



Town of Clover

South Carolina

2024-2025 Budget



The town with love in the middle.

Annual Budget
July 1, 2024 - June 30, 2025



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Executive Summary FY 2024 - 2025 Budget

The Town of Clover FY 2024-2025 Budget represents a fiscally responsible and balanced financial plan, enabling the Town to respond to the needs of its citizens and customers by using a limited resource of funds. Based on best estimates from the prior year as well as on recent growth trends, the Town is and will continue to be on solid financial ground. Expenditures will continue to be closely monitored and, if necessary, delayed or cancelled to ensure that the Town's financial position remains solid in the face of economic uncertainties.

After the budget adoption, the Town received confirmation of \$5,500,000 in state funding. These funds are not included in the FY24-25 budget. This revenue and the associated expenditures will be presented as a budget amendment.

Notable Revenues

- Operating millage rate of 135.5 mills – a 5 mill increase.
- Capital millage of 2.3 mills for 2012 General Obligation Bond (New Centre Park and Town Hall acquisition and renovation) – no change.
- No fee increase was budgeted for planning, zoning or building permits or for Larne Building rental rate but staff will conduct a review and present findings which may lead to increases.
- Water and sewer rates on volume increased by 4%.
- The Enterprise Fund to reimburse the General Fund quarterly for certain shared expenses based on established ratios which were updated during the budget review.

Notable Expenditures

- 4.0% COLA increase for town employees plus an additional 3% for merit increases.
- No increase in Retirement System. Rates are: SCRS 18.56% and PORS 21.04%.
- 11.7% increase in PEBA Health Insurance on January 1, 2025.

Administration Department

- New Town Administrator
- Implement new AMI water billing system
- Complete ARPA expenditure reporting
- Lease purchase emergency generator for Town Hall and new vehicle
- Replace HVAC and improve parking lot
- Larne Building improvements (flooring)
- Implement new cybersecurity programs

Development Services Department

- Lease purchase new vehicle, replace building HVAC, and purchase radio
- Abate nuisance properties as needed
- Update Fee Schedule

Economic Development/Main Street

- Complete Economic Development incentives package and History Tour
- Main Street and Centennial Park Revitalization
- Beautification activities to include new Christmas decorations

Fire Department

- Update fire service agreement with York County
- Hydrant testing program
- New software for inspections and pre-plans
- Fire substation construction

Legislative Department

- Cell phones
- Continuing education and training

Municipal Court

- Municipal Judge agreement
- Building improvements to comply with ADA

Police Department

- Lease purchase three (3) replacement vehicles
- Grant for K-9 Unit and retrofit speed detector signs
- Replace generator and HVAC

Recreation Department

- Clover Community Center Improvements (rear awning)
- Roosevelt Park building demolition and fencing
- Clover Community Park Bathroom rehab with PARD funding
- Lease purchase truck and emergency generator
- Strategic planning for future park needs

Streets and Sanitation Department

- Lease purchase tractor and rear loader garbage truck
- New shed at Armory

Water and Sewer Department

- Capital projects including AMI meter system, rehabilitation of 3 lift stations, sewer line sliplining, and emergency generators
- Rate and Capacity Fee Study

Hospitality Tax

- St. Patrick's Festival, Butts Cookoff and Highland Games
- Special Events: Movies in the Park, Nights @ New Centre and seasonal/holiday programs as well as Clover Main Street events

Capital Projects

- Guinn Street Parking Lot
- Main Street Revitalization
- Parking at New Centre Park and Roosevelt Park
- Training Facility (Rescue Squad) renovation

ARPA

- Funds to be used for employee salaries and bonus, Guinn Street Parking Lot, Fire Department Substation, and HVAC replacement at Town Hall, Fire Department, and Police Department and the PD Generator.

BUDGET SUMMARY

FY 2024 - 2025 Budget

General Fund

	<u>FY 24-25</u>
Administration	\$1,025,300
Development Services	\$365,400
Economic Dev/Main Street	\$160,000
Fire Department	\$555,250
Legislative	\$163,400
Municipal Court	\$153,800
Police Department Includes SRO	\$3,904,700
Recreation Department	\$1,426,850
Streets & Sanitation	\$1,496,950
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	\$9,251,650
Contribution to Fund Balance	\$720,550
Transfers To	
Capital Projects (Recreation)	\$ 813,000
Economic Development Fund	\$ 20,000
Total Expenditures	\$10,805,200
Revenues	\$8,274,200
Transfers From	
Enterprise Fund (R/I GF for Expenses)	\$ 561,500
DEU	\$ 11,500
ARPA	\$ 1,958,000
Budgeted Fund Balance	\$ 0
Total Revenues	\$10,805,200

Enterprise Fund

	<u>FY 24-25</u>
Water and Sewer Dept	\$ 10,266,000
Transfers To	
General Fund (R/I GF for Expenses)	\$ 561,500
Replacement and Rehabilitation Fund	\$ 0
Total Expenditures	\$10,827,500
Revenues	\$ 4,123,500
Transfers From	
Budgeted Fund Balance	\$ 6,704,000
Total Revenues	\$10,827,500

Special Revenue Funds

Hospitality Tax

Expenditures	\$ 445,200
Transfers To Capital Projects	\$ 5,500
Total Expenditures	\$ 450,700
Revenues	\$ 416,200
Transfers From	\$ 0
Budgeted Fund Balance	\$ 34,500
Total Revenues	\$ 450,700

Fire Department Supplements

Expenditures	\$41,000 reserved	\$ 0
Transfers To Capital Projects		\$1,040,000
Total Expenditures		\$ 1,081,000
Revenues		\$ 38,000
Transfers From		\$ 0
Budgeted Fund Balance		\$ 1,043,000
Total Revenues		\$ 1,081,000

Fire Department Recreation (1%)

Expenditures	\$ 41,200
Transfers To	\$ 0
Total Expenditures	\$ 41,200
Revenues	\$ 31,200
Transfers From	\$ 0
Budgeted Fund Balance	\$ 10,000
Total Revenues	\$ 41,200

Drug Enforcement Unit

Expenditures	\$ 1,000
Transfers To General Fund	\$ 11,500
Total Expenditures	\$ 12,500
Revenues	\$ 12,500
Transfers From	\$ 0
Budgeted Fund Balance	\$ 0
Total Revenues	\$ 12,500

Capital Projects

Expenditures		\$ 5,925,000
Transfers To	Fund Balance	\$ 550,000
Total Expenditures		\$ 6,475,000
Revenues		\$ 16,000
Transfers From		\$ 0
General Fund (Recreation, Armory Roof, Street Repair)		\$ 813,000
ARPA (Fire Substation and Guinn Street Parking Lot)		\$ 1,235,000
Hospitality Tax (Mural/Art at Centennial Park)		\$ 5,500
Fire Department Supplement (Fire Substation)		\$1,040,000
Budgeted Fund Balance		\$ 3,365,500
Total Revenues		\$ 6,475,000

Total Operating Budget	\$20,112,100
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Total Operating Budget includes all expenditures except transfers to Capital Projects (from General and Htax Funds).

Total Capital Budget	\$6,475,000
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GENERAL FUND BUDGET

REVENUES		2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
		\$ 7,278,672	\$ 8,368,900	\$ 8,274,200
Enterprise Fund Transfer In		\$ 423,000	\$ 459,500	\$ 561,500
Special Revenue Transfer In				
	DEU	\$ -	\$ 11,500	\$ 11,500
	Economic Development	\$ -	\$ -	\$ -
	ARPA	\$ 198,808	\$ -	\$ 1,958,000
Budgeted Fund Balance				
	General Fund	\$ 514,827	\$ 583,800	\$ -
	Capital Projects	\$ -	\$ -	\$ -
	Enterprise Fund	\$ -	\$ -	\$ -
TOTAL REVENUES		\$ 8,415,307	\$ 9,423,700	\$ 10,805,200

EXPENDITURES		2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-535	Administration Department	\$ 782,672	\$ 893,450	\$ 1,025,300
10-545	Development Services	\$ 265,089	\$ 373,500	\$ 365,400
10-550	Economic Development/Main Street	\$ -	\$ 146,500	\$ 160,000
10-510	Fire Department	\$ 289,492	\$ 522,200	\$ 555,250
10-520	Legislative Department	\$ 135,077	\$ 168,000	\$ 163,400
10-530	Municipal Court	\$ 149,777	\$ 162,000	\$ 153,800
10-515	Police Department	\$ 3,268,020	\$ 4,012,900	\$ 3,904,700
10-525	Recreation Department	\$ 1,049,547	\$ 1,456,050	\$ 1,426,850
10-500	Streets and Sanitation	\$ 1,318,184	\$ 1,533,700	\$ 1,496,950
TOTAL		\$ 7,257,858	\$ 9,268,300	\$ 9,251,650

TRANSFERS		2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
	To Capital Projects - Recreation	\$ 100,500	\$ 100,000	\$ 250,000
	To Capital Projects - Armory	\$ -	\$ -	\$ 263,000
	To Capital Projects - Major Street	\$ 90,000	\$ -	\$ 300,000
	To Economic Development Fund	\$ -	\$ 55,400	\$ 20,000
Contribution to Fund Balance		\$ -	\$ -	\$ 720,550
TOTAL		\$ 190,500	\$ 155,400	\$ 1,553,550

The General Fund is used to account for all revenues and expenditures applicable to general operations of the Town and is used to record all financial transactions not required to be accounted for in another fund. The General Fund accounts for all the revenues and expenditures necessary to carry out basic governmental activities of the Town such as police protection, fire protection, recreation, court, refuse disposal, legal and administrative services. Appropriations are made from the fund annually. The fund will exist indefinitely.

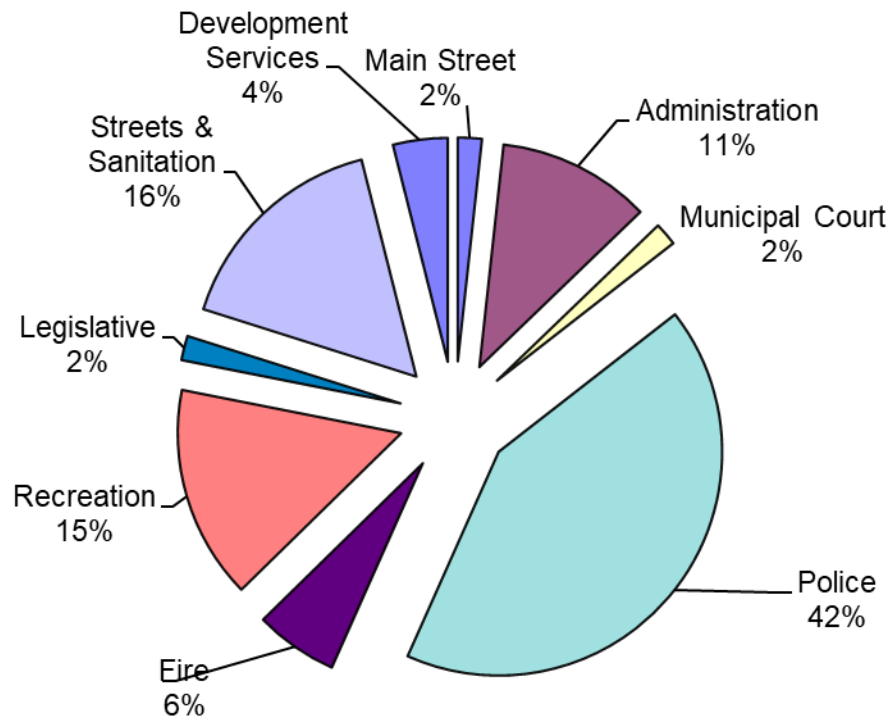
Departments

Administration
Development Services
Economic Development/Main Street
Fire Department
Legislative
Municipal Court
Police Department
Recreation Department
Streets and Sanitation (includes Stormwater Maintenance)

Taxing Authority

The Town of Clover has the authority to levy and collect taxes on all property, real and personal, not exempt by general law from taxation, situated within the corporate limits of the Town pursuant to Article X of the S.C. Constitution and Sections 57-30 and 5-21-110 of the Code of Laws of South Carolina, 1976, as amended.

Expenditures by Department As a Percentage of General Fund



ENTERPRISE FUND (WATER/SEWER BUDGET)

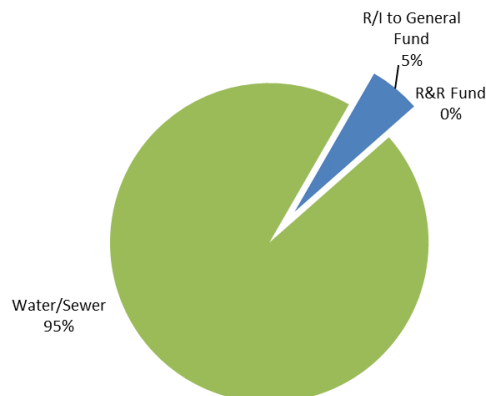
REVENUES	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
	\$ 4,344,054	\$ 8,935,000	\$ 4,123,500
General Fund Transfer In	\$ -	\$ -	\$ -
Budgeted Fund Balance			
Enterprise Fund Balance		\$ 931,500	\$ 6,329,000
Capacity Fees		\$ 1,540,000	\$ 150,000
R&R Fund			\$ 225,000
TOTAL	\$ 4,344,054	\$ 11,406,500	\$ 10,827,500

EXPENDITURES	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
20-555 Water/Sewer Department	\$ 3,932,557	\$ 10,947,000	\$ 10,266,000
Contribution to Fund Balance			
TOTAL	\$ 3,932,557	\$ 10,947,000	\$ 10,266,000

TRANSFERS	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
Reimbursement to General Fund for Shared Operations	\$ 426,600	\$ 459,500	\$ 561,500
Replacement & Rehabilitation Fund	\$ -	\$ -	\$ -
TOTAL	\$ 426,600	\$ 459,500	\$ 561,500

The Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises – where the costs (expenses including depreciation) of providing water and sewer services to the general public on a continuing basis are financed or recovered primarily through user charges. The Town often refers to its Enterprise Fund as the Water/Sewer Fund.

Expenditures by Department As a Percentage of Enterprise Fund



GENERAL FUND REVENUE

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-400				
4000	Property Tax - Current	\$ 3,016,346	\$ 3,450,000	\$ 3,450,000
4002	Property Tax - Prior	\$ 91,715	\$ 70,000	\$ 70,000
4004	Vehicle Prop. Tax - Current	\$ 416,027	\$ 415,000	\$ 450,000
4008	Garbage Revenue	\$ 486,960	\$ 550,000	\$ 550,000
4012	Court Fines	\$ 37,276	\$ 40,000	\$ 75,000
4014	Business Licenses	\$ 1,186,007	\$ 1,200,000	\$ 1,300,000
4015	Zoning Permit Fees	\$ 6,913	\$ 5,000	\$ 10,000
4016	Building Permits	\$ 136,245	\$ 150,000	\$ 100,000
4018	Cemetery Donations/Assess	\$ 11,950	\$ 10,000	\$ 12,000
4019	Donations	\$ 50	\$ 1,000	\$ 1,000
4021	Park Rental Fees	\$ 7,855	\$ 8,000	\$ 8,000
4024	Recreation Revenue	\$ 130,968	\$ 110,000	\$ 150,000
4025	Recreation Concessions	\$ 1,808	\$ 1,000	\$ 1,000
4026	Sale of Fixed Assets	\$ 301	\$ 10,000	\$ 40,000
4028	Interest Income	\$ 75,049	\$ 85,000	\$ 120,000
4030	Miscellaneous Revenues	\$ 3,365	\$ 1,400	\$ 5,000
4033	Larne Building Rental	\$ 34,395	\$ 28,000	\$ 30,000
4042	Recreation Supplement	\$ 201,300	\$ 213,400	\$ 217,500
4047	Police Grant - SRO	\$ -	\$ 515,700	\$ 267,500
4048	Grant-Recreation	\$ 4,500	\$ 53,600	\$ 50,600
4049	Misc Grant Revenue	\$ 168,144	\$ 172,000	\$ 22,000
4050	State Apportionment	\$ 257,885	\$ 183,500	\$ 175,000
4052	Other Revenues	\$ 44,973	\$ 30,000	\$ 40,000
4054	Franchise Fees	\$ 530,215	\$ 500,000	\$ 475,000
4056	Payment In Lieu Of Taxes	\$ 14,006	\$ 6,000	\$ 7,400
4060	Gallerly 120 Programs	\$ 5,489	\$ 3,500	\$ 5,000
4070	York County Fire Supplement	\$ 34,444	\$ 32,800	\$ 36,000
4211	Festival Revenue	\$ 51,486	\$ 40,000	\$ 41,000
4800	Lease Purchase Financing	\$ 323,000	\$ 484,000	\$ 565,200
TOTAL		\$ 7,278,672	\$ 8,368,900	\$ 8,274,200

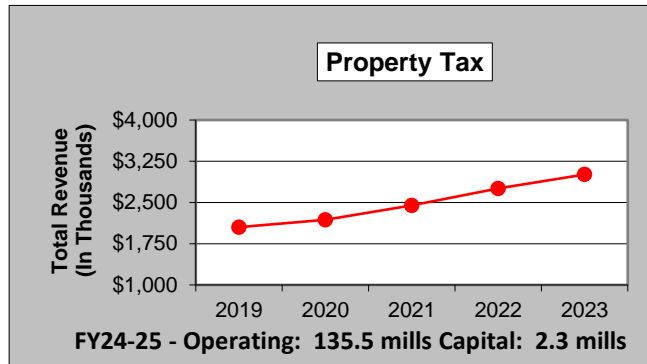
GENERAL FUND REVENUES

[4000] PROPERTY TAX – CURRENT

\$ 3,450,000

The approved budget anticipates an operating tax millage rate of 135.5 mills on all real and personal property within the Town of Clover, a 5 mill increase over the prior year.

The new operating millage is a 3.8% increase. 135.5 mills equal a tax of \$135.50 on every \$1,000 in assessed value of real estate and personal property. The value of a mill for tax year 2024 is estimated to be \$30,715, an increase of \$395 over the prior year. For capital, the budget anticipates 2.3 mills which is the same as the prior year.



Property taxes are assessed by the York County Tax Assessor's Office and the SC Department of Revenue. Tax values were reassessed in 2019.

Line item also includes Merchant Inventory, Homestead Exemption, Manufacturer's Depreciation, and Penalties for delinquent payments (3% after January deadline; an additional 7% after the February deadline; and an additional 5% after the March deadline).

[4002] PROPERTY TAX – PRIOR

\$ 70,000

This revenue category consists of all outstanding delinquent real estate and personal property taxes from the preceding years and penalties. York County provides delinquent tax collection services for the Town of Clover.

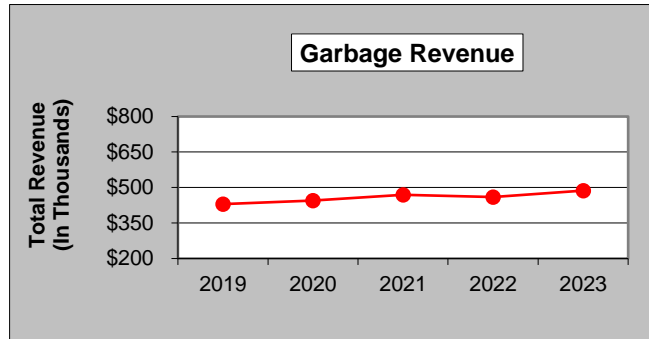
[4004] VEHICLE PROPERTY TAX - CURRENT

\$ 450,000

The assessed value of motor vehicles for tax year 2024 is estimated to be approximately \$3.7 million, calculated based on information provided by the York County Tax Assessor's Office. This line item includes vehicle tax delinquent penalties.

[4008] GARBAGE REVENUE**\$ 550,000**

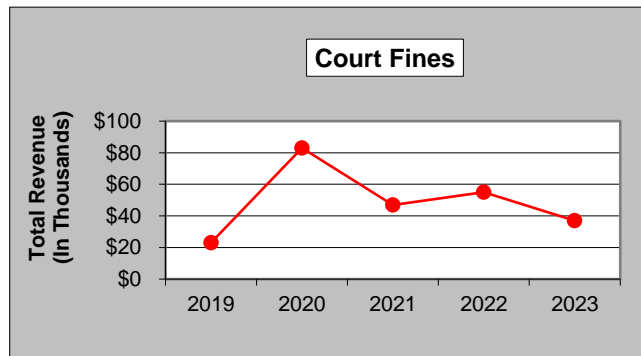
Revenue consisting of fees assessed for residential and commercial solid waste collection and disposal. The rate will remain at \$17 per month. The last fee increases were in July 2023 (\$1 increase) and July 2015 (\$1 increase).



