



Budget Message
For the Year Ending June 30,

2018

Approved June 12, 2017

Approved June 12, 2017

Presented: May 22, 2017

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, 2017 and ending June 30, 2018 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 increases in the tax rate or 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, we are confident that it will allow the Village to meet its obligations, fulfill its goals, and remain fiscally strong.

On June 12, 2017 the Village Council will hold a public hearing on the fiscal year ending June 30, 2018 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.

OVERVIEW

The total operating budget for the two major funds are:

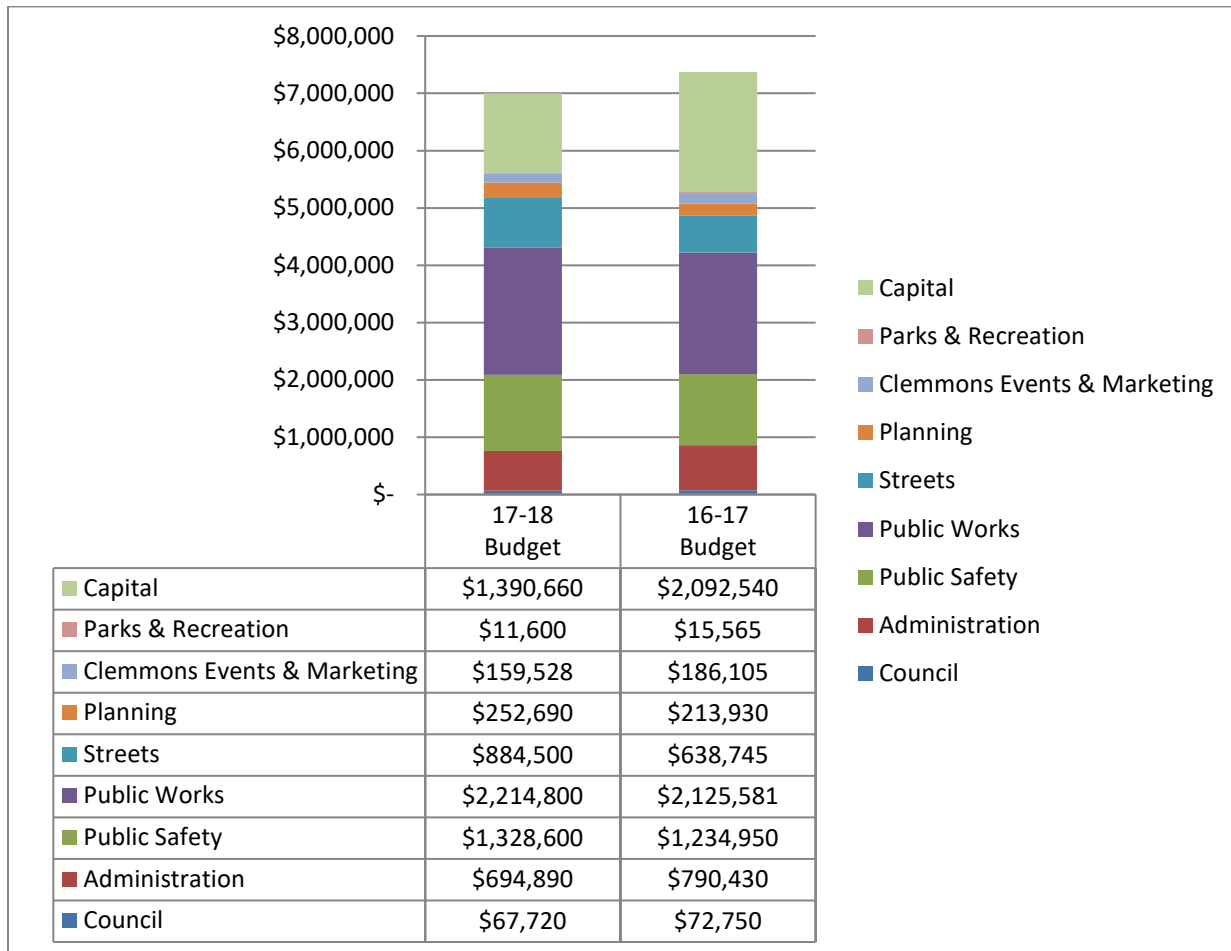
General Fund	\$ 7,004,988
Stormwater Fund	<u>\$ 1,561,100</u>
Total Major Funds	\$8,563,088

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.

The Village continues to be a desirable area for residents and businesses alike; therefore we are focusing on services and construction and maintenance of infrastructure.

We attempt to maintain a responsible budget with each expenditure scrutinized to assure public value for the resources expended. The table on the following graph summarizes the expenditures in the General Fund which reflects a 5% decrease when compared to the amended FY 16-17 budget.



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 under capital outlay and transfers.

The budget includes expenditures for new facilities and major repairs for current facilities. These items are intended to prevent maintenance problems in the future and or provide increased efficiencies. The budget also includes the continuing efforts of the Village to create connector roads along Lewisville-Clemmons Road; this was a priority in the Village Transportation Plan and the Lewisville-Clemmons Road Overlay Committee.

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 planned future uses for these funds.

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 2017-18 we propose an appropriation of \$1,460,488 of fund balance to be used as follows.

Capital Projects	\$ 633,820
Capital Projects restricted for streets	\$ 368,000
Capital Outlay see detail under capital outlay & transfers (756,840)	\$ 411,140
Clemmons Events	
Restricted Cultural, economic and recreation	\$ 7,878
Restricted tourism	<u>\$ 39,650</u>
	\$1,460,488

REVENUES

For Fiscal Year 2017-18, 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 \$ 2,191,202,877 yielding an estimated \$2,500,300 in revenue. This is a re-assessment year for Forsyth County and the revenue neutral tax rate would be \$0.1089.

County shared revenues (sales tax and occupancy tax); state shared revenues (utilities sales tax, beer & wine, Powell bill, and solid waste tax) and ABC distribution increased by 1.00%.

ENTERPRISE FUNDS

In addition to the General Fund covering all typical government operations the Village of Clemmons operates one enterprise fund; the Stormwater 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 is \$5.00 per equivalent residential unit per month, \$60.00 annually.

The Stormwater budget supports the Clemmons Stormwater Management Program. The two major program components include: 1) the Environmental Protection Agency's (EPA) Phase II Water Quality Act and, 2) Clemmons' Stormwater 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' Stormwater Quantity Ordinance. The major capital improvement project for FY 2017/18 is located on Springside Drive. Quantity capital improvements are prioritized by the Stormwater Advisory Board and approved by the Village Council on an annual basis.

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.

The economic times in which we all live make 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,

