

# *City Manager's Recommended Budget FY 2021-2022*



*Prepared by:  
Aaron Holland, Interim City Manager  
Julianne Cordon, Finance Director*

*May 11, 2021*

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## INTRODUCTION

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May 11, 2021

Dear Mayor and Council:

In fiscal year 2020-2021, the City of Graham and our citizens withstood the worst of Covid 19. Now, as we come out of that test, we must prepare to move forward as the economy continues to improve.

Within the following document you will find the recommended budget for Fiscal Year 2021-2022, which begins our journey forward. The budget is balanced and meets all the applicable requirements of the North Carolina Local Government Budget and Fiscal Control Act. Per General Statutes, a public hearing will be scheduled for the June 8, 2021 City Council meeting and Council may consider adoption at this meeting.

In FY 2020-2021, we moved forward conservatively. It appears the city will come through Covid 19 with very few scars. The sales tax has held steady, the property tax base is increased slightly, hundreds of new residents are now calling Graham home, economic development interest is high, and new housing starts are steady.

ACCORDING TO ZILLOW, GRAHAM  
HOME VALUES HAVE INCREASED 12%  
OVER THE PAST YEAR.

The FY 2022 budget is much like previous budgets. We continue to invest in city infrastructure and employees, so we can meet the future. It also positions us to take advantage of any infrastructure funding that may become available from federal sources.

While it is inevitable that we will experience financial turbulence, the City is well positioned financially and remains flexible to ensure continuity of service to our citizens. The FY 2021-2022, as proposed, embodies this notion. Thank you in advance for your consideration.

Sincerely,



Aaron Holland  
Interim City Manager

## QUICK FACTS & HIGHLIGHTS

- The proposed annual budget totals \$24,645,800 a 12.09% decrease below FY 2020- 2021. This is mainly due to the closing of the Boyd Creek Pump Station Project Fund.
- The Ad Valorem tax rate is recommended to remain at 45.5¢ per \$100 of valuation.
- One penny on the tax rate is estimated to generate \$115,612 in the upcoming year based on a 97% collection rate.
- Refuse fees are recommended to increase from \$6.25 per unit, per month total to \$8.00 per unit, per month total.
- The employee Cost of Living Adjustment (COLA) is proposed at 1.4% based on the CPI-U from January 2021. The previous fiscal year saw a 2% COLA which was staggered during the budget year. The pool for performance-based pay remains at 1.5%.
- Overall expenditures for salaries are estimated at \$8,129,538, generating 338,605-man hours or 163 fulltime equivalent (FTE) positions vs 160 FTE in current year.
- Staffing levels are proposed to increase with the addition of 2 fulltime patrol officers (slated for January 2022), 0.64 FTEs of part-time/auxiliary additions to public safety departments, and 0.58 FTEs of part-time additions to the sanitation department.
- Employee Health Insurance premiums are budgeted to increase by 10% or about \$133,000.
- A mandatory employer contribution increase of an additional 1.2% to the Local Government Employees' Retirement System (LGERS) is included. This will cost the City an extra \$105,000.
- No interfund transfers are included.
- There are no appropriations requested for the Garage and the Cemeteries Perpetual Care Funds.
- There is no change to the System Development Fees proposed for FY 2021- 2022.
- Expenditures for public safety (\$6,407,100) are expected to encumber all of the ad valorem tax levy (\$5,915,400) by over \$492K.
- Funding for Street Resurfacing is proposed to increase for the 8<sup>th</sup> consecutive year by \$10k.

All Funds: Requested vs. Recommendation				
REVENUE	FY 2020-2021	FY 2021-2022 REQUESTED	MANAGER'S RECOMMENDATION	Difference
GENERAL FUND	\$14,067,800	\$16,078,247	\$14,740,500	(\$1,337,747)
FEDERAL DRUG MONIES	\$100	\$100	\$100	\$0
STATE DRUG MONIES	\$100	\$100	\$100	\$0
WATER & SEWER CAPITAL RESERVE	\$0	\$0	\$0	\$0
WATER & SEWER	\$8,150,800	\$9,107,306	\$8,993,700	(\$113,606)
CITY GARAGE	\$951,700	\$912,240	\$911,400	(\$840)
GRAHAM MEMORIAL PARK	\$0	\$0	\$0	\$0
GRAHAM REGIONAL PARK INCLUSIVE PLAYGROU	\$903,140	\$0	\$0	\$0
JIM MINOR ROAD PARK	\$0	\$0	\$0	\$0
BOYD CREEK PUMP STATION	\$3,962,000	\$0	\$0	\$0
OLD FIELDS OUTFALL	\$2,955,000	\$2,955,000	\$2,955,000	\$0
WWTP UPGRADE	\$3,815,000	\$3,815,000	\$3,815,000	\$0
<b>TOTALS:</b>	<b>\$34,805,640.00</b>	<b>\$32,867,992.60</b>	<b>\$31,415,800.00</b>	<b>(\$1,452,192.60)</b>

## Looking Back, Looking Ahead

Preparing a budget for a full-service city has its share of unknown variables. Doing so in the midst of a global pandemic elevates the task to a new level of uncertainty. To say this past year was different would be an understatement to say the least. Like every other city around the country, Graham faced a challenge that was unique and unprecedented for anyone to equate it to. The pandemic placed a conservative, cautious undertone during last year's budgeting that resulted in departments having to do more with less while also keeping themselves safe. While it would be flippant to say we escaped without any issues, I would be heedless to not acknowledge how special our employees were during a time our city needed them the most.

The NCCP Partners of Graham, Mebane and Alamance County contributed \$4.4 million in incentives for a 525,000 sf UPS distribution facility to locate in the Commerce Park. The facility will bring a \$262 million investment to the area and employ 451 full-time employees with average annual salaries of over \$65,000.

One of the major challenges we have had to address in recent years is the rising healthcare premium cost. The City prides itself in the benefits we offer our employees and the levels of coverage we afford them and their families to take advantage of. Although our claims have been trending high in comparison to recent years, the City managed to obtain a 10% rate increase, which is fortunate during this climate. The City will continue to promote the wellness initiatives that we have in the past in an effort to reduce avoidable health issues.

The City also prides itself on the investments we have made on ourselves for our future. Graham lost an invaluable member of the team to another governmental entity, but that former manager made a concerted effort to establish lasting partnerships with our neighbors to continue growth for the city with infrastructure improvements in water and sewer line replacements, pump station upgrades, and securing of funding for the waste water treatment plant upgrade.

Development activity continues to remain strong in most sectors despite the disruption resulting from COVID-19. Single-family residential home production is expected to finish above average as nearly 170 new homes have been permitted since January 2020. Projections for FY2021-22 indicate a similar trend as new subdivisions in the southwest and southeast areas come online.

Knowing where our challenges lie is a critical first step in being able to address them. There is a resolve in our City Council, staff, and community to anticipate and adapt to the changing circumstances we are facing. I am confident by working together we will capitalize on opportunities and mitigate challenges, positioning Graham to effectively deal with the changes that come in the years ahead as we emerge and recover from this global health crisis.

All Funds Annual Comparison				
REVENUE	FY 2020-2021	FY 2021-2022	Difference	% Difference
GENERAL FUND	\$14,067,800	\$14,740,500	\$672,700	4.78%
FEDERAL DRUG MONIES	\$100	\$100	\$0	0.00%
STATE DRUG MONIES	\$100	\$100	\$0	0.00%
WATER & SEWER CAPITAL RESERVE	\$0	\$0	\$0	#DIV/0!
WATER & SEWER	\$8,150,800	\$8,993,700	\$842,900	10.34%
CITY GARAGE	\$951,700	\$911,400	(\$40,300)	-4.23%
GRAHAM MEMORIAL PARK	\$0	\$0	\$0	0.00%
GRAHAM REGIONAL PARK INCLUSIVE PLAYGROU	\$903,140	\$0	(\$903,140)	-100.00%
JIM MINOR ROAD PARK	\$0	\$0	\$0	0.00%
BOYD CREEK PUMP STATION	\$3,962,000	\$0	(\$3,962,000)	-100.00%
OLD FIELDS OUTFALL	\$2,955,000	\$2,955,000	\$0	0.00%
WWTP UPGRADE	\$3,815,000	\$3,815,000	\$0	0.00%
<b>TOTALS:</b>	<b>\$34,805,640.00</b>	<b>\$31,415,800.00</b>	<b>(\$3,389,840.00)</b>	<b>-9.74%</b>



## 1. GENERAL FUND

### Revenues

The City's General Fund revenues are most affected by fluctuations in the economy. The sales and use tax, the City's second largest revenue, is particularly elastic as it's impacted by the economy and consumer consumption. Growth in recent years has fueled an increase in the taxable valuation of property in the City. It is estimated that the tax base will continue to grow and outpace inflation for the coming year. For FY 2021-2022, the General Fund has a total budget of \$14,740,500.

- Ad Valorem Taxes:** Ad valorem tax is the tax applied to each \$100 dollar of property value as determined by the county tax office. Graham's ad valorem tax rate per \$100 of value is \$45.5 cent. A conservative collection rate of 97% is calculated. Other revenue in this category is made up of vehicle tax, collection fees and interest. Local property tax receipts are 40% of the total General Fund revenue.

**Total revenue:** \$5,915,400

**Prior year:** \$5,713,600

- Investment Earnings:** Investment earnings come from investing idle funds not required for cash flow. Recent reductions in interest rates have caused a reduction in this revenue for FY21-22.

**Total revenue:** \$27,000

**Prior year:** \$87,000

- Miscellaneous Receipts:** This category is made up various sources such as: ABC revenues, alarm fees, donations, and the NCCP partnership. The NCCP receipts account for the vast majority of the total at \$340,000.

**Total revenue:** \$475,000

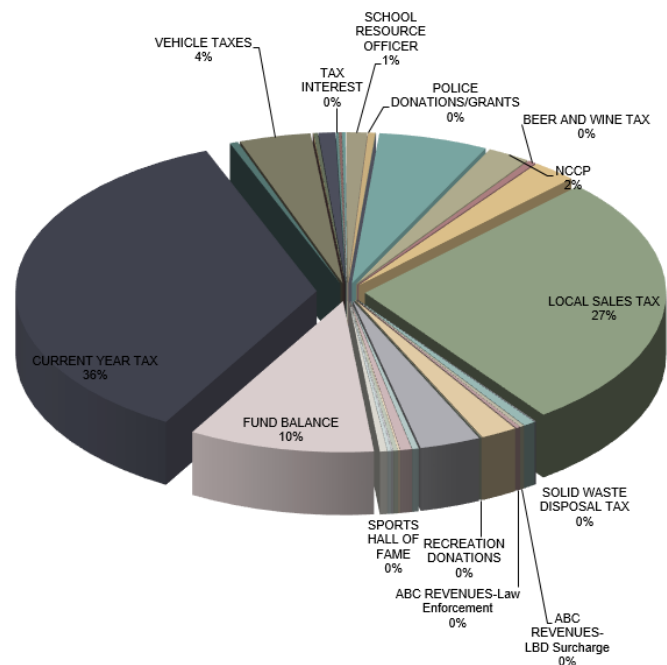
**Prior year:** \$415,600

- Permits and Fees:** Trades such as building, mechanical, plumbing and electrical permits are included here along with development fees. Revenues are projected to be higher for the upcoming year based on increased development activity.

