

**TRANSYLVANIA COUNTY  
SUMMARY BUDGET ORDINANCE  
FISCAL YEAR 2024-2025**

<b>General Fund</b>	\$	76,209,020
 <b>Funds Consolidated with the General Fund</b>		
Charitable Contribution Fund	\$	130,000
Law Officers' Separation Fund	\$	75,000
Deeds Automation/Preservation Fund	\$	23,251
Court Facility Special Revenue Fund	\$	35,000
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	\$	263,251
 <b>General Fund Total</b>		
	\$	76,472,271
 <b>Other Funds:</b>		
Sales Tax Capital Reserve Fund	\$	3,024,411
Fire Districts Tax District Funds	\$	3,252,143
Solid Waste Enterprise Fund	\$	4,137,310
Emergency Telephone System Fund	\$	560,000
Task Force Special Revenue Fund	\$	1,500
Representative Payee Fund	\$	65,000
Court Fines and Forfeitures Fund	\$	125,000
Deed Stamp Special Revenue Fund	\$	28,416
Self-Insurance Internal Service Fund	\$	6,953,316
Silvermont Permanent Fund	\$	2,500
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<b>Total Other Funds</b>	\$	18,149,596
 <b>Transfers between Funds</b>		
Education Capital Fund	\$	5,000,000
Sales Tax Reserve	\$	3,024,411
Solid Waste Fund	\$	1,185,925
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<b>Total Transfers</b>	\$	9,210,336
 <b>Total Other Funds net of Transfers</b>		
	\$	8,939,260
 <b>Sum of Annual Appropriations</b>		
	\$	<b>85,148,280</b>
 <b>Multi-Year Project Ordinances and Funds</b>		
Education Capital Project Fund		71,839,601
Multi Year Grant Fund		11,757,899
General Capital Projects Fund		10,693,992
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<b>Sum of Total Appropriations</b>	\$	<b>179,439,772</b>

**TRANSYLVANIA COUNTY BUDGET ORDINANCE**  
**FISCAL YEAR 2024-2025**  
**Schedule A: General Fund**

**WHEREAS**, the Board of Commissioners of Transylvania County intends to adopt a budget ordinance that complies with the requirements of NCGS 159-13 with regard to its form, adoption and limitations.

**THEREFORE BE IT ORDAINED** by the Board of Commissioners of Transylvania County, North Carolina, that the FY 2024-2025 budget ordinance is adopted as

**SECTION 1.** The following amounts are hereby appropriated for expenditures in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this county:

<b>GENERAL GOVERNMENT</b>		
Board of Commissioners	\$	364,032
Administration	\$	692,995
Human Resources	\$	422,472
Finance	\$	730,848
Board of Elections	\$	474,670
Tax Administration	\$	1,507,203
License Plate Agency	\$	141,649
Register of Deeds	\$	1,008,010
Public Buildings - Maintenance	\$	2,127,012
Public Buildings - Housekeeping	\$	447,690
Information Technology	\$	701,548
IT - Software Subscriptions	\$	172,644
Central Services	\$	2,788,655
Project Management	\$	140,364
Outside Agencies - General Government	\$	366,061
<b>Total</b>	<b>\$</b>	<b>12,085,853</b>
 <b>PUBLIC SAFETY</b>		
Sheriff	\$	11,457,736
Emergency Management	\$	301,053
Fire Marshal	\$	256,575
Emergency Medical Services	\$	4,001,822
Animal Services	\$	728,569
Communications	\$	2,527,630
Outside Agencies - Emergency Services	\$	2,234,874
Building Permitting and Enforcement	\$	744,646
<b>Total</b>	<b>\$</b>	<b>22,252,906</b>
 <b>ECONOMIC AND PHYSICAL DEVELOPMENT</b>		
Planning and Community Development	\$	359,662
Economic Development	\$	362,100
Cooperative Extension	\$	242,752
Soil and Water Conservation	\$	261,138
Occupancy Tax Remittances	\$	2,093,693
<b>Total</b>	<b>\$</b>	<b>3,319,345</b>

**HUMAN SERVICES**

Public Health and Environmental Health	\$	3,560,610
Social Services	\$	5,580,342
Social Benefits and Assistance	\$	1,623,794
Veteran's Services	\$	51,393
New Adventure Learning Center	\$	929,146
Transportation Administration	\$	228,375
Transportation Operations	\$	485,308
<b>Total</b>	<b>\$</b>	<b>12,458,968</b>

**CULTURE AND RECREATION**

Parks and Recreation	\$	686,098
Library	\$	1,690,722
<b>Total</b>	<b>\$</b>	<b>2,376,820</b>

**DEBT SERVICE & LEASES**

Debt Service	\$	150,412
Long Term Leases	\$	234,737
<b>Total</b>	<b>\$</b>	<b>385,149</b>

**EDUCATION**

TCS - Local Current Expense	\$	13,614,833
TCS - FF&E	\$	740,309
TCS - Building Renovations >\$50k	\$	20,000
TCS - Vehicle Appropriations	\$	75,000
BRCC - Annual Operating Appropriation	\$	688,414
BRCC - Capital Outlay	\$	125,500
<b>Total</b>	<b>\$</b>	<b>15,264,056</b>

**SUBTOTAL - TOTAL OPERATIONAL BUDGET**      **\$**      **68,143,095**

**TRANSFERS TO OTHER FUNDS**

Education Capital Fund	\$	5,000,000
Self-Insured Health Plan Fund	\$	80,000
Solid Waste Fund	\$	1,185,925

**CAPITAL IMPROVEMENT PLAN**

CIP Reserves	\$	1,800,000
<b>Total</b>	<b>\$</b>	<b>8,065,925</b>

**TOTAL GENERAL FUND EXPENDITURES**      **\$**      **76,209,020**



**SECTION 2.** It is estimated that the following revenues and appropriations of fund balance will be available to meet the needs of approved expenditures:

Current Year's Property Taxes, Prior Year, Interest and Penalties	\$	44,162,811
Local Option Sales Taxes and Medicaid Hold Harmless Sales Tax	\$	11,500,555
Other Taxes	\$	3,494,204
Restricted Intergovernmental Revenues	\$	6,355,644
Unrestricted Intergovernmental Revenues	\$	554,000
Investment earnings	\$	1,400,000
Miscellaneous Revenues	\$	436,175
Permits, Fines & Fees	\$	785,084
Sales (Goods and Services)	\$	4,430,679
Surplus	\$	20,000
Medicaid Payments	\$	229,700
Transfers In From Other Funds	\$	835,309
Other Financing/Appropriation of Unassigned Fund Balance	\$	2,004,859
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$</b>	<b>76,209,020</b>

**SECTION 3.** There is hereby levied a tax at the rate of six thousand and three hundred and three hundredths of a cent (\$.6033) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2023, for the purpose of raising the revenues for the current year's levy as estimated in section 2 of this ordinance. This rate is calculated based on the County Assessor's estimated total valuation of \$7,145,795,000 and an estimated total collection rate of 99.80%.

**SECTION 4.** Pursuant to N.C. General Statute 153A-277 this ordinance levies fees for sales and services provided by County Departments according to Schedule C of the budget ordinance.

**SECTION 5.** Use fees for Solid Waste activity are hereby levied in amounts specified by Schedule D of the Budget Ordinance and in accordance with NC G.S. 153A-293.

**SECTION 6.** The appropriations to the Board of Education shall be made first from any funds which are dedicated to the use of the schools and secondly from general county revenues to the extent necessary and shall conform with the following policies. Appropriations to nonprofit agencies or other governments authorized by this ordinance are to be undertaken according to the following policies of the Board of Commissioners:

- (1) Capital projects authorized by this Budget Ordinance are restricted by project and function according to NC G.S. 115C-429 (b)
- (2) The appropriations for approved projects totaling greater than \$50,000 are not appropriated to the Transylvania County Board of Education until such time as the County has received purchase orders for projects between \$50,000-\$90,000 and a scope of work or a project budget with contracts naming the County as client with TCS, along with documents showing all bid processes required under State law and TCS policy have been followed.
- (3) After the County has received the appropriate instrument on projects under (2), the County Manager and Finance Director are authorized to amend and disburse appropriations to the Board of Education for projects \$50,000-\$90,000. Projects over \$90,000 will be paid directly to the vendor after receiving TCS reviewed and approved invoices.
- (4) Appropriations to volunteer fire and rescue agencies shall be made quarterly
- (5) Appropriations to other nonprofit corporations shall be made annually or quarterly

**SECTION 7.** The budgets for all other funds are presented in Schedule B and are adopted and incorporated into this ordinance as if fully set out herein.

**SECTION 8.** The following depositories are designated official depositories for fund deposits as required by North Carolina General Statute 159-31:

- First Citizens Bank & Trust Company, Brevard, NC
- N.C. Capital Management Trust, Charlotte, NC
- North Carolina Investment Pool, Raleigh, NC
- JP Morgan and Chase Bank, NA

**SECTION 9.** The County Manager and the Finance Director are hereby designated as the County officials whose endorsements shall appear on financial instruments related to the financial activity of the County undertaken with this Budget Ordinance.

**SECTION 10.** The County Manager is hereby designated as the Transylvania County Budget Officer and authorized to transfer appropriations within and between funds contained herein subject to the following guidelines and restrictions:

- (1) The Manager may transfer amounts between expenditure line items within a department without limitation and without a report being required.
- (2) The Manager may transfer amounts up to \$50,000 between departments within the general fund. An official report on such transfers exceeding \$10,000 shall be provided to the Board of Commissioners on at least a quarterly basis.
- (3) The County Manager may initiate transfers of up to \$50,000 from the General Fund. Reports on such transfers will be provided by the Finance Officer on a quarterly basis and must be approved by the Board of County Commissioners.

All other amendments to the Budget Ordinance must be authorized by the Board. A report of all amendments will be presented to the Board by the Finance Director on quarterly basis and entered into the minutes.

**SECTION 11.** The County Manager is hereby authorized to purchase or enter into contract to construct or renovate capital items which are included in the current year budget without submitting a formal request to the Board of Commissioners. The County Manager may amend the budget to create and approve capital projects that are not contained in the budget ordinance up to a limit of \$10,000 so long as resources necessary for appropriations are within the current budget.

**SECTION 19.** The Chairman of the Board of Commissioners and the County Manager are authorized to execute all contracts/agreements included in the budget unless otherwise required by law.

**SECTION 20.** The Finance Officer may advance resources between funds only as approved by the Board of Commissioners.

**SECTION 21.** The tax rate on gross receipts from the sale of taxable accommodations ("occupancy tax") is hereby set at the rate of 5% through June 30th, 2024 pursuant to NC S.L. 2005-88 and in accordance with NCGS 153A-155

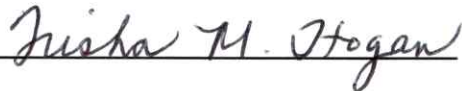
**SECTION 22.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Commissioners, the Budget Officer, the Finance Director, and all County departments for direction in carrying out their duties.

