

Town of Stokesdale

Operating Budget

Fiscal Year 2023 - 2024





The Honorable Michael Crawford, Mayor & Town Council Members

Town of Stokesdale

P. O. Box 465 Stokesdale, North Carolina 27357

2023-2024 Finance Officer's Budget Message

Mayor, Council Members and Citizens:

The Town of Stokesdale is located in the northwest corner of Guilford County and is a rural community with services limited to Planning and Zoning, Water, contracted Solid Waste/Recycling services and a Town Park. The Town is served by the Stokesdale Fire Department and the Guilford County Sheriff's Department. The Town is comprised of a mixture of agricultural and farming areas, businesses, industries, and residential areas. A small business district provides services for the citizens of the area. Several industries are also located within the Town. The 19.5 square miles included in the incorporated area of the Town is intersected by three major highways, US Highway 158, NC Highway 68, and NC Highway 65. Part of the Town borders a fourth major highway, Interstate 73. With this network of roads, Stokesdale citizens are within a short drive of the larger cities of Greensboro, High Point and Winston Salem. The Town of Stokesdale operates under the Council-Mayor form of government and consists of a mayor and four council members which serve 4-year staggered terms.

The proposed budget for Fiscal Year 2023-2024 has been prepared based upon input from Budget workshops with council members and the citizens that attended the workshops.

The budget complies with the North Carolina Local Budget and Fiscal Control Act. The Town continues to maintain a strong financial position with reserves significantly above those that are required by state statute, and with no Town Property Tax. The proposed budget for the fiscal year 2023-2024 is presented for your review and consideration.

Ad Valorem property taxes will not be imposed for this Fiscal Year as a source of income for the Town. The Town plans to continue providing services that have been offered to the citizens for several years including, streetlights for the downtown area, and a water system that provides potable drinking water and supplemental water for the fire department.

In 2002-2003 Fiscal Year, Guilford County distributed Sales Tax proceeds on a per capita basis and the Town received \$312,266. In 2003, Guilford County Commissioners changed their distribution method to Ad Valorem method therefore eliminating any Sales Tax distribution to the Town of Stokesdale.

Since the Coronavirus, the Town has successfully dealt with unprecedented challenges. To help offset losses in revenues, the Town of Stokesdale received a federal grant in the amount of \$725,475.00 from the State Local Fiscal Recovery Fund also, known as the American Rescue Plan. Those funds must be encumbered no later than December 31, 2024, and spent no later than December 31, 2026. The Town has been granted \$3,113,038 from the Guilford County American Rescue Plan Fund.

The Town also provides and maintains a beautiful park for all residents and guests to enjoy, "Martin's Meadow" located directly behind Town Hall. The park hosts two large picnic shelters, a covered playground, two soccer fields, a sand volleyball court, a .75 mile paved walking trail, a disc golf course and restroom facilities. The Shelters are reservable for a nominal fee or used on a first-come first-served basis. Additional picnic tables and benches are scattered throughout the park. The soccer fields and volleyball court are reservable upon request or on a first-come first-served basis. In 2021, the Town Council purchased a 9.8-acre tract adjacent to the current park property and in the spring of 2023, Council voted on three projects which include the installation of new playground equipment, a full-size basketball court with six basketball goals, and two pickleball courts. These three projects should be complete by early fall of 2023.

The Town of Stokesdale operates under a limited staff including One Full-time Town Clerk, One Full-time Water Customer Service Manager, One Part-time Deputy Clerk, One Part-time Finance Officer/Budget Officer, and One Part-time Water Technician. In 2022, the Town joined the North Carolina Local Government Retirement System and appropriates funds for a health insurance plan for eligible full-time employees.

TOWN OF STOKESDALE BUDGET: The proposed combined General Fund and Water Enterprise Operating Budget for the 2023-2024 Fiscal Year totals \$1,211,000.

GENERAL FUND: The proposed Operating Budget for the General Fund totals \$459,000.

REVENUES: General Fund Revenues for Fiscal Year (FY) 2023-2024 are estimated at \$459,000. The largest source of income, the State Collected Revenues, previously called Utilities Franchise Tax is estimated at \$295,000. Beer & Wine Excise Tax \$24,000. Greensboro-Jamestown ABC Profit Shares at \$23,000. Investment earnings are estimated at \$85,000. Interest rates on our CDAR investments will range at an estimate of 2.71% - 3.69%.

Planning Fee Revenues are estimated to be \$20,000. Plan Review Inspection Fees \$5,000. Revenues from Contribution/Donations and Parade revenues are estimated at \$3,000. The fees from the Rental of Town Hall & Park Facilities are estimated at \$3,000. Estimated miscellaneous fees at \$1,000, and Transfer from Fund Balance \$9,300.

