



City of Claremont



Downtown Claremont 1945

Budget for Fiscal Year Ending

June 30, 2013

Approved by the Claremont City Council on June 4, 2012

City of Claremont
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For the Budget Year Ending June 30, 2013

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City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 14-11

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

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, 2012 and ending June 30th 2013.

Ad Valorem Taxes	\$1,891,450
Occupancy Tax	\$8,500
Grants & Investments	\$3,000
Utility Franchise Fees	\$187,000
Sales Tax	\$192,000
Fund Balance	\$35,000
State Shared Revenues	\$31,650
Fees	\$13,900
Miscellaneous	\$9,000
Total	\$2,371,500

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 2012, and ending June 30th 2013, in accordance with the chart of accounts heretofore established for the City.

City Council	\$72,146
Economic Development	\$30,000
Administration	\$367,725
Police	\$772,198
Fire	\$338,126
Public Works	\$524,078
Recreation	\$69,950
Planning	\$28,700
Library	\$21,055
Debt Service	\$147,521
Total	\$2,371,500

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 2012 and ending June 30th 2013:

Charges for Utilities	\$1,003,432
Other Charges	\$80,300
Total	\$1,083,732

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 2012 and ending June 30th 2013, in accordance with the chart of accounts heretofore established for this city.

Water Treatment	\$199,200
Water Maintenance	\$79,575
Waste Water Treatment	\$492,700
Waste Water Maintenance	\$150,045
Debt Service	\$162,212
Total	\$1,083,732

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	\$41,000
Appropriated Fund Balance	\$125,000
Total	\$166,000

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 2012 and ending June 30th 2013, in accordance with the chart of accounts heretofore established for this city.

Powell Bill Operations	\$166,000
Total	\$166,000

Section 7: The operating funds encumbered on the financial records of June 30th 2012 are hereby re-appropriated into this budget.

Section 8: 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 2012, for the purpose of raising the revenue listed as “Ad Valorem Taxes” in the General Fund in Section 1 of this ordinance.

Section 9: The corresponding FY 2012-2013-Schedule of Fees is approved with the adoption of this Annual Budget Ordinance. The FY 2013 Schedule of Fees is attached as Attachment A to this Ordinance.

Section 10: 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 11: 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 4, 2012.

ADOPTED at the regular meeting of the City Council of the City of Claremont on June 4, 2012.

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 2013 City of Claremont Manager's Recommended Budget

Date: May 3, 2012

I am honored to present the City of Claremont Manager's Recommended Budget for Fiscal Year 2013. 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 \$2,371,500 which represents a decrease of 5.6% from the Fiscal Year 2012 budget.

Generally, most revenue sources are projected to increase, to reflect the uptick in economy as seen in the FY12 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 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.

We continue to monitor the direct impact of other governments on our budget, such as the State's possible withholding of shared revenues. As a result of prior legislation the transitional hold harmless distribution from the state is set to expire this fiscal year which has not only lowered our revenue but also made our revenue sources less diverse. During the previous fiscal year, the lagging economy had forced an increased contribution to the Local Government Employees' Retirement System; however those increases will expire this year. In order to compensate for lower revenues during Fiscal Year 13 staff recommended paying off some outstanding debt at the end of Fiscal Year 12 using fund balance to do so. This early payoff saved the City over

Manager's Message

\$9,000 in interest payments. This early payoff also freed up additional funds to help recover from the loss of the transitional hold harmless funds.

Significant changes in the proposed budget for Fiscal Year 2013 include an increase in local economic development spending that focuses on small business growth, funding the expansion of Claremont Day to Claremont Daze, featuring a band on Friday night, a pay per call incentive for the volunteer fire department members, and offering a 5% employer contribution to a 401k for all full time employees. The proposed budget incorporates a reduction in personnel costs by 0.5% even with the addition of a 401k incentive, an increase in operating costs by 2.6%, capital spending is also up by 28%, however this budget still achieves total reduction in spending by 5.6% over last year's budget. 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 2013

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 over the next few fiscal years. 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 2013 Manager's Recommended Budget while controlling costs include:

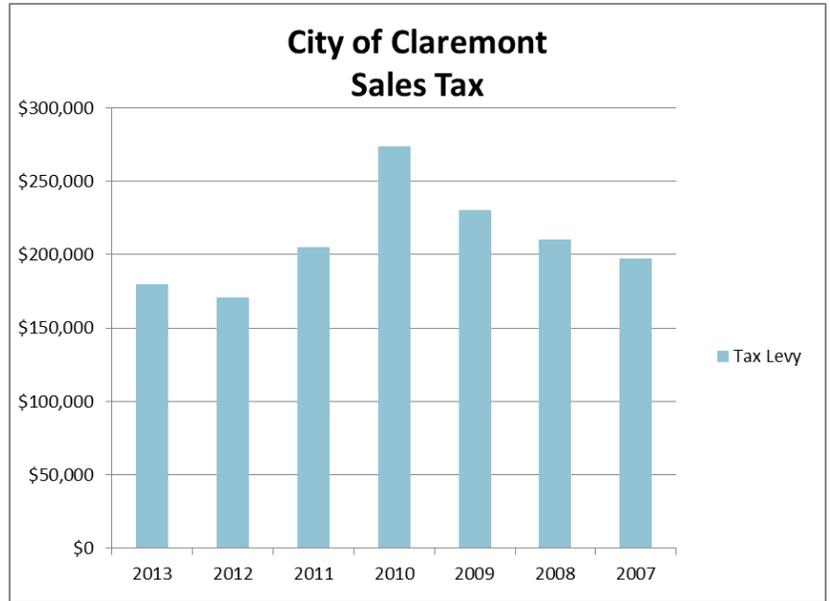
- ✓ Improve staff opportunities for professional development
- ✓ Increase training and begin a pay per call incentive for the volunteer fire department
- ✓ Expand Claremont Day to a multiday event
- ✓ Replace a service truck in the Fire Department and one patrol car in the Police Department
- ✓ Increase funding to support small businesses and downtown revitalization
- ✓ Increase the marketing of Claremont through various economic channels to help diversify the tax base
- ✓ Funding to increase maintenance and grounds upkeep in the City Park

General Fund Revenue Highlights

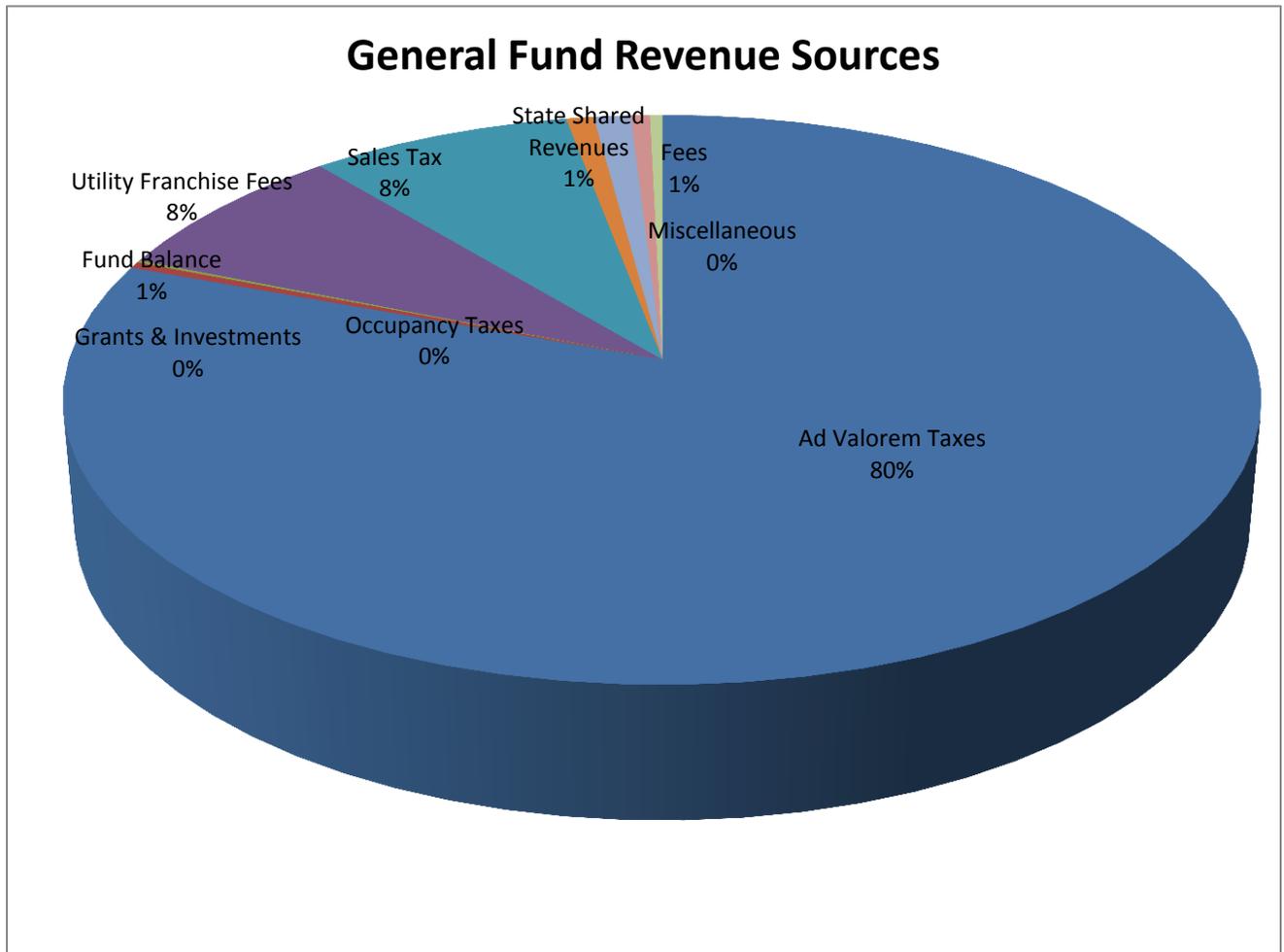
The FY 2013 Manager's Recommended Budget proposes a continuation of the \$0.46 tax rate per \$100 of assessed valuation for the seventh year in a row. Ad valorem taxes remain the City's largest revenue source, providing more than 80% of the City's annual operating budget. As the chart depicts, the City's 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.

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 a result of the 2010 Census the population has risen from 1,123 in 2011 to 1,352 or 16.9%. The Utility Franchise Tax distribution is also expected to rise in FY 2013 as utility rates increase and utility companies begin to invest in the Claremont system. All Fees and rates are proposed to remain flat for this fiscal year as well.



