



City of Clinton

North Carolina



About the Cover

The cover photos include Clinton firefighters during a training exercise, an aerial view of Downtown Clinton, an aerial view of city's Public Works & Utilities Facility, and segments of "Milling Around," the city's first public art piece. Collectively, the photos represent the City's commitment to its citizens to provide strong public safety for safe neighborhoods, promote economic development with a vibrant downtown core, provide sound and sustainable infrastructure, and "create a quality of life unsurpassed in the region."

"Milling Around" was created by artist Heidi Lippman and dedicated on May 17, 2012. The City commissioned the project in partnership with the Sampson Arts Council as part of the city's downtown revitalization efforts. The North Carolina Arts Council, the National Endowment for the Arts, and private donations provided funding for the project. Ms. Lippman chose the millstone as a representation of hard work, community, cooperation, and innovation - all qualities exemplified by the people of Clinton and Sampson County.



Photo courtesy of Brownie Harris Productions

Cover photos and design courtesy of Alison G. Bradshaw



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Clinton
North Carolina**

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Movell

President

Jeffrey R. Snow

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Clinton, North Carolina for the Annual Budget beginning July 1, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



FY2013-2014 Adopted Budget

Budget Guide

Budget Guide	1
Budget Message	6
Budget Ordinance	22
Fee Schedule	29

Community & Organizational Profile

History	40
Geography	40
Demographics	41
Local Economy	41
Government	43
Council Priorities	44
Financial Policies	51
Financial Management System	54
Budget Process	59

Financial Summaries

Revenues & Expenditures	61
Revenue Assumptions	70
Financial Condition	73
Fund Balance	80
Debt Obligation.....	82

General Fund

Revenues	85
Expenditures	92

General Government Expenditures

Mayor & Council	98
Administration	104
Finance-HR	111
Planning	118
Recreation & Parks	125

Public Safety Expenditures

Fire	131
Police	138

Public Works Expenditures

City Garage	146
Grounds & Cemetery Maintenance	151
Sanitation	156
Streets	161

Non-Departmental Expenditures

Non-Departmental	166
------------------------	-----



Water & Sewer Fund

Revenues 168
Expenditures 173

Public Utilities Expenditures

Utility Line Maintenance 179
Wastewater Treatment 184
Water Production 189

Non-Departmental Expenditures

Non-Departmental 194

Other Funds

Cemetery Fund 196
Community Development Fund 197
Downtown Special Tax District Fund 198
Fire Department Special Fund 200

Capital Improvement Plan

CIP Message 201
Introduction 205
Policies & Finance Strategies 205
Planning Process & Calendar 207
CIP Description 209
CIP Summary 210
Capital Projects List 212
Capital Project Descriptions 213
Financial Impact Analysis 249
Unfunded Capital Projects 256

Supplemental Information

Personnel Summary 257
Glossary 262



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The purpose of the *Budget Guide* is to introduce readers to the budget process and assist readers in understanding the information in the budget document. The budget serves as an operations guide, financial plan, communications device, policy document, and a resource for information about the City of Clinton. The *Budget Guide* will briefly describe the sections contained within the budget document while explaining how to read charts and graphs and interpret numbers.

The Budget Document

The City of Clinton's FY13-14 Budget consists of eight major sections: Budget Message and Ordinance, Community and Organizational Profile, Financial Summaries, General Fund, Water and Sewer Fund, Other Funds, Capital Improvement Plan, and Supplemental Information.

Budget Message & Ordinance

The Budget Message is a letter from the City Manager to City Council that provides an overview of the upcoming fiscal year budget and how it fits with City Council's priorities. The message includes issues facing the development of the budget, significant budgetary items and trends, and the budgetary effect on short and long-term plans. This section also contains the FY13-14 Budget Ordinance, which is the statute legally adopted by the Council to set the spending limits for the FY13-14 budget period (July 1, 2013 to June 30, 2014), and the approved Fee Schedule for FY13-14.

Community & Organizational Profile

This section of the document highlights general information about the Clinton community including historical, geographical, demographic, and economic features. Within the organizational profile, the reader will find information about the city's governmental structure and the financial policies and management systems that guide the budget process.

Financial Summaries

The Financial Summaries provide a summary of revenues, expenditures, fund balance, and debt obligation for the City's funds. Information provided in both numerical and narrative format easily helps the reader determine how much money each fund is spending and generating.

Funds & Line Items

The fund is an independent fiscal and accounting entity. Funds make it easier to keep track of accounts that operate similar types of activity and share the same set of accounting records. The City of Clinton operates two major funds, the General Fund and the Water and Sewer Fund and several non-major governmental funds.

General Fund. The General Fund accounts for most city operations such as general government and public safety. The reader will find information on each department including a description of the department's purpose, prior year accomplishments, coming year initiatives and projects, budget highlights, budget trends, personnel counts, and performance measures.



Water & Sewer Fund. The Water and Sewer Fund is an enterprise fund, which means it operates like a business. Customers pay fees for water consumption and sewer usage to cover the cost of water distribution and wastewater treatment. This fund includes four divisions containing information similar to the department sections in the General Fund.

Other Funds. The City's other funds include a Community Development Fund, a Downtown Tax District Fund, a Cemetery Fund, and a Fire Department Special Fund. Each fund accounts for revenues and expenditures associated with a special function or area.

The budget for each fund consists of individual line items that represent specific expenditures and revenues. Examples of line item expenditures include salaries, insurance, maintenance and repair, supplies, and capital outlay. Examples of line item revenues include property tax revenues, sales tax revenues, grants, and fees. Line items are the most detailed way to list budgeted expenditure and revenue information.

Capital Improvement Plan

The Clinton Capital Improvement Plan (CIP) represents a multiyear forecast of the city's capital needs. The CIP not only identifies capital projects but also the financing required for the projects and their impact on the operating budget. The CIP includes project impact analysis and a description of each project.

Supplemental Information

This section contains other financial information about the City of Clinton, the Pay and Classification Schedule and Personnel Listing, and a glossary of terms used throughout the document.

How to Read the Budget Document

The budget document contains an abundance of diverse and valuable information. With all the information and numbers, wading through the document and deciphering what everything means can be difficult for any reader. This section is meant to assist the reader's understanding of presented data and show how the reader can connect the data with other supporting information.

Sections of the budget are identified in the top right corner of each page. These headings identify the subject, fund, department, or division being discussed and assist the reader in locating the information for which they are looking. Within each section, bold and underlined headings identify major topics related to that section. Under these headings, the reader may find written information as well as information presented in table or chart form. The document highlights other important terms and categories by identifying them in bold or italic.

Under the General Fund and Water and Sewer Fund, the reader will find the individual departments and divisions sections. This document places an emphasis on the City's departments



and divisions because these sections represent the operational plans for those responsible for directly providing services to citizens.

Interpreting Tables & Charts

The budget document uses tables and charts to summarize information through numbers. The tables and charts allow readers to easily compare funds and departments as well as identify trends. Most sections contain tables and charts like the ones below. The diagrams identify the major characteristics of each table and chart and explain what information the reader can find.

Department Revenue & Expenditure Summary Tables

Prior year actual budget data from audit

Current year budget with amendments

This is what the City expects it will actually spend

Proposed budget for the upcoming year

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$607,689	\$699,200	\$695,419	\$757,800	8.38%
Benefits	\$85,270	\$94,700	\$95,191	\$106,700	12.67%
Operating	\$217,822	\$298,150	\$301,453	\$344,200	15.45%
Capital	\$72,286	\$72,300	\$72,286	\$40,000	-44.67%
Debt Service	\$0	\$0	\$0	\$73,300	0.00%
Total	\$983,067	\$1,164,350	\$1,164,349	\$1,322,000	13.54%

Includes salaries & FICA costs

Includes employee insurance, 401k, & retirement costs

Includes all items not associated with personnel, benefits, or capital such as utilities, dues, phone, supplies, etc.

Change between current year & proposed budgets

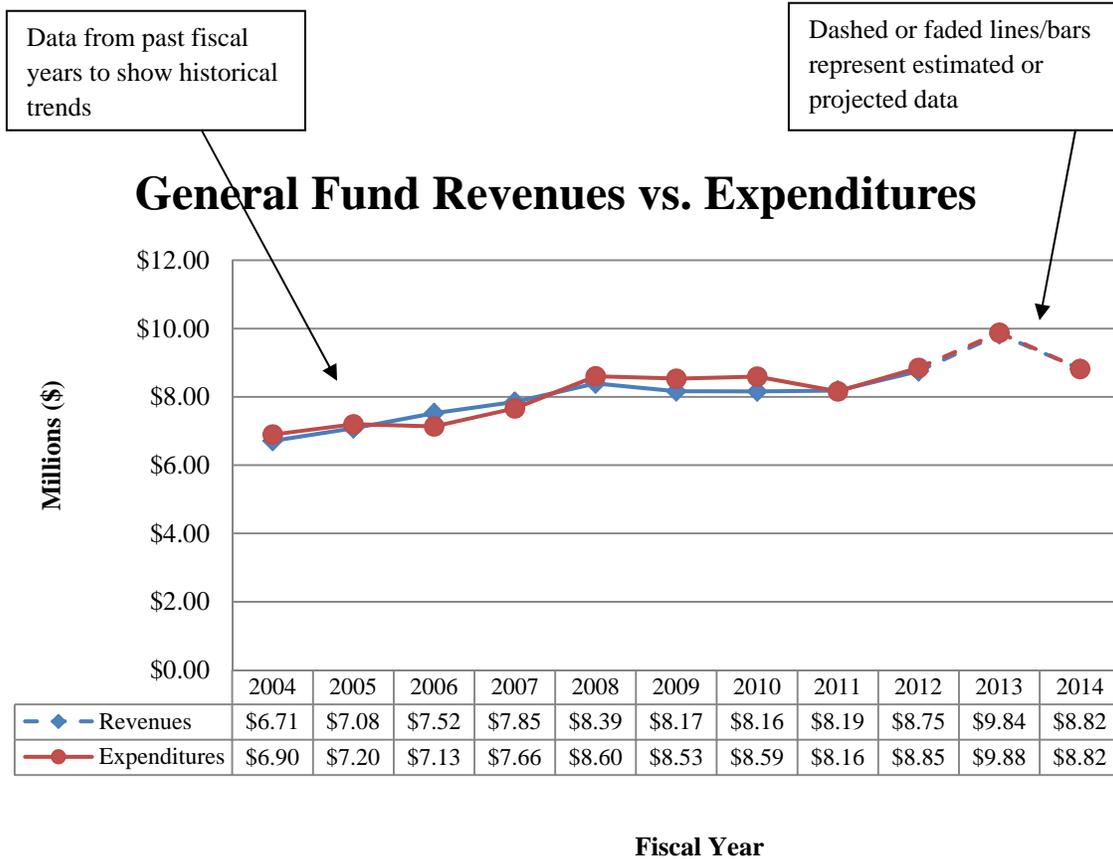
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Debt Service	\$0	\$0	\$0	\$73,300	0.00%
Total	\$983,067	\$1,164,350	\$1,164,349	\$1,322,000	13.54%

Includes capital items such as land, vehicles, equipment, etc.

Includes annual debt service payments of capital items



Fund Revenue & Expenditure Trend Charts



Performance Measures

During FY11-12, Clinton City Council reevaluated its focus areas and goals. While Council remained committed to and expanded several focus areas and goals, they chose to shift some focus to new areas of opportunity within the community. As a result, each department reevaluated its mission, goals, and objectives to ensure alignment with Council’s goals. Linking goals and objectives from top to bottom in the organization will help city staff at all levels maintain proper focus on what citizens deem important. Specific objectives for each goal represent performance measures that will hold departments accountable for efficient and effective use of public funds.

New measures mean some historical data may not be available and a trend will not be identifiable until three to five years of data collection. A table of performance measures is included for each department and division to show progress toward the stated goals and objectives. If performance measure data was not available for previous years, it is marked “n/a” in the performance measures table. The City hopes the performance measure tables will assist the reader in identifying performance trends related to specific goals and objectives. The following illustration is an example of the performance measure table found in the department and division sections.



Department Performance Measure Tables

Objective	FY10-11	FY11-12	FY12-13	FY13-14	
	Actual	Actual	Estimate	Goal	Target
# of accidents per 1,000 population	n/a	80	78	75	<75
% reduction in reportable traffic crashes	n/a	n/a	15%	20%	20%
% accidents involving DWI	n/a	n/a	12%	10%	<10%
% accidents involving pedestrians	n/a	1%	5%	10%	<10%

Specific performance measure related to goal (points to Objective column)
 Historical data (points to FY10-11 and FY11-12 Actual columns)
 The department's expected level of performance for current year (points to FY12-13 Estimate column)
 Department's goal for the upcoming fiscal year (points to FY13-14 Goal column)
 Ultimate result the department is seeking to achieve (points to FY13-14 Target column)



May 23, 2013

The Honorable Luther D. Starling, Jr., Mayor
Members of City Council
Clinton, North Carolina

Dear Mayor Starling and Clinton City Council:

Pursuant to Section 159-11 of the North Carolina General Statutes, I am pleased to present the recommended budget for Fiscal Year (FY) 2013-2014 for your review and consideration.

The FY2013-2014 Budget is based upon information presented and discussed during six City Council planning sessions. During these sessions, the City Council and staff discussed the need to focus on financial sustainability, establish organizational core values, address long-range facility and equipment needs, identify how we should market the City through development of our brand, and undertake a comprehensive review of the future of our community. These items are reflected in the major initiatives of the 2013-2014 Budget.

At the completion of the aforementioned planning sessions, the City Council directed staff to develop a proactive budget that will allow the City of Clinton to develop and maintain programs and services that are sustainable for future generations. These programs and services should address the six critical focus areas identified by the City Council during annual planning meetings. These focus areas are listed below and departmental goals and objectives are described in the departmental sections later in the budget document.

Focus Areas

Quality Job Growth:

Maintain business-friendly processes and policies to support existing businesses and attract a variety of new businesses.

Welcoming Neighborhoods & Public Spaces:

Ensure public safety and city cleanliness through community-focused public safety, code enforcement, planning policies, and quality maintenance of public spaces and facilities.



Affordable & Varied Housing Opportunities:

Encourage housing of different types, densities, sizes, costs, and locations that meet the needs and preferences of an economically and socially diverse community.

Preserve existing housing supply and assure its continued quality and safety.

Sound & Sustainable Infrastructure:

Construct and maintain efficient and accessible roadway, sidewalk, and greenway systems to extend internal and regional connectivity.

Provide high quality water and wastewater services while protecting natural resources and ensuring capacity for sustainable growth.

Enhanced Quality of Life:

Advance the beauty, diversity, and well-being of Clinton by supporting the community's ability to provide an array of educational, recreational, and cultural activities, events, and programs for residents and visitors of all ages, abilities, and interests.

Financial Sustainability:

Support fiscal policies and controls that ensure the long-term financial health of the City and enable it to respond to unforeseen challenges and opportunities.

Promote responsible management and use of public resources to ensure efficient and effective delivery of quality services.

Core Values

The following core values are new to the City of Clinton. On November 15, 2012, the Mayor, City Council, and Management Team participated in an exercise to identify the top eight (8) core values for the organization. Once the eight values were identified, the City Manager and Assistant City Manager provided the opportunity for all City employees to define these values through facilitated department meetings. The following is the culmination of this work:

Honesty/Integrity

We understand that in order to maintain the public's trust we must hold ourselves accountable to the highest standards of ethical conduct, honesty, and fairness.

Respect

We value all citizens and team members, treating everyone with dignity, courtesy, and professionalism.



Equality

We have a responsibility to treat all citizens and team members fairly and with respect.

Diversity

We strive to be representative, open-minded, and flexible as we recognize and respect the diverse ideas, expressions, traditions, and experiences of our community and team members.

Balance

We recognize the various interests in our community and organization and believe we can achieve stability with realistic expectations regarding service levels, resources, costs, and benefits.

Competency

Our commitment to high-level service begins with a knowledgeable, skilled, and dependable team capable of meeting the community's needs.

Teamwork

We are committed to working with our citizens and team members in an environment where we are supportive of each other's efforts, loyal to one another, and communicate openly.

Service Excellence

We take pride in our community and the services we provide, always doing our best to meet the needs of our residents, businesses, and visitors with care and professionalism.

This recommended budget provides a financial plan for the ensuing fiscal year and has been developed in accordance with the City Council's focus areas. The City Council focus areas serve as the foundation for all governmental activities for the upcoming fiscal year.

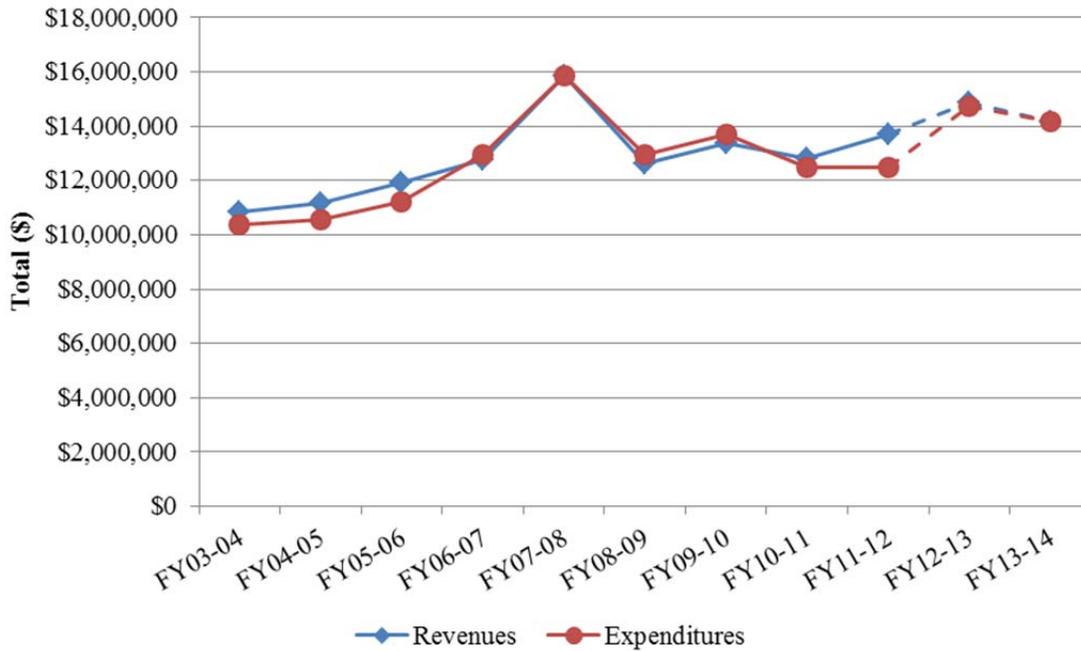
Prior to presenting the 2013-2014 Budget, I would like to take this time to review some of our accomplishments for the 2012-2013 Fiscal Year. We undertook several significant capital projects during the past twelve months. These projects include the Wall Street Alley project, realignment of two baseball fields at Royal Lane Park, purchase of the Fire Department's first aerial apparatus, and reconstruction of the wastewater treatment plant's trickle filter. In addition, we resurfaced seven miles of city streets and the Vance Street parking lot, reinitiated curbside recycling, and began construction on the Eliza Lane CDBG project. We continued to work on two long-standing goals with the design for a new police headquarters and expanded water treatment plant. This list is not inclusive of all of our accomplishments this year, but it is a good sample of the types of projects and activities the city has undertaken in the past twelve months.



EXPENDITURES

The FY2013-2014 Recommended Budget totals \$14,151,900 for all City operations, capital improvements, and debt service requirements. This is \$1,071,585 or 7.04% less than the 2012-2013 Amended Budget.

City Revenue & Expenditure Trends



FUNDS OF THE RECOMMENDED BUDGET

General Fund

The General Fund is used to account for resources that are not required legally or by sound financial management to be accounted for in another fund. Typically, the General Fund includes services that cannot be operated as a business enterprise and rely on tax dollars as their primary source of revenue. The 2013-2014 Recommended Budget for the General Fund totals \$8,818,300 or 12.64% less than the amended 2012-2013 Fiscal Year Budget of \$10,094,050 as of May 23, 2013.

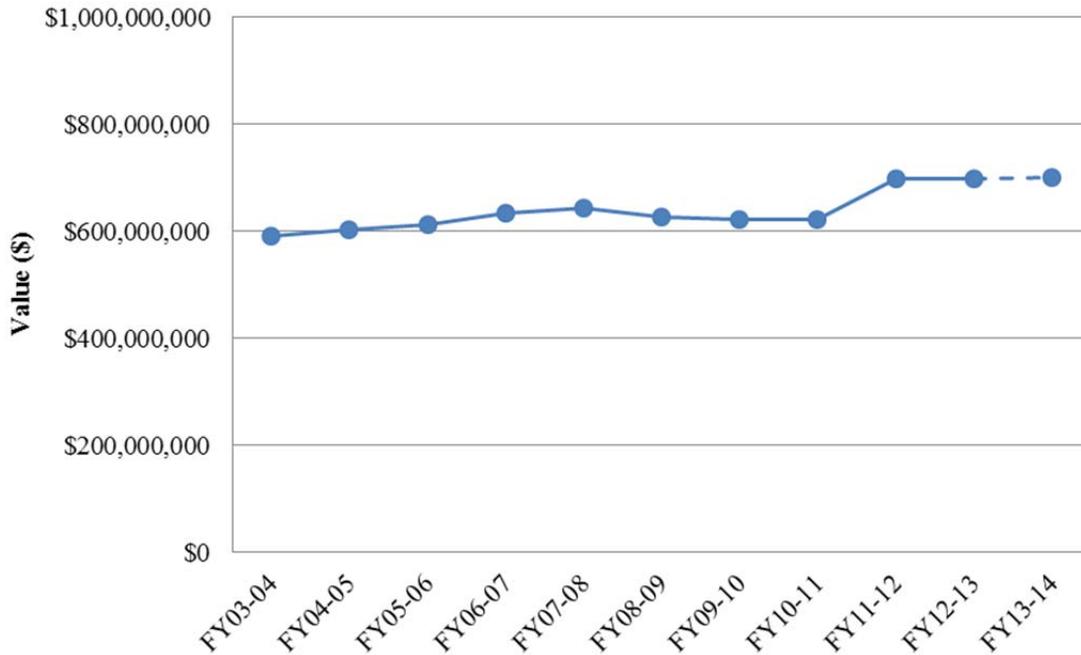
General Fund Revenues

Ad Valorem Tax: The General Fund budget is balanced with a property tax rate of \$0.40 per \$100 valuation, which is the same rate as the current fiscal year. This rate will provide approximately \$2,743,400 in property tax revenues based on an expected collection rate of 97.3%. The ad valorem tax base is estimated to be \$700,500,000. The ad valorem tax revenues as well as other governmental revenues fund the general government operations for the City of Clinton. The ad valorem tax is the tax



paid on real property and personal property, including property of public service companies allocated by the Ad Valorem Tax Division of the State Department of Revenue.

Assessed Value by Year



Sales Taxes: Two and half percent of sales tax paid on retail sales in North Carolina represents the local sales tax portion levied by the City and County. These taxes consist of a one percent tax that was first levied in 1971, a one-half cent levied in 1983, a one-half cent levied in 1986, and a one-half cent levied in 2003. Effective October 1, 2008, the state repealed one quarter of the Article 44 local option sales tax authorized in 2003 and effective October 1, 2009, the state repealed the remaining one-quarter cent of that local tax. The first one-quarter cent will be replaced by a payment equal to 50% of the amount each municipality receives from the Article 40 (1983) local sales tax, and the second one-quarter cent will be replaced by a payment equal to 25% of the amount each municipality receives for the Article 39 (1971) local sales tax. The legislation provides for municipalities to be completely reimbursed for the loss of their share of these tax revenues, including growth. The State of North Carolina collects the sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional population basis in Sampson County. The City of Clinton is the largest municipality in Sampson County and receives the second largest proportional share of sales tax revenues behind Sampson County. Sales tax revenues are estimated to be \$1,617,000 in FY2013-2014.

Utility Franchise Tax: All electric, local telephone, including cellular phones, and natural gas providers pay franchise taxes. These funds are collected by the State and are distributed to the city based on the actual receipts from the providers for services provided within the city limits. This revenue source is expected to be \$860,000 for FY2013-2014.



Powell Bill Street Allocation: These funds represent redistribution by the State of a portion of the motor fuels tax. The use of these funds is restricted to maintaining, repairing, constructing, reconstructing, or widening any public street or thoroughfare within the city limits. Bridges, drainage improvements, curb and gutter and other necessary appurtenances are approved uses of these funds. One quarter of the distribution is based on the number of miles of local streets in the city and the remainder is distributed on a population basis. These funds are expected to be \$253,000 in FY2013-2014.

Privilege License Taxes: Each business that conducts activity within the city limits is required to purchase a privilege license to conduct such business. These taxes are a revenue measure provided to cities by the North Carolina General Statutes. **This revenue source was reduced by \$70,000 due to the closing of the video sweepstakes establishments.** These funds are expected to be \$55,000 in FY2013-2014.

Solid Waste Fee: The solid waste fee was established in 1995 to offset the increasing cost of providing garbage, trash, and recycling collection to the citizens of Clinton. Due to the rising cost of disposal of these items and implementation of the new curbside recycling program, we are proposing to increase the fees from **\$ 14.50 to \$15.00 per month.** These fees are expected to generate \$573,000 in FY2013-2014.

Commercial Solid Waste Collection: These revenues include fees for the collection of solid waste and rental of cardboard recycling containers from commercial businesses and industries. The commercial collection rates will remain at \$4.75 per cubic yard and \$30.00 per cardboard container. All commercial solid waste fees are expected to generate \$688,000 in FY2013-2014.

Fire Tax Collections: The Clinton Fire Department provides fire protection services in the Clinton Rural Fire District. The residents in this district pay a fire tax, which is collected by Sampson County. The Sampson County Board of Commissioners establishes the fire district tax rate. The current fire district tax rate is \$0.095 per \$100.00 of property valuation. We expect to receive \$430,000 from Sampson County for FY2013-2014.

Fire Department Recovery Fees: The Fire Department Recovery Fee is being established to cover the Fire Departments costs for responding to motor vehicle accidents, vehicle fires, and hazmat situations. The fees range from \$475.00 per incident to \$1800.00 per incident and will be on a sliding scale based on the level of response needed by the department. These fees will not be assessed for any structure fire response. This fee is expected to generate \$12,000 in FY2013-2014.

Hold Harmless Funds: In exchange for the repeal of the local government reimbursements, the local governments in North Carolina supported the establishment of an additional one-half cent sales tax. However, for many local governments the sales tax would not generate enough revenue to offset the loss of the reimbursements. The General Assembly agreed to establish hold harmless funding to make up the difference between the sales tax and reimbursements for a ten-year period. **These funds expired in FY2012-2013 and the \$70,000 in Hold Harmless Funds are no longer available to the City of Clinton.**

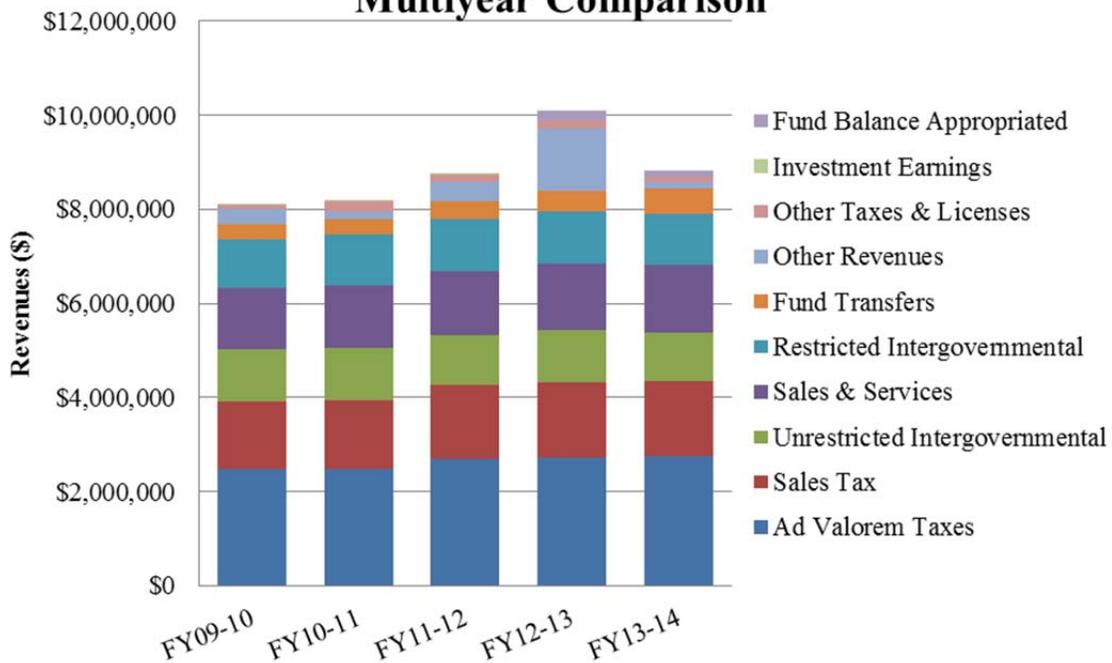


County Planning Contribution: We currently operate a joint City/County Planning Department. The Department is managed under the umbrella of the City of Clinton with Sampson County covering 50% of the costs. Sampson County is expected to contribute \$156,800 in FY2013-2014.

Cemetery Lot Fees: We currently are charging \$300 per grave plot for city residents and \$600 per grave plot for non-city residents at both city cemeteries. During the FY2012-2013 Budget discussions the City Council agreed to raise the per grave plot costs to \$450 over a two year period. We are proposing to implement the year two increase and to bring the per grave plot cost to **\$450** for residents and **\$900** for non-residents at both city cemeteries. These fees are expected to generate \$50,000 in FY2013-2014.

Youth Sports Registration Fee: We currently charge city and non-city residents to participate in our youth sports programs. The city resident fee is \$15.00 per child and county resident fee is \$35.00 per child. All sports, with the exception of football, have discounts for families with multiple children. Fee waivers are available for children who cannot afford to pay the registration fee. These fees are expected to generate \$39,000.

General Fund Revenues by Source: Multiyear Comparison



Water and Sewer Enterprise Fund

The Water and Sewer Fund accounts for all revenues generated and expenditures incurred as a result of the activity of the City’s water and sewer utility. This fund is financed through user charges paid by customers of the water and sewer utility. Because it is an enterprise fund, it must generate revenues



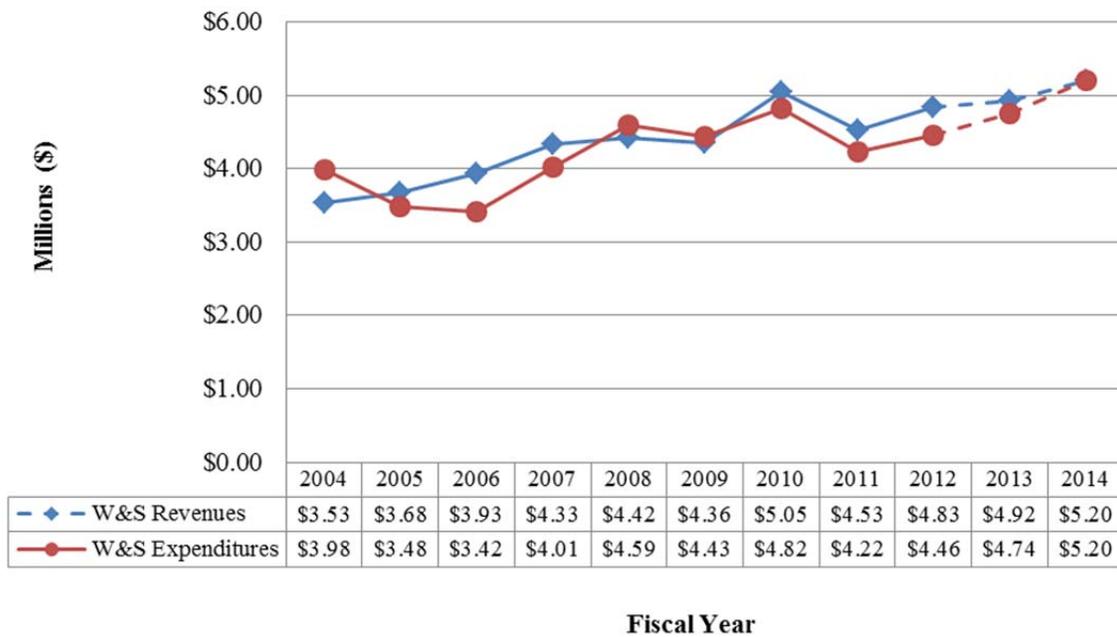
through its sales and services to support its operations. The Water and Sewer Fund’s rates are set at a level that supports the operation of the utility.

The 2013-2014 Recommended Budget for the Water and Sewer Fund totals \$5,203,600 or 4.01% more than the amended 2012-2013 Fiscal Year Budget of \$5,002,935 as of May 23, 2013.

Water and Sewer Fund Revenues

Water and sewer charges are expected to provide \$4,056,300 in revenues for the FY2013-2014. These revenues along with revenues from tap fees, fire line fees, and the sale of water to Sampson County will fund all expenditures for the Water and Sewer Fund. We are proposing to increase water and sewer rates by **1.6%** to keep up with inflation and ensure there is adequate funding for future capital improvement projects. This would increase our water base rates from **\$12.00 to \$12.19** and sewer base rates from **\$12.50 to \$12.70**. The water consumption rates would increase from **\$1.60 to \$1.63** per 100 cubic feet and sewer consumption rate would increase from **\$1.75 to \$1.78** per 100 cubic feet for the FY2013-2014.

Water & Sewer Fund Revenues vs. Expenditures



Community Development Fund

The Community Development Fund accounts for payments received under the former Community Development Revolving Loan Programs. The loan programs have been closed, and upon final repayment of all loans, this fund will cease to exist.

The 2013-2014 Recommended Budget for the Community Development Fund totals \$6,500 or 7.14% less than the amended 2012-2013 Fiscal Year Budget of \$7,000 as of May 23, 2013.



Cemetery Fund

The Cemetery Fund accounts for payments received for the purchase of cemetery plots in the Sandhill and Springvale Cemeteries. These funds are used to purchase land for and maintain the City's two public cemeteries.

The 2013-2014 Recommended Budget for the Cemetery Fund totals \$50,000, which is \$10,000 or 25% more than the amended 2012-2013 Fiscal Year Budget of \$40,000 as of May 23, 2013.

Downtown Special Tax District Fund

The Downtown Special Tax District Fund accounts for funds received from the Downtown Special Tax District. This District was established in 1978 to fund special projects in the downtown area. The current special tax rate is \$0.18 per \$100 valuation.

The 2013-2014 Recommended Budget for the Downtown Special Tax District Fund totals \$71,000 or 7.19% less than the amended 2012-2013 Fiscal Year Budget of \$76,500 as of May 23, 2013.

Fire Department Special Fund

The Fire Department Special Fund accounts for funds received by the Clinton Fire Department through donations. These funds are utilized to fund the local Firemen's Relief Fund and to assist in the purchase of equipment and supplies not funded in the General Fund Budget.

The 2013-2014 Recommended Budget for the Fire Department Special Fund totals \$2,500 or 16.67% less than the amended 2012-2013 Fiscal Year Budget of \$3,000 as of May 23, 2013.

DEPARTMENTAL EXPENDITURES

For specific departmental expenditure information, please see the Departmental Information section or Line Item Budget sections of the budget document.

MAJOR INITIATIVES

The following major initiatives are included in the FY2013-2014 Budget. These initiatives are consistent with the goals and the strategic focus areas discussed earlier in the Budget Message.

Comprehensive Plan Development – The City of Clinton has never undertaken a comprehensive planning process to review our strengths, weaknesses, opportunities, and threats. We believe this process is critical as the community rebounds from the Great Recession and prepares for the NC 24 widening project. The planning process will take approximately eighteen months, and city staff is proposing to begin this process in FY2013-2014. This project will be funded utilizing money that was made available with the refinancing of Phase I and II of the Downtown Revitalization projects.



Branding Initiative – In conjunction with the comprehensive planning effort, City staff is proposing to invite the Mayor, City Council and our citizens to participate in a branding exercise. The purpose of the exercise is to evaluate how the City is perceived internally and externally. Following the exercise, a new City brand will be developed and a marketing plan will be prepared to guide the City staff on how to use the new logo to promote the community. The 2013-2014 Budget allocates \$18,000 (\$4,000 – GF, \$4,000 – W&S Fund, and \$10,000 – Downtown Fund) for this project.

Water System Expansion – Over the last two years the Public Works and Utilities Department has spent a great deal of time planning the expansion of the Parsons-Anders Water Treatment Facility. This project is ready to go to bid, and we anticipate beginning construction in FY2013-2014. The project will double the capacity of the water plant and allow us to provide a reliable alternative water source to Smithfield Packing. This project is estimated to cost \$4,836,000 and to be constructed over an eighteen (18) month period. The project will be funded through a forty-year USDA loan. However, the City will obtain interim financing to construct the project during the next two fiscal years.

Eliza Lane CDBG Project – The City of Clinton received a \$572,000 CDBG grant for the installation of water, sewer, and street infrastructure in the Eliza Lane area. Once the project is complete, fire protection and emergency vehicle access will be dramatically improved in this area. The new sewer pump station has been sized to serve this area, plus the undeveloped property to the North. The FY2013-2014 Budget does not allocate any funds for this project. The City's contribution was allocated in the previous two fiscal years.

Public Safety Facility Planning – The current Police and Fire Headquarter facilities were originally designed as a bank and electric utility payment office, respectively. The City has modified these two facilities to service as the headquarters for our public safety departments. However, the facilities do have limitations, and there are concerns regarding citizen and employee safety. In addition, the facilities restrict our ability to operate efficiently and within acceptable local government practice. Although we have not allocated any funding in the 2013-2014 Budget for this initiative, we believe that planning for these facilities should be a major focus during the next twelve months.

Royal Lane Master Plan Implementation – During FY2012-2013, the City of Clinton completed a long-range master plan for Royal Lane Park. While we have not allocated implementation funds for this master plan, we do intend to apply for a Parks and Recreation Trust Fund (PARTF) grant. These grants funds along with future matching funds from the City will be used to begin the implementation of the master plan.

Public Works Facility Expansion and Renovation – The current Public Works facility was constructed in the early 1970's. There is not adequate space for the gathering of all employees for training or meals. Our employees have to use their restroom sink for food preparation and hand washing, and additional storage space is needed to ensure a safe and clean environment for our employees. In addition, we will provide a more customer friendly reception area for our citizens. The 2013-2014 Budget allocates \$500,000 for this project.

Financial Software – The City's current financial software is very limited and quickly becoming obsolete. The Finance Department staff has received quotes from several software vendors and is recommending that the City upgrade their current financial software programs. Staff feels this will



improve our ability to keep adequate financial records and meet current financial reporting standards. The 2013-2014 Budget allocates \$142,000 for this project.

SERVICE REDUCTION/CONSOLIDATIONS/EFFICIENCIES

Position(s) Elimination – We are proposing to eliminate the following full-time position within the organization: one recreation program assistant. This position is being eliminated as the result of one resignation. The duties of this individual will be assumed within the organization by a part-time recreation assistant.

PERSONNEL HIGHLIGHTS

Employer Retirement Contribution – The North Carolina Local Government Retirement System has notified local governments that the Annual Contribution Rate (ACR) will increase by 0.33% to ensure the long-term sustainability of the system. This employer contribution will be increased to 7.07% for regular employees and 7.17% for law enforcement officers. Local government employees currently contribute 6.00% of their salary to the system. This increase is included in the FY2013-2014 Budget, providing a need for additional funds of \$15,000 (\$12,000 GF and \$3,000 WS).

Compression Adjustment for Employees in the Maintenance and Trades Classification – As part of the FY2009-2010 Budget, the City of Clinton implemented the first year of a three-year pay and classification increase for all City employees. Due to the cost of implementation in the first year, the employees in the Maintenance and Trades classifications did not receive the compression adjustment that was received by employees in the other categories in subsequent years. We continue to have a compression problem in this classification and are proposing to implement an adjustment in the FY2013-2014 Budget. FY2013-2014 includes \$14,851 to fund this adjustment.

New Performance Appraisal System – In the 2012-2013 Fiscal Year Budget, we began implementation of a new Performance Appraisal System. The new system shifts our performance appraisal system from an evaluation system driven by the appraisal document to a supervisor/employee driven system. The new system requires that the supervisor maintain adequate performance records, establish clear performance goals and objectives for each employee, and conduct thorough performance meetings several times a year. The new system includes a shift from a percentage based longevity system to a flat rate longevity system. We believe that this philosophical shift will create a performance appraisal system that rewards employees for meeting their goals and performing at a high level. The new system will be fully implemented on January 1, 2014, and will allow high performing employees to receive up to a 2.5% performance increase. The total cost of implementing this program is \$30,000 in the General Fund and \$7,000 in the Water and Sewer Fund.

Performance Pay System – Each year the City Manager is required to publish a performance pay schedule by July 15 for the coming fiscal year. Otherwise, the schedule published in the City of Clinton Compensation Program will be used to award performance pay. The following performance pay schedule will be used for FY2013-2014.



	Below Midpoint	Above Midpoint
Fails to Achieve Expectations	No Increase	No Increase
Needs Improvement	No Increase	No Increase
Achieves Expectations	Market Adjustment plus 1.0%	Market Adjustment plus 0.5%
Exceeds Expectations	Market Adjustment plus 2.0%	Market Adjustment plus 1.0%
Outstanding	Market Adjustment plus 2.5%	Market Adjustment plus 1.5%

401(k) Contribution Suspension – The City’s 401(k) contribution was suspended in 2010 to fund the retirement system ACR increases. We are not proposing to reinstate the City’s 401(k) contribution for general employees in the 2013-2014 Fiscal Year. However, sworn law enforcement 401(k) contributions will be maintained at its current 5% rate as required by the North Carolina General Statutes.

Hiring Freeze – We will continue our two-month hiring freeze on any fulltime position that is vacated during the 2013-2014 Fiscal Year. This two-month freeze will allow us to evaluate the need for the position and determine if it should be filled or eliminated.

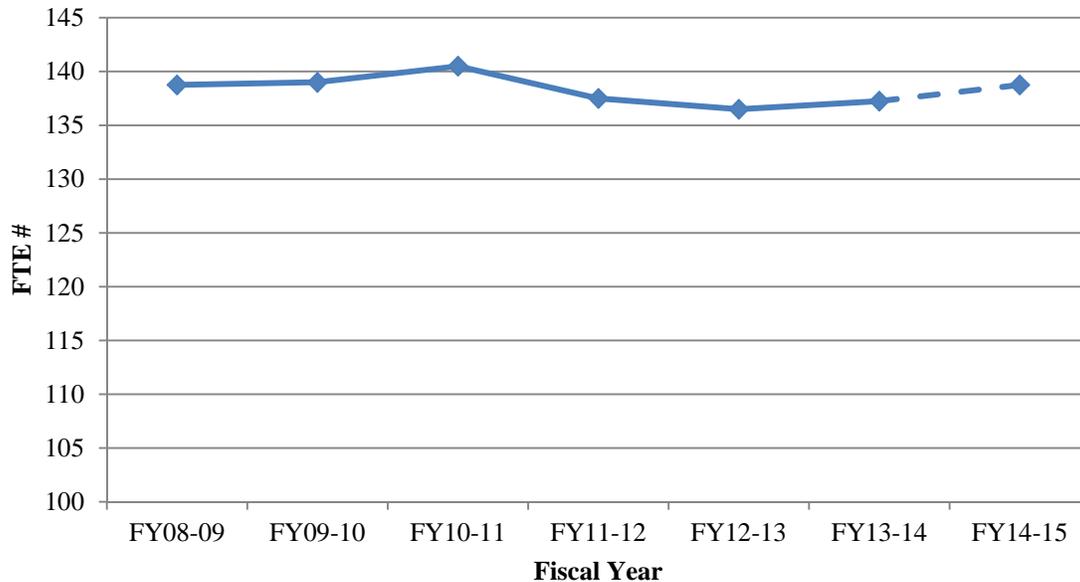
Retiree Medical Insurance – Retiree medical insurance benefits were eliminated for any employee who has been hired after July 1, 2010. Any employee hired prior to this date and has twenty years of service upon retirement will be eligible for the employee medical insurance benefit until they qualify for the Federal Medicare Insurance Program. The elimination of this benefit will gradually reduce the City of Clinton’s unfunded retiree medical insurance liability as specified in GASB Statements 43 and 45. FY2013-2014 includes \$71,000 to cover the cost of Retiree Medical Insurance.

Police Special Separation Allowance – If a law enforcement officer retires below the age of sixty-two (62) and has served at least five years of creditable service, the North Carolina General Statutes require the City of Clinton to compensate the officer until they reach the age of sixty-two. The officer’s compensation is based on an established formula. FY2013-2014 includes \$69,796 to cover the cost of Police Special Separation Allowances for 2013-2014.

Additional Positions – We are proposing to add one Water Plant Operator position in the FY2013-2014 Budget. This position is needed due to the health concerns of an existing employee and the expansion of the Parsons-Anders Treatment Plant. Although not funded in FY2013-2014, the following positions will be needed in coming fiscal years: Utilities Engineer, Police Detective, and Water Resources Lab Technician.



Total Budgeted Full-time Equivalent Employees



CAPITAL OUTLAY HIGHLIGHTS

Vehicles and Equipment – The following vehicles and equipment will be purchased to replace aging vehicles and equipment within our fleet or improve the efficiency of our operations:

- 3 Police Vehicles (Police)
- 1 One Ton Truck (Streets)
- 1 Small SUV (Public Works and Utilities Director)
- 1 Lawnmower (Grounds Maintenance)

Vehicle purchases have been heavily scrutinized to ensure we are purchasing the appropriate vehicles for each department. Where appropriate, we are downsizing our vehicles to make certain we purchase the most fuel-efficient vehicles.

Street Resurfacing – The FY2013-2014 Budget allocates \$200,000 for street resurfacing. These funds will continue our seven-year resurfacing plan utilizing the slurry pavement application.

Chemtex Infrastructure – The FY2013-2014 Budget allocates \$50,000 for engineering services associated with the proposed Chemtex facility.

Wastewaters DO and PH Probes – The FY2013-2014 Budget allocates \$90,000 to purchase DO and PH probes for the Wastewater Treatment Plant.

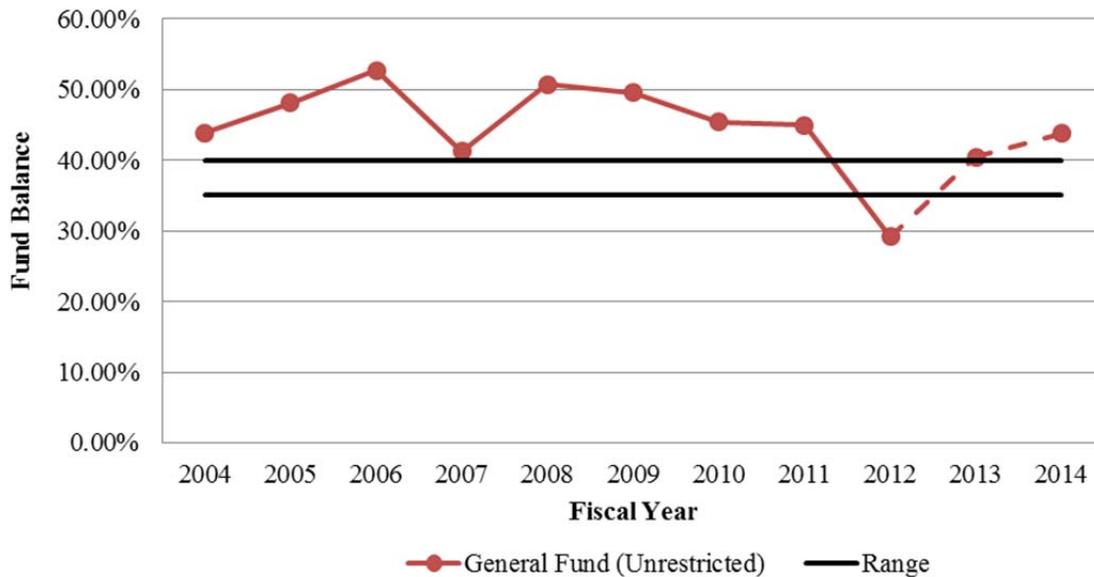


The 2013-2014 Fiscal Year expenditures are more fully described in the line item budget sections of the budget document. As required by the North Carolina General Statutes, the expenditures for the 2013-2014 Fiscal Year are equal to the projected revenues. For specific information regarding departmental operations, please feel free to contact the department head responsible for that department.

Fund Balance

The North Carolina Local Government Commission recommends that local governments maintain a minimum undesignated fund balance of no less than eight percent (8%) of expenditures. The City of Clinton has adopted a formal fund balance policy establishing a goal of maintaining a fund balance of at least thirty-eight percent (38%) of expenditures. Any funds in excess of the 38% may be designated for capital purchases. The City of Clinton’s estimated undesignated fund balance on June 30, 2013 is \$3,600,000 or 41.9% of expenditures. We are proposing to budget \$130,000 in fund balance to balance the FY2013-2014 Budget. These funds will be used to fund one-time capital expenditures.

**Clinton Fund Balance Trend:
General Fund**



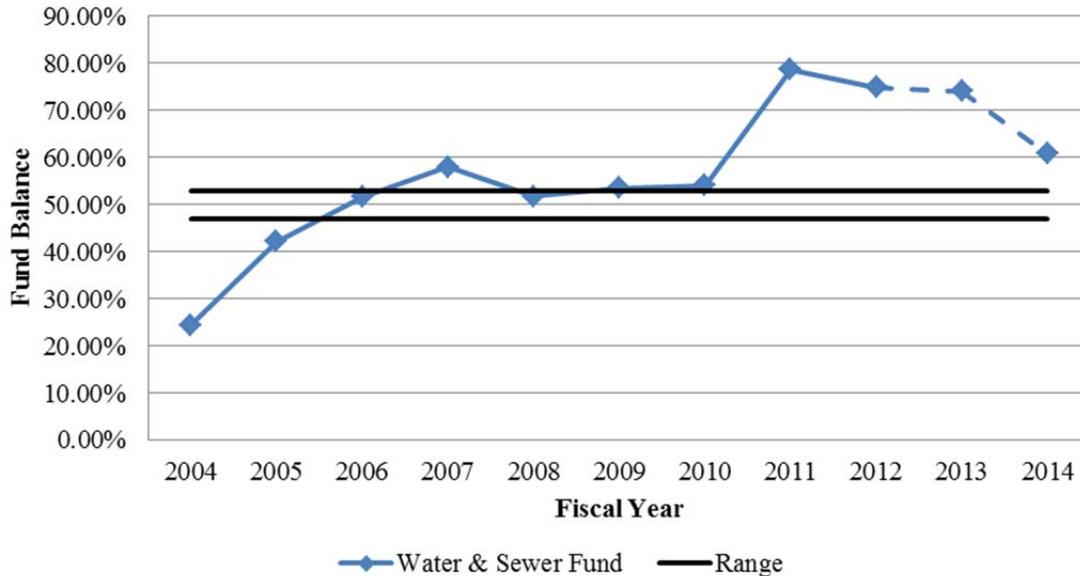
Retained Earnings

The North Carolina Local Government Commission does not have a specific recommendation regarding how much fund balance or retained earnings a local government enterprise operation shall maintain. However, the City of Clinton has adopted a formal retained earnings policy establishing a goal of maintaining a minimum reserve of at least 50% of expenditures within the Water and Sewer Fund. Any funds in excess of the 50% may be designated for capital purchases. The City of Clinton’s estimated retained earnings on June 30, 2013 are \$3,300,000 or 70.5% of expenditures. We are



proposing to budget \$350,000 in retained earnings to balance the Water and Sewer Fund. These funds will be used to cover the costs of one-time capital expenditures.

Clinton Fund Balance Trend: Water & Sewer Fund



FORECAST

The long-term revenue picture for the City of Clinton is improving, but still somewhat uncertain. Most of our vacant industrial buildings have been purchased and are close to being fully occupied, and our largest employer continues to expand its operations. We are seeing an increase in commercial growth and, I expect this activity to continue for the next sixty months as NC 24 is improved between Clinton and the Fayetteville Metropolitan Area. In the past, we have expanded the city through a proactive annexation program. However, legislation has made annexation more difficult and will require us to formulate new ways to grow the city. We must put a greater emphasis on economic development activities that will allow us to fill our remaining vacant industrial and commercial structures over the next several years. In addition, we must move forward with infrastructure improvements that will increase our capacity to support existing and new industrial and commercial growth. The City of Clinton staff is continuing to work with Sampson County Economic Development Commission and property owners to develop potential industrial and commercial sites to diversify our expanding tax base. Our desire is to take advantage of our location and workforce to generate growth opportunities.

We continue to work hard to improve our local revenue situation; however, all municipalities are subject to any statutory changes made in the North Carolina General Assembly. The General Assembly is considering significant changes in the North Carolina Tax Code. While I agree that some of these changes may be warranted, such as diversifying the sales tax, I believe that the legislature must take its time to evaluate the impact of these changes. For example, if they eliminate our ability to



collect a local privilege and eliminate the beer and wine and utility franchise taxes, we will see a reduction of \$860,000 in revenue. This \$860,000 equates to over twelve cents (\$0.123) on our tax rate or 98% of the Recreation Department's budget. The revenue will be replaced in some manner with the diversified sales tax, but at this time we do not know how much of \$860,000 we would receive under the reform. Therefore, we must monitor legislative activity to determine if our revenue sources are in jeopardy, and engage our legislators in respectful, but forthright, conversations about the impact that tax reform legislation may have on the City of Clinton.

In planning for the future, we must be vigilant in understanding how existing service and program costs directly affect the long-term health of the City of Clinton. It is important that in these economic times we evaluate every service and program to determine if they are needed. The City Council and staff must realize that we may not be able to continue to do the things we have done in the past. Under current economic constraints, we must focus on the critical service areas and look for opportunities to improve their efficiency or look for consolidation opportunities.

In summary, this proposed budget is balanced in accordance with state statutes and attempts to address the priorities, which have been set by the City Council for the 2013 -2014 Fiscal Year. The budget is fiscally sound, and although it does not fund all the requests made by departments or external groups, it does address the top priority needs of the city and will allow us to maintain a high level of service for Clinton citizens.

My appreciation is expressed to Shawn Purvis and the other staff members who helped in preparing this budget.

I recommend this proposed budget for Fiscal Year 2013-2014 to the City Council.

Respectfully submitted,

A handwritten signature in black ink that reads "John F. Connet".

John F. Connet
City Manager



**FISCAL YEAR 2013-2014 BUDGET ORDINANCE
City of Clinton, NC**

2013.06.04

Be It Ordained by the City Council of the City of Clinton, NC, that the following anticipated fund revenues and expenditures, fees and charges schedules, with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the city government and its activities for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014:

Section 1. General Fund

Anticipated Revenues:

Prior Year Taxes	\$48,000
Current Year Taxes	\$2,474,000
Fire Tax Collections	\$430,000
Vehicle Taxes	\$245,000
Rental Vehicle Tax	\$13,000
City School Police Officer	\$91,800
HUD Officers	\$42,600
Community College/Police Officer	\$57,300
Insurance Revenue	\$10,000
Payment In Lieu Of Taxes	\$17,000
Collection Fee	(\$55,100)
Lot Cleaning	\$10,000
Demolition Reimbursement	\$10,000
Tax Penalties & Interest	\$18,500
Auto License	\$30,500
Privilege License	\$55,000
Admin. Fee For Intin. Merchants	\$1,000
Precious Metal Fees	\$500
Hold Harmless Funds	\$0
Franchise Tax Video Program	\$43,400
Interest Earned	\$10,000
Miscellaneous Revenue	\$30,000
Rent- Fontana St.	\$48,000
Sale of Property	\$30,000
Franchise Tax Electric	\$651,000
Franchise Tax Piped Gas	\$40,300
Franchise Tax Telecomm	\$125,300
Beer & Wine	\$40,100
Powell Bill	\$253,000



Local Gov't 1% Sales Tax(39)	\$508,000
Local Gov't 1/2% Sales Tax(40)	\$414,000
Local Gov't 1/2% Sales Tax(42)	\$255,000
Local Gov't 1/2% Sales Tax(44)	\$440,000
ABC Revenues	\$110,000
ABC Revenue-Police	\$5,000
NC Dept. Of Health	\$2,000
Taxi Permits/Finger Prints	\$500
Court Fees	\$3,500
Parking Violations	\$1,000
Sampson Co Contribution	\$163,700
Animal Ordinance Violation	\$0
State Bldg. Fire Protection	\$4,500
Firemen's Relief Tax	\$14,300
Fire & Life Safety	\$0
False Alarm	\$12,000
Rescue Tech. Revenue/County	\$12,000
Fire Dept. Accident Response	\$12,000
Sign/Zoning Permits Cemetery	\$9,000
Cemetery Markers	\$6,000
Tipping Fee For Dumpsters	\$655,000
Cardboard Container Fees	\$33,000
Garbage Collection	\$573,000
Solid Waste Disposal Tax	\$5,600
Recreation Donations	\$5,000
Rental Fees	\$10,000
Rental Staff Fees	\$2,000
Recreation Misc.	\$5,000
Pool Admissions	\$9,000
Concession Fees	\$1,000
Sponsorship Fees	\$9,000
Sports Registration Fees	\$39,000
Refund On Sales Tax	\$6,000
Sale of Recyclables	\$45,000
Trans From Water & Sewer	\$498,000
Trans From Cemetery	\$50,000
Loan Proceeds	\$0
Fund Balance Appropriated	\$130,000
Total General Fund Revenues	\$8,818,300



Anticipated Expenditures:

Governing Body	\$135,700
Administration	\$319,700
Elections	\$5,000
Finance	\$356,700
Planning & Zoning	\$313,600
Police	\$2,186,700
Fire	\$1,444,200
Street	\$1,185,600
Garage	\$211,400
Sanitation	\$834,500
Recreation	\$879,800
Cemetery & Grounds	\$235,000
Non-Departmental	\$710,400
Total Expenditures	\$8,818,300

Section 2. Water and Sewer Fund

Anticipated Revenues:

Insurance	\$0
FEMA Revenue	\$0
Interest Earned	\$12,000
Miscellaneous Revenue	\$14,000
Return Check Charge	\$2,500
From Sales Tax	\$1,500
Water Tank Rent	\$31,000
Bulk Water/County	\$200,000
Pre-Treatment	\$3,000
Sewer Surcharge	\$400,000
Water & Sewer Charges	\$4,056,300
Cash Adjustment	\$0
Water & Sewer Tap Fees	\$15,000
Fireline Fees	\$23,000
Service Fees	\$28,500
Capacity Fees For Wastewater	\$64,300
Sale of Service & Materials	\$0
Sale of Surplus Property	\$2,500
Loan Proceeds	\$0
Fund Balance Appropriated	\$350,000
Total Water & Sewer Fund Revenues	\$5,203,600



Anticipated Expenditures:

Non-Departmental	\$1,989,700
Utility Line Maintenance	\$960,800
Wastewater Treatment	\$1,614,900
Water Production	\$638,200
Total Expenditures	\$5,203,600

Section 3. CD-Revolving Loan

Anticipated Revenues:

Revolving Payments	\$4,000
Interest Earned	\$2,500
Total CD Revenues	\$6,500

Anticipated Expenditures:

Legal Service	\$2,500
Miscellaneous	\$4,000
Total Expenditures	\$6,500

Section 4. Cemetery

Anticipated Revenues:

Sale of Lots	\$47,500
Interest Earned	\$2,500
From Savings	\$0
Total Cemetery Revenues	\$50,000

Anticipated Expenditures:

Transfer to GF for Operations	\$50,000
Total Expenditures	\$50,000



Section 5. Downtown Special Tax District

Anticipated Revenues:

Current Taxes	\$13,000
Prior Years Taxes	\$1,000
Penalty & Interest	\$3,500
Vehicle Taxes	\$9,000
Collection Fee	\$5,600
Craft Street Fees	\$4,500
Downtown Holiday Events	\$1,000
Off Street Parking	\$500
City Market Rental Fees	\$5,000
Interest Earned	\$2,400
Miscellaneous	\$5,000
Fund Balance	\$1,000
Total Downtown District Revenues	\$71,000

Anticipated Expenditures:

Professional Services	\$13,000
Travel & Education	\$1,000
Utilities	\$3,500
Craft Fair	\$9,000
Advertising	\$5,600
Supplies & Materials	\$4,500
Contract Services	\$1,000
Miscellaneous	\$500
Downtown Facade Grant Program	\$5,000
Downtown Incentive Program	\$2,400
Projects	\$5,000
Contingency	\$1,000
Special Events	\$12,000
Court Square Rev. Payment	\$7,500
Total Expenditures	\$71,000

Section 6. Fire Department Special Fund

Anticipated Revenues:

Miscellaneous	\$2,000
Special Fees	\$500



Ashes Donations	\$0
Total Fire Special Revenues	\$2,500

Anticipated Expenditures:

Ashes Expense	\$0
Department Supplies	\$0
Miscellaneous	\$2,500
Total Expenditures	\$2,500

Section 7. Fee Schedule

There is hereby established for Fiscal Year 2013-2014 various fees, charges, rates, as contained in Clinton Fee Schedule.

Section 8. City Wide Tax Rate Established.

There is hereby levied, for fiscal year 2013-2014, an Ad Valorem tax rate of forty cents (\$.40) per one hundred dollars (\$100) assessed valuation of property listed as of January 1, 2013, for the purpose of raising the revenue included in the current Ad Valorem taxes as set forth in Section 1 of this Ordinance, and in order to finance the foregoing applicable appropriations. This property tax is the same rate as compared to the current FY2012-2013. This rate will provide approximately \$2,743,400 in property tax revenues based on an expected collection rate of 97.3%. The Ad Valorem tax base is estimated to be \$700,500,000. The Ad Valorem tax is the tax paid on real property and personal property, including property of public service companies allocated by the Ad Valorem Tax Division of the State Department of Revenue.

Section 9. Special Downtown Tax District Rate Established.

There is hereby levied, for fiscal year 2013-2014, a tax at the rate of eighteen cents (\$.18) per one hundred dollars (\$100.00) assessed valuation of property listed for taxes as of January 1, 2013, located within the Special Downtown Tax District for the raising of revenue for said Special District. This special tax rate is the same rate as the current FY2012-2013. This rate of tax is based on an estimated total re-evaluation of property for the purpose of taxation of \$32,200,000 and an estimated collection rate of 97.3%.

Section 10. The adoption of this budget ordinance reaffirms all other taxes, penalties, licenses, fines, fees, charges, and rates heretofore adopted and not repealed as of this date.

Section 11. Special Authorization.

1. The budget officer shall be authorized to reallocate department appropriations among the various objects of expenditure as s/he believes necessary without recourse to the Board.



2. The budget officer shall be authorized to hire personnel in positions authorized by the Board and set the compensation in accordance with the Pay Classification Plan.
3. The budget officer may award merit increases to deserving employees as s/he deems appropriate after consultation with appropriate supervisors subject to the limitations set forth in the personnel policy of the city and appropriations.

Section 12. Utilization of Budget Ordinance.

1. This ordinance shall be the basis of the financial plan for the Clinton municipal government during the FY2013-2014. The budget officer shall administer the budget and s/he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.
2. The finance department shall establish and maintain all records, which are in consonance with this budget ordinance, and the appropriate Statutes of the State of North Carolina.

Section 13. Copies of this budget ordinance shall be furnished to the Clerk to the Council, and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this the 18th day of June, 2013.

Lew Starling, Mayor

ATTEST:

Elaine F. Hunt, MMC, City Clerk



City of Clinton Fee & Rates Schedule
Fiscal Year 2013-2014

All fees are subject to change by City Council

Changes from prior year indicated in blue

UTILITIES & GARBAGE

Water & Wastewater Rates

Water Rates

	<u>Inside City Limits</u>	<u>Outside City Limits</u>
Base Rate (0-300 cu. ft.)	\$12.19	\$24.38
Consumption Rate	\$1.83 per 100 cu. ft.	\$3.66 per 100 cu. ft.
Bulk Wholesale Rate	\$1.60 per 100 cu. ft.	\$3.20 per 100 cu. ft.

Wastewater Rates

	<u>Inside City Limits</u>	<u>Outside City Limits</u>
Base Rate	\$12.70	\$25.40
Consumption Rate	\$1.78 per 100 cu. ft.	\$3.56 per 100 cu. ft.

Water and wastewater use is metered in cubic feet: 1 cubic foot = 7.48 gallons
A customer utility deposit of \$125 is required on all rental accounts. A 10% late fee will be applied to bills paid after due date (12th) and a \$30 cutoff penalty will be applied to all accounts cutoff as a result of non-payment. A \$25 fee will be assessed on all returned checks.

Fireline Rates (Monthly Fee)

	<u>Inside City Limits</u>	<u>Outside City Limits</u>
2" Fireline	\$11.90	\$23.80
4" Fireline	\$35.70	\$71.40
6" Fireline	\$60.00	\$120.00
8" Fireline	\$77.35	\$154.70
10" Fireline	\$109.15	\$218.30
12" Fireline	\$151.75	\$303.50



Tapping Fees (per Connection)

	<u>Inside City Limits</u>	<u>Outside City Limits</u>
¾” Tap & Set	\$795	\$1,590
¾” Meter Set	\$133	\$266
1” Tap & Set	\$975	\$1,950
1” Meter Set	\$225	\$450
2” Tap & Set	\$3,315	\$6,630
2” Meter Set	\$1,643	\$3,286
4” Sewer Tap	\$720	\$1,440
6” Sewer Tap	\$1,120	\$2,240

Larger connections will be billed at actual cost of materials, labor, and equipment. Deposits are required with the balance upon completion. Deposits are 50% of tap cost as proposed by the Public Works & Utilities Department.

Miscellaneous Utility Fees

	<u>Inside City Limits</u>	<u>Outside City Limits</u>
Hydrant Meter Deposit	\$900	\$1,800
Hydrant Meter Deposit (¾”-1”)	\$250	\$500
Hydrant Flow Test	\$150	\$300
Meter Recheck	\$50	\$100
Meter Test	\$100	\$200
Meter Tampering Fee	\$100	\$200
After Hours Turn-on	\$75	\$150

Garbage Collection Rates

Collection Rates & Tipping Fees (Monthly)

		<u>Notes</u>
Residential Collection	\$15.00	Weekly collection
Commercial Collection	\$4.75 per container cu. yd.	Fees vary depending on collection frequency
Special Payload	\$40 per item	



Container Fees

		<u>Notes</u>
Rollout Garbage Containers	\$82 each	Up to 2 per location
Can on Wheels	\$45 per month	One dump included \$40 each additional up to 3
Cardboard Container	\$30 per month	

ADMINISTRATIVE

Auditorium Rental	Less than 5 hours: \$50 Greater than 5 hours: \$100 Deposit: \$100
Copies	\$.25 per page
Document Certification	\$3.00
Filing Fees	Mayoral: \$10 Council: \$5
Notary	\$5.00 per signature
Sunshine List	\$10 per year
First Time Taxi	\$60
Taxi Renewal	\$20

CEMETERY

Springvale Cemetery

	<u>Resident</u>	<u>Non-resident</u>
Grave Plot	\$450	\$900
Mausoleum	\$805	\$1,610
Recording of Deed	\$50	\$50
Corner Marker	\$45	\$45

Sandhill Cemetery

	<u>Resident</u>	<u>Non-resident</u>
Grave Plot	\$450	\$900
Recording of Deed	\$50	\$50
Corner Marker	\$45	\$45



FINANCE

False Alarm Fees (per year)	First 3: no charge Second 3: \$50 each \$100 per additional incident
Leased Parking	\$15 per month
Off-street Parking	\$120 per year
Returned Check Fee	\$25

For privilege license fees, please contact the finance office (910-299-4901) or view the fee listing online at the city website- www.cityofclintonnc.us/finance-licenses.html

FIRE DEPARTMENT

Response Fees (per Incident)

Motor Vehicle Accident- Level 1	\$475
Motor Vehicle Accident- Level 2	\$605
Motor Vehicle Accident- Level 3	\$1,800
Haz-Mat Response	\$700

Level 1 incidents require assessment of hazardous materials and scene stabilization and may include use of sorbents.

Level 2 incidents involve vehicle fires and require scene safety, fire suppression, breathing apparatuses, multiple tools, and structure protection.

Level 3 incidents include Level 1 & 2 services as well as extrication that involves the use of heavy rescue tools.

Haz-mat services include engine response, first responder assignment, perimeter establishment, evacuations, set-up, and command.

PLANNING & ZONING

Zoning Compliance

New Residential Permit	\$50
New Commercial Permit	\$75
Addition, Accessory Building, Deck, etc. Permit	\$25
Moving Mobile Home onto Mobile Home Park Lot	\$30
Zoning Map	\$50
Rezoning Application	\$200



Conditional Use & Other Fees

Board of Adjustment Filing Fee	\$200
Conditional Use Permit Application	\$200
Lot Mowing (each additional hour)	\$150 minimum (\$50)
Ordinance Copies	\$10
Subdivision Application	\$5.00 per lot or \$75 min. (whichever is greater)
Sign Permit	\$1.00 per square foot

City Market

Non-profit Organizations	\$100 min. (4 hrs), \$25 each additional hour
Security Deposit	\$75
Individuals/Private Groups	\$150 min. (4 hrs), \$25 each additional hour
Security Deposit	\$100
Facility Guard Fee	\$11 per hour

POLICE DEPARTMENT

Reports	\$.25 per page walk-in \$2.00 per page mailed
Fingerprints	\$10
Filing False Report	\$154



RECREATION & PARKS

Admission & Participation Fees

Youth Athletics (Ages 17 & Under)

	<u>City Resident</u>	<u>Non-Resident</u>
Baseball, Basketball, Soccer, Softball, & Volleyball	\$15 per first child per sport \$10 each additional child	\$35 per first child per sport \$20 each additional child
Football*	\$15 per child	\$35 per child
Mixed Martial Arts Class	\$35 per child per month	\$35 per child per month

Late Registration- \$5 per child
Birth certificate and current insurance are required for registration.

***Replacement fees apply to any football equipment lost or not returned at the end of the season. Replacements for damaged equipment are at no cost with the return of the damaged equipment.**

Youth Football Equipment Replacement Fees:

<u>Equipment</u>	<u>Replacement Cost</u>	<u>Equipment</u>	<u>Replacement Cost</u>
Helmet	\$80.00	Helmet Pads	\$3.50
Chinstrap	\$3.50	Helmet Decals	\$5.50
Jersey	\$38.00	Shoulder Pads	\$50.00
Shoulder Pad Hardware	\$1.00 per piece	Shoulder Pad Straps	\$3.50 each
Pants	\$18.00	Pants Pads	\$15.00

Youth athletics refunds must be requested before the first game has been played and a receipt must be presented for a refund check to be issued. Once play has begun, we will issue credit toward another sport. That credit is good for one year from the date of issuance. Reduced additional child fees apply only for registrations for the same sport, during the same season for children residing in the same household. Further fee reduction or waivers are available to qualified families. Contact the Clinton Recreation Department at 299-4906, for more information.

