



## *Archdale . . . Crossroad of Progress*

A community strategically located in the heart of North Carolina that treasures its heritage, conveys a positive image, and embraces the future by promoting a progressive environment for families, businesses, and civic organizations to prosper through careful stewardship of its natural, cultural, human, and financial resources.

# PRINCIPAL OFFICIALS



Mayor  
Lewis Dorsett



Larry  
Warlick  
Ward I



Roger  
Blackwell  
Ward II



Robert (Trey)  
Gray III  
Ward III



John  
Glass  
Ward IV  
Mayor Pro Tem



Tim  
Williams  
At Large



Kelly  
Grooms  
At Large

Zeb Holden ..... City Manager  
 Beth Koonce ..... City Attorney  
 Susan Swaim ..... Interim City Manager/City Clerk  
 Mark Barnhardt ..... Finance Director  
 David Jones ..... Chief of Police  
 Lloyd Wilson ..... Public Works Director  
 Jason Miller ..... Planning Director  
 Brian Clodfelter ..... Parks & Recreation Director  
 Donald Eddins ..... Facilities & Grounds Director  
 John Harrison ..... IT Director  
 Rob Welborn ..... Human Resources Director

**THE CITY OF ARCHDALE  
FY 2024-25 BUDGET**

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*This document was originally posted on 5/3/24. Amendments stemming from a 5/7/24 City Council Budget Meeting are noted in **Red** on page 2.*



307 Balfour Drive  
P.O. Box 14068  
Archdale, North Carolina 27263  
[www.archdale-nc.gov](http://www.archdale-nc.gov)

## Manager's Budget Message

### Fiscal Year 2024-2025 (FY25)

Honorable Mayor  
Ward I Councilman  
Ward II Councilman  
Ward III Councilman  
Ward IV Councilman  
At Large Councilman  
At Large Councilman

Lewis Dorsett  
Larry Warlick  
Roger Blackwell  
Robert "Trey" Gray  
John Glass  
Kelly Grooms  
Tim Williams





Dear Mayor and Members of City Council:

Pursuant to Section 159-11 of the North Carolina General Statutes, I am pleased to present for your consideration the City of Archdale’s proposed budget for Fiscal Year 2024-25 (FY25). This budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act. The budget is balanced and represents a continued effort to serve the citizens of Archdale in an efficient and sustainable manner.

The recommended fund budgets are as follows:

FUND	MANAGER RECOMMENDED BUDGET	
General Fund	<b>\$15,569,550</b>	<del>\$15,567,550</del>
Water and Sewer Enterprise Fund*		\$5,429,300
Stormwater Enterprise Fund		\$557,100
<b>Total</b>	<b>\$21,555,950</b>	<b>\$21,553,950</b>

*\*includes W/S Capital Reserve Fund (\$580,000)*

**The proposed budget, as presented, is balanced using the current property tax rate of \$0.31 per \$100 of assessed valuation.** Based on current valuations, \$0.01 generates \$154,276 of revenue.

**Amended**

City Council met to discuss the proposed budget on Monday 5/7/24. After much consideration, the budget proposal was amended to reflect Council’s requests.



## INTRODUCTION

The City of Archdale is on the verge of an incredible growth phase. Thankfully, the efforts of a well-trained, loyal staff and a supportive City Council have our community positioned to handle this imminent growth pressure. The proposed FY25 budget is part of our effort to continue managing the growth while providing outstanding services to our citizens.

The proposed FY25 budget focuses on fiscal responsibility and maintaining the high levels of service our citizens have come to expect. The most effective way to achieve these goals is the retention and attraction of talented and dedicated employees. The jobs offered by the City are demanding and require significant training and skill. It is difficult, especially in the current labor market, to replace established team-members. The loss of an employee is an expensive and time-consuming proposition that is best to be avoided.

A Pay and Classification study is currently underway to evaluate the City's employee compensation compared with competing employers and local governments. While the findings of this study have not yet been finalized, it is recommended that the results are fully funded. It should also be acknowledged that on July 1, most local governments will implement a COLA and/or Merit increase with the adoption of a new budget. The recommendation is for there to be an increase over and above the results of the Pay and Classification Study to stay ahead of this curve. However, if the new fiscal year begins before the study's results have been implemented, the proposed FY25 budget includes funding for a 5% COLA to acknowledge staff's hard work.

Another effort to recruit and retain staff is related to health insurance costs. Previously, staff paid 6% of their health insurance premiums. Ongoing efforts with wellness and education have mitigated annual increases in the costs for insuring our staff. As such, the proposed FY25 budget removes the burden of this 6% contribution from staff members. Provided staff participate in the wellness program, their health insurance will be provided at no cost.

The FY25 budget continues to demonstrate a commitment to increasing and modernizing the City's recreational amenities. These expenditures are tangible and highly visible to Archdale's citizens. Additionally, network security and Information Technology improvements can be seen in every department. These expenditures, while often less visible, are equally important to the City's mission going forward.

Meeting the requirements of State issued permits for water distribution, sewer collection, and stormwater management remains paramount. Expenditures in FY25 are once again focused on preventative maintenance (PM) and preparing for future needs. Planned repairs and upgrades to targeted sewer lines and plans for water plant expansion will ensure sufficient future capacity for decades to come.

Below are some highlights of the proposed FY25 General Fund, Water/Sewer Fund, and Stormwater Fund budgets:

## GENERAL FUND

The General Fund supports traditional government services such as public safety, recreation, planning, and general administrative services. It is funded by ad valorem taxes, sales and use taxes, and locally generated fees such as solid waste collection, park rentals, program fees, zoning applications, etc. Highlights from the proposed budget are noted below:

### **General Fund Revenues**

- While consumer spending is showing signs of leveling off in some parts of the State, it remains strong in our region. It is expected that FY25 will bring modest growth in sales tax with approximately \$4.6M in revenue.
- Ad Valorem tax revenues are anticipated to grow modestly as a result of development around the City. Ad Valorem taxes represent approximately 28% of the General Fund's revenue.
- State issued Powell Bill funds are utilized for ongoing street maintenance. Revenue in FY25 is expected to be \$415,000, which is an 18.6% increase over the FY24 budget.

- While taxes on telecommunications and video programming have been negatively impacted in recent years, revenue from the Utility Sales Tax is expected to slightly increase in FY25.
- Revenue from Solid Waste and Recycling fees will increase slightly as a result of a proposed ~5% increase.
- The City was awarded a total of \$950,000 in State Capital and Infrastructure (SCIF) grants in FY22 and FY23. A \$3.6M water and sewer infrastructure appropriation grant of American Rescue Funding was awarded in FY23. In FY24, a \$7M appropriation of state funding for water and sewer infrastructure was set aside for the City. Additionally, a \$500,000 Parks & Recreation Trust Fund Grant and a \$180,000 Rural Transformation Grant were awarded in FY24. All of these monies are accounted for in separate multi-year grant funds, and therefore are not reflected in the proposed FY25 budget.

### **General Fund Expenditures**

- The total cost of health insurance for employees will increase by 1.4% in FY25. The cost share for FTE staff will be eliminated with participation in the wellness program.
- In an attempt to keep pace with social security increases and rising wages across all sectors, a 5% cost of living adjustment is proposed for full-time staff. This increase will be applied in the case where the current Pay and Classification study has not yet been implemented as of July 1.
- A multi-year fund has been established so Parks & Recreation can pursue the redevelopment of Aldridge Park. Engineering and architecture work will be underway soon. Once the construction documents are completed, the project will be bid out to contractors. Staffing levels at the Park will need to be revisited as Aldridge Park, and the planned Recreation Center expansion come online.
- The recommended Parks & Recreation budget includes the purchase of a new bus for transporting participants in after-school day care, summer camp, senior field trips, etc.
- The Facilities & Grounds anticipates replacing a 2005 pickup truck and also has funding allocated in anticipation of an unexpected HVAC failure.
- The Facilities & Grounds and Public Works Departments both wish to replace a zero-turn mower in their respective departments. F&G traditionally replaces one mower per year, and PW's wish to replace a 2016 mower for rights-of-way.
- Public Works intends to add a new ton truck with dump bed. This purchase would also include a snowplow attachment paid for with Powell Bill funds.
- The North Carolina Local Government Employees' Retirement System (LGERS) Board of Trustees amended the base employer contribution rates, effective July 1, 2024. The law enforcement rate will increase from 14.04% to 15.04%, while the non-law enforcement rate will move from 12.93% to 13.69%.
- In keeping with annual plans, the Archdale Police Department (APD) intended to place 3 new patrol vehicles on the road in the coming year. Patrol vehicles are in high demand and have proven difficult to find due to ongoing supply chain issues. Thanks to the efforts of APD staff and City Council's authorization, 2 vehicles for FY25 have already been found and purchased. Therefore, the proposed budget only includes funds for the purchase and upfitting of one more vehicle.
- The APD seeks to replace their interview room recording server, replace their security system NVR, and expand their security camera system network.
- The APD expects to use Asset Forfeiture Program funds to purchase a digital fingerprint system and night vision equipment.

- IT will replace servers, firewalls, access points, and switches across all facilities in the coming year. In addition to improved speed and network security, these upgrades will ensure compliance with CJIS and PCI standards. Computer equipment replacements and Software as a Service licenses touch every department.
- City Hall would see video surveillance upgrades in the proposed budget with additional cameras in strategic locations.
- The City's clean up events continue to be wildly popular. The FY25 budget once again funds the two clean up weeks in addition to electronic recycling and document shredding events which have become expected public services for the citizens of Archdale.
- The City will continue its annual street paving program with funding from the Powell Bill. A Pavement Condition Survey (PCS) was completed in FY24 by a professional engineering firm. The final report recommended increased expenditures for road maintenance to keep pace with observed asphalt degradation. Therefore, the proposed FY25 budget supplements the typical \$350,000 Powell Bill expenditure with \$250,000 from the General Fund. It is management's recommendation that a model like this is followed until the next PCS is completed in 5-6 years.

**WATER AND SEWER ENTERPRISE FUND**

Revenue in the Water and Sewer Enterprise Fund has shown modest gains in recent years. Though residential, commercial, and industrial growth all seem imminent in our community, staff budget this fund conservatively in case unforeseen circumstances slow development. Revenue in this fund is necessary to ensure State permit requirements are met for safe day-to-day operations of water distribution and sewer collection systems.

The FY25 budget includes a proposed 4.0% increase in utility fees to defray increasing commodity costs and to support upcoming major capital expenditures. The effect of this increase on a customers' minimum bill is shown below.