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

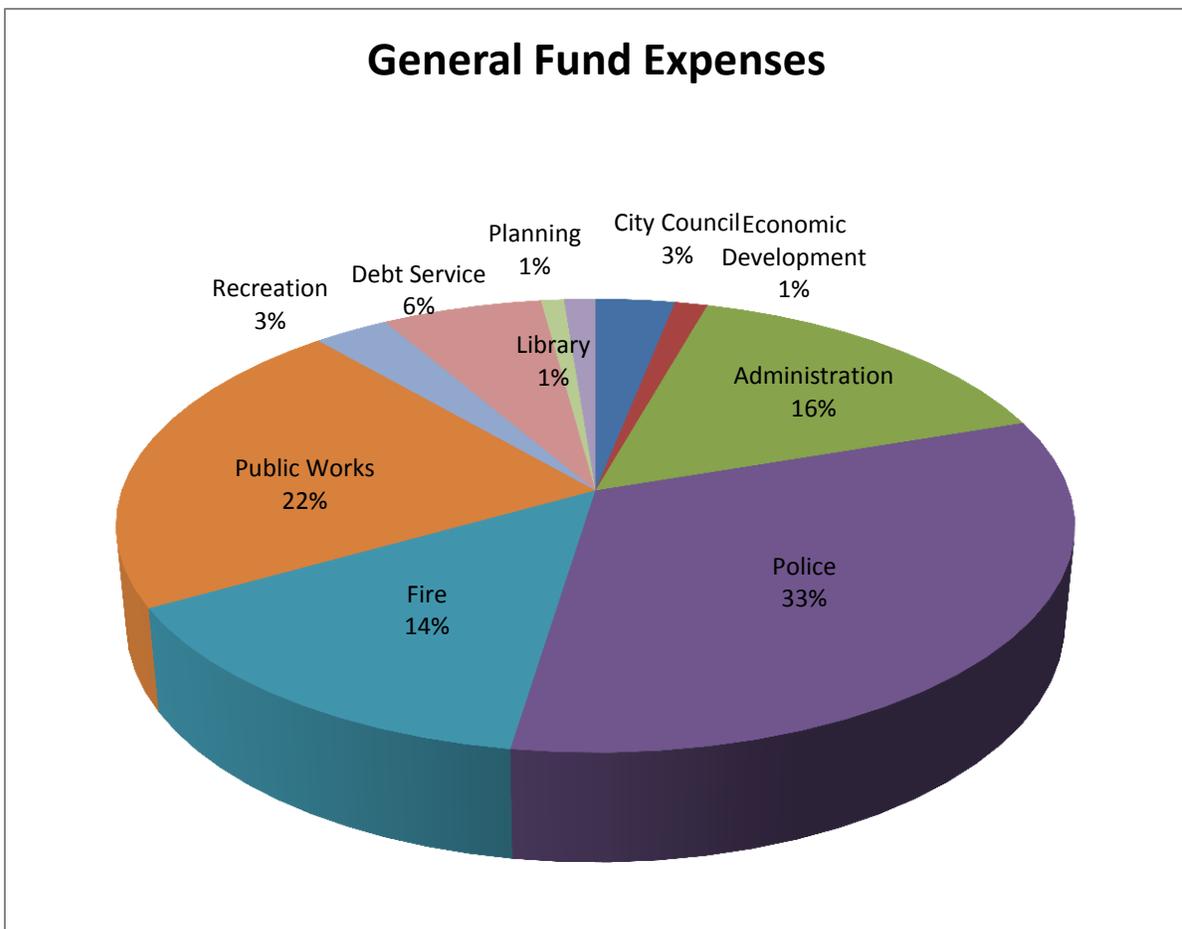


Manager's Message

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 cuts the use of the Fund Balance from \$197, 775 in 2012 to \$35,000 in the proposed budget. 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 ride out future down turns and to handle future capital and infrastructure needs.

General Fund Expenditure Highlights

In order to ensure the most prudent use of revenues staff has evaluated all aspects of service delivery and the associated costs of delivering those services to the City. As a result, the overall spending plan for Fiscal Year 2013 has been reduced by 5.6% over the current year. This reduction is a direct result of staff looking for cost saving measures at every level and ensuring that every dollar spend it being utilized to its best potential. Going into this budgeting process the City's goal was to ensure a balanced budget and begin to rebuild our strong fund balance after riding the wave of the 2010 downturn and the 2011 revaluation process.



Manager's Message

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 not look to provide any merit based raises as in 2012. Although evaluations will occur and a focus on increasing professional development will not be sacrificed, rather additional funding and strategies will be deployed to help build our knowledge basis throughout the staff. The City will also insure equability in our compensation packages this year by offering the same 5% 401K contributions to all employees and provide some market adjustments for key staff positions. While this budget does incorporate the loss of one full time position with the addition of various part time increases and 401k contributions the overall effect is still a slight reduction in overall personnel expense.

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 and 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 2.6% growth as compared to last year even given the addition of a pay per call incentive and 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 2013. 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 doing so the City has been able to take on larger Capital needs in the five years 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 down from prior years, but a commitment to core functions such as Police, Fire, and Public Works are still strong. 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 three years to make this fund self-sufficient. Currently this is the second 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 increase in FY 12. This rate increase upon its onset was formulated to allow for capital spending to reinvest in the City's system and to ensure at least two years of the same rate structure for its customers. As water sales have begun to track upwards the City does not propose to increase rates with this budget. However with an increasing need to begin a reinvestment into our aging sewer infrastructure, it will become likely that some additional debt will be taken on in the coming year that will force the City to evaluate the potential for a rate increase as a part of the FY14 budget process.

Manager's Message

In the coming year the water and sewer fund will be replacing an aging mowing tractor, removing roots in the sewer lines, replacing pumps in the pump stations, adding a backup generator at the school street pump station and begin engineering for solutions to tackle an aging sewer plant and increase the systems sewer capacity. This is also the first year that the Water and Sewer system has engaged in long-term capital planning to evaluate the needs of the system.

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 1800's. 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 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.

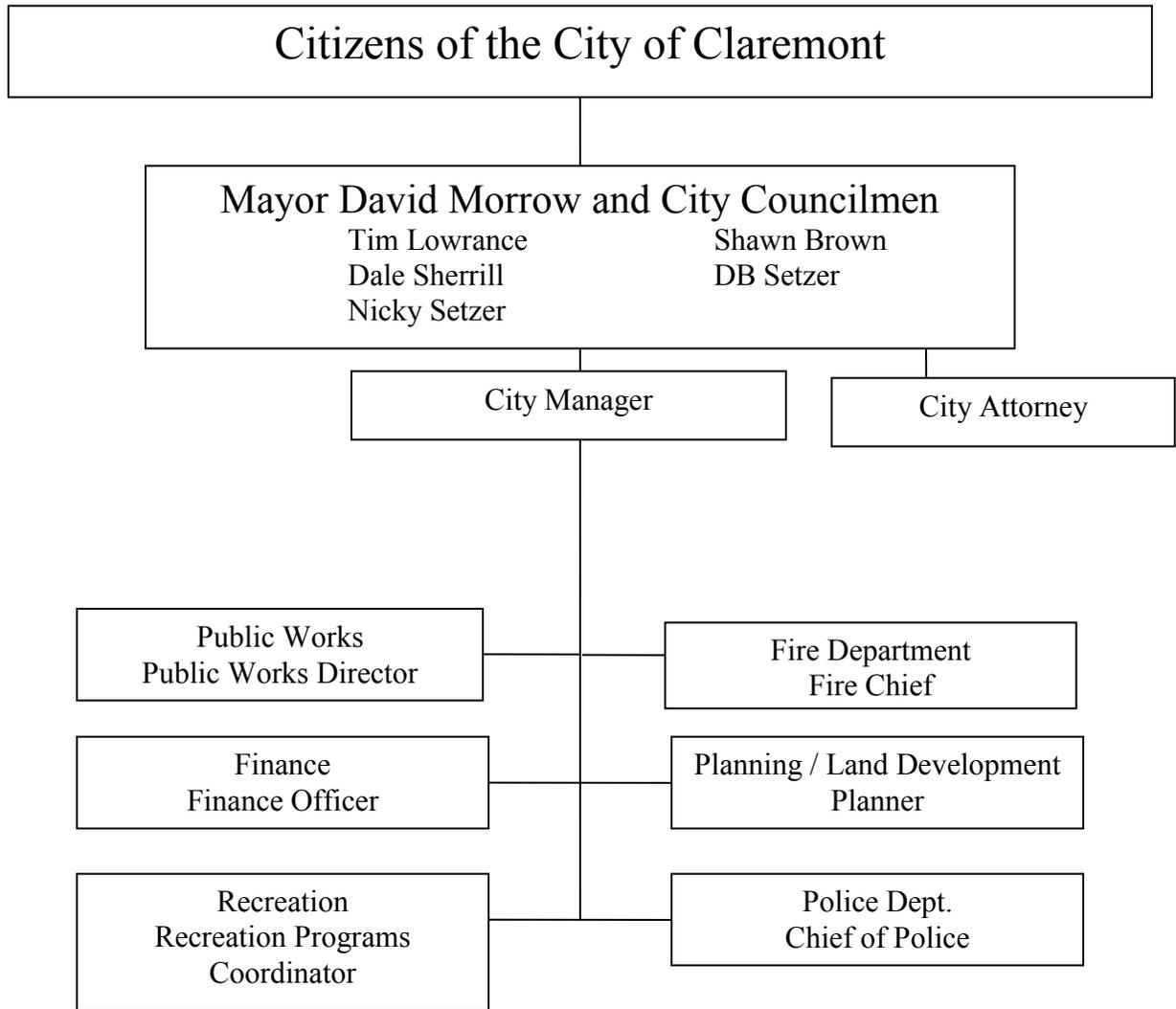
Today, Claremont is a highly diverse community with three public parks, a wide variety of housing opportunities, retail and office buildings and a multinational industrial park. The City has one interchange on Interstate 40, and is transected by US Highway 70, and a main branch of Norfolk Southern rail 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
828-459-7009**

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 2012-2013*

Date	Description
January 3, 2012	City Council receives Budget calendar
January 13, 2012	Department heads submit CIP requests
January 27, 2012	Department heads submit proposed FY 13 goals
February 1, 2012	Department head meeting to review/revise goals
February 3, 2012	Manager finalizes Recommended CIP
February 16, 2012	Departments submit line item budget requests to Finance Director
February 16, 2012	Finance Officer submits revenue estimates
February 18, 2012	Council, Manager, and Staff workshop to discuss FY 2013 Budget, Goals and CIP
March 6-9, 2012	Manager and departments hold budget meetings
March 30, 2012	Staff finalizes, prints and prepares budget for distribution
April 2, 2012	Hold Premeeting with Council on FY 2013 Budget
May 7, 2012	Manager submits recommended FY 2013 Budget to Council and Citizens
May 14-24, 2012	Additional budget workshops, if needed
June 4, 2012	Public Hearing on FY 13 Budget & City Council adopts budget

Bold = Council Action

General Fund Expenditure Summary

City Council						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Personnel	\$51,659	\$51,659	\$16,113	\$12,146	-\$3,967	-24.6%
Operating	\$310,373	\$136,912	\$59,050	\$60,000	\$950	1.6%
Total	\$362,032	\$188,571	\$75,163	\$72,146	-\$3,017	-4.0%

Administration						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Personnel	\$209,820	\$208,380	\$211,154	\$232,802	\$21,649	10.3%
Operating	\$164,100	\$167,200	\$165,650	\$164,923	-\$727	-0.4%
Capital	\$10,000	\$0	\$0	\$0	\$0	0.0%
Total	\$383,920	\$375,580	\$376,804	\$397,725	\$20,922	5.6%

Library						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Operating	\$22,668	\$22,668	\$21,080	\$21,055	-\$25	-0.1%
Total	\$22,668	\$22,668	\$21,080	\$21,055	-\$25	-0.1%