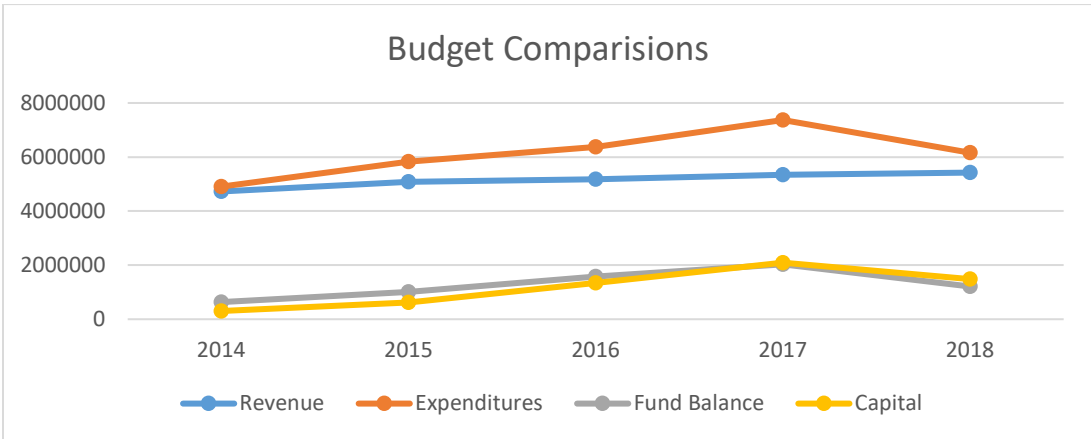
W. Scott Buffkin
Village Manager

**VILLAGE OF CLEMMONS
BUDGET MESSAGE FOR FISCAL YEAR ENDING JUNE 30, 2018**

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AccountDesc	15-16	16-17	16-17	17-18	17-18	%
	Actual	Est. Actual	Budget		Approved	
Revenues						
Ad Valorem Taxes	2,330,796	2,355,025	2,322,050	2,517,400	2,517,400	
Other Taxes	2,775	2,775	2,250	2,775	2,775	
Unrestricted Intergovernmental	2,215,330	2,230,842	2,206,685	2,230,300	2,230,300	
Restricted Governmental	642,380	750,639	738,000	735,000	735,000	
Permits & fees	59,546	49,732	39,575	31,525	31,525	
Investment earnings	17,019	19,467	15,000	20,000	20,000	
Donations & Sponsorship	2,650	5,450	4,950	7,500	7,500	
Other Revenue	52,958	18,066	12,546	-	-	
Total Revenue before Fund Balance App	5,323,454	5,431,996	5,341,056	5,544,500	5,544,500	4%
Total Fund Balance Appropriated	-	-	2,029,540	1,460,488	1,460,488	
Total Revenues	5,323,454	5,431,996	7,370,596	7,004,988	7,004,988	-5%
Expenditures						
Council	62,450	60,589	72,750	67,720	67,720	
Administration	662,459	716,085	790,430	694,890	694,890	
Public Safety	1,111,617	1,226,214	1,234,950	1,328,600	1,328,600	
Public Works	1,900,412	1,971,152	2,125,581	2,214,800	2,214,800	
Streets	403,615	463,529	638,745	884,500	884,500	
Planning	127,046	125,021	213,930	252,690	252,690	
Clemmons Events & Marketing	127,820	157,562	186,105	159,528	159,528	
Parks & Recreation	5,761	9,080	15,565	11,600	11,600	
Subtotal	4,401,179	4,729,232	5,278,056	5,614,328	5,614,328	6%
Capital Outlay	727,031	918,456	1,100,500	681,840	681,840	
Major Repairs	-	25,532	30,000	75,000	75,000	
Transfers	42,389	95,360	962,040	633,820	633,820	-34%
Subtotal Capital and Transfers	769,420	1,039,348	2,092,540	1,390,660	1,390,660	
Total Expenditures	5,170,599	5,768,580	7,370,596	7,004,988	7,004,988	-5%
<i>Revenues over (under) Expenditures</i>	152,855	(336,584)	-	(1,460,488)	(1,460,488)	
Restricted Fund Balance Streets	1,341,821	58,656	(487,045)	(368,000)	(368,000)	
Committed Payment in lieu	5,911	6,295				
Restricted Fund Balance Occupancy	46,208	5,697	(43,655)	(7,878)	(7,878)	
Restricted Fund Balance Tourism	200,405	(52,881)	(41,500)	(39,650)	(39,650)	
Fund Balance Appropriated	5,048,691	(542,755)	(1,457,340)	(1,044,960)	(1,044,960)	
Total Fund Balance Appropriated		(524,988)	(2,029,540)	(1,460,488)	(1,460,488)	



ESTIMATED GENERAL FUND REVENUES

Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Changed
Ad Valorem						
Taxes-Ad Valorem Prior Years	11,461	11,950	11,000	11,000	11,000	
Taxes -Ad Valorem Current	2,087,489	2,120,774	2,083,950	2,262,700	2,262,700	
Taxes-Motor Vehicles-Current	224,666	228,000	223,300	237,600	237,600	
Tax Refund/Releases	(590)	(700)	-	-	-	
Interest Prior	2,506	3,271	2,200	2,500	2,500	
Interest-Current Year	5,264	3,680	1,600	3,600	3,600	
Subtotal Ad Valorem	2,330,796	2,355,025	2,322,050	2,517,400	2,517,400	8%
Other Taxes and Licenses						
Gross Receipts Tax Leases	2,775	2,775	2,250	2,775	2,775	
Subtotal Other Taxes	2,775	2,775	2,250	2,775	2,775	23%
Unrestricted Intergovernmental Revenue						
Sales Tax Natural Gas	30,980	25,714	19,000	22,500	22,500	
Electricity Sales Tax	713,064	704,390	768,500	710,000	710,000	
Sales Tax Telecommunication	88,443	73,476	56,000	68,000	68,000	
Sales Tax Video Programming	192,155	195,287	177,600	192,000	192,000	
Sales Tax Distribution	780,098	787,890	775,400	793,000	793,000	
Beer & Wine Tax	85,085	85,085	90,185	85,800	85,800	
ABC Distribution	325,505	359,000	320,000	359,000	359,000	
Subtotal Unrestricted Intergovernmental	2,215,330	2,230,842	2,206,685	2,230,300	2,230,300	1%
Restricted Intergovernmental Revenue						
Powell Bill	525,349	522,185	519,700	516,500	516,500	
County Reimbursement	-	110,000	110,000	-	-	
Grants	1,461	-	-	-	-	
Sewer Reserve reimbursement	-	-	-	100,000	100,000	
Solid Waste Disposal Tax	12,536	13,526	12,300	14,000	14,000	
County Shared -Local Occupancy Tax	37,461	38,228	36,000	38,000	38,000	
County Occupancy Tax-tourism	65,573	66,700	60,000	66,500	66,500	
Subtotal Restricted Intergovernmental	642,380	750,639	738,000	735,000	735,000	0%
Permits and Fees						
Parking Tickets	1,230	400	900	400	400	
False Alarms	7,510	6,050	6,650	6,100	6,100	
Public works fees & ordinances	11,571	9,986	8,000	8,000	8,000	
Planning fees	20,735	26,301	23,500	15,000	15,000	
Community Garden fee	575	400	525	525	525	
Farmers market	-	300	-	1,500	1,500	
Payment in Lieu-Restricted	17,925	6,295	-	-	-	
Subtotal Permits & Fees	59,546	49,732	39,575	31,525	31,525	-20%
Investment Earnings						
Investment earnings	16,788	19,372	15,000	20,000	20,000	
Investment Earnings-Reserve	231	95	-	-	-	
Subtotal Investment Earnings	17,019	19,467	15,000	20,000	20,000	33%
Donations & Sponsorships						
Donations	50	-	-	-	-	
Clemmons Events Sponsorships	2,600	5,450	4,950	7,500	7,500	
Subtotal Donations & Sponsorships	2,650	5,450	4,950	7,500	7,500	52%

ESTIMATED GENERAL FUND REVENUES CONTINUED

Description	FY 14-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	%
Other Revenue						
Sale of Capital Assets	5,000	5,650	325	-	-	
Miscellaneous	2,159	195	-	-	-	
Interfund Loan Receipt	41,000	12,221	12,221	-	-	
Subtotal Other Revenue	48,159	18,066	12,546	-	-	
Subtotal Revenues	5,318,655	5,431,996	5,341,056	5,544,500	5,544,500	4%
Fund Balance Appropriated						
Fund Balance Appropriated			1,457,340	1,044,960	1,044,960	
Fund Balance Apr. Restricted Occupancy			43,655	7,878	7,878	
Fund Balance Apr. Restricted Tourism			41,500	39,650	39,650	
Fund Balance Apr.. Restricted Streets			487,045	368,000	368,000	
Subtotal Fund Balance Appropriated	-	-	2,029,540	1,460,488	1,460,488	
Total Revenues	5,318,655	5,431,996	7,370,596	7,004,988	7,004,988	-5%





ESTIMATED GENERAL FUND REVENUES, CONTINUED

Ad Valorem Taxes:


Forsyth County reassessed property values as of January 1, 2017; the total estimated tax base is \$2,191,202,877(6.3%).

