

CITY OF CONCORD, NC

DEBT MANAGEMENT POLICY

Purpose

The City of Concord (City) maintains conservative financial policies to assure strong financial health. One of the keys to sound financial management is the development of a debt policy, which includes methods for determining debt affordability. This need is recognized by bond rating agencies, and development of a debt policy is a recommended practice by the Government Finance Officers Association.

The objectives of a debt policy are as follows:

- establish conditions for the use of debt vs. pay-as-you-go, by providing guidelines for consistency in decision making;
- create policies that minimize the City's debt service and issuance costs;
- retain a high credit rating and maintaining full and complete financial disclosure and reporting,
- demonstrates a commitment to long term financial planning,
- aids in development of capital budgets, taking into account financial and economic resources as well as infrastructure needs.

Capital Improvement Plan (CIP)

- A formal CIP is essential to intelligent planning of debt issuance and management, and therefore commits the City to developing and maintaining a long-term plan that identifies and prioritizes potential capital investments, their costs and benefits, and potential funding sources for each item. The City will prepare and update annually a five-year capital improvement program (CIP) for consideration and adoption by City Council as part of the City's budget process. First-year projects are incorporated in the City Manager's recommended annual budget that is presented to City Council for adoption. The CIP will include possible debt issuance to fund future projects. The Finance Department is responsible for coordinating and analyzing the debt requirements, including timing of debt, analysis of outstanding debt, debt limitations and compliance, forecast of future debt obligations, and current revenue requirements.
- The CIP is updated annually as part of the City's regular budget process. After departments submit their CIP requests to the Finance Department, the City's Capital Project Selection Committee reviews and evaluates the proposed projects based on Mayor and City Council service priorities, infrastructure needs, the financial capacity of the City and the impact the projects could have on the City's operating budget.
- Debt financing will be considered in conjunction with the approval by the City Council of the CIP. Additionally debt financing will be considered for large capital items that normally do not go through the CIP process but are included in departmental requests and not considered operating expenditures.

Legal and Regulatory Requirements

Management responsibility for the City's debt program is hereby delegated to the Finance Director, who will establish procedures for the operation of the debt program consistent with the Debt Policy and in full compliance with the North Carolina General Statutes, Local Government Finance Act. It will be the sole responsibility of the Finance Director to issue debt on behalf of the City. The Finance Director may assign another employee to assist in the duties of debt issuance, debt payments and other debt-related activities. The City Manager will direct the Finance Director in all debt issuance and the City Council will approve all debt agreements. Where applicable, debt issuances will be approved by the North Carolina Local Government Commission.

The City will provide on-going disclosure information to established national information repositories and maintain compliance with disclosure standards.

When applicable, the City will receive an opinion acceptable to market from a law firm that any financing transactions complies with applicable law and all agreements in connection with any financing are legal, valid and binding obligation of the City.

Guidelines for Debt Issuance

- Evaluation of Market Conditions: High interest rates increase total debt issuance costs, so the City may consider debt issuance rather than pay-as-you-go when interest rates are lower. It is important that all market conditions are considered before issuance of debt; therefore this policy allows for flexibility when recommendations are made to the City Manager. Low interest rates are not always the supporting factor for issuing debt.
- Debt should only be incurred for financing capital assets/projects that, because of their long-term nature or because of budgetary restraints, cannot be acquired from current budgeted resources.
- Limitations on Debt Issuance: The City will evaluate the financial ratios as explained in the section titled, *Debt Affordability - Limits on Debt Issued & Outstanding*. The legal debt margin will also be reviewed before any new debt is proposed.
- City Council Authority: Staff will follow all N.C. General Statutes regarding debt issuance. All debt issuance will be approved by City Council and all proceeds from debt issuance for the City of Concord shall be appropriated by City Council.
- Permissible Debt Instruments: The City will follow the N.C. General Statutes in regards to what type of debt a municipality is allowed to issue.
- Pay-As-You-Go Alternative: Staff will use an objective, analytical approach to determine if the City will benefit from pay-as-you-go vs. debt financing. This process involves comparisons of generally accepted standards of affordability to current City values.
- The City will follow all requirements set in the Fiscal Policy - Reserve Funds Policy when determining resources available for debt service and pay-as-you-go recommendations.
- When the North Carolina Local Government Commission (LGC) is required to approve the debt issuance, a complete application should be filed four weeks prior to the LGC meeting date (first Tuesday of every month). When applicable, a letter should be submitted to the LGC Joint Legislative Committee in advance to ensure the debt issuance will be supported by the committee.

Arbitrage Requirements and Bond Issuance

Bond Issuance & Arbitrage Requirements: If a credit rating is necessary for an issuance, the purpose of the debt issuance will support an investment grade credit rating. The City will comply with all applicable U.S. Internal Revenue Service and U.S. Treasury arbitrage requirements for bonded indebtedness. The City will maintain a system of record keeping and reporting to meet arbitrage rebate compliance requirements. Bond issues should be planned to minimize the frequency of issuance, thereby ensuring the lowest possible costs of issuance. When determining the size of a bond issue, consideration should be given to the need for construction, debt service and capitalized interest funds. Construction fund draw schedules shall be prepared, and projection of conservative earnings on unspent bond funds should be made in conjunction with planning of the City's Capital Improvement Program. The decision to use bond proceeds to pay interest during construction for revenue-producing projects shall be made on a case by case basis and shall be based on an evaluation of the opportunity cost of funds and the availability of other sources of funds to pay interest costs. General obligation bonds will be amortized on a level principal basis to the extent practical, and revenue bonds will be amortized on a level debt service basis to the extent practical considering the forecasted available pledged revenues.

Restrictions on Debt Issuance

- The City will not issue long-term debt for operations.
- Debt will not be issued with a longer amortization period than the life of the asset it is financing.
- The size of the issue will be analyzed but the City should not use long-term debt for small issues nor should large issues be financed with capital leases when unfavorable interest rates exist.
- Debt structures that result in significant principal payments at the back end of the debt life, instead of equalized over the life of the debt should be avoided.
- Variable rate debt will not be issued without proper analysis and evaluation to determine that the issuance is in the best interest of the City.
- Debt will not be issued when the limits on debt are exceeded or when the legal debt margin is not met.
- The City will not enter into any debt agreement that is not approved by the N.C. General Statutes.

Requirements for Pay-As-You-Go

The use of current resources and accumulated reserves to purchase capital items or to fund capital projects/improvements is used to keep the debt burden of the City low and because the net benefits derived from the asset are likely to be greater in the early years of the asset's life. The City also maintains a reserve fund so that capital project items may be funded with cash upon recommendation of the City Manager and City Council approval. The City's conservative financial policies enable the City to minimize the use of debt by increasing the use of cash to fund projects over time. The following should be evaluated when a recommendation for Pay-As-You-Go is being considered.

- The City will strive to fund at least 10% of the project costs in the current year CIP with cash when the following apply:
 - The asset/project life is less than 10 years.
 - The amount of the asset/project is less than \$5,000,000.
 - The Fiscal Policy – Reserve Funds Policy is maintained.

Professional Services

The City of Concord has authority, subject to review and approval by the Local Government Commission, to select and retain the financial consultants, underwriters and bond attorneys to be associated with the bond issue, and selection is made in accordance with G.S. 159-123(e).

- **Bond Counsel** – When applicable, debt issued by the City will include a written opinion by bond counsel affirming that the City is authorized to issue the proposed debt. The opinion shall include confirmation that the City has met all city and state constitutional and statutory requirements necessary for issuance, a determination of the proposed debt's federal income tax status and any other components necessary for the proposed debt.
- **Financial Advisor** – A Financial Advisor(s) may be used to assist in the issuance of the City's debt. The Financial Advisor will provide the City with objective advice and analysis on debt issuance. This includes, but is not limited to, monitoring market opportunities, structuring and pricing debt, and preparing official statements of disclosure.
- **Underwriters** – An Underwriter(s) will be used for all debt issued in a negotiated or private placement sale method. The Underwriter is responsible for purchasing negotiated or private placement debt and reselling the debt to investors.

Constitutional and Statutory Limitations:

Debt financing can include general obligation bonds, revenue bonds, certificates of participation, limited obligation bonds, lease/purchase agreements special obligation bonds or any other financing instrument

allowed under North Carolina statutes. The N. C. General Statutes, Chapter 159, Article 4. Local Government Bond Act establishes the authority to borrow money. The Statutes further defines the types of debt allowable, the purpose and the limitations of each.

Debt Affordability - Limits on Debt Issued and Outstanding

Debt Capacity-General Fund & Governmental Fund Types- the City considers the following factors:

- Annual debt service should not exceed 15% of operating expenditures.
This ratio reflects the City's budgetary flexibility to change spending and respond to economic downturns.
- Net general obligation debt per capita will not exceed \$1000. All debt per capita will not exceed \$3000.
This ratio measures the burden of debt placed on the size of the population supporting the debt. This ratio is used to measure an issuer's ability to repay the debt.
- Total net bonded debt should not exceed 2% of assessed value.
This ratio measures debt levels against property tax base. The tax base generates the revenue that will be the main source to repay the debt. Although the legal debt margin has a statutory limit of 8%, the City's target is 2%.
- The City will compare the measures above with other units of government with an electric system and that are similar in size.
- No more than 60% of the five-year Capital Improvement Plan will be funded from long-term debt.
- Variable rate debt may not exceed 20% of the City's total debt portfolio (includes all debt).
- The City will include a review of direct and overlapping debt in analyzing the financial condition of the City in regards to debt issuance. This analysis is included in the City's Comprehensive Annual Report (Statistical Section) each year.

Legal Debt Margin - Per the N.C. General Statutes, the City's net bonded debt outstanding may not exceed 8% of the appraised value of property subject to taxation.

Debt Capacity-Enterprise Funds - There are no specific debt limits for the city's enterprise funds as utility rates are set as needed to fully cover total costs and debt service. The City will annually calculate debt coverage as required by the revenue bond rate covenant. Normal coverage is at least 1.2 but the revenue bond covenants should be reviewed to ensure coverage levels are satisfied. The standard ratio is calculated by dividing net available revenues by principal and interest requirements for the year. This measure shows the extent to which revenues are available to cover annual debt service requirements after operating costs have been paid.

Refunding of Debt

The City will refund debt when it is in the best financial interest of the City to do so.

Debt Service Savings—When a refunding is undertaken to generate interest rate cost savings, the minimum aggregate present value savings will be 3% of the refunded bond principal amount. The present value savings will be net of all costs related to the financing.

Restructuring—Refundings for restructuring purposes will be limited to restructuring to alleviate debt service during difficult budgetary years, achieve cost savings, mitigate irregular debt service payments, release reserve funds or remove unduly restrictive bond covenants.

Arbitrage—The City shall take all necessary steps to optimize escrows and to avoid negative arbitrage in its refundings. Any resulting positive arbitrage will be rebated as necessary according to Federal guidelines.

Investor Relations, Disclosure and Communication

- The debt ratios outlined above will be computed annually and reported in the Comprehensive Annual Financial Report, along with a computation of net tax-supported debt per capita.
- The City will maintain communication with bond rating agencies to keep them abreast of its financial condition by providing them the City's Comprehensive Annual Financial Report, Annual budget, and Capital Improvement Program. The City will seek to obtain the highest credit ratings on its debt issues.
- The City will comply with all of its undertakings in accordance with Securities and Exchange Commission Rule 15c2-21.

NOTE: ALL NUMBERS FOR EVALUATION WILL BE OBTAINED FROM THE MOST CURRENT AUDITED FINANCIAL DOCUMENTS OF THE CITY.

Glossary

Advance Refunding. A refinancing transaction in which new (refunding) bonds are issued to repay (refund) outstanding bonds prior to the first call date. The proceeds of the refunding bonds are deposited in an escrow account, invested in government securities, and used to pay debt service (interest, principal and premium, if any) on the refunded bonds through the applicable call date. For accounting purposes, refunding obligations are not considered a part of an issuer's debt.

Arbitrage. The difference between the interest paid on the tax-exempt securities and the interest earned by investing the security proceeds in higher-yielding taxable securities. IRS regulations govern arbitrage on the proceeds from issuance of municipal securities.

Bond Anticipation Notes (BANs). Notes which are paid from the proceeds of the issuance of long-term bonds. Typically issued for capital projects.

Call Provisions. The terms of the bond giving the issuer the right to redeem all or a portion of a bond prior to its stated date of maturity at a specific price, usually at or above par.

Capitalized Interest. A portion of the proceeds of a bond issue which is set aside to pay interest on the same bond issue for a specific period of time. Interest is commonly capitalized for the construction period of the project.

Capital Lease. A lease obligation that has met the criteria to be categorized as a capital lease as opposed to an operating lease under generally accepted accounting principles. Capital leases are common in certain types of financing transactions involving the use of revenue bonds as opposed to general obligation bonds.

Competitive Sale. A sale/auction of securities by an issuer in which underwriters or syndicates of underwriters submit sealed bids to purchase the securities. Contrast to a negotiated sale.

Continuing Disclosure. The principle that accurate and complete information material to the transaction which potential investors would be likely to consider material in making investment decisions with respect to the securities be made available on an ongoing basis.

Debt. Any obligations of the City for the payment of money issued pursuant to the North Carolina General Statutes, Local Government Bond Act.

Debt Service Reserve Fund. The fund in which moneys are placed which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements.

Escrow. A fund established to hold moneys pledged and to be used to pay debt service on an outstanding issue.

Expenses. Compensates senior managers for out-of-pocket expenses including: underwriter's counsel, DTC charges, travel, syndicate expenses, dealer fees, overtime expenses, communication expenses, computer time and postage.

General Obligations. Bonds issued by the City secured by the City's pledge of its full faith and credit and unlimited taxing power.

Legal Debt Margin. The amount of federal obligation bonds and certain other interest bearing obligations (other than revenue bonds) that the City may have outstanding expressed as a percentage of the assessed value of real estate in the City as shown on the last preceding assessment for taxes.

Negotiated Sale. A method of sale in which the issuer chooses one underwriter to negotiate terms pursuant to which such underwriter will purchase and market the bonds.

Option Value. Option valuation is a methodology for evaluating the efficiency of a refunding. Option valuation calculates the maximum theoretical value of refunding a bond, then expresses the current refunding savings as a percentage of the maximum theoretical savings.

Operating Expenditures. Operating expenditures are the basic expenditures that are needed for operations. Capital, transfers, and other non-operating items are not included in operating expenditures.

Overlapping Debt. The percentage of county's assessed value that is located in the city limits is used to compute overlapping debt.

Pay-As-You-Go. An issuer elects to finance a project with existing cash flow as opposed to issuing debt obligations.

Present Value. The current value of a future cash flow.

Private Placement. The original placement of an issue with one or more investors as opposed to being publicly offered or sold.

Rebate. A requirement imposed by Tax Reform Act of 1986 whereby the issuer of tax-exempt bonds must pay the IRS an amount equal to its profit earned from investment of tax-exempt bond proceeds at rates exceeding the tax-exempt borrowing rate. The tax-exempt borrowing rate (or "bond yield") is calculated pursuant to the IRS code together with all income earned on the accumulated profit pending payment.

Refunding. A transaction in which the City refinances an outstanding issue by issuing new (refunding) bonds and using the proceeds to immediately retire the old (refunded) bonds.

Revenue Bonds. Bonds issued by the City secured by a specific revenue pledge of rates, rents or fees.

Tax -Supported Debt. Debt that is expected to be repaid from the general fund tax revenues of the City. This includes general obligation bonds, appropriation-supported bonds, capital leases and in certain circumstances moral obligation bonds. For the purpose of this Debt Policy, net tax-supported debt includes general obligation debt for the City, certain bonded capital leases, and any moral obligation bonds for which the City has deposited funds to a debt service reserve fund as requested to replenish such reserve fund.

Underwriter. A dealer that purchases new issues of municipal securities from the Issuer and resells them to investors.

Underwriter's Discount. The difference between the price at which bonds are bought by the Underwriter from the Issuer and the price at which they are reoffered to investors.

Policy approved 8/1/2014 by City Manager and submitted to City Council for approval on 9/11/2014. In the future the policy will be reviewed and approved as part of the City's budget document each year.

CITY OF CONCORD, NC

FINANCIAL POLICY - RESERVE FUNDS

Purpose:

Reserve funds will be established and maintained to ensure the continued delivery of City services. The City desires to maintain a prudent level of financial reserves to guard its citizens against service disruption in the event of unexpected temporary revenue shortfalls or unpredicted one-time expenditures. The reserves have been accumulated to provide stability and flexibility, to respond to unexpected adversity and/or opportunities, and to stabilize fluctuations in operations' cash flows and rates. Capital Reserve Funds are used to accumulate funds over time that will be used to complete capital projects, acquire major capital assets and support economic development projects.

General Fund Reserves:

Based upon GASB Statement 54, there may be up to five separate categories of fund balance, based on the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent: *nonspendable fund balance*, *restricted fund balance*, *committed fund balance*, *assigned fund balance*, and *unassigned fund balance*. The total of the last three categories, which include only resources without a constraint on spending or for which the constraint on spending is imposed by the government itself, is termed *unrestricted fund balance*.

The City will maintain adequate reserves of General Fund balance to:

- Insulate General Fund programs and current service levels from large and unanticipated one-time expenditure requirements, revenue reductions due to a change in state or federal legislation, adverse litigation or any similar unforeseen action.
- Temporarily insulate General Fund programs and current service levels from slower revenue growth that typically occurs during an economic recession.
- Maintain stable tax rates.
- Aid in long term financial and capital planning.
- Support economic development opportunities.
- Ensure creditworthiness or positive economic conditions to ensure the City maintains a high favorable bond rating.

The City recommends the following General Fund balance levels:

- The City will maintain an *unassigned* General Fund balance minimum between 30% and 35% of General Fund expenditures, which includes transfers.
- Unrestricted fund balance in the General Fund should be at a minimum no less than 3 months of regular general fund operating expenditures. Operating expenditures would not include capital outlay or transfers.
- The City will maintain a five year forecast to monitor projected fund balance levels.

- Per the North Carolina Local Government Commission’s recommendations, the City will compare their unassigned General Fund Balance to the average unassigned General Fund Balance numbers for electric cities with our population average. This amount can be found on the annual Cash, Taxes and Fund Balance Available statistical reports published by the Department of State Treasurer’s office. The benchmark will be to not fall below 40% of our city group average.

The City recommends the following uses of General Fund balance reserves:

- Any amount greater than the unassigned General Fund balance target is deemed available for transfer to the capital reserve account for future projects listed in the City’s Capital Improvement Plan, acquisition of major capital assets or to support future economic development projects. The City will evaluate each year to determine the amount available for transfer to the capital reserve fund. The City is not required to transfer the entire amount to the reserve fund. Staff will evaluate current economic conditions, the City’s forecast for the operating fund, the Capital Improvement Plan and any other relevant factors to determine an acceptable amount to be transferred. The City may elect to transfer no funds to the reserve. Any transfer to the capital reserve will be approved by City Council. The transfer will be determined after the previous year audit is complete and final numbers are available for review.
- Reserves should only be used for specific circumstances: responding to extreme events or emergencies, unanticipated one time expenditure requirements, to offset unanticipated revenue fluctuations occurring within a fiscal year, and one time outlays that the City Manager may recommend to City Council.
- All fund balance appropriations will be approved by City Council.
- These policies will be evaluated each year during the budget process to determine if amendments to the policy are needed.

The City’s plan to replenish fund balance levels that fall below the policy guidelines:

- The City will strive to replenish fund balance levels within 3 years.
- The following will be used to replenish reserve levels when available: non-recurring revenues, surplus of year-end revenues that exceed year-end expenditures, and departmental expenditure budget cuts.

Enterprise Fund Reserves – Electric, Water, Wastewater, Stormwater and Airport:

Enterprise funds distinguish between current and non-current assets and liabilities. The measure of working capital (i.e., current assets less current liabilities) indicates the relatively liquid portion of total enterprise fund capital, which constitutes a margin for meeting obligations. Working capital is a measure of available margin or buffer in enterprise funds. Enterprise funds should strive to maintain working capital equal to no less than 90 days of operating expenses.

The measure of liquidity helps to assess the ability of the City to sustain a strong financial position. The ratio of unrestricted cash and short term investments to current liabilities will be used to calculate the liquidity position in Enterprise Funds.

The City will maintain adequate reserves in Enterprise Funds to:

- Ensure stable services and fees.
- Aid in long term financial and capital planning.
- Ensure creditworthiness or positive economic conditions to ensure the City maintains a high favorable bond rating.
- Insulate Enterprise Fund operations and current service levels from large and unanticipated one-time expenditure requirements, a revenue reduction due to a change in state or federal legislation, adverse litigation or any similar unforeseen action.
- Temporarily insulate the Enterprise Fund operations and current service levels from slower revenue growth that typically occurs during an economic recession.

The City recommends the following Enterprise Fund reserve levels:

- The City will maintain a liquidity ratio of more than one to one.
- The City will maintain 90-days' worth of annual operating expenses.
- The City will maintain rate models to adequately forecast financial condition.

The City recommends the following uses of Enterprise Funds reserves:

- Any amount greater than the working capital target is deemed available for transfer to the capital reserve account for future projects listed in the City's Capital Improvement Plan, large capital asset purchases and economic development projects. The City will evaluate each year to determine the amount for transfer to the capital reserve fund. Staff will evaluate current economic conditions, the City's forecast and any other relevant factor to determine an acceptable amount to be transferred. The City may elect to transfer no funds to the reserve. Any transfer to the capital reserve will be approved by City Council. The transfer will be determined after the previous year audit is complete and final numbers are available for review.
- Reserves should only be used for specific circumstances: responding to extreme events or emergencies, unanticipated one time expenditure requirements, to offset unanticipated revenue fluctuations occurring within a fiscal year, and one time outlays that the City Manager may recommend to City Council.
- Funds will not be available for reserve transfers if working capital targets are not met in the operating fund.
- All retained earnings appropriations will be approved by City Council.
- These policies will be evaluated each year during the budget process to determine if amendments to the policy are needed.

The City's plan to replenish reserve levels that fall below the policy guidelines:

- The City will strive to replenish reserve levels within 3 years.
- The following will be used to replenish reserve levels when available: non-recurring revenues, surplus of year-end revenues that exceed year-end expenditures, rate adjustments, and departmental expenditure budget cuts.

Capital Project Reserves:

The capital project reserve fund shall be established to maintain and accumulate funds from transfers from the projects related operating fund. This fund shall be maintained to protect the existing assets of the City and ensure public access to City facilities and information while promoting community wide economic development. This fund shall only be used to pay for non-routine and one-time expenditures/expenses, such as land, buildings, construction, large capital outlay, technology improvements, etc. Normally, the following guidelines may be applied to determine if an expenditure/expense is classified as a capital reserve item.

- Construction & Maintenance – 10 year life
- Capital Asset or Vehicle – 10 year life
- Technology Improvements – 5 year life.

The City will maintain adequate capital project reserves to:

- Accumulate funds to acquire large capital assets and to fund various capital projects.
- Allows continued capital improvements during an economic recession or periods of revenue declines.
- Allow for funding of preliminary activities associated with large projects, such as engineering/planning activities.
- Aid in long term capital planning.
- Fund economic development opportunities.

The City recommends the following capital project reserve levels:

- If a Capital Reserve Fund is funded, the City will set a goal to maintain capital reserves of at least 5% of the operating revenue in each operating fund that is associated with the capital project reserve fund. This will be calculated by using the most recent audited financial report.
- The City will maintain a five year operating forecast/rate models to monitor projected reserve levels and to project future capital project funding needs.
- Reserve levels may fall below the recommended target with City Manager recommendation. This situation could arise if the City has an unexpected project that will benefit the community. The project would require City Council approval.

The City recommends the following uses of capital project reserves:

- Acquisition of a major capital asset that recurs irregularly with an estimated useful life of greater than one year. Normally, a major value is defined as greater than \$100,000.
- Major improvement that increases the value of a capital asset \$100,000, excluding reoccurring or routine maintenance projects.
- Funding for large infrastructure projects that exceed \$100,000.
- Economic development activities.
- Funding capital projects that will require longer than one year to complete. (Projects are approved by City Council.)
- The City Manager may recommend an item to City Council that may be classified as a project and funded from these reserves upon Council approval.

- All reserve appropriations will be approved by City Council.
- These policies will be evaluated each year during the budget process to determine if amendments to the policy are needed.

The City's plan to replenish capital project reserve levels that fall below the policy guidelines:

- The City will strive to replenish capital reserve levels within 3 years.
- Capital reserves are funded by transfers from their related operating funds. Surpluses above the reserve targets in each fund will be used to replenish reserve levels in the capital reserve fund.

Policy approved 6/17/2014 by City Manager and submitted to City Council for approval on 9/11/2014. In the future the policy will be reviewed and approved as part of the City's budget document each year.

