

NORTH CAROLINA

ANNUAL OPERATING BUDGET

FISCAL YEAR 2021-2022

May 13th, 2021 Nick Scheuer Interim Manager



To: The Honorable Mayor & Board of Aldermen/women

From: Nick Scheuer, Interim Town Manager

May 13th, 2021

Mayor and Board of Aldermen/women:

In accordance with the Local Government Budget and Fiscal Control Act, the following budget for the fiscal year beginning July 1st, 2021 is presented for adoption.

A budget hearing will be held on May 27th, 2021 at 6:30pm at Town Hall. The date of Public Hearing was published as required by law.

On behalf of the Town of Canton I am pleased to submit to you the Proposed Annual Operating Budget for Fiscal Year 2021-2022. This document represents the careful planning, dedication, and thorough deliberation by staff on how to best meet immediate operational needs, improve service delivery and plan for the future, while keeping an eye on the ongoing COVID-19 pandemic crisis. We are confident of the vision brought forth by staff and this Board to build upon past successes, while charting a new course forward. This budget allows for fiscally responsible investments in our infrastructure, services and amenities while tackling important issues like economic development, quality of life and sustainability.

Last year's budget was rightfully conservative in nature, while still allowing for important projects and initiatives and this budget builds on those values. In our estimation of revenues for the FY-2021-2022, we utilized conservative numbers in our forecasting with the understanding that we must prepare for all circumstances. This budget continues to be scalable like last year's, which allows us to monitor expenditures to ensure efficient stewardship of Town funds.

This budget holds true to the commitment of this Board to improve the community in which we live, work and play. The FY 2021-2022 Budget once again promotes economic development through its incentive programs by including funding for Interior Building Improvement and Façade Grants to assist in the redevelopment and revitalization of Canton's downtown. This has been a feature offered by the Town which has had great success over the last five years and serves as a driver of new investment in our community. In addition to this program, we have partnered with the Cruso Endowment to make aesthetic improvements to the downtown through decorative street signs, murals, and the development of Sorrell's Street Park.

With regard to personnel, this budget highlights the commitment to providing employees acceptable and competitive wages by adding a 3% COLA increase for all full-time employee positions with an additional 4% increase to law enforcement. Our people are our most valuable asset and it is paramount that we do everything in our power to encourage employee retention. We are also proud to continue the 3% 401K match for all employees who elect to contribute.

One of the areas to highlight in the FY-2021-2022 budget is our commitment to maintaining and improving Town infrastructure. Last year we partnered with Haywood County to complete a Water Resiliency Study, looking at the viability and sustainability of our existing systems. Based on those recommendations, we included significant

improvements to our water treatment plant, water intake and general utility security. As we grow, there will continue to be important infrastructure needs and we feel this budget continues to address those needs. Another important infrastructure need being met by the FY-2021-2022 budget is the improvement of Town-maintained roads. We have committed a substantial amount of funding towards paving and will work to establish an improvement plan that addresses the ongoing need through efficient utilization of both Powell Bill and Town funds.

Another important area to emphasize is the reduction in the property tax rate for The FY 2021-2022 Budget. With the recent County-wide reevaluation, we have determined that by reducing the tax rate from \$.58 to \$.54 (Revenue Neutral would be \$.50) we will decrease the tax liability of our citizens, while ensuring that we have the necessary resources to execute the Board's vision for Canton in the future.

Regarding water and sewer rates, maintaining the level of service while investing in future infrastructure dictates necessary increases to inside and outside rates. Even with conservative increases, we still have some of the lowest minimums of all municipalities within the County.

With all the investments in infrastructure, it is easy to overlook the incredible impact our upcoming recreation projects will have on quality of life, economic development as well as improved health and wellness. Chestnut Mountain Park and Sorrell's Street Park development are priorities emphasized within the FY-2021-2022 budget. Both parks represent legacy projects that will forever leave their mark on the Town. They allow for economic diversification regarding tourism and continue to be some of the most exciting projects we have been able to take on. We have partnered with various groups and organizations to bring these projects to fruition and we will continue to explore creative and fiscally responsible opportunities in these areas as well as maximizing the existing amenities this Town already has to offer.