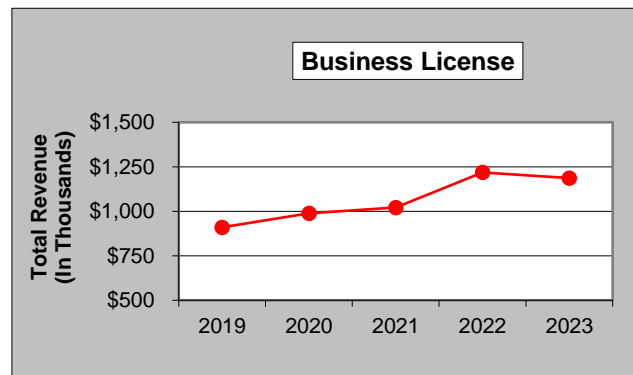
Effectively July 1, 2024, the Town stopped providing curbside recycling. Effective January 1, 2015, the Town stopped providing commercial dumpster services. In 2020, the Town stopped providing garbage service to non-residential properties, i.e. businesses and churches.

[4012] COURT FINES**\$ 75,000**

This line item represents the revenues collected through the Clover Municipal Court from traffic and criminal fines and from Code Enforcement fines.

**[4014] BUSINESS LICENSES****\$ 1,300,000**

All businesses and/or vendors, excluding those exempted by law, are required to obtain a business license in accordance with the Town's Business License Ordinance. The Municipal Association of South Carolina collects business license fees on insurance companies and telecommunications. The license year is May 1 to April 30.

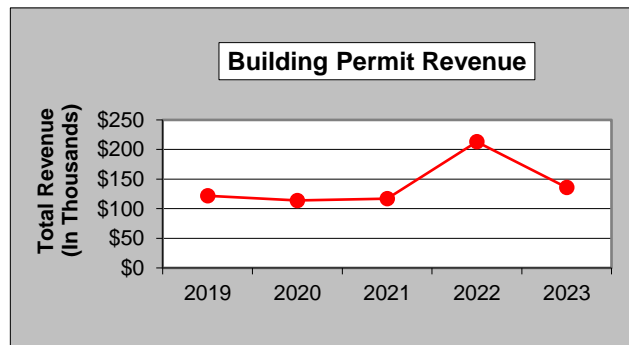


[4015] ZONING PERMIT FEES**\$ 10,000**

The Town of Clover began to assess permit fees for a variety of planning and zoning services including zoning determinations for new businesses, subdivision review, grading permits and various filing fees, e.g. Board of Zoning Appeals cases, effective July 1, 2006. Resolution 11-05 sets forth the current permit fees. Fees will be studied during this fiscal year and may be amended by Council.

[4016] BUILDING PERMITS**\$ 100,000**

Revised permit fees were adopted in September 2011 (see Resolution 11-05). Permit revenues are expected to decrease based on current construction activity, specifically the final sections of Penley Place and new construction at The Arbors and Clover Mill. Fees will be studied during this fiscal year and may be amended by Council. The spike in FYE2022 are the ~140 building permits for Boshamer Farms.

**[4018] CEMETERY REVENUE****\$ 12,000**

This revenue represents proceeds from the sale of new plots from the new sections of Clover Community and Woodside Cemeteries. The line item also includes the fee paid by the funeral homes for burials, the \$25 finance fee, and other fees set forth in Resolution 09-06. Private donations are also accepted to make improvements at the cemeteries.

[4019] DONATIONS**\$ 1,000**

This revenue is from unexpected donations.

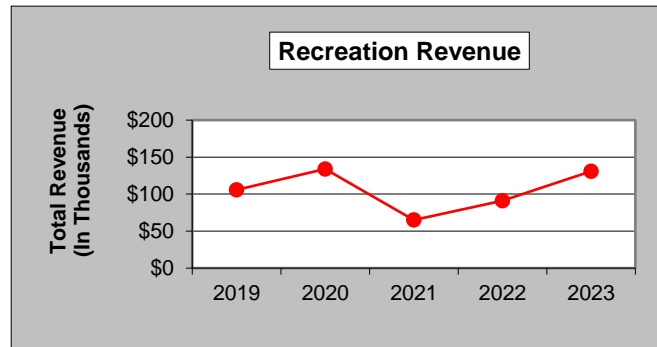
[4021] PARK RENTAL FEES**\$ 8,000**

This line item represents the revenues collected from rental of recreation facilities including Gallery 120, field rentals, picnic shelters and the Splash Pad. Rental rates were established by Resolution 21-02.

[4024] RECREATION REVENUE**\$ 150,000**

This line item represents the revenues received from registration fees for participation in Town recreation programs. Effective Fall 2023, the fee for participation is \$70 per participant for youth sports requiring referees and umpires and \$50 for non-competitive programming (Resolution 23-09).

This line also includes sponsorship donations.

**[4025] RECREATION CONCESSIONS****\$ 1,000**

Revenues collected from the sales of concession items at Clover Community Park, Roosevelt Park and New Centre Park. Due to the tight labor market, the Town uses food trucks for services.

[4026] SALE OF FIXED ASSETS**\$ 40,000**

Income received from the sale of equipment and/or vehicles that have been replaced or are no longer in use. Sale expenses, e.g. GovDeals fees, are debited from proceeds.

[4028] INTEREST INCOME**\$ 120,000**

This line item includes the interest income earned from investments in the State Investment Pool and from the Town's local checking accounts. Interest rates expected to remain higher than previous years.

[4030] MISCELLANEOUS REVENUES**\$ 5,000**

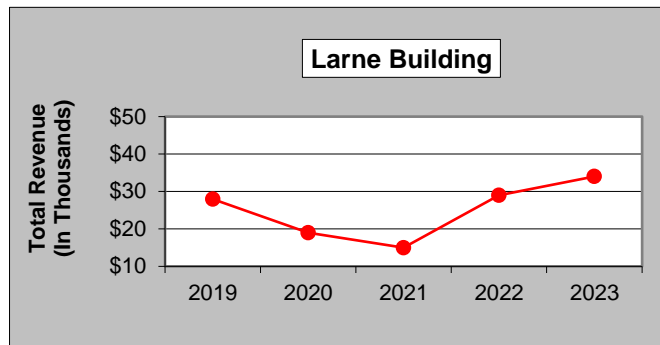
This line item includes, but is not limited to revenues received from the following sources:

- Police Reports (\$5.00 each) and PD vending machine
- Garage Sale Permits (\$1.00 in-town, \$5.00 out-of-town)
- Bonfire permits (\$50)
- Copies of documents including Town Ordinances and Code, Zoning and Land Development Regulations, and the Business License Ordinance
- Miscellaneous copies and fax use

[4033] LARNE BUILDING RENTAL**\$ 30,000**

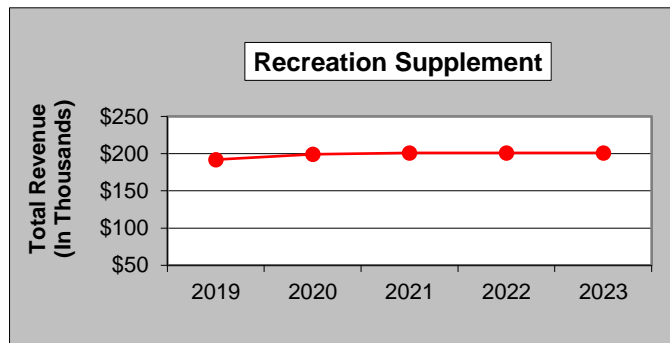
Since January 1, 2009, the rental rates have been \$300 for in-town residents and \$400 for out-of-town residents. In July 2012, rates were reduced for Monday-Thursday rentals. In addition to the rental fee, a \$150 security deposit is required but is refunded if the building is left in proper order.

Fees will be studied during this fiscal year and may be amended by Council.

**[4042] RECREATION SUPPLEMENT****\$ 217,500**

This line item represents the financial supplement received from York County for the provision of recreational programs to County residents. Approximately 70% of the participation in Town recreation is from out-of-town residents.

The purpose of the York County Recreation Supplement fund is to offset the county residents participation cost to serve. The Municipal Recreation Association of York County proposal to fund based on population was approved with Clover and York County/Field Day Park splitting the allocation for District 2.

**[4047] POLICE GRANT - SRO****\$ 267,500**

The SC Department of Public Safety awarded the Town a School Resource Officer Grant in June 2023. The grant covers the purchase of three new vehicles and associated equipment and the all salary, training, uniforms, etc., costs for the three new SROs at Larne, Kinard and Blue Eagle Virtual Academy for the 3-year term of the grant.

[4048] GRANT - RECREATION**\$ 50,600**

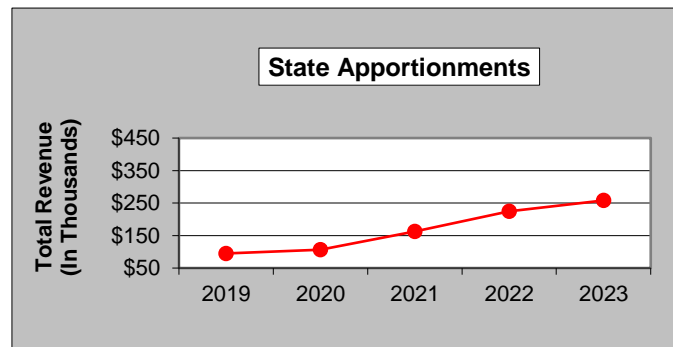
PARD grant for Clover Community Park bathroom repairs.

[4049] MISCELLANEOUS GRANT REVENUE**\$ 22,000**

The Town intends to apply for SCMIT and SCMIRF Safety Grants for public works, law enforcement and fire.

[4050] STATE APPORTIONMENTS**\$ 175,000**

In 1991, the South Carolina General Assembly made significant changes in the distribution of state shared revenues to political subdivisions pursuant to the adoption of Section 6-27-10 of the SC Code of Laws. This act established a Local Government Fund that replaced the formula funding that had previously come from the following seven (7) sources: bank, beer, wine, gasoline, alcohol and income taxes and motor transport fees.

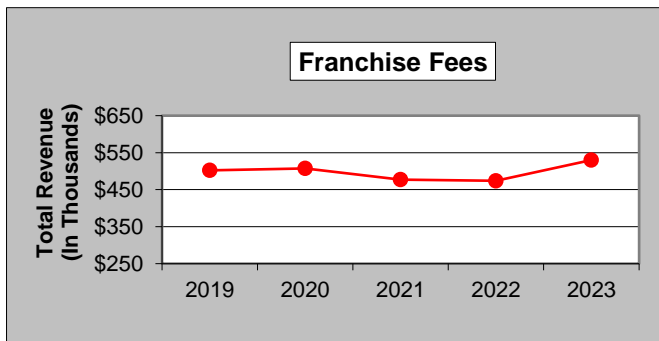


Act 84, signed into law on June 10, 2019, revised the State Aid to Subdivisions Act so as to establish a new method for appropriating the funds to be distributed to counties and municipalities. Municipal governments will still receive 16.722% of the Fund to be distributed based on the percentage of the town's population to the total municipal population. For FYE24, expect \$164,160 in revenue.

This line item also includes State accommodations taxes, road taxes and other miscellaneous revenues remitted by the State. Prior to FY25, it also included PEBA retirement credits from the State (\$19,500).

[4052] OTHER REVENUES**\$ 40,000**

This line item includes insurance claims payments, reimbursements to the Town such as Clover School District payments for police work at football games, SCMIT/SCMIRF return of surplus (if approved), reimbursements for psychological evaluations for new police officers, rental payments for Guinn Street property (The Vault), and other unanticipated revenues.

[4054] FRANCHISE FEES**\$ 475,000**

This line item includes the franchise fees received from Spectrum, Charter and Direct TV, and AT&T, and from Duke Energy (5%) and York Electric Cooperative (5%).

All other “business” license type fees are in Business Licenses.

[4056] PAYMENT IN LIEU OF TAXES**\$ 7,400**

This line item includes monies received from South Carolina Regional Housing Authority for the subsidized housing in Clover.

[4060] GALLERY 120 PROGRAMS**\$ 5,000**

Donations and participation fees for various programs offered through Gallery 120 including summer Youth Art Camps.

[4070] YORK COUNTY FIRE DEPARTMENT SUPPLEMENT**\$ 36,000**

Revenues paid to the Town by York County under the terms of the Fire Services Agreement.

[4211] FESTIVAL REVENUE**\$ 41,000**

Includes proceeds from the sale of St. Patrick’s Day Festival posters, notecards, and vendor fees as well as reimbursement from Hospitality Tax for over-time salary and revenues from sale of tickets after expenses, e.g. net revenues for ticket sales of rides at St. Patrick’s Day.

[4800] LEASE PURCHASE FINANCING**\$ 565,200**

Reimbursement from financial institutions for purchases made through lease purchase agreements. New Lease Purchases for FYE25:

Streets	Tractor	\$	50,000.00
Fire	Truck (replacement)	\$	46,500.00
Fire	Forcible Entry Tools	\$	42,700.00
Police	Police Vehicles - 3	\$	210,000.00
Recreation	Truck (replacement)	\$	46,000.00
Admin	Replacement Vehicle	\$	40,000.00
Dev Services	New Vehicle (Building Inspector)	\$	30,000.00
		\$	465,200.00

The budget includes financing for equipment to be leased through the FYE24 lease program: generators for Town Hall and the Community Center for \$100,000.

TOTAL GENERAL FUND REVENUES**\$8,274,200****ENTERPRISE FUND TRANSFER IN****\$ 561,500**

Reimbursement for administrative, legislative and other operational costs

SPECIAL REVENUE TRANSFER IN**\$ 11,500**

DEU: \$ 11,500 (vehicle repayment)
ARPA: \$ 1,958,000

BUDGETED FUND BALANCE**\$ 0**

Fund Balance allocation was not necessary due to the use of ARPA funding for revenue replacement. The FYE25 budget anticipates \$720,550 in unspent revenues.

**GENERAL FUND
ADMINISTRATION DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-535				
5000	Salaries	\$ 336,347	\$ 328,950	\$ 342,000
5004	Overtime	\$ -	\$ 2,000	\$ 2,500
5006	Social Security	\$ 24,795	\$ 25,450	\$ 26,400
5008	Retirement	\$ 60,019	\$ 61,440	\$ 63,900
5009	Deferred Compensation Match	\$ 3,173	\$ 3,750	\$ 3,250
5010	Insurance - Health	\$ 37,367	\$ 35,550	\$ 39,200
5012	Workers Comp	\$ 269	\$ 460	\$ 1,100
5014	Unemployment Compensation	\$ 1,614	\$ -	\$ -
5015	Employee Wellness	\$ 5,293	\$ 4,000	\$ 4,000
5016	Utilities	\$ 5,293	\$ 5,000	\$ 5,000
5017	Telephone	\$ 2,106	\$ 1,250	\$ 1,000
5018	Maintenance/Supplies	\$ 1,304	\$ 500	\$ 1,000
5020	Vehicle - Repairs	\$ 168	\$ 300	\$ 500
5021	Vehicle - Routine Main	\$ 627	\$ 500	\$ 500
5022	Vehicle - Fuel	\$ 1,066	\$ 1,300	\$ 1,300
5027	Insurance - Property	\$ 6,131	\$ 7,500	\$ 5,800
5028	Insurance - Vehicle	\$ 446	\$ 500	\$ 500
5030	Insurance - Tort	\$ 2,209	\$ 2,650	\$ 2,800
5032	Insurance - Bond	\$ 100	\$ 100	\$ 650
5037	Uniforms & Equipment	\$ 559	\$ 600	\$ 500
5058	Bank Charges	\$ 1,581	\$ 2,000	\$ 2,000
5059	Office Supplies/Equipment	\$ 11,450	\$ 15,000	\$ 14,000
5068	Building Maintenance	\$ 8,003	\$ 8,000	\$ 10,000
5076	Advertisement	\$ 936	\$ 2,000	\$ 2,000
5092	Dues & Subscriptions	\$ 15,915	\$ 10,000	\$ 10,000
5094	Training/Mtgs/Travel	\$ 11,289	\$ 6,500	\$ 7,500
5098	Legal fees	\$ 7,956	\$ 40,000	\$ 50,000
5100	Auditing Fees	\$ 29,000	\$ 22,800	\$ 27,300
5118	HolidayCert/Awards/Dinner	\$ 14,650	\$ 15,000	\$ 16,000
5122	Computer Maint & Prog	\$ 87,600	\$ 72,500	\$ 45,000
5130	Postage	\$ 3,532	\$ 2,500	\$ 2,600
5176	Professional Services	\$ 51,582	\$ 80,000	\$ 57,000
5198	Technology Subscriptions	\$ -	\$ 29,350	\$ 34,500
5201	Tax Collection Fees	\$ 7,821	\$ 4,500	\$ 6,000
5202	Equipment Lease	\$ 16,021	\$ 10,000	\$ 14,000
5204	Capital Lease	\$ -	\$ 8,500	\$ 20,100
5210	Larne Building Expenses	\$ 13,621	\$ 16,000	\$ 15,000
5410	Capital Expenditures	\$ 1,950	\$ 25,000	\$ 97,000
5411	Capital Expenditures - Financed	\$ -	\$ 39,000	\$ 90,000
5419	Economic Development	\$ 7,706	\$ -	\$ -
5422	Armory Expenses	\$ 3,173	\$ 3,000	\$ 3,400
TOTAL		\$ 782,672	\$ 893,450	\$ 1,025,300

ADMINISTRATION DEPARTMENT

SERVICE DELIVERY

The Administration Department provides the administrative and clerical support required for the general operations of the Town. The Water/Sewer Fund reimburses the General Fund for the expenses that are associated with the operation of the Water/Sewer Fund such as administrative staffing, bank charges, and IT support.

The Department is staffed by the Town Administrator, Town Treasurer, Town Clerk, Account Specialist and Customer Service Coordinator. The Town Administrator oversees the day-to-day operations of the Town.

Administration is also responsible for all the financial reporting of the Town, along with the proper billing and receiving of all revenues generated for the Town, and all expenditures incurred by the Town. Revenue sources include, but are not limited to, taxes, business licenses, court receipts, permits, governmental grant proceeds and state apportionments. In addition, the Administration Department is responsible for the disbursement of funds required for operating the Town. Expenditures include, but are not limited to, vendor payments for operating supplies, employee payroll and salary related withholdings, and intergovernmental payments.

