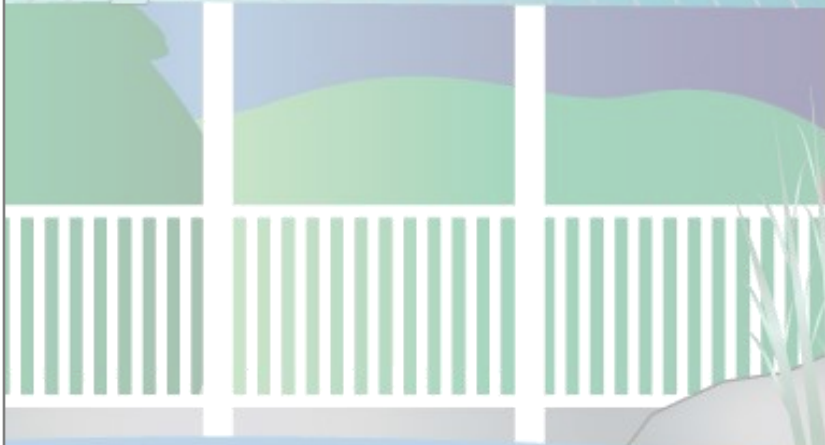


# Town of Rolesville

NORTH CAROLINA

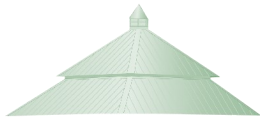


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Adopted Fiscal Year Budget

2017-2018



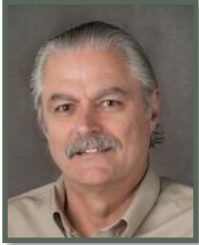
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<b>Budget Message</b> .....	iii
<b>Budget Summary</b>	
Budget at a Glance .....	1
Strategic Goals & Action Plan.....	2
Total Budget Summary.....	5
Comparison Charts.....	6
Organization Chart and Personnel Summary .....	8
<b>General Fund Revenues</b> .....	10
<b>General Fund Expenditures</b>	
Elected Officials.....	13
Administration.....	14
Planning .....	15
Police .....	16
Public Works .....	17
Parks & Recreation.....	18
Special Appropriations .....	19
<b>Capital Funds</b>	
Utility Reserve Fund.....	20
Capital Projects Fund.....	21
Parks Reserve Fund.....	22
<b>Capital Improvement Plan 2017-2022</b> .....	23
<b>Supplemental Information</b>	
Debt Service .....	26
Fund Balance.....	27
Fiscal Policies .....	28
Budget and Fiscal Framework.....	29
Strategic Indicators.....	30
Glossary .....	32
Location Map .....	33
<b>Board Actions</b>	
Schedule of Fees & Charges.....	34
Budget Ordinance.....	39
Capital Project Ordinances.....	42
Resolution Authorizing Property Tax Collection.....	43

# Elected Officials



**Frank Eagles**  
Mayor



**Ronnie Currin**  
Commissioner & Mayor Pro Tempore



**Frank Hodge**  
Commissioner



**Michelle Medley**  
Commissioner



**Sheilah Sutton**  
Commissioner



**Betty Whitaker**  
Commissioner

[RolesvilleNC.gov](http://RolesvilleNC.gov)

## TOWN OF ROLESVILLE

502 Southtown Circle (physical)  
PO Box 250 (mailing)  
Rolesville, North Carolina 27571

P: 919.556.3506  
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RolesvilleNC.gov



May 2, 2017

Mayor Eagles  
Mayor Pro Tempore Currin  
Commissioner Hodge  
Commissioner Medley  
Commissioner Sutton  
Commissioner Whitaker

It is a privilege to present to you the proposed budget for the Town of Rolesville's fiscal year beginning July 1, 2017 and ending June 30, 2018. This budget has been prepared in accordance with the North Carolina Budget and Fiscal Control Act. It is balanced and identifies all revenue and expenditure estimates for the 2017-2018 fiscal year.

All of you have worked hard to lay a viable and sustainable foundation for our community. Department Heads have again done an excellent job in preserving current spending and being the best stewards possible of the taxpayer's money. For many years now, hard decisions have been made to make this community the best place to live, work, and play. The community has a wonderful future ahead but focus, commitment, and patience is still needed.

This annual budget process is influenced by external factors including the condition of the local, state, and national economies; potential state law changes in the works; and the strategic goals identified by you, the Mayor and Board of Commissioners. All these factors are considered in this budget and this document represents a tremendous amount of careful consideration, contemplation, and research. I am confident that it will allow the Town to meet its obligations, fulfill its goals, and remain fiscally strong.

Estimated revenues for the 2017-2018 fiscal year are higher than the current budget year but the demands for our growing community increase as well. The estimated total property tax levy is \$3,968,100 and is within the North Carolina General Statutes' requirement using the collection rate of 99.82%.

Within this budget, I am proposing that the tax rate remain the same at \$0.48 per \$100 of the Wake County assessed tax value. The average price of a home in Rolesville is \$279,300. At this tax rate, the average family pays \$1,340.64 in annual property taxes.

With this year, the Mayor and Board took a monumental step in establishing strategic goals and objectives for this upcoming year. They are:

- To improve the overall appearance of the Town of Rolesville
- Increase Economic Development efforts

# Budget Message

- Expand Municipal Athletic Facilities
- Improve the Town Center Complex
- Continue to improve community relations

All are important in their own right and will all help fashion this into a better community. We must continue to build on the positive movement while meeting the demands of our growing community.

This proposed budget includes the following items.

- Replacement of four handheld 800 MHz radios within the Police Department
- Replacement of two vehicles within the Police Department fleet
- Continued research and potential purchase of property for a future Athletic Complex for the Parks and Recreation Department
- Replacement of some Christmas decorations
- A study through the Planning Department of potential transportation improvements to Main Street from Pulleytown Road southward to the Rolesville Bypass
- Purchase of salt spreader equipment to assist the Public Works Department in treating the roads during winter precipitation events
- Purchase of attachment for existing heavy equipment to assist the Public Works Department in maintaining the right-of-ways
- Purchase of field maintenance equipment to assist the Public Works & Parks and Recreation Departments in maintaining the athletic fields at multiple locations.
- Erection of lighting at the intersection of the Rolesville Bypass and East Young Street intersection to improve safety
- Construction of Granite Falls Boulevard from Rogers Road to Grand Rock Way to assist in traffic congestion and safety

One of our town's most important assets are our employees. This budget has a 2.5% cost of living adjustment (COLA) and a potential 5.0% merit increase for all employees. The Town of Rolesville employees work hard and we have a great team of dedicated individuals who deserve compensation for the time and energy put into their assigned responsibilities.

The Town of Rolesville is on a road to a bright future. Strong goals have been set to help continue to make the community viable and sustainable. Positive growth remains and I am confident that this budget will help keep us in the right direction.

Respectfully submitted,



Bryan Hicks  
Town Manager

## Revenues

- Property tax rate remains at \$0.48 per \$100 assessed value
- No fee increases with waste collection

## Administration

- Continue with Economic Development consulting
- Minor increase in bandwidth to assist with public's internet usage at Town Hall
- Make front counter have secure window out of concern of safety
- Implement NeoGov software to assist with employee recruitment and job applications
- Addition of Employee Assistance Program

## Planning

- Partner with NCDOT and CAMPO for a Main Street Corridor Plan
- Update GIS mapping software licenses

## Police

- Routine vehicle fleet replacement per schedule
- Routine radio replacement per schedule
- Facility camera replacement

## Public Works

- Replacement of Christmas decorations
- Purchase of salt spreader for winter precipitation storms
- Purchase of brush cutter for right-of-way maintenance
- Purchase replacement field maintenance equipment for athletic fields

## Parks and Recreation

- Develop parks master plan
- Implement youth lacrosse program

## Special Appropriations

- Town Center Complex Civil Engineering Design
- Continuance of partnership agreement with Chamber of Commerce

## Capital Improvement Program

- Street and park capital fees remain the same, water/sewer capital fees eliminated
- Construction of Granite Falls Boulevard from Rogers Road to Grand Rock Way
- Erection of lighting at the intersection of the Bypass and East Young Street to improve safety
- Research and purchase property for future athletic complex

## Future Funding (not reflected in budget)

- Two (2) Traffic Enforcement Officers for the Police Department
- Upgrades to Community School Park through Wake County



# Strategic Goals & Action Plan

## GOAL #1: To Improve the overall appearance of the Town of Rolesville



NO.	OBJECTIVES	LEAD RESPONSIBILITY	TIME FRAME	FOCUS
I.1	Cleanout sediment and debris within and around curbs and gutters	Public Works	Monthly	Focus shall be on North Main St, South Main St, East Young St, West Young St, Rogers Rd, & Burlington Mills Rd
I.2	Collect litter and trim back vegetation along roadways	Public Works	Weekly	Focus shall be on South Main St and North Main St in installing trash cans at various locations and cutting back vegetation encroaching towards roadway
I.3	Update maintenance and appearance standards of roadways	Public Works	November 2017	Change standards of standard traffic sign posts, maintenance of roadways, etc. along North Main and South Main Streets
I.4	Improve and add street lights to improve visibility and safety	Admin	December 2017 (area #1) June, 2018 (area #2)	Focus of improvement shall be on (area #1) South Main St. from Burlington Mills Rd to Lonnie Dr and (area #2) intersection of East Young St and Bypass/Louisburg Rd
I.5	Update and/or replace Christmas decorations	Admin & Public Works	November 2017	Focus shall be on entire town with replacement of existing lights and expansion into other areas in the future
I.6	Become more proactive with zoning code enforcement	Planning	Weekly	Focus shall be on transitioning from a re-active to a pro-active stance on enforcement of all standards
I.7	Update lighting, setbacks, design, and street standards ordinances	Planning	April 2018	Focus shall be updating the code to improve the appearance of buildings and future upkeep





# Strategic Goals & Action Plan



## GOAL #2: Increase Economic Development Efforts

NO.	OBJECTIVES	LEAD RESPONSIBILITY	TIME FRAME	FOCUS
2.1	Attract more retail development and improve the tax base	Admin	Ongoing	Focus shall be on improving the tax base of residential vs. non-residential percentage of 86/14 to 80/20 within the next five years
2.2	Identify a location for a business park and begin work on master plan	Admin	July 2017 (identify property), December 2017 (agreement with owners), June 2018 (quotes on master plan)	Focus shall be on identifying properties on future land use plan, potential rezoning, working with property owners, and developing a master plan
2.3	Develop economic development strategy (full time position vs. contract, benchmarks, branding, and marketing)	Elected Officials & Admin	TBD	Focus shall be on putting a strategy in place to make Rolesville sustainable and economically viable for the future
2.4	Update incentive policy	Elected Officials	TBD	Focus shall be improving our existing incentive policy so as to make it more beneficial for businesses to locate in Rolesville
2.5	Work with the City of Raleigh involving development restriction within the Little River Watershed	Admin & Planning	December 2017	Focus shall be on improving the development requirements for properties located within the existing Little River Watershed
2.6	Work with Wake County involving ETJ extension request	Planning	December 2017	Focus shall be on expanding Rolesville's jurisdiction and developmental controls

## GOAL #3: Expand Municipal Athletic Facilities



NO.	OBJECTIVES	LEAD RESPONSIBILITY	TIME FRAME	FOCUS
3.1	Purchase land	Elected Officials	August 2017	Focus shall be on acquiring land (100 acres or more) to expand the recreation programming offered by the Town of Rolesville so that there is less reliance on the WCPSS or other entities
3.2	Develop master plan for newly purchased land	Parks & Rec	August 2018	Focus shall be on designing the best plan to improve the land purchased so as to maximize efficiency
3.3	Develop civil engineering for phasing of master plan	Parks & Rec	December 2018	Focus shall be on engineering the phase I and/or future phases of the master plan

# Total Budget Summary

## GOAL #4: Improve the Town Center Complex



NO.	OBJECTIVES	LEAD RESPONSIBILITY	TIME FRAME	FOCUS
4.1	Develop civil engineering of critical infrastructure for Town Center Complex	Admin & Planning	December 2017	Focus shall be in engineering the critical infrastructure (roadway, water, sewer, storm-water controls, etc.) to service the future facilities within the Town Center Complex
4.2	Design architectural plans for facility to service Rolesville Police Department	Police	December 2017	Focus shall be on architectually designing a building that will serve the Town of Rolesville Police Department
4.3	Research potential of using impact fees for infrastructure development	Town Attorney	June 2017	Focus shall be for the Town Attorney to obtain an opinion from the North Carolina Attorney General's Office regarding clarification of the existing impact fee legislation