As planning informs and guides the course of the Town, we will be undertaking a comprehensive planning process this year. The development of this document will help us shape and mold the future of Canton regarding infrastructure, development, zoning, transportation, economic development and beyond. This will be an extremely important tool to assist us in managing and leveraging current and future growth.

This is an incredible time for Canton. There is a palpable sense of excitement and expectation as we continue to move Canton forward. I consider the opportunity to serve the Town as one of the greatest achievements of my life and am thankful for the opportunity to come along for the ride. We would not be on this path without your guidance and vision. We also would not be where we are without the incredible dedication, determination, and commitment from our Town employees.

As we move forward in 2021 and beyond, I would encourage us all to consider this quote from JFK ""As we express our gratitude, we must never forget that the highest form of appreciation is not to utter words, but to live by them.". Let us live by our words and bring this vision to reality!

It is with great honor and appreciation to the Town of Canton's Mayor, Board and staff that I present the following FY 2021-2022 Budget.

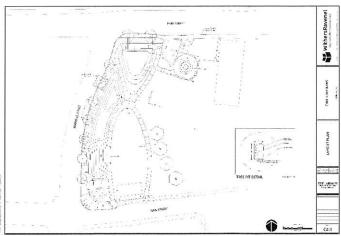
Sincerely,

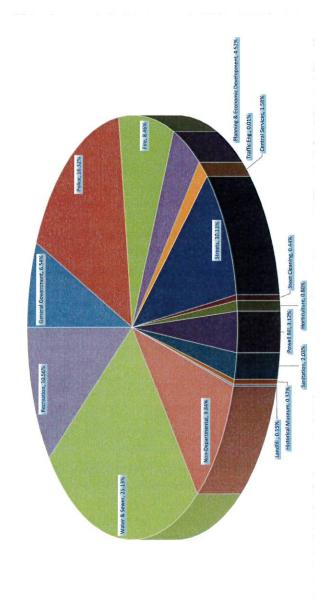
Nick Scheuer Interim Town Manager

FY22 Board Strategic Goals

- · Sorrell's Park development
- Chestnut Mountain Park
- Employee retention
- Infrastructure
- Rec Park improvements
- Green Initiatives
- Aesthetic improvements
- Marketing for Recreation
- Holiday Decorations







TOWN OF CANTON 2021-2022

2021-2022 BUDGET SUMMARY OF REVENUES ALL FUNDS

10	General Fund	\$7,114,361.00
30	Water & Sewer Fund	\$2,780,371.00
40	Recreation Fund	\$1,167,973.00
	TOTAL REVENUES	\$11.062.705.00

