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TRINITY

NORTH CAROLINA

Fiscal Year Annual Budget 2025 – 2026

5978 NC Hwy 62
PO Box 50
Trinity, NC 27370

Adopted on May 12, 2025

Prepared by the Trinity Finance Department

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TRINITY
NORTH CAROLINA

City Council

Bottom Row, Left to Right: **Robbie Walker**, *Mayor Pro Tem*; **Richard McNabb**, *Mayor*; **Ed Lohr**, *Councilmember Ward 2* and Top Row, Left to Right: **Barry Allison**, *Councilmember Ward 3*; **Debbie Jacky**, *Councilmember At-Large*, **Paul Welborn**, *Councilmember Ward 1*

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TRINITY

NORTH CAROLINA

Fiscal Year 2025 – 2026

For Year Ending June 30, 2026

Mayor and City Council

Mayor

Richard McNabb

Council Members

Robbie Walker   Paul Welborn   Barry Allison   Debbie Jacky   Ed Lohr

City Officials

Stevie L. Cox, City Manager

Crystal Postell, Finance Director

City of Trinity, North Carolina

PO Box 50

5978 NC Highway 62

Trinity, NC 27370

Telephone: 336.431.2841   Fax: 336.431.5079

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NORTH CAROLINA

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Detailed Budget Preparation Schedule

Budget Calendar Adoption	January 6, 2025
Budget Preparation Documentation	January 24, 2025
Personnel Action Forms Capital Outlay Requests Department Requests Grants to Agencies Request CIP Review and Status Reports Vehicle and Equipment Assessment Review	
Trinity City Council Annual Retreat	February 4, 2025
Executive Leadership Meeting	February 14, 2025
Proposed Budget Reviewed by City Manager	February 21, 2025
Trinity City Council Receives Budget "Draft"	February 28, 2025
Budget Revision Workshop on Proposed Annual Budget	
Workshop One	March 20, 2025
Workshop Two *(if needed)*	March 27, 2025
Workshop Three *(if needed)*	April 10, 2025
Publish Notice of Budget Hearing	April 18, 2025
Public Hearing on Proposed Annual Budget FY 2025 – 2026	May 12, 2025
Adoption of Annual Budget FY 2025 – 2026	June 9, 2025

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Basic of Budgeting

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

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TRINITY
NORTH CAROLINA

Budget Message

TO: The Honorable Mayor and City Council

FROM: Stevie Cox, City Manager

DATE: April 11, 2025

SUBJECT: 2025-2026 Proposed Budget

As the Trinity City Manager and Chief Administrative Officer, I am responsible for developing a description of the significant changes and highlights of the budget and program priorities and submit them to City Council with the proposed Fiscal Year Budget. I am pleased to present the proposed budget for the Fiscal Year beginning July 1, 2025 running through June 30, 2026. The City's budget, a carefully constructed plan for the operation of the City, has been developed over the past six months by the City's Management Team and City Council. It is a balanced and workable outline for the expenditure of funds to continue the services that provide for the public safety, welfare, and quality of life of all the citizens of Trinity.

The budget reflects City Council's and Management's continued commitment to long-range strategic planning and City Staff's teamwork and collaboration in providing high-value services to Trinity's citizens and customers. This budget letter provides a high-level summary of some major components of the budget and the prior year's accomplishments. The other sections of the budget document outline the budget in much more detail, both in departmental summary and by specific fund. The proposed budget reflects a fiscally responsible approach to meeting current demands while maintaining the City's strong financial position. Furthermore, it provides a look at future budgetary demands.

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

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

Fiscal Year 2024 – 2025 Accomplishments

In Fiscal Year 2024 – 2025 Budget, the City Council adopted a goal-oriented budget that focused on connecting projects to each budgetary expenditure. By doing so, there were specific goals set for the City Council and Staff to achieve. City Staff has made considerable progress to complete most of those goals and some will have to be completed in the Fiscal Year 2025 – 2026. I would like to highlight a few of those accomplishments.

Progress on the Interlocal Sewer Connection with the City of High Point. The City completed the acquisition of all the easements for this project in February 2024. WithersRavenel has completed the project's design. All documents have been submitted to the North Carolina Department of Environmental Quality for review and approval in February 2024. In September 2024, the City Council awarded the construction contract to Temple Construction. The Pre-Construction conference for this project took place in October 2024. Construction on this project commenced in January 2025. This project is expected to be completed by October 2026. WithersRavenel are project engineers.

Distinguished Budget Presentation Award. In September 2024, the City was presented with the Distinguished Budget Presentation Award for the third year in a row by the Government Finance Officers Association for Fiscal Year 2024 – 2025. This is a direct reflection of the efforts of City Staff and moving forward the City Council's budgetary mission for the Fiscal Year.

Family Park and Recreation. In November 2023, the City was awarded a Strategic Planning Grant from the Randolph County Commissioners for $80,000. In April 2024, the City Council awarded WitherRavenel the contract to complete a systemwide Parks and Recreation Master Plan and the submission of a Parks and Recreation Trust Grant application or other funding. Their contract was for $97,000. In June 2024, the Randolph County Commissioners awarded the City an additional $25,500 to cover the cost gap in funding and marketing for this project. The Parks and Recreation Master Plan will be completed in the third quarter of Fiscal Year 2024 – 2025.

Business Recruitment: The City Staff have been actively working on recruiting a grocery store and supporting retail around the anchor store. The City Staff will continue their efforts in the coming Fiscal Year. The City entered a contract with the Archdale – Trinity Chamber of Commerce to assist with marketing and economic development efforts. The Chamber has assisted with the construction of marketing brochures for sites that are available for commercial development. City Staff will continue to develop partnerships with entities and developers to those sites that are shovel ready. **Ongoing.**

Fiscal Year 2023 – 2024 State Funding Allocation: In April 2023, the City submitted a local funding request letter to Representative Brian Biggs for over $10.5 million worth of projects. In November 2023, the City was awarded $4.5 million for infrastructure projects. In January 2024, the City Council approved allocating these funds as gap funding for the Interlocal Sewer Connection Project with High Point.

Sewer Expansion Study: In August 2024, the City Council awarded the sewer expansion study to Davis Martin Powell. This study would look at the possible areas that sewer could be extended, number of households that would be served, cost and mapping. This project will be completed in April 2025. City Staff will use this study to make formal recommendations to extend sewer to other areas of the City.

Asset Inventory Assessment (AIA) Grant: In September 2024, the City submitted an Asset Inventory Assessment (AIA) Grant from the State of North Carolina. In February 2025, the City was informed that we were going to receive the full $150,000 AIA Grant allocation. This will require that the City provide a $30,000 match that can be in the form of cash or in-kind services.

Solar Radar Trailer: In Fiscal Year 2024 – 2025, the City Council allocated funding to purchase a Solar Radar Trailer to address the issue of speeding in certain portions of the City. In September 2024, the City Council approved the purchase of the solar radar trailer. In January 2025, the solar trailer was delivered and put in operation in February 2025.

Fiscal Year 2025 – 2026 Goals

During February 2025 Council Retreat, the City Council established a list of goals for the upcoming budget year. The following is a brief overview of those goals.

Focus on Infrastructure and Expanding Sewer Service: In March 2025, the City was awarded an Asset Inventory Assessment (AIA) grant for $150,000. It will require a $30,000 funding match from the City that can be in the form of cash or in-kind services. In April 2025, the City will complete a Sewer Expansion Study that was completed by Davis Martin Powell. The City Staff will use both studies to provide recommendations for future sewer expansion within the Trinity City Limits. Furthermore, City Staff will work with WithersRavenel to secure other grant funding for this project and future phases.

Parks and Recreation Funding: In April 2025, the City will complete and approve the Parks and Recreation Master Plan. The City will move forward with a Parks and Recreation Trust Fund application for $500,000 that will be used to construct the first phase of the park. City Staff will seek other funding to cover the construction of the parks as well. Furthermore, the City will need to continue to seek funding for the development of the greenways and trails for the entire project. This could be a joint effort between the Randolph County Schools. The greenways and trails would be an additional benefit for the Trinity High School Cross Country Team. Furthermore, the Grubb YMCA has stated that they would be willing to assist with the programing of activities for the park.

New Multipurpose Building for City Council Chambers: The current Council Chambers is comprised of three construction trailers that were donated to the City over 20 years ago. As the City continues to grow, there is a desire to have a multipurpose structure that can be used for City Council meetings and other events. As the City Staff grow, there will be a need for additional office space as well. The propose multipurpose building would also be an integral part of the new park facilities at the City Hall Annex. Also, the park will include a Veterans Memorial as the focal point of the project.

Sidewalks and Crosswalk near Trinity Elementary School: Trinty Townes is comprised of 117 townhomes that is located across the street from Trinity Elementary School and within a mile from Trinity High School. It would be beneficial to have sidewalks and crosswalks installed to provide opportunities for the parents and students to be able to walk to those schools. City Staff will explore the opportunities to apply for a Safe Routes to School Grant and other funding to install sidewalks and crosswalks from the North Carolina Department of Transportation.

Fire Hydrants Installation Study. The Guil-Rand Assistant Fire Chief has stated that the installation of fire hydrants would improve the fire rating and insurance for those homeowners who are in areas that do not have fire hydrants. It was his recommendation that we look at installing fire hydrants at 1,000 feet apart. City Staff are requesting that the City Council allocate funding to conduct a study for the new fire hydrants.

Interlocal Sewer Connection with the City of High Point Summarization: The City is moving forward with this project. All easements for this project were secured in the third quarter of Fiscal Year 2023 – 2024. The bid packet for this project was approved in April 2024. The bid packet was released in May/June 2024. The project was awarded in September 2024 to Temple Construction. The projected completion date is December 2026.

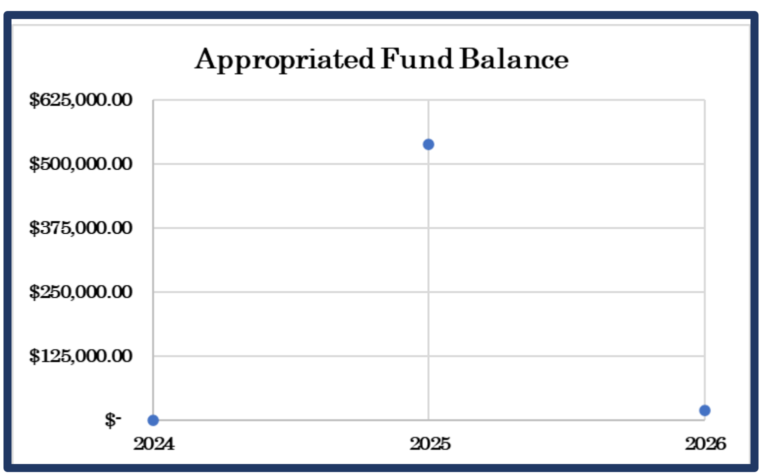
The overall budget reflects a decrease of $135,518 (2.45%) for both the General Fund and Sewer Fund when compared to the 2024-2025 Fiscal Year Budget ($7,634,366) versus 2025-2026 ($7,498,848). The General Fund Budget will be $4,466,840 and the Sewer Fund Budget will be $3,032,008. This can be analyzed as follows:

General Fund Summary

In Fiscal Year 2025-2026, the proposed General Fund budget is $4,466,840 and reflects a decrease of $175,175 (3.78%) compared to Fiscal Year 2024-2025 with no changes to the City current tax rate. This is due to the following:

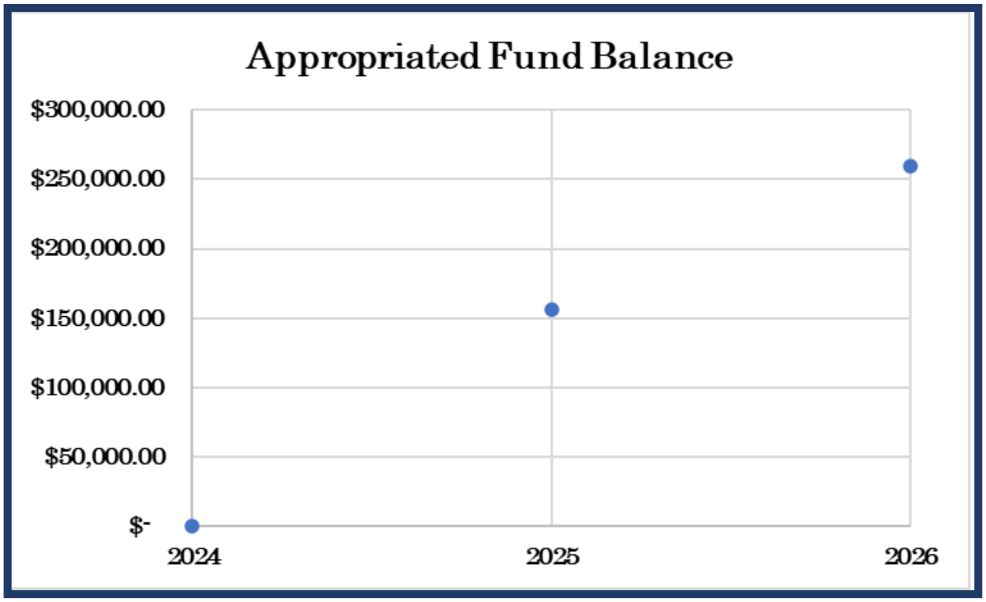
- There are no obligations to Randolph County Board of Elections
- Decrease the cost of our leasing contract
- There are no major buildings, repairs or renovations
- Decrease in contracted services
- Decrease in General Fund Transfers

There will be a proposed Fund Balance appropriation of $20,185 for Fiscal Year 2025-2026 versus an appropriation of $538,181 from the Fiscal Year 2024-2025.