## GOAL #5: Continue to improve community relations

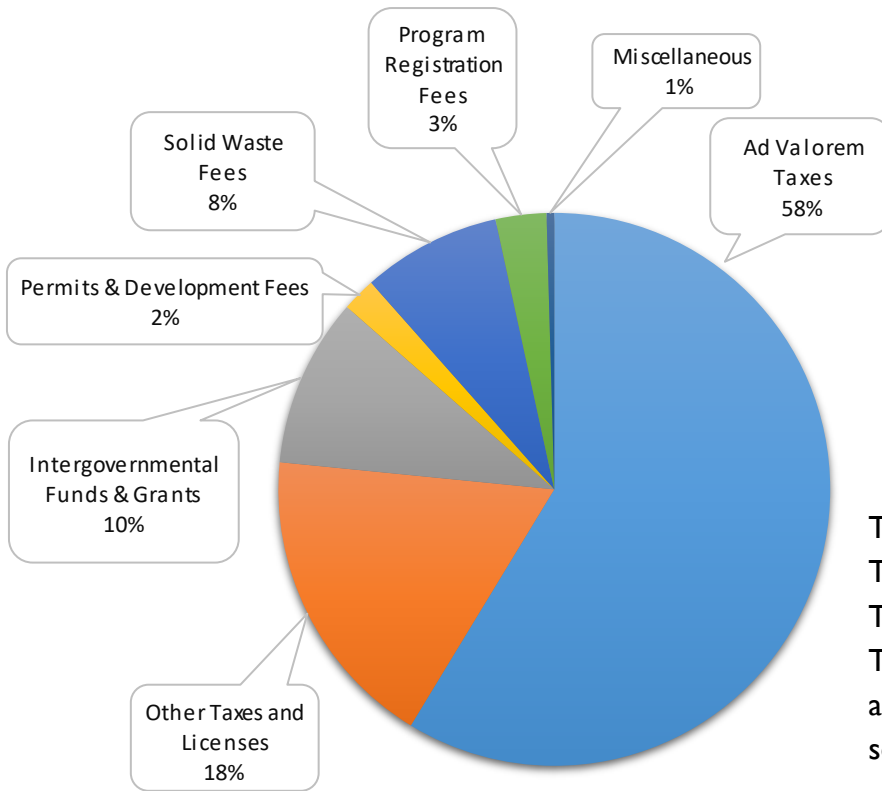


NO.	OBJECTIVES	LEAD RESPONSIBILITY	TIME FRAME	FOCUS
5.1	Continue to improve communication with the Citizens informing them of upcoming events	All	Ongoing	Focus shall be on continually finding ways to notify the public of meetings, special events, and other matters of interest so as to make sure a citizens and businesses are informed
5.2	Continue to improve communication and support with both the public and private schools helping to inform the public about associated events	All	Ongoing	Focus shall be on continually improving communication and support with all public and private schools and informing the public about their events
5.3	Continue to improve the communication and support to the Rolesville Chamber of Commerce while helping to inform the public about associated events	All	Ongoing	Focus shall be on continually improving communication and support with the Rolesville Chamber of Commerce and informing the public about their events
5.4	Continue to improve the communication and support to the Historic Rolesville Society while helping inform the public about associated events	All	Ongoing	Focus shall be on continually improving communication and support with the Historic Rolesville Society and informing the public about their events
5.5	Continue to improve the communication and support to the Rolesville Rural Fire Department helping to inform the public about associated events	All	Ongoing	Focus shall be on continually improving communication and support with the Rolesville Rural Fire Department and informing the public about their events

# Total Budget Summary

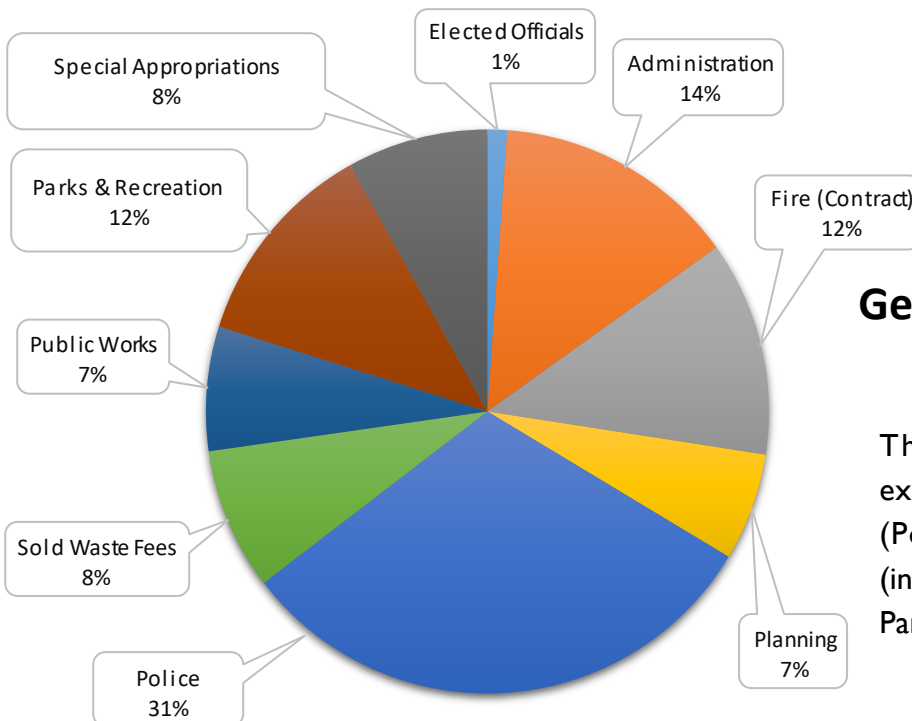
	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY2016-17 ADOPTED	FY2017-18 ADOPTED
<b>GENERAL FUND</b>				
Revenues				
Ad Valorem Taxes	\$2,966,992	\$3,281,410	\$3,650,000	\$3,968,100
Taxes & Licenses	899,631	1,058,223	997,850	1,207,750
Unrestricted Intergovernmental	380,971	445,082	403,980	441,480
Restricted Intergovernmental	220,943	319,106	276,486	227,523
Permits and Fees	210,175	172,975	116,700	133,600
Sales and Services	723,003	775,944	733,000	751,000
Other Revenue	37,494	1,785,241	158,400	30,300
<b>TOTAL</b>	<b>\$5,439,207</b>	<b>\$7,837,980</b>	<b>\$6,336,416</b>	<b>\$6,759,753</b>
Expenditures				
Elected Officials	\$59,137	\$68,988	\$63,737	\$76,183
Administration	542,289	634,904	860,752	946,016
Planning	236,879	250,247	289,868	416,966
Police	1,861,311	1,815,517	1,997,059	2,094,620
Public Works	871,232	948,969	1,244,451	1,031,939
Parks and Recreation	629,875	649,831	712,960	813,436
RRFD Contribution	668,195	750,200	766,500	833,301
Special Appropriations	600,667	2,044,521	401,089	547,292
<b>TOTAL</b>	<b>\$5,469,587</b>	<b>\$7,163,178</b>	<b>\$6,336,416</b>	<b>\$6,759,753</b>
<b>UTILITY RESERVE FUND</b>				
Revenues	\$1,105,880	\$1,511,787	\$845,550	\$517,050
Expenditures	\$632,587	\$875,315	\$845,550	\$517,050
<b>CAPITAL PROJECTS FUND</b>				
Revenues		\$1,353,189	\$657,000	\$4,656,500
Expenditures		\$79,262	\$657,000	\$4,656,500
<b>PARKS RESERVE FUND</b>				
Revenues	\$256,968			
Expenditures	\$175,000			
<b>GRAND TOTAL - ALL FUNDS</b>				
Revenues	\$6,802,055	\$10,702,957	\$7,838,966	\$11,933,303
Expenditures	\$6,277,174	\$8,117,755	\$7,838,966	\$11,933,303

# Comparison Charts



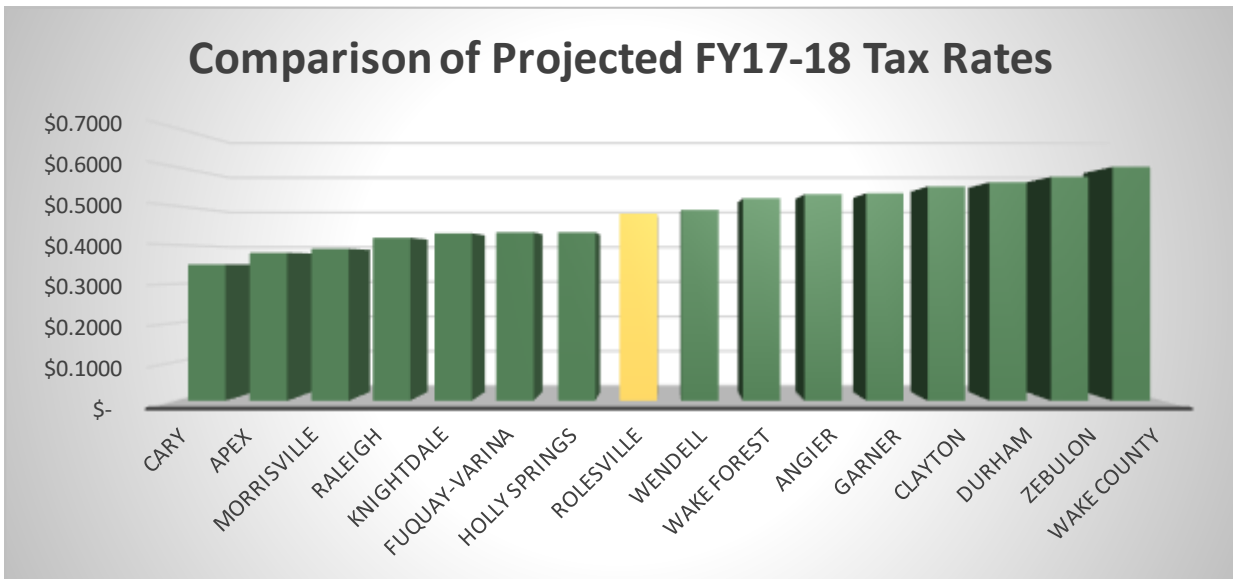
## General Fund Revenues FY 2017-18

The primary source of revenues for the Town continues to be the property tax. The largest component of the Other Taxes and Licenses category is the Sales and Use Tax, which is also a substantial source of General Fund revenues.

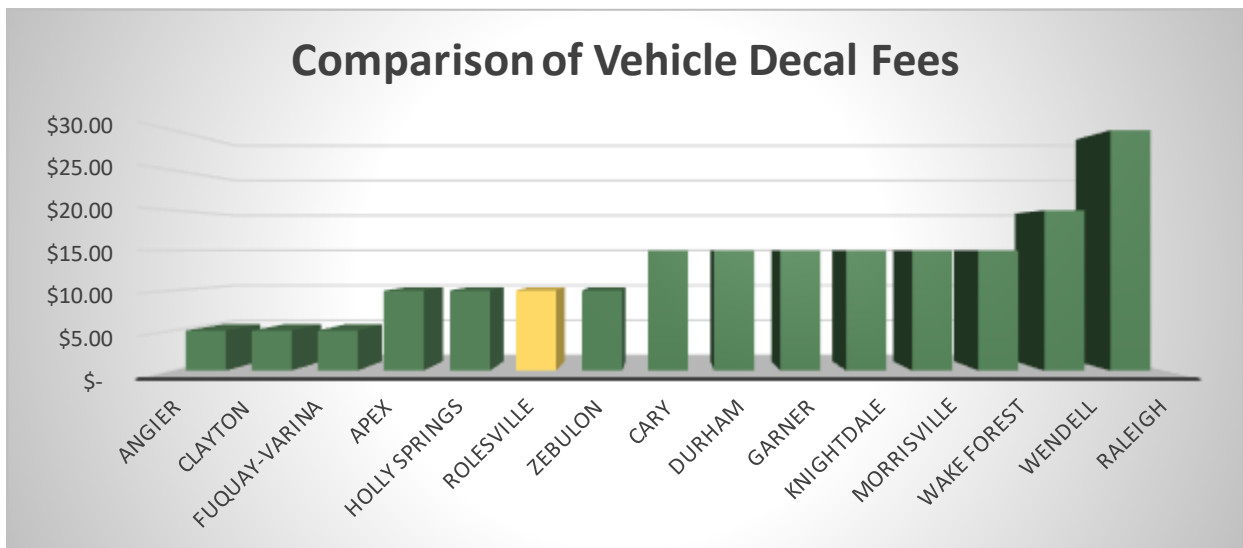


## General Fund Expenditures FY 2017-18

The Town's primary areas of expenditure are for Public Safety (Police and Fire), Administration (includes Economic Development), and Parks & Recreation.

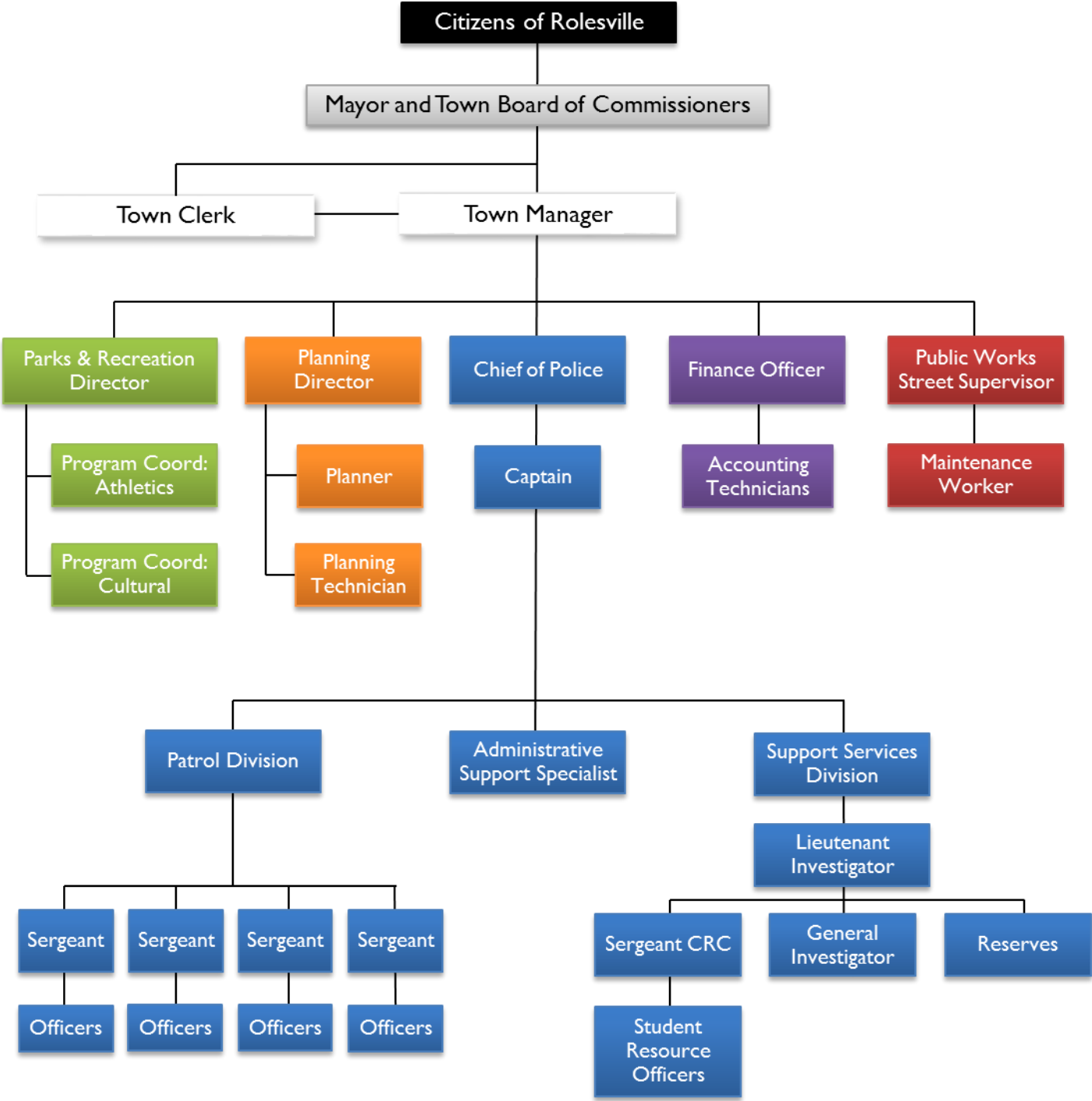


The budget includes a tax rate of **\$0.48** per \$100 valuation. This rate is the same as the previous fiscal year. Rolesville continues to have a tax rate that is in the moderate range of surrounding municipalities.



