



2016-2017 TOWN OF WILLIAMSTON BUDGET



**Annual Budget
Town of Williamston
North Carolina
Fiscal Year Beginning
July 1, 2016**

Recommended to the Town Board by the Town Administrator.....June 6, 2016
Adopted by the Town BoardJune 6, 2016

TOWN BOARD OF COMMISSIONERS

**Joyce Whichard-Brown, Mayor
Al R. Chesson, Mayor Pro Tem
Ronell Rodgers
William Coffield
Junious J. Horton
Jerry W. Knox**

Staff

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Daniel A. Manning, Town Attorney
Linda Harrison, Finance Director
Brent Kanipe, Planning and Development Director
Travis Cowan, Police Chief
James B. Peele, III, Fire Chief
Kerry Spivey, Public Works Director
Allen Overby, Parks and Recreation Director
Christina Craft, Town Clerk/Executive Assistant**

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June 6, 2016

Mayor and Town Board of Commissioners
Town of Williamston, North Carolina

Dear Mayor and Commissioners:

It is with great pleasure that, on behalf of the staff of the Town of Williamston, I offer the Fiscal Year 2017 Budget. Each year with increasing costs and relatively flat revenues this process requires great care and effort. Again this year I believe staff was up to the effort and has a solid and balanced budget that we believe allows for a successful year. However, to get to this point with this budget was not an easy task. Finding the needed mix of projects and capital improvements in a way that still allows for the provision of the services our citizens have grown to expect gets more tenuous with each budget year. Healthcare Insurance premiums continue to rise at alarming rates and inflation continues to eat into any possible cost savings. The times for small communities like Williamston are difficult. With many urban areas booming it is hard to make legislators at the State understand the revenue needs of small towns. But with Williamston having a strong board and a great staff, there is still much optimism in the future and we continue to find ways to maximize every dollar spent to accomplish the goals set out by the Board.

Within the budget there is a 3% Cost of Living Adjustment (COLA). As part of this process, the Town has contracted a Pay Study to determine how we fare with other towns our size as well as the communities that directly compete for the same employee base. When this study is complete hopefully by the end of the Fiscal 2016 budget year, it is anticipated that this 3% salary allocation can be used for strategic adjustments if that make sense. As we have had to do each year for the last several years, we went to the market to find the most cost effective health insurance plan. Our original renewal rate from Blue Cross & Blue Shield was at a 48% increase to our premiums. So we have moved to First Carolina Care Insurance which reduced this increase to about 10% over last year's rates. By making this change we will save about \$100,000 for the year without restructuring the method this insurance is provided to employees.

This year's combined budget for all funds totals \$11,111,522. Total General Fund is \$5,856,756. Total Water and Sewer Fund is \$4,741,400. Again this year we are tracking Powell Bill in its own fund with a total allocation of \$467,106. This allocation calls for a transfer of \$335,856 to the Annexation Capital Project Fund and will use all of the Powell Bill Fund reserves. Additionally, this year by enacting an ordinance the Board created a Storm Water Utility Fund to pay for the completion of the Skewarkee Canal Drainage project. The entire total in that fund will currently be dedicated to debt retirement of a USDA loan that covers the cost of construction of this drainage project and totals \$43,260. In this year's budget there is an increase in the license fee tax from \$5 to \$30. This was



allowed under NCGS 20-97 (b) & (c). The original \$5 can be used for any General Fund purpose but the additional \$25 must be used for authorized roadwork. For that reason, these funds will be tracked in the Powell Bill Department as a separate line item. These funds are not Powell Bill related but because Powell Bill is used for roadwork purposes the tracking of these funds, which are anticipated to bring in around \$80,000, in this same department should provide interested persons to easily determine their uses. These funds, even though associated with license plates, are a tax and therefore do not need and are not subject to any refunds. They are a guaranteed source of income.

Each year both the General Fund and Enterprise Funds are affected by the amount of grants and loans anticipated. This makes it hard to do an apples-to-apples comparison of year-to-year budgets. With that in mind I still am confident to state that again in this proposed budget, we remain fiscally conservative trying to keep our expenditures in check. We do this in effort to not need any property tax increases in the General Fund or water and sewer rate increases in the enterprise fund. This stretching of every dollar received continues to put strain on our ability to perform the essential functions of the Town but staff continues to provide those services with great passion and keen interest in making the most of the available resources.

In the Enterprise Fund, as was the case in the Fiscal 2016 Budget due to the constraints of the Central Plains Coastal Capacity Use regulations, the Town will buy 100% of its annual water usage from the Martin County Rural Water and Sewer Authority (MCRWASA) at a cost of \$1,154,904. This is slightly down from the previous year but it is still worthy of note and as was pointed out in last year's budget message, the purchase of this water from MCRWASA does not reduce our costs to deliver that water to customers so it is truly an increase to our costs over the year's prior to this purchase requirement.

In this Fiscal year's budget we continue to follow a practice initiated in Fiscal 2014 and maintained in Fiscal 2015 and 2016 of setting aside funds to cover future costs of our Other Post-Employment Benefits (OPEB). These benefits are offered to employees upon their retirement. At the start of Fiscal 2014, OPEB was removed as a benefit to any employee hired after that date. All employees hired prior to the start of Fiscal 2014 are eligible for OPEB. Much of the cost for OPEB will be incurred in the future but the liability for this future benefit is accumulating now. Based on an actuarial study performed about 4 years ago, the Board determined that it is important to assure financial security for the town and the ability to pay those future benefits. In response to that, the Town, by the end of Fiscal 2016, will have set aside \$300,000 in a trust fund for the sole purpose of paying future OPEB liability. In the Fiscal 2017 budget an additional \$100,000 is allocated to continue funding this future cost. We continue to pay current OPEB out of our annual operating budget. Every 3 years we are required to conduct another actuarial study. We did have another OPEB study complete in Fiscal 2016 as required. The study showed



some progress in slowing the growth of this liability but it still in increasing overall. With the changes made to the OPEB benefits the gap between OPEB liability and the unfunded liability should start to lessen in the next couple years, and hopefully by the next required update.

For the Fiscal 2016 budget the property tax rate remains at 74-cents per \$100 valuation. This is the seventh (7th) straight year that we have not increased our property tax rate. The revenue we receive from property tax has increased over that same period due to growth in property tax base and achieving a collection rate of approximately 95%.

It should be noted that Martin County is doing a revaluation of properties, which is required of them at a minimum every eight (8) years, and currently the valuation looks that it will decrease. If the overall valuation does decrease, that will force the Town Board into consideration of whether to assess a revenue neutral tax rate to maintain current levels of property tax revenue or to reduce services to make up the loss in revenues. With that in mind, the Town Board is currently looking at ways to address this possibility.

Our Water customers will see a decrease in their water rates. This is partly due to a reduced take-or-pay total from MCRWASA and having a year of experience on the cost of operations in this new era of buying water from MCRWASA.

As previously discussed in other budget messages, the Town will purchase 100% of its annual average use from the MCRWASA. The surface water treatment plant, which will use water from the Roanoke River and that was built in response to the State mandate began to operate in Fiscal 2016. Although many operation issues have not been fully ironed out, the is data being gathered on its total affect to our operations.

As a reminder, The State of North Carolina via the CPCCUA requires the Town to reduce its groundwater withdrawals by 75% no later than 2018. The method chosen to accomplish this mandated reduction is to take water from the Roanoke River, which is already being done by many entities upstream. However, this was not done without cost. The plant construction cost about \$27 million. Roughly \$8 million in grants were obtained but the remainder will be paid by customers of which in the Fiscal 2017 budget year is about 71% are customers of Williamston.

The rates Williamston in-town customers will pay for water are: \$18.75 monthly fixed fee and \$8 per thousand gallons. There will be a slight increase in sewer charges to the per thousand gallon rate from \$5.75 per thousand to \$6.00 per thousand gallons. The base fee of \$23.00 will remain the same. This adjustment was in response to the realization that water fees were subsidizing the sewer operations. By adjusting the sewer rates, it allowed this to factor in to the above mentioned reduction in water rates. All out-of-town



Williamston customers this year will pay a \$27 base fee for water and \$10.00 per thousand. This is a change from previous years. In previous years the Town charged the same rate as the County for Williamston out-of-town customers that resided in the water districts. The Town is now initiating a single charge as shown above. Sewer Rates for out-of-town customers will be double the in-town base and per gallon rate, which will be \$46 base fee and \$12 per thousand gallons. There are relatively few out-of-town customers on sewer so this out-of-town rate does not affect the majority of Williamston out-of-town customers.

Again this year, with the exception of Powell Bill fund, the town is not using any of its fund balance to cover costs. This is worthy of note as so many rural entities have used and continue to use fund balance to balance their budget. Instead we expect to increase our fund balance. The Local Government Commission (LGC) expects municipalities to carry a substantial fund balance in case of unexpected emergencies and Williamston has met and exceeded the LGC requirements. As of the end of the 2016 Fiscal year we expect our fund balance in the General Fund to be close to 50% of our annual expenditures. In other words, our financial position is strong and continues to strengthen.

Within the Powell Bill Fund, the expected revenue from Powell Bill state allocated funding is \$165,000. Additionally, this year the Board has authorized an additional license plate tax of \$25, which was approved by the State Legislature for all municipalities. These funds must go directly to street improvement projects. This additional fee is expected to generate \$81,250 in additional revenue for those much needed street improvement projects. This new revenue is significant and over time should provide much needed improvements to the condition of our roadways. Although this amount is significant, it will not allow large scale improvements. Instead, it will be used strategically to work on the most deteriorated streets and may only allow us to improve one or two blocks per year. Once we are certain of the revenue generated from this fee, other possibilities such as borrowing against these revenues to accomplish larger projects can be considered. However, that will take at minimum one full budget year to understand the flow of these funds and consistency.

As previously mentioned above, within the budget there is a three percent (3%) Cost-of-Living (COLA) increase for all employees. We are pleased and thankful that we have been able to afford our employees a COLA again this year. This ability is created through the staff's hard work to constrain spending which allows a COLA without raising taxes. Staff continues to search for ways to effectively do their jobs while seeking cost savings in the budget. A review of previous year's budget messages can provide insight into methods utilized by staff to control costs but bottom line, they simply count their pennies.




Along with the Fiscal 2017 Budget we have updated our Capital Improvement Plan (CIP). That document is available for review. The CIP details needed capital improvements, which includes equipment purchases that will be made during the year or are expected to occur in the next 5 years. Again this year, any capital purchases appropriated in the current year budget are shown in the current year of the CIP. We invite and encourage the reader to review our CIP to learn more of what capital purchases are planned in this fiscal year budget and the future. The CIP also shows how we anticipate these purchases will be paid, whether with cash or using some of the financing methods available to us.

In the Fiscal 2017 budget year it is anticipated that the Town will create a Storm Water Enterprise Fund. This fund will initially be used to pay the debt service created from a USDA loan to complete the Skewarkee Drainage project under the CSX overpass on Main Street. This project was initiated nearly 10 years ago and for many reasons to complex to discuss in this budget message, and is now ready to be completed. However, this cost to complete the project is estimated at about \$1.3 million. It will be financed via a USDA loan and paid back over a 40-year period. The fees for this will be \$1.35 per month to residential properties, \$4.15 for small commercial properties; \$3.35 for Large Commercial properties and \$2.00 for institutional properties. The storm water fee has to be applied to all customers in-town but cannot be charged to any out-of-town customers. If the reader is interested in the history of this project, much of the detail is located in the Clerk's office at the town hall.

Conclusion

Each year gets harder to develop a budget that is balanced while meeting the needs of the community. Staff continues to work hard to provide services to the community while seeking cost savings. This budget is submitted as the financial resource guide to accomplish the goals of the Board of Commissioners in service to the citizens of Williamston. It has been thoroughly prepared by staff and diligently reviewed by the Town Board of Commissioners for the purpose of providing services in the most equitable manner possible.

Sincerely,


Eric M. Pearson
Administrator

MISSION STATEMENT FOR THE TOWN OF WILLIAMSTON

Mission Statement

Vision

Williamston is a town committed to controlling its own destiny as a distinct, sustainable, and sovereign municipality. We seek to be a regional hub for business and industry for our area. Our town's sense of community is rooted in citizens who respect each other; in racial and socioeconomic diversity; in pedestrian orientation; and its history. We believe our history and sense of community is our guide for the future.

Mission

Williamston's government exists to help citizens in maintaining the town's unique qualities and to provide superior services to every resident. To this end, the town government of Williamston will operate according to the following core values:

Core Values

- ❖ Citizens are the heart of Williamston, so town government will treat all people fairly, with courtesy and respect.
- ❖ Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.
- ❖ Williamston must be a safe place to live, work, and raise a family, so the town will work in partnership with the community to prevent crime and protect lives, property, and the public.
- ❖ Williamston's historic mix of people in all income levels is fundamental to our community, so town government will encourage opportunities and services that allow people of all means to live and work here.
- ❖ Williamston's character is that of a small town and of peaceful living, so land planning will reflect its historic patterns of village-centered growth, with connection of neighborhoods, reservation of rural area, and provision of public spaces and walkable community.
- ❖ Citizens entrust town government with the stewardship of public funds, so government will wisely use our resources.
- ❖ Successful government must be innovative, so town leaders will be intellectually curious and open to new ideas.
- ❖ Williamston's economic health is essential to its remaining a sustainable community, so town government will judiciously encourage and guide the location of new business opportunities.
- ❖ Citizens need to move easily throughout the town and region, so government will provide a variety of options, such as sidewalks, bike paths, greenways and connected streets.
- ❖ Citizens must live in a healthy environment, so town government will protect watersheds, trees, air quality, and other elements of the town's ecology.
- ❖ The physical and social health of Williamston citizens is fundamental to our well-being as a community, so town government will provide enjoyable, safe, and affordable recreational and cultural learning opportunities.
- ❖ Williamston exists in proximity to and is interdependent with other jurisdictions, so we strive for local, regional, state and federal cooperation.

INTRODUCTION TO THE TOWN OF WILLIAMSTON 2016-2017 BUDGET

- **INTRODUCTION**
- **BUDGET GUIDE**
- **PROFILE OF THE
TOWN OF
WILLIAMSTON**
- **ORGANIZATIONAL
CHART**

Introduction

Key Financial Documents

The budget document is the annual financial plan for Town operations for the period covering one fiscal year. The Town of Williamston's fiscal year begins on July 1 and ends on June 30. This plan describes the sources of revenues and how the funds will be spent during the year. The annual operating budget, the Capital Improvement Plan (CIP) and the Comprehensive Annual Financial Report (CAFR) are the key documents which describe the Town's financial plans and financial status each year.

The annual budget shows the funding plan for how the Town's dollars are to be spent in the coming year. The CAFR provides a review and assessment of the year-end fiscal condition of the Town overall, including the status of fund balance in all fund types.

Organizational Structure

The operations of the Town are grouped into different funds. Within each fund are one or more departments; with a department being an organizational unit which provides a major type of public service, such as the Police Department or Public Works Department.

Account codes, also known as line items, provide the most detail within the budget. These are the most basic units in the budget and make it possible to determine, for example, how much is spent on chemicals for the operation of the water plant.

The Town's budget preparation involves detailed budget planning and review at the program line item level.

Transfer to Other Funds

Fund transfers involve the budgeting of money from one fund to another in order to support the functions to be carried out by the receiving fund.

General Statute Requirements

In accordance with the North Carolina General Statutes, the Town is required to budget and account for its funds on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become available.

Expenditures are recognized in the accounting period in which the goods and services are received (except for un-matured interest on general long-term debt, which is recognized when due). The town's accounting records

for general governmental operations are reported on the modified accrual basis. The Town's enterprise operations are reported on the accrual basis.

The General Statutes also provide for balanced project ordinances for the life of projects, including both capital and grant activities, which are expected to extend beyond the end of the fiscal year. The budgeted appropriations for capital projects do not lapse until the completion of the project, while appropriations for funds that adopt annual budgets lapse at the end of the fiscal year.

Budget Preparation and Process

The budget preparation process begins in October with a workshop on budget preparation and the distribution of the budget calendar.

In November and December, Town departments prepare their capital improvement requests for the next fiscal year. Departments are encouraged to conduct a thorough review and evaluation of their organizational structure and current and proposed programs. Departmental capital improvement requests are submitted in late December.

In January or early February, a Board/Staff retreat is conducted. At this retreat, department heads discuss with the Board concerns and issues of their departments. The Board provides feedback and debate issues they foresee as a need or desire for the upcoming years. At the conclusion of the retreat, a detailed list of action items for the coming year is agreed upon. These items set the expectations for the budget year.

From January to mid April, the Town Administrator reviews the departmental requests. The Town Administrator then prepares a proposed capital improvement budget. Concurrently, the Town Administrator and Department Heads are preparing an annual operating budget for Town Board consideration.

The North Carolina Local Government Budget and Fiscal Control Act requires each local government to operate under an annual balanced budget ordinance.

Around the first of May, the Board conducts one or more budget workshops to review the draft budget and direct staff of any needed changes to the draft. These are public presentations and are made before the Town Board, staff, members of the press, and interested citizens. As required by the Budget and Fiscal Control Act, a copy of the Proposed Budget is filed with the Town Clerk and made available for public inspection.

Through June 30th, the Town Board meets to review and discuss the Proposed Budget. In accordance with the Budget and Fiscal Control Act, the Town Board holds a public hearing on the Proposed Budget prior to the adoption of the budget ordinance, generally in the evening on the first Monday in June.

On or prior to July 1st, the Town Board adopts the Five Year Capital Improvement Plan, the final budget ordinance with balanced revenues and expenditures, and sets the tax rate for the next fiscal year.

Implementation

During the month of July, the Town Clerk prepares and distributes the Adopted Budget document, which incorporates all of the changes approved by the Town Board. During the month of July, the Town Administrator provides information to departments setting time schedules and priorities for the purchase of equipment and the implementation of new programs or initiatives.

CIP Overview

A separate Capital Improvement Plan (CIP) document is prepared each year, which contains the expenditures and revenues planned for the upcoming five-year period.

The CIP is a five year plan for matching the Town's needs for public facilities, infrastructure, and equipment with a funding plan sufficient to meet those needs. Implementation of the CIP is dependent upon the actual appropriation of funds through the adopted budget ordinance since no funds are actually appropriated through the CIP.

Projects which are included in the CIP are generally defined as physical assets with a useful life of at least five years and an initial cost of at least \$5,000.

Examples of capital projects include such items are new roads, park land acquisition and development, waste treatment plant improvements, fire trucks and inflow/infiltration.

The five year Capital Improvement Plan is updated each year with projects being altered, added and deleted. To begin the review process, departments are provided with instructions in October on how to prepare their CIP requests. These requests are submitted to the Town Administrator's office in December. The requests are then reviewed and adjusted as appropriate. The Town Administrator's proposals are then included in the Recommended CIP which is presented to the Town Board no later than May.

After all modifications are made by the Town Board, the CIP is adopted by the Board and the Adopted CIP document is prepared and distributed. The first year of the CIP then becomes the basis for the capital budget component of the annual budget for the upcoming fiscal year.

Amending the Budget

Throughout any fiscal year, adjustments to the original budget ordinance may become necessary to carry out planned programs and for new Board initiatives. Two types of changes can occur – budget amendments and budget transfers. Such changes are required at the line item level of the budget underlying the budget ordinance.

A budget amendment increases or decreases a fund's total revenue and expenditure appropriations. A budget transfer changes line item appropriations within a particular fund without changing the fund total. Requests for amendment and transfers are submitted to the Finance Officer. The request contains the purpose of the increase or decrease, the accounts involved, and the amount of the change.

Each amendment and transfer request is reviewed and signed by the Town's Finance department. Department heads may approve transfers up to \$10,000. Transfer requests between \$10,000 and \$50,000 are approved by the Town Administrator.

A list of these administratively approved transfers is provided to the Town Board at each scheduled Town Board meeting and is recorded in the minutes.

All budget amendments and transfers over \$50,000 which are approved by the Town Administrator are then submitted to the Town Board for approval. The Town Board also approves any request for transfer that is between funds or affects budgeted revenues.

Capital project contract change orders generally require budget amendments or transfer of funds. Such requests go through an approval process very similar to that stated above.

Budget Guide

The Town's budget is comprised of two different funds, the General Fund and the Enterprise Fund. But the most notable fund in the Town of Williamston's budget is the General Fund.

The General Fund includes operating funds for the majority of Town departments including, for example,

Police, Fire, Sanitation Services, Parks and Recreations, and most of Public Works.

Details regarding department budgets are presented in the Town's budget document. Department information includes mission statements, budget highlights, goals and objectives and performance measurements. Also included is the budget detail.

Budget Detail

Revenues

Account Types include the following:

Taxes – There are two main sources of tax.

