



# TOWN COUNCIL AGENDA

**PUBLIC HEARING**

**JUNE 6, 2017 @ 6:30 p.m.**

## **FISCAL YEAR 2017-2018 PROPOSED BUDGET**

CALL TO ORDER – Mayor Swearingen

OPENING AND PURPOSE OF HEARING – Mayor Swearingen

The purpose of this public hearing is to receive public comments on the proposed Fiscal Year 17-18 budget. Official notice of this public hearing was posted on the town's website and bulletin board, and was advertised in the Island Gazette on May 24, 2017, to meet with public notification requirements per N.C.G.S. 159-12.

The proposed budget includes the following highlights:

- 1) Tax rate remains at its current rate of \$0.285, which is \$0.0137 greater than the revenue-neutral tax rate
- 2) Monthly fee per residential garbage cart increases from \$6 to \$12 for all carts after the first cart. The first garbage cart remains the same at \$6 per month
- 3) Trash pickup fees increase as follows:
  - a. minimum truck load: current \$10 charge increases to \$15 charge
  - b. ¼ truck load: current \$30 charge increases to \$45 charge
  - c. ½ truck load: current \$60 charge increases to \$90 charge
  - d. ¾ truck load: current \$90 charge increases to \$135 charge
  - e. full truck load: current \$120 charge increases to \$180 charge
  - f. appliances: current \$10 charge increases to \$15 charge
- 4) Cost of Living adjustment of 1.5 percent for employees
- 5) Merit increase of 2.5 percent to reward employees who are performing above expectation

PUBLIC COMMENTS

Sign up at the podium, if you wish to make comments

CLOSING OF PUBLIC HEARING – Mayor Swearingen

COUNCIL DISCUSSION OF PROPOSED BUDGET AND POSSIBLE DIRECTION TO FINANCE OFFICER

ADJOURNMENT



Ordinance Number: FY 2017-18  
Date Adopted: **Draft**  
Effective Date: July 1, 2017

**BUDGET ORDINANCE FY 2017-2018  
KURE BEACH, NORTH CAROLINA**

Be it ordained by the Town Council of Kure Beach, North Carolina:

**Section I.** Budget Adoption: There is hereby adopted the following operating budget for the Town of Kure Beach for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018; the same being adopted by fund. Activity within each fund is listed as follows:

**GENERAL FUND**

**EXPENDITURES:**

Governing Body	\$ 38,505
Committees	120,010
Finance	150,786
Administration	407,848
Community Center	23,300
Elections	3,000
Emergency Management	100
Tax Collections	27,000
Legal Department	28,950
Police Department	1,308,960
Fire Department	701,867
Lifeguards	196,850
Parks & Recreation	146,027
Building Inspections	135,201
Streets & Sanitation	863,848
Debt Service	360,615
Transfer to Beach Protection Fund	46,450
Contingency	<u>48,100</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$4,607,417</u></b>

**GENERAL FUND (continued)**

**REVENUES:**

Property Tax (current & prior years)	\$2,491,300
Sales Tax	850,075
Franchise & Utility Tax	234,500
Garbage & Recycle Fees	382,350
TDA Funds	205,650
Motor Vehicle License Tax	9,500
ABC Revenue	14,600
Building Permits/Impact Fees/ CAMA Fees/Fire Inspections	61,600
Communication Tower Rent	79,125
Town Facility Rentals	15,000
Parks & Rec/Community Center/ Street Festival	31,500
Other Revenue	162,217
Other Financing Sources	<u>70,000</u>

**TOTAL REVENUES** **\$4,607,417**

**POWELL BILL FUND**

**EXPENDITURES:**

Street Maintenance & Repair	<u>\$ 65,070</u>
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**TOTAL EXPENDITURES** **\$ 65,070**