BUDGET GOALS

- Hire new Town Administrator and lease purchase new vehicle
- Implement new AMI water billing system
- Complete American Rescue Plan Act of 2021 expenditure reporting
- Assist other departments with major projects to be funded by State allocations such as water/sewer improvements, Main Street Revitalization, Rescue Squad renovation, new indoor recreation center and American Thread nuisance abatement
- Capital projects include replacing HVAC and rehabilitating parking lot
- Internet bandwidth upgrade and new cybersecurity programs
- Lease purchase emergency generator for Town Hall
- Larne Building improvements (flooring) and Town Hall improvements to comply with ADA
- Adopt financial policies and procedures manual

DEPARTMENT DETAIL

PERSONNEL

		General Fund	Water/Sewer
Administrator	Allison Harvey	67%	33%
Treasurer	Joanna Medlin	67%	33%
Town Clerk	Phillips Dunbar	85%	15%
Account Specialist		15%	85%
Customer Service Coordinator	Laura Ramsey	0%	100%

SERVICES

- Business Licenses
- Yard Sale Permits
- Larne Building Rental
- Economic Development
- Financial Management
- Water/Sewer Billing and Payment
- Customer Service

FACILITIES AND EQUIPMENT

- TOWN HALL, 116 Bethel Street
 - Purchased in 2013; renovated and occupied in November 2014
- LARNE BUILDING – 103 N. Main Street
 - Purchased by Town in 1998
 - Used for special event rentals
- YMCA BUILDING – 107 South Main Street (leased to YMCA)
- STORAGE BUILDING – Located at Treatment Plant, Willow Street
- VEHICLE – 2015 Chevrolet Traverse, assigned to Town Administrator

BUDGET DETAIL
10-535

[5000] SALARIES	\$ 342,000
▪ Administrator, Treasurer, Town Clerk, Account Specialist and Customer Service Coordinator	
[5006] OVERTIME	\$ 2,500
[5006] SOCIAL SECURITY	\$ 26,400
[5008] RETIREMENT	\$ 63,900
[5009] DEFERRED COMPENSATION MATCH	\$ 3,250
▪ Town matches up to \$750/year for fulltime employees	
[5010] INSURANCE – HEALTH	\$ 39,200
▪ Effective July 1, 2022, the Town began participating in the PEBA health insurance plan. Under this plan, employees also contribute. A 11.7% increase is budgeted for January 1, 2025.	
[5012] WORKER’S COMPENSATION	\$ 1,100
[5015] EMPLOYEE WELLNESS	\$ 4,000
▪ Includes wellness and safety initiatives and awards, the annual Health & Wellness Fair, and employee assistance program	
[5016] UTILITIES	\$ 5,000
▪ This line item includes (for Town Hall and Festival meters)	
▪ Electric Duke Power	
▪ Water & Sewer Town of Clover	
▪ Sanitation Town of Clover	
[5017] TELEPHONE	\$ 1,000
▪ VOIP; staff cell phones; and repairs and maintenance	
[5018] MAINTENANCE & SUPPLIES	\$ 1,000
▪ Includes costs for miscellaneous supplies for Town Hall	

[5020] VEHICLE – REPAIRS	\$ 500
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 500
[5022] VEHICLE – FUEL	\$ 1,300
[5027] INSURANCE – PROPERTY/LIABILITY	\$ 5,800
<ul style="list-style-type: none"> ▪ This line item includes the insurance cost for the following buildings and their contents: Town Hall, the Larne Building, Armory and Storage Facility 	
[5028] INSURANCE –VEHICLES	\$ 500
[5030] INSURANCE - TORT	\$ 2,800
[5032] INSURANCE – BOND	\$ 650
<ul style="list-style-type: none"> ▪ Effective FYE25, all bond premiums fees in this line item; no longer distributed amongst departments 	
[5037] UNIFORMS/EQUIPMENT	\$ 500
[5058] BANK CHARGES	\$ 2,000
<ul style="list-style-type: none"> ▪ Fees charged for use of credit cards for in office and on-line bill pay 	
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 14,000
[5068] BUILDING MAINTENANCE	\$ 10,000
<ul style="list-style-type: none"> ▪ Includes cleaning, pest control, fire extinguisher and floor mat contracts as well as miscellaneous building and equipment repairs for Town Hall, e.g. HVAC, plumbing, and electrical. Landscaping contract for Town Hall, Police, Rescue Squad, Municipal Court and Clover Community Center also included. 	
[5076] ADVERTISEMENT	\$ 2,000
<ul style="list-style-type: none"> ▪ Public hearing and other meeting notices, employment ads, Main Street special events, and notices of general information 	
[5092] DUES AND SUBSCRIPTIONS	\$ 10,000
<ul style="list-style-type: none"> ▪ Includes professional dues (Rotary, MASC, etc.), Chamber, newspaper subscription, post office box rental, ASCAP, White Pages annual fee, Survey Monkey and Zoom, and Constant Contact. 	

[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 7,500
[5098] LEGAL FEES	\$ 50,000
▪ Town Attorney Beth Faulkner, Pope Flynn and other attorneys as needed	
[5100] AUDITING FEES	\$ 27,300
▪ Fees are split between Administration, Fire Department, and Municipal Court	
[5118] HOLIDAY CERTIFICATES/DINNER/AWARDS	\$ 16,000
▪ Holiday Dinner and Employee Bonus (\$100 full-time, \$50 part-time)	
▪ Service Awards	
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 45,000
▪ Monthly support agreement for IT work	
▪ Software subscriptions and renewals, including anti-virus, Max Remote, spam, and back-up services billed by Wise Computers	
▪ Cybersecurity training and prevention	
▪ Spectrum internet access (VOIP) upgrade	
[5130] POSTAGE	\$ 2,600
[5176] PROFESSIONAL SERVICES	\$ 57,000
▪ Utility bill and business license printing and mailing	
▪ Financial model	
▪ Human Resources consulting for compensation and classification	
▪ Municipal Code updates (printing costs)	
▪ Engineering Services (Joel Wood & Associates) for work performed on subdivision reviews and other general water/sewer related projects; W/S project work is charged to W/S Department; road assessments (proof rolls) in Streets	
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 34,500
▪ Major and/or recurring costs for software including CSI/Smartfusion modules, Website and Board/Agenda Module, and Archive Social	

[5201] TAX COLLECTION FEE **\$ 6,000**

- Fee for York County to collect Town taxes (\$0.40 per notice plus \$0.55 for nuisance liens)

[5202] EQUIPMENT LEASES **\$ 14,000**

- Copier and Postage Machine leases

[5204] CAPITAL LEASE **\$ 20,100**

- Emergency Generator (FYE24 lease) and Town Administrator Vehicle (FYE25 lease)

[5210] LARNE BUILDING EXPENSES **\$ 15,000**

- Operational expenses related to the Larne Building including utilities and repair costs plus minor improvements

[5410] CAPITAL EXPENDITURES **\$ 97,000**

- Larne Building flooring, parking lot improvements, and HVAC replacement (ARPA)

[5411] CAPITAL EXPENDITURES - FINANCED **\$ 90,000**

- Emergency Generator (FYE24 lease) and Town Administrator Vehicle (FYE25 lease)

[5422] ARMORY EXPENSES **\$ 3,400**

TOTAL ADMINISTRATION DEPARTMENT **\$ 1,025,300**

Many line items include expenses associated with the Water/Sewer Fund. These expenses will be reimbursed to the General Fund by the Water/Sewer Fund, based on established percentages.

**GENERAL FUND
DEVELOPMENT SERVICES DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-545				
5000	Salaries	\$ 95,359	\$ 141,200	\$ 145,500
5004	Overtime	\$ -	\$ 500	\$ 500
5006	Social Security	\$ 7,039	\$ 10,900	\$ 11,200
5008	Retirement	\$ 16,799	\$ 26,300	\$ 27,100
5009	Deferred Compensation Match	\$ 780	\$ 750	\$ 1,500
5010	Insurance - Health	\$ 13,729	\$ 20,600	\$ 22,850
5012	Workers Comp	\$ 475	\$ 400	\$ 600
5016	Utilities	\$ 1,102	\$ 1,200	\$ 1,700
5017	Telephone	\$ 998	\$ 1,000	\$ 2,000
5018	Maintenance & Supplies	\$ 67	\$ 500	\$ 1,500
5020	Vehicle - Repairs	\$ -	\$ 1,000	\$ 1,000
5021	Vehicle - Routine Main	\$ 118	\$ 500	\$ 500
5022	Vehicle - Fuel	\$ 985	\$ 1,000	\$ 1,500
5027	Insurance - Property	\$ 100	\$ 100	\$ 100
5028	Insurance - Vehicle	\$ 853	\$ 950	\$ 900
5030	Insurance - Tort	\$ 883	\$ 1,050	\$ 1,500
5032	Insurance - Bond	\$ 50	\$ 50	\$ -
5037	Uniforms & Equipment	\$ 486	\$ 1,000	\$ 1,200
5059	Office Supplies/Equipment	\$ 1,005	\$ 1,500	\$ 2,500
5068	Building Maintenance	\$ 2,015	\$ 3,000	\$ 3,000
5076	Advertisement	\$ 246	\$ 300	\$ 100
5092	Dues & Subscriptions	\$ 1,680	\$ 1,700	\$ 2,000
5094	Training/Mtgs/Travel	\$ 2,385	\$ 5,000	\$ 5,000
5122	Computer Maint & Prog	\$ 16,334	\$ 17,200	\$ 3,000
5130	Postage	\$ 122	\$ 300	\$ 350
5176	Professional Services	\$ 27,939	\$ 25,000	\$ 25,000
5198	Technology Subscriptions	\$ -	\$ -	\$ 15,000
5202	Equipment Lease	\$ 115	\$ -	\$ -
5204	Capital Lease	\$ -	\$ -	\$ 6,800
5236	Planning Comm/BZA/ARB/CBA	\$ 42	\$ 500	\$ 500
5410	Capital Expenditures	\$ -	\$ 35,000	\$ 6,000
5411	Capital Expenditures - Financed	\$ -	\$ -	\$ 30,000
5501	Planning Expense	\$ 73,383	\$ 75,000	\$ 45,000
TOTAL		\$ 265,089	\$ 373,500	\$ 365,400

DEVELOPMENT SERVICES **DEPARTMENT**

SERVICE DELIVERY

The Development Services Department was created July 1, 2009. The Department is staffed by the Building Inspector, Codes Clerk/Permit Coordinator and Code Enforcement Officer.

Development Services is responsible for the administration and enforcement of the uniform codes and related federal, state, and town adopted laws and ordinances. This responsibility includes meeting state mandates to assure all structures meet or exceed the minimum life safety standards of the building codes, laws, and ordinances. This department assures these standards by providing organized procedures for the review of plans and specifications, field checking construction projects, and investigating substandard structures.

This department is responsible for issuance of zoning and building permits; residential and commercial building inspections; zoning compliance; long-range planning, enforcement of the Town's flood damage prevention ordinance and nuisance ordinance; support for the Planning Commission, Board of Zoning Appeals and Architectural Review Board; and associated administrative work. The Department is also responsible for all safety compliance and ADA inspections for Town owned buildings.

The Town contracts out Building Official services for Chapter One building code, commercial building plan review and inspections. The Town also has an agreement with the Catawba Regional Council of Governments for planning and zoning assistance.

BUDGET GOALS

- Lease purchase new vehicle, replace building HVAC, and purchase radio
- Review and Update Fee Schedule
- Abate nuisance property(ies) as needed
- Building Inspector to attend required continuing education training and complete training and certification for Commercial Inspector and Building Code Specialist.
- Increase public awareness of building and nuisance codes through public meetings and media advertisement and new publications addressing zoning and building permit processes

DEPARTMENT DETAIL

PERSONNEL

Building Inspector	William Vaughn
Permit Coordinator	Kristy Doss
Code Enforcement Officer	Nick Habiger
Zoning Administrator	Stephen Allen, CRCOG

SERVICES

- Commercial and Residential Zoning and Building Permits
- Commercial and Residential Plan Review
- Commercial and Residential Planning
- Building Code Enforcement
- Nuisance Abatement
- Yard Sale Permits
- Larne Building Rental

FACILITIES AND EQUIPMENT

- DEVELOPMENT SERVICES OFFICE, 110 Bethel Street
- VEHICLES
 - New in 2024, assigned to Building Inspector
 - 2016 Chevrolet Colorado, assigned to Code Enforcement Officer

BUDGET DETAIL
10-545

[5000] SALARIES	\$ 145,500
▪ Building Inspector, Permit Coordinator and Code Enforcement Officer	
[5004] OVERTIME	\$ 500
[5006] SOCIAL SECURITY	\$ 11,200
[5008] RETIREMENT	\$ 27,100
[5009] DEFERRED COMPENSATION MATCH	\$ 1,500
[5010] INSURANCE – HEALTH	\$ 22,850
[5012] WORKER’S COMPENSATION	\$ 600
[5016] UTILITIES	\$ 1,700
[5017] TELEPHONE	\$ 2,000
[5018] MAINTENANCE & SUPPLIES	\$ 1,500
[5020] VEHICLE – REPAIRS	\$ 1,000
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 500
[5022] VEHICLE – FUEL	\$ 1,500
[5027] INSURANCE –PROPERTY	\$ 100
[5028] INSURANCE –VEHICLES	\$ 900
[5030] INSURANCE - TORT	\$ 1,500
[5032] INSURANCE – BOND	\$ 0
[5037] UNIFORMS/EQUIPMENT	\$ 1,200
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 2,500

[5068] BUILDING MAINTENANCE	\$ 3,000
[5076] ADVERTISEMENT	\$ 100
▪ Notices for public meetings, hearings and training for building codes and planning and zoning	
[5092] DUES AND SUBSCRIPTIONS	\$ 2,000
▪ Includes professional dues for BOASC and SCAPA, ArcGIS (with W/S)	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 5,000
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 3,000
[5130] POSTAGE	\$ 350
[5176] PROFESSIONAL SERVICES	\$ 25,000
▪ Commercial building inspections and plan review assistance	
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 15,000
▪ Evolve permitting software subscription	
[5204] CAPITAL LEASE	\$ 6,800
▪ New vehicle for Building Inspector	
[5236] PLANNING COMMISSION/BZA/ARB/CBA	\$ 500
▪ Planning Commission, Board of Zoning Appeals, Architectural Review Board and Construction Board of Appeals training & office supplies	
[5410] CAPITAL EXPENDITURES	\$ 6,000
▪ Radio	
[5411] CAPITAL EXPENDITURES - FINANCED	\$ 30,000
▪ Nuisance abatement (such as 735 Kings Mtn St or 203 Walnut St)	
[5501] PLANNING EXPENSES	\$ 45,000
▪ Catawba Council of Government for zoning map updates and planning support	
TOTAL DEVELOPMENT SERVICES DEPARTMENT	\$ 365,400

**GENERAL FUND
ECONOMIC DEVELOPMENT-MAIN STREET DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-550				
5000	Salaries		\$ 60,000	\$ 62,000
5004	Overtime		\$ 500	\$ 2,000
5006	Social Security		\$ 4,600	\$ 4,900
5008	Retirement		\$ 11,120	\$ 11,850
5009	Deferred Compensation Match		\$ -	\$ 750
5010	Insurance - Health		\$ 480	\$ 6,100
5012	Workers Comp	Separated into new Department effective FY23-24. FY22-23 Actual is included in Administration Department.	\$ 100	\$ 100
5017	Telephone		\$ 500	\$ 500
5018	Maintenance/Supplies		\$ 100	\$ 200
5030	Insurance - Tort		\$ 500	\$ 300
5032	Insurance - Bond		\$ 10	\$ -
5037	Uniforms & Equipment		\$ 90	\$ 100
5059	Office Supplies/Equipment		\$ 3,000	\$ 1,500
5076	Advertisement		\$ 5,000	\$ 5,000
5092	Dues & Subscriptions		\$ 7,700	\$ 1,500
5094	Training/Mtgs/Travel		\$ 6,000	\$ 6,000
5122	Computer Maint & Prog		\$ 1,000	\$ 3,100
5130	Postage		\$ 200	\$ 100
5176	Professional Services		\$ -	\$ 3,000
5191	Community Outreach		\$ 3,600	\$ 3,000
5202	Equipment Lease		\$ -	\$ 3,000
5215	Grant Expenses		\$ 42,000	\$ 45,000
5410	Capital Expenditures		\$ -	\$ -
TOTAL		\$ -	\$ 146,500	\$ 160,000
TRANSFER TO ECONOMIC DEVELOPMENT FUND			\$ 55,400	\$ 20,000

ECONOMIC DEVELOPMENT – **MAIN STREET DEPARTMENT**

SERVICE DELIVERY

The Economic Development – Main Street Department was created on July 1, 2023. The Department is staffed by the Main Street Director.

Prior to the creation of this department, expenses related to Economic Development, including the Façade and Main Street Makeover grants, and the first year of the Town's involvement with Main Street SC, were budgeted in Administration.

This department is tasked with revitalizing the Town's downtown commercial district by using the Main Street Four-Point Approach. This approach leverages local assets: historic, cultural, and architectural resources as well as local enterprises and community pride. This department assists with Organization, Promotion, Design, and Economic Vitality (the Four Points) to address the many issues that challenge historic commercial districts like Clover.

The Director is responsible for managing the Clover Main Street Program, supporting the Main Street Steering Committee and related volunteer committees, developing special events and programs to enhance Main Street and to educate business and building owners, and assisting other departments and programs that impact Main Street.

BUDGET GOALS

- Assist with Main Street and Centennial Park Revitalization project and Guinn Street parking lot improvement project
- Assist with downtown beautification including the purchase new Christmas decorations and banner flags
- Work with properties within the Historic Preservation Overlay District to obtain tax incentives (Bailey Bill)
- Complete Economic Development incentives package and History Tour
- Clover Main Street program added to website
- Continue with the implementation of the Clover Main Street Implementation Strategy

DEPARTMENT DETAIL

PERSONNEL

Main Street Director

Alicia Griffith

SERVICES

- Special events
- Economic Development incentives and Board support
- Business development and training
- Main Street Grant program

FACILITIES AND EQUIPMENT

- Shares office with Municipal Court, 114 Bethel Street

BUDGET DETAIL
10-550

[5000] SALARIES	\$ 62,000
▪ Main Street Director	
[5006] OVERTIME	\$ 2,000
[5006] SOCIAL SECURITY	\$ 4,900
[5008] RETIREMENT	\$ 11,850
[5009] DEFERRED COMPENSATION MATCH	\$ 750
[5010] INSURANCE – HEALTH	\$ 6,100
[5012] WORKER’S COMPENSATION	\$ 100
[5017] TELEPHONE	\$ 500
[5018] MAINTENANCE & SUPPLIES	\$ 200
[5030] INSURANCE - TORT	\$ 300
[5032] INSURANCE – BOND	\$ 0
[5037] UNIFORMS/EQUIPMENT	\$ 100
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 1,500
▪ Includes supplies to support Main Street committees	
[5076] ADVERTISEMENT	\$ 5,000
▪ Main Street promotions and special events	
[5092] DUES AND SUBSCRIPTIONS	\$ 1,500
▪ Main Street, SCCDA and other professional dues	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 6,000

[5122] COMPUTER MAINTENANCE & PROGRAMS **\$ 3,100**

- New laptop

[5130] POSTAGE **\$ 100**

[5176] PROFESSIONAL SERVICES **\$ 3,000**

- Engineering, planning or other professional work such as a parking analysis

[5191] COMMUNITY OUTREACH **\$ 3,000**

- Meetings, events and programs for businesses. Funds for tourism related Special Events budgeted in Hospitality Tax Special Events (\$15,000)
- Community engagement projects

[5202] EQUIPMENT LEASE **\$ 3,000**

- Copier

[5215] GRANT EXPENSES **\$ 45,000**

- Main Street Grant program for exterior improvements to commercial buildings

[5410] CAPITAL EXPENDITURES **\$ 0**

TOTAL ECO DEV- MAIN STREET DEPARTMENT **\$ 160,000**

TRANSFER TO ECONOMIC DEVELOPMENT FUND **\$ 20,000**

- To build reserve fund for economic development incentives

**GENERAL FUND
FIRE DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-510				
5000	Salaries	\$ 97,031	\$ 147,800	\$ 181,800
5001	Volunteer Firemen	\$ 21,270	\$ 22,000	\$ 28,000
5004	Overtime	\$ 3,934	\$ 5,000	\$ 5,000
5006	Social Security	\$ 9,247	\$ 11,500	\$ 16,500
5008	Retirement	\$ 21,087	\$ 26,500	\$ 39,400
5009	Deferred Compensation Match	\$ 1,902	\$ 1,500	\$ 2,500
5010	Insurance - Health	\$ 11,389	\$ 14,000	\$ 18,600
5012	Workers Comp	\$ 3,657	\$ 4,000	\$ 5,000
5016	Utilities	\$ 8,520	\$ 9,000	\$ 10,000
5017	Telephone	\$ 8,463	\$ 8,000	\$ 11,000
5018	Maintenance & Supplies	\$ 6,400	\$ 10,000	\$ 18,000
5020	Vehicle - Repairs	\$ 4,839	\$ 12,000	\$ 12,000
5021	Vehicle - Routine Main	\$ 2,862	\$ 6,000	\$ 7,000
5022	Vehicle - Fuel	\$ 10,740	\$ 9,000	\$ 9,500
5027	Insurance - Property	\$ 4,952	\$ 6,050	\$ 7,000
5028	Insurance - Vehicle	\$ 7,640	\$ 8,500	\$ 6,000
5030	Insurance - Tort	\$ -	\$ 750	\$ 2,000
5037	Uniforms & Equipment	\$ 2,217	\$ 6,000	\$ 6,000
5059	Office Supplies/Equipment	\$ 338	\$ -	\$ 500
5060	Radio Expense	\$ -	\$ 1,000	\$ 5,500
5063	Drug Testing	\$ 53	\$ 500	\$ 500
5068	Building Maintenance	\$ 3,378	\$ 5,000	\$ 8,000
5082	Contract Maintenance	\$ 554	\$ 4,500	\$ 4,500
5092	Dues and Subscriptions	\$ 2,129	\$ 2,800	\$ 3,000
5094	Training/Mtgs/Travel	\$ 1,257	\$ 5,000	\$ 5,200
5100	Auditing Fees	\$ 1,000	\$ 1,200	\$ 1,200
5122	Computer Maint & Prog	\$ 7,897	\$ 5,500	\$ 8,900
5130	Postage	\$ -	\$ -	\$ 50
5176	Professional Services	\$ -	\$ 3,600	\$ 5,000
5198	Technology Subscriptions	\$ -	\$ -	\$ 3,800
5204	Capital Leases	\$ -	\$ -	\$ 20,600
5215	Grant Expenses	\$ 14,703	\$ 12,500	\$ 4,000
5410	Capital Expenditures	\$ 32,033	\$ 173,000	\$ 10,000
5411	Capital Expenditures - Financed	\$ -	\$ -	\$ 89,200
TOTAL		\$ 289,492	\$ 522,200	\$ 555,250

FIRE DEPARTMENT

MISSION STATEMENT

“The Town of Clover Volunteer Fire Department is dedicated to the citizens of the Town to provide life-saving and property protection services.”

