

**NORTH CAROLINA DEPARTMENT OF STATE TREASURER
LOCAL GOVERNMENT COMMISSION
MINUTES
SPECIAL MEETING JUNE 26, 2023**

The duly-noticed special meeting was called to order at 1:32 p.m. by Chair Dale R. Folwell on the above date. The special meeting was conducted in person and by use of simultaneous communication by GoToWebinar™. Members present in person: Chair Folwell. Members present virtually: Secretary of State Elaine Marshall, Secretary of Revenue Ronald Penny, John Burns, Paul Butler, Nancy Hoffmann, and Mike Philbeck.

Members Absent: State Auditor Beth Wood and Vida Harvey.

A quorum was present for the entire meeting.

Other participants present in person: Sharon Edmundson, Debbie Tomasko, and Cindy Aiken. Other DST staff attending in person: DST staff Kendra Boyle, Becky Dzingeleski, April Parker and DST Intern Taiz Barata.

Other participants present virtually: David Erwin (DST staff) and Debra Mack (with Greg W. Isley CPA, PA – working with the Town of Spring Lake).

Chair Folwell asked those members present if they had any actual, potential, or the appearance of a conflict of interest regarding the matters on the agenda. There were no conflicts reported.

Mr. Butler made a motion to approve the minutes of the June 12, 2023 Special LGC Meeting for the Budget Hearings for the Town of Kingstown and the Town of Spring Lake; and the minutes of the June 20, 2023 Special LGC Meeting for the Budget Hearings for the Cliffside Sanitary District, and the Town Robersonville. Mr. Burns seconded the motion, and the foregoing were approved by unanimous vote of 7 – 0 (Absent: Wood, Harvey).

Ms. Hoffmann made a motion to adopt the following Budget Ordinances and resolutions attached hereto as Exhibits 1 - 7:

**SEE EXHIBIT 1:
TOWN OF KINGSTOWN BUDGET ORDINANCE
FOR FISCAL YEAR ENDING JUNE 30, 2024**

**SEE EXHIBIT 2:
TOWN OF SPRING LAKE BUDGET ORDINANCE
FOR FISCAL YEAR ENDING JUNE 30, 2024**

**SEE EXHIBIT 3:
RESOLUTION ADOPTING A RATES AND FEES SCHEDULE FOR
THE TOWN OF SPRING LAKE
EFFECTIVE JULY 1, 2023 FOR FISCAL YEAR 2024**

**SEE EXHIBIT 4:
CLIFFSIDE SANITARY DISTRICT BUDGET ORDINANCE
FOR FISCAL YEAR ENDING JUNE 30, 2024**

**SEE EXHIBIT 5:
RESOLUTION ADOPTING A RATES AND FEES SCHEDULE FOR
THE CLIFFSIDE SANITARY DISTRICT
EFFECTIVE SEPTEMBER 1, 2023 FOR ALL CUSTOMER ACCOUNTS**

**SEE EXHIBIT 6:
TOWN OF ROBERSONVILLE BUDGET ORDINANCE
FOR FISCAL YEAR ENDING JUNE 30, 2024**

**SEE EXHIBIT 7:
RESOLUTION ADOPTING A RATES AND FEES SCHEDULE FOR
THE TOWN OF ROBERSONVILLE
EFFECTIVE JULY 1, 2023 FOR FISCAL YEAR 2024**

Mr. Butler seconded the motion, and the foregoing were adopted by a vote of 7 – 0 (Absent: Wood, Harvey).

Ms. Hoffmann moved to adjourn the special meeting. Secretary Marshall seconded the motion which passed by unanimous vote of 7 – 0 (Absent: Wood, Harvey). The meeting adjourned at 1:53 p.m.

The next regularly scheduled meeting of the North Carolina Local Government Commission will be held on July 11, 2023 at 1:30 p.m.

* * * * *

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, CERTIFY that the foregoing is a true and correct account of actions taken at a special meeting of the North Carolina Local Government Commission duly called and held on June 26, 2023.

WITNESS my hand at Raleigh, this 26th day of June 2023.



Sharon Edmundson, Secretary of the
Local Government Commission of North Carolina



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

**KINGSTOWN
BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2024
PRESENTED FOR ADOPTION ON JUNE 26, 2023**

BE IT ORDAINED BY THE by the North Carolina Local Government Commission acting in place of the Town of Kingstown, North Carolina pursuant to General Statute 159-181(c):

Section 1. The following amounts are hereby appropriated in the Town of Kingstown’s General Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Administrative Department	\$ 104,465.00
Public Works	56,000.00
Public Safety	1,000.00
Parks & Recreation	15,500.00
Zoning Board	2,500.00
Powell Bill	15,000.00
Health Clinic	<u>1,000.00</u>
Total Appropriation	<u>\$195,465.00</u>

Section 2. The following revenues are estimated to be available in the Town of Kingstown’s General Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Current Year’s Property Taxes	\$ 103,425.00
Prior Year’s Property Taxes	2,000.00
Sales Taxes	45,000.00
Franchise Taxes	19,000.00
Park Revenue - County	9,540.00
Solid Waste Tax Revenue	250.00
Powell Bill	15,000.00
Building Permits Fee	200.00
Interest Income	50.00
Misc. Income (Fees)	<u>1,000.00</u>
Total Estimated Revenue	<u>\$195,465.00</u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 3. The following amounts are hereby appropriated in the town's Sewer Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Utility Expenses	<u>\$148,000.00</u>
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Section 4. The following revenues are estimated to be available in the town's Sewer Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Charges for Services – Cleveland Co Water	\$122,000.00
Debt Set Off	1,000.00
Sewer Account Customers	<u>25,000.00</u>
Total Estimated Revenues	<u>\$148,000.00</u>

Section 5: There is hereby levied a tax at the rate of forty-eight cents (\$0.48) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed "Current Year's Property Taxes" in the General Fund in Section 2 of this ordinance. The property value is listed as \$23,999,712. This rate is based on an estimated rate of collection of 89.78%

Section 6. The Finance Officer or designee is hereby authorized to transfer appropriations as contained herein:

- a) Transfers between line-item appropriations within a department or function without limitations and without a report to the governing board being required.
- b) Transfers of up to \$5,000 between departments or functions, within the same fund. The finance officer must make an official report on such transfers at the next regular meeting of the governing board.
- c) All transfers between funds require prior approval by the governing board in an amendment to this budget ordinance.

Section 7: The Finance Officer or a designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 8: The Secretary of the Local Government Commission and the Finance Officer are hereby authorized to (a) take any actions and to (b) execute and deliver any contract, agreement, and any other document on behalf of the Local Government Commission that may be necessary, appropriate or desirable for the purpose of collecting Town receipts and expending appropriations from all funds.

Section 9: Copies of this Budget Ordinance shall be furnished to the Secretary of the Local Government Commission and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, **CERTIFY** that the foregoing is a true and correct copy of the budget ordinance adopted at a meeting of the North Carolina Local Government Commission duly called and held on June 26, 2023.

WITNESS my hand at Raleigh, this 26th day of June 2023.

Sharon Edmundson, Secretary of the
North Carolina Local Government Commission



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

**TOWN OF SPRING LAKE
BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2024
PRESENTED FOR ADOPTION ON JUNE 26, 2023**

BE IT ORDAINED BY THE by the North Carolina Local Government Commission acting in place of the Town of Spring Lake, North Carolina pursuant to General Statute 159-181(c):

Section 1. The following amounts are hereby appropriated in the Town of Spring Lake General Fund for the operation of the Town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
Non-Departmental	\$84,332
Less: Support Service Payments	<u>(149,258)</u>
Net Expenditures	(64,926)
Governing Body	85,831
Administration	367,446
Finance	630,636
Tax Collections	65,630
Legal	52,000
Human Resources	7,052
Communications/Information Technology	224,536
Elections	8,000
Public Buildings	370,444
Police	2,683,288
Fire	1,386,884
Fire – Manchester	628,628



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
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Inspections	272,459
Streets-Non-Powell Bill	523,034
Streets-Powell Bill	63,000
Planning	34,000
Public Safety-Leases	206,177
Debt Service	471,934
Contribution to OPEB reserve	<u>71,000</u>
Total General Fund Expenses	<u>\$ 8,087,053</u>

Section 2. The following revenues are estimated to be available in the Town of Spring Lake General Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
Taxes – Ad Valorem	
Property Taxes – Real and personal property	\$ 2,710,639
Property Taxes – Penalties and Interest	16,000
Property Taxes – Vehicles	290,000
Other Taxes	
Property Taxes - Motor Vehicle Tax	18,500
Property Taxes – Rental vehicles	10,000
Intergovernmental Revenues	
Powell Bill	302,341
Beer and Wine Tax	53,187
Local Option Sales Tax	3,335,000
Telecommunications Sales Tax	35,000
Electricity Sales Tax	383,000
Cable and Satellite Sales Tax	73,000
Interlocal Agreement Revenue	152,000
Manchester Fire Tax	78,994
Manchester Fire County Grant	82,500
Fay-Cumberland Arts Grant	4,000



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Service Charges

Police Department Fees	2,700
NCLM Police Grant	2,500
Fire Department Fees	55,090
Inspection Department Fees	77,210
Street Department Fees	8,568
Planning Department Fees	3,984

Miscellaneous Revenue

Investment Earnings	204,000
Sale of Capital Assets	96,000
Miscellaneous Revenue	2,000

Non-Revenue Receipts

Employee Insurance Premiums	27,840
Appropriated Powell Bill Fund Balance	63,000
Fund Balance Appropriated	<u>0</u>

Total General Fund Revenues \$ 8,087,053

Section 3. The following amounts are hereby appropriated in the Spring Lake Water Sewer Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
Non-Departmental	\$ 323,775
Water Purchases	1,450,000
Revenue Collection	511,031
Revenue Billing	326,494
Water and Sewer Operations	939,409
Wastewater Treatment Plant	717,847
Debt Service	237,648
Contribution to OPEB reserve	<u>11,000</u>
Total Water and Sewer Fund Expenses	<u>\$4,517,204</u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 4. The following revenues are estimated to be available in the Spring Lake Water Sewer Fund for the operation of the Spring Lake and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
Water Sales	\$1,985,000
Sewer Sales	1,877,000
Bulk Water	40,000
New Account/Transfer Fees	25,000
Sewer-Overhills	53,000
Investment Earnings	100,000
Credit Card Convenience Fees	30,000
Interest/Penalties	
Returned Check Fees	1,500
Late Fees	203,000
Miscellaneous Income	15
Rental Income- Water Tank	24,300
Fund Balance Appropriated	<u>178,389</u>
Total Water and Sewer Revenues	<u>\$4,517,204</u>