Sewer Fund Summary

The proposed Sewer Fund is $3,032,008 and reflects an increase of $39,657 (1.37%) when compared to the Fiscal Year 2024-2025 Budget of $2,992,351 versus the Fiscal Year 2025-2026 Budget of $3,032,308. There is a Net Position appropriation of $260,200 for Fiscal Year 2025-2026 versus no appropriation from the prior Fiscal Year 2024-2025.



Summarization

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

In conclusion, I would like to thank the City's Management Team for their commitment to addressing the needs of the City Residents. I would especially like to thank Finance Director Crystal Postell and Payroll Administrator Lisa Beam for their work making sure that the numbers within this proposed budget are balanced. Therefore, it is my pleasure to submit to the City the Proposed Budget for Fiscal Year 2025 – 2026.

Sincerely,

Stevie L. Cox

Stevie Cox
City Manager

Budget Structure and Process

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

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

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

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

Changes After Annual Budget Adoption

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

Budgeting and Accounting

Budgeting estimates the City's future revenues and makes appropriation for expenditures to support the City of Trinity's fiscal control. Budget estimates depends on accurate accounting data that consist of one period to the next.

Fund Accounting

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

General Fund

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

Debt Service Fund

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

Special Revenue Fund

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

Capital Project Fund

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

Enterprise Fund

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

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

I am pleased to present the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the City of Trinity, North Carolina, for your review. The City's Finance Department prepared this budget document to encourage and assist the residents of Trinity with a financial plan of the anticipated resources and expenditures for a full fiscal year to prepare and support any variations for the fiscal year ending on June 30, 2026. The Finance Department will use budgeting trends to address issues with fiscal management, such as financial sustainability and future debt obligations.

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

Currently, the City of Trinity has a total debt outstanding of $40,496 for compensated absences, $10,957,093 for Sewer Fund General Obligation Bonds, $367,990 for a Sewer AARA note payable, and $83,367 of net pension liability. The full faith and credit of the City support these obligations. The City will continue to satisfy our Sewer Fund General Obligation (G.O.) Bonds for Trinity's sewer infrastructure expansion. This will be achieved by transferring a sum of $618,588 to cover 78.85% of $784,371 of both the principal and interest payments of the City's (4) four G.O. Bonds. The Finance Department has successfully decreased the amount transferred from the General Fund for the past (3) three budget cycles. These funds will be transferred from the General Fund to the Sewer Fund because the General Obligation Bonds are secured by the full faith and credit of the City's taxing power using Ad Valorem revenues. Currently, there will not be a sewer rate increase.

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Trinity, for its 2025 Budget for the fiscal year beginning July 1, 2024. To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for the period of 2025 only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award. The Certificate of Achievement is valid for one year only. We believe that the current Annual Budget Document continues to meet the Certificate of Achievement Program's requirements. We are submitting it to GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the skill, effort, and dedication of the City's Department Heads and support staff. I sincerely appreciate Ms. Lisa Beam for her assistance in this Budget Process. Credit is, also, due to the City Manager, Mayor, and Trinity City Council, for their unfailing support for maintaining the highest standards of professionalism in managing the City of Trinity's finances.

Respectfully submitted,

Crystal Postell. MBA
Finance Director

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Trinity
North Carolina

For the Fiscal Year Beginning

July 01, 2024

Christopher P. Morrill
Executive Director

The City of Trinity, North Carolina

Trinity, NC History

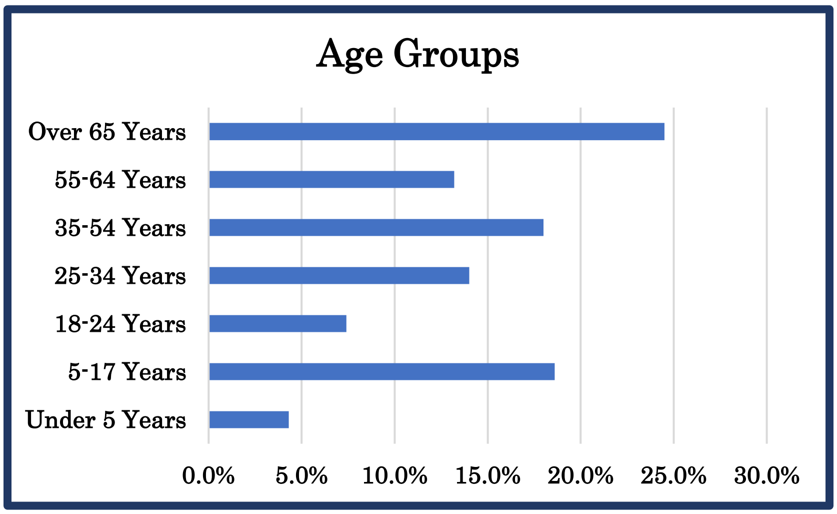
The first settlers in the northwest corner of Randolph County arrived between 1763-1776, settling in what was called the Granville District. The land offices in the Granville District had been closed following the death of the English landowner, John Carteret, Baron Carteret of Hawnes, the second Earl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

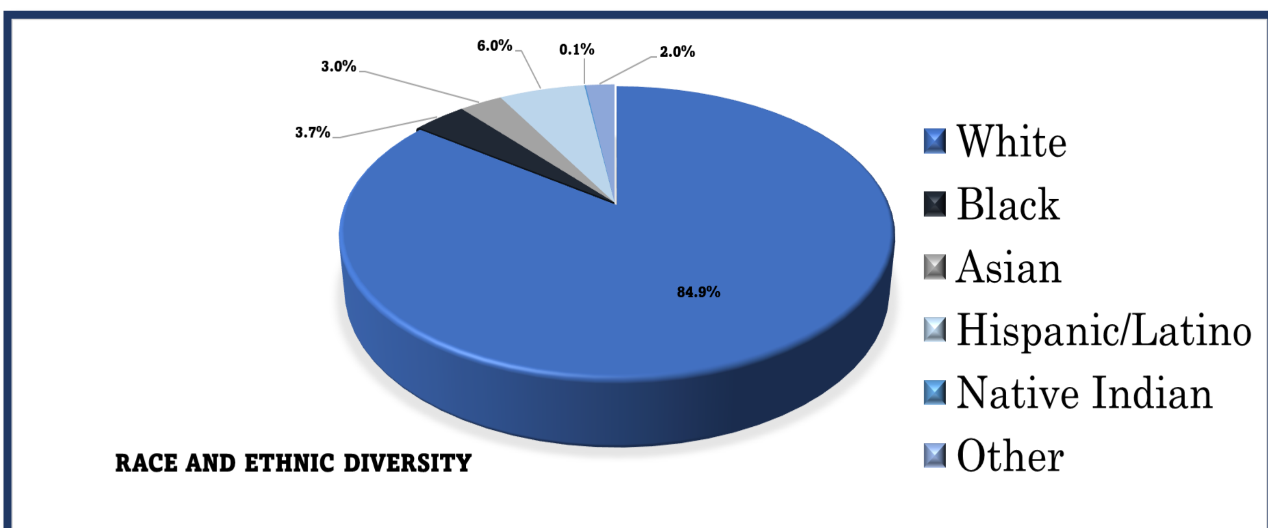
The Town of Trinity, named after Trinity College, was incorporated by Act of the North Carolina General Assembly at its 1868-1869 Session. The act, published in Private Laws of the State of North Carolina, passed by the General Assembly at its Session 1868-1869 states that "The Town shall be two miles long from north to south, and one mile wide from east to west, the center of the Town to be the center of the principal College Building." Further sections of the act provided for election of a town magistrate and five commissioners. The town charter was ratified April 12, 1869, but the charter was rescinded in 1924. In this time frame, everything in the community came to be measured from the college. The college was the official, as well as, the unofficial centerpiece of the town. In 1997 the city was re-incorporated.

City of Trinity
Demographic Data Summary

Trinity is a city located in Randolph County, North Carolina. Trinity has a population of about 7,155. Trinity is the 120th largest city in North Carolina and the 4,072nd largest city in the United States. Trinity has a city area 17.06 square miles, with 16.87 square miles of land area and .19 square miles of water. The population density of Trinity, NC is about 419 people per square mile.

The City of Trinity, NC has a median home value of about $287,189 and a median household income of about $70,368. The average age of Trinity residents is about 44 years of age with an educational attainment of 87.3% are high school graduates, and 18.3% are college graduates.



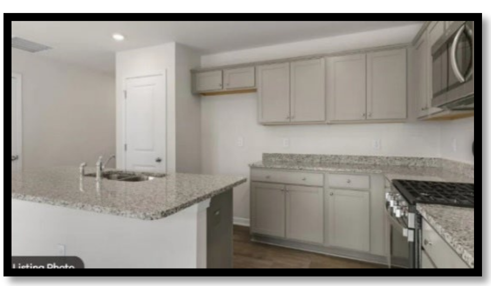


Land Development

Trinity has experienced a moderate growth over the past fifteen years. The City's commitment to well-planned, quality land development has enabled us to manage this growth wisely. By doing so, the City has been striking a reasonable balance between the good of the whole community and private property rights. New growth has been designed to help preserve our natural, cultural, and historic resources, and to coincide with our ability to provide adequate public services and infrastructure. The appropriate quantity, location, and quality of new land development has maintained and enhanced our City's environment and quality of life. Trinity's Land Development Plan has helped our City become a more livable and walkable community. New neighborhoods located most closely to activity centers have a more compact development pattern. This includes a wider mix of housing types to accommodate the growing diversity of our community's residents and to maximize the efficient use of public services. Trinity's growth over the prior years has attracted housing developers to build communities such as Cottages at Piper Village, Steeplegate Village, Ridge Point, and Trinity Townes, etc.

Ridge Point

The newest community in Trinity, NC has it all! Enjoy the relaxed atmosphere of living in the country, while being minutes away from everything! This community features unique, single-family floorplans that are sure to meet the needs of you and your family. In addition, all D.R. Horton homes include our America's Smart Home® Technology which allows you to monitor and control your home from your couch or from 500 miles away and connect to your home with your smartphone, tablet, or computer.



Collett Farm

The newest phase of Collett Farm is now selling! This community offers 4 thoughtfully designed single-family and ranch-style floorplans with 3 to 5 bedrooms and up to 3 bathrooms, ranging from 1,497 to 2,644 sq. ft. The exterior schemes and elevations of their homes are carefully designed to create a beautiful streetscape that you'll be proud to call home.

