

W. Town of Wingate

Annual Budget Message FY2016-2017

Mayor

Bill Braswell

Board of Commissioners

Gary Hamill
Barry Green
Peggy Taylor
John Magnum
Brent Moser

Prepared By:

Town Manager
Patrick K. Niland



Pursuant to Section 159-11 of the North Carolina General Statutes, the Town of Wingate’s proposed budget for the fiscal year beginning July 1st 2016 and ending June 30th 2017 is submitted for your consideration.

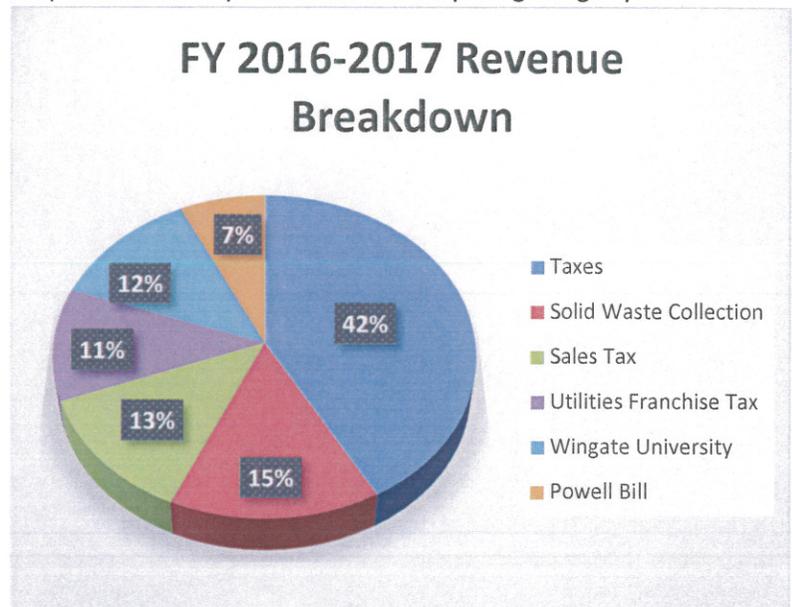
General Fund

Revenue

The town’s four largest revenue streams are Property Tax, Sales and Use Tax, Franchise Utility Tax, and Wingate University’s Contribution. The proposed property tax rate for FY2016-2017 is \$.42 per \$100 of valuation. The tax rate remains unchanged from the previous fiscal year. We are anticipating a slightly higher property tax projection. This is reflective of a slight increase in our total tax base.

Over the past couple years the State of North Carolina has modified its sales tax collections. They have expanded sales tax to services that were previously untaxed. They have also changed the method of distributing this tax to local municipalities. This new formula allocates a higher percentage of sales tax proceeds to rural communities. Our revenue projection for sales tax is approximately \$20,000 higher than in the previous fiscal year.

Wingate University has also increased their contribution from \$124,000 to \$160,000.



Expenditures

Fire Department/Town Hall

The Fire Department/Town Hall is scheduled for completion sometime in late October. Current projections are that the building will be on time and on budget. There is a debt service payment of \$75,000 in the FY16-17 budget. This reflects a partial payment due to when construction will be complete. Our first full debt service payment will not occur until FY17-18.

Police Department

During FY2015-2016 the three 2010 Dodge Charger patrol vehicles have all experience several mechanical failures. One of those vehicles was totaled in May of 2016. This vehicle was declared a total loss and will be replaced in the FY15-16 budget. For FY2016-2017, we have also budgeted for the replacement of another 2010 Dodge Charger. This will leave one 2010 Dodge Charger to be replaced in FY17-18. We are currently working on a fleet replacement plan scheduled to be complete in June of 2016.

