

Date: May 2, 2024

To: Mayor Jim Kinneman
Mayor Pro Tem Mike Stone
Council Member Ann Schneider

Council Member Michael Greeson
Council Member Jim Harton

From: Bill Bruce, Town Manager

Re: Budget Message

It is my pleasure to present the proposed Town of Oak Ridge Fiscal Year 2024/2025 budget for your consideration. The budget has been prepared with considerable input and oversight from the Finance Committee and Finance Officer, as well as input from various committees and Town citizens. After three meetings of the Finance Committee, concluding with a favorable recommendation, I present this report to the Council and citizens in the form of a recommended budget. The recommendation is in the proper form for budgetary adoption and has been verified as to accuracy and completeness.

The proposed FY24/25 budget reflects the Town's ongoing commitment to providing the services and amenities demanded by an active and growing population in a fiscally responsible manner. Over the last quarter century, the Town has experienced steady, if modest, revenue growth, which is a trend projected to continue in FY24/25. Several large capital construction projects are wrapping up, including the new Heritage Farm Park, while several other projects have been funded and are underway, including the Farmhouse Community Center and the Veterans Honor Green. Additional parks staff is proposed in the next budget year to handle the additional maintenance and administration of these new facilities. Development of the Town of Oak Ridge Water System will continue in FY24/25, including the anticipated construction of a 250,000-gallon elevated water storage tank and a 3.2-mile water line to connect the elevated tank to Winston-Salem/Forsyth County Utilities. Both of these projects will be budgeted in separate Capital Project Ordinances, and will be fully funded by federal, state, and County grants.

Several smaller capital projects are budgeted in the upcoming fiscal year. Implementation of the Town Park Entrance Master Plan (originally budgeted in FY23/24) will improve the appearance and functionality of the grounds surrounding the Farmhouse Community Center. Construction of the second phase of the Veterans Honor Green will complete the full vision of the Special Events Committee, and will be augmented by additional donations. Funding for trails and design/engineering for new sidewalks is also included in the budget. Other funded organizations and events include the Oak Ridge Youth Association, the Music in the Park series, and popular annual events such as RidgeFest, Light Up the Night, Heritage Day, and other holiday celebrations.

The budget supports staff as they continue to provide exceptional service and guidance to the Town's thirteen standing boards and committees, as well as other project-specific working groups, consultants, and contractors; to maintain exceptional parks facilities; to provide outstanding citizen service; and to manage the increasingly demanding day-to-day responsibilities of a growing town.

On the revenue side, through steady and well-planned growth the Town anticipates a 4.5% increase in revenues, including property and sales tax collections, interest earnings and ABC revenue, as well as other formula-based state distributions. Grant revenue of \$8.37M will be allocated in separate capital project ordinances to fund construction of water infrastructure. Revenue increases are offset by a 9.5% increase in operating expenses, primarily attributable to personnel and operations for new park facilities, but also increasing administrative

responsibilities for staff and contracted consultants. All expenses have been researched and vetted by the Finance Committee, and all 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.

The 2024-2025 recommended budget **proposes no change to the property tax rate of .0800** as adopted in 2017. Even with a number of major capital investments, including major investments in water infrastructure, and growing administrative and operational responsibilities, the budget anticipates a fund balance in excess of \$2M at the end of FY24/25. This year’s proposed budget therefore maintains the current tax rate, funds these initiatives, and also maintains adequate reserves.

The following budget message provides a recap of major initiatives in the 2023/24 budget year, summarizes major initiatives in the upcoming budget year, and then provides background information on the Town plans and policies that provide input into the budget process. The budget message also includes the 2024/25 budget ordinance and budget worksheet.

Re-cap of 2023/24 Fiscal Year Priorities

The Town of Oak Ridge began its 26th year as an incorporated town in position to advance several multi-year initiatives including construction of a new park and planning for a future municipal water system. These priorities were set during Town Council’s annual Capital Planning workshop, by the Strategic Plan, and through other adopted plans and studies.