The Town's vehicle decal fee is **\$10**, which is in the moderate range of surrounding municipalities. Proceeds of the first \$5 may be used for any public purpose. Proceeds from the next \$10 must be used for transportation related purposes.

# Organization Chart





# Personnel Summary

	FY 2013-14 ADOPTED	FY 2014-15 ADOPTED	FY 2015-16 ADOPTED	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>Administration</b>					
Town Manager	1	1	1	1	1
Town Clerk	1	1	1	1	1
Finance Officer	0.5	1	1	1	1
Economic Development Officer				1	1
Accounting Technician	1	1	1	1.5	2
	3.5	4	4	5.5	6
<b>Planning</b>					
Planning Director	1	1	1	1	1
Planner	1	1	1	1	1
Planning Technician				1	1
	2	2	2	3	3
<b>Police</b>					
Chief of Police	1	1	1	1	1
Police Captain	1	1	1	1	1
Police Lieutenant				1	1
Police Sergeant	2	2	5	5	5
Police Officer	6	9	7	8	8
Traffic Enforcement Officer	1	1	1		
School Resource Officer	1	1	2	2	2
Police Investigator	1	1		1	1
Administrative Support Specialist	1	1	1	1	1
	14	17	18	20	20
<b>Public Works</b>					
Street Superintendent			1	1	1
Maintenance Worker			1	1	1
			2	2	2
<b>Parks and Recreation</b>					
Parks and Recreation Director	1	1	1	1	1
Program Coordinator: Athletics	1	1	1	1	1
Program Coordinator: Cultural		1	1	1	1
Maintenance Worker (part-time)				0.5	0.5
	2	3	3	3.5	3.5
<b>TOTAL EMPLOYEES</b>	<b>21.5</b>	<b>26</b>	<b>29</b>	<b>34</b>	<b>34.5</b>

# General Fund Revenues

## AD VALOREM

- **Ad valorem taxes** are taxes paid on the real and personal property located within the Town's corporate limits. Taxes for real and personal property are levied based upon the preceding January 1 valuations and the tax rate established by the Town. These taxes are billed and collected by Wake County on Rolesville's behalf. *FY17-18 ad valorem revenues are based upon the Town's property valuation as projected by the Wake County Revenue Department and a continued tax rate of 48 cents per \$100 valuation.*
- **Motor vehicle ad valorem taxes** are paid on the motor vehicles located within the Town's corporate limits. Vehicle taxes are billed and collected by the Department of Motor Vehicles at the same time as the vehicle registration. *FY17-18 ad valorem taxes are based on growth projections from the Wake County Revenue Department.*

## TAXES AND LICENSES

- The **local option sales and use tax** is levied by the Wake County Board of Commissioners and is collected by the State of North Carolina on behalf of the County. The local option sales tax rate of 2¢ consists of three separate taxes that are authorized by North Carolina General Statutes: Article 39 1¢ tax, Article 40 ½¢ tax, and Article 42 ½¢ tax. *FY17-18 sales tax revenues are conservatively budgeted based upon current year actual receipts with an estimated growth of 4%.*
- By local act, the Town is authorized to levy a **motor vehicle license tax** of up to \$15 on any vehicle residing in the jurisdiction. This tax is billed and collected by Wake County, in conjunction with the annual property tax bill. *FY17-18 revenues are based on the growth projections from the Wake County Revenue Department.*

## INTERGOVERNMENTAL

- The **franchise tax** is a combination of taxes on telecommunications sales, gross receipts of electric power sales, gross receipts of video programming sales, and an excise tax on piped natural gas. The State of North Carolina distributes these funds to the Town on a quarterly basis. *FY17-18 revenues are conservatively budgeted based upon current year actual receipts. Revenues in this category have remained stable for the past year.*
- **Powell Bill** revenues are the annual appropriation from the State Highway Fund for the proceeds from a 1¾¢ tax on each gallon of motor fuel sold in the state. The Town's annual distribution is based on two factors: a per capita rate and the number of street miles maintained within the Town's corporate limits. The State restricts the use of these funds to primarily the resurfacing of streets. *FY17-18 revenues are conservatively budgeted based upon current year actual receipts.*

## PERMITS & FEES

- This revenue is composed of **development-related permits and fees** charged to developers, builders, and homeowners for new construction and additions/alterations to property. *FY17-18 revenues are based upon continued moderate growth within the Town limits. Staff estimates 150 new single family dwelling permits this fiscal year.*

## SALES & SERVICES

- The primary source of revenue in this category is **solid waste fees**. These fees are billed to homeowners on a bi-monthly basis, and represent the cost recovery of providing curbside garbage, recycling, and yard waste collection to Town residences. State statutes restrict the use of these funds to the provision of solid waste services. *FY17-18 revenues are based upon continued moderate growth, and all revenues are offset by corresponding solid waste service expenditures.*
- Also included in this category are **recreation user fees** from cultural program registration, athletic program registration, facility rentals, and other special events. *FY17-18 revenues are based upon limited growth, as many athletic programs have maximized the space available.*

## General Fund Revenues

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>Ad Valorem</b>					
11-301-01	Ad Valorem Taxes	2,749,757	2,997,889	3,321,500	3,600,100
11-301-02	Ad Valorem Taxes-DMV	217,235	283,521	328,500	368,000
<b>Taxes &amp; Licenses</b>					
11-305-01	Local Option Sales Tax	850,692	1,006,642	950,000	1,148,900
11-305-02	Motor Vehicle Tax	46,967	50,604	47,000	58,000
11-305-03	Rental Vehicle Tax	850	977	850	850
11-305-04	Business License	1,123			
<b>Intergovernmental - Unrestricted</b>					
11-310-01	Franchise Tax	338,104	395,573	360,000	390,000
11-310-02	Beer & Wine Excise Tax	21,100	22,065	22,000	23,000
11-310-03	ABC	19,378	24,930	19,500	26,000
11-310-04	Wake - Satellite Commission	574	534	500	500
11-310-05	Raleigh - Water Commission	1,815	1,980	1,980	1,980
<b>Intergovernmental - Restricted</b>					
11-310-20	USDA Payment Received	38,408	38,555	38,648	38,685
11-310-21	Powell Bill	130,990	142,189	140,000	148,000
11-310-22	Solid Waste Disposal Tax	3,121	3,101	3,000	3,000
11-310-23	Federal & State Grants	48,425	135,111	94,838	37,838
11-310-25	Drug Forfeiture		150		
<b>Permits &amp; Fees</b>					
11-315-01	Subdivision Plan Review	7,567	6,988	1,000	4,500
11-315-02	Commercial Plan Review	984	990	200	1,100
11-315-03	Variance Application			500	
11-315-04	Zoning/Annexation Request	2,786	4,706	2,000	1,800
11-315-05	Thoroughfare Fees	82,362			
11-315-25	Engineering Fees	1,000	2,260	500	2,000
11-315-26	Inspections	41,785	65,325	50,000	50,000
11-315-27	Building Permits	52,037	56,590	45,000	50,000
11-315-29	Fire Safety Inspections	3,841	4,206	2,500	4,200
11-315-30	Other Permits & Fees	17,812	31,910	15,000	20,000
<b>Sales &amp; Services</b>					
11-320-01	Solid Waste Fees	518,515	585,822	550,000	550,000
11-330-01	Facility Rental	26,035	23,905	24,000	24,000
11-330-02	Programs	16,087	24,800	12,000	10,000
11-330-03	Special Events	7,920	7,339	7,000	6,000
11-330-04	Youth Baseball Signup	60,471	57,836	52,000	50,000
11-330-05	Youth Basketball Signup	25,283	26,168	24,000	24,000
11-330-06	Youth Football & Cheer Signup	7,813	6,663	6,500	5,000
11-330-07	Youth Soccer Signup	23,456	15,278	11,500	27,000
11-330-08	Youth Lacrosse Signup				5,000
11-330-10	Adult Softball Signup	6,863	5,000	5,000	5,000
11-330-15	Sponsorships	16,900	16,537	15,000	20,000
11-330-16	Concessions	9,286	6,596	7,000	7,000
11-330-17	Summer Camp			18,000	18,000
11-330-25	P&R Miscellaneous	4,374		1,000	

# General Fund Revenues (con't)

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>Other Revenue</b>					
11-335-01	Copies	73	16		
11-335-03	Property & Equipment Rental	11,600	13,200	10,000	14,000
11-335-04	Civil Citations - School System	105	250	500	500
11-335-06	Clerk of Court Fee	1,964	1,965	1,800	1,800
11-335-20	Police Program Donations		1,100		
11-335-50	Miscellaneous Revenue	23,106	6,106	1,500	1,500
<b>Investment Income</b>					
11-340-01	Interest - General Fund	564	6,480	3,000	10,000
11-340-02	Interest - Powell Bill	81	1,124	600	2,500
<b>Fund Balance Appropriations &amp; Transfers</b>					
11-380-08	Loan Proceeds		1,755,000		
11-390-01	General Fund Appropriation				
11-390-02	Powell Bill Fund Appropriation			141,000	
	<b>TOTAL</b>	<b>5,439,207</b>	<b>7,837,980</b>	<b>6,336,416</b>	<b>6,759,753</b>

The Rolesville Board of Commissioners is the Town's governing body, consisting of a Mayor and five (5) Commissioners elected to serve staggered four-year terms. The Board provides leadership and strategic vision for the Town. The Board considers and adopts policy, ordinances, and resolutions to provide for the health, safety, and overall quality of life for all Rolesville citizens.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>					
11-410-01	Salaries	47,228	47,701	48,177	49,382
11-410-04	FICA	3,613	3,649	3,710	3,951
11-410-20	Telephone & Data	860	1,228	1,400	1,400
11-410-25	Training & Travel	2,231	2,693	4,000	4,000
11-410-26	Dues & Fees	1,856	1,541	1,450	1,450
11-410-41	Miscellaneous	939	3,239	1,000	1,000
11-410-53	Elected Officials Meals	2,411	2,283	4,000	4,000
11-410-54	Elections		6,654		11,000
<b>TOTAL</b>		<b>59,137</b>	<b>68,988</b>	<b>63,737</b>	<b>76,183</b>



# Administration

The Administration Department executes the mission of the Board to promote, enhance, and sustain the quality of life for residents, businesses, and visitors. Functions included in this department encompass Town day to day management, public records, human resources, financial management, and solid waste billing and collections.

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>				
11-420-01 Salaries	195,044	242,293	360,376	332,556
11-420-04 FICA	16,418	17,669	27,749	26,604
11-420-05 Retirement	27,123	29,901	44,327	42,401
11-420-06 Insurance	20,384	27,958	42,450	46,500
11-420-19 Liability Insurance	7,127	4,603	5,500	6,000
11-420-20 Telephone & Data	5,369	3,268	5,500	5,500
11-420-21 Utilities	7,826	9,677	10,000	15,600
11-420-22 Postage	5,951	6,782	9,000	7,900
11-420-23 Office Supplies	5,054	5,427	6,000	8,000
11-420-24 Computer Software & Services	20,025	25,468	75,500	44,705
11-420-25 Training & Travel	6,201	6,111	9,500	9,500
11-420-26 Dues & Fees	21,896	22,146	23,550	29,000
11-420-27 Advertising & Marketing	682	149	250	600
11-420-30 Maint & Repair - Buildings & Grounds	4,505	13,766	10,000	15,000
11-420-31 Maint & Repair - Equipment		16		
11-420-32 Maint & Repair - Vehicles			1,000	3,000
11-420-33 Motor Fuels		132	150	1,200
11-420-34 Equipment Lease	4,035	4,636	4,500	4,700
11-420-35 Office Space Lease	83,785	41,892		
11-420-36 Professional Services	102,210	159,413	190,000	224,000
11-420-37 Contracted Services		750		108,000
11-420-48 Refunds	377		400	400
11-420-49 Miscellaneous	1,232			
11-420-52 Maint & Repair - Rental	5,393	863	4,000	4,000
11-420-81 Equipment & Furniture	1,651	5,003	1,000	2,850
11-420-83 Construction & Improvements		6,980	30,000	8,000
<b>TOTAL</b>	<b>542,289</b>	<b>634,904</b>	<b>860,752</b>	<b>946,016</b>



The Planning Department provides research and advisory services related to the development of the Town. The primary functions of the department are land use and development, long range planning, permitting compliance with State building code, and code enforcement. The Planning Department is responsible for the administration, interpretation, and enforcement of the Unified Development Ordinance (UDO). Staff also provides support to the Planning Board and Board of Adjustment.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>					
11-490-01	Salaries	117,240	119,651	160,057	177,761
11-490-02	Temporary				2,500
11-490-04	FICA	8,940	8,683	12,324	14,221
11-490-05	Retirement	14,063	13,736	19,687	22,664
11-490-06	Insurance	10,144	10,748	22,500	21,420
11-490-19	Liability Insurance	1,875	3,919	4,500	4,700
11-490-20	Telephone & Data	2,058	1,783	3,000	3,000
11-490-22	Postage				500
11-490-23	Office Supplies	135	258	900	1,500
11-490-24	Computer Software & Services	325		1,500	15,200
11-490-25	Training & Travel	1,873	785	4,500	4,500
11-490-26	Dues & Fees	156	464	750	850
11-490-27	Advertising & Marketing	857	2,224	3,000	3,000
11-490-32	Maint & Repair - Vehicles	653	30	900	900
11-490-33	Motor Fuels	118	270	250	250
11-490-37	Contracted Services	47,824	50,945	50,000	100,000
11-490-48	Refunds	350	1,280	1,000	1,000
11-490-51	Departmental Projects	30,268	24,747		40,500
11-490-81	Equipment & Furniture		10,724	5,000	2,500
	<b>TOTAL</b>	<b>236,879</b>	<b>250,247</b>	<b>289,868</b>	<b>416,966</b>



# Police

The Police Department is responsible for the protection of life and property within the Town limits. Major functions of this department include routine patrol, enforcement of local and state criminal law, traffic control and enforcement, criminal investigation, evidence control, community education, and police-community relations.