GENERAL FUND REIMBURSEMENT: The town receives \$172,328.57 from the Water Enterprise Fund as a reimbursement for shared expenses paid from the Town's General Fund.

EXPENDITURES: General Fund Expenditures for the Fiscal Year (FY) 2023-2024 are budgeted to be \$631,328.57. General Fund Revenue of \$459,000 with allocating cost to the Water Enterprise Fund at a percent of 45.9% budgeted at \$172,328.57 (reimbursed) to the General Fund resulting in a balanced budget for FY 23/24.

WATER ENTERPRISE FUND: The proposed Operating Budget for the Water Enterprise Fund totals \$752,000.

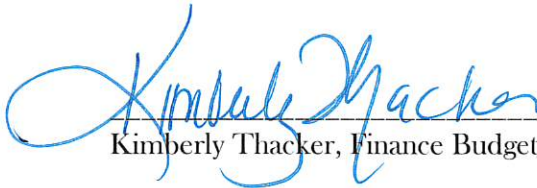
REVENUES: Water Sales \$640,000. Tap & Connection Fees \$20,000, Water Capacity Use Fees for the year \$60,000. Investment Income \$30,000. Late Fees \$1,000 and Miscellaneous Income from Backflow fees, Damage Penalties/Meter Resetting Fees \$1,000, and Transfer from Fund Balance \$0.

EXPENDITURES: Expenditures for the Water Enterprise Account are expected to be \$752,000.

GRANTS/RESTRICTED FUNDS: The Town of Stokesdale has been awarded grant funds under House Bill 1136 in the amount of \$1,154,081.75. The Town has also been awarded a grant from the NC Division of Water Infrastructure, a grant in the amount of \$400,000.

The Proposed Budget for 2023-2024 is presented for the review and the input of the Town Council as well as the citizens of the Town. The Proposed Budget will provide a sound financial position for the Town with revenues being utilized in beneficial ways for all citizens of the Town of Stokesdale.

Respectfully submitted the 21st day of June, 2023.



Kimberly Thacker, Finance Budget/Officer

June 21, 2023

Date



Michael E. Crawford, Mayor

June 21, 2023

Date

ATTEST:



Dale F. Martin, Town Clerk

June 21, 2023

Date

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
Section A: Income	
Beer & Wine Excise Tax	\$ 24,000.00
Contributions & Donations - Parade	\$ 3,000.00
Greensboro-Jamestown Profit Share	\$ 23,000.00
Investment Earnings	\$ 85,000.00
Miscellaneous	\$ 1,000.00
Planning & Zoning Fees	\$ 20,000.00
Plan Review Insepection Fee	\$ 5,000.00
State Collected Revenues (Utilities)	\$ 295,000.00
Town Hall & Park Facility Rentals	\$ 3,000.00
Total Income from Outside Sources	\$ 459,000.00
Undesignated Funds	-
Total Income	\$ 459,000.00
Section B: Expenses	
10000 - Capital Outlays	
10100 - Park Investment	-

See Special ARPA Fund

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
Total Capital Outlays	\$ -
20000 - Cultural & Recreational	
20100 - Events Fund/Community	\$ 5,500.00
20300 - Park Electrical, Repairs, Cleaning, Lighting	\$ 7,000.00
Total Cultural & Recreational	\$ 12,500.00
30000 - Economic & Physical Developemnt	
30100 - Advertising - Planning & Zoning	\$ 6,500.00
30200 - Planning Fees - Planning & Zoning	\$ 25,000.00
Total Economic & Physical Developemnt	\$ 31,500.00
40000 - General Administrative Expense	
40100 - Administrative Expenses, & Fees, Education	\$ 7,000.00
40200 - Advertising (not zoning related)	\$ 1,000.00
40300 - Membership & Dues	\$ 10,000.00
40350 - Code Book/Development Ordinance	\$ 30,700.00

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
40400 - Travel & Conferences for Staff/Council	\$ 2,950.06
40500 - Town Hall Repairs & Maintenance	\$ 20,000.00
40600 - Office Equipment Purchase/Repair	\$ 7,000.00
40700 - Housekeeping, Printing, Office Supplies & Software	\$ 25,000.00
40800 - Postage	\$ 2,000.00
40801 - Elections	\$ 4,000.00
40900 - Insurance, Bonding, Workers Comp	\$ 10,000.00
41000 - Lawn/Outdoor Maintenance	\$ 42,300.00
70100 - Town Hall Electricity	\$ 14,000.00
70200 - Internet/Phone	\$ 10,001.88
70300 - Security/Alarm	\$ 3,500.00
70400 - IT Security & Website Design	\$ 9,600.00
Total General Admin	\$ 199,051.94
6000- Legal & Professional Services	
60200- Audit	\$ 12,000.00
60300 - Legal & Professional - Attorney	\$ 45,000.00