Planning						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Operating	\$26,800	\$26,800	\$29,250	\$28,700	-\$550	-1.9%
Total	\$26,800	\$26,800	\$29,250	\$28,700	-\$550	-1.9%

Police						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Personnel	\$540,118	\$552,378	\$546,369	\$554,198	\$7,830	1.4%
Operating	\$161,104	\$139,250	\$145,750	\$149,200	\$3,450	2.5%
Capital	\$10,700	\$76,000	\$77,000	\$68,800	-\$8,200	-10.8%
Total	\$711,922	\$767,628	\$769,119	\$772,198	\$3,080	0.4%

Fire						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Personnel	\$117,769	\$166,039	\$160,910	\$136,930	-\$23,980	-14.9%
Operating	\$137,511	\$134,080	\$141,473	\$161,196	\$19,723	13.9%
Capital	\$70,725	\$13,000	\$6,900	\$40,000	\$33,100	479.7%
Total	\$326,005	\$313,119	\$309,283	\$338,126	\$28,843	9.3%

General Fund Expenditure Summary

Public Works						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2012 Budget Difference	Percent Difference
Personnel	\$262,721	\$269,645	\$263,305	\$279,828	\$16,523	6.1%
Operating	\$257,850	\$240,900	\$241,900	\$239,250	-\$2,650	-1.1%
Capital	\$38,500	\$37,825	\$5,000	\$5,000	\$0	0.0%
Total	\$559,071	\$548,370	\$510,205	\$524,078	\$13,873	2.7%

Recreation						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2012 Budget Difference	Percent Difference
Personnel	\$0	\$0	\$10,000	\$10,450	\$450	4.5%
Operating	\$68,900	\$68,723	\$57,560	\$59,500	\$1,940	3.4%
Total	\$68,900	\$68,723	\$67,560	\$69,950	\$2,390	3.5%

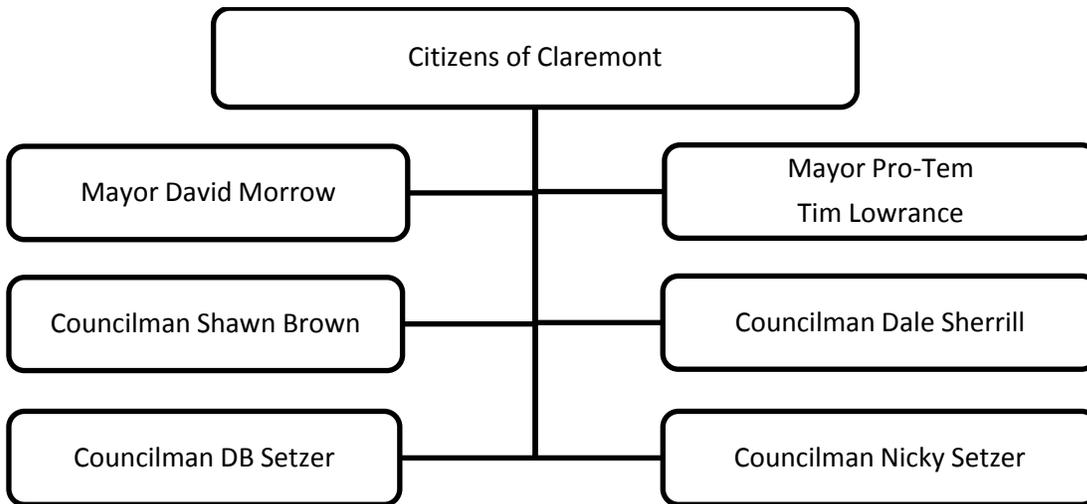
Debt Service						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Operating	\$380,130	\$366,041	\$354,893	\$147,521	-\$207,372	-56.7%
Total	\$380,130	\$366,041	\$354,893	\$147,521	-\$207,372	-56.7%

General Fund Totals						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	2013 Budget Difference	Percent Difference
Personnel	\$1,182,087	\$1,248,101	\$1,207,851	\$1,226,355	\$18,504	1.5%
Operating	\$1,122,506	\$1,248,101	\$861,713	\$883,824	\$22,111	2.6%
Capital	\$129,925	\$126,825	\$88,900	\$113,800	\$24,900	28.0%
Debt	\$380,130	\$366,041	\$354,893	\$147,521	-\$207,372	-58.4%
Total	\$2,814,649	\$2,989,068	\$2,513,357	\$2,371,500	-\$141,857	-5.6%

Revenue
General Fund
Fund 10

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY 13 vs FY12	Percent Change
3010-2005	2005 Property Taxes	\$0	\$100	\$100	\$0	-\$100	-100.0%
3010-2006	2006 Property Taxes	\$4,000	\$100	\$200	\$100	-\$100	-50.0%
3010-2007	2007 Property Taxes	\$10,000	\$500	\$300	\$200	-\$100	-33.3%
3010-2008	2008 Property Taxes	\$10,000	\$500	\$500	\$300	-\$200	-40.0%
3010-2009	2009 Property Taxes	\$1,550,000	\$9,500	\$3,000	\$500	-\$2,500	-83.3%
3010-2010	2010 Property Taxes	\$0	\$1,555,000	\$13,500	\$2,000	-\$11,500	-85.2%
3010-2011	2011 Property Taxes	\$0	\$0	\$1,638,339	\$5,000	-\$1,633,339	-99.7%
3010-2012	2012 Property Taxes	\$0	\$0	\$0	\$1,654,920	\$1,654,920	0.0%
3170-0000	Tax Penalties	\$1,000	\$1,300	\$1,800	\$1,200	-\$600	-33.3%
3200-0000	Occupancy Tax	\$20,000	\$15,000	\$15,000	\$8,500	-\$6,500	-43.3%
3280-0000	Cable Franchise Fees	\$1,500	\$1,000	\$1,000	\$1,000	\$0	0.0%
3290-0000	Investment Earnings	\$60,000	\$8,000	\$3,000	\$3,000	\$0	0.0%
3329-0000	State Hold Harmless	\$88,000	\$90,000	\$95,000	\$5,000	-\$90,000	-94.7%
3350-0000	Miscellaneous Revenues	\$2,000	\$1,800	\$1,800	\$2,000	\$200	11.1%
3350-0100	Youth Council	\$0	\$0	\$1,000	\$1,000	\$0	0.0%
3360-0200	Claremont Day	\$10,000	\$9,000	\$9,000	\$9,500	\$500	5.6%
3360-0202	Christmas Parade	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.0%
3360-0300	Senior Citizen Programs	\$1,300	\$1,800	\$1,000	\$1,000	\$0	0.0%
3370-0000	Utility Franchise Tax	\$165,000	\$170,000	\$175,000	\$180,000	\$5,000	2.9%
3380-0000	Natural Gas Tax	\$10,000	\$11,000	\$5,000	\$7,000	\$2,000	40.0%
3400-0000	Video Tax	\$23,000	\$0	\$22,000	\$24,000	\$2,000	9.1%
3410-0000	Beer & Wine Tax	\$4,500	\$0	\$1,000	\$1,000	\$0	0.0%
3450-0000	Local Option Sales Tax 39	\$150,000	\$120,000	\$95,000	\$112,000	\$17,000	17.9%
3451-0000	Local Option Sales Tax 40	\$43,000	\$35,000	\$35,500	\$38,000	\$2,500	7.0%
3452-0000	Local Option Sales Tax 42	\$44,000	\$34,000	\$40,000	\$42,000	\$2,000	5.0%
3453-0000	Local Option Sales Tax 44	\$37,000	\$16,000	\$0	\$0	\$0	0.0%
3456-0000	Solid Waste Disposal Tax	\$0	\$0	\$500	\$650	\$150	30.0%
3483-0000	Economic Development Fees	\$0	\$0	\$0	\$0	\$0	0.0%
3510-0000	Arrest Fees	\$1,500	\$1,500	\$1,000	\$1,000	\$0	0.0%
3580-0000	Mutual Aid Fees	\$2,400	\$2,400	\$2,400	\$0	-\$2,400	-100.0%
3590-0100	Refuse Collection	\$2,000	\$1,000	\$1,000	\$500	-\$500	-50.0%
3830-0000	Surplus Property Sales	\$1,000	\$1,500	\$3,000	\$6,000	\$3,000	100.0%
3850-0100	Refund Insurance Proceeds	\$1,000	\$0	\$0	\$0	\$0	0.0%
3930-0000	Fire District Fees	\$220,808	\$221,056	\$224,743	\$227,230	\$2,487	1.1%
3360-0203	Veterans Memorial	\$0	\$0	\$400	\$400	\$0	0.0%
3990-0000	Appropriated Fund Balance	\$224,775	\$224,776	\$120,775	\$35,000	-\$85,775	-71.0%
	Totals	\$2,689,283	\$2,533,332	\$2,513,357	\$2,371,500	-\$141,857	-5.6%

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

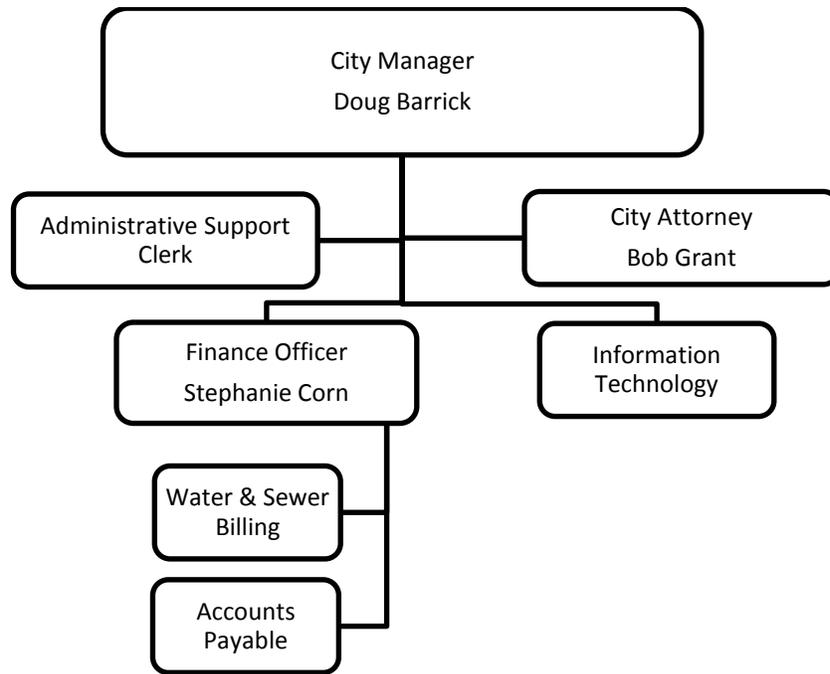
FY 2013 Goals and Objectives

- ✓ Build on the PJ Stanley Memorial Scholarship Fund
- ✓ Expand on the promotion and support for local businesses and non-profits
- ✓ Foster community input, involvement and transparency

City Council
104100

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0100	Elected Officials Fee	\$8,000	\$7,800	\$7,800	\$7,800	\$0	0.0%
0110	Appointed Board Fees	\$1,000	\$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	\$30,000	\$25,000	\$20,000	\$15,000	-\$5,000	-25.0%
0460	Emergency Action Plan	\$1,500	\$1,500	\$1,500	\$1,250	-\$250	-16.7%
0500	FICA	\$659	\$650	\$650	\$650	\$0	0.0%
0600	Group Insurance	\$43,000	\$32,880	\$7,663	\$1,896	-\$5,767	-75.3%
0800	Employee Relations	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.0%
0820	Municipal Elections	\$4,000	\$0	\$4,000	\$0	-\$4,000	-100.0%
9100	Youth Council	\$1,000	\$3,000	\$1,000	\$1,000	\$0	0.0%
1200	Printing	\$250	\$250	\$250	\$250	\$0	0.0%
1400	Travel & Training	\$15,000	\$10,000	\$10,000	\$10,000	\$0	0.0%
2600	Advertising	\$500	\$500	\$500	\$3,000	\$2,500	500.0%
3300	Departmental Supplies	\$0	\$0	\$0	\$500	\$500	0.0%
5700	Misc. Expenses	\$3,000	\$2,500	\$2,000	\$4,000	\$2,000	100.0%
8900	EDC Incentives	\$0	\$0	\$0	\$5,000	\$5,000	0.0%
9100	Contributions	\$3,000	\$3,000	\$8,000	\$10,000	\$2,000	25.0%
9200	Transfer to W/S Fund	\$96,166	\$0	\$0	\$0	\$0	0.0%
9300	Transfer to Rail Fund	\$0	\$89,691	\$0	\$0	\$0	0.0%
	Totals	\$217,075	\$188,571	\$75,163	\$72,146	-\$3,017	-1.6%

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.