1. *Construction of Heritage Farm Park.* Construction of Heritage Farm Park, a new 60-acre park adjacent to Town Hall and connected to Oak Ridge Town Park by a greenway, will be completed in May 2024. The new park consists of two lighted multi-purpose athletic fields, an inclusive farm-themed playground, a large picnic shelter, 1.2 miles of asphalt pathways, as well as a restroom facility and parking for 60. The new park adds much needed facilities for youth athletics, provides additional recreation opportunities for Oak Ridge citizens, and preserves an iconic vista of fields and woods in the Town’s Historic District.

**Budgeted in separate Capital
Project Ordinance**
Total Grants Awarded: \$2,146,102
Town Funds: \$3,213,998
Project Total: \$5,360,100



2. *Water.* During the current fiscal year, plans for a 250,000-gallon elevated water storage tank located behind Town Hall were completed and permits are currently pending with the State of NC. When constructed (pending Council approval) the tower will be filled by a groundwater well and will initially serve the Oak Ridge Fire Department and irrigation and restroom facilities at Heritage Farm Park. Engineering for a 3.2-mile water main along NC 150 to connect the tower with Winston-Salem/Forsyth County Utilities is nearly complete. The Town and the Winston-Salem/Forsyth County Utility

Commission formalized their relationship with the approval of an interlocal agreement to provide the Town with up to 350,000 gallons of potable water per day.

All engineering and anticipated constructions costs fully funded by grants

3. *Farmhouse Community Center.* After several lengthy delays, work renovating and expanding the Farmhouse Community Center is expected to continue in earnest in May of 2024. Anticipated completion date is Summer 2024. When completed, the community center will be used as an indoor/outdoor meeting and event rental space and will bring new life to a vernacular historic structure in the heart of the Town's Historic District.

Total Grants Awarded: \$380,000

Town Funds: \$270,000

Project Total: \$650,000

4. *MST.* The Mountains-to-Sea Trail Committee continued its work planning and constructing sections of trail in Oak Ridge. Volunteers worked on construction of over two new miles of trail in 2023/24 near the new Reserve at Carriage Cove and Pemberley Estates subdivisions. A proposed trailhead parking lot is budgeted in the current fiscal year but discussions about location and design are still ongoing.

Project Total: \$68,000

5. *Veterans Honor Green.* Construction of the Veterans Honor Green will be underway in May and will be complete in September 2024. Design of the Honor Green, a contemplative space near and within a scenic stand of pines on the Heritage Farm Park property, was spearheaded by the Town's Special Events Committee, and funded partially through donations.



Total Grants Awarded: \$50,000

Total Donations: \$127,000

Town Funds: \$78,000

Project Total: \$255,000

6. *Town Park/ Beautification.* The Parks and Recreation Department completed several projects at the Town Park in FY23/24, including window replacement at the caretaker's house, replacement of one set of ballfield bleachers, top-dressing of multi-purpose fields, and equipment replacement.

Project Total: \$67,000

7. *Development Ordinance Modernization.* While the Town has adopted periodic updates to its Development Ordinance over the years, the bulk of the ordinance is over thirty years old. With the assistance of the Piedmont Triad Regional Council, the Town began a project to reorganize, streamline, and modernize the Development Ordinance to reflect building trends and best practices in planning and zoning, as well as to improve functionality and user-friendliness. The project will continue into the next budget year.

Project Total: \$79,500

Priorities for 2024/2025 Fiscal Year

Oak Ridge Strategic Plan: Vision Statement

Oak Ridge is a safe and livable community that takes great pride in its natural beauty and small-town village charm. The Town's rich history and rural roots inspire an independent, family-oriented community engaged in planning for its future while preserving its unique character, historic resources, and open spaces.

