

Town of Chincoteague FY24 Budget Presentation

May 1, 2023

Prepared by,
Michael Tolbert,
Town Manager



Town of Chincoteague, Inc.



TO: Mayor Leonard and Council Members

FROM: Michael Tolbert, Town Manager

DATE: May 1, 2023

SUBJECT: FY24 Budget Presentation

Enclosed for your review and consideration is the proposed FY24 Budget. The goal of this budget as always is to provide and maintain high quality services and facilities while using the Town's resources, and taxpayer funds both wisely and efficiently.

This budget is the product of many hours of research and planning by the Town staff and Council. The FY24 Budget by fund is as follows:

1. General Fund	\$7,563,652
a. General Government	\$2,469,519
b. Emergency Services	\$1,304,989
c. Public Works	\$1,302,870
d. Mosquito Control	\$ 138,241
e. Roads	\$ 705,160
f. Police	\$1,313,220
g. Dispatch	\$ 329,653
2. Harbor Fund	\$1,135,273
3. Trolley Fund	\$ 262,652
4. Water Fund	\$1,144,400
5. Center Fund	\$ 438,194
Total FY2023 Budget	\$9,901,419

Town of Chincoteague, Inc.

Highlights of this budget are;

- Two dollar per hour raise for all employees. Three dollars for all police officers.
- An increase in employee health care contributions of 5%.
- The addition of 4 full-time EMS providers to Emergency Services.
- Continued funding of street maintenance and paving.

Continued funding of notable capital improvement [projects](#):

- New Floating Docks at Robert Reed Park – Grant Funded
- Paving Overlay at Memorial Park
- Engineering for Wastewater Collection System

The following presentation attempts to explain the budget process as well as the sources of revenue, operational expenses and capital improvements to give the citizens of Chincoteague a more clear understanding of use of their tax dollars.

Budgeting used to be Simple!

TOWN OF CHINCOTEAGUE

125

Regular Council Meeting
Held December 6, 1971

REVENUE

PROPOSED 1971

On a motion made by Reginald Birch, seconded by Ira Hudson, and unanimously carried, Ralph Turlington is to be paid \$100.00 for poisoning rats at the Town Dump.

REVENUE:

Property taxes:		
Tax levy and penalties	\$49,000.00	
Bank share tax	3,000.00	
Interest	<u>150.00</u>	\$ 52,150.00
Water rent		89,585.00
Share of ABC profits		7,000.00
Business licenses		9,000.00
Motor vehicle licenses		6,500.00
Sales tax		5,800.00
Parking Meter receipts		3,500.00
Service connections		5,000.00
Fines-Mayor's court		2,500.00
Cleaning septic tanks		3,600.00
Material and services		7,500.00
Memorial park		1,800.00
Sidewalk assessments		800.00
Telephone pay station		150.00
Sundry		<u>200.00</u>
		\$195,085.00

TOTAL REVENUE -----\$195,085.00



Funding Demands Have Grown Over the years!

1967

Police Protection
Public Works
Domestic Water Utility
Street Maintenance
Town Administration
Trash Collection
Mosquito Control

1992

24 Hour Police Protection
Public Works
Domestic Water Utility
Street Maintenance
Town Administration
Trash Collection
Mosquito Control
Parks and Recreation
8-Hour Emergency Services
Tourism Economic- Development

Regular Council Meeting
Held November 1, 1971

A motion was made by Alfred Johnson, seconded by Harvey McGee, and unanimously carried, to authorize our Attorney to begin legal procedures in annexing the portion of the Island District outside the Town limits.



What does the Town fund now?

24 Hour Police Protection
Public Works
Domestic Water Utility
Street Maintenance
Town Administration
Trash Collection
Mosquito Control
Parks and Recreation
24 Hour Emergency Services
Tourism & Economic Development
Harbor of Refuge
Boat Ramps
Civic Center
Cemetery Care
Trolley Service



The Budget Process

Regular Council Meeting
Held March 6, 1967

A motion was made by Robert Mears, seconded by Asa Hickman and unanimously carried, to have two minnow floats made for Howard Whealton by May 1, 1967.

Preparation

- *The Town Manager Meets with Department heads to review needs for the next fiscal year.*
- *Year to date expenditures are reviewed in early January to gauge budget discipline and forecast accuracy.*
- *Conversations with local business owners assist in projecting the level of business and thus revenues for the next season.*

Budget Construction

- *The first draft budget is constructed by the Town Manager and presented as unbalanced with all department requests and Capital Improvement items included.*
- *Subsequent drafts are fine tuned with input from Budget and Personnel Committee and Council by department and finally presented in balanced form.*

Approval

- *Per Virginia State Code, the budget must be advertised in the local paper.*
- *The budget is formally presented at a public hearing where the citizens have an opportunity to voice their opinions on the completed document.*
- *After the required waiting time, The Council votes to approve and appropriate the budget.*