SERVICE DELIVERY

The Fire Department houses and utilizes eight (8) highly specialized fire and rescue vehicles. Routine maintenance on the apparatus, small equipment and fire station is performed by Fire Department personnel. Maintenance of County-owned equipment is performed by the County.

The Town and York County entered into a Fire Service Agreement in 1983. The Agreement was renewed in 2007 for a ten-year term and again in 2017 and 2018 for one-year terms; current term expired on June 30, 2019. The Town agrees to provide fire protection services to the Clover Rural Fire District in return for a portion of the funds collected from the Rural Fire District and donation of County equipment to help with response. Approximately 73% of the Town’s calls are from the Clover Rural Fire District.

The Fire Department fills swimming pools with the Town-owned tanker for capital expenses (see FD Supplements). Maximum distance for fills is 12 miles with cost per trip of \$200 for in-town and \$225 for out-of-town.

The Department’s first full-time firefighters began work on July 1, 2019.

Routine expenditures are funded from the Town’s General Fund. Revenues from the South Carolina Fireman’s One-Percent Fund and department fundraising activities are budgeted as Special Revenue.

BUDGET GOALS

- Update Fire Service Agreement with York County
- Purchase necessary equipment and begin hydrant testing
- Lease purchase replacement truck and forcible entry tools
- Capital expenditures include replacing HVAC, new computers, and kitchen remodel (1% funds)
- Purchase new software for inspections and preplans
- Complete construction of fire substation at Sandy Rock Road

DEPARTMENT DETAIL

PERSONNEL

The Fire Department is comprised four full-time positions and volunteers. Currently, there are 23 volunteer firemen. Volunteer firemen are compensated each year based on the number of calls. Each fireman responding to a call within the Town limits is paid \$10. For calls outside the Town limits, only “first out” drivers of the trucks are paid (\$10 per call); fire fighters are not paid for calls outside the Town limits. The volunteer Chief is compensated an additional \$4,000 per year, the Assistant Chief receives \$2,000 and the Captain, First and Second Lieutenants and Secretary receive \$300 each.

Chief	Charlie Love
Assistant Chief	Fred Taylor
Captain	Johnny Neelands
First Lieutenant	Eric Wilson
Second Lieutenant	Lamar Brown
Secretary	Michael Joyner

PAID POSITIONS

Firefighter II	Fred Taylor
Firefighter I	Richard Palmer
Firefighter I	Ben Gillespie
Firefighter I	Vacant

SERVICES

- Fire protection services within Town limits and within the Clover Rural Fire District
- Fire inspection of commercial businesses within town limits
- Public outreach and education

FACILITIES

- FIRE STATION, 115 Bethel Street
 - Built in 1999
 - Double capacity, three bay fire station
 - Fire fighter recreation room, kitchen and dining/meeting room
- SUBSTATION PROPERTY, 121 Sandy Rock Road
 - Built in 2024

EQUIPMENT

TOWN OWNED

- Pumper Truck – 2017
- Pumper Truck – 2001
- Sterling Cab and Chassis Tanker Truck – 2005 (tank replaced in 2010)
- Chevrolet Grass Truck – 1990
- Ford F150 – 2010

YORK COUNTY OWNED

- Pumper - 2024
- Tanker – 2023
- Grass Unit - 2002
- Service Truck – 2000

The Town is responsible for the fuel for all vehicles. York County maintains its equipment.

BUDGET DETAIL
10-510

[5000] SALARIES	\$ 181,800
▪ Four (4) full-time fire fighter positions	
[5001] VOLUNTEER FIRE FIGHTERS	\$ 28,000
▪ Stipend for volunteer firemen. Includes annual compensation for the Chief (\$4,000), Assistant Chief (\$2,000) and Secretary (\$1,200).	
[5004] OVERTIME	\$ 5,000
[5006] SOCIAL SECURITY	\$ 16,500
[5008] RETIREMENT	\$ 39,400
[5009] DEFERRED COMPENSATION MATCH	\$ 2,500
[5010] INSURANCE - HEALTH	\$ 18,600
[5012] WORKER'S COMPENSATION	\$ 5,000
[5016] UTILITIES	\$ 10,000
▪ Gas, electric, and water & sewer for both stations	
[5017] TELEPHONE	\$ 11,000
▪ Regular, long distance, cell phone (Fire Chief) and I-Pad wifi	
[5018] MAINTENANCE & SUPPLIES	\$ 18,000
▪ Includes \$8,000 for purchase of hydrant testing equipment	
[5020] VEHICLE – REPAIRS	\$ 12,000
▪ Repair costs attributed to the Town's three (3) fire fighting vehicles. York County provides maintenance for their four (4) vehicles.	

[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 7,000
▪ Routine maintenance to the Town's three (3) fire fighting vehicles: engine, tanker, and grass truck. York County provides maintenance for their four (4) vehicles.	
[5022] VEHICLE – FUEL	\$ 9,500
[5027] INSURANCE – PROPERTY	\$ 7,000
[5028] INSURANCE –VEHICLES	\$ 6,000
[5030] INSURANCE - TORT	\$ 2,000
[5037] UNIFORMS & EQUIPMENT	\$ 6,000
[5059] OFFICE SUPPLIES	\$ 500
[5060] RADIO EXPENSE	\$ 5,500
▪ Annual warranty renewal	
[5063] DRUG TESTING	\$ 500
▪ Pre-employment screening and random testing for paid and volunteer	
[5068] BUILDING MAINTENANCE	\$ 8,000
▪ Includes costs for fire extinguisher service, pest control and generator maintenance	
▪ Additional \$3,000 for final furnishings for new substation	
[5082] CONTRACT MAINTENANCE	\$ 4,500
▪ Forcible entry equipment maintenance	
[5092] DUES AND SUBSCRIPTIONS	\$ 3,000
▪ Includes membership to South Carolina's Fire Chief's Association (SCFCA) and South Carolina Firemen's Association	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 5,200
[5100] AUDITING FEES	\$ 1,200
▪ Portion of cost of the annual audit assigned to the Fire Department	

[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 8,900
▪ New computers and monitors	
[5130] POSTAGE	\$ 50
[5176] PROFESSIONAL SERVICES	\$ 5,000
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 3,800
▪ Fire House software annual maintenance fee and APX inspection software	
[5204] CAPITAL LEASES	\$ 20,600
▪ Replacement truck and new set of forcible entry tools for substation engine	
[5215] GRANT EXPENSES	\$ 4,000
▪ MASC Fire Services Grant	
[5410] CAPITAL EXPENDITURES	\$ 10,000
▪ Replace HVAC	
[5411] CAPITAL EXPENDITURES - FINANCED	\$ 89,200
▪ Replacement truck and new set of forcible entry tools for substation engine	
TOTAL FIRE DEPARTMENT	\$ 555,250

**GENERAL FUND
LEGISLATIVE DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-520				
5000	Council Salaries	\$ 44,500	\$ 44,500	\$ 44,500
5006	Social Security	\$ 2,734	\$ 3,400	\$ 3,400
5008	Retirement	\$ 7,740	\$ 8,300	\$ 8,300
5010	Insurance - Health	\$ 26,485	\$ 32,400	\$ 26,000
5012	Workers Compensation	\$ 352	\$ 1,100	\$ 300
5017	Telephone	\$ -	\$ -	\$ 3,500
5030	Insurance - Tort	\$ 14,073	\$ 15,700	\$ 18,300
5032	Insurance - Bond	\$ 100	\$ 100	\$ -
5037	Uniforms & Equipment	\$ 240	\$ 500	\$ 500
5059	Office Supplies/Equipment	\$ 179	\$ 1,000	\$ 1,000
5076	Advertisement	\$ 123	\$ 500	\$ 500
5092	Dues and Subscriptions	\$ 3,313	\$ 3,500	\$ 3,200
5094	Training/Mtgs/Travel	\$ 21,126	\$ 18,000	\$ 18,900
5106	Election Expenses	\$ -	\$ 6,000	\$ -
5122	Computer Maint & Prog	\$ 6,612	\$ 3,000	\$ 5,000
5176	Professional Services	\$ 7,500	\$ 30,000	\$ 30,000
TOTAL		\$ 135,077	\$ 168,000	\$ 163,400

LEGISLATIVE DEPARTMENT

SERVICE DELIVERY

The Clover Town Council is the legislative governing body of the Town and is responsible for all powers granted to a municipality and for the performance of all duties and obligations imposed by law. The Town Council is tasked with deciding all legislative matters and appointing the Town Attorney.

The Town Council holds one regular meeting each month and conducts special meetings, workshops and public hearings as necessary. The Town Council, among other things, approves the annual budget, annexations and rezonings.

Elections are held on the first Tuesday of November in odd number years. Starting with the November 2019 election, Town Council seats are elected for at-large, staggered, four-year terms that begin on January 1. Town Council members are eligible to participate in the PEBA Health Insurance and Retirement System.

The Water/Sewer Fund reimburses the General Fund for the expenses that are associated with the operation of the Water/Sewer Fund related to Town Council, estimated to be approximately 25%.

BUDGET GOALS

- New town cell phones
-
- Continue education and training

DEPARTMENT DETAIL

PERSONNEL

		Term Expires
Mayor	Bo Legg	2027
Mayor Pro Tem	Brittany Farr	2027
Council Members	Mike Easler	2027
	Teresa Hurst	2025
	Jason Manos	2025
	Amy Moses	2025
	Amy Nivens	2027

BUDGET DETAIL
10-520

[5000] SALARIES	\$ 44,500
▪ Mayor (1)	\$8,500 annually
▪ Council Members (6)	\$6,000 annually
[5006] SOCIAL SECURITY	\$ 3,400
[5008] RETIREMENT	\$ 8,300
[5010] HEALTH INSURANCE	\$ 26,000
[5012] WORKERS COMPENSATION	\$ 300
[5017] TELEPHONE	\$ 3,500
[5030] INSURANCE – TORT	\$ 18,300
[5032] INSURANCE – BOND	\$ 0
[5037] UNIFORMS & EQUIPMENT	\$ 500
[5059] OFFICE SUPPLIES/EQUIPMENT	\$ 1,000
[5076] ADVERTISEMENT	\$ 500
▪ Notice for public hearings on ordinances, special meetings and functions	
[5092] DUES AND SUBSCRIPTIONS	\$ 3,200
▪ Includes MASC Annual Dues and YMCA membership reimbursements	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 18,900
▪ MASC Meetings	
▪ Chamber of Commerce and various local, County, State, and special issue meetings and events	
[5106] ELECTION EXPENSES	\$ 0
▪ Municipal elections are held in odd number years. Elections are administered by York County Voter Registration and Elections.	

[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 5,000
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- Office 365 subscriptions and Council Chamber A/V support

[5176] PROFESSIONAL SERVICES	\$ 30,000
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- Lobbyist and advocacy agreement

TOTAL LEGISLATIVE DEPARTMENT	\$ 163,400
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**All line items include expenses associated with the Water/Sewer Fund. 25% of these expenses will be reimbursed to the General Fund by the Water/Sewer Fund.*

**GENERAL FUND
MUNICIPAL COURT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-530				
5000	Salaries	\$ 38,457	\$ 44,000	\$ 43,000
5004	Overtime	\$ -	\$ 840	\$ 600
5006	Social Security	\$ 2,874	\$ 3,400	\$ 3,350
5008	Retirement	\$ 6,856	\$ 8,200	\$ 8,050
5009	Deferred Compensation Match	\$ 750	\$ 750	\$ -
5010	Insurance - Health	\$ 5,641	\$ -	\$ -
5012	Workers Comp	\$ 67	\$ 100	\$ 100
5016	Utilities	\$ 4,584	\$ 5,000	\$ 5,000
5017	Telephone	\$ 1,071	\$ 600	\$ 500
5018	Maint/Supplies	\$ -	\$ 100	\$ 100
5027	Insurance - Property	\$ 162	\$ 200	\$ 200
5030	Insurance - Tort	\$ 442	\$ 500	\$ 520
5032	Insurance - Bond	\$ -	\$ 10	\$ -
5059	Office Supplies/Equipment	\$ 3,070	\$ 2,000	\$ 2,000
5064	Indigent Defense	\$ 30,732	\$ 34,000	\$ 31,600
5068	Building Maintenance	\$ 3,921	\$ 4,000	\$ 6,000
5092	Dues And Subscriptions	\$ 150	\$ 200	\$ 200
5094	Training/Mtgs/Travel	\$ 2,421	\$ 2,000	\$ 2,400
5100	Auditing Fees	\$ 1,500	\$ 4,000	\$ 2,000
5122	Computer Maint & Prog	\$ 6,780	\$ 8,500	\$ 2,480
5130	Postage	\$ 219	\$ 100	\$ 1,700
5142	Jury Fees	\$ 84	\$ 500	\$ 500
5176	Professional Services	\$ 39,996	\$ 40,000	\$ 40,000
5198	Technology Subscriptions	\$ -	\$ -	\$ 3,500
5215	Grant Expenses	\$ -	\$ 3,000	\$ -
5410	Capital Expenditures	\$ -	\$ -	\$ -
TOTAL		\$ 149,777	\$ 162,000	\$ 153,800

MUNICIPAL COURT

SERVICE DELIVERY

The Municipal Court is responsible for the adjudication of traffic, criminal and code enforcement violations. Effective March 2021, the Town contracts with York County for the services of two (2) Magistrates for judicial services. The Clerk of Court is charged with handling all the administrative duties of the court.

The Municipal Court is located at 114 Bethel Street and has an office for the Clerk and a courtroom. The other office is used by the Main Street Director.

BUDGET GOALS

- Extend agreement with York County for judge services which ends April 2025 or find alternative
- Complete building improvements to comply with ADA
- Continue monitoring “excess” funds in Judicial Account

DEPARTMENT DETAIL

PERSONNEL

Judge

Curtis Cousins

Jay Dover

Clerk of Court

Wendy Sigmon

FACILITIES AND EQUIPMENT

- MUNICIPAL COURT, 114 Bethel Street

BUDGET DETAIL
10-530

[5000] SALARIES	\$ 43,000
▪ Court Clerk	
[5004] OVERTIME	\$ 600
[5006] SOCIAL SECURITY	\$ 3,350
[5008] RETIREMENT	\$ 8,050
[5009] DEFFERRED COMPENSATION MATCH	\$ 0
[5010] INSURANCE – HEALTH	\$ 0
[5012] WORKER’S COMPENSATION	\$ 100
[5016] UTILITIES	\$ 5,000
▪ All costs are budget in Court even though space shared with Main Street	
[5017] TELEPHONE	\$ 500
[5018] MAINTENANCE & SUPPLIES	\$ 100
[5027] INSURANCE – PROPERTY	\$ 200
[5030] INSURANCE - TORT	\$ 520
[5032] INSURANCE – BOND	\$ 0
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 2,000
[5064] INDIGENT DEFENSE	\$ 31,600
▪ Agreement with York County based on 3-year average of cases plus \$8,500 base charge	
[5068] BUILDING MAINTENANCE	\$ 6,000
▪ Cleaning, pest control and fire extinguisher contracts as well as miscellaneous building repairs, e.g. HVAC, plumbing, and electrical.	
▪ Includes \$2,500 for building improvements to meeting ADA	

[5092] DUES AND SUBSCRIPTIONS	\$ 200
▪ Municipal Court Association	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 2,400
[5100] AUDITING FEES	\$ 2,000
▪ Portion of cost of annual audit assigned to the Municipal Court for required special review of court financials	
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 2,480
▪ Miscellaneous maintenance, Office subscription, etc.	
[5130] POSTAGE	\$ 1,700
[5142] JURY FEES	\$ 500
▪ Juror costs (\$12/day) and updates to jury roster	
[5176] PROFESSIONAL SERVICES	\$ 40,000
▪ Agreement with York County for municipal judge services	
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 3,500
▪ Software annual maintenance	
[5410] CAPITAL EXPENDITURES	\$ 0
TOTAL MUNICIPAL COURT	\$ 153,800

**GENERAL FUND
POLICE DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-515				
5000	Salaries/Police Officer	\$ 1,201,740	\$ 1,396,600	\$ 1,460,000
5001	Salaries/Dispatchers	\$ 189,666	\$ 184,400	\$ 189,100
5004	Overtime - Police Officers	\$ 78,215	\$ 60,000	\$ 65,000
5006	Social Security	\$ 108,118	\$ 126,500	\$ 131,100
5008	Retirement	\$ 293,907	\$ 338,800	\$ 356,000
5009	Deferred Compensation Match	\$ 11,451	\$ 12,500	\$ 13,200
5010	Insurance - Health	\$ 184,487	\$ 220,600	\$ 214,400
5011	Insurance - Legal	\$ 7,285	\$ 7,300	\$ 6,600
5012	Workers Comp	\$ 33,867	\$ 35,600	\$ 40,500
5016	Utilities	\$ 10,917	\$ 15,000	\$ 20,000
5017	Telephone	\$ 33,223	\$ 35,000	\$ 38,000
5018	Maint/Supplies	\$ 13,922	\$ 16,000	\$ 20,000
5020	Vehicle - Repairs	\$ 33,723	\$ 20,000	\$ 30,000
5021	Vehicle - Routine Maint	\$ 13,326	\$ 13,000	\$ 13,000
5022	Vehicle - Fuel	\$ 81,478	\$ 85,000	\$ 95,000
5027	Insurance - Property	\$ 3,743	\$ 4,550	\$ 4,000
5028	Insurance-Vehicle	\$ 11,414	\$ 12,700	\$ 25,000
5030	Insurance - Tort	\$ 60,025	\$ 66,500	\$ 92,000
5032	Insurance - Bond	\$ 154	\$ 250	\$ -
5037	Uniforms & Equipment	\$ 41,065	\$ 50,000	\$ 30,000
5039	Community Relations	\$ 1,859	\$ 5,000	\$ 5,000
5051	Reserve Officer Program	\$ 4,417	\$ 15,000	\$ 5,000
5059	Office Supplies/Equipment	\$ 10,020	\$ 10,000	\$ 10,000
5060	Radio Expense	\$ 3,313	\$ 7,000	\$ 5,000
5062	Jail Expense	\$ 16,712	\$ 16,000	\$ 24,000
5063	Drug Testing	\$ 1,338	\$ 3,000	\$ 1,500
5068	Building Maintenance	\$ 13,688	\$ 13,000	\$ 13,000
5070	NCIC	\$ 1,413	\$ 2,000	\$ -
5092	Dues And Subscriptions	\$ 6,895	\$ 6,000	\$ 4,000
5094	Training/Mtgs/Travel	\$ 10,120	\$ 15,000	\$ 15,000
5122	Computer Maint & Prog	\$ 64,069	\$ 53,000	\$ 70,000
5130	Postage	\$ 33	\$ 100	\$ 100
5176	Professional Services	\$ 5,009	\$ 4,000	\$ 4,000
5198	Technology Subscriptions	\$ 57,263	\$ 73,500	\$ 103,200
5199	K-9 Unit Program	\$ -	\$ -	\$ 1,500
5202	Equipment Leases	\$ 8,350	\$ 9,000	\$ 9,000
5204	Capital Leases	\$ 143,765	\$ 161,300	\$ 189,000
5215	Grant Expenses	\$ 181,512	\$ 5,000	\$ 15,000
5410	Capital Expenditures	\$ 25,000	\$ 185,000	\$ 110,000
5411	Capital Expenditures - Financed	\$ 301,518	\$ 214,000	\$ 210,000
TOTAL		\$ 3,268,020	\$ 3,497,200	\$ 3,637,200

SRO Grant Expenditures	Budgeted to 10-516	\$ 515,700	\$ 267,500
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**GENERAL FUND
POLICE DEPARTMENT - SRO**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-516				
5000	Salaries/Police Officer	Created to separate SRO expenses for the three (3) year grant which began in July 2023. The grant covers three (3) positions.	\$ 142,245	\$ 158,000
5004	Overtime		\$ -	\$ 5,000
5006	Social Security		\$ 10,879	\$ 12,500
5008	Retirement		\$ 29,921	\$ 34,300
5009	Deferred Compensation Match		\$ 2,250	\$ 1,100
5010	Insurance - Health		\$ 26,270	\$ 35,600
5011	Insurance - Legal		\$ -	\$ 750
5012	Workers Comp		\$ 11,377	\$ 4,250
5017	Telephone		\$ -	\$ 3,100
5020	Vehicle - Repairs			\$ -
5021	Vehicle - Routine Maint			\$ 500
5022	Vehicle - Fuel		\$ -	\$ 6,000
5037	Uniforms & Equipment		\$ 6,997	\$ 1,500
5059	Office Supplies/Equipment			\$ 100
5063	Drug Testing			\$ 100
5092	Dues And Subscriptions			\$ -
5094	Training/Mtgs/Travel			\$ 1,200
5122	Computer Maint & Prog			\$ 1,000
5198	Technology Subscriptions		\$ -	\$ 2,500
5215	Grant Expenses			\$ -
5410	Capital Expenditures		\$ 285,761	\$ -
TOTAL		\$ -	\$ 515,700	\$ 267,500

POLICE DEPARTMENT

SERVICE DELIVERY

The Police Department is tasked with all law enforcement responsibilities within the Town of Clover. The Department operates with two 12-hour shifts: 6AM - 6PM and 6PM - 6AM.