<i>Utility</i>	<i>Current</i>	<i>Proposed (4% increase)</i>
Water	\$17.78	\$18.49
Sewer	\$21.51	\$22.37
<i>Total</i>	<i>\$39.29</i>	<i>\$40.86</i>

\*represents a minimum bill of ≤ 2,000 gallons

A utility rate study will be completed in the coming year as part of a grant funded Asset Inventory and Assessment (AIA) project. The results of this study will give direction to staff and City Council regarding rates necessary to keep the water and sewer utilities sustainable in the coming years.

The City of Archdale owns 1,559,000 gallons of treated water capacity per day from the Piedmont Triad Regional Water Authority (PTRWA). 915,000 gallons is billed on a 'take or pay' basis by the PTRWA and will essentially serve Archdale's daily needs. The balance is available and paid for as needed.

The City also owns a ~10% stake of the Eastside Wastewater Treatment Plant in High Point (2.5 MGD available) and all the City's wastewater is treated at this plant. Sewer system maintenance costs remain a priority in FY25. In addition to nearly 80 miles of gravity sewer lines, the City owns 10 pump stations which require ongoing preventive maintenance (PM) to ensure Collection System permit compliance. The proposed budget continues aggressive PM on all the pump stations to minimize risks associated with pump failure. Specific highlights from the Water and Sewer Enterprise Fund budget follow:

- PTRWA has noted that annual rate increases are necessary to keep pace with costs. The rate proposed in FY25 reflects a 4% jump in utility costs and a 3.5% increase in dues. This will result in a rate of \$1.26/1,000 gallons.

- Wastewater treatment costs at the Eastside Treatment Plant increased 32% last year. This number far exceeded expectations and put added pressure on the water/sewer fund. A 4.5% increase was passed on to customers in FY24. In FY25, High Point has indicated no increase, meaning expenditures will only increase as a result of projects or expanded flow.
- PM on the City's 10 sewer pump stations, generators, and automatic transfer switches will remain a priority in FY25. Efforts will continue to rehabilitate the wet wells of pump stations showing age and wear. This will extend the useful life of these valuable amenities.
- Water/Sewer staff have budgeted to purchase a replacement UTV for the 2014 Polaris.
- In an effort to minimize intrusion and infiltration (I/I) of stormwater into the sanitary sewer system, funds are again proposed for making repairs to manholes and smoke testing strategic sewer line segments.
- The proposed budget sets aside funding to have a unidirectional flushing study completed. When the Water System AIA is complete, an engineering firm will be able to design a flushing pattern that maximizes efforts to rid water lines of fine silt particles and aged water.
- 11 PLC's, which control pump and measurement systems throughout the City, are budgeted for replacement due to age and functionality issues. These devices monitor information in critical locations such as sewer pump stations and the water tank.



## **STORMWATER ENTERPRISE FUND**

Stormwater utility fees are used to support compliance with Federal and State stormwater regulations. The revenue allows the City to perform maintenance and repairs to City-maintained stormwater pipes and ditches. Stormwater fees are also used to fund the costs of street sweeping, leaf and limb collection, citizen education/outreach, and the grinding of collected vegetative debris annually.

Since the origin of the stormwater program in 2008, no increases have been sought to the monthly utility fee. Once again in FY25, it is proposed that the utility fee remain unchanged. As a result, revenues are expected to show modest growth.



## **CLOSING**

The FY25 budget will be my last as your City Manager and it's difficult to acknowledge that my time in Archdale is coming to an end. It has been a distinct honor and privilege to serve as Archdale's 7<sup>th</sup> Manager. The support our City Council has shown through the good times and the bad will never be forgotten. I leave with many wonderful memories and experiences thanks to the Council's steadfast guidance and encouragement.

There has also been tremendous support and confidence shown by the citizens of our community. In my 18 years working for Archdale, there have been countless moments where kind words and genuine feedback have served to inspire and motivate me and our team. The pride within this community is evident.

Most notably, however, I want to thank our wonderful staff. Archdale has an incredible collection of public servants who make our community better each day. They take pride in their work and are the reason our organization is highly regarded. A new Manager will soon take the helm, and they will quickly realize the City accomplishes amazing things with a very lean staff. Department Heads are not afraid, and generally prefer, to be actively involved in their staff's efforts. This allows for significant productivity in the short term, but is not sustainable. Your new Manager will likely recommend staffing level increases, and they will not be wrong. Workloads continue to expand with growth in the community and the evolving regulations governing local government.

This year's budget was thoughtfully developed by each department and then synthesized by our amazing Finance team. Mark Barnhardt (Finance Director), Elizabeth Godfrey (Financial Services Manager), and the entire Finance Department deserve praise for their efforts. We look forward to reviewing this document with the City Council and receiving public input. We are prepared to make adjustments as the Mayor and City Council may recommend.

The following schedule is proposed for your consideration of the FY25 budget:

Friday, May 3, 2024	Budget Submitted to Council and Public
Tuesday, May 7, 2024	Budget Meeting #1 @ 9:00am in Council Conference Room
TBD	Budget Meeting #2 @ TBD (if necessary)
Tuesday, May 28, 2024	Public Hearing on Budget/Targeted Adoption of Budget

Respectfully Submitted,



Zeb Holden, AICP  
City Manager



**CITY OF ARCHDALE  
OPERATING BUDGET ORDINANCE  
FISCAL YEAR ENDING JUNE 30, 2025**

BE IT ORDAINED by the City Council of the City of Archdale, North Carolina that the following anticipated fund revenues and expenditures by function, together with a financial plan, certain Fee and Charge Schedules, and with certain restrictions and authorizations are hereby appropriated and approved for the operation of City government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

GENERAL FUND	\$15,569,550
WATER & SEWER FUND	\$4,849,300
WATER & SEWER PROJECTS	\$580,000
STORMWATER FUND	\$557,100
TOTAL EXPENDITURES	\$21,555,950

**Section 1. General Fund**

**ESTIMATED REVENUES**

Ad Valorem Taxes .....	4,713,180
Interest Income .....	763,000
Interest Income – Powell Bill .....	26,600
Rev. Concessions Park & Rec.....	500
Ballfield Concessions .....	5,000
Miscellaneous .....	36,000
Donations – Police .....	5,000
Credit Card Transaction Fees.....	9,000
Utility Sales Tax .....	637,900
Powell Bill .....	415,000
Unauthorized Substance Tax .....	-
Sales Tax .....	4,600,000
Beer and Wine Tax .....	48,000
ABC Board .....	2,600
Police Department Grant.....	5,000
Zoning Permits .....	3,000
Zoning & Annexation Application Fees .....	4,000
Subdivision/TRC Fees .....	40,000
Solid Waste .....	840,000
Recycling .....	260,000
Solid Waste Disposal Tax Distribution .....	9,700
Recreation Revenues .....	299,000
Rent – Recreation .....	30,000
State Funds from Randolph County – Library .....	12,000
Revenue from Other Governments.....	50,000
Revenue from Non-Government - Restricted .....	200,000
TDA Grant Reimbursement.....	18,500
Fund Balance Appropriated .....	- 1,475,330
Restricted Fund Balance Appropriated .....	156,400
Assigned for Capital Fund Balance Appropriated.....	3,855,500
<b>TOTAL</b>	<b>\$ 15,569,550</b>

**APPROPRIATED EXPENDITURES**

Governing Body .....	57,100
Administration .....	532,400
Information/Communications Technology .....	796,300
Finance .....	523,300
Legal .....	50,000
Facilities and Grounds .....	733,000
Police .....	4,322,000
Fire Inspections .....	32,945
Planning and Zoning .....	672,400
Streets .....	990,400
Streets – Powell Bill .....	485,000
Sanitation .....	1,154,000
Parks and Recreation .....	4,581,000
Senior Adults .....	19,100
Library .....	186,800
Community Promotions .....	423,805
Non-Departmental .....	10,000

**TOTAL** **\$ 15,569,550**

**Section 2. Water and Sewer Funds**

**ESTIMATED REVENUES**

Interest .....	202,000
Application Fee .....	15,000
Returned Check Fee .....	1,000
Sale of Meters/Transponders.....	15,000
Water/Sewer Extension Review.....	1,000
Water Charges .....	2,010,000
Sewer Charges .....	2,600,000
Water and Sewer Taps .....	5,000
Hydrant Meter Rental.....	500
Cell Tower Rental Revenue .....	30,500
Late Fee .....	70,000
Nonpayment Fee.....	35,000
Fund Balance Appropriated .....	-135,700

**TOTAL** **\$ 4,849,300**

**APPROPRIATED EXPENDITURES**

Water and Sewer Operations .....	4,849,300
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**TOTAL** **\$ 4,849,300**

**Section 3. Water and Sewer Special Revenues Fund**

**ESTIMATED REVENUES**

Interest .....	5,500
Connection Fees .....	25,000
Appropriated Net Assets .....	-30,500

**TOTAL** **\$ 0**

**Section 4. Water and Sewer Capital Project Fund**

**ESTIMATED REVENUES**

Interest Income .....	119,000
Appropriated Net Assets .....	461,000
<b>TOTAL</b>	<b>\$ 580,000</b>

**APPROPRIATED EXPENDITURES**

Water and Sewer Capital Project .....	580,000
<b>TOTAL</b>	<b>\$ 580,000</b>

**Section 5. Stormwater Fund**

**ESTIMATED REVENUES**

Interest .....	44,000
Stormwater Charges - Residential .....	267,000
Stormwater Charges – Commercial .....	233,000
Appropriated Net Assets .....	13,100
<b>TOTAL</b>	<b>\$ 557,100</b>

**APPROPRIATED EXPENDITURES**

Stormwater Operations .....	557,100
<b>TOTAL</b>	<b>\$ 557,100</b>

**Section 6. Levy of Taxes**

There is hereby levied, for fiscal year 2025, an Ad Valorem Tax Rate of \$0.31 per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 01, 2024, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations.

**Section 7. Levy of Taxes**

There is hereby levied, for fiscal year 2025, a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half percent (1½%) of the gross receipts from the short-term lease or rental of vehicles to the general public as defined in Section 105.871.1 of the North Carolina General Statutes.

**Section 8. Fees Schedule**

There is hereby established for the fiscal year 2025, various fees as listed in the Business License, Planning and Zoning, Parks and Recreation, Sanitation and Stormwater Fee Schedules.

**Section 9. Utility Fees and Payment Applications, Temporary Service, and Seasonal Service**

There is hereby established, for fiscal year 2025, utility fees and charges as well as payment application policy as listed in the Water and Sewer Fee Schedule.

**Section 10. Authorized Positions**

There is hereby established, for fiscal year 2025, a schedule of authorized positions. Position authorizations are initially established by the annual budget ordinance. Changes to this schedule may occur during the fiscal year, as authorized by the City Council.

### Section 11. **Assignment of Classes to Grades**

There is hereby established, for fiscal 2025, the Assignment of Classes to Grades with the schedule of minimum and maximum salary ranges.

