



REQUEST FOR BOARD ACTION

ITEM NO. 14.

DATE OF MEETING: June 18, 2012

REQUESTED BY: Mickey Duvall, County Manager

SHORT TITLE: Resolution Adopting the FY 12-13 Budget Ordinance for the Fiscal Year Beginning July 1, 2012.

BACKGROUND: The budget preparation process began in January with a BOCC planning summit. A proposed budget was submitted to the BOCC on April 27, 2012. Budget work sessions were held on May 7, May 21 and June 4. The required public hearing was held on May 21. The proposed budget ordinance provides for a FY 12-13 property tax rate based on the new property valuation of \$6,403,238,494. The ordinance also provides for Fire and EMS District property tax rates for FY 12-13.

The FY 12-13 budget preparation process has been very positive and participatory and involved a thorough look at the county's financials including: tremendous cost savings by refinancing of high interest county debt instruments; insuring all county dollars are invested at the highest possible interest rate; an increase in the county's bond rating from A+ to AA- (Standard & Poor's); and a "line-item/zero-based budgetary approach" for justification of all budgeted revenues. General revenues have fallen over the past four years due to the economic recession, but some recovery is now being seen, especially in the areas of sales tax revenue, building permits, and environmental health inspections. The Pender County Commission, in cooperation with the North Carolina Association of County Commissioners, continues to make a difference by voicing opposition to any unfunded mandates (including education) where the General Assembly considers shifting more and more traditional state costs for things like human services, public education and criminal justice, to counties.

Despite what some are calling "the Great Recession" the Pender County BOCC has continued to strive towards success with its four core strategic priorities: A High Performing Organization; A Sustainable and Vibrant Economy; Excellence in Education; and a Diverse County with an Exceptional Quality of Life.

SPECIFIC ACTION REQUESTED: To adopt a resolution authorizing the FY 12-13 Budget Ordinance as presented (or as amended at this meeting).

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval subject to BOCC final approval.


Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that:

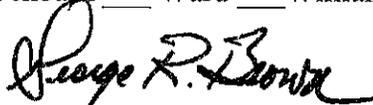
The FY 12-13 Budget Ordinance is hereby approved (as presented or as amended at the meeting). The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

AMENDMENTS:

MOVED Rivenbark SECONDED Williams

APPROVED X DENIED _____ UNANIMOUS

YEA VOTES: Brown ___ Tate ___ Rivenbark ___ Ward ___ Williams ___


George R. Brown, Chairman 06/18/12
Date


ATTEST 06/18/12
Date

**BOARD OF COMMISSIONERS
PENDER COUNTY**

INTRODUCED BY: Dr. Michael Duvall, County Manager/Budget Officer

BUDGET ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2012

BE IT ORDAINED by the Board of Commissioners of Pender County, North Carolina:

Section 1A. The following amounts are hereby appropriated in the General Fund (Fund #10) for the operation of the County Government and its activities for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Board of Commissioners	\$141,521
County Manager	\$239,424
Human Resources	\$159,519
County Attorney	\$77,564
Finance	\$319,999
Information Technology	\$958,520
Board of Elections	\$286,805
Register of Deeds	\$255,324
Tax Assessor	\$693,571
Tax Collector	\$480,999
Planning/Parks & Recreation	\$1,417,371
Library	\$750,249
Public Works/Mosquito Control	\$1,774,537
Vehicle Maintenance	\$355,180
Emergency Management	\$381,927
Sheriff/Jail/Animal Control	\$6,426,284
Tourism	\$135,014
Veterans Service Office	\$89,723
Health Department	\$3,986,633
Public Assistance	\$9,303,672
Pender County Schools	\$13,248,924
Clerk of Superior Court	\$24,500
Division of Forest Resources	\$230,000
NC Cooperative Extension Services	\$135,364
Outside Agencies	\$1,009,974
Process Funds	\$694,535
Medical Examiner	\$75,000
Contingency	\$650,000
Debt Service	\$92,960
Non-Departmental	\$958,500
Federal & State Seizures	\$112,800
Capital Improvement Program (CIP)	\$1,659,658
Public School	\$2,745,261
Revaluation	\$125,000
Workers' Comp	\$375,000
Vehicle Replacement	\$250,000
TOTAL GENERAL FUND	\$50,621,312

The Sheriff/Jail appropriation of \$6,426,284 is exclusive of the salary and benefits of Deputy Sheriff Chester Ward, the amount of which totals \$48,034.