Priorities for the 2024/25 Fiscal Year were shaped by the Goals and Policies adopted in the Town's Strategic Plan, Capital Improvement Plan, the Parks and Recreation Master Plan, and the Streetscape Vision Plan. Below is a summary of the major proposed initiatives in 2023/24:

- 1. Construction of Elevated Water Tank.* Construction of a 250,000-gallon elevated water tank could begin as early as Fall 2024, pending Council approval. The elevated tank will initially serve the Oak Ridge Fire Department and Heritage Farm Park, but is sized to accommodate storage of potable water from Winston-Salem/Forsyth County Utilities for distribution to households and businesses in Oak Ridge. Construction and design of the tank is 100% funded by federal (allocated by Guilford County) and state grants.

Budgeted in separate Capital Project Ordinance
Total Grants Awarded: \$2,960,000
Town Funds: \$0
Estimated Project Total: \$2,960,000
- 2. Construction of 3.2-Mile Water Main.* Construction of a 3.2-mile water main along NC Highway 150 and Linville Road will connect the Town of Oak Ridge with Winston-Salem/Forsyth County Utilities. The water main will form the foundation of the Town's growing municipal water system.

Budgeted in separate Capital Project Ordinance
Total Grants Awarded: \$5,410,000
Town Funds: \$0
Estimated Project Total: \$5,410,000

Capital Project Ordinance Summary: In North Carolina, local governments may budget for large capital projects either in the annual budget ordinance or in one or more capital project ordinances. As opposed to the annual budget ordinance, a capital project ordinance appropriates revenues and expenditures for however long it takes to complete the project rather than for a single fiscal year. The figure below is provided for illustration purposes, but it reflects the best estimates available for capital project ordinances that are anticipated in the upcoming fiscal year.

Estimated Capital Project Ordinances						
250,000 gallon water tank and line to ORFD						
Expenses						
Tank and water line						2,500,000.00
Contingency						250,000.00
Construction services						210,000.00
TOTAL						2,960,000.00
Revenues						
S.L.2020-63 appropriation (remainder)						890,000.00
Guilford County ARPA appropriation (portion)						2,070,000.00
TOTAL						2,960,000.00
Water main- County line to Town Hall						
Expenses						
Water line and appurtenances						4,450,000.00
Contingency						445,000.00
Engineering and construction services						515,000.00
TOTAL						5,410,000.00
Revenues						
Guilford County ARPA appropriation (portion)						1,195,000.00
S.L.2023-134 appropriation (portion)						4,215,000.00
TOTAL						5,410,000.00

3. *Town Park Entrance Master Plan.* A companion project to the Farmhouse Community Center, implementation of the Town Park Entrance Master Plan will include new parking facilities, sidewalks, and landscaping to the grounds surrounding the Farmhouse and will create an attractive and inviting entrance to the Town Park. Originally intended to be implemented in FY23/24, the Town now anticipates bidding this project in May 2024 for construction Fall 2024.

Estimated project total: \$150,000



4. *Design Work to Extend Water Main to the Commercial Town Core.* By conducting additional design and engineering work for a critical extension of the water line under development, the Town will position itself with “shovel-ready” projects if and when additional infrastructure money comes available at the state and federal level. **This \$125,000 project will be fully funded with grants.**

5. *Veterans Honor Green Phase 2.* The second phase of the Veterans Honor Green will include a fully accessible boardwalk section through the adjacent stand of pines, with seating and areas to pause for reflection.

Town funds: \$50,000
Donations: \$10,000
Estimated project total: \$60,000

6. *68/150.* Construction of intersection improvements at NC68/150, as well as roundabouts at NC150/Marketplace Dr. and NC68/Linville Rd. is slated to begin in September 2024. While federal and state dollars are the primary source of funds for the project, the Town has approved a municipal agreement for sidewalks and other improvements designed to further the goals of the Streetscape

Vision Plan. While NCDOT construction work will be a major theme of the next fiscal year, the Town's obligation will not come due until after project completion in late 2026.

7. *Sidewalk Design.* Design and engineering for a sidewalk along NC Highway 150 from NC 68 to Bastille Lane, and a separate project along NC 68 from Linville Road to Fogleman Road, will provide critical pedestrian linkages on the east side of Oak Ridge. The projects will be coordinated with NCDOT's intersection project, which will provide pedestrian connections to the sidewalks under design. Construction is programmed for a future year.