Property Taxes are the largest source of revenue generated by the Town.

Sales Tax in North Carolina is a 2-part tax, state and local. The current state sales tax rate is 4.75%, and the local sales tax rate in Martin County is 2.25%. A percentage of the local sales tax revenue is distributed to the towns within the county.

A portion of the tax levied on beer and wine is returned to the Town at the discretion of the State.

The Town can no longer levy a privilege license fee for all business operations within the Town.

Powell Bill funds are funds received from the State to assist in the paving and repaving of town-owned streets within the Town. A few streets, such as Main Street and Washington Street, are state roads and are maintained by the State.

User Charges and Fees – fees charged for water and sewer services, recreation fees, cemetery lot sales and EMS charges.

Other Revenue – other revenues received by the Town come in the form of government and local grants, interest on investments and other revenue that is not a tax or fee.

Expenditures

Account Types include the following:

Personnel Services – includes all salary accounts such as part-time, full-time, etc. and includes all benefits such as social security, health insurance, etc.

Operating Expenses – includes amounts needed for meeting departmental operating needs such as office supplies, operational and maintenance supplies, computer lease, pest control services, professional services, organizational and development training, etc.

Contingency – 1% of operating expenses are set aside in contingency for each department in the General Fund. The Enterprise Fund has a contingency percentage rate of 3% of operating expenses, with the exception of the water districts, which is calculated at 1%.

Capital Outlay and Capital Improvements – includes accounts used to purchase new capital equipment or improvements at a unit cost of \$5,000 or more.

Administrative Expense – the cost for salaries and supplies in water and sewer utility billing and collections is provided by the Administrative staff and funds are transferred from the Enterprise Fund to cover those expenses.

Transfer to Other Funds – includes accounts used for transferring funds from one fund to another.

Debt Service – Debt Service is the total debt payments incurred by the Town of capital projects.

	General Fund	Enterprise Fund	
REVENUES			
Taxes:			
Property Taxes			
Local Option Sales Taxes			
Gasolene Taxes			
Franchise & Intangibles			
Payments in Lieu of Taxes			
Other Taxes & Licenses			
User Charges & Fees:			
Water Services			
Sewer Services			
Recreation Fees			
Cable Television			
Cemetery Lot Sales			
Other Charges & Fees			
Other Revenues:			
Government & Local Grants			
Retained Earnings			
Interest on Investments			
Construction Loan Proceeds			
Miscellaneous			
Transfers from Other Funds			
Fund Balance Appropriated:			
Powell Bill			
Undesignated			
TOTAL REVENUES	0	0	0
EXPENSES			
Personnel Services			
Operating Expenses			
Administration			
Capital Outlay			
Debt Retirement			
Contingencies			
Transfers to Other Funds			
Capital Improvement Reserve			
Future Economic Development			
TOTAL EXPENSES	0	0	0

Profile of the Town of Williamston

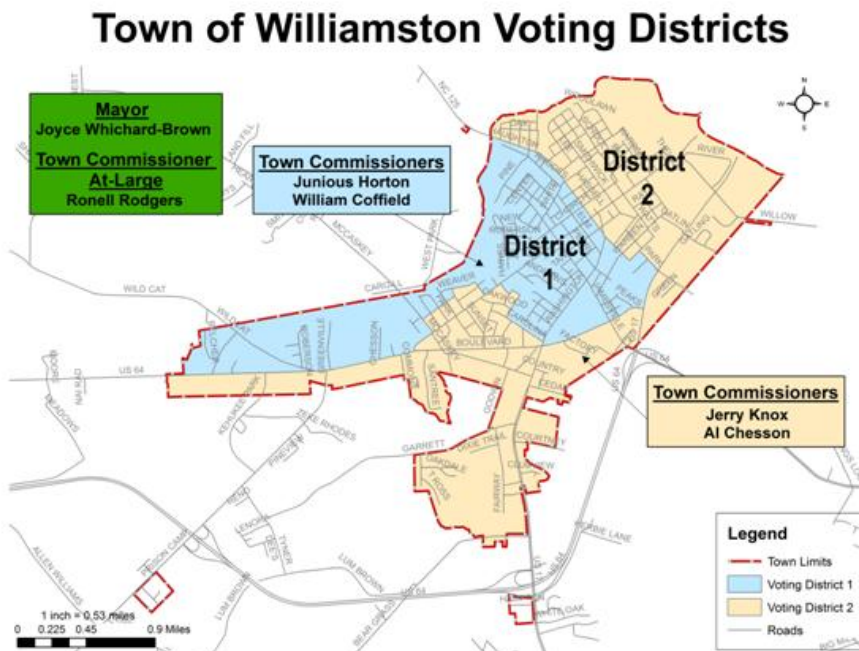
Williamston is located in Martin County in the Coastal Plains section of North Carolina. Williamston is about 80 miles southwest of Norfolk, Virginia; about 90 miles east of Raleigh; and approximately 90 miles inland from the North Carolina Outer Banks and the Atlantic Ocean. Williamston is served by east-west highways; US Highway 13 and US Highway 64 and the heavily traveled north-south route of US Highway 17.

The Town was chartered on October 18, 1779. Williamston, with a population of 5,511, contains approximately one-fourth of the county population and serves as the county seat.

The Town utilizes a mayor-council form of government. Five Commissioners and a Mayor are elected every four (4) years by eligible voters residing in the Town of Williamston. The Mayor and one Commissioner are elected at-large, two Commissioners are elected from District 1 and two Commissioners are elected from District 2.

Commissioner Liaison Appointments for Years 2016-20 are as follows:

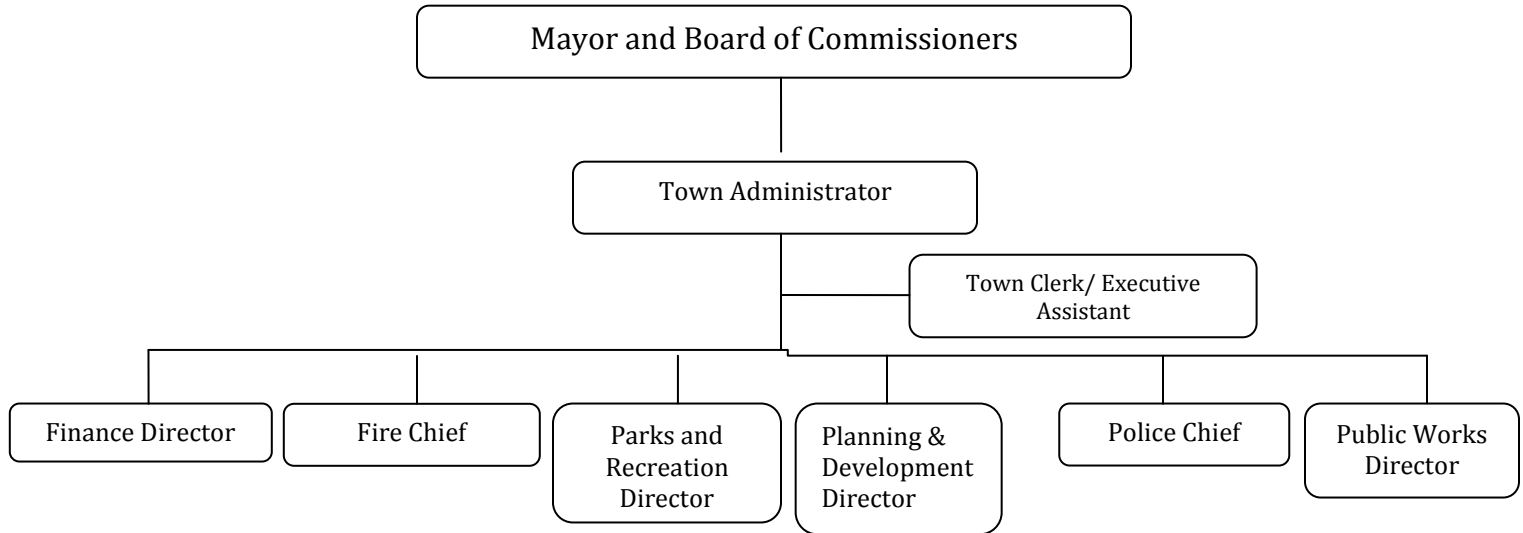
Commissioner Jerry Knox.....	Fire Department
Commissioner Junious J. Horton	Recreation and Administration Departments
Commissioner Al Chesson	Streets, Garage, Water and Sewer Departments
Mayor Joyce Whichard-Brown	Planning and Zoning Department
Commissioner William Coffield	Sanitary and Cemetery Departments
Commissioner Ronell Rodgers	Police Department



The Town Board of Commissioners set policies, enact ordinances and appoints the Town Administrator and department heads. The Town Administrator administers the daily operations and programs of the Town through the department heads, other staff members and employees. The Town provides a full range of governmental services, including police and fire protection, street construction and maintenance, yard waste, limb and white goods pick-up, water and sanitary sewer services, and parks and recreation services.

The Town is empowered to levy a property tax on both real and personal properties located within its boundaries. The annual budget serves as the foundation of the Town's financial planning and control. The Town Board is required to hold public hearings on the proposed budget and to adopt a final annual budget no later than July 1. The appropriated budget is prepared by fund, function and department.

Town of Williamston Organizational Chart



REVENUES AND EXPENDITURES

SUMMARY OF REVENUE AND EXPENDITURES

- SUMMARY OF REVENUES AND EXPENDITURES
- BUDGETED REVENUE
- SUMMARY OF PROPOSED EXPENDITURES
- BREAKDOWN OF EXPENDITURES

**SUMMARY OF REVENUES & EXPENDITURES
REQUESTED
BUDGET FY 2016-2017**

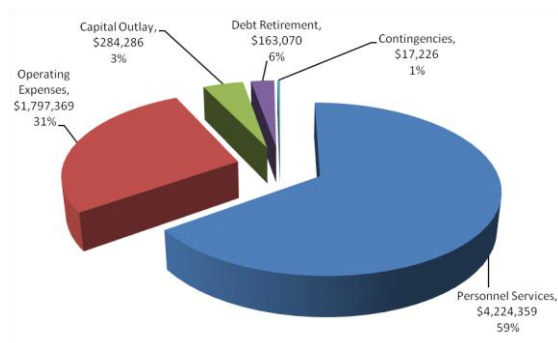
	General Fund	Enterprise Fund	Powell Bill	Storm Water	TOTAL
REVENUES					
Taxes:					
Property Taxes	3,198,030				3,198,030
Local Option Sales Taxes	777,000				777,000
Powell Bill Funds			246,250		246,250
Hold Harmless Funds	260,000				260,000
Payments in Lieu of Taxes	2,000				2,000
Other Taxes & Licenses	481,060				481,060
User Charges & Fees:					
Water Services		2,960,000			2,960,000
Sewer Services		1,732,000			1,732,000
Recreation Fees	24,900				24,900
Cable Television	0				0
Cemetery Lot Sales	60,000				60,000
Other Charges & Fees	13,700	41,900			55,600
EMS Charges	470,000				470,000
EMS Medicaid	30,000				30,000
Storm Water				46,260	46,260
Other Revenues:					
Government & Local Grants	278,023				278,023
Retained Earnings	0				0
Interest on Investments	4,000	5,000		0	9,000
Construction Loan Proceeds	227,773			0	227,773
Miscellaneous	30,270	2,500			32,770
Transfers from Other Funds		0			0
Fund Balance Appropriated:					0
Future Economic Reserve	0				0
Powell Bill			220,856		220,856
Undesignated	0	0			0
TOTAL REVENUES	5,856,756	4,741,400	467,106	46,260	11,111,522
EXPENSES					
Personnel Services	4,224,359	686,149			4,910,508
Operating Expenses	1,797,369	2,142,515	131,250	46,260	4,117,394
Administration	(629,554)	629,554			0
Capital Outlay	284,286	174,830			459,116
Debt Retirement	163,070	995,791			1,158,861
Contingencies	17,226	92,561			109,787
Transfers to Other Funds	0	0	335,856		335,856
Capital Improvement Reserve	0	20,000			20,000
Future Economic Development					0
TOTAL EXPENSES	5,856,756	4,741,400	467,106	46,260	11,111,522

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2016-2017
FUND: 10 NAME: GENERAL FUND
TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE – REVENUES

FUND: 10 NAME: GENERAL FUND

Account Number	Account Description	Actual 2014-2015	Budget 2015-2016	Recommended Budget 2016-2017	APPROVED 2016-2017
10-3100-3110	CURRENT YEAR TAX	2,266,888 \$	2,500,000.00 \$	2,550,000.00 \$	2,550,000.00
10-3100-3112	VEHICLE TAXES	259,555 \$	240,000.00 \$	1,000.00 \$	1,000.00
10-3100-3114	VEHICLE TAXES - New	\$	- \$	240,000.00 \$	240,000.00
10-3100-3115	PRIOR YEAR TAX	93,792 \$	100,000.00 \$	120,000.00 \$	120,000.00
10-3100-3120	FIRE DISTRICT FUNDS	298,031 \$	255,000.00 \$	255,000.00 \$	255,000.00
10-3100-3121	FIRE DISTRICT - PAYBACK ANNEX	-11,455			
10-3100-3160	AMOUNTS REFUNDED - PROP TA:	(532) \$	(2,000.00) \$	- \$	-
10-3100-3161	AMOUNTS REFUNDING - OLD VEH	\$	- \$	(40.00) \$	(40.00)
10-3100-3165	AMOUNTS REFUNDING - NEW VEH	\$	- \$	(700.00) \$	(700.00)
10-3100-3170	PENALTIES AND INTEREST	24,757 \$	40,000.00 \$	36,000.00 \$	36,000.00
10-3100-3171	PENALTIES AND INTEREST - OLD	\$	- \$	300.00 \$	300.00
10-3100-3175	INTEREST - VEHICLE TAXES - NEV	2,332 \$	1,000.00 \$	1,500.00 \$	1,500.00
10-3100-3190	DISCOUNTS	-			
10-3100-3191	MARTIN CO TAX COMMISSION - OL	(8,746) \$	(6,000.00) \$	(30.00) \$	(30.00)
10-3100-3195	MARTIN CO TAX COMMISSION - NEW	\$	- \$	(5,000.00) \$	(5,000.00)
TAXES - ADVALOREM TOTAL		2,924,623	3,128,000	3,198,030	3,198,030
10-3200-3230	LOCAL OPTION SALES TAX	703,705	755,000	777,000	777,000
10-3200-3250	TAXI LICENSES	45 \$	60.00 \$	60.00 \$	60.00
10-3200-3260	PRIVILEGE LICENSES	76,790 \$	- \$	- \$	-
10-3200-3285	AUTO LICENSES	21,101 \$	15,000.00 \$	15,000.00 \$	15,000.00
OTHER TAXES & LICENSES TOTAL		801,642	770,060	792,060	792,060
10-3300-3322	BEER AND WINE TAX	25,507 \$	23,000.00 \$	24,000.00 \$	24,000.00
10-3300-3324	UTILITY FRANCHISE TAX	292,504 \$	419,200.00 \$	442,000.00 \$	442,000.00
10-3300-3325	TELECOMMUNICATIONS SALES T.	92,194			
10-3300-3326	VIDEO FRANCHISE FEE	42,109			
10-3300-3327	PIPED NATURAL GAS SALES TAX	6,287 \$	- \$	- \$	-
10-3300-3328	CONTROL SUBS & FED FORFEITE	- \$	12,000.00 \$	12,104.00 \$	12,104.00
10-3300-3330	HOLD HARMLESS REIMBURSEME	225,477 \$	234,000.00 \$	260,000.00 \$	260,000.00
10-3300-3360	2011 TORNADO	-			
10-3300-3396	2014 DHS EQ GRANT	23,866 \$	3,534.50		
STATE SHARED REVENUES		707,942	691,735	738,104	738,104
10-3400-3412	HOMELAND SEC #97.067 CFDA	\$	5,500.00		
10-3400-3413	HOMELAND SEC #97.067 CFDA TRUCK	\$	54,500.00		
10-3400-3441	PAYMENTS IN LIEU OF TAXES	3,059	3,000	2,000	2,000
10-3400-3442	ABC DISTRIBUTION	19,527 \$	6,000.00 \$	25,000.00 \$	25,000.00
10-3400-3443	RESCUE SQUAD-MARTIN CNTY	325,373 \$	134,000.00 \$	146,135.00 \$	146,135.00
10-3400-3444	RECREATION-MARTIN COUNTY	9,677 \$	9,677.00 \$	9,677.00 \$	9,677.00
10-3400-3445	COURT FEES	3,169 \$	2,000.00 \$	2,000.00 \$	2,000.00
10-3400-3481	NC DHHS SMOKE ALARM GRANT				
10-3400-3489	NCAS #61216				
10-3400-3489	SOLID WASTE DISPOSAL TAX	3,418			
10-3400-3491	ON BEHALF OF PAYMENT F/R	5,884 \$	6,700.00 \$	6,700.00 \$	6,700.00
10-3400-3486	RIVER LANDING GRANT	\$	380,000.00		
10-3400-3487	PD - BODY CAMERA GRANT	\$	15,000.00 \$	- \$	-
10-3400-3488	SAFE KIDS GRANT	\$	917.99 \$	- \$	-
10-3400-34952	TRILLIUM HEALTH RESOURCES GRANT-PLAYGROUND	\$	335,629.00 \$	13,107.00 \$	13,107.00
LOCAL SHARED REVENUES		370,107	952,924	204,619	204,619

10-3500-3510	EMS COLLECTIONS	413,263	\$	450,000.00	\$	470,000.00	\$	470,000.00
10-3500-3511	EMS - MEDICAID	40,840	\$	60,000.00	\$	55,000.00	\$	55,000.00
10-3500-3512	MEDICAID - PAYBACK		\$	-	\$	(25,000.00)	\$	(25,000.00)
10-3500-3515	RECREATION-RENTS	3,546	\$	3,300.00	\$	3,300.00	\$	3,300.00
10-3500-3517	REC/YOUTH INS	2,238	\$	2,400.00	\$	3,000.00	\$	3,000.00
10-3500-3518	REC/PROGRAMS	5,326	\$	7,400.00	\$	8,100.00	\$	8,100.00
10-3500-3519	REC/MEMBERSHIPS	6,284	\$	4,500.00	\$	4,500.00	\$	4,500.00
10-3500-3520	REC/OTHER	4,712	\$	6,800.00	\$	6,000.00	\$	6,000.00
10-3500-3521	CEMETERY	47,550	\$	66,000.00	\$	60,000.00	\$	60,000.00
10-3500-3530	ZONING	2,540	\$	3,000.00	\$	4,000.00	\$	4,000.00
10-3500-3535	POLICE DEPT	2,995	\$	2,000.00	\$	3,000.00	\$	3,000.00
10-3500-3540	STREET,DRIVEWAYS,CLEAN LOT	0	\$	1,000.00				
10-3500-3545	STREET SWEEPER CONTRACT	5,344	\$	5,189.00	\$	-	\$	-
PERMITS AND FEES		534,637		611,589		591,900		591,900
10-3300-3390	HAZMAT - RRT1	57,000	\$	57,000.00	\$	69,000.00	\$	69,000.00
10-3300-3393	2009 RRT EQUIP GRANT CFDA 97.	-						
10-3300-3394	2010 RRT EQUIP GRANT CFDA 97.	-						
10-3300-3395	2011 RRT EQUIPMENT GRANT	-						
10-3300-3329	MOSQUITO CONTROL	-	\$	1,000.00	\$	1,000.00	\$	1,000.00
10-3600-3665	INSTALLMENT LOANS/ENTERPRISE FUND							
GRANTS AND LOANS		57,000		58,000		70,000		70,000
10-3600-3610	INVESTMENT EARNINGS	1,371	\$	1,300.00	\$	4,000.00	\$	4,000.00
10-3600-3612	INVEST EARNING/POWELL BIL	0						
10-3600-3615	SALES OF FIXED ASSETS	53,188	\$	10,000.00	\$	15,000.00	\$	15,000.00
10-3600-3616	SALES OF SUBSTANDARD LOTS	0	\$	1,000.00	\$	1,000.00	\$	1,000.00
10-3600-3620	ROOKS TRUST FUND	4,432	\$	3,000.00	\$	3,000.00	\$	3,000.00
10-3600-3622	DONATION - MARTIN MEMORIAL LIBRARY		\$	8,042.00				
10-3600-3625	CASH OVER & SHORT	37	\$	(20.00)	\$	20.00	\$	20.00
10-3600-3630	RETURNED CHECKS	100	\$	25.00	\$	100.00	\$	100.00
10-3600-3635	INSURANCE CLAIMS	4,593	\$	1,000.00	\$	4,000.00	\$	4,000.00
10-3600-3640	FIRE INSPECTION APPLICATION FI	1,487	\$	1,200.00	\$	1,400.00	\$	1,400.00
10-3600-3645	FIRE CODE PERMIT	693	\$	500.00	\$	500.00	\$	500.00
10-3600-3651	VENDING MACHINE-REC	0	\$	150.00	\$	150.00	\$	150.00
10-3600-3660	MISCELLANEOUS REVENUE	4,861	\$	5,000.00	\$	5,000.00	\$	5,000.00
10-3600-3662	MISC REIMBURSEMENT FUNDS	0						
10-3600-3663	INSTALLMENT LOANS	0	\$	82,291.00	\$	227,773.00	\$	227,773.00
10-3660-3665	INSTALLMENT LOANS	-						
10-3660-3670	BB&T LOAN-TANKER 2013							
10-3600-5200	COPIES,MISC SUPPLIES,FAX	2	\$	100.00	\$	100.00	\$	100.00
MISCELLANEOUS REVENUE		70,765		113,588		262,043		262,043
10-3900-3910	UNDESIGNATED	-		181,686				
FUND BALANCE APPROPRIATED		0		181,686		0		0
TOTAL ESTIMATED GENERAL FUND REVENUE		5,466,716		6,507,582		5,856,756		5,856,756



ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2016-2017
FUND: 15 NAME: POWELL BILL FUND

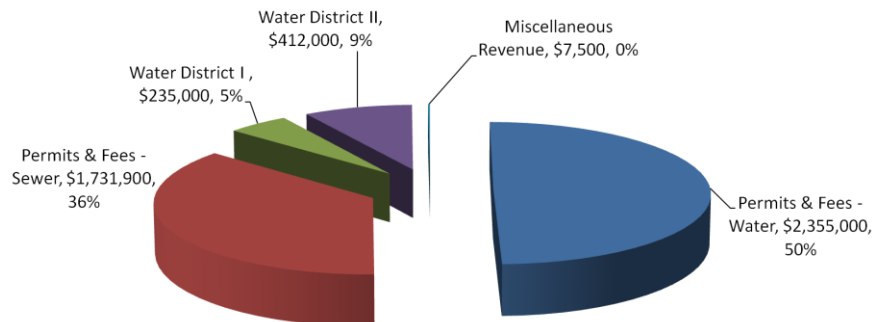
Account Number	Account Description	Actual 2014-2015	Budget 2015-2016	Recommended Budget 2016-2017	APPROVED 2016-2017
15-2900-0000	Fund Balance		75,000		
FUND BALANCE		0	75,000		
15-3100-3114	LICENSE PLATE TAX			81,250	81,250
15-3300-3316	POWELL BILL REVENUE	170,000	163,000	165,000	165,000
STATE SHARED REVENUES		170,000	163,000	246,250	246,250
15-3600-3612	INVESTMENT EARNINGS POWELL I	-			
MISCELLANEOUS REVENUE		-	0	0	0
15-3900-3915	POWELL BILL	78,000		220,856	220,856
FUND BALANCE APPROPRIATED		78,000	0	220,856	220,856
TOTAL POWELL BILL FUND REVENUE		248,000	238,000	467,106	467,106

ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2016-2017
FUND: 25 NAME: STORM WATER FUND

Account Number	Account Description	Actual 2014-2015	Budget 2015-2016	Recommended Budget 2016-2017	APPROVED 2016-2017
25-3501-3511	Storm Water Revenue	\$ -	-	46,260	46,260
TOTAL STORM WATER FUND REVENUE		0	0	46,260	46,260

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2016-2017
FUND: 30 NAME: ENTERPRISE FUND

Account Number	Account Description	Actual 2014-2015	Budget 2015-2016	Recommended Budget 2016-2017	APPROVED 2016-2017
30-3501-3511	WATER SERVICES	1,216,086	2,330,134	2,350,000	2,350,000
30-3501-3513	PENALTIES	34,100	22,000	35,000	35,000
30-3501-3514	TAPS AND CONNECTION FEES	6,275	5,000	5,000	5,000
30-3501-3515	WATER AUTHORITY	182,450			
PERMITS AND FEES - WATER		1,438,911	2,357,134	2,390,000	2,390,000
30-3502-3512	SEWER SERVICES	1,720,384	1,416,464	1,730,000	1,730,000
30-3502-3513	PENALTIES	-		1,000	1,000
30-3502-3514	TAPS AND CONNECTION FEES	450	900	900	900
30-3502-3516	SALE OF FIXED ASSETS	-			
	GRANT FOR INFLO/INFILTRATION	-			
PERMITS AND FEES - SEWER		1,720,834	1,417,364	1,731,900	1,731,900
30-3511-3501	WA DIST 1 - WA SERVICES	125,275	248,550	200,000	200,000
30-3511-3515	WA DIST 1 - W AUTH FEES	13,595			
WATER DISTRICT 1 -WATER SERVICES		138,870	248,550	200,000	200,000
30-3512-3501	WA DIST 2 - WA SERVICES	267,688	528,165	410,000	410,000
30-3512-3502	WA DIST 2 SEWER	1,711	2,500	2,000	2,000
30-3512-3515	WA DIST 2 - W AUTH FEES	30,755			
WATER DISTRICT 2 - WATER SERVICES		300,154	530,665	412,000	412,000
30-3601-3615	SALE OF FIXED ASSETS	-	1,000	1,000	1,000
30-3601-3640	RETURNED CHECKS	1,425	1,000	1,000	1,000
30-3601-3660	MISCELLANEOUS	1,020	500	500	500
30-3601-3661	NC RURAL ECONOMIC DEV CENTE	-			
MISCELLANEOUS REVENUE-WATER		2,445	2,500	2,500	2,500
30-3602-3610	INVESTMENT EARNINGS	10,202	4,000	5,000	5,000
30-3602-3638	LOAN REPAYMENTS FROM GEN FL	22,614		0	0
MISCELLANEOUS REVENUE-SEWER		32,816	4,000	5,000	5,000
30-3902-3930	RETAINED EARNINGS WATER	0	206,555		
30-3610-9903	TR FROM WATER SYSTEM CONTRC	-	-		
RETAINED EARNINGS- WATER		0	206,555		
30-3902-3903	RETAINED EARNINGS SEWER		88,387		
RETAINED EARNINGS -SEWER			88,387		
TOTAL ENTERPRISE FUND REVENUE		3,634,030	4,855,155	4,741,400	4,741,400
TOTAL ESTIMATED REVENUE 2016-2017					11,111,522



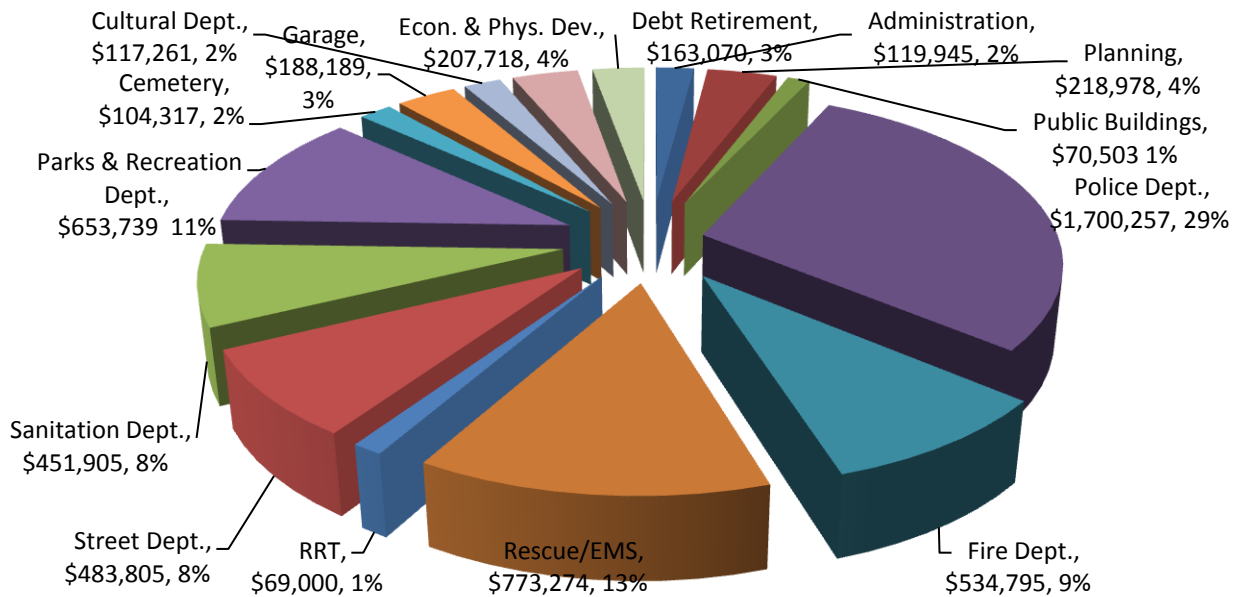
TOWN OF WILLIAMSTON
TOWN OF WILLIAMSTON
SUMMARY OF APPROVED EXPENDITURES 2016/2017

<u>GENERAL FUND</u>	<u>Personnel Services</u>	<u>Operating Expenses</u>	<u>Admin. Expense</u>	<u>Capital Outlay</u>	<u>Debt Service</u>	<u>Contingency</u>	<u>Transfer to Other Funds</u>	<u>Capital Reserve</u>	<u>TOTAL</u>
Administration	571,045	176,779	(629,554)			1,675			119,945
Planning	166,723	36,886		15,000		369			218,978
Public Buildings	12,540	57,389				574			70,503
Police Dept.	1,278,779	292,035		126,523		2,920			1,700,257
Fire Dept.	366,065	151,700		15,513		1,517			534,795
Rescue/EMS	610,281	151,478		10,000		1,515			773,274
RRT	3,421	65,579							69,000
Street Dept.	236,904	193,714		51,250		1,937			483,805
Sanitation Dept.	367,441	83,628				836			451,905
Parks & Rec Dept.	371,935	213,667		66,000		2,137			653,739
Cemetery	86,040	18,096				181			104,317
Garage	153,185	34,657				347			188,189
Cultural Dept.		116,100				1,161			117,261
Econ. & Phys. Dev.		205,661				2,057			207,718
Debt Retirement					163,070				163,070
TOTALS	4,224,359	1,797,369	(629,554)	284,286	163,070	17,226			5,856,756
									5,856,756
POWELL BILL FUND									
Powell Bill		131,250					335,856		467,106
TOTALS		131,250					335,856		467,106
ENTERPRISE FUND									
Water Dept.	317,775	1,668,551	340,928	124,830	62,553	50,057		10,000	2,574,694
Water District I					43,182				43,182
Water District II					123,279				123,279
Sewer Dept.	368,374	473,964	288,626	50,000	766,777	42,504		10,000	2,000,245
TOTALS	686,149	2,142,515	629,554	174,830	995,791	92,561		20,000	4,741,400
STORM WATER FUND									
Storm Water		46,260							46,260
TOTALS		46,260							46,260
TOTAL ALL FUNDS	4,910,508	4,117,394		459,116	1,158,861	109,787	335,856	20,000	11,111,522

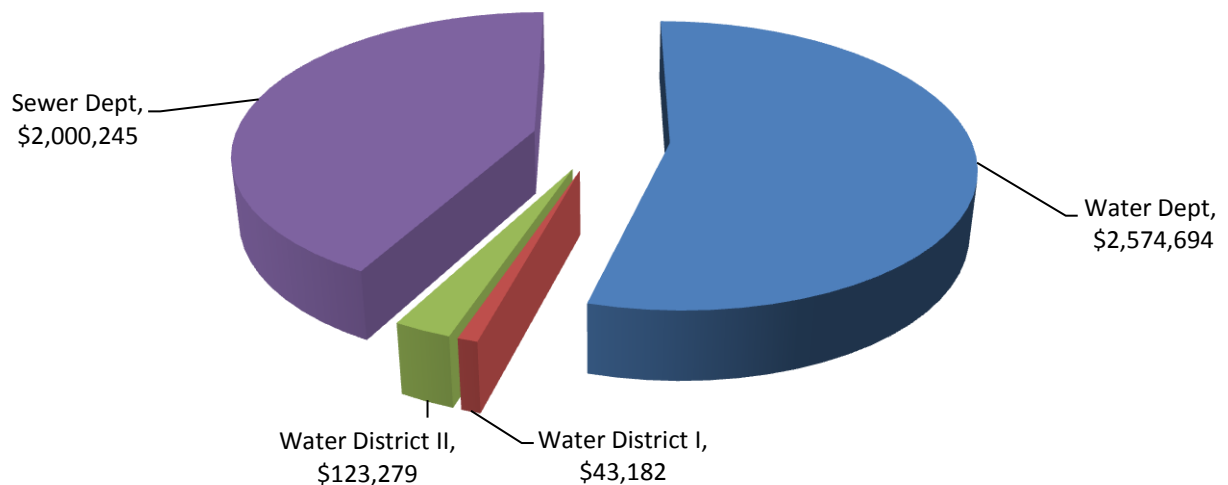
TOWN OF WILLIAMSTON – BUDGET FOR FISCAL YEAR 2016-2017

EXPENDITURES BY DEPARTMENT

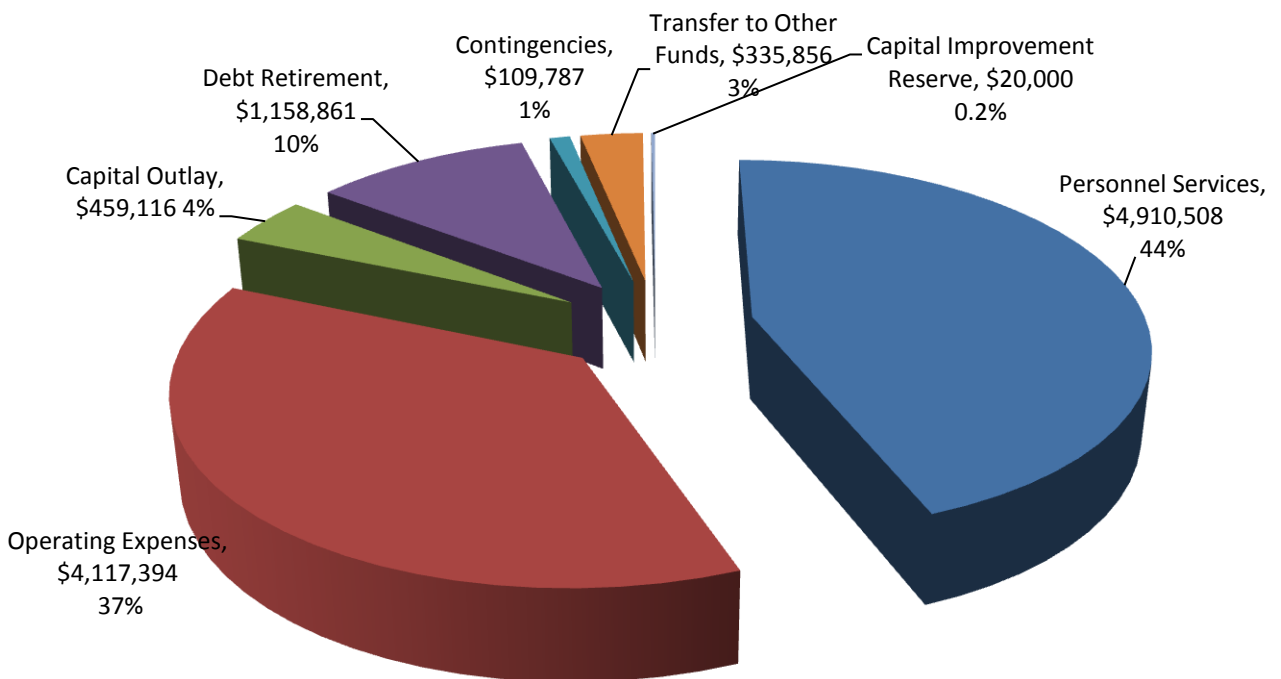
GENERAL FUND FOR FY 2016-2017



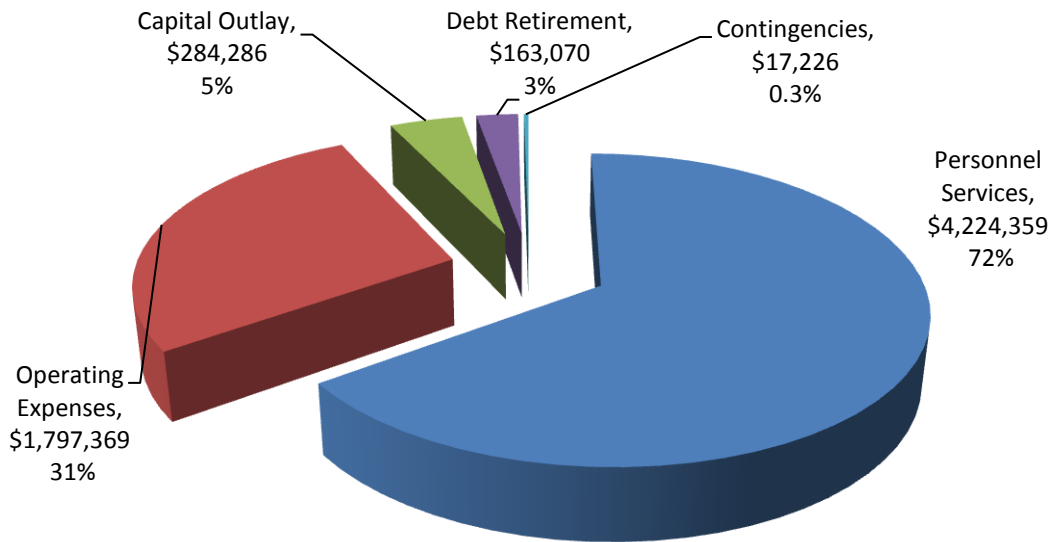
ENTERPRISE FUND FOR FY 2016-2017



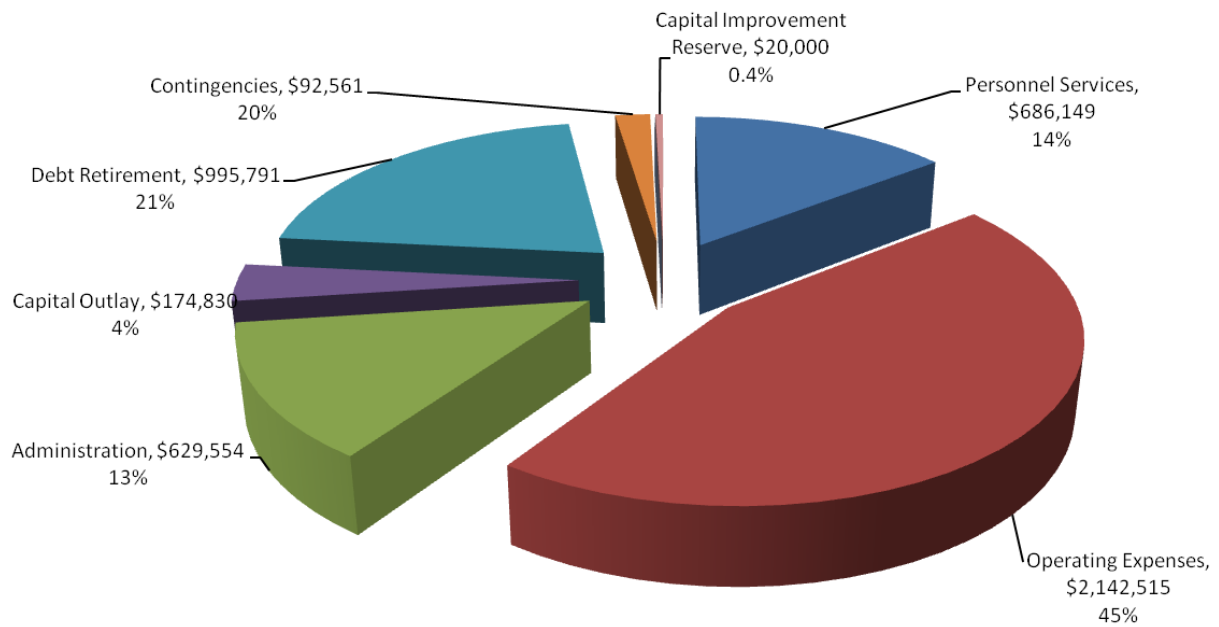
**TOWN OF WILLIAMSTON – BUDGET FOR
FISCAL YEAR 2016-2017
EXPENDITURES BY TYPE
TOTAL BUDGET**



GENERAL FUND FOR FY 2016-2017



ENTERPRISE FUND FOR FY 2016-2017



CAPITAL IMPROVEMENTS PLAN

- **DESCRIPTION OF CAPITAL
IMPROVEMENT PLANNING
PROCESS**
- **SUMMARY OF CAPITAL
IMPROVEMENT PLAN 2017-2021**
- **2016-2017 BUDGETED CAPITAL
IMPROVEMENTS**



TOWN OF WILLIAMSTON, NC

CAPITAL IMPROVEMENT PLANNING

*Long Term Capital Planning is Critical to Economic Development,
Revenue, Cash Flow and Debit Forecasting*

WHAT IS A CIP?

