



# 2021-2022 TOWN OF WILLIAMSTON BUDGET



**Annual Budget  
Town of Williamston  
North Carolina  
Fiscal Year Beginning  
July 1, 2021**

Recommended to the Town Board by the Town Administrator .....April 12, 2021  
Adopted by the Town Board..... April 26, 2021

**TOWN BOARD OF COMMISSIONERS**

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

**Staff**

**Christina Craft, Interim Town Administrator  
Watsi M. Sutton, Town Attorney  
Linda Harrison, Finance Director  
Cameron Braddy, Town Planner and Zoning Administrator  
Travis Cowan, Police Chief  
Michael Peaks, Fire Chief  
Kerry Spivey, Public Works Director  
Allen Overby, Parks and Recreation Director  
Jessica Godard, Town Clerk/Executive Assistant**

# TABLE OF CONTENTS

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<b>BUDGET MESSAGE</b>	5
<b>MISSION STATEMENT</b>	9
<b>INTRODUCTION</b>	11

## **REVENUES AND EXPENDITURES**

Summary of Revenues and Expenditures	18
Budgeted Revenues- General Fund	19
Budgeted Revenues- Powell Bill Fund	21
Budgeted Revenues- Storm Water Fund	21
Budgeted Revenues- Enterprise Fund	22
Summary of Proposed Expenditures	23

## **CAPITAL IMPROVEMENTS**

Description of Capital Improvement Planning Process	27
Summary of Capital Improvements Plan 2022-2026	33
2021-2022 Budgeted Capital Improvements	34

<b>SMALL EQUIPMENT REQUESTS – General Fund and Enterprise Fund</b>	37
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## **GENERAL FUND**

### **ADMINISTRATION**

Mission Statement	41
Budgeted Expenditures 2021-2022	42
Summary of Capital Projects 2022-2026	43

### **PLANNING AND DEVELOPMENT**

Mission Statement	44
Budgeted Expenditures 2021-2022	45
Summary of Capital Projects 2022-2026	46

### **POLICE**

Mission Statement	47
Budgeted Expenditures 2021-2022	48
Summary of Capital Projects 2022-2026	49

### **FIRE/RESCUE/RRT**

Mission Statement	50
Budgeted Expenditures for Fire Department 2021-2022	51
Budgeted Expenditures for Rescue Department 2021-2022	52
Budgeted Expenditures for RRT 2021-2022	53
Summary of Capital Projects 2022-2026	54

**RECREATION**

Mission Statement _____	55
Budgeted Expenditures 2021-2022 _____	56
Summary of Capital Projects 2022-2026 _____	57

**PUBLIC WORKS**

Mission Statements _____	58
Budgeted Expenditures – Streets 2021-2022 _____	59
Budgeted Expenditures – Sanitation 2021-2022 _____	60
Budgeted Expenditures – Cemetery 2021-2022 _____	61
Budgeted Expenditures – Garage 2021-2022 _____	62
Summary of Capital Projects 2022-2026 _____	63

**DEBT SERVICE**

Budgeted Expenditures 2021-2022 _____	64
---------------------------------------	----

**PUBLIC BUILDINGS**

Budgeted Expenditures 2021-2022 _____	65
---------------------------------------	----

**CULTURAL**

Budgeted Expenditures 2021-2022 _____	66
---------------------------------------	----

**ECONOMIC AND PHYSICAL DEVELOPMENT**

Budgeted Expenditures 2021-2022 _____	67
---------------------------------------	----

---

**ENTERPRISE FUND****WATER FUND**

Mission Statement _____	69
Budgeted Expenditures – Water 2021-2022 _____	70
Budgeted Expenditures – Water District I 2021-2022 _____	71
Budgeted Expenditures – Water District II 2021-2022 _____	72
Summary of Capital Projects 2022-2026 _____	73

**SEWER FUND**

Mission Statement _____	74
Budgeted Expenditures 2021-2022 _____	75
Summary of Capital Projects 2022-2026 _____	76

**POWELL BILL FUND**

Budgeted Expenditures 2021-2022 _____	78
---------------------------------------	----

**STORM WATER FUND**

Budgeted Expenditures 2021-2022 _____	80
---------------------------------------	----

---

<b>SUMMARY OF ALL FUNDS</b> _____	81
-----------------------------------	----

<b>NOTICE OF PUBLIC HEARING</b> _____	82
---------------------------------------	----

<b>BUDGET ORDINANCE</b> _____	83
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April 26, 2021

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

Dear Mayor and Commissioners:

It is with much respect and appreciation that, on behalf of the staff of the Town of Williamston, I offer the Fiscal Year 2021 - 2022 Annual Operating Budget. It is prepared in response to the goals established during the Annual Board Retreat and in direct response to the needs of our community.

The current state and national economy make it difficult for small communities like Williamston to flourish. With many urban areas booming, it is hard to convince State Legislators of the revenue needs of small towns. As it has in the past several years, the economy continues to be a dominant factor in preparing this budget. With that in mind, I am confident that this proposed budget will allow the Town to remain fiscally conservative in our ongoing efforts to keep our expenditures in check. This stretching of every dollar received continues to put strain on our ability to perform the essential functions of the Town. Our staff continues to provide those services with great passion and keen interest as they continue to find ways to maximize every dollar spent to accomplish the goals set out by them and the Board.

This year's combined budget for all funds totals \$10,967,970

General Fund	\$6,365,104
Water and Sewer Fund	\$4,295,616
Powell Bill	\$ 252,250
Storm Water	\$ 55,000

This reflects approximately \$54,000 increase in General Fund and \$124,000 increase in Water and Sewer fund. The Powell Bill Budget will be saved for at least one year, allowing for larger paving projects across Town.

This budget includes:

- A 2 % COLA (Cost of Living Adjustment)
- A ½ % merit increase given at the Department Heads discretion.
- Medical Insurance premiums increased by 19%
  - Current deductible \$5,500 with the Town reimbursing HSA so that the employee only pays \$2,250
- Local Government Employee Retirement contributions increased by 1.2%





- Funding for all debt services
- Purchase of 2 police vehicles
- Purchase of necessary equipment for all departments
- Operation expenses to continue services to citizens at the current level

In this Fiscal year's budget, we continue to follow a practice initiated in Fiscal 2014 and maintained in Fiscal 2015-2019 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 in 2014 and again in 2017, the Board determined that it is important to assure financial security for the town and the ability to pay those future benefits. At the end of Fiscal 2019, \$700,000 was moved in a trust fund for the sole purpose of paying future OPEB liability. Proactive efforts made to continue funding this future cost include \$100,000 was moved into the trust fund in the 2020 and will hopefully move another \$100,000 in the current budget year. We continue to pay OPEB for current retirees (approximately \$115,000) out of our annual operating budget.

For the Fiscal 2021 budget, the property tax rate will not increase remaining at 89-cents per \$100 valuation. We budgeted property tax revenue of \$ 2,708,507. Town staff will continue to work on achieving a satisfactory collection rate and promoting economic growth to maintain a stable tax revenue picture for our residents.

In the upcoming budget, the town is not using any of its fund balances to cover operating costs. This is worthy of note as so many rural entities have used and continue to use fund balance to balance their budget. Our goal is to increase our fund balance by \$50K in 2021/2022 budget. The Local Government Commission (LGC) expects municipalities to carry a fund balance to cover 6 months of expenditures in case of unexpected emergencies and Williamston has met the LGC requirements. Although this is above the LGC minimum, the contracted auditor recommends sustaining 8 to 9 months as most collections are not realized until after the first quarter of any given year. What COVID has taught us is to be very cost conscience as money is scarce. COVID only affected the last quarter revenues of the current year and may have a greater impact on the upcoming year.

As of the end of the 2020 Fiscal year, our fund balance in the General Fund was 67.55% of our annual expenditures which is equivalent to 8 months. The fund balance amount has reduced in the current year as the Board committed \$800,000 of the General Fund Balance for the Police Department Relocation and Fire Department Renovation Projects. This combined with our plans to use Fund Balance (General



Fund) in future budgets to help pay for park improvements highlights the need to protect and build Fund Balance every year. In other words, our financial position is strong, but an area that we can continue to build upon as we prepare for the future.

Along with the Fiscal 2022 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 Enterprise Fund, as was the case in the Fiscal 2016-2021 Budgets, due to the constraints of the Central Plains Coastal Capacity Use regulations, the Town is required to purchase 100% of its annual water usage from the Martin County Rural Water and Sewer Authority (MCRWASA) at a cost of \$1,170,733.

Our Water customers will not see an increase in their usage fees. I am confident to state in this proposed budget, we remain fiscally conservative trying to keep our expenditures in check. We do this in effort to prevent the need for 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. The rates Williamston customers will pay for water and sewer are:

<u>In-Town Rates</u>		<u>Out of Town Rates</u>	
Water	\$18.65	monthly fixed fee	\$ 27.00
	\$ 9.50	per thousand gallons	\$ 11.50
Sewer	\$ 23.00	monthly fixed fee	\$ 46.00
	\$ 6.00	per thousand gallons	\$ 12.00

The Storm Water Utility Fund was created in the 2017 budget year. 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. It will be financed via a USDA loan and paid back over a 40-year period. The Storm Water revenues appear to be adequate to satisfy the debt payments annually with receipts of \$57,042 in 2017, \$57,038 in 2018, \$57,184 in 2019 and \$52,001 in 2020.





The 2021-2022 budgeted revenue for Storm Water is \$55,000.

The monthly storm water fees are:

\$1.35	Residential Properties
\$3.85	Small Commercial Properties
\$3.60	Large Commercial Properties
\$2.35	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.

Copies of this ordinance and the attached budget shall be maintained in the office of the Town Clerk of the Town of Williamston, and shall be made available for public inspection.

The budget presented is a balanced departmental budget. I respectfully present this budget on behalf of our united Town of Williamston staff!

Sincerely,

Christina Craft  
Interim Town Administrator



## **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.

# **MISSION STATEMENT FOR THE TOWN OF WILLIAMSTON**

# **INTRODUCTION TO THE TOWN OF WILLIAMSTON 2021-2022 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 unmatured 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 30<sup>th</sup>, 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 1<sup>st</sup>, 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 four different funds, the General Fund, the Enterprise Fund, the Powell Bill Fund and the Storm Water 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
<b>REVENUES</b>			
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			
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENSES</b>			
Personnel Services			
Operating Expenses			
Administration			
Capital Outlay			
Debt Retirement			
Contingencies			
Transfers to Other Funds			
Capital Improvement Reserve			
Future Economic Development			
<b>TOTAL EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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.

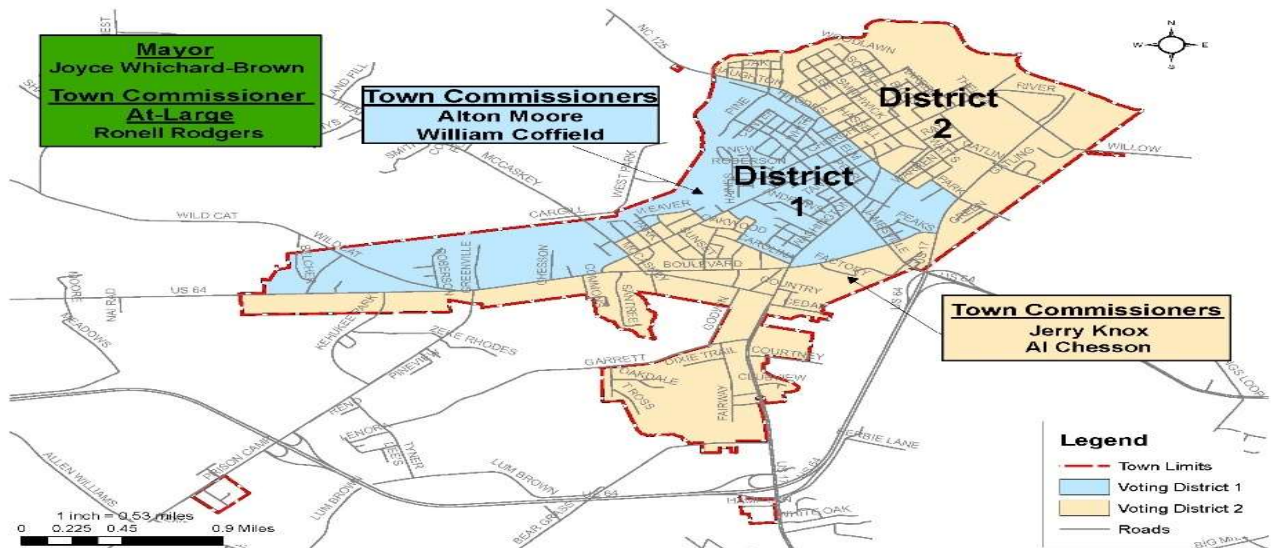
The Town was chartered on October 18, 1779. Williamston, with a population of 5,511, contains approximately one-fourth of the county population and serves as the county seat.

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 2021-26 are as follows:

Commissioner Jerry Knox.....	Fire Department
Commissioner Alton Moore .....	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

## Town of Williamston Voting Districts

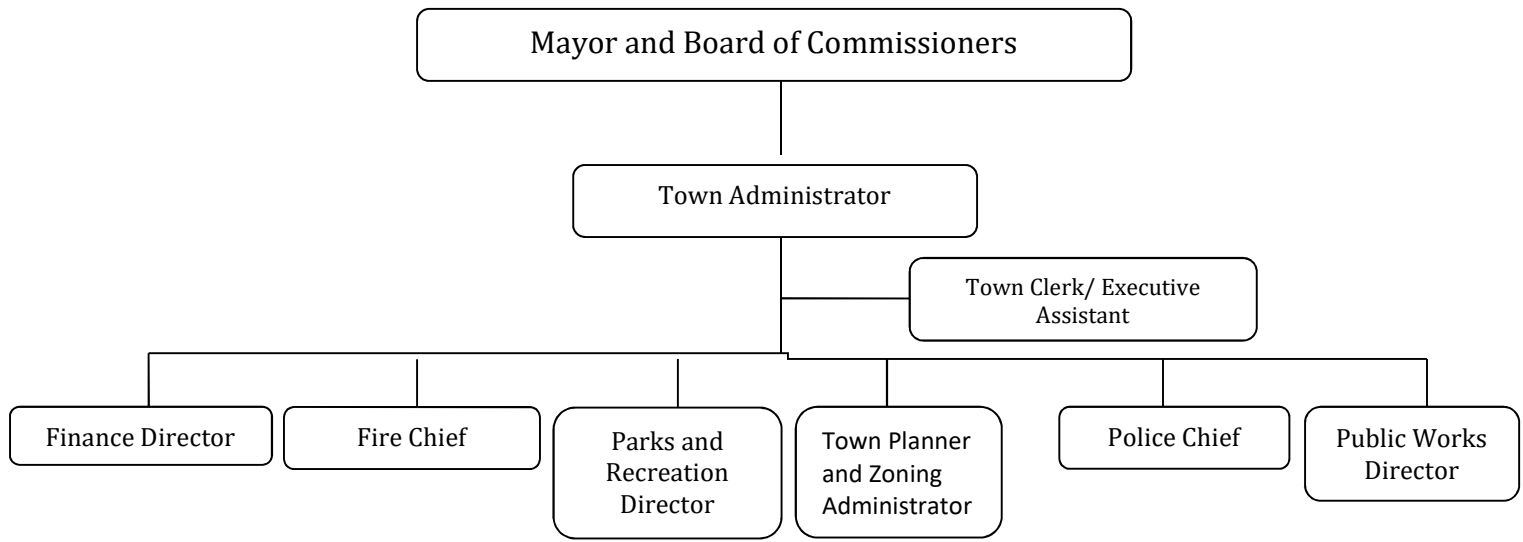


The Town Board of Commissioners set policies, enact ordinances and appoints the Town Administrator and department heads. The Town Administrator administers the daily operations and programs of the Town through the department heads, other staff members and employees. The Town provides a full range of 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 REVENUES AND EXPENDITURES
- BUDGETED REVENUE
- SUMMARY OF PROPOSED EXPENDITURES
- BREAKDOWN OF EXPENDITURES

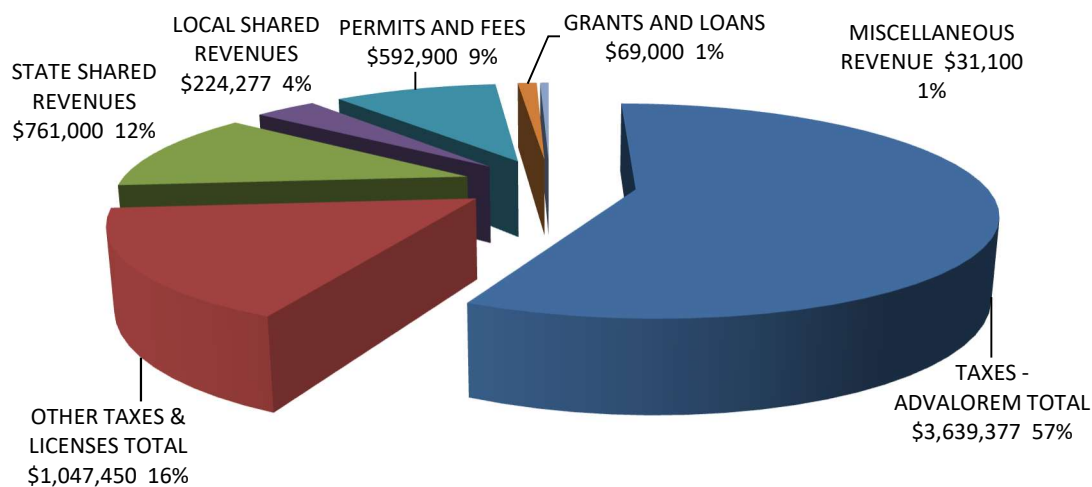
# SUMMARY OF REVENUE AND EXPENDITURES

	General Fund	Enterprise Fund	Powell Bill	Storm Water	TOTAL
<b>REVENUES</b>					
Taxes:					
Property Taxes	3,639,377				3,639,377
Local Option Sales Taxes	1,020,000				1,020,000
Powell Bill Funds			252,250		252,250
Hold Harmless Funds	332,000				332,000
Payments in Lieu of Taxes	8,000				8,000
Other Taxes & Licenses	451,450				451,450
User Charges & Fees:					
Water Services		2,453,000			2,453,000
Sewer Services		1,571,000			1,571,000
Recreation Fees	22,900				22,900
Cable Television	0				0
Cemetery Lot Sales	65,000				65,000
Other Charges & Fees	23,000	56,000			79,000
EMS Charges	425,000				425,000
EMS Medicaid	75,000				75,000
Storm Water				55,000	55,000
Other Revenues:					
Government & Local Grants	272,277				272,277
Retained Earnings	0				0
Interest on Investments	2,000	6,000		0	8,000
Construction Loan Proceeds	0			0	0
Miscellaneous	29,100	1,500			30,600
Transfers from Other Funds		22,614			22,614
Fund Balance Appropriated:					0
Future Economic Reserve	0				0
Powell Bill			0		0
Undesignated	0	0			0
Loan - Blue Frog		185,502			
<b>TOTAL REVENUES</b>	<b>6,365,104</b>	<b>4,295,616</b>	<b>252,250</b>	<b>55,000</b>	<b>10,967,970</b>
<b>EXPENSES</b>					
Personnel Services	4,940,768	754,417	0	0	5,695,185
Operating Expenses	1,632,273	1,863,430	252,250	0	3,747,953
Administration	(689,576)	689,576	0	0	0
Capital Outlay	124,356	473,137	0	0	597,493
Debt Retirement	357,283	515,056	0	55,000	927,339
Contingencies	0	0	0	0	0
Transfers to Other Funds	0	0	0	0	0
Capital Improvement Reserve	0	0	0	0	0
<b>TOTAL EXPENSES</b>	<b>6,365,104</b>	<b>4,295,616</b>	<b>252,250</b>	<b>55,000</b>	<b>10,967,970</b>

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE – REVENUES**  
**FISCAL YEAR: 2021-2022**  
**FUND: 10 NAME: GENERAL FUND**