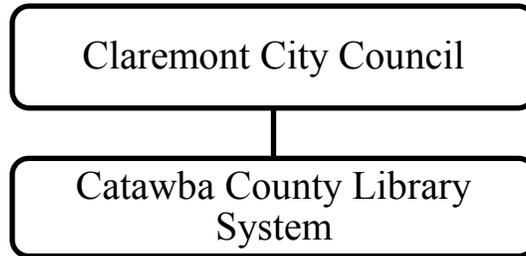
FY 2013 Goals and Objectives

- ✓ Review all city policies and ordinances to ensure they are upheld, updated and enforced
- ✓ Improve staff opportunities for professional development in all departments
- ✓ Evaluate and implement ways to become more paperless including new technology options
- ✓ Expand business recruitment and retention practices for all areas of the City

Administration
104200

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0200	Full Time Salaries	\$160,000	\$160,000	\$160,000	\$167,692	\$7,692	4.8%
0300	Part Time Salaries	\$0	\$0	\$0	\$4,184	\$4,184	2000.0%
0400	Audit Fees	\$15,000	\$15,000	\$16,000	\$16,000	\$0	0.0%
0450	Engineering	\$5,000	\$12,000	\$8,500	\$7,500	-\$1,000	-11.8%
0470	OSHA Mandates	\$1,000	\$1,000	\$500	\$500	\$0	0.0%
0500	FICA	\$12,500	\$12,500	\$12,500	\$12,850	\$350	2.8%
0600	Group Insurance	\$28,320	\$32,880	\$28,654	\$29,232	\$578	2.0%
0700	Retirement	\$9,000	\$3,000	\$10,000	\$18,844	\$8,844	88.4%
0800	Employee Relations	\$3,000	\$0	\$2,500	\$2,500	\$0	0.0%
1100	Postage	\$4,000	\$3,000	\$2,000	\$1,500	-\$500	-25.0%
1110	Telephone	\$5,000	\$3,000	\$3,200	\$4,000	\$800	25.0%
1200	Printing	\$2,000	\$2,000	\$1,800	\$1,800	\$0	0.0%
1310	Electricity	\$9,000	\$10,500	\$10,500	\$10,500	\$0	0.0%
1400	Travel & Training	\$5,000	\$3,000	\$3,000	\$3,000	\$0	0.0%
1500	Maint. Buildings	\$1,000	\$1,000	\$1,000	\$1,923	\$923	92.3%
1600	Maint. Equipment	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1700	Maint. Vehicles	\$2,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1710	Auto Supplies/Tires	\$600	\$600	\$450	\$400	-\$50	-11.1%
2600	Advertising	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
3100	Gas, Oil, Grease	\$500	\$1,800	\$2,200	\$2,000	-\$200	-9.1%
3200	Office Supplies	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
3300	Departmental Supplies	\$2,500	\$2,000	\$1,500	\$1,500	\$0	0.0%
3310	Small Tools/Equipment	\$1,500	\$1,000	\$1,000	\$1,000	\$0	0.0%
3400	Expendable Supplies	\$1,000	\$1,000	\$800	\$800	\$0	0.0%
4500	Contracted Services	\$80,000	\$84,700	\$86,700	\$84,000	-\$2,700	-3.1%
5300	Dues & Subscriptions	\$4,000	\$4,000	\$3,500	\$2,500	-\$1,000	-28.6%
5400	Insurance & Bonds	\$3,500	\$3,500	\$4,000	\$4,000	\$0	0.0%
5410	Unemployment Insurance	\$12,000	\$10,000	\$8,500	\$9,000	\$500	5.9%
5420	Insurance Deductions	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
5700	Miscellaneous Expenses	\$1,500	\$2,100	\$2,000	\$4,500	\$2,500	125.0%
7400	Capital Outlay	\$10,000	\$0	\$0	\$0	\$0	0.0%
9100	Contributions	\$0	\$0	\$0	\$0	\$0	0.0%
	Totals	\$383,920	\$375,580	\$376,804	\$397,725	\$20,922	5.6%

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.

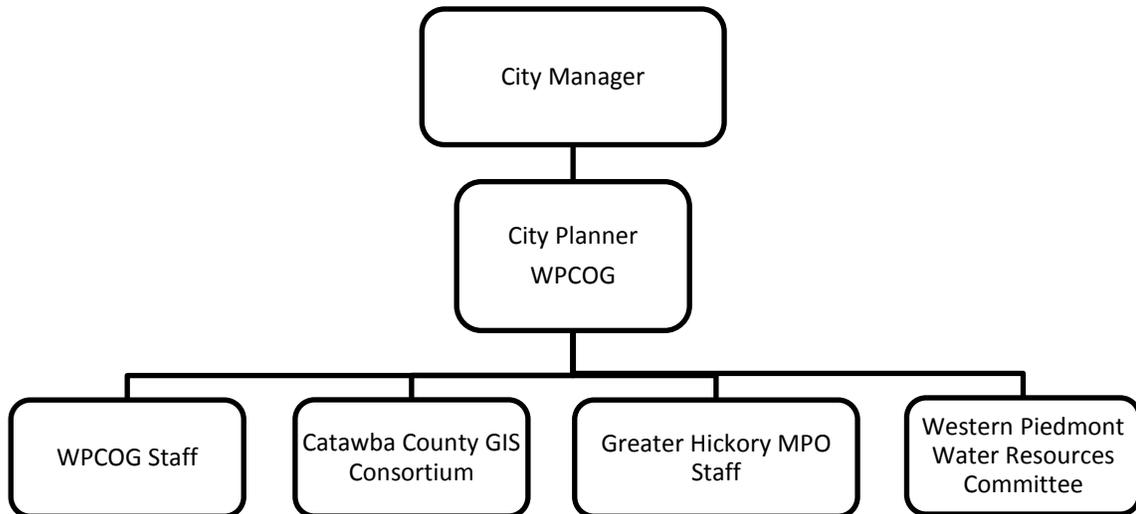
FY 2013 Goals and Objectives

- ✓ Continue to expand offerings that reach Claremont residents

Library
104300

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0290	Yount Fund	\$4,868	\$4,868	\$3,755	\$3,755	\$0	0.0%
1110	Telephone	\$800	\$800	\$325	\$300	-\$25	-7.7%
4501	County Contract	\$17,000	\$17,000	\$17,000	\$17,000	\$0	0.0%
	Totals	\$22,668	\$22,668	\$21,080	\$21,055	-\$25	-0.1%

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

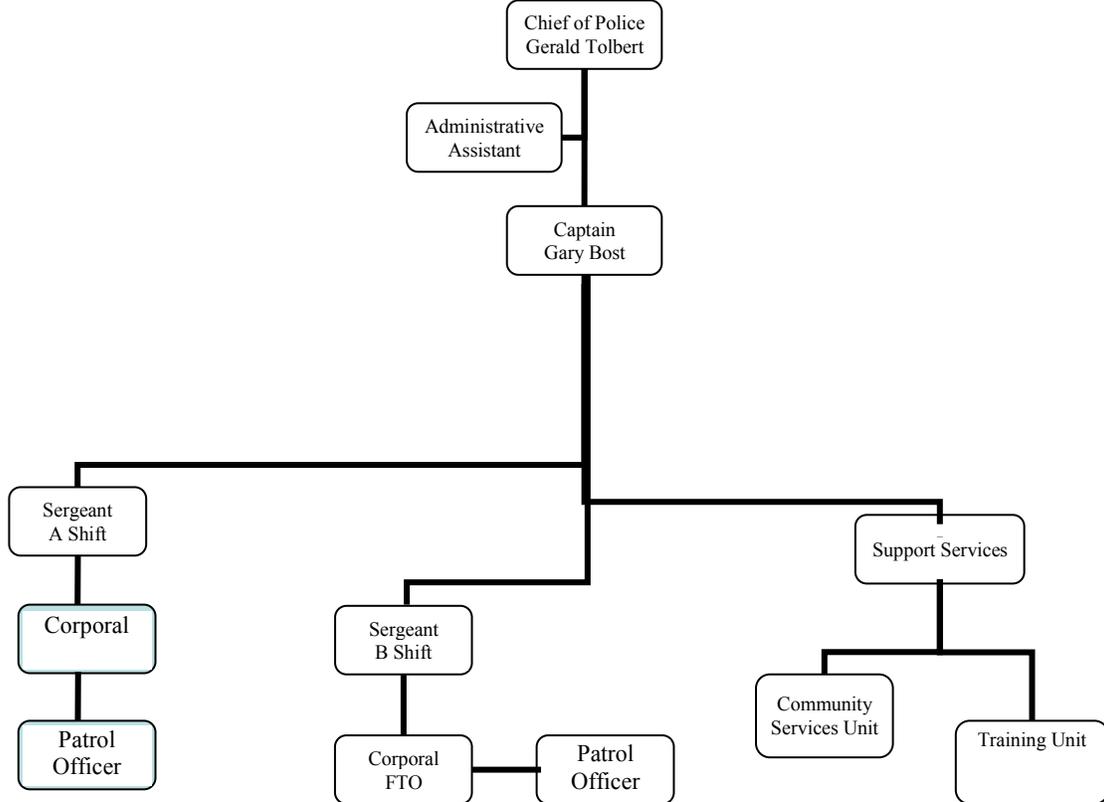
FY 2013 Goals and Objectives

- ✓ Review and revise zoning and development ordinances
- ✓ Expand the departments e-profile
- ✓ Increase availability of planning services and information to City residents

Planning
104400

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0401	Professional Services	\$25,000	\$25,000	\$26,500	\$27,000	\$500	1.9%
0402	Stormwater Phase II	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1400	Training	\$200	\$200	\$500	\$250	-\$250	-50.0%
2600	Advertising	\$500	\$500	\$500	\$250	-\$250	-50.0%
3300	Departmental Supplies	\$100	\$100	\$750	\$200	-\$550	-73.3%
	Totals	\$26,800	\$26,800	\$29,250	\$28,700	-\$550	-1.9%

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.