### Section 12. **Purchase Orders & Capital Outlay**

All purchase orders will be pre-audited in accordance with the Local Government Budget and Fiscal Control Act and issued on all purchases greater than \$1,000. All purchases greater than \$5,000 will be properly capitalized according to the City's policies.

In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of North Carolina law, the City of Archdale hereby self-certifies the following micro-purchase thresholds:

- A. \$30,000, for the purchase of "apparatus, supplies, materials, or equipment"; and
- B. \$30,000, for the purchase of "construction or repair work"; and
- C. \$50,000, for the purchase of services not subject to competitive bidding under North Carolina law; and
- D. \$50,000, for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act; provided that such threshold shall apply to a contract only if the City has exercised an exemption to the Mini-Brooks Act, in writing, for a particular project pursuant to G.S. 143-64.32. If the exemption is not authorized, the micro-purchase threshold shall be \$0.

### Section 13. **Budget Officer – Special Authorization**

- A. The budget officer may transfer amounts between object-of-expenditures within a department without limitation and without a report being requested.
- B. The budget officer may transfer amounts of up to \$10,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the City Council.
- C. The budget officer may not transfer amounts between funds.

### Section 14. **Budget Ordinance Utilization**

- A. This ordinance shall be the basis of the financial plan for the City of Archdale during fiscal year 2025. The budget officer shall administer the budget and ensure that the operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.
- B. The Finance Department shall establish and maintain all records which are in agreement with this ordinance and the Local Government Budget and Fiscal Control Act of the State of North Carolina (Chapter 159 of the General Statutes).

### Section 15. **Re-appropriation of Funds Encumbered in FY 2024**

Operating funds encumbered in the financial records as of June 30, 2024, are hereby re-appropriated to Fiscal Year 2025.

**Section 16. Budget Implementation**

Copies of this Budget Ordinance shall be furnished to the City Clerk, City Manager, and Finance Director for their direction and implementation.

**This the 28th day of May, 2024.**

  
\_\_\_\_\_  
Lewis Dorsett, Mayor

ATTEST:

  
\_\_\_\_\_  
Susan T. Swaim, Interim City Manager/City Clerk



**FEE SCHEDULE A**

Itinerant Merchant .....	\$ 100.00
Peddler by foot (per individual) .....	\$ 10.00
Peddler by vehicle (per vehicle) .....	\$ 25.00
License Application Fee .....	\$ 20.00

**FEE SCHEDULE B** - As determined by State Statute

Beer (off premises) .....	\$ 5.00
Beer (on premises) .....	\$ 15.00
Malt Beverage Wholesaler .....	\$ 37.50
Wine (off premises) .....	\$ 10.00
Wine (on premises) .....	\$ 15.00
Wine Wholesaler .....	\$ 37.50

Each additional license of the same type to the same person is 110% of the basic license.  
The license year is May 1 through April 30.

**CHILD CARE - AFTER SCHOOL AND SUMMER DAY CAMP**

	RES.	NON-RES.
After School (Per Month – Payable September through May).....	\$ 200	\$ 300
Week .....	\$ 60	\$ 80
Single Day (full).....	\$ 25	\$ 31
Single Day (After School) .....	\$ 15	\$ 21
Weekly Summer Day Camp.....	\$ 110	\$ 135
\$10 nonrefundable deposit will be collected at registration for each week of summer camp.		
The deposit will be applied to the weekly cost of camp.		
Early-Bird Summer Camp Registration on or before May 1 (includes T-shirt while supplies last) .....	\$ 10	\$ 10
Summer Camp Registration on or after May 2 (includes T-shirt while supplies last) .....	\$ 40	\$ 40
Late Fee .....	\$ 10	\$ 10
Late pick up fee (per child) is \$1.00 per minute after hours (one time 5 minute grace period)		
City employees pay resident childcare fee.		

**YOUTH ATHLETICS**

	RES.	NON-RES.
Mighty Mites Basketball .....	\$ 45	\$ 65
Hoopsters Basketball .....	\$ 55	\$ 75
Jammers Basketball .....	\$ 55	\$ 75
T-Ball .....	\$ 45	\$ 65
Coach Pitch .....	\$ 50	\$ 70
Mustang .....	\$ 55	\$ 75
Bronco .....	\$ 60	\$ 80
Pony .....	\$ 60	\$ 80
Girls Spring Volleyball .....	\$ 55	\$ 75
Boys Volleyball.....	\$ 45	\$ 65
Girls Summer Sand Volleyball .....	\$ 50	\$ 70
Cheerleading (Plus \$80 for cheer supplies if needed).....	\$ 40	\$ 60

**ADULT ATHLETICS (per team)**

Men’s Softball .....	\$ 425
Co-Ed Softball .....	\$ 400
3 on 3 Basketball .....	\$ 300
30/Over Basketball .....	\$ 500
Co-Ed Volleyball .....	\$ 300
Sand Volleyball .....	\$ 300
Adult Kickball.....	\$ 300

**ALL-STAR TOURNAMENT**

Gate Fee – 18 and over.....	\$5
Adult Pass.....	\$8
Gate Fee – 12-17.....	\$2
Child Pass.....	\$3

**FACILITY RENTAL CHARGES FOR PRIVATE EVENTS**

**RECREATION CENTER (per hour)**

	RES.	NON-RES.
Conference Room .....	\$ 25	\$ 35
Small Activity Room .....	\$ 35	\$ 45
Large Activity Room .....	\$ 40	\$ 50
Gymnasium .....	\$ 50	\$ 60
Entire Recreation Center .....	\$ 125	\$ 155
Gymnasium and Small Activity Room .....	\$ 70	\$ 90

**RECREATION CENTER HOLIDAYS & AFTER-HOURS RENTALS (per hour) \***

	RES.	NON-RES.
Conference Room .....	\$ 40	\$ 50
Small Activity Room .....	\$ 50	\$ 60
Large Activity Room .....	\$ 55	\$ 65
Gymnasium .....	\$ 65	\$ 75
Entire Recreation Center .....	\$ 170	\$ 200
Gymnasium and Small Activity Room .....	\$ 100	\$ 120

\* There will be a 2 hour minimum for holidays and after-hour rentals.

**SHELTERS (per hour)**

	RES.	NON-RES.
Volleyball Picnic Shelter .....	\$ 15	\$ 25
Small Picnic Shelter .....	\$ 15	\$ 25
Large Picnic Shelter .....	\$ 25	\$ 35
Mini Picnic Shelter Near Gazebo .....	\$ 10	\$ 15
Two Mini Picnic Shelters in Playground Area .....	\$ 20	\$ 30
Volleyball Picnic Shelter & Volleyball Court #2 Combo .....	\$ 30	\$ 50

**SENIOR CENTER (per hour)**

	RES.	NON-RES.
Refundable Security Deposit * .....	\$ 50	\$ 50
Senior Building – <i>First two hours</i> (Minimum) .....	\$ 115	\$ 135
Each additional hour after two hour minimum.....	\$ 20	\$ 20

\* Security deposits will be refunded 10 – 14 days after rental date.

**PUBLIC/PRIVATE GROUP EVENT RENTALS**

Event Application Fee (non-refundable) .....	\$ 50
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**AREA RENTAL:**

	RES.	NON-RES.
Disc Golf (per round) .....	\$ 100	\$ 120
Trail System (2 hours).....	\$ 100	\$ 120

**OTHER AREAS:**

Same as hourly rental fees.

ALL RENTAL APPLICATIONS ARE AVAILABLE THROUGH THE PARK.

**OUTDOOR ATHLETIC FACILITY RENTALS (per hour)**

	RES.	NON-RES.
Ballfield Only .....	\$ 25	\$ 50
Ballfield w/Lights .....	\$ 30	\$ 60
Sand Volleyball (Court #2 Only) .....	\$ 20	\$ 30

**OTHER RENTALS (per hour)**

	RES.	NON-RES.
Leecia Lax Gazebo Area.....	\$ 25	\$ 35
Old Trotter's Mill Stone Wall Area .....	\$ 15	\$ 25
Open Space Rentals (Old Plank Rd, Mose Drive, Old Tobacco Barn Lawns).....	\$ 25	\$ 35

**TOURNAMENTS (per day)**

**BASEBALL/SOFTBALL**

1 <sup>st</sup> Field .....	\$ 150
2 <sup>nd</sup> Field .....	\$ 125
3 <sup>rd</sup> Field .....	\$ 100
Additional Maintenance (Per Field) .....	\$ 50
Tournament application fee (due 21 days in advance with application) .....	\$ 50

	RES.	NON-RES.
<b>DISC GOLF</b> .....	\$ 100	\$ 120
<b>SAND VOLLEYBALL (Both Courts)</b> .....	\$ 200	\$ 250

**TENNIS COURT RESERVATION (per hour)**

Per Court .....	\$ 4
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**COMMUNITY EVENTS**

**FOURTH OF JULY VENDOR FEES – SPACE RENTAL**

10' x 10' Space .....	\$ 75
10' x 20' Space .....	\$ 145
10' x 30' Space .....	\$ 195
Additional Late Registration Fee after June 20 .....	\$ 50

**BUDGET ORDINANCE**

**PARKS AND RECREATION**

**FARMER'S MARKET \***

Daily Rate .....	\$	5
Half Market Bundle (per scheduled days) .....	\$	4
Full Market Bundle (per scheduled days) .....	\$	3

\* Fees are paid in advance, and they are non-refundable.

**FIELD OF HONOR – MEMORIAL DAY**

Memorial Flag Sponsorship .....	\$	20
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**OTHER**

Vendor options and prices vary by event.

Special event admission prices vary by event.

Creekside Christmas vendor fee .....	\$	25
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**GENERAL FEES**

General Rezoning/Processing & Advertising .....	\$ 500.00
Special Use/Conditional Use Rezoning .....	\$ 600.00
Miscellaneous Amendment to SU/CU Permit .....	\$ 350.00
Text Amendment .....	\$ 350.00
BOA – Variance, Special Exception or Appeal .....	\$ 350.00
Voluntary Annexation .....	\$ 350.00
Voluntary Annexation with Rezoning .....	\$ 500.00
Street Closing .....	\$ 700.00
Land Use Plan Amendment .....	\$ 350.00

**ZONING FEES**

Zoning Permit .....	\$ 40.00
Common Signage Plan Review .....	\$ 50.00
Thoroughfare Overlay Plan Review .....	\$ 50.00
Certificate of Occupancy Inspection .....	\$ 50.00
Zoning Letter/Zoning Compliance Permit .....	\$ 25.00
Building Demolition Permit .....	\$ 50.00
TRC (includes planning, stormwater & soil/erosion control reviews) (plus \$15 per 1000 sq. ft.) .....	\$ 500.00
Group Developments/PUDs (plus \$15 per 1000 sq. ft.) .....	\$ 500.00

**SUBDIVISION FEES**

TRC (includes planning, stormwater & soil/erosion control reviews) (plus \$15 per lot) .....	\$ 500.00
Final Plat .....	\$ 50.00
Minor Plat (plus \$10 per lot) .....	\$ 50.00
Exclusion Map .....	\$ 25.00

**ENGINEER REVIEW FEES**

TRC (construction drawing review) .....	\$ 500.00
Water/Sewer Extension Review (plus \$5 per 100 ft.).....	\$ 100.00
Driveway Permit .....	\$ 40.00
Soil and Erosion Control Review (greater than 1 acre and not requiring a TRC) .....	\$ 200.00

**ENFORCEMENT FEES**

Mowing Fee .....	cost of service
Mowing Administrative Fee .....	\$ 150.00
Late Fee (if not paid within 30 days of billing date) .....	\$ 20.00
Lot Clean-Up Fee (per man hour) .....	\$ 50.00
Lien Filing Fee .....	\$ 176.00

**WIRELESS TELECOMMUNICATIONS FACILITIES**

All fees are set amount/flat fees and must be paid to the City prior to the work being done for which the fee is paid.