As approved this 28th day of May, 2024

TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Jason Chappell, Chair

ATTEST:

  
\_\_\_\_\_  
Trisha M. Hogan, Clerk to the Board





**TRANSYLVANIA COUNTY BUDGET ORDINANCE  
FISCAL YEAR 2024-2025  
SCHEDULE B-1: SUMMARY OF NONMAJOR FUNDS**

**BE IT ORDAINED** by the Board of Commissioners of Transylvania County:

SECTION 1. The following amounts are hereby appropriated for revenues and expenditures of the following non-major funds of the county government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this county:

**FOR THE REGISTER OF DEEDS' AUTOMATION AND ENHANCEMENT FUND (14)**

**Revenues:**

Other Fees	\$	23,251
Interest Revenue	\$	-
<b>Total</b>	<b>\$</b>	<b>23,251</b>

**Expenditures:**

Special Projects for Preservation	\$	23,251
<b>Total</b>	<b>\$</b>	<b>23,251</b>

**FOR THE LAW ENFORCEMENT SPECIAL SEPARATION FUND)**

**Revenues**

Fund Balance Appropriated	\$	-
Interest Revenue	\$	75,000
<b>Total</b>	<b>\$</b>	<b>75,000</b>

**Expenditures**

Transfer to Fund Balance	\$	75,000
<b>Total</b>	<b>\$</b>	<b>75,000</b>

**FOR THE COURT FACILITIES SPECIAL REVENUE FUND (18)**

**Revenues**

Special Court Fees	\$	35,000
<b>Total</b>	<b>\$</b>	<b>35,000</b>

**Expenditures**

Court Operation Expenditures	\$	35,000
<b>Total</b>	<b>\$</b>	<b>35,000</b>

**FOR THE SALES TAX CAPITAL RESERVE (FUND 21)**

**Revenues**

Article 40 Sales Taxes	\$	1,074,035
Article 42 Sales Taxes	\$	1,950,376
<b>Total</b>	<b>\$</b>	<b>3,024,411</b>

**Expenditures**

Transfer to the General Fund (Vehicles and Projects less than \$150,000)	\$	835,309
Transfer to Education Capital Projects Fund	\$	2,189,102
<b>Total</b>	<b>\$</b>	<b>3,024,411</b>

**TRANSYLVANIA COUNTY BUDGET ORDINANCE  
FISCAL YEAR 2024-2025  
SCHEDULE B-2: FIRE SERVICE DISTRICT BUDGETS**

**BE IT ORDAINED** by the Board of Commissioners of Transylvania County, North Carolina that the following tax valuation bases, rates and appropriations are made for each of the service districts below:

<b>FIRE AND RESCUE SERVICE DISTRICT(S)</b>		<u>Estimated Valuation</u>
Sylvan Valley 2 District	\$0.055 \$	1,145,900,000
Rosman Fire Service District	\$0.055 \$	576,100,000
Little River Fire Service District	\$0.055 \$	656,800,000
Connestee Falls Fire Service District	\$0.055 \$	1,211,400,000
Cedar Mountain Fire Service District	\$0.055 \$	167,900,000
Lake Toxaway Fire Service District	\$0.055 \$	1,904,700,000
Balsam Grove Fire Service District	\$0.055 \$	108,000,000
North Transylvania Fire Service District	\$0.055 \$	171,900,000

**SECTION 8.** The following amounts are hereby appropriated in the Transylvania County Fire Service Tax District Funds for the fiscal year, not including General Fund

**Fire Tax Revenues:**

Sylvan Valley 2 District	\$	627,094
Rosman	\$	315,271
Little River	\$	359,434
Connestee Falls	\$	662,939
Cedar Mountain	\$	91,883
Lake Toxaway	\$	1,042,347
Balsam Grove	\$	59,103
North Transylvania	\$	94,072
<b>Total</b>	<b>\$</b>	<b>3,252,143</b>

**Fire District Expenditures:**

Sylvan Valley 2 Services	\$	627,094
Rosman Fire District Services	\$	315,271
Little River Fire District Services	\$	359,434
Connestee Fire District Services	\$	662,939
Cedar Mountain Fire District Services	\$	91,883
Lake Toxaway Fire District Services	\$	1,042,347
Balsam Grove Fire District Services	\$	59,103
North Transylvania Fire District Services	\$	94,072
<b>Total</b>	<b>\$</b>	<b>3,252,143</b>

**SECTION 9.** Any remaining contractual obligations of the County to volunteer fire and rescue departments for their annual appropriations shall be drawn from the General Fund, pursuant to this ordinance.



**TRANSYLVANIA COUNTY BUDGET ORDINANCE  
FISCAL YEAR 2024-2025  
SCHEDULE B-3: SUMMARY OF NONMAJOR FUNDS**

**FOR THE SOLID WASTE ENTERPRISE FUND**

**Revenues:**

Fees/Charges for Services	\$	75,000.00
Investment Revenue	\$	95,000.00
Miscellaneous Revenue	\$	5,200.00
Woodruff Sales	\$	2,100,000.00
Transfer from the General Fund	\$	1,185,925.00
Net Position Appropriated	\$	8,185.00
Convenience Center Sales	\$	668,000.00
<b>Total Revenues</b>	<b>\$</b>	<b>4,137,310.00</b>

**Expenditures**

Solid Waste Operations	\$	3,140,237
Solid Waste Collections	\$	531,384
Solid Waste Other	\$	465,689
<b>Total Expenditures</b>	<b>\$</b>	<b>4,137,310</b>

**FOR THE EMERGENCY TELEPHONE SPECIAL REVENUE FUND (50)**

**Revenues:**

NC 911 PSAP Distributions	\$	112,483
Fund Balance Appropriated	\$	447,517
<b>Total</b>	<b>\$</b>	<b>560,000</b>

**Expenditures:**

Operating Expenditures	\$	210,000
Capital Outlay	\$	350,000
<b>Total</b>	<b>\$</b>	<b>560,000</b>

**FOR THE TASK FORCE SPECIAL REVENUE FUND (51)**

**Revenues:**

Investment Revenue	\$	-
NCDOR Distributions	\$	1,500
<b>Total</b>	<b>\$</b>	<b>1,500</b>

**Expenditures:**

Operating Expenditures	\$	1,500
<b>Total</b>	<b>\$</b>	<b>1,500</b>

**FOR THE REPRESENTATIVE PAYEE SPECIAL REVENUE FUND (52)**

**Revenues:**

Social Security Trust Distributions	\$	65,000
<b>Total</b>	<b>\$</b>	<b>65,000</b>