CAPITAL IMPROVEMENT PLAN, BUDGET, AND FINANCIAL POLICY

I. PREPARATION OF THE CAPITAL IMPROVEMENT PLAN (CIP):

- A. The purpose of the capital improvement plan (CIP) is to forecast and match projected revenues and major capital needs over a five (5)-year period. Long-range capital planning is an important management tool, which strengthens the linkages between community infrastructure needs and the financial capacity of the City.
- B. All proposals for capital investment shall go through the capital planning process.
- C. Definition of appropriate capital items for inclusion on the CIP:
 - 1. Definition of a CIP capital expenditure – Expenditure of major value that recurs irregularly, results in the acquisition of a fixed asset, and has a useful life greater than one (1) year.
 - 2. As a rule of thumb, items to be included in the CIP include those which:
 - (a) Involve the acquisition, renovation, and/or construction of a single fixed asset greater than \$100,000
 - (b) involve any land purchases not associated with or included in another CIP project
 - (c) involve capital road maintenance or construction greater than \$100,000 – excluding recurring or routine maintenance projects
- D. Difference between departmental capital outlay items (in operating budget) and capital project outlay items (in CIP):
 - 1. Departmental capital items shall not be submitted as part of the CIP. Departmental capital items include:
 - (a) equipment/tools, furniture, office equipment such as computers and fax machines, minor remodeling, or other construction projects below \$100,000 (such items should be outlined in the “Capital Outlay” section of the operating budget request).
 - (b) all vehicles/rolling stock/machinery below \$100,000
 - 2. However, any upcoming, or 1st year costs associated with a CIP request shall be entered in the department’s operating budget request in order to ensure that 1st year CIP costs are noted and included in the Manager’s Recommended Budget.
- E. Inclusion of expenditures for maintenance and/or staffing in the CIP:
 - 1. All operating, maintenance, and personnel budget expenditures associated with the purchase of a CIP item shall be included and noted in the annual operating budget. However, for reporting and future expenditure forecasting purposes, the estimated additional expenditures on operating, maintenance, and personnel shall be included on all CIP requests.

II. ORGANIZATIONAL ISSUES:

- A. Departments are responsible for identifying, documenting, and justifying CIP requests. Departments are also responsible for obtaining project cost estimates and identifying appropriate revenue sources for the project (the Finance Dept. shall assist in identifying costs and appropriate revenue sources).
- B. The City Manager, in conjunction with the Finance Director and Budget staff, shall be responsible for coordinating the CIP process and submission of the CIP to the Mayor and City Council.
- C. A capital project selection committee shall be used to evaluate and recommend a ranking of proposed projects to the City Manager. This committee shall be comprised of:

City Manager, Deputy City Manager, Director of Planning & Neighborhood Development, Finance Director, Budget & Performance Manager, Budget Analyst, and Director of Engineering.

D. Council review, recommendation, and adoption of CIP:

1. The City Manager's Recommended CIP shall be submitted to the Mayor and City Council for their review and recommendation during the beginning stages of the annual budget process. **NOTE:** Governing Body recommendation of the CIP does not authorize money for any of the projects in the plan, but the recommendation by the Governing Body shall provide the City Manager direction to proceed with formulating the annual CIP and inclusion of first year CIP items in the City Manager's Recommended City Budget.
2. A Capital Projects Ordinance will be adopted by City Council with the City's Operating Budget establishing necessary project fund structures for CIP expenditures at the beginning of the fiscal year.

III. EVALUATION OF PROJECT MERIT:

- A. Proposed CIP items will be evaluated and ranked according to merit.
- B. Projects should generally be foreseen ahead of the time (preferably 2+ years) of need to allow time for planning long-term financing strategies or financing methods.

IV. FUNDING SOURCES:

- A. Debt will be considered for capital projects under the following circumstances:
 1. The capital item is a long-living (useful life greater than one (1) year) asset.
 2. The asset has a useful life expectancy that equals or exceeds the length of the debt financing period.
- B. The following types or combination of financing may be considered under the following circumstances:
 1. *Debt methods:*
 - (a) *General Obligation Bonds (G.O. Bonds)* – The capital item is used for a public facility or equipment that is a public good and that has no revenue-producing capability (e.g. streets and municipal buildings or structures). Generally, G.O. Bonds are only used for major General Fund projects.
 - (b) *2/3 General Obligation Bonds* – Without voter approval, G.O. Bonds may be issued annually on 2/3 of net G.O. debt reduction (principal retirement) in the prior year.
 - (c) *Revenue Bonds* -- The capital item is used for a non-public good in which a revenue stream is associated with the capital item (e.g. airport, water, wastewater, and electric system capital items).
 - (d) *Special Obligation Bonds (S.O. Bonds)* – S.O. Bonds may be used for solid waste management projects which can include equipment or facilities for construction of incinerators, land for recycling facilities, drainage collection and treatment systems for landfills, land and liners for landfills, monitoring wells, recycling equipment and facilities, and volume reduction equipment; can also be used for water/sewer projects
 - (e) *Special Assessments* – The capital item benefits only immediately adjacent property. Adjacent property owners pay the special assessments after the improvement is completed and its cost is known. Therefore, special assessments are not a method of capital financing, but rather a method of eventually paying for the improvements for which they are levied. Other sources of funds are needed to finance the improvements for which the assessments are later levied.

- (f) *Property Secured Debt* – The capital item can be secured as collateral itself. Includes lease or installment purchase transactions and certificates of participation (COPS) or limited obligation bonds (LOBS).
- 2. *Non-debt methods (Also referred to as Pay-as-you-go, or Pay-Go)*
 - (a) *Current revenues* – The capital item can be acquired through existing revenues.
 - (b) *Capital reserves* – The capital item can be funded from City Council designated taxes or revenue streams that are set aside in a separate fund.
 - (c) *Capital recovery, facility, or impact fees* – Capital items may be financed from charges to benefiting property owners for major infrastructure or facilities that benefit that property. Charges can be levied and collected before infrastructure is built.
 - (d) *Fund Balance* – The capital item can be funded with unassigned operating fund balances.
 - (e) *Grants* – Funding of the capital item was secured upon application of a governmental grant (examples might include CDBG or HOME grants, law enforcement grants, or EPA water quality grants.)
 - (f) *Gifts* – The capital item may be purchased or acquired with restricted or non-restricted donations by citizens or corporations.

C. *Debt Limits*

- 1. The City shall not exceed N.C.G.S. 159-55(c) limiting the amount of net bonded debt outstanding to 8% of appraised value of property subject to taxation, and
- 2. Annual G.O Bond debt service payments (principal and interest) shall not exceed 15% of the City's General Fund operating budget.

D. *Course of action in the event that the costs of a capital project are under or overestimated*

- 1. Underestimated –
 - (a) Review project scope and performance of contractor.
 - (b) Analyze need for more funding – i.e. cost overruns, unforeseen circumstances, new legal requirements.
 - (c) Execute budget transfers to obtain idle funds.
 - (d) Close out PO's to obtain additional funding from idle funds.
 - (e) Develop and present options with recommended action to the Governing Body.
- 2. Overestimated –
 - (a) Savings are reprogrammed in the next CIP.
 - (b) Analyze reasons for overestimation.

Authorized Positions

Bolded FY 2015-2016 figures represent **new/unfrozen position requests** and **frozen position** changes in the City's organizational structure. Changes made during the fiscal year by the City Council are not bolded.

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
General Government							
<i>(Public Services Administration)</i>							
Assistant City Manager	IV	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		1		1.00	1		1.00
<i>(City Manager's Office)</i>							
City Manager	S	1		1	1		1
Deputy City Manager	V	1		1	1		1
Public Affairs & Project Manager	112	1		1	1		1
City Clerk	109	1		1	1		1
Community Outreach Coordinator	109	1		1	1		1
Senior Executive Assistant	209	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		6		6.00	6		6.00
<i>(Risk Management)</i>							
Safety, Health & Risk Manager	113	1		1	1		1
Safety, Health & Risk Coordinator	210	2		2	2		2
		3.00		3.00	3.00		3.00
<i>(Human Resources)</i>							
Human Resources Director	II	1		1	1		1
Assistant Human Resources Director	113	1		1	1		1
Human Resources Analyst	109	1		1	1		1
Human Resources Supervisor	109	1		1	1		1
HR Wellness Coordinator	106	1		1	1		1
Benefits Specialist	208	1		1	1		1
Senior Administrative Assistant	206	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		7		7.00	7		7.00
<i>(Finance)</i>							
Finance Director	III	1		1	1		1
Deputy Finance Director	114	1		1	1		1
Finance Manager	113	1		1	1		1
Budget & Performance Manager	113	1		1	1		1
Budget Analyst	110	1		1	1		1
Accounting Supervisor (split with Housing)	109	0		0.25	0		0.25
Senior Accountant	108	2		2	2		2
Accounting Technician II	207	1		1	1		1
Accounts Payable Technician	207	3		3	3		3
Payroll Technician	207	<u>2</u>		<u>2</u>	<u>2</u>		<u>2</u>
		13		13.25	13		13.25
<i>(Tax)</i>							
Tax Collector/Collections Mgr (split with Utility Collections)	112	1		0.5	1		0.5
Accounting Technician II (reclass of 1 Deputy Tax Collector in FY16)	207	-		-	1		1
Business License Officer (reclassified to Customer Service Specialist & transferred to Customer Care)	207	1		1	-		-
Deputy Tax Collector	206	<u>3</u>		<u>3</u>	<u>2</u>		<u>2</u>
		5		4.5	4	0	3.5
<i>(Legal)</i>							
City Attorney	S	1		1	1		1
Deputy City Attorney	114	1		1	1		1
Assistant City Attorney	112	1		1	1		1
Paralegal	210	2		2	2		2
Legal Assistant	210	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		6		6.00	6		6.00
General Government Sub-total		41	0	40.75	40	0	39.75

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
Public Safety							
<i>(Police)</i>							
Police Chief	III	1		1	1		1
Deputy Police Chief	P6	1		1	1		1
Police Major	P5	3		3	3		3
Police Captain	P4	7		7	7		7
Police Sergeant	P3	25		25	25		25
Master Police Officer (.75 of MPO position budgeted to Parks and Rec)	P2	68		67.25	68		67.25
Police Officer (includes SRO positions) (1 new for City Hall in FY16)	P1	65		65	66		66
Police Crime Analyst (non-sworn)	209	1		1	1		1
Senior Executive Assistant (non-sworn)	209	1		1	1		1
Senior Administrative Assistant (non-sworn)	206	3		3	3		3
Senior Customer Service Representative (non-sworn)	207	2		2	2		2
Administrative Assistant (non-sworn)	205	2		2	2		2
Customer Service Representative (non-sworn)	204	10		10	10		10
Parking Enforcement Technician (non-sworn)	203	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		190		189.25	191		190.25
<i>(Code Enforcement)</i>							
Code Enforcement Manager	110	1		1	1		1
Senior Code Enforcement Officer	210	1		1	1		1
Code Enforcement Officer	207	<u>5</u>		<u>5</u>	<u>5</u>		<u>5</u>
		7		7.00	7		7.00
<i>(Emergency Communications)</i>							
Communications Director (position split with Radio Shop)	I	1		0.5	1		0.5
911 Telecommunications Center Manager	111	1		1	1		1
911 Shift Supervisor	210	4		4	4		4
Senior Telecommunicator	207	2		2	2		2
Telecommunicator	206	<u>14</u>	<u>4</u>	<u>15</u>	<u>14</u>	<u>4</u>	<u>15</u>
		22	4	22.50	22	4	22.50
<i>(Radio Shop)</i>							
Communications Director (position split with Communications)	I	-		0.5	-		0.5
Senior Communications Technician	209	2		2	2		2
Communications Technician	206	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		3		3.50	3		3.50
<i>(Fire)</i>							
Fire Chief	III	1		1	1		1
Deputy Fire Chief	F8	2		2	2		2
Battalion Chief	F7	6		6	6		6
Fire Captain	F6	39		39	39		39
Fire Lieutenant	F4	38		38	38		38
Logistics Officer	F4	1		1	1		1
Senior Firefighter	F3	16		16	16		16
Fire Engineer	F2	36		36	36		36
Firefighter	F1	39		39	39		39
Senior Executive Assistant	209	1		1	1		1
Administrative Assistant	205	<u>2</u>		<u>2</u>	<u>2</u>		<u>2</u>
		181		181	181		181
<i>(Fire - Prevention)</i>							
Division Chief	F7	1		1	1		1
Deputy Fire Marshal	F6	2		2	2		2
Assistant Fire Marshal	F5	<u>6</u>		<u>6</u>	<u>6</u>		<u>6</u>
		9		9.00	9		9.00
<i>(Fire - Training)</i>							
Division Chief	F7	1		1	1		1
Fire Captain (2 new FY16)	F6	<u>1</u>		<u>1</u>	3		3
		2		2.00	4		4.00
<i>(Emergency Mgt. - reports to City Manager's Office)</i>							
Emergency Management Coordinator	113	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
		1.00		1.00	1.00		1.00
Public Safety Sub-total		415	4	415.25	418	4	418.25
Public Works							
<i>(Streets & Traffic)</i>							
Transportation Director	III	1		1	1		1
Engineering Manager	113	1		1	1		1
Streets Superintendent	110	1		1	1		1
Project Engineer	111	1		1	1		1
GIS Analyst	211	2		2	2		2
Streets Crew Supervisor	210	4		4	4		4
Construction Inspector	208	1		1	1		1
CAD Technician	208	1		1	1		1
Senior Equipment Operator (1 new FY16)	207	5		5	6		6
Equipment Operator	205	5		5	5		5
Streets Maintenance Worker	204	5		5	5		5
		27		27.00	28		28.00
<i>(Traffic Signals)</i>							
Traffic Engineer	112	1		1	1		1
Staff Engineer	109	1		1	1		1
Traffic Signal Supervisor	211	1		1	1		1
Signal Technician	209	3		3	3		3
		6		6.00	6		6.00
<i>(Traffic Services)</i>							
Transportation Coordinator	109	1		1	1		1
Sign Technician II	208	2		2	2		2
Sign Technician I	206	2		2	2		2
		5		5.00	5		5.00
<i>(Solid Waste & Recycling)</i>							
Solid Waste Services Director	I	1		1	1		1
Solid Waste Project Manager	109	1		1	1		1
Solid Waste Superintendent	109	1		1	1		1
Education Specialist (split with Water and Stormwater)	106	1		0.5	1		0.5
Solid Waste Crew Supervisor (1 frozen since FY10)	210	2		2	2		2
Executive Assistant (split with Water)	208	-		0.5	-		0.5
Sr. Customer Service Specialist	208	1		1	1		1
Senior Equipment Operator	207	8		8	8		8
Solid Waste Compliance Inspector	205	1		1	1		1
Equipment Operator (2 positions frozen since FY11)	205	7		7	7		7
Solid Waste Worker	204	9		9	9		9
		32		32.00	32		32.00
<i>(Cemeteries - Buildings & Grounds)</i>							
Cemetery Maintenance Manager	109	1		1	1		1
Cemetery Crew Supervisor	208	2		2	2		2
Cemetery Maintenance Worker	203	5		5	5		5
		8		8.00	8		8.00
<i>(Fleet Services)</i>							
Fleet Services Director	I	1		1	1		1
Fleet Services Manager	108	1		1	1		1
Fleet Services Supervisor	210	1		1	1		1
Master Mechanic	209	1		1	1		1
Automotive Parts Supervisor	208	1		1	1		1
Executive Assistant	208	1		1	1		1
Fleet Mechanic (1 position frozen since FY13)	207	6		6	6		6
Automotive Parts Clerk	204	1		1	1		1
		13		13.00	13		13.00
Public Works Sub-total		91	0	91.00	92	0	92.00

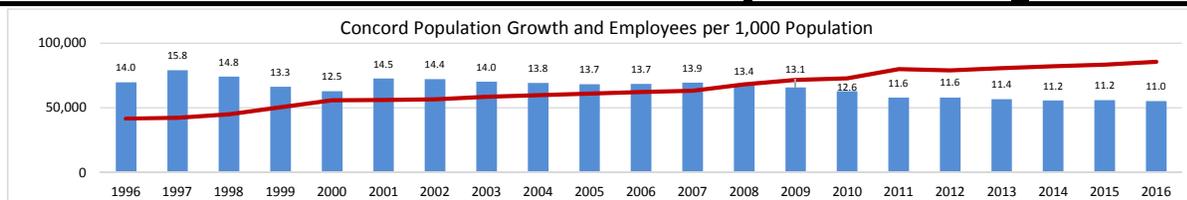
Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
Economic Development							
<i>(Planning & Neighborhood Development)</i>							
Planning & Community Development Director	II	1		1	1		1
Deputy Director of Planning & Community Development	114	1		1	1		1
Development Review Administrator	112	1		1	1		1
Planning & Development Manager	112	1		1	1		1
Community Development Manager	112	1		1	1		1
GIS Administrator	110	1		1	1		1
Senior Planner	110	4		4	4		4
Senior Executive Assistant	209	1		1	1		1
Clearwater Artist Studio Supervisor	207	-	1	0.5	-	1	0.7
Community Development Technician	206	1		1	1		1
Development Services Technician	204	2		2	2		2
		14	1	14.50	14	1	14.70
<i>(Economic Development)</i>							
Economic Development Coordinator	111	1		1	1		1
		1		1.00	1		1.00
Economic Development Sub-total		15	1	15.50	15	1	15.70
Parks & Recreation							
Parks & Recreation Director	II	1		1	1		1
Deputy Parks & Recreation Director	114	1		1	1		1
Parks & Recreation Coordinator	109	2		2	2		2
Master Police Officer/Park Ranger (other 0.25 FTE in Police)	P2	-		0.75	-		0.75
Parks & Recreation Supervisor	209	5		5	5		5
Senior Executive Assistant	209	1		1	1		1
Parks & Recreation Assistant Supervisor (1 new for FY16)	208	2		2	3		3
Parks & Recreation Specialist (1 position frozen since FY10)	207	2		2	2		2
Senior Administrative Assistant	206	2		1.75	2		1.75
Part-Time Rec Center Leader	202	-	12	4.5	-	12	4.5
		16	12	21	17	12	22.00
Parks & Recreation Sub-total		16	12	21.00	17	12	22.00
General Fund Sub-Total		578.0	17	583.5	582.0	17	587.7
Community Development Block Grant							
Federal Program Coordinator (split with Home)	110	-		0.1	-		0.2
Construction Coordinator	109	1		1	1		1
		1	0	1.10	1	0	1.20
CDBG Sub-total		1	0	1.10	1	0	1.20
Home Consortium							
Federal Program Coordinator (split with CDBG)	110	1		0.9	1		0.8
		1	0	0.90	1	0	0.80
Home Consortium Sub-total		1	0	0.90	1	0	0.80
Stormwater							
Water Resources Director (split with Water Resources & Wastewater)	III	-		0.34	-		0.34
Deputy Water Resources Director (split with Water & Wastewater)	114	1		0.34	1		0.34
Engineering Manager (split with Water & Wastewater)	113	-		0.33	-		0.33
Project Engineer	111	1		1	1		1
Senior GIS Coordinator (split with Water & Wastewater)	110	-		0.33	-		0.33
Water Resources Superintendent	110	1		1	1		1
Staff Engineer	109	1		1	1		1

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
Education Specialist (split with Solid Waste & Water)	106	-		0.25	-		0.25
Water Crew Supervisor	210	4		4	4		4
Executive Assistant (split with Water)	208	1		0.5	1		0.5
Technical Equipment Operator	208	3		3	3		3
Senior Equipment Operator	207	4		4	4		4
GIS Technician	207	1		1	1		1
Equipment Operator	205	2		2	2		2
Utility Services Worker	204	3		3	3		3
		22		22.09	22		22.09
Stormwater Sub-total		22	0	22.09	22	0	22.09
Electric Systems							
<i>(Electric Administration)</i>							
Electric Systems Director	III	1		1	1		1
Deputy Electric Systems Director	114	1		1	1		1
Executive Assistant	208	1		1	1		1
		3		3	3		3
<i>(Powerline Maintenance)</i>							
Electric Systems Coordinator II	111	1		1	1		1
Electric Systems Special Project Manager	111	1		1	1		1
Electric Systems Coordinator I	110	3		3	3		3
Electric Systems Technician II	208	6		6	6		6
Electric Systems Technician I	207	6		6	6		6
		17		17.00	17		17.00
<i>(Tree Trimming)</i>							
Electric Tree Trimming Supervisor	211	1		1	1		1
Electric Tree Trimming Crew Leader	209	2		2	2		2
Electric Tree Trimmer II	208	2		2	2		2
Electric Tree Trimmer I (1 position frozen since FY10)	207	2		2	2		2
		7		7.00	7		7.00
<i>(Electric Construction)</i>							
Electric Systems Coordinator II	111	2		2	2		2
Electric Safety Coordinator	107	1		1	1		1
Electric Construction Supervisor	211	7		7	7		7
Electric Systems Line Technician III	209	12		12	12		12
Electric Systems Line Technician II	208	5		5	5		5
Electric Systems Line Technician I	207	6		6	6		6
		33		33.00	33		33.00
<i>(Electric Engineering)</i>							
Electrical Engineer	112	1		1	1		1
Project Engineer (unfrozen for FY16)	111	-		-	1		1
GIS Supervisor	110	1		1	1		1
GIS Analyst (1 new position for FY16)	211	1		1	2		2
Electric Engineering Technician	209	2		2	2		2
		5		5.00	7		7.00
<i>(Utility Locate Services)</i>							
Electric Utility Locator Supervisor	211	1		1	1		1
Utility Locator	207	4		4	4		4
		5		5.00	5		5.00
Electric System Sub-total		70	0	70	72	0	72
Water Resources							
<i>(Hillgrove Water Treatment Plant)</i>							
Laboratory Coordinator (position shared with Coddle Creek WTP)	110	1		0.5	1		0.5
Treatment Plant Supervisor	110	1		1	1		1
W/WW Systems Technician	208	2		2	2		2
Water Treatment Plant Operator	208	8		8	8		8
Utility Systems Technician	207	2		2	2		2

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
Custodian	202	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		15		14.50	15		14.50
<i>(Coddle Creek Water Treatment Plant)</i>							
Laboratory Coordinator (position shared with Hillgrove WTP)	110	-		0.5	-		0.5
Treatment Plant Supervisor	110	1		1	1		1
Water Systems Supervisor	211	1		1	1		1
W/WW Systems Technician	208	3		3	3		3
Water Treatment Plant Operator	208	8		8	8		8
Utility Systems Technician	207	1		1	1		1
Custodian	202	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		15		15.50	15		15.50
<i>(Waterlines Operations & Maintenance)</i>							
Water Resources Director (split with Stormwater & Wastewater)	III	1		0.33	1		0.33
Deputy Water Resources Director (split with Stormwater & Wastewater)	114	-		0.33	-		0.33
Engineering Manager (split with Stormwater & Wastewater)	113	1		0.34	1		0.34
Water Treatment Plant Superintendent	112	1		1	1		1
Water Resources Superintendent	110	2		2	2		2
Senior GIS Coordinator (split with Stormwater & Wastewater)	110	1		0.34	1		0.34
Water Meter Services Supervisor	108	1		1	1		1
Water Backflow Prevention Administrator	108	1		1	1		1
Education Specialist (split with Solid Waste & Stormwater)	106	-		0.25	-		0.25
Water Crew Supervisor	210	5		5	5		5
Executive Assistant (1 position is split with Solid Waste, 1 position is split with Stormwater)	208	1		1	1		1
Senior Customer Service Specialist	208	1		1	1		1
GIS Technician	207	1		1	1		1
Senior Equipment Operator	207	4		4	4		4
Utility Services Technician	207	4		4	4		4
Administrative Assistant	205	1		1	1		1
Equipment Operator	205	4		4	4		4
Utility Services Worker (1 position frozen since FY10)	204	<u>7</u>		<u>7</u>	<u>7</u>		<u>7</u>
		36	0	34.59	36	0	34.59
Water Resources Sub-total		66	0	64.59	66	0	64.59
Public Transit							
Transit Manager	113	1		1	1		1
Transit Planner and Technology Coordinator	109	1		1	1		1
ADA Specialist (new for FY16)	109	-		-	1		1
Customer Service Representative	204	<u>1</u>	<u>1</u>	<u>1.70</u>	<u>1</u>	<u>1</u>	<u>1.70</u>
		3	1	3.70	4	1	4.70
Transit Sub-total		3	1	3.70	4	1	4.70
Wastewater Resources							
<i>(Wastewaterlines Operation & Maintenance)</i>							
Water Resources Director (split with Water & Stormwater)	III	-		0.33	-		0.33
Deputy Water Resources Director (split with Water & Stormwater)	114	-		0.33	-		0.33
Engineering Manager (split with Water & Stormwater)	113	-		0.33	-		0.33
Senior GIS Coordinator (split with Water & Stormwater)	110	-		0.33	-		0.33
Water Resources Superintendent	110	2		2	2		2
Wastewater System Compliance Officer	107	1		1	1		1
Water Crew Supervisor	210	5		5	5		5
W/WW Systems Supervisor	211	1		1	1		1
W/WW Systems Technician	208	1		1	1		1
Technical Equipment Operator	208	8		8	8		8
GIS Technician	207	1		1	1		1
Senior Equipment Operator	207	3		3	3		3
Equipment Operator	205	4		4	4		4
Utility Services Worker	204	<u>3</u>		<u>3</u>	<u>3</u>		<u>3</u>

