

**NOT APPROVED**



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

**May 26, 2020**

**AGENDA  
REGULAR MEETING OF THE  
VILLAGE OF CLEMMONS COUNCIL  
MAY 26, 2020 at 6:00 p.m.**

- I. Call to Order & Pledge of Allegiance – Mayor Wait
- II. Public Comments
- III. Minutes - Approval of Minutes May 11, 2020 Regular Meeting & May 18, 2020 Special Meeting (Budget Workshop)
- IV. Changes and/or Approval of the Agenda
- V. Announcements
- VI. **Business – Information/Review Items for Future Action**
  - A. Marketing & Communications Director's Report
  - B. Manager's Report
    - 1. Financial Summary Report for April 2020
    - 2. Sheriff's Office Report for April 2020
    - 3. Resolutions for Tax Collection by the Forsyth County Tax Collector
      - a. Resolution 2020-R-4 for Collection of 2020 Taxes
      - b. Resolution 2020-R-5 for Collection of 2019 & Prior Years' Taxes
  - C. Attorney's Report
  - D. Planner's Report
    - 1. May 19, 2020 Draft Planning Board Meeting Minutes

**Business – Action Items**

- E. Zoning Map Amendment for Carlos Pereira from RS-15 & LO-S to RM-12-S (Residential Building, Multifamily) located at 3462 Clemmons Road - PIN number 5893-30-8703 and 5893-30-9990 – Zoning Docket C-234
- F. Call for Public Hearings
  - 1. Zoning Map Amendment of Kazakos Brothers Clemmons LLC from LO-S to GB-S (General Business – Special) located at 2225 Lewisville Clemmons Road – Zoning Docket C-230
  - 2. Zoning Map Amendment of real properties under multiple owners from RS-15 and RS-9 to RM5-S and RS-9 described in the Forsyth County Tax Offices as PIN number 5892-58-2261, 5892-57-8680 and 5892-57-0376 - Zoning Docket C-235
- G. Fiscal Year 2020-2021 Budget
  - 1. Presentation of the Budget
  - 2. Call for a Public Hearing on June 8, 2020 at 6 p.m. to adopt the Budget Ordinance and to set the Stormwater Utility Fee Rate
- H. FCSO Agreement Renewal
- I. State of Emergency Declaration Ordinance 2020-01 (Ordinance 2003-07 Amendment)

J. Council Comments

VII. Adjournment



DRAFT

## **REGULAR MEETING OF THE VILLAGE OF CLEMMONS COUNCIL May 11, 2020**

The Village of Clemmons Council met electronically on Monday, May 11, 2020, at 6 p.m. The meeting was held via Zoom Meeting due to the ongoing COVID-19 pandemic and guidelines and recommendations provided by the Centers for Disease Control and Prevention (CDC), as well as the State and Forsyth County. The following Board members were present: Mayor Wait, Council Members Barson, Binkley, Cameron, Rogers and Wrights. The following Staff members were present: Manager Buffkin, Attorney Fus, Clerk Shortt, Public Works Director Gunnell, Marketing and Communications Director Ford, Director of Operations Gearren and Planner Rahimzadeh.

### **Call to Order & Pledge of Allegiance**

Mayor Wait called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

### **Public Comments**

There were no citizens in attendance. There were no individual comments submitted to be read into the record.

### **Approval of the Minutes**

Council Member Cameron moved to approve the minutes of the April 27, 2020 regular meeting as presented. The motion was seconded by Council Member Barson and unanimously approved.

### **Approval of the Agenda**

Council Member Cameron requested the addition of Item 4. “Library Update” and Item 5. “Novant Hospital Update” under Manager’s Report.

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

### **Announcements**

Mayor Wait made the following announcements:

- The Village of Clemmons offices will be closed on Monday, May 25, 2020 for the Memorial Day holiday.
- The next Village of Clemmons Council meeting will be held at 6:00 p.m. Tuesday, May 26, 2020.
- Trash pickup will be delayed one day the week of Memorial Day (pickups will be Tuesday - Saturday).
- Public Works recycling and trash compactors are open. Please be sure to break down any cardboard and keep the area clean.

**Business – Information/Review Items for Future Action**

- A Marketing and Communications Director's Report – Marketing and Communications Director Ford provided an update on the following items and events:
- The farmer's market had a great opening day on May 9, 2020. There were 10 vendors and 270 customers. She gave a special "thank you" to the FCSO and YMCA for their assistance and partnership with the Village.
- B. Manager's Report.
1. Finance Report for March 2020 – report was presented. Manager Buffkin advised that the revenue impacts will likely be seen next month and into July from the pandemic.
  2. Budget Workshop Dates/Times – A brief discussion was held and the Budget Workshop will take place on Monday, May 18, 2020. A special meeting notice will be drafted, posted and distributed accordingly.
  3. FCSO Agreement Renewal – Manager Buffkin presented the FCSO Agreement Renewal amendments (two options) along with Attorney Fus' edits for Council's consideration. Staff's recommendation was Option 1 as this limits the liability to the Village to \$50,000/claim. A brief discussion was held.

Council consensus was to direct Staff to provide Option 1 of the FCSO Agreement Renewal with amendments (attached hereto as Exhibit A and incorporated as part of the minutes) to Forsyth County for their consideration.

4. Library Update - Council Member Cameron advised Council of an email received from Assistant County Manager, Damon Sanders-Pratt. The project is progressing and trusses are being placed next week. The project's scheduled completion is currently January 2021.
  5. Novant Hospital Update - Council Member Cameron advised of a Foundation Board meeting in which Dr. Mann discussed the screening and cleaning procedures taking place at the facility. His advice is to not delay going to the hospital with a medical problem. It is a safe environment where you will be treated well.
- C Attorney's Report.
- New Rules for Meetings of Public Bodies and Remote Zoning Hearings During Declared Emergencies - Attorney Fus advised Council of the new rules for meetings of public bodies and remote zoning hearings during declared emergencies (attached hereto as Exhibit B and incorporated as part of the minutes). He highlighted specific aspects of the new legislation which includes: the allowance of remote closed sessions, quasi-judicial proceedings can occur if necessary, and if a public hearing is via remote means, you must allow for written comments for 24 hours after the public hearing is closed.

D Planner's Report - Nothing to report.

**Business – Action Items**

E Public Hearing - Zoning Map Amendment for Carlos Pereira from RS-15 & LO-S to RM-12-S (Residential Building, Multifamily) located at 3462 Clemmons Road - PIN number 5893-30-8703 and 5893-30-9990 – approx. +/- 8 acres - Zoning Docket C-234.

Planner Rahimzadeh provided an overview of the zoning request and site plan. He advised that the area is approximately 6.86 acres and would consist of three multi-family structures which would be 2-3 stories dependent upon topography. The building square footage is 41,835 with 78 total units. The height will not exceed 45 feet and there will be connectivity to Kinnamon Village Drive with 60' of road frontage. Sidewalks will be internal to the site. He stated during Planning Board's hearing, there was an amendment for the developer extending fencing in the rear of the property to the Lee property. Trip generation is relatively low. The current Clemmons Compass Future Land Use Plan does not promote this density but LEGACY does in this area. He advised Council that Staff and Planning Board are recommending approval and this would amend the land-use plan. Mayor Wait clarified that due to this public hearing being conducted remotely, any Council deliberation and vote will take place at the next regular Council meeting on Tuesday, May 26, 2020 as this will provide the 24 hours for written comments to be submitted and considered once the public hearing is closed. Planner Rahimzadeh advised he would compile all comments received into PDF format for Council's review including those submitted within 24 hours following the closure of the public hearing (attached hereto as Exhibit C and incorporated as part of the minutes).

Mayor Wait opened the public hearing and called for a 5-minute recess to allow everyone to get connected remotely.

There were two Proponents to speak:

- Ron Davis, Petitioner, advised Council that he provided each of them with the following documents: community meetings report, Planning Board letter and information on Landmark Developers, summary and items addressed as a result of the Planning Board meeting. He gave an overview of the surrounding area. He stated the project is approximately \$11.5 million. They are looking to revitalize that area and have support from the shopping center owner. He stated these residents will work and shop in Clemmons. He advised that this project meets or exceeds the requirements of the UDO and Community Compass. They requested a special meeting be called for action prior to May 15, 2020 as they have deadlines to meet.

-John Stiltner, Director of Development and Construction Services for Landmark Development (Property Management), provided an overview of their company. He discussed the onsite activities that would be offered to residents as there will be recreational areas indoors and outdoors. He requested Council's support of the project.

Council Member Cameron inquired about the trees. The Petitioner clarified there will be a large tree-save area and all requirements will be met regarding preservation.

There were two Opponents to speak:

-Nancy Lang, Stadium Ridge HOA President, stated that their property consists of 18 townhomes and is adjacent to the proposed project. She discussed her concerns of the location and size of the apartment complex. She stated most residents of Clemmons don't actually work in Clemmons but travel outside to Winston-Salem, Advance, etc. She stated traffic was a large concern as the residents of her neighborhood can hardly maneuver out onto Stadium Drive during school hours and the increased traffic this will generate. Their street is private. She expressed concerns over the placement of the trash dumpster. She advised they had received signatures in opposition of this project and of all those in and around the neighborhood, they did not have one person in favor.

-Adam Kearns, 6057 Stadium Drive, Clemmons, NC – He expressed his concerns regarding the project and stated that his family loves living in Clemmons and never expected having to deal with this situation. He advised he went through the signatures the Petitioner had presented at the Planning Board meeting and did not see a single name or address from anyone directly affected by this project in favor (addresses were Burlington, Winston-Salem).

Proponent Rebuttals:

Mr. Stiltner addressed the dual use of the dumpster stating it would be for trash and recycling – fully enclosed with gates and 8' tall brick fence and only available for residents. Maintenance will be on staff and the first duty of the day will be to handle the dumpster area. Mr. Davis advised that the Stadium Ridge HOA questions were answered (documentation provided). They addressed the security concern and they are extending the privacy fence. They also will be integrating security cameras for the rear of the buildings and inside the site (minimum of 12 cameras with 360 view). Mr. Davis touched on the sidewalk connectivity and the safety issues with the parents allowing their children to walk to the elementary school to address foot traffic concerns. He mentioned the redevelopment talks/plans that have been discussed in that area.

Opponent Rebuttals:

Ms. Lang stated she had not had a chance to read the answers to the HOA questions due to just having received it. She mentioned the overcrowding of the elementary school and sidewalk situation. She said they did not find one person that was in favor of this project.

Mr. Kearns thanked Council for hearing his concerns. He stated the developer placing 12 cameras on the property is not something that he would want and a 45' structure in his backyard is not something he wants to look at as a 6' fence will not cover it.

Mayor Wait closed the public hearing at 8:09 p.m. The 24-hour written comment period will begin from this point.

- F State of Emergency Declaration Ordinance 2003-07 Amendment Discussion - Manager Buffkin presented two options as amendments to the Village of Clemmons' State of Emergency Declaration Ordinance 2003-07 (which will be Ordinance 2020-01) for Council's consideration. Attorney Fus advised Council of the difference between the two versions. Both update the language to match the state statute. The main difference is who and when a SOE can be declared and the reference of time urgent situations. He also provided a summary of other municipalities' feedback on usage of time urgency language being included in their declarations. A discussion was held. Council Member Rogers suggested adding the following language: "Upon the Mayor's declaration of a State of Emergency, an emergency meeting of the Council shall automatically be called and proper notice given.". This will allow Council to review the State of Emergency and validate what the Mayor has declared or change direction. This would avoid any confusion. Council Member Cameron advised that the declaration should include language that the governing body endorses it.

Council consensus was to direct Staff to go with Option 1 adding the language suggested by Council Member Rogers at the beginning under 33.502 and add for consideration at the next Council meeting. They would like to see two versions (one with the language added and one without).

- G Council Comments – there were none.

**Adjournment**

Council Member Rogers moved to adjourn the meeting at 8:33 p.m. The motion was seconded by Council Member Barson and unanimously approved.

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John Wait  
Mayor

ATTEST:

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Lisa Shortt, NCCMC  
Village Clerk



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## **SPECIAL MEETING OF THE VILLAGE OF CLEMMONS COUNCIL May 18, 2020**

The Village of Clemmons Council met electronically on Monday, May 18, 2020, at 1:30 p.m. The meeting was held at Village Hall, Clemmons, NC. Due to the ongoing COVID-19 pandemic and guidelines and recommendations provided by the Centers for Disease Control and Prevention (CDC), as well as the State and Forsyth County, social distancing measures were adhered to. The following Board members were present: Mayor Wait, Council Members Barson, Binkley, Cameron, Rogers and Wrights. The following Staff members were present: Manager Buffkin, Finance Director Stroud, Clerk Shortt and Director of Operations Gearren. Public Works Director Gunnell, Planner Rahimzadeh and Stormwater Engineer Kimbrell were available for any questions.

Mayor Wait called the meeting to order at 1:50 p.m. on Monday, May 18, 2020.

Manager Buffkin and Finance Officer Stroud provided Council a brief overview of the draft budget for fiscal year 2020-2021 (attached hereto as Exhibit A and incorporated as part of the minutes). Manager Buffkin stated that during this time, Staff is being as fiscally prudent as possible. Manager Buffkin advised that with the uncertainty caused by the pandemic, the proposed draft budget consists of very little capital outlay and projects a 10% decrease in sales tax collections and a ½% decrease in the property tax collection rate (sales tax collection and property tax collection rate decrease would result in at least \$200-250k decrease in revenues). He stated that the two main considerations from Staff are: 1) whether to proceed with the two major capital projects (Highway 158 sidewalk/Greenway project and Market Center Drive) and 2) proposed changes for the stormwater fee/structure.

Council consensus was to direct Staff to make the following changes to the draft budget or provide additional information prior to the budget presentation and public hearing:

### **General Fund Appropriations**

#### *Governing Board*

- Remove Non-capital Equipment (\$4,000)
- Leave in Board appreciation

#### *Administration*

- Budget for Building & Landscaping Maintenance (Village Hall) but wait until later in the year to possibly proceed (\$45,000)
- Replace humidifier with current year's budgeted funds prior to the end of this fiscal year
- All travel, training and education is currently on-hold but virtual trainings could have

registration fees so will remain budgeted in the event things resume

#### Public Safety

- Provide information on position that Village is now solely responsible for cost per agreement

#### Public Works

- Budget substantially cut on capital outlay (a couple of projects have been removed prior to workshop – brine building and paving around compactor area)
- Provide additional information on what recycled items collected are cost effective (currently a 7-year contract with Waste Management – possibly renegotiate)
- Currently one vacant position which will not be filled

#### Streets

Council Member Rogers inquired as to why we are not using Unassigned General Fund to do roads and Powell Bill money for street repaving. Manager Buffkin advised this could impact the Market Center Drive project. Finance Officer Stroud stated Market Center Drive could possibly be done out of General Fund and the project affected would be Idols & Harper sidewalk projects. Discussion was held regarding Market Center Drive (Phases 1-3 and the critical piece that Phase 3 provides along with the current economic situation and timing to proceed).

- Market Center Drive will not be included in the budget at this time but months from now with a clearer picture from NCDOT it can be added
- Re-appropriate Powell Bill funds from sidewalk projects to street paving
- Communicate with NCDOT on requesting formal extensions for projects as they are strongly encouraging not awarding contracts at this time (Highway 158 and Market Center Drive are the only projects not on hold)

#### Planning & Zoning

Finance Officer Stroud Buffkin advised that the Transportation Study (Kinnamon Road Bridge Feasibility Study) which was previously budgeted for \$100,000 in 2019-2020 is budgeted for \$200,000 and this is an 80/20 match (offset by grant funds which would be \$160,000 and the Village match would be \$40,000). This has not been formally approved by the MPO and would have to go through the process again. It was determined that the initial estimate of \$100,000 would not be sufficient to complete the study. If the grant funds were not available from NCDOT, Staff would not recommend moving forward with the study.

#### Events & Marketing

Manager Buffkin stated due to the current situation, the Village is not looking for a lot of sponsorship money in the upcoming budget year. He advised that we are looking to do as many of our events as we possibly can.

#### Parks and Recreation

Council Member Cameron requested promoting Greendale Park as not many residents know it is available to them.

Stormwater Utility Fund

- Budget for a tiered fee structure and keep rate the same (Staff and SWAB's recommendation is both the tiered structure change and rate increase from \$5 to \$6 – this would affect both residential and non-residential). This will be further discussed at the budget hearing.
- There are four CIP projects for next year. There are also four that SWAB will be presenting to Council once all cost estimates are received.
- Remove the (Currently unfilled) Stormwater Technician I position from the budget

**Adjournment**

Council Member Rogers moved to adjourn the meeting at 4:19 p.m. The motion was seconded by Council Member Binkley and unanimously approved.

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John Wait  
Mayor

ATTEST:

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Lisa Shortt, NCCMC  
Village Clerk

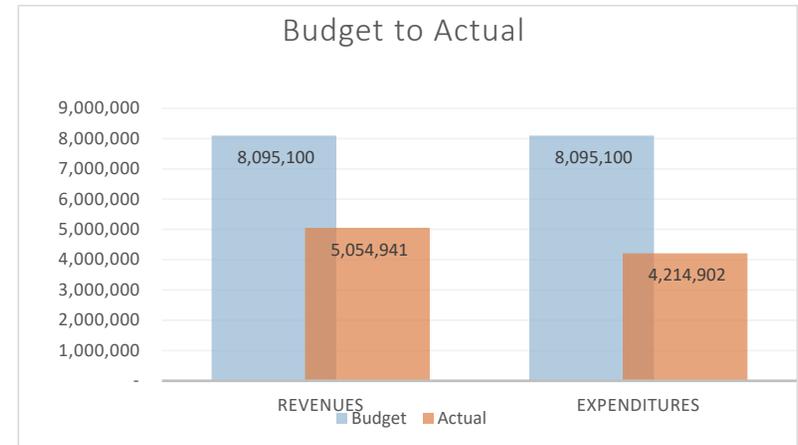


VILLAGE OF CLEMMONS  
FINANCIAL SUMMARY  
FOR APRIL 30, 2020

GENERAL FUND						
	Original Budget 6/30/2020	Revised Budget 6/30/2020	Actual as of 4/30/2020	%	Prior Year Actual 4/30/2019	
<b>REVENUES</b>						
Ad Valorem Taxes	2,642,700	2,642,700	2,582,518	98%	2,524,663	
Other taxes and licenses	3,000	3,000	2,147	72%	2,027	
Unrestricted intergovernmental	2,360,200	2,370,200	1,337,199	56%	1,289,793	
Restricted intergovernmental	833,315	953,315	807,722	85%	606,413	
Permits and fees	17,675	17,675	33,415	189%	26,405	
Investment earnings	155,000	155,000	120,237	78%	151,502	
Sponsorships & donations	8,000	8,000	5,100	64%	9,000	
Other revenues	-	-	166,603	0%	100	
<b>Subtotal</b>	<b>6,019,890</b>	<b>6,149,890</b>	<b>5,054,941</b>	<b>82%</b>	<b>4,609,903</b>	
Developer Contribution	147,480	147,480	-	-	-	
Service-Other Governments	11,240	11,240	-	-	2,641	
Sale of capital asset	26,000	26,000	-	-	50,000	
Undesignated Fund Balance Appr	309,250	378,850	-	-	-	
Restricted fund balance appr.	1,381,640	1,381,640	-	-	-	
<b>Total general fund revenues</b>	<b>7,895,500</b>	<b>8,095,100</b>	<b>5,054,941</b>	<b>62%</b>	<b>4,662,544</b>	
<b>EXPENDITURES</b>						
				<b>Encumbrances</b>		
Governing Body	75,650	79,250	60,229	2,717	79.4%	56,553
Administration	773,100	773,100	570,755	10,033	75.1%	474,663
Public Safety	1,445,315	1,470,315	1,072,859	352,266	96.9%	1,021,793
Public Works	2,336,275	2,336,275	1,706,075	305,770	86.1%	1,607,785
Powell Bill-Streets	1,203,005	1,203,005	48,169	746,053	66.0%	73,738
Planning & Zoning	278,745	428,745	133,983	25,449	37.2%	133,836
Clemmons Events & Marketing	125,860	125,860	75,796	3,074	62.7%	79,020
Park & Recreation	9,500	9,500	4,045	410	46.9%	3,794
Major repairs & renovations	-	-	-	-	0.0%	-
Capital Outlay	412,350	433,350	316,646	1,500	73.4%	906,848
Transfer to Capital Projects	1,235,700	1,235,700	226,345	-	18.3%	23,247
	<b>7,895,500</b>	<b>8,095,100</b>	<b>4,214,902</b>	<b>1,447,272</b>	<b>69.9%</b>	<b>4,381,277</b>
<b>Revenue Over (Under) Expenditures</b>			<b>840,039</b>			<b>281,267</b>

Encumbrances are contracts or purchases approved, but not paid.