The Police Department was one of the first departments in Union County to have officers outfitted with body cameras. These cameras, while functional, were not very effective. We are currently looking into a more advanced technology that will give us a reliable recording device. At the current time, we do not

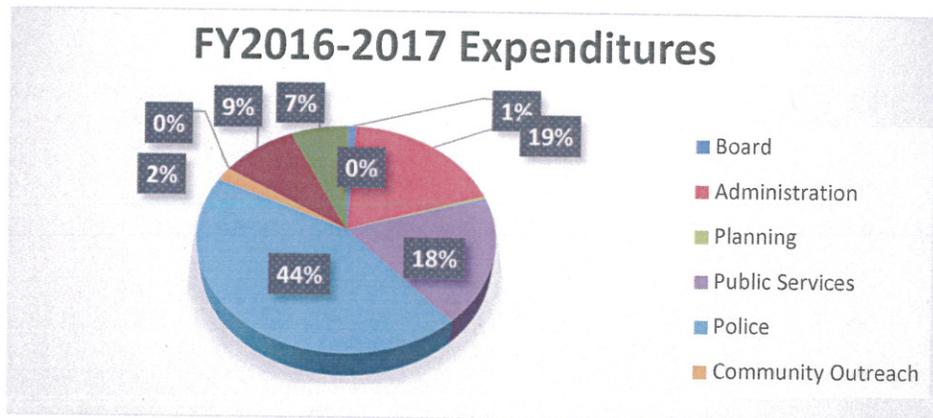
have a budget, but we do anticipate bringing a proposal to the Board at some point in the next fiscal year.

Two years ago, the town began increasing patrol officers' salaries every six months to remain competitive with surrounding agencies. Our last scheduled increase will occur July 1st 2016. This increase will bring all patrol officers' salaries up to at least \$41,000. This amount is the proposed base amount should we need to hire patrol officers in the future.

Administration

The largest increase to the administration department is the inclusion of the debt service payment for the new Town Hall/Fire Department Facility. We will have a partial payment in June 2017; the total amount of this payment will not be known until the project is complete. Outside of the debt service payment, the administration department remains largely unchanged.

Health Insurance



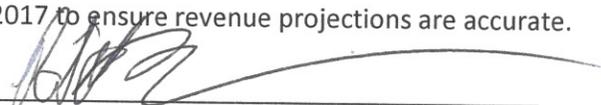
We recently received our renewal information for health insurance and we are anticipating a 12% increase in our monthly premiums. Our health insurance plan is one of the best offered, and is a major recruiting tool for attracting qualified

employees. We have been able to offset the increase in health insurance with a decrease in both liability insurance and workers compensation insurance.

Water & Sewer Fund

The Phase II waterline replacement project was completed in FY2015-2016. The final project came in approximately \$100,000 under budget. This is grant money that USDA is allowing the town to put towards other waterline replacement projects that were uncovered as part of the Phase II project. We have also been earmarked \$100,000 in CDBG funds to complete three projects that were not associated with the Phase II project. Once all of these projects are complete, we will have eliminated approximately 98% of the problematic waterlines in our system. The improvements made to our system have significantly reduced the maintenance cost associated with our water distribution system.

Almost all utility rates will remain the same as they currently are. The only exception is for customers with a 2" meter and up; these customers will see a 5% increase in both the base rate and the usage rate. This increase will not affect residential customers. It is advised that rates are reviewed in January of 2017 to ensure revenue projections are accurate.


