

**TOWN OF CLOVER  
CAPITAL IMPROVEMENTS PLAN  
2012-2016**



Recommended for Approval by the  
Town of Clover Planning Commission

May 19, 2011

Adopted by the  
Town of Clover Council

July 11, 2011

## **TOWN OF CLOVER**

### **TOWN COUNCIL & CIP PROJECT STAFF**

#### Town of Clover Council

Donnie Grice, Mayor  
Granita Boyd  
Jay Dover  
Christine Gourley  
Ann Harvey  
Debbie Littlejohn  
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Allison Harvey, Town Administrator

#### Technical Assistance Provided by:

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## **TOWN OF CLOVER PLANNING COMMISSION**

Tim Boggs, Chair  
Laura Brewer, Vice Chair  
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Alvin Cantrell  
Mike Carroll  
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Dianne Watson  
Cris Marine, Secretary

## **TOWN OF CLOVER STAFF**

Allison Harvey, Town Administrator  
Shannon Nix, Clerk to Council  
Hilda Hopper, Town Treasurer  
Randy Grice, Police Chief  
Charlie Love, Fire Chief  
Greg Holmes, Recreation Director  
Mark Geouge, Public Works Director

# TABLE OF CONTENTS

<b>Introduction .....</b>	<b>1</b>
Organization of CIP .....	1
Legal Basis for Capital Improvements Programming.....	1
Basis for Budgeting .....	2
Benefits of Capital Improvements Programming .....	2
Definition of a Capital Improvements Project.....	3
Capital Improvement Program Submission Process .....	3
Cost Estimate Detail Form Explanation .....	3
Project Detail Sheet.....	4
Funding Methods.....	4
<b>Financial Analysis .....</b>	<b>5</b>
Historical Trends.....	5
Projected Expenditures .....	6
New Capital Funding Potential .....	7
Funding Plan .....	9
<b>Departmental Requests Summary .....</b>	<b>10</b>
<b>General Government Administration.....</b>	<b>13</b>
Classification & Compensation Plan.....	14
New Town Hall .....	15
Geographic Information System (GIS).....	16
Financial Accounting Software .....	17
Cemetery Expansion .....	18
Larne Building Maintenance .....	19
<b>Fire Department.....</b>	<b>20</b>
Fire Substation (New) .....	21
Fire Engine (New).....	22
Ladder Truck (New).....	23

Exhaust System Retrofit .....24

**Police Department.....25**

800MHz Radios (new & replacement) .....26

Mobile Data Computers (new) .....27

Patrol Car-“ready to roll” .....28

Incident Management/Central Aided Dispatch Software .....29

**Streets and Sanitation .....30**

Sanitation Trucks.....31

Dump Trucks .....32

Street Repaving Program .....33

New Maintenance Shop & Yard.....34

Sidewalk Repairs.....35

Ditch & Drainageway Repairs.....36

Recycling Truck.....37

**Water & Sewer Department .....38**

Water System Audit.....39

Sewer Lift Station Upgrades.....40

Sewer System Maintenance & Upgrades .....41

Town-wide Water Line Rehabilitation .....42

Ridge Road Water Line .....43

Industrial Park Water & Sewer.....44

Geographic Information System (GIS).....45

Elevated Water Tank .....46

SCADA System .....47

Highway 321 Sewer Line Improvements .....48

Vacuum Truck .....49

Radio Read Meters.....50

<b>Culture &amp; Recreation</b> .....	<b>51</b>
Vehicles .....	52
Equipment .....	53
New Park at Memorial Drive .....	54
Clover Community Center .....	55
Neighborhood Parks .....	56
Community Trails.....	57

## **INTRODUCTION**

The Town of Clover, located in western York County, South Carolina, is well-positioned to take advantage of significant growth rates that have affected the Charlotte Metropolitan area in recent years. With growth, however, comes the demand for municipal services. To address concerns stemming from growth pressures, Town leaders adopted an updated comprehensive plan in 2005 that calls for adequate public facilities to ensure that the Town's unique character is preserved. The Clover Planning Commission is currently revising the plan. In 2006, Town Council empowered the Planning Commission to develop the Capital Improvements Program (CIP) to systematically plan for the effective and efficient provision of public facilities, infrastructure improvements, major maintenance requirements, and acquisition of property and equipment. A five-year CIP allows the Town Council and the citizens an opportunity to view both the short-term capital construction and the acquisition needs of the Town of Clover. Viewing the short-term needs enables the town to better plan its financing strategy for capital improvements and annual operating requirements.

This CIP for FY2011/12 to FY2015/16 is the third update since the initial effort.

### **Organization of the CIP**

The Town of Clover's CIP is composed of three major sections. The introduction on Capital Improvements Programming provides an overview of why and how the Town's CIP is developed together with the benefits of Capital Improvements Programming. The Financial Analysis section charts outlining five-year financial trend indicators, historical revenue and expenditure data, and projected revenue, expenditure and debt service for the CIP period. Finally, Project Details are included by departmental areas for those projects recommended for funding in the CIP period. General Fund departmental areas and other self-supporting funds will be included.

### **Legal Basis for Capital Improvements Programming**

Pursuant to the South Carolina Local Government Comprehensive Planning Enabling Act of 1994 §6-29-340 (B)(2)(e), the Town of Clover Planning Commission has the "power and duty" to prepare and recommend for adoption a capital improvements program. In addition, the South Carolina Development Impact Fee Act §6-1-960, further defines the required components of the CIP if impact fees are collected. This CIP and the companion 2007 Impact Fee Study together meet the State's requirements and include the following:

- (1) a general description of all existing public facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing the existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage;
- (2) an analysis of the total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by a qualified professional using generally accepted principles and professional standards;
- (3) a description of the land use assumptions;

- (4) a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate;
- (5) a description of all system improvements and their costs necessitated by and attributable to new development in the service area, based on the approved land use assumptions, to provide a level of service not to exceed the level of service currently existing in the community or service area, unless a different or higher level of service is required by law, court order, or safety consideration;
- (6) the total number of service units necessitated by and attributable to new development within the service area based on the land use assumptions and calculated in accordance with generally accepted engineering or planning criteria;
- (7) the projected demand for system improvements required by new service units projected over a reasonable period of time not to exceed twenty years;
- (8) identification of all sources and levels of funding available to the governmental entity for the financing of the system improvements; and
- (9) a schedule setting forth estimated dates for commencing and completing construction of all improvements identified in the capital improvements plan.

### **Basis for Budgeting**

The first year of the CIP represents the Recommended Capital Improvements Budget for that year. Following adoption by the Town Council, the first year of the CIP should be viewed as the capital budget. Any changes to the capital budget during Council consideration of the fiscal year budget also alters the first year of the CIP. Alterations to the CIP during deliberations on the annual budget should be dependent primarily upon changed circumstances from when the CIP was originally adopted. The CIP is a proposed expenditure plan; the budget adopted by the Town Council provides the legal authorization to actually expend Town funds. The CIP is based on a fiscal year calendar that begins July 1 and ends June 30.

### **Benefits of Capital Improvements Programming**

The principal benefit of Capital Improvements Programming is that it requires the Town to address the problem of balancing capital improvements with available financing. This process contributes to a responsible fiscal policy. Other benefits of Capital Improvement Programming include:

- Fostering a sound and stable financial program over a five-year period given a set of revenue and expenditure assumptions based on current economic trends;
- Coordinating various Town improvements so that informed decisions can be made and joint programs initiated among Town departments in an effort to avoid duplication;
- Enabling private businesses and citizens to have some assurances as to when certain public improvements will be undertaken so they can plan more efficiently and effectively;
- Assisting in the implementation of the Comprehensive Plan over an extended period of time;



- Focusing on the goals and needs of the community through the provision of new facilities and infrastructure improvements;
- Evaluating annually the infrastructure needs of the Town to provide for the public health and safety of citizens of the Town; and
- Providing a logical process for assigning priorities to the various projects based on their overall importance of the Town.

These and other advantages make the CIP a practical necessity for the Town.

### **Definition of a Capital Improvements Project**

Capital improvements are major construction or acquisition efforts, which are non-recurring in nature. At this time, the following thresholds for capital improvements projects are recommended for adoption as policy guidelines for the Town of Clover:

- Building and building improvements, \$50,000;
- Land improvements, \$25,000;
- Furniture and equipment, \$5,000; or
- Vehicles, \$10,000.

Under the SC Development Impact Fee Act, capital equipment and vehicles must exceed an individual unit purchase price of \$100,000 and must be used in the delivery of public safety services, emergency preparedness services, collection and disposal of solid waste, or storm water management and control, to be eligible for impact fee funding.

### **Capital Improvement Program Submission Process**

In March of each year, the Finance Director and Town Administrator will distribute instructions to Department Head requesting projects for the next five-year CIP period. Each Department Head is responsible for reviewing the most recent CIP to determine the funding necessary for projects that are currently programmed in the CIP and the Implementation Strategies identified in the Comprehensive Plan. Based on this review and a review of new requirements for capital improvements for the next five-year period, the Department Head completes a Cost Estimate Detail Form and a Project Detail Sheet.

### **Cost Estimate Detail Form**

Department Heads are also asked to complete a Cost Estimate Detail Form to determine the estimated cost of a project. This form outlines the costs of planning and design, land acquisition, construction and the purchase of equipment. All costs are inflated to reflect the estimated cost in the year which the project and/or purchase is anticipated to be funded. Planning and design consists of all costs for the planning and design of a project including both preliminary and final design and engineering.