Section 5. The following amounts are hereby appropriated in the Spring Lake Stormwater Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
Non-Departmental	\$21,920
Administration	240,266
Fund Balance Increase	<u>37,839</u>
Total Stormwater Fund Expenses	<u>\$ 300,025</u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 6. The following revenues are estimated to be available in the Spring Lake Stormwater Fund for the operation of the Spring Lake and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
Stormwater Fees	\$ 294,550
Investment Earnings	5,475
Fund Balance Appropriated	<u>0</u>
Total Stormwater Fund Revenues	<u>\$ 300,025</u>

Section 7. The following amounts are hereby appropriated in the Spring Lake Sanitation Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
Non-Departmental	\$384,552
Sanitation	220,831
Reserve for future appropriations	<u>135,988</u>
Total Sanitation Fund Expenses	<u>\$741,371</u>

Section 8. The following revenues are estimated to be available in the Spring Lake Sanitation Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
Refuse Collection Fees	\$723,064
Investment Earnings	9,000
Solid Waste Disposal Tax	9,307
Fund Balance Appropriated	<u>0</u>
Total Sanitation Fund Revenues	<u>\$741,371</u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

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DEPUTY TREASURER

Section 9. The following amounts are hereby appropriated in the Spring Lake Fleet Maintenance Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
Fleet Maintenance	<u>\$ 222,826</u>

Section 10. The following revenues are estimated to be available in the Spring Lake Fleet Maintenance Fund for the operation of the Spring Lake and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
Support Service Payments	<u>\$ 222,826</u>

Section 11. The following amounts are hereby appropriated in the Spring Lake OPEB and LEO Reserve Fund for the operation of the unit and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Department	Amount
OPEB & LEO Appropriations	<u>\$ 84,388</u>

Section 12. The following revenues are estimated to be available in the Spring Lake OPEB and LEO Reserve Fund for the operation of the Spring Lake and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Category	Amount
OPEB & LEO Support	<u>\$ 84,388</u>

Section 13: There is hereby levied a tax at the rate of sixty-five cents (\$0.65) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed “Ad valorem property taxes – real and personal property” and “Ad valorem property taxes – vehicles” in the General Fund in Section 2 of this ordinance. The property value is listed as \$467,230,989. This rate is based on an estimated rate of collection of 98%. The estimated rate of collection is based upon the 2023 rate of collection as provided by the Cumberland County Tax Assessor’s office.



Section 14. The Town Finance Officer or designee is hereby authorized to transfer appropriations as contained herein:

- a) Transfers between line-item appropriations within a department or function without limitations and without a report to the governing board being required.
- b) Transfers of up to \$5,000 between departments or functions, within the same fund. The finance officer must make an official report on such transfers at the next regular meeting of the governing board.
- c) All transfers between funds require prior approval by the governing board in an amendment to this budget ordinance.

Section 15: Salaries are set in accordance with the salary schedule; adjustments to salaries that exceed 5% are not permitted without Governing Board approval. Adjustments to salaries of the Town Manager, Finance Officer, Police Chief, and Fire Chief shall not be made without prior Governing Board approval.

Section 16: The Finance Officer or a designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.

Section 17: The Secretary of the Local Government Commission and the Finance Officer are hereby authorized to (a) take any actions and to (b) execute and deliver any contract, agreement, and any other document on behalf of the Local Government Commission that may be necessary, appropriate or desirable for the purpose of collecting Town receipts and expending appropriations from all funds.

Section 18: Encumbrances outstanding at June 30, 2023 shall be added to each appropriation to account for the payment in fiscal year ended June 30, 2024.

Section 19: Appropriation and implementation of worker's compensation claims based upon usage to the respective functions, departments, divisions and sections upon adoption of the budget.

Section 20: Appropriation and implementation of Property, General Liability, Professional Liability and Position Bonds based upon usage to the respective functions, departments, divisions and sections upon adoption of the budget.

Section 21: Appropriation and implementation of Interfund Chargeback for services to the respective functions, departments, divisions and sections upon adoption of the budget.



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 22: Copies of this Budget Ordinance shall be furnished to the Secretary of the Local Government Commission and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, **CERTIFY** that the foregoing is a true and correct copy of the budget ordinance adopted at a meeting of the North Carolina Local Government Commission duly called and held on June 26, 2023.

WITNESS my hand at Raleigh, this 26th day of June 2023.

Sharon Edmundson, Secretary of the
North Carolina Local Government Commission



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

RESOLUTION ADOPTING A RATES AND FEES SCHEDULE FOR
THE TOWN OF SPRING LAKE
EFFECTIVE JULY 1, 2023 FOR FISCAL YEAR 2024

WHEREAS, the Local Government Commission (the Commission) impounded the books and assumed full control of all financial affairs of the Town of Spring Lake (the "Town") pursuant to Section 159-181(c) of the North Carolina General Statutes (N.C.G.S.); and

WHEREAS, under this action, the Commission is vested with all of the powers of the Town governing board as to the levy of taxes, expenditure of money, adoption of budgets, and all other financial powers conferred upon the Town governing board by law; and

WHEREAS, the Commission staff serves as staff to the Commission in its role as the governing body with the authority described above; and

WHEREAS, the Commission staff presents the schedules of rates and fees for customers of the Town be set as developed by the Town and documented in the attached rate schedule (Schedule) (Attachment A);

NOW THEREFORE, be it RESOLVED, the Commission adopts the attached Schedule and authorizes the Commission staff to bill customers of the Town using the new rates, beginning July 1, 2023, with said rates remaining in effect until such time the Commission approves a different rate schedule; or the Town is no longer under the control of the Commission for its financial affairs and the Town has chosen a different rate schedule.

I, Sharon G. Edmundson, Secretary of the North Carolina Local Government Commission, DO HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the North Carolina Local Government Commission at its meeting held on June 26, 2023.

WITNESS my hand this 26th day of June 2023.

A handwritten signature in cursive script that reads "Sharon Edmundson".

Sharon G. Edmundson, Secretary
North Carolina Local Government Commission

ATTACHMENT A

TOWN OF SPRING LAKE

FISCAL YEAR 2023-2024 RATE AND FEE SCHEDULE

This Schedule may not be all inclusive. Other rates and fees may be found in local ordinances.

Effective
July 1, 2023

Approved

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Building Inspections Schedule of Fees

RENOVATION FEES

\$ 500 – 1,000	\$70.00
1,001 – 5,000	\$70.00
5,001 - 10,000	\$70.00
10,001 – 20,000	\$95.00
20,001 - 50,000	\$170.00
50,001 – 100,000	\$295.00
100,001 - 200,000	\$570.00
200,001 – 350,000	\$870.00
350,001 - 500,000	\$1,270.00
500,001 – 750,000	\$1,770.00
750,001 – 1,000,000	\$2,520.00
Above \$1,000,000	\$ 3.00* per \$ 1,000
Extra Inspections	\$70.00
Homeowners Recovery Fee (Single Family Units)	\$10.00

NEW CONSTRUCTION FEES

New Construction	\$ 3.00* per \$ 1,000
Extra Inspections	\$70.00
Homeowners Recovery Fee (Single Family Units)	\$ 10.00

OTHER FEES

Swimming Pools (private)	\$70.00
Swimming Pools (public)	\$95.00
Demolition of Buildings	\$70.00
Tent	\$70.00
Construction Trailer	\$70.00
Travel Trailer	\$70.00
Mobile Home Setup (includes setup, electrical (w/existing t-pole), mechanical, and plumbing)	\$200.00
State Licensing Inspections (Daycare, ABC Permit, etc.)	\$50.00
After Hours/Weekend/Holiday Inspections	\$120.00

1. Generally. Building inspection fees for construction, alteration, or repair of buildings or structures shall be based upon the total cost of the proposed work, including any subcontractors. In no case shall the total cost be less than the market value of similar completed work in the town as determined by the appropriate inspector. Inspection fees shall be calculated on such basis of cost in accordance with the above fee schedule. Permit fees are based on the cost of construction using a multiplier between \$1 and \$5 per (\$1,000) one thousand dollars of construction.
 - a. Basis For Determining The Cost Per Square Foot. The Southern Building Code Congress (BCC) International Building Valuation Data, International Building Code, published biannually, shall serve as the basis for determining the cost per square foot for such work. The averages are adjusted periodically by the BC C to reflect national trends.
 - b. *Multiplier. The Town of Spring Lake uses a multiplier per \$1,000 of the most current Building Safety Journal (BSJ) published square footage construction cost.

SAMPLE CALCULATION: Using the Building Valuation Data and a standard multiplier of \$3.00 per thousand dollars of calculated cost and an 11,080 sq ft structure with 3 floors, type VA construction, Group R-2 the formula is as follows:

11,080 sq ft x 3 floors = 33,240 sq ft @ \$91.19 per = \$3,031,155.6/\$1,000 = \$3,031.15 x 3 = \$9,093.46 BUILDING PERMIT COST

2. Homeowners Recovery Fund. Whenever a permit is issued for the construction of any single- family residential dwelling unit (house, condominiums, townhouses) or for the alteration of an existing single-family residential unit, a fee in the amount of \$10 shall be collected from the applicant. The town shall forward \$9 of each fee collected to the North Carolina Licensing Board for General Contractors. The town shall retain \$1 of each fee collected.
3. Moving Buildings. The permit fee for moving buildings shall be \$70.00
4. Time Limitation on Validity of Permits. All permits issued under this section shall expire by limitation six months after the date of issuance if the work authorized by the permit has not been commenced. If, after commencement, the work is discontinued for a period of 12 months, the permit shall immediately expire. No work authorized by any permit which has expired, shall be performed until a new permit has been secured.
5. Changes in Work After Issuance of Permit. After a permit has been issued, changes or deviations from the terms of the application and permit, or changes or deviations from the plans or specifications involving any work under the jurisdiction of this section or of any regulatory code, shall not be made until specific written approval of such changes or deviations had been obtained from the appropriate inspector.
6. Construction Starting Prior to Issuance of a Permit. If any construction is started prior to the issuance of a permit, then the permit fee shall be double the regular permit fee.
7. Minimum Fee. The minimum fee for any building permit is \$70.00.

INSULATION PERMIT FEES

In Terms of Total Cost:

\$ 1 - 10,000	\$70.00
10,001 - 15,000	\$95.00
15,001 - 20,000	\$120.00
20,001 - 30,000	\$145.00
30,001 - 50,000	\$170.00
50,001 - 75,000	\$195.00
Extra Inspections	\$70.00

Note: The fee entitles the contractor or applicant to the necessary rough-in inspections and one final inspection. Inspection trips made necessary through the failure of any person, firm, or corporation in charge of work to give specific locations of work to be inspected or failure to install work according to code regulations are hereby designated as extra inspections.

1. Insulation. The fee shall be based on the total cost of the insulation job. Including new and existing structures, according to the above fee schedule.
2. Minimum Fee. The minimum fee for any insulation permit is **\$70.00**.