**Total revenue:** \$294,000

**Prior year:** \$136,000

- Restricted Intergovernmental:** These revenues include Powell Bill, school resource officer, ABC law enforcement funds and grants. Each revenue may only be spent for its particular purpose. Powell Bill street aid distribution from the State



must be used on city streets. This year's proposed budget continues the practice of spending the entirety of the distribution on street resurfacing activities although the State's allocation is expected to be lower than FY 2020-2021.

**Total revenue:** \$557,500

**Prior year:** \$534,500

- **Sales and Services:** This category includes many different sources including Cemetery, Recreation related fees, city property rental income, and Solid Waste fees. Unfortunately, growth and demand are outpacing our ability to provide solid waste service. In an effort to reduce the impact, a collections and disposal costs increase from \$6.25 per unit per month total to \$8.00 per unit per month total is being proposed.

Garbage/Recycling Total Costs	
<b>Graham</b>	\$6.25 per month
<b>Burlington</b>	\$9.04 per month
<b>Mebane</b>	\$8.00 per month
<b>Elon</b>	\$9.00 per month
<b>Gibsonville</b>	\$8.00 per month

**Total revenue:** \$758,600

**Prior year:** \$638,300

- **Unrestricted Intergovernmental:** This category of revenues includes ABC, Beer and Wine, Franchise, Local Sales tax, payments in lieu, solid waste disposal tax, and stormwater fees. The Local Sales tax is the second largest city revenue. It represents 27% of the total general fund and is \$ 290,200 over FY21. Other major revenues in this group include the Utility Franchise Taxes (\$865,000) and ABC Profit Distribution (\$95,000).

**Total revenue:** \$5,242,300

**Prior year:** \$5,049,500

- **Fund Balance:** Fund Balance is made up of all unrestricted funds available to the city. It is equivalent to a savings account, and is commonly used to fund capital needs and for emergencies, such as natural disasters. At the beginning of the current fiscal year, the City retained \$10,408,157 in available fund balance, and it is estimated that this amount will increase by the end of the year. Much of the appropriated fund balance can be offset by an expenditure that can be delayed to limit dependence.

**Total revenue:** \$1,470,000

**Prior year:** \$1,493,200

### Summary of General Fund Revenues with Annual Comparison

	FY 20-21	FY 21-22	Difference
Ad Valorem Taxes	\$5,713,600	\$5,915,400	\$201,800
Investment Earnings	\$87,000	\$27,000	-\$60,000
Miscellaneous	\$415,600	\$475,000	\$59,400
Other Taxes/Licenses	\$100	\$700	\$600
Permits/Fees	\$136,000	\$294,000	\$158,000
Restricted Intergovernmental	\$534,500	\$557,500	\$23,000
Sales/Services	\$638,200	\$758,600	\$120,400
Unrestricted Intergovernmental	\$5,049,500	\$5,242,300	\$192,800
Fund Balance	\$1,493,300	\$1,470,000	-\$23,300
<b>Grand Total</b>	<b>\$14,067,800</b>	<b>\$14,740,500</b>	<b>\$672,700</b>

## Expenditures

While development serves as a sign for a healthy, growing city, it also brings forth challenges that we must address in the near future. With new homes and development comes increased demand and pressures on city services. That includes more calls for services for our public safety departments and our already overly-extended sanitation department. This pressure to maintain expected levels of service, while also conserving cost saving measures impact the General Fund more so than any other fund. Below is a summary by department or function.

- **City Council:** This department covers council salary, travel and material needs. A proposed appropriation of \$10,000 has been included to account for a municipal election occurring during the budget year.

**Total budget:** \$53,900

**Prior year:** \$44,600

**Capital:** None

- **Administration:** Staff in this department provide support services such as HR, communications and leadership to all city departments. The Downtown Development expenditures will now be identified within a new department distinct from Administration. This is to provide simplified auditing for the DAC Program and the future NC Main Street Program. Inasmuch, the Façade Grants Program, Business Beautification grant and the Downtown Associate Community program will be moved to the newly created Downtown Development department.

**Total budget:** \$560,100 (Admin) \$127,000 (Downtown Development)

**Prior year:** \$616,500

**Capital:** None



- **Information Technology:** Staff efficiency and productivity depends upon IT maintaining and supporting over 700 devices, all software and systems for the city. The dependency and use of IT services increased tremendously during the pandemic and is expected to maintain a high need.

**Total Budget:** \$269,700

**Prior year:** \$384,000

**Capital:** Network Licenses, City Hall Phone System, Firewall Replacement

- **Finance:** The financial operations manage all the city's finances, including investments, accounts payable, general accounting, audits, grant management, and budget maintenance. This department, while small, represents a unified, integrated financial center with responsibility for financial matters affecting all departments and activities of the city.

**Total budget:** \$340,300

**Prior year:** \$394,000

**Capital:** None

- **Public Buildings:** This department manages contracts, utilities and other general maintenance items for buildings within the City Hall campus.

**Total budget:** \$123,700

**Prior year:** \$132,600

**Capital:** None



- **Police:** Police services are the largest department and has the primary responsibility of providing for the maintenance of social order within carefully prescribed ethical, legal, and constitutional restrictions. The department responds to over 28,000 calls for service annually and holds a Commission on Accreditation of Law Enforcement Agencies (CALEA) Advanced Accreditation with Excellence designation. In addition to Capital items, funding for two (2) patrol officers are included in salaries.

**Total budget:** \$4,637,000

**Prior year:** \$4,385,300

**Capital:** HVAC Upgrades, Four Vehicles

- **Fire:** In recent years, the department has taken a more progressive and modern approach by expanding their roles, mission, and resources, with increased training and providing emergency medical services. The Fire department provides an ISO 3 level of service to the City and staffing includes paid and volunteer firefighters working out of 1 fire station.

**Total budget:** \$1,770,100

**Prior year:** \$1,553,300

**Capital:** SCBA Replacement, Fire Station Financing YR1

- **Inspections:** Despite the challenges posed by the pandemic, the activity within the Inspections and Planning department increased on a trajectory as in recent years. The City's inspections Department issued over 170 new home permits during the past 18 months and the Planning Department processed requests for 7 new subdivisions with over 1050 potential new homes.

**Total budget:** \$581,300

**Prior year:** \$550,600

**Capital:** None

- **Transportation:** The Street Department and two smaller departments (Traffic Engineering & Street Lighting) constitute the City's transportation function. This department manages 63 miles of streets, sidewalks, traffic signals and all stormwater infrastructure.

**Total budget:** \$1,831,200

**Prior year:** \$1,738,300

**Capital:** Signalization Upgrades (Pine @ Melville), Truby Drive Engineering, PW parking lot repair, Dumpster project, Min St sidewalk project, Sign Retroreflector, Pickup Truck, Street Resurfacing

- **Garage and Warehouse:** The Garage and Warehouse department administers the distribution and inventory of fuel and other materials used by the Garage and other departments.

**Total budget:** \$110,400

**Prior year:** \$95,300

**Capital:** Heavy Duty Tire Changer

- **Sanitation:** The Public Works Department, sanitation in particular, was not stymied by the pandemic. In fact, services yielded an above average tonnage this year. Refuse fees increase are being proposed with an increase from \$6.25 per month to \$8.00 per month. An anticipated meteoric cost of recycling is expected with the new recycling contract coming July 2022.

**Total budget:** \$1,206,600

**Prior year:** \$872,400

**Capital:** Automated Garbage Truck

- **Recreation:** Recreation is comprised of three (3) General Fund Departments: Recreation, Lake and Athletic Facilities. They manage all city parks, recreation centers, events, athletics, museum/library and camps. The City's Recreation Department has been a welcomed amenity during this pandemic by offering much needed activities for beyond-stressed families. Furthermore, the department has also served as an educational hub for local schools to allow students the ability to continue learning in a safe space while their parents, in essential roles, were able to continue serving the community.

**Total budget:** \$904,600 (Rec), \$186,600 (Lake), \$400,500 (Athletic Facilities)

**Prior year:** \$917,900 (Rec), \$177,400 (Lake), \$392,300 (Athletic Facilities)

**Capital:** Arts Council Painting, Civic Center Projection System, Retractable Bleachers, Cameras, Tree Removal Cooke Park, Cameras GRP, Bleachers Cooke Park, Picnic Tables Cooke Park

- **Property Maintenance:** Property Maintenance is a subset of Public Works, which maintains the grounds of most City properties, administers the leaf collection program, maintains and oversees the cemeteries and serves as back-up and support for Sanitation and Street Department services.

**Total budget:** \$817,300

**Prior year:** \$758, 900

**Capital:** Metal Carport, Mower, Used Bucket Truck

- **Non-Departmental Appropriations:** Expenses common to all General Fund departments and interlocal contracts are captured in Non-Departmental. These include post-employment Benefits, the General Fund portion of risk management policies, Animal Shelter, Economic Development initiatives.