City Application Fees:

New Tower or Support Structure Application & Staff Review/TRC .....	\$ 1,500.00
Eligible Facility Application & Staff Review/TRC .....	\$ 500.00

Expert Assistance Fees:

New Tower or Support Structure or Substantial Modification .....	\$ 7,500.00
Eligible Facility (any co-location or Non-Substantial Modification):	
Technical Review and Analysis .....	\$ 1,000.00
DAS Nodes (up to 3 nodes may be submitted simultaneously as a single application, if attached to existing structures – per node cost) .....	\$ 1,000.00
Expedited Review and Analysis (two-week turnaround).....	\$ 2,500.00
Amendment Request (per requested amendment) .....	\$ 500.00

**BUDGET ORDINANCE**

**SANITATION AND STORMWATER**

**Included on Utility Bill**

**GARBAGE COLLECTION**

Weekly Trash Pick-Up (Monthly per cart charge) ..... \$ 14.00

**RECYCLING COLLECTION**

Bi-Weekly Recyclables Pick-Up (Monthly per cart charge) ..... \$ 5.00

**STORMWATER**

Residential (Monthly) ..... \$ 5.00

Commercial (Monthly per ERU) ..... \$ 2.50

**MULCH SALES**

Resident (In-City Utility Customer)..... Free

Available by appointment only.

**WATER AND SEWER RATES**

	WATER	SEWER
First 2000 gal. with up to 1" meter .....	\$ 18.49	\$ 22.37
First 2000 gal. with 1 1/2" meter .....	\$ 26.56	\$ 27.93
First 2000 gal. with 2" meter .....	\$ 42.04	\$ 44.73
First 2000 gal. with 3" meter .....	\$ 72.79	\$ 76.86
First 2000 gal. with 4" meter .....	\$ 110.33	\$ 117.26
First 2000 gal. with 6" meter .....	\$ 210.13	\$ 223.69
First 2000 gal. with 8" meter .....	\$ 420.26	\$ 447.37
Irrigation/Pool Meters (includes 2000 gal. minimum).....	\$ 18.50	
Each 1000 gal. above 2000 gal. minimum .....	\$ 5.55	\$ 8.36
System Emergency Connection per 1000 gal. (no minimum) .....	\$ 5.55	

Consumers receiving service outside of the city limits will be charged double rates.  
Rate change is effective starting with utility bill due September 20.

**TOTAL MINIMUM BILL**

	INSIDE	OUTSIDE
Water & Sewer .....	\$ 40.86	\$ 81.72

**FLAT RATE SEWER**

Residential .....	\$ 47.16	\$ 94.32
Commercial .....	\$ 55.00	\$ 110.00

**OTHER FEES**

Application Processing Fee (per property) .....	\$ 25.00
Late Fee .....	\$ 10.00
Nonpayment Fee .....	\$ 50.00
Returned Check, Draft or Other Payment .....	\$ 25.00
Meter Calibration (waived if meter is malfunctioning) .....	\$ 25.00
Hydrant Water (per 1,000 gallons).....	\$ 8.36
Deposit for 3/4" meter .....	\$ 150.00
Daily rental fee .....	\$ 1.00
Monthly rental fee .....	\$ 30.00
Deposit for 3" meter .....	\$ 1,000.00
Daily rental fee .....	\$ 3.00
Monthly rental fee .....	\$ 90.00
Trash/Recycling Absent Cart Fee (per cart) .....	\$ 75.00
Sprinkler Re-installation Fee .....	\$ 100.00

\* Utility System: Phone payments will be charged a fee by a third-party provider based on a percentage of the transaction.

**BUDGET ORDINANCE**

**WATER AND SEWER**

**TAP FEES**

WATER:

¾" Tap .....	\$ 930.00
Larger Sizes .....	cost + 15%

SEWER:

4" Tap .....	\$ 1,400.00
Larger Sizes .....	cost + 15%
Bore (if required) .....	cost + 15%

**SYSTEM DEVELOPMENT FEES (SDFs)**

	WATER	SEWER
Meter Size (flow ratio)		
¾" Meter (1.0) .....	\$ 630.00	\$ 350.00
1" Meter (1.7) .....	\$ 1,060.00	\$ 590.00
1 ½" Meter (3.3) .....	\$ 2,120.00	\$ 1,190.00
2" Meter (5.3) .....	\$ 3,390.00	\$ 1,900.00
3" Meter (10.0) .....	\$ 6,360.00	\$ 3,580.00
4" Meter (16.7) .....	\$ 10,600.00	\$ 5,900.00
6" Meter (33.3) .....	\$ 21,200.00	\$ 11,900.00
8" Meter (53.3) .....	\$ 33,900.00	\$ 19,000.00
10" Meter (140.0) .....	\$ 89,000.00	\$ 50,000.00
12" Meter (176.7) .....	\$ 112,000.00	\$ 63,000.00

**EQUIPMENT CHARGES**

Meter .....	at cost - subject to change
Transmitter .....	at cost - subject to change

**PAYMENT APPLICATIONS**

The utility bill includes charges for garbage, recycling, stormwater and water and sewer services. A customer's payment will be applied to the bill in the following order:

- 1) Payment plan agreements
- 2) Late charges, nonpayment fees, application fees, convenience fees, and returned check fees.
- 3) Past due amounts in the same order as shown below
- 4) Garbage and recycling service
- 5) Stormwater fees
- 6) Sewer service
- 7) Water service

### **COLLECTION AND ENFORCEMENT OF UTILITY FEES**

All utility fees are charged within the contractual agreement under which the City agrees to provide utility services and the customer agrees to make timely payments for services received. The City enforces the collection of these fees by involuntary disconnection of services followed by civil debt collection procedures. The City of Archdale opts out of the criminal enforcement remedy afforded by G.S. 14-4 for collection of utility fees. Tampering is considered a criminal act and G.S.14-151 applies.

### **30-DAY TEMPORARY UTILITY SERVICE**

The property owner must fill out an application for a temporary residential or commercial utility service account. A \$25.00 service fee will be added to the first bill. A typical bill for temporary utility service will include water, sewer, trash, recycling, and stormwater charges, based upon the available services and rates at the property location. The temporary service term is for 30 days and must be paid prior to use of the service. Any amounts of water or sewer service used over a minimum bill must be paid at the end of the 30-day period. A property owner who fails to pay by the bill due date will be subject to a late fee charge, and a new 30-day temporary service account will not be available until the past due balance is paid in full. Extensions beyond 30 days on a temporary service account are not permitted.

### **SEASONAL OFF AND ON SERVICE**

Seasonal off and on service will not be allowed for any utility service. An active service account will be closed, and the returning customer must apply for a new service account.

**BUDGET ORDINANCE**

**AUTHORIZED POSITIONS**

	<b>FY 2024-25</b>
<b>ADMINISTRATION</b>	
City Manager .....	1
Assistant City Manager .....	1
City Clerk .....	1
Human Resources Director .....	1
<b>IT &amp; COMMUNICATIONS</b>	
IT Director .....	1
IT & Network Administrator .....	1
IT & Communications Specialist .....	1
<b>FINANCE</b>	
Finance Director .....	1
Accounting Operations Manager .....	1
Financial Services Manager .....	1
Accounts Payable & Customer Service Administrator .....	1
<b>BUILDING</b>	
Facilities & Grounds Director .....	1
Facilities & Grounds Technician II .....	2
Facilities & Grounds Technician I .....	2
<b>POLICE</b>	
Police Chief .....	1
Police Captain .....	2
Police Lieutenant .....	5
Master Police Officer .....	7
Police Officer II .....	9
Police Officer I .....	6
Records and Evidence Specialist .....	1
Telecommunicator Trainer .....	1
Telecommunicator .....	4
<b>PLANNING &amp; ZONING</b>	
Planning Director .....	1
Planning Administrator .....	1
GIS Analyst .....	1
Planning & Code Enforcement Officer .....	1
<b>STREET</b>	
Public Works Director .....	1
Public Works Supervisor .....	1
Public Works Technician III .....	1

**BUDGET ORDINANCE**

**AUTHORIZED POSITIONS**

	<b>FY 2024-25</b>
<b>PARKS &amp; RECREATION</b>	
Parks & Recreation Director .....	1
Recreation Program Leader .....	1
Marketing & Events Coordinator .....	1
Athletic Program Leader .....	1
Administrative Coordinator .....	1
Recreation Assistant .....	1
Athletic Assistant.....	1
Park Keeper .....	1
<b>WATER &amp; SEWER</b>	
Customer Service Manager .....	1
Utility Billing Specialist .....	1
Customer Service Representative .....	1
Public Works Sewer System Supervisor .....	1
Public Works Water System Supervisor .....	1
Public Works Technician III .....	1
Public Works Technician I .....	4
<b>STORMWATER</b>	
Program Manager .....	1
Public Works Technician II.....	2