PLUMBING PERMIT FEES

Fixtures – Each Trapped Fixture and Water Heater	\$6.00
Sewer Connections – Each Building, House Sewer or Sewer Tap (Public or Private)	\$20.00
Temporary Water	\$40.00
Water Piping – Each Water Service Pipe or Water Tap (Public or Private)	\$20.00
Lift Stations	\$20.00
Sprinkler System – Base Fee	\$30.00
Sprinkler Riser	\$20.00
Standpipe Riser	\$20.00
Sprinkler Heads (Residential Only)	\$2.00
Backflow Devices	\$10.00
Interceptors/Separators	\$20.00
Ant Siphon Device	\$20.00
Extra Inspections	\$70.00

Note: The above fees entitle the contractor or applicant to the necessary rough-in inspections and one final inspection. Inspection trips made necessary through the failure of any person, firm, or corporation in charge of work to give specific location of work to be inspected or failure to install work according to code regulations are hereby designated as extra plumbing inspections.

1. Minimum Fee. The minimum fee for any plumbing permit is \$70.00.
2. Sprinkler Permits. The minimum fee for any sprinkler permit is \$70.00.

MECHANICAL PERMIT FEES

In Terms of BTU's (per unit):

Up to 250,000	\$40.00
250,001 – 1,000,000	\$45.00
1,000,001 – 2,500,000	\$50.00
2,500,001 – 4,000,000	\$55.00
4,000,001 – 5,000,000	\$60.00
5,000,001 – and over	\$95.00
Extra Inspections	\$70.00

Note: One kilowatt equals 3,410 BTU's.

1. Heating Systems. Heating system permit fees shall be in accordance with the following fee schedule for the installation or replacement of the following types of heating equipment, based on BTU input of each unit: Oil, gas, and electrical furnaces; boilers; conversion burners; heat exchanger; and hot water systems.

In Terms of HP or Tons (per unit):

Up to and including 5	\$40.00
Over 5 through 7 ½	\$45.00
Over 7 ½ through 10	\$50.00
Over 10 through 15	\$55.00
Over 15 through 20	\$60.00
Over 20	\$65.00
Extra Inspections	\$70.00

Note: One ton equals one horsepower; One ton equals 12,000 BTU's.

2. Central Air Conditioning Systems and Refrigeration. Permits shall be in accordance with the above fee schedule for the installation or replacement of air conditioning systems based on the horsepower rating or tons of each unit.

3. Heat Pumps. Permit fees for installation or replacement of this type of unit shall be in accordance with subsection (2), provided that the heating and cooling equipment is in the same enclosure (factory assembled and approved). However, if the system is split (contained in separate enclosures), permit fees shall be in accordance with subsection (1) for heating and subsection (2) for cooling.
4. Heat Producing Equipment. Permit fees for the installation or replacement of heat producing equipment, including but not limited to floor furnaces, space units, or wall heaters, prefabricated fireplaces, fireplace inserts, decoration gas appliances, and wood stoves shall be \$40.00 each.

Fire Damper/Fire Curtain	\$4.00
Exhaust Fans	\$10.00
Ventilation Fans	\$10.00
Water Heater	\$10.00
Duct New or Replacement – Per Run	\$6.00
Hoods and Canopies	\$40.00
Refrigeration Piping	\$35.00
Extra Inspections	\$70.00

GAS PIPING PERMIT FEES

Gas Piping	\$40.00
Each Appliance or Fixture	\$10.00
Extra Inspections	\$70.00

5. Minimum Fee. The minimum fee for any mechanical permit is \$70.00.

Note: The above fees entitle the contractor or applicant to the necessary rough-in inspections and one final inspection. Inspection trips made necessary through the failure of any person, firm, or corporation in charge of work to give specific location of work to be inspected or failure to install work according to code regulations are hereby designated as extra mechanical inspections.

ELECTRICAL PERMIT FEES SERVICE (OVERHEAD OR UNDERGROUND)

Commercial – Thru 400 Amperes	\$60.00
Commercial – Over 400 Amperes	\$85.00
Residential – 1 and 2 Family	\$40.00
Temporary Pole and all Others	\$40.00
Furnaces - Electric, Oil or Gas – Each	\$10.00

Smoke Detector or Alarms (per initiating device)	\$2.00
Exhaust Fans - Bathroom	\$10.00
Grease Hood – Kitchen	\$40.00
Ventilation Fans	\$8.00
Lift Station	\$8.00
Sign	\$8.00
Branch Circuit	\$8.00
Meter Base Replacement	\$8.00
Sub Panel Replacement	\$8.00
Feeder Replacement	\$8.00
Service Entrance Replacement	\$8.00
Office Trailer Services	\$45.00
Generator	\$30.00
Solar Equipment	\$40.00
Solar Panels	\$4.00 per panel
Extra Inspections	\$70.00

CENTRAL AIR CONDITIONING AND/OR HEAT PUMP

In Terms of Tons or Hp:

Up To and Including 5	\$10.00
Over 5 Through 10	\$15.00
Over 10 Through 20	\$20.00
Over 20 Through 50	\$25.00
Over 50	\$30.00
Extra Inspections	\$70.00

Electric Baseboard Heat and Ceiling Heat..... \$10.00

MOTORS

Up To and Including 1HP	\$10.00
Over 1HP Through 10HP	\$15.00
Over 10HP Through 20HP	\$20.00
Over 20HP Through 50HP	\$25.00
Over 50HP	\$30.00
Extra Inspections	\$70.00

1. Electrical Systems. Electrical permit fees shall be in accordance with the above fee schedules.
2. Appliances and Equipment. For ranges, counter-top units, wall-mounted ovens, hot water heaters, boosters, dishwasher, disposals, dryers, window air conditioners, grills, deep fat fryers, warmers, steam tables, ice makers, x-ray machines, electric welders, or any other appliance not listed above which is on an individual circuit shall be \$10.00 each.
3. Mobile Home Service-(Mobile Home Permit is a blanket permit that covers, setup, electrical (w/existing t-pole), mechanical, and plumbing.)
4. Minimum Fee. The minimum fee for any electrical permit is **\$70.00**.

UNDER GROUND STORAGE TANKS

Installations – Per Tank	\$100.00
Removal – Per Tank	\$100.00
Extra Inspections	\$70.00

ABOVE GROUND STORAGE TANKS

Installations – Per Tank	\$100.00
Removal – Per Tank	\$100.00
Extra Inspections	\$70.00

MISCELLANEOUS INSPECTION FEES

Replacement Permit Cards	\$5.00
Replacement Certificate of Occupancy	\$5.00
Plan Review Resubmittal Fee – Per Trade	\$50.00

BUILDING PLAN REVIEW

Plan Review including the Re-review Fee is \$200.00 and is non-refundable for construction up to \$20,000 (Including Residential and Commercial).

Plan Review including the Re-review is \$300.00 and is non-refundable for construction over \$20,000 (Including Residential and Commercial).

New accessory structures with a total cost of construction less than \$20,000 are exempt from Plan Review Fees.

TECHNOLOGY FEE

Each building permit will be assessed a \$5.00 technology fee which is non-refundable.

REFUND POLICY

When requested, a refund will be issued (less a \$70.00 processing fee) for any permit which has not expired and the construction has not been started.

Permit fees entitle the contractor to the initial and one follow-up inspection.

All Inspections beyond the second inspection are subject to a \$70.00 Re-Inspection Fee and will double for all inspections beyond the third inspection. (Example. 3rd inspection = \$70.00, 4th inspection = \$140.00, 5th inspection = \$280.00, etc.) The doubling of the fee will apply only for previously identified conditions.

Code Enforcement Fees:

Donation Box Annual Permit Renewal	\$ 100.00
Administration Fee (Abatement Actions)	\$ 200.00
Nuisance Citation	\$ 100.00
(Per Day for each and every day (Per Ordinance Sec. 16-175))	

Fire Department Schedule of Fees

HAZARDOUS MATERIAL EMERGENCY AND SPECIAL RESPONSE EVENTS.

Equipment:

Brush Unit Response.....	\$75.00 per hour
Command Unit.....	\$75.00 per hour
Engine Company Response	\$175.00 per hour
Hazardous Materials Unit.....	\$175.00 per hour
Pumper/Tanker Response	\$175.00 per hour
Rescue/Service Response.....	\$125.00 per hour
Support Vehicle Response.....	\$75.00 per hour
Truck Company Response	\$175.00 per hour
Decontamination Unit	\$355.00 per hour
Materials, Equipment and Long Distance Replacement Cost Recall Personnel Time and Half of the hourly salary of recalled personnel	

Personnel:

Chief of Department.....	\$30.50 per hour
Assistant Chief.....	\$ 26.50 per hour
Battalion Fire Chief.....	\$ 21.50 per hour
Fire Captain.....	\$ 16.50 per hour
Fire Lieutenant	\$ 15.50 per hour
Master Firefighter.....	\$ 12.50 per hour
Firefighter.....	\$ 11.50 per hour
Fire Watch.....	\$ 25.00 per hour

FIRE INSPECTIONS.

Annual Inspections	Up to 2,500 sq. ft.	\$100
	2,501 - 10,000 sq. ft	\$125
	10,001 - 50,000 sq. ft.	\$175
	50,001 - 100,000 sq. ft	\$225
	100,001 - 150,000 sq. ft	\$250
	150,001 - 200,000 sq. ft.	\$325
	Over 200,000 sq. ft.	\$375
Apartment/Townhouse	1-10 Units	\$100
	11-20 Units	\$125
	21-40 Units	\$150
	41-100 Units	\$175
	101-200 Units	\$225
	201-300 Units	\$275
	301-400 Units	\$325
	401-500 Units	\$375
Over 500 Units	\$425	

Re-inspection fee	\$125.00 per visit*
Amusement Buildings	\$100.00 per visit
Carnival and fair	\$100.00 per visit
Circus tent	\$275.00
Covered mall bldg. Displays	\$100.00 per visit
Exhibits/trade show	\$100.00 per visit
Final Inspection (excludes const. permits)	\$75.00
LP or gas equip. in assemble	\$100.00 per visit

*If violations are found on the initial inspection, the first re-inspection is provided at no charge. Any outstanding violations that are not repaired after the 1st re-inspection are subject to re-inspection fees.

FIRE DEPARTMENT SERVICES.

Burn Fee	\$ 1,000.00
False Alarm	
1 st thru 3 rd Calls	\$ 0.00
4 th Call	\$ 500.00 Each
Subsequent Call	\$ 1,000.00

False Alarm fees are based on the number of calls that occur in a calendar year. False alarms, also called nuisance alarms, are the deceptive or erroneous report of an emergency, causing unnecessary panic and/or bringing resources (such as emergency services) to a place where they are not needed.

EXIT VIOLATIONS.

1 st Offense	\$ 500.00 per door
2 nd Offense	\$1,000.00 per door

Subsequent offense \$1,000 per door – exit violation fees are based on the number of exit violations that occur in a calendar year.

OPERATIONAL PERMITS.

A Fire Permit allows the applicant to conduct an operation of a business for which a permit is required by the NC Fire Prevention Code. The prescribed duration of the operational permit is the same as the frequency of the state mandated fire inspection schedule for the given type of occupancy.