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
		29		30.32	29		30.32
Wastewater Resources Sub-total		29	0	30.32	29	0	30.32
Aviation (Concord Regional Airport)							
Aviation Director	II	1		1	1		1
Administrative & Properties Manager	112	1		1	1		1
Aviation Operations Manager	112	1		1	1		1
Accounting Supervisor (frozen in FY15)	109	-		-	-		-
Aviation Coordinator	210	1		1	1		1
Aviation Supervisor	208	1		1	1		1
Executive Assistant	208	1		1	1		1
Airport Electrician	208	1		1	1		1
Aviation Service Worker Lead	207	4		4	4		4
Accounting Technician II	207	1		1	1		1
Airport Maintenance Mechanic	207	1		1	1		1
Senior Customer Service Representative (position frozen in FY14)	207	-		-	-		-
Aviation Service Worker	205	15		15	15		15
Customer Service Representative	204	6		6	6		6
Courier / Custodian (position frozen since FY11)	201	-		-	-		-
		34	0	34.00	34	0	34.00
Aviation Sub-total		34	0	34.00	34	0	34.00
Housing Department (HUD Funded)							
Housing Director	I	1		1	1		1
Housing Manager	111	1		1	1		1
Accounting Supervisor (split with Finance)	109	1		0.75	1		0.75
Housing Inspector/ Maintenance Supervisor	210	1		1	1		1
Senior Executive Assistant	209	1		1	1		1
Building Maintenance Mechanic II	208	3		3	3		3
Accounts Payable Technician (new for FY16)	207	-		-	-	1	0.5
Public Housing Specialist	205	1		1	1		1
Family Self-Sufficiency Specialist	205	-	1	0.63	-	1	0.63
Section 8 Housing Specialist	205	2		2	2		2
Resident Service Coordinator	204	1		1	1		1
Customer Service Representative	204	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		13	1	13.38	13	2	13.88
Housing Department Sub-total		13	1	13.38	13	2	13.88
Internal Services							
<i>(Utilities Collections)</i>							
Tax Collector/Collections Mgr (split with Tax)	112	-		0.5	-		0.5
Accounting Technician I	206	<u>4</u>		<u>4</u>	<u>4</u>		<u>4</u>
		4		4.50	4		4.50
<i>(Data Services)</i>							
GIS Coordinator	109	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		1		1.00	1		1.00
<i>(Billing)</i>							
Utility Billing Manager	109	1		1	1		1
Senior Meter Technician	209	1		1	1		1
Meter Technician	206	3		3	3		3
Utility Billing Specialist	206	<u>5</u>		<u>5</u>	<u>5</u>		<u>5</u>
		10		10.00	10		10.00
<i>(Customer Care)</i>							
Customer Service Manager	112	1		1	1		1
Customer Service Supervisor	210	2		2	2		2
Senior Meter Technician	209	1		1	1		1

Position	Salary Band	FY 2014-2015 (Amended)			FY 2015-2016 (Proposed)		
		Full-time	Perm. Part-time	FTE	Full-time	Perm. Part-time	FTE
Senior Customer Service Specialist (reclass 1 Customer Service Specialist position in FY16)	208	2		2	3		3
Meter Technician	206	4		4	4		4
Customer Service Specialist	205	15		15	15		15
		25		25.00	26		26.00
<i>(Engineering)</i>							
Engineering Director	III	1		1	1		1
Deputy City Engineer	114	1		1	1		1
Engineering Manager (position frozen in FY15)	113	-		-	-		-
Project Engineer	111	2		2	2		2
Engineering Construction Manager	111	1		1	1		1
Surveyor / Real Estate Manager	111	1		1	1		1
Engineer Coordinator	109	1		1	1		1
Engineering Construction Supervisor	107	1		1	1		1
Assistant Surveyor Supervisor	210	1		1	1		1
Building Construction Specialist	209	1		1	1		1
Senior Engineering Technician	209	1		1	1		1
Construction Inspector	208	4		4	4		4
Right of Way Agent	208	1		1	1		1
Executive Assistant	208	1		1	1		1
CAD Technician	208	2		2	2		2
Survey Technician II	207	2		2	2		2
Senior Administrative Assistant	206	1		1	1		1
Survey Technician I	205	<u>1</u>		<u>1</u>	<u>1</u>		<u>1</u>
		23		23.00	23		23.00
<i>(Purchasing)</i>							
Purchasing Manager	111	1		1	1		1
Warehouse Supervisor	210	1		1	1		1
Purchasing Technician	207	2		2	2		2
Warehouse Clerk	203	<u>3</u>		<u>3</u>	<u>3</u>		<u>3</u>
		7		7.00	7		7.00
<i>(Buildings & Grounds Maintenance)</i>							
Buildings and Grounds Director	I	1		1	1		1
Building Maintenance Manager	109	1		1	1		1
Grounds Maintenance Manager	109	1		1	1		1
Urban Forester	106	1		1	1		1
Building Maintenance Supervisor	210	2		2	2		2
Custodian Supervisor	209	1		1	1		1
Grounds Crew Supervisor	208	4		4	4		4
Maintenance Mechanic II	208	3		3	3		3
Maintenance Mechanic I	206	1		1	1		1
Grounds Maintenance Worker	203	15		15	15		15
Custodian (1 PT position frozen since FY10) (reclass of 1 PT to FT for FY16, add't PT hours)	202	<u>7</u>	<u>8</u>	<u>10.65</u>	<u>8</u>	<u>7</u>	<u>11.3</u>
		37	8	40.65	38	7	41.30
Internal Services Sub-total		107	8	111.15	109	7	112.8
TOTAL FULL-TIME EMPLOYEES		<u>924</u>			<u>933</u>		
TOTAL PERM. PART-TIME EMPLOYEES		<u>27</u>			<u>27</u>		
TOTAL FTE		<u>934.7</u>			<u>944.1</u>		



FY 2015-16 ADOPTED FEES, RATES AND CHARGES SCHEDULE

(Effective July 1, 2015 unless otherwise noted, or first applicable billing cycle for Utilities;
Fees subject to change by Council.)

ADMINISTRATIVE

City Code	\$100.00 Bound Copy \$ 75.00 Unbound Copy \$ 20.00 Renewal Subscription
Consideration of Utility, Solid Waste or Other Franchise Ordinance	\$500.00
Laser Printer Copies / Photocopies	
1-10 Copies	Free
11 or more Copies	\$ 0.25 photo copy or page printed

A special service charge may be required for extensive information technology or personnel required to respond to a public records request. Such charge shall be based on cost incurred by the City in generating the particular response in accordance with NCGS 132-6.2(b).

Child Support Payroll Administration Fee	\$ 2.00 each
Duplicate W-2's	\$ 5.00 each
Official Public Budget Document	\$ 50.00/book
Attorney's Fee	\$250.00/hr or reimbursement of contract actual cost
Paralegal Fee	\$ 95.00 per hour
Parking Deck Fee:	
Level 1.5	\$ 25.00/space/month
Level 3	\$ 15.00/space/month
Level 4	\$ 10.00/space/month
Discount	\$ 1.00/space/month on all singly-purchased blocks of 10 or more spaces <i>(\$5 late fee charged on all past due payments)</i>
Parking Deck Permit (City Employees only)	First parking permit free Replacement parking permit \$10.00
Encroachment/Permit for Sidewalk Dining	\$175.00
Encroachment/Banner Attachment	\$15.00 per banner
Payment by Credit Card	May be assessed by a third-party vendor a convenience fee for using this service.

Civil Penalty for Violating City Code, "(a)(1) Unless otherwise specifically provided, violation of any provision of this Code or any other city ordinance shall subject the offender to a civil penalty in the amount of \$500.00 or as specified in the then current Fees, Rates and Charges Schedule adopted as part of the City of Concord Annual Operating Budget; except, that where the General Statutes of North Carolina provide specific remedies for violations of provisions of this Code adopted pursuant to such statutes, such remedies available to the city for enforcement of this Code shall be in addition to the remedies hereinafter stated; except, that where the General Statutes of North Carolina provide specific remedies for violations of provisions of this Code adopted pursuant to such statutes, such remedies available to the city for enforcement of this Code shall be in addition to the remedies hereinafter stated. (4) Except as otherwise specifically provided, each day's continuing violation of any provision of this Code or any other city ordinance shall be a separate and distinct offense. (f)(3) (3) Any willful failure to pay any civil penalty imposed within this Code is a misdemeanor under G.S. § 14-4 and punishable by a fine of \$500.00 or 30 days in jail, or both."

Excerpts from Sec 1.6, Code of Ordinances of the City of Concord.

AVIATION

DAILY RATES

Category I	Remain Over Night (RON): \$15.00; Hangar In Common (HIC): \$30.00; Landing: \$12.00 All Cessna 100/200 Series Models, Tripacer, Colt, Comanche, Cherokee, Pacer, Musketeer, Bonanza, Mooney, Rockwell Commander, Lance, Arrow, Cirrus. Fuel purchase of 10 gallons will waive the RON.
Category II	RON: \$20.00; HIC: \$40.00; Landing: \$20.00 Cessna 310, 335, 336, 337, 401, 402, 411, 414, 421, - All 300's/400's, Aztec, Apache, Navajo, Twin Comanche, Duke, Baron, Duchess, Seminole, Seneca, AeroStar, Saratoga, Malibu. Fuel purchase of 25 gallons will waive the RON.
Category III	RON: \$25.00; HIC: \$50.00; Landing: \$50.00 Kingair, Twin Beech (D-18), Queenair, Aero/Grand Commander, Cheyenne, Turbo-Commander, Conquest, MU-2, Metroliner, Merlin, Caravan, Jetstream, Avanti, Palatus. Fuel purchase of 50 gallons will waive the RON.

Category IV	RON: 50.00; HIC: \$90.00; Landing: \$75.00; Ramp \$50.00. Lear, Citation, Jet-Commander, Saber-liner, Hansa, Lodestar, Westwind, Starship, Diamond, Beech Jet, Falcon 10, Astra, Premier, Beach 1900, Beachjet 400, Hawker 700, Hawker 800, Hawker 1000. Fuel purchase of 100 gallons will waive the RON/Ramp Fees.
Category V	RON: \$75.00; HIC: \$150.00; Landing: \$110.00; Ramp \$75.00. Falcon 20, 50, 200, 900, G-I, II, III, IV, V, Jetstar, DC-3, DH-8, Shorts 360, SAAB 340, Challenger, Twin Otter Challenger 601, Challenger 604, Regional Jet, EMB 120, ERJ 135, 145, Galaxy, ATR 42, Fokker 50. Fuel purchase of 200 gallons will waive the RON/Ramp Fees.
Category VI	RON: \$100.00; HIC: \$175.00; Ramp \$100.00. Landing: based on aircraft gross landing weight: (\$2 per 1,000 LBS) DC-8, DC-9, 727, 737, BAC1-11, Convair 440, 640, 580, MD80, Global Express, Saab 2000. Fuel purchase of 300 gallons will waive the RON/Ramp Fees.
Helicopters	RON: \$25.00; HIC: \$50.00; Landing: \$20.00. Fuel purchase of 10 gallons will waive the RON.

Aircraft Registered and paying tax in the City of Concord, but not based at CRA will receive based tenant landing/ ramp fees and fuel discount.

T-Hangar:	
Single Engine	\$ 45.00/day
Twin Engine - piston	\$ 50.00/day
King Air 90 and 100 series	\$ 75.00/day

MONTHLY RATES

Open Tie-Down:	
Category I	\$ 65.00/month
Category II	\$ 95.00/month
Category III	\$130.00/month
Category IV	\$180.00/month
Category V	\$230.00/month
Category VI	Negotiated
T-Hangars:	
T-10	\$255.00/month
T-40	\$285.00/month
T-50	\$390.00/month

Hangar In Common Monthly Rate starting at \$200.00 for a small single engine up to \$1,500.00 for a Gulfstream V. All aircraft larger than a Gulfstream V will be at a negotiable rate.

HIC - Helicopter (Jet Ranger, Hughes 500, Astar)	\$300.00/month
HIC - Helicopter (S-76, Bell 222)	\$375.00/month
Terminal Office Space	\$1.55 month/sq foot
HIC Office Space	\$1.50 month/sq foot
Modular Building Office Space	\$1.50 month/sq foot
Terminal Counter Space	\$200.00/month plus % of gross
Terminal General Merchandise	Negotiated Rate plus % of gross
Mailbox Rental	\$ 20.00
Advertising Agency Fee	Negotiated
Lobby Advertising	Negotiated

PRIVILEGE / OPERATING FEES:

(ALL COMMERCIAL AERONAUTICAL OPERATORS MUST ALSO HAVE WRITTEN AGREEMENT WITH CITY)

Fixed Base Operation – Full service (excluding fueling)	\$2,000.00 /month
Fixed Base Operation – Aircraft Airframe / Engine Maintenance	\$350.00/month
Fixed Base Operation – Specialized Repair (ie Avionics)	\$350.00/month
Fixed Base Operation – Aircraft Charter & Air Taxi	\$350.00/month
Fixed Base Operation – Air Cargo	\$250.00/month
Fixed Base Operation – Flight Training	\$325.00/month
Fixed Base Operation – Ground Classroom or Sim. Training	\$325.00/month
Fixed Base Operation – Banner Tow / Aerial Advertising	\$100.00 /day or \$50 per banner
Fixed Base Operation – Aircraft Management / Fractional	\$300.00 /month
Fixed Base Operation – Pilot Check Ride	\$50.00 /month
Fixed Base Operation – Aircraft Sales	\$300.00 /month
Fixed Base Operation – Aircraft Cleaning	\$300.00/month
Fixed Base Operation – Medical Services (Physicals)	\$100.00/month
Fixed Base Operation – Pilot Services	\$300.00 /month
Fixed Base Operation – Aircraft Rental	\$300.00 /month
Fixed Base Operation – Aircraft Ground Services	\$300.00 /month
Fixed Base Operation – Aircraft Line Services	\$300.00 /month
Fixed Base Operation – Aerial Photography	\$225.00/month
Fixed Base Operation – Other	Negotiated

Non-Based Operations - (no based aircraft or office space lease) \$400.00/ month minimum. Actual fee negotiated after review of proposed operations.

MISCELLANEOUS FEES

Commercial Aircraft Terminal Fee	\$300.00/operation
Commercial Aircraft Ramp Fee	\$350.00/aircraft arrival
Baggage Handling Fee	\$ 4.00/passenger (\$200.00 Minimum Charge)
Aircraft Tow	\$ 10.00 (Category I, II); \$14.00 (Category III, IV); \$20.00 (Category V)
Exclusively Leased or Privately Owned Hangar Aircraft Tow	\$15.00 (Category I, II); \$20.00 (Category III, IV); \$25.00 (Category V)
Auxiliary Power Unit	\$15.00 Engine Start Only; \$10.00/ 15min. of Continuous Use
Wash Rack	\$10.00 single; \$15.00 twin
Self-Maintenance Hangar	\$5.00/hour (Reservations required-more than 24 continuous hours requires Aviation Director approval)
Potable Water	\$20.00
Lavatory Service	\$60.00
T-Hangar Cleaning	\$75.00
Defueling Cart	\$15.00/day (No charge for first day use)
Re-coring tenant locks on T-hangars	\$75.00 (when tenant loses keys)
Extra keys	\$ 5.00 each for tenants
Helicopter Platforms	\$75.00/month or \$10.00/day
Blimp Mooring	\$60.00/day
Commercial Helicopter Shuttle	\$50.00/trip or \$100.00/day per helicopter
Terminal Conference Room	<u>Full room</u> \$200/day or \$100/half day; includes coffee service (can accommodate 24) <u>Half room</u> \$100/day or \$50/half day; includes coffee service (can accommodate 12)
Training room (Hangar A)	\$200.00/day or \$100/half day (can accommodate 50)
Catering Delivery	10% surcharge added to retail price of catering order
Catering Pick-up	25% surcharge added to retail price of catering order
Set up fee and clean up fee	\$50.00 (set up); \$50.00 (clean up)
Hangar Rental Special Events	\$750.00/day
Special Event Site Fee	\$500.00/day
Video Conferencing	\$50.00/hour
Xerox Copies	\$ 0.25/page
Fax Service	Local \$1.00/page; long distance \$2.00/page
Notary Public	\$ 3.00
Audio/Visual	\$20.00/day
Off-site Rent-a-car pick-up / drop-off	\$10.00 per car or \$500.00/month (Companies must submit activity report to City or \$500.00 will be charged)
Limousine	\$10.00/load or \$50.00/car/month
Shuttle Bus	\$10.00/load or \$50.00/bus/month
Taxi Cab	\$10.00/load or \$50.00 car/month
Annual operating decal fee for all limousine taxicab shuttle companies (fee is for unscheduled carriers)	\$50.00
City Assistance	\$25.00/hr minimum (includes administrative research and document preparation)
Aircraft Debris Removal (Accident)	\$200.00 minimum fee + \$75.00/hour
Loss Revenue (Accident)	TBD
Outside Vendor	Per event (percentage of gross or set fee)
Office Janitorial Service	\$10.00/day or \$100.00/month (vacuum, dust, and trash disposal)
Vacuum Rental	\$20.00
Fuel & Oil	Per fuel policy of minimum margin as set in budget
Self-Fueling Flowage Fees	Determined by an accounting study of Airport expenses
Terminal Lots Parking	\$3.00 per day/per vehicle

BADGING/ SECURITY PROCESSING FEES

Initial Airport ID Badge fee	\$10.00
Airport ID Badge Renewal Fee	\$5.00
Lost or expired (beyond 60 day) Badge Replacement	\$25.00
Airport Proximity Access card fee	\$10.00
Security Threat Assessment (STA) & CHRC processing	\$50.00 initial
SIDA Card STA annual processing fee	\$5.00 (due on badge anniversary date)

AOA Vehicle Inspection / Decal fee
Penalties for non-return of ID CARD:

\$12.00 (Annually)

i) A \$250.00 fee will be charged per badge against any Employer / Sponsor who fails to collect a Concord Regional Airport SIDA card from employee or contractor that is no longer employed or working at the airport.

ii) A \$25.00 fee will be charged per badge against any Employer / Sponsor who fails to collect a Concord Regional Airport ID (non-SIDA) card from an employee, aircraft owner, or contractor that is no longer employed or working at the airport

OTHER

- 1) Late Charge:
 - i) A late charge of 1 ½ percent is charged on all unpaid balances. A late fee applies if payment is not paid by the 26th day, in accordance with City of Concord Policy.
- 2) Security Deposits:
 - i) All hangar rentals are required to deposit an amount equal to one month's rental.
- 3) On Account (Monthly Fuel Billing):
 - i) All Customers wishing to bill fuel on account must sign a "Guarantee of Payment" and complete a "City of Concord Regional Airport Credit Application." Only those customers having a satisfactory credit rating are allowed to bill fuel on account.
- 4) Partial Payment Application:
 - i) Partial payments are applied first to the oldest invoices or any delinquent charges first, unless otherwise specified. Customer is responsible for remaining past due amounts and is subject to any liens or lease termination per Aircraft Storage Permit.
- 5) Check Cashing:
 - i) Checks are not accepted for accounts terminated due to non-payment and /or returned checks.
 - ii) No third party checks will be cashed.
- 6) Returned Check Charge:
 - i) There is a \$25.00 service charge for returned checks. It is the City of Concord's Policy to process Non-sufficient Funds (NSF) checks twice before being returned from the bank. If the City receives two NSF checks in a sixty-day (60) period, accounts are placed on and marked "CASH-ONLY" for a one (1) year period. "CASH-ONLY" status is reviewed after one year.
- 7) Credit Card Processing Fee for customers using a non-preferred card will be 3% charge on total credit card receipts.

CEMETERIES

OPENING AND CLOSING CHARGES*

Rutherford, West Concord and Oakwood

Weekdays

Arrival at the gravesite before 3:30 \$525.00

Arrival at gravesite at or after 3:30 \$625.00

No graveside services scheduled after 4:00 pm

Weekends/Holidays

Arrival at the gravesite before 3:00 \$800.00

Arrival at gravesite at or after 3:00 \$900.00

No graveside services scheduled after 3:30 pm

Cremains Section in West Concord

Weekdays

Arrival at the gravesite before 3:30 \$350.00

Arrival at the gravesite at or after 3:30 \$450.00

No graveside services scheduled after 4:00 pm

Weekends/Holidays

Arrival at the gravesite before 3:00 \$425.00

Arrival at the gravesite at or after 3:00 \$500.00

No graveside services scheduled after 3:30 pm

Infant Site in Rutherford, West Concord and Oakwood (up to 3')

Weekdays

Arrival at the gravesite before 3:30 \$300.00

Arrival at the gravesite at or after 3:30 \$400.00

No graveside services scheduled after 4:00 pm

Weekends/Holidays

Arrival at the gravesite before 3:30 \$450.00

Arrival at the gravesite at or after 3:30 \$750.00

No graveside services scheduled after 4:00 pm

Inurnment at Columbarium

Weekdays	\$100.00
Weekends/Holidays	\$150.00

Installation of oversized burial vaults (such as Poly Vaults) that fit within the allowed excavation area for a single standard, non-oversized grave (but require excavation beyond that required for a standard burial vault) - additional preparation fee of \$200.00.

Installation of oversized burial vaults containing oversized coffins, with dimensions that exceed the standard excavation boundaries, require BOTH the purchase of a second lot AND an additional preparation fee of \$200.00.

LOT FEES**

West Concord - Cremains Section only:	<i>Total</i>	<i>Current</i>	<i>Endowment***</i>
Resident	\$300.00	\$99.98	\$200.02
Non-Resident	\$400.00	\$133.32	\$266.68
Rutherford – Cemetery Lot Fee:			
Resident	<i>Total</i>	<i>Current</i>	<i>Endowment***</i>
1 grave lot	\$350.00	\$116.67	\$233.33
Non-Resident			
1 grave lot	\$500.00	\$166.67	\$333.33
Columbarium Niche:			
Resident	\$1,500.00		
Non-Resident	\$1,800.00		
Engrave Niche Cover	\$300.00		

NOTE: Lots must be marked within a year from burial.
 Infant grave price same as above.

*No Interment or Entombment Services on Christmas Day, Thanksgiving Day, or Easter Sunday. Interments and Entombments for Christmas Eve and New Years Eve must arrive in the Cemetery by 1:00 p.m.

**All burials utilizing an oversize coffin vault with dimensions that exceed the standard excavation boundaries must pay a fee equal to the cost of two (2) lots.

***Endowments are contributions toward the cost of lot mowing, as well as a fee for the one lot share of ordinary, general cemetery property upkeep.

CLEARWATER ARTIST STUDIOS

CLEARWATER GALLERY (2,249 SQ FT)

Hourly Event Rental Rates	
1 - 3 Hours	\$75.00/hour (2-hour minimum)
4 - 6 hours	\$70.00/hour
7 or more	\$50.00/hour
Refundable Cleaning Deposit	\$175.00
Refundable Security Deposit	\$100.00
Artwork Exhibit Takedown Fee (optional)	\$200.00

CLEARWATER MARKET AND/OR GREENSPACE

Half-Day (4-6 hours)	\$250.00
Full Day (8-10 hours)	\$500.00

DEFINITIONS:

Market = covered, outdoor "market" space + all paved parking areas.

Greenspace = green space between greenway and buildings for events; plus green lot on Cedar/Kerr Street for parking (if needed) and all paved parking areas. No access to indoor spaces or restrooms.

NOTE: If using BOTH the Market Space and Greenspace(s), fees double.
 Porta-Jon rental fee: \$100/per (1 minimum required); Clearwater/City arranges.

FUTURE CAFÉ SPACE

Half-Day (1-4 hours)	\$25.00
Full Day (4-8 hours)	\$50.00

STUDIO LEASE RATES

Up to 250 sq ft	\$4.50/sq ft per year
251-600 sq ft	\$4.25/sq ft per year
601-1,499 sq ft	\$4.00/sq ft per year
1,500+ sq ft	\$2.50/sq ft per year

ELECTRIC

This fee schedule contains all fee changes, revisions and additions that will become effective as of July 1, 2015. Please reference Chapter 59, Electric Systems and Services, Article II of the City's Code of Ordinances; Concord Technical Standards Manual, Chapter 6; and Customer Service Policies and Procedures for specific requirements, availability, and eligibility.

REBATES OFFERED

RESIDENTIAL HIGH EFFICIENCY HEAT PUMP REBATE PROGRAM:

The City is offering a \$400 rebate to residential customers who install new or replace an existing heating/air conditioning system with a high efficiency heat pump. For information on how to qualify for this rebate, contact the City's Electric Department at 704-920-5335.

RIDERS TO THE ELECTRIC RATES

The City Manager is authorized to approve periodic adjustments to the Purchase Power Adjustment, the Portfolio Standard Renewable Energy Rider, and the Renewable Energy Generation Rider when such adjustments are received from the City's wholesale energy provider(s).

PURCHASE POWER ADJUSTMENT RIDER

Availability:

The City reserves the right to charge a Purchase Power Adjustment at such time as the average cost of purchased power to the City deviates from the base cost of purchased power used in the design of the City's rate schedules and/or rider. This rider applies across all rate categories.

PORTFOLIO STANDARD RENEWABLE ENERGY RIDER (REPS)

Availability:

Service supplied to the City's retail customers is subject to a REPS monthly charge applied to each customer agreement for service on a residential, general service, or industrial service rate schedule. This charge is adjusted annually, pursuant to North Carolina General Statute 62-133.8 and North Carolina Utilities Commission Rate R8-67. This Rider is applicable to all rate categories with exception to agreements for the City's outdoor lighting rate schedules OL, PL, or FL, and also shall not apply to electric service(s) that are auxiliary to another contract between the City and the customer. An auxiliary service is defined as a non-demand metered non-residential service for the same customer at the same location.

