

CLAREMONT NORTH CAROLINA



Budget for the Fiscal Year Ending June 30, 2015

Approved by the Claremont City Council on June 2, 2014

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

City of Claremont
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City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 15-13

AN ORDINANCE OF THE CITY OF CLAREMONT ADOPTING THE CLAREMONT
MUNICIPAL BUDGET FOR FISCAL YEAR 2015

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, 2014 and ending June 30th 2015.

Ad Valorem Taxes	\$1,941,039
Occupancy Tax	\$4,000
Grants & Investments	\$600
Utility Franchise Fees	\$225,200
Sales Tax	\$259,100
Fund Balance	\$56,536
State Shared Revenues	\$32,650
Fees	\$38,850
Miscellaneous	\$12,025
Total	\$2,570,000

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 2014, and ending June 30th 2015, in accordance with the chart of accounts heretofore established for the City.

City Council	\$65,120
Economic Development	\$22,000
Administration	\$398,543
Police	\$863,521
Fire	\$359,820
Public Works	\$567,164
Recreation	\$93,913
Planning	\$29,300
Library	\$23,100
Debt Service	\$147,520
Total	\$2,570,000

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 2014 and ending June 30th 2015:

Charges for Utilities	\$1,071,257
Other Charges	\$69,250
Total	\$1,140,507

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 2014 and ending June 30th 2015, in accordance with the chart of accounts heretofore established for this city.

Water Treatment	\$283,071
Water Maintenance	\$144,500
Waste Water Treatment	\$588,586
Waste Water Maintenance	\$124,350
Debt Service	\$0
Total	\$1,140,507

Section 5: It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal Year Beginning July 1st 2014 and ending June 30th 2015:

Powell Bill Distribution	\$40,000
Total	\$40,000

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 2014 and ending June 30th 2015, in accordance with the chart of accounts heretofore established for this city.

Powell Bill Operations	\$40,000
Total	\$40,000

Section 7: It is estimated that the following revenues will be available in the PJ Stanley Fund for the Fiscal Year Beginning July 1st 2014 and ending June 30th 2015:

Contributions	\$2,500
Transfer from General Fund	\$6,400
Total	\$8,900

Section 8: The following amounts are hereby appropriated in the PJ Stanley Fund for the memorial scholarships and fundraising for the Fiscal Year beginning July 1st 2014 and ending June 30th 2015, in accordance with the chart of accounts heretofore established for this city.

Scholarships	\$2,500
Department Supplies	\$6,400
Total	\$8,900

Section 9: The operating funds encumbered on the financial records of June 30th 2014 are hereby re-appropriated into this budget.

Section 10: There is hereby levied a tax at the rate of forty six cents (\$.46) per one hundred (\$100) valuation of property as listed for taxes as of January 1st 2014, for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance.

Section 11: The corresponding FY 2014-2015-Schedule of Fees is approved with the adoption of this Annual Budget Ordinance. The FY 2015 Schedule of Fees is attached as Attachment A to this Ordinance.

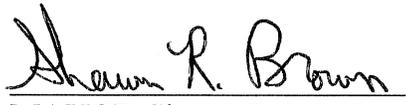
Section 12: The City Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

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

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

INTRODUCED at the regular meeting of the City Council of the City of Claremont on June 2, 2014.

ADOPTED at the regular meeting of the City Council of the City of Claremont on June 2, 2014.

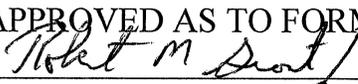

MAYOR Shawn Brown

ATTEST:



Doug Barrick, City Clerk

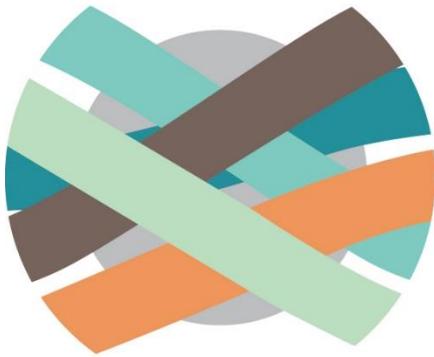
APPROVED AS TO FORM:



Bob Grant, City Attorney

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Manager's Message



CLAREMONT

NORTH CAROLINA

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

From: Doug Barrick, City Manager

Re: Transmittal of the Fiscal Year 2015 City of Claremont Manager's Recommended Budget

Date: May 5, 2014

I am honored to present the City of Claremont Manager's Recommended Budget for Fiscal Year 2015. This budget proposal represents the ongoing financial stability of the City in a financially difficult time as the City deals with the effects of coming out of the recent 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 \$2,570,000 which represents an increase of 3% from the Fiscal Year 2014 budget.

Generally, most revenue sources are projected to increase, to reflect the uptick in economy as seen the actual year end numbers for the past two years and for the current year. 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. The City has seen growth in personal and business property as our businesses begin to recover and expand operations. The City has also been fortunate to fill all buildings and add residential units over the last year. The City has also made a critical investment in the business park in the shell building project to bring industry and jobs. The successes are a direct result of our ability to invest in the City and EDC activities.

We continue to monitor the direct impact of other governments on our budget, such as the State's recent tax reform efforts and the coming county revaluation process for fiscal year 2016. As a result of prior legislation the transitional hold harmless distribution from the state expired this fiscal year.

Manager's Message

Significant changes in the proposed budget for Fiscal Year 2015 include an increase in local city staff in the Police and Public Works departments, the introduction of a solid waste collection fee, the replacement of a Fire engine and phase III construction of the police station. The proposed budget accounts for an increase in personnel costs by 4%, an increase in operating costs by 1%, capital spending is also up by 7%. While this budget represents an increase in expenditures it balances those expenses by the expansion of revenues. 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 2015

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

Specific initiatives funded in the FY 2015 Manager's Recommended Budget while controlling costs include:

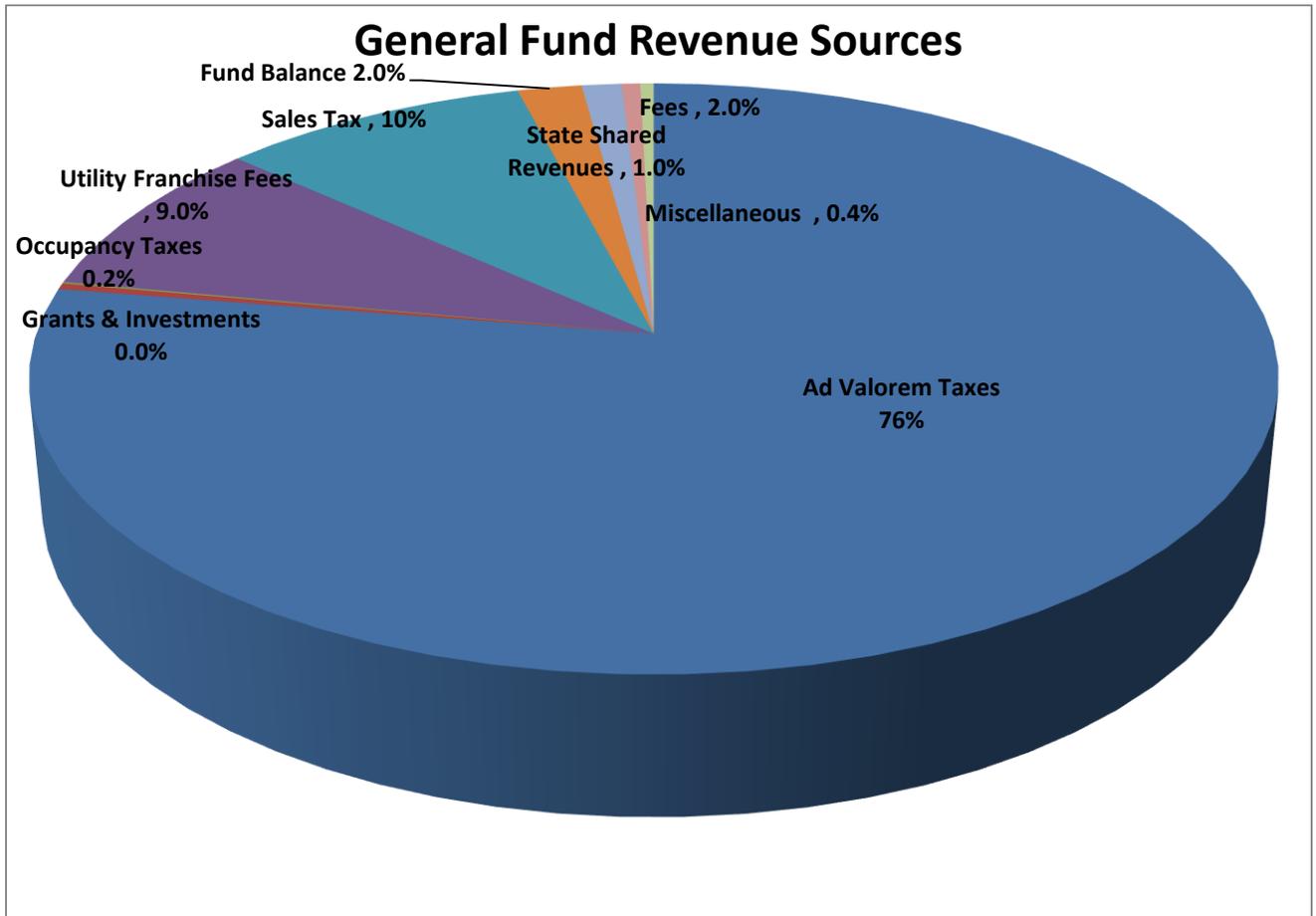
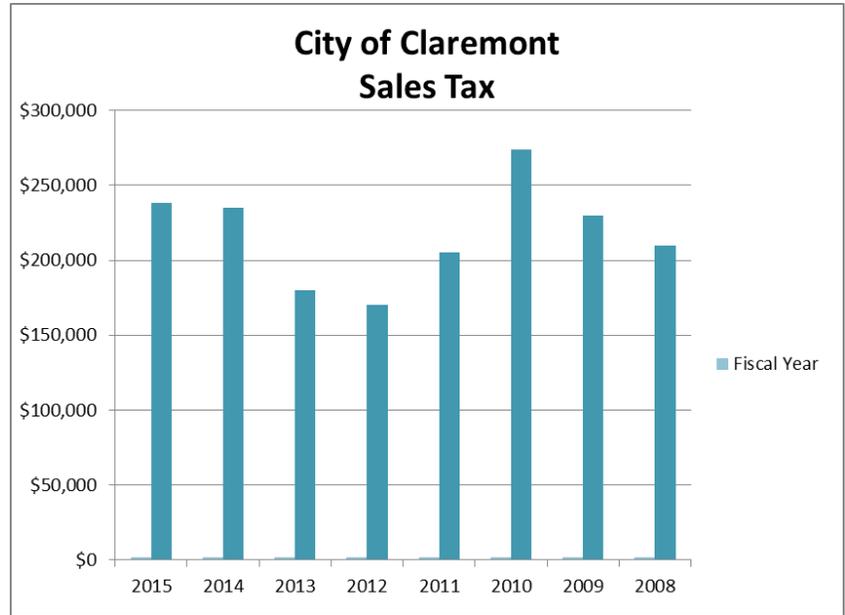
- ✓ Fund a new full time police officer position
- ✓ Fund a new full time public works/parks position
- ✓ Replace one patrol car in the Police Department & one Fire Engine in the Fire Dept.
- ✓ Increase the marketing of Claremont through various economic channels to help diversify the tax base
- ✓ Begin planning for the expansion/renovation of the Public Works facility
- ✓ Begin a solid waste collection fee, in conjunction with new solid waste and recycling services
- ✓ Implementation of the Parks & Recreation Master Plan
- ✓ Continue the transition to radio read water meters with a focus on commercial accounts

General Fund Revenue Highlights

The FY 2015 Manager's Recommended Budget proposes a continuation of the \$0.46 tax rate per \$100 of assessed valuation for the tenth year in a row. Ad valorem taxes remain the City's largest revenue source, providing more than 76% of the City's annual operating budget. As the chart depicts, the City's tax levy has begun to rebound as result of the growth in personal and business property as our businesses begin to recover and expand operations. This trend can be seen statewide as the economy crawls its way back from the depths of the 2008 recession. The City and the region are far from rebounding job numbers from pre 2008 however the unemployment rate continues to slowly tick down.