Adult Athletics (Ages 18 & Over)

	<u>Leagues</u>	<u>Sampson Center (County)</u>
Soccer & Softball	\$500 per team	N/A
Basketball	\$350 per team	\$3/day, \$20(\$30)/month, \$55(\$75)/season
Volleyball (no officials)	\$75 per team	N/A

Refunds must be requested before the first game has been played and a receipt must be presented for a refund check to be issued. Once play has begun, we will issue credit toward another sport. That credit is good for one year from the date of issuance.



Royal Lane Pool

	<u>Children & Seniors (55 & Over)</u>	<u>Adults (16 & Over)</u>
Daily Admission	\$2.00	\$3.00
Group Rates (15 or more)	\$1.50 per person	\$2.50 per person
Season Pass (City Residents Only)	\$75 per person	\$125 per person

Non-Swimmers supervising children in the pool may have entry fee waived at staff discretion. Swimming Diapers for infants are \$1.00 each.

	<u>City Resident</u>	<u>Non-Resident</u>
Swimming Lessons	\$30 per session	\$40 per session
Water Acclimation Instruction	\$5 per person	\$10 per person
Getting to Know H2O	\$2 per person per day	\$4 per person
Fitness Swim/Stroke Refinement	\$40 per session	\$50 per session

Swim lesson classes are limited to 10 students per class. Sessions are one week, Monday through Friday for 45 minutes.

Water Acclimation Guided Instruction includes 25 minutes of personal, individualized instruction given based on the needs of the patron.

Getting to Know H2O includes general water safety information, first aid procedures, breathe control under water, using a flotation device & more. New topic each day, 8 separate 1- hour sessions.

Fitness Swim/Stroke Refinement is a 3-week long session. Students are allowed to come to public swim free of charge during their 3 weeks of classes. Class meets on Monday, Wednesday, and Friday for 45 minutes per day.

City Sponsored Programs

	<u>City Resident</u>	<u>Non-Resident</u>
Canoe & Paddle Trips	\$10 per person, \$30 per family of four	
Craft & Miscellaneous Classes	\$1 per class	\$2 per class
Fitness Classes	\$1 per week	\$2 per week
Senior Programs	\$0.50 per person per session	
Senior Adult Trips	Varies by Trip	Varies by Trip
Summer Day Camp (ages 6-12)	\$75 per session	\$100 per session

Summer Day Camp sessions last one week. Camp will not be held on July 4 and there is no discount for that day. City residents will have priority in registering their children for camp. Fees for each session must be paid before a slot can be reserved.



Non-City Sponsored Programs

	<u>City Resident</u>	<u>Non-Resident</u>
Fitness Classes	\$0.50 per person per session	
Craft & Miscellaneous Classes	\$0.50 per person per session	
Senior Programs	\$0.50 per person per session	
Senior Adult Trips	Varies by Trip	

Use of the Bellamy Center Kitchen is an additional \$0.25 per person per session for the entire group. This does not include use of the coffee machine.

If an outside instructor wishes to charge an additional fee, the Recreation Department will collect the fee and retain 25% of the proceeds.

Rental Fees**

Picnic Shelters (Hourly Rate, 8 Hours Maximum)

	<u>City Resident</u>	<u>Non-Resident</u>
All Parks	\$20 1 st hr, \$10 each add. hr	\$25 1 st hr., \$15 each add. hr.

Rental fees guarantee a cleanup prior to reservation and gate access. Fees are due in full upon reservation. There is an additional \$50 charge for rentals on Sundays and holidays. Picnic area rentals end at dark when parks close. Rentals with more than 100 people require a staff member to be present. Staffing fee is \$20 per hour. Fundraising activities are prohibited at picnic shelters.

Parks & Open Space (Hourly Rate, 8 Hours Maximum)

	<u>City Resident</u>	<u>Non-Resident</u>
Fisher Drive Park (Open Space)	\$15	\$30
Newkirk Park	\$100	\$150
Royal Lane Park (Open Space)	\$15	\$30

Rental fees guarantee a cleanup prior to reservation and staff on duty to provide gate and restroom access (at Newkirk Park). Half of fees are due as security deposit upon reservation. There is an additional \$50 charge for rentals on Sundays and holidays. Rentals end at dark when parks close. Rentals with more than 100 people require a staff member to be present. Staffing fee is \$20 per hour. If a police presence is requested or recommended by the Recreation Director, the fee is \$20 per hour per officer (1 officer per 100 people). For sports groups wishing to use open space for an extended period, please refer to the long-term use fee chart below.

Royal Lane Pool (Hourly Rate, 4 Hours Maximum)

	<u>City Resident</u>	<u>Non-Resident</u>
Pool Rental	\$100	\$200
Lifeguard (x2)	\$15	\$15

Rental Notes on Next Page



Rental fees guarantee pool reservation. Half of fees are due as security deposit upon reservation. There is an additional \$50 charge for rentals on Sundays and holidays. Rentals with more than 100 people require a staff member other than a lifeguard to be present. Staffing fee is \$20 per hour. If a police presence is requested or recommended by the Recreation Director, the fee is \$20 per hour per officer (1 officer per 100 people). For-profit events are not permitted at Royal Lane Pool.

Fields (Hourly Rate, 8 Hours Maximum)

	<u>City Resident</u>	<u>Non-Resident</u>
Baseball/Softball (no lines)	\$15	\$30
Multipurpose/Football (no lines)	\$25	\$50
Press Box	\$20	\$40
Soccer (no lines)	\$15	\$30

Additional (Optional) Field Fees

Field Marking	\$35 per field
Baseball/Softball Lights	\$25 per hour
Multipurpose/Soccer Lights	\$45 per hour
Soccer Nets	\$20 per field

Rental fees guarantee a cleanup prior to reservation. Half of fees are due as security deposit upon reservation. There is an additional \$50 charge for rentals on Sundays and holidays. For sports groups wishing to use fields for an extended period, please refer to the long-term use fee chart below. A separate tournament fee schedule is listed below.

Tennis & Shuffleboard Courts, Track, & Amphitheater (Hourly Rate, 8 Hours Maximum)

	<u>City Resident</u>	<u>Non-Resident</u>
Tennis Courts (for 3 courts)	\$10	\$20
Shuffleboard Courts	\$5	\$10
Royal Lane Track	\$25	\$50
Royal Lane Amphitheater	\$50	\$100

Additional (Optional) Court & Track Fees

Tennis Court Lights	\$25 per hour
Track Lights	\$45 per hour

Rental fees guarantee a cleanup prior to reservation. Half of fees are due as security deposit upon reservation. There is an additional \$50 charge for rentals on Sundays and holidays. Rentals with more than 100 people require a staff member to be present. Staffing fee is \$20 per hour. If a police presence is requested or recommended by the Recreation Director, the fee is \$20 per hour per officer (1 officer per 100 people). Renters may be required to provide portable toilets for their event as directed by recreation staff. For sports groups wishing to use courts or track for an extended period, please refer to the long-term use fee chart below.



Sponsorship Fees

Company Banner- All Sports	\$75 per banner	Banner displayed at field/gym
Baseball/Softball	\$350 per team	MLB replica hats & shirts with company logo
Basketball	\$350 per team	Jerseys with company logo
Football	\$500 per team	Jerseys
Soccer	\$275 per team	Shirts with Company Logo
Volleyball	\$200 per team	Shirts with company logo
League Title Sponsor	\$200	Name on league schedule, listed in sports reports to news media, name on league trophies, trophy to league sponsor with the winning team name and photo

Equipment Fees

<u>Equipment</u>	<u>Rental Fee (Deposit)</u>	<u>Additional Fees</u>
Portable Stage	\$100 per day (\$50)	\$50 transport fee up to 5 miles outside city limits
Public Address System (city property only)	\$75 per day (\$75)	\$30 per additional microphone
Sports Bag (horseshoes, volleyball & net, soccer ball, softball & bat)	\$30 (\$30)	
Portable Volleyball	\$60 (\$60)	\$50 transport fee up to 5 miles outside city limits
Bleachers	\$50 per day (\$50)	Inside city limits only

Concessions (for Vendors with Carts Only)

Special Event/Tournament	\$50 per event
Non-event times	\$25 per week

ATTENTION:
 City residents must reside within the city limits to receive the city charges.
 This does not include the city school district.
 Proof of residency is required to ensure correct fees.



History of Clinton

Clinton, the county seat of Sampson County, is the largest and oldest city in the county. The first European settlers to come to the Sampson County area were Scotch-Irish immigrants from North Ireland around 1740. One of the many Scotch-Irish drawn to the area in search of rich farmland and flowing rivers was John Sampson. Sampson was Duplin County's first Register of Deeds. He served as a Lt. Colonel, and then a Lt. General in the county's militia and was later the first mayor of Wilmington, North Carolina. In April of 1784, the North Carolina General Assembly established Sampson County from land taken from neighboring Duplin County.

Immigrating to North Carolina with John Sampson was his fifteen-year-old stepson, Richard Clinton. Like his stepfather, Richard Clinton soon distinguished himself in governmental and military service, serving as Duplin County Register of Deeds for ten years, and then in the Provincial Congress held at Hillsborough. In 1776, Richard Clinton organized a company of militia minutemen from upper Duplin and led them as captain in the defense of Wilmington against the British. He was later appointed Colonel of Cavalry and Brigadier General of the Fayetteville District. Upon the establishment of the state government of North Carolina by the Halifax Constitution of 1776, Richard Clinton served as one of the first members of the House of Commons, representing Duplin County. Clinton continued as a representative of Duplin County until the creation of Sampson County in 1784. Clinton secured the passage of the act creating the new county, and proposed the name "Sampson" in honor of John Sampson, his stepfather and benefactor. By 1790, the town of Clinton Courthouse was established as the county seat.

If not for a financial panic in 1819, Clinton could still be Clinton Courthouse. The town moved to drop the "Courthouse" after an earlier incorporated town of Clinton in old Rowan County (now Davie) folded in 1822. The town of Clinton was incorporated in 1852. The General Assembly appointed five commissioners, James Moseley, Isaac Boykin, Dr. Henry Bizzell, John Beaman, and Alfred Johnson, when they ratified the act clarifying procedures for the Town of Clinton. The corporate limits of the town at that time extended a half mile each way from the courthouse. The first records of an election were in February 1852 and the first tax rate was .50 cents on the \$100 valuation of real property. Since that time, the town has become a city and grown to its present day limits while thriving as the commercial and cultural center of Sampson County.

Geography

Clinton is located in the center of Sampson County in North Carolina's fertile Coastal Plain Region. The city is approximately 7.75 square miles (4,960 acres). Within easy commuting distance of Fayetteville and Fort Bragg, Raleigh and Research Triangle, and Wilmington and the NC beaches, Clinton residents can take advantage of many cultural, economic, and recreational offerings while still enjoying life in a smaller community.





Demographics

The 2010 U.S. Census population estimate for Clinton was 8,639. The small increase in population represents a .5 percent increase from 2000. The city's population constitutes 13.6 percent of the Sampson County population. Approximately 50,000 people live within 15 miles of the city. Clinton is proud to be a diverse city. The demographic breakdown of Clinton according to the 2010 census is 49 percent white, 41 percent African-American, 6 percent Hispanic, 1 percent American Indian, 1 percent Asian, and 2 percent other. The median age of the Clinton population is 42.1. The average household size is 2.3 with a median household income of \$33,347. The 2012 population estimate from the U.S. Census Bureau is 8,743.

Housing

As of the 2010 Census, Clinton had 3,711 housing units. Of the 3,392 housing units reported as occupied, approximately 51 percent are owner occupied and 49 percent are renter occupied. Owner-occupied households accounted for 3,951 people (46 percent) of the city's population and renter-occupied housing units accounted for 3,753 people (43 percent) of the city's population in 2010. Seventy-three percent (73%) of the city's housing units are pre-1980 construction. Only 5.6 percent of housing units have been built since 2000, less than the 10.2 percent of housing units constructed before 1939. More than 65 percent of homes are valued less than \$150,000 with a median home value of \$118,000. The median gross rent for renter-occupied units is \$513.

Local Economy

Clinton is ideally located to serve the special needs of a variety of industries. Each industry benefits from the availability of a diverse and skilled labor force, exceptionally reasonable tax rates, excellent utilities, and easy access to East Coast markets. Sampson Southeast Business Center is a 76-acre industrial park in Clinton designed to accommodate future industrial development. Major industries already in the Clinton area include DuBose Strapping, Steel Technologies, Smithfield Foods, and Schindler Escalators.

Agriculture plays a major role in the local economy and Clinton functions as a regional agricultural center. In September 2005, *Farm Futures Magazine* rated Sampson County as the "**Best Place to Farm in the United States.**" Among the crops grown locally are tobacco, corn, cotton, wheat, and soybeans. Fresh vegetables such as squash, asparagus, cucumbers, peppers, sweet potatoes, and melons also contribute to the area's farm income, which has now reached \$1 billion annually in cash receipts. Over the past decade, the area has become a major center for the production of chickens, hogs, and turkeys.

Several major highways including US 421, US 701, NC 24 and NC 403 serve Clinton. Interstate 95 is less than 30 miles west of Clinton and Interstate 40 is less than 8 miles east of Clinton. The Clinton-Sampson County airport can serve corporate jets and turbine aircraft. Commercial airline service is available at nearby airports in Fayetteville, Raleigh, and Wilmington. Clinton Railroad Service and CSX provide rail service to the area, while seaports at Wilmington and Morehead City can be reached quickly.



Clinton’s role as the economic and cultural hub for Sampson County and the region helps maintain a stable economy. As of April 2013, Sampson County’s unemployment rate was 7.8 percent, which was lower than the state rate of 8.5 percent and the county’s 2012 rate of 8.1. A strong agriculture base along with regional healthcare facilities bode well for Clinton’s growth and stable economy. Additionally, the planned expansion of NC 24 will prove beneficial to Clinton with even quicker access to Fayetteville and Fort Bragg, which is experiencing growth from the U.S. Department of Defense’s Base Realignment and Closure efforts.

Ten Largest Tax Payers by Assessed Valuation as of June 30, 2012

<u>Tax Payer</u>	<u>Assessed Value</u>	<u>Percent of Total Assessed Value</u>
LPC Transport Clinton Plant, LLC		
M-B Farms Sub, LLC	\$55,019,059	7.89%
Smithfield Packing		
Schindler Corporation	\$13,275,903	1.90%
DuBose Industries		
DuBose National Energy Service	\$10,457,704	1.50%
Wal-Mart Stores, Inc.	\$8,674,899	1.24%
Liberty Healthcare/Liberty Home Care	\$8,536,083	1.22%
Progress Energy	\$7,973,379	1.14%
Faircloth Family Properties	\$7,467,048	1.07%
Carolina Telephone & Telegraph	\$7,219,685	1.04%
Lowe’s Home Center, Inc.	\$5,942,653	0.85%
Sampson Crossing LP	\$5,938,472	0.85%
Total	\$130,504,855	18.72%
Total Assessed Value	\$ 697,133,911	

Ten Largest Employers for Sampson County as of 3rd Quarter 2012

<u>Company Name</u>	<u>Industry</u>	<u>Employment Range</u>
Smithfield Foods, Inc.	Manufacturing	1,000+
Sampson County Schools	Education & Health Services	1,000+
Prestage Farms, Inc.	Natural Resources & Mining	500-999
Sampson Regional Medical Center	Education & Health Services	500-999
County of Sampson	Public Administration	500-999
Hog Slat Co., Inc	Manufacturing	500-999
Clinton City Schools	Education & Health Services	250-499
Burch Equip., LLC	Natural Resources & Mining	250-499
Mossberg Sanitation, Inc.	Professional & Business Services	250-499
Liberty Healthcare Group, LLC	Education & Health Services	250-499

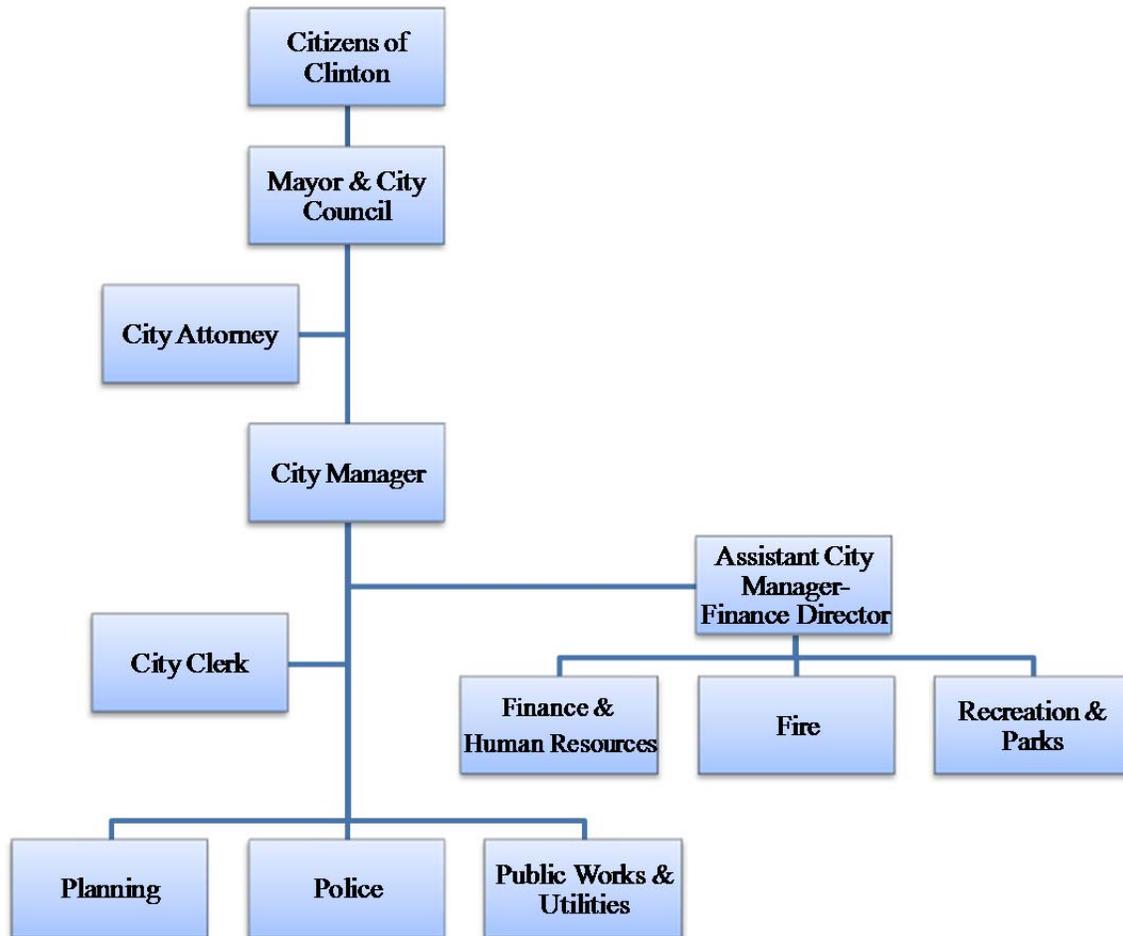
Source: NC Commerce, Labor and Economic Analysis Division



Government

The City operates under a council-manager form of government, whereby the Mayor and City Council address the legislative needs of the city with five city council members representing residents within distinct districts. The Mayor is elected every two years and each Councilmember serves four-year terms. The mayor is the presiding officer of the Council. A mayor pro tem is selected from the five council members. The mayor pro tem serves as mayor in the absence or incapacity of the Mayor. Through this arrangement, the City Council sets and directs policy regarding the operations of city government. Clinton's elections are non-partisan and elections are held in odd numbered years. City Council appoints a City Manager to implement its policies and administer the overall city organization. Clinton is a full service city and provides essential public services including fire and police protection, recreation, public works, and water and sewer.

City of Clinton Organizational Chart





City Council Priorities

The City Council annually reviews and defines strategic priorities for the City. The Council's decisions ultimately affect the resource allocations for City projects and services approved with the annual budget ordinance. City Council begins reviewing strategic priorities and financial conditions with city staff each fall. The purpose of these workshops is to ensure a clear direction for the budget process as the CIP begins development in December.

In preparation for the FY13-14 budget, City Council reviewed strategic goals and added financial sustainability as a formal goal to ensure a better alignment between priorities and the city's financial standing. The strategic goals drive the budget process. Also introduced for FY13-14 are core values for the organization. City Council and staff conducted a dozen focus groups to develop and define core values that will guide the city's workforce as they work daily to serve citizens and each other. The introduction of the core values corresponds with the city's newly adopted performance evaluation plan. With the strategic focus areas and core values, city departments are able to ensure their missions, goals, and objectives serve a common purpose for the City.

Vision Statement

A city of beauty and opportunity whose leadership is dedicated to providing its diverse citizenry a quality of life unsurpassed in the region.

Mission Statement

To be a city rich in tradition and beauty with clean, safe neighborhoods, sound infrastructure and opportunities for future generations.

Strategic Focus Areas & Goals

- **Quality Job Growth**

Maintain business-friendly processes and policies to support existing businesses and attract a variety of new businesses.

- **Welcoming Neighborhoods & Public Spaces**

Ensure public safety and city cleanliness through community-focused public safety, code enforcement, planning policies, and quality maintenance of public spaces and facilities.

- **Affordable & Varied Housing Opportunities**

Encourage housing of different types, densities, sizes, costs, and locations that meet the needs and preferences of an economically and socially diverse community.

Preserve existing housing supply and assure its continued quality and safety.

- **Sound & Sustainable Infrastructure**

Construct and maintain efficient and accessible roadway, sidewalk, and greenway systems to extend internal and regional connectivity.

Provide high quality water and wastewater services while protecting natural resources and ensuring capacity for sustainable growth.

- **Enhanced Quality of Life**

Advance the beauty, diversity, and well-being of Clinton by supporting the community's ability to provide an array of educational, recreational, and cultural activities, events, and programs for residents and visitors of all ages, abilities, and interests.

- **Financial Sustainability**

Support fiscal policies and controls that ensure the long-term financial health of the City and enable it to respond to unforeseen challenges and opportunities.

Promote responsible management and use of public resources to ensure efficient and effective delivery of quality services.





Core Values

- **Honesty/Integrity**

We understand that in order to maintain the public's trust we must hold ourselves accountable to the highest standards of ethical conduct, honesty, and fairness.

- **Respect**

We value all citizens and team members, treating everyone with dignity, courtesy, and professionalism.

- **Equality**

We have a responsibility to treat all citizens and team members fairly and with respect.

- **Diversity**

We strive to be representative, open-minded, and flexible as we recognize and respect the diverse ideas, expressions, traditions, and experiences of our community and team members.

- **Balance**

We recognize the various interests in our community and organization and believe we can achieve stability with realistic expectations regarding service levels, resources, costs, and benefits.

- **Competency**

Our commitment to high-level service begins with a knowledgeable, skilled, and dependable team capable of meeting the community's needs.

- **Teamwork**

We are committed to working with our citizens and team members in an environment where we are supportive of each other's efforts, loyal to one another, and communicate openly.

- **Service Excellence**

We take pride in our community and the services we provide, always doing our best to meet the needs of our residents, businesses, and visitors with care and professionalism.



Financial Sustainability Goals

The City of Clinton continues to take a conservative approach in budgeting to promote financial sustainability. Financial sustainability is an important issue for the city, especially taking into account the current economic climate, Clinton's rural geography, and the city's slow growth from 2000 to present despite the economic boom in the middle of the last decade. Currently, city staff is examining service delivery, personnel costs, and tax base growth as ways to maintain financial sustainability. In 2011, City Council and staff worked to establish the financial sustainability goals below. Updates are provided in *italic* following the goal.

Service Delivery

The city takes a lot of pride in providing quality services to its citizens. Budget constraints make it increasingly difficult to maintain the high level of services Clinton residents and visitors have come to expect. City staff will evaluate all services and programs with a directive that if the service does not meet certain expectations in terms of efficiency and effectiveness it may be eliminated to provide funding for services that are more important. To address service quantity and quality and promote financial sustainability, the city will explore ways to increase efficiency to eliminate costs without sacrificing quality of core services.

Short-term goals

- Implement 311 System to improve solid waste collection efficiency- (2012) *Public Works implemented a 311 system for the Sanitation Division and some Street Division programs. Overtime has been significantly reduced with more efficient routes and identification of tasks. (2013) Public Utilities is expanding the 311 system to include mapping for all water and sewer lines, valves, and hydrants.*
- Implement new green waste collection program with new staging area and leaf vacuum truck to reduce necessary man-hours- (2012) *The leaf vacuum truck and green waste staging area has reduced overtime and fuel cost by reducing the number of trips to the landfill. (2013) With the reduction in hours required for green waste collection and some modifications to the garbage collection practices, the City was able to implement a bi-weekly curbside recycling program with no additional personnel or vehicles.*
- Evaluate existing response practices of public safety in regards to number of personnel and type of vehicle dispatched in relationship to the type of emergency- (2012) *Fire and Police personnel worked with Emergency Management Services to modify the types of calls to which each department is dispatched. (2013) To ensure adequate staffing per shift at the Fire Department, the Fire Chief restructured shift schedules and teams as well as transitioned some part-time positions into fulltime positions. While resulting in a slight increase in salaries and benefits, the total FTE count remains the same and shifts are more frequently staffed at 100 percent.*
- Revise performance measure program based on new City Council focus areas- (2012) *Each department revised performance measures based on new priorities. (2013)*



Departments continue to revise goals and objectives to bring the City closer to performance management. Department head transitions in police, fire, and recreation have slowed the process but the City continues to move toward developing a foundation for performance budgeting.

Long-term goals

- Implement performance management to evaluate true effectiveness of programs and services- (2012) *The City will continue to work toward this as trend data become available with established performance measures.* (2013) *Department head transitions in police, fire, and recreation have slowed the process but the City continues to move toward developing a foundation for performance budgeting.*
- Evaluate the number of people benefiting from specific programs and services and the cost of that program- (2012) *This was performed for recreation services and sanitation programs in FY11-12.* (2013) *Planning performed this analysis during FY12-13 and Police and Fire are preparing to evaluate programs during FY13-14.*
- Evaluate the costs and return on investment of expanding the city's water production capabilities- (2012) *Currently under review as the City looks to double its water capacity.* (2013) *After review in 2012, the City decided to move forward with expansion of its water production facilities. Anticipation of a new industry locating to Clinton may require further system expansion in FY14-15. These effects will be under review in FY13-14.*

Personnel Costs

Personnel costs accounted for 63.4 percent of expenditures in the General Fund in FY11-12 when the city first implemented personnel cost goals. Existing high personnel costs make it difficult to increase compensation or employee positions without affecting operating and capital costs. The city continues to provide a high level of service and has demand for new services. In addition, capital costs for improved infrastructure and repair or replacement of aging facilities and equipment become increasingly expensive each year. To counter these issues and promote financial sustainability, the city will explore ways to increase efficiency in order to reduce personnel costs.

Short-term goals

- Implement new programs and processes at Public Works to increase efficiency and increase expendable man-hours- (2012) *311 system and green waste practices have reduced overtime.* (2013) *The City was able to drastically reduce hours and implement a new curbside-recycling program with no additional personnel cost in the Sanitation Division.*
- Suspend hiring for each position that becomes vacant for at least two months to evaluate the positions classification and/or necessity- (2012) *This policy has been instituted with exceptions granted by the City Manager for critical positions.* (2013) *This policy*



continues to be in effect. In FY12-13, the Administration, Fire, and Recreation Departments underwent restructuring because of this policy.

Long-term goals

- *Implement new technology to increase efficiency and employee productivity- (2012) City expects to expand 311 system uses to several departments and explore other software solutions. (2013) City has expanded 311 software in Public Utilities and purchased a similar program for the Fire Department.*
- *Reduce personnel costs by 5 percent over the next 5-7 years- General Fund personnel costs in the FY13-14 budget represent 59.3 percent, a 4.1 percent decrease from FY11-12. This is primarily due to cutting two vacant positions and establishing an inmate-labor work program in the Grounds Division in FY12-13 and converting two fulltime positions (1 Administration, 1 Recreation) to part-time positions.*

Tax Base Growth

The City of Clinton increased in population by 39 people between 2000 and 2010, a growth rate of .45 percent. Meanwhile, the areas immediately surrounding the city increased in population by 7.7 percent or nearly 700 people. By 2009, Clinton also experienced industrial loss and had six vacant industrial buildings. The result of slow growth and loss of industry in the city limits created a decrease in the city's assessed value from 2008 until revaluation in 2011. To counter these effects and promote financial sustainability, the city will explore ways to increase and diversify its tax base.

Short-term goals

- *Promote economic development downtown with improved infrastructure and public art and beautification, pedestrian, and tax incentive programs- (2012) The City completed its third Downtown Revitalization project and has experienced private investment in the downtown district. (2013) Interest in downtown has resulted public-private partnerships to create three new seasonal events, including a monthly summer concert series from May to September, and a revitalized farmers' market from April through October.*
- *Partner with Sampson County Economic Development Commission to market vacant industrial buildings- (2012) The Planning Department is working with the Sampson EDC and NC Main Street Program to develop a list of available properties in the downtown area. (2013) The city now has only two vacant industrial buildings. The City will begin a branding initiative and 20-year long-range plan in FY13-14.*
- *Offer tax incentives to promote industrial growth for new and existing industries- (2012) Tax policy is in place. (2013) Implemented successful facade grant program for downtown businesses.*



Long-term goals

- Examine existing city limits and evaluate potential areas of future growth outside the city that may be eligible for annexation- (2012) *New annexation laws in NC have made it difficult for cities to undertake involuntary annexation. Two neighborhoods, which the City has revitalized through CDBG, adjacent the city may consider voluntary annexation. (2013) The city has received voluntary annexation requests from one neighborhood and will seek the other upon completion of the CDBG project in FY13-14.*
- Extend utilities outside corporate limits to areas of high growth- (2012) *The City is preparing to expand utilities to the north and east of the city to accommodate prospective industrial growth. (2013) The city is evaluating expanding utility services to the east to accommodate a potential industry.*



The following policies are general in nature and set forth basic guidance for sound fiscal management decisions for the City of Clinton. The City's financial policies are founded on responsible fiscal and budgetary principles and they follow a framework established by the North Carolina Local Government Budget and Fiscal Control Act (LGBFCA).

Accounting Policy

The City maintains an accounting system in accordance with the North Carolina Local Government Budget and Fiscal Control Act. The City's accounting system displays details relating to the City's assets, liabilities, equities, revenues, and expenditures. The system shows appropriations and estimated revenues as established in the budget ordinance and each project ordinance as originally adopted and subsequently amended. An annual audit will be performed by an independent certified public accounting firm, which will issue an official opinion on the annual financial statements, with a management letter explaining recommended improvements, if required. *Prescribed by NC Local Government Budget and Fiscal Control Act*

Budget Amendment Policy

During the fiscal year, the budget must be amended to reflect changes to the original adopted budget ordinance. City Council can amend the budget ordinance at any time after its adoption pursuant to North Carolina General Statute (N.C.G.S) 159-15 as long as the ordinance, as amended, continues to satisfy the requirements of N.C.G.S. 159-8 and 159-13. N.C.G.S. 159-8 requires budgets to be balanced and N.C.G.S. 159-13 describes the form, adoption, limitations, tax levy, and filing of the budget ordinance. Budget amendments cannot increase or decrease the tax levy or alter a taxpayer's liability unless the City is ordered to do so by the courts or an authorized State agency. The Finance Director prepares budget amendments to present to the City Council for their approval. Budget amendments must be made prior to obligating funds in excess of adopted budget appropriations. Total increases in appropriations should equal total increases in revenues if new revenues are involved. In all situations, a brief description of the circumstances surrounding the amendment will be included on the face of the amendment or in the minutes where the amendment was approved. *Prescribed by NC Local Government Budget and Fiscal Control Act*

Capital Improvement Policy

The City will review and update annually a five-year Capital Improvement Plan (CIP), which details each capital project, estimated costs, project descriptions, and anticipated funding sources. Only the current year schedule, when adopted by City Council, becomes part of the operating budget. Future forecasts in the CIP serve the city by helping plan for capital repairs, replacements, and acquisitions, which aids in financial planning to ensure the city's fiscal health and credit. City staff will analyze each proposed project carefully before it is incorporated in CIP. *Adopted with initial CIP June 2009*



Cash Management & Investment Policy

This policy serves as a reference for the handling of all financial transactions in accordance with federal, North Carolina, and other legal requirements, including provisions of the North Carolina General Statutes, specifically The Local Government Budget and Fiscal Control Act. The policy provides guidance for cash receipts, mobilization, investments, disbursements, and monitoring.

Investment earnings are the interest collected on the City's idle cash. The criteria for selecting an investment includes that the maturity of the investment should coincide with the needs of the City to meet short term and long-term obligations and the rate of interest should be at least equivalent to the average rate of return available in the market place, while ensuring safety and liquidity. The City only invests idle cash in accordance with N.C.G.S. 159-30. Typical investments for the City include CDs and interest bearing accounts. *Adopted May 2013*

Debt Policy

In accordance with N.C.G.S. 159-55, the City's bounded indebtedness will not exceed eight (8) percent of the assessed valuation of the taxable property of the City. The term of any City debt issue shall not exceed the useful life of the asset for which the debt is issued. A financial analysis will accompany the CIP to illustrate the City's capacity to repay debt and identify the effects on financial indicators. The City will seek to maintain financial indicators within an acceptable level as compared to peer cities and will strive to maintain a net debt service ratio close to ten (10) percent. To reduce the amount debt incurred, the City will attempt to use pay-as-go financing when possible, particularly for capital assets with costs less than \$75,000. *Adopted with initial CIP June 2009*

Fund Balance Policy

It is necessary for the City to maintain undesignated available fund balance reserves and retained earnings to provide appropriate cash flow for operation of city services, to address emergencies and unexpected opportunities, to increase the potential for investment income, and to enhance the city's credit rating to provide the city the ability to borrow at the lowest possible interest rate.

General Fund. The NC Local Government Commission (LGC) is charged with overseeing the fiscal health of cities and counties and recommends a minimum undesignated available fund balance reserve of no less than eight percent (8%) of expenditures. All revenue in excess of expenditures realized at the end of any given fiscal year will be credited to unassigned fund balance to achieve an accepted level between 35 and 40 percent. The City will adjust this range as appropriate based upon recommendation from the LGC and the current financial outlook. Once the forty percent (40%) mark is realized, all revenue in excess of expenditures realized at the end of any given fiscal year may be assigned as capital reserves.

Water & Sewer Fund. All revenue in excess of expenditures realized at the end of any given fiscal year will be credited to unassigned retained earnings to achieve an accepted level between 47 and 53 percent. The City will adjust this range as appropriate based upon recommendation from the LGC and the current financial outlook. Once the 53 percent mark is realized, all



revenue in excess of expenditures realized at the end of any given fiscal year will be transferred to a capital reserve fund.

The City Manager is charged to annually monitor and report to City Council during the preparation of the annual operating budget regarding the status of available fund balance/retained earnings and compliance with the stated acceptable ranges. *Adopted July 2008, Revised June 2013*

Operating Budget Policies

Pursuant to North Carolina General Statutes 159-11, the City will adopt a balanced budget. The North Carolina Local Government Budget and Fiscal Control Act defines a balanced budget as the sum of estimated net revenues and appropriated fund balance in each fund is equal to appropriations in that fund.

The City operates under an annual budget ordinance adopted in accordance with the LGBFCA. The budget ordinance is the legal basis of the budgetary accounting system and the standard by which proposed expenditures are measured. All annual appropriations lapse at the fiscal year-end. City Council must approve and adopt any revisions to the original budget ordinance, which is recorded in the City minutes. Project ordinances are adopted for Governmental Capital Project Funds and the Water & Sewer Capital Project Funds. Project ordinances are on going until the project has been completed and closed. *Prescribed by NC Local Government Budget and Fiscal Control Act*

Purchasing Policy

Purchases approved by the Department Head for seven hundred and fifty dollars (\$750.00) or more require a Purchase Order. Any purchase expected to be two thousand and five hundred dollars (\$2,500.00) or more, will not only require a Purchase Order but will require the City Manager or Assistant City Manager's approval by signature on the Purchase Order. *Adopted January 2010*

Revenue Policy

The Finance Director prepares conservative revenue estimates based on revenues reasonably expected to be realized in the upcoming budget year, including amounts to be realized from collections of taxes levied in prior fiscal years. Major estimated revenue sources include ad valorem taxes, privilege licenses, sales taxes (Article 39, 40,42 and 44) including the hold harmless provision received from the State as a result of repealed reimbursements, ABC distribution, beer and wine taxes, utility franchise taxes, Powell Bill distribution, and sales and services including tipping fees and garbage fees. With each budget, the City Council adopts a fees schedule that the Finance Department reviews annually to determine appropriate fees related to the cost of providing services. *Adopted N/A*



Reporting Entity

The City of Clinton is a municipal corporation that is governed by an elected mayor and a five-member council. As required by generally accepted accounting principles, these financial statements present all funds and account groups that are controlled by or are financially dependent upon the City.

Basis of Presentation

The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts comprised of assets, liabilities, fund equity, revenues, and expenditures or expenses as appropriate. Fund accounting segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Governmental Funds

Governmental funds account for the City's governmental functions. The City of Clinton's governmental funds include:

General Fund. The General Fund is the largest and most important governmental fund. It is the primary operating fund of the city. Any transaction that cannot be accounted for in another fund is recorded in the General Fund. The primary revenue sources are ad valorem taxes, state-collected revenues, and various other taxes and licenses. The primary expenditures are for general government, public safety, and public works services.

Special Revenue Funds. Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. The City's special revenue funds include the Community Development Fund, Cemetery Fund, Downtown Tax District Fund, and the Fire Department Special Fund.

Capital Project Funds. Various Capital Project funds are used to account for financial resources to be used for non-major acquisitions or construction.

Proprietary Funds

Proprietary funds account for the City's business-like activities. There are two types of proprietary funds- enterprise funds and internal service funds. Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises. Internal service funds are similar to enterprise funds except they account for services performed by one department for another. The City has one enterprise fund:

Water & Sewer Fund. This fund is used to account for the City's water and sewer operations. The major revenue sources in this fund are water and sewer user charges.



Fiduciary Funds

Fiduciary funds account for resources the City holds in trust for individuals or other governments. The City does not maintain any fiduciary funds.

Basis of Accounting & Budgeting

In accordance with the North Carolina Budget and Fiscal Control Act, the budget is developed and adopted under the modified accrual basis of accounting, whereby revenues are recognized in the period they become available and measurable, and expenditures are recognized in the period the associated liability is incurred. During the fiscal year, budgets are maintained using the modified accrual basis. At fiscal year end, the City’s Audited Financial Statements are prepared using Generally Accepted Accounting Principles, or GAAP. All governmental funds are reported using the modified accrual basis of accounting. Although the annual financial statements report all proprietary funds using the full accrual basis of accounting, whereby revenues are recognized when earned and expenses recognized in the period incurred, for simplicity, the budget document reports all propriety funds’ prior year actuals using the modified accrual method.

Fund Type	Fund Category	Class	Basis of Accounting	Budgetary Accounting
General Fund	Governmental	Major	Modified Accrual	Modified Accrual
Special Revenue Fund	Governmental	Non-major	Modified Accrual	Modified Accrual
Capital Projects	Governmental	Non-major	Modified Accrual	Modified Accrual
Enterprise Fund	Proprietary	Major	Full Accrual	Modified Accrual

The City considers all revenues available if they are collected within 90 days after year-end, except for property taxes. Those revenues susceptible to accrual include investments, sales tax, and grants-in-aids earned. On a budgetary basis, revenues are recorded by source of revenue and expenditures are recorded by department, function, or project. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds and at the fund level for multi-year funds. Revenue sources include ad valorem taxes (property taxes), sales taxes, other taxes and licenses, restricted and unrestricted intergovernmental revenues, sales and services, investment earnings, other revenues, utility fees and charges, fund transfers, and fund balance appropriated. Expenditure functions are primarily budgeted at the departmental level but are grouped into five primary categories-general government, public safety, public works, public utilities, and non-departmental.



Department/Division	Fund Type	Function
Mayor & City Council	General Fund	General Government
Administration	General Fund	General Government
Finance-Human Resources	General Fund	General Government
Fire	General Fund	Public Safety
Garage	General Fund	Transportation
Grounds & Cemetery Maint.	General Fund	General Government
Planning & Development	General Fund	Economic & Physical Development
Police	General Fund	Public Safety
Recreation & Parks	General Fund	Cultural & Recreation
Sanitation	General Fund	Environmental Protection
Streets	General Fund	Transportation
Utility Line Maintenance	Enterprise Fund	Public Utilities
Wastewater Treatment	Enterprise Fund	Public Utilities
Water Production	Enterprise Fund	Public Utilities
Community Development	Special Revenue Fund	Economic & Physical Development
Cemetery Fund	Special Revenue Fund	General Government
Downtown Special Tax	Special Revenue Fund	Economic & Physical Development
Fire Dept. Special	Special Revenue Fund	Public Safety

Budgetary Data

The City Council adopts the budget as required by the North Carolina General Statutes. An annual budget is adopted for the General Fund, Special Revenues Funds, and the Water & Sewer Fund. All annual appropriations lapse at the fiscal year-end. Project ordinances are adopted for the Capital Project Funds and the Enterprise Capital Projects Funds. Expenditures may not legally exceed appropriations at the department level for all annually budgeted funds. The City Manager is authorized by the Council to transfer appropriations within a fund up to \$2,500. Budget amendments are required for any revisions that alter total expenditures of any fund or that change functional appropriations by more than \$2,500. All amendments must be approved by City Council. If necessary, City Council must adopt an interim budget that covers the period from July 1 until the annual budget ordinance can be adopted.

Budget Calendar

North Carolina General Statutes 159-10 through 159-13 set forth requirements for a budget calendar to denote specific days on which certain steps of the budget process are to be performed. The City’s complete budget calendar can be viewed under the *Budget Calendar* section of the budget document.

N.C.G.S. prescribed dates:



N.C.G.S. 159-10

Before April 30 of each fiscal year (or an earlier date fixed by the budget officer), each department head shall transmit to the budget officer the budget requests and revenue estimates for his department for the budget year.

N.C.G.S. 159-11 (b)

The budget, together with a budget message, shall be submitted to the governing board no later than June 1.

N.C.G.S. 159-1 (a)

Not earlier than 10 days after the day the budget is presented to the board and not later than July 1, the governing board shall adopt a budget ordinance making appropriations and levying taxes for the budget year in such sums as the board may consider sufficient and proper, whether greater or less than the sums recommended in the budget.

**City of Clinton
Fiscal Year 2013-2014 Preparation
Budget Calendar**

Thursday, November 15, 2012	Strategic planning, goal & priority setting/confirmation workshop with City Council
Thursday, November 29, 2012	Departments begin meeting internally to develop CIP project requests
Tuesday, December 18, 2012	Capital planning workshop with City Council
Wednesday, January 2, 2013	Departments submit CIP project requests to Finance & Administration
Wednesday, January 2 – 7, 2013	City Manager & Assistant Manager-Finance Director review CIP project requests
Tuesday, January 8 – February 4, 2013	Department Heads meet with City Manager & Finance staff to discuss CIP project requests
Monday, February 4 – 18, 2013	CIP project impact & financial analysis is completed to prepare for operating budget



Tuesday, February 12, 2013	City Manager & Finance staff rank CIP project requests & establish a priority list
Tuesday, February 12, 2013	Strategic planning workshop with City Council
Tuesday, February 19, 2013	CIP workshop with City Council
Friday, March 1, 2013	Budget packages delivered to departments
Friday, March 29, 2013	Departments submit budget request
Monday, April 1 – April 30, 2013	City Manager & Finance staff review budget requests & prepare recommendations
Friday, May 10, 2013	Submit CIP & preliminary FY13-14 budget to City Council
Tuesday, May 14, 2013	Budget workshop with City Council
Tuesday, May 21, 2013	Budget workshop with City Council
Friday, May 31, 2013	Submit proposed FY13-14 budget to City Council for review
Tuesday, June 4, 2013	City Council holds public hearing regarding proposed FY13-14 budget
Tuesday, June 18, 2013	City Council adopts FY2013-2014 Budget
Monday, July 1, 2013	Fiscal Year 2013-2014 begins



The importance of the budget cannot be overstated. The budget document outlines policy direction, guides management decisions, and provides citizens with an understanding of how the City uses public money, establishing accountability. The City operates under an annual budget ordinance adopted by the City Council in accordance with the provisions of N.C.G.S. 159, also known as the Local Government Budget and Fiscal Control Act (LGBFCA). The City Council must adopt a balanced budget by July 1. Five phases shape the budget process: 1) goal setting and direction, 2) preparation and requests, 3) adoption, 4) implementation, and 5) summary of transactions.

Goal Setting & Direction

Because the budget is such an important tool, it is important that clear goals and direction be established before actual preparation begins. In the fall of each year, City Council and city staff meet to evaluate Council's existing goals and directives and to discuss any needed changes to those goals. By establishing clear goal and directives, City Council provides city staff with direction in setting priorities that help guide budget formulation. Additionally, City Council and staff meet in another workshop setting in the spring as department heads are submitting their requests. The purpose of this meeting is to review the goals and directives and to address other priorities that may have arisen in the months since the initial fall workshop.

Preparation & Requests

Preparation for the City budget begins in December with planning for the Capital Improvement Plan (CIP). Department heads meet with their staff to determine the capital needs within each division. Department heads are responsible for completing the appropriate CIP project forms and submitting their requests by the middle of January. Once CIP requests are made, the City Manager and Assistant City Manager-Finance Director work to develop revenue and expenditure projections to estimate the CIP effects on the city's operating budget and financial condition. The Assistant City Manager-Finance Director meets with the City Manager to prioritize the projects and determine when and how to finance them within the CIP. In mid-February, city staff presents the CIP to City Council at a workshop to receive feedback and further direction in developing the final CIP.

On March 1, the Assistant City Manager-Finance Director provides each department head with a budget packet containing their current operating budget and instructions. Department heads are responsible for estimating departmental expenditures and submitting their requests and proposed departmental budgets by April 1. The Assistant City Manager-Finance Director develops revenues estimates and meets with the City Manager to begin determining department allocations. Allocations are based on City Council priorities and maintaining core services. Once the City Manager, in conjunction with the Assistant City Manager-Finance Director, develops a balanced budget, it is presented to City Council at a budget workshop in May to receive feedback and direction. After the workshop, the City Manager makes the necessary revisions and submits the budget to City Council for a public hearing the first week in June to receive citizen input. Final revisions are then made and the City Manager officially submits the budget to City Council for approval at a special meeting in mid- to late-June.



Adoption

In late June, City Council officially adopts the budget by approving a budget ordinance. The budget ordinance establishes the spending limits for each department in the upcoming fiscal year. The adopted budget document is a guide that provides City Council and management staff with a mechanism for evaluating budgetary and organizational performance.

Implementation

Once the budget is adopted, departments have the ability to submit requisitions and obtain purchase orders from the Finance Department. The purchase orders represent the specific amount of money each department is spending for a specific item or service to perform city services. The implementation phase may also include budget transfers and budget amendments throughout the fiscal year. Changes in revenues and expenditures can occur that require the budget to be amended or funds to be transferred between accounts to adjust to the changes. Transfers and amendments allow City Council and the management staff to be proactive in addressing changes in the economy or taking advantage of unforeseen opportunities. Budget transfers and amendments must adhere to the balanced budget requirements and impose no additional tax levy liability on citizens.

Budget Transfers & Amendments

A budget transfer occurs when allocated resources within the departmental budget are transferred from one line item revenue or expenditure to another line item. A department head may request a transfer or the Finance Director may notice the need for a transfer and make a recommendation to the City Manager for the transfer. If the City Manager approves the transfer, he will notify City Council.

A budget amendment typically involves larger sums of money being transferred between accounts or departments or is needed to address needs for increases in resources. The Finance Director prepares budget amendments and submits them to City Council for approval.

Summary of Transactions

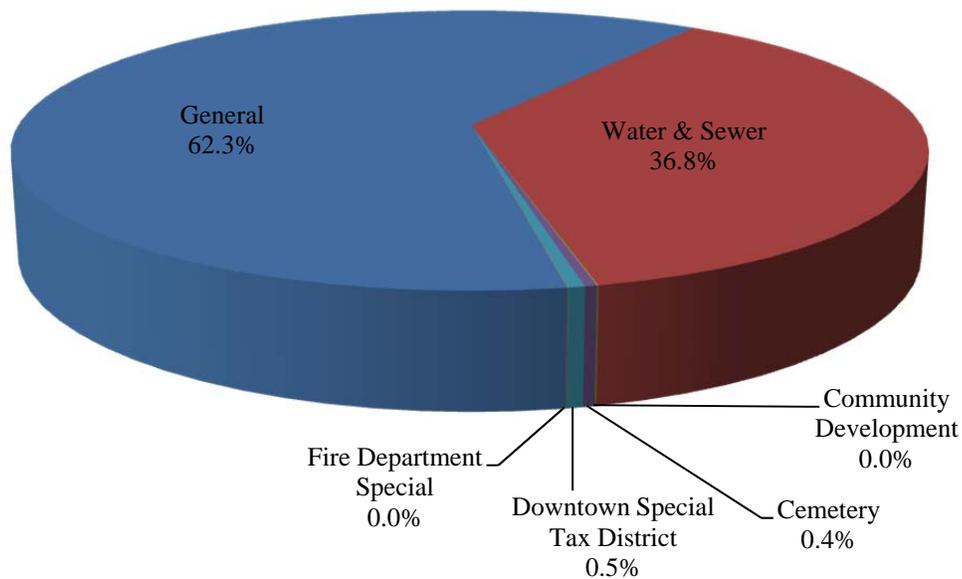
The final phase of the budget process involves reporting on all financial transactions throughout the fiscal year and performing a financial audit. The Finance Director prepares monthly reports throughout the fiscal year so that City Council and management can monitor the city's expenditures and revenues. At the end of the year, the Finance Director is responsible for generating an end-of-year report that details the city's expenditures and revenues for each fund. This is done with the help of an independent auditor who annually reviews the city's finances in order to certify that the final reports accurately represent the city's financial condition. The Annual Financial Information Report (AFIR) must be submitted to the NC Department of State Treasurer by November 1, of the following fiscal year. Current and past annual reports are available for citizen review at City Hall or online for the past six (6) years through the NC Department of State Treasurer website.



City Revenues

City Revenues by Fund					
Fund	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$8,753,426	\$10,094,050	\$9,836,993	\$8,818,300	-12.64%
Water & Sewer	\$4,833,912	\$5,002,935	\$4,917,218	\$5,203,600	4.01%
Community Development	\$7,825	\$7,000	\$6,100	\$6,500	-7.14%
Cemetery	\$50,500	\$40,000	\$41,500	\$50,000	25.00%
Downtown Special Tax	\$62,908	\$76,500	\$68,177	\$71,000	-7.19%
Fire Department Special	\$500	\$3,000	\$500	\$2,500	-16.67%
Total	\$13,709,071	\$15,223,485	\$14,870,488	\$14,151,900	-7.04%

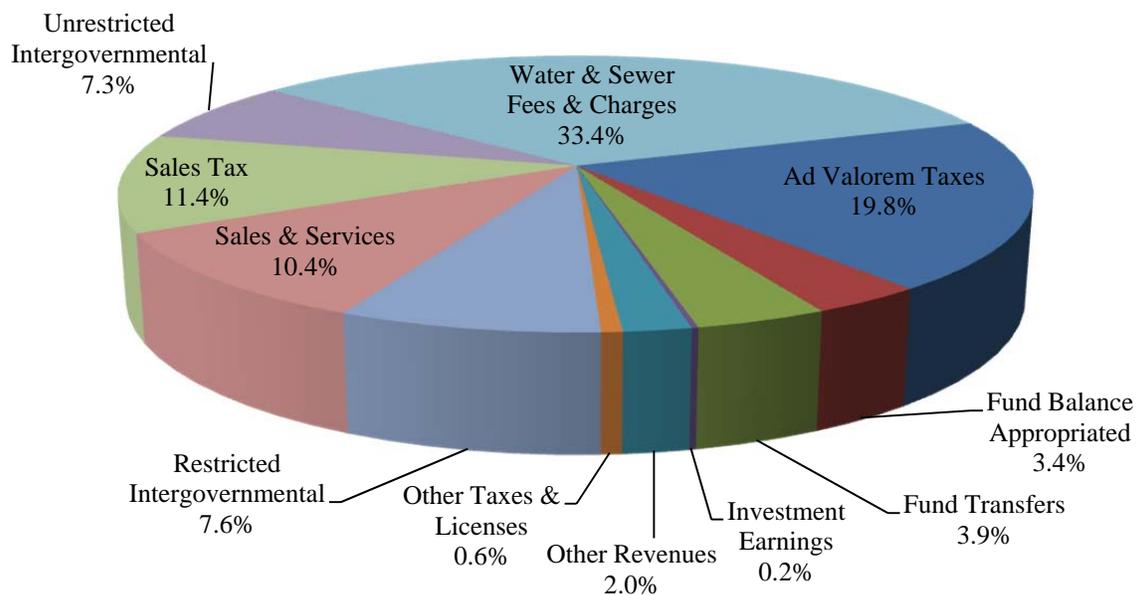
City Revenues by Fund FY13-14





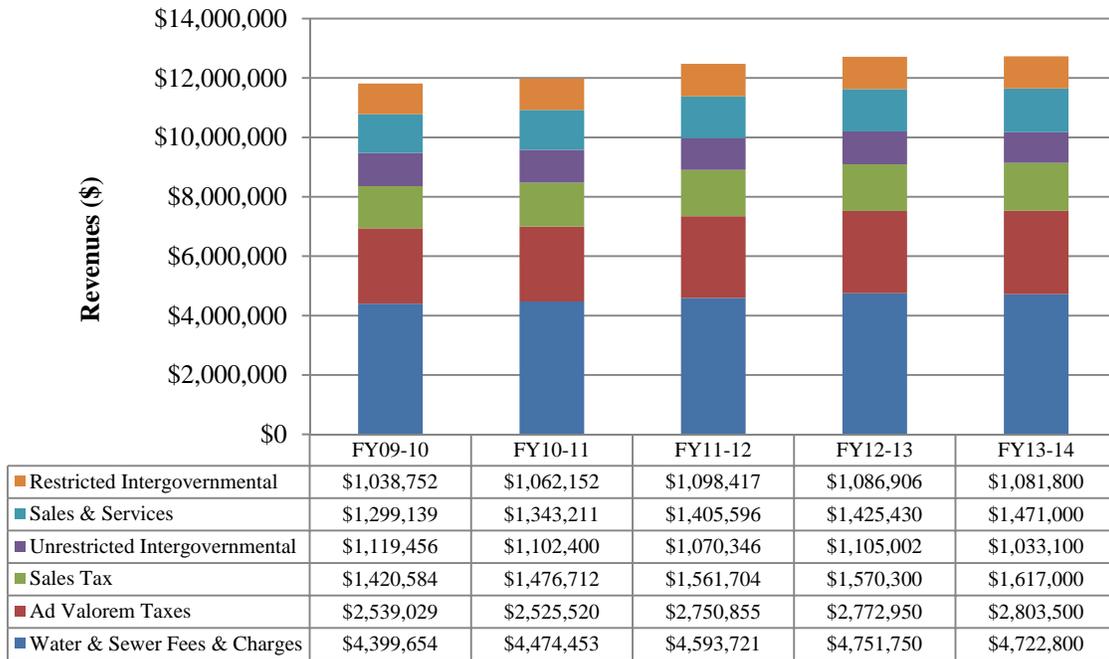
Total City Revenues by Source					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Ad Valorem Taxes	\$2,750,855	\$2,787,350	\$2,772,950	\$2,803,500	0.58%
Fund Balance Appropriated	\$0	\$663,085	\$125,000	\$480,000	-27.61%
Fund Transfers	\$395,275	\$439,500	\$439,500	\$548,000	24.69%
Investment Earnings	\$19,366	\$34,000	\$23,650	\$27,500	-19.12%
Other Revenues	\$660,702	\$1,463,800	\$1,483,112	\$280,200	-80.86%
Other Taxes & Licenses	\$153,089	\$146,500	\$86,888	\$87,000	-40.61%
Restricted Intergovernmental	\$1,098,417	\$1,106,600	\$1,086,906	\$1,081,800	-2.24%
Sales & Services	\$1,405,596	\$1,468,400	\$1,425,430	\$1,471,000	0.18%
Sales Tax	\$1,561,704	\$1,585,000	\$1,570,300	\$1,617,000	2.02%
Unrestricted Intergovernmental	\$1,070,346	\$1,107,900	\$1,105,002	\$1,033,100	-6.75%
Water & Sewer Fees & Charges	\$4,593,721	\$4,421,350	\$4,751,750	\$4,722,800	6.82%
Total	\$13,709,071	\$15,223,485	\$14,870,488	\$14,151,900	-7.04%

City Revenues by Source FY13-14

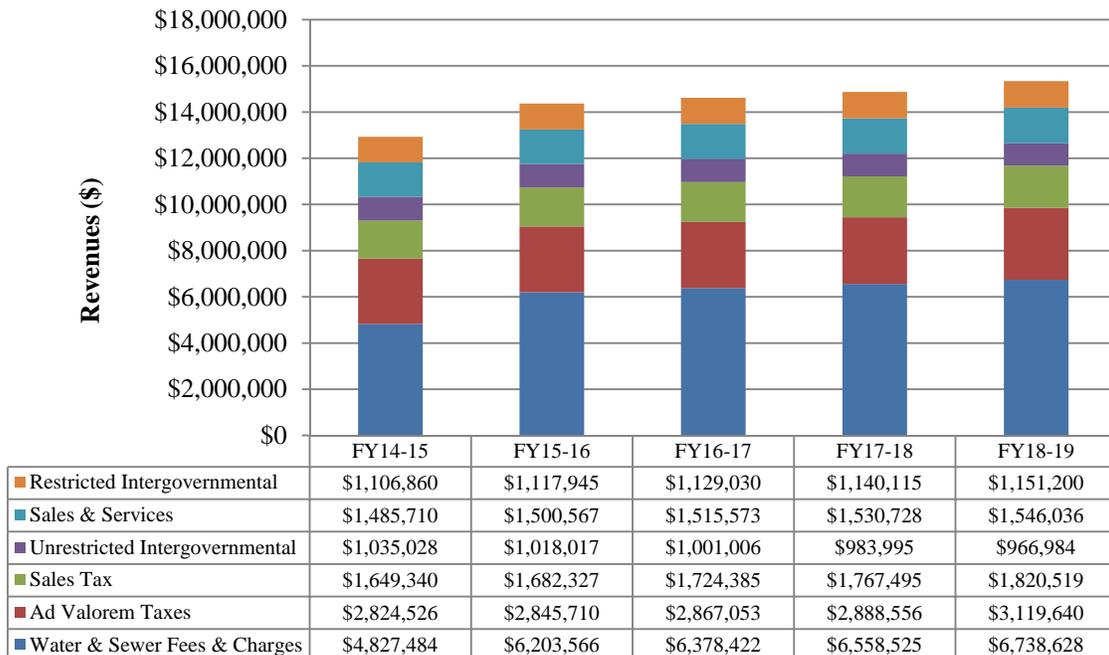




Major City Revenues by Source: Multiyear Comparison



Major City Revenues by Source Projections

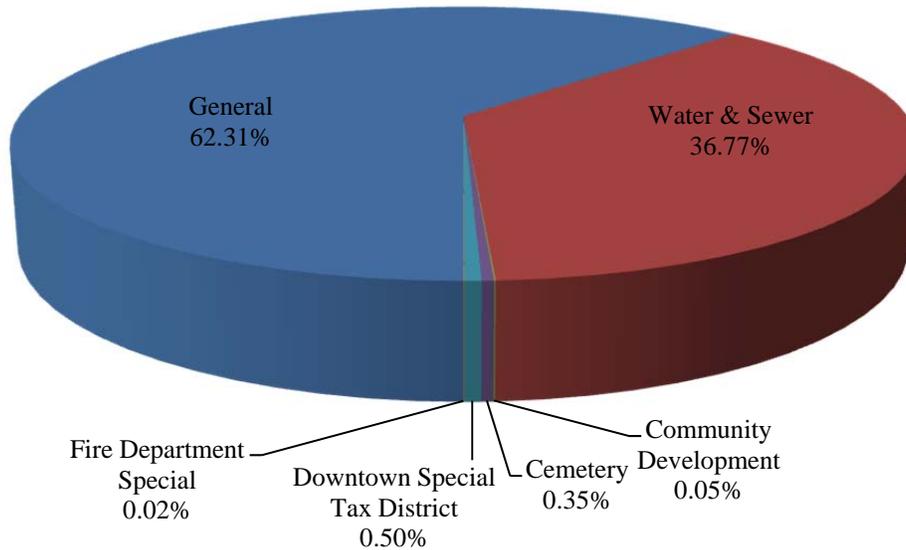




City Expenditures

City Expenditures by Fund					
Fund	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$8,851,354	\$10,094,050	\$9,881,302	\$8,818,300	-12.64%
Water & Sewer	\$4,459,303	\$5,002,935	\$4,742,314	\$5,203,600	4.01%
Community Development	\$0	\$7,000	\$0	\$6,500	-7.14%
Cemetery	\$60,000	\$40,000	\$40,000	\$50,000	25.00%
Downtown Special Tax	\$58,965	\$76,500	\$73,421	\$71,000	-7.19%
Fire Department Special	\$2,568	\$3,000	\$3,000	\$2,500	-16.67%
Total	\$13,432,190	\$15,223,485	\$14,740,037	\$14,151,900	-7.04%

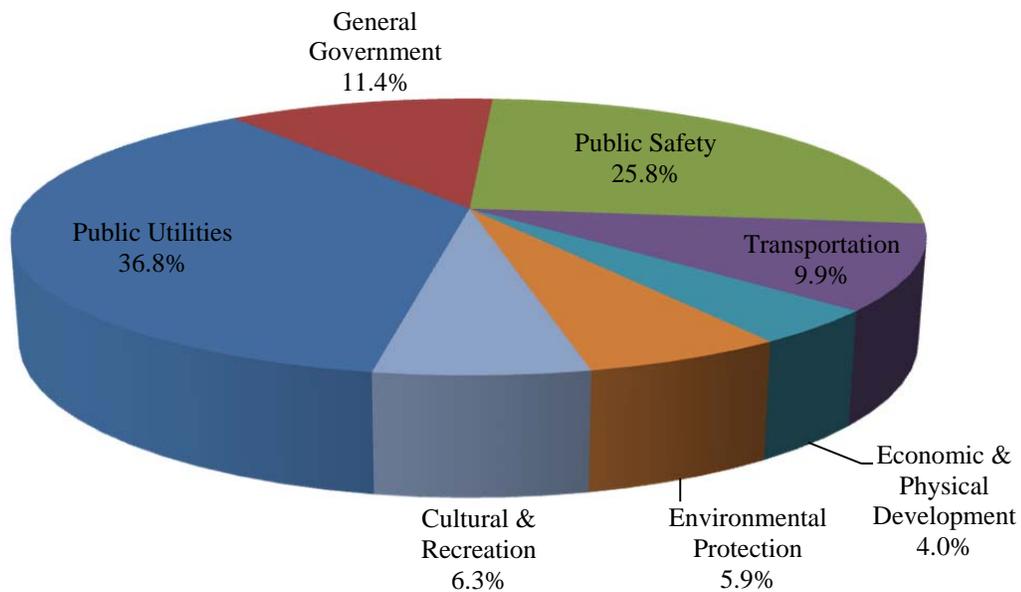
City Expenditures by Fund





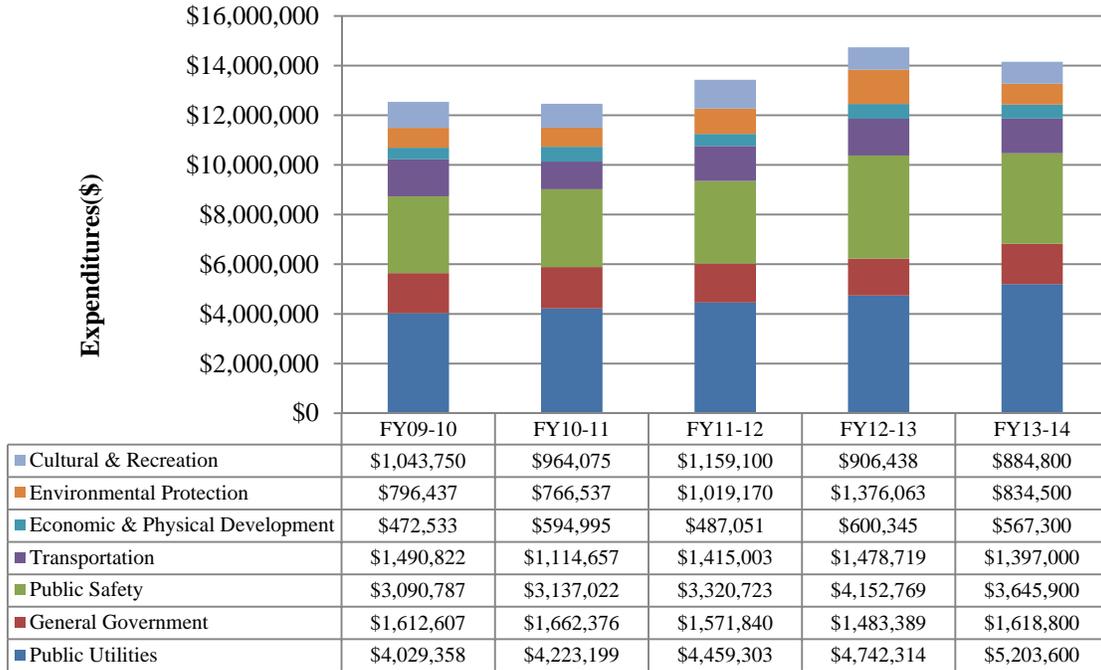
Total City Expenditures by Function					
Function	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Public Utilities	\$4,459,303	\$5,002,935	\$4,742,314	\$5,203,600	4.01%
General Government	\$1,571,840	\$1,520,450	\$1,483,389	\$1,618,800	6.47%
Public Safety	\$3,320,723	\$4,218,100	\$4,152,769	\$3,645,900	-13.57%
Transportation	\$1,415,003	\$1,512,400	\$1,478,719	\$1,397,000	-7.63%
Economic & Physical Dev.	\$487,051	\$621,000	\$600,345	\$567,300	-8.65%
Environmental Protection	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%
Cultural & Recreation	\$1,159,100	\$943,100	\$906,438	\$884,800	-6.18%
Total	\$13,432,190	\$15,223,485	\$14,740,037	\$14,151,900	-7.04%

City Expenditures by Function FY13-14

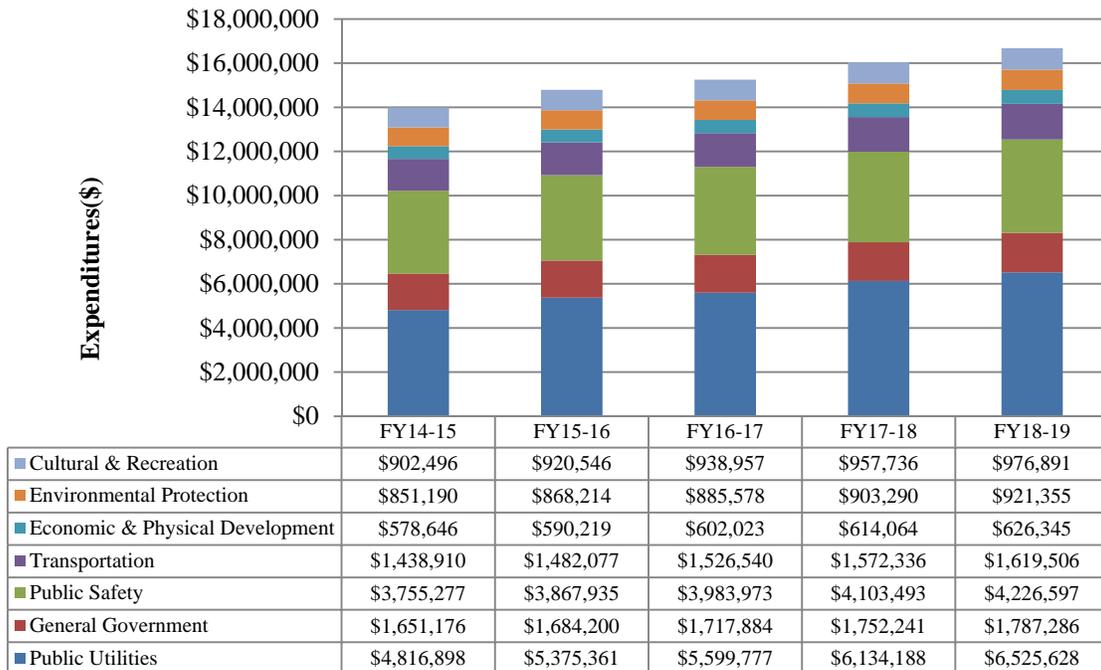




City Expenditures by Function: Multiyear Comparison



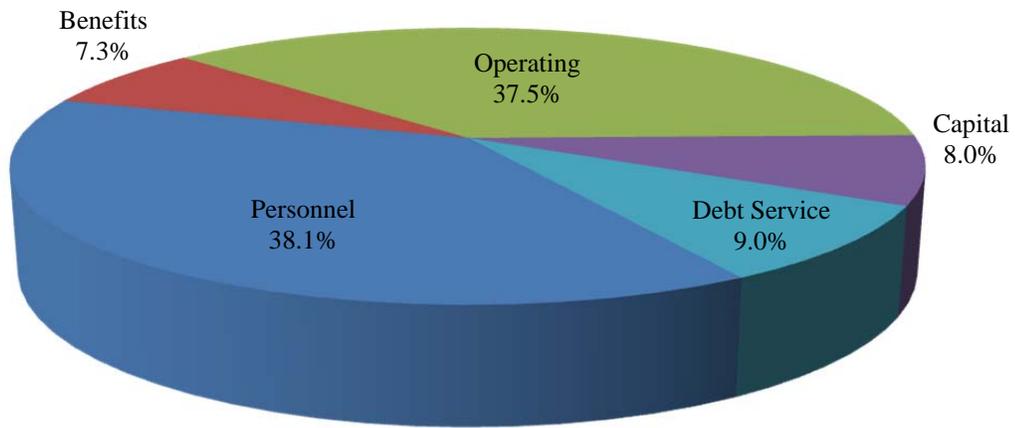
City Expenditures by Function Projections





Total City Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$5,058,832	\$5,211,850	\$5,142,627	\$5,398,300	3.58%
Benefits	\$963,212	\$942,650	\$918,136	\$1,034,600	9.75%
Operating	\$5,147,803	\$5,730,100	\$5,454,175	\$5,312,400	-7.29%
Capital	\$1,034,080	\$2,084,285	\$1,973,126	\$1,136,000	-45.50%
Debt Service	\$1,228,264	\$1,254,600	\$1,251,973	\$1,270,600	1.28%
Total	\$13,432,190	\$15,223,485	\$14,740,037	\$14,151,900	-7.04%

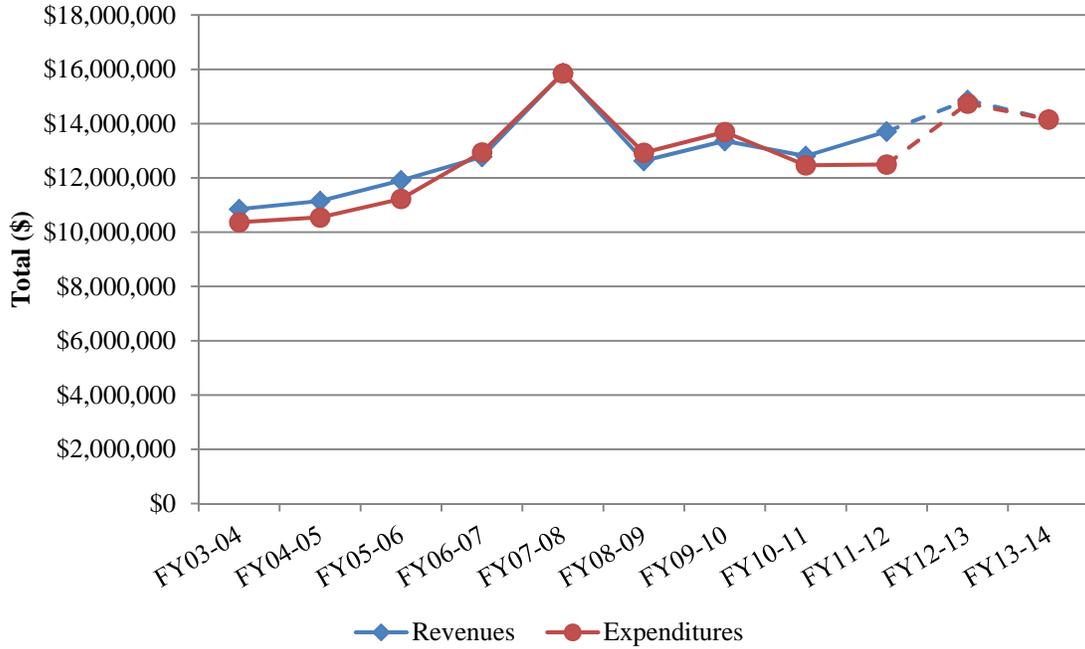
Total City Expenditures by Type FY13-14



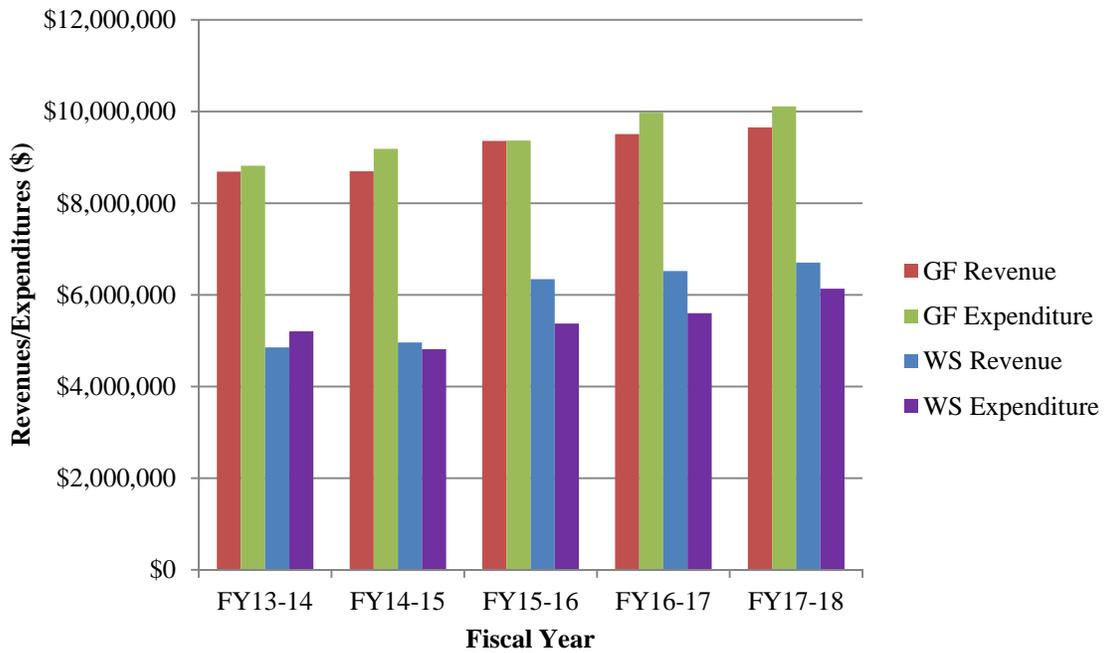


Revenues vs. Expenditures

City Revenue & Expenditure Trends



Forecasted City Revenues vs. Expenditures





Combined Statement of Revenues and Expenditures

Revenue	FY 11-12 Actual	FY 12-13 Estimate	FY 13-14 Budget
Ad Valorem Taxes	\$ 2,750,855	\$ 2,772,950	\$ 2,803,500
Investment Earnings	19,366	23,650	27,500
Other Revenues	550,502	433,412	280,200
Other Taxes & Licenses	153,089	86,888	87,000
Restricted Intergovernmental	1,098,417	1,086,906	1,081,800
Sales & Services	1,405,596	1,425,430	1,471,000
Sales Tax	1,561,704	1,570,300	1,617,000
Unrestricted Intergovernmental	1,070,346	1,105,002	1,033,100
Water & Sewer Fees & Charges	4,593,721	4,751,750	4,722,800
Total Revenues	13,203,596	13,256,288	13,123,900
Expenditure	FY 11-12 Actual	FY 12-13 Estimate	FY 13-14 Budget
Public Utilities	3,243,146	3,521,661	3,764,800
General Government	1,408,211	1,228,580	1,237,700
Public Safety	3,186,605	3,317,362	3,484,100
Transportation	1,158,188	1,113,135	1,115,000
Economic & Physical Development	487,051	600,345	567,300
Environmental Protection	798,237	876,453	691,600
Cultural & Recreation	888,408	857,402	884,800
Capital Outlay	1,034,080	1,973,126	1,136,000
Debt Service	1,228,264	1,251,973	1,270,600
Total Expenditures	13,432,190	14,740,037	14,151,900
Excess of Revenues Over/(Under) Expenditures	(228,594)	(1,483,749)	(1,028,000)
Other Financing Sources			
Transfers In	395,275	439,500	548,000
Transfers Out			
Debt Proceeds	110,200	1,049,700	0
Appropriated Fund Balance	0	125,000	480,000
Total Other Financing Sources	505,475	1,614,200	1,028,000
Net Change in Fund Balance	276,881	5,451	(480,000)
Fund Balance Beginning	6,034,365	6,311,246	6,316,697
Fund Balance Ending	\$ 6,311,246	\$ 6,316,697	\$ 5,836,697



Ad Valorem Taxes

Ad valorem taxes are based on a \$0.40 tax rate per \$100 of assessed valuation (estimated at \$2,743,400 with a 97.3 percent collection rate in the General Fund). This amount is slightly higher than the FY12-13 budget amount. The State is implementing a new vehicle tax and tag program that is expected to increase collections rates of vehicle taxes. This program accounts for most of the ad valorem increase. Sampson County underwent revaluation in January 2011, in which the city experienced an 11 percent increase in property values over the county's last revaluation in 2003. The city continues to experience minimal growth during the slow economy, leading to a relatively flat projection for ad valorem revenues.