		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>					
11-510-01	Salaries	803,319	933,123	1,062,329	1,112,747
11-510-02	Temporary	13,649	17,628	15,000	15,000
11-510-03	Overtime	16,886			
11-510-04	FICA	63,865	71,329	83,273	90,220
11-510-05	Retirement	100,978	110,926	138,376	149,973
11-510-06	Insurance	99,582	114,329	160,800	153,600
11-510-08	Police Separation Allowance	13,974	13,457	4,141	
11-510-19	Liability Insurance	42,945	53,475	55,000	61,200
11-510-20	Telephone & Data	15,054	18,602	20,480	26,000
11-510-21	Utilities	5,320	7,350	11,880	11,300
11-510-22	Postage				350
11-510-23	Office Supplies	3,360	3,855	4,000	3,650
11-510-24	Computer Software & Services	10,855	59,142	24,930	26,030
11-510-25	Training & Travel	8,987	16,984	28,000	28,000
11-510-26	Dues & Fees	553	1,483	1,200	1,200
11-510-27	Advertising & Marketing		8,113	2,500	2,500
11-510-28	Uniforms	17,122	16,869	13,550	25,100
11-510-30	Maint & Repair - Buildings & Grounds	5,804	6,033	7,700	7,700
11-510-31	Maint & Repair - Equipment	2,249	3,674	5,350	5,350
11-510-32	Maint & Repair - Vehicles	14,003	17,720	24,000	25,000
11-510-33	Motor Fuels	30,486	24,090	45,000	38,000
11-510-34	Equipment Lease	3,856	4,580	5,000	3,700
11-510-35	Office Space Lease	44,883	58,232	58,750	58,750
11-510-37	Contracted Services	38,221	47,029	58,900	62,950
11-510-50	Departmental Supplies	4,226	3,717	4,000	4,000
11-510-53	Investigation & Drug Enforcement	3,910	3,737	5,350	5,350
11-510-54	Drug Forfeiture		1,294		
11-510-55	Civil Citations - School System	105	250	500	500
11-510-56	Camp CARE	4,372	9,459	5,000	5,000
11-510-57	Athletic League				
11-510-58	DARE Program		1,500	2,500	4,500
11-510-59	Community Outreach				
11-510-81	Equipment & Furniture	70,189	101,570	34,100	43,700
11-510-82	Vehicles	283,749	64,828	94,310	102,000
11-510-83	Construction & Improvements	117,668			
11-510-90	Debt Service Principal	19,384	19,730	20,065	20,500
11-510-91	Debt Service Interest	1,756	1,410	1,075	750
	<b>TOTAL</b>	<b>1,861,311</b>	<b>1,815,517</b>	<b>1,997,059</b>	<b>2,094,620</b>

The Public Works function contributes to citizen safety by maintaining Town infrastructure. These duties include maintenance and repair of public streets, rights of way, storm drainage, street signs, park facilities, and other Town buildings and grounds. Other major expenditures included in this program include contracted solid waste collection (garbage, recycling, yard waste), street lighting, and the Powell Bill resurfacing program. Such duties are not the responsibility of the Department's staff but are logically under the overall infrastructure maintenance.

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>				
11-600-01 Salaries		87,548	86,707	88,674
11-600-02 Temporary			15,000	15,000
11-600-03 Overtime			500	
11-600-04 FICA		6,570	7,831	8,294
11-600-05 Retirement		9,552	10,665	11,306
11-600-06 Insurance		10,048	15,000	14,280
11-600-19 Liability Insurance		6,359	8,000	6,000
11-600-20 Telephone & Data		1,337	1,500	2,400
11-600-21 Utilities		4,614	4,600	8,000
11-600-23 Office Supplies		384	1,000	1,000
11-600-28 Uniforms		2,070	2,000	1,000
11-600-30 Maint & Repair - Buildings & Grounds		687	2,000	2,000
11-600-31 Maint & Repair - Equipment		201	2,000	2,000
11-600-32 Maint & Repair - Vehicles		3,796	8,000	8,000
11-600-33 Motor Fuels		3,120	5,000	5,000
11-600-37 Contracted Services	397,411	436,953	550,000	550,000
11-600-48 Refunds	20,250			
11-600-50 Departmental Supplies		3,920	4,000	4,000
11-600-53 Street Expense	4,965	4,425	6,000	6,000
11-600-54 Street Expense (Powell Bill)	52,784			
11-600-55 Street Cleaning (Powell Bill)	6,346			
11-600-56 Snow & Debris Removal	4,450			
11-600-57 Street Lights	150,996	155,580	191,000	191,000
11-600-58 Christmas Decorations	11,777	2,626	4,000	29,000
11-600-73 Construction & Improvements	35,611			
11-600-74 Resurfacing	148,234		276,000	
11-600-81 Equipment & Furniture		30,795	5,000	16,300
11-600-82 Vehicles		139,829		24,000
11-600-90 Debt Service Principal	15,500	16,500	17,500	18,500
11-600-91 Debt Service Interest	22,908	22,055	21,148	20,185
<b>TOTAL</b>	<b>871,232</b>	<b>948,969</b>	<b>1,244,451</b>	<b>1,031,939</b>

# Parks and Recreation



The Parks and Recreation Department seeks to enhance the quality of life for Town residents by providing recreational areas and quality programming. The department's major functions include park facility development and maintenance, athletic programs, cultural programs, summer camp, special community events, and facility rental.

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>				
11-620-01 Salaries	150,323	162,842	185,563	200,195
11-620-02 Temporary	23,813	40,803	55,000	52,000
11-620-04 FICA	13,293	15,230	18,523	20,176
11-620-05 Retirement	18,144	18,578	22,824	25,525
11-620-06 Insurance	15,254	16,520	26,250	24,990
11-620-19 Liability Insurance	5,460	7,344	7,600	8,100
11-620-20 Telephone & Data	3,836	3,407	4,500	7,000
11-620-21 Utilities	37,677	39,133	40,000	45,000
11-620-22 Postage				100
11-620-23 Office Supplies	1,111	1,039	1,500	1,500
11-620-24 Computer Software & Services	1,563	6,249	500	500
11-620-25 Training & Travel	576	1,304	3,000	3,000
11-620-26 Dues & Fees	230	170	600	600
11-620-27 Advertising & Marketing	8,503	15,381	15,000	20,000
11-620-28 Uniforms			5,000	15,000
11-620-30 Maint & Repair - Buildings & Grounds	155,879	98,462	63,000	92,500
11-620-32 Maint & Repair - Vehicles	1,367		500	500
11-620-33 Motor Fuels	760	387	1,000	1,000
11-620-34 Equipment Lease	3,728	3,953		
11-620-35 Office Space Lease	87,148	52,557	20,000	22,000
11-620-37 Contracted Services			10,000	15,000
11-620-48 Refunds	4,072	4,327	7,000	1,000
11-620-50 Departmental Supplies	(76)	829	2,000	2,000
11-620-51 Departmental Projects		46,500		80,000
11-620-53 P&R Programs	11,987	16,006	15,000	15,000
11-620-54 Special Events	1,903	3,361	10,000	15,000
11-620-55 Concessions	3,310	3,830	7,000	8,500
11-620-58 Youth Baseball	44,030	47,506	60,000	60,000
11-620-59 Youth Basketball	13,819	19,722	22,000	15,000
11-620-60 Youth Football & Cheerleading	11,876	12,335	16,000	16,000
11-620-61 Youth Soccer	4,617	5,149	6,000	10,000
11-620-62 Youth Lacrosse				5,000
11-620-65 Adult Softball	5,265	3,491	7,600	5,000
11-620-70 Summer Camp			22,000	25,250
11-620-81 Equipment & Furniture	407	3,416	1,000	1,000
11-620-82 Vehicles			30,000	
11-620-83 Construction & Improvements			27,000	
<b>TOTAL</b>	<b>629,875</b>	<b>649,831</b>	<b>712,960</b>	<b>813,436</b>

# Special Appropriations

The Special Appropriations budget reflects services or functions that are not specifically associated with a particular department. This primarily consists of costs associated with support for the Rolesville Rural Fire Department, unemployment insurance, donations to community organizations, and planning for the future Town Campus.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>EXPENDITURES</b>					
11-700-51	Town Hall Campus	27,717	19,427	30,000	85,000
11-700-53	Rolesville Fire Department	668,195	750,200	766,500	833,301
11-700-54	EWTN Partnership	58,452	56,142	60,000	56,000
11-700-55	Chamber of Commerce		4,000	8,000	12,000
11-700-58	Unemployment Insurance	2,074	1,531	2,000	2,000
11-700-59	Community Groups	11,048	2,500	2,500	2,500
11-700-60	RRFD Facility Partnership		50,000		
11-700-83	Construction & Improvements	447,455	1,788,184		12,500
11-700-85	Contingency			41,151	27,292
11-700-90	Debt Service Principal	51,000	114,552	212,000	161,000
11-700-91	Debt Service Interest	2,922	8,185	45,438	41,000
11-700-95	Retain in Capital Reserve				148,000
	<b>TOTAL</b>	<b>1,268,863</b>	<b>2,794,721</b>	<b>1,167,589</b>	<b>1,380,593</b>



# Utility Reserve Fund

The Utility Reserve Fund reflects revenues received by the Town related to the development of water and sewer infrastructure. A portion of these revenues are collected on behalf of the City of Raleigh, who maintains and operates the water and sewer system within the Town. In the past, the remainder of the revenues were collected as water and sewer impact fees from new development which are used for future potential capital improvements to the water and sewer infrastructure. Starting July 1, 2017, no such fees or revenues will be collected.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>REVENUES</b>					
20-300-15	Water Front Footage	3,171			
20-300-16	Water Acreage	22,730			
20-300-17	Water Capacity	89,775			
20-300-18	Additional Capacity	244,000			
20-300-22	Sewer Front Footage	5,901			
20-300-23	Sewer Acreage	24,296			
20-300-24	Sewer Capacity	84,095			
20-300-25	Neuse River Nitrogen	552,149	772,991	458,850	458,850
20-300-27	Inspection Fees	29,436	37,276	24,600	24,600
20-300-28	Water Meter Sales	41,751	55,077	33,600	33,600
20-300-29	Water/Sewer Services	8,576	9,971		
20-315-03	Water Impact Fee		322,317	164,250	
20-315-04	Wastewater Impact Fee		312,750		
20-340-01	Interest W/S Impact		1,405	164,250	
	<b>TOTAL</b>	<b>1,105,880</b>	<b>1,511,787</b>	<b>845,550</b>	<b>517,050</b>
<b>EXPENDITURES</b>					
20-600-17	Water Capacity	675			
20-600-25	Neuse River Nitrogen	552,149	772,991	458,850	458,850
20-600-27	Inspection Fees	29,436	37,276	24,600	24,600
20-600-28	Water Meter Sales	41,751	55,077	33,600	33,600
20-600-29	Water/Sewer Services	8,576	9,971		
20-600-70	Retain in Capital Reserve			328,500	
	<b>TOTAL</b>	<b>632,587</b>	<b>875,315</b>	<b>845,550</b>	<b>517,050</b>



This Capital Projects Fund reflects revenues received by the Town as impact fees from new development for public recreation and road infrastructure. These funds are expended on capital improvements to recreation facilities, greenways, bikeways, streets, sidewalks, and other allowable projects. This fund also includes revenues and capital expenditures related to payments in lieu of development exactions, as well as other sources of capital project revenues such as grants or intergovernmental agreements.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>REVENUES</b>					
51-315-01	Street Fees		607,476	328,500	328,500
51-315-02	Park Fees		491,730	328,500	328,500
51-315-03	Park Payment in Lieu		24,924		
51-315-04	Street Payment in Lieu		224,000		
51-340-01	Interest - Street Funds		1,546		
51-340-02	Interest - Park Funds		3,513		
51-380-09	Loan Proceeds				2,000,000
51-390-01	Street Fees Fd Bal Approp				225,500
51-390-02	Park Fees Fd Bal Approp				1,300,000
51-390-03	Park Pay in Lieu Approp				
51-390-04	Street Pay in Lieu Approp				474,000
	<b>TOTAL</b>		<b>1,353,189</b>	<b>657,000</b>	<b>4,656,500</b>
<b>EXPENDITURES</b>					
51-600-01	Street Fee Reimbursement		73,512	20,000	
51-600-03	East Young Street		5,750		
51-600-04	Granite Falls Boulevard				1,000,000
51-600-05	401 Bypass Improvements				28,000
51-620-01	Park Fee Reimb			15,000	
51-620-07	Athletic Complex				3,300,000
51-700-70	Retain in Capital Reserve			622,000	328,500
	<b>TOTAL</b>		<b>79,262</b>	<b>657,000</b>	<b>4,656,500</b>

# Parks Reserve Fund

This Parks Reserve Fund was merged with the Capital Projects Fund in FY2015-16. Prior to that time it was used to account for impact fees, payments in lieu, and grants related to parks and recreation capital projects.

		FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 ADOPTED	FY 2017-18 ADOPTED
<b>REVENUES</b>					
62-360-10	Park Fees	256,968			
<b>TOTAL</b>		<b>256,968</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
62-440-50	Playground/Main St Park Improv	80,000			
62-440-60	Middle School Amenities	93,000			
62-440-48	Refund Park Fees	2,000			
<b>TOTAL</b>		<b>175,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

## What is the Capital Improvement Plan?

The Capital Improvement Plan (CIP) is a five (5) year plan identifying and forecasting the Town’s capital projects and acquisitions. By providing a schedule of public improvements and projects, the CIP outlines present and future public needs and priorities. The CIP estimates capital costs to be incurred to complete each project, identifies funding sources for each, and sets a vision of how current and future budgets will be affected. A capital improvement, or asset, is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan/vision, and/or project in which the cost exceeds \$5,000 and the estimated useful life is greater than five (5) years.

The Town identifies the estimated costs and potential funding sources for each capital project prior to inclusion in the CIP. Each project is scored and ranked according to specific criteria. This system will assist in the setting of priorities for capital expenditures because not all requests can be funded in any given year due to budgetary constraints.

### Criteria Categories

- CRITERIA #1 Health, Safety, and General Welfare**  
Projects or needs that protect the health, safety, and general welfare of the community and the employees serving it.
- CRITERIA #2 Maintenance and Replacement**  
Projects or needs that provide for the maintenance of existing systems and equipment.
- CRITERIA #3 Expansion of Existing Programs and Facilities**  
Projects that allow for the expansion of services by enhancing existing services or needs.
- CRITERIA #4 New Programs**  
Projects or needs that allow for the development of new programs and services.

### Priority Categories

- HIGH—Project or Need;**
  - is mandated by federal, state or local regulation; or
  - is a high priority of the Mayor and Board of Commissioners; or
  - substantially reduces losses or increases revenues.
- MEDIUM—Project or Need;**
  - maintains existing levels of service; or
  - results in better efficiency or service delivery; or
  - reduces operational costs; or
  - improves workforce morale.
- LOW—Project or Need;**
  - is not mandated; or
  - improves the quality of life.

### PRIORITY

		High	Medium	Low
<u>CRITERIA</u>	1. Health, Safety & Welfare	H1	M1	L1
	2. Maintenance & Replacement	H2	M2	L2
	3. Expansion of Existing	H3	M3	L3
	4. Expansion of New	H4	M4	L4

## CIP 2017-2022

Funding Source	Fiscal Year					TOTALS
	2017 to 2018	2018 to 2019	2019 to 2020	2020 to 2021	2021 to 2022	

TRANSPORTATION						
<b>REVENUES</b>						
Street fees new revenues	328,500	328,500	328,500	328,500	328,500	1,642,500
Street fees fund balance (\$1,118,694)	225,500	617,500	-	-	-	897,000
Granite Falls Blvd fund balance (\$474,000)	474,000	-	-	-	-	474,000
<b>TOTAL</b>	<b>1,028,000</b>	<b>1,000,000</b>	<b>328,500</b>	<b>328,500</b>	<b>328,500</b>	
<b>EXPENDITURES</b>						
Lighting intersection of Bypass & E Young St	28,000	-	-	-	-	28,000
Construction of Granite Falls Boulevard	1,000,000	-	-	-	-	1,000,000
Construction of Town Center Complex Phase I		1,000,000	-	-	-	1,000,000
Reserve for sidewalk additions	-	-	328,500	328,500	328,500	985,500
<b>TOTAL</b>	<b>1,028,000</b>	<b>1,000,000</b>	<b>328,500</b>	<b>328,500</b>	<b>328,500</b>	

RESURFACING						
<b>REVENUES</b>						
Powell Bill new revenues	148,000	148,000	148,000	148,000	148,000	740,000
Powell Bill fund balance (\$308,033)	-	-	-	-	-	-
<b>TOTAL</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	
<b>EXPENDITURES</b>						
Reserve for road resurfacing	148,000	148,000	148,000	148,000	148,000	740,000
<b>TOTAL</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	

PARKS						
<b>REVENUES</b>						
Park fees new revenues	328,500	328,500	328,500	328,500	328,500	1,642,500
Park fees fund balance (\$2,108,361)	1,300,000	81,500	-	221,500	461,500	2,064,500
Grants	-	-	625,000	-	-	625,000
Wake County interlocal agreement	370,000	-	-	-	-	370,000
Debt financing	2,000,000	-	3,500,000	2,400,000	19,100,000	27,000,000
<b>TOTAL</b>	<b>3,998,500</b>	<b>410,000</b>	<b>4,453,500</b>	<b>2,950,000</b>	<b>19,890,000</b>	
<b>EXPENDITURES</b>						
RCSP light replacement	260,000	-	-	-	-	260,000
RCSP playground	70,000	-	-	-	-	70,000
RSCP fence replacement	40,000	-	-	-	-	40,000
MSP new playground (near Shelter D)	-	100,000	-	-	-	100,000
MBNP disc golf	-	30,000	-	-	-	30,000
MBNP restroom and picnic shelter	-	-	150,000	-	-	150,000
MBNP property expansion for parking	-	-	475,000	-	-	475,000
Greenway culverts	-	-	-	2,400,000	-	2,400,000
New Athletic Complex - property purchase	3,300,000	-	-	-	-	3,300,000
New Athletic Complex - site master plan	-	80,000	-	-	-	80,000
New Athletic Complex - Phase 1 facilities	-	-	3,500,000	-	-	3,500,000
New Athletic Complex - Community Center	-	-	-	-	19,100,000	19,100,000
Reserve for Athletic Complex	328,500	-	128,500	-	-	457,500
Debt service	-	200,000	200,000	550,000	790,000	1,740,000
<b>TOTAL</b>	<b>3,998,500</b>	<b>410,000</b>	<b>4,453,500</b>	<b>2,950,000</b>	<b>19,890,000</b>	

Funding Source	Fiscal Year					TOTALS
	2017 to 2018	2018 to 2019	2019 to 2020	2020 to 2021	2021 to 2022	

<b>GENERAL GOVERNMENT</b>						
<b>REVENUES</b>						
General Fund fund balance	-	-	-	122,100	-	122,100
General Fund revenues - continued	488,000	582,400	749,600	749,600	866,900	3,436,500
General Fund revenues - additional	94,400	167,200	-	117,300	-	378,900
Debt financing	-	-	6,600,000	-	-	6,600,000
<b>TOTAL</b>	<b>582,400</b>	<b>749,600</b>	<b>7,349,600</b>	<b>989,000</b>	<b>866,900</b>	
<b>EXPENDITURES</b>						
Christmas Decorations	25,000	25,000	25,000	-	-	75,000
AV upgrades to Town Hall Council Chambers	-	48,000	-	-	-	48,000
Wayfinding signage	-	120,000	-	-	-	120,000
Town Financial Software upgrade	-	-	80,000	-	-	80,000
Main Street Corridor Study	40,000	-	-	-	-	40,000
UDO update for Form Based Code	-	70,000	-	-	-	70,000
Replacement of handheld 800 Mhz radios	22,600	22,600	-	-	-	45,200
Vehicle fleet replacement	102,000	204,000	255,000	204,000	51,000	816,000
Salt spreader	8,000	-	-	-	-	8,000
Field maintenance equipment	24,000	-	-	-	-	24,000
Brush cutter attachment for existing excavator	8,300	-	-	-	-	8,300
Chevy 2500 Truck	-	-	52,000	-	-	52,000
Second snow plow	-	-	8,000	-	-	8,000
RCSP & RMS periodic infield maintenance	12,500	-	12,500	-	12,500	37,500
Master plan update	80,000	-	-	-	-	80,000
OSAG Plan update	-	40,000	-	-	-	40,000
Civil engineering of Town Center Complex	35,000	-	-	-	-	35,000
Construction of new Police Station	-	-	6,600,000	-	-	6,600,000
Debt service	225,000	220,000	195,000	125,000	125,000	890,000
New debt service	-	-	-	660,000	660,000	1,320,000
Reserve for Town Center Complex	-	-	122,100	-	18,400	140,500
<b>TOTAL</b>	<b>582,400</b>	<b>749,600</b>	<b>7,349,600</b>	<b>989,000</b>	<b>866,900</b>	

<b>WATER/SEWER</b>						
<b>REVENUES</b>						
Water Fees Fund Balance (\$807,446)	-	-	-	-	-	-
Sewer Fees Fund Balance (\$782,020)	-	-	-	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EXPENDITURES</b>						
Reserve for water/sewer capacity purchase	-	-	-	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## OPERATING BUDGET IMPACTS

No significant operating budget impacts are expected from the first year of the CIP. The projects scheduled for the upcoming budget year are primarily oriented around planning, land, infrastructure, or replacement.

Future year CIP items may have more significant operating budget impacts. See the more detailed *Capital Improvement Plan 2017-2022* document for a more in-depth analysis.

# Debt Service

The chart below indicates the total debt service payments due under the terms of each of the Town's financing agreements over the next five-year period. It also offers financing details of each installment agreement:

DESCRIPTION	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
<b>Sewer System - USDA</b> \$600,000; issuance 6/1/1994; final payment due 6/1/2033; 5.5% interest; Raleigh provides revenue for the annual payments	\$38,685.00	\$38,667.50	\$38,595.00	\$38,467.50	\$38,785.00
<b>(5) Police Vehicles</b> \$121,466; issuance 12/20/2013; final payment due 12/20/2018; 1.75% interest	\$21,139.98	\$21,140.01	-	-	-
<b>105A West Young Street</b> \$330,000; issuance 7/2/2015; final payment due 7/2/2020; 1.89% interest	\$69,788.90	\$69,788.90	\$69,788.90	-	-
<b>502 Southtown Circle</b> \$1,425,000; issuance 12/28/2015; final payment due 12/28/2030; 2.77% interest	\$131,841.00	\$129,209.50	\$126,578.00	\$123,946.50	\$121,315.00
<b>Debt Service Total</b>	<b>\$222,769.88</b>	<b>\$220,138.41</b>	<b>\$196,366.90</b>	<b>\$123,946.50</b>	<b>\$121,315.00</b>

## NET DEBT LIMIT

The Town is subject to the Local Government Bond Act of North Carolina, which limits the amount of outstanding net bonded debt to 8% of the assessed value of property subject to taxation. The Town's net debt as a percentage of assessed valuation is projected to be about .24% at June 30, 2017.

Estimated debt at June 30, 2017:

SOURCE OF DEBT	DEBT REMAINING
Sewer System – USDA	\$367,000
(5) Police Vehicles	41,196
105A West Young Street	201,695
502 Southtown Circle	1,330,000
<b>TOTAL</b>	<b>\$1,939,891</b>

Assessed property valuation: **\$803,134,287**

## DEBT SERVICE RATIO

This debt service ratio is the total amount of debt payments as a percentage of total annual expenditures. A high ratio can impact service provision by reducing spending flexibility. The Town's debt service ratio for the General Fund in the upcoming FY 2017-18 budget year is projected to be about 3.3%.

## GOVERNMENTAL FUNDS – CHANGE IN FUND BALANCE

Fund balance is the difference between current financial assets and liabilities reported in a fund. Fund balance is an important tool to avoid cash flow interruptions, generate investment income, eliminate the need for short-term borrowing, and act as a reserve for emergencies.

	FY12-13 ACTUAL	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 PROJECTED	FY17-18 BUDGETED
<b>Beginning Fund Balance</b>	<b>\$2,488,909</b>	<b>\$3,466,836</b>	<b>\$4,667,104</b>	<b>\$5,191,986</b>	<b>\$7,777,187</b>	<b>\$9,239,518</b>
Revenues	4,831,252	5,187,748	6,147,220	7,999,130	9,055,873	7,933,803
Expenditures	(3,849,325)	(4,108,946)	(5,622,338)	(7,168,929)	(7,593,542)	(11,456,803)
Other Financing Source (Use)		121,466		1,755,000		2,000,000
Change	981,927	1,200,268	524,882	2,585,201	1,462,331	(1,763,206)
<b>Ending Fund Balance</b>	<b>\$3,470,836</b>	<b>\$4,667,104</b>	<b>\$5,191,986</b>	<b>\$7,777,187</b>	<b>\$9,239,518</b>	<b>\$7,716,518</b>

## GENERAL FUND UNRESTRICTED FUND BALANCE

The Town Board of Commissioners has an internal fiscal policy of maintaining an unrestricted fund balance of 33% of General Fund expenditures. In addition, the North Carolina Local Government Commission (LGC) monitors the available fund balance of local government units. The LGC will send notice to a governing board when the available fund balance as a percentage of General Fund expenditures falls below an average range of similar-sized communities in the state.

	FY12-13 ACTUAL	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 PROJECTED	FY17-18 BUDGETED
<b>Unrestricted Fund Balance</b>	<b>\$1,527,089</b>	<b>\$2,373,915</b>	<b>\$2,243,414</b>	<b>\$2,711,883</b>	<b>\$2,993,821</b>	<b>\$2,943,821</b>
<i>Unrestricted Fund Balance as a % of General Fund expenditures</i>	40%	60%	41%	46%	45%	44%

As a rapidly growing municipality, Rolesville's General Fund expenditures are increasing each year. As the General Fund expenditures grow, the amount of unrestricted fund balance required to maintain a level within fiscal policy also grows. One method the Town has used to continuously increase its fund balance level is to slightly over budget expenditures and conservatively estimate revenues.

## RESTRICTED FUND BALANCES

This chart shows the relevant restricted fund balances used in making long-term budget decisions. The General Fund includes restricted fund balances for Powell Bill revenues as well as drug forfeiture funds and police charitable donations. The Utility Reserve Fund and Capital Project Fund continue to accumulate fund balance as a result of high growth and new development within the Town limits. The information below reflects the ending fund balance on June 30.