A Capital Improvement Plan (CIP) is a list of identified capital project and acquisition needs that cover five years, identifies financing alternatives and is formally adopted annually. The CIP:

- Discloses cost or expenditure estimates
- Identifies probable sources of financing
- Evaluates, prioritizes and schedules projects and acquisitions
- Estimates the potential impact of projects and acquisitions on the operating budget when possible

A CIP is essentially a long-term plan. **Projects and acquisitions in the first year of the CIP forecast period become the capital budget for that budget year.** Most capital project or acquisition requests initially enter the CIP in one of the later planning years (that is, the fourth or fifth year) of the forecast period and then progress towards completion. This process creates a system for approval and completion of capital projects that supports planning and accountability.

Capital projects are defined as investments in non-disposable items that exceed \$5,000 in cost.

WHY LONG-TERM PLANNING?

Long-term capital planning has three key benefits. First is cash flow planning. Municipalities have limited ability to adjust revenues and doing so often requires significant advance planning and/or can be politically difficult. This creates an institutional bias toward stability or incremental changes in revenue. Capital expenditures, in contrast, are large and can vary significantly from year to year. Tools, such as debt, can be used to

smooth the cash flow requirements of capital expenditures, but successful, long-term utilization of a municipality's debt capacity requires careful planning. Further, some forms of financing can require significant lead time to put in place, such as revenue bonds, or are only available on an intermittent basis, such as grants.

Second, the process forces prioritization to assist in assuring that limited resources are allocated to those projects supported by political consensus. When considering a specific project proposal, policy bodies must consider it in relationship to other potential expenditures often asking the question: "what are the tradeoffs?" This question can only effectively be responded to in the context of long range capital planning, which provides an opportunity to understand which projects are planned, the financial resources demanded, and how changes impact other projects.

Finally, the plan provides opportunities to both manage expectations and measure performance. By accumulating all of the project activity into a single source document that describes the expected timing and expense of the planned projects, the CIP provides visibility into project details for project proponents and supporters. It also assists in communicating the impact of operational and fiscal constraints on the timing and complexity of the project. It provides responses to questions such as: "when will this project be done? What will this project cost? and, in part why can't this get done earlier or how can it get done earlier? Further, if a project keeps sliding back on the schedule, the CIP will highlight what is happening and provide clues to potential causes.

In addition to these key benefits, long range planning through CIP formation and adoption assists in coordinating dependent or related projects, facilitates personnel workload planning and/or staffing needs analysis, and provides a vehicle to see infrastructure investments planned in response to changing community needs or conditions – additional wastewater capacity in the face of growth, for example.

Financial Planning

A local government in a fast-growing region may have to rely heavily on debt and certain pay-as-you-go sources, such as facility fees, to finance the infrastructure needed to accommodate growth. On the other hand, local governments in areas where growth is limited or nonexistent are less likely to rely on debt and more likely to rely on certain other pay-as-you-go sources such as annual revenues earmarked for capital purposes, capital reserves and state grants and loans. Some benefits of Financial Planning through a CIP include:

- Achieve a balance between the use of cash reserves and debt financial resources
- Protect and improve a local government's bond rating
- State grants and low interest loan programs give priority points for an adopted CIP
- Use a variety of financing sources to support the CIP – diversification
- Enables officials to realistically foresee emerging capital needs and estimate project costs
- Allow time plan projects and arrange financing

Operational Planning

The impact of CIP projects and acquisitions on present and future operating budgets can be significant. Some projects can add recurring expenditures and new positions, possibly creating the need to increase revenues to offset the new operating expenditures. The impact of capital projects and acquisitions on the operating budget is too often overlooked due to timing and uncertainty. Some operational impacts that the CIP identifies and provides for include:

- New positions and additional program or operating expenses
- Workload associated with support personnel to manage the various capital projects
- Annual debt service on new debt issuance

Accountability Benefits

The value of a CIP for communicating the progress of on-going and long-term projects and acquisitions is essential for providing information for economic development and constituent inquiries.

- What projects are on the list and when will they occur?
 - ◆ Economic Development decisions
 - Where is the municipality investing in water, sewer and streets?
 - ◆ Constituent Inquires
 - What is the status of a project I am interested in?
- What is the overall progress of the CIP?
 - ◆ Cash flow projects
 - ◆ Debt management

CIP PROCESS

The steps in the CIP process generally mimic the steps followed in preparing the operating or annual budget. The process usually includes the following steps:

- **Formulate, review and approval goals and policies** – Local governing boards usually hold retreats to review, update and approve policies and goals to guide capital budgeting.
- **Identify needs** – During the fall, Department Heads review programmed projects and assess current capital needs for the upcoming budget year. Capital projects are selected that require repair, maintenance, or replacement that, if not addressed, will result in higher costs in future years and infrastructure investments required to meet growth demands.

General Guidelines for Equipment Replacement

Pickups & Vans -	10 years or 80,000 miles
Patrol Cars -	5 years or 90,000 miles
Other Cars -	8 – 12 years or 100,000 miles
Aerials(Fire/Rescue) -	25 years
Special Purpose Trucks (Fire/Rescue) -	25 years
Special Purpose Trucks (Public Works)-	8 years or 60,000
Trailers -	15 years
Small Dump Trucks-	10 years or 80,000 miles
Sweepers-	8 years or 60,000 miles
Large Dump Trucks-	12 years or 80,000 miles
Tractors-	15 years or 5,000 hours
Leaf Machines-	12 years or 3,000 hours
Ambulance-	8 years
Computer Hardware/Software-	3-5 years

- **Determine costs** – Municipal staff work together to determine the full extent of project costs based on scope, timing, ongoing operational costs, land acquisition, etc. This process is applied to new projects and projects previously programmed in the Capital Plan to ensure the most accurate cost estimates are budgeted and any operational impacts are identified.
- **Develop financing strategies** – The Finance Department works with each department to determine the best method for financing proposed projects. The selected financing strategies seek to:
 - ♦ Grants
 - ♦ Debt Financing
 - ♦ Facility Fees
 - ♦ User Fees
 - ♦ Pay as-you-go
- **Prioritize** – Once projects are selected, costs determined and a funding strategy is identified, the Town Administrator meets with each department head to review project forecasts and prioritize the result. The following criteria are considered in the prioritization of capital projects:
 - ♦ Necessary to ensure the health, welfare or safety of the community
 - ♦ Externally mandated
 - ♦ Links to an adopted Master Plan
 - ♦ Ties to Council Goals
 - ♦ Demanded due to growth or service improvement
 - ♦ Age and condition of infrastructure
 - ♦ Availability of funding
- **Adopted Capital Improvement Plan** – In the spring, the Town Administrator presents a Proposed Capital Improvement Plan to the Board of Commissioners. The projects are refined and reprioritized during budget workshops and the formal Plan is adopted.

- **Ongoing Monitoring** – Authorized capital projects are monitored to determine if timelines and milestones are being met and if financial transactions follow the adopted budget. Periodic status reports are provided to the Board of Commissioners.

WHAT THIS CIP CONTAINS

On the following pages we have assembled a comprehensive CIP that shows previously approved projects as well as new requests. The result of this intense analysis of not only new requests but also previously approved projects demonstrates to the Board of Commissioners as well as our citizens the investment that is being made to maintain vital infrastructure and “PLAN” for future needs.

It is also vitally important to know what this CIP is not – and that is a perfect prediction of our needs. As acknowledged in current bid costs, the estimates made in a long-term plan are not the same as a project that has been fully designed and engineered. Therefore, it is important that staff continually keep this CIP updated with new estimates as the year for funding approaches. In other words, a CIP is not a static document that once approved is placed on a shelf and only looked at during the Budget Process; it is a constantly changing document that must be flexible to incorporate updated costs and unforeseen needs.

**TOWN OF WILLIAMSTON
CAPITAL IMPROVEMENT PLAN 2017-2021
ALL DEPARTMENTS**

Expenditures	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Administration	-	17,000	5,000	17,000	17,000
Planning	15,000	730,000	22,076	-	-
Police	126,523	1,166,457	132,928	90,834	139,658
Fire/Rescue/RRT	25,513	124,040	511,406	26,805	154,534
Parks & Recreation	66,000	148,581	51,830	128,209	1,061,533
Public Works	51,250	111,540	51,830	128,209	1,061,533
TOTAL GENERAL FUND	322,728	2,297,618	775,070	391,057	2,434,258
Water	124,830	4,374,661	534,286	941,016	410,433
Sewer	50,000	35,615	-	30,460	-
TOTAL ENTERPRISE FUND	174,830	4,410,276	534,286	971,476	410,433
TOTAL ALL FUNDS	497,558	6,707,894	1,309,356	1,362,533	2,844,691

APPROVED CAPITAL IMPROVEMENTS 2016-2017
2016-2017 CAPITAL IMPROVEMENTS – GENERAL FUND
BUDGETED EXPENDITURES

Description	Dpt	Total Request per Project	General Fund Operating Revenue	Grants	Installment Financing	Storm Water Enterprise Fund (USDA Loan)	Enterprise Fund Operating Revenue	Total Department	Total Fund
GENERAL FUND									
PLANNING									
Long Range Plan Update - 5 year update	P	\$15,000	15,000					\$15,000	
POLICE									
Patrol Vehicles	PD	\$126,523			126,523			\$126,523	
FIRE DEPARTMENT									
SCBA(Self Contained Breathing Apparatus)	FR	\$15,513	15,513						
Skid Unit	FR	\$10,000	10,000						
PARKS AND RECREATION									
Site Plan	R	\$16,000	16,000						
Additional Lighting at Soccer Complex (Godwin Coppage Park)	R	\$50,000			50,000				
PUBLIC WORKS									
Streets									
Bucket Truck	PW	\$51,250			51,250				
TOTAL GENERAL FUND		\$284,286	\$56,513	\$0	\$227,773	\$0	\$0		\$284,286
ENTERPRISE FUND									
Description	Dpt	Total Request per Project	General Fund Operating Revenue	Grants	Installment Financing	Storm Water Enterprise Fund	Enterprise Fund Operating Revenue	Total Department	Total Fund
WATER									
P/U Truck	W	\$32,476					32,476	\$124,830	
Dump Truck	W	\$55,000					55,000		
Equipment Shed	W	\$30,000					30,000		
Trash Pump	W	\$7,354					7,354		
SEWER									
Sewer Vac (Trailer Mounted)	SW	\$50,000					\$50,000	\$50,000	
TOTAL ENTERPRISE FUND		\$174,830	\$0	\$0	\$0	\$0	\$174,830		\$174,830
STORMWATER ENTERPRISE FUND									
Description	Dpt	Total	General Fund	Grants/Loan	Installment	Storm Water	Enterprise	Total	Total Fund
Skewarkee Canal Phase II	PW	\$1,355,000	\$125,000	\$200,000		\$1,030,000		\$1,355,000	
TOTAL STORMWATER ENTERPRISE FUND		\$1,355,000	\$125,000	\$200,000	\$0	\$1,030,000	\$0		\$1,355,000

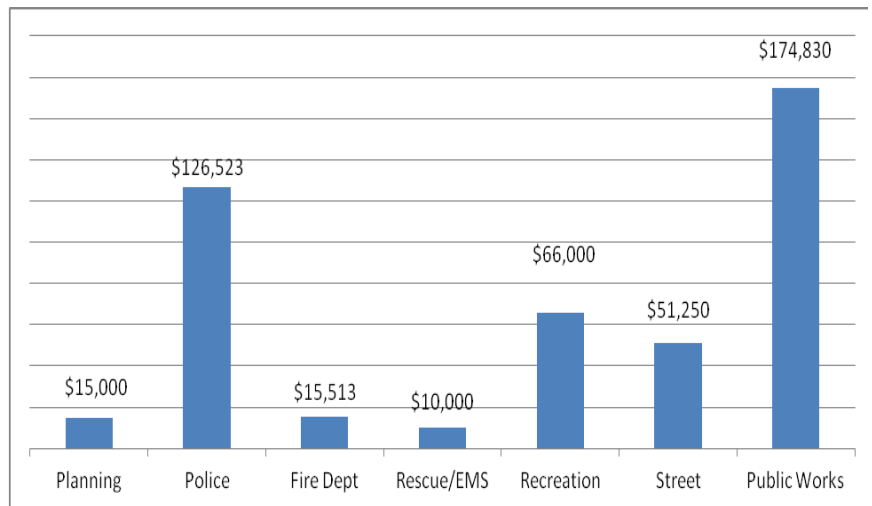
R=Parks & Recreation PW=Public Works A=Administration

Department

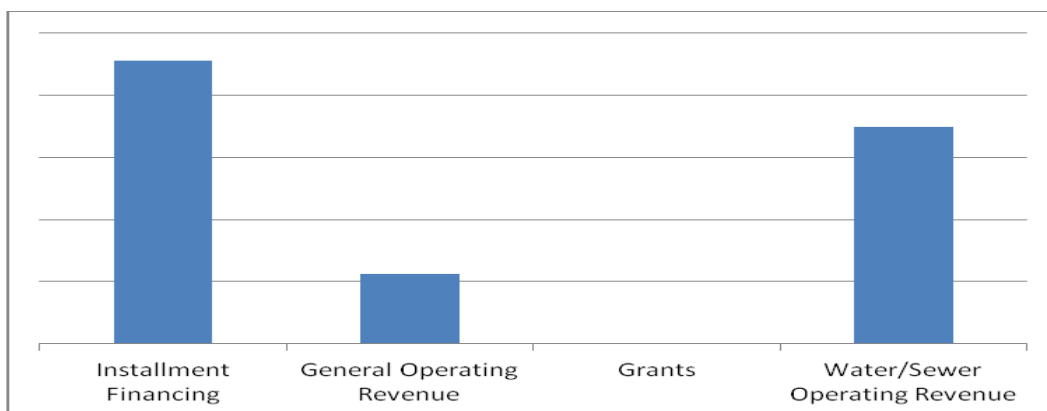
Planning	\$ 15,000
Police	\$ 126,523
Fire Dept	\$ 10,000
Rescue/EMS	\$ 15,513

Recreation	\$ 66,000
Street	\$ 51,250
Public Works	\$ 174,830

\$459,116

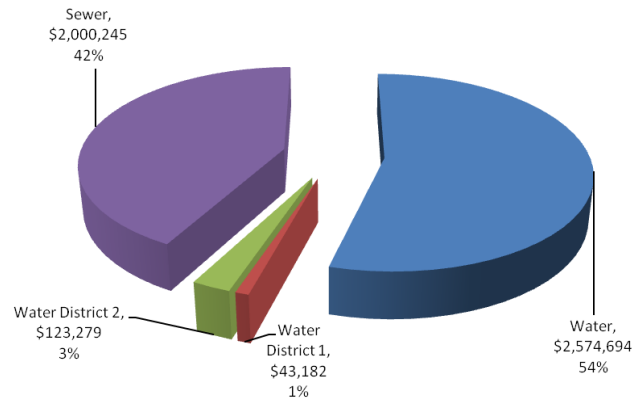


FUNDING	Installment Financing	General Operating Revenue	Grants	Water/Sewer Operating Revenue	Grand Total
Planning		\$15,000			\$15,000
Police	\$126,523				\$126,523
Fire Dept		\$25,513			\$25,513
Rescue/EMS		\$10,000			\$10,000
Recreation	\$50,000	\$16,000			\$66,000
Street	\$51,250				\$51,250
Public Works				\$174,830	\$174,830
	\$227,773	\$66,513	\$0	\$174,830	\$469,116



APPROVED CAPITAL IMPROVEMENTS 2016-2017
2016-2017 CAPITAL IMPROVEMENTS – ENTERPRISE FUND
BUDGETED EXPENDITURES

ENTERPRISE FUND									
Description	Dpt	Total Request per Project	General Fund Operating Revenue	Grants	Installment Financing	Storm Water Enterprise Fund	Enterprise Fund Operating Revenue	Total Department	Total Fund
WATER								\$124,830	
P/U Truck	W	\$32,476					32,476		
Dump Truck	W	\$55,000					55,000		
Equipment Shed	W	\$30,000					30,000		
Trash Pump	W	\$7,354					7,354		
SEWER								\$50,000	
Sewer Vac (Trailer Mounted)	SW	\$50,000					\$50,000		
TOTAL ENTERPRISE FUND		\$174,830	\$0	\$0	\$0	\$0	\$174,830		\$174,830



ENTERPRISE FUND BY DEPARTMENT

Department

Water	\$2,574,694
Water District 1	\$43,182
Water District 2	\$123,279
Sewer	\$2,000,245
	<u>\$4,741,400</u>

SMALL EQUIPMENT REQUESTS

- GENERAL FUND
- ENTERPRISE FUND

BUDGETED SMALL EQUIPMENT 2016-2017

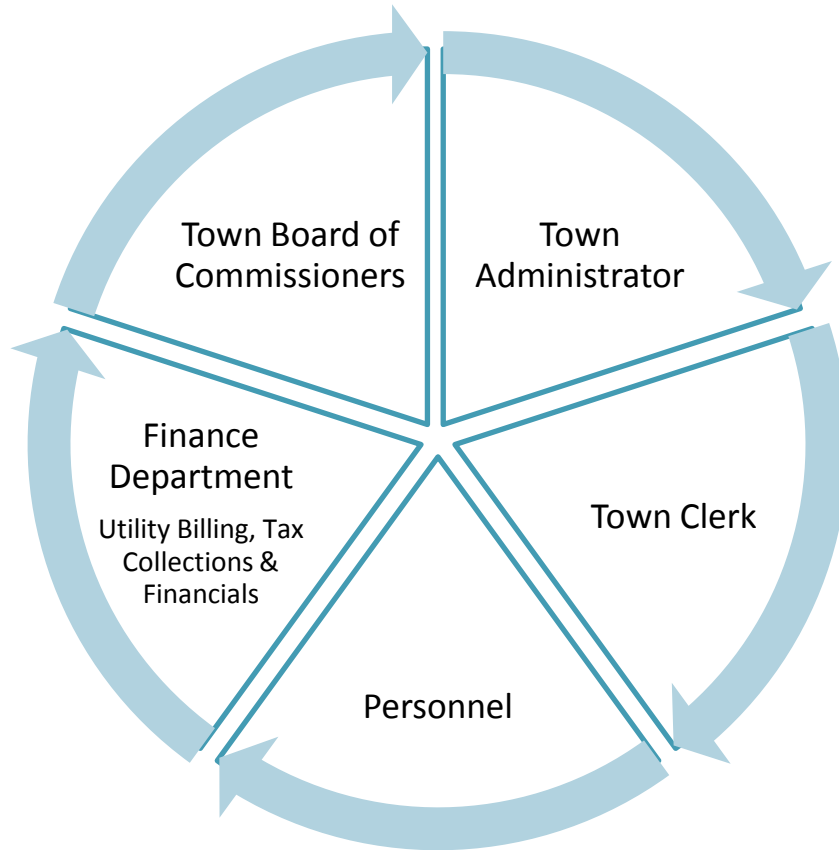
GENERAL FUND					
BUDGETED 2015-2016			BUDGETED 2016-2017		
Department	Requests FY 2015-2016 Description	Recommended FY 2015-2016	Requests FY 2016-2017 Description	Recommended FY 2016-2017	Approved FY 2016- 2017
Administration	2 Computers	4,500	2 Computers	5,000	5,000
	Desk Chair		Desk Chair	350	350
	Utilities Upgrade	3,500	Utilities Upgrade	3,500	3,500
	Calculator		Calculator	150	150
		8,000		9,000	9,000
Public Buildings	Miscellaneous Equipment	500	Miscellaneous Equipment	500	500
		500		500	500
Planning	Computer	1,600	Folding Machine	1,750	1,750
	Camera		Binding Machine	250	250
	Projector	900			
		2,500		2,000	2,000
Police Dept.	Computer Work Stations	3,750	Computer Work Stations	3,750	3,750
	Ballistic Vests	7,000	Ballistic Vests	3,500	3,500
	Pistols	1,400	Pistols (1)	700	700
	Tasers	2,000	Tasers (2)	2,000	2,000
	Simunition Training Weapons & Gear				
	Taser Project				
	Rifle Project	1,250	Rifle (1)	1,250	1,250
	Body Cameras	22,500	Body Cameras	40,680	40,680
		37,900		51,880	51,880
Fire Dept.	Turn Out Gear (8)	12,300	Turn Out Gear (8)	12,300	12,300
	Air Pack Replacement Cylinders (6)	6,000	Air Pack Replacement Cylinders (6)	6,000	6,000
	Misc Equipment	5,000	Misc Equipment	5,000	5,000
	Fire Hose	2,000	Fire Hose	2,000	2,000
		25,300		25,300	25,300
Rescue/EMS	Miscellaneous Equipment	8,000	Miscellaneous Equipment	5,000	5,000
			Table & Docking Station	3,000	3,000
		8,000		8,000	8,000
Regional Response Team	Medical Equipment	4,279	Medical Equipment	5,079	5,079
		4,279		5,079	5,079
Cemetery Dept.	FS-70 R Trimmer	540	Leaf Blower	216	216
	BG 86 Blower	240	Hedge Trimmer	324	324
			SF90 Trimmer (2)	598	598
		780		1,138	1,138
Garage Dept.	NAPATRACS	3,175	Heavy Duty Axle Jack	2,100	2,100
	1" Air Impact Wrench	1,000			
	Steel Cabinet	633			
	50 Ton hydraulic Press & Guard	4,950			
		9,758		2,100	2,100
Parks & Recreation	Weed Trimmer	400	Weed Trimmer	400	400
	Tables & Chairs	1,500	Treadmill - Commercial	4,950	4,950
	Computer	1,000	Computer - Laptop	1,600	1,600
		2,900		6,950	6,950
Street Dept.	Concrete Saw	1,100	Concrete/Asphalt Saw	1,200	1,200
	Grass Trimmer	660	Grass Trimmer	500	500
		1,760		1,700	1,700
Sanitation Dept.		0		0	0
	Total	101,677	Total	113,647	113,647