STORMWATER FUND					
	Budget 6/30/2019	Actual As of 4/30/2020	%	Prior Year Actual 4/30/2019	
<b>REVENUES</b>					
Storm Water Fee	785,125	782,392	100%	772,742	
Storm Water Permits	6,000	4,588	76%	5,157	
Interest	45,500	21,800	48%	33,733	
Sponsorships	1,000	1,300	130%	1,125	
Other revenue	-	-	0%	500	
<b>Subtotal</b>	<b>837,625</b>	<b>810,080</b>	<b>97%</b>	<b>813,257</b>	
<b>Sale of Capital Assets</b>	<b>25,000</b>	<b>-</b>	<b>0%</b>	<b>50,000</b>	
<b>Services Other Governments</b>	<b>3,900</b>	<b>-</b>	<b>0%</b>	<b>-</b>	
Appropriated fund balance	1,456,180	-	0%	-	
<b>Total</b>	<b>2,322,705</b>	<b>810,080</b>	<b>35%</b>	<b>863,257</b>	
<b>EXPENSES</b>					
					<b>Enc.</b>
Stormwater Operating Expense	736,305	478,187	47,139	71%	376,703
Capital Improvement & Capital	1,586,400	233,384	523,333	48%	327,782
Transfers to Capital Project	-	-	-	0%	-
	<b>2,322,705</b>	<b>711,571</b>	<b>570,472</b>	<b>31%</b>	<b>704,485</b>
<b>Revenue Over(Under)Expenditures</b>		<b>98,509</b>			<b>158,772</b>



FUND BALANCE	
Fund Balance as of June 30, 2019	9,516,476
Revenue over(under)expenditures	840,039
Fund Balance as of April 30, 2020	10,356,515



VILLAGE OF CLEMMONS  
 FINANCIAL SUMMARY  
 FOR APRIL 30, 2020

BUDGET INFORMATION	
Beginning Budget	7,895,500
Amendments:	
20-G-1 for Transportation Study	100,000
20-G-2 Bike & Pedestrian Plan	50,000
20-G-4 James Street Ext	21,000
20-G-5 Board Appreciation	3,600
20-G-6 Public Safety Auto Claim	25,000
Revised Budget	<u>8,095,100</u>

CASH BALANCES AS OF APRIL 30, 2020	
General Fund	10,314,172
Hwy 158 Sidewalk	4,965
Stormwater Fund	2,232,418
Market Center Dr	168,106
	<u>12,719,661</u>

Market Center Drive	Budget	Project to Date	
Grant NC Dept. of Commerce	194,340	269,340	
Developer Payment	-	9,200	
Sewer Reserve	25,000	-	
Sales Tax Refund		531	
Transfers from General Fund	\$ 824,740	\$ 354,167	43%
Transfers from Stormwater	\$ 109,200	\$ 104,916	96%
<b>Total Revenue</b>	<b>\$ 1,153,280</b>	<b>\$ 738,154</b>	<b>64%</b>
<b>Phase I</b>			
Design	\$ 48,300	\$ 48,300	\$ - 100%
Stormdrainage	\$ 15,000	\$ 14,664	\$ - 98%
Road & Sidewalk Construction	\$ 389,300	\$ 300,772	\$ 27,109 84%
Stamped Crosswalks	\$ 8,000	\$ -	\$ 8,000 100%
Backflow Preventor Upfit	\$ 48,000	\$ 47,850	\$ - 100%
Enhancements	\$ 89,500	\$ 39,581	\$ - 44%
<b>Phase II</b>			
Design	\$ 59,300	\$ 76,998	\$ - 130%
Storm drainage	\$ 94,200	\$ -	\$ - 0%
Sidewalk Phase II	\$ 400,000	\$ 13,867	\$ - 3%
Road Construction	\$ 274,780	\$ 3,280	\$ 3,350 2%
Stamped Crosswalks	\$ 37,400	\$ -	\$ - 0%
Enhancements	\$ 89,500	\$ 24,206	\$ - 27%
<b>Total Expenditures</b>	<b>\$ 1,553,280</b>	<b>\$ 569,518</b>	<b>\$ 38,459 39%</b>

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	59,131	4%
Total	<b>3,679,500</b>	<b>231,989</b>	<b>6%</b>
<b>Expenditures</b>			
Construction and Engineering	<b>3,679,500</b>	<b>227,025</b>	<b>- 6%</b>

Village of Clemmons  
PAID CHECKS REPORT  
4/1/2020 to 4/30/2020

Check#	Paid To	Description	Check Date	Amount
21140	CINTAS	Mats	4/16/2020	\$18.38
21141	CITY OF WINSTON SALEM	Irrigation Service	4/16/2020	\$18.74
21142	DUKE ENERGY	Utilities Village Hall	4/16/2020	\$8,947.41
21143	Forsyth County	Law Enforcement 3rd QTR FY 20	4/16/2020	\$349,130.00
21144	GRADEWORKS LLC	Drainage Repairs Doublegate	4/16/2020	\$10,000.00
21145	JAN-PRO CLEANING SYSTEMS	April Janitorial Svs Public Works	4/16/2020	\$200.00
21146	Piedmont Triad Computer Consulting, Inc.	Upgrade server and add remote access	4/16/2020	\$469.71
21147	Staples Credit Plan	Office Supplies	4/16/2020	\$49.08
21148	Time Warner Cable	Telephone and Internet April Charges	4/16/2020	\$994.00
21149	Triad Cleaning Crew	March Janitorial Servies	4/16/2020	\$480.00
21150	Verizon	April Charges Cell Phones	4/16/2020	\$583.37
21151	WM Corporate Services Inc.	Compators, Dumpsters & Reycling Bin	4/16/2020	\$5,122.90
21152	WM Corporate Services, Inc	Residential Solid Waste & Recycling	4/16/2020	\$81,910.42
21153	CAROLINA TRACTOR AND EQUIPMENT CO	Back Protector	4/23/2020	\$195.72
21154	Clemmons Concrete LLC	Lakefield CIP Project	4/23/2020	\$3,150.00
21155	JAN-PRO CLEANING SYSTEMS	April Janitorial Service	4/23/2020	\$200.00
21156	MLA Design Group, Inc.	Survey Breckingridge	4/23/2020	\$975.00
21157	Municipal Insurance Trust	Dental Vision STD Life	4/23/2020	\$2,568.28
21158	Talk of the Town Coupons	Movie Night and Other Event	4/23/2020	\$562.50
21159	The Clemmons Courier	Planning Board Public Hearing	4/23/2020	\$124.99
21160	UHS Premium Billing	April Healthcare Premiums	4/23/2020	\$26,518.56
21161	W.K. Dickson & Co., Inc.	Springside Drive Dam Evaluation	4/23/2020	\$4,185.00
21162	WEX Bank	March Fuel Purchases	4/23/2020	\$2,732.44
21165	AT&T	Phone Service	4/24/2020	\$430.02
21166	Blanco Tackabery & Matamoros, PA	Professional Services March 2020	4/24/2020	\$1,777.50
21167	CINTAS	Mats	4/24/2020	\$18.38
21168	JAMES RIVER EQUIPMENT	Wear Plates	4/24/2020	\$226.49
21169	Morris Business Solutions	Metered Copies	4/24/2020	\$185.60
21170	The Kercher Group	Asset Management Consulting	4/24/2020	\$1,297.50
21171	WM Corporate Services Inc.	Bulk Item Pick-up	4/24/2020	\$15,703.63

Village of Clemmons  
 PAID CHECKS REPORT  
 4/1/2020 to 4/30/2020

Check#	Paid To	Description	Check Date	Amount
21172	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Supplemental Insurance	4/30/2020	\$304.07
21173	Blanco Tackabery & Matamoros, PA	March Legal Svs	4/30/2020	\$5,595.41
21174	CINTAS	Mats	4/30/2020	\$18.38
21175	CITY OF WINSTON-SALEM	Zoning Svs Jan-Mar 2020	4/30/2020	\$2,995.76
21176	DUKE ENERGY	Utilities Neudorf	4/30/2020	\$972.08
21177	Mark Mize	43 Loads Grass	4/30/2020	\$1,935.00
21178	Piedmont Natural Gas	Natural Gas	4/30/2020	\$494.72
21179	Robert J Young Company	Copier Chgs April	4/30/2020	\$35.47
21180	Triad Cleaning Crew	April Janitorial Service	4/30/2020	\$480.00
		Total Checks:		\$531,606.51
		Total For GENERAL FUND		\$505,651.87
		Total For SIDEWALKS & TANGLEWOOD GREENWAY		\$1,202.50
		Total For STORM WATER UTILITY		\$24,752.14
		GRAND TOTAL		\$531,606.51

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

04/01/2020 - 04/30/2020

**CLEMMONS**

Total of Priority 2: 6

Total of Priority 5: 3

**TOTAL 000 EVENT COUNT: 9**

# FORSYTH COUNTY SHERIFF'S OFFICE

## ACTIVITY REPORT

5/1/2019 - 4/30/2020

### CLEMMONS

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	
<b>CRIMES AGAINST PERSONS</b>	24	10	19	8	18	7	15	5	15	9	19	3	16	2	23	6	16	11	21	2	15	2	12	3	<b>281</b>
<b>CRIMES AGAINST PROPERTY</b>	20	9	11	7	38	8	24	9	29	15	34	5	44	2	29	11	25	6	28	5	34	3	47	12	<b>455</b>
<b>CRIMES AGAINST SOCIETY</b>	5	10	5	14	15	13	8	16	9	11	4	7	8	3	10	5	1	7	8	8	7	11	11	6	<b>202</b>
<b>GROUP B</b>	61	33	66	43	66	32	49	32	103	29	111	14	84	28	80	25	100	31	96	16	115	12	79	23	<b>1,328</b>
<b>Total</b>	110	62	101	72	137	60	96	62	156	64	168	29	152	35	142	47	142	55	153	31	171	28	149	44	<b>2,266</b>

	CPC	OTHER	Total
<b>Total</b>	1,677	589	2,266

	CPC	OTHER	Total
<b>Total</b>	74.01	25.99	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**

5/1/2019 - 4/30/2020

**CLEMMONS**

**COUNT OF CHARGES**

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		GRAND TOTAL
	CPC UNITS	OTHER UNITS																							
<b>FELONY</b>	2	11	2	8	5	13	10	2	4	10	2	4	6	1	0	3	6	3	2	16	9	2	33	2	156
<b>MISDEMEANOR</b>	107	51	123	34	195	87	106	79	163	106	145	72	184	79	164	55	137	67	146	42	157	55	149	58	2,561
<b>INFRACTION</b>	117	11	151	2	124	18	88	12	103	20	106	15	66	11	103	12	65	12	109	20	129	23	143	11	1,471
<b>Total</b>	226	73	276	44	324	118	204	93	270	136	253	91	256	91	267	70	208	82	257	78	295	80	325	71	<b>4,188</b>

	CPC UNITS	OTHER UNITS	Total
<b>Total</b>	3,161	1,027	4,188

	CPC UNITS	OTHER UNITS	Total
<b>Total</b>	75.48%	24.52%	100.00%

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

**5/1/2019 - 4/30/2020**

CID ASSIGNED CASES	MAY		JUN		JUL		AUG		SEP		OC	NO	DEC		JAN		FEB		MA	APR		Total
	CPC	OTHER	OTHER	OTHER	CPC	OTHER	CPC	OTHER	CPC	OTHER	OTHER	CPC	OTHER									
	0	0	2	0	5	0	0	0	0	0	5	0	1	0	0	0	0	0	2	0	0	15
<b>CBA</b>	0	0	1	0	0	0	1	0	1	1	1	0	0	0	2	1	0	1	0	0	1	10
<b>CLOSED/ NON-REPORTABLE</b>	0	1	0	0	0	0	1	1	1	0	1	1	0	4	1	1	0	1	0	1	0	14
<b>EXCEPT. CLEAR</b>	1	1	1	0	1	0	0	0	0	1	1	1	2	0	0	1	0	0	1	0	0	11
<b>INACTIVE</b>	0	2	1	2	1	1	0	0	1	1	1	4	0	0	2	1	0	1	0	0	1	19
<b>OPEN</b>	1	0	0	0	0	1	0	0	0	0	0	0	0	0	2	3	1	3	0	0	0	11
<b>UNFOUNDED</b>	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>Total</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>7</b>	<b>1</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>81</b>

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

**5/1/2019 - 4/30/2020**

CPC	OTHER	Total
8	7	15
5	5	10
4	10	14
5	6	11
5	14	19
4	7	11
0	1	1
31	50	81

CPC	OTHER
53%	47%
50%	50%
29%	71%
45%	55%
26%	74%
36%	64%
0%	100%
<b>38%</b>	<b>62%</b>

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

**5/1/2019 - 4/30/2020**

**CALLS FOR SERVICE**

MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		JAN		FEB		MAR		APR	
CPC	OTHER																						
1,125	624	1,152	461	1,121	453	1,115	449	1,034	434	1,132	324	1,246	341	1,153	396	1,187	432	1,141	420	1,376	535	1,104	526

CPC	OTHER
13,886	5,395

CPC	OTHER
72 %	28 %

# FORSYTH COUNTY SHERIFF'S OFFICE

## CALLS FOR SERVICE

04/01/2020 - 04/30/2020

### CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
1050 PROPERTY DAMAGE	4		4	100 %	
1050 WITH INJURIES	3		3	100 %	
50B PROCESS SERVICE		10	10		100 %
50B WEAPON SEIZURE		1	1		100 %
911 HANG UP	14	3	17	82 %	18 %
ALARM BUSINESS	35	15	50	70 %	30 %
ALARM BUSINESS HOLD UP		1	1		100 %
ALARM PANIC	2	1	3	67 %	33 %
ALARM RESIDENCE	10	2	12	83 %	17 %
ASSAULT ALREADY OCCURED	2	3	5	40 %	60 %
ASSIST AGENCY	28	12	40	70 %	30 %
ASSIST MOTORIST	4	1	5	80 %	20 %
AUTO BREAKING ALREADY OCCURED	3		3	100 %	
BLOCKED ROADWAY	6	3	9	67 %	33 %
BURGLARY IN PROGRESS		1	1		100 %
CARELESS AND RECKLESS DRIVING		1	1		100 %
CODE WHITE	3	1	4	75 %	25 %
COMMITMENT PROCESS	1	3	4	25 %	75 %
COMMUNICATING THREATS	4	1	5	80 %	20 %
COUNTERFEITING	1		1	100 %	
DISCHARGING FIREARMS	2	1	3	67 %	33 %
DISTURBANCE	2	4	6	33 %	67 %
DOMESTIC DISTURBANCE	4	9	13	31 %	69 %
DOMESTIC STANDBY		1	1		100 %
DOMESTIC WITH WEAPONS	1	1	2	50 %	50 %
DRIVING WHILE IMPAIRED	3		3	100 %	
EXTORTION		1	1		100 %
FIGHT IN PROGRESS	3		3	100 %	

# FORSYTH COUNTY SHERIFF'S OFFICE

## CALLS FOR SERVICE

04/01/2020 - 04/30/2020

### CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
FOOT PATROL	20	3	23	87 %	13 %
FOUND PROPERTY	2		2	100 %	
FRAUD	4	4	8	50 %	50 %
HBL ALREADY OCCURED	1	3	4	25 %	75 %
HOUSE BREAKING IN PROGRESS	1		1	100 %	
ILLEGAL PARKING	3		3	100 %	
INVESTIGATIVE FOLLOWUP	23	8	31	74 %	26 %
INVOLUNTARY COMMITMENT	1	1	2	50 %	50 %
K9 ACTIVITY		14	14		100 %
LARCENY	13		13	100 %	
LARCENY OF VEHICLE	1	1	2	50 %	50 %
LITTERING	1		1	100 %	
LOCATE WANTED PERSON	1		1	100 %	
LOST OR STOLEN PROPERTY	1		1	100 %	
MENTAL PATIENT NON VIOLENT	1		1	100 %	
MENTAL PATIENT PRIVATE FAC		1	1		100 %
MENTAL PATIENT VIOLENT		2	2		100 %
MISSING PERSON	3		3	100 %	
NOISE DISTURBANCE	11	3	14	79 %	21 %
POLICE SERVICE	25	7	32	78 %	22 %
PROCESS SERVICE	2	26	28	7 %	93 %
PUBLIC RELATIONS	4	2	6	67 %	33 %
RECOVER STOLEN VEHICLE		1	1		100 %
RECOVERY STOLEN PROPERTY	1		1	100 %	
SECURITY CHECK	485	195	680	71 %	29 %
SEXUAL ASSAULT ALREADY OCC	1		1	100 %	
SUICIDE ATTEMPT	1		1	100 %	
SUICIDE THREAT		1	1		100 %

# FORSYTH COUNTY SHERIFF'S OFFICE

## CALLS FOR SERVICE

04/01/2020 - 04/30/2020

### CLEMMONS

	CPC UNITS	OTHER	Total	CPC UNITS	OTHER
SUSPICIOUS PERSON OR PROWLER	10	9	19	53 %	47 %
SUSPICIOUS VEHICLE	14	10	24	58 %	42 %
TAMPERING WITH VEHICLE		1	1		100 %
TRESPASSING	4		4	100 %	
TROUBLE WITH JUVENILE	1		1	100 %	
TROUBLE WITH NEIGHBOR	6		6	100 %	
UNKNOWN TROUBLE	1	1	2	50 %	50 %
VANDALISM	3	1	4	75 %	25 %
VEHICLE CHASE		1	1		100 %
VIOLATION OF AUTO LAW	304	135	439	69 %	31 %
VIOLATION OF CONTROL SUBSTANCE	5	8	13	38 %	62 %
WARRANT FOR ARREST	3	1	4	75 %	25 %
WELFARE CHECK	12	11	23	52 %	48 %
<b>Total</b>	<b>1,104</b>	<b>526</b>	<b>1,630</b>	<b>68 %</b>	<b>32 %</b>

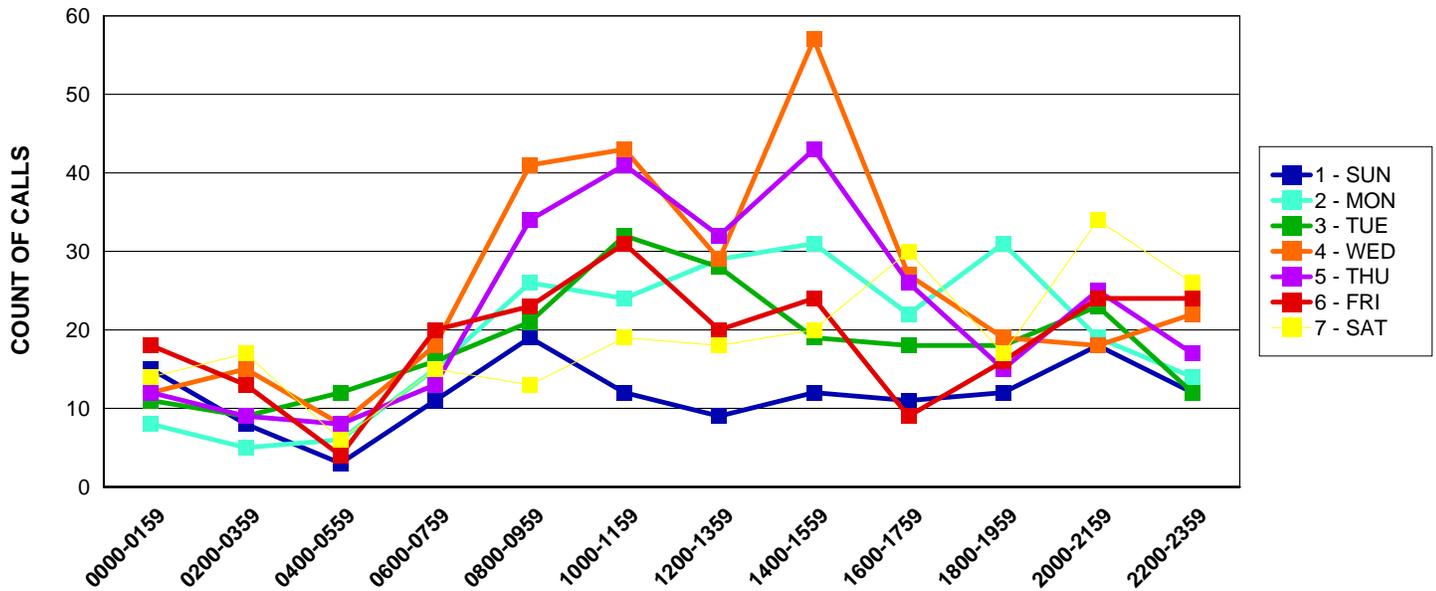
# FORSYTH COUNTY SHERIFF'S OFFICE

## CALLS FOR SERVICE

04/01/2020 - 04/30/2020

### CLEMMONS

### CALLS FOR SERVICE BY HOUR AND DOW



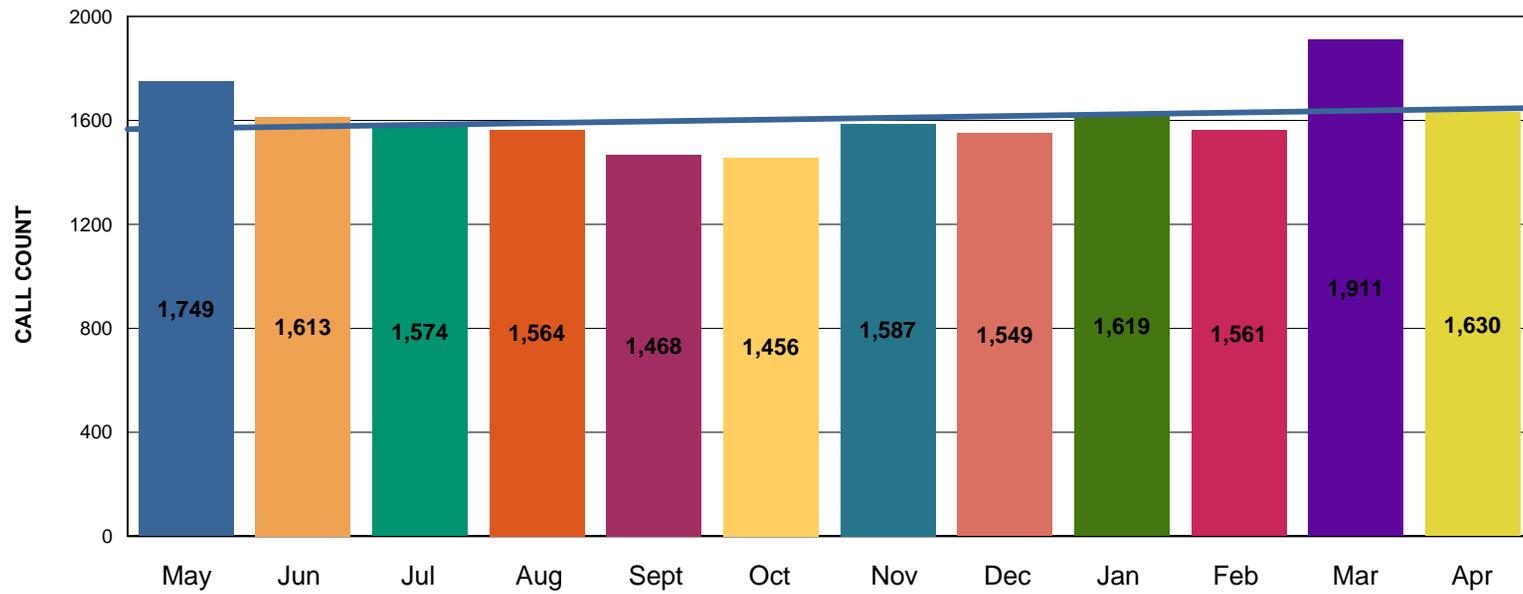
	1 - SUN	2 - MON	3 - TUE	4 - WED	5 - THU	6 - FRI	7 - SAT	Total
<b>0000-0159</b>	15	8	11	12	12	18	14	90
<b>0200-0359</b>	8	5	9	15	9	13	17	76
<b>0400-0559</b>	3	6	12	8	8	4	6	47
<b>0600-0759</b>	11	15	16	18	13	20	15	108
<b>0800-0959</b>	19	26	21	41	34	23	13	177
<b>1000-1159</b>	12	24	32	43	41	31	19	202
<b>1200-1359</b>	9	29	28	29	32	20	18	165
<b>1400-1559</b>	12	31	19	57	43	24	20	206
<b>1600-1759</b>	11	22	18	27	26	9	30	143
<b>1800-1959</b>	12	31	18	19	15	16	17	128
<b>2000-2159</b>	18	19	23	18	25	24	34	161
<b>2200-2359</b>	12	14	12	22	17	24	26	127
<b>Total</b>	142	230	219	309	275	226	229	1,630

