



2020-2021 TOWN OF WILLIAMSTON BUDGET



**Annual Budget
Town of Williamston
North Carolina
Fiscal Year Beginning
July 1, 2020**

Recommended to the Town Board by the Town Administrator June 2, 2020
Adopted by the Town Board..... June 4, 2020

TOWN BOARD OF COMMISSIONERS

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

Staff

**John O'Daniel, Town Administrator
Daniel A. Manning, 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
Christina Craft, Town Clerk/Executive Assistant**

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May 18, 2020

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 2020 - 2021 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 \$11,272,008

General Fund	\$6,311,142
Water and Sewer Fund	\$4,419,616
Powell Bill	\$ 486,250
Storm Water	\$ 55,000

This reflects approximately \$516,000 increase in General Fund and \$186,500 increase in Water and Sewer fund. The Powell Bill Budget includes \$252,250 plus interest to satisfy the Street Sweeper Loan/ Fund Balance allocation and will use the remaining Powell Bill Fund allocation to do additional paving 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 15%
 - Current deductible \$5,500 with the Town reimbursing H S A so that the employee only pays \$2,250
- Local Government Employee Retirement contributions increased by 1.2%



- \$77,000 Fund Balance Appropriation for Park AC
 - Will only be spent if the town does not receive grant funding
- Funding for all debt services
- Purchase of 3 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, we will have set aside \$700,000 in a trust fund for the sole purpose of paying future OPEB liability. We plan to transfer an additional \$100,000 in the 2020 budget year to continue funding this future cost. We continue to pay OPEB for current retirees (approximately \$115,000) out of our annual operating budget.

For the Fiscal 2020 budget, the property tax rate will increase 10 cents, to 89-cents per \$100 valuation. We budgeted property tax revenue of \$ 3,404,035. This is an increase of \$349,865 over last year and anticipating a collection rate of approximately 92.468%. 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.

This year, the town is not using any of its fund balances to cover operating costs, but has budgeted fund balance (General Fund) to pay for the Gaylord Perry Park AC and Powell Bill (Fund Balance) for the purchase of a street sweeper. 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 2020/2021 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. As of the end of the 2019 Fiscal year, our fund balance in the General Fund was 68.2% of our annual expenditures which is equivalent to 8.2 months. Although this is above the LGC minimum our auditor has recommended we strive to keep our fund balance at current levels. This combined with our plans to use Fund Balance (General Fund) in future budgets to help pay for the new Police Department, Fire Department addition, and park improvements highlights the need to



protect and build Fund Balance every year. In addition, we have paid forward a couple of things:

- Fire Department Addition Required Contribution \$22,957
- Planning Department Computer \$1,000

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 2021 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 2016-2019 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 \$1,190,759. This is a \$4,829 increase from last year.

Due to increased operating costs MCRWASA has increased their water rates by \$0.10 per 1,000 gallons. To absorb this increase and to cover the MCRWASA fees due to the loss of Parkdale Mills a \$0.25 increase per 1,000 is proposed. We have agreed that major emergencies (line repairs) may warrant budget amendments.

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

There are relatively few out-of-town customers on sewer so this out-of-town rate does not affect the majority of Williamston out-of-town customers as most only utilize water.



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.

The 2020-2021 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,



John O'Daniel
Town Administrator / Budget Officer

MISSION STATEMENT FOR THE TOWN OF WILLIAMSTON

Mission Statement

Vision

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

Mission

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

Core Values

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

**INTRODUCTION
TO THE TOWN
OF
WILLIAMSTON
2020-2021
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 30th, the Town Board meets to review and discuss the Proposed Budget. In accordance with the Budget and Fiscal Control Act, the Town Board holds a

public hearing on the Proposed Budget prior to the adoption of the budget ordinance, generally in the evening on the first Monday in June.

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

Implementation

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

CIP Overview

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

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

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

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

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

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

component of the annual budget for the upcoming fiscal year.

Amending the Budget

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

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

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

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

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

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

Budget Guide

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

Profile of the Town of Williamston

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

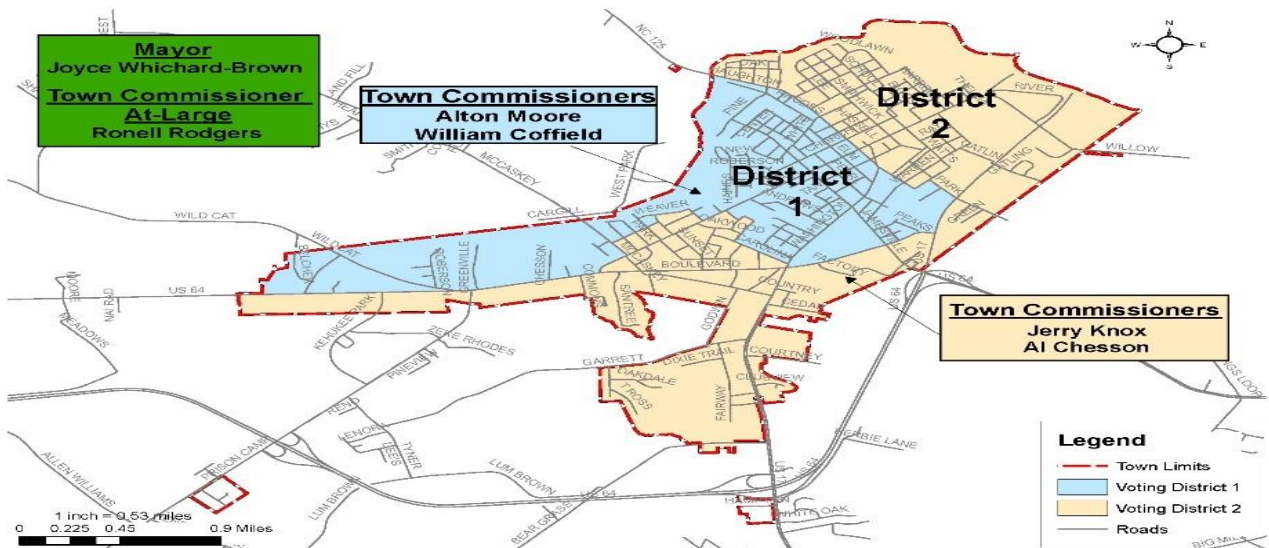
The Town was chartered on October 18, 1779. Williamston, with a population of 5,511, contains approximately one-fourth of the county population and serves as the county seat.

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

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

Commissioner Jerry Knox.....	Fire Department
Commissioner 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

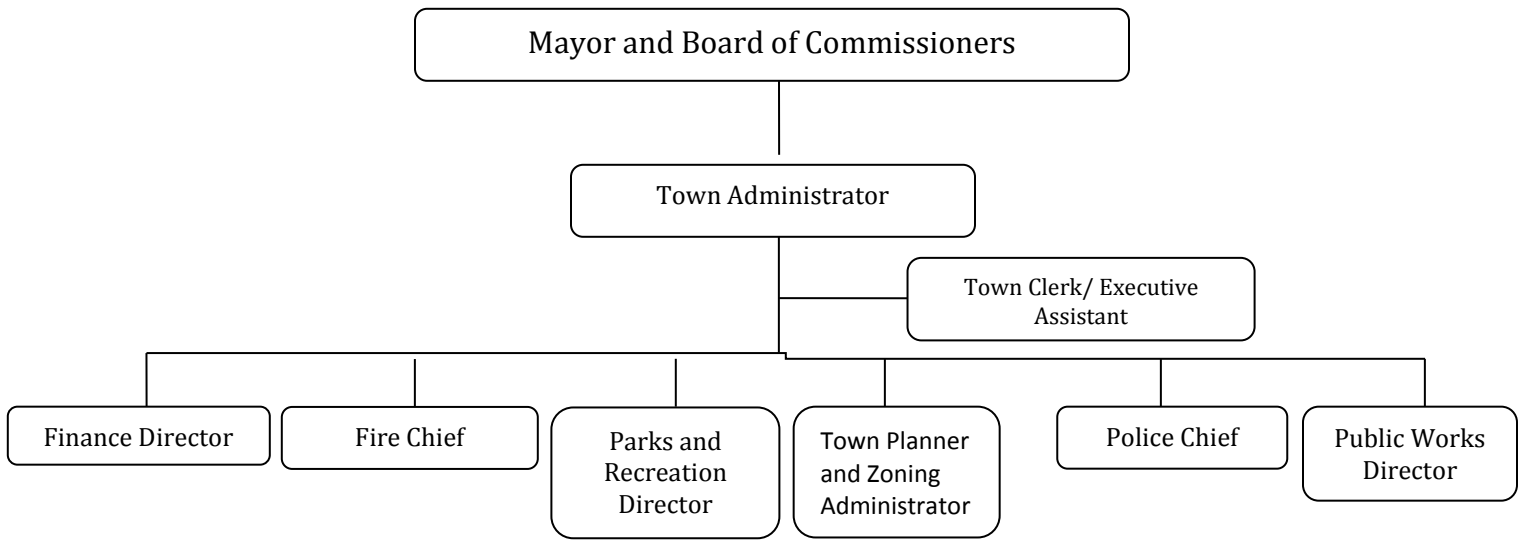


The Town Board of Commissioners set policies, enact ordinances and appoints the Town Administrator and department heads. The Town Administrator administers the daily operations and programs of the Town through the department heads, other staff members and employees. The Town provides a full range of 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

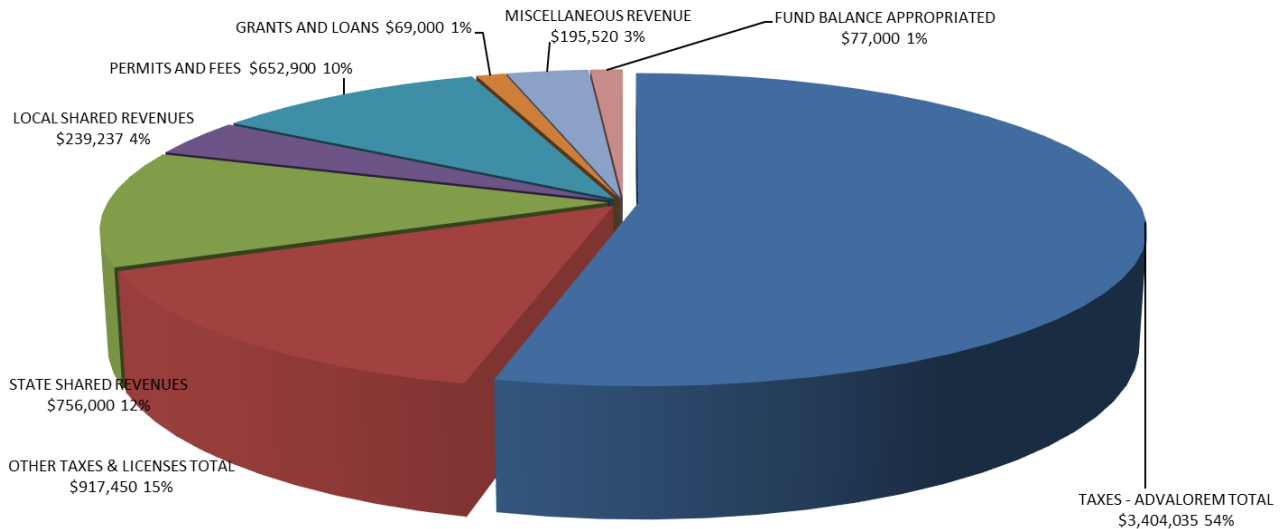
SUMMARY OF REVENUE AND EXPENDITURES

	General Fund	Enterprise Fund	Powell Bill	Storm Water	TOTAL
REVENUES					
Taxes:					
Property Taxes	3,404,035				3,404,035
Local Option Sales Taxes	890,000				890,000
Powell Bill Funds			252,250		252,250
Hold Harmless Funds	300,000				300,000
Payments in Lieu of Taxes	4,000				4,000
Other Taxes & Licenses	473,450				473,450
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	55,000				55,000
Other Charges & Fees	23,000	56,000			79,000
EMS Charges	500,000				500,000
EMS Medicaid	70,000				70,000
Storm Water				55,000	55,000
Other Revenues:					
Government & Local Grants	296,237				296,237
Retained Earnings	0				0
Interest on Investments	75,000	130,000		0	205,000
Construction Loan Proceeds	96,920			0	96,920
Miscellaneous	23,600	1,500			25,100
Transfers from Other Funds		22,614			22,614
Fund Balance Appropriated:					0
Future Economic Reserve	0				0
Powell Bill			234,000		234,000
Undesignated	77,000	0			77,000
Loan - Blue Frog		185,502			185,502
TOTAL REVENUES	6,311,142	4,419,616	486,250	55,000	11,272,008
EXPENSES					
Personnel Services	4,617,212	719,778	0	0	5,336,990
Operating Expenses	1,845,185	1,915,534	486,250	55,000	4,301,970
Administration	(683,239)	683,239	0	0	0
Capital Outlay	366,878	266,558	0	0	633,436
Debt Retirement	165,106	834,507	0	0	999,613
Contingencies	0	0	0	0	0
Transfers to Other Funds	0	0	0	0	0
Capital Improvement Reserve	0	0	0	0	0
TOTAL EXPENSES	6,311,142	4,419,616	486,250	55,000	11,272,008

**TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2020-2021
FUND: 10 NAME: GENERAL FUND**

Account Number	Account Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Recommended Budget 2020-2021	APPROVED 2020-2021
10-3100-3110	CURRENT YEAR TAX	\$ 2,418,188	\$ 2,441,568	\$ 2,415,000	\$ 2,737,565	\$ 2,737,565
10-3100-3112	VEHICLE TAXES	\$ 1,469	\$ 422	\$ 100	\$ 300	\$ 300
10-3100-3114	VEHICLE TAXES - New	\$ 254,148	\$ 262,459	\$ 250,000	\$ 250,000	\$ 250,000
10-3100-3115	PRIOR YEAR TAX	\$ 115,118	\$ 132,419	\$ 105,000	\$ 125,000	\$ 125,000
10-3100-3116	MISC PROPERTY TAX RE	\$ -	\$ 782	\$ -	\$ 1,500	\$ 1,500
10-3100-3117	GAP - TAXES	\$ 188	\$ 2,600	\$ 1,000	\$ 1,500	\$ 1,500
10-3100-3120	FIRE DISTRICT FUNDS	\$ 263,000	\$ 258,151	\$ 263,000	\$ 258,000	\$ 258,000
10-3100-3160	AMOUNTS REFUNDED -	\$ -	\$ -	\$ -	\$ -	\$ -
10-3100-3161	AMOUNTS REFUNDING -	\$ (71)	\$ (307)	\$ -	\$ -	\$ -
10-3100-3165	AMOUNTS REFUNDING -	\$ (2,669)	\$ (1,526)	\$ (2,000)	\$ (1,000)	\$ (1,000)
10-3100-3170	PENALTIES AND INTERE	\$ 31,256	\$ 50,156	\$ 30,000	\$ 40,000	\$ 40,000
10-3100-3171	PENALTIES AND INTERE	\$ 1,075	\$ 321	\$ 100	\$ 200	\$ 200
10-3100-3175	INTEREST - VEHICLE TA	\$ 1,995	\$ 2,128	\$ 2,000	\$ 2,000	\$ 2,000
10-3100-3190	DISCOUNTS	\$ -	\$ -	\$ -	\$ -	\$ -
10-3100-3191	MARTIN CO TAX COMME	\$ (46)	\$ (77)	\$ (30)	\$ (30)	\$ (30)
10-3100-3195	MARTIN CO TAX COMME	\$ (11,687)	\$ (11,674)	\$ (10,000)	\$ (11,000)	\$ (11,000)
TAXES - ADVALOREM TOTAL		\$ 3,071,964	\$ 3,137,422	\$ 3,054,170	\$ 3,404,035	\$ 3,404,035
10-3200-3230	LOCAL OPTION SALES T	\$ 852,917	\$ 838,805	\$ 855,000	\$ 890,000	\$ 890,000
10-3200-3250	TAXI LICENSES	\$ 30	\$ 15	\$ 50	\$ 50	\$ 50
10-3200-3255	GROSS REC TAX - ST RE	\$ 9,767	\$ 10,367	\$ 10,000	\$ 10,000	\$ 10,000
10-3200-3270	BEER & WINE TAX	\$ 335	\$ 360	\$ 300	\$ 300	\$ 300
10-3200-3280	AUTO LICENSES	\$ 285	\$ 365	\$ 100	\$ 100	\$ 100
10-3200-3285	AUTO LICENSES - NEW	\$ 19,451	\$ 19,181	\$ 17,000	\$ 17,000	\$ 17,000
OTHER TAXES & LICENSES TOTAL		\$ 882,786	\$ 869,093	\$ 882,450	\$ 917,450	\$ 917,450
10-3300-3322	BEER AND WINE TAX	\$ 24,004	\$ 23,255	\$ 25,000	\$ 25,000	\$ 25,000
10-3300-3324	UTILITY FRANCHISE TAX	\$ 307,839	\$ 322,007	\$ 327,455	\$ 325,000	\$ 325,000
10-3300-3325	TELECOMMUNICATIONS	\$ 69,839	\$ 62,910	\$ 64,811	\$ 58,000	\$ 58,000
10-3300-3326	VIDEO FRANCHISE FEE	\$ 40,353	\$ 35,916	\$ 39,789	\$ 36,000	\$ 36,000
10-3300.3327	PIPED NATURAL GAS S/	\$ 2,995	\$ 3,017	\$ 2,415	\$ 2,000	\$ 2,000
10-3300-3328	CONTROL SUBS & FED I	\$ 7,796	\$ 46,939	\$ -	\$ 10,000	\$ 10,000
10-3300-3330	HOLD HARMLESS REIME	\$ 287,875	\$ 283,844	\$ 295,000	\$ 300,000	\$ 300,000
10-3300-3350	FEMA REIMBURSEMENT					
10-3300-3355	RRT - STATE FEMA	\$ -	\$ 7,501	\$ -	\$ -	\$ -
10-3300-3360	2011 TORNADO			\$ -	\$ -	\$ -
10-3300-3383	BULLETPROOF VEST GRANT CFDA#16.1607	\$ -	\$ 4,910	\$ -	\$ -	\$ -
10-3300-3397	BODY CAMERA GRANT - PD			\$ -	\$ -	\$ -
10-3300-3396	2014 DHS EQ GRANT			\$ -	\$ -	\$ -
STATE SHARED REVENUES		\$ 740,702	\$ 790,298	\$ 754,470	\$ 756,000	\$ 756,000
10-3400-3441	PAYMENTS IN LIEU OF T	\$ 3,629	\$ 4,097	\$ 4,000	\$ 4,000	\$ 4,000
10-3400-3442	ABC DISTRIBUTION	\$ 22,593	\$ 18,559	\$ 22,500	\$ 20,000	\$ 20,000
10-3400-3443	RESCUE SQUAD-MARTIN	\$ 180,220	\$ 167,000	\$ 185,420	\$ 182,560	\$ 182,560
10-3400-3444	RECREATION-MARTIN C	\$ 9,677	\$ 9,677	\$ 9,677	\$ 9,677	\$ 9,677
10-3400-3445	COURT FEES	\$ 932	\$ 625	\$ 1,500	\$ 1,000	\$ 1,000
10-3400-3489	SOLID WASTE DISPOSA	\$ 3,682	\$ 3,999	\$ -	\$ 4,000	\$ 4,000
10-3400-3491	ON BEHALF OF PAYMENT F/R	\$ 16,879	\$ 17,924	\$ -	\$ 18,000	\$ 18,000
10-3400-3488	SAFE KIDS GRANT	\$ 2,259		\$ -	\$ -	\$ -
10-3400-3493	NCLM / NC SAFETY GRANT		\$ -	\$ 3,128	\$ -	\$ -
LOCAL SHARED REVENUES		\$ 239,871	\$ 221,880	\$ 226,225	\$ 239,237	\$ 239,237