The North Carolina Utilities Commission has ordered effective for service rendered on and after September 1, 2009 that a REPS Monthly Charge be included in the customers' bills. The current rates are as follows:

RESIDENTIAL SERVICE AGREEMENTS

REPS Monthly Charge \$0.37

GENERAL SERVICE AGREEMENTS

REPS Monthly Charge \$1.22

INDUSTRIAL SERVICE AGREEMENTS

REPS Monthly Charge \$5.12

EXTRA FACILITIES CHARGE RIDER:

Availability:

This Rider is applicable to any electric service(s) requiring the installed cost of extra facilities necessary to provide electric services.

A monthly "Extra Facilities" charge equal to 1.7% of the installed cost of extra facilities necessary for service, but not less than \$25, shall be billed to the Customer in addition to the bill under the appropriate rate schedule and this Rider, when applicable.

ECONOMIC DEVELOPMENT RIDER:

Availability:

This Rider is available only at the option and approval by the City Manager to nonresidential establishments receiving service from the City under Schedules 5-G, 6-GA, 7-I or TOU (as stated below). Customers must create a minimum new load of 300 kW with a load factor of 55% or greater at one delivery point.

Application of Credit:

Beginning with the Operational Date, a credit based on the percentages below will be applied to the total bill for the New Load contracted for under this Rider, calculated on the applicable rate schedule, including the Basic Facilities, Demand Charge, Energy Charge, or Minimum Bill excluding other applicable Riders, and excluding extra Facilities Charges.

Months 01 – 12	20%
Months 13 – 24	15%
Months 25 – 36	10%
Months 37 – 48	5%
After Month 48	0%

RENEWABLE ENERGY GENERATION RIDER

Availability:

Residential or business customers who operate an approved renewable energy generating system, located and used at the Customer's primary residence or business. The rated capacity of the generating system shall not exceed 20 kilowatts for a residential system or 2 megawatts for a non-residential system. This fee is applicable to all electric service of the same available type supplied at Customer's premises at one point of delivery through a one kilowatt-hour meter. The types of services are alternating current, 60 hertz, single phase 2 or 3 wires, or three phase 3 or 4 wires, at City's standard voltages.

RATES ¹ (One of the following two Rate options shall apply:

Option A

Administrative Charge	\$8.17 per month
Facilities Charge (if applicable – see Interconnection Facilities Charge)	\$8.03 per month

Interconnected to the City's System:

Capacity Credit	Variable Rate
All On-Peak Energy per On-Peak Month per kWh	2.01 ¢
All On-Peak Energy per Off-Peak Month per kWh	0.40 ¢
Energy Credit	Variable Rate
All On-Peak Energy per Month per kWh	4.69 ¢
All Off-Peak Energy per Month per kWh	3.69 ¢

Option B

Administrative Charge	\$8.17 per month
Facilities Charge (if applicable – see Interconnection Facilities Charge)	\$8.03 per month

Interconnected to the City's System:

Capacity Credit	Variable Rate
All On-Peak Energy per Summer Month per kWh	7.09 ¢
All On-Peak Energy per Non-Summer Month per kWh	1.09 ¢
Energy Credit	Variable Rate
All On-Peak Energy per Month per kWh	4.94 ¢
All Off-Peak Energy per Month per kWh	3.97 ¢

¹ Unless otherwise specified in the City's contract with the Customer, payment of credits under this Schedule do not convey to the City the right to renewable energy credits (REC's) associated with the energy delivered to the City by the Customer.

Renewable Energy Generator Application Fees – these fees are applicable for anyone who wishes to interconnect renewable energy generating facilities to the City of Concord's Electric System.

Small Inverter Process: a request to interconnect a certified inverter-based Generating Facility no larger than 20 kW for residential and no larger than 100kW for non-residential.

Residential	\$100.00
Non-residential	\$250.00

Fast Track Process – a request to interconnect a certified Generating Facility no larger than 2 MW, which meets the Fast Track Process criteria.

Generating Facilities larger than 20 kW but no larger than 100 kW	\$250.00
Generating Facilities larger than 100 kW but no larger than 2 MW	\$500.00

Study Process – a request to interconnect a certified Generating Facility that does not meet the criteria for the Fast Track Process or are larger than 2 MW. The City will provide an estimate of the Study Process fees once it receives and reviews a completed Interconnection Request form.

Study Deposit	\$1,000.00
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Change in Ownership of a Renewable Generator

Application Fee (non-refundable)	\$50.00
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RESIDENTIAL RATES:

RESIDENTIAL SERVICE RS

Availability:

This schedule is available only to customers dwelling in residences, condominiums, mobile homes, or individually-metered apartments which provide independent and permanent facilities complete for living, sleeping, eating, cooking, and sanitation.

Basic Charges	\$9.46
Energy Charges per kWh	
First 350*	9.1331¢
Over 350	9.1331¢

*For customers receiving Supplemental Security Income (SSI) and who are blind, disabled, or 65 years of age or over, the rate for the first 350 kWh used per month shall be 7.194¢ per kWh. The present maximum discount to customers being served under this provision is \$5.62 per month.

RESIDENTIAL SERVICE RE (ELECTRIC WATER HEATING AND SPACE CONDITIONING)

Availability:

This rate is available only to customers dwelling in residences, condominiums, mobile homes, or individually-metered apartments which provide independent and permanent facilities for living, sleeping, eating, cooking, and sanitation. In addition, all energy required for all water heating, cooking, clothes drying, and environmental space conditioning must be supplied electrically, and all electric energy used in such dwelling must be recorded through a single meter.

Basic Charges	\$9.46
Energy Charges per kWh (July-October)	
First 350*	9.1331¢
Over 350	9.1331¢
Energy Charges per kWh (November-June)	
First 350*	9.1331¢
Over 350	8.2582¢

*For customers receiving Supplemental Security Income (SSI) and who are blind, disabled, or 65 years of age or over, the rate for the first 350 kWh used per month shall be 7.194¢ per kWh. The present maximum discount to customers being served under this provision is \$5.62 per month.

RESIDENTIAL SERVICE ENERGY STAR (ES)

Availability:

Available only to customers dwelling in residences, condominiums, mobile homes, or individually-metered apartments which provide independent and permanent facilities complete for living, sleeping, eating, cooking, and sanitation, and which are certified to meet the standards of the Energy Star program of the United States Department of Energy and Environmental Protection Agency. To qualify for service under this Schedule, compliance with the Energy Star standards must be verified by a third party independent Home Energy Rating System (HERS) rater working for an approved HERS provider. See Chapter 59, Section 48 of the City's Code of Ordinance for qualification guidelines.

	Standard*	All-Electric**
Basic Facilities Charge per month	9.46	9.46
Energy Charges (July-October)		
First 350 kWh used	9.1331¢ per kWh	9.1331¢ per kWh
Over 350 kWh used	8.67¢ per kWh	8.67¢ per kWh
Energy Charges (November – June)		
First 350 kWh used	9.1331¢ per kWh	9.1331¢ per kWh
Over 350 kWh used	8.67¢ per kWh	7.86¢ per kWh

*Standard rate above is applicable to residences where the Energy Star standards are met, irrespective of the source of energy used for water heating or environmental space conditioning.

** All-Electric rate above is applicable to residences where the Energy Star standards are met and all energy required for all water heating cooking, clothes drying and environmental space conditioning is supplied electrically, except that which may be supplied by non-fossil sources such as solar.

OUTDOOR, STREET, AND TRAFFIC SIGNAL LIGHTING RATES:

OUTDOOR LIGHTING SERVICE (OL) – RENTAL

Availability:

This monthly rental service is available to light outdoor areas, private streets, and private driveways by means of light emitting diode (LED) metal halide, sodium vapor, or other area lighting units only, as supplied by the City. This rental service is not available to light public, dedicated streets or highways.

HID Lighting

	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
100 watts ⁽¹⁾	\$8.42	\$15.13	\$19.90
150 watts (HPSV) ⁽¹⁾	\$10.14	\$16.85	\$21.62
175 watts (metal halide) ⁽¹⁾	\$10.70	N/A	N/A
175 watts (Mercury Vapor) ⁽¹⁾	\$8.59 ⁽¹⁾	\$17.41	\$22.18
250 watts (HPSV) ⁽¹⁾	\$11.80	\$18.51	\$23.28
250 watts (mercury vapor) ⁽¹⁾	\$11.80 ⁽¹⁾	\$18.51	\$23.28
400 watts (HPSV) ⁽¹⁾	\$14.12	\$20.83	\$25.60
400 watts (mercury vapor) ⁽¹⁾	\$14.12 ⁽¹⁾	\$20.83	\$25.60
400 watts (metal halide) ⁽¹⁾	\$17.46	\$24.17	\$28.94
1000 watts (mercury vapor) ⁽¹⁾	\$27.39	\$34.10	\$38.87
1000 watts (HPSV) ⁽¹⁾	\$29.66	\$36.37	\$41.14
1000 watts (metal halide) ⁽¹⁾	\$33.07	\$39.78	\$44.55

⁽¹⁾ These units are no longer available for replacement or new installations. Rate applies to existing installations.

LED Lighting

	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
50 watts (Area)	\$7.58	\$14.29	\$19.06
65 watts (Area)	\$8.52	\$15.23	\$20.00
75 watts (Area)	\$9.13	\$15.84	\$20.61
100 watts (Area)	\$9.96	\$16.67	\$21.37
160 watts (Area)	\$10.62	\$17.33	\$22.10
215 watts (Area)	\$13.09	\$19.80	\$24.57
315 watts (Area)	\$18.90	\$25.67	\$30.44

FLOOD LIGHTING (FL) SERVICE

Availability:

This monthly rental service is available to light outdoor areas, private streets, and private driveways by means of light emitting diode (LED) metal halide, sodium vapor, or other area lighting units only, as supplied by the City. This rental service is not available to light public, dedicated streets or highways.

HID Lighting

	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
250w (HPSV) ⁽¹⁾	\$14.34	\$21.05	\$25.82
400w (HPSV) ⁽¹⁾	\$15.71	\$22.42	\$27.19
400w (Metal Halide) ⁽¹⁾	\$17.63	\$24.34	\$29.11

⁽¹⁾ These units are no longer available for replacement installations. Rate applies to existing.

LED Lighting

	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
130w (LED)	\$14.34	\$21.05	\$25.82
240w (LED)	\$17.63	\$24.34	\$29.11

Special Conditions:

Rental fees include a 30-foot high Class 5 pole supplied by the City. Customers requesting a pole more than 30 feet high shall pay in advance the actual difference in cost between the 30-foot Class 5 pole and the pole requested. Luminaires installed remain the property of the City, which will maintain the luminaires.

Additional monthly charges for underground conductors (OL/FL Rate):

0-150 feet \$0.35
 150-250 feet \$0.75

This fee will be added to the base rate.

Additional monthly charges pertaining to Outdoor Lighting Rates:

Additional monthly charge of \$5.70 for wooden pole without luminaire

PUBLIC LIGHTING (PL) SERVICE RATE SCHEDULE

Availability:

Available only for the purposes of lighting streets, highways, parks and other public places for municipal, county, state and federal governments at locations inside the municipal limits on the City's distribution system. This schedule is not available for service to non-governmental entities.

HID Lighting

	Rate (PL Base) Existing	Rate New Wooden Pole	Rate New Wooden Pole (underground)
100 watts ⁽¹⁾	\$7.47	N/A	N/A
150 watts (HPSV) ⁽¹⁾	\$9.20	N/A	N/A
175 watts (metal halide) ⁽¹⁾	\$9.64	N/A	N/A
175 watts ⁽¹⁾	\$7.63	N/A	N/A
250 watts (mercury vapor) ⁽¹⁾	\$9.76	N/A	N/A
250 watts (HPSV) ⁽²⁾	\$10.86	\$18.51	\$23.28
400 watts (HPSV) ⁽²⁾	\$13.20	\$20.83	\$25.60
400 watts (mercury vapor) ⁽¹⁾	\$10.09	N/A	N/A
400 watts (metal halide)	\$16.17	\$17.63	N/A
1000 watts (HPSV) ⁽¹⁾	\$26.40	N/A	N/A
1000 watts (metal halide) ⁽¹⁾	\$29.93	N/A	N/A

⁽¹⁾These units are no longer available for replacement or new installations. Rate applies to existing installations.

⁽²⁾ Roadway use only

LED Lighting

	Rate Existing Wood Pole	Rate New Wooden Pole	Rate New Wooden Pole Served Underground
50 watts (Area)	\$6.72	\$13.43	\$18.20
65 watts (Area)	\$7.70	\$14.41	\$19.18
75 watts (Area)	\$8.44	\$15.15	\$19.92
100 watts (Area)	\$9.56	\$16.27	\$21.04
160 watts (Area)	\$10.13	\$16.84	\$21.61
215 watts (Area)	\$12.12	\$18.83	\$23.60
315 watts (Area)	\$17.75	\$24.46	\$29.23

FLOOD LIGHTING (PL-FL) SERVICE

Availability:

This monthly rental service is available to light outdoor areas, private streets, and private driveways by means of light emitting diode (LED) metal halide, sodium vapor, or other area lighting units only, as supplied by the City. This rental service is not available to light public, dedicated streets or highways.

HID Lighting

	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
250w (HPSV) ⁽¹⁾	\$14.34	\$21.05	\$25.82
400w (HPSV) ⁽¹⁾	\$15.71	\$22.42	\$27.19

400w (Metal Halide) ⁽¹⁾	\$17.63	\$24.34	\$29.11
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⁽¹⁾ These units are no longer available for replacement installations. Rate applies to existing.

<u>LED Lighting</u>	Rate Existing Wooden Pole	Rate New Wooden Pole	Rate New Wood Pole Served Underground
130w (LED)	\$14.34	\$21.05	\$25.82
240w (LED)	\$17.63	\$24.34	\$29.11

Special Conditions:

Rental fees include a 30-foot high Class 5 pole supplied by the City. Customers requesting a pole more than 30 feet high shall pay in advance the actual difference in cost between the 30-foot Class 5 pole and the pole requested. Luminaires installed remain the property of the City, which will maintain the luminaires.

Underground charges:

Depending upon the electrical source and distance of the underground cable, additional underground charges may apply. These charges are calculated on the average distance of underground conductor per pole. A charge of \$0.07 per 10 foot increment per pole is charged for the distance exceeding 150 ft. per pole. This fee will be added to the base rate.

Decorative Luminaires and/or poles:

Decorative luminaires and/or poles can be installed upon request, at the City's option, at the basic rates plus an extra monthly charge equal to 1.4% of the estimated installed cost difference between the luminaire and pole requested and the equivalent standard base rate luminaire and pole. The calculated monthly rate will be in effect for the life of the service.

Contract period for all luminaires:

- a) Three years for all luminaires designated as standard by the City and bracket mounted on standard poles.
- b) Ten years for all luminaires designated as decorative by the City and for all standard luminaires mounted on supports other than standards wooden poles.

PERSONNEL AND EQUIPMENT CHARGES/FEEES

Request for relocation of existing facilities or damage to existing facilities will be charged at the following rates:

All personnel will be billed at salary cost including 32% benefits and overhead.

All equipment will be billed at prevailing FEMA rates in effect at the time of the work order completion.

Engineering/Project Management costs for all jobs will be billed as a flat 10% of the project cost.

Warehousing costs will be billed as a flat fee of 10% of all materials used in the project.

TRAFFIC SIGNAL SERVICE (TS)

Availability:

Available only to municipalities in which the City owns and operates the electric distribution system, and to county, state and federal authorities in areas served by the City, for the energy requirements of traffic and safety signal systems.

Basic Facilities charge	\$3.91
First 50 kWh	16.8322¢ per kWh
Over 50	8.0177¢ per kWh

NON-RESIDENTIAL RATES:

Unless otherwise noted under each rate schedule, all categories under Non-Residential Rates are subject to a Billing Demand, a Minimum Bill requirement and a Power Factor Correction charge as outlined below:

Billing Demand: The Billing Demand each month shall be the largest of the following:

- The maximum integrated thirty-minute demand in the previous 12 months including the month for which the bill is rendered.
- Fifty percent (50%) of the contract demand
- 30 kilowatts (KW)

Minimum Bill: The minimum bill shall be the bill calculated on the applicable rate including the Basic Facilities Charge, Demand Charge and Energy Charge, but the bill shall not be less than the amount determined as shown below according to the type of minimum selected by the City. Some rate schedules have different Minimum Bills, as noted below.

- Monthly - \$1.79 per KW per month of Contract Demand
If the customer's measured demand exceeds the contract demand, the City may, at any time establish the minimum based on the maximum integrated demand in the previous 12 months including the month for which the bill is rendered, instead of the Contract Demand.
- Annual - \$35.88 per KW per year of Contract Demand
The City may choose the Annual Charge option if the customer's service is seasonal or erratic, or it may offer the customer a monthly minimum option. Unless otherwise specified in the contract, the billing procedure for annual minimums will be as follows:

For each month of the contract year when energy is used, a monthly bill will be calculated on the rate above. For each month of the contract year when no energy is used, no monthly amount will be billed. The bill for the last month of the contract year will be determined as follows:

- If the total of the charges for 12 months exceeds the annual minimum, the last bill of the contract year will include only the charge for that month.
- If the total of the charges for 12 months is less than the annual minimum, the last bill of the contract year will include an amount necessary to satisfy the annual minimum.

Power Factor Correction: When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing by the average power factor in percent for that month.

GENERAL SERVICE 5-G

Availability:

Available to the contracting Customer(s) in a single enterprise, located entirely on a single, contiguous premise. This Schedule is not available to the individual customer that qualifies for a residential or industrial schedule, nor for auxiliary or breakdown service.

Basic Facilities Charge	\$18.20
Plus Demand Charge	
First 30 kW of billing demand	No charge
For all over 30 kW of billing demand	\$3.77
Plus Energy Charge	
First 125 kWh per kW billing demand per month	
First 3000	11.4193¢ per kWh
Next 87,000	6.8575¢ per kWh
Over 90,000	6.6266¢ per kWh
Next 275 kWh per kW billing demand per month	
First 6000	6.5456¢ per kWh
Next 134,000	5.8177¢ per kWh
Over 140,000	5.5867¢ per kWh
All over 400 kWh per kW billing demand	
All kWh	5.4712¢ per kWh

Rates subject to Billing Demand, Minimum Bill requirement, and Power Factor Correction as outlined above.

GENERAL SERVICE 5_GB (not available to new customers)

Basic facilities charge	\$19.28
Plus Energy Charge	
First 125 kWh per kW billing demand per month	<u>General Service</u>
First 3000	12.7114¢ per kWh
Next 87,000	11.3566¢ per kWh
Over 90,000	10.2969¢ per kWh
Next 275 kWh per kW billing demand per month	
First 6000	8.5264¢ per kWh
Next 134,000	7.1045¢ per kWh
Over 140,000	6.1120¢ per kWh
All over 400 kWh per kW billing demand	
All kWh	5.8571¢ per kWh

This rate is not subject to Billing Demand, however the Power Factor Correction applies as outlined above. The calculation of Minimum Bill for General Service 5-GB shall be the bill calculated on the applicable rate including the Basic Facilities Charge and Energy Charge, but the bill shall not be less than the Basic Facilities Charge.

GENERAL SERVICE, ALL ELECTRIC 6-GA

Availability:

Available only to establishments in which environmental space conditioning is required and all energy for all such conditioning (heating and cooling) is supplied electrically through the same meter as all other electric energy used in the establishment. However, if any such establishment contains residential housekeeping units, all energy for all water heating and cooking for such units is also supplied electrically.

Basic facilities charge		\$18.20	
Plus demand charge			
First 30 kW of billing demand per month		No charge	
All over 30 kW billing demand per month		\$3.77/kW	
Plus energy charge			
First 125 kWh per kW billing demand per month	April-Nov		December-March
First 3,000	11.4193¢ per kWh		11.0961¢ per kWh
Next 87,000	6.8575¢ per kWh		6.6695¢ per kWh
Over 90,000	6.6266¢ per kWh		6.4456¢ per kWh
Next 275 kWh per kW billing demand per month			
First 6,000	6.5456¢ per kWh		6.3670¢ per kWh
Next 134,000	5.8177¢ per kWh		5.6607¢ per kWh
Over 140,000	5.5867¢ per kWh		5.4366¢ per kWh
Next 400 kWh per kW billing demand per month			
All kWh	5.4712¢ per kWh		5.3244¢ per kWh

This rate is subject to the Minimum Bill requirement and the Power Factor Correction as outlined above. The Billing Demand each month for this rate schedule shall be the largest of the following:

- The maximum integrated thirty-minute demand measured during the month for which the bill is rendered
- Fifty percent (50%) of the maximum integrated thirty-minute demand in the previous 12 months including the month for which the bill is rendered
- Fifty percent (50%) of the contract demand
- 15 Kilowatts (KW)

INDUSTRIAL SERVICE 7-I

Availability:

Available only to establishments classified as "Manufacturing Industries" by the North American Industrial Classification System (NAICS) Manual published by the Executive Office of the President, Office of Management and Budget, National Technical Information Service, U. S. Department of Commerce (most current edition).

Basic Facilities Charge		\$18.54	
Plus demand charge			
First 30 kW of billing demand per month		No charge	
Over 30 kW billing demand per month		\$3.62 per kW	
Plus energy charge			
First 125 kWh per kW billing demand per month			
First 3,000		10.7612¢ per kWh	
Next 87,000		6.3924¢ per kWh	
Over 90,000		6.1714¢ per kWh	
Next 275 kWh per kW billing demand per month			
First 140,000		5.3967¢ per kWh	
Over 140,000		5.1755¢ per kWh	
Over 400 kWh per kW billing demand per month			
All kWh		5.0648¢ per kWh	

This rate is subject to the Minimum Bill requirement and the Power Factor Correction as outlined above. The Billing Demand each month for this rate schedule shall be as follows:

For establishments served under this schedule where environmental space conditions is required and all energy for all such conditioning (heating and cooling) is supplied electrically through the same meter as all other energy used in the establishment, the Billing Demand each month shall be the largest of the following:

- The maximum integrated thirty-minute demand measured during the month for which the bill is rendered
- Fifty percent (50%) of the maximum integrated thirty-minute demand in the previous 12 months including the month for which the bill is rendered

- Fifty percent (50%) of the contract demand
- 15 Kilowatts (KW)

For all other customers served under this schedule, the Billing Demand each month shall be the largest of the following:

- The maximum integrated thirty-minute demand in the previous 12 months including the month for which the bill is rendered
- Fifty percent (50%) of the Contract Demand
- 30 kilowatts (KW)

BUILDING CONSTRUCTION SERVICE 9-BC

Availability:

Available only as temporary service to builders for use in construction of buildings or other establishments, which will receive, upon completion, permanent electric service from the City. This Schedule is not available for permanent service to any building or other establishment, or for service to construction projects of types other than those described above. This Schedule is not available to owner-occupied dwellings. This Schedule is not available to rock crushers, asphalt plants, carnivals, fairs, or other non-permanent connections. Such service will be provided on the City's General Service Schedule.

Basic Facilities Charge	\$18.54
First 50 kWh per month	8.7754¢ per kWh
Over 50 kWh per month	6.8919¢ per kWh

This rate is not subject to Billing Demand or Power Factor Correction. The Minimum Bill requirement is \$10.67 per month.

Other Charges:

There will be no charge for connection and disconnection of the temporary service if the builder accepts delivery at a point where the City deems such delivery feasible; otherwise, there will be a charge as follows: Overhead service conductors, transformers and line extensions necessary to serve such requirements will be erected and dismantled at actual cost subject to credit for facilities which may remain in permanent service. The actual cost shall include payroll, transportation, and miscellaneous expense for both erection and dismantling of the temporary facilities, plus cost of material used, less the salvage value of the material removed.

TIME OF USE AND MISCELLANEOUS RATES:

GENERAL SERVICE TOU

Availability:

This schedule is available only to non-residential Customers requiring electrical loads having a demand greater than or equal to 100kW during at least three months of a twelve-month period and an average annual load factor of at least 55%. Service under this Schedule should be used for a Customer with a single enterprise located entirely on a single, continuous premise.

Basic facilities charge	\$46.22	
Demand Charge	Summer Months <u>June-Sept.</u>	Winter Months <u>Oct.-May</u>
On-Peak Demand Charge per month	\$13.29 per KW	\$8.67 per KW
Economy Demand Charge	\$ 1.16 per KW	\$1.16 per KW
Energy Charge		
All On-Peak Energy per month	8.0568¢ per kWh	7.8002¢ per kWh
All Off-Peak Energy per month	4.5930¢ per kWh	4.3364¢ per kWh
On-Peak and Off-Peak Hours	Summer Months <u>June-Sept.</u>	Winter Months <u>Oct.-May</u>
On-Peak Period Hours	1:00 p.m. – 7:00 p.m. Monday-Friday	6:00 a.m.–9:00 a.m. Monday-Friday
Off-Peak Period Hours	All other weekday hours and all Sunday and Saturday hours.	

This rate is subject to Billing Demand, Minimum Bill and Power Factor Correction as outlined below.

The Billing Demand each month for this rate schedule shall be calculated by combining the following two Billing Demands, Economy and On-Peak:

The On- Peak Billing Demand each month shall be the largest of the following:

- The maximum integrated thirty-minute demand measured during the on peak period during the month for which the bill is rendered
- 15 kilowatts (KW)

The monthly Economy Demand shall be defined as the difference between the monthly off-peak demand and the monthly on-peak demand. The monthly Economy Demand shall not be less than zero.

Minimum Bill: The Minimum Bill shall be the bill calculated on the rate above, including the Basic Facilities Charge, Demand Charge and Energy Charge.

Power Factor Correction: When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing by the average power factor in percent for that month.

INDUSTRIAL SERVICE TOU

Availability:

This schedule is available only to Industrial Customers requesting electric service having loads with a demand greater than or equal to 100kW during at least three months of a twelve-month period and an average annual load factor of at least 55%. Service under this Schedule should be used for a Customer with a single enterprise located entirely on a single, continuous premise.

Basic facilities charge	\$47.09	
Demand Charge	Summer Months <u>June-Sept.</u>	Winter Months <u>Oct.-May</u>
On-Peak Demand Charge per month	\$12.95 per KW	\$8.24 per KW
Economy Demand Charge	\$ 1.18 per KW	\$1.18 per KW
Energy Charge		
All On-Peak Energy per month	8.3503¢ per kWh	8.2084¢ per kWh
All Off-Peak Energy per month	4.5161¢ per kWh	4.3740¢ per kWh
On-Peak and Off-Peak Hours	Summer Months <u>June-Sept.</u>	Winter Months <u>Oct.-May</u>
On-Peak Period Hours	1:00 p.m.–7:00 p.m. Monday-Friday	6:00 a.m.–9:00 a.m. Monday-Friday
Off-Peak Period Hours	All other weekday hours and all Sunday and Saturday hours.	

This rate is subject to Billing Demand, Minimum Bill, and Power Factor Correction as outlined below.

The Billing Demand each month for this rate schedule shall be calculated by combining the following two Billing Demands, Economy and On-peak:

The On- Peak Billing Demand each month shall be the largest of the following:

- The maximum integrated thirty-minute demand measured during the on peak period during the month for which the bill is rendered
- 15 kilowatts (KW)

The monthly Economy Demand shall be defined as the difference between the monthly off-peak demand and the monthly on-peak demand. The monthly Economy Demand shall not be less than zero.

Minimum Bill: The Minimum Bill shall be the bill calculated on the rate above, including the Basic Facilities Charge, Demand Charge and Energy Charge.

Power Factor Correction: When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing by the average power factor in percent for that month.

LARGE GENERAL INDUSTRIAL SERVICE TOU

Availability:

Available only to non-residential loads with a demand greater than or equal to 2000 kW during at least four months of a twelve-month period. Service under this Schedule should be used for a Customer with a single enterprise located entirely on a single, contiguous premise.

Basic facilities charge	\$46.22
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Plus Demand Charge	Summer Months <u>June 1 -Sept.30</u>	Winter Months <u>Oct 1 –May 31</u>
On-Peak Demand Charge per month	\$53.57 per KW	\$0.00 per KW
Economy Demand Charge	\$ 1.06 per KW	\$1.06 per KW
Energy Charge		
All Energy per month	3.6000¢ per kWh	3.6000¢ per kWh
On-Peak and Off-Peak Hours	Summer Months <u>June 1 -Sept.30</u>	Winter Months <u>Oct. 1 – May 31</u>
On-Peak Period Hours	2:00 p.m.–6:00 p.m. Monday-Friday	None
Off-Peak Period Hours	All hours except the hours of 2 p.m. to 6 p.m. during June 1 – September 30, Monday through Friday.	

This rate is subject to Billing Demand, Minimum Bill, Power Factor Correction, Annual Demand Surcharge, and Rate Adjustment as outlined below.

The Billing Demand each month for this rate schedule shall be calculated by combining the following two Billing Demands, Economy and On-peak:

The On- Peak Billing Demand each month shall be the largest of the following:

- The maximum integrated one hour demand measured during the on peak period during the month for which the bill is rendered
- 15 kilowatts (KW)

The monthly Economy Demand shall be defined as the difference between the monthly off-peak demand and the monthly on-peak demand. The monthly Economy Demand shall not be less than zero. In the winter months where there is no peak demand charge, the charge for demand during these months will be at the economy demand rate.

Minimum Bill: The Minimum Bill shall be the bill calculated on the rate above, including the Basic Facilities Charge, Demand Charge and Energy Charge.

Power Factor Correction: When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing by the average power factor in percent for that month.

Annual Demand Surcharge - When the customer KW demand at the Duke peak is higher than the average KW demand billed during the on Peak period, the annual demand surcharge will be applied to the customer's bill.

Rate Adjustment - This rate will be adjusted every January 1 to include increases or decreases in the City of Concord wholesale purchase power cost.

RESERVE CAPACITY RATE

Availability:

Applicable for any Customer who wishes to sell energy produced by a qualifying renewable energy generator to a Utility other than the City of Concord. Customers who utilize any part of the City of Concord's delivery system to wheel the Customer's renewable energy must comply with the City of Concord's Interconnection Policy and shall pay this Rate for Reserved Capacity on the City's system. The Customer shall compensate the City of Concord each month for Reserved Capacity at the sum of the applicable charge set forth below.

Monthly Delivery: \$1.10/KW of Reserved Capacity per month

UNDERGROUND INSTALLATION FEES:

SECONDARY SERVICES (UP TO 480V)

Service to Mobile Home \$299.68

Underground Secondary installed to a second service on the same lot \$9.50 per ft.

Change of Service from overhead to underground \$9.50 per foot plus cost of early retirement of overhead facilities.

PRIMARY SERVICES (UP TO 12,470V)

Single phase primary service installed to a single residential customer \$12.10 per ft.

Three phase primary service installed to a single residential customer \$17.86 per ft.

COMMERCIAL AND INDUSTRIAL ENERGY ASSESSMENT PROGRAM

Through a partnership with ElectricCities, the City of Concord can provide an energy assessment program for our commercial and industrial customers. Fees for each assessment will vary depending on the scope of work. Please contact the Electric Systems Department at 704-920-5303 for more information.

ELECTRIC METER TEST

Test within 12-month period of any prior tests and no abnormality detected \$50.00

ELECTRIC METER BASE FEE

The City of Concord will only connect to electric meter enclosures that are furnished by the City of Concord. All descriptions and fees that are affected are listed below. Payments for meter enclosure will be made at 26 Union St., S. (Customer Service Department). All meter bases must be picked up from the Warehouse Department at the Alfred M. Brown Operations Center located at 850 Warren C. Coleman Blvd. (accompanied by a receipt).

200 amp single-phase overhead/underground \$97.00
400 amp single-phase overhead/underground \$188.00
200 amp poly-phase (3 phase) overhead/underground \$125.00
400 amp poly-phase (3 phase) overhead/underground \$238.00
200 amp single-phase underground mobile home pedestal \$295.00

DOWNTOWN EVENT POWER SERVICE FEE

Organizations sponsoring events in the downtown area may use the electric service point(s) to power equipment. The fee covers the cost of power and labor to cut the service on and off. Payment should be submitted to the Chief of Police with the Parade/Demonstration/Assembly Permit Application.

Use fee for downtown event service point(s) \$ 40.00

For billing questions, contact Customer Service at 704-920-5200.
For questions about rates, contact the Electric Department at 704-920-5320.

ENGINEERING

Water permit application review \$200.00
Wastewater permit application review \$480.00
Driveway Permit Application Fee (Commercial Applications and Residential Additional Driveway or Relocation) \$50.00

FIRE DEPARTMENT

REQUIRED CERTIFICATE OF COMPLIANCE

Certificate of Compliance
1- 20,000 SF \$ 50.00
20,000-50,000 SF \$100.00
50,000-70,000 SF \$200.00

**** Space greater than 70,000 SF is calculated by total SF x .0025

Certificate of Compliance Re-inspections \$ 50.00
Plans Review \$ 50.00 + .025/SF
Upfit review \$ 50.00 + .025/SF
Site Plan \$ 50.00
Re-review fee (applied on 3rd submittal & each resubmittal thereafter) \$ 50.00
Hydrant flow test (fee per hydrant) \$150.00
Temporary Power Inspection \$50.00
Load Merchandise Inspection \$50.00

NOTES:

- (1) For multi-tenant building, fees are per tenant.
(2) For multiple building owned by the same owner(s)/developers, fees are assessed per building.
(3) Individuals or companies that have not secured permits or Certificates of Compliance prior to beginning work or occupying the structure shall be charged double the listed amount.
(4) Re-inspections of the Sprinkler System, Fire Alarm System, or building for Certificate of Compliance will result in an additional fee per inspection.

REQUIRED CONSTRUCTION PERMITS

Table with 3 columns: Permit Description, Permit Fee, Test Fee. Rows include Automatic Fire Extinguishing Systems, Compressed Gases, Fire Alarm & Detection Systems, Fire Pumps, Flammable & Combustible liquids, and Hazardous Materials.

Industrial Ovens	\$150.00	\$150.00
Private Fire Hydrants	\$150.00	\$150.00
Spraying or Dipping Operations	\$150.00	\$150.00
Standpipe Systems	\$150.00	\$150.00
Temporary Membrane Structures, Tents, Canopies	\$ 50.00 + .01/SF	\$ 0.00

NOTE: Any system installation prior to plan review and/or permit being issued will incur a double fee.
 ** Any structure over 70,000 SF x .002 + \$150.00 (DOES NOT INCLUDE HOOD SYSTEM/ANSUL)

REQUIRED OPERATION PERMITS

Amusement Buildings	\$ 150.00
Carnivals, Fairs, and Outdoor Concerts	\$ 300.00
Covered Mall Buildings	\$ 150.00
Exhibits and Trade Shows	\$2,500.00/yr or \$150.00/event
Explosives (Blasting)	\$ 100.00/1-day or \$300.00/90-days
Liquids Use, Dispensing, Storage, Transportation	\$ 150.00
UGST/AGST Install, Alter, Remove, Abandon	\$ 250.00/site
Change in Liquid in Tanks	\$ 150.00
Manufacture or Process Liquids	\$ 150.00
Liquid Dispensing – AGST/UGST to Vehicles	\$ 150.00
Liquid Dispensing – Tanker to Vehicles	\$ 150.00
Fumigation and Insecticidal Fogging	\$ 300.00
Vehicles in Assembly Buildings	\$ 150.00
Private Fire Hydrants	\$ 150.00
Pyrotechnic Special Effects Material/Fireworks	\$ 300.00/day & site
Spraying or Dipping	\$ 150.00
Tents & Canopies	\$ 50.00 + .01/SF

REQUIRED OTHER CHARGES/FEEES

Dedicated Non-Emergency Services of Fire Personnel and Equipment:

Appropriate personnel and apparatus necessary for a requested or required service will be determined by the Fire Chief. A written agreement of the supplemental service will be in place prior to CFD providing any services.

Fire Personnel:

Rank/Band Required for Duty (Hourly rate or portion of any hour, two-hour minimum charge)	
Firefighter	\$ 19.76/ hr per person
Senior Firefighter(Engineer/Specialist)	\$ 25.55/ hr per person
Fire Captain	\$ 35.04/ hr per person
Battalion Chief (Operations)	\$ 38.99/ hr per person
Battalion Chief (Prevention/Emergency Management/Training)	\$ 54.54/ hr per person
Assistant Fire Marshal	\$ 30.23/ hr per person
Assistant Deputy Fire Marshal	\$ 42.44/ hr per person
Deputy Chief	\$ 63.06/ hr per person
Fire Chief	\$ 81.27/ hr per person

Equipment:

Ladder Truck (Aerial or Platform)	\$125.00 per hour
Engine (Pumper)	\$ 95.00 per hour
Hazardous Material Unit	\$ 95.00 per hour
ARFF Unit	\$ 95.00 per hour
Heavy Rescue	\$ 95.00 per hour
Mobile Command Unit/Bus	\$ 30.00 per hour
USAR Unit	\$ 30.00 per hour
Light Vehicles (Cars/Pick-ups)	\$ 17.00/\$27.00 per hour
Trailers	\$ 10.25 per hour
Mules/ATV	\$ 8.00 per hour

Other Services:

Environmental Site Assessment Research	\$25.00 per hour (one hour minimum)
Fire Flow request/Special Request (fee per hydrant)	\$100.00/hydrant
After Hours Inspection Review – Special Request	\$ 35.00/hr (minimum of 2 hours)
After Hours Plan Review – Special Request	\$ 150.00/submittal
Other inspections by request – Special Request	\$100.00
Re-inspections (3 rd visit or additional inspections)	\$ 50.00
State License Inspection Fee	\$100.00
Daycare License Inspection Fee	\$ 75.00
Group Home License Inspection Fee (annually)	\$ 75.00
Foster License Inspection Fee (annually)	\$ 20.00 (2 nd visit \$50.00)
Fire Incident Report Copy (s)	\$ 1.00 (per report)
Complete Fire Incident Report Copy (s) on CD	\$ 25.00 (per CD)
Community Rooms (Fire Stations 3, 7, and 8) Rental fee	\$ 20.00/hr or \$50.00/½ day (4 hrs) or \$100.00/full day (8 hrs)

Community Rooms (refundable deposit/clean-up fee)	\$ 50.00/event
Charitable, non-profit, Governmental – exempt	\$ 0.00
Fire extinguisher recharge use for class	Current Market Rate per Extinguisher
Fire Extinguisher Program (Training Class)	\$ 50.00/On-site Class at Fire Station #3
Fire Extinguisher Program (Training Class)	\$ 75.00/Off-site Class at Requested Business

FINES BY VIOLATION

Knox Box	\$500.00/day (may be issued after 75 days and 3 written notices)
Burning without a Permit- Residential	\$50.00 (1 st offense); \$100.00 (2 nd offense) (may be issued after one written notice)
Burning without a Permit- Commercial	\$500.00/stack or pile (1 st offense); \$1,000.00/stack or pile (2 nd offense) (no notice required)
Code of Ordinances-Chapter 10 Violation	\$500.00/day (may be issued w/o notice, usual practice is after 75 days and three written notices)
Locked Exit / Exit Obstruction	\$500.00 (1 st offense); \$1,000.00 (2 nd offense) (may be issued w/o notice, in usual practice, verbal and written warnings precede citation)
Fire Detection / Protection	\$250.00 (1 st offense); \$500.00/day for any recurring violation (may be issued w/o notice, in usual practice, verbal and written warnings precede citation)

NOTE: Assembly, Hazardous, Institutional Systems must be in service at all times or immediate fire watch provided or shut down and fine; All others a fire watch must be provided in a reasonable period of time and maintained.

Access During Construction	\$1,000.00/day (May be issued w/o notice, in usual practice, verbal and written warnings precede citation.)
Occupancy without COC	\$1,000.00/day (May be issued w/o notice, in usual practice, verbal and written warnings precede citation.) (Issued immediately for new structures and after 45 days for existing, disconnection of utility service may be used in lieu of fines.)
General Violation	\$100.00 (Issued after 45 days and three written Notices - issued per item and not violation)
False Alarm > 3 per 90 days	\$250.00 (May be issued w/o notice, in usual practice, issued on fourth violation within 90 days after one written notice on the third violation. Alarms in rapid succession are considered an individual occurrence.)
Fire Lane Parking Violations	\$100.00 (May be issued w/o notice when vehicle is not occupied.)
Key Box Maintenance	\$100.00 (May be issued w/o notice when Knox box is found to contain no key or incorrect key. In usual practice one written warning precedes citation.)
Overcrowding	\$500.00 (1 st offense); \$1,000.00 (2 nd offense) (Issued at the time of violation after occupancy overcrowding conditions have been corrected. Third offense may constitute court proceedings. Offenses run calendar year.)
Permits	Double Permit Fee (Charged for any permit for which work was done prior to permit being issued.)
Assault on a Fire Official	The subjection of any authorized fire inspector to physical abuse during an inspection shall be fined \$1,000.00 and/or a criminal offense of assault of \$1,000.00 (If this charge is necessary leave the business/premises and notify Concord PD to respond to in initiate proceedings.)
Matters Not Provided For	Any other violation of the fire code not specifically codified in Ch. 34 shall be fined \$250.00 (the Bureau Chief shall be consulted prior to the levying of any fine using this as the reference.)

HAZARDOUS MATERIALS STORAGE FEES

Fee	Solids (lbs)	Liquids (gals)	Gases (SCF)
\$ 50.00	< 501	< 56	< 201
\$150.00	501-5,000	56-550	201-2000
\$200.00	5,001-25,000	551-2,750	2,001-10,000
\$250.00	25,001-50,000	2,751-5,500	10,0001-20,000
\$300.00	50,001-75,000	5,501-10,000	20,001-40,000
\$300.00/lb plus \$0.01/additional gal. or SCF	> 75,000	> 10,000	> 40,000

NOTE: Excludes LPG/medical gases

LPG (excluding LPG used only for heating and cooking)	\$150.00/tank
Medical Gases	\$150.00/tank
Radioactive Materials (any amount)	\$125.00

Hazardous Materials Reimbursement or Response fees are based on time and materials used per incident. Additional fees may be charged as recommended by the Emergency Management Coordinator.

FIRE INSPECTION PROGRAM TIME PERIODS AND PENALTIES

1 st Inspection (Initial)	\$0.00
2 nd Visit (After 30-days)	Potential Civil Penalties
3 rd Visit (After 30-days)	Potential Civil Penalties
4 th Visit (After 10-days)	Civil Penalties & Fines Issued
	5 th Visit (After 10-days) Civil Penalties & Fines, plus Civil Action, Misdemeanor Charges

NOTE: Imminent danger/life safety violation citation will be issued at the time of inspection.

PARKS AND RECREATION

RECREATION FEES

Adult:

Open League Basketball (8 games)	\$375.00/team
Other League Basketball (8 games)	\$375.00/team
Over 30 League Basketball (8 games)	\$375.00/team
Other League Softball (8 games)	\$375.00/team
Open League Softball (8 games)	\$375.00/team
Men's Fall League Softball (8 games)	\$375.00/team
Adult League Soccer (8 games)	\$375.00/team
Women's League Softball (8 games)	\$375.00/team
Women's League Basketball (8 games)	\$375.00/team
Flag Football Co-Ed	\$375.00/team
Men's & Women's Co-ed Volleyball	\$100.00/team
Couch to 5K	\$15.00/session
Road Races Registration (5K & 10K)	
5K	\$ 20.00; Early Registration \$15.00
10K	\$ 20.00; Early Registration \$15.00

Youth:

Mite Basketball	\$200.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Midget Basketball	\$200.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Junior Basketball	\$200.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Senior Basketball	\$200.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Baseball	\$225.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Girls Softball	\$225.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Fall Softball	\$225.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Girls Softball	\$225.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Soccer	\$225.00/sponsor \$35.00/child (City); \$55.00/child (All others)
Youth Classic Basketball Tournament	\$100.00/\$500.00/\$1,000.00/\$5,000.00/ sponsor levels; \$15.00 per team registration fee

Basketball Clinic (5-6 year olds)	\$ 30.00/child
Soccer Clinic (4-5 year olds)	\$ 30.00/child
Girls Fall Fast Pitch Softball	\$ 30.00/child (City); \$50.00/child (All others)
Karate (Ages 18 & Under)	Free instruction – parents purchase uniforms
Golf	\$ 40.00/Golf Club, plus \$5.00 for driving range balls; \$ 45.00/Rocky River, plus \$4.50 for driving range balls
Fencing	\$ 75.00/session (City); \$85.00 (All others)
Tennis	\$ 15.00/hr for lessons

Various Programs:

Karate (monthly)	\$20.00/month (City); \$25.00/month (All others)
Fitness:	
Fitness (12 classes)	\$ 30.00 (City); \$ 35.00 (All others)
Fitness (16 classes)	\$ 40.00 (City); \$ 45.00 (All others)
City Employees (any fitness class)	\$ 15.00/employee/session
Corporate Group Rate (12 classes)	\$ 20.00/person
Corporate Group Rate (16 classes)	\$ 27.00/person
Rollerblading Fitness	\$ 35.00/session (City); \$40.00 (All others)
Personal Trainer (individual rate)	\$35.00/hour (City); \$40.00/hour (All Others)
Classes-Variou levels-Youth to Adult	\$ 3.00 to \$90.00
Quilting	\$ 25.00 (City); \$30.00 (All others)
Shag Lessons (4 weeks)	\$ 35.00 (City); \$40.00 (All others)
Babysitting	\$ 30.00 (City); \$35.00 (All others)
Cheerleading	\$ 5.00/week (plus \$5.00 Registration fee for City residents) \$ 10.00 registration fee non-City residents)
Line Dance (8 classes)	\$ 25.00 (City); \$30.00 (All Others)
Line Dance (16 classes)	\$ 45.00 (City); \$50.00 (All Others)
Pin Splitters	\$ 10.00 (City); \$15.00 (All Others)
Dog Obedience	\$ 90.00/8 wks (City); \$110.00 (all others)
Summer Playground	\$375.00/(City); \$475.00 (All others) per session
Camp Spencer (1 week)	\$ 30.00 City; \$35.00 (All others)
Trips	\$ 1.00 - \$800.00/person/trip
Identification Card	First Card Free Replacement Card \$3.00/each

NOTE: Session = class period

AQUATICS CENTER

Admission fees – Adults (18 and up)	\$ 2.50
Youth (17 and under)	\$ 1.50
Groups (2 Hours of Use)	\$ 2.00/person (NOTE change from \$1.00)
Swimming lessons	\$35.00 (City); \$40.00 (All others)
Individual Swimming Lessons (per ½ hour session)	\$15.00 (City); \$20.00 (All others)
Parent/Child (2 yr and under)	\$15.00 (City); \$20.00 (All others)
Season Pass Family	\$75.00/pass (City); \$100.00/pass (All others)
Season Pass Individual	\$45.00/pass (City); \$55.00/pass (All others)
Season Pass includes Privilege Pass and unlimited visits	
Privilege Badge- Individual (seasonal)	\$ 5.00/person (City); \$10.00 (All others)
Privilege Badge- Family (seasonal)	\$15.00/family (City); \$30.00/family (All others)
Water aerobics (6 weeks)	\$35.00 (City); \$40.00 (All others)
Lifeguard Training	\$25.00-\$200.00/session
*Payment must be made at time of registration	

The John F. McInnis Aquatic Center can be rented for private parties and special events.

Option #1 Private Rentals (during closed hours), Fee is \$75.00 for one hour and includes two lifeguards, which safely covers up to 50 guests. Additional lifeguards for numbers over 50 are \$15.00 for each additional guard per hour; ratio of 1 guard to 25 patrons. Additional facility hours are \$25.00 per hour.

Option #2 Open Rentals (during regular operating hours) Fee is \$25.00 and reserves tables, chairs and tent for your party. Regular admissions apply for the party and are payable at the time of entry; Ages 18+ up - \$2.50/each; Ages 17 + under - \$1.50/each.

BIRTHDAY PARTY RENTAL PACKAGE

Use of gymnasium and party room for 2 hours. Available for ages 18 & Under. Additional \$50 deposit is required.

\$75.00 for 2 hours (extra hours are available at \$30.00 per hour – Maximum of 4 total).

RENTAL FEES

Hourly Rate:	City Residents	Non City Residents
Meeting Room	\$10.00	\$15.00
Gymnasium	\$50.00	\$60.00

Recreation Center	\$100.00	\$120.00
Community Buildings/Rooms	\$25.00	\$30.00
Fire Station Community Rooms	\$25.00	\$30.00
Picnic Shelters and Amphitheaters		
\$20.00/full day (City Residents)		
\$25.00/half day or \$35.00/full day (Non Residents)		
Half Day Time Periods are park opening to 2pm or 3pm to park closing		
Full Day Time Periods are park opening to park closing		
After Hours Staff Charge (All Facilities) is \$15.00/staff person per hour (All users)		

Fees are due in full when making reservation. Rentals will require a cleaning deposit of at least \$50-\$500.00 (as stated in policy). Police security could be required at some functions.

Tennis Court reservations are available on a first come, first serve basis. These are available at no charge. However, reservations are recommended and should be made through the Athletic Office. Two Courts must be available to the public at all times.

\$2.00/hr. for court reservations, for City residents, with or without lights.

\$3.00/hr. for court reservations for Non-city-residents, with or without lights.

Reservations for any league will be the same.

Outdoor Basketball Courts – use is available on a first come; first serve basis. These are available at no charge. However, reservations are recommended to secure court and should be made through the Athletic Office.

\$2.00/hr for court reservations for City residents, with or without lights.

\$3.00/hr for court reservations for Non-City residents, with or without lights.

Reservations for any league will be the same.

Bus rental – Bus may be available to City of Concord departments, Parks and Recreation divisions and programs, co-sponsors and sponsorship groups. Not available to outside groups or individuals. Contact person must fill out bus use request form. Contact person is considered the representative of the group and must accompany the bus during the approved time of use. Rate is \$4.00 per mile plus \$15.00 per hour for drivers, plus a \$100.00 deposit per event. Permit holder is responsible for any additional fees or related expenses. No overnight use permitted. Drivers must be assigned by the City of Concord.

GREENWAY RENTAL FEE

6 Hour Rental Period for Road Races and Walks \$350.00 plus \$500.00 deposit

Event must be completed by 12 noon. Fee covers reservations of both McGee and Myers Park and all of their amenities. Also includes parking on the ball fields, mile markers, time clock and a Parks and Recreation Staff Liaison.