CHINCOTEAGUE, VIRGINIA								
	Appro. Year	8/31/66 Rec.	Appro. Pro- posed 1967	Appro. Pro- posed 1968	8/31/68 Increase	8/31/68 Decrease	Allowed	
General Government	\$ 16,430.00	\$ 15,440.62	\$ 16,700.00	\$ 16,537.00	\$	\$ 163.00	\$ 16,537.00	
Water Department	27,820.00	24,434.91	25,570.00	28,670.00	3,100.00		28,670.00	
Street Department	26,740.00	21,401.50	26,780.00	24,280.00		2,500.00	24,280.00	
Welfare Department	17,915.00	22,627.29	19,770.00	26,770.00	7,000.00		26,770.00	
Police Department	14,265.00	20,030.51	14,850.00	20,060.00	5,210.00		20,060.00	
Capital Outlays	4,950.00	12,431.80	6,500.00	4,700.00		1,300.00	4,700.00	
Interest on Bonds				-0-			-0-	
Water Department Special Fund Trans.	5,000.00	6,261.41	5,000.00	-0-		5,000.00	-0-	
Traffic & Parking Meter Trans.	2,500.00	3,056.88	1,500.00	-0-		1,500.00	-0-	
Water Redemption Fund Trans.		8,300.00	9,000.00	9,000.00			9,000.00	
Water Construction Fund	-0-	97.60	-0-	-0-			-0-	
Water Bond Special Fund	-0-	-0-	-0-	12,458.00			12,458.00	
Interest on Notes Payable	700.00	97.21	-0-	-0-			-0-	
	\$115,270.00	\$134,179.73	\$128,770.00	\$142,475.00	\$27,768.00	\$14,063.00	\$142,475.00	
Taxes and Penalties	\$ 20,000.00	\$ 20,000.00	\$ 22,000.00	\$ 22,000.00	\$ 2,000.00		\$ 22,000.00	
Bank Share Tax	2,500.00	2,580.00	2,580.00	2,500.00		\$ 80.00	2,500.00	
Interest - Taxes	150.00	172.88	130.00	200.00			200.00	
Water Rent Collections	59,400.00	64,498.20	58,000.00	77,000.00			77,000.00	
Share of ABC Profits	6,400.00	6,234.42	6,300.00	7,000.00			7,000.00	
Business Licenses	7,000.00	6,849.56	7,000.00	7,000.00			7,000.00	
Parking Meter Receipts	2,700.00	3,271.00	2,700.00	4,600.00			4,600.00	
Fines - Police Justice Court	900.00	1,850.00	1,800.00	2,000.00			2,000.00	
Auto Licenses Tags	6,000.00	6,139.50	6,000.00	7,000.00			7,000.00	
Sidewalk Assessments	400.00	298.50	600.00	500.00			500.00	
Cleaning Septic Tanks	700.00	1,390.50	1,800.00	2,500.00			2,500.00	
Service Connections	2,500.00	2,500.50	3,000.00	2,500.00			2,500.00	
Telephone Pay Station Collections	150.00	156.67	160.00	200.00			200.00	
Fine Box Deposits	100.00	63.35	100.00	75.00			75.00	
Material and Services	1,700.00	1,399.15	800.00	1,500.00		25.00	1,500.00	
Memorial Park	700.00	617.88	1,000.00	800.00			800.00	
Sundry			200.00	100.00			100.00	
County Sales Tax	-0-	-0-	-0-	5,000.00			5,000.00	
Water Department Special Fund Trans.	6,500.00	2,000.00	4,000.00	-0-		4,000.00	-0-	
Traffic and Parking Fund Trans.	2,500.00	1,100.00	1,000.00	-0-		1,000.00	-0-	
Water Redemption Fund Trans.		-0-	7,600.00	-0-			-0-	
Sale of Land and Equipment			-0-	-0-			-0-	
Lottie Snead Reward Fund	-0-	500.00	-0-	-0-			-0-	
Deficit	-0-	-0-	4,000.00	-0-			-0-	
	\$118,550.00	\$122,369.88	\$128,770					

Government General Funds receive revenue primarily from Taxes.

Enterprise Funds
receive revenue
primarily from user
fees and services.

Each fund must
balance independently.

Each fund must
balance indepen

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balance indepen

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FY24 Budget Priorities

- *Public Safety*
- *Employee Compensation*
- *An increase in employee health care contributions of 5%*
- *Retention of Police and EMS Personnel*
- *Continued funding of street maintenance and paving*

Capital Improvement Highlights

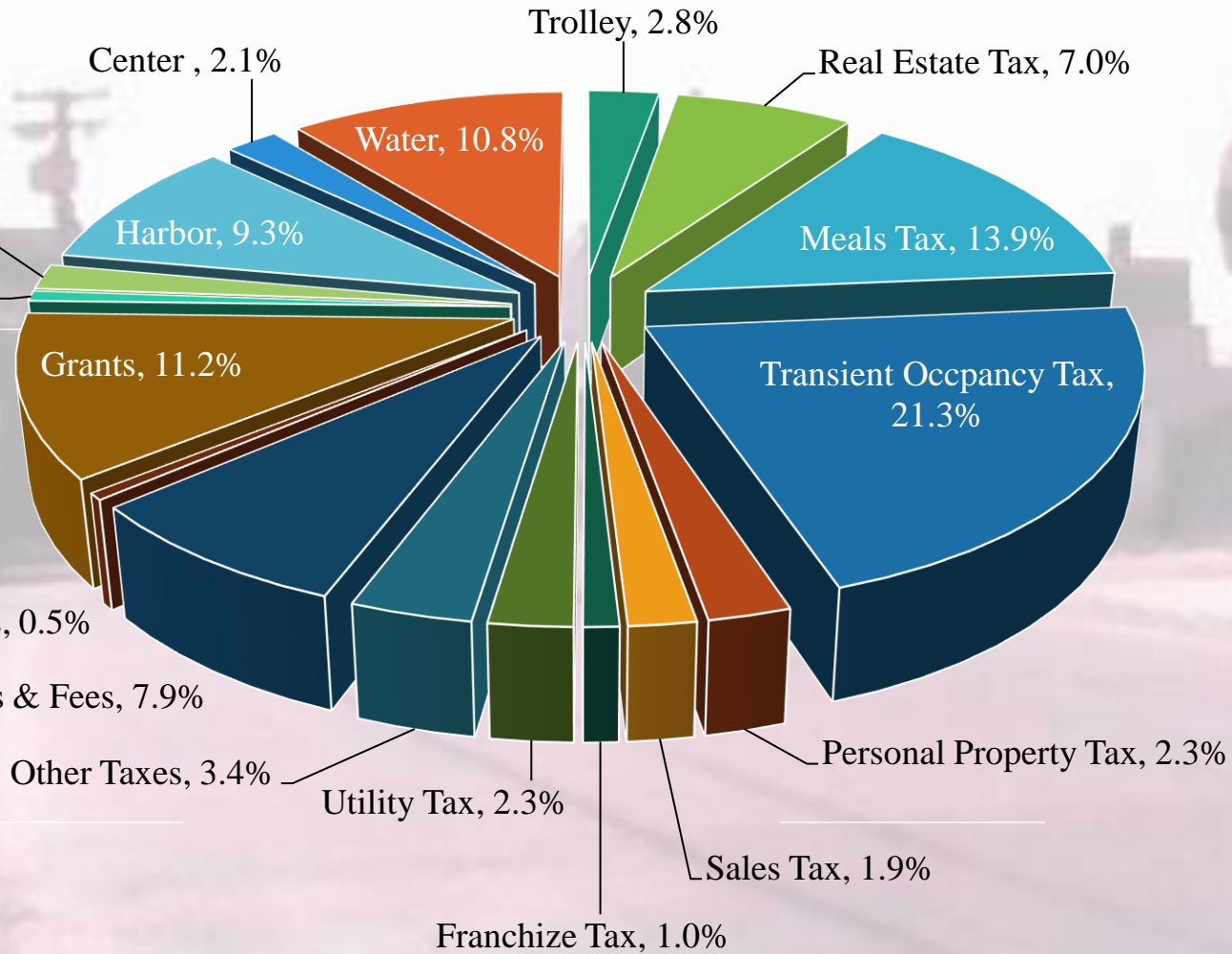
- *Pave Memorial Park*
- *Wastewater Collection System Engineering*
- *New Floating Dock – Robert Reed Park*
- *Replace Public Works Fuel Pumps*
- *Long Term Harbor Replacement Reserve*