Account Number	Account Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Recommended Budget 2020-2021	Recommended Budget 2020-2021
10-3500-3510	EMS COLLECTIONS	\$ 456,459	\$ 466,336	\$ 474,000	\$ 500,000	\$ 500,000
10-3500-3511	EMS - MEDICAID	\$ 69,452	\$ 76,941	\$ 66,000	\$ 70,000	\$ 70,000
10-3500-3512	MEDICAID - PAYBACK	\$ -	\$ (47,204)	\$ -	\$ -	\$ -
10-3500-3515	RECREATION-RENTS	\$ 2,638	\$ 2,540	\$ 3,900	\$ 3,000	\$ 3,000
10-3500-3516	MISC RECREATION DON	\$ -	\$ 19,573	\$ -	\$ -	\$ -
10-3500-3518	REC/PROGRAMS	\$ 8,364	\$ 9,680	\$ 9,900	\$ 9,900	\$ 9,900
10-3500-3519	REC/MEMBERSHIPS	\$ 4,782	\$ 5,433	\$ 4,500	\$ 4,500	\$ 4,500
10-3500-3520	REC/OTHER	\$ 4,743	\$ 5,336	\$ 5,050	\$ 5,500	\$ 5,500
10-3500-3521	CEMETERY	\$ 56,200	\$ 64,875	\$ 55,000	\$ 55,000	\$ 55,000
10-3500-3530	ZONING	\$ 3,895	\$ 2,315	\$ 3,000	\$ 3,000	\$ 3,000
10-3500-3535	POLICE DEPT - BULLET	\$ 1,905	\$ 1,569	\$ -	\$ 2,000	\$ 2,000
10-3500-3540	STREET,DRIVEWAYS,CL	\$ 700	\$ 725	\$ -	\$ -	\$ -
PERMITS AND FEES		\$ 609,137	\$ 608,120	\$ 621,350	\$ 652,900	\$ 652,900
10-3300-3390	HAZMAT - RRT1	\$ 68,471	\$ 61,667	\$ 69,000	\$ 69,000	\$ 69,000
GRANTS AND LOANS		\$ 68,471	\$ 61,667	\$ 69,000	\$ 69,000	\$ 69,000
10-3600-3610	INVESTMENT EARNINGS	\$ 45,326	\$ 88,233	\$ 77,000	\$ 75,000	\$ 75,000
10-3600-3615	SALES OF FIXED ASSET	\$ 4,690	\$ 6,700	\$ 10,000	\$ 10,000	\$ 10,000
10-3600-3620	ROOKS TRUST FUND	\$ 3,907	\$ 5,648	\$ 5,000	\$ 6,000	\$ 6,000
10-3600-3625	CASH OVER & SHORT	\$ (20)	\$ (153)	\$ (100)	\$ -	\$ -
10-3600-3630	RETURNED CHECKS	\$ 75	\$ 75	\$ 100	\$ 100	\$ 100
10-3600-3635	INSURANCE CLAIMS	\$ 5,668	\$ 20,520	\$ 64,858	\$ 5,000	\$ 5,000
10-3600-3640	FIRE INSPECTION APPLI	\$ 750	\$ 854	\$ 1,000	\$ 1,000	\$ 1,000
10-3600-3645	FIRE CODE PERMIT	\$ 400	\$ 850	\$ 500	\$ 500	\$ 500
10-3600-3651	VENDING MACHINE-REC	\$ 54	\$ -	\$ 100	\$ -	\$ -
10-3600-3660	MISCELLANEOUS REVE	\$ 3,662	\$ 3,366	\$ 1,000	\$ 1,000	\$ 1,000
10-3600-3663	INSTALLMENT PURCHASE	\$ -	\$ 163,451	\$ 90,834	\$ 96,920	\$ 96,920
10-3600-5200	COPIES,MISC SUPPLIES	\$ 3	\$ 2	\$ -	\$ -	\$ -
MISCELLANEOUS REVENUE		\$ 64,516	\$ 289,545	\$ 250,292	\$ 195,520	\$ 195,520
10-3900-3910	UNDESIGNATED	\$ -	\$ -	\$ 372,742	\$ 77,000	\$ 77,000
FUND BALANCE APPROPRIATED		\$ -	\$ -	\$ 372,742	\$ 77,000	\$ 77,000
TOTAL ESTIMATED GENERAL FUND REVENUE (MINUS POWELL BILL)		\$ 5,677,446	\$ 5,978,025	\$ 6,230,699	\$ 6,311,142	\$ 6,311,142



**ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2020-2021
FUND: 15 NAME: POWELL BILL FUND**

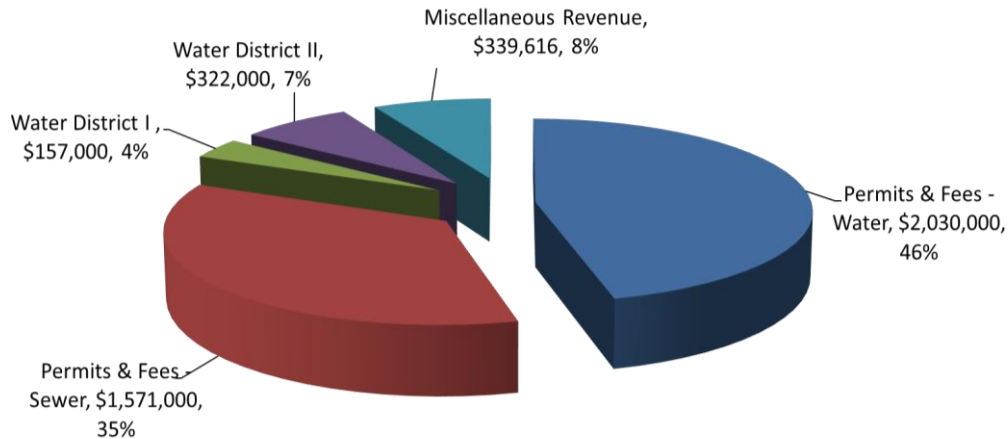
Account Number	Account Description	Actual 2017- 2018	Actual 2018- 2019	Budget 2019- 2020	Recommended Budget 2020-2021	APPROVED 2020-2021
15-2900-0000	Fund Balance					
FUND BALANCE		-	-	-	-	-
15-3100-3114	LICENSE PLATE TAX	94,969	93,649	81,250	81,250	81,250
15-3300-3316	POWELL BILL REVENUE	171,003	165,570	162,363	165,000	165,000
15-3300-3318	MUNICIPAL PARTICIPATION SIDEWALK				-	-
STATE SHARED REVENUES		265,971	259,219	243,613	246,250	246,250
15-3600-3612	INVESTMENT EARNINGS POWELL BILL	5,151	7,540	6,000	6,000	6,000
MISCELLANEOUS REVENUE		5,151	7,540	6,000	6,000	6,000
15-3600-3612	POWELL BILL - STREET SWEEPER	-	-		234,000	234,000
MISCELLANEOUS REVENUE		-	-	-	234,000	234,000
15-3900-3915	POWELL BILL	-	-	263,905		
FUND BALANCE APPROPRIATED		-	-	263,905	-	-
TOTAL POWELL BILL FUND REVENUE		271,122	266,759	513,518	486,250	486,250

**ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2020-2021
FUND: 25 NAME: STORM WATER FUND**

Account Number	Account Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Recommended Budget 2020-2021	APPROVED 2020-2021
25-3501-3511	Storm Water Revenue	57,038	57,184	55,000	55,000	55,000
TOTAL STORM WATER FUND REVENUE		57,038	57,184	55,000	55,000	55,000

**TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE – REVENUES
FISCAL YEAR: 2020-2021
FUND: 30 NAME: ENTERPRISE FUND**

Account Number	Account Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Recommended Budget 2020-2021	APPROVED 2020-2021
30-3501-3511	WATER SERVICES	1,193,199	1,188,042	1,190,000	1,180,000	1,180,000
30-3501-3513	PENALTIES	36,087	31,561	30,000	50,000	50,000
30-3501-3514	TAPS AND CONNECTION FEES	3,800	6,500	5,000	5,000	5,000
30-3501-3512	WATER - MCRWASA FEE	795,750	787,254	815,000	795,000	795,000
PERMITS AND FEES - WATER		2,028,836	2,013,356	2,040,000	2,030,000	2,030,000
30-3502-3512	SEWER SERVICES	1,574,033	1,586,507	1,580,000	1,570,000	1,570,000
30-3502-3513	PENALTIES	-	795	1,000	500	500
30-3502-3514	TAPS AND CONNECTION FEES	-	900	500	500	500
PERMITS AND FEES - SEWER		1,574,033	1,588,202	1,581,500	1,571,000	1,571,000
30-3511-3501	WA DIST 1 - WA SERVICES	113,184	112,821	112,000	112,000	112,000
30-3511-3512	WA DIST 1 - WATER MCRWASA FEE	46,936	45,484	45,000	45,000	45,000
WATER DISTRICT 1 -WATER SERVICES		160,120	158,305	157,000	157,000	157,000
30-3512-3501	WA DIST 2 - WA SERVICES	224,135	226,104	225,000	227,000	227,000
30-3512-3502	WA DIST 2 SEWER	1,705	1,296	1,500	1,000	1,000
30-3512-3512	WA DIST 2 - WATER MCRWASA FEE	92,200	93,280	93,000	94,000	94,000
30-3512-3515	WA DIST 2 - W AUTH FEES	-	-	-	-	-
WATER DISTRICT 2 - WATER SERVICES		318,040	320,679	319,500	322,000	322,000
30-3601-3615	SALE OF FIXED ASSETS	-	-	1,000	0	0
30-3601-3640	RETURNED CHECKS	1,275	775	1,000	1,000	1,000
30-3601-3635	INSURANCE CLAIMS	2,500	-	-	-	-
30-3601-3660	MISCELLANEOUS	118	326	500	500	500
MISCELLANEOUS REVENUE-WATER		3,893	1,101	2,500	1,500	1,500
30-3602-3610	INVESTMENT EARNINGS	83,019	130,481	110,000	130,000	130,000
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
MISCELLANEOUS REVENUE-SEWER		105,633	153,095	132,614	338,116	338,116
30-3901-3930	RETAINED EARNINGS WATER	-	-	20,000	-	-
30-3902-3930	RETAINED EARNINGS WATER	-	-	20,000	-	-
RETAINED EARNINGS- WATER		-	-	40,000	-	-
30-3902-3903	RETAINED EARNINGS SEWER	-	-	-	-	-
RETAINED EARNINGS -SEWER		-	-	-	-	-
TOTAL ENTERPRISE FUND REVENUE		4,190,554	4,234,739	4,273,114	4,419,616	4,419,616
TOTAL ESTIMATED REVENUE (ALL FUNDS)		10,196,160	10,536,707	11,072,331	11,272,008	11,272,008



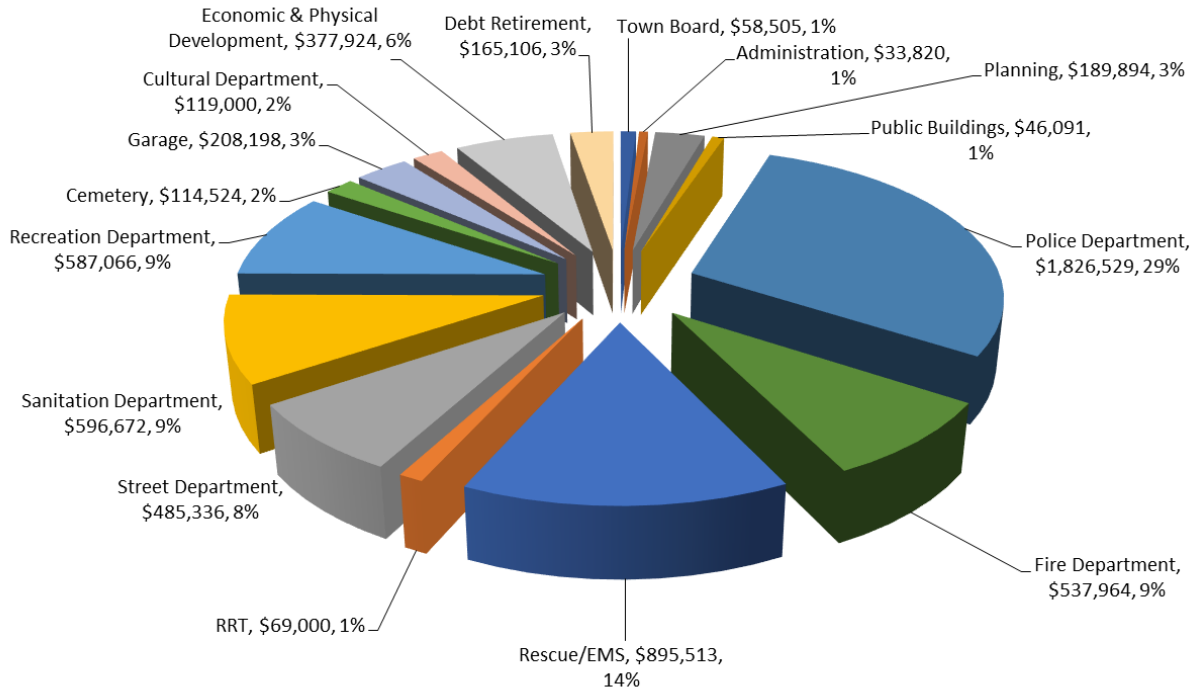
TOWN OF WILLIAMSTON
SUMMARY OF APPROVED EXPENDITURES 2020/2021

GENERAL FUND	Personnel Services	Operating Expenses	Admin. Expense	Capital Outlay	Debt Service	Contingency	Transfer to Other Funds	Capital Reserve	TOTAL
Town Board	38,791	19,714							58,505
Administration	567,942	149,117	(683,239)						33,820
Planning	146,954	42,940							189,894
Public Buildings	15,156	30,934							46,091
Police Dept.	1,463,887	222,984		139,658					1,826,529
Fire Dept.	378,823	159,141							537,964
Rescue/EMS	704,960	190,553							895,513
RRT	6,771	62,229							69,000
Street Dept.	302,180	183,155							485,336
Sanitation Dept.	367,248	79,204		150,220					596,672
Parks & Rec Dept.	356,333	153,733		77,000					587,066
Cemetery	93,344	21,180							114,524
Garage	174,821	33,377							208,198
Cultural Dept.		119,000							119,000
Econ. & Phys. Dev.		377,924							377,924
Debt Retirement					165,106				165,106
TOTALS	4,617,212	1,845,185	(683,239)	366,878	165,106				6,311,142
									6,311,142
POWELL BILL FUND									
Powell Bill		486,250							486,250
TOTALS		486,250							486,250
ENTERPRISE FUND									
Water Dept.	322,475	1,457,391	369,715	81,056	62,553				2,293,190
Water District I					42,991				42,991
Water District II					124,366				124,366
Sewer Dept.	397,303	458,143	313,524	185,502	604,597				1,959,069
TOTALS	719,778	1,915,534	683,239	266,558	834,507				4,419,616
STORM WATER FUND									
Storm Water		55,000							55,000
TOTALS		55,000							55,000
TOTAL ALL FUNDS	5,336,990	4,301,970		633,436	999,613				11,272,008