The Department is also involved with a multi-jurisdictional Drug Enforcement team assembled from agencies throughout the County. They are tasked with drug, gambling and vice-type law enforcement operations. One Clover officer is assigned to the DEU.

Special programs within the Department include a Chaplain Program and the Reserve Officer Program. The Reserves are comprised of volunteers who receive State training and certification to act as law enforcement officers. There are currently 10 Reserves in this program.

The Town of Clover Police Department is part of the County-wide Forensic Service Unit (FSU). Participation in this program allows for cost sharing which will provide for improved forensic analysis of evidence through shared resources, including the new County DNA lab. The Department is also part of the multi-jurisdictional SWAT team, Riot Team, and Dive Team.

Community outreach efforts include a Citizen's Academy, youth Explorer Program, attending community watch and association meetings, sponsoring charitable events and participating in school programs.

In July 2023, the Town received a School Resource Officer (SRO) grant for providing an officer at Larne, Kinard and Blue Eagle Academy. The grant will pay for three (3) SRO's salary & salary related, uniforms and training for three (3) years. The grant also paid for necessary equipment including vehicles, radios, body & in-car cameras which were purchased in FYE2024.

BUDGET GOALS

- Lease purchase three (3) replacement vehicles and purchase 4 replacement computers
- Seek grant to re-establish K-9 Unit
- Retrofit speed detector signs to meet SCDOT requirements
- Complete building improvements to comply with ADA
- Capital expenditures: replace generator and HVAC
- Complete building renovations at Rescue Squad for training and records storage space

DEPARTMENT DETAIL

PERSONNEL

POLICE OFFICERS

Chief of Police	Randy C. Grice
Captain	Judd Baird
Lieutenant	Frankie Sadler, Training /Community Relations
Lieutenant	Michael Nivens, CID/Patrol
Sergeant	Jeremy Holden
	Marcus Pendergrass
	Christopher Grigg
	Josh Gordon
Detective	Thomas Barnette
	Casey Davidson
FSU	Lori Kimble
DEU Officer	Steven Smith
Warrant Officer/PIO	Tracy Reid
Training Officer	John Pannell
Patrol Officers - 10	Mara Anderton
	Jeff Black
	Brian Bruno
	Rodney Bumb
	Austin Jones
	Adrian Luminare
	Bobby Martin
	Michael Travis
	Vacant
	Vacant
School Resource Officers**	Charlie Randall
	Bill McCoy
	Nicholas Richards

*27 Sworn Officers

CERTIFIED POLICE DISPATCHERS

Ev Amick
Brittany Shyle

Dawn Rhodes
Kayleigh Strain

POLICE CHAPLAIN
John Pannell, Tracy Reid

ADMINISTRATIVE ASSISTANT
Pat Dover

FACILITIES AND EQUIPMENT

- POLICE DEPARTMENT, 112 Bethel Street
 - Building dates back to 1925; completely renovated in 2004; minor renovations completed in 2010 and 2022.
- RESCUE SQUAD BUILDING, 114½ Bethel Street
 - Purchased by the Town in August 2017 to be used by PD for storage and training.

VEHICLES

	Assigned To:	Make:	Model:	Year:
55*	SPARE	Chevrolet	Tahoe	2009
59*	DISABLED	Dodge	Charger	2012
60	T. Reid	Chevrolet	Tahoe	2013
61	SPARE	Dodge	Ram 4X4 (FSU)	2013
62*	DISABLED	Dodge	Charger	2014
63	SPARE	Dodge	Charger	2014
64*	DISABLED	Dodge	Charger	2014
65*	DISABLED	Dodge	Charger	2014
66*	DISABLED	Dodge	Charger	2014
67	SPARE	Dodge	Charger	2014
68	F.Sadler	Chevrolet	Tahoe	2015
69	SPARE	Dodge	Charger	2016
70*	DISABLED	Dodge	Charger	2016
71*	DISABLED	Dodge	Charger	2016
72	J. Pannell	Ford	Explorer	2016
73*	DISABLED	Dodge	Charger	2016
74	M. Travis	Ford	Explorer K-9	2016
75	SPARE	Ford	Explorer	2017
76	M. Anderton	Ford	Explorer	2017
77	SPARE	Chevrolet	Tahoe	2017
78	R. Bumb	Ford	Explorer	2018
79	B. Martin	Ford	Explorer	2018
80	J. Black	Ford	Explorer	2018
81	C. Davidson	Ford	F-150	2019
82	T. Barnette	Ford	F-150	2019
83	L. Kimble	Ford	F-150 (FSU)	2021
84	J. Gordon	Ford	Explorer	2021
86	M. Pendergrass	Ford	Explorer	2021
87	S. Smith	Kia	Sorento (DEU)	2022
88	C. Grigg	Ford	Explorer	2023
89	Luminare	Ford	Explorer	2023
90	J. Holden	Ford	Explorer	2023
91	M. Nivens	Ford	Explorer	2023
92	J. Baird	Chevrolet	Blazer	2023
93	W. McCoy	Dodge	Durango (SRO)	2023
94	C. Randell	Dodge	Durango (SRO)	2023
95	N. Richards	Dodge	Durango (SRO)	2023
96	R. Grice	Ford	F-150	2023
97	B. Bruno	Ford	Explorer	2023
98	A. Jones	Ford	Explorer	2023

**Several disabled and spare vehicles will be sold as surplus while others will be shifted as new vehicles are purchased.*

BUDGET DETAIL
10-515

[5000] SALARIES - POLICE OFFICERS	\$ 1,460,000
▪ Twenty-seven (27) sworn officers and administrative assistant	
[5001] SALARIES - DISPATCHERS	\$ 189,100
▪ Four (4) certified dispatchers and back up dispatchers; includes overtime	
[5004] OVERTIME	\$ 65,000
[5006] SOCIAL SECURITY	\$ 131,100
[5008] RETIREMENT	\$ 356,000
[5009] DEFERRED COMPENSATION MATCH	\$ 13,200
[5010] INSURANCE – HEALTH	\$ 214,400
[5011] INSURANCE – LEGAL	\$ 6,600
[5012] WORKER’S COMPENSATION	\$ 40,500
[5016] UTILITIES	\$ 20,000
▪ Police Department and Rescue Squad	
[5017] TELEPHONE	\$ 38,000
▪ VOIP and T-1 line (SLED), Cell Phones, Air Cards and MiFi Hotspots	
[5018] MAINTENANCE & SUPPLIES	\$ 20,000
▪ Includes ammunition and speed detector sign retrofit	
[5020] VEHICLE – REPAIRS	\$ 30,000
▪ Repairs not covered by warranties and repairs within the Town’s insurance deductible of \$1,000 per vehicle, per incident.	
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 13,000
▪ Routine services include brake replacement, transmission service, coolant system, tune-ups, tires and other services.	
[5022] VEHICLE – FUEL	\$ 95,000

[5027] INSURANCE – PROPERTY	\$ 4,000
[5028] INSURANCE –VEHICLES	\$ 25,000
[5030] INSURANCE - TORT	\$ 92,000
▪ Law enforcement liability coverage	
[5037] UNIFORMS AND EQUIPMENT	\$ 30,000
▪ New and replacement uniforms purchased for officers and dispatchers	
▪ Standard equipment for officers, e.g. belts and training bullets	
[5039] COMMUNITY RELATIONS	\$ 5,000
▪ Includes participation in town sponsored and community sponsored special events and the Explorer and Citizen's Academy programs	
[5051] RESERVE OFFICER PROGRAM	\$ 5,000
▪ Expenses include radios and other equipment	
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 10,000
[5060] RADIO EXPENSE	\$ 5,000
▪ Includes radios and dispatch console	
[5062] JAIL EXPENSE	\$ 24,000
▪ Agreement with York County Detention Center; current fee is \$73 per day.	
[5063] DRUG TESTING	\$ 1,500
▪ Random and new hire testing	
[5068] BUILDING MAINTENANCE	\$ 13,000
▪ Includes cleaning, pest control, fire extinguisher and floor mat contracts as well as miscellaneous building and equipment repairs	
[5070] NCIC	\$ 0
[5092] DUES AND SUBSCRIPTIONS	\$ 4,000
▪ Includes YMCA membership, SC Chief's Association, International Association of Chief's of Police (IACP), SC Code of Laws updates, ALEN, Leads OnLine, etc.	

[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 15,000
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 70,000
<ul style="list-style-type: none"> General IT support and software purchases Includes purchase of four (4) new computers 	
[5130] POSTAGE	\$ 100
[5176] PROFESSIONAL SERVICES	\$ 4,000
<ul style="list-style-type: none"> Officer pre-employment testing and evaluations, including psych evaluations 	
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 103,200
<ul style="list-style-type: none"> Zuercher computer aided dispatch, Axon Tasers, PowerDMS training/policy software, body & car camera system, and CodeRED emergency notification 	
[5199] K-9 UNIT PROGRAM	\$ 1,500
<ul style="list-style-type: none"> Program funds if grant is approved 	
[5202] EQUIPMENT LEASES	\$ 9,000
<ul style="list-style-type: none"> Copier leases 	
[5204] CAPITAL LEASES	\$ 189,000
<ul style="list-style-type: none"> Existing leases: Average of 12 vehicle leases from prior years New leases: for three (3) new patrol vehicles 	
[5215] GRANT EXPENSE	\$ 15,000
<ul style="list-style-type: none"> SCMIT and SCMIRF Grants K-9 Grant 	
[5410] CAPITAL EXPENDITURE	\$ 110,000
<ul style="list-style-type: none"> Replace Generator and HVAC; interior remodeling (\$20,000) 	
[5411] CAPITAL EXPENDITURES - FINANCED	\$ 210,000
<ul style="list-style-type: none"> New capital vehicles and equipment that are financed through a lease purchase; annual payments budgeted in 5204 Capital Leases. New leases: three replacement vehicles. 	
TOTAL POLICE DEPARTMENT	\$ 3,637,200

SCHOOL RESOURCE OFFICER (SRO)
BUDGET DETAIL
10-516

[5000] SALARIES - POLICE OFFICERS	\$ 158,000
[5004] OVERTIME	\$ 55,000
[5006] SOCIAL SECURITY	\$ 12,500
[5008] RETIREMENT	\$ 34,300
[5009] DEFERRED COMPENSATION MATCH	\$ 1,100
[5010] INSURANCE – HEALTH	\$ 35,600
[5011] INSURANCE – LEGAL	\$ 750
[5012] WORKER’S COMPENSATION	\$ 4,250
[5017] TELEPHONE	\$ 3,100
[5020] VEHICLE – REPAIRS	\$ 0
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 500
[5022] VEHICLE – FUEL	\$ 6,000
[5037] UNIFORMS AND EQUIPMENT	\$ 1,500
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 100
[5063] DRUG TESTING	\$ 100
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 1,200
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 1,000
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 2,500
[5410] CAPITAL EXPENDITURES	\$ 0
TOTAL SRO	\$ 267,500

**GENERAL FUND
RECREATION DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-525				
5000	Salaries	\$ 358,649	\$ 424,500	\$ 454,500
5002	Labor	\$ 11,339	\$ 12,000	\$ 14,000
5004	Overtime	\$ -	\$ 5,000	\$ 5,000
5006	Social Security	\$ 27,471	\$ 32,800	\$ 35,850
5008	Retirement	\$ 63,589	\$ 73,400	\$ 84,350
5009	Deferred Compensation Match	\$ 3,646	\$ 4,250	\$ 3,600
5010	Insurance - Health	\$ 39,458	\$ 48,900	\$ 57,800
5012	Workers Comp	\$ 2,630	\$ 4,500	\$ 6,000
5016	Utilities	\$ 79,017	\$ 90,000	\$ 90,000
5017	Telephone	\$ 6,483	\$ 6,400	\$ 9,000
5018	Maintenance & Supplies	\$ 100,713	\$ 80,000	\$ 85,000
5020	Vehicle - Repairs	\$ 693	\$ 3,000	\$ 3,000
5021	Vehicle - Routine Main	\$ 706	\$ 1,000	\$ 1,000
5022	Vehicle - Fuel	\$ 11,766	\$ 13,000	\$ 12,000
5027	Insurance - Property	\$ 4,245	\$ 5,150	\$ 10,700
5028	Insurance - Vehicle	\$ 3,099	\$ 3,500	\$ 3,900
5030	Insurance - Tort	\$ 4,859	\$ 5,800	\$ 6,700
5032	Insurance - Bond	\$ -	\$ 100	\$ -
5034	Facility Rental	\$ 2,002	\$ 2,500	\$ 2,500
5037	Uniforms & Equipment	\$ 2,580	\$ 2,500	\$ 3,000
5059	Office Supplies/Equipment	\$ 1,500	\$ 2,000	\$ 2,000
5063	Drug Testing	\$ 406	\$ 400	\$ 400
5068	Building Maintenance	\$ 13,610	\$ 14,000	\$ 14,000
5076	Advertisement	\$ 1,038	\$ 1,000	\$ 1,500
5088	Umpires, Referee, Concession	\$ 75,132	\$ 50,000	\$ 60,000
5089	Recreation Supplies	\$ 121,685	\$ 85,000	\$ 85,000
5092	Dues & Subscriptions	\$ 2,161	\$ 2,500	\$ 3,500
5094	Training/Mtgs/Travel	\$ 4,761	\$ 5,400	\$ 5,400
5096	Concession Expenses	\$ 387	\$ 1,000	\$ 1,000
5122	Computer Maint & Prog	\$ 17,344	\$ 22,000	\$ 15,000
5130	Postage	\$ 41	\$ 50	\$ 150
5143	Gallery 120	\$ 9,341	\$ 7,500	\$ 5,000
5176	Professional Services	\$ 3,152	\$ 8,000	\$ 17,000
5198	Technology Subscriptions	\$ 4,624	\$ 4,000	\$ 22,000
5202	Equipment Leases	\$ 4,674	\$ 3,500	\$ 4,500
5204	Capital Leases	\$ 22,004	\$ 36,700	\$ 50,000
5211	Festival Expenses	\$ 272	\$ 1,500	\$ 1,500
5215	Grant Expenses	\$ 4,764	\$ 72,500	\$ 70,000
5410	Capital Expenditures	\$ 10,119	\$ 79,700	\$ 85,000
5411	Capital Expenditures - Financed	\$ -	\$ 86,000	\$ 96,000
5412	Park Upgrades	\$ 29,587	\$ 155,000	\$ -
TOTAL		\$ 1,049,547	\$ 1,456,050	\$ 1,426,850
TRANSFER TO CAPITAL			\$ 100,000	\$ 250,000

RECREATION DEPARTMENT

SERVICE DELIVERY

The Town of Clover Recreation Department is charged with providing recreational services and organized sports to residents living in and outside the Town of Clover. The Town utilizes recreation fields located at Clover Community, Roosevelt and New Centre Parks, and other locations in and outside of the town limits.

The Town currently offers extracurricular activities in youth baseball, soccer, basketball and softball and adult softball, soccer and kick ball. All participants are required to pay a participation fee.

The Department also maintains the Town's parks and those used for our programs. Staff helps with Larne Building maintenance and downtown beautification. The Recreation Department organizes the Town's annual St. Patrick's Day Festival and a variety of other special events. They also assist other groups with community events.

In July 2010, the Recreation Department moved to the Clover Community Center, 120 Bethel Street. This building is used to host town and community meetings. In 2014, Gallery 120 opened in the common area of the Community Center and provides space for showcasing the work of local artists. The SC Horseshoe Pitching Association Hall of Fame is also located at the Community Center.

BUDGET GOALS

- Capital expenditure purchases: encapsulate awning at Clover Community Center; new fencing and water fountains and demolition of mobile unit at Roosevelt Park
- Complete facility improvements to comply with ADA
- Replace two (2) computers
- Lease purchase truck and generator
- Rehabilitate bathrooms at Clover Community Park with PARD funding
- Strategic plan for future park needs
- State Earmarks: complete Roosevelt Park Field Lighting project and plan for recreation center (\$4 million)

DEPARTMENT DETAIL

PERSONNEL

Director	Joe Ross
Park Superintendent	Mark Ramsey
Assistant Park Superintendent	John Brown
Program Coordinators	Josh McCarter Ben Munitz
Special Events Coordinator	Samantha Long
Administrative Assistant (Permanent P-T, 25 hrs/week)	Shawna Sas
Gallery 120 Curator (Permanent P-T, 25 hrs/week)	Betsy Chapman
Park Assistant	Billy Edwards Jeff Hall
Park Assistants (Permanent P-T, 25 hrs/week)	VACANT
Recreation Assistants (Two (2) permanent P-T, generally 25 hrs/week but hours vary per season)	Wally Stenz VACANT Joshua Blanton (student)
Park Ambassadors	Seasonal

SERVICES

Sport	Season	League
Youth Soccer	Fall & Spring	Co-Ed, Boys, Girls
Youth Baseball	Fall & Spring	Co-Ed
Youth Softball	Fall & Spring	Girls
Youth Basketball	Winter	Co-Ed, Boys, Girls
Adult Softball	Summer	Co-Ed
Adult Kickball	Summer	Co-Ed
Adult Soccer	Summer	Co-Ed
Horseshoe Tournaments	Mar - Oct	

Programs subject to change based on resources and registrations. Other programs and leagues are offered from time to time as interest and resources allow.

