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# TOWN OF MONTREAT

## 2016 - 2017 BUDGET ORDINANCE

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**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF MONTREAT, NORTH CAROLINA:**

**Section 1.** The following amounts are hereby appropriated in the General Fund for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for this Town:

Governing Board	\$ 85,500
Administration	292,400
Public Buildings	140,300
Police	369,000
Planning and Zoning	84,200
Public Works	80,400
Street	695,000
Powell Bill	0
Sanitation	114,200
Recreation	18,000
<b>Total Expenditures</b>	<b>\$ 1,879,000</b>

**Section 2.** It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Advalorem Taxes - Current Year	\$ 953,400
Advalorem Taxes - Prior Years	500
DMV Taxes - Current Year	11,600
DMV Taxes - Prior Years	100
Payments in Lieu of Taxes	2,000
Tax Penalties and Interest	2,000
Building Permits	45,000
Utilities Franchise Tax	100,000
Beer and Wine Tax	3,000
Powell Bill	40,000
Interest on Powell Bill	200
Interest on Investments	2,000
Arrest Fees and Fines	200
Local Government Sales Tax	400,000
Solid Waste Disposal Tax	500
Contributions	2,000
Miscellaneous Revenues	1,000

Reimbursement – Texas Bridge	133,200
Public Safety Charges	3,000
Sale of Fixed Assets	1,000
Sanitation Fees	10,000
Community Service Fee	45,000
Fire Inspection Charges	500
Powell Bill Fund Balance Appropriated	0
Fund Balance Appropriated	122,800
<b>Total Revenues</b>	<b>\$1,879,000</b>

**Section 3.** The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore approved for the Town:

Water Fund	\$ 238,900
Debt Service	97,600
<b>Total Expenditures</b>	<b>\$ 336,500</b>

**Section 4.** It is estimated that the following Revenues will be available in the Water Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Water Sales	\$ 143,500
Water Access Fees	165,000
Water Taps	2,000
Water Transfer Fees	1,000
Late Fees	3,000
Interest Earned	500
MSD Billing and Postage	20,000
Billing Fees	1,000
Miscellaneous Revenue	500
Transfer from Retained Earnings	0
<b>Total Revenue</b>	<b>\$ 336,500</b>

**Section 5.** The Budget Officer/Finance Officer is hereby authorized to distribute department funds upon the line item budget and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.

**Section 6.** The Budget Officer/Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- A. He/she may transfer amounts between line items, expenditures and revenues, within a department without limitation and without a report being required.

- B. He/she may transfer amounts up to \$2,500 between departments within any one division, including contingency appropriations, within the same fund during any month. For the purpose of this ordinance, the Town of Montreat has the following divisions: Public Works (Streets and Sanitation), Police, Governing Body, Administration, Public Buildings, Planning and Zoning, and Recreation. The Budget Officer/Finance Officer must make an official report on such transfers at the next regular meeting of the Governing Board. Transfers between divisions would require action of the Governing Board.
- C. He/she may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

- Section 7.** There is hereby levied a tax at the rate of forty one cents (0.41) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2015 for the purpose of raising the revenue listed as "Taxes Ad Valorem - Current Year" in the General Fund in Section 2 of this Ordinance. This rate is based upon an estimated total valuation of \$ 235,977,058.00 and an estimated rate of collection of 99.75%. The estimated rate of collection is based on the fiscal year 2014-2015 collection rate of 99.79%.
- Section 8.** The Town of Montreat Fee Schedule, FY 2016-2017, as attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on July 1, 2016.
- Section 9.** Copies of the Budget Ordinance shall be furnished to the Mayor, to the Board of Commissioners and to the Clerk of the Town to be kept on file for their direction in the disbursement of funds.

**ADOPTED AND APPROVED THIS, THE 23rd DAY OF JUNE, 2016**

  
TIM HELMS  
MAYOR

**ATTEST:**

  
ANGIE MURPHY  
TOWN CLERK



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# FISCAL YEAR 2016-2017 FEE SCHEDULE

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## Town of Montreat Fiscal Year 2016-2017 Fee Schedule

### Administration

#### Taxes

Property Tax Rate: \$0.41/\$100 of Assessed Valuation

#### Miscellaneous

Copies (B&W)	\$0.10 per page
Copies (Color)	\$0.25 per page
Faxes Sent	\$1.00 per page
Faxes Received	\$0.10 per page
Documents	Actual Cost
Returned Check Fee	\$25.00 (per event)

#### Privilege Licenses

Repealed March 8, 2007

### Water Rates

#### Residential

Water Access Fee	\$14.35
Water Rate (per 1,000 gallons)	\$4.95
Meter Set	\$50.00
Meter Tap	\$900.00

#### Institutional

Water Access Fee – 1" Line	\$92.25
Water Access Fee – 2" Line	\$225.50
Water Rate (per 1,000 gals)	\$4.95
Meter Set	\$50.00
Meter Tap	\$1,500.00

#### Other Fees

Reconnection Fee	\$100.00
Water Service Transfer Fee	\$25.00
Late Fee	5% per month on past due balances

#### Sewer Rates

Determined by the  
Metropolitan Sewerage District Fee Schedule



## Building Permits and Inspection Fees

### Non-Residential Permits

New Construction or Renovation (up to \$1,000,000 in Valuation)	\$300.00; or \$10.00 per \$1,000.00 gross construction value, whichever is greater
New Construction or Renovation (over \$1,000,000 in Valuation)	0.30% of each additional \$1,000,000 or value or portion thereof
Engineering Services Review Fee	\$75.00 per hour

