



## Town of Garland

*Winifred Murphy*  
Mayor

*Commissioners:*  
*Austin Brown*  
*Eddie Bronson, Jr.*  
*Carolyn R. Melvin*  
*Barbara A. Peterson*  
*Jo A. Strickland*

### **BUDGET MESSAGE FOR THE 2021/2022 PROPOSED BUDGET**

The Town of Garland Proposed Budget for 2021/2022 includes total revenues and expenditures in the amount of \$868,000.00 for three funds as listed:

General Fund	\$530,000.00
Water/Sewer Fund	\$297,000.00
Powell Bill Fund	\$ 41,000.00
<b>TOTAL 2021/2022 PROPOSED BUDGET</b>	<b>\$868,000.00</b>
<b>2020/2021 TOTAL BUDGET</b>	<b>\$859,351.00</b>
<b>2019-2020 TOTAL BUDGET</b>	<b>\$983,063.50</b>
<b>2018/2019 TOTAL BUDGET</b>	<b>\$986,988.62</b>
<b>2017/2018 TOTAL BUDGET</b>	<b>\$918,689.33</b>

The 2021/2022 Proposed Budget denotes an increase of \$8,649.00 in total revenues and expenditures for the three funds as compared to the current fiscal year totals.

## **GENERAL FUND**

<b>2021/2022 Proposed Budget</b>	<b>\$530,000.00</b>
<b>2020/2021 Budget</b>	<b>\$522,250.00</b>
<b>2019/2020 Budget</b>	<b>\$636,563.50</b>
<b>2018/2019 Budget</b>	<b>\$612,105.19</b>
<b>2017/2018 Budget</b>	<b>\$552,669.33</b>

## **HIGHLIGHTS**

### **REVENUES**

- Represents an overall increase of \$7,750.00 in the proposed 2021/2022 General Fund Budget based on the current General Fund Budget. The majority of the approximate 1.48% increase in revenue is contributed to increased sales and use tax receivable projections.
- Ad Valorem Tax Revenues have been configured on a collection rate of 90%. Tax rate will remain unchanged at .72 cent per \$100.00 valuation for the proposed 2021/2022 budget. The total valuation is estimated at \$27,564,864.00 which yields approximately \$178,620.00 in tax revenue based on the tax rate of .72 cent per \$100.00 valuation. Based on collection projections of \$178,620.00 in the proposed 2020/2021 budget, 2021 Ad Valorem tax collections are projected at \$151,334.00 and Motor Vehicle tax collections are projected at \$27,286.00. This represents a decrease of \$1,380.00 compared to the current budget. Previous year taxes projected at \$6,000.00. Penalties and interest revenue estimated at \$1,800.00.
- Motor Vehicle License Fees will remain at \$10.00/vehicle for 2021/2022 with projected revenues of \$3,500.00. Motor Vehicle interest and penalties projected at \$160.00.
- Business Registration Fees remain unchanged from the four previous years. A fee of \$20.00 per business annually will be assessed to cover the administrative costs of the Business Registration Program in 2021/2022.
- Solid Waste tax receivables projected at \$350.00.
- Credit Card processing fees estimated at \$3,500.00 in anticipation of opening town offices at the beginning on the 2021/2022 fiscal year and re-initiating the \$3.00 per transaction convenience fee to cover the cost of processing card payments.
- Wine & Beer tax receivables projected at \$2,500.00.

- Local Option Sales Tax Revenue projections increased \$30,162.00 from \$150,000.00 to \$180,162.00 based on current receivables.
- Building & Zoning Fees estimated to generate \$1,100.00 in revenue.
- Utility Franchise tax revenues increased \$1,000.00 from \$30,000.00 to \$31,000.00.
- Refuse Collection revenues increased \$3,000.00 to \$108,000.00 as compared to \$105,000.00 in the current budget. No consumer rate increases have been included in the proposed 2021/2022 budget.
- Cemetery Plot Sales have a projected revenue of \$5,000.00.
- Fund Balance use of \$6,557.43 appropriated to allocate the Community Events Restricted and Unrestricted Fund expenditures that were remaining from the current budget.

### **EXPENSES**

- Governing Body expenses increased by \$5,966.00 from \$21,184.00 to \$27,150.00 to increase board members monthly stipend from \$200.00 to \$300.00. No changes in the mayoral stipend were made.
- Administrative Department decreased expenses by \$6,614.69 with total expenditures projected at \$115,735.00 as compared to \$122,349.69 in the current budget.
- Elections expenses projected to be \$4,000.00 in the proposed 2021/2022 budget.
- Tax Supplies/Software expenses decreased \$135.00 from \$3,600.00 to \$3,465.00.
- Legal expenses remained the same at \$12,000.00.
- Building Fund expenses decreased \$10,700.00 from \$83,000.00 to \$72,300.00.
- Zoning expenditures increased \$18,987.69 from \$2,700.00 to \$21,687.69. Of this, \$15,000.00 was allocated to develop a current land use plan and \$6,687.69 was allocated for code enforcement.
- Fire Department allocation of \$20,000.00 proposed to assist with staffing for the fire department.
- Streets and Highways expenditures decreased \$26,604.00 from \$122,699.00 to \$96,095.00. Debt service is appropriated in the amount of \$12,800.00 to pay the annual dump truck payment.
- Sanitation Department expenses increased \$4,100.00 from \$103,900.00 to \$108,000.00. The Town of Garland will receive a Consumer Price Index

increase in costs of 1.6% from the contracted vendor. No increase in customer fees are proposed for 2021/2022.