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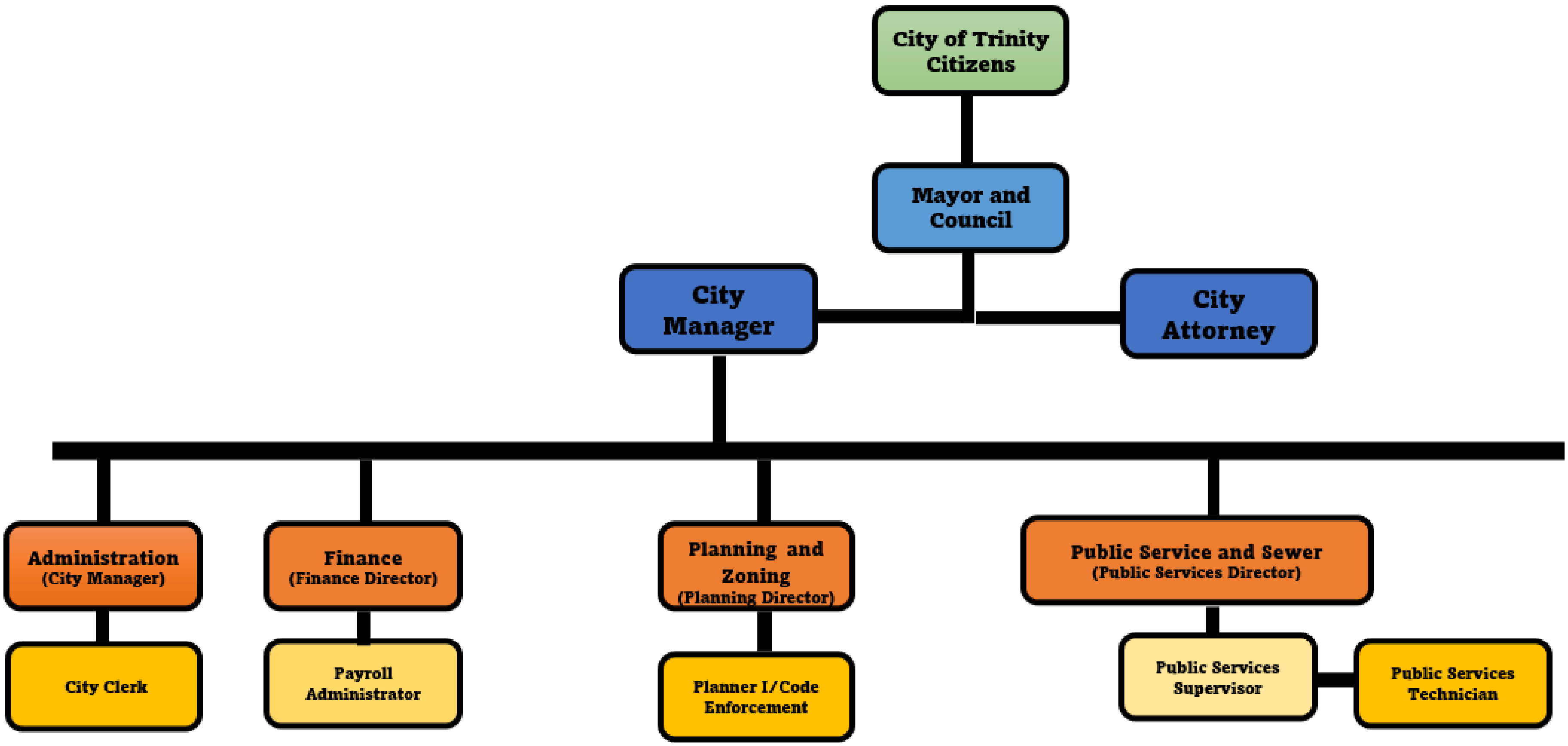
Organizational Chart



Note: Organizational chart are subject to change due to the approval of new positions

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Personnel Summary

Departments	Number of Positions		
	FY2024	FY2025	Proposed FY 2026
Administration			
City Manager	1	1	1
City Clerk	.50	.50	.50
Office Assistant	.50	.50	.50
Finance			
Finance Director	1	1	1
Finance Assistant	0	0	0
Payroll Administrator	1	1	1
Planning and Zoning			
Planning and Zoning Director	0	0	0
Planner	0	0	0
Public Works			
Stormwater Administrator	.50	.50	.50
Stormwater Technicians	0	0	1
Water and Sewer			
Public Works Director	.50	.50	.50
Public Works Supervisor	.50	.50	.50
Public Works Technician	.50	.50	.50
Total Positions	**7**	**7**	**7**

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Personnel Pay Grade and Classificaiton Chart

Positions	Grade	Minimum	Mid-Point	Maxium
	13	$33,374	$50,061	$58,404
	14	$35,044	$52,565	$61,326
Public Services Technician	15	$36,791	$55,186	$64,384
	16	$38,635	$57,953	$67,612
	17	$40,577	$60,865	$71,009
Public Services Supervisor	18	$42,615	$63,923	$74,577
Finance Assistant	19	$44,751	$67,126	$78,314
Payroll Administrator	20	$46,984	$70,475	$82,221
	21	$49,333	$73,999	$86,332
Accountant	22	$51,798	$77,698	$90,647
City Clerk	23	$54,381	$81,571	$95,166
Planner	24	$57,099	$85,648	$99,923
	25	$59,953	$89,929	$104,917
	26	$62,942	$94,414	$110,149
	27	$66,088	$99,132	$115,653
	28	$69,388	$104,082	$121,429
Public Services Director	29	$72,863	$109,295	$127,511
Planning and Zoning Director	30	$86,500	$114,770	$133,898
Finance Director	31	$91,980	$120,519	$137,981
	32	$94,600	$125,630	$147,649
	33	$96,580	$128,888	$155,045
	34	$99,463	$139,553	$162,812
	35	$113,475	$146,544	$170,968

Note: The Personnel Pay Grade and Classification Chart above represents full-time non-contract employees. This chart is subject to change.

(Major Fund)

General Fund

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

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General Fund Revenues

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

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

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

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

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

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

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

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

General Fund Revenues

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-3000-300	Powell Bill	$ 191,408.03	$ 195,000.00	$ 210,000.00	$ 15,000.00
10-00-3000-380	Int. on Inv.Powell Bill	$ 413.74	$ 360.00	$ 450.00	$ 90.00
10-00-3100-003	AD VALOREM TAXES CURRENT	$ 878,937.49	$ 975,000.00	$ 1,020,000.00	$ 45,000.00
10-00-3100-100	AD VALOREM TAXES PRIOR YEARS	$ 4,337.35	$ 1,000.00	$ 1,200.00	$ 200.00
10-00-3110-003	RC VEHICLE TAX CURRENT YEAR	$ 105,125.72	$ 90,000.00	$ 95,000.00	$ 5,000.00
10-00-3110-100	RC VEHICLE TAX PRIOR YEARS	$ 11.49	$ 100.00	$ 175.00	$ 75.00
10-00-3130-100	Int. on Taxes	$ 2,208.85	$ 500.00	$ 830.00	$ 330.00
10-00-3231-100	Sales Tax (Art 39)	$ 904,635.37	$ 591,124.00	$ 598,760.00	$ 7,636.00
10-00-3232-100	1/2 Sale Tax (Art 40)	$ 568,708.67	$ 442,690.00	$ 448,860.00	$ 6,170.00
10-00-3233-100	1/2 Sales Tax (Art 42)	$ 448,643.03	$ 317,590.00	$ 322,460.00	$ 4,870.00
10-00-3234-100	1/2 Sales Tax (Art 44)	$ 225,418.22	$ 188,230.00	$ 191,860.00	$ 3,630.00
10-00-3235-100	ARTICLE 44 HOLD HARMLESS	$ 582,465.12	$ 453,040.00	$ 459,260.00	$ 6,220.00
10-00-3236-100	Solid Waste Disposal Tax	$ 4,165.67	$ 5,200.00	$ 4,500.00	$ (700.00)
10-00-3237-100	Alcohol/Beverage Tax	$ 34,247.99	$ 15,000.00	$ 21,000.00	$ 6,000.00
10-00-3281-100	Telc./LCL Video	$ 57,700.83	$ 38,000.00	$ 41,000.00	$ 3,000.00
10-00-3324-200	Utility Franchise	$ 322,743.16	$ 230,000.00	$ 264,600.00	$ 34,600.00
10-00-3345-400	Fees/Permits	$ 32,350.00	$ 14,000.00	$ 16,500.00	$ 2,500.00
10-00-3450-401	Roadways Inspection Fees	$ -	$ 2,000.00	$ 2,000.00	$ -
10-00-3450-402	Stormwater Inspection Fees	$ -	$ 2,000.00	$ 2,000.00	$ -
10-00-3831-800	Gen Fund Market Acct Investment	$ 4,860.94	$ 2,000.00	$ 180,000.00	$ 178,000.00
10-00-3832-500	Solid Waste Billing	$ 551,986.92	$ 490,000.00	$ 514,800.00	$ 24,800.00
10-00-3840-000	Misc Rev	$ 2,778.17	$ 1,000.00	$ 1,000.00	$ -
10-00-3980-800	NCCMT Trust Investment Earnings	$ 65,126.41	$ 50,000.00	$ 50,400.00	$ 400.00
10-00-3990-900	Fund Balance Appropriated	$ -	$ 538,181.00	$ 20,185.00	$ (517,996.00)
	Grand Total	$ 4,988,273.17	$ 4,642,015.00	$ 4,466,840.00	$ (175,175.00)

Note: Revenues are based on the "actual" revenues received in the prior fiscal year. Ad Valorem has been projected at a conservated rate of 95% but Randolph County has a collection rate of 99.03%. Sales Tax has an estimated increase of about 1%. Investment Earnings are estimated at 2.50% APY.

General Fund Explanation of Expenditures

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

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

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

Contingency – expenses for unexpected events.

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

FICA – expenses for payroll taxes (7.65%).

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

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

Material & Supplies – expenses for office or departmental supplies.

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

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

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

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

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

TOC

City Council

Department Overview

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

Mission Statement

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

Department Goals

- Adopt a balanced annual budget
- Supports economic development activities of attracting new development
- Maintain an updated Capital Improvement Plan
- Explore options for developments of a greenway/walking trial
- Improve communication between elected officials and residents

Accomplishments

- Swearing in of new City Council members
- Appointed new members to the Planning and Zoning Boarding

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
Mayor	1	1	1
Council Members	5	5	5
Total Personnel	6	6	6

Expenditure Summary

Expense Type	FY 2024	FY 2025	FY 2026
Personnel	$ 11,303	$ 16,600	$ 16,600
Operational	$ 30,659	$ 51,300	$ 48,300
Capital Outlay	$ -	$ -	$ -
Total Personnel	$ 41,962	$ 67,900	$ 64,900

TOC

City Council

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-4110-121	Salaries	$ 10,500.00	$ 15,300.00	$ 15,300.00	$ -
10-00-4110-181	FICA	$ 803.28	$ 1,300.00	$ 1,300.00	$ -
10-00-4110-192	Professional Services	$ 7,218.36	$ 16,000.00	$ 16,000.00	$ -
10-00-4110-260	Materials & Supplies	$ 1,348.09	$ 5,000.00	$ 5,000.00	$ -
10-00-4110-290	Christmas in Trinity/Special Events	$ 1,500.00	$ 2,500.00	$ 600.00	$ (1,900.00)
10-00-4110-310	Travel/Training	$ 3,666.09	$ 2,500.00	$ 3,500.00	$ 1,000.00
10-00-4110-450	Ins. General Liability	$ 5,021.09	$ 5,400.00	$ 5,400.00	$ -
10-00-4110-491	Dues & Subscriptions	$ 11,755.00	$ 16,400.00	$ 16,800.00	$ 400.00
10-00-4110-499	Contributions	$ 150.00	$ 1,000.00	$ 1,000.00	$ -
10-00-4110-600	Capital Outlay	$ -	$ -	$ -	$ -
10-00-4110-693	RC Elections	$ -	$ 2,500.00	$ -	$ (2,500.00)
	Grand Total	$ 41,961.91	$ 67,900.00	$ 64,900.00	$ (3,000.00)

Capital Outlay: None

TOC

Administration

Department Overview

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

Mission Statement

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

Department Goals

- To administer the annual budget and leverage long range financial forecasting.
- To facilitate and implement City Council's strategic goals.
- To enhance communications with citizens, customers, employees, and partner agencies.