Section 1B. It is estimated that the following revenues will be available in the General Fund (Fund #10) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Property Taxes	\$32,243,274
Sales Tax	\$4,757,115
Sales, Services, and Other Revenues	\$2,766,816
Intergovernmental Revenues	\$7,001,191
General Fund Appropriated Fund Balance	\$3,852,916
Total Revenues	\$50,621,312

Section 1C. There is hereby levied a tax at the rate of fifty-one point two cents (\$.512) per one hundred dollars (\$100) valuation of property listed as of January 1, 2012, for the purpose of raising revenue included in "Property Taxes" in the General Fund in Section 1B of this ordinance. This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$6,403,238,494 estimated collection rate of 95.50%.

Section 2A. The following amounts are hereby appropriated in the Capital Improvements Program Fund (Fund #60) for the capital projects for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Capital Improvement Projects	
Courthouse Sidewalk Replacement	\$125,000
York House Renovation	\$75,000
US 421 Property Acquisition	\$326,277
Industrial Shell Building – CDBG Loan	\$13,105
Jail/LEC Building	\$895,276
DSS Building	\$225,000
Total Expenditures	\$1,659,658

Section 2B. It is estimated that the following revenues will be available to the Capital Improvements Program Fund (Fund #60) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Transfer From General Fund	\$200,000
Other Than One-time Fund Balance Transfers	\$1,459,658
Total Revenues	\$1,659,658

Section 3A. The following amounts are hereby appropriated in the Public School Capital Special Revenue Fund (Fund #28) for the expenditures associated with the debt service and other school capital projects funded by the County for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Debt Service Expenditures – 2008	\$453,544
Debt Service Expenditures – 2007	\$1,662,750
Debt Service Expenditures – 2005	\$1,585,500
Debt Service Expenditures – 2004	\$783,600
Debt Service Expenditures – 2010	\$657,750
Debt Service Expenditures -- 2012	\$970,281
Programmed Capital Outlay	\$1,110,000
Option Four Redistribution	\$130,928
Total Expenditures	\$7,354,353

Section 3B. It is estimated that the following revenues will be available to the Public School Capital Fund (Fund #28) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Transfer from General Fund	\$2,745,261
Sales Tax	\$2,365,000
Lottery Funds	\$700,000
Fund Balance Appropriated	\$1,544,092
Total Revenues	\$7,354,353

Section 4A. The following amounts are hereby appropriated in the E911 Fund (Fund #25) for the emergency telephone system during the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Capital Outlay	\$340,000
E911 Salaries/Benefits	\$106,920
E911 Operating	\$270,700
Total Expenditures	\$717,620

Section 4B. It is estimated that the following revenues will be available to the E911 Fund (Fund #25) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

911 Fees	\$175,000
Fund Balance Appropriated	\$542,620
Total Expenditures	\$717,620

Section 5A. The following amounts are hereby appropriated in the Employee Health Insurance Fund (Fund #50) during the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Life Insurance Premiums	\$14,000
Claims Paid	\$2,551,000
Administrative Costs	\$453,000
Flex Spending	\$130,000
Total Expenditures	\$3,148,000

Section 5B. It is estimated that the following revenues will be available to the Employee Health Insurance Fund (Fund #50) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Life Insurance Premiums	\$15,000
Health Insurance Deductions	\$3,000,000
Flex Spending	\$133,000
Total Revenues	\$3,148,000

Section 6A. The following amounts are hereby appropriated in the Workers Compensation Insurance Fund (Fund #52) during the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Administration/Stop-Loss Premium	\$131,437
Compensation Claims	\$243,563
Total Expenditures	\$375,000

Section 6B. It is estimated that the following revenues will be available to the Workers Compensation Insurance Fund (Fund #52) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

General Fund Contribution	\$375,000
Total Revenues	\$375,000

Section 7A. The following amounts are hereby appropriated in the Fire District Fund (Fund #26) for the operation of volunteer fire departments for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Fire Districts	\$2,780,618
Total Expenditures	\$2,780,618

Section 7B. It is estimated that the following revenues will be available to the Fire District Fund (Fund #26) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Fire District Taxes	\$2,780,618
Fund Balance Appropriated	
Total Revenues	\$2,780,618

Section 7B1. There is hereby levied a tax at the rate of **five cents (\$0.05)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Hampstead Fire Tax District for the purpose of supplementing the revenues of the **Hampstead Volunteer Fire Department**.

Section 7B2a. There is hereby levied a tax at the rate of **three point seven cents (\$0.0370)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Scotts Hill Fire Tax District for the purpose of equally supplementing the revenues of the **Hampstead Volunteer Fire Department** and **New Hanover County Fire Services**.

Section 7B2b. There is also hereby levied an additional tax at the rate of **one point two cents (\$0.0120)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the **Scotts Hill Fire Tax District** for the purpose of supplementing the revenues of the County of Pender, to provide for the reimbursement and payment to the Hampstead Volunteer Fire Department on the purchased real property and incurred expenses related to the construction of a proposed substation within **Scotts Hill Fire District**.