	FY12-13 ACTUAL	FY13-14 ACTUAL	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 PROJECTED	FY17-18 BUDGETED
<b>GENERAL FUND</b>						
Stabilization by State Statute	\$239,679	\$287,567	\$437,466	\$500,546	\$600,000	\$650,000
USDA reserve	\$40,343	\$40,369	\$40,385	\$40,368	\$40,368	\$40,368
Powell Bill	\$386,329	\$433,689	\$357,395	\$500,709	\$308,032	\$456,032
Law enforcement restricted	\$12,210	\$1,294	\$1,294	\$1,250	\$6,774	\$6,774
<b>UTILITY RESERVE FUND</b>						
Water Fees Reserve			\$237,001	\$562,121	\$807,446	\$807,446
Sewer Fees Reserve			\$236,292	\$547,645	\$782,020	\$782,020
<b>CAPITAL PROJECTS FUND</b>						
Street Fees Reserve	\$393,678	\$456,578	\$483,079	\$1,012,839	\$1,118,694	\$893,194
Street Payments In Lieu				\$224,000	\$474,000	
Park Fees Reserve	\$870,681	\$1,071,800	\$1,148,983	\$1,644,226	\$2,023,043	\$1,051,543
Park Payments In Lieu	\$816	\$1,893	\$6,678	\$31,602	\$85,318	\$85,318
<b>TOTAL RESTRICTED FUNDS</b>						
<b>Total Restricted Fund Balances</b>	<b>\$1,943,736</b>	<b>\$2,293,190</b>	<b>\$2,948,573</b>	<b>\$5,065,306</b>	<b>\$6,245,695</b>	<b>\$4,772,695</b>



# Fiscal Policies

## BUDGETARY POLICY

- In accordance with state statutes, the Town will adopt a balanced budget ordinance each year. A budget is balanced when the sum of net revenues and appropriated fund balance equal expenditure appropriations.
- The tax rate will be set each year based on the cost of providing general governmental services and paying debt service. Consideration will be given to future net revenue requirements due to the impacts of capital improvement projects and programmed debt service.
- The Town sets fees that will maximize user charges in lieu of ad valorem taxes for services that can be individually identified and where the costs are directly related to the level of service.
- Expenditure budgets are reviewed by staff, the Town Manager, and Town Board prior to adoption and are continually monitored throughout the budget year. Budgeted funds will only be spent for the purposes for which they are intended.
- For continuing contracts, funds will be appropriated in the annual budget ordinance to meet current year obligations arising under the contract, in accordance with North Carolina General Statutes.

## FUND BALANCE POLICY

- Unassigned fund balance refers to funds that remain available for appropriation after all state statutes, previous designations, and expenditure commitments have been calculated.
- At the close of each fiscal year, the Town will strive to maintain a level of unrestricted fund balance of no less than 33%, which translates to a minimum of 4 months, of general fund expenditures. Any excess funds may be utilized for other municipal purposes, such as but not limited to additional capital improvement needs, debt reduction, and emergency situations.

## CAPITAL IMPROVEMENT POLICY

- The Town will update an annual five year capital improvements program which details each capital project, the estimated cost, description, funding source, and effect on the Town's operating budget.
- The capital improvements program will generally address those capital assets with a value exceeding \$5,000 and a useful life of over five years.
- Restricted revenue sources will be utilized whenever possible before unrestricted sources.

## DEBT POLICY

- The Town will utilize a balanced approach to capital funding using debt financing, fund balance, capital reserves, and pay-as-you-go appropriations.
- No appropriations of the proceeds of a debt instrument will be made except for the purpose for which such debt instrument was intended. Debt financing will not be used to finance current operating expenditures.
- Capital projects financed through the issuance of bonds will be financed for a period not to exceed the expected useful life of the project.
- The sum of general obligation debt and installment purchase debt of the Town will not exceed the North Carolina statutory limit.
- The Town will strive to maintain debt funding flexibility to maximize capacity for both identified and unanticipated capital needs and opportunities.

*Adopted by the Town Board on June 6, 2016.*

## BASIS OF ACCOUNTING

The budget is prepared using the modified accrual basis of accounting for all funds. This approach recognizes revenues when they become measurable and available and expenditures at the time liability is incurred. All revenues and expenditures must be included in the annual budget ordinance or the appropriate capital and/or grant project ordinances. Any operational appropriations that are not expended or encumbered shall lapse.

## BUDGET CALENDAR

The North Carolina Budget and Fiscal Control Act (NCBFCA) establishes the dates by which each stage in the annual budget process is to be completed:

- Departmental requests must be submitted to the Budget Officer by April 30
- Revenue requests must be submitted to the Budget Officer by April 30
- The recommended budget must be submitted to the Governing Board by June 1
- The Governing Board must adopt the annual budget ordinance by July 1

## DEPARTMENTAL REQUESTS

The Budget Officer (Town Manager) gives department heads their operating budget materials and instructions in February. Department heads are responsible for estimating departmental expenditures and revenues.

## RECOMMENDED BUDGET

After careful assessment of organizational needs and priorities, the Town Manager presents a balanced proposed budget to the Town Board. As required by the NCBFCA, the budget also includes a budget message which sets out the Town's goals for the coming year, important features of the activities anticipated in the budget, set forth reasons for changes in programs, and explain major changes to fiscal policy.

## BUDGET ADOPTION

The Board reviews the recommended budget with the Town Manager and staff. A copy of the proposed budget is filed with the Town Clerk and is also available on the Town's website. A public hearing is scheduled prior to the formal adoption of the budget. Adoption of the budget ordinance by the Town Board establishes legal authority to incur expenditures in the ensuing fiscal year.

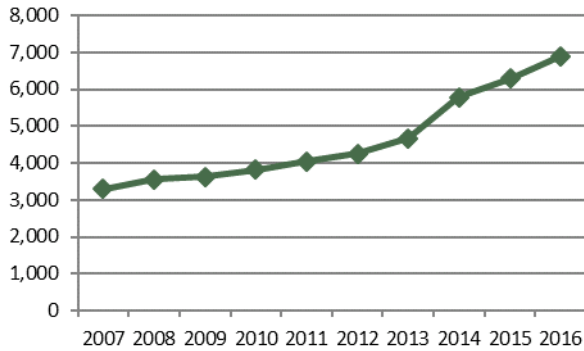
## BUDGET AMENDMENTS

After adoption of the budget ordinance, the Budget Officer (Town Manager) is authorized to transfer appropriations of up to \$5,000 between line items within the same fund. These transfers, however, require a report to the Town Board at least quarterly. All other revisions or budget amendments must be approved by the Town Board through legislative action.

# Strategic Indicators

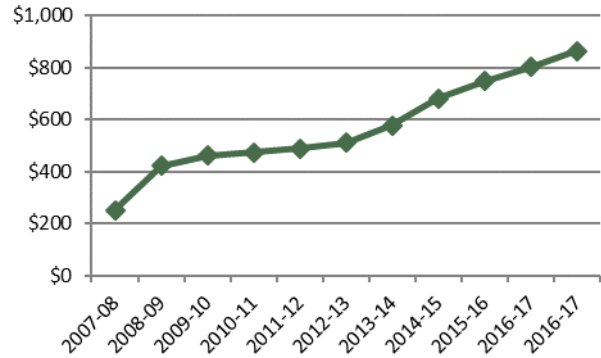
These strategic indicators aid municipal officials in making budgetary decisions. Indicators may reflect changes in economic conditions and the development environment. They are also used to monitor departmental workload and performance. Many of Rolesville's indicators reflect the high rate of growth that the Town is currently experiencing.

**Population**



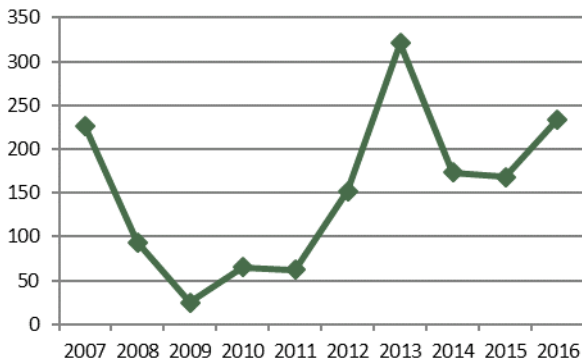
Based on US Census and Planning Department estimations.

**Property Tax Base (in millions)**



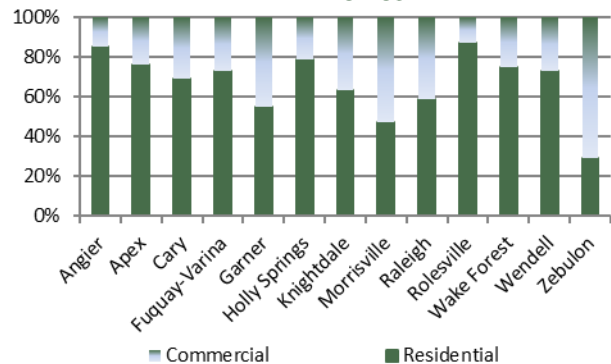
From the Wake County Revenue Department. Includes real, personal, utilities, and motor vehicle valuations.

**New Residential Permits**



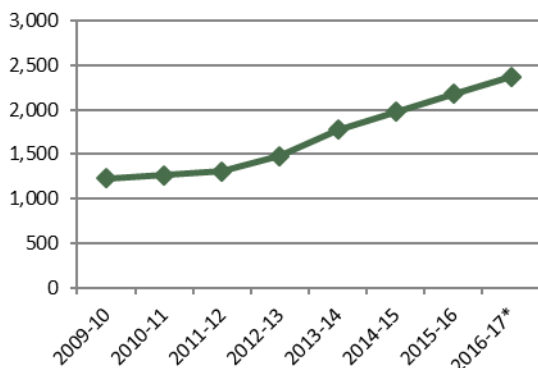
From Planning Department. Includes only permits for new single-family residential construction.

**Tax Base by Type**



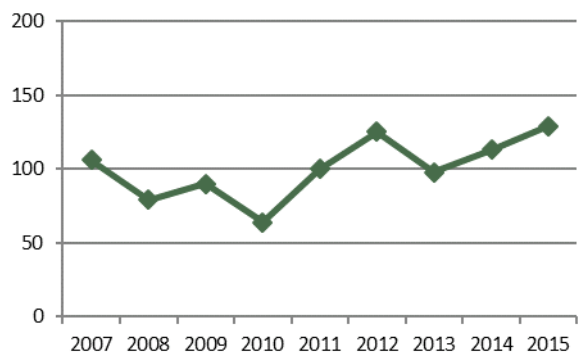
From the Wake County Revenue Department. Data as of January 1, 2016

**# Solid Waste Accounts**



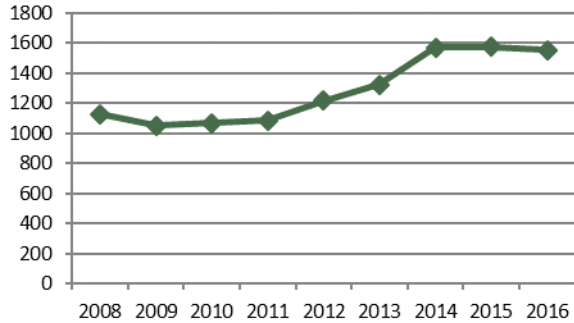
From solid waste billing reports.

**Part I Crimes**



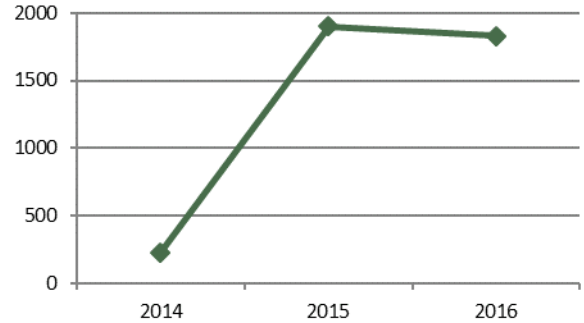
From UCR Part I crimes report. Includes murder, rape, robbery, aggravated assault, burglary, larceny, and motor vehicle theft.

## Participants in Athletic Programs



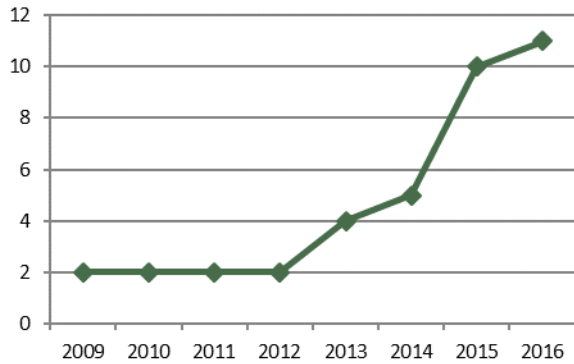
From Parks and Recreation Department.

## Participants in Cultural Programs



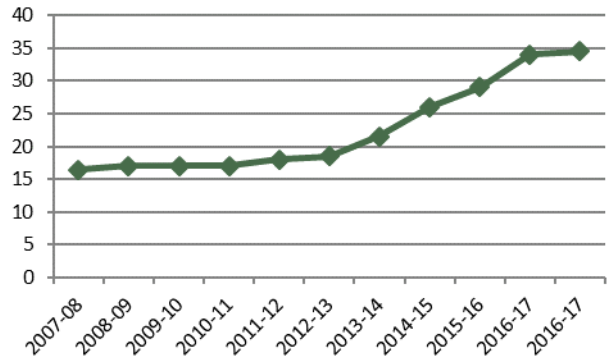
From Parks and Recreation Department. Program expansion began in 2015.

## Special Events



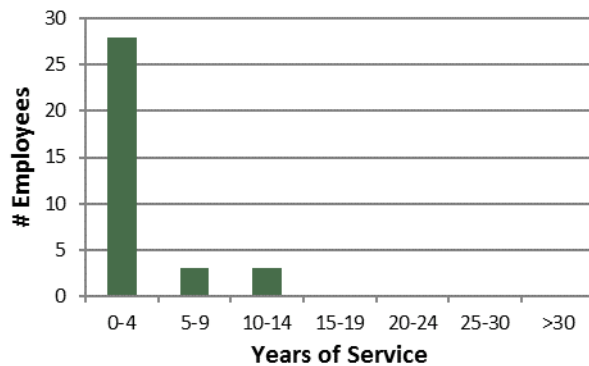
From Parks and Recreation Department. Reflects community events and festivals organized by the Town.