**Expenditures:**

DSS Disbursements	\$	65,000
<b>Total</b>	<b>\$</b>	<b>65,000</b>

**TRANSYLVANIA COUNTY BUDGET ORDINANCE  
FISCAL YEAR 2024-2025  
SCHEDULE B-4: SUMMARY OF NONMAJOR FUNDS**

**FOR THE COURT FINES AND FORFEITURES SPECIAL REVENUE FUND (53)**

**Revenues:**

Court System Fee Receipts		\$	125,000
<b>Total</b>		<b>\$</b>	<b>125,000</b>

**Expenditures:**

Remittances		\$	125,000
<b>Total</b>		<b>\$</b>	<b>125,000</b>

**FOR THE DEED STAMP SPECIAL REVENUE FUND (54)**

**Revenues:**

Deed Stamps		\$	28,416
<b>Total</b>		<b>\$</b>	<b>28,416</b>

**Expenditures:**

Remittances to Transylvania County Schools		\$	28,416
<b>Total</b>		<b>\$</b>	<b>28,416</b>

**FOR THE SILVERMONT PERMANENT FUND (71)**

**Revenues:**

Investment Revenue		\$	2,500
<b>Total</b>		<b>\$</b>	<b>2,500</b>

**Expenditures:**

Operating Expenses		\$	2,500
<b>Total</b>		<b>\$</b>	<b>2,500</b>

**FOR THE CHARITABLE CONTRIBUTION FUND**

**Revenues:**

Donations		\$	130,000
<b>Total</b>		<b>\$</b>	<b>130,000</b>

**Expenditures:**

Office of the Sheriff		\$	5,000
Emergency Medical Services		\$	5,000
Animal Services		\$	5,000
Public Health		\$	106,000
Parks and Recreation		\$	9,000
<b>Total</b>		<b>\$</b>	<b>130,000</b>

**TRANSYLVANIA COUNTY BUDGET ORDINANCE**  
**FISCAL YEAR 2024-2025**  
**SCHEDULE B-5**  
**FINANCIAL PLANS FOR INTERNAL SERVICE FUNDS**

**FOR THE GROUP HEALTH INSURANCE INTERNAL SERVICE FUND (60)**

**Revenues:**

Employee/Employer Health Contributions	\$	6,238,664
Other Insurance Contributions	\$	404,942
Investment Returns	\$	174,710
Retiree Premiums	\$	55,000
Transfer from General Fund	\$	80,000
<b>Total</b>	<b>\$</b>	<b>6,953,316</b>

**Expenditures:**

Admin/Stop Loss Costs	\$	1,672,336
IRS Fees	\$	1,962
Clinic	\$	258,500
Claims Cost	\$	4,708,118
Other Insurance Expense	\$	312,400
<b>Total</b>	<b>\$</b>	<b>6,953,316</b>



**Fiscal Year 2024 – 2025  
Budget Ordinance Schedule C  
Schedule of Rates**

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## Administration

Fees for N.C.G.S. 132-6.2 Public Records:

- Photocopies and copies from computers/internet 15¢ per copy.
- Color printing from computers/Internet, 25¢ per page.

Fees for Notary Acknowledgements per G.S. 161-10 (12)

- \$8.00 for one signature, \$9.00 for two signatures, \$10.00 for three or more signatures

*Other fees, depending on the nature and complexity of the records request, may be assessed.*

## Animal Services

Service Type	Fee
Adoption Fee – Cat	\$90
Adoption Fee – Dog	\$100
Vaccination Fee	\$10
Fecal float procedures	\$10
In-Bordetella Vaccination	\$15
Rabies Vaccination	\$10
Da2PPV Vaccination	\$10
Misc. Medications/ per Veterinarian	\$30 per
Boarding per Night	\$20
Transport Fee	\$20
Cat Catch and Release (Feral)	\$25
Microchip Fee	\$15
Impound Fee (per animal)	\$15
Deworming	\$5
FVRCP	\$10

## Building Permitting and Enforcement

### Residential Permits

Permit Type	Fee	Minimum Fee
New Single-Family Dwelling	\$0.30 per square foot	\$600.00
Residential Additions	\$0.30 per square foot	\$300.00
Residential Remodels	\$0.30 per square foot	\$300.00

\*Per square foot of Gross area, includes basement, attached garage, carport, porch, deck, attic with fixed stairs, loft, stairs, and storage.

\*Permit fees include all applicable trade inspections; other misc. residential fees may apply.

### Residential Accessory Structure Permits

Permit Type	Fee
Garage, Workshop, Storage Building, Boathouse	\$150.00 plus .15 per square foot over 400 square feet
Carport, Porch	\$150.00
Deck, Dock*	\$150.00 plus .15 per square foot over 400 square feet
Swimming Pool	\$150.00
Add mechanical, plumbing, electrical, gas, insulation on structure	\$ 75.00 per trade

- Decks and docks are additionally levied .15c per square foot over 400 square feet.

### Miscellaneous Residential Fees

Service Type	Fee
Emergency or Priority Inspection	\$100.00
Minimum fee, re-inspection, partial inspection, permit not posted, no portable toilet, or “not ready conditions”	\$75.00
Homeowners’ Recovery Fund (applies to licensed general contractor)	\$10.00
Emergency inspection during off hours	\$300.00

### Manufactured Homes Permits

Permit Type	Fee
Singlewide	\$200.00
Doublewide	\$250.00
Marriage wall	\$75.00 (for 5/12 and greater roof pitch)



### Commercial Buildings

\$8.50 per \$1000.00 project cost based on the Int'l Construction Code building valuation data; minimum \$300 or minimum of \$100 per trade. Includes all applicable trade inspections and other miscellaneous commercial fees may apply.