**Non-Exempt Pay Scale**

GRADE	CLASSIFICATION	MINIMUM	MIDPOINT	MAXIMUM
11	FACILITIES AND GROUNDS TECHNICIAN I PARK KEEPER I PUBLIC WORKS TECHNICIAN I	\$32,136	\$37,806	\$43,476
12	FACILITIES AND GROUNDS TECHNICIAN II PARK KEEPER II PUBLIC WORKS TECHNICIAN II	\$32,136	\$38,893	\$45,650
13	CUSTOMER SERVICE REPRESENTATIVE FACILITIES AND GROUNDS TECHNICIAN III PARK KEEPER III PUBLIC WORKS TECHNICIAN III	\$32,136	\$40,170	\$48,204
14	ADMINISTRATIVE COORDINATOR CUSTOMER SERVICE REPRESENTATIVE II	\$33,889	\$42,361	\$50,833
15	ATHLETIC ASSISTANT PROGRAM ASSISTANT TELECOMMUNICATOR UTILITY BILLING SPECIALIST	\$35,584	\$44,479	\$53,375
16	TELECOMMUNICATOR II	\$37,363	\$46,703	\$56,044
17	CUSTOMER SERVICE MANAGER POLICE CADET POLICE RECORDS AND EVIDENCE SPECIALIST TELECOMMUNICATOR TRAINER	\$39,231	\$49,038	\$58,846
18	ATHLETIC PROGRAM LEADER MARKETING & EVENTS COORDINATOR POLICE OFFICER I SENIOR POLICE RECORDS AND EVIDENCE SPECIALIST RECREATION PROGRAM LEADER	\$41,192	\$51,490	\$61,788
19	PLANNING & CODE ENFORCEMENT OFFICER POLICE OFFICER II PUBLIC WORKS SEWER SYSTEM SUPERVISOR PUBLIC WORKS SUPERVISOR PUBLIC WORKS WATER SYSTEM SUPERVISOR	\$43,252	\$54,065	\$64,878
20	IT & COMMUNICATIONS SPECIALIST	\$45,415	\$56,768	\$68,121
21	ACCOUNTING TECHNICIAN I GIS ANALYST MASTER POLICE OFFICER PLANNING ADMINISTRATOR	\$47,685	\$59,606	\$71,527
22	ACCOUNTING TECHNICIAN II CITY CLERK MASTER POLICE OFFICER II	\$50,070	\$62,587	\$75,104
23	IT NETWORK ADMINISTRATOR POLICE SERGEANT	\$52,573	\$65,716	\$78,859
24	POLICE LIEUTENANT	\$55,202	\$69,002	\$82,802
25	NOT ASSIGNED	\$57,962	\$72,452	\$86,942

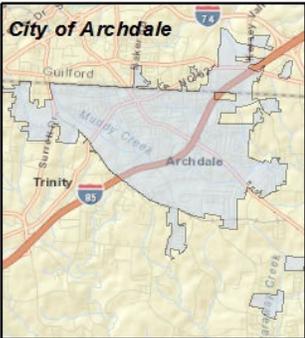
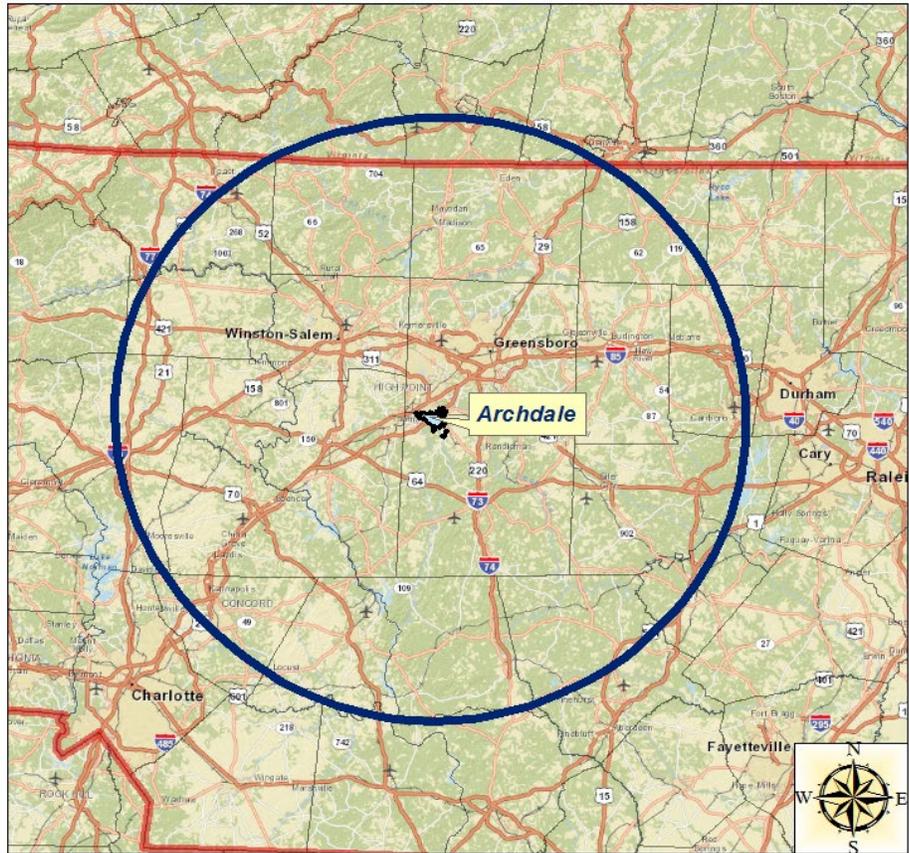
**BUDGET ORDINANCE**

**ASSIGNMENT OF CLASSES TO GRADES**

**Exempt Pay Scale**

CLASS	GRADE	MINIMUM	MIDPOINT	MAXIMUM
Accounts Payable & Customer Service Administrator	201	47,022	61,128	75,234
Not assigned	202	49,843	64,796	79,748
Stormwater Program Manager	203	52,833	68,683	84,533
Financial Services Manager	204	56,003	72,804	89,605
Not assigned	205	59,364	77,173	94,982
Accounting Operations Manager	206	62,925	81,803	100,680
Facilities & Grounds Director	206	62,925	81,803	100,680
Parks & Recreation Director	206	62,925	81,803	100,680
Planning Director	206	62,925	81,803	100,680
Police Captain	206	62,925	81,803	100,680
Public Works Director	206	62,925	81,803	100,680
Human Resources Director	206	62,925	81,803	100,680
Not assigned	207	66,701	86,711	106,721
Not assigned	208	70,703	91,914	113,125
I. T. Director	209	74,945	97,429	119,912
Not assigned	210	79,442	103,274	127,107
Finance Director	211	84,208	109,471	134,733
Police Chief	211	84,208	109,471	134,733
Assistant City Manager	212	89,261	116,039	142,817
Not assigned	213	94,617	123,001	151,386
Not assigned	214	100,294	130,381	160,469

**Archdale: 50 Mile Radius**



- Universities**
  - High Point University
  - UNCG
  - NCA & TSU
  - Bennett College
  - Guilford College
  - Greensboro College
  - Salem College
  - UNC School of the Arts
  - WSSU
  - Wake Forest
  - Elon
  - Catawba College
  - Livingston College
  - Pfeiffer University
  - UNCC
  - Queens University
  - JCSU
  - Davidson College
  - UNC Chapel Hill
  - Duke University
  - NCCU
  - NCSU
  - Meredith College
  - Peace University
  - Campbell University
- Hospitals**
  - High Point Regional Health System
  - Wake Forest Baptist Medical Center
  - Forsyth Memorial Hospital
  - Moses Cone Health
  - Wesley Long Hospital
  - University of North Carolina Hospitals
  - Duke University Hospital
- Airports**
  - Piedmont Triad International
  - Raleigh – Durham International
  - Charlotte – Douglas International
- Interstate Corridors**
  - Interstate 85
  - Interstate 40
  - Interstate 74
  - Interstate 73
  - Interstate 77
- 50 Mile Radius**
  - Blue = Inside
  - Red = Outside

**DEMOGRAPHICS**

Archdale is conveniently located with its City limits adjoining the City of High Point and 12 miles south of the City of Greensboro along I-85. Archdale is located primarily in Randolph County, with a portion extending into Guilford County. These counties are part of the Piedmont Triad region of North Carolina, with the Blue Ridge Mountains about 100 miles to the west and the Atlantic Ocean within 200 miles to the east.

**HISTORY**

Archdale, formerly known as Bush Hill, was settled by the Quakers in 1786. The small rural community was known as a ‘Beehive of Industry.’ The tannery was built in 1825 by Josiah Tomlinson. W.C. Petty, D.M. Petty and Moses Hammond manufactured saddles, leather goods, doors, mantels, moldings, and furniture as well as house building. Wagon making, smithing, and shoe & boot manufacturing were also done here. When the war started the Quakers manufactured shoes for the army. In 1887, the town was renamed ‘Archdale’ in honor of John Archdale, Quaker Governor of the Colony. The City of Archdale was incorporated in July 1969.

**GOVERNMENT**

The City operates under a Council-Manager form of government. The City Council is the policy-making and legislative body of City government and includes a Mayor and six council members. One Council member is elected from each of the City's four wards and two Council members are elected at-large. Members serve four-year staggered terms. The Mayor is the presiding officer of the Council and votes only when a Council vote results in a tie.

The City Manager is appointed by the Council as the Chief Executive Officer and is responsible for carrying out the policies and ordinances of the Council. The Manager appoints department directors to assist with the administration of the daily operations and programs of the City.

**FUNDS**

The City is organized by enterprise funds and general government departments. Departments provide specific services for Archdale citizens and businesses.

**BUDGETARY BASIS**

All budgets are prepared using the modified accrual basis of accounting. An annual budget is adopted for the general fund, the water and sewer enterprise fund, the water and sewer capital project fund, the water and sewer special revenue fund, and the stormwater enterprise fund.