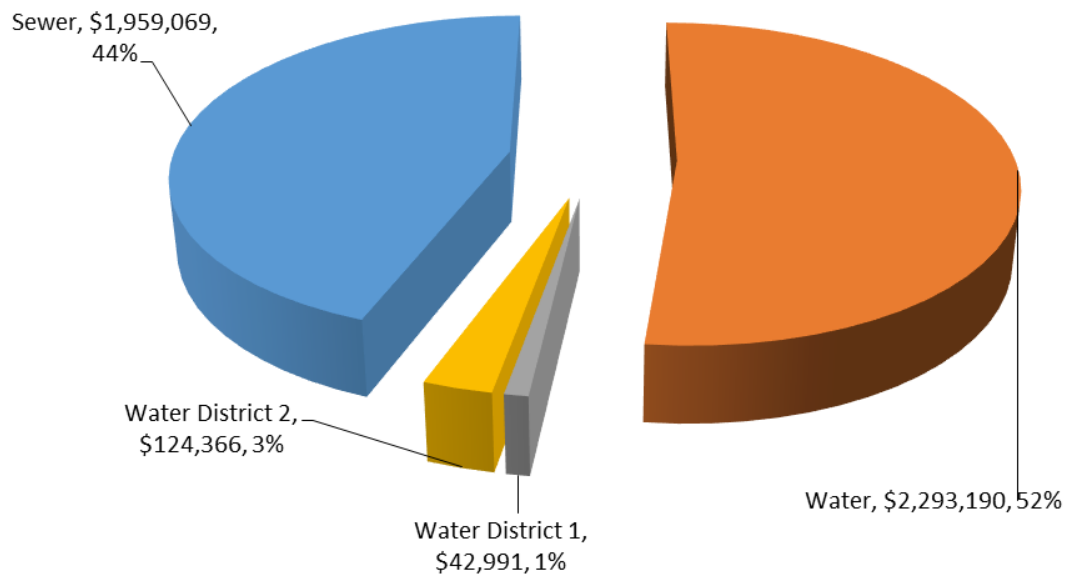
TOWN OF WILLIAMSTON – BUDGET FOR FISCAL YEAR 2020-2021

EXPENDITURES BY DEPARTMENT

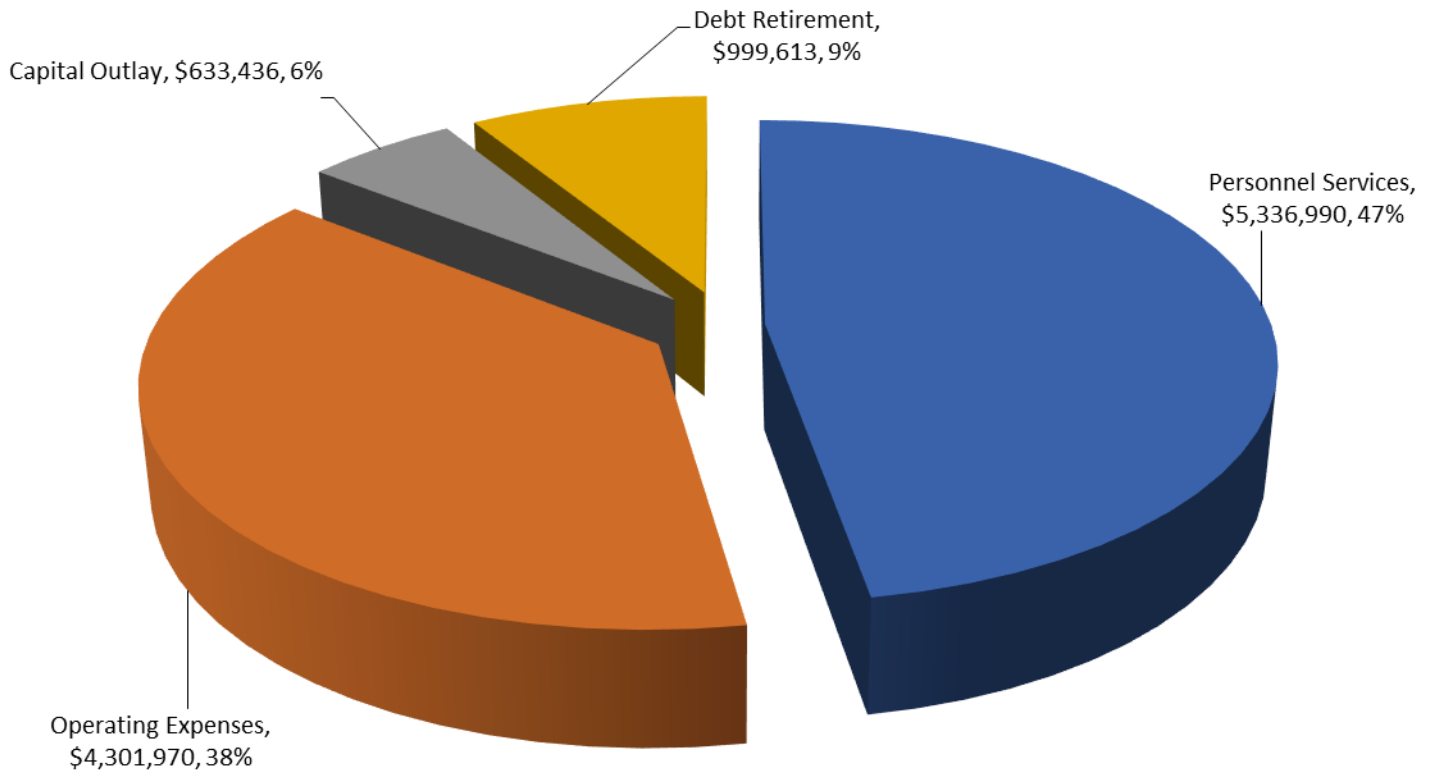
GENERAL FUND FOR FY 2020-2021



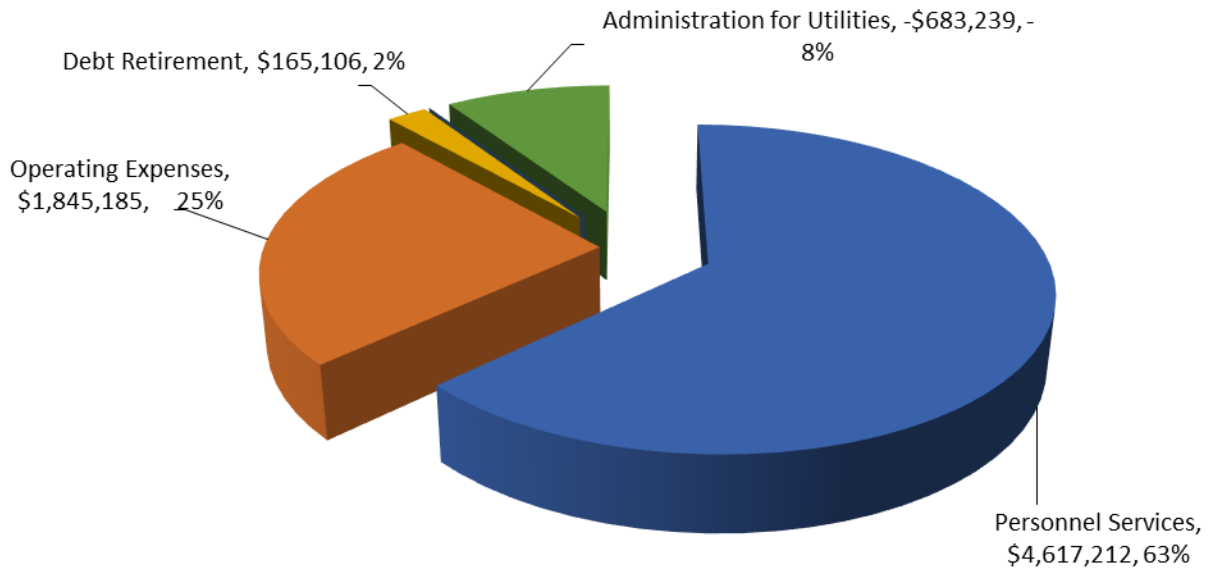
ENTERPRISE FUND FOR FY 2020-2021



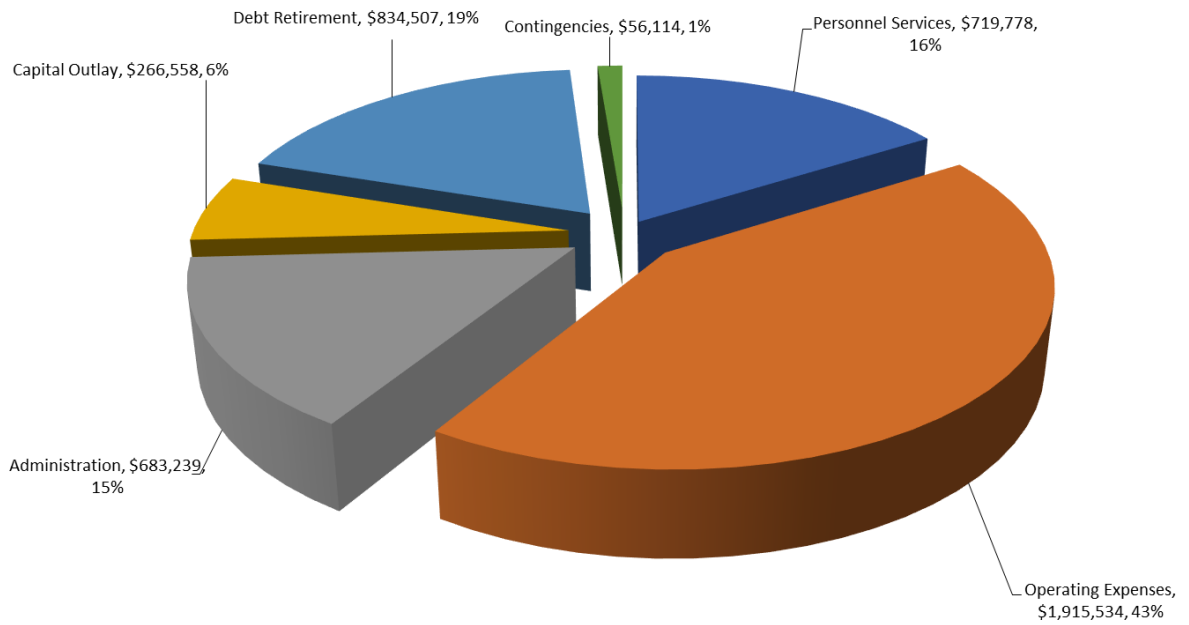
**TOWN OF WILLIAMSTON – BUDGET FOR
FISCAL YEAR 2020-2021
EXPENDITURES BY TYPE
TOTAL BUDGET**



GENERAL FUND FOR FY 2020-2021



ENTERPRISE FUND FOR FY 2020-2021



CAPITAL IMPROVEMENTS PLAN

- DESCRIPTION OF CAPITAL IMPROVEMENT PLANNING PROCESS
- SUMMARY OF CAPITAL IMPROVEMENT PLAN 2021-2025
- 2020-2021 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.

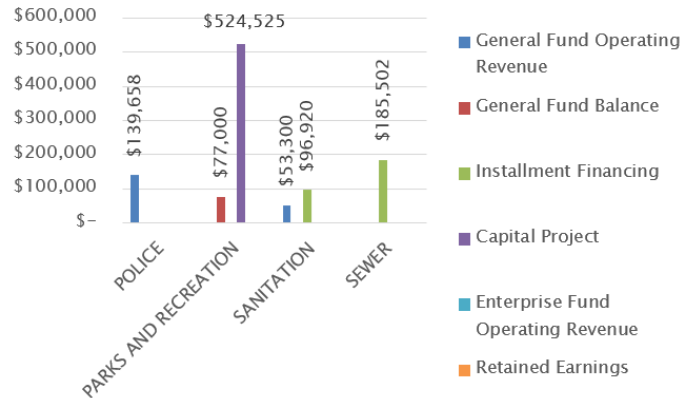
**TOWN OF WILLIAMSTON
CAPITAL IMPROVEMENT PLAN 2020-2024
ALL DEPARTMENTS**

Expenditures	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Administration	-	22,800	-	12,000	17,000
Planning	-	773,229	-	-	-
Police	139,658	95,433	146,728	100,264	154,156
Fire/Rescue/RRT	-	172,711	160,053	30,327	1,134,898
Parks & Recreation	601,525	50,153	51,162	14,081	107,591
Public Works	150,220	825,087	136,201	-	119,543
Public Building	-	47,326	-	-	-
TOTAL GENERAL FUND	891,403	1,986,739	494,144	156,672	1,533,188
Water	81,056	6,346,944	207,106	44,153	-
Sewer	185,502	211,380	-	-	-
TOTAL ENTERPRISE FUND	266,559	6,558,324	207,106	44,153	-
TOTAL GENERAL AND ENTERPRISE FUNDS	\$ 1,157,962	\$ 8,545,062	\$ 701,250	\$ 200,825	\$ 1,533,188
General and Enterprise Funding Sources	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Installment Financing	282,423	118,353	124,345	-	1,103,813
Lease Purchase	-	-	-	-	-
General Fund Op. Revenues	192,958	439,731	369,799	156,672	429,376
Water/Sewer Op. Revenues	81,056	362,211	207,106	44,153	-
Grants	-	3,985,503	-	-	-
Powell Bill Funds	-	-	-	-	-
Retained Earnings	-	3,639,264	-	-	-
Grant/Loan	-	-	-	-	-
Fund Balance	\$77,000				
Capital Project Ordinance	\$524,525				
Total Funding	\$1,157,962	\$8,545,062	\$701,250	\$200,825	\$1,533,188

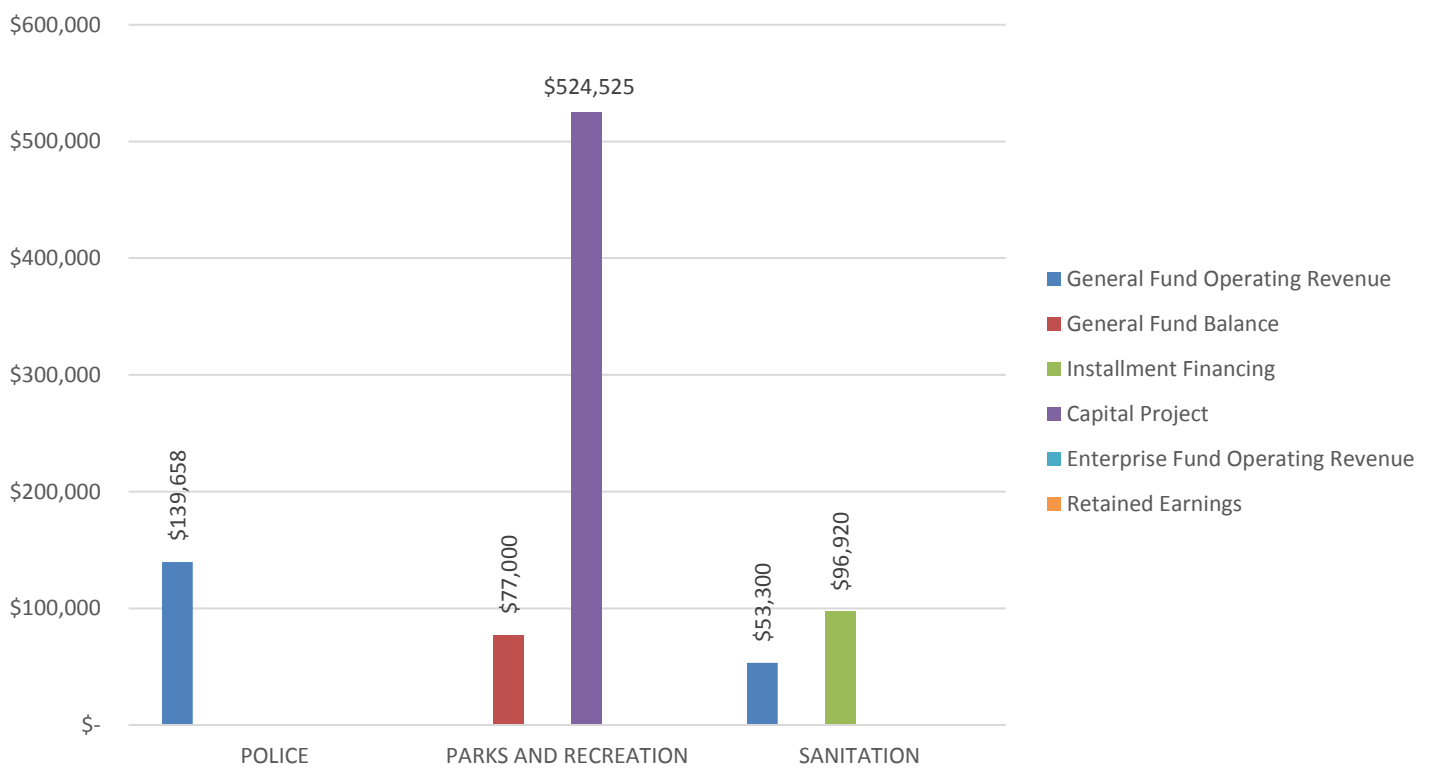
APPROVED CAPITAL IMPROVEMENTS 2020-2021
2020-2021 CAPITAL IMPROVEMENTS – GENERAL FUND
BUDGETED EXPENDITURES