**Total budget:** \$820,000

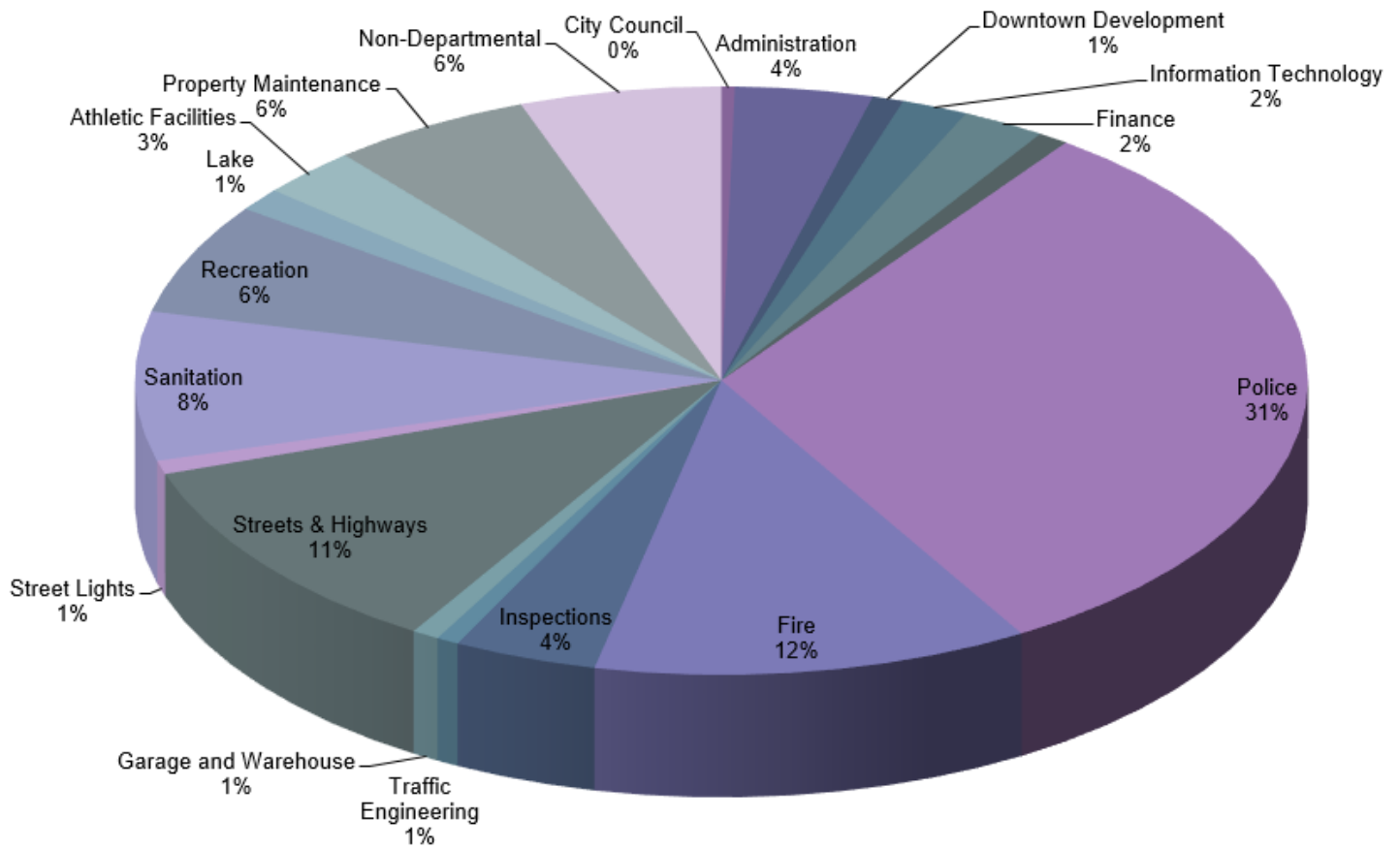
**Prior year:** \$1,053,500

**Capital:** None

### Summary of General Fund Departmental Expenditures with Annual Comparison

Department	FY 2020-2021	FY 2021-2022 Recommended	Difference	% Difference
City Council	44,600	53,900	9,300	20.85%
Administration	616,500	560,100	-56,400	-9.15%
Downtown Development		127,000		
Information Technology	384,000	269,700	-114,300	-29.77%
Finance	394,900	340,300	-54,600	-13.83%
Public Buildings	132,600	123,700	-8,900	-6.71%
Police	4,385,300	4,637,000	251,700	5.74%
Fire	1,553,300	1,770,100	216,800	13.96%
Inspections	550,600	581,300	30,700	5.58%
Traffic Engineering	92,000	91,000	-1,000	-1.09%
Garage and Warehouse	95,300	110,400	15,100	15.84%
Streets & Highways	1,514,300	1,630,200	115,900	7.65%
Street Lights	132,000	110,000	-22,000	-16.67%
Sanitation	872,400	1,206,600	334,200	38.31%
Recreation	917,900	904,600	-13,300	-1.45%
Lake	177,400	186,600	9,200	5.19%
Athletic Facilities	392,300	400,500	8,200	2.09%
Property Maintenance	758,900	817,300	58,400	7.70%
Non-Departmental	1,053,500	820,200	-233,300	-22.15%
	14,067,800	14,740,500	672,700	4.78%

## General Fund Departmental Appropriations Illustration



## 2. WATER AND SEWER FUND

Ensuring the efficient delivery of services to citizens has required a commitment to making necessary investments in the system's operations and critical water and sewer infrastructure. This enterprise operation is capital intensive, requiring constant maintenance, replacement and upgrading. Couple those aspects with significant regulatory oversight and challenges compound. In FY 2020-2021, the City began to appropriate funds to cover the debt service for recent projects and look ahead towards major projects that have a significant financial impact. Continuing this practice is recommended for FY 2021-2022.

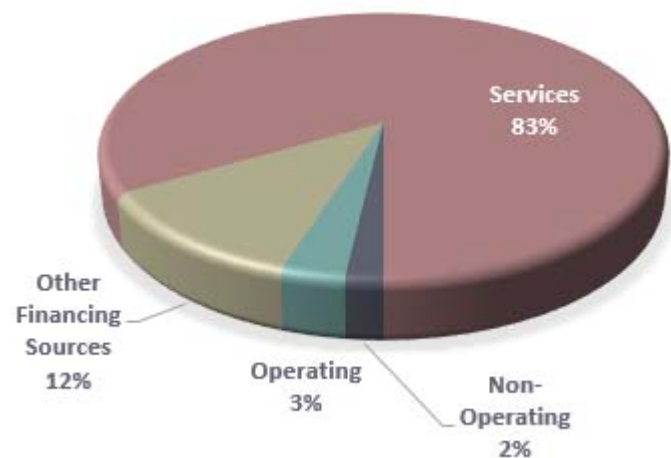
### Revenues

This fund is operated to account for the activities of the Water and Sewer System. It is classified as an enterprise fund rendering services on a user charge basis. As mentioned prior, water and sewer charges account for the largest source of revenue for this fund at \$7,472,000 or 83% of the total revenues for the fund. Below is a summary of our estimated revenues by category:

**Non-Operating:** The revenues from partnerships, leases and interest on investments make up the entirety of Non-Operating Revenue.

**Operating:** Operating Revenues include assessments, taps, system development fees, plumbing permits and inspection fees. System Development Fees must be transferred to the Water and Sewer Capital Reserve Fund.

**Other Financing Sources:** Regional partnerships for both water and sewer, Retained Earnings Appropriations, and sale of surplus properties are revenues included in this category.



**Services:** Water and sewer service charges, water and sewer surcharges, and regional partnership revenue are included in Services revenue. A recent rate study was developed and adopted to avoid future rate shock and provide funding for future required capital projects, including a WWTP upgrade. Following the graduated rate increase approach for FY 2021-2022, the following adjustments to rates are recommended:

- **Water Rates:** Based on expenditures, water rates are recommended to stay the same as current year rates at \$3.50 per thousand gallons, with a base rate of \$3.30.
- **Sewer Rates:** Sewer charges must generate enough revenue to cover approximately \$3,913,000 in expenditures including debt service for the Boyd Creek Pump station and the anticipated debt service for Waste Water Treatment Plant Improvements and Expansion. To cover these expenditures, sewer rates are recommended to increase from \$7.75 per thousand gallons to \$8.45, with a base rate of \$3.30.

Departmental Summary and Annual Comparison				
Department	FY 2020-2021	FY 2021-2022	Difference	% Difference
WATER AND SEWER BILLING	415,500	613,100	197,600	47.56%
WATER AND SEWER DISTRIBUTION	1,860,300	2,050,800	190,500	10.24%
MAINTENANCE & LIFT STATION	221,800	292,200	70,400	31.74%
WATER TREATMENT PLANT	2,011,100	2,032,500	21,400	1.06%
WASTEWATER TREATMENT PLANT	1,586,600	1,622,100	35,500	2.24%
NON DEPARTMENTAL ADMIN	2,055,500	2,383,000	327,500	15.93%
	8,150,800	8,993,700	842,900	10.34%

## Expenditures

Overall expenditures for the Water and Sewer Fund are proposed at an increase of \$842,900 over the current year. The primary difference between the two years are outlays for the aforementioned debt services (\$327,500), Albright sewer line replacement (\$455,000) and a transfer (\$150,000) to the Water and Sewer Capital Reserve Fund. If these items were exempted, overall expenditures would realize a slight decrease. Below are highlights from the various departments:

- **Water and Sewer Billing:** Responsible for the support of the billing, collections, metering and customer service functions for Water and Sewer operations.

**Total:** \$631,100

**Prior year:** \$415,500

**Capital:** None

- **Water and Sewer Distribution and Lift**

**Stations:** These two departments support the maintenance of nearly 200 miles of water and sewer lines, outfalls, force mains and their associated lift stations. A significant problem

for this department is inflow and infiltration into wastewater lines. Tests and studies have been deployed in recent years, such as smoke testing a slip-lining, to identify distressed areas within the system.

**Total:** \$2,050,800 (W/S Distribution), \$292,200 (Maintenance and Lift Stations)

**Prior year:** \$1,860,300 (W/S Distribution), \$221,800 (Maintenance and Lift Stations)

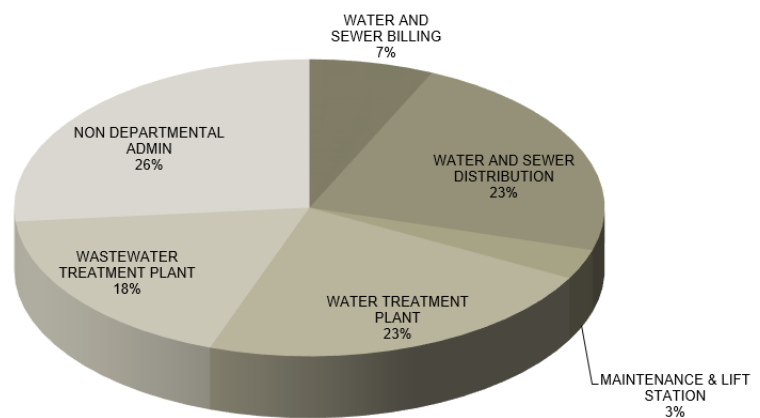
**Capital:** Long & Albright Sewer Line Replacement, System Modeling, Engineering for 10" line rehab

- **Water Treatment Plant:** The City of Graham is co-owner of the Graham-Mebane Water Treatment Plant with the City of Mebane. The Water Plant operates 24 hours per day to provide 3.8 gallons of water per day to the City, and area partnerships and customers. This department is challenging to budget for due to the unpredictability of knowing what chemicals and parts may be needed beyond the funded amount and any cost increases during the year. It is not uncommon for adjustments throughout the year to accommodate changes.