Patrick K. Niland
Town Manager

General Fund Revenues

Account #	Account Name	2015-2016	
		Revenue	
10-3010-0100	AD VALOREM TAXES-PRIOR YEAR	\$	10,000.00
10-3010-0200	AD VALOREM TAXES-CURRENT YEAR	\$	463,000.00
10-3010-0300	AUTOMOBILE TAXES	\$	60,000.00
10-3170-0000	PENALTIES 7 INTEREST (TAXES)	\$	6,000.00
10-3290-0050	INTEREST INCOME-CEMETERY	\$	100.00
10-3350-0000	MISC. INCOME	\$	3,000.00
10-3350-0400	ABC Contribution	\$	25,000.00
10-3350-0600	ABC Law Enforcement	\$	4,000.00
10-3350-0800	CEMETERY FUND INCOME	\$	1,200.00
10-3360-0000	FEES, ETC-ZONING	\$	3,000.00
10-3400-0000	SOLID WASTE COLLECTION	\$	192,500.00
10-3500-0100	NC DOR SALES & USE	\$	162,000.00
10-3500-0200	SOLID WASTE DISPOSAL TAX	\$	2,000.00
10-3500-0500	CABLE TV FRANCHISE FEE	\$	2,600.00
10-3500-0300	BEER/WINE TAX	\$	15,000.00
10-3500-0600	PARKING TICKETS	\$	1,500.00
10-3500-0700	UTILITIES FRANCHISE TAX	\$	145,000.00
10-3510-0000	COURT FEES	\$	1,200.00
10-3510-1300	Festival Sponsorship	\$	10,000.00
10-3600-0000	WINGATE UNIVERSITY	\$	160,000.00
10-3613-0480	CONCESSION SALES	\$	300.00
10-3613-0860	Park Facility Rental	\$	13,000.00
10-3700-0000	POWELL BILL ALLOCATION	\$	92,000.00
10-3750-0000	Drug Seizure Fund	\$	5,000.00
10-3800-0000	INTEREST, GENERAL FUND	\$	1,000.00
10-3990-0100	APPROPRIATED FUND BALANCE		
10-3700-0050	INT. INCOME ST. FUND	\$	250.00
Totals		\$	1,378,650.00
Total General Fund Revenue		\$	1,378,650.00

General Fund Expenditures

Account #	Account Name	FY 2014-2015	
		4100 - Mayor & Board	
10-4100-0200	Salaries - Board	\$	12,000.00
10-4100-0500	FICA EXPENSE	\$	960.00
10-4100-0900	WORKERS COMP	\$	400.00
10-4100-1400	TRAVEL, BOARD	\$	1,000.00
10-4100-9970	Contingency		
Totals		\$	14,360.00

4200 - Administration

10-4200-0189	RETIREE INS. STIPEND	\$	1,440.00
10-4200-0200	SALARIES-ADMIN	\$	93,519.52
10-4200-0210	HOUSING ALLOWANCE	\$	1,800.00
10-4200-0220	Auto Allowance	\$	2,400.00
10-4200-0500	FICA	\$	7,481.56
10-4200-0600	GROUP INSURANCE	\$	12,913.08
10-4200-0700	RETIREMENT-ADMIN	\$	7,481.56
10-4200-0800	401 (k) EMPLOYER MATCH	\$	4,675.98
10-4200-0900	WORKERS COMP-ADMIN	\$	900.00
10-4200-1100	COMMUNICATIONS-ADMIN	\$	5,000.00
10-4200-1200	POSTAGE	\$	1,500.00
10-4200-1300	ADVERTISING	\$	1,500.00
10-4200-1350	DUES & SUBSCRIPTIONS	\$	5,000.00
10-4200-1400	TRAVEL & TRAINING	\$	4,000.00
10-4200-1600	MAINT & RPAIR OFFICE EQUIPMENT	\$	1,000.00
10-4200-1800	Maint & Repair Building	\$	3,000.00
10-4200-2000	PETTY CASH O/S	\$	200.00
10-4200-2100	SOFTWARE SUPPORT	\$	6,000.00
10-4200-3200	Supplies	\$	2,500.00
10-4200-3300	Equipment	\$	1,500.00
10-4200-4000	Liability Insurance	\$	4,000.00
10-4200-5201	Debt-Principal	\$	75,180.00
10-4200-5202	Debt-Interest		
10-4200-5600	Bank Fees	\$	5,000.00
10-4200-5800	UTILITIES TOWN HALL	\$	5,000.00
10-4200-5850	RENT TOWN HALL	\$	4,000.00
10-4200-7300	PROFESSIONAL SERVICES	\$	2,000.00
10-4200-7400	CAPITAL OUTLAY	\$	2,000.00
Totals		\$	260,991.70