Description	Dpt	Total Request per Project	General Fund Operating Revenue	General Fund Balance	Installment Financing	Capital Project Ordinance	Total Department	Total Fund			
GENERAL FUND								\$891,403			
POLICE							\$139,658				
Patrol Vehicles	PD	\$139,658	\$139,658								
PARKS AND RECREATION							\$601,525				
Gaylord Perry Park											
Gym Air Conditioning	R	\$77,000		77,000							
Park Renovation	R	\$524,525				524,525					
PUBLIC WORKS							\$150,220				
Sanitation											
Dump Truck	PW	\$53,300	53,300								
Air Curtain Burner	PW	\$96,920			96,920						
TOTAL GENERAL FUND							\$891,403	\$192,958	\$77,000	\$96,920	\$524,525

Department
 Police \$ 139,658
 Recreation \$ 601,525
 Sanitation \$ 150,220
\$ 891,403

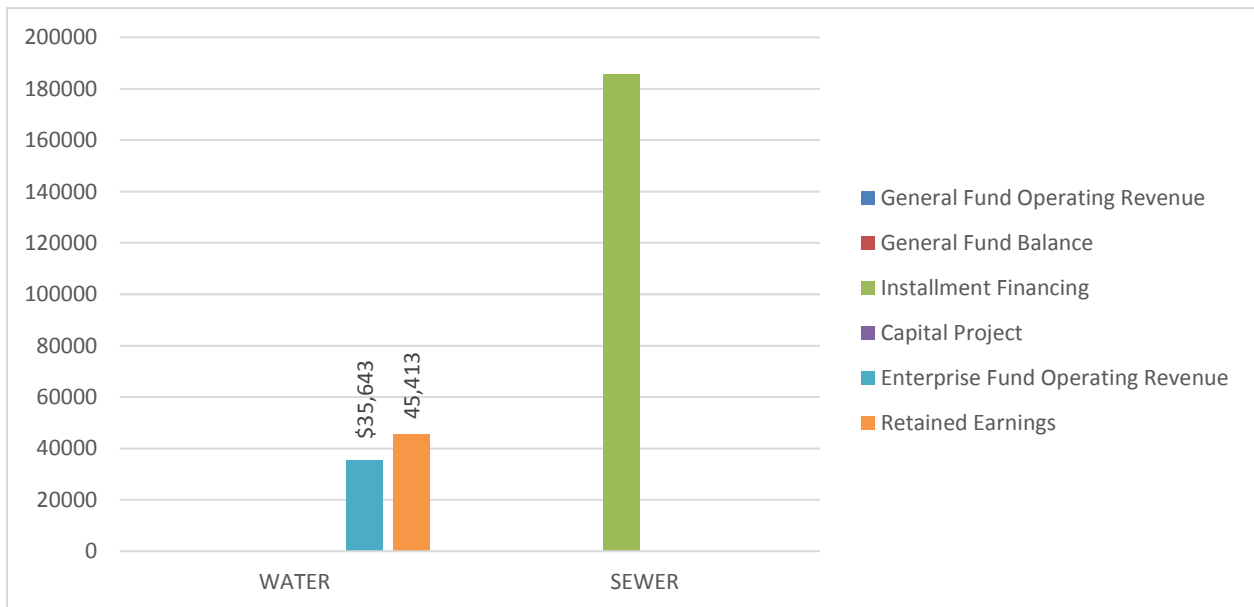


Department	General Fund Operating Revenue	General Fund Balance	Installment Financing	Capital Project
POLICE	\$ 139,658	\$ -	\$ -	
PARKS AND RECREATION		\$ 77,000	\$ -	\$ 524,525
SANITATION	\$ 53,300		\$ 96,920	
	\$ 192,958	\$ 77,000	\$ 96,920	\$ 524,525



APPROVED CAPITAL IMPROVEMENTS 2020-2021
2020-2021 CAPITAL IMPROVEMENTS – ENTERPRISE FUND
BUDGETED EXPENDITURES

Description	Dpt	Total Request per Project	Installment Financing	Enterprise Fund Operating Revenue	Total Department	Total Fund
ENTERPRISE FUND						
WATER					\$81,056	\$266,558
Mobile Lite Collector	W	\$11,314		11,314		
Backflow Device/WWTP	W	\$24,329		24,329		
Ralph Taylor Road Water Main	W	\$45,413		45,413.00		
SEWER					\$185,502	
Wastewater Aerators & Controls	SW	\$185,502	\$185,502			
TOTAL ENTERPRISE FUND		\$266,559	\$185,502	\$81,056	\$266,559	



SMALL EQUIPMENT REQUESTS

- GENERAL FUND
- ENTERPRISE FUND

BUDGETED SMALL EQUIPMENT 2020-2021

GENERAL FUND				
Department	BUDGETED 2019-2020		BUDGETED 2020-2021	
	Requests FY 2019-2020 Description	Approved FY 2019-2020	Requests FY 2020-2021 Description	Approved FY 2020-2021
Administration	2 Computers	3,000	2 Computers	3,000
	2 Desk Chairs	700	2 Desk Chairs	700
	Calculator	300	Calculator	300
	Total	4,000	Total	4,000
Public Buildings	Miscellaneous Equipment	500	Miscellaneous Equipment	200
	Total	500	Total	200
Planning				
	Total	-	Total	-
Police Dept.	Computer Work Stations (2)	2,500	Computer Work Stations (3)	4,000
	Ballistic Vests (5)	3,500	Ballistic Vests (5)	3,500
	Pistols (2)	1,400	Pistols (2)	1,400
	Taser (1)	1,000	Taser (1)	1,000
	Rifle (2)	2,500	Rifle (2)	2,500
	Body Worn Camera (5)	5,000	Body Worn Camera (4)	4,000
	Total	15,900	Total	16,400
Fire Dept.	Turn Out Gear (8)	13,800	Turn Out Gear (8)	15,000
	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
	Total	26,800	Total	28,000
Rescue/EMS	Medical Equipment	5,000	Medical Equipment	5,000
	Table & Docking Station	3,000	Table & Docking Station	3,000
	Total	8,000	Total	8,000
Regional Response Team	Medical Equipment	2,729	Medical Equipment	2,000
	Total	2,729	Total	2,000
Cemetery Dept.	FS91R Grass Trimmer (2)	642	FS91R Grass Trimmer (2)	593
	Total	642	Total	593
Garage Dept.	TPMS Tool	1,320	Battery Charger	1,000
	TPMS Fastener Tool	200	4 1/2 Side Grinder	150
			Evaporative Cooler	4,500
	Total	1,520	Total	5,650
Parks & Recreation	Weed Trimmer	500	Weed Trimmer	500
	Total	500	Total	500
Street Dept.	Hedge Trimmer	350	Concrete Saw	1,200
	Chain Saw	400	Chain Saw	800
			Angle Blades	1,986
	Total	750	Total	3,986
Sanitation Dept.		-		0
	General Fund Total	45,441	General Fund Total	69,329

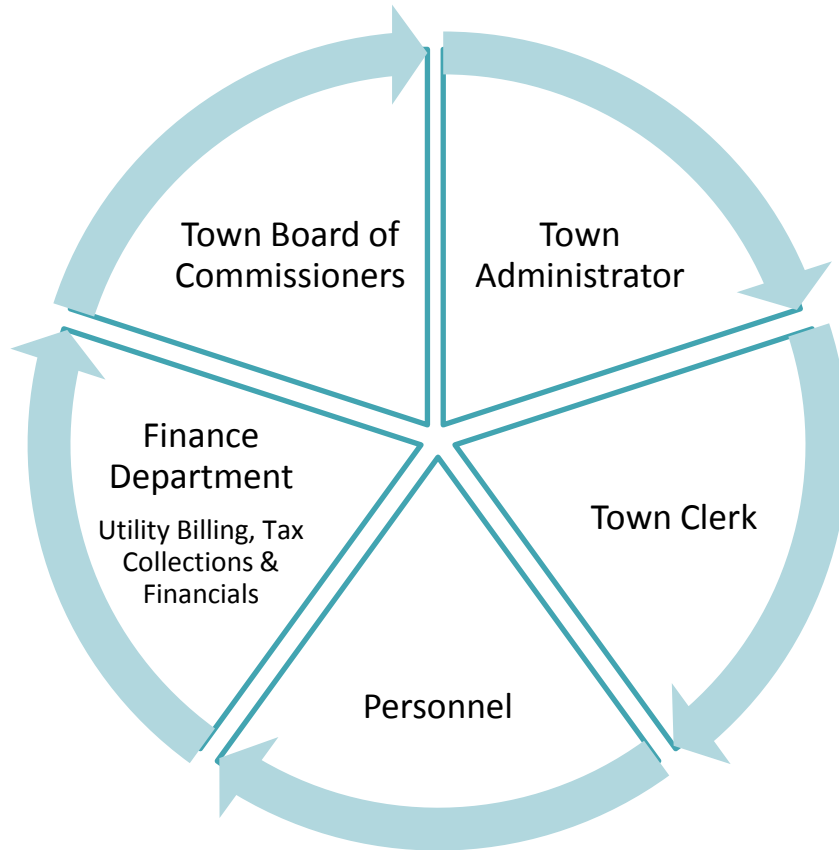
**BUDGETED SMALL EQUIPMENT 2020-2021
(continued)**

ENTERPRISE FUND				
Department	BUDGETED 2019-2020		BUDGETED 2020-2021	
	Requests FY 2019-2020 Description	Approved FY 2019-2020	Requests FY 2020-2021 Description	Approved FY 2020-2021
Water	Auto Flush Device (2)	4,444	Water Meters (250)	25,150
	Auto Read Device (250)	20,000	ERTs	16,875
	Water Meters (100)	20,000	Chlorination Equipment	4,000
	Chlorine Scales (2)	4,000	Chlorine Test Kit	1,200
			Desktop computer	1,500
	Total	48,444	Total	48,725
Sewer	Diagnostic Scan Tool	4,950		
	Total	4,950	Total	
	Enterprise Total	53,394	Enterprise Total	48,725
GRAND TOTAL SMALL EQUIPMENT		98,835		118,054

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: 2020-2021

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

Account Number	Account Description	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2020/2021	
					Dept Request	Approved
10-4250-0100	SALARIES ELECTED OFFICIAL	34,015	33,893	35,328	36,034	36,034
10-4250-0500	FICA				2,757	2,757
10-4250-1020	BOARD TRAINING	3,261	4,815	4,853		-
10-4250-1060	ELECTIONS	-	-	7,300		-
10-4250-5400	GROUP INSURANCE				13,821	13,821
10-4250-1021	TRAINING - Mayor				1,957	1,337
10-4250-1022	TRAINING - Comm Rodgers				496	1,262
10-4250-1023	TRAINING - Comm Moore				1,262	1,262
10-4250-1024	TRAINING - Comm Coffield				496	1,262
10-4250-1025	TRAINING - Comm Chesson				200	-
10-4250-1026	TRAINING - Comm Knox				200	-
10-4250-1100	TELEPHONE				480	480
10-4250-5300	DUES				710	150
10-4250-5700	MISCELLANEOUS LOCAL EVENTS				92	140
TOTAL		\$37,276	\$38,708	\$47,481	\$58,505	\$58,505

Administration

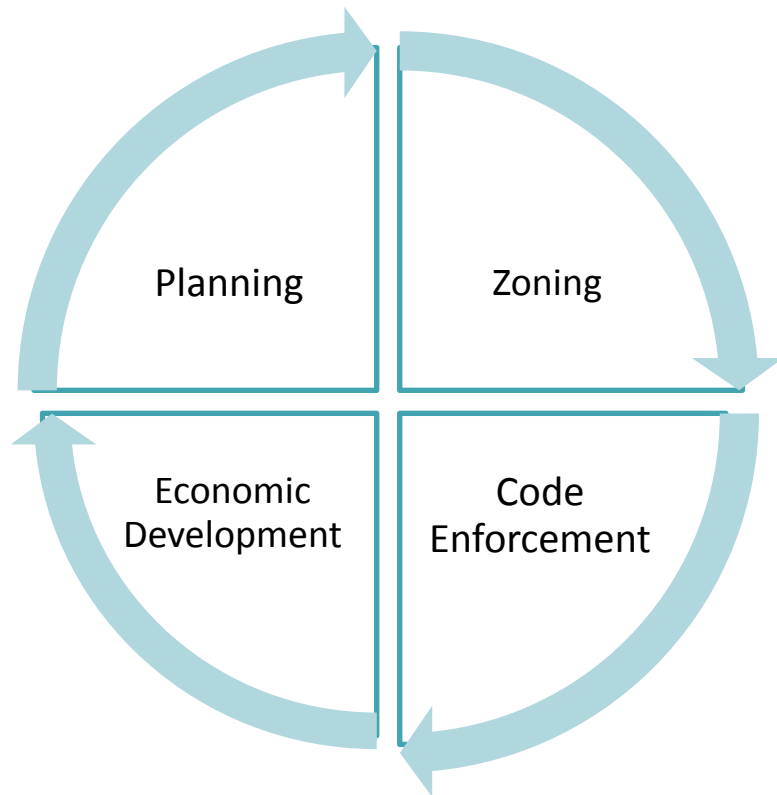
Account Number	Account Description	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2020/2021	
					Dept Request	Approved
10-4200-0200	REGULAR SALARIES	349,178	356,233	367,588	381,981	381,981
10-4200-0300	TEMPORARY SALARIES	-	-	-	1,000	1,000
10-4200-0500	FICA TAX	27,329	28,933	30,900	32,054	32,054
10-4200-0600	GROUP INSURANCE	49,455	54,064	58,336	51,194	51,194
10-4200-0650	GROUP INSURANCE-DEDUCTIBLE REFUNDED	43,490	59,636	80,000	80,000	60,000
10-4200-0700	RETIREMENT	25,706	27,532	35,561	41,714	41,714
10-4200-0900	PROFESSIONAL SERVICES	75,596	101,160	97,500	97,500	85,000
10-4200-1000	EMPLOYEE TRAINING	5,376	3,975	6,000	11,950	9,700
10-4200-1100	TELEPHONE	4,612	4,869	5,000	4,800	4,000
10-4200-1200	POSTAGE	2,149	6,243	5,100	4,500	4,500
10-4200-1400	TRAVEL/MEETINGS	5,572	5,644	6,000	4,200	4,200
10-4200-1600	REPAIR EQUIPMENT	4,447	3	500	500	500
10-4200-1700	REPAIR VEHICLES	-	-	-	-	-
10-4200-2100	EQUIPMENT RENTS/LEASES	14,129	12,172	5,000	12,000	8,020
10-4200-2600	ADVERTISING	5,821	3,195	5,490	5,500	3,000
10-4200-3100	AUTOMOTIVE SUPPLIES	425	288	500	400	400
10-4200-3200	OFFICE SUPPLIES	5,488	6,472	5,000	6,000	4,450
10-4200-3300	DEPARTMENT SUPPLIES	1,204	960	2,000	2,000	2,000
10-4200-3400	BANK CHARGES	690	103	1,500	2,000	2,000
10-4200-3800	GARBAGE COLLECTION	344	-	-	-	-
10-4200-4500	CONTRACTED SERVICES	-	724	300	300	-
10-4200-4501	GOVDEALS AUCTION FEES	352	646	2,000	2,000	1,500
10-4200-4502	TAXES-TOWN OWNED PROPERTIES	1,002	244	500	200	200
10-4200-5300	DUES	1,533	1,128	2,000	1,850	1,850
10-4200-5400	INSURANCE	8,969	8,783	13,870	13,299	13,297
10-4200-5700	MISCELLANEOUS	1,132	2,946	500	500	500
10-4200-5900	HURRICANE DORIAN	-	-	-	-	-
10-4200-7400	CAPITAL OUTLAY EQUIPMENT	-	5,056	-	-	-
10-4200-7401	SMALL EQUIPMENT	5,583	2,987	10,276	4,000	4,000
10-4200-9200	CONTINGENCY	-	1,007	-	-	-
10-4200-9500	TRANSFER FR ENTERPRISE FU	-657,827	-636,681	-652,031	-683,239	-683,239
TOTAL		-\$18,246	\$58,322	\$89,390	\$78,202	\$33,820

**SUMMARY OF CAPITAL PROJECTS FOR ADMINISTRATION
2021-2025**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Revenue Mgmt Upgrade/Other Programs	2	\$ 24,000	\$ 24,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ -
Telephone System	2	\$ 10,800	\$ 10,800		\$ 10,800			
TOTAL EXPENDITURES		\$ 34,800	\$ 34,800	\$ -	\$ 22,800	\$ -	\$ 12,000	\$ -
Funding Sources				FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 22/23
Installment Financing								
Lease Purchase								
General Fund Op. Revenues				\$ -	\$ 22,800	\$ -	\$ 12,000	\$ -
Water/Sewer Op. Revenues								
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
Total Funding				\$ -	\$ 22,800	\$ -	\$ 12,000	\$ -