2021-2022 BUDGET SCHEDULE OF REVENUES GENERAL FUND

ACCOUNT		ESTIMATE FOR
<u>NUMBER</u>	<u>TITLE</u>	<u>2021-2022</u>
10-301-2021	Current Taxes	3,175,000
10-301-0000	Delinguent Taxes	30,000
10-310-0000	Motor Vehicle Tax	165,000
10-315-0000	Rental Vehicle Tax	300
10-317-0000	Tax Penalties and Interest	9,000
10-325-0100	Business Registration Fees	3,000
10-329-0000	Interest Earned on Investments	5,000
10-329-0200	Interest Earned on Checking	100
10-331-0000	Rents	17,000
10-335-0000	Miscellaneous Revenue	2,500
10-336-1100	Governor's Crime Commission Grant	24,500
10-337-0000	Utilities Franchise Tax	725,000
10-338-0000	Piped Natural Gas Excise Tax	3,000
10-340-0000	Sales Tax on Telecommunications	45,000
10-340-0100	Sales Tax on Video Programming	38,000
10-341-0000	Wine and Beer Tax	18,000
10-343-0000	Powell Bill Street Allocation	128,000
10-344-0100	State Hold Harmless Distribution-Local Sales Tax	160,000
10-345-0000	Local Option Sales Tax - 1%	550,000
10-345-0100	Local Option Sales Tax - 1/2%	550,000
10-346-0200	Special Events Revenue	12,000
10-347-0000	ABC Revenues (Restricted)	2,400
10-347-0200	ABC Revenues (Disbursement)	40,000
10-350-0200	Misc. Revenue - Police Dept. Haywood County SRO	100,000
10-350-0300	Court Forfeitures	1,000
10-351-0000	Court Costs, Fees, and Charges	500
10-353-0000	Fire Protection Charges	75,000
10-355-0000	Planning & Zoning Permits	3,000
10-358-0000	Solid Waste Disposal Tax	1,000
10-359-0000	Refuse Collection Fees	225,000
10-359-0100	Other Refuse Collected	300
10-361-0000	Donations - Historical Museum	250
10-335-0106	Labor Day Town Contribution	25,000
10-335-0100	Labor Day Gate Fees	15,000
10-335-0101	Labor Day Vendor Fees	10,000
10-335-0103	Labor Day Raffle	4,000
10-335-0104	Labor Day Sponsorships	40,000

GENERAL FUND (Continued)

ACCOUNT NUMBER	TITLE	ESTIMATE FOR 2021-2022
10-335-0105	TDA Grant - Labor Day	25,000
10-336-1600	ARP Funding	630,000
10-362-0000	Proceeds from Infrastructure Improvements	0
	TOTAL ESTIMATED REVENUES	6,857,850
10-398-0000	Fund Balance Appropriated - General Fund	39,511
10-398-0100	Fund Balance Appropriated - Powell Bill Fund	217,000
	TOTAL	7,114,361

2021-2022 BUDGET SCHEDULE OF REVENUES WATER & SEWER FUND

TTT) E	ESTIMATE FOR 2021-2022
<u> </u>	2021-2022
Interest Earned on Investments	10,000
Water Charges	2,134,000
Sewer Charges	475,000
Taps and Connection Fees	40,000
Reconnection Fees	10,000
Sale of Labor and Materials	2,500
TOTAL ESTIMATED REVENUES	2,671,500
Fund Balance Appropriated	108,871
TOTAL	\$2,780,371.00
	Water Charges Sewer Charges Taps and Connection Fees Reconnection Fees Sale of Labor and Materials TOTAL ESTIMATED REVENUES Fund Balance Appropriated

2021-2022 BUDGET SCHEDULE OF REVENUES RECREATION FUND

ACCOUNT NUMBER	TITLE	ESTIMATE FOR 2021-2022
40-329-0000	Interest Earned on Investments	5
40-335-0200	Donations - Haywood County Allocation	25,000
40-335-0600	Shed Rentals	3,000
40-335-0700	Cruso Endowment Contribution	30,000
40-346-0000	Camp Hope Revenue	12,000
40-363-0000	International Sport's Complex Fees	1,000
40-363-0100	Batting Cage Fees - IP Complex	500
40-364-0000	Armory Revenue	8,000
40-365-0000	Pool Admissions	30,000
40-365-0100	Pool Party Rentals	2,000
40-382-0000	Colonial Theater Revenue	10,000
40-397-0000	Transfer from General Fund	1,046,468
	TOTAL ESTIMATED REVENUES Fund Balance Appropriated	1,167,973 0
	TOTAL	1,167,973