### Non-Residential Electrical, Mechanical & Plumbing Inspection Fees

Per Inspection, Per Trade Discipline	\$100.00
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### Other (Non-Residential)

Modular Offices	\$250.00
Day Care Centers	\$80.00 per trade discipline
ABC License	\$80.00 per trade discipline
Certificate of Occupancy	\$150.00

### Residential Construction Permits (New)

Site-Built Homes	Fees based on Estimated Construction Cost x 0.006
Covered Heated Areas	\$132.00 per sq. ft.
Covered Unheated Areas	\$60.00 per sq. ft.
Porches, Decks, Patios, etc.	\$44.00 per sq. ft.
Concrete Slabs, Walks, Drives, etc.	\$4.00 per sq. ft.
Manufactured Homes	\$88.00 per sq. ft.

### Residential Construction Permits (Remodel or Renovation)

\$0 - \$999.99	\$30.00
\$1,000 - \$1,999.99	\$40.00
\$2,000 - \$4,999.99	\$50.00
\$5,000 or more	Actual Cost of Construction x 0.006 Or \$50.00 whichever is greater

### Residential Electrical, Mechanical & Plumbing Inspection Fees

Per Inspection, Per Trade Discipline	\$100.00
Mechanical Appliance Change Out	\$100.00
LP Gas Piping/System (per inspection required)	\$75.00

### Residential Certificate of Occupancy Fee

\$60.00

### Miscellaneous Inspection & Administration Fees

Demolition Permit	\$100.00
Driveway Permit	\$100.00
Fire Inspection	\$100.00
Grading Permit	\$150.00
Homeowners Recovery Fee	\$10.00
Re-Inspection Fee	\$100.00
Residential Retaining Walls (<48" unbalanced backfill)	\$100.00

Engineered Retaining Walls (>48" unbalanced backfill or commercial projects)	\$300.00 Minimum Fee or 0.006 x Project Cost (including design work), whichever is greater
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<b><u>Work Performed Without Building and Zoning Permits</u></b>	Double Permit Fee
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**Right-of-Way Cut Permit Fees**

Minimum	\$50.00 < 25 square feet.
Normal Fee	\$2.00 per square foot
Maximum	\$2,500.00
Full Width Overlay (Master Permit – must be requested at time of cut application)	\$50.00
Street/Sidewalk/Dirt Cut Permit Length	10 working days (excluding weather delays)
Additional Re-Inspections	\$50.00 each
Additional Re-Inspections for Warranty Work	\$50.00 each

**Penalties/Fines**

Failure to obtain permit	\$50.00 per day
Exceeding time (past 10 working days)	\$50.00 per day

**Miscellaneous**

30-Day Extensions (must be requested prior to permit expiration)	No Charge
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**Planning/Zoning**

**Board of Adjustment Fees**

Appeals or Interpretations	\$50.00
Rezoning Requests	\$200.00
Variance Applications	\$350.00
Zoning Ordinance Amendment Applications	\$50.00

**Permit Fees**

Zoning Permit	\$35.00
Conditional Use Permit	\$300.00

**Subdivision Plat Review Fees**

Minor Subdivision	\$50.00
Major Subdivision	\$100.00

**Sign Permit Fees**

Free-Standing Signs	\$25.00
Wall Signs	\$20.00
Projection Signs	\$20.00
Suspended Signs	\$10.00
Home Occupation Signs	\$10.00

**Other Permits**

Wireless Communications Facility - Plan Review Fee	\$500.00
Wireless Communications Facility - Intermodulation Study	\$500.00
Stormwater Permit	\$400 per acre, or portion thereof, for total disturbed acreage equal to or exceeding 12,000 square feet. Below 12,000 square feet disturbed area, a \$100 flat rate shall be applied to all development and qualified redevelopment requiring a permit as described in the Stormwater Management Ordinance
Base Application Fee for Development in a Special Flood Hazard Area (SFHA)	\$100.00
Fire Permits (Operational or Construction)	\$25.00

**Sanitation**

Back Door Collection – Three Months	\$95.00
Back Door Collection - Annual	\$175.00
Special Pick Up	\$25.00 minimum
ETJ Collection Rate	\$300.00 annually
Mattress Disposal Fee	\$5 per item
Leaf Collection Fee (outside normal collection period)	\$25.00
Brush/ Yard Waste Collection Fee (over 3 cubic yards)	\$25.00 per each additional 3 cubic yards
Town Seal Imprinted Bags (Blue and Green)	\$1.00 per bag

**Police Department**

**Parking Fines**

Overtime Parking	\$2.00
Illegal Parking	\$5.00
Handicap Parking (Unauthorized)	\$25.00
Late Fee for Parking Fines	Additional \$10.00 if not paid within 15 days
Immobilization Fees	\$20.00

**Town Ordinance Violation Fees**

First Offense	Verbal Warning
Second Offense	\$250.00
Third and Subsequent Offenses	\$500.00

**Life Safety Code Violations**

\$100.00

**Non-Conforming Sign Violations**

\$50.00 if not removed within 15 days

**All fees are subject to change at any time with approval by the Board of Commissioners.**