4300 - Planning

10-4300-0200	Salaries Planning	\$	2,000.00
10-4300-0500	FICA	\$	225.00
10-4300-1250	Signs - Planning	\$	200.00
10-4300-1400	Travel & Training	\$	750.00
10-4300-7300	Professional Services	\$	1,000.00
Totals		\$	4,175.00

4400 - Public Services

10-4400-0000	COLLECTION FEES	\$	8,000.00
10-4400-2000	AUDITING FEES	\$	8,000.00
10-4400-3000	CEMETERY MOWING & MAINT.	\$	5,500.00
10-4400-5000	LEGAL FEES	\$	3,000.00
10-4400-8000	STREET LIGHTS	\$	35,000.00
10-4400-8100	STREET NAME SIGNS	\$	1,000.00
10-4400-9900	SOLID WASTE COLLECT FEES	\$	142,000.00
10-4400-9950	RECYCLING FEES	\$	48,000.00
Totals		\$	250,500.00

5100 - Police

10-5100-0200	SALARIES, PD	\$	340,321.54
10-5100-0205	SALARIES PART-TIME	\$	11,801.47
10-5100-0210	HOUSING ALLOWANCE	\$	3,600.00
10-5100-0500	FICA	\$	28,169.84
10-5100-0600	GROUP INSURANCE	\$	54,600.00
10-5100-0700	RETIREMENT	\$	27,225.72
10-5100-0800	401 (k) EMPLOYER MATCH	\$	17,016.08
10-5100-0900	WORKERS COMP	\$	11,000.00
10-5100-1100	COMMUNICATIONS	\$	11,000.00
10-5100-1200	Postage	\$	500.00
10-5100-1350	Dues & Subscriptions	\$	3,000.00
10-5100-1400	Travel & Training	\$	5,000.00
10-5100-1600	M & R EQUIP	\$	5,000.00
10-5100-1700	M & R AUTO	\$	8,000.00
10-5100-1800	M & R Building	\$	750.00
10-5100-2000	Computer Support	\$	2,000.00
10-5100-3100	FUEL	\$	18,000.00
10-5100-3150	TIRES	\$	3,500.00
10-5100-3200	Supplies Police	\$	4,000.00
10-5100-3300	Equipment Police	\$	5,000.00
10-5100-3600	UNIFORMS	\$	4,000.00
10-5100-4000	Liability Insurance	\$	6,000.00
10-5100-5700	MISC POLICE	\$	2,000.00
10-5100-5800	Utilities Police	\$	2,500.00
10-5100-7300	Professional Services	\$	1,000.00
10-5100-7400	Capital Outlay	\$	30,500.00
10-5100-7600	RENT	\$	1.00
Totals		\$	605,485.65

5200 - Community Outreach

10-5200-9125	RED CROSS	\$	1,000.00
10-5200-9200	CHRISTMAS DECORATIONS	\$	2,000.00
10-5200-9250	SUMMER FUN FESTIVAL	\$	20,000.00
10-5200-9300	DAFFODIL BULBS	\$	600.00
10-5200-9700	TOWN SIGNS & BANNERS	\$	2,571.77
Totals			\$26,171.77

