NOTICE OF WEAVERVILLE TOWN COUNCIL WORKSHOP REMOTE ELECTRONIC MEETING ON MAY 12, 2020

The State of North Carolina, Buncombe County and the Town of Weaverville have all declared States of Emergency in response to the COVID-19 public health crisis. Emergency restrictions intended to slow the spread of the coronavirus and COVID19 include, among other things: requiring individuals to remain in their homes, except for certain essential activities, closing many businesses to the public, and prohibiting any gatherings which do not comply with its terms. Because of the risks to the public that would arise from in-person meetings, and in accordance with N.C. Gen. Stat. § 166A-19.24, the Town has converted its May 12, 2020 public meeting to a remote electronic format.

This NOTICE OF REMOTE ELECTRONIC MEETING is to inform the public that the Weaverville Town Council will hold its regularly scheduled workshop meeting on Tuesday, May 12, 2020 at 6:00 p.m. as an electronic video meeting via Zoom Meeting. Access to the meeting will begin at 5:45 p.m. and the meeting will start at 6:00 p.m. The instructions to access this public meeting are:

> **To join the meeting by computer**, go to this link https://us02web.zoom.us/j/86912882480 .
> You may be asked for permission to access your computer's video and audio. If so, click "allow." You will then be asked for the Meeting ID which is: 869 1288 2480
>
> **To join the meeting by phone**, call: (253) 215-8782 or (301)715 8592
> You will then be asked for the Meeting ID which is: 869 1288 2480 . There is no password for this meeting, so if asked for one just press the # button.
>
> **To listen to an audio recording of the meeting and view related materials**, please visit the Town's website at https://www.weavervillenc.org. An audio recording of the meeting will be posted to the Town's website for public access within 24 hours of the meeting.

The Town Manager will present her proposed Fiscal Year 2020/2021 Budget at this workshop meeting. Discussion during the meeting will be limited to that topic. Public comments will not heard. Action by Town Council may be taken.

Allan P. Root, Mayor
5/7/2020

Fiscal Year 2020-2021 Budget Message & Proposed Budget
Town of Weaverville, North Carolina

Presented to: **Mayor Al Root**
Vice Mayor Doug Jackson
Councilwoman Dottie Sherrill
Councilman Andrew Nagle
Councilman Patrick Fitzsimmons
Councilman Jeff McKenna

Presented by: **Selena Coffey, Town Manager**

Presented on: **May 12, 2020**

Honorable Mayor and Members of Town Council:

Pursuant to North Carolina General Statutes §159-11, I am writing to convey the fiscal year 2020-2021 budget message and proposed budget. This budget is presented in accordance with the North Carolina Local Government Budget & Fiscal Control Act and is balanced as required by North Carolina General Statutes.

The fiscal year 2020-2021 proposed General Fund budget totals **$7,249,242**. This is a 7.4%, or $580,066 **decrease** from the current year budget. The proposed budget maintains the current tax rate of $0.38 per $100 of valuation.

The fiscal year 2020-2021 proposed Water Fund budget totals **$2,323,750**, which is a 3.2%, or a $77,500 **decrease** from the current year budget. This budget does not include any appropriation from fund balance and includes a 4% increase in water rates.

The General Fund and Water Fund combined totals **$9,572,993**, which represents a 6.4%, or $657,567 **decrease** from the current year.

Economic Indicators & Assumptions

Budget development for the upcoming fiscal year has been tenuous, at best. We are in the midst of a crisis with the Coronavirus pandemic that is impacting our federal, state, and local economies in a way that will not be fully realized for some time. While statistics on Coronavirus deaths change daily, economic predictions regarding this public health crisis remain clear – our Town, our community, will be negatively impacted.

For this reason, I have had to make very difficult decisions regarding the proposed budget but have tried to do so without impacting the services that the Town of Weaverville provides to its citizens. The proposed budget is being presented in somewhat of a two-part fashion. First, the base budget that I am proposing drastically reduces capital equipment and capital improvement projects, excludes needed new personnel, freezes salary and wage increases for our current employees for 6 months, and provides basic funding to continue service levels. The second part of the budget, which is found in Supplement 1, sets out a list of the expenses that I have not included in the proposed budget, but we must consider as our Town continues to grow and our service demands grow.