	Tax Base FY 16-17	Tax Base FY 17-18	Collection Rate	Levy
Forsyth County	\$1,862,761,434	\$1,982,447,551	99.25%	\$2,262,700
NCDMV Registered Motor Vehicles	198,811,633	208,775,326	99%	\$237,600
Total	2,061,573,067	2,191,202,877		
Proposed Tax Rate			.1150	
Revenue Neutral Tax Rate	Exhibit B		.1089	



INTERGOVERNMENTAL REVENUES: State or County Levied Taxes shared with Clemmons

-  Utilities Sales Tax based on NCLM projections and Clemmons estimated actual
 - o Natural Gas (8.5% decrease)
 - o Electricity (.8 % increase)
 - o Telecommunications (7% decrease)
 - o Video Programing (1% decrease)
-  Sales Tax Distribution Forsyth County levied 2% local sales tax distributed on ad valorem basis.
 - o .75% increase based on NCLM projections and Clemmons estimated actual
-  Beer and Wine
 - o State shared based on beer & wine sales
-  ABC Distribution
 - o Distribution from ABC stores

RESTRICTED INTERGOVERNMENTAL REVENUES: State or County shared revenues required to be expended for specific purpose.


 Powell Bill Funds(Restricted for Street construction or maintenance): State Appropriation

Population	19624	19.74	387,378
Miles	80.09	1612.69	129,160

-  Solid Waste Disposal Fee
 - o Portion of State landfill tipping fee restricted for recycling.
-  Occupancy Tax
 - o 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	\$38,000
Restricted for Travel & Tourism Related Activities	\$66,500

DONATIONS & SPONSORSHIPS:

-  This is community partners for Clemmons Events.

FEE SCHEDULE IS EXHIBIT A OF THIS DOCUMENT:

GOVERNING BOARD APPROPRIATIONS

The Governing Board provides legislative and policy leadership for the Village and directs the administration of all Village departments and boards.

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved
10-4110-1200	Salaries	31,479	32,200	33,300	33,300	33,300
10-4110-1810	FICA	2,408	2,463	2,550	2,550	2,550
	Total personnel	33,887	34,663	35,850	35,850	35,850
10-4110-1910	Auditing Fees	13,900	13,900	13,900	12,870	12,870
10-4110-3100	Travel/Meeting/Events	4,563	6,026	13,000	9,000	9,000
10-4110-3900	Contract Service	10,100	6,000	10,000	10,000	10,000
	Total operating	28,563	25,926	36,900	31,870	31,870
	TOTAL	62,450	60,589	72,750	67,720	67,720






Salaries

Mayor & Council
 \$50.00 per meeting; 25 regular meetings
 \$50.00 per special meeting; 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.

Travel/meetings and events

 NCLM Conference registration for 5 Council based on attendees 16-17 budget Year	\$2,125
Greenville Hotel based Holiday Inn \$180 night 2 nights	1,800
Mileage Reimbursement 53.5 cents per mile round trip 394 miles	1,054
 Essentials in Government New Elected Officials 4	2,250
 Lunch & Snacks for Village retreat	600
 Town Hall Day 5	125
 Miscellaneous	600







ADMINISTRATION APPROPRIATIONS

The administrative staff maintains the Village records, ensures compliance with North Carolina State Statues and local ordinances, prepares financial information, acts as intermediary between citizens and the Council.

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Changed
10-4120-1210	Salaries	296,696	404,224	411,900	304,200	304,200	
10-4120-1211	Auto Allowance	-	1,600	1,600	4,800	4,800	
10-4120-1810	FICA	22,663	31,046	31,580	23,640	23,640	
10-4120-1820	Retirement expenses	32,690	29,306	38,000	22,950	22,950	
10-4120-1821	401K match	-	-	-	13,400	13,400	
10-4120-1830	Group insurance	38,716	39,807	40,000	47,000	47,000	
	Personnel	390,765	505,983	523,080	415,990	415,990	
10-4120-1850	Unemployment expense	129	5,242	5,400	200	200	
10-4120-1840	Moving Expenses	-	-	2,000	2,000	2,000	
10-4120-1880	Employment Practice	39,000	-	-	-	-	
10-4120-1920	Attorney	40,761	40,760	46,000	46,000	46,000	
10-4120-2000	Supplies	7,037	5,069	7,500	7,500	7,500	
10-4120-3100	Travel/meetings/education	12,504	8,500	13,000	13,000	13,000	
10-4120-3110	Mileage reimbursement	6,607	3,520	6,400	1,000	1,000	
10-4120-3210	Telephone & internet	7,556	8,672	8,500	8,500	8,500	
10-4120-3250	Postage	2,154	1,429	3,500	3,500	3,500	
10-4120-3290	Citizen communication	4,421	5,089	7,200	7,200	7,200	
10-4120-3300	Utilities-Village Hall	9,443	9,497	12,250	12,250	12,250	
10-4120-3340	Water & sewer	989	608	1,700	1,700	1,700	
10-4120-3400	Printing	747	978	2,500	2,500	2,500	
10-4120-3510	Bldg. & Landscaping Maintenance	7,252	7,765	18,000	15,000	15,000	
10-4120-3700	Advertising	3,950	3,522	5,000	5,000	5,000	
10-4120-3900	Contract Services	31,515	30,000	42,000	32,000	32,000	
10-4120-3910	Contract Services Tax Collection	26,996	27,997	28,600	28,600	28,600	
10-4120-3920	Contract Service- Board of Election	15,794	-	-	27,000	27,000	
10-4120-4190	Rent	-	-	-	-	-	
10-4120-4400	Licenses/Support Agreements	-	7,700	6,800	8,300	8,300	
10-4120-4500	Insurance and bonds	17,056	17,220	20,000	22,700	22,700	
10-4120-4910	Dues and subscriptions	24,767	25,684	29,000	29,500	29,500	
10-4120-4990	Non capital equipment	13,016	850	2,000	5,450	5,450	
	Subtotal	271,694	210,102	267,350	278,900	278,900	
	Total	662,459	716,085	790,430	694,890	694,890	-12.09%

ADMINISTRATION APPROPRIATIONS

Goals and Objectives for Fiscal Year Ending June 30, 2018:

-  Aid the Council in determining priorities necessary to prepare the Village for short-term and long-term goals.
-  Continue to provide an open and transparent government to the citizens at all levels.
-  Continue to work with other departments in seeking ways to improve efficiencies
-  Maintain high levels of professional accounting and financial reporting standards.
-  Provide accurate and timely information to Council.
-  Advance employee skills and knowledge-base through education and training.








Personnel information

<i>Personnel</i>	<i>Position</i>	<i>Benefits</i>
Manager	Full time	Group health insurance
Clerk/HR Officer	Full Time	Dental
Finance Officer	Full Time	Vision
Marketing and Communication Director	Part Time	Short term disability insurance
Temp Help		Life
	3 Full time 1 Part time	Retirement Local Government Employees Retirement System 7.50% (16-17 : 7.25%) 401K employee match up to 5%



Travel/Meeting/Education

In order to advance employee skills and knowledge base the following conferences and or classes have been budgeted for. This category also budgets for any cost of meetings that the staff would need to attend in the process of performing their job.




Manager

-  NCLM Conference
-  ASU Local Government Alumni Association Conference
-  Managers Conference (2)
-  Town Hall Day
-  Manager Roundtable (meeting with other managers in the area)
-  Miscellaneous meetings
-  Monthly Chamber Luncheon





Clerk

-  Clerks Academy (2)
-  Human resource classes

Marketing Director

-  Information Officer Conference
-  Tourism Conference
-  Monthly Chamber Luncheon

Finance Officer; CPA license requires 40 hours of Continuing Education








-  3 Conferences
-  NC State Treasurers Meeting
-  CAFR Update
-  GAAP Update

Attorney Conference

ADMINISTRATION APPROPRIATIONS, CONTINUED







Citizen Communication:

Provide open and transparent government to the Village Citizens.

