



ORDINANCE NO. 2019-003

**BUDGET ORDINANCE OF THE TOWN OF TOPSAIL BEACH THE FISCAL YEAR
BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020**

Be it ordained by the Town Board of the Town of Topsail Beach, North Carolina, as follows:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2019, and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this Town:

General government:		
Governing Board	\$	78,250
Administration		621,850
Inspections		95,400
Bush Marina		20,375
Beach management & Tourism		129,150
Public safety:		
Police		886,000
Fire		441,900
Transportation:		
Powell Bill		16,250
Environmental protection:		
Public Works		403,050
Sanitation		325,000
Debt service		<u>172,250</u>
Total appropriations	\$	<u>3,189,475</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020:

Taxes	\$ 1,340,950
Interest earnings	45,000
Powell Bill	16,250
Sales and Franchise Tax	615,000
Accommodation Taxes	200,000
Other revenues	611,775
Grants	38,000
Transfers from General Fund Capital Reserve Fund	<u>322,500</u>
Total estimated revenues	<u>\$ 3,189,475</u>

SECTION 3. The following amounts are hereby appropriated in the General Fund Capital Reserve Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	\$ 322,500
--------------------------	------------

SECTION 4. It is estimated that the following revenues will be available in the General Fund Capital Reserve Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020:

Appropriated fund balance	\$ 322,500
---------------------------	------------

SECTION 5. The following amounts are hereby appropriated in the Utility Fund for the operation of the water utilities for the fiscal year beginning July 1, 2019, and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 597,000
Transfer to Water and Sewer Capital Projects Fund	0
Debt service	<u>296,000</u>
Total appropriations	<u>\$ 893,000</u>

SECTION 6. It is estimated that the following revenues will be available in the Utility Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020:

Water usage charges	\$	350,000
Water Facility charges		500,000
Taps and connection fees		10,000
Other revenues		<u>33,000</u>
Total estimated revenues	\$	<u>893,000</u>

SECTION 7. The following amounts are hereby appropriated in the Beach, Inlet and Sound Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this Town:

Professional Services	\$	80,000
General Services		1,465,000
Capital Outlay – Beach Project		<u>24,000,000</u>
Total appropriations	\$	<u>25,545,000</u>

SECTION 8. It is estimated that the following revenues will be available in the Beach, Inlet and Sound Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020:

Taxes	\$	735,000
Accommodation Taxes		600,000
Other revenues		<u>24,210,000</u>
Total estimated revenues	\$	<u>25,545,000</u>

SECTION 9. Tax Levy

There is hereby levied a tax at the following rates per one hundred dollars (\$100) valuation of property, as listed for taxes as of January 1, 2019 for the purpose of raising the revenue from current year’s property tax, as set forth in the foregoing estimate of revenue.

General Fund and BIS Fund

- \$ 0.1875 (General Services)
- \$ 0.1025 (BIS Fund)

The rate is based on a total valuation of property for the purposes of taxation of \$737,390,900 and an estimated rate of collection of 98.0%. The estimated rate of collection is based on historical collection trends.

SECTION 10. Appropriations hereinabove authorized and made shall have the amounts of the unearned portion of contracts at June 30, 2019 added to each appropriation as it applied in order to properly account for the payment against the fiscal year in which it was paid.

SECTION 11. The Town Manager and/or Finance Director are hereby authorized to transfer appropriations as contained herein under the following conditions:

1. The Manager and/or Finance Director shall be authorized to reallocate departmental appropriations among the various expenditures within the department.
2. The Manager and/or Finance Director 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, Beach Inlet Sound (BIS) Fund and the Utility Enterprise Fund.

SECTION 12. The Employee responsibilities are as follows:

1. Full time employees shall receive their health insurance premium to receive medical, dental, vision and life insurance at no cost but they must participate in a wellness program.
2. Volunteers covered by the Town's health insurance must pay 15% per month of their medical premium to receive medical, dental, vision and life insurance, 20% without wellness. Any employees not adhering to North Carolina League of Municipalities (NCLM) schedule for exams will be billed separately by NCLM 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 NCLM schedule for exams will be billed separately by NCLM 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 13. Employee benefits are defined as follows:

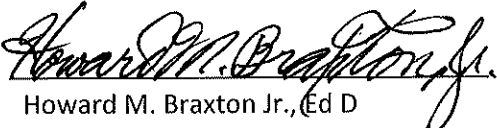
1. Police Department sworn officers who do not have access to a take home vehicle will receive a car allowance in the amount of \$200 per month.
2. Department heads will receive a \$75 phone allowance to facilitate use of higher technology phones to better perform their duties. With written request from 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 three 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.


SECTION 14. The accompanying Schedule of Fees for Fiscal Year 2020 is hereby adopted and all references to these fees in the Town Code of Ordinances are amended to reflect these schedules and fees as appropriate.

SECTION 15. Inter fund transfers of monies by the Town Manager and/or Finance Officer shall be accomplished only with authorization from the Board of Commissioners.

SECTION 16 That this ordinance shall be effective upon its passage. Adopted this 12th day of June 2019.


Howard M. Braxton Jr., Ed D
Mayor

ATTEST:


Christina Burke
Town Clerk, NCCMC