No Capital Requests for 2020/2021

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		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-4300-0200	REGULAR SALARIES	\$113,291	\$104,585	\$111,491	\$113,927	\$113,927
10-4300-0300	TEMPORARY SALARIES	\$0	\$0	\$0		\$0
10-4300-0500	FICA TAX	\$8,584	\$8,209	\$8,529	\$8,715	\$8,715
10-4300-0600	GROUP INSURANCE	\$9,092	\$10,711	\$12,087	\$13,817	\$13,817
10-4300-0700	RETIREMENT	\$7,310	\$7,007	\$9,094	\$10,495	\$10,495
10-4300-0900	PROFESSIONAL SERVICES	\$384	\$268	\$1,000	\$1,200	\$1,200
10-4300-0910	MARKETING TOWN OF WILLIA	\$5,458	\$3,705	\$6,500	\$6,000	\$5,000
10-4300-1000	TRAINING	\$2,042	\$2,271	\$1,200	\$2,500	\$2,500
10-4300-1100	TELEPHONE	\$1,159	\$1,414	\$1,500	\$1,500	\$1,500
10-4300-1200	POSTAGE	\$347	\$853	\$600	\$600	\$600
10-4300-1400	TRAVEL/MEETINGS	\$380	\$231	\$650	\$500	\$500
10-4300-1600	REPAIR EQUIPMENT	\$110	\$7	\$3,000	\$2,500	\$1,000
10-4300-1700	REPAIR VEHICLES	\$27	\$26	\$500	\$400	\$400
10-4300-2600	ADVERTISING	\$827	\$54	\$600	\$600	\$600
10-4300-3100	AUTOMOTIVE SUPPLIES	\$255	\$297	\$750	\$650	\$650
10-4300-3200	OFFICE SUPPLIES	\$279	\$87	\$500	\$500	\$500
10-4300-3300	DEPARTMENT SUPPLIES	\$398	\$248	\$600	\$500	\$500
10-4300-3400	BANK CHARGES	\$0	\$0	\$0	\$0	\$0
10-4300-4500	CONTRACTED SERVICES	\$0	\$25,650	\$2,000	\$2,000	\$2,000
10-4300-4700	CODE ENFORCEMENT	\$9,838	\$19,909	\$31,000	\$25,000	\$24,000
10-4300-5300	DUES	\$613	\$19	\$1,000	\$1,200	\$1,200
10-4300-5400	INSURANCE WK COMP/AUTO	\$514	\$591	\$815	\$790	\$790
10-4300-5700	MISCELLANEOUS	\$611	\$0	\$0	\$0	\$0
10-4300-5900	HURRICANE DORIAN	\$0	\$0	\$0	\$0	\$0
10-4300-7400	CAPITAL OUTLAY EQUIPMENT	\$0	\$0	\$0	\$0	\$0
10-4300-7401	SMALL EQUIPMENT	\$24,183	\$3,891	\$0	\$1,000	\$0
10-4300-9200	CONTINGENCY	\$0	\$0	\$0	\$0	\$0
TOTAL		\$185,702	\$190,033	\$193,416	\$194,394	\$189,894

**SUMMARY OF CAPITAL PROJECTS FOR PLANNING
2020-2025**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
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
TOTAL EXPENDITURES		\$773,229	\$773,229	\$0	\$773,229	\$0	\$0	\$0
				FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Funding Sources								
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								
Total Funding				\$0	\$773,229	\$0	\$0	\$0

No Capital Requests for 2020/2021

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: 2020-2021

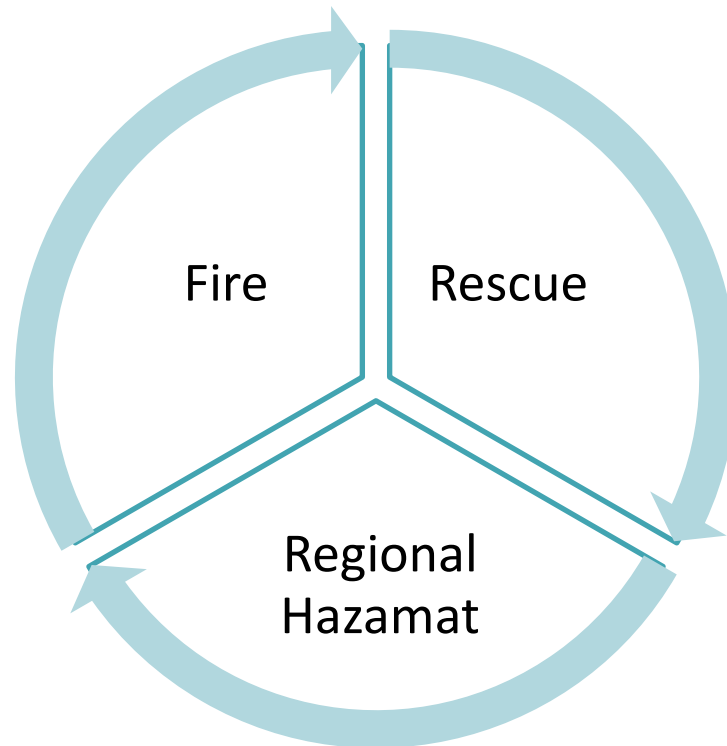
Fund: 10 Name: GENERAL FUND
Dept 5100 Name: POLICE DEPARTMENT

Account Number	Account Description	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2020/2021	
					Dept Request	Approved
10-5100-0200	REGULAR SALARIES	868,072	947,147	978,379	1,060,165	1,002,356
10-5100-0300	TEMPORARY SALARIES	58,978	52,637	58,362	65,532	56,532
10-5100-0400	SUPPLEMENTAL RETIREMENT	-	-	-		-
10-5100-0500	FICA TAX	68,456	78,728	79,846	86,116	81,693
10-5100-0600	GROUP INSURANCE	101,321	109,021	137,326	155,936	155,936
10-5100-0700	RETIREMENT	117,630	134,007	151,120	176,536	167,370
10-5100-0900	PROFESSIONAL SERVICES	26,084	17,674	20,000	22,000	20,000
10-5100-1000	EMPLOYEE TRAINING	13,762	9,394	18,000	18,000	18,000
10-5100-1100	TELEPHONE	12,684	12,821	11,000	13,000	13,000
10-5100-1200	POSTAGE	149	307	500	500	500
10-5100-1400	TRAVEL	160	53	2,000	2,000	1,500
10-5100-1600	REPAIR EQUIPMENT	5,363	5,956	3,000	5,000	5,000
10-5100-1700	REPAIR VEHICLES	10,590	13,477	11,500	13,000	13,000
10-5100-2100	EQUIPMENT RENTS/LEASES	-	-	1,000	1,000	1,000
10-5100-2600	ADVERTISING	135	-	500	1,000	500
10-5100-3100	AUTOMOTIVE SUPPLIES	48,407	48,824	36,000	50,000	40,000
10-5100-3200	OFFICE SUPPLIES	1,685	1,493	2,500	2,500	2,500
10-5100-3300	DEPARTMENT SUPPLIES	6,777	10,551	8,000	10,000	10,000
10-5100-3400	BANK CHARGES	586	621	700	700	700
10-5100-3600	UNIFORMS	15,471	14,100	16,000	18,000	16,000
10-5100-3800	GARBAGE COLLECTION	-	-	-		-
10-5100-5300	DUES	1,162	1,204	1,400	1,400	1,400
10-5100-5400	INSURANCE	38,255	46,576	47,261	45,984	45,984
10-5100-5600	DRUG CONTROL	7,000	8,000	8,000	14,000	14,000
10-5100-5601	DRUG & FED FORFEITURE TAX	13,789	-	-		-
10-5100-5700	MISCELLANEOUS	1,352	1,117	2,000	2,500	2,000
10-5100-5800	COMMUNITY INVOLVEMENT	1,073	1,365	1,500	1,500	1,500
10-5100-5900	HURRICANE DORIAN	-	829	-		-
10-5100-7400	CAPITAL OUTLAY EQUIPMENT	78,449	116,786	90,834	139,658	139,658
10-5100-7401	SMALL EQUIPMENT	4,033	19,434	15,900	39,650	16,400
10-5100-7402	EQUIPMENT/DOJ GRANT FUND	-	-	-		-
10-5100-9200	CONTINGENCY	-	-	-		-
TOTAL		\$1,501,424	\$1,652,120	\$1,702,628	\$1,945,677	\$1,826,529

**SUMMARY OF CAPITAL PROJECTS FOR POLICE DEPARTMENT
2020-2025**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Patrol Vehicles	2	\$636,239	\$636,239	\$139,658	\$95,433	\$146,728	\$100,264	\$154,156
TOTAL EXPENDITURES		\$636,239	\$636,239	\$139,658	\$95,433	\$146,728	\$100,264	\$154,156
Funding Sources				FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 23/24
Installment Financing								
Lease Purchase								
General Fund Op. Revenues				\$139,658	\$95,433	\$146,728	\$100,264	\$154,156
Water/Sewer Op. Revenues								
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
Total Funding				\$139,658	\$95,433	\$146,728	\$100,264	\$154,156

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: 2020-2021

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

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5300-0200	REGULAR SALARIES	298,866	255,063	262,632	266,696	266,696
10-5300-0300	TEMPORARY SALARIES	2,280	4,496	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	22,228	19,976	21,315	21,167	21,167
10-5300-0600	GROUP INSURANCE	38,033	39,866	39,420	44,839	44,839
10-5300-0700	RETIREMENT	22,393	20,595	26,814	30,129	30,129
10-5300-0701	ON BEHALF OF PAYMENTS - FIRE	12,318	12,728	-	13,000	13,000
10-5300-0900	PROFESSIONAL SERVICES	4,842	5,262	5,000	5,000	5,000
10-5300-1000	EMPLOYEE TRAINING	4,312	3,445	5,500	5,500	5,000
10-5300-1100	TELEPHONE	5,517	5,603	5,000	5,000	4,500
10-5300-1200	POSTAGE	196	294	300	300	300
10-5300-1300	UTILITIES	564	386	500	1,000	1,000
10-5300-1400	TRAVEL	271	90	300	300	300
10-5300-1500	REPAIR BLDGS & GROUNDS	53	448	2,000	2,000	2,000
10-5300-1600	REPAIR EQUIPMENT	57,893	51,849	26,590	28,000	28,000
10-5300-2100	EQUIPMENT RENTS/LEASES	-	-	2,000	2,000	1,000
10-5300-3100	AUTOMOTIVE SUPPLIES	21,217	18,280	16,000	16,000	16,000
10-5300-3200	OFFICE SUPPLIES	253	-	1,000	1,500	500
10-5300-3300	DEPARTMENT SUPPLIES	2,784	1,916	5,000	5,000	4,000
10-5300-3400	BANK CHARGES	298	316	350	350	350
10-5300-3600	UNIFORMS	4,741	3,710	5,000	5,000	4,800
10-5300-3800	GARBAGE COLLECTION	937	664	800	800	800
10-5300-5300	DUES	824	947	1,400	1,400	1,400
10-5300-5400	INSURANCE	28,325	32,966	41,092	41,791	41,791
10-5300-5700	MISCELLANEOUS	1,134	811	1,200	1,400	1,400
10-5300-5900	HURRICANE DORIAN	-	398	-	-	-
10-5300-7400	CAPITAL OUTLAY EQUIPMENT	21,000	2,586	-	-	-
10-5300-7401	SMALL EQUIPMENT	25,205	45,575	26,800	30,000	28,000
10-5300-9200	CONTINGENCY	-	-	-	-	-
TOTAL		\$586,475	\$538,261	\$512,005	\$548,164	\$537,964

**TOWN OF WILLIAMSTON
ANNUAL ESTIMATE-EXPENDITURES
Fiscal Year: 2020-2021**

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

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5400-0200	REGULAR SALARIES	467,335	507,587	508,743	527,378	491,663
10-5400-0300	TEMPORARY SALARIES	17,480	24,487	23,000	26,000	23,000
10-5400-0400	SUPPLEMENTAL RETIREMENT	720	-	720	720	720
10-5400-0500	FICA TAX	35,377	40,739	41,443	42,333	39,601
10-5400-0600	GROUP INSURANCE	65,083	70,228	82,209	93,651	93,651
10-5400-0700	RETIREMENT	34,644	41,356	52,149	60,227	56,325
10-5400-0701	ON BEHALF OF PAYMENTS - RESC	4,562	5,196	3,000	6,000	6,000
10-5400-0900	PROFESSIONAL SERVICES	44,033	45,438	46,000	52,200	52,200
10-5400-1000	EMPLOYEE TRAINING	2,200	2,297	3,500	3,500	3000
10-5400-1100	TELEPHONE	2,337	2,313	3,500	3,500	3000
10-5400-1200	POSTAGE	8	112	300	300	300
10-5400-1300	UTILITIES	14,212	12,712	15,000	15,000	14,000
10-5400-1400	TRAVEL	256	180	250	200	200
10-5400-1500	REPAIR BLDGS & GROUNDS	6,068	5,083	6,000	7,500	6,500
10-5400-1600	EQUIPMENT REPAIR	8,050	8,601	15,500	15,500	15,500
10-5400-2100	EQUIPMENT RENTS/LEASES	3,082	2,948	3,200	3,200	3,200
10-5400-3100	AUTOMOTIVE SUPPLIES	10,590	8,772	9,000	9,000	9,000
10-5400-3200	OFFICE SUPPLIES	1,500	1,506	2,000	2,500	2,500
10-5400-3300	DEPARTMENT SUPPLIES - DIRECT	19,449	26,990	27,000	27,000	27,000
10-5400-3301	DEPARTMENT SUPPLIES - INDIRE	2,128	1,593	2,500	2,500	2,500
10-5400-3400	BANK CHARGES	248	263	250	250	250
10-5400-3600	UNIFORMS	4,611	3,388	4,500	4,500	4,500
10-5400-3800	GARBAGE COLLECTION	1,337	1,824	2,000	2,200	2,200
10-5400-5300	DUES	928	952	1,000	1,000	1,000
10-5400-5400	INSURANCE	23,021	25,083	28,336	28,703	28,703
10-5400-5700	MISCELLANEOUS	311	763	1,000	1,000	1,000
10-5400-5900	HURRICANE DORIAN	-	-	-	-	-
10-5400-7400	CAPITAL OUTLAY EQUIPMENT	-	101,931	33,000	104,000	0
10-5400-7401	SMALL EQUIPMENT	7,078	5,954	8,000	8,000	8,000
10-5400-9200	CONTINGENCY	-	-	-	-	-
TOTAL		\$ 776,647	\$ 948,297	\$ 923,100	\$ 1,047,862	\$ 895,513

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
 Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 5300 Name REGIONAL RESPONSE TEAM

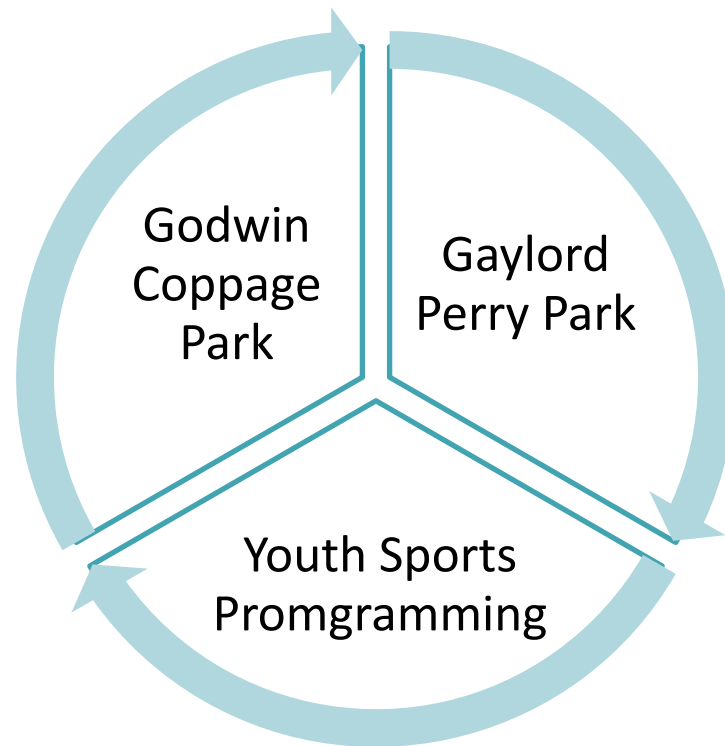
Account		6/30/2018	6/30/2019	6/30/2020	1/31/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Actual 1/29/19	Dept Request	Approved
10-5350-0300	RRT1 SALARIES	-	-	3,000	-	3,000	3,000
10-5350-0310	RT TRAINING SALARIES	3,350	2,055	3,350	1,618	3,350	3,350
10-5350-0500	RRT1 FICA TAX	-	158	230	-	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	20,707	14,490	25,000	12,979	25,000	25,000
10-5350-1100	RRT1 TELEPHONE	566	456	900	228	900	900
10-5350-1200	RRT1 POSTAGE	-	-	100	-	100	100
10-5350-1400	RRT1 TRAVEL	400	-	500	-	500	500
10-5350-1500	REPAIR BLDGS & GROUNDS	-	-	-	-	-	-
10-5350-1600	EQUIPMENT REPAIR	4,118	4,812	4,000	3,505	4,000	4,000
10-5350-3300	RRT1 DEPT SUPPLIES	2,688	1,437	7,000	842	3,000	3,000
10-5350-3600	RRT1 UNIFORMS	2,265	1,868	5,000	989	2,229	2,229
10-5350-3800	GARBAGE COLLECTION	-	648	2,000	690	2,000	2,000
10-5350-5400	WORKERS COMP INS RRT1	5,000	5,000	5,000	-	5,000	5,000
10-5350-7400	CAPITAL OUTLAY EQUIPMENT	634	-	-	-	-	-
10-5350-7401	SMALL EQUIPMENT	9,728	2,911	4,729	693	2,000	2,000
10-5350-7402	VEHICLE RESERVE	26,039	-	10,358	-	2,500	2,500
TOTAL		\$ 90,495	\$ 48,994	\$ 86,358	\$ 21,544	\$ 69,000	\$ 69,000