Manager's Message

Other revenues such as Sales Tax and State Shared Revenues while expected to be lower than 2010 levels are forecasted to have a higher than anticipated return as these distributions are based on the City's population and consumer spending. As housing units fill and development increases the population has risen to an estimated 1,389 and is forecasted to continue to grow. The Utility Franchise Tax distribution is expected to rise slightly in FY 2015 but will be locked in in future years with the recent tax reform changes. This revenue is the third highest source of funds and will be a slow grower for years to come under the new state formula. Most General fund fees and rates are proposed to remain flat for this fiscal year as well, however a few fees will increase and a new monthly solid waste collection fee of \$3 a month is proposed.

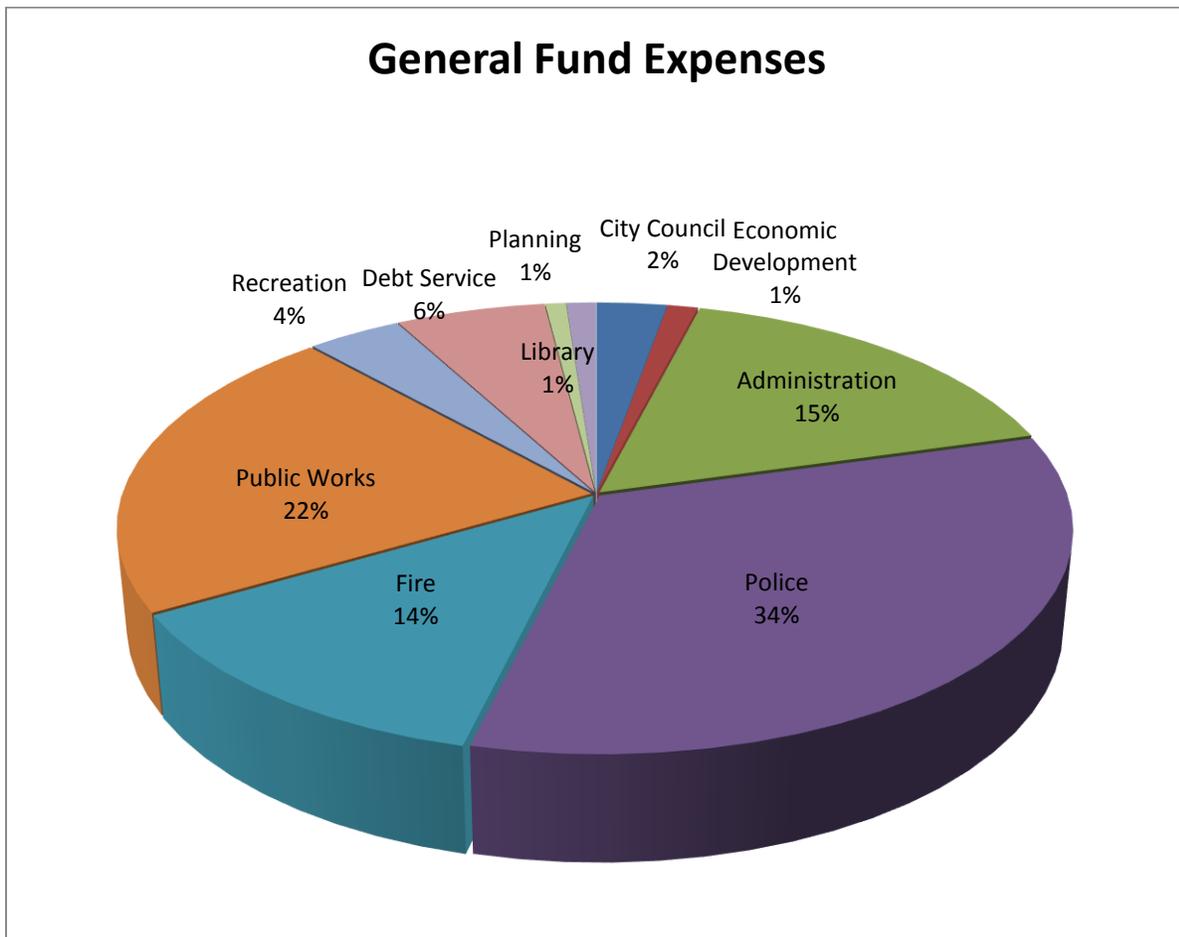


Manager's Message

Overall, the City has seen changes in our revenue streams, however through careful planning and ensuring a diverse tax base the City has been able to successfully navigate these fluctuations. Our strong fund balance has also ensured a stable tax rate as the City has leaned on its savings to ensure stability for our Citizens and Businesses'. It has also been common practice for the City to only use the need allocation of the appropriated fund balance to continue its strong position. In order to remain stable year after year the proposed budget uses \$56,536 of the Fund Balance. In doing so this budget becomes more in line with a true balanced state. This overall reduction coupled with the conservative forecast for revenues will help build our fund balance to allow the City to ride out future down turns and to handle future capital and infrastructure needs.

General Fund Expenditure Highlights

In order to keep up with residential and business growth and call volumes the City will be shifting funding in public services. This shift will allow the hiring of an additional full time police officer and funding of new coverage hours of part time staff for the fire dept. on weekends. These new positions and hours will greatly enhance the cities ability to protect the community. The proposed budget also looks to continue investments in these two departments through the replacement of a fire engine, the replacement of one police car and beginning an expansion of the police station to include a locker room, evidence room, file storage, & interview room



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

Other changes in spending include budgeting for the cost of operations that beginning to equalize. The city has made strategic changes to help offset operational costs through evaluating all outside contracts. These contract deletions, rebids and creative delivery options have helped to level operational spending. The City has also invested in green options such as new energy efficient lighting & programmable HVAC systems. Some of the operational costs are on the rise but mainly in areas beyond our control such as street light and natural gas. However, overall operation costs for the City have been contained to a 1% growth as compared to last year even given these outside rate increases.

The City has not taken on any additional debt during the current year nor does it propose to do so in Fiscal Year 2015 at this time. The City has examined the potential to take on some debt to take advantage to low increase rates and to recollateralize some outstanding debt. The City has managed debt carefully and paid off debt early in recent years to save on interest payments. This practice as allowed the City on invest in capital projects from the Capital Improvement Plan. This plan takes a holistic approach to evaluating future needs of the City and allows us to budget out costs over a five-year plan, rather than on a year to year basis.

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

Water & Sewer Fund

Historically the water and sewer fund rates have not truly offset the expenses of the system. The City Council has taken a proactive approach over the past five years to make this fund self-sufficient and to invest in the systems future. Currently this is the fourth fiscal year that the General Fund has not helped fund the Water and Sewer Fund. In response to added pressure from State regulations, system maintenance, increases in operational costs, and taking on capital expenses the Water and Sewer system rates are proposed to increase in FY 15 by 1.5%. This rate increase upon its onset was formulated to allow for capital spending through a reinvestment in the City's system thru the deployment of automatic radio read meters for all customers and the expansion of the sewer capacity for the City. This is a two year project FY 14 focused on residential meters replacements and FY 15 will focus on commercial meters and the beginning of phase one of the sewer expansions. Phase I includes replacing the North Waste Water Treatment plant with a pump station and new force main sewer lines. This new pump station will triple the capacity of the North service basin and expand some underserved areas of the city as new lines are installed to route this sewer flow. The City remains committed to the meter replacement

Manager's Message

project and the expansion of sewer service in the city while focusing on ensuring the most reasonable rate structure possible.

In the coming year the water and sewer fund will be replacing an aging mower, begin a water line cleaning program, replacing a service truck, replace the bar screen system at the McLin Creek WWTP and continue engineering for solutions to tackle an aging sewer plant and increase the systems sewer capacity

Conclusion

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

Respectfully submitted,

Doug Barrick

Doug Barrick
City Manager

Stephanie Corn

Stephanie Corn
Finance Officer

City Information

Incorporated 1893

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



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

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

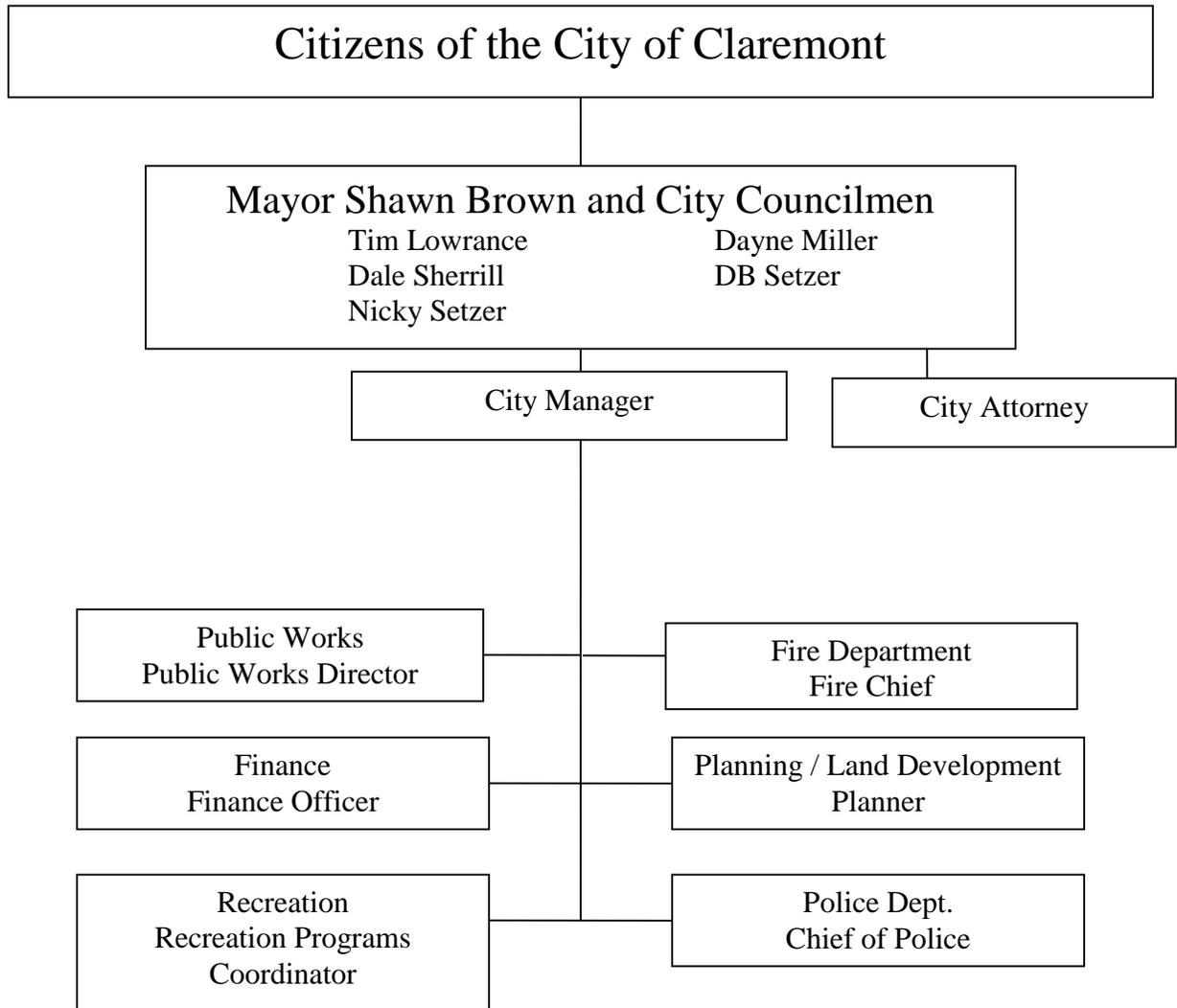
Today, Claremont is a highly diverse community with three public parks, a wide variety of housing opportunities, retail and office buildings and a multinational industrial park. The City has one interchange on Interstate 40, and is transected by US Highway 70, and a main branch of Norfolk Southern rail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