### Miscellaneous Commercial Fees

Service Type	Fee
Priority or emergency inspection	\$100.00
Minimum fee, re-inspection, partial inspection, permit not posted, no portable toilet, or not ready	\$100.00
Emergency inspection during off hours	\$300.00

### Other Permits

Permit Type	Fee
ABC	\$150.00
Commercial Single Trade	\$150.00
Construction Trailer	\$ 75.00
Day Care Center	\$75.00
Demolition	\$75.00
Festival	\$75.00
Flood Plain Development	\$150.00
Residential Mechanical/Plumbing/Electrical	\$75.00
Retaining Walls	\$300.00
RV/Park Model	\$150.00
Solar Panels	\$150.00
Signs	\$75.00
Temporary Heat/Power	\$100.00

**Penalty for working without a permit**

\$200.00 (plus the permit fee)

**Permit Renewal**

50% of original permit fee

### Cancellation and/or Refunds

Upon written requests prior to commencement of any work, permits may be cancelled by the contractor, 75% of the permit fee will be refunded, except not less than \$75.00 shall be retained by the County to cover administrative expenses. No refunds on expired permits

### All Other Services

A reasonable fee based on cost of installation or square footage will be established by the Building Director for any work not included in this fee schedule.

## Department of Social Services

### NEW ADVENTURE LEARNING CENTER PRIVATE PAY RATES

SERVICES	WEEKLY PRIVATE PAY RATE	MONTHLY PRIVATE PAY RATE	MARKET RATE	APPROVED PAY RATE
INFANT	\$296.56	\$1285.00	\$1284.00	\$1285.00
1 YR. OLD	\$296.56	\$1285.00	\$1284.00	\$1285.00
2 YR. OLD	\$257.32	\$1115.00	\$1113.00	\$1115.00
3 YR. OLD	\$235.40	\$1020.00	\$1013.00	\$1020.00
4 YR. OLD	\$235.40	\$1020.00	\$1013.00	\$1020.00
5 YR. OLD	\$235.40	\$1020.00	\$1013.00	\$1020.00

### ADOPTION SERVICES FEES

In compliance with 10 NCAC 70H.0113, The Transylvania County Department of Social Services will charge the following fees for certain adoption services as outlined in

G.S. 48-3-304(a) and G.S. 48-2-504(a):

- The preparation of a Pre-placement Assessment
- A report to the Court

The following specific services will be provided according to the type of adoption request:

(1) Stepparent and Relative Adoptions

- Initial application;
- Home visit(s) for data collection and assessment of home for placement;
- Report to the Clerk of Court

(2) Independent Adoption

- Social Assessment
- Development of Social History
- Adoption Assessment document
- Reference checks
- Criminal background review
- Review of Central Registry for reports of abuse and/or neglect
- Post-adoption adjustment services
- Report to the court

(3) Annual Pre-placement Assessment Update

- At least one home visit for data collection and a written addendum to the original adoption assessment describing significant changes.

No fee shall be charged except pursuant to a written fee agreement which must be signed by the parties to be charged prior to the beginning of the preparation. The fee agreement shall not be based on the outcome of the report or the adoption proceeding. All fees shall be paid prior to any assessments or reports to the Court. Fees are to be paid to the Transylvania County Department of Social Services during regular business hours and receipts will be issued. Fees are non-refundable upon the initiation of service delivery.

Fee Structure

- (1) No fee will be charged when one or more of the following circumstances exist:
  - The head of the household for the prospective adoptive family is a TANF or SSI recipient
  - The family unit’s income is below 150% of the Federal Poverty Level
  - The family has identified an adoptee who is in the custody and placement responsibility of the Department of Social Services, and the adoptive family continues to pursue the adoption of the identified child
- (2) ½ of the established fee will be charged to families over 150% of the federal Poverty level yet under 200% of the federal poverty level.
- (3) For all other families, the standard fees will apply:

<b>Stepparent and Relative Adoptions</b>	<b>\$200.00</b>
<b>Independent adoptions</b>	<b>\$1,500.00</b>
<b>Annual Pre-placement Assessment Update</b>	<b>\$200.00</b>

Transylvania County retains the sole discretion of reducing or waiving any fee if circumstances exist that would prevent a family from paying such fees and delaying the adoption service would cause undue hardship on the wellbeing of the child in question.

2024 Poverty Guidelines for the 48 Contiguous States & the District of Columbia

Persons in Family/Household	Poverty Guidelines	200% of Poverty Guideline (OCS/CED)
1	\$15,060	\$30,120
2	\$20,440	\$40,880
3	\$25,820	\$51,640
4	\$31,200	\$62,400
5	\$36,580	\$73,160
6	\$41,960	\$83,920
7	\$47,340	\$94,680
8	\$52,720	\$105,440

For families/households with more than 8 persons, add \$5380 for each additional person. Then multiply by 2.00 for 200% of Poverty Guidelines (for OCS/CED).



## Elections

### Filing Fees

Mayor of Brevard	\$ 105.00
Brevard City Council	\$ 67.00
Transylvania County Sheriff	\$ 884.62
Register of Deeds	\$ 628.16
Transylvania County Board of Commissioners	\$ 140.98
Soil and Water Board	\$ 5.00
Clerk of Court	\$ 950.00
Transylvania County Board of Education	\$ 24.00
NC House 113th District	\$ 139.51
NC Senate 48th District	\$ 139.51
Mayor of Rosman	\$ 51.00
Rosman Board of Alderman	\$ 24.00

### Miscellaneous Fees (Copy/printing Costs)

	Fee
8.5 x 11 Sheet	\$.0075/sheet
8.5 x 14 Sheet	\$.015/sheet
Labels per sheet (Avery 5160 style)	\$.64/page
Flash Drive	\$5.00
Toner	\$0.025/page
Invoice	\$.02

## Emergency Medical Services

Service Type	Fee
Basic Life Support – Non-Emergency	\$410.00
Basic Life Support – Emergency	\$435.00
Advanced Life Support Assist Fee *	\$250.00
Advanced Life Support – Non-Emergency	\$475.00
Advanced Life Support – Emergency	\$525.00
Advanced Life Support – Level 2	\$800.00
Event Stand-By	\$100.00/hour (3 hour minimum)
Mileage **	\$12.00/loaded mile (Effective January 1, 2020)
Wait Fee (First 15 minutes free)	\$50.00/additional 30 minutes

\* Billed when EMS provides ALS care but patient declines transport

\*\* The mileage fee is set to align with the standards established by the Center for Medicare and Medicaid Services, and it is understood that should this rate be adjusted at any point during the year, the Board of County Commissioners hereby adjusts its own billing rate as well.