Description	Permit
Aerosol Products	\$40.00
Amusement Buildings	\$40.00
Aviation Facilities	\$40.00

Carnivals and Fairs	\$40.00
Cellulose Nitrate Film	\$40.00
Combustible Dust Producing Operations	\$40.00
Combustible Fibers	\$40.00
Compressed Gases	\$40.00
Covered Mall Buildings	\$40.00
Cryogenic Fluids	\$40.00
Cutting and Welding	\$40.00
Dry Cleaning Plants	\$40.00
Exhibits or Trade Shows	\$40.00
Explosives - Blasting/Storage	\$40.00
Fire Hydrants and Valves	\$40.00
Flammable Combustible Liquids	\$40.00
Floor Finishing	\$40.00
Fruit and Crop Ripening	\$40.00
Fumigation/Thermal Insecticide Fogging	\$40.00

Hazardous Materials	\$40.00
HPM Facilities	\$40.00
High Piled Combustibles	\$40.00
Hot Work Operations	\$40.00
Industrial Ovens	\$40.00
Lumber Yard and Woodworking Plants	\$40.00
Fueled Auto or Equipment Assembly Buildings	\$40.00
LP Gas	\$40.00
Magnesium	\$40.00
Miscellaneous Combustible Storage	\$40.00
Open Burning	\$40.00
Open Flames or Torches	\$40.00
Open Flames or Candles	\$40.00
Organic Coatings	\$40.00
Places of Assembly	\$40.00
Private Fire Hydrants	\$40.00
Pyrotechnic Special Effects Materials	\$40.00
Pyroxylin Plastics	\$40.00
Refrigeration Equipment	\$40.00
Repair Garages and Service Stations	\$40.00
Rooftop Heliports	\$40.00
Spraying or Dipping	\$40.00
Storage of Scrap Tires and Tire Byproducts	\$40.00
Temporary Membrane Structures, Tents/Canopies	\$40.00
Tire-Rebuilding Plants	\$40.00
Waste Handling	\$40.00
Wood Products	\$40.00

CONSTRUCTION PERMITS. (No Final Inspection Fee for construction permits)

Description	Permit	Re- Inspection	Additional Inspection
Automatic Fire Sprinkler/Extinguish System	\$150.00	\$0.00	\$100.00
Battery Systems	\$150.00	\$0.00	\$100.00
Compress Gases	\$150.00	\$0.00	\$100.00
Cryogenic Fluids	\$150.00	\$0.00	\$100.00
Fire Alarm & Detection System & Related Equipment	\$150.00	\$0.00	\$100.00
Fire Pump & Related Equipment	\$150.00	\$0.00	\$100.00
Flammable & Combustibles	\$150.00	\$0.00	\$100.00
Hazardous Materials	\$150.00	\$0.00	\$100.00
Industrial Ovens	\$150.00	\$0.00	\$100.00
Private Fire Hydrants	\$150.00	\$0.00	\$100.00
Spraying & Dipping	\$150.00	\$0.00	\$100.00
Stand Pipe Systems	\$150.00	\$0.00	\$100.00
Tank Install/Removal/Piping	\$150.00 per tank	\$0.00	\$100.00
Temporary Membrane Structures, Tents & Canopies	\$150.00	\$0.00	\$100.00

Plan Review Fees:

Plans up to 5,000 square feet	\$100.00
Plans 5,001 to 10,000 square feet	\$150.00
Plans 10,001 to 25,000 square feet	\$200.00
Plans 25,001 and over	\$250.00
Site Plan Review	\$75.00
Fire Alarm & Detection System & Related Equipment	\$50.00 + \$2.00 per initiating device
Automatic Fire Sprinkler/Extinguish System	\$50.00 + \$2.00 per head/nozzles

VIOLATIONS.

Category I Violation. A Category I violation is any violation of the Fire Prevention Ordinance which causes a fire resulting in damage to property or personal injury; which is a contributing factor to a fire resulting in damage to property or personal injury; or which aggravates the damage to property or personal injury caused by the fire; provided that the kindling of a bonfire or outdoor rubbish fire in violation of Section 5 of Volume V of the Fire Code Prevention Code is not a Category I violation if the fire does not spread or cause personal injury or damage to property other than the bonfire material or outdoor rubbish being burned. The civil penalty for a Category I violation\$1000.00

Category II Violation. A Category II violation are Life Safety violations of North Carolina Fire Prevention Code and Section 18-2 of the Town of Spring Lake Code of Ordinance. The civil penalty for a Category II Violation\$500.00

Category III Violation. A Category III violation is a failure to obtain required construction permits under the North Carolina Fire Prevention Code and section 18-28 of the Town of Spring Lake Code of Ordinances. The civil penalty for a Category III violation.....\$250.00

Category IV Violation. A Category IV violation is the failure to obtain a valid operational permit under the North Carolina Fire Prevention Code and section 18-28 of the Town of Spring Lake Code of Ordinances. The civil penalty for a Category IV violation.....\$150.00

Category V Violation. A Category V violation is open burning of materials without a valid permit required by the North Carolina Fire Prevention code and section 18-25 of the Town of Spring Lake Code of Ordinances and materials not authorized under the valid permit. This civil penalty for a Category V violation.....\$125.00

Category VI Violation A Category VI violation is any violation of the Fire Prevention Ordinance, which is not coincidentally a Category I, II, III, IV, or V violation. The civil penalty for a Category VI violation.....\$100.00

Miscellaneous Schedule of Fees

Administrative fee	\$ 25.00
Convenience fee	\$ 1.50 per online transaction
Copies of Non Public Records	\$ 0.25 per page
Copies of Public Records	
Black and White	
8.5 x 11	\$ 0.25
8.5 x 14	\$ 0.30
11 x 17	\$ 0.50
Color	
8.5 x 11	\$ 0.30
8.5 x 14	\$ 0.35
11 x 17	\$ 0.55
Employee/Retiree Medical Insurance Contribution information beginning at \$40/month and up	As stated in the open enrollment benefit
Employee Mileage Reimbursement	Current IRS Mileage Reimbursement Rate
Employee Meals	Current GSA Rate – Per Diem
Motor Vehicle Tax-NCGS §20-97(b)	\$5.00
Returned Check Fee	\$35.00
Tax Rate	\$0.65 per \$100 of valuation
Cumberland Parks and Recreation Interlocal Agreement	\$0.05 per \$100 of valuation
Engraved Brick for Veterans Memorial Park (N. Main St/Ruth St.)	Vendor Price
Business Registration Fee	\$ 25.00
Special Event Permit	\$ 100.00

Planning Department Schedule of Fees

Map Fees: Bond Paper\$

8 ½ x 11	\$5.00
11 x 17	\$10.00
17 x 22	\$10.00
22 x 34	\$30.00
34 x 44	\$30.00
28 x 40	\$30.00

Sign Permit: \$70.00

Technology Fee – Each sign permit will be assessed a \$5.00 technology fee, which is non-refundable

Site Inspection Fee \$ 25.00 (Commercial)

Site Reinspection Fee \$ 25.00 (Commercial)

Site Plan Review Fee (Civil Drawings):

New Residential- One and two family dwellings \$200.00

All Subdivision; Group developments; All Commercial Developments \$500.00 -

*Individual residential plot plans are exempt due to the lots are reviewed within the subdivision review.

Yard Sale Permit \$10.00

Zoning Permit \$40.00

(Commercial Zoning Permits are issued per tenant and Residential Zoning Permits are issued per building.) Inspections beyond the third inspection are subject to \$40.00 re-inspection fees.

Zoning Verification Letter Request \$ 30.00

Zoning Violation \$ 50.00

Per day (Per Ordinance Sec. 42-371)

Driveway Permits (Commercial & Industrial) \$ 50.00

Police Department Schedule of Fees

CITATIONS.

Parking Cars on Street – For Sale. Having parked said vehicle on the street for the principal purpose of displaying same for sale.....\$25.00

Parking Cars on Street – Repairing/Washing. Having parked said vehicle on the street for the principal purpose of repairing same\$25.00

Parking Cars on Street – Advertising. Having parked said vehicle on the street for the principal purpose of advertising..... \$25.00

Parking on Sidewalk. Having parked said vehicle on a sidewalk at a given location\$25.00

Parking Near a Fire Hydrant. Having parked said vehicle within fifteen (15) feet of a fire hydrant\$25.00

Parking on Crosswalk. Having parked said vehicle on a crosswalk\$25.00

Parking Near Entrance to Fire Station. Having parked within twenty (20) feet of the driveway entrance to the Town of Spring Lake Fire Department or having parked within seventy-five (75) feet on the opposite side of the street of the entrance to the Fire Department\$25.00

Double Parking. Having parked or stopped said vehicle upon the street alongside of another vehicle that was parked or stopped at the edge or curb of the street\$25.00

Parking Against Signs. Having parked said vehicle where official signs prohibit parking\$25.00

Parking in Fire Lane. Having parked and left unattended by a licensed driver a vehicle within a fire lane.....\$25.00

Parking of Trailers Prohibited. Having parked said vehicle on the street for the principal purpose of storage of the trailer or transferring merchandise from the trailer to a building or vehicle\$25.00

Turning Against Signs – U/Right/Left Turns. Having disobeyed the directions of the traffic sign when the authorized makers, buttons, or other were dually erected\$25.00

Clinging to Vehicle Prohibited. Having attached himself/herself to the said vehicle when the vehicle was still in motion.....\$25.00

Boarding or Alighting from Moving Vehicle. Having boarded or alighted from the said vehicle while the vehicle was in motion.....\$25.00

Passengers to Remain Inside Vehicle. Having allowed a part of the body to protrude beyond the limits of the vehicle.....	\$25.00
Riding Bicycle on Sidewalk. Having operated a bicycle upon a sidewalk within the business district	\$25.00
Riding Bicycle on Sidewalk (15 or older). Having operated a bicycle on a sidewalk	\$25.00
Lamps on Bicycle. Having operated a bicycle at nighttime without having a lamp on the front and a red reflector on the rear.....	\$25.00
Bicycles Passengers – More Than Designed For. Having operated a bicycle carrying more persons at one time than the number for which it was designed and equipped for.....	\$25.00
Blocking Firefighting Apparatus. Having blocked a firefighting apparatus or other similar equipment from its source of supply.....	\$25.00
Urinating in Public. Having urinated on a street, lot, or premises of a public place	\$25.00
Littering. Having thrown or deposited upon a location an article of waste.....	\$100.00
Littering from a Vehicle. Having thrown or deposited litter upon a location while in a Vehicle	\$50.00
Loud Noises by Animals. Having harbored or kept an animal which was disturbing the peace by making loud noises.	\$50.00
Loud Music. Having intentionally caused a public disturbance at a location by making a disturbance intended and plainly causing a breach of the peace	\$50.00
Loud Music at Stores. Having intentionally caused a public disturbance at a location by making a disturbance for the purpose of attracting attention to a performance, show, sale, or display of merchandise	\$50.00
Being in Parks After the Hours of Darkness. Having appeared in a park after the hours of darkness. .	\$25.00
No Privilege License. Having engaged in a business within the Town limits without obtaining a privilege license from the Tax Collector.....	\$25.00
Parking in Reserved Parking Spaces. Having parked a vehicle in a space designated reserved parking between a certain period of time in the Town of Spring Lake Governmental Complex....	\$25.00