FACILITIES AND EQUIPMENT

- **CLOVER COMMUNITY CENTER**

- 120 Bethel St; renovations completed in July 2010
- Recreation administrative staff, activity space and Council Chambers
- SC Horseshoe Pitching Association Hall of Fame and Gallery 120
- Space also used for variety of town and community meetings

- **CLOVER COMMUNITY PARK (the “COMPLEX” or CCP)**

- Maintenance office headquarters
- Two full-size lighted baseball/softball fields
- SC Horseshoe Pitching Association approved lighted horseshoe park with 16 pits
- Lighted walking trail (~1 mile) with fitness circuit
- Lighted Picnic shelters – first come, first served except with reservation
- \$30 fee to reserve 30' x 60' shelter with 10 picnic tables & two charcoal grills
- \$15 fee to reserve small shelter with 3 picnic tables
- Seasonal concession stand and restrooms
- 5–12-year-old playground, 2–5-year-old playground
- 9 hole disk golf

- **ROOSEVELT PARK**

- One full-size and two Youth League size baseball fields
- Outdoor, full-size basketball court
- Lighted 30' by 60' picnic shelter; \$30 fee to reserve
- 5–12-year-old playground, 2–5-year-old playground
- Seasonal concession stand with restrooms and storage space

- **NEW CENTRE PARK**

- Three lighted soccer fields, one unlit field
- Seasonal concession stand with restrooms
- Trails around pond and connecting to Clover Community Park
- Amphitheater, ADA playground, picnic shelter and Splash Pad (rental fee \$120)
- Veteran's Memorial Walking Trail (.17 mile)

- **OPTIMIST CLUB**

- Baseball Field owned by Optimist Club but maintained year round by the Town
- Available for use by Town at no charge

- **BLUE EAGLE ACADEMY**

- Fields are maintained by Town during Youth Soccer season; available for use at no charge
- Indoor Gymnasium used for youth basketball practice
- Lighted walking trail

- **GRIGGS ROAD ELEMENTARY**

- Fields are maintained by Town during Youth Baseball season; available for use at no charge

- **KINARD ELEMENTARY**

- Fields are maintained by Town during Youth Baseball season; available for use at no charge

VEHICLES

<u>Year</u>	<u>Make/Model</u>	<u>Driver</u>
16	Ford F-250	Assistant Park Superintendent
09	Ford Explorer	Special Events Coordinator
08*	Ford F-250	Park Assistants
12	Ford F-150	Program Coordinator
12	Ford F-150	Program Coordinator
21	Ford F-250	Park Superintendent
20	Dodge Durango	Director

94	Ford Backhoe	
16	Skid Steer	
2020	Kubota Tractor	

**Surplus to be auctioned.*

BUDGET DETAIL
10-525

[5000] SALARIES	\$ 454,500
▪ Full-time and part-time permanent employees	
[5002] LABOR	\$ 14,000
▪ Park Ambassadors (seasonal positions)	
[5004] OVERTIME	\$ 5,000
[5006] SOCIAL SECURITY	\$ 35,850
[5008] RETIREMENT	\$ 84,350
[5009] DEFERRED COMPENSATION MATCH	\$ 3,600
[5010] INSURANCE - HEALTH	\$ 57,800
[5012] WORKERS COMPENSATION	\$ 6,000
[5016] UTILITIES	\$ 90,000
▪ Electricity, field lights, water and sewer at each of the Town-owned facilities	
[5017] TELEPHONE	\$ 9,000
[5018] MAINTENANCE & SUPPLIES	\$ 85,000
[5020] VEHICLE REPAIR	\$ 3,000
[5021] VEHICLE – ROUTINE MAINTAINANCE	\$ 1,000
[5022] VEHICLE FUEL	\$ 12,000
[5027] INSURANCE –PROPERTY	\$ 10,700
[5028] INSURANCE -VEHICLES	\$ 3,900
[5030] INSURANCE-TORT	\$ 6,700
[5032] INSURANCE - BOND	\$ 0

[5034] FACILITY RENTAL	\$ 2,500
▪ Clover School District Gymnasium and Employees and Porta-jons.	
[5037] UNIFORMS & EQUIPMENT	\$ 3,000
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 2,000
[5063] DRUG TESTING	\$ 400
[5068] BUILDING MAINTENANCE	\$ 14,000
▪ Includes cleaning, pest control, fire extinguisher and floor mat contracts as well as miscellaneous building and equipment repairs.	
[5076] ADVERTISEMENT	\$ 1,500
[5088] UMPIRES, REFEREES, INSTRUCTORS, CONCESSIONS	\$ 60,000
▪ Sanctioned umpires for Minor & Major League Baseball and ASA Youth Softball	
[5089] RECREATION SUPPLIES	\$ 85,000
▪ Includes league uniforms and equipment and supplies purchased through fund raising activities	
[5092] DUES AND SUBSCRIPTIONS	\$ 3,500
▪ SC Parks & Recreation Association Fee, Dixie Baseball Sanction Fees, NRPA, and SC Festival and Event Association	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 5,400
▪ SCRPA conferences, SC Festivals and Events Conference, etc.	
[5096] CONCESSION EXPENSES	\$ 1,000
▪ Concessions outsourced to private vendor in FYE22	
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 15,000
▪ Includes CivicRec maintenance agreement and replacing 2 PC's	
[5130] POSTAGE	\$ 150
[5143] GALLERY 120	\$ 5,000
▪ Including summer youth art camps	

[5176] PROFESSIONAL SERVICES	\$ 17,000
<ul style="list-style-type: none"> ▪ Coach training and background checks ▪ Survey and ROW acquisition at Roosevelt Park ▪ Strategic Plan for future Park needs 	
[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 22,000
<ul style="list-style-type: none"> ▪ CivicPlus software and Park camera system annual maintenance at Roosevelt and one additional park 	
[5202] EQUIPMENT LEASES	\$ 4,500
[5204] CAPITAL LEASES	\$ 50,000
<ul style="list-style-type: none"> ▪ Existing Leases: SUV (3/2024); Tractor (3/2025); Truck (3/2026), Field Pro, Generator, and Mower (3/2028) ▪ New: Truck 	
[5211] FESTIVAL EXPENSES	\$ 1,500
[5215] GRANT EXPENSES	\$ 70,000
<ul style="list-style-type: none"> ▪ PARD grant for Clover Community Park restrooms 	
[5410] CAPITAL EXPENDITURES	\$ 85,000
<ul style="list-style-type: none"> ▪ Clover Community Center improvements (encapsulate awning) ▪ New and replacement fencing at parks; water fountain at Roosevelt and Clover Community Parks ▪ Demolition of mobile unit at Roosevelt Park (old Stellie J Jackson building) 	
[5411] CAPITAL EXPENDITURES - FINANCED	\$96,000
<ul style="list-style-type: none"> ▪ New capital vehicles and equipment that are financed through a lease purchase; annual payments budgeted in 5204 Capital Leases. New: Truck and generator for Community Center (from FYE24 lease purchase) 	
[5412] PARK UPGRADES	\$ 0
<ul style="list-style-type: none"> ▪ All expenses moved to other line items 	
TOTAL RECREATION DEPARTMENT	\$ 1,456,850
TRANSFER TO CAPITAL PROJECTS	\$250,000

**GENERAL FUND
STREETS AND SANITATION DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
10-500				
5000	Salaries	\$ 370,085	\$ 399,250	\$ 376,000
5004	Overtime	\$ -	\$ 5,000	\$ 5,000
5006	Social Security	\$ 26,745	\$ 31,250	\$ 29,100
5008	Retirement	\$ 63,934	\$ 75,000	\$ 70,800
5009	Deferred Compensation Match	\$ 4,753	\$ 4,300	\$ 3,750
5010	Insurance - Health	\$ 57,755	\$ 63,850	\$ 64,300
5012	Workers Comp	\$ 11,838	\$ 11,700	\$ 11,500
5016	Utilities	\$ 83,877	\$ 80,000	\$ 84,000
5017	Telephone	\$ 1,792	\$ 2,000	\$ 2,000
5018	Maintenance & Supplies	\$ 19,811	\$ 30,000	\$ 25,000
5020	Vehicle-Repairs	\$ 37,207	\$ 25,000	\$ 30,000
5021	Vehicle - Routine Main.	\$ 7,101	\$ 15,000	\$ 15,000
5022	Vehicle - Fuel	\$ 44,016	\$ 42,000	\$ 42,000
5027	Insurance - Property	\$ 869	\$ 1,000	\$ 1,200
5028	Insurance - Vehicle	\$ 12,831	\$ 14,300	\$ 12,250
5030	Insurance - Tort	\$ 3,092	\$ 3,700	\$ 5,100
5032	Insurance - Bond	\$ 100	\$ 100	\$ -
5034	Uniforms Rental	\$ 3,816	\$ 3,000	\$ 6,000
5037	Uniforms & Equipment	\$ 400	\$ 1,500	\$ 1,500
5040	Waste Management	\$ 5,842	\$ 6,000	\$ 6,600
5042	Landfill Fees	\$ 148,355	\$ 150,000	\$ 150,000
5045	Curbside Recycling	\$ 71,316	\$ 65,000	\$ 18,000
5059	Office Supplies/Equipment	\$ 50	\$ 300	\$ 500
5063	Drug Testing	\$ 597	\$ 600	\$ 600
5068	Building Maintenance	\$ 157	\$ 10,000	\$ 10,000
5082	Contract Maintenance	\$ -	\$ 1,000	\$ 1,000
5092	Dues and Subscriptions	\$ 75	\$ 200	\$ 200
5094	Training/Mtgs/Travel	\$ -	\$ 100	\$ 100
5122	Computer Maint & Prog	\$ 2,085	\$ 3,400	\$ 2,100
5130	Postage	\$ 4	\$ 50	\$ 50
5176	Professional Services	\$ 3,487	\$ 5,000	\$ 25,000
5181	Stormwater Repair	\$ -	\$ 50,000	\$ 10,000
5204	Capital Lease	\$ 177,725	\$ 166,100	\$ 164,300
5206	Pedestrian Improvements	\$ -	\$ 50,000	\$ 50,000
5210	Street Repair - Minor	\$ 302	\$ 7,000	\$ 10,000
5215	Grant Expense	\$ -	\$ 4,000	\$ 4,000
5410	Capital Expenditures	\$ 34,284	\$ 12,000	\$ 160,000
5411	Capital Expenditures - Financed	\$ 97,319	\$ 145,000	\$ 50,000
5475	Cemetery Expenses	\$ 26,564	\$ 50,000	\$ 50,000
TOTAL		\$ 1,318,184	\$ 1,533,700	\$ 1,496,950
TRANSFER TO CAPITAL			\$ -	\$ 300,000

STREETS AND SANITATION **DEPARTMENT**

SERVICE DELIVERY

The Town of Clover Streets and Sanitation Department is responsible for the collection of the Town's solid waste and yard debris on a weekly schedule. The Department also monitors street signs and damaged roads in need of repair as well as maintaining the common green spaces of the Town. Stormwater maintenance is also included in this department.

Effective July 2024, the Town no longer provides curbside recycling collection. The Town also does not provide any type of garbage collection for non-residential property.

This department manages the agreement for additional landscaping services for Main Street, cemeteries, and other town properties.

Certain shared expenses are reimbursed from the Water/Sewer Department including 50% of the salary and salary related expenses for the Public Works Director.

BUDGET GOALS

- Lease purchase tractor and rear loader garbage truck (anticipate 2027 delivery so a separate lease purchase will be needed or group with next fiscal year's lease)
- Complete public education regarding the end of curbside recycling
- Build new shed at Armory
- Pedestrian improvements
- Cemetery improvement planning

**Following adoption of the FY24-25 budget, an error in employee salaries in this department was found. The budget only includes funding for seven (7) positions. A laborer position was inadvertently left out of the calculations. This error will be corrected with a budget amendment.*

DEPARTMENT DETAIL

PERSONNEL

Director	Mark Geouge
Streets & Sanitation Supervisor	Mike Carpenter
Truck Driver	VACANT
Laborer Lead (CDL)	James Shytle
Laborers	Keith Porter
	Daryl Glassey
	Michael Whitesides
	VACANT

SERVICES

- Provide once a week curbside pick-up of household garbage
- Provide once a week backdoor pick-up of household garbage for authorized handicapped residents
- Yard debris collection for residential customers
- Report and/or replace down or damaged street signs
- Repair or report damaged road surfaces
- Maintains Town green spaces
- Provide maintenance and upkeep of public stormwater drainage facilities

FACILITIES AND EQUIPMENT

- PUBLIC WORKS YARD, 300 Smith Street
 - Includes office space and garage bays and storage and maintenance sheds
 - Also serves as office for Water/Sewer Department
- CLOVER ARMORY GARAGE, 301 Memorial Drive
 - Acquired in May 2013
 - Garage area used for vehicle and equipment storage
 - Armory expenses (utilities, insurance, etc. in Administration budget)

SANITATION VEHICLES

<u>Veh #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Gas/Diesel</u>
5	21	Heil Side loader Garbage Truck	Diesel
4	17	Heil Side loader Garbage Truck	Diesel
1	07	Heil Rear Loader	Diesel
2	18	Heil Rear Loader	Diesel
	14	Chevrolet Silverado	Gas
	13	Ford F-150	Gas

STREETS VEHICLES

<u>Veh #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Gas/Diesel</u>
6	20	International Dump Truck w/ Box Bed	Diesel
7	23	International Dump Truck w Box Bed	Diesel
8	16	Ford F-450 Dump Truck	Gas
9	11	Ford F-450 Dump Truck	Diesel
10	23	Ford F-450 Dump Truck	Gas
	08	Ford F-150 (supervisor)	Gas
	08	Backhoe B-95	
	21	Platform Lift (30')	
		ATV Gator	
		Street Sweeper	
		Kubota Mower (2	
		Asphalt Roller	
		Woodchipper	
		Trailer Mount Leaf Machine	

*Surplus

BUDGET DETAIL

10-500

[5000] SALARIES	\$ 376,000
*See note on page 67	
[5004] OVERTIME	\$ 5,000
[5006] SOCIAL SECURITY	\$ 29,100
[5008] RETIREMENT	\$ 70,800
[5009] DEFERRED COMPENSATION MATCH	\$ 3,750
[5010] INSURANCE – HEALTH	\$ 64,300
[5012] WORKER’S COMPENSATION	\$ 11,500
[5016] UTILITIES	\$ 84,000
▪ Includes public works facilities and street lighting throughout the Town	
[5017] TELEPHONE	\$ 2,000
▪ Mobile phones (Streets & Sanitation Supervisor and Stormwater Supervisor). Regular phone and fax service budgeted in Water/Sewer Department.	
[5018] MAINTENANCE & SUPPLIES	\$ 25,000
▪ Includes paving & repair materials: stone, gravel, asphalt, concrete; rakes, shovels, pitchforks, etc.; and street signs and street sign posts and caps	
[5020] VEHICLE – REPAIRS	\$ 30,000
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 15,000
[5022] VEHICLE – FUEL	\$ 42,000
[5027] INSURANCE – PROPERTY	\$ 1,200
[5028] INSURANCE –VEHICLES	\$ 12,250
[5030] INSURANCE - TORT	\$ 5,100
[5032] INSURANCE – BOND	\$ 0

[5034] UNIFORM RENTALS	\$ 6,000
▪ Uniform pants and shirts are provided for each employee	
[5037] UNIFORMS AND EQUIPMENT	\$ 1,500
▪ Work t-shirts and boots are provided for each employee	
[5040] WASTE MANAGEMENT	\$ 6,600
▪ Fees for Town dumpsters (all departments)	
[5042] LANDFILL FEES	\$ 150,000
[5045] CURBSIDE RECYCLING	\$ 18,000
▪ Final shared payment to City of York for vehicle which will be sold and proceeds split between the Town and City.	
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 500
[5063] DRUG TESTING/DOT PHYSICALS	\$ 600
▪ Includes annual fee from testing company	
[5068] BUILDING MAINTENANCE	\$ 10,000
▪ Includes cleaning, pest control, fire extinguisher and floor mat contracts as well as miscellaneous building and equipment repairs, e.g. HVAC, plumbing, etc.	
[5082] CONTRACT MAINTENANCE	\$ 1,000
▪ Town clock at Centennial Park	
[5092] DUES AND SUBSCRIPTIONS	\$ 200
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 100
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 2,100
[5130] POSTAGE	\$ 50
[5176] PROFESSIONAL SERVICES	\$ 25,000
▪ Engineering, survey and testing services related to road (including C-Fund work) and stormwater improvements	
▪ Cemetery improvement planning	

[5181] STORMWATER REPAIR **\$ 10,000**

- Includes routine maintenance and rehabilitation of manholes contributing to I&I

[5204] CAPITAL LEASES **\$ 164,300**

- Existing: Dump Truck with leaf bed (3/2024), truck and lift (3/2025), dump truck with chipper bed and side loader garbage truck (3/2026), dump truck (3/2027), wheel loader and woodchipper (3/2028)
- New: Tractor

[5206] PEDESTRIAN IMPROVEMENTS **\$ 50,000**

- Minor sidewalk repair and pedestrian improvements
- Speed hump program

[5210] STREET REPAIR - MINOR **\$ 7,000**

- Minor repairs of Town-owned streets, e.g. pot holes, cracks, etc.

[5215] GRANT EXPENSE **\$ 4,000**

- Grant for safety equipment; SCMIT to reimburse \$2,000

[5410] CAPITAL EXPENDITURES **\$ 160,000**

- Includes garbage bins (\$10,000) and new shed at Armory

[5411] CAPITAL EXPENDITURES - FINANCED **\$ 50,000**

- New capital vehicles and equipment that are financed through a lease purchase; annual payments budgeted in 5204 Capital Leases. New Lease: tractor. A new Rear Loader Garbage Truck to be ordered but will not be received until 2027

[5475] CEMETERY EXPENSES **\$ 50,000**

- Landscape maintenance contract; Cemetery Management Software; and miscellaneous improvements
- See also Professional Services for cemetery improvement planning

TOTAL STREETS & SANITATION DEPARTMENT **\$ 1,496,950**

TRANSFER TO CAPITAL PROJECTS **\$300,000**

ENTERPRISE FUND REVENUE

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
20-400				
4013	Credit Card Revenue	\$ 20,705	\$ 7,000	\$ 7,000
4026	Sale of Assets	\$ 4,025	\$ 1,000	\$ 1,800
4028	Interest Income	\$ 91,380	\$ 80,000	\$ 100,000
4030	Misc. Revenue	\$ 26,401	\$ 8,000	\$ 8,000
4038	Set Off Debt	\$ 2,537	\$ 3,000	\$ 3,000
4047	Grants Water Dept	\$ 9,600	\$ -	\$ -
4049	Grants Sewer Dept	\$ 203,959	\$ 5,000,000	\$ -
4050	State Revenue	\$ 2,300	\$ 2,300	\$ -
4100	Service Connection Fee	\$ 94,277	\$ 85,000	\$ 75,000
4102	Water Revenue	\$ 1,904,557	\$ 1,800,000	\$ 1,961,500
4104	New Water Installation	\$ 29,924	\$ 15,000	\$ 18,000
4108	Late Fees	\$ 74,765	\$ 80,000	\$ 60,000
4110	Sewer Revenue	\$ 1,777,304	\$ 1,710,000	\$ 1,846,000
4112	New Sewer Installation	\$ 5,230	\$ 5,000	\$ 5,000
4113	Pretreatment Fees	\$ 3,600	\$ 5,000	\$ 4,000
4115	Transfer Fee	\$ 750	\$ 700	\$ 700
4116	SC DHEC Fee	\$ 32,740	\$ 33,000	\$ 33,500
4800	Lease Purchase Financing	\$ 60,000	\$ 100,000	\$ -
TOTAL		\$ 4,344,054	\$ 8,935,000	\$ 4,123,500

TRANSFERS		2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
20-900-9999	Transfers In		\$ -	\$ -
20-400-4120	Water & Sewer Capacity Fees	\$ 682,350	\$ 186,500	\$ 186,500
TOTAL		\$ 682,350	\$ 186,500	\$ 186,500

ENTERPRISE FUND REVENUES (WATER/SEWER)

[4013] CREDIT CARD REVENUE	\$ 7,000
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Credit card transaction fees for on-line bill pay.

[4026] SALE OF ASSETS	\$ 1,800
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For the sale of capital assets, such as vehicles and equipment, and other items.

[4028] INTEREST INCOME	\$ 100,000
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This line item represents the interest earned on the water/sewer accounts – operating, Bond, capital projects and SC Local Government Investment Pool.

[4030] MISCELLANEOUS REVENUE	\$ 8,000
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This line item includes the revenue collected from the sale of hydrant water to contractors, raw sewage dumping fees and returned check fees.

[4038] SET OFF DEBT	\$ 3,000
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The Town has contracted with the Municipal Association to collect delinquent revenues from accounts with unpaid balances.

[4047] GRANTS WATER and [4049 GRANTS SEWER]	\$ 0
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[4050] STATE REVENUE	\$ 0
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SCRS reimbursement from the State ended in FYE24.

[4100] SERVICE CONNECTION FEES	\$ 75,000
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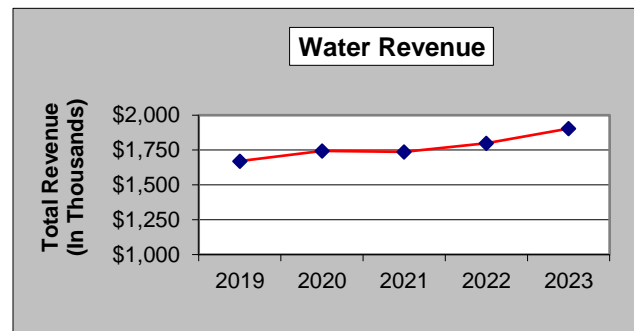
A \$75 service connection fee is charged to all new water/sewer customers. A deposit is also required but is not considered revenue to the Town since the deposit will be refunded after the account is in good standing for a 12 month period. This line item also includes fees charged for a courtesy connection (\$25), i.e. 2-day connection; the \$30 administrative fee charged to customers to reconnect water; and the \$50 administrative fee charged to customers for reactivating disconnected water before the past due bill is paid.