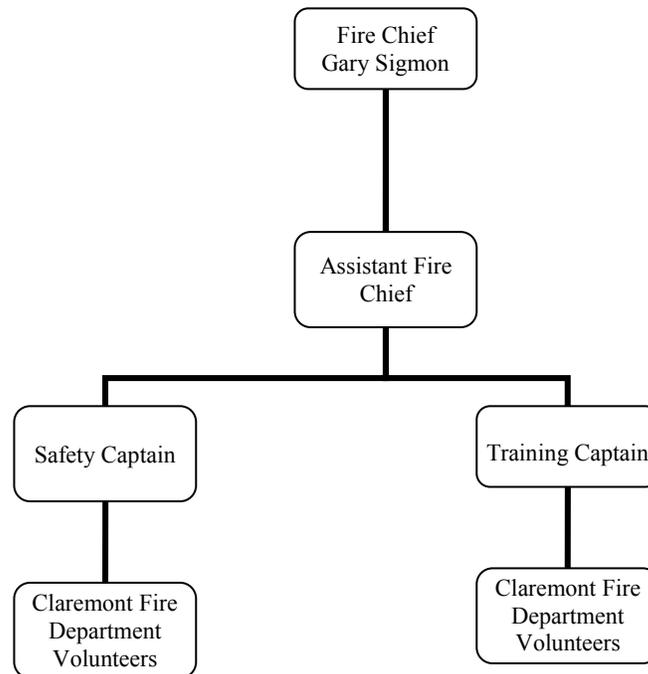
FY 2013 Goals and Objectives

- ✓ Update policy and procedures to reflect legal changes and new methodology
- ✓ Ensure a full roster of part-time officers
- ✓ Begin a Police 101 class
- ✓ Continue the county-wide transition to the 800Mhz radio system
- ✓ Replace one patrol vehicles

**Police
105100**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0132	Separation Allowance	\$15,000	\$15,000	\$15,000	\$11,750	-\$3,250	-21.7%
0200	Full Time Salaries	\$344,617	\$344,617	\$344,617	\$350,182	\$5,565	1.6%
0300	Part Time Salaries	\$53,181	\$53,181	\$53,181	\$55,365	\$2,184	4.1%
0470	OSHA Mandates	\$500	\$500	\$500	\$500	\$0	0.0%
0500	FICA	\$33,600	\$33,600	\$33,600	\$30,824	-\$2,776	-8.3%
0600	Group Insurance	\$63,720	\$73,980	\$64,471	\$65,772	\$1,301	1.8%
0700	Retirement	\$30,000	\$32,000	\$35,500	\$40,306	\$4,806	15.0%
0900	Medical Physical's	\$3,000	\$3,000	\$3,000	\$2,500	-\$500	-16.7%
1100	Postage	\$400	\$400	\$400	\$300	-\$100	-25.0%
1110	Telephone	\$10,500	\$9,000	\$9,000	\$7,500	-\$1,500	-16.7%
1200	Printing	\$300	\$300	\$300	\$300	\$0	0.0%
1300	Natural Gas	\$2,000	\$2,000	\$2,000	\$1,750	-\$250	-12.5%
1310	Electricity	\$6,000	\$5,000	\$5,000	\$5,000	\$0	0.0%
1400	Travel & Training	\$7,000	\$7,500	\$7,500	\$7,500	\$0	0.0%
1500	Maint. Building	\$3,500	\$3,500	\$3,500	\$2,500	-\$1,000	-28.6%
1600	Maint. Equipment	\$2,000	\$1,800	\$1,800	\$1,500	-\$300	-16.7%
1700	Maint. Vehicles	\$7,500	\$6,500	\$8,500	\$7,850	-\$650	-10.0%
1710	Auto Supplies/ Tires	\$3,500	\$3,000	\$3,000	\$3,000	\$0	0.0%
2600	Advertising	\$250	\$250	\$250	\$250	\$0	0.0%
3100	Gas, Oil & Grease	\$26,000	\$26,000	\$30,000	\$35,000	\$5,000	19.2%
3200	Office Supplies	\$2,500	\$2,000	\$2,000	\$2,000	\$0	0.0%
3300	Departmental Supplies	\$19,000	\$6,000	\$5,000	\$5,000	\$0	0.0%
3310	Small Tools & Equip.	\$14,154	\$10,000	\$10,000	\$8,500	-\$1,500	-15.0%
3600	Uniforms	\$9,000	\$9,000	\$8,000	\$8,000	\$0	0.0%
4500	Contracted Services	\$17,000	\$17,000	\$17,000	\$21,500	\$4,500	26.5%
5300	Dues & Subscriptions	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
5400	Insurance	\$22,000	\$22,000	\$25,000	\$24,750	-\$250	-1.1%
5420	Insurance Deductions	\$2,000	\$1,500	\$1,000	\$1,000	\$0	0.0%
5700	Miscellaneous	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
7400	Capital Outlay	\$10,700	\$76,000	\$77,000	\$68,800	-\$8,200	-10.8%
	Totals	\$711,922	\$767,628	\$769,119	\$772,198	\$3,080	0.4%

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.

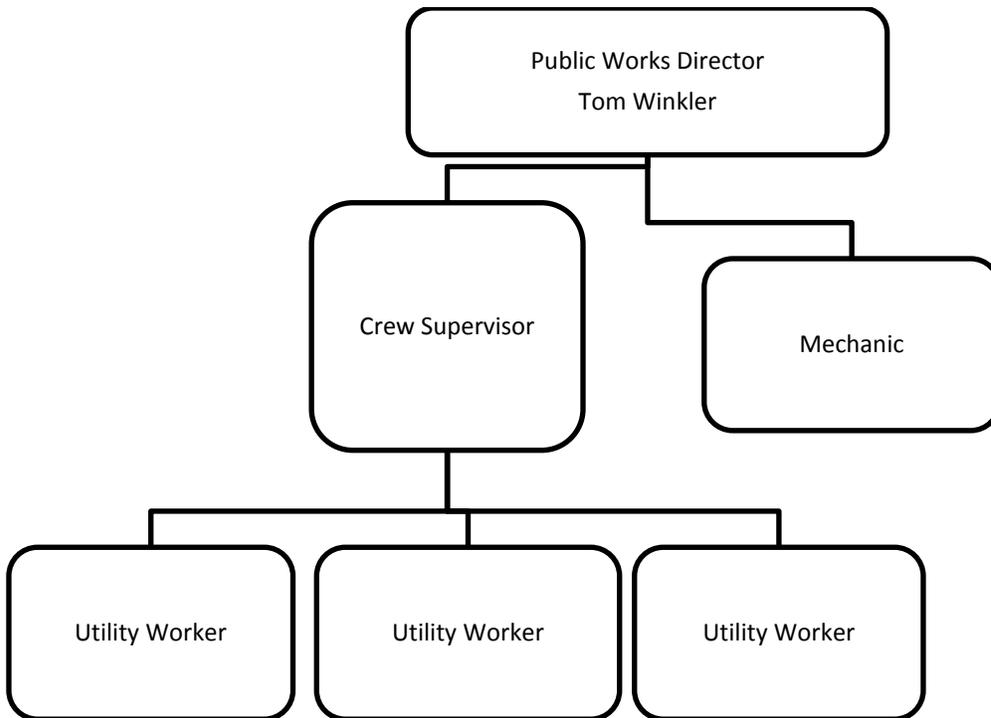
FY 2013 Goals and Objectives

- ✓ Preplan 50% of the Commercial and Industrial Buildings in the City
- ✓ Purchase and implement new fire pagers for volunteer members
- ✓ Bring all new members up to NFPA 1403 Standards
- ✓ Add additional part time shifts to increase coverage and manpower
- ✓ Begin a pay per call incentive program for volunteer members
- ✓ Begin the replacement process for Truck 78

**Fire
105300**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0200	Full Time Salaries	\$53,362	\$91,362	\$84,000	\$56,838	-\$27,162	-32.3%
0300	Part Time Salaries	\$44,928	\$42,432	\$42,432	\$52,416	\$9,984	23.5%
0400	Pay Per Call Incentives	\$10,000	\$0	\$0	\$22,750	\$22,750	0.0%
0430	Legal Services	\$500	\$500	\$0	\$0	\$0	0.0%
0500	FICA	\$7,519	\$9,665	\$9,665	\$7,646	-\$2,019	-20.9%
0600	Group Insurance	\$7,500	\$16,440	\$15,827	\$8,808	-\$7,019	-44.3%
0700	Retirement	\$4,460	\$6,140	\$8,986	\$11,222	\$2,236	24.9%
0900	Medical Physicals	\$5,300	\$8,450	\$10,520	\$10,520	\$0	0.0%
1100	Postage	\$285	\$250	\$300	\$250	-\$50	-16.7%
1110	Telephone	\$6,839	\$5,100	\$5,100	\$3,200	-\$1,900	-37.3%
1300	Natural Gas	\$4,000	\$3,480	\$3,480	\$3,100	-\$380	-10.9%
1310	Electricity	\$6,900	\$6,900	\$8,000	\$8,000	\$0	0.0%
1400	Travel & Training	\$9,056	\$11,210	\$11,210	\$11,000	-\$210	-1.9%
1500	Maint. Buildings	\$5,400	\$5,000	\$6,100	\$6,100	\$0	0.0%
1600	Maint. Equipment	\$10,221	\$9,000	\$8,000	\$8,000	\$0	0.0%
1700	Maint. Vehicles	\$13,200	\$11,000	\$9,500	\$8,500	-\$1,000	-10.5%
1710	Auto Supplies/Tires	\$3,880	\$4,200	\$4,560	\$3,000	-\$1,560	-34.2%
3100	Gas, Oil, Grease	\$7,950	\$7,950	\$8,450	\$10,000	\$1,550	18.3%
3200	Office Supplies	\$1,750	\$1,500	\$1,500	\$1,500	\$0	0.0%
3300	Departmental Supplies	\$3,800	\$5,000	\$4,000	\$3,000	-\$1,000	-25.0%
3310	Small Tools/Equipment	\$9,795	\$10,025	\$12,310	\$12,000	-\$310	-2.5%
3600	Uniforms	\$10,000	\$13,310	\$13,310	\$13,310	\$0	0.0%
4400	Fire Prevention	\$1,200	\$1,200	\$1,200	\$1,200	\$0	0.0%
4500	Contracted Services	\$9,980	\$9,381	\$9,866	\$11,500	\$1,634	16.6%
5300	Dues & Subscriptions	\$1,955	\$2,766	\$2,766	\$2,766	\$0	0.0%
5400	Insurance & Bonds	\$8,000	\$10,158	\$13,601	\$15,000	\$1,399	10.3%
5420	Insurance Deductions	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
5700	Miscellaneous Expenses	\$300	\$500	\$500	\$500	\$0	0.0%
7400	Capital Outlay	\$70,725	\$13,000	\$6,900	\$40,000	\$33,100	479.7%
9100	Contributions	\$6,200	\$6,200	\$6,200	\$5,000	-\$1,200	-19.4%
	Totals	\$326,005	\$313,119	\$309,283	\$338,126	\$28,843	9.3%

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.

