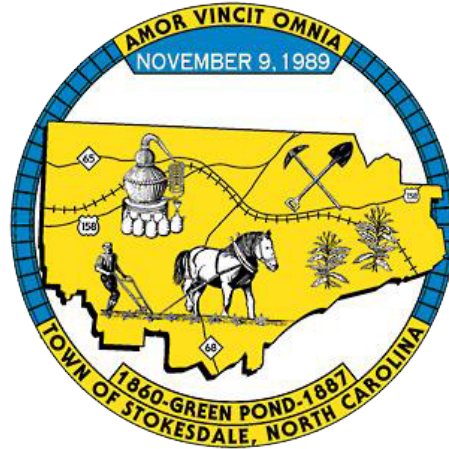


TOWN OF STOKESDALE NORTH CAROLINA



AGENDA PACKET

TOWN COUNCIL SPECIAL CALLED MEETING (BUDGET WORKSHOP)

STOKESDALE TOWN HALL BUILDING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357

APRIL 02, 2024
7:00 PM



AGENDA
TOWN OF STOKESDALE
TOWN COUNCIL
SPECIAL CALLED MEETING
(BUDGET WORKSHOP)
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
APRIL 02, 2024 AT 7:00 PM

AVAILABLE VENUES TO WATCH/ATTEND:

- a) Attend in Person at Stokesdale Town Hall in Council Chambers at 7:00 PM
 - b) View Live Stream on Town of Stokesdale's YouTube Channel at 7:00 PM:
https://www.youtube.com/channel/UC1tJH7T0Q_56F_EDH6wljiA/live
 - c) View & Participate (Citizen Comments) Virtually via Zoom at 7:00 PM:
<https://us02web.zoom.us/j/82344863820?pwd=K2E2R1VKak9nd0RZOUhuZm1URW1OZz09>
Meeting ID: 823 4486 3820 - Passcode: 705568 - One-Tap Mobile: 1-301-715-8592
-

- 01. Call to Order, Pledge of Allegiance, and Invocation.
- 02. Review and Adopt the Agenda: April 02, 2024.
- 03. Citizen's Comments from the Floor (3-Minute Limit per Speaker).
- 04. Discussion of 2024-2025 Fiscal Year Budget.
- 05. Citizen's Comments from the Floor (3-Minute Limit per Speaker).
- 06. Council Comments.

ANNOUNCEMENTS:

- 07. Council Announcements:
 - a) The next regular Town Council meeting is scheduled for Thursday, April 11, 2024, at 7:00 PM inside the Stokesdale Town Hall Council Chambers.

ADJOURNMENT:

- 08. Adjournment of Meeting.

GENERAL FUND				
Proposed FY24 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
<u>Section A: Income</u>				
Beer & Wine Excise Tax	\$ 24,000.00	\$ 23,554.82	\$ 27,207.59	\$ -
Contributions & Donations - Parade	\$ 3,500.00	\$ 2,800.00	\$ 5,375.00	\$ 5,215.00
Greensboro-Jamestown Profit Share	\$ 1,500.00	\$ 26,161.86	\$ 9,131.91	\$ 686.00
Investment Earnings	\$ 75,000.00	\$ 5,779.46	\$ 39,444.45	\$ 64,540.68
Miscellaneous	\$ 500.00	\$ 23.50	\$ 597.00	\$ 11.00
Planning & Zoning Fees	\$ 30,000.00	\$ 39,488.00	\$ 32,805.75	\$ 4,919.79
Plan Review Insepection Fee	\$ 5,000.00			
State Collected Revenues (Utilities)	\$ 295,000.00	\$ 298,157.30	\$ 298,647.37	\$ 138,897.98
Town Hall & Park Facility Rentals	\$ 1,500.00	\$ 4,020.00	\$ 845.00	\$ 920.00
Total Income from Outside Sources	\$ 436,000.00	\$ 399,984.94	\$ 414,054.07	
Undesignated Funds	\$ -	\$ 129,884.00	\$ 50,000.00	\$ -
Reserved Funds				\$ 50,000.00
Total Income	\$ 436,000.00	\$ 529,868.94	\$ 464,054.07	\$ 265,190.45
<u>Section B: Expenses</u>				
10000 - Capital Outlays				
10100 - Park Investment	\$ -	\$ 214,751.58		\$ 50,000.00
Total Capital Outlays	\$ -	\$ 214,751.58	\$ -	\$ 50,000.00