## # Employees



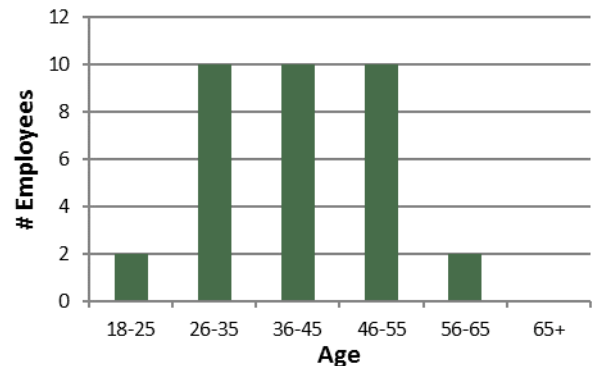
As of July 1 each fiscal year. Reflects authorized permanent positions. Does not include FTE for temporary staff.

## Employee Years of Service



As of June 2016. Reflects authorized permanent positions.

## Employee Age



As of April 2017. Reflects authorized permanent positions.

# Glossary

**Appropriation:** The legal authorization granted by the Town Board to spend or obligate money for specific purposes.

**Capital Improvements:** Any expenditure for equipment, buildings, infrastructure, land or other asset with a value of \$5,000 or greater and a useful life of more than one year.

**Capital Improvement Plan (CIP):** A long-range plan of proposed capital improvements, which includes their costs and funding sources. The plan is updated annually to reassess capital needs.

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Debt Service:** The obligation to pay the principal and interest of all debt instruments according to a pre-determined payment schedule.

**Encumbrance:** A financial commitment for services, contracts, or goods which have not yet been delivered or performed.

**Exaction:** Infrastructure projects required from a developer as a condition of development approval.

**Expenditures:** The cost of goods and services.

**Fiscal Year:** A twelve month time period which determines the time frame for budgeting, accounting, and financial reporting. The fiscal year for Rolesville is July 1 to June 30.

**Fund:** An accounting entity with revenues and expenditures that are set up to carry out a specific function or objective.

**Fund Balance:** Monies that remain unspent after all budgeted expenditures have been made.

**General Fund:** The fund which accounts for most of the basic government services such as public safety, parks and recreation, streets and highways, sanitation, and administration.

**Impact Fee:** A fee imposed on new development to pay for public infrastructure projects necessary to support the new development. The Town of Rolesville has a local act from the North Carolina legislature which allows it to impose impact fees for specified purposes.

**Infrastructure:** Public infrastructure refers to the physical structures required to support a community, which are owned by the public and are available for public use. Examples include streets, sidewalks, bridges, greenways, and parks.

**Levy:** The amount of tax, service charges, or assessments imposed by a unit of government.

**Installment Agreements:** A method of purchasing or a loan in which payments are spread out over a multi-year period.

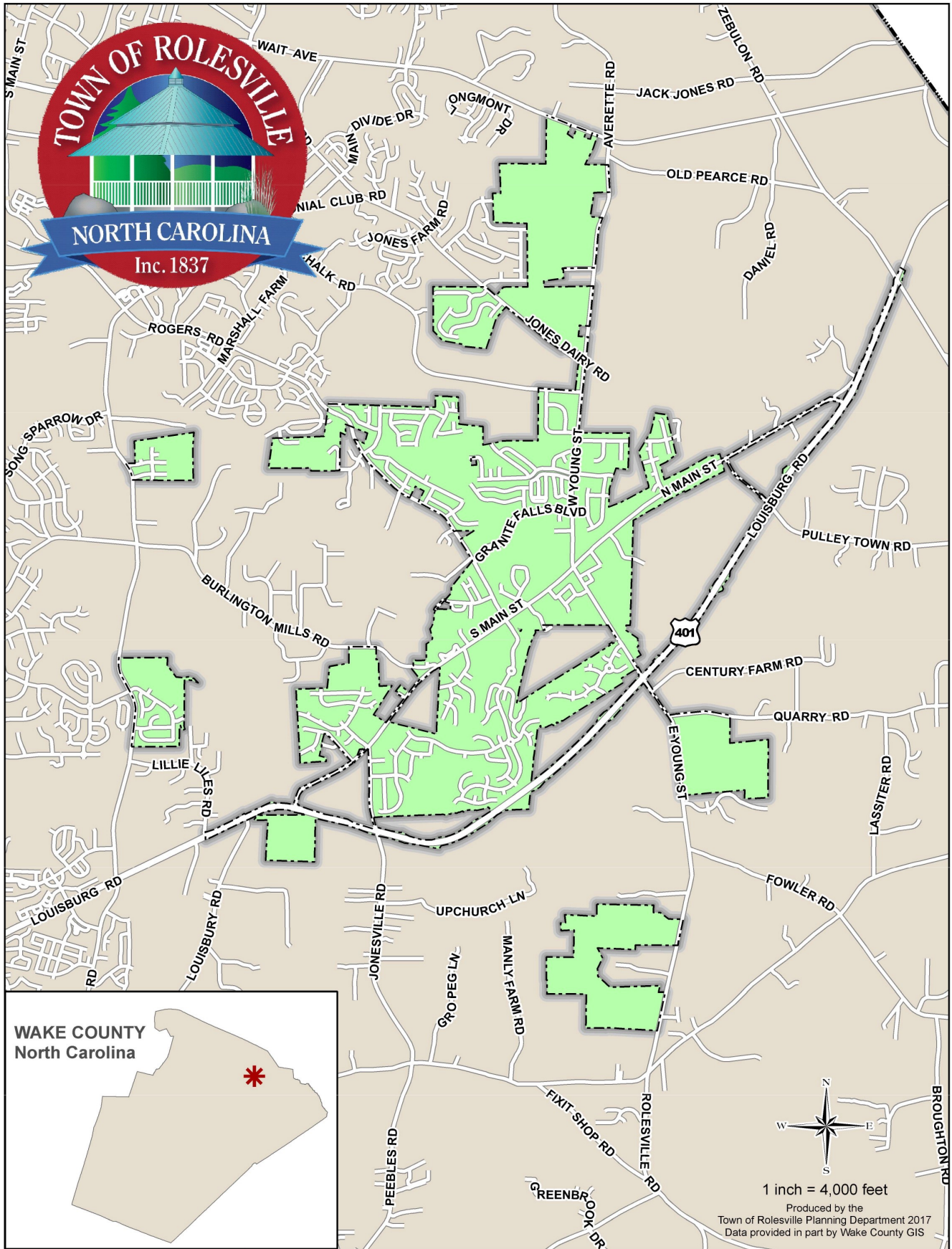
**Modified Accrual Accounting:** An accounting method whereby revenues are recorded when they are measurable and available and expenditures are recorded when the liability is incurred.

**Restricted Funds:** Grants, entitlements, or shared revenues which are legally restricted to specific uses.

**Revenues:** Actual or expected income.

**Transfer:** The movement of money from one fund to another fund for the purpose of wholly or partially supporting the functions of the receiving fund.





# Schedule of Fees & Charges

These following fees due are based upon the Fees & Charges Schedule in effect at the time you pay. The Fees & Charges Schedule is subject to change at the discretion of the Town Board. For further questions, please call Town Hall at 919.556.3506 or the Town's official website at <http://www.RolesvilleNC.gov>.

## A FEES DUE UPON SUBMISSION OF APPLICATION

### 1 Amendment

a Comprehensive Plan Amendment	\$285
b Unified Development Ordinance Text Amendment	\$285
c Zoning Map Amendment (General Use District)	\$385
d Zoning Map Amendment (Conditional or Special Use District)	\$385
e Zoning Map Amendment (Planned Unit Development)	\$500
f Public Hearing Notification Fee	\$2.00 per adjacent property to pay for letter, envelope, and postage to be sent by the Town

### 2 Special Use Permit

a Within a residential zoning district	\$300 plus \$8/unit
b Within a non-residential zoning district	\$600

### 3 Zoning

a Compliance certification (non residential)	\$250
b Zoning permit (new residential)	\$150
c Zoning permit (residential alterations and additions)	\$50
d Verification letter	\$25

### 4 Review fees

a Sketch plan or courtesy review	\$120
b Site plan review (quasi-judicial)	\$600
c Major subdivision (<5 lots)	\$300 plus \$8/lot
d Construction plan review	\$120 plus actual cost incurred from the review by the Town Inspection representative

### 5 Board of Adjustment

a Variance	\$600
b Appeal the Zoning Administrator's interpretation	\$300

### 6 Sign permit

a Permanently mounted	\$75/sign
b Temporary sign or banner	\$25/sign

### 7 Final plats and map recordation

a Recombination	\$50
b Boundary survey	\$50
c Right-of-way dedication	\$50
d Minor subdivision	\$150 plus \$8/lot
e Major subdivision	\$195 plus \$10/lot



## B CONSULTING AND OTHER ACTUAL COSTS

### 1 Consulting Engineer Review

This is to fund the re-imbursement costs incurred by the Town of Rolesville for the Town's Consulting Engineer to review and provide comments/recommendations on development plans. This would include (but is not limited to) the review of site and subdivision plans, field inspections, construction drawings, meetings, and special projects. These fees will be due upon invoice.

Fee is actual cost from Engineer

### 2 Town Attorney Review

This is to fund the re-imbursement costs incurred by the Town of Rolesville for the Town's Consulting Attorney that are above and beyond those costs covered by the retainer agreement. This would include (but is not limited to) the review of legal documents, preparation for court cases, and meetings. These fees will be due upon invoice.

Fee is actual cost from Attorney

## C DEVELOPMENT IMPACT FEES

### 1 Residential Utility Connection Fee

This fee is due upon final plat approval for new subdivisions (whether major or minor) or upon approval of a building permit application - These fees are no longer charged as of July 1, 2017

### 2 Non Residential Acreage Fees

This fee is due upon final plat approval for new subdivisions (whether major or minor) or upon approval of a building permit application - These fees are no longer charged as of July 1, 2017

### 3 Non Residential Capacity Fees

This fee is due upon final plat approval for new subdivisions (whether major or minor) or upon approval of a building permit application. These capacity fees assist in the funding of the water and sewer capacity allocated to Rolesville - These fees are no longer charged as of July 1, 2017

*Note: There may be additional fees associated with things like meters, taps, capital facility fees, etc. referenced per the City of Raleigh Fee schedule which can be obtained by calling 919.996.4540*

### 4 Recreation - Open Space

This fee is due upon final plat approval. It is a payment in-lieu of the dedication of land as required by the Unified Development Ordinance. The Recreation-Open Space fees assist in the funding of the purchase and improvements of open space and recreational real property for the Town of Rolesville citizens.

Fee is equal to the fair market value of 5% of the gross acreage

### 5 Recreation Facility Fee - Per Unit

This fee is due upon building permit approval. The fees are due for all lots within the Town of Rolesville corporate limits

- a Senior multi-family apartments \$1,000/unit
- b All other residential uses \$2,190/unit

# Schedule of Fees & Charges

## C DEVELOPMENT IMPACT FEES (continued)

### 6 Transportation

This fee is due upon building permit approval. Permission to charge this fee was granted by the North Carolina General Assembly. Its purpose is to assist in the funding of the improvements to the Town of Rolesville transportation system with (but not limited to) roads, sidewalks, bikeways, and trails.

a Residential	\$2,190/unit
b Office, Hospital, and Medical care facility	
i Less than 100,000 square feet	\$543/1,000 square feet
ii 100,000 to 199,999 square feet	\$438/1,000 square feet
iii Greater than 200,000 square feet	\$334/1,000 square feet
c Institutional	
i Churches	\$135/1,000 square feet
ii Day care facility	\$42/ licensed enrollee
iii Cemetery	\$127/acre
d Retail	
i 49,999 square feet or less	\$1,092/1,000 square feet
ii 50,000 to 99,999 square feet	\$982/1,000 square feet
iii 100,000 to 199,999 square feet	\$1,247/1,000 square feet
iv 200,000 to 299,999 square feet	\$1,148/1,000 square feet
v Greater than 300,000 square feet	\$950/1,000 square feet
vi Retail gasoline delivery pumps	\$190/pump
e Industrial	
i Manufacturing or Agricultural processing	\$181/1,000 square feet or \$1,835/ac (whichever is greater)
ii Warehouse, Wholesale, or Distribution	\$302/1,000 square feet
f Recreational Amenity Centers	\$185/1,000 square feet

### 7 Street Light Pole within new subdivision

a Wood Pole with cobra head light	No charge
b Upgraded pole (fiberglass, decorative head light, etc)	\$650/pole

## D PARK RESERVATION FEES

### 1 Park Facilities

These fees are to reserve the use of any facility within this category.

Rentals require a 2 hour minimum.

	Resident	Non Resident
a Main Street Park Picnic Shelters A, B, and C	\$15/hr	\$25/hr
b Main Street Park Picnic Shelter D (located off of Scarboro Street)	\$30/hr	\$60/hr
c Main Street Park Gazebo	\$30/hr	\$60/hr
d Amphitheatre (located at Mill Bridge Nature Park)	\$30/hr	\$60/hr
e Ball-field Picnic Shelter (located off of Redford Place Drive)	\$30/hr	\$60/hr

*Note: Rental fees are waived for Wake County Public Schools*

### 2 Community Center

These fees are to reserve the use of any facility within this category.

Rentals require a 2 hour minimum.

	Resident	Non Resident
a Community Center (located at 514 Southtown Circle)	\$45/hr	\$75/hr

# Schedule of Fees & Charges

## D PARK RESERVATION FEES (continued)

### 3 Rolesville Community School Park Ball Fields (located at 121 Redford Place Dr.)

These fees are to reserve the use of any facility within this category. Rates are calculated per field reserved for use. Rentals require a 2 hour minimum.

	<b>Resident</b>	<b>Non Resident</b>
a Field rental per field	\$30/hr	\$45/hr
b Lights per field	\$30/hr	\$45/hr
c Field prep for every time drag and line for games or activities		\$50 flat fee

### 4 Rolesville Middle School Fields (located at 4700 Burlington Mills Road)

These fees are to reserve the use of any facility within this category. Rates are calculated per field reserved for use. Rentals require a 2 hour minimum.