Accomplishments

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
City Manager	1	1	1
City Clerk	1	0.5	0.5
Office Assistant	0	0.5	0.5
Total Personnel	2	2	2

Expenditure Summary

Expenses	FY 2024	FY 2025	FY 2026
Personnel	$ 255,471	$ 302,320	$ 294,100
Operational	$ 163,363	$ 170,687	$ 171,136
Total Personnel	$ 418,834	$ 473,007	$ 465,236

TOC

Administration

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-4120-121	Salaries	$ 188,368.66	$ 220,920.00	$ 204,160.00	$ (16,760.00)
10-00-4120-181	FICA	$ 14,295.43	$ 17,300.00	$ 15,680.00	$ (1,620.00)
10-00-4120-182	RETIREMENT	$ 19,454.86	$ 30,700.00	$ 29,304.00	$ (1,396.00)
10-00-4120-183	Group Insurance	$ 33,352.00	$ 33,400.00	$ 33,400.00	$ -
10-00-4120-186	Workman Compensation	$ 1,278.52	$ 3,500.00	$ 2,300.00	$ (1,200.00)
10-00-4120-189	Unemployment	$ -	$ 2,200.00	$ 1,000.00	$ (1,200.00)
10-00-4120-191	Professional Services	$ 32,152.97	$ 21,500.00	$ 17,500.00	$ (4,000.00)
10-00-4120-251	Vehicles Fuel	$ 7,667.89	$ 15,000.00	$ 15,000.00	$ -
10-00-4120-253	Parts/ Vehicles	$ 2,101.44	$ 4,000.00	$ 4,000.00	$ -
10-00-4120-254	Vehicles Maintenance	$ 2,068.65	$ 2,500.00	$ 2,500.00	$ -
10-00-4120-260	Materials & Supplies	$ 3,305.61	$ 6,756.00	$ 4,500.00	$ (2,256.00)
10-00-4120-290	Furniture	$ 761.98	$ 500.00	$ 1,000.00	$ 500.00
10-00-4120-310	Travel/Training	$ 9,006.53	$ 7,000.00	$ 11,800.00	$ 4,800.00
10-00-4120-321	Telephone	$ 12,991.80	$ 13,000.00	$ 13,000.00	$ -
10-00-4120-325	Postage	$ 2,736.14	$ 3,500.00	$ 3,500.00	$ -
10-00-4120-329	Information Technology	$ 30,947.15	$ 1,500.00	$ 13,200.00	$ 11,700.00
10-00-4120-331	Utilities	$ 16,388.60	$ 24,000.00	$ 24,400.00	$ 400.00
10-00-4120-352	Equipment Repair & Maint.	$ -	$ 1,500.00	$ 1,500.00	$ -
10-00-4120-391	Advertising- Legal	$ 549.01	$ 3,000.00	$ 3,000.00	$ -
10-00-4120-392	Newsletter	$ 3,315.63	$ 8,500.00	$ 13,000.00	$ 4,500.00
10-00-4120-430	Leases	$ 12,477.43	$ 26,736.00	$ 22,042.00	$ (4,694.00)
10-00-4120-450	Ins- General Liability	$ 2,546.58	$ 2,477.00	$ 2,800.00	$ 323.00
10-00-4120-451	Insurance/Property	$ 11,135.13	$ 13,135.00	$ 14,900.00	$ 1,765.00
10-00-4120-452	Insurance-Auto	$ 3,011.56	$ 4,466.00	$ 5,000.00	$ 534.00
10-00-4120-454	Bond Insurance	$ 1,471.26	$ 1,817.00	$ 2,600.00	$ 783.00
10-00-4120-455	Blanket Bond	$ 100.00	$ 100.00	$ 150.00	$ 50.00
10-00-4120-491	Dues & Subscriptions	$ 7,349.23	$ 4,000.00	$ 4,000.00	$ -
10-00-4120-500	New Equipment	$ -	$ -		$ -
	Grand Total	$ 418,834.06	$ 473,007.00	$ 465,236.00	$ (7,771.00)

Capital Outlay: None

TOC

Finance

Department Overview:

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

Mission Statement:

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

Department Goals

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

Accomplishments

- Maintained GFOA's Distinguished Budget Presentation Award for 3rd consecutive year
- Obtained the GFOA's Excellence in Financial Reporting Award for our 2023 Annual Comprehensive Financial Report
- Obtained the GFOA's Popular Citizen's Financial Report Award for our 2023 Citizen's Financial Report Ending June 30, 2023
- Decrease the City's total debt by $217,385 (0.19%).
- Processed 746 Accounts Payable
- Processed 105 Purchases Orders
- Processed 327 Journal Entries

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
Finance Director	1	1	1
Payroll Adimistrator	1	1	1
Total Personnel	2	2	2

Expenditure Summary

Expenses	FY 2024	FY 2025	FY 2026
Personnel	$ 223,234	$ 246,200	$ 260,600
Operational	$ 55,475	$ 73,700	$ 71,015
Capital Outlay	$ -	$ -	$ 58,000
Total Personnel	$ 278,709	$ 319,900	$ 389,615

TOC

Finance

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-4130-121	Salaries	$ 161,628.96	$ 175,500.00	$ 177,600.00	$ 2,100.00
10-00-4130-181	FICA	$ 12,283.91	$ 13,400.00	$ 13,600.00	$ 200.00
10-00-4130-182	Retirement	$ 20,677.35	$ 23,900.00	$ 25,480.00	$ 1,580.00
10-00-4130-183	Group Insurance	$ 28,644.00	$ 33,400.00	$ 33,400.00	$ -
10-00-4130-189	Unemployment Insurance	$ -	$ 1,000.00	$ 1,000.00	$ -
10-00-4130-191	Professional Services	$ 34,270.00	$ 35,000.00	$ 35,000.00	$ -
10-00-4130-192	Professional Legal	$ -	$ -	$ 1,000.00	$ 1,000.00
10-00-4130-260	Materials and Supplies	$ 2,691.47	$ 2,200.00	$ 2,500.00	$ 300.00
10-00-4130-310	Travel/Training	$ 2,195.93	$ 4,000.00	$ 4,550.00	$ 550.00
10-00-4130-329	Information Technology	$ -	$ 2,000.00	$ 2,000.00	$ -
10-00-4130-440	Computer Services	$ -	$ 1,500.00	$ -	$ (1,500.00)
10-00-4130-491	Dues and Subscription	$ 1,395.67	$ 18,000.00	$ 18,485.00	$ 485.00
10-00-4130-510	Capital Outlay	$ -	$ -	$ 58,000.00	$ 58,000.00
10-00-4130-630	Tax collection Fees	$ 14,921.21	$ 10,000.00	$ 17,000.00	$ 7,000.00
	Grand Total	$ 278,708.50	$ 319,900.00	$ 389,615.00	$ 69,715.00

Capital Outlay: Accounting Software

Note: There is an increase in expenditure due to a request to acquire new accounting software with Payroll with employee self-service option, Accounts Receivable, General Ledger, Permitting, Utility Billing, and Work Orders ($58,000) and coverage for increased tax collection fees.

Planning and Zoning

Department Overview

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

Mission Statement

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

Department Goals

- Completion of the Land Development Ordinance
- Completion of the Code of Ordinance

Accomplishments

- Completion of the Water Management Ordinance
- Issued 257 zoning permits
- Assisted with 237 stormwater permits
- Completed 257 code enforcement complaints and 223 abates
- Processed 9 Public Hearings
- 146 Illegal Signs Removed

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
Planning Director	0	0	0
Planner I	0	0	0
Total Personnel	0	0	0

Expenditure Summary

Expenses	FY 2024	FY 2025	FY 2026
Personnel	$ -	$ -	$ -
Operational	$ 397,622	$ 477,774	$ 447,220
Total Personnel	$ 397,622	$ 477,774	$ 447,220

TOC

Planning and Zoning

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-4191-190	Professional Services	$ 22,521.77	$ 72,602.00	$ 75,000.00	$ 2,398.00
10-00-4191-192	Professional- Legal	$ 14,182.65	$ 9,000.00	$ 12,000.00	$ 3,000.00
10-00-4191-260	Materials & Supplies	$ 2,967.89	$ 2,181.00	$ 2,200.00	$ 19.00
10-00-4191-310	Travel/Training	$ -	$ 1,000.00	$ 1,000.00	$ -
10-00-4191-391	Advertising	$ 2,094.60	$ 8,370.00	$ 3,000.00	$ (5,370.00)
10-00-4191-430	Leases	$ 6,062.24	$ 6,000.00	$ 4,000.00	$ (2,000.00)
10-00-4191-440	Computer Service	$ -	$ 500.00	$ 500.00	$ -
10-00-4191-441	Contract Services	$ 349,792.55	$ 328,121.00	$ 299,520.00	$(28,601.00)
10-00-4191-443	Contracted- Notice of Violations	$ -	$ 50,000.00	$ 50,000.00	$ -
10-00-4191-510	Capital Outlay	$ -	$ -	$ -	$ -
	Grand Total	$ 397,621.70	$ 477,774.00	$ 447,220.00	$(30,554.00)

Capital Outlay: None

Note: The City of Trinity will continue to contract its planning and zoning services due to the community's rapid growth.

Public Buildings

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-00-4194-210	Cleaning and Non Office Supplies	$ 1,707.74	$ 5,015.00	$ 5,000.00	$ (15.00)
10-00-4194-240	Supplies	$ 765.99	$ 600.00	$ 700.00	$ 100.00
10-00-4194-359	Repair and Maintenance	$ 26,796.54	$ 45,000.00	$ 35,000.00	$ (10,000.00)
10-00-4194-410	Facilities Rental	$ -	$ 200.00	$ 200.00	$ -
10-00-4194-441	Security Monitoring	$ 2,130.00	$ 5,000.00	$ 5,000.00	$ -
10-00-4194-442	Pest Control	$ 450.00	$ 600.00	$ 650.00	$ 50.00
10-00-4194-443	Contracted Services	$ 20,242.00	$ 19,000.00	$ 19,000.00	$ -
10-00-4194-590	Capital Outlay	$ 6,083.70	$ 210,000.00	$ -	$ (210,000.00)
10-00-4194-600	Capital Outlay Other	$ 125,810.78	$ -	$ -	$ -
	Grand Total	$ 183,986.75	$ 285,415.00	$ 65,550.00	$ (219,865.00)

Capital Outlay: None

Animal Control

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-10-4210-693	Animal Control Contract	$ 28,596.30	$ 31,000.00	$ 31,620.00	$ 620.00
	Grand Total	$ 28,596.30	$ 31,000.00	$ 31,620.00	$ 620.00

Capital Outlay: None

TOC

Public Safety

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-10-4220-693	Fire Inspections/Contract	$ 10,120.00	$ 10,120.00	$ 15,750.00	$ 5,630.00
10-10-4220-694	Law Enforcement Contract	$ 457,780.99	$ 816,500.00	$ 836,900.00	$ 20,400.00
10-10-4220-695	Randolph County Proj. Safe Neighborhoods	$ 1,217.00	$ 1,220.00	$ 1,225.00	$ 5.00
	Grand Total	$ 469,117.99	$ 827,840.00	$ 853,875.00	$ 26,035.00

Capital Outlay: None

Powell Bill

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-20-4500-121	Salaries	$ -	$ 6,000.00	$ 10,000.00	$ 4,000.00
10-20-4500-181	FICA	$ -	$ 500.00	$ 1,000.00	$ 500.00
10-20-4500-182	Retirement	$ -	$ 900.00	$ 1,500.00	$ 600.00
10-20-4500-183	Group Insurance	$ -	$ 3,000.00	$ 3,000.00	$ -
10-20-4500-194	Professional Services	$ 6,388.90	$ 30,000.00	$ 45,000.00	$ 15,000.00
10-20-4500-591	Fiscal Year Expenditures	$ 180,598.70	$ 80,000.00	$ 250,000.00	$ 170,000.00
	Grand Total	$ 186,987.60	$ 120,400.00	$ 310,500.00	$ 190,100.00

Capital Outlay: None

Note: Resurfacing in Stone Gables and Piper Village 3,612 ft, Stone Gables from Unity Street to cul-de-sac, Rockledge Lane from Stone Gables Drive. Siler Street from Mendenhall Road to the end of phase one.