The FY 24 Budget Summary

1. General Fund	\$7,563,652
<i>a. General Government</i>	\$2,469,519
<i>b. Emergency Services</i>	\$1,304,989
<i>c. Public Works</i>	\$1,302,870
<i>d. Mosquito Control</i>	\$ 138,241
<i>e. Roads</i>	\$ 705,160
<i>f. Police</i>	\$1,313,220
<i>g. Dispatch</i>	\$ 329,653
2. Harbor Fund	\$ 898,284
3. Trolley Fund	\$ 259,833
4. Water Fund	\$1,015,000
5. Center Fund	\$ 194,650
<u>Total FY2024 Proposed Budget</u>	<u>\$9,901,419</u>



Revenues



WATER
\$1,015,000

Real Estate Taxes
\$656,500

Meals Tax
\$1,300,000

Transient Occupancy Tax
\$2,000,000

Harbor
\$868,284

Grants
\$1,194,331

Revenue From Taxes \$4,426,500



Transient Occupancy Tax,
\$2,000,000

Meals Tax, \$1,300,000

Personal Property Tax,
\$215,000

Real Estate Tax, \$656,500

Sales Tax, \$175,000

Cigarette Tax, \$80,000

Expenditures

Water
\$1,015,000

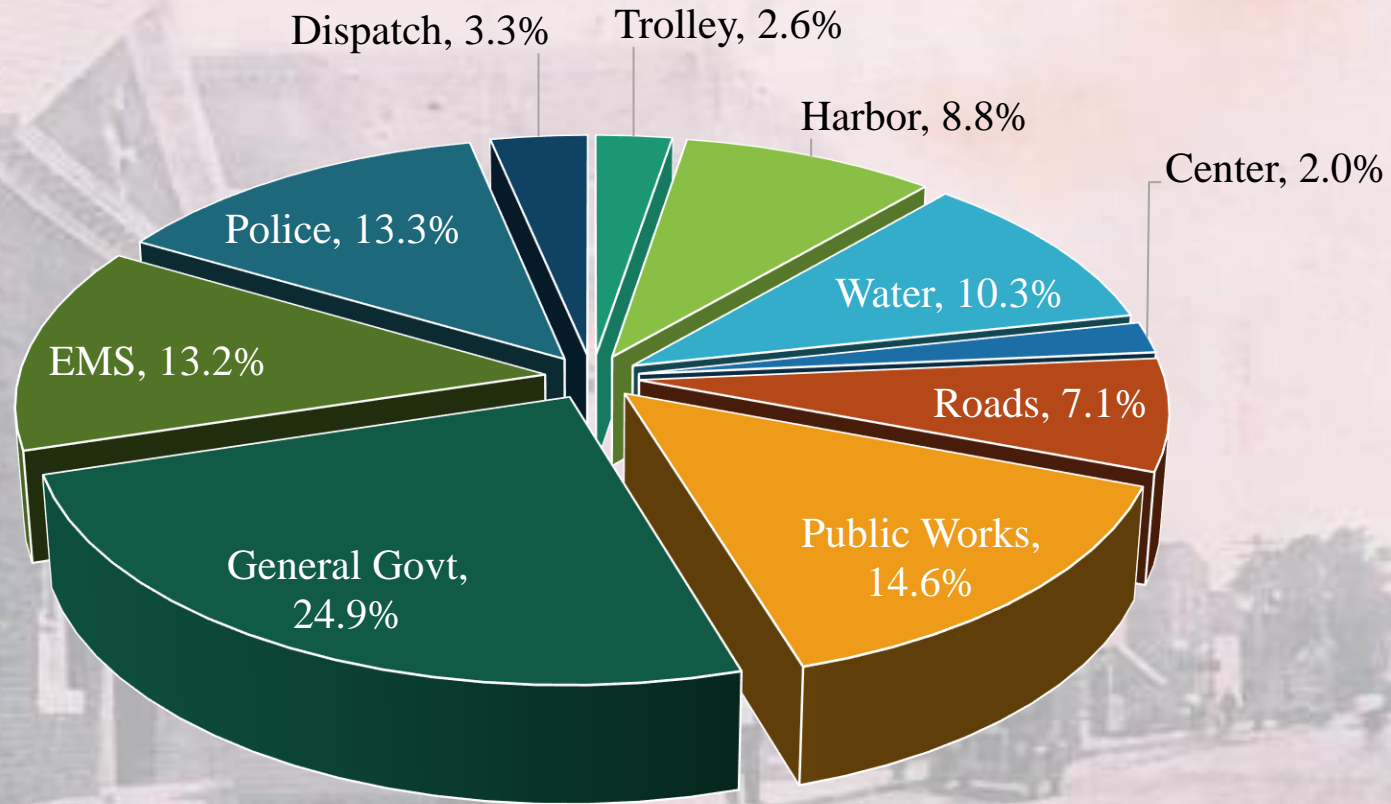
*General
Government*
\$2,469,519,

Harbor
\$868,284

EMS
\$1,304,989

Public Works
\$1,302,870

Police
\$1,313,320,



Town Wide Expenditures



Payroll, \$4,617,740

Operations, \$2,151,620