Local Option Sales Tax

The North Carolina League of Municipalities (NCLM) expects statewide growth in local sales tax to be from 3.0 to 3.5 percent. The City projected an increase in sales of 1.5 percent from FY11-12 to FY12-13. That projection appears to be close. With that in mind, sales tax revenue estimates for FY13-14 represent a 2.0 percent increase over budget revenue estimates for FY12-13.

Other Taxes & Licenses

Automobile licenses have been around \$30,000 consistently for several years. There is no indication this will change for FY13-14. The largest portion of other taxes and licenses is privilege license revenue. Privilege license fees increased significantly in FY11-12 and FY12-13 due to new internet sweepstakes establishments. As of January 2013, however, NC state law no longer permits these establishments. Privilege license fees account for \$55,000 in FY13-14, which represents a 52 percent decrease.

Unrestricted Intergovernmental

Clinton receives utility franchise taxes, video programming revenues, and beer and wine taxes from the State. The utility franchise taxes include proceeds from state taxes on electric, gas, and telephone companies. Reports from the NCLM indicate that revenues from the electric and piped natural gas franchise taxes will increase while telecommunications tax revenues will decrease. Collectively, the FY13-14 budget includes revenue estimates for utility franchise taxes to be similar to FY12-13.

Video programming revenues, generated from sales tax on video programming, direct-to-home satellite service, and telecommunications, had been flat for the city until growth in FY12-13. For FY13-14, the City estimates \$43,400 in CATV revenues, corresponding to the expected statewide decrease in video programming revenues.

The Beer and Wine Tax includes an excise tax on beer and wine that is distributed based on a per capita basis. Distributions for FY12-13 were 4 percent lower statewide than originally projected. The NCLM projects a two (2) percent increase for FY13-14. The FY13-14 budget represents an increase of \$600 over FY12-13.



Restricted Governmental

The NCLM reports that gas tax revenues for FY12-13 Powell Bill allocations were down by less than one (1) percent from FY11-12. Total Powell Bill allocations for FY13-14 are expected to decrease by about .3 percent. Seventy-five (75) percent of the Powell Bill distribution is calculated based on municipal populations. The projected per capita allocation for the FY13-14 Powell Bill distribution is \$20.16. The remaining 25 percent of the distribution is allocated based on the number of city-maintained street system miles in each municipality. The projected value of the mileage-based allocation for the FY13-14 Powell Bill distribution is \$1,596 per street mile. Using these values, the City estimates its 2013 Powell Bill allocation to be \$253,000, less than one percent decrease from the FY12-13 budgeted amount.

Contributions from other agencies, including Sampson County, Clinton City Schools, Sampson Community College, and the Eastern Regional Housing Authority are determined by established contracts or agreements. Sampson County provides revenues for planning services and special rescue services by the Clinton Fire Department outside the city limits. The county's planning contribution is increased slightly as the planning department budget is 2.8 percent higher than FY12-13. Other county contributions remain consistent. Revenues from the other agencies are for resource officers on respective campuses. These revenues will increase minimally with the one (1) percent cost of living increase and potential merit increases in employee salaries.

As part of the agreement to provide Sampson County with planning and zoning services, Sampson County provides funds for half the Planning Department budget. The department's budget has remained relatively the same over the past few years. The County's contribution for planning services for FY13-14 will be \$156,800.

Fire tax collections represent revenues collected from residents within the Clinton Fire District who do not live within the City's corporate limits. The city expects a \$430,000 in this line item for FY13-14.

The Solid Waste Disposal Tax is levied by the State on municipal solid waste and construction and demolition debris that is deposited in a landfill in the state or transferred at a transfer station for disposal outside the state. Cities receive 18.75 percent on a per capita basis for solid waste management programs and services. FY12-13 revenues were comparable to FY12-13. The NCLM projects revenues for FY13-14 to remain flat.

Sales & Services

Sales and services fees primarily consist of revenues from residential and commercial garbage collection and recreation participation and facility user fees. Residential garbage collection accounts for \$573,000 in the FY13-14 budget and commercial collection and cardboard container rentals account for \$688,000. The residential garbage collection rate for FY13-14 is \$15.00, a \$.50 increase from FY12-13 that will generate \$18,000. Starting in FY13-14, commercial collection fees and cardboard container rentals are two separate accounts for better monitoring.



Other Revenues

Other revenues represent miscellaneous revenues such as court fees, parking fines, or false alarm fines that do not easily fit into other categories. These revenues account for \$144,500 in the FY13-14 budget. This amount is down significantly compared to FY12-13 because the FY12-13 numbers are inflated from over \$1 million in loan proceeds. The City does not intend to finance any capital projects in the General Fund in FY13-14.

Investment Earnings

Low interest rates have resulted in significant decreases in City revenues from investment earnings over the past few years. The estimate for FY13-14 in the General Fund is \$10,000, which represents a decrease from FY12-13. The estimate for the Water and Sewer Fund for FY13-14 is \$12,000. The lack of interest rates capable of producing a significant yield has led to conservative investment earnings estimates. Significant investment revenues will not be available until the national economy has rebounded considerably from the recession.

Water & Sewer Charges

The City estimates revenues of approximately \$4.26 million from water and sewer charges in FY13-14, a 7.2 percent increase over budgeted revenues for FY12-13. The City is raising water and sewer rates by 1.6 percent to adjust for inflation. Additional revenue growth is based on a meter-testing program that has already generated increased revenues the past two years without rate increases.

Fund Transfers

Fund transfers consist of revenues resulting from transfers from other funds. The largest transfer is from the Water and Sewer Fund to General Fund to account for water and sewer related expenses in the finance and administration departments.

Fund Balances

The City plans to appropriate fund balance from the General Fund and Water and Sewer Fund in the FY13-14 budget. These allocations are for capital costs and within guidelines established in the City's fund balance and retained earnings policies.



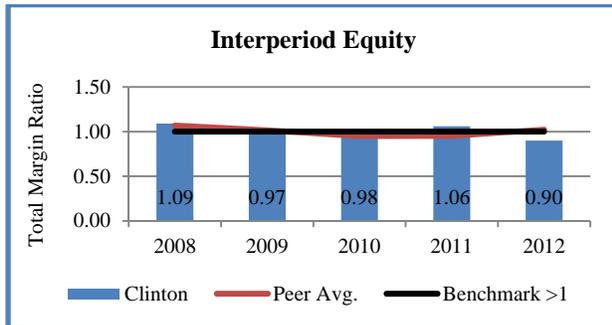
Clinton's strong financial condition is the result of conservative fiscal policies coupled with strong budgetary management. Even during the current recession, the City maintains a fund balance percentage above many of its peer cities. In addition, the City has only appropriated fund balance reserves to cover capital project costs. The city's financial condition has earned it credit ratings of A+ from Standard & Poor's Corporation, A3 with Moody's Investors Service Inc., and an 82 from the North Carolina Municipal Council. These ratings represent strong financial standing and are among the highest for municipalities of similar size.

Several financial dimensions and indicators, such as service obligation, dependency, financing obligation, solvency, and leverage illustrate the city's financial condition. This section presents the city's financial condition in terms of these indicators and in comparison with peer cities to illustrate Clinton's financial strength. The peer group in these analyses includes five (5) municipalities that share similar characteristics to Clinton in terms of population, geography, assessed value, services provided, and annual operating budget. The data in these analyses are collected from the Local Government Commission (LGC) and, therefore, do not include debt that does not require LGC approval.

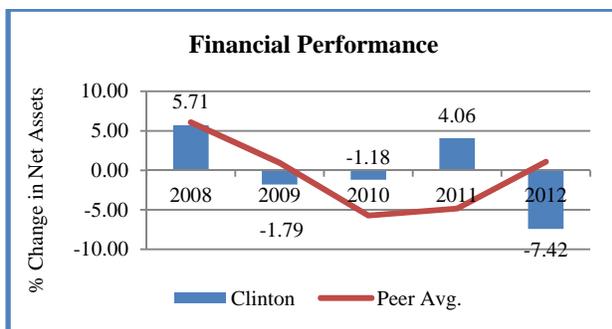
For the charts below, blue borders identify resource flow indicators and red borders identify resource stock indicators. The analyses examine governmental activities, the General Fund, and the Water and Sewer Fund.



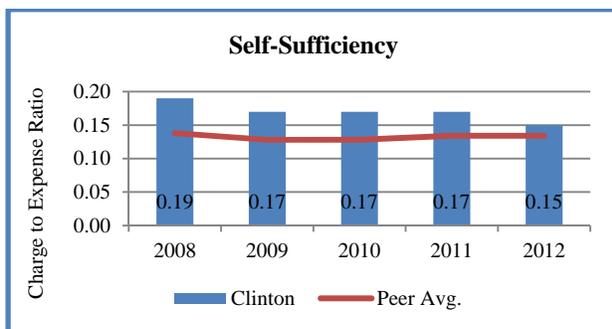
Financial Condition Analysis of Governmental Activities



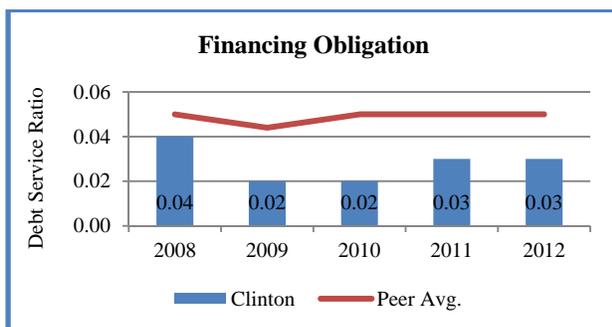
Interperiod equity measures whether or not a local government lived within its financial means. The total margin ratio (total financial resources divided by total financial obligations) is used to analyze this dimension of resource flow. A ratio of one or higher indicates resources met or exceeded obligation.



Financial performance shows how much a government's financial position improved or deteriorated because of resource flow. The percent change in net assets is calculated as the change in net assets divided by net assets, beginning. A positive percent change indicates an improved financial position.



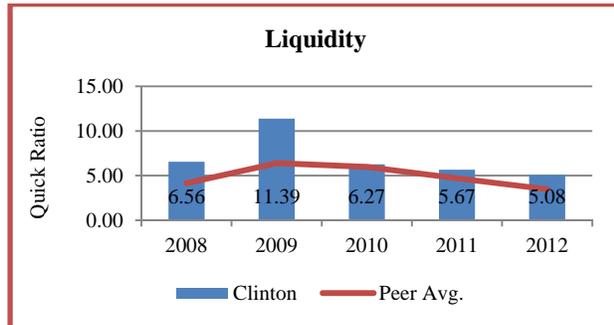
Self-sufficiency addresses the extent to which charges for services covered total expenses. The charge-to-expense ratio is calculated as charges for services divided by total expenses. A ratio of one or higher indicates that service charges cover expenses.



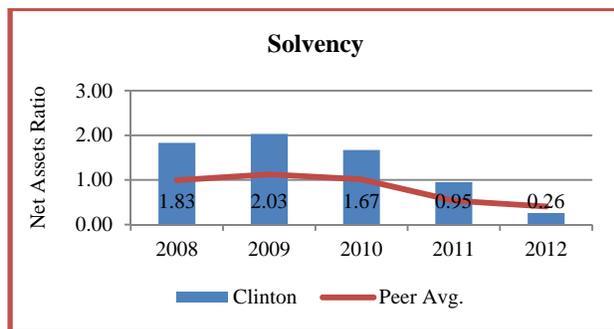
Financing obligation looks at service flexibility by determining the amount of total expenses committed to annual debt service. The debt service ratio is calculated as annual debt service divided by total expenses. A high ratio may restrict the availability of services as resources are committed to debt service.



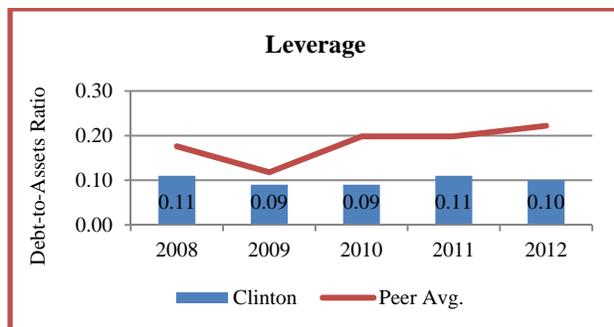
Governmental Activities Continued



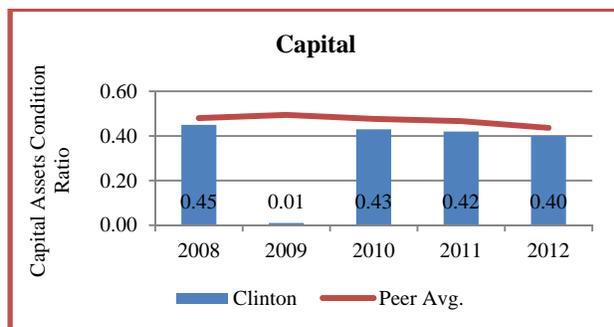
Liquidity measures a government's ability to meet its short-term obligations. The quick ratio (cash & investments divided by current liabilities) is used to analyze this dimension of resource stock. A high ratio indicates the ability to meet short-term obligations.



Solvency measures a government's ability to meet long-term obligations. The net assets ratio is calculated as unrestricted net assets divided by total liabilities. A high ratio indicates the ability to meet long-term obligations.



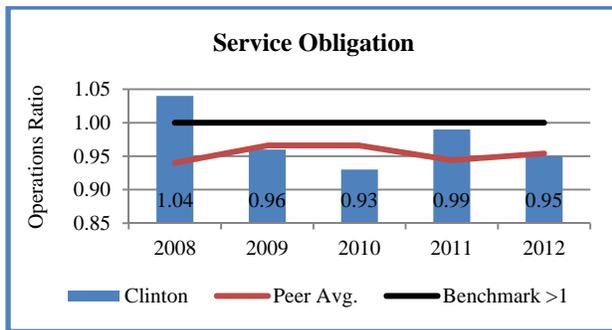
Leverage measures the extent to which total assets are financed with long-term debt. The debt-to-assets ratio is calculated as long-term debt divided by total assets. A high ratio may indicate too much reliance on debt for financing assets.



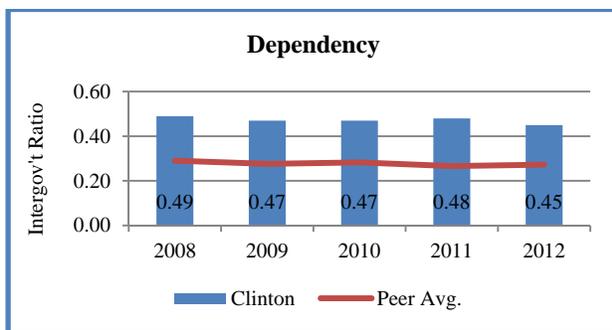
Capital is the condition of capital assets as defined by their remaining useful life. The capital assets condition ratio is calculated as accumulated depreciation divided by capital assets being depreciated. This result is then subtracted from one. Higher ratios indicate adequate investment in capital needs.



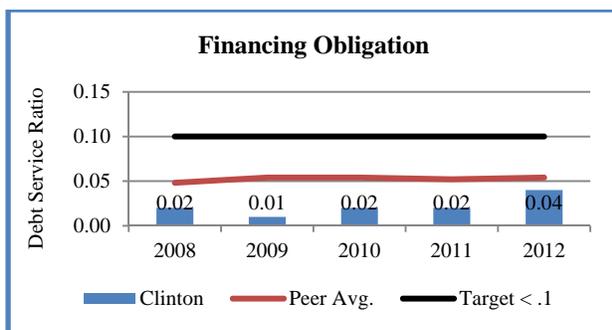
Financial Condition Analysis of the General Fund



Service obligation measures whether or not a government's annual revenues were sufficient to pay for annual operations. The operations ratio is calculated as total revenues divided by total expenditures (plus transfers to debt service fund). A ratio of one or higher indicates revenues are sufficient to cover expenditures.



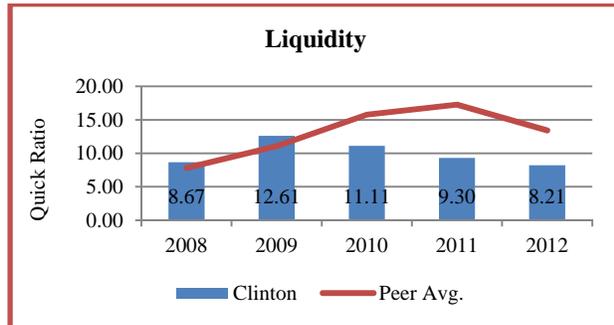
Dependency measures the extent to which a government relies on other governments for resources. The intergovernmental ratio is calculated as total intergovernmental revenue divided by total revenue. Higher ratios may indicate a heavy reliance on other governments for revenues.



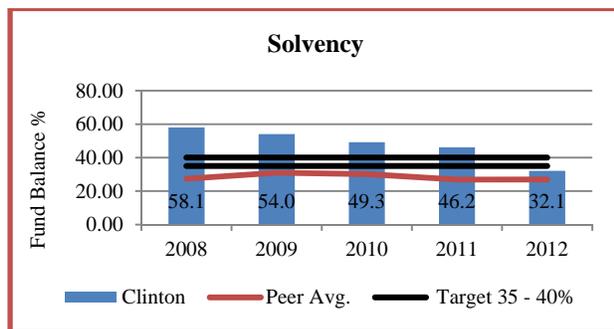
Financing obligation addresses service flexibility or the amount of expenditures committed to annual debt service. The debt service ratio is calculated as debt service divided by total expenditures (plus transfers to debt service fund). A high debt service ratio may reduce the ability to provide other services as resources are committed to debt.



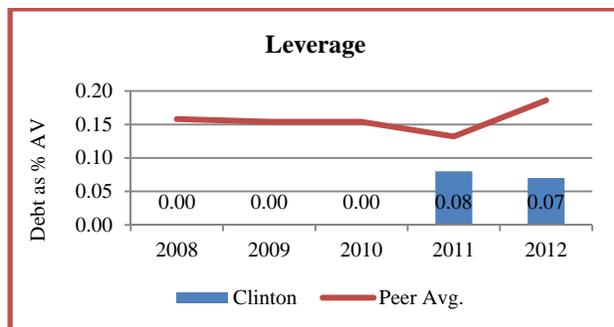
General Fund Continued



Liquidity measures a government's ability to meet its short-term obligations. The quick ratio is calculated as cash & investments divided by current liabilities. A high ratio indicates ability to meet short-term obligations.



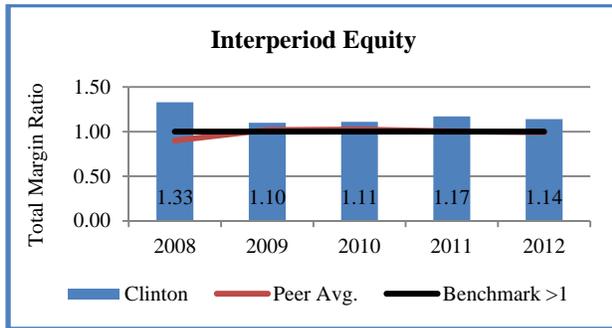
Solvency measures a government's ability to meet long-term obligations. Fund balance as a percentage of expenditures is calculated as available fund balance divided by expenditures plus transfers out. A high percentage indicates ability to meet long-term obligations. For further discussion on fund balance, refer to the fund balance section of the budget,



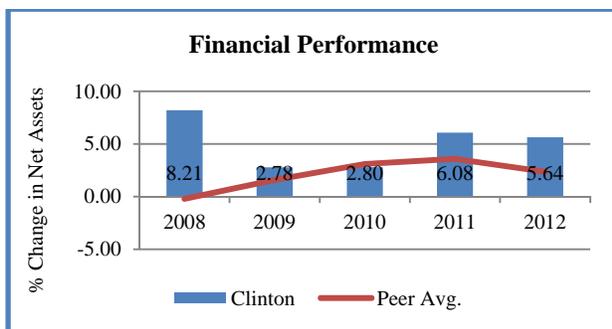
Leverage measures the extent to which a government relies on tax-supported debt. The ratio of debt as a percentage of assessed value is calculated as tax-supported, long-term debt divided by assessed value. A high ratio may indicate over reliance on debt.



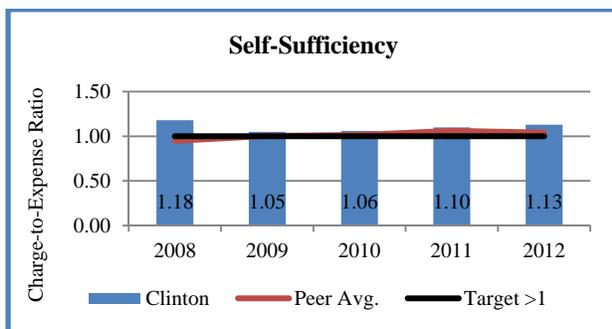
Financial Condition Analysis of the Water & Sewer Fund



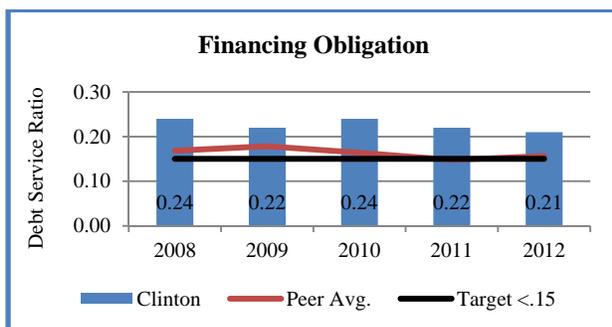
Interperiod equity measures whether or not a local government lived within its financial means. The total margin ratio (total financial resources divided by total financial obligations) is used to analyze this dimension of resource flow. A ratio of one or higher indicates resources met or exceeded obligation.



Financial performance shows how much a government's financial position improved or deteriorated because of resource flow. The percent change in net assets is calculated as the change in net assets divided by net assets, beginning. A positive percent change indicates an improved financial position.



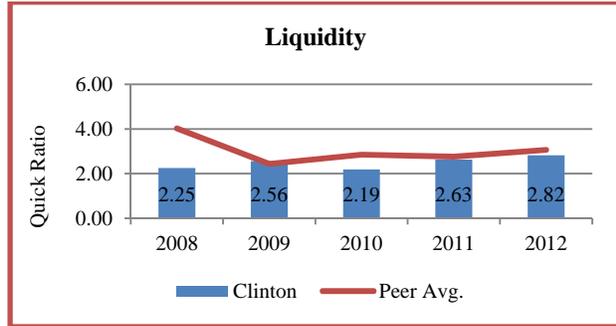
Self-sufficiency addresses the extent to which charges for services covered total expenses. The charge-to-expense ratio is calculated as charges for services divided by total expenses. A ratio of one or higher indicates that service charges cover expenses.



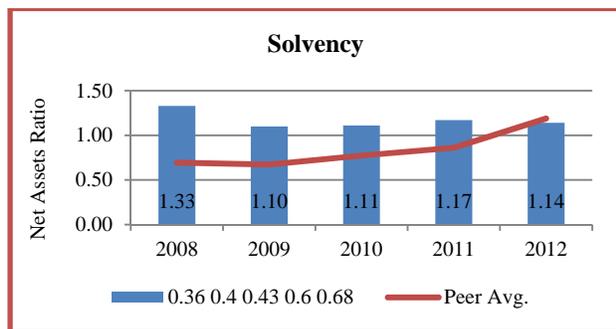
Financing obligation looks at service flexibility by determining the amount of total expenses committed to annual debt service. The debt service ratio is calculated as annual debt service divided by total expenses. A high ratio may restrict the availability of services as resources are committed to debt service.



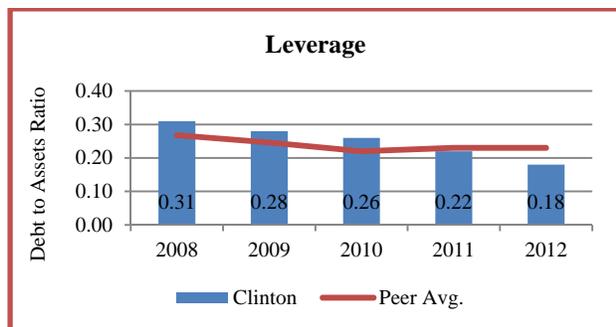
Water & Sewer Fund Continued



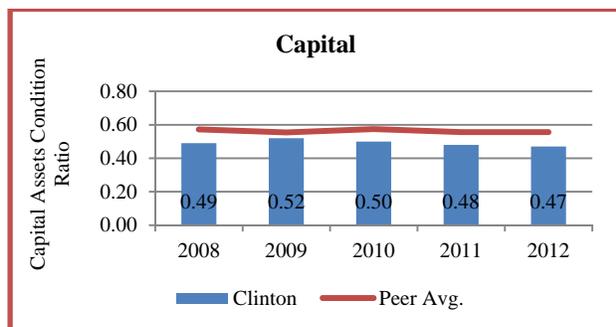
Liquidity measures a government's ability to meet its short-term obligations. The quick ratio (cash & investments divided by current liabilities) is used to analyze this dimension of resource stock. A high ratio indicates the ability to meet short-term obligations.



Solvency measures a government's ability to meet long-term obligations. The net assets ratio is calculated as unrestricted net assets divided by total liabilities. A high ratio indicates the ability to meet long-term obligations.



Leverage measures the extent to which total assets are financed with long-term debt. The debt-to-assets ratio is calculated as long-term debt divided by total assets. A high ratio may indicate too much reliance on debt for financing assets.



Capital is the condition of capital assets as defined by their remaining useful life. The capital assets condition ratio is calculated as accumulated depreciation divided by capital assets being depreciated. This result is then subtracted from one. Higher ratios indicate adequate investment in capital needs.



Fund balance is the difference between the assets and liabilities in a fund. Fund balance acts as a reserve or “rainy day” fund for unanticipated incidents or opportunities. Revenues and expenditures in the budget are estimates for the current fiscal year. Often, revenues and expenditures do not exactly offset each other at the end of the fiscal year. If revenues exceed expenditures, the result is a surplus of money added to the fund balance. If expenditures exceed revenues, the result is a deficit and money is withdrawn from the fund balance to balance the budget.

The North Carolina Local Government Commission (LGC) recommends units of government retain an amount of unreserved fund balance in the General Fund of at least eight (8) percent of appropriations of the fund. Clinton City Council has adopted a policy recommending the City maintain a fund balance between 35 and 40 percent for the General Fund and 47 and 53 percent for the Water and Sewer Fund.

Purpose of Fund Balance

Fund Balance is available to help balance the City’s budget in the event expenditures exceed revenues. A strong fund balance helps the City achieve a solid bond rating but also helps the City in other ways, including:

- paying for unexpected expenses or to make up for revenue shortfalls,
- balancing the budget without increasing taxes or rates,
- responding to emergencies,
- taking advantage of unexpected opportunities, and
- paying for capital projects or needs without needing to borrow money.

Issues Concerning Fund Balance

An inadequate fund balance can lead to cash flow problems, disruption of services, or the inability of the City to respond in an emergency. Building a strong fund balance requires a substantial amount of time and often includes increases in taxes and fees and/or significant expenditures cuts. For these reasons fund balance should be managed effectively to ensure it is not regularly used to offset operating deficits. While a strong fund balance provides the City with flexibility and financial security, excessive fund balance also can be an indicator that taxes or fees are too high or that the City may not be spending money adequately to respond to the needs of citizens or the organization.

Amount of Fund Balance

The LGC recommends a minimum fund balance of eight (8) percent but most local governments carry a higher percentage. Good benchmarks for the appropriate amount of fund balance include ensuring enough revenue to avoid cash flow problems, typically about four to six (4-6) months of operating expenses, and the average fund balance percentage within a peer group. The average fund balance for North Carolina municipalities in Clinton’s population range, not operating an electric system, is 69.59 percent. This group is designated by the LGC as municipalities with populations between 2,500 and 10,000. This percentage is skewed toward a higher value because

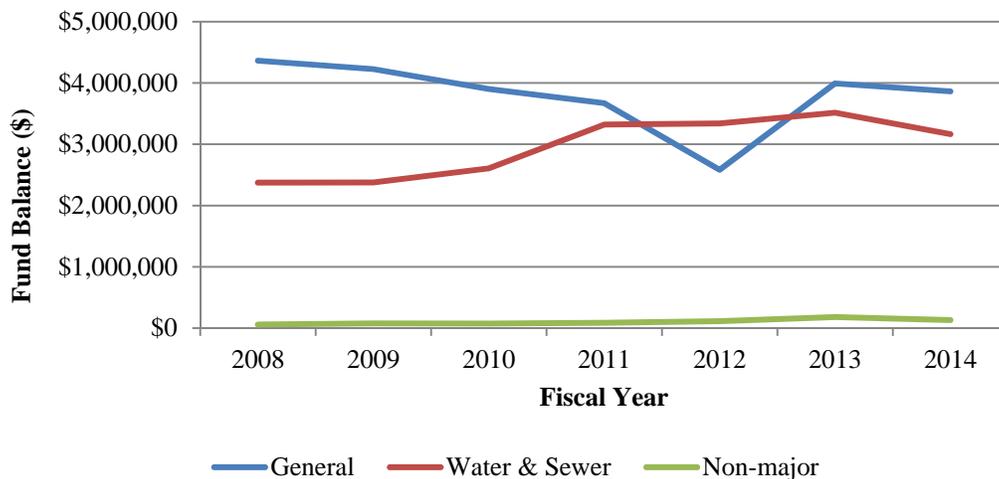


smaller municipalities often carry higher fund balances percentages because they have smaller budgets. Clinton’s policy for the General Fund is to maintain a fund balance of 35 to 40 percent, which is equivalent to four (4) months of operating expenses. There are no general guidelines for fund balance levels in enterprise funds, such as the Water and Sewer Fund. The City has adopted a 47 to 53 percent (6 months equivalent) goal for the Water and Sewer Fund.

The significant decline in the General Fund fund balance for FY11-12 is the result of the City self-financing the Downtown Revitalization Phase III project. Once the project closes and the city receives the loan and grant proceeds from USDA, the city will realize an additional \$1.45 million in fund balance. This increase is depicted in the FY12-13 estimated amount. The budget discusses the city’s use of fund balance for FY13-14 in the revenues sections for each fund.

Clinton Fund Balance (Unrestricted)							
Fund	2008	2009	2010	2011	2012	2013	2014
General	\$4,363,325	\$4,227,628	\$3,902,397	\$3,670,722	\$2,583,854	\$3,994,545	\$3,864,545
<i>% Change</i>	-7.29%	-3.11%	-7.69%	-5.94%	-29.61%	54.60%	-3.25%
<i>Fund Balance %</i>	50.72%	49.54%	45.40%	44.98%	29.19%	40.43%	43.82%
<i>Months Equiv.</i>	6.09	5.95	5.45	5.40	3.50	4.85	5.26
Water & Sewer	\$2,372,062	\$2,374,353	\$2,606,010	\$3,320,089	\$3,339,917	\$3,514,821	\$3,164,821
<i>% Change</i>	32.07%	0.10%	9.76%	27.40%	0.60%	5.24%	-9.96%
<i>Fund Balance %</i>	51.69%	53.55%	54.11%	78.62%	74.90%	74.12%	60.82%
<i>Months Equiv.</i>	6.20	6.43	6.49	9.43	8.99	8.89	7.30
Non-major	\$55,092	\$75,072	\$72,154	\$85,501	\$110,594	\$178,594	\$128,594
<i>% Change</i>		36.27%	-3.89%	18.50%	29.35%	61.49%	-28.00%
<i>Fund Balance %</i>	29.11%	242.92%	112.15%	170.44%	138.58%	243.25%	165.93%
<i>Months Equiv.</i>	3.49	29.15	13.46	20.45	16.63	29.19	19.91

Clinton Fund Balances





The City may choose to take on debt through financing to pay for major projects or large equipment. Issuing debt to pay for major projects and equipment allows the City to reduce its immediate burden to pay for large capital projects. This allows the cost to spread out over time and shares the financing burden among the taxpayers who receive the most benefit from the project. North Carolina General Statute 159-55 limits local government debt to a maximum of eight (8) percent of the unit's taxable assessed valuation, which is \$55,770,713 for Clinton as of July 2012.

Types of Debt Financing

The following is a common list of financing options used by local governments in North Carolina to issue debt.

General Obligation Bonds

General Obligation (GO) bonds require voter approval because the debt is secured by the taxing power of the local government. When a local government issues GO bonds they promise to pay back the loan by using all revenue available at its disposal, including its ability to raise taxes. GO bonds in North Carolina require approval of the North Carolina Local Government Commission (LGC). GO bonds typically have the lowest interest rates and twenty-year terms. The City will not consider GO bonds for any project unless the cost exceeds \$5 million.

Revenue Bonds

Revenue bonds are secured and repaid from specific revenues and can only be used to finance revenue-producing projects. Revenues earned from these projects are used to repay the bond. These revenues are most often the net earnings from enterprise or self-supporting utilities. Revenue bonds are commonly used to finance water and sewer capital improvements. The LGC requires an independent, nationally recognized consulting firm to conduct a feasibility study and that revenues from the project be 20 percent greater than total debt service costs and operating expenses of the projects. The city will not consider revenue bonds for utility projects unless the cost exceeds \$3 million.

Installment Purchase Agreements

Installment purchase (IP) (or lease-purchase) financing can be either short-term or long-term. IP agreements allow local governments to borrow money at a lower rate than conventional loans because lenders do not have to pay taxes on the interest portion of the payments it receives. This type of financing is typically used for items such as equipment and vehicles. For large IP agreements, the LGC must approve the debt. Installment purchasing presents the best option for most of the city's current capital needs.

Certificates of Participation

Certificates of Participation (COPs) operate similar to revenue bonds and typically have higher interest rates than GO bonds because the debt is secured by funds resulting from project being



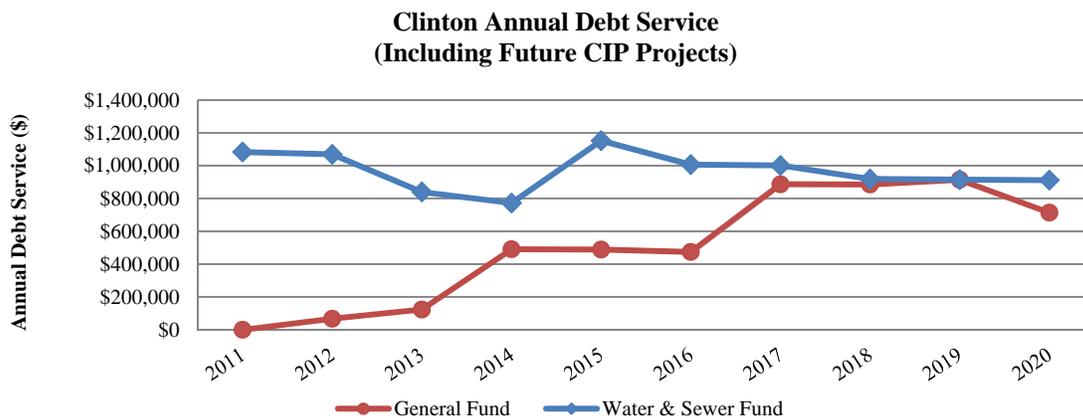
financed and cannot be secured by the “full faith and credit” of the government. The local government uses revenue to pay off debt on a capital project. However, unlike revenue bonds, local governments can use the revenue from the entire unit to pay off the debt and are not limited to using revenue only produced by the financed project. COPs are typically financed for ten- to twenty-year terms. This type of financing should be considered for a revenue-generating project.

Tax Increment Financing Bonds

Tax Increment Financing (TIF) bonds are high risk for investors because the debt is secured on anticipated increases in property value. A TIF project begins by designating an area as a TIF district and determining a base property value. The base valuation is set for a specific number of years, during which time public and private investments should improve the property. The increase in value over the base valuation is the increment. Local governments continue to accrue taxes levied on the base valuation for normal operations. Additional taxes levied on the increment are for the repayment of debt service or other qualifying needs associated with the TIF. At the end of the specified time, all debt associated with the TIF is amortized and all tax revenues can be used at the discretion of the local government. A successful TIF project is dependent upon an increase in the property value of the designated district. The inherent risk in TIF is the assumption that property values will increase enough to repay the associated debt. TIF bonds can be financed for up to thirty years.

Clinton’s Debt Obligation

As of June 30, 2012, the City’s debt obligation was \$6,743,111. Approximately \$2.7 million was in the General Fund and \$4 million in the Water & Sewer Fund. During FY2012-2013, the City closed out its downtown revitalization project that will add one million in USDA loans to the General Fund debt obligation. The city also purchased two garbage trucks, a knuckle boom truck, and an aerial fire apparatus. These vehicles increased the City’s General Fund debt obligation by another \$1 million. All of the City’s General Fund debt is financed through installment purchase agreements. The City does not intend to issue any General Fund debt in FY2013-2014. Eighty-three (83) percent of debt in the Water and Sewer Fund is financed through state revolving loans. The FY2013-2014 budget includes interim revenue bond financing for the water production plant expansion and installment purchase financing for an elevated water tank in the Water and Sewer Fund.





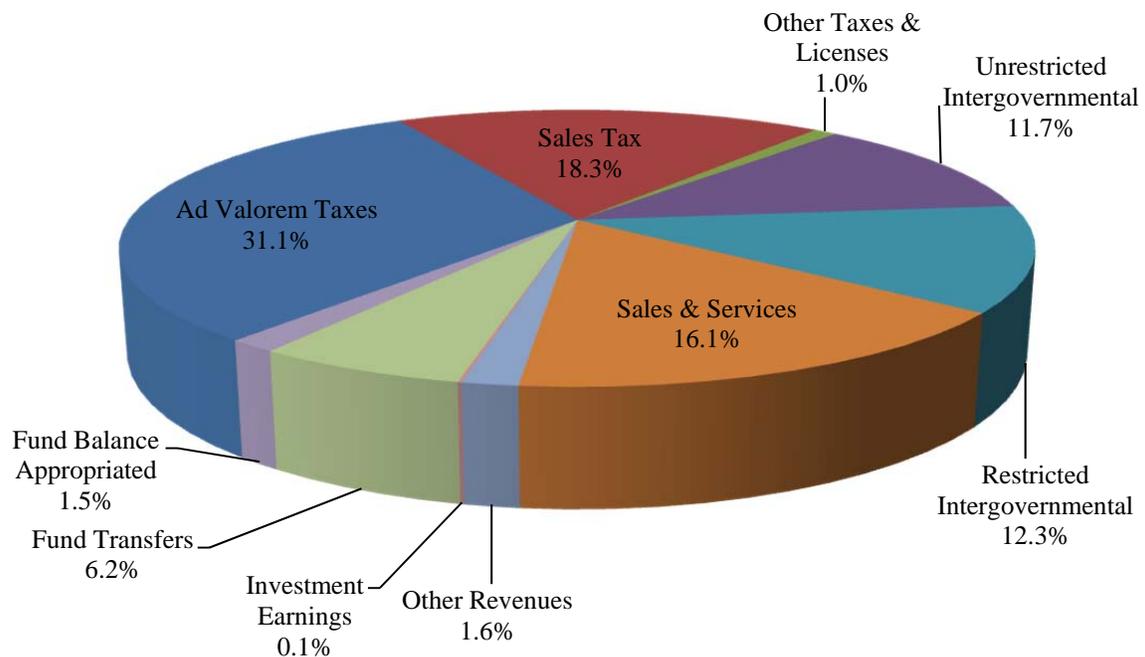
Clinton Debt Obligation							
General Fund							
Issue Year	Project / Equipment	Finance Type	\$ Issued	Term	Rate	Calendar Year Retired	FY13-14 Debt Service
2010	City Hall Renovation	Installment Purchase	\$500,000	10	3.88%	2020	\$63,560
2011	Vacuum Truck & Track Loader	Installment Purchase	\$168,234	3	1.66%	2014	\$57,950
2013	Mack Garbage Truck Remount	Installment Purchase	\$112,400	3	1.62%	2015	\$38,867
2013	Mack Garbage Truck	Installment Purchase	\$190,278	3	1.57%	2015	\$65,428
2013	Knuckle Boom Truck	Installment Purchase	\$112,000	3	1.71%	2015	\$38,617
2013	Supthen Fire Truck	Installment Purchase	\$635,000	10	2.27%	2022	\$71,695
2013	Downtown Ph. 1 & 2 Refinance	Installment Purchase	\$893,066	12	2.19%	2024	\$83,997
2013	Downtown Phase 3	Installment Purchase	\$1,000,000	20	3.50%	2033	\$70,370
			\$3,610,978				\$490,484
Water & Sewer Fund							
Issue Year	Project / Equipment	Finance Type	\$ Issued	Term	Rate	Calendar Year Retired	FY13-14 Debt Service
1994	Wastewater Plant Expansion	State Revolving Loan	\$5,134,658	20	3.39%	2014	\$274,114
1999/2003	Well Fill Purification	Installment Purchase	\$2,000,000	15	3.83%	2014	\$184,091
2006	Industrial Sewer Capacity I	State Revolving Loan	\$768,373	10	2.31%	2017	\$83,922
2007	Industrial Sewer Capacity II	State Revolving Loan	\$2,525,098	15	2.10%	2024	\$207,220
2009	Industrial Sewer Capacity III	State Revolving Loan	\$242,152	20	2.10%	2030	\$15,615
2010	ARRA Clear Well	Installment Purchase	\$152,016	20	0.00%	2030	\$7,143
			\$10,822,297				\$772,105
Total			\$14,433,275				\$1,262,589



Revenues by Source

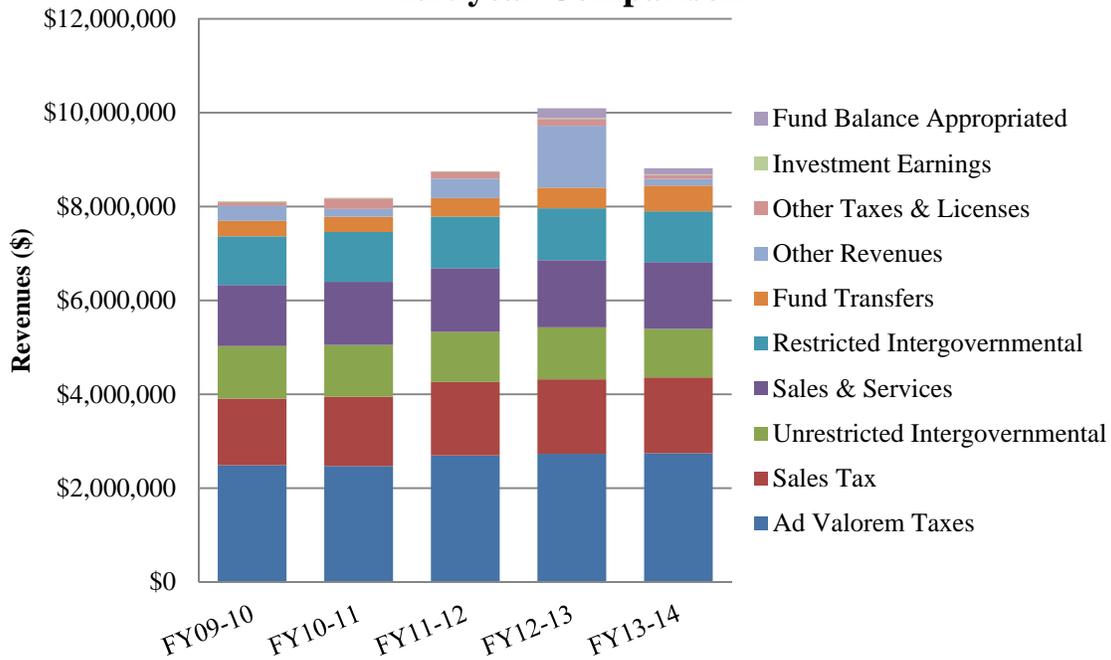
General Fund Revenues by Source					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Ad Valorem Taxes	\$2,698,941	\$2,734,150	\$2,716,500	\$2,743,400	0.34%
Sales Tax	\$1,561,704	\$1,585,000	\$1,570,300	\$1,617,000	2.02%
Other Taxes & Licenses	\$153,089	\$146,500	\$86,888	\$87,000	-40.61%
Unrestricted Intergovernmental	\$1,070,346	\$1,107,900	\$1,105,002	\$1,033,100	-6.75%
Restricted Intergovernmental	\$1,098,417	\$1,106,600	\$1,086,906	\$1,081,800	-2.24%
Sales & Services	\$1,357,141	\$1,429,900	\$1,385,930	\$1,423,500	-0.45%
Other Revenues	\$410,968	\$1,318,600	\$1,312,867	\$144,500	-89.04%
Investment Earnings	\$7,545	\$16,000	\$8,100	\$10,000	-37.50%
Fund Transfers	\$395,275	\$439,500	\$439,500	\$548,000	24.69%
Fund Balance Appropriated	\$0	\$209,900	\$125,000	\$130,000	-38.07%
Total	\$8,753,426	\$10,094,050	\$9,836,993	\$8,818,300	-12.64%

General Fund Revenues by Source FY13-14





General Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Ad Valorem Taxes

Ad valorem taxes are taxes paid on real and personal property located within the Clinton city limits. Taxes for real and personal property are levied based upon the preceding January 1 valuations of the property and the tax rate established by City Council. Sampson County revalues real and personal property every eight years, with one recently occurring in 2011. The City contracts with the Sampson County Tax Department to levy and collect ad valorem taxes. The City’s average collection is 97.5 percent. Ad valorem taxes typically comprise approximately one-third of all General Fund revenues with an estimated \$2.74 million in FY13-14 at a tax rate of \$.40.

Sales Tax

The State of North Carolina collects local option sales tax on behalf of Sampson County. The local option sales tax rate of \$0.025 consists of four separate taxes authorized by North Carolina General Statutes: Article 39 at \$0.01, Article 40 at \$0.005, Article 42 at \$0.005 and Article 44 at \$0.005. In October of 2008, the State eliminated the per capita portion of the Article 44 sales tax and replaced it with a “hold harmless” reimbursement. This local government sales and use tax is applied to sales made in the county and is allocated among the county and municipalities within the county on a per capita basis. In the past, sales tax revenues have represented the General Fund’s second largest revenue source and the same holds true for FY13-14 at \$1.62 million.



Other Taxes & Licenses

Automobile and privilege licenses comprise “other taxes and licenses” category. The automobile licenses revenue is from fees paid by Clinton citizens on their vehicle tags. These fees generate \$30,000 to \$35,000 a year. Privilege licenses fees are paid by citizens and businesses who wish to conduct business activities in the city. Privilege licenses represent \$55,000 in the FY13-14 budget. The decrease in privilege license fees is due to the banning of internet sweepstakes cafes.

Unrestricted Intergovernmental

The largest portion of unrestricted intergovernmental revenues consists of Utility Franchise Taxes (CATV, electric, gas, and telecommunications), ABC revenues, and the Beer and Wine Tax. CATV franchise taxes are applied to the gross receipts of cable service and direct-to-home satellite service retailers on the video programming provided to subscribers in the State. Utility franchise taxes represent the largest amount of unrestricted intergovernmental revenues at \$860,000. The tax is based on gross receipts of the sales of utility companies within the City’s corporate limits. ABC revenues come directly from the Clinton ABC Board and represent 80 percent of ABC profits. Unrestricted ABC revenues represent \$110,000 in the FY13-14 budget. The State levies a beer and wine tax on the sale of malt beverages, fortified wine, and unfortified wine. The State annually distributes a percentage of the tax on the sales of these beverages generated within the City’s corporate limits. Beer and wine tax revenues are \$40,100 in the FY13-14 budget. Since 2002, the State has provided transitional hold harmless revenues to municipalities to cover repealed reimbursements for the inventory tax, intangibles tax, sales tax on food stamp purchases, and the homestead exemption. The final hold harmless fund payments occurred in FY12-13, decreasing the city’s intergovernmental revenues by approximately \$72,000 in FY13-14.

Restricted Governmental

Restricted intergovernmental revenues include Powell Bill funds and other federal, state, or local government funds or grants that are restricted for a specific purpose. Powell Bill revenue is the annual appropriation from the State Highway Fund for the proceeds from a one and three-fourth ($1\frac{3}{4}$) cents tax on each gallon of motor fuel sold within the state. The State calculates the annual Powell Bill distribution based on population and the number of road miles maintained by the City. Fire tax collections represent revenues collected from residents within the Clinton Fire District who do not live within the city’s corporate limits. The tax rate is \$.095 as set by the County Commissioners. The City receives annual revenues from the Clinton City School system and Sampson Community College to cover the costs associated with providing resource officers on school campuses. Sampson County contracts with the City to provide planning services for the county and provides funds for half the department’s costs. The City expects to receive \$1.08 million in restricted intergovernmental revenues in FY13-14.



Sales & Services

Sales and services fees primarily consist of revenues from residential and commercial garbage collection and recreation participation and facility user fees. Residential garbage collection accounts for \$573,000 in the FY13-14 budget and commercial collection and cardboard container rentals account for \$688,000. The residential garbage collection rate for FY13-14 is \$15.00, a \$.50 increase from FY12-13. Recreation participation and facility user fees represent \$58,000 in the FY13-14 budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT), a First Citizens Bank money market account, and CDs. Investment earnings are down significantly since the decline in the economy in 2008. Investment earnings account for \$10,000 in the FY13-14 budget.

Fund Transfers

Fund transfers consist of revenues resulting from transfers from other funds. The largest transfer is from the Water and Sewer Fund to account for water and sewer related expenses in the finance and administration departments. A transfer of \$50,000 from the Cemetery Fund is for equipment and maintenance directly related to upkeep of the city's cemeteries. Transfers represent \$548,000 in the FY13-14 budget.

Other Revenues

Other revenues represent miscellaneous revenues such as court fees, parking fines, or false alarm fines that do not easily fit into other categories. These revenues account for \$144,500 in the FY13-14 budget.

Fund Balance Appropriated

Allocations from fund balance represent use of reserve funds. The City typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. An appropriation of \$130,000 from fund balance in the FY13-14 General Fund budget is for capital costs, including police vehicles.



Revenues by Line Item

General Fund Revenues						
Line Item Description	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Dollar Change	Percent Change
Prior Year Taxes	\$41,234	\$49,500	\$48,500	\$48,000	(\$1,500)	-3.03%
Current Year Taxes	\$2,466,507	\$2,494,000	\$2,470,000	\$2,474,000	(\$20,000)	-0.80%
Fire Tax Collections	\$355,128	\$450,000	\$435,000	\$430,000	(\$20,000)	-4.44%
Vehicle Taxes	\$248,462	\$215,000	\$220,000	\$245,000	\$30,000	13.95%
Rental Vehicle Tax	\$11,997	\$12,000	\$13,200	\$13,000	\$1,000	8.33%
City School Police Officer	\$96,889	\$95,600	\$94,349	\$91,800	(\$3,800)	-3.97%
HUD Officers	\$42,565	\$46,500	\$42,600	\$42,600	(\$3,900)	-8.39%
Community College/Police Officer	\$47,111	\$53,500	\$55,464	\$57,300	\$3,800	7.10%
FEMA Revenue	\$85,840	\$0	\$0	\$0	\$0	0.00%
Insurance Revenue	\$107,934	\$26,500	\$19,800	\$10,000	(\$16,500)	-62.26%
Payment In Lieu Of Taxes	\$18,291	\$18,000	\$17,246	\$17,000	(\$1,000)	-5.56%
Tax Discounts	(\$32,167)	\$0	\$0	\$0	\$0	0.00%
Collection Fee	(\$54,376)	(\$54,350)	(\$55,600)	(\$55,100)	(\$750)	1.38%
Lot Cleaning	\$10,233	\$10,000	\$10,500	\$10,000	\$0	0.00%
Demolition Reimbursement	\$16,604	\$10,000	\$12,500	\$10,000	\$0	0.00%
Tax Penalties & Interest	\$17,284	\$18,000	\$20,400	\$18,500	\$500	2.78%
Auto License	\$30,248	\$30,000	\$30,248	\$30,500	\$500	1.67%
Privilege License	\$120,421	\$115,000	\$55,000	\$55,000	(\$60,000)	-52.17%
Admin. Fee For Intin Merchants	\$1,700	\$1,000	\$900	\$1,000	\$0	0.00%
Precious Metal Fees	\$720	\$500	\$740	\$500	\$0	0.00%
Hold Harmless Funds	\$85,764	\$71,500	\$71,853	\$0	(\$71,500)	-100.00%
Franchise Tax Video Program	\$32,096	\$49,000	\$43,800	\$43,400	(\$5,600)	-11.43%
Interest Earned	\$7,545	\$16,000	\$8,100	\$10,000	(\$6,000)	-37.50%
Miscellaneous Revenue	\$55,744	\$69,000	\$71,250	\$30,000	(\$39,000)	-56.52%
Rent- Fontana St.	\$67,427	\$48,000	\$48,000	\$48,000	\$0	0.00%
Sale of Property	\$23,115	\$18,000	\$18,200	\$30,000	\$12,000	66.67%
Franchise Tax Electric	\$556,327	\$640,000	\$647,750	\$651,000	\$11,000	1.72%
Franchise Tax Piped Gas	\$48,303	\$33,000	\$39,500	\$40,300	\$7,300	22.12%
Franchise Tax Telecomm	\$186,073	\$139,000	\$127,200	\$125,300	(\$13,700)	-9.86%
Beer & Wine	\$37,244	\$39,500	\$39,500	\$40,100	\$600	1.52%
Powell Bill	\$249,735	\$255,000	\$255,898	\$253,000	(\$2,000)	-0.78%
Local Gov't 1% Sales Tax(39)	\$503,237	\$495,000	\$497,800	\$508,000	\$13,000	2.63%
Local Gov't 1/2% Sales Tax(40)	\$392,985	\$410,000	\$399,600	\$414,000	\$4,000	0.98%
Local Gov't 1/2% Sales Tax(42)	\$252,970	\$245,000	\$251,300	\$255,000	\$10,000	4.08%
Local Gov't 1/2% Sales Tax(44)	\$412,512	\$435,000	\$421,600	\$440,000	\$5,000	1.15%
ABC Revenues	\$99,200	\$110,400	\$110,400	\$110,000	(\$400)	-0.36%
ABC Revenue-Police	\$5,000	\$6,000	\$6,144	\$5,000	(\$1,000)	-16.67%
NC Dept. Of Health	\$2,220	\$2,000	\$2,000	\$2,000	\$0	0.00%

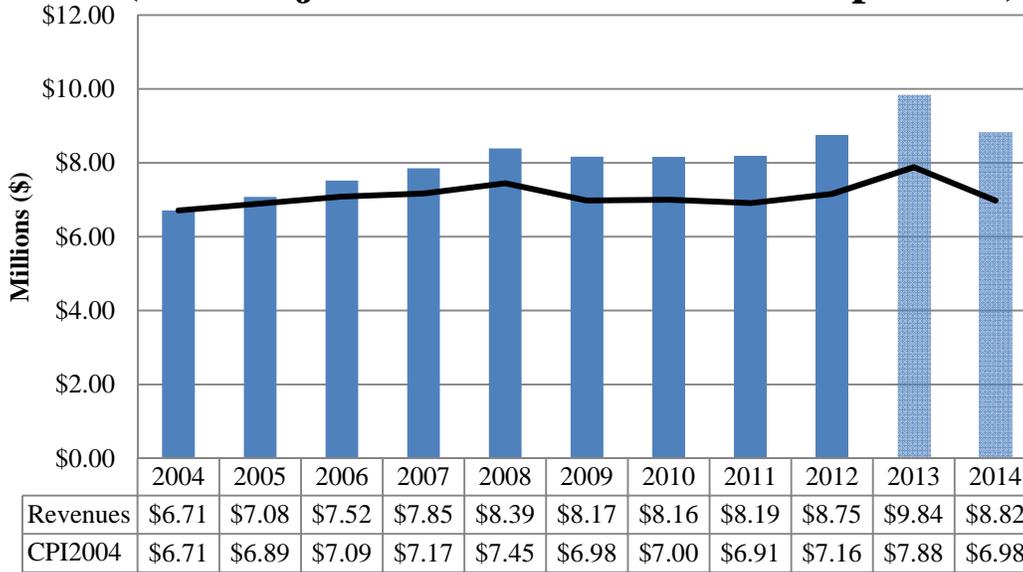


General Fund Revenues (continued)						
Line Item Description	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Dollar Change	Percent Change
Taxi Per./Finger Prints	\$884	\$500	\$450	\$500	\$0	0.00%
Court Fees	\$5,140	\$3,500	\$2,700	\$3,500	\$0	0.00%
Parking Violations	\$2,090	\$1,000	\$1,200	\$1,000	\$0	0.00%
Sampson Co. Contrib.	\$158,702	\$160,000	\$158,940	\$163,700	\$3,700	2.31%
Animal Ord. Violation	\$0	\$0	\$50	\$0	\$0	0.00%
State Bldg. Fire Protect	\$6,088	\$6,000	\$4,546	\$4,500	(\$1,500)	-25.00%
Firemen's Relief Tax	\$14,315	\$14,000	\$14,315	\$14,300	\$300	2.14%
False Alarm	\$16,650	\$12,000	\$11,700	\$12,000	\$0	0.00%
Rescue Tech. Revenue	\$12,000	\$12,000	\$12,000	\$12,000	\$0	0.00%
Fire Accident Response	\$0	\$25,000	\$10,500	\$12,000	(\$13,000)	-52.00%
Fire Dept. Grants	\$9,000	\$8,400	\$8,317	\$0	(\$8,400)	-100.00%
Sign/Zoning Permits	\$9,881	\$9,000	\$8,750	\$9,000	\$0	0.00%
Cemetery Markers	\$9,361	\$5,000	\$6,000	\$6,000	\$1,000	20.00%
Tipping Fee Dumpsters	\$673,918	\$700,000	\$678,800	\$655,000	(\$45,000)	-6.43%
Cardboard Cont. Fees	\$0	\$0	\$0	\$33,000	\$33,000	
Garbage Collection	\$523,751	\$550,000	\$555,150	\$573,000	\$23,000	4.18%
Recycling Grant	\$0	\$75,000	\$75,000	\$0	(\$75,000)	-100.00%
Solid Waste Tax	\$5,869	\$6,000	\$5,600	\$5,600	(\$400)	-6.67%
Recreation Donations	\$2,755	\$2,000	\$2,000	\$5,000	\$3,000	150.00%
Rental Fees	\$9,513	\$12,000	\$10,000	\$10,000	(\$2,000)	-16.67%
Rental Staff Fees	\$5,630	\$0	\$0	\$2,000	\$2,000	
Region "M"	\$1,625	\$0	\$0	\$0	\$0	0.00%
Recreation Misc.	\$5,020	\$5,500	\$5,000	\$5,000	(\$500)	-9.09%
Pool Admissions	\$4,166	\$10,000	\$9,000	\$9,000	(\$1,000)	-10.00%
Concession Fees	\$603	\$400	\$750	\$1,000	\$600	150.00%
Sponsorship Fees	\$8,400	\$10,000	\$8,500	\$9,000	(\$1,000)	-10.00%
Sports Registration	\$36,994	\$43,000	\$37,500	\$39,000	(\$4,000)	-9.30%
Day camp	\$1,089	\$0	\$0	\$0	\$0	0.00%
Waterways Fees	\$80	\$0	\$30	\$0	\$0	0.00%
Recreation Grant	\$3,100	\$0	\$0	\$0	\$0	0.00%
Refund On Sales Tax	\$7,048	\$7,500	\$7,753	\$6,000	(\$1,500)	-20.00%
Sale of Recyclables	\$46,034	\$45,000	\$37,500	\$45,000	\$0	0.00%
NCDOT ROW	\$15,330	\$0	\$0	\$0	\$0	0.00%
Relay for Life	\$209	\$0	\$0	\$0	\$0	0.00%
United Way Funds	\$84	\$0	\$0	\$0	\$0	0.00%
Xfer From W&S	\$322,000	\$399,500	\$399,500	\$498,000	\$98,500	24.66%
Xfer From Cemetery	\$60,000	\$40,000	\$40,000	\$50,000	\$10,000	25.00%
Xfer from 39 fund	\$13,275	\$0	\$0	\$0	\$0	0.00%
Loan Proceeds	\$110,200	\$1,049,700	\$1,049,700	\$0	(\$1,049,700)	-100.00%
Safety Grant	\$2,500	\$0	\$0	\$0	\$0	0.00%
Fund Balance Approp.	\$0	\$209,900	\$125,000	\$130,000	(\$79,900)	-38.07%
Total	\$8,753,426	\$10,094,050	\$9,836,993	\$8,818,300	(\$1,275,750)	-12.64%



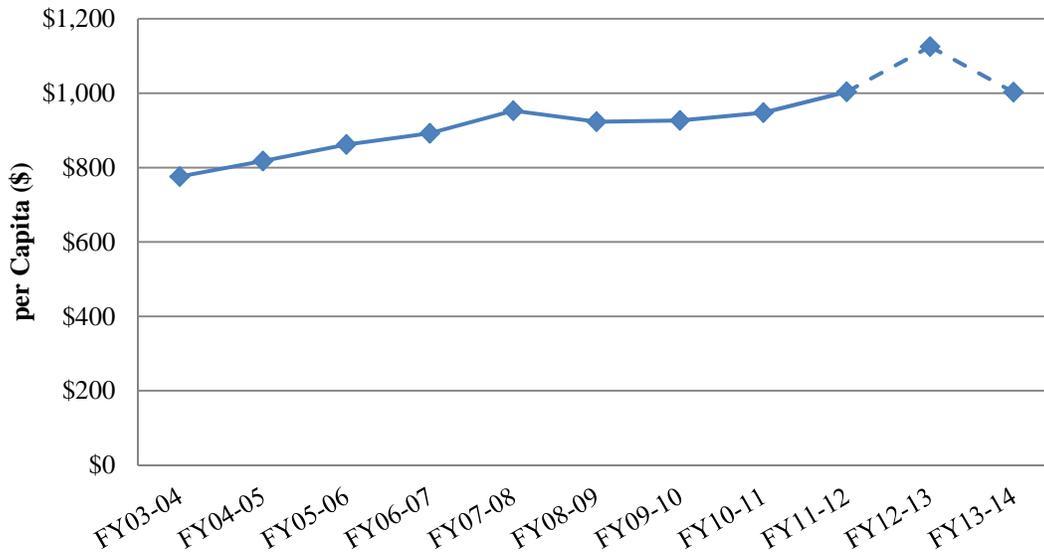
Revenue Trends

**General Fund Revenue Trends
(with Adjustment for Inflation Comparison)**



■ Revenues — CPI2004 Fiscal Year

General Fund Revenue per Capita Trends

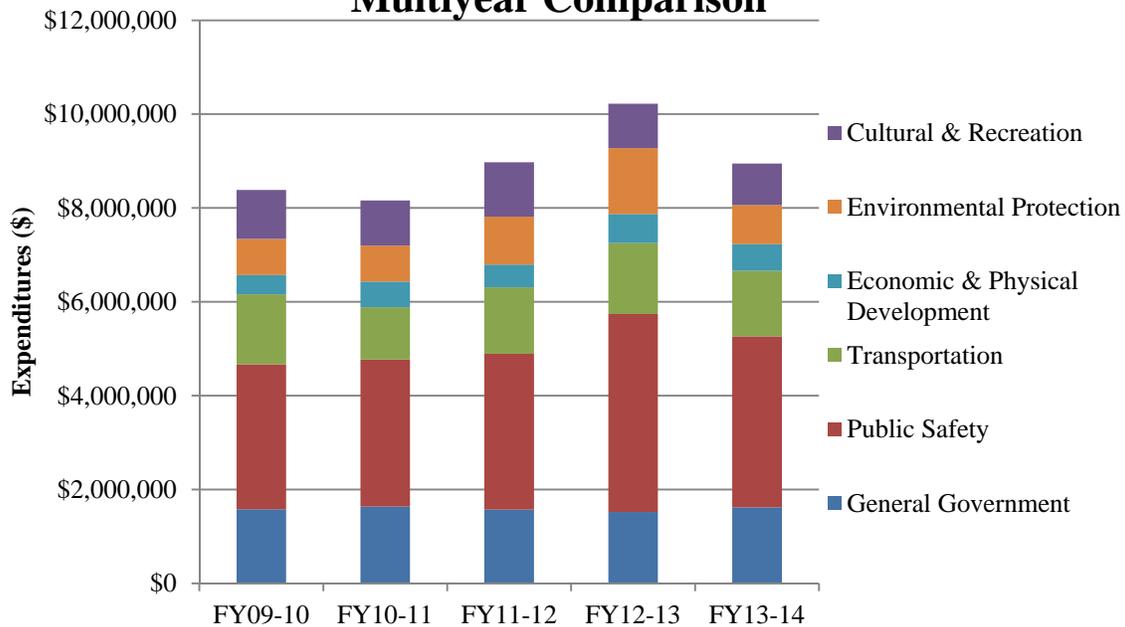




Expenditures by Function

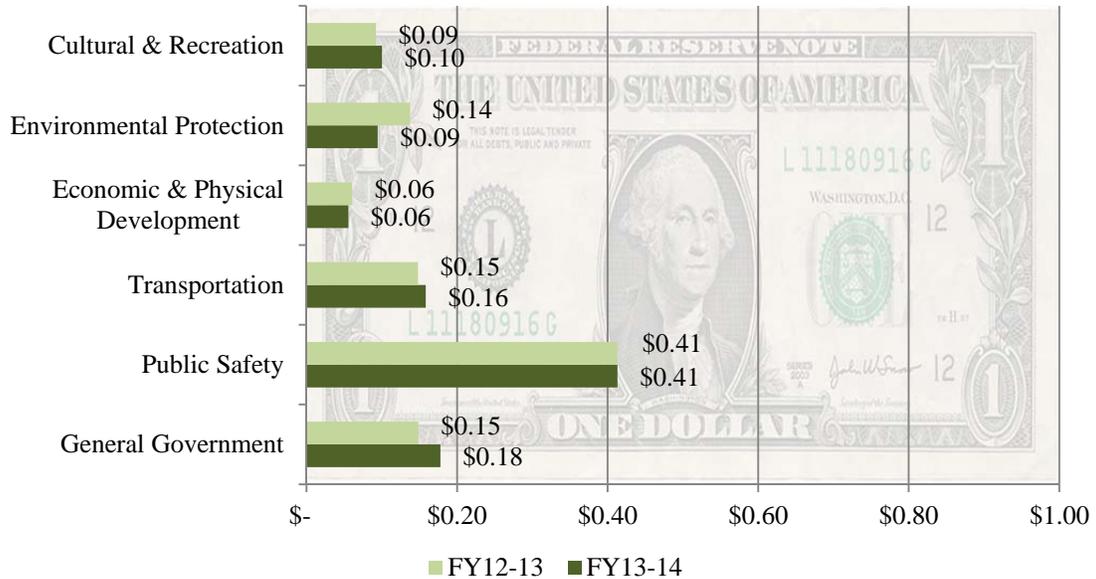
General Fund Expenditures by Function					
Function	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General Government	\$1,511,840	\$1,480,450	\$1,443,389	\$1,568,800	5.97%
Public Safety	\$3,318,155	\$4,215,100	\$4,149,769	\$3,643,400	-13.56%
Transportation	\$1,415,003	\$1,512,400	\$1,478,719	\$1,397,000	-7.63%
Economic & Physical Dev.	\$428,086	\$537,500	\$526,924	\$489,800	-8.87%
Environmental Protection	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%
Cultural & Recreation	\$1,159,100	\$943,100	\$906,438	\$884,800	-6.18%
Total	\$8,851,354	\$10,094,050	\$9,881,302	\$8,818,300	-12.64%