Project Total: \$55,000

8. *MST.* The Mountains-to-Sea Trail Committee will continue its work planning and constructing sections of trail in Oak Ridge. The annual trail capital budget is used for purchase of materials for bridges and boardwalks, surveying/design, land and easement acquisition, and trail amenities such as parking and signage.

Project Total: \$37,500



9. *Town Park/ Beautification.* The Parks and Recreation Department will undertake several projects at the Town Park in FY22/23, including replacement of a second set of ballfield bleachers, landscaping and other beautification projects, and equipment replacement.

Project Total: \$57,750

10. *Water Enterprise Fund.* The Town will continue to grow its existing municipal water system, currently limited to the community well system at Honeycutt Reserve. Ten to fifteen new connections are anticipated in the next fiscal year, growing the town system to up to thirty customers.

Documents that set priorities for budget

Operational and capital expenses in the proposed budget are developed, debated, and vetted in a multitude of ways. Ideas for major capital expenses typically begin through long-range and strategic planning processes, which are conducted over many months of analysis and public involvement. Below is a summary of the long-range planning documents that are used as inputs into the proposed budget:

1. *Strategic Plan.* The Strategic Plan, adopted in December 2018 and revised in 2021 and 2023, was developed by Town Council to provide a strategic direction for initiatives over the next 5-10 years. The Plan highlights strategic priorities in four focus areas and sets an ambitious schedule for implementation.
2. *Capital Improvement Program (CIP).* Town Council meets in February of every year to review its current five-year Capital Improvement Program and to revise as necessary in order to reflect new or emerging priorities, infrastructure or equipment needs, or projects no longer deemed feasible. The result is a five-year Capital Improvement Program that guides budget development.
3. *Parks and Recreation Master Plan.* The Parks and Recreation Master Plan, adopted in 2020, sets priorities for system-wide investments in parks and recreation over the next 10 years. The plan analyzes existing facilities and community input, reviews recreation standards, and provides recommendations

and strategies for improving and enhancing the park system in the Town of Oak Ridge. The Plan also includes detailed recommendations for development of Heritage Farm Park.

4. *Pedestrian Plan.* The Oak Ridge Pedestrian Plan was adopted in 2013. Through stakeholder and public involvement, the Plan prioritizes pedestrian improvements including sidewalks, side paths, and trails. The Plan is used as a guide in setting pedestrian priorities in the five-year CIP.
5. *Future Land Use Plan.* The Future Land Use Plan, first adopted in 2003, was amended and adopted by Town Council in 2016. The Plan primarily guides land use decisions and has particular relevance during rezoning requests as well as guides transportation policy, prioritizes open space preservation, and influences building and site design. The Plan also includes the Town's Thoroughfare and Collector Street Plan.
6. *Streetscape Vision Plan.* Oak Ridge adopted the Streetscape Vision Plan in April 2018. The Plan envisions streetscape improvements including sidewalks, lighting, planters, benches, and other improvements in the Town Core. It also recommends other design features to create a safe and inviting public realm for pedestrians and bicyclists.

Budget calendar

Preparation of the Town budget began on February 14 when the Town Council met to discuss and adopt the Capital Improvement Plan (CIP) for 2024-2029. Following adoption of the CIP the Town Manager and Finance Officer met to review current year spending, prior year trends, and upcoming projects and initiatives. Input and requests were collected from Town staff, boards, and committees. Drafts of these figures were then reviewed, vetted, and amended through four Finance Committee meetings. The final version of the draft budget was released on May 2 with a public hearing scheduled for June 6 for public comment and Council consideration.