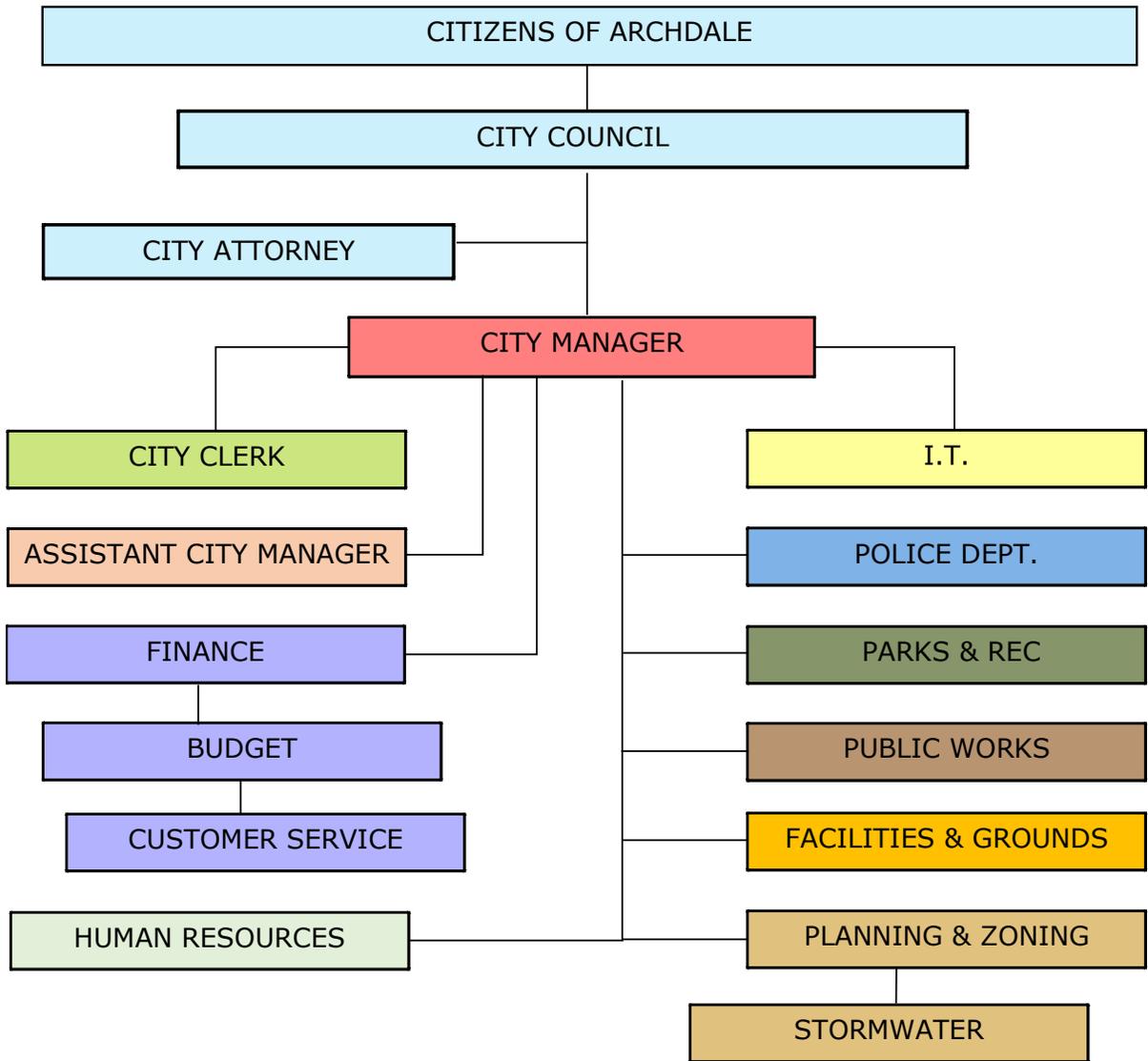
The City's budgets are adopted as required by The Local Government Budget and Fiscal Control Act of the North Carolina General Statutes. The City Council authorizes funding at the department level for general governmental services. Expenditures may not legally exceed appropriations at the fund level for enterprise funds. All annual appropriations lapse at fiscal-year end. Any outstanding encumbrances are reported as reservations of fund balances, rather than expenditures or liabilities since the commitments will be reappropriated in the subsequent fiscal year.

**BUDGET PROCESS**

The budget process begins with department requests to update to the five-year capital and professional services spending plan. This forecast includes new and replacement capital purchases as well as one-time professional services contracts exceeding \$5,000. The plan is adopted by the City Council with the understanding that the amounts shown in the first fiscal year will be included in the next annual budget proposal.

Each department prepares an annual operating budget request. Department personnel meet with the finance department and the City Manager, who is the Budget Officer for the City. The Budget Officer is required by State law to present the budget to City council and comment on the budget recommendations by June 1. A public hearing on the budget must be held. The budget ordinance shall be adopted by the City Council by July 1.

Multi-year grant project ordinances were adopted for special revenue funds received by the City from the American Rescue Plan Act (ARPA) and North Carolina State Capital and Infrastructure Fund (SCIF) budget appropriations. They are not a part of the annual budget ordinance.



**City of Archdale  
ORGANIZATIONAL CHART**

Fund Balance of Governmental Funds  
Last Five Fiscal Years  
(modified accrual basis of accounting)

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<b>Fund Balance</b>					
General Fund					
Nonspendable:					
Prepaid items	15,824	11,162	11,584	40,720	15,237
Restricted:					
Stabilization by State Statute	1,695,177	1,367,630	1,585,605	1,735,395	1,839,035
Streets - Powell Bill	626,977	655,803	620,497	599,986	617,656
Public Safety	174,723	213,185	170,907	187,959	300,038
Assigned:					
Economic Development	606,621	626,621	651,621	676,621	670,484
Capital	2,819,198	1,934,500	2,500,000	2,000,000	5,669,164
Subsequent Year's Expenditure	119,469	1,514,072	877,199	3,342,430	3,357,820
Unassigned	<u>3,984,040</u>	<u>4,539,905</u>	<u>5,354,722</u>	<u>4,377,754</u>	<u>5,871,114</u>
Total general fund	<u>10,042,029</u>	<u>10,862,878</u>	<u>11,772,135</u>	<u>12,960,865</u>	<u>18,340,548</u>
All other governmental funds					
Restricted:					
Stabilization by State Statute	-	37,190	-	-	-
Grant Project Funds	-	-	-	838	16,846
Assigned:					
Grant Project Funds	<u>116,310</u>	<u>79,171</u>	<u>-</u>	<u>3,163</u>	<u>-</u>
Total all other governmental funds	<u>116,310</u>	<u>116,361</u>	<u>-</u>	<u>4,001</u>	<u>16,846</u>

**GENERAL FUND****REVENUES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
<b>Ad Valorem Taxes</b>	\$ 4,631,040	\$ 4,713,180
<b>Unrestricted intergovernmental</b>		
Sales tax.....	4,500,000	4,600,000
Utility sales tax .....	618,000	637,900
Beer and wine tax .....	47,000	48,000
ABC Board .....	<u>12,000</u>	<u>2,600</u>
Total	\$ 5,177,000	\$ 5,288,500
<b>Restricted intergovernmental</b>		
Powell Bill.....	350,000	415,000
Unauthorized substance tax.....	500	-
Solid waste disposal tax.....	9,700	9,700
Revenue from other governments .....	50,000	50,000
Revenue from Non-Government – Restricted.....	200,000	200,000
Police Department Grant.....	5,000	5,000
Randolph County for library .....	12,000	12,000
Economic Development Grant .....	142,300	-
TDA Grant .....	<u>15,000</u>	<u>18,500</u>
Total	\$ 784,500	\$ 710,200
<b>Permits and Fees</b>		
Zoning permits .....	3,000	3,000
Zoning & Annexation application fees.....	4,000	4,000
Subdivision/TRC fees.....	<u>12,000</u>	<u>40,000</u>
Total	\$ 19,000	\$ 47,000
<b>Interest Income</b>		
Interest income.....	500,000	763,000
Interest – Powell Bill.....	<u>28,000</u>	<u>26,600</u>
Total	\$ 528,000	\$ 789,600

*Continued . . .*

**GENERAL FUND****REVENUES**

... Continued

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
<b>Sales and Services</b>		
Concessions.....	-	500
Ballfield concessions.....	5,000	5,000
Recreation revenues.....	232,200	296,900
Rent – recreation.....	22,000	30,000
Holiday and Special Events.....	3,000	2,100
Solid waste and recycling.....	<u>1,048,400</u>	<u>1,100,000</u>
Total	\$ 1,310,600	\$ 1,434,500
<b>Miscellaneous</b>		
Miscellaneous.....	42,000	36,000
Credit Card Transaction Fees.....	7,000	9,000
Donations-Police.....	5,000	5,000
Fee-In-Lieu – Restricted Walkway.....	3,445	-
Proceeds from Debt.....	<u>30,425</u>	<u>-</u>
Total	\$ 87,870	\$ 50,000
<b>Fund Balance</b>		
Fund balance appropriated.....	-1,745,827	-1,475,330
Restricted fund balance.....	316,895	156,400
Assigned for capital.....	<u>6,242,586</u>	<u>3,855,500</u>
Total	\$ 4,813,654	\$ 2,536,570
<b>Total Revenue</b>	<b>\$ 17,351,664</b>	<b>\$ 15,569,550</b>

**GENERAL FUND**

**GOVERNING BODY**

**Activities:** All legislative functions of the city government rest with the City Council. These powers include policy formulation, ordinance writing, appropriations, and oversight of all municipal operations.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	37,800	39,700
FICA .....	2,900	3,040
Travel and training .....	1,000	1,000
Meetings .....	2,000	2,560
Supplies.....	2,000	2,000
Contracted services .....	2,500	2,500
Public official insurance.....	2,420	2,300
Board of election .....	<u>-</u>	<u>4,000</u>
<b>Total Governing Body</b>	<b>\$ 50,620</b>	<b>\$ 57,100</b>

**GENERAL FUND**

**LEGAL**

**Activities:** The legal department provides legal counsel and advice to the Governing Board and staff, and is served by an attorney on retainer to the City. The attorney also serves as the parliamentarian to the board during meetings.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Professional services .....	<u>50,000</u>	<u>50,000</u>
<b>Total Legal</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**GENERAL FUND**

**ADMINISTRATION**

**Activities:** Fully implements the goals, policies, and directives of the Governing Board in an effective and efficient manner. Administration also includes human resources activities of recruiting, training and development, compensation, benefits, and ensuring the safety and welfare of City staff.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	341,120	433,000
Salary reallocation.....	-82,570	-85,290
Allowances .....	3,600	3,600
FICA.....	26,750	33,500
Group insurance.....	32,560	35,000
Retirement.....	44,755	59,200
Supplemental retirement.....	17,305	21,650
Unemployment insurance .....	2,500	2,500
<b>Total personnel</b>	<b>\$ 386,020</b>	<b>\$ 503,160</b>
Communications .....	2,500	2,500
Postage .....	200	200
Travel and training .....	4,500	4,500
Employee Meetings/Events.....	11,160	11,610
Advertisement .....	600	600
Supplies.....	4,000	1,060
Contracted services .....	500	500
Professional services .....	2,700	2,700
Dues and subscriptions.....	2,950	3,000
Insurance.....	2,550	2,400
Workmen's compensation.....	260	170
<b>Total operating</b>	<b>\$ 31,920</b>	<b>\$ 29,240</b>
<b>Total Administration</b>	<b>\$ 417,940</b>	<b>\$ 532,400</b>

**GENERAL FUND**

**INFORMATION/COMMUNICATIONS TECHNOLOGY**

**Activities:** Responsibilities of this department include reliability and security of information technology infrastructure, data storage and related policies. The department provides support and service to all other City departments.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	224,755	250,000
Salary reallocation.....	-41,380	-43,500
FICA .....	17,340	19,500
Group insurance.....	24,430	26,250
Retirement.....	29,505	34,500
Supplemental retirement.....	11,140	12,500
Total personnel	\$ 265,790	\$ 299,250
Communications.....	63,225	68,425
Postage .....	200	200
Travel and training .....	9,770	18,870
Supplies.....	3,500	3,575
Non-capitalized equipment.....	88,600	33,100
Contracted services .....	4,500	9,700
Maintenance and software licensing.....	202,225	212,460
Dues and subscriptions.....	50	50
Insurance.....	3,310	3,500
Workmen's compensation.....	260	170
Total operating	\$ 375,640	\$ 350,050
New equipment and software.....	338,000	147,000
Total capital	\$ 338,000	\$ 147,000
<b>Total Info/Communications Technology</b>	<b>\$ 979,430</b>	<b>\$ 796,300</b>

