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# TOWN OF MONTREAT

## 2020 - 2021 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, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore established for this Town:

Governing Board	\$53,562
Administration	\$455,166
Public Buildings	\$195,737
Police	\$443,873
Planning and Zoning	\$76,310
Public Works	\$108,404
Streets and Powell Bill	\$296,939
Sanitation	\$122,982
Recreation	\$22,100
<b>Total Expenditures</b>	<b>\$1,775,072</b>

**Section 2.** It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Taxes, Ad Valorem - Prior	0
Taxes, Ad Valorem - Current	1,030,611
Penalties and Interest	0
NC Sales & Use Tax	375,900
Taxes, Personal	18,425
NC Franchise Tax	95,400
Beer & Wine Tax	3,650
Solid Waste Disposal Tax	672
Contributions	1,200
Contributions-Landcare	250
Community Service Fee	21,373
Interest on Investments	2,280
Interest on Powell Bill	20
Miscellaneous Revenues	0
Sale of Fixed Assets	3,000
Fund Balance Appropriated	135,308
Transfer to Water Fund	0
Proceeds from Debt Service	0
Public Safety Charges	3,372
Arrest Fees and Fines	100
Fire Inspection Fees	2,000

Building Permits	40,000
Zoning Permits	800
Sanitation Fees	3,360
Special Pick Up	1,130
Back Door Pickup	1,380
PATY	1,200
Powell Bill Grant	33,642
Cash Over/Cash Short	0
Powell Bill Fund Balance App.	0

**Total Revenues** **\$1,775,072**

**Section 3.** The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore approved for the Town:

Water Fund	\$311,250
<b>Total Expenditures</b>	<b>\$311,250</b>

**Section 4.** It is estimated that the following Revenues will be available in the Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

MSD Billing Fees Revenue	<b>19,500</b>
Water Sales	<b>108,480</b>
Water Access Fees	<b>152,000</b>
Billing Fee Revenue	<b>1,100</b>
Water Taps	<b>950</b>
Water Transfer Fees	<b>200</b>
Special Assesment	<b>27,790</b>
Interest on Investments	<b>230</b>
Miscellaneous Revenue	<b>0</b>
Late Fees	<b>1,000</b>
Interfund Transfer from General	<b>0</b>
Fund Balance Appropriated	<b>0</b>
<b>Total Revenue</b>	<b>\$311,250</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 three cents (0.43) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2020 for the purpose of raising the revenue listed as "Taxes Ad Valorem - Current Year" in the General Fund in Section 2 of this Ordinance. The estimated rate of collection is 97.5%, lower than the fiscal year 2018-2019 collection rate of 99.98%.

**Section 8.** The Town of Montreat Fee Schedule, FY 2020-2021, as attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on July 1, 2020.

**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 12th DAY OF JUNE, 2020**

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**KENT OTTO  
MAYOR PRO TEM**

**ATTEST:**

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**ANGIE MURPHY**

**TOWN CLERK**

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**FISCAL YEAR 2020-2021 FEE SCHEDULE**

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**Town of Montreat  
Fiscal Year 2020-2021  
Fee Schedule**

**Administration**

**Taxes**

Property Tax Rate: \$0.43/\$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	Per Town of Black Mountain Fee Schedule
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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**Work Performed Without Building and Zoning Permits** Double Permit Fee

**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
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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 \$30.00

Handicap Parking (Unauthorized) \$75.00

Late Fee for Parking Fines Additional \$10.00 if not paid within 15 days

Immobilization Fees \$50.00

**Town Ordinance Violation Fees**

First Offense	Verbal Warning
Second Offense	\$250.00
Third and Subsequent Offenses	\$500.00
<b><u>Life Safety Code Violations</u></b>	\$100.00
<b><u>Non-Conforming Sign Violations</u></b>	\$50.00 if not removed within 15 days

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