

2022-2023 Proposed Budget



CANTON
NORTH CAROLINA



To: The Honorable Mayor & Board of Aldermen/women

From: Nick Scheuer, Town Manager

May 19th, 2022

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, 2022 is presented for adoption.

A budget hearing will be held on May 26th, 2022 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 2022-2023. 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 recovering from Tropical Storm Fred, COVID-19 and their lasting impacts. 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.

As the Town of Canton grows under your leadership, one of greatest challenges we continue to face is staffing. In order to successfully recover from the events of August 18th, 2021, we must do everything in our power to keep our existing workforce, while opening new positions in vital departments. Despite the intense need to pay our people more and create an attractive working environment, we also understand the volatility of our current economy. In our estimation of revenues for the FY-2022-2023, 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 2022-2023 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 six years and serves as a driver of new investment in our community. In addition to this program, we have partnered with the Cruso Endowment and other partners to make aesthetic improvements to the downtown through decorative street signs, dramatic holiday decorations, continued development of Sorrells Street Park and major renovations to Recreation Park.

Regarding personnel, this budget highlights the commitment to providing employees competitive wages by adding a 3% COLA increase for all full-time employee positions with potential merit raises of up to \$3 an hour. Our people are our most valuable assets, 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-2022-2023 budget is our commitment to maintaining and improving Town infrastructure. Through excellent relationships with our elected officials at the State and Federal level, we have been awarded approximately \$9.2m in discretionary funds to make major improvements to our water treatment plant and make inroads towards a future wastewater treatment facility. While this apportionment and other FEMA/State Recovery grants will be received within the budget year, the timing and certainty of these preclude them from being included within this budget. Despite this, we are excited about these opportunities and will leverage them to improve infrastructure and resiliency. As we grow, there will continue to be important infrastructure needs and we feel this budget prioritizes and addresses those needs, while balancing our fiscal responsibilities.

With all the investments in infrastructure, it is easy to overlook the incredible impact our recreation facilities have on quality of life, economic development as well as improved health and wellness. The Town was awarded \$600,000 worth of grants for Chestnut Mountain Park and we are excited to build upon the successful grand opening and substantial impact this park has already made on the Town. Projects like this allow for economic diversification and leverage our incredible outdoor amenities. We have partnered with various groups and organizations to bring this project to fruition, and we will continue to explore creative and fiscally responsible opportunities in all our parks and facilities. We are grateful to have received a discretionary grant for the renovation of the Recreation Park basketball courts and will work towards making these improvements as soon as possible.

Last year, we undertook the future land use and comprehensive planning process. As planning informs and guides the course of the Town, we will build upon these projects this fiscal year with a UDO/Ordinance rewrite. These documents will help us shape and mold the future of Canton regarding infrastructure, development, zoning, transportation, economic development and beyond. These will be extremely important tools to assist us in managing and leveraging current and future growth.

This last year has been full of challenges and triumphs. Despite recovering from the COVID-19 pandemic and its effects, a FEMA declared natural disaster and nation-wide staffing and logistics issues, there is still so much to be excited about. Canton and its people are strong and resilient. As staff, we are honored to be part of this amazing growth. 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 2022 and beyond, I would encourage us all to consider this quote from MLK ""If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do, you have to keep moving forward." Let's keep moving Canton forward!

It is with great honor and appreciation to the Town of Canton's Mayor, Board and staff that I present the following FY 2022-2023 Budget.