Purchased Services,
\$1,070,000

Capital Projects,
\$892,539

Reserves,
\$776,492

Tourism \$240,000

Debt Service,
\$153,028

General Fund

☐ General Government - \$2,469,519

☐ Police - \$1,313,220

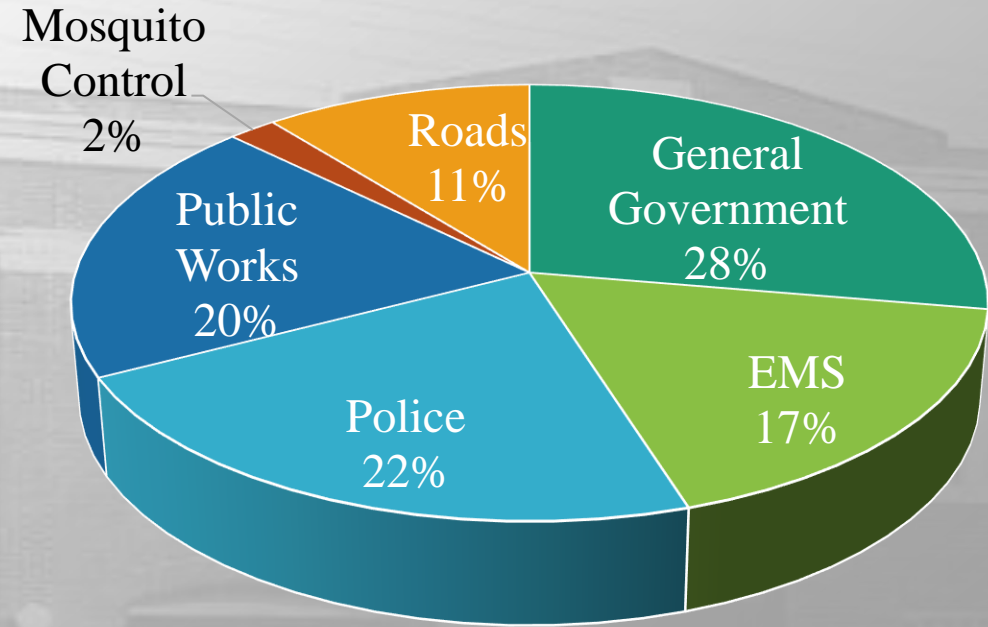
☐ Public Works - \$1,302,870

☐ EMS - \$1,304,989

☐ Roads - \$705,160

☐ Mosquito Control - \$138,241

Expenditures



Harbor Fund

☐ Capital Improvements -\$296,631

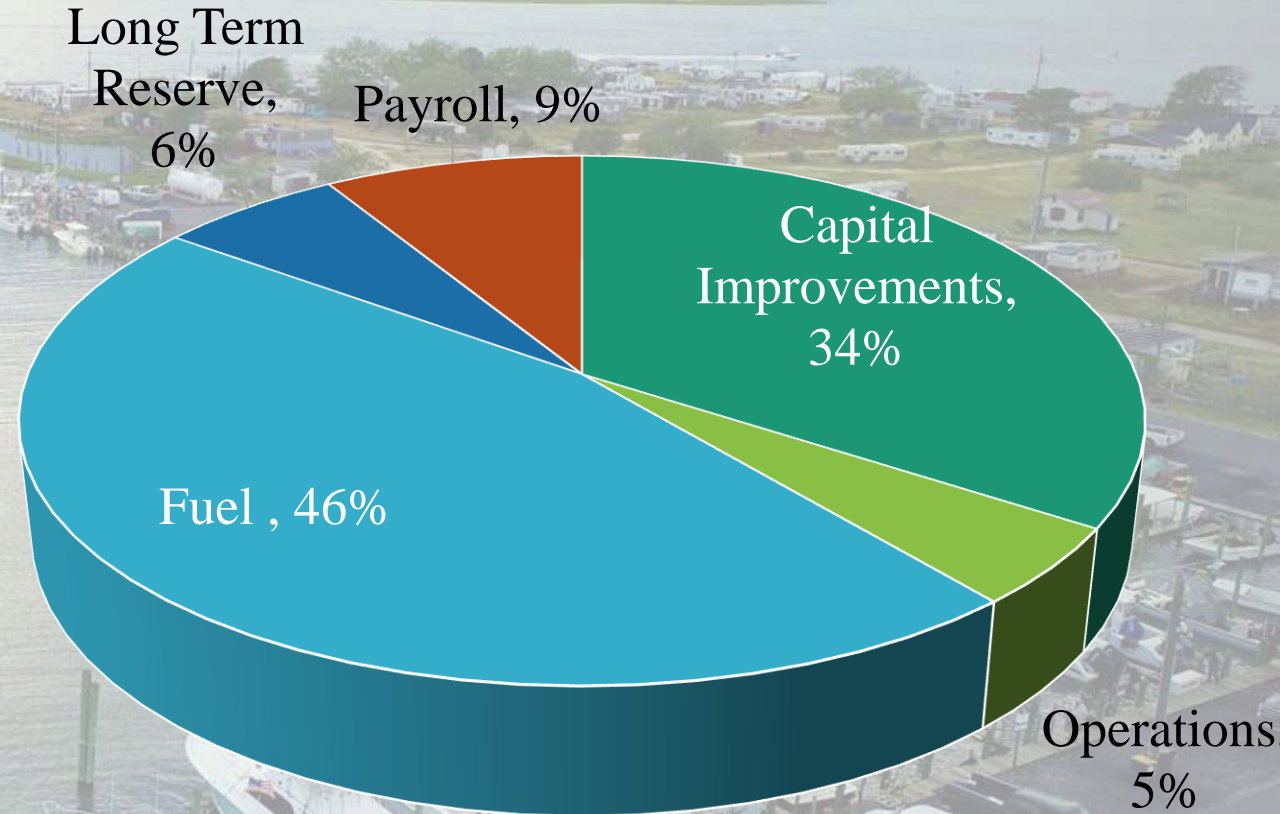
☐ Fuel - \$400,000

☐ Payroll - \$76,353

☐ Long Term Reserve - \$54,000

☐ Operations - \$40,500

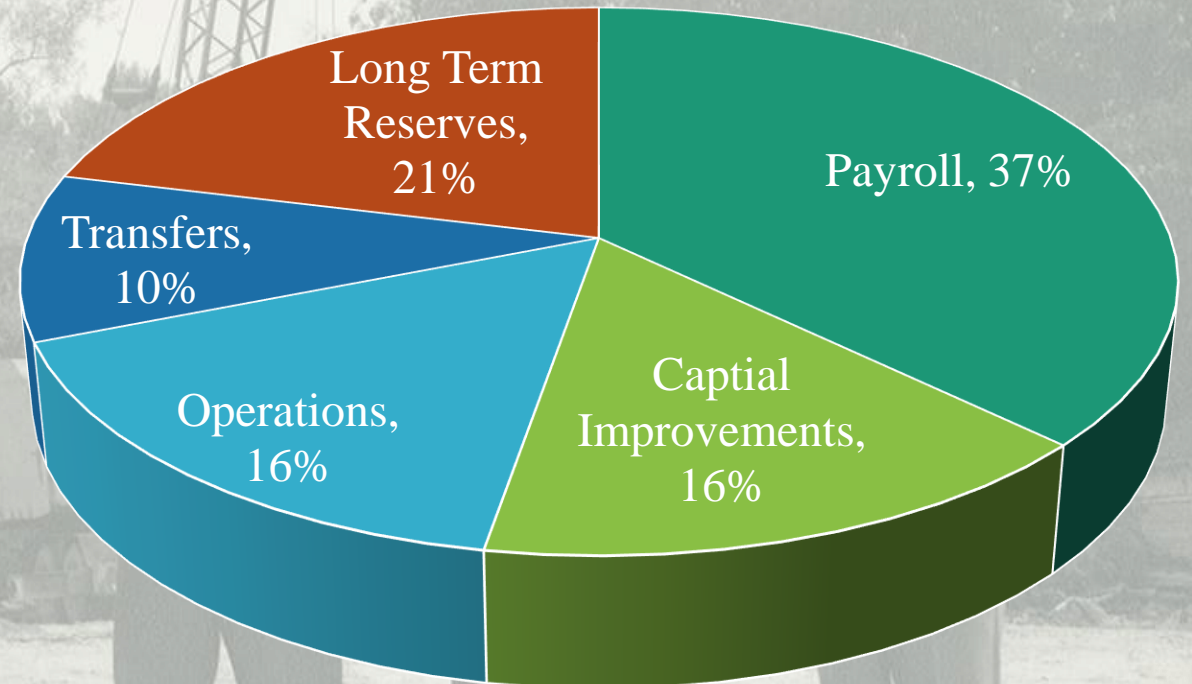
Expenditures



Water Fund

- ❑ Payroll - \$377,032
- ❑ Capital Improvement -\$158,028
- ❑ Long Term Reserves -\$214,790
- ❑ Transfers - \$100,000
- ❑ Operations - \$165,150

Expenditures



Regular Council Meeting
Held March 2, 1970

A motion was made by Reginald Birch, seconded by Russell Fish, and unanimously carried, for the Town to bill water bimonthly and the penalty for late payment to be changed from 25 cents to 50 cents. The date for this to go in effect will be decided at a later date.