**General Fund Expenditures by Function:
Multiyear Comparison**

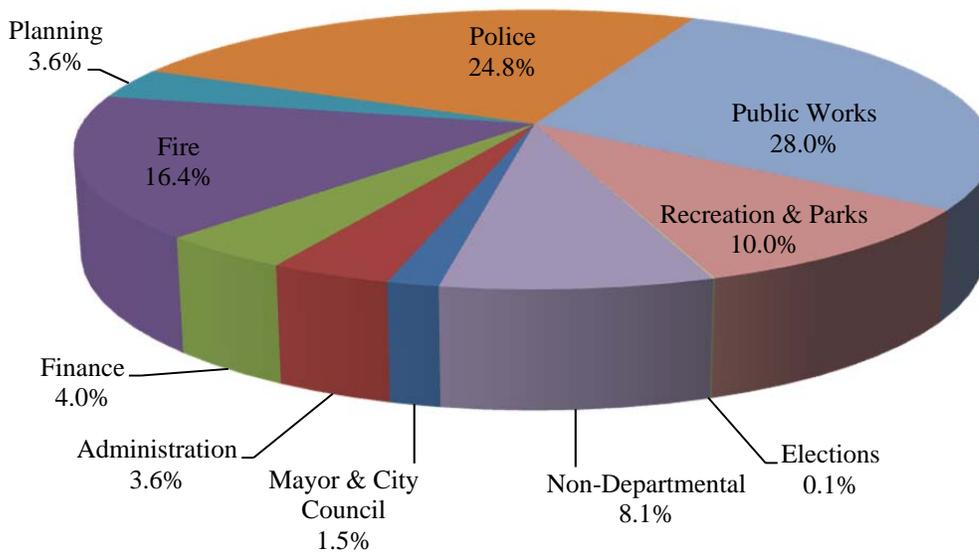




Amount of Dollar Used per General Fund Function: Current Budget vs. Proposed Budget



GF Expenditures by Department FY13-14

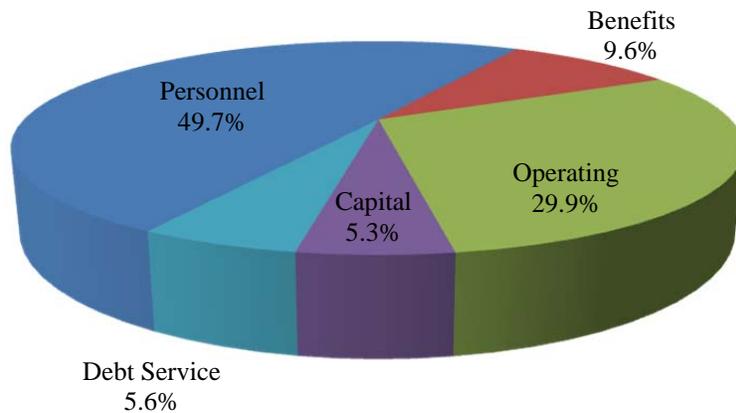




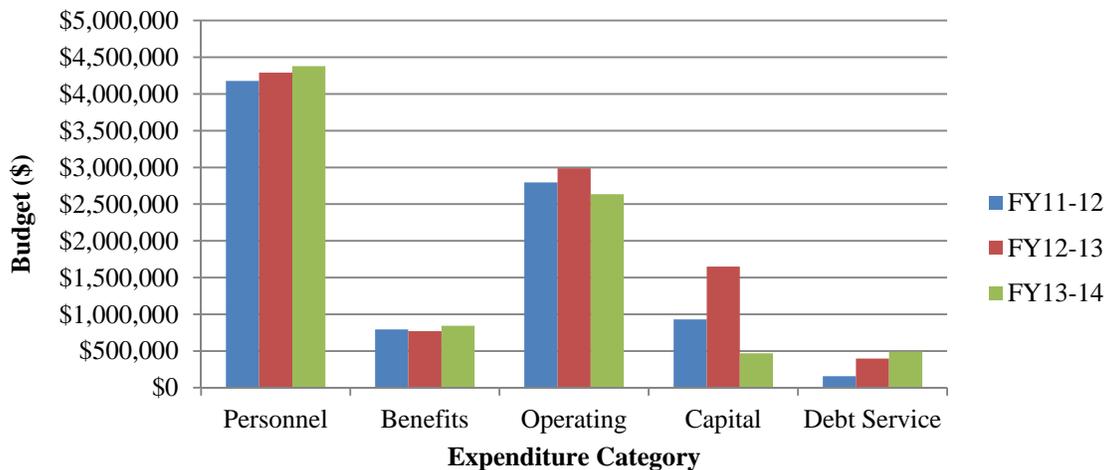
Expenditures by Type

General Fund Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$4,176,677	\$4,289,250	\$4,236,159	\$4,379,300	2.10%
Benefits	\$792,738	\$769,650	\$753,432	\$842,600	9.48%
Operating	\$2,796,124	\$2,989,250	\$2,863,828	\$2,636,100	-11.81%
Capital	\$929,858	\$1,648,800	\$1,631,252	\$469,500	-71.52%
Debt Service	\$155,957	\$397,100	\$396,631	\$490,800	23.60%
Total	\$8,851,354	\$10,094,050	\$9,881,302	\$8,818,300	-12.64%

**General Fund Expenditures by Type
FY13-14**



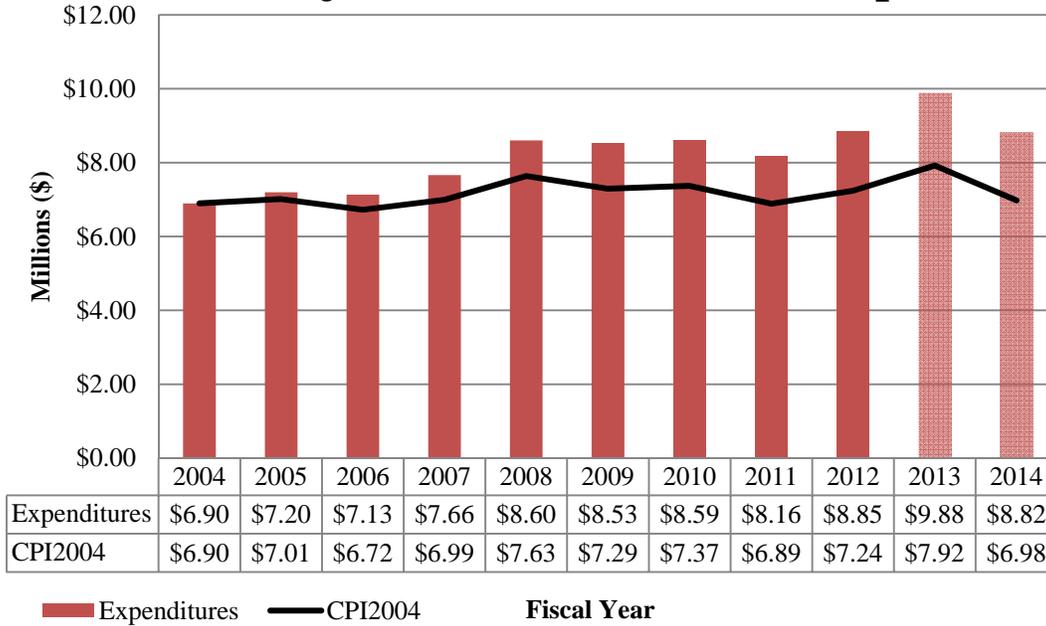
General Fund Expenditures by Type



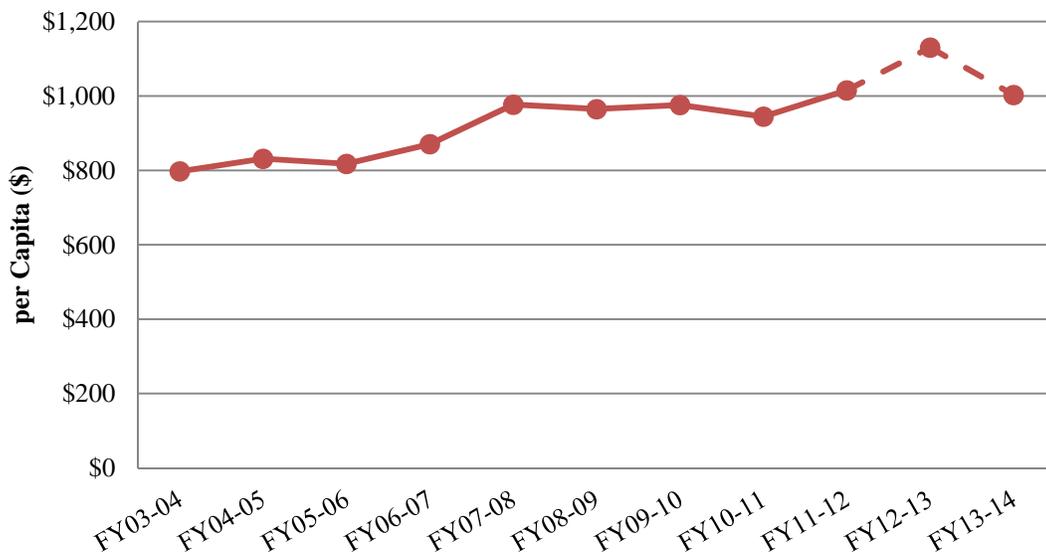


Expenditure Trends

**General Fund Expenditure Trends
(with Adjustment for Inflation Comparison)**



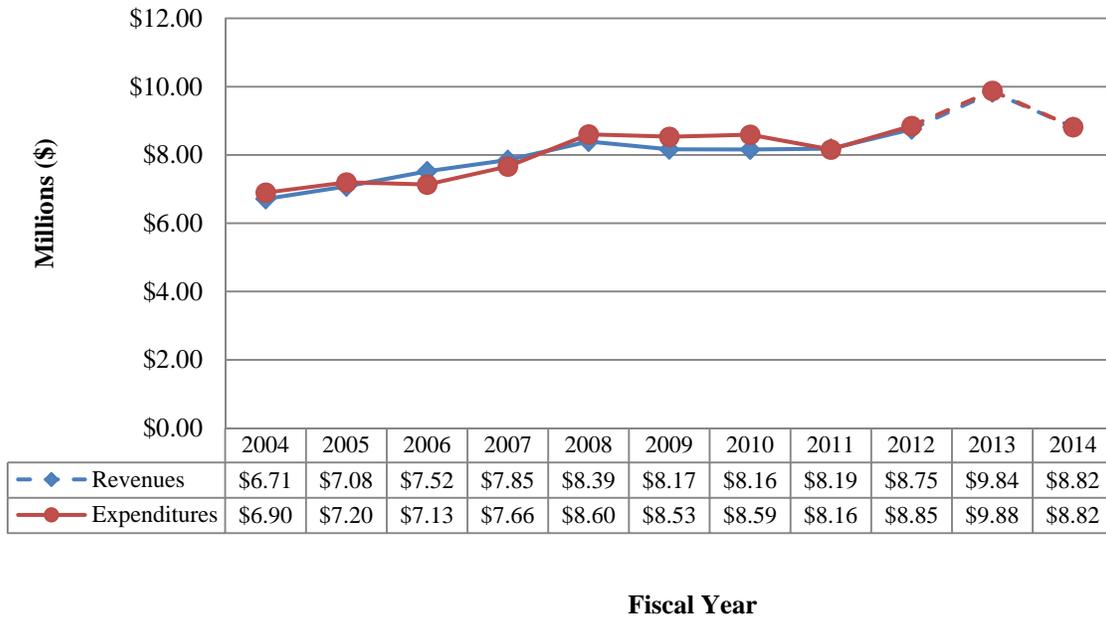
General Fund Expenditures per Capita Trends



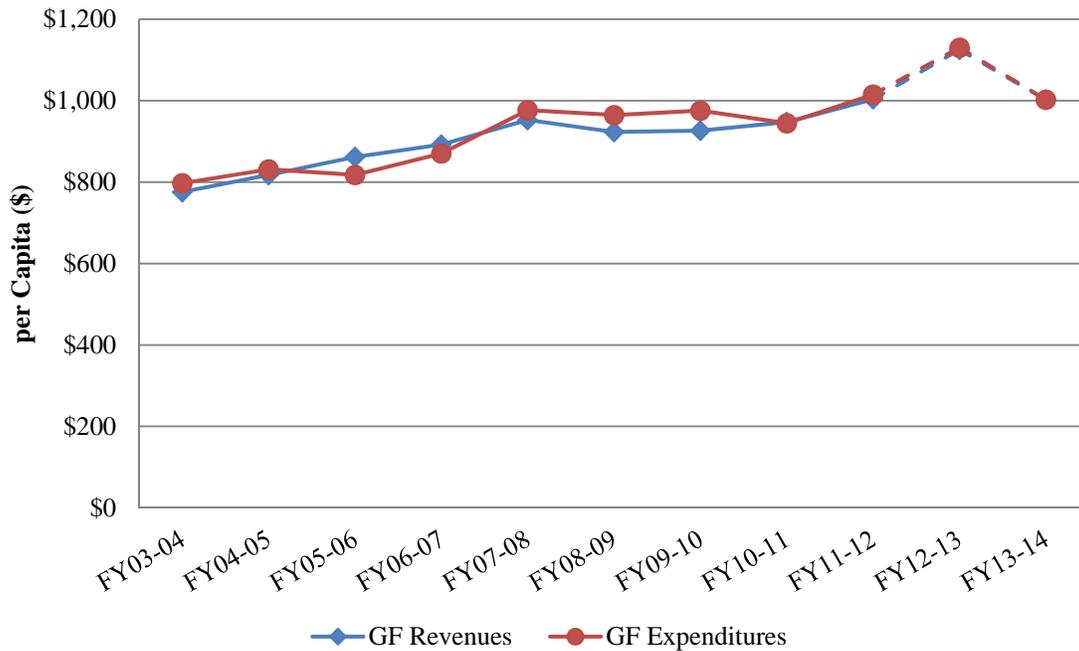


Revenues vs. Expenditures

General Fund Revenues vs. Expenditures



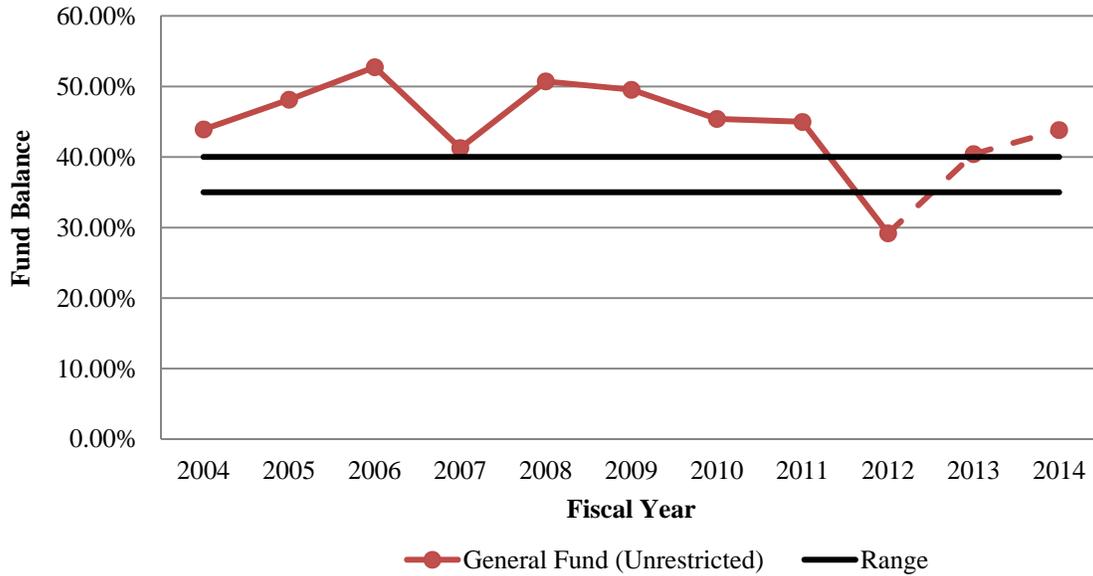
General Fund per Capita Trends



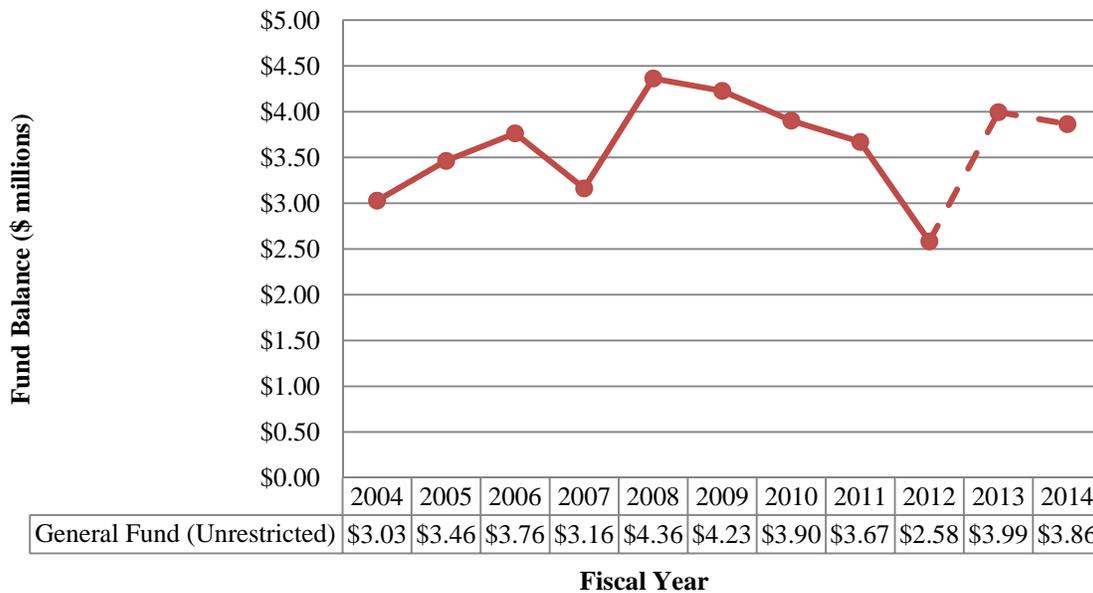


Fund Balance

**Clinton Fund Balance Trend:
General Fund**



**Clinton Fund Balance Trend:
General Fund**





Mission

To be a city rich in tradition and beauty with clean, safe neighborhoods, sound infrastructure and opportunities for future generations.

Description

The City Council is the legislative board of city government and includes a mayor and five council members. Citizens elect the Mayor at large to serve a two-year term. Council members each represent electoral districts and serve four-year terms. Clinton's elections are non-partisan and elections occur in odd numbered years. The Mayor is the presiding officer of the Council. The Council selects a mayor pro tem from the five council members to serve as mayor in the absence or incapacity of the mayor. Through this arrangement, the City Council sets and directs policy regarding the operations of city government. The Mayor's office is located at City Hall, 221 Lisbon St., Clinton, NC. City Council meetings are held the first Tuesday of every month in the City Hall auditorium. For more information about the Mayor and City Council, please contact the City Manager at 910-592-1961 or spurvis@cityofclintonnc.us.





Mayor
Mr. Lew Starling



Mayor Pro-Tem
Ms. Maxine Harris
District 5



Councilman
Mr. Steve Stefanovich
District 1



Councilman
Mr. Neal Strickland
District 2



Councilman
Rev. Marcus Becton
District 3



Councilwoman
Ms. Jean Turlington
District 4



FY2012-2013 Accomplishments

- Promoted economic development by completing the Downtown Revitalization Phase III project
- Promoted sound infrastructure and welcoming neighborhoods with an award of \$571,000 from CDBG for water and sewer system improvements and streets in Eliza Ln. neighborhood
- Held six workshops/planning meetings that resulted in development of core values for city employees
- Promoted safe neighborhoods with the reorganization of the Fire Department
- Promoted sound infrastructure with the street resurfacing program
- Increased annual district meeting attendance

FY2013-2014 Action Items & Initiatives

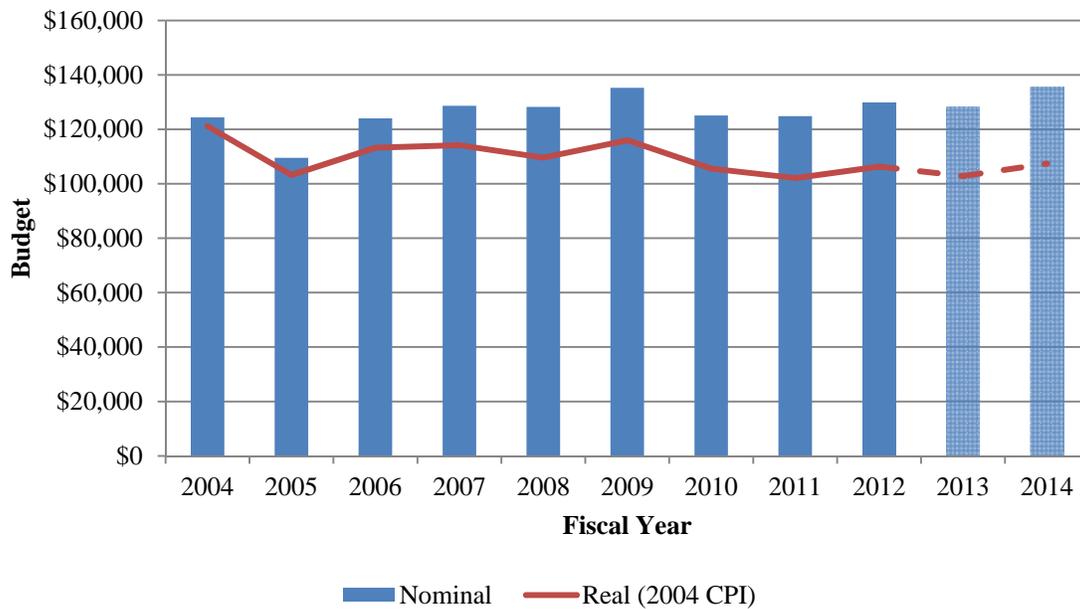
- Promote sound and sustainable infrastructure with the expansion of water production facilities
- Promote quality job growth through the development of business friendly zoning policies and processes
- Promote affordable and varied housing opportunities through new residential development, which includes multifamily housing
- Promote an enhanced quality of life through such events such as Alive After Five, Christmas in the City and the BBQ Cook-off
- Promote fiscal responsibility by adopting a conservative budget and monitoring the economy
- Examine new growth areas within and immediately adjacent the city



FY2013-2014 Budget Highlights

The Mayor and City Council FY13-14 budget is .44 percent more than FY12-13. At \$135,700, the budget accounts for 1.54 percent of the General Fund budget and is equivalent to \$.02 on the tax rate. The City plans to spend \$15.52 per capita for the governing board in FY13-14. The City council budget does not include any capital items for FY13-14.

Mayor & City Council Budget Trends (with Adjustment for Inflation Comparison)





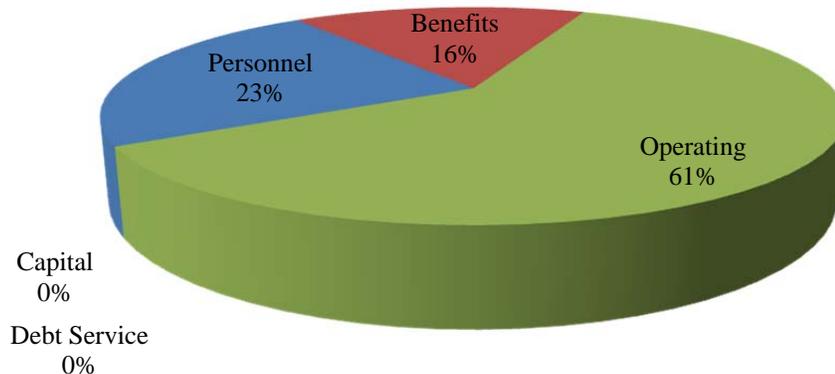
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$30,088	\$30,200	\$30,070	\$31,600	4.64%
Benefits	\$20,294	\$20,900	\$20,862	\$22,000	5.26%
Operating	\$79,552	\$84,000	\$77,380	\$82,100	-2.26%
Capital	\$0	\$0	\$0	\$0	0.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$129,934	\$135,100	\$128,312	\$135,700	0.44%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$129,934	\$135,100	\$128,312	\$135,700	0.44%
Total	\$129,934	\$135,100	\$128,312	\$135,700	0.44%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	-	-	-	-	0.00%
Part-time	6.00	6.00	6.00	6.00	0.00%
Total	6.00	6.00	6.00	6.00	0.00%

**Mayor & Council
Expenditures by Type**





Expenditures by Line Item

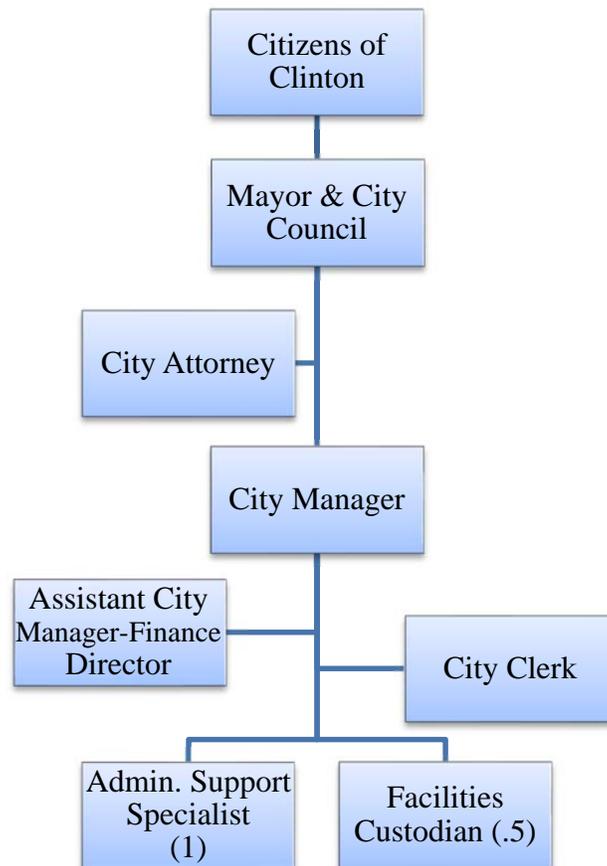
Mayor & City Council Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$27,652	\$28,000	\$27,933	\$28,700	2.50%
Professional Services	\$46,140	\$48,500	\$45,600	\$48,500	0.00%
FICA	\$2,436	\$2,200	\$2,137	\$2,900	31.82%
Group Insurance	\$18,912	\$19,000	\$18,912	\$20,000	5.26%
Retirement	\$1,382	\$1,900	\$1,950	\$2,000	5.26%
Travel & Education	\$4,552	\$2,500	\$1,195	\$1,500	-40.00%
Auto Allowance	\$9,142	\$9,400	\$8,655	\$9,400	0.00%
Advertising	\$1,096	\$500	\$850	\$1,200	140.00%
Dues & Subscription	\$11,900	\$13,000	\$13,495	\$14,400	10.77%
Workman's Comp	\$75	\$100	\$75	\$100	0.00%
Citizen Newsletter	\$1,967	\$2,000	\$1,960	\$2,000	0.00%
Miscellaneous	\$4,680	\$8,000	\$5,550	\$5,000	-37.50%
Total	\$129,934	\$135,100	\$128,312	\$135,700	0.44%



Mission

To implement the goals and objectives of the Mayor and City Council by providing open communication, efficient city services, and strong organization leadership.

Administration Organization Chart



Description

The administrative office of the City of Clinton consists of the City Manager, Assistant City Manager-Finance Director, City Clerk, and administrative support staff. The City Council appoints the City Manager as the chief executive officer of the city to oversee city organization and operations. The City Manager coordinates the work of department heads and other employees to help ensure efficient delivery of services. The City Clerk also serves as the City's risk manager and coordinates the City's Health and Safety Program. Clinton Administration offices are located at City Hall, 221 Lisbon St., Clinton, NC. For more information about City Administration, please contact the City Manager or City Clerk at 910-592-1961 or spurvis@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Successfully brought budget document printing and binding in house
- Implemented paperless agenda dispersal to media outlets
- Reduced workers comp claims from prior year
- Conducted safety training for departments:
 - ❖ OSHA Compliance 2013- Health & Safety Committee
 - ❖ Asbestos Awareness Training- all City employees
 - ❖ Blood Borne Pathogen Training- all City Employees
 - ❖ Confined Space Training- Public Works
 - ❖ Fork Lift Training- Public Works
 - ❖ Trailer Towing Safety Training- Public Works
- Conducted Manager's lunches with employees
- Conducted mid-level manager meetings

FY2013-2014 Action Items & Initiatives

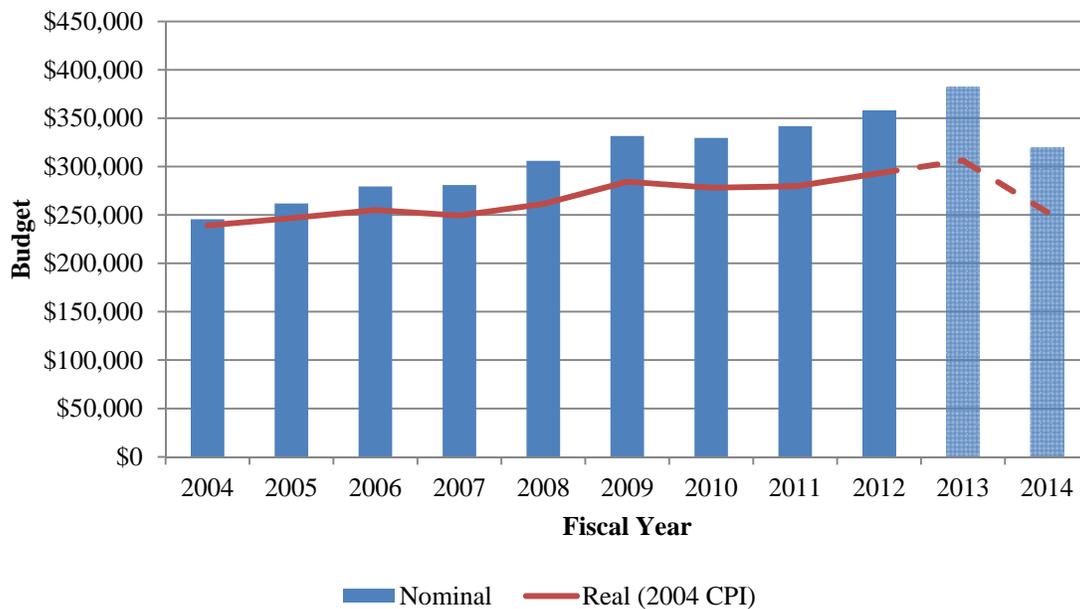
- Continue electronic indexing of minutes and resolutions (2009-2012)
- Introduce paperless agendas for Mayor & City Council
- Develop household survey to gauge citizen awareness
- Provide additional safety training for all departments
- Explore all opportunities to improve efficiency of organization (data analysis, hybrid vehicles, VOIP)
- Implement citizen satisfaction survey for performance measurement



FY2013-2014 Budget Highlights

The FY13-14 administration budget reflects a decrease of 17.58 percent. At \$319,700, the administration budget accounts for 3.63 percent of the General Fund budget and is equivalent to \$.047 on the tax rate. The City plans to spend \$36.57 per capita for administration in FY13-14. The decrease in the administration budget is due to transition in the city manager position. As of June 2013, the assistant city manager will serve as interim city manager until City Council makes a permanent appointment. The budget accounts for a six-month process. Some of the associated costs with the search are accounted for in other department budgets such as Finance and Non-departmental. In April 2013, the facilities custodian retired. During the two-month evaluation period of the position, city staff decided the position's responsibilities only required a part-time position. The FY13-14 administration budget does not include any capital items.

**Administration Budget Trends
(with Adjustment for Inflation Comparison)**





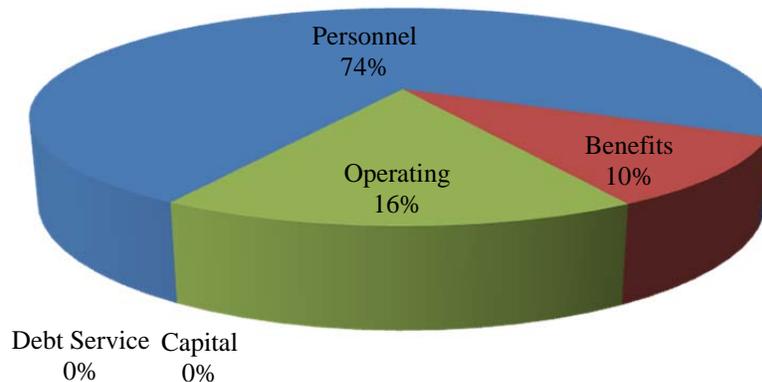
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$279,918	\$312,950	\$308,769	\$235,200	-24.84%
Benefits	\$44,783	\$43,050	\$43,139	\$32,100	-25.44%
Operating	\$32,573	\$31,900	\$30,069	\$52,400	64.26%
Capital	\$1,175	\$0	\$0	\$0	0.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$358,449	\$387,900	\$381,977	\$319,700	-17.58%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$263,449	\$294,900	\$281,977	\$229,700	-22.11%
Enterprise	\$95,000	\$93,000	\$100,000	\$90,000	-3.23%
Total	\$358,449	\$387,900	\$381,977	\$319,700	-17.58%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	5.00	5.00	5.00	3.50	-30.00%
Part-time	-	-	-	1.00	0.00%
Total	5.00	5.00	5.00	4.50	-10.00%

Administration Expenditures by Type





Expenditures by Line Item

Administration Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$250,704	\$271,800	\$268,352	\$201,000	-26.05%
Temporary Salaries	\$9,343	\$19,000	\$18,475	\$17,500	-7.89%
FICA	\$19,871	\$22,150	\$21,942	\$16,700	-24.60%
Group Insurance	\$26,768	\$24,700	\$24,784	\$17,900	-27.53%
Retirement	\$18,015	\$18,350	\$18,355	\$14,200	-22.62%
Telephone	\$3,646	\$4,000	\$3,616	\$3,200	-20.00%
Printing & Office Supplies	\$5,287	\$6,000	\$5,500	\$5,500	-8.33%
Travel & Education	\$9,036	\$6,000	\$5,963	\$8,300	38.33%
Auto Allowance	\$6,000	\$6,000	\$6,000	\$6,000	0.00%
Maint. & Repairs/Equipment	\$504	\$600	\$550	\$600	0.00%
Advertising	\$0	\$300	\$0	\$0	-100.00%
City Code Update	\$650	\$1,800	\$1,754	\$1,800	0.00%
Departmental Supplies	\$0	\$1,300	\$1,400	\$1,700	30.77%
Uniforms	\$104	\$250	\$200	\$250	0.00%
Dues & Subscription	\$2,721	\$3,000	\$2,637	\$2,500	-16.67%
Workman's Comp	\$3,496	\$800	\$686	\$650	-18.75%
Insurance	\$916	\$1,350	\$1,313	\$1,400	3.70%
Miscellaneous	\$213	\$500	\$450	\$500	0.00%
Capital Outlay/Equipment	\$1,175	\$0	\$0	\$0	0.00%
Total	\$358,449	\$387,900	\$381,977	\$319,700	-17.58%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Overall Mission

Department Goal: Promote Clinton and support the mission and goals of the Mayor and City Council.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of Council Members who feel administration is positively supporting the city's initiatives	n/a	n/a	100%	100%	100%
% of Council Members who feel they receive adequate information in a timely manner	100%	100%	100%	100%	100%
% of Council Members rating overall satisfaction with administration	n/a	n/a	100%	100%	100%
% of residents rating Clinton as a great place to live (>6 on 1-10 scale)	n/a	n/a	n/a	70%	75%

Council Goal/Focus: Overall Mission

Department Goal: Advance citizen awareness and encourage citizen input.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of residents reporting satisfaction with city communication	n/a	n/a	93%	75%	75%
% of residents reporting adequate opportunities to provide input	n/a	n/a	n/a	60%	75%
% of residents who feel the city is responsive to their input	n/a	n/a	n/a	65%	75%



Council Goal/Focus: Financial Sustainability

Department Goal: Examine overall efficiency and effectiveness of city departments.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of residents satisfied with each city service	n/a	n/a	n/a	80%	80%
Average variance between original department budget and actual department budget	-4.07%	7.26%	4.45%	+/- 5%	+/- 5%
% of department performance goals met	n/a	42%	55%	60%	85%

Council Goal/Focus: N/A

Department Goal: Reduce risks and maintain a safe work environment.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Average number of days lost per work related injury claim	0	16	10	<14	<14
Average number of restricted work days per work related injury claim	7	3	5	<10	<10

Council Goal/Focus: Overall Mission

Department Goal: Ensure open communication between management and employees.

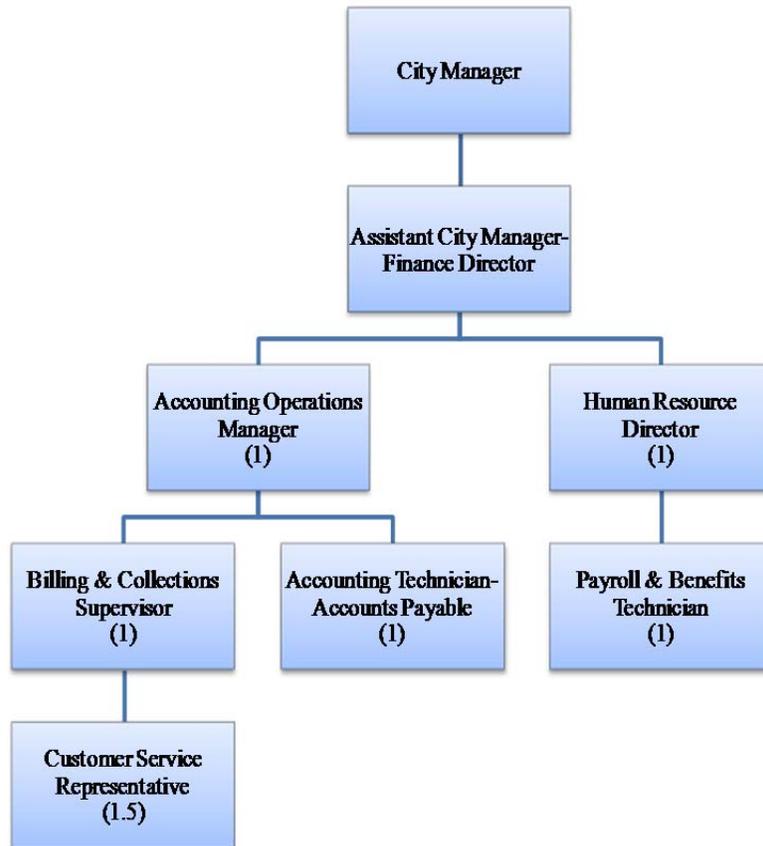
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of employees reporting satisfaction with management communication	n/a	n/a	n/a	75%	75%
% of employees reporting adequate opportunities to provide input	n/a	n/a	n/a	75%	75%
% of employees who feel management is responsive to their input	n/a	n/a	n/a	75%	75%



Mission

To preserve and maintain the financial stability of the city with integrity, quality service, and leadership while supporting the city with timely, clear information and a strong workforce.

Finance-HR Organization Chart



Description

The Finance Department provides management of city funds, investments, and debt portfolios. This department performs the city's daily accounting operations and reporting, which includes accounts payable and receivable and collections for fees and services. Finance also assists the City Manager in the preparation and monitoring of the city's annual operation budget and capital budget. In January 2011, the Finance Director and Assistant City Manager positions were consolidated. This position is accounted for in the Administration department but is responsible for the Finance Department, which includes the Human Resource Director and accounting, payroll, and billing and collections staff. The Finance Department is located at City Hall, 221 Lisbon St., Clinton, NC. For more information about the Finance Department or Human Resources, please contact the Finance Officer at 910-299-4901 or kstafford@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Received GFOA Budget Presentation Award for third consecutive year
- Received special Capital Budgeting recognition from GFOA
- Implemented Cash Management and Investment Policy
- Revised Fund Balance policies
- Established Capital Reserve Fund for Water and Sewer Fund
- Refinanced Downtown Phase I and II USDA loans to reduce annual payment and term and save the city \$200,000 in interest payments
- Implemented online bill pay
- Conducted the annual employee's benefits workshop
- Updated new employee information packet
- Conducted assessment center for Fire, Recreation, and Police Departments' new hires
- Hosted Meet & Greet Sessions with Benefit Representatives
- Reviewed labor and trades positions for compression analysis and adjustment
- Developed Employee Benefits booklet
- Hosted NC Retirement Workshop
- Developed new Performance Review and Compensation Plan for City employees
- Host finance, HR, and budget workshop for department heads and supervisors
- Hosted 1st City of Clinton Employee Health Fair
- Hosted annual City Employee Appreciation Luncheon

FY2013-2014 Action Items & Initiatives

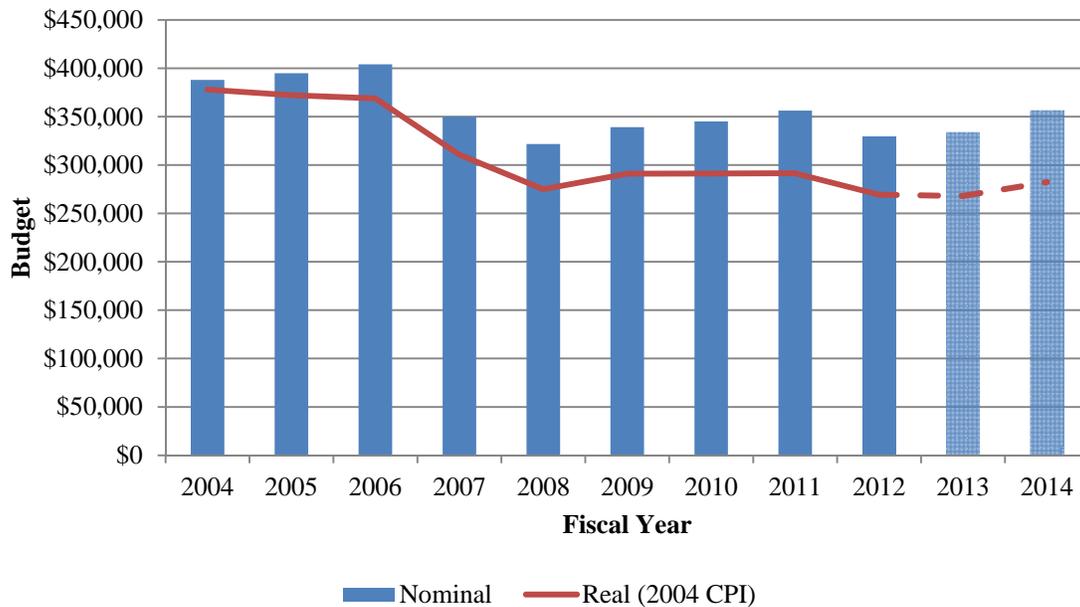
- Update Customer Service Policy
- Receive GFOA Budget Presentation Award
- Submit CAFR for GFOA award
- Implement new financial and human resource systems software
- Develop revenue spending policy
- Develop grant management policy
- Develop bad debt/write off policy
- Implement new Performance Review and Compensation Plan for City employees



FY2013-2014 Budget Highlights

The Finance and HR Department budget represents for a 5.24 percent increase over the FY12-13 budget. At \$356,700, the Finance-HR budget accounts for 4.04 percent of the General Fund budget and is equivalent to \$.052 on the tax rate. The City plans to spend \$40.80 per capita for finance and human resources in FY13-14. The increase is in contract services and part-time salaries to provide assistance during the city manager transition as the Assistant City Manager-Finance Director serves as interim city manager. The FY13-14 finance budget does not include any capital items as the Non-departmental budget includes the new software systems.

Finance-HR Budget Trends (with Adjustment for Inflation Comparison)





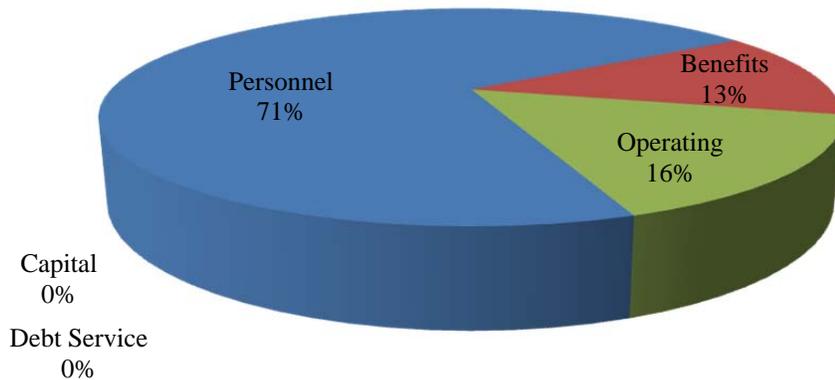
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$240,072	\$250,500	\$251,265	\$254,500	1.60%
Benefits	\$39,774	\$39,600	\$39,068	\$46,100	16.41%
Operating	\$49,454	\$48,850	\$44,056	\$56,100	14.84%
Capital	\$0	\$0	\$0	\$0	0.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$329,300	\$338,950	\$334,389	\$356,700	5.24%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$179,300	\$187,950	\$183,389	\$206,700	9.98%
Enterprise	\$150,000	\$151,000	\$151,000	\$150,000	-0.66%
Total	\$329,300	\$338,950	\$334,389	\$356,700	5.24%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	6.50	6.00	6.00	6.00	0.00%
Part-time	-	1.00	1.00	1.00	0.00%
Total	6.50	7.00	7.00	7.00	0.00%

**Finance
Expenditures by Type**





Expenditures by Line Item

Finance-HR Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$215,999	\$225,600	\$225,547	\$227,500	0.84%
Temporary Salaries	\$7,761	\$7,000	\$7,862	\$9,600	37.14%
Professional Services	\$0	\$0	\$0	\$300	
FICA	\$16,312	\$17,900	\$17,856	\$17,400	-2.79%
Group Insurance	\$24,550	\$24,400	\$23,641	\$30,000	22.95%
Retirement	\$15,224	\$15,200	\$15,427	\$16,100	5.92%
Telephone	\$1,846	\$1,800	\$1,719	\$1,800	0.00%
Printing & Office Supplies	\$10,805	\$9,800	\$9,560	\$9,500	-3.06%
Travel & Education	\$5,195	\$6,800	\$5,804	\$9,500	39.71%
Maint. & Repairs/Equipment	\$2,374	\$3,000	\$1,751	\$2,000	-33.33%
Departmental Supplies	\$6,744	\$7,000	\$5,390	\$6,000	-14.29%
Contract Services	\$20,516	\$17,600	\$17,450	\$24,000	36.36%
Dues & Subscription	\$728	\$1,500	\$1,042	\$1,600	6.67%
Bond	\$586	\$650	\$658	\$700	7.69%
Workman's Comp	\$660	\$700	\$682	\$700	0.00%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Total	\$329,300	\$338,950	\$334,389	\$356,700	5.24%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Financial Sustainability

Department Goal: Maintain financial strength and sustainability of city funds.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Maintain General Fund balance goal	45%	24%	42%	40%	35-40%
Maintain Water & Sewer Fund balance goal	78.6%	71%	70%	53%	47-53%
Maintain operations ratio greater than 1.0	1.01	0.90	0.95	1.0	>1.0
Maintain % debt service as a percentage of total expenditures per policy	3.15%	3.63%	4.61%	5%	<10%
Maintain net debt per assessed valuation per policy	.234	0.212	0.245	.550	<.552
Maintain net debt per capita per policy	\$168	\$169	\$197	\$427	<\$2,129
% of delinquent utility accounts collected through Debt Setoff program	n/a	4.10%	9.70%	15%	>25%

Council Goal/Focus: Financial Sustainability

Department Goal: Provide timely financial services to officials and departments.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of purchase orders approved within 24 hours	95%	95%	99.5%	90%	90%
% of time monthly reports completed by deadline	86%	93%	95%	95%	100%
% of statements and accounts reconciled by 10 th of each month	92%	95%	95%	95%	95%



Council Goal/Focus: N/A

Department Goal: Provide customers with prompt and accurate service.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of customers satisfied with billing and collections service	n/a	n/a	n/a	80%	85%
% of meter re-reads proving an incorrect initial reading	4%	10%	1.8%	<5%	<5%
% of payments received by online or automated payments	19%	22%	27%	30%	>30%

Council Goal/Focus: Overall Mission

Department Goal: Maintain a dedicated and productive workforce.

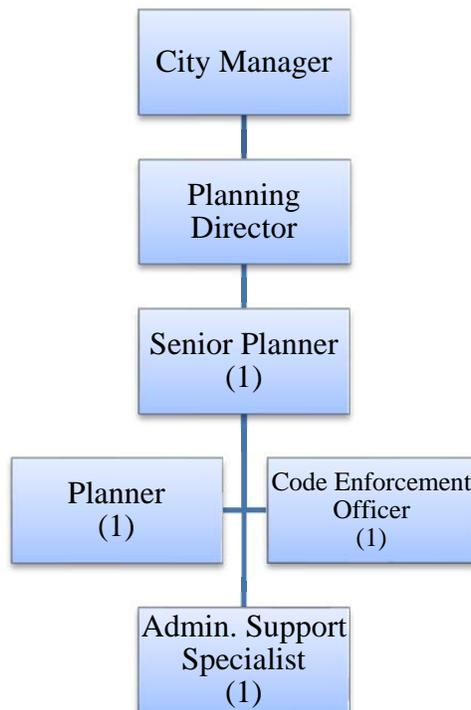
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of positions receiving annual compensation analysis	36%	19.5%	46%	25%	25%
% of city employees participating in annual health screenings	44%	49.5%	36.5%	75%	75%
% of city employees satisfied with their job	n/a	n/a	89%	75%	75%
% new employees completing probationary period	n/a	97%	36.5%	90%	100%
Maintain low employee turnover rate (permanent positions)	n/a	3.63%	7.79%	10%	<10%
# of employee appeals and grievances per 100 FTE	n/a	1	2	2	2



Mission

To guide the physical development of Clinton in a manner that will preserve its unique characteristics and enhance the quality of life for the city's present and future residents.

Planning Organization Chart



Description

The Clinton-Sampson Planning Department is dedicated to serving the citizens of Clinton through planning, development, and zoning practices. The Planning Department offers staff support to the Planning and Zoning Board and the Clinton Historic Preservation Commission. The department includes the Planning Director, two planners, a code enforcement officer, and administrative support staff. The Planning Department is located at 227 Lisbon St., Clinton, NC. For more information about the Planning Department, please contact the department at 910-299-4904 or mmr@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Received grant to develop Clinton Bicycle Plan
- Completed RFQ for Clinton 2035 Comprehensive Plan
- Completed RFP for Clinton Branding initiative
- Completed NC Main Street Resource Team Visit and Report
- Established 4 Downtown Committees (Organization, Economic Restructuring, Design, and Promotion) following the NC Main Street Program 4-Point Approach
- Established a Farmer's Market Committee to reorganize and promote the Sampson Farmer's Market
- Received Community Transformation Project Funds for promotion of Sampson Farmer's Market
- Organized the 26th Annual Court Square Street Fair and 19th Annual Court Square Barbecue Cook-off
- Organized the 2nd Annual Christmas in the City Event which included the 1st Annual City of Clinton Tree Lighting
- Partnered with Sampson County Meth Task Force on 2nd Annual Drive In to Drive Out Drugs Event Downtown
- Partnered with Clinton Realtors to conduct an Available Properties Open House downtown

FY2013-2014 Action Items & Initiatives

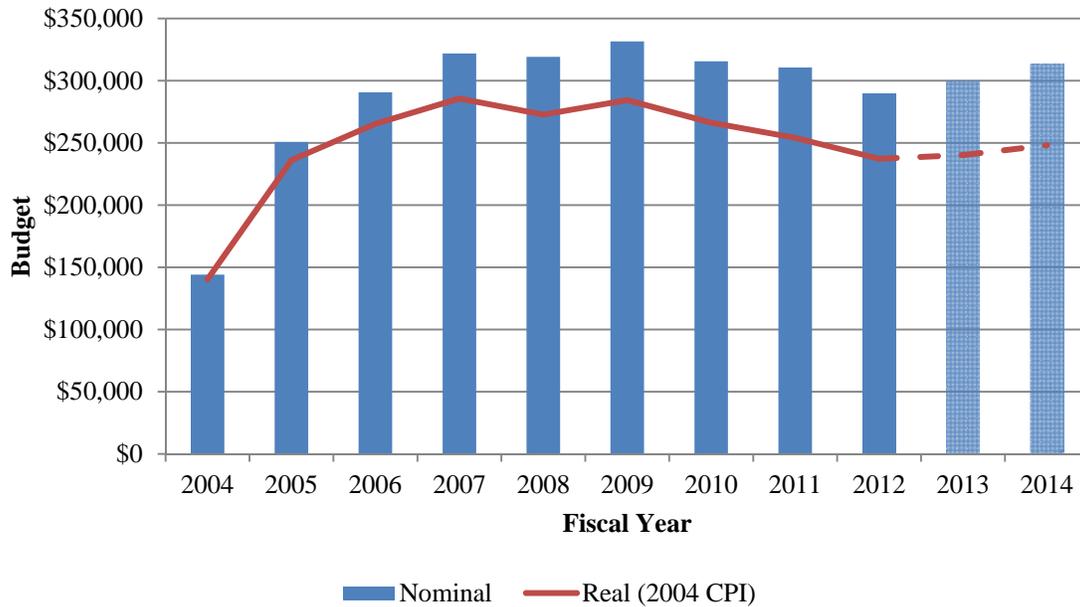
- Develop Branding materials for Clinton
- Develop Clinton 2035 Comprehensive Plan
- Partner with NC DOT to develop the Sampson County Comprehensive Transportation Plan
- Complete Clinton Bicycle Plan
- Partner with Clinton Main Street Advisory Board/Clinton Development Corporation Board and Clinton Main Street Program Committees to complete Clinton Main Street Program web site, Business Development Package, and Brand for Downtown Clinton



FY2013-2014 Budget Highlights

The FY13-14 planning budget is 2.79 percent more than FY12-13. At \$313,600, the planning budget accounts for 3.56 percent of the General Fund budget and is equivalent to \$.046 on the tax rate. The City plans to spend \$35.87 per capita on planning in FY13-14. The primary reason for the budget increase is the increase in salaries and benefits resulting from a promotion of a Planner I to Senior Planner. Half of the Planning Department budget is paid for by Sampson County. The FY13-14 planning budget does not include any capital items.

Planning Budget Trends (with Adjustment for Inflation Comparison)





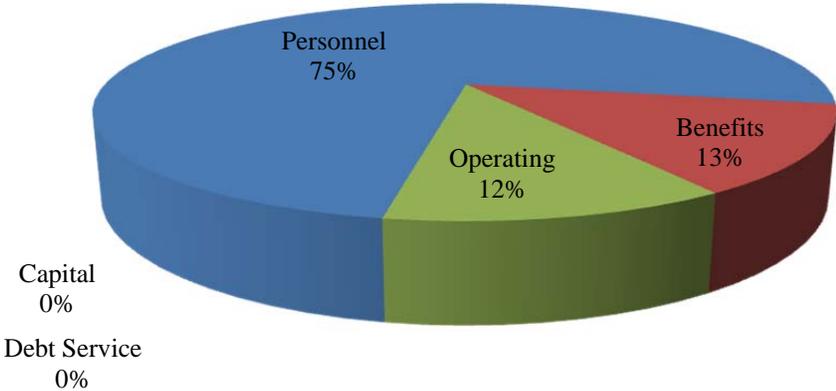
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$206,552	\$226,200	\$225,632	\$235,700	4.20%
Benefits	\$37,036	\$37,900	\$37,978	\$40,500	6.86%
Operating	\$46,449	\$41,000	\$36,003	\$37,400	-8.78%
Capital	\$0	\$0	\$0	\$0	0.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$290,037	\$305,100	\$299,613	\$313,600	2.79%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$290,037	\$305,100	\$299,613	\$313,600	2.79%
Total	\$290,037	\$305,100	\$299,613	\$313,600	2.79%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	5.00	5.00	5.00	5.00	0.00%
Part-time	-	-	-	-	0.00%
Total	5.00	5.00	5.00	5.00	0.00%

Planning Expenditures by Type





Expenditures by Line Item

Planning Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$192,501	\$210,100	\$209,598	\$218,900	4.19%
Temporary Salaries	\$0	\$0	\$0	\$0	0.00%
Professional Services	\$7,326	\$1,800	\$1,575	\$1,800	0.00%
FICA	\$14,051	\$16,100	\$16,034	\$16,800	4.35%
Group Insurance	\$23,641	\$23,700	\$23,641	\$25,000	5.49%
Retirement	\$13,395	\$14,200	\$14,337	\$15,500	9.15%
Telephone	\$1,959	\$1,800	\$1,908	\$1,600	-11.11%
Printing & Office Supplies	\$5,752	\$5,150	\$4,911	\$4,500	-12.62%
Travel & Education	\$2,439	\$3,000	\$2,650	\$2,700	-10.00%
Fire & Life Safety	\$2,875	\$2,850	\$2,850	\$3,200	12.28%
Maint. & Repairs/Building	\$3,473	\$2,800	\$1,750	\$3,800	35.71%
Maint. & Repairs/Auto	\$777	\$1,000	\$500	\$1,000	0.00%
Advertising	\$9,342	\$6,300	\$5,812	\$5,000	-20.63%
Fuel	\$621	\$800	\$640	\$700	-12.50%
Departmental Supplies	\$1,955	\$5,400	\$3,250	\$2,500	-53.70%
Contract Services	\$6,400	\$6,300	\$6,300	\$6,500	3.17%
Dues & Subscription	\$679	\$700	\$645	\$700	0.00%
Workman's Comp	\$2,594	\$2,800	\$2,871	\$3,000	7.14%
Insurance/Auto	\$257	\$300	\$341	\$400	33.33%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Total	\$290,037	\$305,100	\$299,613	\$313,600	2.79%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Provide fair and comprehensive enforcement of city codes.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of violations brought into voluntary compliance	75.8%	54.2%	66%	75%	75%
% decrease in multiple nuisance lot offenses	n/a	5%	7.7%	10%	10%

Council Goal/Focus: Affordable & Varied Housing Opportunities

Department Goal: Encourage infill and downtown development of various housing types.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of residential development occurring on infill lots	n/a	0%	7.5%	10%	25%
% of residential development occurring downtown	0%	0%	0%	5%	5%
% increase in residential units in downtown district	0%	0%	0%	10%	15%
% of residential development represented by multifamily housing	n/a	0%	0%	5%	25%



Council Goal/Focus: Quality Job Growth

Department Goal: Facilitate permitting process to growth of existing businesses and the development of new businesses.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of customers satisfied with permitting process	n/a	n/a	85%	85%	85%
% of customers who feel planning staff is helpful and cooperative	n/a	n/a	85%	85%	85%
% increase in commercial and industrial assessed value	3.02%	2.05%	-.75%	5%	5%

Council Goal/Focus: Enhanced Quality of Life; Welcoming Neighborhoods & Public Spaces

Department Goal: Promote Downtown Clinton as the commercial and cultural center of the city.

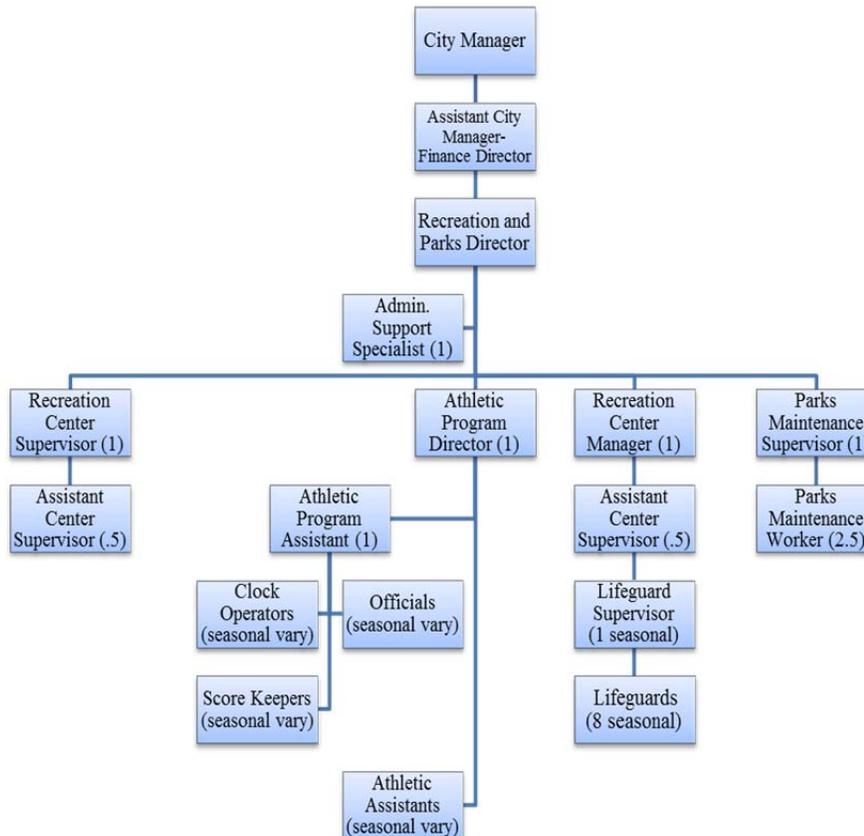
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Downtown commercial & office occupancy rate	n/a	88%	89.9%	90%	95%
% increase in assessed value of downtown special district	17.5%	12.4%	6.2%	10%	10%
% increase in downtown event attendance	n/a	12%	30%	10%	10%
% residents and businesses who feel downtown events are positive	n/a	90%	93%	85%	85%



Mission

Clinton Recreation and Parks is dedicated to the physical and mental wellbeing of the community by maximizing quality leisure opportunities for all ages in clean, safe facilities.

Recreation & Parks Organization Chart



Description

The Clinton Recreation and Parks Department provides a variety of services to the citizens of Clinton and Sampson County. Recreation and Parks provides youth sports programs such as baseball, football, soccer, volleyball, softball, and basketball as well as adult sports including softball and basketball. A variety of programs and activities are available to help keep senior citizens active and healthy. Special events such as the July 4 celebration, annual Easter egg hunt, and Relay for Life 5K, help bring the community together. The department maintains four (4) parks, including the 79-acre Royal Lane Park, two activity centers with gymnasiums, and a municipal pool. The Recreation and Parks Director manages the department, which includes center and program supervisors and staff, three fulltime maintenance employees, administrative support staff, and various seasonal positions. The Recreation and Parks Department is located at 119 Leisure Ln., Clinton, NC. For more information about recreational programs or park facilities, please contact the department at 910-299-4906 or jallen@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Hosted SWAC Baseball Tournament at Royal Lane Park
- Hosted SWAC Basketball Tournament at Sampson Center
- Installed benches and trash/recycling cans at Newkirk Park with help from Newkirk Park Committee
- Implemented new athletic website for scores, schedules, and information for parents
- Extended fields #4 and #5 at Royal Lane Park to meet youth baseball/softball standards
- Replaced windscreens, installed aluminum score tables, yellow fence capping and storage containers on ball fields at Royal Lane Park
- Hosted eight softball and baseball tournaments at Royal Lane Park
- Began development of new master plan for Royal Lane Park
- Increased field rentals
- Implemented Youth Sports Parent Meetings
- Installed pergolas at pool

FY2013-2014 Action Items & Initiatives

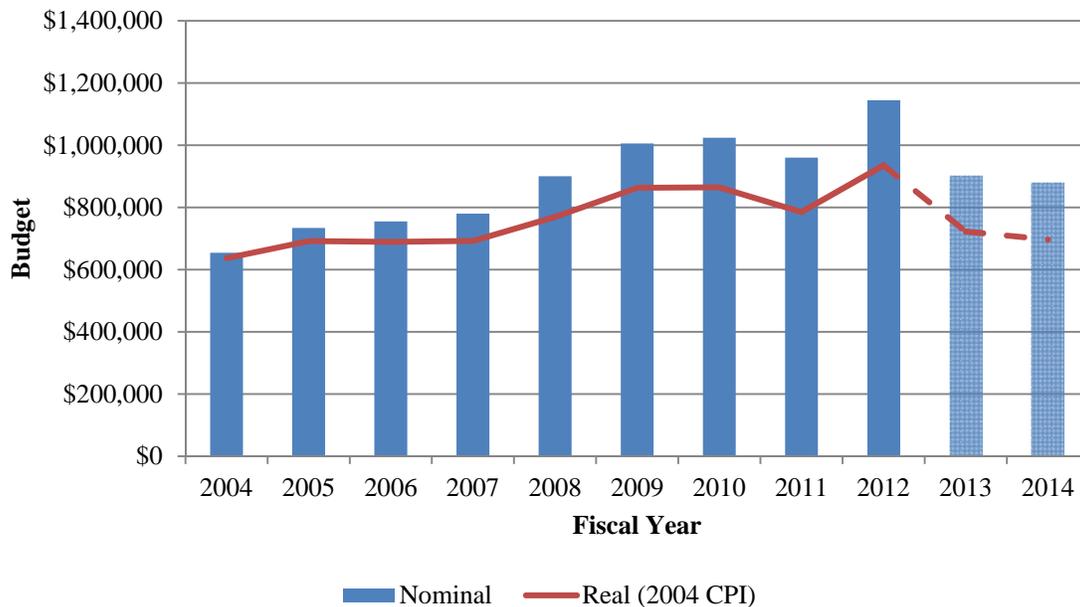
- Offer new programs and opportunities to enrich the lives of our citizens
- Partner with Planning Department to work on Bicycle Plan
- Obtain PARTF Grant funding for Royal Lane Park master plan implementation
- Partner with Ground & Cemetery Division to implement field maintenance practices and schedule
- Expand number of baseball and softball tournaments at Royal Lane Park



FY2013-2014 Budget Highlights

The FY13-14 Recreation and Parks budget reflects a 6.21 percent decrease from FY12-13. This decrease is primarily the result of cutting capital costs for the FY13-14 budget. At \$879,800, the recreation budget accounts for 9.98 percent of the General Fund budget and is equivalent to \$.128 on the tax rate. The City plans to spend \$100.63 per capita on recreation in FY13-14. During the 2012-2013 fiscal year, a new recreation director evaluated staffing levels and reduced a vacant fulltime assistant position at the Bellamy Center to a part-time position. Also this past year, recreation staff worked to develop a new master plan for Royal Lane Park. The department plans to seek PARTF funding to implement park renovations that would begin in FY14-15. The FY13-14 budget does not include any capital expenditures for recreation.