Sincerely,

Nick Scheuer
Town Manager

2022-2023 BUDGET
SUMMARY OF REVENUES
ALL FUNDS

10	General Fund	\$7,544,393.00
30	Water & Sewer Fund	\$3,008,405.00
40	Recreation Fund	\$1,564,266.00
		<hr/>
TOTAL REVENUES		\$12,117,064.00

2022-2023 BUDGET
SCHEDULE OF REVENUES
GENERAL FUND

<u>ACCOUNT NUMBER</u>	<u>TITLE</u>	<u>ESTIMATE FOR 2022-2023</u>
10-301-2021	Current Taxes	3,256,000
10-301-0000	Delinquent Taxes	0
10-310-0000	Motor Vehicle Tax	165,000
10-315-0000	Rental Vehicle Tax	800
10-317-0000	Tax Penalties and Interest	9,000
10-325-0100	Business Registration Fees	3,000
10-329-0000	Interest Earned on Investments	700
10-329-0200	Interest Earned on Checking	150
10-331-0000	Rents	18,000
10-335-0000	Miscellaneous Revenue	2,500
10-336-1100	Governor's Crime Commission Grant	0
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	35,000
10-340-0100	Sales Tax on Video Programming	29,800
10-341-0000	Wine and Beer Tax	18,000
10-343-0000	Powell Bill Street Allocation	150,000
10-344-0100	State Hold Harmless Distribution-Local Sales Tax	250,000
10-345-0000	Local Option Sales Tax - 1%	575,000
10-345-0100	Local Option Sales Tax - 1/2%	575,000
10-346-0200	Special Events Revenue	12,000
10-347-0000	ABC Revenues (Restricted)	2,400
10-347-0200	ABC Revenues (Disbursement)	20,000
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	90,000
10-355-0000	Planning & Zoning Permits	3,000
10-358-0000	Solid Waste Disposal Tax	2,000
10-359-0000	Refuse Collection Fees	270,000
10-359-0100	Other Refuse Collected	400
10-360-0000	Ordinance Violation Fees	100
10-361-0000	Donations - Historical Museum	250
10-335-0106	Labor Day Town Contribution	44,500
10-335-0100	Labor Day Gate Fees	20,000
10-335-0101	Labor Day Vendor Fees	10,000
10-335-0103	Labor Day Raffle	3,500
10-335-0104	Labor Day Sponsorships	25,000

GENERAL FUND (Continued)

<u>ACCOUNT NUMBER</u>	<u>TITLE</u>	<u>ESTIMATE FOR 2022-2023</u>
10-335-0105	TDA Grant - Labor Day	20,000
10-336-1600	ARP Funding	650,000
10-362-0000	Proceeds from Infrastructure Improvements	0
	TOTAL ESTIMATED REVENUES	7,090,600
10-398-0000	Fund Balance Appropriated - General Fund	453,793
10-398-0100	Fund Balance Appropriated - Powell Bill Fund	0
	TOTAL	<u>7,544,393</u>

2022-2023 BUDGET
SCHEDULE OF REVENUES
WATER & SEWER FUND

<u>ACCOUNT NUMBER</u>	<u>TITLE</u>	<u>ESTIMATE FOR 2022-2023</u>
30-329-0000	Interest Earned on Investments	2,000
30-335-0000	Miscellaneous	1,000
30-371-0000	Water Charges	2,134,000
30-371-0200	Sewer Charges	475,000
30-373-0000	Taps and Connection Fees	40,000
30-375-0000	Reconnection Fees	10,000
30-381-0000	Sale of Labor and Materials	2,500
	TOTAL ESTIMATED REVENUES	2,664,500
	Fund Balance Appropriated	343,905
		<hr/>
	TOTAL	<u><u>\$3,008,405.00</u></u>

2022-2023 BUDGET
SCHEDULE OF REVENUES
RECREATION FUND

<u>ACCOUNT NUMBER</u>	<u>TITLE</u>	<u>ESTIMATE FOR 2022-2023</u>
40-329-0000	Interest Earned on Investments	2
40-335-0200	Donations - Haywood County Allocation	0
40-335-0600	Shed Rentals	3,000
40-335-0700	Cruso Endowment Contribution	20,000
40-346-0000	Camp Hope Revenue	0
40-349-0000	NC Park & Recreation Grant	500,000
40-349-0100	RTP Grant	100,000
40-349-0200	SCIF Grant	70,000
40-363-0000	International Sport's Complex Fees	500
40-363-0100	Batting Cage Fees - IP Complex	1,000
40-364-0000	Armory Revenue	0
40-365-0000	Pool Admissions	50,000
40-365-0100	Pool Party Rentals	10,000
40-382-0000	Colonial Theater Revenue	0
40-397-0000	Transfer from General Fund	809,764
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	TOTAL ESTIMATED REVENUES	1,564,266
	Fund Balance Appropriated	0
	TOTAL	<u>1,564,266</u>