Public Services

Department Overview

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

Mission Statement

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

Department Goals

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

Accomplishments

- Assist with the planning of new sewer and stormwater connections
- Completion of the Water Management Ordinance

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
Public Services Director	0.2	0.25	0.25
Stormwater Manager	0.25	0.25	0.25
Stormwater Technicians	0	1	1
Total Personnel	0.45	1.5	1.5

Expenditure Summary

Expenses	FY 2024	FY 2025	FY 2026
Personnel	$ 120,907	$ 161,000	$ 163,320
Operational	$ 1,180,542	$ 993,462	$ 924,500
Capital Outlay	$ 16,687	$ 22,000	$ -
Total Personnel	$ 1,318,136	$ 1,176,462	$ 1,087,820

TOC

Street

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-20-4510-186	Worker's Comp	$ 2,197.61	$ 3,000.00	$ 3,200.00	$ 200.00
10-20-4510-241	Signage	$ 5,790.00	$ 5,000.00	$ 5,000.00	$ -
10-20-4510-260	Materials/Supplies	$ 407.00	$ 2,000.00	$ 2,100.00	$ 100.00
10-20-4510-331	Street Lighting	$ 126,580.56	$ 150,000.00	$ 180,000.00	$ 30,000.00
10-20-4510-430	Equipment Lease	$ -	$ 1,000.00	$ 1,000.00	$ -
10-20-4510-491	MPO Membership	$ 710.28	$ 1,200.00	$ 1,200.00	$ -
10-20-4510-550	Capital Outlay	$ 6,674.99	$ 10,000.00	$ -	$(10,000.00)
10-20-4510-600	Contracted Services	$ 9,506.87	$ 20,000.00	$ 12,000.00	$ (8,000.00)
	Grand Total	$ 151,867.31	$ 192,200.00	$ 204,500.00	$ 12,300.00

Capital Outlay: None

Note: Increase in street lighting due to the City Street Lighting Program

Stormwater

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decreased)
10-20-4511-121	Salaries	$ 99,100.19	$ 112,000.00	$ 113,200.00	$ 1,200.00
10-20-4511-181	FICA	$ 7,484.37	$ 8,500.00	$ 8,720.00	$ 220.00
10-20-4511-182	Retirement	$ -	$ 15,400.00	$ 16,300.00	$ 900.00
10-20-4511-183	Group Insurance	$ 14,322.00	$ 25,100.00	$ 25,100.00	$ -
10-20-4511-186	Workermans Compensation	$ -	$ 3,000.00	$ 3,000.00	$ -
10-20-4511-189	Unemployment Insurance	$ -	$ 700.00	$ 700.00	$ -
10-20-4511-194	Professional Services	$ 7,894.50	$ 100,000.00	$ 15,000.00	$ (85,000.00)
10-20-4511-260	Materials/Supplies	$ 1,362.43	$ 3,000.00	$ 6,000.00	$ 3,000.00
10-20-4511-310	Travel Training	$ (20.01)	$ 4,600.00	$ 4,600.00	$ -
10-20-4511-430	Rental Equipment	$ -	$ 500.00	$ 500.00	$ -
10-20-4511-491	Dues and Subscriptions	$ -	$ 8,000.00	$ 6,500.00	$ (1,500.00)
10-20-4511-550	Capital Outlay	$ 3,337.49	$ 6,000.00	$ -	$ (6,000.00)
10-20-4511-600	Contracted Services	$ 46,736.39	$ 114,762.00	$ 90,000.00	$ (24,762.00)
	Grand Total	$ 180,217.36	$ 401,562.00	$ 289,620.00	$ (111,942.00)

Capital Outlay: None

Notes: Personnel costs are shared 50/50 with employees from the Sewer Department because said employees are utilized within the Stormwater Department for Stormwater Management.

Sanitation

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-20-4512-199	Billing Fees	$ 38,251.61	$ 38,400.00	$ 42,000.00	$ 3,600.00
10-20-4512-200	Tipping Fees	$ 115,760.04	$ 150,000.00	$ 150,000.00	$ -
10-20-4512-260	Material Supplies (SANITATION)	$ -	$ 200.00	$ 200.00	$ -
10-20-4512-261	Material Supplies (PUBLIC WORKS)	$ 651.83	$ 1,500.00	$ 1,500.00	$ -
10-20-4512-443	Contract Services	$ 363,151.45	$ 363,600.00	$ 380,000.00	$ 16,400.00
10-20-4512-444	City Haul	$ 18,582.96	$ 23,000.00	$ 20,000.00	$ (3,000.00)
10-20-4512-550	Capital Outlay	$ 6,674.99	$ 6,000.00	$ -	$ (6,000.00)
	Grand Total	$ 543,072.88	$ 582,700.00	$ 593,700.00	$ 11,000.00

Capital Outlay: None

Note: Increase in Davidson Water, Inc. billing fees due to development growth. Davidson Water, Inc charges the City $1.60 per regular billing account and $1.50 per additional charge on a regular billing account .

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Economic Development

Department Overview

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

Mission Statement

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

Department Goals

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 -2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-40-4920-299	Miscellaneous Expenditure	$ 194.00	$ 19,600.00	$ 22,000.00	$ 2,400.00
10-40-4920-491	EDC Appropriation	$ 6,600.00	$ 6,600.00	$ 6,600.00	$ -
	Grand Total	$ 6,794.00	$ 26,200.00	$ 28,600.00	$ 2,400.00

Capital Outlay: None

General Fund Transfers

A General Fund Interfund Transfer is when you move funds from the General Fund to another fund not to exceed 3% of the total expenditure budget. Another General Fund transfer utilize would be the General Obligation (G.O.) Bond Debt Services Transfer, which are funds transferred that are secured by the full faith and credit of the City's taxing power. The City of Trinity pledges its property tax revenues unconditionally to pay the interest and principal on the debt. Currently, the City of Trinity has (4) four G.O. Bonds annual payments that total **$733,015**.

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-60-9140-699	Transfer to Sewer Fund	$ -	$ 88,760.00	$ -	$ (88,760.00)
10-60-9140-700	G.O. Bonds Interfund Transfer	$ 1,115,544.00	$ 733,015.00	$ 618,588.00	$(114,427.00)
	Grand Total	$ 1,115,544.00	$ 733,015.00	$ 618,588.00	$(203,187.00)

Grants to Agencies

(Special Allocations)

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

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
10-80-9810-611	Library Cont. to COA	$ 5,000.00	$ 7,500.00	$ 7,500.00	$ -
10-80-9810-698	Archdale/Trinity Chamber	$ 7,000.00	$ 7,000.00	$ 7,500.00	$ 500.00
10-80-9810-699	RC Seniors	$ 9,855.00	$ 13,550.00	$ 19,316.00	$ 5,766.00
10-80-9810-700	Friends of Trinity	$ -	$ 4,100.00	$ 6,500.00	$ 2,400.00
10-80-9810-701	SerCo of Archdale/Trinity	$ -	$ 5,000.00	$ 7,500.00	$ 2,500.00
10-80-9810-701	Trinity Historic Preservation Society, Inc	$ -	$ -	$ 5,000.00	$ 5,000.00
10-80-9810-991	Contingency	$ -	$ 28,900.00	$ 50,000.00	$ 21,100.00
	Grand Total	$ 21,855.00	$ 66,050.00	$ 103,316.00	$ 37,266.00

Capital Outlay: None

(Major Enterprise Fund)

Sewer Fund

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

Sewer Fund Revenues

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

G.O. Bonds Debt Service Transfer – revenues transferred from the General Fund to supplement the sewer infrastructure debt payments

Sewer Billing – revenues received from citizens for wastewater treatment services

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

Transfer from Capacity Reserve Fund – revenues transferred from the sewer connection fees received

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Sewer Fund Revenues

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budgeted Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
62-91-3710-500	Sewer billing	$ 1,370,798.49	$ 1,880,280.00	$ 1,756,800.00	$ (123,480.00)
62-91-3713-520	Sewer Tap Fees	$ 107,300.00	$ 37,500.00	$ 3,750.00	$ (33,750.00)
62-91-3831-800	Interest Earnings	$ 26,290.96	$ 21,600.00	$ 18,000.00	$ (3,600.00)
62-91-3840-001	Sale of Capital/Property	$ -	$ -	$ -	$ -
62-91-3980-980	Transfer from Capacity Resev Fund	$ -	$ 75,000.00	$ 375,000.00	$ 300,000.00
62-91-3980-981	Transfer from General Fund	$ -	$ 88,760.00	$ -	$ (88,760.00)
62-91-3980-982	G.O. Bonds Debt Service Transfer	$ 1,115,544.00	$ 733,015.00	$ 618,558.00	$ (114,457.00)
62-91-3990-980	Appropriate Retained Earnings	$ -	$ 156,196.00	$ 259,900.00	$ 103,704.00
	Grand Total	$ 2,619,933.45	$ 2,992,351.00	$ 3,032,008.00	$ 39,657.00

Note: There is a decrease in sewer billing revenues to account for a possible decrease in our collection rate due to an increased in the unemployment rate.

Sewer Funds Explanation of Expenditures

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

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

Consumption Charges – expenses for wastewater treatment services.

Contingency – expenses for unexpected events

Debt Service – interest and principal payments made in exchange for funding a capital project.

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

FICA – expenses for payroll taxes (7.65%)

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

Material & Supplies – expenses for office or departmental supplies

Other Operating – expenditures for operational tasks that exclude debt service and the cost of your day-to-day operation procedures.