# FORSYTH COUNTY SHERIFF'S OFFICE

## COUNT OF CALLS FOR SERVICE WITH TRENDLINE

05/01/2019 - 04/30/2020

**CLEMMONS**



**FORSYTH COUNTY SHERIFF'S OFFICE**

**COUNT OF CHARGES AND PERSONS ARRESTED/CITED**

4/1/2020 - 4/30/2020

**CLEMMONS**

**COUNT OF CHARGES**

		FELONY			MISDEMEANOR			INFRACTION			GRAND TOTAL
		CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	
<b>CRIMES AGAINST PERSONS</b>	AGG. ASSAULTS			0		1	1			0	1
	SIMPLE ASSAULT			0	2	2	4			0	4
	<b>Total</b>	0	0	0	2	3	5	0	0	0	5
<b>CRIMES AGAINST PROPERTY</b>	BURGLARY	1	1	2	1		1			0	3
	FRAUD	5		5		1	1			0	6
	LARCENY	1		1			0			0	1
	ROBBERY	1		1			0			0	1
	VANDALISM			0		1	1			0	1
	<b>Total</b>	8	1	9	1	2	3	0	0	0	12
<b>CRIMES AGAINST SOCIETY</b>	DRUG OFFENSES	2	1	3	3	15	18			0	21
	<b>Total</b>	2	1	3	3	15	18	0	0	0	21
<b>GROUP B</b>	ALL OTHER OFFENSES			0	2	3	5			0	5
	DWI			0	4	1	5			0	5
	TRAFFIC VIOLATIONS			0	94	55	149	88	12	100	249

**FORSYTH COUNTY SHERIFF'S OFFICE**

**COUNT OF CHARGES AND PERSONS ARRESTED/CITED**

4/1/2020 - 4/30/2020

**CLEMMONS**

		FELONY			MISDEMEANOR			INFRACTION			GRAND TOTAL
		CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	CPC UNITS	OTHER UNITS	Total	
<b>GROUP B</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>59</b>	<b>159</b>	<b>88</b>	<b>12</b>	<b>100</b>	<b>259</b>
Total		10	2	<b>12</b>	106	79	<b>185</b>	88	12	<b>100</b>	<b>297</b>

**FORSYTH COUNTY SHERIFF'S OFFICE**

**COUNT OF CHARGES AND PERSONS ARRESTED/CITED**

4/1/2020 - 4/30/2020

**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			0	2	3	5			0
CRIMES AGAINST PROPERTY	2	1	3	1	2	3			0
CRIMES AGAINST SOCIETY	1	1	2	2	11	13			0
GROUP B			0	86	45	131	87	12	99

**CLEMMONS**

**FORSYTH COUNTY SHERIFF'S OFFICE  
COUNTYWIDE OFFENSES  
4/1/2020 - 4/30/2020**

		<b>Total</b>
<b>CRIMES AGAINST PERSONS</b>	AGG. ASSAULT	4
	COMMUNICATING THREATS	3
	SIMPLE ASSAULT	13
	<b>Total</b>	<b>20</b>
<b>CRIMES AGAINST PROPERTY</b>	BURGLARY	7
	LARCENY	16
	MOTOR VEHICLE THEFT	2
	FORGERY	1
	FRAUD	3
	VANDALISM	4
	<b>Total</b>	<b>33</b>
<b>CRIMES AGAINST SOCIETY</b>	DRUG OFFENSES	24
	<b>Total</b>	<b>24</b>
<b>GROUP B</b>	ALL OTHER OFFENSES	76
	DWI	2
	FAMILY OFFENSES	1
	TRESPASSING	2
	<b>Total</b>	<b>81</b>

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  
4/1/2020 - 4/30/2020**

	<b>Total</b>
<b>Total</b>	<b>158</b>

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

4/1/2020 - 4/30/2020

<b>CLEMMONS</b>	<b>ASSIGNED UNITS AVG RESPONSE IN MINS</b>	<b>ASSIGNED UNITS CALL COUNT</b>
<b>PRIORITY 2</b>		
CLEMMONS ASSIGNED UNITS	8.1	163
OTHER UNITS	7.7	82
<b>PRIORITY 2 OVERALL AVG RESPONSE IN MINS</b>	7.9	
<b>PRIORITY 3</b>		
CLEMMONS ASSIGNED UNITS	9.3	46
OTHER UNITS	14.6	17
<b>PRIORITY 3 OVERALL AVG RESPONSE IN MINS</b>	10.8	
<b>PRIORITY 5</b>		
CLEMMONS ASSIGNED UNITS	7.9	23
OTHER UNITS	19.7	12
<b>PRIORITY 5 OVERALL AVG RESPONSE IN MINS</b>	11.9	
<b>PRIORITY P</b>		
CLEMMONS ASSIGNED UNITS	3.7	19
OTHER UNITS	4.3	9
<b>PRIORITY P OVERALL AVG RESPONSE IN MINS</b>	3.9	
<b>TOTAL COUNT OF CALLS</b>		<b>371</b>
<b>OVERALL AVG RESPONSE IN MINS</b>		<b>8.5</b>

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

# FORSYTH COUNTY SHERIFF'S OFFICE CLEMMONS DEPUTY WORKLOAD REPORT

11/1/2019 - 4/30/2020

COUNT OF CRIMES / OFFENSES	NOV		DEC		JAN		FEB		MAR		APR	
	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN	BOYSEL	LUFFMAN
CRIMES AGAINST PERSONS	0	0	0	0	0	0	0	0	1	0	0	0
CRIMES AGAINST PROPERTY	1	0	1	2	0	0	0	0	0	0	0	0
GROUP B	14	28	4	10	9	17	8	15	5	11	5	2
<b>Total</b>	<b>15</b>	<b>28</b>	<b>5</b>	<b>12</b>	<b>9</b>	<b>17</b>	<b>8</b>	<b>15</b>	<b>6</b>	<b>11</b>	<b>5</b>	<b>2</b>

TOTAL	
BOYSEL	LUFFMAN
1	0
2	2
45	83
48	85

**AVG TOTAL CRIMES / OFFENSES**

BOYSEL	LUFFMAN
8	14

COUNT OF ARREST CHARGES	NOV		DEC		JAN		FEB		MAR		APR	
	BOYSEL	LUFFMAN										
FELONY	0	1	0	0	0	0	0	0	0	0	0	0
MISDEMEANOR	30	32	21	18	31	18	32	30	39	56	21	9
INFRACTION	44	44	39	65	31	60	61	49	48	34	39	15
<b>Total</b>	<b>74</b>	<b>77</b>	<b>60</b>	<b>83</b>	<b>62</b>	<b>78</b>	<b>93</b>	<b>79</b>	<b>87</b>	<b>90</b>	<b>60</b>	<b>24</b>

TOTAL	
BOYSEL	LUFFMAN
0	1
174	163
262	267
436	431

**AVG TOTAL ARREST CHARGES**

BOYSEL	LUFFMAN
73	72

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

# FORSYTH COUNTY SHERIFF'S OFFICE CLEMMONS DEPUTY WORKLOAD REPORT

11/1/2019 - 4/30/2020

COUNT OF  
WARNING TICKETS

NOV		DEC		JAN		FEB		MAR		APR	
BOYSEL	LUFFMAN										
25	34	25	15	26	40	52	53	36	43	35	8

TOTAL

BOYSEL	LUFFMAN
199	193

AVG TOTAL WARNING  
TICKETS

BOYSEL	LUFFMAN
33	32

COUNT OF CALLS FOR  
SERVICE

NOV		DEC		JAN		FEB		MAR		APR	
BOYSEL	LUFFMAN										
170	142	163	118	174	155	209	158	155	155	121	31

TOTAL

BOYSEL	LUFFMAN
992	759

AVG TOTAL CFS

BOYSEL	LUFFMAN
165	127

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

NORTH CAROLINA

Resolution 2020-R-4

FORSYTH COUNTY

ORDER OF THE COUNCIL OF THE VILLAGE OF CLEMMONS  
IN ACCORDANCE WITH G.S.105-321 AND G.S. 153A-156  
FOR THE COLLECTION OF 2020 TAXES

TO: JOHN T. BURGISS, RES  
TAX COLLECTOR OF FORSYTH COUNTY, CITY OF WINSTON-SALEM,  
VILLAGE OF CLEMMONS, VILLAGE OF TOBACCOVILLE, TOWN OF LEWISVILLE,  
TOWN OF RURAL HALL, TOWN OF WALKERTOWN, CITY OF KING,  
TOWN OF KERNERSVILLE, TOWN OF BETHANIA, CITY OF HIGH POINT

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the 2020 tax records filed in the Office of the Forsyth County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2020 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Forsyth County, City of Winston-Salem, Town of Rural Hall, Town of Walkertown, Village of Clemmons, Village of Tobacoville, Town of Bethania, Town of Lewisville, City of King, Town of Kernersville, City of High Point, Beeson’s Cross Roads Fire Protection District, Beeson’s Cross Roads Service District, Belews Creek Fire and Rescue Protection District, City View Fire Protection District, Clemmons Fire and Rescue Protection District, Forest Hill Fire and Rescue Protection District, Griffith Fire Protection District, Gumtree Fire and Rescue Protection District, Horneytown Fire and Rescue Protection District, King of Forsyth County Fire and Rescue Protection District, Lewisville Fire and Rescue Protection District, Mineral Springs Fire Protection District, Mineral Springs Service District, Mount Tabor Fire and Rescue Protection District, Northeast Fire and Rescue Protection District, Old Richmond Fire and Rescue Protection District, Piney Grove Fire Protection District, Suburban Fire and Rescue Protection District, Salem Chapel Fire and Rescue Protection District, South Fork Fire Protection District, Talley’s Crossing Fire and Rescue Protection District, Triangle Fire Protection District, Union Cross Fire and Rescue Protection District, Vienna Fire Protection District, West Bend Service District, Downtown Winston-Salem Business Improvement District, Willow Run Municipal Service District, and Countywide Service District, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law.

You are also hereby authorized, empowered and commanded to administer and to collect taxes on gross receipts derived from retail short-term leases or rentals of motor vehicles as set forth under G.S. 153A-156. You are hereby authorized to promulgate such rules and procedures necessary to administer these taxes which are not inconsistent or contrary to applicable law.

Within available funds in the budget ordinance and personnel positions established, the Tax Collector may appoint employees and authorize them to perform those functions authorized by the Machinery Act of Chapter 105 of the North Carolina General Statutes and other applicable laws for current and previous years’ taxes. County personnel presently in the Tax Collector’s office continue to serve in their respective positions at the discretion of the Tax Collector.

WITNESS my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
MAYOR, VILLAGE OF CLEMMONS

ATTEST:

\_\_\_\_\_  
CLERK

NORTH CAROLINA

Resolution 2020-R-5

FORSYTH COUNTY

ORDER OF THE COUNCIL OF THE VILLAGE OF CLEMMONS  
IN ACCORDANCE WITH G.S.105-373, G.S.105-321, AND G.S.105-330.3  
FOR THE COLLECTION OF 2019 AND PRIOR YEARS' TAXES

TO: JOHN T. BURGISS, RES  
TAX COLLECTOR OF FORSYTH COUNTY, CITY OF WINSTON-SALEM,  
VILLAGE OF CLEMMONS, VILLAGE OF TOBACCOVILLE, TOWN OF  
LEWISVILLE, TOWN OF RURAL HALL, TOWN OF WALKERTOWN, CITY OF  
KING, TOWN OF KERNERSVILLE, TOWN OF BETHANIA, CITY OF HIGH POINT

You are hereby authorized, empowered, and commanded to collect the taxes remaining unpaid as set forth in the 2011 through 2019 tax records filed in the Office of the Forsyth County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2011 through 2019 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Forsyth County, City of Winston-Salem, Town of Rural Hall, Town of Walkertown, Village of Clemmons, Village of Tobacoville, Town of Bethania, Town of Lewisville, City of King, Town of Kernersville, City of High Point, Beeson's Cross Roads Fire Protection District, Beeson's Cross Roads Service District, Belews Creek Fire and Rescue Protection District, City View Fire Protection District, Clemmons Fire and Rescue Protection District, Forest Hill Fire and Rescue Protection District, Griffith Fire Protection District, Gumtree Fire and Rescue Protection District, Horneytown Fire and Rescue Protection District, King of Forsyth County Fire and Rescue Protection District, Lewisville Fire and Rescue Protection District, Mineral Springs Fire Protection District, Mineral Springs Service District, Mount Tabor Fire and Rescue Protection District, Northeast Fire and Rescue Protection District, Old Richmond Fire and Rescue Protection District, Piney Grove Fire Protection District, Suburban Fire and Rescue Protection District, Salem Chapel Fire and Rescue Protection District, South Fork Fire Protection District, Talley's Crossing Fire and Rescue Protection District, Triangle Fire Protection District, Union Cross Fire and Rescue Protection District, Vienna Fire Protection District and West Bend Service District, Downtown Winston-Salem Business Improvement District, Willow Run Municipal Service District, and Countywide Service District, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law.

Within available funds in the budget ordinance and personnel positions established, the Tax Collector may appoint employees and authorize them to perform those functions authorized by the Machinery Act of Chapter 105 of the North Carolina General Statutes and other applicable laws for current and previous years' taxes. County personnel presently in the Tax Collector's office continue to serve in their respective positions in the discretion of the Tax Collector.

Taxes on registered classified Motor Vehicles for 2016 and prior years are deemed uncollectible; therefore, the Forsyth County Commissioners, pursuant to G.S. 105-373(h) do hereby relieve the tax collector of the charge of collecting taxes on registered classified motor vehicles listed pursuant to G.S. 105-330.3(a)(1) for 2016 and prior years.

WITNESS my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

---

MAYOR, VILLAGE OF CLEMMONS

ATTEST:

---

CLERK

**REGULAR MEETING OF  
THE VILLAGE OF CLEMMONS PLANNING BOARD  
May 19, 2020 Minutes**

The Village of Clemmons Planning Board met on Tuesday, May 19, 2020 at 6:00 p.m. via Zoom as members shelter in place due to COVID-19. Members present were: Rob Cockrum, Gregory Conlon, Brad Hunter, Martin Majorel, Thomas Mekis, Carolyn Miller, David Orrell, Bobby Patterson and Edee Wilcox. No member was absent.

**I. CALL TO ORDER**

The regular meeting was called to order at 6:05 p.m. by Chair Brad Hunter via Zoom.

**II. APPROVAL OF MINUTES**

Bobby Patterson made a motion to approve the April 21, 2020 minutes as written. David Orrell seconded the motion which was unanimously approved.

**III. ANNOUNCEMENTS**

The Planner asked the board to consider switching the order of the business items on the agenda. Martin Majorel made a motion to switch items A and B under Business. David Orrell seconded the motion which was unanimously approved.

**IV. PUBLIC COMMENTS**

Attorney Elliot Fus explained changes in municipal legislation regarding public hearings held via remote meetings. The legislation requires that individuals be allowed to submit comments for a period of 24 hours after the closing of the public hearing before a recommendation or decision can be made. After a brief discussion it was unanimously decided that the meeting would be recessed at the closure of the public hearings and would reconvene on Thursday, May 21, 2020 at 3:00 p.m.

**V. BUSINESS**

- A. Public Hearing of Zoning Map Amendment for AAA Storage** owned by Kazakos Brothers Clemmons LLC for property located at 2225 Lewisville-Clemmons Road, PIN 5893-07-254, consisting of approximately 2.65 +/- acres. Currently zoned LO-S petitioner is requesting **GB-S** (General Business – Special Use; Storage Services, Retail) as shown on a site plan located in the Village of Clemmons Planning Department. (**Zoning Docket C-230**).

Planner Rahimzadeh presented the rezoning request and the site plan for AAA Storage to be located at 2225 Lewisville-Clemmons Road. The petitioner is requesting rezoning from LO-S to GB-S with only one use, storage services retail. The property consists of 2.67 acres, will be climate controlled, entered by gate, has the proper bufferyard per the requirements in the Unified Development Ordinances and no connectivity with adjoining properties.

Staff recommends DENIAL of this proposed rezoning because the Land Use Plan recommends mixed use office for that area and because there is no fencing surrounding the facility as requested.

Chair Brad Hunter opened the public hearing.

Doug Stimmel, 3845 Tangleoak Drive, Clemmons, NC and Shawn Jones, AAA Storage, 7622 Bethany Road, Greensboro, NC were on hand to discuss the proposed site. Mr. Stimmel stated that in meetings held with various council members it was determined that a gate instead of a fence would be preferred, therefore, no fence was shown on the proposed site plan. It was noted that security cameras and an electronic system would be in place to know who is coming or going at all times. There will also be a manager on site six days a week. In looking at the site plan Mr. Stimmel noted that the proposed building is narrower than the adjoining property office buildings with only 5 parking spaces instead of a parking lot creating far less density than an office building. The property owner rezoned this property to limited office twenty-two years ago and has tried to market for years with no takers. The proposed building was designed to look like an office building. With less density proposed it will create less additional traffic on Lewisville-Clemmons Road. Mr. Stimmel advised that two attempts to sit down with adjoining property owners were made. The adjoining office park was invited to a meeting of which only two tenants attended. And invitations to 62 surrounding properties were sent out and only one individual attended. None of the three had negative comments after being shown the proposed project. The petitioner feels this is a great use and treat transition for this property.

Planner Rahimzadeh stated that comments were received from proponents only.

There being no further questions for the petitioner Chair Brad Hunter closed the public hearing and asked for a motion to recess until Thursday, May 21 at 3:00 p.m.

At 8:05 p.m. David Orrell made a motion to recess the Regular Meeting of the Planning Board from Tuesday, May 19, 2020 to Thursday, May 21, 2020 at 3:00 p.m. Martin Majorel seconded the motion which was unanimously approved.

The meeting was reconvened at 3:04 on Thursday, May 21, 2020.

There being no further questions or discussion of the rezoning request Bobby Patterson made a motion to adopt the statement of conformity as stated in the Staff Report (Attached hereto as Exhibit A and incorporated as a part of the minutes) and recommend **APPROVAL** of the rezoning request as presented for Zoning Docket C-230. Greg Conlon seconded the motion which was approved by a vote of 7-2 with Martin Majorel and David Orrell in opposition.

There being no further questions or discussion of the proposed site plan Tom Mekis made a motion to adopt the statement of conformity as stated in the Staff Report as submitted and recommend **APPROVAL** of the preliminary site plan of Version 2 with Flat Top elevation for Zoning Docket C-230. Rob Cockrum seconded the motion which was approved by a vote of 7-2 with Martin Majorel and David Orrell in opposition.

#### **CONDITIONS FOR C-230 AAA Storage:**

The following proposed conditions are from interdepartmental review comments and are proposed in order to meet codes or established standards, or to reduce negative off-site impacts.

#### **PRIOR TO THE ISSUANCE OF ANY PERMITS:**

- a. The Developer shall submit a professionally designed Erosion and Sedimentation Control Plan along with an original signed/notarized Financial Responsibility/Ownership (FRO) form for review and approval, if the proposed project creates more than 10,000 square feet of land disturbance.
- b. The Developer shall obtain a stormwater management permit from the Village of Clemmons.

**PRIOR TO THE ISSUANCE OF GRADING PERMITS:**

- a. The Developer shall obtain a driveway permit from the Village of Clemmons.
- b. The Developer shall obtain a driveway permit from NCDOT.

**PRIOR TO THE ISSUANCE OF BUILDING PERMITS:**

- a. The Developer shall submit water/sewer extensions plans to Utilities Plan Review for permitting/approval. Water meters purchased through City of Winston-Salem. Utility system development fees to be paid at the time of meter purchase.
- b. The Village of Clemmons Planning Department shall review and approve building elevations.

**PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS:**

- a. The Developer shall submit a professionally designed Erosion and Sedimentation Control Plan along with an original signed/notarized Financial Responsibility/Ownership (FRO) form for review and approval, if the proposed project creates more than 10,000 square feet of land disturbance.
- b. The Developer shall obtain a stormwater occupancy permit from the Village of Clemmons.

**OTHER CONDITIONS:**

- a. All on site lighting shall be a maximum of 25 feet tall and shall be of the full cut off type or otherwise designated not to cast direct light on adjacent properties. Lighting shall be in conformance with the submitted Photometric Plan with light levels not to exceed the 0.5 foot-candle limit at the property line.
- b. All proposed utilities shall be underground.
- c. The proposed use shall not allow for habitation onsite.
- d. No parking in access road. Signage on site stating "No Parking Fire Lane" to help with keeping vehicles out of access road

**B. Zoning Map Amendment for Old Mill Major Subdivision petitioned by Patsy B. Canter, Dianne Bingham McGee and Yishui Yun** for properties known as PINS 5892-58-2261, 5892-57-8680 and 5892-57-0376 consisting of approximately 40.52 acres. Currently zoned RS-15 to **RS-9** (Residential Single Family) for Tract #1 and RS-9 and RS-15 to **RM5-S** (Residential Multifamily – Twin Homes) for Tract #2 as shown on a site plan located in the Village of Clemmons Planning Department. (**Zoning Docket C-235**).

Planner Rahimzadeh reviewed the rezoning request and preliminary site plan for the proposed project. Tract 1 is 29.99 acres. The petitioner is requesting to amend the zoning map from RS-15 (Residential Single Family) to RS-9 (Residential Single Family). Tract 2 is 10.53 acres. The petitioner is requesting to amend the zoning map from RS-15 and RS-9 (Residential Single Family) to RM-5-S (Residential Multifamily-Special Use) with uses including Residential Building, Single Family; Residential Building, Duplex; Residential Building, Townhouse; and Residential Building, Twin Home.