Section 7B3. There is hereby levied a tax at the rate of **six point five cents (\$0.065)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Sloop Point Fire Tax District for the purpose of supplementing the revenues of the **Sloop Point Volunteer Fire Department**.

Section 7B4. There is hereby levied a tax at the rate of **seven cents (\$0.070)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Pender Central Fire Tax District for the purpose of supplementing the revenues of the **Burgaw Fire Department**.

Section 7B5. There is hereby levied a tax at the rate of **seven cents (\$0.070)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Maple Hill Fire Tax District for the purpose of supplementing the revenues of the **Maple Hill Volunteer Fire Department**.

Section 7B6. There is hereby levied a tax at the rate of **seven point five cents (\$0.075)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Rocky Point Fire Tax District for the purpose of supplementing the revenues of the **Rocky Point Volunteer Fire Department**.

Section 7B7. There is hereby levied a tax at the rate of **seven cents (\$0.070)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Atkinson Fire Tax District for the purpose of supplementing the revenues of the **Atkinson Volunteer Fire Department**.

Section 7B8. There is hereby levied a tax at the rate of **seven cents (\$0.070)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Northeast Pender Fire Tax District for the purpose of supplementing the revenues of the **Surf City Volunteer Fire Department**.

Section 7B9. There is hereby levied a tax at the rate of **ten cents (\$0.100)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Long Creek Fire Tax District for the purpose of supplementing the revenues of the **Long Creek Volunteer Fire Department**.

Section 7B10. There is hereby levied a tax at the rate of **seven cents (\$0.070)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Penderlea Fire Tax District for the purpose of supplementing the revenues of the **Penderlea Volunteer Fire Department**.

Section 7B11. There is hereby levied a tax at the rate of **ten cents (\$0.100)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the Shiloh Fire Tax District for the purpose of supplementing the revenues of the **Shiloh Volunteer Fire Department**.

Section 7B12. There is hereby levied a tax at the rate of **four point seven cents (\$.047)** per hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2012, located within the **Duplin-Pender Fire District** for the purpose of supplementing the revenues of the **Wallace Fire Department**.

Section 8A. The following amounts are hereby appropriated in the **Emergency Medical Service Fund** (Fund #27) for the operation of rescue services for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Operating	\$3,910,388
Capital	\$285,000
Total Expenditures	\$4,195,388

Section 8B. It is estimated that the following revenues will be available to the Emergency Medical Service Fund (Fund #27) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

EMS Tax	\$3,910,388
Fund Balance Appropriated	\$285,000
Total Revenues	\$4,195,388

Section 8C. There is hereby levied a tax at the rate of **six and one half cents (\$0.065)** per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012, located within the County for the purpose of funding **Emergency Medical Services in the County**.

Section 9A. The following amounts are hereby appropriated in the Revaluation Fund (Fund #29) for the revaluation of property in Pender County for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Operating	\$ -
Reserves	\$125,000
Total Expenditures	\$125,000

Section 9B. It is estimated that the following revenues will be available to the Revaluation Fund (Fund #29) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Transfer from General Fund	\$125,000
Total Revenues	\$125,000

Section 10A. The following amounts are hereby appropriated in the Solid Waste Management Fund (Fund #75) for the operation of the collection and disposal of solid waste for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Solid Waste Collection and Disposal	\$4,447,500
Total Expenditures	\$4,447,500

Section 10B. It is estimated that the following revenues, including user fees at \$161, availability fees at \$80 and tipping fees at \$72 per ton, will be available to the Solid Waste Management Fund (Fund #75) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Solid Waste User Fees	\$2,950,000
Landfill Fees	\$1,100,000
Recycling and Other Revenues	\$397,500
Total Revenues	\$4,447,500

Section 11A. The following amounts are hereby appropriated in the Vehicle Replacement Fund (Fund #65) for the purchase of replacement vehicles for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Vehicles	\$250,000
Title/Tags	
Local Match	
Total Expenditures	\$250,000

Section 11B. It is estimated that the following revenues will be available to the Vehicle Replacement Fund (Fund #65) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Transfer From General Fund	\$250,000
Total Revenues	\$250,000

Section 12A. The following amounts are hereby appropriated in the Maple Hill Water & Sewer District Enterprise Fund (Fund #71) for the operation of the Maple Hill water distribution system and sewer system for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Maple Hill Water Sewer District	\$213,469
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Section 12B. It is estimated that the following revenues will be available to the Maple Hill Water & Sewer District Enterprise Fund (Fund #71) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Water & Sewer Fees	\$211,369
Other Revenue	\$2,100
Total Revenues	\$213,469

Section 13A. The following amounts are hereby appropriated in the Rocky Point/Topsail Water & Sewer District Enterprise Fund (Fund #72) for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Rocky Point/Topsail Water & Sewer District Fund	\$3,325,130
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Section 13B. It is estimated that the following revenues will be available to the Rocky Point/Topsail Water & Sewer District Fund (Fund #72) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Water and Sewer Fees	\$2,752,000
Other Revenue	\$573,130
Total Revenues	\$3,325,130

Section 14A. The following amounts are hereby appropriated in the Scotts Hill Water & Sewer District Enterprise Fund (Fund #76) for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Scotts Hill Water & Sewer District	\$227,000
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Section 14B. It is estimated that the following revenues will be available to the Scotts Hill Water & Sewer District Enterprise Fund (Fund #76) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Water Fees	\$225,000
Other Revenue	\$2,000
Total Revenues	\$227,000

Section 15A. The following amounts are hereby appropriated in the Water Treatment Plant Enterprise Fund (Fund #77) for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Water Treatment Plant	\$926,253
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Section 15B. It is estimated that the following revenues will be available to the Water Treatment Plant Enterprise Fund (Fund #77) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Water Fees	\$926,253
Other Revenue	
Total Revenues	\$926,253

Section 16A. The following amounts are hereby appropriated in the Housing Enterprise Fund (Fund #73 & 74) for the operation of the Pender County Housing Section 8 Program and the Country Court Apartments for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Section 8 Expenditures	\$1,209,231
Country Court Expenditures	\$51,332

Section 16B. It is estimated that the following revenues will be available to the Housing Enterprise Fund (Fund #73 & 74) for the operation of the Pender County Housing Section 8 Program and the Country Court Apartments for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Section 8 Revenues	\$1,209,231
Country Court Revenues	\$51,332

Section 17A. The following amounts are hereby appropriated in the Automation Enhancement & Preservation Fund (Fund #49) for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County.

Capital Outlay	\$58,000
Reserves	200
Total Expenditures	\$58,200

Section 17B. It is estimated that the following revenues will be available to the Automation Enhancement & Preservation Fund (Fund #49) for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

Fees Collected	\$58,200
Total Revenues	\$58,200

Section 18A. The following amounts are hereby appropriated in the Water/Wastewater Capacity Fees Fund (Fund #59) for the fiscal year beginning July 1, 2012 and ending June 30, 2013, in accordance with the chart of accounts heretofore established for this County:

Reserves	\$157,600
Total Expenditures	\$157,600

Section 18B. It is estimated that the following revenues will be available to the Water/Wastewater Capacity Fees Fund (Fund #59) for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Water Capacity Fees	\$57,600
Wastewater Capacity Fees	\$100,000
Total Revenues	\$157,600

Section 19. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a department without limitation and without a report being required.
- b. He may transfer amounts up to \$5,000 between departments, including contingency appropriations, within the same fund. They must make an official report on such transfers at the next regular meeting of the Board of Commissioners.
- c. He may not transfer any amounts between funds, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

Section 20. Effective July 1, 2012, the following are in effect in expenditure control:

- a. Purchase orders are required for any purchases over \$500.
- b. Formal approval (by resolution) from the Board is required for all "non-routine" expenditures exceeding \$5,000. Routine expenditures include utilities, legally required advertising, postage, fuel, and water or sewer purchase contracts.
- c. Emergency approval of purchase orders exceeding \$5,000 may be conveyed by the County Manager in consultation with the Chair of the Board of County Commissioners and subsequent notification of the Board.

Section 21. The Finance Officer is authorized to transfer amounts up to \$250.00 between line item expenditures within a department without limitation and without Budget Officer approval and without a report being required. These changes should not result in increases in recurring obligations such as salaries.

Section 22. Operating funds encumbered on the financial records as of June 30, 2012, are hereby re-appropriated to this budget.

Section 23. The Pender County Pay & Classification Plan shall be amended effective July 1, 2012 as follows: 1) amend one Planning Permit Technician (Grade 59) position to Administrative Assistant I (Grade 59); 2) amend the Register of Deeds permanent part-time Deputy Register of Deeds II position to permanent full-time; 3) fund one additional Custodian in Public Buildings; 4) fund one additional Deputy Sheriff I position; 5) fund one additional Detective position; 6) create a Systems Administrator (Grade 66) position; 7) fund one additional Technical Support Specialist (Grade 62); 8) add established position to Pay & Classification Plan Summer Camp Director (Grade 58); 9) add established position to Pay & Classification Plan Summer Camp Assistant Director (Grade 57); 10) add established position to Pay &

