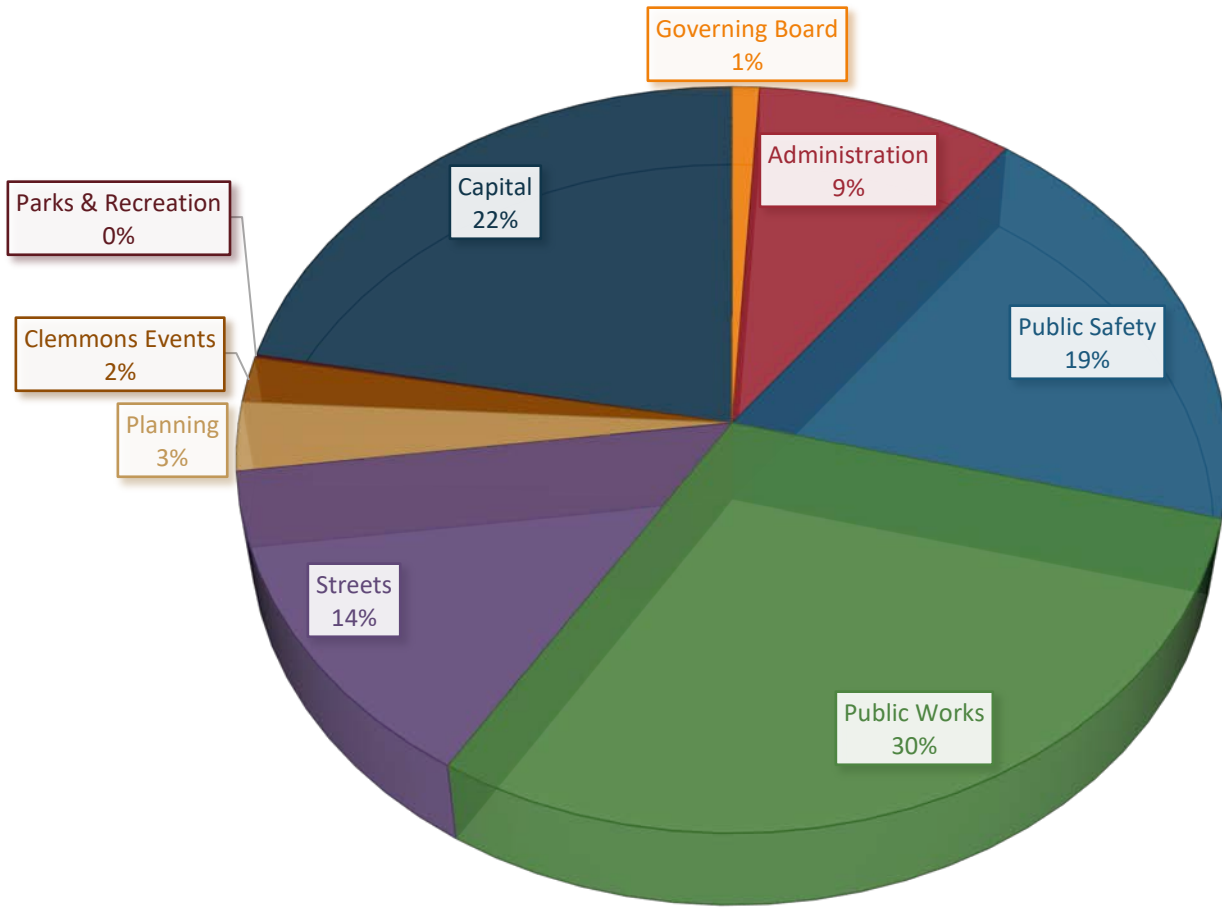


VILLAGE OF CLEMMONS APPROVED BUDGET



VILLAGE OF CLEMMONS APPROVED BUDGET AND BUDGET MESSAGE

For the Fiscal Year Ending June 30, 2019



Approved June 11, 2018

Presented: May 29, 2018

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, 2018 and ending June 30, 2019 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 storm water 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 11, 2018 the Village Council will hold a public hearing on the fiscal year ending June 30, 2019 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:

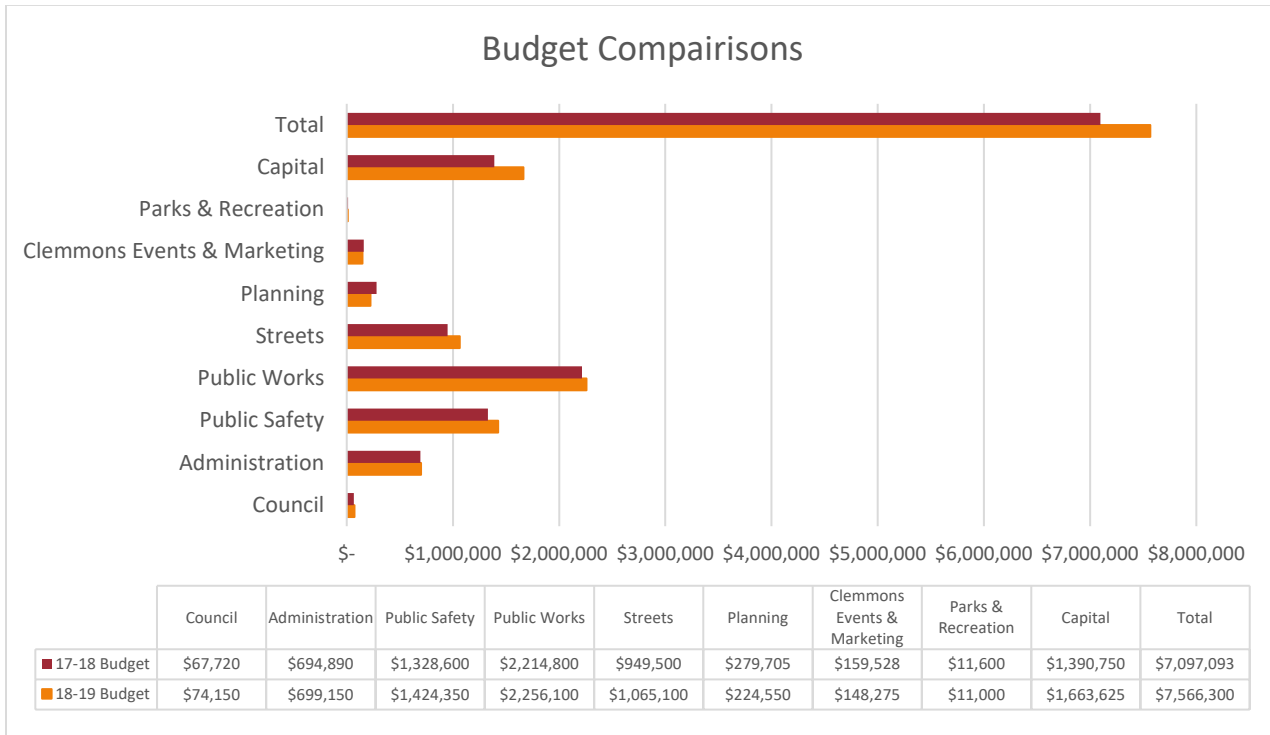
	Presented	Approved
General Fund	\$ 7,560,450	\$ 7,566,300
Storm water Fund	<u>\$ 1,967,625</u>	<u>\$ 1,967,625</u>
Total Major Funds	<u>\$ 9,528,075</u>	<u>\$ 9,533,925</u>

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 Council continues to focus on exploring avenues of communication and transparency with Village Citizens, therefore this budget includes funding for updating our current web page and videoing Village meetings. The budget also includes limited Saturday hours for the public works department. The Council has created and funded a new Transportation Committee who are tasked with the update of the Village Transportation Plan.

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 summarizes and compares the expenditures in the General Fund. The current budget reflects a 3.4% increase when compared to the amended FY 17-18 budget; however a portion of this increase is capital projects that were re-appropriated, such as the road extension for Clemmons Library, Lewisville-Clemmons Road connectivity project, sidewalk projects and paving at public works.



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 23; under capital outlay and transfers.

The budget includes expenditures for new facilities, major repairs for current facilities, vehicle replacement, equipment replacement and infrastructure related to capital projects and library site. These items are intended to prevent maintenance problems in the future and or provide increased efficiencies.

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 fund 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.



FUND BALANCE CONTINUED

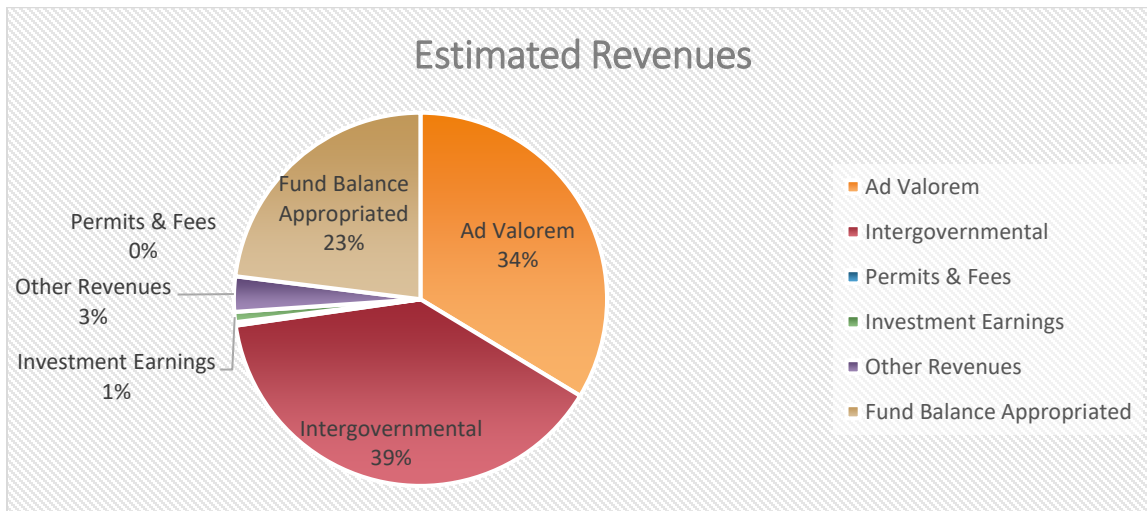
For fiscal year 2018-19 we propose an appropriation of \$ 1,739,325 of fund balance to be used as follows.

<i>Capital Projects</i>	\$ 642,625
<i>Capital Projects restricted for streets</i>	\$ 539,900
<i>Capital Outlay see detail under capital outlay & transfers (996,000)</i>	\$ 523,525
<i>Clemmons Events</i>	
<i>Restricted Cultural, economic and recreation</i>	\$ 7,275
<i>Restricted tourism</i>	<u>\$ 26,000</u>
<i>Total Fund Balance Appropriated</i>	<u>\$ 1,739,325</u>

REVENUES

For Fiscal Year 2018-19, 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 \$ 2,222,905,379, yielding an estimated \$2,536,500 in revenue.

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 2.2%. Dependency ratio provides the extent to which the Village is reliant on other governments (such as State & County) for resources. Clemmons dependency ratio is .55 compared to .39 of benchmark (other Forsyth County municipalities).



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 storm water is \$5.00 per equivalent residential unit per month, \$60.00 annually.

The Storm water 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. The major capital improvement project for FY 2018/19 is located on Springside Drive and the major capital expenditures are a truck wash building and tub grinder replacement. Quantity capital improvements are prioritized by the Storm water 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

W. Scott Buffkin
Village Manager



**VILLAGE OF CLEMMONS
BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2019**

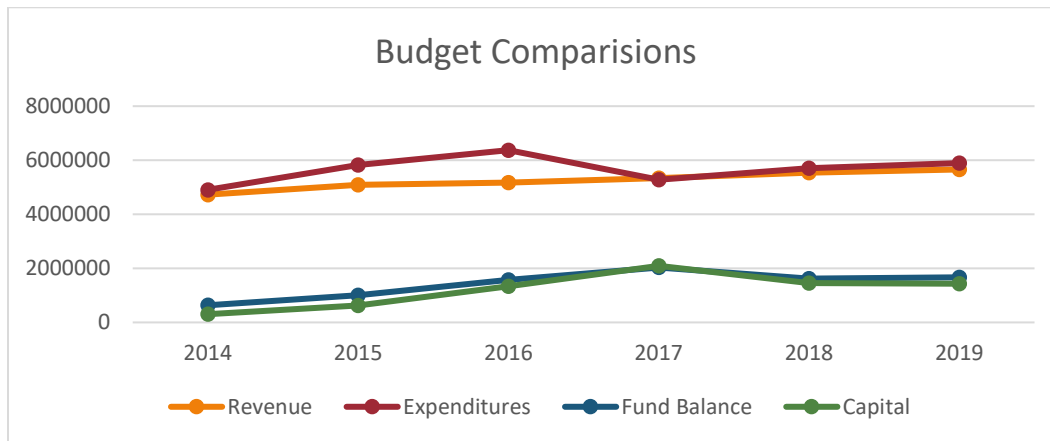
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Approved Budget and Budget Message
For The Fiscal Year Ending June 30, 2019

Description	Actual FYE 6/30/2017	Budget FYE 6/30/2018	Est. Actual FYE 6/30/2018	Proposed FYE 6/30/2019	Approved FYE 6/30/2019
Revenues					
Ad Valorem Taxes	2,389,020	2,517,400	2,517,357	2,550,000	2,550,000
Other Taxes	3,582	2,775	2,708	2,700	2,700
Unrestricted Intergovernmental	2,260,284	2,230,300	2,254,338	2,275,100	2,275,100
Restricted Governmental	755,633	735,000	642,055	678,700	678,700
Permits & fees	69,624	31,525	44,932	22,175	22,175
Investment earnings	26,647	20,000	54,320	67,000	67,000
Donations & Sponsorship	8,450	7,500	4,500	5,000	5,000
Other Revenue	18,286	-	125	226,300	226,300
Total Revenue before Fund Balance App	5,531,526	5,544,500	5,520,335	5,826,975	5,826,975
Fund Balance Appropriated	-	1,552,593	-	1,733,475	1,739,325
Total Revenue	5,531,526	7,097,093	5,520,335	7,560,450	7,566,300
Expenditures					
Governing Board	60,703	67,720	54,325	74,150	74,150
Administration	705,791	694,890	604,995	699,150	699,150
Public Safety	1,223,792	1,328,600	1,315,959	1,424,350	1,424,350
Public Works	1,931,312	2,214,800	1,987,287	2,256,100	2,256,100
Streets	345,786	949,500	493,450	1,065,100	1,065,100
Planning	137,868	279,705	217,301	224,550	224,550
Clemmons Events & Marketing	150,910	159,528	115,257	142,425	148,275
Parks & Recreation	8,344	11,600	5,435	11,000	11,000
Subtotal	4,564,505	5,706,343	4,794,009	5,896,825	5,902,675
Capital Outlay	755,399	746,930	323,217	996,000	996,000
Major Repairs	25,532	75,000	33,000	25,000	25,000
Transfer to Capital Projects	25,173	568,820	75,000	642,625	642,625
Subtotal Capital and Transfers	806,104	1,390,750	431,217	1,663,625	1,663,625
Total Expenditures	\$ 5,370,609	\$ 7,097,093	\$ 5,225,226	7,560,450	7,566,300





Approved Budget and Budget Message
For The Fiscal Year Ending June 30, 2019

ESTIMATED GENERAL FUND REVENUES

Account #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
AD VALOREM TAXES							
10-3100-1100	Taxes-Ad Valorem Prior Years	13,214	11,000	4,000	6,000	6,000	
10-3100-1110	Taxes -Ad Valorem Current	2,134,087	2,262,700	2,273,300	2,296,500	2,296,500	
10-3100-1210	Taxes-Motor Vehicles-Current	232,721	237,600	234,579	240,000	240,000	
10-3100-1600	Tax Refund/Releases	(852)	-	(1,002)	-	-	
10-3100-1700	Interest Prior	3,388	2,500	1,330	2,500	2,500	
10-3100-1710	Interest-Current Year	6,462	3,600	5,150	5,000	5,000	
	TOTAL AD VALOREM TAXES	2,389,020	2,517,400	2,517,357	2,550,000	2,550,000	1.29%
OTHER TAXES							
10-3235-0000	Gross Receipts Tax Leases	3,582	2,775	2,708	2,700	2,700	
	TOTAL OTHER TAXES	3,582	2,775	2,708	2,700	2,700	-2.70%
UNRESTRICTED INTERGOVERNMENTAL							
10-3324-0010	Sales Tax Natural Gas	37,245	22,500	39,293	40,000	40,000	
10-3324-0020	Electricity Sales Tax	702,795	710,000	690,145	693,500	693,500	
10-3324-0030	Sales Tax Telecommunication	86,440	68,000	79,525	75,000	75,000	
10-3324-0040	Sales Tax Video Programming	194,333	192,000	186,770	185,000	185,000	
10-3324-1000	Sales Tax Distribution	790,586	793,000	816,675	839,500	839,500	
10-3324-3357	Beer & Wine Tax	88,600	85,800	84,100	84,100	84,100	
10-3324-3381	ABC Distribution	360,285	359,000	357,830	358,000	358,000	
	TOTAL UNRESTRICTED INTERGOVERNMENTAL	2,260,284	2,230,300	2,254,338	2,275,100	2,275,100	2.01%
RESTRICTED INTERGOVERNMENTAL							
10-3432-3433	Powell Bill	522,185	516,500	519,021	513,200	513,200	
10-3432-3439	County Participation Library Site	110,000	-	-	-	-	
10-3432-3440	Sewer Reserve Reimbursement	-	100,000	-	42,000	42,000	
10-3432-3472	Solid Waste Disposal Tax	13,149	14,000	13,300	13,500	13,500	
10-3432-7030	County Shared -Local Occupancy Tax	39,477	38,000	39,834	40,000	40,000	
10-3432-7031	County Occupancy Tax-tourism	70,822	66,500	69,900	70,000	70,000	
	TOTAL RESTRICTED INTERGOVERNMENTAL	755,633	735,000	642,055	678,700	678,700	-7.66%
PERMITS AND FEES							
10-3534-3100	Parking Tickets	450	400	1,200	500	500	
10-3534-3102	False Alarms	5,700	6,100	5,000	5,000	5,000	
10-3534-5100	Public works fees & ordinances	13,015	8,000	8,338	8,000	8,000	
10-3534-9100	Planning fees	32,552	15,000	7,000	7,000	7,000	
10-3534-9101	Community Garden fee	450	525	625	525	525	
10-3534-9102	Payment in Lieu-Restricted	16,292	-	21,604	-	-	
10-3534-9103	Farmers Market	1,165	1,500	1,165	1,150	1,150	
	TOTAL PERMITS AND FEES	69,624	31,525	44,932	22,175	22,175	-29.66%
INVESTMENT EARNINGS							
10-3831-0000	Investment earnings	19,979	20,000	43,088	55,000	55,000	
10-3831-1000	Investment Earnings-Reserve	134	-	252	-	-	
10-3831-2000	Investment Earnings-Powell Bill	6,534	-	10,980	12,000	12,000	
	TOTAL INVESTMENT EARNINGS	26,647	20,000	54,320	67,000	67,000	235.00%
DONATIONS AND SPONSORSHIPS							
10-3833-1000	Clemmons Events Sponsorships	8,450	7,500	4,500	5,000	5,000	
	TOTAL DONATIONS AND SPONSORSHIPS	8,450	7,500	4,500	5,000	5,000	-33.33%
OTHER REVENUE							
10-3835-0000	Sale of Capital Assets	5,850	-	-	50,000	50,000	
10-3839-0000	Miscellaneous	215	-	125	-	-	
10-3839-1000	Hubbard Realty Portion James St Ex	-	-	-	176,300	176,300	
10-3986-0000	Interfund Loan Receipt	12,221	-	-	-	-	
	TOTAL OTHER REVENUE	18,286	-	125	226,300	226,300	
	Subtotal	5,531,526	5,544,500	5,520,335	5,826,975	5,826,975	5.09%
FUND BALANCE APPROPRIATED							
10-3991-0000	Fund Balance Appropriated	-	1,072,065	-	1,166,150	1,166,150	
10-3991-0010	Fund Balance Appr. Restricted CRED	-	7,878	-	1,425	7,275	
10-3991-0020	Fund Balance Reserve-Tourism	-	39,650	-	26,000	26,000	
10-3991-9010	Fund Balance Appr. Restricted Streets	-	433,000	-	539,900	539,900	
	TOTAL FUND BALANCE APPROPRIATED	-	1,552,593	-	1,733,475	1,739,325	12.03%
	TOTAL GENERAL FUND REVENUES	\$ 5,531,526	\$ 7,097,093	\$ 5,520,335	\$ 7,560,450	\$ 7,566,300	6.61%



ESTIMATED GENERAL FUND REVENUES CONTINUED

AD VALOREM TAXES:

Forsyth County assessed property values as of January 1, 2018; the total estimated tax base is \$2,222,905,379 (1.5% increase). The proposed tax rate is \$.115 per \$100 valuation.

	Tax Base FY 17-18	Tax Base FY 18-19	Collection Rate	Levy
Forsyth County	\$1,982,447,551	\$2,012,031,453	99.25%	\$2,296,500
NCDMV Registered Motor Vehicles	208,775,326	210,873,926	99%	\$240,000
Total	\$2,191,202,877	\$2,222,905,379		\$2,536,500

INTERGOVERNMENTAL REVENUES:

State or County Levied Taxes shared with Clemmons

- Utilities Sales Tax based on NCLM projections and Clemmons % change from same period FY 16-17 to FY 17-18
 - Natural Gas (1% increase)
 - Electricity (.5 % increase)
 - Telecommunications (7% decrease)
 - Video Programing (4% decrease)
- Sales Tax Distribution Forsyth County levied 2% local sales tax distributed on ad valorem basis.
 - 2.8% increase based on NCLM projections and Clemmons estimated actual
 - 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): State Appropriation

Population	19605	19.60	384,250
Miles	80.09	1609.84	128,930

- Solid Waste Disposal Fee 1% Increase
 - Portion of State landfill tipping fee restricted for recycling.
- 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	\$40,000
Restricted for Travel & Tourism Related Activities	\$70,000

DONATIONS & SPONSORSHIPS:

This is community partners for Clemmons Events, per the Village's contract with Waste Management, Waste Management contributes \$3,000 for Clemmons events.

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.

Fund Balance	Actual 6/30/2017	Estimated 6/30/2018	Budget 6/30/2019	Projection 6/30/2019
Fund Balance Restricted Steets	\$ 1,525,280	\$ 36,551	\$ (539,900)	\$ 1,021,931
Fund Balance Restricted Tourism	\$ 156,502	\$ 2,213	\$ (26,000)	\$ 132,715
Fund Balance Retricted Occupancy	\$ 57,950	\$ (3,236)	\$ (7,275)	\$ 47,439
Committed Recreational (Payment in Lieu)	\$ 22,203	\$ 21,604	\$ -	\$ 43,807
Committed Facilities	\$ 31,652	\$ 252	\$ -	\$ 31,904
Fund Balance Unassigned +Restricted State Statute Receivable	\$ 4,503,738	\$ 237,725	\$ (1,166,150)	\$ 3,575,313

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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4110-1200	Salaries	\$ 31,900	\$ 33,300	\$ 32,597	\$ 33,300	\$ 33,300	
10-4110-1810	FICA	2,440	2,550	2,428	2,550	2,550	
10-4110-1910	Audit	13,900	14,300	14,300	14,700	14,700	
10-4110-3100	Travel/Meetings	6,462	9,000	5,000	6,600	6,600	
10-4110-3900	Contract services	6,000	8,570	-	10,000	10,000	
10-4110-6990	Forsyth County-Clemmons Library	-	-	-	7,000	7,000	
TOTAL GOVERNING BOARD		\$ 60,703	\$ 67,720	\$ 54,325	\$ 74,150	\$ 74,150	9.49%

SALARIES:

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

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:

\$750 per Councilmember & Mayor	\$4,500
Lunches & Snacks –Village Retreat	\$ 700
Meals-Special Meetings/6	\$ 900
Miscellaneous	\$ 500
Total	\$6,600

FORSYTH COUNTY-CLEMMONS LIBRARY:

In prior years this appropriation has been included under cultural, economic and recreation department, there has been a shift to only include Clemmons events and marketing type items that are funded by Forsyth County Occupancy Tax. 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

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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4120-1210	Salaries	\$ 405,852	\$ 304,200	\$ 296,000	\$ 316,500	\$ 316,500	
10-4120-1211	Salary Auto Allowance	1,600	4,800	4,800	4,800	4,800	
10-4120-1810	FICA	30,500	23,640	23,011	24,600	24,600	
10-4120-1820	Retirement	23,475	22,950	21,555	24,900	24,900	
10-4120-1821	401K Match	14,091	13,400	11,170	14,400	14,400	
10-4120-1830	Group insurance	38,991	47,000	46,697	45,000	45,000	
10-4120-1840	Moving expenses	-	2,000	1,638	-	-	
10-4120-1850	Unemployment	5,242	200	55	100	100	
	Personnel	519,751	418,190	404,926	430,300	430,300	2.90%
10-4120-1920	Attorney	26,478	46,000	22,000	35,000	35,000	
10-4120-2000	Supplies	4,607	7,500	5,687	7,000	7,000	
10-4120-3100	Travel/meetings/education	10,133	13,000	7,113	13,000	13,000	
10-4120-3110	Travel/mileage reimbursement	3,464	1,000	184	300	300	
10-4120-3210	Telephone	8,879	8,500	7,817	8,500	8,500	
10-4120-3250	Postage	3,101	3,500	1,952	3,000	3,000	
10-4120-3290	Citizen communication	4,531	7,200	6,426	15,000	15,000	
10-4120-3300	Utilities-Village Hall	9,316	12,250	11,225	12,250	12,250	
10-4120-3340	Water & sewer	371	1,700	400	1,000	1,000	
10-4120-3400	Printing	634	2,500	386	2,000	2,000	
10-4120-3510	Bldg. & Landscaping maintenance	8,639	15,000	8,600	25,000	25,000	
10-4120-3700	Advertising	2,939	5,000	2,938	5,000	5,000	
10-4120-3900	Contract Services	21,362	32,000	10,227	25,000	25,000	
10-4120-3910	Contract Services Tax Collection	27,060	28,600	32,480	37,000	37,000	
10-4120-3920	Contract Services Board of Elections	-	27,000	27,000	-	-	
10-4120-4300	Taxes	2,147	-	-	-	-	
10-4120-4400	Licenses & Support Agreements	7,478	8,300	7,549	8,300	8,300	
10-4120-4500	Insurance & bonds	17,110	22,700	17,098	32,000	32,000	
10-4120-4910	Dues and subscriptions	26,294	29,500	25,537	29,500	29,500	
10-4120-4990	Non capital equipment	1,499	5,450	5,450	10,000	10,000	
	Subtotal	186,040	276,700	200,069	268,850	268,850	-2.84%
	TOTAL ADMINISTRATION	\$ 705,791	\$ 694,890	\$ 604,995	\$ 699,150	\$ 699,150	0.61%

GOALS AND OBJECTIVES FOR FISCAL YEAR ENDING JUNE 30, 2019:

- 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.



ADMINISTRATION APPROPRIATIONS, CONTINUED

Personnel: Salaries, Social Security & Medicare, LGERS, 401K, Insurance

Personnel information 3 Full Time Employees 1 Part Time Employee

Full Time Positions:

- Manager
- Clerk/Human Resources
- Finance Officer

Part Time Positions:

- Marketing and Communication Director

Benefits

- Group Insurance: Health, Dental and Vision
- Life Insurance- 1 x Salary
- Local Government Employees Retirement System 7.75% (increase of .25%)
- 401K- the Village match's employees contribution up to 5%

TRAVEL/MEETINGS/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	Marketing and Communication Director
ASU Local Government Alumni	Visit NC
NCLM Conference	Finance Officer-CPA requires 40 hours Continuing Ed
Manager Conferences (2)	3 Conferences
Town Hall Day	NC State Treasures Meeting
Host Managers for Manager Roundtable	Update CAFR
Host Sheriff	Update GAAP
ICMA Conference	Attorney Conference per contract
Clerk	Miscellaneous
Clerk Academy (2)	
2 Prepaid Chamber Lunches	
Miscellaneous	

CITIZEN COMMUNICATION:

Provide open and transparent government to the Village Citizens.

- Web page subscription and web page update (changes to be recommended by Committee)
 - Budgeted for redesign with package from Gov Office (\$8,000)
- Software and licenses Video Streaming and You Tube Channel
- Constant Contact (email an text blasts)
- Coffee with a Cop
- Open house with departments having booths set up that Citizens could ask questions and obtain information related to the department they are interested in
 - Manager
 - Public Works
 - Finance
 - Planning
 - Storm water
 -

BUILDING AND LANDSCAPING MAINTENANCE:

- Generator Maintenance
- Landscaping
- HVAC Repairs and Service
- Plumbing Repairs
- Replacement of carpet



ADMINISTRATION APPROPRIATIONS, CONTINUED

CONTRACT SERVICES:

This category contains various service contracts for the Village

- Cleaning 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.

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. This is an increase the DOT is implementing a new credit card processing platform and mobile payment application which will increase the credit card fee charged to local governments on a per transaction basis from 1.29% to 1.85%, which is a 43% increase.

LICENSES AND SUPPORT AGREEMENTS:

- XEROX Copier per copy- monthly
- Smart Solutions- one hour of time and monitoring software and report for services and PC
- LOGIS –Accounting and Payroll Software quarterly
- Network Solutions-domain name
- Email software
- Security Software

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	16,520	NC Government Finance Association	60
School of Government	2,402	NC Government Budget Association	50
Piedmont Triad Regional Council	4,117	Government Finance Association	190
ICMA -Manager Association	850	The Clemmons Courier	20
NC City County Managers Association	265	Winston-Salem Journal	130
NC Association of Municipal Clerks	70	Sam's Club Direct	110
IIMC-	160	ASCAP	350
		BMI	360

NON –CAPITAL EQUIPMENT < \$5,000

- Replacement computer for Senior Administrative Assistant
- Replacement laptop for Director of Marketing and Communication
- Chair for Mayor
- Equipment related to videoing council meetings



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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4300-2000	Supplies	\$ 1,113	\$ 1,200	\$ 1,400	\$ 2,000	\$ 2,000	
10-4300-2510	Gas/Fuel	-	100	-	100	100	
10-4300-2900	Non-capital equipment	-	600	600	1,500	1,500	
10-4300-3210	Telephone and internet	7,888	9,000	7,399	9,000	9,000	
10-4300-3300	Utilities	2,734	2,900	2,566	2,700	2,700	
10-4300-3510	Repairs & maintenance	27	1,000	90	750	750	
10-4300-3900	Contract Services -Hustle	-	1,000	-	500	500	
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	950	1,000	1,000	1,000	1,000	
10-4300-6930	Contract Services Forsyth County	1,194,279	1,295,000	1,286,104	1,390,000	1,390,000	7.34%
TOTAL PUBLIC SAFETY		1,223,792	1,328,600	1,315,959	1,424,350	1,424,350	7.21%

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 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 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

CONTRACT SERVICES SHERIFF'S DEPARTMENT:

- The Village contract with Forsyth County and Forsyth County Sheriff's Department for 1 Sergeant, 1 corporal, 1 investigator and 10 Deputies.
 - The contract includes direct cost such as uniforms etc. and indirect cost, vehicle costs and County administrative fee
- The Contract also includes 1 additional corporal thru a mini COPS Y2 of 3- the county and FCSO pays for a portion of the position. After year 3 years if the Village chooses to keep the corporal, the Village would pay full cost. During the current year the County and FCSO portion is \$ 55,050



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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4500-1210	Salaries	\$ 450,459	\$ 514,150	\$ 439,834	\$ 503,000	\$ 503,000	
10-4500-1810	FICA	33,707	39,350	32,767	38,500	38,500	
10-4500-1820	Retirement expense	32,455	38,000	32,988	39,200	39,200	
10-4500-1821	401K Match	15,014	18,550	13,918	22,400	22,400	
10-4500-1830	Group insurance	122,567	145,000	116,888	125,000	125,000	
10-4500-1850	Unemployment	243	500	-	500	500	
	Personnel	654,444	755,550	636,395	728,600	728,600	-3.57%
10-4500-2000	Supplies	10,112	15,000	11,668	15,000	15,000	
10-4500-2010	Street signs/posts	6,830	11,000	6,900	10,000	10,000	
10-4500-2120	Safety clothing & uniforms	13,506	24,500	15,900	20,000	20,000	
10-4500-2510	Gas & fuel	22,458	26,000	27,460	30,000	30,000	
10-4500-2900	Non capital equipment	19,876	24,800	4,000	25,000	25,000	
10-4500-3100	Travel/education/meetings	5,393	15,000	6,800	10,000	10,000	
10-4500-3110	Travel-Mileage Reim.	112	750	-	500	500	
10-4500-3210	Telephone/internet	11,365	12,700	10,468	12,000	12,000	
10-4500-3300	Utilities-street lights	121,554	132,000	137,975	158,000	158,000	
10-4500-3310	Utilities-Village Yard	21,706	26,000	28,750	30,000	30,000	
10-4500-3510	Bldg. & Landscaping Maintenance	8,355	19,000	11,892	15,000	15,000	
10-4500-3511	Landscaping NCDOT RofW & Ramps	986	12,500	1,200	7,000	7,000	
10-4500-3520	Repairs & Maintenance	36,561	55,000	37,998	55,000	55,000	
10-4500-3590	Street Repairs due to Utilities	7,500	9,000	1,500	9,000	9,000	
10-4500-3900	Solid Waste & Recycling	945,422	1,018,800	994,121	1,040,500	1,040,500	
10-4500-3970	Leaf/Limb Grass Disposal	5,123	6,000	6,570	8,000	8,000	
10-4500-3990	Contract Services-General	45	4,500	4,434	32,500	32,500	
10-4500-4400	Licenses & support agreement	6,844	7,300	7,573	8,000	8,000	
10-4500-4500	Insurance	31,971	38,000	34,138	40,000	40,000	
10-4500-4910	Dues and subscriptions	1,149	1,400	1,545	2,000	2,000	
		1,276,868	1,459,250	1,350,892	1,527,500	1,527,500	4.68%
	TOTAL PUBLIC WORKS	\$ 1,931,312	\$ 2,214,800	\$ 1,987,287	\$ 2,256,100	\$ 2,256,100	1.86%

GOALS AND OBJECTIVES FOR FISCAL YEAR JUNE 30, 2019:

- 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.



PUBLIC WORKS APPROPRIATIONS, CONTINUED

SALARIES AND BENEFITS:

14 Full Time Positions 1 Position Currently Unfilled	Public Works	Street	Storm water
Public Works Director and Village Engineer	50%		50%
Senior Administrative Support Specialist	100%		
Public Works Director of Operations (1)	81%	7%	12%
Assistant Director of Operations- Unfilled	81%	7%	12%
Mechanic (1)	81%	7%	12%
Equipment Operators (6)	81%	7%	12%
Landscape Supervisor (1)	81%	7%	12%
Landscape Technician (2)	81%	7%	12%
Inspector (1) PT Position	81%	7%	12%
Total Salaries \$ 644,595	\$503,000	\$36,525	\$105,400

Benefits:

- Group Insurance- Health, Dental and Vision
- Life Insurance 1 x Salary
- Local Government Employees Retirement System
- 401K- The Village matches employee contribution up to 5%.

SAFETY CLOTHING & UNIFORMS:

- Uniform rental and employee clothing
 - Village provides cold weather outerwear and clothing for Public Works Employee due to nature of the work they perform
 - Great chance of ruining clothing and out in extreme weather
- Safety Shoes replace about 5 employees a year
- Safety vests & glasses
- Gloves
- Random drug testing

GAS & FUEL:

- CPI for gasoline as of Feb. 2018 was 12.6%
- Estimated 5% increase from estimated actual

NON CAPITAL EQUIPMENT < \$5,000

- Replace Computer Senior Administrative Assistant
- Phones for Public Works Director and Director of Operations
- Replace a couple of weed eaters and blowers
- Update vehicle diagnostic software
- Tools

TRAVEL/ EDUCATION/ MEETINGS:

- Employee Travel for training and or meetings
 - Public Works Director or the Village Manager approves all employee travel
- Training may vary from year to year depending of offerings from NC Association of Public Works and NCDOT.

TELEPHONE & INTERNET:

- Telephone and internet service for public works
- Cell phone provided for all Public Works Employee
 - Employees required to be on call 24/7



PUBLIC WORKS APPROPRIATIONS, CONTINUED

UTILITIES STREET LIGHTS

- Currently 984 Street lights increase of 132 from 852
- Additional lights Lewisville-Clemmons Road Connectivity 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 March 2.9% as of Mar 2018

	Count FY 2018	Count FY 2019	Current Rate	Rate 7/1/18 Contract	Amount
Single Family Residential	6102	6167	\$9.82	\$10.11	\$748,200
Single Family Recycling	6130	6195	\$2.77	\$2.85	\$212,000
Condos & Townhomes Dumpster					\$47,300
Cardboard Recycling less rebate					\$2,500
Cardboard Recycling additional 10 pickups					\$1,000
Compactor extra household trash					\$10,000
Compactor extra trash assuming 10 additional pickup per month due to Saturday operations \$130.00 per pickup plus per ton cost					\$4,000
Bulk Item Pick up 1					\$15,000
Used Oil					\$250
City of Winston-Salem					\$250

CONTRACT SERVICES-GENERAL:

Pavement Study –Condition of Streets and best materials etc. to use etc.



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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4510-1210	Salaries	\$ 31,879	\$ 15,300	\$ 12,600	\$ 36,525	\$ 36,525	
10-4510-1810	FICA	2,390	1,175	970	2,800	2,800	
10-4510-1820	Retirement	2,329	1,120	940	2,600	2,600	
10-4510-1821	401K Match	1,093	515	460	1,425	1,425	
10-4510-1830	Group insurance	8,603	4,400	3,400	9,050	9,050	
		46,294	22,510	18,370	52,400	52,400	132.79%
10-4510-1990	Surveying/Engineering	1,300	1,900	1,900	2,000	2,000	
10-4510-2400	Drainage repairs-Streets	3,421	10,000	3,100	-	-	
10-4510-2510	Gas and fuel	602	1,500	460	1,000	1,000	
10-4510-2900	Traffic Control	500	61,000	69,802	5,000	5,000	
10-4510-3510	Right of Way Maint. Village Streets	2,557	4,000	1,000	4,000	4,000	
10-4510-3520	Repairs & Maintenance Equipment	1,302	2,000	285	2,000	2,000	
10-4510-3570	Sidewalk Maintenance or Construction	9,600	10,000	10,000	10,000	10,000	
10-4510-3590	Other Miscellaneous	431	500	-	500	500	
10-4510-3600	Snow Removal	9,122	20,000	11,965	20,000	20,000	
10-4510-5910	Street Patching & Repairs	8,804	20,000	20,000	15,000	15,000	
10-4510-5920	Street Resurfacing & Paving	242,657	363,090	356,568	373,300	373,300	
10-4510-5500	Capital outlay	19,197	-	-	40,000	40,000	
10-4510-9800	Transfers to Capital Projects	-	433,000	-	539,900	539,900	
	Subtotal	299,492	926,990	475,080	1,012,700	1,012,700	9.25%
	TOTAL STREETS	\$ 345,786	\$ 949,500	\$ 493,450	\$ 1,065,100	\$ 1,065,100	12.17%

GOALS AND OBJECTIVES FOR FISCAL YEAR ENDING JUNE 30, 2019:

- Complete Construction of 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

RESTRICTED REVENUES ASSOCIATED WITH THIS DEPARTMENT:

- Powell Bill \$ 513,200
- Interest Powell Bill: \$ 12,000
- Fund Balance Appropriated: \$ 539,900
- \$1,065,100



STREET APPROPRIATIONS, CONTINUED

SALARIES:

14 Full Time Positions 1 Position Currently Unfilled	Public Works	Street	Storm water
Public Works Director and Village Engineer	50%		50%
Senior Administrative Support Specialist	100%		
Public Works Director of Operations (1)	81%	7%	12%
Assistant Director of Operations- Unfilled	81%	7%	12%
Mechanic (1)	81%	7%	12%
Equipment Operators (6)	81%	7%	12%
Landscape Supervisor (1)	81%	7%	12%
Landscape Technician (2)	81%	7%	12%
Inspector (1) PT Position	81%	7%	12%

Please note that allocations are recalculated when preparing budget based on actual time cards, current year allocation for Powell Bill is 2%.

TRAFFIC CONTROL:

- Stop Signs
- Speed Limit Signs
- Post for signs
- Cones

RESURFACING AND PAVING:

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

CAPITAL OUTLAY:

- Crack Seal Machine

TRANSFER TO CAPITAL PROJECT:

Completion of road and sidewalk construction for phase I of Lewisville-Clemmons Road Connectivity Project is expected to be funded from State appropriation for streets. \$539,900

- The design, enhancements, and storm drainage are appropriated in other portions of the budget due to funding source for those items.



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 #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-4910-1210	Salaries	70,753	89,500	77,787	88,850	88,850	
10-4910-1810	FICA	5,388	6,850	5,795	6,800	6,800	
10-4910-1820	Retirement expense	5,090	5,585	5,135	5,950	5,950	
10-4910-1821	401K Match	3,510	3,725	5,562	3,900	3,900	
10-4910-1830	Group Insurance	10,769	11,200	11,114	11,000	11,000	
10-4910-1850	Unemployment Expense	26	30	-	50	50	
	Personnel	95,537	116,890	105,393	116,550	116,550	-0.29%
10-4910-1920	Contract Service Attorney	4,006	8,000	1,900	5,000	5,000	
10-4910-2000	Supplies	153	1,000	1,058	1,500	1,500	
10-4910-3100	Travel/education/meetings	218	2,500	2,500	2,500	2,500	
10-4910-3110	Travel/mileage reimbursement	619	1,500	600	1,000	1,000	
10-4910-3210	Telephone	1,296	1,100	728	1,100	1,100	
10-4910-3400	Printing	-	4,500	-	2,000	2,000	
10-4910-3700	Advertising	2,393	5,400	1,440	5,000	5,000	
10-4910-3930	Contract Services General	5,164	8,000	2,599	15,000	15,000	
10-4910-3960	Contract Services Transportation	3,290	44,000	33,500	12,000	12,000	
10-4910-3961	Transportation Committee	-	-	-	3,000	3,000	
10-4910-3970	Contract Services-Comp Plan	8,150	40,000	36,000	8,000	8,000	
10-4910-3980	Contract Services-Site Plan Review	-	4,000	3,000	4,000	4,000	
10-4910-4000	Farmers Market	1,888	10,000	7,588	10,000	10,000	
10-4910-4010	Community Garden	-	1,000	500	1,500	1,500	
10-4910-4400	Software License	-	3,415	3,414	5,000	5,000	
10-4910-4910	Dues and subscriptions	310	400	350	400	400	
10-4910-4980	Non capital equipment	690	-	-	3,000	3,000	
10-4910-6931	Contract Service-Enforcement	12,155	26,000	14,731	26,000	26,000	
10-4910-6933	Matching Funds Home Program	2,000	2,000	2,000	2,000	2,000	
	Subtotal	42,332	162,815	111,908	108,000	108,000	-34%
	TOTAL PLANNING & ZONING	137,869	279,705	217,301	224,550	224,550	-20%

GOALS AND OBJECTIVES FOR FISCAL YEAR ENDING JUNE 30, 2019

- Provide accurate and timely information to Council
- Work on action items highlighted in the Comprehensive Plan
- Update of Clemmons Transportation Plan
- Advance employee skills, knowledge-base and exchange of knowledge through training, conferences and education
- Update Unified Development Ordinances for changes within the Village and or changes to State Law.
- Continuing to advance connectivity along Lewisville-Clemmons Road



PLANNING AND ZONING APPROPRIATIONS, CONTINUED

PERSONNEL:

- Planner
- ½ part time site plan reviewer other ½ storm water
- Intern

PRINTING:

Printed Copies of the update Comprehensive Plan

CONTRACT SERVICE-TRANSPORTATION:

Transportation related studies as deemed necessary by the Village Planner.

TRANSPORTATION COMMITTEE:

Council appointed committee to update the Village Transportation Plan, the Council has allocated \$3,000 for this committee.

CONTRACT SERVICE-COMP PLAN:

Begin action items generated from updated Comprehensive Plan

CONTRACT SERVICES-ENFORCEMENT:

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

FARMERS MARKET:

- Continuing working on old truck to use as sign for farmers market
- Advertising of farmers market

COMMUNITY GARDEN:

Replace some of boards of boxes

SOFTWARE LICENSE:

- Subscription for Project Software
- ARC GIS

NON-CAPITAL EQUIPMENT:

- Replace 4 year old laptop



CLEMMONS EVENTS AND MARKETING APPROPRIATIONS

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

Account #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-6000-1210	Salaries	11,500	23,325	20,961	25,000	25,000	
10-6000-1810	FICA	900	1,785	1,603	1,925	1,925	
10-6000-1820	Retirement expense	881	1,750	1,572	1,900	1,900	
10-6000-1821	401K Match	657	1,168	1,048	1,900	1,900	
	Personnel	13,938	28,028	25,184	30,725	30,725	9.62%
10-6000-6030	Forsyth County Clemmons Library	7,000	7,000	7,000	-	-	
10-6000-6040	Southwest Little League	-	3,500	1,920	-	-	
10-6000-6130	Clemmons Events	22,329	25,000	2,200	2,200	2,200	
10-6000-6131	Movie Nights	-	-	8,331	8,500	9,250	
10-6000-6132	Monster Dash & Goblin Hop	-	-	2,009	3,000	3,550	
10-6000-6133	Ice Cream Festival	-	-	7,421	8,000	8,550	
10-6000-6134	Winter Event	-	-	495	1,000	5,000	
10-6000-6140	Tourism related	58,692	68,000	43,800	55,000	55,000	
10-6000-6141	Tourism-Festival of Lights	7,751	28,000	16,897	34,000	34,000	
10-6000-6910	Grants	41,200	-	-	-	-	
	Subtotal	136,972	131,500	90,073	111,700	117,550	
	TOTAL CLEMMONS EVENTS & MARKETING	150,910	159,528	115,257	142,425	148,275	-7.1%

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, Sponsorships and Fund Balance.

- *Occupancy Tax Cultural Recreation* **\$40,000**
- *Occupancy Tax Tourism* **\$70,000**
- *Sponsorships* **\$ 5,000**
- *Fund Balance Appropriated Restricted* **\$33,275**

PERSONNEL

- ½ of the Clemmons Marketing and Communications Director salaries.

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
- Visit Winston-Salem

TOURISM- RELATED FESTIVAL OF LIGHTS:

- Set up, decorate and take down Christmas Tree Village Hall
- Tree lighting event
- Electricity Snowflakes on Light Poles
- Maintenance of Christmas decorations
- Purchase 33 Led Snowflakes to replace old incandescent bulb Snowflake
 - Less Electricity
 - Easier to put up and maintain



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 #	Account Description	Actual	Budget	Est. Actual	Proposed	Approved	%
		6/30/2017	6/30/2018	6/30/2018	6/30/2019	6/30/2019	
10-6120-1010	Greendale Park Maintenance	1,492	2,600	1,204	2,000	2,000	
10-6120-1020	Lake & Greenway Maintenance	4,807	9,000	4,231	9,000	9,000	
TOTAL PARKS & RECREATION		6,299	11,600	5,435	11,000	11,000	-5.17%

- **GREENDALE PARK MAINTENANCE**
 - Water
 - Electricity
 - Storm water fee
 - Weeding and grass
 - Maintenance on Gazebo & Lighting

- **Lake and Greenway**
 - Storm water fee
 - Fish food
 - Maintenance
 - Signage
 - Entrance maintenance
 - Electricity



**CAPITAL OUTLAY, MAJOR RENOVATIONS
AND TRANSFERS APPROPRIATIONS**

Account #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-8110-4120	Capital Outlay Administration	516,356	320,000	17,105	532,000	532,000	
10-8110-4500	Capital Outlay Public Works	167,221	423,180	382,112	464,000	464,000	
10-8110-4910	Capital Outlay Planning	-	3,750	2,454	-	-	
TOTAL CAPITAL OUTLAY		683,577	746,930	401,671	996,000	996,000	33.35%

Account #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-8140-2000	Major Repairs and Renovations PW	\$ 3,676	\$ 33,500	\$ 33,500	\$ 25,000	\$ 25,000	
10-8140-3000	Major Repairs and Renovations Park	-	46,500	-	-	-	
TOTAL MAJOR REPAIRS AND RENOVATIONS		\$ 3,676	\$ 80,000	\$ 33,500	\$ 25,000	\$ 25,000	-68.75%

Account #	Account Description	Actual 6/30/2017	Budget 6/30/2018	Est. Actual 6/30/2018	Proposed 6/30/2019	Approved 6/30/2019	%
10-9840-9800	Transfers to Capital Projects	\$ 25,173	\$ -	\$ -	\$ -	\$ -	
10-9840-9845	Clemmons Match 158 Sidewalk & Tanglewood Greenway- Complete	-	318,000	16,709	324,225	324,225	
10-9840-9849	Lewisville-Clemmons Rd Connectivity Complete Phase I & CMAC Sidewalk Portion of Phase II	-	83,500	78,020	86,000	86,000	
10-9840-9850	Clemmons Match-Sidewalk Stadium to Kinnamon on 158	-	54,080	-	54,100	54,100	
10-9840-9851	Clemmons Match -Intersection Imp.	-	72,000	-	72,000	72,000	
10-9840-9852	Clemmons Match-Harper Rd. Sidewalk	-	41,240	-	106,300	106,300	
TOTAL TRANSFERS TO CAPITAL PROJECTS		\$ 25,173	\$ 568,820	\$ 94,729	\$ 642,625	\$ 642,625	12.98%

▪ **CAPITAL OUTLAY-ADMINISTRATION**

- Road Construction at library site (Partial funded by Hubbard Realty \$176,300) \$401,000
- Water & Sewer at library site (Partial funded from Sewer Reserve Fund \$42,000) \$131,000
- Total \$532,000

Please note that cost estimates used for budget purposes where not based on actual design and bid cost for these items; actual cost may vary from budgeted estimate.

▪ **CAPITAL OUTLAY-PUBLIC WORKS**

- Replace tub grinder net of trade value \$500,000
 - ½ of tub grinder out of Storm water (\$250,000) \$250,000
 - Please note there is an offsetting revenue of \$50,000 for sale or trade in Tub grinder
- Paving Parking Area re appropriated 17-18 \$ 95,000
- Replace 2008 Chevy Colorado \$ 48,000
 - Includes Safety Lights, Decals, Snowplow, and Spreader box
- Wiring Infrastructure for Security Purposes \$ 30,000
- Replace Message Board \$ 15,000
- Privacy Fence attached to chain link fence in buffer area \$ 18,000
- Diagnostic for Large Trucks \$ 8,000
- Total \$464,000
- Sale of Capital Assets (\$ 50,000)
- Net effect total budget \$414,000

MAJOR RENOVATIONS & REPAIRS:



Public works

- o Replace Heat Pump \$ 25,000

TRANSFERS TO CAPITAL PROJECTS:

Capital Projects are in various stages of progress. Estimating to complete 158 Sidewalk to Tanglewood; currently waiting on approval of design plans from NCDOT. Estimating to complete 80% of sidewalk Kinnamon and Harper and Intersection Improvements, currently waiting on notice to proceed on these projects from NCDOT. Estimating to complete phase I of the Lewisville-Clemmons Rd. Market Center Drive and Sidewalk portion of Phase II. Please note that actual events may vary from projected events

<u>Capital Projects</u>	<u>Project Budget FY 2018-19</u>	
158 Sidewalk & Tanglewood Greenway		
STPDA Grant NCDOT	1,480,000	
Transfers from General Fund	<u>370,000</u>	324,225
<i>Estimated Revenues</i>	<u><u>1,850,000</u></u>	
Construction and Engineering	<u>1,850,000</u>	
Lewisville-Clemmons Road Connectivity		
CMAC Grant	320,000	
Grant	194,340	
Sewer Reserve	25,000	
Transfers from General Fund	904,740	625,900
Transfers from Storm water Fund	<u>109,200</u>	
<i>Estimated Revenues</i>	<u><u>1,553,280</u></u>	
Design	107,600	
Storm drainage	109,200	
Road & Sidewalk Construction	664,080	
Sidewalk Phase II	400,000	
Back flow preventer up fit	25,000	
Stamped Cross Walks	45,400	
Enhancements	<u>202,000</u>	
<i>Appropriations</i>	<u><u>1,553,280</u></u>	
Intersections Improvements		
Grant	360,000	
Transfers from General Fund	<u>90,000</u>	72,000
<i>Estimated Revenues</i>	<u><u>450,000</u></u>	
Engineering	45,000	
Construction	<u>405,000</u>	
<i>Appropriations</i>	<u><u>450,000</u></u>	
Sidewalk Harper Road I40 to Morgan		
Grant	531,200	
Transfers from General Fund	<u>132,800</u>	106,300
<i>Estimated Revenues</i>	<u><u>664,000</u></u>	
Engineering	66,400	
Construction	<u>597,600</u>	
<i>Appropriations</i>	<u><u>664,000</u></u>	
Sidewalk 158 Stadium to Kinnamon Village		
Grant	270,400	
Transfers from General Fund	<u>67,600</u>	54,100
<i>Estimated Revenues</i>	<u><u>338,000</u></u>	
Engineering	270,400	
Construction	<u>67,600</u>	
<i>Appropriations</i>	<u><u>338,000</u></u>	
	<u><u>1,182,525</u></u>	



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	Projections					
	18-19	19-20	20-21	21-22	22-23	23-24
Assessed Value	2,222,905,379	2,267,363,487	2,312,710,757	2,405,219,187	2,441,297,475	2,477,916,937
Collection Rate	99.25%	99.50%	99.50%	99.50%	99.50%	99.50%
Tax Rate	0.1150	0.1150	0.1150	0.1150	0.1150	0.1150
County Reassessment				x		
One cent	\$ 220,623	\$ 225,603	\$ 230,115	\$ 239,319	\$ 242,909	\$ 246,553
Estimated Revenues						
Ad Valorem Taxes ₁	2,550,000	\$ 2,630,431	\$ 2,661,319	\$ 2,767,172	\$ 2,808,455	\$ 2,850,356
Other Taxes & Licenses	2,700	2,700	2,700	2,700	2,700	2,700
Intergovernmental Revenues	2,275,100	2,320,602	2,367,014	2,414,354	2,462,641	2,511,894
Restricted intergovernmental	55,500	13,635	13,771	13,909	14,048	14,188
Restricted intergovernmental Powell Bill	513,200	514,483	515,769	517,058	518,351	519,647
Restricted occupancy tax	110,000	110,000	140,000	140,000	140,000	140,000
Permits & fees	22,175	25,000	25,000	25,000	25,000	25,000
Investment earnings	55,000	56,100	57,222	57,794	58,372	58,956
Investment earnings Powell Bill	12,000	6,000	4,000	4,000	4,000	4,000
Sponsorships & donations	5,000	5,000	5,000	5,000	5,000	5,000
Other Revenues	226,300	-	-	-	-	-
Total Revenues	\$ 5,826,975	\$ 5,683,951	\$ 5,791,795	\$ 5,946,987	\$ 6,038,567	\$ 6,131,741
Expenditures						
Governing Board	\$ 74,150	\$ 74,650	\$ 75,150	\$ 75,650	\$ 76,150	\$ 76,650
Administration	699,150	748,620	749,822	803,066	804,173	859,319
Public Safety	1,424,350	1,495,568	1,631,346	1,712,913	1,798,559	1,888,487
Public Works	2,256,100	2,346,344	2,440,198	2,537,806	2,639,318	2,744,891
Streets	485,200	520,483	519,769	521,058	522,351	523,647
Planning & Zoning	224,550	229,041	233,622	238,294	243,060	247,921
Clemmons Events & Marketing	148,275	149,758	151,256	152,769	154,297	155,840
Parks & Recreation	11,000	11,220	11,444	11,673	11,906	22,144
Operating Cost New Capital	-	33,900	47,030	59,660	60,250	60,285
Total Operating Expenditures	5,322,775	5,609,584	5,859,637	6,112,889	6,310,064	6,579,184
Revenue over (under) operating expenditures	504,200	74,367	(67,842)	(165,902)	(271,497)	(447,443)
Capital						
Capital Powell Bill	579,900	550,000	-	-	-	-
Capital	1,663,625	463,000	365,000	249,500	180,500	123,750
Total Capital	\$ 2,243,525	\$ 1,013,000	\$ 365,000	\$ 249,500	\$ 180,500	\$ 123,750
Total Expenditures	\$ 7,566,300	\$ 6,622,584	\$ 6,224,637	\$ 6,362,389	\$ 6,490,564	\$ 6,702,934
Revenues over (under) expenditures	\$ (1,739,325)	\$ (938,633)	\$ (432,842)	\$ (415,402)	\$ (451,997)	\$ (571,193)



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	18-19	19-20	20-21	21-22	22-23	23-24
Revenues over (under) expenditures	\$ (1,739,325)	\$ (938,633)	\$ (432,842)	\$ (415,402)	\$ (451,997)	\$ (571,193)
Expenditures funded from Restricted Fund Balance	\$ 573,175	589,758	11,256	12,769	14,297	15,840
Est. Beginning Unassigned Fund Balance & Committed	\$ 4,741,463	\$ 3,575,313	\$ 3,226,438	\$ 2,804,852	\$ 2,402,219	\$ 1,964,519
Estimated ending unassigned fund balance	\$ 3,575,313	\$ 3,226,438	\$ 2,804,852	\$ 2,402,219	\$ 1,964,519	\$ 1,409,166
Estimated Restricted Fund Balance PB	1,561,831	1,021,931	471,931	471,931	471,931	471,931
Powell Bill	513,200	514,483	515,769	517,058	518,351	519,647
Interest Powell Bill	12,000	6,000	4,000	4,000	4,000	4,000
Total Revenue	525,200	520,483	519,769	521,058	522,351	523,647
Transfer to capital project	(539,900)	(550,000)	-	-	-	-
Streets (Powell Bill)	(525,200)	(520,483)	(519,769)	(521,058)	(522,351)	(523,647)
Total Expenditures	(1,065,100)	(1,070,483)	(519,769)	(521,058)	(522,351)	(523,647)
Revenues over (under) expenditures	(539,900)	(550,000)	-	-	-	-
Restricted Fund Balance Streets	1,021,931	471,931	471,931	471,931	471,931	471,931
Estimated Restricted Fund Balance Occupancy	\$ 214,452	\$ 176,177	\$ 136,419	\$ 125,163	\$ 112,394	\$ 98,097
Occupancy Tax Revenue	\$ 110,000	\$ 110,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000
Clemmons Events	(148,275)	(149,758)	(151,256)	(152,769)	(154,297)	(155,840)
	\$ (38,275)	\$ (39,758)	\$ (11,256)	\$ (12,769)	\$ (14,297)	\$ (15,840)
<i>Restricted Fund Balance</i>	\$ 176,177	\$ 136,419	\$ 125,163	\$ 112,394	\$ 98,097	\$ 82,257

There will usually be differences between the forecasted and actual results, because events and circumstances frequently do not occur as expected.

Notes and Assumptions

Change in Restricted Intergovernmental from 18-19 to 19-20 is the \$42,000 from sewer reserve for sewer at library site.

Change in Occupancy tax from 19-20 to 20-21, assume new hotel will bring in about the same as other 3 hotels. However there is the possibility that other 3 hotel occupancy will decline, in that case occupancy revenue may not increase.

Other Revenues in 18-19 one time reimbursement from Hubbard Realty for James Street Extension.

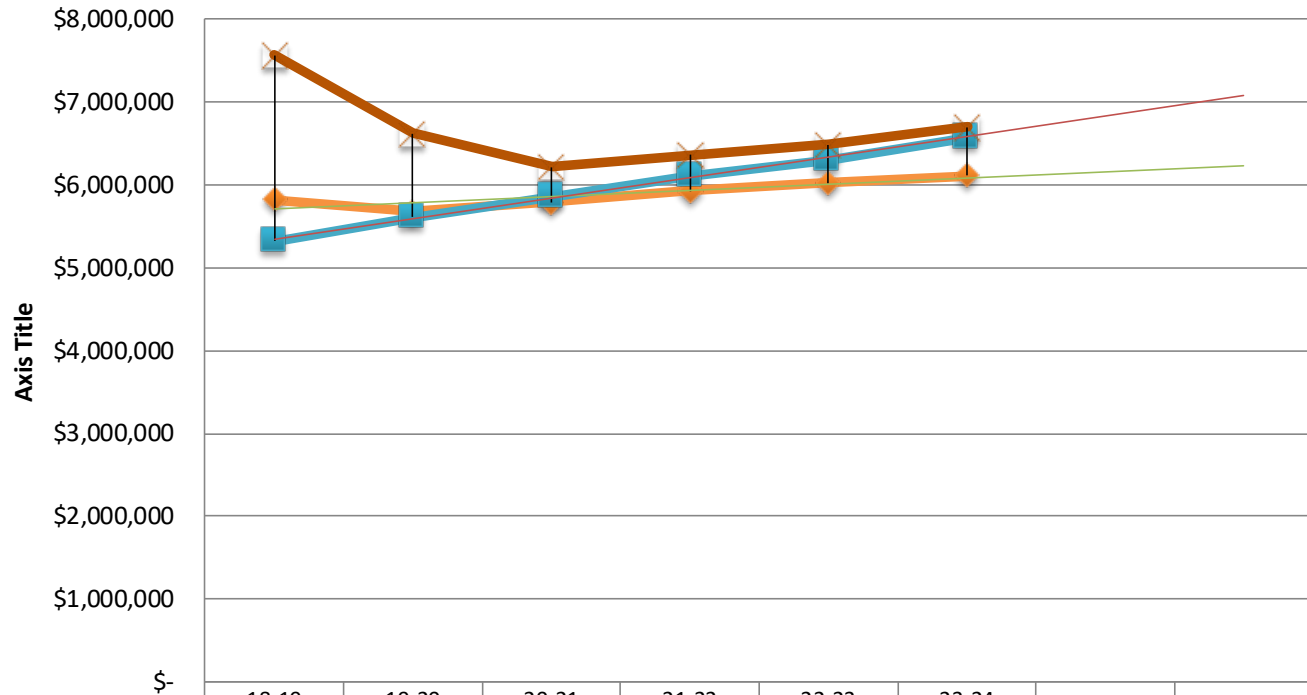
4% increase in ad valorem in 21-22 due to reappraisal.

Administration department- Local election is only every other year.

For new capital operating cost; used repair cost per linear foot of new sidewalk and road divided by life of sidewalk or road. This gives some idea of what maintenance would be.



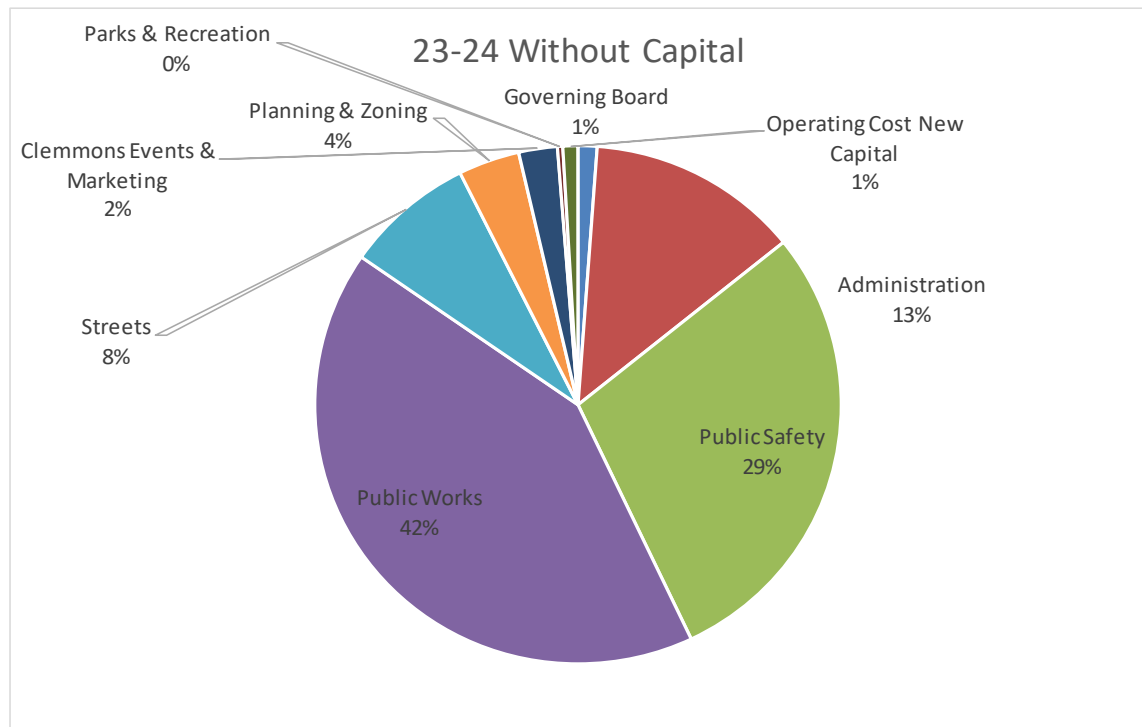
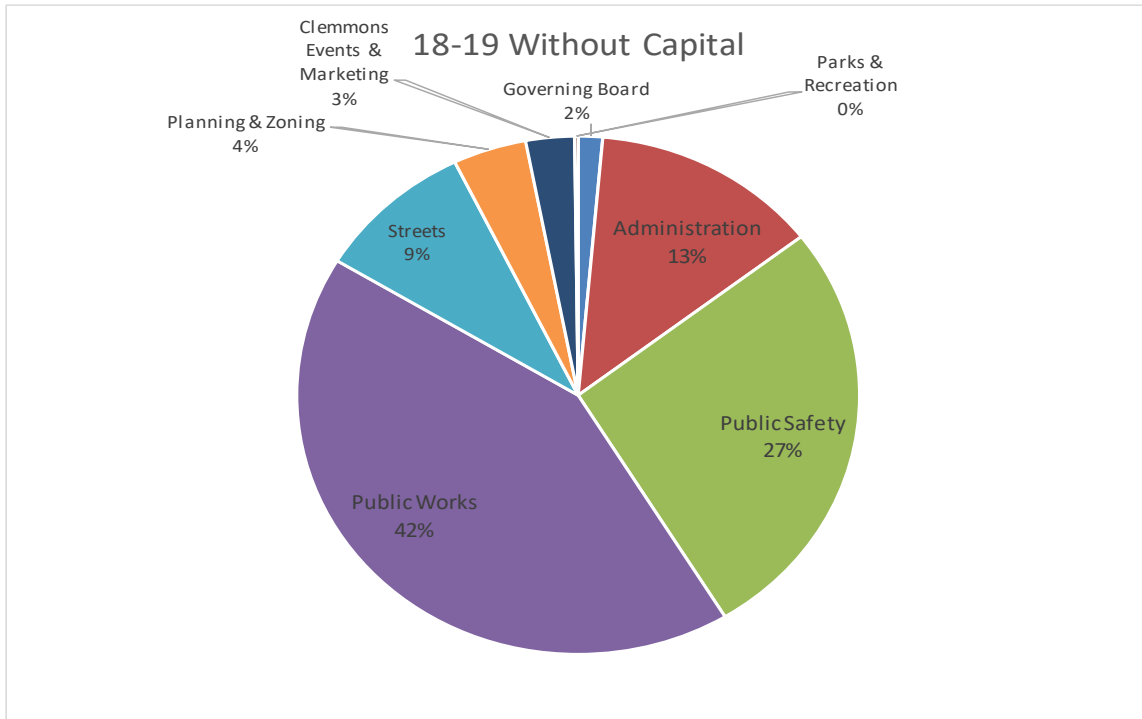
Revenue, Total Expenditures, and Operating Expenditure Trends



	18-19	19-20	20-21	21-22	22-23	23-24		
◆ Total Revenues	\$5,826,975	\$5,683,951	\$5,791,795	\$5,933,755	\$6,025,137	\$6,118,110		
■ Total Operating Expenditures	5,322,775	5,609,584	5,859,637	6,112,889	6,310,064	6,579,184		
✕ Total Expenditures	\$7,566,300	\$6,622,584	\$6,224,637	\$6,362,389	\$6,490,564	\$6,702,934		



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STORMWATER UTILITY FUND

The Storm water Utility Fund supports the Clemmons Storm water protection program as required by the Environmental Protection Agency's Phase II Water Quality Act.

Account #	Account Description	Actual	Budget	Est. Actual	Proposed	Approved	%
		6/30/2017	6/30/2018	6/30/2018	6/30/2019	6/30/2019	
67-3473-5100	Storm water Fee	\$ 764,633	\$ 785,000	\$ 765,414	\$ 765,500	\$ 765,500	
67-3491-4100	Storm water Permits	13,461	7,000	6,000	6,000	6,000	
67-3831-0000	Investment Earnings	5,163	3,600	11,258	11,500	11,500	
67-3833-1000	Sponsorships	800	500	1,150	1,000	1,000	
	Sale of capital assets	-	-	-	50,000	50,000	
	Subtotal	784,057	796,100	783,822	834,000	834,000	
67-3991-0000	Fund Balance Appropriated	-	765,000	-	1,133,625	1,133,625	

ESTIMATED STORMWATER UTILITY FUND REVENUES

Storm water Fee:

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

Storm water Permit:

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

Sale of Capital Asset:

½ of the sale of tub grinder.



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STORM WATER APPROPRIATIONS

67-4730-1810	FICA	14,351	19,125	16,325	18,400	18,400	
67-4730-1820	Retirement	13,810	12,700	14,819	16,400	16,400	
67-4730-1821	401K Match	8,759	7,650	9,265	10,125	10,125	
67-4730-1830	Insurance	43,234	53,400	45,300	45,500	45,500	
67-4730-1850	Unemployment	126	300	-	150	150	
	Personnel	275,449	343,175	299,109	330,775	330,775	-3.61%
67-4730-1990	Professional Services	2,328	30,000	10,000	50,000	50,000	
67-4730-2000	Supplies	1,161	3,000	1,673	4,000	4,000	
67-4730-2010	TMDL-Testing	2,376	3,500	2,784	-	-	
67-4730-2120	Safety & Uniforms	421	2,000	258	1,000	1,000	
67-4730-2310	Public Education	7,587	8,000	8,000	8,000	8,000	
67-4730-2320	Public Participation	935	1,500	1,500	2,500	2,500	
67-4730-2510	Gas/fuel	11,329	14,500	10,824	12,500	12,500	
67-4730-3100	Travel/Training	2,102	8,000	2,940	6,000	6,000	
67-4730-3110	Mileage reimbursement	111	500	-	-	-	
67-4730-3130	Illicit Discharge	1,794	3,000	146	2,000	2,000	
67-4730-3210	Telephone	1,664	2,500	1,810	2,000	2,000	
67-4730-3250	Postage	130	500	-	500	500	
67-4730-3310	Utilities	654	1,000	680	1,000	1,000	
67-4730-3400	Printing	450	1,500	-	1,000	1,000	
67-4730-3510	Building Maintenance	330	1,500	10	4,000	4,000	
67-4730-3520	Equipment Maintenance	14,240	24,000	17,710	24,000	24,000	
67-4730-3530	Drainage Maint/Good housekeeping	16,965	20,000	5,665	10,000	10,000	
67-4730-3590	Community Clean-up	2,185	3,000	3,000	3,500	3,500	
67-4730-3900	Contract Services	2,043	3,500	1,223	3,000	3,000	
67-4730-3910	Contract Services Billing	7,658	8,000	8,000	8,000	8,000	
67-4730-3930	Leaf/limb Disposal	5,123	7,000	6,570	7,500	7,500	
67-4730-3970	Waste Disposal & Landfill Fees	-	500	-	500	500	
67-4730-4300	Equipment Rental	-	1,000	-	-	-	
67-4730-4400	Licenses & Support	2,087	7,000	4,900	7,000	7,000	
67-4730-4500	Insurance	9,481	9,800	7,771	9,500	9,500	
67-4730-4900	Permits	860	1,500	860	1,500	1,500	
67-4730-4910	Dues & subscriptions	1,100	2,500	938	2,500	2,500	
67-4730-4920	Professional License	225	375	225	350	350	
67-4730-4970	TMDL-Equipment	-	500	-	-	-	
67-4730-4970	Minor Capital Improvement	29,350	50,000	50,889	110,000	110,000	
67-4730-4980	Non Capital Equipment	764	4,000	2,467	4,000	4,000	
67-4730-4990	Miscellaneous	-	1,500	126	1,000	1,000	
	Subtotal	125,452	225,175	150,969	286,850	286,850	27.39%
67-4730-5600	Interfund Loan Payment	12,221	-	-	-	-	
	Capital Outlay						
67-8110-5000	Capital Outlay	92,911	238,750	38,693	600,000	600,000	
67-8110-5010	Capital Improvement Plan	41,357	649,000	16,535	750,000	750,000	
	Capital Outlay	134,268	887,750	55,228	1,350,000	1,350,000	52.07%
67-9840-9800	Transfer to LC Road Connectivity	-	105,000	104,916	-	-	
	Subtotal Transfers to other funds	-	105,000	104,916	-	-	
	TOTAL STORMWATER EXPENDITURES	547,390	1,561,100	505,306	1,967,625	1,967,625	26.04%



STORMWATER UTILITY FUND APPROPRIATIONS, CONTINUED

Personnel:

- Full time Storm water positions
 - Storm water Engineer
 - Storm water Technician
- Allocated Salaries \$105,400
 - Public works \$105,400
 - ½ leaf limb and grass collection
 - ½ street sweeping
 - Storm drainage maintenance
 - Public works director and Village Engineer (50%)
 - Plan Reviewer (50%) \$8,000

Benefits:

- Employer taxes
- Group insurance: Health, Dental & Vision
- Life Insurance
- Retirement
- LGERS 7.75% increase from 7.5%
- 401 K match

Public Education:

- Piedmont Triad Water Quality Consortium
- Programs in Clemmons Schools
 - Associated items for programs in schools
 - Coloring books, pencils, and games
- Banner at Southwest Athletics
- Booth at Community Day
- Village Events

Building Maintenance:

- Building beginning to separate and show problems
 - Requires work on the floor, roof, and guttering.

Licenses and Support:

- 1 Trimble Desktop (1)
- Arc PAD positions mobile update (2)
- ESRI ArcGIS and Arc Pad (2)
- AutoCAD (1)
- Ricoh Copier

Non capital improvements:

- Improvements that are under the level of an capital improvement plan
 - Projects are done on complaint basis as funds allows, these projects have visible results quickly.

Capital Improvement:

- Springside Drive \$500,000
- Storm water pond-library site \$ 70,000
- Other Projects \$180,000

Capital Outlay:

- Truck Wash \$350,000
- ½ Tub grinder \$250,000



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

<u>Capital Projects</u>	<u>Project Budget</u>
158 Sidewalk & Tanglewood Greenway	
STPDA Grant NCDOT	1,480,000
Transfers from General Fund	<u>370,000</u>
<i>Estimated Revenues</i>	<u><u>1,850,000</u></u>
Construction and Engineering	<u><u>1,850,000</u></u>
Lewisville-Clemmons Road Connectivity	
CMAC Grant	320,000
Grant	194,340
Sewer Reserve	25,000
Transfers from General Fund	904,740
Transfers from Storm water Fund	<u>109,200</u>
<i>Estimated Revenues</i>	<u><u>1,553,280</u></u>
Design	107,600
Storm drainage	109,200
Road & Sidewalk Construction	664,080
Sidewalk Phase II	400,000
Back flow preventer up fit	25,000
Stamped Cross Walks	45,400
Enhancements	<u>202,000</u>
<i>Appropriations</i>	<u><u>1,553,280</u></u>
Intersections Improvements	
Grant	360,000
Transfers from General Fund	<u>90,000</u>
<i>Estimated Revenues</i>	<u><u>450,000</u></u>
Engineering	45,000
Construction	<u>405,000</u>
<i>Appropriations</i>	<u><u>450,000</u></u>
Sidewalk Harper Road I40 to Morgan	
Grant	531,200
Transfers from General Fund	<u>132,800</u>
<i>Estimated Revenues</i>	<u><u>664,000</u></u>
Engineering	66,400
Construction	<u>597,600</u>
<i>Appropriations</i>	<u><u>664,000</u></u>
Sidewalk 158 Stadium to Kinnamon Village	
Grant	270,400
Transfers from General Fund	<u>67,600</u>
<i>Estimated Revenues</i>	<u><u>338,000</u></u>
Engineering	270,400
Construction	<u>67,600</u>
<i>Appropriations</i>	<u><u>338,000</u></u>



FEE SCHEDULE JULY 1, 2018 Exhibit A

The following fee schedule is adopted for the fiscal year beginning July 1, 2018 and ending June 30, 2019. 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) (inspection required)_____	\$100.00
False Alarms_____	per separate ordinance
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:

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 w/ side mower_____	\$95.00 per hour
Tractor w/ 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 Village equipment (one hour min.)_____	\$100 plus fuel per hour
Administrative Charge_____	\$50.00 per event
Labor (Plus Benefits)_____	\$25.00 per hour

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, 2018

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	+\$50per additional acre

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

SUBDIVISION, MINOR \$125.00 per lot



CLEMMONS DEVELOPMENT REVIEW FEE SCHEDULE as of July 1, 2018 CONTINUED

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

<i>PLANNING BOARD REVIEW FEE</i> _____	\$500.00
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ZONING TEXT AMENDMENTS

Tier 1_____	\$500.00
Tier 2_____	\$1,000.00

OTHER FEES

Single Blade Sign_____	\$115.00
Double Blade Sign_____	\$200.00