Account Number	Account Description	Actual 2018-2019	Actual 2019-2020	Budget 2020-2021	Recommended Budget 2021-2022	APPROVED 2021-2022
10-3100-3110	CURRENT YEAR TAX	\$ 2,441,568	\$ 2,415,000	\$ 2,737,565	\$ 2,708,507	\$ 2,708,507
10-3100-3112	VEHICLE TAXES	\$ 422	\$ 100	\$ 300	\$ 200	\$ 200
10-3100-3114	VEHICLE TAXES - New	\$ 262,459	\$ 250,000	\$ 250,000	\$ 305,000	\$ 305,000
10-3100-3115	PRIOR YEAR TAX	\$ 132,419	\$ 105,000	\$ 125,000	\$ 322,000	\$ 322,000
10-3100-3116	MISC PROPERTY TAX REV IN W/O YEAR	\$ 782	\$ -	\$ 1,500	\$ 2,000	\$ 2,000
10-3100-3117	GAP - TAXES	\$ 2,600	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500
10-3100-3120	FIRE DISTRICT FUNDS	\$ 258,151	\$ 263,000	\$ 258,000	\$ 260,000	\$ 260,000
10-3100-3161	AMOUNTS REFUNDING - OLD VEH	\$ (307)	\$ -	\$ -		
10-3100-3165	AMOUNTS REFUNDING - NEW VEH	\$ (1,526)	\$ (2,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)
10-3100-3170	PENALTIES AND INTEREST	\$ 50,156	\$ 30,000	\$ 40,000	\$ 50,000	\$ 50,000
10-3100-3171	PENALTIES AND INTEREST - OLD	\$ 321	\$ 100	\$ 200	\$ 200	\$ 200
10-3100-3175	INTEREST - VEHICLE TAXES - NEW	\$ 2,128	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
10-3100-3191	MARTIN CO TAX COMMISSION - OLD	\$ (77)	\$ (30)	\$ (30)	\$ (30)	\$ (30)
10-3100-3195	MARTIN CO TAX COMMISSION - NEW	\$ (11,674)	\$ (10,000)	\$ (11,000)	\$ (11,000)	\$ (11,000)
<b>TAXES - ADVALOREM TOTAL</b>		<b>\$ 3,137,422</b>	<b>\$ 3,054,170</b>	<b>\$ 3,404,035</b>	<b>\$ 3,639,377</b>	<b>\$ 3,639,377</b>
10-3200-3230	LOCAL OPTION SALES TAX	\$ 838,805	\$ 855,000	\$ 890,000	\$ 1,020,000	\$ 1,020,000
10-3200-3250	TAXI LICENSES	\$ 15	\$ 50	\$ 50	\$ 50	\$ 50
10-3200-3255	GROSS REC TAX - ST RENTAL	\$ 10,367	\$ 10,000	\$ 10,000	\$ 9,500	\$ 9,500
10-3200-3270	BEER & WINE TAX	\$ 360	\$ 300	\$ 300	\$ 300	\$ 300
10-3200-3280	AUTO LICENSES	\$ 365	\$ 100	\$ 100	\$ 100	\$ 100
10-3200-3285	AUTO LICENSES - NEW	\$ 19,181	\$ 17,000	\$ 17,000	\$ 17,500	\$ 17,500
<b>OTHER TAXES &amp; LICENSES TOTAL</b>		<b>\$ 869,093</b>	<b>\$ 882,450</b>	<b>\$ 917,450</b>	<b>\$ 1,047,450</b>	<b>\$ 1,047,450</b>
10-3300-3322	BEER AND WINE TAX	\$ 23,255	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
10-3300-3324	UTILITY FRANCHISE TAX	\$ 322,007	\$ 327,455	\$ 325,000	\$ 320,000	\$ 320,000
10-3300-3325	TELECOMMUNICATIONS SALES TAX	\$ 62,910	\$ 64,811	\$ 58,000	\$ 43,000	\$ 43,000
10-3300-3326	VIDEO FRANCHISE FEE	\$ 35,916	\$ 39,789	\$ 36,000	\$ 34,000	\$ 34,000
10-3300-3327	PIPED NATURAL GAS SALES TAX	\$ 3,017	\$ 2,415	\$ 2,000	\$ 2,000	\$ 2,000
10-3300-3328	CONTROL SUBS & FED FORFEITED TAX	\$ 46,939	\$ -	\$ 10,000	\$ 5,000	\$ 5,000
10-3300-3330	HOLD HARMLESS REIMBURSEMENTS	\$ 283,844	\$ 295,000	\$ 300,000	\$ 332,000	\$ 332,000
10-3300-3352	CARES CCRF COUNTY/NC		\$	\$ 145,223		
10-3300-3355	RRT - STATE FEMA	7500.57		0		
10-3300-3375	CDBG STATE RURAL DEMO INFRASTR GRANT		\$	\$ 39,269		
10-3300-3383	BULLETPROOF VEST GRANT CFDA#16.	4,910	\$	-		
10-3300-3397	BODY CAMERA GRANT - PD			0		
<b>STATE SHARED REVENUES</b>		<b>\$ 790,298</b>	<b>\$ 754,470</b>	<b>\$ 940,492</b>	<b>\$ 761,000</b>	<b>\$ 761,000</b>
10-3400-3412	HOMELAND SEC #97.067 CFDA					
10-3400-3413	HOMELAND SEC #97.067 CFDA TRUCK					
10-3400-3441	PAYMENTS IN LIEU OF TAXES	\$ 4,097	\$ 4,000	\$ 4,000	\$ 8,000	\$ 8,000
10-3400-3442	ABC DISTRIBUTION	\$ 18,559	\$ 22,500	\$ 20,000	\$ 20,000	\$ 20,000
10-3400-3443	RESCUE SQUAD-MARTIN CNTY	\$ 167,000	\$ 185,420	\$ 182,560	\$ 163,600	\$ 163,600
10-3400-3444	RECREATION-MARTIN COUNTY	\$ 9,677	\$ 9,677	\$ 9,677	\$ 9,677	\$ 9,677
10-3400-3445	COURT FEES	\$ 625	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000
10-3400-3481	NC DHHS SMOKE ALARM GRANT NCAS #61216		\$	-		
10-3400-3489	SOLID WASTE DISPOSAL TAX	\$ 3,999	\$	\$ 4,000	\$ 4,000	\$ 4,000
10-3400-3491	ON BEHALF OF PAYMENT F/R	\$ 17,924	\$	\$ 18,000	\$ 18,000	\$ 18,000
10-3400-3493	NCLM / NC SAFETY GRANT	\$	\$ 3,128	-		
<b>LOCAL SHARED REVENUES</b>		<b>\$ 221,880</b>	<b>\$ 226,225</b>	<b>\$ 239,237</b>	<b>\$ 224,277</b>	<b>\$ 224,277</b>

Account Number	Account Description	Actual 2018-2019	Actual 2019/2020	Budget 2020-2021	Recommended Budget 2022-2022	Recommended Budget 2021-2022
10-3500-3510	EMS COLLECTIONS	\$ 466,336	\$ 474,000	\$ 500,000	\$ 425,000	\$ 425,000
10-3500-3511	EMS - MEDICAID	\$ 76,941	\$ 66,000	\$ 70,000	\$ 75,000	\$ 75,000
10-3500-3512	MEDICAID - PAYBACK	\$ (47,204)	\$ -	\$ -		
10-3500-3515	RECREATION-RENTS	\$ 2,540	\$ 3,900	\$ 3,000	\$ 3,000	\$ 3,000
10-3500-3516	MISC RECREATION DONATION	\$ 19,573	\$ -	\$ -		
10-3500-3518	REC/PROGRAMS	\$ 9,680	\$ 9,900	\$ 9,900	\$ 9,900	\$ 9,900
10-3500-3519	REC/MEMBERSHIPS	\$ 5,433	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
10-3500-3520	REC/OTHER	\$ 5,336	\$ 5,050	\$ 5,500	\$ 5,500	\$ 5,500
10-3500-3521	CEMETERY	\$ 64,875	\$ 55,000	\$ 55,000	\$ 65,000	\$ 65,000
10-3500-3530	ZONING	\$ 2,315	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500
10-3500-3535	POLICE DEPT - BULLET PROOF VEST	\$ 1,569	\$ -	\$ 2,000	\$ 1,500	\$ 1,500
10-3500-3540	STREET,DRIVEWAYS,CLEAN LOTS	\$ 725	\$ -	\$ -	\$ -	\$ -
10-3500-3545	STREET SWEEPER CONTRACT		\$ -	\$ -	\$ -	\$ -
<b>PERMITS AND FEES</b>		<b>\$ 608,120</b>	<b>\$ 621,350</b>	<b>\$ 652,900</b>	<b>\$ 592,900</b>	<b>\$ 592,900</b>
10-3300-3390	HAZMAT - RRT1	\$ 61,667	\$ 69,000	\$ 69,000	\$ 69,000	\$ 69,000
<b>GRANTS AND LOANS</b>		<b>\$ 61,667</b>	<b>\$ 69,000</b>	<b>\$ 69,000</b>	<b>\$ 69,000</b>	<b>\$ 69,000</b>
10-3600-3610	INVESTMENT EARNINGS	\$ 88,233	\$ 77,000	\$ 75,000	\$ 2,000	\$ 2,000
10-3600-3612	INVEST EARNING/POWELL BIL					
10-3600-3615	SALES OF FIXED ASSETS	\$ 6,700	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000
10-3600-3616	SALES OF SUBSTANDARD LOTS	\$ -	\$ -	\$ -		
10-3600-3620	ROOKS TRUST FUND	\$ 5,648	\$ 5,000	\$ 6,000	\$ 7,000	\$ 7,000
10-3600-3625	CASH OVER & SHORT	\$ (153)	\$ (100)	\$ -		
10-3600-3630	RETURNED CHECKS	\$ 75	\$ 100	\$ 100	\$ 100	\$ 100
10-3600-3635	INSURANCE CLAIMS	\$ 20,520	\$ 64,858	\$ 5,000	\$ 5,000	\$ 5,000
10-3600-3640	FIRE INSPECTION APPLICATION FEE	\$ 854	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
10-3600-3645	FIRE CODE PERMIT	\$ 850	\$ 500	\$ 500	\$ 500	\$ 500
10-3600-3651	VENDING MACHINE-REC	\$ -	\$ 100	\$ -		
10-3600-3660	MISCELLANEOUS REVENUE	\$ 3,366	\$ 1,000	\$ 1,000	\$ 500	\$ 500
10-3600-3662	MISC REIMBURSEMENT FUNDS		\$ -	\$ -		
10-3600-3663	INSTALLMENT PURCHASE PROCEEDS	\$ 163,451	\$ 90,834	\$ 96,920		
10-3600-5200	COPIES,MISC SUPPLIES,FAX	\$ 2	\$ -	\$ -	\$ -	\$ -
<b>MISCELLANEOUS REVENUE</b>		<b>\$ 289,545</b>	<b>\$ 250,292</b>	<b>\$ 195,520</b>	<b>\$ 31,100</b>	<b>\$ 31,100</b>
10-3900-3910	UNDESIGNATED	\$ -	\$ 372,742	\$ 77,000		
<b>FUND BALANCE APPROPRIATED</b>		<b>\$ -</b>	<b>\$ 372,742</b>	<b>\$ 1,015,468</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ESTIMATED GENERAL FUND REVENUE (MINUS POWELL BILL)</b>		<b>\$ 5,978,025</b>	<b>\$ 6,230,699</b>	<b>\$ 7,434,102</b>	<b>\$ 6,365,104</b>	<b>\$ 6,365,104</b>





**ANNUAL BUDGET ESTIMATE – REVENUES**  
**FISCAL YEAR: 2021-2022**  
**FUND: 15 NAME: POWELL BILL FUND**

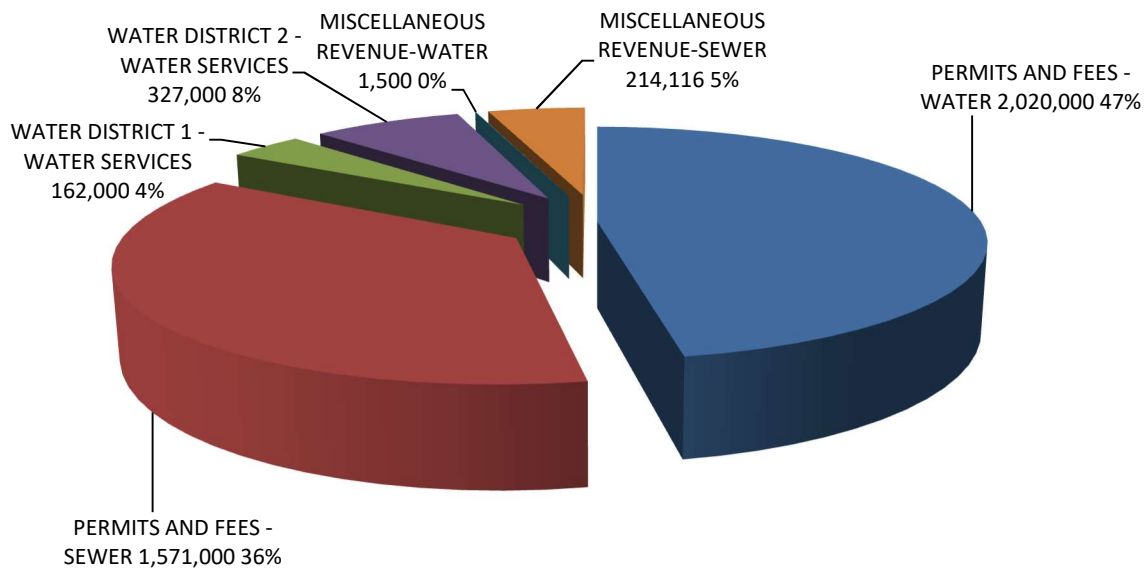
<b>Account Number</b>	<b>Account Description</b>	<b>Actual 2018- 2019</b>	<b>Actual 2019- 2020</b>	<b>Budget 2020- 2021</b>	<b>Recommended Budget 2021-2022</b>	<b>APPROVED 2021-2022</b>
15-2900-0000	Fund Balance					
<b>FUND BALANCE</b>			-	-		
15-3100-3114	LICENSE PLATE TAX	93,649	81,250	81,250	81,520	81,250
15-3300-3316	POWELL BILL REVENUE	165,570	162,363	165,000	165,000	165,000
15-3300-3318	MUNICIPAL PARTICIPATION SIDEWALK			-		
<b>STATE SHARED REVENUES</b>		<b>259,219</b>	<b>243,613</b>	<b>246,250</b>	<b>246,520</b>	<b>246,250</b>
15-3600-3612	INVESTMENT EARNINGS POWELL BILL	7,540	6,000	6,000	6,000	6,000
<b>MISCELLANEOUS REVENUE</b>		<b>7,540</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
15-3600-3612	POWELL BILL - STREET SWEEPER	-		228,400	-	-
<b>MISCELLANEOUS REVENUE</b>		<b>-</b>	<b>-</b>	<b>228,400</b>	<b>-</b>	<b>-</b>
15-3900-3915	POWELL BILL	-	263,905	31,399		
<b>FUND BALANCE APPROPRIATED</b>		<b>-</b>	<b>263,905</b>	<b>31,399</b>	<b>-</b>	<b>-</b>
<b>TOTAL POWELL BILL FUND REVENUE</b>		<b>266,759</b>	<b>513,518</b>	<b>512,049</b>	<b>252,520</b>	<b>252,250</b>

**ANNUAL BUDGET ESTIMATE – REVENUES**  
**FISCAL YEAR: 2021-2022**  
**FUND: 25 NAME: STORM WATER FUND**

<b>Account Number</b>	<b>Account Description</b>	<b>Actual 2018-2019</b>	<b>Actual 2019-2020</b>	<b>Budget 2020-2021</b>	<b>Recommended Budget 2021-2022</b>	<b>APPROVED 2021-2022</b>
25-3501-3511	Storm Water Revenue	57,104	55,000	55,000	55,000	55,000
<b>TOTAL STORM WATER FUND REVENUE</b>		<b>57,104</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE – REVENUES**  
**FISCAL YEAR: 2021-2022**  
**FUND: 30 NAME: ENTERPRISE FUND**

Account Number	Account Description	Actual 2018-2019	Actual 2019-2020	Budget 2020-2021	Recommended Budget 2021-2022	APPROVED 2021-2022
30-3501-3511	WATER SERVICES	1,188,042	1,190,000	1,180,000	1,185,000	1,185,000
30-3501-3513	PENALTIES	31,561	30,000	50,000	50,000	50,000
30-3501-3514	TAPS AND CONNECTION FEES	6,500	5,000	5,000	5,000	5,000
30-3501-3512	WATER - MCRWASA FEE	787,254	815,000	795,000	780,000	780,000
<b>PERMITS AND FEES - WATER</b>		<b>2,013,357</b>	<b>2,040,000</b>	<b>2,030,000</b>	<b>2,020,000</b>	<b>2,020,000</b>
30-3502-3512	SEWER SERVICES	1,586,507	1,580,000	1,570,000	1,570,000	1,570,000
30-3502-3513	PENALTIES	795	1,000	500	500	500
30-3502-3514	TAPS AND CONNECTION FEES	900	500	500	500	500
<b>PERMITS AND FEES - SEWER</b>		<b>1,588,202</b>	<b>1,581,500</b>	<b>1,571,000</b>	<b>1,571,000</b>	<b>1,571,000</b>
30-3511-3501	WA DIST 1 - WA SERVICES	112,821	112,000	112,000	115,000	115,000
30-3511-3512	WA DIST 1 - WATER MCRWASA FEE	45,484	45,000	45,000	47,000	47,000
<b>WATER DISTRICT 1 - WATER SERVICES</b>		<b>158,305</b>	<b>157,000</b>	<b>157,000</b>	<b>162,000</b>	<b>162,000</b>
30-3512-3501	WA DIST 2 - WA SERVICES	226,104	225,000	227,000	230,000	230,000
30-3512-3502	WA DIST 2 SEWER	1,296	1,500	1,000	1,000	1,000
30-3512-3512	WA DIST 2 - WATER MCRWASA FEE	93,280	93,000	94,000	96,000	96,000
30-3512-3515	WA DIST 2 - W AUTH FEES	-	-	-	-	-
<b>WATER DISTRICT 2 - WATER SERVICES</b>		<b>320,680</b>	<b>319,500</b>	<b>322,000</b>	<b>327,000</b>	<b>327,000</b>
30-3601-3615	SALE OF FIXED ASSETS	-	1,000	0	-	-
30-3601-3640	RETURNED CHECKS	775	1,000	1,000	1,000	1,000
30-3601-3635	INSURANCE CLAIMS	-	-	-	-	-
30-3601-3660	MISCELLANEOUS	326	500	500	500	500
<b>MISCELLANEOUS REVENUE-WATER</b>		<b>1,101</b>	<b>2,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
30-3602-3610	INVESTMENT EARNINGS	130,481	110,000	130,000	6,000	6,000
30-3602-3638	LOAN REPAYMENTS FROM GEN FUND	22,614	22,614	22,614	22,614	22,614
30-3602-3660	LOAN FOR WASTE TREATMENT BLUE FROG	-	-	185,502	185,502	185,502
<b>MISCELLANEOUS REVENUE-SEWER</b>		<b>153,095</b>	<b>132,614</b>	<b>338,116</b>	<b>214,116</b>	<b>214,116</b>
30-3901-3930	RETAINED EARNINGS WATER	-	20,000	20,000	-	-
30-3902-3930	RETAINED EARNINGS WATER	-	20,000	20,000	-	-
<b>RETAINED EARNINGS- WATER</b>		<b>-</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>
30-3902-3903	RETAINED EARNINGS SEWER	-	-	-	-	-
<b>RETAINED EARNINGS -SEWER</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ENTERPRISE FUND REVENUE</b>		<b>4,234,740</b>	<b>4,273,114</b>	<b>4,459,616</b>	<b>4,295,616</b>	<b>4,295,616</b>
<b>TOTAL ESTIMATED REVENUE (ALL FUNDS)</b>		<b>10,536,628</b>	<b>11,072,331</b>	<b>12,460,767</b>	<b>10,967,970</b>	<b>10,967,970</b>



