

NOT APPROVED



**Agenda Packet - DRAFT
Village of Clemmons Council
Regular Meeting**

January 25, 2021

**AGENDA
REGULAR MEETING OF THE
VILLAGE OF CLEMMONS COUNCIL
JANUARY 25, 2021 at 6:00 p.m.**

- I. Call to Order & Pledge of Allegiance – Mayor Wait
- II. Public Comments
- III. Minutes - Approval of Minutes – January 11, 2021 Regular Meeting
- IV. Changes and/or Approval of the Agenda
- V. Announcements
- VI. **Business – Action Items**
 - A. Public Hearing - Request of the Village of Clemmons from County RS40 to Clemmons RM-18-S for the annexed property of Parr Investments and Hendrix Commercial Industrial Enterprises, Inc.; property is located at 1930 Lewisville-Clemmons Road, and is ±38.48 acres (Annexation Ordinance 2020-A-01 – Lake at Belmont)
 - B. Call for Public Hearing - Zoning Map Amendment for Clouds Harbor Landing petitioned by Wayne E. Weber Revocable Trust for properties PIN 5892-68-5524 and 5892-68-2241 consisting of 8.42± acres currently zoned RS-15 to RS-9 (Residential Single Family) for the boundary survey of Weber parcels as shown on a site plan located in the Village of Clemmons website (**Zoning Docket C-238**)
 - C. Audit Report for FYE June 30, 2020
 - 1. Presentation of the Audit Report
 - 2. Acceptance of the Audit Report
 - D. Stormwater Cost-Share Program
 - E. Resolutions
 - 1. 2021-R-01 Increasing Threshold for Purchase Orders
 - 2. 2021-R-02 Designating Deputy Finance Officer for Preaudit Authorization under Purchase Order Threshold
- Business – Information/Review Items for Future Action**
 - F. Marketing & Communications Director's Report
 - G. Manager's Report
 - 1. Financial Summary Report for December 2020
 - 2. FCSO Report for December 2020
 - H. Attorney's Report
 - I. Planner's Report
 - 1. Draft Planning Board Meeting Minutes from January 19, 2021
 - 2. Trees/Stormwater Follow-up Discussion

- J. Stormwater Engineer's Report
 - 1. Stormwater Fee Structure Discussion/Direction

- K. Council Comments

- VII. Adjournment



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REGULAR MEETING OF THE VILLAGE OF CLEMMONS COUNCIL January 11, 2021

The Village of Clemmons Council met on Monday, January 11, 2021, at 6 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Wait, Council Members Barson (remote via Zoom), Binkley, Cameron, Rogers and Wrights. Attorney Elliot Fus was also present.

Call to Order & Pledge of Allegiance

Mayor Wait called the meeting to order at 6:05 p.m. and led the Pledge of Allegiance.

Public Comments

There were no citizens in attendance. There were no individuals that spoke during public comments.

Approval of the Minutes

Council Member Cameron moved to approve the minutes of the December 14, 2020 regular meeting as presented. The motion was seconded by Council Member Wrights and unanimously approved.

Approval of the Agenda

Mayor Wait advised of the following changes to the agenda:
Item VI.B. Stormwater Cost-Share Program – moved to next meeting.
Item VI.G. Stormwater Engineer's Report – moved to next meeting.
Item VI.D.4. RFP Discussion – added under Manager's Report.

Council Member Cameron moved to approve the agenda as amended. The motion was seconded by Council Member Rogers and unanimously approved.

Announcements

Mayor Wait announced the Village Offices will be closed Monday, January 18, 2021 in observance of Martin Luther King, Jr. Day (trash collection will be on normal schedule).

Thomas F. Shook, Jr. will be turning 100 years old on Friday, January 15. Mayor Wait will be sending a letter recognizing this milestone. He announced his service to our country as he was in the US Navy and served during Pearl Harbor. Council Member Cameron advised his family (Betty and Kurt Telford) has arranged for him to be sitting at the end of his driveway (Fair Oaks) on Saturday, January 16 from 2:00-3:30pm for people to drive by and congratulate and wish him a Happy Birthday.

Business – Action Items

- A. *Call for Public Hearing - Request of the Village of Clemmons from County RS40 to Clemmons RM-18-S for the annexed property of Parr Investments and Hendrix*

Commercial Industrial Enterprises, Inc.; property is located at 1930 Lewisville-Clemmons Road, and is ±38.48 acres (Annexation Ordinance 2020-A-01 – Lake at Belmont).

Council Member Rogers moved to call for public hearing on Request of the Village of Clemmons from County RS40 to Clemmons RM-18-S for the annexed property of Parr Investments and Hendrix Commercial Industrial Enterprises, Inc.; property is located at 1930 Lewisville-Clemmons Road, and is ±38.48 acres (Annexation Ordinance 2020-A-01 – Lake at Belmont) on Monday, January 25, 2021 at the Regular Village Council Meeting. The motion was seconded by Council Member Cameron and unanimously approved.

B. Stormwater Cost-Share Program – moved to next meeting.

Business – Review and Items for Future Action

C. Marketing & Communications Director's Report – There will be a Valentine's Pop-up Farmer's Market on February 13, 2021 from noon-3:00pm at Jerry Long YMCA.

D. Manager's Report.

1. Financial Summary Report for November 2020 – report was presented.
2. 2021 Retreat Date Considerations – Manager Buffkin requested Council's input on possible dates or a timeframe to hold their spring retreat.

Council consensus was to direct Staff to send out potential dates (toward end of March) for Spring Retreat with PTRC facilitating

3. Bulk Pickup and E-Recycle Date Considerations – Manager Buffkin advised Council that we are contracted to perform the bulk pickup the last two weeks in March. E-Recycle has been delayed to date due to the pandemic but a tentative date will be scheduled.
4. RFP Discussion – Council Member Rogers presented a RFP draft and requested it be sent out in order to secure proposals for Council's consideration for VOIP one-source solution services (attached hereto as Exhibit A and incorporated as a part of the minutes).

Council consensus was to direct Staff to send out RFP for VOIP one-source solution on Tuesday, January 12, 2021 and present responses for Council discussion at February 8, 2021 meeting.

E. Attorney's Report – Attorney Fus advised Council that in the billboard appeal case, the court ruled in our favor and an order has been entered by the Superior Court affirming the Zoning Board of Adjustment decision. The petitioner has until January 22, 2021 to file any further notice of appeal to the NC Court of Appeals. He is continuing to push to get the rights-of-way finalized for the Watts property (Wells Fargo) for the Market Center Drive project. He is waiting to get a lease agreement from Wells Fargo (currently in their legal department).

F. Planner's Report.

1. *Tree Ordinance Follow-up Discussion* – Planner Rahimzadeh made a presentation to Council regarding Runoff Coefficient Values and Environmental Policy Assessment (attached hereto as Exhibit B and incorporated as a part of the minutes). He pointed out the flaws of the runoff coefficient as it does not take into account the surface under the tree canopy. The Clean Water Project No. 4837 abstract is the overall goal is to document the contribution of urban tree systems to stormwater nutrient and volume control in terms of their effectiveness at various scales, costs, desirability and practicality. The cost-benefit takeaway is that if stormwater management is the only benefit considered, then the return on investment is low (negative) as life cycle costs far exceed the benefits. He stated tree preservation needs to also be considered. Our current ordinance was adopted April 12, 2010 (C-UDO-52) and amended in May 9, 2011 (C-UDO-58). An 11-person advisory tree committee was created in 2009 to help establish goals and objectives for the ordinance using a framework recommendation set forth by the Planning Board. He then discussed the costs and benefits of tree preservation. He showed Council a federally created program which is a suite of software tools to assess urban vegetation and their ecosystem services and values called i-Tree. He asked Council for direction on what they would like to see and advised that he will be looking into other programs such as Tree-City USA, NC State, etc.

G. Stormwater Engineer's Report.

1. *Stormwater Fee Structure Discussion/Direction* – moved to next meeting.

H. Council Comments – Council Member Rogers stated “In honor of former Sgt. Robert Burrow, Roll Tide Roll!” Council Member Cameron stated she received her first COVID-19 vaccine last week and thanked the Forsyth County Health Department as the event was very well organized. Mayor Wait congratulated Jeff Zenger who was sworn in as House Representative and thanked Jim Smith for planting Clemmons’ flags in the middle of Lewisville. Mayor Wait announced that English’s Bridal and Formalwear won the window decorating contest for the Village of Clemmons.

I. Closed Session for Attorney-Client Privilege in accordance with NCGS 143-318.11(a)(3) and to Discuss Property Acquisition in Accordance with NCGS 143-318.11(a)(5) - Council Member Cameron moved to suspend the remote

participation policy regarding closed sessions and allow Council Member Barson to participate remotely and go into closed session for Attorney-Client Privilege in accordance with NCGS 143-318.11(a)(3) and to Discuss Property Acquisition in accordance with NCGS 143-318.11(a)(5) at 7:00 p.m. The motion was seconded by Council Member Rogers and unanimously approved.

At 8:08 p.m., Mayor Wait stated that by unanimous vote Council chose to reconvene the open session with no action taken.

Adjournment

Council Member Rogers moved to adjourn the meeting at 8:08 p.m. The motion was seconded by Council Member Cameron and unanimously approved.

John Wait
Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk

**ORDINANCE AMENDING THE *UNIFIED DEVELOPMENT ORDINANCE (UDO)*
AND OFFICIAL MAP OF THE VILLAGE OF CLEMMONS
CHANGING THE ZONING FROM COUNTY TO CLEMMONS
FOR NEWLY ANNEXED AREA
1930 LEWISVILLE-CLEMMONS ROAD**

Ordinance Number 2021-01

BE IT ORDAINED by the Village of Clemmons Council as follows:

Section 1. The Village of Clemmons Zoning Ordinance of the Unified Development Ordinance (UDO) and Official Map of the Village of Clemmons, North Carolina are hereby amended by changing the Zoning from County to Clemmons jurisdiction for the following described property.