**Total:** \$2,032,500

**Prior year:** \$2,011,100

**Capital:** Spillway Repair, Administration Building Roof Repair, Raw Pump Repair, AWD SUV



## Water and Sewer Fund

- **Wastewater Treatment Plant:** Using biological treatment methods, the Wastewater Treatment Plant has a capacity to treat 3.5 million gallons per day and operates at an average 2.0 million gallons per day. The plant must function at all times and meet stringent environmental standards. Construction to expand the Treatment Plant is anticipated to begin Spring 2023 and will expand capacity to 5 million gallons per day.

**Total:** \$1,622,100

**Prior year:** \$1,586,600

**Capital:** SCADA Upgrade, Door Replacements, Sludge Mixer, Blower, Maintenance Truck

- **Non-Departmental:** Debt service, intergovernmental wastewater treatment, insurance and bonds, and post-employment benefits expenses are included in this expense category. Expenses are expected to increase by \$327,500 to cover costs associated with the Waste Water Treatment Plant Upgrade.

**Total:** \$2,383,000

**Prior year:** \$2,055,500

**Capital:** None

Departmental Summary and Annual Comparison				
Department	Budget FY 2020-2021	Budget FY 2021-2022	Difference	% Difference
WATER AND SEWER BILLING	415,500	613,100	197,600	47.56%
WATER AND SEWER DISTRIBUTION	1,860,300	2,050,800	190,500	10.24%
MAINTENANCE & LIFT STATION	221,800	292,200	70,400	31.74%
WATER TREATMENT PLANT	2,011,100	2,032,500	21,400	1.06%
WASTEWATER TREATMENT PLANT	1,586,600	1,622,100	35,500	2.24%
NON DEPARTMENTAL ADMIN	2,055,500	2,383,000	327,500	15.93%
	8,150,800	8,993,700	842,900	10.34%



### 3. OTHER FUNDS

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The City operates several capital project funds, an internal service fund and other non-major funds. Some may or may not require budgets due to the type of fund, but nevertheless are subject to our internal controls and placeholder entries are made, at minimum. Below is a brief description of each and any changes necessary.

- Garage Fund:** The Garage operations are responsible for the maintenance of the City's entire equipment and vehicle fleet, as well as maintains contracts with ACTA, Graham Housing Authority, the Alamance Municipal ABC Board and the Town of Green Level. The City's garage also provides fuel services for Alamance County, excluding the Sheriff's Office. Revenues are generated largely from our own operations (\$680,100) with the balance from sales and services to other contracted entities. There are no fund balance appropriations requested this year and total revenue is estimated at \$911,400. Major expenditures include Fuel Inventories (\$435,000) and Parts Inventories (\$256,000). Overall expenditures within the fund are estimated at \$911,400 which represents a slight decrease of 4.23%.
- Cemeteries Perpetual Care Fund:** Established in 2015, the fund ensures the perpetual care and beautification of the City's cemeteries. For FY 2021-2022, no appropriations are requested.
- Water & Sewer Capital Reserve Fund:** Less of an independent fund and more of a sub-fund of the Water & Sewer Fund, this capital reserve fund accounts for receipts from the levy of System Development Fees. Currently we have \$695K on the balance sheet now and that number will increase at year-end when accounting moves current year money over to the balance sheet. These monies will be allocated to Old Fields capital project.
- Asset Forfeiture Funds:** The City operates both a State and Federal asset forfeiture fund whereby assets seized from certain law enforcement activities are accounted for. Revenues are highly unpredictable as well as the timing of their receipt. Expenditures are regulated by the terms of the agreement with the associated agencies/programs and generally cannot be used to subsidize any operating budgets. Therefore, only nominal placeholder entries are included in the budget adoption to ensure against it.
- Graham Regional Park Universal Playground Capital Project Fund:** The City was awarded \$500,000 from a Connect NC Bond Grant to construct a one of a kind playground in our area. This intergenerational playground, designed for individuals to play together regardless of physical challenges or disabilities goes beyond ADA accessibility by focusing on all types of disabilities. A match of at least \$350,000 was required and is accounted for independent of the initial phase to simplify grant requirements. The completion of this project occurred in FY 2020-2021.
- Boyd Creek Pump Station Capital Project Fund:** This fund actually accounts for two projects in one. The first, and most significant, being the replacement of the Boyd Creek Pump Station. The second, and smaller part of the project, is an upgrade to the Back Creek #2 lift station, which is now complete. In August of 2017, the City was awarded \$612,500 in grant funds and \$1,837,500 in zero interest loan funds. The total fund budget is \$3,962,000. The completion of this project is expected in FY 2020-2021.
- Old Fields Outfall Capital Project Fund:** The Old Fields Subdivision along Cherry Lane has an approved development plan that includes 755 dwelling units and various pods for nonresidential uses. To date, less than 50 of the dwelling units are constructed and further development is restricted due to the lack of collection system capacity. Current development within Old Fields is served by a small lift station that was originally permitted as a temporary solution for the initial phases of development only. The total estimated cost is \$2,955,000. Considering

the \$800,000 from the Developer and an additional \$800,000 from the Water and Sewer Capital Reserve Fund, the City is anticipated to expend \$1,355,000 from Fund Balance.

- **Wastewater Treatment Plant Upgrade Capital Project Fund:** Pursuant to our nutrient capacity study completed in 2019, it was concluded that a substantial upgrade to our WWTP is required in order to meet current permit requirements for nutrient removal. The project will also expand our permitted capacity from 3.5mgd to 5.0mgd. The City Council approved a design engineering and bidding contract with Hazen and Sawyer. The total project is estimated at \$35,000,000 and will likely represent the largest capital expenditure in the history of the City. The State Water Infrastructure Authority has now approved a Clean Water State Revolving Fund (CWSRF) loan for \$7,694,000, with up to 25% of the loan (maximum of \$500,000) as forgivable and the remainder will be repayable at a maximum interest rate of 0.18%. The balance of the funding will come from an Additional Supplemental Appropriations for Disaster Relief Act of 2019 (ASADRA) loan in the amount of \$27,600,000, repayable at a maximum interest rate of 0.18%. In FY 2020-2021, Water and Sewer fees began a 4-year graduated increase to cover future debt service requirements. The FY 2021 -2022 budget reflects year two of the graduated increase in rates.

## 4. APPENDIX 1: INCLUDED CAPITAL IMPROVEMENTS

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### Types of Projects that are Considered Capital Improvement Projects

The following are types of projects that are included in the CIP:

- Any acquisition of land for a public purpose;
- Any construction of a new facility (a public building, or water lines, playfield etc.), or an addition to, or extension of, such a facility;
- A nonrecurring rehabilitation (something which is infrequent and would not be considered annual or other recurrent maintenance) or major repair of all or a part of a building, its grounds, or a facility, or of equipment, provided that the cost is \$5,000 or more and the improvement will have a useful life of 10 years or more;
- Purchase of major equipment (items with a cost individually, or in total, like radios), of \$5,000 or more, which have a useful life of five years or more;
- Any planning, feasibility, engineering, or design study related to an individual capital improvement project, or to a program that is implemented through individual capital improvement projects;
- Street resurfacing, sewer slip-lining or similar recurring maintenance projects that exceed \$5,000 in aggregate.

### Priority

HIGH priority projects:

- Are mandated by local, state or federal regulations, or;
- Result in unacceptable outcomes if the project is deferred, or;
- Are a high priority for City Council, or;
- Substantially reduce losses or increase revenues.

MEDIUM priority projects:

- Maintain or improve existing service levels, or;
- Result in better efficiency or service delivery, or;
- Reduce operational costs, or;
- Improve workforce morale.

LOW priority projects:

- Improve quality of life, or;
- Are not high or medium priority.

### Categories

- I. Health/Safety/Welfare – projects that protect the health, safety and welfare of the community and the employees serving it.
- II. Maintenance/Replacement – projects that provide for the maintenance of existing systems and equipment.
- III. Expansion of Existing Programs – projects which enhance the existing systems and programs allowing for expansion of existing services.
- IV. New Programs – projects that allow for expansion into new programs and services.



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Meraki Network Yearly Refresh

### Description and Scope

Yearly refresh of network equipment and/ or licenses.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Hardware support and licenses are expiring next budget year on several Meraki devices.

### Impact if Delayed/Alternatives

Ten wireless access points and one switch will stop working.

### Justification/Purpose

Network equipment provides critical network access across city.

### Operating Impact/Other Comments

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase		\$ 15,500	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Construction							
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 15,500</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 15,500					
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 15,500</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Jeff Wilson

Department: IT (4300)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** City Hall Phone System Replacement

### Description and Scope

Current phone system is outdated and hardware is failing.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Current system is old causing outages and quality of service issues. City Hall is the only location still on the old system. This causes challenges transferring calls across the city.

### Impact if Delayed/Alternatives

System could crash at any point. Not replacing it will also cause issues for city staff as it is very difficult to transfer calls from building to building. The old system also lacks new features needed.

### Justification/Purpose

Phone system is used daily to provide city residents services.

### Operating Impact/Other Comments

The old phone system is a constant drain of time on the IT Department.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase		\$ 5,133	\$ 5,133	\$ 5,133	\$ 5,133	\$ 5,133	\$ 5,133
Construction							
Equipment		\$ 4,300					\$ 4,300
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 9,433</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 9,433</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 9,433	\$ 5,133	\$ 5,133	\$ 5,133	\$ 5,133	\$ 9,433
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 9,433</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 5,133</b>	<b>\$ 9,433</b>

Contact Person: Jeff Wilson

Department: IT (4300)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Firewall Replacement

### Description and Scope

Replace the current firewall with new Meraki MX 250 and 5 year license.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Current firewall hardware support and license is ending during the next budget year. We have also outgrown our current firewall causing slowness and outages across the network.

### Justification/Purpose

Firewall controls all traffic in and out of the city. Also provides VPN access to users.

### Impact if Delayed/Alternatives

All network traffic will stop flowing once the license expires.

### Operating Impact/Other Comments

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase		\$ 12,500					\$ 12,500
Construction							
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 12,500</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 12,500</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 12,500					
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 12,500</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Jeff Wilson

Department: IT (4300)





## 2021-2025 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** HVAC replacement as needed

### Description and Scope

Replace two HVAC units per year until all units are replaced.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Current equipment has gotten close or past the life expectancy for service.