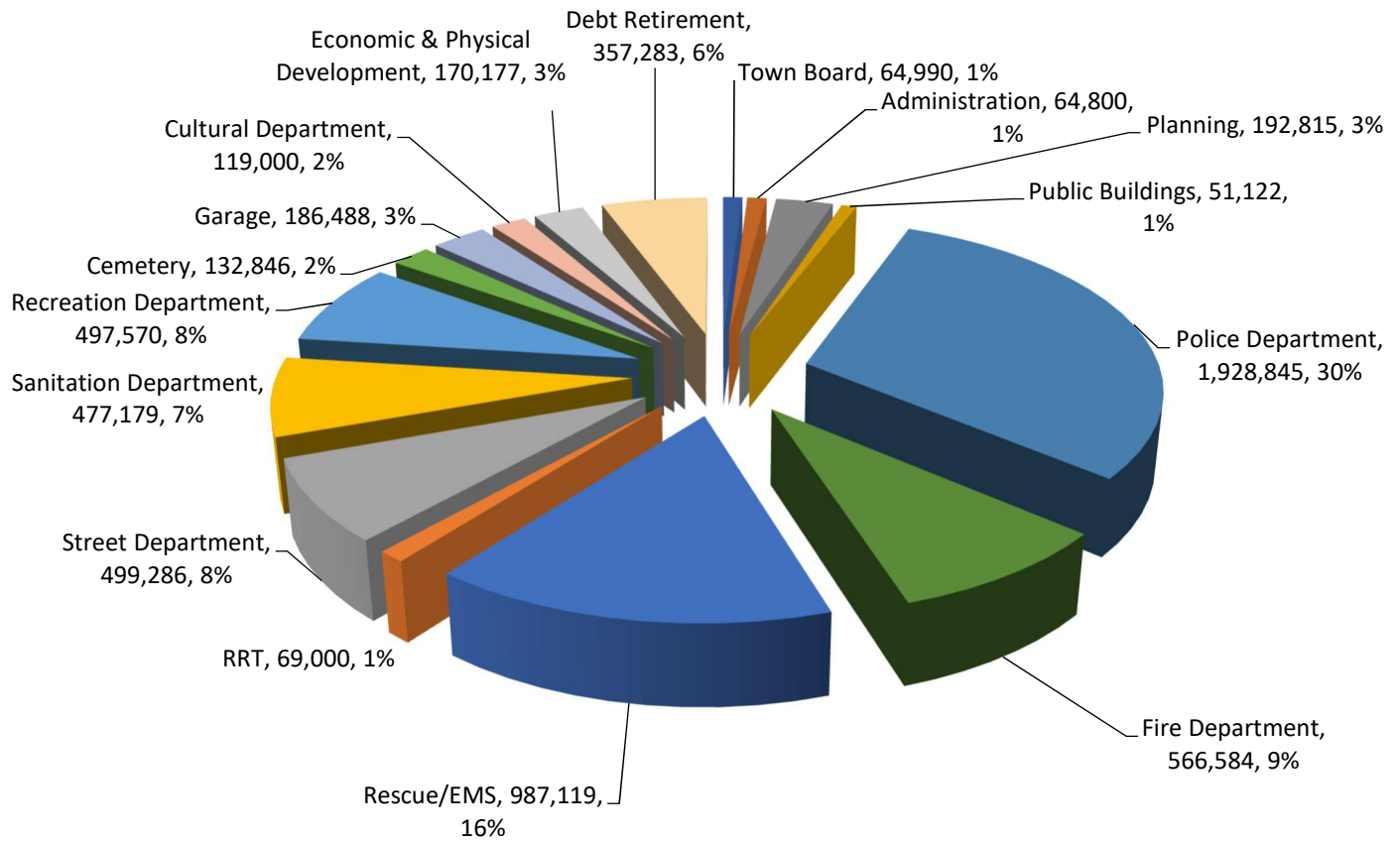
**TOWN OF WILLIAMSTON**  
**SUMMARY OF APPROVED EXPENDITURES 2021/2022**

<b>GENERAL FUND</b>	<b>Personnel Services</b>	<b>Operating Expenses</b>	<b>Admin. Expense</b>	<b>Capital Outlay</b>	<b>Debt Service</b>	<b>Contingency</b>	<b>Transfer to Other Funds</b>	<b>Capital Reserve</b>	<b>TOTAL</b>
Administration	576,463	177,913	-689,576						64,800
Board	58,977	6,013							64,990
Planning	151,787	41,028							192,815
Public Buildings	15,534	35,588							51,122
Police Dept.	1,546,101	277,311		105,433					1,928,845
Fire Dept.	397,205	169,379							566,584
Rescue/EMS	790,377	196,742							987,119
RRT		69,000							69,000
Street Dept.	317,497	181,789							499,286
Sanitation Dept.	384,550	92,629							477,179
Parks & Rec Dept.	323,419	168,151		6,000					497,570
Cemetery	104,442	15,481		12,923					132,846
Garage	156,235	30,253							186,488
Cultural Dept.		119,000							119,000
Econ. & Phys. Dev.	118,181	51,996							170,177
Debt Retirement					357,283				357,283
<b>TOTALS</b>	<b>4,940,768</b>	<b>1,632,273</b>	<b>-689,576</b>	<b>124,356</b>	<b>357,283</b>				<b>6,365,104</b>
									<b>6,365,104</b>
<b>POWELL BILL FUND</b>									
Powell Bill		252,250							252,250
<b>TOTALS</b>		<b>252,250</b>							<b>252,250</b>
<b>ENTERPRISE FUND</b>									
Water Dept.	338,305	1,463,786	374,759	60,710	62,553				2,300,113
Water District I					43,106				43,106
Water District II					124,449				124,449
Sewer Dept.	416,112	399,644	314,817	412,427	284,948				1,827,948
<b>TOTALS</b>	<b>754,417</b>	<b>1,863,430</b>	<b>689,576</b>	<b>473,137</b>	<b>515,056</b>				<b>4,295,616</b>
<b>STORM WATER FUND</b>									
Storm Water					55,000				55,000
<b>TOTALS</b>					<b>55,000</b>				<b>55,000</b>
<b>TOTAL ALL FUNDS</b>	<b>5,695,185</b>	<b>3,747,953</b>		<b>597,493</b>	<b>927,339</b>				<b>10,967,970</b>

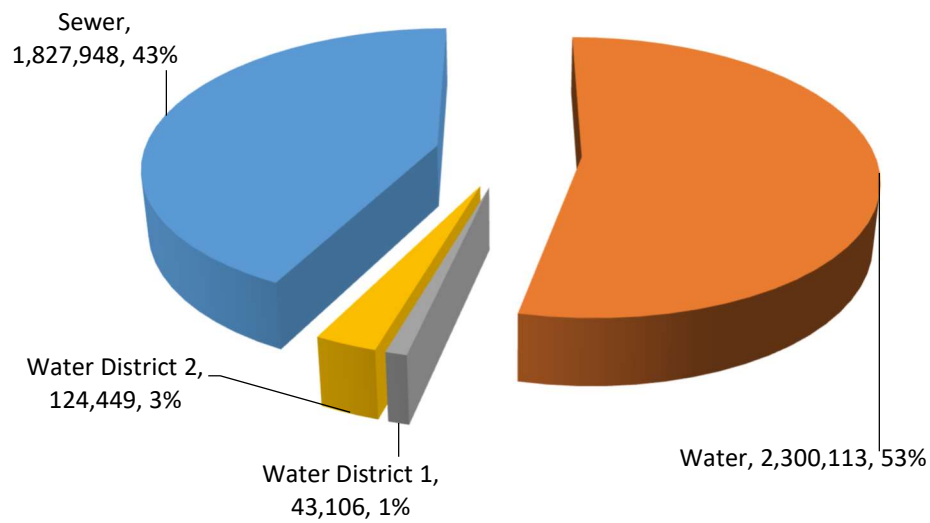
# TOWN OF WILLIAMSTON – BUDGET FOR FISCAL YEAR 2021-2022

## EXPENDITURES BY DEPARTMENT

### GENERAL FUND FOR FY 2021-2022

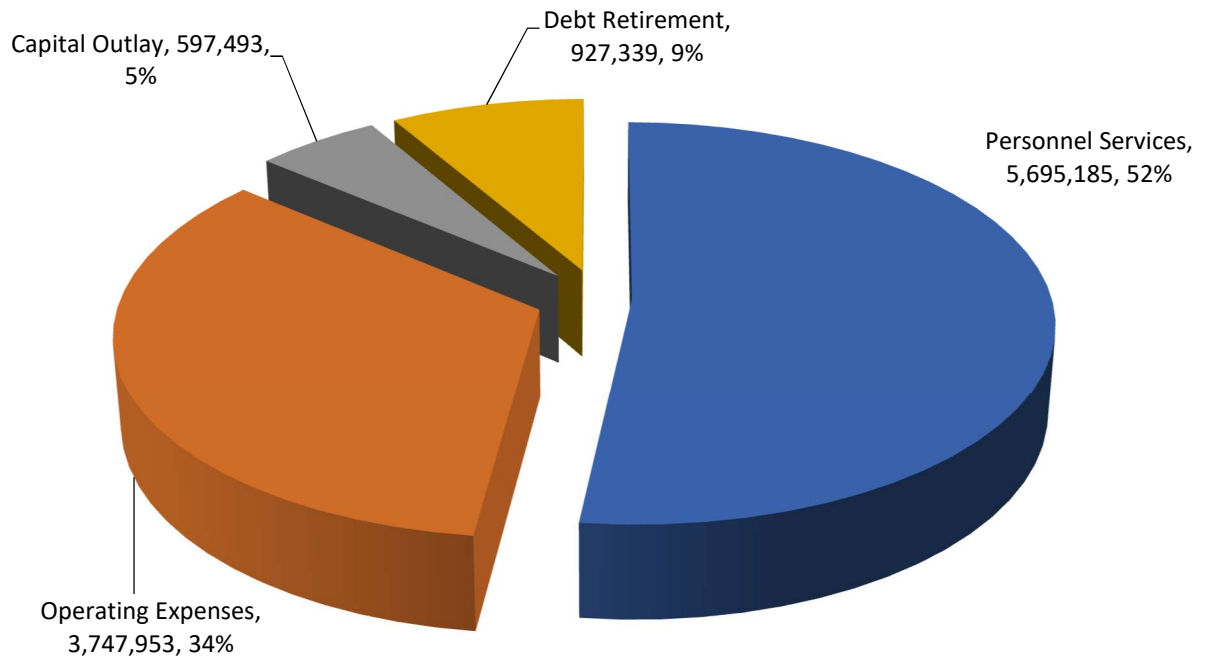


### ENTERPRISE FUND FOR FY 2021-2022

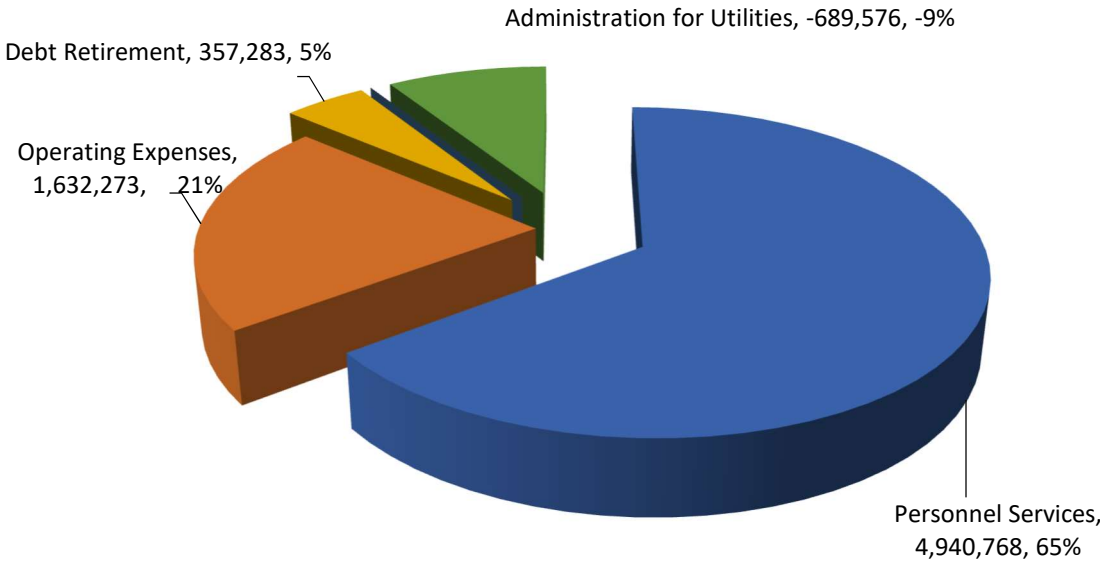




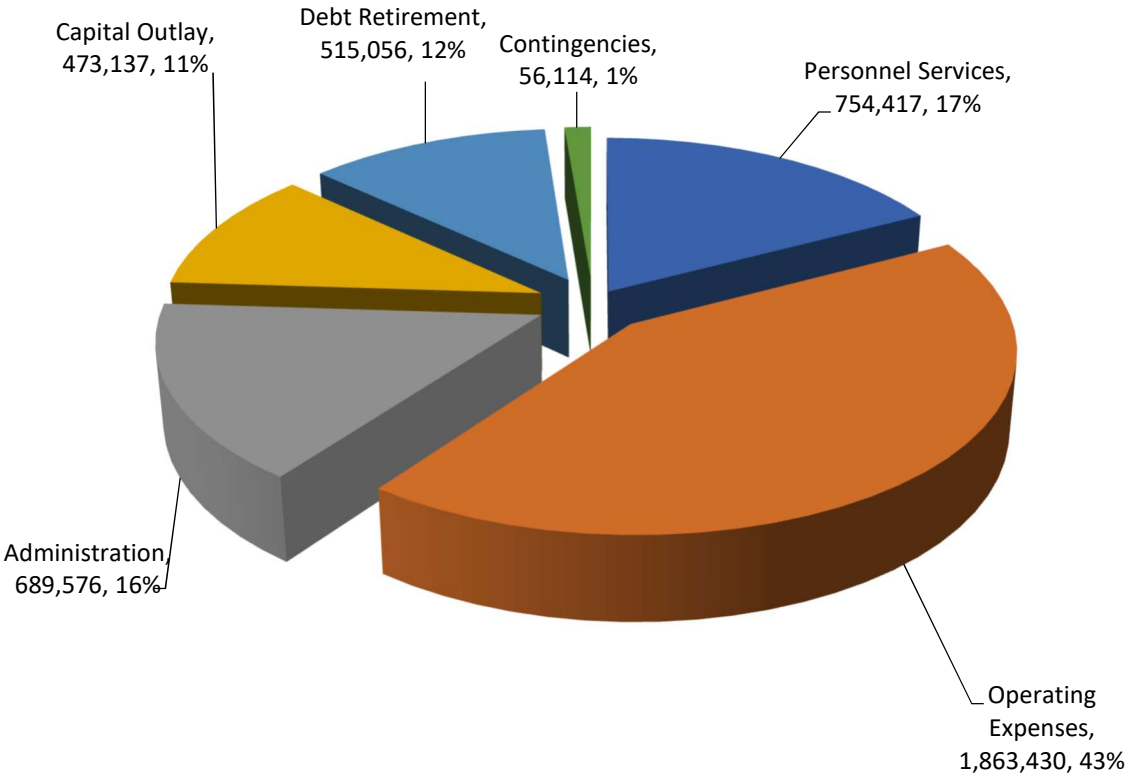
**TOWN OF WILLIAMSTON – BUDGET FOR  
FISCAL YEAR 2021-2022  
EXPENDITURES BY TYPE  
TOTAL BUDGET**



**GENERAL FUND FOR FY 2021-2022**

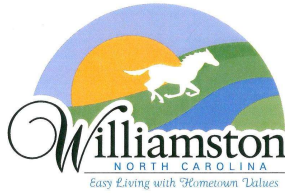


**ENTERPRISE FUND FOR FY 2021-2022**



# CAPITAL IMPROVEMENTS PLAN

- DESCRIPTION OF CAPITAL IMPROVEMENT PLANNING PROCESS
- SUMMARY OF CAPITAL IMPROVEMENT PLAN 2022-2026
- 2021-2022 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 2022-2026  
ALL DEPARTMENTS**

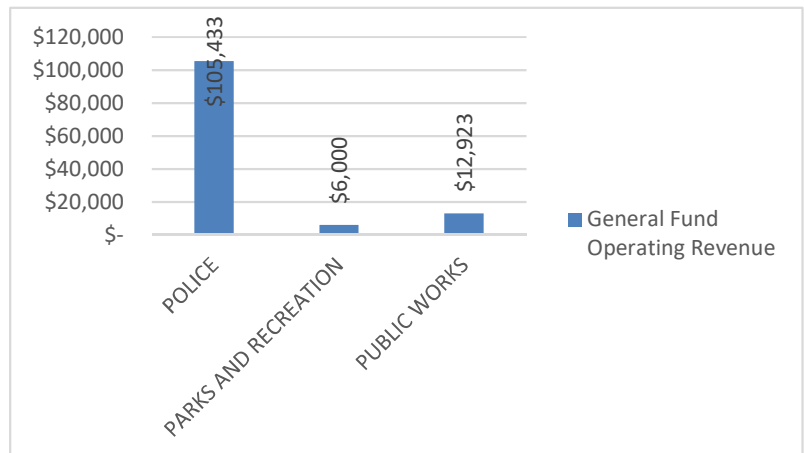
**2022-2026 FULL CAPITAL IMPROVEMENT PLAN  
FOR ALL DEPARTMENTS**

Expenditures	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Administration	-	12,000	12,000	-	12,000
Planning	-	773,229	-	-	-
Police	105,433	161,728	110,264	169,156	115,340
Fire/Rescue/RRT	-	237,187	30,327	1,563,392	31,863
Parks & Recreation	6,000	124,742	16,153	16,139	14,433
Public Works	12,923	926,233	-	119,543	-
Public Building	-	47,533	-	-	-
<b>TOTAL GENERAL FUND</b>	<b>124,356</b>	<b>2,282,652</b>	<b>168,745</b>	<b>1,868,230</b>	<b>173,636</b>
Water	60,710	6,514,560	44,153	43,677	-
Sewer	412,427	6,408,263	43,677	-	-
<b>TOTAL ENTERPRISE FUND</b>	<b>473,137</b>	<b>12,922,822</b>	<b>87,829</b>	<b>43,677</b>	<b>-</b>
<b>TOTAL GENERAL AND ENTERPRISE FUNDS</b>	<b>\$ 597,492</b>	<b>\$ 15,205,474</b>	<b>\$ 256,574</b>	<b>\$ 1,911,906</b>	<b>\$ 173,636</b>
<b>General and Enterprise Funding Sources</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing	185,502	6,536,771	43,677	1,500,000	-
Lease Purchase	-	-	-	-	-
General Fund Op. Revenues	124,356	708,023	168,745	368,230	173,636
Water/Sewer Op. Revenues	287,635	250,661	44,153	43,677	-
Grants	-	4,002,969	-	-	-
Powell Bill Funds	-	-	-	-	-
Retained Earnings	-	3,707,050	-	-	-
Grant/Loan	-	-	-	-	-
Fund Balance					
Capital Project Ordinance					
<b>Total Funding</b>	<b>\$597,492</b>	<b>\$15,205,474</b>	<b>\$256,574</b>	<b>\$1,911,906</b>	<b>\$173,636</b>

