2015-2016
City of Claremont
Budget

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

City of Claremont

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City of Claremont

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City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 25-14

AN ORDINANCE OF THE CITY OF CLAREMONT ADOPTING THE CLAREMONT MUNICIPAL BUDGET FOR FISCAL YEAR 2016

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, 2015 and ending June 30, 2016.

Ad Valorem Taxes	$2,008,716
Occupancy Tax	$4,000
Investments	$600
Utility Franchise Fees	$234,000
Sales Tax	$283,100
Fund Balance	$51,368
State Shared Revenues	$31,810
Fees	$36,400
Miscellaneous	$26,025
Total	**$2,676,019**

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 1, 2015, and ending June 30, 2016, in accordance with the chart of accounts heretofore established for the City.

City Council	$71,620
Administration	$451,819
Police	$758,910
Fire	$398,157
Public Works	$618,415
Recreation	$149,405
Planning	$30,400
Library	$23,600
Debt Service	$173,693
Total	**$2,676,019**

Section 3: It is estimated that the following revenues will be available in the Water and Sewer Fund for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016:

Charges for Utilities	$1,098,040
Other Charges	$222,400
Transfer from W/S Capital Reserve Fund	$130,000
Total	**$1,450,440**

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 1, 2015 and ending June 30, 2016, in accordance with the chart of accounts heretofore established for this city.

Water Treatment	$217,550
Water Maintenance	$168,000
Waste Water Treatment	$583,790
Waste Water Maintenance	$481,100
Debt Service	$0
Total	**$1,450,440**

Section 5: It is estimated that the following revenues will be available in the Water and Sewer Capital Reserve Fund for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016:

Appropriated Fund Balance	$130,000
Total	**$130,000**

Section 6: It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016:

Powell Bill Distribution	$41,500
Appropriated Fund Balance	$4,000
Total	**$45,500**

Section 7: The following amounts are hereby appropriated in the Powell Bill Fund for the maintenance of city streets for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016, in accordance with the chart of accounts heretofore established for this city.

Powell Bill Operations	$45,500
Total	**$45,500**

Section 8: It is estimated that the following revenues will be available in the PJ Stanley Fund for the Fiscal Year Beginning July 1, 2015 and ending June 30, 2016:

Contributions	$2,500
Transfer from General Fund	$1,000
Total	**$3,500**

Section 9: The following amounts are hereby appropriated in the PJ Stanley Fund for the memorial scholarships and fundraising for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016, in accordance with the chart of accounts heretofore established for this city.

Scholarships	$2,500
Department Supplies	$1,000
Total	**$3,500**

Section 10: The operating funds encumbered on the financial records of June 30, 2015 are hereby re-appropriated into this budget.

Section 11: There is hereby levied a tax at the rate of forty-nine cents ($.49) per one hundred ($100) valuation of property as listed for taxes as of January 1, 2015, for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance.

Section 12: The corresponding FY 2016 Schedule of Fees is approved with the adoption of this Annual Budget Ordinance. The FY 2016 Schedule of Fees is attached as Attachment A to this Ordinance.

Section 13: The City Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

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

Section 14: 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 direction in the disbursement of funds.

INTRODUCED at the regular meeting of the City Council of the City of Claremont on June 1, 2015.

ADOPTED at the regular meeting of the City Council of the City of Claremont on June 1, 2015.

_____,
MAYOR Shawn Brown

ATTEST:

_____
Wendy Helms, City Clerk

APPROVED AS TO FORM:

_____
Bob Grant, City Attorney

CLAREMONT
NORTH CAROLINA

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

From: Catherine Renbarger, City Manager

Re: Transmittal of the Fiscal Year 2016 City of Claremont Manager's Recommended Budget

Date: May 15, 2015

I am honored to present the City of Claremont Manager's Recommended Budget for Fiscal Year (FY) 2016. The budget has been prepared in accordance with the North Carolina General Statues, 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 $2,671,019 which represents an increase of 4.13% from the FY 2015 budget.

Perhaps the most significant impact on the FY 2016 budget is the impact of the 2015 countywide property revaluation. During revaluation, Catawba County tax officials update the value of all real property by determining the market value. As a result of this property revaluation, Claremont experienced an 11.46% decrease in property values, which translates into over $100,000 less in property tax revenues.

In order for the City to collect the same revenue in property taxes in FY 2016 as in FY 2015, after accounting for the revaluation, a tax rate of $.50 per $100 in value would be needed. This is called the revenue-neutral tax rate. While this budget does not recommend the revenue-neutral tax rate, it does recommend a tax rate increase to $.49 per $100 in value. Because of revaluation, even with a tax rate increase to $.49 per $100 in value, the City is still not projected to collect as much revenue from property taxes as in FY 2015.

Given the current economic climate, all revenue projections have been estimated conservatively to ensure stability during the fiscal year. While sales tax revenue is increasing, it has not yet 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 add

residential units over the last year. In addition, the City has also made a critical investment in the business park in the shell building project to bring industry and jobs. These 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. As a result of prior legislation, the transitional hold harmless distribution from the state expired in FY 2015. In addition, the City is carefully monitoring the ongoing dialogue regarding the distribution of local sales tax.

While this budget represents an increase in expenditures, it balances those expenses by the expansion of revenues. The FY 12 budget included for the first time a 5-year capital improvement plan for both the general and water and sewer fund. This budget has updated the capital improvement plan to help the City evaluate and plan for future needs.

Goals for Fiscal Year 2016

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 2015 Action plan that provided detailed initiatives to guide the City. Together these goals represent critical success factors for each department, as the City strives to deliver excellent, cost-effective services to the citizens of this community.

Specific initiatives funded in the FY 2016 Manager's Recommended Budget include:

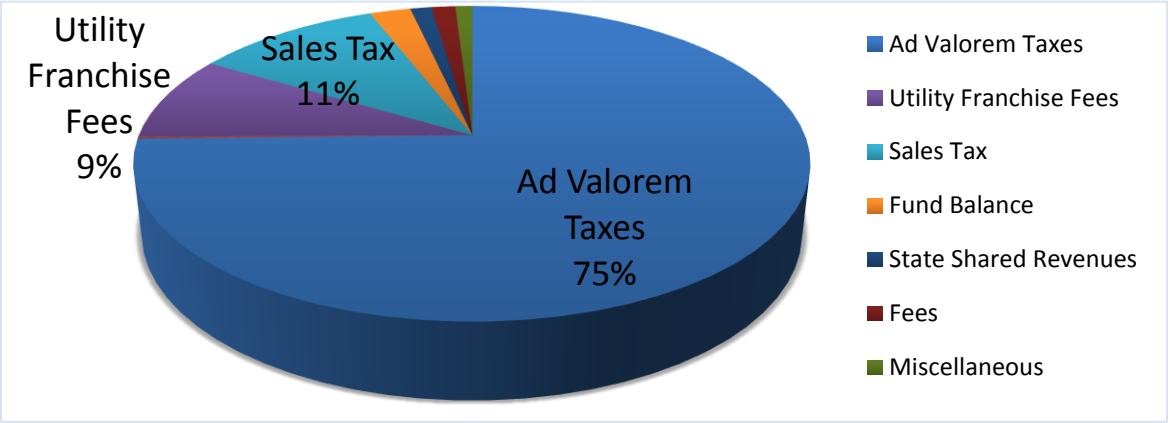
- ✓ Implement the new Pay & Classification Plan which will better align employee salaries with the market rate
- ✓ Increase the marketing of Claremont through various economic channels to help diversify the tax base
- ✓ Begin planning for the expansion/renovation of the Public Works facility
- ✓ Invest in the City Park and continue to implement the Parks & Recreation Master Plan
- ✓ Continue the transition to radio read water meters with a focus on commercial accounts
- ✓ Invest in wastewater infrastructure, including replacing the North Waste Water Treatment Plant with a pump station and new force main and gravity sewer lines

General Fund Revenue Highlights

The FY 2016 Manager's Recommended Budget proposes a $0.49 tax rate per $100 of assessed value. Ad valorem taxes, also known as property taxes, remain the City's largest revenue source, providing 75% of the City's annual operating budget. As noted earlier, because of the recent countywide revaluation, while the tax rate is proposed to increase, the amount of property tax revenue collected is actually estimated to decrease.

Other revenues, such as Sales Tax and State Shared Revenues, while still expected to be lower than pre-recession levels, are forecast to increase. The Utility Franchise Tax, the City's third largest revenue source, will be a slow grower for years to come under the new state formula.

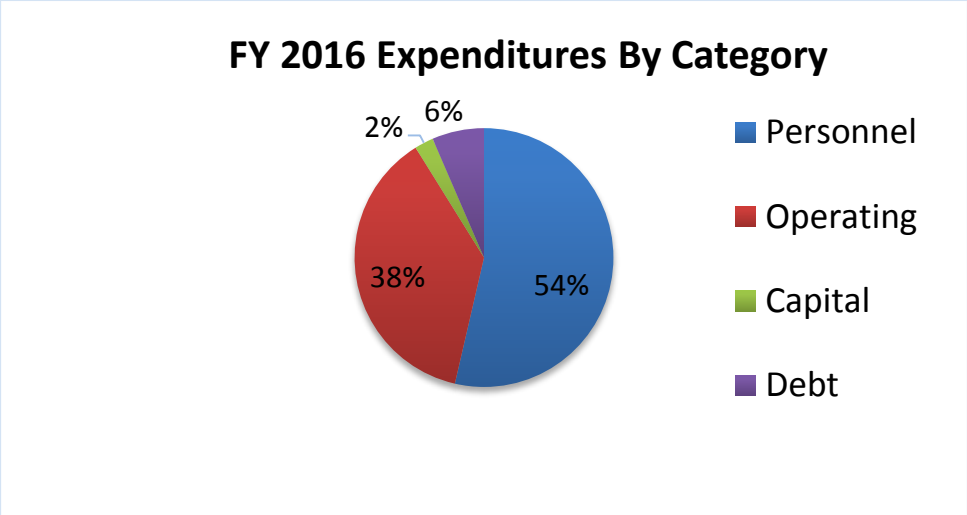
Most General Fund fees are proposed to remain flat for this fiscal year as well; however, a few fees will increase and a new Certificate of Occupancy Fee is proposed for the issuance of a Certificate of Occupancy for new commercial and multi-family residential structures.



While the City has seen changes in our revenue streams, through careful planning, the City has been able to successfully navigate these fluctuations. The City's 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. In order to remain stable year after year, the proposed budget uses $51,368 of Fund Balance. The City's minimal use of fund balance, as well as its 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.