	<b>Resident</b>	<b>Non Resident</b>
a Football field & track	\$100/hr	\$125/hr
b Softball field	\$30/hr	\$45/hr
c Concession facility use	\$30/hr	\$45/hr
d Field lights	\$30/hr	\$45/hr
e Football field prep every time lined for games or activities		\$100 flat fee
f Softball field prep every time lined for games or activities		\$50 flat fee
g For rentals after office hours, weekends, or holidays		Additional \$15/hr for staff costs

### 5 Sanford Creek Elementary School Fields (located at 701 Granite Falls Boulevard)

These fees are to reserve the use of any facility within this category. Rates are calculated per field reserved for use. Rentals require a 2 hour minimum.

	<b>Resident</b>	<b>Non Resident</b>
a Multi Purpose field (those who live within corporate limits)	\$50/hr	\$75/hr
b Multi Purpose field prep every time lined for games or activities		\$100 flat fee

### 6 Refunds

To cover the cost of online transactions and processing fees. The only exemption is if the Town cancels the reservation. \$5

*Note for all of Section D: Resident is defined as current physical residency within the corporate limits, owner of property within the corporate limits, and Town of Rolesville employees.*

## E PARKS & RECREATION REGISTRATION FEES

### I Athletic and Non Athletic Programs

These fees are for those individuals who participate in the specific recreational programs. Rentals require a 2 hour minimum.

	<b>Resident</b>	<b>Non Resident</b>
a Baseball, Soccer, Softball, Basketball, Football, & Cheerleading	\$53/participant	\$80/participant
b Adult Softball		\$625/team
c Non athletic programs	Will be determined by the various class or program	
d Late registration fee		\$10/participant
e Refunds (to cover the cost of online transactions and processing fees)		\$5

*Note for all of Section E: Resident is defined as current physical residency within the corporate limits, owner of property within the corporate limits, and Town of Rolesville employees*

# Schedule of Fees & Charges

## F CURBSIDE WASTE COLLECTION FEES

These fees are for the weekly curbside collection of garbage and recycling and the bi-weekly collection of yard waste by the Town's independent contracted vendors. Per Town ordinance, all residences and businesses are required to have collection of waste and recycling materials. Charges for these services are invoiced every other month.

1	Bi-monthly charge for curbside solid waste collection	\$19.58
2	Bi-monthly charge for curbside recycling waste collection	\$7.38
3	Bi-monthly charge for curbside yard waste collection	\$17.04
	<b>TOTAL BI-MONTHLY COLLECTION CHARGE</b>	<b>\$44</b>
4	Bi-monthly charge for one additional cart (waste or recycling)	\$8.40
5	Bi-monthly charge for two additional carts (waste or recycling)	\$25.80
6	Bi-monthly charge for three additional carts (waste or recycling)	\$43.20
7	Bi-monthly late fee for delinquent payment	\$10

## G MISCELLANEOUS FEES

1	Copy of maps (larger than 8 ½ x 11)	\$15/map
2	Blasting permit	\$100/location
3	Wake County Fire Marshal Inspections of commercial structures	As invoiced by Wake County
4	Town Code of Ordinances violation abatement	
	a    General labor	\$20/hour
	b    Truck, Tractor, Mower, and/or Weed Eater	\$140/hour
5	Unified Development Ordinance	
	a    Paper Copy	\$100
	b    CD Copy	\$10/CD
6	Violations of policy, standards, or UDO regulations	\$50/violation with each day being a separate violation
7	Copies of miscellaneous documents	\$0.25/copy
8	Returned check fee	\$25/check
9	Filling fee for elected position	
	a    Mayor	\$25
	b    Commissioner	\$15
10	Copy of police reports	\$5/copy
11	Faxes to long distance numbers	\$2/sheet
12	Copies of meeting minutes on CD	\$10/CD

**BUDGET ORDINANCE  
FOR THE FISCAL YEAR LASTING FROM  
JULY 1, 2017 THROUGH JUNE 30, 2018**

**WHEREAS**, the Board of Commissioners were presented a proposed budget on May 2; and

**WHEREAS**, the Board of Commissioners held a public hearing on the proposed budget on May 16, which was duly advertised in the Wake Weekly newspaper; and

**WHEREAS**, the Board of Commissioners held a public hearing on May 16, which was duly advertised in the Wake Weekly newspaper, for the purpose of economic development expenditures of \$78,000 for planning and \$22,000 for supplemental materials, amounts that are included in the fiscal year budget below.

**NOW THEREFORE BE IT ORDAINED** by the Board of Commissioners of the Town of Rolesville, North Carolina:

**Section 1.** The amounts on the schedule of fees and charges are adopted, and the following amounts are hereby appropriated in the General Fund for the operation of the Town government for fiscal year beginning July 1, 2017 and ending June 30, 2018:

General Fund Revenues		\$6,759,753
General Fund Expenditures		\$6,759,753
Elected officials		\$76,183
Administration		\$946,016
Planning	\$416,966	
Police	\$2,094,620	
Public Works	\$1,031,939	
Parks & Recreation	\$813,436	
RRFD Contribution	\$833,301	
Special Appropriations	\$547,292	

**Section 2.** The following amounts are hereby appropriated in the Utility Reserve Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Utility Reserve Fund Revenues	\$845,550
Utility Reserve Fund Expenditures	\$845,550

**Section 3.** The following amounts are hereby appropriated in the Capital Projects Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Projects Fund Revenues	\$3,656,500
Capital Projects Fund Expenditures	\$3,656,500

**Section 4.** The following amounts are hereby appropriated for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the Capital Reserve Fund established for the purpose of park and recreation development. The source of funds for this Capital Reserve Fund are impact fees levied upon new construction, as outlined in the schedule of fees and charges.

Athletic Complex property purchase	\$1,300,000
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**Section 5.** The following amounts are hereby appropriated for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the Capital Reserve Fund established for the purpose of street improvements and expansions. The source of funds for this Capital Reserve Fund are impact fees levied upon new construction, as outlined in the schedule of fees and charges.

Granite Falls Boulevard construction	\$526,000
Lighting at 401 Bypass and E Young St	\$28,000

**Section 6.** The following amounts are hereby appropriated for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the Capital Reserve Fund established for the water system. The source of funds for this Capital Reserve Fund are impact fees levied upon new construction, as outlined in the schedule of fees and charges.

No appropriation

**Section 7.** The following amounts are hereby appropriated for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the Capital Reserve Fund established for the wastewater system. The source of funds for this Capital Reserve Fund are impact fees levied upon new construction, as outlined in the schedule of fees and charges.

No appropriation

**Section 8.** There is hereby levied a tax at the rate of forty-eight cents (\$0.48) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2017, for the purpose of raising General Fund property tax revenues.

**Section 9.** The Town Manager is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- The budget officer may transfer up to \$5,000 between objects of expenditures within a department with an official report on such transfers done at least quarterly at a regularly scheduled meeting of the Town Board of Commissioners.
- The budget officer may transfer amounts up to \$5,000 between departments of the same fund with an official report on such transfers done at least quarterly at a regularly meeting of the Town Board of Commissioners.
- The budget officer may not transfer any amount between funds without an official amendment of the budget ordinance.


**Section 10.** The Town Manager is hereby authorized to execute agreements and contractual documents under the following conditions:

- a. Contracts for services for period of one year or less.
- b. Contracts for purchase or lease of equipment, supplies, and materials that do not require formal competitive bid procedures under state and federal law.
- c. Contracts for grants with public and non-profit agencies.
- d. Contracts and agreements for acceptance of State and Federal funds.

**Section 11.** Copies of this budget ordinance shall be furnished to the Town Clerk, the Budget Officer, and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 16 day of May, 2017

  
Frank Eagles  
Town of Rolesville Mayor

Attest:   
Robin Reif  
Town Clerk





**CAPITAL PROJECT ORDINANCE  
FOR THE TOWN OF ROLESVILLE**

**BE IT ORDAINED** by the Board of Commissioners of the Town of Rolesville, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1.** The project authorized is the construction Granite Falls Boulevard, from Rogers Road to Grand Rock Way. The project will be financed by fees in lieu and impact fees.

**Section 2.** The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 3.** The following amounts are appropriated for the project:

Construction \$1,000,000

**Section 4.** The following revenues are anticipated to be available to complete this project:

Capital Reserve Fund for street improvements \$526,000  
Fund balance from street fees paid in lieu \$474,000  
Total Revenues \$1,000,000

**Section 5.** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records. The Finance Officer is directed to include an analysis of past and future costs and revenues on this capital project in the annual budget submission made to the Board.

Section 6. Copies of this capital project ordinance shall be furnished to the Town Clerk, the Budget Officer, and Finance Officer for direction in carrying out this project.

Adopted this 16 day of May, 2017

  
Frank Eagles  
Town of Rolesville Mayor

Attest:   
Robin Reif  
Town Clerk



**RESOLUTION OF THE  
TOWN OF ROLESVILLE MAYOR AND BOARD OF COMMISSIONERS  
AUTHORIZING THE WAKE COUNTY DEPARTMENT OF REVENUE  
TO LEVY AND COLLECT PROPERTY TAXES  
FOR THE TOWN OF ROLESVILLE**

**WHEREAS**, the Town of Rolesville Budget Officer prepared a budget for the 2017-18 fiscal year; and

**WHEREAS**, that budget was presented to the Mayor and Board of Commissioners on May 2, 2017; and

**WHEREAS**, a public hearing was held on May 16, 2017; and

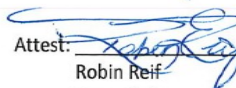
**WHEREAS**, the Town Board of Commissioners approved the budget on May 16, 2017 with a tax rate of \$0.48 per the \$100 assessed value.

**NOW THEREFORE LET IT BE RESOLVED**, by the Town of Rolesville Mayor and Board of Commissioners that:

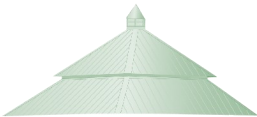
1. Wake County Department of Revenue and Revenue Administrator is hereby authorized, empowered, and commanded to levy and collect taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator in the amounts and from the taxpayers likewise therein set forth; and
2. That this resolution bestows the Wake County Revenue Administrator with full and sufficient authority to levy and collect any real and/or personal property taxes on behalf of the Town of Rolesville.

Adopted this 16th day of May, 2017

  
Frank Eagles  
Town of Rolesville Mayor

Attest:   
Robin Reif  
Town Clerk



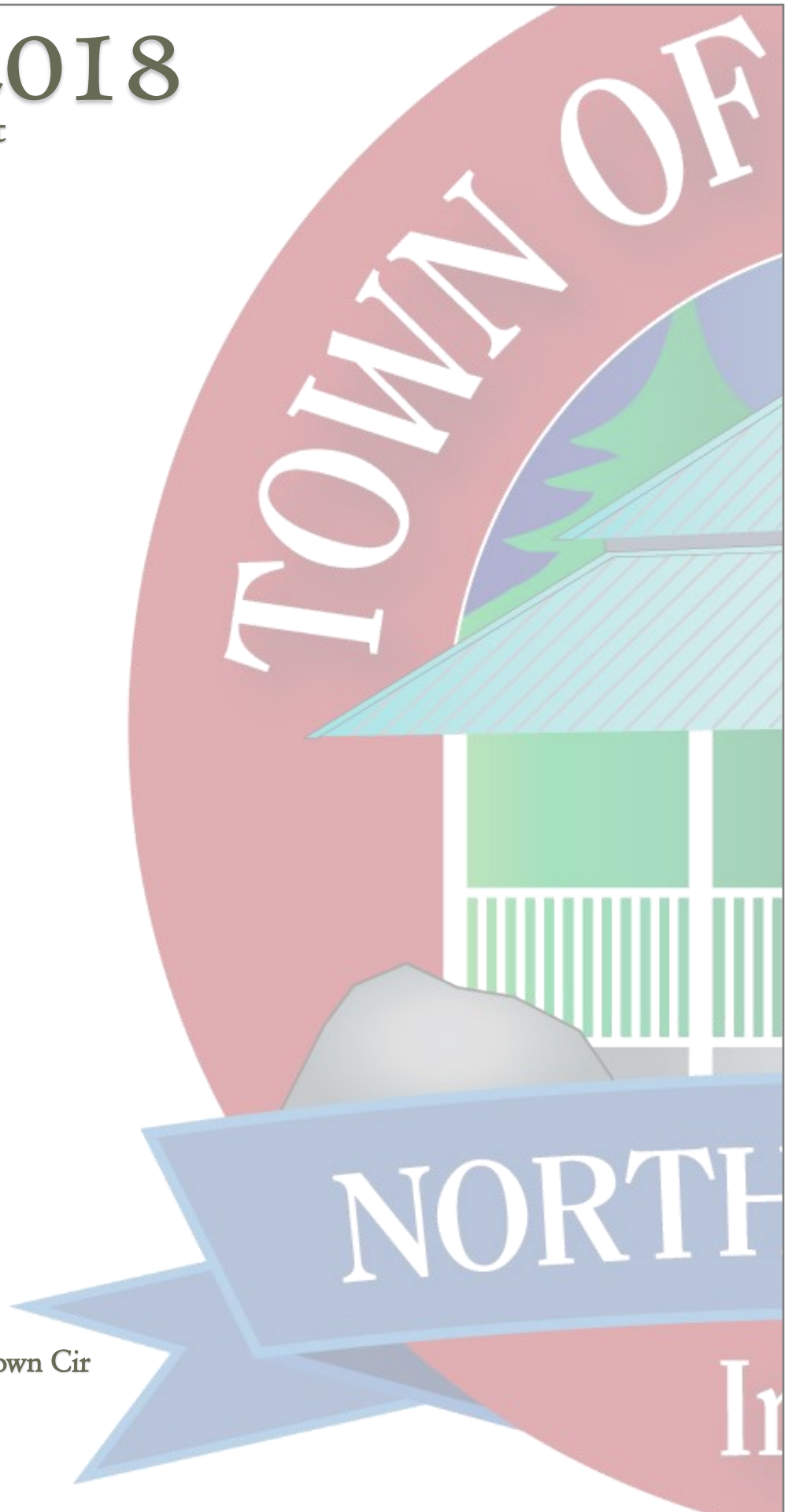


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# 2017-2018

Fiscal Year Budget



Town of Rolesville  
PO Box 250 / 502 Southtown Cir  
Rolesville, NC 27571

919-556-3506