2021-2022 BUDGET SUMMARY OF EXPENDITURES GENERAL FUND

GENERAL GOV	<u>'ERNMENT</u>	
10-410-0000	Governing Body	43,250
10-420-0000	Administration	146,815
10-440-0000	Finance	344,227
10-470-0000	Legal	25,000
10-490-0000	Planning & Economic Development	500,251
10-500-0000	Municipal Buildings	164,250
		1,223,793
PUBLIC SAFET	<u>Y</u>	
10-510-0000	Police	1,804,905
10-530-0000	Fire	935,733
		2,740,638
PUBLIC WORK	<u>us</u>	
10-550-0000	Traffic Engineering	1,059
10-555-0000	Central Services	174,405
10-560-0000	Streets	1,120,381
10-561-0000	Street Cleaning and Sweeping	49,191
10-565-0000	Horticulture	88,000
10-570-0000	Powell Bill	345,000
10-580-0000	Sanitation	225,000
10-581-0000	Landfill	17,000
		2,020,036
OTHER OPERAT		
10-625-0000	Canton Historical Museum	41,396
		41,396
NON-DEPARTM	ENTAL	
10-660-0000	Non-Departmental	16,830
10-660-8100	Debt Service Payment	25,200
10-660-9200	Transfer to Recreation Department	1,046,468
	•	1,088,498
	TOTAL	7,114,361

2021-2022 BUDGET SUMMARY OF EXPENDITURES WATER & SEWER FUND

WATER & SEV	<u>VER FUND</u>	
30-660-0000	Non-Departmental	25,000
30-660-8100	Debt Service Payment	185,530
30-720-0000	Administration, Engineering & Billing	269,820
30-810-0000	Water Supply, Pumping & Filtering	1,182,630
30-811-0000	Water Distribution & Wastewater Collection Systems	838,891
30-812-0000	Sewage Treatment	278,500
	— TOTAL , , , , , , , , , , , , , , , , , , ,	2,780,371

2021-2022 BUDGET SUMMARY OF EXPENDITURES RECREATION FUND

RECREATION F	<u>UND</u>	
40-660-0000	Non-Departmental	46,054
40-660-8100	Debt Service Payment	51,667
40-813-0000	Recreation Areas & Facilities	263,883
40-814-0000	Colonial Pathway Center	182,708
40-815-0000	Recreation Concessions	300
40-816-0000	Armory	81,212
40-817-0000	International Sport's Complex	47,330
40-818-0000	Recreation Planning and Administration	494,819
	TOTAL	\$1,167,973.00

GENERAL GOVERNMENT Service Area	GENERAL FUND	NO. EMPLOYED (1)
ACCOUNT #	<u>10-410-0000</u>	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	43,250
	CAPITAL OUTLAY	0
	TOTAL	43,250
GENERAL GOVERNMENT Service Area	GENERAL FUND	ADMINISTRATION NO. EMPLOYED (1)
ACCOUNT #	10-420-0000	
	SALARIES & EMPLOYEE BENEFITS	139,615
	OPERATING EXPENSES	7,200
	CAPITAL OUTLAY	0
	TOTAL	146,815
GENERAL GOVERNMENT Service Area	GENERAL FUND	FINANCE NO. EMPLOYED (3)
ACCOUNT #	10-440-0000	
	SALARIES & EMPLOYEE BENEFITS	277,878
	OPERATING EXPENSES	66,349
	CAPITAL OUTLAY	0
	TOTAL	344,227

GENERAL GOVERNMENT Service Area	GENERAL FUND	LEGAL NO. EMPLOYED (1)
ACCOUNT #	10-470-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	25,000
	CAPITAL OUTLAY	0
	TOTAL	25,000
GENERAL GOVERNMENT Service Area	GENERAL FUND	PLANNING & ECON NO. EMPLOYED (2)
ACCOUNT #	10-490-0000	
	SALARIES & EMPLOYEE BENEFITS	199,851
	OPERATING EXPENSES	300,400
	CAPITAL OUTLAY	0
	TOTAL	500,251
GENERAL GOVERNMENT Service Area	GENERAL FUND	MUNICIPAL BUILDINGS NO. EMPLOYED
ACCOUNT #	10-500-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	164,250
	CAPITAL OUTLAY	0
	TOTAL	164,250