## Library

### OVERDUE FINES

- There are no fines assessed on Juvenile materials or materials checked out through the Student Access program.
- \$1 per day: overdue DVDs
- \$.15 per day: overdue books, books on CD, music CDs, and kits
- \$10 per item maximum overdue charge

### DAMAGE, LOSS, & REPLACEMENT CHARGES

- If a borrowed item is lost or damaged to the point it can no longer circulate, the patron pays replacement costs equal to the retail cost of the item, or the acquisition costs if a retail price is not included in the bibliographic record. If neither price is available, the following charges apply:
  - \$20 – Adult and Young Adult hardcover and trade paperback books
  - \$15 – Juvenile/Easy hard cover books
  - \$10 – Mass market paperbacks
  - \$15 – DVDs (single disc)
- \$10/disc – multipart DVD or Audiobook sets
- Items with minor damage, or items with replacement parts available:
  - \$.15 – Missing, removed or damaged barcode or square RFID tag
  - \$.65 – Missing, removed or damaged DVD Stingray RFID sheet
  - \$2 – Missing, removed or damaged DVD, CD, audiobook or kit case
  - Actual replacement cost – replacement part, if available (example: single disc in a multi-DVD set.)

### LIBRARY CARDS

Non-resident cards: \$40 per year. Non-resident cards may be purchased by individuals who do not live, work, go to school or own property in Transylvania County

### COPIES

- \$.10 per page: Black & white printing and photocopies
- \$.25 per page: Color printing and photocopies

### FACILITY RENTALS

**Rogow Room Rental Fees** - Minimum Reservation Period: 2 hours

#### Nonprofit Rates\*

	Space	Hourly Rate	Max. Daily Rate	Deposit
<b>Weekdays</b> 9:00 am – 5:30 pm	half room	\$20	\$80	\$100
	whole room	\$40	\$160	\$100
<b>Other hours</b> including weekends	half room	\$30	\$90	\$200
	whole room	\$60	\$180	\$200

### Government Rates

There is no charge for use by governmental agencies. This includes, but is not limited to, Transylvania County Local Government, City of Brevard, and Transylvania County Schools.

### Amphitheater Rental Fees - Minimum Reservation Period: 4 hours

#### Nonprofit Rates\*

	Hourly Rate	Max. Daily Rate	Deposit
<b>Weekdays</b> 9:00 am – 5:30 pm	\$25	\$100	\$200
<b>Other hours</b> including weekends	\$25	\$100	\$200

#### Government Rates

There is no charge for use by governmental agencies. This includes, but is not limited to, Transylvania County Local Government, City of Brevard, and Transylvania County Schools.

\*Nonprofit organizations may be required to provide proof of their nonprofit status.

## Parks and Recreation

Silvermont rental (Rental Hours: Saturday 8am-10pm; Sunday 1-6pm)	\$50 per hour
Gym or classroom rental	\$20 per hour
Summer camp - resident	\$85-\$100
Summer camp - nonresident	\$100-\$115
Little Explorers camp - resident	\$60
Little Explorers camp - nonresident	\$70
Holiday camps	\$25 per day
Senior games	\$15

## Planning and Community Development

### Subdivisions

Service	Fee
Preliminary Plat less than 4 lots	\$50.00 + \$15.00/lot if private road (\$25.00 if no road inspection is necessary)
Final Plat less than 4 lots	None (or collect preliminary fees if not paid prior)
Preliminary Plat greater than 4 lots	\$100.00 + \$15.00/lot
Final Plat greater than 4 lots	\$100.00 + \$15.00/lot, requiring road inspection
More than 2 road inspections	\$75.00 per additional inspection
Non-Profit (501C(3)) Affordable Housing Application	None

### Telecommunication Towers

Service	Fee
Application Review	\$5,000.00
Administrative Reviews <ul style="list-style-type: none"> <li>• Substantial Modifications</li> <li>• Replacement poles in public right of way</li> <li>• Carrier on wheels in place over 120 days</li> </ul>	\$2,000.00
Administrative Review <ul style="list-style-type: none"> <li>• Minor Modifications</li> <li>• Collocations</li> </ul>	\$1,000.00
Variance Fee	\$100.00
County and Emergency Services Towers	None

**Historic Landmark Applications**

Service	Fee
Application for Local Historic Landmark Status	None
Local Historic Landmark Plaque	\$85.00
Local Historic Landmark Designation Application	\$125.00 upon submittal, \$75.00 at conclusion
Minor Work Certificate of Appropriateness	\$50.00
Major Work Certificate of Appropriateness	\$125.00

**Manufactured Home Parks**

Service	Fee
Permit Application	\$100.00 + \$15.00/site

**Pisgah Forest Zoning**

Service	Fee
Zoning Permit	\$50.00
Zoning Certificate	\$50.00
Variance Application	\$100.00
Appeal from Zoning Decision	\$100.00
Text Amendment Application	\$100.00
Special Use/PUD Permit	\$250.00
Vested Rights Application	\$250.00
Rezoning Application	\$250.00