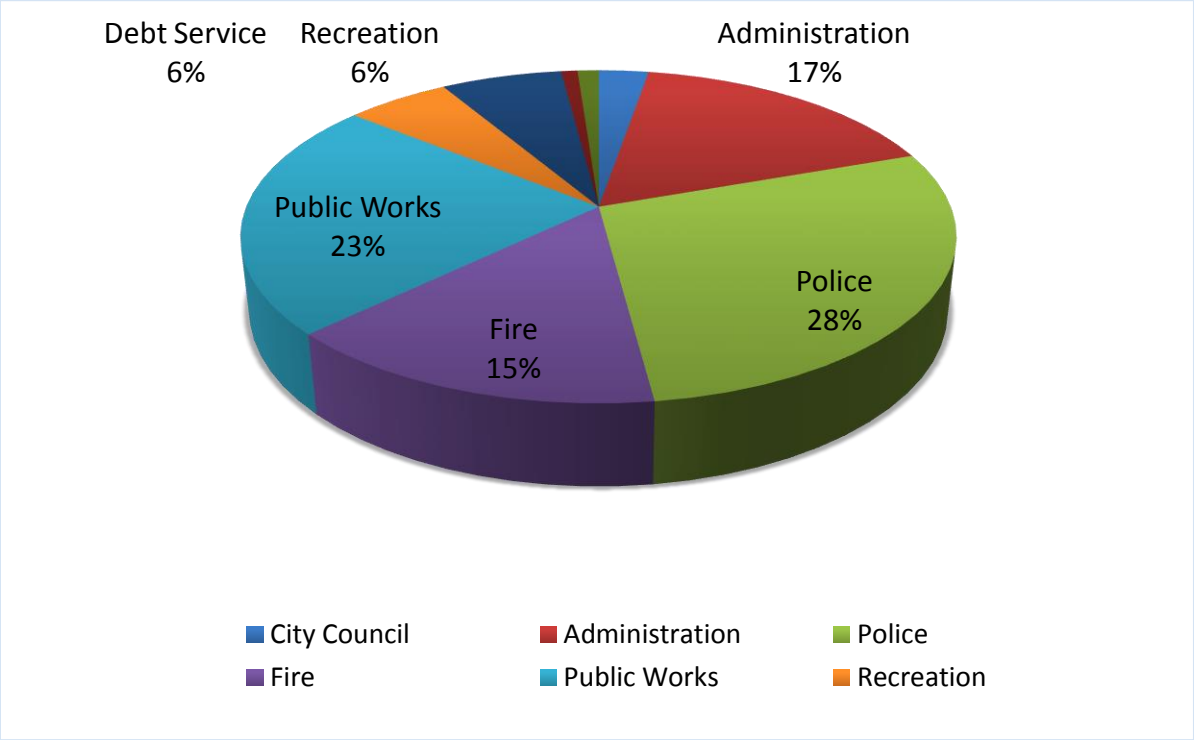
General Fund Expenditure Highlights

As the chart below indicates, the City spends over half of its general fund expenditures on personnel. Debt expenditures are roughly 6% of the budget, an increase from the previous year due to the purchase of a fire truck. It is also important to note that there are very few capital purchases in 2016, a trend that will not be sustainable long-term.



The City relies on its employees to deliver the high-quality services residents have come to expect. In order to keep our more veteran staff, and to be able to recruit highly skilled new employees, the City is planning to implement a new Pay & Classification Plan in 2016. This new plan will help the City better align our salaries with market rates and ensure that we can continue to provide professional, quality services into the future. The City also plans to provide merit-based raises based on annual evaluations. To ensure that our staff remain well-versed in their fields of expertise, the City is also emphasizing professional development, with funds for real world trainings for both police and fire.

When looking at expenditures based on function, the City continues to spend the majority of funds on public safety and public works functions. Over 65 % of expenditures in FY 2016 are budgeted for police, fire, and public works services.



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.

Water & Sewer Fund

Historically, 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 attempt to make this fund self-sufficient and to invest in the future. 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 2016 by 2.5%. In part, this rate increase will allow for significant capital investments to our wastewater system, including replacing the North Waste Water Treatment plant with a pump station and new force main and gravity sewer lines. This new pump station will triple the capacity of the north service basin and better prepare the City for future growth.

In addition to the new pump station, improvements to the Catawba Pump Station, installation of Automatic Meter Reader (AMR) meters in commercial businesses, and the replacement of the bar screen system at the McLin Creek WWTP are all planned for FY 2016. It will also be important for the City to continue planning for the future as the City tackles an aging wastewater and water system.

Conclusion

The City of Claremont remains in strong financial shape and continues to be 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 of providing services to citizens and businesses as low as possible. City Management recognizes and thanks the staff, department heads, the City Council and citizens who participated in the budget process and looks forward to another successful year for the City of Claremont.

Respectfully submitted,

Catherine Renbarger

Catherine Renbarger
City Manager

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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 villages 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.

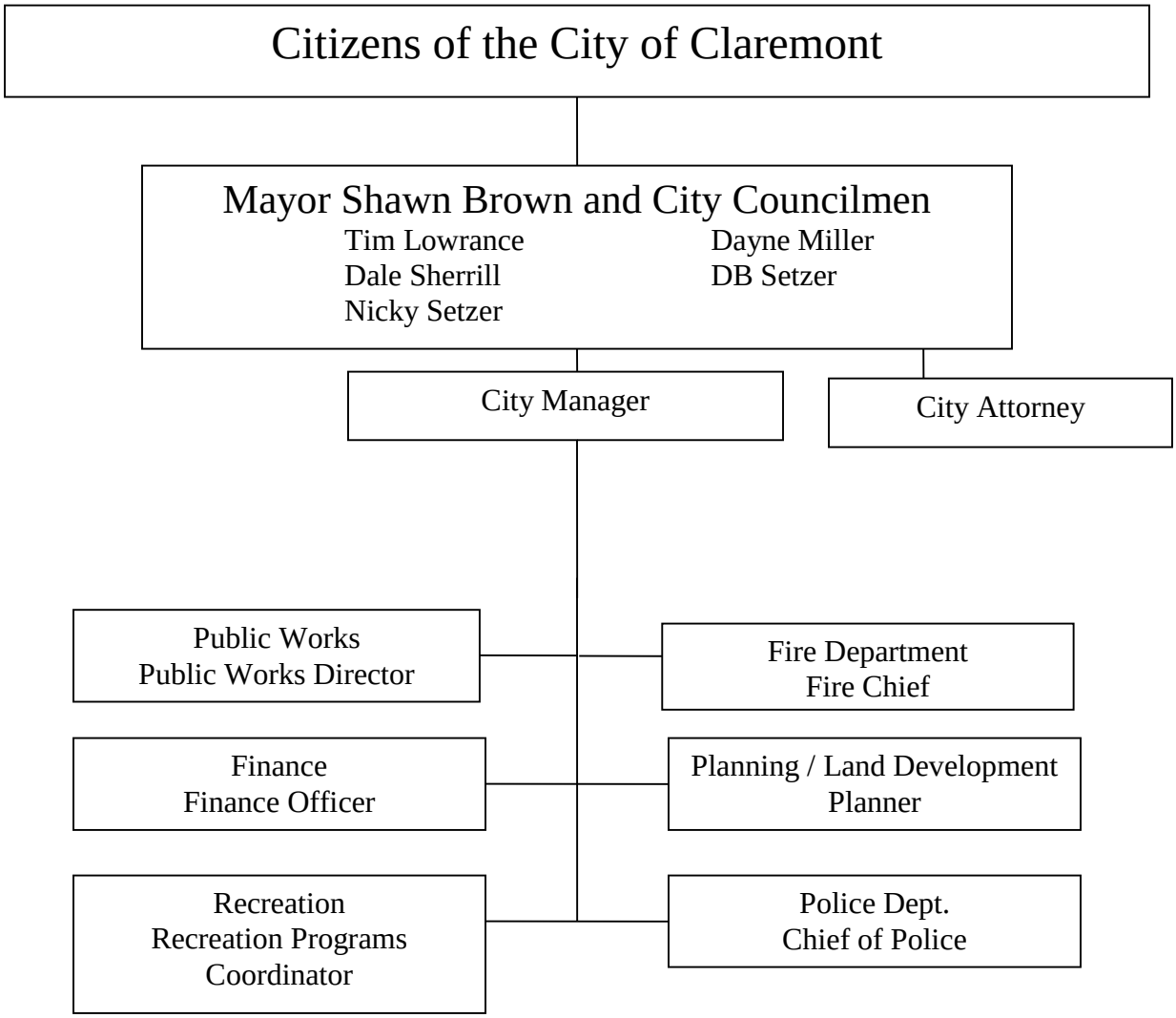
The men agreed and took the name of "Clare" and added, "mount" to it. The "mount" was added because the village from the old Catawba Road side looked high as a mountain. On August 8, 1892 the town was officially called Claremont and listed this way by the United States Post Office Department and also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

Today, Claremont is a highly diverse community with two public parks, a wide variety of housing opportunities, retail and office buildings and an industrial 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 committees, including the 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 is paramount to a citizens' 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. The public 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 Clerk's Office; the proposed budget is also available on the City 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 City's priorities for the year and how necessary funding levels have changed from the previous year. The remaining sections outline in detail the revenues and expenditures anticipated for the following year.

City staff also maintains a five-year capital investment plan, which outlines 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: Catherine Renbarger, City Manager, or Stephanie Corn, Finance Officer, at (828)466-7255.

BUDGET FORMAT

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

General Fund	City Council, Administration, Library, Planning & Zoning, Police, Fire, Public Works, Recreation Transfers, and Debt Service are all funded through the General Fund.
Water & Sewer Fund	All water and waste water operations, maintenance, and capital improvements are funded through this fund, which is also known as an "Enterprise Fund". This 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, 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, park 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, and 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 City's Enterprise operation of the Water and Sewer 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 City'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.

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City of Clarmeont
Budget Calendar
For Fiscal Year 2016

Date		Description
December 1, 2014		**City Council receives Budget calendar**
January 6, 2015		Department heads submit CIP requests
February 13, 2015		Department heads submit proposed FY 16 goals
February 20, 2015		Department head meeting to review/revise goals
February 27, 2015		Departments submit line item budget requests to Finance Director
March 6, 2015		Finance Officer submits revenue estimates
March 13, 2015		Manager finalizes recommended CIP
March 16-20 ,2015		Manager and departments hold budget meetings
April 11, 2015		**Coucil, Manager, and Staff workshop to discuss FY 2016 Budget, Goals and CIP**
April 29, 2015		Staff finalizes, prints and prepares budget for distribution
May 6, 2015		**Manager submits recommended FY 2016 Budget to Council**
May 12-14, 2015		**Additional budget workshops, if needed**
June 1, 2015		**Public Hearing, City Council adopts FY 2016 Budget**

Bold = Council Involvement

General Fund Expediture Summary

City Council						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$12,146	$10,670	$10,670	$10,670	$0	0.0%
Operating	$60,000	$58,300	$54,450	$60,950	$6,500	11.9%
Total	**$72,146**	**$68,970**	**$65,120**	**$71,620**	**$6,500**	**10.0%**

Administration						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$232,802	$245,624	$250,533	$254,769	$4,236	1.7%
Operating	$164,923	$181,074	$170,010	$182,050	$12,040	7.1%
Capital	$0	$25,500	$0	$15,000	$15,000	-
Total	**$397,725**	**$452,198**	**$420,543**	**$451,819**	**$31,276**	**7.4%**

Library						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Operating	$21,055	$20,300	$23,100	$23,600	$500	2.2%
Total	**$21,055**	**$20,300**	**$23,100**	**$23,600**	**$500**	**2.2%**

Planning						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Operating	$28,700	$29,150	$29,300	$30,400	$1,100	3.8%
Total	**$28,700**	**$29,150**	**$29,300**	**$30,400**	**$1,100**	**3.8%**

Police						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$554,198	$562,105	$573,649	$598,623	$24,974	4.4%
Operating	$149,200	$164,200	$156,287	$160,287	$4,000	2.6%
Capital	$68,800	$98,974	$133,585	$0	-$133,585	-100.0%
Total	**$772,198**	**$825,279**	**$863,521**	**$758,910**	-$104,611	**-12.1%**

Fire						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$136,930	$147,874	$153,370	$178,707	$25,337	16.5%
Operating	$161,196	$153,520	$164,450	$219,450	$55,000	33.4%
Capital	$40,000	$16,875	$42,000	$0	-$42,000	-100.0%
Total	**$338,126**	**$318,269**	**$359,820**	**$398,157**	$38,337	**10.7%**

General Fund Expediture Summary

Public Works						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$279,828	$296,861	$333,387	$345,915	$12,528	3.8%
Operating	$239,250	$239,780	$255,000	$264,000	$9,000	3.5%
Capital	$5,000	$5,000	$0	$8,500	$8,500	-
Total	**$524,078**	**$541,641**	**$588,387**	**$618,415**	$30,028	**5.1%**

Recreation						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$10,450	$13,000	$9,920	$46,135	$36,215	365.1%
Operating	$59,500	$62,250	$62,770	$63,270	$500	0.8%
Capital	$0	$18,000	$0	$40,000	$40,000	-
Total	**$69,950**	**$93,250**	**$72,690**	**$149,405**	**$76,715**	**105.5%**

Debt Service						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Operating	$147,521	$147,520	$147,520	$173,693	$26,173	17.7%
Total	**$147,521**	**$147,520**	**$147,520**	**$173,693**	**$26,173**	**17.7%**

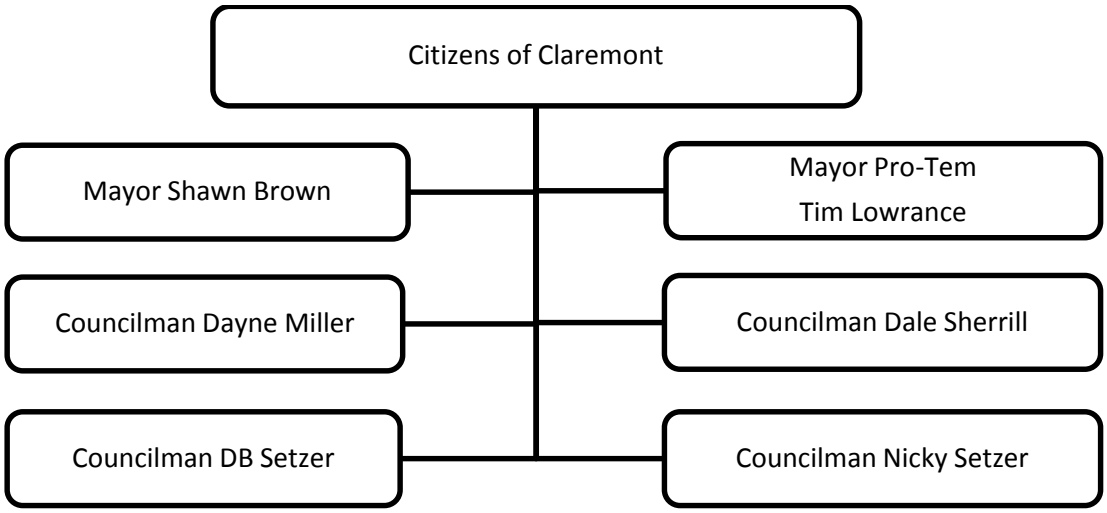
General Fund Totals						
	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2016 Budget Difference	Percent Difference
Personnel	$1,226,354	$1,276,134	$1,331,529	$1,434,819.22	$103,290	8%
Operating	$883,824	$908,574	$915,367	$1,004,007	$88,640	10%
Capital	$113,800	$164,349	$175,585	$63,500	-$112,085	-64%
Debt	$147,521	$147,520	$147,520	$173,693	$26,173	17.7%
Total	**$2,371,499**	**$2,496,577**	**$2,570,001**	**$2,676,019**	**$106,018**	**4.13%**

$2,676,019	**Revenue**
$2,676,019	**Expense**
0	**Difference**

Revenue
General Fund
Fund 10

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 16 Proposed	FY 16 vs FY15	Percent Change
3010-2006	2006 Property Taxes	$100	$0	$0	$0	$0	0.0%
3010-2007	2007 Property Taxes	$200	$100	$25	$25	$0	0.0%
3010-2008	2008 Property Taxes	$300	$200	$25	$25	$0	0.0%
3010-2009	2009 Property Taxes	$500	$300	$200	$200	$0	0.0%
3010-2010	2010 Property Taxes	$2,000	$500	$500	$500	$0	0.0%
3010-2011	2011 Property Taxes	$5,000	$3,000	$1,500	$1,500	$0	0.0%
3010-2012	2012 Property Taxes	$1,654,920	$8,500	$4,000	$4,000	$0	0.0%
3010-2013	2013 Property Taxes	$0	$1,688,542	$12,500	$12,500	$0	0.0%
3010-2014	2014 Property Taxes	$0	$0	$1,688,542	$15,000	-$1,673,542	-99.1%
3010-2015	2015 Property Taxes	$0	$0	$0	$1,730,412	$1,730,412	100.0%
3170-0000	Tax Penalties	$1,200	$3,000	$4,200	$4,200	$0	0.0%
3200-0000	Occupancy Tax	$8,500	$8,500	$4,000	$4,000	$0	0.0%
3280-0000	Cable Franchise Fees	$1,000	$1,000	$1,000	$0	-$1,000	-100.0%
3290-0000	Investment Earnings	$3,000	$2,000	$500	$500	$0	0.0%
3329-0000	State Hold Harmless	$5,000	$0	$0	$0	$0	-
3350-0000	Miscellaneous Revenues	$2,000	$3,000	$5,000	$9,000	$4,000	80.0%
3350-0100	Youth Council	$1,000	$1,000	$1,000	$0	-$1,000	-100.0%
3360-0200	Claremont Day	$9,500	$9,500	$10,000	$10,000	$0	0.0%
3360-0202	Christmas Parade	$1,500	$1,500	$2,000	$2,000	$0	0.0%
3360-0300	Senior Citizen Programs	$1,000	$1,000	$250	$0	-$250	-100.0%
3370-0000	Utility Franchise Tax	$180,000	$210,000	$220,000	$230,000	$10,000	4.5%
3380-0000	Natural Gas Tax	$7,000	$7,000	$5,200	$4,000	-$1,200	-23.1%
3400-000	Video Tax	$24,000	$25,000	$26,500	$26,500	$0	0.0%
3410-0000	Beer & Wine Tax	$1,000	$3,000	$4,500	$4,635	$135	3.0%
3450-0000	Local Option Sales Tax 39	$112,000	$120,000	$128,000	$135,000	$7,000	5.5%
3450.0099	City Hold Harmless Sales	$0	$30,000	$38,000	$40,000	$2,000	5.3%
3451-0000	Local Option Sales Tax 40	$38,000	$40,000	$45,000	$50,000	$5,000	11.1%
3452-0000	Local Option Sales Tax 42	$42,000	$45,000	$48,000	$58,000	$10,000	20.8%
3453-0000	Local Option Sales Tax 44	$0	$100	$100	$100	$0	0.0%
3456-0000	Solid Waste Disposal Tax	$650	$700	$650	$675	$25	3.8%
3483-0000	Economic Devlopment Fees	$0	$0	$100	$100	$0	0.0%
3484-0000	Planning & Zoning Fees	$0	$0	$0	$1,000	$1,000	0.0%
3510-0000	Arrest Fees	$1,000	$1,000	$1,000	$1,000	$0	0.0%
3580-0000	Park Rental Fees	$0	$0	$1,000	$300	-$700	-70.0%
3590-0100	Refuse Collection	$500	$500	$24,500	$22,000	-$2,500	-10.2%
3830-0000	Surplus Property Sales	$6,000	$6,000	$6,000	$17,000	$11,000	183.3%
3850-0100	Refund Insurance Proceeds	$0	$0	$25	$25	$0	0.0%
3930-0000	Fire District Fees	$227,230	$228,236	$229,547	$246,354	$16,807	7.3%
3360-0203	Veterans Memorial	$400	$400	$100	$100	$0	0.0%
3990-0000	Appropriated Fund Balance	$35,000	$48,000	$56,536	$45,368	-$11,168	-19.8%
	Totals	**$2,371,500**	**$2,496,578**	**$2,570,000**	**$2,676,019**	**$106,019**	**4.1%**

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

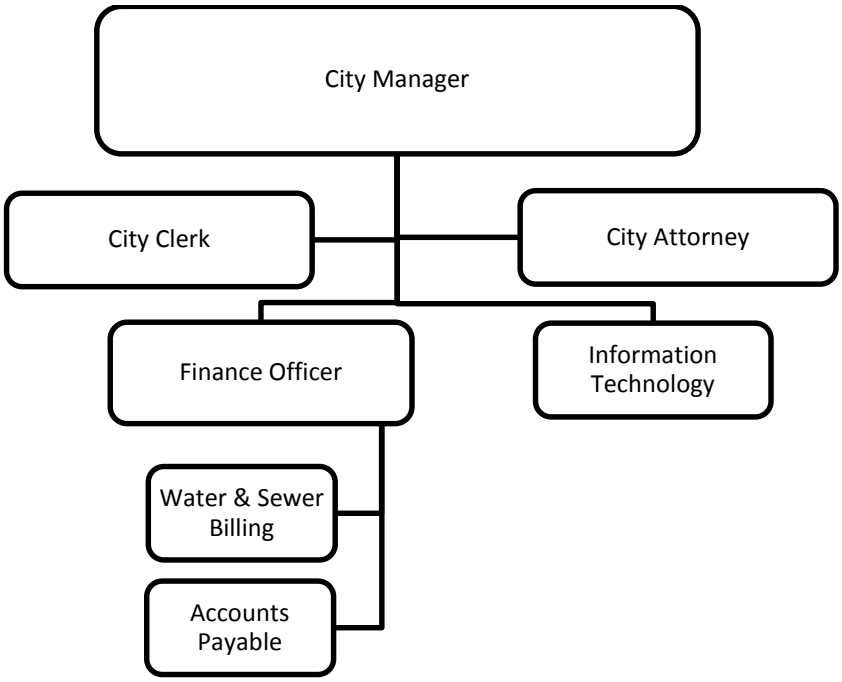
FY 2016 Goals and Objectives

- ✓ Continue Implementation of Action Plan
- ✓ Expand on promotion and support for local businesses and non-profits
- ✓ Foster community input, involvement and transparency

City Council
104100

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended	FY 16 Proposed	FY16 vs FY15	Percent Change
0100	Elected Officials Fee	$7,800	$7,800	$7,800	$7,800	$7,800	$0	0.0%
0110	Appointed Board Fees	$1,800	$1,800	$1,800	$1,800	$1,800	$0	0.0%
0410	Attorney Retainage	$7,000	$7,000	$7,000	$7,000	$7,000	$0	0.0%
0430	Legal Fees	$15,000	$13,000	$12,500	$12,838	$16,000	$3,163	25.3%
0460	Emergency Action Plan	$1,250	$750	$1,000	$1,000	$1,000	$0	0.0%
0500	FICA	$650	$650	$650	$650	$650	$0	0.0%
0600	Group Insurance	$1,896	$420	$420	$420	$420	$0	0.0%
0800	Employee Relations	$3,000	$3,000	$3,000	$3,000	$3,000	$0	0.0%
0820	Municipal Elections	$0	$3,000	$0	$0	$3,000	$3,000	-
9100	Youth Council	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
1200	Printing	$250	$250	$250	$250	$250	$0	0.0%
1400	Travel & Training	$10,000	$10,000	$8,500	$8,500	$8,500	$0	0.0%
2600	Advertising	$3,000	$2,800	$3,500	$3,500	$3,500	$0	0.0%
3300	Departmental Supplies	$500	$500	$500	$500	$500	$0	0.0%
5700	Misc. Expenses	$4,000	$4,000	$4,200	$4,200	$4,200	$0	0.0%
8900	EDC Incentives	$5,000	$5,000	$5,000	$5,000	$5,000	$0	0.0%
9100	Contributions	$10,000	$8,000	$8,000	$8,000	$8,000	$0	0.0%
	Totals	**$72,146**	**$68,970**	**$65,120**	**$65,458**	**$71,620**	**$6,163**	9.5%

Administration



Description

The City Manager serves as the Chief Administrative Officer for the City and 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.

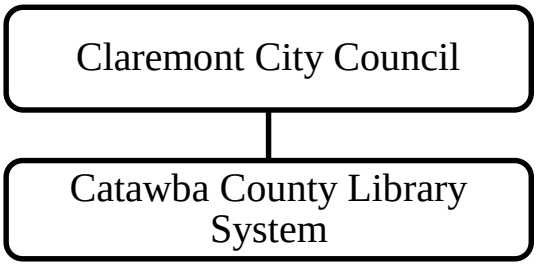
FY 2016 Goals and Objectives

- ✓ Implement new City Personnel Pay and Classification Plan
- ✓ Evaluate options to improve City Hall Parking Lot
- ✓ Seek ways to expand connections with the City, including citizen engagement and information delivery
- ✓ Continue implementation of 2015 Action Plan

Administration
104200

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Proposed	FY16 vs FY15	Percent Change
0200	Full Time Salaries	$167,692	$176,573	$180,810	$180,810	$183,347	$2,537	1.4%
0300	Part Time Salaries	$4,184	$4,184	$4,184	$10,684	$4,184	$0	0.0%
0400	Audit Fees	$16,000	$16,000	$16,000	$16,000	$16,000	$0	0.0%
0450	Engineering	$7,500	$12,500	$12,500	$12,500	$12,500	$0	0.0%
0470	OSHA Mandates	$500	$500	$500	$500	$500	$0	0.0%
0500	FICA	$12,850	$13,216	$13,767	$13,767	$14,227	$460	3.3%
0600	Group Insurance	$29,232	$31,200	$30,468	$30,468	$30,996	$528	1.7%
0700	Retirement	$18,844	$20,451	$21,304	$21,304	$22,015	$711	3.3%
0800	Employee Relations	$2,500	$201,234	$4,000	$4,000	$4,000	$0	0.0%
1100	Postage	$1,500	$1,000	$1,000	$1,400	$1,000	$0	0.0%
1110	Telephone	$4,000	$4,000	$4,000	$4,000	$4,000	$0	0.0%
1200	Printing	$1,800	$1,800	$2,000	$2,000	$2,000	$0	0.0%
1310	Electricity	$10,500	$11,000	$11,850	$11,850	$11,850	$0	0.0%
1400	Travel & Training	$3,000	$3,000	$3,000	$4,200	$5,000	$2,000	66.7%
1500	Maint. Buildings	$1,923	$2,000	$2,500	$2,500	$2,500	$0	0.0%
1600	Maint. Equipment	$1,000	$1,000	$1,500	$1,500	$1,500	$0	0.0%
1700	Maint. Vehicles	$1,000	$500	$500	$500	$500	$0	0.0%
1710	Auto Supplies/Tires	$400	$200	$200	$200	$200	$0	0.0%
2600	Advertising	$1,000	$2,000	$3,500	$3,163	$3,000	-$500	-14.3%
3100	Gas, Oil, Grease	$2,000	$2,200	$2,000	$2,000	$2,000	$0	0.0%
3200	Office Supplies	$2,000	$2,000	$2,000	$2,000	$2,000	$0	0.0%
3300	Departmental Supplies	$1,500	$1,500	$1,500	$1,500	$1,500	$0	0.0%
3310	Small Tools/Equipment	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
3400	Expendable Supplies	$800	$800	$800	$800	$800	$0	0.0%
4500	Contracted Services	$84,000	$87,000	$72,060	$88,060	$86,000	$13,940	19.3%
5300	Dues & Subscriptions	$2,500	$2,000	$2,250	$2,250	$2,250	$0	0.0%
5400	Insurance & Bonds	$4,000	$4,700	$5,000	$3,400	$5,000	$0	0.0%
5410	Unemployment Insurance	$9,000	$9,424	$3,700	$3,700	$3,700	$0	0.0%
5420	Insurance Deductions	$1,000	$0	$0	$0	$0	$0	0.0%
5700	Miscellaneous Expenses	$4,500	$8,250	$10,250	$16,250	$12,250	$2,000	19.5%
7400	Capital Outlay	$0	$25,500	$0	$0	$15,000	$15,000	-
9600	Transfer to PJ Fund	$2,435	$4,200	$6,400	$7,448	$1,000	-$5,400	-84.4%
9800	C-5195 Sidewalk Fund	$0	$0	$0	$75,000	$0	-$75,000	-
	Totals	**$400,160**	**$650,932**	**$420,543**	**$524,754**	**$451,819**	**$31,276**	7.4%

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 and is open Tuesday through Friday from noon to 6 p.m. and on Saturday from 9 a.m. to 2p.m.

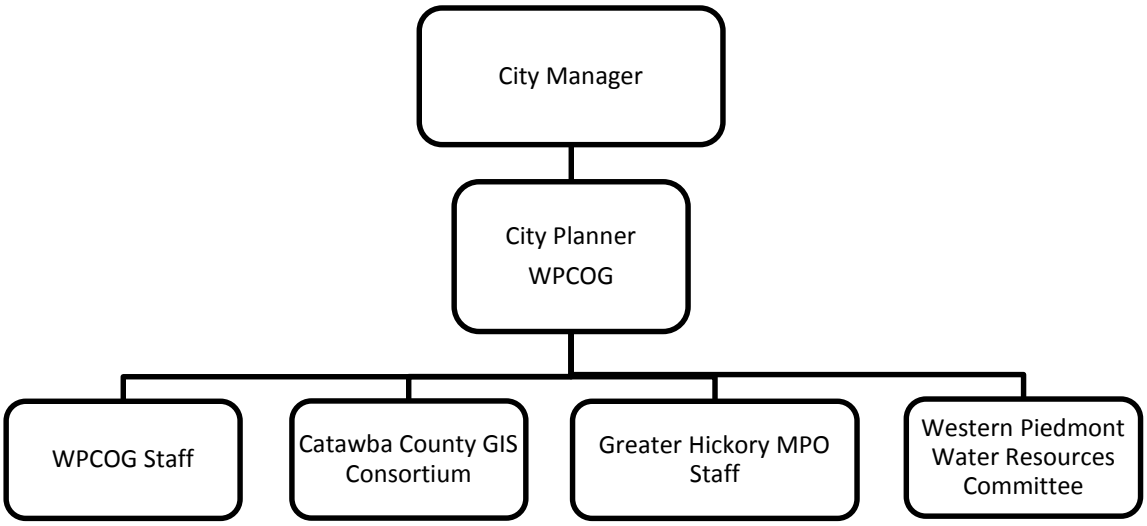
FY 2016 Goals and Objectives

- ✓ Work with Catawba County to expand offerings that reach Claremont residents

Library
104300

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Proposed	FY16 vs FY15	Percent Change
0290	Yount Fund	$3,755	$3,000	$3,000	$3,000	$3,000	$0	0.0%
1110	Telephone	$300	$300	$300	$300	$300	$0	0.0%
4501	County Contract	$17,000	$17,000	$19,800	$19,800	$19,800	$2,800	16.5%
5700	Miscellaneous	$0	$0	$0	$0	$500	$0	-
	Totals	**$21,055**	**$20,300**	**$23,100**	**$23,100**	**$23,600**	$500	**2.5%**