Hampton Road will serve as the primary collector road while direct site access as presented will be through Haywood Street and Quinn Street. Staff strongly recommends the installation of left turn lanes on Hampton Road and encourages proposed roads to connect to Arden Drive and the Haywood Street cul-de-sac be designed with a stub out to the parcel east of this development. The Village Transportation Plan shows a proposed road from Quinn Street to Arden Drive. The site plan as presented does not allow for connectivity.

In attendance for the petitioner was Megan Ledbetter, representing Meridian Realty, 8020 Whitmore Cove, Clemmons, NC; Steve Causey with Allied Design, 4720 Kester Mill Road, Winston-Salem, NC; and Todd Isenhour with Isenhour Homes, 3411 Healy Drive, Winston-Salem, NC. Mr. Causey advised that the list of concerns provided by Staff had been addressed. Sidewalk depth was corrected, mail kiosk will be revised, T-turnaround will be revised as requested, fire hydrant will be added. Petitioner stated he is not opposed to improvements being made on Quinn Street and Haywood Street but Staff had not communicated as to what those improvements might be. Petitioner also stated they would do sprinkler systems, if necessary, instead of road improvements. They are exploring emergency egress at this time. The petitioner does not wish to make connection to Arden Drive from any point in the proposed development nor do they wish to include left turn lanes on Hampton Road as NCDOT stated it was not required.

PROPOSERS submitting comments to approve the proposed development were:

Petitioner Bill and Diane McGee, 6102 Arden Drive, Clemmons, NC

Megan Ledbetter, Meridian Realty Group, 8020 Whitmore Cove, Clemmons, NC

Steve Causey, Allied Design, 4720 Kester Mill Road, Winston-Salem, NC

Todd Isenhour, Isenhour Homes, 3411 Healy Drive, Winston-Salem, NC

Yi Yun, 4155 Arden Street, Clemmons, NC

Dewey Edwards, 4126 Arden Street, Clemmons, NC

The proponents believe the proposed development is a good use for the property. The mixed-use residential zoning utilizing twin homes and single-family homes will be suitable for both young and old. The petitioner has lived on the site for 58 years and is planning to purchase one of the lots to continue living there. The proposal meets the intent of the future land use plan by design and density and abuts a future employment center along the Idols Road Extension.

OPPONENTS to the proposed development were:

Mike and Amanda Tingle, 4165 Arden Street, Clemmons, NC

Gene and Pattie Shoemaker, 4071 Arden Street, Clemmons, NC

Jeannie Wagner, 4041 Arden Street, Clemmons, NC

Donald and Cheryl Wilmoth, 4138 Arden Street, Clemmons, NC

Billy and Judy West, 6166 Haywood Street, Clemmons, NC

Charles Weed, 6100 Arden Drive, Clemmons, NC

Miranda DiCello, 6124 Arden Drive, Clemmons, NC

Lisa Brewer, 6040 Arden Drive, Clemmons, NC

The opposing neighbors feel the proposed development is too dense for the older neighborhood surrounding the property. Their concerns are traffic on Hampton Road, the use of Haywood and Quinn Streets that are substandard to the amount of traffic that will occur, possibility of widening these streets taking away from the property owners, the use of Arden Drive if connectivity is put in place, use of minimum required code bufferyard between established neighborhood and new development instead of increasing to a denser bufferyard to shield the existing neighborhood, concern about types of plantings that will be allowed in the bufferyard, not wanting to overpopulate the town nor the schools, and the timing of presenting the proposal during COVID-19 making it impossible for neighbors to come in person to see the plans and talk to the developers.

There being no further questions for the petitioner Chair Brad Hunter closed the public hearing and asked for a motion to recess until Thursday, May 21 at 3:00 p.m.

At 8:05 p.m. David Orrell made a motion to recess the Regular Meeting of the Planning Board from Tuesday, May 19, 2020 to Thursday, May 21, 2020 at 3:00 p.m. Martin Majorel seconded the motion which was unanimously approved.

The meeting was reconvened at 3:04 p.m. on Thursday, May 21, 2020.

The Planning Board began discussion of several aspects of the proposed development.

The Board firmly believes connectivity is a must. Mr. Isenhour stated the eastern side stub to adjoining property at Crosscut Mill Lane is not feasible due to topography. The petitioner stated he would be willing to build Haywood Street all the way to the east to stub at the adjoining Weber property. The Board asked if the future three lot minor subdivision could be used to connect from Quartersawn to Arden Street to meet fire codes. The petitioner advised this would be a possibility but cost comparison would determine if sprinkling may be less expensive than building a road.

Ms. Ledbetter commented the petitioner could stay at RS-15 zoning and put 104 single-family homes on the property. They were attempting to divide the look of the development by incorporating twin homes as this is what the community is looking for to age in place. A rezoning public hearing would not be required for this option. Mr. Causey stated the rate of traffic would be less with twin homes versus all single-family.

Board Member David Orrell stated that in a conversation with Forsyth County fire inspector, Scott Routh, it was noted that, without exception, the development should have a separate fire access road. The Planner reminded Mr. Orrell that the developer was exploring the option of using sprinklers instead of a fire access road. Mr. Orrell reiterated that Mr. Routh said sprinklers would not satisfy the code and there must be a fire access road. Ms. Ledbetter also spoke with Mr. Routh and was told if the developer sprinkles the entire neighborhood that one way in and one way out was acceptable. Mr. Isenhour offered to put a gravel fire access road from lot 21 to Arden Street. Board Member Bobby Patterson recommended the gravel access road to Arden Street should be a dedicated road not a gravel road. Mr. Isenhour did not object to looking at the dedicated road. Mr. Patterson also felt it was the developer's responsibility to widen Quinn and Haywood streets to the standard 22 feet from the petitioner's property line to the intersection with Arden Street. Mr. Isenhour agreed to entertain that request.

Board Member Greg Conlon said he could not approve the proposal without the roads being widened all the way to Hampton. He also didn't think the proposal should be heard at this time via Zoom. He does not think the bufferyard is sufficient between the neighborhoods and the traffic on Hampton should be addressed.

Jeff Vaughn explained to Mr. Conlon that a type II bufferyard is a much denser area. The more a bufferyard is widened the less plantings are required to be used making it a less dense area defeating the purpose of coverup.

Jay Clapp with Ramy Kemp stated that NCDOT Subdivision Manual allows for 18 feet ditch section streets which is what Quinn and Haywood Streets are at this time. If the streets are widened it will create safety concerns for speeding in the neighborhood.

David Orrell felt that community involvement meetings should have been held by the petitioner and suggested the decision of the Board be delayed until that can happen. Attorney Elliot Fus said a motion could be

entertained at this time.

There being no further questions or discussion of the rezoning request Greg Conlon made a motion to adopt the statement of conformity as stated in the Staff Report (Attached hereto as Exhibit B and incorporated as a part of the minutes) and recommend **DENIAL** of the rezoning request as presented for Zoning Docket C-235. David Orrell seconded the motion which was approved by a 6-3 vote with Bobby Patterson, Edee Wilcox, and Brad Hunter in opposition.

There being no further questions or discussion of the proposed site plan Bobby Patterson made a motion to adopt the statement of conformity as stated in the Staff Report and recommend **APPROVAL** of the preliminary site plan as presented for Zoning Docket C-235 to include additional conditions:

- Developer should stub out Haywood Street to the east with temporary t-turnaround per Chapter D.
- Developer shall construct a public road from Arden Street to Quartersawn through Future 3 lot minor subdivision property shown on the site plan.
- Developer shall build Haywood and Quinn stub streets up to standard from petitioner property line to intersection of Arden Street.

Martin Majorel seconded the motion which was approved by a vote of 7-2 with Tom Mekis and Greg Conlon in opposition.

**Conditions for C-235 Old Mill are:**

The following proposed conditions are from interdepartmental review comments and are proposed in order to meet codes or established standards, or to reduce negative off-site impacts.

**PRIOR TO THE ISSUANCE OF ANY PERMITS**

- a. Developer shall submit a letter indicating payment in lieu of the dedication of land along with preliminary plat.

**PRIOR TO THE ISSUANCE OF GRADING PERMITS:**

- a. Developer shall obtain a stormwater management permit from the Village of Clemmons Stormwater Administrator.
- b. Developer shall meet the tree protection standards during construction as required in Chapter B.3-4 Landscaping and Tree Preservation Standards for the new large variety trees planted to meet the requirements of the ordinance
- c. Developer shall submit a professionally designed Erosion and Sedimentation Control Plan along with an original signed/notarized Financial Responsibility/Ownership (FRO) form for review and approval, if the proposed project creates more than 10,000 square feet of land disturbance.

**PRIOR TO RECORDING FINAL PLAT:**

- a. Developer shall bond or provide some other acceptable performance guarantee for the required sidewalks. 100% of the sidewalks shall be installed within 2 years after the date of the first house building permit.
- b. Developer shall build roads to public street standards.
- c. Developer shall construct a public road from Arden Street to Quartersawn through Future 3 lot minor subdivision property as shown on the site plan.
- d. Developer shall stub out Haywood Street to the east with temporary t-turnaround per Chapter D.
- e. Developer shall build Haywood and Quinn stub streets up to standard from petitioner property line to intersection of Arden Street.
- f. Developer shall record a final plat in the office of the Register of Deeds. Final plat shall include,

among other requirements, proposed public streets rights-of-way, negative access easement for pertinent lots, property lines, approved addresses for each lot, tentative building locations, and public access and maintenance easements for any sidewalks located along public streets which are outside of the public right- of-way as well as all required payment in lieu calculations.

**PRIOR TO THE ISSUANCE OF BUILDING PERMITS:**

- a. Developer shall submit water/sewer extensions plans to Utilities Plan Review for permitting/approval. Water meters purchased through City of Winston-Salem. Utility system development fees to be paid at the time of meter purchase.
- b. Developer shall obtain Village of Clemmons Driveway permits.

DRAFT

**PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS:**

- a. Developer shall obtain a stormwater occupancy permit from the Village of Clemmons Stormwater Administrator
- b. Developer/Homeowners Association shall be created and be responsible for maintenance post-development of all common areas, including the grassed/landscaped island adjacent to the mail kiosk, the stormwater management controls, and the tree save areas. A note shall be added to the final plat.

**C. Staff Report** – Next scheduled meeting on June 16, 2020.

The Planner advised there will possibly be one rezoning case to be heard in June.

**VI. ADJOURNMENT**

Martin Majorel made a motion to adjourn the meeting at 4:22 p.m. on Thursday, May 21, 2020. Tom Mekis seconded the motion which was unanimously approved.

Respectfully submitted:

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Patricia A. Fife, Sr. Admin. Assistant

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Bobby Patterson, Secretary

**ORDINANCE AMENDING THE VILLAGE OF CLEMMONS ZONING ORDINANCE  
OF THE UNIFIED DEVELOPMENT ORDINANCES (UDO) AND  
ZONING MAP OF THE VILLAGE OF CLEMMONS, NORTH CAROLINA**

Zoning Petition of Carlos Pereira

Ordinance Number 2020-02

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

Section 1. The Village of Clemmons Ordinance of the Unified Development Ordinance (UDO) and the Official Map of the Village of Clemmons are hereby amended by changing the zoning classification **from RS-15 & LO-S to RM-12-S (Residential Building, Multifamily) (Zoning Docket C-234)**

**Legal Description for Carlos Pereira**

The property is located at 3462 Clemmons Road and BEING all that certain lot or parcel of land with PIN 5893-30-9990.00 and a portion of that certain lot or parcel of land with PIN 5893-30-8703.00, both lots or parcels lying and being located in the Village of Clemmons, Forsyth County, North Carolina, and being more particularly described as follows: BEGINNING at a point located at the eastern corner of certain property owned by Carlos A. Pereira, Jr., PIN 5893-30-9990.00, said point also being the northern corner of certain property owned now or formerly by Jeffrey C. Cook, PIN 5893-40-3730.00, and also being in a western line of property owned now or formerly by Kinnamon Village LLC, PIN 5893-40-4940.00; thence from said point of BEGINNING and continuing with such western line of Kinnamon Village LLC North 48°35'39" West, a distance of 660.3 feet to a point; thence North 89°38'34" West, a distance of 16.3 feet to a point; thence South 00°23'52" East, a distance of 220.9 feet to a point; thence South 89°00'44" West, a distance of 177.5 feet to a point; thence South 02°16'43" East, a distance of 347.9 feet to a point; thence South 48°19'53" East, a distance of 335.8 feet to a point; thence North 45°25'59" East, a distance of 209.4 feet to a point; thence South 48°35'39" East, a distance of 65.75 feet to a point; thence North 41°24'30" East, a distance of 339.4 feet to a point, said point being the point and place of BEGINNING, and containing 298,793 square feet, more or less. Said property contains a total of 8 acres, more or less.

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

Adopted this the \_\_\_\_ day of May, 2020.

\_\_\_\_\_  
John L. Wait  
Mayor

ATTEST:

\_\_\_\_\_  
Lisa Shortt  
Village Clerk



PROPOSED BUDGET AND BUDGET  
MESSAGE  
FOR THE FISCAL YEAR ENDING  
JUNE 30, 2021



# Approved Budget and Budget Message For the Fiscal Year Ending June 30, 2021

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# Approved Budget and Budget Message For the Fiscal Year Ending June 30, 2021

Presented: May 26, 2020

Honorable Mayor  
Council Members  
Village of Clemmons, North Carolina

## INTRODUCTION

In accordance with the Local Government Budget and Fiscal Control Act and N.C. General Statute 159-11, the proposed Annual Budget for Fiscal Year beginning July 1, 2020 and ending June 30, 2021 is balanced and hereby submitted for your consideration.

As you read this message, you will note that even while maintaining a progressive posture relative to maintaining and creating infrastructure, providing meaningful services to citizens and providing competitive compensation for our staff, we are able to propose a budget that reflects no increase in the tax rate and a new tier system for the stormwater fee.

The annual budget process is influenced by external factors including the condition of the state, and local economies, goals and needs identified in our community by the elected body, staff and advisory boards. All these factors are considered in this budget, and armed with the knowledge that this document represents a significant amount of careful consideration and study.

On June 8, 2020 the Village Council will hold a public hearing on the fiscal year ending June 30, 2021 budget. Any person who wishes to be heard on the budget may appear at that time. This budget may be reviewed at Village Hall, and online at [www.clemmons.org](http://www.clemmons.org).

## OVERVIEW

The total operating budget for the two major funds is:

	<u>Presented</u>	<u>Approved</u>
General Fund	\$6,971,525	\$ 6,971,525
Storm water Fund	<u>\$1,622,050</u>	<u>\$ 1,622,050</u>
Total Major Funds	<u>\$8,593,575</u>	<u>\$ 8,593,575</u>

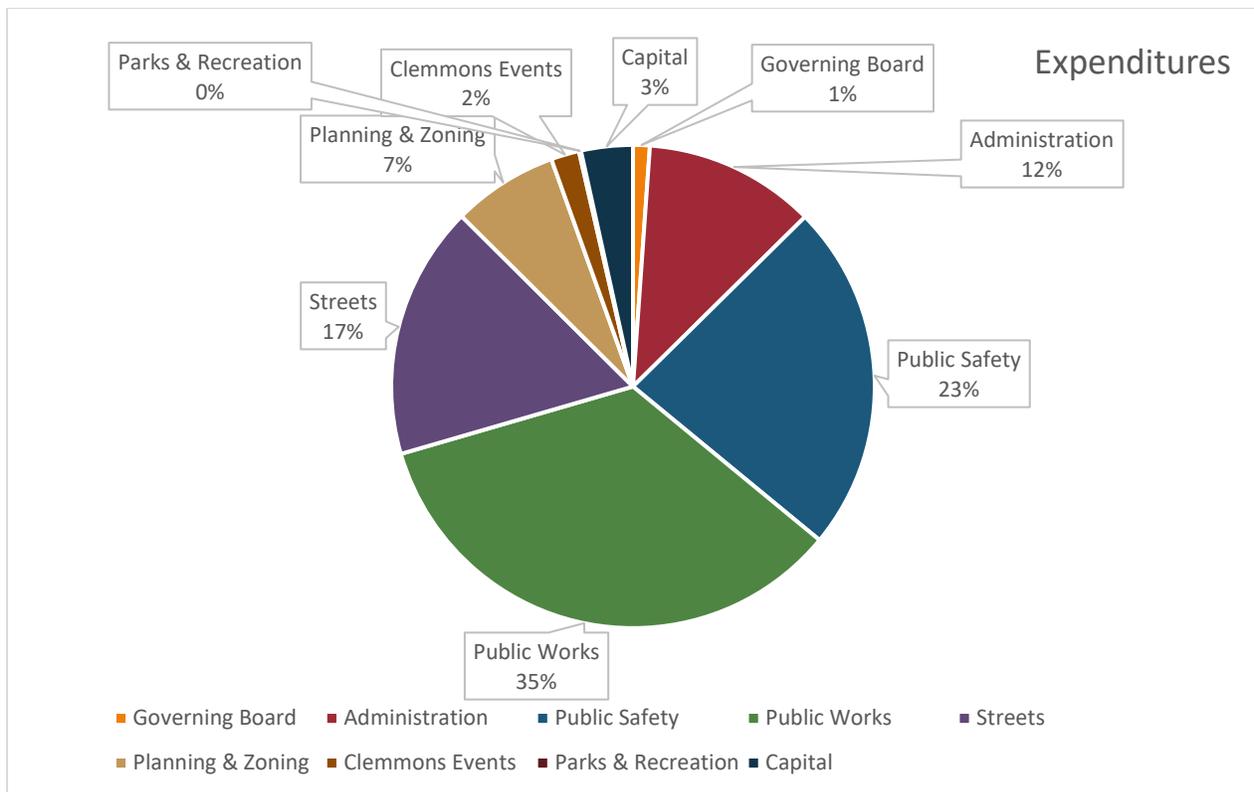


## Approved Budget and Budget Message For the Fiscal Year Ending June 30, 2021

### GENERAL FUND

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund. The fund is established at the inception of a government and exists throughout the government's life. Expenditures are divided into functional departments in order to present a clear understanding of the costs of providing certain services. Personnel assigned to a specific functional area are paid from that department. The Village uses the following functional departments; governing board, administration, public safety, public works, streets, planning, Clemmons' events and marketing, and capital outlay. The Village provides the following services; augmented public safety (Forsyth County Sheriff), residential solid waste and recycling collection, leaf, limb and grass collection, bulk item collection (annually), street lights, greenway, lake and pier, sidewalk and street construction and maintenance.

We attempted to maintain a responsible budget with each expenditure scrutinized to assure public value for the resources expended. The table on the following graph shows expenditures by function. The current budget reflects a 14% decrease when compared to the amended FY 19-20 budget mainly due delay in the Highway 158 Sidewalk to Tanglewood and Market Center Drive due to NC Department of Transportation freezing of grant funding. The NC Department of Transportation is recommending if local governments have not bid out and started grant projects that they delay due to the uncertainty of when the grant funds would be available.





## Approved Budget and Budget Message For the Fiscal Year Ending June 30, 2021

### **OPERATING EXPENSES**

The expenses of the Village basically fall into two categories: Operating Expenses and Capital Expenses. The Operating Expenses are mainly made up of two categories: personnel related and operating/maintenance related. Both of these are necessary to perform the daily operations of the Village.

#### **Personnel Related Operating Expenses**

The employees are the Village's greatest asset as they provide the manpower for the services that all citizens enjoy. The Village currently operates with a staff of twenty-two which means all of our staff perform a variety of functions which requires both self-motivation and flexibility. The Village currently has two unfilled positions an equipment operator one position and a storm water tech position; the decision was made to not fill these positions at this time.

The employees are a critical part of the Village Operations. Our employees constantly go above and beyond the call of duty when providing services to the citizens. Their dedication to the Village and their job shows in everything they do. For this reason, it is important that we offer competitive wages and benefits so that we can recruit and retain extraordinary staff members. While we are always in competition with other nearby municipalities for those exceptional employees we seek, the booming private sector economy is fostering competition as well in an already tight job market. We continue to look for ways to hire and retain the best employees available. One way is to try to provide more opportunities for employees to advance. This is a difficult task with such a small staff. This budget is proposing a 3% increase for employees and some grade adjustments for a couple of employees.

Benefits are an important part of our overall employee package, we cannot necessarily compete with the private sector with salaries, however our benefits can. Health insurance is an ever-changing cost to a municipality. The Village always works hard to obtain the best coverage possible for the most reasonable price. The Local Government Employee Retirement System is a major benefit for the Village employees. This system is administered by the North Carolina Department of State Treasurer. Contributions to the retirement consists of an employee contribution and employer contribution as a percentage of each employees' annual salary. The employee contribution is set by State Statute and the employer contribution is set by actuarial studies. The employer contribution increased from 8.95% to 10.15%.

### **CAPITAL EXPENDITURES**

The Village maintains and replaces equipment on an ongoing basis to continue to provide the best service possible for our citizens. The Village reviews equipment, vehicles, and facilities on an annual basis to monitor maintenance costs, downtime and possible serious issues that need to be addressed. A list of current capital expenditures can be found page 31; under capital outlay and transfers. The Village reduced the amount of capital expenditures during the current year due to revenue uncertainty and the freeze of grant funding from the NC Department of Transportation. We put limited funding to purchase or facilitate right of way



**Approved Budget and Budget Message  
For the Fiscal Year Ending June 30, 2021**

dedication for our capital projects which would not be a reimbursable expenditure from grant funding and will help move the projects forward once NC Department of Transportation released the funding.

**FUND BALANCE**

Fund Balance is, simply explained, the amount of assets in excess of liabilities in a given fund. The North Carolina Local Government Commission (LGC) monitors the level of unreserved Fund Balance each locality maintains as a sign of their relative financial strength. The benchmark the LGC uses as a minimum is 8% of total expenditures, below which they express concern to the locality and direct action to increase the balance. The target set by the Village Council is to maintain an unassigned fund balance of \$3,000,000. Having such a balance enables us to meet our financial obligations without interruptions due to cash flow, generates investment income, eliminates the need for short-term borrowing, and provides a reserve of funds to respond to emergencies or opportunities. The Village currently has fund balance in excess of the Council’s minimum policy and has expended these funds for capital projects and capital outlay.

One appropriate use of Fund Balance is to allow the Village to fund one-time purchases or to complete capital projects without affecting the resource stream for normal operations. Further, certain revenues are restricted for use for only specific purposes, e.g., Powell Bill, Occupancy Tax, etc. Reserves resulting from receipt of these restricted funds must be accounted for separately and used only for allowable expenditures.

For fiscal year 2020-21 we propose an appropriation of \$1,142,915 of fund balance to be used as follows.