Proposed Budget - General Fund Overview

The proposed General Fund budget for fiscal year 2020-2021 includes the revenues and expenditures as outlined in the following table:

Revenues by Source	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	% Variance
Ad Valorem Taxes	$3,475,564	$3,508,310	0.94%
Buncombe County Fire District Taxes	$1,616,629	$1,548,864	-4.2%
Local Government Sales Taxes	$1,396,000	$1,116,800	-20.0%
Appropriated Fund Balance	$445,909	$246,668	-44.7%
Unrestricted Intergovernmental Revenue	$613,807	$634,500	3.4%
Restricted Intergovernmental Revenue	$106,000	$100,000	-5.7%
Investment Earnings	$118,900	$12,600	-89.4%
Permits & Fees	$20,500	$20,500	0.0%
Other Revenue	$36,000	$61,000	69.4%
Total Revenues:	**$7,829,309**	**$7,249,242**	**-7.4%**
Expenditures by Department	**FY 2019-2020 Amended Budget**	**FY 2020-2021 Proposed Budget**	**% Variance**
Town Council	$253,151	$266,376	5.2%
Administration	$621,539	$616,175	-0.9%
Planning	$108,459	$109,902	1.3%
Police Department	$1,923,887	$1,991,639	3.5%
Fire Department	$2,420,038	$2,525,692	4.4%
Public Works	$2,107,426	$1,545,114	-26.7%
Debt Service	$299,809	$174,346	-41.8%
Contingency	$20,000	$20,000	0.0%
Transfer to Capital Reserve Fund	$75,000	$0	-100%
Total Expenditures:	**$7,829,309**	**$7,249,242**	**-7.4%**

Revenue Highlights

Unfortunately, most of the Town's revenue sources are being significantly impacted by the COVID-19 pandemic. In the bullets that follow, I am providing general overviews for each significant revenue source and providing preliminary projections for fiscal year. It is important to note that ad valorem property taxes, North Buncombe Fire District taxes, and local government sales taxes are the Town's largest revenue sources and the three account for roughly 89% of the Town's revenues, with property taxes at 50%, fire district taxes at 22%, and sales taxes at 17%. We must keep in mind that these figures are very likely to change as this period of uncertainty in our economy continues.

Ad Valorem Taxes

The proposed budget is based on the Town's current tax rate of $0.38 per $100 valuation at a collection rate

of 99.0% and tax values estimated by Buncombe County of $916,674,980 in taxable value for real and personal property. This represents a 2.6% increase, adding approximately $83,485 to the Town's property tax revenues for the upcoming fiscal year.

Buncombe County Fire District Taxes

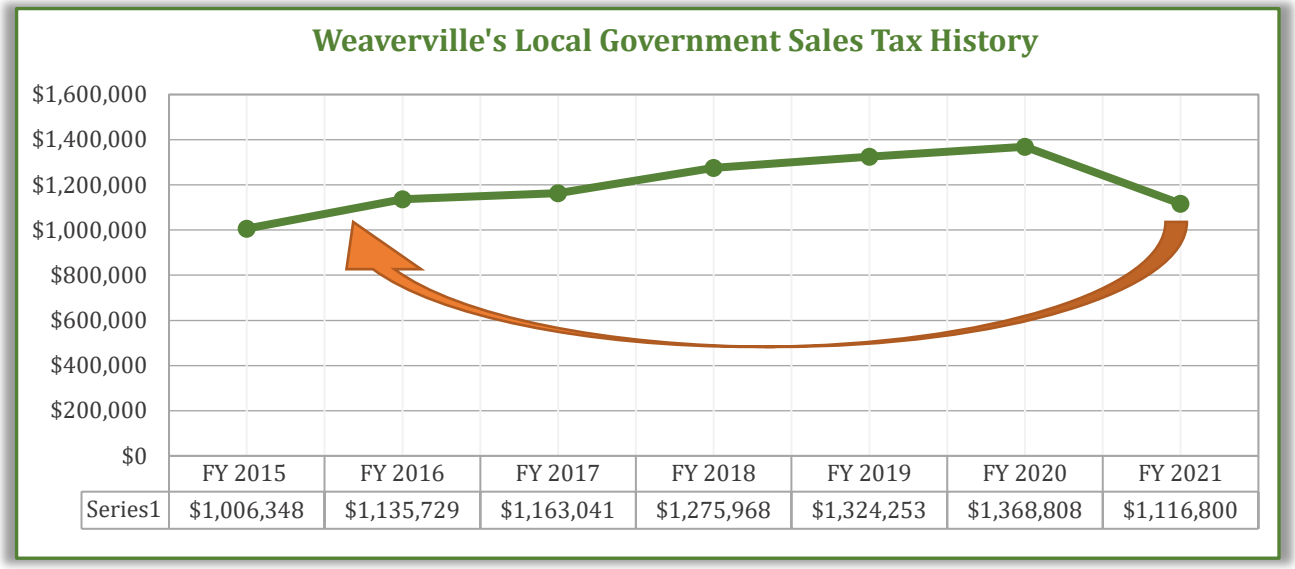
As you are aware, Buncombe County levies all fire district taxes within the county and the Weaverville Fire Department receives funding for fire protection for the North Buncombe Fire District. This funding is essential as our department continues providing fire protection to the area. The proposed budget includes a district tax rate of $0.12 per $100 valuation, which represents no change in the current rate. Unfortunately, we anticipate a 4.2%, or approximate $67,765 decrease in this revenue, due to the COVID-19 impact on sales tax distribution to the fire districts.

