

## COUNTY OF MONTGOMERY (NC) FY2018 BUDGET ORDINANCE

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

**SECTION I. PRIMARY GENERAL FUND REVENUES:** It is estimated that the revenues and fund balances of the funds, as listed below, will be available during FY2018 (which is the fiscal year beginning July 1, 2017 and ending June 30, 2018), to meet the appropriations as set forth in Section 2. All fees, commissions, sums paid to or collected by any County official, officer, agent, or employee for any service performed by such official, officer, agent or employee in his official capacity shall inure to the benefit of the County and become County funds.

Category	FY2018 Revenue Projections
PROPERTY TAXES—55 CENTS (GENERAL PURPOSE)	\$16,572,139
PROPERTY TAXES—5 CENTS (EDUCATIONAL FACILITIES)	\$1,506,558
PROPERTY TAXES—2 CENTS (FIRE PROTECTION)	\$602,624
SALES AND OCCUPANCY TAXES	\$4,310,000
INTERGOVERNMENTAL	\$5,951,166
LANDFILL REVENUE	\$1,904,000
SALES / SERVICES / OTHER	\$752,280
TOTAL	\$31,598,767

**SECTION II. PRIMARY GENERAL FUND APPROPRIATIONS:** The following amounts are hereby appropriated to the County Manager for the operation of Montgomery County Government and its departments and agencies for fiscal year beginning July 1, 2017 and ending June 30, 2018. In administering the programs authorized under this ordinance, the County Manager is authorized to make transfers from one appropriation (including Contingency) to another within the same fund or financial plan. Appropriations for land and new buildings included in this Ordinance may be expended only after release by the Board of Commissioners.

Subject to a pre-audit certificate by the County Finance Officer, if applicable, and approvals as to form and legality by the County Attorney and the Chairman of the Board of County Commissioners, the County Manager is hereby authorized to execute the necessary documents and agreements and any amendments on behalf of Montgomery County Government within funds included in this Budget Ordinance for the following purposes: (1) Form grant agreements for County, City, State, or Federal funds to public and non-profit agencies; (2) Leases with Montgomery County Government, as Lessee, of normal and routine business property where the annual rental of each is not more than \$30,000; (3) Consultant, professional license, maintenance service, and other routine business agreements where the annual compensation of each is not more than \$30,000; (4) Purchase of software, apparatus, supplies, materials, information technology equipment and other equipment where formal bids are not required by law; this includes the authority to award contracts, reject bids, advertise, and re-advertise to receive bids and execute any necessary contracts on behalf of Montgomery County Government subject to the restrictions as to dollar amount and other conditions imposed by the Board of County Commissioners; (5) Applications and agreements for acceptance and distribution of State, Federal, public and non-profit organization grant and other funds, and funds from other governmental units or other entities for services to be rendered; (6) Construction or repair work where formal bids are not required by law; and (7) Liability, health, life, disability, casualty, property or other insurance contracts or retention and faithful performance bonds (other than for the Sheriff and Register of Deeds) (other appropriate County officials are also authorized to execute and approve such insurance and bond undertakings as provided by law); (8) Fee or income generating contracts, such as for commissary services, without regard to the amount generated thereby; and (9) Agreements specifically discussed and agreed to in the budget adoption process without regard to the amount.

The County Manager is hereby authorized to submit to the State of North Carolina a list of County requirements of apparatus, supplies, materials, or equipment and make purchases for the County in any amount by participating in State Contracts under the rules established by the Department of Administration through its Division of Purchase and Contract from items bid by the State of North Carolina in accordance with the laws of this State, subject to the budget limits approved by the Board of County Commissioners with no further bidding by County staff or award by the Board of County Commissioners, to the extent authorized by law.