5400 - Parks and Recreation

10-5400-0200	Salaries - Park	\$	65,889.70
10-5400-0205	Salaries - Part Time	\$	-
10-5400-0210	Housing Allowance	\$	960.00
10-5400-0500	FICA	\$	5,271.18
10-5100-0600	Insurance	\$	9,097.98
10-5100-0700	Retirement	\$	5,271.18
10-5100-0800	401K	\$	3,294.49
10-5100-0900	Workers Comp Park	\$	1,749.61
10-5400-1000	PARK GROUNDS	\$	5,000.00
10-5400-1100	Communications	\$	1,750.00
10-5400-1200	Misc. Exp - Parks	\$	1,500.00
10-5400-1300	Advertising	\$	200.00
10-5400-1350	Dues, Fees, & Subscriptions	\$	1,000.00
10-5400-1960	COMM. CENTER EQUIPMENT	\$	1,000.00
10-5400-3200	Supplies - Park	\$	2,000.00
10-5400-3300	Equipment	\$	2,000.00
10-5400-4000	Liability Insurance	\$	2,000.00
10-5400-5000	CONCESSION MERCHANDISE	\$	300.00
10-5400-5201	Debt Principal	\$	9,333.00
10-5400-5202	Debt Interest	\$	1,691.00
10-5400-5800	Utilities Park	\$	5,657.75
Totals		\$	124,965.88

5700 - Street

10-5700-1300	Traffic Control Streets	\$	500.00
10-5700-1500	MAINT. REPAIR	\$	12,000.00
10-5700-5700	MISC	\$	1,500.00
10-5700-7000	Sidewalk Constructions	\$	5,000.00
10-5700-7400	Capital Projects	\$	73,000.00
Totals		\$	92,000.00

Total General Fund Expenses

\$ 1,378,650.00
\$ 0.00

Water and Sewer Revenue

Account #	Account Name	2014 - 2015 Budget	
3700 - Water Revenue			
30-3700-5100	WATER SALES	\$	725,000.00
30-3700-5200	MISC FEES	\$	30,000.00
30-3700-5210	WATER TAP FEES	\$	10,000.00
30-3700-5500	INTEREST INCOME	\$	500.00
30-3700-5750	PROPERTY RENTAL	\$	24,000.00
30-3700-5800	UNAPP. FUND BALANCE	\$	11,052.16
Totals		\$	800,552.16
3800 - Sewer Revenues			
30-3800-5200	WASTEWATER SALES	\$	880,000.00
30-3800-5210	COLLECTION LINE TAP FEES	\$	10,000.00
30-3800-5500	INTEREST INCOME	\$	500.00
30-3800-5800	UNAPP. FUND BALANCE		
Totals		\$	890,500.00
Total Water & Sewer Revenue		\$	1,691,052.16

Water and Sewer Expenses

Account #	Account Name	2014-2015 Budget	
7120 - Water Expense			
30-7120-0189	RETIREE STIPEND	\$	700.00
30-7120-0200	SALARIES	\$	146,253.03
30-7120-0205	Salaries Part Time	\$	8,851.10
30-7120-0210	HOUSING ALLOWANCE	\$	2,220.00
30-7120-0220	AUTO ALLOWANCE	\$	1,200.00
30-7120-0500	FICA	\$	12,408.33
30-7120-0600	INSURANCE	\$	20,194.47
30-7120-0700	RETIREMENT	\$	10,968.98
30-7120-0800	401(K) Contribution	\$	7,312.65
30-7120-0900	WORKERS COMP	\$	3,883.55
30-7120-1100	COMMUNICATIONS	\$	2,500.00
30-7120-1200	POSTAGE	\$	4,000.00
30-7120-1300	Advertising	\$	250.00
30-7120-1350	DUES & SUBSCRIPTIONS	\$	2,250.00
30-7120-1400	Travel & Training - Water	\$	2,500.00
30-7120-1600	MAINT & REP OFFICE EQUIPMENT	\$	1,000.00
30-7120-1700	Maint & Repair Auto	\$	3,000.00
30-7120-1800	Maint & Repair Building	\$	3,000.00
30-7120-1900	Maint & Repair Water Lines	\$	7,000.00
30-7120-2000	Auditing Fees - Water	\$	7,000.00
30-7120-2100	Computer Support	\$	5,000.00
30-7120-3100	Fuel Expense	\$	5,000.00
30-7120-3150	Tires - Water	\$	1,500.00
30-7120-3200	Supplies	\$	5,000.00
30-7120-3300	Equipment	\$	500.00
30-7120-3500	Engineering	\$	1,000.00
10-7120-3600	Uniforms	\$	1,500.00
30-7120-4000	Liability Insurance	\$	4,500.00
30-7120-5000	Legal Expense	\$	1,000.00
30-7120-5201	Debt Principal	\$	100,114.00
30-7120-5202	Debt Interest	\$	44,029.00
30-7120-5600	Bank Fees	\$	5,000.00
30-7120-5700	Misc. Exp	\$	1,000.00
30-7120-5800	Utilities Water	\$	12,000.00
30-7120-5850	Rent - Town Hall	\$	5,400.00
30-7120-5900	Safety Equipment	\$	500.00
30-7120-7300	Professional Services	\$	1,000.00
30-7120-7400	Capital Outlay	\$	5,000.00
30-7120-9510	WATER PURCHASES	\$	280,000.00
30-7120-9600	WATER TESTING	\$	9,500.00
30-7120-9650	Transfer To USDA Capital Reserve	\$	4,200.00
30-7120-9700	MAINT & REPAIR WATER TANK	\$	18,300.01
Totals		\$	757,535.13

