

## GENERAL FUND OPERATING BUDGET ORDINANCE FOR FISCAL YEAR 2021

**BE IT ORDAINED** by the Board of County Commissioners of Wake County, North Carolina, that the following budget ordinance for the General Fund is hereby adopted:

**Section 1: TAX LEVY.** There is hereby levied a tax at the revenue neutral rate of sixty cents (60.00 ¢) per one hundred dollars (\$100) valuation of property that is located within Wake County and listed for taxes as of January 1, 2020. The revenue from this source is included in real, personal and public service property in "Ad Valorem Taxes" in Section 2 of this Ordinance.

This rate is based on estimated valuation of property, for the purpose of taxation of: (1) 100% of total assessed property tax value of real, personal and public service valuation of one hundred seventy-six billion, four hundred and eighty-two million (\$176,482,000,000) and an estimated collection rate of 99.25%; and (2) 100% of total assessed property tax value of vehicle valuation of twelve billion, one hundred and fifty-eight million (\$12,158,000,000) and an estimated collection rate of 99.50%.

The Tax Administrator of Wake County is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Wake County Tax Administration Department in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Wake, and this order shall be a full and sufficient authority to direct, require, and enable the Tax Administrator to levy on and sell any real or personal property of such taxpayers, with or without the assistance of the Wake County Sheriff, for and on account thereof, in accordance with law.

**Section 2: GENERAL FUND. (A) REVENUES.** It is estimated that the following revenue will be available in the General Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Ad Valorem Taxes	\$1,127,859,000
Sales Tax	162,189,000
Lease/Rental Vehicle Tax	3,350,000
Payment in Lieu of Taxes	1,222,003
Real Property Transfer (Excise) Tax	9,653,000
Federal Shared Revenues	12,608,641
State Shared Revenues	56,711,872
Local Shared Revenues	4,101,444
Licenses and Permits	4,737,920
Charges for Services	62,451,361
Investment Earnings	5,220
Miscellaneous	385,826
Transfers from Other Funds	2,779,728
Intra-fund Transfers	7,981,000
Appropriated Fund Balance	
Committed for Health and Dental Insurance from Prior Plan Savings	1,000,000
Committed for Behavioral Health for Pilot Projects	2,420,500
Committed for Behavioral Health for Supportive Housing at Cornerstone	1,178,000
Committed for ABC Local Revenues for CIP Human Services Facilities Plan	2,000,000
Committed for ABC Local Revenues for Drug Overdose Prevention Program	845,688

Committed for Reappraisal Reserve	695,959
Restricted for Register of Deeds Automation	119,838
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$1,464,296,000</b>

**Section 2(B):** Thirty percent (30%) of the proceeds from the local half-cent sales and use tax authorized July 1, 1984 under authority of Article 40 of the North Carolina General Statutes and sixty percent (60%) of the local half-cent sales and use tax authorized October 1, 1986 under the authority of Article 42 of the North Carolina General Statutes are hereby declared to be included in the appropriation for school capital outlay, capital projects, and/or school debt service.

**Section 3: GENERAL FUND EXPENDITURES.** The following is hereby appropriated in the General Fund for the operation of the County government and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Board of Commissioners	\$619,951
Communications Office	1,105,941
County Manager	2,008,511
Behavioral Health	29,391,388
County Attorney	3,141,593
Board of Elections	7,852,497
Budget and Management Services	1,154,100
Facilities, Design, and Construction	2,025,791
Finance	3,106,106
Human Resources	3,731,458
Information Services	20,220,695
Register of Deeds	3,251,978
Tax Administration	10,419,899
Quasi-Governmental	803,428
Community Services	39,406,000
Environmental Services	13,877,389
General Services Administration	30,993,455
Human Services	162,454,975
Housing Affordability and Community Revitalization	20,443,870
City-County Bureau of Identification	7,138,798
Sheriff	97,103,645
Fire Services	2,820,561
Emergency Medical Services	47,949,052
Emergency Communications	1,992,077
<b>Non-Departmental</b>	
Community Organizations	\$500,000
Memberships	573,500
Salary and Benefit Reserve	333,347
Health and Dental Benefits	9,609,368
Risk Management Cost of Claims	1,548,146

