

Item Title: Adopt Fiscal Year 2019 Operating Budgets, Capital Improvement Projects, Special Revenue Projects, and Personnel Authorization Ordinances

Specific Action Requested:

That the Board of Commissioners adopts the following FY 2019 budget-related ordinances:

Operating Budgets Funds Ordinances

- General Fund Annual Operating Budget
- Debt Service Fund Annual Operating Budget
- Fire Tax District Fund Annual Operating Budget
- Major Facilities Fund Annual Operating Budget
- Solid Waste Enterprise Fund Annual Operating Budget
- South Wake Landfill Partnership Fund Annual Operating Budget
- Corporate Fleet Fund Annual Operating Budget
- Human Services Transportation Fund Annual Operating Budget

Capital Improvement Projects Funds Ordinance, inclusive of:

- County Capital Projects Fund
- Fire Tax District Capital Projects Fund
- Major Facilities Capital Projects Fund
- Solid Waste Capital Projects Fund
- Housing Capital Projects Fund
- Wake Technical Community College Capital Projects Fund
- Wake County Public School System Capital Projects Fund

Special Revenue Project Ordinances

- Housing and Community Revitalization Fund Project Ordinance
- Capital Area Workforce Development Fund Project Ordinance
- Grants and Donations Fund Project Ordinance

Personnel Authorization Ordinance

Item Summary:

Purpose: In compliance with the *North Carolina Local Government Budget and Fiscal Control Act* (G.S. 159, Article 3) the Board of Commissioners adopts an annual balanced budget ordinance covering a fiscal year beginning July 1 and ending June 30 for all governmental and proprietary funds except funds authorized by project ordinances.

Background: On May 9, 2018, the County Manager presented a recommended FY 2019 General Fund budget totaling \$1,318,600,000 to the Board of Commissioners. This recommended budget is balanced as required by and defined in the State's Local Government Budget and Fiscal Control Act. On May 21, 2018, the Board of Commissioners held a

public hearing regarding the FY 2019 budget in the Board of Commissioner's Meeting Room and continued the hearing that same day at the Wake County Commons Building.

Board Goal: This Board action supports routine County business.

Fiscal Impact: The FY 2019 General Fund budget presented for adoption totals \$1,316,123,000, and reflects a property tax increase of 2.9 cents for a final property tax rate of 64.4 cents per \$100 property valuation. The budget maintains the Fire Tax District tax rate of 9.60 cents per \$100 property valuation and maintains the household disposal fee at \$20 per household per year.

Additional Information:

Changes to Recommended Budget

General Fund

At the May 30, 2018 budget work session, County staff identified technical changes to the Recommended Budget.

Personnel Authorization

	FTE
Recommended	4,208.084
Transfer of Peak Load Ambulance Unit to Eastern Wake EMS Contracted Unit	(4.000)
Addition of personnel from Apex EMS	16.000
Addition of Information Security Communications Analyst	1.000
Personnel – Adopted	4,221.084

General Fund

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$1,318,600,000	\$1,318,600,000
Transfer to Housing Capital Fund/Use of ABC Fund Balance	(\$2,477,000)	(\$2,477,000)
EMS – Transferred portion of purchase of ambulance to Fleet Fund		(\$257,000)
Information Services Security Analyst		\$107,000
Wake Smiles		\$50,000
Boys and Girls Club		\$100,000
General Fund - Adopted	\$1,316,123,000	\$1,316,123,000

WCPSS Actual Enrollment Reserve: The FY 2019 appropriation for WCPSS reflects a reserve for actual enrollment as stated in Section 4(B) below.

Section 4(B): ACTUAL ENROLLMENT RESERVE. A reserve is hereby established in Non-Departmental of \$5,235,245 to hold back an appropriation amount equal to \$2,617.62 per pupil times 2,000 students. The per pupil funding is based upon an estimated appropriation of \$424,910,836 which excludes estimated payments to charter schools of \$36,089,164, divided by projected WCPSS enrollment of 162,327. Upon determination of the actual 40th day WCPSS enrollment numbers reported to the state and the Charter enrollment as of the same period, the WCPSS appropriation will be recalculated based on the actual enrollment counts and an item brought forward to the Board of Commissioners for purposes of determining of setting the final FY 2019 appropriation for WCPSS.