ENTERPRISE FUND					
BUDGETED 2015-2016			BUDGETED 2016-2017		
Department	Requests FY 2015-2016 Description		Requests FY 2016-2017 Description	Recommended FY 2016-2017	Approved FY 2016- 2017
Water	Radio Read Meters	45,000	Radio Read Meters	45,000	45,000
	Chlorination Equipment	4,000			
	Chlorine Scales	1,800			
	Well Sounder				
	Miscellaneous Equipment				
	Total	50,800	Total	45,000	45,000
Sewer	Gas Stove	650	Portable Pump	4,000	4,000
	Office Chairs	650	RAS PLC Processor	3,125	3,125
			Main Control Panel PLC Processor	3,125	3,125
			Gas Powered Hedge Trimmer	300	300
		1,300		10,549	10,549
	Total	52,100	Total	55,549	55,549
GRAND TOTAL SMALL EQUIPMENT		153,777		169,196	169,196

GENERAL FUND

- ADMINISTRATION
- PLANNING
- POLICE
- FIRE/RESCUE/RRT
- RECREATION
- PUBLIC WORKS
 - STREET
 - SANITATION
 - CEMETERY
 - GARAGE
- DEBT SERVICE
- PUBLIC BUILDINGS
- CULTURAL
- ECONOMIC & PHYSICAL
DEVELOPMENT

ADMINISTRATION



Mission Statement

"To ensure a proper accountability for the Town's Funds and Assets by monitoring the annual operating budget, reporting financial information to the Administrator, Board, and Departments in a timely and professional manner and consistent with generally accepted accounting principles, and all Town, Federal, and State mandates."

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND
Dept. 4200 Name: GENERAL ADMINISTRATION

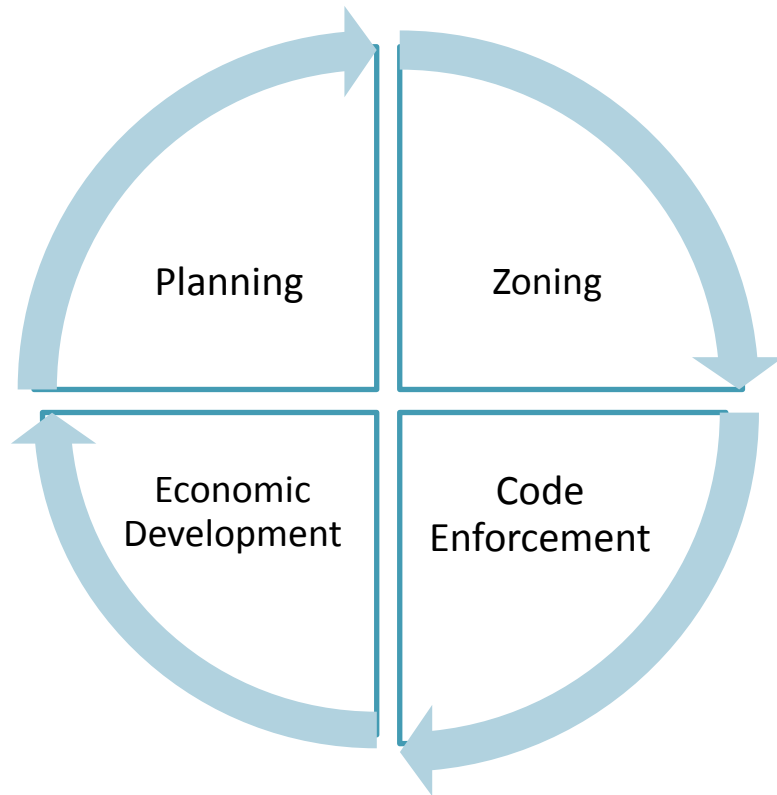
Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-4200-0100	SALARIES ELECTED OFFICIAL	30,863	28,686	32,635	33,615	33,615
10-4200-0200	REGULAR SALARIES	319,381	338,288	347,038	353,964	353,964
10-4200-0300	TEMPORARY SALARIES	135	-	1,000	1,000	1,000
10-4200-0500	FICA TAX	24,998	26,308	28,560	29,727	29,727
10-4200-0600	GROUP INSURANCE	72,455	85,051	112,034	127,162	127,162
10-4200-0700	RETIREMENT	22,364	23,475	23,387	25,577	25,577
10-4200-0900	PROFESSIONAL SERVICES	68,972	76,781	84,300	90,250	90,250
10-4200-1000	EMPLOYEE TRAINING	3,597	4,859	9,000	11,175	11,175
10-4200-1020	COMMISSIONER TRAINING	-	-	-	2,000	2,000
10-4200-1060	ELECTIONS	-	-	4,900	-	-
10-4200-1100	TELEPHONE	6,264	6,668	7,300	6,360	6,360
10-4200-1200	POSTAGE	4,208	4,461	5,800	5,800	5,800
10-4200-1400	TRAVEL/MEETINGS	2,079	2,030	4,500	4,300	4,300
10-4200-1600	REPAIR EQUIPMENT	2,984	3,949	5,500	6,200	6,200
10-4200-1700	REPAIR VEHICLES	-	-	-	-	-
10-4200-2100	EQUIPMENT RENTS/LEASES	2,845	4,744	5,200	8,400	8,400
10-4200-2600	ADVERTISING	6,156	6,983	5,500	4,820	4,820
10-4200-3100	AUTOMOTIVE SUPPLIES	686	584	1,600	1,500	1,500
10-4200-3200	OFFICE SUPPLIES	7,398	6,761	7,500	7,000	7,000
10-4200-3300	DEPARTMENT SUPPLIES	2,492	1,334	3,000	2,600	2,600
10-4200-3400	BANK CHARGES	443	414	600	600	600
10-4200-3800	GARBAGE COLLECTION	579	556	800	-	-
10-4200-4500	CONTRACTED SERVICES	448	-	-	-	-
10-4200-4501	GOVDEALS AUCTION FEES	2,550	3,944	3,912	3,000	3,000
10-4200-5300	DUES	1,350	1,829	2,700	2,865	2,865
10-4200-5400	INSURANCE	5,520	9,830	7,340	10,409	10,409
10-4200-5700	MISCELLANEOUS	114	1,334	1,000	500	500
10-4200-5900	HURRICANE IRENE	-	-	-	-	-
10-4200-7401	SMALL EQUIPMENT	4,545	5,887	8,000	9,000	9,000
10-4200-9200	CONTINGENCY	-	-	1,611	1,675	1,675
10-4200-9500	TRANSFER FR ENTERPRISE FU	-555,141	-589,428	-604,431	-629,554	-629,554
TOTAL ADMINISTRATION		38,284	55,329	110,286	119,945	119,945

**SUMMARY OF CAPITAL PROJECTS FOR ADMINISTRATION
2017-2021**

Expenditures	Priorit y*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Computers	2	\$ 20,000	\$ 15,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Revenue Mgmt Upgrade/Other Programs	2	\$ 24,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ -	\$ 12,000
TOTAL EXPENDITURES		\$ 44,000	\$ 27,000	\$ -	\$ 17,000	\$ 5,000	\$ 5,000	\$ 17,000

No Capital Requests for 2016/2017

PLANNING



Mission Statement

“To promote and foster a climate of growth and sustainability within the community that creates a balance of the social, cultural, economic, and ecological environments.”

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept. 4300 Name: PLANNING

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-4300-0200	REGULAR SALARIES	98,956	110,317	127,803	133,012	133,012
10-4300-0300	TEMPORARY SALARIES	14,743	107	-	-	-
10-4300-0500	FICA TAX	8,518	8,259	9,777	10,175	10,175
10-4300-0600	GROUP INSURANCE	10,210	9,653	12,070	15,174	15,174
10-4300-0700	RETIREMENT	6,925	6,692	7,513	8,362	8,362
10-4300-0900	PROFESSIONAL SERVICES	426	336	1,000	1,000	1,000
10-4300-0910	MARKETING TOWN OF WILLI	5,315	5,127	5,500	6,000	6,000
10-4300-1000	TRAINING	3,205	1,246	3,000	3,000	3,000
10-4300-1100	TELEPHONE	798	648	1,100	1,100	1,100
10-4300-1200	POSTAGE	522	256	600	600	600
10-4300-1400	TRAVEL/MEETINGS	691	274	650	650	650
10-4300-1600	REPAIR EQUIPMENT	2,305	2,588	3,000	3,000	3,000
10-4300-1700	REPAIR VEHICLES	572	107	500	500	500
10-4300-2600	ADVERTISING	443	423	600	600	600
10-4300-3100	AUTOMOTIVE SUPPLIES	823	363	850	750	750
10-4300-3200	OFFICE SUPPLIES	77	256	500	500	500
10-4300-3300	DEPARTMENT SUPPLIES	533	798	500	600	600
10-4300-3400	BANK CHARGES	-	-	-	-	-
10-4300-4500	CONTRACTED SERVICES	600	1,224	1,500	1,500	1,500
10-4300-4700	CODE ENFORCEMENT	8,646	7,945	10,000	12,000	12,000
10-4300-5300	DUES	479	629	1,200	1,200	1,200
10-4300-5400	INSURANCE WK COMP/AUTC	1,765	2,019	1,760	1,886	1,886
10-4300-5700	MISCELLANEOUS	-	-			
10-4300-5900	HURRICANE IRENE	-	-			
10-4300-7400	CAPITAL OUTLAY EQUIPMEN	23,903	55,612	400,000	15,000	15,000
10-4300-7401	SMALL EQUIPMENT	2,638	2,347	2,500	2,000	2,000
10-4300-9200	CONTINGENCY	-	-	348	369	369
TOTAL PLANNING		193,092	217,226	592,271	218,978	218,978

**SUMMARY OF CAPITAL PROJECTS FOR PLANNING
2017-2021**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
GIS Program and Equipment	2	\$ 20,000	\$ 22,076	-	\$ -	\$ 22,076		\$ -
Long Range Plan Update-5 year update	2	\$ 10,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
River Landing Phase II	2	\$ 730,000	\$ 730,000	\$ -	\$ 730,000	\$ -	\$ -	\$ -
TOTAL EXPENDITURE		\$ 760,000	\$ 767,076	\$15,000	\$ 730,000	\$ 22,076	\$ -	\$ -

POLICE



Mission Statement

"The Mission of the Williamston Police Department is to protect and enhance the quality of life for all who live, work, or visit our town. Members of the department are dedicated to accomplishing this mission by building problem solving partnerships with our citizens, while treating people with fairness and respect."

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

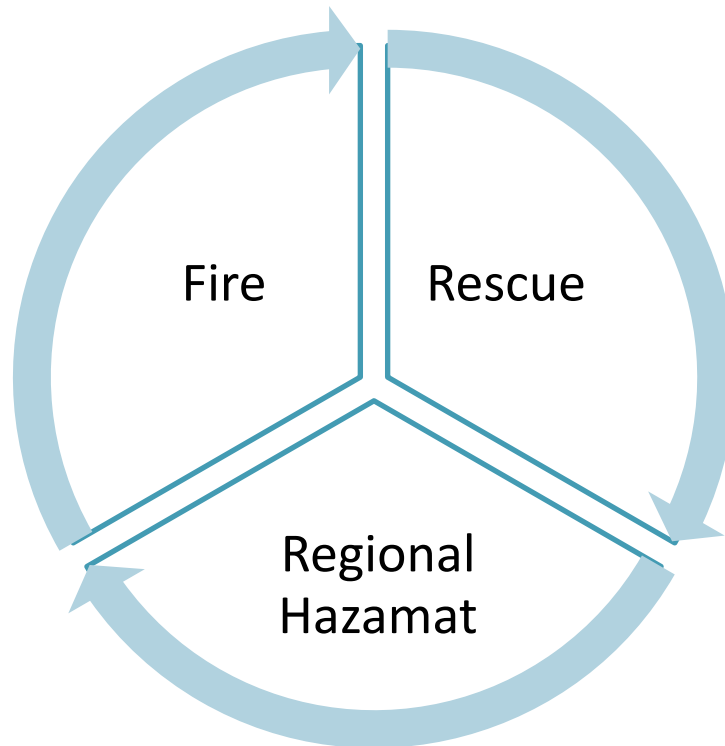
Fund: 10 Name: GENERAL FUND
Dept 5100 Name: POLICE DEPARTMENT

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5100-0200	REGULAR SALARIES	756,207	794,183	851,314	867,291	867,291
10-5100-0300	TEMPORARY SALARIES	37,036	43,225	61,173	63,008	63,008
10-5100-0400	SUPPLEMENTAL RETIREME	13,276	3,201	-	-	-
10-5100-0500	FICA TAX	59,469	62,822	69,805	71,168	71,168
10-5100-0600	GROUP INSURANCE	115,816	109,949	125,901	158,571	158,571
10-5100-0700	RETIREMENT	94,134	100,638	112,173	118,741	118,741
10-5100-0900	PROFESSIONAL SERVICES	10,147	14,336	16,000	28,060	28,060
10-5100-1000	EMPLOYEE TRAINING	10,144	14,697	15,500	16,000	16,000
10-5100-1100	TELEPHONE	11,329	11,445	11,000	11,000	11,000
10-5100-1200	POSTAGE	382	281	500	500	500
10-5100-1400	TRAVEL	343	-	2,000	1,000	1,000
10-5100-1600	REPAIR EQUIPMENT	2,809	5,772	3,000	3,000	3,000
10-5100-1700	REPAIR VEHICLES	5,197	13,770	11,000	13,000	13,000
10-5100-2100	EQUIPMENT RENTS/LEASES	1,229	-	2,200	1,000	1,000
10-5100-2600	ADVERTISING	39	262	500	500	500
10-5100-3100	AUTOMOTIVE SUPPLIES	60,997	45,880	55,000	50,000	50,000
10-5100-3200	OFFICE SUPPLIES	1,934	2,372	2,500	2,500	2,500
10-5100-3300	DEPARTMENT SUPPLIES	5,763	6,085	7,500	8,000	8,000
10-5100-3400	BANK CHARGES	586	586	2,594	2,594	2,594
10-5100-3600	UNIFORMS	11,832	15,413	16,000	16,000	16,000
10-5100-3800	GARBAGE COLLECTION	417	416	350	-	-
10-5100-5300	DUES	1,400	1,440	1,300	1,300	1,300
10-5100-5400	INSURANCE	52,326	62,794	57,855	63,397	63,397
10-5100-5600	DRUG CONTROL	8,000	6,000	8,000	7,000	7,000
10-5100-5601	DRUG & FED FORFEITURE	-	-	12,000	12,104	12,104
10-5100-5700	MISCELLANEOUS	1,236	925	1,531	1,700	1,700
10-5100-5800	COMMUNITY INVOLVEMENT	626	746	1,500	1,500	1,500
10-5100-5900	HURRICANE IRENE	-	-			
10-5100-7400	CAPITAL OUTLAY EQUIPMENT	63,139	108,187	82,291	126,523	126,523
10-5100-7401	SMALL EQUIPMENT	14,811	32,874	37,900	51,880	51,880
10-5100-7402	EQUIPMENT/DOJ GRANT F	-	-			
10-5100-9200	CONTINGENCY	-	-	2,537	2,920	2,920
Total Police		1,340,624	1,458,300	1,570,924	1,700,257	1,700,257

**SUMMARY OF CAPITAL PROJECTS FOR POLICE DEPARTMENT
2017-2021**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Patrol Vehicles	2	\$ 103,843	\$ 576,400	\$ 126,523	\$ 86,457	\$132,928	\$ 90,834	\$139,658
TOTAL EXPENDITURES		\$103,843	\$ 1,656,400	\$126,523	\$ 86,457	\$132,928	\$ 90,834	\$139,658

FIRE/RESCUE/RRT



Mission Statement

"The Mission of the Williamston Fire/Rescue & EMS Department is to serve and protect its citizens from the dangers of Fire, Emergency Medical Incidents and Other Natural and Man-made Emergencies through the efforts of Prevention, Education, Training and Safety."