Local Government Sales Taxes

With sales taxes making up roughly 17% of the Town's budget coupled with the current economic issues we are facing, our projections for this revenue source are highly questionable at this point in time. The impact of COVID-19 business closings and unemployment is expected to bring negative growth in the last quarter of the current fiscal year. Unfortunately, we will not know the full impact of the pandemic on our final quarter of sales taxes until September, three months after the budget is adopted. Based on conversations with colleagues from across the state, most jurisdictions have planned for 20-35% losses. This proposed budget anticipates a reduction of 25% for Weaverville's last quarter, which translates to approximately $90,000 less than we expected for the current budget, fiscal year 2019-2020.

In forecasting for the fiscal year 2020-2021 budget, we are relying on information from the North Carolina League of Municipalities (NCLM), as well as state economists' projections. Obviously, this is a huge uncertainty for us, as we do not know how quickly our economy can recover and the public will return to purchasing and contributing to sales tax revenue. Unemployment coupled with business closures and continued social distancing is very likely to lead to <u>at least</u> one quarter of additional negative growth in our sales tax revenue. For this reason, the proposed budget includes an estimated $1.1 million in sales tax revenue. The proposed budget represents a 20%, or approximately $279,200 reduction from the fiscal year 2019-2020 budget. To put this in perspective, the proposed budget for sales tax points us back to fiscal year 2015-2016 sales tax revenue actuals, which is depicted in the graph that follows.

Obviously, this represents a monumental loss in revenue for the Town of Weaverville. We will want to revisit these figures once we receive our last quarter of sales tax proceeds for fiscal year 2019-2020 when they are received from the state.



Fees
I have proposed no new fees or increased fees within the fiscal year 2020-2021 General Fund budget compared to the current year budget.

Recycling Grant
I have included funding totaling $30,000 for a *Community Waste Reduction and Recycling Grant* that has been awarded by the N.C. Department of Environmental Quality for the purchase of recycling carts for the Town's residents. This project totals $87,500 and therefore I have included the associated match of $57,500 within the Public Works Sanitation Division expenditure budget.

ABC Revenues
While we have seen significant decreases in our major sources of revenue, ABC revenues have increased. We have already received $70,000 over the current year budget in this revenue account. However, our ABC Board has not yet adopted their budget and the projection for the upcoming fiscal year will likely change once we receive updated figures. In preparing this proposed budget, I have included $150,000 and will update this figure once the ABC budget has been completed.

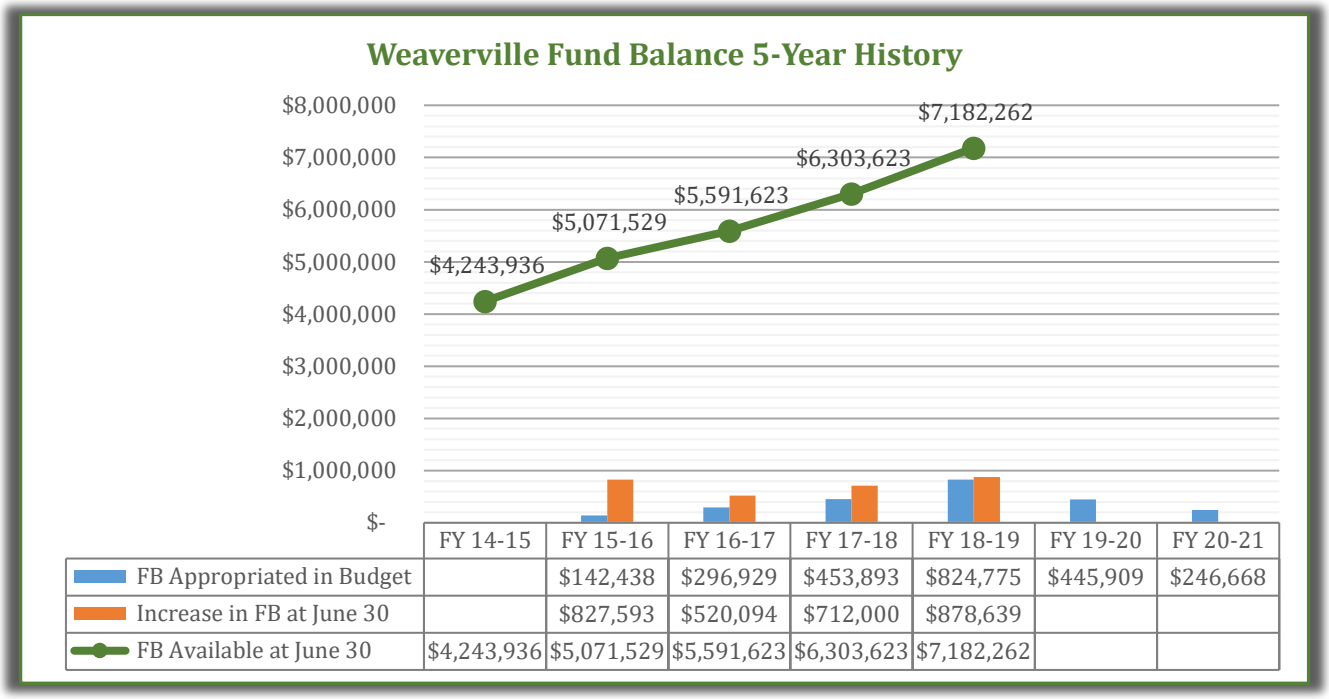
Interest Earnings Income
With the decline in the economy, we've seen interest rates drop significantly. Our investment rates have decreased from an average of 2.25% in fiscal year 2019-2020 to 0.25% currently. The predictions within the banking community suggest that these investment rates will drop even further. This will result in approximately $150,000 less in anticipated interest income for the upcoming fiscal year.