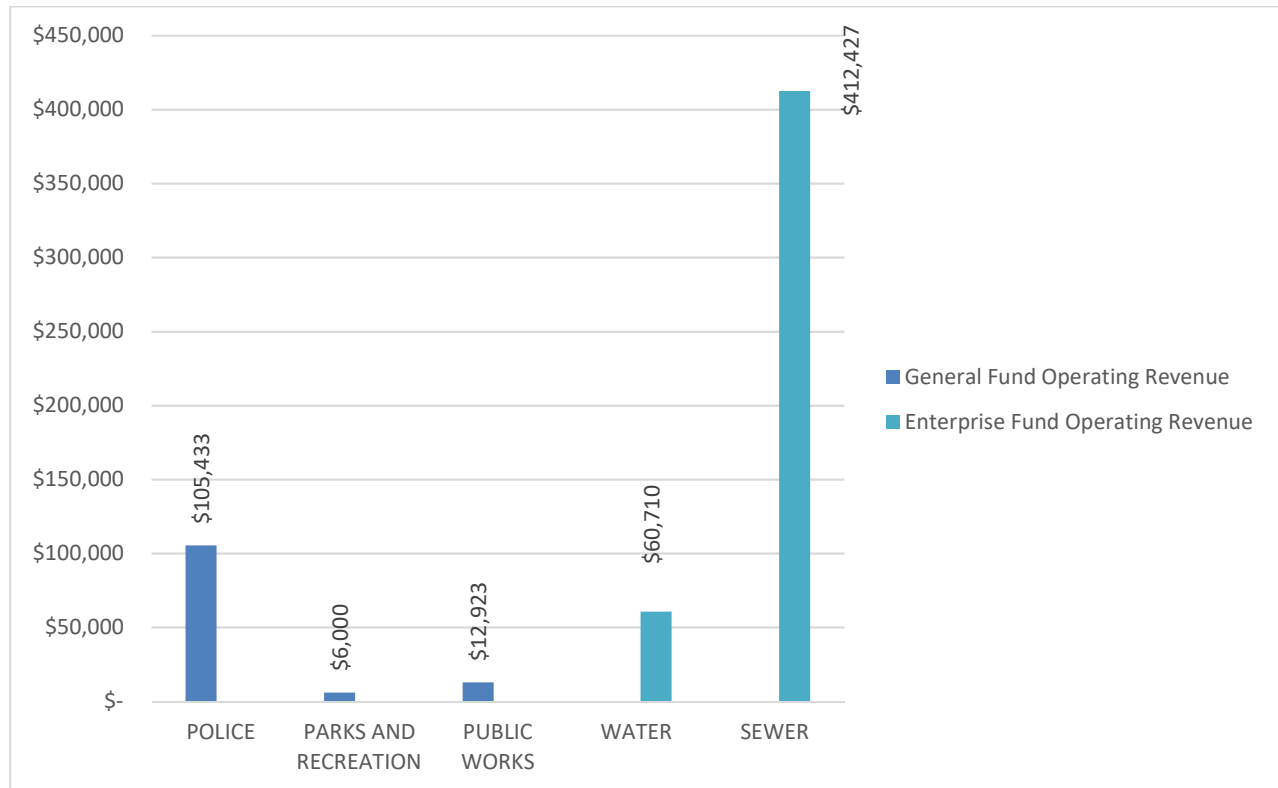
**APPROVED CAPITAL IMPROVEMENTS 2021-2022**  
**2021-2022 CAPITAL IMPROVEMENTS – GENERAL FUND**  
**BUDGETED EXPENDITURES**

Description	Dpt	Total Request per Project	General Fund Operating Revenue	Grant	Installment Financing	Lease Purchase	Powell Bill	Enterprise Fund Operating Revenue	Total Department	Total Fund
<b>GENERAL FUND</b>										\$124,356
<b>POLICE</b>									\$105,433	
Patrol Vehicles	PD	\$105,433	\$105,433							
<b>PARKS AND RECREATION</b>									\$6,000	
Godwin Coppage Park										
Concrete Slab under bleachers	R	\$6,000	6,000							
<b>PUBLIC WORKS</b>									\$12,923	
<b>Cemetery</b>										
Cemetery Mowers	PW	\$12,923	12,923							
<b>PUBLIC BUILDING</b>									\$0	
<b>Adminstration</b>										
New Flooring-Downstairs Hallway	A	\$0	0							
Breakroom Remodel	A	\$0	0	0						
Repaint Walls & Ceilings-old PD	A	\$0	0	0						
New Flooring - Upstairs Hallway	A	\$0	0	0						
<b>TOTAL GENERAL FUND</b>		\$124,356	\$124,356	\$0	\$0	\$0	\$0	\$0		

Department  
Police \$ 105,433  
Recreation \$ 6,000  
Cemetery \$ 12,923  
\$ 124,356



Department	General Fund Operating Revenue	General Fund Balance	Installment Financing	Capital Project
POLICE	\$ 105,433	\$ -	\$ -	
PARKS AND RECREATION	\$ 6,000	\$ -	\$ -	\$ -
PUBLIC WORKS	\$ 12,923	\$ -	\$ -	
WATER				
SEWER				
	\$ 124,356	\$ -	\$ -	\$ -



**APPROVED CAPITAL IMPROVEMENTS 2021-2022**  
**2021-2022 CAPITAL IMPROVEMENTS – ENTERPRISE FUND**  
**BUDGETED EXPENDITURES**

Description	Dpt	Total Request per Project	General Fund Operating Revenue	Grants	Installment Financing	Retained Earning	Storm Water Enterprise Fund	Enterprise Fund Operating Revenue	Total Department	Total Fund
<b>ENTERPRISE FUND</b>										<b>\$473,136</b>
<b>WATER</b>									<b>\$60,710</b>	
1 Ton Dump Truck	W	\$60,710						60,710		
<b>SEWER</b>									<b>\$412,427</b>	
Sewer Dept P/U Truck	SW	\$40,558						40,558		
Sewer Jet Cleaner	SW	\$82,921						82,921		
Sewer Camera Replacement	SW	\$66,625						66,625		
Influent Pump Station Controls	SW	\$0						0		
Mower	SW	\$7,832						7,832		
Coastal Lift Station Pumps	SW	\$28,989						28,989		
WWTP Building Floor Resurfacing	SW	\$0						0		
Blue Frog Water Aerator and Controls	SW	\$185,502						185,502		
<b>TOTAL ENTERPRISE FUND</b>		<b>\$473,137</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$473,137</b>	<b>\$412,427</b>	
<b>STORMWATER ENTERPRISE FUND</b>										
<b>Sanitation</b>									<b>\$0</b>	<b>\$0</b>
Skewarkee Canal Phase II	PW	\$0					\$0			
<b>TOTAL STORMWATER ENTERPRISE FUND</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$885,563</b>	<b>\$0</b>
<b>GRAND TOTAL ALL FUNDS</b>		<b>\$597,492</b>	<b>\$124,356</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$597,491</b>



# SMALL EQUIPMENT REQUESTS

- GENERAL FUND
- ENTERPRISE FUND

## BUDGETED SMALL EQUIPMENT 2021-2022

GENERAL FUND				
Department	BUDGETED 2020-2021		BUDGETED 2021-2022	
	Requests FY 2020-2021 Description	Approved FY 2020-2021	Requests FY 2021-2022 Description	Approved FY 2021-2022
Administration	2 Computers	3,000	Computers	5,000
	2 Desk Chairs	700		
	Calculator	300		
	<b>Total</b>	<b>4,000</b>	<b>Total</b>	<b>5,000</b>
Public Buildings	Miscellaneous Equipment	200	Miscellaneous Equipment	357
	<b>Total</b>	<b>200</b>	<b>Total</b>	<b>357</b>
Planning			Plotter/Scanner (1)	3,000
	<b>Total</b>	<b>-</b>	<b>Total</b>	<b>3,000</b>
Police Dept.	Computer Work Stations (3)	4,000	Computer Work Stations (2)	6,000
	Ballistic Vests (5)	3,500	Ballistic Vests (5)	3,500
	Pistols (2)	1,400	Pistols (2)	1,400
	Taser (1)	1,000	Taser (1)	1,500
	Rifle (2)	2,500	Rifle (2)	3,000
	Body Worn Camera (4)	4,000	Body Worn Camera (1)	1,000
			Rifle Optics (10)	3,000
			Portable Radios (3)	12,000
	<b>Total</b>	<b>16,400</b>	<b>Total</b>	<b>31,400</b>
Fire Dept.	Turn Out Gear (8)	15,000	Turn Out Gear (8)	17,000
	Air Pack Replacement Cylinders (6)	6,000	Air Pack Replacement Cylinders (6)	6,000
	Misc Equipment	5,000	Misc Equipment	5,000
	Fire Hose (12)	2,000	Fire Hose (12)	2,000
	<b>Total</b>	<b>28,000</b>	<b>Total</b>	<b>30,000</b>
Rescue/EMS	Medical Equipment	5,000	Medical Equipment	5,000
	Table & Docking Station	3,000	Table & Docking Station	3,000
	<b>Total</b>	<b>8,000</b>	<b>Total</b>	<b>8,000</b>
Regional Response Team	Medical Equipment	2,000	Medical Equipment	3,500
	<b>Total</b>	<b>2,000</b>	<b>Total</b>	<b>3,500</b>
Cemetery Dept.	FS91R Grass Trimmer (2)	593	FS91R Grass Trimmer (2)	636
	<b>Total</b>	<b>593</b>	<b>Total</b>	<b>636</b>
Garage Dept.	Battery Charger	1,000	Oxygen/Acetylene Torch kit	800
	4 1/2 Side Grinder	150	Portable Jump Starter	1,000
	Evaporative Cooler	4,500		
	<b>Total</b>	<b>5,650</b>	<b>Total</b>	<b>1,800</b>
Parks & Recreation	Weed Trimmer	500	Weed Trimmer	400
			2-Player Benches for gym	1,200
	<b>Total</b>	<b>500</b>	<b>Total</b>	<b>1,600</b>
Street Dept.	Concrete Saw	1,200	Hedge Trimmer	400
	Chain Saw	800	Chain Saw (2)	700
	Angle Blades	1,986	Grass Trimmer (2)	700
	<b>Total</b>	<b>3,986</b>	<b>Total</b>	<b>1,800</b>
Sanitation Dept.		-		0
	<b>General Fund Total</b>	<b>69,329</b>	<b>General Fund Total</b>	<b>87,093</b>



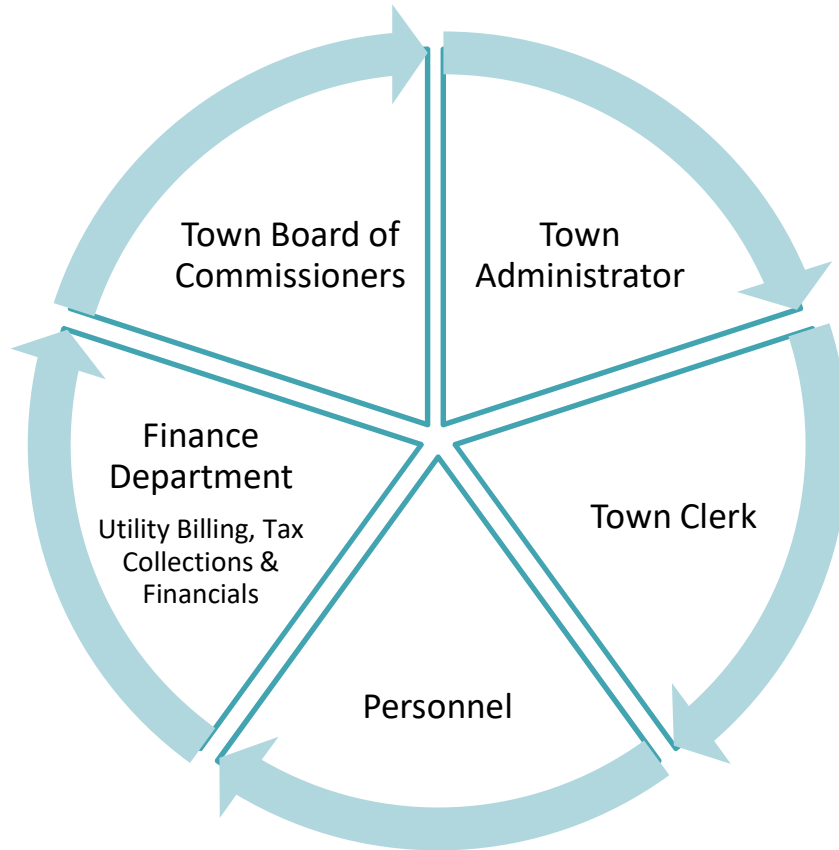
# BUDGETED SMALL EQUIPMENT 2020-2021 (continued)

ENTERPRISE FUND				
Department	BUDGETED 2020-2021		BUDGETED 2021-2022	
	Requests FY 2020-2021 Description	Approved FY 2020-2021	Requests FY 2020-2021 Description	Approved FY 2020-2021
<b>Water</b>	Water Meters (250)	25,150		
	ERTs	16,875		
	Chlorination Equipment	4,000		
	Chlorine Test Kit	1,200		
	Desktop computer	1,500		
	<b>Total</b>	<b>48,725</b>	<b>Total</b>	<b>0</b>
<b>Sewer</b>				
	<b>Total</b>		<b>Total</b>	
	<b>Enterprise Total</b>	<b>48,725</b>	<b>Enterprise Total</b>	<b>0</b>
<b>GRAND TOTAL SMALL EQUIPMENT</b>		<b>118,054</b>		<b>87,093</b>

# 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: 2021-2022

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

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Recommend
10-4250-0100	SALARIES ELECTED OFFICIAL	\$0	\$0	\$36,034	\$36,577	\$36,577
10-4250-0500	FICA TAX	\$0	\$0	\$2,757	\$2,798	\$2,798
10-4250-0600	GROUP INSURANCE	\$0	\$0	\$13,821	\$19,602	\$19,602
10-4250-1021	MAYOR JOYCE WHICHARD-BROWN	\$0	\$0	\$1,337	\$1,337	\$1,337
10-4250-1022	COMMISSIONER RONELL RODGERS	\$0	\$0	\$1,262	\$1,262	\$1,262
10-4250-1023	COMMISSIONER ALTON MOORE	\$0	\$0	\$1,262	\$1,262	\$1,262
10-4250-1024	COMMISSIONER WILLIAM COFFIELD	\$0	\$0	\$1,262	\$1,262	\$1,262
10-4250-1025	COMMISSIONER AL CHESSON	\$0	\$0	\$0	\$0	\$0
10-4250-1026	COMMISSIONER JERRY KNOX	\$0	\$0	\$0	\$0	\$0
10-4250-1100	TELEPHONE	\$0	\$0	\$480	\$740	\$740
10-4250-5300	DUES	\$0	\$0	\$150	\$150	\$150
10-4250-5700	MISCELLANEOUS	\$0	\$0	\$140	\$0	\$0
<b>TOTAL</b>		\$0	\$0	\$58,505	\$64,990	\$64,990

**Administration**

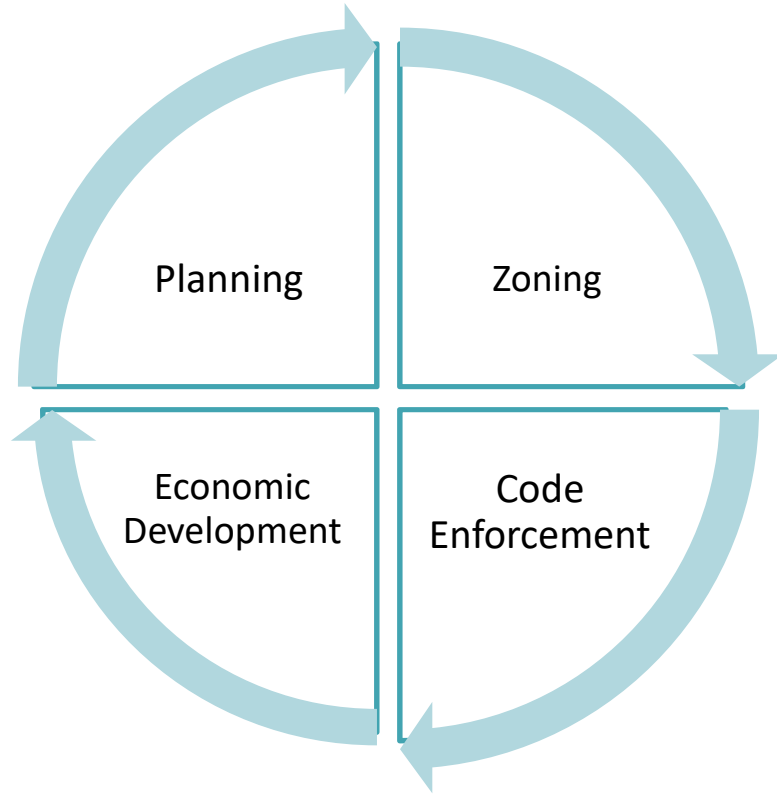
Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-4200-0200	REGULAR SALARIES	\$356,233	\$369,341	\$390,271	\$377,105	\$377,105
10-4200-0300	TEMPORARY SALARIES	\$0	\$0	\$1,000	\$4,000	\$4,000
10-4200-0500	FICA TAX	\$28,933	\$27,694	\$32,464	\$29,154	\$29,154
10-4200-0600	GROUP INSURANCE	\$54,064	\$60,845	\$51,194	\$60,280	\$60,280
10-4200-0650	GROUP INSURANCE-DEDUCTIB	\$59,636	\$52,368	\$60,000	\$60,000	\$60,000
10-4200-0700	RETIREMENT	\$27,532	\$35,105	\$42,299	\$45,924	\$45,924
10-4200-0900	PROFESSIONAL SERVICES	\$101,160	\$94,715	\$85,000	\$98,600	\$98,600
10-4200-1000	EMPLOYEE TRAINING	\$3,975	\$3,197	\$9,700	\$15,900	\$16,110
10-4200-1020	BOARD TRAINING	\$4,815	\$422	\$0		
10-4200-1060	ELECTIONS	\$0	\$6,838	\$0		
10-4200-1100	TELEPHONE	\$4,869	\$4,471	\$4,000	\$5,200	\$5,500
10-4200-1200	POSTAGE	\$6,243	\$5,028	\$4,500	\$3,500	\$3,500
10-4200-1400	TRAVEL/MEETINGS	\$5,644	\$2,677	\$4,200	\$4,600	\$4,300
10-4200-1600	REPAIR EQUIPMENT	\$3	\$33	\$500	\$500	\$500
10-4200-1700	REPAIR VEHICLES	\$0	\$0	\$0		
10-4200-2100	EQUIPMENT RENTS/LEASES	\$12,172	\$12,506	\$8,020	\$7,600	\$7,600
10-4200-2600	ADVERTISING	\$3,195	\$2,470	\$3,000	\$5,500	\$5,500
10-4200-3100	AUTOMOTIVE SUPPLIES	\$288	\$241	\$400	\$400	\$400
10-4200-3200	OFFICE SUPPLIES	\$6,472	\$6,028	\$4,450	\$6,500	\$6,500
10-4200-3300	DEPARTMENT SUPPLIES	\$960	\$2,047	\$2,000	\$2,000	\$2,000
10-4200-3400	BANK CHARGES	\$103	\$1,347	\$2,000	\$2,000	\$2,000
10-4200-3800	GARBAGE COLLECTION	\$0	\$0	\$0		
10-4200-4500	CONTRACTED SERVICES	\$724	\$0	\$0	\$300	\$300
10-4200-4501	GOVDEALS AUCTION FEES	\$646	\$1,129	\$1,500	\$2,000	\$2,000
10-4200-4502	TAXES-TOWN OWNED PROPER	\$244	\$219	\$200	\$2,000	\$2,000
10-4200-5300	DUES	\$1,128	\$1,985	\$1,850	\$1,900	\$1,900
10-4200-5400	INSURANCE	\$8,783	\$10,811	\$13,296	\$13,703	\$13,703
10-4200-5700	MISCELLANEOUS	\$2,946	\$300	\$500	\$500	\$500
10-4200-7400	CAPITAL OUTLAY EQUIPMENT	\$5,056	\$0	\$0	\$22,800	
10-4200-7401	SMALL EQUIPMENT	\$2,987	\$9,802	\$4,000	\$5,000	\$5,000
10-4200-9200	CONTINGENCY	\$1,007	\$0	\$0		
10-4200-9500	TRANSFER FR ENTERPRISE FU	-\$636,681	-\$652,031	-\$683,239	-\$689,576	-\$689,576
<b>TOTAL</b>		\$97,030	\$95,705	\$43,105	\$87,390	\$64,800

**SUMMARY OF CAPITAL PROJECTS FOR ADMINISTRATION  
2022-2026**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Revenue Mgmt Upgrade/Other Programs	2	\$ 36,000	\$ 36,000	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
<b>TOTAL EXPENDITURES</b>		<b>\$ 46,800</b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing								
Lease Purchase								
General Fund Op. Revenues				\$ -	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
Water/Sewer Op. Revenues								
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
<b>Total Funding</b>				<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>

No Capital Requests for 2021/2022

# 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: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept. 4300 Name: PLANNING