### Justification/Purpose

All of the current HVAC systems are the original systems installed in the building when it was originally built and are in need of replacement. Due to the age we are seeing continuous operational issues and parts are becoming difficult to replace due to the age of the systems.

### Impact if Delayed/Alternatives

Run the risk of not having sufficient heating or air conditioning for the building

### Operating Impact/Other Comments

Simply an unacceptable circumstance

### Cost

	Prior	20-21	21-22	22-23	23-24	24-25	Future
Planning/Design							
Purchase		\$ 70,000	\$ 70,000	\$ 35,000			
Construction							
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 35,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	20-21	21-22	22-23	23-24	24-25	Future
General Fund		\$ 70,000	\$ 70,000	\$ 35,000			
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 35,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Lt. Duane Flood

Department: Police (5100)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Satellite Fire Stations (2)

### Description and Scope

This CIP Request is a continuation of the 20-21 Budget. With a recently completed Fire Station Study, it has been determined that the City of Graham should build two (2) additional satellite fire stations to serve the growth the city has been experiencing for many years. This growth in the southeast and southwest portions of the city has made the locations of Rogers Road and E. Harden Street ideal locations for new fire stations. Fire Station design has already begun and site locations are in the works. Land purchase may be necessary maximize response and access.

### Justification/Purpose

As the city continues to grow it is necessary to build out fire stations to meet the growing demands and coverage areas. Currently the GFD operates out of 1 fire station that is no longer centrally located in the city. The growth is extending southeast and southwest without a fire station and personnel to handle the calls for service within the recommend 4 minutes according to NFPA 1710. GFD operates under a 5 mile insurance district which means that any property in the coverage area outside of 5 miles will have a Class 10 ISO rating causing insurance premiums to double and triple. A satellite station could also function as a satellite police station as well.

### Priority:

High

### Category:

I. Health/Safety/Welfare

### History and Current Status

Two satellite stations as been needed for sometime. With the economy changing and growth occurring it has to be a high priority for the city to expand fire services to these areas.

### Impact if Delayed/Alternatives

Fires double in size every minute. Without a staffed satellite station we are faced with more dangerous situations due to travel time. Longer travel times also create an environment where the apparatus driver will try to make up time by driving faster and in some cases carelessly to make up time. The cost of construction is rising at an all time high.

### Operating Impact/Other Comments

Two satellite stations would allow for a faster response in the growing parts of the city. Our current location does not allow for this due to location, traffic, and facilities.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design	\$ 250,000						
Purchase			\$ 300,000				
Construction			\$ 5,000,000				
Equipment			\$ 250,000				
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 250,000</b>	<b>\$ 0</b>	<b>\$ 5,550,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund	\$ 250,000		\$ 5,550,000				
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 250,000</b>	<b>\$ 0</b>	<b>\$ 5,550,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Tommy Cole, Fire Chief

Department: Fire (5300)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** SCBA Replacement

### Description and Scope

In 2018, the city purchased 12 SCBAs to begin the process of SCBA upgrades. In 2022, the remainder of the SCBAs will meet the end of life as determined by NFPA & OSHA Standards in November 2021. We have applied for a FEMA grant for the total cost of replacement. Grants to be awarded within the next 2-6 months.

### Priority:

High

### Category:

I. Health/Safety/Welfare

### History and Current Status

SCBAs have a life span of 15 years (packs and bottles) as determined by NFPA & OSHA standards. Our SCBAs will expire in November 2021.

### Impact if Delayed/Alternatives

Firefighters can no longer perform their jobs without in-date SCBAs. We currently have 12 SCBAs purchased in 2018. This purchase of 14 will complete the upgrade.

### Operating Impact/Other Comments

We currently operate with 2 different models of SCBAs. This is a major safety concern with having to reach the use of packs that do not operate the same. We also spend twice the funds annually to have personnel fit tested on two different packs (another OSHA requirement)

### Justification/Purpose

SCBAs (airpacks) are one of the most important pieces of equipment any firefighter will use. SCBAs provides safe breathing air to firefighters operating in IDLH (immediate danger to life and health) environments. Once the SCBAs expire they can no longer be used, period!

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 126,832
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 126,832</b>

### Funding

General Fund	\$ 126,832
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 126,832</b>



**Contact Person:** Tommy Cole, Fire Chief

**Department:** Fire (5300)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Tire Changer

### Description and Scope

Hunter TCX58W Tire Changer with 220V Turn Table, 10-26" Rim Clamp, & Wheel Lift

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Current tire changer is progressively getting harder to find repair parts for, & will barely mount/dismount many of the tires we service in the Garage.

### Justification/Purpose

Replacing 13yr old tire changer, due to wear, & the inability to change 16.5-19.5 truck/skid steer tires safely.

### Impact if Delayed/Alternatives

We are resorting to manually changing some tire & are getting injured in the process.

### Operating Impact/Other Comments

Mounted 2 19.5s on 1/26, took 1Hr. Should have taken 10min.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 14,000					
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 14,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 14,000					
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 14,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Gary Gerringer

Department: City Garage (6650)





## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Downtown Dumpster Program

### Description and Scope

To move from roll carts to dumpsters in Downtown for trash and recycling. The goal is to use waste reduction grants to reduce cost and switch out a block at year if we can work out Public/Private agreements to expand service. The grant if approved will pay 80% of recycling cost.

### Priority:

Medium

### Category:

I. Health/Safety/Welfare

### History and Current Status

There are currently 110 trash carts serviced twice per week by Sanitation and 90 recycling carts serviced bi-weekly by GFL.

### Impact if Delayed/Alternatives

With continued growth the numbers of carts and time to service is increasing and room to place carts are decreasing. The truck that is used for town is 20 years old and nearing replacement.

### Justification/Purpose

Switching to dumpsters will free up space, reduce wind blown litter and remove trash from back of buildings. This will reduce fire hazards, rodent/bug issues and improve appearance and to allow Businesses to better utilize space. This will also free up City staff to help offset growth in other areas.

### Operating Impact/Other Comments

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Burke Robertson

Department: Sanitation (5800)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Truby Dr. Repair Design

### Description and Scope

Truby Dr. is concrete road that serves as the only entrance to Flying -J diesel pumps with average traffic of 80 trucks per hour coming in and out. The field condition study has been conducted. There needs to be a design study for maximum design life for best value and design project and obtain NCDOT approval. Final design will determine construction cost.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The road is over 20 years old. The concrete is failing. ECS has done soil testing and AWCK is working on engineering options.

### Justification/Purpose

To repair the failing concrete road beside Flying J. This road is the entry to the fuel pumps for trucks. Due to the very high volume of heavy truck traffic the road is starting to fail. There are other business on this road and is there only access.

### Impact if Delayed/Alternatives

The road will continue to degrade allowing water in to the sub-grade and increase repair cost. AWCK is researching options to reduce cost with the highest life cycle. Those studies are not complete. Checked with DOT about allowing Flying J to put a entrance into there parking lot to reduce the heavy truck traffic on

### Operating Impact/Other Comments

Truby Dr is a very high traffic road. It was estimated at over 80 trucks per hour. The repair of this road will require closing the road. A temporary entrance will be required to keep the fuel pumps open. We have no cost estimates at this time but believe that the cost will exceed the annual paving budget.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design	\$ 12,577	\$ 15,000	\$ 7,500				
Purchase							
Construction							
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 12,577</b>	<b>\$ 15,000</b>	<b>\$ 7,500</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund	\$ 12,577	\$ 15,000	\$ 7,500				
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 12,577</b>	<b>\$ 15,000</b>	<b>\$ 7,500</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Rod Payne

Department: Streets and Highways (5600)





## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Public Works Asphalt Repair and Resurfacing

### Description and Scope

Repair, BST and resurface Public Works.

### Priority:

Medium

II. Maintenance/Replacement

### History and Current Status

No written record has been found of last date lots was resurfaced, but according to retirees it is more that 30 years. Repair, BST and resurface Public Works. Picture shows current status.

### Impact if Delayed/Alternatives

Cost of repair will increase every year due to continued deterioration and increasing cost of asphalt.

### Justification/Purpose

The asphalt parking lots and drive isles are way past due for resurfacing and are failing. Project is split over two years with repair in year one so City crew can work on it as time allows to save money. Paving the following year.

### Operating Impact/Other Comments

The asphalt has performed well considering all the truck traffic on a daily basis, but it well beyond its design life.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction		20,000	95,000				
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>		20,000	95,000				\$ 0

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		20,000	95,000				
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>		20,000	95,000				\$ 0

Contact Person: Rod Payne

Department: Streets and Highways (5600)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Pedestrian Sidewalks

### Description and Scope

Install walking paths in various parts of the City as identified in the Pedestrian Plan.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

Currently have projects in progress waiting on easements to move forward.

### Justification/Purpose

Pedestrian Transportation Plan. Walking paths are necessary as to connect citizens to recreational, social and commercial areas.

### Impact if Delayed/Alternatives

### Operating Impact/Other Comments

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction	100000	100000	100000	100000	100000	100000	
Equipment							
Other							
<b>TOTAL PROJECT COSTS</b>	<b>100000</b>	<b>100000</b>	<b>100000</b>	<b>1000000</b>	<b>100000</b>	<b>1000000</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund	100000	100000	100000	100000	100000	100000	
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Rod Payne

Department: Streets and Highways (5600)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Sign Handheld Retroreflector

### Description and Scope

For measuring traffic signage meets ASTM, CIE and DIN specifications.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

We currently do not have this piece of equipment to check signs.

### Justification/Purpose

Makes sure that signs meet requirements by federal law.

### Impact if Delayed/Alternatives

Increased liability from motorist,

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 15,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 15,000</b>

### Funding

General Fund	\$ 15,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 15,000</b>



**Contact Person:** Rod Payne

**Department:** Streets and Highways (5600)



## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** 4x4 Pickup

### Description and Scope

4x4 Pickup for Street Dept to replace 2007 F150.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The truck is currently in service.

### Impact if Delayed/Alternatives

Increased Maintenance cost. Lower fuel economy.

### Justification/Purpose

To replace current truck that will be beyond its service life.

### Operating Impact/Other Comments

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 35,000					
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 35,000					
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 35,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Contact Person: Rod Payne

Department: Streets and Highways (5600)





## 2022-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



**Project Title:** Automated Garbage Truck

### Description and Scope

Truck and chassis with a 28yd high compaction body that utilizes an automated arm to collect 96 gallon waste containers.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

The previous cycle for replacement of trucks was every 5 years. After analyzing operating efficiency it has been increased to every 7 years.

### Impact if Delayed/Alternatives

Results in our ability to collect garbage efficiently. Yields very expensive maintenance cost ranging from \$5,000-\$30,000 and increased down time.