GENERAL FUND				
Proposed FY24 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
20000 - Cultural & Recreational				
20100 - Events Fund/Community	\$ 3,500.00	\$ 2,464.22	\$ 5,104.97	\$ 5,086.58
20300 - Park Electrical, Repairs, Cleaning, Lighting	\$ 8,500.00	\$ 5,738.00	\$ 4,810.21	\$ 5,495.64
Total Cultural & Recreational	\$ 12,000.00	\$ 8,202.22	\$ 9,915.18	\$ 10,582.22
30000 - Economic & Physical Developemnt				
30100 - Advertising - Planning & Zoning	\$ 6,500.00	\$ 5,279.21	\$ 3,127.54	\$ 1,769.44
30200 - Planning Fees - Planning & Zoning	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 12,500.00
Total Economic & Physical Developemnt	\$ 31,500.00	\$ 30,279.21	\$ 28,127.54	\$ 14,269.44
40000 - General Administrative Expense				
40100 - Administrative Expenses, & Fees, Education	\$ 7,000.00	\$ 734.94	\$ 3,726.12	\$ 2,575.79
40200 - Advertising (not zoning related)	\$ 1,000.00	\$ 2,238.56	\$ 224.28	\$ 120.00
40300 - Membership & Dues	\$ 10,500.00	\$ 8,417.00	\$ 8,810.50	\$ 9,594.31
40400 - Travel & Conferences for Staff/Council	\$ 3,000.00	\$ 359.47	\$ 1,825.67	\$ 2,887.85
40500 - Town Hall Repairs & Maintenance	\$ 10,500.00	\$ 15,925.57	\$ 27,488.36	\$ 2,607.84
40600 - Office Equipment Purchase/Repair	\$ 10,000.00	\$ 7,948.27	\$ 1,575.87	\$ 2,284.86
40700 - Housekeeping, Printing, Office Supplies & Software	\$ 30,000.00	\$ 19,989.00	\$ 19,964.56	\$ 15,574.98
40800 - Postage	\$ 1,652.51	\$ 814.13	\$ 1,133.33	\$ 479.83
40801 - Elections	\$ 4,000.00	\$ 3,360.15	\$ -	

GENERAL FUND				
Proposed FY24 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
40900 - Insurance, Bonding, Workers Comp	\$ 10,000.00	\$ 7,715.86	\$ 8,559.04	\$ 9,017.73
41000 - Lawn/Outdoor Maintenance	\$ 43,000.00	\$ 38,300.00	\$ 40,400.00	\$ 24,000.00
70100 - Town Hall Electricity	\$ 15,000.00	\$ 8,956.59	\$ 10,909.30	\$ 8,963.97
70200 - Internet/Phone	\$ 10,200.00	\$ 10,195.09	\$ 10,145.05	\$ 7,650.79
70300 - Security/Alarm	\$ 2,742.94	\$ 1,535.00	\$ 1,272.00	\$ 978.00
70400 - IT Security & Website Design	\$ 10,300.00	\$ 7,579.95	\$ 7,599.49	\$ 8,828.97
Total General Admin	\$ 168,895.45	\$ 134,069.58	\$ 143,633.57	\$ 95,564.92
6000- Legal & Professional Services				
60200- Audit	\$ 12,000.00	\$ 13,860.00	\$ 14,555.00	\$ 10,625.00
60300 - Legal & Professional - Attorney	\$ 35,000.00	\$ 33,080.00	\$ 26,638.61	\$ 8,670.00
Total Legal & Professional Services	\$ 47,000.00	\$ 49,940.00	\$ 41,193.61	\$ 19,295.00
80000- Payroll Expenses				
80100 - F.I.C.A.	\$ 19,100.00	\$ 13,140.49	\$ 14,976.88	\$ 10,797.38
80200 - Mileage Reimbursement	\$ 600.00	\$ -	\$ 512.20	\$ 428.38
80300- Payroll Processing Fees	\$ 2,700.00	\$ 2,567.44	\$ 2,548.42	\$ 2,006.51
80400- Town Hall Staff Salaries	\$ 214,591.00	\$ 126,338.50	\$ 163,363.38	\$ 118,107.78
80500 - Health Insurance	\$ 16,800.00	\$ 12,547.00	\$ 11,116.95	\$ 4,557.99
80501- Dental Insurance	\$ 495.00			\$ 210.48