7130 - Sewer

30-7130-0189	RETIREE STIPEND	\$	700.00
30-7130-0200	Salaries Wastewater	\$	146,253.03
30-7130-0220	Salaries Part Time	\$	8,851.10
30-7130-0210	Housing Allowance	\$	2,220.00
30-7130-0220	Auto Allowance	\$	1,200.00
30-7130-0500	FICA - Wastewater	\$	12,408.33
30-7130-0600	Insurance	\$	20,194.47
30-7130-0700	RETIREMENT	\$	10,968.98
30-7130-0800	401(K) Contribution	\$	7,312.65
30-7130-0900	WORKERS COMP	\$	3,883.55
30-7130-1100	Communications	\$	2,500.00
30-7130-1200	Postage	\$	4,000.00
30-7130-1300	Advertising	\$	250.00
30-7130-1350	DUES & SUBSCRIPTIONS	\$	1,500.00
30-7130-1400	Travel & Training - Sewer	\$	2,500.00
30-7130-1600	Maint & Repair Office - Sewer	\$	500.00
30-7130-1700	Maint & Repair Auto - Sewer	\$	2,500.00
30-7130-1800	Maint & Repair Building - Sewer	\$	4,000.00
30-7130-1950	Maint & Repair Sewer Lines	\$	8,000.00
30-7130-2000	Auditing Fees - Sewer	\$	6,000.00
30-7130-2100	Computer Support - Sewer	\$	5,000.00
30-7130-3100	Fuel Expense - Sewer	\$	5,000.00
30-7130-3150	Tires - Sewer	\$	1,500.00
30-7130-3200	Supplies - Wastewater	\$	3,500.00
30-7130-3300	Equipment - Sewer	\$	500.00
30-7130-3500	Engineering - Sewer	\$	2,000.00
30-7130-3600	Uniforms Sewer	\$	1,500.00
30-7130-4000	Liability Insurance - Sewer	\$	4,500.00
30-7130-5000	Legal Fees - Sewer	\$	1,000.00
30-7130-5201	Debt Service Principal	\$	84,214.00
30-7130-5202	Debt Service Interest	\$	27,710.00
30-7130-5600	Bank Fees	\$	5,000.00
30-7130-5700	Misc. Exp	\$	1,000.00
30-7130-5800	Utilities Sewer	\$	8,000.00
30-7130-5850	Rent - Town Hall	\$	5,400.00
30-7130-5801	Utilities Pump Station	\$	10,000.00
30-7130-5900	Safety Equipment - Sewer	\$	500.00
30-7130-7300	Professional Services - Sewer	\$	3,800.00
30-7130-7400	Capital Outlay - Sewer	\$	2,500.00
30-7130-9510	WASTEWATER TREATMENT	\$	515,150.92
Total Sewer Expenses		\$	933,517.04
Total Water & Sewer Expenses		\$	1,691,052.16