Trolley Fund

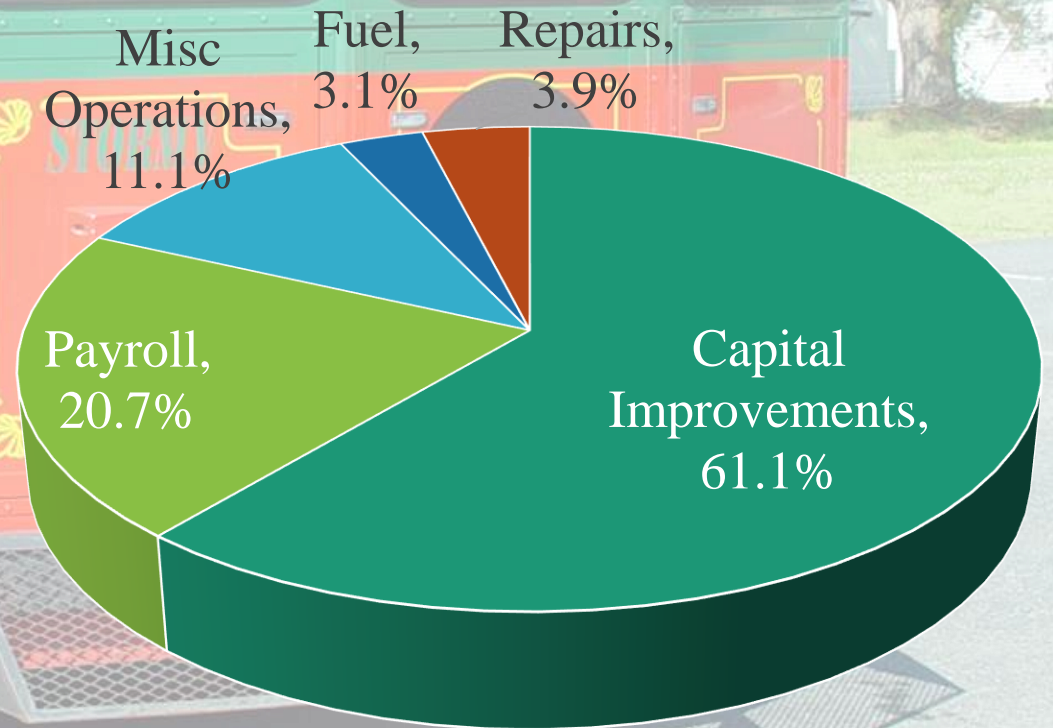
Expenditures

❑ Capital Improvements -\$158,880

❑ Payroll - \$53,803

❑ Operations - \$39,150

❑ Fuel -\$8,000



Center Fund

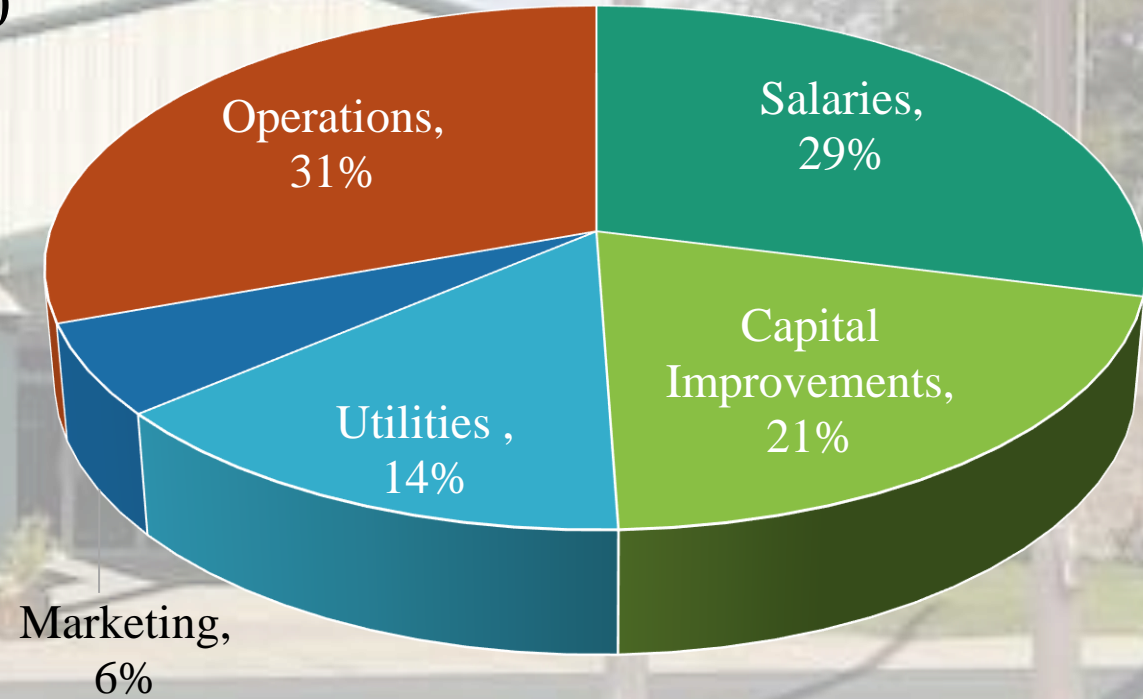
☐ Capital Improvements - \$40,000

☐ Payroll - \$56,448

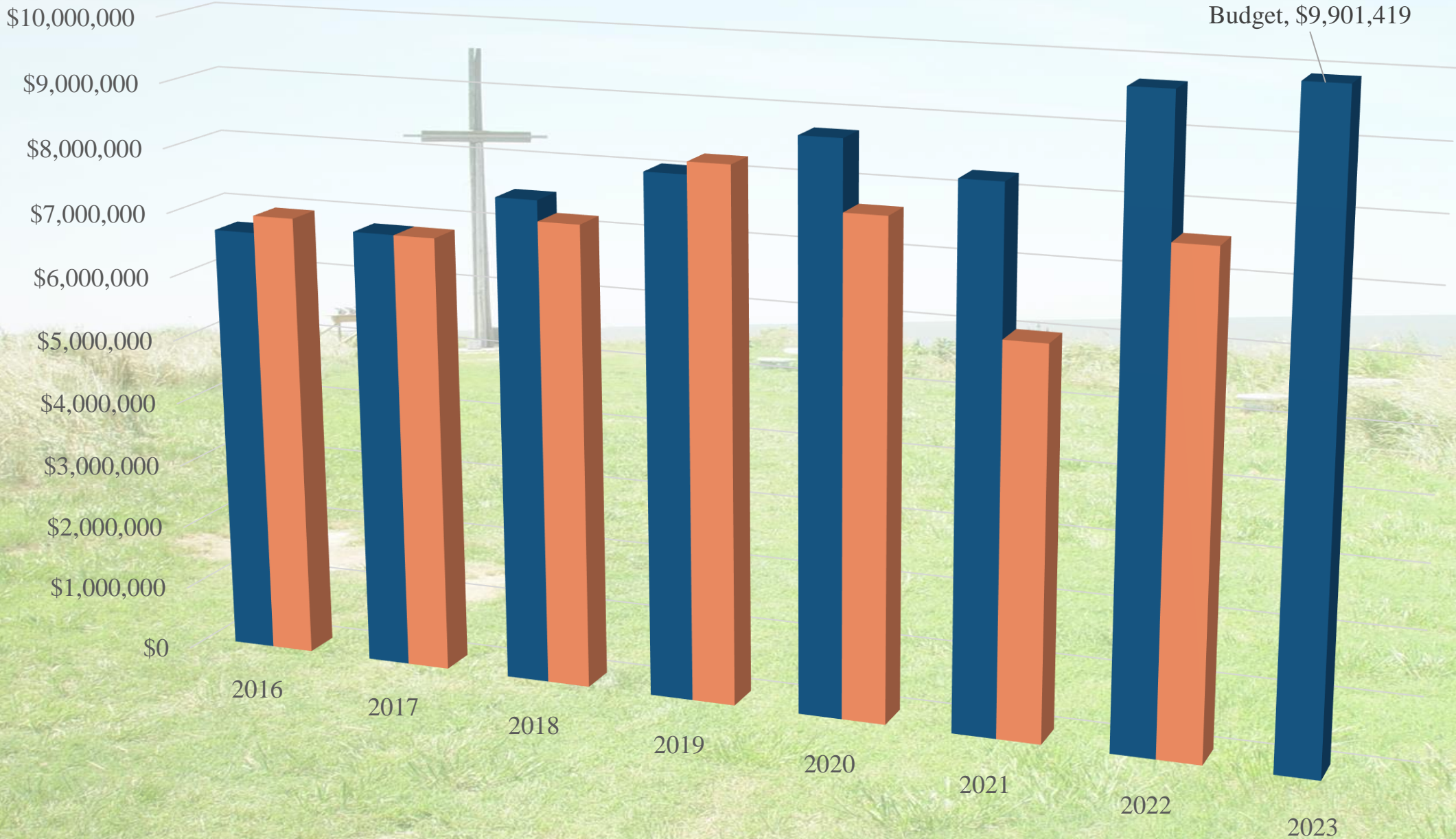
☐ Utilities - \$28,000

☐ Marketing - \$10,200

Expenditures

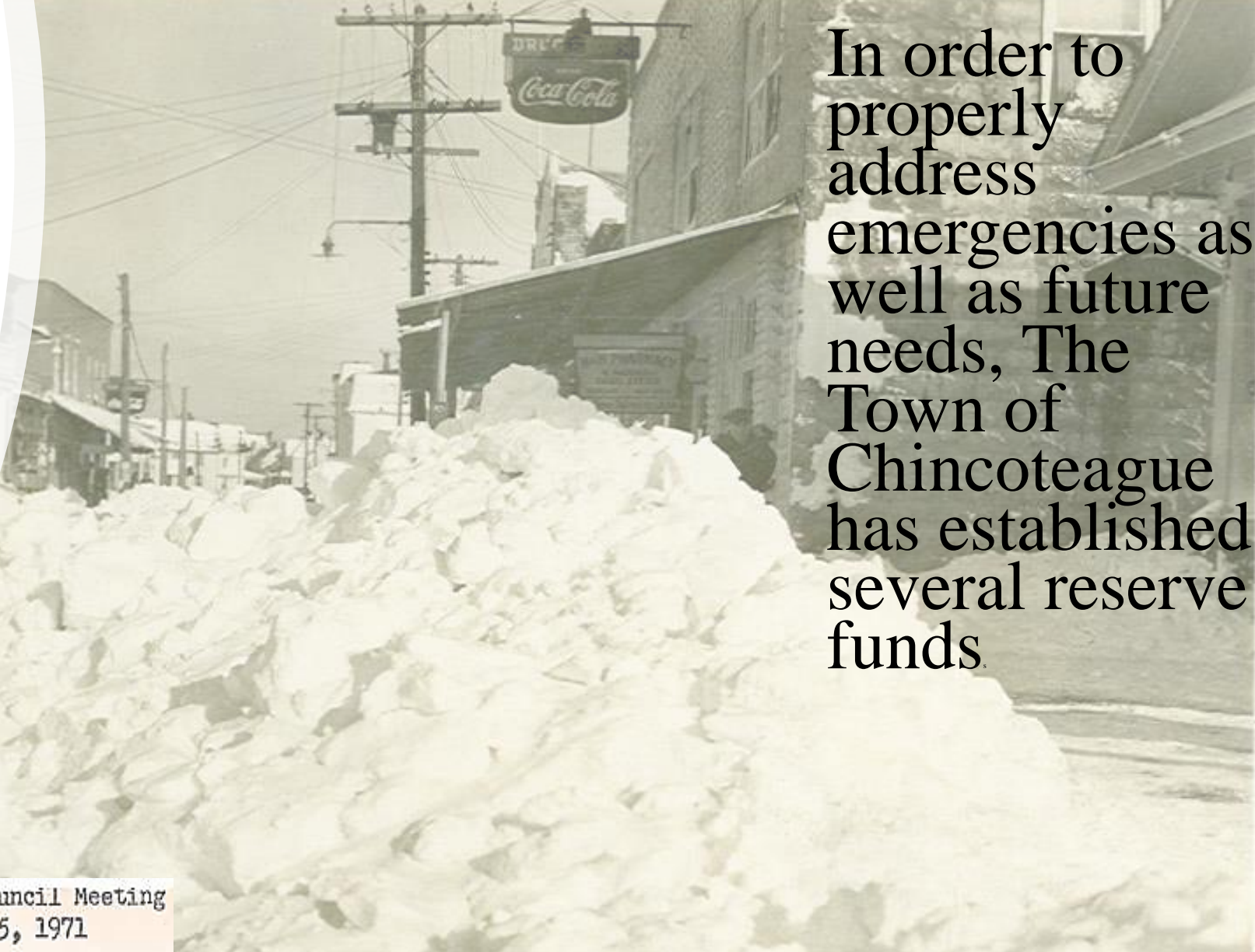


Budget Vs. Actual Performance



Reserve Commitment

In order to properly address emergencies as well as future needs, The Town of Chincoteague has established several reserve funds.



Regular Council Meeting
