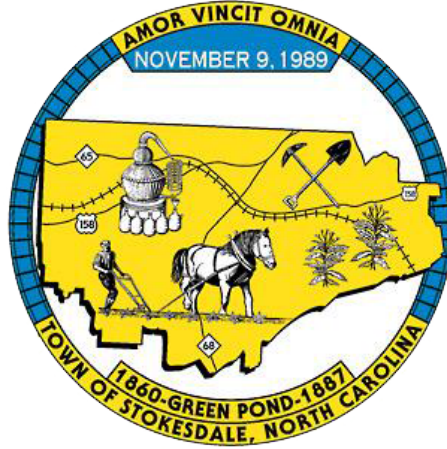


TOWN OF STOKESDALE NORTH CAROLINA



AGENDA PACKET

TOWN COUNCIL SPECIAL CALLED MEETING (BUDGET WORKSHOP)

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

MAY 07, 2024
7:00 PM



AGENDA
TOWN OF STOKESDALE
TOWN COUNCIL
SPECIAL CALLED MEETING
(BUDGET WORKSHOP)
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
MAY 07, 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 (Public Comments) Virtually via Zoom at 7:00 PM:
<https://us02web.zoom.us/j/81070913602?pwd=UEhaVkJKWkJHbmJkUU5PcVdtZFBGUT09>
Meeting ID: 810 7091 3602 - Passcode: 014337 - One-Tap Mobile: 1-309-205-3325
-

- 01. Call to Order, Pledge of Allegiance, and Invocation.
- 02. Review and Adopt the Agenda: May 07, 2024.
- 03. Public Comments from the Floor (3-Minute Limit per Speaker).
- 04. Discussion of 2024-2025 Fiscal Year Budget.
- 05. Public 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, May 09, 2024, at 7:00 PM inside the Stokesdale Town Hall Council Chambers.

ADJOURNMENT:

- 08. Adjournment of Meeting.

General Fund
Budget Projection 05-07-2024

GENERAL FUND				
Proposed FY24-25 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
Section A: Revenue				
Intergovernmental Revenue				
Beer & Wine Excise Tax	\$ 24,000.00	\$ 23,554.82	\$ 27,207.59	\$ -
Greensboro-Jamestown Profit Share	\$ 1,000.00	\$ 26,161.86	\$ 9,131.91	\$ 686.00
State Collected Revenues (Utilities)	\$ 295,000.00	\$ 298,157.30	\$ 298,647.37	\$ 138,897.98
Solid Waste Disposal	\$ 4,920.00			
Total Intergovernmental Revenue	\$ 324,920.00	\$ 347,873.98	\$ 334,986.87	\$ 139,583.98
Investment Earnings Revenue				
Investment Earnings	\$ 93,000.00	\$ 5,779.46	\$ 39,444.45	\$ 72,863.56
Total Investment Earnings Revenue	\$ 93,000.00	\$ 5,779.46	\$ 39,444.45	\$ 72,863.56
Fees & Miscellaneous Revenue				
Planning & Zoning Fees	\$ 12,000.00	\$ 39,488.00	\$ 32,805.75	\$ 7,064.54
Plan Review Insepection Fee	\$ -			
Miscellaneous	\$ 500.00	\$ 23.50	\$ 597.00	\$ 11.00
Town Hall & Park Facility Rentals	\$ 2,200.00	\$ 4,020.00	\$ 845.00	\$ 1,075.00
Total Fees & Miscellaneous Revenue	\$ 14,700.00	\$ 4,043.50	\$ 1,442.00	\$ 8,150.54
Contributions & Donations Revenue				
Contributions & Donations - Parade	\$ 3,500.00	\$ 2,800.00	\$ 5,375.00	\$ 5,215.00
Total Contributions & Donations Revenue	\$ 3,500.00	\$ 2,800.00	\$ 5,375.00	\$ 5,215.00
Grants & Intergovernmental Transfers				
ARPA (American Rescue Plan Act)	\$ 306,084.23			
NC State Grant				
Reserved Funds				\$ 50,000.00
Total Grants & Intergovernmental Transfers	\$ 306,084.23			\$ 50,000.00
Transfer from Fund Balance				
Transfer from Undesignated Fund Balance	\$ -	\$ 129,884.00	\$ 50,000.00	\$ -