**FY2018 BUDGET ORDINANCE**

Pursuant to the authority provided in N.C.G.S. 159-28, no obligation may be incurred in a program, function, or activity accounted for in a fund included in the budget ordinance unless the budget ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction for the current fiscal year. No obligation may be incurred for a capital project, or a grant project authored by a project ordinance unless that project ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction for the current fiscal year. If an obligation is evidenced by a contract or agreement requiring the payment of money or by a purchase order for supplies and materials, the contract and agreement or purchase order shall include on its face a certificate stating that the instrument has been pre-audited to assure compliance with the North Carolina General Statute. An obligation incurred in violation N.C.G.S. 159-28 is invalid and the official, officer, agent or employee who purchased or entered into the agreement is solely and personally responsible for that obligation and the County may choose not to be responsible for this debt. In addition, pursuant to the N.C.G.S. 159-28, if an officer or employee or the County incurs an obligation or pays out or causes to be paid out any funds in violation of this section, he and the sureties on his/her bond are liable for any sums so committed or disbursed.

The County Manager is authorized to use contracts established by the State of North Carolina, in accordance with statutes, policies, and rules of the Office of Information Technology Services, to make purchases of information technology equipment for the County in any amount at the same prices, terms, and conditions as the State contracts, without further compliance by the County with otherwise applicable competitive bidding requirements as authorized by the N.C.G.S. 147-33.82(b), subject to budget limits approved by the Board of County Commissioners.

Pursuant to the authority provided in N.C.G.S. 153A-13, within the limitations set forth above, the Chairman of the Board of Commissioners, and the County Manager and his/her designee, are authorized to execute on behalf of Montgomery County Government, continuing contracts, some portion or all of which are to be performed in ensuing fiscal years, provided sufficient funds are appropriated to meet any amount to be paid under the contract in the current fiscal year and further provided, in each future year, sufficient funds are to be included in the appropriations to meet the amounts to be paid under continuing contracts previously entered into.

The Montgomery County Board of Education may not adjust the County Capital appropriation in any manner without prior approval from the Board of County Commissioners in accordance with N.C.G.S. 159-13.

Appropriations allocated in departmental line items labeled supplemental retirement cannot be used to offset other line items without Board approval. All Sworn law enforcement in the Sheriff's Office will automatically receive the maximum of 5% regardless if they contribute or not. If they contribute, they will not get an additional match by the County as they are already getting the contribution through a state mandate. All other employees will have to contribute anywhere from 1% to 5% in order to have the County contribute. If the employee contributes 1%, then the County will contribute 1%; if the employee contributes 5%, then the County will contribute 5%; and if the employee contributes 15%, then the County will only contribute the 5%.

Category	FY2018 Appropriations
GOVERNING BODY	\$39,322
ADMINISTRATION / MANAGER'S OFFICE	\$212,749
FINANCE	\$290,435
I.T. (INFORMATION TECHNOLOGY)	\$448,460
H.R. (HUMAN RESOURCES)	\$75,103
PROPERTY TAXES	\$417,323
ELECTIONS	\$137,234
ELECTIONS EXPENSE	\$63,452
REGISTER OF DEEDS	\$164,299
HOUSEKEEPING / CUSTODIAL SERVICES	\$173,486
PUBLIC BUILDINGS	\$758,879
AIRPORT	\$30,000
SHERIFF'S OFFICE	\$1,449,670
MCS: 4 SROs	\$166,000
MCC: 1 SRO	\$41,500
SHERIFF'S OFFICE FLEET	\$270,000
SHERIFF'S OFFICE RESTRICTED	\$63,000
JAIL / DETENTION CENTER	\$1,274,346

