



ORDINANCE NO. _____

**FYE JUNE 30, 2017
OPERATING BUDGET ORDINANCE**

BE IT ORDAINED by the Board of Commissioners of the Town of Matthews, North Carolina, that the following anticipated fund revenues and departmental expenditures, Fee and Charge Schedule, Property Tax rate levy and certain authorizations and restrictions for the Town's Budget Officer, are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.

SUMMARY

General Fund	\$	20,676,749
Tourism Fund	\$	1,395,000
	\$	<u>22,071,749</u>

SECTION 1: BUDGET APPROPRIATIONS

GENERAL FUND

REVENUES

Ad Valorem Taxes

2016 Taxes	\$	10,407,000
Prior Years	\$	-
Tax Interest	\$	30,000
Tax Penalties	\$	10,000
Vehicle Taxes	\$	850,000
Auto Tag Fee	\$	570,000
	\$	<u>11,867,000</u>

Local Option Sales Taxes

1% Sales Tax - Art. 39	\$	1,463,840
0.5% Sales Tax - Art. 40	\$	461,595
0.5% Sales Tax - Art. 42	\$	731,920
Hold Harmless Tax	\$	279,590
	\$	<u>2,936,945</u>

Unrestricted Intergovernmental

Utility Sales Tax	\$	1,357,700
Telecommunications Sales Tax	\$	300,000
Cable TV Franchise Tax	\$	210,000
Piped Natural Gas Excise Tax	\$	40,000
Beer and Wine Tax	\$	140,000
Solid Waste Disposal Tax	\$	15,000
Rental Vehicle Tax	\$	35,000
ABC Distributions	\$	95,000
State Mowing Contract	\$	19,000
Library Lease (CharMeck)	\$	78,724
	\$	<u>2,290,424</u>

Restricted Intergovernmental

Powell Bill	\$	772,000
CMUD Bond Payments	\$	408,238
Local/County Grants		
CATS Transit Grant	\$	15,000
State Appropriations / Grants	\$	-
Federal Appropriations/Grants	\$	-
	\$	<u>1,195,238</u>

Restricted / Committed to Public Safety

HIDTA Program	\$	-
HIDTA OT Program	\$	4,000
TKTF OT Program	\$	-
Federal Taskforce Reimbursements	\$	-
Controlled Substance Tax	\$	5,000
DARE Assistance	\$	12,000
Police Donations	\$	1,500
School Resource Officer	\$	137,000
Misc. Police Grants	\$	-
Explorers Program	\$	1,500
Alarm Ordinance Fees	\$	4,000
Wrecker Service Fees	\$	3,500
Fire / EMS (Mecklenburg Co)	\$	90,000
SAFER Staff Grant	\$	-
SAFER Volunteer Grant	\$	217,000
Fireman's Relief Fund	\$	30,000
Fire/EMS Donations	\$	-
	\$	<u>505,500</u>

Permits and Fees

Animal Tags / Fees / Fines	\$	25,000
Zoning Development Fees	\$	20,000
Permit Parking Fees	\$	2,000
	\$	<u>47,000</u>

Stormwater Fees

Stormwater Fees	\$	<u>733,333</u>
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Sales and Services

Recreation Program Fees		
Community Center Programs	\$	225,000
Crews Center Programs	\$	85,000
Special Events	\$	30,000
Recreation Program Fees	\$	15,000
Facility Rentals	\$	25,000
Depot Lease (Chamber)	\$	9,000
CATS Bus Passes	\$	1,500
	\$	<u>390,500</u>

Investment Earnings

Investment Earnings	\$	<u>5,000</u>
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Miscellaneous Revenues

Miscellaneous Revenues	\$	30,000
Sale of Fixed Assets	\$	10,000
Celebration Trees	\$	1,000
Matthews Alive	\$	23,430
	\$	<u>64,430</u>

Other Financing Sources

Transfer from Tourism Fund	\$	641,379
Transfer from CIP Fund	\$	-
Loan Proceeds	\$	-
Insurance Proceeds	\$	-
Assigned SW Fund Balance Appropriated	\$	-
GF Fund Balance Appropriated	\$	-
	\$	<u>641,379</u>

TOTAL REVENUES

	\$	<u>20,676,749</u>
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EXPENDITURES

Governing Body	\$	233,278
Administration	\$	457,402
Human Resources	\$	1,333,435
Finance	\$	427,561
Information Systems	\$	351,428
Safety & Risk Management	\$	447,854
Police - Administration	\$	488,073
Police - Patrol	\$	2,821,635
Police - Criminal Investigations	\$	903,020
Police - Telecommunications	\$	519,813
Police - Support Services	\$	965,762
Police - Animal Control	\$	78,866
Fire / EMS	\$	1,726,615
Fire - Staffing Grant	\$	-
Fire - Volunteer grant	\$	217,380
Public Works - Administration	\$	562,886
Public Works - Streets & Sidewalks	\$	1,456,000
Public Works - Fleet Maintenance	\$	283,338
Public Works - Landscaping	\$	500,850
Public Works - Facilities Maintenance	\$	281,233
Stormwater	\$	733,333
Sanitation	\$	1,615,344
Planning Development	\$	466,807
Economic Development	\$	40,000