**REVENUES:**

Powell Bill Allocation	\$ 65,000
Interest Income	<u>70</u>

**TOTAL REVENUES** **\$ 65,070**

**STORM WATER FUND**

**EXPENDITURES:**

Storm Water Operations \$ 630,094

**TOTAL EXPENDITURES** \$ **630,094**

**REVENUES:**

Storm Water Monthly Fees \$ 223,000

Storm Water Building Fees 40,000

Interest Income 875

Other Financing Sources 35,000

Fund Balance Appropriated 331,219

**TOTAL REVENUES** \$ **630,094**

**BEACH PROTECTION FUND**

**EXPENDITURES:**

Beach Protection Reserves \$ 47,090

**TOTAL EXPENDITURES** \$ **47,090**

**REVENUES:**

Interest Income \$ 640

Transfer from General Fund 46,450

**TOTAL REVENUES** \$ **47,090**

**FEDERAL ASSET FORFEITURE FUND**

**EXPENDITURES:**

Federal Asset Forfeiture Expenses \$ 50,000

**TOTAL EXPENDITURES** \$ **50,000**

**FEDERAL ASSET FORFEITURE FUND (continued)**

**REVENUES:**

Fund Balance Appropriated	\$ 50,000
<b>TOTAL REVENUES</b>	<b><u>\$ 50,000</u></b>

**WATER AND SEWER FUND**

**EXPENDITURES:**

W/S Governing Body	\$ 17,505
W/S Legal Department	28,950
W/S Finance	186,200
W/S Administration	260,170
W/S Operations	<u>1,657,830</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$2,150,655</u></b>

**REVENUES:**

Water Charges	\$ 805,000
Sewer Charges	1,155,000
Tap & Reconnection Fees	37,200
Other Revenue	8,455
Other Financing Sources	<u>145,000</u>
<b>TOTAL REVENUES</b>	<b><u>\$2,150,655</u></b>

**SEWER EXPANSION RESERVE FUND (SERF)**

**EXPENDITURES:**

Sewer Reserve	\$ 30,330
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 30,330</u></b>

**SEWER EXPANSION RESERVE FUND (SERF) (continued)**

**REVENUES:**

User Fees	\$ 30,000
Interest Income	<u>330</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 30,330</u></b>

<b>EXPENDITURES</b>	<b>ALL FUNDS</b>	<b><u>\$7,580,656</u></b>
<b>REVENUES</b>	<b>ALL FUNDS</b>	<b><u>\$7,580,656</u></b>

**Section II. Levy of Taxes:** There is hereby levied, for the Fiscal Year 2017-2018, an Ad Valorem tax rate of 28.5 cents (\$0.285) per one hundred dollars (\$100) valuation of taxable property as listed for taxes as of January 1, 2017. This rate shall be levied entirely in the General Fund.

The tax rate is based on an estimated total valuation of property for the purposes of taxation of eight hundred eighty-two million nine hundred twenty-five thousand seventy-five dollars (\$882,925,075) and an estimated collection rate of ninety-eight and three-quarter percent (98.75%).

**Section III. Revenue-Neutral Tax Rate:** As required by N.C.G.S., Section 159-11(e), in each year that a general reappraisal of real property has been conducted, a statement of the revenue-neutral tax rate must be presented for comparison purposes. In regard to the January 1, 2017 reappraisal, the revenue-neutral tax rate, adjusted for growth, has been calculated at 27.13 cents (\$0.2713) per one hundred dollars (\$100) valuation.

**Section IV. Salaries:** The following shall govern salary and wage compensation for Fiscal Year 2017-2018:

A. Pay Plan. There is hereby adopted a pay plan that includes an across the board cost of living adjustment in the amount of 1.5% applicable to all Town employees.

B. Salary Adjustments. Each employee's salary shall be examined to ensure that the pay grade reflects the years of service, proficiency and quality of work. Merit raises are allotted at 2.5% this year for employees.

**Section V.** The Budget Officer hereby authorized to transfer appropriations within a fund as contained herein under the following conditions as specified in North Carolina General Statute Chapter 159.

A. The Budget Officer may transfer amounts between line item expenditures without limitation and without a report being required up to \$10,000 at any one time.