Land acquisition costs include appraisals, legal fees, survey, recordation and property costs. Equipment costs may include the purchase of a new or replacement vehicle or furniture and fixtures to furnish a new or renovated building. The cost of equipment should exceed \$5,000 to be considered as a Capital Improvement Project. Department Heads are also asked to identify the source of their estimate and possible funding options or alternatives.

## **Project Detail Sheet**

Finally, Department Heads are asked to complete a Project Detail Sheet to summarize the project that is requested for consideration. If the Town Administrator ultimately recommends a project to the Planning Commission and Town Council for consideration, this form is used for presenting information on the project to the Town Council, the Planning Commission and the public. Included on the Project Detail Sheet is the planned source of funding for the project together with the fiscal year in which the project is expected to be funded. Also included on the Project Detail Sheet are pertinent data such as the department administering the project, the project title, project location, project status, the project's relationship to the Town Council's Strategic Goals as well as a detailed description.

## **Funding Methods**

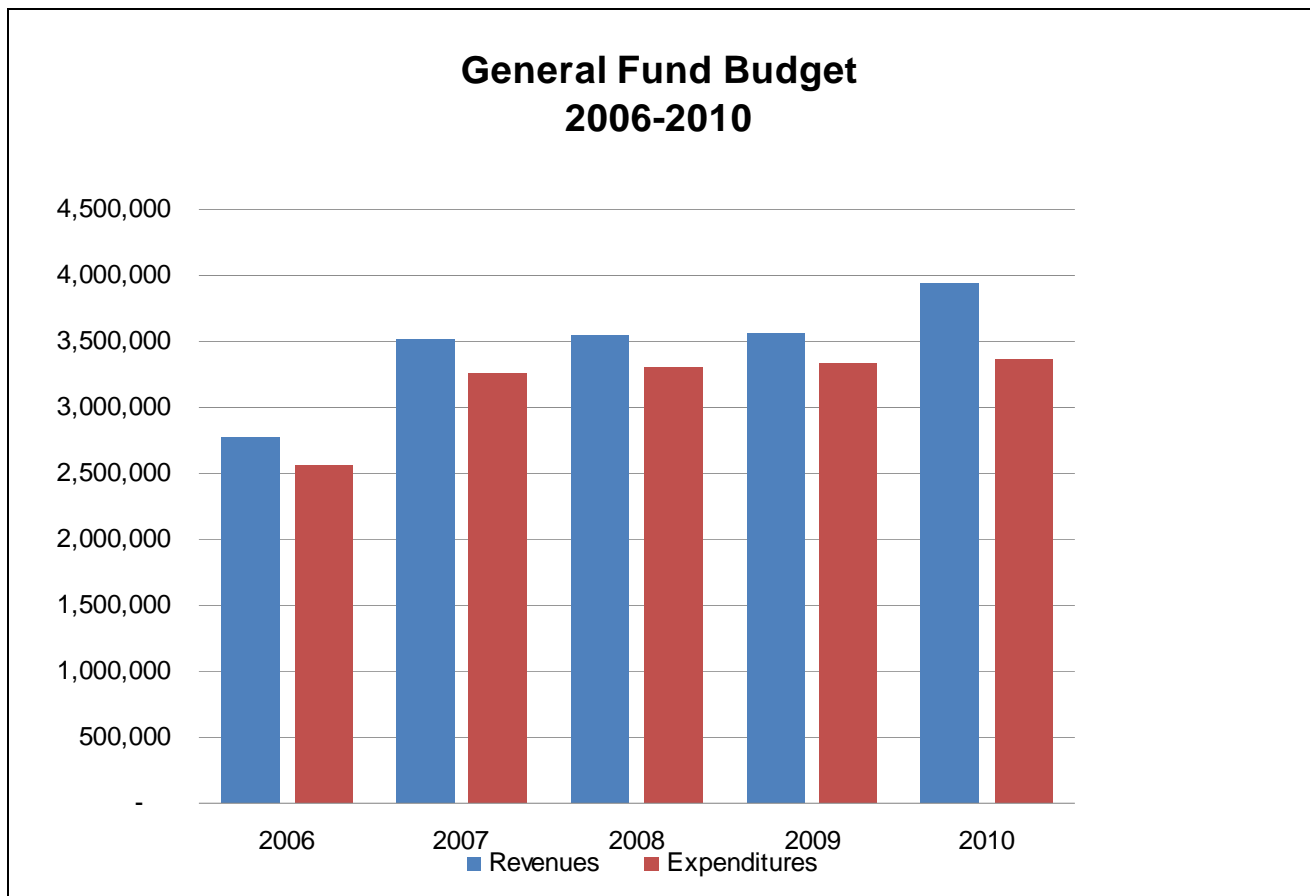
The CIP is dedicated to a process designed to identify both the capital improvement needs and priorities of the Town over a five-year period in concert with projected funding levels and the Implementation Strategies included in the Comprehensive Plan. Actual programming of projects is dependent upon the fiscal resources available. Funding constraints may preempt the actual inclusion of projects in the current CIP but may be listed as priorities for funding should resources become available. The Project Detail Sheets reflect those projects recommended to be funded in the 2012-2016 Capital Improvements Program.

## FINANCIAL ANALYSIS

This section of the CIP reviews historical revenue and expenditure data for the Town of Clover for the five-year period FYE 2006-2010, current year figures for FY 2010/11 and projected revenue, expenditure and debt service for the CIP period FY2012/16. These financial trend indicators will be displayed in tables and charts.

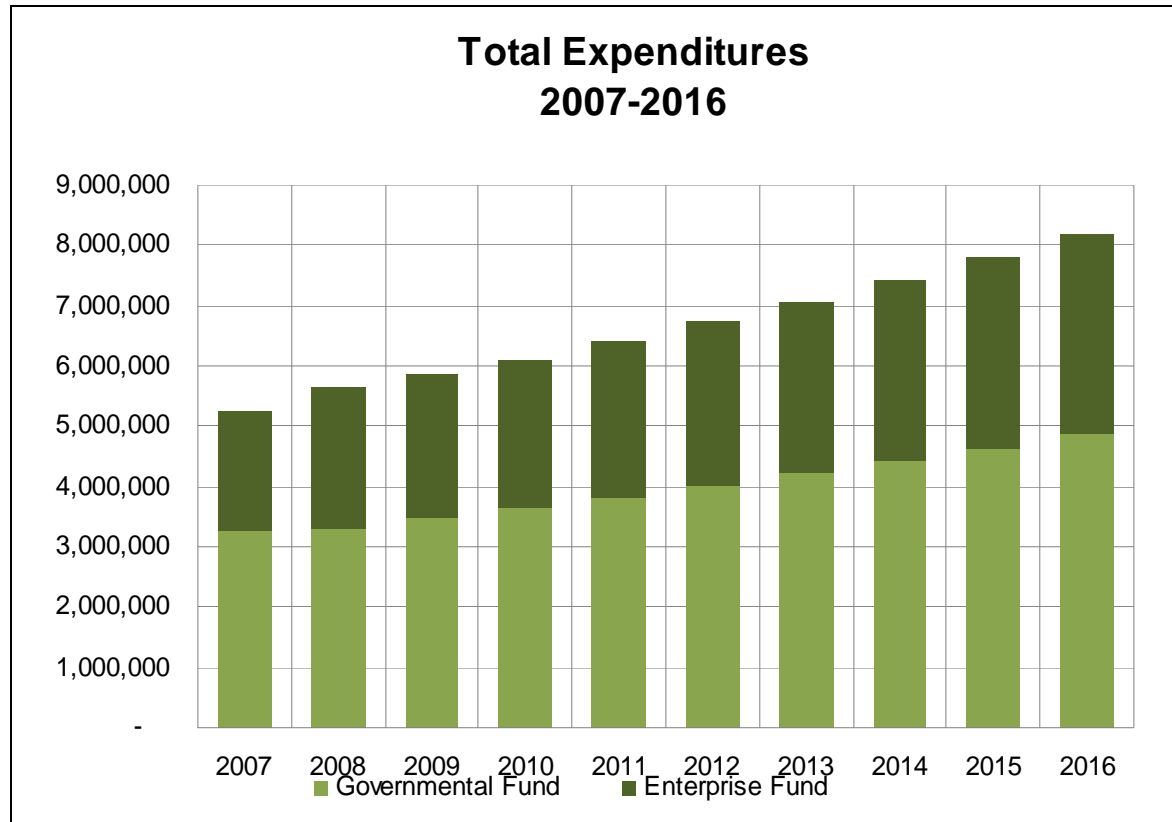
### Historical Trends

The Town of Clover's General Fund revenues have kept pace with expenditures during the period 2006-2010 with a positive trend. In fact, from 2006 to 2010, the average fund balance, or revenue carried over, was 17.3%. However, a significant amount of the revenue carried over was earmarked for specific projects to be undertaken at a later time, e.g. Irish Downs sidewalk/street tree project.



### Projected Expenditures

The chart below includes historical and projected data for the period 2007-2016 for Governmental Fund and Enterprise Fund expenditures for the duration of the CIP with a 5% annual growth rate. The graph helps to show that expenditures will likely increase, based on recent trends.