Legal Description for Parr Investments

The property is located at 1930 Lewisville-Clemmons Road and Beginning at an iron pipe in the western margin of Lewisville-Clemmons Road, (S.R. 1103), being the north east corner of Hendrix Commercial, as recorded in D.B. 1976 Pg. 3561; thence with said western margin of Lewisville-Clemmons Road, with a curve turning to the right with an arc length of 142.75', with a radius of 5610.20', with a chord bearing of S 06°31'30" E, with a chord length of 142.75', to a concrete right of way monument; thence with said western margin of Lewisville-Clemmons Road, S 05°47'30" E a distance of 360.60'to an iron pipe; thence continuing with said margin, with a curve turning to the right with an arc length of 109.35', with a radius of 9563.60', with a chord bearing of S 05°28'00" E, with a chord length of 109.35', to a 1" iron pipe; thence along the northern line of Western Villas LLC, D.B. 3325 PG.457 (pin 5884-91-1392), S 89°49'48" W a distance of 411.03' to a 1" iron pipe; thence along the northern line of Coptic Orthodox Church of Archangle Micheal St. Philopateer, D.B. 3509 PG. 38 (pin # 5884-81-5279), S 89°49'48" W a distance of 917.41', to a 1 ½" iron pipe; thence continuing along the northern line of Coptic Orthodox Church, S 03°50'05" W a distance of 49.52'to a 1" iron pipe; thence continuing along the northern line of Coptic Orthodox Church, S 89°50'05" W a distance of 100.73', to an iron pipe; thence along the western line of Coptic Orthodox Church, S 04°30'18" W a distance of 323.30', to an axle; thence along the northern line of Danny K. Jester and Roxie A. Triplett, D.B. 1167 PG.1645, (pin 5884-70-5942), N 83°31'21" W a distance of 797.33', to an axle; thence along the northern line of Joseph Burchette, D.B. 2566 PG. 1557, (pin 5884-60-3406), N 87°44'50" W a distance of 514.47', to a 1 ¾" iron pipe; thence along the eastern line of William and Christiane Hardy, D.B. 2897 PG. 3104, (pin# 5884-61-4250), N 00°25'53" W a distance of 31.32', to an axle; thence along the eastern line of Cannon Harper Jr., D.B.3068 PG.3777, (pin 5884-61-0530), N 00°36'39" E a distance of 437.03', to an iron pipe; thence along the southern line of Frank and Diana Jones, D.B.1713 PG.576, (pin 588-61-4218), N 84°45'20" E a distance of 90.43', to a 1" iron pipe; thence along the eastern line of Frank and Diana Jones, N 08°09'40" E a distance of 64.20', to a 1" iron pipe; thence along the southern line of Mozelle Jones Heirs, D.B.958 PG.472,(pin 5884-82-0125), N 89°44'51" E a distance of 1114.99', to a 1 ¼" iron pipe; thence continuing along Mozelle Jones Heirs, N 09°09'53" W a distance of 326.69'to an iron pipe; thence continuing along Mozelle Jones Heirs, N 89°33'28" E a distance of 1348.77'to an iron pipe ; thence along Mozelle Jones Heirs, D.B.651 PG.457,(pin 5884-82-0125),N 89°54'13" E a distance of 97.95'to an iron pipe; thence continuing along Mozelle Jones Heirs, S 88°04'38" E a distance of 87.99' to the point of beginning, having an area of 1676381.8 square feet, 38.484 acres, more or less.

Section 2. This ordinance shall be effective from and after its adoption.

Adopted this the 25th day of January, 2021.

John L. Wait
Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk

Sec. ~~XX-XX~~. Village participation in drainage projects across private property.

The Village may participate in the correction of private storm drainage problems which occur on private property as follows:

(1) *Single owner problems.* Single owner private storm drainage problems may be addressed when the following conditions are met:

- a. Public Right-of-Way runoff must be carried.
- b. The property involved in the project must be zoned residential and must be improved with by one single-family residential dwelling unit. Examples of qualifying properties are single-family homes, and individual condominiums units or townhouses. Examples of non-qualifying properties are duplexes and apartment buildings or complexes.
- c. The property owner must have been issued a Village of Clemmons Stormwater Management Certificate of Occupancy for at least two years prior to the request for assistance.
- d. The Village Manager, or their designee, in their sole discretion, must determine that the drainage condition is an immediate threat to the structural integrity of the dwelling, causing flooding of the dwelling, causing severe erosion of the drainageway (factors considered may include size of drainageway, linear footage of erosion, slope of drainageway, frequency of erosion causing events and location of eroded area in relation to residences), denying or threatening to deny access to property that would be accessible but for the degradation of the drainageway, or impeding the flow of water due to fallen brush and vegetative debris. Flooding of poorly placed structures in low lying areas does not immediately qualify the applicant for this program.
- e. The action taken must significantly improve conditions described in subsection (1)d of this section.
- f. Minimum size pipe shall be 15-inch and a Village of Clemmons approved material.
- g. The total matched amount contributed by the Village of Clemmons shall be 50% of the total project cost, not to exceed \$5,000 per property.
- h. The proposed project, in the opinion of the Village Manager, or their designee, shall not be a threat to the downstream property.
- i. All storm drainage improvements constructed under this policy shall be deemed to be the property and responsibility of the private property owner, and such improvements shall not become part of the storm drainage system of the Village.
- j. After review and approval by the stormwater department, the request must be approved by the Village Council.
- k. The property owner, upon the project being approved by the Village Council, must pay to the Village, 50 percent of the estimated project cost, including clearing and grubbing, purchasing and installation of pipe, and dirt to cover the pipe, and enter into an agreement satisfactory to the Village attorney for the completion of the project, or, in lieu of such payment, must enter into an agreement satisfactory to the Village attorney, which shall be in the form of a note and deed of trust with an interest rate as provided by law for assessments, the payment schedule of which shall not exceed five years. Should any project exceed the amount that the Village will match, the property owner will be solely responsible for those additional costs.
- l. No action or inaction of the Village pursuant to this article shall impose upon the Village of Clemmons, its agents, officers, or employees, any responsibility or liability of any kind, past or future, relating to any person or property. The property owner shall agree to covenant to and hold the Village harmless from any death, personal injury, or property damage resulting from the work.

m. The property owner must sign a right of entry agreement form to allow access to the work area and a hold harmless agreement. The Village will be held harmless for any damages to private property as long as reasonable care is exercised.

(2) *Multiple owner problems.* Multiple owner problems may be addressed when the following conditions are met:

- a. Public Right-of-Way runoff must be carried.
- b. The properties involved in the project must all be zoned residential, at least 75 percent of the properties must be developed for residential uses and each dwelling unit must be individually deeded to a person. Examples of qualifying properties are single-family homes, condominium units, townhouses and property used as a common area for multiple property owners, though owned by a single entity, such as a home owner's association. Examples of non-qualifying properties are duplexes and apartment buildings or complexes.
- c. Each property must have been issued a Village of Clemmons Stormwater Management Certificate of Occupancy for at least two years prior to the request for assistance.
- d. The drainage condition must be judged by the Village Manager, or their designee, to involve flooding of a dwelling or dwellings, or must represent an immediate threat to the structural integrity of a dwelling, represent severe erosion of the drainageway (factors considered may include size of drainageway, linear footage of erosion, slope of drainageway, frequency of erosion causing events and location of eroded area in relation to residences), or impede the flow of water due to fallen brush and vegetative debris. Flooding of poorly placed structures in low lying areas does not immediately qualify the applicant for this program.
- e. The action taken must significantly improve conditions described in subsection (2)d of this section.
- f. Minimum size pipe shall be 15-inch and a Village of Clemmons approved material.
- g. The total matched amount contributed by the Village of Clemmons shall be 50% of the total project cost, not exceed to \$5,000 per property.
- h. The proposed project, in the opinion of the Village Manager, or their designee, shall not be a threat to the downstream property.
- i. After review and approval by the stormwater department, the request must be presented to the Village Council for its approval and determination that funds are available.
- j. If all owners of the properties involved request the improvement, payment of the owners' shares shall be made in the same manner as provided for payment by single property owners in subsection (1) of this section. In that event, all storm drainage improvements shall be deemed to be the property of and the responsibility of the private property owners and shall not become a part of the storm drainage system of the Village.
- k. If fewer than all of the owners of all properties involved in the project request the improvement, the Village Council may order down the project as an assessment project pursuant to the provisions of Private Laws of 1927, chapter 224. In such circumstances, the requesting property owners shall provide the Village with both construction and/or permanent easements in amounts sufficient for the project, in the opinion of the Village manager, and the costs of the project shall include the cost of acquisition or condemnation, if necessary, of similar easements across the property of non-requesting property owners. The cost of acquisition or condemnation shall be included in the project costs for purposes of proration between the Village and the property owners. The assessments in such cases shall be for 50 percent of the estimated project cost. Such assessment projects will only be undertaken where closed system storm drainage improvements are undertaken. In such cases, the permanent easement and all improvements included within the project shall be deemed to be the

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property and responsibility of the Village, such improvements shall become a part of the storm drainage system of the Village, and no private property owner shall have any interest therein.