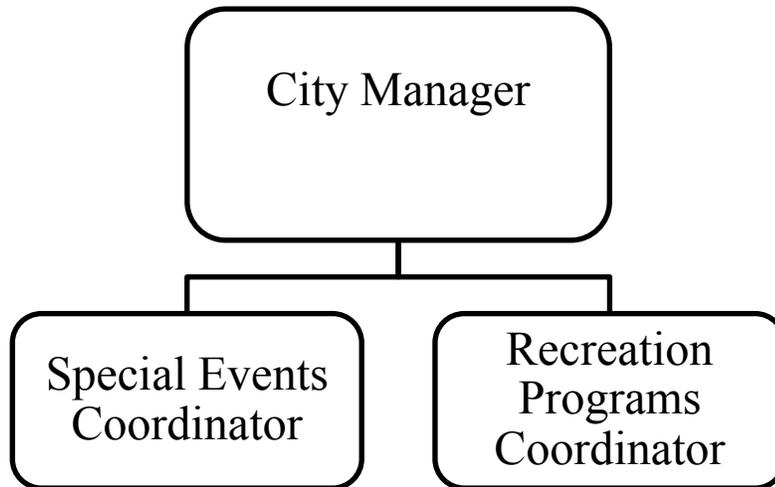
FY 2013 Goals and Objectives

- ✓ Implement once a month department training sessions
- ✓ Update Flagman Training for all Utility Workers
- ✓ Begin ASE certification training for the City Mechanic
- ✓ Continue the replacement of street signs in the City to meet Federal MUTCD regulations

Public Works
105450

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY13 Proposed	FY13 vs FY12	Percent Change
0200	Full Time Salaries	\$185,000	\$185,000	\$185,000	\$191,775	\$6,775	3.7%
0300	Part Time Salaries	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0.0%
0450	Engineering Services	\$1,000	\$1,000	\$1,000	\$0	-\$1,000	-100.0%
0470	OSHA Mandates	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
0500	FICA	\$15,625	\$15,625	\$15,625	\$15,053	-\$572	-3.7%
0600	Group Insurance	\$42,396	\$49,320	\$42,980	\$43,848	\$868	2.0%
0700	Retirement	\$11,700	\$11,700	\$11,700	\$21,152	\$9,452	80.8%
0900	Medical Physicals	\$2,000	\$0	\$2,000	\$1,750	-\$250	-12.5%
1110	Telephone	\$3,000	\$3,000	\$3,000	\$2,000	-\$1,000	-33.3%
1300	Natural Gas	\$4,500	\$3,500	\$3,500	\$3,200	-\$300	-8.6%
1310	Electricity	\$42,000	\$42,000	\$42,000	\$56,000	\$14,000	33.3%
1400	Travel & Training	\$1,000	\$1,500	\$1,500	\$1,500	\$0	0.0%
1500	Maint. Buildings	\$10,000	\$7,500	\$7,500	\$7,500	\$0	0.0%
1600	Maint. Equipment	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0.0%
1610	Maint. Streets	\$20,000	\$15,000	\$15,000	\$15,000	\$0	0.0%
1700	Maint. Vehicles	\$7,000	\$7,000	\$8,000	\$6,500	-\$1,500	-18.8%
1710	Auto Supplies/Tires	\$5,000	\$4,500	\$3,500	\$3,500	\$0	0.0%
2600	Advertising	\$300	\$300	\$300	\$300	\$0	0.0%
3100	Gas, Oil, Grease	\$16,000	\$16,000	\$17,500	\$10,000	-\$7,500	-42.9%
3200	Office Supplies	\$750	\$500	\$500	\$500	\$0	0.0%
3300	Departmental Supplies	\$8,000	\$8,000	\$7,000	\$7,000	\$0	0.0%
3310	Small Tools/Equipment	\$5,700	\$4,500	\$3,000	\$1,500	-\$1,500	-50.0%
3400	Expendable Supplies	\$1,000	\$500	\$500	\$500	\$0	0.0%
3600	Uniforms	\$6,000	\$5,000	\$5,000	\$5,000	\$0	0.0%
4500	Contracted Services	\$87,000	\$85,000	\$85,000	\$85,000	\$0	0.0%
4800	Leaf Bags	\$3,000	\$2,500	\$2,500	\$1,000	-\$1,500	-60.0%
4900	Landfill Fees	\$3,000	\$3,000	\$3,000	\$1,000	-\$2,000	-66.7%
5300	Dues & Subscriptions	\$600	\$600	\$600	\$500	-\$100	-16.7%
5400	Insurance	\$17,000	\$17,000	\$17,000	\$17,000	\$0	0.0%
5420	Insurance Deductions	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
5700	Miscellaneous	\$2,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
7400	Capital Outlay	\$38,500	\$37,825	\$5,000	\$5,000	\$0	0.0%
	Totals	\$559,071	\$548,370	\$510,205	\$524,078	\$13,873	2.7%

Recreation Department



Mission

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

FY 2013 Goals and Objectives

- ✓ Continue to expand recreation programs
- ✓ Increase volunteer opportunities
- ✓ Continue to work with outside granting agencies to expand recreation and park offerings at little to no cost to Claremont residents
- ✓ Increase maintenance and improvements in the City Park including the installation of rubber mulch in the play areas, replacement of the grills and new roofs on the shelters.
- ✓ Seek pricing and funding for a second mural

Parks & Recreation
106200

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY12 vs FY11	Percent Change
0300	Part Time Salaries	\$0.00	\$0.00	\$8,000	\$9,500	\$1,500	18.8%
0500	FICA	\$0.00	\$0.00	\$2,000	\$950	-\$1,050	-52.5%
1310	Electricity	\$3,500	\$2,500	\$2,500	\$2,500	\$0	0.0%
1500	Maint. Buildings	\$6,000	\$5,000	\$4,500	\$7,500	\$3,000	66.7%
2600	Advertising	\$0	\$0	\$250	\$500	\$250	100.0%
3300	Departmental Supplies	\$3,000	\$3,500	\$3,500	\$3,500	\$0	0.0%
3400	Appearance	\$3,000	\$3,000	\$4,000	\$3,000	-\$1,000	-25.0%
4500	Contracted Services	\$10,000	\$8,000	\$8,000	\$2,500	-\$5,500	-68.8%
5150	Recreation Programs	\$0	\$252	\$3,500	\$4,800	\$1,300	37.1%
5100	Marathon	\$10,000	\$11,152	\$0	\$0	\$0	0.0%
4700	Senior Citizens	\$4,600	\$4,340	\$4,000	\$3,700	-\$300	-7.5%
5700	Misc. Expenses	\$200	\$27	\$0	\$0	\$0	0.0%
7300	Claremont Day	\$22,000	\$24,662	\$21,510	\$26,500	\$4,990	23.2%
8200	Christmas Parade	\$6,600	\$6,290	\$5,800	\$5,000	-\$800	-13.8%
	Totals	\$68,900	\$68,723	\$67,560	\$69,950	\$2,390	3.5%

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 3 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 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change	Payoff Date
4100	Rail Spur Principle	\$100,000	\$100,000	\$100,000	\$100,000	\$0	0.0%	2024
4150	Rail Spur Interest	\$59,400	\$55,440	\$51,480	\$47,521	-\$3,959	-7.7%	
4200	City Hall Principle	\$79,061	\$79,791	\$79,790	\$0	-\$79,790	-100.0%	2014
4250	City Hall Interest	\$8,051	\$8,125	\$5,125	\$0	-\$5,125	-100.0%	
5300	Fire Dept. Principle	\$110,146	\$111,346	\$111,346	\$0	-\$111,346	-100.0%	2014
5350	Fire Dept. Interest	\$23,472	\$11,339	\$7,152	\$0	-\$7,152	-100.0%	
	Totals	\$380,130	\$366,041	\$354,893	\$147,521	-\$207,372	-58.4%	

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 2013 Work Program

- ✓ Replace aged and broken sidewalks throughout the city
- ✓ Begin resurfacing streets based upon the 2011 ITRE study done for the City

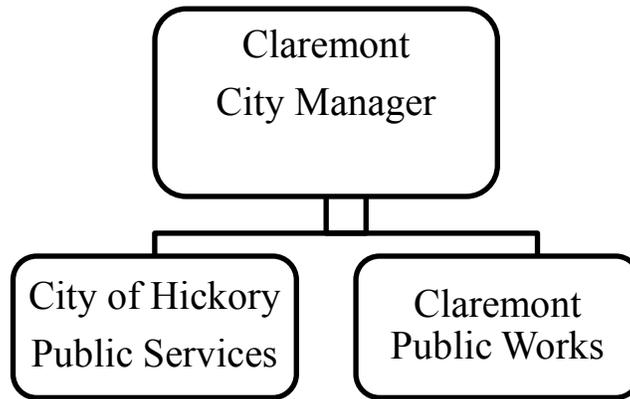
Revenue
Powell Bill Fund
Fund 11

Acct	Description	FY 10 Actual	FY 11 Budget	FY 12 Budget	FY13 Proposed	FY 13 vs FY12	Percent Change
2990.0000	Powell Bill Fund Balance	\$0	\$0	\$0	\$125,000	\$125,000	56000.0%
3430.0000	Powell Bill Distribution	\$35,845	\$35,845	\$20,000	\$41,000	\$21,000	105.0%
	Totals	\$35,845	\$35,845	\$20,000	\$166,000	\$146,000	56105%

**Powell Bill
115700**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY112	Percent Change
0450	Engineering Services	\$2,000	\$2,000	\$2,500	\$2,500	\$0	0.0%
1600	Maint. Equipment	\$300	\$300	\$400	\$500	\$100	25.0%
1700	Maint. Vehicles	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1710	Auto Supplies/Tires	\$300	\$300	\$0	\$0	\$0	0.0%
2600	Advertising	\$100	\$100	\$0	\$0	\$0	0.0%
3300	Departmental Supplies	\$6,000	\$6,000	\$7,600	\$7,500	-\$100	-1.3%
3310	Small Tools/Equipment	\$500	\$500	\$500	\$500	\$0	0.0%
4500	Contracted Services	\$90,100	\$90,100	\$8,000	\$154,000	\$146,000	1825.0%
	Totals	\$100,300	\$100,300	\$20,000	\$166,000	\$146,000	145.6%

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 2013 Goals and Objectives

- ✓ Begin in house certifications for distribution and collection systems
- ✓ Continue proactive inspections of water and sewer services
- ✓ Begin electronic maintenance logging
- ✓ Implement a Root control program for sewer lines along Depot, Church and Calvin Streets
- ✓ Replace a mowing tractor that services the Water and Sewer system
- ✓ Begin the replacement of pumps in the Cities five sewage pump stations
- ✓ Install a backup generator at the School Street pump station

Water Sewer Fund Expenditure Summary

Water & Sewer Fund Totals						
	2010 Budget	2011 Budget	2012 Budget	2013 Proposed	FY 13 vs F12	Percent Difference
Operating	\$647,000	\$671,807	\$718,382	\$816,450	\$98,068	13.7%
Capital	\$0	\$0	\$125,500	\$105,070	-\$20,430	-16.3%
Debt	\$227,988	\$208,534	\$200,611	\$162,212	-\$38,399	-19.1%
Total	\$874,988	\$880,341	\$1,044,493	\$1,083,732	\$39,239	3.8%