Held July 5, 1971

On a motion made by Alfred Johnson, seconded by Reginald Birch, and unanimously carried, effective August 10, 1971, the Town will cease pumping cesspools or septic tanks outside the Town limits.

Reserves and Long-Term Savings

	<u>LGIP</u>	<u>Long Term Savings</u>
Harbor	\$ 214,182	\$ 99,460
Water	\$ 510,845	\$ 292,146
General Fund Savings		
- General	\$5,632,752	\$1,295,578
- Drainage	\$ 243,234	\$ 0
- Boat Ramp	\$ 329,235	\$ 0
- Land Acquisition	\$ 193,600	\$ 0
- Playground Equipment	\$ 200,000	\$ 0
- Beach/Rec/Tourism	\$ 954,481	\$ 0
- Beach Access Committee	\$ 22,000	\$ 0
- Retiree Prescriptions	\$ 38,127	\$ 0
- Mosquito Control	\$ 119,104	\$ 44,999
- Mosquito Control Drainage	\$ 20,450	\$ 0
- Public Safety	\$ 0	\$ 825,620

Total General Fund Regular Council Meeting
Held December 6, 1971

Total All Reserve Accounts

Balances as of April 27, 2023

A motion was made by Vincent Tolbert, seconded by Alfred Johnson, and unanimously carried, to hold a public hearing on December 21, 1971, at 7:00 P.M., for the purpose of amending the Town Charter to permit the Town to levy a 2% transient occupancy tax on hotels, motels and boarding houses, and for the purpose of amending section 7-8-2 of the Zoning Ordinance.