-  Web page
-  Constant Contact (email and text blasts)
-  Video Software
-  Facebook and drop box
-  Clemmons 101
-  Coffee with cop
-  Promotional items







Contract Services:

This category contains various service contracts for the Village

-  Cleaning
-  Alarm Monitoring and Maintenance
-  Pest Control
-  Information Technology
-  Code Codification and Internet Services
-  Bank Services

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
-  Property liability insurance
-  Public officials liability
-  Employment practice liability
-  Public official bond
-  Workers compensation

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 | 18,000 |
|  Piedmont Triad Regional Council | 4,200 |
|  School of Government | 2,500 |
|  NC City and County Managers Association | |
|  ICMA | |
|  ASULGAA | |
|  NC Association of Municipal Clerks | |
|  IIMC | |
|  NCAGIO | |
|  NC Government Finance Officers Association | |
|  Government Finance Officers Association | |
|  NC Budget Association | |
|  Clemmons Courier | |
|  WS Journal | |
|  LC Chamber | |
|  Sam's Club | |
|  NC3 | |

Non-capital equipment < \$5,000

-  Replacement computer for clerk
-  Replacement computer used for council meetings
-  Chairs Admin, Clerk, and manager

PUBLIC SAFETY APPROPRIATION

To ensure the security of life and property, prevent crime and disorder, and enforce the laws of North Carolina and the United States. The Village contracts with the Forsyth County Sheriff's Department for police protection; this includes one Sergeant, two Corporals, one investigator and eleven deputy Sherriff's.

Account #	Description	FY 15-16 Actual	FY 16-17 Est Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Changed
10-4300-2000	Supplies	836	936	1,300	1,200	1,200	
10-4300-2510	Gas/fuel	-	-	100	100	100	
10-4300-2900	Non-capital equipment	-	-	600	600	600	
10-4300-3210	Telephone and internet	10,099	8,722	11,450	9,000	9,000	
10-4300-3300	Utilities	2,428	2,818	2,550	2,900	2,900	
10-4300-3510	Repairs & maintenance	380	100	1,200	1,000	1,000	
10-4300-3900	Contract Services Hustle	-	-	-	1,000	1,000	
10-4300-3940	Cleaning Service	2,400	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	3,072	950	950	1,000	1,000	
10-4300-6930	Contract Services County	1,078,002	1,195,888	1,200,000	1,295,000	1,295,000	
	Total	1,111,617	1,226,214	1,234,950	1,328,600	1,328,600	8%

Forsyth County and Clemmons 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 Village contracts with the Forsyth County Sheriff's Department for one Sergeant, two Corporals, one investigator and eleven deputy Sherriff's.
- Providing office space for the Sheriff's Departments personnel within Clemmons.






The Village Council added an additional Corporal to our contract with the Forsyth County Sheriff's Department, with this addition the Village has two Corporals. The County and the Sheriff's department supplements the funding for this additional position for 3 years and then the Village would provide 100% of the funding.

PUBLIC WORKS APPROPRIATIONS

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, leaf, limb and grass program, state right of way maintenance.

Account #	Description	FY 15-16	FY 16-17	FY 16-17	FY 17-18	FY 17-18	% Change
		Actual	Est. Actual	Budget	Proposed	Approved	
10-4500-1210	Salaries	439,747	464,863	470,900	514,150	514,150	
10-4500-1810	FICA	33,548	35,562	36,025	39,350	39,350	
10-4500-1820	Retirement expense	46,269	50,233	50,600	38,000	38,000	
10-4500-1821	401K match	-	-	-	18,550	18,550	
10-4500-1830	Group insurance	93,533	117,656	127,520	145,000	145,000	
	Personnel	613,097	668,314	685,045	755,050	755,050	10%
10-4500-1850	Unemployment	250	242	1,086	500	500	
10-4500-2000	Supplies	12,969	10,734	15,000	15,000	15,000	
10-4500-2010	Street signs/posts	9,141	5,253	11,000	11,000	11,000	
10-4500-2120	Safety clothing & uniforms	16,234	14,775	24,500	24,500	24,500	
10-4500-2510	Gas & fuel	20,250	22,804	28,000	26,000	26,000	
10-4500-2900	Non capital equipment	15,640	12,496	27,850	24,800	24,800	
10-4500-3100	Travel/education/meetings	9,589	10,902	18,000	15,000	15,000	
10-4500-3110	Travel-mileage reimbursement	201	224	1,000	750	750	
10-4500-3210	Telephone/internet	9,591	11,630	12,600	12,700	12,700	
10-4500-3300	Utilities-street lights	120,648	124,235	132,000	132,000	132,000	
10-4500-3310	Utilities-Village Yard	22,922	19,546	26,000	26,000	26,000	
10-4500-3510	Bldg. & Landscaping Maintenance	16,288	9,759	19,000	19,000	19,000	
10-4500-3511	Landscaping NCDOT ROW & Ramps	5,691	4,918	25,000	15,000	15,000	
10-4500-3520	Repairs & Maintenance	38,104	39,812	55,000	55,000	55,000	
10-4500-3590	Street Repairs due to Utilities	4,844	4,844	9,000	9,000	9,000	
10-4500-3900	Solid Waste & Recycling	934,021	964,781	981,000	1,018,800	1,018,800	
10-4500-3970	Landfill Fees	4,076	5,721	6,000	6,000	6,000	
10-4500-3990	Contract Services-General	2,050	250	2,000	2,000	2,000	
10-4500-4400	Service & Support Agreements	-	6,792	7,100	7,300	7,300	
10-4500-4500	Insurance	38,332	31,971	38,000	38,000	38,000	
10-4500-4910	Dues and subscriptions	6,474	1,149	1,400	1,400	1,400	
	Subtotal	1,287,315	1,302,838	1,440,536	1,459,750	1,459,750	1%
	Total	1,900,412	1,971,152	2,125,581	2,214,800	2,214,800	4%

Goals and Objectives for Fiscal Year June 30, 2018:

-  Continue to seek ways to improve efficiencies in operations
-  Advance employee skills and knowledge-base through training and education
-  Enhance and maintain Village Facilities







PUBLIC WORKS APPROPRIATIONS, CONTINUED

Personnel






14 Full Time Positions	Public Works	Street	Stormwater
Public Works Director and Village Engineer	50%		50%
Senior Administrative Support Specialist	100%		
Public Works Director of Operations (1)	86%	3%	11%
Assistant Director of Operations (1)	86%	3%	11%
Mechanic (1)	86%	3%	11%
Equipment Operators (6)	86%	3%	11%
Landscape Supervisor (1)	86%	3%	11%
Landscape Technician (2)	86%	3%	11%
Inspector (1) PT Position FT as 1/1/18	86%	3%	11%

Total Salaries Public Works employees in all departments \$ 626,850











Fringe Benefits

-  Group Health Insurance
-  Dental
-  Vision
-  Short Term Disability
-  Local Government Employees Retirement System 7.5%
-  401K match up to 5%




Safety, Clothing and Uniform

-  Uniform Rental
-  Safety Shoes
-  Safety vests & glasses
-  Random drug testing
-  Rain suits and outwear for new employees replacing retirees

Non Capital Equipment

-  Computer and Printer for employee kiosk requested by Human Resources
-  2 weed eaters
-  2 backpack blowers
-  Drill Press
-  Landscaping Trailer for additional mower in capital outlay
-  Weed eater rack for trailer
-  Tool box for trailer
-  Camera upgrades
-  Update vehicle maintenance software
-  Miscellaneous

Utilities Street Lights:

-  Currently 830 Street lights
-  Additional lights Lewisville-Clemmons Road Connectivity
-  Additional 22 lights Jessie Lane

PUBLIC WORKS APPROPRIATIONS, CONTINUED

Solid Waste and Recycling:



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




	Count (1% Increase)	Rate 7/1/17 Contract	Amount
Single Family Residential	6163	\$9.92	\$726,250
Single Family Recycling	6201	\$2.77	\$206,125
Condos & Townhomes Dumpster			\$49,000
Cardboard Recycling less rebate			\$3,000
Compactor extra trash			\$10,900
Bulk Item Pickup			\$23,000
Used Oil			\$250
City of Winston-Salem			\$250

STREET APPROPRIATIONS

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 80.09 miles for streets.