**Flood Ordinance**

Service	Fee
Flood Plain Development Permit Fee	\$75.00



## Public Health Department



### 2024-2025 SCHEDULE OF FEES

IMMUNIZATIONS	FEE
ADULT HEPATITIS A (2 SHOT SERIES)	\$69.00 EACH + ADMIN FEE = \$92.00
ADULT HEPATITIS B (3 SHOT SERIES)	\$61.00 EACH + ADMIN FEE = \$84.00
CHILD HEPATITIS A (2 SHOT SERIES)	\$31.00 EACH + ADMIN FEE = \$54.00
CHILD HEPATITIS B (3 SHOT SERIES)	\$24.00 EACH + ADMIN FEE = \$47.00
COVID (MODERNA) 6MO.-11YRS.	\$115.00 EACH + ADMIN FEE = \$138.00
COVID (MODERNA SPIKEVAX) 12+YRS.	\$115.00 EACH + ADMIN FEE = \$138.00
DTAP (DIPHTHERIA, TETANUS, PERTUSSIS)	\$25.00 EACH + ADMIN FEE = \$48.00
HIB	\$23.00 EACH + ADMIN FEE = \$46.00
HPV-9 (GARDISIL)	\$269.00 EACH + ADMIN FEE = \$292.00
INFLUENZA	\$18.00 EACH + ADMIN FEE = \$41.00
HIGH DOSE INFLUENZA (AGE 65+)	\$63.00 EACH + ADMIN FEE = \$86.00
IPV (POLIO)	\$39.00 EACH + ADMIN FEE = \$62.00
MENIGITIS (MENVEO)	\$124.00 EACH + ADMIN FEE = \$147.00
MENINGOCOCCAL B (BEXSERO)	\$188.00 EACH + ADMIN FEE = \$211.00
MMR (MEASLES, MUMPS, RUBELLA)	\$90.00 EACH + ADMIN FEE = \$113.00
PNEUMONIA (PPSV23)	\$118.00 EACH + ADMIN FEE = \$141.00
PNEUMONIA (PREVNAR 13)	\$212.00 EACH + ADMIN FEE = \$235.00
PNEUMONIA (PREVNAR 20)	\$235.00 EACH + ADMIN FEE = \$258.00
ROTOVIRUS (ROTATEQ)	\$94.00 EACH + ADMIN FEE = \$117.00
RSV (BEYFORTUS)	\$486 EACH + ADMIN FEE = \$509.00
TD (TETANUS)	\$35.00 EACH + ADMIN FEE = \$58.00
TDAP (TETANUS, DIPHTHERIA, PERTUSSIS)	\$41.00 EACH + ADMIN FEE = \$64.00
VARICELLA (CHICKEN POX) (2 SHOT SERIES)	\$160.00 EACH + ADMIN FEE = \$183.00
SHINGRIX (SHINGLES) (2 SHOT SERIES)	\$184.00 EACH + ADMIN FEE = \$207.00
<b>SERVICES</b>	
AUDIOMETER TESTING	\$10.00
BLOOD PRESSURE	\$1.00
CHILD HEALTH EXAM	SLIDING FEE SCALE \$0.00 - \$125.00
DIABETIC SCREENING	\$4.00
SICKLE CELL TESTING	\$10.00
TB SKIN TEST	\$20.00
TB WORK REVIEW FORM	\$20.00
VDRL/VENIPUNCTURE	\$10.00
WOMEN'S HEALTH	SLIDING FEE SCALE \$0.00 - \$200.00
ADMINISTRATION FEE	\$12.00 - \$23.00

Fees for the Transylvania County Department of Public Health are determined by the cost of actual service and/or need of the community. Actual charges include staff time, salaries & cost of supplies. Vaccine fees are determined by acquisition cost of the vaccine and the cost to provide the service including staff time and supplies; state supplied vaccines are provided at no charge. Please speak with staff about requirements & sliding fee scales and/or payment agreements for cancer screening, child health, child immunizations and women's health programs. A complete list of services and fees is available upon request. All 340B pharmaceuticals are charged at acquisition cost.

CONFIDENTIAL SERVICES ARE AVAILABLE TO CLIENTS



ENVIRONMENTAL HEALTH SECTION  
 FEE SCHEDULE (Revised July 1, 2024)

**SEPTIC SYSTEM APPLICATION FEES**

	IP* only	AC* only	IP/AC Combination*
<b>Residential:</b> Up to 3 bedrooms.....	\$300	\$300	\$600
4 bedrooms.....	\$350	\$350	\$700
5 bedrooms.....	\$400	\$400	\$800
Add for each bedroom over 5...	\$50	\$50	\$100
<b>Commercial:</b> Up to 250 GPD.....	\$300	\$300	\$600
Greater than 250 GPD, add \$0.50/gallon.			

Repair/replacement of malfunctioning existing system.....NO CHARGE

**Inspection of existing systems:**

For storage buildings, garages, mobile home connections, etc. ....\$100 (Valid for 90 days after issuance)

*\*Improvement Permit (IP) is a site approval only which transfers to all owners within the valid period provided site conditions, etc., do not change. Most real estate transfers, especially those made for investment purposes, only require an IP. (Valid for 5 years after issuance)*

*\*Authorization for Wastewater System Construction (AC) provides the ability to obtain building permits and to install the designed wastewater system. The AC does transfer with the sale of the property and designated use within the specified time frame of the IP.*

SEPTIC EOP/AOWE \$35.00 Session Law IP only 100% of regular fees Session Law IP & AC 40% of regular fees Session Law AC 40% of regular fees
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**NEW WELL PERMIT APPLICATION FEES**

Private drinking water well permit application.....\$500 (includes water sampling after completion)

Revision of existing new well permit due to site planning changes, etc. ....\$250 (prior to construction)

**WATER SAMPLING FEES FOR EXISTING WELLS**

Organic (Bacteriological) ONLY	\$50.00 each
Full Panel: Organic/Inorganic/Nitrate/Nitrate <u>collected during one visit</u>	\$200.00 each
Pesticide/Herbicide Kit*	\$300.00 each
Petroleum/ VOC/VOA Kit* (volatile organic compounds)	\$100.00 each
*(add to "Full Panel")	

**FOOD & LODGING APPLICATION FEES**

**Plan review application**

Food and lodging... \$250	Temporary Food Service Permit..... \$75.00
Swimming pool..... \$250	Limited Food Service Permit..... \$75.00
Tattoo parlor..... \$250	

Site revisit fee.....\$50

(Site/facility not ready as indicated by applicant, property lines not marked, etc.)

Administration fee for application refund..... \$50

(Site not visited, no work commenced on property or project, etc.)