General Fund
Budget Projection 05-07-2024

GENERAL FUND				
Proposed FY24-25 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
Total Transfer from Fund Balance		\$ 129,884.00	\$ 50,000.00	
Total Revenue	\$ 742,204.23	\$ 477,757.98	\$ 384,986.87	\$ 275,813.08
Section B: Expenses				
10000 - Capital Outlays				
10100 - Park Investment		\$ 214,751.58		\$ 50,000.00
10101 - Capital Projects				
Total Capital Outlays	\$ -	\$ 214,751.58	\$ -	\$ 50,000.00
20000 - Cultural & Recreational				
20100 - Events Fund/Community	\$ 4,500.00	\$ 2,464.22	\$ 5,104.97	\$ 5,086.58
20300 - Park Electrical, Repairs, Cleaning, Lighting	\$ 8,500.00	\$ 5,738.00	\$ 4,810.21	\$ 6,071.22
Total Cultural & Recreational	\$ 13,000.00	\$ 8,202.22	\$ 9,915.18	\$ 11,157.80
30000 - Economic & Physical Developemnt				
30100 - Advertising - Planning & Zoning	\$ 6,500.00	\$ 5,279.21	\$ 3,127.54	\$ 2,242.08
30200 - Planning Fees - Planning & Zoning	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Total Economic & Physical Developemnt	\$ 31,500.00	\$ 30,279.21	\$ 28,127.54	\$ 27,242.08
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	\$ 2,928.72
40500 - Town Hall Repairs & Maintenance	\$ 10,500.00	\$ 15,925.57	\$ 27,488.36	\$ 2,647.84

General Fund

Budget Projection 05-07-2024

GENERAL FUND				
Proposed FY24-25 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
40600 - Office Equipment Purchase/Repair	\$ 10,000.00	\$ 7,948.27	\$ 1,575.87	\$ 2,723.78
40700 - Housekeeping, Printing, Office Supplies & Software	\$ 30,000.00	\$ 19,989.00	\$ 19,964.56	\$ 18,661.30
40800 - Postage	\$ 1,652.51	\$ 814.13	\$ 1,133.33	\$ 479.83
40801 - Elections	\$ 4,000.00	\$ 3,360.15	\$ -	
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	\$ 30,300.00
70100 - Town Hall Electricity	\$ 15,000.00	\$ 8,956.59	\$ 10,909.30	\$ 10,041.27
70200 - Internet/Phone	\$ 10,200.00	\$ 10,195.09	\$ 10,145.05	\$ 8,509.20
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	\$ 8,811.26
Total General Admin	\$ 168,895.45	\$ 134,069.58	\$ 143,633.57	\$ 107,389.03
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	\$ 12,270.50
Total Legal & Professional Services	\$ 47,000.00	\$ 49,940.00	\$ 41,193.61	\$ 22,895.50
80000- Payroll Expenses				
80100 - F.I.C.A.	\$ 19,461.00	\$ 13,140.49	\$ 14,976.88	\$ 12,861.97
80200 - Mileage Reimbursement	\$ 600.00	\$ -	\$ 512.20	\$ 428.38
80300- Payroll Processing Fees	\$ 2,700.00	\$ 2,567.44	\$ 2,548.42	\$ 2,406.00
80400- Town Hall Staff Salaries	\$ 219,591.00	\$ 126,338.50	\$ 163,363.38	\$ 139,818.51

General Fund

Budget Projection 05-07-2024

GENERAL FUND				
Proposed FY24-25 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
80500 - Health Insurance	\$ 16,800.00	\$ 12,547.00	\$ 11,116.95	\$ 5,420.10
80501- Dental Insurance	\$ 495.00			\$ 263.10
80502- Vision Insurance	\$ 150.00			\$ 83.10
80503- ST Disability	\$ 275.00			\$ 157.65
80504- State Retirement	\$ 18,622.00		\$ 10,292.97	\$ 11,556.80
80600 - Stipends - Council Expenses	\$ 34,800.00	\$ 36,460.00	\$ 34,800.48	\$ 29,900.27
Total Payroll Expenses	\$ 313,494.00	\$ 191,053.43	\$ 237,611.28	\$ 202,895.88
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	\$ 8,294.03			
90501 - Revenue Replacement Expenditures	\$ 306,084.23			
Total GF Operating Expenses	\$ 919,902.71	\$ 651,406.40	\$ 482,384.21	\$ 433,379.29
Section C: Reduction in GF Expenses from WE Fund Reimbursement				
40500- Town Hall Repairs & Maintenance	\$ (4,798.50)			\$ (1,318.62)
40600 - Office Equipment Purchase/Repair	\$ (4,570.00)	\$ (3,966.19)	\$ (835.21)	\$ (1,356.44)
40700 - Housekeeping, Printing, Office Supplies & Software	\$ (13,710.00)	\$ (10,090.88)	\$ (10,594.23)	\$ (9,293.33)
40900 - Insurance, Bonding, Workers Comp	\$ (4,570.00)	\$ (3,850.21)	\$ (4,536.29)	\$ (4,490.83)
70100 - Town Hall Electricity	\$ (6,855.00)	\$ (4,469.34)	\$ (5,603.70)	\$ (5,000.55)

