

Ordinance 16-12
Town of Holden Beach Fiscal Year 2016/2017 Budget Ordinance

An Ordinance to appropriate revenues and authorize expenses for the Fiscal Year beginning 1 July 2016 and ending 30 June 2017. BE IT ORDAINED by the Board of Commissioners of the Town of Holden Beach North Carolina that revenues, expenses, certain fees and assessments for the Fiscal Year 2016/2017 are authorized as set out below:

PART I. General Fund

GENERAL FUND REVENUES

CREDIT CARD SITE FEE GENERAL	950
AD VAL TAXES - CURRENT	2,571,684
AD VAL TAXES - PRIOR	42,767
VEHICLE TAXES	17,838
PNLTY & INT - AD VAL TAX	21,619
VEHICLE STICKERS	500
TAX PMTS TO BE REFUNDED	100
MISCELLANEOUS	5,000
SIDEWALK DEPOSIT	500
HOUSE MOVING SECURITY DEP	100
BRIDGE FEE	100
PLUMBING SCREEN SALES	250
BLUE CAN HOME RECYCLING	10,750
DONATIONS	500
CHRISTMAS DECORATIONS	500
UTILITIES FRANCHISE TAX	159,346
SALES ON TELECOMM-UTIL FR	9,769
SALES TAX ON VIDEO PROGRM	37,121
BEER &/OR WINE TAX	2,600
POWELL BILL	34,714
LOCAL SALES & USE TAX	143,366
CAMA CONTRACT	3,300
COURT COSTS	200
PARKING VIOLATIONS	100
ORDINANCE VIOLATIONS	1,500
Mosquito Contract	1,250
BUILDING PERMITS	156,328
CAMA PERMITS	6,000

ZONING FEES	12,172
ELECTRICAL INSPECTION	34,217
MECHANICAL INSPECTION	48,250
PLUMBING INSPECTIONS	10,500
ADMINISTRATIVE FEE-INSP	600
HOMEOWNERS RECOVERY FUND	1,000
REINSPECTION FEE	250
SALES TAX REFUND	7,500
DEMOLISH PERMIT	750
SALE OF MATERIALS	500
SALE OF TOWN FLAGS	100
SALE OF FIXED ASSETS	5,000
TRANSFER FROM WATER/SEWER	120,000
Transfers from SRF Canal Dredging	42,411
Total for Revenue	3,512,002

The following Building, Zoning and Subdivision Permit Fees are hereby established effective 1 July 2016 and are appended accordingly as if by resolution to the existing Town fee schedule.

Mechanical Permit	\$75 rough In
	\$75 final
	\$75 per unit on change outs
Plumbing Permit	\$75 slab
	\$75 rough in
	\$75 final
Electrical Permit	\$75 t-pole
	\$75 rough in
	\$75 final
Building Permit (Residential and Commercial)	.009 multiplied by the construction cost
Minimum Residential Building Permit	\$65
Additional Trip	\$75
Bulk head Permit	\$1.50 per linear foot; minimum \$65
House Moving Permit	\$75 – Moved outside jurisdiction
Demolition Permit	\$75
Zoning Permit	\$50
Sign Permit	\$65

Expenses:

Governing Body

SALARIES - MAYOR AND COMMISSIONERS	7,800
PROFESSIONAL SERVICES	48,000
GOVERNING BODY - FICA	597
COMMUNICATIONS	6,600
PUBLIC RELATIONS	1,500
COMMUNITY EVENTS	1,500
TRAVEL	2,000
AB-TRAVEL & TRAINING	2,000
HURRICANE PREPARATION	2,100
DECORATIONS	500
ADVERTISING	750
AB-ADVERTISING MEETINGS	500
HOLDEN BEACH FLAG	500
AB-SUPPLIES & MATERIALS	1,500
OPERATIONAL CONTINGENCIES	5,000
NEW TOWN HALL DEBT SERVICE	285,514
NEW EOC DEBT SERVICE	93,335
New Town Hall Ops, Maint and Repair	48,836
New EOC Ops, Maint and Repair	10,000
CONTRIBUTIONS	14,750
TRANSFER TO BPART FUND	835,344
Total	1,368,626