B. The Budget Officer may transfer amounts within departments and of the same fund and reported as part of the financial statements. He shall make an official report immediately to Council on such transfers.

C. The Budget Officer may not transfer amounts between funds without prior Council action.

**Section VI.** Restricted Revenues: The Finance Officer is hereby directed to fund appropriations that have specified revenues prior to funding with General Fund monies. This is to include but not limited to Local, State and Federal grants.

**Section VII.** Encumbrances: All outstanding encumbrances from prior fiscal years are to be carried forward to Fiscal Year 2017-2018. All Project Ordinance appropriations are continued.

**Section VIII.** Budget Control: The Town Council in approving the budget has utilized to the fullest extent possible its revenue sources. Over collections of revenues or unanticipated revenue sources cannot be expected during the year. It is therefore of utmost importance that Department Heads initiate steps to insure compliance with the budget as fixed herein and they are hereby directed to do so.

**Section IX.** The Town Council hereby authorizes the New Hanover County Tax Administrator to bill and collect taxes for the Town, including the annual five dollars (\$5) motor vehicle license tax.

**Section X. Fees and Charges:** There is hereby established, for Fiscal Year 2017-2018, various fees and charges as contained in the attached Fee Schedule. Changes from the Fiscal Year 2016-2017 Fee Schedule are as follows:

Residential Garbage Collection Fee – per cart after the first cart	Increase from \$6.00 to \$12.00
Trash Pickup - Minimum	Increase from \$10.00 to \$15.00
Trash Pickup – ¼ Load	Increase from \$30.00 to \$45.00
Trash Pickup – ½ Load	Increase from \$60.00 to \$90.00
Trash Pickup – ¾ Load	Increase from \$90.00 to \$135.00
Trash Pickup – Full Load	Increase from \$120.00 to \$180.00
Trash Pickup - Appliance	Increase from \$10.00 to \$15.00

This ordinance being duly passed and adopted this 20<sup>th</sup> day of June, 2017.

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 Emilie Swearingen, Mayor

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 Nancy Avery, Town Clerk





**TOWN OF KURE BEACH  
DRAFT FEE SCHEDULE  
FISCAL YEAR 2017-2018**

Fee Schedule to be updated each year as part of the adoption of the new fiscal year budget ordinance.

<b><u>AD VALOREM TAX RATE per \$100</u></b>	\$0.285
<b><u>MOTOR VEHICLE LICENSE TAX (per vehicle registered in Kure Beach)</u></b>	\$5.00
<b><u>WATER FEES</u></b>	
Residential (monthly minimum - up to 2,500 gallons)	\$13.50
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum:	
2,501 gallons to 7,000 gallons	\$0.45
Over 7,000 gallons	\$0.675
Commercial (monthly minimum - up to 2,500 gallons)	\$18.50
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum	\$0.694
Out of Town (ETJ) (monthly minimum - up to 2,500 gallons)	\$23.00
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum	\$0.7875
<b><u>SEWER FEES</u></b>	
Residential (monthly minimum - up to 2,500 gallons)	\$23.50
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum:	
2,501 gallons to 7,000 gallons	\$0.58
Over 7,000 gallons	\$0.87
Commercial (monthly minimum - up to 2,500 gallons)	\$25.50
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum	\$0.7125
Out of Town (ETJ) (monthly minimum - up to 2,500 gallons)	\$40.50
Incremental rate per 100 gallons over the 2,500 gallons monthly minimum	\$1.0125
<b><u>OTHER WATER &amp; SEWER FEES</u></b>	
Water Service Fee - nonrefundable fee for service technician site visit	\$30.00
Additional Water Service Fee - fee for each additional visit if customer fails to meet technician at site	\$10.00
Water Service Meter Check Fee - customer request that a meter be read, checked, or turned on or off. If problem found with meter, fee can be waived at discretion of the Public Works Director	\$30.00
Water Cut-ons Outside Working Hours	\$25.00
Special Meter Tests - if customer requests meter test and the meter is found to be defective, charge will be refunded	\$50.00
Reconnection Fee - if water is cut-off due to non-payment	\$60.00
Returned Check Fee	\$25.00
Account Past Due Charge - per month	\$10.00