### Justification/Purpose

Removing solid waste from our community in a timely matter helps protect the safety and health of the citizens. Will serve as a frontline truck used in the daily collection of approximately 600 waste containers. In a four day work week, it will collect approximately 2400 residents effectively.

### Operating Impact/Other Comments

Increases efficiency and the average annual maintenance cost ranges from \$1,000-\$30,000.

### Cost

	Prior	21-22	22-23	23-24	24-25	25-26	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 310,000			\$ 310,000	\$ 310,000	
Other							
<b>TOTAL PROJECT COSTS</b>	<b>\$ 0</b>	<b>\$ 310,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 310,000</b>	<b>\$ 310,000</b>	<b>\$ 0</b>

### Funding

	Prior	21-22	22-23	23-24	24-25	25-26	Future
General Fund		\$ 310,000			\$ 310,000	\$ 310,000	
General Obligation Bonds							
Grants							
Other							
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 0</b>	<b>\$ 310,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 310,000</b>	<b>\$ 310,000</b>	<b>\$ 0</b>

Contact Person: Burke Robertson

Department: Sanitation (5800)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Projection system for Graham Civic Center

### Description and Scope

Laser projector, screen, hardware and installation

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

Adapters being used to connect current computers to the 13 year-old projector are not working consistently.

### Impact if Delayed/Alternatives

Groups will not be able to use the projection equipment.

### Justification/Purpose

The current projector in the Civic Center is no longer compatible with modern laptops, therefore, use by City Departments, civic groups and rentals by the general public is compromised.

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 6,300
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 6,300</b>

### Funding

General Fund	\$ 6,300
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 6,300</b>



**Contact Person:** Brian Faucette, GRPD Director

**Department:** Recreation (6200)





## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Retractable Bleachers @ Graham Recreation Center

### Description and Scope

New Sheridan Bleachers  
Gross Seating 160. Net Seats 133  
Seats: Molded Contoured Plastic Modules

Wheelchair Cutouts  
Safety End Rails

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Current bleachers are likely original to the building, meaning they were installed in 1977. Maintenance is becoming an issue as is the ease of use for the staff which must close the bleachers in order to properly clean the floor.

### Impact if Delayed/Alternatives

Continued delay could result in a dangerous seating area.

### Operating Impact/Other Comments

No direct programs would be ended if the bleachers became unusable although spectator seating for youth basketball games would be nonexistent.

### Justification/Purpose

Replace bleachers in Gym #1 for safety and ADA concerns

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	\$ 26,750
Equipment	
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 26,750</b>

### Funding

General Fund	\$ 26,750
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 26,750</b>



**Contact Person:** Vicky Braniff, Center Supervisor

**Department:** Recreation (6200)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Cameras for Graham Regional Park

### Description and Scope

This project will install all infrastructure and cameras for monitoring at Graham Regional Park. Areas of importance include both shelters and parking lots, the inclusive playground, natural playground area and entrance.

### Priority:

Medium

### Category:

IV. New Program

### History and Current Status

No cameras have been installed at Graham Regional Park. During the first few weeks of 2021, several instances of vandalism have occurred. Damage includes a broken restroom door, broken exercise equipment and damage to the Little Free Library.

### Impact if Delayed/Alternatives

Inadequate security coverage of the park system will continue.

### Operating Impact/Other Comments

An installation schedule will be developed with the IT Dept.

### Justification/Purpose

Provide increased monitoring and assist the PD with investigations.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 25,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 25,000</b>

### Funding

General Fund	\$ 25,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 25,000</b>

Current view from camera monitoring the playground, shelter and parking lot



Current view from camera monitoring the restroom building and parking lot



**Contact Person:** Tel Fehlhafer, Parks Maintenance Supervisor

**Department:** Athletic Facilities (6220)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Cameras for S. Graham Park

### Description and Scope

This project will upgrade/replace existing cameras throughout S. Graham Park and will install additional cameras at the entrance.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

One particular camera at S. Graham Park is in constant need of maintenance. The camera was not helpful in identifying suspects who set a recent fire set in the men's restroom at S. Graham Park. The same camera focused on the restroom building/parking lot has required maintenance on three occasions since Jan. 2020.

### Impact if Delayed/Alternatives

Inadequate security coverage of the park system will continue.

### Operating Impact/Other Comments

A replacement/upgrade schedule will be developed with the IT Dept.

### Justification/Purpose

Cameras in S. Graham Park are requiring increased maintenance and are not providing useful monitoring. Repositioning and upgrading cameras to monitor the playground, shelters and walking track at S. Graham Park would provide increased security.

An additional camera at the entrance would also increase security.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 6,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 6,000</b>

### Funding

General Fund	\$ 6,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 6,000</b>

Current view from camera monitoring the playground, shelter and parking lot



Current view from camera monitoring the restroom building and parking lot

**Contact Person:** Tel Fehlhafer, Parks Maintenance Supervisor

**Department:** Athletic Facilities (6220)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Tree removal at Cooke Park

### Description and Scope

Removal of approx. 120 trees, primarily in the nature trail area at Cooke Park.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

The nature trail at Cooke Park is currently closed due to the threat of falling trees. Graham High School, Alamance Christian School and Burlington Christian School have historically used the trail for cross country activities.

### Impact if Delayed/Alternatives

The trail will remain closed until the identified trees are removed.

### Justification/Purpose

This project is the major piece of a comprehensive forestry management program being developed for the park system. Rett Davis visited the park on two occasions to consult with staff on the removal of problematic trees. Some of which have fallen and are now tangled with other tree, others that are diseased and are a threat to fall at any moment.

### Operating Impact/Other Comments

The complexity of this project requires it to be contracted. An RFP will be created once funds are allocated.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	
Other	\$ 75,000
<b>TOTAL PROJECT COSTS</b>	<b>\$ 75,000</b>

### Funding

General Fund	\$ 75,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 75,000</b>



**Contact Person:** Brian Faucette, GRPD Director

**Department:** Athletic Facilities (6220)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Cooke Park Bleacher replacement

### Description and Scope

Replace aging 5-tier bleachers with six, 3-tier bleachers that are lower to the ground.

10 @ \$925 ea.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The age of the existing bleachers is unknown.

### Justification/Purpose

The 3-tier bleachers reflect the use load for the facility. In addition, the height of the existing bleachers reduces the locations bleachers can be used due to the need to be "backed" by a grass surface.

### Impact if Delayed/Alternatives

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 10,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 10,000</b>

### Funding

General Fund	\$ 10,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 10,000</b>



**Contact Person:** Tel Fehlhafer, Parks Maintenance Supervisor

**Department:** Athletic Facilities (6220)





## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Cooke Park Picnic Table replacement

### Description and Scope

Replace wooden picnic tables at Shelter #2 @ Cooke Park with 11 metal tables. Three tables will be ADA accessible, with all tables featuring a plastic coating to allow for easier removal of graffiti. All tables will be 8'.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The age of the wooden tables is unknown.

### Impact if Delayed/Alternatives

Fewer tables will be available for the community.

### Operating Impact/Other Comments

Rental of shelters

### Justification/Purpose

The existing wooden picnic tables are nearing the end of their useful life. Some tables will not be able to be repaired while the cost for repairing other tables is high.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 10,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 10,000</b>

### Funding

General Fund	\$ 10,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 10,000</b>



**Contact Person:** Tel Fehlhafer, Parks Maintenance Supervisor

**Department:** Athletic Facilities (6220)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Ventrac 4500 Tractor/ 72" mowind deck

### Description and Scope

Ventrac 4500 Diesel Tractor/mower to replace a Scag zero turn mower that needs to be replaced due to high hours and mechanical issues.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

We are currently purchasing a mower every other year and didnt purchase one in 20/21 year.

### Impact if Delayed/Alternatives

If one mower was to go down for an extended period of time we could get behind mowing.

### Justification/Purpose

This mower will be used to mow grounds and steep slopes at water plant, wastewater plant as well as interstate interchanges that are to steep to mow with zerc turn mowers.

### Operating Impact/Other Comments

This is a very versatle machine as it has many attachments such as Aero/vator, snow blade, stump grinder and many other attachments.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 31,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 31,000</b>

### Funding

General Fund	\$ 31,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 31,000</b>



**Contact Person:** Tim Covington, Property Maint

**Department:** Property Maintenance (6450)





## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Bucket Truck

### Description and Scope

Replace 1980 bucket truck for tree work, hanging banners, working on signs/lights and Christmas lights.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The 1980 Chevrolet bucket truck is currently in Service.

### Impact if Delayed/Alternatives

The amount of hour or two jobs that we do on a regular basis with a bucket truck makes renting as problems arise cost prohibitive and availability of lifts and bucket trucks compounds issue. Aerial work would have to wait until there was enough work to justify rental cost for day or week and one was available.

### Justification/Purpose

We use this weekly to preform such task as repairing and replacing lights in parking lots and buildings. Installation of Christmas lights and street tree trimming. The unit is showing its age. To return the unit to a state of dependably will cost more than the remaining value of the machine.

### Operating Impact/Other Comments

Having a bucket truck when needed is benefit to City. It allows quick response in emergency situations and adds flexibility to scheduling work. Truck was in last years budget.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 142,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 142,000</b>

### Funding

General Fund	\$ 142,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 142,000</b>



**Contact Person:** Tim Covington, Prop. Maint.

**Department:** Property Maintenance (6450)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Long Ave and Albright Ave- Sewer pipe relocation

### Description and Scope

Replace and relocate sewer main that serves the 300 block of Long Ave and the main that serves 300 – 316 Albright Ave. I have attached one option that can be explored but this will take considerable engineering to determine the best course of action.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

We have cleared multiple root blockages and video inspection indicates fractured pipe and problematic offset joints.

### Justification/Purpose

The sewer mains are in poor condition. The 6" diameter clay pipe runs under two homes and has a heavy root intrusion problem. The main pipe has many stress fractures and offset joints.

### Impact if Delayed/Alternatives

Continued complaints, root removal and pipe point repairs. I feel due to main pipe located under homes relocation is needed.

### Operating Impact/Other Comments

Continued overflows, repair and response to customer complaints.