(Ord. No. 4536, § 3, 10-24-05; Ord. No. 4552, § 1, 5-15-06; Ord. No. 4562, § 1, 10-23-06; Ord. No. 4589, § 1, 6-18-07)

VILLAGE OF CLEMMONS - DRAINAGE PROJECT AGREEMENT

THIS DRAINAGE PROJECT AGREEMENT (hereinafter, this "Agreement"), is entered into this ____ day of _____ 20__, by and between the **VILLAGE OF CLEMMONS**, a North Carolina municipal corporation (hereinafter, the "Village") and **[Property Owner(s)]**, (hereinafter, collectively, the "Homeowner"), who own(s) the property located at **[Street Address]**, **[City]**, NC 27**[XXX]** (PIN # **xxxx-xx-xxxx.000**). The Village's expenditure under this Agreement shall not exceed **[\$Village's 50% of total costs, or the maximum per project amount set forth by the private property cost share ordinances, whichever is less]**.

WITNESSETH:

WHEREAS, to further protect the Village's surface and ground waters, the Village has adopted Sec. **XX-XX** of the Village Code by which the Village has agreed to participate in drainage projects across private property;

WHEREAS, the Homeowner seeks the Village's assistance to repair a drainage condition that exists on the above referenced property;

WHEREAS, the Homeowner's property is zoned residential, and has been improved by a single-family residential dwelling;

WHEREAS, the Homeowner received its certificate of occupancy at least two years prior to the Homeowner's request for assistance;

WHEREAS, the Village Manager, or their designee, has determined that the drainage condition is an immediate threat to the structural integrity of the dwelling, causes flooding of the dwelling, causes severe erosion of the drainageway, or denies or threatens to deny access to property that would otherwise be accessible, but for the drainage condition, or impedes the flow of water, due to fallen brush and vegetative debris and is not a repair caused by improper structural placement in a low lying area;

WHEREAS, the Village Manager, or their designee, has determined that the action to be taken should substantially improve the conditions described above, that the action to be taken should not be a threat to the downstream property, that the minimum pipe size to be used shall be 15-inch and of material approved by current Village of Clemmons standards, and that the total costs, to be borne by the Village, of the intended improvements shall not exceed fifty percent (50%) of the cost of the project or \$5,000.00 per affected property, whichever is less;

WHEREAS, an estimate of the total project cost is attached as Exhibit A and is incorporated, herein, by reference;

WHEREAS, the estimated cost of the project is **[\$Total Project Cost]**; and

WHEREAS, fifty percent (50%) of **[\$Total Project Cost]** is approximately **[\$50% of Total]**; and

WHEREAS, **[\$50% of Total]** is less than \$5,000, and the Village's share shall, therefore, not exceed **[\$50% of Total]**; and

WHEREAS, the Homeowner has consented to pay the remaining **[\$50% of Total]**; and

WHEREAS, in response to the Homeowner's request and after reviewing the declarations of the Village Manager, or their designee, the Village of Clemmons Council has agreed to participate in the drainage project.

NOW, THEREFORE, in consideration of these recitals and the following terms, the sufficiency and adequacy of which are hereby acknowledged, and as evidenced by their signatures below, the Village and Homeowner agree as follows:

1. Prior to the beginning of the drainage project, the Homeowner shall pay the City \$[50% Share], which is fifty percent (50%) of the total estimated cost of the project, as set out in Exhibit A.

2. The Homeowner, hereby, grants to the Village and its employees and agents access to, on, and over the above-referenced property for the purpose of conducting the drainage project. Should access be required across an adjacent property, the Homeowner shall be responsible for obtaining the adjacent property owner's permission, in writing, to allow the Village and its employees and agents access to, on, and over the adjacent property for purposes of conducting the drainage project, and the Homeowner, hereby, agrees to indemnify and hold the Village and its employees and agents harmless from any death, personal injury, or property damage resulting from the Village's entry onto the adjoining properties.

3. Prior to beginning the drainage project, the Homeowner shall remove the fencing, trees, shrubs, bushes, other landscaping, retaining walls, decorative walls, or other impediments to the project, as necessary to perform the project. If the Homeowner is unable to remove these obstructions, the Village, or their agents, shall use reasonable care in doing so. However, the Homeowner, hereby, releases, indemnifies, and holds the Village and its officials, officers, employees, and agents harmless from and against any and all damages relating to any death, personal injury, or property damage resulting from the construction of the drainage system improvements or other work done on the property, including any damage done to the Homeowner's fencing, trees, shrubs, bushes, other landscaping, retaining walls, decorative walls, other impediments, lawn, driveway, and/or structures, whether caused by accident or by negligence, recklessness, or an intentional act, except to the extent that any such damages result from the intentional misconduct or gross recklessness of the Village's employees, or their agents. Furthermore, Homeowner, hereby, releases, indemnifies, and holds the Village and its officials, officers, employees, and agents harmless from and against any and all damages to Homeowner's property, occurring as a proximate result of the Village's entry onto Homeowner's property, where the Village has exercised reasonable care in accessing the property. Moreover, the Homeowner shall be responsible for replacing or reconstructing any obstructions removed. Should the Village cut down any tree, the Village shall leave the tree on the Homeowner's property, and, at the Homeowner's request, shall cut the same in 8- to 12-foot lengths. Homeowner specifically acknowledges that the Village's work on the property may undermine support to the structures located thereon. Homeowner hereby releases, indemnifies and holds harmless the Village, its employees and agents for, from, and against any damages occasioned thereby, except to the extent that any such damages result from the intentional misconduct or gross recklessness of the Village's employees, or their agents.

4. Upon completion of the drainage project, the Village, or their agents, shall dress, seed, and mulch all areas the Village, or their agents, has disturbed within the construction area, for the purposes of erosion control. Any special seeding or landscaping shall be the responsibility of the Homeowner. The Homeowner shall, thereafter, be responsible for watering, reseeding and maintaining the project area.

5. The Village's participation in the project imposes no responsibility or liability, of any kind, on the Village or its officials, officers, employees, or agents for damages (death, personal injury, or property damages) resulting from the construction work, except to the extent that any such damages are caused by the intentional misconduct or gross recklessness of the Village's employees, or their agents. The property owner agrees to release, indemnify, and hold the Village and its officials, officers, employees, and agents harmless from any death, personal injury, or property damage, resulting from the construction work, except to the extent that such damages arise from the intentional misconduct or gross recklessness of the Village's employees, or their agents.

6. In no way shall the Village's participation in the project and presence on the Homeowner's property be construed to be a taking or inverse condemnation of any kind and the Homeowner, hereby, waives and shall not demand compensation as a result of the Village's participation in the drainage project or presence on the Homeowner's property. Further, the drainage system on the Homeowner's property shall remain the property of the Homeowner before, during, and after the completion of the drainage project. The Village shall not have any responsibility to maintain or further repair the

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Homeowner's drainage system, once the drainage project has been completed. Determining if the project has been completed is within the sole discretion of the Village Manager, or their designee.

7. The Village does not make, and expressly denies, any express or implied warranty as to the design and construction of the drainage project.

[REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the parties have executed this agreement, under seal, on the day and the year first above written.

HOMEOWNER:

_____(SEAL)
[Owner #1 Name]

I, _____, a Notary Public for _____ County, North Carolina, do hereby certify that [Owner(s) Name] personally came before me this day and acknowledged that they are the Homeowner referred to above and acknowledged the execution of the foregoing instrument.

Witness my hand and official seal this the ____ day of _____, 20__.

Notary Public _____ My Commission Expires: __/__/__

(SEAL) _____
Print Name

VILLAGE OF CLEMMONS

(SEAL)

By: _____
Wesley Kimbrell
Village Stormwater Engineer

By: _____
Scott Buffkin
Village Manager

This instrument has been pre-audited in the manner required by the Local Government and Fiscal Control Act.

Approved as to form and legality.

This ____ day of _____, 20__.

This ____ day of _____, 20__.

Ann Stroud, Chief Finance Officer

Elliot Fus, Village Attorney

Resolution Number 2021-R-01

RESOLUTION

Increasing the Threshold for Purchase Orders

WHEREAS, it is the desire of the Village Council that Village services be performed efficiently and that the obligation public funds comply with legal requirements;

WHEREAS, G.S. 159-28(a) requires written obligations to include a preaudit certificate signed by the finance officer or any deputy finance officer approved for this purpose by the governing board;

WHEREAS, obligations in excess of \$350 are approved with a purchase order or a contract for service;

WHEREAS, this threshold has been in place since 2016, the Finance Officer recommends increasing the threshold to \$500;

NOW, THEREFORE, BE IT RESOLVED, by the Village Council of the Village of Clemmons that:

The purchase order threshold be increased to \$500

Adopted this the 25th day of January 2021.

John L. Wait, Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk



Resolution Number 2021-R-02

RESOLUTION

**Designating Deputy Finance Officer for Preaudit Authorization
Under Purchase Order Threshold**

WHEREAS, it is the desire of the Village Council that Village services be performed efficiently and that the obligation public funds comply with legal requirements;

WHEREAS, G.S. 159-28(a) requires written obligations to include a preaudit certificate signed by the finance officer or any deputy finance officer approved for this purpose by the governing board;

WHEREAS, obligations in excess of \$500 are approved with a purchase order or a contract for service;

WHEREAS, department heads are responsible for the operations and budget management for their departments;

NOW, THEREFORE, BE IT RESOLVED, by the Village Council of the Village of Clemmons that:

Section 1. The following person is hereby designated as deputy finance officer for the purpose of preauditing obligations incurred in their departments for amounts totaling less than \$500:

Steve Gearren, Director of Operations
Mike Gunnell, Director of Public Works
Wes Kimbrell, Stormwater Engineer

Adopted this the 25th day of January 2021.