**GENERAL FUND**

**FINANCE**

**Activities:** Responsibilities of this department include implementing accounting and financial policies and procedures that comply with the Local Government Budget and Fiscal Control Act and other state statutes, which results in financial reporting in accordance with generally accepted accounting principles. The department provides support and service to all other City departments.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	348,650	330,000
Salary Relocation .....	-95,930	-86,410
FICA .....	27,570	26,000
Group insurance .....	36,970	35,000
Retirement.....	42,070	39,000
Supplemental retirement.....	16,270	14,200
Total personnel	\$ 375,600	\$ 357,790
Communications .....	1,250	1,250
Postage .....	1,260	1,260
Travel and training .....	23,600	23,600
Supplies.....	7,200	2,505
Contracted services .....	83,000	85,000
Professional services .....	70,083	41,250
Dues and subscriptions .....	685	725
Insurance.....	8,920	9,700
Workmen's compensation.....	350	220
Total operating	\$ 196,348	\$ 165,510
<b>Total Finance</b>	<b>\$ 571,948</b>	<b>\$ 523,300</b>

**GENERAL FUND**

**FACILITIES AND GROUNDS**

**Activities:** Provides janitorial, maintenance, landscaping, and other services for the City’s general and administrative properties.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	222,500	230,000
Part-time maintenance salaries.....	28,000	28,000
FICA .....	19,170	19,600
Group insurance .....	40,710	43,800
Retirement .....	28,770	35,100
Supplemental retirement .....	11,130	11,500
<b>Total personnel</b>	<b>\$ 350,280</b>	<b>\$ 368,000</b>
Communications .....	3,460	4,660
Utilities – Duke .....	27,000	27,000
Utilities – PNG .....	9,000	9,000
Utilities - Water .....	1,900	1,900
Stormwater Fees .....	625	625
Travel/Training .....	6,000	6,000
Building maintenance.....	46,000	43,000
Groundskeeping .....	17,000	20,000
Building Fund allocation .....	-35,240	-37,000
HVAC maintenance .....	30,000	30,000
Equipment rental .....	5,500	5,500
Vehicle/Equipment maintenance .....	18,000	18,000
Gas and lubricants .....	17,500	17,500
Supplies .....	16,000	18,970
Supplies – Office .....	17,000	10,000
Non-capitalized account .....	6,000	13,095
Uniforms .....	7,500	10,200
Contracted services .....	9,850	10,750
Rental maintenance and management.....	5,000	5,000
Professional services .....	11,000	12,000
Dues and subscriptions.....	400	400
Insurance.....	19,500	25,000
Workmen’s compensation .....	8,300	5,400
<b>Total operating</b>	<b>\$ 247,295</b>	<b>\$ 257,000</b>
Land Improvement .....	415,000	-
Capital .....	43,200	108,000
<b>Total capital</b>	<b>\$ 458,200</b>	<b>\$ 108,000</b>
<b>Total Facilities and Grounds</b>	<b>\$ 1,055,775</b>	<b>\$ 733,000</b>

**GENERAL FUND**

**FIRE INSPECTIONS**

**Activities:** The mission of the department is to enforce the State Building Code Fire Section in accordance with North Carolina laws. Enforcement of the State Building Code is the only state mandated service the City performs. The Guil-Rand Fire Department will be performing fee-based building inspections for the City this year.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Contracted services .....	<u>32,945</u>	<u>32,945</u>
<b>Total Fire Inspections</b>	<b>\$ 32,945</b>	<b>\$ 32,945</b>

**GENERAL FUND**

**POLICE**

**Activities:** The mission of the Archdale Police Department is to protect life and property by providing exceptional municipal police services to the community in partnership with the citizens of Archdale. The department places the needs of the community first when performing duties.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	2,058,930	2,215,000
Separation allowance .....	136,870	157,000
K-9 and Drug Seizure Salaries .....	15,180	16,000
FICA .....	166,550	178,000
Group insurance .....	293,050	315,000
Retirement .....	287,510	330,000
Supplemental retirement .....	<u>103,710</u>	<u>111,000</u>
Total personnel	<b>\$ 3,061,800</b>	<b>\$ 3,322,000</b>
Communications .....	56,165	91,765
Postage .....	300	400
Utilities – Duke .....	11,000	12,000
Utilities – PNG .....	4,000	4,000
Utilities – Water .....	1,700	1,700
Stormwater fees .....	500	500
Travel and training .....	8,600	5,000
Educational reimburse .....	7,000	7,000
Building – janitorial .....	65,400	27,000
Equipment maintenance .....	6,500	6,500
Vehicle maintenance .....	50,250	40,500
Gas and lubricants .....	100,000	100,000
Supplies .....	10,000	10,117

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	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Weapons and ammo .....	10,000	13,500
Drug seizure non-capitalized.....	23,600	43,000
IT non-capitalized .....	53,800	54,500
Uniforms .....	30,920	32,600
Contracted services .....	11,400	17,850
IT support .....	136,982	176,042
Community Policing Events/Supplies .....	16,000	16,000
Professional services .....	6,500	7,000
Dues and subscriptions.....	200	500
Insurance.....	86,200	89,000
Workmen’s compensation.....	55,000	36,000
Investigation expense .....	3,000	3,000
Debt service principal.....	<u>27,526</u>	<u>27,526</u>
Total operating	\$ 782,543	\$ 823,000
Drug seizure equipment.....	38,000	54,000
New equipment.....	638,386	53,000
Police vehicles .....	<u>144,000</u>	<u>70,000</u>
Total capital	\$ 820,386	\$ 177,000
<b>Total Police</b>	<b>\$ 4,664,729</b>	<b>\$ 4,322,000</b>

**Activities:** The mission of the department is to ensure orderly development for the current and future growth of our city and to provide a better quality of life for our citizens.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	229,200	243,000
Special compensation .....	6,480	6,480
FICA .....	18,030	19,500
Group insurance.....	32,560	35,000
Retirement .....	29,640	33,500
Supplemental retirement.....	11,460	12,200
Total personnel	\$ 327,370	\$ 349,680
Communications .....	2,500	2500
Postage .....	750	1,500
Travel and training .....	20,000	24,000
Educational Reimbursement.....	2,000	4,000
Meetings .....	500	1,500
Vehicle maintenance.....	1,000	2,000
Advertisement .....	3,500	4,000
Gas and lubricants .....	1,000	1,500
Supplies.....	2,000	2,580
Plan Archdale Commission.....	2,000	2,000
Contracted services .....	106,000	102,000
Professional services .....	90,660	130,000
Dues and subscriptions.....	2,740	3,540
Insurance.....	4,150	3,500
Workmen's compensation.....	5,600	2,600
Total operating	\$ 244,400	\$ 287,220
New equipment .....	-	17,500
Computer equipment and software.....	17,500	18,000
Total capital	\$ 17,500	\$ 35,500
<b>Total Planning and Zoning</b>	<b>\$ 589,270</b>	<b>\$ 672,400</b>

**GENERAL FUND**

**STREET**

**Activities:** The mission of the department is to maintain all City streets, signage, and shoulders for safe vehicular traffic.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	178,890	195,800
FICA .....	13,535	15,000
Group insurance .....	24,420	26,300
Retirement.....	22,875	26,800
Supplemental retirement.....	8,845	9,800
Total personnel	\$ 248,565	\$ 273,700
Communications .....	1,870	3,050
Utilities .....	10,000	11,000
Utilities – propane/PNG .....	6,100	6,100
Utilities – water .....	2,100	2,100
Stormwater fees.....	1,210	1,210
Travel and training .....	1,500	1,500
Building maintenance .....	14,900	29,300
Equipment and vehicle maintenance .....	16,000	17,000
Street lights .....	145,000	200,000
Gas and lubricants .....	18,000	20,000
Supplies.....	6,630	7,080
Non-capitalized account.....	7,300	4,000
Uniforms .....	3,600	3,600
Contracted services .....	5,060	255,060
Professional services .....	16,900	500
Insurance .....	20,940	26,000
Workmen’s compensation.....	6,500	4,200
Total operating	\$ 283,610	\$ 591,700
Land Improvements.....	700,000	-
New equipment .....	35,700	125,000
Total capital	\$ 735,700	\$ 125,000
<b>Total Street</b>	<b>\$ 1,267,875</b>	<b>\$ 990,400</b>

**GENERAL FUND**

**STREET – POWELL BILL**

**Activities:** The mission of the department is to construct and maintain streets and sidewalks as permitted by North Carolina Powell Bill statutes.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Maintenance .....	365,000	365,000
Snow and ice removal.....	8,000	8,000
Sidewalk construction .....	250,000	100,000
Equipment .....	<u>-</u>	<u>12,000</u>
<b>Total Street – Powell Bill</b>	<b>\$ 623,000</b>	<b>\$ 485,000</b>

**GENERAL FUND**

**SANITATION**

**Activities:** The mission of the department is to promote a clean environment through garbage collection and recycling services. Once per year, the city also sponsors a spring clean-up event, allowing citizens the opportunity to dispose of bulky items normally not accepted in household trash collection.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Postage .....	4,800	5,300
Contracted services .....	727,000	766,000
Recycle service .....	247,000	265,000
Condo services .....	89,000	92,000
Spring and Fall cleanup .....	15,000	15,200
Billing fees .....	<u>8,500</u>	<u>10,500</u>
<b>Total Sanitation</b>	<b>\$ 1,091,300</b>	<b>\$ 1,154,000</b>

**Activities:** The mission of the department is to enhance the quality of life for citizens, by offering year-round diversified recreational opportunities ensuring that all citizens have equal opportunity and participation. The department also provides after-school care and a summer program, Camp Creekside.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	377,080	388,000
Part-time maintenance salaries.....	14,500	14,500
Special compensation .....	102,380	113,000
Officiating umpire/referee.....	42,528	46,700
FICA.....	37,790	40,000
Group insurance.....	65,120	70,000
Retirement .....	48,755	53,500
Supplemental retirement .....	18,855	19,500
Total personnel	\$ 707,008	\$ 745,200
Communications .....	2,500	2,500
Postage .....	200	200
Utilities .....	51,900	52,000
Utilities – PNG.....	9,000	9,000
Utilities – water.....	9,500	12,500
Stormwater fees .....	2,505	2,505
Travel and training .....	4,550	8,100
Building maintenance .....	18,000	10,000
Groundskeeping .....	23,000	39,000
Ballfield maintenance .....	20,000	30,000
HVAC maintenance .....	49,000	4,000
Vehicle maintenance.....	2,500	5,000
Advertisement .....	14,700	14,050
Gas and lubricants .....	5,000	5,000
Office supplies.....	3,000	4,215
Supplies – programs .....	23,555	29,300
Supplies – athletics .....	70,533	70,000
Supplies – building maintenance .....	10,000	10,000
Ballfield concessions.....	3,500	4,000
Non-capitalized account.....	13,500	13,500
Uniforms .....	1,350	1,350
Contracted services .....	27,720	32,620
Fireworks .....	22,900	22,900
Special events/trips .....	32,320	46,000