**WATER TAP FEE**

3/4 X 5/8	\$1,500.00
1 Inch	\$2,000.00
1 1/2 Inch	\$2,500.00
2 Inch	\$3,000.00
Irrigation	\$4,000.00

**SEWER TAP FEE**

4 inch	\$1,500.00
4 inch	\$1,500.00
6 inch	\$2,000.00
6 inch	\$2,000.00

**USER FEE Sect 17-127 of Code**

Common Areas-No Charge	\$2,500.00
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**IMPACT FEE**

Voluntary Annexation Only Sect 17-128 of Code	\$400.00
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**STORM WATER FEES**

Building Fee - may be waived w/installation of engineered storm water system and approval of building inspector and public works director	\$4,000.00
Residential-monthly	\$8.71
Business - monthly	varies by account

**RECYCLE FEE - per bin monthly (residential)**

\$4.88
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**GARBAGE COLLECTION FEES**

Residential - per cart monthly - 1st cart	\$6.00
Residential - per cart monthly - after the 1st cart	\$12.00
Commercial - per can monthly	\$26.25
Garbage cart purchase	\$80.00

**TRASH PICKUP FEE**

Minimum	\$15.00
1/4 load	\$45.00
1/2 load	\$90.00
3/4 load	\$135.00
Full load	\$180.00
Appliances (per appliance)	\$15.00

**CITY BEER AND WINE RETAIL LICENSE**

As stipulated in N.C. General Statute 105-113.77

**RE-ENTRY DECAL FEES**

Resident or non-resident property owner, January 1 to March 31	\$5.00
Resident or non-resident property owner, after March 31	\$15.00

**COPY/FAX FEES**

Fax: 1 PAGE	\$2.00
Fax: Each additional page	\$1.00
Zoning map - each	\$5.00
Copies: Per page	\$0.10
Copy of Zoning Ordinance	\$10.00
Copy of Town Code	\$70.00
Flood map - each	\$5.00

**RENT COMMUNITY CENTER:DEPOSIT & PER HOUR FEES-2 HOUR MINIMUM (then hourly)**

Deposit (refundable if center is cleaned, as instructed, and there's no damage)	\$250.00
KB Resident/Property Owner & Non-Profit Organization	\$75.00 per hour
Non-resident & Commercial Organization for Profit	\$100.00 per hour

**OTHER FEES COMMUNITY CENTER**

Service charge for cancellation of contract	\$50.00
Rental fee will not be refunded for cancellation of lease by lessee made within 30 days before the event. Security deposit will be refunded.	

**RENT OCEAN FRONT PARK PAVILION:DEPOSIT & PER HOUR FEES-\*4 HOUR MINIMUM (then hourly)**

**\*Exception: Can rent pavilion for 1 HOUR, if rented in conjunction with Community Center**

Deposit (refundable if no damage to pavilion/grounds)	\$250.00
KB Resident/Property Owner & Non-Profit Organization, Pavilion ONLY	\$75.00 per hour
Non-resident & Commercial Organization for Profit, Pavilion ONLY	\$100.00 per hour
KB Resident/Property Owner & Non-Profit Organization, Pavilion & Lawn	\$125.00 per hour
Non-resident & Commercial Organization for Profit, Pavilion & Lawn	\$150.00 per hour

**PARKS AND RECREATION PROGRAM FEES**

Fees for specific Parks and Recreation activities will be set prior to commencement of the activity	varies
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**SPECIAL EVENT FEES**