Account Number	Account Description	6/30/2019	6/30/2020	6/30/2021	2021/2022	
		Actual	Actual	Budget	Dept Request	Approved
10-4300-0200	REGULAR SALARIES	104,585	110,932	113,927	114,701	114,701
10-4300-0500	FICA TAX	8,209	8,067	8,715	8,775	8,775
10-4300-0600	GROUP INSURANCE	10,711	12,062	13,817	16,329	16,329
10-4300-0700	RETIREMENT	7,007	8,965	10,495	11,982	11,982
10-4300-0900	PROFESSIONAL SERVICES	268	135	1,200	1,000	1,000
10-4300-0910	MARKETING TOWN OF WILLIAMSTON	3,705	6,357	5,000	5,000	5,000
10-4300-1000	TRAINING	2,271	2,112	2,500	2,000	2,000
10-4300-1100	TELEPHONE	1,414	1,454	1,500	1,500	1,500
10-4300-1200	POSTAGE	853	225	600	500	500
10-4300-1400	TRAVEL/MEETINGS	231	44	500	500	500
10-4300-1600	REPAIR EQUIPMENT	7	52	1,000	1,000	1,000
10-4300-1700	REPAIR VEHICLES	26	-	400	400	400
10-4300-2600	ADVERTISING	54	459	600	600	600
10-4300-3100	AUTOMOTIVE SUPPLIES	297	177	650	500	500
10-4300-3200	OFFICE SUPPLIES	87	663	500	500	500
10-4300-3300	DEPARTMENT SUPPLIES	248	45	500	500	500
10-4300-4500	CONTRACTED SERVICES	25,650	99	2,000	2,000	2,000
10-4300-4700	CODE ENFORCEMENT	19,909	20,425	24,000	20,000	20,000
10-4300-5300	DUES	19	917	1,200	1,200	1,200
10-4300-5400	INSURANCE WK COMP/AUTO	591	534	790	828	828
10-4300-7400	CAPITAL OUTLAY EQUIPMENT	-	-	-	43,229	
10-4300-7401	SMALL EQUIPMENT	3,891	781	-	3,000	3,000
10-4300-9200	CONTINGENCY	-	-	-		
<b>TOTAL</b>		190,033	174,504	189,894	236,044	192,815



**SUMMARY OF CAPITAL PROJECTS FOR PLANNING  
2022-2026**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
River Landing Phase II	2	\$730,000	\$730,000	\$0	\$730,000	\$0	\$0	\$0
Code Enforcement Vehicle	2	\$43,229	\$43,229	\$0	\$43,229	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$773,229</b>	<b>\$773,229</b>	<b>\$0</b>	<b>\$773,229</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing							\$0	
Lease Purchase								
General Fund Op. Revenues				\$0	\$43,229	\$0	\$0	\$0
Water/Sewer Op. Revenues								
Grants				\$0	\$730,000	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
<b>Total Funding</b>				<b>\$0</b>	<b>\$773,229</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

No Capital Requests for 2021/2022

# 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: 2021-2022**

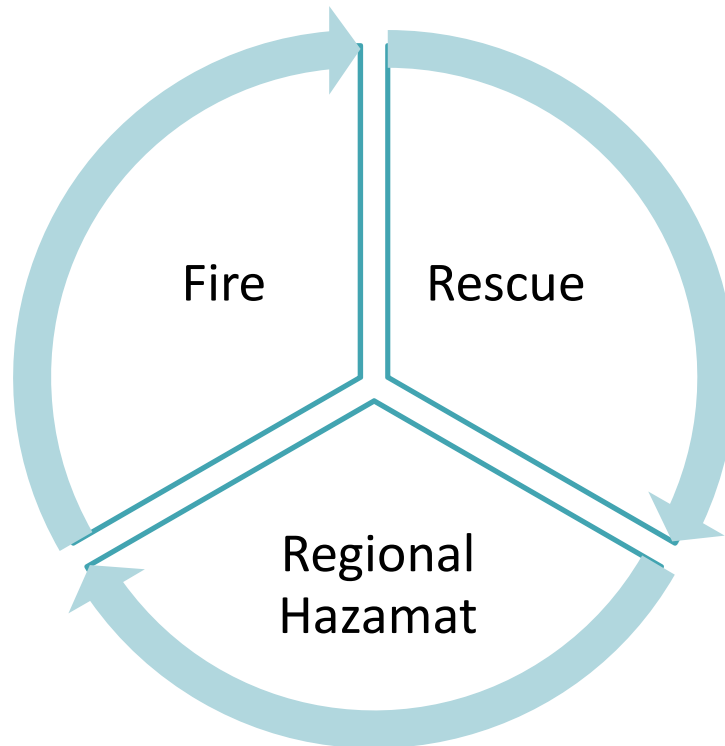
**Fund: 10 Name: GENERAL FUND**  
**Dept 5100 Name: POLICE DEPARTMENT**

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5100-0200	REGULAR SALARIES	\$947,147	\$1,009,945	\$1,004,426	\$1,087,875	\$1,033,624
10-5100-0300	TEMPORARY SALARIES	\$52,637	\$55,669	\$56,532	\$67,764	\$58,764
10-5100-0400	SUPPLEMENTAL RETIREMENT	\$0	\$0	\$0		
10-5100-0500	FICA TAX	\$78,728	\$77,065	\$81,693	\$88,406	\$84,256
10-5100-0600	GROUP INSURANCE	\$109,021	\$127,578	\$155,936	\$183,805	\$183,805
10-5100-0700	RETIREMENT	\$134,007	\$145,760	\$167,370	\$195,179	\$185,652
10-5100-0900	PROFESSIONAL SERVICES	\$17,674	\$20,088	\$20,000	\$22,000	\$20,000
10-5100-0950	CLEANING SERVICE	\$0	\$0	\$0	\$12,000	\$12,000
10-5100-1000	EMPLOYEE TRAINING	\$9,394	\$10,274	\$18,000	\$18,000	\$18,000
10-5100-1100	TELEPHONE	\$12,821	\$14,540	\$13,000	\$14,000	\$14,000
10-5100-1200	POSTAGE	\$307	\$292	\$500	\$500	\$500
10-5100-1300	UTILITIES	\$0	\$0	\$0	\$15,100	\$15,100
10-5100-1400	TRAVEL	\$53	\$199	\$1,500	\$2,000	\$2,000
10-5100-1500	REPAIR BLDGS & GROUNDS	\$0	\$0	\$0	\$2,100	\$2,100
10-5100-1600	REPAIR EQUIPMENT	\$5,956	\$4,499	\$5,000	\$5,000	\$5,000
10-5100-1700	REPAIR VEHICLES	\$13,477	\$13,655	\$13,000	\$13,000	\$13,000
10-5100-2100	EQUIPMENT RENTS/LEASES	\$0	\$0	\$1,000	\$1,000	\$1,000
10-5100-2600	ADVERTISING	\$0	\$93	\$500	\$1,000	\$500
10-5100-3100	AUTOMOTIVE SUPPLIES	\$48,824	\$38,042	\$40,000	\$50,000	\$40,000
10-5100-3200	OFFICE SUPPLIES	\$1,493	\$1,484	\$2,500	\$2,500	\$2,500
10-5100-3300	DEPARTMENT SUPPLIES	\$10,551	\$12,289	\$10,000	\$10,000	\$10,000
10-5100-3350	BUILDING SUPPLIES	\$0	\$0	\$0	\$3,000	\$3,000
10-5100-3400	BANK CHARGES	\$621	\$661	\$700	\$700	\$700
10-5100-3600	UNIFORMS	\$14,100	\$13,459	\$16,000	\$18,000	\$16,000
10-5100-3800	GARBAGE COLLECTION	\$0	\$0	\$0	\$2,300	\$2,300
10-5100-5300	DUES	\$1,204	\$806	\$1,400	\$1,400	\$1,400
10-5100-5400	INSURANCE	\$46,576	\$41,619	\$45,984	\$48,811	\$48,811
10-5100-5600	DRUG CONTROL	\$8,000	\$8,000	\$14,000	\$14,000	\$14,000
10-5100-5601	DRUG & FED FORFEITURE TAX	\$0	\$0	\$0		
10-5100-5700	MISCELLANEOUS	\$1,117	\$1,056	\$2,000	\$2,500	\$2,500
10-5100-5800	COMMUNITY INVOLVEMENT	\$1,365	\$1,465	\$1,500	\$1,500	\$1,500
10-5100-5900	HURRICANE DORIAN	\$829	\$309	\$0		
10-5100-5950	COVID	\$0	\$999	\$0		
10-5100-7400	CAPITAL OUTLAY EQUIPMENT	\$116,786	\$38,364	\$201,184	\$105,433	\$105,433
10-5100-7401	SMALL EQUIPMENT	\$19,434	\$9,074	\$16,400	\$55,900	\$31,400
10-5100-7402	EQUIPMENT/DOJ GRANT FUNDS	\$0	\$0	\$0		
10-5100-9200	CONTINGENCY	\$0	\$0	\$0		
<b>TOTAL</b>		\$1,652,120	\$1,647,284	\$1,890,125	\$2,044,773	\$1,928,845

**SUMMARY OF CAPITAL PROJECTS FOR POLICE DEPARTMENT  
2022-2026**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Patrol Vehicles	2	\$661,921	\$661,921	\$105,433	\$161,728	\$110,264	\$169,156	\$115,340
<b>TOTAL EXPENDITURES</b>		<b>\$661,921</b>	<b>\$661,921</b>	<b>\$105,433</b>	<b>\$161,728</b>	<b>\$110,264</b>	<b>\$169,156</b>	<b>\$115,340</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing								
Lease Purchase								
General Fund Op. Revenues				\$105,433	\$161,728	\$110,264	\$169,156	\$115,340
Water/Sewer Op. Revenues								
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
<b>Total Funding</b>				<b>\$105,433</b>	<b>\$161,728</b>	<b>\$110,264</b>	<b>\$169,156</b>	<b>\$115,340</b>

# 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: 2021-2022

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

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5300-0200	REGULAR SALARIES	\$255,063	\$264,521	\$267,461	\$273,602	\$273,602
10-5300-0300	TEMPORARY SALARIES	\$4,496	\$2,781	\$6,000	\$10,000	\$6,000
10-5300-0400	SUPPLEMENTAL RETIREMENT	\$9,992	\$9,992	\$9,992	\$9,992	\$9,992
10-5300-0500	FICA TAX	\$19,976	\$18,808	\$21,167	\$21,696	\$21,696
10-5300-0600	GROUP INSURANCE	\$39,866	\$43,989	\$44,839	\$51,469	\$51,469
10-5300-0700	RETIREMENT	\$20,595	\$24,983	\$30,129	\$34,446	\$34,446
10-5300-0701	ON BEHALF OF PAYMENTS - FI	\$12,728	\$12,718	\$13,000	\$13,000	\$13,000
10-5300-0900	PROFESSIONAL SERVICES	\$5,262	\$5,755	\$5,000	\$10,000	\$8,000
10-5300-1000	EMPLOYEE TRAINING	\$3,445	\$2,445	\$5,000	\$5,000	\$5,000
10-5300-1100	TELEPHONE	\$5,603	\$4,472	\$4,500	\$6,950	\$4,500
10-5300-1200	POSTAGE	\$294	\$284	\$300	\$300	\$300
10-5300-1300	UTILITIES	\$386	\$366	\$1,000	\$1,000	\$1,000
10-5300-1400	TRAVEL	\$90	\$48	\$300	\$300	\$300
10-5300-1500	REPAIR BLDGS & GROUNDS	\$448	\$1,465	\$2,000	\$2,500	\$2,500
10-5300-1600	REPAIR EQUIPMENT	\$51,849	\$111,394	\$28,000	\$30,000	\$28,000
10-5300-2100	EQUIPMENT RENTS/LEASES	\$0	\$0	\$1,000		
10-5300-3100	AUTOMOTIVE SUPPLIES	\$18,280	\$20,391	\$16,000	\$16,000	\$16,000
10-5300-3200	OFFICE SUPPLIES	\$0	\$0	\$500	\$1,000	\$800
10-5300-3300	DEPARTMENT SUPPLIES	\$1,916	\$3,872	\$4,000	\$5,000	\$5,000
10-5300-3400	BANK CHARGES	\$316	\$375	\$350	\$350	\$350
10-5300-3600	UNIFORMS	\$3,710	\$4,949	\$4,800	\$5,000	\$5,000
10-5300-3800	GARBAGE COLLECTION	\$664	\$702	\$800	\$800	\$800
10-5300-5300	DUES	\$947	\$1,130	\$1,400	\$1,400	\$1,400
10-5300-5400	INSURANCE	\$32,966	\$35,963	\$41,791	\$46,029	\$46,029
10-5300-5700	MISCELLANEOUS	\$811	\$1,270	\$1,400	\$1,400	\$1,400
10-5300-5900	HURRICANE DORIAN	\$398	\$73	\$0		
10-5300-5950	COVID	\$0	\$0	\$0		
10-5300-7400	CAPITAL OUTLAY EQUIPMENT	\$2,586	\$0	\$0	\$0	\$0
10-5300-7401	SMALL EQUIPMENT	\$45,575	\$26,397	\$28,000	\$30,000	\$30,000
10-5300-7402	2006 HAZMAT GRANT CFDA 97.073	\$0	\$0	\$0		
10-5300-7403	2007 DHS GRANT CFDA 97.073	\$0	\$0	\$0		
10-5300-7404	2008 RRT EQUIP GRANT CFDA 97.073	\$0	\$0	\$0		
10-5300-7405	FIRE SAFETY GRANT	\$0	\$0	\$0		
10-5300-7406	FIRE SAFETY GRANT 2009	\$0	\$0	\$0		
10-5300-7407	2009 RRT EG GRANT CFDA#97.073	\$0	\$0	\$0		
10-5300-7408	2010 RRT EQ GRANT CFDA#97.073	\$0	\$0	\$0		
10-5300-7409	2011 RRT EQUIPMENT GRANT	\$0	\$0	\$0		
10-5300-7410	2014 DHS EQ GRANT	\$0	\$0	\$0		
10-5300-7411	SAFE KIDS GRANT	\$0	\$0	\$0		
10-5300-7412	CYLINDER RECOVERY SYSTEM	\$0	\$0	\$0		
10-5300-7413	TRUCK - PRIME MOVER	\$0	\$0	\$0		
10-5300-9200	CONTINGENCY	\$0	\$0	\$0		
<b>TOTAL</b>		\$538,261	\$599,142	\$538,729	\$577,234	\$566,584

**TOWN OF WILLIAMSTON**  
**ANNUAL ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND  
Dept 5400 Name: RESCUE DEPARTMENT

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5400-0200	REGULAR SALARIES	507,587	501,571	492,428	542,022	542,022
10-5400-0300	TEMPORARY SALARIES	24,487	22,140	23,000	26,000	26,000
10-5400-0400	SUPPLEMENTAL RETIREMENT	-	-	720	720	720
10-5400-0500	FICA TAX	40,739	37,345	39,601	43,454	43,454
10-5400-0600	GROUP INSURANCE	70,228	73,739	93,651	109,195	109,195
10-5400-0700	RETIREMENT	41,356	47,403	56,325	68,986	68,986
10-5400-0701	ON BEHALF OF PAYMENTS - R	5,196	5,130	6,000	6,000	6,000
10-5400-0900	PROFESSIONAL SERVICES	45,438	64,487	52,200	52,000	52,000
10-5400-0910	EMS/MC PARTNERSHIP	-	-	-		
10-5400-1000	EMPLOYEE TRAINING	2,297	2,340	3,000	3,000	3,000
10-5400-1100	TELEPHONE	2,313	2,523	3,000	5,950	5,950
10-5400-1200	POSTAGE	112	131	300	300	300
10-5400-1300	UTILITIES	12,712	10,486	14,000	11,000	11,000
10-5400-1400	TRAVEL	180	95	200	200	200
10-5400-1500	REPAIR BLDGS & GROUNDS	5,083	6,266	6,500	6,500	6,500
10-5400-1600	EQUIPMENT REPAIR	8,601	12,403	15,500	15,500	15,500
10-5400-2100	EQUIPMENT RENTS/LEASES	2,948	3,214	3,200	3,200	3,200
10-5400-3100	AUTOMOTIVE SUPPLIES	8,772	8,575	9,000	9,000	9,000
10-5400-3200	OFFICE SUPPLIES	1,506	1,934	2,500	2,500	2,500
10-5400-3300	DEPARTMENT SUPPLIES - DIRE	26,990	23,903	27,000	30,000	30,000
10-5400-3301	DEPARTMENT SUPPLIES - INDI	1,593	1,559	2,500	3,000	2,500
10-5400-3400	BANK CHARGES	263	280	250	250	250
10-5400-3600	UNIFORMS	3,388	4,478	4,500	4,500	4,500
10-5400-3800	GARBAGE COLLECTION	1,824	2,112	2,200	2,300	2,200
10-5400-5300	DUES	952	1,249	1,000	1,000	1,000
10-5400-5400	INSURANCE	25,083	38,518	28,703	32,142	32,142
10-5400-5700	MISCELLANEOUS	763	709	1,000	1,500	1,000
10-5400-5900	HURRICANE DORIAN	-	-	-		
10-5400-5950	COVID	-	1,770	-		
10-5400-7400	CAPITAL OUTLAY EQUIPMENT	101,931	32,286	-		
10-5400-7401	SMALL EQUIPMENT	5,954	6,352	8,000	8,000	8,000
10-5400-9200	CONTINGENCY	-	-	-		
<b>TOTAL</b>		948,297	912,997	896,278	988,219	987,119



**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 5300 Name REGIONAL RESPONSE TEAM

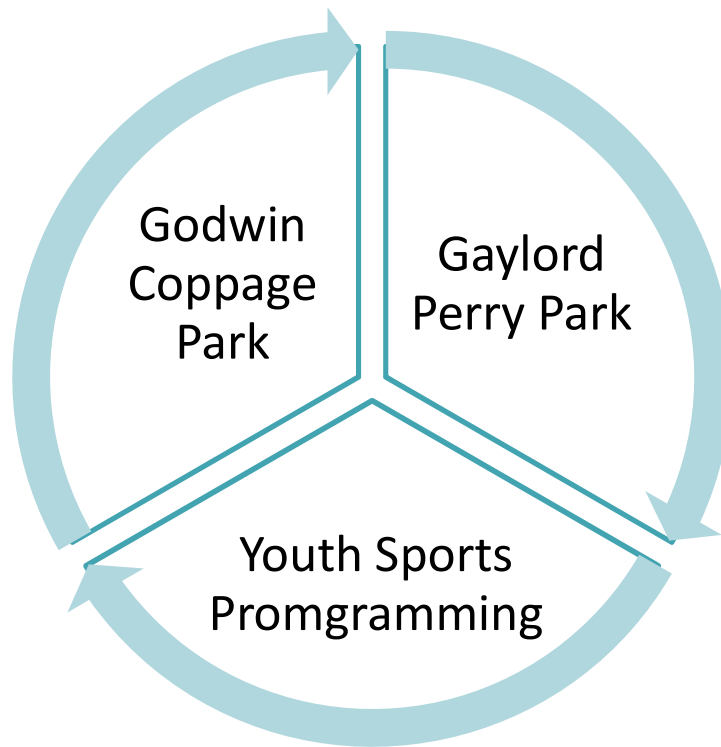
Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5350-0300	RRT1 SALARIES	-	123	3,000	3,000	3,000
10-5350-0310	RT TRAINING SALARIES	2,055	3,353	3,350	3,000	3,000
10-5350-0500	RRT1 FICA TAX	158	-	230	230	230
10-5350-0700	RRT1 RETIREMENT	158	-	191	191	191
10-5350-0900	PROFESSIONAL SERVICES	15,000	15,000	15,000	15,000	15,000
10-5350-1000	TRAINING	14,490	14,200	25,000	25,000	25,000
10-5350-1100	RRT1 TELEPHONE	456	418	900	800	800
10-5350-1200	RRT1 POSTAGE	-	-	100	100	100
10-5350-1400	RRT1 TRAVEL	-	-	500	500	500
10-5350-1500	REPAIR BLDGS & GROUNDS	-	-	-		
10-5350-1600	EQUIPMENT REPAIR	4,812	3,933	4,000	4,000	4,000
10-5350-3300	RRT1 DEPT SUPPLIES	1,437	1,485	7,000	2,500	2,500
10-5350-3600	RRT1 UNIFORMS	1,868	4,342	4,229	3,679	3,679
10-5350-3800	GARBAGE COLLECTION	648	930	2,500	2,500	2,500
10-5350-5400	WORKERS COMP INS RRT1	5,000	5,000	5,000	5,000	5,000
10-5350-7400	CAPITAL OUTLAY EQUIPMENT	-	-	-		
10-5350-7401	SMALL EQUIPMENT	2,911	693	3,500	3,500	3,500
10-5350-7402	VEHICLE RESERVE	-	-	17,220		
<b>TOTAL</b>		48,994	49,477	91,720	69,000	69,000

