



# TOPSAIL BEACH

## FISCAL YEAR 2014-2015

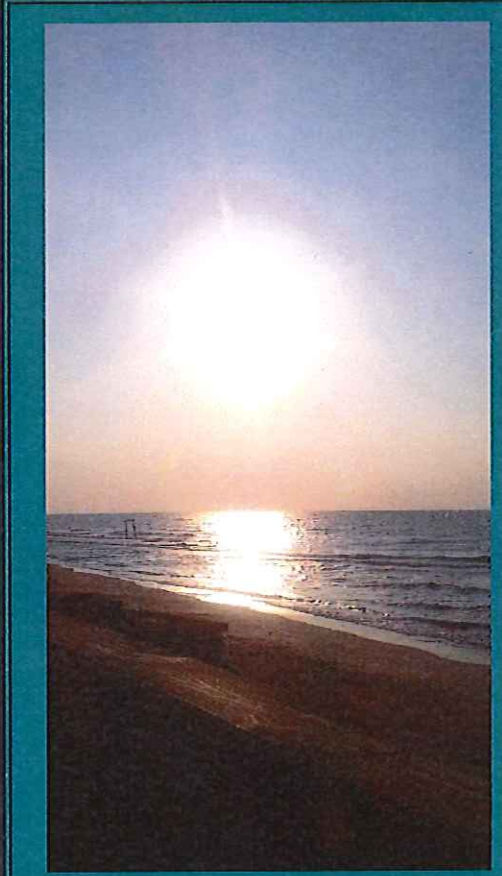
### BUDGET

#### Mission Statement:

To ensure that Topsail Beach remains a peaceful, family-friendly community to live, work and play while maintaining its natural island beauty



*Topsail Beach*



## BUDGET ORDINANCE

Be It ordained by the Board of Commissioners of the Town of Topsail Beach, North Carolina: the following anticipated fund revenues and departmental expenditures are approved and appropriated for operations of the Town of Topsail Beach for the fiscal year beginning July 1, 2014 and ending June 30, 2015.

### Section I. General Fund

#### Revenues:

Property Taxes	\$1,040,118
Property Taxes for Beach Nourishment	\$ 723,761
Accommodations Taxes	\$ 319,000
Pender Accommodations Taxes	\$ 319,000
Solid Waste Fees	\$ 263,000
Local Sales Tax & Option #4	\$ 250,000
FEMA Reimbursements	\$2,908,132
State Dredge Funds	\$3,805,028
BIS Reserves	\$2,992,424
Other Revenues	\$ 563,377

Total Estimated Sub Total General Fund Revenues	\$ 2,953,149
Total Estimated Sub Total General Fund Beach Nourishment Revenues	\$ 723,761
Total Estimated Sub Total General Fund FEMA Hurricane Irene	\$ 2,908,132
Total Estimated Sub Total General Fund State Dredge	\$ 3,805,028
Total Estimated General Fund Revenues	\$13,183,840

#### Expenditures:

Governing Board	10-410	\$ 132,447
Administration	10-420	\$ 391,080
Inspections	10-450	\$ 33,450
Police	10-510	\$ 646,950
Fire	10-520	\$ 320,161
Public Services	10-600	\$ 208,097
Solid Waste	10-610	\$ 286,000
Marina	10-620	\$ 190,407
Powell Bill	10-630	\$ 12,800
Beach Mgt. and Tourism	10-700	\$ 291,122
Federal Beach Project	10-720	\$ 16,050
B//S Maintenance	10-800	\$ 10,655,276

Total Estimated General Fund Expenditures	\$	\$13,183,840
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### Section II. Water Fund

#### Revenues:

Water Facility Charge	\$482,800
Water Use Charges	\$262,000
Tap & Connect Fees	\$ 9,000
Other Revenues	\$ 76,448

Total Estimated Water Fund Revenues	\$ 830,248
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#### Expenditures:

Water Production and Distribution	\$830,248
Total Estimated Water Fund Expenditures	\$ 830,248

**Total Fiscal Year Budget for 2013-2014**

**\$14,014,088**

**Section III. Ad Valorem Taxes**

An Ad Valorem tax rate of \$ 0.29.25 per \$100 valuation of taxable property, as listed for taxes as of January 1, 2014, is hereby levied and established as the official tax rate for the Town of Topsail Beach for fiscal year 2014-2015. \$0.17.25 of the rate is for the general operations of the Town. \$0.12 of the rate is for Beach Nourishment activities only. The rate is based on a total projected valuation of \$ 612,149,279 and an estimated collection rate of 98.5%. The purpose of the Ad Valorem tax levy is to raise sufficient revenue to finance the necessary municipal government operations in Topsail Beach

**Section IV. Documentation**

Copies of this ordinance will be kept on file at Town Hall and shall be furnished to the Town Clerk and the Finance Officer to provide direction in the collection of revenues and the disbursement of Town funds.