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



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

City of Claremont Organizational Chart



Citizen's Budget Guide

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

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

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

MUNICIPAL BUDGETS IN NORTH CAROLINA

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

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

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

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

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

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

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

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

If you have questions, please call:

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

BUDGET FORMAT

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

- **General Fund** City, Civic, Administration, Library, and Capital Improvement, Police, Fire, Public Works, fund Receipts or Transfers and Debt Service, and all other funds managed FY 1998 through the General Fund under a contract with Electricities and in cooperation with the City of Huntersville.
- **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 2014-2015*

Date	Description
January 6, 2014	City Council receives Budget calendar
January 24, 2014	Department heads submit CIP requests
February 10, 2014	Department heads submit proposed FY 15 goals
February 13, 2014	Department head meeting to review/revise goals
February 28, 2014	Departments submit line item budget requests to Finance Director
March 7, 2014	Finance Officer submits revenue estimates
March 12, 2014	Manager finalizes Recommended CIP
March 13-18, 2014	Manager and departments hold budget meetings
March 29, 2014	Council, Manager, and Staff workshop to discuss FY 2015 Budget, Goals and CIP
March 31, 2014	Manager and departments hold budget meeting
April 29, 2014	Staff finalizes, prints and prepares budget for distribution
May 5, 2014	Manager submits recommended FY 2015 Budget to Council and Citizens
May 12-23, 2014	Additional budget workshops, if needed
June 2, 2014	Public Hearing on FY 15 Budget & City Council adopts budget

Bold = Council Action

General Fund Expenditure Summary

City Council							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$51,659	\$16,113	\$12,146	\$10,670	\$10,670	\$0	0.0%
Operating	\$136,912	\$59,050	\$60,000	\$58,300	\$54,450	-\$3,850	-6.6%
Total	\$188,571	\$75,163	\$72,146	\$68,970	\$65,120	-\$3,850	-5.6%

Administration							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$208,380	\$211,154	\$232,802	\$245,625	\$250,533	\$4,908	2.0%
Operating	\$167,200	\$166,650	\$164,923	\$181,074	\$170,010	-\$11,064	-6.1%
Capital	\$0	\$0	\$0	\$25,500	\$0	-\$25,500	-100.0%
Total	\$375,580	\$377,804	\$397,725	\$452,199	\$420,543	-\$31,656	-7.0%

Library							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Operating	\$22,668	\$21,080	\$21,055	\$20,300	\$23,100	\$2,800	13.8%
Total	\$22,668	\$21,080	\$21,055	\$20,300	\$23,100	\$2,800	13.8%

Planning							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Operating	\$26,800	\$29,250	\$28,700	\$29,150	\$29,300	\$150	0.5%
Total	\$26,800	\$29,250	\$28,700	\$29,150	\$29,300	\$150	0.5%

Police							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$552,378	\$546,369	\$554,198	\$562,105	\$573,649	\$11,544	2.1%
Operating	\$139,250	\$145,750	\$149,200	\$164,200	\$156,287	-\$7,913	-4.8%
Capital	\$0	\$77,000	\$68,800	\$98,974	\$133,585	\$34,611	35.0%
Total	\$691,628	\$769,119	\$772,198	\$825,279	\$863,521	\$38,242	4.6%

Fire							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$166,039	\$160,910	\$136,930	\$147,874	\$153,370	\$5,496	3.7%
Operating	\$134,080	\$141,473	\$161,196	\$153,520	\$164,450	\$10,930	7.1%
Capital	\$13,000	\$6,900	\$40,000	\$16,875	\$42,000	\$25,125	148.9%
Total	\$313,119	\$309,283	\$338,126	\$318,269	\$359,820	\$41,551	13.1%

General Fund Expenditure Summary

Public Works							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$269,645	\$263,305	\$279,828	\$296,861	\$333,387	\$36,526	12.3%
Operating	\$240,900	\$241,900	\$239,250	\$239,780	\$255,000	\$15,220	6.3%
Capital	\$37,825	\$5,000	\$5,000	\$5,000	\$0	-\$5,000	-100.0%
Total	\$548,370	\$510,205	\$524,078	\$541,641	\$588,387	\$46,746	8.6%

Recreation							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$0	\$10,000	\$10,450	\$13,000	\$9,920	-\$3,080	-23.7%
Operating	\$68,723	\$57,560	\$59,500	\$62,250	\$62,770	\$520	0.8%
Capital	\$0	\$0	\$0	\$18,000	\$0	-\$18,000	-100.0%
Total	\$68,723	\$67,560	\$69,950	\$93,250	\$72,690	-\$20,560	-22.0%

Debt Service							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Operating	\$366,041	\$354,893	\$147,521	\$147,520	\$147,520	\$0	0.0%
Total	\$366,041	\$354,893	\$147,521	\$147,520	\$147,520	\$0	0.0%

General Fund Totals							
	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Budget Difference	Percent Difference
Personnel	\$1,248,101	\$1,207,851	\$1,226,354	\$1,276,135	\$1,331,528	\$55,393	4%
Operating	\$1,248,101	\$862,713	\$883,824	\$908,574	\$915,367	\$6,793	1%
Capital	\$50,825	\$88,900	\$113,800	\$164,349	\$175,585	\$11,236	7%
Debt	\$366,041	\$354,893	\$147,521	\$147,520	\$147,520	\$0	0%
Total	\$2,913,068	\$2,514,357	\$2,371,499	\$2,496,578	\$2,570,000	\$73,422	3%

2,570,000.00	Revenue
2,570,000.00	Expense
0.00	Difference

Revenue
General Fund
Fund 10

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 vs FY14	Percent Change
3010-2005	2005 Property Taxes	\$100	\$0	\$0	\$0	\$0	0.0%
3010-2006	2006 Property Taxes	\$200	\$100	\$0	\$0	\$0	0.0%
3010-2007	2007 Property Taxes	\$300	\$200	\$100	\$25	-\$75	-75.0%
3010-2008	2008 Property Taxes	\$500	\$300	\$200	\$25	-\$175	-87.5%
3010-2009	2009 Property Taxes	\$3,000	\$500	\$300	\$200	-\$100	-33.3%
3010-2010	2010 Property Taxes	\$13,500	\$2,000	\$500	\$500	\$0	0.0%
3010-2011	2011 Property Taxes	\$1,638,339	\$5,000	\$3,000	\$1,500	-\$1,500	-50.0%
3010-2012	2012 Property Taxes	\$0	\$1,654,920	\$8,500	\$4,000	-\$4,500	-52.9%
3010-2013	2013 Property Taxes	\$0	\$1,654,920	\$1,688,542	\$12,500	-\$1,676,042	-99.3%
3010-2014	2014 Property Taxes	\$0	\$0	\$0	\$1,688,542	\$1,688,542	0.0%
3170-0000	Tax Penalties	\$1,800	\$1,200	\$3,000	\$4,200	\$1,200	40.0%
3200-0000	Occupancy Tax	\$15,000	\$8,500	\$8,500	\$4,000	-\$4,500	-52.9%
3280-0000	Cable Franchise Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
3290-0000	Investment Earnings	\$3,000	\$3,000	\$2,000	\$500	-\$1,500	-75.0%
3329-0000	State Hold Harmless	\$95,000	\$5,000	\$0	\$0	\$0	0.0%
3350-0000	Miscellaneous Revenues	\$1,800	\$2,000	\$3,000	\$5,000	\$2,000	66.7%
3350-0100	Youth Council	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
3360-0200	Claremont Day	\$9,000	\$9,500	\$9,500	\$10,000	\$500	5.3%
3360-0202	Christmas Parade	\$1,500	\$1,500	\$1,500	\$2,000	\$500	33.3%
3360-0300	Senior Citizen Programs	\$1,000	\$1,000	\$1,000	\$250	-\$750	-75.0%
3370-0000	Utility Franchise Tax	\$175,000	\$180,000	\$210,000	\$220,000	\$10,000	4.8%
3380-0000	Natural Gas Tax	\$5,000	\$7,000	\$7,000	\$5,200	-\$1,800	-25.7%
3400-000	Video Tax	\$22,000	\$24,000	\$25,000	\$26,500	\$1,500	6.0%
3410-0000	Beer & Wine Tax	\$1,000	\$1,000	\$3,000	\$4,500	\$1,500	50.0%
3450-0000	Local Option Sales Tax 39	\$95,000	\$112,000	\$120,000	\$128,000	\$8,000	6.7%
3450.0099	City Hold Harmless Sales	\$0	\$0	\$30,000	\$38,000	\$8,000	26.7%
3451-0000	Local Option Sales Tax 40	\$35,500	\$38,000	\$40,000	\$45,000	\$5,000	12.5%
3452-0000	Local Option Sales Tax 42	\$40,000	\$42,000	\$45,000	\$48,000	\$3,000	6.7%
3453-0000	Local Option Sales Tax 44	\$0	\$0	\$100	\$100	\$0	0.0%
3456-0000	Solid Waste Disposal Tax	\$500	\$650	\$700	\$650	-\$50	-7.1%
3483-0000	Economic Development Fees	\$0	\$0	\$0	\$100	\$100	100.0%
3510-0000	Arrest Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
3580-0000	Park Rental Fees	\$2,400	\$0	\$0	\$1,000	\$1,000	0.0%
3590-0100	Refuse Collection	\$1,000	\$500	\$500	\$24,500	\$24,000	4800.0%
3830-0000	Surplus Property Sales	\$3,000	\$6,000	\$6,000	\$6,000	\$0	0.0%
3850-0100	Refund Insurance Proceeds	\$0	\$0	\$0	\$25	\$25	25.0%
3930-0000	Fire District Fees	\$224,743	\$227,230	\$228,236	\$229,547	\$1,311	0.6%
3360-0203	Veterans Memorial	\$400	\$400	\$400	\$100	-\$300	-75.0%
3990-0000	Appropriated Fund Balance	\$120,775	\$35,000	\$48,000	\$56,536	\$8,536	17.8%
	Totals	\$2,513,357	\$2,371,500	\$2,496,578	\$2,570,000	\$73,422	2.9%