John L. Wait
Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk





**VILLAGE OF CLEMMONS
FINANCIAL SUMMARY
FOR DECEMBER 31, 2020**

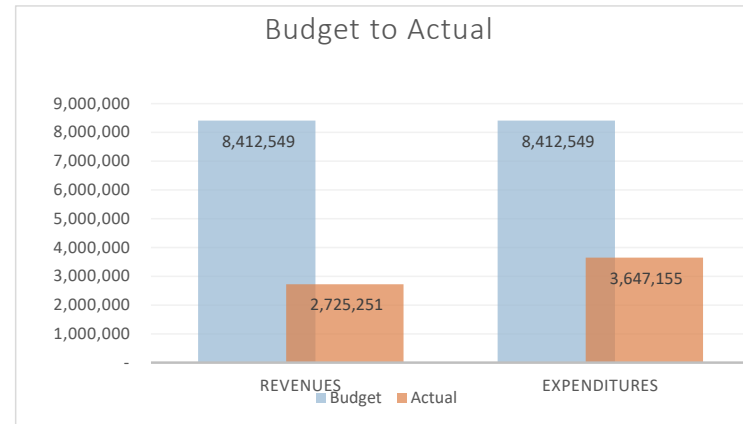
GENERAL FUND						
	Original Budget 6/30/2021	Revised Budget 6/30/2021	Actual as of 12/31/2021	%	Prior Year Actual 12/30/2020	
REVENUES						
Ad Valorem Taxes	2,683,555	2,683,555	1,409,484	53%	411,821	
Other taxes and licenses	3,000	3,000	1,588	53%	707	
Unrestricted intergovernmental	2,224,300	2,224,300	608,127	27%	166,953	
Restricted intergovernmental	821,690	821,690	518,072	63%	479,974	
Permits and fees	22,325	22,325	12,850	58%	16,005	
Investment earnings	59,500	59,500	1,417	2%	59,710	
Sponsorships & donations	3,000	3,000	3,050	102%	3,050	
Other revenues	-	-	53	0%	-	
Subtotal	5,817,370	5,817,370	2,554,641	44%	1,138,220	
Developer Contribution	-	-	-	-	-	
Service-Other Governments	11,240	11,240	-	-	-	
Insurance Reimbursement	-	-	999	-	-	
Transfer from Special Revenue	-	-	169,611	-	-	
Undesignated Fund Balance Appr	614,979	671,560	-	-	-	
Restricted fund balance appr.	1,041,531	1,912,379	-	-	-	
Total general fund revenues	7,485,120	8,412,549	2,725,251	32%	1,138,220	
EXPENDITURES						
				Encumbrances		
Governing Body	78,010	78,010	42,692	-	54.7%	43,468
Administration	800,435	765,429	360,985	19,127	49.7%	294,395
Public Safety	1,628,620	1,628,620	415,162	1,207,979	99.7%	362,857
Public Works	2,576,830	2,608,211	1,135,426	719,747	71.1%	931,408
Powell Bill-Streets	1,526,535	2,397,383	1,511,626	6,712	63.3%	15,473
Planning & Zoning	492,405	552,611	113,746	11,783	22.7%	58,399
Clemmons Events & Marketing	131,785	131,785	39,601	-	30.0%	27,052
Park & Recreation	9,500	9,500	1,683	218	20.0%	3,446
Major repairs & renovations	27,000	27,000	-	-	0.0%	-
Capital Outlay	14,000	14,000	13,152	-	93.9%	182,865
Transfer to Capital Projects	200,000	200,000	13,082	-	6.5%	104,666
	7,485,120	8,412,549	3,647,155	1,965,566	66.7%	2,024,029
Revenue Over (Under) Expenditures			(921,904)			(885,809)

Encumbrances are contracts or purchases approved, but not paid.

FUND BALANCE	
Fund Balance as of June 30, 2020	9,858,917
Revenue over(under)expenditures	(921,904)
Fund Balance as of December 31, 2020	8,937,013

BUDGET INFORMATION	
Beginning Budget	7,485,120
Amendments:	
20-G-1 re appropriate encumbrances	110,929
20-G-2 Bulk Item	16,500
20-G-3 Paving	800,000
Revised Budget	8,412,549

STORMWATER FUND					
	Budget 6/30/2021	Actual As of 12/31/2021		%	Prior Year Actual 12/31/2020
REVENUES					
Storm Water Fee	798,975	207,727		26%	223,565
Storm Water Permits	5,000	4,182		84%	2,066
Interest	17,000	223		1%	13,580
Sponsorships	1,000	500		50%	500
Other revenue	-	-		0%	-
Subtotal	821,975	212,632		26%	239,711
Sale of Capital Assets	-	300		0%	-
Services Other Governments	3,900	-		0%	-
Appropriated fund balance	1,071,200	-		0%	-
Total	1,897,075	212,932		11%	239,711
EXPENSES					
					Enc.
Stormwater Operating Expense	511,085	214,404	31,553	48%	234,240
Capital Improvement & Capital	1,335,990	451,728	849,483	97%	220,434
Transfers to Capital Project	-	-	-	0%	-
	1,847,075	666,132	881,036	36%	454,674
Revenue Over(Under)Expenditures		(453,200)			(214,963)



CASH BALANCES AS OF DECEMBER 31, 2021	
General Fund	10,290,655
Conorvirus Relief Fund	115
Hwy 158 Sidewalk	-
Stormwater Fund	1,729,531
Market Center Dr	144,542
	12,164,843



VILLAGE OF CLEMMONS
 FINANCIAL SUMMARY
 FOR DECEMBER 31, 2020

SPECIAL REVENUE CONAVIRUS RELIEF FUND			
Revenues	Budget	Actual	
Conavirus Relief Funds	221,664	221,664	
Total	221,664	221,664	
Public Health Expenditures	18,215.41	18,215	
Compliance with COVID 19 Public Health	33,838.03	33,838	
Transfers to General Fund	169,610.56	169,611	
Total	221,664.00	221,664	

SIDEWALK TO TANGLEWOOD ALONG 158				
Revenues	Budget	Project to Date		
STDP Grant	2,110,400	172,858		8%
Transfers from General Fund	1,569,100	68,657		4%
Total	3,679,500	241,515		7%
Expenditures				
Construction and Engineering	3,679,500	255,532	-	7%

Market Center Drive	Budget	Project to Date		
Grant NC Dept. of Commerce	269,340	269,340		
Developer Payment	9,200	9,200		
CMAQ GRANT	320,000	-		
Sales Tax Refund		531		
Transfers from General Fund	\$ 1,374,860	\$ 354,167		26%
Transfers from Stormwater	\$ 105,000	\$ 104,916		100%
Total Revenue	\$ 2,078,400	\$ 738,154		36%
Phase I				
Design	\$ 59,200	\$ 54,250	\$ -	92%
Stormdrainage	\$ 105,200	\$ 14,664	\$ -	14%
Road & Sidewalk Construction	\$ 755,094	\$ 305,306	\$ -	40%
Stamped Crosswalks	\$ 13,106	\$ 13,105	\$ -	100%
Backflow Preventor Upfit	\$ 48,000	\$ 47,850	\$ -	100%
Enhancements	\$ 43,000	\$ 37,581	\$ -	87%
Phase II				
Design	\$ 76,000	\$ 75,998	\$ -	100%
Storm drainage	\$ 26,000	\$ -	\$ -	0%
Sidewalk Phase II	\$ 454,000	\$ 16,342	\$ -	4%
Road Construction	\$ 453,800	\$ 9,425	\$ -	2%
Stamped Crosswalks	\$ -	\$ -	\$ -	-
Enhancements	\$ 45,000	\$ 26,206	\$ -	58%
Total Expenditures	\$ 2,078,400	\$ 600,727	\$ -	29%

FINANCE OFFICER BUDGET TRANSFERS FOR MARKET CENTER DRIVE

Line Item	Increase	Decrease
Design	9900	
Road Construction		9900
Design Modification for Phase 1B		

VILLAGE OF CLEMMONS
PAID CHECKS REPORT
12/1/2020 to 12/31/2020

Check#	Paid To	Description	Check Date	Amount
21674	ANN STROUD	Board Appreciation Gift Cards	12/7/2020	\$2,448.00
21675	CINTAS	Mat & Uniform Rental	12/7/2020	\$552.92
21676	COOLEY ROOFING & CONSTRUCTION LLC	Roof Stormwater Building	12/7/2020	\$8,676.00
21677	KIMLEY-HORN AND ASSOCIATES INC	Market Center Phase 1B	12/7/2020	\$4,950.00
21678	RCJ Contracting, LLC	Springpath CIP	12/7/2020	\$35,000.00
21679	Rolling Greens, Inc.	Christmas Tree	12/7/2020	\$11,952.03
21680	Servpro of West Forsyth County	Proactive Cleaning Village Hall	12/7/2020	\$450.00
21681	Staples Credit Plan	Office supplies & tax forms	12/7/2020	\$98.40
21682	Time Warner Cable	Telephone & Internet	12/7/2020	\$979.85
21685	APPLIED TELECOM, INC.	Service Labor Telephone system	12/7/2020	\$205.13
21686	Logics	Quarterly Maintenance & Support	12/7/2020	\$854.14
21687	North Carolina Department of Labor	Inspection Air Compressor	12/7/2020	\$35.00
21688	Salisbury Newsmedia, LLC	employment ad planner	12/7/2020	\$632.92
21689	APPLIED TELECOM, INC.	Telephone Changes	12/16/2020	\$80.06
21690	AT&T	Telephone Deputy Office	12/16/2020	\$477.16
21691	BB&T Financial, FSB	Purchase Card Transactions See Separate R	12/16/2020	\$8,261.33
		Attorney Fee		
		Visible Properties ZBOA 7852.50		
		Attorney Fee Admin 8008.80		
		ROW Acquisition Hwy 158 992.50		
21692	Blanco Tackabery and Matamoros PA	ROW Market Center Phase 2B 467.50	12/16/2020	\$17,401.30
21693	BMI	Base License Music	12/16/2020	\$364.00
21694	CINTAS	Mat & Uniform Rental	12/16/2020	\$114.72
21695	CITY OF WINSTON SALEM	Water & Sewer	12/16/2020	\$20.53
21696	CITY OF WINSTON-SALEM	Large Blk Liners	12/16/2020	\$92.82
21697	DUKE ENERGY	Utility	12/16/2020	\$832.48
21698	HARRISON, EMILY	Supplies	12/16/2020	\$154.45
21699	IIMC	IIMC Dues	12/16/2020	\$175.00