Parks & Recreation - Administration	\$	158,867
Parks & Recreation - Recreation Centers	\$	221,874
Parks & Recreation - Cultural Arts	\$	565,756
Parks & Recreation - Special Events	\$	330,623
Depot / Miscellaneous	\$	9,000
Debt Service	\$	1,973,436
Contingency	\$	25,000
Transfer to Capital Facility Plan	\$	28,030
Transfer to Capital Improvements Plan	\$	452,250

TOTAL EXPENDITURES	\$	<u>20,676,749</u>
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TOURISM FUND

REVENUES

Occupancy Tax	\$	500,000
Prepared Food & Beverage Tax	\$	800,000
Rental Car Tax	\$	95,000
Tourism Merchandise	\$	-
Miscellaneous Revenues	\$	-
Transfer From General Fund	\$	-
Transfer From CIP	\$	-
Fund Balance Appropriated	\$	-

TOTAL REVENUES	\$	<u>1,395,000</u>
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EXPENDITURES

Marketing	\$	6,500
Merchandise	\$	1,000
Landscaping	\$	6,000
Tourism Projects	\$	-
Sportsplex	\$	249,200
Fullwood Theatre	\$	10,000
Outen Pottery	\$	55,000
Matthews Alive	\$	60,000
Historical Foundation	\$	40,000
Tourism Grants	\$	63,000
Arts and Science Council	\$	25,000
Decorations Banners & Flags	\$	5,000
Transfer to General Fund	\$	641,379
Transfer to CIP Fund	\$	10,000
Debt Service	\$	129,897
Contingency	\$	93,024

TOTAL EXPENDITURES	\$	<u>1,395,000</u>
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SECTION 2: FEE SCHEDULE

There is hereby established, for the fiscal year 2016-2017, various fees and charges as scheduled are contained in Attachment A.

SECTION 3: LEVY OF TAXES

There is hereby levied, for the fiscal year 2016-2017, an ad valorem tax rate of \$0.3400 per one hundred dollars (\$100) valuation of taxable property as listed for taxation as of January 1, 2016.

SECTION 4: LEVY OF VEHICLE TAG FEE

There is hereby levied, for the fiscal year 2016-2017, a fee of \$25.00 for automobiles and trucks registered in Matthews.

SECTION 5: SPECIAL AUTHORIZATIONS – BUDGET OFFICER

- A. The Budget Officer shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as he deems necessary.
- B. The Budget Officer shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. Notification of all such transfers shall be made to the Town Board at its next meeting following the date of the transfer.
- C. Interfund transfers as established in the Budget Ordinance, may be accomplished without additional approval from the Town Board.

SECTION 6: RESTRICTIONS – BUDGET OFFICER

- A. Interfund and interdepartmental transfer of monies, except as noted in Section 5, shall be accomplished by Town Board authorizations only.
- B. Utilization of appropriations contained in contingencies may be accomplished only with specific approval of the Town Board.

SECTION 7: UTILIZATION OF BUDGET ORDINANCE

This ordinance shall be the basis of the financial plan for the Town of Matthews municipal government during the 2016-2017 fiscal year. The budget officer shall administer the budget and he shall ensure that operating officials are provided

guidance and sufficient details to implement their appropriate portion of the budget.

The finance department shall establish and maintain all records, which are in accordance with this Budget Ordinance, and the appropriate statutes of the State of North Carolina.

Adopted this 13th day of June 2016.

James P Taylor, Mayor

Lori Canapinno, Town Clerk

SCHEDULE OF FEES AND CHARGES**FY 2016 – 2017****COPIES:**

Per page	.10
Oversized copies (greater than 11 x 17)	\$10.00
Audio cassette	2.50
CD	2.00
DVD	3.00
Maps (from Planning Department)	10.00

APPLICATIONS:

Zoning - Residential	
Traditional District (no CD)	400.00
Parallel Traditional District	600.00
Conditional-only District (CrC, R-VS, SRN, C-MF)	800.00
Zoning - Non-residential	
Traditional (No CD)	600.00
Parallel Traditional	800.00
Conditional Only, Mixed Use and Nonresidential Districts	1,000.00
Change of Text	
Add any permitted use	100.00
Any other reason, few than three paragraphs affected	250.00
Any other reason, three or more paragraphs affected	400.00
Zoning Variance	
Residential	150.00
Nonresidential or mixed use	350.00
Zoning Appeal	
Residential	150.00
Nonresidential or mixed use	350.00
Zoning Interpretation	
Residential	150.00
Nonresidential or mixed use	350.00
Site Plan Approval (required by zoning conditions)	200.00
SP approval through EPM (not Preliminary Plat)	400.00
Master Sign Plan	
Initial Submission	150.00
Revision	75.00
Other Site Plan Review (i.e. change of use or occupancy, parking sufficiency, etc.)	100.00
Subdivision	
Sketch Plan	100.00