Administration

SALARIES	289,449
SALARIES - OVERTIME	3,500
FICA	22,143
GROUP INSURANCE	56,602
RETIREMENT	20,985
401K EMPLOYERS MATCH	13,019
COMMUNICATIONS	48,000
TRAVEL & TRAINING	8,000
M & R - EQUIPMENT	3,500

ADVERTISING	1,000
DEPT SUPPLIES & MATERIALS	5,500
UNIFORMS	1,200
REWARDS AND WELLNESS PRGR	2,000
SAFETY PROGRAMS ALL DEPTS	1,500
CONTRACTED SERVICES	18,000
DUES & SUBSCRIPTIONS	4,000
INSURANCE & BONDS	75,800
EQUIPMENT	16,000
Total	596,198

Police

SALARIES	372,343
SALARIES - OVERTIME	48,500
FICA	32,194
GROUP INSURANCE	79,243
RETIREMENT	31,804
PD EMPLOYER'S 401K CONTRIBUTION	19,877
COMMUNICATIONS	24,000
TRAVEL & TRAINING	5,500
COMMUNITY WATCH	500
M & R - EQUIPMENT	3,500
M & R - VEHICLES	7,000
GAS, OIL & TIRES	28,500
DEPT SUPPLIES & MATERIALS	10,000
UNIFORMS	3,000
POLICE INOCULATIONS	500
EQUIPMENT	13,000
CAP OUTLAY-VEHICLES&EQUIP	59,634
PD CARS-ACCIDENT REPAIRS	2,000
Total	741,096

Inspections

SALARIES	144,351
SALARIES OVERTIME	1,500
FICA	11,158
GROUP INSURANCE	33,961
RETIREMENT	10,574
401K EMPLOYERS MATCH	6,250
COMMUNICATIONS	8,000
PRINTING	1,000
TRAVEL & TRAINING	4,500
M & R - VEHICLES	4,000
ADVERTISING	2,500
GAS, OIL & TIRES	3,250
DEPT SUPPLIES & MATERIALS	5,500
BUILDING INSP - UNIFORMS	1,500
CONTRACTED SERVICES	25,000
DUES & SUBSCRIPTIONS	1,000
HOMEOWNERS' RECOVERY FUND	500
EQUIPMENT PURCHASE	7,500
Total	272,044

Public Works, Streets, Buildings and Grounds

SALARIES	54,920
SALARIES OVERTIME	3,000
PROFESSIONAL SERVICES	1,000
FICA	4,431
GROUP INSURANCE	11,320
RETIREMENT	4,199
401K EMPLOYERS MATCH	2,000
UTILITY - STREET LIGHTS	45,000
BUILDINGS UTILITY PAYMENT	1,250
TRAVEL	1,000
BLDINGS&GROUNDS MAINT/SUP	25,000
M & R EQUIPMENT	12,500
M & R VEHICLES	6,000
MAINT & REP STREETS	10,000
MAINT & REPAIR BULKHEADS	15,000

STREET DRAINAGE PROJECTS	5,000
STREET SIGN REPLACEMENT	4,000
ADVERTISING	250
GAS, OIL & TIRES	15,500
DEPT SUPPLIES & MATERIALS	6,000
UNIFORMS	1,500
STREET PAVING PROJECTS	131,291
SIDEWALK MAINTENANCE	5,000

Total **365,161**

Sanitation

SALARIES FULL TIME	32220
SALARIES OVERTIME	4500
FICA	2809
GROUP INSURANCE	11320
RETIREMENT	2662
401K EMPLOYERS MATCH	1750
TRAVEL & TRAINING	500
MAINT & REPAIRS EQUIPMENT	750
DEPT SUPPLIES & MATERIALS	12500
SANITATION UNIFORMS	700
CONTRACTED SERVICES	86249
BLUE CAN HOME RECYCLING	11916
SOLID WASTE TIPPING FEES	1000

Total **168876**

Total General Fund Expenses **3,512,002**

PART II. Water and Sewer Fund

Revenues:

CREDIT CARD SITE FEE WATER	900
INTEREST ON INVESTMENTS	1500
RENTS & CONCESSIONS	100759
ADMINISTRATIVE FEES WATER	750
RESIDENTIAL IMPACT FEE	44484
CAPITAL CHARGES CTY-SEWER	909810
INTEREST ON CAPITAL CHRGS	15000
CAPITAL CHARGES TOWN-SEWR	661844
SHARE PAYMENTS	22000
WATER USE CHARGES	865859
SPECIAL CHARGES FOR UTIL	2750
Irrigation Meter Inspection Fees	14760
SEWER USE CHARGES	798418
AVAILABILITY FEE SEWER	1750
TAP & CONNECTION FEES	65000
TAP & CONNECT FEES-SEWER	13500
RECONNECTION FEES	750
PNLTY & INTRST - BILLINGS	12500
SHARE FUND PENALTY PAYS	45000
Fund Balance Appropriated	233800
Total for Revenue	3811134

A sewer capital fee of \$497.30 per developable property within the corporate limits of the Town of Holden Beach is authorized for the payment of debt service to fulfill the Town's sewer capital obligation. Said fee is to be billed concurrently with ad valorem property taxes and collected in accordance with applicable North Carolina General Statutes.

The following monthly water, sewer and irrigation rates are effective 1 July 2016 and are hereby appended as if by resolution to the Town's existing fee schedule.

Water:

Base rate: \$18; includes first 2000 gallons

Consumption: \$3.10 per 1000 gallons for 2001 to 6000 gallons; \$4.10 per 1000 gallons over 6000 gallons.

Sewer:

Base rate: \$14.10; includes first 2000 gallons

Consumption: \$6.45 per 1000 gallons for 2001 to 6000 gallons; \$7.45 per 1000 gallons over 6000 gallons

Irrigation:

Base Rate: \$7.50; includes \$2.50 meter inspection fee

Consumption: \$3.10 per 1000 gallons for 0 to 6000 gallons; \$4.10 per 1000 gallons over 6000 gallons

Expenses:

Administration

SALARIES	35860
SALARIES-OVERTIME	600
FICA	2789
GROUP INSURANCE	11320
RETIREMENT	2643
401K EMPLOYERS MATCH	500
COMMUNICATIONS	42500
PRINTING	1500
EPA CC REPORT-ADMIN PREP	750
TRAVEL & TRAINING	5000
M & R - EQUIPMENT	7500
DEPT SUPPLIES & MATERIALS	2000
CONTRACTED SERVICES	10000
DUES & SUBSCRIPTIONS	5000
TOTAL	127,963

Operations

SALARIES	134,113
SALARIES-OVERTIME	6500
PROFESSIONAL SERVICES	10000
Professional Services Irrigation Inspect	12800
FICA	10757
GROUP INSURANCE	28301
RETIREMENT	10194
401K EMPLOYERS MATCH	4000

COMMUNICATIONS	2000
UTILITIES	2500
UTILITIES-PUMPING STATION	58000
TRAVEL	7500
M & R WATER TANK	64308
M & R EQUIPMENT	7500
OPERATION & MAINT VAC SYS	26380
M & R VEHICLES	8000
M & R WATER SYSTEM	47500
CTY CAPITAL COSTS SEWER	1160521
GAS, OIL & TIRES	15500
DEPT SUPPLIES & MATERIALS	3500
O&M VACUUM STATIONS	135000
METERS (NEW CONSTRUCTION)	36000
UNIFORMS	1500
CONTRACTED SERVICES	20000
PURCHASES FOR RESALE	387199
COUNTY O&M CHARGE SEWER	217564
EQUIPMENT PURCHASE -WATER	166441
PS II-IV VINYL FENCE	20000
CAPITAL OUTLAY-VALVE PITS	40000
CAP OUTLAY MAJ EQUIP SEWR	259000
DEBT SERVICE SEWER	660,593
TRANSFER TO GENERAL FUND	120000
Operations Total	3,683,171
Water and Sewer Total Expenses	<u>3,811,134</u>

PART III. Beach Preservation/Access & Recreation/Tourism (BPART) Fund

BPART Fund Revenues:

ACCOM TAX	1759359
INTEREST ON INVESTMENTS	5000
MISCELLANEOUS BPART	2000
RECREATION PROGRAMS	15000
PARTF PROJECT 797	183370
FEMA IRENE PW-559 GRANT	447960
SALES TAX REFUND	1500
TRANSFER FROM GENERAL FUND	835,344
FUND BALANCE APPROPRIATED	3,416,687
Total for Revenue	6,666,220

The following are established as user fees for the Bridgeview Public Dock effective 1 July 2016 and hereby appended as if by resolution to the Town’s existing fee schedule. Said fees are per day not to exceed three consecutive days.