- Begging.** Having engaged in the act of begging in a public place or on a public street\$25.00
- Taxicab – Owner.** Having operated a taxicab within the Town limits without a certificate of public convenience from the Town.....\$25.00
- Taxicab – Operator.** Having operated a taxicab within the Town without obtaining a taxicab driver’s permit from the Town.\$25.00
- Taxicab Transporting Alcoholic Beverages or Drugs.** Having operated a taxi which was transporting spirituous liquor, vinous, or malt liquor or any narcotics drugs\$50.00
- Taxi Cruising Fire lanes Prohibited.** Having operated a taxi in the fire limits in search of passengers while the taxi was unoccupied\$50.00
- Number of Passengers in Taxi.** Having operated a taxi with an unlawful number of passengers\$50.00
- Use of Profanity.** Having used profane language in a loud and boisterous manner at a public place or road within the hearing of two or more person\$25.00
- Yard Sale Permit.** Having conducted a yard sale at a location within the Town limits without obtaining a permit from the Town of Spring Lake Inspection Department..... \$50.00
- Curfew Violation.** Having allowed, permitted, encouraged, or abetted, a minor to remain at a public place between 11:00 p.m. and 5:00 a.m. on Sunday through Friday or 12:00 a.m. and 5:00 a.m. Saturday through Sunday\$50.00
- Assembly on Sidewalk or Street.** Having assembled so as to obstruct the sidewalk or street at a location and the having failed to disperse when commanded to do so by an officer.....\$50.00
- Moving Buildings or Trailers.** Having failed to obtain a permit from the Town of Spring Lake Building Inspector to move a building or trailer.....\$50.00
- Panhandling.** Having, repeatedly and in a threatening fashion, beckoned to stop or attempted to stop passersby to demonstrate a specific intent to induce, solicit, or procure from another goods or money without first obtaining a permit from the Police Department\$50.00
- Seasonal Merchant.** Having engaged in the business of selling seasonal merchandise, without an established retail store in the town, by transporting an inventory of goods to a building, vacant lot, or other location in the town and who, at that location, displays the goods for sale and sells the goods at retail or offers the goods for sale at retail” without first obtaining a permit from the Police Department\$50.00
- Leash Law.** Having allowed an animal to leave the premise of the person maintaining the animal to run at large within the Town limits without having the animal under physical or verbal restraint\$25.00

Loud/Barking Animals. Having an animal that continuously or frequently howls, barks, meows, squawks, or makes other noises which creates excessive and unnecessary noise across property lines\$50.00

Cruelty of Animals. Having been cruel to an animal by such means as overload, wound, injure, torture, torment, deprive of necessary sustenance, cruelly beat, needlessly mutilate, or kill \$50.00

Abandonment of Animals. Having ownership of any animal and willfully and without justification abandoned the animal \$50.00

Rabies Vaccination. Having failed to have a dog or cat which is four (4) months of age to be vaccinated against rabies.....\$25.00

Rabies Tag. Having failed to have a dog or cat wear the required rabies tag at all times\$25.00

Discharging of Weapon in Town Limits. Having discharged a weapon within the Town limits \$100.00

TAXICAB CERTIFICATES.

The owner or operator of each taxicab shall obtain a certificate to operate a vehicle within the Town limits. Per vehicle, per year.....\$17.50

The operator or driver of each taxicab shall obtain a permit from the Police Department to operate a vehicle within the corporate limits of the Town. Per vehicle, per year\$10.00

WRECKER FEES.

The owner of wrecker service shall be charged for each vehicle that they are called to pick up during their rotation for the Town. Per vehicle\$5.00

MISCELLANEOUS PERMIT FEES

Peddler. Engaging in the business of traveling from place to place with an inventory of goods, selling the goods at retail or offering the goods for sale at retail, and delivering the identical goods that are carried with the person Prior approval by the Police Department must be obtained..... \$15.00
G.S. 160A-211

Beggar. Engaging in the act of begging in a public place or on a public street.\$15.00

Seasonal Merchant. Engaging in the business of seasonal merchant as defined as a “merchant, other than a merchant with an established retail store in the town who transports an inventory of goods to a building, vacant lot, or other location in the town and who, at that location, displays the goods for sale and sells the goods at retail or offers the goods for sale at retail”. Any merchant who sells goods, other than farm products, in the town for less than six consecutive months is considered a seasonal merchant unless he stopped selling goods because of his death or disablement, the insolvency of his business, or destruction of his inventory by fire or other catastrophe. Prior approval by the Police Department must be obtained.....\$15.00

Special Events: Parade & Demonstrations etc.

Personnel:

Chief of Department.....	\$ 30.50 per hour
Lieutenant.....	\$ 26.50 per hour
Sergeant.....	\$ 24.50 per hour
Detective... ..	\$ 22.50 per hour
Officer... ..	\$ 20.50 per hour

Sanitation Schedule of Fees

RESIDENTIAL

Solid Waste Availability Fee \$ 307.00 annually

COMMERCIAL/MOBILE HOME PARKS

Solid Waste Collection Fee \$ 307.00 annually
(LIMITED 1 GARBAGE AND 1 RECYCLING RECEPTABLE) no Bulk Pick-up.

Administrative Fee for Quarterly Payments \$ 5.00 per quarter

Owners of improved residential property will be assessed the Solid Waste Availability Fee on per residential unit, per container unit basis.

The residential solid waste availability fee shall be billed on an annual basis and shall be payable in the same manner as ad valorem property taxes. Upon non-payment of the residential solid waste availability fee, the fee assessed herein may be collected in the manner by which delinquent ad valorem property taxes are collected.

The commercial solid waste collection fee shall be billed on an annual basis and shall be payable by the tenth day of July. If not paid by the twentieth day of July, service will be discontinued until payment is made in full. Commercial solid waste customers may elect to pay for services on a quarterly basis. If that choice is made, the fee will be due by the tenth day of the first month of each quarter. If not paid in full by the twentieth day of the first month of each quarter, then service will be discontinued until payment is made in full. An administrative fee will be assessed for the convenience of paying quarterly.

Non-Participant Bulk Collection Fee

Minimum Charge (2 hours) \$ 345.00

Half Day \$ 690.00

Full Day \$ 1,380.00

This fee will apply to individuals or corporations who do not currently participate in the Town's solid waste collection program and are not paying the annual solid waste collection fee. Each job will be assessed a minimum charge (2 hours) that is payable in advance. Individuals requesting this service shall be required to complete an application for service with the Revenue Collection Division. Upon making payment to the Revenue Collection Division, a work order will be completed and forwarded to the Sanitation Department for inclusion in their weekly collection route. Should the job require more than two hours, the individual or corporations shall be billed for the additional charges. Charges will not be prorated. If a job takes more than two hours but less than a half day, the half day charge will apply. Conversely, if a job takes more than a half day, the full day charge will apply. No collections will be scheduled until the minimum fee is paid. The Town will utilize any and all collection methods available to them to collect any debt owed from this service, to include the NC Debt Set-Off Program.

Storm Water Schedule of Fees

STORM WATER FEES.

Storm water fees are based on the square footage of impervious surface in a structure and are calculated according to the equivalent residential unit (ERU) of the structure.

Residential Units	\$ 2.75 per ERU
Commercial Unit	\$ 3.75 per ERU

STORM WATER PERMIT FEES AND INSPECTION FEES.

Effective June 11, 2007, Storm water permits and annual inspections are required for all new development. Storm water permit fees include the submission of the Storm water permit and the plan review for each new development. Property owners or other responsible parties will ensure that an annual inspection is performed. If a property owner fails to obtain an annual inspection, the Town will inspect the property and the property owner will be responsible for the inspection fee.

Type of Development/Activity	Ultimate Disturbance	Standard Fee
Residential/Non-Residential	Less than one (1) acre	Exempt – No Fee
Residential/Non-Residential	Over one (1) acre and less than 24% built upon area	Exempt – No Fee
Residential (multi or single family) and Non-Residential	Over one (1) acre and over 24% built upon area	\$250 Permit Fee
Annual Inspection of Structural Best Management Practice (BMP)	Each	\$500
Re-inspection of Structural Best Management Practice (BMP)	Each	\$500

REFUNDS.

Property owners or any other responsible party may request a refund for any Storm water permit fees that have been submitted on their behalf within thirty (30) days of the submission of the permit and remittance of the fee.

Water and Sewer Schedule of Fees

ADJUSTMENT POLICY.

When requested, leak and break adjustments may be granted. Customers are allowed adjustments to utility bills once per calendar year and may be granted by the revenue supervisor. Additional adjustment requests shall only be authorized by the town manager upon a review of the customer's account and the circumstances surrounding the adjustment request. The town may refuse to make adjustments if the property owner does not take appropriate actions to correct plumbing problems or has reoccurring plumbing problems. You must provide the Town with a statement of repair from a plumber. In the event that the resident or landlord repairs the leak, a receipt showing the purchase of plumbing supplies and a statement from the individual who actually made the repair must be provided to the Town.

DELINQUENT ACCOUNT POLICY.

Meters are read and bills are calculated on a monthly basis. Billings are mailed by the third day of each month. Account balances are due and payable on the tenth (10th) day of the month.

An account is considered delinquent if payment is not received by the due date. If account balances are not paid by the close of business on the eighteenth (18th) day of the month, a \$25.00 late fee may be assessed to each account. In the instance the due date occurs on a weekend day or holiday, the late fee will be applied after close of business on the following business day. Payments received after this time, whether in person, by mail, or in the drop-box will still be deemed past due.

If account balance remains unpaid following the close of business on the twenty-fifth (25th) day of the month, service is subject to be disconnected. Accounts with a balance of twelve dollars and fifty cents (\$12.50) or less will not be subject to disconnection. See the Town's Ordinance on delinquency for more information. The reconnect fee and account balance must be paid in full before service is reconnected.

The Department may attempt a call using our automated notification system to a home number provided by the customer alerting the customer as to the planned date of disconnection. It is the responsibility of the account holder to ensure that all information, including telephone numbers, is accurate and current.

RETURNED CHECK POLICY.

In the event that the Town receives a return check on an account, the return check fee of \$35.00 will be added to the account. Should the account remain unpaid on the eighteenth (18th) day of the month, or the account fall in delinquent status due to the return check, the account will be assessed a late fee and be subject to disconnection. Upon receipt of a returned check, the Town shall mail notification to the customer of the return, note the date that the customer must bring their account current, and the balance due on the account. If an account incurs three return checks, the account shall be placed on a "cash only" status.