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

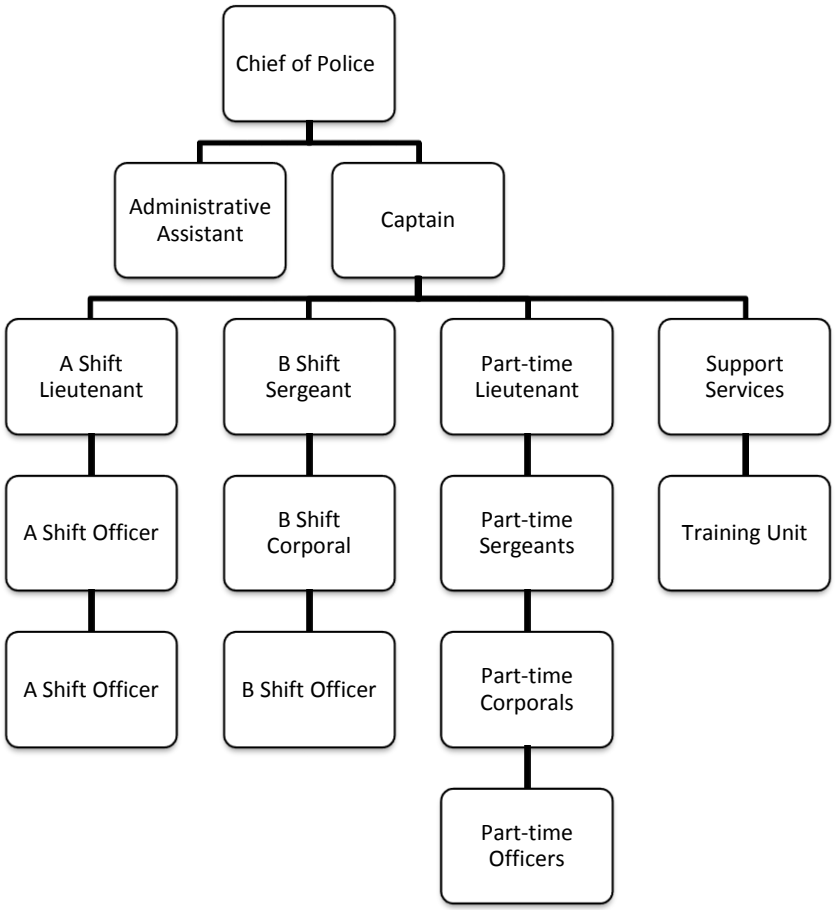
FY 2016 Goals and Objectives

- ✓ Adopt a revised Land Development Plan
- ✓ Review and revise zoning and development ordinances
- ✓ Increase availability of planning services and information to City residents

Planning
104400

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Proposed	FY16 vs FY15	Percent Change
0401	Professional Services	$27,000	$27,800	$27,800	$27,800	$28,900	$1,100	4.0%
0402	Stormwater Phase II	$1,000	$500	$500	$500	$500	$0	0.0%
1400	Training	$250	$250	$250	$250	$250	$0	0.0%
2600	Advertising	$250	$400	$250	$250	$250	$0	0.0%
3300	Departmental Supplies	$200	$200	$500	$500	$500	$0	0.0%
	Totals	**$28,700**	**$29,150**	**$29,300**	**$29,300**	**$30,400**	**$1,100**	**3.8%**

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.

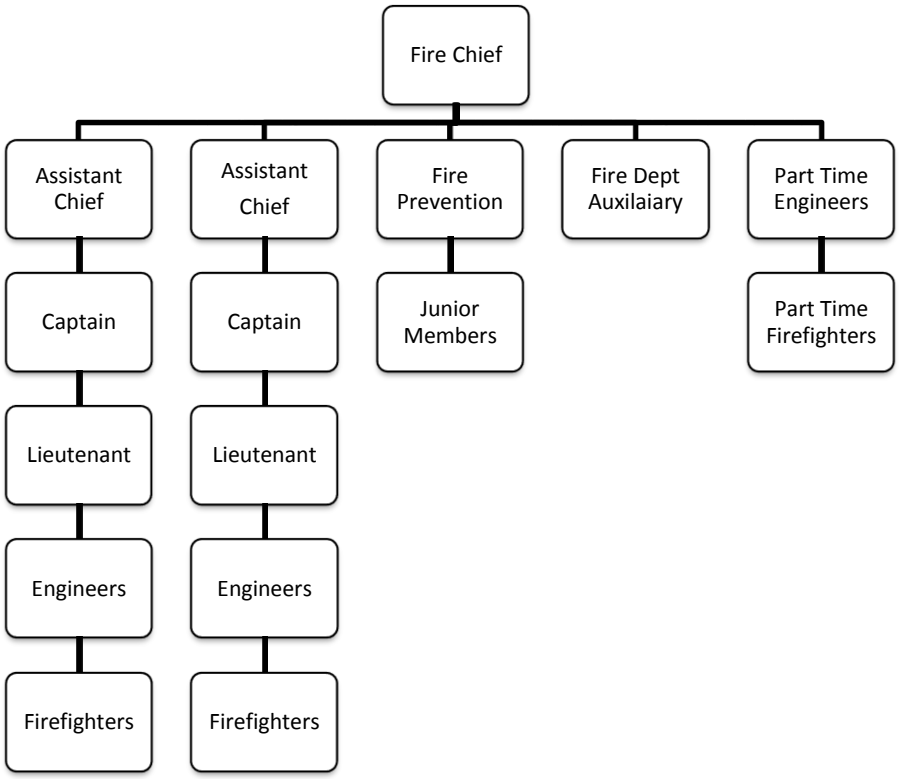
FY 2016 Goals and Objectives

- ✓ Complete tactical defense and rapid school development training
- ✓ Continue work on evidence management system
- ✓ Review gunshot trauma and training
- ✓ Install a new digital camera video computer system at the Police Station

Police
105100

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Proposed	FY16 vs FY15	Percent Change
0132	Separation Allowance	$11,750	$11,750	$11,750	$11,750	$11,750	$0	0.0%
0200	Full Time Salaries	$350,181	$345,538	$382,147	$382,147	$400,087	$17,940	5.2%
0300	Part Time Salaries	$55,365	$55,365	$29,899	$29,899	$29,899	$0	0.0%
0470	OSHA Mandates	$500	$500	$500	$500	$500	$0	0.0%
0500	FICA	$30,824	$30,105	$27,913	$27,913	$30,160	$2,247	7.5%
0600	Group Insurance	$65,772	$78,200	$76,170	$76,170	$77,490	$1,320	1.7%
0700	Retirement	$40,306	$41,147	$45,770	$45,770	$49,237	$3,467	8.4%
0900	Medical Physical's	$2,500	$2,500	$3,750	$3,750	$3,750	$0	0.0%
1100	Postage	$300	$300	$200	$200	$200	$0	0.0%
1110	Telephone	$7,500	$7,500	$9,000	$9,000	$9,000	$0	0.0%
1200	Printing	$300	$300	$200	$200	$200	$0	0.0%
1300	Natural Gas	$1,750	$1,000	$1,000	$1,000	$1,500	$500	50.0%
1310	Electricity	$5,000	$5,750	$6,212	$6,212	$6,212	$0	0.0%
1400	Travel & Training	$7,500	$10,500	$10,500	$10,500	$9,500	-$1,000	-9.5%
1500	Maint. Building	$2,500	$2,500	$2,500	$2,500	$2,500	$0	0.0%
1600	Maint. Equipment	$1,500	$1,500	$1,500	$1,500	$1,500	$0	0.0%
1700	Maint. Vehicles	$7,850	$7,850	$6,000	$6,000	$6,000	$0	0.0%
1710	Auto Supplies/ Tires	$3,000	$3,000	$4,500	$4,500	$4,500	$0	0.0%
2600	Advertising	$250	$250	$150	$150	$150	$0	0.0%
3100	Gas, Oil & Grease	$35,000	$35,000	$35,000	$35,000	$35,000	$0	0.0%
3200	Office Supplies	$2,000	$2,000	$2,000	$2,000	$2,000	$0	0.0%
3300	Department Supplies	$5,000	$17,500	$4,000	$4,000	$4,000	$0	0.0%
3310	Small Tools & Equip.	$8,500	$8,500	$8,500	$8,500	$8,500	$0	0.0%
3600	Uniforms	$8,000	$8,000	$9,000	$9,000	$9,000	$0	0.0%
4500	Contracted Services	$21,500	$22,000	$20,000	$20,000	$22,000	$2,000	9.1%
5300	Dues & Subscriptions	$2,000	$1,750	$1,750	$1,750	$1,750	$0	0.0%
5400	Insurance	$24,750	$25,000	$26,525	$26,525	$25,025	-$1,500	-6.0%
5420	Insurance Deductions	$1,000	$0	$0	$0	$0	$0	0.0%
5700	Miscellaneous	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
7300	Small Capital	$0	$0	$0	$0	$4,000	$4,000	-
7400	Capital Outlay	$68,800	$98,974	$133,585	$296,145	$0	-$133,585	-135.0%
9100	Good Samaritian	$0	$0	$2,500	$2,877	$2,500	$0	2500.0%
	Totals	**$772,198**	**$825,279**	**$863,521**	**$1,026,458**	**$758,910**	**-$104,611**	**-12.7%**

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.

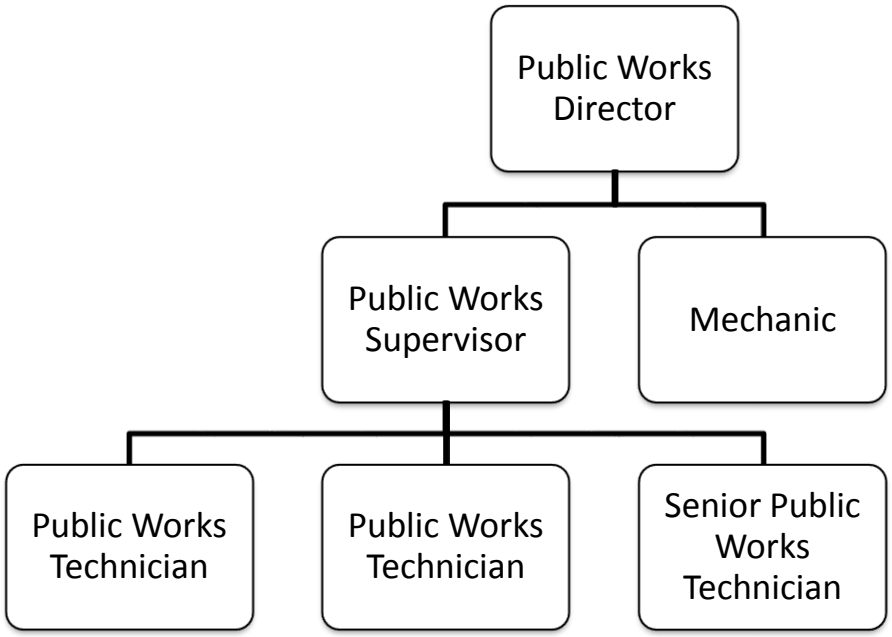
FY 2016 Goals and Objectives

- ✓ Expand Fire Prevention & Education programs
- ✓ Strive to bring all members up to NFPA 1403 standards
- ✓ Continue replacement of turn out gear
- ✓ Continue transition to 800 MHz radios
- ✓ Expand part-time hours
- ✓ Continue to create positive, unified culture

