance in any fund shall not exceed the sum of cash and investments minus the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts, as those figures stand at the close of the fiscal year next preceding the budget. Per GASB guidance, RSS is considered a resource upon which a restriction is "imposed by law through constitutional provisions or enabling legislation." RSS is reduced by inventories and prepaids as they are classified as nonspendable. Outstanding Encumbrances are included within RSS. RSS is included as a component of Restricted Net position and Restricted fund balance on the face of the balance sheet.

- Restricted for Streets - Powell Bill portion of fund balance that is restricted by revenue source for street construction and maintenance expenditures. This amount represents the balance of the total unexpended Powell Bill funds.

- Restricted for Economic Development - portion of fund balance that is restricted by revenue source for economic development. This amount represents the balance of the total unexpended revitalization grant proceeds. Committed Fund Balance - portion of fund balance that can only be used for specific purposes imposed by majority vote by quorum of the City of Trinity's governing body (highest level of decision-making authority). The governing body can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

- Committed for Parks and Recreation - portion of fund balance that has been budgeted by the Board for parks and recreation.

Unassigned fund balance -the portion of fund balance that has not been restricted, committed, or assigned to specific purposes or other funds.

The City of Trinity has a revenue spending policy that provides guidance for programs with multiple revenue sources. The Finance Officer will use resources in the following hierarchy: bond proceeds, federal funds, State funds, local non-city funds and city funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance and lastly unassigned fund balance. The Finance Officer has the authority to deviate from this policy, if it is in the best interest of the City.

Deposits and Investments

All deposits of the City are made in board-designated official depositories and are secured as required by State law [G.S. 159-31]. The City may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the City may establish time deposit accounts such as NOW and SuperNOW accounts, money market accounts, and certificates of deposit.

State law [G.S. 159-30(c)] authorizes the City to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States, obligations of the State of North Carolina, bonds and notes of any North Carolina local government or public authority, obligations of certain non-guaranteed federal agencies, certain high-quality issues of commercial paper and bankers' acceptances, and the North Carolina Capital Management Trust (NCCMT). The City's investments are reported at fair value. Non-participating interest earning contracts are accounted for at cost. The NCCMT Government Portfolio, a SEC-registered (2a-7) external investment pool, is measured at fair value.

Measurement Focus and Basis of Accounting

In accordance with North Carolina General Statutes, all funds of the City are maintained during the year using the modified accrual basis of accounting.

Government-wide and Proprietary Fund Financial Statements. The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus. The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services, or privileges provided; 2) operating grants and contributions, and 3) capital grants and contributions including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. The City recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the sewer system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non operating revenues and expenses.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

The City considers all revenues available, if they are collected within 90 days after year-end, except for property taxes. Ad valorem taxes receivable are not accrued as revenue because the amount is not susceptible to accrual. At June 30, taxes receivable for property other than motor vehicles are materially past due and are not considered to be an available resource to finance the operations of the current year. Also, as of September 1, 2013, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, the State of North Carolina is responsible for billing and collecting the property taxes on registered motor vehicles on behalf of all municipalities and special tax districts. Property taxes are due when vehicles are registered. The billed taxes are applicable to the fiscal year in which they are received. Uncollected taxes that were billed in periods prior to September 1, 2013 and for limited registration plates are shown as a receivable in these financial statements and are offset by deferred inflows of resources.

Sales taxes and certain intergovernmental revenues, such as the utilities sales tax, collected and held by the State at year-end on behalf of the City, are recognized as revenue. Sales taxes are considered a shared revenue for the City of Trinity, because the tax is levied by Randolph County and then remitted to and distributed by the State. Most intergovernmental revenues and sales and services are not susceptible to accrual, because they are not measurable until received in cash. All taxes, including those dedicated for specific purposes are reported as general revenues rather than program revenues. Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. When program expenses are incurred, there is both restricted and unrestricted net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then general revenues.

Cash Management

Pre-Audits

Per N.C.G.S. 159-28 (a), "no obligation may be incurred…unless the budget ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction…" To abide by this statute, for each obligation presented to the City, the Finance Director must check to see if there is an

appropriation in the budget ordinance, check to see if sufficient funds remain in the appropriation to cover the amount of the obligation, and affix a signed pre-audit certificate (found in N.C.G.S. 159-28(a)).

Pre-Audit Certificate:
"This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
(Signature of finance officer)."

Cash Disbursements

Per N.C.G.S. 159-25(b), checks are to be dually-signed through a combination of two signatures by the Finance Director, and countersigned by another official of the local government designated by the City Council of Trinity, NC.