Recreation Budget Trends (with Adjustment for Inflation Comparison)





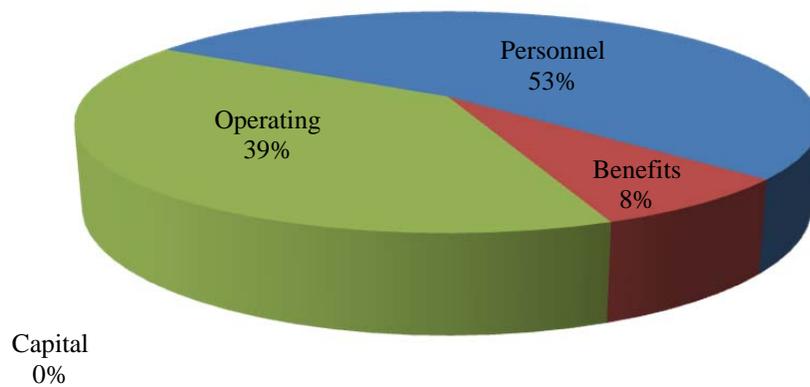
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$468,448	\$448,300	\$437,373	\$469,100	4.64%
Benefits	\$66,223	\$53,300	\$49,895	\$67,100	25.89%
Operating	\$338,114	\$387,300	\$365,134	\$343,600	-11.28%
Capital	\$270,692	\$49,200	\$49,036	\$0	-100.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$1,143,477	\$938,100	\$901,438	\$879,800	-6.21%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$1,143,477	\$938,100	\$901,438	\$879,800	-6.21%
Total	\$1,143,477	\$938,100	\$901,438	\$879,800	-6.21%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	10.00	10.00	9.50	9.00	-10.00%
Part-time	8.00	8.00	7.00	6.00	-25.00%
Total	18.00	18.00	16.50	15.00	-16.67%

Recreation and Parks Expenditures by Type





Expenditures by Line Item

Recreation & Parks Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$320,601	\$258,800	\$254,881	\$312,800	20.87%
Salaries/Part-Time	\$106,438	\$154,000	\$149,411	\$122,000	-20.78%
Salaries/Contract	\$1,648	\$0	\$0	\$0	0.00%
Rental Staff Salaries	\$5,725	\$3,000	\$2,000	\$1,000	-66.67%
Professional Services	\$0	\$21,000	\$20,600	\$6,500	-69.05%
FICA	\$34,036	\$32,500	\$31,081	\$33,300	2.46%
Group Insurance	\$42,735	\$34,300	\$32,461	\$45,000	31.20%
Retirement	\$23,488	\$19,000	\$17,434	\$22,100	16.32%
Telephone	\$9,221	\$8,000	\$7,500	\$8,000	0.00%
Printing & Office Supplies	\$12,612	\$12,500	\$10,000	\$13,500	8.00%
Utilities	\$56,999	\$95,500	\$94,992	\$80,000	-16.23%
Utilities- Fields	\$19,901	\$0	\$0	\$12,000	0.00%
Travel & Education	\$2,853	\$2,000	\$1,200	\$4,000	100.00%
Auto Allowance	\$3,600	\$300	\$300	\$0	-100.00%
Maint. & Repairs/Building	\$8,029	\$32,000	\$29,000	\$10,000	-68.75%
ADA/OSHA Mandates	\$6,481	\$2,000	\$468	\$0	-100.00%
Maint. & Repairs/Equipment	\$73,206	\$19,000	\$18,000	\$20,000	5.26%
Pool Supplies & Maint.	\$36,028	\$23,000	\$23,000	\$23,000	0.00%
Maint. & Repairs/Fields	\$0	\$50,000	\$50,000	\$28,000	-44.00%
Maint. & Repairs/Auto	\$4,658	\$4,000	\$3,849	\$4,000	0.00%
Advertising	\$2,805	\$5,500	\$5,483	\$5,000	-9.09%
Fuel	\$7,521	\$11,000	\$8,447	\$10,000	-9.09%
Departmental Supplies	\$14,257	\$16,500	\$16,500	\$33,000	100.00%
Athletic Supplies	\$21,204	\$23,000	\$17,000	\$22,000	-4.35%
Bellamy Center Supplies	\$3,773	\$4,500	\$3,008	\$4,000	-11.11%
Sampson Center Programs	\$547	\$2,000	\$2,000	\$2,000	0.00%
Children's Toy Program	\$5,000	\$5,000	\$5,000	\$5,000	0.00%
Recreation Community Grant	\$1,095	\$0	\$0	\$0	0.00%
Uniforms	\$4,389	\$3,500	\$2,650	\$4,300	22.86%
Team Uniforms	\$12,673	\$12,000	\$12,000	\$15,000	25.00%
Contract Services	\$9,624	\$9,500	\$9,331	\$9,000	-5.26%
Dues & Subscription	\$917	\$750	\$410	\$1,000	33.33%
Workman's Comp	\$11,763	\$13,400	\$13,203	\$12,300	-8.21%
Insurance/Auto	\$989	\$1,200	\$1,185	\$1,500	25.00%
Insurance/Building	\$7,153	\$8,400	\$8,258	\$8,700	3.57%
Miscellaneous	\$816	\$1,750	\$1,750	\$1,800	2.86%
Capital Outlay/Improvements	\$270,692	\$0	\$0	\$0	0.00%
Capital Outlay/Equipment	\$0	\$49,200	\$49,036	\$0	-100.00%
Total	\$1,143,477	\$938,100	\$901,438	\$879,800	-6.21%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Enhanced Quality of Life

Department Goal: Provide enjoyable, healthy programs and opportunities for people of all ages and abilities.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of parents who believe their child was treated fairly and learned good sportsmanship	n/a	n/a	n/a	75%	85%
% of residents satisfied with recreation programs and opportunities	n/a	n/a	n/a	70%	85%
% increase in non-athletic program participation	n/a	18%	11.34%	10%	10%
% increase in athletic program participation	3.0%	-6.2%	2.1%	5%	5%
% of local youth participating in athletic programs	56.1%	59.4%	58%	60%	60%
% increase in senior program participation	n/a	26%	9.67%	20%	20%

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Provide clean and safe facilities and amenities.

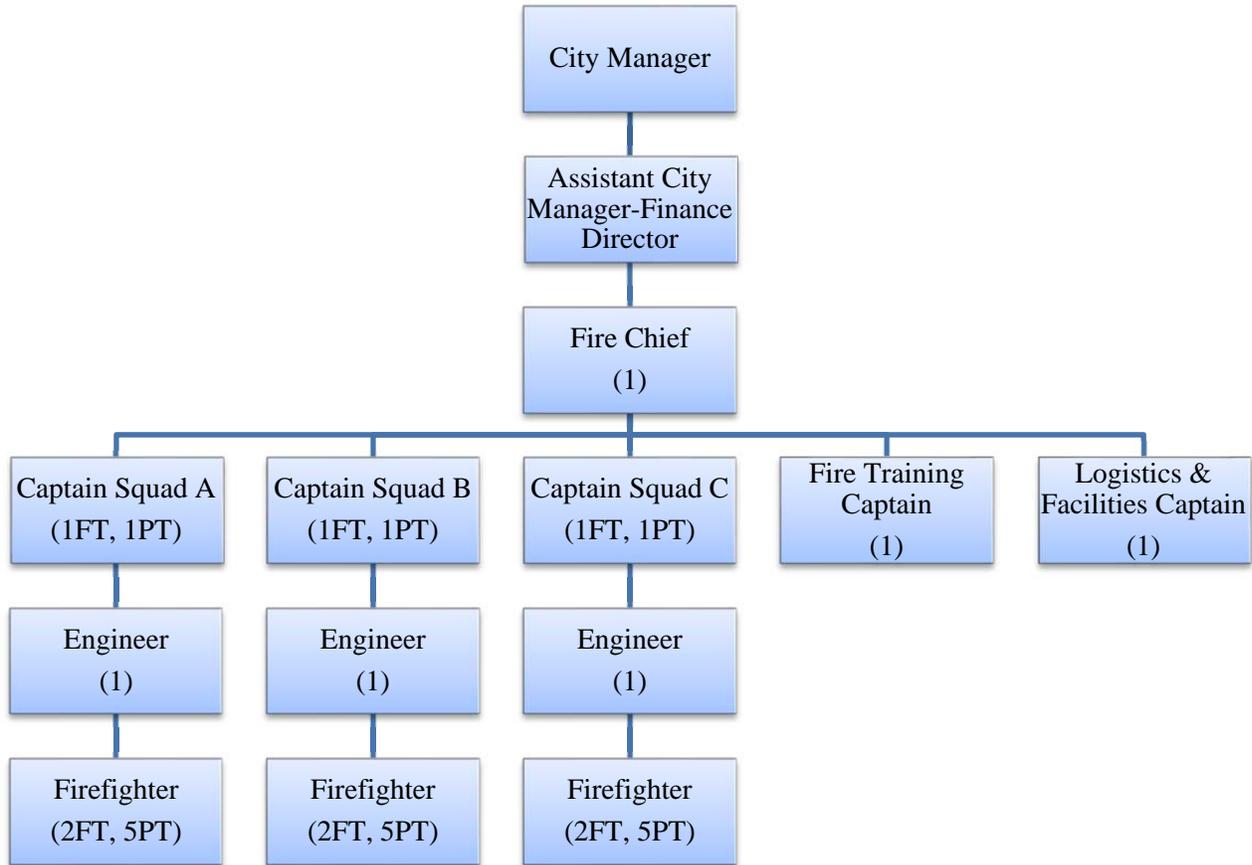
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of residents satisfied with overall quality of city parks	n/a	n/a	n/a	70%	80%
% of residents satisfied with safety of park equipment and amenities	n/a	n/a	n/a	70%	90%
% of residents who feel safe at city parks and facilities	n/a	n/a	n/a	75%	90%
% of residents satisfied with city park and facilities cleanliness	n/a	n/a	n/a	80%	80%



Mission

To protect life and property through effective fire suppression, fire prevention, and public education.

Fire Organization Chart



Description

The Clinton Fire Department provides fire and rescue services for the City of Clinton and Sampson County. The ISO rating in the city is 5 for commercial, and 6 for residential. The Clinton Fire Department is a certified heavy rescue provider with the North Carolina Association of Rescue and Emergency Medical Services (EMS), as well as trench rescue, confined space rescue, rope rescue, and structural collapse rescue provider. The Fire Chief directs the Fire Department with the assistance of four (4) fulltime and three (3) part-time captains. The department includes nine (9) fulltime firefighters, a fulltime training captain, and 15 part-time firefighters. The Fire Department main office is located at 222 Wall St., Clinton, NC. For more information about the Fire Department, please contact the department at 910-299-4902 or asnyder@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Transitioned from 3 shifts “on” and 4 shifts “off” to a 24 hours “on” and 48 hours “off” with a Kelly-day
- Added one fulltime firefighter to each shift
- Transition from standard operating guidelines to standard operating procedures
- Continue the on-going process of developing and implementing new standard operating procedures to foster a professional organization
- Implemented a physical fitness program for all fire department employees
- Implemented on-duty training program
- Began to implement a career development program for all fire department employees
- Purchased a new aerial truck with pumping capabilities (quint)
- Received two community grants for purchase of equipment
- Implemented new records management software
- Installed tablet technology on the fire apparatus
- Implemented vehicle accidents and hazardous material cost recovery program
- Began staffing Beaman Street station in the evenings

FY2013-2014 Action Items & Initiatives

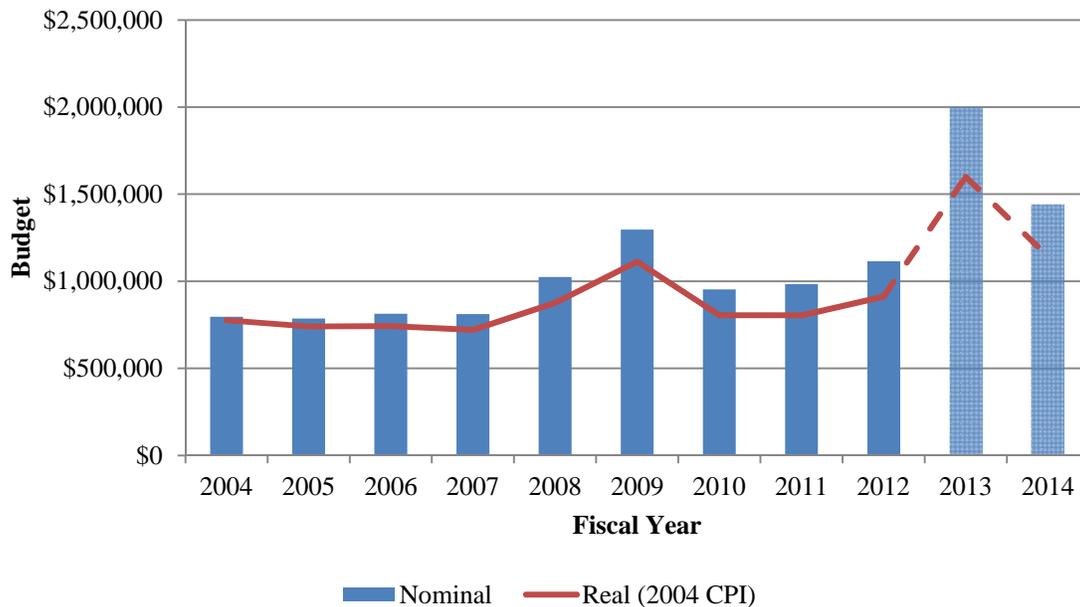
- Develop 5-year master plan for department
- Develop 3-year plan for adequate staffing based on recent staffing study and recognized standards
- Develop and implement community risk reduction programs
- Develop comprehensive staff reports from new records management software
- Staff Beaman Street station consistently on a 24-hour basis
- Place new aerial truck (quint) in service



FY2013-2014 Budget Highlights

The Clinton Fire Department budget reflects a 29.68 percent decrease for FY13-14. At \$1,444,200, the fire budget accounts for 16.38 percent of the General Fund budget and is equivalent to \$.211 on the tax rate. The City plans to spend \$165.18 per capita for fire in FY13-14. The largest decrease is reflected in capital outlay. In FY12-13, the department purchased a quint fire apparatus for \$675,000, which inflated the budget. Adjusting for the quint, the fire department budget is 4.74 percent higher than in FY12-13. The debt service required for the new truck replaces a retired debt obligation for a previous truck. The annual debt service payments are comparable. Increases in the FY13-14 budget are primarily due to personnel and equipment costs. The department added one fulltime firefighter to each of the three squads in the second half of FY12-13 and created a fulltime Logistics and Facility Maintenance Captain position. There is no capital outlay in the fire department FY13-14 budget.

Fire Budget Trends (with Adjustment for Inflation Comparison)





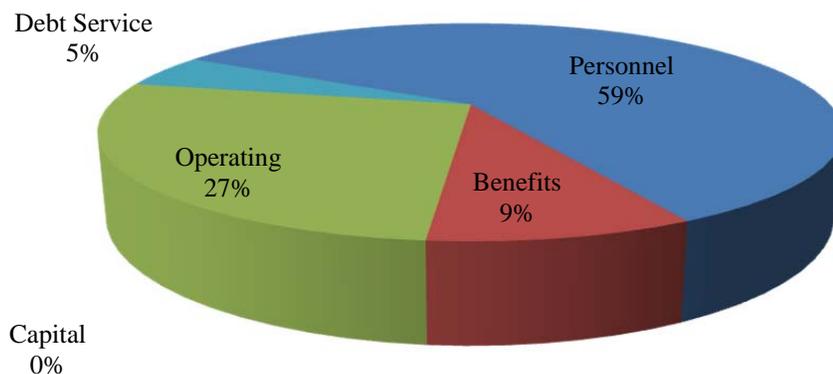
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$653,665	\$769,300	\$746,622	\$852,000	10.75%
Benefits	\$90,893	\$104,200	\$97,828	\$132,300	26.97%
Operating	\$297,548	\$425,000	\$402,184	\$388,100	-8.68%
Capital	\$72,286	\$683,000	\$677,671	\$0	-100.00%
Debt Service	\$0	\$72,300	\$72,079	\$71,800	0.00%
Total	\$1,114,392	\$2,053,800	\$1,996,384	\$1,444,200	-29.68%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$1,114,392	\$2,053,800	\$1,996,384	\$1,444,200	-29.68%
Special Dept.	\$0	\$0	\$0	\$0	0.00%
Total	\$1,114,392	\$2,053,800	\$1,996,384	\$1,444,200	-29.68%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	11.00	14.00	12.00	15.00	7.14%
Part-time	18.00	18.00	17.00	18.00	0.00%
Total	29.00	32.00	29.00	33.00	3.13%

Fire Expenditures by Type





Expenditures by Line Item

Fire Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$415,931	\$485,800	\$479,243	\$570,000	17.33%
Part-Time Workers	\$191,132	\$228,000	\$214,321	\$220,000	-3.51%
FICA	\$46,602	\$55,500	\$53,058	\$62,000	11.71%
Group Insurance	\$47,645	\$55,100	\$50,388	\$75,000	36.12%
Retirement	\$43,248	\$49,100	\$47,440	\$57,300	16.70%
Transfer To Fireman Fund	\$14,034	\$14,400	\$14,375	\$14,400	0.00%
Telephone	\$2,272	\$4,000	\$3,912	\$3,000	-25.00%
Printing & Office Supplies	\$3,024	\$5,500	\$5,069	\$9,000	63.64%
Utilities	\$13,449	\$17,000	\$17,105	\$17,000	0.00%
Training	\$4,440	\$8,500	\$7,000	\$5,000	-41.18%
Fire & Life Safety	\$84	\$500	\$500	\$1,000	100.00%
Maint. & Repairs/Building	\$3,255	\$10,800	\$9,000	\$9,000	-16.67%
Maint. & Repairs/Equipment	\$16,153	\$20,000	\$18,000	\$25,000	25.00%
Maint. & Repairs/Auto	\$29,566	\$35,000	\$31,000	\$24,000	-31.43%
Advertising	\$2,983	\$1,500	\$1,500	\$2,000	33.33%
Fuel	\$22,551	\$27,000	\$24,000	\$30,000	11.11%
Departmental Supplies	\$35,461	\$8,500	\$7,500	\$6,500	-23.53%
Tools & Equipment	\$4,829	\$55,350	\$53,167	\$62,100	12.20%
Haz-Mat Supplies	\$2,282	\$2,000	\$2,000	\$1,800	-10.00%
Uniforms	\$7,904	\$14,750	\$14,647	\$20,000	35.59%
Turn-Out Equipment	\$17,871	\$57,300	\$57,300	\$44,000	-23.21%
Contract Services	\$58,836	\$98,500	\$93,500	\$67,900	-31.07%
Dues & Subscription	\$2,320	\$2,700	\$2,700	\$5,000	85.19%
Workman's Comp	\$19,711	\$21,000	\$19,553	\$20,600	-1.90%
Insurance/Auto	\$7,002	\$8,800	\$8,500	\$10,000	13.64%
Insurance/Building	\$6,976	\$7,000	\$6,956	\$7,300	4.29%
Miscellaneous	\$4,030	\$1,000	\$1,000	\$3,500	250.00%
Fire Grant	\$8,515	\$3,900	\$3,900	\$0	-100.00%
Building Payment	\$10,000	\$0	\$0	\$0	0.00%
Capital Outlay/Equipment	\$72,286	\$683,000	\$677,671	\$0	-100.00%
Debt Service Principle	\$0	\$70,000	\$69,865	\$57,300	-18.14%
Debt Service Interest	\$0	\$2,300	\$2,214	\$14,500	530.43%
Total	\$1,114,392	\$2,053,800	\$1,996,384	\$1,444,200	-29.68%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Mitigate the loss of life and property due to fire.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of fires contained to room or area of origin	45%	45%	50%	60%	75%
Number of civilian injuries related to fire per 1,000 residents	.11	.12	.002	10.00	10.00
Number of civilian deaths related to fire per 1,000 residents	0.00	0.00	0.00	0.00	0.00
Average \$ value lost from fire per \$1,000 in property protected	\$1.54	n/a	\$1.10	<\$2.00	<\$5.00

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Respond to calls for service in safe and efficient manner.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of calls involving threat to life or property responded to within 5 minutes	50%	80%	85%	95%	95%
Number of firefighter injuries per 100 calls	.26	0.0	0.0	0.00	<5.00
\$ value per call of damage caused by department while responding to a call	\$0.00	\$0.00	\$5,000	\$0.00	<\$500.00



Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Departmental Goal: Community Risk Reduction (Fire Prevention)

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of target hazards inspected & pre-planned	n/a	n/a	<5%	75%	100%
% of public assembly inspected & pre-planned	n/a	n/a	<1%	75%	100%
% of commercial businesses inspected & pre-planned	n/a	n/a	<1%	75%	100%

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Departmental Goal: Community Risk Reduction (Public Education)

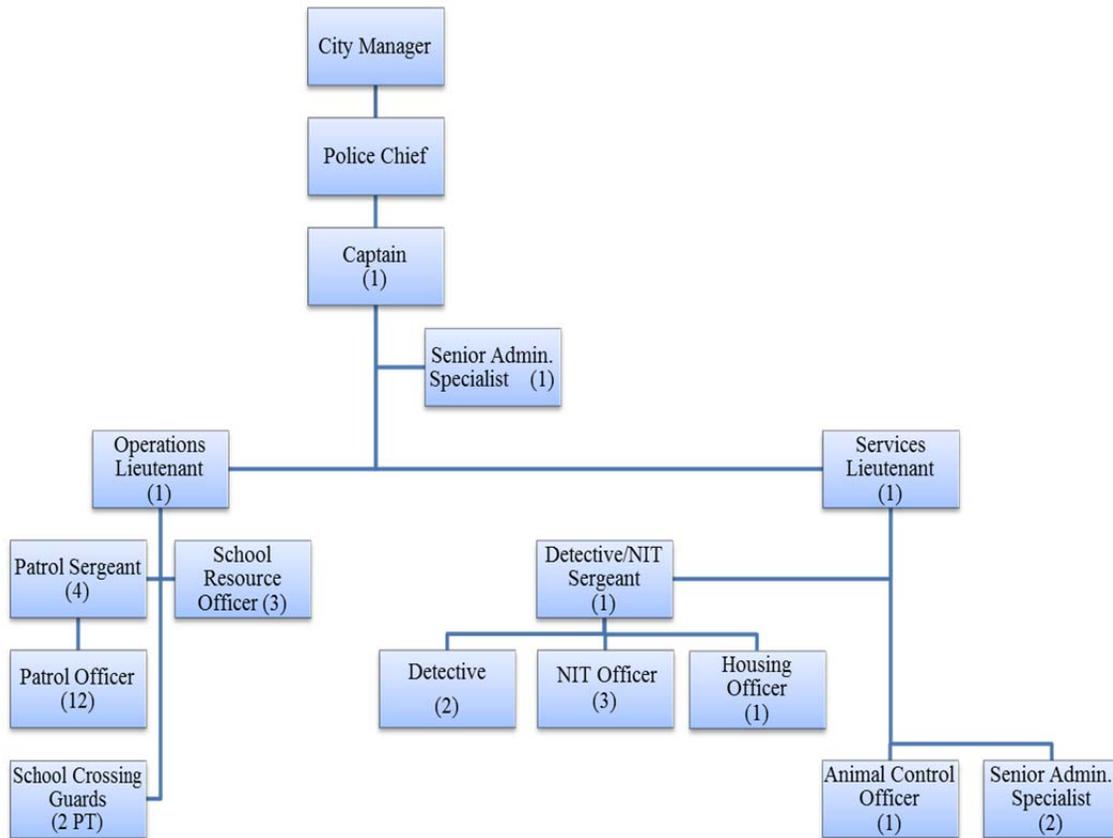
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of elementary schools visited	100%	100%	100%	100%	100%
% of single family dwelling inspected	n/a	n/a	0.0%	10%	100%
Number of programs available to community	n/a	n/a	3	6	20



Mission

To enhance the quality of life the community by building partnerships that will help provide a safe, secure community through proactive and impartial enforcement of the laws of North Carolina and the United States Constitution.

Police Organization Chart



Description

The Clinton Police Department is a full service law enforcement agency and is recognized by CALEA. The department is responsible for the enforcement of all local and state laws and the investigation of any crimes within the city limits of Clinton, North Carolina. The Police Chief directs the department with one captain and two lieutenants who oversee the administrative and operational divisions. The department consists of 29 full-time sworn police officers, three (3) civilian support staff members, one (1) animal control officer (non-sworn), and reserve officers. The Police Department is located at 222 Lisbon St., Clinton, NC. For more information about the Police Department, please contact the department at 910-592-3105 or jtilley@cityofclintonnc.us.



FY2012-2013 Accomplishments

- Upgraded records management software
- Installed 8 in-car video cameras
- Completed CALEA accreditation process (final inspection July 2013)
- Obtained new police K9, “Junior”
- Established volunteer program at Sunset Avenue School
- Started city code enforcement, removed 71 nuisance vehicles

FY2013-2014 Action Items & Initiatives

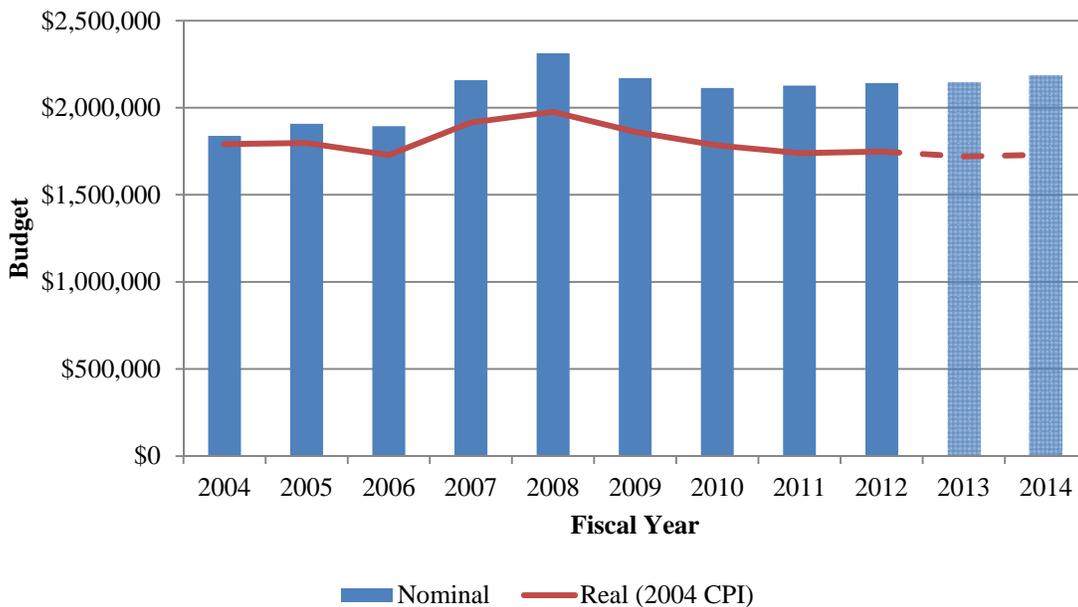
- Achieve full CALEA accreditation
- Initiate Latino community meetings
- Establish a bicycle patrol
- Create a video equipped interview room



FY2013-2014 Budget Highlights

The Police Department budget is 1.34 percent more in FY13-14 primarily due to an increase in departmental supplies and training, travel, and education for personnel. At \$2,186,700, the police budget accounts for 24.8 percent of the General Fund budget and is equivalent to \$.319 on the tax rate. The City plans to spend \$250.11 per capita for police in FY13-14. Capital expenditures in the FY13-14 police budget represent three (3) new police vehicles as part of the department’s annual replacement program.

Police Budget Trends (with Adjustment for Inflation Comparison)





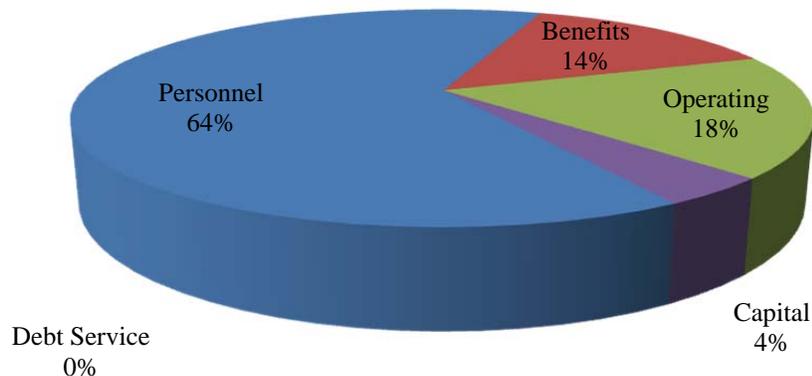
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$1,389,548	\$1,389,800	\$1,390,456	\$1,394,100	0.31%
Benefits	\$309,863	\$292,700	\$292,214	\$308,000	5.23%
Operating	\$376,093	\$389,300	\$377,533	\$394,600	1.36%
Capital	\$61,832	\$86,000	\$85,657	\$90,000	4.65%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$2,137,336	\$2,157,800	\$2,145,860	\$2,186,700	1.34%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$2,137,336	\$2,157,800	\$2,145,860	\$2,186,700	1.34%
Total	\$2,137,336	\$2,157,800	\$2,145,860	\$2,186,700	1.34%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	34.00	34.00	33.50	33.00	-2.94%
Part-time	2.00	2.00	2.00	2.00	0.00%
Total	36.00	36.00	35.50	35.00	-2.78%

Police Expenditures by Type





Expenditures by Line Item

Police Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$1,150,086	\$1,145,000	\$1,145,708	\$1,147,400	0.21%
Salaries/HUD Officers	\$33,058	\$34,000	\$33,807	\$33,500	-1.47%
School Officers	\$107,887	\$112,800	\$112,130	\$114,200	1.24%
Professional Services	\$20,619	\$26,500	\$25,134	\$5,000	-81.13%
FICA	\$98,517	\$98,000	\$98,811	\$99,000	1.02%
Group Insurance	\$164,756	\$156,000	\$155,844	\$165,000	5.77%
Retirement	\$87,904	\$82,000	\$82,242	\$88,500	7.93%
401(K)	\$57,203	\$54,700	\$54,128	\$54,500	-0.37%
Employee Training	\$5,306	\$2,500	\$2,000	\$6,000	140.00%
Telephone	\$19,458	\$18,000	\$18,133	\$18,000	0.00%
Printing & Office Supplies	\$7,170	\$8,500	\$8,500	\$8,500	0.00%
Utilities	\$10,812	\$13,000	\$12,863	\$12,000	-7.69%
Tipping Fee	\$1,381	\$0	\$0	\$0	0.00%
Travel & Education	\$2,623	\$3,000	\$3,000	\$6,000	100.00%
Maint. & Repairs/Building	\$5,590	\$5,500	\$4,470	\$9,000	63.64%
Maint. & Repairs/Equipment	\$17,803	\$11,000	\$11,048	\$15,000	36.36%
Maint. & Repairs/Auto	\$23,634	\$40,000	\$40,000	\$40,000	0.00%
Equipment Rental	\$2,771	\$1,500	\$500	\$1,000	-33.33%
Advertising	\$2,637	\$1,000	\$1,000	\$1,000	0.00%
Fuel	\$88,997	\$100,000	\$100,000	\$100,000	0.00%
Departmental Supplies	\$50,457	\$29,000	\$25,000	\$39,700	36.90%
Uniforms	\$17,346	\$13,500	\$13,887	\$15,500	14.81%
Contract Services	\$18,814	\$34,500	\$34,164	\$38,000	10.14%
Dues & Subscription	\$410	\$400	\$300	\$400	0.00%
CALEA Accreditation Fees	\$251	\$6,000	\$5,795	\$4,500	-25.00%
Workman's Comp	\$33,067	\$32,000	\$29,277	\$30,800	-3.75%
Insurance/Auto	\$14,326	\$18,500	\$18,489	\$19,500	5.41%
Insurance/Building	\$3,910	\$4,300	\$4,366	\$4,600	6.98%
Insurance/Public Liability	\$12,805	\$17,000	\$16,807	\$18,500	8.82%
Miscellaneous	\$884	\$1,600	\$1,000	\$600	-62.50%
Special Funds	\$3,000	\$0	\$0	\$0	0.00%
K-9	\$12,022	\$2,000	\$1,800	\$1,000	-50.00%
Capital Outlay/Equipment	\$61,832	\$86,000	\$85,657	\$90,000	4.65%
Total	\$2,137,336	\$2,157,800	\$2,145,860	\$2,186,700	1.34%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Promote community partnerships with our citizens to maintain public confidence and resolve neighborhood concerns.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of residents satisfied with police services in each district	n/a	n/a	n/a	75%	75%
% of residents who feel the police are trustworthy	n/a	n/a	n/a	75%	75%
% of residents and businesses who feel police are helpful and cooperative	n/a	n/a	n/a	75%	75%
Value of property recovered by PD	n/a	n/a	\$47,175	n/a	n/a
Value of drugs seized by NIT team	\$10,645	\$11,287	\$12,650	n/a	n/a

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Reduce crimes against persons and property by conducting proactive patrols and operations.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
UCR crimes per 1,000 population	74.4	68.4	72.3	<50	<50
Clearance rate for reported Part I offenses – Violent Crimes	n/a	56%	54%	55%	55%
Clearance rate for reported Part I offenses – Property Crimes	n/a	26%	23%	35%	35%
Average response time to priority calls	n/a	n/a	6:30	<7 min	<7 min



Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Improve traffic safety by addressing speeding, moving violations, DWI, and other driving offenses.

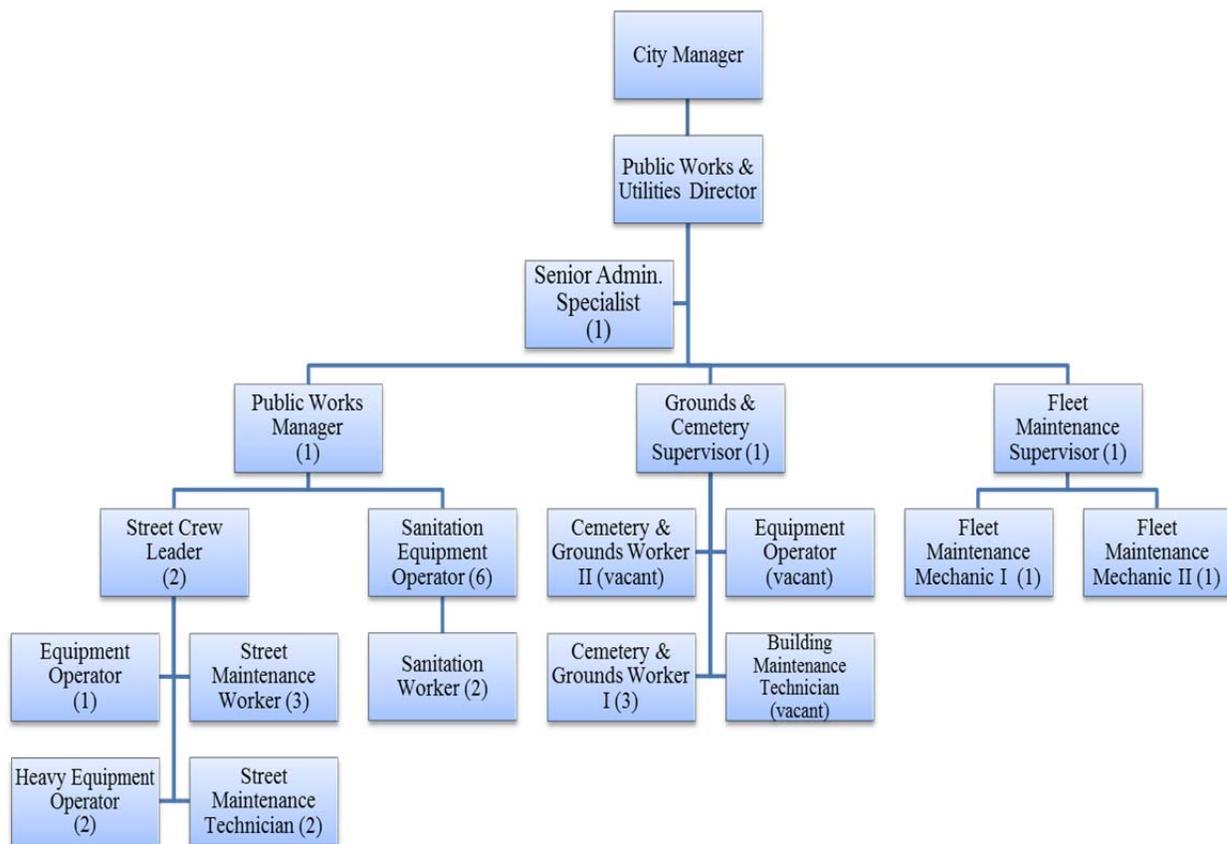
Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
# of accidents per 1,000 population	n/a	64.3	89.0	<75	<75
% reduction in reportable traffic crashes	n/a	-33%	+73%	-10%	-25%
% accidents involving DWI	n/a	n/a	2%	<10%	<10%
% accidents involving pedestrians	n/a	1%	1%	5%	<5%



The Public Works and Utilities Department provides many essential services for citizens, including refuse collection (both residential and commercial), buildings and grounds maintenance, street and sidewalk construction and maintenance, environmental services, fleet maintenance, cemetery management and maintenance, and pest control. One of the most important services the department provides is ensuring safe drinking water to the public and the treatment of wastewater. Public Works and Utilities consists of seven divisions: City Garage, Grounds & Cemetery Maintenance, Sanitation, Streets, Utility Line Maintenance, Wastewater Treatment, and Water Production. The four (4) Public Works divisions (City Garage, Grounds & Cemetery Maintenance, Sanitation, and Streets) are funded through the General Fund and the three (3) Public Utilities divisions are funded through the Water and Sewer Fund. As part of the Public Works and Utilities Department, all divisions share a common mission statement:

To improve the quality of life for Clinton residents, businesses, and visitors through responsive, efficient, and effective services that maintain city facilities, provide a safe and friendly transportation system for motorists and pedestrians, provide a safe and reliable water supply, and properly dispose of wastewater and solid waste.

Public Works Organization Chart





Description

The City Garage ensures the maintenance and repair of over 200 units of equipment and vehicles owned and operated by the City of Clinton. This includes maintenance, repair, and vehicle inspection certification. In addition, the staff assists with the repair of operational equipment located at our water pollution control facility, sanitary sewer lift stations, and well sites. The Garage Supervisor and two mechanics operate the garage. The City Garage is located at 200 John St., Clinton, NC. For more information about the City Garage, please contact the Garage Supervisor at 910-299-4905 or maylor@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Maintained inspection dates and service for 98 licensed vehicles
- Maintained basic service and repair for 20 non-licensed pieces of mobile equipment
- Provided basic service on 16 generators
- Provided daily repair for all city wide equipment and vehicle repairs

FY2013-2014 Action Items & Initiatives

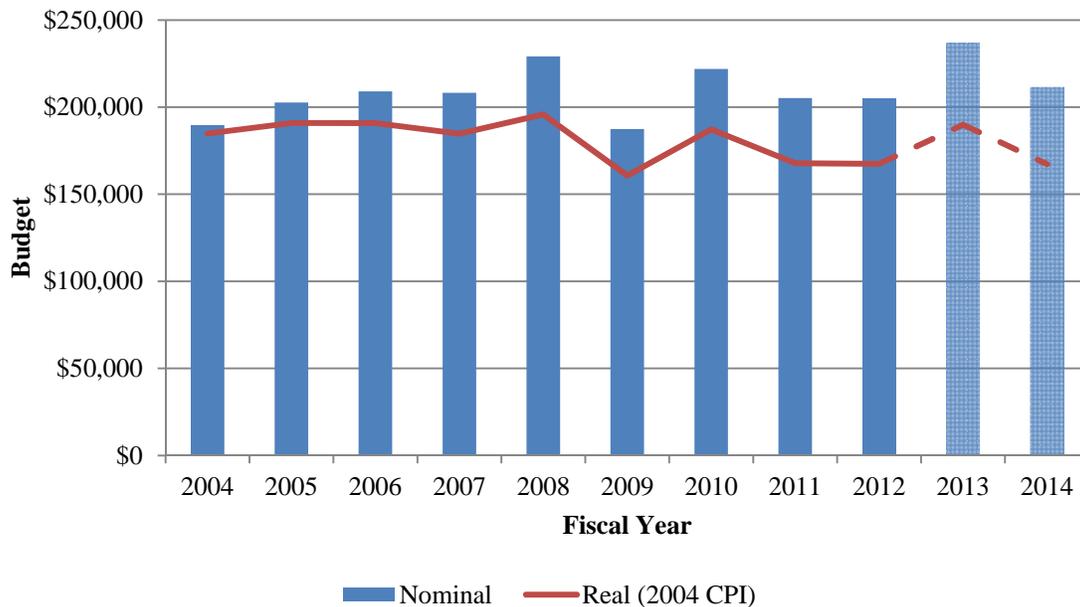
- Review and update tool and equipment inventory
- Implement AC recovery plan with new equipment
- Implement new vehicle repair and maintenance tracking system for performance measures
- Perform all inspections on time



FY2013-2014 Budget Highlights

The City Garage budget for FY13-14 reflects a 13.61 percent decrease. At \$211,400, the garage budget accounts for 2.4 percent of the General Fund budget and is equivalent to \$.031 on the tax rate. The City plans to spend \$24.18 per capita for garage operations in FY13-14. Most changes are small decreases in individual line items. The most significant decrease is in the building maintenance line item, which is reduced because of the facilities renovations planned for FY13-14. The FY13-14 garage budget does not include any capital expenses.

City Garage Budget Trends (with Adjustment for Inflation Comparison)





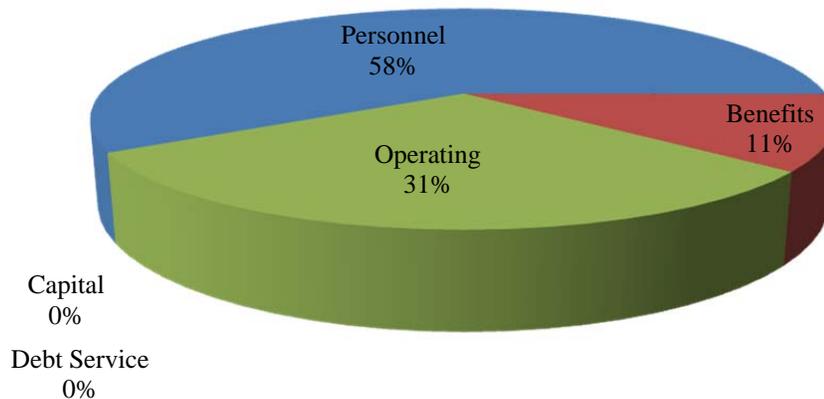
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$122,914	\$122,200	\$120,715	\$123,500	1.06%
Benefits	\$22,736	\$21,900	\$21,854	\$23,100	5.48%
Operating	\$59,098	\$100,600	\$94,391	\$64,800	-35.59%
Capital	\$0	\$0	\$0	\$0	0.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$204,748	\$244,700	\$236,960	\$211,400	-13.61%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$204,748	\$244,700	\$236,960	\$211,400	-13.61%
Total	\$204,748	\$244,700	\$236,960	\$211,400	-13.61%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	3.00	3.00	3.00	3.00	0.00%
Part-time	-	-	-	-	0.00%
Total	3.00	3.00	3.00	3.00	0.00%

Public Works: City Garage Expenditures by Type





Expenditures by Line Item

City Garage Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$114,660	\$113,500	\$112,137	\$114,700	1.06%
FICA	\$8,254	\$8,700	\$8,578	\$8,800	1.15%
Group Insurance	\$14,730	\$14,200	\$14,184	\$15,000	5.63%
Retirement	\$8,006	\$7,700	\$7,670	\$8,100	5.19%
Telephone	\$2,582	\$3,000	\$2,653	\$2,500	-16.67%
Printing & Office Supplies	\$0	\$2,500	\$2,075	\$1,500	-40.00%
Utilities	\$9,836	\$15,000	\$14,417	\$15,000	0.00%
Tipping Fee	\$1,774	\$0	\$0	\$0	0.00%
Travel & Education	\$1,565	\$2,000	\$1,500	\$2,000	0.00%
Maint. & Repairs/Building	\$13,307	\$47,900	\$47,432	\$15,000	-68.68%
Maint. & Repairs/Equipment	\$5,312	\$3,500	\$3,071	\$2,500	-28.57%
Maint. & Repairs/Auto	\$1,020	\$3,000	\$1,504	\$2,000	-33.33%
Advertising	\$0	\$0	\$0	\$500	
Fuel	\$2,273	\$3,000	\$2,116	\$2,500	-16.67%
Office Supplies	\$1,704	\$0	\$0	\$0	0.00%
Departmental Supplies	\$7,803	\$6,500	\$6,020	\$6,000	-7.69%
Special Tools	\$2,335	\$3,700	\$3,850	\$4,000	8.11%
Uniforms	\$2,449	\$2,300	\$1,723	\$2,300	0.00%
Safety Supplies	\$554	\$500	\$500	\$500	0.00%
Workman's Comp	\$3,187	\$3,500	\$3,103	\$3,300	-5.71%
Insurance/Auto	\$255	\$800	\$699	\$800	0.00%
Insurance/Building	\$3,142	\$3,400	\$3,728	\$4,200	23.53%
Miscellaneous	\$0	\$0	\$0	\$200	
Total	\$204,748	\$244,700	\$236,960	\$211,400	-13.61%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Financial Sustainability

Department Goal: Perform preventative maintenance on all vehicles to minimize emergency repairs and reduce costs.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Average annual maintenance cost per vehicle	n/a	\$1,293.10	\$1877.56	<\$1200.00	<\$900.00
Cost per mile driven of heavy vehicles	n/a	n/a	n/a	<\$1.00	<\$1.00
Cost per mile driven of light vehicles	n/a	n/a	n/a	<\$.20	<\$.20
Cost per mile driven of police vehicles	n/a	n/a	n/a	<\$.25	<\$.25

Council Goal/Focus: Financial Sustainability

Department Goal: Perform effective repairs on vehicles in a timely manner to reduce downtime.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of services completed within scheduled time	n/a	n/a	90%	90%	90%
% of repairs requiring additional work within 60 days	n/a	n/a	n/a	<1%	<1%
Average number of days heavy vehicles are unavailable due to repairs	n/a	n/a	n/a	<3.0	<3.0
Average number of days light vehicles are unavailable due to repairs	n/a	n/a	2.0	<2.0	<2.0
Average number of days police vehicles are unavailable due to repairs	n/a	n/a	2.0	<2.0	<2.0



Description

The Cemetery and Grounds Maintenance Division is responsible for operations and maintenance of the city's three cemeteries (Springvale, Sandhill, and Clinton Cemetery), the grounds upkeep of city buildings, and pest control throughout the city. The division consists of the Grounds Superintendent and three grounds workers. Cemetery and Ground Maintenance is located at 200 John St., Clinton, NC. For more information about cemeteries, grounds maintenance, or mosquito control, please contact the Grounds Superintendent at 910-299-4905 or bdraughon@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Removed more than 150 mowing obstructions from cemeteries
- Removed over 100 cubic yards of green waste while developing Lewis Street portion of Sandhill Cemetery
- Maintained all grave sites without use of roundup herbicide
- Developed Mobile 311 cemetery software for all grave sales in new cemetery sections
- Reduced fulltime staff through utilization of Department of Corrections labor
- Eliminated fire ant complaints
- Reduced general cemetery related complaints
- Spayed 85 percent of all city properties with pre-emergent herbicide spring and fall, reducing non-seasonal mowing requirements
- Provided mosquito control city-wide weekly in season utilizing Mobile 311 documentation
- Trained staff and developed shop to conduct in-house maintenance and repair of equipment
- Installed all corner markers within one week of purchase

FY2013-2014 Action Items & Initiatives

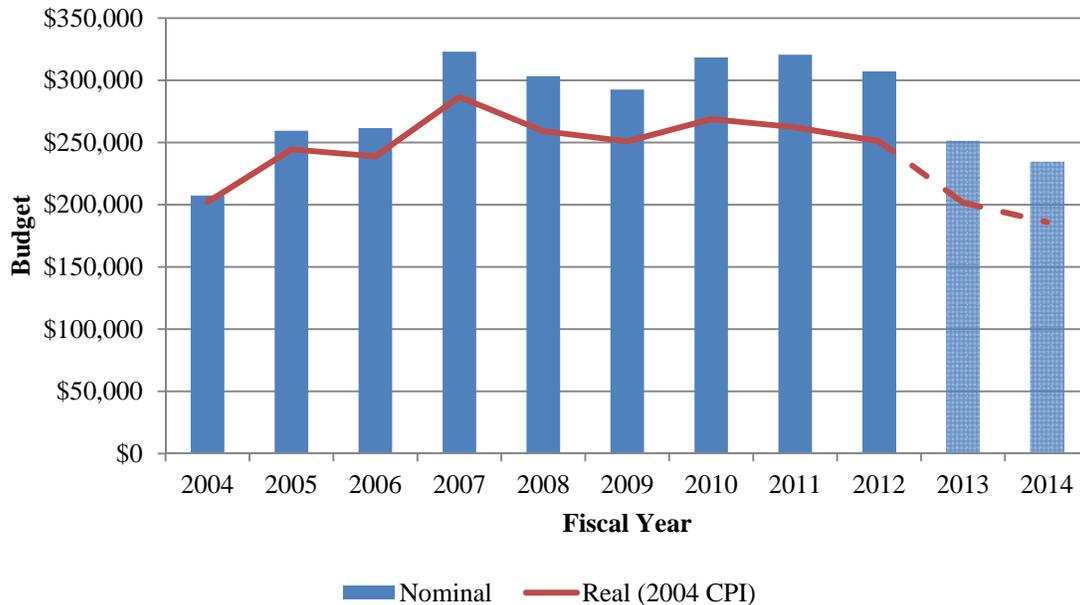
- Reduce mowing cycles to once every ten days
- Implement safety & accident free program
- Help Recreation Department establish a turf maintenance program



FY2013-2014 Budget Highlights

The FY13-12 Grounds and Cemetery budget reflects a 12.05 percent decrease from FY12-13. At \$235,000, the grounds and cemetery budget accounts for 2.66 percent of the General Fund budget and is equivalent to \$.034 on the tax rate. The City plans to spend \$26.88 per capita for grounds and cemetery maintenance in FY13-14. The largest decrease in the grounds budget is due to the reduction in supplies and capital costs. The grounds budget includes \$10,000 in capital expenses for a new mower

Grounds & Cemetery Budget Trends (with Adjustment for Inflation Comparison)





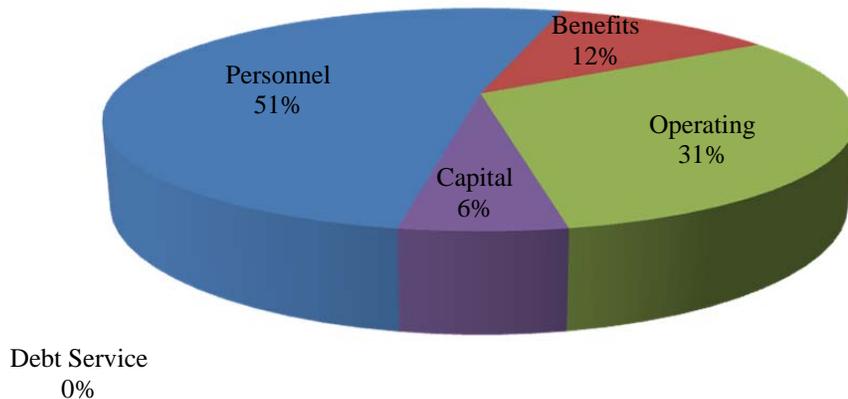
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$137,896	\$115,400	\$111,158	\$121,300	5.11%
Benefits	\$27,694	\$25,300	\$23,810	\$27,900	10.28%
Operating	\$102,684	\$97,000	\$88,714	\$72,300	-25.46%
Capital	\$38,453	\$29,500	\$27,837	\$13,500	-54.24%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$306,727	\$267,200	\$251,519	\$235,000	-12.05%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$281,727	\$207,200	\$191,519	\$195,000	-5.89%
Cemetery	\$25,000	\$60,000	\$60,000	\$40,000	-33.33%
Total	\$306,727	\$267,200	\$251,519	\$235,000	-12.05%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	4.00	4.50	4.00	4.00	-11.11%
Part-time	-	-	-	-	0.00%
Total	4.00	4.50	4.00	4.00	-11.11%

**Public Works: Grounds Maintenance
Expenditures by Type**





Expenditures by Line Item

Grounds Maintenance Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$110,176	\$105,600	\$102,330	\$111,700	5.78%
Temporary Salaries	\$19,641	\$1,000	\$1,000	\$1,000	0.00%
Professional Services	\$5,401	\$5,000	\$5,000	\$1,000	-80.00%
FICA	\$8,079	\$8,800	\$7,828	\$8,600	-2.27%
Group Insurance	\$20,185	\$17,500	\$16,913	\$20,000	14.29%
Retirement	\$7,509	\$7,800	\$6,897	\$7,900	1.28%
Telephone	\$668	\$700	\$648	\$1,000	42.86%
Printing & Office Supplies	\$0	\$0	\$0	\$1,500	
Utilities	\$144	\$200	\$144	\$500	150.00%
Travel & Education	\$872	\$1,000	\$800	\$1,000	0.00%
Maint. & Repairs/Equipment	\$15,273	\$17,500	\$17,255	\$11,000	-37.14%
Maint. & Repairs/Auto	\$6,539	\$4,000	\$2,980	\$2,500	-37.50%
Advertising	\$0	\$0	\$0	\$500	
Fuel	\$14,981	\$16,700	\$14,905	\$15,000	-10.18%
Departmental Supplies	\$20,385	\$25,000	\$23,000	\$17,100	-31.60%
Special Tools	\$4,299	\$4,000	\$2,500	\$2,000	-50.00%
Uniforms	\$2,234	\$2,500	\$1,851	\$2,500	0.00%
Safety Supplies	\$555	\$3,000	\$3,251	\$2,000	-33.33%
Contract Services	\$21,781	\$7,500	\$7,450	\$5,000	-33.33%
Workman's Comp	\$8,191	\$7,900	\$7,160	\$7,500	-5.06%
Insurance/Auto	\$1,361	\$2,000	\$1,770	\$1,900	-5.00%
Miscellaneous	\$0	\$0	\$0	\$300	
Capital Outlay/Equipment	\$34,659	\$24,000	\$23,484	\$10,000	-58.33%
Capital Project/Markers	\$3,794	\$5,500	\$4,353	\$3,500	-36.36%
Total	\$306,727	\$267,200	\$251,519	\$235,000	-12.05%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Provide professional cemetery services while maintaining cemetery grounds at the highest standard.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of cemetery mowing complete on time without damages	n/a	95%	100%	90%	90%
Average cost per damage	n/a	\$155.98	\$0	\$100	<\$100
% of funeral homes satisfied with cemetery services	n/a	100%	100%	90%	90%
% of residents satisfied with cemetery services	n/a	n/a	n/a	85%	85%



Description

The Sanitation Division is responsible for residential and commercial refuse collection and disposal throughout the city. Sanitation crews also pick-up yard waste and maintain the city's recycling drop-off sites. The Public Works Manager oversees a crew consisting of six equipment operators and two utility workers. The Sanitation Division is located at 200 John St., Clinton, NC. For more information about garbage and recycling collection, please contact the Public Works Manager at 910-299-4905 or tsteffen@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Restructured works schedules to reduce/eliminate overtime
- Initiated bi-weekly curbside recycle program
- Added 31 commercial recycling customers with 89 receptacles
- Maintained single stream and electronics recycling convenience site
- Developed new residential sanitation routes, eliminating overtime and redundant routing
- Maintained 100 commercial cardboard customers
- Eliminated printing rollout tags for holiday notification
- Increased public education
- Maintained weekly loose-leaf collection all year on collection day
- Separated 600 tons of loose leaves from landfill green waste

FY2013-2014 Action Items & Initiatives

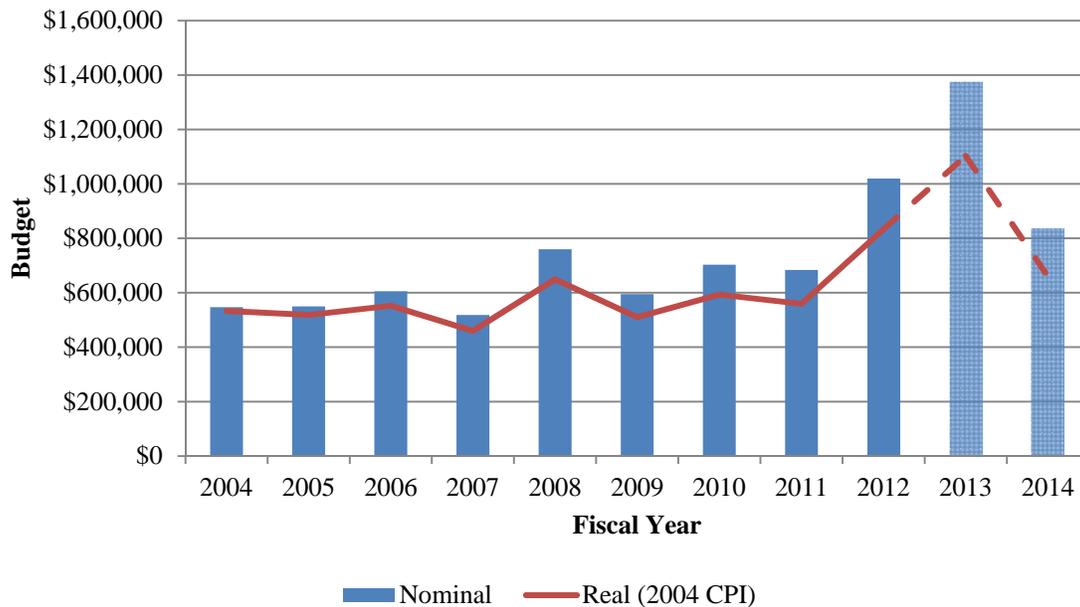
- Develop Clinton City School recycle program
- Have Household Hazardous Waste collection day



FY2013-2014 Budget Highlights

The Sanitation FY13-14 budget is down 40.63 percent from FY12-13. At \$834,500, the sanitation budget accounts for 9.46 percent of the General Fund budget and is equivalent to \$.122 on the tax rate. The City plans to spend \$95.45 per capita for sanitation collection in FY13-14. The sanitation budget decrease is primarily due to the decreases in contract services, recycling containers, and capital outlay. With the city’s transition to curbside recycling, it eliminated the need for a contract hauler for recycling convenience sites. To establish the recycling program, the city received a \$75,000 grant with a 100 percent match to purchase 90-gallon recycling containers for all residences. Capital outlay was inflated in FY12-13 as the department purchased two garbage trucks and a knuckle boom truck. The city financed these vehicles, resulting in one-time expenditures and loan proceeds that inflated the budget. The resulting debt service payments can be seen in the FY13-14 budget. The FY13-14 sanitation budget does not include capital outlay.

**Sanitation Budget Trends
(with Adjustment for Inflation Comparison)**





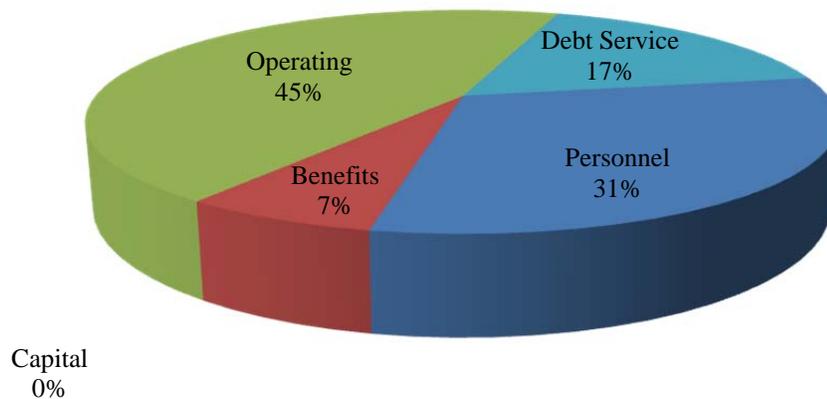
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$236,527	\$252,400	\$246,853	\$258,100	2.26%
Benefits	\$52,865	\$52,200	\$49,509	\$57,000	9.20%
Operating	\$508,845	\$601,100	\$580,091	\$376,500	-37.36%
Capital	\$220,933	\$458,500	\$458,417	\$0	-100.00%
Debt Service	\$0	\$41,300	\$41,193	\$142,900	0.00%
Total	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%
Total	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	8.00	8.00	8.00	8.00	0.00%
Part-time	-	-	-	-	0.00%
Total	8.00	8.00	8.00	8.00	0.00%

**Public Works: Sanitation
Expenditures by Type**





Expenditures by Line Item

Sanitation Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$219,996	\$234,000	\$229,311	\$239,700	2.44%
Professional Services	\$0	\$6,000	\$6,000	\$2,500	-58.33%
FICA	\$16,531	\$18,400	\$17,542	\$18,400	0.00%
Group Insurance	\$37,097	\$36,000	\$33,824	\$40,000	11.11%
Retirement	\$15,768	\$16,200	\$15,685	\$17,000	4.94%
Telephone	\$2,785	\$3,500	\$1,840	\$2,000	-42.86%
Printing & Office Supplies	\$971	\$3,000	\$1,795	\$2,000	-33.33%
Travel & Education	\$1,432	\$2,000	\$1,750	\$2,000	0.00%
Maint. & Repairs/Equipment	\$13,783	\$0	\$0	\$2,500	
Recycling Containers	\$0	\$156,000	\$156,770	\$6,000	-96.15%
Residential Containers	\$903	\$500	\$740	\$1,000	100.00%
Commercial Containers	\$1,231	\$2,700	\$1,500	\$3,000	11.11%
Maint. & Repairs/Auto	\$58,027	\$80,000	\$75,000	\$40,000	-50.00%
Advertising	\$0	\$0	\$0	\$1,000	
Fuel	\$65,970	\$70,000	\$68,033	\$70,400	0.57%
Departmental Supplies	\$2,233	\$2,500	\$2,200	\$2,500	0.00%
Uniforms	\$3,824	\$3,500	\$3,550	\$4,000	14.29%
Safety Supplies	\$1,160	\$1,500	\$1,500	\$1,500	0.00%
Contract Services	\$82,445	\$58,500	\$53,500	\$36,000	-38.46%
Landfill Tipping Fees	\$255,441	\$186,000	\$181,848	\$175,000	-5.91%
Workman's Comp	\$12,364	\$12,500	\$11,200	\$11,600	-7.20%
Insurance/Auto	\$5,971	\$12,400	\$12,365	\$13,000	4.84%
Miscellaneous	\$305	\$500	\$500	\$500	0.00%
Capital Outlay/Equipment	\$220,933	\$458,500	\$458,417	\$0	-100.00%
Debt Service Principle	\$0	\$40,000	\$39,978	\$136,100	240.25%
Debt Service Interest	\$0	\$1,300	\$1,215	\$6,800	423.08%
Total	\$1,019,170	\$1,405,500	\$1,376,063	\$834,500	-40.63%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Welcoming Neighborhoods & Public Spaces

Department Goal: Provide efficient and convenient recycling and solid waste collection.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Complaints per 1,000 collection points	9.69	10.3	2.7	<10.0	<10.0
Average pounds of recyclables collected per HH	n/a	128.00	415.1	>300.00	>300.00
Tons of solid waste collected per 1,000 residents	949.24	872.09	491.8	<500.00	<400.00
% of residents satisfied with solid waste services	n/a	n/a	n/a	95%	95%



Description

The Public Works Streets Division is responsible for maintaining the city's 49 miles of roads and assists in maintaining several miles of NCDOT roads. Street maintenance includes all sign maintenance and repair, repair work from utility cuts, annual resurfacing, drainage clearance, storm debris removal, removal of overhanging tree limbs that could pose a hazard to large vehicles or obstruct vision, sweeping, and concrete repair of sidewalks and driveways on city right-of-way. The Public Works Manager supervises the Streets Division, which includes two crew leaders, five utility workers, and three equipment operators. The Public Works administrative assistant also is funded through the streets budget. The Streets Division is located at 200 John St., Clinton, NC. For more information about streets, please contact the Public Works Manager at 910-299-4905 or tsteffen@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Installed of 675 feet of sidewalk on Williams Street
- Replaced 2,675 linear feet of existing sidewalk
- Completed 8 miles of street resurfacing
- Completed preparation for Loop Street resurfacing
- Completed resurfacing of Loop Street parking lot
- Maintained weekly loose-leaf collection during leaf season
- Developed separate loose-leaf disposal program
- Completed Railroad Street drainage improvement
- Edged all City and State curbs and streets twice
- Completed 10 percent of street signage update to Federal Highway Admin. standard

FY2013-2014 Action Items & Initiatives

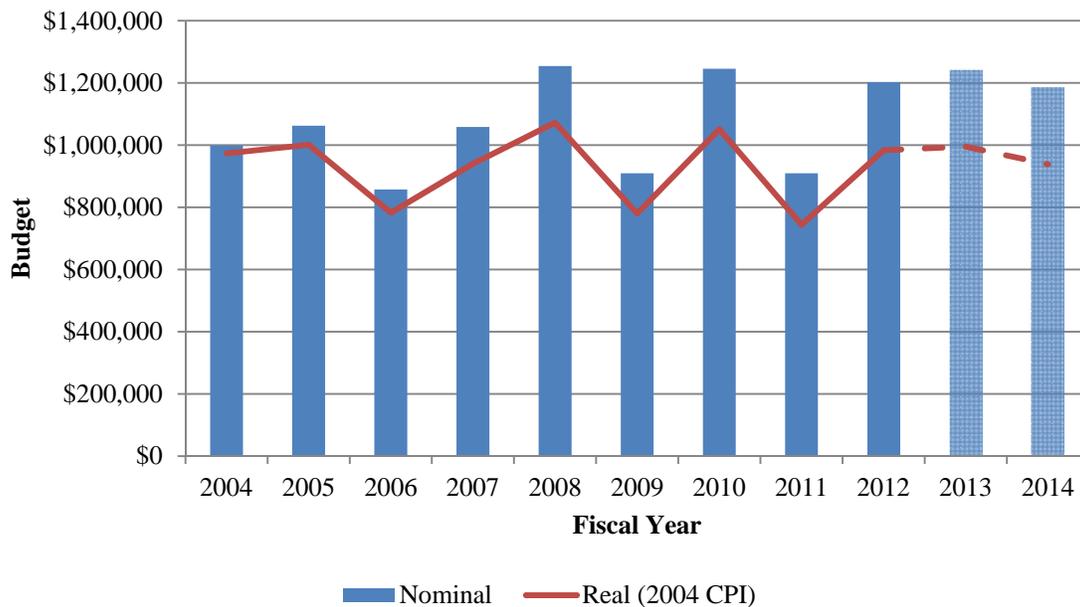
- Continue annual paving and resurfacing program
- Continue sidewalk repair and replacement program
- Continue reflectivity traffic sign replacement program



FY2013-2014 Budget Highlights

The Streets Division budget for FY13-14 reflects a decrease of 6.48 percent. At \$1,185,600, the streets budget accounts for 13.44 percent of the General Fund budget and is equivalent to \$.173 on the tax rate. The City plans to spend \$135.61 per capita for streets operations in FY13-14. The largest decrease in the street budget is a reduction in contract services and capital outlay. Powell Bill revenues of \$250,000 will be used to continue the City’s street resurfacing program. Street paving continues to be a high priority for City Council in FY13-14 to maintain the city’s infrastructure and appearance. The street budget includes \$24,000 in capital outlay for a truck.

Streets Budget Trends (with Adjustment for Inflation Comparison)





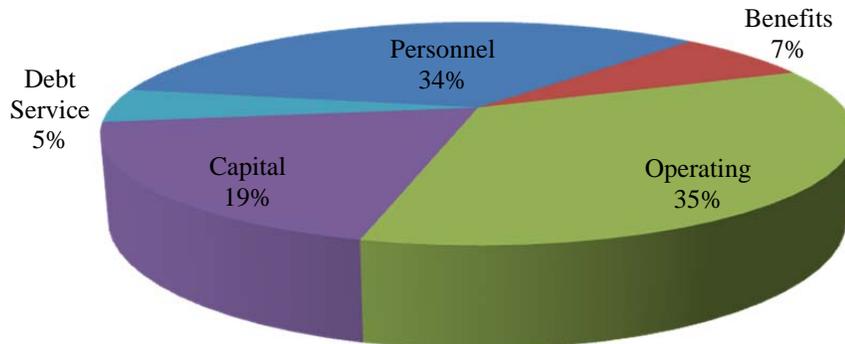
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$411,049	\$372,000	\$367,246	\$404,200	8.66%
Benefits	\$80,577	\$78,600	\$77,275	\$86,500	10.05%
Operating	\$453,814	\$441,500	\$431,654	\$412,900	-6.48%
Capital	\$256,815	\$317,600	\$307,634	\$224,000	-29.47%
Debt Service	\$0	\$58,000	\$57,950	\$58,000	0.00%
Total	\$1,202,255	\$1,267,700	\$1,241,759	\$1,185,600	-6.48%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
General	\$952,520	\$1,012,700	\$985,861	\$932,600	-7.91%
Powell Bill	\$249,735	\$255,000	\$255,898	\$253,000	-0.78%
Total	\$1,202,255	\$1,267,700	\$1,241,759	\$1,185,600	-6.48%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	12.00	12.00	12.00	12.00	0.00%
Part-time	-	-	-	-	0.00%
Total	12.00	12.00	12.00	12.00	0.00%

Public Works: Streets Expenditures by Type





Expenditures by Line Item

Streets Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$341,699	\$345,000	\$341,148	\$374,500	8.55%
Temporary Salaries	\$43,304	\$1,000	\$0	\$1,000	0.00%
Professional Services	\$0	\$0	\$0	\$3,000	
FICA	\$26,046	\$26,000	\$26,098	\$28,700	10.38%
Group Insurance	\$56,374	\$55,000	\$54,282	\$60,000	9.09%
Retirement	\$24,203	\$23,600	\$22,993	\$26,500	12.29%
Telephone	\$420	\$600	\$420	\$600	0.00%
Travel & Education	\$2,404	\$2,000	\$2,000	\$3,000	50.00%
Maint. & Repairs/Equipment	\$41,546	\$30,000	\$27,862	\$24,000	-20.00%
Maint. & Repairs/Auto	\$14,082	\$20,000	\$17,436	\$15,000	-25.00%
Advertising	\$298	\$500	\$400	\$1,000	100.00%
Fuel	\$42,723	\$45,000	\$44,584	\$44,000	-2.22%
Sandclay & Base Material	\$453	\$5,000	\$5,000	\$5,000	0.00%
Asphalt & Concrete	\$15,939	\$15,000	\$15,000	\$15,000	0.00%
Street Maint./Supplies	\$7,127	\$9,000	\$8,500	\$5,000	-44.44%
Signs/Signals/Paint	\$8,007	\$5,000	\$5,850	\$5,000	0.00%
Special Tools	\$17,021	\$10,200	\$9,045	\$10,000	-1.96%
Uniforms	\$6,931	\$5,500	\$3,765	\$4,000	-27.27%
Safety Supplies	\$3,534	\$3,000	\$3,000	\$4,500	50.00%
Contract Services	\$35,242	\$30,000	\$29,642	\$15,000	-50.00%
Street Lighting Contract	\$237,689	\$242,000	\$241,804	\$240,000	-0.83%
Workman's Comp	\$15,581	\$13,000	\$11,958	\$12,600	-3.08%
Insurance/Auto	\$4,375	\$5,700	\$5,388	\$5,700	0.00%
Miscellaneous	\$442	\$0	\$0	\$500	
Capital Outlay/Paving	\$229,230	\$200,000	\$200,000	\$200,000	0.00%
Storm Drainage	\$0	\$21,000	\$20,567	\$0	-100.00%
Capital Outlay/Improvements	\$0	\$48,500	\$47,442	\$0	-100.00%
Capital Outlay/Equipment	\$27,585	\$48,100	\$39,625	\$24,000	-50.10%
Debt Service Principle	\$0	\$55,200	\$55,157	\$56,100	1.63%
Debt Service Interest	\$0	\$2,800	\$2,793	\$1,900	-32.14%
Total	\$1,202,255	\$1,267,700	\$1,241,759	\$1,185,600	-6.48%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Maintain safe, adequate sidewalks.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of poor sidewalk repaired or replaced	n/a	25%	50%	50%	50%
% of residents satisfied with condition and adequacy of sidewalks	n/a	n/a	n/a	85%	85%
Linear feet of new sidewalk constructed	n/a	0 lf	675 lf	10 lf	10 lf

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Provide effective storm drainage maintenance.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of storm drains inspected monthly	n/a	30%	15%	15%	15%
% of storm drains cleaned annually	n/a	30%	15%	15%	15%
Number of storm water flooding complaints/issues	n/a	5	2	<5	<5

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Efficiently maintain safe, drivable roads.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
Road maintenance cost per lane mile maintained	\$18,560	\$24,536	\$25,342	<\$20,000	<\$15,000
% of residents satisfied with condition of streets	n/a	n/a	n/a	85%	85%
Average number of days to repair potholes once reported	n/a	1.5	2	<2.0	<2.0



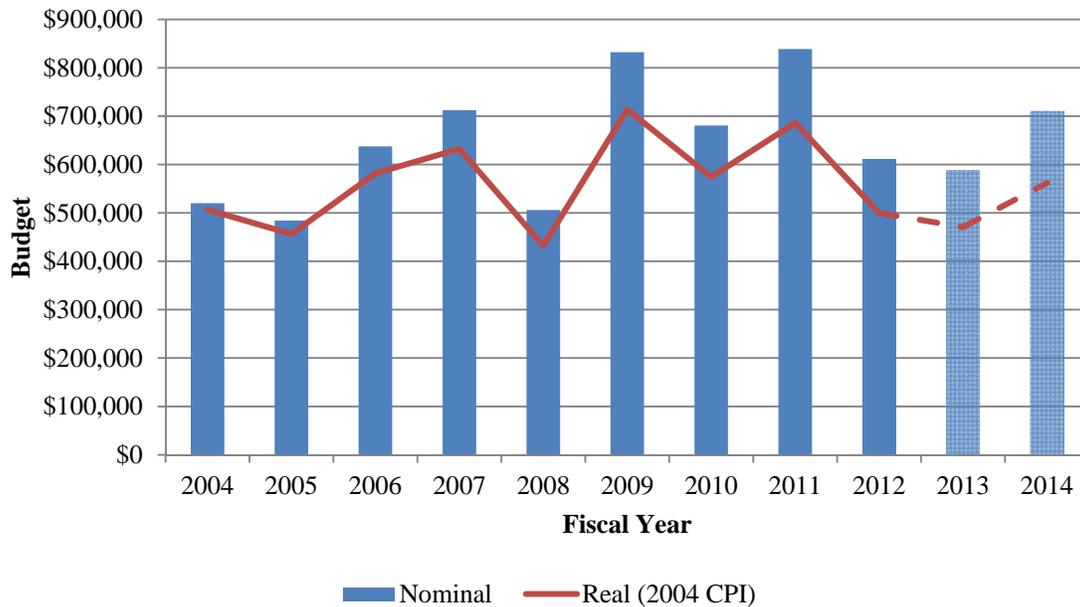
Description

The General Fund Non-Departmental portion of the budget captures expenditures in the General Fund not easily assigned to a specific department or division. Expenditures include personnel costs that cover all departments, economic development, contributions to other agencies, city hall maintenance, and debt service attributed to the entire General Fund.