LIVE

WORK

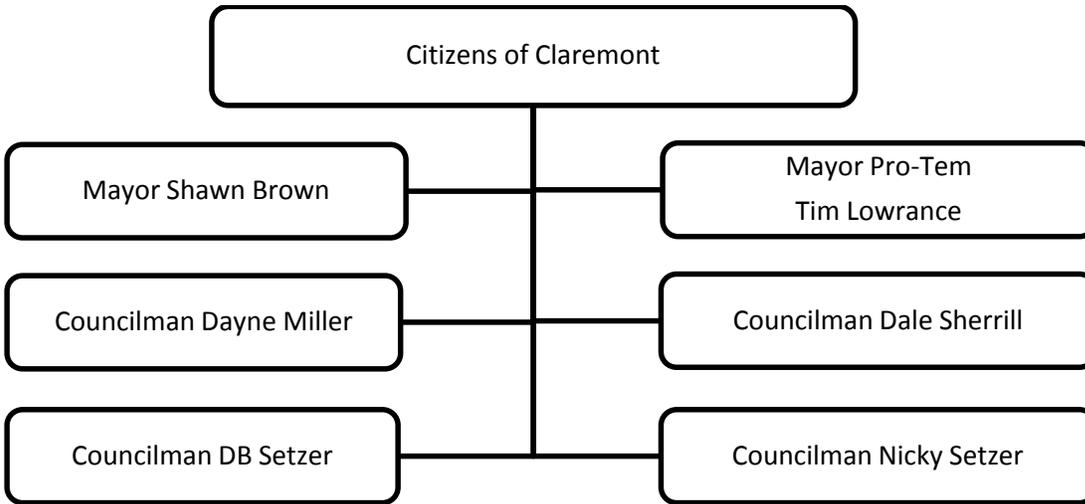
PLAY



CLAREMONT
NORTH CAROLINA

Facebook-CityofClaremont
Twitter-@ClaremontNC
Hashtag-#ClaremontNC

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

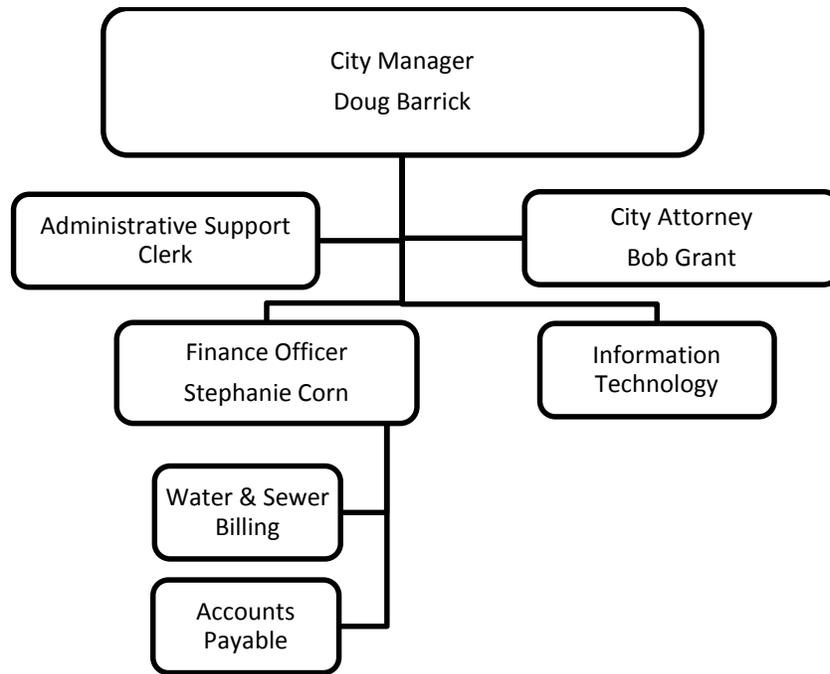
FY 2015 Goals and Objectives

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

City Council
104100

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0100	Elected Officials Fee	\$7,800	\$7,800	\$7,800	\$7,800	\$0	0.0%
0110	Appointed Board Fees	\$1,800	\$1,800	\$1,800	\$1,800	\$0	0.0%
0410	Attorney Retainage	\$7,000	\$7,000	\$7,000	\$7,000	\$0	0.0%
0430	Legal Fees	\$20,000	\$15,000	\$13,000	\$12,500	-\$500	-3.8%
0460	Emergency Action Plan	\$1,500	\$1,250	\$750	\$1,000	\$250	33.3%
0500	FICA	\$650	\$650	\$650	\$650	\$0	0.0%
0600	Group Insurance	\$7,663	\$1,896	\$420	\$420	\$0	0.0%
0800	Employee Relations	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.0%
0820	Municipal Elections	\$4,000	\$0	\$3,000	\$0	-\$3,000	-100.0%
9100	Youth Council	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1200	Printing	\$250	\$250	\$250	\$250	\$0	0.0%
1400	Travel & Training	\$10,000	\$10,000	\$10,000	\$8,500	-\$1,500	-15.0%
2600	Advertising	\$500	\$3,000	\$2,800	\$3,500	\$700	25.0%
3300	Departmental Supplies	\$0	\$500	\$500	\$500	\$0	0.0%
5700	Misc. Expenses	\$2,000	\$4,000	\$4,000	\$4,200	\$200	5.0%
8900	EDC Incentives	\$0	\$5,000	\$5,000	\$5,000	\$0	0.0%
9100	Contributions	\$8,000	\$10,000	\$8,000	\$8,000	\$0	0.0%
	Totals	\$75,163	\$72,146	\$68,970	\$65,120	-\$3,850	-5.6%

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 2015 Goals and Objectives

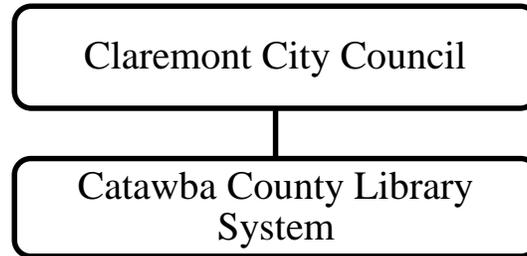
- ✓ Evaluate options to expand the City's Fiber network
- ✓ Evaluate City personnel pay and position classifications
- ✓ Revisit Action Planning Process
- ✓ Seek ways to expand connections with the City

Administration

104200

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0200	Full Time Salaries	\$160,000	\$167,692	\$176,573	\$180,810	\$4,237	2.4%
0300	Part Time Salaries	\$0	\$4,184	\$4,184	\$4,184	\$0	0.0%
0400	Audit Fees	\$16,000	\$16,000	\$16,000	\$16,000	\$0	0.0%
0450	Engineering	\$8,500	\$7,500	\$12,500	\$12,500	\$0	0.0%
0470	OSHA Mandates	\$500	\$500	\$500	\$500	\$0	0.0%
0500	FICA	\$12,500	\$12,850	\$13,216	\$13,767	\$551	4.2%
0600	Group Insurance	\$28,654	\$29,232	\$31,200	\$30,468	-\$732	-2.3%
0700	Retirement	\$10,000	\$18,844	\$20,451	\$21,304	\$853	4.2%
0800	Employee Relations	\$2,500	\$2,500	\$2,500	\$4,000	\$1,500	60.0%
1100	Postage	\$2,000	\$1,500	\$1,000	\$1,000	\$0	0.0%
1110	Telephone	\$3,200	\$4,000	\$4,000	\$4,000	\$0	0.0%
1200	Printing	\$1,800	\$1,800	\$1,800	\$2,000	\$200	11.1%
1310	Electricity	\$10,500	\$10,500	\$11,000	\$11,850	\$850	7.7%
1400	Travel & Training	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.0%
1500	Maint. Buildings	\$1,000	\$1,923	\$2,000	\$2,500	\$500	25.0%
1600	Maint. Equipment	\$1,000	\$1,000	\$1,000	\$1,500	\$500	50.0%
1700	Maint. Vehicles	\$1,000	\$1,000	\$500	\$500	\$0	0.0%
1710	Auto Supplies/Tires	\$450	\$400	\$200	\$200	\$0	0.0%
2600	Advertising	\$1,000	\$1,000	\$2,000	\$3,500	\$1,500	75.0%
3100	Gas, Oil, Grease	\$2,200	\$2,000	\$2,200	\$2,000	-\$200	-9.1%
3200	Office Supplies	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
3300	Departmental Supplies	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.0%
3310	Small Tools/Equipment	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
3400	Expendable Supplies	\$800	\$800	\$800	\$800	\$0	0.0%
4500	Contracted Services	\$86,700	\$84,000	\$87,000	\$72,060	-\$14,940	-17.2%
5300	Dues & Subscriptions	\$3,500	\$2,500	\$2,000	\$2,250	\$250	12.5%
5400	Insurance & Bonds	\$4,000	\$4,000	\$4,700	\$5,000	\$300	6.4%
5410	Unemployment Insurance	\$8,500	\$9,000	\$9,424	\$3,700	-\$5,724	-60.7%
5420	Insurance Deductions	\$1,000	\$1,000	\$0	\$0	\$0	0.0%
5700	Miscellaneous Expenses	\$2,000	\$4,500	\$8,250	\$10,250	\$2,000	24.2%
7400	Capital Outlay	\$0	\$0	\$25,500	\$0	-\$25,500	-100.0%
9100	Contributions	\$0	\$0	\$0	\$0	\$0	0.0%
9600	Transfer to PJ Fund	\$1,000	\$2,435	\$4,200	\$6,400	\$2,200	52.4%
	Totals	\$377,804	\$400,160	\$452,199	\$420,543	-\$31,656	-7.0%

Library



Description

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

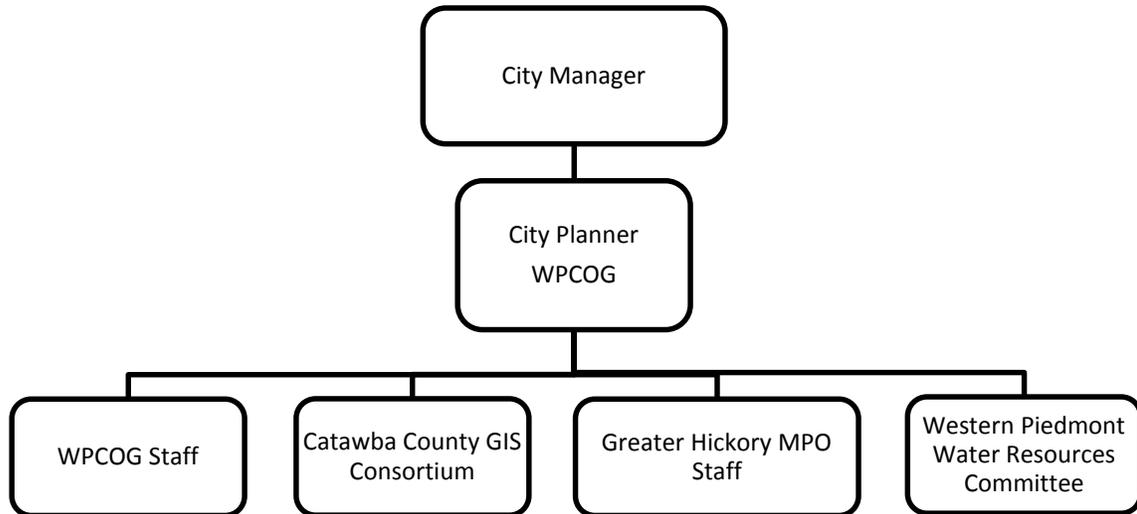
FY 2015 Goals and Objectives

- ✓ Continue to expand offerings that reach Claremont residents
- ✓ Install new shelving and carpeting in the branch

Library
104300

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0290	Yount Fund	\$3,755	\$3,755	\$3,000	\$3,000	\$0	0.0%
1110	Telephone	\$325	\$300	\$300	\$300	\$0	0.0%
4501	County Contract	\$17,000	\$17,000	\$17,000	\$19,800	\$2,800	16.5%
	Totals	\$21,080	\$21,055	\$20,300	\$23,100	\$2,800	13.8%

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

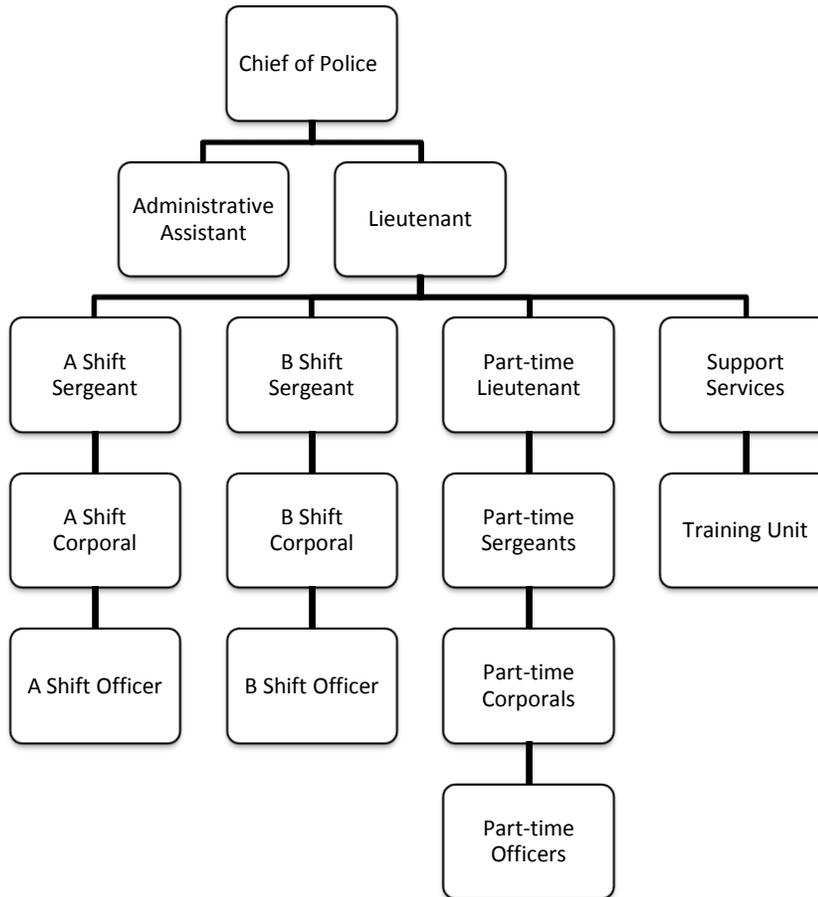
FY 2015 Goals and Objectives

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

Planning
104400

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0401	Professional Services	\$26,500	\$27,000	\$27,800	\$27,800	\$0	0.0%
0402	Stormwater Phase II	\$1,000	\$1,000	\$500	\$500	\$0	0.0%
1400	Training	\$500	\$250	\$250	\$250	\$0	0.0%
2600	Advertising	\$500	\$250	\$400	\$250	-\$150	-37.5%
3300	Departmental Supplies	\$750	\$200	\$200	\$500	\$300	150.0%
	Totals	\$29,250	\$28,700	\$29,150	\$29,300	\$150	0.5%

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.

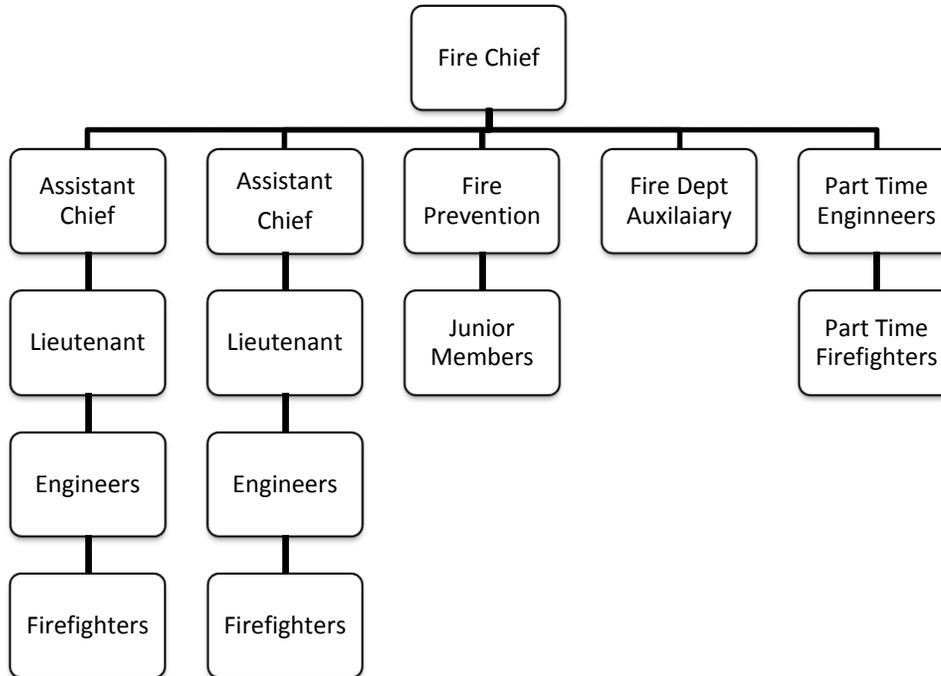
FY 2015 Goals and Objectives

- ✓ Focus on drivers training
- ✓ Complete an evidence management system
- ✓ Begin strategic cross trainings with the Fire dept.
- ✓ Continue the county-wide transition to the 800Mhz radio system
- ✓ Replace one patrol vehicle
- ✓ Begin the Police Department building renovation
- ✓ Install a new digital camera video computer system at the Police Station

**Police
105100**

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0132	Separation Allowance	\$15,000	\$11,750	\$11,750	\$11,750	\$0	0.0%
0200	Full Time Salaries	\$344,617	\$350,181	\$345,538	\$382,147	\$36,609	10.6%
0300	Part Time Salaries	\$53,181	\$55,365	\$55,365	\$29,899	-\$25,466	-46.0%
0470	OSHA Mandates	\$500	\$500	\$500	\$500	\$0	0.0%
0500	FICA	\$33,600	\$30,824	\$30,105	\$27,913	-\$2,192	-7.3%
0600	Group Insurance	\$64,471	\$65,772	\$78,200	\$76,170	-\$2,030	-2.6%
0700	Retirement	\$35,500	\$40,306	\$41,147	\$45,770	\$4,622	11.2%
0900	Medical Physical's	\$3,000	\$2,500	\$2,500	\$3,750	\$1,250	50.0%
1100	Postage	\$400	\$300	\$300	\$200	-\$100	-33.3%
1110	Telephone	\$9,000	\$7,500	\$7,500	\$9,000	\$1,500	20.0%
1200	Printing	\$300	\$300	\$300	\$200	-\$100	-33.3%
1300	Natural Gas	\$2,000	\$1,750	\$1,000	\$1,000	\$0	0.0%
1310	Electricity	\$5,000	\$5,000	\$5,750	\$6,212	\$462	8.0%
1400	Travel & Training	\$7,500	\$7,500	\$10,500	\$10,500	\$0	0.0%
1500	Maint. Building	\$3,500	\$2,500	\$2,500	\$2,500	\$0	0.0%
1600	Maint. Equipment	\$1,800	\$1,500	\$1,500	\$1,500	\$0	0.0%
1700	Maint. Vehicles	\$8,500	\$7,850	\$7,850	\$6,000	-\$1,850	-23.6%
1710	Auto Supplies/ Tires	\$3,000	\$3,000	\$3,000	\$4,500	\$1,500	50.0%
2600	Advertising	\$250	\$250	\$250	\$150	-\$100	-40.0%
3100	Gas, Oil & Grease	\$30,000	\$35,000	\$35,000	\$35,000	\$0	0.0%
3200	Office Supplies	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
3300	Departmental Supplies	\$5,000	\$5,000	\$17,500	\$4,000	-\$13,500	-77.1%
3310	Small Tools & Equip.	\$10,000	\$8,500	\$8,500	\$8,500	\$0	0.0%
3600	Uniforms	\$8,000	\$8,000	\$8,000	\$9,000	\$1,000	12.5%
4500	Contracted Services	\$17,000	\$21,500	\$22,000	\$20,000	-\$2,000	-9.1%
5300	Dues & Subscriptions	\$2,000	\$2,000	\$1,750	\$1,750	\$0	0.0%
5400	Insurance	\$25,000	\$24,750	\$25,000	\$26,525	\$1,525	6.1%
5700	Miscellaneous	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
7400	Capital Outlay	\$77,000	\$68,800	\$98,974	\$133,585	\$34,611	35.0%
9100	Good Samaritan	\$0	\$0	\$0	\$2,500	\$2,500	2500.0%
	Totals	\$769,119	\$772,198	\$825,279	\$863,521	\$38,242	4.6%

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.