Dock Fee	\$1.25 per foot
Sewer Pump Out	\$5
Laundry	\$5
Shore Power 20, 30 amp	\$5
Shore Power 50 amp	\$10

BPART Fund Expenses:

BRUNSCO INTERLOCAL RESERVE	1,539,304
DEBT SERVICE CENTRAL REACH	192052
TRANSFER TO CAPITAL PROJECT	3000000
TRANSFER COUNTY ACCOM TAX	288828
SALARIES - RECREATION	41350
OVERTIME - RECREATION	2500
FICA - RECREATION	3355
Group Insurance	11320
RETIREMENT REC	3179
401K EMPLOYERS CONTRIBUTION	1010
PROFESSIONAL SERVICES	25000
EAST END SHORE PROTECTION	130000
ATM - CONTRACT FEES	25000
PROFESSIONAL SRV-MAINLAND	3500

PROFESSIONAL SERVICES- BEACH	15000
Recreation Programs	14500
Beautification Club	500
Jordan Blvd Ops, Mx and Repair	10000
Starfish Fire Substation Ops, Mx, Rpr	3000
Park and Rec Utilities	8000
Dog Park	500
COMMUNICATIONS	6500
Gas Oil and Tires	4000
TRAVEL & TRAINING	16000
PUBLIC REST ROOMS	17500
BEACH EQUIPMENT MAINTENAN	6500
SHORELINE MONITORING	25000
DEBRIS REMOVAL	2500
FESTIVAL & SECURITY	7000
CONCERTS	26000
HOLDEN BEACH PROMOTION	40000
CHAMBER OF COMMERCE	3000
Contributions BPART (Donations)	4500
ACCESS & RECREATION	58300
WASTE IND 2ND PICK-UP	75000
SAND FENCE PROJECT	15000
POCKET PARK 628OBW	1650
HALSTEAD PARK	1650
PLAYGROUND	5662
Rothschild Davis Park	32401
PARTF PROJECT 797	366,744
FEMA IRENE PW-559 POST-STORM SURVEY	4450
FEMA IRENE PW-559 SAND PLACEMENT	228510
FEMA IRENE PW-559 ENGINEERING DESIGN	15000
FEMA IRENE PW-559 PERMITTING	20000
FEMA IRENE PW-559 BIDDING	25000
FEMA IRENE PW-559 MONITORING	120000
FEMA IRENE PW-559 CONSTRUCTION MANAGEMENT	30000
FEMA IRENE PW-559 ADMINISTRATION	5000
SALARIES BEACH PROJECT	25480
OVERTIME - BEACH PROJECT	3500
FICA BEACH PROJECT	2217
RETIREMENT BEACH PROJECT	2101
401K EMPLOYERS BEACH PRJT	2000
Group Insurance Beach Project	8490
Salaries Sanitation	45480
Overtime Sanitation	3500

FICA Sanitation	3747
Group Insurance	8490
Retirement	1847
401k Employer's Match	1250
Salaries Police	46543
Overtime Police	8500
FICA Police	4211
Insurance Police	11320
Retirement Police	4170
POLICE 401K EMPLOYERS CONTRIBUTION	2607
Total	6,666,220

PART IV. Other Special Revenue Funds

Holden Beach Harbor Canal Dredging Special Revenue Fund

Revenue

BALANCE FORWARD	448,704
SRF HBH INTEREST	250
SRF HBH ASSESSMENTS	129436
SRF HBH PRIOR ASSESSMENTS	700

Total 579,090

Expense

SRF Administration - HBH	5,791
SRF Legal Fees - HBH	5,791
SRF Construction - HBH	434,318
SRF Surveying - HBH	28,955
SRF Permitting CAMA - HBH	14,477
SRF Permitting ACE & Other Agencies	14,477
SRF Designs - HBH	17,373
SRF Construct Docs, Plans, Specs - HBH	28,955
SRF Construction Management, Insp, Closeout - HBH	14,477
SRF Transfer to General Fund- HBH	14,477

Total 579,090

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$375 per lot (per the Fiscal Year 2008/2009 assessment district resolution) for Holden Beach Harbor is hereby established for the Fiscal Year beginning 1 July 2016 and ending 30 June 2017.

