TOWN OF MONTREAT
2022-2023 BUDGET ORDINANCE

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, 2022 and ending June 30, 2023 in accordance with the chart of accounts heretofore established for this Town:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governing Board</td>
<td>$45,572</td>
</tr>
<tr>
<td>Administration</td>
<td>$471,922</td>
</tr>
<tr>
<td>Public Buildings</td>
<td>$120,862</td>
</tr>
<tr>
<td>Police</td>
<td>$439,974</td>
</tr>
<tr>
<td>Planning and Zoning</td>
<td>$94,600</td>
</tr>
<tr>
<td>Public Works</td>
<td>$117,593</td>
</tr>
<tr>
<td>Streets and Powell Bill</td>
<td>$624,083</td>
</tr>
<tr>
<td>Sanitation</td>
<td>$136,900</td>
</tr>
<tr>
<td>Recreation</td>
<td>$23,050</td>
</tr>
</tbody>
</table>

**Total Expenditures** $2,074,556

Section 2. It is estimated that the following revenues will be available to the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes, Ad Valorem – Prior</td>
<td>$0</td>
</tr>
<tr>
<td>Taxes, Ad Valorem – Current</td>
<td>$1,210,000</td>
</tr>
<tr>
<td>Penalties and Interest</td>
<td>$0</td>
</tr>
<tr>
<td>NC Sales &amp; Use Tax</td>
<td>$434,100</td>
</tr>
<tr>
<td>Taxes, Personal</td>
<td>$23,700</td>
</tr>
<tr>
<td>NC Franchise Tax</td>
<td>$85,000</td>
</tr>
<tr>
<td>Beer &amp; Wine Tax</td>
<td>$3,650</td>
</tr>
<tr>
<td>Solid Waste Disposal Tax</td>
<td>$650</td>
</tr>
<tr>
<td>Contributions</td>
<td>$1,200</td>
</tr>
<tr>
<td>Contributions-Landcare</td>
<td>$235</td>
</tr>
<tr>
<td>Community Service Fee</td>
<td>$35,000</td>
</tr>
<tr>
<td>Interest on Investments</td>
<td>$385</td>
</tr>
<tr>
<td>Interest on Powell Bill</td>
<td>$36</td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>$0</td>
</tr>
<tr>
<td>Sale of Fixed Assets</td>
<td>$0</td>
</tr>
<tr>
<td>Fund Balance Appropriated</td>
<td>$0</td>
</tr>
<tr>
<td>Transfer to Water Fund</td>
<td>$0</td>
</tr>
<tr>
<td>Proceeds from Debt Service</td>
<td>$0</td>
</tr>
<tr>
<td>Public Safety Charges</td>
<td>$3,300</td>
</tr>
<tr>
<td>Arrest Fees and Fines</td>
<td>$0</td>
</tr>
<tr>
<td>Fire Inspection Fees</td>
<td>$0</td>
</tr>
</tbody>
</table>
Building Permits $45,000
Zoning Permits $3,000
Sanitation Fees $6,300
Special Pick Up $1,000
Back Door Pickup $2,000
PATY $1,000
Powell Bill Grant $45,000
Cash Over/Cash Short $0
Powell Bill Fund Balance App. $174,000

Total Revenues $2,074,556

Section 3. The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023, in accordance with the chart of accounts heretofore approved for the Town:

Water Fund $359,734

Total Expenditures $359,734

Section 4. It is estimated that the following Revenues will be available in the Water Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

MSD Billing Fees Revenue $20,250
Water Sales $140,400
Water Access Fees $168,000
Billing Fee Revenue $1,000
Water Taps $0
Water Transfer Fees $750
Special Assessment $26,500
Interest on Investments $34
Miscellaneous Revenue $0
Late Fees $2,800
Interfund Transfer from General $0
Fund Balance Appropriated $0

Total Revenue $359,734

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, 2022 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 99%.