2022-2023 BUDGET
SUMMARY OF EXPENDITURES
GENERAL FUND

GENERAL GOVERNMENT

10-410-0000	Governing Body	67,900
10-420-0000	Administration	146,045
10-440-0000	Finance	381,673
10-470-0000	Legal	27,000
10-490-0000	Planning & Economic Development	579,109
10-500-0000	Municipal Buildings	153,250
		<hr/> 1,354,977

PUBLIC SAFETY

10-510-0000	Police	2,122,836
10-530-0000	Fire	1,082,960
		<hr/> 3,205,796

PUBLIC WORKS

10-550-0000	Traffic Engineering	1,059
10-555-0000	Central Services	183,386
10-560-0000	Streets	1,303,815
10-561-0000	Street Cleaning and Sweeping	56,500
10-565-0000	Horticulture	112,500
10-570-0000	Powell Bill	150,000
10-580-0000	Sanitation	228,000
10-581-0000	Landfill	55,500
		<hr/> 2,090,760

OTHER OPERATIONS

10-625-0000	Canton Historical Museum	40,396
		<hr/> 40,396

NON-DEPARTMENTAL

10-660-0000	Non-Departmental	42,700
10-660-8100	Debt Service Payment	0
10-660-9200	Transfer to Recreation Department	809,764
		<hr/> 852,464

TOTAL	<hr/> <hr/> 7,544,393
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2022-2023 BUDGET
SUMMARY OF EXPENDITURES
WATER & SEWER FUND

WATER & SEWER FUND

30-660-0000	Non-Departmental	500
30-660-8100	Debt Service Payment	245,000
30-720-0000	Administration, Engineering & Billing	305,294
30-810-0000	Water Supply, Pumping & Filtering	886,675
30-811-0000	Water Distribution & Wastewater Collection Systems	1,180,436
30-812-0000	Sewage Treatment	390,500
TOTAL		<u>3,008,405</u>

2022-2023 BUDGET
SUMMARY OF EXPENDITURES
RECREATION FUND

RECREATION FUND

40-660-0000	Non-Departmental	10,000
40-660-8100	Debt Service Payment	69,167
40-813-0000	Recreation Areas & Facilities	375,253
40-814-0000	Colonial Pathway Center	72,335
40-815-0000	Recreation Concessions	300
40-816-0000	Armory	71,212
40-817-0000	International Sport's Complex	70,745
40-818-0000	Recreation Planning and Administration	147,754
40-819-0000	Chestnut Mountain	747,500
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	TOTAL	<u><u>\$1,564,266.00</u></u>

2022-2023

GENERAL GOVERNMENT

Service Area

GENERAL FUND

GOVERNING BODY

NO. EMPLOYED (1)

ACCOUNT #

10-410-0000

SALARIES & EMPLOYEE BENEFITS

32,400

OPERATING EXPENSES

35,500

CAPITAL OUTLAY

0

TOTAL 67,900

GENERAL GOVERNMENT

Service Area

GENERAL FUND

ADMINISTRATION

NO. EMPLOYED (1)

ACCOUNT #

10-420-0000

SALARIES & EMPLOYEE BENEFITS

135,445

OPERATING EXPENSES

10,600

CAPITAL OUTLAY

0

TOTAL 146,045

GENERAL GOVERNMENT

Service Area

GENERAL FUND

FINANCE

NO. EMPLOYED (3)

ACCOUNT #

10-440-0000

SALARIES & EMPLOYEE BENEFITS

308,123

OPERATING EXPENSES

73,550

CAPITAL OUTLAY

0

TOTAL 381,673

2022-2023

GENERAL GOVERNMENT

Service Area

GENERAL FUND

LEGAL

NO. EMPLOYED (1)