Fire
105300

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Budget	FY16 vs FY15	Percent Change
0200	Full Time Salaries	$56,838	$56,838	$58,580	$58,580	$60,561	$1,981	3.5%
0300	Part Time Salaries	$52,416	$54,664	$64,648	$64,648	$84,648	$20,000	36.6%
0400	Pay Per Call Incentives	$22,750	$22,750	$22,750	$22,750	$22,750	$0	0.0%
0500	FICA	$7,646	$8,846	$11,524	$11,524	$11,198	-$326	-3.7%
0600	Group Insurance	$8,808	$16,800	$7,617	$7,617	$8,000	$383	2.3%
0700	Retirement	$11,222	$10,726	$11,001	$11,001	$14,301	$3,300	30.8%
0900	Medical Physicals	$10,520	$10,520	$12,000	$12,000	$10,000	-$2,000	-19.0%
1100	Postage	$250	$250	$200	$200	$200	$0	0.0%
1110	Telephone	$3,200	$3,200	$3,500	$3,500	$3,500	$0	0.0%
1300	Natural Gas	$3,100	$3,100	$3,500	$3,500	$3,500	$0	0.0%
1310	Electricity	$8,000	$8,400	$9,200	$9,200	$9,200	$0	0.0%
1400	Travel & Training	$11,000	$11,000	$11,000	$11,000	$11,000	$0	0.0%
1500	Maint. Buildings	$6,100	$6,000	$6,000	$6,000	$8,000	$2,000	33.3%
1600	Maint. Equipment	$8,000	$8,000	$8,000	$8,000	$8,000	$0	0.0%
1700	Maint. Vehicles	$8,500	$1,000	$8,500	$28,000	$12,000	$3,500	350.0%
1710	Auto Supplies/Tires	$3,000	$3,000	$3,000	$3,000	$1,500	-$1,500	-50.0%
3100	Gas, Oil, Grease	$10,000	$10,000	$11,500	$11,500	$11,500	$0	0.0%
3200	Office Supplies	$1,500	$1,500	$1,500	$1,500	$1,500	$0	0.0%
3300	Departmental Supplies	$3,000	$6,000	$3,000	$3,000	$3,000	$0	0.0%
3310	Small Tools/Equipment	$12,000	$9,000	$9,000	$9,587	$11,000	$2,000	22.2%
3600	Uniforms	$13,310	$12,000	$12,000	$12,000	$7,000	-$5,000	-41.7%
4400	Fire Prevention	$1,200	$1,200	$2,200	$2,200	$3,200	$1,000	83.3%
4500	Contracted Services	$11,500	$12,000	$16,500	$16,500	$16,500	$0	0.0%
5300	Dues & Subscriptions	$2,766	$2,600	$2,600	$2,600	$2,600	$0	0.0%
5400	Insurance & Bonds	$15,000	$16,500	$13,000	$13,000	$13,000	$0	0.0%
5420	Insurance Deductions	$1,000	$0	$0	$0	$0	$0	0.0%
5700	Miscellaneous Expenses	$500	$500	$500	$500	$1,000	$500	100.0%
7300	Small Capital		$0	$0	$0	$57,000	$57,000	-
7400	Capital Outlay	$40,000	$16,875	$42,000	$260,565	$0	-$42,000	-248.9%
9100	Contributions	$5,000	$5,000	$5,000	$7,913	$2,500	-$2,500	-50.0%
	Totals	**$338,126**	**$318,269**	**$359,820**	**$601,385**	**$398,157**	**$38,337**	**12.0%**

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.

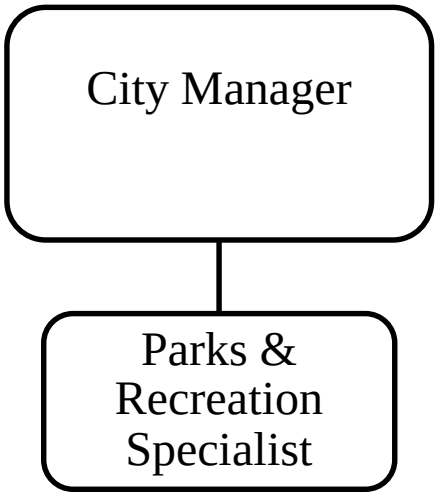
FY 2016 Goals and Objectives

- ✓ Have employees complete OHSA and NCDOT trainings
- ✓ Explore opportunities to expand employee knowledge and training
- ✓ Continue street edge clean off program
- ✓ Assist with implementation of federal Congestion Mitigation and Air Quality (CMAQ) grant for sidewalks

Public Works
105450

Acct	Description	FY13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended	FY 16 Budget	FY16 vs FY15	Percent Change
0200	Full Time Salaries	$191,775	$203,011	$231,555	$231,555	$241,146	$9,591	4.1%
0300	Part Time Salaries	$8,000	$8,250	$1,200	$1,200	$8,000	$6,800	566.7%
0470	OSHA Mandates	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
0500	FICA	$15,053	$16,142	$20,699	$20,699	$17,957	-$2,742	-13.2%
0600	Group Insurance	$43,848	$46,800	$53,319	$53,319	$51,025	-$2,294	-4.3%
0700	Retirement	$21,152	$22,658	$26,614	$26,614	$27,787	$1,173	4.4%
0900	Medical Physicals	$1,750	$1,750	$1,800	$1,800	$1,800	$0	0.0%
1110	Telephone	$2,000	$2,000	$2,000	$2,000	$2,000	$0	0.0%
1300	Natural Gas	$3,200	$2,800	$3,000	$3,000	$3,000	$0	0.0%
1310	Electricity	$56,000	$59,980	$65,750	$65,750	$65,750	$0	0.0%
1400	Travel & Training	$1,500	$1,500	$1,500	$1,500	$1,500	$0	0.0%
1500	Maint. Buildings	$7,500	$7,000	$7,000	$7,000	$7,000	$0	0.0%
1600	Maint. Equipment	$10,000	$8,500	$8,500	$8,500	$8,500	$0	0.0%
1610	Maint. Streets	$15,000	$15,000	$15,000	$15,000	$20,000	$5,000	33.3%
1700	Maint. Vehicles	$6,500	$5,500	$2,500	$2,500	$5,000	$2,500	100.0%
1710	Auto Supplies/Tires	$3,500	$3,500	$3,500	$3,500	$3,500	$0	0.0%
2600	Advertising	$300	$300	$300	$300	$300	$0	0.0%
3100	Gas, Oil, Grease	$10,000	$10,000	$10,000	$10,000	$10,000	$0	0.0%
3200	Office Supplies	$500	$500	$500	$500	$500	$0	0.0%
3300	Departmental Supplies	$7,000	$7,000	$7,000	$7,000	$7,000	$0	0.0%
3310	Small Tools/Equipment	$1,500	$1,500	$1,000	$1,000	$1,000	$0	0.0%
3400	Expendable Supplies	$500	$500	$500	$500	$500	$0	0.0%
3600	Uniforms	$5,000	$5,000	$6,500	$6,500	$6,500	$0	0.0%
4500	Contracted Services	$85,000	$86,000	$4,500	$4,500	$6,000	$1,500	33.3%
4800	Leaf Bags	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
4900	Soild Waste Services	$1,000	$1,000	$93,700	$93,700	$93,700	$0	0.0%
5300	Dues & Subscriptions	$500	$450	$450	$450	$450	$0	0.0%
5400	Insurance	$17,000	$17,000	$17,000	$17,000	$17,000	$0	0.0%
5420	Insurance Deductions	$1,000	$0	$0	$0	$0	$0	-
5700	Miscellaneous	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
7400	Capital Outlay	$5,000	$5,000	$0	$0	$8,500	$8,500	-
	Totals	**$524,078**	**$541,641**	**$588,387**	**$588,387**	**$618,415**	**$46,746**	**7.9%**

Recreation Department



Mission

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

FY 2016 Goals and Objectives

- ✓ Continue to evaluate existing programs
- ✓ Improve City and Park grounds, landscaping
- ✓ Invest in City Park and continue implementation of Parks Master Plan
- ✓ Work closely with all of the City Advisory Committees

Recreation
106200

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Budget	FY16 vs FY15	Percent Change
200	Full Time Salaries	$0	$0	$0	$0	$31,635	$31,635	-
0300	Part Time Salaries	$9,500	$12,000	$9,200	$9,200	$1,000	-$8,200	-68.3%
0500	FICA	$950	$1,000	$720	$720	$2,401	$1,681	168.1%
0600	Group Insurance	$0	$0	$0	$0	$7,383	$7,383	-
0700	Retirement	$0	$0	$0	$0	$3,716	$3,716	-
1310	Electricity	$2,500	$2,950	$3,750	$3,750	$3,750	$0	0.0%
1500	Maint. Buildings	$7,500	$6,000	$5,000	$10,276	$5,000	$0	0.0%
2600	Advertising	$500	$500	$1,500	$1,500	$2,000	$500	100.0%
3300	Departmental Supplies	$3,500	$3,500	$3,000	$3,000	$3,000	$0	0.0%
3400	Appearance	$3,000	$3,000	$3,000	$3,000	$3,000	$0	0.0%
4500	Contracted Services	$2,500	$2,500	$2,720	$2,720	$2,720	$0	0.0%
4700	Senior Citizens	$3,700	$3,600	$3,600	$3,600	$3,600	$0	0.0%
5150	Recreation Programs	$4,800	$5,200	$5,200	$5,200	$5,200	$0	0.0%
7300	Claremont Day	$26,500	$30,000	$30,000	$35,000	$30,000	$0	0.0%
7400	Capital Outlay	$0	$18,000	$0	$0	$40,000	$40,000	222.2%
8200	Christmas Parade	$5,000	$5,000	$5,000	$7,000	$5,000	$0	0.0%
	Totals	**$69,950**	**$93,250**	**$72,690**	**$84,966**	**$149,405**	**$76,715**	**82.3%**

Debt Service

Description

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

Long-Term Debt Payment Summary

- ✓ Principal Payment 6 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.
- ✓ Principal Payment 1 of 10 for a Smeal Fire Apparatus Pumper Truck for the Fire Department, $264,000, 2.48% fixed, 10 year, annual principal payments of $30.133.15 plus accrued interest.