<i>Capital Outlay &amp; capital projects</i>	\$ 241,000
<i>Street Resurfacing</i>	\$ 663,635
<i>Clemmons Events</i>	\$ 28,757
<i>Tourism Related Expenditure</i>	\$ 4,529
<i>Operating Expenditures</i>	\$ 204,994
<i>Total Fund Balance Appropriated</i>	<u>\$ 1,142,915</u>

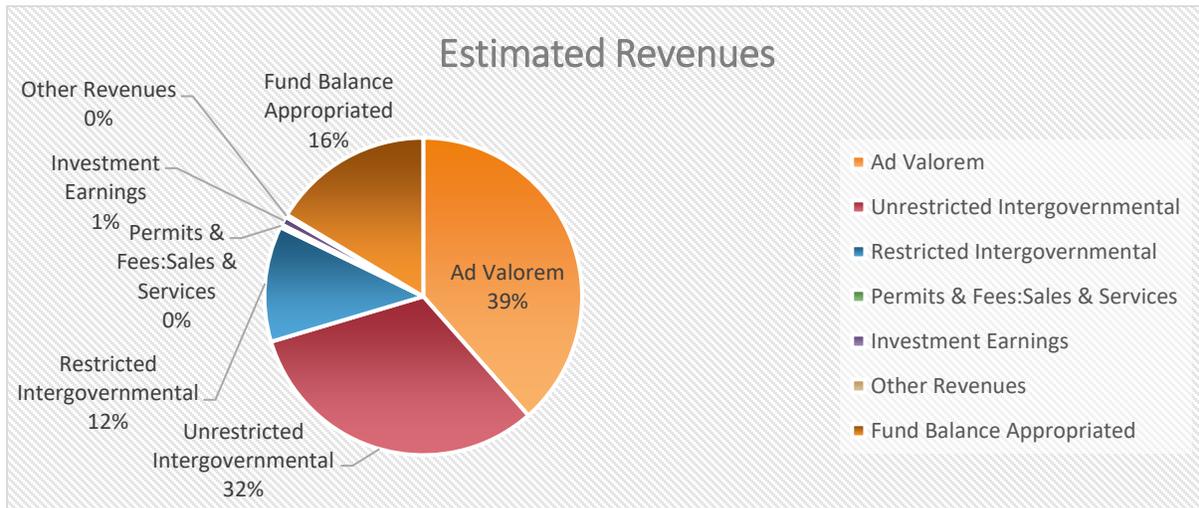
**REVENUES**

For Fiscal Year 2020-21, the ad valorem tax rate is recommended to remain at \$0.115 per \$100 of valuation. This tax rate would be applied to an estimated total tax base of \$ 2,338,899,156, yielding an estimated \$2,669,555 in revenue which is 1.6% increase.

County shared revenues (sales tax and occupancy tax) decreased by 16%; state shared revenues (utilities sales tax, beer & wine, Powell bill, and solid waste tax) decrease by 1% and ABC distribution increased by 4%. Dependency ratio provides the extent to which the Village is reliant on other governments (such as State & County) for resources. Clemmons dependency ratio is .52 compared to .37 of benchmark (other Forsyth County municipalities).



## Approved Budget and Budget Message For the Fiscal Year Ending June 30, 2021



### ENTERPRISE FUNDS

In addition to the General Fund covering all typical government operations the Village of Clemmons operates one enterprise fund; the Storm water Utility. This enterprise is operated as a business by having all revenues and expenditures accounted for separately and by having rates established that cover all expenditures of the enterprise. The current rate for stormwater fee is \$5.00 per equivalent residential unit per month, \$60 annually; a tier system is applied to this rate. More information can be found under the fee schedule.

The Stormwater budget supports the Clemmons Storm water Management Program. The two major program components include: 1) the Environmental Protection Agency's (EPA) Phase II Water Quality Act and, 2) Clemmons' Storm water Quantity Ordinance.

Budgeted activities support the Phase II water quality requirements including staff and public education, public participation, illicit discharge detection and elimination, construction runoff controls, post construction runoff controls, and maintenance operations. Additional activities support Clemmons' Storm water Quantity Ordinance. Staff and operating expenditures remain mainly the same. The major capital improvement projects for FY 2020/21 are Mendelssohn, Greenbrook, Breckinridge, and Glengariff. Quantity capital improvements are prioritized by the Storm water Advisory Board and approved by the Village Council on an annual basis. Capital outlay includes the completion of the truck wash and roof repairs for stormwater building.



**Approved Budget and Budget Message  
For the Fiscal Year Ending June 30, 2021**

**CONCLUSION**

We believe that the revenue and expenditure statements contained within this budget are fair and reasonable. They are conservative without sacrificing the level of service that we are presently providing or hindering improvements that are needed. The proposed budget, as presented, is financially sound and demonstrates a genuine effort to be as efficient and cost-conscious as is both prudent and possible.

We are currently in an unprecedented economic time; the effect of the pandemic on our local and state economy is largely unknown. This makes it more important than ever to concentrate our budgeting efforts on provision of current services, maintenance of Village-owned property and infrastructure while attempting to keep rates and fees reasonable. The budget being presented for your consideration allows us to continue to provide exceptional service to our citizens by employing well trained and highly motivated staff while funding necessary improvements and additions to our infrastructure. This budget reflects our commitment to maintaining and improving this community and positioning it to be financially sound in the future. I believe it to be worthy of your consideration and approval.

Respectfully submitted,

*W. Scott Buffkin*

W. Scott Buffkin  
Village Manager



**Approved Budget**  
**For the Fiscal Year Ending June 30, 2021**

**GENERAL FUND**

**BUDGET FOR FISCAL YEAR JUNE 30, 2021**

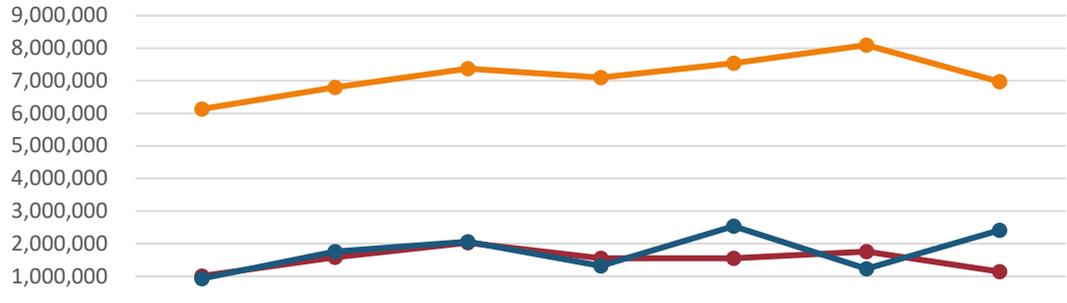
Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21	%
<b>Revenues</b>						
Ad Valorem Taxes	2,608,088	2,642,700	2,638,117	<b>2,683,555</b>	<b>2,683,555</b>	38%
Other Taxes	3,582	3,000	3,040	<b>3,000</b>	<b>3,000</b>	0%
Unrestricted Intergovernmental	2,391,772	2,370,200	2,338,055	<b>2,224,300</b>	<b>2,224,300</b>	32%
Restricted Governmental	651,275	953,315	823,348	<b>821,690</b>	<b>821,690</b>	12%
Permits & fees	45,751	17,675	33,645	<b>22,325</b>	<b>22,325</b>	0%
Investment earnings	26,647	155,000	124,829	<b>59,500</b>	<b>59,500</b>	1%
Donations & Sponsorship	9,000	8,000	4,500	<b>3,000</b>	<b>3,000</b>	0%
Other Revenue	18,286	184,720	178,493	<b>11,240</b>	<b>11,240</b>	0%
<b>Total Revenue before Fund Balance App</b>	<b>5,754,401</b>	<b>6,334,610</b>	<b>6,144,027</b>	<b>5,828,610</b>	<b>5,828,610</b>	84%
<b>Fund Balance Appropriated</b>	-	<b>1,760,490</b>	-	<b>1,142,915</b>	<b>1,142,915</b>	16%
<b>Total Revenue</b>	<b>5,754,401</b>	<b>8,095,100</b>	<b>6,144,027</b>	<b>6,971,525</b>	<b>6,971,525</b>	100%
<b>Expenditures</b>						
Governing Board	65,310	79,250	66,256	<b>78,010</b>	<b>78,010</b>	1%
Administration	620,344	773,100	708,371	<b>800,735</b>	<b>800,735</b>	11%
Public Safety	1,358,991	1,470,315	1,450,130	<b>1,628,620</b>	<b>1,628,620</b>	23%
Public Works	2,010,563	2,336,275	2,183,237	<b>2,407,545</b>	<b>2,407,545</b>	35%
Streets	95,427	1,203,005	844,684	<b>1,181,925</b>	<b>1,181,925</b>	17%
Planning	181,645	428,745	196,366	<b>492,405</b>	<b>492,405</b>	7%
Clemmons Events & Marketing	125,805	125,860	110,676	<b>131,785</b>	<b>131,785</b>	2%
Parks & Recreation	5,107	9,500	7,314	<b>9,500</b>	<b>9,500</b>	0%
<b>Subtotal</b>	<b>4,463,192</b>	<b>6,426,050</b>	<b>5,567,034</b>	<b>6,730,525</b>	<b>6,730,525</b>	97%
Capital Outlay	1,014,847	433,350	334,683	<b>14,000</b>	<b>14,000</b>	0%
Major Repairs	-	-	-	<b>27,000</b>	<b>27,000</b>	0%
Transfer to Capital Projects	11,123	1,235,700	368,194	<b>200,000</b>	<b>200,000</b>	3%
<b>Subtotal Capital and Transfers</b>	<b>1,025,970</b>	<b>1,669,050</b>	<b>702,877</b>	<b>241,000</b>	<b>241,000</b>	3%
<b>Total Expenditures</b>	<b>\$ 5,489,162</b>	<b>\$ 8,095,100</b>	<b>\$ 6,269,911</b>	<b>6,971,525</b>	<b>6,971,525</b>	100%
<b>Revenues over( under) Expenditures</b>	265,239		(125,884)			
Fund Balance Appropriated	-					
Restricted Fund Balance	-			<b>696,920</b>	<b>696,920</b>	
Fund Balance Appropriated	-			<b>445,995</b>	<b>445,995</b>	
<b>Total Fund Balance Appropriated</b>				<b>1,142,915</b>	<b>1,142,915</b>	



**Approved Budget**  
**For the Fiscal Year Ending June 30, 2021**

**GENERAL FUND**

**Budget Comparisons**



	2015	2016	2017	2018	2019	2020	2021
Total Budget	6,134,014	6,792,310	7,370,596	7,097,093	7,535,963	8,095,100	6,971,525
Fund Balance Appropriated	1,008,575	1,577,986	2,029,540	1,552,593	1,552,593	1,760,490	1,142,915
Capital	931,950	1,757,780	2,062,540	1,315,750	2,537,235	1,235,700	2,410,001

Total Budget    Fund Balance Appropriated    Capital



<b>ESTIMATED REVENUES</b>						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
<b>AD VALOREM TAXES</b>						
10-3100-1100	Taxes-Ad Valorem Prior Years	6,554	6,000	8,490	6,500	6,500
10-3100-1110	Taxes -Ad Valorem Current	2,337,829	2,362,200	2,359,154	2,410,370	2,410,370
10-3100-1210	Taxes-Motor Vehicles-Current	257,806	267,000	262,263	259,185	259,185
10-3100-1600	Tax Refund/Releases	(991)	-	(691)	-	-
10-3100-1700	Interest Prior	1,543	2,500	1,935	2,000	2,000
10-3100-1710	Interest-Current Year	5,347	5,000	6,966	5,500	5,500
	<b>TOTAL AD VALOREM TAXES</b>	<b>2,608,088</b>	<b>2,642,700</b>	<b>2,638,117</b>	<b>2,683,555</b>	<b>2,683,555</b>
<b>OTHER TAXES</b>						
10-3235-0000	Gross Receipts Tax Leases	3,182	3,000	3,040	3,000	3,000
	<b>TOTAL OTHER TAXES</b>	<b>3,182</b>	<b>3,000</b>	<b>3,040</b>	<b>3,000</b>	<b>3,000</b>
<b>UNRESTRICTED INTERGOVERNMENTAL</b>						
10-3324-0010	Sales Tax Natural Gas	45,014	39,800	26,979	39,800	39,800
10-3324-0020	Electricity Sales Tax	721,483	741,000	719,849	727,000	727,000
10-3324-0030	Sales Tax Telecommunication	72,302	60,500	66,879	60,500	60,500
10-3324-0040	Sales Tax Video Programming	177,022	179,000	178,792	175,800	175,800
10-3324-1000	Sales Tax Distribution	874,930	865,000	846,700	719,700	719,700
10-3324-3357	Beer & Wine Tax	85,997	84,900	86,856	86,500	86,500
10-3324-3381	ABC Distribution	415,024	400,000	412,000	415,000	415,000
	<b>TOTAL UNRESTRICTED INTERGOVERNMENTAL</b>	<b>2,391,772</b>	<b>2,370,200</b>	<b>2,338,055</b>	<b>2,224,300</b>	<b>2,224,300</b>
<b>RESTRICTED INTERGOVERNMENTAL</b>						
10-3432-3433	Powell Bill	517,863	513,225	516,297	511,790	511,790
10-3432-3436	MPO Grant Bike & Pedistrian		40,000	-	40,000	40,000
10-3432-3437	Winston-Salem MPO Kinnamon Study		80,000	-	160,000	160,000
10-3432-3440	Sewer Reserve Reimbursement	-	194,490	194,489	-	-
10-3432-3438	CWRAR Grant	-	6,000	5,060	-	-
10-3432-3472	Solid Waste Disposal Tax	14,787	14,600	14,846	14,900	14,900
10-3432-7030	County Shared -Local Occupancy Tax	45,468	43,500	33,281	35,000	35,000
10-3432-7031	County Occupancy Tax-tourism	73,157	61,500	59,375	60,000	60,000
	<b>TOTAL RESTRICTED INTERGOVERNMENTAL</b>	<b>651,275</b>	<b>953,315</b>	<b>823,348</b>	<b>821,690</b>	<b>821,690</b>
<b>PERMITS AND FEES</b>						
10-3534-3100	Parking Tickets	925	500	275	500	500
10-3534-3102	False Alarms	5,350	5,700	5,925	6,000	6,000
10-3534-5100	Public works fees & ordinances	3,050	2,800	2,800	2,800	2,800
10-3534-9100	Planning fees	14,455	7,000	23,735	12,000	12,000
10-3534-9101	Community Garden fee	500	525	525	525	525
10-3534-9102	Payment in Lieu-Restricted	21,176	-	-	-	-
10-3534-9103	Farmers Market	295	1,150	385	500	500
	<b>TOTAL PERMITS AND FEES</b>	<b>45,751</b>	<b>17,675</b>	<b>33,645</b>	<b>22,325</b>	<b>22,325</b>
<b>INVESTMENT EARNINGS</b>						
10-3831-0000	Investment earnings	144,179	125,000	94,179	53,000	53,000
10-3831-1000	Investment Earnings-Reserve	683	-	454	-	-
10-3831-2000	Investment Earnings-Powell Bill	41,953	30,000	30,196	6,500	6,500
	<b>TOTAL INVESTMENT EARNINGS</b>	<b>186,815</b>	<b>155,000</b>	<b>124,829</b>	<b>59,500</b>	<b>59,500</b>



ESTIMATED REVENUES						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
<b>DONATIONS AND SPONSORSHIPS</b>						
10-3833-1000	Clemmons Events Sponsorships	9,000	8,000	4,500	3,000	3,000
10-3833-0000	Donations	-	-	-	-	-
<b>TOTAL DONATIONS AND SPONSORSHIPS</b>		9,000	8,000	4,500	3,000	3,000
<b>SALES &amp; SERVICES</b>						
10-3835-0051	Services other Governmental Entities	11,890	11,240	11,890	11,240	11,240
10-3835-0000	Sale of Capital Assets	50,000	26,000	4,800	-	-
10-3839-0000	Miscellaneous	100	-	-	-	-
10-3839-1000	Hubbard Realty Portion James St Ex	-	147,480	161,803	-	-
<b>TOTAL OTHER REVENUE</b>		61,990	184,720	178,493	11,240	11,240
<b>Subtotal</b>		<b>5,957,873</b>	<b>6,334,610</b>	<b>6,144,027</b>	<b>5,828,610</b>	<b>5,828,610</b>
<b>FUND BALANCE APPROPRIATED</b>						
10-3991-0000	Fund Balance Appropriated	-	378,850	-	445,995	445,995
10-3991-0010	Fund Balance Apr.. Restricted CRED	-	12,210	-	28,757	28,757
10-3991-0020	Fund Balance Reserve-Tourism	-	650	-	4,529	4,529
10-3991-9010	Fund Balance Appr.Restricted Streets	-	1,368,780	-	663,635	663,635
<b>TOTAL FUND BALANCE APPROPRIATED</b>		-	1,760,490	-	1,142,915	1,142,915
<b>TOTAL GENERAL FUND REVENUES</b>		<b>\$ 5,957,873</b>	<b>\$ 8,095,100</b>	<b>\$ 6,144,027</b>	<b>\$ 6,971,525</b>	<b>\$ 6,971,525</b>

Please note that the effects of the pandemic on the Village's current year's revenues and budget for 20-21 are mostly unknown. We are chartering unknown territory. Therefore, there is a possibility that the budget will need to be amended during the year after the effects are clearer.

**AD VALOREM TAXES:**

Forsyth County assessed property values as of January 1, 2020; the total estimated tax base is \$2,338,899,156 (5% increase). The proposed tax rate is \$.115 per \$100 valuation.

	Tax Base FY 19-20	Tax Base FY 20-21	Collection Rate	Levy
Forsyth County	\$2,064,437,008	\$2,111,815,105	99.25%	\$2,410,370
NCDMV Registered Motor Vehicles	234,595,017	227,084,051	99.25%	\$259,185
<b>Total</b>	<b>\$2,222,905,379</b>	<b>\$2,348,398,531</b>		<b>\$2,669,555</b>



**INTERGOVERNMENTAL REVENUES:**

**State or County Levied Taxes shared with Clemmons**

- Utilities Sales Tax based on NCLM projections and Clemmons % change from same period FY 19-20 to FY 20-21
  - Natural Gas based on 18-19 actual; we have experienced a mild winter which has greatly affected this revenue source.
  - Electricity 1.00% Increase
  - Telecommunications 9.2% decrease
  - Video Programing 1.7% decrease
- Sales Tax Distribution Forsyth County levied 2% local sales tax distributed on ad valorem basis.
  - Unknown is the effect of pandemic on this revenue source so we are in uncharted territory.
  - 15% decrease of estimated actual for 19-20
- Beer and Wine – State shared based on beer & wine sales
- ABC distribution-distribution from ABC Store

**RESTRICTED INTERGOVERNMENTAL REVENUES:**

**State or county shared revenues required to be expended for specific purpose.**

- Powell Bill Funds (Restricted for Street construction or maintenance): Based on per mile and per population numbers provided by the North Carolina League of Municipalities.

Population	20059	19.11	383,325
Miles	81.30	1580.13	128,465

- Solid Waste Disposal Fee .4% Increase
  - Portion of State landfill tipping fee restricted for recycling.

**RESTRICTED INTERGOVERNMENTAL REVENUES:**

- Occupancy Tax
  - County levied tax that the County shares with the Winston-Salem Tourism Authority and all the municipalities with in the County

Restricted for Cultural, Economic and Recreational Purposes	\$35,000
Restricted for Travel & Tourism Related Activities	\$60,000

Projecting a 10% decrease due to pandemic effect on hotels.

**DONATIONS & SPONSORSHIPS:**

This is the amount per contract that Waste Management contributes towards community events. The Village will not solicit any monetary sponsorship this fiscal year in order to help our small business recover from the covid 19.

**SALES & SERVICES:**

- NCDOT reimbursement for mowing and street sweeping DOT Roads

**FUND BALANCE:**

One appropriate use of Fund Balance is to allow the Village to fund one-time purchases or to complete capital projects without affecting the resource stream for normal operations.

**FEE SCHEDULE IS EXHIBIT A OF THIS DOCUMENT:**



GOVERNING BOARD APPROPRIATIONS									
Account #	Account Description	Actual		Budget		Est. Actual		Proposed	
		FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21	FY 20-21	
10-4110-1200	Salaries	\$ 32,850	\$ 33,300	\$ 33,300	\$ 31,636	\$ 33,300	\$ 33,300	\$ 33,300	
10-4110-1810	FICA	2,310	2,550	2,550	2,420	2,550	2,550	2,550	
10-4110-1910	Audit	14,000	14,100	14,100	13,150	15,700	15,700	15,700	
10-4110-3100	Travel/Meetings	1,510	8,700	8,700	2,000	5,800	5,800	5,800	
10-4110-3900	Contract services	7,640	10,000	10,000	6,450	10,000	10,000	10,000	
10-4110-4990	Board Appreciation	-	3,600	3,600	3,600	3,660	3,660	3,660	
10-4110-6990	Forsyth County-Clemmons Library	7,000	7,000	7,000	7,000	7,000	7,000	7,000	
<b>TOTAL GOVERNING BOARD</b>		<b>\$ 65,310</b>	<b>\$ 79,250</b>	<b>\$ 79,250</b>	<b>\$ 66,256</b>	<b>\$ 78,010</b>	<b>\$ 78,010</b>	<b>\$ 78,010</b>	

*All legislative functions of the village government rest with the Village Council. These powers include policy formulation, ordinance writing, appropriations, and oversight of all municipal operations.*

**SALARIES:**

Mayor and Council Salaries plus \$50 meeting allowance; budgeted for 25 regular meetings and 6 special meetings.

**AUDIT:**

The Village is required by State Statute to have an annual audit, which may include a Federal and State single audit on grants. Contract has been approved.

**TRAVEL/MEETINGS:**

\$650 per Councilmember & Mayor	\$3,900
Lunches & Snacks –Village Retreat	\$ 750
Mayors Round Table	\$ 400
Meal Meeting	\$ 750
<b>Total</b>	<b>\$5,800</b>

**CONTRACT SERVICES:**

The governing board has appropriated these funds for any unexpected contract or service they may require during the year, such as consultant services, appraisals, and etc.

**BOARD APPRECIATION:**

Small token of appreciation for volunteer board members of the planning, zoning, transportation and stormwater boards.

