

*Village of Clemmons  
Proposed Budget  
And  
Budget Message*

*For the Year Ended June 30, 2012*

*Presented to the Village Council*

*John R. Bost, Mayor*

*Christopher Jones, III, Mayor Pro Tem*

*Mary L. Cameron*

*Nan L. Holland*

*Jack R. Ingle, Jr.*

*Larry W. McClellan*

*Presented By:  
Gary Looper, Village Manager  
And  
Ann Stroud, Finance Officer*

*May 23, 2011*

*VILLAGE OF CLEMMONS*  
*Fiscal Year 2011-2012 BUDGET MESSAGE*

May 23, 2011  
Honorable Mayor Bost and  
Village of Clemmons Council Members:

**Overview**

In accordance with North Carolina General Statutes, the General Fund Budget for Fiscal Year (FY) July 1, 2011 to June 30, 2012 is hereby presented for \$6,763,401 and Stormwater Enterprise Fund Budget is presented for \$926,360

The property tax has been maintained at eleven and one-half (.115) cents per \$100 valuation, with appropriation of \$1,274,151 from the General Fund Balance. The Stormwater Utility Fee will increase to \$5.00 per month (\$60.00 annually) per Equivalent Residential Unit, with appropriation from the Stormwater Fund Balance of \$206,960.

The budget message is prepared in accordance with Chapter 159 of the N.C.G.S., to explain the governmental goals fixed by the budget, important features of anticipated activities, and sets forth the reasons for changes from the previous fiscal year's budget regarding goals, programs, and appropriation levels.

Clemmons Council desires to continue its long standing policy of operating under a conservative fiscal approach to provide essential public services, while recognizing the current reality of a slow economic recovery and weakening revenue receipts. Consequently, operational service levels essentially remain at current levels. However, Council also is moving forward with some objectives identified in previous planning efforts which require capital funding. The appropriations from fund balance will assist in continuing these projects, while maintaining sufficient savings to meet unforeseen emergency needs. Fiscal policies represented herein characterize Clemmons' commitment to fostering quality of life issues, and enhancing continued opportunity for economic and community development.

**Economic Conditions**

Economic conditions, both nationally and statewide, continue to negatively impact local revenues. Anxious consumer confidence combined with continued high unemployment rates result in decreased manufacturing and reduced consumer spending. Consequently, most significant revenue sources comprising the bulk of Clemmons revenues will see very little growth for the second straight year. Economic forecasts remain uncertain as economists continue to predict an upturn, which at best can be described as mild, during the next few years. Therefore, this budget represents a cautious approach to spending as it could be several more years until pre-2008 revenue levels are reached.

For the second consecutive year growth in the major revenue sources will be very weak. This includes the property tax base, franchise taxes, and sales tax. Property taxes account for approximately 43% of annual recurring revenue. Intergovernmental revenues represent 30% of annual recurring revenue and are projected to decrease about one-half (1/2) percent from FYE 2011 levels. The weak revenue forecast mirrors the national and state economic recovery path. Although financial growth is beginning to climb, the growth is expected to remain substantially shallow compared to recovery from previous recessions.

While revenue recovery is weak, prudence observes that costs increasing at a quicker pace. The Consumer Price Index (CPI), year-to-year is at 3.6% as of April, 2011. The Index has increased .9% in the last two months alone, which could signal an alarming trend. The disparity between the rates of increase for costs vs. revenue will be monitored closely because it may signal another concern regarding the Village's financial capabilities.

Lastly, the North Carolina State budget will again experience another significant deficit in FY 2012. Presently there is no inclination that the State deficit will impact local government revenues. Therefore, this budget does not plan for that prospect. However, unless the legislature and executive leaders agree on budget balancing initiatives in time for adoption of the State budget by June 30, a watchful eye still must be kept on this issue. Any initiative by the State which impacts local government revenue will likely require Clemmons to amend this budget thru increased appropriations from fund balance. As a reminder, ad-valorem tax rates cannot be changed after adoption of the annual budget ordinance.

## **General Fund**

### **General Fund - Revenue**

The estimated tax base will increase about \$19 million to an estimated \$2.031 billion. This equates to less than one percent (1%) increase for the second consecutive year. Normal tax base growth averages about 3.5 %. The FYE 2010 property tax collection rate was 98.4%, down only slightly from the FYE 2009 rate of 98.6%.

Similarly, intergovernmental revenues are also projected to remain level to slightly decreased compared with 2011 levels. These revenues, comprised of sales tax and utility franchise taxes, of which sale taxes are expected to increase three to three and one-half (3 to 3.5) %. However, these increases are offset by expected decreases between two (2) to six (6) % in natural gas, telecommunications, and video programming revenue.

Powell Bill revenue, restricted for expenses related primarily to municipal street and right-of-way maintenance and construction, continues its weak trend at less than \$.5 (1/2) million. For many years this revenue experienced consistent growth and during FY 2008 reached \$583,000. Since then revenue has consistently declined. The trend is also impacting North Carolina Department of Transportation projects. The General Assembly continues to discuss methods for mitigating the loss of this important revenue, and municipalities should watch these discussions closely to ensure that any proposed changes in distribution formulas or maintenance requirements do not displace added burdens onto local governments.

Unassigned Fund Balance appropriation is \$760,651, and Committed Fund Balance appropriation is for \$513,500. These amounts primarily support capital projects identified in the Comprehensive Plan. The General Fund receives an annual transfer from the Stormwater Enterprise for \$41,000 to repay planning expense incurred by the stormwater program prior to its implementation.

### **General Fund - Appropriations**

Services levels remain unchanged from FY 2011. Services include augmented public safety protection, land use planning, zoning and municipal code enforcement, solid waste collection, recycling, leaf-limb-grass collection, bulk item collection, streetlights, and right-of-way maintenance for streets and drainage systems.

One additional position is budgeted in the Planning Department. An additional planner would accommodate the extra work load incurred from implementing components of the Comprehensive Plan, as well as respond to expected increases in site plan inquiries and development submittals.

Public Safety service remains unchanged at eleven (11) officers provided by contract with the Forsyth County Sheriff. The eleven officers include seven patrol, two detectives, and two traffic officers per grant from the Governor Highway Safety Program (GHSP). This begins the fifth year of the GHSP with full program costs now funded 100% by the Village. The possibility exists for a law enforcement grant which, if approved by Federal authorities, would pay the full salary, benefits, and equipment for additional new hires for a three year period. Local expenses paid by the Village for administrative fees would entail an approximate cost of \$7,000 per year (per hire) for the first three years. Based on Council discussion, funds are available to accommodate three additional hires if the grants are awarded. Full costs for the required fourth year of the grant, and beyond, would be 100% funding by Clemmons.

Solid waste and recycling collection costs are budgeted for 3.6% CPI increases per contract. The fuel surcharge component of the solid waste contract continues to considerably impact budgeting as fuel prices rise. A contractual surcharge in the amount of one percent cost increase is required for each twenty cents per gallon increase in diesel costs.

Street repaving continues at a decreased level as we attempt to moderate Powell Bill fund balances with maintenance needs. Concerns continue regarding decreased gas revenue and discussions at state government levels directed at solving the NC Department of Transportation's continuing budget deficits. Any changes to distribution formulas or maintenance responsibilities could negatively impact fund reserves. Although only one major street improvement is planned, its cost is substantial due to milling, paving, and the overall width and length of Springfield Farms Road. That project is next on the listing prioritized by the Pavement Condition Survey.

The Village continues jurisdiction-wide leaf, limb, and grass collection on seasonal basis. Current personnel levels are sufficient to maintain this service at current levels.

Planning and zoning activities continue to command considerable staff time. Site plan inquiries and reviews for new development have started to increase. Continued implementation of the adopted Comprehensive Plan objectives will foster efforts in sustainability, community gardens, and Unified Development Ordinance updates affecting traffic studies and access management. The budget funds an additional position in the Planning Department pending Council decisions regarding various aspects of the Plan's implementation. Specific projects which Planning monitors and assists with administering include:

- Village Point Lake Dredging and Forebay Permitting and Construction;
- Village Point Lake Greenway Grant
- Yadkin River Greenway Study and Grant Application for Phase I
- Comprehensive Plan Implementation
- Assist with Lewisville-Clemmons Road Connectivity Study and Potential Referendum
- UDO Updates for Traffic Impacts Study Standards and Access Management Policy
- Sidewalk Bid - Construction at Piedmont Federal
- Safe Routes to School Sidewalk Grant and Preliminary Design
- Intersection Crosswalk - Sidewalk Grant and Improvements: Highway 158 and Middlebrook Drive
- Intersection Improvement: Peace Haven / Harper Road

Permitting, inspections services, and zoning code enforcement are provided by a continuing contract with the City of Winston-Salem.