VILLAGE OF CLEMMONS
PAID CHECKS REPORT
12/1/2020 to 12/31/2020

Check#	Paid To	Description	Check Date	Amount
		Transportation Plan 11,340.00		
		Market Center Design 1B 4950.00		
21700	KIMLEY-HORN AND ASSOCIATES INC	Market Center Bid Document 2A&B 5360.00	12/16/2020	\$16,290.00
21701	Lisa Shortt	Teleworking Home Oct-Dec Internet	12/16/2020	\$207.64
21702	LJB Inc.	Springside CIP	12/16/2020	\$1,613.92
21703	NC Child Support	Child Support	12/16/2020	\$206.77
21704	Old Dominion Brush	LV32	12/16/2020	\$2,528.93
21705	Strategic Connections Inc.	Audio System Upgrade	12/16/2020	\$14,386.52
21706	Triad Cleaning Crew	Janitorial Service VH	12/16/2020	\$480.00
21707	WEX Bank	Gas Nov	12/16/2020	\$3,907.91
21708	WM Corporate Services Inc.	Trash Compactor	12/16/2020	\$5,645.39
21709	WM Corporate Services, Inc	Residential Trash & Recycling	12/16/2020	\$84,475.78
21710	4S SIGN & SUPPLY, INC	Pedestrian Crossing	12/21/2020	\$569.97
21711	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Supplemental Insurance	12/21/2020	\$372.51
21712	Blue Cross and Blue Shield of North Carolina	Jan Group Health	12/21/2020	\$21,463.80
21713	CINTAS	Mat & Uniform Rental	12/21/2020	\$114.72
21714	CITY OF WINSTON SALEM	Water & Sewer	12/21/2020	\$2,044.93
21715	DUKE ENERGY	Street Lighs	12/21/2020	\$7,849.16
21716	KIMBRELL, WESLEY S.	Required Phone Business Use Personal Cell	12/21/2020	\$204.00
21717	KRG UTILITY INC	CCTV Waterford Area	12/21/2020	\$750.00
21718	Morris Business Solutions	Per Copy Village Hall & Stormwater	12/21/2020	\$204.16
21719	Municipal Insurance Trust	Dental Vision STD Life	12/21/2020	\$2,082.92
21720	NC Child Support	Child Support 12.23.Payroll	12/21/2020	\$206.77
21721	Old Dominion Brush	LV 32	12/21/2020	\$1,082.83
21722	Piedmont Triad Computer Consulting, Inc.	Smart Solutions	12/21/2020	\$203.30
21723	RCJ Contracting, LLC	Springpath CIP	12/21/2020	\$54,529.00
21724	Salisbury Newsmedia, LLC	Public Hearing Dec 14	12/21/2020	\$545.55
21725	Shannon Ford	Internet Reim for Telecommuting during COVID	12/21/2020	\$160.00
21726	SHI International Corp.	Ethernet Adapter	12/21/2020	\$4,309.18
21727	YMCA of Northwest North Carolina	Wellness	12/21/2020	\$254.50

VILLAGE OF CLEMMONS
PAID CHECKS REPORT
12/1/2020 to 12/31/2020

Check#	Paid To	Description	Check Date	Amount
21728	SHI International Corp.	Acrobat, Office	12/22/2020	\$1,725.18
21729	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Supplemental Insurance	12/30/2020	\$372.47
21730	ANN STROUD	Teleworking during Covid Internet	12/30/2020	\$261.32
21731	C&K PROPERTIES, LLC	Rent Neudorf	12/30/2020	\$1,200.00
21732	CINTAS	Mat & Uniform Rental	12/30/2020	\$114.72
21733	DUKE ENERGY	Utilities	12/30/2020	\$890.64
21734	Gibson & Company, PA	2020 Audit	12/30/2020	\$15,700.00
21735	JAN-PRO CLEANING SYSTEMS	Janitorial Service	12/30/2020	\$400.00
21736	Jeffrey M. Vaughn	Mileage Reimbursement	12/30/2020	\$255.05
21737	Lisa Shortt	Teleworking Cell Phone Reimb	12/30/2020	\$43.82
21738	LJB Inc.	Tanglebrook Trail CIP	12/30/2020	\$10,971.25
21739	Mark Mize	137 Loads Leaves	12/30/2020	\$2,740.00
21740	Old Dominion Brush	Computer LV 32	12/30/2020	\$2,154.21
21741	Piedmont Natural Gas	Utilities Natural Gas	12/30/2020	\$499.38
21742	Robert J Young Company	Per Copy Charges	12/30/2020	\$56.26
21743	Servpro of West Forsyth County	Proactive Cleaning Village Hall	12/30/2020	\$450.00
21744	Verizon	Cell phone	12/30/2020	\$561.76
21745	Winston Tractor Company	TN70 Tractor	12/30/2020	\$6,907.37
		Total Checks:		<u>\$366,801.83</u>
		Total For GENERAL FUND		\$216,871.28
		Total For SIDEWALKS & TANGLEWOOD GREENWAY		\$992.50
		Total For STORM WATER UTILITY		\$116,576.89
		Total For MARKET CENTER DRIVE		\$10,367.50
		Total For Special Revenue Conavirus Relief Fund		<u>\$21,993.66</u>
		GRAND TOTAL		<u><u>\$366,801.83</u></u>

VILLAGE OF CLEMMONS**BB&T Purchase Card Transactions**

Vendor Name	Invoice Number	Invoice Amount	Invoice Description	Check #	Check Date
BB&T Financial, FSB	Ace 10.28.20	\$9.06	Fuel Mix	21691	12/16/2020
BB&T Financial, FSB	Ace 10.28.20 (2)	\$14.92	Shop Supplies	21691	12/16/2020
BB&T Financial, FSB	Ace Ventures 10.28.20	\$642.00	Desk Planning Tech	21691	12/16/2020
BB&T Financial, FSB	Amazon 11.1.20	\$59.90	Dual Monitor Stand	21691	12/16/2020
BB&T Financial, FSB	APWA SW 98468	(\$60.00)	Credit Stormwater	21691	12/16/2020
BB&T Financial, FSB	APWA SW 98471	(\$60.00)	Credit APWA Stormwater	21691	12/16/2020
BB&T Financial, FSB	Belt Shop 10.21.20	\$818.55	Tub Grinder Repair	21691	12/16/2020
BB&T Financial, FSB	Canva 11.27.20	\$25.90	Canva Subscription monthly	21691	12/16/2020
BB&T Financial, FSB	ConstantContact 112720	\$66.50	Constant Contact Subscription Monthly	21691	12/16/2020
BB&T Financial, FSB	Costco 11.19.20	\$123.58	Supplies	21691	12/16/2020
BB&T Financial, FSB	Cross 11.03.20	\$49.89	grasshopper3 Maintenance	21691	12/16/2020
BB&T Financial, FSB	Cross 11.03.20 (2)	\$90.02	L7 Maintenance	21691	12/16/2020
BB&T Financial, FSB	Cross 11.04.20	\$86.28	GH #3 Maintenance	21691	12/16/2020
BB&T Financial, FSB	Cross 11.25.20	\$85.71	L5	21691	12/16/2020
BB&T Financial, FSB	DogWaste1116	\$217.78	Dog Waste Station Supplies	21691	12/16/2020
BB&T Financial, FSB	EastPen	\$207.12	Battery	21691	12/16/2020
BB&T Financial, FSB	facebook 10.31	\$4.00	Facebook boost	21691	12/16/2020
BB&T Financial, FSB	Facebook 11.14	\$10.00	Holiday Pop Up Market Ad	21691	12/16/2020
BB&T Financial, FSB	Facebook 11/19/20	\$10.00	Holiday Pop Up Market Ad	21691	12/16/2020
BB&T Financial, FSB	Food Lion 11.19.2020	\$28.88	Lunch Meeting	21691	12/16/2020
BB&T Financial, FSB	Forsyth Mower 10.28.20	\$21.35	Chain for saw	21691	12/16/2020
BB&T Financial, FSB	Forsyth Mower 11.06.20	\$176.44	Pole Saw Maintenance	21691	12/16/2020
BB&T Financial, FSB	ForsythMower298627	\$1,027.11	2 HT103 Pole Saw	21691	12/16/2020
BB&T Financial, FSB	godaddy 11.6.20	\$18.17	clemmonsWonderland.com	21691	12/16/2020
BB&T Financial, FSB	Graybar 11.24.20	\$61.93	Switches Snowflakes	21691	12/16/2020
BB&T Financial, FSB	GrovePark 11.12.20	\$472.50	Tree Removal Sharpe Street	21691	12/16/2020
BB&T Financial, FSB	Home Depot 11.12.20	\$11.88	Shop supplies	21691	12/16/2020
BB&T Financial, FSB	HomeTeam110320	\$54.40	Pest Control Village Hall	21691	12/16/2020
BB&T Financial, FSB	Horns 11.09.20	\$13.60	NC Inspection	21691	12/16/2020
BB&T Financial, FSB	Ketchie 11.23.20	\$178.61	Food Fall Retreat	21691	12/16/2020
BB&T Financial, FSB	Lowe's 11.07.20	\$8.54	Toilet Repair	21691	12/16/2020
BB&T Financial, FSB	Lowe's 11.10.20	\$52.38	Electrical Tools	21691	12/16/2020