Fund Balance
The Town's last audit confirmed that we had $7,182,262 in available fund balance as of June 30, 2019. This is approximately $4.2 million or 58% above Town Council's 40% fund balance target. The proposed budget utilizes approximately **$246,668** of our accumulated fund balance to offset operational expenses.

The Capital Project Ordinance adopted in fiscal year 2019-2020 includes the community center construction (phases I and II) and estimates the utilization of an estimated $3,594,040 from General Fund balance in fiscal

year 2020-2021. This could potentially drop the target balance rate to 52%, but still keeps the Town well in line with the fund balance policy.

The chart below shows a five-year history of fund balance appropriated within the budget, as well as the amounts that have been returned to fund balance at fiscal year-end.



	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
FB Appropriated in Budget		$142,438	$296,929	$453,893	$824,775	$445,909	$246,668
Increase in FB at June 30		$827,593	$520,094	$712,000	$878,639		
FB Available at June 30	$4,243,936	$5,071,529	$5,591,623	$6,303,623	$7,182,262		

Expenditure Highlights

As per the fiscal year 2020-2021 budget calendar, departmental budget requests were due at the beginning of March 2020. Obviously, at that point in time, none of us knew about the detrimental impact that the COVID-19 crisis would have on our federal, state, and local economies. For that reason, our department leaders submitted budgets that clearly reflected the needs within their departments given the Town's incredible growth over the last two years. See Supplement 1 for more information on these requests. While I believe many of the items included within departmental requests should be funded within the budget, I simply cannot recommend approval of some of the items due to the place we find ourselves today.

General Government Highlights

In my conversations with numerous managers, both in our region, as well as across the state, it has been very clear that the potential loss of revenue may severely impact their ability to maintain existing staffing levels caused by the COVID-19 pandemic. Some of my colleagues have had to make the difficult decisions to furlough positions and, in some cases, eliminate positions altogether, thereby cutting services or restructuring their departments. A survey by the North Carolina League of Municipalities found that 58.8% of the municipalities our size expect to implement a hiring freeze in the upcoming budget and another 5.9% plan to furlough employees. It has been my goal to work with our department leaders to find ways to maintain our staffing levels during the difficult economy in which we live, without eliminating or furloughing employees. I believe we can accomplish this goal.

The following sections outline the items of significance that I am proposing within the proposed budget:

- **General liability insurance** is budgeted with a 6.0% increase, or approximately $13,000 over the current year budget.

- **Health and dental insurance** is budgeted with a 6.5% increase, or approximately $32,000 over the current year budget. We do continue to work with our insurance company and there is a small chance that we can lower the increase to 4.5%. This will be updated as we receive more information during budget deliberations.

- **Employee Incentive Program** funding has been included within the proposed budget at the same level as the current year budget at $10,000. I recommend maintaining this program funding as I see our employees going above and beyond in their roles during this pandemic and find it reasonable to reward their actions as appropriate. Any requests for expending these funds will remain with the approval of Town Council as per the adopted policy.

- **Debt service** expenses will decrease in the upcoming year. The Town's final debt service payment on the fire station is scheduled to be paid in fiscal year 2020-2021, resulting in $125,000 less in debt service payments. Of note, upon paying off the debt service on one of the Town's fire trucks two years ago, the Town began transferring $75,000 annually into a Capital Reserve Fund for the future purchase of a replacement fire truck. In an effort to offset the loss in the North Buncombe Fire District tax revenue for the upcoming fiscal year and to fund necessary extrication rescue tools for the Weaverville Fire Department for the safety of our public, we have removed the $75,000 transfer for this year alone.