[4102] WATER REVENUE**\$ 1,961,500**

This line item represents the amount the Town expects to revenue from the sale of water and from sprinkler head fees. The revenue anticipated is based on prior year experience and anticipated growth.

Rate Increases since 2002:

- FY10-11 - 4% (offset 3.7% rate increase)
- FY11-12 - 3% (offset 3% increase and increases in operational expenses)
- FY14-15 – Rate restructure and increase to base and volume rates (based on 2014 Rate Study)
- FY15-16 – Year 2 base and volume rate increases based on 2014 Rate Study
- FY16-17 – Year 3 base and volume rate increases based on 2014 Rate Study (offset 2% increase TRU)
- FY18-19 – 1.5% to volume rates (offset 2.5% increase from TRU)
- FY21-22 – 5% to volume rates (offset 5% increases from TRU in 2020 and 2021)
- FY22-23 – 2.5% to volume rates (offset 5% increase from TRU)
- FY24-25 – 4% to volume rates (offset 75% increase from TRU)

**[4104] NEW WATER INSTALLATION****\$ 18,000**

Fire Service Fees and the Meter Charge and Installation fee collected for new water service connections. If a developer installs his own lines, the installation fee is waived.

[4108] LATE FEES**\$ 60,000**

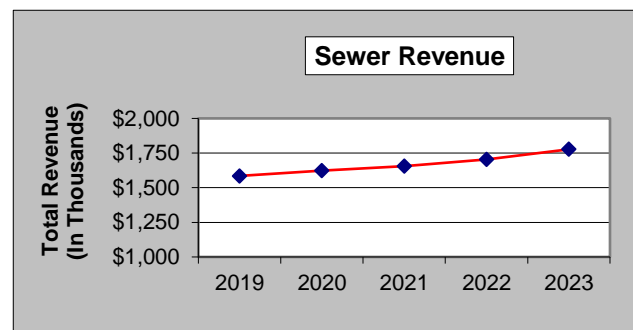
This line item represents the additional fee assessed for late payment (10%).

[4110] SEWER REVENUE**\$ 1,846,000**

This line item represents the amount the Town expects to revenue from the sale of sewer service. The revenue budgeted is based on revenues received over the last year and on anticipated growth. Raw sewage dump fees and fees for low pressure sewer applications are also included in this line item. Sewer rates are based upon water usage.

Rate Increases since 2002:

- FY10-11 - 4% (offset 3.7% rate increase)
- FY11-12 - 8% (offset 8% increase and increases in operational expenses)
- FY14-15 – Rate restructure and increase to base and volume rates (based on 2014 Rate Study)
- FY15-16 – Year 2 base and volume rate increases based on 2014 Rate Study
- FY16-17 – Year 3 base and volume rate increases based on 2014 Rate Study (offset 2% increase from TRU)
- FY18-19 – 1.5% to volume rates (offset 2.5% increase from TRU)
- FY21-22 – 2.5% to volume rates (offset 5% increases from TRU in 2020 and 2021)
- FY22-23 – 5% to volume rates (offset 5% increase from TRU)
- FY24-25 – 4% to volume rates (offset 75% increase from TRU)



[4112] NEW SEWER INSTALLATION	\$ 5,000
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The installation fee collected for new sewer service connections and based on the connection size. If a developer installs his own lines, the installation fee is waived.

[4113] PRETREATMENT FEES	\$ 4,000
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Fees associated with the Town's pretreatment program for the industrial discharge of wastewater.

[4115] TRANSFER FEE	\$ 700
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A \$25 charge for transferring a customer from one service address to another provided the account for the original service is paid in full.

[4116] SC DHEC FEE	\$ 33,500
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Revenue collected from water customers per State regulation.

[4800] LEASE PURCHASE FINANCING	\$ 0
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Reimbursement from financial institutions for purchases made through lease purchase agreements. Leases Purchases for FYE24: N/A

TOTAL ENTERPRISE FUND REVENUES	\$4,123,500
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CAPACITY FEE REVENUE	\$ 186,500
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BUDGETED FUND BALANCE	\$ 6,704,000
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Funds allocated from:

- | | | |
|-----------------|-------------|---|
| • R&R Fund | \$225,000 | Generators, Cloverdale Lift Station Rehab |
| • Capacity Fees | \$1,050,000 | AMI, Water tank cleaning and WWTP Pump |
| • Fund Balance | \$5,429,000 | Sewer/State earmark project and amount needed to balance the budget |

**ENTERPRISE FUND
WATER/SEWER DEPARTMENT**

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
20-555				
5000	Salaries	\$ 246,767	\$ 411,000	\$ 352,800
5004	Overtime & On Call	\$ -	\$ 10,000	\$ 18,350
5006	Social Security	\$ 17,678	\$ 31,700	\$ 28,500
5008	Retirement	\$ 43,148	\$ 78,200	\$ 69,000
5009	Deferred Compensation Match	\$ 2,549	\$ 2,500	\$ 2,500
5010	Insurance - Health	\$ 40,020	\$ 66,400	\$ 80,300
5012	Workers Comp	\$ 3,171	\$ 4,350	\$ 8,700
5016	Utilities	\$ 92,425	\$ 88,000	\$ 88,000
5017	Telephone	\$ 20,336	\$ 20,000	\$ 28,000
5018	Maintenance & Supplies	\$ 118,894	\$ 150,000	\$ 150,000
5020	Vehicle-Repairs	\$ 3,216	\$ 15,000	\$ 15,000
5021	Vehicle-Routine Main	\$ 1,553	\$ 5,000	\$ 5,000
5022	Vehicle - Fuel	\$ 37,362	\$ 40,000	\$ 35,000
5027	Insurance - Property	\$ 3,638	\$ 4,500	\$ 7,100
5028	Insurance - Vehicle	\$ 4,060	\$ 4,500	\$ 6,100
5030	Insurance - Tort	\$ 2,209	\$ 2,700	\$ 3,500
5032	Insurance - Bond	\$ -	\$ 100	\$ -
5034	Uniform Rental	\$ 3,582	\$ 3,500	\$ 4,000
5037	Uniforms & Equipment	\$ 200	\$ 1,500	\$ 1,500
5038	Bad Debts	\$ 23,769	\$ 25,000	\$ 25,000
5058	Bank Charges	\$ 17,777	\$ 11,000	\$ 8,000
5059	Office Supplies/Equipment	\$ 1,174	\$ 2,000	\$ 2,000
5063	Drug Testing	\$ 318	\$ 500	\$ 500
5068	Building Maintenance	\$ 2,135	\$ 15,000	\$ 15,000
5076	Advertisement	\$ 519	\$ 500	\$ 500
5082	Contract Maintenance	\$ 14,712	\$ 20,000	\$ 5,000
5092	Dues & Subscriptions	\$ 1,541	\$ 1,800	\$ 2,000
5094	Training/Mtgs/Travel	\$ 272	\$ 1,000	\$ 1,000
5122	Computer Maint & Prog	\$ 3,446	\$ 5,000	\$ 4,500
5130	Postage	\$ -	\$ 50	\$ 50
5176	Professional Services	\$ 15,746	\$ 50,000	\$ 76,800
5198	Technology Subscriptions	\$ 12,532	\$ 10,000	\$ 15,000
5204	Capital Lease	\$ 57,149	\$ 79,200	\$ 49,800
5210	Lab Testing	\$ 16,622	\$ 15,000	\$ 18,000
5212	DHEC Fee	\$ 12,707	\$ 13,000	\$ 13,000
5215	Grant Expenses	\$ 3,004	\$ 5,005,000	\$ 5,034,000
5409	CDBG Grant Expenses	\$ 227,170	\$ -	\$ -
5410	Capital Expenditures	\$ 416,276	\$ 2,125,000	\$ 1,550,000
5411	Capital Expenditures - Financed	\$ -	\$ 100,000	\$ -
5413	Debt Payment	\$ 330,872	\$ 362,000	\$ 362,500
5415	Revolving Loan Fund	\$ -	\$ -	\$ -
5445	Meter Purchase	\$ 42,585	\$ 35,000	\$ 25,000
5450	Water Purchase	\$ 982,613	\$ 975,000	\$ 985,000
5460	Sewer Purchase	\$ 1,081,317	\$ 1,125,000	\$ 1,130,000
5470	Monitoring & Surcharges	\$ 27,493	\$ 32,000	\$ 40,000
TOTAL		\$ 3,932,557	\$ 10,947,000	\$ 10,266,000
Transfer to General Fund		\$ 426,600	\$ 459,500	\$ 561,500

WATER AND SEWER DEPARTMENT

SERVICE DELIVERY

The Water and Sewer Department is responsible for the reliable delivery of potable water, at adequate pressure, and collecting wastewater from the customers within the Town's system. In addition, the Department must maintain a constant supply of water, at adequate pressure according to DHEC, for the Town's fire suppression system. It also maintains, installs or supervises the installation of all water mains, service lines, meters, fire hydrants, and water taps for new services. The Water and Sewer Department reads all meters on a monthly basis, providing this information to the Administration Department for billing. The Department also provides planning and engineering assistance to developers of major projects and subdivisions. In 2008, the Town was required to develop and implement a Pretreatment Program for industrial wastewater discharges.

The Town of Clover contracted with the City of Gastonia in August of 1997 to purchase water through a wholesale agreement. The agreement also included the processing of the Town's sewage once pretreated and pumped to the Gastonia Treatment Plant. The Town negotiated to purchase water at Gastonia's in-town rates. A new agreement was approved in October 2017 and will expire in 2042.

The Enterprise Fund reimburses the General Fund quarterly based on established ratios for shared services such as salaries, office supplies, postage, IT support, etc.

BUDGET GOALS

- Fill open positions and succession planning
- Capital expenditures include:
 - generators at Food Lion and Yorktown lift stations, relocate sewer line at Catawba & Guinn Street
 - cleaning elevated water tank and WWTP pump – Capacity Fees
 - lift station rehabilitation (Cloverdale) - R&R funds
- AMI water meter system – Capacity Fees
- Sewer Grant Project - Slipline and Griggs and Pharr Yarns Lift Station Upgrades – State Earmark
- Rate and Capacity Fee Study and Lead and Copper Compliance
- Update Water/Sewer Master Plan

DEPARTMENT DETAIL

PERSONNEL

Director	Mark Geouge
Water Supervisor	Kenneth Jackson
Plant Operator	Jeff Mansir
Water/Sewer Maintenance	Gabe Storey
	Matt Bleacher
	Jonathan Merola
	VACANT
	VACANT
Meter Reader	Laramie Parker

SERVICES

- Install water and sewer taps
- Water and sewer line and equipment repairs
- Monitor and maintain lift stations
- Meter reading
- Sewage transfer station (Calabash WWTP)
- Pretreatment Program
- New development plan review

FACILITIES AND EQUIPMENT

- PUBLIC WORKS YARD, 300 Smith Street
 - Includes office space and garage bays, storage and maintenance sheds
 - Also serves as office for Streets and Sanitation Department
- CALABASH PUMP STATION AND OFFICE (WWTP)
 - Required DHEC testing performed
 - Receive wastewater, pre-treat, and pump to Two Rivers Utilities (TRU)
- ARMORY
 - Garage area used for equipment and materials storage
- LIFT STATIONS (39 units plus 2 more upon completion of Penley Place and Arbor Chase)

WATER VEHICLES

<u>Year</u>	<u>Make/Model</u>	<u>Driver</u>
00	International Dump Truck	
01	International Dump Truck	
12	Ford F-250	Laborer
21	Ford Ranger	Meter Reader
21	Chevrolet 1500 4x4	Public Works Director
17	Ford F-250	Laborer
20	Ford F-250	Laborer
23	Ford F-250	Supervisor

SEWER VEHICLES

<u>Year</u>	<u>Make/Model</u>	<u>Driver</u>
21	Ford F-150 4x4	Supervisor
18	Ford F-150	Laborer
12	Ford F-250 service truck	Spare
16	Chevrolet 1500	Laborer

OTHER EQUIPMENT

<u>Year</u>	<u>Make/Model</u>
07	Mini Excavator
20	Hudson Trailer
18	Caterpillar Backhoe
14	Freightliner Vac Truck
23	Mini Excavator
20	Sewer Machine

*Surplus to be sold.

BUDGET DETAIL
20-555

[5000] SALARIES	\$ 352,800
[5004] OVERTIME & ON CALL	\$ 18,350
▪ Includes new on-call compensation program which began July 1, 2024	
[5006] SOCIAL SECURITY	\$ 28,500
[5008] RETIREMENT	\$ 69,000
[5009] DEFERRED COMPENSATION MATCH	\$ 2,500
[5010] INSURANCE – HEALTH	\$ 80,300
[5012] WORKER’S COMPENSATION	\$ 8,700
[5016] UTILITIES	\$ 88,000
▪ Town lot, Calabash Pump Station & Lab, Lift Stations	
[5017] TELEPHONE	\$ 28,000
▪ Town lot phone and cell phones	
▪ Tower Lease for AMI Service	
[5018] MAINTENANCE & SUPPLIES	\$ 150,000
[5020] VEHICLE – REPAIRS	\$ 15,000
[5021] VEHICLE – ROUTINE MAINTENANCE	\$ 5,000
[5022] VEHICLE – FUEL	\$ 35,000
[5027] INSURANCE – PROPERTY/LIABILITY	\$ 7,100
[5028] INSURANCE –VEHICLES	\$ 6,100
[5030] INSURANCE – TORT	\$ 3,500
[5032] INSURANCE – BOND	\$ 0
[5034] UNIFORM RENTAL	\$ 4,000

[5037] UNIFORMS AND EQUIPMENT	\$ 1,500
▪ Work t-shirts and boots are provided for each employee	
[5038] BAD DEBTS	\$ 25,000
▪ This line item represents the uncollected water/sewer bills	
[5058] BANK CHARGES	\$ 8,000
[5059] OFFICE SUPPLIES & EQUIPMENT	\$ 2,000
[5063] DRUG TESTING	\$ 500
[5068] BUILDING MAINTENANCE	\$ 15,000
▪ Includes funding for pest control and miscellaneous repairs and upgrades	
[5076] ADVERTISEMENT	\$ 500
[5082] CONTRACT MAINTENANCE	\$ 5,000
▪ Jack Moore/Water Tank Valves maintenance contracts	
[5092] DUES AND SUBSCRIPTIONS	\$ 2,000
▪ SC DHEC Water/Sewer Licenses required for staff and various associations.	
▪ Arc GIS licenses	
[5094] TRAINING, MEETINGS, AND TRAVEL	\$ 1,000
▪ Once per year safety training provided by Pipeline Supply – (2) employees	
▪ SC Public Works Convention	
▪ OSHA Training	
[5122] COMPUTER MAINTENANCE & PROGRAMS	\$ 4,500
▪ Routine maintenance	
[5130] POSTAGE	\$ 50
[5176] PROFESSIONAL SERVICES	\$ 76,800
▪ Joel Wood engineering services for specific projects; Utility Location services (PUPS); Master Plan Update	

[5198] TECHNOLOGY SUBSCRIPTIONS	\$ 15,000
<ul style="list-style-type: none"> ▪ Mission Alarms 	
[5204] CAPITAL LEASES	\$ 49,800
<ul style="list-style-type: none"> ▪ Existing: Service Truck and Sewer Machine (3/2024), truck and trailer (3/2025), truck and asphalt roller (3/2026), service truck (3/2027) ▪ New: N/A 	
[5210] LAB TESTING	\$ 18,000
<ul style="list-style-type: none"> ▪ DHEC and pretreatment program testing 	
[5212] DHEC FEE (WATER/SEWER PERMITS)	\$ 13,000
<ul style="list-style-type: none"> ▪ Required DHEC permits 	
[5215] GRANT EXPENSES	\$ 5,034,000
<ul style="list-style-type: none"> ▪ Sewer sliplining and upgrading Griggs and Pharr Yarns Lift Stations ▪ SCMIT Public Works grant (\$2,000) with Town match 	
[5410] CAPITAL EXPENDITURES	\$ 1,550,000
<ul style="list-style-type: none"> ▪ Includes generators at Food Lion and Yorktown lift stations, relocation of sewer line at Catawba & Guinn Street (under houses), and miscellaneous pumps and equipment 	
[5411] CAPITAL EXPENDITURES - FINANCED	\$ 0
<ul style="list-style-type: none"> ▪ New capital vehicles and equipment that are financed through a lease purchase; annual payments budgeted in 5204 Capital Leases. New: N/A 	
[5413] DEBT SERVICE PAYMENT	\$ 362,500
<ul style="list-style-type: none"> ▪ This line item reflects the monthly payments required under the 2007 Revenue Bond for payment of the bond principal and interest. Pay off 12-1-2027. 	
[5445] METER PURCHASE	\$ 25,000
<ul style="list-style-type: none"> ▪ Includes commercial, residential and industrial meters for replacement and for new construction. 	

[5450] WATER PURCHASE **\$ 985,000**

[5460] SEWER PURCHASE **\$ 1,130,000**

7.5% rate increase from Two Rivers effective July 1, 2024.

[5470] MONITORING AND SURCHARGES **\$ 40,000**

- Monthly sewer pretreatment program charges (\$300) and surcharges for exceeding permit limits.

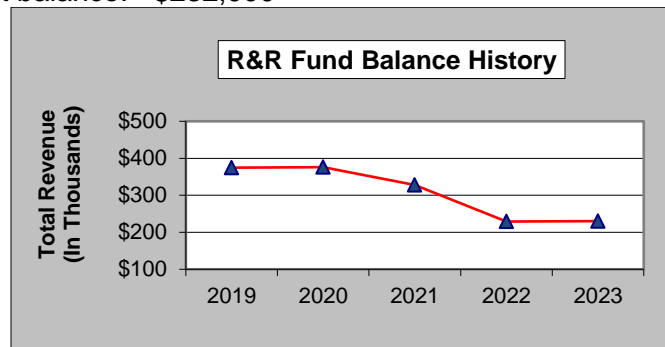
TOTAL WATER/SEWER DEPARTMENT **\$ 10,266,000**

TRANSFER TO GENERAL FUND (20-900-9999) **\$ 561,500**

- The Enterprise Fund reimburses the General Fund for expenses related to the operation of the water and sewer utility.

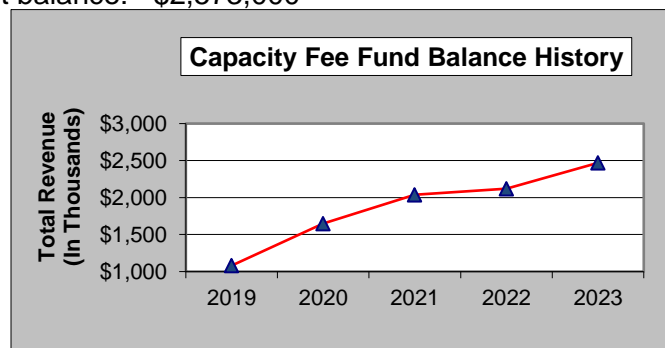
REPLACEMENT AND REHABILITATION FUND **\$ 0**

- Funds set aside for capital improvements, grant matches, etc.
- No funds have been specifically allocated in recent years to fund the R&R
- Current balance: ~\$232,000



WATER & SEWER PROJECT FUND (CAPACITY FEE) **\$ 186,500**

- Fees paid by new development set aside for capital improvements, grant matches, etc., for projects that ensure adequate capacity for customers
- Current balance: ~\$2,573,000



**SPECIAL REVENUE FUND
HOSPITALITY TAX**

REVENUES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
50-400				
4028	Interest Income	\$ 9,016	\$ 17,000	\$ 1,200
4052	Other Revenues	\$ -	\$ 5,000	\$ -
4055	Hospitality Tax	\$ 434,569	\$ 410,000	\$ 415,000
Budgeted Fund Balance		-	\$ -	\$ 34,500
TOTAL		\$ 443,585	\$ 432,000	\$ 450,700

EXPENDITURES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
50-500				
5004	Overtime	\$ 24,194	\$ 25,300	\$ 28,000
5059	Office Supplies/Equipment	\$ -	\$ 5,000	\$ 2,000
5076	Advertisement	\$ -	\$ 2,000	\$ 1,000
5082	Contract Maintenance	\$ 21,672	\$ 40,000	\$ 42,000
5132	Contribution to CVB	\$ 6,000	\$ 6,000	\$ 6,000
5176	Professional Services	\$ 12,404	\$ 8,000	\$ 13,000
5190	Festivals	\$ 53,661	\$ 60,000	\$ 60,000
5191	Special Events	\$ 35,794	\$ 45,000	\$ 55,000
5215	Grant Expenses	\$ -	\$ 12,500	\$ 13,000
5410	Capital Expenditures	\$ -	\$ 78,000	\$ 75,000
5413	Debt Service	\$ 150,032	\$ 150,200	\$ 150,200
Contribution to Fund Balance			\$ -	
TOTAL		\$ 303,757	\$ 432,000	\$ 445,200

Transfer to Capital Projects		\$ -	\$ 5,500
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HOSPITALITY TAX

Effective January 1, 2007, the Town of Clover implemented a 2% Local Hospitality Tax applied to the total amount of the charge for prepared or modified foods and beverages intended for immediate consumption and sold within the municipal limits of the Town of Clover.