**FORSYTH COUNTY-CLEMMONS LIBRARY:**

This is a special appropriation, based on request by Clemmons Friends of the Library. The amount will be determined annually by the Council. The Clemmons Library uses these funds to purchase books, children’s programs and DVDs’ that are specific to the needs of the Clemmons Library.



ADMINISTRATION APPROPRIATIONS						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
10-4120-1210	Salaries	\$ 312,027	\$ 338,000	\$ 332,263	\$ 346,700	\$ 346,700
10-4120-1211	Salary Auto Allowance	4,800	4,800	4,800	4,800	4,800
10-4120-1810	FICA	23,648	26,200	25,785	26,900	26,900
10-4120-1820	Retirement	24,168	30,200	29,616	35,500	35,500
10-4120-1821	401K Match	13,876	16,850	14,689	17,200	17,200
10-4120-1830	Group insurance	44,027	54,700	57,958	63,635	63,635
10-4120-1835	Wellness	-	1,500	150	600	600
10-4120-1850	Unemployment	-	250	-	250	250
	<b>Personnel</b>	<b>422,546</b>	<b>472,500</b>	<b>465,261</b>	<b>495,585</b>	<b>495,585</b>
10-4120-1920	Attorney	22,615	55,000	36,592	50,000	50,000
10-4120-2000	Supplies	3,806	7,000	5,920	7,000	7,000
10-4120-3100	Travel/meetings/education	8,309	14,100	7,113	12,000	12,000
10-4120-3210	Telephone	7,500	8,500	7,700	8,500	8,500
10-4120-3250	Postage	1,618	3,000	1,405	2,500	2,500
10-4120-3290	Citizen communication	10,169	16,000	13,360	14,500	14,500
10-4120-3300	Utilities-Village Hall	9,922	12,400	10,018	12,400	12,400
10-4120-3340	Water & sewer	643	1,000	2,702	2,500	2,500
10-4120-3400	Print/copier	4,384	5,100	3,294	4,250	4,250
10-4120-3510	Bldg. & Landscaping maintenance	5,053	15,000	3,007	45,000	45,000
10-4120-3700	Advertising	4,100	5,000	4,980	5,000	5,000
10-4120-3900	Contract Services	19,083	35,000	22,941	35,000	35,000
10-4120-3910	Contract Services Tax Collection	30,513	37,000	32,480	36,000	36,000
10-4120-3920	Contract Services Board of Elections	-	20,000	25,710	-	-
10-4120-4400	Licenses & Support Agreements	6,484	6,100	6,391	7,000	7,000
10-4120-4500	Insurance & bonds	29,413	26,500	29,453	32,000	32,000
10-4120-4910	Dues and subscriptions	26,496	29,500	26,120	29,500	29,500
10-4120-4990	Non capital equipment	7,690	4,400	3,924	2,000	2,000
	<b>Subtotal</b>	<b>197,798</b>	<b>300,600</b>	<b>243,110</b>	<b>305,150</b>	<b>305,150</b>
	<b>TOTAL ADMINISTRATION</b>	<b>620,344</b>	<b>\$ 773,100</b>	<b>\$ 708,371</b>	<b>\$ 800,735</b>	<b>\$ 800,735</b>

*The Administration Department fully implements the goals, policies, and directives of the Governing Board in an effective and efficient manner and provides legal counsel. Finance, citizen communication and risk management are also included in the Administration Department.*

**GOALS AND OBJECTIVES:**

- Provide accurate and timely information to Council.
- Provide legal counsel and advice to the Governing Board and staff by an attorney on retainer to the Village.
- Continue to provide an open and transparent government and to engage citizens at all levels.
- Maintain high levels of professional accounting and financial reporting standards.
- Advance employee skills and knowledge-base through education and training.



**SALARIES: 5 FULL TIME POSITIONS**

- Manager
- Senior Administrator Assistant
- Clerk/Human Resources
- Finance Officer
- Marketing and Communication Director (50%)

**BENEFITS:**

- Group Insurance: Health, Dental and Vision (8% rate↑)
- Life Insurance- 1 x Salary
- Local Government Employees Retirement System 10.15% (14 % ↑)
- 401K- the Village matches employees’ contribution up to 5%

**ATTORNEY:**

The Village is required by general statute to appoint a Village attorney; the Village contracts with a firm to provide Legal counsel to the Board and staff.

**TRAVEL/MEETINGS/EDUCATION:**

The Village appropriates funds for employees to continue to advance their skills and knowledge base thru conferences and or classes. The Village also appropriates funds for the cost of meetings that necessary in the performance of their job. The following are a list of potential or past travel, which is subject to change.

<p>Manager</p> <ul style="list-style-type: none"> <li>ASU Local Government Alumni</li> <li>NCLM Conference</li> <li>Manager Conferences (2)</li> <li>Town Hall</li> <li>Host Manager Roundtable</li> <li>Host Sheriff’s Meeting</li> <li>ICMA Conference</li> <li>Chamber Lunch</li> <li>Meeting with NCDOT, Other Towns and other Village related meetings.</li> </ul> <p>Subject to Change</p>	<p>Clerk:</p> <ul style="list-style-type: none"> <li>Clerk Academy 2</li> <li>Regional Meetings</li> <li>NCLM Meetings</li> </ul> <p>Marketing &amp; Communication Director</p> <ul style="list-style-type: none"> <li>NC3C Conference</li> <li>NCAGIO Conference</li> <li>Social Media Class School of Government</li> </ul> <p>Finance Officer:</p> <ul style="list-style-type: none"> <li>Summer, Fall &amp; Spring FO Conference</li> <li>NC State Treasurers Meeting</li> <li>Update CAFR or GAAP</li> </ul>
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**CITIZEN COMMUNICATION:**

Provide open and transparent government and to engage the Village Citizens.

- 3<sup>RD</sup> year of Web page update \$8,500
- Constant Contact (email text blasts)
- Coffee with a Cop
- Calendars
- Brochures and other information items as needed



**BUILDING AND LANDSCAPING MAINTENANCE:**

- Generator Maintenance
- Landscaping
- HVAC Repairs and Service & Plumbing Repairs
- Replace carpet
- Paint Offices
- Vinyl wrap utility building
- Move Hot Water Heater

**CONTRACT SERVICES:**

This category contains various service contracts for the Village

- Janitorial Service at Village Hall- once a week
- Alarm monitoring and maintenance
- Pest control- once a month
- IT Services per hour as requested
- Code codification and internet subscription for Village Code of Ordinances
- Bank services such as positive pay, ACH control, remote deposit and online banking
- Driving records & background checks new employees
- Cloud hosting account and payroll software (new item)

**CONTRACT SERVICES TAX COLLECTION:**

- Forsyth County -1% of collections to bill and collect Village taxes.
- NCDMV- 5% for collection by tax and tag. The State passes thru any fee for credit card payments, therefore the 5% can vary from month to month depending on the charges for the credit card payments.

**LICENSES AND SUPPORT AGREEMENTS:**

- Smart Solutions- one hour of time and monitoring software and report for services and PC
- LOGIS –Accounting and Payroll Software quarterly
- LOGIS support while FO out
- Network Solutions-domain name
- Trend Software
- Email software
- Security Software
- SSL Certificate
- Warranty Server
- ASCAP (Music License)
- BMI (Music License)

**INSURANCE AND BONDS:**

In order to protect the Village of risks and meet statutory requirements, the Village carries the following insurance and bonds.

- General liability/Cyber liability and data compromise
- Property liability insurance
- Public officials' liability- covers elected officials
- Employment practice liability-Personnel issues
- Public official bond-Finance Office is required by State Statute to be bonded
- Workers compensation for administrative staff



**DUES AND SUBSCRIPTIONS:**

Funding to those agencies that support the Village of Clemmons with lobbying state legislation development, council and staff development and training, economic development and annual membership dues for the municipality.

North Carolina League of Municipalities	\$17,600	International Institute of Municipal Clerk	\$170
Piedmont Triad Regional Council	\$ 4,180	NC Association Municipal Clerk	\$70
School of Government	\$ 2,515	NC3C	\$ 50
ICMA Manager Association	\$ 925	NCAGIO	\$ 25
NC City County Association	\$ 280	Sam's	\$100
Government Finance Officer Association	\$ 190	Courier	\$20
NC Government Finance Officers Association	\$ 60	W-S Journal	\$234
NC Budget Association	\$ 50		

**NON –CAPITAL EQUIPMENT < \$5,000**

Miscellaneous



PUBLIC SAFETY APPROPRIATIONS						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
10-4300-2000	Supplies	\$ 524	\$ 2,100	\$ 574	\$ 2,100	\$ 2,100
10-4300-2510	Gas/Fuel	-	95	-	100	100
10-4300-2900	Non-capital equipment	-	1,500	-	1,500	1,500
10-4300-3210	Telephone	7,679	7,000	7,601	8,125	8,125
10-4300-3300	Utilities	2,046	2,700	2,638	2,800	2,800
10-4300-3510	Repairs & maintenance	2	750	34	750	750
10-4300-3900	Contract Services -Hustle	-	500	-	500	500
10-4300-3940	Cleaning Service	2,280	2,400	2,400	2,400	2,400
10-4300-4130	Rent/lease	14,400	14,400	14,400	14,400	14,400
10-4300-4500	Insurance	1,000	1,005	963	1,025	1,025
10-4300-6930	Contract Services Forsyth County	1,331,060	1,437,865	1,421,520	1,594,920	1,594,920
<b>TOTAL PUBLIC SAFETY</b>		<b>\$ 1,358,991</b>	<b>\$ 1,470,315</b>	<b>\$ 1,450,130</b>	<b>\$ 1,628,620</b>	<b>\$ 1,628,620</b>

*This department accounts for the community policing program that is provided by a contract with the Forsyth County Sheriff's Department*

**FORSYTH COUNTY SHERIFF'S DEPARTMENT GOALS AND OBJECTIVES:**

- Create a community that is safe.
  - This will be accomplished by meeting the law enforcement needs of Clemmons by contracting with the Forsyth County Sheriff's Department; the contract provides one Sergeant, two Corporals, one investigator and eleven deputies. The current year's budget reflects increases associated with the County's "mini-COPS" funding that ends 9/31/2020 for the new corporal position added int FY 2017-2015, adjusted full-time salaries and benefits, and increased costs for body worn cameras, Tasers, data storage and liability and workers comp insurance.

**THE VILLAGE PROVIDES THE FOLLOWING FOR FORSYTH COUNTY DEPUTIES LOCATED IN CLEMMONS:**

- Supplies-water, and office type supplies
- Non capital office equipment-bookshelves, shredder and printers etc.
  - Printer
  - Monitor
- Cell phones and 3 phone lines
- Electricity on the office space
- Janitorial services-once a week
- Rent of Office Space Neudorf
- Liability Insurance



PUBLIC WORKS APPROPRIATIONS						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
10-4500-1210	Salaries	\$ 390,052	\$ 488,060	\$ 473,502	\$ 495,470	\$ 495,470
10-4500-1215	Salaries Bulk Item	9,202	10,000	10,218	10,630	10,630
10-4500-1215	Salaries Leaf/Limb	37,204	44,040	35,627	44,600	44,600
10-4500-1810	FICA	32,206	41,465	39,680	42,130	42,130
10-4500-1820	Retirement expense	33,804	48,380	46,520	50,095	50,095
10-4500-1821	401K Match	15,232	23,880	18,079	20,630	20,630
10-4500-1830	Group insurance	106,743	132,900	131,140	153,840	153,840
10-4500-1835	Wellness	-	3,300	1,200	3,300	3,300
10-4500-1850	Unemployment	-	700	-	700	700
	<b>Personnel</b>	<b>624,443</b>	<b>792,725</b>	<b>755,966</b>	<b>821,395</b>	<b>821,395</b>
10-4500-2000	Supplies	7,578	15,000	12,310	15,000	15,000
10-4500-2010	Street signs/posts	2,966	8,000	7,292	9,000	9,000
10-4500-2120	Safety clothing & uniforms	15,122	19,600	16,116	19,000	19,000
10-4500-2510	Gas & fuel	17,920	21,000	17,232	21,000	21,000
10-4500-2511	Gas & fuel: Leaf & Limb	10,749	16,800	12,644	16,800	16,800
10-4500-2900	Non capital equipment	16,278	19,400	12,395	15,000	15,000
10-4500-3100	Travel/education/meetings	6,122	8,500	5,069	9,000	9,000
10-4500-3210	Telephone/internet	11,018	13,450	13,194	13,925	13,925
10-4500-3300	Utilities-street lights	95,393	99,000	97,405	100,500	100,500
10-4500-3310	Utilities-Village Yard	25,167	34,000	22,222	31,000	31,000
10-4500-3400	Print/Copier	-	550	879	900	900
10-4500-3510	Bldg. & Landscaping Maintenance	11,289	25,000	12,175	32,000	32,000
10-4500-3511	Landscaping NCDOT RofW & Ramps	-	2,000	1,250	2,000	2,000
10-4500-3520	Repairs & Maintenance	48,354	60,000	43,599	65,000	65,000
10-4500-3590	Street Repairs due to Utilities	7,060	5,000	2,700	5,000	5,000
10-4500-3900	Solid Waste & Recycling	1,019,967	1,104,950	1,066,238	1,134,500	1,134,500
10-4500-3970	Leaf/Limb Grass Disposal	5,580	9,000	7,382	9,500	9,500
10-4500-3990	Contract Services-General	41,010	18,000	18,000	20,000	20,000
10-4500-4400	Licenses & support agreement	8,910	7,450	7,262	7,750	7,750
10-4500-4500	Insurance	34,782	54,700	51,202	57,125	57,125
10-4500-4910	Dues and subscriptions	705	2,000	555	2,000	2,000
10-4500-4920	Professional Licenses	150	150	150	150	150
	<b>Subtotal</b>	<b>1,386,120</b>	<b>1,543,550</b>	<b>1,427,271</b>	<b>1,586,150</b>	<b>1,586,150</b>
	<b>TOTAL PUBLIC WORKS</b>	<b>\$ 2,010,563</b>	<b>\$ 2,336,275</b>	<b>\$ 2,183,237</b>	<b>\$ 2,407,545</b>	<b>\$ 2,407,545</b>

*The Public Works department is responsible for maintenance of public buildings and grounds, solid waste and recycling oversight, compliance with Federal and State mandates, streets lights, street signs, leaf, limb and grass program, state right of way maintenance.*



**GOALS AND OBJECTIVES**

- Continue to seek ways to improve efficiencies in operations
- Advance employee skills and knowledge-base through training and education
- Enhance and maintain Village Facilities
- Respond to any request the Council might have.
- Oversight of Village Projects

**SALARIES AND BENEFITS:**

<b>15 Full Time Positions 1 unfilled and unbudgeted</b>	<b>Public Works</b>	<b>Street</b>	<b>Stormwater</b>
Public Works Director and Village Engineer (1)	55%		45%
Senior Administrative Support Specialist (1)	100%		
Public Works Director of Operations (1)	100%		
Automotive Supervisor (1)	93%		7%
Automotive Mechanic (1)	93%		7%
Equipment Operator III (5)	83%	4%	13%
Equipment Operator I (2) 1 unfilled and unbudgeted	83%	4%	13%
Landscape Supervisor (1)	88%	4%	13%
Landscape Technician (2)	88%	4%	13%
<b>Total Salaries \$ 659,495</b>	<b>\$550,700</b>	<b>\$13,710</b>	<b>\$95,085</b>

**Benefits:**

- Employer Taxes
- Group Insurance- Health, Dental and Vision (Health Insurance 8% ↑)
- Life Insurance 1 x Salary
- Local Government Employees Retirement System 10.15% (14.5% ↑)
- 401K- The Village matches employee contribution up to 5%.

**SAFETY CLOTHING & UNIFORMS:**

- Clothing rental, cold weather outerwear, and rain gear
- Safety Shoes replace about 5 employees a year
- Safety vests, safety glasses, and gloves
- Random drug testing

**NON-CAPITAL EQUIPMENT < \$5,000**

- Upgrade automotive computer software (\$1,500)
- Replace weed eaters (\$2,000)
- New landscaping trailer (\$4,000)
- Miscellaneous (\$7,000)



**TRAVEL/ EDUCATION/ MEETINGS:**

- Employee Travel for training and or meetings: Public Works Director or Village manage approves all employee travel. Training may vary from year to year depending of offerings from NC Association of Public Works and NCDOT.
  - APWA conferences and or meeting
  - Engineer or surveying CPE

**TELEPHONE & INTERNET:**

- Telephone and internet service for public works
- Employees required to be on call 24/7; therefore, either a cell phone or cell phone reimbursement is provided to all Public Works Employees.

**UTILITIES STREET LIGHTS**

- Currently 984 Street lights
- Additional lights Market Center Drive 22

**SOLID WASTE AND RECYCLING:**

Promote a clean environment through garbage collection and recycling services. Once per year, the Village also sponsors a spring bulk-item event, allowing citizens the opportunity to dispose of bulky items normally not accepted in household trash collection.

Increase in rate is based on Water, Sewer, and Trash CPI, Not Seasonally Adjusted, All Areas Mar 3.2%

	Count FY 2019	Count FY 2020	Current Rate	Rate 7/1/20	Amount
Single Family Residential	6102	6252	\$10.46	\$10.79	\$809,510
Single Family Recycling	6130	6280	\$2.95	\$3.04	\$229,100
Condos & Townhomes Dumpster			\$3,858	\$4,085	\$49,020
Cardboard Recycling less rebate					\$4,500
Compactor extra household trash (this keeps increasing)					\$16,000
Bulk Item Pick up 1					\$21,000
Used Oil					\$250
City of Winston-Salem					\$250
Recycling, Plastic, Aluminum, Paper					\$5,000
Total					\$1,134,123

**REPAIRS AND MAINTENANCE:**

Repairs and Maintenance for 45 vehicles and equipment

**LEAF/LIMB DISPOSAL:**

Grass and leaf disposal

**CONTRACT SERVICES-GENERAL:**

On Call Technical Support Services for pavement management:

3-year total \$36,810; current year \$12,270.

Miscellaneous contracts



STREETS APPROPRIATION (POWELL BILL)						
Account #	Account Description	Actual FY 18-19	Budget FY 19-20	Est. Actual FY 19-20	Proposed FY 20-21	Approved FY 20-21
10-4510-1210	Salaries	\$ 8,278	\$ 10,505	\$ 6,571	\$ 6,860	\$ 6,860
10-4510-1220	Salaries-Snow Removal	9,271	12,000	-	3,425	3,425
10-4510-1230	Salaries-Street Sweeping	2,270	2,875	3,345	3,425	3,425
10-4510-1810	FICA	1,433	1,820	759	1,050	1,050
10-4510-1820	Retirement	1,493	2,120	885	1,395	1,395
10-4510-1821	401K Match	742	1,185	496	690	690
10-4510-1830	Group insurance	7,820	6,000	5,763	4,580	4,580
	<b>Personnel</b>	<b>31,307</b>	<b>36,505</b>	<b>17,819</b>	<b>21,425</b>	<b>21,425</b>
10-4510-1990	Surveying/Engineering	-	15,000	1,365	10,000	10,000
10-4510-2400	Drainage repairs-Streets	383	5,000	3,200	10,000	10,000
10-4510-2510	Gas and fuel	481	1,000	475	1,000	1,000
10-4510-2900	Traffic Control	6,950	15,000	12,143	15,000	15,000
10-4510-3510	Right of Way Maint. Village Streets	338	2,000	500	2,000	2,000
10-4510-3520	Repairs & Maintenance Equipment	337	2,000	500	2,000	2,000
10-4510-3570	Sidewalk Maintenance	-	50,000	50,000	50,000	50,000
10-4510-3590	Other Miscellaneous	-	500	-	500	500
10-4510-3600	Snow Removal	17,020	20,000	4,095	20,000	20,000
10-4510-5910	Street Patching & Repairs	38,611	56,000	8,534	50,000	50,000
10-4510-5920	Street Resurfacing & Paving	-	1,000,000	746,053	1,000,000	1,000,000
	<b>Subtotal</b>	<b>64,120</b>	<b>1,166,500</b>	<b>826,865</b>	<b>1,160,500</b>	<b>1,160,500</b>
	<b>TOTAL STREETS</b>	<b>\$ 95,427</b>	<b>\$ 1,203,005</b>	<b>\$ 844,684</b>	<b>\$ 1,181,925</b>	<b>\$ 1,181,925</b>

*The street department provides four primary services for the Village: roadway construction, street maintenance, right of way maintenance, and emergency response. These services include roadway and drainage repairs, construction project management and inspections, asphalt resurfacing, mowing and landscaping along public roadways, and emergency services such as snow removal, storm debris cleanup, and assistance to Sheriff and Fire departments in emergency street closures. The Village has 81.30 miles of streets.*

**GOALS AND OBJECTIVES**

- Maintain roads and sidewalks in good condition.
- Snow and ice control planning and servicing with the intent of providing the majority of Village residents with reasonable access to route within 24 hours of event



**RESTRICTED REVENUES ASSOCIATED WITH THIS DEPARTMENT:**

Powell Bill			\$ 511,790
Interest Powell Bill			\$ 6,500
	Actual	Estimated	Budget
	6/30/2019	6/30/2020	6/30/2021
Budgeted 6/30/2021			\$ 663,635
Restricted Fund Balance	\$ 2,136,537	\$ 1,838,346	\$ 1,174,711

**SALARIES & BENEFITS:**

SEE CHART UNDER PUBLIC WORKS

**TRAFFIC CONTROL:**

- Stop Signs
- Speed Limit Signs
- Post for signs
- Cones
- Traffic Calming Measures \$10,000

**STREET PATCHING & REPAIRS:**

Appropriates funds for pot hole patching and crack sealing. Measures that might prolong the life pavement on road before you have to resurface completely.

**RESURFACING AND PAVING:**

The Village, based on street survey and assessment of paving methods, will continue with resurfacing and paving Village streets; currently budgeted \$1,000,000.