Finance Committee Meeting Schedule FY 2024-25

Monday, Mar. 4	Finance Committee Meeting (7 pm)
Monday, Mar. 18	Finance Committee Meeting (7 pm)
Monday, Apr. 1	Finance Committee Meeting (7 pm)
Thursday, May 2	Budget Presented to Town Council (7 pm)
Thursday, June 6	Budget Public Hearing and Adoption (7 pm)

Budget summary

Revenues

Increased revenues reflect the Town's continued trend of steady, well-planned growth. Property and sales tax revenues are projected to increase by 4.5% over the previous year's budget. ABC revenue is projected to increase as well, though formula-based intergovernmental revenue sources, such as telecommunication services and electric power receipts, are projected to hold steady or decrease slightly. An increase in park revenue is also projected, primarily due to the additional facility rentals available at Heritage Farm Park and the Farmhouse Community Center, and sponsorships for the Music in the Park series.

Over \$8M in grant revenue will be allocated in separate proposed Capital Project Ordinances for construction of an elevated water storage tank and a 3.2 mile water main. Grant revenue in the annual budget is limited to proposed funding for design and engineering for a water line extension through the Town Core.

	Amount	Percent
• Property Tax Receipts	\$1,252,800	46.4%
• Sales Tax Receipts	\$443,100	16.4%
• Intergovernmental Revenue (e.g. utility and other taxes collected by the state and distributed to local governments)	\$329,800	12.2%
○ ABC Distribution	\$270,000	10.00%
• Grants/Donations	\$127,000	4.7%
• Interest Earnings	\$90,000	3.3%
• Park Revenues	\$89,631	3.3%
• Fund Balance Appropriation	\$59,551	2.2%
• Water Enterprise Fund Revenue	\$24,000	0.9%
• Planning and Zoning Fees	\$15,000	0.6%
TOTAL	\$2,700,882	100.0%

Operating Expenses- Administrative

Administrative operating expenses include salaries and benefits for administrative employees; contracts for accounting, legal services, and consulting; expenses for Town committees and boards; as well as other miscellaneous operating expenses.

This year's budget includes allocations for merit increases for Town employees (5%) and maintains benefits and retirement contributions for Town staff at current levels. The budget also maintains adequate funding for professional contracts for accounting and legal services and includes a consulting budget to address on-call engineering services, IT support, and an update to the Town's salary study. An increase in accounting and consulting expenses accommodates the additional auditing requirements associated with several large grants, and the second half of a two-year project to reorganize and modernize the Town's Development Ordinance.

Budget requests for Town committees and boards were reviewed by the Town Manager and Finance Committee with an eye toward historic funding levels and any new or proposed initiatives. Highlights include: training and education for the Planning and Zoning Board, Historic Preservation Commission, and Board of Adjustment; funding for grant programs including the Historic Heritage Grant Program and the Conserving Oak Ridge through Easements (CORE) grant initiative; and publication costs for a book documenting historic structures in Oak Ridge. The budget also funds communications and outreach for HPC; outreach and materials for the Tree Committee and MST Committee; and Special Events Committee programs including Light Up the Night and other annual events.

	Amount	Percent
• Salaries and benefits for administrative employees	\$556,947	54.5%
• Contracts for accounting, legal services, consulting, Animal control, and tax collection	\$315,491	30.9%
• Expenses for Town committees and boards	\$50,702	5.0%
• Other operating expenses	\$98,000	9.6%
TOTAL	\$1,021,140	100.0%

Operating Expenses- Building and Grounds

	Amount	Percent
Electricity, maintenance, furnishings, etc.	\$46,200	100.0%

Operating Expenses- Culture and Recreation

A 20% increase in Parks and Recreation expenses is proposed for the coming fiscal year, due in large part to the opening of Heritage Farm Park and the Farmhouse Community Center. Merit increases of up to 5% for current staff, and one new full-time and one new part-time groundskeeping position, accounts for the majority of the increase. Additional expenses for operations and maintenance, including materials costs and utilities, are also anticipated. The budget also continues a subsidy program for the Oak Ridge Youth Association (ORYA) for up to \$30,000 in facility use fees.