GENERAL FUND				
Proposed FY24 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
80502- Vision Insurance	\$ 150.00			\$ 66.48
80503- ST Disability	\$ 275.00			\$ 128.58
80504- State Retirement	\$ 18,622.00		\$ 10,292.97	\$ 9,592.74
80600 - Stipends - Council Expenses	\$ 34,800.00	\$ 36,460.00	\$ 34,800.48	\$ 24,750.99
Total Payroll Expenses	\$ 308,133.00	\$ 191,053.43	\$ 237,611.28	\$ 170,647.31
9000- Public Safety				
90050 - Public Safety (Stokesdale Elementary Deputy Coverage)	\$ 1,000.00			\$ 834.00
90100 - Fire Inspections & Investigations	\$ 10,000.00	\$ 6,338.38	\$ 5,688.03	\$ 1,599.00
90200 - Guilford County / Animal Control Service	\$ 20,635.00	\$ 16,772.00	\$ 16,215.00	\$ 9,366.00
Total Public Safety	\$ 31,635.00	\$ 23,110.38	\$ 21,903.03	\$ 11,799.00
90500 - Contingency Appropriations	\$ 12,852.01			
Total GF Operating Expenses	\$ 612,015.46	\$ 651,406.40	\$ 482,384.21	\$ 372,157.89
Section C: Reduction in GF Expenses from WE Fund Reimbursement				
40500- Town Hall Repairs & Maintenance	\$ (4,819.50)			\$ (1,197.00)
40600 - Office Equipment Purchase/Repair	\$ (4,590.00)	\$ (3,966.19)	\$ (835.21)	\$ (1,048.75)
40700 - Housekeeping, Printing, Office Supplies & Software	\$ (13,770.00)	\$ (10,090.88)	\$ (10,594.23)	\$ (6,704.78)
40900 - Insurance, Bonding, Workers Comp	\$ (4,590.00)	\$ (3,850.21)	\$ (4,536.29)	\$ (4,139.14)
70100 - Town Hall Electricity	\$ (6,885.00)	\$ (4,469.34)	\$ (5,603.70)	\$ (3,603.73)

GENERAL FUND					
Proposed FY24 Budget					
	Budget		FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
70200 - Internet/Phone	\$ (4,681.80)		\$ (5,087.35)	\$ (5,376.88)	\$ (3,134.70)
70300 - Security/Alarm	\$ (1,259.01)		\$ (765.97)	\$ (674.16)	\$ (402.08)
70400 - IT Security & Website Design	\$ (4,727.70)		\$ (3,782.40)	\$ (4,027.73)	\$ (3,742.20)
60200- Audit	\$ (5,508.00)		\$ (6,916.14)	\$ (7,714.15)	\$ (4,876.88)
80100 - F.I.C.A.	\$ (8,766.90)		\$ (6,650.88)	\$ (7,937.75)	\$ (4,956.00)
80300- Payroll Processing Fees	\$ (1,239.30)		\$ (1,281.15)	\$ (1,350.66)	\$ (830.67)
80400- Town Hall Staff Salaries	\$ (98,497.27)		\$ (65,617.54)	\$ (86,582.59)	\$ (54,211.47)
80500 - Health Insurance	\$ (8,133.48)		\$ (6,059.41)	\$ (5,573.98)	\$ (2,278.26)
80501- State Retirement	\$ (8,547.50)		\$ -	\$ (5,455.27)	\$ (4,403.07)
Total Reduction in GF Expenses from WE Reimbursement	\$ (176,015.46)		\$ (118,537.46)	\$ (146,262.60)	\$ (95,528.73)
Grand Total (On Budget Side Should Equal Zero: Income Must Equal Expenses)	\$ (0.00)				