## New Capital Funding Potential

By combining the General Obligation (GO) bond debt service Series 1998 and Series 2007 with the Utility Revenue bond debt service Series 1999 and Series 2007, and capital lease payments, a clearer picture of the Town's capital spending pattern from 2005 to 2011 can be achieved. The chart below takes all of these funds into account to calculate capital improvement expenditures for 2011 and projected expenditures from 2012 to 2016; see the Total Capital Projects Expenditures column.

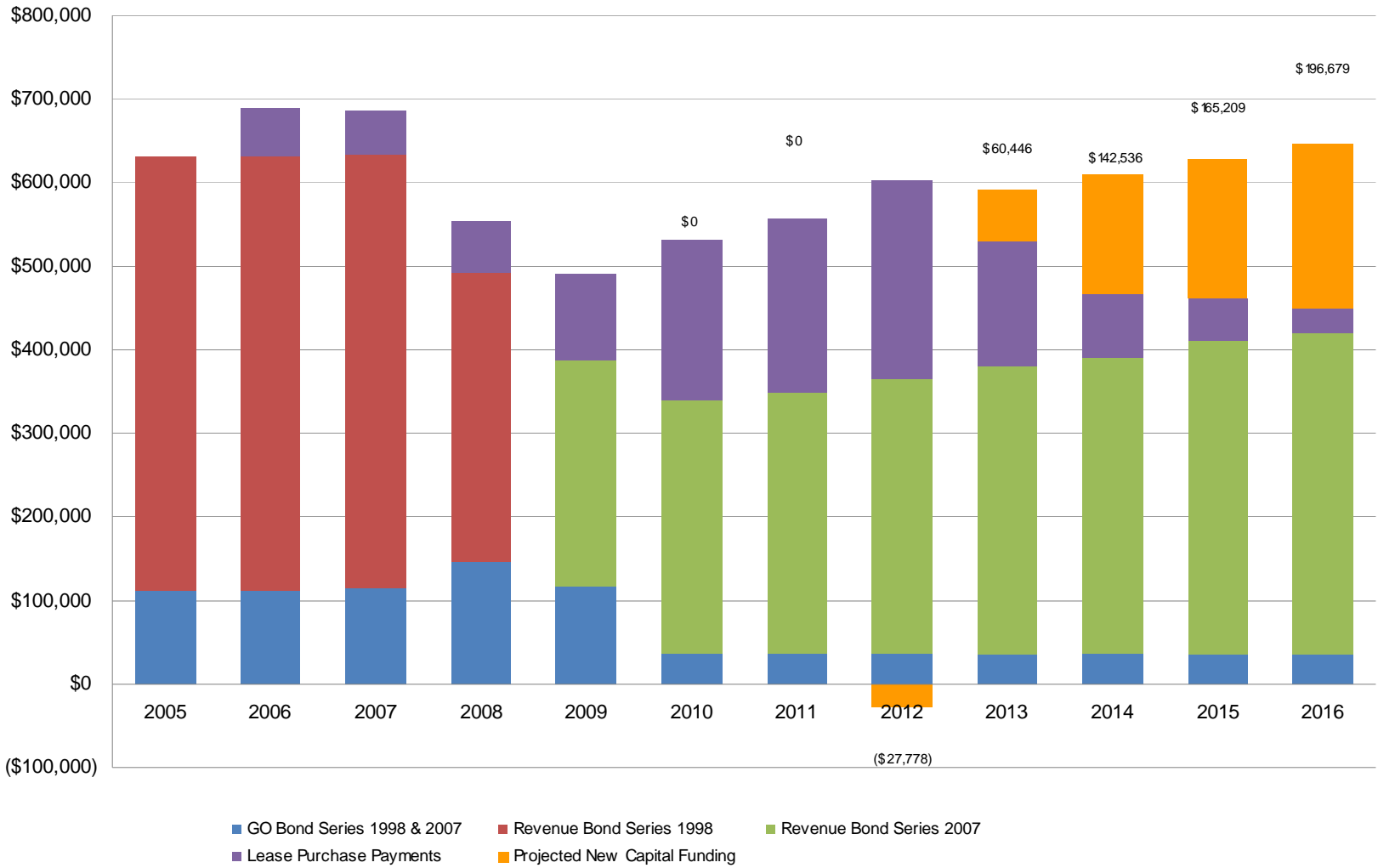
The 2011 baseline figure (\$557,400) in the *Projected Available Capital Funding* column is calculated based on the anticipated budget for FY11-12. Future years were projected using a conservative 3% growth rate.

The *Projected New Capital Funding* column reconciles the dollars expended or committed and those that are available for capital improvements. This method provides a straight-forward tool for identifying cash flow for the CIP. As the current debt service is retired, more dollars are made available for new bond issues, lease-purchases or one-time expenditures. Therefore, new funding for capital projects will experience a small deficit in 2012 (of \$27,778) but will rise to \$196,679 in FY2015/16 if current conditions continue. The chart on the following page is a graphic representation of these data.

### Capital Expenditures & Projected Funding 2005-2016

	<b>GO Bond Series 1998 &amp; 2007</b>	<b>Revenue Bond Series 1998</b>	<b>Revenue Bond Series 2007</b>	<b>Lease Purchase Payments</b>	<b>Total Capital Projects Expenditures</b>	<b>Projected Available Capital Funding</b>	<b>Projected New Capital Funding</b>
2005	\$111,910	\$519,545	\$0	\$0	\$631,455	\$0	\$0
2006	\$112,654	\$519,138	\$0	\$57,081	\$688,873	\$0	\$0
2007	\$115,446	\$518,164	\$0	\$52,146	\$685,756	\$0	\$0
2008	\$146,500	\$345,000	\$0	\$61,857	\$553,357	\$0	\$0
2009	\$117,000	\$0	\$270,000	\$102,721	\$489,721	\$0	\$0
2010	\$35,000	\$0	\$305,000	\$192,500	\$532,500	\$0	\$0
2011	\$35,000	\$0	\$315,000	\$207,400	\$557,400	\$557,400	\$0
2012	\$35,000	\$0	\$330,000	\$236,900	\$601,900	\$574,122	(\$27,778)
2013	\$35,000	\$0	\$345,000	\$150,900	\$530,900	\$591,346	\$60,446
2014	\$35,000	\$0	\$355,000	\$76,550	\$466,550	\$609,086	\$142,536
2015	\$35,000	\$0	\$375,000	\$52,150	\$462,150	\$627,359	\$165,209
2016	\$35,000	\$0	\$385,000	\$29,500	\$449,500	\$646,179	\$196,679

## Capital Expenditures & Projected Funding 2005-2016



## **Funding Plan**

Based on analysis of the last available audited financials (FY2009/10), approximately \$2.6 million was available July 2011. This figure includes restricted and unrestricted fund balances for governmental funds, capital projects funds, special revenues and enterprise fund combined. This amount includes the proceeds from the 2007 Revenue Bond that have not been spent.

Typically, a new bond issue or lease-purchase agreement will provide immediate cash up-front for project financing with fiscally manageable installments over time. Another source that may bear exploring is impact fees. Impact fees may also help provide some level of financial certainty in light of recent actions in the SC Legislature that may affect property tax revenues. Also, low interest loans and CDBG grant funding must be explored as a possible source of funding for water and sewer projects. Grant funding for the development of the New Centre Park at Memorial Drive could be a significant source of revenue to help with the construction of this project. For the remaining four years, the "Projected New Capital Funding" line item should first be used to cover bond payments to the Series 2007 debt and then to reduce the Governmental Fund's capital expenses. In future years, corresponding revenues via new Enterprise Fund bonds and impact fees could cover major expenses. If these revenue streams are not instituted then the CIP will need to be adjusted accordingly.

Another indirect source of funding is from the Town's operating budget. Under current practices, departments often acquire new capital equipment through their operating budgets, therefore, many of the items listed in the CIP may already have funding that needs to be reallocated to the capital budget. Reallocating these dollars during the annual budget process from operating to capital will serve to offset the CIP and provide a more accurate "bottom line" figure for decision-makers.

As discussed earlier, the CIP is a five-year projection of capital projects that are meant to assist Town Council and the management team in terms of merging public administration, finance and comprehensive planning considerations. Only projects included in the first year of the CIP will be funded as part of the annual budgetary process, as approved by Town Council; therefore, no express or implied intention is made to fund projects in future years that do not have an associated revenue source. If, after the first year, adjustments are needed to respond to presently unknown variables, the CIP funding and projects listing will be flexible enough to be amended as needed.