Debt Service
107200

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY15 Amended	FY 16 Proposed Budget	FY16 vs FY15	Percent Change
4100	Rail Spur Principle	$100,000	$100,000	$100,000	$100,000	$100,000	$0	0.0%
4150	Rail Spur Interest	$47,521	$43,560	$39,600	$39,600	$35,640	-$3,960	-9.1%
4175	Poppleman Payment	$0	$3,960	$7,920	$7,920	$7,920	$0	0.0%
	Fire Engine Principle	$0	$0	$0	$0	$23,586	$23,586	-
	Fire Engine Interest	$0	$0	$0	$0	$6,547	$6,547	-
	Totals	**$147,521**	**$147,520**	**$147,520**	**$147,520**	**$173,693**	**$26,173**	**17.7%**

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 2016 Work Program

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

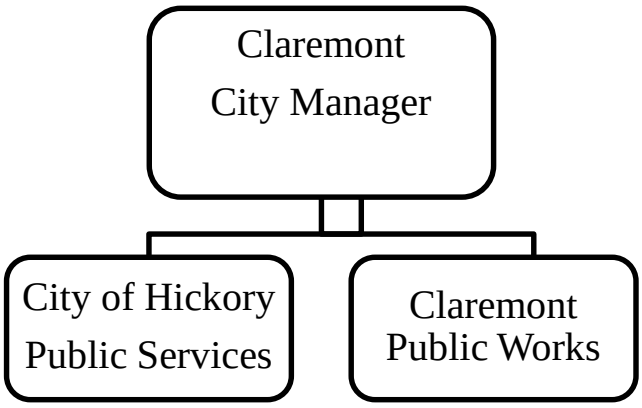
Revenue
Powell Bill Fund
Fund 11

Acct	Description	FY 13 Budget	FY 14 Budget	FY15 Budget	FY15 Amended	FY 16 Proposed	FY16 vs FY 15
2990.0000	Powell Bill Fun	$125,000	$0	$0	$0	$4,000	$4,000
3430.0000	Powell Bill Dist	$41,000	$43,000	$40,000	$40,000	$41,500	$1,500
	Totals	**$166,000**	**$43,000**	**$40,000**	**$40,000**	**$45,500**	**$5,500**

Powell Bill
115700

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 16 Proposed	FY16 vs FY15	Percent Change
0450	Engineering Services	$2,500	$2,500	$2,500	$2,500	$0	0.0%
1600	Maint. Equipment	$500	$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	$7,500	$7,500	$7,500	$1,000	-$6,500	-86.7%
3310	Small Tools/Equipment	$500	$500	$500	$500	$0	0.0%
4500	Contracted Services	$154,000	$31,000	$28,000	$40,000	$12,000	7.8%
	Totals	**$166,000**	**$43,000**	**$40,000**	**$45,500**	**$5,500**	**3.3%**

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 2016 Goals and Objectives

- ✓ Continue in-house certifications for distribution and collection systems
- ✓ Begin planning for the expansion of the maintenance facility
- ✓ Invest in wastewater infrastructure, including a new pump station
- ✓ Prepare for the decommissioning of the North Waste Water Treatment Plant and determine City's long-term plan for wastewater treatment
- ✓ Install new commercial AMR water meters
- ✓ Replace the Bar Screen at the McLin WWTP

Water Sewer Fund Expediture Summary

Water & Sewer Fund Totals						
	2013 Budget	2014 Budget	2015 Budget	2016 Proposed Budget	FY 16 vs FY 15	Percent Difference
Operating	$816,450	$1,125,929	$1,046,757	$1,040,440	-$6,317	-0.6%
Capital	$105,070	$66,500	$93,750	$410,000	$316,250	337.3%
Debt	$162,212	$152,458	$0	$0	$0	-
Total	**$1,083,732**	**$1,344,887**	**$1,140,507**	**$1,450,440**	**$309,933**	27.2%

$1,450,440.00	**Revenue**
$1,450,440.00	**Expense**
$0.00	**Difference**

Revenues
Fund 30

Acct	Description	FY 13 Bugdet	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Propsed Budget	FY16 vs FY15	Percent Change
3290	Investment Earnings	$200	$200	$200	$200	$100	-$100	-50.0%
3350	Miscellaneous Revenues	$450	$200	$1,000	$2,450	$1,400	$400	40.0%
3351	Lease Revenues	$0	$25,200	$25,800	$25,800	$25,800	$0	0.0%
3710	Utility Fees	$1,003,432	$1,057,987	$1,071,257	$1,071,257	$1,098,040	$26,783	2.5%
3730	Tap & Capacity Fees	$5,500	$5,500	$8,500	$21,000	$160,350	$151,850	1786.5%
3750	Utility Penalties	$8,800	$8,800	$7,500	$7,500	$8,000	$500	6.7%
3760	Hydrant Fees	$23,350	$25,000	$24,250	$24,250	$24,250	$0	0.0%
3790	Reconnect Fees	$2,000	$2,000	$2,000	$2,000	$2,500	$500	25.0%
3990	Appropriated Fund Balance	$40,000	$45,000	$0	$103,350	$0	$0	-
3980	Transfer from Other Funds		$175,000	$0	$0	$130,000	$130,000	-
	Totals	**$1,083,732**	**$1,344,887**	**$1,140,507**	**$1,257,807**	**$1,450,440**	**$309,933**	**23.0%**

Water Treatment
308100

Acct	Description	FY13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Proposed Budget	FY16 vs FY15	Percent Change
0450	Engineering Services	$1,000	$3,250	$5,000	$5,000	$5,000	$0	0.0%
1200	Printing	$1,250	$1,000	$3,400	$3,400	$3,400	$0	0.0%
1310	Electricity	$1,200	$2,000	$2,250	$2,250	$2,250	$0	0.0%
1600	Maint. Equipment	$1,500	$1,500	$2,000	$2,000	$2,000	$0	0.0%
2950	Contribution to Capital Reserve	$5,000	$0	$70,521	$26,221	$0	-$70,521	-100.0%
3200	Office Supplies	$2,500	$2,750	$4,900	$4,900	$4,900	$0	0.0%
3300	Dept Supplies	$2,000	$2,000	$1,500	$1,500	$1,500	$0	0.0%
3310	Small Tools & Equipment	$1,000	$1,000	$1,500	$1,500	$1,500	$0	0.0%
4500	Contracted Services	$32,000	$34,000	$32,000	$32,000	$35,000	$3,000	9.4%
4800	Purchase for Resale	$150,000	$161,000	$158,000	$158,000	$160,000	$2,000	1.3%
5400	Insurance	$1,750	$1,975	$2,000	$2,000	$2,000	$0	0.0%
	Totals	**$199,200**	**$210,475**	**$283,071**	**$238,771**	**$217,550**	**-$65,521**	**-31.1%**

Water Maintenance
308150

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Propsed Budget	FY16 vs FY15	Percent Change
1400	Travel & Training	$1,500	$1,500	$1,500	$1,500	$1,500	$0	0%
1600	Maint. Equipment	$8,000	$241,940	$20,500	$20,500	$25,000	$4,500	22%
3100	Gas, Oil, Grease	$4,000	$4,000	$6,000	$6,000	$6,000	$0	0%
3300	Department Supplies	$18,750	$25,750	$22,500	$22,500	$22,500	$0	0%
3310	Small Tools & Equipment	$2,500	$2,250	$1,500	$46,150	$2,500	$1,000	67%
4500	Contracted Services	$28,500	$36,450	$31,000	$31,000	$31,000	$0	0%
4600	Treatment Services	$0	$0	$21,000	$21,000	$6,500	-$14,500	-69%
7300	Small Capital	$0	$0	$0	$0	$73,000	$73,000	-
7400	Capital Outaly	$16,325	$9,800	$40,500	$40,500	$0	-$40,500	-100%
	Totals	**$79,575**	**$321,690**	**$144,500**	**$189,150**	**$168,000**	**$23,500**	**$0**

Waste Water Treatment
308220

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Proposed Budget	FY16 vs FY15	Percent Change
0450	Engineering Services	$55,000	$85,000	$119,000	$144,500	$119,000	$0	0.0%
0480	Monitoring Fees	$1,000	$1,000	$2,500	$2,500	$2,500	$0	0.0%
0490	NCDENR Fees	$5,000	$5,000	$6,386	$6,386	$6,390	$4	0.1%
1200	Printing	$1,500	$1,000	$3,400	$3,400	$3,500	$100	2.9%
1500	Maint. Buildings	$1,000	$4,000	$5,000	$5,000	$5,000	$0	0.0%
1600	Maint. Equipment	$19,000	$19,000	$20,000	$20,000	$20,000	$0	0.0%
3200	Office Supplies	$2,200	$2,500	$3,400	$3,400	$3,400	$0	0.0%
3300	Department Supplies	$3,500	$3,514	$3,000	$3,000	$3,000	$0	0.0%
3310	Small Tools & Equipment	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
4500	Contracted Services	$400,000	$412,000	$408,400	$408,400	$409,000	$600	0.1%
4600	Treatment Services	$0	$0	$10,500	$10,500	$5,000	-$5,500	-52.4%
5400	Insurance	$3,500	$3,750	$6,000	$6,000	$6,000	$0	0.0%
	Totals	**$492,700**	**$537,764**	**$588,586**	**$614,086**	**$583,790**	**-$4,796**	**-0.8%**

Waste Water Maintenance
308250

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 15 Amended Budget	FY 16 Proposed Budget	FY16 vs. FY15	Percent Change
0470	OSHA Mandates	$1,000	$1,000	$1,000	$1,000	$1,000	$0	0.0%
1400	Travel & Training	$1,500	$1,500	$2,000	$2,000	$2,000	$0	0.0%
1600	Maint. Equipment	$12,500	$15,000	$18,000	$18,000	$18,000	$0	0.0%
3100	Gas, Oil, Grease	$8,500	$8,500	$10,500	$10,500	$10,500	$0	0.0%
3300	Department Supplies	$8,000	$8,000	$8,000	$8,000	$8,000	$0	0.0%
3310	Small Tools & Equipment	$1,200	$1,200	$1,000	$1,000	$1,000	$0	0.0%
4500	Contracted Services	$28,600	$30,600	$30,600	$30,600	$30,600	$0	0.0%
7300	Small Capital	$0	$0	$0	$0	$0	$0	-
7400	Capital Outlay	$88,745	$56,700	$53,250	$143,250	$410,000	$356,750	670.0%
	Totals	**$150,045**	**$122,500**	**$124,350**	**$214,350**	**$481,100**	**$356,750**	**286.9%**

Debt Service
Fund 30

Acct	Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 16 Budget	FY16 vs FY15	Percent Change
8100-8100	Water Bond Principle	$0	$0	$0	$0	$0	0.0%
8100-8200	Water Bond Interest	$0	$0	$0	$0	$0	0.0%
8220-8100-	Mclin Principle	$147,258	$147,258	$0	$0	$0	0.0%
8220-8200	Mclin Interest	$14,954	$5,200	$0	$0	$0	0.0%
	Totals	**$162,212**	**$152,458**	**$0**	**$0**	$0	**0.0%**

Water & Sewer Capital Reserve Fund

Description

The Water & Sewer Capital Reserve Fund was created to help the City save funds for water and sewer capital projects.