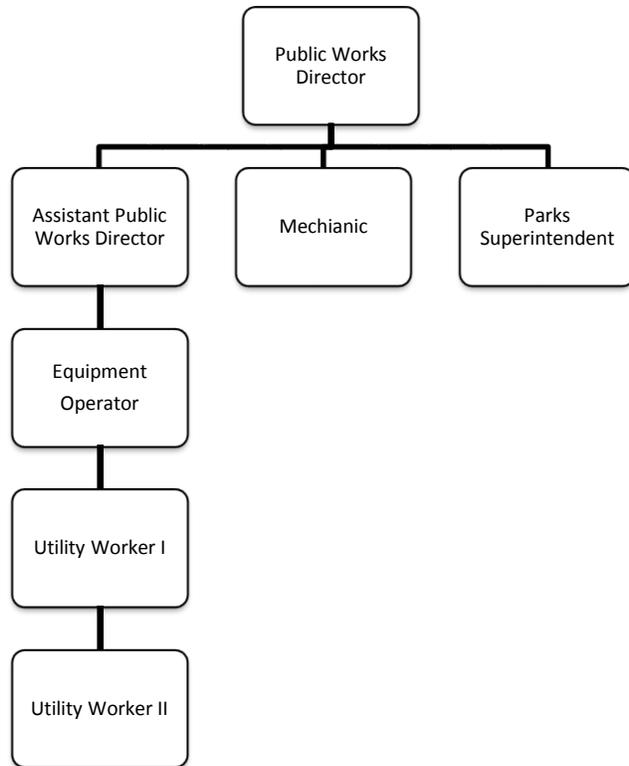
FY 2015 Goals and Objectives

- ✓ Expand Fire Prevention & Education programs
- ✓ Increase the use of Firehouse Software
- ✓ Establish an Auxiliary division of the dept. for member support and community outreach
- ✓ Strive to bring all members up to NFPA 1403 standards
- ✓ Replace 12 sets of Turn out gear
- ✓ Replace the scene lights on Engine 72 and Ladder 75 using LED lighting
- ✓ Order the replacement of Engine 71 & Truck 78 utilizing one rescue engine company

Fire
105300

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0200	Full Time Salaries	\$84,000	\$56,838	\$56,838	\$58,580	\$1,742	3.1%
0300	Part Time Salaries	\$42,432	\$52,416	\$54,664	\$64,648	\$9,984	18.3%
0400	Pay Per Call Incentives	\$0	\$22,750	\$22,750	\$22,750	\$0	0.0%
0500	FICA	\$9,665	\$7,646	\$8,846	\$11,524	\$2,678	30.3%
0600	Group Insurance	\$15,827	\$8,808	\$16,800	\$7,617	-\$9,183	-54.7%
0700	Retirement	\$8,986	\$11,222	\$10,726	\$11,001	\$275	2.6%
0900	Medical Physicals	\$10,520	\$10,520	\$10,520	\$12,000	\$1,480	14.1%
1100	Postage	\$300	\$250	\$250	\$200	-\$50	-20.0%
1110	Telephone	\$5,100	\$3,200	\$3,200	\$3,500	\$300	9.4%
1300	Natural Gas	\$3,480	\$3,100	\$3,100	\$3,500	\$400	12.9%
1310	Electricity	\$8,000	\$8,000	\$8,400	\$9,200	\$800	9.5%
1400	Travel & Training	\$11,210	\$11,000	\$11,000	\$11,000	\$0	0.0%
1500	Maint. Buildings	\$6,100	\$6,100	\$6,000	\$6,000	\$0	0.0%
1600	Maint. Equipment	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0.0%
1700	Maint. Vehicles	\$9,500	\$8,500	\$1,000	\$8,500	\$7,500	750.0%
1710	Auto Supplies/Tires	\$4,560	\$3,000	\$3,000	\$3,000	\$0	0.0%
3100	Gas, Oil, Grease	\$8,450	\$10,000	\$10,000	\$11,500	\$1,500	15.0%
3200	Office Supplies	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.0%
3300	Departmental Supplies	\$4,000	\$3,000	\$6,000	\$3,000	-\$3,000	-50.0%
3310	Small Tools/Equipment	\$12,310	\$12,000	\$9,000	\$9,000	\$0	0.0%
3600	Uniforms	\$13,310	\$13,310	\$12,000	\$12,000	\$0	0.0%
4400	Fire Prevention	\$1,200	\$1,200	\$1,200	\$2,200	\$1,000	83.3%
4500	Contracted Services	\$9,866	\$11,500	\$12,000	\$16,500	\$4,500	37.5%
5300	Dues & Subscriptions	\$2,766	\$2,766	\$2,600	\$2,600	\$0	0.0%
5400	Insurance & Bonds	\$13,601	\$15,000	\$16,500	\$13,000	-\$3,500	-21.2%
5420	Insurance Deductions	\$1,000	\$1,000	\$0	\$0	\$0	0.0%
5700	Miscellaneous Expenses	\$500	\$500	\$500	\$500	\$0	0.0%
7400	Capital Outlay	\$6,900	\$40,000	\$16,875	\$42,000	\$25,125	148.9%
9100	Contributions	\$6,200	\$5,000	\$5,000	\$5,000	\$0	0.0%
	Totals	\$309,283	\$338,126	\$318,269	\$359,820	\$41,551	13.1%

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.

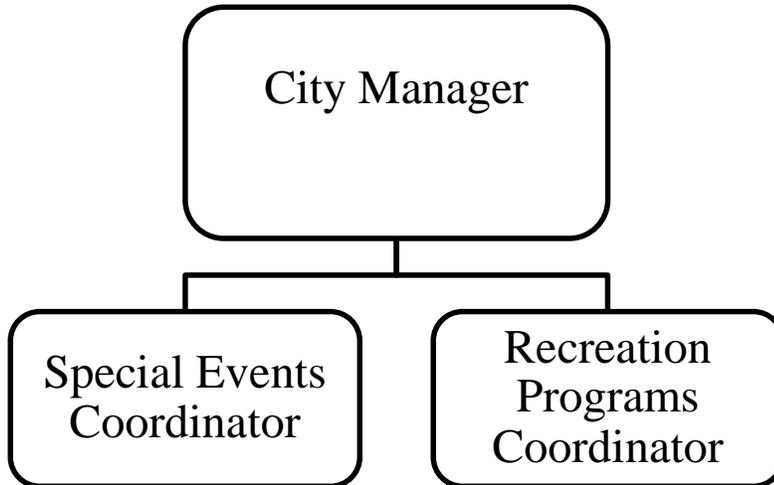
FY 2015 Goals and Objectives

- ✓ Have all needed employees complete OSHA trainings
- ✓ Continue ASE certification training for the City Mechanic
- ✓ Begin a street edge clean off program
- ✓ Evaluate needed storm water control maintenance project

Public Works
105450

Acct	Description	FY 12 Budget	FY13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0200	Full Time Salaries	\$185,000	\$191,775	\$203,011	\$231,555	\$28,544	14.1%
0300	Part Time Salaries	\$8,000	\$8,000	\$8,250	\$1,200	-\$7,050	-85.5%
0450	Engineering Services	\$1,000	\$0	\$0	\$0	\$0	0.0%
0470	OSHA Mandates	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
0500	FICA	\$15,625	\$15,053	\$16,142	\$20,699	\$4,557	28.2%
0600	Group Insurance	\$42,980	\$43,848	\$46,800	\$53,319	\$6,519	13.9%
0700	Retirement	\$11,700	\$21,152	\$22,658	\$26,614	\$3,957	17.5%
0900	Medical Physicals	\$2,000	\$1,750	\$1,750	\$1,800	\$50	2.9%
1110	Telephone	\$3,000	\$2,000	\$2,000	\$2,000	\$0	0.0%
1300	Natural Gas	\$3,500	\$3,200	\$2,800	\$3,000	\$200	7.1%
1310	Electricity	\$42,000	\$56,000	\$59,980	\$65,750	\$5,770	9.6%
1400	Travel & Training	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.0%
1500	Maint. Buildings	\$7,500	\$7,500	\$7,000	\$7,000	\$0	0.0%
1600	Maint. Equipment	\$10,000	\$10,000	\$8,500	\$8,500	\$0	0.0%
1610	Maint. Streets	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.0%
1700	Maint. Vehicles	\$8,000	\$6,500	\$5,500	\$2,500	-\$3,000	-54.5%
1710	Auto Supplies/Tires	\$3,500	\$3,500	\$3,500	\$3,500	\$0	0.0%
2600	Advertising	\$300	\$300	\$300	\$300	\$0	0.0%
3100	Gas, Oil, Grease	\$17,500	\$10,000	\$10,000	\$10,000	\$0	0.0%
3200	Office Supplies	\$500	\$500	\$500	\$500	\$0	0.0%
3300	Departmental Supplies	\$7,000	\$7,000	\$7,000	\$7,000	\$0	0.0%
3310	Small Tools/Equipment	\$3,000	\$1,500	\$1,500	\$1,000	-\$500	-33.3%
3400	Expendable Supplies	\$500	\$500	\$500	\$500	\$0	0.0%
3600	Uniforms	\$5,000	\$5,000	\$5,000	\$6,500	\$1,500	30.0%
4500	Contracted Services	\$85,000	\$85,000	\$86,000	\$4,500	-\$81,500	-94.8%
4800	Leaf Bags	\$2,500	\$1,000	\$1,000	\$1,000	\$0	0.0%
4900	Soild Waste Services	\$3,000	\$1,000	\$1,000	\$93,700	\$92,700	9270.0%
5300	Dues & Subscriptions	\$600	\$500	\$450	\$450	\$0	0.0%
5400	Insurance	\$17,000	\$17,000	\$17,000	\$17,000	\$0	0.0%
5420	Insurance Deductions	\$1,000	\$1,000	\$0	\$0	\$0	0.0%
5700	Miscellaneous	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
7400	Capital Outlay	\$5,000	\$5,000	\$5,000	\$0	-\$5,000	-100.0%
	Totals	\$510,205	\$524,078	\$541,641	\$588,387	\$46,746	8.6%

Recreation Department



Mission

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

FY 2015 Goals and Objectives

- ✓ Evaluate existing programs & their effectiveness
- ✓ Add new programs that fit our outreach goals
- ✓ Increase participation in all events
- ✓ Implement the parks master plan

Parks & Recreation
106200

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0300	Part Time Salaries	\$8,000	\$9,500	\$12,000	\$9,200	-\$2,800	-23.3%
0500	FICA	\$2,000	\$950	\$1,000	\$720	-\$280	-28.0%
1310	Electricity	\$2,500	\$2,500	\$2,950	\$3,750	\$800	27.1%
1500	Maint. Buildings	\$4,500	\$7,500	\$6,000	\$5,000	-\$1,000	-16.7%
2600	Advertising	\$250	\$500	\$500	\$1,500	\$1,000	200.0%
3300	Departmental Supplies	\$3,500	\$3,500	\$3,500	\$3,000	-\$500	-14.3%
3400	Appearance	\$4,000	\$3,000	\$3,000	\$3,000	\$0	0.0%
4500	Contracted Services	\$8,000	\$2,500	\$2,500	\$2,720	\$220	8.8%
5150	Recreation Programs	\$3,500	\$4,800	\$5,200	\$5,200	\$0	0.0%
4700	Senior Citizens	\$4,000	\$3,700	\$3,600	\$3,600	\$0	0.0%
7300	Claremont Day	\$21,510	\$26,500	\$30,000	\$30,000	\$0	0.0%
7400	Capital Outlay	\$0	\$0	\$18,000	\$0	-\$18,000	-100.0%
8200	Christmas Parade	\$5,800	\$5,000	\$5,000	\$5,000	\$0	0.0%
	Totals	\$67,560	\$69,950	\$93,250	\$72,690	-\$20,560	-22.0%