- While the proposed budget does not include any new personnel, I feel strongly that we must continue to keep our employee compensation aligned with our neighboring jurisdictions in order to retain our exemplary employees and continue to be competitive in the local government job market. In order to balance our coronavirus-related revenue losses associated with the need to maintain good employees and remain competitive with our local jurisdictions, I am recommending a cost of living adjustment of 1.5%, which is slightly less than the Social Security Administration's adjustment (1.6%), but aligned with the Department of Labor's March 2020 Consumer Price Index (CPI). I am also recommending the continuation of the Town's merit pay program with a maximum 1.5% average increase in departmental wages. I am however, recommending that these increases be ***frozen until January 2021***, after we have had the opportunity to better gauge where our economy is headed and how our revenues align with our operational expenses. This total 3% increase proposed is below the 5% (2% cost of living and 3% merit) amount that Town Council has graciously approved for our employees for the last five years.

- **Americans with Disabilities Act (ADA) Improvements:** Another great unknown to budget for in fiscal year 2020-2021 involves any ADA improvements required upon the completion of the Town's ADA Transition Plan, which is currently being developed. At this point in time, we have not received a list of necessary improvements, but this will likely be a budgetary issue that we must address in the coming months.

<u>Police Department</u>

- Restructuring within department with reclassifications to meet succession planning objectives - $8,200
- Replacement of 2 patrol vehicles with hybrid vehicles per vehicle replacement guidelines ($55,600 per vehicle with equipment installed) - $111,200

Fire Department

- Replacement of current unserviceable hydraulic extrication rescue tools, including spreaders, cutters, ram - $28,000

Public Works

- Streets Division: Main Street parking striping - $9,000
- Powell Bill: Minimal funding for minor street repairs - $100,000
- Sanitation Division: Grant match for purchase of recycling carts ($87,500 project total, $30,000 offsetting grant award) - $57,500
- Recreation Division: Replacement of swing set at Lake Louise Park - $9,000
- Recreation Division: Replacement of trailer for hauling mowers and UTV - $5,000

Proposed Budget - Water Fund Overview

The proposed Water Fund budget for fiscal year 2020-2021 totals **$2,323,750**, which represents a 3.2% **decrease** in expenditures over the fiscal year 2019-2020 budget. The table below outlines the major sources of revenue and operational and capital expenditures proposed within the fiscal year 2020-2021 budget.

Revenues by Source	FY 2020-2021 Amended Budget	FY 2020-2021 Proposed Budget	% Variance
Water Revenue	$1,968,750	$2,070,000	5.1%
Miscellaneous Revenue	$15,000	$15,000	0.0%
Water Taps	$42,000	$26,250	-37.5%
System Development Fees	$270,000	$147,000	-45.6%
Fees for MSD Collection	$55,000	$60,000	9.1%
Interest Earned	$50,500	$5,500	-89.1%
Appropriated Fund Balance	$0	$0	0.0%
Total Revenues:	**$2,401,250**	**$2,323,750**	**-3.2%**
Expenditures by Function	**FY 2020-2021 Amended Budget**	**FY 2020-2021 Proposed Budget**	**% Variance**
Personnel	$1,041,654	$1,054,342	1.2%
Operations	$598,300	$599,508	0.2%
Capital Outlay	$213,000	$104,600	-50.9%
Capital Improvements	$180,000	$75,000	-58.3%
Contingency	$15,000	$15,000	0.0%
Reserve for Bond Payment	$203,974	$203,616	0.2%
Transfer to Water Capital Reserve Fund	$149,323	$271,685	81.9%
Total Expenditures:	**$2,401,251**	**$2,323,750**	**-3.2%**

Water Revenue Highlights

Unrestricted Net Position

The Town's last audit confirmed that we had $2,954,545 in Unrestricted Net Position as of June 30, 2019 in the Water Fund. The proposed budget does not utilize any of these funds and includes a transfer of $271,685 to

the Capital Reserve Fund to continue preparing for future capital projects, including the expansion of our water treatment plant.

Water Rates: In accordance with the water rate analysis provided by Withers-Ravenel, the proposed Water Fund budget includes a 4% increase in water rates for all customers. The increased rates keep us on track with the Withers-Ravanel analysis and assists the Town in preparing to expand the water treatment plant and for the debt service on the waterline extension project.

System Development Fees: Increasing the Town's system development fees in fiscal year 2019-2020 resulted in a significant increase in revenue due to the many new developments that opened, such as the Fairview Inn, the Holston project (i.e. stump dump), and other smaller projects. The proposed budget includes an estimated revenue of $147,312. This includes system development fees associated with the 828 North apartments, Greenwood Park homes, and some of the Northridge Commons townhomes expected to be constructed in the upcoming fiscal year.