**SUMMARY OF CAPITAL PROJECTS FOR FIRE/RESCUE/RRT  
2022-2026**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Utility Truck	2	\$45,000	\$54,828	\$0	\$54,828	\$0	\$0	\$0
Ambulance	2	\$95,000	\$99,809	\$0	\$99,809	\$0	\$0	\$0
SCBA(Self Contained Breathing Apparatus)	1	\$91,000	\$91,000	\$0	\$29,588	\$30,327	\$31,085	\$31,863
Lifepak 15 Heart monitor / Defibrillator	1	\$35,000	\$35,537	\$0	\$35,537	\$0	\$0	\$0
Ladder Truck	2	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$1,500,000	\$0
LUCUS CPR Device	1	\$17,000	\$17,425	\$0	\$17,425	\$0	\$0	\$0
Utility Vehicle (For Fire Marshal)	2	\$30,000	\$32,307	\$0	\$0	\$0	\$32,307	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$1,813,000</b>	<b>\$1,830,907</b>	<b>\$0</b>	<b>\$237,187</b>	<b>\$30,327</b>	<b>\$1,563,392</b>	<b>\$31,863</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing				\$0	\$99,809	\$0	\$1,500,000	\$0
Lease Purchase								
General Fund Op. Revenues				\$0	\$137,378	\$30,327	\$63,392	\$31,863
Water/Sewer Op. Revenues								
Grants (RRT)				\$0	\$0	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings								
DHS Grant								
<b>Total Funding</b>				<b>\$0</b>	<b>\$237,187</b>	<b>\$30,327</b>	<b>\$1,563,392</b>	<b>\$31,863</b>

No Capital Requests for 2021/2022

# 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: 2021-2022**

**Fund: 10 Name: GENERAL FUND**

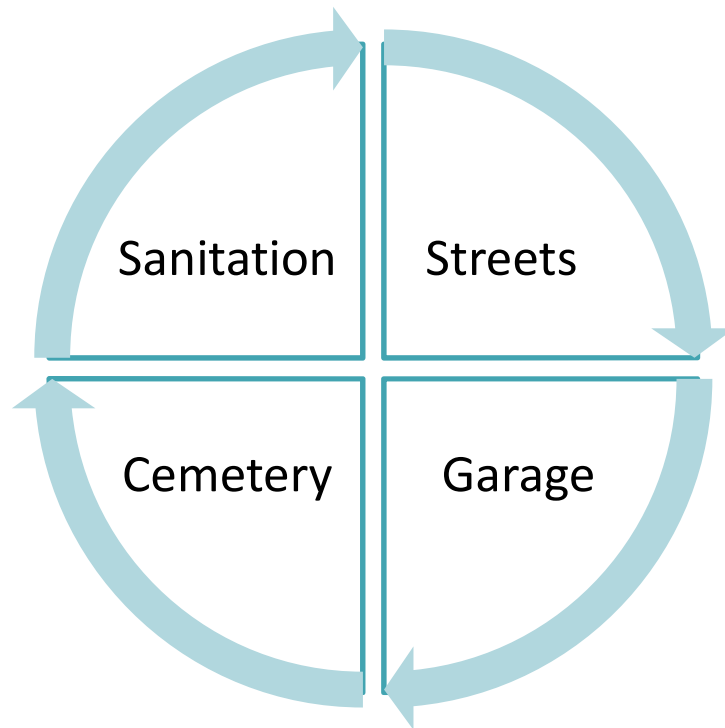
**Dept 6200 Name: RECREATION DEPARTMENT**

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6200-0200	REGULAR SALARIES	\$203,693	\$185,283	\$196,826	\$193,917	\$166,336
10-6200-0300	TEMPORARY SALARIES	\$67,586	\$66,948	\$79,016	\$95,675	\$75,675
10-6200-0500	FICA TAX	\$20,966	\$18,203	\$22,632	\$22,154	\$20,044
10-6200-0600	GROUP INSURANCE	\$28,570	\$25,002	\$35,784	\$41,877	\$41,877
10-6200-0700	RETIREMENT	\$17,986	\$16,827	\$22,076	\$24,203	\$19,487
10-6200-0900	PROFESSIONAL SERVICES	\$3,677	\$3,777	\$4,450	\$4,765	\$4,265
10-6200-1000	EMPLOYEE TRAINING	\$974	\$761	\$1,500	\$1,550	\$1,550
10-6200-1100	TELEPHONE	\$4,534	\$4,176	\$4,980	\$5,760	\$4,680
10-6200-1200	POSTAGE	\$125	\$119	\$500	\$400	\$400
10-6200-1300	UTILITIES	\$21,927	\$23,877	\$28,000	\$30,200	\$30,200
10-6200-1400	TRAVEL	\$30	\$0	\$0		
10-6200-1500	REPAIR BLDGS & GROUNDS	\$53,334	\$22,113	\$24,540	\$35,340	\$30,140
10-6200-1600	REPAIR EQUIPMENT	\$6,055	\$8,511	\$7,000	\$10,180	\$10,180
10-6200-3100	AUTOMOTIVE SUPPLIES	\$8,756	\$7,218	\$8,500	\$8,500	\$8,500
10-6200-3300	DEPARTMENT SUPPLIES	\$26,235	\$28,232	\$29,010	\$26,960	\$25,960
10-6200-3400	BANK CHARGES	\$238	\$253	\$300	\$300	\$300
10-6200-3500	SUPPLIES-TURFGRASS MGMT	\$10,884	\$10,830	\$11,500	\$17,325	\$15,325
10-6200-3600	UNIFORMS	\$1,886	\$2,259	\$2,400	\$2,750	\$2,750
10-6200-3800	GARBAGE COLLECTION	\$5,575	\$5,843	\$6,300	\$6,300	\$6,300
10-6200-4500	CONTRACTED SERVICES	\$4,608	\$3,886	\$5,700	\$5,965	\$5,965
10-6200-5300	DUES	\$350	\$334	\$375	\$375	\$375
10-6200-5400	INSURANCE	\$21,348	\$14,726	\$16,077	\$17,661	\$17,661
10-6200-5700	MISCELLANEOUS	\$1,947	\$2,313	\$2,100	\$2,000	\$2,000
10-6200-5702	BARNES EST/Wmstn Yarn Mill	\$0	\$0	\$0		
10-6200-5900	HURRICANE DORIAN	\$53	\$0	\$0		
10-6200-7200	CAPITAL OUTLAY BUILDINGS	\$0	\$0	\$0		
10-6200-7400	CAPITAL OUTLAY EQUIPMENT	\$26,929	\$0	\$77,000	\$50,153	\$6,000
10-6200-7401	SMALL EQUIPMENT	\$3,255	\$829	\$500	\$1,600	\$1,600
10-6200-9200	CONTINGENCY	\$0	\$0	\$0		
<b>TOTAL</b>		\$541,521	\$452,871	\$587,066	\$605,910	\$497,570

## SUMMARY OF CAPITAL PROJECTS FOR PARKS AND RECREATION 2022-2026

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
<b>Gaylord Perry Park</b>								
Gym Floor	2	\$83,000	\$85,075	\$0	\$85,075	\$0	\$0	\$0
Gym Exterior Door Replacement	2	\$10,700	\$10,968	\$0	\$10,968	\$0	\$0	\$0
<b>Godwin Coppage Park</b>								
Concrete Slab under bleachers	2	\$7,500	\$6,000	\$6,000	\$0	\$0	\$0	\$0
<b>Trucks</b>								
Trucks	2	\$26,000	\$28,699	\$0	\$28,699	\$0	\$0	\$0
<b>Maintenance Equipment</b>								
Rotary Mower	2	\$15,000	\$16,153	\$0	\$0	\$16,153	\$0	\$0
Ballfield Machine/Bunker Rake	2	\$12,000	\$16,139	\$0	\$0	\$0	\$16,139	\$0
Gator	2	\$11,000	\$14,433	\$0	\$0	\$0	\$0	\$14,433
<b>TOTAL EXPENDITURES</b>		<b>\$165,200</b>	<b>\$177,467</b>	<b>\$6,000</b>	<b>\$124,742</b>	<b>\$16,153</b>	<b>\$16,139</b>	<b>\$14,433</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing				\$0	\$28,699	\$0	\$0	\$0
Lease Purchase								
General Fund Op. Revenues				\$6,000	\$96,043	\$16,153	\$16,139	\$14,433
Water/Sewer Op. Revenues								
Grants				\$0	\$0	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
Fund Balance								
Capital Project Ordinance								
<b>Total Funding</b>				<b>\$6,000</b>	<b>\$124,742</b>	<b>\$16,153</b>	<b>\$16,139</b>	<b>\$14,433</b>

# 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: 2021-2022**

**Fund: 10 Name: GENERAL FUND**

**Dept 5600 Name: STREET DEPARTMENT**

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5600-0200	REGULAR SALARIES	\$203,501	\$204,198	\$216,805	\$220,888	\$220,888
10-5600-0300	TEMPORARY SALARIES	\$1,888	\$555	\$2,000	\$2,000	\$2,000
10-5600-0500	FICA TAX	\$15,603	\$14,612	\$16,739	\$17,051	\$17,051
10-5600-0600	GROUP INSURANCE	\$34,024	\$32,408	\$42,830	\$50,487	\$50,487
10-5600-0700	RETIREMENT	\$16,435	\$18,409	\$23,807	\$27,071	\$27,071
10-5600-0900	PROFESSIONAL SERVICES	\$84	\$49	\$200	\$200	\$200
10-5600-1000	EMPLOYEE TRAINING	\$0	\$156	\$1,200	\$1,200	\$1,200
10-5600-1100	TELEPHONE	\$747	\$1,408	\$795	\$750	\$750
10-5600-1200	POSTAGE	\$0	\$24	\$100	\$100	\$100
10-5600-1300	UTILITIES	\$128,127	\$136,044	\$135,000	\$135,000	\$135,000
10-5600-1400	TRAVEL	\$30	\$48	\$300	\$300	\$300
10-5600-1500	REPAIR BLDGS & GROUNDS	\$94	\$209	\$750	\$750	\$750
10-5600-1600	REPAIR EQUIPMENT	\$1,437	\$5,380	\$5,500	\$5,500	\$5,500
10-5600-2100	EQUIPMENT RENTS/LEASES	\$0	\$0	\$2,500	\$2,500	\$2,500
10-5600-2600	ADVERTISING	\$0	\$0	\$100	\$100	\$100
10-5600-3100	AUTOMOTIVE SUPPLIES	\$7,550	\$5,510	\$7,000	\$7,000	\$7,000
10-5600-3300	DEPARTMENT SUPPLIES	\$5,244	\$2,809	\$4,000	\$4,000	\$4,000
10-5600-3302	STAMPEDE - STREET	\$0	\$484	\$1,000	\$1,000	\$1,000
10-5600-3400	BANK CHARGES	\$245	\$261	\$300	\$300	\$300
10-5600-3600	UNIFORMS	\$3,968	\$3,144	\$4,500	\$4,500	\$4,500
10-5600-3900	POWELL B/EQUIP OPERATIONS	\$0	\$0	\$0		
10-5600-4500	CONTRACTED SERVICES	\$180	\$1,295	\$1,700	\$1,700	\$1,700
10-5600-5400	INSURANCE	\$13,406	\$23,359	\$13,924	\$14,789	\$14,789
10-5600-5700	MISCELLANEOUS	\$303	\$220	\$300	\$300	\$300
10-5600-5900	HURRICANE DORIAN	\$43	\$65	\$0		
10-5600-5950	COVID	\$0	\$44	\$0		
10-5600-7400	CAPITAL OUTLAY EQUIPMENT	\$0	\$0	\$0	\$698,654	\$0
10-5600-7401	SMALL EQUIPMENT	\$1,413	\$0	\$3,986	\$1,800	\$1,800
10-5600-9200	CONTINGENCY	\$0	\$0	\$0		
10-5600-9400	TRANSFER TO CAP PROJ FUND	\$0	\$0	\$0		
<b>TOTAL</b>		\$434,323	\$450,692	\$485,336	\$1,197,940	\$499,286

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name; GENERAL FUND

Dept 5800 Name: SANITATION DEPARTMENT

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5800-0200	REGULAR SALARIES	\$246,952	\$250,779	\$249,070	\$282,765	\$251,805
10-5800-0300	TEMPORARY SALARIES	\$1,841	\$749	\$2,000	\$3,000	\$2,000
10-5800-0500	FICA TAX	\$19,446	\$18,221	\$19,283	\$21,861	\$19,493
10-5800-0600	GROUP INSURANCE	\$52,406	\$63,240	\$69,487	\$82,332	\$82,332
10-5800-0700	RETIREMENT	\$19,925	\$22,675	\$27,408	\$34,703	\$28,920
10-5800-0900	PROFESSIONAL SERVICES	\$119	\$144	\$100	\$100	\$100
10-5800-1000	EMPLOYEE TRAINING	\$0	\$0	\$100	\$100	\$100
10-5800-1100	TELEPHONE	\$1,145	\$1,628	\$500	\$1,000	\$2,000
10-5800-1400	TRAVEL	\$40	\$79	\$100	\$100	\$100
10-5800-1500	REPAIR BLDGS & GROUNDS	\$1,151	\$0	\$1,500	\$1,500	\$1,500
10-5800-1600	REPAIR EQUIPMENT	\$8,390	\$16,686	\$9,000	\$10,000	\$10,000
10-5800-2100	EQUIPMENT RENT,LEASE	\$0	\$0	\$100	\$100	\$100
10-5800-2600	ADVERTISING	\$33	\$60	\$200	\$200	\$200
10-5800-3100	AUTOMOTIVE SUPPLIES	\$26,576	\$28,045	\$23,000	\$23,000	\$22,000
10-5800-3300	DEPARTMENT SUPPLIES	\$2,196	\$2,122	\$1,700	\$2,250	\$2,250
10-5800-3301	MOSQUITO CONTROL	\$22	\$0	\$2,500	\$2,500	\$2,500
10-5800-3305	MARTIN COUNTY LANDFILL	\$23,799	\$39,172	\$15,000	\$25,000	\$25,000
10-5800-3400	BANK CHARGES	\$150	\$173	\$200	\$200	\$200
10-5800-3600	UNIFORMS	\$6,378	\$5,090	\$7,500	\$7,500	\$7,500
10-5800-3800	GARBAGE COLLECTION	\$395	\$351	\$750	\$1,200	\$1,200
10-5800-4500	CONTRACT SERVICES	\$337	\$799	\$1,500	\$1,500	\$1,500
10-5800-5400	INSURANCE	\$14,080	\$5,830	\$15,154	\$16,079	\$16,079
10-5800-5700	MISCELLANEOUS	\$409	\$187	\$300	\$300	\$300
10-5800-5900	HURRICANE DORIAN	\$21	\$0	\$0		
10-5800-5950	COVID	\$0	\$81	\$0		
10-5800-7400	CAPITAL OUTLAY EQUIPMENT	\$48,395	\$16,310	\$150,220	\$73,911	\$0
10-5800-7401	SMALL EQUIPMENT	\$282	\$0	\$0	\$0	\$0
10-5800-9200	CONTINGENCY	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>		\$474,487	\$472,420	\$596,672	\$591,201	\$477,179



**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATES-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 6400 Name: CEMETERY DEPARTMENT

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6400-0200	REGULAR SALARIES	60,089	51,516	62,875	64,073	68,522
10-6400-0300	TEMPORARY SALARIES	4,064	4,245	4,000	5,000	5,000
10-6400-0500	FICA TAX	5,095	4,053	5,192	5,284	5,624
10-6400-0600	GROUP INSURANCE	11,109	10,011	13,912	16,951	16,951
10-6400-0700	RETIREMENT	5,128	5,068	7,364	8,388	8,345
10-6400-0900	PROFESSIONAL SERVICES	-	-	200	500	500
10-6400-1100	TELEPHONE	434	433	400	400	400
10-6400-1300	UTILITIES	932	828	1,000	1,000	1,000
10-6400-1500	REPAIR BLDGS & GROUNDS	579	22	8,500	2,500	2,500
10-6400-1600	REPAIR EQUIPMENT	2,350	1,194	2,250	2,500	2,250
10-6400-3100	AUTOMOTIVE SUPPLIES	1,933	2,161	2,250	2,500	2,250
10-6400-3300	DEPARTMENT SUPPLIES	1,210	1,258	1,200	1,000	1,000
10-6400-3400	BANK CHARGES	38	43	80	80	80
10-6400-3500	ROOKS FUND EXPENSE	370	490	500	500	500
10-6400-3600	UNIFORMS	1,271	1,101	1,200	1,200	1,200
10-6400-5400	INSURANCE	3,028	7,293	2,808	2,965	2,965
10-6400-5700	MISCELLANEOUS	256	313	200	200	200
10-6400-5900	HURRICANE DORIAN	-	-	-		
	COVID	-	11	-		
10-6400-7200	CAP OUTLAY-LAND & BLDGS	-	-	-		
10-6400-7400	CAPITAL OUTLAY EQUIPMENT	5,299	-	-	12,923	12,923
10-6400-7401	SMALL EQUIPMENT	564	564	593	636	636
10-6400-9200	CONTINGENCY	-	-	-		
<b>TOTAL</b>		103,748	90,603	114,524	128,600	132,846

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 6500 Name: TOWN GARAGE

Account Number	Account Description	6/30/2019	6/30/2020	6/30/2021	2021/2022	
		Actual	Actual	Budget	Dept Request	Approved
10-6500-0200	REGULAR SALARIES	\$122,940	\$126,951	\$129,397	\$109,499	\$109,499
10-6500-0500	FICA TAX	\$8,667	\$8,210	\$9,899	\$8,377	\$8,377
10-6500-0600	GROUP INSURANCE	\$17,131	\$18,434	\$21,505	\$25,059	\$25,059
10-6500-0700	RETIREMENT	\$9,813	\$12,044	\$14,020	\$13,300	\$13,300
10-6500-0900	PROFESSIONAL SERVICES	\$147	\$147	\$200	\$200	\$200
10-6500-1000	EMPLOYEE TRAINING	\$70	\$0	\$200	\$200	\$200
10-6500-1100	TELEPHONE	\$319	\$224	\$350	\$350	\$350
10-6500-1300	UTILITIES	\$2,038	\$2,433	\$3,000	\$3,000	\$3,000
10-6500-1500	REPAIR BLDGS & GROUNDS	\$2,112	\$603	\$1,500	\$4,550	\$4,000
10-6500-1600	REPAIR EQUIPMENT	\$4,858	\$2,861	\$2,500	\$2,500	\$2,250
10-6500-2100	LEASES	\$0	\$1,037	\$400	\$400	\$400
10-6500-3100	AUTOMOTIVE SUPPLIES	\$810	\$802	\$1,400	\$1,400	\$1,200
10-6500-3300	DEPARTMENT SUPPLIES	\$3,282	\$2,614	\$2,750	\$2,750	\$2,750
10-6500-3400	BANK CHARGES	\$77	\$82	\$200	\$200	\$200
10-6500-3600	UNIFORMS	\$1,717	\$1,167	\$2,810	\$2,810	\$2,810
10-6500-3800	GARBAGE COLLECTION	\$1,502	\$1,542	\$1,600	\$2,200	\$2,000
10-6500-4500	CONTRACTED SERVICES	\$3,667	\$3,204	\$6,000	\$6,000	\$4,000
10-6500-5400	INSURANCE	\$4,243	\$3,995	\$4,617	\$4,893	\$4,893
10-6500-5700	MISCELLANEOUS	\$45	\$36	\$200	\$200	\$200
10-6500-7400	CAPITAL OUTLAY EQUIPMENT	\$11,090	\$5,733	\$0	\$14,600	
10-6500-7401	SMALL EQUIPMENT	\$2,260	\$894	\$5,650	\$1,800	\$1,800
10-6500-9200	CONTINGENCY	\$0	\$0	\$0		
<b>TOTAL</b>		\$196,854	\$193,037	\$208,198	\$204,288	\$186,488