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND Dept 5300
Name: FIRE DEPARTMENT

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5300-0200	REGULAR SALARIES	387,277	347,836	283,951	254,066	254,066
10-5300-0300	TEMPORARY SALARIES	18,432	23,057	20,000	16,000	16,000
10-5300-0400	SUPPLEMENTAL RETIREMENT	9,992	9,992	9,992	9,992	9,992
10-5300-0500	FICA TAX	29,432	26,618	23,238	20,660	20,660
10-5300-0600	GROUP INSURANCE	67,275	58,510	48,084	45,946	45,946
10-5300-0700	RETIREMENT	27,424	24,430	20,048	19,401	19,401
10-5300-0701	ON BEHALF OF PYMTS-FIRE	3,577	3,115	3,700	3,700	3,700
10-5300-0900	PROFESSIONAL SERVICES	3,902	5,091	5,500	5,000	5,000
10-5300-1000	EMPLOYEE TRAINING	5,473	3,073	5,500	5,000	5,000
10-5300-1100	TELEPHONE	4,511	5,269	2,800	4,400	4,400
10-5300-1200	POSTAGE	162	161	500	500	500
10-5300-1300	UTILITIES	2,088	1,151	3,500	3,500	3,500
10-5300-1400	TRAVEL	201	139	300	300	300
10-5300-1500	REPAIR BLDGS & GROUNDS	1,571	2,710	3,500	2,500	2,500
10-5300-1600	REPAIR EQUIPMENT	21,160	20,554	19,000	19,000	19,000
10-5300-3100	AUTOMOTIVE SUPPLIES	25,210	22,151	24,500	23,500	23,500
10-5300-3200	OFFICE SUPPLIES	359	787	1,000	1,000	1,000
10-5300-3300	DEPARTMENT SUPPLIES	5,099	2,942	5,500	6,000	6,000
10-5300-3400	BANK CHARGES	298	298	1,297	1,297	1,297
10-5300-3600	UNIFORMS	3,269	4,683	5,000	5,000	5,000
10-5300-3800	GARBAGE COLLECTION	533	342	600	600	600
10-5300-5300	DUES	719	1,089	1,000	1,200	1,200
10-5300-5400	INSURANCE	31,813	34,720	41,586	42,303	42,303
10-5300-5700	MISCELLANEOUS	1,109	640	1,600	1,600	1,600
10-5300-5900	HURRICANE IRENE/LIGHTNING	15,828	-			
10-5300-7400	CAPITAL OUTLAY EQUIPMENT	10,566	32,011	12,891	15,513	15,513
10-5300-7401	SMALL EQUIPMENT	21,474	32,780	25,300	25,300	25,300
10-5300-7402	2006 HAZMAT GRANT CFDA #97.07	-	-			
10-5300-7403	2007 DHS GRANT CFDA 97.07	-				
10-5300-7404	2008 RRT EQUIP GRANT CFDA#97.07	-	-			
10-5300-7405	FIRE SAFETY GRANT	-	-			
10-5300-7406	FIRE SAFETY GRANT 2009	-	-			
10-5300-7407	2009 RRT EG GRANT CFDA#97.07	-	-			
10-5300-7408	2010 RRT EQ GRANT CFDA#97.07	-	-			
10-5300-7409	2011 RRT EQUIPMENT GRANT	-	-			
10-5300-7409	2011 RRT EQUIPMENT GRANT	-	-			
10-5300-7410	2011 RRT EQUIPMENT GRANT	-	23,866	3,535		
10-5300-7411	2011 RRT EQUIPMENT GRANT	-	-	918		
10-5300-7412	2011 RRT EQUIPMENT GRANT	-	-	5,500		
10-5300-7413	2011 RRT EQUIPMENT GRANT	-	-	54,500		
10-5300-9200	CONTINGENCY	-		1,480	1,517	1,517
TOTAL FIRE		698,754	688,017	635,819	534,795	534,795

TOWN OF WILLIAMSTON
ANNUAL ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 5400 Name: RESCUE DEPARTMENT

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5400-0200	REGULAR SALARIES	198,474	259,070	343,363	429,063	429,063
10-5400-0300	TEMPORARY SALARIES	9,605	16,279	23,000	20,000	20,000
10-5400-0400	SUPPLEMENTAL RETIREMENT	720	720	720	720	720
10-5400-0500	FICA TAX	15,767	20,795	27,506	34,353	34,353
10-5400-0600	GROUP INSURANCE	41,078	45,793	48,794	90,879	90,879
10-5400-0700	RETIREMENT	15,220	19,585	24,467	32,266	32,266
10-5400-0701	ON BEHALF OF PYMTS-RES	2,862	2,769	3,000	3,000	3,000
10-5400-0900	PROFESSIONAL SERVICES	38,964	39,815	48,000	48,000	48,000
10-5400-0910	EMS/MC PARTNERSHIP	192,235	176,800			
10-5400-1000	EMPLOYEE TRAINING	2,298	2,219	3,000	3,000	3,000
10-5400-1100	TELEPHONE	2,146	2,129	6,000	3,000	3,000
10-5400-1200	POSTAGE	3	4	500	500	500
10-5400-1300	UTILITIES	12,151	13,532	12,500	12,000	12,000
10-5400-1400	TRAVEL	160	60	200	200	200
10-5400-1500	REPAIR BLDGS & GROUNDS	5,194	5,573	7,500	6,000	6,000
10-5400-1600	EQUIPMENT REPAIR	8,255	9,936	10,000	9,000	9,000
10-5400-2100	EQUIPMENT RENTS/LEASES	1,712	2,031	1,800	1,800	1,800
10-5400-3100	AUTOMOTIVE SUPPLIES	12,164	12,495	15,000	14,000	14,000
10-5400-3200	OFFICE SUPPLIES	1,910	2,123	2,500	2,500	2,500
10-5400-3300	DEPARTMENT SUPPLIES	10,481	10,028	14,000	12,000	12,000
10-5400-3400	BANK CHARGES	248	248	1,081	1,081	1,081
10-5400-3600	UNIFORMS	3,625	2,595	4,500	4,500	4,500
10-5400-3800	GARBAGE COLLECTION	1,615	1,693	1,600	1,500	1,500
10-5400-5300	DUES	708	696	1,000	1,000	1,000
10-5400-5400	INSURANCE	20,757	20,699	21,945	22,397	22,397
10-5400-5700	MISCELLANEOUS	372	192	800	1,000	1,000
10-5400-5900	HURRICANE IRENE	0	0	0		
10-5400-7400	CAPITAL OUTLAY EQUIPMEN	0	0	0	10,000	10,000
10-5400-7401	SMALL EQUIPMENT	2,538	4,067	8,000	8,000	8,000
10-5400-9200	CONTINGENCY	0	0	1,569	1,515	1,515
TOTAL RESCUE		601,265	671,947	632,345	773,274	773,274

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

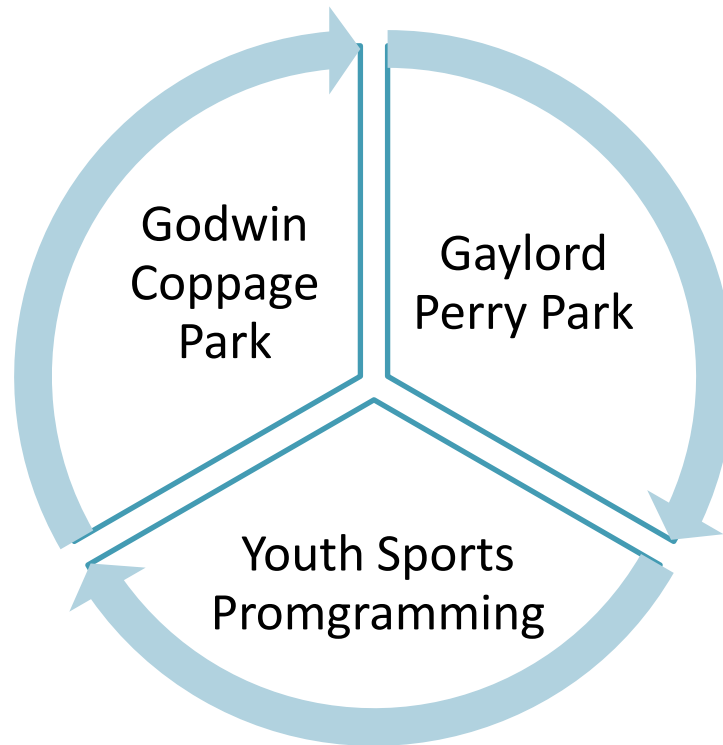
Dept 5300 Name REGIONAL RESPONSE TEAM

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5350-0300	RRT1 SALARIES	198	50	3,000	3,000	3,000
10-5350-0310	RT TRAINING SALARIES	5,005	6,036	0	0	0
10-5350-0500	RRT1 FICA TAX	0	0	230	230	230
10-5350-0700	RRT1 RETIREMENT	0	0	191	191	191
10-5350-0900	PROFESSIONAL SERVICES	14,985	14,985	15,000	15,000	15,000
10-5350-1000	TRAINING	15,555	12,539	19,000	25,000	25,000
10-5350-1100	RRT1 TELEPHONE	456	469	900	900	900
10-5350-1200	RRT1 POSTAGE	106	110	100	100	100
10-5350-1400	RRT1 TRAVEL	400	454	500	500	500
10-5350-1500	REPAIR BLDGS & GROUNDS	0	0	0		
10-5350-1600	EQUIPMENT REPAIR	0	0	0	4,000	4,000
10-5350-3300	RRT1 DEPT SUPPLIES	270	240	3,109	2,000	2,000
10-5350-3600	RRT1 UNIFORMS	0	2,097	3,000	2,000	2,000
10-5350-5400	WORKERS COMP INS RRT1	5,000	5,000	5,000	5,000	5,000
10-5350-7400	CAPITAL OUTLAY EQUIPMENT	0	0	0		
10-5350-7401	SMALL EQUIPMENT	4,737	7,508	9,279	5,079	5,079
10-5350-7402	VEHICLE RESERVE	0	2,324	37,927	6,000	6,000
TOTAL RRT		46,712	51,812	97,236	69,000	69,000

**SUMMARY OF CAPITAL PROJECTS FOR FIRE/RESCUE/RRT
2017-2021**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Utility Truck	2	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ambulance	2	\$ 140,000	\$ 154,534	\$ -	\$ -	\$ -	\$ -	\$154,534
SCBA(Self Contained Breathing Apparatus)	1	\$ 110,000	\$ 81,360	\$15,513	\$ 26,151	\$ 26,805	\$ -	\$ -
Generator	2	\$ 20,000	\$ 22,628	\$ -	\$ 22,628	\$ -	\$ -	\$ -
Roof	2	\$ 31,519	\$ 35,661	\$ -	\$ 35,661	\$ -	\$ -	\$ -
Fire Chief's Vehicle	1	\$ 35,000	\$ 39,600	\$ -	\$ 39,600	\$ -	\$ -	\$ -
Pumper	2	\$ 450,000	\$ 484,601	\$ -	\$ -	\$484,601	\$ -	\$ -
Skid Unit	1	\$ 15,000	\$ 15,000	\$10,000	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 846,519	\$ 833,384	\$25,513	\$124,040	\$511,406	\$ -	\$154,534

PARKS AND RECREATION



Mission Statement

"We will strive to provide programs and facilities that:

- *Offer positive outlets for youth in order to reduce youth delinquency*
- *Improve community health*
- *Attract tourists and new residents to increase economic growth."*

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

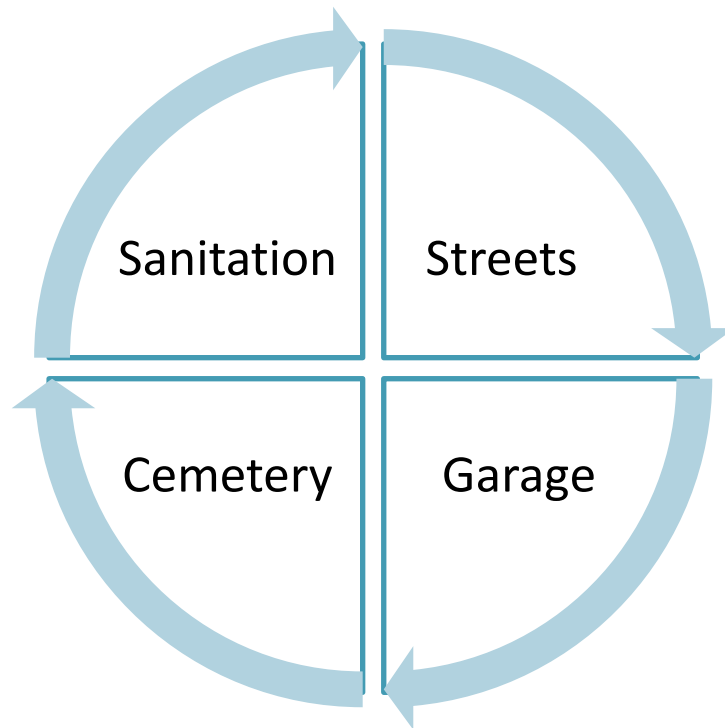
Dept 6200 Name: RECREATION DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-6200-0200	REGULAR SALARIES	166,987	187,092	199,999	209,252	209,252
10-6200-0300	TEMPORARY SALARIES	72,440	74,010	86,917	86,976	86,976
10-6200-0500	FICA TAX	17,086	18,728	22,092	22,661	22,661
10-6200-0600	GROUP INSURANCE	27,364	25,304	30,622	37,345	37,345
10-6200-0700	RETIREMENT	12,923	13,867	14,085	15,701	15,701
10-6200-0900	PROFESSIONAL SERVICES	0	45		6,740	6,740
10-6200-1000	EMPLOYEE TRAINING	1,029	1,345	1,915	1,915	1,915
10-6200-1100	TELEPHONE	4,988	5,131	5,220	6,360	6,360
10-6200-1200	POSTAGE	216	264	400	500	500
10-6200-1300	UTILITIES	26,210	28,072	28,700	27,450	27,450
10-6200-1400	TRAVEL	0	51	0	0	0
10-6200-1500	REPAIR BLDGS & GROUNDS	29,732	58,862	30,025	48,825	48,825
10-6200-1600	REPAIR EQUIPMENT	6,394	5,292	12,850	9,950	9,950
10-6200-3100	AUTOMOTIVE SUPPLIES	15,807	12,690	19,520	16,449	16,449
10-6200-3300	DEPARTMENT SUPPLIES	24,932	18,168	32,695	33,895	33,895
10-6200-3400	BANK CHARGES	225	225	1,081	1,081	1,081
10-6200-3500	SUPPLIES-TURFGRASS MGMT	13,397	14,522	18,384	18,284	18,284
10-6200-3600	UNIFORMS	1,892	2,366	2,150	2,150	2,150
10-6200-3800	GARBAGE COLLECTION	4,048	4,083	4,400	4,505	4,505
10-6200-4500	CONTRACTED SERVICES	2,916	6,967	6,750	5,875	5,875
10-6200-5300	DUES	485	90	650	375	375
10-6200-5400	INSURANCE	16,277	16,807	17,365	19,663	19,663
10-6200-5700	MISCELLANEOUS	3,813	5,238	5,740	2,700	2,700
10-6200-5702	BARNES EST/Wmstn Yarn Mill Dc	0	0			
10-6200-5900	HURRICANE IRENE	0	0			
10-6200-7200	CAPITAL OUTLAY BUILDINGS	0	0			
10-6200-7400	CAPITAL OUTLAY EQUIPMENT	19,178		368,818	66,000	66,000
10-6200-7401	SMALL EQUIPMENT	10,626	5,381	2,900	6,950	6,950
10-6200-9200	CONTINGENCY	0	25	1,907	2,137	2,137
TOTAL RECREATION		478,965	504,627	915,185	653,739	653,739

SUMMARY OF CAPITAL PROJECTS FOR PARKS AND RECREATION 2017-2021

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Gaylord Perry Park								
Site Plan	2	\$ 18,000	\$18,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -
Renovate Lobby	2	\$ 16,000	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ -
Weight Equipment	2	\$ 6,000	\$ 6,788	\$ -	\$ 6,788	\$ -	\$ -	\$ -
Gym Air Conditioning	2	\$ 22,000	\$23,692	\$ -	\$ -	\$ -	\$ -	\$ -
Construct Picnic Shelter & Restrooms	3	\$ 45,000	\$47,278	\$ -	\$ 47,278	\$ -	\$ -	\$ -
Fence for Tennis Courts @ West End	2	\$ 17,500	\$18,846	\$ -	\$ 18,846	\$ -	\$ -	\$ -
Add 2 Additional Tennis Courts	3	\$ 80,000	\$ 95,095	\$ -	\$ -	\$ -	\$ 95,095	\$ -
Resurface Courts	2	\$ 30,000	\$ 33,114	\$ -	\$ -	\$ -	\$ 33,114	\$ -
Godwin Coppage Park								
Community Building	3	\$ 850,000	\$1,061,533	\$ -	\$ -	\$ -	\$ -	1,061,533
Replace Athletic light bulbs and Realign	2	\$ 10,000	\$ 10,769	\$ -	\$ -	\$ -	\$ -	\$ -
Concrete Slab under bleachers	2	\$13,000	\$15,076	\$ -	\$ -	\$15,076	\$ -	\$ -
Batting Cage Netting	2	\$5,000	\$5,519	\$ -	\$ -	\$5,519	\$ -	\$ -
Additional Lighting at Soccer Complex	2	\$50,000	\$50,000	\$50,000	\$ -	\$ -	\$ -	\$ -
Maintenance: Trucks	2	\$20,000	\$22,628	\$ -	\$22,628	\$ -	\$ -	\$ -
72" Rotary Mower	2	\$15,000	\$16,971	\$ -	\$ -	\$16,971	\$ -	\$ -
Machine/Bunker Rake	2	\$12,000	\$14,264	\$ -	\$ -	\$14,264	\$ -	\$ -
Gator	2	\$11,000	\$12,727	\$ -	\$12,757	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$1,220,500	\$1,468,330	\$66,000	\$124,297	\$51,830	\$128,209	\$1,061,533

PUBLIC WORKS



Department Mission Statement

"Maintain a desirable workplace that provides for the safe, efficient function of the Public Works Department and encourages and rewards the professional growth of our employees."

Streets

"Provide streets, sidewalks, and street lighting that are clean, aesthetically pleasing, and provide for safe movement of vehicular and pedestrian traffic."

Sanitation

"Provide as thorough and efficient services as possible to provide for a community that is clean and aesthetically pleasing."

Garage

"Provide area/equipment that will allow for quality maintenance & repair of the significant investment in vehicles and equipment."

Cemetery

"Provide a clean, well maintained cemetery."

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 5600 Name: STREET DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5600-0200	REGULAR SALARIES	149,603	156,572	167,636	164,964	164,964
10-5600-0300	TEMPORARY SALARIES	1,178	2,007	2,000	2,000	2,000
10-5600-0500	FICA TAX	10,829	11,645	12,977	12,773	12,773
10-5600-0600	GROUP INSURANCE	33,081	33,590	36,068	45,149	45,149
10-5600-0700	RETIREMENT	9,931	11,200	11,420	12,018	12,018
10-5600-0900	PROFESSIONAL SERVICES	95	1,120	150	150	150
10-5600-1000	EMPLOYEE TRAINING	1,363	170	1,750	1,750	1,750
10-5600-1100	TELEPHONE	589	525	800	800	800
10-5600-1200	POSTAGE	0	0	250	250	250
10-5600-1300	UTILITIES	130,495	132,357	125,000	125,000	125,000
10-5600-1400	TRAVEL	149	25	400	400	400
10-5600-1500	REPAIR BLDGS & GROUNDS	491	3,038	9,000	9,000	9,000
10-5600-1600	REPAIR EQUIPMENT	1,607	3,190	5,500	5,500	5,500
10-5600-2100	EQUIPMENT RENTS/LEASES	0	0	150	150	150
10-5600-2600	ADVERTISING	138	51	100	100	100
10-5600-3100	AUTOMOTIVE SUPPLIES	10,161	11,196	16,000	16,000	16,000
10-5600-3300	DEPARTMENT SUPPLIES	7,313	4,370	6,500	6,500	6,500
10-5600-3400	BANK CHARGES	232	232	1,081	1,081	1,081
10-5600-3600	UNIFORMS	3,265	3,231	5,808	5,808	5,808
10-5600-3700	POWELL BILL SERVICES	44,789	0			
10-5600-3800	POWELL BILL-EQUIPMENT	170,744	0			
10-5600-3900	POWELL B/EQUIP OPERATIONS	12,894	0			
10-5600-4500	CONTRACTED SERVICES	281	1,694	3,500	4,321	4,321
10-5600-5400	INSURANCE	14,898	13,380	14,397	14,904	14,904
10-5600-5700	MISCELLANEOUS	207	235	300	300	300
10-5600-5900	HURRICANE IRENE	0	0	0		
10-5600-7400	CAPITAL OUTLAY EQUIPMENT	0	0	0	51,250	51,250
10-5600-7401	SMALL EQUIPMENT	1,113	1,481	1,760	1,700	1,700
10-5600-9200	CONTINGENCY	0	0	1,924	1,937	1,937
10-5600-9400	TRANSFER TO CAP PROJ FUND	0	0			
TOTAL STREET		605,448	391,309	424,471	483,805	483,805

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name; GENERAL FUND

Dept 5800 Name: SANITATION DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5800-0200	REGULAR SALARIES	193,415	214,636	248,222	252,353	252,353
10-5800-0300	TEMPORARY SALARIES	2,017	3,054	3,000	3,000	3,000
10-5800-0500	FICA TAX	14,708	16,281	19,219	19,534	19,534
10-5800-0600	GROUP INSURANCE	47,958	45,635	58,640	74,198	74,198
10-5800-0700	RETIREMENT	12,921	15,160	16,874	18,356	18,356
10-5800-0900	PROFESSIONAL SERVICES	35	175	100	100	100
10-5800-1000	EMPLOYEE TRAINING	70	24	200	200	200
10-5800-1100	TELEPHONE	522	535	450	500	500
10-5800-1400	TRAVEL	0	0	100	100	100
10-5800-1500	REPAIR BLDGS & GROUNDS	0	0	0		
10-5800-1600	REPAIR EQUIPMENT	4,791	6,164	9,000	9,500	9,500
10-5800-2100	EQUIPMENT RENT,LEASE	0	0	100	100	100
10-5800-2600	ADVERTISING	28	65	300	300	300
10-5800-3100	AUTOMOTIVE SUPPLIES	35,785	26,477	30,000	29,000	29,000
10-5800-3300	DEPARTMENT SUPPLIES	1,560	1,815	1,500	1,550	1,550
10-5800-3301	MOSQUITO CONTROL	1,736	1,858	3,500	3,500	3,500
10-5800-3305	MARTIN COUNTY LANDFILL	0	14,442	15,700	11,700	11,700
10-5800-3400	BANK CHARGES	153	153	735	735	735
10-5800-3600	UNIFORMS	5,032	5,187	7,260	7,409	7,409
10-5800-3800	GARBAGE COLLECTION	1,145	742	1,275	1,275	1,275
10-5800-4500	CONTRACT SERVICES	281	2,892	450	2,091	2,091
10-5800-5400	INSURANCE	12,682	19,473	14,768	15,268	15,268
10-5800-5700	MISCELLANEOUS	187	134	300	300	300
10-5800-5900	HURRICANE IRENE	0	0	0		
10-5800-7400	CAPITAL OUTLAY EQUIPMENT	50,859	82,500	26,500		
10-5800-7401	SMALL EQUIPMENT	0	0			
10-5800-9200	CONTINGENCY	0	0	857	836	836
TOTAL SANITATION		385,887	457,403	459,050	451,905	451,905