Water Fund Expenditure Highlights

Water Administration

- Replacement gas and diesel fuel dispensing pumps - $14,600
- Replacement of fluorescent bulbs with LEDs at Public Works - $7,000
- Upgrade of fire alarm system at Public Works - $9,500
- Sealcoat and re-stripe parking lot at Public Works - $5,000

Water Maintenance

- Replace 1986 air compressor - $28,500
- Radio-read meter change out program - $40,000
- Waterline improvements: Replacement of Shuford Road and Coleman Street waterlines and abandonment of the last section of asbestos-cement waterline - $75,000

Looking Ahead

In addition to the requests reflected in the tables above, I would recommend that Town Council discuss and consider the Town's pay scale as we enter into the new fiscal year. It is my understanding that some jurisdictions in our region along with the State of North Carolina have adjusted their minimum pay to $15 per hour for all employees. Currently, our pay scale minimum wage is $13.27 per hour.

Moving into the new fiscal year, we will also need to make decisions with regard to the Water Treatment Plant Expansion, expenses related to construction of the Reems Creek Greenway, and completion of construction of the Community Center, phases I and II.

As we enter into the fiscal year 2020-2021 budget, I recommend that we continue to closely monitor what I will refer to as *pivot points*. We know that we are budgeting with much uncertainty. Therefore, as I am asking Town Council to consider funding additional items as reflected in Supplement 1, we must also be prepared to pivot the opposite, which may mean that we must find ways to cut expenses if our revenue streams become even more unstable. The first pivot point will be when the Town receives its last quarter of sales tax revenue for

fiscal year 2019-2021 in September. Another pivot point will come in January 2021 when we have half the fiscal year behind us. Staff will keep a close eye on revenues throughout and will bring issues forward as expeditiously as possible in this regard.

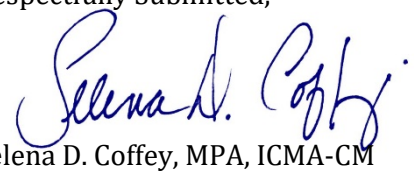
In Closing

The COVID-19 pandemic is teaching many of us how to live with uncertainty. Fortunately, I feel no uncertainty when it comes to our Town team and our ability to provide quality services, even during a pandemic. I would like to thank our department heads for their steadfast dedication and understanding as we've been forced to make difficult decisions with regard to the proposed budget. As I've shared before, our department heads are second to none and I am grateful to work alongside them.

I would like to extend a special thank you to Finance Director Tonya Dozier for her long hours and detail-oriented assistance in preparing the proposed budget. Her help has been invaluable and I have grown to greatly depend on her support in preparing the proposed budget and all things finance-related.

The COVID-19 crisis has placed many obstacles in front of communities across the world. We do not have a blueprint or a finely tuned list of pandemic best practices to help us move forward. Fortunately, the Town's financial resources are solid, our growth continues, and you, our Mayor and Town Council provide strong leadership. The upcoming year will be challenging, but I believe we can meet the challenges easily with your guidance. On behalf of all Town department heads and employees, we appreciate the leadership you provide in moving the Town of Weaverville forward.

Respectfully Submitted,



Selena D. Coffey, MPA, ICMA-CM
Town Manager / Budget Officer

Supplement 1

Prior to the pandemic, the Town's department heads prepared their budgets to request the following new positions, capital equipment, capital projects and new initiatives. Although I cannot recommend funding the following at this time, I believe Town Council should consider funding some of them if our economy improves or should Town Council wish to add to the proposed budget using additional fund balance.

General Fund New Personnel Requests:
Please note that the figures in the following table are estimates of new personnel requested, but not included in the proposed budget. Also, personnel expenses include wages and benefits such as FICA, retirement, insurance, and any other personnel-related expenses including uniforms, supplies, and equipment.

Position	Personnel Expenses	Related Expenses	Justification & Related Expenses	Total Expenses
Community Resource Officer	$48,333	$70,700	Allows for departmental structuring to provide for parking enforcement, needed community outreach, and succession planning efforts; Related expenses include uniforms, equipment, supplies and vehicle.	$119,033
Patrol Officer	$48,333	$70,700	Addresses 17.5% increase in calls in 2019 and provides evidence management, purging 8,000 items dating 2 decades; Related expenses include uniforms, equipment, supplies and vehicle.	$119,033
Streets Maintenance Tech	$44,900	$4,000	Position added to current 2-man crew to better address preventative maintenance on the Town's storm drainage system and addition of 1+ miles of new streets added to public street system; Related expenses includes uniforms, equipment, and supplies.	$48,900
Sanitation Maintenance Tech	$44,900	$4,000	Position allows for 2 3-man crews for garbage and brush collection without pulling employee from Recreation Division; Addresses average 5% monthly increase in solid waste collected.	$48,900
Water Maintenance Tech	$44,900	$4,000	Addresses increasing miles of water lines added to Town waterline system (4+ miles of new waterlines added in last 5 years); Allows for preventative maintenance of waterlines, which has not been accomplished due to workload demands.	$48,900
Water Maintenance Tech	$44,900	$4,000	Addresses increasing miles of waterlines added to Town waterline system (4+ miles of new waterlines added in last 5 years); Allows for preventative maintenance of waterlines, which has not been accomplished due to workload demands.	$48,900
Personnel Request Totals:	**$276,266**	**$157,400**		**$433,666**