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Category	FY2018 Appropriations
ANIMAL CONTROL	\$124,769
INSPECTIONS	\$199,314
RESCUE SQUAD	\$25,000
RESCUE GRANT MATCH	\$15,000
EMERGENCY MANAGEMENT	\$72,327
EMERGENCY 911 COMMUNICATIONS CENTER	\$478,107
SOIL AND WATER CONSERVATION	\$81,334
PLANNING AND ZONING	\$66,922
ECONOMIC DEVELOPMENT	\$93,318
COOPERATIVE/AGRICULTURAL EXTENSION	\$213,759
HEALTH	\$1,889,465
MCS: SCHOOL NURSES	\$100,000
ENVIRONMENTAL HEALTH	\$181,994
JUVENILE CRIME PREVENTION	\$100,000
HCCBG -- AGING	\$241,523
D.S.S. (DEPARTMENT OF SOCIAL SERVICES)	\$4,994,590
LIBRARY	\$299,277
COUNTY CAPITAL OUTLAY	\$626,000
MCS: CURRENT EXPENSE	\$5,293,000
MCC: CURRENT EXPENSE	\$768,000
ALLOCATIONS/MEMBERSHIPS	\$761,525
CONTRACTED SERVICES	\$2,992,119
ADDITIONAL EMPLOYEE COMP	\$725,000
COUNTY DEBT SERVICE	\$903,249
MCS: DEBT SERVICE	\$1,505,147
TRANSFER OF COUNTY VFD TAX (2 CENTS)	\$602,624
TRANSFER OF EDUCATIONAL FACILITIES TAX (5 CENTS)	\$1,506,558
OTHER TRANSFERS	\$663,588
TOTAL	\$31,598,767

**SECTION III. PERSONNEL SUMMARY:** The following is a list of the full-time and permanent part-time employment positions approved for fiscal year beginning July 1, 2017. This list represents one less than the number of positions approved for the fiscal year that began July 1, 2016.

Department	Positions
I. Administration / Manager's Office	County Manager
	Clerk to the Board
II. Finance	Finance Director
	Accountant
	Finance Technician II
	Finance Technician I
III. I.T. (Information Technology)	I.T. Director
	I.T. Support
IV. H.R. (Human Resources)	H.R. Director
V. Property Taxes	Tax Administrator
	Tax Assessor
	Assistant Administrator
	Tax Clerk II (3)
	Tax Clerk I (2)

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Department	Positions
VI. Elections	Elections Director
	Elections Assistant
VII. Register of Deeds	Register of Deeds (elected)
	Register of Deeds Assistant II
	Register of Deeds Assistant I
VIII. Housekeeping / Custodial Services	Housekeeping Supervisor
	Housekeeper II
	Housekeeper I (2)
IX. Public Buildings Maintenance	Facilities Supervisor
	Facilities Technician
X. Sheriff's Office	Sheriff (elected)
	Captain (2)
	Sergeant (3)
	Detective (5)
	Deputy (13)
	School Resource Officer (5)
	Processing Assistant (3)
XI. Jail / Detention Center	Jail Administrator
	Captain
	Lieutenant (2)
	Sergeant (4)
	Detention Officer (12)
	Reception
XII. Emergency 911 Communication Center	Jail Transport
	Telecommunicator (9)
XIII. E.M. (Emergency Management)	Emergency and Safety Director
XIV. Animal Control	Animal Control Supervisor
	Animal Control Assistant
XV. Economic Development	Economic Development Director
XVI. Soil and Water Conservation	Soil and Water Supervisor
	Administrative Assistant
XVII. Planning and Zoning	Planning Director
XVIII. Inspections	Inspections Director
	Inspector II
	Administrative Assistant
XIX. Health	Health Director
	PHN Clinic Supervisor
	Registered Nurse (9)
	WIC Director
	Health Educator (2)
	Nutritionist I
	Lab Tech
	LPN (2)
	Admin. Support/Finance Tech
Interpreter	

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Department	Positions
XIX. Health (continued)	Processing Assistant (8)
XX. E.H. (Environmental Health)	EH Director EH Specialist EH Administrative Support
XXI. D.S.S. (Department of Social Services)	DSS Director DSS Deputy Director Unit Supervisor II (2) Unit Supervisor I (3) DSS Worker IV (2) DSS Worker III (16) Administrative Support Supervisor DSS Worker II (27) DSS Worker I (6)
XXII. Library	Library Supervisor Library Asst. II Library Asst. I (3)
XXIII. Water System Fund	Public Utilities Director Plant ORC & WTP Supervisor Utilities Supervisor Water Operator III Water Operator II Utility Technician II Water Plant Operator I (3) Quality Technician Utility Technician I (4) Water Plant Technician Water Billing & Customer Service Supervisor
XXIV. E-911 Telephone System Fund	Addressing/Mapping/GIS Technician
<b>Total Permanent Positions</b>	<b>213</b>

The following is a list of the pay classifications, based on levels of scope and skill.