In addition to these added tasks and programs, Parks and Recreation staff will continue to provide superior service to the Town Park, Heritage Farm Park, the grounds at Town Hall, the Farmhouse Community Center, the Cascades Preserve, Union Cemetery, the “Welcome to Oak Ridge” signs, Town-installed sidewalks, the intersection of NC68 and NC150, and a portion of the Mountains-to-Sea Trail. Staff will also continue to support facility rentals and special events held at the park. Culture and Recreation operating expenses also includes contributions to Senior Services of Guilford County.

	Amount	Percent
• Salaries and benefits for Parks employees	\$508,328	62.5%
• Operations and maintenance	\$207,400	25.5%
• Special events	\$42,500	5.2%
• Other (Senior Services, insurance, etc.)	\$25,012	3.1%
• ORYA stipend expense	\$30,000	3.7%
TOTAL	\$813,240	100.0%

Capital Expenses

Capital expenses, summarized in the Priorities for 2024/25 Fiscal Year section of the Budget Message, include:

	Amount	Percent	Grant Total
• Town Park Entrance	\$150,000	18.9%	
• Water line design- Town Core	\$125,000	15.7%	\$125,000
• Debt service	\$306,051	38.4%	
• Veterans Honor Green Phase 2	\$60,000	7.5%	
• Sidewalk design	\$55,000	6.9%	
• Mountains to Sea Trail	\$37,500	4.7%	
• Parks and Rec Equipment/Capital	\$57,750	7.3%	
• IT equipment	\$5,000	0.6%	
TOTAL	\$796,301	100.0%	\$125,000

Water Enterprise Fund

The Water Enterprise Fund is funded by user fees generated by customers of the Town's water system, currently limited to the Honeycutt Reserve subdivision. A projected modest net revenue over expenses of \$3,000 will be applied back to the Water Enterprise Fund to build a contingency reserve.

Revenues (tap fees and water usage fees) \$24,000

Expenses (Management fees) \$21,000

Fiscal Year 2024-2025 Proposed Budget Ordinance
Released May 2, 2024

Revenues

Ad valorem Taxes	1,252,800
Unrestricted Intergovernmental	1,167,901
Permits and Fees	15,000
Investment Earnings	90,000
Other Income	89,630
Donations	2,000
Water Enterprise Fund Revenue	24,000
Appropriation from Fund Balance	59,551
Total Revenues and Appropriation from Fund Balance	<u>2,700,882</u>

Expenditures

General Government	1,067,341
Cultural and Recreation	813,240
Capital Expenditure	796,301
Water Enterprise Fund Expense	21,000
Appropriation to Water Enterprise Fund Balance	3,000
Total Expenditures	<u>2,700,882</u>

Total Expenditures and Appropriation to Fund Balance	<u>2,700,882</u>
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Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

2024-2025

10 General Fund

Revenues

Planning and Zoning Fees		
3110	Planning and Zoning Fees	15,000.00
	Total Planning and Zoning	15,000.00
Tax Receipts		
3210	Property Tax Receipts	1,252,800.00
3220	Excise Tax Receipts	34,000.00
3230	Sales Tax Receipts	443,100.00
3250	Solid Waste Disposal Tax Dist.	6,500.00
3261	Telecommunication Services	8,800.00
3262	Video Programming	53,000.00
3263	Cable Tax Receipts	0.00
3264	Electric Power	210,000.00
3265	Piped Natural Gas	17,500.00
3839	Miscellaneous Revenues	1.00
	Total Tax Receipts	2,025,701.00
3311	Grants	125,000.00
	Total Grants	125,000.00
ABC Store		
3325	ABC Distribution	270,000.00
	Total ABC Store	270,000.00
3350	HPC Donations	0.00
3360	Special Events Committee Revenue	0.00
3370	Veterans Honor Green Donations	0.00
3372	Veterans Honor Green Phase 2	2,000.00
3380	MST Committee Revenues	0.00
	Total Donations	2,000.00
Interest		
3831	Interest Earnings	90,000.00
	Total Interest	90,000.00

