



ORDINANCE NO. \_\_\_\_\_

**FYE JUNE 30, 2018  
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, 2017 and ending June 30, 2018.

**SUMMARY**

General Fund	\$	21,527,597
Tourism Fund	\$	1,500,000
	\$	<u>23,027,597</u>

**SECTION 1: BUDGET APPROPRIATIONS**

**GENERAL FUND****REVENUES****Ad Valorem Taxes**

2016 Taxes	\$	10,750,000
Prior Years	\$	-
Tax Interest	\$	30,000
Tax Penalties	\$	10,000
Vehicle Taxes	\$	875,000
Auto Tag Fee	\$	575,000
	\$	<u>12,240,000</u>

**Local Option Sales Taxes**

1% Sales Tax - Art. 39	\$	1,515,074
0.5% Sales Tax - Art. 40	\$	477,751
0.5% Sales Tax - Art. 42	\$	757,537
Hold Harmless Tax	\$	289,376
	\$	<u>3,039,738</u>

**Unrestricted Intergovernmental**

Utility Sales Tax	\$	1,400,000
Telecommunications Sales Tax	\$	295,000
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	\$	90,000
State Mowing Contract	\$	19,000
Library Lease (CharMeck)	\$	204,600
	\$	<u>2,448,600</u>

**Restricted Intergovernmental**

Powell Bill	\$	760,000
CMUD Bond Payments	\$	228,800
Local/County Grants		
CATS Transit Grant	\$	-
State Appropriations / Grants	\$	-
Federal Appropriations/Grants	\$	-
	\$	<u>988,800</u>

**Restricted / Committed to Public Safety**

HIDTA Program	\$	-
HIDTA OT Program	\$	2,000
TKTF OT Program	\$	-
Federal Taskforce Reimbursements	\$	-
Controlled Substance Tax	\$	3,000
DARE Assistance	\$	12,000
Police Donations	\$	1,500
School Resource Officer	\$	137,000
Misc. Police Grants	\$	-
Explorers (Police)	\$	-
Alarm Ordinance Fees	\$	4,000
Wrecker Service Fees	\$	3,000
Fire / EMS (Mecklenburg Co)	\$	70,000
Explorers (Fire)	\$	1,500
SAFER Staff Grant	\$	-
SAFER Volunteer Grant	\$	320,490
Fireman's Relief Fund	\$	23,000
Fire/EMS Donations	\$	-
	\$	<u>577,490</u>

**Permits and Fees**

Animal Tags / Fees / Fines	\$	25,000
Zoning Development Fees	\$	20,000
Permit Parking Fees	\$	-
	\$	<u>45,000</u>

**Stormwater Fees**

Stormwater Fees	\$	<u>800,000</u>
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**Sales and Services**

Recreation Program Fees		
Community Center Programs	\$	250,000
Crews Center Programs	\$	85,000
Special Events	\$	35,000
Recreation Program Fees	\$	15,000
Facility Rentals	\$	25,000
Depot Lease (Chamber)	\$	9,000
CATS Bus Passes	\$	2,000
	\$	<u>421,000</u>

**Investment Earnings**

Investment Earnings	\$	<u>35,000</u>
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**Miscellaneous Revenues**

Miscellaneous Revenues	\$	25,000
Sale of Fixed Assets	\$	15,000
Celebration Trees	\$	1,000
Matthews Alive	\$	25,000
	\$	<u>66,000</u>

**Other Financing Sources**

Transfer from Tourism Fund	\$	662,969
Transfer from CIP Fund	\$	-
Loan Proceeds	\$	-
Insurance Proceeds	\$	-
Assigned SW Fund Balance Appropriated	\$	203,000
GF Fund Balance Appropriated	\$	-
	\$	<u>865,969</u>

**TOTAL REVENUES**

	\$	<u>21,527,597</u>
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**EXPENDITURES**

Governing Body	\$	229,179
Administration	\$	419,986
Human Resources	\$	1,492,967
Finance	\$	453,907
Information Systems	\$	360,158
Safety & Risk Management	\$	400,770
Police - Administration	\$	549,120
Police - Patrol	\$	3,056,021
Police - Criminal Investigations	\$	842,669
Police - Telecommunications	\$	593,129
Police - Support Services	\$	994,808
Police - Animal Control	\$	81,598
Fire / EMS	\$	2,128,135
Fire - Staffing Grant	\$	-
Fire - Volunteer grant	\$	320,490
Public Works - Administration	\$	598,651
Public Works - Streets & Sidewalks	\$	1,421,678
Public Works - Fleet Maintenance	\$	282,992
Public Works - Landscaping	\$	561,303
Public Works - Facilities Maintenance	\$	315,321
Stormwater	\$	763,359
Sanitation	\$	1,636,526
Planning Development	\$	470,394
Economic Development	\$	35,000

Parks & Recreation - Administration	\$	168,141
Parks & Recreation - Recreation Centers	\$	222,582
Parks & Recreation - Cultural Arts	\$	600,932
Parks & Recreation - Special Events	\$	347,037
Depot / Miscellaneous	\$	9,000
Debt Service	\$	1,177,430
Contingency	\$	25,413
Transfer to Capital Facility Plan	\$	102,901
Transfer to Capital Improvements Plan	\$	866,000

<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b><u>21,527,597</u></b>
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**TOURISM FUND**

**REVENUES**

Occupancy Tax	\$	525,000
Prepared Food & Beverage Tax	\$	880,000
Rental Car Tax	\$	95,000
Tourism Merchandise	\$	-
Miscellaneous Revenues	\$	-
Transfer From General Fund	\$	-
Transfer From CIP	\$	-
Fund Balance Appropriated	\$	-

<b>TOTAL REVENUES</b>	<b>\$</b>	<b><u>1,500,000</u></b>
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**EXPENDITURES**

Marketing	\$	-
Merchandise	\$	-
Landscaping	\$	-
Tourism Projects	\$	-
Sportsplex	\$	382,534
Fullwood Theatre	\$	4,000
Outen Pottery	\$	70,000
Matthews Alive	\$	60,000
Historical Foundation	\$	40,000
Chamber of Commerce	\$	20,000
Tourism Grants	\$	63,000
Arts and Science Council	\$	25,000
Decorations Banners & Flags	\$	4,800
Transfer to General Fund	\$	662,969
Transfer to CIP Fund	\$	40,000
Debt Service	\$	127,697
Contingency	\$	-

<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b><u>1,500,000</u></b>
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## **SECTION 2: FEE SCHEDULE**

There is hereby established, for the fiscal year 2017-2018, various fees and charges as scheduled are contained in Attachment A.

## **SECTION 3: LEVY OF TAXES**

There is hereby levied, for the fiscal year 2017-2018, 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, 2017.

## **SECTION 4: LEVY OF VEHICLE TAG FEE**

There is hereby levied, for the fiscal year 2017-2018, 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 2017-2018 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 12<sup>th</sup> day of June 2017.

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James P Taylor, Mayor

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Lori Canapinno, Town Clerk

**SCHEDULE OF FEES AND CHARGES****FY 2017 – 2018****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)