## Departmental Requests Summary

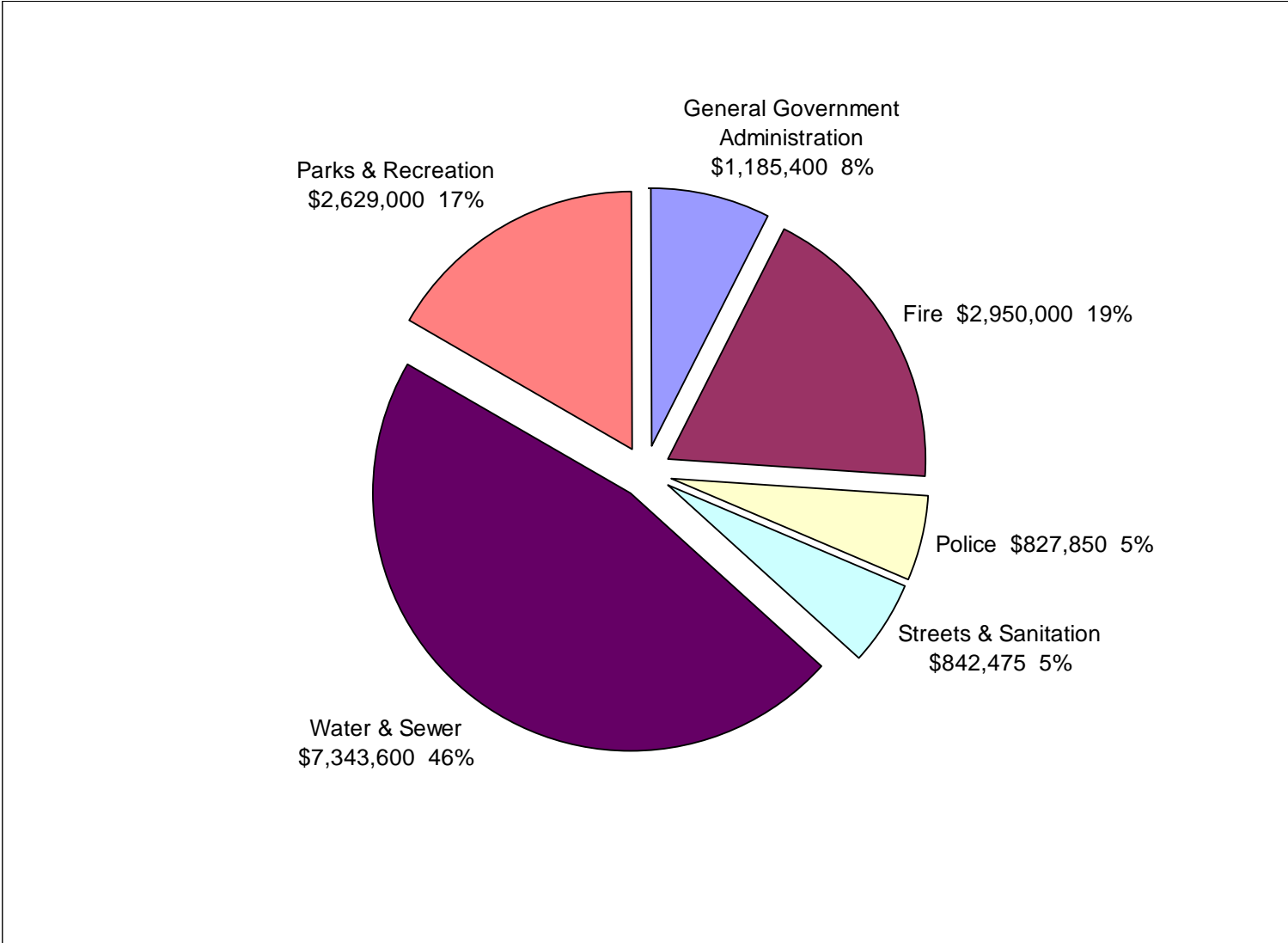
	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>General Government Administration</b>	<b>\$ 1,185,400</b>	<b>\$ -</b>	<b>\$ 577,500</b>	<b>\$ 582,900</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 1,185,400</b>
Classification & Compensation Plan	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
New Town Hall	\$ 1,000,000	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000
Geographic Information System (GIS)	\$ 57,900	\$ -	\$ -	\$ 57,900	\$ -	\$ -	\$ 57,900
Financial Accounting Software	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Cemetery Expansion	\$ 50,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 50,000
Lame Building Maintenance	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
<b>Fire</b>	<b>\$ 2,950,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 1,400,000</b>	<b>\$ 500,000</b>	<b>\$ 1,050,000</b>	<b>\$ 2,970,000</b>
Fire Substation (New)	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000
Fire Engine (New)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
Ladder Truck (New)	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000
Exhaust System Retrofit	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
<b>Police</b>	<b>\$ 827,850</b>	<b>\$ 53,000</b>	<b>\$ 255,900</b>	<b>\$ 134,950</b>	<b>\$ 235,200</b>	<b>\$ 148,800</b>	<b>\$ 827,850</b>
800 MHz Radios (New)	\$ 52,950	\$ 15,000	\$ 8,800	\$ 9,250	\$ 9,700	\$ 10,200	\$ 52,950
Mobile Data Computers	\$ 13,000	\$ -	\$ 7,500	\$ -	\$ 5,500	\$ -	\$ 13,000
Patrol Car - "Ready to Roll"	\$ 681,900	\$ 38,000	\$ 159,600	\$ 125,700	\$ 220,000	\$ 138,600	\$ 681,900
Incident Management/Central Aided Dispatch Software	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
<b>Streets &amp; Sanitation</b>	<b>\$ 842,475</b>	<b>\$ 25,000</b>	<b>\$ 111,100</b>	<b>\$ 338,600</b>	<b>\$ 55,000</b>	<b>\$ 312,775</b>	<b>\$ 842,475</b>
Sanitation Trucks	\$ 257,775	\$ -	\$ -	\$ -	\$ -	\$ 257,775	\$ 257,775
Dump Truck	\$ 66,100	\$ -	\$ 66,100	\$ -	\$ -	\$ -	\$ 66,100
Street Repaving Program	\$ 95,000	\$ 10,000	\$ 15,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 95,000
New Maintenance Yard & Shop	\$ 165,400	\$ -	\$ -	\$ 165,400	\$ -	\$ -	\$ 165,400
Sidewalk Repairs	\$ 40,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000
Ditch & Drainageway Repairs	\$ 130,000	\$ 15,000	\$ 20,000	\$ 55,000	\$ 20,000	\$ 20,000	\$ 130,000
Recycling Truck (New)	\$ 88,200	\$ -	\$ -	\$ 88,200	\$ -	\$ -	\$ 88,200



### Departmental Requests Summary (continued)

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Water &amp; Sewer</b>	<b>\$ 7,343,600</b>	<b>\$ 600,000</b>	<b>\$ 176,250</b>	<b>\$ 651,100</b>	<b>\$ 2,166,250</b>	<b>\$ 3,750,000</b>	<b>\$ 7,343,600</b>
Water System Audit	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Sewer Lift Station Upgrades	\$ 1,150,000	\$ -	\$ -	\$ 300,000	\$ 250,000	\$ 600,000	\$ 1,150,000
Sewer System Maintenance & Upgrades	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Town-wide Water Line Rehabilitation	\$ 750,000	\$ 550,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 750,000
Ridge Road Water Line	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
Industrial Park Water & Sewer	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Geographic Information System (GIS)	\$ 27,500	\$ -	\$ -	\$ 27,500	\$ -	\$ -	\$ 27,500
Elevated Water Tank	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
SCADA System	\$ 266,250	\$ -	\$ -	\$ -	\$ 266,250	\$ -	\$ 266,250
Highway 321 Sewer Line Improvements	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Vacuum Truck (New)	\$ 173,600	\$ -	\$ -	\$ 173,600	\$ -	\$ -	\$ 173,600
Radio Read Meters	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
<b>Parks &amp; Recreation</b>	<b>\$ 2,629,000</b>	<b>\$ 1,320,000</b>	<b>\$ 254,000</b>	<b>\$ 155,000</b>	<b>\$ 750,000</b>	<b>\$ 150,000</b>	<b>\$ 2,629,000</b>
Ford F-150 (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Ford Explorer (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Capital Equipment	\$ 19,000	\$ -	\$ 14,000	\$ 5,000	\$ -	\$ -	\$ 19,000
New Park at Memorial Drive	\$ 2,234,000	\$ 1,284,000	\$ 200,000	\$ -	\$ 750,000	\$ -	\$ 2,234,000
Clover Community Center	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Neighborhood Parks	\$ 200,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 200,000
Community Trails	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 100,000
<b>Grand Total Expenditures</b>	<b>\$ 15,778,325</b>	<b>\$ 1,998,000</b>	<b>\$ 1,394,750</b>	<b>\$ 3,262,550</b>	<b>\$ 3,706,450</b>	<b>\$ 5,436,575</b>	<b>\$ 15,798,325</b>

### CIP Departmental Summary



**GENERAL GOVERNMENT**

Administrator ..... Allison Harvey  
 Treasurer..... Hilda Hopper  
 Municipal Clerk..... Shannon Nix  
 Codes Clerk ..... Cris Marine  
 Building Official ..... Joe Funderburk  
 Nuisance Officer..... Charlie Dixon

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
Classification & Compensation Plan	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
New Town Hall	\$ 1,000,000	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000
Geographic Information System (GIS)	\$ 57,900	\$ -	\$ -	\$ 57,900	\$ -	\$ -	\$ 57,900
Financial Accounting Software	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Cemetery Expansion	\$ 50,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 50,000
Lame Building Maintenance	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
<b>General Government Administration</b>	<b>\$ 1,185,400</b>	<b>\$ -</b>	<b>\$ 577,500</b>	<b>\$ 582,900</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 1,185,400</b>

**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**  
Allison Harvey, Town Administrator

Project Title: Classification and Compensation Plan

Project Location: N/A

Project Status: Planning

Description and Justification:

A Classification & Compensation Plan has not been done for Town of Clover employees in several years. Position titles, salary ranges, job descriptions, etc. for the Town of Clover needs to be updated. Through a Classification & Compensation Plan, the following will be performed for the Town of Clover: Job Analysis; Job Descriptions; Job Evaluations; a Wage and Salary Survey; Competitive and Equitable Pay Ranges will be determined; Pay Grade and Job Classes will be established; and the Town of Clover will receive a Comprehensive Implementation Report including findings, conclusions, adjustment schedules, pay structure design, maintenance and detailed implementation recommendations.