15 Cultural & Recreation Fund

Revenues

Other Park Revenues		
3341	Special Events	23,000.00
3342	Facility Rental	22,180.00
3343	Program Fees	2,550.00
3344	User Fees	9,100.00
3345	Other Park Revenue - Other	2,800.00
3346	ORYA Stipend Revenue	30,000.00
	Total Other Park Revenues	89,630.00
	Total Revenues	2,617,331.00

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

10 General Fund	2024-2025
Total Revenues Less Grants and Debt Proceeds	2,492,331.00
Operating Expenses	
4100 Administrative	
1000/1001 Administrative Salaries	380,530.00
1008 Medicare Expense	5,517.69
1009 Social Security Expense	23,592.86
1010 Retirement Expense	51,752.08
1011 Health/Dental/Vision	79,587.45
1013 Life Insurance	2,976.75
1014 Worker Comp	2,800.00
1015 Unemployment	800.00
1016 Disability Insurance	1,575.00
1017 SIMPLE Contribution	11,415.90
1035 Property Taxes	0.00
1081 Accounting	135,000.00
1082 Consulting	98,000.00
1084 Animal Control	25,991.00
1090 Legal Fees	50,000.00
1091 Tax Collection Fees	6,500.00
1095 Well Monitoring	0.00
2610 Office Supplies	6,000.00
2611 Postage and Delivery	1,000.00
3100 Travel	1,500.00
3101 Travel-Administrative	3,300.00
3120 Mileage Reimbursement	3,000.00
3150 Education	6,000.00
3210 Communications	6,000.00
3320 Web Hosting Fees	3,000.00
3700 Advertising	4,000.00
3950 Dues and Subscriptions	38,000.00
3960 Bank and Merchant Fees	2,500.00
3970 Elections	0.00
3990 Miscellaneous	500.00
4210 Board of Adjustments	500.00
4220 Historical Committee	20,527.00
4230 Ordinance Conversion	3,000.00
4240 Planning Board	1,000.00
4250 Tree Board	2,500.00
3981 Special Events Committee	7,675.00
4300 Equipment Lease	6,600.00
4350 MST Committee	1,500.00
4360 Conservation Easement Committee	17,000.00
4500 Liability Insurance	10,000.00
Total Administrative	1,021,140.73

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

		2024-2025
10 General Fund		
Building and Grounds		
1083	Security Monitoring	700.00
2110	Furnishings	3,500.00
3310	Electricity	19,000.00
3510	Repairs & Maintenance	17,000.00
3515	Cleaning	6,000.00
Total Building and Grounds		46,200.00
Cultural and Recreation Expense		
1004	Salary-Parks	353,546.80
1008	Medicare Expense	5,126.43
1009	Social Security Expense	21,919.90
1010	Retirement Expense	48,082.36
1011	Health/Dental/Vision	65,801.32
1013	Life Insurance	1,984.50
1014	Worker Comp	6,012.22
1015	Unemployment	1,000.00
1016	Disability Insurance	1,260.00
1017	SIMPLE Contribution	10,606.40
3500	Operations and Maintenance	207,400.00
3833	Contributions to Other Agencies	9,000.00
3981	Special Events	42,500.00
3982	Dog Park Expense	0.00
3983	ORYA Stipend Expense	30,000.00
4500	Liability Insurance	9,000.00
Total Cultural and Recreation Expense		813,239.94
Total Expenses		1,880,580.66
Net Revenue Before Capital		736,750.34
Net Revenue (Less Grants /Debt Proceeds)		611,750.34
20 Water Enterprise Fund		
Capital Expenses		
5500	Capital Outlay-Equipment and Land Improv	0.00
91 Capital Expenses		
Capital Expenses		
5210	Capital Exp - Computer, etc	5,000.00
5300	Capital Exp- Union Cemetery Renovation	0.00
5500	Capital Outlay - Land-Improvements-ROW	485,250.00
5700	Capital Outlay - Park Land and Debt Service	306,051.00
Total Capital Expense		796,301.00
Total Expenditures		2,676,881.66
Net Revenue		(59,550.66)