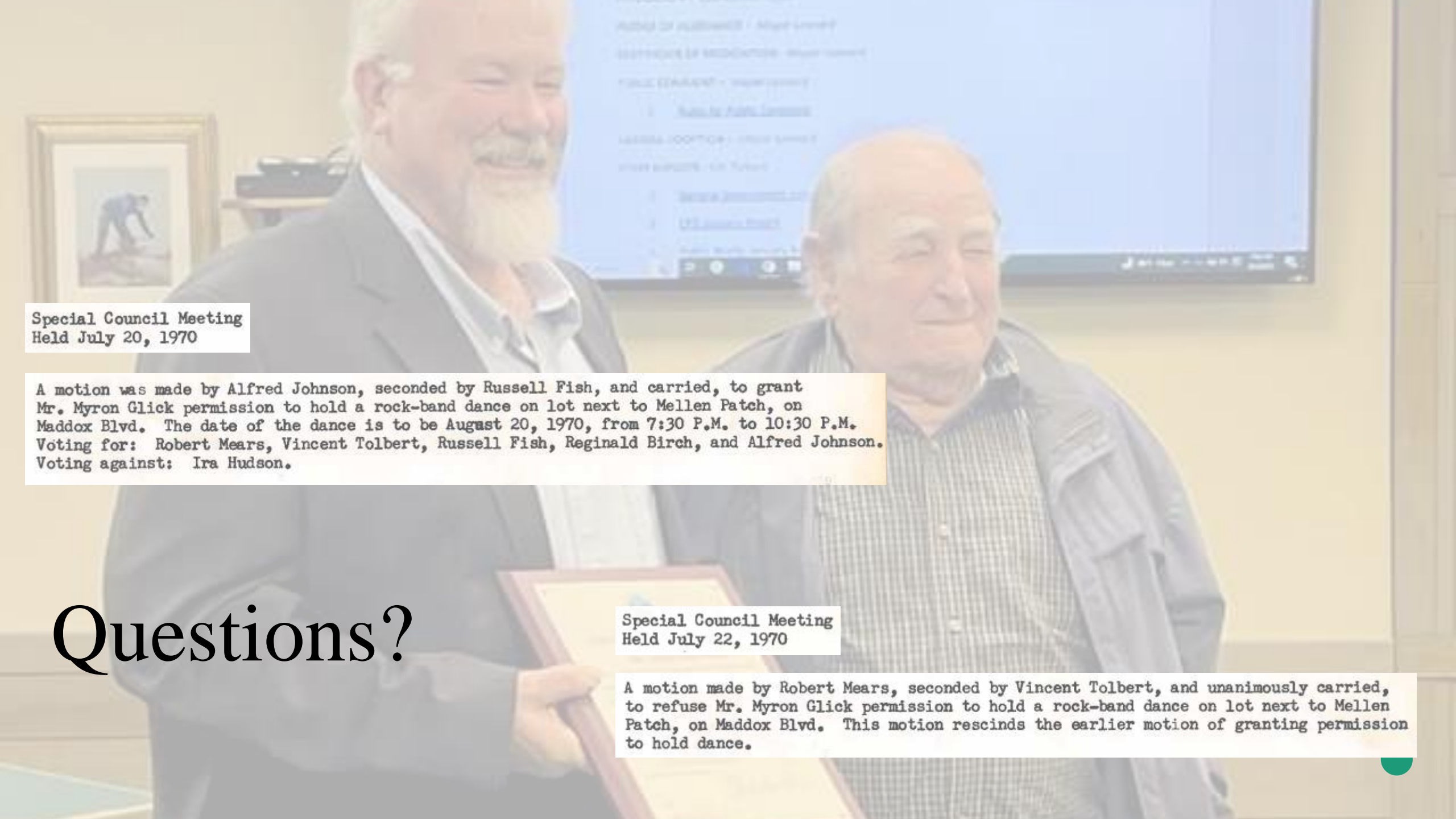
FY24 Capital Improvement Projects

1. **Pave Memorial Park \$75,000**
2. **Replace Public Works Fuel Pumps \$20,000**
3. **Bridge Tender House Restoration \$5,000**
4. **Waster Water Collection System Engineering \$50,000**
5. **Water Meter Bonds \$103,028**
6. **High Rise Lift Pump, Water Plant \$30,000**
7. **Harbor Long Term Replacement Reserve \$54,000**
8. **Long Term Harbor Replacement \$54,000**
9. **Construct New Floating Dock, Robert Reed Park \$191,434**

Regular Council Meeting
Held October 5, 1970

A motion was made by Alfred Johnson, seconded by Ira Hudson, and unanimously carried, authorizing the purchase of a gas heater for the Town jail.

U.S. POST OFFICE
CENTREDALE, IOWA 52531



Special Council Meeting
Held July 20, 1970

A motion was made by Alfred Johnson, seconded by Russell Fish, and carried, to grant Mr. Myron Glick permission to hold a rock-band dance on lot next to Mellen Patch, on Maddox Blvd. The date of the dance is to be August 20, 1970, from 7:30 P.M. to 10:30 P.M. Voting for: Robert Mears, Vincent Tolbert, Russell Fish, Reginald Birch, and Alfred Johnson. Voting against: Ira Hudson.

Questions?

Special Council Meeting
Held July 22, 1970

A motion made by Robert Mears, seconded by Vincent Tolbert, and unanimously carried, to refuse Mr. Myron Glick permission to hold a rock-band dance on lot next to Mellen Patch, on Maddox Blvd. This motion rescinds the earlier motion of granting permission to hold dance.