- Parks & Recreation Department expenses decreased \$5,000.00 from \$30,009.88 to \$25,009.88.
- Cemetery Department projected expenses increased \$4,000.00 from \$14,000.00 to \$18,000.00.

### **WATER/SEWER FUND**

<b>2021/2022 Proposed Budget</b>	<b>\$297,000.00</b>
<b>2020/2021 Budget</b>	<b>\$290,000.00</b>
<b>2019/2020 Budget</b>	<b>\$299,500.00</b>
<b>2018/2019 Budget</b>	<b>\$298,456.43</b>
<b>2017/2018 Budget</b>	<b>\$301,700.00</b>

### **HIGHLIGHTS**

#### **REVENUES**

- Proposed budget represents an approximate 2.4% increase in the total Water/Sewer Fund Budget as compared to the current fiscal year budget. Total increase equals \$7,000.00 and this is attributed in part to the use of Fund Balance appropriations. Fund Balance appropriation of \$11,000.00 is allocated in the proposed 2021/2022 budget as compared to \$5,000.00 appropriated in the current budget. No water/sewer customer fee increases are proposed for 2021/2022.
- Water Revenue projections remain unchanged at \$108,000.00 based on the actual current year collections.
- Sewer Revenue projections remain unchanged at \$140,000.00 based on the actual current year collections.
- County Water Revenue projections increased by \$1,000.00 from \$25,000.00 to \$26,000.00. No rate increases are proposed for 2021/2022.

#### **EXPENSES**

- Debt Service payment of \$12,719.00 remains unchanged in the proposed 2021/2022 Budget for the Water Meter Replacement Loan.
- Administration/Postage Fund expenditures remain the same at \$1,500.00.
- Software expenditures decreased \$1,100.00 from \$3,900.00 to \$2,800.00.

- Salaries and Wages increased \$26,000.00 from \$37,000.00 to \$63,000.00. Increased expenditure projections were allocated to hire a permanent full time employee for public works preferably with experience in water/sewer operations.
- Utilities for water and sewer increased \$1,492.00 from \$19,008.00 to \$20,500.00 based on current expenditures.
- Maintenance and Repairs for equipment, buildings and vehicles expenditures decreased \$31,200.00 from \$43,500.00 to \$12,300.00.
- Water Tank Maintenance expenses remained the same at \$11,923.00.
- Neptune 360 Subscription is a new line item expenditure budgeted at \$4,400.00.
- Professional Services expenditures decreased \$11,000.00 at \$16,000.00 as compared to \$27,000.00 in the current budget. Plans are to decrease the number of ORC visits per month with staff checking sites daily during the week.
- Communications/PR expenses decreased \$25.00 from \$600.00 to \$575.00.
- Departmental Supplies expenses decreased \$3,500.00 from \$13,500.00 to \$10,000.00.
- Dues/Travel/School decreased \$900.00 from \$3,400.00 to \$2,500.00.
- Insurance and Bonds remained unchanged at \$3,600.00.
- Gas expenses decreased \$119.00 from \$2,600.00 to \$2,481.00.
- Chemical expenses decreased \$750.00 from \$11,500.00 to \$10,750.00.
- Penalties/Fines expenses decreased \$2,500.00 from \$10,000.00 to \$7,500.00 with plans to decrease the causative factors triggering violations.
- Testing expenses decreased \$4,000.00 from \$24,000.00 to \$20,000.00. Expenses should decrease and stabilize with the completion of fiber cable installation. Increased expenses in the current budget can be attributed to an overwhelming amount of water/sewer lines breaks and repairs that necessitated additional lab testing during the fiber installation.
- Contracted Services expenses decreased \$8,200.00 from \$11,200.00 to \$3,000.00 with plans to eliminate contracted staffing services as soon as a permanent full time employee is hired.
- Capital Outlay/Improvement allocation increased \$46,500.00 to \$51,000.00 with plans to use these funds for a new public works facility.

**POWELL BILL FUND**

<b>2021/2022 Proposed Budget</b>	<b>\$41,000.00</b>
<b>2020/2021 Budget</b>	<b>\$47,101.00</b>
<b>2019/2020 Budget</b>	<b>\$47,000.00</b>
<b>2018/2019 Budget</b>	<b>\$76,427.00</b>
<b>2017/2018 Budget</b>	<b>\$64,320.00</b>

**HIGHLIGHTS**

**REVENUES**

- Allocations projected at \$26,000.00 based on the continued economic impact of the Covid-19 pandemic. This projected allocation represents a decrease of approximately \$1,736.26 based on the 2020/2021 allocation.
- Proposed budget includes use of Fund Balance appropriation of \$14,988.00 versus use of Fund Balance in the current budget of \$19,345.00.

**EXPENSES**

- Maintenance and Repair expenditures proposed are \$41,000.00 as compared to \$47,101.00 in the 2020/2021 Budget. The decrease in expenditures are attributed to the projected decrease in the anticipated allocation and a decrease in available fund balance secondary to paving that was completed on W. Third and W. Fourth Street.

A Fee Schedule is attached listing fees and rates charged by the Town of Garland. One fee increase is being proposed for the 2021/2022 fiscal year:

Out of Town Resident Cemetery Plot Fee will increase from \$600.00 to \$800.00.

A DISCOUNT OF 2% WILL BE GIVEN FOR REAL AND PERSONAL PROPERTY TAXES PAID BY AUGUST 31, 2021.

**Prepared and Submitted by:**

Pamela Cashwell  
Pamela Cashwell, Town Clerk/Finance Officer

5-17-2021  
Date