FY2013-2014 Budget Highlights

The largest expense in the FY13-14 non-departmental budget is the \$218,100 combined debt service of the USDA loan, City Hall loan, and debt service line items. The debt service principal and interest line items account for the refinancing of the first two downtown revitalization projects. Originally financed through three USDA loans, the refinancing consolidated the loans, reduced the terms by six years, reduced the annual payments by \$5,000, and saved the city \$200,000 in interest. Retiree medical insurance accounts for \$71,000, a decrease of 7.2 percent from last fiscal year as two retirees will no longer be eligible for the benefit. The City pays medical insurance premiums for all retirees with 20 or more years of service with the city until age 65. As of July 1, 2010, the City no longer continues this practice in an attempt to reduce the city’s long-term liabilities. Capital expenditures for FY13-14 consist of \$142,000 for new financial and human resource systems software. The General Fund Non-Departmental budget is 19.96 percent more than the FY12-13 amended budget. At \$710,400, the non-departmental budget accounts for 8.1 percent of the General Fund budget and is equivalent to \$.104 on the tax rate.

**GF Non-Dept. Budget Trends
(with Adjustment for Inflation Comparison)**





Expenditures by Line Item

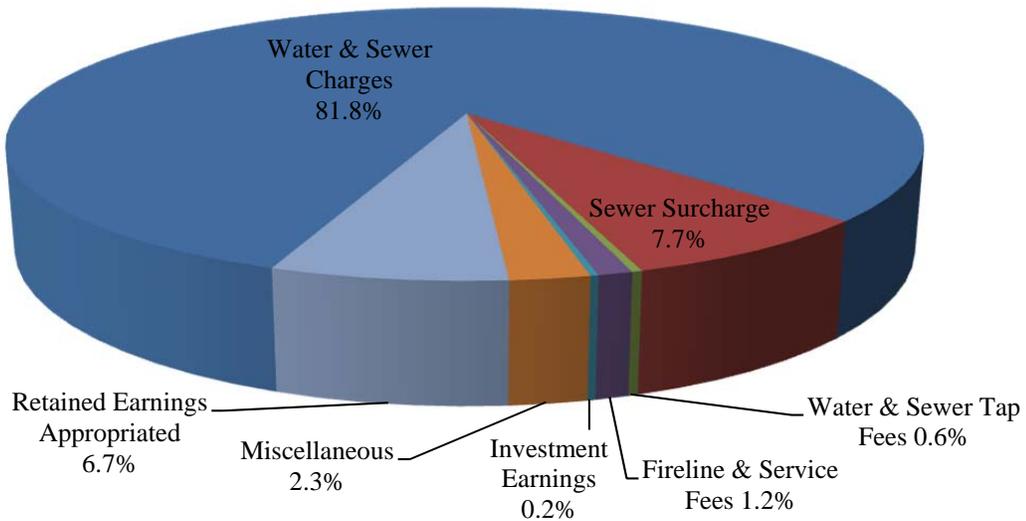
General Fund Non-Departmental Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Rescue Squad Expense	\$6,031	\$2,500	\$2,525	\$2,500	0.00%
Overpayment On Taxes	\$1,315	\$6,000	\$5,419	\$1,000	-83.33%
Professional Service	\$25,076	\$17,000	\$16,250	\$25,000	47.06%
Retiree Medical Insurance	\$72,711	\$76,500	\$75,850	\$71,000	-7.19%
Employee Wellness	\$2,023	\$2,500	\$2,383	\$2,000	-20.00%
Ameriflex	\$330	\$800	\$405	\$500	-37.50%
Contributions/Other Agency	\$15,623	\$5,000	\$5,000	\$5,000	0.00%
Postage	\$7,702	\$9,000	\$7,213	\$8,000	-11.11%
Utilities	\$16,367	\$24,000	\$24,107	\$20,000	-16.67%
Tipping Fees	\$2,678	\$0	\$0	\$0	
Maint. City Hall & Graham House	\$22,016	\$13,000	\$16,960	\$15,000	15.38%
Reverse 911/Connect CTY	\$5,983	\$6,000	\$5,983	\$6,000	0.00%
Out Of State Sales Tax	\$4,365	\$3,500	\$3,847	\$3,500	0.00%
Blanket Bonds	\$539	\$600	\$618	\$700	16.67%
Insurance/Building	\$19,117	\$17,700	\$17,625	\$18,500	4.52%
General Liability	\$29,604	\$39,900	\$39,557	\$43,500	9.02%
Unemployment Insurance	\$10,679	\$0	\$0	\$20,000	
Safety Committee/OSHA	\$13,119	\$9,000	\$8,121	\$8,000	-11.11%
Misc./Non-Departmental	\$44,999	\$18,000	\$18,500	\$12,000	-33.33%
Employee Relations	\$19,587	\$22,500	\$22,095	\$14,400	-36.00%
Housing Demolitions	\$55,926	\$1,000	\$5,000	\$10,000	900.00%
Lot Maintenance	\$12,400	\$10,000	\$5,515	\$10,000	0.00%
Hamilton Beach Property	\$10,170	\$18,000	\$17,004	\$2,000	-88.89%
Economic Development	\$10,010	\$10,500	\$10,010	\$10,050	-4.29%
Downtown Incentive Program	\$1,632	\$1,700	\$1,632	\$1,650	-2.94%
Capital Outlay/Equipment	\$7,672	\$0	\$0	\$142,000	
Xfer To Airport Grant Reserve	\$8,000	\$0	\$0	\$0	
City Hall Loan Payment	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
City Hall Loan Interest	\$16,950	\$15,300	\$15,255	\$13,600	-11.11%
Xfer to Capital Project	\$0	\$25,000	\$25,000	\$0	-100.00%
Contingency	\$0	\$2,000	\$0	\$40,000	1900.00%
Debt Service Principal	\$0	\$0	\$0	\$79,900	
Debt Service Interest	\$0	\$0	\$0	\$4,200	
Xfer CDBG Project	\$25,000	\$25,000	\$25,000	\$0	-100.00%
USDA Loan Payment	\$89,007	\$160,200	\$160,154	\$70,400	-56.05%
Transfer to Police Supp. Fund	\$4,470	\$0	\$0	\$0	
Total	\$611,101	\$592,200	\$587,028	\$710,400	19.96%



Revenues by Source

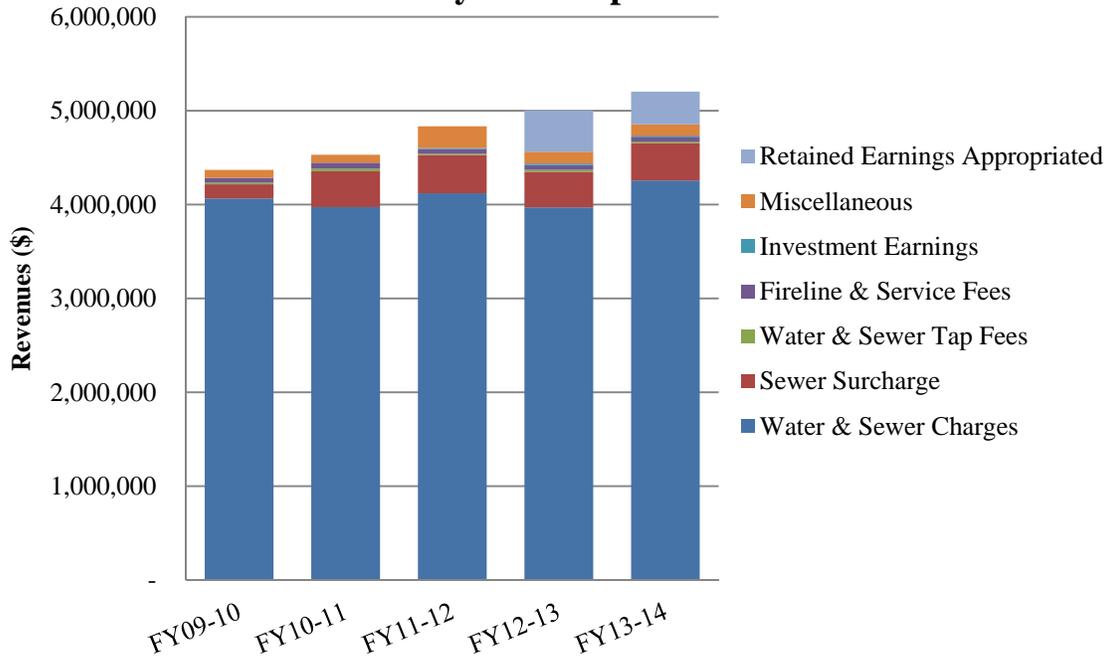
Water & Sewer Fund Revenues by Source					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Water & Sewer Charges	\$4,120,127	\$3,970,500	\$4,235,000	\$4,256,300	7.20%
Sewer Surcharge	\$408,202	\$379,600	\$450,000	\$400,000	5.37%
Water & Sewer Tap Fees	\$13,780	\$20,000	\$15,000	\$15,000	-25.00%
Fireline & Service Fees	\$51,612	\$51,250	\$51,750	\$51,500	0.49%
Investment Earnings	\$9,484	\$16,000	\$11,100	\$12,000	-25.00%
Miscellaneous	\$230,707	\$125,400	\$154,368	\$118,800	-5.26%
Retained Earnings Appropriated	\$0	\$440,185	\$0	\$350,000	-20.49%
Total	\$4,833,912	\$5,002,935	\$4,917,218	\$5,203,600	4.01%

**Water & Sewer Fund Revenues by Source
FY13-14**





Water & Sewer Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Water and Sewer Charges

Water and sewer charges account for 81.8 percent of Water and Sewer Fund revenues. Water consumption and sewer usage by citizens and other customers generate these revenues. The City has a base rate for the first 300 cubic feet (1 cubic foot equals 7.48 gallons) of water. An additional consumption rate is charged for every 100 cubic feet over 300. Sewer charges include a base rate and a usage rate for every 100 cubic feet. Water and sewer charges, including bulk rate fees, account for \$4.26 million in the FY13-14 Water and Sewer Fund budget.

Sewer Surcharge

The City collects a sewer surcharge from several large industries that, because of their large sewer discharge, require additional treatment at the wastewater facility. The industries pay the charges based on the pounds of pollutants in excess of the normal amount found in wastewater. Sewer surcharges account for \$400,000 in the FY13-14 Water and Sewer Fund budget.

Water and Sewer Tap Fees

New customers establishing connection to the City’s system generate water and sewer tap fees revenues. These revenues cover the cost of new meters and the labor required to set the meters



and make the connection. Water and sewer tap fees account for \$15,000 in the FY13-14 Water and Sewer Fund budget.

Fireline and Service Fees

Fireline fees cover costs associated with fire suppression systems such as sprinkler systems. The City does not connect sprinkler systems to meters and fireline fees are assessed to cover water lost during the use or testing of the sprinkler systems. Fireline and service fees account for \$51,500 in the FY13-14 Water and Sewer Fund budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT) and a First Citizens Bank money market account. Investment earnings account for \$12,000 in the FY13-14 Water and Sewer Fund budget.

Miscellaneous

Miscellaneous revenues in the Water and Sewer Fund include revenues from tank rental, surplus sales of equipment, grants, capacity fees, and other sources. The \$118,800 in miscellaneous revenues in the FY13-14 Water and Sewer Fund budget include \$64,300 in capacity fees and \$31,500 in water tank rental fees.

Retained Earnings Appropriated

Allocations from retained earnings represent use of reserve funds. The City typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. An appropriation of \$350,000 from retained earnings in the FY13-14 Water and Sewer Fund budget represents revenues to help offset the Public Works & Utilities facility renovations.



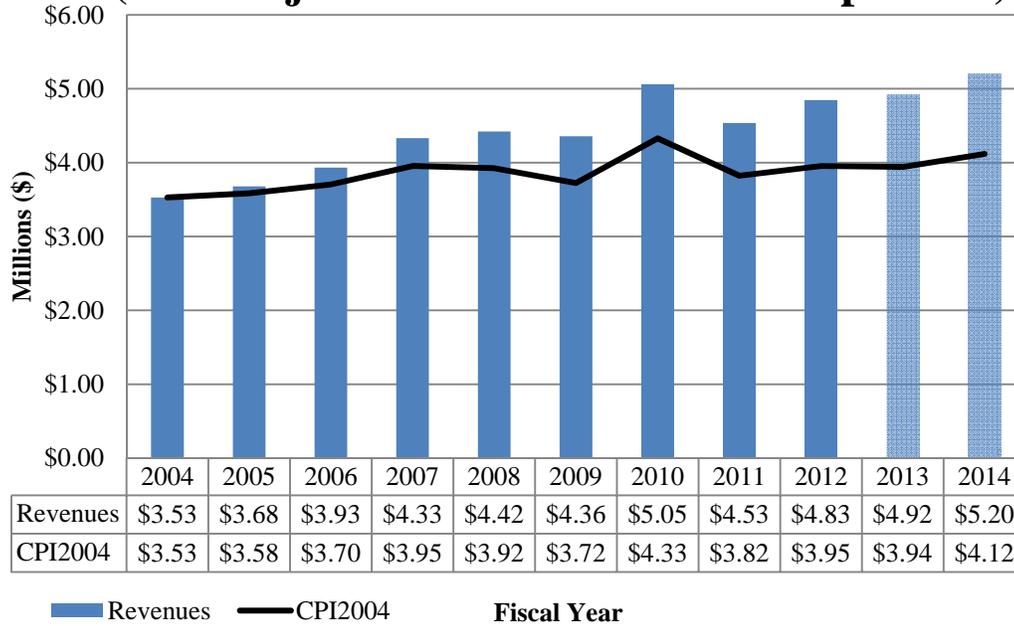
Revenues by Line Item

Water & Sewer Fund Revenues						
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Dollar Change	Percent Change
Insurance	\$11,179	\$5,000	\$1,500	\$0	(\$5,000)	-100.00%
FEMA Revenue	\$13,079	\$0	\$0	\$0	\$0	0.00%
Interest Earned	\$9,484	\$16,000	\$11,100	\$12,000	(\$4,000)	-25.00%
Miscellaneous Revenue	\$28,658	\$5,000	\$35,000	\$14,000	\$9,000	180.00%
Return Check Charge	\$2,797	\$3,100	\$2,500	\$2,500	(\$600)	-19.35%
From Sales Tax	\$1,301	\$1,500	\$1,806	\$1,500	\$0	0.00%
Water Tank Rent	\$36,221	\$29,000	\$30,361	\$31,000	\$2,000	6.90%
Bulk Water/County	\$190,506	\$185,500	\$210,000	\$200,000	\$14,500	7.82%
Pre-Treatment	\$5,008	\$3,500	\$4,900	\$3,000	(\$500)	-14.29%
Sewer Surcharge	\$408,202	\$379,600	\$450,000	\$400,000	\$20,400	5.37%
Water & Sewer Charges	\$3,929,621	\$3,785,000	\$4,025,000	\$4,056,300	\$271,300	7.17%
Cash Adjustment	(\$81)	\$0	(\$40)	\$0	\$0	0.00%
Water & Sewer Tap Fees	\$13,780	\$20,000	\$15,000	\$15,000	(\$5,000)	-25.00%
Fireline Fees	\$23,232	\$23,000	\$23,250	\$23,000	\$0	0.00%
Service Fees	\$28,380	\$28,250	\$28,500	\$28,500	\$250	0.88%
Capacity Fees For Wastewater	\$128,574	\$78,300	\$78,341	\$64,300	(\$14,000)	-17.88%
Sale of Service & Materials	\$0	\$0	\$0	\$0	\$0	0.00%
Sale of Surplus Property	\$3,971	\$0	\$0	\$2,500	\$2,500	
Loan Proceeds	\$0	\$0	\$0	\$0	\$0	0.00%
Fund Balance Appropriated	\$0	\$440,185	\$0	\$350,000	(\$90,185)	-20.49%
Total	\$4,833,912	\$5,002,935	\$4,917,218	\$5,203,600	\$200,665	4.01%

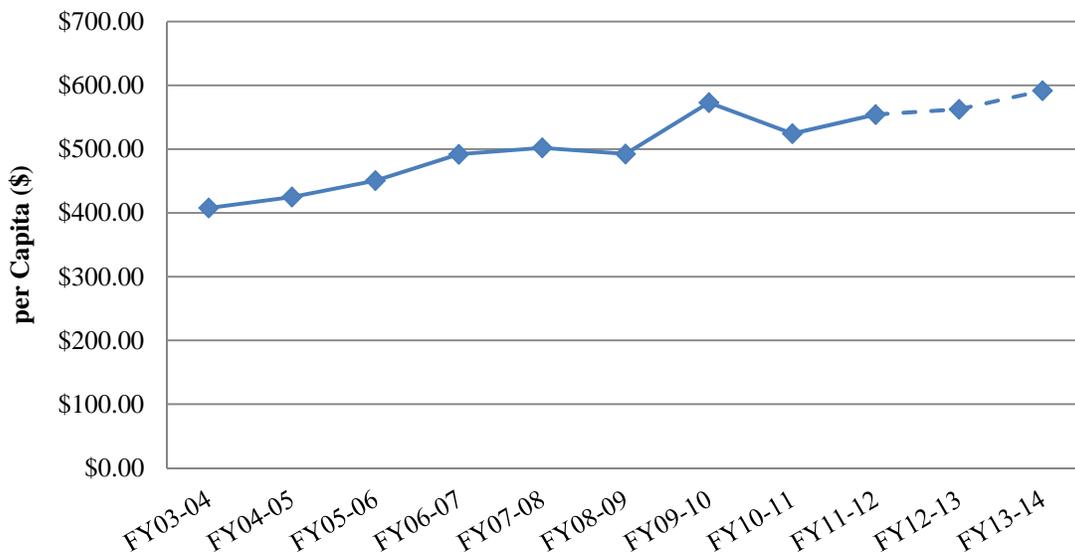


Revenue Trends

**Water & Sewer Fund Revenue Trends
(with Adjustment for Inflation Comparison)**



Water & Sewer Fund Revenue per Capita Trends

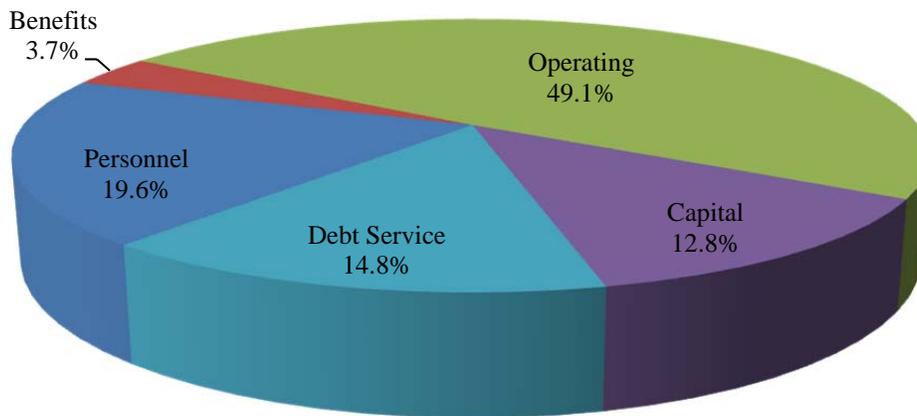




Expenditures by Type

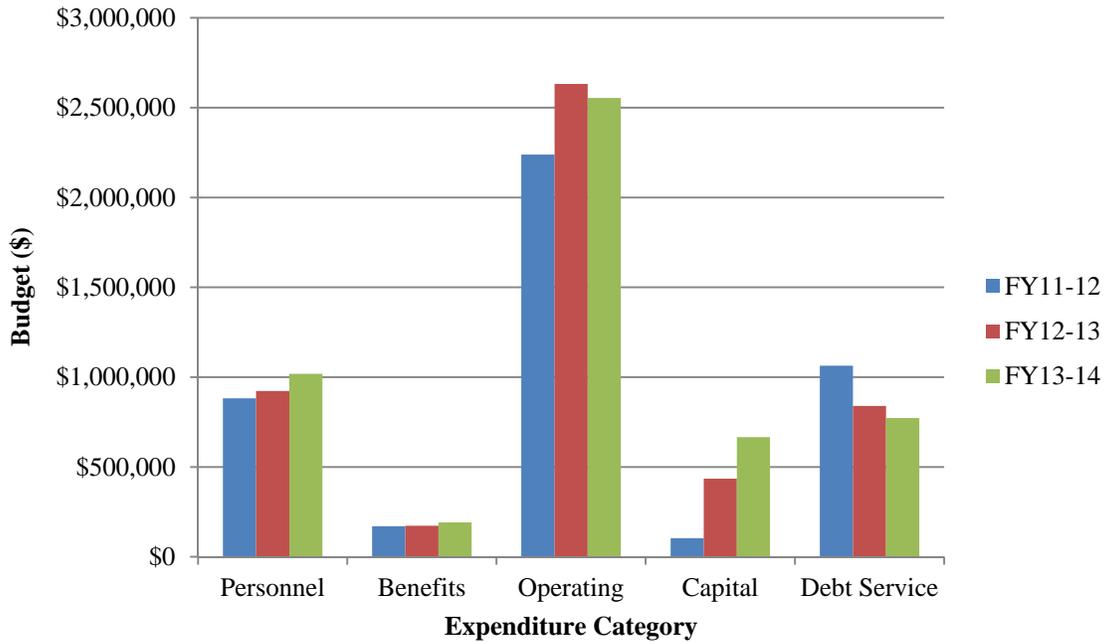
Water & Sewer Fund Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$882,155	\$922,600	\$906,468	\$1,019,000	10.45%
Benefits	\$170,474	\$173,000	\$164,704	\$192,000	10.98%
Operating	\$2,239,047	\$2,632,350	\$2,489,926	\$2,553,800	-2.98%
Capital	\$104,222	\$435,485	\$341,874	\$666,500	53.05%
Debt Service	\$1,063,406	\$839,500	\$839,342	\$772,300	-8.00%
Total	\$4,459,303	\$5,002,935	\$4,742,314	\$5,203,600	4.01%

**Water & Sewer Fund Expenditures by Type
FY13-14**

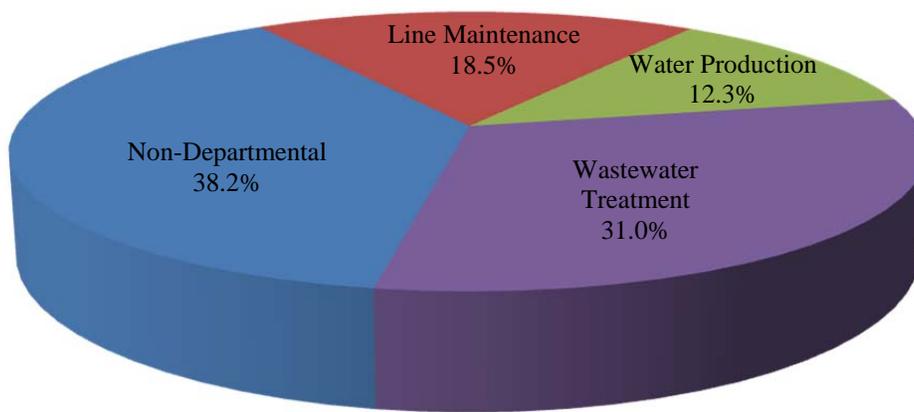




Water & Sewer Fund Expenditures by Type



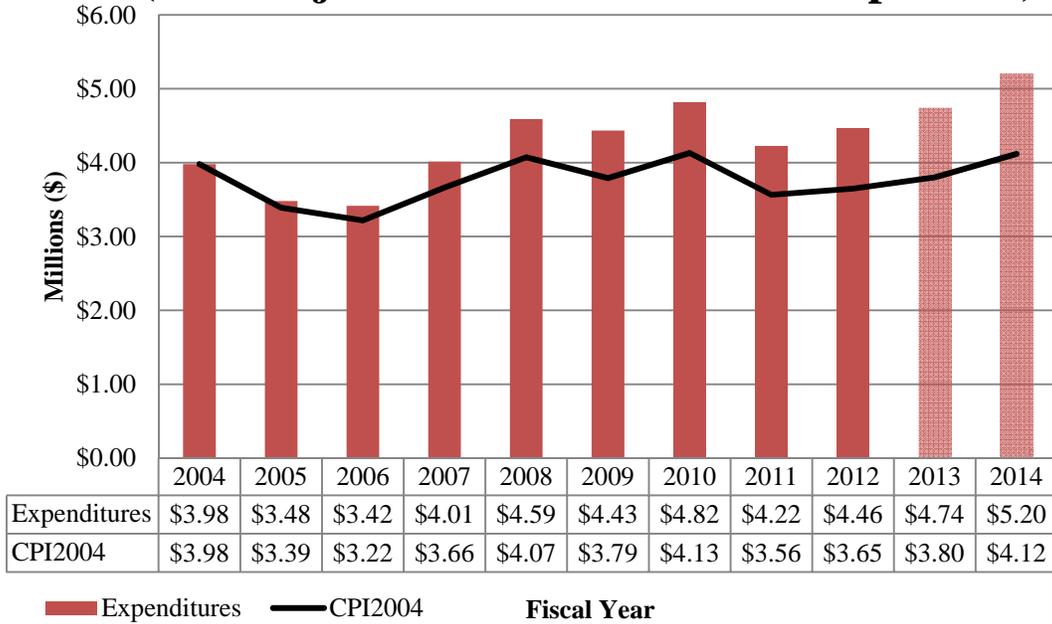
W&S Expenditures by Department FY13-14



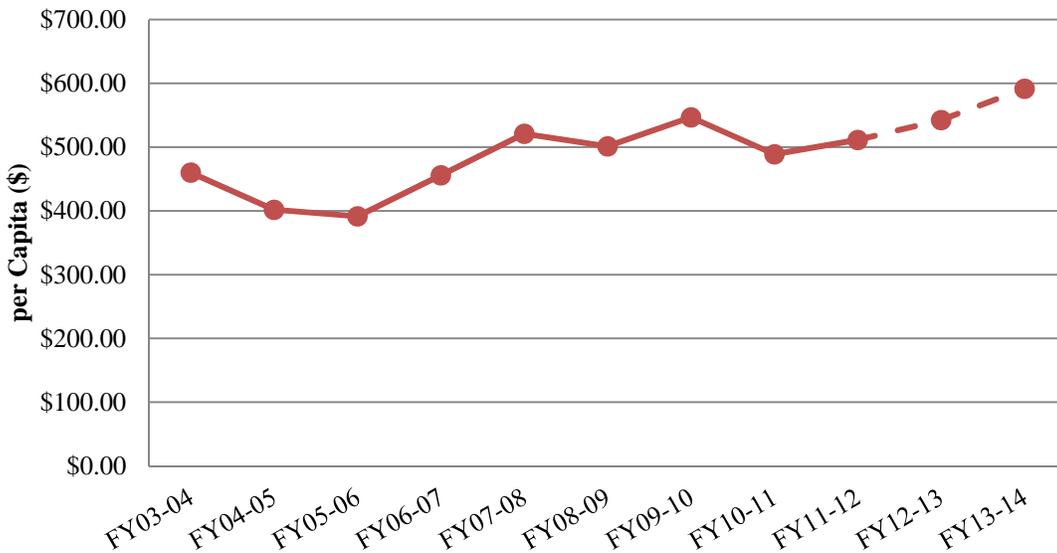


Expenditure Trends

**Water & Sewer Fund Expenditure Trends
(with Adjustment for Inflation Comparison)**



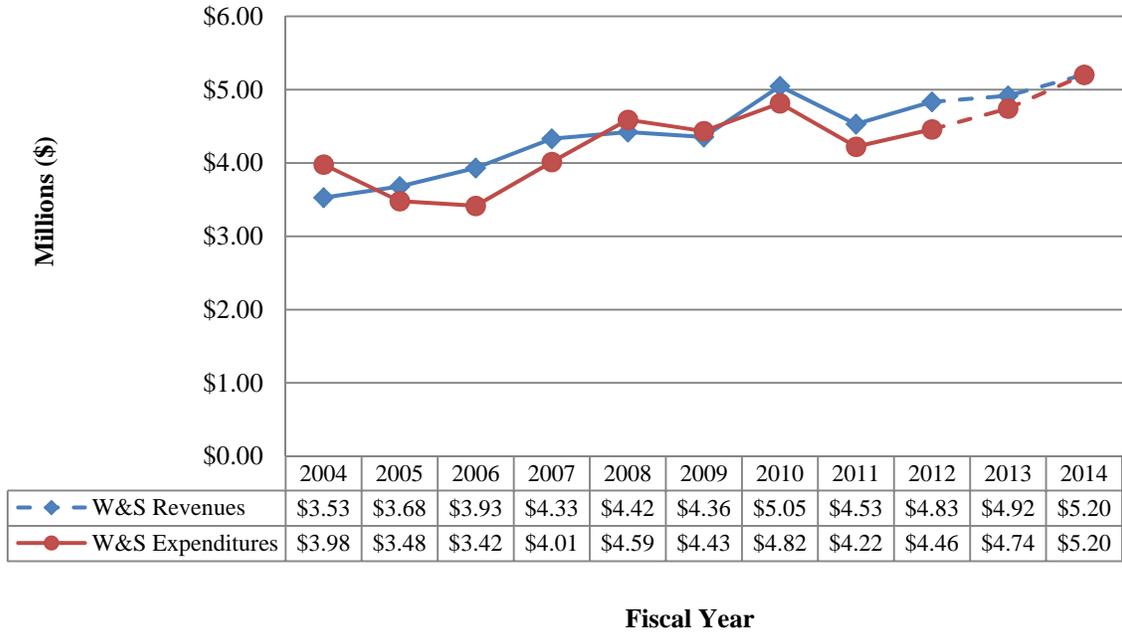
Water & Sewer Fund Expenditures per Capita Trends



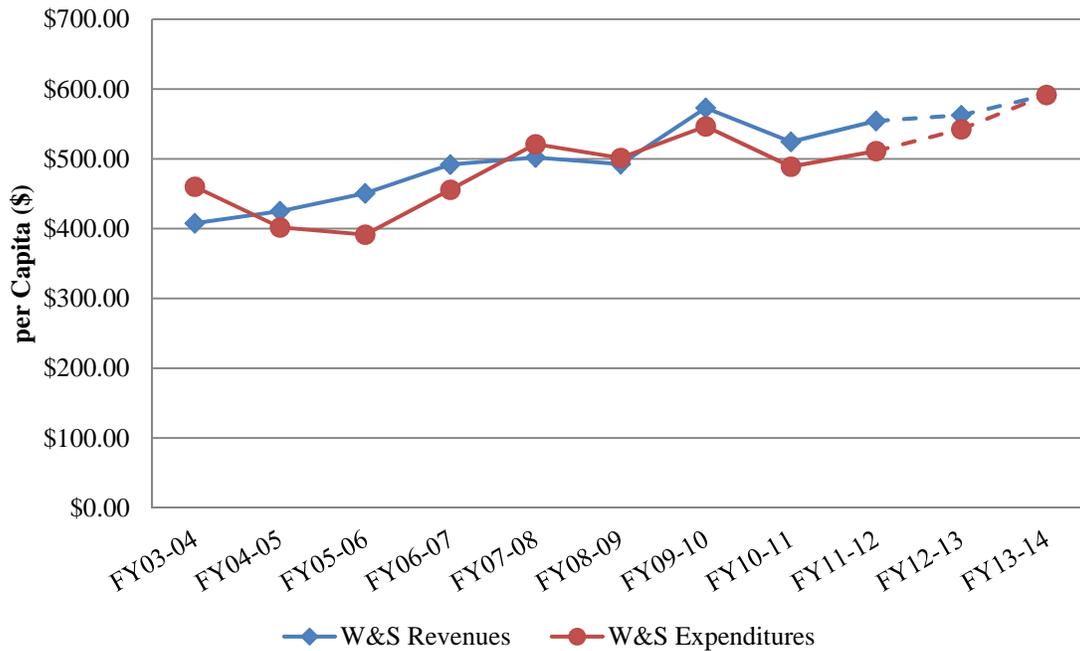


Revenues vs. Expenditures

Water & Sewer Fund Revenues vs. Expenditures



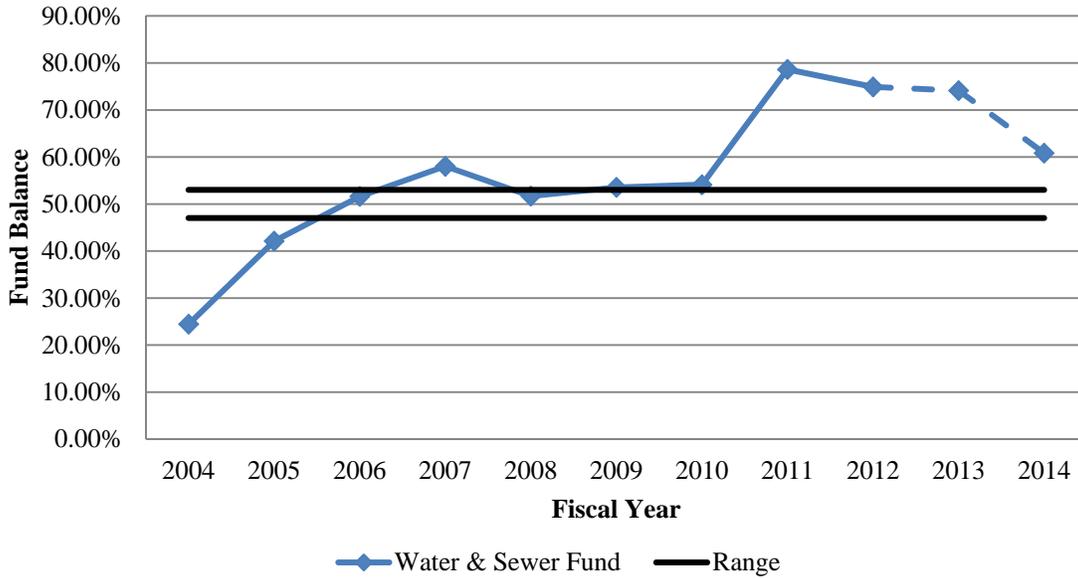
Water & Sewer Fund per Capita Trends



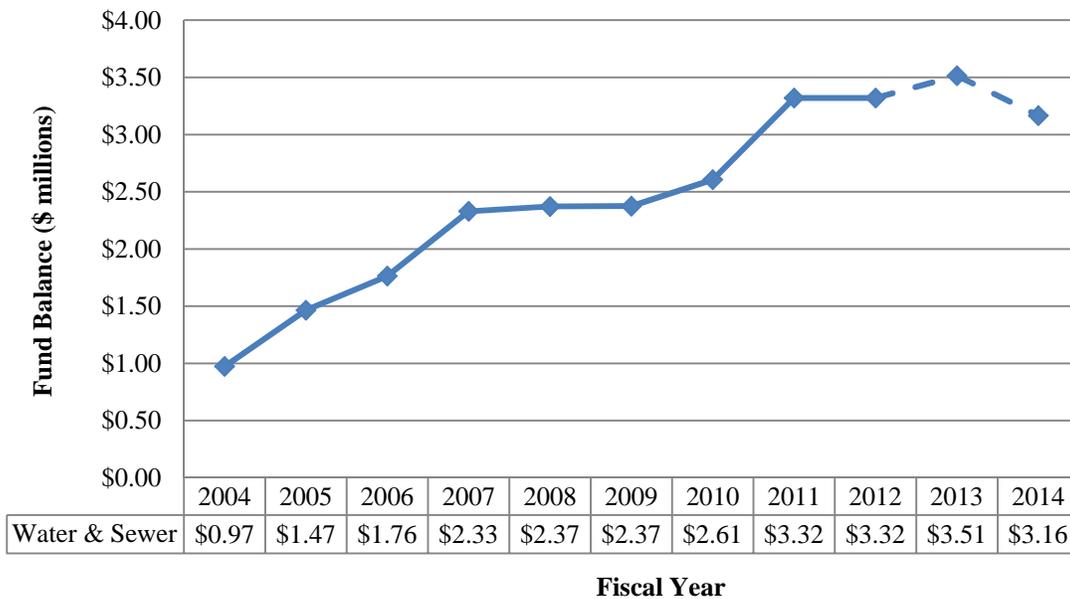


Fund Balance

**Clinton Fund Balance Trend:
Water & Sewer Fund**



**Clinton Fund Balance Trend:
Water & Sewer Fund**

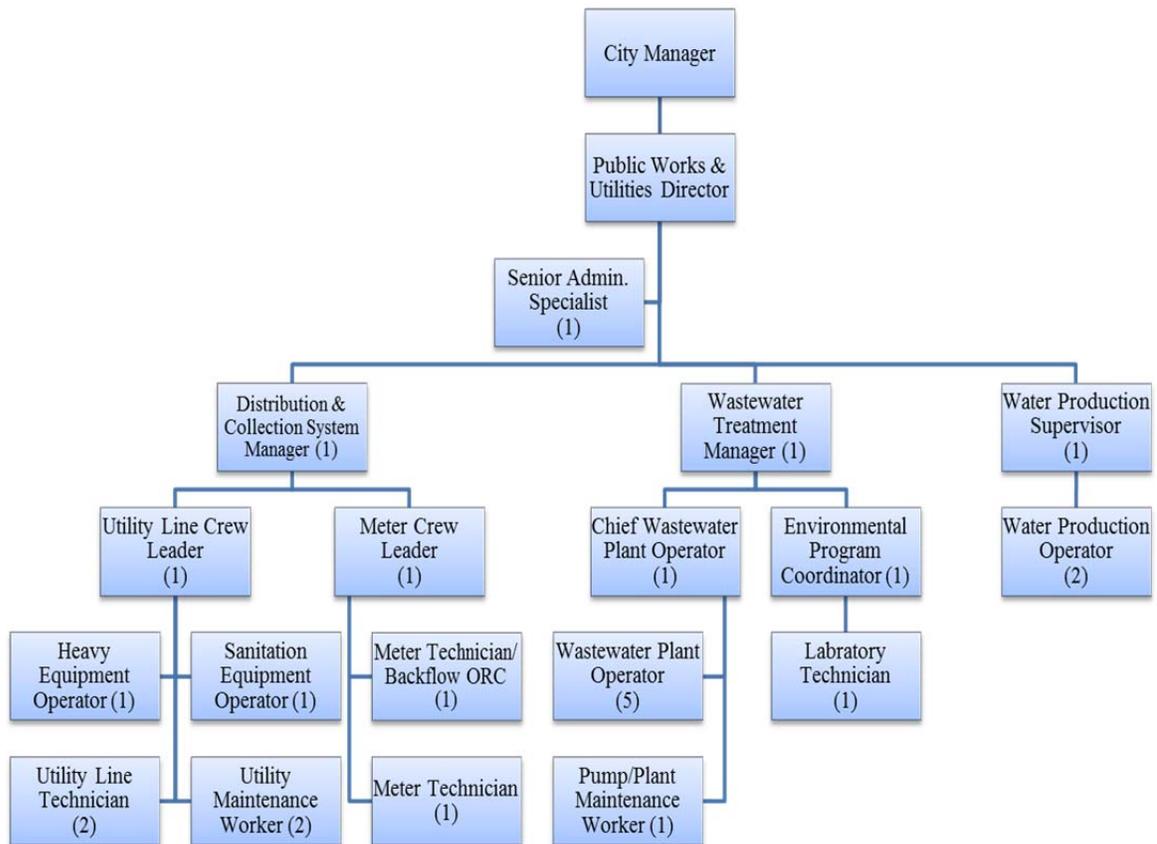




The Water and Sewer Fund funds three divisions- Utility Line Maintenance, Wastewater Treatment, and Water Production- and a Non-Departmental budget. Each division falls under the purview of the Public Works and Utilities Department and shares the same mission statement:

To improve the quality of life for Clinton residents, businesses, and visitors through responsive, efficient, and effective services that maintain city facilities, provide a safe and friendly transportation system for motorists and pedestrians, provide a safe and reliable water supply, and properly dispose of wastewater and solid waste.

Public Utilities Organization Chart





Description

The Utility Line Maintenance division is responsible for the supervision, maintenance, integrity, and repair of approximately 87 miles of sanitary sewer mains, 82 miles of water transmission mains, 3,990 water connections, and 3,250 sewer connections. The division's daily routine involves fixing water leaks, clearing blocked sewer lines, making new connections to the system, hydrant flushing and pressure testing, and the supervision of roadway utility cuts. Division operations are 24 hours a day and 7 days a week. The Public Utilities Manager supervises the division, which includes a line maintenance crew of seven and a meter crew of three. Utility Line Maintenance is located at 200 John St., Clinton, NC. For more information about the division and its functions, please contact the Distribution and Collections Manager at 910-299-4905 or eddiep@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Established city connect GIS system for locating all valves and manholes
- Surveyed all city fire hydrants for existing conditions
- Completed detail survey of 750 Sewer system manholes for conditions, elevations, and invert depth with information made available to Connect GIS site
- Exceeded sewer line flushing requirement by 20 percent
- Replaced 153 system water meters
- Replace 18 water system hydrants
- Installed and/or replace 3,410 linear feet of additional 6 inch water line
- Installed and/or replaced 4,745 linear feet of sewer main

FY2013-2014 Action Items & Initiatives

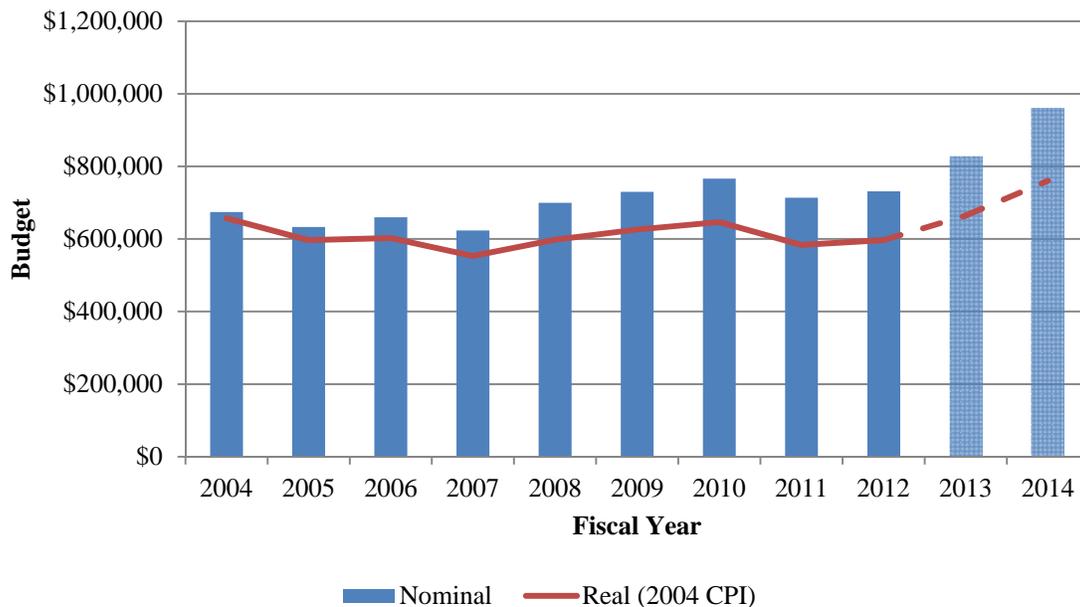
- Locate with 95% validity, water system valves with GPS coordinates
- Record GPS Elevations of inverts and conditions for 95 percent of sewer system manholes
- Eliminate 8,000 linear feet galvanized water line
- Lubricate each hydrant twice annually
- Check each hydrant bi-monthly for maintenance



FY2013-2014 Budget Highlights

The Utility Line Maintenance budget is up 10.69 percent for FY13-14. At \$960,800, the utility line budget accounts for 18.46 percent of the Water and Sewer Fund budget. The City plans to spend \$109.89 per capita for utility line maintenance in FY13-14. The largest increases are in hydrant repairs and sewer main inspection as the city begins implementation of a more aggressive preventative maintenance program. The engineering costs for the NC 24 Industrial Park utilities indicated on the CIP are accounted for in the non-departmental budget and the remaining Eliza Lane CDBG project funds are grant monies already accounted for in the capital project fund. The FY13-14 utility lines budget includes \$26,500 in capital for a vehicle.

Utility Line Maint. Budget Trends (with Adjustment for Inflation Comparison)





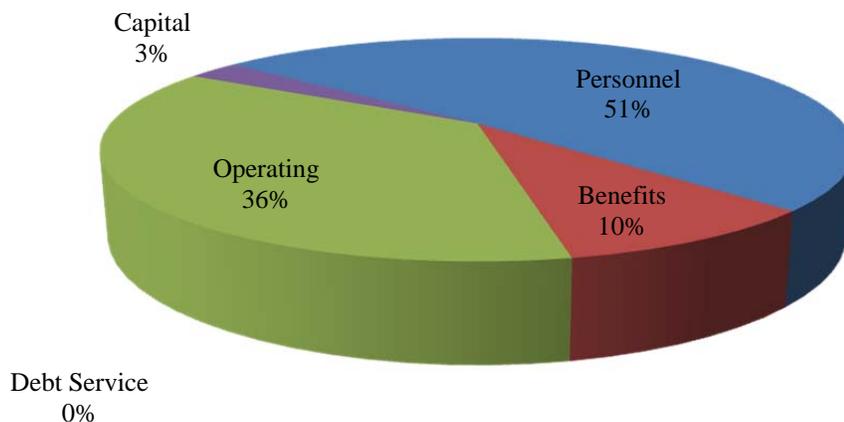
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$427,612	\$449,700	\$437,694	\$491,000	9.18%
Benefits	\$83,558	\$85,600	\$79,638	\$92,300	7.83%
Operating	\$217,103	\$290,000	\$268,933	\$351,000	21.03%
Capital	\$1,296	\$42,700	\$42,725	\$26,500	-37.94%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$729,569	\$868,000	\$828,990	\$960,800	10.69%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Enterprise	\$729,569	\$868,000	\$828,990	\$960,800	10.69%
Total	\$729,569	\$868,000	\$828,990	\$960,800	10.69%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	12.00	12.00	12.00	12.00	0.00%
Part-time	-	-	-	-	0.00%
Total	12.00	12.00	12.00	12.00	0.00%

**Public Works: Utility Line Maintenance
Expenditures by Type**





Expenditures by Line Item

Utility Line Maintenance Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$397,566	\$417,200	\$406,590	\$456,100	9.32%
Temporary Salaries	\$0	\$0	\$0	\$0	0.00%
Professional Services	\$26,994	\$27,100	\$16,980	\$10,000	-63.10%
FICA	\$30,045	\$32,500	\$31,104	\$34,900	7.38%
Group Insurance	\$55,282	\$57,000	\$51,827	\$60,000	5.26%
Retirement	\$28,276	\$28,600	\$27,811	\$32,300	12.94%
Telephone	\$1,859	\$3,000	\$2,400	\$3,000	0.00%
Travel & Education	\$3,930	\$3,000	\$2,917	\$3,500	16.67%
Maint. & Repairs/Equipment	\$7,310	\$9,000	\$8,987	\$7,500	-16.67%
Maint. & Repairs/Auto	\$5,632	\$9,000	\$8,744	\$10,000	11.11%
Maint & Repair Hydrant	\$5,445	\$10,000	\$10,000	\$50,000	400.00%
Maint & Repair Lift Station	\$210	\$20,000	\$20,000	\$20,000	0.00%
Advertising	\$0	\$0	\$0	\$1,000	
Fuel	\$20,807	\$28,000	\$21,771	\$23,000	-17.86%
Departmental Supplies	\$0	\$2,500	\$2,750	\$2,500	0.00%
Equipment & Tools	\$0	\$5,000	\$5,000	\$5,000	0.00%
Cement & Concrete	\$7,781	\$8,000	\$8,312	\$8,000	0.00%
Serv. Pipe & Meter Box	\$44,798	\$50,000	\$50,000	\$50,000	0.00%
Special Tools	\$11,021	\$10,000	\$9,237	\$7,000	-30.00%
Uniforms	\$6,753	\$7,500	\$5,057	\$5,100	-32.00%
Safety Supplies	\$2,621	\$2,500	\$2,500	\$5,000	100.00%
Contract Services	\$18,543	\$18,000	\$18,000	\$10,000	-44.44%
Sewer Main Inspection	\$35,787	\$59,000	\$59,000	\$112,000	89.83%
Dues & Subscription	\$3,969	\$3,500	\$2,970	\$3,000	-14.29%
Workman's Comp	\$8,970	\$8,700	\$7,968	\$8,400	-3.45%
Insurance/Auto	\$2,891	\$4,100	\$4,066	\$4,300	4.88%
Insurance/Building	\$1,518	\$1,600	\$1,774	\$1,900	18.75%
Miscellaneous	\$267	\$500	\$500	\$800	60.00%
Capital Outlay/Improvements	\$1,296	\$31,700	\$31,640	\$0	-100.00%
Capital Outlay/Equipment	\$0	\$11,000	\$11,085	\$26,500	140.91%
Total	\$729,569	\$868,000	\$828,990	\$960,800	10.69%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Ensure maintenance and effectiveness of fire hydrants.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of fire hydrants meeting pressure requirements	n/a	100%	100%	100%	100%

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Perform water and sewer-line preventative maintenance to ensure clean water and reduce occurrence of sanitary overflows.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
% of sewer lines inspected monthly	18.5%	6.4%	15%	15%	15%
% of sewer lines cleaned annually	18.1%	56.7%	15%	15%	15%
Number of sanitary overflows per 1000 customers	n/a	1.53	12.8	<5	<5
Number of brown water complaints per 1000 customers	n/a	250.6	n/a	200	<100



Description

The City of Clinton owns and operates the Larkins Water Pollution Control Facility, which is permitted for an average daily flow of five (5) million gallons. A state certified operator staffs the facility 24 hours a day and 7 days a week. Certified lab staff routinely conducts approximately 95 analytical tests to monitor the ongoing biological process, upstream and downstream sampling, and the NC Division of Water Quality influent and effluent limit parameters. Overall operations include operation of a state certified lab, land application of bio-solids, an industrial pretreatment program, domestic sampling and analysis, and up and down stream monitoring. The Plant Superintendent oversees a crew consisting of a crew leader, five plant operators, and one utility worker. The Environmental Programs Manager and a lab technician operate the state certified lab. The Larkins Water Pollution Control Facility is located at 123 Mill Branch Rd., Clinton, NC. For more information about the wastewater treatment process or the plant, please contact the Plant Superintendent at 910-299-4908 or wpcf@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Treated 953 million gallons of wastewater
- Received zero wastewater NOVs
- Installed SCADA (data acquisition) system
- Refurbished trickle filter
- Replaced roof on filter building
- Maintained passing compliance for the flood control dike
- Obtained membership in the Lower Cape Fear River Basin Association
- Upgraded/replaced five key laboratory instruments for improved accuracy and reliability
- Implemented certified contract calibration program for all laboratory instruments
- Certified all remaining personnel in Biological WW Operations
- Replaced all pretreatment program portable industrial samplers
- Obtained SIU pretreatment equipment compliance upgrades for city's largest SIU
- Revised Sewer Use Ordinance with Council and NCDENR approval
- Completed 5-Year Industrial Waste Survey with NCDENR approval

FY2013-2014 Action Items & Initiatives

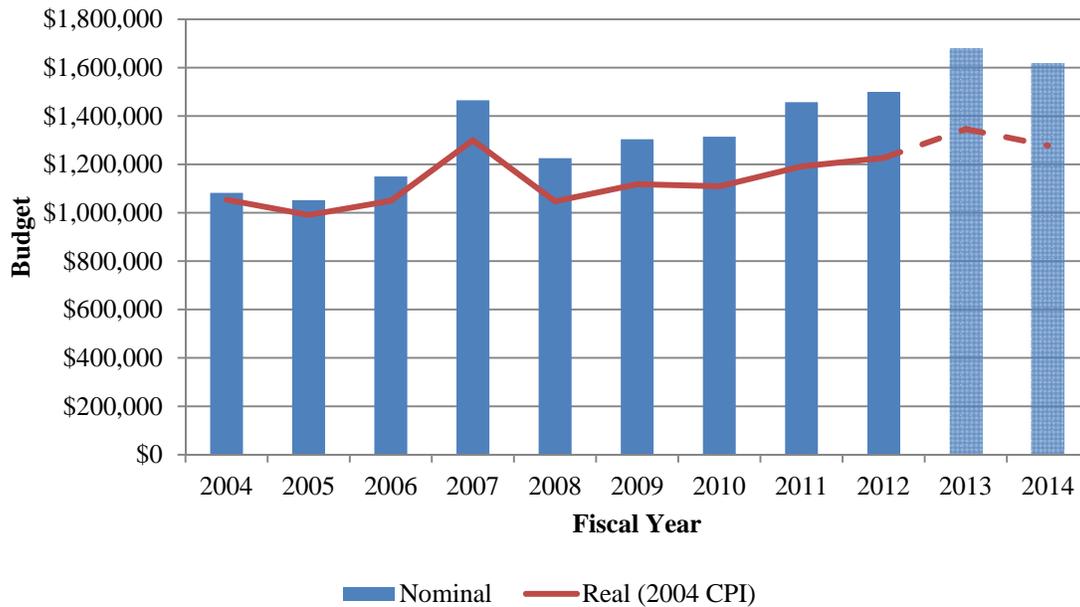
- Replace influent building roof
- Replace chlorine building roof
- Expand SCADA system to include two additional areas within the plant
- Install ASCO valves in the tertiary filter system
- Complete Fontana Street agar/grinder project
- Maintain membership in the Lower Cape Fear River Basin Association
- Maintain flood control dike compliance
- Successfully complete Head-works Triennial Review with NCDENR approval
- Design and implement Mercury reduction program for SUIs



FY2013-2014 Budget Highlights

The FY13-14 Wastewater Treatment budget reflects an 8.12 percent decrease. At \$1,614,900, the wastewater treatment budget accounts for 31.03 percent of the Water and Sewer Fund budget. The City plans to spend \$184.71 per capita for wastewater treatment in FY13-14. In FY12-13, the equipment repair and maintenance line item included the trickle filter reconstruction, which explains the decrease in that line item for FY13-14. While the trickle filter was under repair, treatment processes had to be adjusted that resulted in the use of more power and sludge disposal. Both these items will be less in FY13-14 with the trickle filter back on-line. Capital outlay in the wastewater budget for \$90,000 represents installation of DO and pH probes.

Wastewater Treatment Budget Trends (with Adjustment for Inflation Comparison)





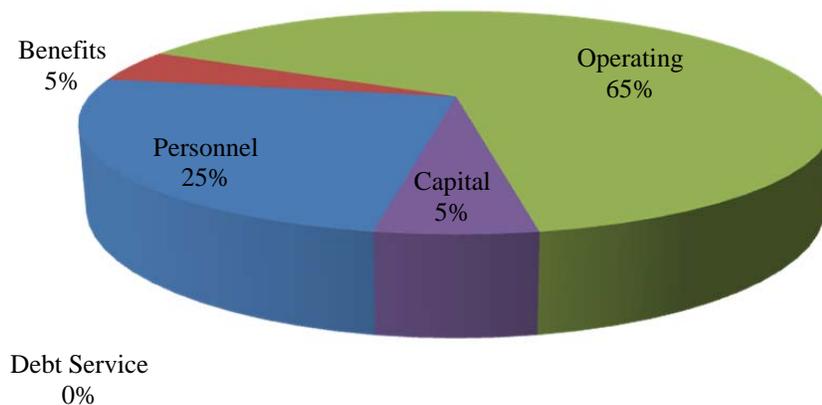
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$366,835	\$380,900	\$377,686	\$402,500	5.67%
Benefits	\$71,320	\$71,400	\$69,279	\$76,400	7.00%
Operating	\$1,061,750	\$1,240,850	\$1,168,190	\$1,046,000	-15.70%
Capital	\$0	\$64,500	\$63,722	\$90,000	39.53%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$1,499,905	\$1,757,650	\$1,678,877	\$1,614,900	-8.12%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Enterprise	\$1,499,905	\$1,757,650	\$1,678,877	\$1,614,900	-8.12%
Total	\$1,499,905	\$1,757,650	\$1,678,877	\$1,614,900	-8.12%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	10.00	10.00	10.00	10.00	0.00%
Part-time	-	-	-	-	0.00%
Total	10.00	10.00	10.00	10.00	0.00%

**Public Works: Wastewater Treatment
Expenditures by Type**





Expenditures by Line Item

Wastewater Treatment Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$341,147	\$353,800	\$350,846	\$373,900	5.68%
Professional Services	\$20,329	\$25,000	\$21,800	\$23,000	-8.00%
FICA	\$25,688	\$27,100	\$26,840	\$28,600	5.54%
Group Insurance	\$47,463	\$47,500	\$45,281	\$50,000	5.26%
Retirement	\$23,858	\$23,900	\$23,998	\$26,400	10.46%
Telephone	\$4,163	\$4,500	\$4,305	\$4,500	0.00%
Utilities	\$315,699	\$341,000	\$328,000	\$328,000	-3.81%
Tipping Fee	\$40,541	\$0	\$0	\$0	0.00%
Travel & Education	\$1,742	\$1,500	\$1,436	\$4,000	166.67%
Maint. & Repairs/Building	\$2,446	\$25,000	\$25,000	\$15,000	-40.00%
Maint. & Repairs/Equipment	\$135,802	\$325,000	\$325,000	\$213,600	-34.28%
Maint. & Repairs/Drying Beds	\$0	\$25,000	\$20,000	\$12,000	-52.00%
Maint. & Repairs/Auto	\$2,214	\$2,000	\$1,506	\$2,000	0.00%
Advertising	\$0	\$0	\$0	\$1,000	
Fuel	\$9,374	\$9,500	\$6,496	\$6,500	-31.58%
Special Sludge Disposal	\$314,063	\$281,300	\$251,198	\$237,000	-15.75%
Departmental Supplies	\$6,527	\$6,500	\$6,273	\$6,000	-7.69%
Lab Chem. & Equipment	\$45,419	\$50,500	\$50,000	\$46,500	-7.92%
Waste Treatment Chemicals	\$67,823	\$55,000	\$48,473	\$35,000	-36.36%
Sludge Site Compliance	\$26,167	\$10,000	\$6,935	\$16,000	60.00%
Equipment & Tools	\$2,431	\$2,500	\$2,500	\$2,500	0.00%
Uniforms	\$4,989	\$5,500	\$4,476	\$5,500	0.00%
Safety Supplies	\$471	\$3,500	\$3,420	\$3,000	-14.29%
Contract Services	\$7,146	\$5,000	\$1,472	\$5,000	0.00%
Dues & Subscription	\$25	\$250	\$250	\$300	20.00%
Plant Certifications	\$8,348	\$10,000	\$8,415	\$22,000	120.00%
Workman's Comp	\$9,775	\$10,100	\$9,136	\$9,600	-4.95%
Insurance/Auto	\$485	\$600	\$625	\$700	16.67%
Insurance/Building	\$35,770	\$41,600	\$41,474	\$47,000	12.98%
Miscellaneous	\$0	\$0	\$0	\$300	
Capital Outlay/Improvements	\$0	\$0	\$0	\$90,000	
Capital Outlay/Equipment	\$0	\$64,500	\$63,722	\$0	-100.00%
Total	\$1,499,905	\$1,757,650	\$1,678,877	\$1,614,900	-8.12%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Maintain safe and compliant wastewater treatment plant.

Objective	FY10-11 Actual	FY11-12 Actual	FY12-13 Estimate	FY13-14 Goal	Target
# of wastewater NOV	7	0	0	<1	<1
% compliance of plant discharge	62.5%	83.3%	100%	100%	100%
Cost per 1,000 gallon of treated wastewater	\$2.18	\$1.58	\$1.76	<\$2.00	<\$2.00



Description

The City of Clinton provides approximately 2.20 million gallons of water each day to customers. Ten wells located primarily to the south and east of the City and five elevated storage tanks supply the city's water needs. The city's well site locations are a combination of six deep and four shallow wells. The water plant at Well Field East produces a supply of approximately 1.5 million gallons per day to the system. Water production is the responsibility of the Water Production Supervisor and a plant operator. The Water Production Plant is located at 900 Clive Jacobs Rd., Clinton, NC. For more information about the plant or the water production and treatment process, please contact the Water Production Supervisor at 910-299-9151 or anderson@cityofclintonnc.us.

FY2012-2013 Accomplishments

- Received zero Drinking Water NOV's
- Completed Stage I disinfectant byproducts monitoring and report with NC-DWR approval
- Brought Well #12 successfully back on-line and placed in regular use
- Refurbished Bunting Street water tank and one ground storage tank
- Obtained site approval for 3 of the 4 new well sites for plant expansion
- Finalized engineering plans for WTP expansion
- Installed Indiantown Road bulk water meter
- Tested and repaired 44 commercial meters
- Tested and repaired all wholesale/bulk service water meters
- Implemented 10-day meter read program
- Installed final generator to ensure all significant water production wells have auxiliary power

FY2013-2014 Action Items & Initiatives

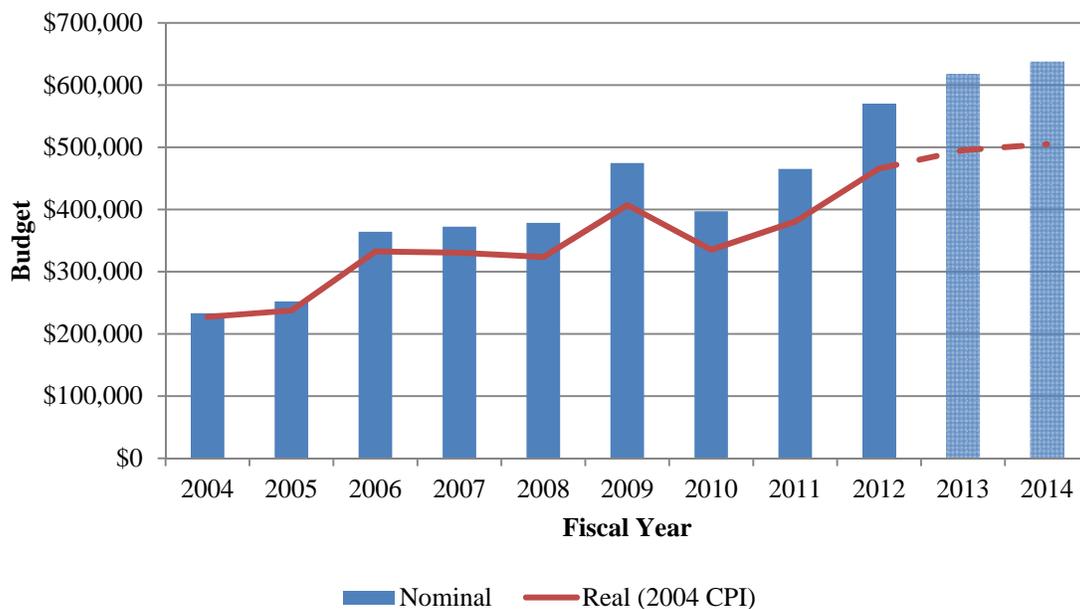
- Begin water plant expansion project
- Hire additional water production operator
- Expand meter testing program
- Complete repairs to Well #13 and bring back on-line
- Complete construction of 4 additional well sites for expansion
- Complete Stage II disinfectant byproduct monitoring plan
- Inventory all maintenance records of hydrants on Mobile 311
- Assist all water production staff in achieving minimum grade C Well certification and C distribution certification



FY2013-2014 Budget Highlights

The Water Production budget will increase by .33 percent for FY13-14. At \$638,200, the water production budget accounts for 12.26 percent of the Water and Sewer Fund budget. The City plans to spend \$73.00 per capita for water production in FY13-14. To prepare for the plant expansion, the city has authorized an additional fulltime water production operator. The position will add \$40,000 to the water production budget. This increase is offset in the FY13-14 budget by a reduction in capital outlay. There is no capital outlay in the FY13-14 water production budget. The water plant expansion and elevated tank projects indicated on the CIP are water projects but operate under a capital project fund. The city is financing both projects and debt service payments will become part of the budget once the projects are completed.

Water Production Budget Trends (with Adjustment for Inflation Comparison)





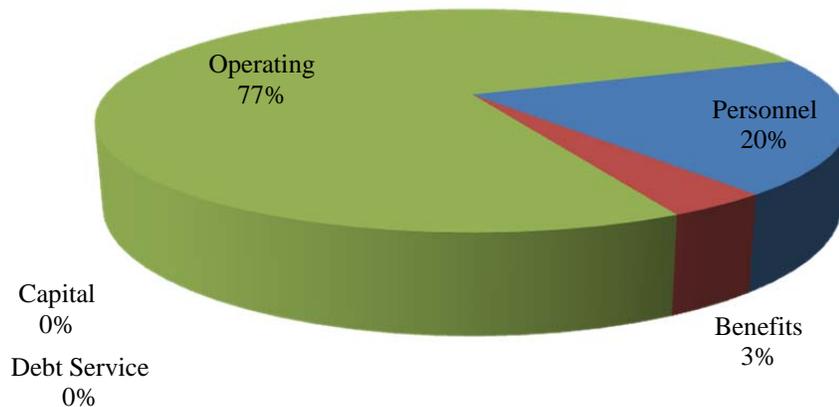
Budget Summary

Expenditures by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Personnel	\$87,709	\$92,000	\$91,088	\$125,500	36.41%
Benefits	\$15,595	\$16,000	\$15,788	\$23,300	45.63%
Operating	\$458,718	\$488,100	\$479,620	\$489,400	0.27%
Capital	\$7,441	\$40,000	\$31,535	\$0	-100.00%
Debt Service	\$0	\$0	\$0	\$0	0.00%
Total	\$569,463	\$636,100	\$618,031	\$638,200	0.33%

Revenues by Type					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Enterprise	\$569,463	\$636,100	\$618,031	\$638,200	0.33%
Total	\$569,463	\$636,100	\$618,031	\$638,200	0.33%

Personnel					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Full-time	2.00	2.00	2.00	3.00	50.00%
Part-time	-	-	-	-	0.00%
Total	2.00	2.00	2.00	3.00	50.00%

Public Works: Water Production Expenditures by Type





Expenditures by Line Item

Water Production Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Salaries	\$81,494	\$85,300	\$84,615	\$116,500	36.58%
Professional Services	\$5,312	\$5,500	\$5,000	\$2,500	-54.55%
FICA	\$6,214	\$6,700	\$6,473	\$9,000	34.33%
Group Insurance	\$9,820	\$10,000	\$10,000	\$15,000	50.00%
Retirement	\$5,775	\$6,000	\$5,788	\$8,300	38.33%
Telephone	\$1,388	\$1,700	\$1,560	\$1,200	-29.41%
Utilities	\$105,819	\$123,000	\$122,015	\$123,000	0.00%
Travel & Education	\$1,118	\$1,500	\$1,500	\$3,000	100.00%
Maint. & Repairs/Building	\$17,426	\$12,000	\$12,000	\$14,500	20.83%
Maint. & Repairs/Wells & Pumps	\$78,866	\$80,000	\$80,000	\$80,000	0.00%
Maintenance/Water Tanks	\$80,017	\$82,000	\$82,000	\$80,000	-2.44%
Maint. & Repairs/Meters	\$54,150	\$48,500	\$45,000	\$60,000	23.71%
Maint. & Repairs/Auto	\$2,405	\$3,000	\$1,500	\$1,500	-50.00%
Advertising	\$0	\$0	\$0	\$0	0.00%
Fuel	\$4,319	\$4,500	\$4,441	\$4,500	0.00%
Departmental Supplies	\$4,251	\$2,000	\$2,000	\$2,000	0.00%
Lab Chem. & Equipment	\$11,912	\$9,000	\$6,000	\$9,000	0.00%
Water Chemicals	\$52,588	\$80,000	\$80,000	\$60,000	-25.00%
Water Analysis	\$7,999	\$9,500	\$9,392	\$10,000	5.26%
Special Tools	\$1,618	\$1,000	\$1,000	\$1,000	0.00%
Uniforms	\$2,404	\$2,000	\$1,669	\$2,500	25.00%
Safety Supplies	\$819	\$800	\$800	\$800	0.00%
Contract Services	\$7,187	\$1,500	\$3,500	\$10,000	566.67%
Water Certifications	\$4,891	\$4,100	\$3,970	\$4,600	12.20%
Dues & Subscription	\$535	\$500	\$745	\$700	40.00%
Workman's Comp	\$3,405	\$4,600	\$4,210	\$6,700	45.65%
Insurance/Building	\$10,290	\$11,400	\$11,318	\$11,900	4.39%
Capital Outlay/Equipment	\$7,441	\$40,000	\$31,535	\$0	-100.00%
Total	\$569,463	\$636,100	\$618,031	\$638,200	0.33%



FY2013-2014 Goals & Objectives

Council Goal/Focus: Sound & Sustainable Infrastructure

Department Goal: Maintain safe and adequate water production.