This is important in order to decrease turnover, hire quality employees and to retain those employees who are an integral part of the Town of Clover. This is also important to open areas of communication, to reduce conflict and to improve job satisfaction.

Project Costs and Planned Financing of Project:

Approximately \$25,000, 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Classification &amp; Compensation Plan</b>							
Capital Expenditures	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Capital Revenues							
Governmental Fund	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250

Comprehensive Plan Implementation: N/A

Projected Operating Budget Impact: None. This is one-time capital expense.

**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**

Allison Harvey, Town Administrator

Project Title: New Town Hall

Project Location: Downtown

Project Status: Planning

Description and Justification:

The present working conditions at Clover Town Hall are no longer conducive to efficient or safe operations. The facility is not large enough to accommodate existing staff and is severely limited in terms of public meetings, which most often have to be moved off-site, and storage. The building has outdated electrical and data wiring, does not meet ADA requirements and has no room for expansion of personnel. Solutions to this problem include, but are not limited to, expanding the current facility; building a new facility on the current site or on a new site; and purchasing and renovating the adjacent building.

Based on current information and conditions, the most cost effective option is the purchase and renovation of the bank building located beside the current Town Hall. This building has been vacant for some time and significant renovation may be needed.

Project Costs and Planned Financing of Project:

Purchase cost estimated to be \$500,000 with another \$500,000 estimated for renovation. Inflation not calculated. Funding options include General Obligation Bond proceeds or Lease-Purchase, with the latter being the best alternative.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>New Town Hall</b>							
Capital Expenditures	\$ 1,000,000	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000
Capital Revenues							
Lease Purchase	\$ 1,000,000	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD.

**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**  
Allison Harvey, Town Administrator

Project Title: Geographic Information System (GIS)  
Project Location: Town-wide  
Project Status: Planning

Description and Justification:

The Administration department is responsible for issuing permits to ensure building and zoning code compliance. In addition, the department handles code violations and complaints. It is imperative as Clover grows, that the records management strategy includes the transition to a comprehensive Geographic Information System (GIS) that will allow for real-time data access, integration and mapping. This new system would complement all other town departments and be fully integrated with the York County GIS system.

In 2011, the town purchased a GPS system that is capable of capturing geo-referenced data. Staff will evaluate this system which may prove to be just as effective as the GIS system proposed.

Project Costs and Planned Financing of Project:

A general estimate of \$50,000 for hardware and software with a 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Geographic Information System (GIS)</b>							
Capital Expenditures	\$ 57,900	\$ -	\$ -	\$ 57,900	\$ -	\$ -	\$ 57,900
Capital Revenues							
Governmental Fund	\$ 57,900	\$ -	\$ -	\$ 57,900	\$ -	\$ -	\$ 57,900

Comprehensive Plan Implementation: Economic Development element – *Support the revitalization of the downtown area of Clover, including improvements in parking, building renovations, enforcement or ordinances and public enhancements.*

Land Use element – *Work for the upgrading of deteriorating and dilapidated properties through code enforcement and property rehabilitation programs.*

Projected Operating Budget Impact: TBD. Would include annual license fee and associated training.

**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**  
Allison Harvey, Town Administrator

Project Title: Financial Accounting Software  
Project Location: Town Hall  
Project Status: Planning

Description and Justification:

The current financial accounting software is provided by Greentree. Although adequate for our operations, the system is not as robust or intuitive as other software systems. Also, Greentree does not offer necessary modules such as business licensing and building permitting. The Town prefers to have an integrated software system which would at least offer modules most often needed by government entities. The purchase and implementation of the software is planned to coincide with the retirement of two key financial personnel.

Project Costs and Planned Financing of Project:

A general estimate of \$25,000 for software with a 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Financial Accounting Software</b>							
Capital Expenditures	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Capital Revenues							
Governmental Fund	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250

Comprehensive Plan Implementation: N/A

Projected Operating Budget Impact: TBD. Would include annual license fee and associated training.

**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**  
Allison Harvey, Town Administrator

Project Title: Cemetery Expansion  
Project Location: Woodside and Clover Community Cemetery  
Project Status: Planning

Description and Justification:

In 2008, the Town acquired additional property adjacent to Woodside Cemetery to support growth and meet the demand for cemetery space. Approximately 2.8 acres was acquired and plotted into 4 additional sections (over 1,600 spaces). Section 7 was made available for sale in July 2009. Additional acreage was already available at Clover Community Cemetery and one additional section (Section 2) was plotted and made available for sale in July 2009.

The balance of the property remains vegetated and will need to be cleared and prepped for future cemetery expansion.

Project Costs and Planned Financing of Project:

A general estimate of \$25,000 over two years with no inflation rate calculated.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Cemetery Expansion</b>							
Capital Expenditures	\$ 50,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 50,000
Capital Revenues							
Governmental Fund	\$ 50,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 50,000

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD. Would include additional maintenance costs.



**GENERAL GOVERNMENT**

**ADMINISTRATION DEPARTMENT**  
Allison Harvey, Town Administrator

Project Title: Larne Building Maintenance  
Project Location: 103 N. Main Street  
Project Status: Planning

Description and Justification:

The Larne Building is a much-used public building in our community. Routine maintenance is necessary to protect the Town’s investment and to keep the facility attractive and marketable for rentals. Recent data indicate that Larne Building is utilized approximately 90 days/nights per year and generates an average of \$13,000 annually.

Project Costs and Planned Financing of Project:

Cost estimated to be \$25,000 for a new HVAC system.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Larne Building Maintenance</b>							
Capital Expenditures	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
Capital Revenues							
Governmental Fund	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000

Comprehensive Plan Implementation: Cultural Resources element – *Support the use of the Larne Building for cultural and social events.*

Projected Operating Budget Impact: TBD. Replacing the HVAC with a more efficient system would equal less operating expense.

**FIRE DEPARTMENT**

Chief..... Charlie Love  
 Assistant Chief ..... Steve Skinnell  
 Captain..... David Green  
 Lieutenant ..... Lamar Brown  
 Sergeant..... Fred Taylor  
 Secretary..... Alvin Drawdy

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
Fire Substation (New)	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000
Fire Engine (New)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
Ladder Truck (New)	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000
Exhaust System Retrofit	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
<b>Fire</b>	<b>\$ 2,970,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 1,400,000</b>	<b>\$ 500,000</b>	<b>\$ 1,050,000</b>	<b>\$ 2,970,000</b>

**PUBLIC SAFETY & LAW ENFORCEMENT**

**FIRE DEPARTMENT**  
Charlie Love, Chief

Project Title: Fire Substation (New)  
Project Location: N/A  
Project Status: Planning

Description and Justification:

The Town’s fire district has an ISO rating of 5. In order to move to an ISO 4, a new engine and ladder truck will be needed to provide a higher level of service to the community. The current station is at capacity; therefore, a new substation will be required to house the new equipment. The future location should be sited strategically to take advantage of partnership opportunities with EMS, Rescue Squad and/or a satellite healthcare facility.

Considerations should also be made to maximize the town’s investment and minimize response times by locating the new substation in an area that is growing or will grow significantly in the near future.

Project Costs and Planned Financing of Project:

Approximately \$1,000,000; 10% inflation rate per year. Due to the cost, this project is not currently funding. Funds would likely come from a number of different sources including General Fund, Fire Department Special Revenue Fund, and County grant. Operating expenses will be calculated during the design phase of the project.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Fire Substation (New)</b>							
Capital Expenditures	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000
Capital Revenues							
Governmental Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undetermined	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC SAFETY & LAW ENFORCEMENT**

**FIRE DEPARTMENT**  
Charlie Love, Chief

Project Title: Fire Engine (New)  
Project Location: TBD  
Project Status: Planning

Description and Justification:

The Town’s fire district has an ISO rating of 5. In order to move to an ISO 4, a new engine will be needed to provide a higher level of service to the community. This equipment will be housed at the new fire substation.

New emissions standards could significantly increase the cost of this vehicle.

Project Costs and Planned Financing of Project:

\$245,000 for a new engine; 10% inflation rate per year. Additional \$25,000 to cover the equipment/accessory costs. It is unlikely that the Town would purchase this vehicle outright but would instead enter into a lease-purchase agreement using Fire Department Supplement funding to pay the annual payment.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Fire Engine (New)</b>							
Capital Expenditures	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
Capital Revenues							
Governmental Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Revenue Fund (FD Supplements)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC SAFETY & LAW ENFORCEMENT**

**FIRE DEPARTMENT**  
Charlie Love, Chief

Project Title: Ladder Truck (New)  
Project Location: TBD  
Project Status: Planning

Description and Justification:

The Town’s fire district has an ISO rating of 5. In order to move to an ISO 4, a new ladder truck will be needed to provide a higher level of service to the community. This equipment will be housed at the new fire substation.

New emissions standards could significantly increase the cost of this vehicle.