**CAPITAL PROJECTS FOR PUBLIC WORKS DEPARTMENT  
2022-2026**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
<b>Streets</b>								
Skewarkee Drainage Watershed Imprvmt - Diversion Ditch	1	\$443,000	\$526,588	\$0	\$526,588	\$0	\$0	\$0
Skewarkee Drainage Watershed Impvmt- Upstream of Brownlow	1	\$176,000	\$189,533	\$0	\$189,533	\$0	\$0	\$0
<b>Sanitation</b>								
Leaf Machines	2	\$55,000	\$115,710	\$0	\$55,000	\$0	\$60,710	\$0
Dump Truck	3	\$52,000	\$114,832	\$0	\$55,998	\$0	\$58,833	\$0
Leaf Collector Box	2	\$18,000	\$18,911	\$0	\$18,911	\$0	\$0	\$0
<b>Cemetery</b>								
Cemetery Mowers	2	\$12,923	\$12,923	\$12,923	\$0	\$0	\$0	\$0
Cemetery Dump Truck	2	\$59,000	\$65,125	\$0	\$65,125	\$0	\$0	\$0
<b>Garage</b>								
Gas Pumps/Equipment	2	\$13,660	\$15,078	\$0	\$15,078	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$954,583</b>	<b>\$1,058,699</b>	<b>\$12,923</b>	<b>\$926,233</b>	<b>\$0</b>	<b>\$119,543</b>	<b>\$0</b>
<b>Revenue Source</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing				\$0	\$0	\$0	\$0	\$0
Lease Purchase				\$0	\$0	\$0	\$0	\$0
General Fund Op. Revenues				\$12,923	\$210,113	\$0	\$119,543	\$0
Water/Sewer Op. Revenues				\$0	\$0	\$0	\$0	\$0
Grants				\$0	\$716,121	\$0	\$0	\$0
Powell Bill Funds				\$0	\$0	\$0	\$0	\$0
Grant/Loan - USDA								
Enterprise 2 Fund								
<b>Total Funding</b>				<b>\$12,923</b>	<b>\$926,233</b>	<b>\$0</b>	<b>\$119,543</b>	<b>\$0</b>

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATES-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 5200 Name: DEBT SERVICE

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5200-9700	DEBT RET 2021 - EMS REMOUNT	-	-	-	29,054	29,054
10-5200-9701	DEBT RET 2011 -- POLICE CARS	78,112	-	-	-	-
10-5200-9702	DEBT RET 2021-POLICE DEPT-ORIG	-	-	-	31,301	31,301
10-5200-9703	DEBT RET 2021-POLICE DEPT-SUB	-	-	-	4,905	4,905
10-5200-9704	DEBT RET 2021 - FIRE DEPT-ORIG	-	-	-	25,615	25,615
10-5200-9705	DEBT RET 2021 - FIRE DEPT-SUB	-	-	-	6,415	6,415
10-5200-9706	DEBT RET 2016 - CHIPPER	-	-	-	-	-
10-5200-9707	DEBT RET 2018---POLICE CARS	72,665	-	-	-	-
10-5200-9708	DEBT RET 2019 - POLICE CARS	-	-	-	-	-
10-5200-9709	DEBT RETIREMENT-FIRE TRUCK 2019	-	94,233	94,233	94,233	94,233
10-5200-9750	INTEREST 2021 - EMS REMOUNT	-	-	-	1,355	1,355
10-5200-9751	INTEREST 2011 --POLICE CARS	-	-	-	-	-
10-5200-9752	INTEREST 2021-POLICE DEPT-ORIG	-	-	-	44,915	44,915
10-5200-9753	INTEREST 2021-POLICE DEPT-SUB	-	-	-	7,037	7,037
10-5200-9754	INTEREST 2021 - FIRE DEPT-ORIG	-	-	-	36,755	36,755
10-5200-9755	INTEREST 2021 - FIRE DEPT-SUB	-	-	-	9,204	9,204
10-5200-9756	INTEREST 2016 - CHIPPER	-	-	-	-	-
10-5200-9757	INTEREST 2018---POLICE CARS	2,233	-	-	-	-
10-5200-9758	INTEREST 2019 - POLICE CARS	841	-	-	-	-
10-5200-9759	INTEREST - FIRE TRUCK 2019	-	18,488	15,408	12,326	12,326
10-5200-9800	DEBT RET 2011 -- -AMBULANCE	-	-	-	-	-
10-5200-9801	DEBT RETIREMENT - EMS REMOUNT	-	28,446	28,447	28,447	28,447
10-5200-9850	INTEREST 2011 -- AMBULANCE	-	-	-	-	-
10-5200-9851	INTEREST - EMS REMOUNT 2019	-	2,535	1,690	845	845
10-5200-9900	DEBT RET 2010 -- KNUCKLE BOOM	-	-	-	-	-
10-5200-9910	DEBT RETIREMENT-FIRE TANKER	-	-	-	-	-
10-5200-9911	INTEREST 2013	-	-	-	-	-
10-5200-9950	INTEREST 2010 -- KNUCKLE BOOM	-	-	-	-	-
10-5200-9960	DEBT RETIREMENT-MISC INSTALL	-	-	22,614	22,614	22,614
10-5200-9970	INTEREST-MISC INSTALL	3,618	3,166	2,714	2,262	2,262
10-5200-9980	DEBT RETIREMENT - MISC INSTALL	-	-	-	-	-
10-5200-9990	DEBT RETIREMENT-ANNEXATION	-	-	-	-	-
<b>TOTAL</b>		157,469	146,868	165,106	357,283	357,283

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 5000 Name: PUBLIC BUILDINGS

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5000-0200	REGULAR SALARIES	\$13,928	\$13,533	\$14,079	\$14,430	\$14,430
10-5000-0500	FICA TAX	\$1,108	\$988	\$1,077	\$1,104	\$1,104
10-5000-0600	GROUP INSURANCE	\$0	\$0	\$0	\$0	\$0
10-5000-0700	RETIREMENT	\$0	\$0	\$0	\$0	\$0
10-5000-1300	UTILITIES	\$13,042	\$11,070	\$13,000	\$13,000	\$13,000
10-5000-1500	REPAIR BLDGS & GROUNDS	\$3,304	\$3,889	\$4,500	\$6,000	\$6,000
10-5000-1600	REPAIR EQUIPMENT	\$0	\$2,124	\$500	\$2,000	\$2,000
10-5000-3300	DEPARTMENT SUPPLIES	\$3,578	\$2,996	\$3,000	\$4,000	\$4,000
10-5000-3400	BANK CHARGES	\$44	\$47	\$100	\$100	\$100
10-5000-3600	UNIFORMS	\$0	\$0	\$0		
10-5000-3800	GARBAGE	\$1,710	\$2,257	\$2,000	\$2,000	\$2,000
10-5000-4500	CONTRACT SERVICES	\$0	\$0	\$0		
10-5000-5400	INSURANCE	\$8,110	\$6,757	\$7,635	\$8,131	\$8,131
10-5000-5700	MISCELLANEOUS	\$0	\$0	\$0		
10-5000-5900	HURRICANE DORIAN	\$0	\$0	\$0		
10-5000-5950	COVID	\$0	\$295	\$0		
10-5000-7200	CAPITAL OUTLAY BUILDINGS	\$0	\$0	\$0		
10-5000-7400	CAPITAL OUTLAY EQUIPMENT	\$0	\$0	\$0	\$47,533	\$0
10-5000-7401	SMALL EQUIPMENT	\$381	\$0	\$200	\$500	\$357
10-5000-9200	CONTINGENCY	\$0	\$0	\$0		
<b>TOTAL</b>		\$45,206	\$43,955	\$46,091	\$98,798	\$51,122

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATE-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 6300 Name: CULTURAL DEPARTMENT

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6300-1010	MARTIN MEMORIAL LIBRARY	\$102,000	\$102,000	\$102,000	\$104,348	\$102,000
10-6300-1016	STAMPEDE FESTIVAL	\$9,951	\$9,457	\$9,000	\$9,000	\$9,000
10-6300-1020	CHRISTMAS DECORATIONS	\$0	\$2,706	\$3,000	\$3,000	\$3,000
10-6300-1030	CHRISTMAS PARADE	\$3,408	\$3,631	\$3,500	\$3,500	\$3,500
10-6300-1040	CHRISTMAS TREE LIGHTS	\$1,348	\$310	\$500	\$500	\$500
10-6300-1050	SUSTAINABLE COMMUNITIES	\$500	\$0	\$500	\$500	\$500
10-6300-7400	MAINTENANCE--CHRISTMAS D	\$0	\$182	\$500	\$500	\$500
10-6300-9200	CONTINGENCY	\$0	\$0	\$0	\$0	
<b>TOTAL</b>		\$117,207	\$118,285	\$119,000	\$121,348	\$119,000

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATES-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 10 Name: GENERAL FUND

Dept 6600 Name: ECONOMIC & PHYSICAL DEVELOPMENT

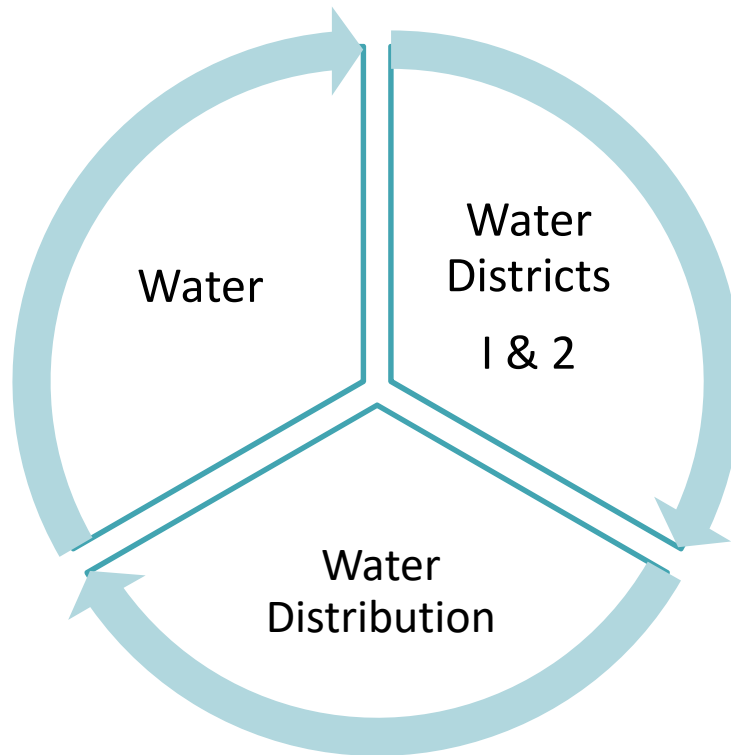
Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6600-0970	MARTIN CO ARTS COUNCIL	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
10-6600-0990	WILLIAMSTON DOWNTOWN	\$4,984	\$1,979	\$5,000	\$5,000	\$5,000
10-6600-0991	WMSTN DOWNTOWN,INC FAC	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
10-6600-1000	WILLIAMSTON BEAUTIFICATION	\$222	\$0	\$2,000	\$2,000	\$2,000
10-6600-1010	AUDOBON SOCIETY/NC STATE	\$0	\$0	\$0	\$0	\$0
10-6600-1040	HWY 17 ASSOCIATION	\$2,500	\$2,500	\$3,000	\$2,500	\$2,500
10-6600-1050	MID EAST COMMISSION	\$1,777	\$1,777	\$1,800	\$1,777	\$1,777
10-6600-1060	N C RURAL ECONOMIC CENTER	\$0	\$0	\$0	\$0	\$0
10-6600-1070	MARTIN COUNTY HISTORICAL S	\$2,000	\$0	\$1,000	\$1,000	\$1,000
10-6600-5300	INSTITUTE OF GOVERNMENT	\$700	\$699	\$700	\$719	\$719
10-6600-5302	MARTIN COUNTY CHAMBER	\$715	\$715	\$3,215	\$2,500	\$2,500
10-6600-5303	COMMITTEE OF 100	\$500	\$500	\$500	\$500	\$500
10-6600-5304	NCLM	\$6,456	\$6,351	\$6,500	\$6,500	\$6,500
10-6600-5305	LOCAL GOVERNMENT COMMIS	\$0	\$0	\$0	\$0	\$0
10-6600-5400	ROANOKE RIVER PARTNERS	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
10-6600-5410	ROANOKE RIVER BASIN	\$0	\$0	\$0	\$0	\$0
10-6600-5420	BOYS & GIRLS CLUB	\$15,000	\$15,000	\$15,000	\$20,000	\$15,000
10-6600-6601	COMMITTEE OF 1000	\$0	\$0	\$0	\$0	
10-6600-7000	RETIREE FRINGE BENEFITS	\$127,183	\$135,642	\$114,709	\$118,181	\$118,181
10-6600-9200	CONTINGENCY	\$0	\$0	\$0		
10-6600-9900	TRNSFR TO CAP PROJECTS FUN	\$100,000	\$122,957	\$310,000		
10-6600-9950	TRANSFER TO POLICE AND FIRE	\$0	\$0	\$145,223		
<b>TOTAL</b>		\$276,536	\$302,620	\$623,147	\$175,177	\$170,177

# ENTERPRISE FUND

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



# WATER



## Mission Statement

*“Provide system that will allow for complete and efficient 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: 2021-2022  
Fund: 30 Name; ENTERPRISE (WATER / SEWER) FUND  
Dept 8100 Name: WATER DEPARTMENT

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8100-0100	ADMINISTRATION EXPENSE	345,134	353,466	369,715	374,759	374,759
30-8100-0200	REGULAR SALARIES	222,343	220,150	229,825	235,419	235,419
30-8100-0300	TEMPORARY SALARIES	8,302	7,811	10,000	15,000	10,000
30-8100-0500	FICA TAX	17,799	16,740	18,729	19,157	19,157
30-8100-0600	GROUP INSURANCE	28,764	30,720	35,943	41,962	41,962
30-8100-0601	RETIREE -- FRINGE BENEFITS	25,316	21,290	1,368	1,356	1,356
30-8100-0700	RETIREMENT	18,207	21,469	26,610	30,411	30,411
30-8100-0900	PROFESSIONAL SERVICES	14,039	3,327	9,337	9,337	9,337
30-8100-1000	EMPLOYEE TRAINING	1,127	2,416	4,000	4,000	4,000
30-8100-1100	TELEPHONE	3,962	3,897	3,750	3,750	3,750
30-8100-1200	POSTAGE	3,578	3,551	5,000	5,000	5,000
30-8100-1300	UTILITIES	17,721	18,348	20,000	20,000	20,000
30-8100-1400	TRAVEL	100	55	200	100	100
30-8100-1500	REPAIR BLDGS & GROUNDS	4,104	74	7,500	7,500	7,500
30-8100-1600	REPAIR EQUIPMENT	8,566	6,866	17,500	17,500	17,500
30-8100-2100	EQUIPMENT RENT,LEASES	-	-	200	200	200
30-8100-2600	ADVERTISING	1,050	525	400	400	400
30-8100-3100	AUTOMOTIVE SUPPLIES	18,587	14,293	16,000	16,000	16,000
30-8100-3200	OFFICE SUPPLIES	-	275	250	250	250
30-8100-3300	DEPARTMENT SUPPLIES	26,033	30,550	9,400	90,000	90,000
30-8100-3400	BANK ANALYSIS CHARGES	477	508	646	646	645
30-8100-3800	GARBAGE COLLECTION	-	-	-		
30-8100-4500	CONTRACTED SERVICES	61,291	61,155	75,000	75,000	75,000
30-8100-5300	DUES	3,160	3,369	4,500	4,500	4,500
30-8100-5400	INSURANCE	17,177	19,027	16,725	17,766	17,766
30-8100-5700	MISCELLANEOUS	37	28	500	500	500
30-8100-5805	BAD DEBT	9,019	7,178	10,000		
30-8100-5900	HURRICANE DORIAN	86	-	-		
30-8100-5950	COVID	-	37	-		
30-8100-7200	CAPITAL OUTLAY - BUILDINGS	-	-	-		
30-8100-7400	CAPITAL OUTLAY EQUIPMENT	-	120,050	81,056	143,718	60,710
30-8100-7401	SMALL EQUIPMENT	5,157	46,195	48,725		
30-8100-7600	CAPITAL OUTLAY - LINES	-	-	-		
30-8100-7700	REPAIR LINES	9,800	7,000	2,500	10,000	6,105
30-8100-7750	REPAIR/REPLACE FIRE HYDRANT	336	10,705	10,000	10,000	10,000
30-8100-7800	WA AUTHORITY CR PURCHASE	-	-	-		
30-8100-8100	PRINCIPAL - ANNEXATION	-	-	-		
30-8100-8110	PRINCIPAL - SCADA	62,553	62,553	62,553	62,553	62,553
30-8100-9400	TRANSFER TO CAP PROJ FUND	3,660	-	-	300,000	
30-8100-9500	WATER AUTHORITY PURCHASE	1,216,309	1,185,930	1,190,759	1,170,733	1,170,733
30-8100-9501	TRANS TO WA AUTHORITY RE	-	-	-		
<b>TOTAL</b>		2,157,121	2,282,548	2,293,191	2,692,017	2,300,113

TOWN OF WILLIAMSTON  
ANNUAL BUDGET ESTIMATES-EXPENDITURES  
Fiscal Year: 2021-2022  
Fund: 30 Name: ENTERPRISE (WATER / SEWER) FUND  
Dept 8110 Name: WATER DISTRICT I

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8110-8900	WATER SERVICE FEES	-	-	-	-	
30-8110-9100	MC DEBT SERVICE	19,100	20,055	42,991	43,106	43,106
30-8110-9150	MC DEBT SERVICE INTERST	23,547	22,783	-	-	
<b>TOTAL</b>		42,647	42,838	42,991	43,106	43,106

TOWN OF WILLIAMSTON  
ANNUAL BUDGET ESTIMATES-EXPENDITURES  
Fiscal Year: 2021-2022

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

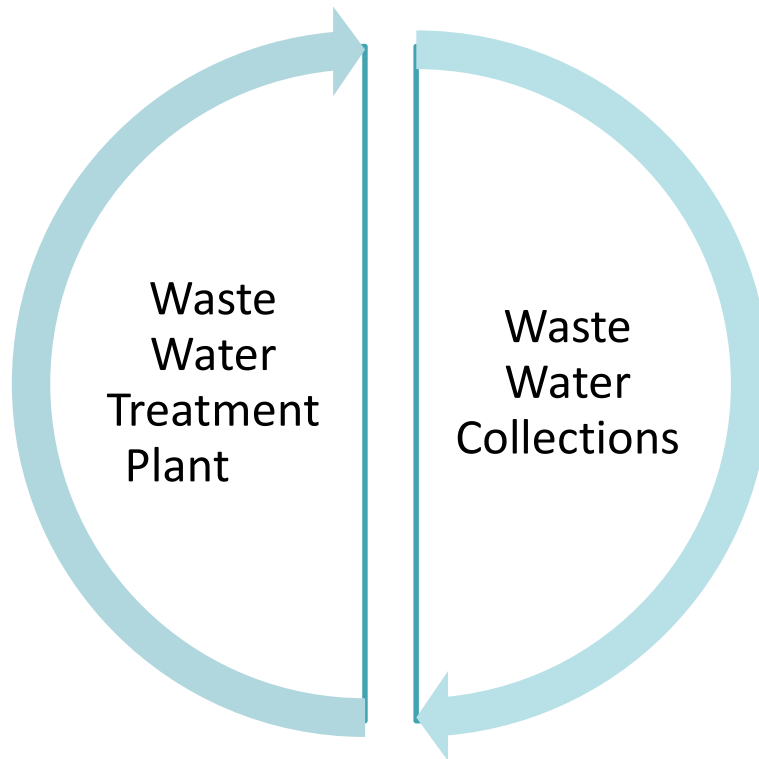
Dept 8111 Name: WATER DISTRICT II

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8111-8900	WATER SERVICE FEES	-	-	-		
30-8111-9100	MC DEBT SERVICE	45,977	48,976	124,366	124,449	124,449
30-8111-9150	MC DEBT SERVICE INTEREST	78,054	77,397	-		
<b>TOTAL</b>		124,031	126,372	124,366	124,449	124,449