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 6400 Name: CEMETERY DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-6400-0200	REGULAR SALARIES	55,681	52,911	55,505	57,153	57,153
10-6400-0300	TEMPORARY SALARIES	4,498	4,168	5,000	5,000	5,000
10-6400-0500	FICA TAX	4,532	4,353	4,629	4,755	4,755
10-6400-0600	GROUP INSURANCE	11,756	10,175	11,816	14,671	14,671
10-6400-0700	RETIREMENT	4,184	3,999	4,054	4,461	4,461
10-6400-0900	PROFESSIONAL SERVICES	10	0	100	100	100
10-6400-1100	TELEPHONE	639	753	450	450	450
10-6400-1300	UTILITIES	922	708	600	650	650
10-6400-1500	REPAIR BLDGS & GROUNDS	45	2,709	2,750	2,750	2,750
10-6400-1600	REPAIR EQUIPMENT	729	2,080	1,750	2,000	2,000
10-6400-3100	AUTOMOTIVE SUPPLIES	2,520	1,715	2,500	2,500	2,500
10-6400-3300	DEPARTMENT SUPPLIES	2,198	2,261	2,000	2,000	2,000
10-6400-3400	BANK CHARGES	39	39	216	216	216
10-6400-3500	ROOKS FUND EXPENSE	370	480	500	500	500
10-6400-3600	UNIFORMS	1,181	1,390	1,900	1,900	1,900
10-6400-5400	INSURANCE	3,010	2,863	3,339	3,692	3,692
10-6400-5700	MISCELLANEOUS	113	8	200	200	200
10-6400-5900	HURRICANE IRENE	0	0	0	0	0
10-6400-7200	CAP OUTLAY-LAND & BLDGS	0	300	0	0	0
10-6400-7400	CAPITAL OUTLAY EQUIPMENT	13,795	0	11,886		
10-6400-7401	SMALL EQUIPMENT	1,010	709	780	1,138	1,138
10-6400-9200	CONTINGENCY	0	0	171	181	181
TOTAL CEMETERY		107,231	91,624	110,146	104,317	104,317

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 6500 Name: TOWN GARAGE

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-6500-0200	REGULAR SALARIES	105,153	109,396	110,740	114,081	114,081
10-6500-0500	FICA TAX	6,859	7,257	8,472	8,727	8,727
10-6500-0600	GROUP INSURANCE	17,789	17,074	17,596	22,200	22,200
10-6500-0700	RETIREMENT	7,323	7,617	7,413	8,177	8,177
10-6500-0900	PROFESSIONAL SERVICES	0	0	100	100	100
10-6500-1000	EMPLOYEE TRAINING	0	70	530	530	530
10-6500-1100	TELEPHONE	204	204	275	275	275
10-6500-1300	UTILITIES	1,484	2,953	5,000	3,000	3,000
10-6500-1500	REPAIR BLDGS & GROUNDS	987	1,010	7,200	6,000	6,000
10-6500-1600	REPAIR EQUIPMENT	2,626	944	1,760	1,760	1,760
10-6500-2100	LEASES	0	0	500	500	500
10-6500-3100	AUTOMOTIVE SUPPLIES	1,894	1,204	1,900	1,900	1,900
10-6500-3300	DEPARTMENT SUPPLIES	3,521	2,950	4,700	4,700	4,700
10-6500-3400	BANK CHARGES	76	76	432	432	432
10-6500-3600	UNIFORMS	1,636	1,649	2,860	2,860	2,860
10-6500-3800	GARBAGE COLLECTION	1,129	1,141	1,398	1,457	1,457
10-6500-4500	CONTRACTED SERVICES	371	1,225	925	4,100	4,100
10-6500-5400	INSURANCE	4,238	4,259	4,480	4,643	4,643
10-6500-5700	MISCELLANEOUS	19	32	300	300	300
10-6500-5900	HURRICANE IRENE	0	0		0	0
10-6500-7400	CAPITAL OUTLAY EQUIPMENT	0	0			
10-6500-7401	SMALL EQUIPMENT	956	2,989	9,758	2,100	2,100
10-6500-9200	CONTINGENCY	0	0	421	347	347
TOTAL SHOP		156,266	162,051	186,760	188,189	188,189

**CAPITAL PROJECTS FOR PUBLIC WORKS DEPARTMENT
2017-2021**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Streets								
Bucket Truck	3	\$ 50,000	\$ 51,250	\$ 51,250	\$ -	\$ -	\$ -	
Skewarkee Drainage Watershed Imprvmt - Diversion Ditch	1	\$ 443,000	\$ 477,063	\$ -	\$ 477,063	\$ -	\$ -	
Skewarkee Drainage Watershed Impvmt- Upstream of Brownlow	1	\$ 176,000	\$ 176,000	\$ -	\$ 176,000	\$ -	\$ -	
Sanitation								
Leaf Machines	2	\$ 35,000	\$ 38,633	\$ -	\$ -	\$ -	\$ 38,633	
Cemetery								
Cemetery Mowers	2	\$ 10,769	\$ -	\$ -	\$ -	\$ -	\$ 12,184	
Public Works Building								
Flooring for Building	2	\$ 6,500	\$ 7,175	\$ -	\$ 7,175	\$ -	\$ -	
Public Works Building Roof Repair and Coating	2	\$ 17,500	\$ 18,846	\$ -	\$ 18,846	\$ -	\$ -	
TOTAL EXPENDITURE		\$2,165,769	\$ 768,967	\$ 51,250	\$ 679,084	\$ -	\$ 50,817	\$ -

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 5200 Name: DEBT SERVICE

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5200-0000	DEBT RETIREMENT	-	-			
10-5200-9100	DEBT RETIREMENT RECREATION	-	-			
10-5200-9200	INTEREST	-	-			
10-5200-9300	DEBT RETIREMENT FIRE ENGINE	-	-			
10-5200-9400	INTEREST FIRE ENGINE	-	-			
10-5200-9500	RECREATION PHASE II	150,000	150,000	150,000		
10-5200-9501	DEBT RET -- RIVERLANDING	-	-	5,069		
10-5200-9551	INTEREST -- RIVERLANDING	-	-	1,014		
10-5200-9600	RECREATION PHASE II INTEREST	15,119	9,348	3,610		
10-5200-9700	DEBT RET 2016--- POLICE CAR	-	-	27,430		
10-5200-9701	DEBT RET 2011 -- POLICE CAR	-	-			
10-5200-9702	DEBT RET 2014 -- POLICE CAR	-	-			
10-5200-9703	DEBT RET 2015 -- POLICE CAR	-	-	30,107		
10-5200-9704	DEBT RET 2015 -- PARKS & RE	-	-	5,100		
10-5200-9705	DEBT RET 2015 -- CODE ENFO	-	-	8,075		
10-5200-9706	DEBT RET 2016 --- CHIPPER		-	20,625		
10-5200-9750	INTEREST 2016 - POLICE DEPT	-	-	550		
10-5200-9751	INTEREST 2011 --POLICE CAR	-	-			
10-5200-9752	INTEREST 2014 -- POLICE CAR	-	-			
10-5200-9753	INTEREST 2015 -- POLICE CAR	-	-	2,410		
10-5200-9754	INTEREST 2015 -- PARKS & RE	-	-	400		
10-5200-9755	INTEREST 2015 -- CODE ENFO	-	-	646		
10-5200-9756	INTEREST 2016 --- CHIPPER		-	1,650		
10-5200-9800	DEBT RET 2011 -- -AMBULANCE	55,452	-			
10-5200-9850	INTEREST 2011 -- AMBULANCE	778	-			
10-5200-9900	DEBT RET 2010 -- KNUCKLE B	-	-			
10-5200-9910	DEBT RETIREMENT-FIRE TANK	62,000	62,000	62,000	62,000	62,000
10-5200-9911	INTEREST 2013	4,301	3,371	2,441	1,512	1,512
10-5200-9950	INTEREST 2010 -- KNUCKLE B	-	-			
10-5200-9960	DEBT RETIREMENT-SKINNER	22,614	22,614	22,614	22,614	22,614
10-5200-9970	INTEREST-SKINNER	5,879	5,427	4,975	4,975	4,975
10-5200-9980	DEBT RETIREMENT-ANNEXAT	-			71,969	71,969
TOTAL DEBT SERVICE		316,144	252,760	348,716	163,070	163,070

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 5000 Name: PUBLIC BUILDINGS

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-5000-0200	REGULAR SALARIES	9,605	10,939	11,312	11,649	11,649
10-5000-0500	FICA TAX	710	809	865	891	891
10-5000-0600	GROUP INSURANCE	-	-	-	-	-
10-5000-0700	RETIREMENT	-	-	-	-	-
10-5000-1300	UTILITIES	10,267	10,986	14,000	13,000	13,000
10-5000-1500	REPAIR BLDGS & GROUNDS	17,207	10,320	14,000	28,000	28,000
10-5000-1600	REPAIR EQUIPMENT	4,628	2,689	2,000	2,000	2,000
10-5000-3300	DEPARTMENT SUPPLIES	2,478	1,793	4,000	4,000	4,000
10-5000-3400	BANK CHARGES	42	42	216	216	216
10-5000-3600	UNIFORMS	67	-	100	200	200
10-5000-3800	GARBAGE				1,200	1,200
10-5000-5400	INSURANCE	8,192	6,788	7,431	8,173	8,173
10-5000-5700	MISCELLANEOUS	-		100	100	100
10-5000-5900	HURRICANE IRENE	-	-	-	-	-
10-5000-7200	CAPITAL OUTLAY BUILDINGS	-	-	8,072	-	-
10-5000-7401	SMALL EQUIPMENT	553	-	500	500	500
10-5000-9200	CONTINGENCY	-	-	413	574	574
TOTAL PUBLIC BUILDING		53,749	44,366	63,009	70,503	70,503

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

Dept 6300 Name: CULTURAL DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-6300-1010	MARTIN MEMORIAL LIBRARY	96,051	96,051	96,100	98,100	98,100
10-6300-1016	STAMPEDE FESTIVAL	19,715	7,779	10,000	10,000	10,000
10-6300-1020	CHRISTMAS DECORATIONS	0	0	0	2,000	2,000
10-6300-1030	CHRISTMAS PARADE	2,113	3,690	4,000	4,000	4,000
10-6300-1040	CHRISTMAS TREE LIGHTS	836	0	500	500	500
10-6300-1050	SUSTAINABLE COMMUNITIES	0	0	2,000	1,000	1,000
10-6300-7400	MAINTENANCE--CHRISTMAS	0	537	500	500	500
10-6300-9200	CONTINGENCY	0	0	1,131	1,161	1,161
TOTAL CULTURAL		118,715	108,057	114,231	117,261	117,261

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 10 Name: GENERAL FUND

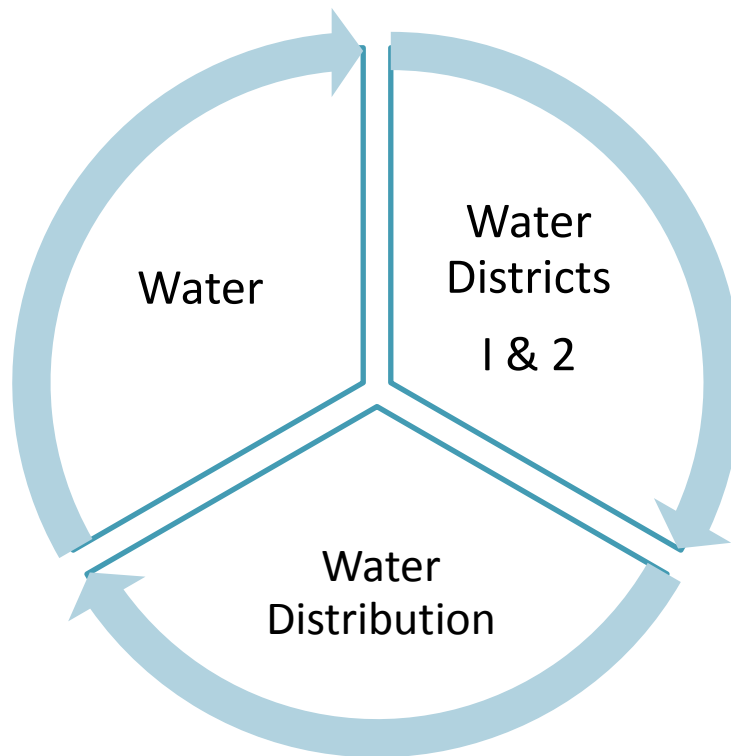
Dept 6600 Name: ECONOMIC & PHYSICAL DEVELOPMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
10-6600-0970	MARTIN CO ARTS COUNCIL	6,000	6,000	6,000	6,000	6,000
10-6600-0990	WILLIAMSTON DOWNTOWN	2,224	3,756	5,000	5,000	5,000
10-6600-0991	WMSTN DOWNTOWN,INC F/	5,000	3,000	6,000	6,000	6,000
10-6600-1000	WILLIAMSTON BEAUTIFICATI	224	4,743	1,500	1,000	1,000
10-6600-1010	AUDOBON SOCIETY/NC STAT	614	500	0	0	0
10-6600-1040	HWY 17 ASSOCIATION	2,500	3,000	3,000	3,000	3,000
10-6600-1050	MID EAST COMMISSION	1,584	1,584	1,600	1,777	1,777
10-6600-1060	N C RURAL ECONOMIC CENTE	0	0	0		
10-6600-5300	INSTITUTE OF GOVERNMENT	603	619	628	650	650
10-6600-5302	MARTIN COUNTY CHAMBER	715	715	750	750	750
10-6600-5303	COMMITTEE OF 100	500	500	500	500	500
10-6600-5304	NCLM	5,553	5,985	6,000	6,200	6,200
10-6600-5305	LOCAL GOVERNMENT COMM	0	0			
10-6600-5400	ROANOKE RIVER PARTNERS	1,500	1,500	1,500	1,500	1,500
10-6600-5410	ROANOKE RIVER BASIN	500	500	500	0	0
10-6600-5420	BOYS & GIRLS CLUB			0	15,000	15,000
10-6600-6601	COMMITTEE OF 1000	1,000	1,000	1,000	1,000	1,000
10-6600-7000	RETIRES FRINGE BENEFITS	153,284	146,620	111,697	157,284	157,284
10-6600-9200	CONTINGENCY	0	0	1,457	2,057	2,057
10-6600-9900	TRNSFR TO CAP PROJECTS FL	49,795	32,315	100,000	0	0
10-6600-9904	TRNSFR TO SOUTHPARK AVE	413,511	0			
TOTAL ECONOMIC & PHYSICAL		645,105	212,338	247,132	207,718	207,718

ENTERPRISE FUND

- WATER
- WATER DISTRICT I
- WATER DISTRICT II
- SEWER

WATER



Mission Statement

“Provide system that will allow for complete and efficient water supply and circulation allowing for growth, better water treatment and quality, as well as fire protection.”

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 30 Name; ENTERPRISE (WATER / SEWER) FUND

Dept 8100 Name: WATER DEPARTMENT

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
30-8100-0100	ADMINISTRATION EXPENSE	184,107	202,209	245,650	340,928	340,928
30-8100-0200	REGULAR SALARIES	177,634	191,592	196,765	203,649	203,649
30-8100-0300	TEMPORARY SALARIES	18,690	15,176	15,000	15,000	15,000
30-8100-0500	FICA TAX	14,655	15,351	16,200	16,727	16,727
30-8100-0600	GROUP INSURANCE	29,885	28,566	30,200	38,153	38,153
30-8100-0601	RETIREE -- FRINGE BENEFITS	35,567	28,182	29,453	28,500	28,500
30-8100-0700	RETIREMENT	13,888	14,424	14,237	15,746	15,746
30-8100-0900	PROFESSIONAL SERVICES	7,791	7,009	25,000	25,000	25,000
30-8100-1000	EMPLOYEE TRAINING	740	4,402	2,500	2,500	2,500
30-8100-1100	TELEPHONE	4,263	4,046	3,600	3,600	3,600
30-8100-1200	POSTAGE	5,290	4,130	5,000	5,000	5,000
30-8100-1300	UTILITIES	58,197	65,359	60,000	60,000	60,000
30-8100-1400	TRAVEL	121	106	300	300	300
30-8100-1500	REPAIR BLDGS & GROUNDS	3,576	620	35,000	35,000	35,000
30-8100-1600	REPAIR EQUIPMENT	12,607	14,086	25,000	25,000	25,000
30-8100-2100	EQUIPMENT RENT,LEASES	0	0	200	200	200
30-8100-2600	ADVERTISING	30	128	500	500	500
30-8100-3100	AUTOMOTIVE SUPPLIES	25,357	20,831	30,000	30,000	30,000
30-8100-3200	OFFICE SUPPLIES	67	0	250	250	250
30-8100-3300	DEPARTMENT SUPPLIES	28,935	34,485	32,000	32,000	32,000
30-8100-3400	BANK ANALYSIS CHARGES	450	450	2,161	2,161	2,161
30-8100-3600	UNIFORMS	3,179	3,608	4,263	4,263	4,263
30-8100-3800	GARBAGE COLLECTION	0	0	0	0	0
30-8100-4500	CONTRACTED SERVICES	63,868	78,716	127,964	129,010	129,010
30-8100-5300	DUES	3,310	3,013	4,500	4,500	4,500
30-8100-5400	INSURANCE	25,025	16,150	17,697	18,863	18,863
30-8100-5700	MISCELLANEOUS	65	21	500	500	500
30-8100-5805	BAD DEBT	5,011	7,635	5,000		
30-8100-5900	HURRICANE IRENE	0	0		0	0
30-8100-7200	CAPITAL OUTLAY - BUILDINGS	0	0		0	0
30-8100-7400	CAPITAL OUTLAY EQUIPMENT	9,245	34,951	65,500	124,830	124,830
30-8100-7401	SMALL EQUIPMENT	40,638	49,579	50,800	45,000	45,000
30-8100-7600	CAPITAL OUTLAY - LINES	0	0	50,000	50,000	50,000
30-8100-7700	REPAIR LINES	9,456	12,209	11,000	20,000	20,000
30-8100-7750	REPAIR/REPLACE FIRE HYDRANTS	6,719	0	12,500	20,000	20,000
30-8100-7800	WA AUTHORITY CR PURCHASE	103,302	63,135	0		
30-8100-8100	PRINCIPAL - ANNEXATION	0	0	0		
30-8100-8110	PRINCIPAL - SCADA	0	62,553	62,563	62,553	62,553
30-8100-8200	WATER SYSTEM ANNEXATION	0	0			
30-8100-8300	BAD DEBTS	0	0			
30-8100-8600	CAPITAL IMPROVEMENT RESERV	0	0	10,000	10,000	10,000
30-8100-9200	CONTINGENCY 3%	0	0	54,544	50,057	50,057
30-8100-9400	TRANSFER TO CAP PROJ FUND	109,357	0	200,000		
30-8100-9450	TRANSFER TO GENERAL FUND PC	0	0			
30-8100-9460	TRANSFER TO GF 2013 LOANS	0	0			
30-8100-9480	TRANSFER TO GENERAL FUND KN	0	0			
30-8100-9500	REG WATER & SEWER AUTHORITY	0	0	1,312,409	1,154,904	1,154,904
30-8100-9501	TRANS TO WA AUTHORITY RES	137,020	212,463			
TOTAL WATER		1,138,047	1,195,187	2,758,256	2,574,694	2,574,694

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 30 Name: ENTERPRISE (WATER / SEWER) FUND

Dept 8110 Name: WATER DISTRICT I

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
30-8110-8900	WATER SERVICE FEES	0	0			
30-8110-9100	DEBT SERVICE	48,025	46,036	48,010	43,182	43,182
TOTAL WATER DISTRICT #1		48,025	46,036	48,010	43,182	43,182

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 30 Name: ENTERPRISE (WATER / SEWER) FUND