For the Fiscal Year Ending June 30, 2021 **Planning & Zoning Appropriations**

<b>PLANNING AND ZONING APPROPRIATIONS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 19-20</b>	<b>Approved FY 19-20</b>
10-4910-1210	Salaries	99,472	101,100	89,870	103,650	103,650
10-4910-1810	FICA	7,355	8,050	6,823	7,930	7,930
10-4910-1820	Retirement expense	6,734	7,250	5,575	7,300	7,300
10-4910-1821	401K Match	4,344	4,050	2,908	3,570	3,570
10-4910-1830	Group Insurance	10,516	12,900	10,220	12,175	12,175
10-4910-1830	Wellness	-	300	300	300	300
10-4910-1850	Unemployment Expense	-	195	-	-	-
	<b>Personnel</b>	<b>128,421</b>	<b>133,845</b>	<b>115,696</b>	<b>134,925</b>	<b>134,925</b>
10-4910-1920	Contract Service Attorney	3,195	15,000	17,000	20,000	20,000
10-4910-2000	Supplies	321	1,500	500	1,500	1,500
10-4910-3100	Travel/education/meetings	1,181	3,500	3,000	3,500	3,500
10-4910-3210	Telephone	492	900	875	900	900
10-4910-3400	Printing	-	6,000	1,433	11,000	11,000
10-4910-3700	Advertising	1,897	5,000	500	5,000	5,000
10-4910-3930	Contract Services General	5,950	10,000	2,000	10,000	10,000
10-4910-3935	Contract Project Management	-	26,300	-	-	-
10-4910-3960	Contract Services Transportation	4,164	30,200	27,949	15,000	15,000
10-4910-3961	Transportation Committee	4,918	8,000	-	5,000	5,000
10-4910-3962	Transportation Study	-	100,000	-	200,000	200,000
10-4910-3963	Bike & Pedestrian Plan	-	50,000	-	50,000	50,000
10-4910-3970	Contract Services-Comp Plan	-	1,000	1,000	1,000	1,000
10-4910-3980	Contract Services-Site Plan Review	-	2,000	-	2,000	2,000
10-4910-4000	Farmers Market	4,629	6,000	6,000	-	-
10-4910-4010	Community Garden	1,241	1,500	1,058	1,500	1,500
10-4910-4400	Software License	3,414	2,100	2,100	850	850
10-4910-4500	Insurance Workers Comp	-	-	-	3,730	3,730
10-4910-4910	Dues and subscriptions	354	400	354	500	500
10-4910-4980	Non capital equipment	4,656	2,500	2,518	2,500	2,500
10-4910-6931	Contract Service-Enforcement	14,062	20,000	11,383	20,000	20,000
10-4910-6933	Matching Funds Home Program	2,000	2,000	2,000	2,000	2,000
10-4910-6940	Architectural Survey	750	1,000	1,000	1,500	1,500
	<b>Subtotal</b>	<b>53,224</b>	<b>294,900</b>	<b>80,670</b>	<b>357,480</b>	<b>357,480</b>
	<b>TOTAL PLANNING &amp; ZONING</b>	<b>181,645</b>	<b>428,745</b>	<b>196,366</b>	<b>492,405</b>	<b>492,405</b>

*The planning department assists elected and appointed officials in efforts to achieve the highest quality of life for current and future residents by promoting orderly growth and development; encouraging long range planning; promoting land use regulations the "best use" of our land resources; enforcement of our development and land use regulations and providing technical support to Planning Board and Zoning Board of Adjustment.*



**GOALS AND OBJECTIVES**

- Provide accurate and timely information to Council
- Complete Update of Clemmons Transportation Plan
- Update Unified Development Ordinances
- Advance employee skills

**PERSONNEL:**

- Planner
- Part time plan reviewer and code enforcement total hours 999 annually
- Intern

**PRINTING:**

- UDO updates
- Transportation plan

**CONTRACT SERVICE-GENERAL**

- Municipal Code Online
- Update UDO for New State Statute

**CONTRACT SERVICE-TRANSPORTATION:**

- Transportation Plan Update
- TIA Reviews
- Street Modification Review

**TRANSPORTATION COMMITTEE:**

Council appointed committee to update the Village Transportation Plan

**TRANSPORTATION STUDY AND BIKE AND PEDESTRIAN PLAN**

The Village applied and was approved for grant funding for transportation study of Kinnamon Road and a bike and pedestrian plan. These expenditures are offset by grant funding included in estimated revenues of \$200,000. These studies have a net cost of \$50,000.

**CONTRACT SERVICES-ENFORCEMENT:**

Inter local Contract with City-County Inspections for enforcement of Unified Development Ordinance.

**COMMUNITY GARDEN:**

Replace some of boards of boxes

**SOFTWARE LICENSE:**

- ARC GIS 2 Licenses



<b>CLEMMONS EVENTS &amp; MARKETING APPROPRIATIONS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
10-6000-1210	Salaries	24,855	31,300	30,913	<b>32,365</b>	<b>32,365</b>
10-6000-1810	FICA	1,897	2,395	2,364	<b>2,480</b>	<b>2,480</b>
10-6000-1820	Retirement expense	1,922	2,800	2,720	<b>3,175</b>	<b>3,175</b>
10-6000-1821	401K Match	1,240	1,565	1,520	<b>1,565</b>	<b>1,565</b>
10-6000-1830	Group Insurance		6,900	5,200	<b>5,700</b>	<b>5,700</b>
	<b>Personnel</b>	<b>29,914</b>	<b>44,960</b>	<b>42,717</b>	<b>45,285</b>	<b>45,285</b>
10-6000-6130	Clemmons Events	3,171	2,500	1,013	<b>2,500</b>	<b>2,500</b>
10-6000-6131	Movie Nights	5,985	6,800	5,542	<b>4,500</b>	<b>4,500</b>
10-6000-6132	Monster Dash & Goblin Hop	3,872	5,100	2,918	<b>5,000</b>	<b>5,000</b>
10-6000-6133	Dirty Dozen Post Race Bash	3,148	8,000	1,000	<b>6,000</b>	<b>6,000</b>
10-6000-6134	Other Events	1,359	2,500	1,541	<b>2,500</b>	<b>2,500</b>
10-6000-6135	Farmers Market	-	-	-	<b>6,000</b>	<b>6,000</b>
10-6000-6140	Tourism related	52,958	30,000	30,000	<b>30,000</b>	<b>30,000</b>
10-6000-6141	Tourism-Festival of Lights	25,398	26,000	25,945	<b>30,000</b>	<b>30,000</b>
	<b>Subtotal</b>	<b>95,891</b>	<b>80,900</b>	<b>67,959</b>	<b>86,500</b>	<b>86,500</b>
	<b>TOTAL CLEMMONS EVENTS &amp; MARKETING</b>	<b>125,805</b>	<b>125,860</b>	<b>110,676</b>	<b>131,785</b>	<b>131,785</b>

*This department promotes and manages Villages events and markets the Village.*

**GOALS AND OBJECTIVES**

- Promote community spirit and participation.
- Market and brand the Village as a place to visit and live.

This department is funded by County Levied Occupancy Tax, Sponsorships and Fund Balance.

- *Occupancy Tax Cultural Recreation* \$35,000
- *Occupancy Tax Tourism* \$60,000
- *Sponsorships Waste Management per Contract* \$ 3,000
- *Fund Balance Appropriated Restricted* \$33,286

**PERSONNEL**

- ½ of the Clemmons Marketing and Communications Director salaries.
- Temporary employee for farmers market

**CLEMMONS EVENTS:**

- Canva Subscription (used to create brochures, email blasts etc.)
- Magnets with events
- Video software

**MOVIE NIGHTS:**

- 2 Movie nights at YMCA, Screen rental & movies and advertising



**MONSTER DASH & GOBLIN HOP:**

- Totes and or t-shirts
- Advertising
- School Rental (Bathrooms)
- Golf Carts
- Deputies (2)

**DIRTY DOZEN POST RACE BASH:**

Our marketing director has decided best use of funds is to partner YMCA for events, this draws more people. A partnership helps divide cost up. These funds will be used for kids' games etc. in conjunction with the Dirty Dozen Race.

**OTHER EVENTS:**

- Lip sync
- Neighbors Helping Neighbors

**TOURISM RELATED:**

- Advertise and promote the Village as well as community events
- Discover Clemmons web hosting, promoting Village hotels and business
- Blog for discover Clemmons
- Forsyth Community-distributed to business in Clemmons, as well as rest areas in the State
  - Increased advertising here to incorporate advertising for hotels and event sponsorship.
- Replacement of Village of Clemmons banners, current ones showing wear.

**TOURISM- RELATED FESTIVAL OF LIGHTS:**

- Set up, decorate and take down Christmas Tree Village Hall
  - This year includes purchase of tree, them the following years will just have set up, take down and Storage.
- Tree lighting event
- Electricity Snowflakes on Light Poles
- Maintenance of Christmas decorations
- Purchase 5 Led Snowflakes
- Expansion of Clemmons Wonderland



<b>PARK AND RECREATION APPROPRIATIONS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
10-6120-1010	Greendale Park Maintenance	1,194	1,500	954	<b>1,500</b>	<b>1,500</b>
10-6120-1020	Lake & Greenway Maintenance	3,913	8,000	6,360	<b>8,000</b>	<b>8,000</b>
	<b>TOTAL PARKS &amp; RECREATION</b>	<b>5,107</b>	<b>9,500</b>	<b>7,314</b>	<b>9,500</b>	<b>9,500</b>

*This department accounts for the maintenance of Village Point Lake & Greenway as well as small pocket park on Greendale.*

**Greendale Park**

- Water & Electricity
- Stormwater Fee
- Weed Control

**Village Point Lake & Greenway**

- Fish Food
- Maintenance
- Entrance Maintenance
- Weed Control
- Stormwater Fee



<b>CAPITAL OUTLAY APPROPRIATIONS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
10-8110-4120	Capital Outlay Administration	701,280	50,550	53,983	-	-
10-8110-4500	Capital Outlay Public Works	313,567	382,800	280,700	14,000	14,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,014,847</b>	<b>433,350</b>	<b>334,683</b>	<b>14,000</b>	<b>14,000</b>
<b>MAJOR REPAIRS &amp; RENOVATIONS APPROPRIATIONS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
10-8140-1000	Major Repairs and Renovations Admin	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
10-8140-2000	Major Repairs and Renovations PW	-	-	-	12,000	12,000
<b>TOTAL MAJOR REPAIRS AND RENOVATIONS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>TRANSFERS TO CAPITAL PROJECTS</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
	Clemmons Match 158 Sidewalk &					
10-9840-9845	Tanglewood Greenway	5,207	476,700	150,000	150,000	150,000
10-9840-9849	Transfer to Market Center Dr	5,916	709,000	218,194	50,000	50,000
10-9840-9852	Transfer to Harper Rd Sidewalk	-	50,000	-	-	-
<b>TOTAL TRANSFERS TO CAPITAL PROJECTS</b>		<b>\$ 11,123</b>	<b>\$ 1,235,700</b>	<b>\$ 368,194</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

**CAPITAL OUTLAY:**

**PUBLIC WORKS:**

Brake lathe \$ 14,000  
 Total Public Works Capital Outlay \$ 14,000

**MAJOR RENOVATIONS & REPAIRS:**

**ADMINISTRATION**

Replace HVAC \$15,000

**PUBLIC WORKS:**

Replace HVAC 12,000  
 Total Major Renovations & Repairs: \$27,000



**STORMWATER UTILITY FUND**

The Stormwater Utility Fund supports the Clemmons Stormwater protection program as required by the Environmental Protection Agency’s Phase II Water Quality Act and Clemmons’ Stormwater Quantity Ordinance.

<b>STORMWATER UTILITY ESTIMATED REVENUES</b>						
<b>Account #</b>	<b>Account Description</b>	<b>Actual FY 18-19</b>	<b>Budget FY 19-20</b>	<b>Est. Actual FY 19-20</b>	<b>Proposed FY 20-21</b>	<b>Approved FY 20-21</b>
<b>ERU</b>		<b>13202</b>				
<b>Per ERU</b>		<b>\$5.00</b>			<b>\$5.00</b>	
67-3473-5100	Storm water Fee	\$ 776,585	\$ 785,125	\$ 776,718	\$ 971,250	\$ 971,240
67-3491-4100	Storm water Permits	5,558	6,000	2,110	5,000	5,000
67-3491-5100	Violation	500	-	-	-	-
67-3831-0000	Investment Earnings	41,725	45,500	31,173	17,000	17,000
67-3833-1000	Sponsorships	1,125	1,000	1,225	1,000	1,000
67-3835-0051	Charges for services	3,250	3,900	3,900	3,900	3,900
67-3835-0000	Sale of capital assets	50,000	25,000	-	-	-
	Subtotal	878,743	866,525	815,126	998,150	998,140
67-3991-0000	Fund Balance Appropriated	-	1,456,180	-	623,900	623,910
	<b>TOTAL STORM WATER REVENUES</b>	<b>\$ 878,743</b>	<b>\$ 2,322,705</b>	<b>\$ 815,126</b>	<b>\$ 1,622,050</b>	<b>\$ 1,622,050</b>

**STORMWATER FEE:**

- \$5.00 per equivalent residential unit per month; \$60 annually. The Village is suggesting a residential tier system, please see the fee schedule. The residential tier system reflects a more accurate reflection of impervious coverage in Clemmons residential community. Our residential equivalent unit is 3952, 50% of our households have 4000 or higher of impervious coverage. The nonresidential fee is \$60 per residential equivalent unit. impervious coverage that it has.

**STORMWATER PERMIT:**

- Fee for Stormwater facilities required by ordinance for new development or re development. This fee is adopted under a separate ordinance.



STORMWATER UTILITY APPROPRIATIONS						
Account #	Account Description	Actual	Budget	Est. Actual	Proposed	Approved
		FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21
67-4730-1210	Salaries	150,221	222,600	167,821	178,810	178,810
67-4730-1220	Salaries: Leaf & Limb	37,204	44,000	35,400	44,600	44,600
67-4730-1230	Salaries:Street Sweeping	2,754	4,300	4,975	3,425	3,425
67-4730-1810	FICA	13,628	20,725	19,798	17,355	17,355
67-4730-1820	Retirement	13,842	23,450	17,865	17,760	17,760
67-4730-1821	401K Match	8,228	13,100	9,592	8,750	8,750
67-4730-1830	Insurance	42,822	59,500	52,334	63,655	63,655
67-4730-1830	Wellness	-	900	600	900	900
67-4730-1850	Unemployment	-	475	-	435	435
	<b>Personnel</b>	<b>268,699</b>	<b>389,050</b>	<b>308,385</b>	<b>335,690</b>	<b>335,690</b>
67-4730-1990	Professional Services	10,128	50,000	47,154	50,000	50,000
67-4730-2000	Supplies	1,011	5,000	1,039	4,000	4,000
67-4730-2120	Safety & Uniforms	277	1,500	250	750	750
67-4730-2310	Public Education	7,099	8,000	7,500	12,405	12,405
67-4730-2320	Public Participation	2,177	2,500	2,228	2,500	2,500
67-4730-2510	Gas/fuel	2,949	3,200	2,459	3,200	3,200
67-4730-2511	Gas/fuel Leaf/Limb	10,750	15,000	12,644	14,000	14,000
67-4730-3100	Travel/Training	911	4,500	2,891	3,550	3,550
67-4730-3130	Illicit Discharge	1,844	1,500	1,500	1,500	1,500
67-4730-3210	Telephone	1,968	2,500	1,542	3,075	3,075
67-4730-3250	Postage	199	1,500	50	500	500
67-4730-3310	Utilities	637	1,000	690	1,000	1,000
67-4730-3400	Print/Copier	72	3,550	1,035	3,550	3,550
67-4730-3510	Building Maintenance	1,706	1,000	500	1,000	1,000
67-4730-3520	Equipment Maintenance	24,103	27,000	24,079	27,000	27,000
67-4730-3530	Drainage Maint/Good housekeeping	10,953	10,000	2,128	10,000	10,000
67-4730-3590	Community Clean-up	2,784	3,500	3,500	3,500	3,500
67-4730-3700	Advertising	304	-	204	500	500
67-4730-3900	Contract Services	860	3,000	632	3,000	3,000
67-4730-3910	Contract Services Billing	7,768	7,855	7,657	11,280	11,280
67-4730-3930	Leaf/limb Disposal	5,580	8,000	7,382	9,500	9,500
67-4730-3970	Waste Disposal & Landfill Fees	-	500	-	500	500
67-4730-4400	Licenses & Support	6,551	7,000	7,245	10,000	10,000
67-4730-4500	Insurance	9,466	15,100	9,466	18,600	18,600
67-4730-4900	Permits	860	1,200	860	1,000	1,000
67-4730-4910	Dues & Subscriptions	870	2,000	938	1,100	1,100
67-4730-4920	Professional License	75	350	225	350	350
67-4730-4970	Minor Capital Improvement	98,495	150,000	150,000	150,000	150,000
67-4730-4980	Non Capital Equipment	519	10,000	2,467	12,000	12,000
67-4730-4990	Miscellaneous	-	1,000	126	1,000	1,000
	Subtotal	210,916	347,255	298,391	360,360	360,360
	<b>Total Operating Expenditures</b>	<b>479,615</b>	<b>736,305</b>	<b>606,776</b>	<b>696,050</b>	<b>696,050</b>
	<b>Capital Outlay</b>					
67-8110-5000	Capital Outlay	244,183	510,000	332,485	241,000	241,000
67-8110-5010	Capital Improvement Plan	221,046	1,076,400	341,696	685,000	685,000
	<b>Capital Outlay</b>	<b>465,229</b>	<b>1,586,400</b>	<b>674,181</b>	<b>926,000</b>	<b>926,000</b>
67-9840-9800	Transfer to Market Center Dr	-	-	-	-	-
	Subtotal Transfers to other funds	-	-	-	-	-
	<b>TOTAL STORMWATER EXPENDITURES</b>	<b>944,844</b>	<b>2,322,705</b>	<b>1,280,957</b>	<b>1,622,050</b>	<b>1,622,050</b>



**Personnel:**

- Full time positions: 2 \$131,725
  - Stormwater Engineer
  - Stormwater Technician 2
  - Intern
- Allocated Salaries: \$99,745
  - 50% of leaf/limb grass service
  - 50% of street sweeping
  - 45% Public Works Director
  - 7% Mechanic

**Benefits:**

- Employer taxes
- Group insurance: Health, Dental & Vision
- Life insurance 1x salary
- Local Government Employee Retirement System 10.15% from 8.95%
- 401 K match

**Public Education:**

- Programs in Clemmons Schools
  - Coloring books, pencils, and games
- Banner at Southwest Athletics Field
- Booth at Community Day
- Village Events

**Licenses:**

- Trimble Desktop
- Arc Pad Positions mobile update (2)
- ESRI ArcGIS and Arc Pad (2)
- Additional ESRI license for watershed analysis
- AutoCAD multi- year Increase for this year but total per year less than annual subscription

**Non-capital < \$5000**

- Survey Equipment

**Capital Outlay:**

- Re allocate wash bay \$163,000
- Replace roof and do overhang \$78,000

**Capital Improvement Plan:**

- Mendelssohn CIP \$275,000
- Greenbrook \$240,000
- Breckingridge \$85,000
- Glengarriff \$ 85,000



**FEE SCHEDULE JULY 1, 2021 Exhibit A**

The following fee schedule is adopted for the fiscal year beginning July 1, 2020 and ending June 30, 2021. The Village Manager shall have the authority to set a fee not otherwise listed and shall have authority to make interpretations of any fee listed on this schedule.

**Administration, Finance, and All Department**

Sunshine List	\$10.00
Clemmons Code of Ordinances view or purchase	<a href="http://www.amlegal.com/clemmonsnc">www.amlegal.com/clemmonsnc</a>
Clemmons Unified Development Ordinances view or purchase	<a href="https://library.municode.com/nc/clemmons/codes/unified_development_code">https://library.municode.com/nc/clemmons/codes/unified_development_code</a>
Copies in excess of 5 pages	\$00.10 a page
Color copies in excess of 5 pages	\$00.20 a page
Copy of Blue Print or Site Plan	Cost
Returned Check Fee	\$36.00
Street & Alley Closing Application	\$50.00

**Public Safety and Public Works**

Residential Driveway Permit (New/Reconstruction (inspection required))	\$40.00/\$20.00
Commercial Driveway Permit (inspection required)	\$100.00
False Alarms	Per separate ordinance
Parking Ticket	Per separate ordinance

**Code Enforcement Rates:** Minimum charge one hour

Message Board	\$12.00 per hour
Backhoe	\$55.00 per hour
Loader	\$100.00 per hour
Tandem Dump Truck	\$60.00 per hour
Single Axle Dump Truck	\$45.00 per hour
Tub Grinder	\$95.00 per hour
Tractor with side mower	\$95.00 per hour
Tractor with flail mower	\$65.00 per hour
Zero turn mower	\$35.00 per hour
Weed eater	\$10.00 per hour
Chain saw	\$10.00 per hour
Street Cleaning	Cost
Street Sweeper	\$100.00 per hour + fuel
Administration	\$50.00 per hour
Labor including benefits	\$25.00 per hour



**STORM WATER FUND**

	<b>SW Utility Rate</b>
<b>Rate</b>	\$5.00 /\$60.00
<b>ERU</b>	3952

<b>Residential Tiers</b>	<b>Lower Range</b>	<b>Upper Range</b>	<b>Scaling Factor</b>	<b>ERU Fee</b>	<b>Units</b>	<b>Revenue</b>
<b>1</b>	0	2000	0.95	\$ 57.00	733	\$ 41,781.00
<b>2</b>	2001	4000	1	\$ 60.00	2625	\$ 157,500.00
<b>3</b>	4001	6000	1.5	\$ 90.00	2469	\$ 222,210.00
<b>4</b>	6001	infinite	2	\$ 120.00	957	\$ 114,840.00
<b>Non Residential</b>				Per ERU	# ERU	
Non Residential				\$ 60.00	7371	

Stormwater Permit fees adopted under separate ordinance.