Project Costs and Planned Financing of Project:

\$750,000 for a new truck; 10% inflation rate per year. Given the cost, it is unlikely that the Town would purchase this vehicle outright but would instead enter into a lease-purchase agreement using Fire Department Supplement funding to pay the annual payment.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Ladder Truck (New)</b>							
Capital Expenditures	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000
Capital Revenues							
Governmental Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
Special Revenue Fund (FD Supplements)	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC SAFETY & LAW ENFORCEMENT**

**FIRE DEPARTMENT**  
Charlie Love, Chief

Project Title: Exhaust System Retrofit  
Project Location: Fire Station  
Project Status: Planning

Description and Justification:

The Town’s main fire station was not built with an exhaust system for handling truck emissions. For the safety of the personnel and the building, an exhaust system is recommended.

Project Costs and Planned Financing of Project:

General estimate of \$20,000.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Exhaust System Retrofit</b>							
Capital Expenditures	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
Capital Revenues							
Governmental Fund	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**POLICE DEPARTMENT**

Chief..... Randy Grice

Captain..... David Dover

Lieutenant ..... Tanner Davis, Frankie Sadler

Sergeants..... Mitch Wilson, Kenneth Blackwood, Judd Baird

Detective ..... Cheryl Boyd

DEU Officer..... Lee Allen

Patrol Officers ..... Drew Dover, Owen Kokinda, Logan McGarity, Trey Miller, Michael Nivens,  
Chris Miller, Scott Seaford

Police Dispatchers ..... Randy Dills, Belinda Green, Amber Mahaffey, Belinda Chambers

Administrative Assistant..... Wayne Polk

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
800 MHz Radios (New)	\$ 52,950	\$ 15,000	\$ 9,700	\$ 9,250	\$ 9,700	\$ 10,200	\$ 52,950
Mobile Data Computers	\$ 13,000	\$ -	\$ 7,500	\$ -	\$ 5,500	\$ -	\$ 13,000
Patrol Car - "Ready to Roll"	\$ 681,900	\$ 38,000	\$ 159,600	\$ 125,700	\$ 220,000	\$ 138,600	\$ 681,900
Incident Management/Central Aided Dispatch Software	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
<b>Police</b>	<b>\$ 827,850</b>	<b>\$ 53,000</b>	<b>\$ 256,800</b>	<b>\$ 134,950</b>	<b>\$ 235,200</b>	<b>\$ 148,800</b>	<b>\$ 827,850</b>

**PUBLIC SAFETY & LAW ENFORCEMENT**

**POLICE DEPARTMENT**  
Randy Grice, Chief

Project Title: 800 MHz Radios (New & Replacement)

Project Location: Police Vehicles and Personnel

Project Status: On-Going

Description and Justification:

The police department was required to transition to 800 MHz radios for intra- and inter-agency communication by July 1, 2007. The move was required so that the Clover PD would be able to effectively communicate with fellow law enforcement and emergency agencies such as the York County Sheriff's Office, York County E-911 and SLED. Without upgrading the radio system, the police department would have been unable to maintain the current level of service provided to the Clover community. Replacement schedules as well as new radios for additional personnel are planned.

Project Costs and Planned Financing of Project:

Estimate is for two units per year. The cost per unit is \$4,200 with 5% inflation.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>800 MHz Radios (New)</b>							
Capital Expenditures	\$ 52,950	\$ 15,000	\$ 8,800	\$ 9,250	\$ 9,700	\$ 10,200	\$ 52,950
Capital Revenues							
Governmental Fund	\$ 52,950	\$ 15,000	\$ 8,800	\$ 9,250	\$ 9,700	\$ 10,200	\$ 52,950

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD



**PUBLIC SAFETY & LAW ENFORCEMENT**

**POLICE DEPARTMENT**  
Randy Grice, Chief

Project Title: Mobile Data Computers (New)  
Project Location: Police Vehicles  
Project Status: On-Going

Description and Justification:

The police department's goal of modernizing its operations to take advantage of technological advances that will streamline processes and increase efficiencies has been met with the purchase of three (3) mobile data computers. This equipment helps relieve the workload of the dispatcher so that additional office personnel is not needed. In addition, patrol officers are able to remain in the field working instead of going back and forth between the office and field.

Two units were completely refurbished in 2011 (warranty work).

Project Costs and Planned Financing of Project:

Approximately \$2,500 per laptop; 5% inflation calculated. Three replacement units proposed for FY12/13 and two new units are proposed for FY 14/15. Cost estimates do not include installation, license fees or wireless connection fees.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Mobile Data Computers</b>							
Capital Expenditures	\$ 13,000	\$ -	\$ 7,500	\$ -	\$ 5,500	\$ -	\$ 13,000
Capital Revenues							
Governmental Fund	\$ 13,000	\$ -	\$ 7,500	\$ -	\$ 5,500	\$ -	\$ 13,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC SAFETY & LAW ENFORCEMENT**

**POLICE DEPARTMENT**  
Randy Grice, Chief

Project Title: Patrol Car – “Ready to Roll”  
Project Location: Police Vehicles  
Project Status: On-Going

Description and Justification:

Based on best management practices, vehicles should be replaced on a regular schedule to maximize their safe and effective use and to minimize costly repairs and extreme fluctuations in capital budget expenditures.

The current fleet dedicated to the Clover Police Department contains thirteen (13) vehicles. One (1) new vehicle was purchased in FY2009/10 with a JAG Grant. Three new vehicles were purchased in FY2010/11. Two new vehicles are planned for FY2014/15 if additional personnel is required. Vehicles will be replaced on the following five year schedule:

FY 2010/11	Cars 38, 44, 47	FY 2013/14	Cars 51, 52, 50
FY 2011/12	Cars 45	FY 2014/15	Cars 53, 54, 55, New, New
FY 2012/13	Cars 46, 48, 49	FY 2015/16	Cars 38, 44, 47

Project Costs and Planned Financing of Project:

Approximately \$28,000 per unit (does not include in-car computer or radio); 5% inflation rate per year. Town would likely purchase these vehicles using a Lease-Purchase agreement.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Patrol Car - "Ready to Roll"</b>							
Capital Expenditures	\$ 681,900	\$ 38,000	\$ 159,600	\$ 125,700	\$ 220,000	\$ 138,600	\$ 681,900
Capital Revenues							
Governmental Fund - Lease Purchase	\$ 727,900	\$ 84,000	\$ 159,600	\$ 125,700	\$ 220,000	\$ 138,600	\$ 727,900

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC SAFETY & LAW ENFORCEMENT**

**POLICE DEPARTMENT**  
Randy Grice, Chief

Project Title: Incident Management/Central Aided Dispatch Software

Project Location: Police Station and Vehicles

Project Status: Planning

Description and Justification:

In 2007, the Town purchased new incident management/central aided dispatch software through a grant. This software vastly improved the department’s record keeping and reporting capabilities. However, the software is becoming more and more problematic causing police management to spend an inordinate amount of time trying to get the system to work properly. The software company’s customer service is below standard and the system is often “down” for long periods of time. In addition, the software is incompatible with the software systems being used by other York County law enforcement entities which makes sharing information impossible. The software costs approximately \$17,000 annually (for maintenance fees, IT support, and other hardware).

Staff recommends replacing the Southern Software System with the New World system currently being used by the Sheriff’s Office. The annual cost would be approximately \$6,000.

Project Costs and Planned Financing of Project:

Approximately \$80,000 includes software and hardware for ten (10) vehicles.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Incident Management/Central Aided Dispatch Software</b>							
Capital Expenditures	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
Capital Revenues							
Governmental Fund - Lease Purchase	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000

Comprehensive Plan Implementation: Community Facilities element – *improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**STREETS & SANITATION DEPARTMENT**

Director..... Mark Geouge  
 Streets & Sanitation Supervisor ..... Mike Carpenter  
 Truck Driver..... C.L. Stiles  
 Laborers ..... Mark Burton, Michael Whitesides, Justin Messer & Donny Ramsey  
 Stormwater Supervisor..... Jeff Forbis  
 Stormwater Laborer ..... Laramie Parker

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
Sanitation Trucks	\$ 257,775	\$ -	\$ -	\$ -	\$ -	\$ 257,775	\$ 257,775
Dump Truck	\$ 66,100	\$ -	\$ 66,100	\$ -	\$ -	\$ -	\$ 66,100
Street Repaving Program	\$ 95,000	\$ 10,000	\$ 15,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 95,000
New Maintenance Yard & Shop	\$ 165,400	\$ -	\$ -	\$ 165,400	\$ -	\$ -	\$ 165,400
Sidewalk Repairs	\$ 40,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000
Ditch & Drainageway Repairs	\$ 130,000	\$ 15,000	\$ 20,000	\$ 55,000	\$ 20,000	\$ 20,000	\$ 130,000
Recycling Truck (New)	\$ 88,200	\$ -	\$ -	\$ 88,200	\$ -	\$ -	\$ 88,200
<b>Streets &amp; Sanitation</b>	<b>\$ 842,475</b>	<b>\$ 25,000</b>	<b>\$ 111,100</b>	<b>\$ 338,600</b>	<b>\$ 55,000</b>	<b>\$ 312,775</b>	<b>\$ 842,475</b>

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Sanitation Trucks  
Project Location: TBD  
Project Status: Planning

Description and Justification:

The town provides weekly curbside sanitation service to its residential customers. Existing equipment includes a 2010 side-loader truck that services approximately 500 residences per day and a 2002 spare side-loader. Based on the expected return of new construction and new growth, a new (second) truck is warranted so as to provide the same level of service to the community by FY15/16. Garbage trucks have an estimated life expectancy of 8 years. However, if two trucks are used, the life of the vehicles may be extended.