Hospitality Tax expenditures are restricted by State law. Tax proceeds can fund:

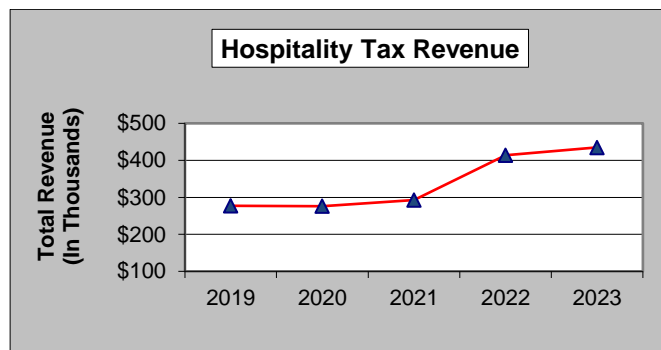
- (1) tourism-related buildings including, but not limited to, civic centers, coliseums, and aquariums;
- (2) tourism-related cultural, recreational, or historic facilities;
- (3) beach access and renourishment;
- (4) highways, roads, streets, and bridges providing access to tourist destinations;
- (5) advertisements and promotions related to tourism development; or
- (6) water and sewer infrastructure to serve tourism-related demand.

State law also allows an amount up to twenty (20%) percent of the prior year's hospitality tax collections to be used during the current year for operation and maintenance such as listed above including police, fire protection, emergency medical services, and emergency-preparedness operations directly attendant to those facilities.

Revenues generated from ride ticket sales and entry fees are used to offset the Hospitality Tax expense to provide event. Revenues in excess of the actual expense, as well as overtime expenses for special events, are reimbursed to the General Fund Festival Revenue (10-400-4211).

BUDGET GOALS

- History Tour Project
- Christmas decorations



The ~\$100,00 increase in revenue from FYE21 to FYE22 is attributed to COVID recovery, new restaurants, and higher prices for food and beverage.

BUDGET DETAIL
50-500

[5004] OVERTIME	\$ 28,000
▪ Overtime for festivals and special events reimbursed to General Fund Festival Revenue	
[5059] OFFICE SUPPLIES	\$ 2,000
▪ Miscellaneous special event items such as parking signs, decorations, etc.	
[5076] ADVERTISEMENT	\$ 1,000
[5082] CONTRACT MAINTENANCE	\$ 42,000
▪ Maintenance contract for end caps and Welcome signs	
[5132] CONTRIBUTION TO CVB	\$ 6,000
▪ To support CVB efforts to promote York County	
[5176] PROFESSIONAL SERVICES	\$ 13,000
▪ Greater Clover Chamber of Commerce for visitors' center and tourism promotion, including annual Christmas Parade management (\$5,000); tourism materials including a history tour project; and agreement with CVB for Placr.ai	
[5190] FESTIVALS	\$ 60,000
▪ St. Patrick's Festival Highland Games, and BBQ Cookoff, etc.	
[5191] SPECIAL EVENTS	\$ 55,000
▪ Events including Movies in the Park and Food Truck Thursday; seasonal/holiday events; Nights @ New Centre and other events at NCP amphitheater	
▪ Special tourism related events organized by Main Street (\$20,000)	
[5215] GRANT EXPENSES	\$ 13,000
• Competitive special event grant program for non-Town sponsored events	
• Amount available is 3% of the prior year's (FYE23) HTax revenues	
[5410] CAPITAL EXPENDITURES	\$ 75,000
• Christmas and holiday decorations	
[5413] DEBT SERVICE	\$ 150,200
▪ Series 2016 Bond for \$1,873,000 for New Centre Phase 2 (Final payment in FYE31)	
TOTAL HOSPITALITY TAX	\$ 445,200
Transfer to Capital Projects	\$ 5,500
▪ For new mural at Centennial Park	

**SPECIAL REVENUE FUND
FIRE DEPARTMENT SUPPLEMENTS**

REVENUES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
40-400				
4019	Donations	\$ 1,035	\$ 3,000	\$ 2,000
4028	Interest	\$ 8,883	\$ 1,000	\$ 3,000
4043	Grant Revenue	\$ -	\$ 350,000	\$ -
4080	Fundraisers	\$ 21,620	\$ 25,000	\$ 33,000
Budgeted Fund Balance			\$ 724,000	\$ 1,043,000
TOTAL		\$ 31,538	\$ 1,103,000	\$ 1,081,000

EXPENDITURES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
40-510				
5018	Maintenance & Supplies	\$ -	\$ -	\$ -
5037	Uniforms & Equipment	\$ 100	\$ -	\$ -
5410	Capital Expenditures	\$ -	\$ 1,103,000	\$ -
Contribution to Fund Balance		\$ 31,438	\$ -	\$ 41,000
TOTAL		\$ 31,538	\$ 1,103,000	\$ 41,000
		\$ -		
Transfer to Capital Projects				\$ 1,040,000

FIRE DEPARTMENT SUPPLEMENTS

Funds raised through pool fills and other fundraisers and the expenditure of these funds are budgeted as a “special revenue” although there are no State or local requirements to do so.

Revenues from fundraising have historically been set aside for capital expenditures such as new trucks and the new substation.

BUDGET GOALS

- Continue to fill pools as fundraiser for capital projects and equipment
- Fire substation construction

BUDGET DETAIL **40-510**

[5018] MAINTENANCE & SUPPLIES	\$ 0
[5037] UNIFORMS & EQUIPMENT	\$ 0
[5410] CAPITAL EXPENDITURES	\$ 0
▪ Fire substation design and construction	
CONTRIBUTION TO FUND BALANCE	\$ 41,000
▪ Reserved for future capital expenditure	
TOTAL FIRE DEPARTMENT SUPPLEMENTS	\$ 41,000

Transfer to Capital Projects	\$1,040,000
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- For the Fire substation design and construction

**SPECIAL REVENUE FUND
FIRE DEPARTMENT RECREATION (1%) FUND**

REVENUES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
40-444				
4028	Interest	\$ 2,570	\$ 2,200	\$ 1,200
4202	1% Revenue	\$ 23,354	\$ 24,500	\$ 30,000
Budgeted Fund Balance		-	\$ -	\$ 10,000
TOTAL		\$ 25,924	\$ 26,700	\$ 41,200

EXPENDITURES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
40-595				
5502	Firemen's Recreation	\$ 17,028	\$ 26,700	\$ 41,200
Contribution to Fund Balance				
TOTAL		\$ 17,028	\$ 26,700	\$ 41,200

FIRE DEPARTMENT RECREATION 1%

In 1907, the S.C. General Assembly passed legislation called the Firemen's Insurance and Inspection Fund for "the betterment and maintenance of skilled and efficient fire departments within the county." The money is a privilege granted by the General Assembly to fire departments who meet certain requirements. The fund is a one-percent tax collected on all fire insurance premiums written in the state, and thus is commonly referred to as "one-percent money."

Fire Departments must spend one-percent money in one of three categories: retirement and insurance, training and education, and recruitment and retention.

While the Fire Chief is responsible for the overall operation of the fire department, the one-percent money is shared equally by all members of the fire department. Each fire department member, regardless of rank, has an equal vote in how the money should be spent. Specifically, fifty-one percent (51%) of the entire fire department membership must vote and approve all one-percent expenditures.

BUDGET GOALS

- Provide for the retention of fire department personnel

BUDGET DETAIL **40-595**

[5502] FIREMEN'S RECREATION	\$ 41,200
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- Includes monthly meeting meals, uniforms and shirts, and holiday party
- Kitchen renovation

TOTAL FIRE DEPARTMENT RECREATION	\$ 41,200
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**SPECIAL REVENUE FUND
DRUG ENFORCEMENT UNIT (DEU)**

REVENUES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
70-400				
4028	Interest	\$ 117	\$ 500	\$ 200
4145	Equitable Sharing		\$ 2,000	\$ 1,000
4146	York Cty-DEU < 1000	\$ 3,657	\$ 3,200	\$ 3,600
4147	York Cty-DEU > 1000	\$ 7,796	\$ 4,800	\$ 7,700
Budgeted Fund Balance			\$ 1,000	\$ -
TOTAL		\$ 11,570	\$ 11,500	\$ 12,500

EXPENDITURES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
70-515				
5050	Drug Fund Expense	\$ 515	\$ -	\$ 1,000
5204	Capital Lease		\$ -	\$ -
Contribution to Fund Balance				
9999	Transfer to General Fund	\$ 6,000	\$ 11,500	\$ 11,500
TOTAL		\$ 6,515	\$ 11,500	\$ 12,500

DRUG ENFORCEMENT UNIT

The York County Multi-Jurisdictional Drug Enforcement Unit was formally created in 1998. This Unit is comprised of officers from the York County Sheriff's Office, the police departments of the municipalities of York, Rock Hill, Clover, Fort Mill and Tega Cay, and Winthrop University; and representatives from the Solicitor's Office. The unit has the following responsibilities:

- To disrupt the illicit drug traffic in the State of South Carolina, the York County area, and adjacent regions, to include adjoining states;
- To gather and compile intelligence data relating to trafficking in narcotics and dangerous drugs;
- To conduct undercover operations when appropriate and engage in other traditional methods of investigation in order to effectively prosecute drug law violations in the courts with appropriate jurisdiction;
- To cooperate with state and federal law enforcement agencies in the investigation, arrest, and prosecution of upper level drug dealers;
- To enforce the law related to money laundering and organized crime activities;
- To target and enforce vice related crimes; such as, gambling, solicitation/prostitution, alcohol related crimes like underage drinking, etc.;
- To enforce all state laws anywhere in York County, all county ordinances in any unincorporated portion of York County, and any municipal ordinance of any municipality in York County while the officer is located in that municipality;
- To conduct any other law enforcement investigation or activity as authorized by the commanders and the Unit Governing Board.

Assets seized are shared equitably among the participating agencies and in accordance with applicable law. Seizures are divided into two revenue categories: >\$1,000 and <\$1,000. Expenditures are restricted by mutual agreement.

BUDGET GOALS

- Continue to participate in the DEU or other similar program to reduce drug related crime.

BUDGET DETAIL **70-515**

[5050] DRUG FUND EXPENSE	\$ 1,000
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- Supplies, equipment, etc. that improve drug enforcement and prosecution efforts

TRANSFER TO GENERAL FUND	\$ 11,500
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- Reimburse General Fund for purchase of truck in FYE2022; annual payment of \$11,500 through FYE26 with final payment of \$11,205 in FYE27

TOTAL DRUG ENFORCEMENT UNIT	\$ 12,500
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GO BOND AND CAPITAL PROJECTS BUDGET

GENERAL OBLIGATION (GO) BOND

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
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REVENUES

80-400				
4000	Property Tax	\$ 90,726	\$ 65,000	\$ 67,000
4028	Interest	\$ 1,017	\$ 2,000	\$ 1,000
TOTAL		\$ 91,743	\$ 67,000	\$ 68,000

EXPENDITURES

80-535-5205	Bond Interest Expense	\$ 8,192	\$ 8,250	\$ 6,000
80-535-5413	Bond Payment	\$ 58,876	\$ 56,850	\$ 60,000
Contribution to Fund Balance		\$ 24,675	\$ 1,900	\$ 2,000
TOTAL		\$ 91,743	\$ 67,000	\$ 68,000

CAPITAL PROJECTS

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
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REVENUES

60-400				
4019	Donations	\$ -	\$ -	\$ -
4028	Interest	\$ 7,834	\$ 12,000	\$ 16,000
4030	Misc Revenue	\$ -	\$ -	\$ -
4049	Misc Grant Revenue	\$ -	\$ -	\$ -
4300	Bond Proceeds	\$ -	\$ -	\$ -
60-650-5200	General Fund Transfer In	\$ 180,000	\$ 100,000	\$ 813,000
60-650-5202	Hospitality Tax Transfer In	\$ -	\$ -	\$ 5,500
	ARPA Transfer In	\$ -		\$ 1,235,000
	Fire Dept Supplement Transfer In		\$ -	\$ 1,040,000
Budgeted Fund Balance			\$ 761,500	\$ 3,365,500
TOTAL		\$ 187,834	\$ 873,500	\$ 6,475,000

EXPENDITURES

60-535				
5419	Police Training Facility (Re	\$ -	\$ 312,200	\$ 268,000
5421	Downtown Parking	\$ -	\$ 112,000	\$ 1,000,000
5422	Armory Renovations	\$ -	\$ 86,800	\$ 350,000
5425	Recreation Projects	\$ -	\$ 1,106,000	\$ 1,111,500
5444	Fire Substation	\$ -	\$ -	\$ 1,675,000
5476	Street Repair - Major	\$ -	\$ 201,500	\$ -
5481	Streetscape	\$ -	\$ 1,500,000	\$ 1,520,500
Contribution to Fund Balance - Street Repair-Major			\$ -	\$ 300,000
Contribution to Fund Balance - Recreation Projects			\$ -	\$ 250,000
TOTAL		\$ -	\$ 3,318,500	\$ 6,475,000

CAPITAL PROJECTS BUDGET

Police Training Facility (Rescue Squad Project)

\$ 268,000

The Town purchased the Clover Rescue Squad Building in August 2017 for \$76,028. The building will be renovated to provide meeting and storage space for the Police Department. Construction is expected to be completed by March 2025.

Downtown Parking (Guinn Street Parking Lot)

\$ 1,000,000

The Town purchased the two parking areas in the Historic District, referred to as the Guinn Street parking lot behind the buildings along Main Street from Larne Building to Curves. Improvements will be consistent with the Historic District's character and will include resurfacing, re-striping, and landscaping. Includes \$300,000 from prior year from Water/Sewer and \$600,000 from ARPA funds in current year. Construction to be completed by March 2025.

Armory Renovations

\$ 350,000

The State donated the South Carolina National Guard Amory at 310 Memorial Drive to the Town in May 2013. The main building and garage are currently being used by Streets & Sanitation, Recreation, Police and Water/Sewer Departments for storage of vehicles and equipment. Remediation work for hazardous materials was completed in Spring 2018. The budget includes funds to replace the roof of the primary building.

Recreation Projects

\$ 1,111,500

Field lighting project at Roosevelt Park and overflow parking at New Centre Park and Roosevelt Park. Includes \$695,000 from FY24 State earmark and \$250,000 to be transferred from General Fund for future use.

Fire Substation

\$ 1,675,000

Design and construction of the Fire Department Substation on Sandy Rock Road. Includes \$635,000 in ARPA funds and \$1,040,000 from Fire Department which includes \$350,000 from the FY24 State earmark. Construction to be completed by January 2025.

Street Repair – Major

\$0

The Town has set aside major road repair funds in preparation for major work on Town-owned roads. Stonegate Boulevard and roads in Cloverbrook and Irish Downs are top priorities, but no project has been approved. Includes \$300,000 to be transferred from the General Fund for future use which will bring the total reserve to \$500,000. The minimum amount needed for savings through economy of scale is \$1 million.

Streetscape - Main Street Revitalization

\$. 20,500

The project will include sidewalk and landscaping improvements and revitalization of Centennial Park including enhancement of the existing train mural. Includes \$5,500 to be transferred from Hospitality Tax for use for another mural or similar addition in the project area. Other funding includes a \$1.5 million FY24 State earmark. Construction to be completed by June 2025.

*Following adoption of the budget, two State earmarks were approved. One was for \$4 million to be used for an indoor recreation center. The other was for \$1.5 million to be used for nuisance abatement. In a future budget amendment, Council will determine how the funds will be used.

BUDGET DETAIL
80-535

[5205] & [5413] DEBT SERVICE **\$ 66,000**

- General Obligation Bond to be repaid with 2.3 mill capital millage (reduced from 2.8 for tax year 2023); payoff June 30, 2027

Contribution to Fund Balance **\$2,000**

TOTAL GO BOND **\$ 68,000**

60-535

[5419] POLICE TRAINING (RESCUE SQUAD PROJECT) **\$ 268,000**

- Complete renovations for use by the Police Department for training and storage

[5421] DOWNTOWN PARKING **\$ 1,000,000**

- Upgrade parking lot in Historic District (Guinn Street Parking Lot)

[5422] ARMORY RENOVATIONS **\$ 350,000**

- Roof replacement

[5425] RECREATION PROJECTS **\$ 1,111,500**

- Field lighting at Roosevelt Park
- Overflow parking at New Centre and Roosevelt Park

[5444] FIRE SUBSTATION **\$ 1,675,000**

[5476] STREET REPAIR - MAJOR **\$ 0**

- Work to be determined

[5444] STREETScape – MAIN STREET REVITALIZATION **\$ 1,520,500**

CONTRIBUTION TO FUND BALANCE **\$ 550,000**

- For future Recreation Projects (\$250,000) and Major Street (\$300,000)

TOTAL CAPITAL PROJECTS **\$ 6,475,000**

**SPECIAL REVENUE FUND
AMERICAN RESCUE PLAN (ARPA)**

REVENUES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
35-400				
4028	Interest	\$ 533	\$ 40,000	\$ 3,100
4039	ARPA	\$ 1,622,722	\$ 1,622,722	\$ -
Budgeted Fund Balance		\$ -	\$ 1,423,918	\$ 3,190,000
TOTAL		\$ 1,623,255	\$ 3,086,640	\$ 3,193,100

EXPENDITURES

ACCOUNT NUMBER	BUDGET ITEM	2022-2023 ACTUAL	2023-2024 BUDGET	2024-2025 BUDGET
35-535				
5004	Salary & Benefit R/I	\$ -	\$ -	\$ -
5058	Bank Charges	\$ -	\$ 100	\$ 100
5410	Capital Expenditures	\$ -	\$ 3,047,040	\$ -
Contribution to Fund Balance			\$ -	\$ -
9999	Transfer to General Fund*	\$ 198,890	\$ -	\$ 1,958,000
9999	Transfer to Capital Projects**			\$ 1,235,000
9999	Transfer to W/S Fund	\$ -	\$ -	
TOTAL		\$ 198,890	\$ 3,047,140	\$ 3,193,100

ARPA Allocations		
\$ 84,000	HVAC at TH, FD, & PD; PD Generator	
\$ 200,000	Employee Bonus	
\$ 1,674,000	Salary R/I July 1 to Dec 31	
\$ 1,958,000	To General Fund	
\$ 1,235,000	To Cap Proj-FD Substation & Guinn St Parking Lot	
\$ 3,193,000		

AMERICAN RESCUE PLAN ACT

The Town received a total of \$3,245,447.78 in American Rescue Plan State and Local Fiscal Recovery Funds.

On May 9, 2022, Council approved Resolution 22-06 which elected the standard allowance for lost revenues. This means that the Town's ARPA funding is not restricted in how it can be spent. However, the Town intends to spend the funding in accordance with goals and objectives the funds were intended to achieve.

ARPA funds must be obligated by December 31, 2024, and spent by December 31, 2026. Council obligated the remaining funds in the FY24-25 Budget and intends to spend the funding by June 30, 2025.

Council obtained input in 2023 on how to spend the funds including a citizen survey which selected the following as the top priorities: North Main Street Revitalization, Parks & Recreation Gymnasium, and Water Emergency Response. Due to the time constraints and State earmarks that were obtained for the Revitalization and Recreation projects, Council decided to obligate the remaining funds in the FY24-25 budget on several capital projects and operating expenses.

BUDGET GOALS

- Spend the ARPA funds and accumulated interest and submit the Final Report by June 30, 2025.

BUDGET DETAIL **35-535**

[5058] BANK CHARGES	\$ 100
[9999] TRANSFER TO GENERAL FUND	\$ 1,958,000
<ul style="list-style-type: none">• To purchase Capital Expenditures such as HVAC units and Generators• Employee salaries for 6 months and employee bonus	
[9999] TRANSFER TO CAPITAL PROJECTS	\$ 1,235,000
<ul style="list-style-type: none">• Fire Department Substation and Guinn Street Parking Lot	
TOTAL ARPA	\$ 3,193,100