Preliminary	400.00
Final - Minor	50.00
Final - Major	100.00
Public Improvement Variance	350.00
Downtown Overlay Compliance Review	
When separate from other EPM site plan reviews	250.00
Abbreviated or minor revision separate from other EPM site review	75.00
Highway Overlay Compliance Review	
Abbreviated or minor revision separate from other EPM site plan review	250.00
Highway Overlay Abbreviated	
Abbreviated or minor revision separate from other EPM site plan review	75.00
Landscape/Lighting combined plan review separate from other EPM reviews	250.00
Landscape Only, separate from other EPM reviews	200.00
Lighting Only, separate from other EPM reviews	200.00
Abbreviated or minor revision separate from other EPM site plan review	75.00
Third or later submittal of any above action	150.00
Administrative Amendment – staff review level	50.00
Administrative Amendment – PB or TB review level	100.00
Sign Permit Review Prior to Permit Issuance	25.00
Zoning Verification Letter	20.00
Driveway Permit Review – single site	25.00
Driveway Permit Review – blanket	50.00

FEES:

Return check fee	30.00
Peddlers, Solicitors - Admin fee	10.00
Itinerant Merchants	100.00
Admin fee for repairs, damaged by citizens, for signs, sidewalks, driveway pipe, etc.	Actual cost plus 10% or \$10, whichever is greater
Sanitation – Additional Recycling Cart	40.00
Parade Permit	100.00
Pavement Degradation Fees	Calculated by PW policy

Non-Resident Profit

Small Studio	50.00 per hour
Large Studio/Classroom	75.00 per hour
Conference Room	80.00 per hour
Community Room	100.00 per hour
Kitchen	75.00 flat fee
Theater Rehearsal	110.00 per
hourFullwood Theater	800.00 flat fee

Other Fees

Sound System	20.00 flat fee
TV/DVD/Projector	20.00 flat fee
Overtime/Staff Time	30.00 per hour
Technician Fee	25.00 per hour

Refundable Security Deposits

Rental- No Food or Drinks	100.00
Rental- Food and Drinks	200.00
Rental- With Alcohol	100.00 *Additional
Rental- With Ticket Sales (Approval Needed)	100.00
*Additional Theater Rental	200.00

CREWS RECREATION CENTER RENTAL FEES:**Resident Non-Profit** (Costs per hour)

1 Multi-Purpose Room	\$20
2 Multi-Purpose Rooms	\$30
3 Multi-Purpose Rooms	\$40
Half-Court Gym	\$15
Full-Court Gym	\$40

Non-Resident Non-Profit (Cost per hour)

1 Multi-Purpose Room	\$30
2 Multi-Purpose Rooms	\$40
3 Multi-Purpose Rooms	\$50
Half-Court Gym	\$25
Full-Court Gym	\$50

Resident Profit (Cost per hour)

1 Multi-Purpose Room	\$30
2 Multi-Purpose Rooms	\$40
3 Multi-Purpose Rooms	\$50
Half-Court Gym	\$25
Full-Court Gym	\$50

Non-Resident Profit (Cost per hour)

1 Multi-Purpose Room	\$40
2 Multi-Purpose Rooms	\$50
3 Multi-Purpose Rooms	\$60

Half-Court Gym	\$30
Full-Court Gym	\$60

Other Fees

Overtime/Staff Time	\$20/hour
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Refundable Security Deposits

Rental – No Food or Drinks	\$100
Rental – Food and Drinks	\$200

PARK SHELTER RENTAL FEES:

Resident

Baucom Park	\$20 (per 4 hours)
Sardis Park	\$20 (per 4 hours)
Squirrel Lake Park Shelter A	\$40 (per 4 hours)
Squirrel Lake Park Shelter B	\$50 (per 4 hours)
Stumptown Park (picnic area only)	\$50 (per 4 hours)
Stumptown Park (stage and green)	\$250 (per 4 hours)
Town Green Gazebo	\$60 (per 4 hours)
Windsor Park	\$40 (per 4 hours)

Non-Resident

Baucom Park	\$30 (per 4 hours)
Sardis Park	\$30 (per 4 hours)
Squirrel Lake Park Shelter A	\$60 (per 4 hours)
Squirrel Lake Park Shelter B	\$70 (per 4 hours)
Stumptown Park (picnic area only)	\$70 (per 4 hours)
Stumptown Park (stage and green)	\$300 (per 4 hours)
Town Green Gazebo	\$90 (per 4 hours)
Windsor Park	\$60 (per 4 hours)