## SUMMARY OF CAPITAL PROJECTS FOR WATER DEPARTMENT 2022-2026

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Water Dept P/U Trucks	2	\$32,476	\$86,288	\$0	\$42,611	\$0	\$43,677	\$0
1 Ton Dump Truck	2	\$55,000	\$60,710	\$60,710	\$0	\$0	\$0	\$0
New Primary Water Supply Transmission Main	1	\$1,903,000	\$2,262,069	\$0	\$2,262,069	\$0	\$0	\$0
Water System Trans.Main-Elm Street	2	\$612,000	\$709,732	\$0	\$709,732	\$0	\$0	\$0
Water System Trans Main-Medical Dr to Main	2	\$404,000	\$517,154	\$0	\$517,154	\$0	\$0	\$0
Water System Trans Main - Factory St to Econo Lodge	2	\$121,000	\$147,427	\$0	\$147,427	\$0	\$0	\$0
Water System Fireflow Imprv-Northeast Loop	2	\$632,000	\$770,031	\$0	\$770,031	\$0	\$0	\$0
Water System Fireflow Imprv-US 64 Alt & Park Dr	2	\$181,000	\$226,044	\$0	\$226,044	\$0	\$0	\$0
Water System Fireflow Improv-Skinner St	2	\$184,000	\$224,186	\$0	\$224,186	\$0	\$0	\$0
Water System Fireflow Improv-SMG	2	\$58,000	\$70,667	\$0	\$70,667	\$0	\$0	\$0
Water System Fireflow Improv-Bob Martin Center	2	\$1,097,000	\$1,336,588	\$0	\$1,336,588	\$0	\$0	\$0
Back Hoe	2	\$110,000	\$121,419	\$0	\$121,419	\$0	\$0	\$0
Trash Pump	2	\$7,000	\$7,538	\$0	\$7,538	\$0	\$0	\$0
Auto Read Meters	2	\$40,000	\$87,228	\$0	\$43,076	\$44,153	\$0	\$0
Software Installation for New Auto Read Meters	2	\$23,157	\$18,248	\$0	\$18,248	\$0	\$0	\$0
Meter Reading Devices for Auto-Read Meters	2	\$23,157	\$17,769	\$0	\$17,769	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$5,482,790</b>	<b>\$6,663,099</b>	<b>\$60,710</b>	<b>\$6,514,560</b>	<b>\$44,153</b>	<b>\$43,677</b>	<b>\$0</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing								
Lease Purchase								
General Fund Op. Revenues								
Water/Sewer Op. Revenues				60,710	250,661	44,153	43,677	-
Grants				-	2,556,849	-	-	-
Powell Bill Funds								
Retained Earnings				-	3,707,050	-	-	-
Grant/Loan								
<b>Total Funding</b>				<b>\$60,710</b>	<b>\$6,514,560</b>	<b>\$44,153</b>	<b>\$43,677</b>	<b>\$0</b>

# SEWER



## **Mission Statement**

*"To plan, evaluate and implement programs and procedures that provide for the safe collection and treatment of all wastewater and to discharge an effluent that meets all local, state and federal requirements and/or limits. "*

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATES-EXPENDITURES**  
Fiscal Year: 2021-2022

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

**Dept 8200 Name: SEWER DEPARTMENT**

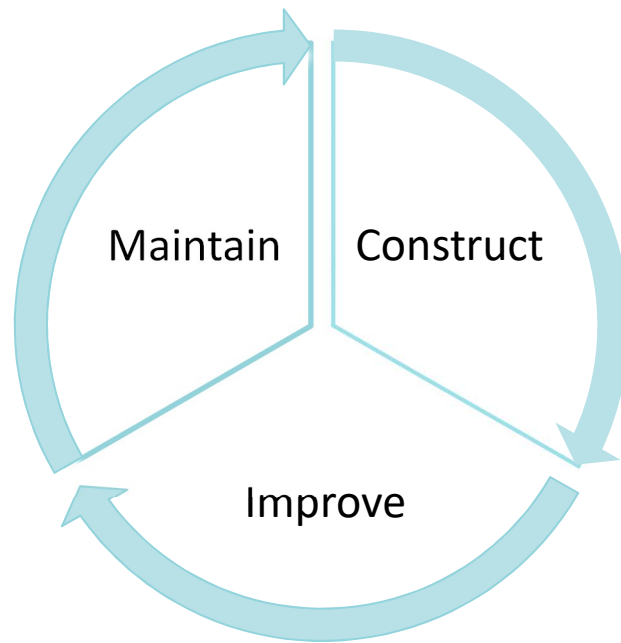
Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8200-0100	ADMINISTRATION EXPENSE	291,547	298,565	313,524	314,817	314,817
30-8200-0200	REGULAR SALARIES	271,336	269,751	279,015	286,155	286,155
30-8200-0300	TEMPORARY SALARIES	9,644	6,538	7,500	7,500	7,500
30-8200-0500	FICA TAX	21,653	19,590	21,918	22,465	22,465
30-8200-0600	GROUP INSURANCE	39,332	42,059	50,862	56,241	56,241
30-8200-0601	RETIREE -- FRINGE BENEFITS	20,000	25,807	6,839	8,088	8,088
30-8200-0700	RETIREMENT	22,244	24,509	31,168	35,663	35,663
30-8200-0900	PROFESSIONAL SERVICES	14,494	7,363	10,000	10,000	10,000
30-8200-1000	EMPLOYEE TRAINING	2,857	2,090	3,500	3,500	3,500
30-8200-1100	TELEPHONE	3,518	3,516	2,900	3,000	3,000
30-8200-1200	POSTAGE	7,827	8,023	4,500	4,500	4,500
30-8200-1300	UTILITIES	114,417	128,980	110,000	110,000	110,000
30-8200-1400	TRAVEL	70	80	400	400	400
30-8200-1500	REPAIR BLDGS & GROUNDS	125	786	5,000	5,000	5,000
30-8200-1600	REPAIR EQUIPMENT	87,871	59,472	99,400	79,000	79,000
30-8200-2100	EQUIPMENT RENT,LEASE	1,959	-	5,000	5,000	5,000
30-8200-2600	ADVERTISING	118	83	500	500	500
30-8200-3100	AUTOMOTIVE SUPPLIES	6,280	7,453	9,000	9,000	9,000
30-8200-3200	OFFICE SUPPLIES	-	190	400	400	400
30-8200-3300	DEPARTMENT SUPPLIES	31,316	26,028	8,000	8,000	8,000
30-8200-3302	LAB SUPPLIES	7,068	6,763	7,000	7,000	7,000
30-8200-3305	CHEMICAL SUPPLIES	-	-	18,000	18,000	18,000
30-8200-3400	BANK ANALYSIS CHARGES	852	907	1,060	1,060	1,060
30-8200-3600	UNIFORMS	4,661	3,584	6,000	6,000	6,000
30-8200-3800	GARBAGE COLLECTION	1,450	1,073	1,500	1,500	1,500
30-8200-4500	CONTRACTED SERVICES	53,491	52,953	77,500	77,500	77,500
30-8200-5300	DUES	9,609	9,115	9,000	9,000	9,000
30-8200-5400	INSURANCE	30,094	25,989	29,183	30,984	30,984
30-8200-5700	MISCELLANEOUS	445	39	300	300	300
30-8200-5805	BAD DEBT	20,903	16,749	30,000		
30-8200-5900	HURRICANE DORIAN	107	-	-		
30-8200-5950	COVID	-	37	-		
30-8200-7400	CAPITAL OUTLAY EQUIPMENT	-	30,181	185,502	232,425	412,427
30-8200-7401	SMALL EQUIPMENT	-	3,136	-		
30-8200-7700	SEWER LINE REPAIRS	-	-	20,000	20,000	10,000
30-8200-8100	BOND/LOAN PRINCIPAL	308,275	308,275	308,275		
30-8200-8110	PRINCIPAL - I & I SEWER REHAB	-	-	-		
30-8200-8200	BOND/LOAN INTEREST	24,045	16,030	8,016		
30-8200-8500	PRIN & INTEREST I & I SEWER IMPRO	52,065	52,065	52,066	52,066	52,066
30-8200-8600	CAPITAL IMPROVEMENT RESERVE	-	-	-		
30-8200-8700	PRIN - ANNEXATION SEWER	124,494	182,508	182,509	182,509	182,509
30-8200-8750	INTEREST - ANNEXATION SEWER	65,318	34,513	53,731	50,373	50,373
30-8200-9200	CONTINGENCY 3%	-	-	-		
30-8200-9400	TRANS TO CAP PROJ FUND	-43,835	-	-		
30-8200-9450	TRANS TO GF-SKINNER 2012	-	-	-		
<b>TOTAL</b>		1,605,653	1,674,800	1,959,068	1,657,946	1,827,948

## CAPITAL PROJECTS FOR SEWER DEPARTMENT 2022-2026

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Sewer Dept P/U Truck	2	\$81,116	\$84,235	\$40,558	\$0	\$43,677	\$0	\$0
Sewer Jet Cleaner	1	\$77,000	\$82,921	\$82,921	\$0	\$0	\$0	\$0
BLUE FROG Wastewater Aerators & Controls	3	\$168,056	\$185,502	\$185,502	\$0	\$0	\$0	\$0
Sewer Camera Replacement	2	\$65,000	\$66,625	\$66,625	\$0	\$0	\$0	\$0
Influent Pump Station Controls	2	\$22,000	\$22,000	\$0	\$22,000	\$0	\$0	\$0
Mower	2	\$7,832	\$7,832	\$7,832	\$0	\$0	\$0	\$0
Coastal Lift Station Pumps	1	\$28,989	\$28,989	\$28,989	\$0	\$0	\$0	\$0
WWTP Building Floor Resurfacing	2	\$5,525	\$0	\$0	\$0	\$0	\$0	\$0
Skewarkee Sewer Interceptor	2	\$6,230,500	\$6,386,263	\$0	\$6,386,263	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$81,116</b>	<b>\$441,282</b>	<b>\$412,427</b>	<b>\$6,408,263</b>	<b>\$43,677</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>				<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
Installment Financing				\$185,502	\$6,408,263	\$43,677		
Lease Purchase								
General Fund Op. Revenues								
Water/Sewer Op. Revenues				\$226,925	\$0	\$0	\$0	\$0
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan				\$0	\$0	\$0	\$0	\$0
<b>Total Funding</b>				<b>\$412,427</b>	<b>\$6,408,263</b>	<b>\$43,677</b>	<b>\$0</b>	<b>\$0</b>



# POWELL BILL



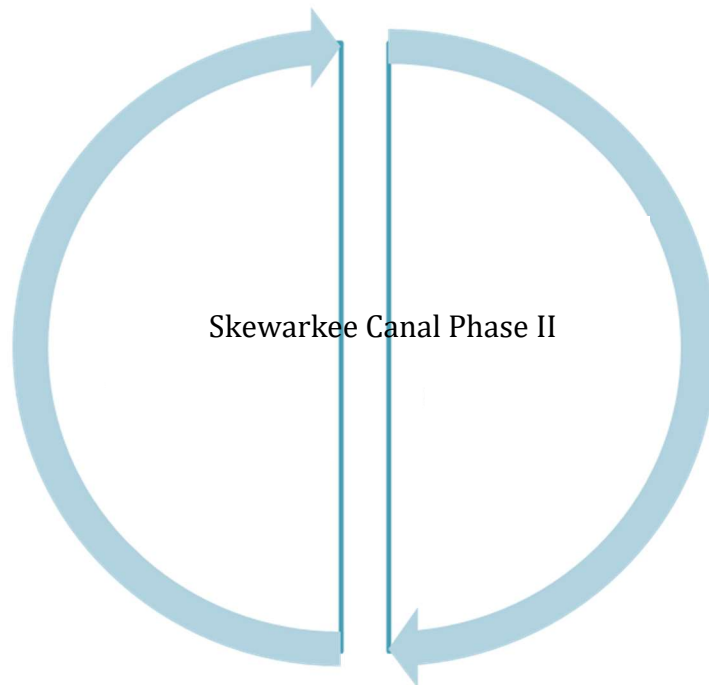
*Powell Bill funds are distributed to cities and towns to assist them in maintaining, constructing, reconstructing, repairing and improving streets or public thoroughfares, bikeways, greenways, and sidewalks within their corporate limits (G. S. 136-41.1 through 41.4).*

**TOWN OF WILLIAMSTON**  
**ANNUAL BUDGET ESTIMATES-EXPENDITURES**  
Fiscal Year: 2021-2022

Fund: 15 Name: POWELL BILL FUND

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
15-5600-3700	POWELL BILL SERVICES	\$45,545	\$17,521	\$43,098	\$20,000	\$20,000
15-5600-3800	POWELL BILL - PROJECT	\$85,447	\$85,082	\$110,799	\$25,000	\$25,000
15-5600-3900	POWELL BILL - EQUIPMENT/OPERA	\$14,734	\$7,775	\$234,000	\$6,698	\$6,698
15-5600-4000	LICENSE PLATE FEE - STREET	\$81,250	\$81,250	\$81,250	\$81,250	\$81,250
15-5600-4500	POWELL BILL-LOAN PRINCIPAL	\$38,750	\$38,750	\$38,750	\$38,750	\$38,750
15-5600-8100	LOAN INTEREST	\$8,298	\$6,216	\$4,152	\$2,076	\$2,076
15-5600-4500	STREET SWEEPER - LOAN PRINCIPAL				\$74,981	\$74,981
15-5600-8100	STREET SWEEPER - LOAN INTEREST				\$3,495	\$3,495
15-5600-9400	TRANSFER TO CAPITAL PROJECTS F	\$0	\$0	\$0		
<b>TOTAL</b>		\$274,024	\$236,594	\$512,049	\$252,250	\$252,250

# STORMWATER ENTERPRISE FUND



TOWN OF WILLIAMSTON  
ANNUAL BUDGET ESTIMATES-EXPENDITURES  
Fiscal Year: 2021-2022

Fund: 25 Name: STORMWATER ENTERPRISE FUND

Account		6/30/2019	6/30/2020	6/30/2021	2021/2022	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
25-5200-9100	STORM WATER DEBT PAYMENT	26,600	18,382	39,326	39,326	39,326
25-5200-9200	DEBT RESERVE	12,726	20,805	10,000	10,000	10,000
25-5200-9300	FUTURE PROJECT	-	-	674	674	674
25-5200-9400	UNCOLLECTIBLE - STORM WATER	-	-	5,000	5,000	5,000
<b>TOTAL</b>		39,326	39,188	55,000	55,000	55,000

## ANNUAL BUDGET ESTIMATES-EXPENDITURES

Fiscal Year: 2021-2022

## Summary of All Funds

<i>DESCRIPTION</i>	<i>2018/2019</i>	<i>2019/2020</i>	<i>2020/2021</i>	<i>2021/2022</i>
	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
TOWN BOARD	38,708	47,481	58,505	64,990
ADMINISTRATION	58,322	89,390	33,820	64,800
PLANNING	190,033	193,416	189,894	192,815
PUBLIC BUILDING	45,206	48,507	46,091	51,122
Police	1,652,120	1,702,628	1,826,529	1,928,845
DEBT SERVICE	157,469	196,503	165,106	357,283
FIRE	538,261	512,005	537,964	566,584
RRT	48,994	86,358	69,000	69,000
RESCUE	948,297	923,100	895,513	987,119
STREET	434,323	469,388	485,336	499,286
SANITATION	474,487	471,829	596,672	477,179
RECREATION	541,521	514,497	587,066	497,570
CULTURAL	117,207	119,000	119,000	119,000
CEMETERY	103,748	102,633	114,524	132,846
SHOP	196,854	206,157	208,198	186,488
ECONOMIC & PHYSICAL	276,536	135,713	377,924	170,177
<b>General Fund Total</b>	<b>5,822,087</b>	<b>5,818,605</b>	<b>6,311,142</b>	<b>6,365,104</b>
WATER	2,157,121	2,333,809	2,293,190	2,300,113
WATER DISTRICT #1	42,647	43,838	42,991	43,106
WATER DISTRICT #II	124,031	126,373	124,366	124,449
SEWER	1,605,653	1,729,094	1,959,069	1,827,948
<b>Enterprise Fund Total</b>	<b>3,929,451</b>	<b>4,233,114</b>	<b>4,419,616</b>	<b>4,295,616</b>
POWELL BILL	274,024	513,518	486,250	252,250
<b>Powell Bill Fund Total</b>	<b>274,024</b>	<b>513,518</b>	<b>486,250</b>	<b>252,250</b>
Stormwater	39,326	55,000	55,000	55,000
<b>Stormwater Fund</b>	<b>39,326</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>
<b>OPEB Trust Fund</b>	<b>67,183</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total - All Funds</b>	<b>10,132,071</b>	<b>10,620,237</b>	<b>11,272,008</b>	<b>10,967,970</b>

## NOTICE OF PUBLIC HEARING FOR ADOPTION OF BUDGET

# TOWN OF WILLIAMSTON NOTICE OF PUBLIC HEARING

## NOTICE OF PUBLIC HEARING FOR ADOPTION OF BUDGET

The proposed budget for the Town of Williamston for fiscal year 2021-2022 has been filed with the Board of Commissioners. A public hearing on the proposed budget will be held on the 26<sup>th</sup> of April, 2021 at 5:30 p.m. in the Assembly Room at the Town Hall. The proposed budget totals \$10,967,970 for FY 2021-2022, beginning July 1, 2021. It is available for public inspection in the office of the Town Clerk during regular business hours and on the Town's website, [www.townofwilliamston.com](http://www.townofwilliamston.com).

**If COVID-19 restrictions do not allow for public attendance, you may join the meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/360529277>

**You can also dial in using your phone.**

United States: [+1 \(872\) 240-3212](tel:+18722403212)

[Access Code: 360-529-277](tel:360529277)



ORDINANCE 2021-5  
TOWN OF WILLIAMSTON  
FY 2021-2022 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, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Town Board of Commissioners	\$ 64,990
Administration	\$ 64,800
Planning	192,815
Public Buildings	51,122
Police Department	1,928,845
Fire Department	566,584
Rescue/EMS Department	987,119
RRT Department	69,000
Street Department	499,286
Sanitation Department	477,179
Recreation Department	497,570
Cemetery	132,846
Garage	186,488
Cultural	119,000
Debt Retirement	357,283
Economic & Physical Development	170,177
	\$ 6,365,104

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Taxes and Licenses:

Current Year's Property Taxes	\$ 2,708,507
Other Ad Valorem Tax Revenue	930,870
Local Option Sales Tax	1,020,000
Hold Harmless Reimbursements	332,000
Payment in Lieu of Taxes	8,000
Other Taxes and Licenses	451,450

User Charges and Fees:

Recreation Activities	22,900
Cemetery Sales and Fees	65,000
EMS Service Charges	425,000
EMS Medicaid	75,000
Other Charges and Fees	23,000

Intergovernmental Payments:	
Total Government and Local Grants	272,277
Other Income:	
Investment Earnings	2,000
Miscellaneous	29,100
Fund Balance Appropriated:	
Undesignated Funds	<u>0</u>
	\$6,365,104

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, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore approved for the Town:

Water Operations	\$2,176,850
Sewer Operations	1,130,573
Capital Outlay	473,137
Debt Retirement	515,056
Reserve	-0-
Loans	-0-
Transfer from Other Funds	-0-
Contingencies	<u>-0-</u>
	\$ 4,295,616

Section 4. It is estimated that the following revenues will be available in the Enterprise Fund for the fiscal year beginning July 1, 2021, and ending on June 30, 2022:

Water Charges	\$2,453,000
Sewer Charges	1,571,000
Interest on Investments	6,000
Other Charges and Fees	56,000
Miscellaneous	1,500
Transfer from General Fund	22,614
Installment Financing	185,502
Undesignated Fund Balance	<u>-0-</u>
	\$ 4,295,616

Section 5. It is estimated that the following expense will be available in the Storm Water Fund for the fiscal year beginning July 1, 2021, and ending on June 30, 2022:

Uncollectible	5,000
Debt Reserve	10,000
Future Project	674
Debt Service Payment	\$39,326
	\$ 55,000

Section 6. It is estimated that the following revenue will be available in the Storm Water Fund for the fiscal year beginning July 1, 2021, and ending on June 30, 2022:

Storm Water Fees	\$55,000
	\$ 55,000



Section 7. It is estimated that the following expenses will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2021, and ending on June 30, 2022:

License Plate – Annexation Street Loan	\$ 81,250
Powell Bill – Annexation Street Loan	\$38,750
Powell Bill Interest – Annexation Street Loan	\$2,076
Powell Bill – Sweeper Loan & Interest	\$78,476
Powell Bill Services	\$20,000
Powell Bill Paving Projects	\$25,000
Powell Bill – Equipment/Operation	\$6,698
	\$ 252,250

Section 8. It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2021, and ending on June 30, 2022:

License Plate Tax	\$81,250
Powell Bill Revenue	\$165,000
Powell Bill Funds Investing Earnings	\$6,000
	\$252,250

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 26<sup>th</sup> day of April, 2021.

Mayor:

  
Clerk: 