Objective	FY09-10 Actual	FY10-11 Actual	FY11-12 Estimate	FY12-13 Goal	Target
# of water production NOV	0	1	0	0	<1
Cost per 1,000 gallon of treated water	n/a	\$1.56	\$1.69	<\$3.00	<\$3.00
% of master water meters tested annually	n/a	51%	33%	33%	33%
Reduce relative water loss	18%	15%	8%	10%	8%



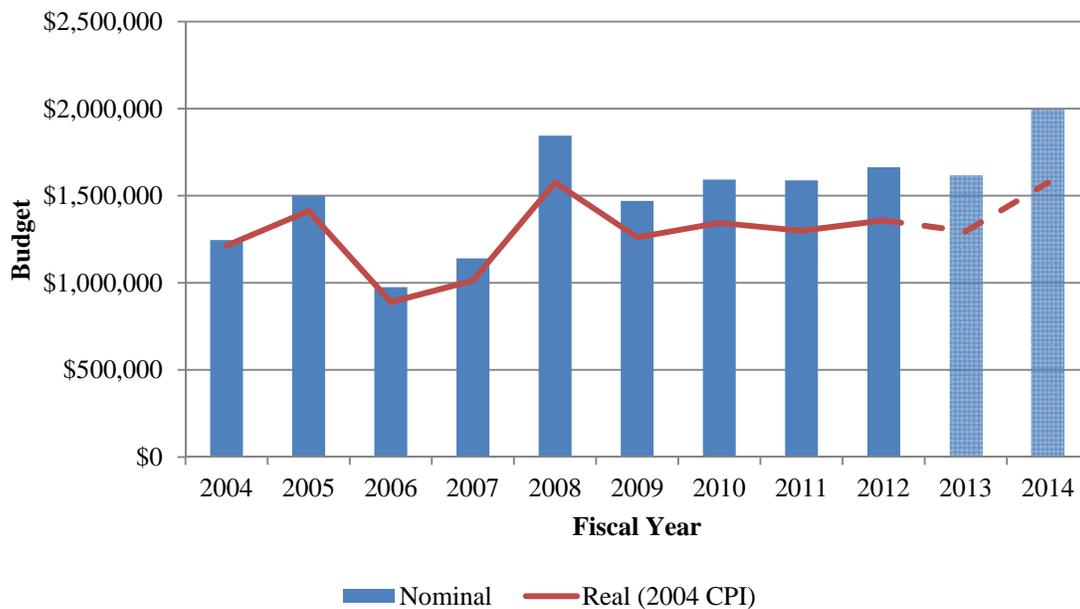
Description

The Water and Sewer Non-Departmental portion of the budget captures expenditures in the Water and Sewer Fund not easily assigned to a specific division. Expenditures include personnel costs that cover all divisions and debt service attributed to the entire Water and Sewer Fund.

FY2013-2014 Budget Highlights

The largest portion of non-departmental expenditures in FY13-14 is debt service, which accounts for \$772,300 (39 percent) of the total allocation. A transfer of \$498,000 to the General Fund to cover administration and finance costs associated with the Water and Sewer Fund and offset some capital costs represents 25 percent of non-departmental expenditures. Capital costs in the non-departmental budget include \$550,000 for the Public Works and Utilities facility renovations (\$500,000) and engineering for the NC 24 Industrial Park infrastructure improvements (\$50,000). Capital project funds will be set up for both projects. At \$1,989,700, the non-departmental budget accounts for 38.24 percent of the Water and Sewer Fund budget.

**W&S Non-Dept. Budget Trends
(with Adjustment for Inflation Comparison)**





Expenditures by Line Item

Water & Sewer Fund Non-Departmental Expenditures					
Line Item	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Professional Services	\$29,607	\$16,100	\$16,050	\$10,000	-37.89%
Employee Wellness	\$209	\$1,000	\$591	\$1,000	0.00%
Ameriflex	\$330	\$1,000	\$405	\$500	-50.00%
Telephone	\$12,622	\$12,500	\$11,567	\$12,500	0.00%
Printing & Office Supplies	\$1,948	\$2,000	\$2,390	\$2,200	10.00%
Utility Billing Maintenance	\$46,205	\$55,100	\$52,170	\$50,000	-9.26%
Reverse 911/Connect CTY	\$5,983	\$6,000	\$5,983	\$6,000	0.00%
Advertising	\$6,098	\$2,500	\$500	\$2,000	-20.00%
Postage	\$3,000	\$3,000	\$3,000	\$3,000	0.00%
Public Liability	\$8,545	\$10,600	\$9,813	\$11,200	5.66%
Unemployment Insurance	\$0	\$0	\$0	\$5,000	
Safety Committee/OSHA	\$7,545	\$8,100	\$7,821	\$8,000	-1.23%
Misc. Expense	\$49,305	\$10,000	\$6,893	\$10,000	0.00%
Employee Relations	\$8,078	\$17,000	\$16,500	\$8,000	-52.94%
Xfer to General Fund	\$322,000	\$399,500	\$399,500	\$498,000	24.66%
Capital Outlay/Equipment	\$0	\$25,000	\$24,607	\$0	-100.00%
Xfer to Downtown Phase III	\$0	\$0	\$0	\$0	0.00%
Contingency	\$0	\$29,000	\$0	\$40,000	37.93%
Principal Revolving Loan	\$520,600	\$520,600	\$520,554	\$520,600	0.00%
Interest Revolving Loan	\$93,612	\$81,700	\$81,697	\$67,500	-17.38%
Principal Well Field Loan	\$164,500	\$164,500	\$164,461	\$170,800	3.83%
Interest Well Field Loan	\$20,382	\$19,700	\$19,630	\$13,400	-31.98%
Principal GO Bond	\$250,000	\$50,000	\$50,000	\$0	-100.00%
Interest GO Bond	\$14,312	\$3,000	\$3,000	\$0	-100.00%
Xfer to CDBG project	\$83,785	\$84,000	\$0	\$0	-100.00%
Xfer to Capital Project	\$11,700	\$179,285	\$179,285	\$550,000	206.77%
Xfer to Rural Center Grant	\$0	\$40,000	\$40,000	\$0	-100.00%
Total	\$1,660,366	\$1,741,185	\$1,616,417	\$1,989,700	14.27%



Description

The purpose of the Cemetery Fund is to account for funds related to the sale and maintenance of city owned cemeteries. The sale of cemetery lots and earned interest on investments account for the revenues received in the fund. A cemetery savings account receives any excess revenues over expenditures for future purchase of land for cemetery development.

Revenues

Cemetery Fund Revenues					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Sale of Lots	\$48,455	\$38,500	\$39,500	\$47,500	23.38%
Interest Earned	\$2,045	\$1,500	\$2,000	\$2,500	66.67%
From Savings	\$0	\$0	\$0	\$0	0.00%
Total	\$50,500	\$40,000	\$41,500	\$50,000	25.00%

Expenditures

Cemetery Fund Expenditures					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Transfer to GF for Operations	\$60,000	\$40,000	\$40,000	\$50,000	25.00%
Total	\$60,000	\$40,000	\$40,000	\$50,000	25.00%



Description

The Community Development Fund was established in June 2005. Loan repayments from the Housing Revolving Loan Program generate revenues for the fund. The purpose of the fund is to use the revenues from the revolving loan program for redevelopment activities.

Revenues

Community Development Fund Revenues					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Revolving Payments	\$7,825	\$7,000	\$4,000	\$4,000	-42.86%
Interest Earned	\$0	\$0	\$2,100	\$2,500	
Total	\$7,825	\$7,000	6,100	\$6,500	-7.14%

Expenditures

Community Development Fund Expenditures					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Legal Services	\$0	\$2,000	\$0	\$2,500	25.00%
Miscellaneous	\$0	\$5,000	\$0	\$4,000	-20.00%
Total	\$0	\$7,000	\$0	\$6,500	-7.14%



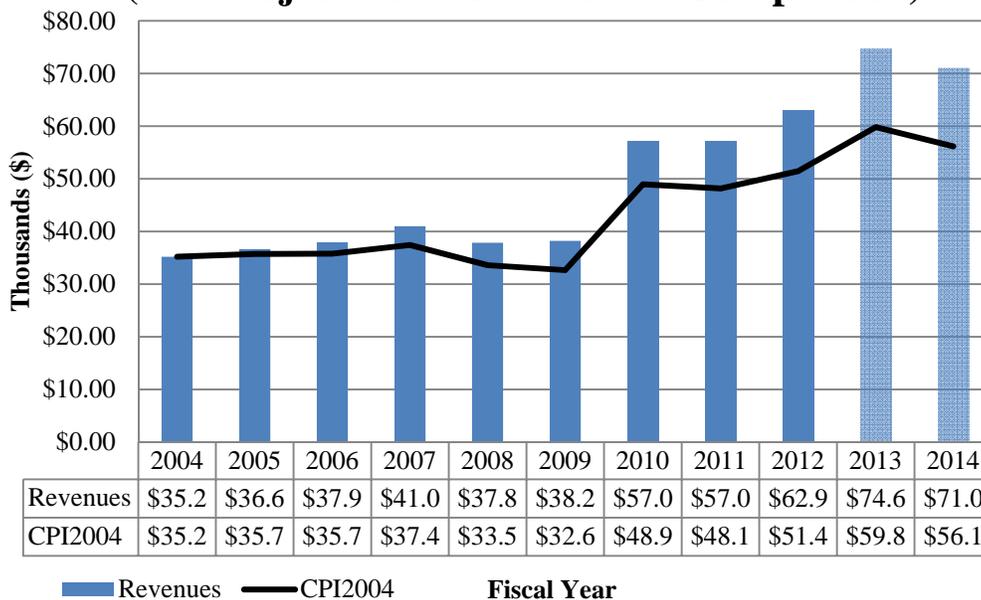
Description

The Downtown Special Tax District was established in 1977 to promote growth and activity in the downtown district. Revenue received in the fund is from ad valorem taxes on real and personal property in the district. The City uses the revenues to host downtown events and support downtown revitalization projects.

Revenues

Downtown Special Tax District Fund Revenues					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Current Taxes	\$49,034	\$51,600	\$53,000	\$58,000	12.40%
Prior Year Taxes	\$1,855	\$1,000	\$2,500	\$1,500	50.00%
Penalty & Interest	\$322	\$200	\$450	\$300	50.00%
Vehicle Taxes	\$1,753	\$1,500	\$1,700	\$1,500	0.00%
Collection Fees	(\$1,050)	(\$1,100)	(\$1,200)	-\$1,200	9.09%
Craft Fair Fees	\$3,140	\$3,500	\$4,085	\$4,000	14.29%
Holiday Events	\$4,381	\$5,000	\$4,992	\$5,000	0.00%
Off Street Parking	\$810	\$800	\$850	\$800	0.00%
City Market Fees	\$0	\$0	\$250	\$100	
Interest Earned	\$292	\$500	\$350	\$500	0.00%
Miscellaneous	\$2,371	\$500	\$1,200	\$500	0.00%
Fund Balance	\$0	\$13,000	\$0	\$0	-100.00%
Total	62,908	76,500	68,177	\$71,000	-7.19%

**Downtown District Fund Revenue Trends
(with Adjustment for Inflation Comparison)**

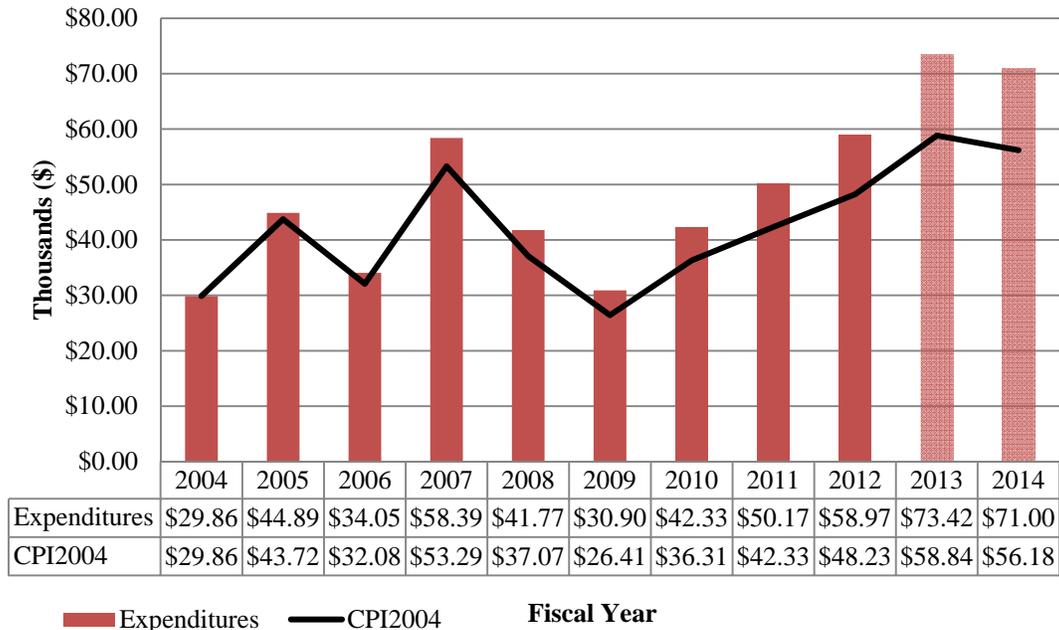




Expenditures

Downtown Special Tax District Fund Expenditures					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Professional Services	\$0	\$6,500	\$4,500	\$13,000	100.00%
Travel & Education	\$0	\$800	\$800	\$1,000	25.00%
Utilities	\$1,334	\$1,300	\$3,000	\$3,500	169.23%
Craft Fair	\$5,966	\$6,000	\$6,471	\$9,000	50.00%
Advertising	\$4,372	\$7,000	\$5,500	\$5,600	-20.00%
Supplies & Materials	\$17,269	\$2,000	\$3,000	\$4,500	125.00%
Contract Services	\$0	\$1,000	\$500	\$1,000	0.00%
Miscellaneous	\$455	\$500	\$250	\$500	0.00%
Facade Grant Program	\$1,872	\$5,000	\$5,000	\$5,000	0.00%
Downtown Incentive Program	\$733	\$2,400	\$2,400	\$2,400	0.00%
Projects	\$5,089	\$15,500	\$14,500	\$5,000	-67.74%
Contingency	\$0	\$1,000	\$0	\$1,000	0.00%
Special Events	\$12,974	\$9,500	\$11,500	\$12,000	26.32%
Court Square Rev. Payment	\$8,901	\$18,000	\$16,000	\$7,500	-58.33%
Total	\$58,965	\$76,500	\$73,421	\$71,000	-7.19%

**Downtown District Fund Expenditure Trends
(with Adjustment for Inflation Comparison)**





Description

The Fire Department Special Fund accounts for the revenues and expenses that the Fire Department receives from donations and holding fund raising events.

Revenues

Fire Department Special Fund Revenues					
Source	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Miscellaneous	\$500	\$500	\$500	\$2,000	300.00%
Special Fees	\$0	\$2,500	\$0	\$500	-80.00%
Total	\$500	\$3,000	\$500	\$2,500	-16.67%

Expenditures

Fire Department Special Fund Expenditures					
Type	FY 11-12 Actual	FY 12-13 Budget	FY 12-13 Estimate	FY 13-14 Budget	Percent Change
Department Supplies	\$0	\$500	\$0	\$0	-100.00%
Miscellaneous	\$2,568	\$2,500	\$3,000	\$2,500	0.00%
Total	\$2,568	\$3,000	\$3,000	\$2,500	-16.67%



May 7, 2013

Dear Mayor Starling and Members of City Council:

I am pleased to present the Recommended FY2013-2014 Capital Improvement Plan (CIP) for your review and consideration. The City's CIP represents a guide for maintenance and acquisition of capital assets. The CIP is an important management tool as it evaluates the effects of large capital costs on the City's operating budget and financial standing in terms of debt burden and capacity. The entire CIP is not an adopted budget. Only the first year of the CIP (FY13-14) will become part of the City's annual budget document once approved. The CIP also is not a static planning tool as it is evaluated annually and adjusted according to City Council's goals and financial considerations.

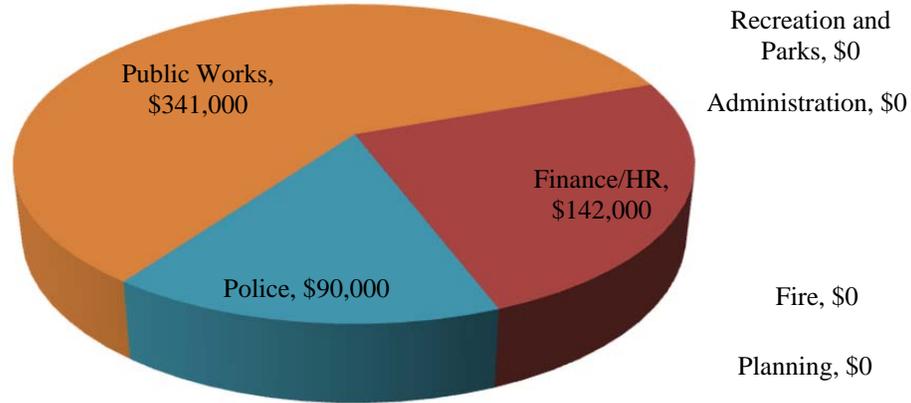
FY13-14 CIP Overview

The Recommended FY13-14 CIP includes 12 projects totaling \$5,650,500 for the General Fund and Water and Sewer Fund. That amount is \$3.7 million (191 percent) more than the FY12-13 CIP. This increase is due solely to large capital projects in the Water and Sewer Fund, which represent an increase of more than 1000 percent over FY12-13. The General Fund projects are \$912,000 less (60 percent) than the previous year. Six capital projects in the General Fund total \$573,000. Annual road resurfacing and new financial and human resource management systems represent the greatest portion of the General Fund CIP, although the cost of the new software will be offset from water and sewer funds. Vehicle purchases in the FY13-14 CIP total \$114,000. The annual police vehicle rotation accounts for \$90,000 of this total. Finance staff and department heads thoroughly evaluate vehicle purchases to ensure departments purchase the most efficient vehicle. By ensuring the right vehicle for a specific department or service, maintenance and fuel costs are kept to a minimum or reduced.

Water and sewer projects total \$5,077,500, a 1034 percent increase from last year. The large increase is the result of the \$4.1 million needed for construction of an elevated water tank and the first half of the water production expansion project. Other large projects in the Water and Sewer Fund include the completion of the Eliza Lane CDBG project, which is all grant funding, and the renovation of the Public Works and Utilities facility. The proposed CIP will have an impact on the water and sewer operating budget as new personnel and operating costs occur to maintain the plant expansion.



General Fund CIP Project Costs by Department FY13-14



Financial Impact

Debt burden and capacity ratios remain within acceptable levels for FY13-14. Our net debt service to expenditures ratio is only 5.63 percent for FY13-14. This indicates the city’s debt is a small percentage of its overall expenditures. Our debt per capita and debt per assessed valuation are higher than the average but remain lower than our population group’s high values. It is important to keep in mind that municipalities with fewer people are in our group. Many of these municipalities do not carry debt or implement large capital projects, which skews the average downward. The following table depicts the city’s ratios for FY13-14 alongside the ranges for our population group identified by the LGC.

General Fund Fiscal Indicators and Key Debt Ratios

	Clinton	LGC Low	LGC Avg.	LGC High
Net debt per capita	\$295	\$0	\$195	\$2,129
Net debt per assessed valuation	0.371%	0.005%	0.164%	0.552%
Net debt service to expenditures	5.63%	N/A	N/A	N/A

The proposed FY13-14 CIP does have a significant effect on the General Fund and Water and Sewer Fund operating budgets. For both funds, the budget allocates the use of fund balance- \$130,000 in the General Fund and \$350,000 in the Water and Sewer Fund. The use of fund balance and retained earnings will still leave each fund within the ranges specified in the city’s fund balance policy. The current economic conditions present the city with difficult decisions in regards to balancing a budget to remain financially sound and responding to citizen needs and concerns. Many projects have been pushed to future years to accommodate operating budget needs. The proposed FY13-14 CIP addresses City Council’s goals with projects focusing on welcoming neighborhoods and public spaces, sound and sustainable infrastructure, financial sustainability, and enhanced quality of life.



The Eliza Lane CDBG project is on target to wrap-up in September 2013. This project displays the city's commitment to improving the quality of life for its citizens with new water and sewer lines and roads. New financial and human resource management systems will help city staff be more efficient and enhance internal controls, protecting the cities financial accountability. The near doubling of the city's water production capacity and addition of a new water tank is evidence of the city's commitment to sound infrastructure and economic growth.

Balancing capital projects with services and other priorities can have a significant strain on city revenues. The potential impact on the tax rate is of concern when prioritizing capital projects and operating costs. The CIP provides a tax impact analysis. Revenues from fees and grants can help diminish the potential impact on the tax rate. As the economy rebounds, increases in sales tax revenue and revenue from investments will help offset the revenue needs as well.

Although capital projects can increase the city's debt burden, the projects may be able to offset some of their cost if aligned with City Council goals. Increasing the city's appeal with beautification projects, a focus on public safety, and sound infrastructure can improve the city's economic condition, which can result in an increased tax base and diversified revenue sources. Increases in assessed value and economic activity will generate more revenue and can decrease the city's debt to assessed valuation ratio. In this respect, capital projects in line with City Council goals can be viewed as investments in the city's economic viability and financial stability.

Financial Policies

Capital projects require substantial funding and support, and each year capital projects compete with other priorities in the annual budget process. In 2009, the City adopted a fund balance policy for the General Fund and Water and Sewer Fund to establish a baseline fund balance and support capital projects. For both policies, fund balance in excess of the target percentage is assigned for potential capital use. The intent of the percentages selected at the time of adoption was to reserve a specific amount of cash for each fund. Annual changes in the budget, however, do not always equate to this set amount or the city's changing needs when considering a set percentage. For this reason, staff is recommending establishing a range for each fund to help assist in cash management and establishing continued reserves for capital projects. The recommended General Fund policy will provide for a desired fund balance range of 35 to 40 percent with reserves in excess of the range assigned for capital projects. The recommended Water and Sewer Fund policy will provide for a retained earning percentage of 47 to 53 percent. Because of the number of large utility capital projects on the horizon, staff recommends designating retained earning in excess of the 53 percent to a capital reserve for the Water and Sewer Fund. This will ensure the city is financially prepared for upcoming projects and upgrades by balancing new debt and pay-as-go financing.

In summary, the proposed FY13-14 CIP includes seven projects in the General Fund and seven in the Water and Sewer Fund. The capital projects address city needs while adhering to the City Council's mission and goals. If implemented, the CIP will provide the city with a plan to maintain and acquire capital assets to improve the city's efficiency and effectiveness as well as provide the foundation for future economic growth. The CIP addresses concerns related to debt



management and the effects on the operating budget. Although it does not fund all requests made by departments, it does include priority needs of the city and is set to maintain a high level of service for Clinton citizens. If the city realizes more revenue than projected, City Council may wish to pursue some future projects during the upcoming fiscal year, such as additional equipment for the Streets Division or additional police vehicles. City staff has thoroughly researched the recommended policy changes regarding fund balance and capital reserves. The proposed changes will help ensure the city's financial sustainability with an appropriate balance of capital assets and other operating needs.

I wish to express my appreciation to the staff members who helped in preparing this capital improvement plan.

I recommend this proposed CIP for FY2013-2014 to City Council.

Respectfully submitted,

A handwritten signature in cursive script that reads "John F. Connet".

John Connet
City Manager



Introduction

The Clinton Capital Improvement Plan (CIP) represents a multiyear forecast of the city's capital needs. The CIP not only identifies capital projects but also the financing required for the projects and their impact on the operating budget. Capital projects differ from annual operating expenses in that they involve large dollar amounts, often require special financing, occur at irregular intervals, and involve development of assets expected to last several years.

The City of Clinton prepares a five-year CIP to function as a planning tool for capital improvements. Only the current year schedule, when adopted by City Council, becomes part of the operating budget. The CIP schedule beyond the current fiscal year is subject to adjustments upon annual review by city staff and Council. Future forecasts in the CIP serve the city by helping plan for capital repairs, replacements, and acquisitions, which aids in financial planning to ensure the city's fiscal health and credit.

Policies and Finance Strategies

The CIP helps the city manage capital expenditures to meet the following goals:

1. Eliminate hazards and risks to public health and safety
2. Promote economic development
3. Improve service effectiveness and efficiency
4. Maintain financial stability

To achieve these goals, the following policies and finance strategies guide city staff in CIP development:

- A capital project is a physical asset with an initial cost greater than \$10,000 and a projected useful life greater than 5 years or a non-recurring operating expenditure greater than \$10,000 directly related to service delivery. Capital assets may include infrastructure, buildings, vehicles, or information technology equipment and software. Planning and design costs associated with the request should be included in the projected costs when applicable.
- Similar projects costing less than \$10,000 should not be lumped together to form a single project greater than \$10,000. Such smaller projects should be included within the upcoming operating budget.
- The term of any city debt issue shall not exceed the useful life of the asset for which the debt is issued.
- The capital program will recognize the borrowing limitation of the city to maintain fiscal stability.



- The city will search for all possible outside funding sources for CIP projects to help offset city debt, including grants, private-partnerships, and intergovernmental agreements.
- A financial analysis will accompany the CIP to illustrate the city's capacity to repay debt and identify the effects on financial indicators.
- The city will seek to maintain financial indicators within an acceptable level as compared to peer cities.
- The city will attempt to use pay-as-go financing when possible, particularly for capital assets with costs less than \$75,000.

The following is a list of financing options for the City to consider when debt financing is required.

General Obligation Bonds. GO bonds require voter approval because the debt is secured by the taxing power of the local government. GO bonds typically have the lowest interest rates and twenty-year terms. The city will not consider GO bonds for any project unless the cost exceeds \$5 million.

Revenue Bonds. Revenue bonds are secured and repaid from specific revenues. These revenues are most often the net earnings from enterprise or self-supporting utilities. Revenue bonds are commonly used to finance water and sewer capital improvements. The city typically will not consider revenue bonds for utility projects unless the cost exceeds \$3 million.

Installment Purchase Agreements. IP financing can be either short-term or long-term. This type of financing is typically used for items such as equipment and vehicles. Installment purchasing presents the best option for most of the city's current capital needs.

Certificates of Participation. COPs typically have higher interest rates than GO bonds because the debt is secured by funds resulting from project being financed and not the "full faith and credit" of the government. COPs are typically financed for ten- to twenty-year terms. This type of financing should be considered for a revenue-generating project.

Tax Increment Financing Bonds. TIF bonds are high risk for investors because the debt is secured on anticipated increases in property value. TIF bonds can be financed for up to thirty years. They do not require voter approval despite their reliance on property or sales tax increases. TIF is complicated in North Carolina and requires approval from the Local Government Commission and consent from Sampson County.

Special Assessments. Special assessments are an option if citizens petition for a specific capital project. The government can issue debt to finance the project and the citizens agree to pay part of the project costs through taxes for a set number of years.



Assigned Capital Funds. Assigned capital funds represent money set aside each fiscal year for capital projects. The city’s fund balance policy provides for capital funds by committing money for capital projects from the city’s fund balance in excess of the city’s specified range. Committed capital funds are typically used for project contingency and smaller projects.

General Fund/Capital Outlay. This funding is similar to the capital reserve fund except it is money allocated out of the General Fund from the operating budget. There is no debt associated with this funding. This represents a majority of the city’s pay-as-go financing.

Water and Sewer Fund. The water and sewer fund operates as an enterprise fund. Revenues generated by water and sewer operations are designated in the water and sewer fund for the water and sewer operating budget as well as water and sewer associated capital outlay. The city maintains a capital reserve fund for specified water and sewer projects. The city designates retained earnings above the city’s specified range for the water and sewer capital reserve fund.

Miscellaneous. Other funding sources include grants or donations from private donors or state and federal government. These funding sources often have to be used for a specific project.

Planning Process and Calendar

City staff reviews the CIP annually as part of the regular budget process. Preparation for the CIP begins in December of the current fiscal year, at which time department heads meet with staff to review capital needs. At the same time, the City Manager and Assistant City Manager-Finance Director meet to review Council goals, CIP policies, finance strategies, and ranking criteria. In mid-January, departments submit their CIP requests and meet with the City Manager and Finance staff to discuss the projects and estimated costs. Once department heads submit all CIP projects, the City Manager and Finance staff rank the projects using the following criteria and point scale.

- | | |
|---|-------------|
| 1. Addresses Public Safety | (20 points) |
| 2. Legally Mandated | (20 points) |
| 3. Achieves Council Goal | (15 points) |
| 4. Achieves Community Goal | (15 points) |
| 5. Availability of Outside Funds | (10 points) |
| 6. Increases Service Efficiency | (10 points) |
| 7. Promotes Economic Development | (10 points) |
| 8. Protects/Maintains City Assets and Financial Stability | (10 points) |
| 9. Receives Economic Payback in Less Than 5 Years | (10 points) |
| 10. Links with Other Projects | (10 points) |

The total points for each project merely represent a guideline and are not the determining factor for project funding. City Council must approve projects, which are subject to change based on shifts in Council priorities and the economy. Each project can receive all, half, or no points for each category.



City staff performs a financial analysis to estimate the impact of capital projects on the operating budget and the city's borrowing capacity and debt tolerance. The financial analysis helps determine which projects to fund in each year. Expected budget surpluses and deficits are considered when calculating the financial impact of the CIP. City staff develops a preliminary CIP by mid-March to present to City Council at a CIP workshop to discuss changes and priorities. The final CIP is adjusted based on Council recommendations and presented to the Council for public approval as part of the annual budget document at the June Council Meeting.

FY 2013-2014 CIP and Budget Schedule

Thursday, November 15, 2012	Strategic planning, goal & priority setting/confirmation workshop with City Council
Thursday, November 29, 2012	Departments begin meeting internally to develop CIP project requests
Tuesday, December 18, 2012	Capital planning workshop with City Council
Wednesday, January 2, 2013	Departments submit CIP project requests to Finance & Administration
Wednesday, January 2 – 7, 2013	City Manager & Assistant Manager-Finance Director review CIP project requests
Tuesday, January 8 – February 4, 2013	Department Heads meet with City Manager & Finance staff to discuss CIP project requests
Monday, February 4 – 18, 2013	CIP project impact & financial analysis is completed to prepare for operating budget
Tuesday, February 12, 2013	City Manager & Finance staff rank CIP project requests & establish a priority list
Tuesday, February 12, 2013	Strategic planning workshop with City Council
Tuesday, February 19, 2013	CIP workshop with City Council
Friday, March 1, 2013	Budget packages delivered to departments
Friday, March 29, 2013	Departments submit budget request



Monday, April 1 – April 30, 2013	City Manager & Finance staff review budget requests & prepare recommendations
Friday, May 10, 2013	Submit CIP & preliminary FY13-14 budget to City Council
Tuesday, May 14, 2013	Budget workshop with City Council
Tuesday, May 21, 2013	Budget workshop with City Council
Friday, May 31, 2013	Submit proposed FY13-14 budget to City Council for review
Tuesday, June 4, 2013	City Council holds public hearing regarding proposed FY13-14 budget
Tuesday, June 18, 2013	City Council adopts FY2013-2014 Budget
Monday, July 1, 2013	Fiscal Year 2013-2014 begins

Description

The CIP consists of four sections:

CIP Summary. This section provides a summary of the capital improvement plan in table form. The summary presents the estimated capital costs for each department and the years in which the city expects to assume that debt. There is a summary for the general fund and water and sewer fund.

Individual Project Descriptions. This section explains each CIP project in further detail on the included tables. The tables include the benefits and effects of funding the project as well as the expected method of financing and its impact on the operating budget.

Financial Impact Analysis. City staff performs financial analyses to evaluate the impact of the CIP on the operating budget and the city's debt tolerance. These tables and charts present the potential effects of the CIP on the city's ability to maintain its current fiscal practices and its ability to borrow money while not compromising its strong financial status.

Unfunded Projects. This section provides a brief summary of projects submitted but not included in the current CIP. The summaries include a description of the project and details as to why it is not funded in the CIP.



CIP Summary

General Fund								
Department	Project	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Years	Total Capital Cost
Admin, Finance, & Planning	City Hall Generator					\$ 50,000		\$ 50,000
	Finance Software	\$ 142,000						\$ 142,000
	Planning Vehicle Replacement			\$ 18,000				\$ 18,000
	Department Total	\$ 142,000	\$ -	\$ 18,000	\$ -	\$ 50,000	\$ -	\$ 210,000
Fire	Apparatus Replacement		\$ 150,000			\$ 350,000		\$ 500,000
	Station 2 Construction						\$ 2,000,000	\$ 2,000,000
	Vehicle Replacement		\$ 25,000		\$ 30,000		\$ 30,000	\$ 85,000
	Wall Street Station Renovations			\$ 1,525,000				\$ 1,525,000
Department Total	\$ -	\$ 175,000	\$ 1,525,000	\$ 30,000	\$ 350,000	\$ 2,030,000	\$ 4,110,000	
Police	New Police Station Construction			\$ 3,400,000				\$ 3,400,000
	Police Vehicle Replacement	\$ 90,000	\$ 124,000	\$ 128,000	\$ 132,000	\$ 136,000	\$ 140,000	\$ 750,000
	Radar Speed Trailer		\$ 13,000					\$ 13,000
	Department Total	\$ 90,000	\$ 137,000	\$ 3,528,000	\$ 132,000	\$ 136,000	\$ 140,000	\$ 4,163,000
Public Works	Eliza Lane CDBG Streets	\$ 107,000						\$ 107,000
	Grounds Equipment Replacement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,500	\$ 10,500	\$ 10,500	\$ 61,500
	Grounds Vehicle Replacement		\$ 35,000			\$ 20,000	\$ 24,000	\$ 79,000
	NC 24 Parallel Road North				\$ 25,000	\$ 25,000	\$ 500,000	\$ 550,000
	Pedestrian Plan Sidewalks			\$ 65,000				\$ 65,000
	Sanitation Vehicle Replacement			\$ 450,000			\$ 450,000	\$ 900,000
	Street Equipment Replacement		\$ 35,000	\$ 125,000	\$ 17,000		\$ 125,000	\$ 302,000
	Street Resurfacing	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,200,000
	Street Vehicle Replacement	\$ 24,000	\$ 35,000	\$ 68,000	\$ 74,000	\$ 50,000	\$ 140,000	\$ 391,000
	Department Total	\$ 341,000	\$ 315,000	\$ 918,000	\$ 326,500	\$ 305,500	\$ 1,449,500	\$ 3,655,500
Recreation	Bellamy Center Addition						\$ 2,500,000	\$ 2,500,000
	Pedestrian Plan Greenways					\$ 175,000	\$ 175,000	\$ 350,000
	Recreation Equipment Replacement		\$ 10,000	\$ 10,000		\$ 10,000		\$ 30,000
	Recreation Vehicle Replacement			\$ 18,000	\$ 18,000	\$ 25,000		\$ 61,000
	Royal Lane Park Renovations		\$ 333,000	\$ 333,000	\$ 334,000			\$ 1,000,000
	Department Total	\$ -	\$ 343,000	\$ 361,000	\$ 352,000	\$ 210,000	\$ 2,675,000	\$ 3,941,000



Water and Sewer Fund								
Facility/Function	Project	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Years	Total Capital Cost
Non-departmental								
	PW Facilities Renovations	\$ 500,000						\$ 500,000
	PW Materials Shelter		\$ 200,000					\$ 200,000
Function Total		\$ 500,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000
Line Maintenance								
	Eliza Lane CDBG	\$ 293,000						\$ 293,000
	Equipment Replacement					\$ 150,000		\$ 150,000
	NC 24 Expansion Utilities			\$1,350,000				\$ 1,350,000
	NC 24 Ind. Park Utilities	\$ 50,000	\$ 2,400,000					\$ 2,450,000
	NC 24 Parallel Road North					\$ 50,000	\$ 500,000	\$ 550,000
	Vehicle Replacement	\$ 26,500	\$ 45,000	\$ 45,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 188,500
Function Total		\$ 369,500	\$ 2,445,000	\$ 1,395,000	\$ 24,000	\$ 224,000	\$ 524,000	\$ 4,981,500
Water Treatment								
	Smithfield Water Tank	\$ 1,700,000						\$ 1,700,000
	WTP and Well Expansion	\$ 2,418,000	\$ 2,418,000					\$ 4,836,000
	WTP Vehicle Replacement				\$ 24,000	\$ 24,000		\$ 48,000
Function Total		\$ 4,118,000	\$ 2,418,000	\$ -	\$ 24,000	\$ 24,000	\$ -	\$ 6,584,000
Waste Water Treatment								
	DO and PH Probes	\$ 90,000						\$ 90,000
	WWTP Vehicle Replacement			\$ 24,000	\$ 24,000			\$ 48,000
Function Total		\$ 90,000	\$ -	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ 138,000

	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Years	Total Capital Costs
General Fund Total	\$ 573,000	\$ 970,000	\$ 6,350,000	\$ 840,500	\$ 1,051,500	\$ 6,294,500	\$ 16,079,500
Water & Sewer Fund Total	\$ 5,077,500	\$ 5,063,000	\$ 1,419,000	\$ 72,000	\$ 248,000	\$ 524,000	\$ 12,403,500
CIP Total	\$ 5,650,500	\$ 6,033,000	\$ 7,769,000	\$ 912,500	\$ 1,299,500	\$ 6,818,500	\$ 28,483,000



Capital Projects List

Project	Department	Estimated Cost	Outside Funds Available	City's Obligation	FY Funded	Potential Source(s) of Financing	Score
Financial & HR Systems Software	Finance/Non-depart.	\$ 142,000	\$ -	\$ 142,000	13-14	WS	30.0
Fire Apparatus Replacement	Fire	\$ 500,000	\$ -	\$ 500,000	14-15,17-18	IP	40.0
Fire Station 2 Construction	Fire	\$ 2,000,000	\$ -	\$ 2,000,000	FY	IP	35.0
Fire Training Tower	Fire	\$ 250,000	\$ -	\$ 250,000	FY	IP	32.5
Fire Vehicle Replacement	Fire	\$ 85,000	\$ -	\$ 85,000	Program	GF	20.0
Wall Street Station Renovations	Fire	\$ 1,525,000	\$ -	\$ 1,525,000	15-16	GO,IP	67.5
City Hall Generator	Non-departmental	\$ 50,000	\$ -	\$ 50,000	17-18	GF	30.0
Planning Vehicle Replacement	Planning	\$ 18,000	\$ 9,000	\$ 9,000	15-16	GF,IG	25.0
New Police Station Construction	Police	\$ 3,400,000	\$ -	\$ 3,400,000	15-16	GO,IP	65.0
Police Vehicle Replacement	Police	\$ 750,000	\$ -	\$ 750,000	Annual	GF	40.0
Radar Speed Trailer	Police	\$ 13,000	\$ -	\$ 13,000	14-15	GF	20.0
Grounds Equipment Replacement	PW-Grounds	\$ 61,500	\$ -	\$ 61,500	Annual	GF	20.0
Grounds Vehicle Replacement	PW-Grounds	\$ 79,000	\$ -	\$ 79,000	Program	GF	10.0
Sanitation Vehicle Replacement	PW-Sanitation	\$ 900,000	\$ -	\$ 900,000	Program	IP	45.0
Parking Lot Resurfacing	PW-Street	\$ 90,000	\$ -	\$ 90,000	FY	GF	25.0
Pedestrian Plan Sidewalks	PW-Street	\$ 65,000	\$ -	\$ 65,000	15-16	GF	72.5
Street Equipment Replacement	PW-Street	\$ 302,000	\$ -	\$ 302,000	Program	GF,IP	20.0
Street Resurfacing	PW-Street	\$ 1,200,000	\$ 1,200,000	\$ -	Annual	IG	95.0
Street Vehicle Replacement	PW-Street	\$ 391,000	\$ -	\$ 391,000	Program	GF	10.0
NC 24 Parallel Road North	PW-Street/Line Maint.	\$ 1,100,000	\$ -	\$ 1,100,000	17-18, FY	GF,IP,WS	27.5
Automated Meter Reading System	PU-Line Maint.	\$ 1,000,000	\$ -	\$ 1,000,000	FY	IP	17.5
Deer Track Water Loop	PU-Line Maint.	\$ 350,000	\$ -	\$ 350,000	FY	WS	20.0
Industrial Park Pump Station	PU-Line Maint.	\$ 1,025,000	\$ -	\$ 1,025,000	FY	WS	0.0
NC 24 Expansion Utilities	PU-Line Maint.	\$ 1,350,000	\$ -	\$ 1,350,000	15-16	WS	80.0
NC 24 Industrial Park Utilities	PU-Line Maint.	\$ 2,450,000	\$ 650,000	\$ 1,800,000	13-14,14-15	IP	75.0
PW Materials Shelter	PU-Line Maint.	\$ 200,000	\$ -	\$ 200,000	14-15	CR,WS	30.0
Utility Lines Equipment Replacement	PU-Line Maint.	\$ 150,000	\$ -	\$ 150,000	Program	WS	10.0
Utility Lines Vehicle Replacement	PU-Line Maint.	\$ 212,000	\$ -	\$ 212,000	Program	WS	10.0
Eliza Lane CDBG	PU-Line Maint./Street	\$ 757,000	\$ 572,765	\$ 184,235	13-14	GF,IG,WS	105.0
PW Facilities Renovations	PU-Non-depart.	\$ 500,000	\$ -	\$ 500,000	13-14	WS	20.0
Smithfield Water Tank	PU-WTP	\$ 1,700,000	\$ -	\$ 1,700,000	13-14	IP,RB	87.5
WTP and Well Expansion	PU-WTP	\$ 4,836,000	\$ -	\$ 4,836,000	13-14,14-15	IP,RB	85.0
WTP Vehicle Replacement	PU-WTP	\$ 48,000	\$ -	\$ 48,000	Program	WS	10.0
DO and PH Probes	PU-WWTP	\$ 90,000	\$ -	\$ 90,000	13-14	WS	20.0
UV Disinfection System	PU-WWTP	\$ 600,000	\$ -	\$ 600,000	FY	WS	10.0
WWTP Vehicle Replacement	PU-WWTP	\$ 48,000	\$ -	\$ 48,000	Program	WS	10.0
Bellamy Center Addition	Recreation	\$ 2,500,000	\$ -	\$ 2,500,000	FY	IG,IP	42.5
Pedestrian Plan Greenways	Recreation	\$ 350,000	\$ 175,000	\$ 175,000	17-18, FY	GF,IG	52.5
Recreation Equipment Replacement	Recreation	\$ 30,000	\$ -	\$ 30,000	Program	GF	20.0
Recreation Vehicle Replacement	Recreation	\$ 61,000	\$ -	\$ 61,000	Program	GF	10.0
Royal Lane Park Renovations	Recreation	\$ 1,000,000	\$ 500,000	\$ 500,000	14-15 to 16-17	GF,IG	77.5

CR Capital Designated Funds
 GF General Fund Capital Outlay
 GO General Obligation Bond
 IG Intergovernmental Funds
 IP Installment Purchase
 PP Public-Private Partnership
 RB Revenue Bonds
 SA Special Assessment
 WS Water-Sewer Capital Outlay

FY=Future Years
 Annual=Same \$ Each Year + Inflation
 Program=Varying \$ & Years
 Not Funded



City of Clinton Capital Project Form							
Project Title	Financials & HR Systems Software						
Department	Finance	Division					
Budget Code(s)	10-6600-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input checked="" type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	30		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$142,000		\$142,000					
Project Description							
Purchase of new financials and human resources systems software							
Project Justification							
As the city has grown, so have its needs for financial and human resources systems with greater capacity. The current systems provider does not offer updates for all components or does not offer them in an acceptable time frame. Payroll components and some AR components still operate in DOS with no anticipated upgrade. The current provider does not offer HR solutions. The current system is also only compatible on a 32-bit platform with no plans for immediate upgrade despite most computers and servers transitioning to a 64-bit platform. The current system is being outmoded. While there is a significant upfront cost, the annual maintenance for the new system will be about \$9,500 less while offering more capability and increasing efficiency. The bulk of the cost is due to the utility billing systems and to help balance General Fund expenditures, the new system will be paid for with a onetime transfer from Water and Sewer Fund retained earnings.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance	-\$5,500	-\$9,500	-\$9,500	-\$9,500	-\$9,500	-\$9,500	-\$53,000
Other							\$0
Total Operating Impact	-\$5,500	-\$9,500	-\$9,500	-\$9,500	-\$9,500	-\$9,500	-\$53,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$142,000						\$142,000
Total Capital Cost	\$142,000	\$0	\$0	\$0	\$0	\$0	\$142,000
<i>Operating + Capital</i>	<i>\$136,500</i>	<i>-\$9,500</i>	<i>-\$9,500</i>	<i>-\$9,500</i>	<i>-\$9,500</i>	<i>-\$9,500</i>	<i>\$89,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay	\$142,000						\$142,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$142,000	\$0	\$0	\$0	\$0	\$0	\$142,000



City of Clinton Capital Project Form							
Project Title	Fire Apparatus Replacement						
Department	Fire	Division					
Budget Code(s)	10-5300-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	40			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$534,239			\$150,000			\$350,000	
Project Description							
Establish rotation for replacement of fire engines and tankers							
Project Justification							
<p>Many of the fire engines currently in use are past their useful life or nearing the end of it. Two of the vehicles have required excessive maintenance and repair in comparison with other apparatuses. The Fire Department is seeking to establish a rotation that will ensure proper vehicles while having a minimum impact on the budget. In FY14-15 the department expects to consolidate and old tanker and pumper into one engine for us in the rural district. The reduction of a vehicle will reduce annual maintenance cost and allow for the resale of the older vehicles to offset a down payment of \$20,000. The new truck would actually be a used apparatus in good condition because this will not be a primary engine. The remaining \$130,000 will be financed for three years at 2.25%. The engine in FY17-18 will replace an existing engine and be financed for 5 years at 3.25%.</p>							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance		-\$2,500	-\$2,500	-\$2,500	-\$2,500	-\$2,500	-\$12,500
Other		-\$15,000			-\$10,000		-\$25,000
Total Operating Impact	\$0	-\$17,500	-\$2,500	-\$2,500	-\$12,500	-\$2,500	-\$37,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$150,000			\$350,000		\$500,000
Total Capital Cost	\$0	\$150,000	\$0	\$0	\$350,000	\$0	\$500,000
Operating + Capital	\$0	\$132,500	-\$2,500	-\$2,500	\$337,500	-\$2,500	\$462,500
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase			\$44,853	\$44,853	\$44,853		\$134,559
CF Capital Outlay		\$20,000					\$20,000
Installment Purchase						\$379,680	\$379,680
							\$0
							\$0
Total Project Financing	\$0	\$20,000	\$44,853	\$44,853	\$44,853	\$379,680	\$534,239



City of Clinton Capital Project Form							
Project Title	Fire Station 2 Construction						
Department	Fire	Division					
Budget Code(s)	1053007400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		35	
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$2,000,000							\$2,000,000
Project Description							
Construction of secondary fire station							
Project Justification							
Construction of this station would replace the station on Beaman Street, which was constructed 30 years ago to serve that north side of town and the rural district. It is located in a flood plane and cannot be renovated or added on to in order to bring the station up to standards. Additionally it is no longer in the best location for the growth the city has received in the past 30 years. This station is still being evaluated along with the rural fire district the city serves.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services						\$156,000	\$156,000
Land / ROW / Easement						\$50,000	\$50,000
Construction						\$1,644,000	\$1,644,000
Equipment / Machinery						\$150,000	\$150,000
Total Capital Cost	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,000,000</i>	<i>\$2,000,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase						\$2,000,000	\$2,000,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000



City of Clinton Capital Project Form							
Project Title	Fire Vehicles Replacement Program						
Department	Fire	Division					
Budget Code(s)	10-5300-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	20			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$65,000			\$25,000		\$30,000		\$30,000
Project Description							
Project Justification							
Add a full size pick-up truck to the current fleet. This vehicle will be used for public education presentation, fire prevention activities and serve a an untility vehicle when needed. SUVs provide a more efficient command platform to operate off of, manuever more effectively on under developed roadways, and are more reliable transportation during natural disasters and inclement weather.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
Other							\$0
Total Operating Impact	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$25,000		\$30,000		\$30,000	\$85,000
Total Capital Cost	\$0	\$25,000	\$0	\$30,000	\$0	\$30,000	\$85,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$27,500</i>	<i>\$2,500</i>	<i>\$32,500</i>	<i>\$2,500</i>	<i>\$32,500</i>	<i>\$97,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$25,000		\$30,000		\$30,000	\$85,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$25,000	\$0	\$30,000	\$0	\$30,000	\$85,000



City of Clinton Capital Project Form							
Project Title	Wall St. Station Renovations						
Department	Fire	Division					
Budget Code(s)	10-5300-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		<input type="checkbox"/> N/A	
							67.5
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$2,243,388				\$1,525,000			
Project Description							
Construct new fire station to adequately accommodate current staff and operations							
Project Justification							
The current fire station at on Wall Street is home to the Fire Department but it was not constructed as a fire station. Several building and NFPA code concerns exists due to the structure of the building and lack of rooms designed to be sleeping quarters or training rooms. The station is limited in growth capacity and could be laid out more efficiently to help response time and more training opportunities. The city has preliminary plans for a renovation and addition to the current structure as wells as an option to build a combined public safety facility for police and fire. This CIP represents the stand alone structure and includes a new monitoring and alert system. The financing would be for 20 years at an expected rate of 4%.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance			\$2,500	\$5,000	\$5,000	\$5,000	\$17,500
Other			\$2,000	\$2,000	\$2,000	\$2,000	\$8,000
Total Operating Impact	\$0	\$0	\$4,500	\$7,000	\$7,000	\$7,000	\$25,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services			\$120,000				\$120,000
Land / ROW / Easement							\$0
Construction			\$1,280,000				\$1,280,000
Equipment / Machinery			\$125,000				\$125,000
Total Capital Cost	\$0	\$0	\$1,525,000	\$0	\$0	\$0	\$1,525,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,529,500</i>	<i>\$7,000</i>	<i>\$7,000</i>	<i>\$7,000</i>	<i>\$1,550,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchasing				\$110,894	\$110,894	\$1,996,099	\$2,217,888
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$110,894	\$110,894	\$1,996,099	\$2,217,888



City of Clinton Capital Project Form							
Project Title	City Hall Generator						
Department	Administration & Finance	Division	Non-departmental				
Budget Code(s)	10-6600-1500						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		<input checked="" type="checkbox"/> N/A	
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$54,000						\$50,000	
Project Description							
Purchase a 50kw generator to maintain city hall operations in the event of power loss							
Project Justification							
City Hall does not have any backup power source. The city's servers are housed at City Hall as well as the training room, which also serves as the city's EOC during an emergency. Interstar currently uses City Hall as a hub for its fiber operations, which requires constant power. Annual operating cost would consist of typical maintenance and fuel costs in the event the generator is used in an emergency.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance						\$1,000	\$1,000
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery					\$50,000		\$50,000
Total Capital Cost	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$50,000</i>	<i>\$1,000</i>	<i>\$51,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay					\$50,000		\$50,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000



City of Clinton Capital Project Form							
Project Title	Planning Vehicle Replacement Program						
Department	Planning			Division			
Budget Code(s)	10-4900-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		<input checked="" type="checkbox"/> N/A	25
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$18,000				\$18,000			
Project Description							
Replace planning department vehicle							
Project Justification							
The Planning Department uses one vehicle for code enforcement and other needed travel. The mileage estimate for the vehicle is over 80k miles in FY15-16 and it will be more than 10 years old. Repair and maintenance has increased on the vehicle the past two years and while the miles will still be less than 100k in FY15-16, the age will warrant more maintenance. Annual repair and maintenance would be equal to or less than the current vehicle and resale is expected to earn \$1,000.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other			-\$1,000				-\$1,000
Total Operating Impact	\$0	\$0	-\$1,000	\$0	\$0	\$0	-\$1,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery			\$18,000				\$18,000
Total Capital Cost	\$0	\$0	\$18,000	\$0	\$0	\$0	\$18,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$17,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$17,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay			\$18,000				\$18,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$18,000	\$0	\$0	\$0	\$18,000



City of Clinton Capital Project Form							
Project Title	New Police Department						
Department	Police	Division					
Budget Code(s)	10-5100-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	65		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$4,974,799	\$15,200			\$3,400,000			
Project Description							
Construct new police station to adequately accommodate current staff and operations and prepare for potential growth							
Project Justification							
The current police station is a former bank and, therefore, not appropriately designed to meet modern police operation needs. This has been noted in our CALEA recognition specifically regarding evidence and meetings standards. Our evidence currently has to be stored and monitored at another location. The station does not have a true sally-port. The roof has been patched multiple times, most recently to stop substantial leaking into the department IT-server room. The longer the project is delayed the more money we put into a building that does not meet our needs. The project would be financed for 20 years at an estimated rate of 4%. Operating expenses such as utilities, maintenance, cleaning, etc are expected to increase by about 66% as the new station will double current space but be more energy efficient.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance				\$10,000	\$10,000	\$10,000	\$30,000
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000	\$30,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services				\$313,204			\$313,204
Land / ROW / Easement							\$0
Construction				\$2,849,402			\$2,849,402
Equipment / Machinery				\$188,866			\$188,866
Total Capital Cost	\$0	\$0	\$0	\$3,351,472	\$0	\$0	\$3,351,472
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$3,361,472</i>	<i>\$10,000</i>	<i>\$10,000</i>	<i>\$3,381,472</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase				\$247,240	\$247,240	\$4,450,319	\$4,944,799
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$247,240	\$247,240	\$4,450,319	\$4,944,799



City of Clinton Capital Project Form							
Project Title	Police Vehicle Replacement Program						
Department	Police	Division	Police				
Budget Code(s)	10-5100-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	40		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$610,000		\$90,000	\$124,000	\$128,000	\$132,000	\$136,000	
Project Description							
Replace police vehicles (4) including marking and equipment on a five year rotation (three vehicles in FY13-14)							
Project Justification							
Police vehicles accumulate wear and breakdown through normal use. A replacement program allows the police department to rotate through several new vehicles each year, ensuring all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle (approximately \$30k) includes purchase, markings, and camera and equipment. Each year's cost represents a 3% increase for budget planning purposes. Resale of the vehicles is expected to earn \$1,500 to \$2,000 per vehicle.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other	-\$4,500	-\$6,000	-\$6,000	-\$6,000	-\$6,000		-\$28,500
Total Operating Impact	-\$4,500	-\$6,000	-\$6,000	-\$6,000	-\$6,000	\$0	-\$28,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$90,000	\$124,000	\$128,000	\$132,000	\$136,000		\$610,000
Total Capital Cost	\$90,000	\$124,000	\$128,000	\$132,000	\$136,000	\$0	\$610,000
<i>Operating + Capital</i>	<i>\$85,500</i>	<i>\$118,000</i>	<i>\$122,000</i>	<i>\$126,000</i>	<i>\$130,000</i>	<i>\$0</i>	<i>\$581,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay	\$90,000	\$124,000	\$128,000	\$132,000	\$136,000		\$610,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$90,000	\$124,000	\$128,000	\$132,000	\$136,000	\$0	\$610,000



City of Clinton Capital Project Form							
Project Title	Radar Speed Trailer						
Department	Police	Division					
Budget Code(s)	10-5100-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	20		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$13,000			\$13,000				
Project Description							
Replace existing radar speed trailer							
Project Justification							
The current radar trailer is 20 years old and at the end of its useful life. A replacement in FY14-15 will maintain our equipment rotation schedule and reduce maintenance and repair costs. No additional operating cost will be incurred.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$13,000					\$13,000
Total Capital Cost	\$0	\$13,000	\$0	\$0	\$0	\$0	\$13,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$13,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$13,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$13,000					\$13,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$13,000	\$0	\$0	\$0	\$0	\$13,000



City of Clinton Capital Project Form							
Project Title	Grounds Maintenance Equipment & Mower Replacement						
Department	Public Works & Utilities	Division	Cemetery & Grounds				
Budget Code(s)	10-6400-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A				
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$51,000		\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,500
Project Description							
Replacement of ground maintenance equipment and mowers on a five-year rotation							
Project Justification							
The purpose of the five-year rotation for mowers is to keep maintenance costs to a minimum, consistently having well-functioning mowers, and retain some resale value of mowers to offset the cost of the new mower. Resale of the mowers is expected to earn \$500 to \$1k.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other	-\$500	-\$500	-\$500	-\$500	-\$500	-\$500	-\$3,000
Total Operating Impact	-\$500	-\$500	-\$500	-\$500	-\$500	-\$500	-\$3,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,500	\$61,500
Total Capital Cost	\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,500	\$61,500
<i>Operating + Capital</i>	<i>\$9,500</i>	<i>\$9,500</i>	<i>\$9,500</i>	<i>\$10,000</i>	<i>\$10,000</i>	<i>\$10,000</i>	<i>\$58,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay	\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,500	\$61,500
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,500	\$61,500



City of Clinton Capital Project Form							
Project Title	Grounds Vehicle Replacement						
Department	Public Works & Utilities	Division	Cemetery & Grounds				
Budget Code(s)	10-6400-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$55,000			\$35,000			\$20,000	\$24,000
Project Description							
Replacement of high-mileage vehicles as part of regularly scheduled program. Cost includes vehicle, DMV fees, and striping/decals.							
Project Justification							
Standard vehicle replacement. Replacement for FY14-15 is a 17-year old F-250 flat bed. Resale is expected to earn \$2k. Replacement for FY17-18 will be the cargo van used for building maintenance and labor transport. It will be 19 years old at time of replacement. Resale is expected to earn \$2k. No additional operating costs are anticipated with the new vehicles.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other		-\$2,000			-\$2,000	-\$2,000	-\$6,000
Total Operating Impact	\$0	-\$2,000	\$0	\$0	-\$2,000	-\$2,000	-\$6,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$35,000			\$20,000	\$24,000	\$79,000
Total Capital Cost	\$0	\$35,000	\$0	\$0	\$20,000	\$24,000	\$79,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$33,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$18,000</i>	<i>\$22,000</i>	<i>\$73,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$35,000			\$20,000		\$55,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$35,000	\$0	\$0	\$20,000	\$0	\$55,000



City of Clinton Capital Project Form							
Project Title	Sanitation Truck Replacement						
Department	Public Works & Utilities	Division	Sanitation				
Budget Code(s)	10-5900-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	45		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$465,780				\$450,000			\$450,000
Project Description							
Replacement of sanitation collection vehicles (2) every three years. This program establishes a nine-year lifecycle for each vehicle.							
Project Justification							
Recent restructuring of service delivery and vehicle acquisitions have allowed the division to establish a three-year vehicle replacement rotation that will ensure properly operating vehicles, backup trucks, and a consistent annual budget appropriation to cover debt service payments. The schedule would replace two trucks at a time, each truck would rotate through on a nine-year schedule. The replacements for FY15-16 will be a front-load commercial garbage truck and a residential truck. At the time of replacement, these older trucks will be 15 and 16 years old respectively. The combined cost of \$450,000 will be financed for three years at an anticipated 2.5%. Newer, more efficient vehicles will not generate any additional operating costs. The resale of the trucks is expected to earn \$4k each.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other			-\$8,000				-\$8,000
Total Operating Impact	\$0	\$0	-\$8,000	\$0	\$0	\$0	-\$8,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery			\$450,000				\$450,000
Total Capital Cost	\$0	\$0	\$450,000	\$0	\$0	\$0	\$450,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$442,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$442,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase				\$155,851	\$155,851	\$155,851	\$467,553
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$155,851	\$155,851	\$155,851	\$467,553



City of Clinton Capital Project Form							
Project Title	Pedestrian Plan- NC 24 Sidewalks						
Department	Public Works & Utilities	Division	Streets				
Budget Code(s)	10-5600-7300						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input checked="" type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	72.5			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$65,000				\$65,000			
Project Description							
Construct sidewalks along NC 24 as agreed with NCDOT for matching funds. Sidewalks from Community College to NC 421 over-pass on both sides of highway.							
Project Justification							
NCDOT will provide matching funds for a total project exceeding \$265k. Project meets goals of Council for infrastructure and safety while providing benefits to citizens. The NC 24 sidewalks are identified as a top priority in the Clinton Pedestrian Plan.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction			\$65,000				\$65,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$65,000	\$0	\$0	\$0	\$65,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$65,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$65,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay			\$65,000				\$65,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$65,000	\$0	\$0	\$0	\$65,000



City of Clinton Capital Project Form							
Project Title	Street Equipment Replacement						
Department	Public Works & Utilities	Division	Street				
Budget Code(s)	10-5600-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$181,876			\$35,000	\$125,000	\$17,000		\$125,000
Project Description							
Replacement program for Street Division equipment							
Project Justification							
The \$35k in FY14-15 represents a 55 HP utility tractor for box blade, bush hog, and ground maintenance work. The tractor will serve multiple departments and replace a 21-year old tractor. A wheel loader is included in FY15-16. The loader would replace a 1999 model and be financed for three years at 2.5%. Resale is expected to gain \$4k. Seventeen thousand in FY16-17 is for a leaf vacuum machine to assist our vacuum truck during heavy leaf season. It will replace a 2004 model and resale for an estimated \$500.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other		-\$1,000	-\$4,000	-\$500			-\$5,500
Total Operating Impact	\$0	-\$1,000	-\$4,000	-\$500	\$0	\$0	-\$5,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$35,000	\$125,000	\$17,000		\$125,000	\$302,000
Total Capital Cost	\$0	\$35,000	\$125,000	\$17,000	\$0	\$125,000	\$302,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$34,000</i>	<i>\$121,000</i>	<i>\$16,500</i>	<i>\$0</i>	<i>\$125,000</i>	<i>\$296,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$35,000		\$17,000			\$52,000
Installment Purchase				\$43,292	\$43,292	\$43,292	\$129,876
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$35,000	\$0	\$60,292	\$43,292	\$43,292	\$181,876



City of Clinton Capital Project Form							
Project Title	Street Resurfacing						
Department	Public Works & Utilities	Division	Streets				
Budget Code(s)	10-5600-7000						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	95			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$1,000,000		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Project Description							
Street paving based on paving schedule and need							
Project Justification							
The city is currently using slurry resurfacing on a seven-year schedule. The city is able to resurface 7 miles per year with funding from the Powell Bill. The city hopes to return to repaving schedule instead of only resurfacing once the economy recovers.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
Equipment / Machinery							\$0
Total Capital Cost	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
<i>Operating + Capital</i>	<i>\$200,000</i>	<i>\$200,000</i>	<i>\$200,000</i>	<i>\$200,000</i>	<i>\$200,000</i>	<i>\$200,000</i>	<i>\$1,200,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Intergovernmental	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000



City of Clinton Capital Project Form							
Project Title	Street Vehicle Replacement						
Department	Public Works & Utilities	Division	Streets				
Budget Code(s)	10-5600-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$251,000		\$24,000	\$35,000	\$68,000	\$74,000	\$50,000	\$140,000
Project Description							
Rotation and replacement of Street Division vehicles							
Project Justification							
Street vehicles accumulate wear and breakdown through normal use that often includes hauling heavy loads. A replacement program allows for rotation of new vehicles each year, ensuring all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal to none as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle includes purchase, markings, and title. Vehicles are expected to earn from \$1k to \$2,500 depending on the vehicle being replaced. Year 1 is a 1-ton truck, Year 2 is a 2-ton truck, Year 3 is a crew cab and 2-ton truck, Year 4 is a flat bed 2-ton truck and a basic pickup, and Year 5 is a 2-ton dumb body truck.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other	-\$1,000	-\$2,000	-\$3,500	-\$3,000	-\$2,000		-\$11,500
Total Operating Impact	-\$1,000	-\$2,000	-\$3,500	-\$3,000	-\$2,000	\$0	-\$11,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$24,000	\$35,000	\$68,000	\$74,000	\$50,000	\$140,000	\$391,000
Total Capital Cost	\$24,000	\$35,000	\$68,000	\$74,000	\$50,000	\$140,000	\$391,000
<i>Operating + Capital</i>	<i>\$23,000</i>	<i>\$33,000</i>	<i>\$64,500</i>	<i>\$71,000</i>	<i>\$48,000</i>	<i>\$140,000</i>	<i>\$379,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay	\$24,000	\$35,000	\$68,000	\$74,000	\$50,000	\$140,000	\$391,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$24,000	\$35,000	\$68,000	\$74,000	\$50,000	\$140,000	\$391,000



City of Clinton Capital Project Form							
Project Title	NC 24 North Parallel Road						
Department	Public Works and Utilities	Division	Street				
Budget Code(s)	10-5600-0400, 10-5600-7300						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs	Score		
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A		27.5
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$50,000					\$25,000	\$25,000	\$500,000
Project Description							
Planning and construction of a new parallel road on the North side of NC 24.							
Project Justification							
This road would provide an alternate East/West route for the citizens on the western side of the city. The route would also allow for the development of property that is currently landlocked because of commercial development on NC 24. the initial \$50k presented in the CIP is for planning and engineering services. This is a joint project with the NC 24 parallel utility lines.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services				\$25,000	\$25,000	\$25,000	\$75,000
Land / ROW / Easement						\$25,000	\$25,000
Construction						\$450,000	\$450,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$0	\$25,000	\$25,000	\$500,000	\$550,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$25,000</i>	<i>\$25,000</i>	<i>\$500,000</i>	<i>\$550,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay				\$25,000	\$25,000		\$50,000
Installment Purchase						\$500,000	\$500,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$25,000	\$25,000	\$500,000	\$550,000



City of Clinton Capital Project Form							
Project Title	NC 24 Parallel Road North Waterline						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	30-8100-0400, 30-8100-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	27.5		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$500,000						\$50,000	\$500,000
Project Description							
Installation of water infrastructure along new NC 24 Parallel Road North . Lines would be constructed between Edwards Drive and Pierce Street							
Project Justification							
The construction of this waterline would provide the basic water infrastructure that would be needed for the development of property in this area. Sewer infrastructure is currently available, but water infrastructure is limited to NC 24. This is a joint project with the NC 24 parallel road.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services					\$50,000		\$50,000
Land / ROW / Easement						\$50,000	\$50,000
Construction						\$450,000	\$450,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$0	\$0	\$50,000	\$500,000	\$550,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$50,000</i>	<i>\$500,000</i>	<i>\$550,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay					\$50,000		\$50,000
Installment Purchase						\$500,000	\$500,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$50,000	\$500,000	\$550,000



City of Clinton Capital Project Form							
Project Title	NC 24 Expansion Utilities Relocation						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	30-6600-9500						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	80			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$1,350,000				\$1,350,000			
Project Description							
The water and sewer utilities in the existing ROW of NC 24 will have to be relocated outside the proposed ROW at the expense of the city							
Project Justification							
NCDOT requires cities less than 10,000 population to pay costs of relocation of utilities from NCDOT road widening projects. The city expects to pay for a third of the project from reserves and finance the remaining \$900k for 10 years at 3.5%.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction			\$1,350,000				\$1,350,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$1,350,000	\$0	\$0	\$0	\$1,350,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,350,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,350,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay			\$450,000				\$450,000
Installment Purchasing				\$106,797	\$106,797	\$854,374	\$1,067,967
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$450,000	\$106,797	\$106,797	\$854,374	\$1,517,967



City of Clinton Capital Project Form							
Project Title	NC 24 Industrial Park Utilities						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	44-8200-XXXX						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input checked="" type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	75			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$2,727,776		\$50,000	\$2,400,000				
Project Description							
Construction of water and sewer lines for the NC 24 industrial park to support potential industry							
Project Justification							
The industrial area along NC Hwy 24 has recently become the focus of several economic development projects. The most promising project represents 65 well paying jobs and a taxable property value of \$90 million. The city will construct this infrastructure to support this industry and other potential industry to the area. The company anticipates breaking ground in early 2015, at which time the city will look to begin construction as well. The city has already secured \$650k in grant funding from the NC Rural Center to help fund the project. The remainder will be financed for 10 years at 3%. FY13-14 includes \$50k for engineering and design. All additional costs will be more than offset by the projected water and sewer charges to the industry.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies			\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
Repair & Maintenance			\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
Other			-\$50,000	-\$50,000	-\$50,000	-\$50,000	-\$200,000
Total Operating Impact	\$0	\$0	-\$20,000	-\$20,000	-\$20,000	-\$20,000	-\$80,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services	\$50,000	\$100,000					\$150,000
Land / ROW / Easement		\$25,000					\$25,000
Construction		\$2,275,000					\$2,275,000
Equipment / Machinery							\$0
Total Capital Cost	\$50,000	\$2,400,000	\$0	\$0	\$0	\$0	\$2,450,000
<i>Operating + Capital</i>	<i>\$50,000</i>	<i>\$2,400,000</i>	<i>-\$20,000</i>	<i>-\$20,000</i>	<i>-\$20,000</i>	<i>-\$20,000</i>	<i>\$2,370,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase			\$202,778	\$202,778	\$202,778	\$1,419,443	\$2,027,776
WS Capital Outlay	\$50,000						\$50,000
Grant Funding		\$650,000					\$650,000
							\$0
							\$0
Total Project Financing	\$50,000	\$650,000	\$202,778	\$202,778	\$202,778	\$1,419,443	\$2,727,776



City of Clinton Capital Project Form							
Project Title	Materials Shelter						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	30-6600-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		<input type="checkbox"/> N/A	
							30
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$200,000			\$200,000				
Project Description							
Demolition of Caison Building and construction of shelter and bays for dry and safe materials storage							
Project Justification							
After studying possibilities for the old Caison Building, it has been determined that it would be less expensive to demolish the structure and build a new facility to meet the city's needs. The city does not need a structure as complex or as large as the Caison Building, which also has other hazards that would need to be mitigated. The city can build a simple, open shelter with a few bays with doors to meet its needs for storage of asphalt, stone, dirt, fill materials, etc.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction		\$200,000					\$200,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$200,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$200,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay		\$200,000					\$200,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000



City of Clinton Capital Project Form							
Project Title	Utility Line Equipment Replacement						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	30-8100-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$157,634						\$150,000	
Project Description							
Rotation and replacement of Utility Lines equipment							
Project Justification							
The primary equipment used by the utility lines crews are backhoes and excavators. FY17-18 includes the replacement of a backhoe. At the time of replacement, the older backhoe will be transferred to the Streets Division, which uses backhoes but not as extensively as the lines crews. Financing would be for 3 years at 3.25%.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery					\$150,000		\$150,000
Total Capital Cost	\$0	\$0	\$0	\$0	\$150,000	\$0	\$150,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$150,000</i>	<i>\$0</i>	
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase						\$157,634	\$157,634
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$0	\$157,634	\$157,634