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	17-18 Approved	% Change
10-4510-1210	Salaries	40,265	31,266	33,085	15,300	15,300	
10-4510-1810	FICA	3,077	2,392	2,535	1,175	1,175	
10-4510-1820	Retirement	4,191	1,373	3,465	1,120	1,120	
10-4510-1821	401K match				515	515	
10-4510-1830	Group insurance	9,316	8,408	9,160	4,400	4,400	
	Personnel	56,849	43,439	48,245	22,510	22,510	
10-4510-1920	Contract Services Attorney	-	-	-	-	-	
10-4510-1990	Surveying/Engineering	18,000	1,301	20,000	1,900	1,900	
10-4510-2400	Drainage Repairs Street	21,290	3,421	40,000	10,000	10,000	
10-4510-2510	Gas and fuel	720	618	1,500	1,500	1,500	
10-4510-2900	Traffic Control	4,700		70,000	61,000	61,000	
10-4510-3510	ROW Maintenance Village Streets	5,673	2,000	6,000	4,000	4,000	
10-4510-3520	Repairs & Maintenance Equipment	535	705	3,000	2,000	2,000	
10-4510-3570	Sidewalk Maintenance	-	-	10,000	10,000	10,000	
10-4510-3590	Other Miscellaneous	841	422	500	500	500	
10-4510-3600	Snow Removal	14,169	9,122	20,000	20,000	20,000	
10-4510-5500	Capital Outlay	19,852	19,197	19,000	-	-	
10-4510-5910	Street Patching & Repairs	9,317	7,804	25,000	20,000	20,000	
10-4510-5920	Street Resurfacing & Paving	251,669	375,500	375,500	363,090	363,090	
10-4510-5930	Road Construction	-	-	-			
	Subtotal	346,766	420,090	590,500	493,990	493,990	
10-4510-9800	Transfer to Capital Project				368,000	368,000	
	Total	403,615	463,529	638,745	884,500	884,500	38%

Goals and Objectives for Fiscal Year Ending July 30, 2018:






-  Construct Phase I of LC Road Connectivity Road
-  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
-  Maintain roads good condition with patching and repairing

STREET APPROPRIATIONS, CONTINUED


Personnel

	PW	Street	Stormwater
Public Works Director of Operations (1)	86%	3%	11%
Assistant Director of Operations (1)	86%	3%	11%
Mechanic (1)	86%	3%	11%
Equipment Operators (6)	86%	3%	11%
Landscape Supervisor (1)	86%	3%	11%
Landscape Technician (2)	86%	3%	11%
Inspector (1)	86%	3%	11%


Traffic Control

-  Stop Signs
-  Speed limit signs
-  Post for signs
-  Cones
-  Mast arm at Village Club

Resurfacing and paving

-  Streets to be resurfaced or repaired will be selected by Public Works Director based on funds available and pavement conditional report.

Transfer to Capital Project

-  Road construction for phase I of Lewisville-Clemmons Road Connectivity Project is expected to be funded from State appropriation for streets.
 - o The design, enhancements, and storm drainage are appropriated in other portions of the budget due to funding source for those items.

Please note the following chart shows the total expenditures for the Connectivity Project





LC Road Connectivity Project	Total Project	Grant	Village Portion	Prior	16-17	17-18	Future
Transfers from General Fund	260,660		260,660	21,440	56,060	83,500	99,660
Powell Bill	664,080		664,080			368,000	296,080
Transfers from Stormwater Fund	109,200		109,200			54,000	55,200
Grant	94,340	94,340			58,911	35,429	
Total Lewisville-Clemmons Road Connectivity	1,128,280	94,340	1,033,940	21,440	114,971	540,929	450,940

PLANNING AND ZONING APPROPRIATIONS

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.




Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Change
10-4910-1210	Salaries	69,284	71,277	70,300	89,500	89,500	
10-4910-1810	FICA	5,448	5,453	5,380	6,850	6,850	
10-4910-1820	Retirement expense	8,321	8,731	8,650	5,585	5,585	
10-4910-1821	401k match	-	-	-	3,725	3,725	
10-4910-1830	Group Insurance	7,079	10,769	10,800	11,200	11,200	
	Personnel	90,132	96,230	95,130	116,860	116,860	22.8%
10-4910-1850	Unemployment Expense	-	26	50	30	30	
10-4910-1920	Contract Service Attorney	6,925		8,000	8,000	8,000	
10-4910-2000	Supplies	93	250	1,000	1,000	1,000	
10-4910-3100	Travel/education/meetings	1,612	400	2,500	2,500	2,500	
10-4910-3110	Mileage reimbursement	737	1,237	1,500	1,500	1,500	
10-4910-3210	Telephone	646	1,300	1,100	1,100	1,100	
10-4910-3400	Printing	491		4,500	4,500	4,500	
10-4910-3700	Advertising	3,671	3,316	5,400	5,400	5,400	
10-4910-3930	Contract Services General	1,566	1,350	8,000	8,000	8,000	
10-4910-3960	Contract Services Transportation	-	2,144	40,000	20,000	20,000	
10-4910-3970	Contract Services-Comp Plan	4,693		10,000	40,000	40,000	
	Contract Services						
10-4910-3980	Site Plan Review	-	-	4,000	4,000	4,000	
10-4910-4000	Farmers Market	782	1,318	3,000	10,000	10,000	
10-4910-4010	Community Garden	167	250	1,000	1,000	1,000	
10-4910-4400	Licenses & support	-	400	-	400	400	
10-4910-4910	Dues and subscriptions	720	310	750	400	400	
10-4910-4980	Non Capital Equipment	-		-			
10-4910-6931	Contract Service-Enforcement	12,811	14,490	26,000	26,000	26,000	
10-4910-6933	Forsyth County Homes Program	2,000	2,000	2,000	2,000	2,000	
		36,914	28,791	118,800	135,830	135,830	14.3%
	Total	127,046	125,021	213,930	252,690	252,690	18.1%

Goals and Objectives for Fiscal Year Ending June 30, 2017


-  Provide accurate and timely information to Council
-  Coordinate Comprehensive Plan Update
-  Continuing to advance connectivity along Lewisville-Clemmons Road
-  Advance employee skills, knowledge-base and exchange of knowledge through training, conferences and education

PLANNING AND ZONING APPROPRIATIONS, CONTINUED


Personnel

-  Planner
-  ½ part time site plan reviewer other ½ stormwater (New)
-  Intern- Farmers Market

Contract Services Comprehensive Plan

-  Continuation of current year with Piedmont Triad Regional Council to update comp plan and provide some additional analysis on land use etc.

Contract Services Enforcement



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

CLEMMONS EVENTS AND MARKETING APPORPRIATIONS

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

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Change
10-6000-1210	Salaries	11,402	11,841	11,500	23,325	23,325	
10-6000-1810	FICA	759	900	900	1,785	1,785	
10-6000-1820	Retirement expense	1,159	1,410	1,410	1,750	1,750	
10-6000-1821	401k match	-	-	-	1,168	1,168	
	Personnel	13,320	14,151	13,810	28,028	28,028	
10-6000-6030	Forsyth County Library	7,000	7,000	7,000	7,000	7,000	
10-6000-6100	Community Day	5,756	-	6,500	-	-	
10-6000-6040	Southwest Athletics	-	41,500	41,500	3,500	3,500	
10-6000-6130	Clemmons Events	15,299	23,500	23,550	25,000	25,000	
10-6000-6140	Tourism Related	32,878	51,411	73,745	68,000	68,000	
10-6000-3110	Tourism-Festival of Lights	10,075	20,000	20,000	28,000	28,000	
10-6000-6910	Grants	43,492	-	-	-	-	
		114,500	143,411	172,295	131,500	131,500	
	Total	127,820	157,562	186,105	159,528	159,528	-14%


Goals and objectives:

-  Promote community partnerships and plans a variety of events for the community to 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 and sponsorships.

 Occupancy Tax Cultural Recreation	\$38,000
 Occupancy Tax Tourism	\$66,500
 Sponsorships	\$ 7,500
 Fund Balance Appropriated Occupancy (51,905)	\$ 7,878
 Fund Balance Appropriated Tourism (147,500)	\$39,650


Personnel:

-  ½ of the Clemmons Marketing and Communications Director salaries.

Library:






-  Friends of library request for items for the Clemmons library such as DVDs, books etc.

Southwest Athletic Request:













-  Funding for World Series the majority of the funding was paid during the FY 16-17
 - Traffic management

CLEMMONS EVENTS AND MARKETING APPROPRIATIONS, CONTINUED

Clemmons Events:

 Ice cream festival:	\$ 5,000
Held at Clemmons Elementary	
Sponsorship	\$ 1,500
 Movie on Lawn (YMCA)	\$ 9,850
o 4 Movie nights some payments for July 2018 movie night are due in current budget year	
Sponsorships	\$ 2,000
 Monster Dash (Village Greenway)	\$ 2,900
Sponsorship Hayward	\$ 1,000
 Petal to Metal (Village Greenway)	\$ 3,000
 Tree lighting	\$ 2,650

Tourism Related and Tourism Light Festival:






-  Discover Clemmons web hosting
-  Design blog for discover Clemmons
-  Populate event calendar with any Facebook event, hotels, restaurants, churches etc.
-  Forsyth Community
-  Visit Winston-Salem
-  Advertising for events that bring overnight visitors to Clemmons
-  Recreational tournaments held in Clemmons that bring overnight visitors
-  AENC membership
-  Hosting AENC meeting, this is the group that books events at hotel
-  Large 20' Christmas Tree at Village Hall
-  Electricity Christmas decorations
-  Maintenance of Christmas decorations

PARKS AND RECREATION APPROPRIATION







The parks and recreation department maintains Greendale Park, Village Point Lake and Greenway. Clemmons' philosophy on parks and recreation department is to provide some open space and passive recreational opportunities that compliments Forsyth County Tanglewood Park which is adjacent to Clemmons boundaries. The Village also has various non-profit groups that sponsor structured recreational opportunities for the Village citizens such as Southwest Athletics, Broncos and YMCA that may be provided grants under Clemmons Marketing and Events.

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Change
10-6120-1010	Greendale Park Maintenance	1,193	2,428	2,500	2,600	2,600	
10-6120-1020	Lake & Greenway Maintenance	4,412	6,652	13,065	9,000	9,000	
10-6120-1060	Bike Event	156	-	-	-	-	
	Subtotal	5,761	9,080	15,565	11,600	11,600	
	Total	5,761	9,080	15,565	11,600	11,600	-25%

 **Greendale Park Maintenance**

-  Water
-  Electricity
-  Stormwater fee
-  Maintenance
-  Repairs

 **Lake and Greenway**

-  Stormwater fee
-  Fish food
-  Maintenance
-  Signage
-  Entrance maintenance
-  Electricity

CAPITAL OUTLAY APPROPRIATIONS

Account #	Description	FY 15-16 Actual	FY 16-17 Est. Actual	FY 16-17 Budget	FY 17-18 Proposed	FY 17-18 Approved	% Change
10-8110-4120	Capital Outlay Administration	293,736	612,356	616,000	320,000	320,000	
10-8110-4500	Capital Outlay Public Works	423,689	235,778	409,500	358,090	358,090	
10-8110-4910	Capital Outlay Planning	9,606	-	-	3,750	3,750	
10-8110-6120	Capital Outlay Parks & Recreation		70,322	75,000	-	-	
	Subtotal	727,031	918,456	1,100,500	681,840	681,840	
10-8140-1000	Major Repairs & Renovation VH		21,856	26,300	-	-	
10-8140-2000	Major Repairs & Renovations PW		3,676	3,700	25,000	25,000	
10-8140-3000	Major Repairs & Renovations Park	-	-	-	50,000	50,000	
	Subtotal	-	25,532	30,000	75,000	75,000	
10-9840-9800	Transfer To Capital Projects	42,389	95,360	962,040	633,820	633,820	
	Total	769,420	1,039,348	2,092,540	1,390,660	1,390,660	



Capital outlay-Administration

- Road construction library site 200,000
- Sewer library site (Reimbursed from Sewer Reserve Fund) 100,000
- Audio & Sound System Upgrade 20,000



Capital outlay-Public works

- Re budgeting 16-17 items not completed
 - Completion of Salt Building 65,090
 - Additional Paving 80,000
 - Additional buildings not complete no use to pave until buildings are complete
 - Upgrading gate openers 8,000
- Middlebrook Sidewalk Completion 100,000
- Replacements
 - 1. Tractor and mower attachment 40,000
 - Replace aging 2000 model TC 35
- New
 - 3. Mini Truck Spreader 8,000
 - With the salt building the Village will have salt on hand, can use the spreader to salt parking lots etc.
 - 4. Zero Turn Mower 15,000
 - This provides a mower for all landscaping employees, therefore we can have employees at three locations instead of just two, which should improve the number of locations covered.
 - 5. Safety Head Com System 6 units 8,000
 - Improve employee safety and communication when performing tasks the equipment is loud and communication is not possible by radio or phone, attaches to hard hats.
 - Operating leaf/limb equipment
 - Bucket Truck

CAPITAL OUTLAY APPROPRIATIONS, CONTINUED



Capital outlay-Public works

- **6. Light tower** **16,000**
 - Help improve employee safety when out on emergency calls in the early morning, late evening and at night.
 - Currently employees use flashlights and vehicle lights, when called out at nights or dark conditions such as heavy rain and clouds.
 - We have had about 4-5 night call outs this past twelve months.
 - Currently we borrow at no cost a light tower for movie night at no cost, if we purchase could use our tower for movie night.

- **7. GPS Tracker System** **14,000**
 - System that uses our current radio system in vehicles to show location of employees.
 - Track vehicles and personnel for better dispatching or for real time location.

- **8. Rebranding logos of some vehicles** **8,000**
 - Rebrand a couple of recently purchased vehicles, that are not scheduled to be replaced and that are seen a lot by citizens.
 - All other vehicles will change logos when we replace.



Capital outlay-Planning

- Large format plotter & scanner 7,000
- Less portion funded stormwater -3,750
- 3,750**

- Currently we have to take paper plans to be scanned for an electronic copy.
- There are more and more requests for plans in an electronic format and to mark-up electronic copy.
- Stormwater needs to replace their plotter.



Major Renovation and Remodeling:

- **Public Works**
 - 2. Refurbish shop floor **\$25,000**
 - Floor has been painted multiple times and it flacking; refurbish with product made for shop floors.
- **Parks and Recreation** **\$50,000**
 - Powder coat light poles donated to the Village in 16-17
 - Light fixtures for poles donated to the Village in 16-17
 - Install light poles donated to the Village in 16-17 at Greenway

TRANSFERS TO CAPITAL PROJECTS

 **Transfers to Capital Projects:**

Transfers to Capital Projects	Total Project	Grant	Village Portion	Prior	16-17	17-18	Future
LC Road Connectivity Project							
Design	105,000		105,000	21,440	55,360	27,500	
Enhancements	250,000	94,340	155,660			56,000	99,660
	355,000		260,660	21,440	55,360	83,500	99,660
158 Sidwalk Project	1,850,000		370,000	12,031	40,000	318,000	-
Intersection Improvements	450,000		90,000			72,000	18,000
Harper Road Morgan	664,000		132,800			106,240	26,560
US 158 Stadium	338,000		67,600			54,080	13,520
				33,471	95,360	633,820	157,740

Please note that the LC Road Connectivity Project is funded from different funding sources; the chart below details those funding sources.

LC Road Connectivity Project	Total Project	Grant	Village Portion	Prior	16-17	17-18	Future
Transfers from General Fund	260,660		260,660	21,440	56,060	83,500	99,660
Powell Bill	664,080		664,080			368,000	296,080
Transfers from Stormwater Fund	109,200		109,200			54,000	55,200
Grant	94,340	94,340			58,911	35,429	
Total Lewisville-Clemmons Road Connectivity	1,128,280	94,340	1,033,940	21,440	114,971	540,929	450,940


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.


ESTIMATED STORMWATER UTILITY FUND REVENUES

Account #	Description	15-16 Actual	16-17 Est. Actual	16-17 Budget	17-18 Proposed	17-18 Approved	% Changed
	Revenues:						
67-3473-5100	Storm water Fee	757,469	783,000	747,700	785,000	785,000	
67-3491-4100	Storm water Permit	25,409	9,200	4,000	7,000	7,000	
67-3831-0000	Investment Earnings	2,608	3,598	1,700	3,600	3,600	
67-3833-1000	Sponsorships Cleanup		800	500	500	500	
67-3835-0000	Sale of Capital Assets	826	-	-	-	-	
67-3991-0000	Fund Balance Appropriated	-	-	670,186	765,000	765,000	
	Total	<u>786,312</u>	<u>796,598</u>	<u>1,424,086</u>	<u>1,561,100</u>	<u>1,561,100</u>	10%

Stormwater Fee:

 Fee based on \$5.00 per equivalent residential unit per month, \$60.00 annually.

Stormwater Permit:

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

STORMWATER UTILITY FUND APPROPRIATIONS

Account #	AccountDesc	15-16	16-17	16-17	17-18	17-18	% Changed
		Actual	Est. Actual	Budget	Proposed	Approved	
67-4730-1210	Salaries	198,591	189,400	211,180	250,000	250,000	
67-4730-1810	FICA	15,150	14,489	16,160	19,125	19,125	
67-4730-1820	Retirement	21,660	13,901	14,545	12,700	12,700	
67-4730-1821	401K match		8,526	9,175	7,650	7,650	
67-4730-1830	Insurance	53,779	42,832	44,905	53,400	53,400	
	Personnel	289,180	269,148	295,965	342,875	342,875	16%
67-4730-1850	Unemployment	-	127	100	300	300	
67-4730-1990	Professional Services	8,574	-	70,000	30,000	30,000	
67-4730-2000	Supplies	226	587	4,000	3,000	3,000	
67-4730-2010	TMCL-Testing	1,912	2,200	2,800	3,500	3,500	
67-4730-2120	Safety-Uniforms	776	500	2,800	2,000	2,000	
67-4730-2310	Public Education	6,684	8,000	8,000	8,000	8,000	
67-4730-2320	Public Participation	804	519	1,500	1,500	1,500	
67-4730-2510	Gas/Fuel	9,449	11,957	15,000	14,500	14,500	
67-4730-3100	Travel/Training	3,349	3,063	8,000	8,000	8,000	
67-4730-3110	Mileage Reimbursement	199	100	750	500	500	
67-4730-3130	Illicit Discharge	-	-	3,000	3,000	3,000	
67-4730-3210	Telephone	2,313	1,944	2,500	2,500	2,500	
67-4730-3250	Postage	-	231	500	500	500	
67-4730-3310	Utilities	280	772	1,000	1,000	1,000	
67-4730-3400	Printing	427	-	1,500	1,500	1,500	
67-4730-3510	Building Maintenance	721	-	1,500	1,500	1,500	
67-4730-3520	Equipment Maintenance	16,112	8,885	25,000	24,000	24,000	
67-4730-3530	Drainage Maint/Good housekeeping	12,460	15	20,000	20,000	20,000	
67-4730-3590	Community Cleanup	870	2,200	2,200	3,000	3,000	
67-4730-3900	Contract Services	2,074	1,195	3,500	3,500	3,500	
67-4730-3910	Contract Services-Billing	7,560	7,830	8,000	8,000	8,000	
67-4730-3930	Leaf/limb Disposal	4,042	6,195	7,000	7,000	7,000	
67-4730-4300	Equipment Rental	-	-	1,000	1,000	1,000	
67-4730-4400	Licenses and support agreements	-	3,384	8,000	7,000	7,000	
67-4730-4500	Insurance	6,232	9,481	9,800	9,800	9,800	
67-4730-4900	Permits	860	860	1,500	1,500	1,500	
67-4730-4910	Dues & Subscriptions	2,206	850	2,500	2,500	2,500	
67-4730-4920	Professional License	225	225	250	375	375	
67-4730-4960	TMDL-Equipment	-	-	500	500	500	
67-4730-4970	Minor Capital Improvements	28,943	31,550	50,000	50,000	50,000	
67-4730-4980	Non Capital	1,088	57	5,000	4,000	4,000	
67-4730-4990	Miscellaneous	-	-	1,500	1,500	1,500	
67-4730-5600	Interfund Loan Payment	41,000	12,221	12,221	-	-	
67-4730-6940	Code Enforcement	-	-	500	-	-	
67-4730-6960	Waste Disposal	-	500	500	500	500	
	Subtotal	159,386	115,448	281,921	225,475	225,475	-20%
67-4730-5000	Capital Outlay	99,635	92,909	200,000	238,750	238,750	
67-4730-5010	CIP Projects	35,142	54,800	600,000	700,000	700,000	
67-9840-9800	Transfer to Capital Projects	-	-	46,200	54,000	54,000	
	Subtotal	134,777	147,709	846,200	992,750	992,750	17%
	Total	583,343	532,305	1,424,086	1,561,100	1,561,100	10%

STORMWATER UTILITY FUND APPROPRIATIONS



Personnel:

- ½ Public Works Director/Village Engineer \$41,300
- ½ Year of Stormwater Administrator (estimated retirement date 12/31/17)
- Stormwater Engineer 10 months
- Stormwater Technician
- Public works employees 11% 56,100
 - ½ leaf limb and grass collection
 - ½ street sweeping
 - Other stormwater functions
- Employer taxes
- Group insurance
- Retirement
 - LGERS 7.5% increase from 7.25%
 - 401 K match



Public Education

- Consortium
- Programs in Clemmons Schools
- Banner at Southwest Athletics
- Associated items for programs in schools
- Associated items for community events



Non capital improvements

- Improvements that are under the level of an capital improvement plan
- We do these on a complaint basis, as funds available



Capital Improvement

- Lakefield Court
- Springside Drive
- Stormwater pond-library site



Capital Outlay

- Replace expedition \$ 40,000
- Large format scanner/plotter ½ \$ 3,750
- Truck Wash Building \$ 180,000
- Gas heat for Truck Wash \$ 15,000

CAPITAL PROJECT BUDGET ORDINANCES ADOPTED
CAPITAL PROJECT BUDGETS ARE MULTI YEAR BUDGETS

Access Road

Novant Donation	1,900,000
NCDOT Grant	<u>1,900,000</u>
Estimated Revenues	<u><u>3,800,000</u></u>
 Road Construction	 <u><u>3,800,000</u></u>

158 Sidewalk & Tanglewood Greenway

STPDA Grant NDOT	1,480,000
Transfers from General Fund	<u>370,000</u>
Estimated Revenues	<u><u>1,850,000</u></u>
 Construction and Engineering	 <u><u>1,850,000</u></u>

Lewisville -Clemmons Road Connectivity

Grant	94,340
Transfers from General Fund	924,740
Transfers from Stormwater Fund	<u>109,200</u>
Estimated Revenues	<u><u>1,128,280</u></u>
 Design	 107,600
Storm drainage	109,200
Road Construction	664,080
Enhancements	<u>247,400</u>
Total Appropriation	<u><u>1,128,280</u></u>

Intersection Improvements

Grant	360,000
Transfers from General Fund	<u>90,000</u>
Estimated Revenues	<u><u>450,000</u></u>
 Engineering	 45,000
Construction	<u>405,000</u>
Total Appropriation	<u><u>450,000</u></u>

Sidewalk Harper Road I40 to Morgan

Grant	531,200
Transfers from General Fund	<u>132,800</u>
Estimated Revenues	<u><u>664,000</u></u>
 Engineering	 66,400
Construction	<u>597,600</u>
Total Appropriation	<u><u>664,000</u></u>

Sidewalk 158 Stadium to Kinnamon Village

Grant	270,400
Transfers from General Fund	<u>67,600</u>
Estimated Revenues	<u><u>338,000</u></u>
 Engineering	 33,800
Construction	<u>304,200</u>
Total Appropriation	<u><u>338,000</u></u>

FEE SCHEDULE JULY 1, 2017 Exhibit A

The following fee schedule is adopted for the fiscal year beginning July 1, 2017 and ending June 30, 2018. 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

Agenda Sunshine List – Notice of Special Meeting Fee set by State Law	_____	\$10.00
Clemmons Code of Ordinances view or purchase at www.amlegal.com/clemmons_nc		
Clemmons Unified Development Ordinances view or purchase at www.municode.com/library/nc/clemmons/codes/unified_development-code		
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 and or Site Plan	_____	Cost
Returned Check Fee	_____	\$ 25.00
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 (Commercial)	_____	\$100.00
False Alarms	_____	\$ 50.00 (after 3 false alarms)
Parking Ticket	_____	per separate ordinance

Code Enforcement Rates:

Vehicle, Equipment, Labor and Administrative Charges:

Weeds and Undergrowth: Mowing Neglected Private Lots-minimum charge one hour, equipment charge, labor and administrative charge:

Backhoe	_____	\$55.00 per hour
Loader	_____	\$80.00 per hour
Tandem Dump Truck	_____	\$55.00 per hour
Single Axle Dump Truck	_____	\$45.00 per hour
Chipper	_____	\$157.50 per hour
Tractor w/ side mower	_____	\$95.00 per hour
Tractor w/ flail mower	_____	\$65.00 per hour
Zero turn mower	_____	\$35.00 per hour
Weed Eater	_____	\$21.00 per hour
Chain Saw	_____	\$21.00 per hour
Street Cleaning	_____	Cost
Street Sweeper Village equipment & labor (one hour min.)	_____	\$120.00 plus fuel per hour
Administrative Charge	_____	\$50.00 per event
		Labor- Actual Salary plus 40% for benefits

STORM WATER FUND

Per Equivalent Residential Unit per Month/Annual	\$5.00/\$60.00
Storm water Permit Fee (Adopted under separate ordinance)	

CLEMMONS DEVELOPMENT REVIEW FEE SCHEDULE as of July 1, 2017

General Use Rezoning

0-10 acres	\$1,000.00
10-20 acres	\$1,200.00
20-50 acres	\$1,450.00
50-100 acres	\$1,600.00
100+ acres	\$1,750.00 +\$25/per additional acre

Special Use Rezoning or Council Approved SUP*

0-10 acres	\$1,500.00
10-20 acres	\$2,000.00
20-50 acres	\$2,750.00
50-100 acres	\$3,000.00
100+ acres	\$4,000.00 +\$25/per additional acre

Site Plan Amendment*

0-10 acres	\$1,000.00
10-20 acres	\$1,350.00
20-50 acres	\$1,500.00
50-100 acres	\$2,000.00
100+ acres	\$2,500.00

Multi-Family*

0-10 acres	\$1,000.00
10-20 acres	\$1,500.00
20-50 acres	\$1,750.00
50-100 acres	\$2,000.00
100+ acres	\$2,250.00 +\$100per additional acre

MU-S or C (Campus)*

0-10 acres	\$2,000.00
10-20 acres	\$2,500.00
20-50 acres	\$3,500.00
50-100 acres	\$5,000.00
100+ acres	\$5,000.00 +\$100per additional acre

RP-S (Research Park)*

0-10 acres	\$2,000.00
10-20 acres	\$2,500.00
20-50 acres	\$3,500.00
50-100 acres	\$4,500.00
100+ acres	\$5,000.00 +\$100per additional acre

MRB-S*

0-10 acres	\$7,500.00
10-20 acres	\$10,000.00
20-50 acres	\$15,000.00
50-100 acres	\$20,000.00
100+ acres	\$20,000.00 +\$250per additional acre

C-UDO-32 (Development requirements for large retail establishment when MRB-S is not triggered)

0-10 acres	\$6,500.00
10-20 acres	\$7,500.00
20-50 acres	\$10,000.00
50-100 acres	\$15,000.00
100+ acres	\$15,000.00 +\$250per additional acre

FINAL DEVELOPMENT PLAN*

0-10 acres	\$900.00
10-20 acres	\$1,000.00
20-50 acres	\$1,500.00
50-100 acres	\$2,000.00
100+ acres	\$2,000.00 + \$50 per additional acre

SUBDIVISION, MAJOR \$1,750.00 + 30 per lot

SUBDIVISION, MINOR \$125.00 per lot

FINAL PLAT APPROVAL

Subdivision, Major \$600.00

Subdivision, Minor \$250.00

Commercial Plat Approval \$125.00

***TIS REVIEW**

Sites That Require TIS Review \$110.00 per hour

For Village Consulting Engineer Review of Traffic Impact Study

MINOR CHANGES

Requiring Reports to Permit Issuing Authority

Single Family Residential \$250.00

Multi-Family/Commercial/Industrial \$400.00

Not Requiring Reports to Permit Issuing Authority

Single Family Residential \$50.00

Multi-Family/Commercial/Industrial \$100.00

PLANNING BOARD REVIEW FEE \$500.00

ZONING TEXT AMENDMENTS

Tier 1 \$500.00

Tier 2 \$1,000.00

OTHER FEES

Single Blade Sign \$115.00

Double Blade Sign \$200.00

Revenue Neutral Tax Rate Calculation

EXHIBIT B

Step 1. Annual Tax Base Growth Calculation

Year	Valuation	Valuation Increase(Decrease)	
2013-14	\$ 2,018,116,522		
2014-15	\$ 1,990,078,704	\$ (28,037,818)	-1.39%
2014-15	\$ 1,990,078,704		
2015-16	\$ 2,020,038,043	\$ 29,959,339	1.51%
2015-16	\$ 2,020,038,043		
2016-17	\$ 2,061,573,067	\$ 41,535,024	2.06%
2017-18	Tax Base \$ 2,191,202,877		0.72% Average Growth Rate

Step 2.
$$\frac{\text{Tax Base (FY 17-18)}}{100} = \frac{\$ 2,191,202,877}{100} = \$ 21,912,029$$

Step 3. Calculation of tax rate needed to produce equal tax levy

Tax Base (FY 17-18) x Rate Needed = Ad Valorem Tax Levy for FY 16-17

Rate Needed =
$$\frac{\text{AVT levy (FY 16-17)}}{\text{Tax Base (FY 17-18)}}$$

Rate Needed =
$$\frac{2,368,176}{21,912,029}$$

Rate Needed = \$ 0.1081

Step 4. Calculation of Revenue Neutral

Revenue Neutral Tax Rate= Tax Rate equivalent Levy x Growth Factor

$$0.1081 \quad 1.0072 \quad \$ \quad 0.1089$$