### Cost

	Total Cost
Planning/Design	\$ 45,000
Purchase	
Construction	\$ 375,180
Equipment	
Other	\$ 33,000
<b>TOTAL PROJECT COSTS</b>	<b>\$ 453,180</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 453,180
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 453,180</b>



Contact Person: Ladd Nall

Department: Water and Sewer Distribution (4600)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Distribution System Hydraulic Model

### Description and Scope

The adequacy of a water distribution system is evaluated based on its ability to provide the volume of water required to satisfy the demands of the customers in the service area at adequate system pressures.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

### Impact if Delayed/Alternatives

### Operating Impact/Other Comments

### Justification/Purpose

Hydraulic models illustrate the effects of changing demand and conditions on water distribution and wastewater collection systems predicting pressures, identifying bottlenecks, and demonstrate the effectiveness of proposed solutions. By testing different alternatives and using the existing system to full advantage, models help utilities minimize the cost of improvements.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	
Other	\$ 20,000
<b>TOTAL PROJECT COSTS</b>	<b>\$ 20,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 20,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 20,000</b>



**Contact Person:** Ladd Nail

**Department:** Water and Sewer Distribution (4600)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Roof for Operation Building

### Description and Scope

Remove current roof system and install new membrane roof system.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

Current roof is 20+ years old. There is obvious leaking in certain areas of the building.

### Impact if Delayed/Alternatives

Potential damage to interior structures due to leaking.

### Justification/Purpose

New roof system would eliminate current leakage and prevent future leakage that might occur due to the age of the current roof.

### Operating Impact/Other Comments

Many electrical components are housed in the building that are used to safely produce the drinking water and maintain operational checks on the water treatment system that could be damaged by leaking from the roof.

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	\$ 75,000
Equipment	
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 75,000</b>

### Funding

General Fund	\$ 75,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 75,000</b>



Contact Person: Tonya Mann, Utilities Director

Department: Water Treatment Plant (4800)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Rebuild Raw Water #4

### Description and Scope

Rebuild current #4 raw water pump.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

Pump was put in service in 2001. Pump is approximately 20 years old and still functioning properly but near end of life cycle.

### Justification/Purpose

Near end of life cycle.

### Impact if Delayed/Alternatives

Plant has 3 other raw water pumps in use.

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	\$ 60,000
Construction	
Equipment	
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 60,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 60,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 60,000</b>



**Contact Person:** Tonya Mann

**Department:** Water Treatment Plant (4800)





## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** AWD SUV

### Description and Scope

All wheeled drive vehicle needed to replace current front wheeled drive vehicle.

**Priority:**

Medium

**Category:**

II. Maintenance/Replacement

### History and Current Status

Operational but with limitations.

### Justification/Purpose

Current front wheeled drive vehicle has limitations during inclement weather. Access to areas have proven to be a challenge in wet weather as well.

### Impact if Delayed/Alternatives

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 38,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 38,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 38,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 38,000</b>



**Contact Person:** Tonya Mann, Utilities Director

**Department:** Water Treatment Plant (4800)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** SCADA upgrade

### Description and Scope

SCADA system provides real time analysis of the WWTP and Liftstations

### Priority:

Low

### Category:

III. Expansion of Existing

### History and Current Status

WWTP has been using SCADA since 2001. Current SCADA system was installed in 2014

### Justification/Purpose

### Impact if Delayed/Alternatives

Increased potential of spills at Liftstations due to communications breakdowns.

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	\$ 15,000
Construction	
Equipment	
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 15,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 15,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 15,000</b>



**Contact Person:** Tonya Mann

**Department:** Wastewater Treatment Plant (5900)





## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Door Replacements

### Description and Scope

Replacement of single and double door structures in RAS Pumphouse 1, RAS Pumphouse 2 and Digester Building.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

In RAS Pumphouses, doors and door frames are rusting through. In Digester building, door is not operational

### Impact if Delayed/Alternatives

Doors and door frames will continue to decay and become safety hazard.

### Operating Impact/Other Comments

Increase heating costs of buildings and potential safety hazard.

### Justification/Purpose

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	
Other	\$ 10,000
<b>TOTAL PROJECT COSTS</b>	<b>\$ 10,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 10,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 10,000</b>



**Contact Person:** Cris Routh, Superintendent

**Department:** Wastewater Treatment Plant (5900)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Sludge mixer pump

### Description and Scope

Mixer Pumps are used to condition, mix and pump digested sludge to transport trucks that is ready for application at the city farm.

### Priority:

High

### Category:

II. Maintenance/Replacement

### History and Current Status

Other two pumps have been replaced in recent years; this pump runs almost continuously and has been pulled many times for repairs due to decay

### Impact if Delayed/Alternatives

Pump failure would hinder mixing of sludge possibly affecting quality that is applied.

### Operating Impact/Other Comments

### Justification/Purpose

### Cost

	Total Cost
Planning/Design	
Purchase	\$ 33,000
Construction	
Equipment	
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 33,000</b>

### Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 33,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 33,000</b>



**Contact Person:** Tonya Mann

**Department:** Wastewater Treatment Plant (5900)



## CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

**Project Title:** Maintenance Truck 4X4

### Description and Scope

4x4 Pickup for Maintenance Dept replace 2006 Truck.

### Priority:

Medium

### Category:

II. Maintenance/Replacement

### History and Current Status

The truck is currently in service.

### Impact if Delayed/Alternatives

Increased Maintenance cost. Lower fuel economy.

### Justification/Purpose

To replace current truck that will be beyond its service life.

### Operating Impact/Other Comments

### Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 35,000
Other	
<b>TOTAL PROJECT COSTS</b>	<b>\$ 35,000</b>

### Funding

General Fund	\$ 35,000
General Obligation Bonds	
Grants	
Other	
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 35,000</b>



**Contact Person:** Cris Routh, Superintendent

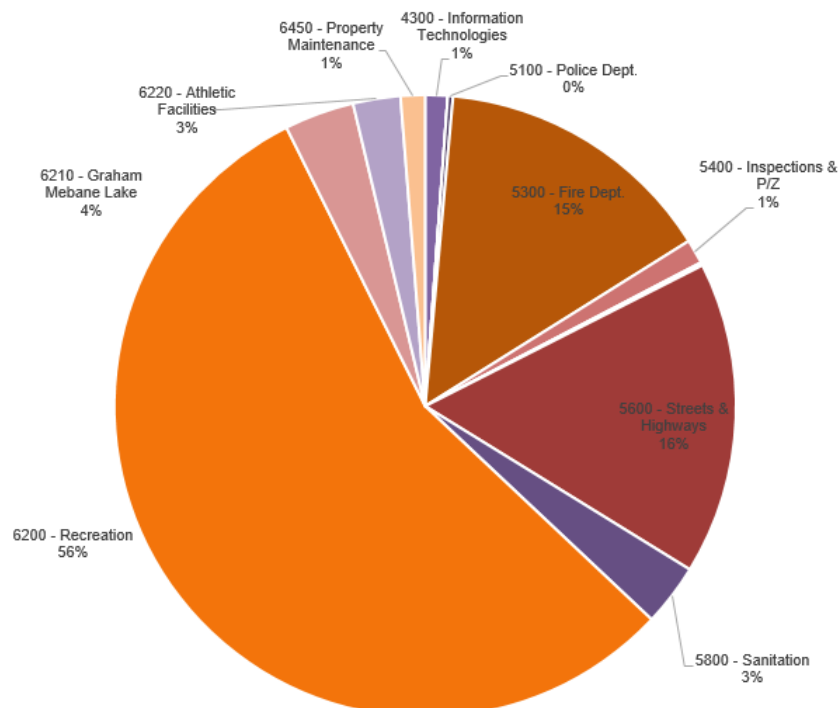
**Department:** Wastewater Treatment Plant (5900)

## 5. APPENDIX 2: GENERAL FUND CAPITAL IMPROVEMENT SCHEDULES

### General Fund Summary

#### ALL DEPARTMENTS

Subtotal		14,643,982	2,661,800	3,438,275	3,164,500	20,947,750	44,856,307
<b>4300 - Information Technologies</b>		119,500	84,800	86,800	140,800	90,800	522,700
<b>5100 - Police Dept.</b>		121,500	0	0	0	0	121,500
<b>5300 - Fire Dept.</b>		6,576,832	0	0	0	0	6,576,832
<b>5400 - Inspections &amp; P/Z</b>		67,400	150,000	150,000	200,000	0	567,400
<b>5500 - Traffic Engineering</b>		14,000	0	0	0	0	14,000
<b>5550 - City Garage/Warehouse</b>		14,000	0	0	0	45,000	59,000
<b>5600 - Streets &amp; Highways</b>		1,190,000	1,092,500	1,370,475	1,944,700	1,699,825	7,297,500
<b>5800 - Sanitation</b>		335,000	25,000	25,000	335,000	725,000	1,445,000
<b>6200 - Recreation</b>		5,625,250	303,500	500,000	225,000	18,297,125	24,950,875
<b>6210 - Graham Mebane Lake</b>		263,000	685,000	485,000	140,000	55,000	1,628,000
<b>6220 - Athletic Facilities</b>		134,000	321,000	546,000	84,000	20,000	1,105,000
<b>6450 - Property Maintenance</b>		183,500	0	275,000	95,000	15,000	568,500
							44,856,307
Subtotal	0	14,643,982	2,661,800	3,438,275	3,164,500	20,947,750	



## Department Schedules

### 4300- Information Technologies

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		119,500	84,800	86,800	140,800	90,800	522,700
<i>Computer Replacements</i>		52,000	54,000	56,000	60,000	60,000	282,000
<i>Downtown WiFi Project</i>		30,000	9,600	9,600	9,600	9,600	68,400
<i>Network Refresh</i>		15,500	16,000	16,000	16,000	16,000	79,500
<i>City Hall Phone System Replacement</i>		9,500	5,200	5,200	5,200	5,200	30,300
<i>Firewall Replacement</i>		12,500			50,000		62,500
							0
<b>Subtotal</b>	0	119,500	84,800	86,800	140,800	90,800	522,700

### 5100-Police Department

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		121,500	0	0	0	0	121,500
<i>Downtown Cameras</i>		16,500					16,500
<i>Security Fence</i>		85,000					85,000
<i>Flooring Replacement</i>		20,000					20,000
							121,500
<b>Subtotal</b>	0	121,500	0	0	0	0	

### 5300-Fire Department

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		6,576,832	0	0	0	0	6,576,832
<i>Fire Engine Replacement</i>		900,000					900,000
<i>Construction of (2) Fire Stations</i>		5,550,000					5,550,000
<i>SCBA Upgrade</i>		126,832					126,832
							6,576,832
<b>Subtotal</b>	0	6,576,832	0	0	0	0	



**5400-Inspections P/Z**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		67,400	150,000	150,000	200,000	0	567,400
<i>Transportation Plan- w/ MPO Match</i>				150,000			150,000
<i>Development Ordinance Rewrite</i>					200,000		200,000
<i>Comprehensive Plan Update</i>			150,000				150,000
<i>DFI Site Opportunity Identification</i>		67,400					67,400
							567,400
<b>Subtotal</b>	0	67,400	150,000	150,000	200,000	0	