City of Clinton Capital Project Form							
Project Title	Utility Line Vehicle Replacement						
Department	Public Works and Utilities	Division	Utility Line Maintenance				
Budget Code(s)	30-8100-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$164,500		\$26,500	\$45,000	\$45,000	\$24,000	\$24,000	\$24,000
Project Description							
Rotation and replacement of Utility Lines vehicles							
Project Justification							
Utilities vehicles accumulate wear and breakdown through normal use that often includes hauling heavy loads. A replacement program allows for rotation of new vehicles each year, ensuring all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal to none as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle includes purchase, markings, and title. Vehicles are expected to earn from \$1k to \$2,500 depending on the vehicle being replaced. Year 1 is a vehicle for the director to replace a 12 year old Explorer, Year 2 is a 2-ton truck and a pickup, Year 3 is a flat bed 2-ton truck, Year 4 is a basic pickup, and Year 5 is a crew cab truck.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other		-\$3,000	-\$2,500	-\$1,000	-\$1,500		-\$8,000
Total Operating Impact	\$0	-\$3,000	-\$2,500	-\$1,000	-\$1,500	\$0	-\$8,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$26,500	\$45,000	\$45,000	\$24,000	\$24,000	\$24,000	\$188,500
Total Capital Cost	\$26,500	\$45,000	\$45,000	\$24,000	\$24,000	\$24,000	\$188,500
<i>Operating + Capital</i>	<i>\$26,500</i>	<i>\$42,000</i>	<i>\$42,500</i>	<i>\$23,000</i>	<i>\$22,500</i>	<i>\$24,000</i>	<i>\$180,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay	\$26,500	\$45,000	\$45,000	\$24,000	\$24,000	\$24,000	\$188,500
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$26,500	\$45,000	\$45,000	\$24,000	\$24,000	\$24,000	\$188,500



City of Clinton Capital Project Form							
Project Title	Eliza Lane CDBG						
Department	Public Works and Utilities	Division	Utility Line Maint./Streets				
Budget Code(s)	10-6600-9000,30-6600-9500, 49-4170-XXXX						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input checked="" type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	105			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$400,000	\$390,550	\$400,000					
Project Description							
Expand water, sewer, and paved streets within the Eliza lane, Abron Street, and Jerome Street neighborhood							
Project Justification							
This area is located immediately adjacent to the city limits. The neighborhood consists of 22 residents without city water or sewer services. All roads are dirt with extremely bad conditions. A CDBG grant of \$572,765 has been awarded requiring a city match of \$217,785, which was allocated in FY11-12 and FY12-13.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services	\$50,000						\$50,000
Land / ROW / Easement							\$0
Construction	\$350,000						\$350,000
Equipment / Machinery							\$0
Total Capital Cost	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000
<i>Operating + Capital</i>	<i>\$400,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$400,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
CDBG Grant	\$400,000						\$400,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000



City of Clinton Capital Project Form							
Project Title	PW Facilities Renovation						
Department	Public Works and Utilities	Division	Non-departmental				
Budget Code(s)	30-6600-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	20			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$500,000		\$500,000					
Project Description							
Expansion of break room and restroom facilities and re-design of office space in existing offices to accommodate 5 offices and receiving area							
Project Justification							
The current break room at the public works facility is not big enough for everyone in the department to gather for lunch, meetings, or training. There is no kitchen area and employees have to wash their utensils in the restroom. There is no reception area or adequate office for the cemetery sales. Additionally, the city expects to potentially add an engineer position in the next two years with the expansion of the water production plant and other utilities projects. The city received special legislation in May 2013 to use design build for this project. Retained earnings will be used to pay for the project. Increased area will result in increased energy costs and routine maintenance.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
Other							\$0
Total Operating Impact	\$0	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction	\$500,000						\$500,000
Equipment / Machinery							\$0
Total Capital Cost	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
Operating + Capital	\$500,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$510,000
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay	\$500,000						\$500,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000



City of Clinton Capital Project Form							
Project Title	Smithfield Elevated Tank						
Department	Public Works & Utilities	Division	Water Production				
Budget Code(s)	44-8100-0400, 44-8100-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input checked="" type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	87.5			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$1,946,385	\$70,000	\$1,700,000					
Project Description							
Construction of elevated water tower to serve southeastern side of city and Smithfield packing facility							
Project Justification							
Smithfield Foods has increased their production at the Clinton plant but is not permitted to construct any new wells. The city has agreed to construct the tower in conjunction with the water plant expansion project to serve the southeast side of town and provide water for Smithfield Foods. Smithfield will purchase enough water annually to cover the debt service. The city will finance the project over ten years at 2.75%.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services	\$164,000						\$164,000
Land / ROW / Easement							\$0
Construction	\$1,536,000						\$1,536,000
Equipment / Machinery							\$0
Total Capital Cost	\$1,700,000	\$0	\$0	\$0	\$0	\$0	\$1,700,000
<i>Operating + Capital</i>	<i>\$1,700,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,700,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase		\$194,639	\$194,639	\$194,639	\$194,639	\$1,167,831	\$1,946,385
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$194,639	\$194,639	\$194,639	\$194,639	\$1,167,831	\$1,946,385



City of Clinton Capital Project Form							
Project Title	Water Plant & Well Field Expansion						
Department	Public Works & Utilities	Division	Water Production				
Budget Code(s)	44-7140-0400, 44-7140-7400, 44-7140-7405						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input checked="" type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	85			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$9,578,884	\$231,180	\$2,418,000	\$2,418,000				
Project Description							
Installation of six new wells and doubling size of water production plant, loop water system and replace US701 tank							
Project Justification							
The city has almost reached its current water production capacity if the MOA for 1 mgd with Smithfield is included. Increasing the city's water capacity will provide room for economic growth as well as improve the system by looping the main line. USDA loan money is available. The project also includes a new water tank (Smithfield Tank project). The timing of the project coincides with the city's amortization of its bonds and nearly \$300k in annual debt service and other final debt service payments. The addition will require increased operating cost and ultimately three new employees. New revenues will help offset most of those costs. The plant addition will be finance through USDA for 40 years at 2.75%.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits	\$40,000	\$108,000	\$159,000	\$164,000	\$169,000	\$174,000	\$814,000
Materials & Supplies		\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$900,000
Repair & Maintenance		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Other		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Total Operating Impact	\$40,000	\$348,000	\$399,000	\$404,000	\$409,000	\$414,000	\$2,014,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services	\$221,000	\$221,000					\$442,000
Land / ROW / Easement	\$60,000						\$60,000
Construction	\$2,080,000	\$1,843,000					\$3,923,000
Equipment / Machinery		\$16,000					\$16,000
Total Capital Cost	\$2,361,000	\$2,080,000	\$0	\$0	\$0	\$0	\$4,441,000
<i>Operating + Capital</i>	<i>\$2,401,000</i>	<i>\$2,428,000</i>	<i>\$399,000</i>	<i>\$404,000</i>	<i>\$409,000</i>	<i>\$414,000</i>	<i>\$6,455,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase		\$199,472	\$199,472	\$199,472	\$199,472	\$7,180,996	\$7,978,884
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$199,472	\$199,472	\$199,472	\$199,472	\$7,180,996	\$7,978,884



City of Clinton Capital Project Form							
Project Title	Water Production Vehicle Replacement						
Department	Public Works & Utilities	Division	Water Production				
Budget Code(s)	30-8300-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10		
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$48,000					\$24,000	\$24,000	
Project Description							
Rotation and replacement of water production plant vehicles							
Project Justification							
There are only two vehicles at the water plant but a replacement schedule is necessary to ensure all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal to none as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle includes purchase, markings, and title. Vehicles are expected to earn \$1k from resale. Only basic pick up trucks are needed.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other				-\$1,000	-\$1,000		-\$2,000
Total Operating Impact	\$0	\$0	\$0	-\$1,000	-\$1,000	\$0	-\$2,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery				\$24,000	\$24,000		\$48,000
Total Capital Cost	\$0	\$0	\$0	\$24,000	\$24,000	\$0	\$48,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$23,000</i>	<i>\$23,000</i>	<i>\$0</i>	<i>\$46,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay				\$24,000	\$24,000		\$48,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$24,000	\$24,000	\$0	\$48,000



City of Clinton Capital Project Form							
Project Title	DO and PH Probes with Remote Terminal Units						
Department	Public Works and Utilities	Division	WWTP				
Budget Code(s)	30-8200-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input checked="" type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	20			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$90,000		\$90,000					
Project Description							
Installation of automated DO and PH probes at the JAB							
Project Justification							
Project will automatically adjust chemical feeds while eliminating manual sampling every 4 hours during operations. Project will significantly increase safety reducing the need for manual sampling at the JAB. Project will include replacement of aged remote terminal units at lime tower.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery	\$90,000						\$90,000
Total Capital Cost	\$90,000	\$0	\$0	\$0	\$0	\$0	\$90,000
<i>Operating + Capital</i>	<i>\$90,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$90,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay	\$90,000						\$90,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$90,000	\$0	\$0	\$0	\$0	\$0	\$90,000



City of Clinton Capital Project Form							
Project Title	Wastewater Vehicle Replacement						
Department	Public Works and Utilities	Division	WWTP				
Budget Code(s)	30-8200-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure		<input type="checkbox"/> Jobs		Score	
	<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability		<input type="checkbox"/> Quality of Life		<input checked="" type="checkbox"/> N/A	
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$48,000				\$24,000	\$24,000		
Project Description							
Rotation and replacement of wastewater treatment plant vehicles							
Project Justification							
There are only a few vehicles at the wastewater plant but a replacement schedule is necessary to ensure all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal to none as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle includes purchase, markings, and title. Vehicles are expected to earn \$1k from resale. Only basic pick up trucks are needed.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other			-\$1,000	-\$1,000			-\$2,000
Total Operating Impact	\$0	\$0	-\$1,000	-\$1,000	\$0	\$0	-\$2,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery			\$24,000	\$24,000			\$48,000
Total Capital Cost	\$0	\$0	\$24,000	\$24,000	\$0	\$0	\$48,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$23,000</i>	<i>\$23,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$46,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
WS Capital Outlay			\$24,000	\$24,000			\$48,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$24,000	\$24,000	\$0	\$0	\$48,000



City of Clinton Capital Project Form							
Project Title	Bellamy Center Addition						
Department	Recreation & Parks	Division					
Budget Code(s)	10-6200-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input checked="" type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	42.5			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$2,500,000	\$15,000						\$2,500,000
Project Description							
Enlarge program areas to meet demands and to expand program offerings, add second gym							
Project Justification							
We currently have to use space at Sunset School to meet all our space needs for volleyball and basketball. With growing numbers of participants of all ages, we want to be able to meet the needs of all age groups in the future. Utility costs are expected to rise with the increased square footage. Preliminary design has already been completed. With the delay of the resource center, staff may look to redesign the Bellamy Addition to add office space. This would consolidate facilities and reduce long-term costs.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies						\$1,000	\$1,000
Repair & Maintenance						\$10,000	\$10,000
Other						\$12,000	\$12,000
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$23,000	\$23,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services						\$75,000	\$75,000
Land / ROW / Easement							\$0
Construction						\$2,425,000	\$2,425,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$2,500,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,523,000</i>	<i>\$2,523,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Installment Purchase						\$2,500,000	\$2,500,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$2,500,000



City of Clinton Capital Project Form							
Project Title	Pedestrian Plan Greenways						
Department	Recreation & Parks	Division					
Budget Code(s)	10-6200-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input checked="" type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	52.5			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$87,500						\$175,000	\$175,000
Project Description							
Implementation and construction of the Clinton Pedestrian Plan							
Project Justification							
The city completed its comprehensive pedestrian plan in FY11-12. The first component is sidewalks as part of the NC 24 expansion in FY15-16 (see Street Division CIP). The Recreation Department will be working on the greenway and trail components of the plan and hopes to receive PARTF money to help offset costs. The highest priority greenways comprise the spine of the proposed systems and connect residential areas and schools. Safe Routes to Schools funding may be available for the school connections.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other							\$0
Total Operating Impact	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services					\$15,000	\$15,000	\$30,000
Land / ROW / Easement					\$10,000		\$10,000
Construction					\$150,000	\$160,000	\$310,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$0	\$0	\$0	\$175,000	\$175,000	\$350,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$175,000</i>	<i>\$175,000</i>	<i>\$350,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay					\$87,500	\$87,500	\$175,000
Grant					\$87,500	\$87,500	\$175,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$0	\$0	\$175,000	\$175,000	\$90,000



City of Clinton Capital Project Form							
Project Title	Recreation Equipment Replacement						
Department	Recreation & Parks	Division					
Budget Code(s)	10-6200-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	20			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$30,000			\$10,000	\$10,000		\$10,000	
Project Description							
Replacement of recreation equipment							
Project Justification							
Recreation equipment includes mowers, fields rakes, gators, tractors, and trailers. Mowers are scheduled to be replaced every three years. There are two mowers in the rotation meaning each lasts 6 years. FY14-15 and FY17-18 represent zero-turn mowers. FY15-16 is a gator or cub cadet for recreation staff to transport equipment through the park without having to drive a truck on the turf or fields. All equipment is in a replacement rotation and should not add operating costs. Small items may get \$500 from resale while tractors are estimated to earn \$1k.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other		-\$500	-\$500		-\$500		-\$1,500
Total Operating Impact	\$0	-\$500	-\$500	\$0	-\$500	\$0	-\$1,500
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery		\$10,000	\$10,000		\$10,000		\$30,000
Total Capital Cost	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	\$30,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$9,500</i>	<i>\$9,500</i>	<i>\$0</i>	<i>\$9,500</i>	<i>\$0</i>	<i>\$28,500</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$10,000	\$10,000	\$10,000			\$30,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$10,000	\$10,000	\$10,000	\$0	\$0	\$30,000



City of Clinton Capital Project Form							
Project Title	Recreation Vehicle Replacement						
Department	Recreation & Parks	Division					
Budget Code(s)	10-6200-7400						
Focus Areas Addressed	<input type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input type="checkbox"/> Quality of Life	<input checked="" type="checkbox"/> N/A	10			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$61,000				\$18,000	\$18,000	\$25,000	
Project Description							
Rotation and replacement of recreation vehicles							
Project Justification							
Vehicles at recreation include the director/department car, three maintenance trucks, and athletic staff truck. A replacement schedule is necessary to ensure all vehicles are functional and capable of performing properly. New operating cost are expected to be minimal to none as newer vehicles will require less maintenance and be more fuel efficient. The cost for each vehicle includes purchase, markings, and title. Vehicles are expected to earn \$1k from resale. FY15-16 to FY17-18 are pickup trucks, two small and one crew cab.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance							\$0
Other			-\$1,000	-\$1,000	-\$1,000		-\$3,000
Total Operating Impact	\$0	\$0	-\$1,000	-\$1,000	-\$1,000	\$0	-\$3,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services							\$0
Land / ROW / Easement							\$0
Construction							\$0
Equipment / Machinery			\$18,000	\$18,000	\$25,000		\$61,000
Total Capital Cost	\$0	\$0	\$18,000	\$18,000	\$25,000	\$0	\$61,000
Operating + Capital	\$0	\$0	\$17,000	\$17,000	\$24,000	\$0	\$58,000
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay			\$18,000	\$18,000	\$25,000		\$61,000
							\$0
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$0	\$18,000	\$18,000	\$25,000	\$0	\$61,000



City of Clinton Capital Project Form							
Project Title	Royal Lane Park Renovations						
Department	Recreation & Parks	Division					
Budget Code(s)	10-6200-7300, 10-6200-7400						
Focus Areas Addressed	<input checked="" type="checkbox"/> Welcoming Neighborhoods	<input type="checkbox"/> Sound Infrastructure	<input type="checkbox"/> Jobs	Score			
<input type="checkbox"/> Housing Opportunity	<input type="checkbox"/> Financial Sustainability	<input checked="" type="checkbox"/> Quality of Life	<input type="checkbox"/> N/A	77.5			
Total Funds Requested (including interest)	Approp. to Date	Year 1 FY13-14	Year 2 FY14-15	Year 3 FY15-16	Year 4 FY16-17	Year 5 FY17-18	Future Years 2018+
\$1,000,000	\$20,000		\$333,000	\$333,000	\$334,000		
Project Description							
Renovations and realignment of amenities and facilities at Royal Lane Park							
Project Justification							
Royal Lane Park is 79 acres of sports fields, facilities, and other amenities. While the Bellamy Center and Gym are 22 years old, everything else is 35 years of age or older. The layout of the park is inefficient for use and upkeep. The city finalized a master plan for the park in FY12-13 and hopes to receive PARTF money to help offset project costs. The total renovations would include realignment of fields; renovation of tennis courts; additional basketball courts, soccer/football fields, and trails; and consolidation of playgrounds and picnic areas. PARTF funding would cover half the cost, otherwise the city may consider financing the entire project or offering a bond referendum.							
Impact on Operating Budget							
Expenditure	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Salaries & Benefits							\$0
Materials & Supplies							\$0
Repair & Maintenance			\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Other							\$0
Total Operating Impact	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Project Costs							
Activity	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
Professional Services		\$20,000					\$20,000
Land / ROW / Easement							\$0
Construction		\$313,000	\$333,000	\$334,000			\$980,000
Equipment / Machinery							\$0
Total Capital Cost	\$0	\$333,000	\$333,000	\$334,000	\$0	\$0	\$1,000,000
<i>Operating + Capital</i>	<i>\$0</i>	<i>\$333,000</i>	<i>\$338,000</i>	<i>\$339,000</i>	<i>\$5,000</i>	<i>\$5,000</i>	<i>\$1,020,000</i>
Financing Method(s)							
Funding Source(s)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	Future Yrs	Total
GF Capital Outlay		\$167,000	\$166,000	\$167,000			\$500,000
Grant		\$166,000	\$167,000	\$167,000			\$500,000
							\$0
							\$0
							\$0
Total Project Financing	\$0	\$333,000	\$333,000	\$334,000	\$0	\$0	\$1,000,000



Financial Impact Analysis

A key element of the CIP is the financial impact analysis that discusses the effects of capital spending on the city's operation costs, debt capacity, and other important debt ratios. It is important to understand how capital spending affects these indicators because the Local Government Commission (LGC) and bond rating agencies use them to evaluate the city's financial condition and to issue ratings. Clinton currently has a credit rating of A+ with Standard & Poor's Corporation, an A3 with Moody's Investors Service Inc., and an 82 from the North Carolina Municipal Council. These ratings represent strong financial standing and are among the highest for municipalities of similar size.

Projections and Estimates

Proper financial planning requires projections and estimates for expenditures, revenues, and other financial indicators. Expenditure and revenue estimates require forecasts for changes in population, assessed property value, and other factors such as changes in the economy. These analyses use an inflation factor of 2.5 percent for growth in expenditures and recurring project costs. As the economy improves, this percentage may increase to reflect a more conservative estimate. Estimated growth in assessed property value is based on a .74 percent annual increase. For projects subject to financing in FY13-14, interest rates between two and three percent are accurate for estimates the City has already received. For future years, a quarter to a half percent has been added to the interest rate per year beginning in FY14-15. That rate may vary depending on the size of the project and length of term. Financing in this CIP is primarily installment financing with the city considering general obligation and revenue bonds for a few large projects.

Debt Ratios

The large costs associated with capital projects often require financing, which results in debt obligation for the City. The LGC and bond rating agencies assess the City's ability to incur and repay debt through various debt capacity ratios and indicators. The City uses peer cities designated by the LGC to compare debt ratios for benchmarks to assess debt capacity and ability to pay debt service. The LGC group that includes Clinton is the municipalities with populations of 5,000 to 10,000 people. When assessing the City's debt burden and capacity based on LGC debt ratio ranges, it is important to keep in mind that Clinton is at the upper level of the population group. Many municipalities at the low end of the population group may not implement large capital projects or do not issue debt. The ratios from these municipalities skew the average toward a lower value. Additionally, some debt such as financing a garbage truck does not require LGC approval and is not included in the LGC debt information. This also skews the numbers toward lower values. To be as accurate as possible, City staff has included *all* debt to calculate debt ratios for Clinton.

For net debt per capita and net debt per assessed valuation, the LGC indicates low, average, and high values based on the population group. The City's goal is to remain close to the average for each debt ratio. The impact summary table indicates the LGC values as well as the City's expected value resulting from CIP expenditures. LGC values are subject to change annually as municipalities adjust spending, address debt, and revise budgets.



Net debt per capita is widely used as a comparison between jurisdictions when assessing debt burden, however, it does not indicate debt capacity. This ratio divides the City's net debt by its permanent population. For FY13-14, Clinton's net debt per capita will be \$295, which is above the population group average of \$195. This value, however, is well below the population group high value of \$2,129.

Net debt per assessed valuation relates debt to the City's primary source of revenue. This is a measure of debt capacity as well as debt burden. This ratio divides the City's net debt by its total assessed value. Net debt per assessed valuation is an important indicator because it takes into account the City's largest revenue source and greatest means for repaying debt. Clinton's expected debt-to-assessed valuation ratio for FY13-14 is .371 percent, which will place the city between the average and the high mark for the population group. The city's current slow growth rate contributes to this value, which is subject to change as planned industrial and commercial development actually occurs. Larger projects in the CIP will require more installment or lease purchase financing and will increase the City's ratio to a high of .871 percent by FY15-16. This is still below the legal limit set forth by N.C. G.S. 159-55, which limits net debt to eight (8) percent or less of a local government's total property valuation. Clinton's legal margin, based on the July 1, 2012 audited valuation is \$55,770,713.

Debt service as a percentage of total expenditures measures annual debt service payments of non-self-supporting projects as a portion of the City's general fund expenditures. Debt service payments can become a large portion of a city's budget and should be monitored to ensure acceptable levels. Too much debt service may indicate excessive debt and fiscal strain. Bond rating agencies consider a net debt service percentage between 15 and 20 percent to be high. A ratio below five (5) percent indicates capacity for significant new debt. The city will strive to maintain a net debt service ratio close to 10 percent or lower. For FY13-14, the debt service ratio is 5.63 percent and reaches a high of 8.95 percent in FY16-17. Without significant changes to the CIP, the debt service ratio will remain below 10 percent for the length of the current CIP. Keeping this ratio below 10 percent provides the City with opportunities to finance more projects and potentially decrease its annual operating budget by reducing large one-time payments into smaller annual debt service payments.

Pay-as-go financing can help keep key debt ratios in acceptable range by eliminating new debt obligations and annual debt service payments. The proposed CIP indicates differences from year to year in pay-as-go financing over the five-year period. This is due to the significant costs associated with some larger projects such as a new police department. If debt ratios begin to approach unacceptable ranges, delaying projects or using pay-as-go financing should be considered to keep the City in good financial standing and reduce fiscal strain.

Other factors bond rating agencies consider when assessing a city's financial condition may include the community's wealth, tax base, sources of revenues, and the overall economy. Without a change in the growth rate of assessed value or an improvement in the economy to boost revenues, the city may have to consider delaying some larger projects occurring in later years, most notably the proposed police station and fire station, to ensure its debt ratios remain acceptable.



Summary of CIP Impact on General Fund Debt Ratios and Fiscal Indicators

Debt Obligations	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
GO Bond Debt	\$0	\$0	\$0	\$0	\$0	\$0
Installment Purchase & Lease Debt	\$1,723,037	\$2,595,770	\$2,342,464	\$7,451,075	\$7,065,980	\$6,813,951
Total Net Debt Obligations	\$1,723,037	\$2,595,770	\$2,342,464	\$7,451,075	\$7,065,980	\$6,813,951
Debt Service						
GO Bond Principal	\$0	\$0	\$0	\$0	\$0	\$0
GO Bond Interest	\$0	\$0	\$0	\$0	\$0	\$0
Total GO Bond Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
IP & Lease Principal	\$295,608	\$383,306	\$391,389	\$385,095	\$602,029	\$617,949
IP & Lease Interest	\$101,231	\$112,785	\$103,007	\$94,509	\$290,425	\$272,810
Total IP Debt Service	\$396,839	\$496,091	\$494,396	\$479,604	\$892,454	\$890,759
Total GF Debt Service	\$396,839	\$496,091	\$494,396	\$479,604	\$892,454	\$890,759

General Fund Fiscal Indicators (no additional debt)	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Fund Balance	\$3,604,693	\$3,967,941	\$4,238,869	\$4,819,564	\$5,461,195	\$6,017,062
Fund Balance Percentage	41.91%	47.90%	49.78%	55.41%	62.04%	66.44%
Capital Designated Fund Balance	\$336,066	\$820,401	\$1,002,822	\$1,514,357	\$2,116,290	\$2,575,384
Revenue per capita	\$997	\$1,001	\$1,017	\$1,073	\$1,092	\$1,111
% Property Tax Revenue	31.76%	31.91%	31.72%	34.10%	34.00%	33.91%
Net debt per capita (0 < 195 < 2,129)	\$200	\$301	\$256	\$211	\$171	\$147
Net debt per assessed valuation (0.005 < 0.164 < 0.552)	0.245%	0.365%	0.308%	0.223%	0.179%	0.151%
Net debt service to expenditures (<10%)	4.61%	5.99%	5.81%	5.00%	3.30%	3.19%

General Fund Debt Ratios & Fiscal Indicators	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Fund Balance	\$3,604,693	\$3,474,693	\$2,983,644	\$2,979,884	\$2,514,744	\$2,057,258
Fund Balance Percentage	41.91%	39.40%	32.47%	31.82%	25.22%	20.34%
Impact on Capital Designated Funds	\$336,066	\$0	\$0	\$0	\$0	\$0
Impact on Operating Budget	\$0	(\$5,500)	(\$33,500)	(\$17,500)	(\$1,000)	(\$8,000)
Revenue per capita	\$984	\$988	\$984	\$1,054	\$1,065	\$1,076
% Property Tax Revenue	31.68%	31.28%	31.80%	35.46%	35.27%	35.07%
Net debt per capita (0 < 195 < 2,129)	\$197	\$295	\$265	\$839	\$791	\$759
Net debt per assessed valuation (0.005 < 0.164 < 0.552)	0.245%	0.371%	0.329%	0.871%	0.818%	0.781%
Net debt service to expenditures (<10%)	4.61%	5.63%	5.38%	5.12%	8.95%	8.81%
PAYGO percent	0.00%	100.00%	86.60%	13.39%	100.00%	66.71%



Summary of CIP Impact on Water & Sewer Fiscal Indicators

Debt Obligations	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
GO Bond Debt	\$50,000	\$0	\$0	\$0	\$0	\$0
Installment Purchase & Lease Debt	\$4,022,608	\$3,337,595	\$4,396,281	\$4,598,427	\$4,334,606	\$4,220,784
Total Net Debt Obligations	\$4,072,608	\$3,337,595	\$4,396,281	\$4,598,427	\$4,334,606	\$4,220,784
Debt Service						
GO Bond Principal	\$50,000	\$0	\$0	\$0	\$0	\$0
GO Bond Interest	\$3,000	\$0	\$0	\$0	\$0	\$0
Total GO Bond Debt Service	\$53,000	\$0	\$0	\$0	\$0	\$0
IP & Lease Principal	\$685,013	\$691,314	\$914,948	\$639,321	\$726,686	\$663,733
IP & Lease Interest	\$101,326	\$80,789	\$237,028	\$260,370	\$274,254	\$254,822
Total IP Debt Service	\$786,339	\$772,103	\$1,151,976	\$899,691	\$1,000,940	\$918,555
Total Debt Service	\$839,339	\$772,103	\$1,151,976	\$899,691	\$1,000,940	\$918,555

W&S Fund Fiscal Indicators (Current)	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Retained Earnings	\$3,339,917	\$2,651,404	\$2,482,413	\$4,182,146	\$6,417,774	\$8,845,708
Retained Earnings Percentage	70.46%	48.20%	48.43%	89.96%	149.14%	205.37%
Capital Designated Retained Earnings	\$969,842	\$0	\$0	\$1,857,773	\$4,266,120	\$6,692,124
Revenue per capita	\$549	\$557	\$574	\$734	\$756	\$778
Net debt per capita	\$472	\$386	\$387	\$388	\$389	\$390
Net debt service to expenditures (<15%)	17.71%	14.03%	14.78%	6.51%	6.91%	4.99%

W&S Fund Fiscal Indicators (Impact)	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Retained Earnings	\$3,339,917	\$2,989,917	\$3,135,227	\$4,102,197	\$5,023,771	\$5,595,325
Retained Earnings Percentage	70.46%	57.46%	65.09%	76.31%	89.71%	91.22%
Impact on Capital Designated Funds	\$0	(\$500,000)	(\$200,000)	(\$450,000)	\$0	\$0
Impact on W&S Fund Operating Budget	\$0	\$38,000	\$305,000	\$459,500	\$474,500	\$486,000
Revenue per capita	\$541	\$551	\$561	\$713	\$729	\$746
Net debt per capita	\$465	\$379	\$497	\$517	\$485	\$470
Net debt service to expenditures	17.71%	14.84%	23.92%	16.74%	17.87%	14.97%
PAYGO percent	0.00%	18.90%	17.68%	36.58%	100.00%	39.52%



Operating Budget Impact

Some capital projects have recurring costs that can affect the operating budget. It is important to consider these costs to ensure adequate funding for both the CIP and operating budgets.

General Fund. The CIP impact summary table indicates an operating impact of (\$5,500) for FY13-14. The negative indicates a positive impact for the operating budget. This is due to the expected revenue from the surplus of several pieces of equipment and vehicles that will not be replaced. Future years also indicate a positive impact on the operating budget. City staff expects the “right-sizing” of city equipment and vehicles to generate efficiencies upon resale of the used stock. The larger positive effects in FY14-15 and FY16-17 are due to consolidating a fire engine and pumper into one apparatus and reducing the sanitation fleet, respectively.

Water & Sewer Fund. The CIP impact summary table for the water and sewer fund indicates a negative impact on operating costs for all years of the CIP. This increase will eventually become the normal for the Water and Sewer Fund operating budget. The increase in FY13-14 reflects an additional water plant operator as the city prepares for plant expansion in FY14-15 and FY15-16. The city anticipates adding another position for water monitoring and testing in FY14-15. FY14-15 also includes some increases in operating costs as the plant begins to come online. The full effect of the water plant expansion will begin in FY15-16, at which time the city expects to add a final position for engineering and incur the full additional operating cost.

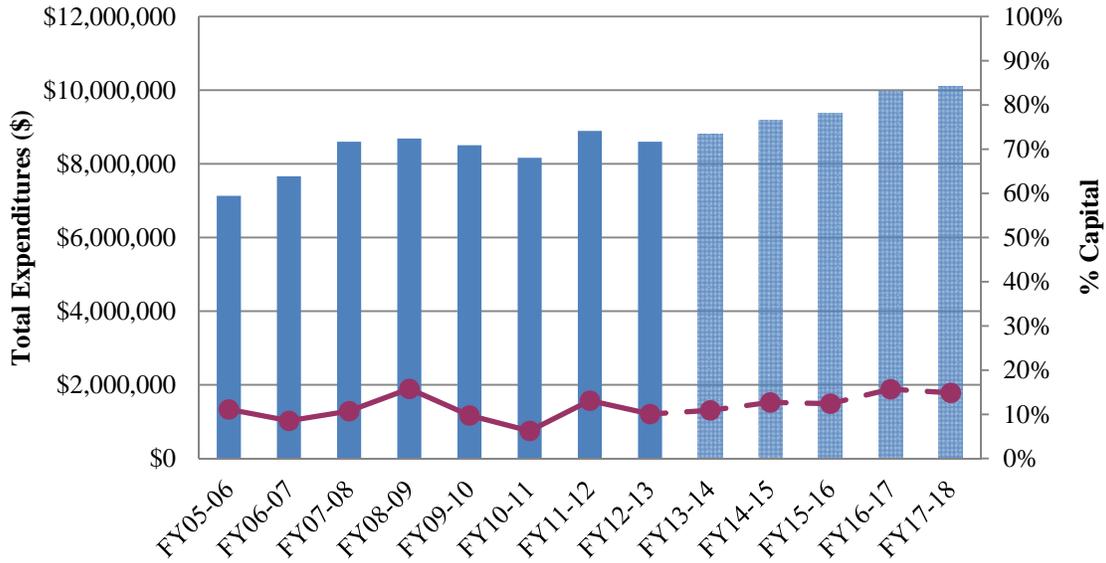
Tax Rate Analysis

A second part of assessing the CIP impact on the operating budget illustrates the effects in terms of the tax rate. The table and graphs below depict the potential tax rate needed to generate enough revenue to account for General Fund CIP project costs beyond the City’s typical capital and operating expenditures. This calculation is dependent on the City’s assessed value and the revenue generated by a penny. The formula does not take into account increases or decreases in revenues from other sources such as sales tax or service fees. In addition, it does not address changes in operational needs for the City unless addressed in the CIP. For this analysis, the City’s capital expenditures do not include grant funding except required local contributions.

Between FY05-06 and FY12-13, the city’s average capital expenditures represented 10.7 percent of total general fund expenditures. The percentage of capital expenditures peaked in FY08-09 at 15.8 percent. Capital projects in FY12-13 account for 10.1 percent of the General Fund budget. The proposed CIP is above the trend average at a 13.3 percent average over the next five years with FY16-17 being the highest at 15.7 percent. The increased average corresponds with the major projects such as a new police department as well as establishing replacement schedules for large items such as fire engines and garbage trucks. The capital expenditure percentage also rises as the city reduces operating costs and continues to pursue capital items.

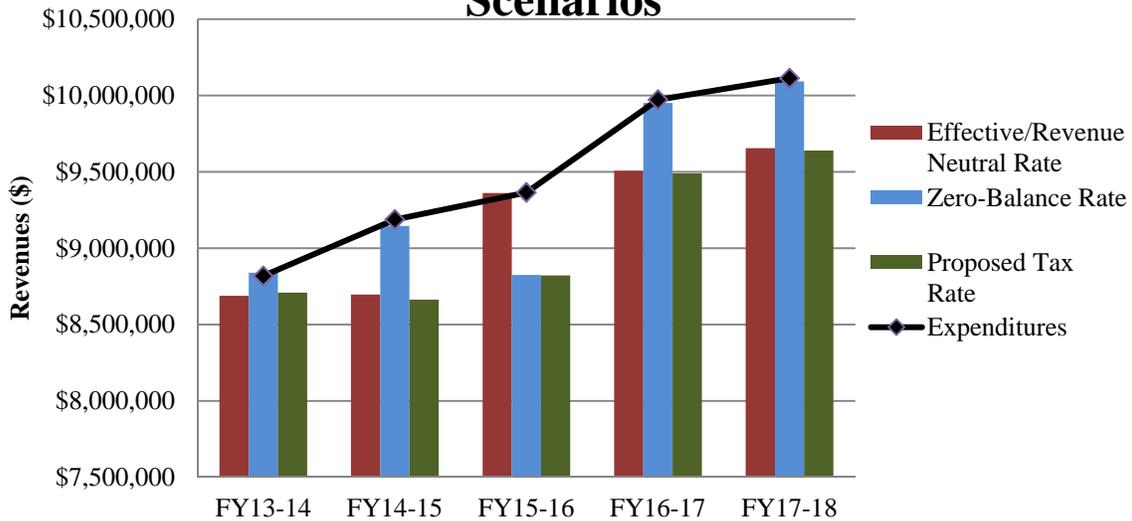


GF Expenditure Trends



If projections are accurate, CIP projects will create a funding gap of \$130,000 in the FY13-14 General Fund, meaning fund balance may be required to balance the budget. Future year projections indicate funding gaps of \$491,049 in FY14-15, \$3,760 in FY15-16, \$465,139 in FY16-17, and \$457,486 in FY17-18. The five-year tax rate assessment table indicates the change in tax rate needed to account for the potential funding gaps. Estimated expenditures and tax rate scenarios are depicted in the chart below. This does not account for any potential increases in other revenues sources or cuts in the operating budget that may offset the gap.

Projected GF Revenues vs. Expenditures Scenarios





5-Year Tax Rate Assessment

Forecasted Expenditures (Including CIP Projects)	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Operating Budget	\$7,856,209	\$8,019,114	\$8,202,092	\$8,406,144	\$8,608,298
Capital Outlay	\$466,000	\$674,000	\$683,000	\$673,500	\$614,000
Debt Service	\$496,091	\$494,396	\$479,604	\$892,454	\$890,759
Transfers Out	\$0	\$0	\$0	\$0	\$0
<i>Total Expenditures</i>	<i>\$8,818,300</i>	<i>\$9,187,510</i>	<i>\$9,364,696</i>	<i>\$9,972,099</i>	<i>\$10,113,057</i>
Total Capital & Debt	\$962,091	\$1,168,396	\$1,162,604	\$1,565,954	\$1,504,759
Capital & Debt Expenditures %	10.91%	12.72%	12.41%	15.70%	14.88%
Forecasted Revenues					
Property Tax (Revenue Neutral Adjusted)	\$2,717,940	\$2,765,654	\$3,319,512	\$3,352,708	\$3,386,235
Other Taxes, Fees, Charges	\$5,422,360	\$5,530,807	\$5,641,423	\$5,754,252	\$5,869,337
Transfers In	\$548,000	\$400,000	\$400,000	\$400,000	\$400,000
<i>Total Revenues</i>	<i>\$8,688,300</i>	<i>\$8,696,461</i>	<i>\$9,360,936</i>	<i>\$9,506,959</i>	<i>\$9,655,572</i>
Difference	(\$130,000)	(\$491,049)	(\$3,760)	(\$465,139)	(\$457,486)
Projected Fund Balance	\$3,474,693	\$2,983,644	\$2,979,884	\$2,514,744	\$2,057,258
Capital Impact on Fund Balance	(\$130,000)	(\$491,049)	(\$3,760)	(\$465,139)	(\$457,486)
Fund Balance Impact Percentage	39.40%	32.47%	31.82%	25.22%	20.34%
Assessed Property Value	\$702,316,463	\$700,500,000	\$712,797,437	\$855,544,447	\$864,099,892
\$.01 Property Tax Increase =	\$68,476	\$68,299	\$69,498	\$83,416	\$84,250
Tax Rate (Revenue Neutral Adjusted)	\$0.400	\$0.400	\$0.400	\$0.400	\$0.400
Change in Tax Rate Needed for Difference	\$0.019	\$0.071	\$0.000	\$0.055	\$0.054
Zero-Balance Tax Rate	\$0.419	\$0.471	\$0.400	\$0.455	\$0.454
Projected Fund Balance with Tax Rate Adjustment	\$3,604,693	\$3,474,693	\$2,983,644	\$2,979,884	\$2,514,744
Projected Fund Balance % with tax Rate Adjustment	40.88%	37.82%	31.86%	29.88%	24.87%



Unfunded Projects

Automated Meter Reading System. The city currently performs manual meter readings over a ten-day period. The city recognizes a benefit in the manual readings as part of its identification process in its meter repair and replacement program. If the city decides to pursue an AMR system, staff will research the possibility of performance contracting for this service. This type of contracting would result in a self-financing project, and the debt accrued would be paid with the annual savings of switching to the new meter system. *\$1 million*

Deer Track Water Loop. The water line serving Deer Track Drive terminates at the end of the road and serves ten households. Looping the line will improve fire protection and increase pressure while providing a redundant source of water if a major break on existing service. At this time, however, there are no issues regarding service, and surface water is available in the area for use during a fire if water pressure drops to an insufficient level. *\$350,000*

Fire Training Tower. Currently there is no tower for training in Sampson County. While a tower will offer increased training opportunities, it is cost prohibitive at this time in light of other projects. If the city decides to construct a second fire station, it will explore the possibility of constructing a training tower as part of the project. Because the tower could be used by all fire districts in the county, some of the cost may be able to be offset with contributions from other districts. *\$250,000*

Industrial Park Pump Station. The pump station in the industrial park is only necessary if new industry locates to the park. The large cost makes this project cost-prohibitive unless an industry indicates intent to build and requires sewer. *\$1,025,000*

Parking Lot Resurfacing. The city maintains several parking lots downtown. Most have been resurfaced as part of the Downtown Revitalization projects. The city will evaluate establishing a repaving schedule for these lots in the near future. *\$TBD*

UV Disinfection System. The current chlorine system works adequately although it carries a higher risk. This system will be evaluated in the future based on the condition of the Water and Sewer Fund and safety at the wastewater treatment plant. *\$600,000*



Full-time equivalent (FTE) employees are the basis for personnel counts. Calculating FTE employees includes all permanent full-time and part-time budgeted positions, seasonal and temporary positions are not included. For most positions, one FTE equals 2080 hours per year per position based on a 40-hour workweek and 52 workweeks per year. Partial FTE counts occur if permanent part-time positions exist or a full-time position is vacant for a portion of the year.

Personnel Classification & Pay Schedule

Grade	Hiring Rate	Minimum	Mid-point	Maximum
5	\$19,245	\$20,207	\$24,056	\$28,867
6	\$20,207	\$21,217	\$25,259	\$30,311
7	\$21,217	\$22,278	\$26,522	\$31,826
8	\$22,278	\$23,392	\$27,848	\$33,417
9	\$23,392	\$24,562	\$29,240	\$35,088
10	\$24,562	\$25,790	\$30,703	\$36,843
11	\$25,790	\$27,080	\$32,238	\$38,685
12	\$27,080	\$28,434	\$33,850	\$40,620
13	\$28,434	\$29,856	\$35,543	\$42,651
14	\$29,856	\$31,349	\$37,320	\$44,784
15	\$31,349	\$32,916	\$39,187	\$47,024
16	\$32,916	\$34,562	\$41,145	\$49,374
17	\$34,562	\$36,290	\$43,203	\$51,843
18	\$36,290	\$38,105	\$45,363	\$54,435
19	\$38,105	\$40,010	\$47,632	\$57,158
20	\$40,010	\$42,011	\$50,013	\$60,015
21	\$42,011	\$44,112	\$52,514	\$63,017
22	\$44,112	\$46,318	\$55,140	\$66,168
23	\$46,318	\$48,634	\$57,898	\$69,477
24	\$48,634	\$51,066	\$60,793	\$72,951
25	\$51,066	\$53,619	\$63,833	\$76,599
26	\$53,619	\$56,300	\$67,024	\$80,429
27	\$56,300	\$59,115	\$70,375	\$84,450
28	\$59,115	\$62,071	\$73,894	\$88,673
29	\$62,071	\$65,175	\$77,589	\$93,107
30	\$65,175	\$68,434	\$81,469	\$97,763
31	\$68,434	\$71,856	\$85,543	\$102,651
32	\$71,856	\$75,449	\$89,820	\$107,784
33	\$75,449	\$79,221	\$94,312	\$113,174
34	\$79,221	\$83,182	\$99,027	\$118,832
35	\$83,182	\$87,341	\$103,978	\$124,773
36	\$87,341	\$91,708	\$109,177	\$131,012
37	\$91,708	\$96,293	\$114,635	\$137,562



Clinton Personnel Summary (FTE)																
General Fund																
Position	Salary Grade	FY10-11 Actual			FY11-12 Actual			FY12-13 Budget			FY13-14 Budget			FY14-15 Proj.		
		FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE
<i>Administration</i>																
City Manager	n/a	1.0		1.0	1.0		1.0		1.0		0.5		0.5	1.0		1.0
Asst. City Manager-Finance Dir.*	31	1.0		1.0	1.0		1.0		1.0		1.0		1.0	1.0		1.0
City Clerk	23	1.0		1.0	1.0		1.0		1.0		1.0		1.0	1.0		1.0
Administrative Specialists	12	1.0		1.0	1.0		1.0		1.0		1.0		1.0	1.0		1.0
Custodian	6	1.0		1.0	1.0		1.0		1.0		1.0	1.0	0.5	0.0	1.0	0.5
<i>Total</i>		5.0	0.0	5.0	5.0	0.0	5.0	5.0	0.0	5.0	3.5	1.0	4.0	4.0	1.0	4.5
<i>Finance-HR</i>																
Finance Director	25	1.0		0.5	0.0		0.0	0.0		0.0	0.0		0.0	0.0		0.0
Human Resources Director	23	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Accounting Operations Manager	21	1.0		0.6	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Supervisor / Billing & Collections	16	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Payroll & Benefits Technician	16	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Accounting Technician	15	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Customer Service Representative	11	1.0		1.0	1.0		1.0	1.0	1.0	1.5	1.0	1.0	1.5	1.0	1.0	1.5
<i>Total</i>		7.0	0.0	6.1	6.0	0.0	6.0	6.0	1.0	6.5	6.0	1.0	6.5	6.0	1.0	6.5
<i>Planning</i>																
Planning Director	27	1.0		0.5	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Senior Planner	22	1.0		1.0	0.0		0.0	0.0		0.0	1.0		1.0	1.0		1.0
Planner	19	1.0		1.0	2.0		1.8	2.0		2.0	1.0		1.0	1.0		1.0
Code Enf. Officer /GIS Technician	18	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Administrative Specialist	12	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
<i>Total</i>		5.0	0.0	4.5	5.0	0.0	4.8	5.0	0.0	5.0	5.0	0.0	5.0	5.0	0.0	5.0
<i>Recreation & Parks</i>																
Recreation & Parks Director	25	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Recreation Center Manager	18	0.0		0.0	0.0		0.0	1.0		1.0	1.0		1.0	1.0		1.0
Athletic Program Director	17	1.0		1.0	1.0		1.0	1.0		0.0	1.0		1.0	1.0		1.0
Recreation Center Supervisor	16	3.0		2.5	2.0		2.0	1.0		1.0	1.0		1.0	1.0		1.0
Recreation Program Supervisor	15	0.0		0.0	1.0		1.0	1.0		0.5	0.0		0.0	0.0		0.0
Parks Maintenance Supervisor	14	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Athletic Program Assistant	13	2.0		1.5	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Administrative Specialist	12	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Parks Maintenance Worker	10	2.0	1.0	2.8	2.0	1.0	2.8	2.0	1.0	1.5	2.0	1.0	2.5	2.0	1.0	2.5
Health Promoter	n/a		1.0	0.5		0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0
Athletics/Program Assistant	n/a		9.0	3.8		8.0	3.5		5.0	3.5		5.0	3.5		5.0	3.5
<i>Total</i>		11.0	11.0	15.1	10.0	9.0	14.3	10.0	6.0	11.5	9.0	6.0	13.0	9.0	6.0	13.0
General Government Total		28.0	11.0	30.7	26.0	9.0	30.1	26.0	7.0	28.0	23.5	8.0	28.5	24.0	8.0	29.0



Personnel Summary

Position	Salary Grade	FY10-11 Actual			FY11-12 Actual			FY12-13 Budget			FY13-14 Budget			FY14-15 Proj.		
		FT	PT	FTE	FT	PT	FTE									
<i>Public Safety</i>																
<i>Fire</i>																
Fire Chief	25	1.0		1.0	1.0		0.5	1.0		1.0	1.0	1.0		1.0		1.0
Deputy Fire Chief	22	1.0		1.0	1.0		1.0	0.0		0.0	0.0		0.0		0.0	0.0
Fire Captain	18	2.0	2.0	3.0	2.0	2.0	3.0	3.0	4.0	5.0	3.0	3.0	3.5	3.0	3.0	4.5
Fire Captain- Training Officer	18	0.0		0.0	0.0		0.0	1.0		0.5	1.0		1.0	1.0		1.0
Fire Captain- Logistics	18	0.0		0.0	0.0		0.0	0.0		1.0	0.0		1.0	1.0		1.0
Fire Lieutenant	17		2.0	1.0	1.0	2.0	2.0	0.0		0.0	1.0		1.0	0.0		0.0
Firefighter- Equipment Operator	16	0.0		0.0	2.0		1.0	3.0		3.0	3.0		3.0	3.0		3.0
Firefighter	13	6.0	14.0	16.5	4.0	14.0	14.0	6.0	14.0	11.0	6.0	15.0	13.5	6.0	15.0	13.5
<i>Total</i>		<i>10.0</i>	<i>18.0</i>	<i>22.5</i>	<i>11.0</i>	<i>18.0</i>	<i>21.5</i>	<i>14.0</i>	<i>18.0</i>	<i>21.5</i>	<i>15.0</i>	<i>18.0</i>	<i>24.0</i>	<i>15.0</i>	<i>18.0</i>	<i>24.0</i>
<i>Police Administration</i>																
Police Chief	28	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Police Captain	23	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Police Lieutenant	21				2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
Senior Administrative Specialist	14	2.0		2.0	2.0		2.0	2.5		2.5	3.0		3.0	3.0		3.0
Community Outreach Coordinator	n/a	1.0		1.0	1.0		1.0	0.0		0.0	0.0		0.0	0.0		0.0
<i>Total</i>		<i>5.0</i>	<i>0.0</i>	<i>5.0</i>	<i>7.0</i>	<i>0.0</i>	<i>7.0</i>	<i>6.5</i>	<i>0.0</i>	<i>6.5</i>	<i>7.0</i>	<i>0.0</i>	<i>7.0</i>	<i>7.0</i>	<i>0.0</i>	<i>7.0</i>
<i>Police Patrol</i>																
Police Sergeant	18	4.0		4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0		4.0
Police Officer- Master	16	1.0		1.0	1.0		1.0	1.0		1.0	0.0		0.0	0.0		0.0
Police Officer- Senior	15	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
Police Officer	14	9.0		8.3	9.0		8.7	9.0		8.5	10.0		10.0	10.0		10.0
Animal Control Officer	12	1.0		0.7	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
<i>Total</i>		<i>17.0</i>	<i>0.0</i>	<i>16.0</i>	<i>17.0</i>	<i>0.0</i>	<i>16.7</i>	<i>17.0</i>	<i>0.0</i>	<i>16.5</i>	<i>17.0</i>	<i>0.0</i>	<i>17.0</i>	<i>17.0</i>	<i>0.0</i>	<i>17.0</i>
<i>Police Neighborhood Improvement</i>																
Police Sergeant	18	1.0		1.0	1.0		1.0	1.0		1.0	0.0		0.0	0.0		0.0
Police Officer- Master	16	0.0		0.0	0.0		0.0	0.0		0.0	1.0		1.0	1.0		1.0
Police Officer- Senior	15	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Police Officer	14	2.0		2.0	2.0		2.0	2.0		2.0	1.0		1.0	1.0		1.0
<i>Total</i>		<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>
<i>Police School Resource</i>																
Police Sergeant	18	0.0		0.0	0.0		0.0	1.0		1.0	1.0		1.0	1.0		1.0
Police Officer- Master	16	2.0		2.0	2.0		2.0	1.0		1.0	0.0		0.0	0.0		0.0
Police Officer- Senior	15	0.0		0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0		0.0
Police Officer	14	1.0		1.0	1.0		1.0	1.0		1.0	2.0		2.0	2.0		2.0
School Crossing Guard	n/a		2.0	0.5		2.0	0.5		2.0	0.5		2.0	0.5		2.0	0.5
<i>Total</i>		<i>3.0</i>	<i>2.0</i>	<i>3.5</i>	<i>3.0</i>	<i>2.0</i>	<i>3.5</i>									



Personnel Summary

<i>Police Detectives</i>																
Police Sergeant	18	1.0	1.0	1.0	1.0	1.0	0.5	1.0	1.0	1.0	1.0	1.0				
Police Officer- Master	16	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0				
Police Officer- Senior	15	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0				
Police Officer	14	1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				
<i>Total</i>		<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>	<i>3.0</i>	<i>0.0</i>	<i>2.5</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>	
<i>Police Total</i>		<i>33.0</i>	<i>2.0</i>	<i>32.5</i>	<i>34.0</i>	<i>2.0</i>	<i>34.2</i>	<i>33.5</i>	<i>2.0</i>	<i>33.0</i>	<i>33.0</i>	<i>2.0</i>	<i>33.5</i>	<i>33.0</i>	<i>2.0</i>	<i>33.5</i>
Public Safety Total		43.0	20.0	55.0	45.0	20.0	55.7	47.5	20.0	54.5	48.0	20.0	57.5	48.0	20.0	57.5
Position	Salary Grade	FY10-11 Actual			FY11-12 Actual			FY12-13 Budget			FY13-14 Budget			FY14-15 Proj.		
		FT	PT	FTE	FT	PT	FTE									
<i>Public Works</i>																
<i>Building Maintenance</i>																
Building Maint. Technician	11	0.0		0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0		0.0
<i>Total</i>		<i>0.0</i>	<i>0.0</i>	<i>0.0</i>	<i>0.0</i>	<i>0.0</i>	<i>0.0</i>									
<i>City Garage</i>																
Fleet Maintenance Supervisor	18	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Fleet Maintenance Mechanic II	15	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Fleet Maintenance Mechanic I	13	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
<i>Total</i>		<i>3.0</i>	<i>0.0</i>	<i>3.0</i>	<i>3.0</i>	<i>0.0</i>	<i>3.0</i>									
<i>Grounds & Cemetery</i>																
Grounds Supervisor	16	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Cemetery & Grounds Worker II	12	0.0		0.0	1.0		0.6	1.0		0.0	0.0		0.0	1.0		1.0
Equipment Operator	10	1.0		1.0	1.0		0.5	0.0		0.0	0.0		0.0	0.0		0.0
Cemetery & Grounds Worker I	9	2.0		2.0	2.0		2.0	2.0		2.2	3.0		3.0	2.0		2.0
<i>Total</i>		<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>5.0</i>	<i>0.0</i>	<i>4.1</i>	<i>4.0</i>	<i>0.0</i>	<i>3.2</i>	<i>4.0</i>	<i>0.0</i>	<i>4.0</i>	<i>4.0</i>	<i>0.0</i>	<i>4.0</i>
<i>Sanitation</i>																
Sr. Sanitation Equipment Operator	13	6.0		6.0	6.0		5.5	6.0		6.0	6.0		6.0	6.0		6.0
Sanitation Worker	9	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
<i>Total</i>		<i>8.0</i>	<i>0.0</i>	<i>8.0</i>	<i>8.0</i>	<i>0.0</i>	<i>7.5</i>	<i>8.0</i>	<i>0.0</i>	<i>8.0</i>	<i>8.0</i>	<i>0.0</i>	<i>8.0</i>	<i>8.0</i>	<i>0.0</i>	<i>8.0</i>
<i>Streets</i>																
Public Works Manager	21	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Senior Administrative Specialist	14	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Street Crew Leader	14	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
Heavy Equipment Operator	13	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
Equipment Operator	10	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0		1.0
Street Maintenance Technician	10	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0		2.0
Street Maintenance Worker	8	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0
<i>Total</i>		<i>12.0</i>	<i>0.0</i>	<i>12.0</i>	<i>12.0</i>	<i>0.0</i>	<i>12.0</i>									
Public Works Total		27.0	0.0	27.0	28.0	0.0	26.6	27.0	0.0	26.2	27.0	0.0	27.0	27.0	0.0	27.0
Total General Fund		98.0	31.0	112.7	99.0	29.0	112.4	100.5	27.0	108.7	98.5	28.0	113.0	99.0	28.0	113.5



Personnel Summary

Water & Sewer Fund																			
Position	Salary Grade	FY10-11 Actual			FY11-12 Actual			FY12-13 Budget			FY13-14 Budget			FY14-15 Proj.					
		FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE			
<i>Public Utilities</i>																			
<i>Line Maintenance</i>																			
Public Works & Utilities Director	28	1.0		0.7	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Public Utilities Manager	21	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Utility Line Crew Leader	16	1.0		1.0	1.0		1.0		1.0		1.0		1.0		2.0		2.0		
Meter Crew Leader	14	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Heavy Equipment Operator	13	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Senior Meter Technician	12	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Meter Technician	11	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Utility Line Technician	11	3.0		2.7	3.0		2.5		3.0		2.0		3.0		2.0		2.0		
Utility Maintenance Worker	8	2.0		1.5	2.0		2.0		2.0		2.0		2.0		2.0		2.0		
<i>Total</i>		<i>12.0</i>	<i>0.0</i>	<i>10.9</i>	<i>12.0</i>	<i>0.0</i>	<i>11.5</i>		<i>12.0</i>	<i>0.0</i>	<i>11.0</i>		<i>12.0</i>	<i>0.0</i>	<i>12.0</i>		<i>12.0</i>	<i>0.0</i>	<i>12.0</i>
<i>Wastewater Treatment</i>																			
Wastewater Treatment Manager	23	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Environmental Prog. Coordinator	19	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Chief Wastewater Plant Operator	17	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Laboratory Technician	14	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Wastewater Plant Operator	13	4.0		4.0	4.0		4.3		5.0		5.0		5.0		5.0		5.0		
Pump/Plant Maintenance Worker	12	2.0		2.0	2.0		1.5		1.0		1.0		1.0		1.0		1.0		
<i>Total</i>		<i>10.0</i>	<i>0.0</i>	<i>10.0</i>	<i>10.0</i>	<i>0.0</i>	<i>9.8</i>		<i>10.0</i>	<i>0.0</i>	<i>10.0</i>		<i>10.0</i>	<i>0.0</i>	<i>10.0</i>		<i>10.0</i>	<i>0.0</i>	<i>10.0</i>
<i>Water Production</i>																			
Water Production Supervisor	21	1.0		1.0	1.0		1.0		1.0		1.0		1.0		1.0		1.0		
Water Production Operator	13	1.0		1.0	1.0		1.0		1.0		1.0		2.0		2.0		2.0		
<i>Total</i>		<i>2.0</i>	<i>0.0</i>	<i>2.0</i>	<i>2.0</i>	<i>0.0</i>	<i>2.0</i>		<i>2.0</i>	<i>0.0</i>	<i>2.0</i>		<i>3.0</i>	<i>0.0</i>	<i>3.0</i>		<i>3.0</i>	<i>0.0</i>	<i>3.0</i>
Total Water & Sewer Fund		24.0	0.0	22.9	24.0	0.0	23.3		24.0	0.0	23.0		25.0	0.0	25.0		25.0	0.0	25.0
City Totals		122.0	31.0	135.6	123.0	29.0	135.7		124.5	27.0	131.7		123.5	28.0	138.0		124.0	28.0	138.5
<i>FTE Employees per 1,000 Population</i>				<i>15.7</i>			<i>15.6</i>				<i>15.1</i>				<i>15.7</i>				<i>15.7</i>



Accrual Basis of Accounting (or Full Accrual): Accounting method for proprietary funds that recognizes revenues in the accounting period in which they are earned and become measurable. Expenses are recognized in the period incurred, if measurable.

Ad Valorem Tax: A tax levied in proportion to the value of property.

Amortization: Paying the principal amount of a debt issue through periodic payments. Amortization payments include interest and any payment on principal.

Appropriation: Authorization granted by City Council to obligate and expend resources for purposes specified in the budget document.

Assessed Valuation: The value of real estate or personal property as determined by tax assessors and used as a basis for levying taxes.

Assigned Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made, but which are intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed.

Authorized Bond: Bonds that have been legally approved but may or may not have been sold.

Balanced Budget: Budget in which planned expenditures equal anticipated revenues. North Carolina state law requires municipalities to adopt a balanced operating budget.

Base Budget: Those resources necessary to meet an established and existing service level.

Basis of Accounting: Accounting method that determines when revenues, expenditures, expenses, and transfers (and the related assets and liabilities) are recognized in accounts and reported in financial statements. The two bases of governmental accounting include accrual (or full accrual) and modified accrual.

Benchmarking: The process of identifying best practices of “best in class” performers that can be adopted or adapted to improve performance.

Bond: A written promise to pay a specific amount of money with interest within a specific time, usually long-term.

Bond Rating: A grade indicating a governmental unit’s investment qualities. Generally, the higher the bond rating, the less risk investors assume resulting in a more favorable interest rate and lower cost of financing capital projects for the governmental unit.

Budget: A plan for the coordination of resources and expenditures. The budget document outlines the City’s financial plan for a fiscal year indicating how the City intends to allocate resources to support goals, objectives, and desired service levels.



Budget Amendment: A legal procedure used by City staff and City Council to revise a budget appropriation.

Budget Calendar: The schedule of key dates that City departments follow in the preparation, adoption, and administration of the budget.

Budget Message: A written overview of the proposed budget from the City Manager to the Mayor and City Council and the public that discusses the major budget items, changes from the current and previous fiscal years, and the City's financial condition.

Budget Ordinance: The official enactment by City Council to establish legal authority for City officials to obligate and expend resources.

Budgetary Control: The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Assets: Tangible property that is not easily converted into cash and is usually held for a long period, such as property, machinery, vehicles, equipment, etc.

Capital Improvement Plan (CIP): A multi-year plan for the construction or acquisition of major capital items. The plan usually outlines spending needs, the financing source or sources expected, and the impact of the CIP on future annual operating budgets.

Capital Outlay: Expenditure expected to have a useful life greater than one year or a total value of \$10,000 or more resulting in the acquisition of or addition to a fixed asset.

Capital Project: A capital improvement that usually requires a major initial investment, and a significant and continuing financial commitment in the form of operating costs.

Capital Project Fund: A fund used to account for the acquisition and construction of major capital facilities.

Capital Reserve: An account used to indicate that a portion of a fund's balance is restricted for a specific capital purpose and is not available for general appropriation.

Cash Accounting: An accounting method where receipts are recorded during the period they are received, and the expenses in the period in which they are actually paid

Cash Management: The management of cash necessary to pay for governmental services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, and establishing and maintaining banking relationships.



Certificates of Participation (COPS): A security created as a part of a lease-purchase agreement. The lender, the holder of the certificate, owns a right to participate in periodic lease payments (interest and return of principal) as they are paid.

Committed Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made, but which can be used only for the specific purposes determined by a formal action of the Mayor and City Council.

Community Development Block Grant (CDBG): An entitlement grant from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons of the City in targeted neighborhoods.

Comprehensive Annual Financial Report (CAFR): A complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Debt Service: The portion of the budget pertaining to payment of principal and interest requirements on outstanding debts.

Deficit: The amount by which expenditures exceed revenues during an accounting period.

Department: An organizational unit of the City responsible for overall management of a major governmental function.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life, or diminution of service from a fixed asset that cannot or will not be restored by repair and must be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to the reserve to replace the item at the end of its useful life.

Disbursement: Payment for goods and services in cash or by check.

Effectiveness Measure: A performance measure identifying outcome quality.

Efficiency Measure: A performance measure identifying inputs used per unit of output, or unit costs.

Encumbrance: A financial commitment of appropriated funds for services, contracts, or goods that have not yet been delivered by a specified time, usually the end of the fiscal year.

Enterprise Fund: A fund that accounts for a governmental activity supported primarily with user fees or charges and operated using business principles.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.



Expenditures: The measurement focus of governmental fund accounting identifying financial resources expended.

Expenses: The measurement focus of proprietary fund accounting identifying costs expired. Expenses reflect the cost of goods or services used.

FICA: Social Security Tax paid by the City for each permanent and temporary employee.

Fiduciary Funds: Funds used to separate, control, and track financial resources in which the government oversees as a third party, or on behalf of, another public entity. The four fiduciary fund types include: 1) Agency Fund, 2) Pension Trust, 3) Expendable Trust, and 4) Non-Expendable Trust.

Fiscal Policy: The financial plan embracing the general goals and acceptable procedures for managing the City's financial resources.

Fiscal Year (FY): The time designating the beginning and the ending period for recording financial transactions. In North Carolina, a municipal government fiscal year begins July 1 and ends June 30.

Fixed Asset: A long-term tangible piece of property that is not expected to be consumed or converted into cash any sooner than at least one-year's time.

Fringe Benefits: A collection of various benefits provided by an employer, which are exempt from taxation as long as certain conditions are met.

Full Cost Accounting: Type of accounting concerned with accumulating both direct and indirect costs for financial reporting and decision-making purposes.

Full-time Equivalent (FTE): An FTE converts the hours worked by a position into a percentage of a full year's number of hours. Generally, one FTE equals 2080 hours per year per permanent position.

Function: A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a similar broad goal or major service such as public safety, environmental protection, cultural activities, etc.

Fund: A fiscal and accounting entity that has a self-balancing set of accounts recording cash and other financial resources, as well as related liabilities and residual equity. These are segregated to carry on specific activities or objectives in accordance with special regulations, restrictions, or limitations as established by State and Federal governments.



Fund Balance: The amount of assets in excess of the liabilities or appropriations for expenditures also known as surplus funds. North Carolina General Statutes require general fund balance reserves of at least 8% of General Fund expenditures at the end of the fiscal year. The City of Clinton has a fund balance policy to target between 35 – 40 percent General Fund fund balance.

GASB 34: The acronym used for Governmental Accounting Standards Board Statement #34: “Basic Financial Statements- Management’s Discussion and Analysis – For State and Local Governments”.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices.

General Fund: A governmental fund used to account for financial resources of the City, except those required to be accounted for in another fund. Revenues to support the General Fund are derived from sources such as property tax, sales tax, franchise fees, and service fees. This fund usually includes most of the basic operation services, such as fire and police protection, finance, public works, general administration, planning, and recreation.

General Ledger: A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

General Obligation Bonds (GO Bonds): Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

GFOA: The acronym used for Government Finance Officers Association of the United States and Canada.

Goal: A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Governmental Funds: Funds used to separate, control, and track financial resources of general government operations. The four governmental fund types include 1) General Fund, 2) Special Revenue Funds, 3) Capital Projects Funds, and 4) Debt Service Funds.

Grant: A contribution by a government or other organization to support a particular function.

Inter-fund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenues: Revenues from other governments (State, Federal or local) that can be in the form of grants, shared revenues, or entitlements.

Internal Service Fund: This fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, on a cost reimbursement, or cost allocation, basis.



Inventory: A detailed listing of property currently held by the government.

Investment Earnings: Revenue earned on investments with a third party.

Lease/Installment-Purchase Financing: A method of purchasing equipment in which payments are spread over time. The purchased equipment serves as collateral.

Line Item: A budgetary account representing a specific object of expenditure.

Local Government Budget and Fiscal Control Act (LGBFCA): This act governs all financial activities of local governments within the State of North Carolina.

Local Government Commission (LGC): A division of the North Carolina Department of State Treasurer, the LGC is responsible for the approval, sale, and delivery of substantially all North Carolina local government bonds and notes as well as monitoring certain fiscal and accounting standards prescribed for units of local government by the Local Government Budget and Fiscal Control Act.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

Maturities: The dates on which the principal or stated values of investments or debt obligations become due and/or may be reclaimed.

Mission: A broad statement outlining a department's purpose for existing.

Modified Accrual Basis of Accounting: Accounting method for governmental funds that recognizes revenues in the accounting period in which they become available and measurable. Expenditures are recognized in the period the fund liability is incurred, if measurable, except for unmatured interest on (and principal of) general long-term debt, which should be recognized when due.

North Carolina General Assembly (NCGA): The legislative body of the State's government

North Carolina General Statutes (N.C.G.S.): Laws governing the State of North Carolina

Objective: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. An objective should imply a specific standard of performance for a given program.

Occupational Safety and Health Act (OSHA): Regulations passed by the US Department of Occupational Safety and Health Administration to assure safe and healthful working conditions for working men and women by authorizing enforcement of the standards developed under the Act.

Operating Budget: A financial plan for the provision of direct services and support functions.



Operating Expenses: The portion of the budget pertaining to the daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as supplies, utilities, and materials.

Pay-As-You-Go (or Pay-Go): Financial policy of a government unit that finances capital outlays from current revenues rather than from borrowing.

Peer Group: Other municipalities with similar characteristics, such as population, services provided, and tax base used for comparison of financial condition and performance.

Performance-based Budget: A budget wherein expenditures, planning, and management decisions are based primarily upon measurable performance of activities.

Performance Indicator: A performance indicator is a measurement designed to determine whether a service objective has been met. It measures the effectiveness of achieving an objective.

Performance Measurement: The regular collection of quantifiable information regarding the results of service delivery.

Personal Property: Movable property classified within two categories; tangible and intangible. “Tangible” or touchable property includes items of visible and movable property not permanently affixed to real property. “Intangible” or non-touchable property includes stocks, bonds, notes, cash, bank deposits, accounts receivable, patents, trademarks, copyrights, and similar assets.

Personnel Services: Salaries and wages paid to employees for fulltime, part-time, and temporary work including overtime and similar compensation.

Policy: A definite course or method of action in light of given conditions to guide and determine present and future decisions.

Powell Bill Funds: Funding from state-shared gasoline taxes that are restricted for use on maintenance of local streets and roads.

Productivity Measure: A performance measure combining efficiency and effectiveness measures into a single factor.

Program: An organized set of related work activities that are directed toward accomplishing a common goal.

Property Taxes: Taxes levied on both real and personal property according to the property’s valuation and tax rate.

Proprietary Funds: Funds used to separate, control, and track financial resources of business-type activities carried out by a government. The two proprietary fund types include: 1) Enterprise Funds and 2) Internal Service Fund.



Real Property: Land, buildings, and items permanently affixed to land or buildings.

Reclassification: Change in a position title and/or the associated pay range based on changes in the job skills required for a given position.

Reserve: An account designated for a portion of the fund balance that is to be used for a specific purpose.

Resources: Assets that can be used to fund expenditures such as property taxes, user fees, beginning fund balance, or working capital.

Restricted Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made, but which can be spent only for the specific purposes stipulated by statutes, external resource providers, or through enabling legislation.

Restricted Intergovernmental Revenues: Grants, entitlements, and shared revenues that are recorded in the appropriate fund and classified by both source and function for which the revenues are to be spent.

Retained Earnings: Amounts shown as retained earnings represent accumulated earnings of proprietary funds after all budgeted business expenses have been made.

Revaluation: The process of revaluing a jurisdiction's real property in order to adjust the tax value to the market value. By North Carolina law, a revaluation must be conducted at a minimum of every eight years.

Revenue: Funds the City receives as income including tax payments, fees from specific services, receipts from other governments, fines, grants, shared revenues, and interest income.

Revenue Bonds: Bonds issued by a government that are backed by a specific revenue source such as water and sewer fees.

Revenue-Neutral Rate: The tax rate that would generate the same amount of ad valorem revenues as before a revaluation while considering growth.

Special Assessment: A compulsory levy made against certain properties to defray part of the cost of a specific improvement or service, which are deemed primarily to benefit those properties.

Special Revenue Fund: A fund used to account for the revenues from specific sources that are to be used for legally specified expenditures.

Surplus: The amount by which revenues exceed expenditures.

Target-based Budget (TBB): A budget wherein departments receive a maximum dollar figure, or target, to provide services.



Tax Base: The assessed valuation of all taxable real and personal property within the City's corporate limits.

Tax Levy: The resultant product when the tax rate per one-hundred dollars valuation is multiplied by the total taxable valuation, or tax base.

Taxes: Compulsory charges levied by a government for financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments or to user charges for enterprise type services.

Unassigned Fund Balance/Retained Earnings: The portion of a fund's unspent monies, or reserves that are not restricted for a specific purpose and are available for general appropriation.

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for expenditures.

User Fee/Charge: The payment for direct receipt of a service by the party benefiting from the service.

Workload Measure: A performance measure identifying how much or how many products or services were produced.

Zero-based Budget (ZBB): A budget wherein all expenses must be justified for each new period. Budgeting starts from a "zero base" and every function within an organization is analyzed for its needs and costs.

Common Budget Acronyms

CDBG	Community Development Block Grant
CIP	Capital Improvement Plan
COPS	Certificates of Participation
FTE	Fulltime Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
LGBFCA	Local Government Budget and Fiscal Control Act
LGC	Local Government Commission
NCGA	North Carolina General Assembly
NCGS	North Carolina General Statute
OSHA	Occupational Safety and Health Act
PM	Performance Measurement