**SUMMARY OF CAPITAL PROJECTS FOR FIRE/RESCUE/RRT
2020-2025**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Utility Truck	2	\$45,000	\$53,491	\$0	\$53,491	\$0	\$0	\$0
Ambulance	2	\$172,000	\$185,282	\$0	\$90,354	\$94,928	\$0	\$0
SCBA(Self Contained Breathing Apparatus)	1	\$110,000	\$119,866	\$0	\$28,866	\$29,588	\$30,327	\$31,085
Lifepak 15 Heart monitor / Defibrillator	1	\$35,000	\$35,537	\$0	\$0	\$35,537	\$0	\$0
Ladder Truck	3	\$1,000,000	\$1,103,813	\$0	\$0	\$0	\$0	\$1,103,813
TOTAL EXPENDITURES		\$1,374,250	\$1,510,880	\$0	\$172,711	\$160,053	\$30,327	\$1,134,898
Funding Sources				FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 22/23
Installment Financing				\$0	\$90,354	\$94,928	\$0	\$1,103,813
Lease Purchase								
General Fund Op. Revenues				\$0	\$82,357	\$65,125	\$30,327	\$31,085
Water/Sewer Op. Revenues								
Grants (RRT)				\$0	\$0	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings								
DHS Grant								
Total Funding				\$0	\$172,711	\$160,053	\$30,327	\$1,134,898

No Capital Requests for 2020/2021

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: 2020-2021

Fund: 10 Name: GENERAL FUND

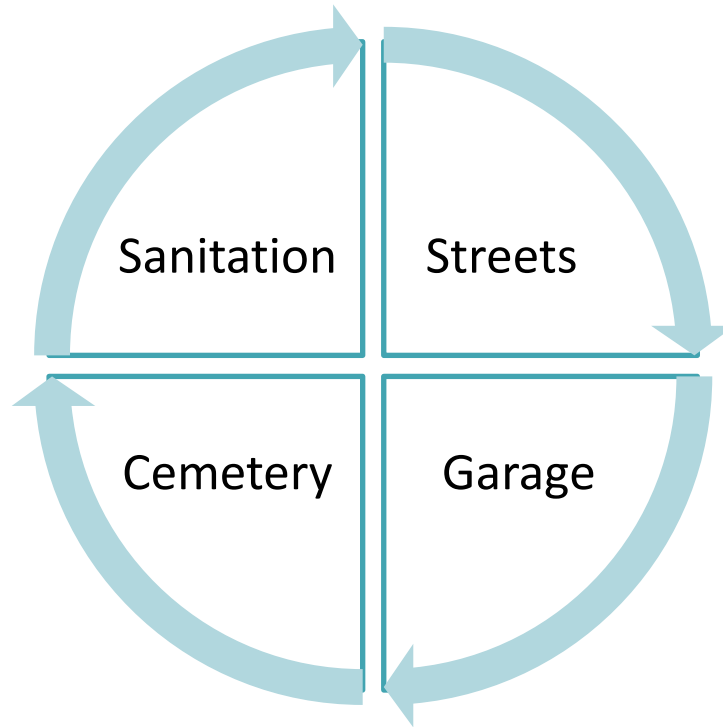
Dept 6200 Name: RECREATION DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6200-0200	REGULAR SALARIES	209,673	203,693	204,488	196,826	196,826
10-6200-0300	TEMPORARY SALARIES	67,947	67,586	70,699	99,016	79,016
10-6200-0500	FICA TAX	20,411	20,966	21,893	22,632	22,632
10-6200-0600	GROUP INSURANCE	27,059	28,570	31,256	35,784	35,784
10-6200-0700	RETIREMENT	16,980	17,986	21,440	22,076	22,076
10-6200-0900	PROFESSIONAL SERVICES	3,366	3,677	4,550	4,950	4,450
10-6200-1000	EMPLOYEE TRAINING	1,154	974	1,840	2,280	1,500
10-6200-1100	TELEPHONE	4,653	4,534	6,360	6,060	4,980
10-6200-1200	POSTAGE	121	125	500	500	500
10-6200-1300	UTILITIES	25,563	21,927	26,000	28,200	28,000
10-6200-1400	TRAVEL	30	30	-	-	-
10-6200-1500	REPAIR BLDGS & GROUNDS	23,609	53,334	28,340	39,040	24,540
10-6200-1600	REPAIR EQUIPMENT	9,272	6,055	11,750	9,400	7,000
10-6200-3100	AUTOMOTIVE SUPPLIES	10,464	8,756	9,000	10,960	8,500
10-6200-3300	DEPARTMENT SUPPLIES	28,659	26,235	29,760	32,010	29,010
10-6200-3400	BANK CHARGES	260	238	300	300	300
10-6200-3500	SUPPLIES-TURFGRASS MGMT	8,042	10,884	12,000	17,325	11,500
10-6200-3600	UNIFORMS	2,026	1,886	2,700	2,750	2,400
10-6200-3800	GARBAGE COLLECTION	5,364	5,575	6,000	6,300	6,300
10-6200-4500	CONTRACTED SERVICES	3,420	4,608	6,110	6,490	5,700
10-6200-5300	DUES	355	350	375	375	375
10-6200-5400	INSURANCE	14,361	21,348	16,536	16,078	16,078
10-6200-5700	MISCELLANEOUS	1,845	1,947	2,100	2,100	2,100
10-6200-5702	BARNES EST/Wmstn Yarn Mill	-	-	-	-	-
10-6200-5900	HURRICANE DORIAN	-	53	-	-	-
10-6200-7200	CAPITAL OUTLAY BUILDINGS	-	-	-	-	-
10-6200-7400	CAPITAL OUTLAY EQUIPMENT	-	26,929	-	83,000	77,000
10-6200-7401	SMALL EQUIPMENT	1,481	3,255	500	4,500	500
10-6200-9200	CONTINGENCY	-	-	-	-	-
TOTAL		\$486,115	\$541,521	\$514,497	\$648,951	\$587,066

**SUMMARY OF CAPITAL PROJECTS FOR PARKS AND RECREATION
2020-2025**

Expenditures	Priority*	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Gaylord Perry Park								
Gym Air Conditioning	2	\$77,000	\$77,000	\$77,000	\$0	\$0	\$0	\$0
Park Renovation	2	\$524,525	\$524,525	\$524,525	\$0	\$0	\$0	\$0
Godwin Coppage Park								
Concrete Slab under bleachers	2	\$12,000	\$12,000	\$0	\$6,000	\$6,000	\$0	\$0
Tennis Courts/West End								
Add 2 Additional Tennis Courts	3	\$80,000	\$107,591	\$0	\$0	\$0	\$0	\$107,591
Trucks								
Trucks	2	\$26,000	\$57,416	\$0	\$27,999	\$29,417	\$0	\$0
Maintenance Equipment								
72" Rotary Mower	2	\$15,000	\$16,153	\$0	\$16,153	\$0	\$0	\$0
Ballfield Machine/Bunker Rake	2	\$12,000	\$15,745	\$0	\$0	\$15,745	\$0	\$0
Gator	2	\$11,000	\$14,081	\$0	\$0	\$0	\$14,081	\$0
TOTAL EXPENDITURES		\$757,525	\$824,511	\$601,525	\$50,153	\$51,162	\$14,081	\$107,591
Funding Sources								
Installment Financing				\$0	\$27,999	\$29,417	\$0	\$0
Lease Purchase								
General Fund Op. Revenues				\$0	\$22,153	\$21,745	\$14,081	\$107,591
Water/Sewer Op. Revenues								
Grants					\$0	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings								
Grant/Loan								
Fund Balance				\$77,000				
Capital Project Ordinance				\$524,525				
Total Funding				\$601,525	\$50,153	\$51,162	\$14,081	\$107,591

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: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 5600 Name: STREET DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5600-0200	REGULAR SALARIES	194,689	203,501	207,225	216,805	216,805
10-5600-0300	TEMPORARY SALARIES	1,389	1,888	2,000	2,000	2,000
10-5600-0500	FICA TAX	14,305	15,603	16,006	16,739	16,739
10-5600-0600	GROUP INSURANCE	32,552	34,024	37,610	42,830	42,830
10-5600-0700	RETIREMENT	14,537	16,435	20,168	23,807	23,807
10-5600-0900	PROFESSIONAL SERVICES	473	84	350	350	200
10-5600-1000	EMPLOYEE TRAINING	262	-	2,000	2,000	1,200
10-5600-1100	TELEPHONE	740	747	750	795	795
10-5600-1200	POSTAGE	-	-	100	100	100
10-5600-1300	UTILITIES	132,497	128,127	135,000	135,000	135,000
10-5600-1400	TRAVEL	60	30	400	400	300
10-5600-1500	REPAIR BLDGS & GROUNDS	1,506	94	1,000	1,000	750
10-5600-1600	REPAIR EQUIPMENT	10,199	1,437	5,500	5,500	5,500
10-5600-2100	EQUIPMENT RENTS/LEASES	104	-	6,000	6,000	2,500
10-5600-2600	ADVERTISING	696	-	750	100	100
10-5600-3100	AUTOMOTIVE SUPPLIES	10,078	7,550	7,500	7,500	7,000
10-5600-3300	DEPARTMENT SUPPLIES	4,685	5,244	5,000	5,000	4,000
10-5600-3302	STAMPEDE - STREET	-	-	1,000	1,000	1,000
10-5600-3400	BANK CHARGES	232	245	300	300	300
10-5600-3600	UNIFORMS	4,423	3,968	4,500	4,860	4,500
10-5600-3900	POWELL B/EQUIP OPERATIONS	-	-	-		-
10-5600-4500	CONTRACTED SERVICES	243	180	1,000	2,000	1,700
10-5600-5400	INSURANCE	12,434	13,406	14,179	13,924	13,924
10-5600-5700	MISCELLANEOUS	87	303	300	300	300
10-5600-5900	HURRICANE DORIAN	-	43	-		-
10-5600-7400	CAPITAL OUTLAY EQUIPMENT	-	-	-		-
10-5600-7401	SMALL EQUIPMENT	2,653	1,413	750	3,986	3,986
10-5600-9200	CONTINGENCY	-	-	-		-
10-5600-9400	TRANSFER TO CAP PROJ FUND	-	-	-		-
TOTAL		\$438,842	\$434,323	\$469,388	\$492,296	\$485,336

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2020-2021

Fund: 10 Name; GENERAL FUND

Dept 5800 Name: SANITATION DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5800-0200	REGULAR SALARIES	229,706	246,952	267,398	273,862	249,070
10-5800-0300	TEMPORARY SALARIES	1,285	1,841	3,000	3,000	2,000
10-5800-0500	FICA TAX	17,376	19,446	20,685	21,180	19,283
10-5800-0600	GROUP INSURANCE	52,199	52,406	60,774	69,487	69,487
10-5800-0700	RETIREMENT	17,210	19,925	26,058	30,114	27,408
10-5800-0900	PROFESSIONAL SERVICES	132	119	100	100	100
10-5800-1000	EMPLOYEE TRAINING	-	-	100	100	100
10-5800-1100	TELEPHONE	820	1,145	450	500	500
10-5800-1400	TRAVEL	40	40	100	100	100
10-5800-1500	REPAIR BLDGS & GROUNDS	-	1,151	1,000	3,500	1,500
10-5800-1600	REPAIR EQUIPMENT	9,709	8,390	9,000	15,000	9,000
10-5800-2100	EQUIPMENT RENT,LEASE	104	-	100	100	100
10-5800-2600	ADVERTISING	148	33	200	200	200
10-5800-3100	AUTOMOTIVE SUPPLIES	30,680	26,576	22,000	23,000	23,000
10-5800-3300	DEPARTMENT SUPPLIES	1,722	2,196	1,700	1,700	1,700
10-5800-3301	MOSQUITO CONTROL	39	22	2,500	3,500	2,500
10-5800-3305	MARTIN COUNTY LANDFILL	13,704	23,799	14,000	15,000	15,000
10-5800-3400	BANK CHARGES	153	150	200	200	200
10-5800-3600	UNIFORMS	6,040	6,378	7,000	7,500	7,500
10-5800-3800	GARBAGE COLLECTION	-	395	1,200	1,200	750
10-5800-4500	CONTRACT SERVICES	852	337	1,500	1,500	1,500
10-5800-5400	INSURANCE	11,152	14,080	15,039	15,154	15,154
10-5800-5700	MISCELLANEOUS	277	409	300	300	300
10-5800-5900	HURRICANE DORIAN	-	21	-		-
10-5800-7400	CAPITAL OUTLAY EQUIPMENT	-	48,395	17,425	189,818	150,220
10-5800-7401	SMALL EQUIPMENT	342	282	-		-
10-5800-9200	CONTINGENCY	-	-	-		-
TOTAL		\$393,689	\$474,487	\$471,829	\$676,114	\$596,672

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 6400 Name: CEMETERY DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6400-0200	REGULAR SALARIES	55,021	60,089	61,053	62,875	62,875
10-6400-0300	TEMPORARY SALARIES	3,525	4,064	4,000	5,000	4,000
10-6400-0500	FICA TAX	4,425	5,095	5,053	5,192	5,192
10-6400-0600	GROUP INSURANCE	9,621	11,109	12,192	13,912	13,912
10-6400-0700	RETIREMENT	4,317	5,128	6,347	7,364	7,364
10-6400-0900	PROFESSIONAL SERVICES	45	-	500	500	200
10-6400-1100	TELEPHONE	403	434	400	400	400
10-6400-1300	UTILITIES	811	932	675	1,000	1,000
10-6400-1500	REPAIR BLDGS & GROUNDS	2,124	579	1,500	8,500	8,500
10-6400-1600	REPAIR EQUIPMENT	1,168	2,350	2,500	2,500	2,250
10-6400-3100	AUTOMOTIVE SUPPLIES	2,941	1,933	2,000	2,500	2,250
10-6400-3300	DEPARTMENT SUPPLIES	762	1,210	1,000	1,200	1,200
10-6400-3400	BANK CHARGES	39	38	80	80	80
10-6400-3500	ROOKS FUND EXPENSE	490	370	500	500	500
10-6400-3600	UNIFORMS	836	1,271	1,200	1,900	1,200
10-6400-5400	INSURANCE	276	3,028	2,716	2,807	2,807
10-6400-5700	MISCELLANEOUS	469	256	275	200	200
10-6400-5900	HURRICANE DORIAN	-	-	-		-
10-6400-7200	CAP OUTLAY-LAND & BLDGS	-	-	-		-
10-6400-7400	CAPITAL OUTLAY EQUIPMENT	9,450	5,299	-		-
10-6400-7401	SMALL EQUIPMENT	28	564	642	600	593
10-6400-9200	CONTINGENCY	-	-	-		-
TOTAL		\$96,750	\$103,748	\$102,633	\$117,031	\$114,524

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 6500 Name: TOWN GARAGE

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6500-0200	REGULAR SALARIES	120,044	122,940	124,939	129,397	129,397
10-6500-0500	FICA TAX	8,099	8,667	9,558	9,899	9,899
10-6500-0600	GROUP INSURANCE	16,254	17,131	18,714	21,505	21,505
10-6500-0700	RETIREMENT	8,871	9,813	11,988	14,020	14,020
10-6500-0900	PROFESSIONAL SERVICES	184	147	500	500	200
10-6500-1000	EMPLOYEE TRAINING	-	70	500	500	200
10-6500-1100	TELEPHONE	253	319	350	350	350
10-6500-1300	UTILITIES	2,638	2,038	2,900	3,000	3,000
10-6500-1500	REPAIR BLDGS & GROUNDS	37,680	2,112	2,114	2,114	1,500
10-6500-1600	REPAIR EQUIPMENT	1,515	4,858	3,085	3,085	2,500
10-6500-2100	LEASES	104	-	1,056	400	400
10-6500-3100	AUTOMOTIVE SUPPLIES	1,565	810	1,700	1,700	1,400
10-6500-3300	DEPARTMENT SUPPLIES	3,449	3,282	3,370	3,370	2,750
10-6500-3400	BANK CHARGES	76	77	200	200	200
10-6500-3600	UNIFORMS	1,640	1,717	2,810	2,810	2,810
10-6500-3800	GARBAGE COLLECTION	1,281	1,502	1,720	1,600	1,600
10-6500-4500	CONTRACTED SERVICES	2,060	3,667	6,915	6,915	6,000
10-6500-5400	INSURANCE	3,625	4,243	4,638	4,617	4,617
10-6500-5700	MISCELLANEOUS	19	45	200	200	200
10-6500-5900	HURRICANE DORIAN	-	64	-		-
10-6500-7400	CAPITAL OUTLAY EQUIPMENT	-	11,090	7,380		-
10-6500-7401	SMALL EQUIPMENT	1,529	2,260	1,520	5,650	5,650
10-6500-9200	CONTINGENCY	-	-	-		-
TOTAL		\$210,887	\$196,854	\$206,157	\$211,832	\$208,198