UTILITY DEPOSITS.

All customers shall submit an application for new utility service. Individual customers should present a valid identification and social security card. Individual deposits are refundable and will transfer from a location within the Town’s jurisdiction to another location within the Town’s jurisdiction. Once individual water service is terminated, the deposit will be applied to the individual customers account balance and any credit balance in excess of \$3.00 will be refunded to the individual customer. Any final bill with a balance due to the Town less than \$3.00 will not be billed to the individual customer.

The following tiers of deposits shall apply to residential utility accounts:

- Tier 1 \$ 50.00 Minimum deposit for homeowner
- Tier 2 \$ 100.00 Minimum deposit for renter

Managers of multiple residential units may request the establishment of corporate accounts. These accounts would be covered under a master deposit established by the management and will be based on the number of units under their direct control.

Deposit Type	Amount
Individual – Commercial	\$ 150.00
Corporate – 2 – 50 units	\$ 1,500.00
Corporate – 51 – 100 units	\$ 2,000.00
Corporate – 101 – 200 units	\$ 2,500.00
Corporate – 201 – 300 units	\$ 3,000.00
Corporate – 301 – 400 units	\$ 3,500.00
Corporate – 401 – 500 units	\$ 4,000.00

RATES.

Water is assessed a flat rate and is metered at the first gallon of usage. Sewer is assessed a flat rate and is metered at the first gallon of usage. Pursuant to the Water Sewer Ordinance the sewer flat rate is charged to those accounts that sewer is available. Rates for customers who reside outside the corporate limits of the Town of Spring Lake will be double. **Rates are per thousand gallons used.**

Water		FY 24
	Flat Fee	
Tier 1	0-3,000	\$ 7.67
Tier 2	3,001-6,000	\$ 8.63
Tier 3	6,001-9,000	\$ 9.59
Tier 4	9,001+	\$ 10.55

Sewer		FY 24
	Flat Fee	
Tier 1	0-3,000	\$ 7.39
Tier 2	3,001-6,000	\$ 8.30
Tier 3	6,001-9,000	\$ 8.94
Tier 4	9,001+	\$ 9.88

Water Bulk Rates:

Rates are per thousand gallons used.

Water Bulk	FY 24		
	Minimum Billing 750,000		
Tier 1	750,000-2,100,000		\$ 3.91
Tier 2	2,100,001+		\$ 4.17

Service Fees – Service fees are not refundable.

Cut On or Transfer Fee	\$ 20.00
Emergency Service/After Hours Fee	\$ 50.00
Illegal Cut On Fee (Tampering Fee)	\$ 100.00 plus the cost of any repair materials
Inspection Fee	Cost + 15%
Irrigation Meter Seasonal Cut Off	\$ 15.00
Late Penalty	\$ 25.00
Meter Test Fee	\$ 25.00
Reconnect Fee	\$ 25.00
Septic Hauler Fee	\$ 0.033 per gallon
Temporary Service Fee (<i>Maximum 30 days</i>)	\$ 25.00
Water Sample Test Fee	\$ Fee will be based on cost of test and will be provided prior to testing.

UTILITY CONNECTION FEES.

The fee structure for connecting onto the Town of Spring Lake utility system may include any of the following charges:

Tap Fees

Tap Fees allow the customer the opportunity to connect to the town’s water / sewer system. These fees cover the costs associates with installing a tap onto the town’s utility lines.

RESIDENTIAL

TAP FEES	Size	FY 24
Water	3/4" Fee	\$ 1,093.00
	1" Fee	\$ 1,202.00
Sewer	4" Fee	\$ 1,273.00
	6" Fee	\$ 1,970.00

Commercial water sewer taps are charged at cost. Please contact Spring Lake Water Department to obtain an estimate. Typical turnaround is 4-5 weeks for tap installation. The Developers may also contract with a licensed utility contractor to install water and sewer taps in accordance with the Town of Spring Lake standards and specifications.

System Development Fees

Residential (to include Mobile Homes):

1 Bedroom	\$ 350.00
2 Bedroom	\$ 500.00
3 Bedroom	\$ 625.00
Additional Bedrooms Add	\$ 200.00 each

Commercial:

Multiplex / Apartment / Condominium / Townhouse / Hotel – Motel / Bed & Breakfast (and like buildings)

2 to 50 Bedrooms	\$ 200.00 per bedroom
51 to 100 Bedrooms	\$ 175.00 per bedroom
101 to 200 Bedrooms	\$ 150.00 per bedroom
201 + Bedrooms	\$ 125.00 per bedroom

Restaurants* (as defined by primary occupancy)

0 to 20 Seats	\$ 1,000.00
21 to 50 Seats	\$ 1,500.00
50 + Seats	\$ 2,000.00

*All other types (curb service / vending / etc) will be assessed by amount requested on Fast Track Flow Allocation request at the rate of \$2.50 per 120 gallons (covers both water and sewer).

Multi Use (retail outlets)

< 5000 square feet	\$ 100.00 / 1000 or any portion thereof
> 5000 but < 25000 square feet	\$ 90.00 / 1000 or any portion thereof
> 25000 square feet	\$ 75.00 / 1000 or any portion thereof

Factories

Based on projected full employment	\$ 75.00 per employee
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Laundries

\$ 50.00 per machine

Bars (as defined by primary occupancy)

Based on maximum allowable occupancy	\$ 50.00 per patron
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Camps (based on maximum occupancy)

With Central Bathhouse	\$ 25.00 each person
RV park	\$ 50.00 per space

Office space

Based on projected full employment	\$ 60.00 per employee
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Nursing Homes

\$ 200.00 per bedroom

Service Stations / Repair shops

\$ 250.00 per bay

Car Washes

With water re-use technology	\$ 100.00 per bay
Without water re-use technology	\$ 250.00 per bay

Swimming Pools / Aquatic Parks

Single Family (Water only fees – no sewer assessment)	
Under 10,000 gallons	\$ 25.00
10,001 to 20,000 gallons	\$ 50.00
Over 20,000 gallons	\$ 75.00

Multifamily / public (covers both water and sewer)		
Under 20,000 gallons	\$	50.00
20,001 to 30,000 gallons	\$	100.00
Over 30,000 gallons	\$	150.00

Private Schools / Training Facilities / Daycare
Based on maximum allowable occupancy \$ 25.00 per student

At the discretion of the Town of Spring Lake additional supporting documentation (such as actual flow / flow restriction devices / engineering reports) may be submitted to mitigate fees. Based on the information submitted to the Board, further determination may be considered as to a specific project or development.

If you are required to get a water and/or sewer extension permit from NC DENR the Town will require that you extend the service(s) to the boundaries of the property. If you choose to have the Town do this work it will be billed at current prices (quote upon request).

Tap fees are applied if the Town has (or will) install(ed) the service(s) to the property. If you connect to the existing service line at your own expense, no tap fee is assessed.

WATER AND SEWER (FINANCE)

Beer and Wine Licenses – Annual, from July 1 to June 30

Beer Dealers (Wholesale)	\$37.50	Set by State
Wine Dealers (Wholesale)	\$37.50	Set by State
Beer and Wine Dealers (Wholesale)	\$62.50	Set by State
Beer Dealers (retail, on premises)	\$15.00	Set by State
Beer Dealers (retail, off premises)	\$ 5.00	Set by State
Wine Dealers (retail, on premises)	\$15.00	Set by State
Wine Dealers (retail, off premises)	\$10.00	Set by State



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

**CLIFFSIDE SANITARY DISTRICT
BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2024
PRESENTED FOR ADOPTION ON JUNE 26, 2023**

BE IT ORDAINED BY THE by the North Carolina Local Government Commission acting in place of the Cliffside Sanitary District in Rutherford County, North Carolina pursuant to General Statute 159-181(c):

Section 1. The following amounts are hereby appropriated in the Cliffside Sanitary District Sewer Fund for the operation of the District and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Appropriations

Operations and Repairs **\$215,730**

Section 2. The following revenues are estimated to be available in the Cliffside Sanitary District Sewer Fund for the operation of the District and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Estimated Revenues:

Sewer Usage Fees (BRWA)	\$141,500
Current Year's District Property Taxes	7,800
County Contribution	1,430
Viable Utility Reserve Emergency Operating Grant Proceeds	<u>65,000</u>

Total Estimated Revenues **\$215,730**

Section 3: There is hereby levied a tax at the rate of eight cents (\$0.08) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed "Current Year's District Property Taxes" in the General Fund in Section 2 of this ordinance. The property value is listed as \$10,151,334. This rate is based on an estimated rate of collection of 96.06% The estimated rate of collection is based upon the estimated 2023 rate of collection as provided by the Rutherford County Tax Supervisor.



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 4. The Finance Officer or designee is hereby authorized to transfer appropriations as contained herein:

- a) Transfers between line-item appropriations within a department or function without limitations and without a report to the governing board being required.
- b) Transfers of up to \$5,000 between departments or functions, within the same fund. The finance officer must make an official report on such transfers at the next regular meeting of the governing board.

Section 5: The Secretary of the Local Government Commission and the Finance Officer are hereby authorized to (a) take any actions and to (b) execute and deliver any contract, agreement, and any other document on behalf of the Local Government Commission that may be necessary, appropriate or desirable for the purpose of collecting District receipts and expending appropriations from all funds.

Section 6: Copies of this Budget Ordinance shall be furnished to the Secretary of the Local Government Commission and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, **CERTIFY** that the foregoing is a true and correct copy of the budget ordinance adopted at a meeting of the North Carolina Local Government Commission duly called and held on June 26, 2023.

WITNESS my hand at Raleigh, this 26th day of June 2023.

Sharon Edmundson, Secretary of the
North Carolina Local Government Commission

NORTH CAROLINA
DEPARTMENT OF STATE TREASURER



Dale R. Folwell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

RESOLUTION ADOPTING A SEWER RATE AND FEE SCHEDULE FOR
THE CLIFFSIDE SANITARY DISTRICT
EFFECTIVE SEPTEMBER 1, 2023 FOR ALL CUSTOMER ACCOUNTS

WHEREAS, the Local Government Commission (the Commission) impounded the books and assumed full control of all financial affairs of the Cliffside Sanitary District (the "District") pursuant to Section 159-181(c) of the North Carolina General Statutes (N.C.G.S.); and

WHEREAS, under this action, the Commission is vested with all of the powers of the District governing board as to the levy of taxes, expenditure of money, adoption of budgets, and all other financial powers conferred upon the District governing board by law; and

WHEREAS, the Commission staff serves as staff to the Commission in its role as the governing body with the authority described above; and

WHEREAS, the Commission staff recommends the sewer rates and fees for customers of the District be set as documented in the attached rate schedule (Schedule) (Attachment A);

NOW THEREFORE, be it RESOLVED, the Commission adopts the attached Schedule and authorizes the Commission staff to bill customers of the District using the new rates, beginning September 1, 2023, with said rates remaining in effect until such time the Commission approves a different rate schedule; or the District is no longer under the control of the Commission for its financial affairs and the District has chosen a different rate schedule.