ACCOUNT #

10-470-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

27,000

CAPITAL OUTLAY

0

TOTAL 27,000

GENERAL GOVERNMENT

Service Area

GENERAL FUND

PLANNING & ECON

NO. EMPLOYED (3)

ACCOUNT #

10-490-0000

SALARIES & EMPLOYEE BENEFITS

255,109

OPERATING EXPENSES

324,000

CAPITAL OUTLAY

0

TOTAL 579,109

GENERAL GOVERNMENT

Service Area

GENERAL FUND

MUNICIPAL BUILDINGS

NO. EMPLOYED

ACCOUNT #

10-500-0000

SALARIES & EMPLOYEE BENEFITS

5,100

OPERATING EXPENSES

148,150

CAPITAL OUTLAY

0

TOTAL 153,250

2022-2023

PUBLIC SAFETY

Service Area

GENERAL FUND

POLICE
NO. EMPLOYED (23 FULL-TIME/4 PART-TIME)

ACCOUNT #

10-510-0000

SALARIES & EMPLOYEE BENEFITS

1,758,361

OPERATING EXPENSES

364,475

CAPITAL OUTLAY

0

TOTAL 2,122,836

PUBLIC SAFETY

Service Area

GENERAL FUND

FIRE
NO. EMPLOYED (12 FULL-TIME)

ACCOUNT #

10-530-0000

SALARIES & EMPLOYEE BENEFITS

905,010

OPERATING EXPENSES

137,450

CAPITAL OUTLAY

40,500

TOTAL 1,082,960

PUBLIC WORKS

Service Area

GENERAL FUND

TRAFFIC ENGINEERING

NO. EMPLOYED

ACCOUNT #

10-550-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

1,059

CAPITAL OUTLAY

0

TOTAL 1,059

2022-2023

PUBLIC WORKS

Service Area

GENERAL FUND

CENTRAL SERVICES

NO. EMPLOYED (1)

ACCOUNT #

10-555-0000

SALARIES & EMPLOYEE BENEFITS

122,236

OPERATING EXPENSES

50,150

CAPITAL OUTLAY

11000

TOTAL 183,386

PUBLIC WORKS

Service Area

GENERAL FUND

STREETS

NO. EMPLOYED (14 FULL-TIME/3 PART-TIME)

ACCOUNT #

10-560-0000

SALARIES & EMPLOYEE BENEFITS

922,090

OPERATING EXPENSES

329,900

CAPITAL OUTLAY

51,825

TOTAL 1,303,815

PUBLIC WORKS

Service Area

GENERAL FUND

STREET SWEEPING

NO. EMPLOYED (NO FULL-TIME)