Economic Development	490,000
Jail Alternative Programs	1,006,723
<u>Non-Departmental Services</u>	<u>8,890,599</u>
Subtotal Non-Departmental	22,951,683
<b>Education</b>	
Wake County Public Schools (Section 4(A-C))	\$515,955,101
Wake Technical Community College	24,748,030
<u>Other Education Initiatives</u>	<u>1,688,028</u>
Subtotal Education	542,391,159
<b>Transfers to Debt and Capital</b>	
Transfer to County Capital Projects Fund	\$34,873,000
Transfer to Wake Tech Capital Fund	8,033,000
Transfer to WCPSS Capital Fund	52,854,000
Transfer to Debt Service Fund (Ad Valorem)	251,376,000
<u>Transfer to Debt Service Fund (Sales Tax)</u>	<u>38,804,000</u>
Subtotal Transfers to Debt and Capital	385,940,000
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$1,464,296,000</b>

**Section 4: WCPSS APPROPRIATION. (A) PURPOSE AND FUNCTION.** The appropriation to the Wake County Public Schools System (WCPSS) is hereby allocated by purpose and function as defined by NCGS 115C-426 and as authorized by NCGS 115C-429(b).

**WCPSS Purpose and Function:**

	<u>FY 2021</u> <u>Appropriation</u>
Instructional Services	
Regular Instructional Services	\$176,944,719
Special Populations Services	38,961,645
Alternative Programs and Services	17,812,428
School Leadership Services	16,591,761
Co-Curricular Services	19,647,139
School-Based Support Services	<u>32,618,628</u>
	302,576,320
System-wide Support Services	
Support and Developmental Services	\$5,760,363
Special Populations Support and Development Services	5,158,366
Alternative Programs and Services Support and Development Services	2,093,254
Technology Support Services	15,999,225
Operational Support Services (WCPSS Fund 02)	108,023,540
Operational Support Services (WCPSS Fund 04)	311,961
Operational Support Services (WCPSS Fund 08)	929,728
Financial and Human Resource Services	14,662,928
Accountability Services	1,933,841
System-wide Pupil Support Services	4,472,948

Policy, Leadership, and Public Relations Services	8,626,153
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	167,972,307
Non-Programmed Charges	
Payments to Other Governmental Units	45,406,474
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TOTAL WAKE COUNTY PUBLIC SCHOOLS EXPENDITURES	\$ 515,955,101

**Section 4(B): WCPSS AMENDMENT NOTIFICATION.** The Wake County Board of Education will notify the Board of Commissioners of amendments to the WCPSS budget. For amendments which would increase or decrease the amount of the County appropriation allocated to a purpose and function by more than fifteen percent (15%) of the adopted appropriation the WCPSS will notify the Board of Commissioners at a public meeting of the Board of Commissioners.

**Section 5: RESEARCH TRIANGLE PARK.** There is hereby levied a tax at the rate shown below, per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2020, located within the Wake County portion of the Durham-Wake Counties Research Triangle Park Research and Production Service District for the raising of revenue for said district. The estimated total of valuation of property for the special district for the purpose of taxation is as follows:

	Assessed Value	Tax Rate
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Research and Production Service District	\$ 2,137,885,533	7.80 cents

There is hereby appropriated to the Durham-Wake Counties Research Triangle Park Research and Production Service District from the net proceeds of this tax the amount for use by said district in such manner and for such expenditures as is permitted by law from the net proceeds of this tax, including a tax collection rate of two-tenths of one percent to be paid to Wake County for collecting the tax. The anticipated revenue from this tax rate is \$1,652,400. The actual net proceeds from the tax shall constitute the appropriation from said tax levy.

**Section 6: AUTHORITY TO TRANSFER APPROPRIATION.** The County Manager, or his designee, is hereby authorized to transfer appropriations within a Fund as contained herein under the following conditions:

- A) He may transfer amounts between appropriations within the same Fund. For transfers exceeding \$75,000 he shall make a report of the transfer to the Board of Commissioners at the next regularly scheduled meeting of the Board following the transfer.
- B) He may transfer amounts from the salary and benefits reserve to individual departmental appropriations following adoption of the budget in order to properly fund salary and benefit amounts within departments.

**Section 7: AUTHORITY TO EXECUTE CONTRACTS.** The County Manager, or his designee, is hereby authorized to execute contractual documents under the following conditions:

- A) He may execute contracts for construction or repair projects that do not require formal competitive bid procedures.
- B) He may execute contracts for: (1) purchases of apparatus, supplies, and materials, or equipment which are within budgeted appropriations; (2) leases of personal property for a duration of one year or less and within

departmental appropriations; (3) lease of personal property for more than 12 months if the annual expense is less than \$50,000; and (4) service contracts within appropriations or contracts for 12 months or less.