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
Total Legal & Professional Services	\$ 57,000.00
80000- Payroll Expenses	
80100 - F.I.C.A.	\$ 18,600.29
80200 - Mileage Reimbursement	\$ 500.00
80300- Payroll Processing Fees	\$ 2,700.00
80400- Town Hall Staff Salaries	\$ 208,341.00
80500 - Health Insurance	\$ 16,800.00
80501- Dental Insurance	\$ 480.00
80502- Vision Insurance	\$ 144.00
80503- ST Disability	\$ 252.00
80504- State Retirement	\$ 17,024.34
80600 - Stipends - Council Expenses	\$ 34,800.00
Total Payroll Expenses	\$ 299,641.63
9000- Public Safety	
90050 - Public Safety (Stokesdale Elementary Deputy Coverage)	\$ 1,000.00

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
90100 - Fire Inspections & Investigations	\$ 10,000.00
90200 - Guilford County / Animal Control Service	\$ 20,635.00
Total Public Safety	\$ 31,635.00
90500 - Contingency Appropriations	\$ -
Total GF Operating Expenses	\$ 631,328.57
<u>Section C: Reduction in GF Expenses from WE Fund Reimbursement</u>	
40500- Town Hall Repairs & Maintenance	\$ (9,180.00)
40600 - Office Equipment Purchase/Repair	\$ (3,213.00)
40700 - Housekeeping, Printing, Office Supplies & Software	\$ (11,475.00)
40900 - Insurance, Bonding, Workers Comp	\$ (4,590.00)
70100 - Town Hall Electricity	\$ (6,426.00)
70200 - Internet/Phone	\$ (4,590.86)
70300 - Security/Alarm	\$ (1,606.50)
70400 - IT Security & Website Design	\$ (4,406.40)
60200- Audit	\$ (5,508.00)
80100 - F.I.C.A.	\$ (8,537.53)

General Fund
 Budget Projection 6-21-23

GENERAL FUND	
Proposed FY24 Budget	
	Budget
80300- Payroll Processing Fees	\$ (1,239.30)
80400- Town Hall Staff Salaries	\$ (95,628.52)
80500 - Health Insurance	\$ (8,113.28)
80501- State Retirement	\$ (7,814.17)
Total Reduction in GF Expenses from WE Reimbursement	\$ (172,328.57)
Grand Total (On Budget Side Should Equal Zero: Income Must Equal Expenses)	\$ 0.00

Water Enterprise	
Proposed FY24 Budget	
	Proposed Budget
Section A: Income	
Backflow Preventer Fees	\$-
Damage Penalties/Meter Resetting	\$1,000.00
Investment Income	\$30,000.00
Taps & Connection Fee	\$20,000.00
Water Capacity Fees	\$60,000.00
Water Sales	\$640,000.00
Late Fees	\$1,000.00
Transfer from Fund Balance	
Total Income	\$752,000.00
Section B: Expenses	
111000 - Water Purchase	\$225,000.00
Total Water Purchase	\$225,000.00
Expenses	

Water Enterprise
Budget Projection 6-21-23

Water Enterprise		
Proposed FY24 Budget		
	Proposed Budget	
12001 - Bond & Insurance	\$1,000.00	
12002 - Contract Operations	\$110,000.00	
12003 - Engineering & Infrastructure Consulting	\$50,000.00	
12004 - Dues/Subscriptions/Office Supplies	\$6,500.95	
12005 - ORC Gary Matchunis	\$16,000.00	
12006 - Postage	\$6,000.00	
12008 - F.I.C.A. Expense	\$765.00	
12009 - Mileage Reimbursement	\$2,000.00	
12010 - Salaries	\$10,000.00	
Total Administrative & Payroll Expenses	\$202,265.95	
13000 - Repairs & Maintenance		
13002 - Chemicals	\$700.00	
13003 - Chlorinator Maintenance	\$4,000.00	
13004 - Electricity Chlorinator Utilities	\$650.00	
13006 - Marking Water Lines 811	\$1,000.00	

Water Enterprise
 Budget Projection 6-21-23

Water Enterprise		
Proposed FY24 Budget		
	Proposed Budget	
13007 - Supplies/Water Hydrant Maintenance/	\$5,000.00	
13008 - Meter Installation/Gen Repair	\$15,000.00	
13009 - Water Tank Maintenance	\$1,000.00	
13010 - Water Testing	\$4,000.00	
Total Repairs & Maintenance	\$31,350.00	
14000 - Water Capital		
14001 - Purchase Transponder Equipment		
14002 - Transfer to Capital Reserve Fund	\$60,000.00	
Total Water Capital	\$60,000.00	
16000 - Meters		
16001 - Electronic Water Meters Changeout	\$25,000.00	
16002 - Electronic Water Meters New Construction	\$20,000.00	
Total Meters	\$45,000.00	
17000 - Contingency Appropriations	\$16,055.49	