VILLAGE OF CLEMMONS**BB&T Purchase Card Transactions**

Vendor Name	Invoice Number	Invoice Amount	Invoice Description	Check #	Check Date
BB&T Financial, FSB	Magnum 11.03.20	\$27.82	Car Wash	21691	12/16/2020
BB&T Financial, FSB	McDonalds 11.7.20	\$10.15	Breakfast Medicine Drop	21691	12/16/2020
BB&T Financial, FSB	MockTire 11.18.20	\$656.44	Tires PT 7	21691	12/16/2020
BB&T Financial, FSB	Napa 11.10.20	\$137.60	Shop Supplies	21691	12/16/2020
BB&T Financial, FSB	Napa 11.19.20	\$9.50	Air Filter	21691	12/16/2020
BB&T Financial, FSB	Napa 11.19.20 1	\$51.10	Brake Cleaner	21691	12/16/2020
BB&T Financial, FSB	NCLM 11.5.20	\$100.00	Ad Planning Tech	21691	12/16/2020
BB&T Financial, FSB	NCLM NCGFOA 11.19	\$80.44	Virtual Fall Conference	21691	12/16/2020
BB&T Financial, FSB	Northern 11.11.20	\$157.97	Supplies	21691	12/16/2020
BB&T Financial, FSB	NorthernTool 11.20.20	\$90.09	Supplies	21691	12/16/2020
BB&T Financial, FSB	Parkway 11.10.20	\$67.54	FBD9 Maintenance	21691	12/16/2020
BB&T Financial, FSB	Performance 10.29.20	\$64.13	Vehicle Maintenance	21691	12/16/2020
BB&T Financial, FSB	Poindexter 11.05.20	\$21.92	replacemt mailbox	21691	12/16/2020
BB&T Financial, FSB	Samps.com 11.27.20	\$19.20	Stamps.com	21691	12/16/2020
BB&T Financial, FSB	Sams 11.03.20	\$112.24	Supplies	21691	12/16/2020
BB&T Financial, FSB	Sams 11.09.20	\$100.00	Membership	21691	12/16/2020
BB&T Financial, FSB	Sams 11.09.20 (2)	\$332.20	Supplies	21691	12/16/2020
BB&T Financial, FSB	Sherwin Williams 11.09.20	\$19.23	Paint	21691	12/16/2020
BB&T Financial, FSB	Staples 11.09.20	\$40.65	Switch for Council rm	21691	12/16/2020
BB&T Financial, FSB	Staples 11.09.20 (2)	\$139.09	microphone	21691	12/16/2020
BB&T Financial, FSB	Staples 11.18.20	\$70.19	Old Meadowbrook Placards	21691	12/16/2020
BB&T Financial, FSB	TarHeel 10.29.20	\$498.72	Replace Window in Limb Truck	21691	12/16/2020
BB&T Financial, FSB	Tractor 11.18.20	\$5.63	Supplies	21691	12/16/2020
BB&T Financial, FSB	Triad Freight 11.20.20	\$175.44	LV 32	21691	12/16/2020
BB&T Financial, FSB	Triad Freightliner 11.03.20	\$129.27	Vehicle Maintenance supplies	21691	12/16/2020
BB&T Financial, FSB	Triad Freightliner 11.18.20	\$104.69	LV31 Maintenance	21691	12/16/2020
BB&T Financial, FSB	TSC 11.23.20	\$59.90	Repair Message Board Trailer	21691	12/16/2020
BB&T Financial, FSB	UNC 11.19.20	\$134.83	Land Use Law	21691	12/16/2020
BB&T Financial, FSB	UPS 11.25.20	\$11.67	Postage	21691	12/16/2020
BB&T Financial, FSB	USPS 11.10.20	\$55.00	Stamps	21691	12/16/2020
BB&T Financial, FSB	USPS 11.10.20 (2)	\$4.10	Certified Postage	21691	12/16/2020
BB&T Financial, FSB	USPS 11.13.20	\$110.00	Stamps	21691	12/16/2020

VILLAGE OF CLEMMONS**BB&T Purchase Card Transactions**

Vendor Name	Invoice Number	Invoice Amount	Invoice Description	Check #	Check Date
BB&T Financial, FSB	Walgreens 11.23.20	\$25.66	Batteries	21691	12/16/2020
BB&T Financial, FSB	Walmart 11.12.20	\$33.83	Shop Supplies	21691	12/16/2020
BB&T Financial, FSB	Walmart 11.24.20	\$25.00	Apple Card for phone storage	21691	12/16/2020
BB&T Financial, FSB	Walmart 11.24.20 2	\$38.10	Supplies	21691	12/16/2020
BB&T Financial, FSB	Zoom 11.05.20	\$14.99	Monthly Svc	21691	12/16/2020
	Total	\$8,261.33			

**FORSYTH COUNTY SHERIFF'S OFFICE
000 EVENTS FOR SERVICE**

12/01/2020 - 12/31/2020

CLEMMONS

Total of Priority 2: **6**

Total of Priority 5: **2**

TOTAL 000 EVENT COUNT: 8

CLEMMONS

**FORSYTH COUNTY SHERIFF'S OFFICE
ACTIVITY REPORT
1/1/2020 - 12/31/2020**

COUNT OF
CRIMES / OFFENSES

	JAN		FEB		MARCH		APRIL		MAY		JUNE		JULY		AUG		SEPT		OCT		NOV		DEC		Total
	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	
CRIMES AGAINST PERSONS	24	10	17	8	18	7	15	5	19	5	22	9	13	9	15	8	14	9	15	10	8	10	12	9	291
CRIMES AGAINST PROPERTY	20	9	11	7	38	8	24	9	16	5	27	8	22	8	26	11	43	17	22	15	25	15	18	6	410
CRIMES AGAINST SOCIETY	5	10	5	14	15	13	8	16	14	6	18	12	12	6	11	13	7	12	6	17	5	7	11	18	261
GROUP B	61	32	66	43	66	32	49	32	71	19	82	26	63	23	66	39	71	35	78	26	61	46	71	27	1,185
Total	110	61	99	72	137	60	96	62	120	35	149	55	110	46	118	71	135	73	121	68	99	78	112	60	2,147

	CPC	OTHER	Total
Total	1,406	741	2,147

	CPC	OTHER	Total
Total	65.49	34.51	100.00%

Murder, Rape, and Agg. Assault are a count of victims; MV Theft is a count of vehicles. All other crimes are a count of incident charges.

FORSYTH COUNTY SHERIFF'S OFFICE

COUNT OF CHARGES AND PERSONS ARRESTED/CITED

1/1/2020 - 12/31/2020

CLEMMONS

COUNT OF CHARGES

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		GRAND TOTAL
	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	CPC UNITS	OTHER UNITS	
FELONY	2	11	2	8	4	14	10	2	0	6	3	20	1	10	1	2	4	3	7	4	14	1	5	1	135
MISDEMEANOR	105	53	120	37	192	89	106	80	176	49	135	101	113	29	123	48	120	25	107	52	106	27	137	39	2,169
INFRACTION	116	12	151	2	121	21	87	13	165	10	134	14	88	2	97	12	113	13	107	9	62	5	64	11	1,429
Total	223	76	273	47	317	124	203	95	341	65	272	135	202	41	221	62	237	41	221	65	182	33	206	51	3,733

	CPC UNITS	OTHER UNITS	Total
Total	2,898	835	3,733

	CPC UNITS	OTHER UNITS	Total
Total	77.63%	22.37%	100.00%

**FORSYTH COUNTY SHERIFF'S OFFICE
CLEMMONS ACTIVITY REPORT**

1/1/2020 - 12/31/2020

CID ASSIGNED CASES	JAN		FEB		MA	APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		Total
	CPC	OTHER	CPC	OTHER	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	
	0	0	0	0	2	0	0	0	0	0	0	0	3	0	1	0	0	1	0	0	0	2	0	9
CBA	3	1	0	1	0	0	1	2	0	0	1	0	3	0	0	1	0	0	0	0	0	0	0	13
CLOSED/ NON-REPORTABLE	1	1	0	2	0	1	0	1	2	1	0	0	2	0	0	0	1	0	1	0	0	0	0	13
EXCEPT. CLEAR	0	2	0	0	1	0	0	0	0	1	1	0	0	0	1	0	1	0	1	0	0	0	1	9
INACTIVE	2	3	0	2	0	0	1	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	12
OPEN	1	0	1	1	0	0	0	0	0	6	1	2	3	1	0	1	1	1	2	1	0	0	1	23
UNFOUNDED	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	3
Total	7	7	1	6	3	1	2	6	2	9	3	2	11	2	2	2	4	2	4	1	1	2	2	82

**FORSYTH COUNTY SHERIFF'S OFFICE
CLEMMONS ACTIVITY REPORT**

1/1/2020 - 12/31/2020

CPC	OTHER	Total
3	6	9
6	7	13
4	9	13
1	8	9
6	6	12
14	9	23
1	2	3
35	47	82

CPC	OTHER
33%	67%
46%	54%
31%	69%
11%	89%
50%	50%
61%	39%
33%	67%
43%	57%

FORSYTH COUNTY SHERIFF'S OFFICE CLEMMONS ACTIVITY REPORT

1/1/2020 - 12/31/2020

CALLS FOR SERVICE

JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC	
CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER
1,187	432	1,141	420	1,376	535	1,104	526	1,253	447	1,163	489	1,048	390	1,199	463	1,181	568	1,207	624	1,024	506	1,118	400