ACCOUNT #

10-561-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

56,500

CAPITAL OUTLAY

0

TOTAL 56,500

2022-2023

PUBLIC WORKS

Service Area

GENERAL FUND

HORTICULTURE

NO. EMPLOYED

ACCOUNT #

10-565-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

112,500

CAPITAL OUTLAY

0

TOTAL

112,500

PUBLIC WORKS

Service Area

GENERAL FUND

POWELL BILL

NO. EMPLOYED

ACCOUNT #

10-570-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

100,000

CAPITAL OUTLAY

50,000

TOTAL

150,000

PUBLIC WORKS

Service Area

GENERAL FUND

SANITATION

NO. EMPLOYED

ACCOUNT #

10-580-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

228,000

CAPITAL OUTLAY

0

TOTAL

228,000

2022-2023

PUBLIC WORKS

Service Area

GENERAL FUND

LANDFILL **NO. EMPLOYED**

ACCOUNT #

10-581-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

55,500

CAPITAL OUTLAY

0

TOTAL 55,500

OTHER OPERATIONS

Service Area

GENERAL FUND

HISTORICAL MUSEUM **NO. EMPLOYED (1 PART-TIME)**

ACCOUNT #

10-625-0000

SALARIES & EMPLOYEE BENEFITS

19,646

OPERATING EXPENSES

20,750

CAPITAL OUTLAY

0

TOTAL 40,396

GENERAL FUND

Service Area

GENERAL FUND

NON-DEPARTMENTAL **NO. EMPLOYED**

ACCOUNT #

10-660-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

852,464

CAPITAL OUTLAY

0

TOTAL 852,464

2022-2023

ENVIRONMENTAL

Service Area

WATER & SEWER FUND

NON-DEPARTMENTAL

NO. EMPLOYED

ACCOUNT #

30-660-0000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

500

DEBT SERVICE

Debt Service Payment-Principal

215,000

Debt Service Payment-Interest

30,000

245,000

CAPITAL OUTLAY

0

TOTAL 245,500

ENVIRONMENTAL

Service Area

WATER & SEWER FUND

ADMIN WATER BILLING

NO. EMPLOYED (3 FULL-TIME)

ACCOUNT #

30-720-0000

SALARIES & EMPLOYEE BENEFITS

234,344

OPERATING EXPENSES

70,950

CAPITAL OUTLAY

0

TOTAL 305,294

ENVIRONMENTAL

Service Area

WATER & SEWER FUND

PUMPING & FILTERING

NO. EMPLOYED (5)

ACCOUNT #

30-810-0000

SALARIES & EMPLOYEE BENEFITS

365,175

OPERATING EXPENSES

466,500

CAPITAL OUTLAY

55,000

TOTAL 886,675

2022-2023

ENVIRONMENTAL

Service Area

ACCOUNT #

WATER & SEWER FUND

30-811-0000

WATER DISTRIBUTION & WASTEWATER COLLECTION SYSTEMS

NO. EMPLOYED (8 FULL-TIME)

<u>SALARIES & EMPLOYEE BENEFITS</u>	589,536
<u>OPERATING EXPENSES</u>	419,900
<u>CAPITAL OUTLAY</u>	171,000
TOTAL	1,180,436

ENVIRONMENTAL

Service Area

ACCOUNT #

WATER & SEWER FUND

30-812-0000

SEWAGE TREATMENT

NO. EMPLOYED

<u>SALARIES & EMPLOYEE BENEFITS</u>	0
<u>OPERATING EXPENSES</u>	305,500
<u>CAPITAL OUTLAY</u>	85,000
TOTAL	390,500

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2022-2023

<u>RECREATION & CULTURE</u>	<u>RECREATION FUND</u>	<u>NON-DEPARTMENTAL</u>
Service Area		<u>NO. EMPLOYED</u>
<u>ACCOUNT #</u>	40-660-0000	
	<u>SALARIES & EMPLOYEE BENEFITS</u>	0
	<u>OPERATING EXPENSES</u>	10,000
	<u>DEBT SERVICE</u>	
	Debt Service Payment-Principal	51,667
	Debt Service Payment-Interest	17,500
		69,167
	<u>CAPITAL OUTLAY</u>	0
	TOTAL	79,167

<u>RECREATION & CULTURE</u>	<u>RECREATION FUND</u>	<u>RECREATION PARK & FACILITIES</u>
Service Area		<u>NO. EMPLOYED (12 PART-TIME)</u>
<u>ACCOUNT #</u>	40-813-0000	
	<u>SALARIES & EMPLOYEE BENEFITS</u>	113,033
	<u>OPERATING EXPENSES</u>	177,220
	<u>CAPITAL OUTLAY</u>	85,000
	TOTAL	375,253

2022-2023

RECREATION & CULTURAL

Service Area

RECREATION FUND

COLONIAL THEATRE

NO. EMPLOYED

ACCOUNT #

40-814-0000

SALARIES & EMPLOYEE BENEFITS

18,000

OPERATING EXPENSES

54,335

CAPITAL OUTLAY

0

TOTAL

72,335

RECREATION & CULTURE

Service Area

RECREATION FUND

CONCESSIONS

NO. EMPLOYED

ACCOUNT #

40-815-000

SALARIES & EMPLOYEE BENEFITS

0

OPERATING EXPENSES

300

CAPITAL OUTLAY

0

TOTAL

300

RECREATION & CULTURE

Service Area

RECREATION FUND

ARMORY

NO. EMPLOYED (1 PART-TIME)