**5550-City Garage & Warehouse**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		14,000	0	0	0	45,000	59,000
<i>Fuel System Upgrade</i>						45,000	45,000
<i>Tire Changer</i>		14,000					14,000
							59,000
<b>Subtotal</b>	0	14,000	0	0	0	45,000	

**5600-Streets & Highways**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		1,190,000	1,092,500	1,370,475	1,944,700	1,699,825	7,297,500
<i>Marshall, Travora, Pomeroy Storm Drain Project</i>		70,000	70,000	455,475	1,004,700	359,825	1,960,000
<i>Pickup Truck Replacement</i>		35,000					35,000
<i>Sign Handheld Retroreflector</i>		15,000					15,000
<i>Truby Drive Repair Design</i>		15,000	7,500				22,500
<i>Wheel Loader</i>						225,000	225,000
<i>Pedestrian Sidewalks</i>		100,000	100,000	100,000	100,000	100,000	500,000
<i>Street Resurfacing</i>		725,000	750,000	775,000	800,000	825,000	3,875,000
<i>Accubatch Brine Maker</i>			35,000				35,000
<i>Municipal Parking Lots</i>		35,000	35,000	40,000	40,000	45,000	195,000
<i>Tandem Dump Truck</i>		175,000					175,000
<i>Mini Excavator</i>						145,000	145,000
<i>Public Works Asphalt Repair and Resurface</i>		20,000	95,000				115,000
							7,297,500
<b>Subtotal</b>	0	1,190,000	1,092,500	1,370,475	1,944,700	1,699,825	

**5800-Sanitation**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		335,000	25,000	25,000	335,000	725,000	1,445,000
<i>Automated Garbage Truck Replacement</i>		310,000			310,000	310,000	930,000
<i>Rear Loading Refuse Truck Replacement</i>						230,000	230,000
<i>Knuckle Boom Truck</i>						185,000	185,000
<i>Downtown Dumpster Program</i>		25,000	25,000	25,000	25,000		100,000
							1,445,000
<b>Subtotal</b>	0	335,000	25,000	25,000	335,000	725,000	

**6450-Property Maintenance**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		183,500	0	15,000	0	15,000	213,500
<i>New Public Works Building</i>							0
<i>Ventrac 4500 Tractor</i>		31,000					31,000
<i>24000 LBS Flatbed Trailer</i>		10,500					10,500
<i>Bucket Truck</i>		142,000					142,000
							0
							0
<i>Zero Turn Mower</i>				15,000		15,000	30,000
							213,500
<b>Subtotal</b>	0	183,500	0	15,000	0	15,000	

**6200-Recreation**

	Fiscal Year	FY 2021- 2022	FY 2022- 2023	FY 2023- 2024	FY 2024- 2025	FY 2025- 2026	Total
<b>Subtotal</b>		5,525,250	145,000	350,000	225,000	18,297,125	24,542,375
<i>Multi-purpose Fields</i>		4,716,250					4,716,250
<i>Baseball/Softball Complex</i>						4,892,750	4,892,750
<i>Amphitheater</i>						2,145,000	2,145,000
<i>Recreation Center at GRP</i>						10,759,375	10,759,375
<i>Streaming Video at Cooke Park Fields</i>							0
<i>Arts Council Interior Painting</i>		8,500					8,500
<i>GRP- Splash Park</i>				350,000			350,000
<i>Graham Rec Center Gym Floor Replacement</i>			145,000				145,000
<i>Projection Center at Civic Center</i>		6,300					6,300
<i>GRP- Shelter #2</i>					225,000		225,000
<i>Recreation Center- Power Operated Goals</i>		36,100					36,100
<i>Removable Bollards for Event Safety</i>		28,225					28,225
<i>GRP- Shelter #3 and #4</i>						500,000	500,000
<i>Graham Regional Park Water/Sewer Line</i>		703,125					703,125
<i>Graham Rec Center Retractable Bleachers</i>		26,750					26,750
							24,542,375
<b>Subtotal</b>	0	5,525,250	145,000	350,000	225,000	18,297,125	

**6210-Graham Mebane Lake**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		250,000	685,000	0	0	55,000	990,000
<i>Boat Dock System</i>		100,000					100,000
<i>Boat Launch Ramp Project</i>		150,000					150,000
<i>Marina Building</i>			685,000				685,000
<i>Lake Overlook</i>						55,000	55,000
<b>Subtotal</b>		250,000	685,000	0	0	55,000	

**6220-Athletic Facilities**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		120,000	301,000	540,000	34,000	0	995,000
<i>Picnic Table Replacement-Cooke Park</i>		10,000					10,000
<i>Cooke Park- repaving</i>			235,000				235,000
<i>Cooke Park Tennis Courts</i>				500,000			500,000
<i>Greenway Park New Playground</i>			50,000				50,000
<i>Expand Basketball Court at Bill Cooke</i>				40,000			40,000
<i>Bleacher Replacement Cooke Park</i>		10,000					10,000
<i>Cameras for Graham Regional Park</i>		25,000					25,000
<i>Cameras for Cooke Park</i>			6,000				6,000
<i>Tree Removal at Cooke Park</i>		75,000					75,000
<i>S. Graham Park- Perimeter Track Renovation</i>					18,000		18,000
<i>Public Art</i>			10,000		10,000		20,000
<i>Scoreboards- Cooke Park</i>					6,000		6,000
<b>Subtotal</b>	0	120,000	301,000	540,000	34,000	0	995,000

## 6. APPENDIX 3: WATER & SEWER CAPITAL IMPROVEMENT SCHEDULES

### Water & Sewer Fund Summary

As previously mentioned, the Water and Sewer Fund is capital intense. Aging infrastructure and regulatory mandates require that the City understand and prepare for upcoming projects. Unlike the General Fund, Water and Sewer Fund Capital Improvements look beyond 5 years and into 10 years. Years 5-10 have not been assigned a particular year of implementation, but are nevertheless identified for planning purposes. For the 10-year schedule of improvements, it is estimated that the Water and Sewer Fund will require approximately \$56,000,000 in capital investment.

#### ***Water / Sewer Fund Totals***

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		1,300,430	4,370,450	1,167,750	1,305,650	12,671,220	20,815,500
4500 - Adm. Water Bill & Meter		0	0	0	0	0	0
4600 - Water & Sewer Distribution		792,180	3,749,300	210,000	1,156,900	10,563,470	16,471,850
4700 - Maintenance & Lift Station		40,000	40,000	20,000	25,000	25,000	150,000
4800 - Water Treatment Plant		295,750	354,250	737,750	110,750	82,750	1,581,250
5900 - Wastewater Treatment Plant		172,500	226,900	200,000	13,000	2,000,000	2,612,400
							20,815,500



## Department Schedules

### 4600 - Water & Sewer Distribution

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		792,180	3,749,300	210,000	1,156,900	10,563,470	16,471,850
Mini Excavator 22		72,000					72,000
Cheek Lane Water Main Extension			758,000				758,000
Lacy Holt Rd-Extend Water Main						400,000	400,000
Long & Albright Ave Sewer Pipe Relocation		453,180					453,180
New & Parker St Sewer Pipe Replacement					362,000		362,000
New Street Sewer Main Replacement					354,900		354,900
10" Water Main Renewal- Phase 1 Plant to Pomeroy						6,124,890	6,124,890
10" Water Main Renewal- Phase 2 Parker to Townbranch						1,478,580	1,478,580
100 & 200 Block of West Elm St Waterline Replacement			528,300				528,300
Auto Park Drive Waterline Extension						315,000	315,000
Backhoe Replacement					100,000		100,000
Chemical Root Control		35,000	35,000	40,000	40,000	45,000	195,000
NE Ct Sq Quad Sewer Main Relocation					150,000		150,000
Elevated Storage Tank						2,000,000	2,000,000
Distribution System Hydraulic Model				20,000			20,000
Manhole Rehab		50,000	50,000	50,000	50,000	50,000	250,000
Relocation of Department			2,240,000				2,240,000
Truck Replacement		70,000					70,000
Service Pickup Truck 4x4			38,000				38,000
Sewer Main Cured in Place Pipe Lining		100,000	100,000	100,000	100,000	150,000	550,000
Tilt Trailer		12,000					12,000
							16,471,850
<b>Subtotal</b>	0	792,180	3,749,300	210,000	1,156,900	10,563,470	

### 4700 - Maintenance & Lift Stations

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		40,000	40,000	20,000	25,000	25,000	150,000
Haw River Upgrade							0
Spare Pumps For Lift Stations		40,000	40,000	20,000	25,000	25,000	150,000
							150,000
<b>Subtotal</b>	0	40,000	40,000	20,000	25,000	25,000	

**4800-Water Treatment Plant**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		295,750	354,250	737,750	110,750	82,750	1,581,250
Deionized Water System			6,500				6,500
DR6000 Spectrophptometer					13,000		13,000
THM Analyzer						45,000	45,000
TOC Analyzer			30,000				30,000
Air Scour Backwash				700,000			700,000
Clear Wells Maintenance		37,750	37,750	37,750	37,750	37,750	188,750
SCADA Upgrade			15,000				15,000
Enclose Bleach Bulk Tanks			150,000				150,000
Rebuild Raw Water #4					60,000		60,000
Upgrade Raw Water #3 pump			115,000				115,000
Resurface Plant Drive		145,000					145,000
AWD SUV		38,000					38,000
Admin Roof replacement		75,000					75,000
							1,581,250
<b>Subtotal</b>	0	295,750	354,250	737,750	110,750	82,750	

**5900-Wastewater Treatment Plant**

	Fiscal Year	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
<b>Subtotal</b>		172,500	226,900	200,000	13,000	2,000,000	2,612,400
Sludge Feed Pump VFD		5,000					5,000
Sludge Mixer Pump (3- total)		100,000					100,000
BOD Incubator					7,000		7,000
Deionized Water System		7,500					7,500
Fume Hood			10,000				10,000
Sterilmatic Sterilizer			16,900				16,900
Vacuum Pump					6,000		6,000
Secondary Clarifier #1 and #2				200,000			200,000
Secondary Clarifier #4			100,000				100,000
Door replacements		10,000					10,000
SCADA Upgrade		15,000					15,000
#3 Secondary Clarifier			100,000				100,000
Manitenance Truck 4x4		35,000					35,000
Class A Biosolids						2,000,000	2,000,000
							2,612,400
<b>Subtotal</b>	0	172,500	226,900	200,000	13,000	2,000,000	