**CAPITAL PROJECTS FOR PUBLIC WORKS DEPARTMENT
2020-2025**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Streets								
Watershed Imprvmt - Diversion Ditch	1	\$443,000	\$513,744	\$0	\$513,744	\$0	\$0	\$0
Skewarkee Drainage Watershed Impvmt-	1	\$176,000	\$184,910	\$0	\$184,910	\$0	\$0	\$0
Sanitation								
Leaf Machines	2	\$55,000	\$115,710	\$0	\$55,000	\$0	\$0	\$60,710
Dump Truck	3	\$52,000	\$168,132	\$53,300	\$0	\$55,998	\$0	\$58,833
Leaf Collector Box	2	\$18,000	\$18,911	\$0	\$18,911	\$0	\$0	\$0
Air Curtain Burner	2	\$90,000	\$96,920	\$96,920	\$0	\$0	\$0	\$0
Cemetery								
Cemetery Mowers	2	\$12,923	\$12,923	\$0	\$12,923	\$0	\$0	\$0
Cemetery Dump Truck	2	\$59,000	\$65,125	\$0	\$0	\$65,125	\$0	\$0
Garage								
Gas Pumps/Equipment	2	\$13,660	\$15,078	\$0	\$0	\$15,078	\$0	\$0
Gates/Fencing	1	\$35,000	\$39,599	\$0	\$39,599	\$0	\$0	\$0
TOTAL EXPENDITURES		\$954,583	\$1,231,052	\$150,220	\$825,087	\$136,201	\$0	\$119,543
Revenue Source				FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Installment Financing				\$96,920	\$0	\$0	\$0	\$0
Lease Purchase				\$0	\$0	\$0	\$0	\$0
General Fund Op. Revenues				\$53,300	\$126,433	\$136,201	\$0	\$119,543
Water/Sewer Op. Revenues				\$0	\$0	\$0	\$0	\$0
Grants				\$0	\$698,654	\$0	\$0	\$0
Powell Bill Funds				\$0	\$0	\$0	\$0	\$0
Grant/Loan - USDA								
Enterprise 2 Fund								
Total Funding				\$150,220	\$825,087	\$136,201	\$0	\$119,543

**TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021**

Fund: 10 Name: GENERAL FUND

Dept 5200 Name: DEBT SERVICE

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-5200-9700	DEBT RET 2010 -- POLICE CARS	-	-	-		-
10-5200-9701	DEBT RET 2011 -- POLICE CARS	-	78,112	-		-
10-5200-9707	DEBT RET 2018--POLICE CARS	36,667	72,665	-		-
10-5200-9708	DEBT RET 2019 - POLICE CARS	-	-	26,198		-
10-5200-9709	DEBT RETIREMENT-FIRE TRUCK 2019	-	-	94,233	94,233	94,233
10-5200-9757	INTEREST 2018---POLICE CARS	1,690	2,233	821		-
10-5200-9758	INTEREST 2019 - POLICE CARS	-	841	-		-
10-5200-9759	INTEREST - FIRE TRUCK 2019	-	-	18,489	15,408	15,408
10-5200-9801	DEBT RETIREMENT - EMS REMOUNT	-	-	28,447	28,447	28,447
10-5200-9850	INTEREST 2011 -- AMBULANCE	-	-	-		-
10-5200-9851	INTEREST - EMS REMOUNT 2019	-	-	2,535	1,690	1,690
10-5200-9910	DEBT RETIREMENT-FIRE TANKER	62,000	-	-		-
10-5200-9911	INTEREST 2013	581	-	-		-
10-5200-9960	DEBT RETIREMENT-MISC INSTALL	22,614	-	22,614	22,614	22,614
10-5200-9970	INTEREST-MISC INSTALL	4,070	3,618	3,166	2,714	2,714
TOTAL		\$127,622	\$157,469	\$196,503	\$165,106	\$165,106

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
 Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 5000 Name: PUBLIC BUILDINGS

Account Number	Account Description	6/30/2018	6/30/2019	6/30/2020	2020/2021	
		Actual	Actual	Budget	Dept Request	Approved
10-5000-0200	REGULAR SALARIES	13,234	13,928	13,804	14,079	14,079
10-5000-0500	FICA TAX	1,009	1,108	1,056	1,077	1,077
10-5000-0600	GROUP INSURANCE	-	-	-	-	-
10-5000-0700	RETIREMENT	-	-	-	-	-
10-5000-1300	UTILITIES	11,661	13,042	13,000	13,000	13,000
10-5000-1500	REPAIR BLDGS & GROUNDS	10,094	3,304	6,000	6,000	4,500
10-5000-1600	REPAIR EQUIPMENT	1,606	-	-	500	500
10-5000-3300	DEPARTMENT SUPPLIES	3,719	3,578	4,000	4,000	3,000
10-5000-3400	BANK CHARGES	42	44	100	100	100
10-5000-3600	UNIFORMS	-	-	-	-	-
10-5000-3800	GARBAGE	973	1,710	1,500	2,000	2,000
10-5000-4500	CONTRACT SERVICES	70	-	-	-	-
10-5000-5400	INSURANCE	7,715	8,110	8,447	7,634	7,634
10-5000-5700	MISCELLANEOUS	-	-	100	-	-
10-5000-7200	CAPITAL OUTLAY BUILDINGS	-	-	-	-	-
10-5000-7401	SMALL EQUIPMENT	-	381	500	200	200
10-5000-9200	CONTINGENCY	-	-	-	-	-
TOTAL		\$50,121	\$45,206	\$48,507	\$48,591	\$46,091

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATE-EXPENDITURES
 Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

Dept 6300 Name: CULTURAL DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6300-1010	MARTIN MEMORIAL LIBRARY	101,797	102,000	102,000	102,000	102,000
10-6300-1016	STAMPEDE FESTIVAL	10,805	9,951	9,000	9,000	9,000
10-6300-1020	CHRISTMAS DECORATIONS	1,948	-	3,000	3,000	3,000
10-6300-1030	CHRISTMAS PARADE	2,126	3,408	3,500	3,500	3,500
10-6300-1040	CHRISTMAS TREE LIGHTS	637	1,348	500	500	500
10-6300-1050	SUSTAINABLE COMMUNITIES P	500	500	500	500	500
10-6300-7400	MAINTENANCE--CHRISTMAS D	262	-	500	500	500
10-6300-9200	CONTINGENCY	-	-	-		-
TOTAL		\$118,075	\$117,207	\$119,000	\$119,000	\$119,000

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
 Fiscal Year: 2020-2021

Fund: 10 Name: GENERAL FUND

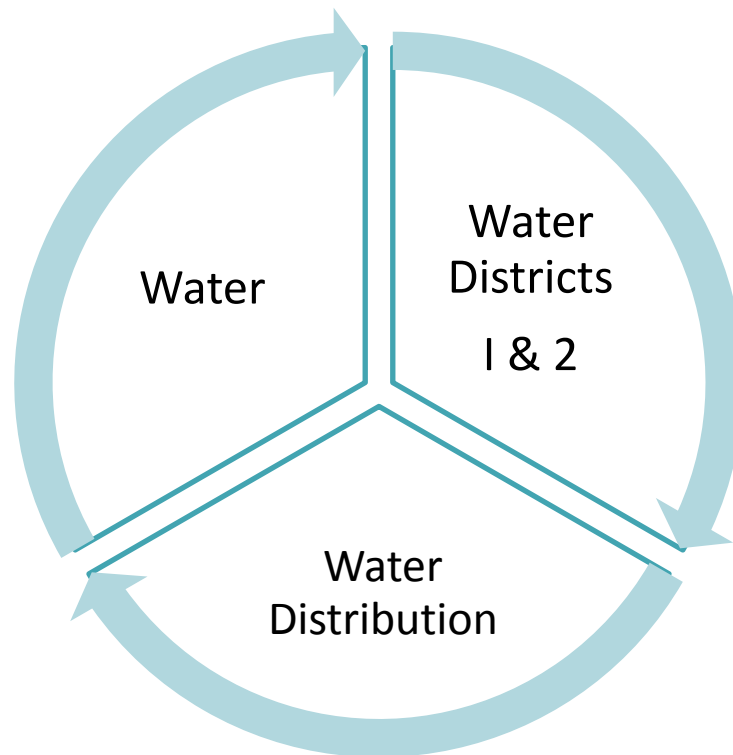
Dept 6600 Name: ECONOMIC & PHYSICAL DEVELOPMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
10-6600-0970	MARTIN CO ARTS COUNCIL	6,000	7,000	7,000	7,000	7,000
10-6600-0990	WILLIAMSTON DOWNTOWN	5,431	4,984	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	2,000	2,000	2,000
10-6600-1010	AUDOBON SOCIETY/NC STATE	-	-	-		-
10-6600-1040	HWY 17 ASSOCIATION	2,500	2,500	3,000	3,000	3,000
10-6600-1050	MID EAST COMMISSION	1,777	1,777	1,800	1,800	1,800
10-6600-1060	N C RURAL ECONOMIC CENTER	-	-	-		-
10-6600-1070	MARTIN COUNTY HISTORICAL S	2,000	2,000	-	1,000	1,000
10-6600-5300	INSTITUTE OF GOVERNMENT	682	700	700	700	700
10-6600-5302	MARTIN COUNTY CHAMBER	715	715	750	3,215	3,215
10-6600-5303	COMMITTEE OF 100	500	500	500	500	500
10-6600-5304	NCLM	6,168	6,456	6,500	6,500	6,500
10-6600-5305	LOCAL GOVERNMENT COMMIS	-	-	-		-
10-6600-5400	ROANOKE RIVER PARTNERS	1,500	1,500	1,500	1,500	1,500
10-6600-5410	ROANOKE RIVER BASIN	-	-	-		-
10-6600-5420	BOYS & GIRLS CLUB	15,000	15,000	15,000	15,000	15,000
10-6600-6601	COMMITTEE OF 1000	-	-	-	-	-
10-6600-7000	RETIRES FRINGE BENEFITS	120,933	127,183	85,963	114,709	114,709
10-6600-9200	CONTINGENCY	-	-	-		-
10-6600-9900	TRNSFR TO CAP PROJECTS FUNI	32,584	100,000	-	250,000	210,000
TOTAL		\$201,790	\$276,536	\$135,713	\$417,924	\$377,924

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: 2020-2021

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

Dept 8100 Name: WATER DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8100-0100	ADMINISTRATION EXPENSE	356,109	345,134	353,466	369,715	369,715
30-8100-0200	REGULAR SALARIES	213,711	222,343	223,610	229,826	229,825
30-8100-0300	TEMPORARY SALARIES	9,743	8,302	13,000	15,000	10,000
30-8100-0500	FICA TAX	16,843	17,799	18,254	18,729	18,729
30-8100-0600	GROUP INSURANCE	27,297	28,764	31,498	35,943	35,943
30-8100-0601	RETIREE -- FRINGE BENEFITS	25,016	25,316	1,944	1,368	1,368
30-8100-0700	RETIREMENT	16,598	18,207	22,969	26,610	26,610
30-8100-0900	PROFESSIONAL SERVICES	11,428	14,039	10,000	10,000	9,337
30-8100-1000	EMPLOYEE TRAINING	4,393	1,127	5,000	5,000	4,000
30-8100-1100	TELEPHONE	3,714	3,962	3,750	3,750	3,750
30-8100-1200	POSTAGE	3,399	3,578	5,000	5,000	5,000
30-8100-1300	UTILITIES	20,091	17,721	20,000	20,000	20,000
30-8100-1400	TRAVEL	120	100	200	200	200
30-8100-1500	REPAIR BLDGS & GROUNDS	1,506	4,104	10,000	10,000	7,500
30-8100-1600	REPAIR EQUIPMENT	26,501	8,566	20,000	20,000	17,500
30-8100-2100	EQUIPMENT RENT,LEASES	104	-	200	200	200
30-8100-2600	ADVERTISING	1,198	1,050	500	500	400
30-8100-3100	AUTOMOTIVE SUPPLIES	21,535	18,587	16,000	16,000	16,000
30-8100-3200	OFFICE SUPPLIES	-	-	250	250	250
30-8100-3300	DEPARTMENT SUPPLIES	16,308	26,033	9,400	9,400	9,400
30-8100-3400	BANK ANALYSIS CHARGES	450	477	646	646	646
30-8100-3600	UNIFORMS	3,214	3,328	4,500	4,500	4,500
30-8100-3800	GARBAGE COLLECTION	-	-	-	-	-
30-8100-4500	CONTRACTED SERVICES	69,583	61,291	80,000	80,000	75,000
30-8100-5300	DUES	2,992	3,160	4,500	4,500	4,500
30-8100-5400	INSURANCE	15,733	17,177	17,916	16,724	16,724
30-8100-5700	MISCELLANEOUS	-2,250	37	500	500	500
30-8100-5805	BAD DEBT	8,235	9,019	5,000	10,000	10,000
30-8100-5900	HURRICANE DORIAN	-	86	-	-	-
30-8100-7200	CAPITAL OUTLAY - BUILDINGS	-	-	-	-	-
30-8100-7400	CAPITAL OUTLAY EQUIPMENT	9,951	-	148,779	231,724	81,056
30-8100-7401	SMALL EQUIPMENT	8,170	5,157	48,444	48,725	48,725
30-8100-7600	CAPITAL OUTLAY - LINES	-	-	-	-	-
30-8100-7700	REPAIR LINES	10,163	9,800	-	15,000	2,500
30-8100-7750	REPAIR/REPLACE FIRE HYDRANT	5,231	336	10,000	10,000	10,000
30-8100-8110	PRINCIPAL - SCADA	62,553	62,553	62,553	62,553	62,553
30-8100-9400	TRANSFER TO CAP PROJ FUND	36,442	3,660	-	-	-
30-8100-9500	WATER AUTHORITY PURCHASE	1,262,910	1,216,309	1,185,930	1,190,759	1,190,759
30-8100-9501	TRANS TO WA AUTHORITY REVENUE	-	-	-	-	-
TOTAL		\$ 2,268,990	\$ 2,157,121	\$ 2,333,809	\$ 2,473,122	\$ 2,293,190

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021

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

Dept 8110 Name: WATER DISTRICT I

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8110-8900	WATER SERVICE FEES	-	-	-		
30-8110-9100	MC DEBT SERVICE	43,411	19,100	43,838	42,991	42,991
30-8110-9150	MC DEBT SERVICE INTERST	-	23,547	-		
TOTAL		\$ 43,411	\$ 42,647	\$ 43,838	\$ 42,991	\$ 42,991

TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021

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

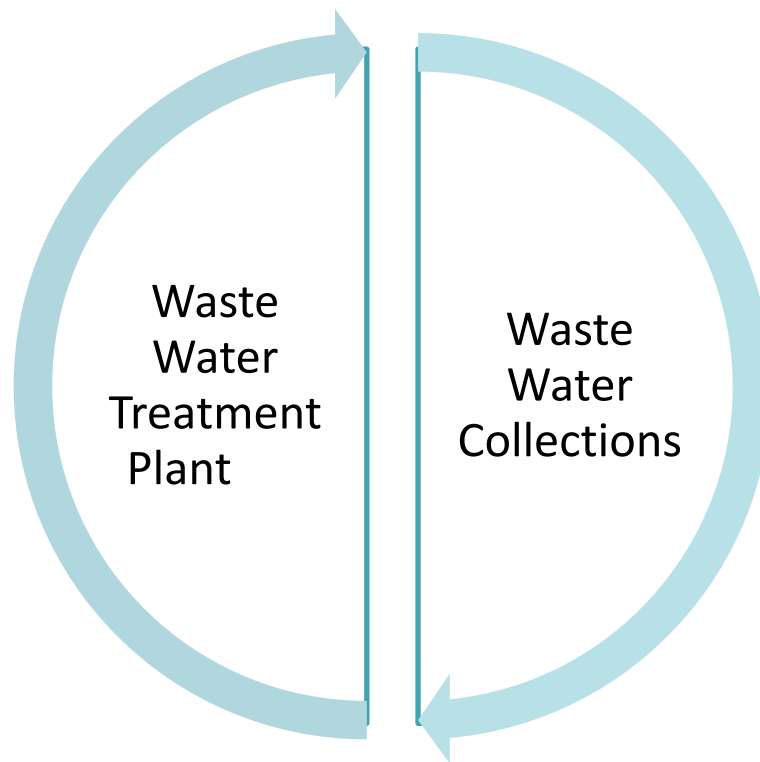
Dept 8111 Name: WATER DISTRICT II

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8111-8900	WATER SERVICE FEES	-	-	-		
30-8111-9100	MC DEBT SERVICE	123,696	45,977	126,373	124,366	124,366
30-8111-9150	MC DEBT SERVICE INTEREST	-	78,054	-		
TOTAL		\$123,696	\$124,031	\$126,373	\$124,366	\$124,366