Project Costs and Planned Financing of Project:

\$212,000 base cost; 5% inflation rate per year. Due to the high cost, it is likely that the Town would elect to obtain the truck through a lease-purchase agreement instead of an outright purchase.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Sanitation Trucks</b>							
Capital Expenditures	\$ 257,775	\$ -	\$ -	\$ -	\$ -	\$ 257,775	\$ 257,775
Capital Revenues							
Governmental Fund - Lease Purchase	\$ 257,775	\$ -	\$ -	\$ -	\$ -	\$ 257,775	\$ 257,775

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Dump Trucks  
Project Location: TBD  
Project Status: Planning

Description and Justification:

In the Streets Division, the International Dump Trucks with boxed beds, vehicles #5 (2001 model) and #7 (2003 model), are used for leaf and limb services. The beds will be replaced in FY12/13. Two other dump trucks are used in Streets including a 2011 model that is expected to be put in to service in September 2010.

In the Stormwater Division, vehicle #9 (1995 model) will be replaced in 2012/13. Town will likely obtain this vehicle through a lease purchase agreement.

Project Costs and Planned Financing of Project:

New Trucks: \$42,000 base cost; 5% inflation rate per year  
 Truck Beds: \$10,000 base cost; 5% inflation rate per year

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Dump Truck</b>							
Capital Expenditures	\$ 66,100	\$ -	\$ 66,100	\$ -	\$ -	\$ -	\$ 66,100
Capital Revenues							
Governmental Fund	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000
Governmental Fund - Lease Purchase	\$ 44,100	\$ -	\$ 44,100	\$ -	\$ -	\$ -	\$ 44,100

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Natural Resources element – *Improve management of stormwater within Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Street Repaving Program

Project Location: TBD

Project Status: Planning

Description and Justification:

The Public Works Department is responsible for maintaining town-owned streets inside the corporate limits. Street maintenance is an on-going task that must be addressed to support public safety, economic development and quality of life. Through a variety of creative measures, including the use of York County C-funds and cooperative efforts with SCDOT, the Streets & Sanitation division paves approximately ½-mile of streets each year. There are currently approximately 6.2 miles of town-owned streets. With projected new growth, the rate of re-pavement must be increased to provide the same level of service to the community. Policy changes may also be considered to address this area:

1. The minimum street paving section/detail may need to be upgraded to ensure that the town receives the quality streets from developers prior to dedication. The change may extend the life of new streets up to 50% and thereby reduce maintenance costs.
2. Street paving techniques, such as delaying the application of the “final lift” until after the majority of construction-related heavy equipment traffic has access to new streets, will likely extend the life of those streets.
3. The street warranty period should be reviewed to maximize the private sector's responsibility and enable repairs to be made prior to final public street acceptance/dedication.

Project Costs and Planned Financing of Project:

The following estimates are included as a method to begin saving for repaving projects. Priority projects include: Community Park Drive, Orchard Drive, Hillcrest Drive and Industrial Park Drive.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Street Repaving Program</b>							
Capital Expenditures	\$ 95,000	\$ 10,000	\$ 15,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 95,000
Capital Revenues							
Governmental Fund	\$ 95,000	\$ 10,000	\$ 15,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 95,000

Comprehensive Plan Implementation: Community Facilities element – *Develop a plan for improving maintenance of local streets.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: New Maintenance Yard & Shop

Project Location: Willow Street

Project Status: Planning

Description and Justification:

The Public Works Department’s existing facility on Smith Street houses its administrative offices, maintenance shop, equipment sheds, and vehicle and heavy equipment storage yard. Space is at a premium and, based on anticipated growth, a larger yard and building will be needed.

This facility should be used exclusively for water and sewer operations and streets and sanitation services should be relocated to another site. By dividing the department into two independent groups, the current facilities can meet the current and future needs of the water and sewer operations. A new facility could be designed and constructed specifically for streets and sanitation to maximize their efficiencies on property the Town already owns on Willow Street.

Project Costs and Planned Financing of Project:

\$150,000 x 5% inflation per year. General Obligation bonds or other funding source would be necessary to fund this project.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>New Maintenance Yard &amp; Shop</b>							
Capital Expenditures	\$ 165,400	\$ -	\$ -	\$ 165,400	\$ -	\$ -	\$ 165,400
Capital Revenues							
General Obligation Bonds	\$ 165,400	\$ -	\$ -	\$ 165,400	\$ -	\$ -	\$ 165,400

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD



**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Sidewalk Repairs  
Project Location: TBD  
Project Status: Planning

Description and Justification:

The Public Works department is responsible for maintaining sidewalks adjacent to town-owned streets. The vast majority of sidewalks, however, are the responsibility of the SC Department of Transportation (SCDOT). Sidewalk repair is an on-going task that must be addressed to support public safety, economic development and quality of life. With recent construction activity and projected new growth, the rate of repairs must be increased to provide the same level of service that other municipalities in York County receive. In FY 2009/10, SCDOT installed access ramps at various intersections along Bethel and Kings Mountain Streets. The Town also received subdivision bond proceeds to install sidewalks in Irish Downs Phase 2.

Project Costs and Planned Financing of Project:

Budget amount of \$10,000 for each year except FY2011/12.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Sidewalk Repairs</b>							
Capital Expenditures	\$ 40,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000
Capital Revenues							
Governmental Fund	\$ 40,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000

Comprehensive Plan Implementation: Community Facilities element – *Expand and improve the sidewalk system within Clover, making it accessible to persons with disabilities.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Ditch & Drainageway Repairs

Project Location: TBD

Project Status: Planning

Description and Justification:

The Public Works Department is responsible for maintaining a number of stormwater ditches and drainageways inside the town limits. This responsibility is an on-going task that must be addressed to support public safety, economic development and quality of life. Several current stormwater-related facilities are in need of extensive repair. The town plans to undertake a comprehensive stormwater inventory and study in FY 2011/12. The study will help to estimate and prioritize needs and may also provide the information necessary to consider stormwater fees.

Project Costs and Planned Financing of Project:

\$20,000 for each year except FY2011/12. In FY2011/12, included \$5,000 for stormwater study. \$35,000 was included in FY2013/14 for consultant work and work associated with meeting NPDEs guidelines.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Ditch &amp; Drainageway Repairs</b>							
Capital Expenditures	\$ 130,000	\$ 15,000	\$ 20,000	\$ 55,000	\$ 20,000	\$ 20,000	\$ 130,000
Capital Revenues							
Governmental Fund	\$ 130,000	\$ 15,000	\$ 20,000	\$ 55,000	\$ 20,000	\$ 20,000	\$ 130,000

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Natural Resources element - *Improve management of stormwater within Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**STREETS & SANITATION DEPARTMENT**  
Mark Geouge, Director

Project Title: Recycling Truck  
Project Location: TBD  
Project Status: Planning

Description and Justification:

The Town has been in a joint agreement with the City of York to provide curbside recycling one day a week per household. The Town currently pays the City of York 40% of the total cost of the program. Due to the expected growth of both communities as well as the condition of the current truck, it will become necessary for York and Clover to operate their own recycling trucks. Due to the cost of the vehicle and the additional staff needed to run the route, staff will continue to explore options.

Project Costs and Planned Financing of Project:

\$80,000 base price; 5% inflation rate per year. Due to the cost, it is likely the Town would obtain the vehicle through a lease purchase agreement.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Recycling Truck (New)</b>							
Capital Expenditures	\$ 88,200	\$ -	\$ -	\$ 88,200	\$ -	\$ -	\$ 88,200
Capital Revenues							
Governmental Fund - Lease Purchase	\$ 88,200	\$ -	\$ -	\$ 88,200	\$ -	\$ -	\$ 88,200

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**WATER & SEWER DEPARTMENT**

Director..... Mark Geouge  
 Water Supervisor ..... Kenneth Jackson  
 Plant Operator..... David Windburn  
 Water/Sewer Maintenance..... Marshall McCarter  
 Wastewater Plant Laborer ..... Brian Burton  
 Meter Technician..... Michael Coe

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
Water System Audit	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Sewer Lift Station Upgrades	\$ 1,150,000	\$ -	\$ -	\$ 300,000	\$ 250,000	\$ 600,000	\$ 1,150,000
Sewer System Maintenance & Upgrades	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Town-wide Water Line Rehabilitation	\$ 750,000	\$ 550,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 750,000
Ridge Road Water Line	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
Industrial Park Water & Sewer	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Geographic Information System (GIS)	\$ 27,500	\$ -	\$ -	\$ 27,500	\$ -	\$ -	\$ 27,500
Elevated Water Tank	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
SCADA System	\$ 266,250	\$ -	\$ -	\$ -	\$ 266,250	\$ -	\$ 266,250
Highway 321 Sewer Line Improvements	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Vacuum Truck (New)	\$ 173,600	\$ -	\$ -	\$ 173,600	\$ -	\$ -	\$ 173,600
Radio Read Meters	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
<b>Water &amp; Sewer</b>	<b>\$ 7,343,600</b>	<b>\$ 600,000</b>	<b>\$ 176,250</b>	<b>\$ 651,100</b>	<b>\$ 2,166,250</b>	<b>\$ 3,750,000</b>	<b>\$ 7,343,600</b>

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Water System Audit  
Project Location: Town-wide  
Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned water facilities. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC list this as top priority project for the community. A water audit is a study of the town’s water delivery system whereby the water purchase is compared to the water used/sold. The purpose of the audit is to determine how much water is lost. Significant losses would necessitate line repairs.