General Fund Requests Vehicles, Capital Equipment, Capital Projects and New Initiatives:

As stated earlier in the Budget Message, I have received far more requests for needed equipment and improvements than I am able to include in the proposed budget. I encourage Town Council to consider these items for potential funding once we are able to determine the full impact of the COVID-19 crisis on our local revenues.

Vehicles, equipment, and capital improvement programs are the second largest expense for the Town, behind personnel expenses. I received requests totaling approximately $915,000 for these expenses. As stated earlier, I have made some difficult decisions regarding my recommendations for these items. In the table below, you will find a description of the departmental requests that have not been included in the proposed budget.

Department	Request	Justification	Expense
Planning	Bike/Ped Plan Development	10% match for development of bike/ped plan	$10,000
Police	LED message board (1)	Current board reaching end of service life	$17,500
Police	Portable radios (3)	Replacements of radios at end of service life	$15,600
Police	In-car cameras(3)	Replacements of cameras at end of service life	$15,000
Police	Hybrid patrol vehicle (1)	Adds a vehicle for one additional position	$56,500
Streets Division	Streets Improvement Plan	Continues 5th year of Street Improvement Plan	$300,000
Streets Division	Yost Street widening at school	Improves traffic pattern at Elementary School	$60,000
Streets Division	Storm drainage improvements	Enhances storm drainage maintenance	$75,000
Streets Division	Mini-excavator and trailer (1)	Necessary for storm drainage program	$82,000
Sanitation Division	Swaploader (1)	Replacement of current 2005 swaploader	$119,000
Recreation Division	Lake Louise restroom facility	ADA issue; Replacement of existing restrooms	$150,000
Recreation Division	Stream trash collector (1)	New forebay trash collection structure	$15,000
Vehicle, Capital Equipment & Improvements Request Total			**$915,600**

Water Fund Requests for Capital Equipment, and Capital Improvements:

Division	Request	Justification	Expense
Water Production	Emergency generators (2)	Installation of stand-by emergency generators and raw water pump station.	$900,000
Water Maintenance	Dubose Hill tank improvements	Repainting of Dubose Hill storage tank	$60,000
Capital Equipment & Improvements Request Total			**$1,139,600**

PROPOSED BUDGET
Fiscal Year 2020-2021
Budgets by Department, Function & Category

GENERAL FUND REVENUE	FY 2020 Amended Budget	FY 2021 Proposed Budget	$ Variance	% Variance
Prior Year Tax Revenue	$1,000	$4,000	$3,000	300.0%
Ad Valorem Tax Revenue	$3,215,564	$3,299,048	$83,485	2.6%
DMV Tax Revenue	$255,000	$201,262	($53,738)	-21.1%
Tax Penalties & Interest	$4,000	$4,000	$0	0.0%
Utilities Franchise Tax	$470,000	$467,500	($2,500)	-0.5%
Beer & Wine Tax	$17,000	$17,000	$0	0.0%
Powell Bill Distributions	$106,000	$100,000	($6,000)	-5.7%
Local Government Sales Tax	$1,396,000	$1,116,800	($279,200)	-20.0%
Buncombe County Fire Protection	$1,616,629	$1,548,864	($67,765)	-4.2%
ABC Store Distribution to Town	$120,000	$150,000	$30,000	25.0%
ABC Store Alcohol Education	$3,971	$0	($3,971)	-100.0%
ABC Store Police Department	$2,836	$0	($2,836)	-100.0%
Cell Tower Revenue	$16,000	$16,000	$0	0.0%
Miscellaneous Revenue	$5,000	$35,000	$30,000	600.0%
Interest Earned	$115,500	$12,100	($103,400)	-89.5%
Interest Earned-Powell Bill	$3,400	$500	($2,900)	-85.3%
Zoning Inspections Fees	$20,000	$20,000	$0	0.0%
Fire Inspections Fees	$500	$500	$0	0.0%
Sale of Property	$15,000	$10,000	($5,000)	-33.3%
Appropriated Fund Balance	$445,909	$246,668	($199,241)	-44.7%
TOTAL GENERAL FUND REVENUE	**$7,829,309**	**$7,249,242**	**($580,066)**	**-7.4%**