CPC	OTHER
14,001	5,800

CPC	OTHER
71 %	29 %

FORSYTH COUNTY SHERIFF'S OFFICE

CALLS FOR SERVICE

12/01/2020 - 12/31/2020

CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
1050 PROPERTY DAMAGE	22		22	100 %	
10-54 HIT AND RUN	2		2	100 %	
50B PROCESS SERVICE		6	6		100 %
911 HANG UP	15	2	17	88 %	12 %
ABANDONED VEHICLE	1		1	100 %	
ALARM BUSINESS	26	9	35	74 %	26 %
ALARM BUSINESS HOLD UP	2	1	3	67 %	33 %
ALARM PANIC	3		3	100 %	
ALARM RESIDENCE	16	4	20	80 %	20 %
ARMED ROBBERY OF BUSINESS	1		1	100 %	
ASSAULT ALREADY OCCURED	11	1	12	92 %	8 %
ASSAULT IN PROGRESS	1		1	100 %	
ASSIST AGENCY	26	5	31	84 %	16 %
ASSIST MOTORIST	16	3	19	84 %	16 %
AUTO BREAKING ALREADY OCCURED		1	1		100 %
BLOCKED ROADWAY	6	2	8	75 %	25 %
CARELESS AND RECKLESS DRIVING	2	1	3	67 %	33 %
CODE WHITE	1		1	100 %	
COMMITMENT PROCESS	1		1	100 %	
COMMUNICATING THREATS	3		3	100 %	
COUNTERFEITING	1		1	100 %	
DISCHARGING FIREARMS	2		2	100 %	
DISTURBANCE	15	2	17	88 %	12 %
DOMESTIC DISTURBANCE	12		12	100 %	
DOMESTIC ORDER VIOLATION	1		1	100 %	
DOMESTIC STANDBY		1	1		100 %
DOMESTIC WITH WEAPONS	1		1	100 %	
DRIVING WHILE IMPAIRED	1		1	100 %	

FORSYTH COUNTY SHERIFF'S OFFICE

CALLS FOR SERVICE

12/01/2020 - 12/31/2020

CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
ESCORT	1		1	100 %	
FIGHT IN PROGRESS	1		1	100 %	
FOOT PATROL	14		14	100 %	
FOUND PROPERTY	4		4	100 %	
FRAUD	11	1	12	92 %	8 %
HBL ALREADY OCCURED	1		1	100 %	
INVESTIGATIVE FOLLOWUP	21	5	26	81 %	19 %
K9 ACTIVITY		10	10		100 %
LARCENY	7		7	100 %	
LARCENY OF VEHICLE	4	1	5	80 %	20 %
LITTERING	1		1	100 %	
LOCATE WANTED PERSON	1		1	100 %	
LOST OR STOLEN PROPERTY	1		1	100 %	
MENTAL PATIENT VIOLENT	1		1	100 %	
MISSING PERSON	1		1	100 %	
NOISE DISTURBANCE	10		10	100 %	
POLICE SERVICE	37	5	42	88 %	12 %
PROCESS SERVICE		43	43		100 %
PUBLIC RELATIONS	2		2	100 %	
RUNAWAY	1	1	2	50 %	50 %
SECURITY CHECK	406	147	553	73 %	27 %
STATIONARY LICENSE CHECK		1	1		100 %
STORE BREAKING ALREADY OCC	1		1	100 %	
SUICIDE ATTEMPT		1	1		100 %
SUICIDE THREAT	2		2	100 %	
SUSPICIOUS PERSON OR PROWLER	12		12	100 %	
SUSPICIOUS VEHICLE	14	2	16	88 %	13 %
TRESPASSING	2		2	100 %	

FORSYTH COUNTY SHERIFF'S OFFICE

CALLS FOR SERVICE

12/01/2020 - 12/31/2020

CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
TROUBLE WITH JUVENILE	1		1	100 %	
TROUBLE WITH NEIGHBOR	3		3	100 %	
UNKNOWN TROUBLE	1		1	100 %	
UNSECURED PREMISE	4		4	100 %	
VANDALISM	5		5	100 %	
VIOLATION OF ABC LAWS	1		1	100 %	
VIOLATION OF AUTO LAW	324	118	442	73 %	27 %
VIOLATION OF CONTROL SUBSTANCE	7	7	14	50 %	50 %
WARRANT FOR ARREST	13	19	32	41 %	59 %
WELFARE CHECK	15	1	16	94 %	6 %
Total	1,118	400	1,518	74 %	26 %