Revenues
Fund 30

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
3290	Investment Earnings	\$0	\$20	\$1,000	\$200	-\$800	-80.0%
3350	Miscellaneous Revenues	\$500	\$400	\$450	\$450	\$0	0.0%
37110	Utility Fees	\$748,095	\$822,905	\$1,000,693	\$1,003,432	\$2,739	0.3%
3730	Tap & Capacity Fees	\$1,500	\$1,500	\$10,000	\$5,500	-\$4,500	-45.0%
3750	Utility Penalties	\$10,000	\$10,000	\$7,500	\$8,800	\$1,300	17.3%
3760	Hydrant Fees	\$23,000	\$23,350	\$23,350	\$23,350	\$0	0.0%
3790	Reconnect Fees	\$2,500	\$2,000	\$1,500	\$2,000	\$500	33.3%
3990	Appropriated Fund Balance	\$0	\$0	\$0	\$40,000	\$40,000	0.0%
9790	Transfer from General Fund	\$96,166	\$0	\$0	\$0	\$0	0.0%
	Totals	\$881,761	\$860,175	\$1,044,493	\$1,083,732	\$39,239	3.8%

Water Treatment
308100

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY13 Proposed	FY13 vs FY12	Percent Change
0450	Engineering Services	\$1,500	\$1,500	\$1,500	\$1,000	-\$500	-33.3%
1100	Postage	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.0%
1200	Printing	\$1,000	\$1,000	\$1,250	\$1,250	\$0	0.0%
1310	Electricity	\$1,500	\$1,500	\$1,800	\$1,200	-\$600	-33.3%
1600	Maint. Equipment	\$1,500	\$2,057	\$1,500	\$1,500	\$0	0.0%
2950	Contribution to Capital Reserve	\$0	\$0	\$28,778	\$5,000	-\$23,778	-82.6%
3300	Dept Supplies	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
3310	Small Tools & Equipment	\$1,200	\$1,000	\$1,000	\$1,000	\$0	0.0%
4500	Contracted Services	\$27,000	\$27,000	\$58,354	\$32,000	-\$26,354	-45.2%
4800	Purchase for Resale	\$120,000	\$130,000	\$130,000	\$150,000	\$20,000	15.4%
5400	Insurance	\$2,000	\$2,000	\$2,000	\$1,750	-\$250	-12.5%
	Totals	\$160,200	\$170,557	\$230,682	\$199,200	-\$31,482	-13.6%

Water Maintenance
308150

Acct	Description	FY 10 Budget	FY 11 Budget	FY12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
1400	Travel & Training	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0%
1600	Maint. Equipment	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0%
3100	Gas, Oil, Grease	\$0	\$0	\$0	\$4,000	\$4,000	4000.0%
3300	Department Supplies	\$29,000	\$30,000	\$20,000	\$18,750	-\$1,250	-6%
3310	Small Tools & Equipment	\$3,000	\$2,500	\$2,500	\$2,500	\$0	0%
4500	Contracted Services	\$0	\$0	\$0	\$28,500	\$28,500	0%
7400	Capital Outaly	\$0	\$0	\$75,000	\$16,325	-\$58,675	-78%
	Totals	\$41,500	\$42,000	\$107,000	\$79,575	-\$27,425	-26%

**Waste Water Treatment
308220**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
0450	Engineering Services	\$20,000	\$20,000	\$10,000	\$55,000	\$45,000	450.0%
0480	Monitoring Fees	\$500	\$500	\$1,000	\$1,000	\$0	0.0%
0490	NCDENR Fees	\$0	\$1,000	\$6,500	\$5,000	-\$1,500	-23.1%
1100	Postage	\$2,000	\$2,000	\$2,200	\$2,200	\$0	0.0%
1200	Printing	\$1,000	\$2,500	\$1,500	\$1,500	\$0	0.0%
1500	Maint. Buildings	\$1,200	\$1,000	\$1,000	\$1,000	\$0	0.0%
1600	Maint. Equipment	\$30,000	\$25,000	\$20,000	\$19,000	-\$1,000	-5.0%
3300	Department Supplies	\$5,000	\$3,500	\$3,500	\$3,500	\$0	0.0%
3310	Small Tools & Equipment	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
4500	Contracted Services	\$314,000	\$332,500	\$377,000	\$400,000	\$23,000	6.1%
4600	Contract Termination	\$35,000	\$36,000	\$0	\$0	\$0	0.0%
5400	Insurance	\$3,100	\$3,250	\$4,000	\$3,500	-\$500	-12.5%
	Totals	\$412,800	\$428,250	\$427,700	\$492,700	\$65,000	15.2%

**Waste Water Maintenance
308250**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY13 Proposed	FY13 vs FY12	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	\$15,000	\$12,500	\$12,500	\$0	0.0%
3000	Department Supplies	\$10,000	\$9,000	\$8,000	\$8,000	\$0	0.0%
3100	Gas, Oil, Grease	\$0	\$0	\$0	\$8,500	\$8,500	8500.0%
3310	Small Tools & Equipment	\$2,000	\$2,000	\$2,000	\$1,200	-\$800	-40.0%
4500	Contracted Services	\$3,000	\$2,500	\$3,000	\$28,600	\$25,600	853.3%
7400	Capital Outlay	\$0	\$0	\$50,500	\$88,745	\$38,245	75.7%
	Totals	\$32,500	\$31,000	\$78,500	\$150,045	\$71,545	91.1%

**Debt Service
Fund 30**

Acct	Description	FY 10 Budget	FY 11 Budget	FY 12 Budget	FY 13 Proposed	FY13 vs FY12	Percent Change
8100-8100	Water Bond Principle	\$34,853	\$32,923	\$34,853	\$0	-\$34,853	-100.0%
8100-8200	Water Bond Interest	\$6,000	\$3,353	\$3,500	\$0	-\$3,500	-100.0%
8220-8100-	Mclin Principle	\$147,258	\$147,258	\$147,258	\$147,258	\$0	0.0%
8220-8200	Mclin Interest	\$39,877	\$25,000	\$15,000	\$14,954	-\$46	-0.3%
	Totals	\$227,988	\$208,534	\$200,611	\$162,212	-\$38,399	-19.1%

Long- Term Debt Payment Summary

- ✓ Principal Payment 19 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.

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	\$6.00
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
Business License Permit	
Electronic Gaming Establishment	\$2,500 per establishment & \$1,000 per machine
Planning & Zoning	
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	\$15.00
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	\$2,800.00
Valve and Box	\$1,000.00

Water & Sewer Availability Survey	\$0.00
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Water & Sewer Usage Rates	Base	Per 1000	Bill Code
Residential Water Rates			
3/4" Meter	\$9.32	\$2.51	WI
3/4" Meter Outside	\$18.63	\$5.01	WO
Residential Sewer Rates			
3/4" Meter	\$13.79	\$3.35	SI
3/4" Meter Outside	\$27.56	\$6.68	SO
Inside Commercial & Industrial Water Rates			
3/4 " Meter	\$11.53	\$3.34	C1
1" Meter	\$14.38	\$3.34	C2
1 1/2" Meter	\$15.72	\$3.34	C3
2" Meter	\$33.54	\$3.34	C4
3" Meter	\$85.19	\$3.34	C5
4" Meter	\$182.62	\$3.34	WC
6" Meter	\$225.15	\$3.34	C6
Outside Commercial & Industrial Water Rates			
3/4 " Meter	\$23.04	\$6.66	C7
1" Meter	\$28.76	\$6.66	C8
1 1/2" Meter	\$31.45	\$6.66	C9
2" Meter	\$67.08	\$6.66	CA
3" Meter	\$170.37	\$6.66	CB
4" Meter	\$365.23	\$6.66	WB
6" Meter	\$450.41	\$6.66	CD
Inside Commercial & Industrial Sewer Rates			
3/4 " Meter	\$14.79	\$4.73	S1
1" Meter	\$17.41	\$4.73	S2
1 1/2" Meter	\$20.01	\$4.73	S3
2" Meter	\$22.54	\$4.73	S4
3" Meter	\$25.15	\$4.73	S5
4" Meter	\$40.62	\$4.73	SC
6" Meter	\$50.26	\$4.73	S6
Outside Commercial & Industrial Sewer Rates			
1" Meter	\$34.81	\$6.66	S7
2" Meter	\$45.10	\$6.66	SA
4" Meter	\$121.84	\$6.66	SB



CITY OF CLAREMONT GENERAL FUND CAPITAL IMPROVEMENT PLAN 2013-2017



City of Claremont
General Fund
2013-2017 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2013	Fund		2014	2015	2016	2017	Future	Total
			Balance	Debt						
Pub Works	Signs	5,000			5,000					10,000
Police	Digital Ally Camera Systems	5,000			10,000	6,500				21,500
Police	800 MHz Radio Upgrades	24,800			31,000	18,600	21,700			96,100
Police	Vehicle Replacement	39,000				78,000	39,000	78,000		234,000
Fire	Service Truck Replacement	40,000			85,000					125,000
Fire	Modify Outside Building				7,400					7,400
Pub Works	Mowers				7,500	7,500		15,000		30,000
Admin	City Hall Renovations				18,000					18,000
Fire	Resurface Bay Floors				42,000					42,000
Police	Building Project Phase 3				75,000	25,000				100,000
Fire	Ladder Truck				700,000					700,000
Pub Works	Vehicle Replacement					25,000	65,000			90,000
Fire	Vehicle Replacement					45,000				45,000
Admin	Laserfiche Software						9,000			9,000
Pub Works	Chipper Replacement						30,000			30,000
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
		113,800	-	-	980,900	205,600	164,700	93,000	602,500	2,160,500



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Street Sign Replacement	Department : Public Works
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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 span three years so that not all signs are replaced at one time.	Total Project Cost: <p style="text-align: center;">\$15,000</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	\$5,000
Total Expenditures	\$5,000
Project Balance	\$10,000

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor	\$5,000	\$5,000					\$15,000
TOTAL	\$5,000	\$5,000					\$15,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Digital Ally Camera Systems	Department : Claremont Police Department
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Description: The Claremont Police Department will need to continue the purchase of Digital Ally Camera Systems. The Police Department has purchased 5 Camera Systems as of December 08, 2010. 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 \$4,986.40 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.	Total Project Cost: <p style="text-align: center;">\$21,500</p>
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses	1 Camera	2 Camera	1 Wireless				
Plan/design	Systems	Systems	\$1,000				
Materials/	\$5,000	\$10,000	Cars				
Labor			\$5,500				
TOTAL	\$5,000	\$10,000	\$6,500				\$21,500



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: 800 MHz Radio Upgrade	Department : Claremont Police Department
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<p>Description:</p> <p>Catawba County and Municipalities will be converting to an 800 MHz Radio System. The City of Claremont Police Department will need 17 Mobile Radios and 25 Handheld Walkies to complete the change from 155 MHz to 800 MHz equipment. The cost of the Mobile 800 MHz radios are \$3,600.00 for Handheld Walkies and \$3,700.00 for the Mobiles. The Claremont Police Department will apply to grants as they come available and spread the cost over a 5 year period. The Radio System change is mandatory and needs to be complete within the next 5 years.</p>	<p>Total Project Cost: \$96,100</p> <p>Estimated Impact on Operating Budget:</p>
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses Plan/design Materials/ Labor	24,800	31,000	18,600	21,700			96,100
TOTAL	24,800	31,000	18,600	21,700			96,100