**Section V. Special Authorization – Budget Officer and/or Finance Officer**

1. The Budget and/or Finance Officer shall be authorized to reallocate departmental appropriations among the various expenditures within the department.
2. The Budget Officer and/or Finance Officer shall be authorized to effect interdepartmental transfers.
3. Expenses in excess of \$50,000 by the Town Manager must first be approved by the Governing board except in case of emergency.
4. A budget amendment must be approved by the Governing Board to move monies between the General Fund and the Water Enterprise Fund.

**Section VI. Employee Responsibilities**

1. Full time employees must pay 10% per month of their health insurance premium to receive medical, dental, vision and life insurance. 15% without wellness. Any employees not adhering to MIT schedule for exams will be billed separately by MIT and assessed another 10%.
2. Volunteers covered by the Town's health insurance must pay 15% per month of their health insurance to receive medical, dental, vision and life insurance. 20% without wellness. Any employees not adhering to MIT schedule for exams will be billed separately by MIT and assessed another 10%. Any volunteer/employee/commissioner who is one month in arrears on their premium payments will be dropped from coverage and will not be eligible to enroll until the next regular enrollment cycle. At that time, the volunteer/employee/commissioner must pay the first three months of their premium in advance.
3. Retirees must pay 10% per month of their medical premium to receive their medical, dental, vision. Any employees or retirees not adhering to MIT schedule for exams will be billed separately by MIT and assessed another 10%. Once available, retirees may switch to the Federal Exchange as long as it remains less than the Town would pay on the current health plan to which the Town belongs.

**Section VII. Employee benefits defined:**

1. Police Department sworn officers who do not have access to a take home vehicle will receive a car allowance in the amount of \$200 per month.
2. Department heads will receive a \$75 phone allowance to facilitate use of higher technology phones to better perform their duties. With written request from the Police Chief, the Town Manager may grant up to a \$75 allowance for members of the Police Department who need this capability to facilitate enforcement and service to the Department and the community.
3. Other employees who utilize their phone extensively in performance of their duties as designated by the Town Manager may receive a \$35 phone allowance.
4. Any increase in phone allowances for the Town Board or other boards must be approved by a vote of the full Town Board.
5. All full time employees will be eligible for up to a two percent merit raise effective with the adoption of this budget.
6. Volunteer Fire Fighters hired after adoption of the ordinance will receive compensation as a part time employee in tiers established by the Topsail Beach Board of Commissioners and the part time volunteers covered by this tiered compensation will be eligible for COLA increases.

**Section VIII. Restriction**

Inter fund transfers of monies by the Budget Officer and/or Finance Officer shall be accomplished only with authorization from the Board of Commissioners.

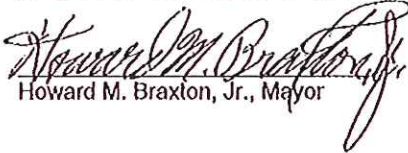
**Section IX. Budget Amendments**

The North Carolina Local Government Budget and Fiscal Control Act allow the Board of Commissioners to amend the budget ordinance any time during the fiscal year, as long as it complies with North Carolina General Statutes. The Board must approve all budget amendments, except where the Budget Officer and/or Finance Officer are authorized to make limited transfers.

**Section X. Utilization of the Budget and the Budget Ordinance**

This budget ordinance and the budget documents shall be the basis for the financial plan of the Town of Topsail Beach during the 2014-2015 Fiscal Year. The Budget Officer and/or Finance Officer shall administer the budget. The accounting system shall establish records, which are in compliance with this ordinance, and the appropriate statutes of the State of North Carolina.

Adopted this 11th day of June, 2014.

  
Howard M. Braxton, Jr., Mayor

Attest:   
Town Clerk