**SUMMARY OF CAPITAL PROJECTS FOR WATER DEPARTMENT
2020-2025**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 23/24
Water Dept P/U Trucks	2	\$32,476	\$83,169	\$0	\$40,558	\$42,611	\$0	\$0
1 Ton Dump Truck	2	\$55,000	\$60,710	\$0	\$60,710	\$0	\$0	\$0
Mobile Lite Collector	2	\$10,000	\$11,314	\$11,314	\$0	\$0	\$0	\$0
New Primary Water Supply Transmission Main	1	\$1,903,000	\$2,206,897	\$0	\$2,206,897	\$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	\$504,541	\$0	\$504,541	\$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 Imprv-Skinner St	2	\$184,000	\$224,186	\$0	\$224,186	\$0	\$0	\$0
Water System Fireflow Imprv-SMG	2	\$58,000	\$70,667	\$0	\$70,667	\$0	\$0	\$0
Water System Fireflow Imprv-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	\$0	\$121,419	\$0	\$0
Trash Pump	2	\$7,000	\$7,538	\$0	\$7,538	\$0	\$0	\$0
Auto Read Meters	2	\$40,000	\$129,253	\$0	\$42,025	\$43,076	\$44,153	\$0
Backflow Device/WWTP	2	\$23,157	\$24,329	\$24,329	\$0	\$0	\$0	\$0
Ralph Taylor Road Water Main	2	\$43,225	\$45,413	\$45,413	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES		\$5,512,858	\$6,679,259	\$81,056	\$6,346,944	\$207,106	\$44,153	\$0
Funding Sources				FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 23/24
Installment Financing								
Lease Purchase								
General Fund Op. Revenues								
Water/Sewer Op. Revenues				81,056	150,831	207,106	44,153	-
Grants				\$0	\$2,556,849	\$0	\$0	\$0
Powell Bill Funds								
Retained Earnings				\$0	\$3,639,264	\$0	\$0	\$0
Grant/Loan								
Total Funding				\$81,056	\$6,346,944	\$207,106	\$44,153	\$0

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: 2020-2021**

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

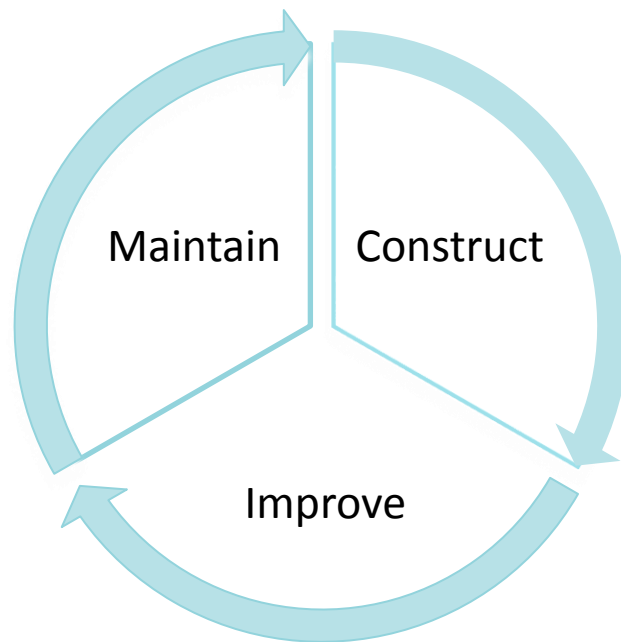
Dept 8200 Name: SEWER DEPARTMENT

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
30-8200-0100	ADMINISTRATION EXPENSE	301,718	291,547	298,565	313,524	313,524
30-8200-0200	REGULAR SALARIES	262,805	271,336	265,642	279,015	279,015
30-8200-0300	TEMPORARY SALARIES	6,930	9,644	7,500	7,500	7,500
30-8200-0500	FICA TAX	20,251	21,653	20,895	21,918	21,918
30-8200-0600	GROUP INSURANCE	39,014	39,332	44,754	50,862	50,862
30-8200-0601	RETIREE -- FRINGE BENEFITS	20,000	20,000	5,982	6,839	6,839
30-8200-0700	RETIREMENT	19,979	22,244	26,321	31,168	31,168
30-8200-0900	PROFESSIONAL SERVICES	7,427	14,494	15,000	15,000	10,000
30-8200-1000	EMPLOYEE TRAINING	2,964	2,857	5,500	5,500	3,500
30-8200-1100	TELEPHONE	3,498	3,518	3,000	3,000	2,900
30-8200-1200	POSTAGE	7,949	7,827	4,500	4,500	4,500
30-8200-1300	UTILITIES	110,576	114,417	110,000	110,000	110,000
30-8200-1400	TRAVEL	70	70	400	400	400
30-8200-1500	REPAIR BLDGS & GROUNDS	3,384	125	5,800	5,800	5,000
30-8200-1600	REPAIR EQUIPMENT	71,590	87,871	77,901	77,900	99,400
30-8200-2100	EQUIPMENT RENT,LEASE	104	1,959	7,000	7,000	5,000
30-8200-2600	ADVERTISING	83	118	500	500	500
30-8200-3100	AUTOMOTIVE SUPPLIES	7,698	6,280	9,000	9,000	9,000
30-8200-3200	OFFICE SUPPLIES	167	-	500	500	400
30-8200-3300	DEPARTMENT SUPPLIES	28,565	31,316	25,000	8,000	8,000
30-8200-3302	LAB SUPPLIES	3,376	7,068	7,000	7,000	7,000
30-8200-3305	CHEMICAL SUPPLIES	-	-	-	18,000	18,000
30-8200-3400	BANK ANALYSIS CHARGES	801	852	1,060	1,060	1,060
30-8200-3600	UNIFORMS	5,118	4,661	6,000	6,000	6,000
30-8200-3800	GARBAGE COLLECTION	1,338	1,450	1,500	1,500	1,500
30-8200-4500	CONTRACTED SERVICES	59,711	53,491	82,500	82,500	77,500
30-8200-5300	DUES	8,344	9,609	9,000	9,000	9,000
30-8200-5400	INSURANCE	43,865	30,094	31,321	29,183	29,183
30-8200-5700	MISCELLANEOUS	30	445	300	300	300
30-8200-5805	BAD DEBT	19,216	20,903	5,273	30,000	30,000
30-8200-5900	HURRICANE DORIAN	-	107	-		
30-8200-7200	CAPITAL OUTLAY BUILDINGS	-	-	-		
30-8200-7400	CAPITAL OUTLAY EQUIPMENT	29,899	-	30,460	207,502	185,502
30-8200-7401	SMALL EQUIPMENT	6,560	-	4,950		
30-8200-7500	SEWER IMPROVEMENTS-ANNEXATIO	-	-	-		
30-8200-7600	CAPITAL OUTLAY LINES	-	-	-		
30-8200-7700	SEWER LINE REPAIRS	13,285	-	-	20,000	20,000
30-8200-8100	BOND/LOAN PRINCIPAL	308,275	308,275	308,275	308,275	308,275
30-8200-8110	PRINCIPAL - I & I SEWER REHAB	-	-	-		
30-8200-8200	BOND/LOAN INTEREST	32,061	24,045	16,031	8,016	8,016
30-8200-8300	DISINFECTION SYS LOAN PRINCIPAL	-	-	-		
30-8200-8400	DISINFECTION SYS LOAN INTEREST	-	-	-		
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	211,515	124,494	182,509	182,509	182,509
30-8200-8750	INTEREST - ANNEXATION SEWER	85,898	65,318	57,089	53,731	53,731
30-8200-9200	CONTINGENCY 3%	-	-	-	-	-
30-8200-9400	TRANS TO CAP PROJ FUND	139,066	-43,835	-	-	-
30-8200-9450	TRANS TO GF-SKINNER 2012	-	-	-	-	-
TOTAL		\$ 1,935,192	\$ 1,605,653	\$ 1,729,094	\$ 1,974,568	\$ 1,959,069

**CAPITAL PROJECTS FOR SEWER DEPARTMENT
2020-2025**

Expenditures	Priority	CURRENT COST	TOTAL COST (IF PAID IN TARGETED FISCAL YEAR)	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Sewer Dept P/U Truck	2	\$50,000	\$32,002	\$0	\$32,002	\$0	\$0	\$0
Sewer Jet Cleaner	1	\$77,000	\$82,921	\$0	\$82,921	\$0	\$0	\$0
Wastewater Aerators & Controls	3	\$168,056	\$185,502	\$185,502	\$0	\$0	\$0	\$0
Sewer Camera Replacement	2	\$65,000	\$66,625	\$0	\$66,625	\$0	\$0	\$0
Influent Pump Station Controls	2	\$22,000	\$22,000	\$0	\$22,000	\$0	\$0	\$0
Mower	2	\$7,832	\$7,832	\$0	\$7,832	\$0	\$0	\$0
TOTAL EXPENDITURES		\$50,000	\$389,050	\$185,502	\$211,380	\$0	\$0	\$0
Funding Sources				FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Installment Financing				\$185,502				
Lease Purchase								
General Fund Op. Revenues								
Water/Sewer Op. Revenues				\$0	\$211,380	\$0	\$0	\$0
Grants								
Powell Bill Funds								
Retained Earnings								
Grant/Loan				\$0	\$0	\$0	\$0	\$0
Total Funding				\$185,502	\$211,380	\$0	\$0	\$0

POWELL BILL



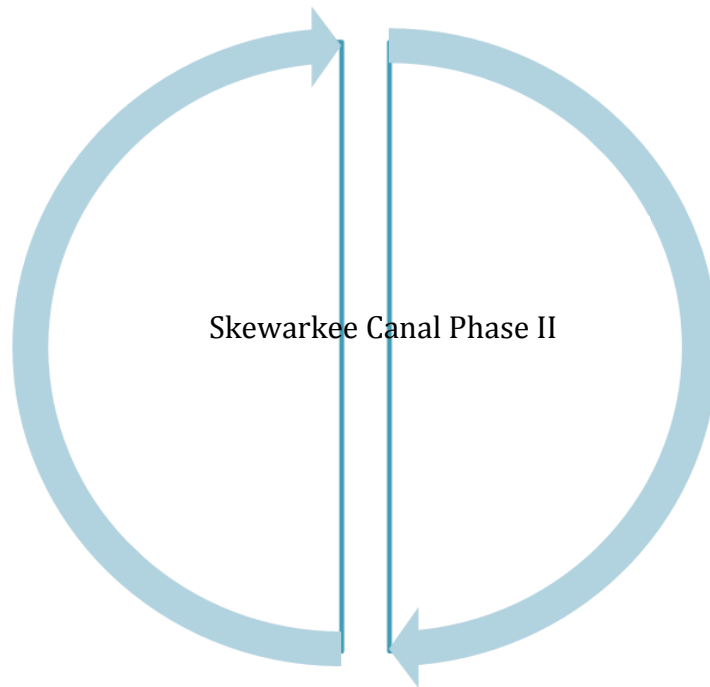
Powell Bill funds are distributed to cities and towns to assist them in maintaining, constructing, reconstructing, repairing and improving streets or public thoroughfares, bikeways, greenways, and sidewalks within their corporate limits (G. S. 136-41.1 through 41.4).

**TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021**

Fund: 15 Name: POWELL BILL FUND

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
15-5600-3700	POWELL BILL SERVICES	39,543	45,545	48,385	43,098	43,098
15-5600-3800	POWELL BILL - PROJECT	112,853	85,447	75,000	85,000	85,000
15-5600-3900	POWELL BILL - EQUIPMENT/OPERATIONS	14,142	14,734	263,905	234,000	234,000
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 AND INTEREST	10,351	8,298	6,228	4,152	4,152
15-5600-9400	TRANSFER TO CAPITAL PROJECTS FUND	-	-	-		
TOTAL		\$ 296,890	\$ 274,024	\$ 513,518	\$ 486,250	\$ 486,250

STORMWATER ENTERPRISE FUND



TOWN OF WILLIAMSTON
ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021

Fund: 25 Name: STORMWATER ENTERPRISE FUND

Account		6/30/2018	6/30/2019	6/30/2020	2020/2021	
Number	Account Description	Actual	Actual	Budget	Dept Request	Approved
25-5200-9100	STORM WATER DEBT PAYMENT	-	26,600	39,326	39,326	39,326
25-5200-9200	DEBT RESERVE	-	12,726	6,600	10,000	10,000
25-5200-9300	FUTURE PROJECT	-	-	4,074	674	674
25-5200-9400	UNCOLLECTIBLE - STORM WATER	-	-	5,000	5,000	5,000
TOTAL		\$0	\$39,326	\$55,000	\$55,000	\$55,000

ANNUAL BUDGET ESTIMATES-EXPENDITURES
Fiscal Year: 2020-2021

Summary of All Funds

<i>DESCRIPTION</i>	<i>2017/2018</i>	<i>2018/2019</i>	<i>2019/2020</i>	<i>2020/2021</i>
	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>
TOWN BOARD	37,276	38,708	47,481	58,505
ADMINISTRATION	(18,246)	58,322	89,390	33,820
PLANNING	185,702	190,033	193,416	189,894
PUBLIC BUILDING	50,121	45,206	48,507	46,091
Police	1,501,424	1,652,120	1,702,628	1,826,529
DEBT SERVICE	127,622	157,469	196,503	165,106
FIRE	586,475	538,261	512,005	537,964
RRT	90,495	48,994	86,358	69,000
RESCUE	776,647	948,297	923,100	895,513
STREET	438,842	434,323	469,388	485,336
SANITATION	393,689	474,487	471,829	596,672
RECREATION	486,115	541,521	514,497	587,066
CULTURAL	118,075	117,207	119,000	119,000
CEMETERY	96,750	103,748	102,633	114,524
SHOP	210,887	196,854	206,157	208,198
ECONOMIC & PHYSICAL	201,790	276,536	135,713	377,924
General Fund Total	5,283,663	5,822,087	5,818,605	6,311,142
WATER	2,268,990	2,157,121	2,333,809	2,293,190
WATER DISTRICT #1	43,411	42,647	43,838	42,991
WATER DISTRICT #II	123,696	124,031	126,373	124,366
SEWER	1,935,192	1,605,653	1,729,094	1,959,069
Enterprise Fund Total	4,371,289	3,929,451	4,233,114	4,419,616
POWELL BILL	296,890	274,024	513,518	486,250
Powell Bill Fund Total	296,890	274,024	513,518	486,250
Stormwater	-	39,326	55,000	55,000
Stormwater Fund	-	39,326	55,000	55,000
OPEB Trust Fund	65,949	67,183	-	-
Grand Total - All Funds	10,017,791	10,132,071	10,620,237	11,272,008

NOTICE OF PUBLIC HEARING FOR ADOPTION OF BUDGET

TOWN OF WILLIAMSTON NOTICE OF PUBLIC HEARING

The proposed budget for the Town of Williamston for fiscal year 2020-2021 has been filed with the Board of Commissioners. A public hearing on the proposed budget will be held on the 2nd of June, 2020 at 5:30 p.m. in the Assembly Room at the Town Hall. The proposed budget totals \$11,272,008 for FY 2020-2021, beginning July 1, 2020. 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.

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

<https://www.gotomeet.me/TownofWilliamston/board-of-commissioners-june-meeting>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)



ORDINANCE 2020-12
TOWN OF WILLIAMSTON
FY 2020-2021 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, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Town Board of Commissioners	\$ 58,505
Administration	\$ 33,820
Planning	189,894
Public Buildings	46,091
Police Department	1,826,529
Fire Department	537,964
Rescue/EMS Department	895,513
RRT Department	69,000
Street Department	485,336
Sanitation Department	596,672
Recreation Department	587,066
Cemetery	114,524
Garage	208,198
Cultural	119,000
Debt Retirement	165,106
Economic & Physical Development	377,924
	\$ 6,311,142

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Taxes and Licenses:	
Current Year's Property Taxes	\$ 2,737,565
Other Ad Valorem Tax Revenue	666,470
Local Option Sales Tax	890,000
Hold Harmless Reimbursements	300,000
Payment in Lieu of Taxes	4,000
Other Taxes and Licenses	473,450
User Charges and Fees:	
Recreation Activities	22,900
Cemetery Sales and Fees	55,000
EMS Service Charges	500,000
EMS Medicaid	70,000
Other Charges and Fees	23,000

Intergovernmental Payments:	
Total Government and Local Grants	296,237
Other Income:	
Investment Earnings	75,000
Installment Loan	96,920
Miscellaneous	23,600
Fund Balance Appropriated:	
Undesignated Funds	77,000
	<u>\$6,311,142</u>

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, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore approved for the Town:

Water Operations	\$2,149,581
Sewer Operations	1,168,970
Capital Outlay	266,558
Debt Retirement	834,507
Reserve	-0-
Loans	-0-
Transfer from Other Funds	-0-
Contingencies	<u>-0-</u>
	<u>\$ 4,419,616</u>

Section 4. It is estimated that the following revenues will be available in the Enterprise Fund for the fiscal year beginning July 1, 2020, and ending on June 30, 2021:

Water Charges	\$2,453,000
Sewer Charges	1,571,000
Interest on Investments	130,000
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>
	<u>\$ 4,419,616</u>

Section 5. It is estimated that the following expense will be available in the Storm Water Fund for the fiscal year beginning July 1, 2020, and ending on June 30, 2021:

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

Section 6. It is estimated that the following revenue will be available in the Storm Water Fund for the fiscal year beginning July 1, 2020, and ending on June 30, 2021:

Storm Water Fees	<u>\$55,000</u>
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\$ 55,000

Section 7. It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2020, and ending on June 30, 2021:

License Plate Tax	\$ 81,250
Powell Bill Revenue	171,000
Powell Bill Funds	<u>234,000</u>
	\$ 486,250

Section 8. It is estimated that the following expenses will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2020, and ending on June 30, 2021:

Street - License Plate	\$81,250
Powell Bill Services	43,098
Powell Bill – Equipment/Operations	234,000
Powell Bill Loan	38,750
Powell Bill Interest	4,152
Powell Bill – Paving Project	<u>85,000</u>
	\$486,250

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 4th day of June, 2020.

Mayor: 
Clerk: 