Public Works personnel provide services related to street maintenance, stormwater management, municipal code inspections, solid waste collection, leaf and limb program, and street lights. Street maintenance and resurfacing will continue in accordance with the pavement rating schedule provided by engineering rating criteria.

The Village enhances general public welfare through grants awarded for cultural, recreational, and tourism related activities. Grants are primarily funded from hotel occupancy taxes and are awarded on a by-request basis from individual organizations.

#### General Fund - Capital Projects and Purchases

Capital items are defined as purchases or projects exceeding \$5,000. Public Works capital projects include equipment purchases and construction projects.

Equipment purchases support ongoing service provision for leaf-limb and street maintenance. Purchases planned for this year include: leaf vacuum, flat bed dump truck, knuckle boom truck, replacement radio system, snow plows, and a modular office to house the stormwater personnel. The administration department will replace and modernize their telephone system and upgrade the computer server.

The Village Points dredging project will be completed this year. As part of the Novant Site Plan process, Novant will complete reconstruction of the dam and transfer ownership of the dam and the adjoining five acre lake to the Village. Concurrent with dam construction while the lake was drained, the village dredged the existing lake bed. The dredging portion of this project may be completed by June 30, 2011. However, forebay construction and the planted littoral shelf will continue in FY 2012. The next step in preparing the lake for public use is constructing a greenway around the lake perimeter. Design of this greenway is currently underway and construction will begin this year. Grants have been awarded to provide funding for 80% of total costs.

The Middlebrook Road sidewalk will be completed with construction of the last portion of walkway on the two most northern properties adjacent to Highway 158.

#### Fund Transfers.

The Stormwater Fund continues to reimburse the General Fund for planning actions completed prior to the implementation of the Stormwater Enterprise Utility. This will be the sixth installment of ten expected annual payments of \$41,000 to refund these costs which were originally paid from the General Fund.

## **Stormwater Fund**

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. This begins the program's seventh year. Last year the Village completed the application process to the NC Department of Environment and Natural Resources (NC-DENR) for the second National Permit Discharge Elimination System (NPDES) five-year Phase II Permit. As of this date the permit requirements have yet to be determined by the DENR.

This permit sets out required actions in six major best management practice areas aimed at reducing stormwater quality degradation to the maximum extent practicable. Based on draft permit language, the proposed permit will contain significant additions and will impact personnel requirements. Based on time estimates it is probable that Clemmons' program may need to add another employee to this department. Additional study will determine whether an in-house engineer will meet the needs associated with additional program elements. The modular office space budgeted for in capital needs is proposed to help accommodate this requirement.

Although not required by regulation, in addition to stormwater quality the Clemmons Stormwater Management Program also manages stormwater quantity runoff mitigation efforts. Both existing and proposed development are addressed thru application of local ordinance requirements and engineering analysis. Regulations limit the amount of post-construction runoff amounts allowed to flow from future developed sites. The Capital Improvement Program evaluates existing drainage problems and prioritizes potential structural improvement projects based on objective-based criteria.

### **Stormwater - Revenue**

Funding for the stormwater management program comes primarily from the Storm Water Utility. The Utility is based on equitable cost sharing measures which allocates responsibility to users of the stormwater management system based on contribution to runoff as defined by impervious coverage per developed tract of land. Both commercial and non-commercial developments are charged a fee, and includes for-profit and not-for profit entities. Billable Equivalent Residential Unit fees are increased in this budget to \$5.00 per ERU per month. This equated to an annual fee of \$60 per ERU.

Clemmons will collect an estimated \$714,900, or 77% of budget, from the Storm Water Utility. Twenty two (22) percent of the budget will be appropriated from fund balance, with the remainder coming from fees and investment earnings.

### **Stormwater - Appropriations**

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 municipal maintenance operations. Additional quantity management activities include engineering and enforcement actions. Most of the budget line items support either water quality Phase II Permit requirements, stormwater runoff quantity control issues, or a combination of the two.

The Village's Capital Improvement Program constructs structural improvements that address existing drainage deficiencies and also funds equipment purchases. Of the \$448,350 appropriated, \$220,000 will be used for the Glen Oaks drainage project, and the remaining \$228,350 used to cost share with the General Fund the purchase of Public Works equipment to continue the leaf-limb service. Stormwater capital projects are prioritized by the project rating system, recommended by the Stormwater Advisory Board, and approved by the Village Council on an annual basis. These projects are listed in separate documents.

### **Fund Balance Information**

The budget appropriates \$760,651 from Unassigned Fund Balance, and \$513,500 from Committed Fund Balance, for a total appropriation of 1,274,151. Fund Balance is a term used by government accounting equivalent to the village's savings.

Clemmons has historically maintained comfortable reserves, only using savings to procure small capital purchases and projects. Council policy is to maintain a minimum \$2.0 million in unassigned reserve, which can be used for emergencies, produce investment income, or simply to balance budget deficits in recurring operations when necessary.

This year fund balance is used to complete the Village Point Lake area development which will become a community recreation facility. Additionally, although a specific plan is not yet identified, fund balance is being budgeted to advance the Comprehensive Plan Village Center concept as the council may decide to direct. Also, savings is being used to supply the 20% local match required for completing sidewalk projects and for UDO updates which will further objectives identified in the Comprehensive Plan.

Forewarning is again warranted regarding fund balance. As revenue receipts for major revenue sources continue to be lethargic, continued reliance on the property tax to bridge the gap between recurring revenue and expenses become more problematic. The message of expense growth out-pacing revenue growth should be predominant. Future use of fund balance for projects or recurring operations should include a detailed review of the consequences on our future savings.

This year's budget is balanced and fund balance level remains within historically comfortable margins. However, future revenue-to-expense imbalances could foreshadow the need to consider alternate means in order to balance the budget. The short list of budget balancing options includes: 1) raising revenue, 2) instituting a fee based payer system for services, or 3) decrease service levels. The only realistic manner of raising revenue is thru the property tax, of which the tax cap is a definitive limiting factor.

### **General**

The budget is balanced and prepared in accordance with the North Carolina Government Budget and Fiscal Control Act. On June 13, 2011, the Village Council will hold a public hearing on the fiscal year ending June 30, 2012 budget. Any person who wishes to be heard on the budget may appear at that time. This budget may be reviewed at the Village Hall, at [www.clemmons.org](http://www.clemmons.org), and the Clemmons Library.

This proposed budget is respectfully submitted, this the 23th day of May, 2011.



Gary M. Looper

Manager, Village of Clemmons

## *SUMMARY*

This recommended budget represents the best efforts of the Village staff to prepare a budget that reflects the current economic conditions and allows for the delivery of the same quality and variety of services and programs that our citizens have come to expect without causing an undue financial burden to the taxpayers. For a more long-term view of Village capital projects, please see the Village Capital Improvement Plan.

The current year budget includes appropriations for four funds; General Fund, Village Point Lake Improvements Capital Project Fund, Safe Routes to School Capital Project Fund, and Stormwater Enterprise Fund.

The total recommended general fund appropriation for the fiscal year ending June 30, 2012 budget is \$6,763,401 this budget includes a proposed eleven and one-half cent (.115) tax rate. The Village Council reviews the balance of services provided, tax rate and fund balance annually during the budget process. The budget includes \$2,037,781 of capital, with \$663,650 financed by grants, \$212,000 financed by gasoline tax.

The total recommended enterprise fund appropriations for the fiscal year ending June 30, 2012 budget is \$926,360. The rate per ERU is \$5.00 per month or \$60.00 annually. This budget includes capital of \$448,350, and debt repayment of \$37,130.