I, Sharon G. Edmundson, Secretary of the North Carolina Local Government Commission, DO HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the North Carolina Local Government Commission at its meeting held on June 26, 2023.

WITNESS my hand this 26th day of June 2023.

Handwritten signature of Sharon Edmundson in cursive script.

Sharon G. Edmundson, Secretary
North Carolina Local Government Commission

**CLIFFSIDE SANITARY DISTRICT
RATE STRUCTURE 2023-2024 FISCAL YEAR**

Residential, Industrial and Institutional Users:

Customer Type	Current Rate Effective July 1, 2022 through August 31, 2023	New Rate Effective September 1, 2023 (3% increase)
RESIDENTIAL		
301 3/4"	base charge, first 1,000 gal \$ 30.75	\$ 31.60
302 1"	base charge, first 1,000 gal \$ 54.00	\$ 55.60
	<u>volume/ month</u>	
	1,001-20,000 \$ 6.00	\$ 6.18
	All over 20,001 \$ 5.50	\$ 5.67
INDUSTRIAL		
304 Industrial	base charge, first 1,000 gal \$ 525.00	\$ 540.00
	<u>volume/ month</u>	
	1,001 - 250,000 \$ 10.50	\$ 10.80
	All over 250,001 \$ 7.75	\$ 8.00
INSTITUTIONAL		
305 Institutional	base charge, first 1,000 gal \$ 790.00	\$ 814.00
	<u>volume/ month</u>	
	1,001 - 250,000 \$ 13.15	\$ 13.50
	All over 250,001 \$ 10.50	\$ 10.80
306 Institutional	base charge, first 1,000 gal \$ 525.00	\$ 540.00
	<u>volume/ month</u>	
	1,001 - 250,000 \$ 13.15	\$ 13.55
	All over 250,001 \$ 10.50	\$ 10.80

**CLIFFSIDE SANITARY DISTRICT
FEE STRUCTURE 2023-2024 FISCAL YEAR**

Service Call:	8:00AM to 5:00PM	No Charge
	After 5:00PM, Weekends, Holidays	\$75
Return check or draft - re-deposit 1 time		\$15
Return check or draft - 2nd time		\$35
Sewer line tap inspection fee		\$500
Late payment of bill		9% or \$6 minimum
Remove or lock meter		\$50
Meter tampering		\$5,000 max
Meter test @customer request		First request free
		Second request within 12 months \$50
Meter Rereads @customer request		First request free
		Second and subsequent request (if no issues found) \$25

Note: Fees remain unchanged from prior rate and fee schedule effective July 1, 2022.

NORTH CAROLINA
DEPARTMENT OF STATE TREASURER



Dale R. Folwell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

**TOWN OF ROBERSONVILLE
BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2024
PRESENTED FOR ADOPTION ON JUNE 26, 2023**

BE IT ORDAINED BY THE by the North Carolina Local Government Commission acting in place of the Town of Robersonville, North Carolina pursuant to General Statute 159-181(c):

Section 1. The following amounts are hereby appropriated in the town's General Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Governing Board	\$22,745
General Government	370,464
Police	519,212
Fire	192,758
Rescue	295,662
Streets and Powell Bill	184,965
Parks and Recreation	11,850
Library	30,600
Debt Service	89,068
Contingency Appropriation	<u>67,000</u>
Total Appropriations	<u><u>\$ 1,784,324</u></u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 2. The following revenues are estimated to be available in the town's General Fund for the operation of the town and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Current Year's Real Property Taxes	\$532,626
Current Year's Motor Vehicle Taxes	74,000
Prior Year's Real Property Taxes	18,000
Penalties and Interest on Taxes	3,000
Fire District Taxes	109,075
Rescue Squad County	125,000
Franchise Taxes	115,000
Local Option Sales Tax	319,000
Payment In Lieu	17,000
Transfer from Electric Fund	60,173
Powell Bill Funds	55,000
Other Revenues	182,850
Interest on Investments	3,600
General Fund Appropriation	<u>170,000</u>
Total Revenues	<u>\$1,784,324</u>

Section 3. The following amounts are hereby appropriated in the town's Water Fund for the operation of the water utility for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Water Operations Department	\$479,500
Water Maintenance Department	124,000
Contingency	<u>5,000</u>
Total Appropriations	<u>\$608,500</u>

Section 4. The following revenues are estimated to be available in the town's Water Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Water Usage Charges	\$607,500
Taps and Connection Fees	<u>1,000</u>
Total Estimate Revenues	<u>\$608,500</u>



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

Section 5. The following amounts are hereby appropriated in the town's Sewer Fund for the operation of the sewer utility for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Sewer Operations Department	\$391,727
Sewer Maintenance Department	153,000
Debt Service	183,720
Contingency	<u>5,000</u>
Total Appropriations	<u>\$733,447</u>

Section 6. The following revenues are estimated to be available in the town's Sewer Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Sewer Usage Charges	\$726,000
Taps and Connection Fees	1,000
Other Revenue	<u>6,447</u>
Total Estimated Revenues	<u>\$733,447</u>

Section 7. The following amounts are hereby appropriated in the town's Electric Fund for the operation of the electric utility for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Electric Operations Department	\$2,349,282
Electric Maintenance Department	75,000
Debt Service	44,851
Transfer to General Fund	60,173
Contingency	<u>5,000</u>
	<u>\$2,534,306</u>

Section 8. The following revenues are estimated to be available in the town's Electric Fund for the operation of the electric utility for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Electric Usage Charges	\$2,522,306
Taps and Connection Fees	<u>12,000</u>
	<u>\$ 2,534,306</u>



Section 9: The Rate and Fee Schedule for the Town of Robersonville is periodically determined by the Town Council. The current rate schedule is included as a part of this budget ordinance.

Section 10: There is hereby levied a tax at the rate of seventy cents (\$0.70) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed "Current Year's Real Property Taxes" and "Current Year's Motor Vehicle Taxes" in the General Fund in Section 2 of this ordinance. The property value is listed as \$93,638,421. The estimated revenue is based on an estimated rate of collection on real and personal property taxes of 91.6%, and 100% on registered motor vehicles. The estimated rates of collection are based upon the estimated fiscal year 2022-2023 rate of collection as provided by Martin County.

Section 11. The Deputy Finance Officer or designee is hereby authorized to transfer appropriations as contained herein:

- a) Transfers between line-item appropriations within a department or function without limitations and without a report to the governing board being required.
- b) Transfers of up to \$5,000 between departments or functions, within the same fund. The finance officer must make an official report on such transfers at the next regular meeting of the governing board.
- c) All transfers between funds require prior approval by the governing board in an amendment to this budget ordinance.

Section 12: Salaries are set in accordance with the salary schedule July 1, 2023, adjustments to salaries that exceed 5% are not permitted without Governing Board approval. Adjustments to salaries of the town manager, finance officer and police chief, shall not be made without prior Governing Board approval.

Section 13: The Deputy Finance Officer or designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.

Section 14: The Secretary of the Local Government Commission and the Deputy Finance Officer or designee are hereby authorized to (a) take any actions and to (b) execute and deliver any contract, agreement, and any other document on behalf of the Local Government Commission that may be necessary, appropriate or desirable for the purpose of collecting Town receipts and expending appropriations from all funds.

Section 15: Copies of this Budget Ordinance shall be furnished to the Secretary of the Local Government Commission and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT
FINANCE DIVISION

SHARON EDMUNDSON
DEPUTY TREASURER

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, **CERTIFY** that the foregoing is a true and correct copy of the budget ordinance adopted at a meeting of the North Carolina Local Government Commission duly called and held on June 26, 2023.

WITNESS my hand, this the 26th day of June 2023.

Sharon Edmundson, Secretary of the
North Carolina Local Government Commission



LOCAL GOVERNMENT COMMISSION
STATE AND LOCAL GOVERNMENT FINANCE DIVISION
SHARON EDMUNDSON, DEPUTY TREASURER

RESOLUTION ADOPTING A RATES AND FEES SCHEDULE FOR
THE TOWN OF ROBERSONVILLE
EFFECTIVE JULY 1, 2023 FOR FISCAL YEAR 2024

WHEREAS, the Local Government Commission (the Commission) impounded the books and assumed full control of all financial affairs of the Town of Robersonville (the "Town") pursuant to Section 159-181(c) of the North Carolina General Statutes (N.C.G.S.); and

WHEREAS, under this action, the Commission is vested with all of the powers of the Town governing board as to the levy of taxes, expenditure of money, adoption of budgets, and all other financial powers conferred upon the Town governing board by law; and

WHEREAS, the Commission staff serves as staff to the Commission in its role as the governing body with the authority described above; and

WHEREAS, the Commission staff presents the rates and fees for customers of the Town be set as recommended by the Town Manager and documented in the attached rate schedule (Schedule) (Attachment A);

NOW THEREFORE, be it RESOLVED, the Commission adopts the attached Schedule and authorizes the Commission staff to bill customers of the Town using the new rates, beginning July 1, 2023, with said rates remaining in effect until such time the Commission approves a different rate schedule; or the Town is no longer under the control of the Commission for its financial affairs and the Town has chosen a different rate schedule.

I, Sharon G. Edmundson, Secretary of the North Carolina Local Government Commission, DO HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the North Carolina Local Government Commission at its meeting held on June 26, 2023.

WITNESS my hand this 26th day of June 2023.

Sharon Edmundson

Sharon G. Edmundson, Secretary
North Carolina Local Government Commission



TOWN OF ROBERSONVILLE
RATES AND FEE SCHEDULE
FY 2023-2024

Adopted June 26, 2023

Effective July 1, 2023

I: UTILITIES – ELECTRIC, WATER & SEWER RATES & FEES

SECTION 1: ELECTRIC, WATER & SEWER /CONNECTION & ASSESSMENT POLICY

The Town of Robersonville charges a base \$30 connection fee for addition to our electric, water and sewer system. The additional connection fees are those actual costs associated with making the connection itself including the meter and associated devices. This fee is dependent on the size of the lines. These fees are paid prior to the service being provided along with a security deposit as outlined in this schedule. Once service is connected and provided a base fee for service and usage fees prorated based on the amount of water used determines the amount billed monthly.

In-Town & Out of Town Base/Usage Rates

NOTE: Outside of town water and wastewater base and usage rates are charged at a different rate than in-town rates.

Connection Fees (Not Including Cost of Meter)

Can be done by licensed and insured utilities contractor hired and paid directly by customer. Must be inspected by the Town. Inspection fee of cost + 10% is required as outlined in Section 8 of the Fee Schedule. These connection fees apply to electric connections, water connections, sewer connections, hydrants as well as irrigation connections if applicable.