BALLFIELD RENTAL (Myers, McAllister, Gibson, WW Flowe, Hartsell, Caldwell & Webb)

	Weekdays/Weekends
Lights Only	\$20.00/hour (City); \$25.00/hr (all others)
Reserve Field (no lights/no lines)	\$15.00/hour (City); \$20.00/hr (all others)
Reserve field 1-hour -line off	\$ 45.00
Reserve field 1-hour -line off with one hour lights	\$ 58.00
Reserve field 2 hours -line off with two hour lights	\$ 96.00
Reserve for Tournaments**	\$150.00
Reserve for Spectator Event**	\$200.00

NOTE: Rates the same regardless of weekday or weekend

** To reserve a field for either a Tournament or a Spectator Event requires a cleaning deposit ranging from \$50.00 to \$500.00, depending on the nature of the event and recommendation of the Parks & Recreation Director, and a 15% commission paid to the City of Concord from any revenues from the event.

SOCCER FIELD (Dorton, Caldwell Park, WW Flowe, Irvin Elementary)

Reserve Field 1 hour – not lined off	\$20.00/hour (City); \$25.00/hour (all others)
Reserve Field 1 hour – lined off	\$65.00
Reserve Field 2 hours – lined off	\$80.00

NOTE: We do not have lighted soccer fields.

LAKE FISHER

Boat rental Fees: all rates per person	
Children under 12 FREE with a licensed paying fisherman	
Adults	\$5.00 (City); \$10.00 (All others)
Sr. Citizens (60+)	\$5.00 (City); \$ 8.00 (All others)
Youth 12-16	\$5.00 (City); \$ 8.00 (All others)

PLANNING AND NEIGHBORHOOD DEVELOPMENT

APPLICATIONS FOR COMMISSIONS AND/OR COUNCIL REVIEW

Voluntary Annexation Petition	\$300.00
Text Amendment Fee	\$400.00
Vested rights certification	\$400.00
Appeal from a Final order, Decision or Interpretation	\$500.00
Certificate of Appropriateness	\$ 20.00
Variance and Appeals	\$500.00
Rezoning/Amendments to conditional district	\$600.00
Second Rezoning/Amendment in less than 12 months	\$800.00
Land use plan amendment	\$400.00
Conditional district	\$800.00
Special use permit	\$600.00
Historic District Map Amendment	\$350.00
Street, Alley or Right-of-way closing	\$300.00
Certification of Non-Conformity Adjustment	\$400.00
Re-advertisement Fee	\$300.00

PUBLICATIONS

Historic Handbook & Guidelines	\$ 10.00
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PERMITS

NOTE – A 5% technology fee is added to each of the following permit fees:

New Construction (Zoning Clearance Approval/Permit):	
Single Family	\$100.00
Multi-family (5 units or less)	\$100.00 + \$10.00/unit
Multi-family (more than 5 units)	\$300.00 or \$0.04/sf whichever is greater
Commercial	\$300.00 or \$0.04/sf whichever is greater
Industrial	\$75.00 for 1 st acre impervious
	\$500.00 for every additional impervious acre
	\$100.00 for every acre pervious
Grading/Paving/Land Disturbing Approval Permit:	
	\$200.00 less than 1 acre
	\$400.00 1-5 acres
	\$600.00 over 5 acres
Flood Study Review Permit:	
	\$500.00
Additions, Accessory, Up fits (Zoning Clearance Approval/Permit):	
Residential	\$ 40.00
Commercial Addition/Accessory	\$100.00 or \$0.03/sf whichever is greater
Commercial Up fit	\$100.00
Industrial Addition/Accessory	\$225.00 or \$0.03/sf whichever is greater
Industrial Up fit	\$100.00
Certificate of Compliance (final approval/acceptance for all non-residential projects)	
	\$100.00
Temporary Permits:	
Temporary Construction Trailer	\$100.00
Temporary Use Permit	\$100.00
Temporary Power Compliance	\$ 50.00 (fire fee may apply)
Sign Permits:	
Wall Mounted, Projecting, or Canopy	\$ 60.00
Temporary Sign/Banner	\$ 25.00
Ground Mounted	\$140.00
Outdoor Advertising	\$500.00
Change of Panel	\$ 40.00
Miscellaneous:	
Home Occupation Permit	\$ 50.00
Change of Use Permit	\$ 50.00
Architectural Review Permit (shopping centers)	\$ 50.00
Re-review (after 3 submittals)	\$ 50.00+\$0.01/sf of site
Zoning Verification Permit/ABC letter	\$ 50.00
Certificate of Non-Conformity Permit	\$100.00
Fine for Construction without a permit	Double permit fee
Permit Renewal	\$ 40.00

PLATS

Subdivisions:	
Preliminary Plat (new submittals)	
less than 2 acres	\$100.00
2-10 acres	\$200.00
10-25 acres	\$300.00
over 25 acres	\$400.00
Preliminary Plat Extensions	\$100.00

Construction Plans	
less than 2 acres	\$175.00
2-10 acres	\$400.00
10-25 acres	\$500.00
over 25 acres each additional acre	\$ 50.00
Final Plat Review	
less than 2 acres	\$ 80.00
2-10 acres	\$125.00

GIS FEES

Digital files:	
GIS Data on CD (ESRI format)	\$20.00
GIS layers (ESRI format)	\$ 5.00
Maps:	
GIS Map – 11" X 17" or "18" X 24"	\$ 1.00
GIS Map – 24" wide	\$ 5.00
GIS Map – 30" wide	\$10.00
GIS Map – 36" wide	\$15.00
GIS Map – 42" wide	\$20.00
Folded road map	\$ 3.00 each
Printing:	
Subdivision Listing	\$ 3.00 each
Street Listing	\$ 3.00 each
GIS Miscellaneous:	
Custom Request	\$40.00/hr
NOTE: Prices include sales tax.	

MISCELLANEOUS

House plans for homes constructed by the City	\$50.00/set
Land Use Plans	\$30.00

POLICE

Parking Fine	
Single Violation	\$10.00
Habitual Violators	\$10.00 each (up to 5 tickets annually)
	\$20.00 each (6-10 tickets annually)
	\$40.00 each (over 10 tickets annually)
Late Payments	\$10.00 (15-30 days)
	\$20.00 (31-60 days)
	\$40.00 (over 60 days)
Cruising Fine	\$50.00
Copy Fee	\$ 1.00
Fingerprinting fee (includes 1 card)	\$10.00
	\$ 5.00 each additional card
Application Processing Fee for City-Sponsored Festival, Private Alcohol Sales	\$50.00
Downtown Event Power Service Fee	Events requiring electric service subject to fee as published in Electric Department Miscellaneous Rates. Fee collected by Chief of Police at time of application for Parade/Demonstration/Assembly Permit.
Alarm Ordinance Fees	
Alarm Permit	\$ 10.00 per location
Penalty for Failure to Obtain Permit	\$200.00 for each False Alarm
Penalty for Prohibited Acts as defined by the Ordinance	\$200.00 per occurrence
Penalty for Operating an Alarm without Permit	\$200.00
Civil Penalties for False Alarms within Permit Year	
Third, fourth, and fifth False Alarm	\$ 50.00 per occurrence
Sixth and seventh False Alarm	\$100.00 per occurrence
Eighth and ninth False Alarm	\$250.00 per occurrence
Tenth and over False Alarm	\$500.00 per occurrence, revocation of Alarm Permit
Reinstatement of a revoked Permit	\$100.00
Precious Metal Dealer Permit	
SBI Processing prints	\$ 38.00
Concord Police Fingerprinting fee	\$ 10.00
Application/permit issuance fee	\$180.00
Employee Permit fee	\$ 3.00
Special Occasion Permit fee	\$180.00
Exemption Permit fee	\$ 5.00

CODE ENFORCEMENT

Vacant lot cleaning

Actual Cost from Contractor

Civil Penalties:

General code enforcement penalty	\$500.00
Code non-compliance penalty	\$175.00
Civil penalty for failure to respond or pay general code enforcement penalty within 15 days	\$100.00

Minimum Housing Fees:

Inspection Fees:

Each inspection after first inspection \$100.00

Each inspection following failure to remedy a violation after the issuance of a citation \$325.00

Each additional inspection disclosing any violations within the same 12 month period \$625.00

Other Fees:

Property owner shall be charged for any additional costs incurred in prosecuting an enforcement action on the property including but not limited to any publication costs for legal notices.

Civil Penalty:

Civil penalty, per violation per day, for each and every subsequent day that the dwelling unit remains in violation and until such time as the responsible party schedules an inspection resulting in a finding that the violations are corrected. \$200.00

ROCKY RIVER GOLF CLUB AT CONCORD*

IN-SEASON RATES (APRIL 1 – NOVEMBER 28)

DISCOUNTS NOT TO EXCEED \$20.00 FROM PUBLISHED RATES, NO PROMOTIONAL RATE IS TO BE LESS THAN CONCORD RESIDENT RATE. INCREASES NOT TO EXCEED \$5.00 FROM PUBLISHED RATES, AS MARKET CONDITIONS ALLOW.

	Mon-Thurs	Friday	Sat-Sun
Cart Fee, included in all rates (except Walking/Juniors)	\$14.00	\$14.00	\$14.00
Eighteen Hole (Includes Cart)	\$49.00	\$59.00	\$69.00
Nine Hole (A)	\$29.00	\$33.00	\$37.00
Eighteen Hole – Concord Resident	\$42.00	\$49.00	\$59.00
Nine Hole (A) – Concord Resident	\$24.00	\$27.00	\$32.00
Twilight (B)	\$36.00	\$44.00	\$47.00
Senior (C)/College (D)/Public Service (E)/Ladies Day (Tues)	\$35.00	\$39.00	N/A
Juniors (F)	\$27.00	\$30.00	\$32.00
Junior Nine Hole (on Availability)	\$15.00	\$16.00	\$17.00
Walking (G)	\$37.00	\$45.00	\$55.00
Corporate League Play (H)	\$25.00	N/A	N/A
Replay Round (on Availability)	\$28.00	\$28.00	\$28.00
Replay Round – Nine Hole (on Availability)	\$20.00	\$20.00	\$20.00

WINTER RATES (NOVEMBER 29 – MARCH 31)

DISCOUNTS NOT TO EXCEED \$20.00 FROM PUBLISHED RATES, NO PROMOTIONAL RATE IS TO BE LESS THAN CONCORD RESIDENT RATE. INCREASES NOT TO EXCEED \$5.00 FROM PUBLISHED RATES, AS MARKET CONDITIONS ALLOW.

	Mon-Thurs	Friday	Sat-Sun
Cart Fee, included in all rates (except Walking/Juniors)	\$14.00	\$14.00	\$14.00
Eighteen Hole	\$44.00	\$47.00	\$52.00
Nine Hole (A)	\$25.00	\$28.00	\$33.00
Eighteen Hole – Concord Resident	\$34.00	\$37.00	\$42.00
Nine Hole (A) – Concord Resident	\$22.00	\$24.00	\$28.00
Twilight (B)	\$30.00	\$35.00	\$42.00
Senior (C)/College (D)/Public Service (E)/Ladies Day (Tues)	\$30.00	\$30.00	\$40.00
Juniors (F)	\$25.00	\$25.00	\$30.00
Junior Nine Hole (on Availability)	\$15.00	\$15.00	\$15.00
Walking (G)	\$32.00	\$35.00	\$40.00
Corporate League Play (H)	\$25.00	N/A	N/A
Replay Round (on Availability)	\$25.00	\$25.00	\$25.00
Replay Round – Nine Hole (on Availability)	\$15.00	\$15.00	\$15.00

(A) On availability, 9 Holes riding must be after 1pm on weekends

(B) Twilight Rates apply: April through October after 2:00 PM. Concord residents receive \$5 off.

- (C) Seniors (60+) Concord residents receive \$3 off.
- (D) College (with proper ID)
- (E) Public Service (Active duty military, police, fire and ems personnel with proper ID)
- (F) Juniors (17 years and under with proper ID, Parent/Guardian required before 2pm). Carts not offered without a current license. Concord residents receive \$3 off.
- (G) Walking is permitted anytime Monday thru Thursday, and after 3:00 PM (In-Season) and after 1:30 PM (Winter) Fri thru Sun.
- (H) Corporate League play is permitted Tuesday thru Thursday after 3:00 PM and includes riding for nine holes only.

GROUP / TOURNAMENT RATES

Group Tournament rate range of \$35 - \$85 applies to all seasons.
 Golf Course staff will set rate dependent upon prime play times, tournament sponsor (e.g. Charity-501c, Non-Charity or Corporate) and contracted performance (e.g. food, beverages and merchandise)

ANNUAL GOLF PLAN PROMOTIONS - (ANNUAL GOLF PLANS EXPIRE ONE YEAR FROM DATE OF PURCHASE AND ARE NON-REFUNDABLE)

Eagle Plan:

Individual & Family: Available to individual and spouse		Corporate – eligible Employees and Owners	
Non-Resident	\$2,500.00	Non-resident Corporation - City of Concord	
Add spouse	\$1,000.00	First participant	\$1,800.00
Add dependent*	\$ 375.00	Second participant (15% discount)	\$1,530.00
		Third participant (20% discount)	\$1,440.00
Resident	\$2,125.00	Fourth participant (25% discount)	\$1,350.00
Add spouse	\$ 850.00	Fifth and all additional participants (30% discount)	\$1,260.00
Add dependent*	\$ 575.00	Transfer fee	\$ 250.00
Benefits:		Resident Corporation - City of Concord	
• Unlimited complimentary green fees any time.		First participant	\$1,500.00
• Complimentary range balls (up to 1 large bag per day).		Second participant (15% discount)	\$1,275.00
• Priority accesses to tee-times. Plan participants may reserve tee times up to 10 days in advance.		Third participant (20% discount)	\$1,200.00
• 10% discount on merchandise, except sale items.		Fourth participant (25% discount)	\$1,125.00
• 10% discount on food purchases.		Fifth and all additional participants (30% discount)	\$1,050.00
• Complimentary USGA Handicap Service.		Transfer fee	\$ 250.00

Birdie Plan:

Individual & Family		Corporate – eligible Employees and Owners	
		Non-resident Corporation - City of Concord	
Non-Resident	\$1,900.00	First participant	\$1,400.00
Add spouse	\$ 800.00	Second participant (15% discount)	\$1,190.00
Add dependent*	\$ 375.00	Third participant (20% discount)	\$1,120.00
		Fourth participant (25% discount)	\$1,050.00
Resident	\$1,615.00	Fifth and all additional participants (30% discount)	\$ 980.00
Add spouse	\$ 680.00	Resident Corporation - City of Concord	
Add dependent*	\$ 375.00	First participant	\$1,150.00
		Second participant (15% discount)	\$ 975.00
		Third participant (20% discount)	\$ 920.00
		Fourth participant (25% discount)	\$ 860.00
		Fifth and all additional participants (30% discount)	\$ 805.00
		Transfer fee	\$ 250.00
Benefits:			
• Unlimited complimentary green fees Monday – Friday.			
• Complimentary range balls (up to 1 large bag per day) Monday – Friday.			
• Priority accesses to tee-times. Plan participants may reserve tee times up to 10 days in advance.			
• 10% discount on merchandise, except sale items.			
• 10% discount on food purchases.			
• Complimentary USGA Handicap Service.			
Transfer fee	\$ 250.00		

Bogey Plan: Available to Seniors, age 60 years and older

Individual & Family

Non-Resident	\$1,125.00
Add spouse	\$ 625.00
Add dependent*	\$ 375.00
Resident	\$ 960.00
Add spouse	\$ 525.00
Add dependent*	\$ 375.00

Benefits:

- Unlimited complimentary green fees Monday – Friday.
- Complimentary range balls (up to 1 large bag per day) Monday – Thursday.
- Priority accesses to tee-times. Plan participants may reserve tee times up to 10 days in advance.
- 10% discount on food purchases.
- Complimentary USGA Handicap Service.
- 10% discount on merchandise, except sale items.

*Dependents are defined as son, stepson, daughter, stepdaughter of participant. Dependent must be under the age of twenty two and attending school on a full time basis, or serving full time active duty in the armed forces. Evidence of a full time student will be required for all high school graduates.

Driving Range Plans:

Individual & Family

Non-Resident	\$675.00
Add spouse & dependent*	\$275.00
Resident	\$500.00
Add spouse & dependent*	\$250.00
Junior (18& under)	\$350.00

Benefits:

- Unlimited complimentary range balls any time.
- 10% discount on merchandise, except sale items.
- 10% discount on food purchases.

SOLID WASTE AND RECYCLING

RESIDENTIAL GARBAGE, RECYCLING, AND BULKY COLLECTION

Yard Waste Removal (vacant lots zoned residential):

- < 2 cubic yards
- ≥ 2 cubic yards

No Charge
\$25.00/cubic yd, \$150 minimum

Residential Yard Waste Removal

- (As allowed by City Ordinance)
- Second Chance (Scheduled fee-based loose-leaf collection available after loose-leaf season ends)

No Charge
\$75.00 [See Note 1]

Bulky Waste Collection (At multi-family housing, business, and residential properties exceeding collection limits)

\$50.00 for 1 to 5 items, or any portion thereof

Residential Garbage Rollout Containers

No Charge (1st container); \$9.00/month/container for each additional container (Residents with additional containers must recycle; maximum of 3 containers per residence)

Residential Recycling Rollout Containers

No charge for 1st or 2nd container, 2nd container only available after January 1, 2012 with Solid Waste Director approval.

Roll-off Container Service Fee (including disposal)

- NOTE – Available to Residential Customers Only
- (No Contractors please)

- 15 CY (2 Ton limit)
- 20 CY (3 Ton limit)
- 30 CY (5 Ton limit)
- 40 CY (6 Ton limit)

\$110.00 (includes pickup and delivery)
\$110.00 (includes pickup and delivery)
\$110.00 (includes pickup and delivery)
\$110.00 (includes pickup and delivery)

Rental charge

\$10.00 per day

Lost or damaged rollout container replacement

- (Beyond normal wear & tear)

\$70.00 per 95 gal cart
\$65.00 per 65 gal cart

CODE ENFORCEMENT REMOVAL FEES

Yard Waste Removal/

Code Enforcement Collection (where fees apply)

\$25.00/cubic yd, \$150 minimum [See Note 2]

Special Load Collection/Code Enforcement Cleanup

\$35.00/cubic yd, \$450 minimum [See Note 3]

Basketball Goal Removal from Public Right-Of-Way

\$225.00 first offense; \$450 each repeat offense

Discarded TV's and Computer Equipment, (as defined in Note 4 based on NCGS § 130A-309.91).

\$25.00 per item; \$150 minimum

White Goods & Scrap Metal removal

- (fee applies only when collection is not consistent with ordinance)

\$25.00 per item, \$150 minimum

Auto or truck tire removal

\$25.00 each, \$150 minimum

(fee applies only when collection is not consistent with ordinance)

NOTE 1: Second Chance Loose-leaf Collection Program provides a limited number of scheduled appointments available to Customers for \$75.00 to collect loose-leaves placed at the curb after the end of loose-leaf season. These appointments are available on a first-come, first-served basis. Everyone else who places loose leaves to the curb will be required to bag their leaves or be subject to Code Enforcement action with removal fees beginning at \$150.

NOTE 2: Yard Waste Removal (where fees apply)/Code Enforcement Collection Fee applies to yard waste placed at the curb un-bagged (grass clippings, leaves after loose leaf season has ended, etc.), improperly bagged yard waste (black bags), or trees, tree limbs, brush and other materials cut or deposited by a commercial tree service, arborist or forester that are not to be collected by the City.

NOTE 3: Special Load Collection/Code Enforcement Cleanup Fee applies to bulky waste/building materials/large trash piles placed at the curb that do not follow City guidelines or that exceed established limits for curb placement and do not utilize a roll-off container. Examples are loose material (clothes, insulation or other building material, etc.) dropped at the curb, failure to bag material in clear bags, debris piles in excess of 4 cubic yards or total volume of materials exceeding 10 cubic yard size limit (10 rollout cart size-pile), and placing material at the curb without scheduling or without using a roll-off container. These situations are subject to Code Enforcement Action.

NOTE 4: *COMPUTER EQUIPMENT.* – Any desktop central processing unit, any laptop computer, the monitor or video display unit for a computer system, and the keyboard, mice, and other peripheral equipment. Computer equipment does include a printing device such as a printer, a scanner, a combination print-scanner-fax machine, or other device designed to produce hard paper copies from a computer. Computer Equipment does *NOT* include an automobile; a television; a household appliance; a large piece of commercial or industrial equipment, such as commercial medical equipment, that contains a cathode ray tube, a cathode ray tube device, a flat panel display, or similar video display device that is contained within, and is not separate from, the larger piece of equipment, or other medical devices as that term is defined under the federal Food, Drug, and Cosmetic Act.

NOTE 5:

Residents who place or leave their garbage containers and recycling containers on the street in violation of this policy shall receive a warning sticker for the first offense. Second or future violations will result in a twenty-five dollar (\$25.00) citation

TELEVISION. – Any electronic device that contains a tuner that locks on to a selected carrier frequency and is capable of receiving and displaying of television or video programming via broadcast, cable, or satellite, including, without limitation, any direct view or projection television with a viewable screen of 9 inches or larger whose display technology is based on cathode ray tube (CRT), plasma, liquid crystal (LCD), digital light processing (DLP), liquid crystal on silicon (LCOS), silicon crystal reflective display (SXR), light emitting diode (LED), or similar technology marketed and intended for use by a consumer primarily for personal purposes. The term does not include computer equipment.

COMMERCIAL WASTE

Effective March 1, 2001, this ordinance applies to all business, commercial, office, multi-family housing, industrial and institutional segments including schools, churches, day care centers, and non-profit organizations.

CITY COMMERCIAL ROLL OUT CUSTOMERS

Commercial Rollout Service	\$20.00/cart/month
a. Service performed by Waste Pro.	
b. City to bill for carts on utility bills per city policy	
c. Roll out must be approved by Solid Waste Services Director	
d. Limit of (3) carts per building or number set by Solid Waste Services Director	
e. Only City carts may be used	
f. Residential recycling rollout cart service is available to customers subscribing to City-provided Commercial Garbage Rollout Service. Limit one recycling cart per rollout subscription with Solid Waste Director's approval.	
g. Rollout Container at curb after Collection Day	\$25.00 per 95 gallon cart

WE NO LONGER PICK UP OR MAINTAIN THE BICENTENNIAL LOT DUMPSTER

Qualifications for Commercial Rollout Cart Service: Commercial generators operating out of houses or storefront buildings may request rollout container service where dumpster service is not available or practical as determined by the Solid Waste Services Director. Each building is limited to minimum number of rollout containers required to meet the waste generated by the commercial occupants in the building(s). Commercial generators in "strip malls" are required to use dumpster service and are encouraged to partner with adjacent commercial generators for the service. Other dumpster exceptions granted by the Director shall receive the number of rollout containers necessary for the waste stream generated. The City-established fee for Commercial Roll Out container service shall apply and commercial generators will be billed by the City monthly as a part of the City utility bill and will be billed for the number of carts in their possession, not the number collected. Billing shall be in accordance with the City utility billing and collection policy. Only "City of Concord" rollout containers are emptied. These containers remain the property of the City of Concord. City operated public-housing facilities may utilize rollout containers and per General Statute section 160A-314 (a2) a reduced Public Housing billed by the City for such low income customers shall apply and is adjusted annually according to the Consumer Price Index (CPI).

CORRUGATED CARDBOARD RECYCLING SERVICE

- The City collects corrugated cardboard free of charge from commercial generators, irrespective of quantity generated. Small volume generators are required to flatten corrugated cardboard and store it in a location accessible to collection crews for weekly collection. Large volume generators (4 yards per week flattened or greater) will be provided an 8-yard container(s) specifically designed for corrugated collection and weekly collection service.

Commercial generators generating in excess of 24 yards per week, flattened, may be required to purchase or rent compaction equipment to facilitate collection efficiency.

- It is the commercial generator's responsibility to ensure that contamination of the corrugated containers is kept to a minimum. Repeated contamination problems can result in removal of the container or termination of service. The City will communicate repeated contamination problems to affected generators.
- Neither the City, nor its contract collector for corrugated cardboard are responsible for any damages to pavement, structures or obstructions encountered during such collection except due to gross negligence.
- All corrugated cardboard collection service will be on a set schedule. The City cannot guarantee additional pick-ups on a call in basis.

OFFICE PAPER RECYCLING SERVICE

- The City provides a roll out cart(s) free of charge to commercial generators for paper recycling. This container may not be used for any trash disposal. The containers remain the property of the City of Concord.
- The City provides commercial generators with a list of acceptable office papers for the recycling program. Generally, all copier, letterhead, computer print out, envelopes, forms, manila folders, post it notes, etc. are acceptable. Paper clips and staples do not have to be removed. Unacceptable items include newspaper, magazines, paper bags, cups and plates, carbon paper and rubber bands.
- Each commercial generator is responsible for collecting the acceptable office paper by whatever means it chooses and placing it in the rollout cart(s) for weekly collection. The City can assist in providing technical assistance on implementing this program. The containers must be placed in an agreed location accessible to collection crews.

DUMPSTER SERVICE

- Commercial generators may contract directly with any waste hauler for service
- Except as otherwise provided herein, all commercial generators shall utilize dumpster service for their waste.

DUMPSTER SERVICE EXCEPTIONS

- In the event a commercial generator cannot comply with dumpster service policies due to logistical items including but not limited to space or access limitations or other service-related factors, the Solid Waste Services Director or his delegate has the authority to grant exceptions for good cause shown. Such exceptions are subject to the limited rollout container policies below.

MULTI-FAMILY HOUSING SERVICE

- Multifamily residence is defined by any apartment or group of apartments, townhomes, or condominiums, having six dwelling units or more. Developments including duplexes and/or other multiple dwelling units that take indirect access from a public right-of-way and collectively exceed 5 dwelling units total are classified as a commercial multi-family development for waste disposal purposes regardless of the number of parcels occupied, the configuration of property or zoning lines, or the number of owners.
- Single-family residence is defined by any detached dwellings designed, permitted and built as a single-family dwelling unit, mobile home, or duplex, triplex, or quadplex, apartment or group of apartments, or townhomes having less than six dwelling units, or any number of condominiums will be residentially serviced at no charge by the city and may use rollout carts.
- Developments with 6 units (e.g. apartment complexes) are required to utilize dumpsters (unless an exception is granted) and pay for container rental and waste disposal. Complexes are required to provide one 8 cubic yard container per 25 units emptied twice per week. Alternatively, the owner may provide a recycling program equal to city residential curbside recycling program with sufficient tenant participation to reduce waste production to justify once per week servicing of each dumpster.
- Multi-family housing owners/managers may use any hauling firm. The Solid Waste Services Director or his/her delegate may grant dumpster exceptions in the event that logistical problems prevent dumpster service from occurring at any given multi-family housing location. Such exceptions shall be subject to the limited rollout container policy above.
- The City will provide information regarding the location of recycling drop off centers to multi-family housing complexes as well as technical assistance in implementing a multi-family recycling program at the complex. The cost to implement and maintain a Multi-Family Housing recycling program will be entirely the expense of the Multi-Family Housing Complex's owner/manager.
- Multi-Family Housing Complexes are considered commercial operations for the purpose of waste disposal, and are responsible to arrange for and pay for disposal of all waste generated from these facilities. The City of Concord does not provide yard waste, bulky waste, building materials, or garbage collection or disposal or recycling services to these facilities.
- Bulky item pick-up service may be requested at Multi-Family Housing who have large items, such as large household appliances (white goods) and old furniture that are too large to be placed in a commercial container. This service is provided for a fee for the collection of up to five items or any portion thereof. Collection of Bulky Items must be scheduled through the Customer Care Center and payment must be received in advance.

CONDOMINIUMS

- Condominium service shall be considered residential service provided at no cost by the City
- All new condominium complexes to be constructed in the City of Concord shall be designed and built to allow the use of dumpsters, providing one 8-cubic yard container per the equivalent of 25 2-bedroom units.

- Existing condominium complexes shall utilize dumpsters wherever logistically practical as determined by the Solid Waste Services Director or his/her delegate. Complexes designed and built in a “townhouse” style with detached units may be serviced using roll out carts if deemed practical to do so by the Solid Waste Services Director.
- The City of Concord will pay for residential rollout or dumpster waste removal at condominium complexes.

CITY-PROVIDED DUMPSTER SERVICES IN DOWNTOWN BUSINESS DISTRICT

DOWNTOWN BUSINESS DISTRICT MIXED-USE DUMPSTER SERVICE (ACCESSED VIA ALLEY WESTSIDE OF PARKING DECK)

<u>Category</u>	<u>Minimum Under 2,000 Sq Ft</u>	<u>Cost per 100 Sq Ft Over 2,000 Sq Ft</u>
Office	\$ 5.00	\$1.00
Retail	\$ 5.00	\$1.00
Arts, Entertainment & Recreation	\$ 5.00	\$1.00
Apartment	\$ 5.00	\$1.00
State/County Government	\$ 5.00	\$1.00
Unclassified & Other	\$ 5.00	\$1.00
Accommodation & Food Service	\$10.00	\$3.00
Accommodation & Food Service w/ABC Permit	\$25.00	\$3.00
Retail Home Improvement	\$10.00	\$3.00

DOWNTOWN BUSINESS DISTRICT MIXED-USE DUMPSTER SERVICE (BICENTENNIAL PARKING LOT DUMPSTERS)

<u>Category</u>	<u>Minimum Under 2,000 Sq Ft</u>	<u>Cost per 100 Sq Ft Over 2,000 Sq Ft*</u>
Office	\$ 7.30	\$0.50*
Retail	\$ 8.75	\$0.50*
Arts, Entertainment & Recreation	\$ 7.30	\$0.50*
Apartment	\$ 7.30	\$0.50*
State/County Government	\$ 7.30	\$0.50*
Unclassified & Other	\$ 7.30	\$0.50*
Accommodation & Food Service	\$20.00	\$0.50
Accommodation & Food Service w/ ABC Permit	\$35.00	\$0.50
Retail Home Improvement	\$10.00	\$0.50*

**Maximum total cost for customers in non-Accommodation & Food Service categories shall be twice the minimum cost of the respective category.*

SPECIAL DUMPSTER FEES APPLICABLE TO CITY-MAINTAINED DUMPSTERS IN DOWNTOWN BUSINESS DISTRICT

Cleanup fee, for failing to place garbage and corrugated into dumpsters provided	\$150.00 per event
Special event service fee when extra collections are required	\$50.00 per event

ADDITIONAL INFORMATION APPLICABLE TO DOWNTOWN BUSINESS DISTRICT

- Businesses are charged a minimum monthly fee for up to 2,000 sq ft. of floor space plus an additional fee for every additional 100 sq ft of floor space over 2,000 square feet, based on the rates listed in the business classification table for each City-managed dumpster location.
- Businesses that accommodate special events requiring extra collections are billed \$50.00 per event/collection.
- Anyone failing to place garbage or corrugated cardboard into the dumpsters provided will be charged a \$150 cleanup fee.
- Security cameras have been installed to monitor activity at the dumpsters to assure the area remains clean and only those businesses subscribing to this service are using the dumpster facility.
- Use of the City dumpster facilities in the Downtown Business District is a fee-based service only. Unauthorized use of these facilities by non-paying businesses or illegal dumping by anyone will be prosecuted to the full extent allowed by law.
- The City establishes solid waste service fees for use of the City managed dumpster facilities located in the Downtown Business District. These solid waste fees shall apply according to the business category, and the subscribing business will be billed monthly on their City utility bill. Service fee rate calculate will be based on both the business category and the square feet of occupancy. Billing shall be in accordance with the City utility billing and collection policy.
- Where a property is not served by a dumpster facility maintained by the City of Concord, the Property Owner(s) must provide a screened dumpster location meeting established development standards and one or more dumpsters (a sufficient number to meet the waste generation of the property).
- Where a business does not generate sufficient waste to justify a dumpster or where structural or other physical barriers exist preventing installation and servicing of a dumpster, commercial rollout container may be used and charged at the monthly rate listed above. Prior approval by the Solid Waste Services Director is required.

STORMWATER SERVICES

One Equivalent Runoff Unit (ERU) is 3,120 square feet (sq. ft.)
 ERU Rate - \$4.30 per month

Single Family Residential – Including Mobile Homes
 With < 1,890 sq. ft. impervious area 0.6 * ERU Rate
 With 1,890 to 5,507 sq. ft. impervious area 1.0 * ERU Rate
 With > 5,507 sq. ft. impervious area 1.8 * ERU Rate
 Multi-Family Residential – Including Apartments, Condominiums, Townhomes
 1.0 * ERU Rate per unit.

Other Properties –
 1 ERU rate per month for each 3,120 sq. ft. of impervious surface

STORMWATER SERVICES

Construction of Stormwater Structures	Time & Materials
Other Stormwater Services	See Water & Wastewater labor and equipment schedule for pricing
Street Debris Removal	\$400.00 + \$150.00/hr after first hour
Ditch Cleaning (applies to removal of yard waste or Other waste debris obstructing drainage; not for routine Ditch maintenance)	\$125.00 minimum + \$80/hr after first hour or portion thereof

MAINTENANCE ASSESSMENTS

Assessments for the maintenance of stormwater control facilities may periodically be made pursuant to the Code of Ordinances § 60-88 and Concord Development Ordinance Article 4 based on actual City costs.

TAX

TAX RATE

Ad Valorem Tax Rate	\$0.4800/\$100 Valuation
Municipal Service District Tax Rate	\$0.2300/\$100 Valuation

Both the Ad Valorem and Municipal Service District Tax Rate represent the Revenue Neutral rate resulting from the 2012 County-wide Revaluation.

MOTOR VEHICLES

A \$10.00 General Municipal Vehicle Tax * is levied and a \$5.00 Municipal Vehicle Tax for Public Transportation** is levied for a total license tax of \$15.00 on every motor vehicle resident within the City of Concord and licensed or required to be licensed by the State of North Carolina.

Source:
 *G.S. 20-97(b) General Municipal Vehicle Tax \$10.00
 **G.S. 20-97(c) Municipal Vehicle Tax for Public Transportation \$5.00
 Note: These Municipal Vehicle Taxes are billed and collected by Cabarrus County.

Beer and Wine License

Businesses operating within the City of Concord that have obtained a North Carolina ABC permit to sell beer and/or wine are required to obtain a City Beer & Wine License annually. An annual Beer and Wine License is levied on each Business selling beer or wine for on-premises or off-premises consumption based on G.S 105-113.77 and G.S 105-113.79 and by the authority of N.C.G.S. 160A-211. Licenses expire on April 30 and must be renewed.

ABC Permit	Tax
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$5.00
On-premises wine, fortified, unfortified, or both	\$15.00
Off-premises wine, fortified, unfortified, or both	\$10.00
Wholesale malt beverage	\$37.50
Wholesale wine (fortified and unfortified)	\$37.50
Wholesale malt beverage and wine (fortified and unfortified)	\$62.50

Tax on additional licenses:

The Tax stated above is the first license issued to a person. The tax for each additional license of the same type issued to that person for the same tax year is one hundred and ten percent (110%) of that base license tax; that increase will apply progressively for each additional license.

GARNISHMENT FEES

Fee	\$60.00
Source: N.C. General Statutes sections 105-368 and 7A-311	

TRANSIT SYSTEM – Concord/Kannapolis Rider

Regular Fare ¹	\$1.25/one-way trip
Senior Citizen Fare ²	\$0.60/one-way trip
Disabled Fare ²	\$0.60/one-way trip
Medicare Card Holders ²	\$0.60/one-way trip
Student Fare ²	\$0.60/one-way trip
Children (under 5)	Free
Transfers ³	Free
1-Day Unlimited Ride Pass	\$4.00
1-Day Unlimited Ride Pass (Senior, Disabled, Student, Medicare) ²	\$2.00
7-Day Unlimited Ride Pass	\$12.00
7-Day Unlimited Ride Pass (Senior, Disabled, Student, Medicare) ²	\$6.00
10-Ride Electronic Fare Media	\$10.00
10-Ride Electronic Fare (Senior, Disabled, Medicare, Student) ²	\$5.00
10 Tokens (Non-profit agencies)	\$8.00
31-Day Pass	\$40.00
31-Day Pass (Senior, Disabled, Student, Medicare) ²	\$20.00
Smart Card (cashless version of Regular Fare) ⁴	\$1.25 per ride
Smart Card (cashless fare for Senior, Disabled, Student, Medicare) ²	\$0.60 per ride
1-Ride Pass ⁵	\$1.00 (80% of Regular Fare rate per ride)
Credit/Debit Card Processing Fee	\$1.00

¹All riders shall pay this fare unless the rider qualifies under the fare policy for one of the reduced fares as listed.

²Discounted fares require a reduced-Fare ID.

³Transfers can only be used at the Rider Transit Center, Kannapolis Train Station, NCRC/NC State Bldg. and DSS.

⁴Smart Card – minimum purchase to receive card is \$25.00 (card may be reused with a minimum purchase of \$10.00).

⁵1-Ride Pass – minimum purchase of 100 passes; if less than 100 passes purchased, passes will be sold at regular fare rate if applicable.

TRANSPORTATION

SIGNAL DIVISION

Design Review and Inspection Fee	\$5,000.00
Emergency Mobilization	\$2,000.00
Fiber Optic Make Ready Fee	\$ 175.00
Fiber Optic Splice Fee per fiber	\$ 75.00
Interference and Damage to City Property	All cases will be judged on an individual basis and cost recovery based on Cityworks Work Order.

STREETS AND TRAFFIC

Right-of-Way Encroachment Permit Application Fee	\$100.00
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Schedule of Street Cut Repair Charges:

Size of Street Cut	Est. Asphalt Required	Cost
4 sq ft (minimum)	0.2 ton	\$125.00
8 sq ft	0.4 ton	\$137.00
12 sq ft	0.6 ton	\$148.00
16 sq ft	0.8 ton	\$160.00
20 sq ft	1.0 ton	\$284.00
24 sq ft	1.2 tons	\$296.00
28 sq ft	1.4 tons	\$308.00
32 sq ft	1.6 tons	\$319.00
36 sq ft	1.8 tons	\$330.00
40 sq ft	2.0 tons	\$342.00
44 sq ft	2.2 tons	\$353.00
48 sq ft	2.4 tons	\$478.00
50 sq ft	2.6 tons	\$490.00
> 50 sq ft	N/A	Time and Materials

Schedule of Sidewalk and Concrete Street Repair Charges:

Size of Sidewalk or Street Cut	Est. Concrete Required	Cost
16 sq ft (minimum)	1/4 cubic yard	\$ 205.00
20 sq ft	1/4 cubic yard	\$ 205.00
21 – 50 sq ft	1/2 cubic yard	\$ 230.00
51 – 64 sq ft	3/4 cubic yard	\$ 256.00
65 – 80 sq ft	1 cubic yard	\$ 281.00
> 80 sq ft	1 ¼ cubic yards	\$ 576.00
	1 ½ cubic yards	\$ 602.00
	1 ¾ cubic yards	\$ 627.00
	2 cubic yards	\$ 652.00
	2 ¼ cubic yards	\$ 677.00
	2 ½ cubic yards	\$ 702.00
	2 ¾ cubic yards	\$ 727.00
	3 cubic yards	\$1,023.00
	> 3 cubic yards	Time and Materials

Schedule of Curb and Gutter Charges – per ft.

Installation of new curb and gutter including suitable base material \$ 25.00

Schedule of new 4 inch Thick Sidewalk – per sq ft.

Installation charges including grading and suitable base material \$ 35.00

Schedule for seeding and mulching – per sq ft.

Installation charges including preparing and raking area to be seeded \$ 5.00

NOTE: Fees are based on normal costs and operational estimates. In the event that the City's costs for materials increases by 33%, all repairs for private parties will be suspended until further action of the Council.

TRAFFIC SERVICES

Signs:

10 ft channel post with anchor	\$ 50.00
Delineator Post w/base	\$100.00
Stop sign 30"	\$ 50.00
Yield sign	\$ 50.00
No Parking sign	\$ 20.00
Speed limit sign	\$ 50.00
Street marker assembly	\$200.00
Street intersection marker blades	\$ 75.00
Crime watch signs including installation and maintenance on Private roads	\$150.00
Crime watch signs including installation and maintenance on Public roads	\$ 60.00
Regulatory signs, exc. Stop & Yield	\$ 50.00
Warning sign	\$ 50.00
Information sign	\$ 25.00
Labor for each item above	\$ 40.00
Street Sign Toppers (per sign)	\$ 40.00

Pavement Markings:

4 inch line (per linear foot)	\$ 2.08
8 inch line (per linear foot)	\$ 4.16
24 inch stop bar (per linear foot)	\$ 12.48
Cross Walk (per linear foot of 24" bar)	\$ 12.48
8' character (per letter)	\$190.00
10' character (per letter)	Cost of Special Order
Symbol Railroad Crossing	\$625.00
Parking Space (parking lot – per linear foot)	\$ 2.08
Parking Space (parallel roadway – per linear foot)	\$ 2.08
Turn Arrow, Standard (Right or Left)	\$400.00
Straight Arrow, Standard	\$300.00
Combination Arrow, Standard	\$400.00

Traffic control services for non-profit special events, parades, emergency operations, etc.

All cases will be judged on an individual basis and cost recovery based on Cityworks Work Order

Temporary traffic control (rental) for parades, block parties & special events:

Barricades, each per day	\$5.00
Detour signs, each per day	\$5.00
Traffic cones, each per day	\$0.50

Note: All City-owned vehicles and equipment used in a cost-reimbursement service not listed on this fee schedule will be charged to the customer at the current FEMA rate.

UTILITY BILLING AND COLLECTION (Including commercial waste collection billings of the City)

Late Fee

A Utility late fee of 1 ½ percent will be charged on all unpaid balances. A late fee will apply if payment is not paid by the 26th day. Effective 7/7/00, new payment arrangements are subject to late fee. Prior payment arrangements are not subject to late fee unless not current.

Same Day Connection Fee

A connection fee will be charged for same day service as follows:

Monday – Friday 8:00am – 3:00pm	No Charge
Monday – Friday 3:01pm – 5:00pm	\$100.00

*No regular connection after hours, on weekends or holidays.

NOTE: Same day service will only apply to residential customers applying for new service or transferring service. Same day service is not available for meter sets.

Non-Payment Administration Fee

An Administration fee will be charged as follows:

Monday – Friday 8:00am – 4:00pm	\$50.00
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Once a customer has been placed on the cutoff list, administrative fees apply regardless of whether the customer has been disconnected.

Monday – Friday after 4:00pm, Weekends, and Holidays	\$100.00
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Administration charge for meter tampering, when service has been disconnected at the point of connection between the customer and the utility by an electric utility crew.	\$200.00 (anytime)
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Security Deposits

Commercial and Industrial customers who provide a letter of credit at the initial application for service will not be required to pay a deposit. However, if a letter of credit is not provided, a deposit equal to one month's average bill is required. Disconnection for non-payment will require a deposit equal to two months average bill for reconnection of services.

Commercial customers whose past due balance is greater than \$500.00 will be subject to the following:

Past due > \$500.00	Add \$50.00 to above stated deposit schedule
Past due > \$1,000.00	Add \$75.00 to above stated deposit schedule
Past due > \$2,000.00	Add \$100.00 to above stated deposit schedule

Residential customers who meet a satisfactory credit rating are not required to have a security deposit at time of initial service. Disconnection for non-payment, returned checks, or bankruptcy will subject customer to deposit schedule for reconnection of service. A credit letter will be accepted in lieu of a deposit.

Residential customers who fail to meet a satisfactory credit rating will be required to deposit the following if the customer's past due balance is less than \$200.00:

Water and/or sewer service only	\$ 75.00
Water, sewer and electric	\$150.00

Residential customers whose past due balance is greater than \$200.00 will be subject to the following:

Past due > \$200.00	Add \$25.00 to above stated deposit schedule
Past due > \$500.00	Add \$50.00 to above stated deposit schedule
Past due > \$1,000.00	Add \$75.00 to above stated deposit schedule
Past due > \$2,000.00	Add \$100.00 to above stated deposit schedule

Returned Check Charge

There will be a \$25.00 service charge for returned checks. Services are subject to disconnection for returned checks.

Partial Payment Application

Partial payments will be applied to services in the order of Stormwater, Commercial waste collection, Sewer, Water and Electricity. Customer is responsible for remaining past due amounts and is subject to disconnection without further notice.

Check Cashing:

Checks are not accepted for accounts disconnected due to non-payment and/or returned checks.
No third party checks will be cashed.

Involuntary Discontinuance of Service – Water and Sewer

In order to protect the City's water distribution and wastewater collection systems, to protect the consuming public, to prevent the dangerous and destructive practice of tampering with any water distribution or wastewater collection facilities of the City, the following penalties are hereby established:

- (1) Penalty of \$500.00 for altering, tampering with or removing or replacing a City water meter. A fee of \$500.00 for the jumping or by-passing of water meter.
- (2) All cases not covered by the specific situations as noted above, will be judged on an individual basis and treated accordingly.
- (3) In addition to the fees set forth above, the offending party shall pay all costs incurred by the City by reason of damage to its equipment.
- (4) In addition to the fees and costs provided in the above, such conduct described shall be subject to immediate disconnection of City water and/or sewer service if the offending party is a water and/or sewer customer of the City.
- (5) The penalties and costs herein provided shall be imposed by the Customer Service Manager, department(s) involved, or their designated agent.
- (6) When it becomes necessary for the City to discontinue services for any of the reasons listed in Section 4, *Discontinuing Services* of the City's Customer Service Policies and Procedures Manual, service will be restored after payment of (1) all past due bills due the City, (2) any deposit as required, and (3) any material and labor cost incurred by the City, according to the current Fee Schedule. No meters will be set in subdivision until all penalties and charges are paid.
- (7) Any person upon whom penalty and/or cost is imposed shall have the right of appeal from the action taken by the Customer Service Manager directly to the Finance Director.
- (8) Any person upon whom any penalty and/or cost are imposed shall have the right of appeal from the action taken by the Finance Director to the City Manager.
- (9) If it is determined that a residential customer is a first time offender, the tampering charge may be reduced to \$100 plus the damages, usage and reconnection fee.

Involuntary Discontinuance of Service (Meter Tampering) – Electric

In order to protect the City's electric distribution systems, to protect the consuming public, to prevent the theft of electric energy, and to prevent the dangerous and destructive practice of tampering with electric facilities of the City, the following fees are hereby established:

- (1) A penalty of \$50.00 for breaking, removing or replacing a City electric meter seal or disconnecting or reconnecting City electric service for the purpose of working on the service without notice to and approval by the Customer Service Department. Any consumer who fails to have said service inspected by the County Electrical Inspector within a period of five (5) working days, or upon said inspection, such work as was done should fail electrical inspection, shall be subject to immediate disconnection from the City electric system, and shall be liable to the City for all costs incurred during disconnection and reconnection or said service.
- (2) A penalty of \$500.00 for altering, tampering with or removing or replacing a City electric meter for the purpose of obtaining service after service has been disconnected for non-payment of electric bills rendered.
- (3) A penalty of \$500.00 for straight wiring, jumping or by any other means obtaining electric service from an existing service pole or pedestal. A penalty of \$500.00 for altering the registration of an electric meter by use of any electronic or mechanical means or the obtaining of electric power by any means when said power is obtained by bypassing registration of the electric meter.
- (4) If metering equipment is damaged, it will be replaced or repaired according to the City's specifications. Any offending party whose electric service has been discontinued by the City pursuant to this section shall not be eligible for reconnection to the City's electric service either at the point of infringement or at any other locations on the City's electric system until the penalty imposed and all replacement or repair costs are paid in full.
- (5) If service has been disconnected from a power source for non-payment or meter tampering and the customer restores service on a non-protected circuit (i.e. mobile home pedestal, junction pedestal, transformer, etc), persons involved may face legal prosecution and penalties in the amount of \$500.00 will be required in addition to other tampering charges to reconnect service.
- (6) All cases not covered by the specific situations as noted above, will be judged on an individual basis and treated accordingly.
- (7) In addition to the penalties and cost provided in the above, such conduct described shall be subject to immediate disconnection of City electric service if the offending party is an electric customer of the City.
- (8) The penalties and costs herein provided shall be imposed by the Customer Service Manager or his/her designated agent.
- (9) Any person upon whom any penalties and/or costs are imposed shall have the right of appeal from the action taken by the Customer Service Manager directly to the Finance Director.
- (10) Any person upon whom any penalty and/or costs are imposed shall have the right of appeal from the action taken by the Finance Director to the City Manager.

- (11) If it is determined that a residential customer is a first time offender, the tampering charge may be reduced to \$100 plus the damages, usage and reconnection fee.

WATER AND WASTEWATER UTILITIES

WATER TREATMENT AND DISTRIBUTION USE FEES

Base charge: (Based on Water Meter Size):

	Inside City:	Outside City:
3/4"	\$4.04	\$4.54
1"	\$5.76	\$6.61
1 1/2"	\$9.71	\$11.35
2"	\$14.66	\$17.29
3"	\$26.28	\$31.23
4"	\$42.85	\$51.11
6"	\$83.89	\$100.36
8"	\$133.34	\$159.70
10"	\$191.20	\$229.13
12"	\$355.86	\$426.73

Fire Service Availability

4"	\$ 52.01
6"	\$ 94.44
8"	\$145.09
10"	\$217.72
12"	\$334.30

****Volume Charges:**

Residential volume charges inside city:

Residential service:	
Block 1 (0 - 6,000 gallons/month)	\$5.36/1,000 gallons
Block 2 (6,001 – 8,999 gallons/month)	\$6.97/1,000 gallons
Block 3 (9,000+ gallons) & Irrigation service:	\$8.58/1,000 gallons

Residential volume charges outside city:

Residential service:	
Block 1 (0 - 6,000 gallons/month)	\$6.44/1,000 gallons
Block 2 (6,001 – 8,999 gallons/month)	\$8.37/1,000 gallons
Block 3 (9,000+ gallons) & Irrigation service	\$10.30/1,000 gallons

Commercial and institutional volume charges inside city:

Commercial/institutional service	\$5.41/1,000 gallons
Commercial/institutional irrigation service	\$8.58/1,000 gallons

Commercial and institutional volume charges outside city:

Commercial/institutional service	\$6.50/1,000 gallons
Commercial/institutional irrigation service	\$10.30 /1,000 gallons

Industrial volume charge inside city:

Industrial service	\$4.44/1,000 gallons
Industrial irrigation service	\$8.58/1,000 gallons

Industrial volume charge outside city:

Industrial service	\$5.33/1,000 gallons
Industrial irrigation service	\$10.30/1,000 gallons

Town of Harrisburg – Per Contract

Monthly Reserved Capacity Charges	\$14,686.00
O&M Rate	\$2.99/1000 gallons (Required base amount purchased monthly is set per contract)
City of Kannapolis*	\$1.52/1,000 gallons (Base charges n/a)
Fire hydrant volume charges	\$8.36/1,000 gallons
Water tanker	\$8.36/1,000 gallons
Water use permit for tank/tankers	\$50.00 annually

*Per contract

IRRIGATION SERVICES: ALL Irrigation Services and Meter Charges (residential, commercial, institutional, and industrial) shall be charged the same as listed under the non-residential charges.

