04/03/10

TOWN OF OAK RIDGE
2011-2012 BUDGET MESSAGE

The Town of Oak Ridge now begins the preparations for our fourteenth full year as a town. The budget for the 2011-2012 fiscal year has been prepared by the Finance Committee in conjunction with input from the Town Council, various committees, and our citizens. After many hours of meetings and evaluations, the committee presents their report to the council and citizens in the form of a recommended budget. I have placed this recommendation in the proper form for budgetary adoption and verified it as to accuracy and completeness.

During 2011-2012 the Town will face many challenges due to the continuing economic recession. Our challenges are to continue to contain our costs while still delivering the services desired by our citizens. We continue to face rising costs on all Town expenses and reduced or stagnant revenues. The finance committee has taken these items into consideration in drafting this budget. Expenses have been meticulously researched and again pared to the minimum. Income has been conservatively estimated after due consideration of our own historic financial data as well as the best information we could obtain from the North Carolina State Treasurer, the North Carolina Department of Revenue, and the Guilford County Tax Department as well as other sources. As in past years, all requests for expenditures have been heard, debated and evaluated before being included in the budget.

After these extensive procedures, the Town has drafted a budget that keeps the property tax rate the same as the prior year, covers our needed expenditures, services our reduced debt, and still provides a projected addition to our fund balance.

The budget for fiscal year 2011-2012 continues to provide adequate funding for the operation of the town offices, committees, programs and staff. This year's budget continues funding that provides services to our senior citizens, special events, debt service, and more efficient operations of the Town. Capital improvements within the Town will seek to continue to provide the evolving amenities and services desired by our citizens within the confines of our existing tax rate and revenue structure.

The council has pursued in the past, and will continue to an even higher degree to pursue a path of fiscal conservatism so as to deliver the most return for the citizen's tax dollar in these troubled economic times.

	2010-2011				Projected	Projected
	Jul '10 - Jan 11	Budget	$ Over Budget	% of Budget	2011 Actual	2011-2012
REVENUES						
Income						
ABC Store	44,488.00	53,000.00	-8,512.00	83.94%	51,000.00	51,000.00
Bricks-OR Town Park Fund	-886.50					
Contributions Income	0.25					
Interest	19,140.54	28,000.00	-8,859.46	68.36%	28,000.00	28,000.00
Miscellaneous Income	100.00					
Other Revenue	150.00				150.00	0.00
Parking Violations	100.00				100.00	0.00
Planning & Zoning Fees	11,058.00	2,000.00	9,058.00	552.90%	11,000.00	2,000.00
Tax Receipts						
Property Tax Receipts	630,910.33	650,000.00	-19,089.67	97.06%	650,000.00	652,500.00
Franchise Tax Receipts						
Video Programming	27,313.99	54,000.00	-26,686.01	50.58%	54,000.00	54,000.00
Cable	5,131.50	9,200.00	-4,068.50	55.78%	10,000.00	10,000.00
Electric Power	88,180.00	145,000.00	-56,820.00	60.81%	145,000.00	145,000.00
Piped Natural Gas	733.00	1,600.00	-867.00	45.81%	1,400.00	1,400.00
Telecommunications Services	15,607.00	32,000.00	-16,393.00	48.77%	31,000.00	31,000.00
Total Franchise Tax Receipts	136,965.49	241,800.00	-104834.51	56.64%	241,400.00	241,400.00
Sales Tax Receipts	87,851.62	153,000.00	-65,148.38	57.42%	153,000.00	153,000.00
Total Tax Receipts	855,727.44	1,044,800.00	-189072.56	81.90%	1,044,400.00	1,046,900.00
Total Income	929,877.73	1,127,800.00	-197,922.27	82.45%	1,134,650.00	1,127,900.00