Water Enterprise
Budget Projection 6-21-23

Water Enterprise				
Proposed FY24 Budget				
	Proposed Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
Section A: Income				
Backflow Preventer Fees	\$-	\$ 600.00		
Damage Penalties/Meter Resetting	\$1,000.00	\$ 4,080.40	\$ 1,388.00	\$ -
Investment Income	\$33,531.41	\$ 2,175.00	\$ 28,417.57	\$ 31,498.71
Taps & Connection Fee	\$20,000.00	\$ 67,465.00	\$ 16,000.00	\$ 37,900.00
Water Capacity Fees	\$50,000.00	\$ 67,250.00	\$ 30,000.00	\$ 38,250.00
Water Sales	\$622,000.00	\$ 512,343.00	\$ 570,866.00	\$ 466,267.99
Late Fees	\$1,000.00	\$ 1,875.23	\$ 1,360.06	\$ 1,089.24
Transfer from Fund Balance			\$ -	\$ -
Transfer from Capital Reserve Fund				\$ 128,000.00
Total Income	\$727,531.41	\$ 655,788.63	\$ 648,031.63	\$ 703,005.94
Section B: Expenses				
11000 - Water Purchase	\$250,000.00	\$ 184,864.36	\$ 199,224.08	\$ 159,700.48
11001 - One Time Capacity Fee				\$ 128,000.00
Total Water Purchase	\$250,000.00	\$ 184,864.36	\$ 199,224.08	\$ 287,700.48
Expenses				
12001 - Bond & Insurance	\$1,000.00		\$ -	\$ -
12002 - Contract Operations	\$85,000.00	\$ 98,610.20	\$ 73,439.74	\$ 49,883.75
12003 - Engineering & Infrastructure Consulting	\$50,000.00	\$ 5,002.50	\$ 35,526.25	\$ -
12004 - Dues/Subscriptions/Office Supplies	\$6,500.95	\$ 1,164.83	\$ 3,736.49	\$ 2,657.21
12005 - ORC Gary Matchunis	\$16,000.00		\$ 16,000.00	\$ 8,000.00
12006 - Postage	\$6,000.00	\$ 2,200.00	\$ 3,500.00	\$ 3,515.73
12008 - F.I.C.A. Expense	\$765.00	\$ 516.69	\$ 511.27	\$ 352.38
12009 - Mileage Reimbursement	\$2,000.00	\$ 1,724.84	\$ 1,682.47	\$ 1,091.09
12010 - Salaries	\$10,000.00	\$ 6,586.38	\$ 6,683.04	\$ 4,606.52
Total Administrative & Payroll Expenses	\$177,265.95	\$ 115,805.44	\$ 141,079.26	\$ 70,106.68
13000 - Repairs & Maintenance				
13002 - Chemicals	\$1,000.00	\$ 541.00	\$ 280.50	\$ 581.00
13003 - Chlorinator Maintenance	\$4,000.00	\$ -	\$ -	\$ -
13004 - Electricity Chlorinator Utilities	\$750.00	\$ 641.27	\$ 690.91	\$ 531.51
13006 - Marking Water Lines 811	\$1,000.00	\$ 340.71	\$ 370.86	\$ 259.20
13007 - Supplies/Water Hydrant Maintenance/	\$5,000.00	\$ -		\$ -
13008 - Meter Installation/Gen Repair	\$12,000.00	\$ 806.94	\$ 8,935.81	\$ 1,042.53

Water Enterprise
Budget Projection 6-21-23

Water Enterprise				
Proposed FY24 Budget				
	Proposed Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
13009 - Water Tank Maintenance	\$1,000.00	\$ -		\$ -
13010 - Water Testing	\$4,500.00	\$ 3,377.60	\$ 3,529.90	\$ 3,456.20
Total Repairs & Maintenance	\$29,250.00	\$ 5,707.52	\$ 13,807.98	\$ 5,870.44
14000 - Water Capital				
14001 - Purchase Transponder Equipment				
14002 - Transfer to Capital Reserve Fund	\$50,000.00	\$ 67,250.00	\$ 30,000.00	\$ 31,500.00
Total Water Capital	\$50,000.00	\$ 67,250.00	\$ 30,000.00	\$ 31,500.00
16000 - Meters				
16001 - Electronic Water Meters Changeout	\$25,000.00		\$ 2,466.50	
16002 - Electronic Water Meters New Construction	\$20,000.00	\$ 27,192.16	\$ 17,286.19	\$ 9,314.91
Total Meters	\$45,000.00	\$ 27,192.16	\$ 19,752.69	\$ 9,314.91
17000 - Contingency Appropriations	\$-		\$ -	\$ -
15000 - Over Head Reimbursement Expense to General Fund				
15001 - Office Equipment Purchase/Repair	\$ 4,590.00	\$3,966.19	\$ 835.21	\$ 1,048.75
15002 - Housekeeping, Printing, Office Supplies & Software	\$ 13,770.00	\$10,090.88	\$ 10,594.23	\$ 6,704.78
15003 - Insurance, Bonding, Workers Comp	\$ 4,590.00	\$3,850.21	\$ 4,536.29	\$ 4,139.14
15004 - Town Hall Repairs & Maintenance	\$ 4,819.50		\$ -	\$ 1,197.00
15005 - Audit	\$ 5,508.00	\$6,916.14	\$ 7,714.15	\$ 4,876.88
15006 - Town Hall Electricity	\$ 6,885.00	\$4,469.34	\$ 5,603.73	\$ 3,603.73
15007 - Internet/Phone	\$ 4,681.80	\$5,087.35	\$ 5,376.88	\$ 3,134.70
15008 - Security/Alarm	\$ 1,259.01	\$765.97	\$ 674.16	\$ 402.08
15009 - IT Security & Website Design	\$ 4,727.70	\$3,782.40	\$ 4,027.73	\$ 3,742.20
15010 - F.I.C.A.	\$ 8,766.90	\$6,650.88	\$ 7,937.75	\$ 4,956.00
15011 - Payroll Processing Fees	\$ 1,239.30	\$1,281.15	\$ 1,350.66	\$ 830.67
15012 - Town Hall Staff Salaries	\$ 98,497.27	\$65,617.54	\$ 86,582.59	\$ 54,211.47
15013 - Health Insurance	\$ 8,133.48	\$6,059.41	\$ 5,573.98	\$ 2,278.26
15014 - State Retirement	\$ 8,547.50		\$ 5,455.27	\$ 4,403.07
Total Overhead Reimbursement to General Fund	\$ 176,015.46	\$118,537.46	\$ 146,262.63	\$ 95,528.73
Total Expenses	\$727,531.41	\$519,356.94	\$ 550,126.64	\$ 500,021.24
Total Budgeted Income Minus Expenses (this should equal ZERO for a balanced budget)	\$-			

Split Allocation
6-21-23

Employee	Budgeted Salary	GF %	WF %	GF	WE
Pris Salary	\$ 47,741	5%	95%	\$ 2,387.03	\$ 45,353.48
Dale Salary	\$ 20,023	100%	0%	\$ 20,023.20	-
Kim Salary	\$ 49,650	50%	50%	\$ 24,825.06	\$ 24,825.06
Robbie Salary	\$ 59,410	65%	35%	\$ 38,616.76	\$ 20,793.64
Deputy Clerk	\$ 37,767	80%	20%	\$ 30,213.61	\$ 7,553.40
			Total	\$ 116,065.65	\$ 98,525.58
	\$ 214,591		% of Total	54.1%	45.9%