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

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

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

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

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Sewer

Department Overview

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

Mission Statement

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

Department Goals

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

Personnel Summary

Authorized Position	FY 2024	FY 2025	FY 2026
Public Works Director	1	0.5	0.5
Public Works Supervisor	1	0.5	0.5
Public Works Technician	1	0.5	0.5
Total Personnel	3	1.5	1.5

Expenditure Summary

Expenses	FY 2024	FY 2025	FY 2026
Personnel	$ 193,910	$ 193,630	$ 205,960
Operational	$ 1,847,809	$ 2,006,835	$ 2,021,637
Debt Service	$ 735,802	$ 785,586	$ 784,411
Capital Outlay	$ 59,652	$ 6,300	$ 20,000
Total Personnel	$ 2,837,173	$ 2,992,351	$ 3,032,008

Sewer

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Budget Fiscal Year 2024 - 2025	Adopted Fiscal Year 2025 - 2026	Increase (Decrease)
62-91-7140-121	Salaries	$ 132,745.06	$ 113,630.00	$ 113,200.00	$ (430.00)
62-91-7140-122	On-Call/Overtime	$ -	$ 25,500.00	$ 35,000.00	$ 9,500.00
62-91-7140-181	FICA	$ 10,038.83	$ 10,600.00	$ 11,410.00	$ 810.00
62-91-7140-182	Retirement	$ 18,700.83	$ 18,800.00	$ 21,400.00	$ 2,600.00
62-91-7140-183	Group Insurance	$ 32,425.00	$ 25,100.00	$ 24,950.00	$ (150.00)
62-91-7140-186	Worker's Comp	$ 1,278.53	$ 3,000.00	$ 3,000.00	$ -
62-91-7140-189	Unemployment Insurance	$ -	$ 1,500.00	$ 1,500.00	$ -
62-91-7140-192	Legal Services	$ 495.00	$ 3,000.00	$ 4,000.00	$ 1,000.00
62-91-7140-194	Technical & Contract Services	$ 46,144.96	$ 75,000.00	$ 75,000.00	$ -
62-91-7140-199	Billing Fees	$ 31,904.78	$ 32,000.00	$ 55,200.00	$ 23,200.00
62-91-7140-260	Materials & Supplies	$ 9,636.84	$ 17,000.00	$ 15,000.00	$ (2,000.00)
62-91-7140-310	Travel Training	$ 1,389.32	$ 6,370.00	$ 3,000.00	$ (3,370.00)
62-91-7140-331	Utilities-Electric	$ 60,357.33	$ 53,000.00	$ 65,000.00	$ 12,000.00
62-91-7140-332	Fuel Oil Generator Maintenance	$ 3,139.31	$ 4,000.00	$ 4,000.00	$ -
62-91-7140-335	Consump. & Capacity Chg	$ 603,809.38	$ 640,000.00	$ 665,000.00	$ 25,000.00
62-91-7140-352	Pump/Meter Stat. Maint.	$ 128,570.08	$ 140,600.00	$ 113,120.00	$(27,480.00)
62-91-7140-360	SEWER TAP EXPENSE	$ 48,475.00	$ 12,000.00	$ 15,000.00	$ 3,000.00
62-91-7140-443	Tap Fee Refunds	$ -	$ -	$ -	$ -
62-91-7140-500	Capital Construction	$ -	$ -	$ -	$ -
62-91-7140-550	Capital Outlay	$ 59,652.06	$ 6,300.00	$ 20,000.00	$ 13,700.00
62-91-7140-600	CONTRACTED SERVICES	$ 47,944.00	$ 140,900.00	$ 113,120.00	$(27,780.00)
	Other Operating				
62-91-7140-649	High Point Interlocal Agreement	$ 366,496.92	$ 366,497.00	$ 366,497.00	$ -
62-91-7140-750	TVILLE WWWTP UPGRADE	$ 498,167.52	$ 498,168.00	$ 498,200.00	$ 32.00
	Debt Service				
62-91-7140-751	SEWER PHASE 2	$ 100,650.00	$ 100,988.00	$ 100,240.00	$ (748.00)
62-91-7140-752	SEWER PHASE 3	$ 224,476.74	$ 258,840.00	$ 258,200.00	$ (640.00)
62-91-7140-758	SEWER PHASE 4	$ 215,050.26	$ 224,532.00	$ 224,600.00	$ 68.00
62-91-7140-759	AARA STIMULUS	$ 52,570.55	$ 52,571.00	$ 52,571.00	$ -
62-91-7140-760	Phase 5 Sewer BAN	$ 143,054.76	$ 148,655.00	$ 148,800.00	$ 145.00
62-91-7140-991	Contingency	$ -	$ 13,800.00	$ 25,000.00	$ 11,200.00
	Grand Total	$ 2,837,173.06	$ 2,992,351.00	$ 3,032,008.00	$ 39,657.00

Capital Outlay: Zero Turn Mower

(Non-Major Funds)

Sewer Capacity Reserve Fund

Parks and Recreation Fund

And

American Rescue Plans (ARP) Funds

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

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

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

Sewer Capacity Reserve Fund

Revenues

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026
63-91-3714-530	Capacity Fees	$ 5,544.18	$ 75,000.00	$ 375,000.00
63-91-3980-300	Approp. From Retained Earnings	$ -	$ -	
	Grand Total	$ 5,544.18	$ 75,000.00	$ 375,000.00

Expenditures

Account Number	Account Description	Fiscal Year Actucal 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026
63-91-9200-980	Transfer to Sewer Fund Debt Service	$ -	$ 75,000.00	$ 375,000.00
	Grand Total	$ -	$ 75,000.00	$ 375,000.00

Capital Outlay: None

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Parks and Recreation Fund

Revenues

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026
20-80-3613-450	Grant Proceeds	$ -	$ 80,000.00	$ -
20-80-3613-490	ATM Lease	$ 3,325.00	$ 3,300.00	$ 3,600.00
	Grand Total	$ 3,507.56	$ 83,900.00	$ 3,600.00

Expenditures

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026	Increase (Decrease)
20-80-4521-260	Materials and Supplies	$ -	$ 50.00	$ 400.00	$ 350.00
20-80-4521-331	Utilities	$ 1,362.31	$ 565.00	$ 1,200.00	$ 635.00
20-80-4521-443	Contracted services	$ -	$ 80,500.00	$ -	$ (80,500.00)
20-80-4521-499	Donations	$ 1,000.00	$ 1,800.00	$ 1,000.00	$ (800.00)
20-80-4521-580	Recreation	$ 780.00	$ 385.00	$ 1,000.00	$ 615.00
	Grand Total	$ 3,142.31	$ 83,300.00	$ 3,600.00	$ (79,700.00)

American Rescue Plan Funds (ARP)

Revenues

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026
40-00-6900-800	ARP Investment Earnings	$ 2,912.90	$ 1,000.00	$ 1,035.00
40-00-6900-801	AMERICAN RESUCE PLAN FUNDS	$ 10,400.00	$ 2,106,515.00	$ 2,107,515.00
	Grand Total	$ 13,312.90	$ 2,107,515.00	$ 2,108,550.00

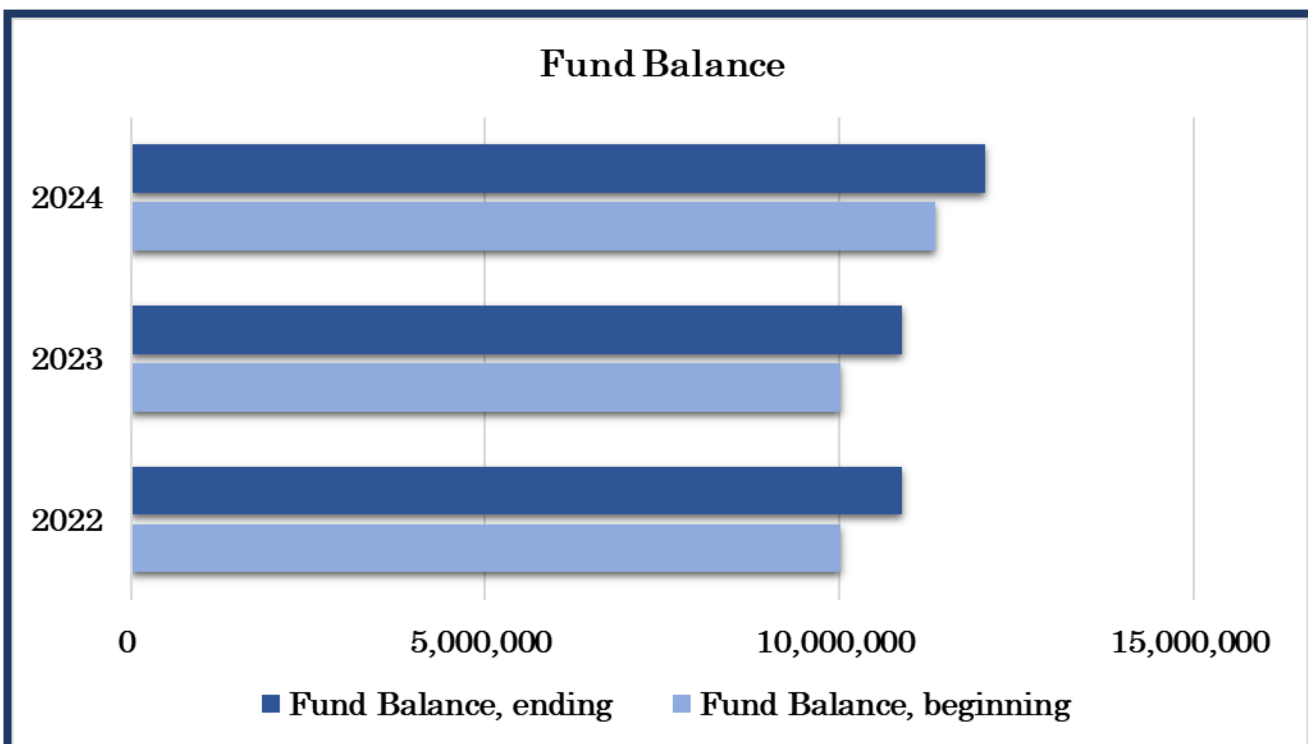
Expenditures

Account Number	Account Description	Fiscal Year Actual 2023 - 2024	Fiscal Year 2024 - 2025	Fiscal Year 2025 - 2026
40-00-6900-980	Transfer to ARP Projects	$ 10,400.00	$ 2,107,515.00	$ 2,108,550.00
	Grand Total	$ 10,400.00	$ 2,107,515.00	$ 2,108,550.00

Consolidated
And
Fund Financial Schedules

General Fund

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



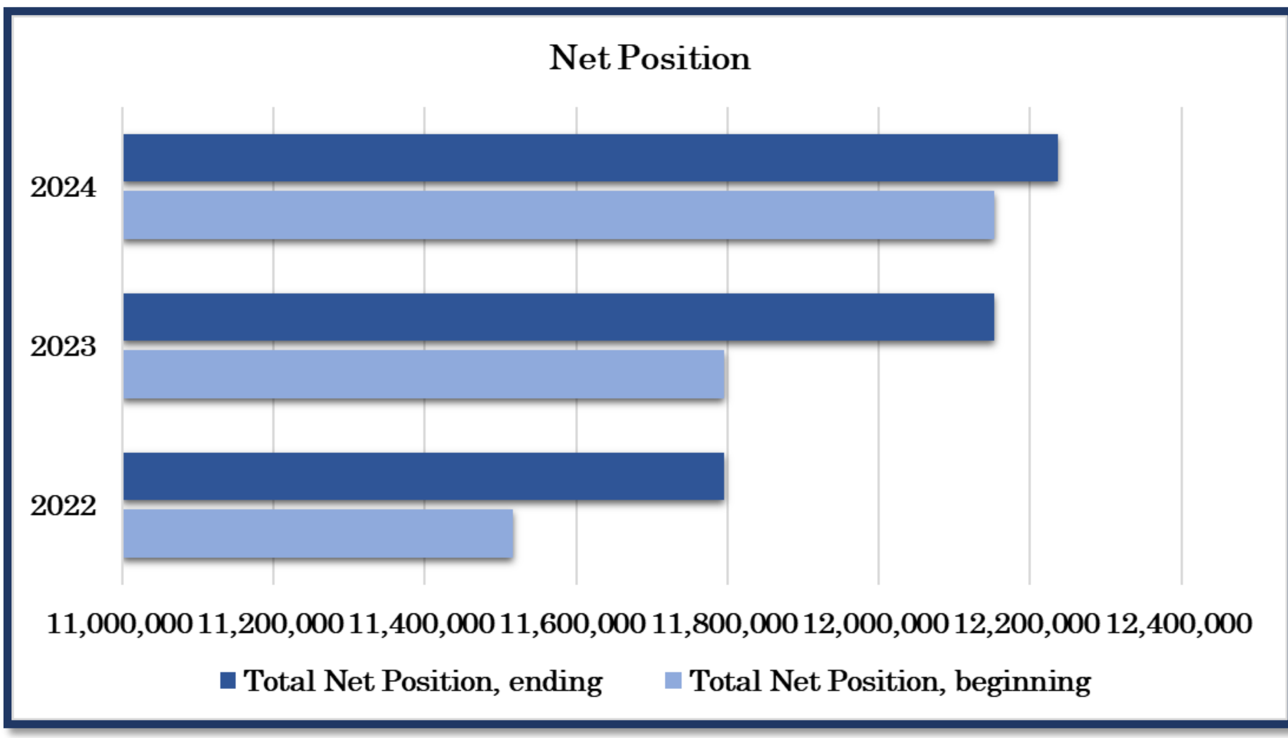
Changes in General Fund Balance

Revenues:	2022	2023	2024
Ad Valorem Taxes	676,787	697,980	989,473
Other Taxes and Licenses	40,380	44,190	32,350
Unrestricted Intergovernmental	2,621,406	2,918,113	3,073,965
Restricted Intergovernmental	285,269	180,495	195,574
Sales and Services	504,255	509,161	551,987
Investment Earnings	3,537	55,322	70,401
Miscellaneous	5,011	3,453	8,994
Total Revenues	4,136,645	4,408,714	4,922,744
Expenditures:	**2022**	**2023**	**2024**
General Government	715,738	1,391,848	1,486,951
Public Safety	171,316	452,642	497,715
Public Works	873,596	790,129	1,074,822
Economic Development	111,000	13,852	6,794
Special Appropriations	20,126	17,620	21,855
Total Expenditures	**1,891,776**	**2,666,091**	**3,088,137**
Revenues over Expenditures	1,742,623	1,834,607	1,834,607
Other Financing Sources (uses)	(1,377,413)	(1,286,150)	(1,115,544)
Fund Balance Appropriated	0	0	0
Net Change in Fund Balance	781,331	675,277	873,574
Fund Balance, beginning	**12,956,023**	**13,737,354**	**14,412,631**
Fund Balance, ending	**13,737,354**	**14,412,631**	**15,286,205**

Note: Fund Balance information is based on actual audited financial statements.