The Village of Clemmons has the following committed fund balances:

- Facility Reserve
- NCDOT Sidewalk

In addition to the reserves listed above, the Village has the following legally restricted reserves:

- Street Maintenance (Powell Bill- Gasoline Tax)
- Tourism (Occupancy Tax)
- Cultural, Economic and Recreation (Occupancy Tax)

### **Some Village of Clemmons' statistics are as follows:**

Population	18,627 (Census)
Households	5,970
Street Miles	76.37
Street Lights	735
Tax Cap	.15/per \$100 valuation

### **General statistics:**

Consumer Price Index for Urban Wage Earners and Clerical Workers, Apr. 11	3.6%
NC Unemployment Rate, March 11	9.7%
Forsyth County Unemployment Rate, March 11	9.2%

### **Current Services:**

Residential solid waste weekly (96 gallon provided can, pickup at curbside)	Bulk pickup, once annually
Residential curbside recycling weekly	Cardboard recycling drop off
Village-wide leaf, limb and grass collection	Street lights at intersections
Sidewalk maintenance	Street maintenance
Green space, Greendale Park	Street Sweeping
Public Safety	Land use planning & zoning; Code enforcement
Seven sheriff deputies, two traffic grant officers, and two detectives assigned to Clemmons	Stormwater Management

**The following tax rate and fee structure were used to calculate estimated revenues:**

Tax Rate	\$.115 per \$100 valuation
Driveway Permits	\$30.00 §94.15
False Alarms	\$50.00 after 3 false alarms §93.02
Returned check fee	\$25.00

Code Enforcement Rates:

Vehicle, Equipment, Labor and Administrative Charges:

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

Backhoe	\$52.50 per hour
Loader	\$78.75 per hour
Tandem Dump Truck	\$52.50 per hour
Single Axle Dump Truck	\$42.00 per hour
Chipper	\$157.50 per hour
Tractor w/mower	\$42.00 per hour
Weed Eater	\$21.00 per hour
Chain Saw	\$21.00 per hour
Street Cleaning (using Vendor)	Contract Price per hour, one hour min.
Street Cleaning with the Village Sweeper	\$120 plus fuel per hour, one hour min.
Administrative Charge	\$50.00 per event

Labor- Actual Salary plus 35% for benefits

Publications and Copies:

Clemmons Unified Development Ordinance	Link to Municipal Code from <a href="http://www.clemmons.org">www.clemmons.org</a>
CADG	Available for download from <a href="http://www.clemmons.org">www.clemmons.org</a>
Clemmons Code of Ordinances	Link to American Legal from <a href="http://www.clemmons.org">www.clemmons.org</a>
Copies in excess of 10 pages	\$.10 a page
Color copies in excess of 10 pages	\$.20 a page

Itinerant Merchants § 111.03

Peddler on foot	\$10
Peddler with vehicle	\$25
Itinerant Merchant	\$100

Stormwater Utility:

Per Equivalent Residential Units Per Month/Annual	\$ 5.00 / \$ 60.00
Stormwater Permit Fee	Adopted under separate document



**Clemmons Development Review Fee Schedule**

**General Use Rezoning**

20 acres or less .....	\$1,000.00
20-50 acres .....	\$1,300.00
50-100 acres .....	\$1,400.00
100+ acres .....	\$1,500.00 +\$25/per additional acre

**Special Use Rezoning or Council Approved SUP\***

20 acres or less .....	\$1,500.00
20-50 acres .....	\$2,000.00
50-100 acres .....	\$2,500.00
100+ acres .....	\$3,000.00 +\$25/per additional acre

**Site Plan Amendment\***

20 acres or less .....	\$1,000.00
20-50 acres .....	\$1,500.00
50-100 acres .....	\$2,000.00
100+ acres .....	\$2,500.00

**Multi-Family\***

20 acres or less .....	\$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)\***

20 acres or less .....	\$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)\***

20 acres or less .....	\$2,000.00
20-50 acres .....	\$2,500.00
50-100 acres .....	\$3,500.00
100+ acres .....	\$4,500.00 +\$100per additional acre

**MRB-S\***

20 acres or less .....	\$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)**

20 acres or less .....	\$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\***

20 acres or less .....	\$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**

.....	\$1,500.00 + 30 per lot
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**SUBDIVISION, MINOR**

.....	\$125.00 per lot
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**FINAL PLAT APPROVAL**

Subdivision, Major .....	\$500.00
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Subdivision, Minor .....	\$125.00
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**\*TIS REVIEW**

Sites That Require TIS Review .....	\$110.00 per hour
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For Village Consulting Engineer Review of Traffic Impact Study

**MINOR CHANGES**

**Requiring Reports to Permit Issuing Authority**

Single Family Residential .....	\$250.00
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**Clemmons Development Review Fee Schedule (Continued)**

Multi-Family/Commercial/Industrial.....	\$400.00
<b>Not Requiring Reports to Permit Issuing Authority</b>	
Single Family Residential.....	\$50.00
Multi-Family/Commercial/Industrial.....	\$100.00
<b>PLANNING BOARD REVIEW FEE</b> .....	\$500.00
<b>ZONING TEXT AMENDMENTS</b>	
Tier 1.....	\$500.00
Tier 2.....	\$1,000.00
<b>OTHER FEES</b>	
Single Blade Sign.....	\$115.00
Double Blade Sign.....	\$200.00

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## General Fund Revenue

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
<b>PROPERTY TAXES</b>					
Taxes-Ad Valorem-Prior	\$ 18,541	\$ 13,000	\$ 18,538	\$ 16,000	
Taxes-Ad Valorem-Current	1,960,988	2,281,700	2,241,860	2,298,600	
Penalties & Interest	6,008	2,500	5,000	5,000	
<b>Total Ad Valorem Taxes</b>	<b>\$ 1,985,536</b>	<b>\$ 2,297,200</b>	<b>\$ 2,265,398</b>	<b>\$ 2,319,600</b>	<b>34%</b>
<b>OTHER TAXES AND LICENSES</b>					
License (Temporary Business License)	\$ 450	\$ -	\$ 260	\$ -	
Tax on Gross Receipts Leased Vehicles	1,684	1,700	1,684	1,600	
<b>Total Other Taxes and Licenses</b>	<b>\$ 2,134</b>	<b>\$ 1,700</b>	<b>\$ 1,944</b>	<b>\$ 1,600</b>	<b>0%</b>
<b>UNRESTRICTED INTERGOVERNMENTAL</b>					
Sales Tax	\$ 507,463	\$ 507,000	\$ 537,300	\$ 551,000	
Beer & Wine Tax	25,942	80,000	80,000	80,000	
Natural Gas Excise Tax	65,329	42,000	67,584	64,000	
Electric Franchise Tax	525,622	395,000	589,291	592,000	
Telecommunications Sales Tax	128,632	95,000	117,959	115,000	
Video Programming and Cable Franchise	248,856	178,100	224,533	206,400	
<b>Total Unrestricted Intergovernmental Revenue</b>	<b>\$ 1,501,844</b>	<b>\$ 1,297,100</b>	<b>\$ 1,616,667</b>	<b>\$ 1,608,400</b>	<b>24%</b>
<b>RESTRICTED INTERGOVERNMENTAL</b>					
Powell Bill	\$ 472,135	\$ 453,700	\$ 483,232	\$ 483,000	
Solid Waste Disposal Tax	12,395	8,500	13,174	12,000	
Tourism Occupancy Tax	26,847	41,000	41,000	41,000	
Local Occupancy Tax	24,399	24,000	24,655	24,000	
MPO Reimbursement	48,160	-	29,240	-	
Grants	-	380,600	87,072	733,650	
American Recovery & Reinvestment Acct	192,993	-	-	-	
<b>Total Restricted Intergovernmental</b>	<b>\$ 776,929</b>	<b>\$ 907,800</b>	<b>\$ 678,373</b>	<b>\$ 1,293,650</b>	<b>19%</b>
<b>OTHER REVENUES</b>					
Investment Earnings	\$ 37,368	\$ 84,900	\$ 23,274	\$ 25,000	
Investment Earnings Restricted	959	-	777	-	
ABC Distribution	179,580	190,000	190,000	190,000	
Private Donations	-	-	-	-	
Planning & Zoning Fees	4,692	6,000	2,748	3,000	
Miscellaneous	129	-	776	-	
Public Works Permits & Fees	10,182	4,000	1,600	2,000	
Parking Tickets	460	200	680	500	
False Alarms	4,490	2,000	4,500	4,500	
<b>Total Other Revenues</b>	<b>\$ 237,860</b>	<b>\$ 287,100</b>	<b>\$ 224,355</b>	<b>\$ 225,000</b>	<b>3%</b>
<b>OTHER FINANCING SOURCES</b>					
Sale of Fixed Assets	\$ -	\$ -	\$ 1,002	\$ -	
Transfers from Stormwater	37,521	41,000	41,000	41,000	
Restricted Fund Balance Streets Appr.	-	20,000	-	-	
Committed Fund Balance	-	-	-	513,500	
Fund Balance Appr.	-	877,695	-	760,651	
<b>Total Other Financing Sources</b>	<b>\$ 37,521</b>	<b>\$ 938,695</b>	<b>\$ 42,002</b>	<b>\$ 1,315,151</b>	<b>19%</b>
<b>TOTAL</b>	<b>\$ 4,541,824</b>	<b>\$ 5,729,595</b>	<b>\$ 4,828,739</b>	<b>\$ 6,763,401</b>	<b>100%</b>

## *GENERAL FUND REVENUES*

### **AD VALOREM TAXES:**

The estimated tax base for the 2011-2012 budget, per the Forsyth County Tax Assessor's Office, is \$2,030,919,000 with an estimated tax collection rate of 98.42%. The proposed tax rate is eleven and one-half cents (.115).

→ **Estimated levy**                                      \$2,298,600

### **OTHER TAXES AND LICENSES:**

#### **Tax on Gross Receipts of Leased Motor Vehicles**

Estimate is based on actual 2010-2011 receipts.

### **INTERGOVERNMENTAL REVENUES:**

#### → **Sales Tax**

The estimate is based on actual 2010-2011 with a 3% growth rate

#### → **Grants**

→ NCDOT Grant for plantings in medians Lewisville-Clemmons Road North \$75,000

→ STP Grant for Crosswalk at Lewisville-Clemmons Road and Hwy 158

→ STP Grant for Greenway at Village Point Lake

#### → **Beer & Wine Tax:**

Estimate based on actual 2009-2010. Revenue is distribution based on population.

#### → **Utility Franchise Taxes:**

o Utility franchise taxes include piped natural gas excise tax(decline of 3.5%), electricity franchise tax( growth of .5%), telecommunications sales tax(decline of 2%) and local video programming revenues(decline of 6% and loss of local franchise agreement revenue).

### **RESTRICTED INTERGOVERNMENTAL REVENUES:**

#### → **Powell Bill Funds (Street Paving & Maintenance):Gasoline Tax**

o Per Capita (\$19.70) Population (18,627)                                      \$366,951

o Per Mile (\$1,532) Miles (76.37)    \$116,110

Per capita and per mile estimates from North Carolina League of Municipalities.

#### → **Occupancy Tax (Restricted Cultural, Economic and Recreational)**

Estimate based on 2010-2011 actual with no growth predicted

#### → **Occupancy Tax (Restricted Travel and Tourism)**

Estimate based on 2010-2011 actual with no growth predicted

### **OTHER REVENUES:**

#### → **ABC Distribution:**

→ Revenues estimated at actual for 2010-2011.

#### → **Interest Income:**

o Interest income is estimated at actual for 2010-2011.

▪ All Village funds are 100% collateralized, the State monitors banks to ensure that government funds are collateralized at 110%.

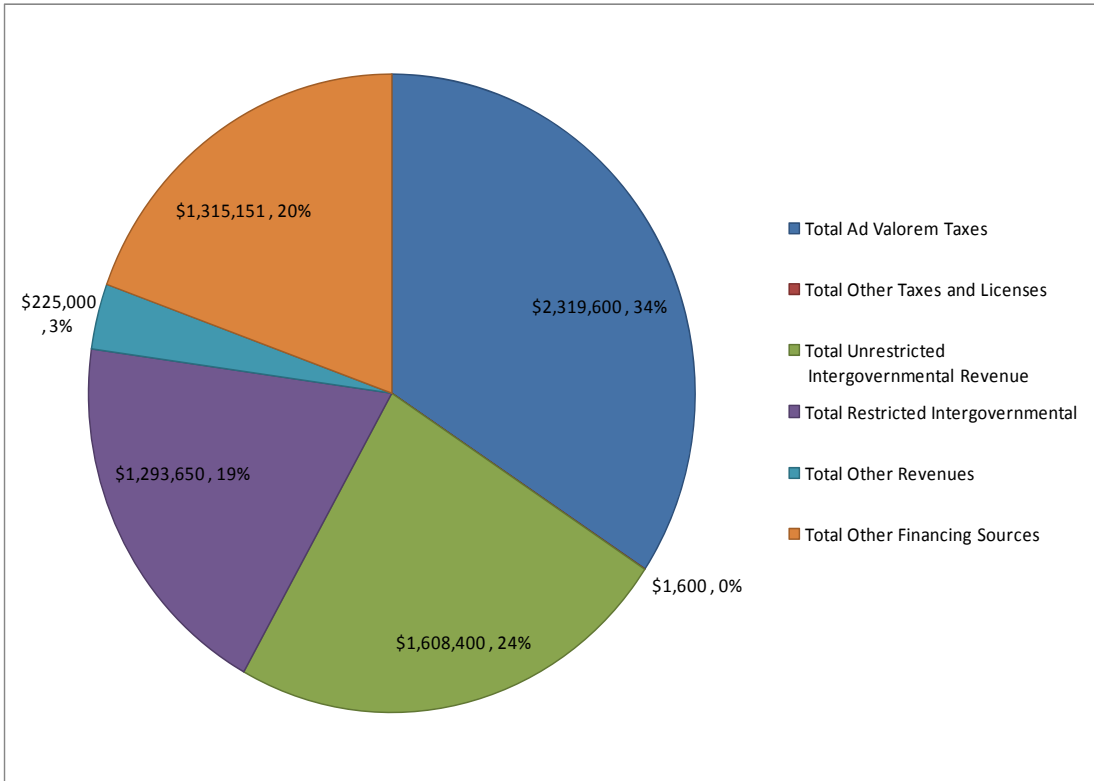
▪ Interest rates continue to be a record lows.

#### → **Planning & Zoning Fees:**

o Estimated collection of planning & zoning fees. The estimate reflects decreased activity in development due to the economy.

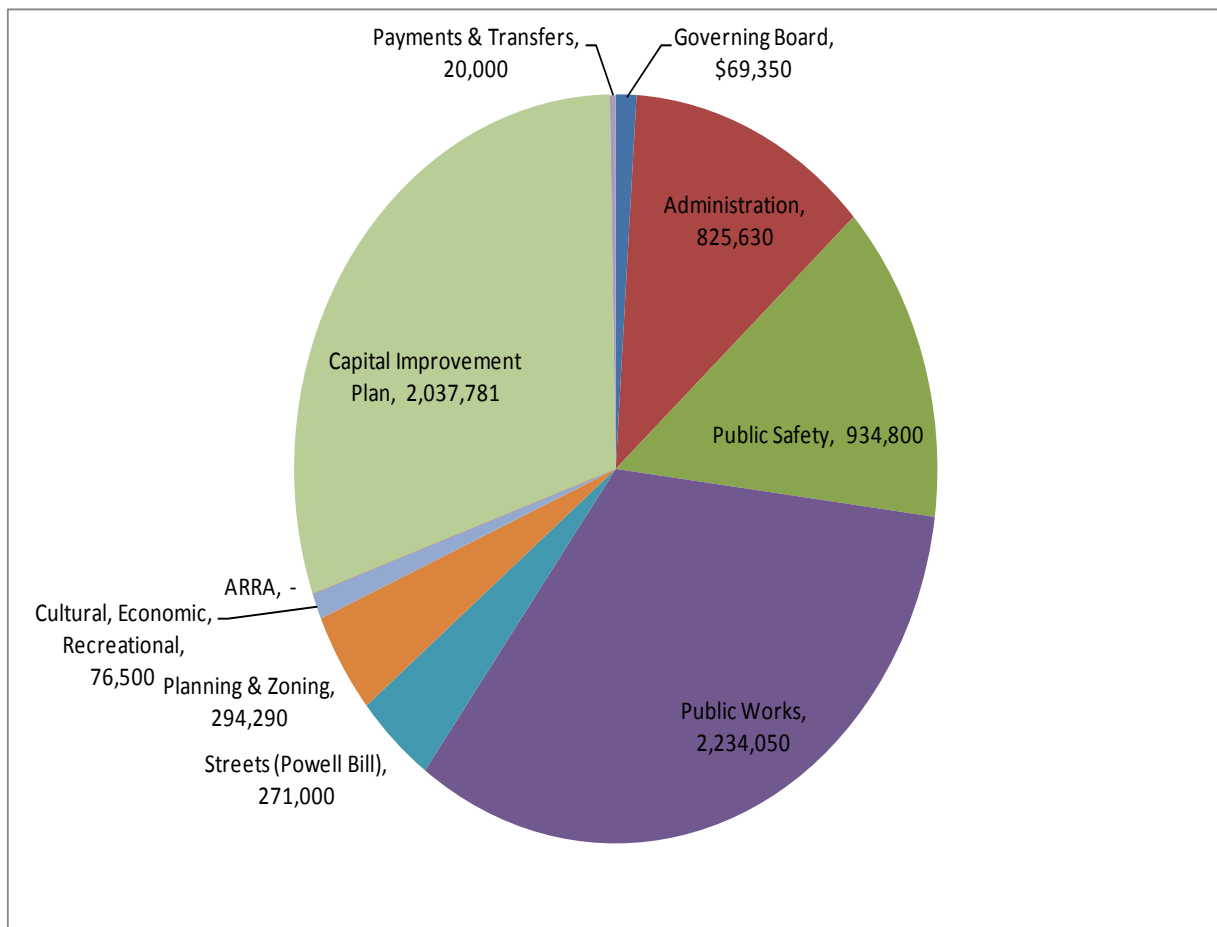
### **FUND BALANCE APPROPRIATED:**

The Village appropriated \$760,651 from unassigned fund balance and \$513,500 from committed fund balance.



## General Fund Appropriations

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Governing Board	\$ 60,240	\$ 68,750	\$ 62,579	\$ 69,350	1%
Administration	537,673	633,200	627,365	825,630	12%
Public Safety	891,948	946,200	910,875	934,800	14%
Public Works	1,905,458	2,159,955	1,997,672	2,234,050	33%
Streets (Powell Bill)	488,878	339,700	273,621	271,000	4%
Planning & Zoning	285,376	353,900	302,776	294,290	4%
Cultural, Economic, Recreational	35,315	59,250	44,500	76,500	1%
ARRA	33,123	-	-	-	0%
Capital Improvement Plan	33,123	718,640	330,289	2,037,781	30%
Payments & Transfers	27,970	450,000	430,000	20,000	0%
<b>TOTAL</b>	<b>\$4,299,104</b>	<b>\$5,729,595</b>	<b>\$4,979,677</b>	<b>\$6,763,401</b>	<b>100%</b>



## *Governing Board Appropriations*

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Salaries	\$ 31,806	\$ <b>33,300</b>	\$ 32,400	\$ <b>33,300</b>	
FICA	\$ 2,433	\$ <b>2,550</b>	\$ 2,479	\$ <b>2,550</b>	
Total personnel	\$ 34,239	\$ <b>35,850</b>	\$ 34,879	\$ <b>35,850</b>	52%
Auditing Fees	\$ 11,300	\$ <b>12,900</b>	\$ 12,900	\$ <b>13,500</b>	
Travel/Meeting/Events	\$ 14,701	\$ <b>20,000</b>	\$ 14,800	\$ <b>20,000</b>	
Total operating	\$ 26,001	\$ <b>32,900</b>	\$ 27,700	\$ <b>33,500</b>	48%
<b>TOTAL</b>	<b>\$ 60,240</b>	<b>\$ 68,750</b>	<b>\$ 62,579</b>	<b>\$ 69,350</b>	<b>100%</b>

## *Governing Board Appropriations*

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

### **Salaries & Fringes:**

	Monthly <sup>1</sup>	Meetings
<b>Mayor</b>	<b>\$550</b>	<b>\$50 23 Regular Meetings</b>
<b>Council (5)</b>	<b>\$300</b>	<b>\$50 23 Regular Meetings</b>
<b>Six special</b>		<b>\$50</b>

1. Considered employees for IRS purposes only

### **Auditing Fees:**

- The required annual audit including single audit

### **Travel & Meetings:**

- Retreat
- NCLM Conference (All council members)
- National League of Cities Conference (4 conferences for 1 council member)
- National League of Cities Conference (1 conference for 1 council member)
- December 25<sup>th</sup> Year Celebration
- Town Hall Day
- Meals at special meetings
- Education



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## *Administration Appropriations*

	FY 09-10	FY 10-11	FY 10-11	FY 11-12	FY 11-12
	ACTUAL	BUDGET	EST ACTUAL	BUDGET	%
Salaries	\$ 273,394	\$ 263,000	\$ 262,000	\$ 274,600	
FICA	\$ 20,994	\$ 20,200	\$ 19,941	\$ 21,010	
Retirement	\$ 22,487	\$ 28,000	\$ 28,311	\$ 31,200	
Group Insurance	\$ 35,571	\$ 41,100	\$ 41,030	\$ 43,600	
Total personnel	\$ 352,446	\$ 352,300	\$ 351,282	\$ 370,410	45%
Unemployment	\$ -	\$ -	\$ 9,312	\$ -	
Supplies	\$ 7,872	\$ 8,000	\$ 6,708	\$ 7,800	
Travel/Meetings/Education	\$ 10,970	\$ 13,000	\$ 12,000	\$ 13,000	
Mileage Reimbursement	\$ 3,007	\$ 3,500	\$ 3,155	\$ 3,900	
Telephone	\$ 9,029	\$ 9,200	\$ 9,203	\$ 9,300	
Postage	\$ 2,912	\$ 4,000	\$ 3,930	\$ 4,000	
Utilities-Village Hall	\$ 8,520	\$ 8,600	\$ 8,759	\$ 8,800	
Water & Sewer	\$ 215	\$ 650	\$ 350	\$ 400	
Printing	\$ 1,164	\$ 1,400	\$ 1,400	\$ 1,400	
Citizen communication	\$ 13,562	\$ 7,000	\$ 3,219	\$ 6,000	
Bldg. Maintenance/Landscaping	\$ 4,862	\$ 9,000	\$ 5,029	\$ 7,500	
Advertising	\$ 3,429	\$ 3,100	\$ 4,328	\$ 6,000	
Contract Services	\$ 65,689	\$ 145,300	\$ 77,300	\$ 35,500	
Contract Services-Tax Collection	\$ -	\$ -	\$ 23,000	\$ 24,000	
Contract Services-Board of Election	\$ -	\$ -	\$ 20,000	\$ 32,000	
Contract Service-Attorney	\$ -	\$ -	\$ 25,000	\$ 30,000	
Contract Service-Bond	\$ -	\$ -	\$ -	\$ 200,000	
Rent	\$ 120	\$ 150	\$ 120	\$ 120	
M&R Equipment	\$ 3,615	\$ 5,500	\$ 4,500	\$ 5,500	
Insurance & Bonds	\$ 25,090	\$ 28,000	\$ 24,819	\$ 27,000	
Dues & Subscriptions	\$ 2,159	\$ 26,500	\$ 24,500	\$ 27,000	
Non-Capital Equipment	\$ 23,010	\$ 8,000	\$ 9,451	\$ 6,000	
Total operating	\$ 185,225	\$ 280,900	\$ 276,083	\$ 455,220	55%
<b>TOTAL</b>	<b>\$ 537,671</b>	<b>\$ 633,200</b>	<b>\$ 627,365</b>	<b>\$ 825,630</b>	<b>100%</b>

## *Administration Appropriations*

The administrative staff maintains the Village's records, ensures compliance with North Carolina State Statutes and local ordinances, prepares financial information, acts as intermediary between the governing board and citizens, and monitors all other departments.

<b>Salaries:</b>	<b>Fringes:</b>
Village Manager (95%) Stormwater (5%) Village Clerk Village Finance Officer Administrative Support Specialist	FICA Retirement (7.49% from 6.98%) Employees Contribute 6% 401(k) (5% employee match) Health Insurance Dental & Vision Life Insurance & Short Term Disability

**Contract Services:**

- ❖ Cleaning & pest control
- ❖ Security
- ❖ Professional services (IT, software, and banking services)
- ❖ NCLM Environment Coalition

**Contract Service Tax Collection 1% of tax collection**

**Contract Service Board of Election:** % of annual board of Elections cost based on registered voters and Local election

**Contract Service-Bond**

- ❖ Bond Counsel
- ❖ Bond Rating
- ❖ Financial Consultant
- ❖ Right of way Negotiation

**M&R Equipment:**

- ❖ Maintenance Agreements
  - Copier (includes toner)
  - Generator
  - Phone
- ❖ Repairs that would not be covered under a maintenance agreement

**Insurance:**

- ❖ Workers' Comp
- ❖ Property, Liability & Bonds

**Building & Landscaping:**

- ❖ General maintenance and landscaping

**Non-Capital Outlay: (under \$5000)**

- ❖ Computer Finance Officer (replacement)
- ❖ Monitor for Manager

Capital Outlay is listed under capital improvement plan

## *Public Safety Appropriations*

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Supplies	\$ 1,118	\$ 1,500	\$ 1,143	\$ 1,300	
Gas/Fuel	\$ 17	\$ 150	\$ 50	\$ 100	
Small Equipment	\$ 100	\$ 2,000	\$ -	\$ 2,000	
Telephone	\$ 9,370	\$ 8,900	\$ 7,960	\$ 8,500	
Utilities	\$ 1,569	\$ 1,350	\$ 1,436	\$ 1,500	
Repairs & Maintenance	\$ 833	\$ 1,200	\$ 879	\$ 1,200	
Cleaning Service	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
Rent/lease	\$ 15,310	\$ 14,400	\$ 14,400	\$ 14,400	
Contract Services	\$ 751,262	\$ 765,000	\$ 751,322	\$ 739,000	
Contract Services -Grant	\$ 105,842	\$ 145,000	\$ 127,000	\$ 160,000	
Insurance	\$ 4,127	\$ 4,300	\$ 4,285	\$ 4,400	
<b>TOTAL</b>	<b>\$ 891,948</b>	<b>\$ 946,200</b>	<b>\$ 910,875</b>	<b>\$ 934,800</b>	<b>100%</b>

## *Public Safety Appropriations*

To enforce the law in an impartial manner, recognizing the statutory and judicial limitation of law enforcement authority, and the constitutional rights of all people. The Village contracts with the Forsyth County Sheriff's Department for 7 deputies, 2 traffic officers-grant, and 2 detectives stationed in Clemmons.

### **Supplies:**

- ❖ Office supplies, water, etc.

### **Small Equipment:**

### **Telephone:**

- ❖ Mobile phone service for eleven people
- ❖ 2 Phone lines
- ❖ Fax line
- ❖ Internet connection and static IP address

### **Rent or lease:**

- ❖ Rent for Neudorf space for Officers

### **Contract Services:**

- ❖ Forsyth County Contract with service levels the same as FY 09-10, which are 7 deputies and 2 detectives.

### **Contract Services-Grant:**

- ❖ Shared cost for 2 traffic officers currently at 100% reimbursement.
- ❖ Cost share for three patrol deputies if grant approved.

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## *Public Works Appropriations*

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST. ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Salaries	\$ 302,494	\$ 325,500	\$ 310,050	\$ <b>325,200</b>	
FICA	\$ 22,495	\$ 24,905	\$ 23,719	\$ <b>25,000</b>	
Retirement	\$ 24,059	\$ 28,900	\$ 30,561	\$ <b>34,000</b>	
Group Insurance	\$ 62,840	\$ 81,900	\$ 88,832	\$ <b>97,750</b>	
Total personnel	\$ 411,888	\$ 461,205	\$ 453,162	\$ <b>481,950</b>	22%
Unemployment	\$ -	\$ -	\$ -	\$ <b>5,000</b>	
Supplies	\$ 13,269	\$ 14,500	\$ 11,416	\$ <b>12,500</b>	
Street Signs/Posts	\$ 8,920	\$ 10,000	\$ 10,000	\$ <b>10,000</b>	
Safety, Clothing, & Uniforms	\$ 14,488	\$ 15,100	\$ 13,538	\$ <b>15,100</b>	
Gas & Fuel	\$ 27,654	\$ 31,600	\$ 34,000	\$ <b>49,000</b>	
Tools & Small Equipment	\$ 7,789	\$ 7,000	\$ 5,000	\$ <b>5,000</b>	
Travel/ Meetings/ Education	\$ 3,746	\$ 8,000	\$ 4,800	\$ <b>6,000</b>	
Mileage Reimbursement	\$ 6,272	\$ 7,400	\$ 5,552	\$ <b>6,300</b>	
Telephone/Communications	\$ 10,452	\$ 12,500	\$ 12,453	\$ <b>12,500</b>	
Utilities/Street Lights	\$ 70,115	\$ 72,000	\$ 71,925	\$ <b>72,500</b>	
Utilities/Village Yard	\$ 16,885	\$ 19,000	\$ 18,242	\$ <b>21,000</b>	
Harper Interchange	\$ 59,935	\$ -	\$ -	\$ -	
Landscaping R-W & I-40 Ramp	\$ 1,617	\$ 90,000	\$ 7,000	\$ <b>80,000</b>	
Bldg & Yard Maintenance	\$ 25,573	\$ 29,000	\$ 17,309	\$ <b>23,000</b>	
Repairs & Maintenance	\$ 39,584	\$ 37,000	\$ 36,766	\$ <b>37,000</b>	
Utilities Cut & Street Repairs	\$ 4,225	\$ 4,000	\$ 4,000	\$ -	
Contract Service/Solid Waste	\$ 1,153,295	\$ 1,300,000	\$ 1,250,000	\$ <b>1,354,000</b>	
Landfill Fees	\$ 1,597	\$ 1,500	\$ 1,700	\$ <b>1,700</b>	
Rental	\$ -	\$ 750	\$ 500	\$ <b>750</b>	
Insurance	\$ 23,873	\$ 32,000	\$ 32,863	\$ <b>34,000</b>	
Dues & Subscriptions	\$ 1,393	\$ 1,000	\$ 1,046	\$ <b>1,250</b>	
Park Annual Maintenance	\$ 2,887	\$ 6,400	\$ 6,400	\$ <b>5,500</b>	
Total operating	\$ 1,493,569	\$ 1,698,750	\$ 1,544,510	\$ <b>1,752,100</b>	78%
<b>TOTAL</b>	\$ 1,905,457	\$ 2,159,955	\$ 1,997,672	\$ 2,234,050	100%

## *Public Works Appropriations*

The Public Works Department is responsible for maintenance of public buildings and grounds, solid waste, recycling, maintenance of equipment, compliance with Federal and State mandates, street lights, leaf/limb collection, right of way maintenance, and landscaping.

Salary Percentages are based on actual time cards for 2010-2011 year up to March 2011

<p><b>Salaries</b>  Assistant Manager for Public Works 10%  Stormwater  Administrative Support Specialist  Equipment Service Mechanic  Crew Supervisor (2) 16% Stormwater  Equipment Operator (5) 29% Stormwater  Landscaping Supervisor (1)  Landscaping Technician (1)  Part-time (2) (&gt; 1000 hours)  Temp Total of 1400 hours</p>	<p><b>Fringes:</b>  FICA  Health Insurance  Dental &amp; Vision  Life Insurance &amp; Short Term Disability  Retirement (7.48% an increase from 6.96%)  Employees contribute 6%  401 (k) (5% employee Match)</p>
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**Leaf, Limb and Grass Service:**

The leaf, limb and grass service will be provided Village-wide, ½ of the cost is included in the general fund Public Works Department and ½ of the cost is included in the Stormwater Utility. The cost for this service is appropriated in the following areas: salaries, gas and fuel, repairs and maintenance and landfill cost.

**Street Signs/Posts:**

Street signs replacement and new street signs  
Speed limit sign (as requested and approved by Council)

**Contract Service-Solid Waste & Recycling:**

Rate is adjusted annually for April CPI which is 3.6%  
Est. Households 5970  
Curbside Recycling \$2.33 per household (6120 households includes some apartments that have bins) \$171,200)  
Curbside Solid Waste \$11.76 per household (5970 households) (\$842,400)  
96 gal recycling at condos, apartments etc. \$9.22 per month per cart 25 Carts (\$2,770)  
Cardboard Recycling Drop off and extra Trash at Village Yard (\$8,000)  
Bulk containers and compactors (apartments) (\$214,750)  
Bulk pickup (annual) (\$15,000)  
Fuel Adjustment (\$100,000)

**Landscaping R-W:**

- Medians Lewisville-Clemmons Road North (Grant for Plants)
- Routine maintenance spraying, fertilizer, replacement plants and trees

**Capital- Capital items are listed under capital improvement plan.**

**STREET APPROPRIATIONS (POWELL BILL)**

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Salaries	\$ 95,478	\$ 102,800	\$ 92,414	\$ 103,200	
FICA	6,890	7,865	7,070	7,900	
Retirement	8,996	10,350	10,191	11,000	
Group Insurance	20,677	25,900	25,400	27,000	
Total personnel	\$ 132,041	\$ 146,915	\$ 135,075	\$ 149,100	55%
Traffic Control	\$ 7,476	\$ 10,000	\$ 10,000	\$ 8,000	
Drainage/culvert work	69,796	10,000	10,000	10,000	
Other Expenditures	1,917	5,000	1,900	3,500	
Survey/Engineer	49,275	53,100	25,000	10,000	
Gas/Fuel	1,614	1,950	1,200	1,600	
Snow Removal	8,667	11,000	12,041	12,000	
Sidewalk Maintenance	16,135	5,000	5,000	15,000	
Resurfacing/Paving	154,622	79,000	55,670	46,800	
Patching	11,538	17,735	17,735	15,000	
Total operating	\$ 321,040	\$ 192,785	\$ 138,546	\$ 121,900	45%
<b>TOTAL</b>	<b>\$ 453,081</b>	<b>\$ 339,700</b>	<b>\$ 273,621</b>	<b>\$ 271,000</b>	<b>100%</b>

**Street Appropriations (Powell Bill)**

State street aid that is allocated to qualified municipalities for the purposes of maintaining, repairing, construction, reconstruction or widening of local streets that are the responsibility of the municipality.

**Salaries & Fringes:**

See table under Public Works appropriations for related personnel

**Survey/Engineer:**

Survey or engineering work for any Village maintained street

**Sidewalk Maintenance to repair and maintain 14.29 miles of sidewalks.**

**Capital items are listed under capital improvement plan**

Please note that resurfacing and paving can be an operating maintenance item or a capital item.

This determination is made depending on the type of resurfacing the street requires if it just requires an overlay then it is maintenance if the street requires removing part of the old pavement to the base of the road and then paving the resurfacing would be capital.

Springfield Farms Road requires milling therefore is a capital item and listed with the capital improvement program.



*Planning & Zoning Appropriations*

	FY 09-10	FY 10-11	FY 10-11	FY 11-12	FY 11-12
	ACTUAL	BUDGET	EST ACTUAL	BUDGET	%
Salaries	\$ 62,791	\$ 90,800	\$ 63,400	\$ 104,000	
FICA	5,107	6,950	4,850	7,960	
Retirement	5,605	10,500	7,183	12,990	
Insurance	8,338	19,200	9,616	20,310	
Total personnel	\$ 81,841	\$ 127,450	\$ 85,049	\$ 145,260	49%
Supplies	\$ 2,231	\$ 1,200	\$ 500	\$ 1,200	
Travel/training	1,258	2,500	2,104	2,500	
Mileage Reimbursement	613	1,200	1,207	1,800	
Telephone	657	800	897	1,280	
Printing	6,639	17,000	6,700	10,000	
Advertising	6,378	5,500	2,089	3,000	
TAC Match	-	5,000	5,000	5,000	
Contract Service-Attorney	-	5,250	2,000	3,500	
Contract Service-General	165,318	22,000	10,000	30,000	
Contract Service-Transportation	-	95,000	120,000	15,000	
Contract Service- Comp Plan	-	30,000	30,000	45,000	
Contract Service- Site Plan	-	5,000	2,500	4,000	
Contract Service-PB Staff	1,423	-	-	-	
Contract Service-Enforcement	16,213	30,000	30,000	20,000	
Non capital equipment	575	4,000	2,500	4,500	
Dues and subscription	230	-	230	250	
Matching Funds/Homes Program	2,000	2,000	2,000	2,000	
Total operating	\$ 203,535	\$ 226,450	\$ 217,727	\$ 149,030	51%
<b>TOTAL</b>	<b>\$ 285,376</b>	<b>\$ 353,900</b>	<b>\$ 302,776</b>	<b>\$ 294,290</b>	<b>100%</b>

## *Planning & Zoning Appropriations*

### **Salaries:**

Planner Director  
**Planner 1 (new Position)**

### **Supplies:**

Office supplies, etc.

### **Printing:**

Updates for UDO, anticipate additional changes to UDO due to comprehensive plan process.

### **Travel and Training:**

Conferences for Planner  
Training for Planning Board

### **Contract Service-Attorney:**

Attorney attending Planning Board meetings and related consultations

### **Contract Service-General:**

Contracts as requested by Planner.

### **Contract Service-Transportation**

Preliminary engineering on transportation projects  
100% Design on Lewisville-Clemmons Road

### **Contract Service-Comprehensive Plan (See Comprehensive Plan Section for more detail)**

Updates UDO  
**Formal Sustainability Policy and Housing Codes**  
**Community Gardens**  
**Energy Audit as part of Green Sustainability**

### **Contract Service-Enforcement:**

Contract with the City of Winston-Salem for inspections and permitting, increased due to sign ordinance enforcement administering the 10 year amortization of signs.

### **Noncapital Equipment:**

Desk, computer, and printer for Planner 1

**Matching Funds/Home Program:** Clemmons portion of a Forsyth County Program to help lower income citizens with home repairs, etc.

Capital items are listed under the capital improvement plan.

*Cultural, Economic & Recreational Expenditures*

	FY 09-10 ACTUAL	FY 10-11 BUDGET	FY 10-11 EST ACTUAL	FY 11-12 BUDGET	FY 11-12 %
Muddy River Art Association	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	3%
Arts Council	2,000	2,000	2,000	2,000	3%
Clemmons Library	7,000	7,000	7,000	7,000	9%
YMCA	3,000	3,000	3,000	4,000	5%
Southwest Little League	3,750	3,750	-	20,000	26%
Tourism	16,465	41,000	30,000	41,000	54%
Economic Development	600	-	-	-	0%
<b>TOTAL</b>	<b>\$ 35,315</b>	<b>\$ 59,250</b>	<b>\$ 44,500</b>	<b>\$ 76,500</b>	<b>100%</b>

**Request:**

- Muddy River Art Association
- Winston-Salem Arts Council
- Clemmons Library
- YMCA (Partnership with Youth)
- Southwest Little League

**Tourism:**

- Christmas Decorations and Utilities for Christmas Decorations
- Banners
- Maps
- Flag Replacement
- Events sponsored in past.
  - Tennis
  - Soccer
  - Community Theatre



*Transfers to Capital Project Fund*

	FY 09-10	FY 10-11	FY 10-11	FY 11-12	FY 11-12
	ACTUAL	BUDGET	EST. ACTUAL	BUDGET	%
Transfers to Capital Projects	\$ 27,970	\$ 450,000	\$ 430,000	\$ 20,000	100%

**The Village has two capital projects funds:  
Village Point Lake Improvements  
Safe Routes to School (100% Grant)**

*Village of Clemmons*  
*Comprehensive Plan*

**VILLAGE OF CLEMMONS COMPREHENSIVE PLAN**

	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
<b>TRANSPORTATION PLAN</b>										
Preliminary Engineering	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Feasibility Study Greenway Blanket										
Bottom Creek Trail	-	-	70,000	-	-	-	-	-	-	\$ -
Feasibility Study Muddy Creek	-	-		-	70,000	-	-	-	-	\$ -
<b>Total Transportation Plan</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>COMPREHENSIVE PLAN</b>										
Updates UDO	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	\$ 25,000
Formal Sustainability Policy & Housing Codes	10,000	-	-	-	-	-	-	-	-	-
Community Branding	-	-	10,000	-	-	-	-	-	-	-
Gateways	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Design and Development (incentives)	-	-	50,000	50,000	25,000	25,000	25,000	25,000	25,000	25,000
Partnership ( community gardens)	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sustainability (Green)	5,000	15,000	15,000	15,000	20,000	20,000	20,000	20,000	20,000	20,000
<b>Total Comprehensive Plan</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ 115,000</b>	<b>\$ 105,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>
<b>TOTAL ANNUAL BUDGET</b>	<b>\$ 75,000</b>	<b>\$ 45,000</b>	<b>\$ 185,000</b>	<b>\$ 105,000</b>	<b>\$ 155,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>

Annual budget items are subject to annual budget constraints and could change.

**Transportation & Comprehensive Plan Objectives Completed**

- TIS Standards
- Access Management Plan
- Capital Improvement Plan
- Village Center Review
- UDO updates

*CAPITAL PROJECTS*



**Capital Project for Reynolds Lake Improvements adopted April 12, 2010**

*Village Point Lake Improvements*

	Project Budget	Estimated project to date FY 6/30/11	Budget FY 6/30/12
Transfers from General Fund	\$ 475,000	\$ 455,000	\$ 20,000
Village Point Lake Improvements	\$ 475,000	\$ 455,000	\$ 20,000

**Capital Project for Sidewalk Construction in conjunction with grant from Safe Routes to School adopted April 12, 2010.**

*Safe Routes to School Capital Project*

	Project Budget	Estimated project to date FY 6/30/11	Project to Date FY 6/30/2012
Safe Route to School Grant	\$ 98,400	\$ 14,400	\$ 98,400
Design Engineering	\$ 14,400	\$ 14,400	\$ 14,400
Construction Admin	\$ 19,000	\$ -	\$ 19,000
Sidewalk Construction	\$ 65,000	\$ -	\$ 65,000
Total	\$ 98,400	\$ 14,400	\$ 98,400

The total capital project ordinance is \$98,400

*Stormwater Utility Fund*

*Stormwater Utilities Fund*

	FY 09-10	FY 10-11	FY 10-11	FY 11-12	FY 11-12
	ACTUAL	BUDGET	EST ACTUAL	BUDGET	%
<b>Revenues:</b>					
Stormwater Fee	\$ 642,243	\$ 635,300	\$ 643,369	\$ 714,900	77%
Stormwater Permit Fee	9,565	3,000	3,087	3,000	0%
Investment Earnings	2,507	1,000	1,500	1,500	0%
Appropriated Fund Balance		123,005	-	206,960	23%
<b>Total Revenue</b>	<b>\$ 654,315</b>	<b>\$ 762,305</b>	<b>\$ 647,956</b>	<b>\$ 926,360</b>	<b>100%</b>
<b>Expenditures:</b>					
Salaries	\$ 125,436	\$ 157,000	\$ 145,000	\$ 159,700	
FICA	\$ 9,447	\$ 12,050	\$ 11,322	\$ 12,220	
Retirement	\$ 10,104	\$ 19,000	\$ 15,000	\$ 22,410	
Group Insurance	\$ 30,024	\$ 42,500	\$ 28,261	\$ 34,100	
<b>Total Personnel</b>	<b>\$ 175,011</b>	<b>\$ 230,550</b>	<b>\$ 199,583</b>	<b>\$ 228,430</b>	<b>25%</b>
Professional Services	\$ 55,304	\$ 75,000	\$ 50,000	\$ 55,000	
Supplies	\$ 964	\$ 2,000	\$ 1,600	\$ 2,000	
Public Education	\$ 2,560	\$ 3,000	\$ 3,191	\$ 3,500	
Public Participation	\$ 147	\$ 2,000	\$ 2,000	\$ 2,000	
Safety & Uniforms	\$ 338	\$ 750	\$ 1,046	\$ 1,000	
Gas/Fuel	\$ 10,528	\$ 13,000	\$ 13,963	\$ 18,000	
Travel/Training	\$ 1,585	\$ 3,500	\$ 3,500	\$ 3,500	
Mileage Reimbursement	\$ 111	\$ 500	\$ 500	\$ 500	
Telephone	\$ 1,798	\$ 3,000	\$ 2,241	\$ 2,800	
Utilities	\$ 339	\$ 800	\$ 500	\$ 500	
Printing	\$ 37	\$ 2,000	\$ -	\$ 2,000	
Postage	\$ -	\$ 1,300	\$ -	\$ 1,300	
Drainage Maint./Good Housekeeping	\$ 10,924	\$ 20,000	\$ 22,000	\$ 30,000	
Equipment Maintenance	\$ 14,132	\$ 15,000	\$ 15,300	\$ 16,000	
Community Clean-up	\$ 507	\$ 2,500	\$ 2,500	\$ 2,500	
Advertising	\$ 875	\$ 700	\$ 700	\$ 700	
Contract Service	\$ 2,488	\$ 3,200	\$ 3,200	\$ 3,200	
Contract Service-Billing	\$ 6,366	\$ 6,400	\$ 6,400	\$ 7,200	
BMP- MNX Facility & Village	\$ -	\$ 2,000	\$ 500	\$ 2,000	
Waste Disposal	\$ 1,597	\$ 2,000	\$ 2,025	\$ 2,100	
Miscellaneous	\$ 227	\$ 500	\$ 250	\$ 300	
Code Enforcement	\$ -	\$ 500	\$ 500	\$ 500	
Equipment Rental	\$ -	\$ 9,200	\$ 2,500	\$ 9,200	
Dues & Subscription	\$ 215	\$ 350	\$ 350	\$ 350	
Insurance	\$ 4,616	\$ 5,000	\$ 4,165	\$ 5,000	
Small Equipment	\$ 240	\$ 2,000	\$ 3,128	\$ 300	
<b>Total Operating Expenditures</b>	<b>\$ 115,898</b>	<b>\$ 176,200</b>	<b>\$ 142,059</b>	<b>\$ 171,450</b>	<b>19%</b>
Debt Service Principal Payment	\$ 32,585	\$ 34,035	\$ 32,585	\$ 35,550	
Debt Service Interest	\$ 4,536	\$ 3,090	\$ 4,536	\$ 1,580	
<b>Total Debt Service</b>	<b>\$ 37,121</b>	<b>\$ 37,125</b>	<b>\$ 37,121</b>	<b>\$ 37,130</b>	<b>4%</b>
Capital Improvement Plan	\$ 241,732	\$ 261,430	\$ 93,678	\$ 220,000	
Capital Improvement Plan-Equipment	\$ 15,000	\$ 16,000	\$ 15,000	\$ 228,350	
<b>Total Capital Expenditures</b>	<b>\$ 256,732</b>	<b>\$ 277,430</b>	<b>\$ 108,678</b>	<b>\$ 448,350</b>	<b>48%</b>
<b>Transfer to General Fund</b>	<b>\$ 37,521</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>	<b>4%</b>
<b>TOTAL</b>	<b>\$ 622,283</b>	<b>\$ 762,305</b>	<b>\$ 528,441</b>	<b>\$ 926,360</b>	<b>100%</b>

## *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.

**Stormwater Fee:**

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

**Stormwater Permit Fee:**

Fee for review of site plan review for Stormwater.

**Fund Balance Appropriated:**

The Village appropriated \$206,960 from fund balance.

**Salaries & FICA:**

Stormwater Administrator

Stormwater Technician

Other Salaries: See schedule under Public Works

**Leaf, Limb and Grass Service:**

½ of the Village-wide leaf and limb service is included in the following budget line items, salaries, gas and fuel, repairs and maintenance, and waste disposal.

**Professional Services:**

Stormwater utility preparation, capital improvement project engineering, Stormwater billing updates and Stormwater site plan review by consultant.

**Public Education:**

Contract with Triad Education Consortium

Promotional items

**Recurring maintenance/Good housekeeping:**

**Contract Services-Billing:**

Billing is provided by Forsyth County Collectors office at a rate of 1% of collections.

**Equipment Rental:**

Six month rental of excavator to perform ditch work.

**Capital Improvement Plan: (See Village Capital Improvement Plan)**

Glen Oaks	\$ 210,000
Preliminary Engineering	10,000
Knuckle boom Truck	69,000
Leaf Machine	71,350
Module Offices	50,000
Truck	<u>38,000</u>
<b>Total</b>	<b>\$448,350</b>

**Debt Service:**

Principal and interest payment for financing of ½ of the limb chipper cost

**Transfers to General Fund:**

Transfer is for payment to the General Fund for previous year's monies expended for stormwater that was funded out of the general fund. This is the fifth payment out of ten.