GENERAL FUND	Jul '10 - Jan 11	2010-2011 Budget	$ Over Budget	% of Budget	Projected 2011 Actual	Projected 2011-2012
EXPENSES						
Advertising	2,389.58	3,000.00	-610.42	79.65%	3,500.00	3,000.00
Beautification	0.00	0.00	0.00	0.00%	0.00	10,000.00
Board of Adjustment	210.00	1,000.00	-790.00	21.00%	500.00	1,000.00
Direct Deposit Fees	176.35	300.00	-123.65	58.78%	360.00	360.00
Dues and Subscriptions	10,346.80	9,000.00	1,346.80	114.96%	11,100.00	11,100.00
Education	0.00	2,000.00	-2,000.00	0.00%	1,000.00	2,000.00
Elections	0.00	0.00	0.00	0.00%	0.00	4,400.00
Equipment Lease	1,703.04	3,000.00	-1,296.96	56.77%	3,000.00	3,000.00
Historical Committee	0.00	2,700.00	-2,700.00	0.00%	2,700.00	2,700.00
Insurance						
Life Insurance	397.44	660.00	-262.56	60.22%	720.00	720.00
Disability Insurance	192.00	300.00	-108.00	64.00%	360.00	360.00
Health	18,228.32	27,200.00	-8,971.68	67.02%	32,000.00	33,500.00
Liability Insurance	5,569.24	9,500.00	-3,930.76	58.62%	6,000.00	6,000.00
Workers Comp	450.65	2,500.00	-2,049.35	18.03%	480.00	600.00
Total Insurance	24,837.65	40,160.00	-15322.35	61.85%	39,560.00	41,180.00
Gross Wages						
Salary-Governing Body	6,400.00	9,600.00	-3,200.00	66.67%	9,600.00	9,600.00
Salary-Town Administrator	41,532.32	68,797.00	-27,264.68	60.37%	68,797.00	75,000.00
Salary-Town Clerk	17,846.90	31,203.00	-13,356.10	57.20%	31,203.00	31,203.00
Total Gross Wages	65,779.22	109,600.00	-43820.78	60.02%	109,600.00	115,803.00
Miscellaneous	5,836.80	1,000.00	4,836.80	583.68%	500.00	1,000.00
Mileage Reimbursement						
Administrative	410.00	3,000.00	-2,590.00	13.67%	1,000.00	3,000.00
Governing Body	0.00	300.00	-300.00	0.00%	300.00	300.00
Total Mileage Reimbursement	410.00	3,300.00	-2890	12.42%	1,300.00	3,300.00

GENERAL FUND	Jul '10 - Jan 11	2010-2011 Budget	$ Over Budget	% of Budget	Projected 2011 Actual	Projected 2011-2012
EXPENSES						
Office Supplies	1,865.02	3,000.00	-1,134.98	62.17%	3,000.00	3,000.00
Ordinance Conversion	3,028.92	2,000.00	1,028.92	151.45%	3,300.00	2,000.00
Planning Board	0.00	500.00	-500.00	0.00%	500.00	500.00
Planning Services	7,500.00	15,000.00	-7,500.00	50.00%	15,000.00	15,000.00
Postage and Delivery	248.10	500.00	-251.90	49.62%	500.00	500.00
Professional Fees						
Accounting	36,576.17	52,000.00	-15,423.83	70.34%	50,000.00	52,000.00
Animal Control	22,646.25	30,200.00	-7,553.75	74.99%	30,200.00	11,200.00
Consulting	1,000.00	20,000.00	-19,000.00	5.00%	10,000.00	20,000.00
Legal Fees	21,423.69	30,000.00	-8,576.31	71.41%	36,000.00	36,000.00
Well Monitoring	5,000.00	5,000.00	0.00	100.00%	5,000.00	5,000.00
Total Professional Fees	86,646.11	137,200.00	-50553.89	63.15%	131,200.00	124,200.00
Property Maintenance	7,256.90	2,500.00	4,756.90	290.28%	8,000.00	5,000.00
Retirement Matching Contrib	7,115.99	11,400.00	-4,284.01	62.42%	11,400.00	11,400.00
Taxes						
Medicare	1,010.21	1,500.00	-489.79	67.35%	1,680.00	1,680.00
Social Security	4,300.88	6,500.00	-2,199.12	66.17%	6,900.00	6,900.00
Unemployment	305.56	720.00	-414.44	42.44%	720.00	720.00
Total Taxes	5,616.65	8,720.00	-3103.35	64.41%	9,300.00	9,300.00
Telephone	3,081.91	6,500.00	-3,418.09	47.41%	6,500.00	6,500.00
Town Hall Expense						
Furnishings	729.00	1,000.00	-271.00	72.90%	1,200.00	1,200.00
Cleaning	2,000.00	4,000.00	-2,000.00	50.00%	3,600.00	4,000.00
Total Town Hall Expense	2,729.00	5,000.00	-2271	54.58%	4,800.00	5,200.00

GENERAL FUND	Jul '10 - Jan 11	2010-2011 Budget	$ Over Budget	% of Budget	Projected 2011 Actual	Projected 2011-2012
EXPENSES						
Travel and Entertainment						
Administrative	115.29	500.00	-384.71	23.06%	300.00	500.00
Total Travel and Entertainment	115.29	500.00	-384.71	23.06%	300.00	500.00
Utilities						
Garbage	0.00	0.00	0.00	0.00%	0.00	0.00
Electricity	8,112.88	15,500.00	-7,387.12	52.34%	15,500.00	15,500.00
Web Hosting Fees	200.00	500.00	-300.00	40.00%	500.00	500.00
Total Utilities	8,312.88	16,000.00	-7687.12	51.96%	16,000.00	16,000.00
Total OPERATING EXPENSE	245,206.21	383,880.00	-138673.79	63.88%	382,920.00	397,943.00
Transfer to Cultural and Recreation	605,492.00	605,492.00	0.00	0.00	605,492.00	599,106.00
Transfer to Capital Budget	189,524.22	214,865.00	-25,340.78	0.00	255,000.00	14,750.00
Total Operating/Cultural and Recreation/Capital	1,040,222.43	1,204,237.00	-25,340.78	63.88%	1,243,412.00	1,011,799.00
Excess (Deficit) to Fund Balance	-110,344.70	-76,437.00	-172,581.49	18.57%	-108,762.00	116,101.00