ACCOUNT #

40-816-0000

SALARIES & EMPLOYEE BENEFITS

8,812

OPERATING EXPENSES

62,400

CAPITAL OUTLAY

0

TOTAL

71,212

2022-2023

RECREATION & CULTURE

Service Area

RECREATION FUND

IP SPORTS COMPLEX

NO. EMPLOYED (2 PART-TIME)

ACCOUNT #

40-817-0000

SALARIES & EMPLOYEE BENEFITS 32,295

OPERATING EXPENSES 38,450

CAPITAL OUTLAY 0

TOTAL 70,745

RECREATION & CULTURE

Service Area

RECREATION FUND

REC PLANNING &

ADMINISTRATION

NO. EMPLOYED (1 FULL-TIME)

ACCOUNT #

40-818-0000

SALARIES & EMPLOYEE BENEFITS 68,154

OPERATING EXPENSES 79,600

CAPITAL OUTLAY 0

TOTAL 147,754

RECREATION & CULTURE

Service Area

RECREATION FUND

CHESTNUT MOUNTAIN

NO. EMPLOYED

ACCOUNT #

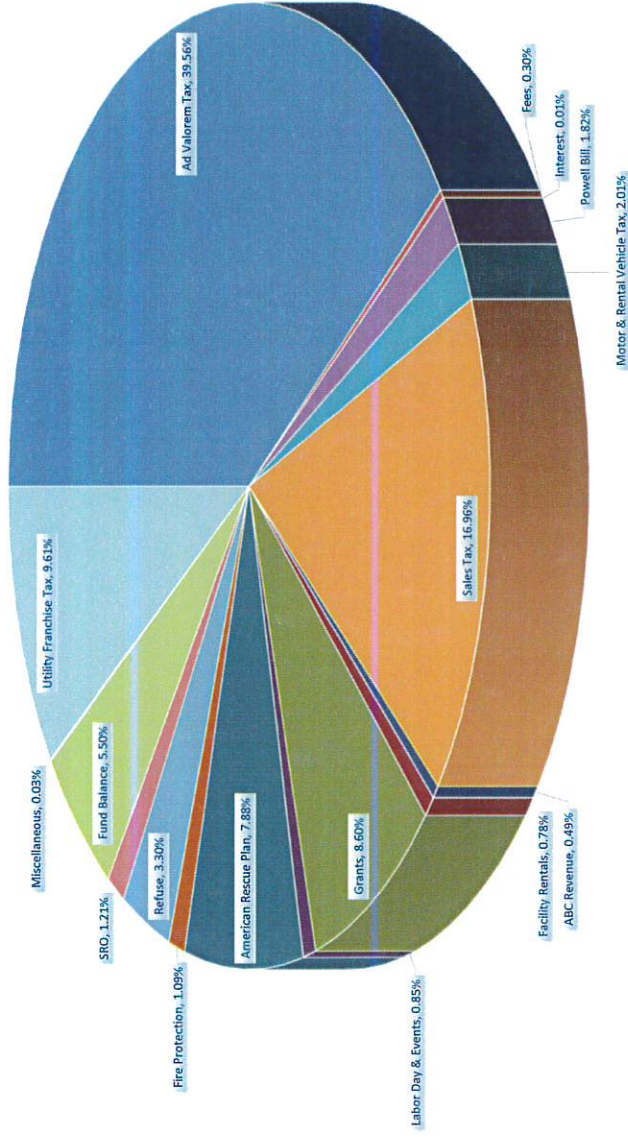
40-818-0000

SALARIES & EMPLOYEE BENEFITS 0

OPERATING EXPENSES 52,500

CAPITAL OUTLAY 695,000

TOWN OF CANTON 2022-2023
GENERAL & RECREATION REVENUE



TOWN OF CANTON 2022-2023 General & Recreation Expenditures