DROUGHT SURCHARGE POLICY: During periods of extended and extreme drought when mandatory water usage restrictions are necessary, an additional 10% surcharge will be applied to Blocks 2 and 3 of the current residential service rate.

FEES FOR VIOLATIONS OF MANDATORY WATER RESTRICTIONS

Residential		
	First offense	\$ 100.00
	Second and subsequent offense	\$ 300.00
Commercial/Institutional		
	First offense	\$ 500.00
	Second and subsequent offense	\$1,500.00
Industrial		
	First offense	\$ 500.00
	Second and subsequent offense	\$1,500.00

WATER CONNECTION CHARGES (Applicable to Residential, Commercial, Institutional and Industrial Customers).

Residential Charges: Residential charges are comprised of a capacity fee, installation fee, and meter fee. Residential charges do not apply to hotels, motels, resorts, and campgrounds; commercial charges shall apply to these facilities.

Capacity Fee: \$1,089 per residential unit
 A residential unit includes each dwelling separately owned, sold, or leased, regardless if the unit is metered individually or if the residential development is master-metered. For example, a residential unit includes, and a residential capacity fee applies to, each and every apartment unit, both units of a duplex, each single-family home, each mobile home, etc.

Installation and Meter Fee:

Installed by Concord Utilities on existing City owned water mains*

Meter Size:

¾"	\$1,327 (\$1,134 installation + \$193 meter)
1"	\$1,656 (\$1,261 installation + \$395 meter)
2"	\$2,639 (\$1,865 installation + \$774 meter)

Installed by others on water main extensions not yet owned by the City of Concord

Meter Size:

¾"	\$193 – purchased from City of Concord
1"	\$395 purchased from City of Concord
2"	\$774 purchased from City of Concord
Greater than 2"	At cost – must be provided by applicant according to City specifications

Irrigation Services ALL Irrigation Services and Meter Charges (residential, commercial, institutional, and industrial) shall be charged the same as listed under the non-residential charges below.

Non-Residential Charges:

Installed by Concord Utilities on existing City owned water mains

Meter Size*:	Connection Charge:
¾"	\$2,416 (\$1,089 capacity + \$1,134 installation + \$193 meter)
1"	\$3,507 (\$1,851 capacity + \$1,261 installation + \$395 meter)
2"	\$8,411 (\$5,772 capacity + \$1,865 installation + \$774 meter)

Installed by others on existing City owned water mains

Meter Size*:	Capacity Charge: (excludes installation and meter fee)
4"	\$ 18,186.00
6"	\$ 36,264.00
8"	\$ 58,044.00
10"	\$ 83,527.00
12"	\$156,054.00

Installed by others on water main extensions not yet owned by the City of Concord

Meter Size*:	Connection Charge: (includes meter fee)
¾"	\$1,282 (\$1,089 capacity + \$193 meter)
1"	\$2,246 (\$1,851 capacity + \$395 meter)
2"	\$6,546 (\$5,772 capacity + \$774 meter)

Installed by others on water main extensions not yet owned by the City of Concord

Meter Size*:	Capacity Charge: (excludes meter fee)
4"	\$ 18,186.00
6"	\$ 36,264.00
8"	\$ 58,044.00
10"	\$ 83,527.00
12"	\$156,054.00

*Notes:

- Connections installed by others must be by licensed utility contractors approved by the Water Resources Director or designee.

- All meters greater than 2" must meet City of Concord specifications and should be provided by the applicant.
- Dedicated fire protection connections are exempt from water connection charges however potable service connections off the fire line are subject to connection charges.

WATER SENSE TOILET REBATE/CREDIT (RESIDENTIAL SERVICE)

\$50.00 credit on Utility Bill per qualifying toilet replacement (limit 3 per single family residential service). For more information, contact the Water Resources Dept. or visit their website.

NON-EMERGENCY, AFTER HOURS, WEEKEND/HOLIDAY CUT OFF/ON

\$100.00 (For Customers requesting service cut off/on for non-emergency plumbing repairs)

MOVE EXISTING SERVICE TO ANOTHER LOCATION ON SAME PROPERTY

At Cost (labor + equipment + materials)

PURCHASE OF REPLACEMENT WELL WATER USAGE SIGNS

\$ 10.00 each (for signs in excess of annual replacement)

WATER METER TESTING FEES

5/8" – 1"
1 1/2"-2"

\$ 50.00
\$ 125.00

PURCHASE OF RAIN BARREL FOR WATER CONSERVATION

Actual cost (set by Purchasing), plus sales tax

WASTEWATER COLLECTION SYSTEM USE FEES

Base Charge: (Based on Water Meter Size):

	Inside City	Outside City
3/4"	\$3.39	\$3.80
1"	\$4.80	\$5.49
1 1/2"	\$8.02	\$9.35
2"	\$12.05	\$14.18
3"	\$21.51	\$25.53
4"	\$34.99	\$41.71
6"	\$68.40	\$81.80
8"	\$108.65	\$130.10
10"	\$155.74	\$186.61

Volume Charges:

Inside City

Water Customers of Concord Utilities \$5.62/1000 gallons
Flat-Rate Customers \$37.48/month

Outside City

Water Customers of Concord Utilities \$6.74/1000 gallons
Flat-Rate Customers \$44.97/month

WASTEWATER CONNECTION CHARGES (Applicable to Residential, Commercial and Institutional, and Industrial Customers)

Residential Charges: Residential charges are comprised of a capacity fee and installation fee. Residential charges do not apply to hotels, motels, resorts, and campgrounds; commercial charges shall apply to these facilities.

Capacity Fee: \$800 per residential unit

A residential unit includes each dwelling separately owned, sold, or leased, regardless if the unit is metered individually or if the residential development is master-metered. For example, a residential unit includes, and a residential capacity fee applies to, each and every apartment unit, both units of a duplex, each single-family home, each mobile home, etc.

Installation Fee:

\$1,000 /4-inch service
\$1,800 /6-inch service

Non-Residential Charges:

Installed by Concord Utilities on existing City owned sewer mains

Meter Size*:	Connection Fee:
3/4"	\$ 1,800.00 (\$ 800 capacity + \$1,000 installation)
1"	\$ 2,360.00 (\$ 1,360 capacity + \$1,000 installation)
2"	\$ 5,240.00 (\$ 4,240 capacity + \$1,000 installation)
4"	\$ 15,160.00 (\$ 13,360 capacity + \$1,800 installation)
6"	\$ 28,440.00 (\$ 26,640 capacity + \$1,800 installation)
8"	\$ 44,440.00 (\$ 42,640 capacity + \$1,800 installation)
10"	\$ 63,160.00 (\$ 61,360 capacity + \$1,800 installation)
12"	\$116,440.00 (\$114,640 capacity + \$1,800 installation)

Installed by others on sewer mains not yet owned by the City of Concord

Meter Size*:	Connection Fee (excludes installation fee):
3/4"	\$ 800.00
1"	\$ 1,360.00
2"	\$ 4,240.00
4"	\$ 13,360.00
6"	\$ 26,640.00
8"	\$ 42,640.00
10"	\$ 61,360.00
12"	\$114,640.00

Move Existing Service to Another Location on Same Property

At Cost (labor + equipment + materials)

CONCORD UTILITIES EXTENSION AND MODIFICATION PERMIT FEES

Water permit application review
Wastewater permit application review

(See "ENGINEERING")
(See "ENGINEERING")

LABOR AND EQUIPMENT CHARGES

T.V. Truck	\$150.00/hr, 2 hr. min. charge (incl. Operator)
Jet-Vac Truck	\$225.00/hr, 2 hr. min. charge (incl. Operator)
Flusher/Sweeper	\$ 75.00/hr 1 1/2 hr min
Motor-Grader	\$ 40.00/hr
Rapid Response Vehicle	\$100.00/hr, 2 hr. min. charge (incl. Operator)
Crew Truck	\$ 20.00/hr
Pick-up Truck	\$ 17.00/hr
Tandem Dump	\$ 30.00/hr
5-10 Ton Dump Truck	\$ 26.00/hr
1-Ton Dump Truck	\$ 20.00/hr
10-Ton Trailer	\$ 10.00/hr
5-ton Trailer	\$ 10.00/hr
Landscape Trailer	\$ 10.00/hr
Emergency Response Trailer	\$ 10.00/hr
Shoring Trailer w/Shore Material	\$ 20.00/hr
50,000-Pound Class Track Hoe	\$ 88.00/hr
30,000-Pound Class Track Hoe	\$ 45.00/hr
Front End Loader	\$ 44.00/hr
Rubber Tire Backhoe	\$ 29.00/hr
Mini Excavator	\$ 25.00/hr
Drum Roller Trench Compactor	\$ 27.00/hr
185 Cubic Foot per Minute Air Compressor	\$ 60.00/hour
Concrete Mixer	\$ 47.00/hr
Argo All-Terrain Vehicle	\$ 12.00/hr, 2 hr. min. charge
Core Machine:	
4" to 6" core	\$175.00/each
8" to 10" core	\$250.00/each
Hand Whacker Tamp	\$ 5.00/hr
Small Centrifugal & Diaphragm Pumps	\$ 5.00/hr
Chainsaw	\$ 5.00/hr
By-Pass Pump:	
4" pump	\$ 15.00 \$25.00/hr, 2 hr. min. charge
6" pump	\$ 19.00 \$33.00/hr, 2 hr. min. charge
8" pump	\$ 25.00 \$50.00/hr, 2 hr. min. charge
Small Generator (>7,000 watts)	\$ 40.00/hr
Large Generator (<7,000 watts)	\$ 20.00/hr
Trip Charge	\$ 30.00*
Smoke Machine	\$ 5.00/hr
3/4" water meter	\$193.00
1" water meter	\$395.00
2" water meter	\$774.00
Sewer Service Trailer	\$ 15.00/hr
Low-boy Tractor & Trailer	\$ 32.00/hr
Hydroseeder	\$ 10.00/hr
Straw Blower	\$ 6.00/hr
Skid Steer	\$ 18.00/hr

*Applicable when more than two (2) trips are made to the same location to install water meters and applicable to all after hours calls for turning water services off or on to accommodate customer repairs.

All City owned vehicles and equipment used in a cost – reimbursement service not listed on this schedule will be charged to the customer at the current FEMA rate.

CITY PROFILE

(as of June 30, 2015 unless otherwise noted)

Date of Incorporation: 1796
Date of City Charter: 1798
Form of Government: Council-Manager
Land Area: 60.06 square miles
Elevation: 704 feet above sea level
Population: 81,461

Registered Voters

July 1, 2015	51,738
July 1, 2014	52,244
July 1, 2013	50,302
July 1, 2012	48,263
July 1, 2011	46,346

Climate

Average January Temperature
 High 51°/Low 28°
 Average July Temperature
 High 90°/Low 68°
 Record High: 107° (1983)
 Record Low: -5° (1985)
 Annual Precipitation: 47.3 inches

Economy (Citywide)

Civilian Labor Force	42,585
Employed Residents	40,650
Unemployed Residents	1,935
Unemployment Rate	4.5%

Transportation

Major Highways
 Interstate 85
 U.S. Routes 29 and 601
 NC Routes 3, 49, and 73
 Rail
 Southern Railway Company
 Air
 Charlotte Douglas International Airport -
 approximately 25 miles from the City Center
 Concord Regional Airport - scheduled service
 Ground
 Concord-Kannapolis Rider bus service
 Greyhound and Trailways bus services
 Privately-owned taxicab service

Taxes

Sales Tax	7.00%
Property Tax Rate Per \$100 valuation	48¢
Cabarrus Co. Property Tax Rate per \$100	70¢

City Bond Ratings

GO/Revenue	AA/AA
Fitch IBCA	AA/AA-
Standard and Poor's	Aa1/Aa2
Moody's	

Fire Protection (ISO Rating: 2)

Stations	10
Firefighters and Officers (Op., Prevention, & Training)	191
Administrative Support	3

Police Protection

Main Station	1
District Stations	4
Sworn Police Officers	174.25
Non-Sworn Police Personnel	15
Code Enforcement	7 FTE

2010 U.S. Census

Residents

Population by Gender	
Male	48%
Female	52%
Population by Race	
White	70%
Black	18%
Hispanic	12%
Asian, AIAN, NHPI, Other, 2 or more Races	11.7%
Age (Estimated)	
Under 18	28.4%
(18-34)	21.8%
(35-64)	39.2%
(65+)	10.6%
Household Size	2.46
Number of Households	
1990	11,670
2000	22,485
2010	32,130

Infrastructure

Miles of power lines	
Overhead	743
Underground	686
Miles of water lines	692
Miles of wastewater lines	540
Lane-miles of street	698.59
Paved (City maintained)	341.48
Paved (State Maintained)	90.23
Paved (Interstate)	18.55

Media

Television: Major Networks, Cable
 Local Newspaper: Independent Tribune
 Social Media:
 Twitter: @ConcordNCgov
 Facebook: ConcordNC
 YouTube: ConcordNC1
 Flickr: concordnc

CITY PROFILE (cont.)

Public Recreation

Acreage	188
Facilities (City-Owned)	
Parks	8
Playgrounds	14
Gymnasiums	3
Basketball Courts	7
Tennis Courts	14
Playing Fields	22
Swimming Pools	1
Greenway/Trail Miles	7.5

Utilities

Telephone	
Windstream Communications	
Electric	
City of Concord	
Duke Energy Corporation	
Gas	
Public Service Company	
Water	
City of Concord	
Wastewater	
City of Concord	

Housing

Median Home Sales Price	\$185,170
Fair Market Rent of 1BR Apartment	\$701
Fair Market Rent of 2BR Apartment	\$831
Fair Market Rent of 3BR Apartment	\$1,120
Public Housing Units	174
Housing Choice Voucher Units	541

Medical Facilities

Hospitals	
CMC-NorthEast	457
Nursing Homes	
Avante at Concord	120
Brian Center	90
Five Oaks Nursing Manor	184
Gardens at Taylor Glen	48
Universal Health Care & Rehab	120

Education

Public Schools in City limits	14
Long School Exceptional Children	1
Parochial and Private	5
Higher Education	
Rowan-Cabarrus Community College	
Cabarrus College of Health Sciences	

Top Taxpayers (FY 2014-15)

Charlotte Motor Speedway
Concord Mills, LTD
Celgard LLC
Philip Morris USA, Inc
Great Wolf Lodge
Hendrick Motorsports
JQH-Concord Development
Lares Real Estate USA LLC
HSREI, LLC (Racing)
WMCI Charlotte XII LLC

Top Water Customers (FY 2014-15)

Town Of Harrisburg-S/A	7.94%
City Of Kannapolis	4.90%
Corning, Inc	2.58%
Perdue Farms, LLC	2.11%
Linde, North America	1.41%
Great Wolf Lodge, LLC	1.31%
Carolinas Healthcare System	1.03%
Rocky River Water Treatment Plant	0.93%
Cabarrus County Schools	0.93%
Concord Mills, LLC	0.75%

Top Wastewater Customers (FY 2014-15)

Perdue Farms, Inc.	2.31%
Great Wolf Lodge, LLC	1.73%
Carolinas Healthcare Systems	1.27%
Cabarrus County Schools	1.23%
Town of Harrisburg	1.02%
Concord Mills LLC	0.99%
City of Kannapolis	0.78%
Bexley Village at Concord Mills	0.74%
CMC Northeast	0.72%
Whitehurst/Countryview MHP	0.71%

Top Electric Customers (FY 2014-15)

Concord Mills Mall Ltd Prtnshp	2.78%
Perdue Farms	2.61%
LeGrand, Pass & Seymour	2.30%
S&D Coffee and Tea	2.28%
Rocky River Water Treatment Plant	2.19%
City of Concord	1.81%
Cabarrus County Schools	1.66%
Celgard, LLC	1.63%
Cabarrus Plastics	1.49%
Wind Shear Inc	1.24%

Top Employers

CMC-NorthEast Medical Center	Shoe Show
Cabarrus County Schools	State of North Carolina
Cabarrus County Government	Kannapolis City Schools
NC Research Campus	S&D Coffee and Tea
City of Concord	Sysco Foods
Connexions	ACN

GLOSSARY OF BUDGET & PERFORMANCE MEASUREMENT TERMS & COMMON ACRONYMS

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 real property.

Amortization: Paying the principal amount of a debt issue through periodic payments either directly to bondholders or to a sinking fund for later payment to bondholders. Amortization payments include interest and any payment on principal.

Appropriation: Expenditure authority created by the City Council.

Assessed Value: The value of real estate or personal property as determined by tax assessors and used as a basis for levying taxes. (Note: the County establishes Property values.)

Assigned Fund Balance: Monies over the years that remain unspent after all budgeted expenditures have been made, but which are reserved for specific purposes.

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

Balanced Budget: Occurs when planned expenditures equal anticipated revenues. North Carolina state law requires the annual operating budget to be balanced.

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

Basis of Accounting: The accounting method that determines when, for accounting purposes, expenditures, expenses, and revenues are recognized. The two bases of governmental accounting include accrual (or full accrual) and modified accrual.

Benchmarking: The systematic process of searching for best practices, innovative ideas and highly effective operating procedures that lead to superior performance; The process of identifying the best-in-class and duplicating or surpassing their performance.

Bond: A written promise to pay a specific amount of money with interest within a specific time period, 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. The three main bond-rating agencies include: Standard and Poor's, Moody's, and Fitch.

Budget: The budget translates organizational intentions into actions, allocating resources in support of organizational goals, objectives, and desired service levels.

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

Budget Document: A formal document outlining the City's financial plan for a fiscal year.

Budget Message: A written overview of the proposed budget from the City Manager to the Mayor and City Council that discusses the major budget items and changes and the City's present and future financial condition.

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

Capital Improvement Program (CIP): A multi-year plan (5 years for the City) for the construction or acquisition of major capital items (over \$100,000). 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: An expenditure expected to have a useful life greater than one year or a total value of \$5,000 or more resulting in the acquisition of or addition to a fixed asset. Examples of capital outlay expenditures include vehicles, mowing equipment, and buildings. The portion of the budget pertaining to the purchase of capital outlay items.

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.

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.

City Council: A seven member governing board elected within districts for four-year terms by the citizens of Concord.

City Manager: An individual appointed at the discretion of the Mayor and City Council to serve as the chief administrative officer of the City.

Committed Fund Balance: Used for specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority

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. This fund is required by federal regulations to account for the use of these funds.

Cost Allocations: Portion of the budget pertaining to payments made to other departments for costs involved in supporting a primary service.

Cost Center: An organizational budget / operating unit within each City department or division (e.g. Tree Trimming is a cost center within the Electric Systems department.).

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

Debt Service Funds: Funds used for the accumulation and disbursement of financial resources that will be used to make principal and interest payments on general long-term debt.

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

Department: A major administrative division of the City that has overall management responsibility for an operation within a function area.

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.

Effectiveness Measure: A performance measure identifying quality or extent to which an organization is obtaining its objectives (ex. percentage of yard waste/leaf collection points serviced on time).

Efficiency Measure: A performance measure identifying inputs used per unit of output, or unit costs (ex. cost per ton of yard waste/leaves collected).

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

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

Expenditures: The measurement focus of governmental fund accounting identifying financial resources expended during a period for operations, capital outlay, and long-term debt principal retirement and interest. With the exception of long-term debt principal retirement expenditures, expenditures reflect the cost incurred to acquire goods and services.

Expenses: The measurement focus of proprietary fund accounting identifying costs expired during a period, including depreciation and other allocations as in business accounting. Expenses reflect the cost of goods or services used.

External Agency: A non-governmental agency, usually of nonprofit legal status, which may request public funds for use on programs benefiting social, cultural, or economic needs of the City.

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

Fiscal Year: A 12-month period of time, from July 1 through June 30, to which the annual budget applies.

Fixed Asset: An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing \$5,000 or more with an expected life of more than one year.

Fringe Benefits: For budgeting purposes fringe benefits include employer payments for social security, retirement, group health insurance, life insurance, dental insurance, workers compensation, and travel allowances.

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.

Full Cost Accounting: Type of accounting concerned with accumulating both direct and indirect costs for financial reporting and decision-making purposes. By using this accounting technique, the City is able to assess the complete total cost of providing a service and its associated benefits.

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 (based on a 40hr. work week and a 52 week work year; does not include temporary part-time staff).

Function: A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a similar broad goal or major service. Examples of functions within the City of Concord include Public Safety, Cultural and Recreational, and General Government.

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: Amounts shown as fund balance represent a running total of monies over the years that remain unspent after all budgeted expenditures have been made. Generally speaking, fund balance includes reserve or "rainy day" monies. 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 Council requires the City to maintain a minimum 35% General Fund fund balance reserve.

Funding Sources: Identifies fund(s) that will provide money for project expenditures.

Goal: A broad policy statement outlining the general direction or intent of an organizational unit's major activities within a medium-range time period, usually 3-5 years.

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

General Fund: A governmental fund used to account for all 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.

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.

Indirect Cost: The component of the total cost for a service that is provided by and budgeted within another department or division. Indirect costs are budgeted to more accurately reflect the true total cost for such services such as those provided by the Administrative Departments.

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.

Lease/Installment-Purchase Financing: A method of purchasing equipment in which payments are spread over a period of time, usually 3-7 years. The purchased equipment serves as collateral.

Line-Item: A budgetary account representing a specific object of expenditure.

Mayor: An individual elected at-large for four-year terms to serve as chair the City's governing body and the leader of the City.

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.

Objective: Outcome-based statements that specify - in measurable terms - what will be accomplished within the budget year.

Operating Budget: A financial plan for the provision of direct services and support functions.

Operations: The portion of the budget pertaining to the daily operations that provides basic governmental services. The operating portion of the budget contains appropriations for such expenditures as supplies, utilities, materials, and travel.

Ordinance: A formal legislative enactment by the City Council that has the full force and effect of law within the boundaries of local, State, and Federal law.

Outcome Management: A refinement of the Performance Management concept, Outcome Management is structured to place the focus on the end product, not the process. It is defined by high level, core outcomes that determine the service delivery components.

Pay-As-You-Go (or Pay-Go): Financial policy of a government unit that finances capital outlays from current revenues rather than from borrowing.

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 or not a service objective has been met. It measures the effectiveness of achieving the objective or how well the objective has been accomplished.

Performance Measurement: The regular collection of quantifiable information regarding the results of city services. It includes the measurement of the kind of job we are doing and includes the effects our efforts are having in our community

Personnel Services: Salaries and wages paid to employees for full-time, part-time, and temporary work including

overtime and similar compensation. Also included in this account group are fringe benefits paid for employees.

Policy: A direction that must be followed to advance toward a goal. The direction can be a course of action or a guiding principle.

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 (ex. cost per ton of on-time yard waste/leaf collection)

Program: A well-defined portion of the operating plan for which a distinct set of goals and outcomes may be developed.

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.

Public Safety: A group of expenditure related to the provision and enforcement of law enforcement, fire, disaster protection, traffic safety, and communication.

Reappraisal: 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.

Reserve: An account designated for a portion of the fund balance that is to be used for a specific purpose.

Retained Earnings: Amounts shown as retained earnings represent accumulated earnings of proprietary funds after all budgeted business expenses have been made.

Revenue: Funds the City receives as income. It includes tax payments, fees for services, grants, fines, forfeitures and interest income.

Revenue Bonds: Bonds issued by a government that are backed by a specific revenue source – such as special assessments, water/sewer fees, and electric fees.

Taxes: Compulsory charges levied by a government for the purpose of 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. This term, also, does not refer to user charges for enterprise type services (i.e. water, wastewater, electricity) or special or enhanced services or products benefiting a single party. See also "User Fees/Charges."

Tax Levy: The resultant product when the tax rate per one-hundred dollars valuation is multiplied by the total taxable valuation, or tax base.

Special Revenue Fund: A fund used to account for the proceeds from specific revenue sources that are restricted or

committed to expenditure for specified purposes other than debt service or capital projects.

Surplus: The amount by which revenues exceed expenditures.

Unassigned Fund Balance/Undesignated Retained Earnings: The portion of a fund's unspent monies, or reserves, that is not restricted for a specific purpose and is available for general appropriation.

User Fee/Charge: The payment for direct receipt of a service by the party benefiting from the service.

Working Capital: The result of Current Assets minus Current Liabilities which is considered a good measure of both an organization's efficiency and its financial health.

Workload Measure: A performance measure identifying how much or how many products or services were produced.

COMMON BUDGET & PERFORMANCE MEASUREMENT ACRONYMS

CDBG = Community Development Block Grant

CIP = Capital Improvement Plan

COPS = Certificates of Participation

FTE = Full-time Equivalent

FY = Fiscal Year

GAAP = Generally Accepted Accounting Principles

GASB = Governmental Accounting Standards Board

GFOA = Government Finance Officers Association

GO Bonds = General Obligation Bonds

NCGS = North Carolina General Statute

NCLGPMP = North Carolina Local Government Performance Measurement Project

PIP = Pedestrian Improvement Plan

PM = Performance Measurement

UDO = Unified Development Ordinance

WSACC = Water & Sewer Authority of Cabarrus County