Section 8. The Town of Montreat Fee Schedule, FY 2022-2023, as attached, is hereby incorporated into this annual budget ordinance, and such fees shall become effective on July 1, 2022.

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 __th __DAY OF JUNE, 2022

TIM HELMS
MAYOR

ATTEST:

ANGIE MURPHY
TOWN CLERK
# FISCAL YEAR 2022-2023 FEE SCHEDULE

## Town of Montreat
### Fiscal Year 2022-2023
#### Fee Schedule

### Administration

**Taxes**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Tax Rate:</td>
<td>$0.43/$100 of Assessed Valuation</td>
</tr>
</tbody>
</table>

**Miscellaneous**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copies (B&amp;W)</td>
<td>$0.10 per page</td>
</tr>
<tr>
<td>Copies (Color)</td>
<td>$0.25 per page</td>
</tr>
<tr>
<td>Faxes Sent</td>
<td>$1.00 per page</td>
</tr>
<tr>
<td>Faxes Received</td>
<td>$0.10 per page</td>
</tr>
<tr>
<td>Documents</td>
<td>Actual Cost</td>
</tr>
<tr>
<td>Returned Check Fee</td>
<td>$25.00 (per event)</td>
</tr>
</tbody>
</table>

**Privilege Licenses**

Repealed March 8, 2007

### Water Rates

#### Residential

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Access Fee</td>
<td>$225.50</td>
</tr>
<tr>
<td>Water Rate (per 1,000 gallons)- inside Town limits</td>
<td>$92.25</td>
</tr>
<tr>
<td>Water Rate (per 1,000 gallons)- outside Town limits</td>
<td>$4.95</td>
</tr>
<tr>
<td>Meter Set</td>
<td>$50.00</td>
</tr>
<tr>
<td>Meter Tap</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

#### Institutional

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Access Fee – 1” Line</td>
<td>$4.95</td>
</tr>
<tr>
<td>Water Access Fee – 2” Line</td>
<td>$4.95</td>
</tr>
<tr>
<td>Water Rate (per 1,000 gals)</td>
<td>$4.95</td>
</tr>
<tr>
<td>Meter Set</td>
<td>$50.00</td>
</tr>
<tr>
<td>Meter Tap</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

### Other Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reconnection Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Water Service Transfer Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>Late Fee</td>
<td>5% per month on past due balances</td>
</tr>
</tbody>
</table>

### 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)**: 0.3% 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

#### 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

**Work Performed Without Building and Zoning Permits**

**Right-of-Way Cut Permit Fees**

- Minimum
- Normal Fee
- Maximum
  - Full Width Overlay (Master Permit – must be requested at time of cut application)
  - Street/Sidewalk/Dirt Cut Permit Length
  - Additional Re-Inspections
  - Additional Re-Inspections for Warranty Work

$50.00 $2.00 per square foot
$50.00
$2,500.00

**Penalties/Fines**

- Failure to obtain permit
- Exceeding time (past 10 working days)

$50.00 per day
$50.00 per day

**Miscellaneous**

- 30-Day Extensions (must be requested prior to permit expiration)

No Charge

**Planning/Zoning**

**Board of Adjustment Fees**

- Appeals or Interpretations
- Rezoning Requests
- Variance Applications
- Zoning Ordinance Amendment Applications

$50.00
$200.00
$350.00
$50.00

**Permit Fees**

- Zoning Permit
- Conditional Use Permit

$35.00
$300.00

**Subdivision Plat Review Fees**

- Minor Subdivision
- Major Subdivision

$50.00
$100.00

**Sign Permit Fees**

- Free-Standing Signs
- Wall Signs
- Projection Signs
- Suspended Signs

$25.00
$20.00
$20.00
$10.00
Home Occupation Signs

Other Permits

Wireless Communications Facility - Plan Review Fee $500.00
Wireless Communications Facility - Intermodulation Study $500.00
Stormwater Permit

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 $47.50
Back Door Collection - Annual $131.25
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

Life Safety Code Violations

Non-Conforming Sign Violations $100.00

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