**CLEMMONS PLANNING FEE SCHEDULE\***

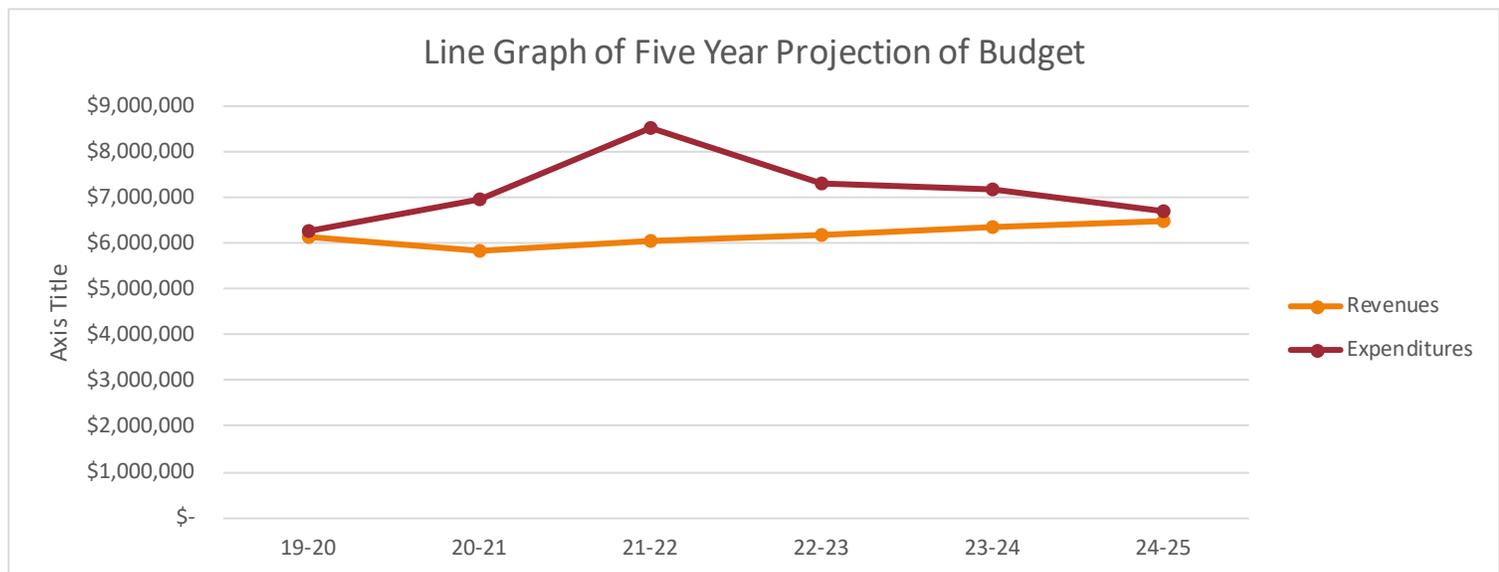
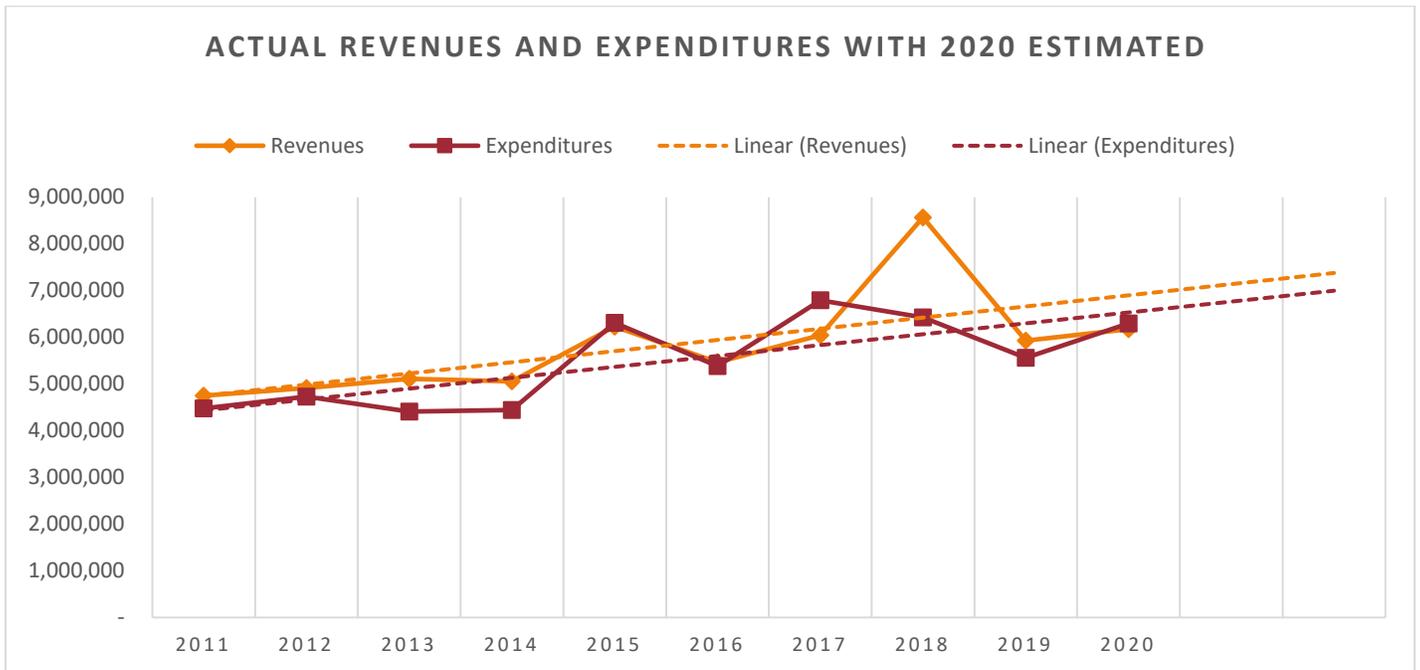
[www.clemmons.org/167/Planning-Department](http://www.clemmons.org/167/Planning-Department)

CATEGORY	ACREAGE					
	0-10		10.1 -25	25.1 -50	50.1 -100	100.1+
	2 or less	2.1 - 10				
<b>REZONINGS &amp; SUBDIVISIONS</b>						
SPECIAL USE ZONING (except MX-S or MRB-S) or SPECIAL USE PERMIT	\$1,000	\$2,000	\$2,500	\$3,000	\$3,500	\$3,500 + \$25 per additional acre
GENERAL USE ZONING (except C)	\$1,000	\$1,200	\$1,300	\$1,400	\$1,500	\$1,500 + \$25 per additional acre
SITE PLAN AMENDMENT	\$1,000	\$1,500	\$2,000	\$2,500	\$3,000	\$3,000 + \$25 per additional acre
MULTIFAMILY	\$1,000	\$1,500	\$1,750	\$2,000	\$2,250	\$2,250 + \$100 per additional acre
	<b>0-10</b>					
MX-S or C (Campus)	\$2,500		\$3,500	\$4,500	\$6,000	\$6,000 + \$100 per additional acre
MRB-S	\$7,500		\$20,000	\$20,000	\$25,000	\$25,000 + \$250 per additional acre
FINAL DEVELOPMENT PLAN	\$1,000		\$1,500	\$2,000	\$2,500	\$2,500 + \$50 per additional acre
PLANNING BOARD REVIEW	\$500		\$750	\$1,000	\$1,250	\$1,250 + \$25 per additional acre
<b>MINOR CHANGES</b>						
Single Family Residential under 25 acres					\$25	
Single Family Residential 25 acres or greater					\$200	
Multifamily/Commercial/Industrial/Institutional under 3 acres					\$200	
Multifamily/Commercial/Industrial/Institutional 3 acres or greater					\$400	
<b>OVERLAY APPROVAL FEES</b>				\$50		
<b>ZONING TEXT AMENDMENT</b>						
All		\$1,500	<b>MAJOR SUBDIVISION</b> \$1,750 per lot + 30 per lot			
<b>TIA REVIEW</b>			<b>MINOR SUBDIVISION</b> \$125 per lot			
Site that require TIA review		\$150 per hour	<b>NON-RESIDENTIAL PLAT APPROVAL</b> \$125 per lot			
			<b>FINAL PLAT APPROVAL</b>			
			1-5 lots		\$125	
			6-20 lots		\$250	
			21-50 lots		\$500	
			51+ lots		\$750	

\* Fees may cover the costs of proper notification procedures per applicable laws



TREND ANALYSIS



NORTH CAROLINA     )  
  )  
FORSYTH COUNTY     )

**INTERLOCAL AGREEMENT**

This **INTERLOCAL AGREEMENT** dated and effective as of July 1, 2020 (this “Agreement”), between Forsyth County, North Carolina, a political subdivision of the State of North Carolina (the “County”) and the Village of Clemmons, North Carolina, a municipal corporation organized under the laws of the State of North Carolina (the “Village”);

**WITNESSETH**

**WHEREAS** under Article 20 of Chapter 160A of the North Carolina General Statutes, municipalities and counties are authorized to enter into interlocal cooperation undertakings with other local governments for the joint exercise of any power, function, public enterprise, right, privilege, or immunity of local governments in North Carolina; and

**WHEREAS** the Village desires to have the County, acting through the Forsyth County Sheriff’s Office, provide law enforcement officers assigned to keep the peace, enforce the criminal laws of the State of North Carolina and criminal ordinances of the Village, and maintain order in the Village;

**NOW, THEREFORE**, the parties hereto agree as follows:

**1. Service.** The County shall provide the Village with Forsyth County Sheriff’s Office deputies and staff assigned by the Sheriff to the Village (“Assigned Deputies”) as set forth in Exhibit A. Assigned Deputies shall perform law enforcement duties within the Village, patrolling the Village, answering calls for service, conducting general security checks, providing information and education to the public, interacting with residents and visitors, and performing other duties associated with community policing within the Village. Any additional services requested by the Village may not take place unless approved in writing by the Sheriff prior to such service beginning.

**2. Scope of Service.** Assigned Deputies shall serve the Village on a full-time basis. Notwithstanding anything to the contrary herein, the Assigned Deputies have a duty to provide law enforcement within all of Forsyth County, and circumstances may arise where the Sheriff determines it necessary to reassign temporarily one or more Assigned Deputies from the Village in order to meet such needs or to respond to an emergency or mutual aid request. At all times, the Assigned Deputies shall be employees of the Forsyth County Sheriff’s Office and shall be under the control of, and subject to, the Sheriff. Assigned Deputies shall not be employees of the Village or subject to the control of the Village.

**3. Term.** This agreement shall commence July 1, 2020, and terminate June 30, 2023, unless terminated earlier. Each year of service shall begin on July 1 and end

on June 30 of the subsequent year. Either party may terminate this Agreement by providing 90-days' written notice to the other party.

**4. Consideration.** The Village shall reimburse the County for the cost of all Services provided by the County on a quarterly basis. Such costs shall include, but not be limited to, all categories of costs set forth in Exhibit B.

**5. Payment Due Date.** Within 30 days of the end of each quarter, the Village shall pay the County for Services for the prior quarter. For the first three quarters of each year of service, the Village shall pay one-quarter of the estimated annual cost of service, as set forth in Exhibit B for the first year of service, and as shall be set forth in Exhibit C for the second year of service and Exhibit D for the third year of service. For the final quarter of each year, the County shall reconcile all costs actually incurred by the County to provide Services to the Village and shall send an invoice to the Village for the balance due. The Village shall pay the County within 30 days of the date of the invoice. The Village's obligation to pay this final invoice shall survive termination of this agreement. In the event of a termination of this agreement before the expiration of the annual term, the County shall prepare an invoice with a reconciliation of all costs incurred as of the termination date, and the Village shall reimburse the County for such costs within 30 days of the date of the invoice from the County. Notwithstanding anything to the contrary herein, the Village shall pay the County the full amount listed in Exhibits B, C, or D under "Claims" for each year of service, and the County shall not reconcile this amount with the actual County costs for worker's compensation, disability, litigation, damages, or other costs attributable to or caused by an Assigned Deputy.

**6. Estimate Annual Cost of Service.** Exhibit B is the estimated cost of service for the year of service ending June 30, 2021. By March 31, 2021, the County shall provide the Village with Exhibit C, the cost of service for the second year of service, and by March 31, 2022, the County shall provide the Village with Exhibit D, the cost of service for the third year of service.

**7. Insurance.** The County shall provide professional liability coverage for Assigned Deputies.

**8. Amendment.** This Agreement may be amended in writing by the Village and the County.

**9. Severability.** If any section of this Agreement is deemed to be illegal or otherwise unenforceable, it is the intent of the parties hereto that all other provisions of this Agreement shall remain in full force and effect.

**10. Governing Law.** This Agreement is to be governed by and interpreted in accordance with the laws of the State of North Carolina, with the exception that conflicts of laws provisions shall not apply.

**11. Notice.** All notices permitted or required to be given by one party to the other party shall be addressed and delivered in writing as follows:

**For the County:**

J. Dudley Watts, Jr.  
Forsyth County Manager  
201 North Chestnut Street  
Winston-Salem, NC 27101  
With Copy to:  
Randy C. Hunsucker  
Forsyth County Sheriff's Office Business Manager  
301 North Church Street  
Winston-Salem, NC 27101

**For the Village:**

Scott Buffkin  
Village of Clemmons Village Manager  
3715 Clemmons Road  
Clemmons, NC 27012

**12. Execution in Multiple Counterparts.** This Agreement may be executed in multiple counterparts, each of which constitutes a completed document.

**13. Exhibits.** Exhibits A and B, attached hereto, are incorporated herein by reference. Exhibit C, the estimated cost of service for the second year of service, and Exhibit D, the estimated cost of service for the third year of service, shall also become incorporated herein by reference by July 1, 2021, and July 1, 2022, respectively. Exhibits C and D shall be provided to the Village at least 90 days in advance of the applicable year of service.

**IN WITNESS WHEREOF**, the Mayor of the Village and the Chairman of the Forsyth County Board of Commissioners have each executed this Interlocal Agreement to evidence the agreement of the parties hereto and the Village Clerk and the Clerk to the Board of County Commissioners have affixed the seal of the Village and the County, as applicable, to this Interlocal Agreement.

**Village of Clemmons, North Carolina**

**Forsyth County, North Carolina**

By: \_\_\_\_\_  
John Wait, Mayor

By: \_\_\_\_\_  
David Plyler, Chairman

Attest:

Attest:

\_\_\_\_\_  
Lisa Short, Village Clerk

\_\_\_\_\_  
Ashleigh Sloop,  
Clerk to the Forsyth County  
Board of Commissioners

[SEAL]

[SEAL]

EXHIBIT A

ASSIGNED DEPUTIES

<b>Pos#</b>	<b>Position Title</b>	<b>Wrk Wk</b>	<b>Yrly Hrs</b>
1017	Deputy Sheriff II	42.50	2,210.00
1018	Deputy Sheriff II	42.50	2,210.00
1232	Deputy Sheriff I	42.88	2,229.76
1236	Deputy Sheriff I	42.88	2,229.76
1492	Corporal	42.88	2,229.76
1623	Deputy Sheriff I	42.50	2,210.00
8042	Deputy Sheriff I	42.88	2,229.76
8049	Deputy Sheriff I	42.88	2,229.76
8113	Deputy Sheriff I	42.88	2,229.76
8167	Deputy Sheriff I	42.50	2,210.00
8170	Corporal	42.88	2,229.76
8557	Deputy Sheriff I	42.88	2,229.76
9005	Deputy Sheriff II/"Investigator"	42.50	2,210.00
9501	Deputy Sheriff II	42.88	2,229.76
9526	Sergeant	42.50	2,210.00
	<b>Total: 15 positions</b>		

EXHIBIT B

ESTIMATED ANNUAL COSTS

<b>VILLAGE OF CLEMMONS</b>				
<b>COSTS FY 2020-2021</b>				
<b>DIRECT COSTS</b>	<b>Total for FY 2020-2021</b>	<b>Payable by County of Forsyth</b>	<b>Payable by FCSO</b>	<b>Payable by Clemmons</b>
Salary (1 Sgt., 2 Cpl., 1 Inv., 11 Deputies)	\$ 757,360 <sup>1</sup>	\$ 23,960	\$ -	\$ 733,400
Overtime (Training Related)	\$ 22,060	\$ -	\$ -	\$ 22,060
Standard Fringe Benefits	\$ 314,030	\$ 13,406	\$ -	\$ 300,624
Separation Allowance	\$ 66,260	\$ 2,037	\$ -	\$ 64,223
Law Enforcement 401(k)	\$ 38,980	\$ 1,198	\$ -	\$ 37,782
OPEB	\$ 12,450	\$ -	\$ -	\$ 12,450
Teleprocessing/On-Line Services	\$ 43,910	\$ -	\$ -	\$ 43,910
Insurance Premiums	\$ 7,500	\$ -	\$ -	\$ 7,500
Training & Conference	\$ 880	\$ -	\$ -	\$ 880
Office Supplies	\$ 1,000	\$ -	\$ -	\$ 1,000
Small Equipment	\$ 9,810	\$ -	\$ -	\$ 9,810
Uniforms	\$ 7,140	\$ -	\$ -	\$ 7,140
Books, Subscriptions & Media	\$ 500	\$ -	\$ -	\$ 500
Operating Supplies/Equip. Repairs	\$ 2,340	\$ -	\$ -	\$ 2,340
Claims	\$ 50,000	\$ -	\$ -	\$ 50,000
Memberships & Dues	\$ 20	\$ -	\$ -	\$ 20
Emergency Vehicles	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -
<b>Total Direct Costs</b>	<b>\$ 1,334,240</b>	<b>\$ 40,600</b>	<b>\$ -</b>	<b>\$ 1,293,640</b>
<b>INDIRECT COSTS</b>	<b>Total Indirect Costs</b>	<b>Payable by County of Forsyth</b>	<b>Payable by FCSO</b>	<b>Payable by Clemmons</b>
Fleet Operating - 15 vehicles 263,966 X \$0.43 per mile	\$ 105,940	\$ -	\$ 7,568	\$ 105,940
Fleet Capital Recovery - 15 vehicles (Est. \$26,000 base vehicle; \$15,472 standard equipment (except investigator); 5 yr life, and; \$4,000 surplus value)	\$ 109,330	\$ -	\$ -	\$ 109,330
<b>Total Indirect Costs</b>	<b>\$ 215,270</b>	<b>\$ -</b>	<b>\$ 7,568</b>	<b>\$ 215,270</b>
<b>ADMINISTRATIVE COSTS</b>	<b>Total Admin Costs</b>	<b>Payable by County of Forsyth</b>	<b>Payable by FCSO</b>	<b>Payable by Clemmons</b>
FCSO Administrative Fee	\$ 86,010	\$ -	\$ -	\$ 86,010
<b>TOTAL ANNUAL COST</b>	<b>\$ 1,635,520</b>	<b>\$ 40,600</b>	<b>\$ 7,568</b>	<b>\$ 1,594,920</b>
1- County's mini-COPs ends 9/31/2020 for new corporal position added in FY2018.				
County's mini-COPs ends 1/1/2022 for new deputy position added 1/1/2020.				

Payment Due:      October 15, 2020                      \$398,730

   January 15, 2021                      \$398,730

   April 15, 2021                      \$398,730

   Final Quarterly Payment due per Section 5.

Ordinance Number 2020-01

ORDINANCE AMENDING ORDINANCE  
TO AUTHORIZE THE DECLARATION OF A  
STATE OF EMERGENCY

WHEREAS, NCGS 166A-19.22 authorizes the declaration of a local state of emergency for any emergency as defined in G.S. 166A-19.3(6), and G.S. 166A-19.31 empowers the governing body of municipalities to enact ordinances to permit the imposition of certain prohibitions and restrictions during a state of emergency;

WHEREAS, the governing body may delegate to the mayor the authority for such declaration and also to impose those prescribed and authorized prohibitions and restrictions appropriate at a particular time;

WHEREAS, the Clemmons Council deems it necessary, for planning purposes, to adopt the authorized prohibitions and restrictions as set forth per G.S. 166A-19.31 and further enumerated below and to activate such portions, or all, of the prohibitions and restrictions as deemed necessary by the mayor, or the governing body, in order to react and more effectively protect the community's health, safety, and welfare needs of the people within the Village;

NOW, THEREFORE, BE IT RESOLVED THAT Chapter 33 of the Clemmons Code of Ordinances is hereby amended to read as follows:

§ 33.01 DEFINITIONS.

“Emergency” means: “An occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military, paramilitary, terrorism, weather-related, public health, explosion-related, riot-related cause, or technological failure or accident, including, but not limited to, a cyber incident, an explosion, a transportation accident, a radiological accident, or a chemical or other hazardous material incident.”

“State of Emergency” means: “A finding and declaration, in accordance with the N.C. Emergency Management Act, that an emergency exists.”

§ 33.02 PROHIBITIONS AND RESTRICTIONS.

The Mayor or the Village Council shall have the authority to determine and proclaim the existence of a State of Emergency and to impose any of the prohibitions and restrictions allowed under the N.C. Emergency Management Act, including the following prohibitions and restrictions or such other prohibitions and restrictions that may be allowed under the N.C. Emergency Management Act, as amended from time to time:

- (1) Of movements of people in public places, including any of the following:
  - a. Imposing a curfew.
  - b. Directing and compelling the voluntary or mandatory evacuation of all or part of the population from any stricken or threatened area within the governing body's jurisdiction.
  - c. Prescribing routes, modes of transportation, and destinations in connection with evacuation.
  - d. Controlling ingress and egress of an emergency area, and the movement of persons within that area.
  - e. Providing for the closure, within the emergency area, of streets, roads, highways, bridges, public vehicular areas, or other areas ordinarily used for vehicular travel, except to the movement of emergency responders and other persons necessary for recovery from the emergency.
- (2) Of the operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate.
- (3) Upon the possession, transportation, sale, purchase, and consumption of alcoholic beverages.
- (4) Upon the possession, transportation, sale, purchase, storage, and use of gasoline, and dangerous weapons and substances, except lawfully possessed firearms or ammunition.
- (5) Upon other activities or conditions, the control of which may be reasonably necessary to maintain order and protect lives or property during the State of Emergency.

Upon the Mayor's declaration of a State of Emergency, an emergency meeting of the Council shall automatically be called and proper notice given.

### § 33.03 LIMITATION OF PROHIBITIONS AND RESTRICTIONS.

(A) The Mayor or Village Council is authorized to limit the application of prohibitions and restrictions to any area specifically designated and described within the village and to specific hours of the day or night; and to exempt from prohibitions and restrictions police officers, firefighters, doctors, nurses, and such other classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health, and welfare needs of the people within the village.

(B) A declared state of emergency shall take effect immediately upon the issuance of the proclamation unless otherwise stated in the proclamation. The Mayor or Village Council shall immediately report the substance of applicable prohibitions and restrictions to the mass communications media.

§ 33.04 TERMINATING OR AMENDING STATE OF EMERGENCY.

A State of Emergency and any prohibitions or restrictions imposed thereunder shall be terminated as soon as circumstances warrant by the official or officials who imposed the State of Emergency or the prohibitions or restrictions. The Mayor shall terminate any State of Emergency declared by the Mayor or any prohibitions or restrictions imposed by the Mayor when directed to do so by the Village Council.

RESOLVED AND ADOPTED, this the 26th day of May, 2020.

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John L. Wait  
Mayor

ATTEST:

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Lisa M. Shortt, NCCMC  
Village Clerk