General Use Impact Fees:	
minimal use of public property -low impact - per day	\$150.00
includes intermittent traffic control - medium impact-per day	\$300.00
includes closing of public streets - high impact - per day	\$500.00
Personnel:	
Police-minimum of four hours - per hour (includes overhead)	\$40.00
Sanitation - per hour (includes overhead)	\$40.00
Street - per hour (includes overhead)	\$40.00
Fireman - per hour (includes overhead)	\$40.00
Facilities Rental:	
Council Chambers - per day	\$100.00
Public land per site - per day	\$100.00
Public building - per day	\$100.00
Equipment:	
Police/Fire/Lifeguard or other Town Vehicle - per hour	\$25.00
Trash pickup - per cart per pickup	\$15.00
-minimum 2 carts required for recyclable materials and one for regular trash	

**PERMIT/CONSTRUCTION FEES**

Fence	\$25.00	
Window Replacement	\$25.00	
Prefab Shed	\$25.00	
Handicap Ramp	\$25.00	
Beach Access	\$25.00	
Pool-residential	\$300.00	
Pool -commercial	\$2,000.00	
Landscape	\$25.00	
House moved (plus any cost incurred by public works or police dept.)	\$150.00	
House moved out of town (plus any cost incurred by public works or police dept.)	\$150.00	
Demolition (residence)	\$150.00	
Demolition (commercial)	\$300.00	
Building -New Construction - processing fee	\$200.00	
Mobile Home Fee-set up (plus permit fee)	\$200.00	
Mobile Home and Travel Trailer Park - \$5.00 space up to 100 spaces	\$350.00	
Yard sale	\$1.00	
Temporary structures in excess of 200 square feet - Sec. 12-45	\$250.00	obtained 7 days prior
Temporary structures in excess of 200 square feet - Sec. 12-45	\$500.00	obtained less than 7 days prior
Replace permit card -Each	\$10.00	
Improvements, additions and renovations to include decks, garages, etc.:		
from \$0 to \$500	\$25.00	
from \$501 to \$2,500	\$50.00	
from \$2,501 to \$5,000	\$100.00	
from \$5,001 to \$10,000	\$150.00	
from \$10,001 to \$20,000	\$200.00	
from \$20,001 to \$30,000	\$250.00	
from \$30,001 to \$40,000	\$300.00	
from \$40,001 to \$50,000	\$350.00	
from \$50,100 and above + \$5.00 per \$1,000.00 over \$50,001	\$400.00	
Signs		
from \$0 to \$500	\$25.00	
from \$501 to \$2,500	\$40.00	
from \$2,501 to \$5,000	\$55.00	
from \$5,001 to \$10,000	\$70.00	
from \$10,001 to \$20,000	\$85.00	
from \$20,001 to \$40,000	\$95.00	
from \$40,001 to \$50,000	\$130.00	
from \$50,100 and above + \$3.00 per \$1,000.00 over \$50,000	\$155.00	

**PLANNING/ZONING FEES**

Text amendment to Town Code	\$100.00
Advertisement for public notices	\$50.00
Application - minor subdivision (per lot)	\$200.00
Subdivision Appeal:	
TRC to Planning Board	\$150.00
TRC to Planning Board (Height Exception Application fee - Sec. 19-333.1)	\$250.00
TRC to BOA	\$375.00
Final plat approval submission (or 50 cents per lot, whichever is greater)	\$125.00
Request for zoning change (plus \$5.00 fee for each notification mailed)	\$100.00
Chapter 19 Zoning violation - Sec. 19-401	\$50.00

**BOARD OF ADJUSTMENT FEES**

Appeal/Variance	\$375.00
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**FIRE INSPECTION AND PERMIT FEES**

Commercial New and Existing Construction Permit Fees:

A= Total gross building floor area of construction

B= Fee per Square Foot

0 - 5,000 sf

5,001-15,000 sf

Over 15,000 sf

AxB = Permit Fee

(AxBx.75)+(1250xB) = Permit Fee

AxBx.50) + (5000xB) + Permit Fee

Occupancy Type:

Residential

Storage

Assembly

Institutional

Business

Mercantile

Hazardous

Factory Indust

Education

Fee Per Square Foot

\$0.05

\$0.035

\$0.06

\$0.06

\$0.06

\$0.06

\$0.05

\$0.04

\$0.065

Construction Permits:

Sprinkler Systems

Fire Alarm Systems

Suppression Systems

Fire pump and related Equipment

Private Fire Hydrants

Standpipe Installation per Riser

\$85.00

\$85.00

\$85.00

\$85.00

\$85.00

\$85.00

Additions

Up Fits

Mobile Buildings

Accessory Structures

Commercial Inspection Fee

Occupancy Certification

Occupying building without CO

Working without Permit

Stop Order Removal

Failure to Obtain Final Inspection

Afterhours/Weekend/Holiday Inspections

ABC Permit

Fire Flow Test

Day Care State Inspection

Witness Fire Flow/Pump Test

Commercial Construction Inspection

Reinspection Fee

Scheduled Fire Inspection

Standpipe Test per Riser

Temporary Structures (Tents, Etc.)

Use Schedule or Min. \$45 + Inspection Fees

Use Schedule or Min. \$45 + Inspection Fees

\$45 + Inspection fee

\$45 + Inspection fee

\$45 Per Inspection per bldg. (Applies to all bldgs.)

\$25 + Inspection Fee

\$250

\$50 or 2x Permit Fee, whichever is greater

\$200

\$100

\$120

\$45

\$45

\$45

\$45

\$45

\$45

\$45

\$75

Revert to Building Permit Fee

**CIVIL CITATION PROGRAM FEES**

**Beach:**

	<u>1st Offense</u>	<u>2nd Offense</u>
Dogs prohibited on beach strand Sec. 4-17	\$150.00	Misdemeanor
Vehicles prohibited on beach strand Sec. 10-104	\$25.00	Misdemeanor
Fire prohibited on beach strand Sec. 12-40	\$100.00	\$200.00
Litter, glass & alcohol prohibited on beach Sec.12-35	\$150.00	Misdemeanor
Boats, jet skis prohibited w/in 300' from high tide mark Sec. 12-37	\$25.00	\$50.00
Surfing regulations Sec. 12-33	\$25.00	Misdemeanor
Dune trespassing prohibited Sec. 12-39	\$100.00	Misdemeanor
Digging holes in the beach/beach restoration Sec. 12-46	\$100.00	Misdemeanor
No items on beach between 7pm-8am/No beach equip. within 15 ft of turtles/No beach equip. within 25 ft of emergency access points Sec. 12-43	\$50.00	\$100.00
Sleeping on beach after midnight prohibited Sec. 12-31	\$25.00	Misdemeanor
Nude bathing, including thong bathing suits or similar attire, prohibited Sec. 12-32	\$25.00	Misdemeanor
Leaping from commercial pier Sec. 12-34	\$250.00	

**Animals/Pets:**

Dogs must be on a leash Sec. 4-16	\$150.00	Misdemeanor
Animal/Pet waste removal Sec. 4-16.1	\$150.00	Misdemeanor

**Vehicles/Parking:**

Parking Ticket Sec. 10-222 - 235	\$50.00	
Parking in a handicap space	\$150.00	Misdemeanor
Soliciting transportation Sec. 10-68	\$10.00	
Vehicles prohibited certain areas Sec.10-60	\$50.00	Misdemeanor

**Miscellaneous:**

Bicycle regulations Sec. 10-291-308	\$25.00	\$50.00
Noise violations prohibited Sec. 11-31	\$250.00	Misdemeanor
Alcohol consumption/open containers prohibited on public property Sec. 3-1	\$50.00	Misdemeanor
Requirements for taverns and bars Sec. 3-2	\$50.00	G.S.18B-302.1
Beach Vitex Prohibited Sec. 12-41	\$25.00	\$50.00
Numbering of buildings Sec.5-121	\$50.00	
Real estate signs on Town property Sec. 11-80	\$50.00	

Adopted by Town Council on June 20, 2017.

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Emilie Swearingen, Mayor

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Attest: Nancy Avery, Town Clerk