General Fund
Budget Projection 05-07-2024

GENERAL FUND				
Proposed FY24-25 Budget				
	Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
70200 - Internet/Phone	\$ (4,661.40)	\$ (5,087.35)	\$ (5,376.88)	\$ (4,237.58)
70300 - Security/Alarm	\$ (1,253.52)	\$ (765.97)	\$ (674.16)	\$ (487.04)
70400 - IT Security & Website Design	\$ (4,707.10)	\$ (3,782.40)	\$ (4,027.73)	\$ (4,388.01)
60200- Audit	\$ (5,484.00)	\$ (6,916.14)	\$ (7,714.15)	\$ (5,291.25)
80100 - F.I.C.A.	\$ (8,893.68)	\$ (6,650.88)	\$ (7,937.75)	\$ (6,405.26)
80300- Payroll Processing Fees	\$ (1,233.90)	\$ (1,281.15)	\$ (1,350.66)	\$ (1,198.19)
80400- Town Hall Staff Salaries	\$ (100,353.09)	\$ (65,617.54)	\$ (86,582.59)	\$ (69,629.62)
80500 - Health Insurance	\$ (8,098.04)	\$ (6,059.41)	\$ (5,573.98)	\$ (2,950.13)
80501- State Retirement	\$ (8,510.25)	\$ -	\$ (5,455.27)	\$ (5,755.29)
Total Reduction in GF Expenses from WE Reimbursement	\$ (177,698.48)	\$ (118,537.46)	\$ (146,262.60)	\$ (121,802.14)
Grand Total (On Budget Side Should Equal Zero: Income Must Equal Expenses)	\$ 0.00			

Water Enterprise
Budget Projection 05-07-2024

Water Enterprise				
Proposed FY24 Budget				
	Proposed Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
Section A: Revenue				
Water Service Revenue				
Water Sales	\$630,000.00	\$ 512,343.00	\$ 570,866.00	\$ 528,055.47
Late Fees	\$1,000.00	\$ 1,875.23	\$ 1,360.06	\$ 1,213.01
Taps & Connection Fee	\$20,000.00	\$ 67,465.00	\$ 16,000.00	\$ 43,400.00
Water Capacity Fees	\$50,000.00	\$ 67,250.00	\$ 30,000.00	\$ 42,000.00
Total Water Service Revenue	\$ 701,000.00	\$ 649,533.23	\$ 618,226.06	\$ 614,668.48
Investment Earnings				
Investment Earnings	\$40,000.00	\$ 2,175.00	\$ 28,417.57	\$ 35,839.03
Total Investment Earnings	\$ 40,000.00	\$ 2,175.00	\$ 28,417.57	\$ 35,839.03
Miscellaneous Revenue				
Damage Penalties/Meter Resetting	\$1,000.00	\$ 4,080.40	\$ 1,388.00	\$ -
Total Miscellaneous Revenue	\$ 1,000.00	\$ 4,080.40	\$ 1,388.00	\$ -
Grants & Intergovernmental Transfers				
Guilford County ARPA Grant	\$ 257,273.35			
NC House Bill 1163				
NC Division of Water Infrastructure Grant				
Total Grants & Intergovernmental Transfers				
Transfer from Fund Balance				
Transfer from Fund Balance			\$ -	\$ -
Transfer from Capital Reserve Fund				\$ 128,000.00
Total Transfer from Fund Balance				\$ 128,000.00
Total Revenue	\$1,040,273.35	\$ 662,644.03	\$ 677,837.20	\$ 778,507.51
Section B: Expenses				
Direct Operational Expenses				
11000 - Water Purchase	\$275,000.00	\$ 184,864.36	\$ 199,224.08	\$ 169,464.64
12001 - Bond & Insurance	\$1,000.00		\$ -	\$ -
DETAILED ITEMIZED CONTRACT OPERATIONS-		\$ 98,610.20	\$ 73,439.74	\$ 60,541.75
12002 - Contract Operations for Reading Water Meters	\$14,400.00			
12003 - Contract Operations for Marking Lines (811 calls)	\$15,000.00			
12004 - Contract Operations for New Customer Meter Installations/General Repairs	\$67,600.00			
12005 - Engineering & Infrastructure Consulting (Non Capital Projects)	\$50,000.00	\$ 5,002.50	\$ 35,526.25	\$ -