GENERAL FUND EXPENDITURES		FY 2020 Amended Budget	FY 2021 Proposed Budget	$ Variance	% Variance
Town Council					
Personnel		$96,751	$115,876	$19,125	19.8%
Operations		$156,400	$150,500	($5,900)	-3.8%
Capital Outlay		$0	$0	$0	--
	Total	**$253,151**	$266,376	**$13,225**	**5.2%**
Administration					
Personnel		$425,389	$424,712	($677)	-0.2%
Operations		$196,150	$191,463	($4,688)	-2.4%
Capital Outlay		$0	$0	$0	#DIV/0!
	Total	**$621,539**	**$616,175**	**($5,365)**	**-0.9%**
Planning & Code Enforcement					
Personnel		$96,859	$100,177	$3,318	3.4%
Operations		$11,600	$9,725	($1,875)	-16.2%
	Total	**$108,459**	**$109,902**	**$1,443**	**1.3%**

Police Department				
Personnel	$1,418,647	$1,524,329	$105,682	7.4%
Operations	$363,690	$356,109	($7,580)	-2.1%
Capital Outlay	$141,550	$111,200	($30,350)	-21.4%
Total	**$1,923,887**	**$1,991,639**	**$67,752**	**3.5%**
Fire Department				
Personnel	$1,991,501	$2,141,591	$150,089	7.5%
Operations	$384,537	$356,102	($28,435)	-7.4%
Capital Outlay	$44,000	$28,000	($16,000)	-36.4%
Total	**$2,420,038**	**$2,525,692**	**$105,654**	**4.4%**
Public Works: All Divisions				
Personnel	$811,236	$842,915	$31,678	3.9%
Operations	$520,090	$592,599	$72,509	13.9%
Capital Outlay	$90,000	$5,000	($85,000)	-94.4%
Capital Improvements	$686,100	$104,600	($581,500)	-84.8%
Total	**$2,107,426**	**$1,545,114**	**($562,313)**	**-26.7%**
Debt Service				
Loan Payment-Fire Truck 09/14	$53,541	$53,541	($0)	0.0%
Loan Payment-Fire Station	$246,268	$120,805	($125,463)	-50.9%
Total	**$299,809**	**$174,346**	**($125,463)**	**-41.8%**
Contingency	**$20,000**	**$20,000**	**$0**	**0.0%**
Transfer to Cap Reserve Fund	**$75,000**	**$0**	**($75,000)**	**-100.0%**
Total General Fund Revenue	**$7,829,309**	**$7,249,242**	**($580,066)**	**-7.4%**
Total General Fund Expenditures	**$7,829,309**	**$7,249,242**	**($580,066)**	**-7.4%**

WATER FUND REVENUE	**FY 2020 Amended Budget**	**FY 2021 Proposed Budget**	**$ Variance**	**% Variance**
Water Revenue	$1,968,750	$2,070,000	$101,250	5.1%
Miscellaneous Revenue	$15,000	$15,000	$0	0.0%
Water Taps	$42,000	$26,250	($15,750)	-37.5%
System Development Fees	$270,000	$147,000	($123,000)	-45.6%
Fees for MSD Collection	$55,000	$60,000	$5,000	9.1%
Interest Earned	$50,500	$5,500	($45,000)	-89.1%
Appropriated Fund Balance	$0	$0	$0	#DIV/0!
Total Water Fund Revenue	**$2,401,250**	**$2,323,750**	**($77,500)**	**-3.2%**

WATER FUND EXPENDITURES		FY 2020 Amended Budget	FY 2021 Proposed Budget	$ Variance	% Variance
Water Fund					
Personnel		$1,041,654	$1,054,342	$12,689	1.2%
Operations		$598,300	$599,508	$1,208	0.2%
Capital Outlay		$213,000	$104,600	($108,400)	-50.9%
Capital Improvements		$180,000	$75,000	($105,000)	-58.3%
	Total	**$2,032,954**	**$1,833,450**	**($199,504)**	**-9.8%**
Contingency	**Total**	**$15,000**	**$15,000**	**$0**	**0.0%**
Reserve for Bond Payment		**$203,974**	**$203,616**	**($358)**	**-0.2%**
Transfer to Water Capital Reserve		**$149,323**	**$271,685**	**$122,362**	**81.9%**
Total Water Fund Revenue		**$2,401,250**	**$2,323,750**	**($77,500)**	**-3.2%**
Total Water Fund Expenditures		**$2,401,251**	**$2,323,750**	**($77,500)**	**-3.2%**
GRAND TOTAL BUDGET		**$10,230,559**	**$9,572,993**	**($657,567)**	**-6.4%**