Sewer Fund

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



Changes in Sewer Fund Balance

OPERATING REVENUES	2022	2023	2024
Charges for Services	945,266	1,086,458	1,370,798
Tap Fees	192,351	132,000	387,717
Miscellaneous	0	2,276	0
Total Operating Revenues	1,137,617	1,220,734	1,758,515
OPERATING EXPENSES	**2022**	**2023**	**2024**
Other Operating Expenses	1,332,376	1,722,393	2,047,776
Depreciation	779,692	788,659	792,026
Total Operating Expenses	2,112,338	2,511,052	2,839,802
Operating Income (loss)	(974,721)	(1,290,318)	(1,081,287)
NONOPERATING REVENUES (EXPENSES)	**2022**	**2023**	**2024**
Investment Earnings	1,119	18,320	26,291
Interest and Other Charges	(426,379)	(416,969)	(407,232)
Total Nonoperating Revenues (expenses)	(425,260)	(398,649)	(380,941)
Income (loss) before Contributions and Transfers	(1,399,981)	(1,688,967)	(1,462,228)
Capital Contributions	301,608	760,120	430,812
Transfer from other Funds	1,377,413	1,286,150	1,115,544
Change in Net Position	279,040	357,303	84,128
Total Net Position, beginning	11,516,959	11,795,999	12,153,302
Total Net Position, ending	**11,795,999**	**12,153,302**	**12,237,430**

Note: Net Position information is based on actual audited financial statements.

Capital Improvement Plan

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Capital Improvement Plan

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

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

City Council

City Hall Complex – estimate $10 million
This project will consist of the acquisition of new land for the addition of a City Hall chamber and citizen services to be conducted in one location. Acquired addition property located on Hopewell Church Road within the 4th quarter of the Fiscal Year 2023 – 2024 **(Fiscal Year 2030 – 2031)**

Administration

None.

Finance

Office Software – estimate $65,000
It is highly important for the City to streamline all their processes for accuracy and

availability. This will save time in employees' processing measures. When obtaining software for the "whole" office, it will remove the need of having multiple software applications as well as remove add security be the removal of spreadsheet documentation. This software will tie City departments into one (1) system making all processes uniform. This software will include payroll with employee self-service, accounts receivable, finance suite, online bill pay, permitting and code enforcement, utility billing, work orders, and human resources. **(Fiscal Year 2025 – 2026)**

Buildings

Resurface Parking Lots – estimate $350,000
The resurfacing of both parking lots owned and maintained by the City of Trinity **(Fiscal Year 2024 – 2025)**

Planning and Zoning

Fire Hydrant Installation – estimate $300,000
Fire hydrants are necessary to provide better fire protection for homes in the community as well as provide savings in residents homeowners insurance. The City will work with both the Guil-Rand Fire Department and Davidson Water, Inc. **(Ongoing)**

Powell Bill

The Powell Bill Program is a funding initiative by the North Carolina Department of Transportation that provides funds to municipalities for resurfacing street, maintaining and repairing infrastructure, and buildings or widening streets, bridges, and drainage areas.

Resurfacing in Stone Gables and Piper Village estimate $200,000 **(Fiscal Year 2025 – 2026)**
Grading of Jordan Street estimate $350,000 **(Fiscal Year 2026 – 2027)**
Paving of Jordan Street estimate $350,000 **(Fiscal Year 2027 – 2028)**
Resurfacing of Bellawood Subdivision estimate $225,000 **(Fiscal Year 2028 – 2029)**
Resurfacing of English Pride, Saddle Club, Steeplegate Dr., and Foxchase estimate $250,000 **(Fiscal Year 2029 – 2030)**

Sewer

Zero-Turn Mower – estimate $20,000
A zero-turn mower is a lawn mower that has its mowing deck in front of the machine, rather than underneath like a traditional tractor. This type of machine is great for the maintenance of City own property and right aways. **(Fiscal Year 2025 – 2026)**

Removal of Darr Road Pump Station – estimate $1,800,000
The pump station located at Darr Road needs to be removed due to there being other pump stations for these lines to connect to for cost reduction such as Morgan Pump Station. The removal of Darr Road station would save on maintenance costs. **(Fiscal Year 2025 – 2026)**

Removal of Pike Street Pump Station – estimate $1,500,000
The pump station located at Pike Street needs to be removed due to there are other pump stations for these lines to connect to for cost reduction. The removal of Pike pump station would save on maintenance costs. **(Fiscal Year 2027 – 2028)**

Sewer Expansion – estimate $5,000,000
The City would like to move forward with the addition of sewer to areas that do not have access to public sewer. **(Ongoing)**

Parks and Recreation

Greenway/ Walking Trail – estimate $2,700,000
Construction of a walking trail near the City Hall Annex building.
(Fiscal Year 2025 - 2026)

Parks and Recreation Master Plan – estimate $105,000
The Parks and Recreation plan will consist of a plan to build and enhance our outdoor living activities. The City of Trinity has received a grant for the completion of a Parks and Recreation Master Plan from the Randolph County Strategic Planning Fund. **(Fiscal Year 2028 - 2029)**

Construction of New Park – estimate $4,914,000
The construction of a new park would provide specific services to support health and fitness. The park would include playgrounds, walking trails, shelters, and a veteran's memorial. **(Fiscal Year 2030-2031)**

Debt Obligations

As of June 30, 2024, the City of Trinity had total debt outstanding of $40,496 for compensated absences, $10,957,093 for general obligation bonds, $367,990 for a Sewer AARA note payable, and $83,367 of net pension liability. These are backed by the full faith and credit of the City.

TRINITY
NORTH CAROLINA

Outstanding Debt

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Compensated absences	$ 40,496	$ 28,005	$ -	$ -	$ 40,496	$ 28,005
Sewer AARA note payable	-	-	367,990	420,561	367,990	420,561
General obligation bond	-	-	1,394,000	1,432,000	1,394,000	1,432,000
General obligation bond	-	-	3,167,919	3,261,919	3,167,919	3,261,919
General obligation bond	-	-	3,845,609	3,937,609	3,845,609	3,937,609
General obligation bond	-	-	2,549,565	2,601,565	2,549,565	2,601,565
Net pension liability	278,783	181,784	83,367	81,671	362,150	263,455
Total	$ 319,279	$ 209,789	$ 11,408,450	$ 11,735,325	$ 11,727,729	$ 11,945,114

The City of Trinity's total debt decreased by $217,385 (.19%) during the past fiscal year, primarily due to the payment of bonds. North Carolina general statutes limit the amount of general obligation debt that a unit of government can issue to 8% of the total assessed value of taxable property located within that government's boundaries. The legal debt margin for City of Trinity is $78,835,130. The City of Trinity's general obligation bonds listed are for wastewater treatment expansions.

Proposed Annual Budget
Fiscal Year 2025 – 2026

Project Ordinance Summary
Fiscal Year 2025 – 2026

The City of Trinity adopts project ordinances for grant and capital projects that extend over more than one fiscal year. These project ordinances identify the project and authorize its undertaking. This Project Ordinance Summary will identify the revenues to finance the project and make the appropriations to complete the project. Project ordinances continue in effect for the life of the project and do not require re-appropriation each fiscal year. The information presented below represents the City of Trinity's current authorized project ordinances as of March 10, 2025.

Fund/Project	Project Authorization	Expenditure to Date	Encumbraces	Available Balance
Grant Projects Fund				
Parks and Recreation Master Plan	$ 105,000	$ 36,037	$ -	$ 68,963
	$ 105,000	$ 36,037	$ -	$ 68,963
Sewer Projects Fund				
Steeplegate Lift Station and Force Main Project	$ 13,888,915	$ 2,536,830	$ 11,110,768	$ 241,317
	$ 13,888,915	$ 2,536,830	$ 11,110,768	$ 241,317

TOC

BUDGET ORDINANCE FOR THE CITY OF TRINITY GENERAL, PARKS AND RECREATION, SEWER, AND SEWER CAPACITY FUNDS FOR FISCAL YEAR JULY 1, 2025 THROUGH JUNE 30, 2026

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

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in accordance with the chart of accounts heretofore established for this City:

	Increase (Decrease)
General Government	$ 1,464,141
Public Safety	853,875
Public Services	1,087,820
Economic Development	28,600
Special Appropriations	103,316
Powell Bill Funds	310,500
Transfers to Sewer Fund	-
Transfer for G.O. Bonds	618,588
Total Appropraitions	$ 4,466,840

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

	Increase (Decrease)
Ad Valorem	$ 1,021,200
Other Taxes	95,175
Unrestricted Intergovernmental	2,347,800
Restricted Intergovernmental	214,950
Permits and Fees	20,500
Sales and Services	514,800
Investment Earnings	231,230
Miscellaneous	1,000
Appropriated Fund Balance	20,185
Total Esimated Revenues	$ 4,466,840

Section 3. The following amounts are hereby appropriated in the Parks and Recreation Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026 in accordance with the chart of accounts approved for the City:

	Increase (Decrease)
Parks and Recreation Operations	$ 3,600
Total Appropraitions	$ 3,600

Section 4. It is estimated that the following revenues will be available in the Parks and Recreation Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

	Increase (Decrease)
Other Operating Revenues	$ 3,600
Total Esimated Revenues	$ 3,600

Section 5. The following amounts are hereby appropriated in the Sewer Fund for the operation of the sewer utilities for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in accordance with the chart of accounts heretofore approved for the City:

	Increase (Decrease)
Sewer Utility Operations	$ 1,382,900
Other Utility Operations	864,697
Debt Service	784,411
Total Appropraitions	$ 3,032,008

Section 6. It is estimated that the following revenues will be available in the Sewer Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

	Increase (Decrease)
Sales and Services	$ 1,760,550
Investment Earnings	18,000
Transfer from Sewer Capacity Fund	375,000
Transfer from G.O. Bonds	618,558
Appropraited Net Position	259,900
Total Estimated Revenues	$ 3,032,008

Section 7. The following amounts are hereby appropriated in the Sewer Capacity Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in accordance with the chart of accounts heretofore approved for the City:

	Increase (Decrease)
Transfer to Sewer Fund Debt Service	$ 375,000
Total Appropraitions	$ 375,000

Section 8. It is estimated that the following revenues will be available in the Sewer Connection Fee Reserve Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

	Increase (Decrease)
Fees	$ 375,000
Total Estimated Revenues	$ 375,000

Section 9. Appropriations herein authorized and made shall have the amount of outstanding Purchase Orders as of June 30, 2025 added to each appropriation as it applies, in order to honor legal and contractual obligations that have been in accordance with budgetary authorization under the Fiscal Year 2024 – 2025 Annual Budget and in order to properly account for the payment in the fiscal year in which it is paid. Corresponding changes shall be made to Appropraited Fund Balance/Net Position, Debt Proceeds, or other revenue category if applicable as the funding source, and/or addition to Fund Balance/Net Position.