Grade	Title	Salary Range
1	Housekeeper I (2)	\$22,000-\$25,000
	Library Assistant I (3)	\$22,000-\$25,000
	Central Permitting Office Assistant	\$22,000-\$25,000
2	DSS Worker I (6) / Health Level I (9)	\$23,000-\$26,000
	Office Assistant I (4)	\$23,000-\$26,000
3	Office Assistant II (5)	\$25,000-\$28,000
	Library Assistant II	\$25,000-\$28,000
	Utility Technician I (3)	\$25,000-\$28,000
	Animal Control Assistant	\$25,000-\$28,000
	Housekeeper II	\$25,000-\$28,000
4	DSS Worker II (27)	\$29,000-\$32,000
	Water Plant Operator I (3)	\$29,000-\$32,000
	Telecommunicator (9)	\$29,000-\$32,000
	Utility Technician II (3)	\$29,000-\$32,000
	Facilities Technician I	\$29,000-\$32,000

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Grade	Title	Salary Range
4 (cont.)	Finance Technician I	\$29,000-\$32,000
	Housekeeping Supervisor	\$29,000-\$32,000
	I.T. Support	\$29,000-\$32,000
	Inspections Administrative Assistant	\$29,000-\$32,000
5	Health Level II (4)	\$32,000-\$36,000
	DSS Support Supervisor	\$32,000-\$36,000
	Library Supervisor	\$32,000-\$36,000
	Water Plant Operator II (2)	\$32,000-\$36,000
	Utility Technician III	\$32,000-\$36,000
	Soil and Water Supervisor	\$32,000-\$36,000
	Finance Technician II	\$32,000-\$36,000
6	Clerk To Board	\$36,000-\$40,000
	Health III	\$36,000-\$40,000
	Animal Control Supervisor	\$36,000-\$40,000
	Tax GIS Mapping	\$36,000-\$40,000
	I.T. Technician	\$36,000-\$40,000
	Water Plant Operator III	\$36,000-\$40,000
	Utility Billing Supervisor	\$36,000-\$40,000
7	Elections Director	\$40,000-\$45,000
	Building Inspector II	\$40,000-\$45,000
	Health Level IV (2)	\$40,000-\$45,000
	DSS Worker III (16)	\$40,000-\$45,000
8	DSS Worker IV (2)	\$42,000-\$46,000
	911 Addressing/EM II	\$42,000-\$46,000
	Health Level V (3)	\$42,000-\$46,000
9	DSS Unit Supervisor I (3)	\$46,000-\$51,000
	Tax Assessor	\$46,000-\$51,000
	Utility Supervisor	\$46,000-\$51,000
	Health VI (6)	\$46,000-\$51,000
	EH Inspector	\$46,000-\$51,000
10	Facilities Supervisor	\$51,000-\$56,000
	Planner	\$51,000-\$56,000
	HR Director	\$51,000-\$56,000
	Accountant	\$51,000-\$56,000
	EM Director	\$51,000-\$56,000
	Water Plant Supervisor	\$51,000-\$56,000
	Register of Deeds (elected)	\$51,000-\$56,000
11	DSS Unit Supervisor II (1-APS & 1-CPS)	\$56,500-\$63,500
	Tax Administrator	\$56,500-\$63,500
	Chief Inspector	\$56,500-\$63,500
	EH Director	\$56,500-\$63,500
12	DSS Deputy Director	\$62,000-\$69,000
	IT Director	\$62,000-\$69,000
	Economic Development Director	\$62,000-\$69,000
	PHN Clinic Supervisor	\$62,000-\$69,000
13	Health Director	\$67,000-\$77,000