SECTION 2 - RESIDENTIAL & INDUSTRIAL WATER BASE/USAGE CHARGES

<u>Residential Water:</u>	<u>In-Town</u>	<u>Out of Town</u>
Base Fee	\$22.00	\$35.00
Usage charge	\$4.90/1000 gallons	\$8.35/1000 gallons

<u>Residential Sewer:</u>	<u>In-Town</u>	<u>Out of Town</u>
Base Fee	\$33.00	\$52.50
Usage charge	150% of water bill	150% of water bill

<u>Industrial Water:</u>	<u>In-Town</u>	<u>Out of Town</u>
Base Fee	\$25.00	\$25.00
Usage charge	\$3.50/1000 gallons	\$4.75/1000 gallons

<u>Industrial Sewer:</u>	<u>In-Town</u>	<u>Out of Town</u>
Base Fee	\$37.50	\$37.50
Usage charge	150% of water bill	150% of water bill

SECTION 3- ELECTRIC RATES

Residential (RE) Rural (RR)

Base rate	\$15	per month
Usage	0.1254	per kWh

Commercial (CE)

Base	\$20	per month
Usage	0.1182	0-800 kwh
	0.1263	801-3000 kwh
	0.1017	>3000 kwh

Housing Authority (HA)

Base	\$20	per month
Usage	0.1273	per kwh

Small Electric (SE/SD)

Base	\$50	per month
Energy	0.0694	per kwh
Demand	\$17.97	per kw

Large Electric (LE/LD)

Base	\$150	per month
Energy	0.0623	per kwh
Demand	\$18.73	per kw

Area Lights (AL)

Per pole light	\$13.02	per month
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SECTION 4 – SECURITY DEPOSITS

Security Deposit Water, Sewer, Electric (Separate Deposit for each service)

Residential

Residential applicants deposit will be determined in the following manner:

Water Service	\$100 per service
Water & Sewer Service	\$150 per service
Electric Service	\$250 per service
Electric & Water Service	\$300 per service
Electric, Water and Sewer Service	\$350 per service

Commercial/Industrial (Non-residential)

Commercial applicants deposit will be determined in the following manner:

All non-residential electric accounts must include a guarantee of payment demonstrated by paying an account deposit of \$250. All non-residential water and/or sewer accounts must include a guarantee of payment demonstrated by paying an account deposit of \$250. Accounts with water and/or sewer and electric must include a guarantee of payment demonstrated by paying an account deposit of \$500.

SECTION 5 – LEAKS, DISRUPTIONS & MISC. FEES/INFORMATION

Late Payment Fee/Disconnects

Utility bills are due the 15th of each month. If payment is not received by close of business on the due date, a 5% late penalty is assessed to the unpaid balance on the 16th of the month. Service will be discontinued on the 26th of the month if it is not paid by close of business on the 25th of the month as to when the bill was received. If your water is disconnected for nonpayment, the full balance

plus late fee, a \$50 disconnect fee and a \$50.00 reconnect fee must be paid by the account holder. If the reconnect fee is paid by 2 p.m. on any business day, the service will be reconnected by 4 p.m. on the same day. No service will be reconnected after hours or on the weekend. Accounts must be kept current in order for service to continue.

Adjustments in Sewer Bill for Water Leaks

The Town will first verify that there was a leak. Once a leak has been determined, the Town will verify that the repairs have been made. Customer must provide proof of repair in order to receive leak adjustment. The Town calculates the average usage for 12 months and charges regular rate for this amount. Once the amount is determined deduct the excess amount from the sewer bill only for up to a maximum of two consecutive months. (Limit two adjustments per year.)

For pool adjustments there will be a minimum of 6,000 gallons usage and this shall be limited to one time per calendar year deducted from sewer bill only.

Private Lift Stations

For those areas that have private lift stations pumping to the central sewer system, it is the property owner's responsibility to properly maintain the system and to insure that the sewage gets to the sewer system. However, in the event of unforeseen failure of the system due to no fault of the Town or property owner that results in the sewage not going to our system, the Town will reimburse the property owner up to \$500 for pumping out their system no more than once per ten (10) year period. The property owner must contact the Public Works Director and Town Manager for approval prior to having the system pumped out and requesting reimbursement.

Water Disruption Charge

When a water main is cut or otherwise damaged without having been located by the Town or the located line has been hit within three (3) feet of marking

causing a major loss of potable water and or interruption of water service to residents a \$1,000 minimum plus clean up and repairs will be charged to the responsible party or parties.

Sewage Disruption Charge

When a force main, gravity line or sewer service is cut or otherwise damaged without having been located by the town or the located line has been hit within three (3) feet of marking a \$1,000 minimum plus all clean up, line repair costs and any fines imposed by NCDWQ will be charged to the responsible party or parties.

Infiltration Treatment Charge

When a force main, gravity line or sewer service is cut or otherwise damaged and infiltration of water, sand or other debris occurs without having been located or the located line has been hit within three(3) feet of marking, a \$1,000 minimum plus all required line, lift station and responsible party or parties.

NOTE: When both Sewage Disruption Charge and Infiltration Treatment Charges are imposed only one (1) \$1,000 minimum shall apply.

Backflow Testing Fines \$100 plus Service Call if not tested

(If irrigation service is disconnected due to lack of backflow test there will be a \$35 reconnect fee and a \$30 service call to reconnect.

Illegal or Unapproved Connection \$1,000 plus any state imposed fines

Grease Trap Fines \$500 plus disposal cost if not regularly maintained.

Inspection Fee

1st Inspection	NO FEE
2nd and Subsequent Inspection of same project.	\$50 per utility

Plan Review Fee

1st Review no fee to be charged with comment

2nd and Subsequent review of same project \$50 per utility.

Meter Tampering Fee/Penalties

1st Offense	\$100
2nd Offense	Permanent Disconnection

Water Meter Testing

Meter Testing 3/4" and 1"	\$50
Meter Testing 2" and Larger	\$100

Meter Costs

3/4" Domestic	\$100
1" Domestic	\$170

Water/Sewer/

Returned Check Charge	\$30
Disconnect Fee-Water	\$50
Disconnect Fee-Sewer	\$50
Disconnect Fee-Electric	\$50
Reconnect Fee-Water	\$50
Reconnect Fee-Sewer	\$50
Reconnect Fee-Electric	\$50
Late payment fee water/sewer bill	5% of bill
Service Call	\$50

NOTE: Please refer to the Town of Robersonville Utility Customer Service Policy and Guidelines for more detailed and specific information on the Town's Utility policies and guidelines.

II: ADMINISTRATIVE RATES & FEES

SECTION 6 – ADMINISTRATIVE FEES

Copies	\$.25 per page
Fax-sending	\$1.00 per page
Fax receiving	\$.25 per page
Agenda and approved minutes	\$.25 per page
Police Accident Reports	\$5

III: DEVELOPMENT REVIEW RATES & FEES

SECTION 7 – ZONING/PLANNING FEES

Residential- New Construction	\$50 (Single Family and duplex)
Commercial New Construction	\$50
Apartment Complex	\$250
Minor Sub-division	\$100
Solicitor's Permit	\$20/week
Zoning Permits	\$50
Sign Permits	\$50
Re-Zoning Request	\$200
Text Amendment	\$200
Subdivision Plat Review	\$25
Zoning Ordinance	\$25
Variance Request	\$200
Special Use Permit	\$200

IV: PUBLIC WORKS – EQUIPMENT AND MANPOWER RATE & FEES

SECTION 8 –LABOR/EQUIPMENT FEES

<u>Personnel</u>	<u>Per Hour</u>	
Manager	\$75	
Public Works Director	\$50	
Police Chief	\$50	
Police Sergeant	\$40	
WW Plant Superintendent	\$40	
Collections/Water Superintendent	\$40	
Back up Collections Superintendent	\$40	
Police Officer	\$35	
Inspector	\$35	
Maintenance Worker/Grounds man	\$30	
Utility Worker	\$30	
<u>Equipment</u>	<u>1st Hour</u>	<u>All After</u>
Backhoe/Mini Excavator	\$200	\$100
Sewer Jet/Vac	\$250	\$125
Bucket Truck	\$200	\$100
Dump Truck	\$100	\$50
Service Truck	\$60	\$30
Utility Camera	\$75	\$35
Lawnmowers	\$50	\$25
Rented Equipment	Cost+10%	
Parts and Supplies	Cost+10%	
Service Call	\$30 per hour	
	After Bus. hours \$50	

V: PUBLIC SAFETY RATES & FEES

SECTION 9 – EMS TRANSPORT RATES/FEES

ALS NE A0426	\$404.87
ALS E A0427	\$641.03
BLS NE A0428	\$337.89
BLS E A0429	\$539.81
ALS 2 A0433	\$927.82
SPECIALTY CARE TRANSPORTS A0434	N/A
MILEAGE (A0425/A0888)	\$16.56

VI: RECREATION RATES & FEES

SECTION 10 – RECREATION FEES

Reservations

Park and shelter

The parks and shelters maybe reserved for a small fee. You may “hold” a reservation for 10 days by calling Town Hall at (252) 508-0311. To secure your reservation, you must complete a reservation form, electricity request form (if applicable) and pay the rental fee in full within 10 days.

	<u>RESIDENT</u>	<u>NON-RESIDENT</u>
Shelters	\$20/6 hours	\$35/6 hours
Shelters with electricity	\$25/6 hours	\$40/6 hours
Open Space	\$30/6 hours	\$45/6 hours
Open Space with electricity	\$30/6 hours	\$45/6 hours
**Deposit	\$50	\$50

PLEASE NOTE THAT SUBMITTING A REQUEST FORM DOES NOT GUARANTEE YOUR RESERVATION

Athletic Field reservation Information

You may also reserve any of the Town's athletic fields if there is no league or sponsored activities scheduled. Fees and charges apply when reserving any of the Town's ball fields. Inquire and make reservations by calling 252-508-0311.

Athletic Field Fees

Requested by Reservation Only

Day Use:

The charge for athletic fields is \$20/hour per field.

NOTE: MINIMUM 2 HOURS/MAXIMUM 8 HOURS; ADD AN ADDITIONAL \$10/HOUR AFTER 8 HOURS.

Night Use:

The charge for athletic field lighting is \$25/hour per field in addition to the day use hourly rates.

Tournament Use:

Full Tournament*(not to exceed 3 days/2nights) flat fee of: \$150/per field per
Day plus \$20/hr.
Deposit \$200

*No games start after 10:00 pm

*No practices will start after 8:00 pm

** If field & facility is not cleaned after use, deposits will not be returned.

NOTE: At the discretion of the Town, a supervisor or custodial fee of \$25/hour may be included in the fee.

NOT SUBJECT TO FEES/CHARGES: Senior serving organizations, school groups (during school hours and/or athletic seasons), community watch groups, sponsored or co-sponsored groups/clubs/leagues/teams with the Town of Robersonville, tournaments, and other types of "special" events by non-profit, charitable organizations for the purpose of fundraising for others.