Internal Control and Compliance

The City intends to maintain a system of internal controls, as developed by the Finance Director, that ensures complete, accurate and timely financial records, as well as, creates a business system that properly captures and reports financial related information. The Finance Director will provide clarification on City financial-related policies and procedures and other regulatory and statutory requirements.

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Glossary of Terms

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-A-

Account Number – the accounting designation for revenue and expenditure line items.

Accrual Accounting – a basis of accounting in which revenues and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Activity – a level of budgeting, which identifies a particular program or service within a department. Contained within an activity budget may be one or more sub-activity budgets.

Adopted Budget - the official expenditure plan adopted by the City Council for a fiscal year.

Ad Valorem Taxes – commonly known as property taxes. For most governments, it is the single greatest revenue source. Taxes are levied at the stated tax rate for both real and personal property according to the valuation.

Appropriated Fund Balance – revenue appropriated from existing fund balance to help fund expenditures in a given fiscal year.

Appropriation – an authorization by the governing board to make expenditures and incur obligations for specific purposes.

Assessed Valuation – the total value established for real property and used as the basis for levying property taxes.

-B-

Balanced Budget - the situation that exists when total anticipated revenues are equal to total planned expenditures. The state of North Carolina requires a balanced budget.

Benefits – mandated employee benefits and other programs such as health insurance, which benefit the employee and their family.

Budget – a comprehensive financial plan of operation for a specified period of time containing an estimate of proposed expenditures and the means of financing them. In the state of North Carolina, it is mandated that a balanced budget be produced, i.e. revenue equals expense.

Budget Calendar – the schedule for completion of the various tasks involved in the preparation, submission, and adoption of the fiscal year annual operating budget for the City.

Budget Message – a formal letter of transmittal contained in the proposed budget document prepared by the City Manager and addressed to the governing board. The message contains the City Manager's views and recommendations on the City's operation for the coming fiscal year.

Budget Ordinance – the legal document approved by the governing board that established the spending authority for the City.

-C-

Capital Asset – facilities and equipment that are tangible assets having a significant value ($5,000 or greater) and a useful life of three years or more.

Capital Outlay – budgeted expenditures of at least $5,000 for tangible items with a useful life of at least three year.

Capital Improvement - a short-rang plan which usually covers a year span of four to ten years that provides a planning schedule for major construction, repair of, or additions to buildings, parks, streets, and other City facilities.

Capital Project Fund – a fund used to account for expenditures for major construction and acquisition projects that are not accounted for in other funds and are anticipated to be completed in one year.

Capital Project Ordinance – authorizes a major capital expenditure and continues in effect for the life of the project. It is characteristic that the types of projects covered by a capital project ordinance span several years due to the scope of work being performed. The ordinance specifies the funding and line item expenditures for the project.

Capital Reserve Fund – a fund established for the purpose of receiving transfers of moneys from other funds (usually enterprise funds) in order to build fund balance for a specific future outlay of capital.

Contingency – an appropriation by fund used at the City Council's discretion to provide budget for unanticipated expenditures.

-D-

Debt Service - moneys required for payment of principal and interest and other associated expenses on outstanding debt.

Department – a major operating budget area of the City, which includes overall management for an activity or group of related activities with possibly one or more sub-activities.

-E-

Encumbrance – an obligation in the form of a purchase order or a contract, which is chargeable to an appropriation and for which a part of the appropriation is reserved. It becomes an expenditure when paid.

Equities – Assets less liabilities of a fund.

Expenditure – the amount paid for goods delivered and services rendered.

-F-

Fiscal Year – a twelve-month period of time to which the annual budget applies. The City of Trinity's fiscal year is from July 1 thru June 30.

Fixed Asset – tangible property owned by the City having a monetary value of $500 or greater and a useful life of one year or more.

Fringe Benefits – funds budgeted for the City's contribution for employee benefits including retirement, social security, health insurance, dental insurance, short term disability, and life insurance.

Fund – an independent accounting entity with a self-balancing set of accounts.

Fund Balance – the excess of a fund's assets and revenues over its liabilities, reserves, and expenditures at the close of the fiscal year.

Fund Balance Allocation – the use of fund balance

Full Accrual – a method used in proprietary funds for recording the expenditure of funds in which revenues are recorded when they are earned, and expenses are recorded when a liability is incurred.

Full-Time Positions – authorized positions budgeted at 2080 hours per year.

-G-

GAAP – (Generally Accepted Accounting Principles) accounting principles that are commonly used in preparing financial statements and generally accepted by the readers of those statements. The source of GAAP for state and local governments is the Governmental Accounting Standards Board.