Heritage Harbor Canal Dredging Special Revenue Fund

Revenue

BALANCE FORWARD	164,757
SRF HH INTEREST	400
SRF HH ASSESSMENTS	84580
SRFH H PRIOR YEAR ASSESSMENTS	5000
Total	254,737

Expense

SRF Administration - HH	2547
SRF Legal Fees - HH	2547
SRF Construction - HH	191053
SRF Surveying - HH	12737
SRF Permitting ACE & Other Agencies HH	6368
SRF Permitting CAMA - HH	6368
SRF Designs - HH	7642
SRF Contract Docs, Plans, Specs - HH	12737
SRF Construction Management, Insp, Closeout - HH	6368
SRF Transfer to General Fund- HH	6368
Total	254,737

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$250 per lot (per the Fiscal Year 2008/2009 assessment district resolution) for Heritage Harbor is hereby established for the Fiscal Year beginning 1 July 2016 and ending 30 June 2017.

Harbor Acres Canal Dredging Special Revenue Fund

Revenue

BALANCE FORWARD	769,622
SRF HA INTEREST	500
SRF HA ASSESSMENTS	91,991
SRF HA PRIOR ASSESSMENTS	500
Total	862,613

Expense

SRF Administration - HA	8626
SRF Legal Fees - HA	8626
SRF Construction - HA	646960
SRF Surveying - HA	43131
SRF Permitting CAMA - HA	21565
SRF Permitting ACE & Other Agencies - HA	21565
SRF Designs - HA	25878
SRF Contract Docs, Plans, Specs - HA	43131
SRF Construction Management, Insp, Closeout - HA	21565
SRF Transfer to General Fund- HA	21565
Total	862613

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$320 per lot (as established in the Fiscal Year 2008/2009 assessment district resolution) for Harbor Acres is hereby established for the Fiscal Year beginning 1 July 2016 and ending 30 June 2017.

PART V. Central Reach Capital Project

Revenue

SPECIAL OBLIGATION BOND PROCEEDS	11,552,040
TRANSFER FROM BPART	3,000,000
Total	14,552,040

Expense

Administration	72,760
Legal Fees	218,281
Construction	13,874,643
Vegetation and Sand Fence	225,557
Surveying	21,828
Permitting CAMA	18,190
Permitting ACE & Other Agencies	22,556
Designs	29,104
Contract Docs, Plans, Specs	32,742
Construction Management, Insp, Closeout	36,380
Total	14,552,040

PART VI. CAPITAL IMPROVEMENT PLAN

A ten year Capital Improvement Plan for Fiscal Years 16/17 thru 25/26 is hereby established as shown in Appendix A.

PART VII. BUDGET SUMMARY AND ADMINISTRATION

Summary

General	3,512,002
Water & Sewer	3,811,134
BPART	6,666,220
Holden Beach Harbor Canal Dredging Special Revenue Fund	579,090
Heritage Harbor Canal Dredging Special Revenue Fund	254,737
Harbor Acres Canal Dredging Special Revenue Fund	862,613
Central Reach Capital Project Fund	14,552,040
Total All Funds	30,237,837

Tax Rate, Valuation, Collection Rate and Tax Base

An Ad Valorem Tax Rate of twenty two cents (\$.22) per one hundred dollars (\$100) at full valuation is levied for Fiscal Year 2016/2017. The Ad Valorem Tax Collection rate used to calculate the estimated ad valorem tax revenue is ninety seven point seven eight percent based on collection rate results from the fiscal year ended 30 June 2015. The total valuation for the new fiscal year is estimated to be one billion one hundred ninety five million four hundred eighty seven thousand one hundred fifty dollars.

Budget Administration

This Budget Ordinance shall be the financial plan for the Holden Beach Municipal Government during the fiscal year beginning 1 July 2016 and ending 30 June 2017. The Board of Commissioners shall approve all reallocations of budgeted funds between Funds and may amend the Budget Ordinance at any time so long as the Budget Ordinance, as amended, satisfies the requirements of North Carolina General Statutes 159-8 and 159-13. The Budget Officer shall administer and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. In accordance with North Carolina General Statute 159-15 and 26, the Budget Officer may reallocate budgeted funds within a Fund without limitation and shall establish/maintain an accounting system designed to show in detail the Town's assets, liabilities, equities, revenues and expenditures.

Effective Date and Approval.

This Ordinance is effective 1 July 2016 as adopted this ____ day of June, 2016.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk