

**CITY OF CLAREMONT
CITY COUNCIL MEETING
AGENDA PACKET**



**June 3, 2013
Claremont City Hall
7:00 pm**



**CITY OF CLAREMONT
CITY COUNCIL MEETING
Regular Meeting
June 3, 2013
7:00 PM
Council Chambers, Claremont City Hall**

AGENDA

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. INVOCATION & PLEDGE OF ALLEGIANCE**
- 4. MAYOR'S REPORT & PROCLAMATIONS**
 - A. North Carolina Domestic Violence Day
- 5. CONSENT AGENDA**
 - A. Regular Meeting Minutes – May 6, 2013
 - B. Closed Session Minutes- May 6, 2013
 - C. Approve Republic Waste One Year Contract Extension
 - D. Approve Amendments to the County Tax Collection Contract
 - E. Approve Amendments to the County Rural Fire Protection Contract
- 6. CITIZEN'S CONCERNS AND COMMENTS**
- 7. PUBLIC HEARINGS**
 - A. Fiscal Year 2014 Proposed Budget
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - A. Ordinance 14-12 Fiscal Year 2014 Budget
 - B. Fiscal Year 2013 Audit Contract
 - C. Fiscal Year 2014 WPCOG Planning Contract
 - D. Fiscal Year 2014 Animal Control Agreement
 - E. Fiscal Year 2014 Fire Inspections Agreement
 - F. Ordinance 15-12 Fiscal Year 2013 Budget Amendment
 - G. Budget Transfer
- 10. DEPARTMENT & COMMITTEE REPORTS**
 - A. Fire Department

- B. Police Department
- C. Public Works
- D. Rescue Squad
- E. Utilities Department
- F. Planning and Zoning
- G. Parks & Recreation Committee
- H. Appearance Commission

11. CITY MANAGER’S REPORT

12. CLOSED SESSION

13. ADJOURN

City of Claremont Board & Committee Meetings

| | | |
|--|---|---|
| <u>City Council Meeting</u> 1 st Monday of each month | July 1 st | Council Chambers 7:00pm |
| <u>Planning Board</u> 2 nd Monday of each month | June 10 th | Council Chambers 7:00 pm |
| <u>Appearance Committee</u> 2 nd Monday of each month | June 10 th | Claremont Library 6:00 pm |
| <u>Parks & Recreation</u> 4 th Monday of each month | June 24 th | Claremont City Offices 6:00 pm |
| <u>Youth Council</u> 1 st Sunday of each month | July 6 th | Council Chambers 3:00 pm |
| <u>Friends of the Library</u> 4 th Tuesday of each month | June 25 th | Claremont Library 6:00 pm |
| <u>Seniors Morning Out</u> 3 rd Wednesday of each month | June 19 th | 1 st Baptist Fellowship Hall 8:30 am |
| <u>Claremont Tailgate Market</u> Every Friday beginning April 26 th |  | City Hall Parking Lot 3-6pm |

NOTES:

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Proclaim June 15th as North Carolina Domestic Violence Proclamation 100 Day

On Saturday, June 15, the Mothers on a Mission Domestic Violence Organization will present “North Carolina Domestic Violence Proclamation 100 Day.” The 100 is significant. On that day, 100 mayors, 100 counties, 100 newspapers, and 100 radio and television stations across the state will have joined in the statewide effort to draw attention to domestic violence.

Claremont has been asked to be one of the 100 being asked to participate to bring awareness to the seriousness of domestic violence, but also as important, to teen dating violence. Our part is to ensure that our community helps to make a difference.

Recommendation: Approve Proclamation

Office of the Mayor
City of Claremont
North Carolina

North Carolina Domestic Violence Proclamation 100 Day

WHEREAS, the city is concerned about the issues of domestic and teen dating violence in the state of North Carolina, and,
WHEREAS, statistics show that on average, 3 women are murdered by their intimate partners every day, and,
WHEREAS, 95% – 97% of severe domestic violence occurs against women of all ages, races, religions and socioeconomic status, and,
WHEREAS, battering is the leading cause of injury or hospitalization for women, and
WHEREAS, the National Coalition Against Domestic Violence reports that more than 9 times as many women are murdered by a man they know than are killed by strangers, and,
WHEREAS, statistics show that our youth are enduring dating violence as early as age 13 and show that half of reported date rapes occur among teenagers, and,
WHEREAS, surveys show that only 33% of teenagers who are in an abusive relationship ever tells anyone, and,
WHEREAS, there were 63 domestic violence homicides in the state of North Carolina in the year 2012 and there has been 10 domestic violence homicides in North Carolina in 2013 as of March 15, 2013, and,
WHEREAS, sexual abuse is also a form of domestic violence, and,
WHEREAS, we believe that educating our communities on the issues of domestic and teen dating violence is imperative, and,
WHEREAS, Mothers On A Mission Domestic Violence Organization is dedicated to educating the state of North Carolina on the issue of Domestic and Teen Dating Violence, and,
WHEREAS, Mothers On A Mission has dedicated **Saturday June 15, 2013** to a statewide educational event on the issues of domestic and teen dating violence, and will set up radio and television interviews, and workshops across North Carolina.

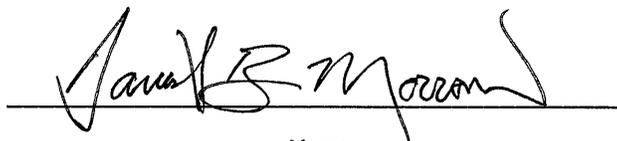
NOW, THEREFORE, BE IT RESOLVED, that the City of Claremont, hereby officially proclaim **Saturday June 15, 2013 as**

“North Carolina Domestic Violence Proclamation 100 Day”

IN WITNESS WHEREOF, I have hereunto set my hand

And caused to be affixed the Seal of the city of

Claremont, North Carolina this, the 6th day of May, 2013



Mayor

REQUEST FOR COUNCIL ACTION

Date of Meeting:

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approval of Minutes

Approve the minutes from the regular City Council meeting held on May 6, 2013.

Recommendation: Approve the Minutes



City of Claremont Regular Meeting Minutes Monday, May 6, 2013

The regular City Council meeting of the City of Claremont was held in the Council Chambers at City Hall at 7:00 p.m. on Monday, May 6, 2013.

The following members of the Claremont City Council were present: Mayor David Morrow, Mayor Pro Tem Timothy Lowrance, Councilmember Shawn Brown, Councilmember Nicky Setzer, Councilmember Dale Setzer and Councilmember Dale Sherrill.

The following personnel of the City of Claremont were present: City Manager Doug Barrick, City Attorney Bob Grant, Finance Officer Stephanie Corn, Administrative Support Clerk Mandy Buff, Deputy Police Chief Gary Bost, Fire Chief Gary Sigmon, Public Works Lead Supervisor Rick Damron, Bryan Martin, Pamela Shook, Duane Cozzen, Allen Long, Clay Buff, David Clark and David Allen.

Others in attendance were: Pansey Helderman, Jennifer Harris, Faye Harris, Kay Bost, Kathryn Gailey, Keith Bost, Philip Toelkes, Brandi Tolbert, Melinda Bumgarner, Ramona Cozzen, Robert Winrow, Lisa Treadaway, Shawn Treadaway, Clifton Smith, Autumn Edwards, Susan Tucker, Jordan Presnell, Michael Kirby, Ron Self, Cody Jarvis, Stephen Bumgarner, Hannah Elliott, Alan Russell, Rupert Little, Robert Smith, Andrea Ramsey, Laurie LoCicero, Katana DeMauro, Rebecca Rhodes, Terri Pope, Gene Monday and Bill Stamey.

1. CALL TO ORDER

Mayor David Morrow called the Claremont City Council meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as presented.

3. INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was led by Associate Pastor Chris Nivens from Liberty Hill Baptist Church. Councilmember Shawn Brown led the Pledge of Allegiance.

4. MAYOR'S REPORT & PROCLAMATIONS

Mayor David Morrow along with Cargo Transporters, the City Council and Claremont Elementary School planted a Dogwood tree on Claremont Elementary School's campus to celebrate Earth Day. April 27th was Police Chief Gerald Tolbert's retirement dinner at Saint Marks Lutheran Church, on May 2nd was the Mayor's Prayer Breakfast and on May 4th was the city wide yard sale and several other events. On Memorial Day the City will have a ceremony at the Veteran's wall in the city park. The

ceremony will begin at 10 a.m. and the 3rd wall will be presented. A new restaurant has opened on Main Street called Marely's.

A. National Police Week - Mayor David Morrow proclaimed the week of May 12th – May 18th 2013 as “Claremont Police Week”.

B. National Public Works Week - Mayor David Morrow proclaimed the week of May 19th – May 25th 2013 as “Claremont Public Works Week”.

5. CONSENT AGENDA

A. Regular Meeting Minutes – April 1, 2013 –Councilmember Dale Sherrill made a motion to accept April 1, 2013 regular meeting minutes as presented. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

B. Closed Session Meeting Minutes – April 1, 2013 –Councilmember Dale Sherrill made a motion to accept April 1, 2013 closed session meeting minutes with the addition G.S. 143-318.11(a)(5) under item 11 closed session. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

6. CITIZEN'S CONCERN'S & COMMENTS

None

7. PRESENTATIONS

A. Fiscal Year 2014 Managers Recommended Budget – City Manager Doug Barrick presented the FY 2014 managers recommended budget.

B. Claremont Police Department – City Manager Doug Barrick presented Deputy Chief Gary Bost with chief epilates and badge. Mayor David Morrow announced Claremont's new Police Chief, Chief Gary Bost.

C. Claremont Public Works – City Manager Doug Barrick presented the Public Works department with a framed image of the theme of Public Works Week.

D. Claremont Youth Council – Councilmember Dale Setzer presented the graduating senior's with a certificate of appreciation and a gift card.

8. PUBLIC HEARING

At 7:54 p.m. Mayor Pro Tem Timothy Lowrance made a motion to recess the regular council meeting to open a public hearing. Councilmember Nicky Setzer seconded the motion. The motion passed unanimously.

A. City of Claremont Code of Ordinances Beer & Wine Text Amendments – City Attorney Bob Grant stated I would like to add that actually the title of this is a little incomplete because the proposed ordinance has text language that would permit spirituous liquor to be sold. Not that it is mandated but if we approved that it would be an option along with beer or wine.

At 7:57 p.m. Councilmember Nicky Setzer made a motion to close the public hearing and reconvene the

regular council meeting. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

At 7:57 p.m. Councilmember Shawn Brown made a motion to recess the regular council meeting to open a public hearing. Councilmember Dale Sherrill seconded the motion. The motion passed unanimously.

B. City of Claremont Code of Ordinances Zoning Sign Text Amendments – City Planner Laurie LoCicero stated the Planning Board held a public forum at our April meeting and reviewed the changes that we have been working on. We have come up with five major changes in our sign ordinance.

Churches and civic buildings can now have two permanent ground signs per street front. Currently we only allow one. Commercial flags and sandwich board signs will be allowed but must be brought in at the end of business each day and must meet the size requirements.

We have increased the size of the ground mounted signs for manufacturing and industrial buildings because those buildings are typically bigger and they receive an abundance of deliveries so we wanted the truck drivers to be able to see the signs. We have also increased the size of the sign in multitenant buildings. In the ordinance we do define commercial flags and A-frame signs.

City Manager Doug Barrick said, “I have a question about the commercial flags. If the flag is lit at night on the pole how did you address that in the ordinance? I’m thinking of the commercial businesses that have multiple flags on multiple poles.”

City Planner Laurie LoCicero said, “This isn’t for anything on a permanent flag pole. The commercial flag is defined in the ordinance as a temporary flag that is used for something like advertising.”

Mayor Pro Tem Timothy Lowrance said, “If a church uses a sandwich board to advertise something are you going to require them to go there every day and have them take the sign in and out?”

City Planner Laurie LoCicero said, “Yes.”

Mayor Pro Tem Timothy Lowrance said, “I don’t think so. You don’t have people at the church every day and I don’t think that should be permitted. It should not be required for someone to make a special trip by the church to move that sign in.”

City Manager Doug Barrick said, “I think the planning board went over and above. A lot of these sign ordinance text changes came and stemmed from civic and religious usage. I will say the planning board I think went over and beyond the call of duty to incorporate all of the pastors here in Claremont and church officials in the revised text you have here. Not only on the onset in a public forum they actually had two public forums one on what the public wanted to see and what did the pastors want to see in this sign text and once they came up with a draft they called them back to their meeting last month and reviewed those sign texts. I understand your comment Tim, I appreciate your comment, that there’s not people at the church but from our perspective in order to enforce this we have to be fair across the board. If we are going to do this for a business we have to treat a business just as we would the civic or religious use. We have opened it up for civic and religious uses now to be able to have two permanent signs per street front. In addition to the two signs and the temporary sign they can also put a banner up two weeks prior to the event. From what I have heard from the pastor community and religious community I think we have every one in agreeance with what we’ve presented.”

Mayor Pro Tem Timothy Lowrance said, “So basically they can put a banner out two weeks before the event and don’t have to take it down.”

City Planner Laurie LoCicero said, "Correct."

Councilmember Dale Sherrill said, "Would the A-frame not be a temporary also if it's advertising an event two weeks down the road."

City Planner Laurie LoCicero said, "It could, the A-frame or sandwich board is really geared toward more on being on the sidewalk but if it's not on the sidewalk it's okay to leave it out two weeks prior to the event."

Councilmember Dale Sherrill said, "I agree with Doug that I think we have promoted this out as much as we can to the pastors in the area and I have attended both of the Planning Board's public forums and the one where they invited them back not one pastor showed up."

Councilmember Shawn Brown said, "What about the sign like the Fire Department puts out for the pancake breakfast, the ones that are printed and have the little metal post. Where do they fall under?"

City Planner Laurie LoCicero said, "They are temporary signs. They are allowed to be put out two weeks prior to the event."

Charles Connor III said, "Laurie is there any way we can ban political signs? Where do they fall under this ordinance? They put them out and never come back to take them up."

City Planner Laurie LoCicero, "They're only supposed to put them out a few weeks prior to the election. They have seven days to remove them after the election."

City Manager Doug Barrick said, "Really there are two requirements one federal law and two state law that dictates that. They can put out the signs thirty days prior to the election and where our ordinance comes in is they have to be removed within seven days after the election. Also they are not suppose to have their political signs in the right of way."

At 8:09 p.m. Councilmember Dale Sherrill made a motion to close the public hearing and reconvene the regular council meeting. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

At 8:10 p.m. Councilmember Dale Setzer made a motion to recess the regular council meeting to open a public hearing. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

C. City of Claremont Voluntary Annexation 13-01 – No one spoke about the topic.

At 8:10 p.m. Councilmember Dale Setzer made a motion to close the public hearing and reconvene the regular council meeting. Councilmember Dale Sherrill seconded the motion. The motion passed unanimously.

9. OLD BUSINESS

None.

10. NEW BUSINESS

A. Ordinance 11-12 Beer & Wine Text Amendments - Councilmember Shawn Brown made a motion to approve Ordinance 11-12 as presented. Councilmember Dale Sherrill seconded the motion. The motion passed unanimously.

B. Ordinance 12-12 Zoning Sign Text Amendments - Councilmember Dale Setzer made a motion to approve Ordinance 12-12 as presented. Councilmember Nicky Setzer seconded the motion passed unanimously.

C. Ordinance 13-12 Zoning Sign Text Amendments – The property owner approached City Manager Doug Barrick and requested to be annexed into the city limits of Claremont. Mayor Pro Tem Timothy Lowrance excused himself from voting due to him being the property manager.

Councilmember Shawn Brown made a motion to approve Ordinance 13-12 as presented. Councilmember Dale Setzer seconded the motion passed unanimously.

D. NCDOT Sidewalk Grant Agreement - Councilmember Dale Sherrill asked if the sidewalks aren't completed by the deadline that is stated in the agreement will we lose the funding.

City Manager Doug Barrick stated an extension can be requested if need be.

Councilmember Nicky Setzer made a motion to approve the NCDOT sidewalk grant agreement as presented. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

E. School Street Pump Station Upgrade Contract - Councilmember Shawn Brown made a motion to approve the School Street pump station upgrade contract as presented. Councilmember Dale Sherrill seconded the motion. The motion passed unanimously.

F. Budget Transfer - Monies have been moved in the FY 2013 Budget to fund various end of the budget year projects and adjustments.

9. DEPARTMENT & COMMITTEE REPORTS

A. Youth Council – Autumn Edwards reported the relay for Life event will be at the Hickory fairgrounds this year. Also there is one Zumba fundraiser class left. American Idol participant, Dave Pittman, will be performing in the City Park on May 11th at 6:00 p.m.

B. Fire Department – City Manager Doug Barrick reported fire prevention participated in 2 car seat installation events and installed 4 car seats. Engineers and other members are taking a certification class for the operation of the ladder truck.

C. Police Department – Chief Gary Bost reported Officer David Allen made an arrest for possession of “crack” cocaine; Lieutenant Allen Long investigated a case of vandalism at McKinley Leather and Countywide Insurance. Corporal David Clark made two arrests for discharging a firearm in the city park.

D. Public Works – Lead Supervisor Rick Damron stated they have been working on trimming the trees at the interstate. The summer help employee will be working full time hours starting May 7th.

E. Rescue Squad – Tim thanked everyone for their support in the Pig Picking and Poker Run fundraiser.

F. Utilities Department – City Manager Doug Barrick reported the gap in the water and sewer usage amounts between the amount Claremont has billed and the amount the City of Conover has billed Claremont is decreasing. The 2012 water quality report is finished and there is web address on the water bills for citizens to view the report.

G. Planning & Zoning – City Planner Laurie LoCicero reported the Planning Board finalized the sign revisions and they held a public forum on draft revisions, they invited the business community and churches to attend and give their input.

H. Parks & Recreation Committee – Mayor Pro Tem Timothy Lowrance reported the committee has been busy. The Hope 4 Cure event was a success. Pinnacle Amusement will be providing the kids' activities for Claremont Daze.

City Manager Doug Barrick asked the Parks & Recreation committee to come up with a reservation policy for the City Park to avoid issues in the future.

I. Appearance Commission – Councilmember Nicky Setzer reported the yard of the month winner is Shane and Angela Houston. They will receive a \$25 gift certificate to Box Car Grille.

10. CITY MANAGER'S REPORT

City Manager Doug Barrick stated the Western Piedmont Symphony will be hosting The Kontras Quartet on May 22nd in the Council Chambers at 10 a.m. and 5 p.m. and it is free of charge. In a continued effort to go paperless City Hall now has a digital display in the lobby to advertise news and events. Anyone that sees sidewalk issues that needs repairing please call City Hall so it can be fixed.

11. CLOSED SESSION

At 8:44 p.m. Councilmember Nicky Setzer made a motion go into closed session in reference to G.S. 143-318.11 (a)(4). Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

At 10:08 p.m. Mayor Pro Tem Timothy Lowrance made a motion to adjourn the closed session and reconvene the regular session. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

Councilmember Nicky Setzer made a motion to approve the conceptual agreement with The Wooten Company for engineering work to evaluate Phase II of the business park and the price not to exceed \$20,100. Councilmember Shawn Brown seconded the motion. The motion passed unanimously.

12. ADJOURN

At 10:08 p.m. Councilmember Dale Setzer made a motion to adjourn the City Council meeting. Mayor Pro Tem Timothy Lowrance seconded the motion. The motion passed unanimously.

Respectfully submitted,
Mandy D. Buff, Administrative Support Clerk

Attested:

David B. Morrow, Mayor

Douglas L. Barrick, City Clerk

REQUEST FOR COUNCIL ACTION

Date of Meeting:

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approval of Minutes

Approve the minutes from the City Council Closed Session meeting held on May 6, 2013.

Recommendation: Approve the Minutes

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve a 1 year contract extension with Republic Waste

Republic waste has asked for a one year extension to our current trash and recycling contracts. This extension provision will allow Republic to finalize the needed improvements at their Conover location to provide for single stream recycling. This new service will roll out to Claremont as soon as possible. During the one year extension all rates and fees remain the same. Claremont and Republic also agree to consolidate the two existing service contracts into one agreement that will provide expanded services to the City.

Recommendation: Approve the Extension



March 7, 2013

Mr. Doug Barrick, Manager
City of Claremont
PO Box 446
Claremont, NC 28610-0446

Dear Doug:

We appreciate you meeting with us to discuss our Agreements for solid waste collection and recycling collection. Both contracts are expiring June 30, 2013. As you are aware, we are converting our material recovery facility to a single stream facility during the next year. This will enable us to provide a greatly enhanced recycling program to the City that would accept many additional materials using a cart system.

We would like to extend our current Agreements for one year, until we have the ability to offer the enhanced services. If the City is in agreement, we will negotiate a new multi-year Agreement during the second half of this year. The new Agreement would begin July 1, 2014. The new Agreement would: consolidate and replace the two current Agreements; include the enhanced recycling collection; automate solid waste collection; provide two carts (one for recycling and one for solid waste) to each residence; and include an educational component on the new services.

This letter serves as our agreement to extend the two current Agreements until June 30, 2014. If the City is in agreement, please indicate by signing below and returning a copy of this letter.

Sincerely,

Bill Schrum
Sr. Area Municipal Services Manager

Agreed:

Date:

City of Claremont

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve amendments to the County tax collection contract

A revised Tax Collection contract has been drafted to incorporate the changes associated with the shift of motor vehicle billing and collections responsibility from the County to the State. Highlights of the changes include:

- For vehicles with renewal dates prior to September 1, 2013, the “old” system will remain in effect. (Claremont would pay County 1.5 % of the amount of gross motor vehicle receipts collected.)
- For vehicles with renewal dates on or after September 1, 2013, the “new” system will be in effect. (The state will handle billing and collections, distributing county-wide revenue collections to the County minus the \$1.69 per bill administrative fee and debit / credit card transaction fees. The County will then allocate the lump sum costs between the county and municipalities based upon the proportion of the tax bill represented by each entity.)
 - County tax rate is 0.53, and Claremont tax rate is 0.46. In this scenario, the County would be responsible for 53.5% of the billing & credit/debit card costs, and Claremont would be responsible for 46.5%.
 - County will allocate the costs associated with vehicle processing exemptions, appeals, and refunds based on the total number of motor vehicle bills issued county-wide. Using last year’s numbers, Claremont’s share of total bills is 1.1%. We anticipate this total administrative cost to be around \$600 for the upcoming year.

Recommendation: Approve the amendments

STATE OF NORTH CAROLINA

COUNTY OF CATAWBA

AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____, ~~2009~~ 2013 by and between **CATAWBA COUNTY**, a body politic, corporate in nature, or governmental agency existing by virtue of the laws of the State of North Carolina, having a mailing address of Post Office Box 389, Newton, North Carolina 28658, hereinafter referred to as “County” and the **CITY OF CLAREMONT**, a body politic, corporate in nature, or governmental agency existing by virtue of the laws of the State of North Carolina, having a mailing address of Post Office Box 446, Claremont, North Carolina 28610, hereinafter referred to as “Municipality.”

WITNESSETH:

WHEREAS, in 1981 Municipality requested County to take complete responsibility for billing and collection of all Municipality ad valorem property taxes, both current and delinquent, and subsequently motor vehicle taxes, such actions permissible by interlocal cooperation and joint exercise of powers pursuant to Chapter 160A of the North Carolina General Statutes ~~of North Carolina;~~ and;

WHEREAS, over the years a number of Agreements have been executed related to these tax collection issues; and;

WHEREAS, recent amendments to Chapter 105 of the North Carolina General Statutes transferred motor vehicle tax billing and collection responsibilities from local governments to the State of North Carolina, while local governments have retained responsibility for tax situsing, and processing of appeals, refunds, and exemptions; and

WHEREAS, it is in the best interests of both parties to executing a new Agreement; and;

NOW THEREFORE, the parties ~~wish to reduce their agreement to writing and~~ agree to the following:

1. This Agreement becomes effective upon execution ~~of~~by all appropriate persons, remains in effect until terminated in accordance with the terms of this Agreement or until a new Agreement is entered into, and replaces and supersedes any prior Agreements between the parties related to tax collection.
2. County shall have complete responsibilities for the billing and collection of all ad valorem property ~~and motor vehicle taxes~~ and gross receipt taxes for Municipality, and all motor vehicle taxes with renewal dates prior to September 1, 2013, both current and delinquent. County, through its Tax Collector, shall exercise all general duties on behalf of Municipality under Chapter 105 of the North Carolina General

Statutes. This authority includes all remedies, including foreclosure, allowed under the law. This authority shall also include the billing and collection of Municipality taxes for Municipality property that is in another County.

3. Municipality agrees to pay County a specific amount for each numbered tax bill. Currently the amount is \$3.64 per bill. County agrees to periodically conduct a study of the actual cost of billing and collecting of Municipality taxes and agrees to notify Municipality of any increases by December 1 prior to the July 1 effective date.

4. For motor vehicle taxes with renewal dates prior to September 1, 2013, Municipality agrees to pay County one and one-half percent (1 ½%) of the amount of motor vehicle taxes and gross receipts taxes collected.

5. For motor vehicle taxes with renewal dates on or after September 1, 2013, North Carolina Department of Transportation will distribute County-wide net motor vehicle tax collections (minus County-wide costs associated with State billing and County-wide costs associated with debit and credit card transaction fees) to the County on a monthly basis.

County shall allocate the lump sum costs of billing, credit card, and debit card transaction fees (already removed from total distribution amount) to Municipality based upon the proportional share of Municipality's contribution to the total tax bill. County shall allocate direct costs associated with tax situsing and processing of exemptions, refunds, and appeals to Municipality based upon the proportional share of total motor vehicle bills issued on behalf of Municipality. County agrees to distribute the remaining net revenue to Municipality in a timely manner.

~~5-6.~~ County shall send an annual statement for billing and collection services for real and personal property after December 1 each year. Municipality agrees to remit payment to County within 30 days of receipt.

~~6-7.~~ This Agreement may be modified by mutual, written agreement of the parties. Any termination of this Agreement must be made in writing and delivered no later than December 31 of any year prior to the June 30 effective date of the termination. This six month notice of termination must be sent via first class mail or facsimile to the following:

For County:

Mark Logan
Catawba County Tax Administrator
Post Office Box 368
Newton, North Carolina 28658
Fax: 828-465-8413

For Municipality:

Doug Barrick
Claremont City Manager
Post Office Box 446
Claremont, NC 28610
Fax: 828-459-0596

~~7.8.~~ When real property is sold at a foreclosure sale for the collection of ad valorem taxes, County agrees to use reasonable efforts to assure that the opening bid is sufficient to pay both the Municipal and County ad valorem property taxes including taxes, penalties, interest and such costs as accrued prior to the institution of the foreclosure action. In the event the property is sold for an amount not sufficient to satisfy both the Municipal and County taxes, including penalties, interest and costs, the money shall be distributed as follows:

County shall first be reimbursed for actual expenses and disbursements made by it in connection with the foreclosure action, including cost of advertising, legal fees and other necessary legal expenses, and any balance remaining after the payment of these expenses shall be distributed to County and Municipality in proportion to their respective interest.

In the event that County shall become the purchaser at a foreclosure sale, the property shall be held and disposed of pursuant to North Carolina General Statutes 105-376(b).

~~8.9.~~ Municipality agrees that County Tax Collector shall be authorized to use all lawful means to collect the ad valorem property taxes, and motor vehicle taxes with renewal dates prior to September 1, 2013, on behalf of Municipality. Municipality agrees to extend full cooperation from its officials, agents and employees in the collection of these taxes and further agrees to take no action on behalf of any Municipal taxpayer that is influenced by personal or political friendships or obligations.

~~9.10.~~ County agrees that in collecting ad valorem property taxes, and motor vehicle taxes with renewal dates prior to September 1, 2013, for Municipality, that pursuant to North Carolina General Statutes 105-354, these taxes shall be treated in the same manner as taxes of County. The Tax Collector agrees to follow all procedures set forth in Article 26, Collection and Foreclosure of Taxes, for the delivery of receipts, releases, and prepayment. County agrees to make daily deposits in Municipality's account at a local bank designated by County. For municipalities who do not have access to County tax software, County will print regular transactional listings as well as summaries and monthly status reports showing all outstanding accounts, which will be mailed to Municipality.

~~10.11.~~ In the event a taxpayer asserts a taxpayer's remedies pursuant to North Carolina General Statutes 105-381, including a demand for a release or a request for a refund, County will notify Municipality of each request and the governing body of County and Municipality will take individual action upon their respective tax claims pursuant

to North Carolina General Statutes 105-381(b) and County agrees to handle all refunds, releases and compromises under the provisions of Article 27, Refund and Remedies, Chapter 105, of the General Statutes, and agrees not to release, refund or compromise all or any taxes except as provided in Article 27.

~~11.12.~~ The parties agree that the collection shall be subject to an audit by a certified public accountant to be selected by County.

~~12.13.~~ Municipality authorizes County to employ any entity that County has determined meets appropriate qualifications to audit and discover unlisted or under reported business personal property taxes. Municipality agrees to reimburse County, on a prorated basis for actual expenses incurred by employment of such outside entity.

~~13.14.~~ County agrees to print and mail delinquent notices ([for the preceding tax year](#)) each year on or before July 1st.

~~14.15.~~ The parties agree advertisements of tax liens on real property for failure to pay taxes shall be done pursuant to state law. The time of the advertisement shall be selected by County.

~~15.16.~~ The parties agree that all fiscal month closings shall be on the last day of each month, with the exception of when the last day falls on a weekend. When the last day falls on a weekend, the fiscal month shall close on the preceding Friday. If the last day falls on a holiday, the fiscal month shall close on the preceding day prior to the holiday except that June 30th shall be the closing for both the fiscal year and the fiscal month, and December 31st which shall be the close of the fiscal month and the calendar year.

~~16.17.~~ The parties agree that there shall be one tax bill for municipal tax bills and county tax bills. The bill shall indicate a separate total for the County and a separate total for the Municipality, and in addition, shall state a grand total of the county and the municipal ad valorem taxes.

~~17.18.~~ In the event a taxpayer makes a partial payment, the County shall divide the payment equally between the county taxes due and the municipal taxes due, except when the taxpayer directs that the money be applied on another basis.

~~18.19.~~ Municipality agrees to encourage municipal taxpayers to make payment of both municipal and county ad valorem property ~~taxes~~, as well as motor vehicle taxes [with renewal dates prior to September 1, 2013](#), to the Catawba County Tax Collector.

~~19.20.~~ The parties agree that there shall be only one sale of tax liens on real property for failure to pay taxes pursuant to North Carolina General Statutes 105-369. The time of the sale shall be selected by County.

~~20-21.~~ Municipality agrees to take such action as may be required by law to give the Catawba County Tax Collector, and related personnel the authority to administer the collection of municipal ad valorem property and motor vehicle taxes with renewal dates prior to September 1, 2013 and to carry out the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective names on the date and year above written.

COUNTY OF CATAWBA, NORTH CAROLINA

[Seal]

By: _____
J. Thomas Lundy, County Manager

Attested:

Barbara Morris, Clerk

CITY OF CLAREMONT

By: _____
Doug Barrick, City Manager

Attested:

Clerk

**STATE OF NORTH CAROLINA
COUNTY OF CATAWBA**

I, _____, a Notary Public for the said County and State, hereby certify that Barbara Morris personally appeared before me this day and acknowledged that she is Clerk of Catawba County, North Carolina, and that by authority duly given and as the act of said County, the foregoing instrument was signed in its name by its Manager, sealed with its corporate seal, and attested by herself as its Clerk.

| WITNESS my hand and notarial seal, this the ____ day of _____, 200913.

[Notary Seal]

Notary Public

My Commission Expires: _____

**STATE OF NORTH CAROLINA
COUNTY OF CATAWBA**

I, _____, a Notary Public for the said County and State, hereby certify that _____ personally appeared before me this day and acknowledged that she is Clerk to the _____, North Carolina, and that by authority duly given and as the act of said City, the foregoing instrument was signed in its name by its Manager, sealed with its corporate seal, and attested by herself as its Clerk.

| WITNESS my hand and notarial seal, this the ____ day of _____, 200913.

[Notary Seal]

Notary Public

My Commission Expires: _____

THIS INSTRUMENT has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act as amended.

Date: _____

Rodney N. Miller, Finance Director

APPROVED AS TO FORM

Date: _____

Debra Bechtel, County Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve amendments to the County rural fire protection contract

As a result of issues surrounding the recent issues with the Catawba Fire Department the County Attorney discovered issues with the Fire Protection districts in the County. As a result of these issues the County has proposed to amend the current system of tax districts and go to a service district. The County would set the tax rate in the tax districts from the current \$0.07 to \$0.00 and then set the tax rate in the service district at \$0.07. This would provide the same level of funding for the Claremont district. The district lines will be drawn to the current service area for the Claremont Fire Department and no other changes are proposed. The new service district will also allow for future flexibility in rate changes, and service district changes , as these changes can be made by a vote of the county commission, rather than a vote of the entire district.

Recommendation: Approve the amendments

STATE OF NORTH CAROLINA
CATAWBA COUNTY

AGREEMENT

This AGREEMENT, made the ____ day of _____, 2013, between CATAWBA COUNTY, hereafter referred to as "County", and _____, hereafter referred to as "Municipality".

WITNESSETH:

WHEREAS, certain Municipal fire departments have been organized within Catawba County, and have sufficient equipment and personnel to meet the qualifications and regulations as required by the North Carolina Department of Insurance; and

WHEREAS, Municipality is situated in Catawba County and is in proximity to the Fire Protection Service District identified in Attachment A, attached and incorporated herein by reference; and

WHEREAS, pursuant to North Carolina General Statute (NCGS) 153A-233, the Catawba County Board of Commissioners is authorized and empowered to provide for the organization, equipment, maintenance, and the governing of fire departments within its jurisdiction, and has adopted Fire Protection Service Districts, in accordance with NCGS 153A-301(a)(2),

NOW THEREFORE, in consideration of the mutual agreements made, and pursuant to the authority granted by North Carolina General Statutes, County and Municipality agree as follows:

1. County agrees to annually levy and collect upon all taxable property lying within the boundaries of the Fire Protection Service District, more particularly described in Attachment A, incorporated herein by reference, an ad valorem property tax as determined by the Catawba County Board of Commissioners.
2. To ensure tax is used for the purpose of fire protection in the Fire Protection Service District where it originated, County shall keep the collected taxes in a separate and special fund until delivery to the Municipality for fire protection services in the fire protections service district identified in Attachment A.
3. The purpose of Fire Protection Service Districts is to provide fire protection to citizens and property. Before any changes are made to Fire Protection Service Districts, County will meet and consult with affected Municipality and/or fire department, and may only make changes as prescribed by North Carolina state law.

4. Municipality agrees to furnish and provide fire protection service, and other emergency services as deemed necessary by Municipality, to all property lying within the boundaries of the Fire Protection Service District identified in Attachment A. Municipality will dispatch firefighting and/or protection services upon any call indicating a need for firefighting or fire protection services within the Fire Protection Service District identified in Attachment A.
5. Municipality, when dispatched and through its fire department, will promptly and properly attend and fight all fires occurring within its district. Municipality, through its fire department, will strive to meet annual average response criteria of no more than six (6) minutes within its fire district beginning from the time of dispatch until the first apparatus arrives on the scene. This response criteria excludes mutual aid calls where apparatus must respond into neighboring districts. This response criteria also excludes service calls and non-emergency responses. All responses must be performed with due regard for the safety of all persons using the highway, and in the accordance with North Carolina General Statutes. Fire Department must submit to the Catawba County Fire Marshal monthly, the previous month's fire incident reports. These reports must be submitted by the 15th of each month. Data will be collected and reviewed quarterly and analyzed annually to insure that the 6 minute response criteria is realistic.
6. Municipality will provide liability insurance protection, in the amount of at least one million dollars, which shall cover its responders and equipment. This agreement shall not be construed as a wavier or partial waiver of any claim of government immunity available to Municipality against any claim of liability.
7. Municipality agrees to maintain personnel and equipment and comply with training and meeting requirements and other rules and regulations of the North Carolina Department of Insurance, as required for certification as a fire department.
8. The County Fire Marshal will, at least annually, review the specifications as set out above and will recommend to the Emergency Services Director, as needed, any amendments or changes which the Fire Marshal may deem advisable. No recommended amendments or changes will be effective until the modifications have been adopted in writing and signed by the authorized representatives of County and Municipality.

9. Municipality agrees to provide mutual aid and assistance to other fire departments and emergency service agencies when requested and if resources are available. Municipality, through its fire department, will participate, through membership, in the Catawba County Firefighters Association, Inc., and the Chief (or his designee) shall serve as a Board of Director with the Association Executive Board to better protect and educate the citizens of the County. The executive board of the Catawba County Firefighter's Association, by verbal agreement, will strive to develop a plan to reduce the annual dues of the member departments, maintaining them as low as possible. Municipality, through its fire department, agrees to abide by the following objectives of the Catawba County Firefighters Association, Inc., contained in its Constitution and Bylaws amended and adopted May 17, 2004 and as may be subsequently amended.

Objectives of the corporation include:

- A. To coordinate the efforts of the fire departments of Catawba County
 - 1) To promote the exchange of information to all departments
 - 2) To assist in the training of all firefighters
 - 3) To assist in the purchase of equipment and to keep all departments informed of the quality of equipment being used among departments.
 - 4) Inform the departments about new or existing equipment, guidelines and compliances that other organizations are using.
 - 5) To strive for standardization among member departments i.e., equipment, guidelines when possible.
 - 6) To assist in securing better equipment for all fire departments of Catawba County.
 - B. To maintain a liaison with Emergency Management, Catawba County Fire-Rescue Division, Catawba County Law Enforcement Agencies, the Board of County Commissioners of Catawba County, and all other governmental agencies, which may be willing or able to assist in the promotion of fire protection; and
 - C. To keep departments informed of benefits (local, state and federal) for all firefighters and their families, in all Catawba County Fire Departments.
10. This contract is effective from July 1, 2013 through June 30, 2014, and in the absence of any changes or exercise of a notice of termination as hereafter provided, shall automatically renew for successive one year terms until terminated. This contract may be terminated by either party by providing written notice of its intent to terminate to the other party at least 180 days before the conclusion of each fiscal year.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed in duplicate originals on the date written above, by persons duly authorized to do so.

CATAWBA COUNTY
BOARD OF COMMISSIONERS

By: _____
Katherine W. Barnes, Chair

ATTESTED

Barbara E. Morris, Clerk

City of _____

By: _____, Manager

ATTESTED:

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Date

Rodney N. Miller, Finance Director

APPROVED AS TO FORM:

Date

Debra Bechtel, County Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting:

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Citizen's Concerns and Comments

North Carolina General Statutes require that the City Council allow time at each public meeting for Citizen Input.

Recommendation: Hear Public Concerns and Comments

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Hold Public Hearing

The proposed budget for the fiscal year beginning July 1, 2013 and ending June 30, 2014 was submitted to the Claremont City Council on May 6, 2013 in accordance with North Carolina General Statutes. North Carolina law requires that a public hearing be held by the Claremont City Council on the proposed budget prior to adoption. All interested persons are invited to make written or oral comments on the proposed budget. The proposed budget has been available for public review on the City of Claremont website at www.cityofclaremont.org and at the Claremont City Hall.

Recommendation: Hold Public Hearing



City of Claremont



Manager's Recommended Budget for the Fiscal Year Ending June 30, 2014

Respectively Submitted to the Claremont City Council on May 6, 2013

"A progressive City dedicated to preserving small town values while planning for the future"

City of Claremont
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City of Claremont
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City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 14-12

AN ORDINANCE OF THE CITY OF CLAREMONT ADOPTING THE CLAREMONT
MUNICIPAL BUDGET FOR FISCAL YEAR 2014

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS
FOLLOWS:

Section 1: It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2032 and ending June 30th 2014.

| | |
|------------------------|--------------------|
| Ad Valorem Taxes | \$1,932,378 |
| Occupancy Tax | \$8,500 |
| Grants & Investments | \$2,000 |
| Utility Franchise Fees | \$217,000 |
| Sales Tax | \$235,100 |
| Fund Balance | \$48,000 |
| State Shared Revenues | \$29,700 |
| Fees | \$13,900 |
| Miscellaneous | \$10,000 |
| Total | \$2,496,578 |

Section 2: The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the Fiscal Year beginning July 1st 2013, and ending June 30th 2014, in accordance with the chart of accounts heretofore established for the City.

| | |
|----------------------|--------------------|
| City Council | \$68,970 |
| Economic Development | \$30,000 |
| Administration | \$422,199 |
| Police | \$825,279 |
| Fire | \$318,269 |
| Public Works | \$541,641 |
| Recreation | \$93,250 |
| Planning | \$29,150 |
| Library | \$20,300 |
| Debt Service | \$147,520 |
| Total | \$2,496,578 |

Section 3: It is estimated that the following revenues will be available in the Water and Sewer Fund for the Fiscal Year Beginning July 1st 2013 and ending June 30th 2014:

| | |
|------------------------------|--------------------|
| Charges for Utilities | \$1,057,987 |
| Other Charges | \$111,900 |
| Capital Reserve Fund Balance | \$175,000 |
| Total | \$1,334,887 |

Section 4: The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|-------------------------|--------------------|
| Water Treatment | \$210,475 |
| Water Maintenance | \$321,690 |
| Waste Water Treatment | \$537,764 |
| Waste Water Maintenance | \$122,500 |
| Debt Service | \$152,458 |
| Total | \$1,334,887 |

Section 5: It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal Year Beginning July 1st 2012 and ending June 30th 2013:

| | |
|--------------------------|-----------------|
| Powell Bill Distribution | \$43,000 |
| Total | \$43,000 |

Section 6: The following amounts are hereby appropriated in the Powell Bill Fund for the maintenance of city streets for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|------------------------|-----------------|
| Powell Bill Operations | \$43,000 |
| Total | \$43,000 |

Section 7: It is estimated that the following revenues will be available in the PJ Stanley Fund for the Fiscal Year Beginning July 1st 2012 and ending June 30th 2013:

| | |
|----------------------------|----------------|
| Contributions | \$2,500 |
| Transfer from General Fund | \$4,200 |
| Total | \$6,700 |

Section 8: The following amounts are hereby appropriated in the PJ Stanley Fund for the memorial scholarships and fundraising for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|--------------|---------|
| Scholarships | \$2,500 |
|--------------|---------|

| | |
|---------------------|----------------|
| Department Supplies | \$4,200 |
| Total | \$6,700 |

Section 9: The operating funds encumbered on the financial records of June 30th 2013 are hereby re-appropriated into this budget.

Section 10: There is hereby levied a tax at the rate of forty six cents (\$.46) per one hundred (\$100) valuation of property as listed for taxes as of January 1st 2013, for the purpose of raising the revenue listed as “Ad Valorem Taxes” in the General Fund in Section 1 of this ordinance.

Section 11: The corresponding FY 2013-2014-Schedule of Fees is approved with the adoption of this Annual Budget Ordinance. The FY 2014 Schedule of Fees is attached as Attachment A to this Ordinance.

Section 12: The City Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

- A. He may transfer amounts between line-item expenditures and between departments without limitation as believed to be necessary and prudent. He must make an official report on such transfers at the next regular meeting of the governing board
- B. He may transfer amounts up to \$5,000 between functional areas including contingency appropriations, within the same fund. He must make an official report on such transfers at the next regular meeting of the governing board
- C. He may not transfer any amounts between funds, except as approved by the Governing Board in the Annual Budget Ordinance as amended.

Section 13: Copies of the Annual Budget ordinance shall be furnished to the City Clerk, to the Governing Board and to the City Manager and Finance Director to be kept on file by them for the direction in the disbursement of funds.

INTRODUCED at the regular meeting of the City Council of the City of Claremont on June 3, 2013.

ADOPTED at the regular meeting of the City Council of the City of Claremont on June 3, 2013.

MAYOR David Morrow

ATTEST:

Doug Barrick, City Clerk

APPROVED AS TO FORM:

Bob Grant, City Attorney

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Manager's Message



**To: The Honorable Mayor Morrow
Members of the Claremont City Council
Citizens of Claremont**

From: Doug Barrick, City Manager

Re: Transmittal of the Fiscal Year 2014 City of Claremont Manager's Recommended Budget

Date: May 6, 2013

I am honored to present the City of Claremont Manager's Recommended Budget for Fiscal Year 2014. This budget proposal represents the ongoing financial stability of the City in a financially difficult time as the City deals with the effects of the recession and challenging economy. This budget has been prepared in accordance with the North Carolina General Statutes, and as such is balanced. This budget follows the City Council directives to provide excellent and cost effective services while providing long-term financial stability. The Manager's Recommended General Fund Budget totals \$2,496,578 which represents an increase of 5.3% from the Fiscal Year 2013 budget.

Generally, most revenue sources are projected to increase, to reflect the uptick in economy as seen in the FY12 and FY 13 budget numbers. It is important to note that given the current economic climate all revenue projections even those with growth have been estimated conservatively to ensure stability during the fiscal year. Utility and sales taxes are on the rise but have not reached levels from prior to 2007. Even though the City had lost tax base in the FY12 reevaluation process, we have seen growth in personal and business property as our businesses begin to recover and expand operations. The City has also been fortunate to fill some vacant buildings and add residential units over the last year. The City has also landed a major client for the business park in Bed Bath & Beyond. The successes are a direct result of our ability to invest in the City and EDC activities.

We continue to monitor the direct impact of other governments on our budget, such as the State's possible withholding of shared revenues and talks of tax reform. As a result of prior legislation the transitional hold harmless distribution from the state expired this fiscal year. The continued low interest rates and increase in retirees has forced an increased contribution to the Local Government Employees' Retirement System.

Manager's Message

Significant changes in the proposed budget for Fiscal Year 2014 include an increase in local economic development spending that focuses on small business growth, launching a mobile application for Citizen interaction, developing a Master Plan for the City Parks, and offering a 3% raise pool for all full time employees. The proposed budget accounts for an increase in personnel costs by 4.1%, an increase in operating costs by 2.8%, capital spending is also up by 44.4%. While this budget represents an increase in expenditures it balances those expenses by the expansion of revenues. This budget is also back in line with previous budgets of roughly 2.5 million, as the fiscal year 13 budget was down to account for some revenue losses and conservative estimates. The Fiscal Year 12 budget included for the first time a 5 year capital improvement plan for both the general and utility fund and this budget has updated that plan. In doing so the City is able to evaluate and plan for future needs.

Goals for Fiscal Year 2014

In order to align City operations with City Council directives the City Manager and Department Heads submitted detailed goals for the coming year. The City Council also adopted the 2012 Action plan that incorporates many overlapping goals from the staff but also provided detailed initiatives to guide the City. This year's budget will revisit that planning process to continue an aligned strategy moving forward. Together these goals represent critical success factors for each department, as the City strives to deliver continued excellent, cost effective services to the Citizens of this community.

Specific initiatives funded in the FY 2014 Manager's Recommended Budget while controlling costs include:

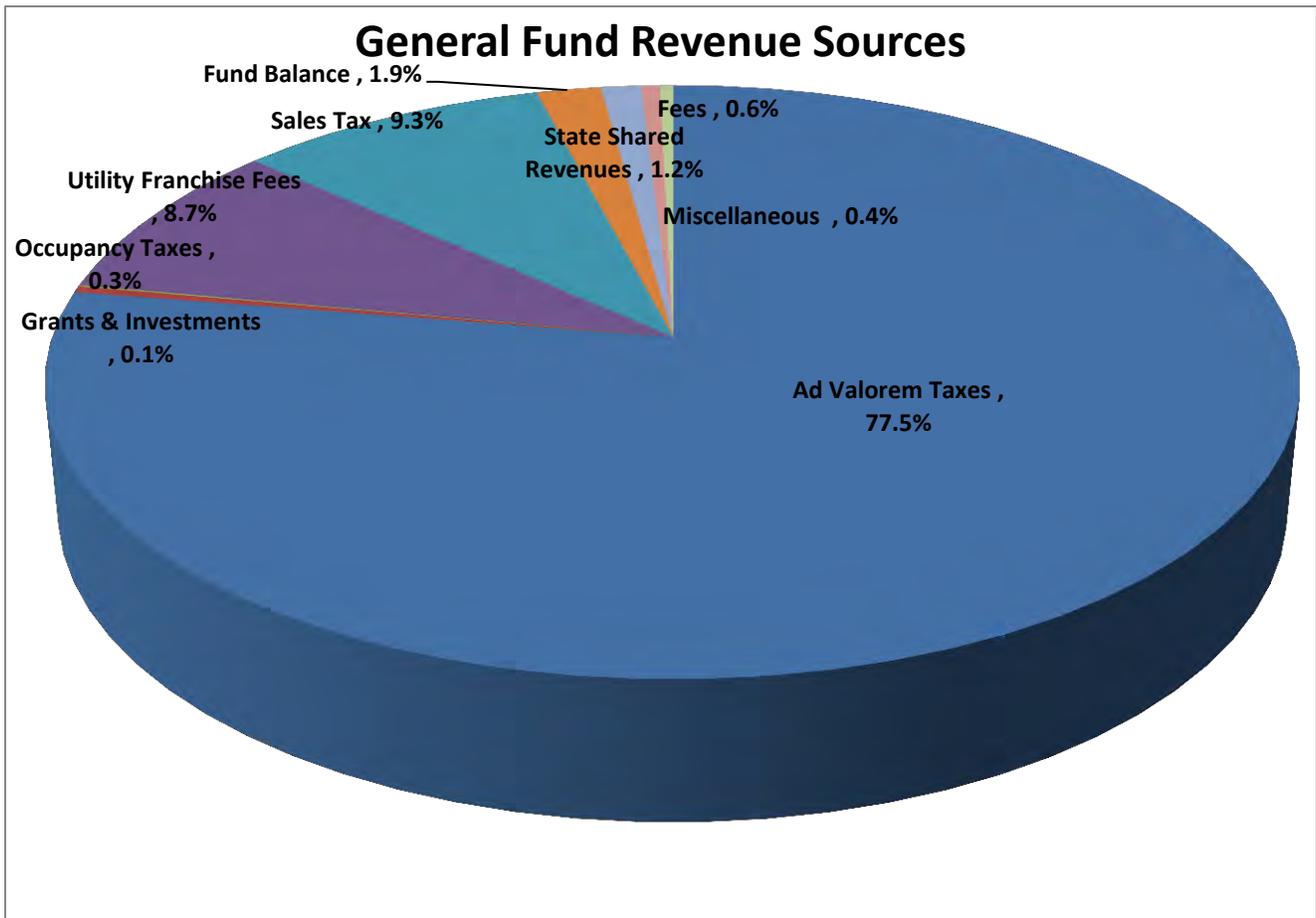
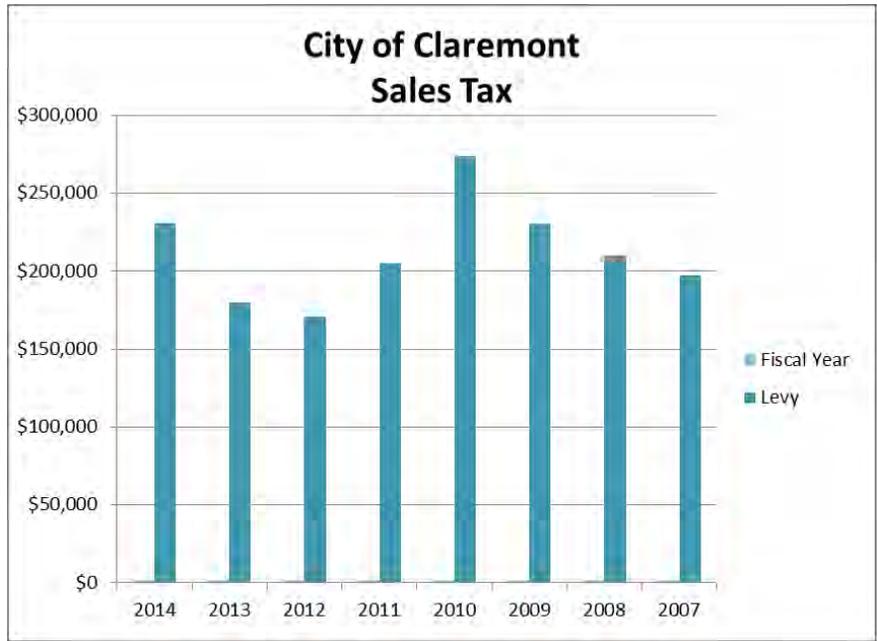
- ✓ Improve staff opportunities for professional development
- ✓ Launch of a mobile application called See Click Fix
- ✓ Expand planning services
- ✓ Replace two patrol cars in the Police Department
- ✓ Increase funding to support growth in the business park both current park and Phase II
- ✓ Increase the marketing of Claremont through various economic channels to help diversify the tax base
- ✓ Begin a Master Plan process for City Parks
- ✓ Begin the transition to radio read water meters with all residential accounts

General Fund Revenue Highlights

The FY 2014 Manager's Recommended Budget proposes a continuation of the \$0.46 tax rate per \$100 of assessed valuation for the eighth year in a row. Ad valorem taxes remain the City's largest revenue source, providing more than 77% of the City's annual operating budget. As the chart depicts, the City's tax levy has begun to rebound as result of the growth in personal and business property as our businesses begin to recover and expand operations. This trend can be seen statewide as the economy crawls its way back from the depths of the 2008 recession. The City and the region are far from rebounding job numbers from pre 2008 however the unemployment rate continues to slowly tick down.

Manager's Message

Other revenues such as Sales Tax and State Shared Revenues while expected to be lower than 2010 levels are forecasted to have a higher than anticipated return as these distributions are based on the City's population and consumer spending. As housing units fill and development increases the population has risen to an estimated 1,356. The Utility Franchise Tax distribution is also expected to rise in FY 2014 as utility rates increase and utility companies begin to invest in the Claremont system. This is also coupled with a decrease in commercial vacancy rates and new business in the City. All General fund fees and rates are proposed to remain flat for this fiscal year as well.



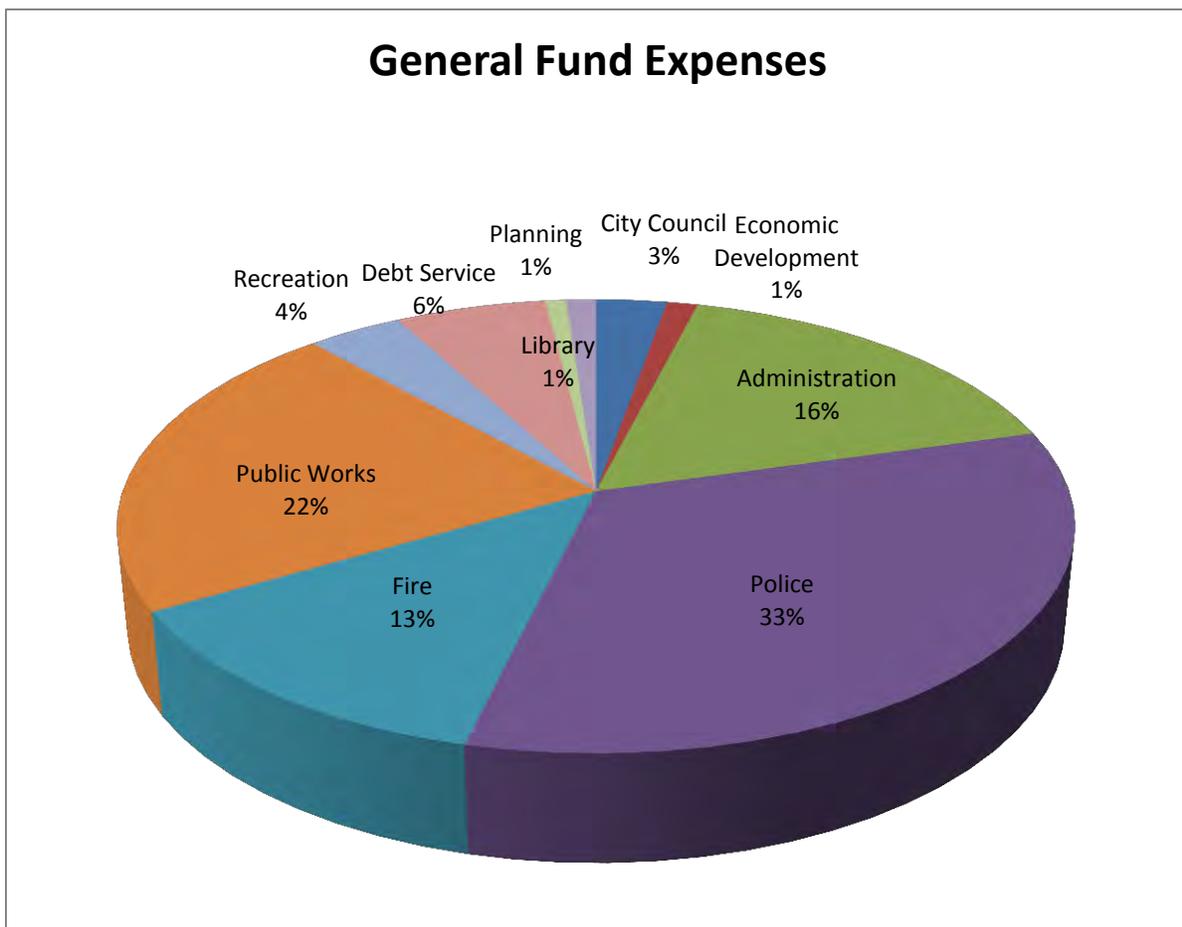
Manager's Message

Overall, the City has seen changes in our revenue streams, however through careful planning and ensuring a diverse tax base the City has been able to successfully navigate these fluctuations. Our strong fund balance has also ensured a stable tax rate as the City has leaned on its savings to ensure stability for our Citizens and Businesses'. It has also been common practice for the City to only use the need allocation of the appropriated fund balance to continue its strong position. In order to remain stable year after year the proposed budget uses \$48,000 of the Fund Balance. In doing so this budget becomes more in line with a true balanced state. This overall reduction coupled with the conservative forecast for revenues will help build our fund balance to allow the City to ride out future down turns and to handle future capital and infrastructure needs.

General Fund Expenditure Highlights

In an effort to ensure public participation in City functions the City will be launching a new mobile application called See Click Fix. This new application will allow Citizens to interact with the City for issues and concerns and allow the City to communicate more effectively. The City will also begin a Master Plan process for the City Park and will rely heavily on citizen input for this process. These initiatives are a part of the cities strive to include you as a citizen as valued stakeholder in how the City operates and plans for the future.

In order to deliver services to the Community the City relies solely on the shoulders of the City Staff. These employees have a strong commitment to customer service and professionalism. This budget does look to provide merit based raises as in 2012. These raises will be based on



Manager's Message

annual evaluations. The City is also focused on increasing professional development through new managerial and teamwork trainings incorporating all staff. Another key feature this year will be some expanded funds for real world trainings through acquired structure for police and fire training, along with some new training props to allow continued reinforcement of essential roles.

Other changes in spending include budgeting for the rising cost of operations that are unfortunately beyond the control of the City. These items include the rising fuel prices, increases in insurance rates, power costs, mainly in the delivery of street lighting. Operationally while costs are on the rise to do business the City has evaluated our contracted services and reduced in some areas and expanded in others for the same or less cost. However, overall operation costs for the City have been contained to a 2.8% growth as compared to last year even given these outside rate increases.

The City has not taken on any additional debt during the current year nor does it propose to do so in Fiscal Year 2014. Rather the City paid off two of the three outstanding loan balances early for net savings of \$9,000 in interest payments to the General Fund in the FY 12 budget. In doing so the City has been able to take on larger capital needs in the five year capital improvement plan. This plan takes a holistic approach to evaluating future needs of the City and allows us to budget out costs over a five-year plan, rather than on a year to year basis.

Overall, the expenses are up from last year, however the overall budget is more in line with years prior as the economy rebounds and local growth occurs. The City has also maintained our regional partnerships to ensure that we are providing and securing the most cost effective means of service to the City. We have also kept our commitment to economic development to ensure a diverse and stable tax base and business community.

Water & Sewer Fund

Historically the water and sewer fund rates have not truly offset the expenses of the system. The City Council has taken a proactive approach over the past four years to make this fund self-sufficient. Currently this is the third fiscal year that the General Fund has not helped fund the Water and Sewer Fund. In response to added pressure from State regulations, system maintenance, increases in operational costs, and taking on capital expenses the Water and Sewer system rates are proposed to increase in FY 14 by 3%. This rate increase upon its onset was formulated to allow for capital spending through a reinvestment in the City's system thru the deployment of automatic radio read meters for all customers. This will be a two year project with FY 14 focusing on residential meters and FY 15 for commercial meters. The rate increase also accounts for increases in the operations contracts of the City's Sewer system. One key feature of the system meter upgrades is the ability for total revenue capture with new metering technology and the expanded information provided by the meters. This new information will assist with leak detection and water conservation. The City also remains focusing on the need to expand its sewer infrastructure, it will become likely that some additional debt will be taken on in the coming fiscal year to cover this initiative. However at this point staff remains committed to keeping rates as competitive as possible.

In the coming year the water and sewer fund will be replacing an aging mower, removing roots in the sewer lines, replacing pumps in the pump stations, adding an outfall maintenance vehicle

Manager's Message

and continue engineering for solutions to tackle an aging sewer plant and increase the systems sewer capacity

Conclusion

The City of Claremont remains in a strong financial shape and stays committed to ensuring long-term success. The City will continue to look for ways to cut expenses and explore new revenue streams, while keeping the costs to the citizens and businesses as low as possible. This budget represents the most comprehensive annually updated financial guide for the services provided to the citizens of Claremont. However, the budget process does not conclude with the approval of this document. It is not placed on a shelf and merely opened once a year during budget season. The Budget is a constantly evolving document that is examined throughout the year and carefully managed by the City staff and serves as a gateway to keep the citizens informed. City Management recognizes and thanks the Staff, Department Heads, City Council and citizens who participated in the budget process and looks forward to another successful year for the City of Claremont.

Respectfully submitted,

Doug Barrick

Doug Barrick
City Manager

Stephanie Corn

Stephanie Corn
Finance Officer

City Information

Incorporated 1893

Settlers came to the part of Catawba County known now as Claremont in the early 1800s. It has been reported that the land sold for fifty cents an acre. The area became a settlement in 1801.



The Settlement was first called "Charlotte Crossing". The Federal Post Office Department did not approve of the similarity with the Town of Charlotte, so the village's name was shortened to just "Crossing". Some people called the village "Setzer's Depot". The Southern Railroad urged the people of the village to give their village a name.

The men agreed and took the name of "Clare" and added, "mount" to it. The "mount" was added because the village from the old Catawba Road side looked high as a mountain. On August 8, 1892 the town was officially called Claremont and listed this way by the United States Post Office Department and also by Southern Railroad.

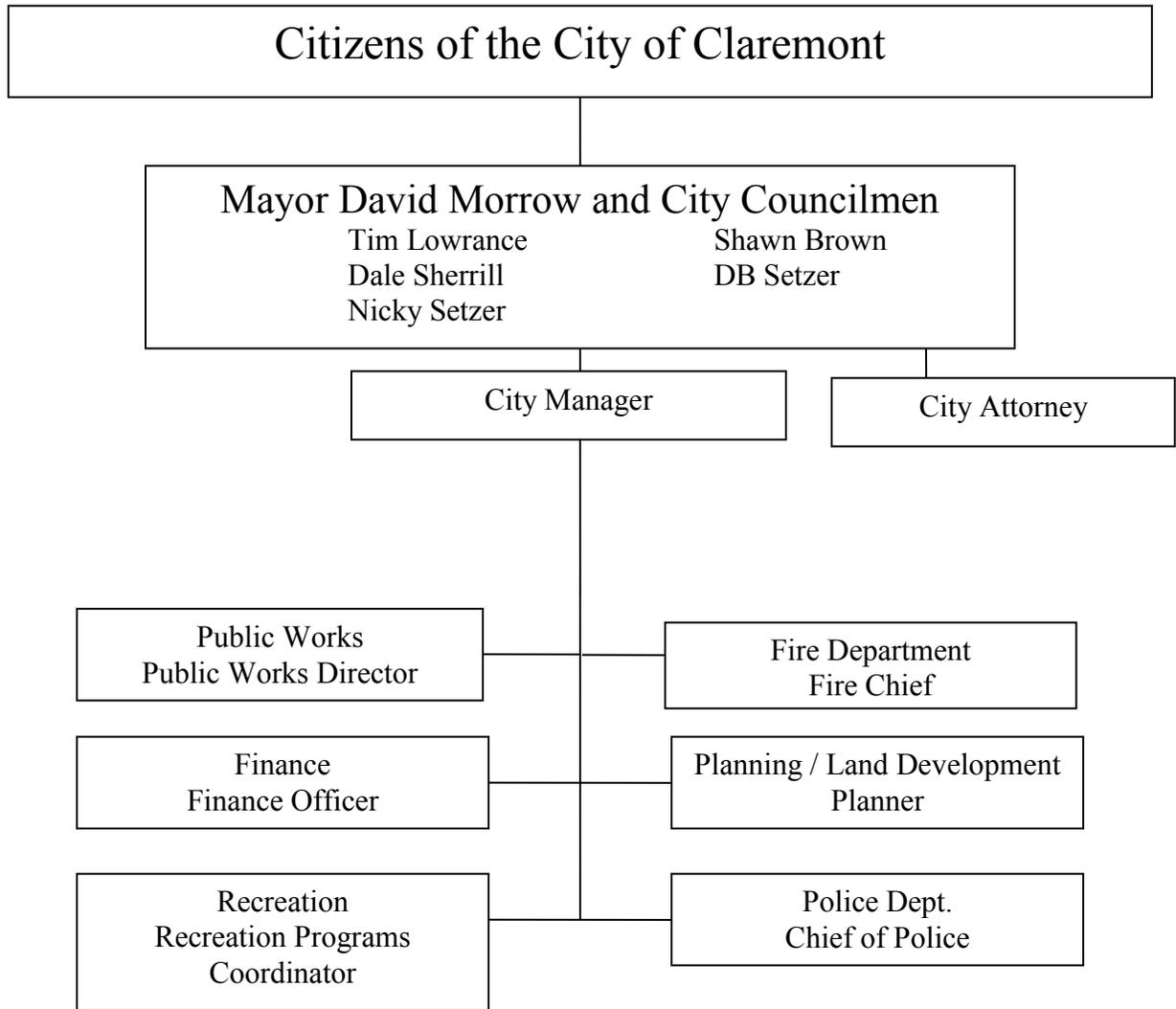
Today, Claremont is a highly diverse community with three public parks, a wide variety of housing opportunities, retail and office buildings and a multinational industrial park. The City has one interchange on Interstate 40, and is transected by US Highway 70, and a main branch of Norfolk Southern rail line giving the city multiple transportation outlets.

The corporate limits of Claremont currently encompass 2.6 square miles with a total planning jurisdiction of 6.8 square miles. In 2010, the City had a growing population of 1,352 residents. The City operates under the Council- Manager form of government. The City Manager oversees the daily operations of the City under the policy direction of a Mayor and five Councilmen who are elected to serve four-year terms.



Appointed citizen boards, Planning Board, the Appearance Committee, the Recreation Committee, the Youth Council, and the Friends of the Library, assist the City Council in formulating policies for the future governance of the City.

City of Claremont Organizational Chart



Citizen's Budget Guide

State law defines an annual budget as “a proposed *plan* for raising and spending money for specified programs, functions, activities or objectives during a fiscal year.”

While this definition may seem simple, budgets usually contain a considerable amount of detailed information. The fact remains, however, that a budget exists as the single most comprehensive annually updated financial guide for the services provided to the citizens of a community.

Understanding how a budget is created and adopted and recognizing the key components of the budget document itself is paramount to a citizen's understanding of the local government's goals and objectives. The purpose of this guide is to provide you, the citizen, with that information.

MUNICIPAL BUDGETS IN NORTH CAROLINA

The City of Claremont, like all local governments throughout North Carolina, prepares, adopts, and administers its budget in accordance with the Local Government Budget and Fiscal Control Act (LGBFCA).

This Act establishes responsibilities in the adoption of the budget and most importantly, requires that the budget be *balanced*. In other words, the estimated revenues must equal the proposed spending.

North Carolina local governments operate under a July 1 - June 30 fiscal year. A budget must be adopted by June 30th of each year, or interim provisions must occur.

The spending for the coming year is authorized through the City Council adoption of a *budget ordinance*. This action authorizes the spending, assures that the budget is balanced, levies the property tax for that budget year, and formally authorizes an annual fee schedule. Under North Carolina law, local property taxes may not be changed at any point in the year once adopted without input from the State government.

By law, each year, a public hearing is held by the City Council to receive comments from citizens and taxpayers on the recommended budget. That hearing is usually held after the City Manager formally presents his recommended budget to the governing body. Throughout the budget review period, copies of the recommended budget are kept on file for public review in the City Finance Officer's office and with the City Clerk and available on the Cities website.

This document contains a wealth of information regarding the City and its fiscal priorities for the year. The Manager's Budget Message outlines in narrative form the Cities mission for the year and how necessary funding levels have changed from the previous year. The remaining sections outline in detail the amounts of revenues and expenditures anticipated for the following year.

City staff also maintains a five-year capital plan, which expresses a long-term vision of the City's priorities and funding requirements necessitated by those needs as outlined by the City Council.

We urge you to take the time to review this budget.

If you have questions, please call:

**Doug Barrick, City Manager
Or
Stephanie Corn, Finance Officer
At
828-466-7255**

BUDGET FORMAT

The accounts of the City of Claremont are organized on the basis of funds of which each is considered a separate accounting entity. Government resources are allocated in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. This segregation of revenues and costs allows close monitoring of attributable accounts to provide insurability that certain funds are self-supporting and that revenues which are required by law for specific purposes are identifiable. The City of Claremont's Operating Budget consists of three primary funds: General Fund, Utility Enterprise Fund and Powell Bill Fund.

- **General Fund** City Council, Administration, Library, Planning & Zoning, Police, Fire, Public Works, Recreation Transfers, and Debt Service, are all funded through the General Fund.
- **Water & Sewer Fund** All water and waste water operations, maintenance, and capital improvements are funded through this fund which is also known as an "Enterprise Fund". The Fund has been managed since 2009 under a contract with the City of Hickory for collections and distribution operations, while the City of Claremont handles all maintenance, billing and system expansion.
- **Powell Bill Fund** By NC Statute, the City also uses a separate annually budgeted special revenue fund to account for state distributions of the gasoline tax

and any expenses deemed eligible by the State to be paid from such revenues.

REVENUES

Revenues are shown by sources and by funds. Revenue projections can be made more accurately when revenues are segregated by source and controlled accordingly.

The major revenues by source are as follows:

- **Ad Valorem Taxes**

Also known as property taxes, these include the collection of current year as well as prior year levies and potentially interest and penalties on delinquent taxes. Property subject to ad valorem taxes include real property, vehicles, business personal property (equipment, lease upgrades, and fixtures), and certain personal property such as watercraft (boat and jet skis). Property owners are required to list property annually with the Catawba County Tax Assessor's Office. Some nonprofit organizations, such as religious groups may not be subject to such property taxes; additional information regarding exemptions may be obtained from the Catawba County Tax Assessor's Office.
- **Unrestricted Intergovernmental**

NC General Statutes allow the City to receive revenue from additional Federal, state, and local agencies which may be used for any general fund expenditure including the Utility Franchise Tax, Beer and Wine Tax, and Local Option Sales Tax. The distribution basis for these revenues can be found in the Revenue Assumptions section of this budget document. The City relies upon the state for these distributions which generally occur quarterly (Beer and Wine Tax distribution occurs in a single annual payment).
- **Restricted Intergovernmental**

This revenue type consists of both taxes and fees which are collected by other federal, state, and local governmental units and passed along to Claremont. These revenues are restricted to

be spent exclusively for specific purposes. Examples of restricted intergovernmental revenues include specific federal public safety grants, specific PARTF state parks and recreation grants, and occupancy Tax.

- **Permits and Fees**

Permit and fee revenue is derived from charges in return for specific services rendered included in the schedule of fees. Other such permits and fees include planning and zoning fees, parks fees and white good pickups. Civil penalties, such as parking, moving violations, and nuisances are also accounted for within permit and fee revenue.
- **Sales**

Revenue received from the sale of property or other merchandise comprises this category of revenue. This revenue stream is non-cyclical and infrequent in nature. Examples include sale of surplus equipment.
- **Investment Earnings**

Revenue derived from the investment of idle cash results in investment earnings. For clarity purposes, the City segregates interest received on unrestricted revenue from certain restricted revenue sources.
- **Miscellaneous**

Miscellaneous revenues include nonrecurring and minor revenue sources such as refunds affecting prior year expenses, gas tax refunds, nonsufficient funds fees.
- **Debt Issued**

While separate capital project ordinances are used to account for debt issued to construct capital assets for construction periods exceeding one year, the annually budgeted general fund is also subject to issuing debt.
- **Appropriated Fund Balance**

Fund balance is the amount available to appropriate from the previous year-end revenues exceeding budgeted expenditures or prior year revenues exceeding expenditures. As with investment earnings, certain restricted revenues are indicated separately from the overall general fund appropriated fund balance.

EXPENDITURES

Expenditures are shown in the budget classified by funds from which they are paid, by departments spending the money, by the functions for which the expenditures are made and by the object of expenditures which provides greater detail for controlling expenditures. Funds are appropriated at adequate levels in order to maintain or improve the quality and the level of service that has been provided historically.

The major expenditures by function are shown as follows:

- City Council
- Administration
- Library
- Planning & Zoning
- Police
- Fire
- Public Works
- Recreation
- Debt Service

- The Cities' Enterprise operation of the Utility Enterprise Fund is maintained in its own fund and department.

- The City also uses a separate annually budgeted special revenue fund to account for state distributions of gasoline tax.

- Expenditures by object are divided into five major categories - personnel services, operating expenditures, transfers to other funds, debt service and capital outlays.

These categories are summarized below:

- **Personnel Services** Expenses which can be directly attributed to the individual employee. These expenses include salaries, insurance benefits, retirement, 401k, and FICA. The costs of such expenditures have been budgeted within each operating department to give a more accurate cost of departmental operations.

- **Operating Expenses** Costs other than personnel and capital outlay that are required for the operations of the City. Operational line item expenditures are directly affected by inflationary trends, increased service demands and enforcement of

government regulations. Examples of operating expenses include departmental supplies, motor fuels, utilities, and equipment or vehicle maintenance. Operating expenses also include contracts with outside agencies.

- **Transfers**

The general fund budget may require that money be set aside to be used at a future date or used in conjunction with additional capital sources. The City currently operates a capital reserve fund to provide for future capital needs.

- **Debt Service**

North Carolina General Statutes also require that provisions be made to meet annual payments on debt issued within prior years and commitments of the current year's budget.

- **Capital Outlay**

Capital outlay includes expenditures for the purchase of land, construction of buildings, vehicles, equipment, fixtures and other infrastructure (including roads, sidewalks, greenway and public easements) which are too permanent in nature to be considered expendable at the time of purchase. The capital items should have a value of \$5,000 or more with an expendable life of more than one year. Budgeting of capital equipment and capital improvements over \$50,000 will be addressed separately in accordance with the City's Capital Improvement Program and contingent on availability of funds. Frequently, grant funded items are also budgeted within capital accounts.

THE BUDGET PROCESS

The annual budget is the single most important document presented to the City Council. The annual budget ordinance sets the tax rate to be levied upon property for the year and describes how such taxes and other revenues will be spent. The budget is primarily intended to establish policy direction but it also serves the citizens by providing an understanding of the City's operating fiscal programs. It reflects the City's commitment to maintain necessary services, improving quality of service and keeping the impact of taxes to the citizens at a reasonable level.

The City operates under an annual budget ordinance adopted in accordance with the provisions of the Local Government Budget and Fiscal Control Act (LGBFCA). The budget ordinance is the legal basis of the budgetary accounting system and the standard by which proposed

expenditures are measured. The balanced budget ordinance is adopted annually prior to the beginning of the fiscal year. The ordinance is subjected to public inspection and a public hearing prior to adoption. The budget is considered balanced when estimated net revenues equal appropriations. Changes to the budget ordinance (increases or decreases) occur only by formal Council action and cannot affect the tax rate once adopted.

Government-wide financial statements are produced at year-end using the economic resources measurement focus and reported using the accrual basis of accounting. However, the annual budget is adopted on a departmental basis and is prepared using the modified accrual method of accounting for all funds. This accounting approach recognizes revenues when they become measurable and expenditures at the time the liability is incurred. All monies received and expended must be included in the budget ordinance. Departmental appropriations that have not been expended by the end of the fiscal year lapse.

The City adheres to generally accepted accounting principles (GAAP) including implementation of accounting standard GASB #34. Under GAAP, the Town's annual financial statements present three components: government-wide financial statements, fund financial statements and notes to the financial statements. A thorough understanding of the financial condition of the City requires consideration of not only the annual budget, but also the yearly financial statements, which describe the actual results of the year, including budget verses actual data within those financial statements.

The City Manager is authorized to transfer budgeted amounts within the departments. However, General Statutes require Council notification and record in minutes to transfer from one department to another. Also, any revisions that alter total expenditures must be approved by the City Council through legislative action. All budget amendments must be reported in a public meeting of the City Council and made a matter of record in the minutes as required by North Carolina General Statutes.

The preparation of the budget not only requires structured guidelines but also the participation and cooperation of many participants and a carefully scheduled series of events. The following summarized budget cycle is followed by the City in the formulation of the budget.

- **Formulate Historical Data** During the first phase of the budget process the accumulation of past financial information is prepared by staff. The data concerning expenditures is used by department heads and management for performance evaluation and projection of resources required to meet departmental objectives.
- **Preparation of Departmental Request** Estimating departmental expenditures is the primary responsibility of the department head. When budgeting expenditures, the basic requirements are to request sufficient funding to adequately operate the department and to request funding at the lowest reasonable level in order to achieve the departmental

goals and objectives. City Staff is also directed to request funding of new goals to be considered by City Management and the City Council for inclusion in the upcoming budget cycle.

- **Consolidate Preliminary Budget**

The departmental requests are submitted to the City Manager in order to consolidate the individual departmental requests and the revenue projections into an overall budget. At this point the focus of attention shifts from the departmental basis to the fund basis. Departmental requests are analyzed and the formal budget review begins.

- **Evaluate Service Priorities and Objectives**

The evaluation of service priorities and objectives is an important step in developing a fiscal plan which will achieve the City's program of service for the ensuing year. The budget document aligns the service priorities of the Citizens of Claremont through the City Council. The service needs of the community are determined through public hearings and feedback through the City Council and Staff. A comprehensive review of service needs compared to departmental goals and objectives is analyzed by the City Manager and departmental staff.

- **Balanced Proposed Budget**

After the City's program of service priorities have been established, a funding plan must be formulated which ultimately must balance revenue sources and expenditure objectives. Through careful assessment of funding requirements and financing elements, a proposed budget document is organized into final format and submitted to the City Council in the form of the Manager's Recommended Budget for the year. In compliance with North Carolina General Statutes, such presentation occurs prior to June 1.

- **Legislative Review**

The City Council reviews the budget thoroughly, department by department, with the City Manager and his staff during budget work sessions. Departmental requests and proposed revenue sources are reviewed by the City Council at this time to ensure their adherence to the Council and Citizens' goals and objectives. A copy of the proposed budget with recommended legislative changes is filed with the City Clerk and electronically via internet for public inspection and a public hearing is scheduled

prior to the formal adoption of the budget.

- **Budget Adoption**

The adoption of the annual operating budget is the culmination of exhaustive reviews of budget proposals by Department Heads, Administration, and the City Council. Adoption of the budget by the City Council establishes the legal authority to incur expenditures in the ensuing fiscal year. The budget adoption process typically spans a seven to eight month process, and must be adopted by June 30 unless interim provisions are made.



*City of Claremont
Budget Calendar
For Fiscal Year 2013-2014*

| Date | Description |
|------------------------|--|
| January 7, 2013 | City Council receives Budget calendar |
| January 14, 2013 | Department heads submit CIP requests |
| February 4, 2013 | Department heads submit proposed FY 13 goals |
| February 6, 2013 | Department head meeting to review/revise goals |
| February 18, 2013 | Manager finalizes Recommended CIP |
| February 20, 2013 | Departments submit line item budget requests to Finance Director |
| February 20, 2013 | Finance Officer submits revenue estimates |
| March 2, 2013 | Council, Manager, and Staff workshop to discuss FY 2013 Budget, Goals and CIP |
| March 4-8, 2013 | Manager and departments hold budget meetings |
| April 19, 2013 | Staff finalizes, prints and prepares budget for distribution |
| May 6, 2013 | Manager submits recommended FY 2013 Budget to Council and Citizens |
| May 13-24, 2013 | Additional budget workshops, if needed |
| June 3, 2013 | Public Hearing on FY 13 Budget & City Council adopts budget |

Bold = Council Action

General Fund Expenditure Summary

| City Council | | | | | | |
|---------------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$51,659 | \$16,113 | \$12,146 | \$10,670 | -\$1,476 | -12.2% |
| Operating | \$136,912 | \$59,050 | \$60,000 | \$58,300 | -\$1,700 | -2.8% |
| Total | \$188,571 | \$75,163 | \$72,146 | \$68,970 | -\$3,176 | -4.4% |

| Administration | | | | | | |
|-----------------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$208,380 | \$211,154 | \$232,802 | \$245,625 | \$12,823 | 5.5% |
| Operating | \$167,200 | \$166,650 | \$164,923 | \$181,074 | \$16,151 | 9.8% |
| Capital | \$0 | \$0 | \$0 | \$25,500 | \$25,500 | 0.0% |
| Total | \$375,580 | \$377,804 | \$397,725 | \$452,199 | \$54,474 | 13.7% |

| Library | | | | | | |
|----------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Operating | \$22,668 | \$21,080 | \$21,055 | \$20,300 | -\$755 | -3.6% |
| Total | \$22,668 | \$21,080 | \$21,055 | \$20,300 | -\$755 | -3.6% |

| Planning | | | | | | |
|-----------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Operating | \$26,800 | \$29,250 | \$28,700 | \$29,150 | \$450 | 1.6% |
| Total | \$26,800 | \$29,250 | \$28,700 | \$29,150 | \$450 | 1.6% |

| Police | | | | | | |
|---------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$552,378 | \$546,369 | \$554,198 | \$562,105 | \$7,907 | 1.4% |
| Operating | \$139,250 | \$145,750 | \$149,200 | \$164,200 | \$15,000 | 10.1% |
| Capital | \$76,000 | \$77,000 | \$68,800 | \$98,974 | \$30,174 | 43.9% |
| Total | \$767,628 | \$769,119 | \$772,198 | \$825,279 | \$53,081 | 6.9% |

| Fire | | | | | | |
|--------------|------------------------|------------------------|------------------------|--------------------------|-----------------------------------|-------------------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$166,039 | \$160,910 | \$136,930 | \$147,874 | \$10,944 | 8.0% |
| Operating | \$134,080 | \$141,473 | \$161,196 | \$153,520 | -\$7,676 | -4.8% |
| Capital | \$13,000 | \$6,900 | \$40,000 | \$16,875 | -\$23,125 | -57.8% |
| Total | \$313,119 | \$309,283 | \$338,126 | \$318,269 | -\$19,857 | -5.9% |

General Fund Expenditure Summary

| Public Works | | | | | | |
|--------------|------------------|------------------|------------------|------------------|---------------------------|-----------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$269,645 | \$263,305 | \$279,828 | \$296,861 | \$17,033 | 6.1% |
| Operating | \$240,900 | \$241,900 | \$239,250 | \$239,780 | \$530 | 0.2% |
| Capital | \$37,825 | \$5,000 | \$5,000 | \$5,000 | \$0 | 0.0% |
| Total | \$548,370 | \$510,205 | \$524,078 | \$541,641 | \$17,563 | 3.4% |

| Recreation | | | | | | |
|--------------|-----------------|-----------------|-----------------|------------------|---------------------------|-----------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$0 | \$10,000 | \$10,450 | \$13,000 | \$2,550 | 24.4% |
| Operating | \$68,723 | \$57,560 | \$59,500 | \$62,250 | \$2,750 | 4.6% |
| Capital | \$0 | \$0 | \$0 | \$18,000 | | |
| Total | \$68,723 | \$67,560 | \$69,950 | \$93,250 | \$23,300 | 33.3% |

| Debt Service | | | | | | |
|--------------|------------------|------------------|------------------|------------------|---------------------------|-----------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Operating | \$366,041 | \$354,893 | \$147,521 | \$147,520 | -\$1 | 0.0% |
| Total | \$366,041 | \$354,893 | \$147,521 | \$147,520 | -\$1 | 0.0% |

| General Fund Totals | | | | | | |
|---------------------|--------------------|--------------------|--------------------|--------------------|---------------------------|-----------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | 2014 Budget Difference | Percent Difference |
| Personnel | \$1,248,101 | \$1,207,851 | \$1,226,354 | \$1,276,135 | \$49,781 | 4.1% |
| Operating | \$1,248,101 | \$862,713 | \$883,824 | \$908,574 | \$24,750 | 2.8% |
| Capital | \$126,825 | \$88,900 | \$113,800 | \$164,349 | \$50,549 | 44.4% |
| Debt | \$366,041 | \$354,893 | \$147,521 | \$147,520 | -\$1 | 0.0% |
| Total | \$2,989,068 | \$2,514,357 | \$2,371,499 | \$2,496,578 | \$125,079 | 5.3% |

| | |
|---------------------|-------------------|
| 2,496,578.00 | Revenue |
| 2,496,578.00 | Expense |
| 0.00 | Difference |

**Revenue
General Fund
Fund 10**

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY 14 vs FY13 | Percent Change |
|-----------|---------------------------|--------------------|--------------------|--------------------|--------------------|------------------|----------------|
| 3010-2005 | 2005 Property Taxes | \$100 | \$100 | \$0 | \$0 | \$0 | 0.0% |
| 3010-2006 | 2006 Property Taxes | \$100 | \$200 | \$100 | \$0 | -\$100 | -100.0% |
| 3010-2007 | 2007 Property Taxes | \$500 | \$300 | \$200 | \$100 | -\$100 | -50.0% |
| 3010-2008 | 2008 Property Taxes | \$500 | \$500 | \$300 | \$200 | -\$100 | -33.3% |
| 3010-2009 | 2009 Property Taxes | \$9,500 | \$3,000 | \$500 | \$300 | -\$200 | -40.0% |
| 3010-2010 | 2010 Property Taxes | \$1,555,000 | \$13,500 | \$2,000 | \$500 | -\$1,500 | -75.0% |
| 3010-2011 | 2011 Property Taxes | \$0 | \$1,638,339 | \$5,000 | \$3,000 | -\$2,000 | -40.0% |
| 3010-2012 | 2012 Property Taxes | \$0 | \$0 | \$1,654,920 | \$8,500 | -\$1,646,420 | -99.5% |
| 3010-2013 | 2013 Property Taxes | \$0 | \$0 | \$1,654,920 | \$1,688,542 | \$33,622 | 2.0% |
| 3170-0000 | Tax Penalties | \$1,300 | \$1,800 | \$1,200 | \$3,000 | \$1,800 | 150.0% |
| 3200-0000 | Occupancy Tax | \$15,000 | \$15,000 | \$8,500 | \$8,500 | \$0 | 0.0% |
| 3280-0000 | Cable Franchise Fees | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 3290-0000 | Investment Earnings | \$8,000 | \$3,000 | \$3,000 | \$2,000 | -\$1,000 | -33.3% |
| 3329-0000 | State Hold Harmless | \$90,000 | \$95,000 | \$5,000 | \$0 | -\$5,000 | -100.0% |
| 3350-0000 | Miscellaneous Revenues | \$1,800 | \$1,800 | \$2,000 | \$3,000 | \$1,000 | 50.0% |
| 3350-0100 | Youth Council | \$0 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 3360-0200 | Claremont Day | \$9,000 | \$9,000 | \$9,500 | \$9,500 | \$0 | 0.0% |
| 3360-0202 | Christmas Parade | \$1,500 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 3360-0300 | Senior Citizen Programs | \$1,800 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 3370-0000 | Utility Franchise Tax | \$170,000 | \$175,000 | \$180,000 | \$210,000 | \$30,000 | 16.7% |
| 3380-0000 | Natural Gas Tax | \$11,000 | \$5,000 | \$7,000 | \$7,000 | \$0 | 0.0% |
| 3400-000 | Video Tax | \$0 | \$22,000 | \$24,000 | \$25,000 | \$1,000 | 4.2% |
| 3410-0000 | Beer & Wine Tax | \$0 | \$1,000 | \$1,000 | \$3,000 | \$2,000 | 200.0% |
| 3450-0000 | Local Option Sales Tax 39 | \$120,000 | \$95,000 | \$112,000 | \$120,000 | \$8,000 | 7.1% |
| 3450-0099 | City Hold Harmless Sales | \$0 | \$0 | \$0 | \$30,000 | \$30,000 | 28000.0% |
| 3451-0000 | Local Option Sales Tax 40 | \$35,000 | \$35,500 | \$38,000 | \$40,000 | \$2,000 | 5.3% |
| 3452-0000 | Local Option Sales Tax 42 | \$34,000 | \$40,000 | \$42,000 | \$45,000 | \$3,000 | 7.1% |
| 3453-0000 | Local Option Sales Tax 44 | \$16,000 | \$0 | \$0 | \$100 | \$100 | 100.0% |
| 3456-0000 | Solid Waste Disposal Tax | \$0 | \$500 | \$650 | \$700 | \$50 | 7.7% |
| 3483-0000 | Economic Development Fees | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 3510-0000 | Arrest Fees | \$1,500 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 3580-0000 | Mutual Aid Fees | \$2,400 | \$2,400 | \$0 | \$0 | \$0 | 0.0% |
| 3590-0100 | Refuse Collection | \$1,000 | \$1,000 | \$500 | \$500 | \$0 | 0.0% |
| 3830-0000 | Surplus Property Sales | \$1,500 | \$3,000 | \$6,000 | \$6,000 | \$0 | 0.0% |
| 3850-0100 | Refund Insurance Proceeds | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 3930-0000 | Fire District Fees | \$221,056 | \$224,743 | \$227,230 | \$228,236 | \$1,006 | 0.4% |
| 3360-0203 | Veterans Memorial | \$0 | \$400 | \$400 | \$400 | \$0 | 0.0% |
| 3990-0000 | Appropriated Fund Balance | \$224,776 | \$120,775 | \$35,000 | \$48,000 | \$13,000 | 37.1% |
| | Totals | \$2,533,332 | \$2,513,357 | \$2,371,500 | \$2,496,578 | \$125,078 | 5.3% |

Consider Connecting with Claremont

We've Already Considered You.

WWW.CITYOFCLAREMONT.ORG

Check Out The City of Claremont's New Website

•More Content •Timely Updates •Informative •Events Calendar

Please check out the Citizen's Voice! It's another way for Citizens to communicate with the City.



Claremont
1893

"A progressive city dedicated to preserving small town values while planning for the future."





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March 2013

| | | | | | | |
|----|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 24 | 25 | 26 | 27 | 28 | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |

Welcome to the City of Claremont, North Carolina!

Situated in the beautiful rolling hills of western North Carolina, Claremont is a progressive City dedicated to preserving small town values while planning for the future. Our City offers excellent recreational opportunities, shopping, dining, and a full service international industrial park. You will find out that Claremont is a great place to live, work and play.

Thank you for visiting the City of Claremont website. It is truly exciting to be a part of our community. The City of Claremont is proud to provide these excellent and cost effective services—police, fire, rescue, garbage, water & sewer, street maintenance, recreation, and beautification. We strive hard to provide long term financial stability through local, regional and state partnerships. Claremont has been fortunate to see economic growth and is blessed with large and small business that provide a good tax base for our city. We are grateful for the many citizens that volunteer and participate in the various city functions and we encourage others to get involved. You are invited to be a part of our family and we welcome any questions you may have regarding our city.

Greetings from Mayor David Morrow!





James "PJ" Stanley
(1950-2011)



In honor of P.J. Stanley the City of Claremont has created a P.J. Stanley Memorial Scholarship Fund. The Scholarship fund provides tuition assistance to graduating high school students and community college students pursuing careers in the Police, EMS, Rescue and Fire fields at either Catawba Valley Community College or Mitchell Community College. [CLICK FOR MORE INFO](#)

Keep up with what's taking place in Claremont. Sign up for City emails.

*To unsubscribe please enter your first & last name and email address and press unsubscribe.

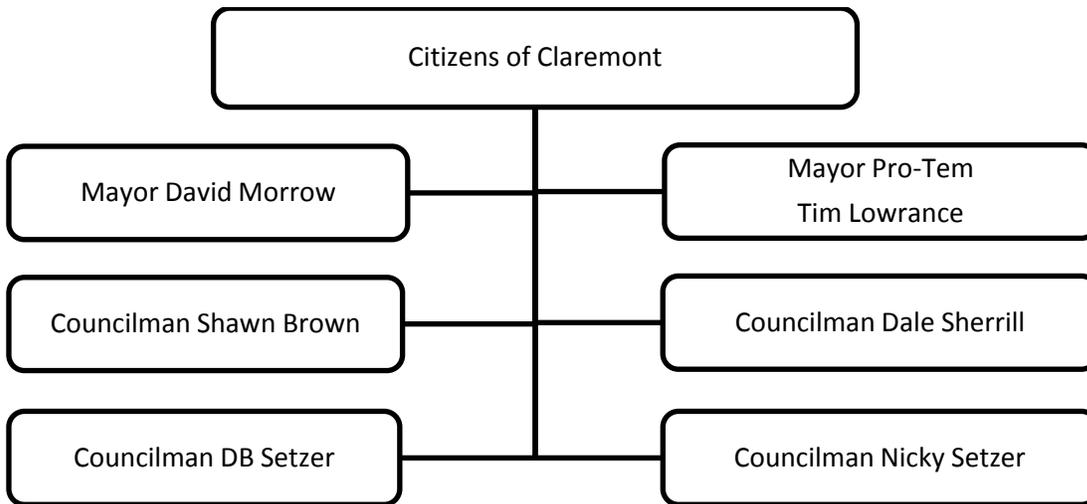
First Name:

Last Name:

Email:

WWW.CITYOFCLAREMONT.ORG

City Council



Description

The City Council serves as the board of directors for the City of Claremont and adopts ordinances, rules, and regulations as may be necessary or appropriate to protect the health, life, or property, or to preserve or promote the comfort, convenience, security, better government, or general welfare of the City and its residents and merchants.

Mission

A progressive city dedicated to preserving small town values while planning for the future.

City Council Core Values:

- ✓ Effective local, regional and state partnerships
- ✓ Excellent and cost effective services including police, fire, rescue, and public works.
- ✓ Long term financial stability
- ✓ Planned growth and economic development
- ✓ Fiscal accountability
- ✓ Leisure and cultural activities
- ✓ Environmentally sensible practices
- ✓ Citizen Involvement

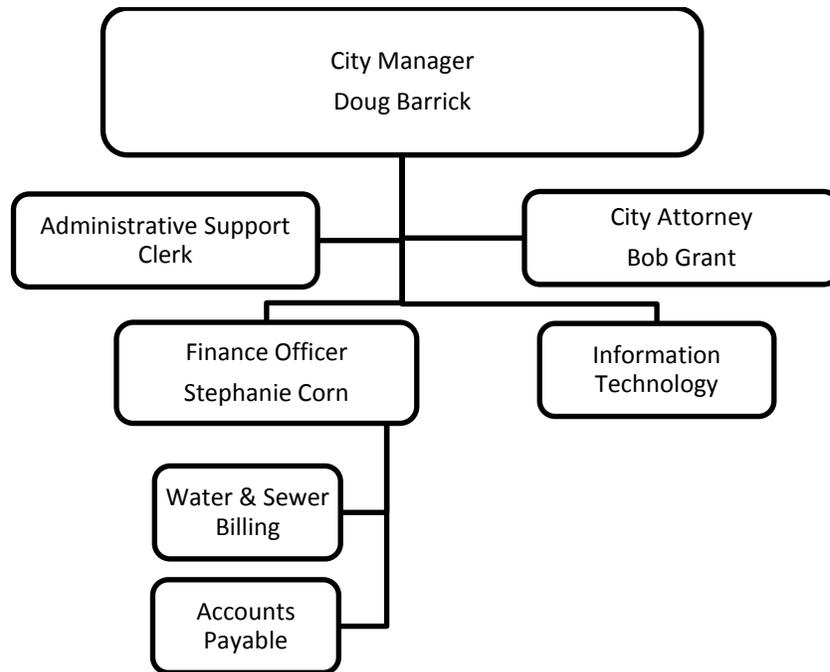
FY 2014 Goals and Objectives

- ✓ Revisit Action Planning process
- ✓ Expand on the promotion and support for local businesses and non-profits
- ✓ Foster community input, involvement and transparency

City Council
104100

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-----------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0100 | Elected Officials Fee | \$7,800 | \$7,800 | \$7,800 | \$7,800 | \$0 | 0.0% |
| 0110 | Appointed Board Fees | \$1,800 | \$1,800 | \$1,800 | \$1,800 | \$0 | 0.0% |
| 0410 | Attorney Retainage | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$0 | 0.0% |
| 0430 | Legal Fees | \$25,000 | \$20,000 | \$15,000 | \$13,000 | -\$2,000 | -13.3% |
| 0460 | Emergency Action Plan | \$1,500 | \$1,500 | \$1,250 | \$750 | -\$500 | -40.0% |
| 0500 | FICA | \$650 | \$650 | \$650 | \$650 | \$0 | 0.0% |
| 0600 | Group Insurance | \$32,880 | \$7,663 | \$1,896 | \$420 | -\$1,476 | -77.8% |
| 0800 | Employee Relations | \$3,000 | \$3,000 | \$3,000 | \$3,000 | \$0 | 0.0% |
| 0820 | Municipal Elections | \$0 | \$4,000 | \$0 | \$3,000 | \$3,000 | 4000.0% |
| 9100 | Youth Council | \$3,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 1200 | Printing | \$250 | \$250 | \$250 | \$250 | \$0 | 0.0% |
| 1400 | Travel & Training | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$0 | 0.0% |
| 2600 | Advertising | \$500 | \$500 | \$3,000 | \$2,800 | -\$200 | -6.7% |
| 3300 | Departmental Supplies | \$0 | \$0 | \$500 | \$500 | \$0 | 0.0% |
| 5700 | Misc. Expenses | \$2,500 | \$2,000 | \$4,000 | \$4,000 | \$0 | 0.0% |
| 8900 | EDC Incentives | \$0 | \$0 | \$5,000 | \$5,000 | \$0 | 0.0% |
| 9100 | Contributions | \$3,000 | \$8,000 | \$10,000 | \$8,000 | -\$2,000 | -20.0% |
| 9200 | Transfer to W/S Fund | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 9300 | Transfer to Rail Fund | \$89,691 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| | Totals | \$188,571 | \$75,163 | \$72,146 | \$68,970 | -\$3,176 | -4.4% |

Administration



Description

The City Manager who serves as the Chief Administrative Officer for the City handles the administrative operations of the City of Claremont. The City Manager directs the implementation of policy directives by the City Council and oversees all other departments and functions. Administration functions include budgeting and finance, tax collections, water & sewer billing, contract administration, information technology, project management, legal services, custodial services, human resources, and customer service. The City seeks to guarantee long-term financial stability while maintaining an organizational environment that fosters professionalism, efficiency, and a strong commitment to customer service.

FY 2014 Goals and Objectives

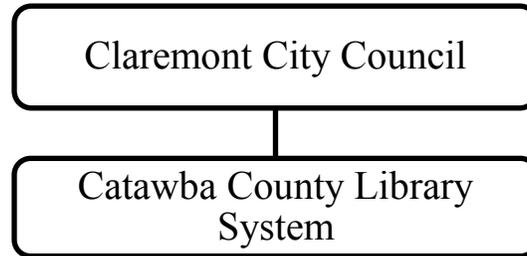
- ✓ Expand the Cities E- Profile
- ✓ Seek ways to expand community engagement and information delivery
- ✓ Begin renovations to City Hall
- ✓ Improve staff opportunities for professional development in all departments
- ✓ Expand business recruitment and retention practices for all areas of the City

Administration

104200

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|------|------------------------|------------------|------------------|------------------|-------------------|-----------------|-------------------|
| 0200 | Full Time Salaries | \$160,000 | \$160,000 | \$167,692 | \$176,573 | \$8,881 | 5.3% |
| 0300 | Part Time Salaries | \$0 | \$0 | \$4,184 | \$4,184 | \$0 | 0.0% |
| 0400 | Audit Fees | \$15,000 | \$16,000 | \$16,000 | \$16,000 | \$0 | 0.0% |
| 0450 | Engineering | \$12,000 | \$8,500 | \$7,500 | \$12,500 | \$5,000 | 66.7% |
| 0470 | OSHA Mandates | \$1,000 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 0500 | FICA | \$12,500 | \$12,500 | \$12,850 | \$13,216 | \$366 | 2.8% |
| 0600 | Group Insurance | \$32,880 | \$28,654 | \$29,232 | \$31,200 | \$1,968 | 6.7% |
| 0700 | Retirement | \$3,000 | \$10,000 | \$18,844 | \$20,451 | \$1,607 | 8.5% |
| 0800 | Employee Relations | \$0 | \$2,500 | \$2,500 | \$2,500 | \$0 | 0.0% |
| 1100 | Postage | \$3,000 | \$2,000 | \$1,500 | \$1,000 | -\$500 | -33.3% |
| 1110 | Telephone | \$3,000 | \$3,200 | \$4,000 | \$4,000 | \$0 | 0.0% |
| 1200 | Printing | \$2,000 | \$1,800 | \$1,800 | \$1,800 | \$0 | 0.0% |
| 1310 | Electricity | \$10,500 | \$10,500 | \$10,500 | \$11,000 | \$500 | 4.8% |
| 1400 | Travel & Training | \$3,000 | \$3,000 | \$3,000 | \$3,000 | \$0 | 0.0% |
| 1500 | Maint. Buildings | \$1,000 | \$1,000 | \$1,923 | \$2,000 | \$77 | 4.0% |
| 1600 | Maint. Equipment | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 1700 | Maint. Vehicles | \$1,000 | \$1,000 | \$1,000 | \$500 | -\$500 | -50.0% |
| 1710 | Auto Supplies/Tires | \$600 | \$450 | \$400 | \$200 | -\$200 | -50.0% |
| 2600 | Advertising | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | 100.0% |
| 3100 | Gas, Oil, Grease | \$1,800 | \$2,200 | \$2,000 | \$2,200 | \$200 | 10.0% |
| 3200 | Office Supplies | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$0 | 0.0% |
| 3300 | Departmental Supplies | \$2,000 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 3310 | Small Tools/Equipment | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 3400 | Expendable Supplies | \$1,000 | \$800 | \$800 | \$800 | \$0 | 0.0% |
| 4500 | Contracted Services | \$84,700 | \$86,700 | \$84,000 | \$87,000 | \$3,000 | 3.6% |
| 5300 | Dues & Subscriptions | \$4,000 | \$3,500 | \$2,500 | \$2,000 | -\$500 | -20.0% |
| 5400 | Insurance & Bonds | \$3,500 | \$4,000 | \$4,000 | \$4,700 | \$700 | 17.5% |
| 5410 | Unemployment Insurance | \$10,000 | \$8,500 | \$9,000 | \$9,424 | \$424 | 4.7% |
| 5420 | Insurance Deductions | \$1,000 | \$1,000 | \$1,000 | \$0 | -\$1,000 | -100.0% |
| 5700 | Miscellaneous Expenses | \$2,100 | \$2,000 | \$4,500 | \$8,250 | \$3,750 | 83.3% |
| 7400 | Capital Outlay | \$0 | \$0 | \$0 | \$25,500 | \$25,500 | 25000.0% |
| 9100 | Contributions | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 9600 | Transfer to PJ Fund | \$0 | \$1,000 | \$2,435 | \$4,200 | \$1,765 | 72.5% |
| | Totals | \$375,580 | \$377,804 | \$400,160 | \$452,199 | \$52,039 | 13.0% |

Library



Description

The Claremont City Council contracts with the Catawba County Library system for a local library branch to serve the Citizens of Claremont. The branch library is located in the same building as City Hall as is open Tuesday through Friday from noon to 6 p.m. and on Saturday from 9 a.m. to 2p.m.

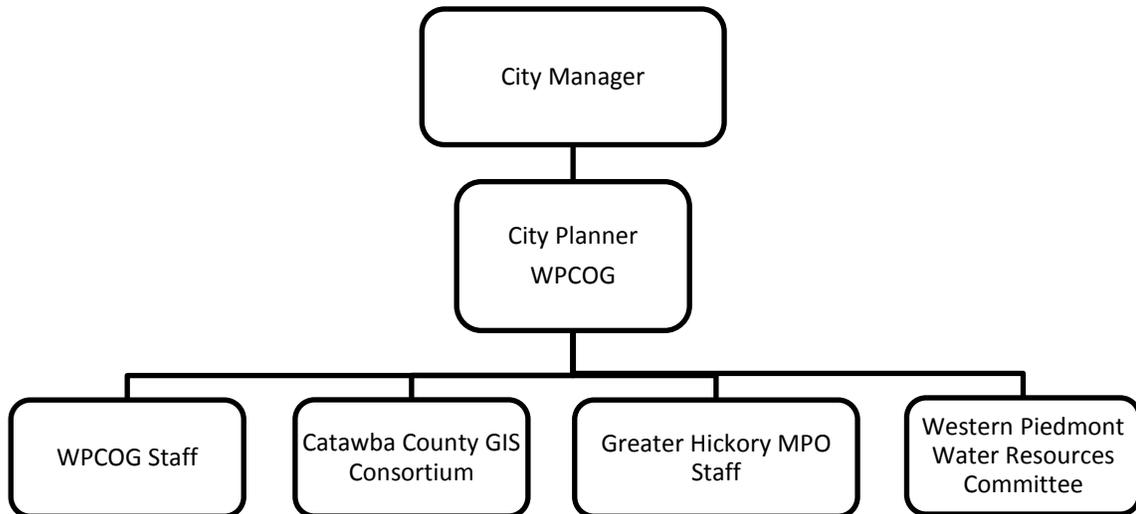
FY 2014 Goals and Objectives

- ✓ Continue to expand offerings that reach Claremont residents

Library
104300

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|--------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0290 | Yount Fund | \$4,868 | \$3,755 | \$3,755 | \$3,000 | -\$755 | -20.1% |
| 1110 | Telephone | \$800 | \$325 | \$300 | \$300 | \$0 | 0.0% |
| 4501 | County Contract | \$17,000 | \$17,000 | \$17,000 | \$17,000 | \$0 | 0.0% |
| | Totals | \$22,668 | \$21,080 | \$21,055 | \$20,300 | -\$755 | -3.6% |

Planning Department



Mission Statement

Utilize state of the art planning techniques for effectively communicating with citizens, developers, and the general public thereby making Claremont a great place to live, work, and play.

Planning and Land Development Services

Development Plan Review and Processing
Geographic Information Systems
Land Development Code Maintenance
Planning Board Support Staff

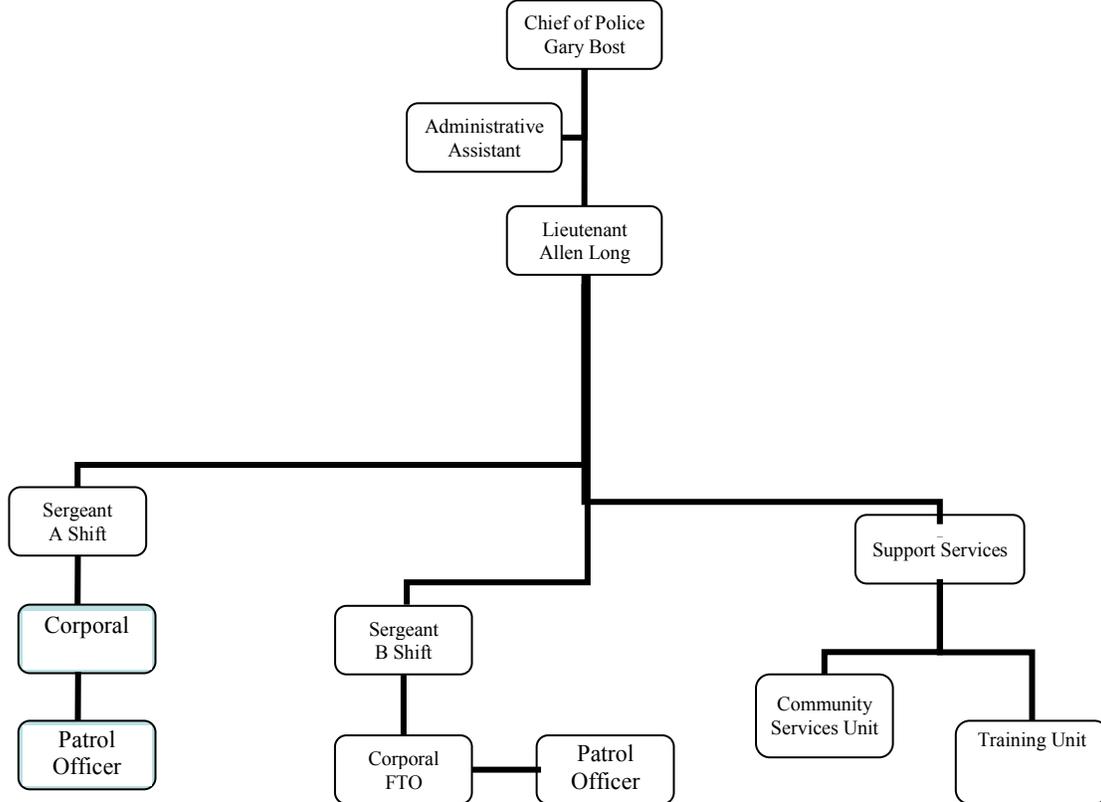
FY 2014 Goals and Objectives

- ✓ Review and revise zoning and development ordinances
- ✓ Expand onsite hours in Claremont
- ✓ Increase availability of planning services and information to City residents

Planning
104400

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-----------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0401 | Professional Services | \$25,000 | \$26,500 | \$27,000 | \$27,800 | \$800 | 3.0% |
| 0402 | Stormwater Phase II | \$1,000 | \$1,000 | \$1,000 | \$500 | -\$500 | -50.0% |
| 1400 | Training | \$200 | \$500 | \$250 | \$250 | \$0 | 0.0% |
| 2600 | Advertising | \$500 | \$500 | \$250 | \$400 | \$150 | 60.0% |
| 3300 | Departmental Supplies | \$100 | \$750 | \$200 | \$200 | \$0 | 0.0% |
| | Totals | \$26,800 | \$29,250 | \$28,700 | \$29,150 | \$450 | 1.6% |

Police Department



Mission Statement

The mission of the Claremont Police department is to be a community oriented Law Enforcement Agency that enables and empowers its Police Officers to function as community workers. Organizing and working alongside residents to help them Prevent, Resist and Eliminate criminal and other disorder in their neighborhoods. Furthermore to be a Law Enforcement Agency with Officers adhering always to our Constitution and the Rules of Law.

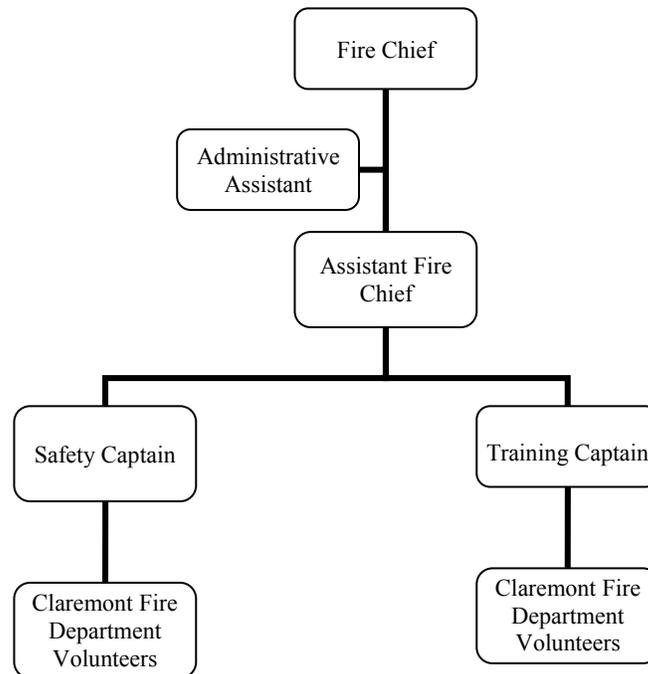
FY 2014 Goals and Objectives

- ✓ Update Employee Files
- ✓ Audit Evidence Room
- ✓ Begin a Police 101 class
- ✓ Continue the county-wide transition to the 800Mhz radio system
- ✓ Replace two patrol vehicles
- ✓ Begin plans for Police Department building renovation plans

Police
105100

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|------|-----------------------|------------------|------------------|------------------|------------------|-----------------|----------------|
| 0132 | Separation Allowance | \$15,000 | \$15,000 | \$11,750 | \$11,750 | \$0 | 0.0% |
| 0200 | Full Time Salaries | \$344,617 | \$344,617 | \$350,181 | \$345,538 | -\$4,643 | -1.3% |
| 0300 | Part Time Salaries | \$53,181 | \$53,181 | \$55,365 | \$55,365 | \$0 | 0.0% |
| 0470 | OSHA Mandates | \$500 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 0500 | FICA | \$33,600 | \$33,600 | \$30,824 | \$30,105 | -\$719 | -2.3% |
| 0600 | Group Insurance | \$73,980 | \$64,471 | \$65,772 | \$78,200 | \$12,428 | 18.9% |
| 0700 | Retirement | \$32,000 | \$35,500 | \$40,306 | \$41,147 | \$841 | 2.1% |
| 0900 | Medical Physical's | \$3,000 | \$3,000 | \$2,500 | \$2,500 | \$0 | 0.0% |
| 1100 | Postage | \$400 | \$400 | \$300 | \$300 | \$0 | 0.0% |
| 1110 | Telephone | \$9,000 | \$9,000 | \$7,500 | \$7,500 | \$0 | 0.0% |
| 1200 | Printing | \$300 | \$300 | \$300 | \$300 | \$0 | 0.0% |
| 1300 | Natural Gas | \$2,000 | \$2,000 | \$1,750 | \$1,000 | -\$750 | -42.9% |
| 1310 | Electricity | \$5,000 | \$5,000 | \$5,000 | \$5,750 | \$750 | 15.0% |
| 1400 | Travel & Training | \$7,500 | \$7,500 | \$7,500 | \$10,500 | \$3,000 | 40.0% |
| 1500 | Maint. Building | \$3,500 | \$3,500 | \$2,500 | \$2,500 | \$0 | 0.0% |
| 1600 | Maint. Equipment | \$1,800 | \$1,800 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 1700 | Maint. Vehicles | \$6,500 | \$8,500 | \$7,850 | \$7,850 | \$0 | 0.0% |
| 1710 | Auto Supplies/ Tires | \$3,000 | \$3,000 | \$3,000 | \$3,000 | \$0 | 0.0% |
| 2600 | Advertising | \$250 | \$250 | \$250 | \$250 | \$0 | 0.0% |
| 3100 | Gas, Oil & Grease | \$26,000 | \$30,000 | \$35,000 | \$35,000 | \$0 | 0.0% |
| 3200 | Office Supplies | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$0 | 0.0% |
| 3300 | Departmental Supplies | \$6,000 | \$5,000 | \$5,000 | \$17,500 | \$12,500 | 250.0% |
| 3310 | Small Tools & Equip. | \$10,000 | \$10,000 | \$8,500 | \$8,500 | \$0 | 0.0% |
| 3600 | Uniforms | \$9,000 | \$8,000 | \$8,000 | \$8,000 | \$0 | 0.0% |
| 4500 | Contracted Services | \$17,000 | \$17,000 | \$21,500 | \$22,000 | \$500 | 2.3% |
| 5300 | Dues & Subscriptions | \$2,000 | \$2,000 | \$2,000 | \$1,750 | -\$250 | -12.5% |
| 5400 | Insurance | \$22,000 | \$25,000 | \$24,750 | \$25,000 | \$250 | 1.0% |
| 5420 | Insurance Deductions | \$1,500 | \$1,000 | \$1,000 | \$0 | -\$1,000 | -100.0% |
| 5700 | Miscellaneous | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 7400 | Capital Outlay | \$76,000 | \$77,000 | \$68,800 | \$98,974 | \$30,174 | 43.9% |
| | Totals | \$767,628 | \$769,119 | \$772,198 | \$825,279 | \$53,081 | 6.9% |

Fire Department



Mission Statement

The mission of the Claremont Fire Department is to protect life and property from fire and other emergencies through incident response, public education, and code enforcement. It's the departments endeavor to deliver the highest level of care, to our residents. As a customer driven organization, it is our mission and number one priority to deliver the best possible service to our customers.

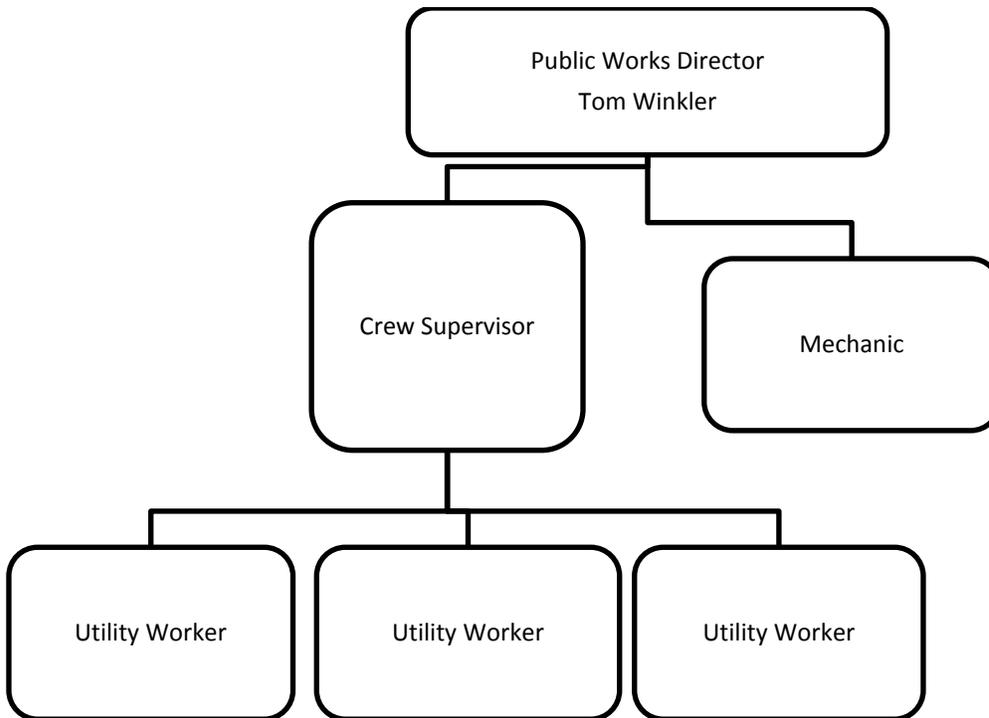
FY 2014 Goals and Objectives

- ✓ Preplan the remaining 50% of the commercial and industrial occupancies in the district
- ✓ Inventory and service all Knox boxes
- ✓ Complete Fire Department 501(C)(3)
- ✓ Bring all members up to NFPA 1403 standards
- ✓ Replace 8 SCBA Bottles
- ✓ Begin planning and specifications for the replacement of Engine 71 & Truck 78 utilizing one recuse engine company

**Fire
105300**

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0200 | Full Time Salaries | \$91,362 | \$84,000 | \$56,838 | \$56,838 | \$0 | 0.0% |
| 0300 | Part Time Salaries | \$42,432 | \$42,432 | \$52,416 | \$54,664 | \$2,248 | 4.3% |
| 0400 | Pay Per Call Incentives | \$0 | \$0 | \$22,750 | \$22,750 | \$0 | 0.0% |
| 0430 | Legal Services | \$500 | \$0 | \$0 | \$0 | \$0 | #DIV/0! |
| 0500 | FICA | \$9,665 | \$9,665 | \$7,646 | \$8,846 | \$1,200 | 15.7% |
| 0600 | Group Insurance | \$16,440 | \$15,827 | \$8,808 | \$16,800 | \$7,992 | 90.7% |
| 0700 | Retirement | \$6,140 | \$8,986 | \$11,222 | \$10,726 | -\$496 | -4.4% |
| 0900 | Medical Physicals | \$8,450 | \$10,520 | \$10,520 | \$10,520 | \$0 | 0.0% |
| 1100 | Postage | \$250 | \$300 | \$250 | \$250 | \$0 | 0.0% |
| 1110 | Telephone | \$5,100 | \$5,100 | \$3,200 | \$3,200 | \$0 | 0.0% |
| 1300 | Natural Gas | \$3,480 | \$3,480 | \$3,100 | \$3,100 | \$0 | 0.0% |
| 1310 | Electricity | \$6,900 | \$8,000 | \$8,000 | \$8,400 | \$400 | 5.0% |
| 1400 | Travel & Training | \$11,210 | \$11,210 | \$11,000 | \$11,000 | \$0 | 0.0% |
| 1500 | Maint. Buildings | \$5,000 | \$6,100 | \$6,100 | \$6,000 | -\$100 | -1.6% |
| 1600 | Maint. Equipment | \$9,000 | \$8,000 | \$8,000 | \$8,000 | \$0 | 0.0% |
| 1700 | Maint. Vehicles | \$11,000 | \$9,500 | \$8,500 | \$1,000 | -\$7,500 | -88.2% |
| 1710 | Auto Supplies/Tires | \$4,200 | \$4,560 | \$3,000 | \$3,000 | \$0 | 0.0% |
| 3100 | Gas, Oil, Grease | \$7,950 | \$8,450 | \$10,000 | \$10,000 | \$0 | 0.0% |
| 3200 | Office Supplies | \$1,500 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 3300 | Departmental Supplies | \$5,000 | \$4,000 | \$3,000 | \$6,000 | \$3,000 | 100.0% |
| 3310 | Small Tools/Equipment | \$10,025 | \$12,310 | \$12,000 | \$9,000 | -\$3,000 | -25.0% |
| 3600 | Uniforms | \$13,310 | \$13,310 | \$13,310 | \$12,000 | -\$1,310 | -9.8% |
| 4400 | Fire Prevention | \$1,200 | \$1,200 | \$1,200 | \$1,200 | \$0 | 0.0% |
| 4500 | Contracted Services | \$9,381 | \$9,866 | \$11,500 | \$12,000 | \$500 | 4.3% |
| 5300 | Dues & Subscriptions | \$2,766 | \$2,766 | \$2,766 | \$2,600 | -\$166 | -6.0% |
| 5400 | Insurance & Bonds | \$10,158 | \$13,601 | \$15,000 | \$16,500 | \$1,500 | 10.0% |
| 5420 | Insurance Deductions | \$1,000 | \$1,000 | \$1,000 | \$0 | -\$1,000 | -100.0% |
| 5700 | Miscellaneous Expenses | \$500 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 7400 | Capital Outlay | \$13,000 | \$6,900 | \$40,000 | \$16,875 | -\$23,125 | -57.8% |
| 9100 | Contributions | \$6,200 | \$6,200 | \$5,000 | \$5,000 | \$0 | 0.0% |
| | Totals | \$313,119 | \$309,283 | \$338,126 | \$318,269 | -\$19,857 | -5.9% |

Public Works Department



Mission Statement

The mission of the Public Works Department of the City of Claremont is to maintain the public property of the City, including street rights-of-way, public easements, and other public property in a manner that is aesthetically pleasing and functional for all of our citizens. Maintain all vehicles and equipment of the City and functions as the maintenance arm of the water and sewer department.

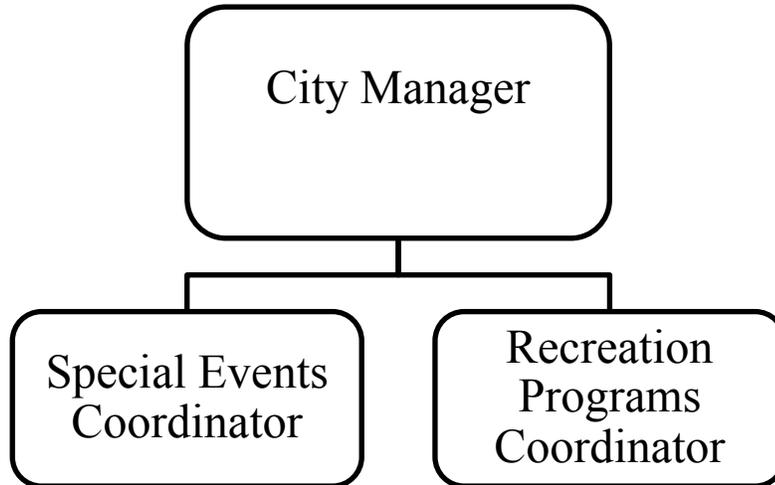
FY 2014 Goals and Objectives

- ✓ Have all needed employees complete OSHA trainings
- ✓ Continue ASE certification training for the City Mechanic
- ✓ Complete the replacement of street signs in the City to meet Federal MUTCD regulations

Public Works
105450

| Acct | Description | FY 11 Budget | FY 12 Budget | FY13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-----------------------|-------------------------|-------------------------|------------------------|---------------------------|-------------------------|---------------------------|
| 0200 | Full Time Salaries | \$185,000 | \$185,000 | \$191,775 | \$203,011 | \$11,236 | 5.9% |
| 0300 | Part Time Salaries | \$8,000 | \$8,000 | \$8,000 | \$8,250 | \$250 | 3.1% |
| 0450 | Engineering Services | \$1,000 | \$1,000 | \$0 | \$0 | \$0 | 0.0% |
| 0470 | OSHA Mandates | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 0500 | FICA | \$15,625 | \$15,625 | \$15,053 | \$16,142 | \$1,089 | 7.2% |
| 0600 | Group Insurance | \$49,320 | \$42,980 | \$43,848 | \$46,800 | \$2,952 | 6.7% |
| 0700 | Retirement | \$11,700 | \$11,700 | \$21,152 | \$22,658 | \$1,506 | 7.1% |
| 0900 | Medical Physicals | \$0 | \$2,000 | \$1,750 | \$1,750 | \$0 | 0.0% |
| 1110 | Telephone | \$3,000 | \$3,000 | \$2,000 | \$2,000 | \$0 | 0.0% |
| 1300 | Natural Gas | \$3,500 | \$3,500 | \$3,200 | \$2,800 | -\$400 | -12.5% |
| 1310 | Electricity | \$42,000 | \$42,000 | \$56,000 | \$59,980 | \$3,980 | 7.1% |
| 1400 | Travel & Training | \$1,500 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 1500 | Maint. Buildings | \$7,500 | \$7,500 | \$7,500 | \$7,000 | -\$500 | -6.7% |
| 1600 | Maint. Equipment | \$10,000 | \$10,000 | \$10,000 | \$8,500 | -\$1,500 | -15.0% |
| 1610 | Maint. Streets | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$0 | 0.0% |
| 1700 | Maint. Vehicles | \$7,000 | \$8,000 | \$6,500 | \$5,500 | -\$1,000 | -15.4% |
| 1710 | Auto Supplies/Tires | \$4,500 | \$3,500 | \$3,500 | \$3,500 | \$0 | 0.0% |
| 2600 | Advertising | \$300 | \$300 | \$300 | \$300 | \$0 | 0.0% |
| 3100 | Gas, Oil, Grease | \$16,000 | \$17,500 | \$10,000 | \$10,000 | \$0 | 0.0% |
| 3200 | Office Supplies | \$500 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 3300 | Departmental Supplies | \$8,000 | \$7,000 | \$7,000 | \$7,000 | \$0 | 0.0% |
| 3310 | Small Tools/Equipment | \$4,500 | \$3,000 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 3400 | Expendable Supplies | \$500 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 3600 | Uniforms | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$0 | 0.0% |
| 4500 | Contracted Services | \$85,000 | \$85,000 | \$85,000 | \$86,000 | \$1,000 | 1.2% |
| 4800 | Leaf Bags | \$2,500 | \$2,500 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 4900 | Landfill Fees | \$3,000 | \$3,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 5300 | Dues & Subscriptions | \$600 | \$600 | \$500 | \$450 | -\$50 | -10.0% |
| 5400 | Insurance | \$17,000 | \$17,000 | \$17,000 | \$17,000 | \$0 | 0.0% |
| 5420 | Insurance Deductions | \$1,000 | \$1,000 | \$1,000 | \$0 | -\$1,000 | -100.0% |
| 5700 | Miscellaneous | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 7400 | Capital Outlay | \$37,825 | \$5,000 | \$5,000 | \$5,000 | \$0 | 0.0% |
| | Totals | \$548,370 | \$510,205 | \$524,078 | \$541,641 | \$17,563 | 3.4% |

Recreation Department



Mission

The Recreation department's mission is to provide great parks, natural areas, and recreational experiences.

FY 2014 Goals and Objectives

- ✓ Continue to expand recreation programs
- ✓ Revamp and expand Claremont Daze
- ✓ Increase advertising and outreach for programs
- ✓ See ways to increase historical documents for the History Wall in City Hall
- ✓ Begin a master plan for the City Park

Parks & Recreation
106200

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|------|-----------------------|-----------------|-----------------|-----------------|-------------------|-----------------|-------------------|
| 0300 | Part Time Salaries | \$0.00 | \$8,000 | \$9,500 | \$12,000 | \$2,500 | 26.3% |
| 0500 | FICA | \$0.00 | \$2,000 | \$950 | \$1,000 | \$50 | 5.3% |
| 1310 | Electricity | \$2,500 | \$2,500 | \$2,500 | \$2,950 | \$450 | 18.0% |
| 1500 | Maint. Buildings | \$5,000 | \$4,500 | \$7,500 | \$6,000 | -\$1,500 | -20.0% |
| 2600 | Advertising | \$0 | \$250 | \$500 | \$500 | \$0 | 0.0% |
| 3300 | Departmental Supplies | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$0 | 0.0% |
| 3400 | Appearance | \$3,000 | \$4,000 | \$3,000 | \$3,000 | \$0 | 0.0% |
| 4500 | Contracted Services | \$8,000 | \$8,000 | \$2,500 | \$2,500 | \$0 | 0.0% |
| 5150 | Recreation Programs | \$252 | \$3,500 | \$4,800 | \$5,200 | \$400 | 8.3% |
| 5100 | Marathon | \$11,152 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 4700 | Senior Citizens | \$4,340 | \$4,000 | \$3,700 | \$3,600 | -\$100 | -2.7% |
| 5700 | Misc. Expenses | \$27 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 7300 | Claremont Day | \$24,662 | \$21,510 | \$26,500 | \$30,000 | \$3,500 | 13.2% |
| 7400 | Capital Outlay | \$0 | \$0 | \$0 | \$18,000 | \$18,000 | 30000.0% |
| 8200 | Christmas Parade | \$6,290 | \$5,800 | \$5,000 | \$5,000 | \$0 | 0.0% |
| | Totals | \$68,723 | \$67,560 | \$69,950 | \$93,250 | \$23,300 | 33.3% |

Debt Service

Description

Debt Service expenditures serve to make payments on the principal and interest on various financing instruments the City utilizes to purchase capital assets including land and equipment, and construct capital improvements such as new buildings or facilities.

Long-Term Debt Payment Summary

- ✓ Principal Payment 4 of 15 for a railroad spur to service Poppelman Plastics, \$1,500,000, 3.96% fixed , 15 year, annual principal payments of \$100,000 plus accrued interest.

Debt Service
107200

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change | Payoff Date |
|-------------|----------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|------------------------|
| 4100 | Rail Spur Principle | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$0 | 0.0% | 2024 |
| 4150 | Rail Spur Interest | \$55,440 | \$51,480 | \$47,521 | \$47,520 | -\$1 | 0.0% | |
| 4200 | City Hall Principle | \$79,791 | \$79,790 | \$0 | \$0 | \$0 | 0.0% | 2014 |
| 4250 | City Hall Interest | \$8,125 | \$5,125 | \$0 | \$0 | \$0 | 0.0% | |
| 5300 | Fire Dept. Principle | \$111,346 | \$111,346 | \$0 | \$0 | \$0 | 0.0% | 2014 |
| 5350 | Fire Dept. Interest | \$11,339 | \$7,152 | \$0 | \$0 | \$0 | 0.0% | |
| | Totals | \$366,041 | \$354,893 | \$147,521 | \$147,520 | -\$1 | 0.0% | |

Powell Bill Fund

Description

Street improvements for the City of Claremont are funded primarily through a state-shared gasoline tax known as “Powell Bill” funds. The City utilizes these funds to maintain our street resurfacing program, construct new streets, repair existing sidewalks, and improve existing streets and sidewalks.

FY 2014 Work Program

- ✓ Replace aged and broken sidewalks throughout the city
- ✓ Proactively monitor the City street system for issues

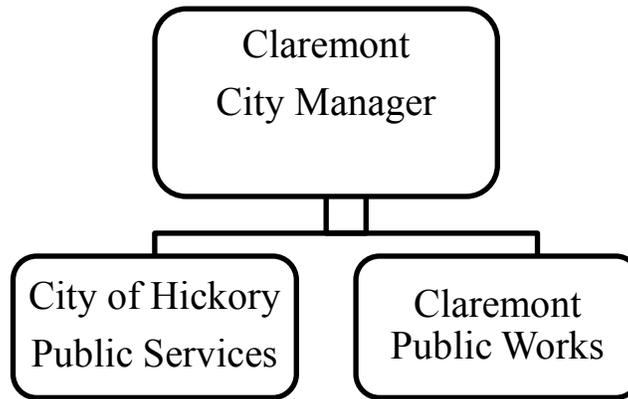
Revenue
Powell Bill Fund
Fund 11

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY 14 vs FY 13 | Percent Change |
|-------------|--------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 2990.0000 | Powell Bill Fund Balance | \$0 | \$0 | \$125,000 | \$0 | -\$125,000 | -100.0% |
| 3430.0000 | Powell Bill Distribution | \$35,845 | \$20,000 | \$41,000 | \$43,000 | \$2,000 | 4.9% |
| | Totals | \$35,845 | \$20,000 | \$166,000 | \$43,000 | -\$123,000 | -74.1% |

Powell Bill
115700

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-----------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0450 | Engineering Services | \$2,000 | \$2,500 | \$2,500 | \$2,500 | \$0 | 0.0% |
| 1600 | Maint. Equipment | \$300 | \$400 | \$500 | \$500 | \$0 | 0.0% |
| 1700 | Maint. Vehicles | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 1710 | Auto Supplies/Tires | \$300 | \$0 | \$0 | \$0 | \$0 | #DIV/0! |
| 2600 | Advertising | \$100 | \$0 | \$0 | \$0 | \$0 | #DIV/0! |
| 3300 | Departmental Supplies | \$6,000 | \$7,600 | \$7,500 | \$7,500 | \$0 | 0.0% |
| 3310 | Small Tools/Equipment | \$500 | \$500 | \$500 | \$500 | \$0 | 0.0% |
| 4500 | Contracted Services | \$90,100 | \$8,000 | \$154,000 | \$31,000 | -\$123,000 | -79.9% |
| | Totals | \$100,300 | \$20,000 | \$166,000 | \$43,000 | -\$123,000 | -74.1% |

Water & Sewer Enterprise Fund



Description

The City of Claremont Operates a Water and Sewer Enterprise Fund that includes two water receiving vaults, two 300,000 gallon elevated water storage tanks, five sewer pump stations, two waste water treatment plants, and roughly 25 miles of sewer and water lines. The two treatment plants are permitted to handle 400,000 gallons of wastewater per day with 300,000 allocated to the McLin Creek plant and 100,000 to the North plant. On average, the system serves 789 residential users and 135 commercial and industrial users. The City of Claremont purchases all of its water from the City of Conover and contracts the operation of the wastewater treatment plants with the City of Hickory. The City of Claremont provides all of the billing, collection & distribution system maintenance and expansion as well as system wide reporting.

FY 2014 Goals and Objectives

- ✓ Continue in house certifications for distribution and collection systems
- ✓ Expand proactive inspections of water and sewer services
 - Begin sewer camera logging
 - Begin in house smoke testing
 - Begin yearly valve cleaning and exercise program
- ✓ Replace a mower that services the Water and Sewer system
- ✓ Continue the replacement of pumps in the Cities five sewage pump stations
- ✓ Purchase additional sewer inspection equipment
- ✓ Purchase an outfall maintenance vehicle

Water Sewer Fund Expenditure Summary

| Water & Sewer Fund Totals | | | | | | |
|---------------------------|------------------|--------------------|--------------------|--------------------|------------------|-----------------------|
| | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Proposed | FY 14 vs F13 | Percent Difference |
| Operating | \$671,807 | \$718,382 | \$816,450 | \$1,125,929 | \$309,479 | 37.9% |
| Capital | \$0 | \$125,500 | \$105,070 | \$66,500 | -\$38,570 | -36.7% |
| Debt | \$208,534 | \$200,611 | \$162,212 | \$152,458 | -\$9,754 | -6.0% |
| Total | \$880,341 | \$1,044,493 | \$1,083,732 | \$1,344,887 | \$261,155 | 24.1% |

| |
|--|
| <p style="margin: 0;"> \$1,344,887.00 Revenue \$1,344,887.00 Expense \$0.00 Difference </p> |
|--|

Revenues
Fund 30

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Bugdet | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|----------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 3290 | Investment Earnings | \$20 | \$1,000 | \$200 | \$200 | \$0 | 0.0% |
| 3350 | Miscellaneous Revenues | \$400 | \$450 | \$450 | \$200 | -\$250 | -55.6% |
| 3351 | Lease Revenues | \$0 | \$0 | \$0 | \$25,200 | \$25,200 | 25200.0% |
| 37110 | Utility Fees | \$822,905 | \$1,000,693 | \$1,003,432 | \$1,057,987 | \$54,555 | 5.4% |
| 3730 | Tap & Capacity Fees | \$1,500 | \$10,000 | \$5,500 | \$5,500 | \$0 | 0.0% |
| 3750 | Utility Penalties | \$10,000 | \$7,500 | \$8,800 | \$8,800 | \$0 | 0.0% |
| 3760 | Hydrant Fees | \$23,350 | \$23,350 | \$23,350 | \$25,000 | \$1,650 | 7.1% |
| 3790 | Reconnect Fees | \$2,000 | \$1,500 | \$2,000 | \$2,000 | \$0 | 0.0% |
| 3990 | Appropriated Fund Balance | \$0 | \$0 | \$40,000 | \$45,000 | \$5,000 | 12.5% |
| 3980 | Transfer from Other Funds | | | | \$175,000 | | |
| 9790 | Transfer from General Fund | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| | Totals | \$860,175 | \$1,044,493 | \$1,083,732 | \$1,344,887 | \$261,155 | 24.1% |

**Water Treatment
308100**

| Acct | Description | FY 11 Budget | FY 12 Budget | FY13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|---------------------------------|-------------------------|-------------------------|------------------------|---------------------------|-------------------------|---------------------------|
| 0450 | Engineering Services | \$1,500 | \$1,500 | \$1,000 | \$3,250 | \$2,250 | 225.0% |
| 1100 | Postage | \$2,500 | \$2,500 | \$2,500 | \$2,750 | \$250 | 10.0% |
| 1200 | Printing | \$1,000 | \$1,250 | \$1,250 | \$1,000 | -\$250 | -20.0% |
| 1310 | Electricity | \$1,500 | \$1,800 | \$1,200 | \$2,000 | \$800 | 66.7% |
| 1600 | Maint. Equipment | \$2,057 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 2950 | Contribution to Capital Reserve | \$0 | \$28,778 | \$5,000 | \$0 | -\$5,000 | -100.0% |
| 3300 | Dept Supplies | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$0 | 0.0% |
| 3310 | Small Tools & Equipment | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 4500 | Contracted Services | \$27,000 | \$58,354 | \$32,000 | \$34,000 | \$2,000 | 6.3% |
| 4800 | Purchase for Resale | \$130,000 | \$130,000 | \$150,000 | \$161,000 | \$11,000 | 7.3% |
| 5400 | Insurance | \$2,000 | \$2,000 | \$1,750 | \$1,975 | \$225 | 12.9% |
| | Totals | \$170,557 | \$230,682 | \$199,200 | \$210,475 | \$11,275 | 5.7% |

Water Maintenance
308150

| Acct | Description | FY 11 Budget | FY12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-------------------------|-------------------------|------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 1400 | Travel & Training | \$1,500 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0% |
| 1600 | Maint. Equipment | \$8,000 | \$8,000 | \$8,000 | \$241,940 | \$233,940 | 2924% |
| 3100 | Gas, Oil, Grease | \$0 | \$0 | \$4,000 | \$4,000 | \$0 | 0% |
| 3300 | Department Supplies | \$30,000 | \$20,000 | \$18,750 | \$25,750 | \$7,000 | 37% |
| 3310 | Small Tools & Equipment | \$2,500 | \$2,500 | \$2,500 | \$2,250 | -\$250 | -10% |
| 4500 | Contracted Services | \$0 | \$0 | \$28,500 | \$36,450 | \$7,950 | 28% |
| 7400 | Capital Outaly | \$0 | \$75,000 | \$16,325 | \$9,800 | -\$6,525 | -40% |
| | Totals | \$42,000 | \$107,000 | \$79,575 | \$321,690 | \$242,115 | 304% |

**Waste Water Treatment
308220**

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0450 | Engineering Services | \$20,000 | \$10,000 | \$55,000 | \$85,000 | \$30,000 | 54.5% |
| 0480 | Monitoring Fees | \$500 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 0490 | NCDENR Fees | \$1,000 | \$6,500 | \$5,000 | \$5,000 | \$0 | 0.0% |
| 1100 | Postage | \$2,000 | \$2,200 | \$2,200 | \$2,500 | \$300 | 13.6% |
| 1200 | Printing | \$2,500 | \$1,500 | \$1,500 | \$1,000 | -\$500 | -33.3% |
| 1500 | Maint. Buildings | \$1,000 | \$1,000 | \$1,000 | \$4,000 | \$3,000 | 300.0% |
| 1600 | Maint. Equipment | \$25,000 | \$20,000 | \$19,000 | \$19,000 | \$0 | 0.0% |
| 3300 | Department Supplies | \$3,500 | \$3,500 | \$3,500 | \$3,514 | \$14 | 0.4% |
| 3310 | Small Tools & Equipment | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 4500 | Contracted Services | \$332,500 | \$377,000 | \$400,000 | \$412,000 | \$12,000 | 3.0% |
| 4600 | Contract Termination | \$36,000 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 5400 | Insurance | \$3,250 | \$4,000 | \$3,500 | \$3,750 | \$250 | 7.1% |
| | Totals | \$428,250 | \$427,700 | \$492,700 | \$537,764 | \$45,064 | 9.1% |

Waste Water Maintenance
308250

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs. FY13 | Percent Change |
|-------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|--------------------------|---------------------------|
| 0470 | OSHA Mandates | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% |
| 1400 | Travel & Training | \$1,500 | \$1,500 | \$1,500 | \$1,500 | \$0 | 0.0% |
| 1600 | Maint. Equipment | \$15,000 | \$12,500 | \$12,500 | \$15,000 | \$2,500 | 20.0% |
| 3000 | Department Supplies | \$9,000 | \$8,000 | \$8,000 | \$8,000 | \$0 | 0.0% |
| 3100 | Gas, Oil, Grease | \$0 | \$0 | \$8,500 | \$8,500 | \$0 | 0.0% |
| 3310 | Small Tools & Equipment | \$2,000 | \$2,000 | \$1,200 | \$1,200 | \$0 | 0.0% |
| 4500 | Contracted Services | \$2,500 | \$3,000 | \$28,600 | \$30,600 | \$2,000 | 7.0% |
| 7400 | Capital Outlay | \$0 | \$50,500 | \$88,745 | \$56,700 | -\$32,045 | -36.1% |
| | Totals | \$31,000 | \$78,500 | \$150,045 | \$122,500 | -\$27,545 | -18.4% |

Debt Service
Fund 30

| Acct | Description | FY 11 Budget | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY13 vs FY12 | Percent Change |
|------------|----------------------|------------------|------------------|------------------|-------------------|-----------------|-------------------|
| 8100-8100 | Water Bond Principle | \$32,923 | \$34,853 | \$0 | \$0 | \$0 | 0.0% |
| 8100-8200 | Water Bond Interest | \$3,353 | \$3,500 | \$0 | \$0 | \$0 | 0.0% |
| 8220-8100- | Mclin Principle | \$147,258 | \$147,258 | \$147,258 | \$147,258 | \$0 | 0.0% |
| 8220-8200 | Mclin Interest | \$25,000 | \$15,000 | \$14,954 | \$5,200 | -\$9,754 | -65.2% |
| | Totals | \$208,534 | \$200,611 | \$162,212 | \$152,458 | -\$9,754 | -6.0% |

Long- Term Debt Payment Summary

- ✓ Principal Payment 20 of 20 for the construction of the McLin wastewater plant , \$2,945,176, 3.385% fixed , 20 year, annual principal payments of \$147,258 plus accrued interest.

PJ Stanley Scholarship Fund

Description

The PJ Stanley Memorial Scholarship Fund provides tuition assistance to graduating high school students and community college students pursuing careers in the Police, EMS, Rescue and Fire fields at either Catawba Valley Community College or Mitchell Community College. PJ Stanley was a leader in the Claremont community and worked throughout his life to make a positive difference through his service to these fields and teaching those who wished to join the ranks with him.

FY 2014 Work Program

- ✓ Continue to build on the scholarship fund through, outreach, fundraising, and scholarship support.

Revenue

PJ Stanley Scholarship Fund

Fund 15

| Acct | Description | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY 14 vs FY 13 | Percent Change |
|-------------|--------------------|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 3360.0000 | Contributions | \$5,000 | \$2,565 | \$2,500 | -\$65 | -2.5% |
| 3970.0700 | Transfer from G/F | \$1,000 | \$2,435 | \$4,200 | \$1,765 | 72.5% |
| | Totals | \$6,000 | \$5,000 | \$6,700 | \$1,700 | 34.0% |

Expenses
PJ Stanley Scholarship Fund
Fund 15

| Acct | Description | FY 12 Budget | FY 13 Budget | FY 14 Proposed | FY14 vs FY13 | Percent Change |
|-------------|-----------------------|-------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| 0000 | Scholarships | \$4,500 | \$2,000 | \$2,500 | \$500 | 0.0% |
| 0100 | Departmental Supplies | \$500 | \$3,000 | \$4,200 | \$1,200 | 40.0% |
| | Totals | \$5,000 | \$5,000 | \$6,700 | \$1,700 | 34.0% |

City of Claremont Schedule of Fees

Description

The schedule of fees, lists fees charged for conducting business with the City of Claremont- including planning and zoning development fees, building & sign permit fees, fire service and inspection charges, water and sewer deposits, and tap fees, along other various public works offerings and city services.

| City Fees | |
|---|--------------------------|
| Return Check | \$25.00 |
| Bank Fee | \$7.00 |
| Tax Rate | .46/100 |
| | valuation |
| Copies of Ordinance/Policies/etc. | \$.15/page |
| Research, Retrieval, & Assembling of Documents | \$10.00/hour employee |
| Accident Reports Police/Fire | \$3.00 |
| A minimum of \$10.00 per personnel hour (or the actual cost if greater), in excess of one hour, for staff time and overhead for the research, retrieval, assembling, and organizing of documents in response to a valid request for copies of public records. This charge is in addition to the basic charge for copying of documents set forth in this schedule of fees and charges. | |
| Hazardous Materials Emergency Response Fee: | |
| Fire Engine, Police Car, or Support Apparatus | \$250.00 hour |
| Personnel on Scene (per person) | \$20.00 hour |
| Supplies and Materials | Cost +15% |
| Fire Inspection Fee | \$25.00 |
| Safety Inspection Fee | \$25.00 |
| Use of Fire Department Facilities | \$25.00 |
| (per hour, two hour minimum) | per hour |

| Planning & Zoning | |
|---|----------------------------|
| Rezoning Application | |
| Residential | \$500.00 |
| Mixed use | \$800.00 |
| Commercial & Industrial | \$800.00 |
| <i>(variance, inspection, special use permit)</i> | |
| | |
| Subdivision Approval Application | |
| Major Subdivision | \$100 + \$5/Lot Prelim |
| All Over 5 Lots | \$100 + \$3/Lot Final |
| Minor Subdivision (5 Lots Max) | \$75.00 |
| | |
| Landlocked Subdivision Plat | \$100 + \$10/Lot |
| | |
| Administrative Review | \$50.00 |
| | |
| Copy of Subdivision Regulations | \$15.00 |
| Zoning Compliance Letter | \$25.00 |
| Zoning Permits | \$25.00 |
| Zoning Map | \$5.00 |
| Copy of Zoning Ordinance | \$20.00 |
| | |
| Street Closing Petition | \$100.00 |
| | |
| Petition for Text Amendment | \$200.00 |
| | |
| Voluntary Annexation Petition | \$100.00 |
| | |
| New Development Street Signs | \$100.00 |
| | |
| Road Name Change | \$350 + \$50 for each sign |
| | |
| Ordinance Violations | |
| 1st Offense | \$50 a day |
| 2nd Offense | \$100 a day |
| 3rd and subsequent Offenses | \$200 a day |
| <i>(each day violation exists)</i> | |

| Public Works | |
|--|------------|
| Lot Cleaning | |
| Charge per Working Hour | \$25.00 |
| Charge per Dump Truck Hour | \$50.00 |
| <i>(minimum of 3 hours)</i> | |
| Charge per backhoe/bobcat hour | \$50.00 |
| <i>(minimum of 3 hours)</i> | |
| Lot Mowing | |
| Charge for tractor/bushhog per hour | \$50.00 |
| <i>(minimum of 3 hours)</i> | |
| Charge per Employee Hour | \$25.00 |
| <i>(minimum of 3 hours)</i> | |
| Sale of Leaf Bags | 10/\$ 2.00 |
| The charge of leaf bags is subject to change due to circumstances at the landfill and cost associates with this service. | |
| Collection of White goods | |
| | \$10/each |
| Signs For Insurance Reimbursement/Replacement | |
| STOP sign | \$75.00 |
| <i>(with 2 hours cost for replacement)</i> | |
| Speed Limit Sign (24x30) | \$60.00 |
| (18x24) | \$45.00 |
| Dead End/No Outlet Sign | \$60.00 |
| Street Name Sign | \$40.00 |
| Misc. Warning Signs | \$60.00 |
| Pole for Signs | \$45.00 |
| Bracket for Poles | |
| | \$10.00 |

| Water & Sewer | |
|--------------------------------|----------|
| Utility Fees | |
| Late Penalty | \$10.00 |
| Relocation Fee | \$100.00 |
| Reconnect Fee | \$30.00 |
| Reconnect Fee w/ Meter Removed | \$125.00 |
| Meter Tampering Fee | |
| | \$200.00 |

| | |
|---|-------------|
| Deposits | |
| Water/ Sewer | |
| Residential | \$125.00 |
| Commercial | \$150.00 |
| Industrial | \$250.00 |
| | |
| Sprinkler Fees - Section- Annual Fees | |
| Each Hydrant | \$150.00 |
| Each Sprinkler Connection | |
| 12 Inch | \$500.00 |
| 10 Inch | \$400.00 |
| 8 Inch | \$300.00 |
| 6 Inch | \$300.00 |
| | |
| Meter Testing Fees | |
| 3/4"-2" inch Meters | \$100.00 |
| 3" - 6" Meters | \$330.00 |
| | |
| Water Tap Fees | |
| 3/4" Meter and tap | \$750.00 |
| 1" Meter and tap | \$950.00 |
| 1 1/2 " Meter and tap | \$2,600.00 |
| 2" Meter and tap | \$3,000.00 |
| 3" Meter and tap | \$10,000.00 |
| 4" Meter and tap | \$12,000.00 |
| 6" Meter and tap | \$14,000.00 |
| Outside rates will be double the inside rates for all meter sizes | |
| Proper Backflow Prevention Devices are required on all connections prior to use | |
| Maintenance and testing of the devices are the responsibility of the customer | |

| | |
|---|-------------|
| Water Capacity Fees | |
| 3/4" Meter | \$250.00 |
| 1" Meter | \$700.00 |
| 1 1/2 " Meter | \$1,200.00 |
| 2" Meter | \$1,700.00 |
| 3" Meter | \$5,000.00 |
| 4" Meter | \$8,500.00 |
| 6" Meter | \$15,000.00 |
| Outside rates will be double the inside rates for all meter sizes | |

| | |
|-----------------------|----------|
| Sewer Tap Fees | |
| 4" Tap | \$750.00 |

| | |
|---|------------|
| 6" Tap | \$900.00 |
| 8" Tap | \$1,200.00 |
| 10" Tap | \$1,400.00 |
| 12" Tap | \$1,800.00 |
| Multiple Dwelling add per unit | \$150.00 |
| Outside rates will be double the inside rates for all tap sizes | |

| | |
|----------------------------|-------------|
| Sewer Capacity Fees | |
| 3/4" Meter | \$500.00 |
| 1" Meter | \$950.00 |
| 1 1/2 " Meter | \$1,800.00 |
| 2" Meter | \$3,000.00 |
| 3" Meter | \$6,000.00 |
| 4" Meter | \$9,500.00 |
| 6" Meter | \$18,000.00 |

Outside rates will be double the inside rates for all meter sizes

| | |
|-----------------------------------|------------|
| Wastewater Treatment Plant | |
| Pretreatment Permits | \$1,500.00 |
| Compliance Permitting | \$150.00 |
| Compliance Monitoring | \$500.00 |
| <i>(2 times per year)</i> | |
| Inspection Monitoring | \$250.00 |
| Flow | \$0.00 |
| Ammonia Monitoring | \$250.00 |
| BOD Excess Surcharge | Cost +25% |
| TSS Excess Surcharge | Cost +25% |

| | |
|-----------------------------------|---------|
| Punch Under Driveways/Mole | |
| Inside | \$30/ft |
| Outside | \$60/ft |

| | |
|------------------------------|-------------|
| Water/Sewer Extension | |
| Water Pipe below 1 inch pipe | \$40/ft |
| Water Pipe above 1 inch pipe | Cost + 25 % |
| Hydrants | Cost |
| Valve and Box | \$1,000.00 |

| | |
|--|--------|
| Water & Sewer Availability Survey | \$0.00 |
|--|--------|

|  City of Claremont Water & Sewer Usage Rates | Current Base | Current Per 1000 | New Base | New Per 1000 |
|--|-----------------|---------------------|-------------|--------------------|
| Residential Water Rates | | | | |
| 3/4" Meter | \$10.00 | \$2.80 | \$12.00 | \$2.88 |
| 3/4" Meter Outside | \$20.00 | \$5.60 | \$24.00 | \$5.77 |
| Residential Sewer Rates | | | | |
| 3/4" Meter | \$17.00 | \$4.20 | \$18.00 | \$4.33 |
| 3/4" Meter Outside | \$34.00 | \$8.40 | \$36.00 | \$8.65 |
| Inside Commercial & Industrial Water Rates | | | | |
| 3/4 " Meter | \$12.00 | \$3.70 | \$13.00 | \$3.85 |
| 1" Meter | \$18.00 | \$3.70 | \$19.00 | \$3.85 |
| 1 1/2" Meter | \$36.00 | \$3.70 | \$38.00 | \$3.85 |
| 2" Meter | \$60.00 | \$3.70 | \$62.00 | \$3.85 |
| 3" Meter | \$108.00 | \$3.70 | \$110.00 | \$3.85 |
| 4" Meter | \$204.00 | \$3.70 | \$206.00 | \$3.85 |
| 6" Meter | \$252.00 | \$3.70 | \$260.00 | \$3.85 |
| Outside Commercial & Industrial Water Rates | | | | |
| 3/4 " Meter | \$24.00 | \$7.40 | \$26.00 | \$7.70 |
| 1" Meter | \$36.00 | \$7.40 | \$38.00 | \$7.70 |
| 1 1/2" Meter | \$72.00 | \$7.40 | \$76.00 | \$7.70 |
| 2" Meter | \$120.00 | \$7.40 | \$124.00 | \$7.70 |
| 3" Meter | \$216.00 | \$7.40 | \$220.00 | \$7.70 |
| 4" Meter | \$408.00 | \$7.40 | \$412.00 | \$7.70 |
| 6" Meter | \$504.00 | \$7.40 | \$520.00 | \$7.70 |
| Inside Commercial & Industrial Sewer Rates | | | | |
| 3/4 " Meter | \$19.00 | \$6.00 | \$20.00 | \$6.25 |
| 1" Meter | \$28.50 | \$6.00 | \$30.00 | \$6.25 |
| 1 1/2" Meter | \$57.00 | \$6.00 | \$58.00 | \$6.25 |
| 2" Meter | \$76.00 | \$6.00 | \$78.00 | \$6.25 |
| 3" Meter | \$95.00 | \$6.00 | \$98.00 | \$6.25 |
| 4" Meter | \$114.00 | \$6.00 | \$120.00 | \$6.25 |
| 6" Meter | \$133.00 | \$6.00 | \$138.00 | \$6.25 |
| Outside Commercial & Industrial Sewer Rates | | | | |
| 1" Meter | \$57.00 | \$12.00 | \$60.00 | \$12.50 |
| 2" Meter | \$152.00 | \$12.00 | \$156.00 | \$12.50 |
| 4" Meter | \$228.00 | \$12.00 | \$240.00 | \$12.50 |



CITY OF CLAREMONT GENERAL FUND CAPITAL IMPROVEMENT PLAN 2014-2018



City of Claremont
General Fund
2014-2018 Capital Improvement Plan Summary

= Committed

| DEPT | DESCRIPTION | 2014 | Fund Balance | Debt | 2015 | 2016 | 2017 | 2018 | Future | Total |
|-----------|----------------------------------|---------|--------------|------|---------|---------|--------|---------|-----------|-----------|
| Police | Radar Replacement | 3,600 | | | 2,400 | 2,400 | 2,400 | 2,400 | | 13,200 |
| Pub Works | Signs | 5,000 | | | | | | | | 5,000 |
| Police | 800 MHz Radio Upgrades | 6,400 | - | | 12,000 | 12,000 | 6,000 | | | 36,400 |
| Fire | SCBA Bottle Replacement | 7,200 | | | | | | | | 7,200 |
| Fire | 800 MHz Radio Upgrades | 9,675 | | | | | | | | 9,675 |
| Parks | Tables & Master Plan | 18,000 | | | 35,050 | | | | | 53,050 |
| Admin | City Hall Renovations | 25,500 | | | | | | | | 25,500 |
| Police | Vehicle Replacement | 88,974 | | | | 80,318 | 36,759 | 73,518 | | 279,569 |
| Police | Digital Ally Camera Systems | | | | 6,500 | | | 5,000 | | 11,500 |
| Pub Works | Mowers | | | | 9,800 | | 9,800 | | | 19,600 |
| Pub Works | Vehicle Replacement | | | | 25,000 | 65,000 | | | | 90,000 |
| Police | Building Project Phase 3 | | | | 75,000 | 25,000 | | | | 100,000 |
| Fire | Rescue Engine Replacement | | | | 475,000 | | | | | 475,000 |
| Pub Works | Chipper Replacement | | | | | 30,000 | | | | 30,000 |
| Fire | Resurface Bay Floors | | | | | 42,000 | | | | 42,000 |
| Fire | Vehicle Replacement | | | | | 45,000 | | | | 45,000 |
| Admin | Laserfiche Software | | | | | | 9,000 | | | 9,000 |
| Admin | Fleet Vehicle Replacement | | | | | | | 20,000 | | 20,000 |
| Parks | Greenway Trail | | | | | | | 87,500 | | 87,500 |
| Parks | Francis Sigman Park Improvements | | | | | | | 145,000 | | 145,000 |
| Fire | District Station #2 | | | | | | | 350,000 | | 350,000 |
| Pub Works | Public Works Facility Expansion | | | | | | | 650,000 | | 650,000 |
| | | 164,349 | - | - | 640,750 | 301,718 | 63,959 | 78,518 | 1,252,500 | 2,504,194 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|-------------------------------------|
| Project Title: Street Sign Replacement | Department : Public Works |
|--|-------------------------------------|

| | |
|---|--|
| Description: In order to comply with the recent changes to the Federal Manual on Uniform Traffic Control Devices all City owned streets signs must be replaced with high reflectivity signs by the end of 2015. These new signs are made with high reflective tape that drastically increases the visibility of the signs. This project will be the final of a three year replacement project. | Total Project Cost: <p style="text-align: center;">\$5,000</p> Estimated Impact on Operating Budget: |
|---|--|

| Project Status | |
|------------------------|----------------|
| Total Appropriations | \$10,000 |
| Total Expenditures | \$10,000 |
| Project Balance | \$5,000 |

| Request Type | |
|--------------|--------------|
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|----------------|------|------|------|------|--------|----------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$5,000 | | | | | | \$5,000 |
| TOTAL | \$5,000 | | | | | | \$5,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|-----------------------------|
| Project Title: SCBA Bottle Replacement | Department : Fire |
|--|-----------------------------|

| | |
|--|--|
| Description: Replace (8) SCBA bottles that have reached the end of their useful life and must be removed from service. These bottles are used on SCBA air packs and have a maximum life of 15 years. Each bottle cost is \$900. | Total Project Cost: <p style="text-align: center;">\$7,200</p> Estimated Impact on Operating Budget: |
|--|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|---------|------|------|------|------|--------|---------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$7,200 | | | | | | \$7,200 |
| TOTAL | \$7,200 | | | | | | \$7,200 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|-----------------------------|
| Project Title: 800 MHz Radios | Department : Fire |
|---|-----------------------------|

| | |
|--|---|
| Description: We would like to continue to acquire additional 800 MHz radios. We plan to pursue grants for a portion of the costs; however we should set aside funds to purchase annually as we pursue grants. (3) Walkie-talkies with speaker mic's \$3,225 each. | Total Project Cost: <p style="text-align: center;">\$9,675</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|----------------|------|------|------|------|--------|----------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$9,675 | | | | | | \$9,675 |
| TOTAL | \$9,675 | | | | | | \$9,675 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: Parks Master Plan | Department : Parks & Recreation |
|--|---|

| | |
|---|--|
| Description: In order to gauge community input and provide a long term development and redevelopment plan for the City Park, this project would holistically plan for park improvements. The master plan will provide a road map for future improvements for the park along with fully developed budgets for grant and budget purposes. This initial project will also replace all of the remaining picnic tables in the park. | Total Project Cost: <p style="text-align: center;">\$18,000</p> Estimated Impact on Operating Budget: |
|---|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|-----------------|------|------|------|------|--------|-----------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$18,000 | | | | | | \$18,000 |
| TOTAL | \$18,000 | | | | | | \$18,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---------------------------------------|
| Project Title: City Hall Renovations | Department : Administration |
|--|---------------------------------------|

| | |
|---|---|
| Description: The City Hall building was completed in 2000 and is now 12 years old. This project would replace some high traffic doors, carpet in the office areas, repaint all interior walls, and rework the payment window and entrance to the office area. In addition to the interior up fits the exterior drop roof will need to have new shingles installed. | Total Project Cost: <p style="text-align: center;">\$25,500</p> Estimated Impact on Operating Budget: |
|---|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|-----------------|------|------|------|------|--------|-----------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$25,500 | | | | | | \$25,500 |
| TOTAL | \$25,500 | | | | | | \$25,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: Patrol Vehicle Replacement | Department : Police Department |
| Description: The Claremont Police Department will be making plans to replace the patrol vehicles as needed in reference to high mileage and length of service. The starting price of the new vehicle will be around \$29,246.00. The items needed inside and outside the vehicle are Jotto Desk Console and Computer Mount, Faceplate 12v DC Outlets, Stream light SL-20xled Flashlights, Setina 10RP Security Screen upper and lower Panels, XT3 Surface Mount LED Lights, License Plate Bracket, Pocket Jet 6 Plus Printers and Adapters with USB Cables, Printer Mount Arm Rest, Wire and Fuse, State Registration Taxes, Vehicle Striping, 800 MHz mobile and Walkies, and a Whelen SX Liberty LED Light bar. The items are priced at \$10,659.00 for each vehicle. | |
| Total Project Cost: <p style="text-align: center;">\$279,569</p> | |
| Estimated Impact on Operating Budget: | |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|----------|------------------------|------|------------------------|-----------------------|------------------------|--------|------------|
| Expenses | 2 Vehicles \$44,487 | None | 2 Vehicles \$80,318 | 1 Vehicle \$36,759 | 2 Vehicles \$36,759 | | 7 Vehicles |
| | \$88,974 | \$0 | \$80,318 | \$36,759 | \$73,518 | | \$279,569 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: Digital Ally Camera Systems | Department : Police Department |
|--|--|

| | |
|--|---|
| <p>Description:</p> <p>The Claremont Police Department will need to continue the purchase of Digital Ally Camera Systems. The Police Department has purchased 9 Camera Systems as of December 2012. The Police Department needs 10 Camera Systems total to complete all the patrol vehicles including Chief, Captain, Fulltime and Part-time vehicles. The Digital Ally Camera Systems are the DVM-500+'s which are priced at \$5,000.00 each. The wireless up loader would be purchased after the replacement of all Camera Systems which make it easier to up load the video into the computer for storage. The price of the wireless up loader is \$500.00 per each vehicle and \$1,000.00 for the system connection inside the Police Department Building. The Camera Systems are needed for all Police Department Patrol Units to assist with investigation and liabilities which would save the City of Claremont with time and money in the long run.</p> | <p>Total Project Cost:</p> <p style="text-align: center;">\$16,500</p> |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|--------------|------|----------------|------------|------------|----------------|--------|-----------------|
| Expenses | | 1 Wireless | None | None | 1 Camera | | 2 Cameras |
| Plan/design | | \$1000 | | | System | | 1 Wireless |
| Materials/ | | Cars | | | \$5,000 | | Cars |
| Labor | | \$5,500 | | | | | |
| TOTAL | | \$6,500 | \$0 | \$0 | \$5,000 | | \$16,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|-------------------------------------|
| Project Title: Mowers | Department : Public Works |
| Description: The Public Works Department currently operates a fleet of four zero turn lawn mowers to maintain all City property and rights of ways. Two of these mowers are 2011 models while the other two mowers are 2006 and 2007 models. These mowers are operated over 40 hours a week thru the mowing season and wear out after 6-7 years of service. This project sets a replacement program for these mowers to keep the City maintenance costs low and operations moving. | |
| Total Project Cost: <p style="text-align: center;">\$19,600</p> Estimated Impact on Operating Budget: | |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|---------|------|---------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | \$9,800 | | \$9,800 | | | \$19,600 |
| TOTAL | | \$9,800 | | \$9,800 | | | \$19,600 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|-------------------------------------|
| Project Title: Fleet Vehicle Replacement | Department : Public Works |
|--|-------------------------------------|

| | |
|---|---|
| <p>Description:</p> <p>The Public Works Department currently operates five vehicles; this project would replace two of the older more heavily used pickup trucks and the dump truck used for street maintenance. The pickup trucks are a 2000 model Ford F-150 with over 100,000 miles and a 2002 model Chevy 6500 dump truck with over 25,000 miles. The replacement pickup trucks will both be smaller trucks suited for in town, on road use and the dump truck will be a smaller truck on a 4500 or 5500 chassis with an interchangeable bed system to increase productivity. This project includes outfitting the vehicles and spreads the cost over two budget years.</p> | <p>Total Project Cost: \$90,000</p> <p>Estimated Impact on Operating Budget:</p> |
|---|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2017 | Future | Total |
|---------------------|------|----------|----------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | \$25,000 | \$65,000 | | | | \$90,000 |
| TOTAL | | \$25,000 | \$65,000 | | | | \$90,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: Rescue Engine Replacement | Department : Fire Department |
|--|--|

| | |
|--|---|
| <p>Description:</p> <p>This project would replace a 1987 Ford Service Truck and 1991 Pumper with one new piece of apparatus. The fire department won the service truck at no cost to the city in 1987. This truck has functioned as a support vehicle which supplied scene lighting, breathing air refill station and carries multiple equipment items that cannot be carried on an engine. With the systems and equipment that is carried on this vehicle it is over the weight limit (GVW) of 10,000. The air conditioner has been inoperable for five years. The gas generator at times is hard to start and has been repaired several times. The 1991 pumper is now 22 years old and has served its useful life as a front line pumper for the department. This new apparatus will feature a pump layout identical to the other two pumpers and the ladder truck for ease of training and familiarly for members. The new apparatus will also combine the functions found on the service truck and a traditional pumper into one unit. This will allow easier fire ground operations and ensure that vital fire needs such as lights and air refilling are carried on a front line pumper.</p> | <p>Total Project Cost:</p> <p style="text-align: center;">475,000</p> <p>Estimated Impact on Operating Budget:</p> |
|--|---|

| | |
|------------------------|--|
| Project Status as of | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|-----------|------|------|------|--------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | \$475,000 | | | | | \$475,000 |
| TOTAL | | \$475,000 | | | | | \$475,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|-------------------------------------|
| Project Title: Chipper Replacement | Department : Public Works |
|--|-------------------------------------|

| | |
|--|---|
| Description: The Public Works Department currently operates a 1997 Altec limb chipper to pick up limbs in the City. This trailer mounted limb chipper has been used twice a week since it was purchased in 1997. The chipper is beginning to have maintenance and reliability issues. The City only owns one chipper and when the chipper is down for maintenance the limb collection service is hampered. This project would purchase a new safer limb chipper and keep the old chipper for a backup or for assistance on larger jobs or heavy service days. | Total Project Cost: <p style="text-align: center;">\$30,000</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|----------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | \$30,000 | | | | \$30,000 |
| TOTAL | | | \$30,000 | | | | \$30,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: Resurface Bay Floor | Department : Fire Department |
|--|--|

| | |
|--|---|
| Description: When the station was built the architect stated the floor would need to be recoated every 3 years. The floor is 13 years old and has had no maintenance, the product we are considering would last an additional 10 years with no maintenance. | Total Project Cost: <p style="text-align: center;">\$42,000</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status as of | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|----------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | \$42,000 | | | | \$42,000 |
| TOTAL | | | \$42,000 | | | | \$42,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: Replacement of Fire Chief's Vehicle | Department : Fire Department |
|--|--|

| | |
|---|---|
| Description: During this budget year we would like to replace the fire chief's vehicle, which should have approximately 100,000 miles based on the past history. When a vehicle is drove routinely in a small city there is frequently stop and go, as well as more wear on the chassis from constantly turning. We believe this would be the useful life of this type of vehicle. Normally as the mileage and age increase the maintenance cost outweigh replacement. | Total Project Cost: <p style="text-align: center;">\$45,000</p> Estimated Impact on Operating Budget: |
|---|---|

| Project Status | |
|------------------------|--|
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| Request Type | |
|--------------|--------------|
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|----------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | \$45,000 | | | | |
| TOTAL | | | \$45,000 | | | | \$45,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---------------------------------------|
| Project Title: Laserfiche Scanning Software | Department : Administration |
|---|---------------------------------------|

| | |
|---|--|
| Description: This software package will comply with all state and federal public records laws for the electronic filing of archive documents and all future documents. The software package will allow the City to archive all documents in a searchable database and have the ability to send specific documents files to the website for public searches, like minutes, and meeting agendas. | Total Project Cost: <p style="text-align: center;">\$9,000</p> Estimated Impact on Operating Budget: |
|---|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|---------|------|--------|---------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | \$9,000 | | | \$9,000 |
| TOTAL | | | | \$9,000 | | | \$9,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---------------------------------------|
| Project Title: Fleet Vehicle Replacement | Department : Administration |
|--|---------------------------------------|

| | |
|---|--|
| Description: The City Hall currently operates two fleet vehicles. One for the City Manager and one for general use. This project would surplus the City Van and apply the earnings towards a more fuel-efficient vehicle that will be better used for City business. | Total Project Cost: <p style="text-align: center;">\$20,000</p> Estimated Impact on Operating Budget: |
|---|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|----------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | \$20,000 | \$20,000 |
| TOTAL | | | | | | \$20,000 | \$20,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|------------------------------|
| Project Title: Greenway Trail | Department : Parks |
|---|------------------------------|

| | |
|--|--|
| Description: This project would construct a greenway trail along one of the City owned sewer outfall lines and connect two pieces of City sidewalk to create a looped walking path on the South side of the City. | Total Project Cost: \$87,500 |
| | Estimated Impact on Operating Budget: |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|----------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | \$87,500 | \$87,500 |
| TOTAL | | | | | | \$87,500 | \$87,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|------------------------------|
| Project Title: Francis Sigman Park Improvements | Department : Parks |
|---|------------------------------|

| | |
|--|---|
| Description: This project would allow for the construction of an additional baseball field, restrooms, football field upgrades, parking lot upgrades, signage, walk trails, sidewalks, stairs and a green way trail at Francis Sigman Park. The City hopes to secure grant funds to help with this project. | Total Project Cost: <p style="text-align: center;">\$145,000</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | \$145,000 | \$145,000 |
| TOTAL | | | | | | \$145,000 | \$145,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|--|
| Project Title: District Station | Department : Fire Department |
|---|--|

| | |
|---|---|
| <p>Description:</p> <p>As the district population expands we need to plan on an out station to serve this area in the future. The city can only expand to the east and south as the boundaries are now. Ten years ago the area to the south near Highway 10 was designated as the best location. Another factor to consider would be if Catawba County locates a new EMS base in this area this could be a joint venture as they have done with other fire stations. This station would cover an area of our district that is five to six miles from our present location. There is a potential for growth in this are due the large open agriculture spaces.</p> <p>This item will be listed in the future column for this year.</p> | <p>Total Project Cost:</p> <p style="text-align: center;">\$350,000</p> <p>Estimated Impact on Operating Budget:</p> |
|---|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | | |
| TOTAL | | | | | | \$350,000 | \$350,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|--|
| Project Title: Public Works Facility Expansion | Department : Public Works |
| Description: The current public works facility built in the 1960's is becoming outgrown due to the expansion of services and the size of the City fleet. The current facility does not provide for storage of all the city equipment or inventory. The current facility is also undersized in terms of office and restroom space. A new facility of expansion will provide for all equipment to be stored under roof and expanded offices, mechanic areas and inventory storage. | Total Project Cost: \$650,000 Estimated Impact on Operating Budget: |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | \$650,000 | \$650,000 |
| TOTAL | | | | | | \$650,000 | \$650,000 |



CITY OF CLAREMONT WATER & SEWER FUND CAPITAL IMPROVEMENT PLAN 2014-2018



City of Claremont
Water & Sewer Fund
2014-2018 Capital Improvement Plan Summary

= Committed

| DEPT | DESCRIPTION | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|-------------|-------------------------------------|--------|---------|--------|--------|--------|-----------|-----------|
| Water/Sewer | Root Control Program | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | | 40,000 |
| Water/Sewer | Right of Way Mower | 9,800 | | | | 9,800 | | 19,600 |
| Water/Sewer | Sewer Inspection Equipment | 14,700 | | | | | | 14,700 |
| Water/Sewer | Outfall Maintenance Vehicle | 15,500 | | | | | | 15,500 |
| Water/Sewer | Spare Pumps for Lift Stations | 18,500 | | | 18,500 | | | 37,000 |
| Water/Sewer | Mclin Sand Filter Media | | 125,000 | | | | | 125,000 |
| Water/Sewer | McLin Barscreen Replacement | | 10,000 | | | | | 10,000 |
| Water/Sewer | Lift Station Portable Generator | | | 52,000 | | | | 52,000 |
| Water/Sewer | Mclin SCADA Upgrade | | | 25,000 | | | | 25,000 |
| Water/Sewer | Mclin Paving | | | | 32,500 | | | 32,500 |
| Water/Sewer | Sewer Vacuum Truck | | | | | | 325,000 | 325,000 |
| Water/Sewer | McLin Outfall | | | | | | 3,424,304 | 3,424,304 |
| Water/Sewer | North WWTP Transfer to Pump Station | | | | | | 597,500 | 597,500 |
| Water/Sewer | South WWTP Removal | | | | | | 175,000 | 175,000 |
| | | 66,500 | 143,000 | 85,000 | 59,000 | 17,800 | 4,521,804 | 4,893,104 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: Right of Way Mower | Department : Water & Sewer Fund |
| Description: Public Works currently operates four zero turn mowers to keep all city rights of way mowed and clear. This mower is responsible for mainly water and sewer right of way finish mowing. Our sewer operations permit requires that the City keep all outfall lines passible by truck for routine maintenance and without this mower this would not be feasible. This project sets a replacement schedule for this mower. | |
| Total Project Cost: <p style="text-align: center;">\$ 19,600</p> Estimated Impact on Operating Budget: | |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|---------|------|------|------|---------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$9,800 | | | | \$9,800 | | \$19,600 |
| TOTAL | \$9,800 | | | | \$9,800 | | \$19,600 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---|
| Project Title: Sewer Inspection Equipment | Department : Water & Sewer Fund |
|---|---|

| | |
|---|--|
| Description: This project would replace our current sewer inspection camera, with a new model that is capable of digital recording for future use and the ability to track the camera head. This tracking feature allows the crews to pin point the exact location of sewer issues. The project would also replace our sewer locating equipment. This equipment is used for both internal and external locating requests through the NC One Call System. Lastly this project would fund the purchase of a smoke machine for the City, we currently contract this machine through the NC rural water association, however it is better suited to begin a more proactive and routine schedule for testing to locate inflow problems. | Total Project Cost: <p style="text-align: center;">\$ 14,700</p> Estimated Impact on Operating Budget: |
|---|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|-----------------|------|------|------|------|--------|-----------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$14,700 | | | | | | \$14,700 |
| TOTAL | \$14,700 | | | | | | \$14,700 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: Outfall Maintenance Vehicle | Department : Water & Sewer Fund |
|--|---|

| | |
|--|--|
| Description: This vehicle will be used throughout the fleet for various purposes that require off road access. The City owns and maintains over 23 miles of sewer rights of way that require monthly inspections and maintenance. The use of an all terrain vehicle will reduce wear and tear on other trucks as well as increase ease of access for public works. This vehicle will be equipped with emergency lights and a radio and be ready for use day or night. | Total Project Cost: \$ 15,500 |
| | Estimated Impact on Operating Budget: \$200 |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|----------|------|------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$15,500 | | | | | | \$15,500 |
| TOTAL | \$15,500 | | | | | | \$15,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: Spare Pumps for Lift Stations | Department : Water & Sewer Fund |
| Description: Some of the lift stations have no spare pumps. NC 2T Rules require spare pumps for all lift stations to minimize downtime in the event of necessary repairs. The Pumps are German pumps and the parts are hard to acquire so spare pumps would greatly help in times of repair. Pumps Needed: Rest Area: \$12,000 Mom & Pops: \$10,000 School: \$10,000 Cargo: \$6,000 | |
| Total Project Cost: \$37,000 Estimated Impact on Operating Budget: | |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|----------|------|------|----------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | \$18,500 | | | \$18,500 | | | \$37,000 |
| TOTAL | \$18,500 | | | \$18,500 | | | \$37,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|--|
| Project Title: McLin WWTP Sand Filter Media | Department : Water & Sewer Fund |
| Description: The project will consist of removal of the old filter media and replacing it with new media. This must be done on regular intervals to ensure proper operation of sand filters. Media becomes worn and consumed over time. | Total Project Cost: \$125,000 Estimated Impact on Operating Budget: |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|-----------|------|------|------|--------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | \$125,000 | | | | | \$125,000 |
| TOTAL | | \$125,000 | | | | | \$125,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: McLin WWTP Barscreen Chain | Department : Water & Sewer Fund |
|--|---|

| | |
|--|--|
| Description: The Barscreen chain is developing holes on the back side of the chain which is creating weak spots in the chain. | Total Project Cost: \$10,000 |
| | Estimated Impact on Operating Budget: |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|----------|------|------|------|--------|-------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | \$10,000 | | | | | |
| TOTAL | | \$10,000 | | | | | |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: Portable Emergency Generator | Department : Water & Sewer Fund |
| Description: Some of the Lift Stations would greatly benefit from a Portable Emergency Generator that could be moved from station to station in the event of power failure to help avoid overflows. Portable Generator: \$40,000 Manual Transfer Switch & Plug for 3 Lift Stations:\$12,000 | |
| Total Project Cost: <p style="text-align: center;">\$52,000</p> Estimated Impact on Operating Budget: | |

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|----------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | \$52,000 | | | \$52,000 |
| TOTAL | | | | \$52,000 | | | \$52,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---|
| Project Title: McLin WWTP SCADA and Computer upgrade | Department : Water & Sewer Fund |
|---|---|

| | |
|--|---|
| Description: The plant would greatly benefit from some SCADA additions to help improve plant performance. | Total Project Cost: <p style="text-align: center;">\$25,000</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|----------|------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | \$25,000 | | | | \$25,000 |
| TOTAL | | | \$25,000 | | | | \$25,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---------------------------------------|---|
| Project Title: McLin Paving | Department : Water & Sewer Fund |
|---------------------------------------|---|

| | |
|--|---|
| Description: The asphalt has large cracks in different sections. The cracks will begin breaking up into chunks due to freezing and thawing out during the winter months. The project would consist of resurfacing approximately 24,032 square feet of asphalt at the plant. | Total Project Cost: <p style="text-align: center;">\$ 32,500</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|----------|------|--------|----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | \$32,500 | | | \$32,500 |
| TOTAL | | | | \$32,500 | | | \$32,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---|
| Project Title: Sewer Vacuum Truck | Department : Water & Sewer Fund |
|---|---|

| | |
|---|--|
| Description: The Public Works department currently operates a 1997 model year trailer mounted sewer jetter. This jetter while still in good working order is limited in its capacity to fully clean sewer lines. This new truck will be capable of both sewer jetting and sewer vacuum work. The vacuum is essential for the full removal of blockages and grit after the jetting process. It will also provide the capability to vacuum out the Cities pump stations for maintenance and cleaning. Overall this truck will expand the Cities capability to maintain its 25 miles of sewer collection lines and 5 pump stations. | Total Project Cost: \$325,000 Estimated Impact on Operating Budget: |
|---|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| X | New |
| | Continuation |

| Project | 2013 | 2014 | 2015 | 2016 | 2017 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | \$325,000 | \$325,000 |
| TOTAL | | | | | | \$325,000 | \$325,000 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---|
| Project Title: McLin Outfall Line | Department : Water & Sewer Fund |
|---|---|

| | |
|--|--|
| <p>Description:</p> <p>Currently the City operates two wastewater treatment plants capable of treating 400,000 gallons of waste water per day. As the City expands and grows this capacity will need to be increased to handle future growth and industry. The City has begun working with Catawba County and the City of Hickory on plans to build an outfall line from the McLin Waste Water Treatment plant to a new wastewater treatment plant in the Town of Catawba that would be capable of treating 3 million gallons of wastewater per day. In order for the City to expand treatment capacity this new outfall line would provide the highest return on investment when compared to building a new waste water plant or expanding one of the current facilities.</p> | <p>Total Project Cost:</p> <p style="text-align: center;">\$ 3,424,304</p> <p>Estimated Impact on Operating Budget:</p> |
|--|--|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-------------|-------------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | | |
| TOTAL | | | | | | \$3,424,304 | \$3,424,304 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|--|---|
| Project Title: North WWTP transfer to a pump station | Department : Water & Sewer Fund |
|--|---|

| | |
|--|---|
| Description: Currently the North plant is capable of treating 100,000 gallons of waste water per day in two separate facilities. One side of the plant can handle 40,000 gallons per day while the other side can handle 60,000 gallons per day. As the City expands and grows this capacity will need to be increased to handle future growth and industry. The City has begun working with Catawba County and the City of Hickory on plans to build an outfall line from the McLin Waste Water Treatment plant to a new wastewater treatment plant in the Town of Catawba that would be capable of treating 3 million gallons of wastewater per day. In order for the City to expand treatment capacity this new outfall line would provide the highest return on investment when compared to building a new waste water plant or expanding one of the current facilities. This project would close the North plant and pump the flow from the current site and tie into the current outfall line to the McLin Plant and then through the new outfall line to the new plant in the Town of Catawba. | Total Project Cost: <p style="text-align: center;">\$ 597,500</p> Estimated Impact on Operating Budget: |
|--|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | | |
| TOTAL | | | | | | \$597,500 | \$597,500 |



City of Claremont Capital Improvements

FY 2014-Future Capital Projects Detail

| | |
|---|---|
| Project Title: South WWTP Removal | Department : Water & Sewer Fund |
|---|---|

| | |
|---|---|
| Description: The City still owns an old wastewater treatment plant that has not been in use since the early 1990's. This plant served the South side of the City until the Mclin WWTP was constructed. A permit to operate the plant has not been kept active and the plant is in a high state of disrepair. This project would remove the old plant and remove the liability of the plant from the City. The property could then be sold or reused for other city business. | Total Project Cost: <p style="text-align: center;">\$ 175,000</p> Estimated Impact on Operating Budget: |
|---|---|

| | |
|------------------------|--|
| Project Status | |
| Total Appropriations | |
| Total Expenditures | |
| Project Balance | |

| | |
|--------------|--------------|
| Request Type | |
| | New |
| X | Continuation |

| Project | 2014 | 2015 | 2016 | 2017 | 2018 | Future | Total |
|---------------------|------|------|------|------|------|-----------|-----------|
| Expenses | | | | | | | |
| Plan/design | | | | | | | |
| Materials/ Labor | | | | | | | |
| TOTAL | | | | | | \$175,000 | \$175,000 |

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Adopt Fiscal Year 2014 Budget Ordinance

North Carolina General Statutes require that the City adopt a budget no later than June 30th of each calendar year for the coming Fiscal Year.

The proposed budget for Fiscal Year 2014 holds the tax rate at \$0.46 tax rate per \$100 of assessed valuation for the eight year in a row. The proposed budget totals \$2,496,578, which represents an increase of 5.3% from Fiscal Year 2013. The proposed budget does recommend a 3% increase in water and sewer rates.

Recommendation: Adopt the Fiscal Year 2014 Budget Ordinance

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 14-12

AN ORDINANCE OF THE CITY OF CLAREMONT ADOPTING THE CLAREMONT
MUNICIPAL BUDGET FOR FISCAL YEAR 2014

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS
FOLLOWS:

Section 1: It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2032 and ending June 30th 2014.

| | |
|------------------------|--------------------|
| Ad Valorem Taxes | \$1,932,378 |
| Occupancy Tax | \$8,500 |
| Grants & Investments | \$2,000 |
| Utility Franchise Fees | \$217,000 |
| Sales Tax | \$235,100 |
| Fund Balance | \$48,000 |
| State Shared Revenues | \$29,700 |
| Fees | \$13,900 |
| Miscellaneous | \$10,000 |
| Total | \$2,496,578 |

Section 2: The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the Fiscal Year beginning July 1st 2013, and ending June 30th 2014, in accordance with the chart of accounts heretofore established for the City.

| | |
|----------------------|--------------------|
| City Council | \$68,970 |
| Economic Development | \$30,000 |
| Administration | \$422,199 |
| Police | \$825,279 |
| Fire | \$318,269 |
| Public Works | \$541,641 |
| Recreation | \$93,250 |
| Planning | \$29,150 |
| Library | \$20,300 |
| Debt Service | \$147,520 |
| Total | \$2,496,578 |

Section 3: It is estimated that the following revenues will be available in the Water and Sewer Fund for the Fiscal Year Beginning July 1st 2013 and ending June 30th 2014:

| | |
|------------------------------|--------------------|
| Charges for Utilities | \$1,057,987 |
| Other Charges | \$111,900 |
| Capital Reserve Fund Balance | \$175,000 |
| Total | \$1,334,887 |

Section 4: The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|-------------------------|--------------------|
| Water Treatment | \$210,475 |
| Water Maintenance | \$321,690 |
| Waste Water Treatment | \$537,764 |
| Waste Water Maintenance | \$122,500 |
| Debt Service | \$152,458 |
| Total | \$1,334,887 |

Section 5: It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal Year Beginning July 1st 2012 and ending June 30th 2013:

| | |
|--------------------------|-----------------|
| Powell Bill Distribution | \$43,000 |
| Total | \$43,000 |

Section 6: The following amounts are hereby appropriated in the Powell Bill Fund for the maintenance of city streets for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|------------------------|-----------------|
| Powell Bill Operations | \$43,000 |
| Total | \$43,000 |

Section 7: It is estimated that the following revenues will be available in the PJ Stanley Fund for the Fiscal Year Beginning July 1st 2012 and ending June 30th 2013:

| | |
|----------------------------|----------------|
| Contributions | \$2,500 |
| Transfer from General Fund | \$4,200 |
| Total | \$6,700 |

Section 8: The following amounts are hereby appropriated in the PJ Stanley Fund for the memorial scholarships and fundraising for the Fiscal Year beginning July 1st 2013 and ending June 30th 2014, in accordance with the chart of accounts heretofore established for this city.

| | |
|--------------|---------|
| Scholarships | \$2,500 |
|--------------|---------|

| | |
|---------------------|----------------|
| Department Supplies | \$4,200 |
| Total | \$6,700 |

Section 9: The operating funds encumbered on the financial records of June 30th 2013 are hereby re-appropriated into this budget.

Section 10: There is hereby levied a tax at the rate of forty six cents (\$.46) per one hundred (\$100) valuation of property as listed for taxes as of January 1st 2013, for the purpose of raising the revenue listed as “Ad Valorem Taxes” in the General Fund in Section 1 of this ordinance.

Section 11: The corresponding FY 2013-2014-Schedule of Fees is approved with the adoption of this Annual Budget Ordinance. The FY 2014 Schedule of Fees is attached as Attachment A to this Ordinance.

Section 12: The City Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

- A. He may transfer amounts between line-item expenditures and between departments without limitation as believed to be necessary and prudent. He must make an official report on such transfers at the next regular meeting of the governing board
- B. He may transfer amounts up to \$5,000 between functional areas including contingency appropriations, within the same fund. He must make an official report on such transfers at the next regular meeting of the governing board
- C. He may not transfer any amounts between funds, except as approved by the Governing Board in the Annual Budget Ordinance as amended.

Section 13: Copies of the Annual Budget ordinance shall be furnished to the City Clerk, to the Governing Board and to the City Manager and Finance Director to be kept on file by them for the direction in the disbursement of funds.

INTRODUCED at the regular meeting of the City Council of the City of Claremont on June 3, 2013.

ADOPTED at the regular meeting of the City Council of the City of Claremont on June 3, 2013.

MAYOR David Morrow

ATTEST:

Doug Barrick, City Clerk

APPROVED AS TO FORM:

Bob Grant, City Attorney

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REQUEST FOR COUNCIL ACTION

Date of Meeting: **June 3, 2013**

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve FY 13 Audit Contract

North Carolina General Statutes require that the City Council Select and Approve a Certified Public Accountant as soon as possible after the close of each fiscal year to audited all accounts. The auditor shall be selected by and shall report directly to the governing board.

Staff has worked with Bowman, Pegg & Starr C.P.A.'s for the past six fiscal years, however they are no longer providing audit services. Due to the late notice of this change staff has worked with Martin Starnes & Associates CPAs, of Hickory to perform this work. Martin Starnes is recognized across the state as they preform over 100 local government audits each year. They will also to perform a Certified Annual Financial Report (CAFR) to go along with the Audit.

Recommendation: Approve Martin Starnes & Associates CPAs as the auditor for the FY 13 Budget accounts and approve the contract.

MARTIN ♦ STARNES & ASSOCIATES, CPAs, P.A.

"A Professional Association of Certified Public Accountants and Management Consultants"

May 20, 2013

City of Claremont
Attn: Doug Barrick, City Manager
3288 East Main Street
Claremont, NC 28610

Dear Mr. Barrick:

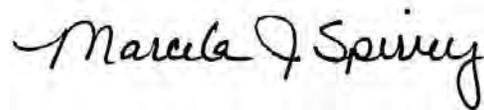
Thank you for the opportunity to propose on the audit of the financial statements of the City of Claremont. We appreciate the confidence that you have shown in our firm by asking us to bid on the audit.

Our fees for the next three years are listed below. Please note that the fees below will be increased by \$1,500 in any year that a Single Audit is required. Our fees include providing a searchable PDF of the report (on CD).

| | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> |
|---|------------------|------------------|------------------|
| Base Financial audit - City of Claremont (includes personnel costs, travel and on-site work) | \$ 13,600 | \$ 13,975 | \$ 14,280 |
| Financial Statement preparation | 2,400 | 2,475 | 2,520 |
| Extra audit service (\$65-250 per hour) | - | - | - |
| Other (none) | - | - | - |
| Total | <u>\$ 16,000</u> | <u>\$ 16,450</u> | <u>\$ 16,800</u> |

Please call me at (828) 327-2727 x308 or email me at mspivey@martinstarnes.com if you need additional information.

Sincerely,



Marcela J. Spivey, CPA
Partner

CONTRACT TO AUDIT ACCOUNTS
 Of City of Claremont, NC
 Governmental Unit

On this 20th day of May, 2013, Martin Starnes & Associates, CPAs, P.A.
 Auditor
730 13th Avenue Drive SE, Hickory, NC
 Mailing Address

_____ , hereinafter referred to as
 the Auditor, and City Council of City of Claremont, NC, hereinafter referred
 Governing Board Governmental Unit
 to as the Governmental Unit, agree as follows:

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit for the period beginning July 1, 2012, and ending June 30, 2013. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate discretely presented component units, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 and the State Single Audit Implementation Act, the auditor shall perform a Single Audit. This audit and all associated workpapers may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the LGC. If the audit and/or workpapers are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners.
3. This contract contemplates an unqualified opinion being rendered. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), or the statements fail to include all disclosures required by GAAP, please provide an explanation for that departure from GAAP in an attachment.
4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, July 2007 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the Local Government Commission prior to the execution of the audit contract. (See Item 22) If the audit firm received a peer review rating other than pass, the auditor shall not contract with any Local Government Units without first contacting the Secretary of the Local Government Commission for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards*, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the SLGFD within four months of fiscal year end. Audit report is due on: October 31, 2013. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the Secretary of the Local Government Commission for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as the systems relate to accountability of funds, adherence to budget requirements, and adherence to law requirements. In addition, the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU 325 of the *AICPA Professional Standards*. The Auditor shall file a copy of that report with the Secretary of the Local Government Commission.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the Local Government Commission. This includes annual or special audits, agreed upon procedures related to Internal Control, bookkeeping or other assistance necessary to prepare the Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the Local Government Commission. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] The process for invoice approval has changed. All invoices for Audit work must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The invoices must be emailed to: lgc.invoices@nctreasurer.com

Email Subject line should read "unit name – invoice. The PDF invoice marked approved with approval date will be returned by email to the Auditor for them to present to the Local Government Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this agreement, the Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the Local Government Commission, the following fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts:

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards] _____

Audit \$13,600 _____

Preparation of the annual financial statements \$2,400 _____

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) auditors may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. **The 75% cap for interim invoice approval for this audit contract is \$ 12,000** _____

10. The auditor working with a local governmental unit that has outstanding revenue bonds will include in the notes to the audited financial statements, whether or not required by the revenue bond documents, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the Local Government Commission simultaneously with the local government's audited financial statements unless otherwise specified in the bond documents.
11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include but not be limited to the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the governmental unit and all of its component units prepared in accordance with generally accepted accounting principles, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the Local Government Commission to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Unit of Government will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed Audit being submitted to the Local Government Commission. The pre-issuance report must accompany the audit report upon submission to the Local Government Commission.
13. The Auditor shall electronically submit the report of audit to the Local Government Commission when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the Local Government Commission, becomes a matter of public record for inspection and review in the offices of the Secretary by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the Local Government Commission. These audited financial statements are used in the preparation of Official Statements for debt offerings (the auditors' opinion is not included), by municipal bond rating services, to fulfill secondary market disclosure requirements of the Securities and Exchange Commission, and other lawful purposes of the government, without subsequent consent of the auditor. If it is determined by the Local Government Commission that corrections need to be made to the unit's financial statements they should be provided within three days of notification unless, another time frame is agreed to by the Local Government Commission.

The Local Government Commission's process for submitting contracts, audit reports and Invoices are subject to change. Auditors should use the submission process in effect at the time of submission.

In addition, if the North Carolina Office of the State Auditor designates certain programs to be audited as major programs, a turnaround document and a representation letter addressed to the State Auditor shall be submitted to the Local Government Commission.

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary prior ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the Local Government Commission, this agreement may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The portal address to upload your amended contract and Letter of explanation documents is <http://nctreasurer.slgfd.leapfile.net> No change shall be effective unless approved by the Secretary of the Local Government Commission, the Governing Board, and the Auditor.

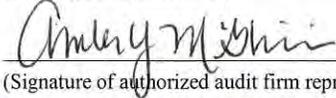
16. Whenever the Auditor uses an engagement letter with the client, Item 17 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 22 of this contract. Engagement letters containing indemnification clauses will not be approved by the Local Government Commission.
17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. A separate contract must be executed for each component unit which is a local government and for which a separate audit report is issued.
19. The contract must be executed, pre-audited, physically signed by all parties and submitted in PDF format including unit and auditor signatures to the Secretary of the Local Government Commission. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net> Electronic signatures are not accepted at this time. **Included with this contract are instructions to submit contracts and invoices for approval as of March 5, 2012. These instructions are subject to change. Please check the NC Treasurer's web site at www.nctreasurer.com for the most recent instructions.**
20. The contract is not valid until it is approved by the Local Government Commission. The staff of the Local Government Commission shall notify the unit and auditor of contract approval by email. The audit should not be started before the contract is approved.
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the Local Government Commission.
22. All of the above paragraphs are understood and shall apply to this agreement, except the following numbered paragraphs shall be deleted: (See Item 16.)
23. **All communications regarding Audit contract requests for modification or official approvals will be sent to the email Addresses provided in the following areas.**

Audit Firm Signature:

Firm Martin Starnes & Associates, CPAs, P.A.

By Amber Y. McGhinnis, Audit Manager

(Please type or print name)



(Signature of authorized audit firm representative)

Email Address of Audit Firm:

amcghinnis@martinstarnes.com

Date May 20, 2013

Unit Signatures:

By David Morrow, Mayor

(Please type or print name and title)

(Signature of Mayor/Chairperson of governing board)

Date _____

Date Governing Body Approved Audit Contract - G.S. 159-34(a)

Unit Signatures (continued):

By N/A

(Chair of Audit Committee- please type or print name)

(Signature of Audit Committee Chairperson)

Date N/A

(If unit has no audit committee, this section should be marked "N/A.")

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

Stephanie Corn, Finance Officer

Governmental Unit Finance Officer (Please type or print name)

(Signature)

Email Address of Finance Officer

scorn@cityofclaremont.org

Date _____

(Preaudit Certificate must be dated.)



SYSTEM REVIEW REPORT

May 22, 2012

Martin, Starnes & Associates, CPAs, PA and the
Peer Review Committee, North Carolina Association
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA (the firm) in effect for the year ended December 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA, in effect for the year ended December 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin, Starnes & Associates, CPAs, PA has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

Raleigh

4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham

3511 Shannon Road
Suite 100
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro

10 Sanford Road
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve FY 14 WPCOG Planning Services Contract

The City of Claremont proposes to renew our technical planning assistance contract with the WPCOG for Fiscal Year 2014. The only major changes in this year's contract will be the expanded on site hours for the City. Our planner will now hold office hours on Mondays from 1-5pm and Wednesdays from 9am-1pm. This will be reflected in and \$800 increase for travel expenses.

Recommendation: Approve the Contract

AGREEMENT BETWEEN THE
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND
THE CITY OF CLAREMONT
FOR THE PROVISION OF
TECHNICAL PLANNING ASSISTANCE:
JULY 1, 2013 – JUNE 30, 2014

This **AGREEMENT**, entered into on the first day of July, 2013, by and between the Western Piedmont Council of Governments (hereinafter referred to as the “Planning Agency”) and the City of Claremont, North Carolina (hereinafter referred to as the “Local Government”); **WITNESSETH THAT:**

WHEREAS, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provisions of services as described in Attachment A, which is herein made part of this Contract;

WHEREAS, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government and;

WHEREAS, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **Personnel.** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing.** The Local Government will pay for expenses related to conferences, conventions, seminars, local travel, etc. of the personnel when the Local Government requests or approves travel related to the Local Government’s planning program, or if it is beneficial to both parties, the costs will be shared on an agreed-upon ratio. The Local Government will also pay for expenses related to printing of report(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.
3. **Compensation.** That for the purpose of providing funds for carrying out this Contract, the Local Government will pay the Planning Agency a fee not to exceed **\$27,800.00 (twenty-seven thousand eight hundred dollars)** during the period beginning July 1, 2013 and ending June 30, 2014. These fees will be billed in equal monthly payments of **\$ 2,316.67 (two-thousand three hundred sixteen dollars and sixty-seven cents)**.

4. **Termination/Modifications.** The Local Government may terminate the Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.
5. **Time of Performance.** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning July 1, 2013 and ending June 30, 2014.
6. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials.** No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his or her tenure or for one year thereafter, shall have any financial interests, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interests in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
7. **Nondiscrimination Clause.** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Development Act of 1974, Section 109.
8. **Age Discrimination Act of 1975, as amended.** No qualified person shall on the basis age be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives benefits from federal financial assistance.
9. **Section 504, Rehabilitation Act of 1973, as amended.** No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:
CITY OF CLAREMONT

PLANNING AGENCY:
WESTERN PIEDMONT COUNCIL OF GOVTS.

By: _____
Mayor

By: _____
Executive Director

By: _____
City Manager

By: _____
Chairman

Preaudit Statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: _____
Local Government Financial Officer

ATTACHMENT A
CITY OF CLAREMONT
TECHNICAL PLANNING ASSISTANCE:
JULY 1, 2013 – JUNE 30, 2014
WORK PROGRAM / BUDGET

The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Western Piedmont Council of Governments for the City of Claremont. The product(s) of the planning activities shall be:

WORK PROGRAM

1. Code Administration
Assistance in the administration of the City's Zoning Ordinance and Subdivision Regulations will be provided. Planning advice and staff memoranda and recommendations will be provided to the City Council, City Manager, City Attorney, Planning Board, Board of Adjustment and the Watershed Review Board. Some examples of duties include staff administration of zoning permits, rezoning applications and hearings, Board of Adjustment applications and hearings, site plan reviews, and subdivision reviews.

2. Other Duties as Directed by City Manager or City Council
It is understood that priority changes and/or substitutions may be made by the City Manager or City Council as needed to include work in such areas as annexation, extraterritorial zoning, or other planning-related topics, not to exceed the dollar/time/travel amount of this contract.

BUDGET

The contract budget – including all salaries, fringe benefits, travel expenses and indirect costs – totals **\$27,800.00** to be billed in twelve equal payments of **\$2,316.67** starting July 1, 2013.

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve an agreement for Animal Control Services with Catawba County.

The proposed agreement is for a one year term for Animal Control services proved by Catawba County at an annual rate of \$1,200.

The funding required to cover this agreement is budgeted as a part of the Fiscal Year 2014 budget.

Recommendation: Approve the Contract

STATE OF NORTH CAROLINA

COUNTY OF CATAWBA

ANIMAL CONTROL AGREEMENT

This Animal Control agreement is entered into between Catawba County, North Carolina, (hereinafter the "County"); and the City of Claremont, North Carolina (hereinafter the "City") as of the 1st day of July 2013.

WHEREAS, the City desires that the County provide animal control and emergency after hour calls services within the City during the 2013-14 fiscal year; and

WHEREAS, the County desires to provide animal control and emergency animal calls services within the City during the 2013-14 fiscal year; and

WHEREAS, the City desires that the County continue to enforce the County's Ordinance within the jurisdictional limits of the City; and

WHEREAS, the City has, and hereby does, designate the Catawba County Animal Services Manager to be responsible for determining when a dog located within the City is a "Dangerous or Potentially Dangerous Dog" pursuant to Catawba County Ordinance Chapter 6, Sec. 6-3 Definitions and Article VI Sec 6-131 thru 6-135 Dangerous and Potentially Dangerous dogs and

WHEREAS, the County has, and hereby does, designate the Dangerous Dog Appellate Board of the Catawba County, to hear any appeals for a "Dangerous or Potentially Dangerous Dog" determination pursuant to Catawba County Ordinance Sec. 6-132.

NOW THEREFORE, for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereto mutually agree as follows:

1. Designation of Division of Animal Services
 - (i) The City shall and hereby does designate Catawba County's Animal Services Department as its "Office of Animal Control".
 - (ii) An Animal Control Officer employed by the County (hereinafter the "ACO") will respond to emergency and routine animal service calls within the City.
 - (iii) Animal Services shall provide animal control services to the City during the hours of 8:00 am through 5:00 pm, Monday through Friday.

- (iv) The scheduled on-call ACO will respond to emergency after hour calls as described below:

- Animal Bites
- Injured Animals
- Possible Rabies Exposures
- Animal Attacks
- Aggressive Animals
- Dangerous and/or Potentially dangerous Dogs

2. Catawba County Animal Services

- (i) During the hours of 8:00 am through 5:00 pm, Monday through Friday the ACO will respond to all routine and emergency animal services calls related to animals located within the City.
- (ii) All service calls received and/or responded to on behalf of the City under this Agreement will be handled in accordance to the County's Animal Services' Ordinance and policies developed by Catawba County Animal Services.
- (iii) The County Animal Shelter will receive animal service calls during the hours of 8:00 am through 6:00 pm, Monday through Friday. All emergency calls after hours will be received by the Communications Center.
- (iv) The County agrees to provide adequate personnel and equipment to respond to calls as required by this agreement.

3. Emergency after Hour Call Services

- (i) Emergency after hour call service hours are from 5:00 pm to 8:00 am Monday through Friday, weekends and all holidays.
- (ii) The County shall provide an (ACO) to respond to calls for after hour emergencies within the City when necessary to protect and preserve the health and safety of the public and animals.
- (iii) The (ACO) County shall take animals requiring care to a veterinary facility in accordance to Shelter's policy. When immediate veterinary care is not needed in the judgment of County personnel, an animal may be taken to the County Animal Shelter. Sick and injured animals will be handled according to the Shelter operating policy.
- (iv) The County may, at its discretion, bear the cost of emergency care and shelter costs for animals that do not appear to have an owner or keeper, or where the owner or keeper can be identified, charge the owner or keeper

with the cost of emergency care and shelter costs of the animals consistent with the County operating policy.

- (v) When City Public Safety and/or City officers are also on the scene of an animal-related emergency, the (ACO) shall cooperate with City personnel in matters involving safety of persons and/or enforcement of the County's animal control ordinance, and/or North Carolina General Statutes pertaining to animals.
- 4. Upon receipt of an invoice for the services of Animal Control and Emergency After Hour Calls, the City shall make payment within 30 days to the County in the amount of \$300 per quarter (\$1,200) for this fiscal year.
- 5. This agreement shall be in effect for the period beginning July 1, 2013 and ending June 30, 2014, subject to annual renewal as negotiated and agreed upon by both parties in writing.
- 6. Either party may terminate this agreement for any reason by providing the other party 30 days written notice of intention to terminate the agreement. In the case of early termination, the city is responsible for payment of any services provided through the date of termination. Any notice to be given hereunder shall be given in writing and delivered personally, by registered or certified mail, postage prepaid as follows:

To County: Bryan Blanton, Emergency Services Director
Catawba County
100-A Southwest Boulevard
PO Box 389
Newton, NC 28658

To City of Conover: Doug Barrick, Manager
City of Claremont
PO Box 446
Claremont, NC 28610

- 7. The City will indemnify and hold the County harmless for any and all claims, demands or actions whatsoever arising from the County's provision of services under this agreement unless the same results from the intentional or negligent conduct of the County. It is the intent that the City indemnify the County to the fullest extent permitted by law.
- 8. This agreement shall be governed and construed in accordance with the laws of the State of North Carolina. Venue for any adversarial proceeding shall be set in Catawba County.

IN WITNESS WHEREOF, the parties hereunto cause this agreement to be executed in their respective names to become effective on the date hereinabove written.

Bryan Blanton, Emergency Services Director

Doug Barrick, Manager, City of Claremont

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

Date: 3-20-13



Rodney Miller, Finance Director

APPROVED AS TO FORM

Date: 3-20-13



County Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting:

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve an agreement for Fire Inspection Services with Catawba County.

The proposed agreement is for a one year term for Animal Control services proved by Catawba County at an annual rate of \$4,590.

The funding required to cover this agreement is budgeted as a part of the Fiscal Year 2014 budget.

Recommendation: Approve the Contract

AGREEMENT

AGREEMENT made this 1st day of July, 2013, by and between Catawba County Emergency Services (hereinafter "County") and the City of Claremont (hereinafter "City").

WHEREAS, City requires the services of a person or persons authorized to make, and capable of making, periodic fire inspections of all buildings within City's jurisdiction; and

WHEREAS, County has the requisite knowledge, experience and resources to conduct routine fire inspections of all buildings within City's jurisdiction, and

WHEREAS, the parties acknowledge that such fire inspections will be conducted in accordance with applicable state and local statutes and codes.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. That the North Carolina Fire Prevention Code (hereinafter "Code") is set out in the North Carolina Building Code. The provisions thereof dealing with fire inspections of buildings are incorporated herein by this reference.
2. Pursuant to N.C.G.S. 153A-351 County has created an inspection department which includes fire prevention inspectors.
3. City has approximately eighty nine (89) buildings within its jurisdiction with regard to which it desires to have County's fire inspector conduct inspections (hereinafter "Inspections") to ensure continuing compliance with the Code.
4. City fire chief may accompany, as an observer, the County fire inspector during scheduled and unscheduled industrial Inspections. County fire inspector will notify City fire chief of scheduled and unscheduled Inspections within 48 hours or as soon as practicable. If the City fire chief is unable to accompany the fire inspector, the Inspections will be conducted in the fire chief's absence.
5. City fire chief may observe construction plan review for proposed new facilities within the municipality. County fire inspector will notify City fire chief of construction plan review within 48 hours or as soon as practicable. Plan review will be conducted at the Catawba County Government Center. Plan review will not be rescheduled or delayed due to City fire chief's schedule.

6. City will pay County an annual sum of Four Thousand Five Hundred Ninety Dollars (\$4,590.00), payable in four equal quarterly payments of One Thousand One Hundred Forty Seven Dollars and Fifty Cents (\$1,147.50). Such payments will be made in advance, on the first day of each calendar quarter during the term hereof. Said price will include any re-inspections made necessary as a result of code violations found during the initial inspection. County will continue to re-inspect until any code violations have been corrected.
7. This Agreement will become effective on the date hereof, and shall continue in force and effect until midnight, June 30, 2014.
8. This Agreement may be cancelled by either party, with or without cause, upon thirty (30) days written notice.
9. This Agreement may be executed in multiple counterparts, with each part so executed being deemed an original, however, collectively constituting but a single document.
10. This Agreement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof. It shall not be modified in any respect except in a written instrument signed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year above first written.

CATAWBA COUNTY EMERGENCY SERVICES

By: _____
 Bryan Blanton, Director

ATTESTED BY:

CITY OF CLAREMONT

By: _____
 Doug Barrick, City Manager

ATTESTED BY:

THIS INSTRUMENT has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act as amended.

Date: 5-15-13



Rodney Miller, Finance Director

APPROVED AS TO FORM:

Date: May 13, 2013



Debra Bechtel, Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Approve Ordinance 15-12 Budget Amendment

This budget amendment appropriates funds in the General Fund. The amendment recognizes the City transitional hold harmless funds and utility franchise fees for year-end projects and retirements.

Recommendation: Approve Ordinance 15-12

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 15-12

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT
MUNICIPAL BUDGET FOR FISCAL YEAR 2013

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS
FOLLOWS:

General Fund

This budget amendment appropriates \$7,700 in City Hold Harmless funds and \$20,000 in Utility Franchise Fees. The additional funds will be allocated in the General Fund Budget for various year end activities and retirements.

General Fund

| <u>Revenues</u> | <u>Increase</u> | <u>Decrease</u> |
|------------------------------------|-----------------|-----------------|
| City Hold Harmless 10.3450.0099 | \$7,750 | |
| Utility Franchise 10.3370.0000 | \$20,000 | |
| <u>Expenditures</u> | | |
| Police Salaries 10.5100.0200 | \$7,750 | |
| Fire Salaries 10.5300.0200 | \$16,000 | |
| Miscellaneous 10.4200.5700 | \$4,000 | |

INTRODUCED at the regular meeting of the City Council of the City of Claremont on
June 3, 2013.

ADOPTED at the regular meeting of the City Council of the City of Claremont on
June 3, 2013.

MAYOR David Morrow

ATTEST:

Doug Barrick, City Clerk

APPROVED AS TO FORM:

Bob Grant, City Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting: June 3, 2013

To: Mayor and the City Council

From: Doug Barrick, City Manager

Action Requested: Budget Transfers

Monies have been moved in the FY 13 Budget to cover year end projects and expenses.

Recommendation: Informational Only



CITY OF CLAREMONT
CLAREMONT, NORTH CAROLINA

June 3, 2013

I, Stephanie Corn, authorize the following transfers in the Fiscal Year 2013 budget.

Police

| <u>Line</u> | <u>Debit</u> | <u>Credit</u> |
|--------------------------------|--------------|---------------|
| 10.5100.5700 Miscellaneous | \$2,590.87 | |
| 10.5100.3600 Uniforms | | \$1,898.30 |
| 10.4300.0290 Other Supplies | | \$392.57 |
| 10.5100.1300 Natural Gas | | \$300.00 |

These transfers do not increase or decrease the Fiscal Year 2013 budget.

Stephanie Corn, Finance Officer

Doug Barrick, City Manager

Department, Committee & Manager Reports

Date of Meeting: June 3, 2013

To: Mayor and the City Council
From: Doug Barrick, City Manager

Action Requested: Allow Departments, Committees & Manager to report on monthly activities and take questions.

Item 10

- A. Fire Department
- B. Police Department
- C. Public Works Department
- D. Rescue Squad
- E. Utilities Department
- F. Planning and Zoning
- G. Parks & Recreation Committee
- H. Appearance Committee

Item 11

City Managers Report

Recommendation: Take Reports



CLAREMONT FIRE DEPARTMENT

2850 FIRE HOUSE LANE
CLAREMONT, NC 28610
828/459-9296 FAX 828/459-9732

May 2013

The Claremont Fire Department responded to 15 calls for the month of April 2013 and 74 year to date.

Man hours spent on fire calls for the month totaled 40.6.

The average number of member responses to calls this month 6, and for the year 9.

Average response time to calls 4 min. 29 seconds till the first engine was on the scene for structure calls.

Training for the month totaled 299 hours for the department.

There were 3 business inspections for the month.

The Fire Prevention Office performed 2 programs this month, 63 installed smoke detectors and replaced 3 smoke detector batteries, installed 13 carbon monoxide detectors. Fire Prevention also installed 4 car seats.

Updates on projects and fire department information:

Members have been upgrading the mulch beds in front of the station, by removing the mulch and installing brick chips as a permanent ground cover.

Since placing the (Free Smoke Detectors) sign out in front of the station our installations have increased. When homeowners from other fire districts contact us about the sign we take their information and forward to the appropriate district. This impacts other fire districts and more homes are being protected by working smoke detectors.

Respectively submitted,
Gary Sigmon, Fire Chief



*Claremont Police Department
Monthly Service
May 2013*

| | | | |
|---------------------|------|---------------------|-----|
| Calls Answered | 886 | Citations Served | 36 |
| Felonious Crimes | 1 | Warnings | 37 |
| Misdemeanor | 21 | Business Escorts | 47 |
| Accidents (PI) | 0 | Funeral Escorts | 6 |
| Accidents (PD) | 5 | Animal Calls | 1 |
| Warrants for Arrest | 5 | Vehicles Impounded | 0 |
| Subpoenas Served | 3 | Alarms Answered | 22 |
| Open Businesses | 17 | Motorist Assistance | 22 |
| Property Checks | 1210 | Part-Time hours | 423 |
| Court Hours | 1 | | |

Noted Events during the Month

**** Special Note****

On May 1st Gerald R. Tolbert retired as Chief of Police.

On May 6th Gary E. Bost was sworn in as Chief of Police.

1. Officer Jarvis took reports from BB&T and the Kangaroo for Counterfeit Monies.
2. Lt. Long, Cpl. Clark, Officer Allen and Officer Martin were involved in an Involuntary Commitment and use of force.
3. Officer Russell made an arrest for possession of Marijuana and Moonshine.

**** Notes****

5 Officers were able to qualify with the new H& K .40 cal rifles.

On May 17th the Special Olympics Torch Run came thru the City and Cargo held their annual Health Fair. Officers participated in both.

*Respectfully Submitted
Gary E. Bost
Chief of Police*

CLAREMONT PUBLIC WORKS

MONTHLY REPORT

May 2013

WATER DEPARTMENT

| | |
|----------------|---------------------------|
| <u>10</u> | WATER TURNED ON |
| <u>12</u> | WATER TURNED OFF |
| <u>39</u> | METERS RE-READ |
| <u>0</u> | WATER LEAKS |
| <u>0</u> | WATER TAPS |
| <u>0</u> | SEWER TAPS |
| <u>1</u> | DIRTY WATER COMPLAINTS |
| <u>1998+ 9</u> | JET SEWER LINES/ MANHOLES |

MAINTENANCE DEPT.

| | |
|-------------|-------------------------------|
| <u>420</u> | LEAF BAGS TAKEN TO LANDFILL |
| <u>5.39</u> | TONS OF ROUGH TRASH PICKED UP |
| <u>102</u> | HRS. CHIPPING LIMBS |
| <u>240</u> | HRS. MOWING |
| <u>14</u> | HRS. BUSH HOG |
| <u>12</u> | HRS. CLEAN STORM DRAINS |
| <u>82</u> | HRS. CLEAN CURB & GUTTERING |
| <u>3</u> | # OF WHITE GOOD PICKUPS |

PERSONNEL

| | |
|----------|----------------|
| <u>6</u> | OVERTIME HOURS |
| <u>5</u> | TRAINING HOURS |

PARK

| | |
|----------|-------------------------------|
| <u>7</u> | # OF TIMES RE-STOCK BATHROOMS |
| <u>8</u> | # OF TRASH PICKUPS |

OTHER

jetted out and cleaned 681 feet of main sewer line & 3 man holes on Baker street
jetted out and cleaned 294 feet of main sewer line & 1 man hole on Yount street
jetted out and cleaned 657 feet of main sewer line & 2 man hole from yount to lift station
jetted out and cleaned 174 feet of main sewer line & 1 man hole from yard off yount street
to smyers lift station
jetted out and cleaned 192 feet of main sewer line & 2 man holes from gravel drive
to smyers lift station
continue to work on interstate ramps
cleared all trees and trash from sewer line creek crossings

Claremont Rescue Squad

2748 S. Oxford Street

Claremont, NC 28610

828-459-7968

- Calls for last month, we ran 50 calls, with 45 being hot. Our average response time was 5:05 with no missed calls.
- 20 Guns in 20 Days raffle is still going on, please see a Rescue Squad member or go by the Squad if you want any tickets. The next drawing will be held on the 4th of July.
- We are currently taking applications for anyone who is interested in joining the Squad. If anyone wants to come by or bring a group by for a tour, please call Eric Jones at 828-446-2438 to schedule a date and time.
- We are going to be doing some specialty training at the Squad next month; we will be hosting a Swift Water Rescue class. With all the recent flooding, this is an important need for the area.
- We will be sending some teams to the State Rescue Convention in July to compete in the BLS competition as well as the 2 man and heavy rescue competition's. The convention will be held in Greenville, NC this year.
- Working on having an open house later this year in celebration of our 55th year of operation. We especially want to thank the City for their help over the years. Without the support of the City and the Citizens of Claremont and the Oxford area we couldn't have done it. We will get some information out in the next few weeks.



Claremont Planning Report

May 2013

Zoning Permits Issued

- May 6th –Change of Occupancy – 3246 W. Main St, Suite B
- May 8th- Change of Occupancy – 3071 Cutrite Dr - Sundown Audio
- May 13th – Change of Occupancy – 2656 Heart Drive - WB Frames

Code Enforcement

- Began Sign Ordinance Enforcement
- Worked with City Manager on other issues

Planning Board Work

- Planning Board met as Board of Adjustment to consider a Conditional Use Permit for a 16-unit Planned Unit Development Residential located at 3167 and 3183 W. Main Street. The project was approved with a list of conditions.

Other Work

- Answered numerous zoning/planning questions
- Worked with Post Office, County E911 addressing and City Account Receivables to correct addressing issue on N. Church St.
- Completed Certificate of Occupancy for Staff Masters
- Assisted with Right-of-way and annexation Plat for 3254 Woody Lane

PARKS AND RECREATION COMMITTEE

May 2013 Report

Concerts in the Park: Roger Shook reported that Dave Pittman's concert had to be moved to the school due to rain. There were about 30 people in attendance. Roger and a number of others took Dave and his manager to Box Car for dinner after the concert. While at Box Car, Dave sang a few more songs, and the people at Box Car enjoyed having him sing. He got to autograph the wall at Box Car.

The next concert will be Saturday, June 8 from 7:00 to 9:00 PM. This will be "the end of school concert in the park". Radio station 103.3 FM will be the host this concert. This will be a Hip Hop Show featuring "Citi Shawtydreads" and "Celzius".

Movies in the Park: The movie for May 11 had to be canceled because of rain. It has not been re-scheduled. However, June 15 will be the next movie in the park. It is "Escape from Planet Earth". It will start at 8:30 PM.

Regional Outdoor Recreation Commission: Henry reported that the commission has been talking to the Texas Rangers about having an exhibition game here in this area. When the committee met with the representative from the Texas Rangers, he gave all of the details. It would be too costly for us to consider such an event.

The commission meets every other month and has been visiting the different parks in the Unifour. Claremont was the first community to host the visit to our park. LuAnn Bryan, the State Recreation Resource Director, attends these meetings and keeps everyone informed about funding for grants. We could perhaps submit another application in the fall that will be due January 31, 2014.

City Wide Yard Sale: Henry gave the committee a report on the City Wide Yard Sale. There were 26 vendors set up in the City Hall parking lot. There were 10 other vendors out in the community. Henry got so busy with the Hazardous Waste Collection that he could not break away and go around the community to check on the vendors not in the parking lot. He did get a report that the First Baptist Church filled their fellowship hall and extended the sale to the following next weekend. They were very happy with their sale.

Hazardous Waste Collection: There was one pick up truck with a trailer to collect all of the waste. The trailer was stacked three high with TV's and other electrical appliances. There were so many TV sets that the back of the pick up truck was used. At the landfill, it took the people there a long time to unload all that the city had collected. Again, this one activity proved to be a success and a worthy service to the citizens of Claremont.

Tailgate Market: Henry informed the committee that the Extension Office will be coming to Claremont June 21 for our market and will bring other vendors. The Extension Office is promoting Farmers Markets in the area as part of the Farm City Program. We have to do a little bit of promotion, even though the Extension Office will be doing a large promotion of that day's activities. They plan to have a Chef come and cook on site.

Rainy Day Reservations for City Park: The committee did some research on the subject of rainy day schedules from other municipalities in the county and area. Every municipality has a policy of no rain date scheduled at the time of making a reservation. A more detailed outline will be submitted for the Council to review and establish.

Fees for Reservations: The committee reviewed the fees and will submit a fee schedule for the Council to consider.

Claremont Daze: The committee is putting all the pieces of the puzzle together for this event. The applications have been mailed out, and a few have been called in. We are working on the Kids Korner and getting the volunteers to assist in that project. New ideas keep coming to the committee, and we have to work them in if we can. If not they will have to wait until next year.

Respectfully submitted,

Henry H. Helton, Jr.



Appearance Commission Minutes Monday May 13, 2013

Members present: Glenn Morrison, Carmen Crane, Jane Robbins, Judy Setzer, Nancy Murray, Jan Colson.

Yard of the Month - April

| | | |
|---------------|----------------------|--------------------|
| Winner: | Pete & Judy Sink | 3146 Anderson |
| Hon. Mention: | Mary Larson | 2622 Genelia Lane |
| Hon. Mention: | Mac & Jane Robbins | 2767 Cardinal Lane |
| Hon. Mention | D.B. & Selina Setzer | 3168 St. Vincent |
| Hon. Mention | Dexter Canipe | 3138 N.Lookout |

Winners Pete & Judy Sink will be given a \$25 gift certificate to Mareley's Pizza.

Discussion was held regarding back yards next year. Further discussion will be held closer to the new year.

The gentleman that will be painting the mural on the wall between City Hall and the Library will be getting back to Glenn with his fees.

There was no other business.

Meeting was adjourned.

Next meeting will be held June 10, 2013 at 6:00 p.m.