- C) He may execute grant agreements to or from governmental units and other public, private, and non-profit organizations that are within budgeted appropriations, unless a grantor requires approval and execution by the Board of Commissioners.
- D) He may execute contracts, as the lessor or lessee of buildings, land, equipment, vehicles, heavy equipment and other property provided that such leases are of one-year duration or less and that funds therefore are within budgeted appropriations.
- E) He may, within budgeted appropriations, approve all change orders and amendments to contracts previously approved by the Board of Commissioners.

**Section 8: AUTHORITY TO SETTLE CLAIMS.** The County Manager, or his designee, may authorize payment in an amount not to exceed \$100,000 in settlement of any liability claims against the County or against any of its officers or employees as provided by Resolution of May 20, 1985 and Resolutions of October 6, 2003. The County Manager shall make quarterly reports to the Board of Commissioners of any such payments.

**Section 9: ENCUMBRANCES AT YEAR END.** Operating funds encumbered by the County as of June 30, 2020 are hereby appropriated to this budget. Multiple year grants unexpended by the County as of June 30, 2020 are hereby appropriated to this budget.

**Section 10: FEE CHANGES.** As authorized in Section 153(A)-102 of the North Carolina General Statutes, the following fees are hereby established or amended, effective on July 1, 2020.

Fee Name	Fee Description	Current Fee	New Fee
<b>Sheriff</b>			
Firing Range			
League Users – Hourly	Facility rental by public league	\$20	\$0
Guest Fee	Charge to members with guests	\$5	\$0
Lane Sharing Fee	Charge to members who share lanes	\$5	\$0
Target Sales	Sales of targets	\$.50	\$0
Wake County Resident – Hourly	Use of range by county residents	\$12	\$0
Range Non-Wake County Resident – Hourly	Use of range by non-county residents	\$17	\$0
<b>City-County Bureau of Identification</b>			
Civil Fingerprint Fee	First set of fingerprints	\$15	\$30
<b>Environmental Services</b>			
Pool Permit Fee	Annual Pool Operating Permit	\$275	\$300

**Section 11: FINANCIAL ACCOUNTING AND REPORTING.** The Finance Director is hereby directed to maintain within the General Fund sufficient specific detailed accounting records and to report annually on the financial status of this Fund.

**Section 12:** Copies of this ordinance shall be filed with the County Manager and Finance Director.

**ADOPTED this the 15<sup>th</sup> day of June 2020.**

## **BUDGET BY PURPOSE AND FUNCTION (UNIFORM BUDGET FORMAT)**

### **NCGS EXCERPT**

#### **§ 115C-429. Approval of budget; submission to county commissioners; commissioners' action on budget.**

(a) Upon receiving the budget from the superintendent and following the public hearing authorized by G.S. 115C-428(b), if one is held, the board of education shall consider the budget, make such changes therein as it deems advisable, and submit the entire budget as approved by the board of education to the board of county commissioners not later than May 15, or such later date as may be fixed by the board of county commissioners.

(b) The board of county commissioners shall complete its action on the school budget on or before July 1, or such later date as may be agreeable to the board of education. The commissioners shall determine the amount of county revenues to be appropriated in the county budget ordinance to the local school administrative unit for the budget year. The board of county commissioners may, in its discretion, allocate part or all of its appropriation by purpose, function, or project as defined in the uniform budget format.

(c) The board of county commissioners shall have full authority to call for, and the board of education shall have the duty to make available to the board of county commissioners, upon request, all books, records, audit reports, and other information bearing on the financial operation of the local school administrative unit.

(d) Nothing in this Article shall be construed to place a duty on the board of commissioners to fund a deficit incurred by a local school administrative unit through failure of the unit to comply with the provisions of this Article or rules and regulations issued pursuant hereto, or to provide moneys lost through misapplication of moneys by a bonded officer, employee or agent of the local school administrative unit when the amount of the fidelity bond required by the board of education was manifestly insufficient. (1975, c. 437, s. 1; 1981, c. 423, s. 1.)

#### **AUTHORITY:**

- G.S. 115C-429(b) allows the Board of County Commissioners to allocate part or all of its appropriation by purpose, function, or project as defined in the uniform budget format.
- G.S. 115C-426 directs the State Board of Education, in cooperation with the Local Government Commission, to prepare and promulgate a standard budget format for use by local school administrative units throughout the State.

