

Town of Plymouth

124 EAST WATER - PLYMOUTH, NORTH CAROLINA 27962

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TO: Mayor Vershumn “Shawn” Hawkins
Plymouth Town Council

FROM: Joanne Floyd, CMC, NCCMC
Interim Town Manager/Finance Officer/Town Clerk

DATE: June 6, 2020

RE: Summary - Enterprise Funds Proposed Budgets
Fiscal Year 2020 - 2021

Below you will find a summary of the four (4) Enterprise Funds the Town operates. Due to Executive Orders 124 and 142 issued by the Governor in response to the COVID-19 Pandemic prohibiting utility shut-offs, charging penalties and reconnect fees for a late payment, and requiring the Town to allow at least a six (6) month to pay off outstanding balances, the proposed revenue collection in each of these funds have been budgeted conservatively.

Water Department:

Revenues

- Water Revenues decreased \$155,000 from the current fiscal year’s budget.
- Reconnect Fees decreased \$14,000 from the current fiscal year’s budget.
- Penalties decreased \$43,800 from the current fiscal year’s budget.
- Reimbursement from the Sewer Fund decreased \$ \$154,029 from the current fiscal year’s budget. This was to allow for the Sewer Department budget to balance without having to allocate fund balance.
- Reimbursement from the Stormwater Fund decreased \$ \$44,718.11 from the current fiscal year’s budget.
- Allocation of unrestricted fund balance in the amount of \$382,489.11 to balance the budget.
- The Town is losing approximately \$7,500 a month not being able to bill for penalties and reconnect fees.
- An inflation related adjustment to the base rate needs to be considered.

Summary Revised Budget General Fund FY 2020 - 2021



Expenses

The Water Department includes salaries and benefits for twelve (12) employees.

The proposed budget decreases from the current fiscal year's budget totaling \$1,384,124 to \$1,355,066 and includes 1) a 2% cost of living adjustment; 2) raising salaries to \$15.00 per hour; 3) eliminating two (2) part-time positions; 4) reduction in health insurance premiums; and 5) a transfer to reimburse the General Fund.

Sewer Department:

Revenues

- Sewer Revenues decreased \$210,790 from the current fiscal year's budget.
- An inflation related adjustment to the base rate needs to be considered.

Expenses

The proposed budget decreases from the current fiscal year's budget totaling \$975,790 to \$765,000 and includes 1) the first loan payment for the Wastewater Treatment Plant Project and 2) transfers to reimburse the General Fund and Water Fund.

Sanitation:

Revenues

- Solid Waste Disposal Tax remains the same in the amount of \$2,400.
- Garbage Revenues decreased \$70,000 from the current fiscal year's budget.
- Landfill Revenues decreased \$39,000 from the current fiscal year's budget.
- Allocation of unrestricted fund balance in the amount of \$127,497 to balance the budget.
- An inflation related adjustment to the base rate needs to be considered.

Summary_Budget_Enterprise Funds_FY 2020 – 2021



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- Discussion to Remove the Garbage and Landfill Charges from the Utility Bill and Add to the Tax Bills will be held during the June 8, 2020 Council Meeting.

Expense

The Sanitation Department includes salaries and benefits for two (2) employees.

The proposed budget increases from the current fiscal year's budget totaling \$586,400 to \$604,897 and includes: 1) raising salaries to \$15.00 per hour; 2) reduction in health insurance premiums; 3) the David's Trash Service Contract; 4) loan payment for the leaf vac; and 5) a transfer to reimburse the General Fund.

Storm Water:

Revenues

- Stormwater Revenues decreased \$11,000 from the current fiscal year's budget.
- Stormwater Revenues Taxes decreased \$1,000 from the current fiscal year's budget.
- An inflation related adjustment to the base rate needs to be considered.

Expense

The proposed budget decreases from the current fiscal year's budget totaling \$119,000 to \$107,000 and includes: 1) funding to purchase a mosquito sprayer and 2) transfers to reimburse the General Fund and Water Fund.

Additional information can be found on the Line Item Request Forms found behind each Department's budget worksheets.

Summary_Budget_Enterprise Funds_FY 2020 – 2021