Fiscal Year 2015-2016 Fee Schedule
Attachment A

Utility Fees

Water	Base Monthly Charge	Usage Fee	
		Inside	Outside
3/4" Meter	\$12.60	\$25.20	Includes 1 st 2,000 gallons
1" Meter	\$19.95	\$39.90	Includes 1 st 2,000 gallons
1 1/2" Meter	\$44.10	\$88.20	Includes 1 st 2,000 gallons
2" Meter	\$81.04	\$162.08	Includes 1 st 2,000 gallons
3" Meter	\$206.17	\$412.34	Includes 1 st 2,000 gallons
4" Meter	\$429.98	\$859.96	Includes 1 st 2,000 gallons
6" Meter	\$584.33	\$1,168.66	Includes 1 st 2,000 gallons
Fire Protection	\$12.60	\$25.20	Includes 1 st 2,000 gallons
All Meter Sizes	Usage Fee	\$4.73	Per 1,000 gallons; 2,001 – 9,999 gallons
		\$6.34	Per 1,000 gallons; 10,000-19,999 gallons
		\$7.44	Per 1,000 gallons; over 20,000 gallons
Water Tap Fee			
3/4" Meter	\$500	N/A	N/A
1" Meter	\$650	N/A	N/A
1 1/2" Meter	\$3000	N/A	N/A
2" or Larger	Material Cost plus 10%		
Water Capacity Fee			
3/4" Meter	\$600	N/A	N/A
1" Meter	\$1,500	N/A	N/A
1 1/2" Meter	\$3,000	N/A	N/A
2" Meter	\$4,800	N/A	N/A
3" Meter	\$13,500	N/A	N/A
4" Meter	\$30,060	N/A	N/A
6" Meter	\$42,060	N/A	N/A



Fiscal Year 2015-2016 Fee Schedule
Attachment A

Sewer

Base Monthly Charge (based on the size of the water meter and the nature of the service that is provided)

3/4" Meter	\$29.93	\$59.85
1" Meter	\$46.20	\$92.40
1 1/2" Meter	\$90.30	\$180.60
2" Meter	\$154.35	\$308.70
3" Meter	\$409.5	\$819.00
4" Meter	\$913.5	\$1827.00
6" Meter	\$1,291.50	\$2583

All Meter Sizes Usage Fee \$4.73 Per 1,000 gallons \$9.00

Sewer Tap Fee
 4" Service Connection \$630.00
 Larger than 4" Material Cost plus 10%

Sewer Capacity Fee		
3/4" Meter	\$2,783	N/A
1" Meter	\$7,009	N/A
1 1/2" Meter	\$13,939	N/A
2" Meter	\$22,286	N/A
3" Meter	\$62,711	N/A
4" Meter	\$139,361	N/A
6" Meter	\$195,116	N/A

Miscellaneous Utility Fees

Late Payment Fee \$ 10.00
 Delinquency Fee for Non-Payment \$ 30.00

Utility Deposit

Residential Account \$0 - \$250 Depending on credit check
 Commercial Account Deposit based on credit check

Meter Tampering Fee \$ 100.00
 Temporary Service (72 hours or less) \$ 30.00 Plus per gallon charge for water and sewer usage
 Suspend Account (up to 3 months) \$ 30.00
 Pool Meter Late Fee \$2.00 per day



**Fiscal Year 2015-2016 Fee Schedule
Attachment A**

Parks & Recreation Fees

Park Rental Park reserved in 4-hour increments and can not be consecutive periods

	<u>In-Town Residents</u>	<u>Out-of-Town Residents</u>
Deposit	\$50.00	\$ 50.00
Playing Field	\$25.00	\$100.00
Picnic Shelter	\$25.00	\$100.00

Community Center Private Use

Deposit	\$100.00
2-Hour Rental	\$75.00
3-Hour Rental	\$125.00
4-Hour Rental	\$250.00
Per Hour After First Four Hours	\$ 50.00

The town will refund deposits if facilities require no cleanup or repair. Fees and deposits apply per use. One advance registration allowed per facility. All revenues received will be used for park operations and maintenance.