Section 10. There is hereby levied a tax at the rate of 10 cents ($0.10) per one hundred

dollars ($100) valuation of property as listed for taxes as of April 10, 2024, for the purpose of raising the revenue listed "Ad Valorem" in the General Fund in Section 2 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of $1,084,738,743 and an estimated rate of collection of 99.13%.

Section 11. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

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

Section 12. Copies of the Budget Ordinance shall be furnished to the City Clerk and to the City Manager and Finance Director to be kept on file by them for the direction in the disbursement of funds.

____

Richard McNabb, Mayor

Attest:

____

Darien Comer, City Clerk

Fee Schedule

TRINITY

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Sewer Rates and Fees Schedule

General

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

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

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

4. No swimming pools shall be connected to the sewer system.
    A. Any residential customer with a privately-owned swimming pool will be allowed an annual sewer bill adjustment for filling the pool. The minimum volume of water used for this purpose must exceed 5,000 gallons based upon water consumption records for that month.
        (1) The pool owner must make the request to the City and the last 12 months of water consumption records will be reviewed by the City to determine the amount of the sewer charge to be adjusted. Any residential customer who must refill a pool during the same season because of making repairs to the pool must make application to the City, meet the minimum water consumption criteria and provide proof of swimming pool repair.

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

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

0-2,000 gallons per month	$ 43.13 per month min.
Greater than 2,000 gallons per month	$ 21.57 per 1,000 gallons

2. **Sewer Charges Based on Water Consumption/Outside City Limits**
Charges for customers whose property is outside the City Limits shall be 200 percent (200%) of the rate charged to customers whose property is inside the corporate boundaries of Trinity.

0-2,000 gallons per month	$ 86.26 per month min
Greater than 2,000 gallons per month	$ 43.13 per 1,000 gallons

3. **Sewer Connection Fee/Inside City Limits**
$3.00 per gallon per day based upon page 68 or $2,500 minimum whichever is greater.

4. **Sewer Connection Fee/Outside City Limits**
Capacity fees for customers whose property is outside the City Limits shall be 200 percent (200%) of the fee charged to customers whose property is inside the corporate boundaries of Trinity.

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

5. **Flat Rate Customers/Inside City Limits**
Cost for sewer service for a single-family residential home that is not connected to a public water system and utilizes a private well for water supply shall be based on the average monthly usage of determined by Davidson Water, Inc. This flat rate will be utilized for all residents who are within 200 feet of the public sewer system.

Flat Rate Fee	$86.26 per month

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

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

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

8. **Other Fees**

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

Type of Establishment	Details	Daily Flow for Design
Single Family Detached Residences		$1,500
Apartments (multi-family)		$1,500 per unit
Barber Shop		50 gal/chair
Beauty Shop		125 gal/booth or bowl
Bowling Alley		50 gal/lane
Other Businesses	Other than those listed on this table	25 gal/employee
Church	Not including food service, daycare or camps	3 gal/seat
Country Club	Resident Members	50 gal/person
	Nonresident Members	20 gal/person
Day Care Facility		15 gal/person
Factory	Excluding industrial waste and per shift	25 gal/person
	Add showers, per shift	10 gal/person
Food Service Facility Restaurant	Including fast food	40 gal/seat or 40 gal/15 ft^2 of dining area, whichever is greater.
24-hr Restaurant		50 gal/seat
Single-service	Excluding fast food	25 gal/seat
Food Stand	(1) Per 100 square feet of total floor space	50 gal
	(2) Add per employee	25 gal
Hospital		300 gal/bed
Laundry	Self-Service	500 gal/machine
Meat Market	(1) Per 100 square feet of total floor space	50 gal
	(2) Add per employee	25 gal
Motel/Hotel		120 gal/room
	With cooking facility in room	175 gal/room
Nursing/Rest Home	With laundry	120 gal/bed
	Without laundry	60 gal/bed
Offices	Per shift	25 gal/person
Residential Care Facility		60 gal/person
Resort	Condominium, apartment, motel, hotel	200 gal/room
Restaurant		40 gal/seat or 40 gal/15 ft^2 of dining area (whichever is greater)
School: Day School	Day school with cafeteria, gym & showers	15 gal/person
	With cafeteria only	12gal/person
	With neither cafeteria nor showers	10 gal/person
School: Boarding		60 gal/person
Service Station		250 gal/water closet or urinal
Stadium, Auditorium, Theater, Drive-In		5 gal/seat or space
Store, Shopping Center, Mall	Note: If incl. food service, then add 40 gal/seat	120 gal/1000 ft^2
Swimming Pool, Bathhouse		10 gal/person

Planning & Zoning Fees

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

Subdivisions

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

Non-Residential Development (Less than 5,000 sq/ft)

Site Plan Review/Zoning Permit Stormwater Permit Stormwater Device Re-Submittal Review	$250 $100 $1,500/device $75

Non-Residential Development (Greater than 5,000 sq/ft

Site Plan Review/Zoning Permit Stormwater Permit Stormwater Device Re-Submittal Review	$500 $200 $1,500/device $100

Residential Development (Greater than 500 sq/ft)

Site Plan Review/Zoning Permit Stormwater Permit Compliance Re-Inspection Fee	$75 $75 $50

Residential Development (Less than 500 sq/ft)

Site Plan Review/Zoning Permit Stormwater Permit Compliance Re-Inspection Fee	$50 $50 $25

Right-Of-Way Permits

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

Other Permits

Sewer Permit/Inspection Fee	$75
Sign Permit	$50
Temporary Sign Permit	$25
Wireless Telecommunication Support Stucture/Facilities	$1,000

Annexation Fees

Administrative	$500

Publication Fees

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

Inspection Fees

Roadway[3]		
	City Inspection	$3.00/linear foot
Sanitary Sewer[4]		
	City Inspection	$3.00/linear foot
Storm Sewer[5] (includes Detention Pond)		
	City Inspection	$3.00/linear foot
Miscellaneous		
	Cancellation by contractor after inspector is present	$500

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Administration

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

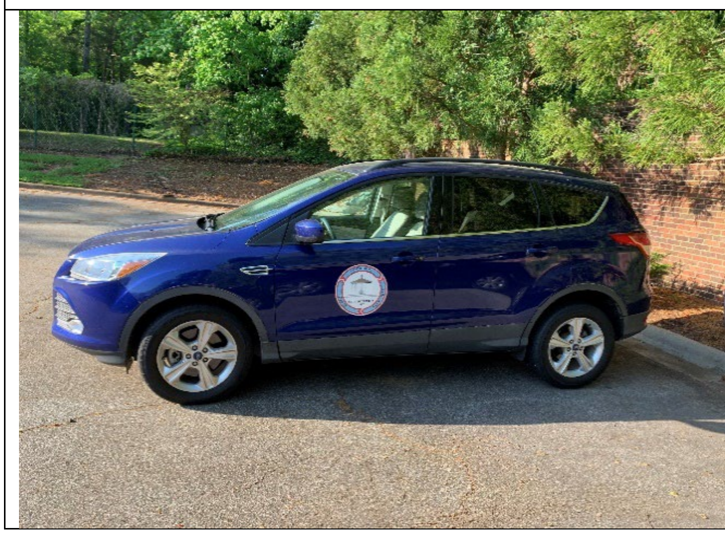
Wastewater Treatment

Residential	
Inside	
0-2,000 gallons per month	$43.13
Over 2,000 gallons per month (per thousand gals)	$21.57
Outside	
0-2,000 gallons per month	$86.26
Over 2,000 gallons per month (per thousand gals)	$43.13
Commerical	
Inside	
0-2,000 gallons per month	$86.26
Over 2,000 gallons per month (per thousand gals)	$43.13
Outside	
0-2,000 gallons per month	$172.52
Over 2,000 gallons per month (per thousand gals)	$86.26

Vehicle and Equipment Assessment Survey

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

Vehicle Assessment Survey

	**Ford F-150 - 2020** VIN#: 1FTFX1E49LFA28498 Use: Public Works/Office Department: Public Services/Sewer Lifespan: 10 Years Years in Service: 5 Milage: 26,459 Conditioning Rating: 5 **Estimate Replacement Cost: $45,000**
	**Ford Escape - 2015** VIN#: 1FMCU9G95FUC66735 Use: Office Department: Administration Lifespan: 10 Years Years in Service: 10 Milage: 49,364 Conditioning Rating: 5 **Estimate Replacement Cost: $28,800**

	**Chevy 2500 HD - 2007** VIN#: 1GBHK23K37F519271 Use: Service Truck Department: Public Services/Sewer Lifespan: 10 Years Years in Service: 16 Milage: 165,270 Conditioning Rating: 2 **Estimate Replacement Cost: $85,500**
	**International Dump Truck - 2006** VIN#: 1HTMPAFP46H344483 Use: Various Department: Public Services/Sewer Lifespan: 20 Years Years in Service: 10 Milage: 48,465 Conditioning Rating: 3 **Estimate Replacement Cost: $250,000**

Snapper Zero Turn Mower - 2011

VIN#:
Use: Mow City property
Department: Public Services/Sewer
Lifespan: Varies
Years in Service: 14
Hours: 878
Conditioning Rating: 2

Estimate Replacement Cost: $25,000

Polaris Northstar 1000- 2023

VIN#: 4XARRY990P8094501
Use: Inspect Outfall Lines/Multiple uses
Department: Public Services/Sewer
Lifespan: Varies
Years in Service: 2
Hours: 248.8
Conditioning Rating: 5

Estimate Replacement Cost: $45,000

2024 Ram 2500

VIN#: 3C7R5HJXRG11885
Use: Inspect Outfall Lines/Multiple uses
Department: Public Services/Sewer
Lifespan: 10 Years
Years in Service: 1
Hours: 10,876
Conditioning Rating: 5

Estimated Replacement Cost: $72,000

Summary
of
Financial Policies

Financial Policy Summary

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

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

Budgeting and Accounting Practices

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

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

Basic of Budgeting

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

Ad Valorem

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

Fund Balance

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

- Restricted for Stabilization by State statute - North Carolina G.S. 159-8 prohibits units of government from budgeting or spending a portion of their fund balance. This is one of several statutes enacted by the North Carolina State Legislature in the 1930's that were designed to improve and maintain the fiscal health of local government units. Restricted by State statute (RSS), is calculated at the end of each fiscal year for all annually budgeted funds. The calculation in G.S. 159-8(a) provides a formula for determining what portion of fund balance is available for appropriation. The amount of fund balance not available for appropriation is known as "restricted by State statute." Appropriated fund balance in any fund shall not exceed the sum of cash and investments minus the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts, as those figures stand at the close of the fiscal year next preceding the budget. Per GASB guidance, RSS is considered a resource upon which a restriction is "imposed by law through constitutional provisions or enabling legislation." RSS is reduced by inventories and prepaids as they are classified as nonspendable. Outstanding Encumbrances are included within RSS. RSS is included as a component of Restricted Net position and Restricted fund balance on the face of the balance sheet.

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

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

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

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

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

Deposits and Investments

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

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

Measurement Focus and Basis of Accounting

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

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

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

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

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

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

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

Cash Management

Pre-Audits

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

Pre-Audit Certificate:

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

____

(Signature of finance officer)."

Cash Disbursements

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

Internal Control and Compliance

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

Glossary of Terms

-A-

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

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

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

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

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

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

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

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

-B-

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

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

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

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

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

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

-C-

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

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

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

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

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

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

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

-D-

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

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

-E-

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

Equities – Assets less liabilities of a fund.

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

-F-

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

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

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

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

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

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

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

-G-

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

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

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

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

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

-I-

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

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

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

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

-L-

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

-M-

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

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

-N-

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

-O-

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

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

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

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

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

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

-P-

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

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

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

Personnel Services – salaries, wages, and fringe benefits.

TOC

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

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

-R-

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

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

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

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

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

-S-

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

-T-

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

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

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

-U-

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

-V-

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

TOC

TRINITY

NORTH CAROLINA