Fleet

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$9,930,000	\$9,930,000
Realigning Apex EMS ambulance and vehicle costs	\$121,000	\$121,000
Realigning Eastern Wake EMS ambulance and vehicle costs	\$241,000	\$241,000
Increase in use of fund balance to partially fund new ambulance	\$257,000	\$257,000
Fleet Fund - Adopted	\$10,549,000	\$10,549,000

Housing Special Revenue

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$6,881,000	\$6,881,000
Increase in funds from U.S. Department of Housing and Urban Development	\$645,000	\$645,000
Housing Special Revenue - Adopted	\$7,526,000	\$7,526,000

Housing Capital

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$17,701,000	\$17,701,000
Reduction in transfer of ABC Fund Balance due to FY18 appropriation toward Multi-Family Affordable Housing Development	(\$2,453,000)	(\$2,453,000)
Calculation correction	(\$24,000)	(\$24,000)
Housing Capital - Adopted	\$15,224,000	\$15,224,000

County Capital

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$36,898,962	\$36,898,962
Corrected Economic Development element for future Water, Sewer and Road projects	\$263,000	\$263,000
County Capital - Adopted	\$37,161,962	\$37,161,962

Wake Tech Capital

	<u>Revenues</u>	<u>Expenditures</u>
Recommended	\$79,456,000	\$79,456,000
Project schedule refinement	(\$4,537,000)	(\$4,537,000)
Wake Tech Capital – Adopted	\$74,919,000	\$74,919,000

Budget Ordinances

The attachments include all ordinances necessary to implement the FY 2019 operating, capital, and project budgets.

The totals of each budget (displayed by fund), as recommended by the County Manager on May 9 and amended by the Board of Commissioners on May 30 are:

Fund

Operating Budgets

General Fund	\$1,316,123,000
Debt Service Fund	296,520,000
Fire Tax District Fund	27,536,000
Major Facilities Fund	57,315,000
Solid Waste Enterprise Fund	15,487,000
South Wake Landfill Partnership Fund	17,500,000
Corporate Fleet Fund	10,549,000
Human Services Transportation Fund	8,730,000

Capital Improvement Projects

County Capital Projects Fund	37,161,962
Fire Tax District Capital Projects Fund	6,539,000
Major Facilities Capital Projects Fund	3,238,045
Solid Waste Capital Projects Fund	615,000
Housing Capital Projects Fund	15,224,000
Wake County Public School System Capital Projects Fund	22,023,000

Special Revenue Projects

Housing & Community Revitalization Fund	7,526,000
Capital Area Workforce Development Fund	5,745,000
Grants and Donations Fund	4,041,336

Personnel Ordinance

In addition to budget and project ordinances, attached is the Personnel Authorization Ordinance. This ordinance establishes the Board approved staffing levels (by full-time equivalent or FTE) for every County department and fund during FY 2019. A personnel authorization ordinance is not required by State statute, but is included to formally adopt authorized positions.

The personnel ordinance also includes pay band adjustments, as a result of market comparisons and adjustments to reflect the County's living wage policy. The salary of individual employees in the affected bands are unchanged unless the current salary is below the minimum of the new band or it is impacted by the Human Resources Department recommended adjustments.

The pay band changes are as follows:

EFFECTIVE 7/1/2018

Proposed Labor Market Band Changes

NON- EXEMPT

Classification	Reason for Change	Prior Band	New Band
Emergency Management Specialist	Labor Market	8	9
Executive Assistant	Labor Market	5	6
Medical Technologist	Labor Market	6	7
Vital Records Specialist	*	N/A	6
Deputy Director Telecommunications	*	N/A	7

EXEMPT

Classification	Reason for Change	Prior Band	New Band
Human Services Assistant Division Director	Labor Market	31	32
Workforce Development Director	Labor Market	32	33
EMS Shift Supervisor	*	N/A	105
Assistant Purchasing Director	*	N/A	31
Business Analytics Manager	*	N/A	31
Data Analyst	*	N/A	31
Senior Budget and Management Analyst	*	N/A	31
Assistant County Manager	*	N/A	33
Assistant Director - Budget and Management Services	*	N/A	33
Enterprise Architect	*	N/A	33
Housing Director	*	N/A	36
Senior Deputy County Manager	*	N/A	39
New Title: Chief of Operations – Sheriff	*	97	97
*Various effective dates			

Salary Range Revisions

The band number remains the same for the following classes; however, the salary range will be revised based on labor market results:

Classification	Reason for Change	Band
Dental Director	Labor Market	55
Dentist	Labor Market	54
Psychologist	Labor Market	51

Attachments:

1. General Fund Operating Budget Ordinance
2. Debt Service Fund Ordinance
3. Fire Tax District Fund Ordinance
4. Major Facilities Fund Ordinance
5. Solid Waste Enterprise Fund Ordinance
6. South Wake Landfill Partnership Fund Ordinance
7. Corporate Fleet Fund Ordinance
8. Human Services Transportation Fund Ordinance
9. Capital Improvement Projects Funds Ordinance
10. Housing and Community Revitalization Fund Project Ordinance
11. Capital Area Workforce Development Fund Project Ordinance
12. Grants and Donations Fund Project Ordinance
13. Personnel Authorization Ordinance