Deposit and rental fees will be refunded minus \$25.00 if rental is cancelled at least 3 business days before reservation.

Concessions

Concession prices shall be set by the Recreation Director and approved by the Town Administrator. However the Board of Commissioners reserves the right to adjust prices at their discretion.

Solid Waste

	<u>In-Town Residents</u>	<u>Out-of-Town Residents</u>
Garbage & Recycling	\$18.91	\$36.00 Per month
Bulk Garbage Pickup	\$35.00	N/A Plus landfill tipping fee

Zoning Fees



Fiscal Year 2015-2016 Fee Schedule Attachment A

Accessory Building Permit	Residential - \$75 Commercial - \$250 \$25
Zoning Permit Application	
Zoning Use Permit	\$25
Zoning Verification Letter	\$25
Air Quality Letter	\$25
Rezoning Application	0 – 2 acres - \$300 2 – 10 acres - \$500 10+ acres - \$1000 + \$25 per acre (rounded to the nearest acre)
Zoning Text Change	\$400
Conditional Use Permit Application	\$350
Parallel Conditional Use Rezoning Application	\$700 + \$2.50 per adjacent owner
Telecommunication Tower Plan & Supporting Doc Review Fee	\$3,500
Variance Application	\$300
Zoning Appeal	\$200
Major Development Permit Application	\$250
Minor Subdivision Permit Application	\$150 + \$50 per lot
Major Subdivision Permit Application	0 – 10 acres - \$1000 + \$150 per acre (rounded to the nearest acre) 10+ acres - \$1500 + \$150 per acre (rounded to the nearest acre)
Final Subdivision Plat Review	\$250 + \$10 per lot \$1,000
Surcharge for Planned/Cluster Developments	\$700 deposit – Deposit will be applied to actual costs with applicant paying all actual costs
Bond Renewal	\$50
Bond Release or Reduction	\$100
Sign Permit Application	\$50
Temporary Sign/Banner	\$10
Reinspection Fee	\$60
Sketch Plan Review	\$150
Permit Revision	Minor - \$100 Major - \$500
Engineer Review & Inspection Fee	\$100 per hour (minimum of one hour)
Attorney Fee	\$200 per hour or actual costs if higher
Construction Inspection Testing Fee	\$50 per lot with minimum charge of \$750
Application for Annexation	\$500
Request for Special Board of Adjustment Meeting	\$475



Fiscal Year 2015-2016 Fee Schedule

Attachment A

Request for Special Planning Board Meeting \$475
Copy of Land Use Ordinance \$35
Copy of Zoning Map \$5 - small
\$15 - large

Subdivision Ordinance \$10
Copy Comprehensive Land Use Plan \$50

Miscellaneous Fees

Mowing

Mow or weed eat at the request of the property owner \$100.00 per hour Minimum of 1 hour
Bush hog at the request of the owner \$150.00 per hour Minimum of 1 hour
Mow and/or weed eat as a result of code enforcement \$150.00 administrative fee Plus \$125.00 per hour; minimum of 1 hour
Bush hog as a result of code enforcement \$150.00 administrative fee Plus 150.00 per hour; minimum of 1 hour

Returned Check Charge \$25.00

Copy Charge \$0.25 per page
Credit Card Usage Fee \$3.00 per transaction
Notary Charge Free for in-town residents
\$5.00 for out-of-town residents

Fax Charge \$1.00 per page outgoing
\$0.25 per page incoming

Cemetery

Plots - sold in pairs \$600 for in-town residents
Grave Marking Fee \$1,200 for out-of-town residents
\$100 during business hours
\$200 after business hours
Cremation Lot \$100.00
Grave Marking \$25.00

Copy of Accident Report \$2.00