	2010-2011				Projected	Projected
	Jul '10 - Jan 11	Budget	$ Over Budget	% of Budget	2011 Actual	2011-2012
CULTURAL & RECREATION REVENUE						
Transfer from General Fund	605,492.00	605,492.00			605,492.00	599,106.00
Total Other Park Revenue	11,149.85	5,400.00	5749.85	206.48%	12,000.00	32,710.00
TOTAL CULTURAL & RECREATION REVENUE	616,641.85	610,892.00	5,749.85	100.94%	617,492.00	631,816.00
CULTURAL & RECREATION EXPENSE						
Contributions to Other Agencies	3,593.00	7,600.00	-4,007.00	47.28%	7,600.00	7,600.00
Special Events	443.01	7,700.00	-7,256.99	5.75%	7,700.00	7,000.00
Park Operations						
Operations & Maintenance	40,644.94	95,149.00	-54,504.06	42.72%	95,149.00	96,505.00
Salary	58,665.40	94,211.00	-35,545.60	62.27%	94,380.00	116,111.00
Taxes						
Medicare	794.24	1,308.00	-513.76	60.72%	1,380.00	1,500.00
Social Security	3,414.67	5,593.00	-2,178.33	61.05%	5,880.00	6,600.00
State Unemployment	305.31	720.00	-414.69	42.4%	720.00	720.00
Total Taxes	4,514.22	7,621.00	-3106.78	59.23%	7,980.00	8,820.00
Insurance						
Life Insurance	429.12	660.00	-230.88	65.02%	780.00	780.00
Disability Insurance	288.00	600.00	-312.00	48.0%	600.00	600.00
Health	23,680.00	35,600.00	-11,920.00	66.52%	42,000.00	38,000.00
Liability	5,559.34	4,000.00	1,559.34	138.98%	6,000.00	6,000.00
Workers Comp	3,254.97	2,565.00	689.97	126.9%	3,600.00	3,600.00
Total Insurance	33,211.43	43,425.00	-10213.57	76.48%	52,980.00	48,980.00
Retirement Matching	5,241.99	9,600.00	-4,358.01	54.6%	9,600.00	9,600.00
Total Park Operations	142,277.98	250,006.00	-107728.02	56.91%	260,089.00	280,016.00
Town Park Debt Service	336,853.66	345,586.00	-8,732.34	97.47%	336,853.66	337,200.00
Total CULTURAL & RECREATION EXPENSE	483,167.65	610,892.00	-127724.35	79.09%	612,242.66	631,816.00

	2010-2011				Projected	Projected
	Jul '10 - Jan 11	Budget	$ Over Budget	% of Budget	2011 Actual	2011-2012
CAPITAL BUDGET						
Transfer from General Fund	189,524.22	214,865.00	-25,340.78		255,000.00	14,750.00
CAPITAL EXPENSES						
Water System	118,000.00	176,000.00	-58,000.00	67.05%	176,000.00	0.00
Capital Additions - Sidewalks	8,349.00					
Storage Building	46,576.22	20,865.00	25,711.22	223.23%	61,000.00	0.00
Capital Equipment	16,599.00	18,000.00	-1,401.00	92.22%	18,000.00	14,750.00
Total CAPITAL EXPENSES	189,524.22	214,865.00	-25340.78	88.21%	255,000.00	14,750.00

	2010-2011				Projected	Projected
	Jul '10 - Jan 11	Budget	$ Over Budget	% of Budget	2011 Actual	2011-2012
SUMMARY						
Revenues						
General Fund Revenue	929,877.73	1,127,800.00	-197922.27	82.45%	1,134,650.00	1,127,900.00
Other Park Revenue	11,149.85	5,400.00	5749.85	206.48%	12,000.00	32,710.00
Expenses						
General Fund Expenses	245,206.21	383,880.00	-138673.79	63.88%	382,920.00	397,943.00
Cultural and Recreation Expenses	483,167.65	610,892.00	-127724.35	79.09%	612,242.66	631,816.00
Capital Expenses	189,524.22	214,865.00	-25340.78	88.21%	255,000.00	14,750.00
CULTURAL & RECREATION						
Transfer from General Fund	605,492.00	605,492.00			605,492.00	599,106.00
CAPITAL BUDGET						
Transfer from General Fund	189,524.22	214,865.00	-25,340.78		255,000.00	14,750.00