**PURPOSE:** The State Board of Education's Uniform Budget Format (Budget by Purpose and Function) contains the following purposes:

5000: Instructional Services  
6000: Systemwide Support Services  
7000: Ancillary Services

8000: Non Programmed Charges  
9000: Capital Outlay

**FUNCTION:** The "purpose dimension" is further broken down into function levels. For example, 5000 (Instructional Services) includes 5100 (Regular Instructional Services), 5200 (Special Populations Services), 5400 (School Leadership Services), etc. Another example, 6000 (Systemwide Support Services), includes 6100 (Support and Development Services), 6500 (Operational Support Services), 6900 (Policy, Leadership and Public Relations Services), etc.

### **TRANSFERS BETWEEN PURPOSE AND FUNCTIONS**

- G.S. 115 C-433(b) requires that if Board of County Commissioners allocates part or all of its appropriation by purpose and function, that the Board of Education must obtain approval of the Board of County Commissioners for an amendment to the budget that increases or decreases the amount of the county appropriation to a purpose or function by 25 percent or more from the amount contained in the budgeted ordinance adopted by the Board of Commissioners.
- G.S. 115C-433(b) also specifies that the Board of Commissioners can specify in its ordinance a lower percentage threshold as long as that lower percentage is not less than ten percent.

#### **PURPOSE AND FUNCTION DESCRIPTIONS**

<b>Function Category</b>	<b>Function Description</b>
<b>Purpose: Instructional Services (5000)</b>	
Regular Instructional Services (5100)	Regular K-12 Instruction. - Teachers, teacher assistants, as well as classroom supplies and materials. - Personnel that develop and coordinate curriculum.
Special Populations Services (5200)	- Special Education, Limited English Proficiency, Academically Gifted, and other Special Populations Services. - Includes costs of teachers, teacher assistants, classroom supplies and materials, and other staff like audiologists, speech therapists, etc
Alternative Programs and Services (5300)	- Alternative school teachers, teacher assistants, classroom supplies and materials. - Also includes summer school, remediation, alcohol and drug prevention, intersession. - For example: early intervention funds, in school suspension teachers, local literacy funds.
School Leadership Services (5400)	- Principal and assistant principals. - School based clerical staff.
Co-Curricular Services (5500)	- Teachers, personnel, and supplies and materials for items such as: band, chorus, choir, speech, debate, athletics, and student financed and managed activities such as clubs and proms.
School-Based Support Services (5800)	- Includes media, guidance, health, instructional technology, etc. Includes materials, teachers, and other staff such as media assistants or guidance assistants.
<b>Systemwide Support Services (6000)</b>	
Support and Developmental Services (6100)	- Staff development and administrative program costs for teachers and teacher assistants in regular K-12 instruction.
Special Populations Support and Development Services (6200)	- Staff development and administrative program costs for special education, gifted, and limited English proficiency.
Alternative Programs and Services Support and Developmental Services (6300)	- Staff development and administrative program costs for alternative schools and alternative programs.
Technology Support Services (6400)	- Costs of central based activities for implementing, supporting, and maintaining the computer hardware, software, peripherals, and technical infrastructure.
Operational Support Services (6500)	- Operational support of the school system such as printing and copying services, telephone/communications services, utility services, transportation, facilities planning and construction, custodial and housekeeping, maintenance, and warehouse and delivery services.

<b>Function Category</b>	<b>Function Description</b>
Financial and Human Resource Services (6600)	- WCPSS Finance Department and Human Resources.
Accountability Services (6700)	- Testing and reporting for student accountability such as end of grade and end of course testing.
Systemwide Pupil Support Services (6800)	- Staff development and administrative program costs for media, guidance, health, instructional technology, etc.
Policy, Leadership and Public Relations Services (6900)	-Leadership Services (Including Superintendent's Office, Deputy Associate and Assistant Superintendent's). - Board of Education, Legal Services, Audit Services, and Public Relations and Marketing.
<b>Ancillary Services (7000)</b>	
Community Services (7100)	- WCPSS allocates no County dollars in this category. - Includes community recreation activities, civic activities, activities of custody and care of children, and community welfare activities provided by the LEA.
Nutrition Services (7200)	- WCPSS allocates no County dollars in this category. - Costs of activities concerned with providing food service to students and staff.
Adult Services (7300)	- Includes adult education services.
<b>Non-Programmed Charges (8000)</b>	
Payments to Other Governmental Units (8100)	- Charter School Payments.
Unbudgeted Funds (8200)	- WCPSS Over/Under Account; Funds cannot be expended unless re-appropriated by the Board of Education.
Interfold Transfers (8400)	- Transfer from one fund to another fund (for example, a portion of a person's salary paid by the building program).
<b>Capital Outlay (9000)</b>	
Capital Outlay	- Expenditures for acquiring fixed assets. Does not include costs which could be coded to one or more specific purpose functions.