Water Enterprise
 Budget Projection 6-21-23

Water Enterprise		
Proposed FY24 Budget		Proposed Budget
15000 - Over Head Reimbursement Expense to General Fund		
15001 - Office Equipment Purchase/Repair	\$	3,213.00
15002 - Housekeeping, Printing, Office Supplies & Software	\$	11,475.00
15003 - Insurance, Bonding, Workers Comp	\$	4,590.00
15004 - Town Hall Repairs & Maintenance	\$	9,180.00
15005 - Audit	\$	5,508.00
15006 - Town Hall Electricity	\$	6,426.00
15007 - Internet/Phone	\$	4,590.86
15008 - Security/Alarm	\$	1,606.50
15009 - IT Security & Website Design	\$	4,406.40
15010 - F.I.C.A.	\$	8,537.53
15011 - Payroll Processing Fees	\$	1,239.30
15012 - Town Hall Staff Salaries	\$	95,628.52
15013 - Health Insurance	\$	8,113.28
15014 - State Retirement	\$	7,814.17

Water Enterprise
 Budget Projection 6-21-23

Water Enterprise	
Proposed FY24 Budget	
	Proposed Budget
<i>Total Overhead Reimbursement to General Fund</i>	\$ 172,328.56
<i>Total Expenses</i>	\$752,000.00
<i>Total Budgeted Income Minus Expenses (this should equal ZERO for balanced budget)</i>	\$-

Split Allocation

Employee	Budgeted Salary	GF %	WF %	GF	WE
Pris Salary	\$ 46,350	5%	95%	\$ 2,317.50	\$ 44,032.50
Dale Salary	\$ 19,440	100%	0%	\$ 19,440.00	\$ -
Kim Salary	\$ 48,204	50%	50%	\$ 24,102.00	\$ 24,102.00
Robbie Salary	\$ 57,680	65%	35%	\$ 37,492.00	\$ 20,188.00
Deputy Clerk	\$ 36,667	80%	20%	\$ 29,333.60	\$ 7,333.40
Total				\$ 112,685.10	\$ 95,655.90
	\$ 208,341			\$ 54.1%	\$ 45.9%



TOWN OF STOKESDALE
BUDGET ORDINANCE
FISCAL YEAR 2023-2024

ORDINANCE NO. O-2023-05

BE IT ORDAINED by the Governing Board of the Town of Stokesdale, 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, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Town.

Capital Outlays	\$ -
Cultural & Recreational	\$12,500.00
Economic & Physical Development	\$31,500.00
General Administrative & Property Expense	\$199,051.94
Legal & Professional Services	\$57,000.00
Payroll Expenses	\$299,641.63
Public Safety	\$31,635.00
Contingency Appropriations	\$ -
Total Operating Expenses	\$631,328.57

Section 2: It is estimated that the following revenues we will be available in the General Fund for fiscal year beginning July 1, 2023, and ending June 30, 2024:

Beer & Wine Excise Tax	\$24,000.00
Contributions & Donations – Parade	\$3,000.00
Greensboro-Jamestown Profit Share	\$23,000.00
Investment Earnings	\$85,000.00
Miscellaneous	\$1,000.00
Planning & Zoning Fees	\$20,000.00
Plan Review/Inspection Fee	\$5,000.00
State Collected Revenues (Utilities)	\$295,000.00
Town Hall & Park Facility Rentals	\$3,000.00
Reimbursement from Water Fund	\$172,328.57
Undesignated Funds	\$ -
Total Revenues	\$631,328.57

Section 3: The following amounts are hereby appropriated in the Restricted Funds, American Rescue Plan Act (ARPA) for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Baseball/Softball Lights at Community Park (8401 Capri Drive, Stokesdale)	\$50,000
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Section 4: The following amounts are hereby appropriated in the Water Enterprise Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:


Administrative	\$202,265.95
Repairs & Maintenance	\$31,350.00
Water Capital	\$60,000.00
Meters	\$45,000.00
Contingency Appropriations	\$16,055.49
Cost of Water	\$225,000.00
Reimbursement to General Fund Shared Expenses	\$172,328.56
Total Expenses:	\$752,000.00

Section 5: It is estimated that the following revenue will be available in the Water Enterprise Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Back Flow Preventer Fees	\$ -
Damage Penalties/Meter Resetting	\$1,000.00
Investment Income	\$30,000.00
Taps & Connection Fees	\$20,000.00
Water Capacity Fees	\$60,000.00
Water Sales	\$640,000.00
Late Fee	\$1,000.00
Total Revenues:	\$752,000.00

Section 6: Copies of this budget ordinance shall be furnished to the Clerk of the Governing Board and to the Budget and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 21st day of June 2023.


Michael E. Crawford, Mayor

ATTEST:


Dale F. Martin, Town Clerk