Revenue
Water & Sewer Capital Reserve Fund
Fund 71

	Acct	FY 14 Budget	FY 15 Budget	FY 16 Budget	FY16 vs FY15	Percent Change
2990	Transfer from W/S Fund	$0	$70,521	$0	-$70,521	0.0%
3990	Appropriated Fund Balance	$0	$0	$130,000	$130,000	0.0%
	Totals	**$0**	**$70,521**	**$130,000**	**$59,479**	**84.3%**

Water & Sewer Capital Reserve Fund
Fund 71

	Acct	FY 14 Budget	FY 15 Budget	FY 16 Budget	FY16 vs FY15	Percent Change
3990.9200	Transfer to W/S Fund	$0	$0	$130,000	$130,000	0.0%
	Totals	**$0**	**$0**	**$130,000**	**$130,000**	**-**

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 2016 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 16 Proposed	FY 16 vs FY 15	Percent Change
3360.0000	Contributions	$2,565	$2,500	$2,500	$2,500	$0	0.0%
3970.0700	Transfer from G/F	$2,435	$4,200	$6,400	$1,000	-$5,400	-221.8%
	Totals	**$5,000**	**$6,700**	**$8,900**	**$3,500**	**-$5,400**	**-108.0%**

Expenses
PJ Stanley Scholarship Fund
Fund 15

Description	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 16 Proposed	FY16 vs FY15	Percent Change
Scholarships	$2,000	$2,500	$2,500	$2,500	$0	0.0%
Departmental Supplies	$3,000	$4,200	$6,400	$1,000	-$5,400	-180.0%
Totals	**$5,000**	**$6,700**	**$8,900**	**$3,500**	**-$5,400**	**-108.0%**

City of Claremont Schedule of Fees

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
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 Outside City Rental 4-8 hours	$25.00 $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.	
Storage Fees for Impounded Vehicles/Equipment	$5 per day
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
(variance, inspection, special use permit)	
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
Certificate of Occupancy	$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
(each day violation exists)	

Public Works	
Lot Cleaning	
Charge per Working Hour per man	$25.00
Charge per Dump Truck Hour	$50.00
(minimum of 3 hours)	
Charge per backhoe/bobcat hour	$50.00
(minimum of 3 hours)	
Lot Mowing	
Charge for tractor/bushhog per hour	$50.00
(minimum of 3 hours)	
Charge per Employee Hour	$35.00
(minimum of 3 hours)	
Sale of Leaf Bags	10/$ 2.00
The charge of leaf bags is subject to change due to circumstances at the landfill.	
Collection of White goods	$10/each
Collection of Bulky Items	$25-$75
Signs For Insurance Reimbursement/Replacement	
STOP sign	$85.00
(with 2 hours cost for replacement)	
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	$50.00
Reconnect Fee w/ Meter Removed	$125.00
Meter Tampering Fee	$200.00

Water & Sewer	
Deposits	
Water/ Sewer	
Residential	$150.00
Commercial	$175.00
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	$950.00
1" Meter and tap	$1,500.00
1 1/2 " Meter and tap	$3,000.00
2" Meter and tap	$4,000.00
3" Meter and tap	$10,500.00
4" Meter and tap	$12,500.00
6" Meter and tap	$14,500.00
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	

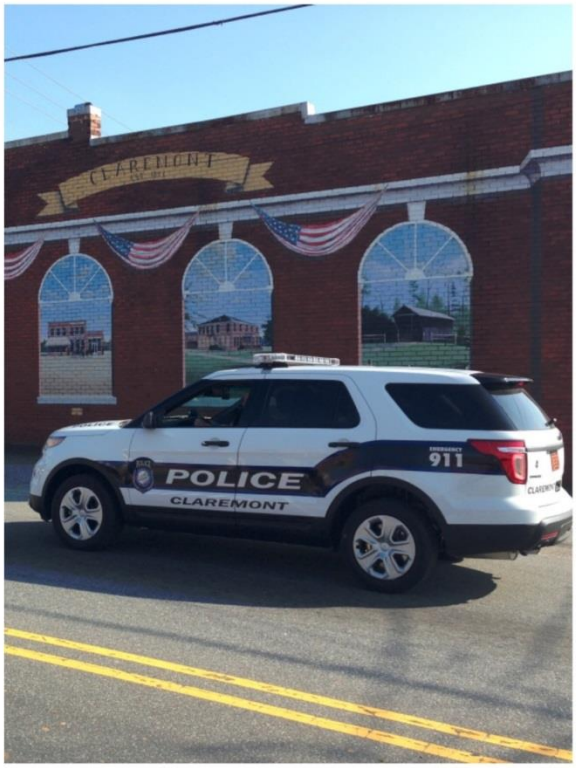
Water Capacity Fees	
3/4" Meter	$250.00
1" Meter	$700.00
1 1/2 " Meter	$1,200.00
2" Meter	$1,700.00
3" Meter	$5,000.00
4" Meter	$8,500.00
6" Meter	$15,000.00
Outside rates will be double the inside rates for all meter sizes	

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
(2 times per year)	
Inspection Monitoring	$250.00
Flow	$0.00
Ammonia Monitoring	$250.00
BOD Excess Surcharge	Cost +25%
TSS Excess Surcharge	Cost +25%
Punch Under Driveways/Mole	
Inside	$30/ft
Outside	$60/ft
Water/Sewer Extension	
Water Pipe below 1 inch pipe	$40/ft
Water Pipe above 1 inch pipe	Cost + 25 %
Hydrants	Cost
Valve and Box	$1,000.00
Water & Sewer Availability Survey	$0.00

City of Claremont Water & Sewer Usage Rates	FY 15 Base	FY15 Per 1000	FY 16 Proposed Base	FY16 Per 1000
Residential Water Rates				
3/4" Meter	$12.18	$2.90	$12.48	$2.97
3/4" Meter Outside	$24.36	$5.80	$24.97	$5.95
Residential Sewer Rates				
3/4" Meter	$18.27	$4.40	$18.73	$4.51
3/4" Meter Outside	$36.54	$8.80	$37.45	$9.02
Inside Commercial & Industrial Water Rates				
3/4 " Meter	$13.20	$3.90	$13.53	$4.00
1" Meter	$19.29	$3.90	$19.77	$4.00
1 1/2" Meter	$38.57	$3.90	$39.53	$4.00
2" Meter	$62.93	$3.90	$64.50	$4.00
3" Meter	$111.65	$3.90	$114.44	$4.00
4" Meter	$209.09	$3.90	$214.32	$4.00
6" Meter	$263.90	$3.90	$270.50	$4.00
Outside Commercial & Industrial Water Rates				
3/4 " Meter	$26.39	$7.80	$27.05	$8.00
1" Meter	$38.57	$7.80	$39.53	$8.00
1 1/2" Meter	$77.14	$7.80	$79.07	$8.00
2" Meter	$125.86	$7.80	$129.01	$8.00
3" Meter	$222.30	$7.80	$227.86	$8.00
4" Meter	$418.18	$7.80	$428.63	$8.00
6" Meter	$527.80	$7.80	$541.00	$8.00
Inside Commercial & Industrial Sewer Rates				
3/4 " Meter	$20.30	$6.34	$20.81	$6.50
1" Meter	$30.45	$6.34	$31.21	$6.50
1 1/2" Meter	$58.87	$6.34	$60.34	$6.50
2" Meter	$79.17	$6.34	$81.15	$6.50
3" Meter	$99.47	$6.34	$101.96	$6.50
4" Meter	$121.80	$6.34	$124.85	$6.50
6" Meter	$527.80	$7.80	$541.00	$8.00
Outside Commercial & Industrial Sewer Rates				
1" Meter	$60.90	$12.68	$62.42	$13.00
2" Meter	$158.34	$12.68	$162.30	$13.00
4" Meter	$243.60	$12.68	$249.69	$13.00

CAPITAL IMPROVEMENT PLANS



General & Utility Funds

2016-2020

City of Claremont
General Fund
2016-2020 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2016	One Time Capital	Fund Balance	Debt	2017	2018	2019	2020	Future	Total
Fire	Turn Out Gear Replacement (small capital)	36,000	36,000			36,000					72,000
Fire	800 MHz Radio Upgrades (small capital)	15,000	15,000			21,000					36,000
Admin	Parking Lot Upgrades	15,000	15,000								15,000
Public Works	Bucket Truck	8,500	8,500								8,500
Parks	City Park Improvements	40,000	40,000			74,500		71,200			185,700
Police	800 MHz Radio Upgrades					14,400	11,200	11,200			36,800
Police	Radar Replacement					10,000					10,000
Police	Vehicle Replacement					45,500	83,000	41,500	83,000		253,000
Police	Ballistic Helmet Replacement					8,500	8,500				17,000
Police	FLIR H- Series Bi-Ocular							6,200			6,200
Police	Riot Helmet and Shield Purpose							6,040			6,040
Pub Works	Vehicle Replacement					25,000		25,000			50,000
Parks & Rec	Tailgate Market Shelter					25,000					25,000
Fire	SCBA Bottle Replacement					150,000					150,000
Pub Works	Mowers					9,800		9,800			19,600
Fire	Upgrade Rescue Equipment								60,000		60,000
Fire	Vehicle Replacement						35,000				35,000
Fire	Fire Station Upgrades							22,900			22,900
Pub Works	New Public Works Facility					800,000	800,000				1,600,000
Pub Works	Limb Truck Replacement						110,500				110,500
Admin	Fleet Vehicle Replacement									20,000	0
Fire	Resurface Bay Floors									42,000	0
Parks	Greenway Trail									87,500	0
Parks	Neighborhood Park									35,000	0
Fire	District Station #2									350,000	0
Parks	Rec Center									450,000	0
		114,500	114,500	0	0	1,219,700	1,048,200	193,840	143,000	984,500	2,719,240

City of Claremont
Water & Sewer Fund
2016-2020 Capital Improvement Plan Summary

= Committed

DEPT	DESCRIPTION	2016	One Time Capital	Capital Reserve Fund	Debt	2017	2018	2019	2020	Future	Total
Water/Sewer	Catawba Pump Station Impellers	25,000	25,000								25,000
Water/Sewer	Commercial AMR Meters	33,000	33,000			33,000					66,000
Water/Sewer	North WWTP Transfer to Pump Station	300,000	170,000	130,000		900,000					1,200,000
Water/Sewer	South WWTP Removal	75,000	75,000								75,000
Water/Sewer	McLin Bar screen Replacement	10,000	10,000								10,000
Water/Sewer	Decommissioning of North WWTP					30,000					30,000
Water/Sewer	Dump Truck Replacement					122,500					122,500
Water/Sewer	Catawba Pump Station Upgrades					50,000					50,000
Water/Sewer	Vehicle Replacement						25,000				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	McLin Upgrades						6,011,772				6,011,772
Water/Sewer	Sewer Expansion- Dogwood Area									312,829	0
Water/Sewer	Sewer Expansion- Old Catawba Area									524,243	0
Water/Sewer	Sewer Expansion- Rock Barn Area									825,456	0
Water/Sewer	Backup Water Vault & Water Supply									1,250,000	0
		443,000	313,000	130,000	0	1,135,500	6,111,272	300,000	18,500	2,912,528	8,008,272