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 5 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 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change	Payoff Date
4100	Rail Spur Principle	\$100,000	\$100,000	\$100,000	\$100,000	\$0	0.0%	2024
4150	Rail Spur Interest	\$51,480	\$47,521	\$43,560	\$39,600	-\$3,960	-9.1%	
4175	Poppleman Payment			\$3,960	\$7,920	\$3,960	100.0%	2023
4200	City Hall Principle	\$79,790	\$0	\$0	\$0	\$0	0.0%	
4250	City Hall Interest	\$5,125	\$0	\$0	\$0	\$0	0.0%	
5300	Fire Dept. Principle	\$111,346	\$0	\$0	\$0	\$0	0.0%	
5350	Fire Dept. Interest	\$7,152	\$0	\$0	\$0	\$0	0.0%	
	Totals	\$354,893	\$147,521	\$147,520	\$147,520	\$0	0.0%	

Powell Bill Fund

Description

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

FY 2015 Work Program

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

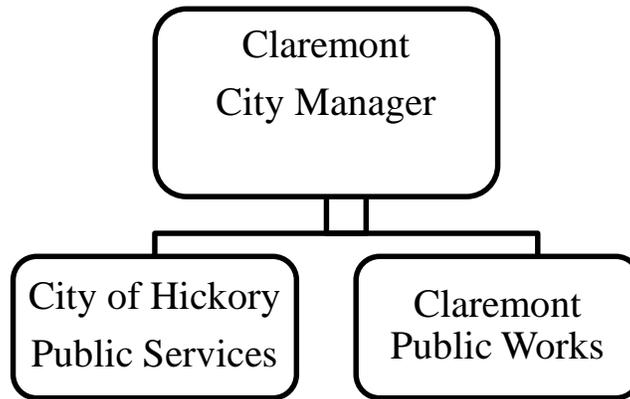
Revenue
Powell Bill Fund
Fund 11

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 14vs FY 14	Percent Change
2990.0000	Powell Bill Fund Balance	\$0	\$125,000	\$0	\$0	\$0	0.0%
3430.0000	Powell Bill Distribution	\$20,000	\$41,000	\$43,000	\$40,000	-\$3,000	-7.0%
	Totals	\$20,000	\$166,000	\$43,000	\$40,000	-\$3,000	-7.0%

Powell Bill
115700

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0450	Engineering Services	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.0%
1600	Maint. Equipment	\$400	\$500	\$500	\$500	\$0	0.0%
1700	Maint. Vehicles	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
1710	Auto Supplies/Tires	\$0	\$0	\$0	\$0	\$0	0.0%
2600	Advertising	\$0	\$0	\$0	\$0	\$0	0.0%
3300	Departmental Supplies	\$7,600	\$7,500	\$7,500	\$7,500	\$0	0.0%
3310	Small Tools/Equipment	\$500	\$500	\$500	\$500	\$0	0.0%
4500	Contracted Services	\$8,000	\$154,000	\$31,000	\$28,000	-\$3,000	-9.7%
	Totals	\$20,000	\$166,000	\$43,000	\$40,000	-\$3,000	-7.0%

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 2015 Goals and Objectives

- ✓ Continue in house certifications for distribution and collection systems
- ✓ Begin yearly valve cleaning and exercise program
- ✓ Begin planning for the expansion of the maintenance facility
- ✓ Begin the phased expansion of system sewer capacity & customer base
- ✓ Replace a mower that services the Water and Sewer system
- ✓ Continue the replacement of water meters
- ✓ Replace the Bar Screen at the McLin WWTP
- ✓ Purchase an maintenance truck

Water Sewer Fund Expenditure Summary

Water & Sewer Fund Totals						
	2012 Budget	2013 Budget	2014 Budget	2015 Budget	FY 15 vs F14	Percent Difference
Operating	\$718,382	\$816,450	\$1,125,929	\$1,046,757	-\$79,172	-7.0%
Capital	\$125,500	\$105,070	\$66,500	\$93,750	\$27,250	41.0%
Debt	\$200,611	\$162,212	\$152,458	\$0	-\$152,458	-100.0%
Total	\$1,044,493	\$1,083,732	\$1,344,887	\$1,140,507	-\$204,380	-15.2%

<p style="text-align: right; margin: 0;"> \$1,140,507.00 Revenue \$1,140,507.00 Expense \$0.00 Difference </p>

Revenues
Fund 30

Acct	Description	FY 12 Budget	FY 13 Bugdet	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
3290	Investment Earnings	\$1,000	\$200	\$200	\$200	\$0	0.0%
3350	Miscellaneous Revenues	\$450	\$450	\$200	\$1,000	\$800	400.0%
3351	Lease Revenues	\$0	\$0	\$25,200	\$25,800	\$600	2.4%
37110	Utility Fees	\$1,000,693	\$1,003,432	\$1,057,987	\$1,071,257	\$13,270	1.3%
3730	Tap & Capacity Fees	\$10,000	\$5,500	\$5,500	\$8,500	\$3,000	54.5%
3750	Utility Penalties	\$7,500	\$8,800	\$8,800	\$7,500	-\$1,300	-14.8%
3760	Hydrant Fees	\$23,350	\$23,350	\$25,000	\$24,250	-\$750	-3.0%
3790	Reconnect Fees	\$1,500	\$2,000	\$2,000	\$2,000	\$0	0.0%
3990	Appropriated Fund Balance	\$0	\$40,000	\$45,000	\$0	-\$45,000	-100.0%
3980	Transfer from Other Funds			\$175,000	\$0	-\$175,000	-100.0%
	Totals	\$1,044,493	\$1,083,732	\$1,344,887	\$1,140,507	-\$204,380	-15.2%

**Water Treatment
308100**

Acct	Description	FY 12 Budget	FY13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0450	Engineering Services	\$1,500	\$1,000	\$3,250	\$5,000	\$1,750	53.8%
1100	Office Supplies	\$2,500	\$2,500	\$2,750	\$4,900	\$2,150	78.2%
1200	Printing	\$1,250	\$1,250	\$1,000	\$3,400	\$2,400	240.0%
1310	Electricity	\$1,800	\$1,200	\$2,000	\$2,250	\$250	12.5%
1600	Maint. Equipment	\$1,500	\$1,500	\$1,500	\$2,000	\$500	33.3%
2950	Contribution to Capital Reserve	\$28,778	\$5,000	\$0	\$70,521	\$70,521	#DIV/0!
3300	Dept Supplies	\$2,000	\$2,000	\$2,000	\$1,500	-\$500	-25.0%
3310	Small Tools & Equipment	\$1,000	\$1,000	\$1,000	\$1,500	\$500	50.0%
4500	Contracted Services	\$58,354	\$32,000	\$34,000	\$32,000	-\$2,000	-5.9%
4800	Purchase for Resale	\$130,000	\$150,000	\$161,000	\$158,000	-\$3,000	-1.9%
5400	Insurance	\$2,000	\$1,750	\$1,975	\$2,000	\$25	1.3%
	Totals	\$230,682	\$199,200	\$210,475	\$283,071	\$72,596	34.5%

Water Maintenance
308150

Acct	Description	FY12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
1400	Travel & Training	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0%
1600	Maint. Equipment	\$8,000	\$8,000	\$241,940	\$20,500	-\$221,440	-92%
3100	Gas, Oil, Grease	\$0	\$4,000	\$4,000	\$6,000	\$2,000	50%
3300	Department Supplies	\$20,000	\$18,750	\$25,750	\$22,500	-\$3,250	-13%
3310	Small Tools & Equipment	\$2,500	\$2,500	\$2,250	\$1,500	-\$750	-33%
4500	Contracted Services	\$0	\$28,500	\$36,450	\$31,000	-\$5,450	-15%
4600	Treatment Services	\$0	\$0	\$0	\$21,000	\$0	0%
7400	Capital Outlay	\$75,000	\$16,325	\$9,800	\$40,500	\$30,700	313%
	Totals	\$107,000	\$79,575	\$321,690	\$144,500	-\$177,190	-55%

**Waste Water Treatment
308220**

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0450	Engineering Services	\$10,000	\$55,000	\$85,000	\$119,000	\$34,000	40.0%
0480	Monitoring Fees	\$1,000	\$1,000	\$1,000	\$2,500	\$1,500	150.0%
0490	NCDENR Fees	\$6,500	\$5,000	\$5,000	\$6,386	\$1,386	27.7%
1100	Office Supplies	\$2,200	\$2,200	\$2,500	\$3,400	\$900	36.0%
1200	Printing	\$1,500	\$1,500	\$1,000	\$3,400	\$2,400	240.0%
1500	Maint. Buildings	\$1,000	\$1,000	\$4,000	\$5,000	\$1,000	25.0%
1600	Maint. Equipment	\$20,000	\$19,000	\$19,000	\$20,000	\$1,000	5.3%
3300	Department Supplies	\$3,500	\$3,500	\$3,514	\$3,000	-\$514	-14.6%
3310	Small Tools & Equipment	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.0%
4500	Contracted Services	\$377,000	\$400,000	\$412,000	\$408,400	-\$3,600	-0.9%
4600	Treatment Services	\$0	\$0	\$0	\$10,500	\$10,500	#DIV/0!
5400	Insurance	\$4,000	\$3,500	\$3,750	\$6,000	\$2,250	60.0%
	Totals	\$427,700	\$492,700	\$537,764	\$588,586	\$50,822	9.5%

**Waste Water Maintenance
308250**

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs. FY14	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	\$2,000	\$500	33.3%
1600	Maint. Equipment	\$12,500	\$12,500	\$15,000	\$18,000	\$3,000	20.0%
3000	Department Supplies	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0.0%
3100	Gas, Oil, Grease	\$0	\$8,500	\$8,500	\$10,500	\$2,000	23.5%
3310	Small Tools & Equipment	\$2,000	\$1,200	\$1,200	\$1,000	-\$200	-16.7%
4500	Contracted Services	\$3,000	\$28,600	\$30,600	\$30,600	\$0	0.0%
7400	Capital Outlay	\$50,500	\$88,745	\$56,700	\$53,250	-\$3,450	-6.1%
	Totals	\$78,500	\$150,045	\$122,500	\$124,350	\$1,850	#DIV/0!