General Capital Projects Fund – used to account for major capital expenditures (acquisition and construction) other than those financed by enterprise funds. These projects usually require more than one year for completion.

General Fund – used to account for the ordinary operations of the City, which are financed through taxes, other general revenues, and contributions, transfers, and reimbursements from other funds. Unless there is a legal accounting requirement, all activities are accounted for in the General Fund.

Goal – a broad statement of purpose or intent to achieve a desired state of affairs. A goal describes a desired effect on the community.

Governmental Funds – are segregations of financial resources. Expendable assets are assigned to the various governmental funds and current liabilities are assigned to the fund from which they are to be paid. The differences between governmental fund assets and liabilities, the fund equity is referred to as "Fund Balance".

-I-

Infrastructure – the base or framework of a community that is necessary to support the orderly function of government and service delivery to communities. Examples include sewer, streets, and stormwater.

Interest on Investments – revenue earned from investment of City funds with a third party.

Inter-fund Transfers – transfers of money between accounting funds as authorized by the City Council.

Intergovernmental Revenue – revenue received by the City from federal, state, and county agencies.

-L-

Line Item – a unit of budgeted expense used to classify expenditures by item or category. A line item establishes the permissible level of expenditure for an item.

-M-

Mission Statement – a clear statement of the purpose and goal(s) toward which a department directs their efforts. (The reason the department exists.)

Modified Accrual – a method for recording the receipt and expenditure of funds in which revenues are recorded when they become measurable and available and expenditures are recorded when the liability is incurred.

-N-

Net Position - the excess of a fund's assets and revenues over its liabilities, reserves, and expenditures at the close of the fiscal year.

Net Position Allocation – the use of net position

Non-Departmental – expenditures for purposes that are not related to a specific department.

-O-

Objective – a specific target for achievement, which represents an interim step, or progress toward a goal within a specified time span and which are measurable.

Ombudsman – a government official who investigates citizens' complaints against the government or its functionaries.

Operating Budget – the City's financial plan for its operation for the fiscal year that outlines the proposed expenditures and revenue estimates to finance the expenditures.

Operating Expenses – funds allocated for the day-to-day operation of the City's services. These expenses exclude capital outlay.

Ordinance – a legislative enactment by the City Council. It has the full force of law within the City if it is not in conflict with any higher law.

Output/Workload/Activity Measures – the quantity of services provided.

-P-

Part-time Positions – authorized positions with various work schedules of 1,750 hours per year or less.

Personal Property – includes tangible property not permanently affixed to real property. Examples include vehicles, boats, trailers, and equipment.

Permits – revenue received by the City from individuals and corporations for the purpose of performing certain activities.

Personnel Services – salaries, wages, and fringe benefits.

Property tax – an annual tax levied by the City Council on the value of real property to fund General Fund expenditures. The amount of revenue derived from the tax is calculated by taking the tax value of the real property, dividing it by 100, multiplying it times the tax rate and then times the collection percent.

Proprietary Funds – funds that are used to account for a government's on-going organization which are similar to those found in private businesses or private sector. These funds have their own set of revenue and expense accounts. The measurement focus is income, financial position and changes in financial position.

-R-

Real Property – land, buildings, and items permanently affixed to land or buildings.

Retained Earnings – an equity account reflecting the accumulated earnings of an enterprise fund or internal service fund.

Revenue – income received by the City from various sources used to finance its operations.

Revenue Bonds – bonds whose principal and interest are payable exclusively from the earnings of an enterprise fund. Revenue bonds are payable from identified sources of revenue and do not permit the bondholders to compel taxation or legislative appropriation of funds not pledged for payment of debt service.

Revenue Neutral Property Tax Rate – defined by North Carolina General Statues as the rate that is estimated to produce revenue for the next fiscal year to the revenue that would have been produced for the next fiscal year by the current property tax rate if no re-appraisal occurred.

-S-

Special Appropriations – accounts used for outside agencies' funding, prior year workers' compensation and unemployment claims, and for expenditures not routinely appropriated in operating budgets.

-T-

Tax Base – the total assessed valuation of real property within the city limits.

Tax Levy – the total amount of revenue to be raised from the property tax levied by the City Council in the annual budget ordinance.

Tax Rate – the amount of tax per $100 of assessed valuation levied by the City Council.

-U-

User Charges – the payment of a fee for receipt of a service provided by the City.

-V-

Valuation – the tax value of real property as determined by the Randolph County tax assessors every eight years. The property valuation is multiplied by the tax rate per $100 of valuation to arrive at the tax bill for a particular piece of taxable property.

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TRINITY

NORTH CAROLINA