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**GENERAL FUND**

**PARKS AND RECREATION**

... Continued

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Professional services .....	50,660	30,760
Dues and subscriptions .....	1,200	12,000
Insurance .....	28,940	39,000
Workmen's compensation .....	13,200	9,300
<b>Total operating</b>	<b>\$ 514,733</b>	<b>\$ 518,800</b>
Land improvements .....	1,000,000	-
Facility improvements .....	95,000	445,000
Building purchase/construction .....	2,620,000	2,620,000
Building improvements .....	87,000	87,000
Capital .....	70,000	-
Computer equipment and software .....	39,500	-
New Vehicles .....	-	165,000
<b>Total capital</b>	<b>\$ 3,911,500</b>	<b>\$ 3,317,000</b>
<b>Total Parks and Recreation</b>	<b>\$ 5,133,241</b>	<b>\$ 4,581,000</b>

**GENERAL FUND**

**SENIOR ADULTS**

**Activities:** The mission of the Archdale Senior Center is to promote and enhance the physical and emotional well-being of senior adults in order to assist them in remaining a vital and active part of the community.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Telephone .....	1,590	1,600
Utilities .....	6,100	6,100
Utilities – water .....	1,500	1,500
Stormwater fees .....	150	150
Maintenance and janitorial .....	11,400	8,000
Supplies .....	600	650
Insurance .....	900	1,100
<b>Total Senior Adults</b> .....	<b>\$ 22,240</b>	<b>\$ 19,100</b>

**GENERAL FUND**

**LIBRARY**

**Activities:** The mission of the Archdale Branch of the Randolph County Public Library is, in cooperation with the Randolph County Library System, to enhance the community’s quality of life by providing educational, cultural, and literary resources.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Utilities.....	17,000	19,000
Utilities - PNG.....	4,500	4,500
Utilities - water.....	1,800	1,800
Stormwater fees.....	700	700
Building maintenance.....	7,300	8,300
HVAC maintenance.....	1,000	1,000
Books.....	5,000	5,000
Contracted services.....	700	1,000
Payment to Randolph County.....	117,400	138,000
Insurance.....	<u>6,750</u>	<u>7,500</u>
<b>Total Library</b>	<b>\$ 162,150</b>	<b>\$ 186,800</b>

**GENERAL FUND**

**COMMUNITY PROMOTIONS**

**Activities:** This department provides funding to those agencies that support the City of Archdale with state and national legislation development, council and staff training, economic development, transportation planning, and annual membership dues for the municipality.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Marketing & Advertising.....	22,000	22,000
NCLM.....	12,800	12,900
School of Government.....	1,772	1,997
RCEDC.....	22,000	22,000
Chamber of Commerce.....	8,000	9,000
High Point MPO.....	5,576	2,800
PTRC.....	2,600	2,600
Senior Adults.....	28,635	29,991
Other community promotions.....	15,000	12,000
Economic development.....	<u>510,818</u>	<u>308,517</u>
<b>Total Community Promotions</b>	<b>\$ 629,201</b>	<b>\$ 423,805</b>

**GENERAL FUND**

**NON-DEPARTMENTAL**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Contingency .....	<u>10,000</u>	<u>10,000</u>
<b>Total Non-Departmental</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>Total General Fund</b>	<b><u>\$ 17,351,664</u></b>	<b><u>\$ 15,569,550</u></b>

**WATER AND SEWER FUND****REVENUES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Interest income.....	230,000	202,000
Application fee.....	15,120	15,000
Returned Check Fee Revenue.....	1,000	1,000
Sale of Meters/Transponders.....	20,000	15,000
Water/Sewer Extension Review.....	1,000	1,000
Water charges.....	1,992,000	2,010,000
Sewer charges.....	2,629,000	2,600,000
Water and sewer taps.....	4,700	5,000
Hydrant Meter Rental.....	500	500
Cell tower rental revenue.....	29,926	30,500
Late fees.....	74,400	70,000
Nonpayment Fee.....	54,000	35,000
Transfer to Water Sewer Capital Project Fund.....	-835,000	-
Appropriated net assets.....	-121,199	-135,700
DEQ Grant.....	<u>242,000</u>	<u>-</u>
<b>Total Water and Sewer</b>	<b>\$ 4,337,447</b>	<b>\$ 4,849,300</b>

**WATER AND SEWER FUND**

**EXPENDITURES**

**Activities:** The mission of the department is to distribute safe, quality drinking water; maintain fire hydrants and fire flow pressures; and to recollect wastewater for distribution to the City of High Point’s Eastside Treatment Plant. In order to provide our citizens with the highest quality water possible, our water is tested on a regular basis to ensure compliance with all of the North Carolina Department of Water Quality standards and regulations.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	451,200	483,000
Salary reallocation.....	189,210	182,980
FICA .....	34,520	37,000
Group insurance.....	81,410	87,500
Retirement .....	58,340	66,500
Supplemental retirement.....	<u>22,560</u>	<u>24,500</u>
Total personnel .....	\$ 837,240	\$ 881,480
Communications .....	15,610	18,381
Postage .....	22,250	23,500
Utilities .....	75,500	75,500
Utilities-Water.....	600	-
Travel and training .....	13,050	23,550
Building maintenance.....	2,500	2,500
Occupancy .....	26,440	27,800
Equipment and vehicle maintenance.....	28,000	28,000
Pump station maintenance.....	262,500	350,000
Gas and lubricants .....	17,000	17,000
Supplies .....	213,332	226,029
Office supplies.....	5,500	2,500
Non-capitalized account.....	9,900	2,500
IT non-capitalized equip & supplies .....	10,200	13,400
Uniforms .....	8,400	8,400
Contracted services .....	73,000	103,000
IT support .....	64,265	60,300
Contracted services on-line .....	2,000	2,000
Billing and credit card fees.....	40,000	38,500
High Point Agreement Principal.....	26,290	26,290
High Point Agreement Interest .....	1,315	1,315
Davidson Water Principal.....	10,102	10,461
Davidson Water Interest.....	2,745	2,384
PTRWA admin. & operating.....	92,270	94,500
High Point Sewer Reimbursement.....	11,000	700,000
Professional services .....	445,060	79,200
Water purchases .....	440,200	438,200
Sewer treatment.....	777,000	777,000
Dues .....	7,200	7,360
Insurance .....	45,700	50,000
Workmen’s compensation .....	15,400	10,000

Continued . . .

**WATER AND SEWER FUND****EXPENDITURES**

... Continued

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
PTRWA principal .....	303,436	308,720
HP Incinerator Rehab Project Debt – Principal.....	89,773	92,190
HP Incinerator Rehab Project Debt – Interest.....	52,038	49,620
PTRWA interest .....	<u>27,031</u>	<u>21,720</u>
Total operating.....	\$ 3,236,607	\$ 3,691,820
New Equipment.....	17,600	18,000
IT Capital.....	-	12,000
New Vehicles.....	44,900	20,000
Water/Sewer: Pump Stations.....	201,100	226,000
Total capital .....	\$ 263,600	\$ 276,000
<b>Total Water and Sewer</b>	<b>\$ 4,337,447</b>	<b>\$ 4,849,300</b>

**WATER AND SEWER SPECIAL REVENUES FUND****REVENUES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Interest.....	4,800	5,500
Connection fees .....	29,500	25,000
Fund balance appropriated .....	<u>-34,300</u>	<u>-30,500</u>
<b>Total Special Revenues Fund</b>	<b>\$ 0</b>	<b>\$ 0</b>

**WATER AND SEWER CAPITAL PROJECT FUND**

**REVENUES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Interest .....	75,000	119,000
Transfer from Water Sewer Fund .....	835,000	-
Appropriated net assets .....	<u>2,120,000</u>	<u>461,000</u>
<b>Total Capital Project Fund</b>	<b>\$ 3,030,000</b>	<b>\$ 580,000</b>

**WATER AND SEWER CAPITAL PROJECT FUND**

**EXPENDITURES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Water/Sewer extensions .....	80,000	80,000
Sewer Lines .....	<u>2,950,000</u>	<u>500,000</u>
<b>Total Capital Project Fund</b>	<b>\$ 3,030,000</b>	<b>\$ 580,000</b>

**STORMWATER FUND****REVENUES**

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Interest .....	35,000	44,000
Stormwater charges .....	267,000	267,000
Stormwater charges – commercial .....	233,000	233,000
Net assets appropriated .....	<u>178,435</u>	<u>13,100</u>
<b>Total Stormwater</b>	<b>\$ 713,435</b>	<b>\$ 557,100</b>

**STORMWATER FUND****EXPENDITURES**

**Activities:** The mission of this fund is to comply with the City’s NPDES permit by providing stormwater run-off management, street sweeping, leaf and limb collection, and environmental protection and awareness education.

	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>
Salaries .....	157,300	175,500
Salary reallocation.....	30,670	32,220
FICA .....	12,180	13,400
Group insurance.....	24,430	26,300
Retirement .....	20,780	24,000
Supplemental retirement.....	<u>7,770</u>	<u>8,800</u>
Total personnel .....	<b>\$ 253,130</b>	<b>\$ 280,220</b>
Communications.....	2,170	2,450
Postage .....	2,610	2,900
Travel and training .....	5,000	5,000
Occupancy .....	8,800	9,200
Vehicle maintenance.....	28,300	40,000
Gas and lubricants .....	30,000	30,000
Supplies.....	15,000	15,045
Non-capitalized account.....	1,375	500
Uniforms .....	3,400	3,400
Contracted services .....	27,135	27,135
Street sweeping .....	26,500	27,800
IT support .....	9,050	9,900
Billing & credit card fees.....	4,500	5,000
Grinding & yard waste disposal .....	40,925	50,000
Professional services .....	16,890	16,550
Dues and subscriptions.....	1,700	1,800
Insurance.....	23,450	26,000
Workmen’s compensation.....	<u>6,500</u>	<u>4,200</u>
Total operating .....	<b>\$ 253,305</b>	<b>\$ 276,880</b>
New equipment .....	165,000	-
Vehicle Purchases .....	<u>42,000</u>	<u>-</u>
Total capital .....	<b>\$ 207,000</b>	<b>\$ -</b>
<b>Total Stormwater</b>	<b>\$ 713,435</b>	<b>\$ 557,100</b>