	Projected 2011-2012
REVENUES	
Income	
ABC Store	51,000.00
Bricks-OR Town Park Fund	
Contributions Income	
Interest	28,000.00
Miscellaneous Income	
Other Revenue	0.00
Parking Violations	0.00
Planning & Zoning Fees	2,000.00
Tax Receipts	
Property Tax Receipts	652,500.00
Franchise Tax Receipts	
Video Programming	54,000.00
Cable	10,000.00
Electric Power	145,000.00
Piped Natural Gas	1,400.00
Telecommunications Services	31,000.00
Total Franchise Tax Receipts	241,400.00
Sales Tax Receipts	153,000.00
Total Tax Receipts	1,046,900.00
Total Income	1,127,900.00

GENERAL FUND	Projected 2011-2012
EXPENSES	
Advertising	3,000.00
Beautification	10,000.00
Board of Adjustment	1,000.00
Direct Deposit Fees	360.00
Dues and Subscriptions	11,100.00
Education	2,000.00
Elections	4,400.00
Equipment Lease	3,000.00
Historical Committee	2,700.00
Insurance	
Life Insurance	720.00
Disability Insurance	360.00
Health	33,500.00
Liability Insurance	6,000.00
Workers Comp	600.00
Total Insurance	41,180.00
Gross Wages	
Salary-Governing Body	9,600.00
Salary-Town Administrator	75,000.00
Salary-Town Clerk	31,203.00
Total Gross Wages	115,803.00
Miscellaneous	1,000.00
Mileage Reimbursement	
Administrative	3,000.00
Governing Body	300.00
Total Mileage Reimbursement	3,300.00

GENERAL FUND	Projected 2011-2012
EXPENSES	
Office Supplies	3,000.00
Ordinance Conversion	2,000.00
Planning Board	500.00
Planning Services	15,000.00
Postage and Delivery	500.00
Professional Fees	
Accounting	52,000.00
Animal Control	11,200.00
Consulting	20,000.00
Legal Fees	36,000.00
Well Monitoring	5,000.00
Total Professional Fees	124,200.00
Property Maintenance	5,000.00
Retirement Matching Contrib	11,400.00
Taxes	
Medicare	1,680.00
Social Security	6,900.00
Unemployment	720.00
Total Taxes	9,300.00
Telephone	6,500.00
Town Hall Expense	
Furnishings	1,200.00
Cleaning	4,000.00
Total Town Hall Expense	5,200.00

GENERAL FUND	Projected 2011-2012
EXPENSES	
Travel and Entertainment	
Administrative	500.00
Total Travel and Entertainment	500.00
Utilities	
Garbage	0.00
Electricity	15,500.00
Web Hosting Fees	500.00
Total Utilities	16,000.00
Total OPERATING EXPENSE	397,943.00
Transfer to Cultural and Recreation	599,106.00
Transfer to Capital Budget	14,750.00
Total Operating/Cultural and Recreation/Capital	1,011,799.00
Excess (Deficit) to Fund Balance	116,101.00

	Projected 2011-2012
CULTURAL & RECREATION REVENUE	
Transfer from General Fund	599,106.00
Total Other Park Revenue	32,710.00
TOTAL CULTURAL & RECREATION REVENUE	631,816.00
CULTURAL & RECREATION EXPENSE	
Contributions to Other Agencies	7,600.00
Special Events	7,000.00
Park Operations	
Operations & Maintenance	96,505.00
Salary	116,111.00
Taxes	
Medicare	1,500.00
Social Security	6,600.00
State Unemployment	720.00
Total Taxes	8,820.00
Insurance	
Life Insurance	780.00
Disability Insurance	600.00
Health	38,000.00
Liability	6,000.00
Workers Comp	3,600.00
Total Insurance	48,980.00
Retirement Matching	9,600.00
Total Park Operations	280,016.00
Town Park Debt Service	337,200.00
Total CULTURAL & RECREATION EXPENSE	631,816.00

	Projected 2011-2012
CAPITAL BUDGET	
Transfer from General Fund	14,750.00
CAPITAL EXPENSES	
Water System	0.00
Capital Additions - Sidewalks	
Storage Building	0.00
Capital Equipment	14,750.00
Total CAPITAL EXPENSES	14,750.00

	Projected 2011-2012
SUMMARY	
Revenues	
General Fund Revenue	1,127,900.00
Other Park Revenue	32,710.00
Expenses	
General Fund Expenses	397,943.00
Cultural and Recreation Expenses	631,816.00
Capital Expenses	14,750.00
CULTURAL & RECREATION	
Transfer from General Fund	599,106.00
CAPITAL BUDGET	
Transfer from General Fund	14,750.00