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Grade	Title	Salary Range
13 (cont.)	Utilities Director	\$67,000-\$77,000
14	DSS Director	\$77,000-\$92,000
	Finance Director	\$77,000-\$92,000

**SECTION IV. ENTERPRISE FUNDS:** It is estimated that the revenues and fund balances of the funds deemed below will be available during fiscal year beginning July 1, 2017 and ending June 30, 2018 to meet the appropriations deemed below. Of this amount, it is estimated that revenues collected during the upcoming fiscal year will amount to \$3,867,000. The following funds are designated as Enterprise Funds and are to be accounted for and reported as such:

Unit	Fund Designation	FY2018 Amount
Montgomery County Public Utilities - Operations	60	\$3,867,000
Montgomery County Public Utilities - Capital Improvement Projects	61	\$6,374,000

Capital improvement projects include "Correll Road Booster Pump Station", "Biscoe Meter Vault", "Alum Residual Building Improvements", "Rehab of Chemical Feed System", "Rehab of Booster Pump Stations #1 and #2", "Wadeville Elevated Tank Replacement", and "Fairway Shores Water Main Replacement".

**SECTION V. GOVERNMENTAL FUNDS:** It is estimated that the revenues and fund balances of the funds deemed below will be available during fiscal year beginning July 1, 2017 and ending June 30, 2018 to meet the appropriations deemed below. The following funds are designated as governmental funds and are to be accounted for and reported as such:

Unit	Fund Designation	FY2018 Amount
Vehicle Purchases	10	\$166,000
Property Tax Revaluation	12	\$125,000
Drug Forfeitures	13	\$6,000
County VFD (2¢ Tax)	14	\$602,624
Court Facility Fees	15	\$50,000
Summer Recreational Program	16	\$89,000
Haltiwanger Retreat	17	\$15,000
E-911 PSAP ETSF (Emerg. Telephone Service Fund)	20	\$295,000
Emergency Mgmt. Performance Grant (EMPG)	23	\$40,000
Community Development	24	\$110,617
DSS Restricted	33	\$290,000
Educational Facilities Maintenance Projects	46	\$1,545,900
Educational Facilities Capital Projects (4¢ Tax)	47	\$1,205,247
Airport Projects	48	\$120,000
County Projects	49	\$819,735

**SECTION VI. AGENCY FUNDS:** The County maintains several agency funds, also called Fiduciary Funds. Pursuant to N.C.G.S. these funds do not require an annual budget. The following funds are authorized as agency funds:

Unit	Department	Authorized Agents
DSS Agency (or SSA Representative Payee Conserved Agency)	Social Services	County Manager, Finance Director
Property Tax District Agency	Tax Department	County Manager, Finance Director
Fines and Forfeitures Agency	Montgomery County Schools	County Manager, Finance Director
Inmate Agency	Sheriff/Jail	Sheriff, Chief Deputy, Jail Administrator, County Manager, Finance Director
Soil & Water Conservation District Board Agency	Soil & Water Conservation	Board Chair, Board Treasurer, County Manager, Finance Director
Agricultural Advisory Board Agency	Cooperative/Agricultural Extension	Board Chair, Board Treasurer, County Manager, Finance Director

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Agency accounts are reconciled monthly in accordance with County financial policies.

**SECTION VII. COMPONENT UNIT:** It is estimated that the revenues and fund balances of the funds deemed below will be available during fiscal year beginning July 1, 2017 and ending June 30, 2018 to meet the appropriations deemed below. The following fund is designated as a Component Unit and is to be accounted for and reported as such:

Unit	Fund Designation	FY2018 Amount
Tourism Development Authority	39	\$70,000

**SECTION VIII. COUNTY-WIDE AD VALOREM TAX LEVY:** There is hereby levied for fiscal year beginning July 1, 2017 and ending June 30, 2018 an ad valorem tax on all property having a situs in Montgomery County as listed for taxes as of January 1, 2017, at a rate of **sixty-two cents (\$0.6200) per one hundred dollars (\$100.00) assessed valuation of property** pursuant to and in accordance with the Machinery Act (which is Subchapter II of Chapter 105 of the North Carolina General Statutes) and other applicable laws. Property shall be assessed at one hundred percent (100%) of its true value. For the purpose of taxation, the rate of tax is based on an estimated total non-automobile valuation of \$2,821,484,294 and automobile valuation of \$234,857,631. The estimated collection rate of 97% is used for both non-automobiles and automobiles. Two (2) cents of the \$0.62 is designated solely for the funding of the Volunteer Fire District and will be distributed in accordance with the County's Fire Tax policies and procedures. Five (5) cents of the \$0.62 is designated solely for funding the needs of educational facilities and will be distributed to eligible projects with approval of the Board of County Commissioners. These collections are to be accounted for and reported within the County's General Fund.

**SECTION IX. BADIN LAKE FIRE DISTRICT AD VALOREM TAX LEVY:** There is hereby levied an ad valorem tax rate of **five cents (\$0.0550) per one hundred dollars (\$100.00) assessed valuation of property** listed for taxes in the Badin Lake Fire District as of January 1, 2017 for the purpose of raising the revenues listed as "property taxes" in this ordinance. For the purpose of taxation, the rate of tax is based on an estimated total non-automobile valuation of \$734,580,772 and automobile valuation of \$26,866,000. The estimated collection rate for both automobiles and non-automobiles is 98%. The projected FY2018 collection is \$413,000. The following fund is designated as a special revenue fund and is to be accounted for and reported as such:

Unit at 5.50 cents per \$100	Fund Designation	FY2018 Amount
Badin Lake Fire District-Current	26	\$413,000
Badin Lake Fire District-Prior Yrs	26	\$14,000

**SECTION X. LAKE TILLERY FIRE DISTRICT AD VALOREM TAX LEVY:** There is hereby levied an ad valorem tax rate of **four cents (\$0.0400) per one hundred dollars (\$100.00) assessed valuation of property** listed for taxes in the Lake Tillery Fire District as of January 1, 2017 for the purpose of raising the revenue listed as "property taxes" in this ordinance. For the purpose of taxation, the rate of tax is based on an estimated total non-automobile valuation of \$477,489,798 and automobile valuation of \$22,625,423. The estimated collection rate for both automobiles and non-automobiles is 98%. The projected FY2018 collection is \$198,000. The following fund is designated as a special revenue fund and is to be accounted for and reported as such:

Unit at 4.00 cents per \$100	Fund Designation	FY2018 Amount
Lake Tillery Fire District-Current	29	\$198,000
Lake Tillery Fire District-Prior Yrs	29	\$9,000

**SECTION XI. BUDGET OFFICER:** The budget officer is hereby authorized to transfer appropriations within a fund as contained herein without limitations and without a report being requested, except for any transfers between salary and non-salary expenditures. The budget officer is also authorized to carry forward balances of unspent grants, donations, and other projects as determined by the finance office.



**FY2018 BUDGET ORDINANCE**

The grand total for the County's FY2018 Budget begins at the following amount:

Unit	Fund Designation	FY2018 Amount
County of Montgomery (NC)	All Funds	\$48,023,890

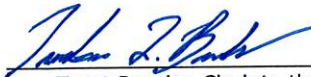
**SECTION XII. FEE SCHEDULE:** Herein attached is the FY2018 Fee Schedule for the County of Montgomery. The fees charged for sales and services are compliant with the Local Government Budget and Fiscal Control Act (which is Article 3 of Subchapter III of Chapter 159 of the North Carolina General Statutes) and Montgomery County Financial Policies.

**SECTION XIII.** Copies of the Budget Ordinance are on file in the County Finance Office and in the Office of the Clerk to the Board.

Adopted the 20th day of June 2017.



  
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Jackie Morris, Chairman  
Montgomery County Board of Commissioners

  
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Trent Brooks, Clerk to the Board  
Montgomery County Board of Commissioners