**ANNUAL PERMIT FEES**

**Public Swimming Pools**

Seasonal (per pool).....	\$200
Annual (per pool).....	\$250
Additional pool (per pool).....	\$150

**Tattoo Parlors**

Per artist.....	\$300
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**ALL FEES ARE TO BE PAID PRIOR TO THE PROVISION OF ANY SERVICES**

## Register of Deeds

### Land Records

INSTRUMENTS IN GENERAL	\$26.00 for the first 15 pages
	\$4.00 for each additional page
DEEDS OF TRUSTS OR MORTGAGES	\$64.00 for the first 35 pages
	\$4.00 for each additional page
STATE EXCISE TAX ON REAL ESTATE CONVEYANCES	\$2.00 per thousand (\$1.00 up to \$500.00)
ADDITIONAL INDEX REFERENCE ON ASSIGNMENT	\$10.00 Each
ADDITIONAL REQUIRED INDEXED PARTY (OVER 20)	\$2.00 per name
SATISFACTIONS	No Fee
STATE EXCISE TAX ON REAL ESTATE CONVEYANCES	\$2.00 per thousand (\$1.00 up to \$500.00)
MULTIPLE INSTRUMENTS IN ONE DOCUMENT A document consists of multiple instruments when it contains 2 or more instruments with different legal consequences or intent, each of which is separately executed and acknowledged and could be recorded alone. <i>Note: Register is not required to index any multiple instrument whose title does not appear on the first page of the document.</i>	\$10.00 each additional instrument
NONSTANDARD DOCUMENT For registering or filing any document not in compliance with the recording standards adopted under G.S. 161-14(b)	\$25.00, in addition to all other applicable recording fees
PLATS:	
Each original or revised plat recorded	\$21.00 per sheet or page
Certified copy	\$5.00

<b>UNIFORM COMMERCIAL CODE:</b>	
<i>Effective 7-1-2001: Original financing statements and amendments whose collateral includes goods that are or are to become fixtures, timber to be cut or as-extracted collateral should be filed in the local office.</i>	
Local filing fees for initial financing statements, correction statements, and all amendments, including terminations:	
One or two pages	\$38.00
Three to ten pages	\$45.00
Over ten pages	\$45.00, plus \$2.00 per additional page over ten
REMOVAL OF GRAVES CERTIFICATE	\$12.00 for the first page \$ 3.00 for each additional page
RIGHT-OF-WAY PLANS:	
Each original or amended plan and profile sheet	\$21.00 for the first page
Each additional page	\$5.00
Certified copy	\$5.00
COMPARING COPY FOR CERTIFICATION	\$5.00
MILITARY SERVICE RECORD:	

Filing and recording discharge	No fee
1 certified copy	No fee
CERTIFIED COPY OF AN INSTRUMENT FOR WHICH NO OTHER PROVISION IS MADE	\$5.00
Each additional page or fraction	\$2.00

### Vital Records

MARRIAGE LICENSE FEES:	
Issuing license	\$60.00 (includes \$35 state fee)
Delayed certificate with 1 certified copy	\$20.00
Amendment of marriage application, license or certificate, with 1 certified copy	\$10.00

CERTIFIED COPIES:	
Certified copy of a Vital Record (Birth, Death, Marriages)	\$10.00
REGISTRATION OF BIRTH CERTIFICATE ONE YEAR OR MORE AFTER BIRTH (DELAYED BIRTH CERTIFICATE):	
For preparation of paperwork when birth to be registered in another county	\$10.00
For registration when papers prepared in another county, with 1 certified copy	\$10.00
For preparation of papers and registration in the same county, with 1 certified copy	\$20.00

AMENDMENT OF BIRTH OR DEATH RECORD:	
Preparation of amendment affecting correction	(\$15.00 to NC Vital Records) (\$15.00 to NC Vital Records for expedited service)
1 certified copy	\$10.00

LEGITIMATIONS:	
For preparation of documents (does not include a certified copy)	\$10.00 to county (\$15.00 to NC Vital Records) (\$15.00 to NC Vital Records for expedited service)
Certified copy of birth record	\$10.00
QUALIFICATION OF NOTARY PUBLIC	\$10.00
NOTARY AUTHENTICATION	\$5.00
ACKNOWLEDGMENTS – for those offices that provide this service, refer to G.S. 161-10 (12)	\$8.00 for one signature, \$9.00 for two signatures, \$10.00 for three or more signatures or \$10.00 per signature for electronic notarial acts
STATE VITAL RECORDS SEARCH	\$14.00 each

### Passport Fees (Does not include U.S. Dept. of State Fees)

Passport Photo Fee	\$15
Execution Fee, new passport only	\$35



## Soil and Water Conservation

Equipment	Fee
Lime Spreader	\$50.00/day
Post Driver	\$50.00/day
Seeder	\$50.00/day
Manure Spreader	\$50.00/day
Post Auger	\$30.00/day
Fertilizer Spreader	\$25.00/day
Weed Wipers	\$20.00/day

## Solid Waste

MSW	\$62/ton
Construction Debris (C&D)	\$62/ton
Inert Brick, Concrete (no rebar)	\$20/ton
Wood and Brush	\$20/ton
Stumps and soil	\$20/ton
Scrap Metal	No Charge
Container pull	\$100
Household Hazardous Waste (HHW), residential ONLY – see schedule	No charge
Electronics (non-TV)	No charge
Appliances, White Goods	No charge
Tires, NC only, off rim (must be clean)	No charge
Tires on rim, NC only (must be clean)	\$3.00 each
TV's	\$15 each
Commercial Annual Hauler Permit	\$50/Account
Commercial Annual Vehicle Sticker	\$10/vehicle
Bag Stickers	\$3.00 each
Bag Stickers, 15 each	\$40.00

## Tax Administration

Service	Fee
8 ½" X 11" Map	\$1.00
8 ½" X 11" with Aerial or Topo	\$2.00
8 ½" X 11" with Aerial and Topo	\$3.00
20" X 20" Map	\$6.00
20" X 20" with Aerial or Topo	\$8.00
20" X 20" with Aerial and Topo	\$10.00
30" X 30" Map	\$10.00
30" X 30" with Aerial or Topo	\$12.00
30" X 30" with Aerial and Topo	\$14.00
Property Record Card	\$.50
Property Record Card Faxed	\$.75