This will be removed

Water Enterprise
Budget Projection 05-07-2024

Water Enterprise					
Proposed FY24 Budget					
	Proposed Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD	
12006 - Dues/Subscriptions/Office Supplies	\$6,500.95	\$ 1,164.83	\$ 3,736.49	\$ 2,923.40	
12007 - Operation Responsible in Charge (ORC)	\$16,000.00		\$ 16,000.00	\$ 16,000.00	
12008 - Postage	\$6,000.00	\$ 2,200.00	\$ 3,500.00	\$ 3,515.73	
12009 - F.I.C.A. Expense	\$765.00	\$ 516.69	\$ 511.27	\$ 394.79	
12010 - Mileage Reimbursement	\$2,000.00	\$ 1,724.84	\$ 1,682.47	\$ 1,091.09	
12011 - Salaries	\$10,000.00	\$ 6,586.38	\$ 6,683.04	\$ 5,160.93	
13002 - Chemicals Combining with 13000	\$-	\$ 541.00	\$ 280.50	\$ 581.00	This will be removed
13000 - Chemicals, Chlorinator Maintenance & Electricity	\$5,750.00	\$ -	\$ -	\$ -	
13004 - Electricity Chlorinator Utilities Combined with 13000		\$ 641.27	\$ 690.91	\$ 590.27	This will be removed
13001 - 811 Service	\$1,000.00	\$ 340.71	\$ 370.86	\$ 284.20	
13002- Supplies/Water Hydrant Maintenance/Repair	\$5,000.00	\$ -		\$ -	
13008 - Meter Installation/Gen Repair MOVED TO CONTRACT OPERA	\$-	\$ 806.94	\$ 8,935.81	\$ 1,050.62	This will be removed
13003 - Water Tank Maintenance	\$1,000.00	\$ -		\$ -	
13004 -Quality Control, and Testing	\$4,500.00	\$ 3,377.60	\$ 3,529.90	\$ 3,623.60	
13005 - Water Meter Purchase	\$45,000.00		\$ 2,466.50		
13005	\$-	\$ 27,192.16	\$ 17,286.19	\$ 9,314.91	This will be removed
17000 - Contingency Appropriations	\$28,950.55				
Total Operational Expense	\$ 555,466.50	\$ 333,569.48	\$ 373,864.01	\$ 402,536.93	
Capital Projects					
14000 - Transfer to Capital Reserve Fund	\$50,000.00		\$ 30,000.00	\$ 42,000.00	
14001 - New Capital Projects (Not System Maintenance or General Repair)	\$-				
14002 - Engineering & Infrastructure Consulting	\$257,273.35				
Total Capital Projects	\$ 307,273.35		\$ 30,000.00	\$ 42,000.00	
Total Operational Expense and Total Capital Expense	\$ 862,739.85	\$ 333,569.48	\$ 403,864.01	\$ 444,536.93	
Indirect Water System Expenses/Shared Overhead with General Fund					
15004 - Town Hall Repairs & Maintenance	\$ 4,798.50		\$ -	\$ 1,318.62	
15001 - Office Equipment Purchase/Repair	\$ 4,570.00	\$3,966.19	\$ 835.21	\$ 1,356.44	
15002 - Housekeeping, Printing, Office Supplies & Software	\$ 13,710.00	\$10,090.88	\$ 10,594.23	\$ 9,293.33	
15003 - Insurance, Bonding, Workers Comp	\$ 4,570.00	\$3,850.21	\$ 4,536.29	\$ 4,490.83	
15006 - Town Hall Electricity	\$ 6,855.00	\$4,469.34	\$ 5,603.73	\$ 5,000.55	
15007 - Internet/Phone	\$ 4,661.40	\$5,087.35	\$ 5,376.88	\$ 4,237.58	

Water Enterprise
Budget Projection 05-07-2024

Water Enterprise				
Proposed FY24 Budget				
	Proposed Budget	FY22 Actuals	FY23 Actuals	FY24 Actuals YTD
15008 - Security/Alarm	\$ 1,253.52	\$765.97	\$ 674.16	\$ 487.04
15009 - IT Security & Website Design	\$ 4,707.10	\$3,782.40	\$ 4,027.73	\$ 4,388.01
15005 - Audit	\$ 5,484.00	\$6,916.14	\$ 7,714.15	\$ 5,291.25
15010 - F.I.C.A.	\$ 8,728.70	\$6,650.88	\$ 7,937.75	\$ 6,405.26
15011 - Payroll Processing Fees	\$ 1,233.90	\$1,281.15	\$ 1,350.66	\$ 1,198.19
15012 - Town Hall Staff Salaries	\$ 100,353.09	\$65,617.54	\$ 86,582.59	\$ 69,629.62
15013 - Health Insurance	\$ 8,098.04	\$6,059.41	\$ 5,573.98	\$ 2,950.13
15014 - State Retirement	\$ 8,510.25		\$ 5,455.27	\$ 5,755.29
Total Indirect Water System Expenses/Shared Overhead With General Fund	\$ 177,533.50	\$118,537.46	\$ 146,262.63	\$ 121,802.14
Total Expenses	\$ 1,040,273.35	\$452,106.94	\$ 550,126.64	\$ 566,339.07
Total Budgeted Income Minus Expenses (this should equal ZERO for a balanced budget)	\$ -			

Grants/Restricted Funds	ARPA (GF)	Guilford County ARPA Grant (WE)	NC House Bill 1163 (WE)	NC Div of Water Infrastructure Grant (WE)	Small Town Development Grant (GF)	NC State Grant (GF)
	\$ 725,475.00	\$ 3,113,038.00	\$ 1,154,081.75	\$ 400,000.00	\$ 50,000.00	\$ 175,000.00
Expenditures	ARPA	Guilford County ARPA Grant	NC House Bill 1163	NC Div of Water Infrastructure Grant	Small Town Development Grant	NC State Grant
Hawkins Landscape Architecture	\$ 2,010.00					
FEI Civil Engineers and Land Surveys	\$ 7,100.00					
(Park) Pickleball/Basketball	\$ 247,836.00				\$ 50,000.00	
(Park) Playground equipment	\$ 81,692.83					
A&D Enterprises, Inc.			\$ 19,546.06			
Kennerly Engineering & Design, Inc.			\$ 18,000.00			
Baseball/Softball Lights at Community Park (8401 Capri Drive, Stokesdale)	\$ 50,000.00					
Charles Winfree (Attorney Fees)	\$ 2,474.50	\$ 4,037.98				
Hazen and Sawyer (Pre-Op)		\$ 366,400.00				
Greensboro Engineering PLLC (Stokesdale Soccer Field Lighting)	\$ 10,000.00					
Duke Energy - Installation for 2 new light poles & lights for Basketball Pickleball Courts	\$ 1,360.90					
Backyard Paradise - (Park) Park & Site Ammenities	\$ 12,897.77					
Hazen and Sawyer Lead & Copper Rule Revision Service Line Inventory Compliance Support			\$ 30,000.00			
CertaPro Painters Stain (2) Picnic Shelters	\$ 2,750.00					
Gauldin Plumbing and Pump, Inc. Install Faucet on wall of concession & restroom	\$ 533.75					
Balance Available by Special Revenue Fund: Expenditures TBD	\$ 306,819.25	\$ 2,742,600.02	\$ 1,086,535.69	\$ 400,000.00	\$ -	\$ 175,000.00

Split Allocation
05-07-2024

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	\$	64,410	65%	35%	\$	41,866.50	\$	22,543.50
Deputy Clerk	\$	37,767	80%	20%	\$	30,213.61	\$	7,553.40
				Total	\$	119,315.39	\$	100,275.44
	\$	219,591		% of Total		54.3%		45.7%