PUBLIC SAFETY Service Area	GENERAL FUND NO. EMPLOYED (21 FU	POLICE LL-TIME/4 PART-TIME)
ACCOUNT #	10-510-0000	
	SALARIES & EMPLOYEE BENEFITS	1,494,505
	OPERATING EXPENSES	286,000
	CAPITAL OUTLAY	24,400
	TOTAL	1,804,905
PUBLIC SAFETY Service Area	GENERAL FUND NO. EMP	<u>FIRE</u> LOYED (11 FULL-TIME)
ACCOUNT #	10-530-0000	
	SALARIES & EMPLOYEE BENEFITS	789,133
	OPERATING EXPENSES	103,100
	CAPITAL OUTLAY	43,500
	TOTAL	935,733
PUBLIC WORKS Service Area	GENERAL FUND TRA	AFFIC ENGINEERING NO. EMPLOYED
ACCOUNT #	10-550-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	1,059
	CAPITAL OUTLAY	0
	TOTAL	. 1,059

PUBLIC WORKS Service Area	GENERAL FUND	NO. EMPLOYED (1)
ACCOUNT #	10-555-0000	
	SALARIES & EMPLOYEE BENEFITS	118,154
	OPERATING EXPENSES	56,250
	CAPITAL OUTLAY	0
	TOTAL	. 174,404
PUBLIC WORKS Service Area	<u>GENERAL FUND</u> NO. EMPLOYED (13 FU	<u>STREETS</u> JLL-TIME/3 PART-TIME)
ACCOUNT #	10-560-0000	
10.	SALARIES & EMPLOYEE BENEFITS	827,231
	OPERATING EXPENSES	288,150
	CAPITAL OUTLAY	5,000
	TOTAL	1,120,381
PUBLIC WORKS Service Area	GENERAL FUND NO. EMP	STREET SWEEPING LOYED (NO FULL-TIME)
ACCOUNT #	10-561-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	49,191
	CAPITAL OUTLAY	0
	TOTAL	49,191

PUBLIC WORKS Service Area	GENERAL FUND	NO. EMPLOYED
ACCOUNT #	10-565-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	88,000
	CAPITAL OUTLAY	0
	TOTAL	88,000
PUBLIC WORKS Service Area	GENERAL FUND	POWELL BILL NO. EMPLOYED
ACCOUNT #	10-570-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	345,000
	CAPITAL OUTLAY	0
	TOTAL	345,000
PUBLIC WORKS Service Area	GENERAL FUND	SANITATION NO. EMPLOYED
ACCOUNT #	10-580-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	225,000
	CAPITAL OUTLAY	0
	TOTAL	225,000

PUBLIC WORKS Service Area	GENERAL FUND	LANDFILL NO. EMPLOYED
ACCOUNT #	10-581-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	17,000
	CAPITAL OUTLAY	0
	TOTAL	17,000
OTHER OPERATIONS Service Area		ORICAL MUSEUM (ED (1 PART-TIME)
ACCOUNT #	10-625-0000	
	SALARIES & EMPLOYEE BENEFITS	19,646
	OPERATING EXPENSES	21,750
	CAPITAL OUTLAY	0
	TOTAL	41,396
GENERAL FUND Service Area	GENERAL FUND NON-	NO. EMPLOYED
ACCOUNT #	10-660-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	1,088,498
	CAPITAL OUTLAY	0
	TOTAL	1,088,498