**Debt Service
Fund 30**

Acct	Description	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
8100-8100	Water Bond Principle	\$34,853	\$0	\$0	\$0	\$0	0.0%
8100-8200	Water Bond Interest	\$3,500	\$0	\$0	\$0	\$0	0.0%
8220-8100-	Mclin Principle	\$147,258	\$147,258	\$147,258	\$0	-\$147,258	-100.0%
8220-8200	Mclin Interest	\$15,000	\$14,954	\$5,200	\$0	-\$5,200	-100.0%
	Totals	\$200,611	\$162,212	\$152,458	\$0	-\$152,458	-100.0%

Long- Term Debt Payment Summary

✓ Enterprise Fund is Debt Free

PJ Stanley Scholarship Fund

Description

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

FY 2015 Work Program

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

Revenue

PJ Stanley Scholarship Fund

Fund 15

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 vs FY 14	Percent Change
3360.0000	Contributions	\$2,565	\$2,500	\$2,500	\$0	0.0%
3970.0700	Transfer from G/F	\$2,435	\$4,200	\$6,400	\$2,200	52.4%
	Totals	\$5,000	\$6,700	\$8,900	\$2,200	32.8%

Expenses
PJ Stanley Scholarship Fund
Fund 15

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 vs FY14	Percent Change
0000	Scholarships	\$2,000	\$2,500	\$2,500	\$0	0.0%
0100	Departmental Supplies	\$3,000	\$4,200	\$6,400	\$2,200	34.4%
	Totals	\$5,000	\$6,700	\$8,900	\$2,200	24.7%

City of Claremont Schedule of Fees

Description

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

City Fees	
Return Check	\$25.00
Bank Fee	\$7.00
Tax Rate	.46/100
	valuation
Solid Waste Collection Fee	
Fee charged to all residences and users of the City provided trash & recycling service, in accordance with NCGS 160A-314.1	\$3.00 per month
Copies of Ordinance/Policies/etc.	\$.15/page
Park Shelter # 1 Rental Fee – Inside City Free	
Outside City Rental 1-4 Hours	\$25.00
Outside City Rental 4-8 hours	\$50.00
Research, Retrieval, & Assembling of Documents	\$15.00/hour employee
Accident Reports Police/Fire	\$3.00
A minimum of \$10.00 per personnel hour (or the actual cost if greater), in excess of one hour, for staff time and overhead for the research, retrieval, assembling, and organizing of documents in response to a valid request for copies of public records. This charge is in addition to the basic charge for copying of documents set forth in this schedule of fees and charges.	
Hazardous Materials Emergency Response Fee:	
Fire Engine, Police Car, or Support Apparatus	\$250.00 hour
Personnel on Scene (per person)	\$20.00 hour
Supplies and Materials	Cost +15%
Fire Inspection Fee	\$25.00
Safety Inspection Fee	\$25.00
Use of Fire Department Facilities	\$25.00
(per hour, two hour minimum)	per hour

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

Public Works	
Lot Cleaning	
Charge per Working Hour per man	\$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
Collection of Bulky Items	\$25-\$75
Signs For Insurance Reimbursement/Replacement	
STOP sign	\$85.00
<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	\$60.00
Misc. Warning Signs	\$60.00
Pole for Signs	\$45.00
Bracket for Poles	\$10.00

Water & Sewer	
Utility Fees	
Late Penalty	\$20.00
Relocation Fee	\$100.00
Reconnect Fee	\$30.00
Reconnect Fee w/ Meter Removed	\$125.00
Meter Tampering Fee	\$200.00

Water & Sewer	
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	\$850.00
1" Meter and tap	\$1,000.00
1 1/2 " Meter and tap	\$2,600.00
2" Meter and tap	\$3,500.00
3" Meter and tap	\$10,000.00
4" Meter and tap	\$12,000.00
6" Meter and tap	\$14,000.00
Outside rates will be double the inside rates for all meter sizes	
Proper Backflow Prevention Devices are required on all connections prior to use	
Maintenance and testing of the devices are the responsibility of the customer	

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

Sewer Tap Fees	
4" Tap	\$750.00
6" Tap	\$900.00
8" Tap	\$1,200.00
10" Tap	\$1,400.00
12" Tap	\$1,800.00
Multiple Dwelling add per unit	\$150.00
Outside rates will be double the inside rates for all tap sizes	

Sewer Capacity Fees	
3/4" Meter	\$500.00
1" Meter	\$950.00
1 1/2 " Meter	\$1,800.00
2" Meter	\$3,000.00
3" Meter	\$6,000.00
4" Meter	\$9,500.00
6" Meter	\$18,000.00
Outside rates will be double the inside rates for all meter sizes	

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

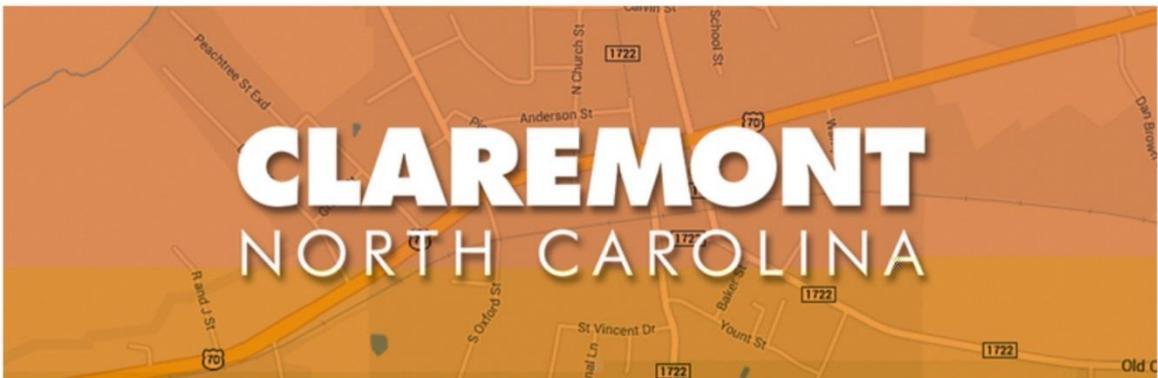
Punch Under Driveways/Mole	
Inside	\$30/ft
Outside	\$60/ft

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

Water & Sewer Availability Survey	\$0.00
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City of Claremont Water & Sewer Usage Rates	FY14 Base	FY14 Per 1000	FY 15 Base	FY 15 Per 1000	Bill Code
Residential Water Rates					
3/4" Meter	\$12.00	\$2.88	\$12.18	\$2.90	31
3/4" Meter Outside	\$24.00	\$5.77	\$24.36	\$5.80	32
Residential Sewer Rates					
3/4" Meter	\$18.00	\$4.33	\$18.27	\$4.40	15
3/4" Meter Outside	\$36.00	\$8.65	\$36.54	\$8.80	3
Inside Commercial & Industrial Water Rates					
3/4 " Meter	\$13.00	\$3.85	\$13.20	\$3.90	17
1" Meter	\$19.00	\$3.85	\$19.29	\$3.90	18
1 1/2" Meter	\$38.00	\$3.85	\$38.57	\$3.90	19
2" Meter	\$62.00	\$3.85	\$62.93	\$3.90	20
3" Meter	\$110.00	\$3.85	\$111.65	\$3.90	21
4" Meter	\$206.00	\$3.85	\$209.09	\$3.90	30
6" Meter	\$260.00	\$3.85	\$263.90	\$3.90	22
Outside Commercial & Industrial Water Rates					
3/4 " Meter	\$26.00	\$7.70	\$26.39	\$7.80	23
1" Meter	\$38.00	\$7.70	\$38.57	\$7.80	24
1 1/2" Meter	\$76.00	\$7.70	\$77.14	\$7.80	25
2" Meter	\$124.00	\$7.70	\$125.86	\$7.80	26
3" Meter	\$220.00	\$7.70	\$222.30	\$7.80	27
4" Meter	\$412.00	\$7.70	\$418.18	\$7.80	29
6" Meter	\$520.00	\$7.70	\$527.80	\$7.80	28
Inside Commercial & Industrial Sewer Rates					
3/4 " Meter	\$20.00	\$6.25	\$20.30	\$6.34	4
1" Meter	\$30.00	\$6.25	\$30.45	\$6.34	5
1 1/2" Meter	\$58.00	\$6.25	\$58.87	\$6.34	6
2" Meter	\$78.00	\$6.25	\$79.17	\$6.34	7
3" Meter	\$98.00	\$6.25	\$99.47	\$6.34	8
4" Meter	\$120.00	\$6.25	\$121.80	\$6.34	13
6" Meter	\$138.00	\$6.25	\$140.07	\$6.34	9
Outside Commercial & Industrial Sewer Rates					
1" Meter	\$60.00	\$12.50	\$60.90	\$12.68	10
2" Meter	\$156.00	\$12.50	\$158.34	\$12.68	11
4" Meter	\$240.00	\$12.50	\$234.60	\$12.68	12

CAPITAL IMPROVEMENT PLANS



General & Utility Funds 2015-2019

City of Claremont
General Fund
2015-2019 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2015	One Time Capital	Fund Balance	Debt	2016	2017	2018	2019	Future	Total
Police	Radar Replacement	1,400	1,400			2,700	2,700	2,700			9,500
Police	800 MHz Radio Upgrades	6,000	6,000			12,000	12,000	6,000			36,000
Fire	Night Fighter Scene Lights	6,000	6,000								6,000
Police	Digital Ally Camera Systems	7,185	7,185			4,000		5,000	4,000		20,185
Fire	Turn Out Gear Replacement	36,000	36,000			36,000	36,000				108,000
Police	Vehicle Replacement	44,000	44,000			41,000	80,500	41,000	80,500		287,000
Police	Building Project Phase 3	75,000	50,000	25,000		25,000					100,000
Fire	Rescue Engine Replacement	425,000		125,000	300,000						425,000
Police	Ballistic Helmet Replacement					8,500	8,500				17,000
Police	FLIR H- Series Bi-Ocular					12,000					12,000
Fire	800 MHz Radio Upgrades					15,000	7,500				22,500
Admin	Resurface Parking Lot					15,000					15,000
Pub Works	Vehicle Replacement					25,000			25,000		50,000
Parks & Rec	Tailgate Market Shelter					25,000					25,000
Parks	City Park Improvements					46,000	74,500		71,200		191,700
Fire	SCBA Bottle Replacement					125,000					125,000
Admin	Laserfiche Software						9,000				9,000
Pub Works	Mowers						9,800		9,800		19,600
Fire	Upgrade Rescue Equipment						60,000				60,000
Parks	Neighborhood Park							35,000			35,000
Fire	Vehicle Replacement							45,000	35,000		80,000
Pub Works	Limb Truck Replacement							110,500			110,500
Admin	Fleet Vehicle Replacement								20,000		20,000
Fire	Resurface Bay Floors									42,000	42,000
Parks	Greenway Trail									87,500	87,500
Fire	District Station #2									350,000	350,000
Parks	Rec Center									450,000	450,000
Pub Works	Public Works Facility Expansion									650,000	650,000
		600,585	150,585	150,000	300,000	392,200	300,500	245,200	245,500	1,579,500	3,363,485

City of Claremont
Water & Sewer Fund
2015-2019 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2015	2016	2017	2018	2019	Future	Total
Water/Sewer	McLin Bar screen Replacement	10,000						10,000
Water/Sewer	Right of Way Mower	10,250			10,250			20,500
Water/Sewer	Headquarters Engineering	15,500						15,500
Water/Sewer	Vehicle Replacement	25,000		25,000				50,000
Water/Sewer	Commercial AMR Meters	33,000	33,000					66,000
Water/Sewer	Dump Truck Replacement		122,500					122,500
Water/Sewer	Manhole Rehab			12,500		12,500		25,000
Water/Sewer	Water SCADA Upgrades			22,500				22,500
Water/Sewer	Lift Station Portable Generator			52,000				52,000
Water/Sewer	Sewer Vac Truck				300,000			300,000
Water/Sewer	Spare Pumps for Lift Stations					18,500		18,500
Water/Sewer	Sewer Expansion- Dogwood Area						312,829	312,829
Water/Sewer	Sewer Expansion- Old Catawba Area						524,243	524,243
Water/Sewer	Sewer Expansion- Rock Barn Area						825,456	825,456
Water/Sewer	Backup Water Vault & Water Supply						1,250,000	1,250,000
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
		93,750	155,500	112,000	310,250	31,000	7,592,528	8,295,028