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Replacement of Service Truck #78	Department : Fire Department
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Description: We would like to replace the 1987 Ford Service Truck. The fire department won this 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.	Total Project Cost: <p style="text-align: center;">\$125,000</p> Estimated Impact on Operating Budget:
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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/	\$40,000						
Labor		\$85,000					
TOTAL	\$40,000	\$85,000					\$125,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Modify Outside Building	Department : Fire Department
--	--

Description: The building that the members built in the rear of the fire department will need to have some modifications to the front of the building. These modifications are needed as we replace the service truck in the next budget year. The two garage doors will not allow for clearance of the larger vehicle(s). We propose to remove both doors and replace them with one door, which will allow approximately three more feet to the opening. A new steel header, post and a wider garage door will be needed.	Total Project Cost: <p style="text-align: center;">\$7,000</p> Estimated Impact on Operating Budget:
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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		\$7,000					\$7,000
TOTAL		\$7,000					\$7,000



City of Claremont Capital Improvements

FY 2013-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;">\$30,000</p> 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		\$7,500	\$7,500		\$15,000		\$30,000
TOTAL		\$7,500	\$7,500		\$15,000		\$30,000



City of Claremont Capital Improvements

FY 2013-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;">\$18,000</p> Estimated Impact on Operating Budget:
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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		\$18,000					\$18,000
TOTAL		\$18,000					\$18,000



City of Claremont Capital Improvements

FY 2013-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 12 years old and has had no maintenance, the product we are considering would last an additional 10 years with no maintenance.	Total Project Cost: \$47,000 Estimated Impact on Operating Budget:
--	---

Project Status as of December 31, 2013	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/Labor		\$42,000					
TOTAL		\$42,000					\$42,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Ladder Truck	Department : Fire Department
---------------------------------------	--

Description: We would like to replace the 1971 fire engine, in the year 2014. This engine served as a reserve engine for the last 15 years and has been in service for 43 years. Beyond the maintenance cost and lack of current safety requirements this truck is due for replacement. This vehicle was surplused in 2012. We would like to propose this replacement with a combination type vehicle which would improve our rating with the department of Insurance and provide a safer vehicle for our members to respond with. During each inspection we have been losing points for the rating system which in turn adds to the cost of insurance for our citizens. This vehicle is approximately the same size as our current engines and would have a 75ft ladder. This type of truck would provide the proper equipment and reach for our city. This type of truck would be the best overall replacement for this engine.	Total Project Cost: <p style="text-align: center;">\$700,000</p> Estimated Impact on Operating Budget:
--	--

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor		\$700,000					
TOTAL		\$700,000					\$700,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

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

Description: 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.	Total Project Cost: <p style="text-align: center;">\$90,000</p> Estimated Impact on Operating Budget:
--	---

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	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 2013-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:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor			\$45,000				
TOTAL			\$45,000				\$45,000



City of Claremont Capital Improvements

FY 2013-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	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor				\$9,000			\$9,000
TOTAL				\$9,000			\$9,000



City of Claremont Capital Improvements

FY 2013-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	
X	New
	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor				\$30,000			\$30,000
TOTAL				\$30,000			\$30,000



City of Claremont Capital Improvements

FY 2013-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;">\$24,000</p> Estimated Impact on Operating Budget:
---	---

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor						\$20,000	\$20,000
TOTAL						\$20,000	\$20,000



City of Claremont Capital Improvements

FY 2013-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: <p style="text-align: center;">\$87,500</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor						\$87,500	\$87,500
TOTAL						\$87,500	\$87,500



City of Claremont Capital Improvements

FY 2013-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:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor						\$145,000	\$145,000
TOTAL						\$145,000	\$145,000



City of Claremont Capital Improvements

FY 2013-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: \$350,000</p> <p>Estimated Impact on Operating Budget:</p>
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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							
TOTAL						\$350,000	\$350,000



CITY OF CLAREMONT WATER & SEWER FUND CAPITAL IMPROVEMENT PLAN 2013-2017



City of Claremont
 Water & Sewer Fund
 2013-2017 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2013	2014	2015	2016	2017	Future	Total
Water/Sewer	Root Control Program	8,000						8,000
Water/Sewer	Spare Pumps for Lift Stations	18,500	18,500					37,000
Water/Sewer	Outfall Mowing Tractor	32,650						32,650
Water/Sewer	School Street Lift Station Generator	45,920						45,920
Water/Sewer	Mclin Sand Filter Media		125,000					125,000
Water/Sewer	Outfall Maintenance Vehicle		13,000					13,000
Water/Sewer	North WWTP Digester		7,500					7,500
Water/Sewer	WWTP Emergency Generators			300,000				300,000
Water/Sewer	McLin Barscreen Replacement			10,000				10,000
Water/Sewer	Lift Station Portable Generator				52,000			52,000
Water/Sewer	Mclin Grit Removal System				50,000			50,000
Water/Sewer	Mclin SCADA Upgrade				25,000			25,000
Water/Sewer	Mclin Paving					32,500		32,500
Water/Sewer	McLin Outfall						3,955,000	3,955,000
Water/Sewer	North WWTP Transfer to Pump Station						550,000	550,000
Water/Sewer	South WWTP Removal						175,000	175,000
		105,070	164,000	310,000	127,000	32,500	4,680,000	5,418,570



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Root Control Program	Department : Water & Sewer Fund
---	---

Description: Overtime roots infiltrate the wastewater lines and cause maintenance issues of broken pipes and clogs. The City owns a sewer jetter machine that will clear the lines of clogs; however, this machine is ineffective to remove the roots. If untreated, the roots also allow groundwater to infiltrate the sewer system, which add undue pressure to the system and wastewater plant during rainstorms. In order to remove the roots a contractor will close a section of the sewer system and bypass pump the system. Once the bypass is installed the existing pipe is pumped full of a root killing chemical. The roots will dissolve and the pipe is then fully cleaned before being returned to service. This type of application is required to ensure the pipes remain clear and will help defer full replacement of certain pips overtime. The City has targeted sewer pipes on Lawrence, Oak, Church, Calvin and Depot Streets as pipes in need of this program.	Total Project Cost: \$8,000
	Estimated Impact on Operating Budget:

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor	\$8000						\$8000
TOTAL	\$8000						\$8000



City of Claremont Capital Improvements

FY 2013-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. This project spreads the capital costs of the pumps over two fiscal years. Pumps Needed: Rest Area: \$12,000 Mom & Pops: \$10,000 School: \$10,000 Cargo: \$5,000	
Total Project Cost: \$37,000 Estimated Impact on Operating Budget:	

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	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 2013-Future Capital Projects Detail

Project Title: Outfall Mowing Tractor	Department : Water & Sewer Fund
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Description: The current outfall mowing tractor is a 1990 model 3930 Ford tractor with an Alamo sickle mowing arm. This tractor has been heavily used over the past twenty-two years and is beginning to have higher than normal down times and repair costs. This tractor is used solely to keep all 23 miles of sewer outfall lines mowed and clear throughout the year and is a vital piece of the overall operation. The current tractor has 13,382 miles logged on it with an average yearly use of 608 miles. Our sewer operations permit requires that the City keep all outfall lines passible by truck for routine maintenance and without this tractor this would not be feasible.	Total Project Cost: <p style="text-align: center;">\$ 32,650</p> Estimated Impact on Operating Budget:
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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	\$32,650						\$32,650
TOTAL	\$32,650						\$32,650



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Emergency Backup Power Generator with Automatic Transfer Switch for School Lift Station	Department : Water & Sewer Fund
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Description: The School Lift Station is the largest in Claremont. All the Lift Stations that go the McLin Creek Wastewater Plant go into this Lift Station. Emergency Power Generation in the event of a power failure is a requirement of the NC 2T Rules	Total Project Cost: \$45,920 Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/	\$45,920						\$45,920
Labor							
TOTAL	\$45,920						\$45,920



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin WWTP Sand Filter Media	Department : Water & Sewer Fund
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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: <p style="text-align: center;">\$125,000</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor		\$125,000					\$125,000
TOTAL		\$125,000					\$125,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Outfall Maintenance Vehicle	Department : Water & Sewer Fund
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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: \$ 13,000
	Estimated Impact on Operating Budget: \$200

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor		\$13,000					\$13,000
TOTAL		\$13,000					\$13,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: North WWTP Digester Repair	Department : Water & Sewer Fund
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Description: The project will consist of repairing the outer side of the square digester. The bottom will need to be reconditioned with concrete poured and built up even with the other side as this will increase digester capacity.	Total Project Cost: <p style="text-align: center;">\$7,500</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor		\$7,500					\$7,500
TOTAL		\$7,500					\$7,500



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: Emergency Generators for both WWTPs with Automatic Transfer Switch	Department : Water & Sewer Fund
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Description: The State requires WWTPs to have backup generators to ensure the Plants continue to operate. The North WWTP has no generator to ensure Plant operation and the generator at McLin WWTP only runs the Lift Station at the head of the plant and no other plant processes. North WWTP: \$125,000 McLin WWTP: \$175,000	Total Project Cost: \$300,000
	Estimated Impact on Operating Budget:

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor			\$300,000				\$300,000
TOTAL			\$300,000				\$300,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin WWTP Barscreen Chain	Department : Water & Sewer Fund
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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	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor			\$10,000				
TOTAL			\$10,000				



City of Claremont Capital Improvements

FY 2013-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	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor				\$52,000			\$52,000
TOTAL				\$52,000			\$52,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin WWTP Grit Removal System Overhaul	Department : Water & Sewer Fund
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Description: The project will consist of completely overhauling the system or installing a new system.	Total Project Cost: <p style="text-align: center;">\$50,000</p>
	Estimated Impact on Operating Budget:

Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor				\$50,000			\$50,000
TOTAL				\$50,000			\$50,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin WWTP SCADA and Computer upgrade	Department : Water & Sewer Fund
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Description: The plant would greatly benefit from some SCADA additions to help improve plant performance. The computer we have would need to be upgraded to handle the SCADA additions.	Total Project Cost: <p style="text-align: center;">\$25,000</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor				\$25,000			\$25,000
TOTAL				\$25,000			\$25,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin Paving	Department : Water & Sewer Fund
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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:
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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					\$32,500		\$32,500
TOTAL					\$32,500		\$32,500



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: McLin Outfall Line	Department : Water & Sewer Fund
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Description: 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.	Total Project Cost: <p style="text-align: center;">\$ 3,955,000</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor							
TOTAL						\$3,955,000	\$3,955,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: North WWTP transfer to a pump station	Department : Water & Sewer Fund
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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;">\$ 550,000</p> Estimated Impact on Operating Budget:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor							
TOTAL						\$550,000	\$550,000



City of Claremont Capital Improvements

FY 2013-Future Capital Projects Detail

Project Title: South WWTP Removal	Department : Water & Sewer Fund
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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:
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Project Status	
Total Appropriations	
Total Expenditures	
Project Balance	

Request Type	
	New
X	Continuation

Project	2013	2014	2015	2016	2017	Future	Total
Expenses							
Plan/design							
Materials/ Labor							
TOTAL						\$175,000	\$175,000