ENVIRONMENTAL Service Area	WATER & SEWER FUND	NON-DEPARTMENTAL NO. EMPLOYED
ACCOUNT #	30-660-0000	
	SALARIES & EMPLOYEE BENEFITS	0
	OPERATING EXPENSES	500
	<u>DEBT SERVICE</u> Debt Service Payment-Principal Debt Service Payment-Interest	185,530 24,500 210,030
	CAPITAL OUTLAY	0
	TOTAL	210,530
But control and the state of th		
ENVIRONMENTAL Service Area	WATER & SEWER FUND	ADMIN WATER BILLING NO. EMPLOYED (3 FULL-TIME)
ACCOUNT #	30-720-0000	
	SALARIES & EMPLOYEE BENEFITS	196,970
•	OPERATING EXPENSES	72,850
-	CAPITAL OUTLAY	0
	TOTAL	269,820
ENVIRONMENTAL Service Area	WATER & SEWER FUND	PUMPING & FILTERING NO. EMPLOYED (4)
ACCOUNT #	30-810-0000	
	SALARIES & EMPLOYEE BENEFITS	290,830
	OPERATING EXPENSES	836,800
	CAPITAL OUTLAY	55,000
	TOTAL	1,182,630

ENVIRONMENTAL
Service Area

WATER & SEWER FUND

WATER DISTRIBUTION & WASTEWATER COLLECTION SYSTEMS NO. EMPLOYED (6 FULL-TIME)

ACCOUNT #

30-811-0000

SALARIES & EMPLOYEE BENEFITS 439,391

OPERATING EXPENSES 389,500

CAPITAL OUTLAY 10,000

TOTAL 838,891

ENVIRONMENTAL

Service Area

WATER & SEWER FUND

SEWAGE TREATMENT

NO. EMPLOYED

ACCOUNT #

30-812-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

263,500

CAPITAL OUTLAY

15,000

TOTAL

278,500

			NON-
RECREATION & CULTURE Service Area	RECREATION FUND		<u>DEPARTMENTAL</u> NO. EMPLOYED
Service Area			NO. EMILOTED
ACCOUNT #	40-660-0000		
	SALARIES & EMPLOYEE BENEFITS	i	0
	OPERATING EXPENSES		30,000
	DEBT SERVICE		
	Debt Service Payment-Principal	51,667	
	Debt Service Payment-Interest	16,055	67,722
	CAPITAL OUTLAY		0
	TOTAL		97,722
		REC	REATION PARK &
RECREATION & CULTURE	RECREATION FUND	1120	FACILITIES
Service Area		NO. EMPLOY	ED (12 PART-TIME)
ACCOUNT #	40-813-0000		
	SALARIES & EMPLOYEE BENEFITS	i	113,033
	OPERATING EXPENSES		150,850
	CAPITAL OUTLAY		0

TOTAL

263,883

RECREATION & COLONIAL THEATRE RECREATION FUND **CULTURAL** NO. EMPLOYED (1 FULL TIME AND 1 PART-TIME) Service Area ACCOUNT # 40-814-0000 SALARIES & EMPLOYEE BENEFITS 75,873 86,835 **OPERATING EXPENSES** 20,000 CAPITAL OUTLAY TOTAL 182,708 CONCESSIONS RECREATION & CULTURE RECREATION FUND NO. EMPLOYED Service Area 40-815-000 ACCOUNT # **SALARIES & EMPLOYEE BENEFITS** 0 300 **OPERATING EXPENSES** 0 CAPITAL OUTLAY TOTAL 300 RECREATION FUND ARMORY **RECREATION & CULTURE** NO. EMPLOYED (1 PART-TIME) Service Area ACCOUNT # 40-816-0000 **SALARIES & EMPLOYEE BENEFITS** 8,812 72,400 **OPERATING EXPENSES**

CAPITAL OUTLAY

0

TOTAL 81,212

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RECREATION FUND

IP SPORTS COMPLEX NO. EMPLOYED (2 PART-TIME)

Service Area

ACCOUNT #

40-817-0000

SALARIES & EMPLOYEE BENEFITS 21,530

OPERATING EXPENSES 25,800

0 CAPITAL OUTLAY

> 47,330

RECREATION & CULTURE RECREATION FUND

REC PLANNING & ADMINISTRATION

Service Area

ACCOUNT #

40-818-0000

SALARIES & EMPLOYEE BENEFITS 57,819

OPERATING EXPENSES 12,000

CAPITAL OUTLAY 425,000

> TOTAL 494,819