Dept 8111 Name: WATER DISTRICT II

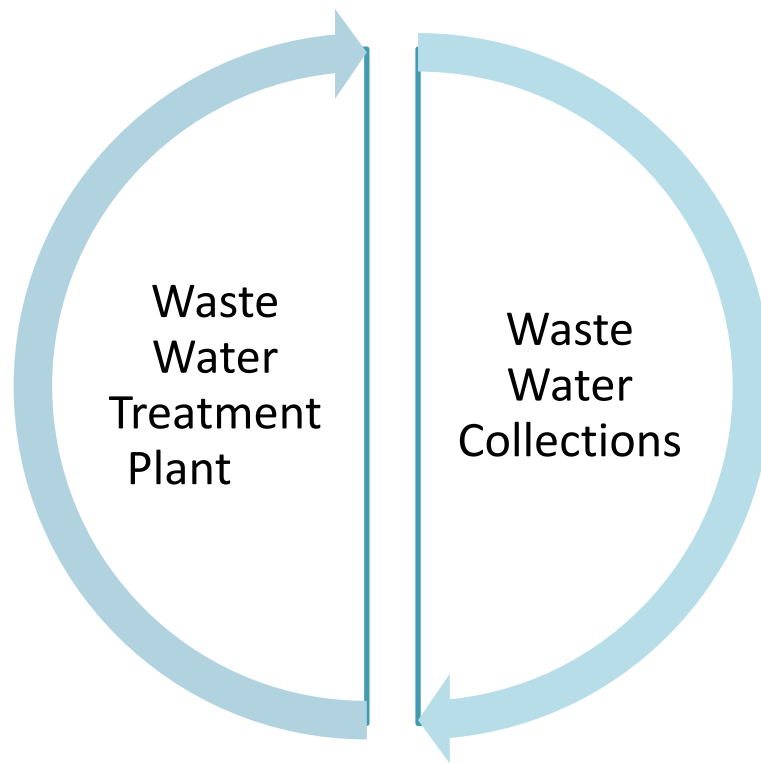
Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
30-8111-8900	WATER SERVICE FEES	29,472	29,472	29,472		
30-8111-9100	DEBT SERVICE	130,955	127,252	130,825	123,279	123,279
TOTAL WATER DISTRICT #II		160,427	156,724	160,297	123,279	123,279

**SUMMARY OF CAPITAL PROJECTS FOR WATER DEPARTMENT
2017-2021**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Water Dept P/U Trucks	2	\$ 32,476	\$ 111,638	\$32,476	\$ -	\$ 38,604	\$ -	\$ 40,558
1 Ton Dump Truck	2	\$ 55,000	\$ 55,000	\$55,000	\$ -	\$ -	\$ -	\$ -
Mobile Lite Collector	2	\$ 10,000	\$ 11,314	\$ -	\$ -	\$ -	\$ 11,314	\$ -
New Primary Water Supply Transmission Main	1	\$1,903,000	\$ 2,049,323	\$ -	\$2,049,323	\$ -	\$ -	\$ -
Water System Trans.Main- Elm Street	2	\$ 612,000	\$ 709,732	\$ -	\$ 709,732	\$ -	\$ -	\$ -
Water System Tran Main- Medical Dr to Main	2	\$ 404,000	\$ 480,229	\$ -	\$ -	\$480,229	\$ -	\$ -
Water System Trans Main - Factory St to Econo Lodge	2	\$ 121,000	\$ -	\$ -	\$ -	\$ -	\$143,831	\$143,831
Water System Fireflow Imprv- Northeast Loop	2	\$ 632,000	\$770,031	\$ -	\$ -	\$ -	\$770,031	\$ -
Water System Fireflow Imprv-US 64 Alt & Park Dr	2	\$ 181,000	\$ 226,044	\$ -	\$ -	\$ -	\$ -	\$226,044
Water System Fireflow Improv- Skinner St	2	\$ 184,000	\$ 208,179	\$ -	\$ 208,179	\$ -	\$ -	\$ -
Water System Fireflow Improv-SMG	2	\$ 58,000	\$ 65,622	\$ -	\$ 65,622	\$ -	\$ -	\$ -
Water System Fireflow Improv-Bob Martin Center	2	\$1,097,000	\$ 1,241,155	\$ -	\$1,241,155	\$ -	\$ -	\$ -

Water Read Handheld	0	\$ 28,000	\$ 31,293	\$ -	\$ -	\$ 15,453	\$ 15,840	\$ -
Back Hoe	2	\$ 95,800	\$ 100,650	\$ -	\$ 100,650	\$ -	\$ -	\$ -
Equipment Shed	2	\$ 30,000	\$ 30,000	\$30,000	\$ -	\$ -	\$ -	\$ -
Trash Pump	2	\$ 7,000	\$ 7,354	\$ 7,354	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$5,450,276	\$ 6,097,564	\$124,830	\$4,374,661	\$534,286	\$941,016	\$410,433

SEWER



TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 30 Name: ENTERPRISE (WATER / SEWER) FUND

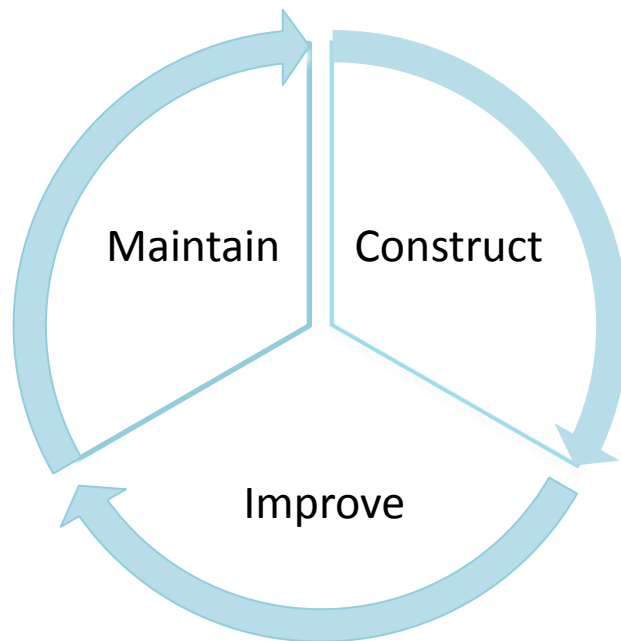
Dept 8200 Name: SEWER DEPARTMENT

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
30-8200-0100	ADMINISTRATION EXPENSE	371,034	387,564	358,781	288,626	288,626
30-8200-0200	REGULAR SALARIES	196,568	225,655	236,947	249,893	249,893
30-8200-0300	TEMPORARY SALARIES	4,827	6,421	7,500	7,500	7,500
30-8200-0500	FICA TAX	15,080	17,567	18,700	19,691	19,691
30-8200-0600	GROUP INSURANCE	41,020	38,854	42,051	52,773	52,773
30-8200-0601	RETIREE -- FRINGE BENEFITS	30,000	20,000	10,000	20,000	20,000
30-8200-0700	RETIREMENT	13,828	16,228	16,428	18,517	18,517
30-8200-0900	PROFESSIONAL SERVICES	9,051	3,513	39,715	39,715	39,715
30-8200-1000	EMPLOYEE TRAINING	859	782	3,500	3,500	3,500
30-8200-1100	TELEPHONE	2,919	3,377	3,000	3,000	3,000
30-8200-1200	POSTAGE	9,617	9,241	6,500	6,500	6,500
30-8200-1300	UTILITIES	89,622	95,960	90,000	90,000	90,000
30-8200-1400	TRAVEL	70	74	300	300	300
30-8200-1500	REPAIR BLDGS & GROUNDS	8,126	805	10,800	10,800	10,800
30-8200-1600	REPAIR EQUIPMENT	26,068	72,001	50,000	65,000	65,000
30-8200-2100	EQUIPMENT RENT, LEASE	0	1,734	7,000	7,000	7,000
30-8200-2600	ADVERTISING	101	243	500	500	500
30-8200-3100	AUTOMOTIVE SUPPLIES	10,753	9,863	13,500	13,500	13,500
30-8200-3200	OFFICE SUPPLIES	0	145	400	500	500
30-8200-3300	DEPARTMENT SUPPLIES	30,678	25,393	35,500	35,500	35,500
30-8200-3302	LAB SUPPLIES	7,040	7,896	7,000	7,000	7,000
30-8200-3400	BANK ANALYSIS CHARGES	801	801	3,566	3,566	3,566
30-8200-3600	UNIFORMS	4,012	4,789	6,952	6,952	6,952
30-8200-3800	GARBAGE COLLECTION	1,204	1,228	1,500	1,500	1,500
30-8200-4500	CONTRACTED SERVICES	44,453	68,666	81,350	81,350	81,350
30-8200-5300	DUES	7,580	8,183	10,000	10,000	10,000
30-8200-5400	INSURANCE	38,130	35,796	38,488	41,932	41,932
30-8200-5700	MISCELLANEOUS	142	1,047	300	300	300
30-8200-5805	BAD DEBT	11,693	17,820	10,000	10,000	10,000
30-8200-5900	HURRICANE IRENE	0	0	0	0	0
30-8200-7200	CAPITAL OUTLAY BUILDINGS	0	0	0	0	0
30-8200-7400	CAPITAL OUTLAY EQUIPMENT	31,940	30,033	82,595	50,000	50,000
30-8200-7401	SMALL EQUIPMENT	1,534	1,408	1,300	10,549	10,549
30-8200-7500	SEWER IMPROVEMENTS-ANNEXATION	0	0	0		
30-8200-7600	CAPITAL OUTLAY LINES	0	0	0		
30-8200-7700	SEWER LINE REPAIRS	1,084	926	25,000	25,000	25,000
30-8200-8100	BOND/LOAN PRINCIPAL	308,275	308,275	308,275	308,275	308,275
30-8200-8110	PRINCIPAL - I & I SEWER REHAB	0	0	54,165	52,066	52,066
30-8200-8200	BOND/LOAN INTEREST	64,121	56,106	48,090	40,076	40,076
30-8200-8300	DISINFECTION SYS LOAN PRINCIPAL	147,551	147,551	147,552	110,664	110,664
30-8200-8400	DISINFECTION SYS LOAN INTEREST	19,413	13,649	7,952	2,170	2,170
30-8200-8500	PRIN & INTEREST ANNEXATION	0	54,164			
30-8200-8600	CAPITAL IMPROVEMENT RESERVE	0	0	10,000	10,000	10,000
30-8200-8700	PRIN - ANNEXATION SEWER				211,515	211,515
30-8200-8750	INTEREST - ANNEXATION SEWER				42,011	42,011
30-8200-9200	CONTINGENCY 3%	0	0	13,385		
30-8200-9400	TRANS TO CAP PROJ FUND	56,153	0	80,000		
30-8200-9450	TRANS TO GF-SKINNER 2012	0	0		42,504	42,504
TOTAL SEWER		1,605,347	1,693,757	1,888,592	2,000,245	2,000,245

**CAPITAL PROJECTS FOR SEWER DEPARTMENT
2017-2021**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Sewer Vac (trailer mounted)		\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Sewer Dept P/U Truck	2	\$ 50,000	\$ 59,452	\$ -	\$ 28,992	\$ -	\$ 30,460	\$ -
Mower	1	\$ 6,000	\$ 6,623	\$ -	\$ 6,623	\$ -	\$ -	\$ -
Enterprise Dump Trucks - 2 1/2 Ton	2	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$5,450,276	\$ 6,097,564	\$ 124,830	\$4,374,661	\$ 534,286	\$941,016	\$ 410,433

POWELL BILL



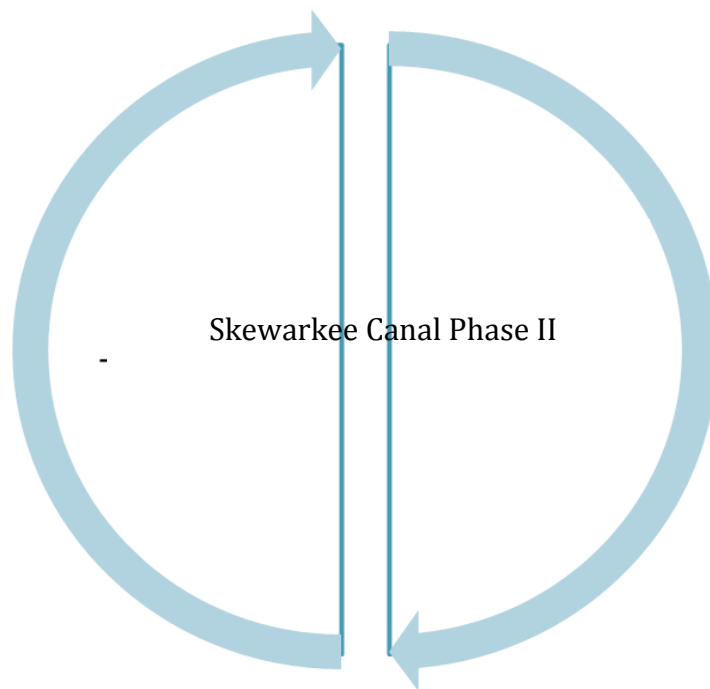
Powell Bill funds are distributed to cities and towns to assist them in maintaining, constructing, reconstructing, repairing and improving streets or public thoroughfares, bikeways, greenways, and sidewalks within their corporate limits (G. S. 136-41.1 through 41.4).

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 15 Name: POWELL BILL FUND

Account Number	Account Descption	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
15-5600-3700	POWELL BILL SERVICES	44,789	68,046	43,000	50,000	50,000
15-5600-3800	POWELL BILL - EQUIPMENT	170,744	77,913	0		
15-5600-4000	STREET - LICENSE PLATE FEE				81,250	81,250
15-5600-9400	POWELL BILL - TRANS TO ANNEX				335,856	335,856
15-5600-3900	POWELL BILL - EQUIPMENT/OPEF	12,894	66,649	120,000		
TOTAL POWELL BILL		228,427	212,608	163,000	467,106	467,106

STORMWATER ENTERPRISE FUND



TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Fund: 25 Name: STORMWATER ENTERPRISE FUND

Account Number	Account Description	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
				-		
25-5200-9100	DEBT PAYMENT			-	39,326	39,326
25-5200-9200	DEBT RESERVE			-	3,934	3,934
25-5200-9400	UNCOLLECTIBLE			-	3,000	3,000
	TOTALS	0	0	0	46,260	46,260

ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2016-2017

Summary of All Funds

DESCRIPTION	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2016/2017 Recommend	2016/2017 Approved
ADMINISTRATION	38,284	55,329	110,286	119,945	119,945
PLANNING	193,092	217,226	592,271	218,978	218,978
PUBLIC BUILDING	53,749	44,366	63,009	70,503	70,503
Police	1,340,624	1,458,300	1,570,924	1,700,257	1,700,257
DEBT SERVICE	316,144	252,760	348,716	163,070	163,070
FIRE	698,754	688,017	635,819	534,795	534,795
RRT	46,712	51,812	97,236	69,000	69,000
RESCUE	601,265	671,947	632,345	773,274	773,274
STREET	605,448	391,309	424,471	483,805	483,805
SANITATION	385,887	457,403	459,050	451,905	451,905
RECREATION	478,965	504,627	915,185	653,739	653,739
CULTURAL	118,715	108,057	114,231	117,261	117,261
CEMETERY	107,231	91,624	110,146	104,317	104,317
SHOP	156,266	162,051	186,760	188,189	188,189
ECONOMIC & PHYSICAL	645,105	212,338	247,132	207,718	207,718
General Fund Total	5,786,241	5,367,167	6,507,583	5,856,756	5,856,756
WATER	1,138,047	1,195,187	2,758,256	2,574,694	2,574,694
WATER DISTRICT #1	48,025	46,036	48,010	43,182	43,182
WATER DISTRICT #II	160,427	156,724	160,297	123,279	123,279
SEWER	1,605,347	1,693,757	1,888,592	2,000,245	2,000,245
Enterprise Fund Total	2,951,846	3,091,704	4,855,155	4,741,400	4,741,400
POWELL BILL	228,427	212,608	163,000	467,106	467,106
Powell Bill Fund Total	228,427	212,608	163,000	467,106	467,106
Stormwater Fund	0	0	0	46,260	46,260
Grand Total - All Funds	8,966,515	8,671,479	11,525,738	11,111,522	11,111,522

NOTICE OF PUBLIC HEARING FOR ADOPTION OF BUDGET

TOWN OF WILLIAMSTON NOTICE OF PUBLIC HEARINGS

The proposed budget for the town of Williamston for fiscal year 2016-2017 has been filed with the Board of Commissioners. The public hearing on the proposed budget will be held on the 6th of June, 2016 at 5:30 pm in the Assembly Room at the Town Hall. The proposed budget for General, Water Sewer Enterprise and Stormwater Enterprise Funds totals \$11,111,522 for FY 2016-2017, and begins July 1, 2016. It is available for public inspection in the office of the Town Clerk during regular business hours.

The public hearing on the proposed establishment of a Stormwater Management Utility and a Stormwater Enterprise Fund will be held on the 6th of June, 2016 at 5:30 pm in the Assembly Room at the Town Hall. The purpose of the Stormwater Utility is for stormwater management programs and provides for the management, protection, control, regulation, use and enhancement of stormwater and drainage systems owned by the Town. The Stormwater Enterprise Fund is a dedicated fund designed to protect all funding applicable to the purposes and responsibilities of the stormwater management utility, including but not limited to rents, rates, fees, charges and penalties as may be established, transferred or allocated to the stormwater management utility.



ORDINANCE 2016-87
TOWN OF WILLIAMSTON
FY 2016-2017 BUDGET ORDINANCE

BE IT ORDAINED by the Governing Board of the Town of Williamston, North Carolina:

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this Town:

Administration	\$ 119,945
Planning	218,978
Public Buildings	70,503
Police Department	1,700,257
Fire Department	534,795
Rescue/EMS Department	773,274
RRT Department	69,000
Street Department	483,805
Sanitation Department	451,905
Recreation Department	653,739
Cemetery	104,317
Garage	188,189
Cultural	117,261
Debt Retirement	163,070
Economic & Physical Development	<u>207,718</u>
	\$ 5,856,756

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Taxes and Licenses:

Current Year's Property Taxes	\$ 2,550,000
Other Advalorem Tax Revenue	648,030
Local Option Sales Tax	777,000
Hold Harmless Reimbursements	260,000
Payment in Lieu of Taxes	2,000
Other Taxes and Licenses	481,060

User Charges and Fees:

Recreation Activities	24,900
Cemetery Sales and Fees	60,000
EMS Service Charges	470,000
EMS Medicaid	30,000
Other Charges and Fees	13,700

Intergovernmental Payments:	
Total Government and Local Grants	278,023
Other Income:	
Investment Earnings	231,773
Miscellaneous	30,270
Fund Balance Appropriated:	
Future Economic Development	-0-
Undesignated Funds	<u>-0-</u>
	\$ 5,856,756

Section 3. The following amounts are hereby appropriated in the Enterprise Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore approved for the Town:

Water Operations	\$ 2,327,254
Sewer Operations	1,130,964
Capital Outlay	174,830
Debt Retirement	995,791
Reserve	20,000
Loans	-0-
Transfer from Other Funds	-0-
Contingencies	<u>92,561</u>
	\$ 4,741,400

Section 4. It is estimated that the following revenues will be available in the Enterprise Fund for the fiscal year beginning July 1, 2016, and ending on June 30, 2017:

Water Charges	\$2,960,000
Sewer Charges	1,732,000
Interest on Investments	5,000
Other Charges and Fees	41,900
Miscellaneous	2,500
Transfer from General Fund	-0-
Undesignated Fund Balance	<u>-0-</u>
	\$ 4,741,400

Section 5. It is estimated that the following expense will be available in the Storm Water Fund for the fiscal year beginning July 1, 2016, and ending on June 30, 2017:

Debt Service Payment	<u>\$46,260</u>
	\$ 46,260

Section 6. It is estimated that the following revenue will be available in the Storm Water Fund for the fiscal year beginning July 1, 2016, and ending on June 30, 2017:

Storm Water Fees	<u>\$46,260</u>
	\$ 46,260

Section 7. It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2016, and ending on June 30, 2017:

License Plate Tax	\$81,250
Powell Bill Funds	220,856
Powell Bill Revenue	<u>165,000</u>
	\$467,106

Section 8. It is estimated that the following expenses will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2016, and ending on June 30, 2017:

Street - License Plate	\$81,250
Powell Bill Operation/Street	<u>385,856</u>
	\$467,106

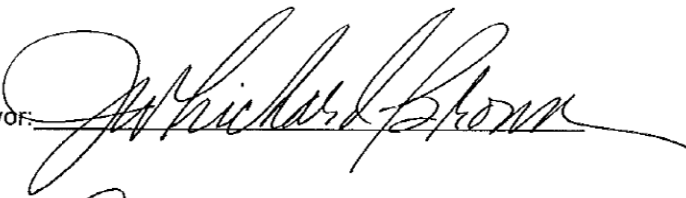
Section 9. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a department without limitation and without a report being required.
- b. The Budget Officer shall be authorized to re-allocate departmental appropriations among the various objects of expenditures as he believes necessary provided such transfers shall be reported to the Board of Commissioners at its next regular meeting and shall be entered into the minutes.
- c. He may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

Section 10. The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.

Section 11. Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer to be kept on file by them for their discretion in the disbursement of funds.

Adopted this 16th day of June, 2016

Mayor: 

Clerk: 