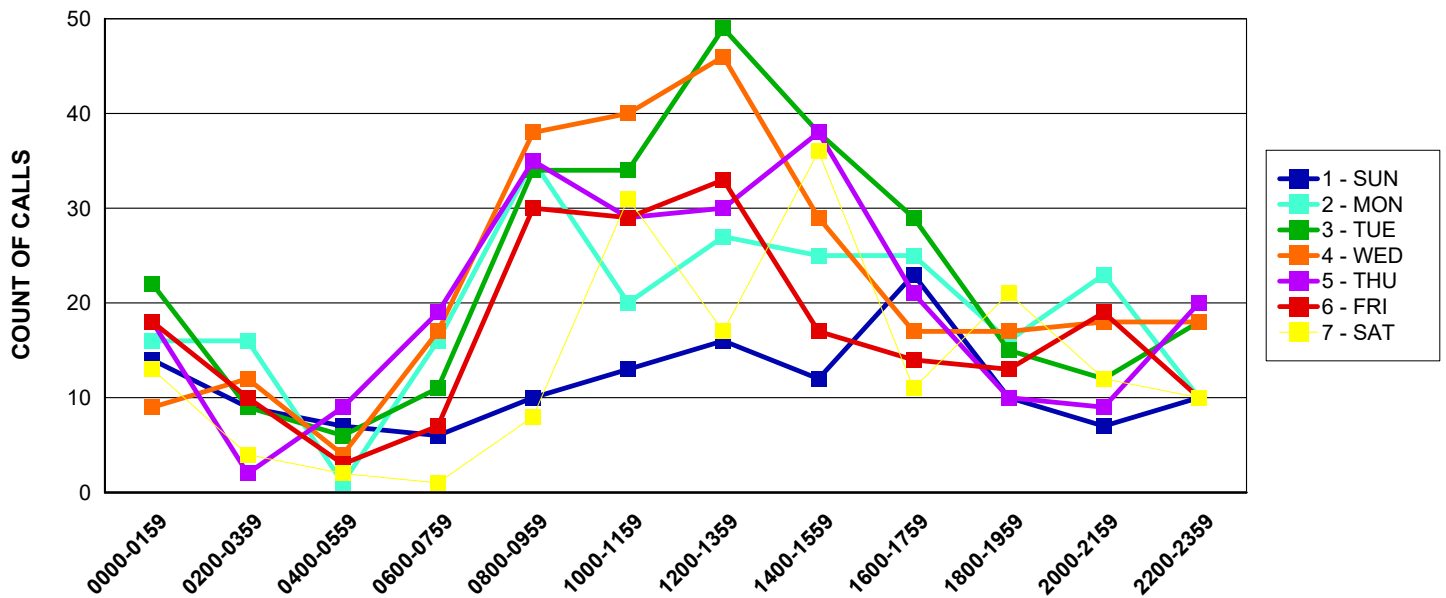
FORSYTH COUNTY SHERIFF'S OFFICE

CALLS FOR SERVICE

12/01/2020 - 12/31/2020

CLEMMONS

CALLS FOR SERVICE BY HOUR AND DOW



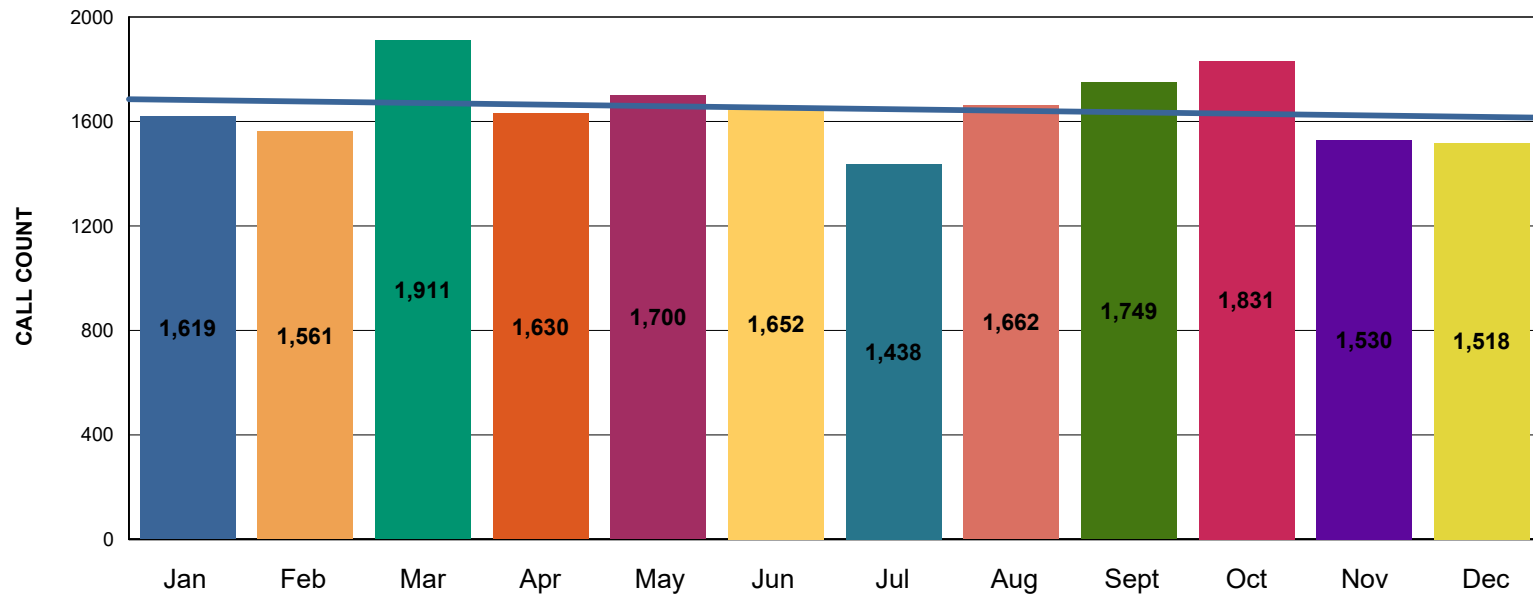
	1 - SUN	2 - MON	3 - TUE	4 - WED	5 - THU	6 - FRI	7 - SAT	Total
0000-0159	14	16	22	9	18	18	13	110
0200-0359	9	16	9	12	2	10	4	62
0400-0559	7	1	6	4	9	3	2	32
0600-0759	6	16	11	17	19	7	1	77
0800-0959	10	35	34	38	35	30	8	190
1000-1159	13	20	34	40	29	29	31	196
1200-1359	16	27	49	46	30	33	17	218
1400-1559	12	25	38	29	38	17	36	195
1600-1759	23	25	29	17	21	14	11	140
1800-1959	10	16	15	17	10	13	21	102
2000-2159	7	23	12	18	9	19	12	100
2200-2359	10	10	18	18	20	10	10	96
Total	137	230	277	265	240	203	166	1,518

FORSYTH COUNTY SHERIFF'S OFFICE

COUNT OF CALLS FOR SERVICE WITH TRENDLINE

01/01/2020 - 12/31/2020

CLEMMONS



FORSYTH COUNTY SHERIFF'S OFFICE

COUNT OF CHARGES AND PERSONS ARRESTED/CITED

12/1/2020 - 12/31/2020

CLEMMONS

COUNT OF CHARGES

		FELONY			MISDEMEANOR			INFRACTION			GRAND TOTAL
		CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	
CRIMES AGAINST PERSONS	AGG. ASSAULTS	1		1			0			0	1
	SIMPLE ASSAULT			0	3		3			0	3
	Total	1	0	1	3	0	3	0	0	0	4
CRIMES AGAINST PROPERTY	FORGERY	1		1			0			0	1
	FRAUD			0		2	2			0	2
	LARCENY			0	1		1			0	1
	STOLEN PROPERTY	1		1			0			0	1
	Total	2	0	2	1	2	3	0	0	0	5
CRIMES AGAINST SOCIETY	DRUG OFFENSES	1		1	4	6	10			0	11
	WEAPONS VIOLATIONS			0		4	4			0	4
	Total	1	0	1	4	10	14	0	0	0	15
GROUP B	ALL OTHER OFFENSES	1		1	13	1	14			0	15
	DWI			0	3		3			0	3
	TRAFFIC VIOLATIONS		1	1	113	26	139	64	11	75	215

FORSYTH COUNTY SHERIFF'S OFFICE

COUNT OF CHARGES AND PERSONS ARRESTED/CITED

12/1/2020 - 12/31/2020

CLEMMONS

		FELONY			MISDEMEANOR			INFRACTION			GRAND TOTAL
		CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	
GROUP B	Total	1	1	2	129	27	156	64	11	75	233
Total		5	1	6	137	39	176	64	11	75	257

FORSYTH COUNTY SHERIFF'S OFFICE

COUNT OF CHARGES AND PERSONS ARRESTED/CITED

12/1/2020 - 12/31/2020

CLEMMONS

**COUNT OF PERSONS
ARRESTED / CITED**

	FELONY			MISDEMEANOR			INFRACTION		
	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total
CRIMES AGAINST PERSONS	1		1	3		3			0
CRIMES AGAINST PROPERTY	2		2	1	2	3			0
CRIMES AGAINST SOCIETY	1		1	2	6	8			0
GROUP B	1	1	2	101	22	123	64	11	75

CLEMMONS

**FORSYTH COUNTY SHERIFF'S OFFICE
COUNTYWIDE OFFENSES
12/1/2020 - 12/31/2020**

	Total	
CRIMES AGAINST PERSONS	AGG. ASSAULT	1
	COMMUNICATING THREATS	4
	SIMPLE ASSAULT	16
	Total	21
CRIMES AGAINST PROPERTY	ROBBERY	2
	BURGLARY	4
	LARCENY	8
	MOTOR VEHICLE THEFT	1
	FORGERY	1
	FRAUD	3
	VANDALISM	5
	Total	24
CRIMES AGAINST SOCIETY	DRUG OFFENSES	24
	WEAPONS VIOLATION	5
	Total	29
GROUP B	ALL OTHER OFFENSES	93
	DISORDERLY CONDUCT	2
	DWI	1

Murder, Rape, and Agg. Assault are a count of victims; MV Theft is a count of vehicles. All other crimes are a count of incident charges.

CLEMMONS

**FORSYTH COUNTY SHERIFF'S OFFICE
COUNTYWIDE OFFENSES
12/1/2020 - 12/31/2020**

		Total
GROUP B	LIQUOR LAWS	1
	TRESPASSING	1
	Total	98
Total		172

Murder, Rape, and Agg. Assault are a count of victims; MV Theft is a count of vehicles. All other crimes are a count of incident charges.

FORSYTH COUNTY SHERIFF'S OFFICE

ALL UNITS AVERAGE CALL RESPONSE BY PRIORITY WITHOUT SELF INITIATED

12/1/2020 - 12/31/2020

CLEMMONS	ASSIGNED UNITS AVG RESPONSE IN MINS	ASSIGNED UNITS CALL COUNT
PRIORITY 2		
CLEMMONS ASSIGNED UNITS	7.9	213
OTHER UNITS	6.5	27
PRIORITY 2 OVERALL AVG RESPONSE IN MINS	7.7	
PRIORITY 3		
CLEMMONS ASSIGNED UNITS	8.1	53
OTHER UNITS	6.2	4
PRIORITY 3 OVERALL AVG RESPONSE IN MINS	7.9	
PRIORITY 5		
CLEMMONS ASSIGNED UNITS	10.5	30
OTHER UNITS	9.5	6
PRIORITY 5 OVERALL AVG RESPONSE IN MINS	10.3	
PRIORITY P		
CLEMMONS ASSIGNED UNITS	3.8	19
OTHER UNITS	5.6	2
PRIORITY P OVERALL AVG RESPONSE IN MINS	4.0	
TOTAL COUNT OF CALLS		354
OVERALL AVG RESPONSE IN MINS		7.8

CALL RESPONSE TIME DEFINED AS : TIME CALLED ROUTED TO FIRST UNIT ARRIVE ON SCENE

FORSYTH COUNTY SHERIFF'S OFFICE CLEMMONS DEPUTY WORKLOAD REPORT

7/1/2020 - 12/31/2020

COUNT OF CRIMES / OFFENSES	JUL		AUG		SEP		OCT		NOV		DEC	
	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN
CRIMES AGAINST PERSONS	0	0	0	0	0	0	0	0	0	0	1	0
CRIMES AGAINST PROPERTY	1	0	0	0	0	0	0	0	0	0	0	0
GROUP B	6	9	4	7	9	11	14	6	6	8	11	5
Total	7	9	4	7	9	11	14	6	6	8	12	5

TOTAL	
BOYSEL	LUFFMAN
1	0
1	0
50	46
52	46

AVG TOTAL CRIMES / OFFENSES

BOYSEL	LUFFMAN
9	8

COUNT OF ARREST CHARGES	JUL		AUG		SEP		OCT		NOV		DEC	
	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN
FELONY	0	1	0	0	0	0	3	0	0	0	0	0
MISDEMEANOR	24	48	20	38	19	44	28	32	22	22	34	29
INFRACTION	44	25	43	29	52	44	38	40	28	17	25	21
Total	68	74	63	67	71	88	69	72	50	39	59	50

TOTAL	
BOYSEL	LUFFMAN
3	1
147	213
230	176
380	390

AVG TOTAL ARREST CHARGES

BOYSEL	LUFFMAN
63	65

Homicides, rape, aggravated assaults use victim count and all others crimes and arrests count charges.

FORSYTH COUNTY SHERIFF'S OFFICE CLEMMONS DEPUTY WORKLOAD REPORT

7/1/2020 - 12/31/2020

COUNT OF
WARNING TICKETS

JUL		AUG		SEP		OCT		NOV		DEC	
BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN
42	62	26	25	33	47	27	43	25	42	25	44

TOTAL

BOYSEL	LUFFMAN
178	263

AVG TOTAL WARNING
TICKETS

BOYSEL	LUFFMAN
30	44

COUNT OF CALLS FOR
SERVICE

JUL		AUG		SEP		OCT		NOV		DEC	
BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN
170	154	135	96	159	147	160	143	112	105	114	113

TOTAL

BOYSEL	LUFFMAN
850	758

AVG TOTAL CFS

BOYSEL	LUFFMAN
142	126

Homicides, rape, aggravated assaults use victim count and all others crimes and arrests count charges.