Project Costs and Planned Financing of Project:

\$25,000 base cost; 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Water System Audit</b>							
Capital Expenditures	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250
Capital Revenues							
Enterprise Fund	\$ 26,250	\$ -	\$ 26,250	\$ -	\$ -	\$ -	\$ 26,250

Comprehensive Plan Implementation: Community Facilities element – *Improve water and sewer service.*

- *Continue to study future water and sewer capacities and needs.*

Population element – *Work towards a steady level of population growth for Clover.*

- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Sewer Lift Station Upgrades

Project Location: Multiple Sites

Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned sewer facilities. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC lists this as a priority project for the community. There are a number of lift stations that need to be upgraded. A priority list was adopted by Clover Town Council in April 2007. Three priority replacements were made in FY2008/09 and were funded by revenue bond proceeds (2007): Faulkner Street, Yorktown and Food Lion. Hillcrest, Sunset, Cloverbrook, Marion Street and Griggs Road lift stations still need to be replaced. A mixture of revenue bond proceeds, utility system revenues and grants are potential sources of income. CDBG grants could be used for Hillcrest and Cloverbrook.

Project Costs and Planned Financing of Project:

Hillcrest and Sunset: \$300,000 in FY 2013/14  
Cloverbrook and Marion Street: \$250,000 in FY 2014/15  
Griggs Road: \$600,000 in FY 2015/16

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Sewer Lift Station Upgrades</b>							
Capital Expenditures	\$ 1,150,000	\$ -	\$ -	\$ 300,000	\$ 250,000	\$ 600,000	\$ 1,150,000
Capital Revenues							
Enterprise Fund	\$ 275,000	\$ -	\$ -	\$ 150,000	\$ 125,000	\$ -	\$ 275,000
Grants (CDBG)	\$ 875,000	\$ -	\$ -	\$ 150,000	\$ 125,000	\$ 600,000	\$ 875,000
Revenue Bonds		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

- Comprehensive Plan Implementation: Community Facilities element – *Improve water and sewer service.*
- *Expand the water and sewer system to provide service to potential industrial and commercial areas.*
- Population element – *Work towards a steady level of population growth for Clover.*
- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Sewer System Maintenance & Upgrades  
Project Location: Town-wide  
Project Status: On-going

Description and Justification:

The Public Works Department is responsible for operating and maintaining town-owned sewer facilities. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC lists this as a priority project for the community. Projects include the reactivation of a six-inch sewer line on SC Highway 557. In 2011, the Town replaced sewer lines on Bethel Street from Clinton Avenue to Main Street in response to SCDOT’s repaving project. Any large scale project would require alternative revenues like grants, low interest loans or revenue bonds.

Project Costs and Planned Financing of Project:

\$50,000 per year for each year of the CIP.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Sewer System Maintenance &amp; Upgrades</b>							
Capital Expenditures	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Capital Revenues							
Enterprise Fund	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Comprehensive Plan Implementation:

- Community Facilities element – *Improve water and sewer service.*
- *Continue to expand the system of water distribution lines and sewage collection lines to provide service to all residential areas in and around Town.*
  - *Expand the water and sewer system to provide service to potential industrial and commercial areas.*
- Population element – *Work towards a steady level of population growth for Clover.*
- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Town-wide Water Line Rehabilitation  
Project Location: Town-wide  
Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned water facilities. This project will upgrade small-diameter water lines inside the town limits to improve the quality, quantity and pressure for water system customers. For FY2009/10, grant funds (\$152,000) were used to replace water lines on Catawba (portion), Hampshire, Valley, and Jackson Terrace. In 2011, revenue bond proceeds (up to \$150,000) will be used to match a \$500,000 CDBG grant to replace water lines in the Roosevelt Community including Zion Church (portion), Carroway, Queensgate, Beamguard, Dye, Kennedy, Carver (portion), Fairview, Oakland, Sumter, Armstrong, Watson, Brown, and Killian. Due to the pending Hwy 55 East construction and the repaving of Hwy 55 through town, the fund balance will likely be spent on service line replacements and relocations.

Project Costs and Planned Financing of Project:

Budget \$100,000 per year for each year of the CIP except FY2010/11.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Town-wide Water Line Rehabilitation</b>							
Capital Expenditures	\$ 750,000	\$ 550,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 750,000
Capital Revenues							
Enterprise Fund - Revenue Bond	\$ 750,000	\$ 550,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 750,000

Comprehensive Plan Implementation: Community Facilities element – *Improve water and sewer service.*

- *Continue to expand the system of water distribution lines and sewage collection lines to provide service to all residential areas in and around Town.*
- *Expand the water and sewer system to provide service to potential industrial and commercial areas.*

Population element – *Work towards a steady level of population growth for Clover.*

- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD



**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Ridge Road Water Line  
Project Location: Ridge Road  
Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned water facilities. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC list this as a top priority project for the community. Due to the expense of this project, it is likely to be completed in phases using grant funds, low income loans or future revenue bond proceeds. At this time, the project is included in the CIP because it was noted in the Master Plan. However, this project is likely to be more than five years away from implementation.

Project Costs and Planned Financing of Project:

Estimated cost \$2,000,000; inflation not calculated.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Ridge Road Water Line</b>							
Capital Expenditures	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
Capital Revenues							
Unfunded	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000

Comprehensive Plan Implementation: Community Facilities element – *Improve water and sewer service.*

- *Continue to expand the system of water distribution lines and sewage collection lines to provide service to all residential areas in and around Town.*
- *Expand the water and sewer system to provide service to potential industrial and commercial areas.*

Population element – *Work towards a steady level of population growth for Clover.*

- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Industrial Park Water & Sewer  
Project Location: Westgate  
Project Status: Planning

Description and Justification:

The Public Works Department is responsible for operating and maintaining town-owned water and sewer facilities. The 1998 Water & Sewer Systems Master Plan prepared by Burkhold Planning & Management and Power Engineering Co., Inc. lists this project as a priority project for the community. Partial installation of water lines has been completed. Water line extensions and sewer lines will be phased in. The York County Natural Gas Authority is currently expanding water and sewer service in the Park to accommodate a new industry. The Town pledged \$50,000 towards the project and agreed to oversee the construction and grants. Additional expansion is likely to be completed in phases using grant funds, low income loans or future revenue bond proceeds.

Project Costs and Planned Financing of Project:

Estimated \$50,000. Administrative costs were not included.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Industrial Park Water &amp; Sewer</b>							
Capital Expenditures	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Capital Revenues							
Enterprise Fund	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Comprehensive Plan Implementation: Economic Development element – *Continue to develop the infrastructure necessary to support new industry. This includes adequate water and sewer capacity, transportation facilities, drainage and other utilities.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
 Mark Geouge, Director

Project Title: Geographic Information System (GIS)

Project Location: Town-wide

Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned water and wastewater facilities. These include lines/mains, pump stations, treatment plants, easements and rights-of-way. This is an on-going task that must be addressed to support public safety, economic development and quality of life. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC list this as a priority project for the community.

The management of these systems is vital to ensure efficient and effective service to the town's customers. Many of the records are antiquated and "as-built" drawings exist as fragile paper maps. An integrated Geographic Information System (GIS) will provide an electronic database of the many physical assets of both systems (lines, hydrants, meters, manholes, etc.). An updated reference system is critical for timely repairs and maintenance projects. In addition the GIS data will serve as a consolidated system map for future growth planning and can be modified when new lines are added, upgraded or abandoned. With recent construction activity and projected new growth, the current system's limitations will become increasingly evident. A GIS for utility services will be necessary to meet the new demands placed on the system so that the same level of service can be maintained. Staff plans to use Atlas360 to begin building a database of the Town's assets.

Project Costs and Planned Financing of Project:  
 \$25,000 base cost; 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Geographic Information System (GIS)</b>							
Capital Expenditures	\$ 27,500	\$ -	\$ -	\$ 27,500	\$ -	\$ -	\$ 27,500
Capital Revenues							
Enterprise Fund	\$ 27,500	\$ -	\$ -	\$ 27,500	\$ -	\$ -	\$ 27,500

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

- Population element – *Work towards a steady level of population growth for Clover.*
  - *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Elevated Water Tank  
Project Location: Highway 557 Area  
Project Status: Planning

Description and Justification:

The Public Works department is responsible for operating and maintaining town-owned water facilities. The 1998 Water & Sewer Systems Master Plan and its 2005 amendment prepared by Joel E. Wood & Associates, LLC list this as a top priority project for the community. Griggs Road Elementary school has been identified as an appropriate location.

Due to the expense of this project, it is likely to be completed using grant funds, low income loans or future revenue bond proceeds. At this time, the project is included in the CIP because it was noted in the Master Plan. However, this project is likely to be more than five years away from implementation.

Project Costs and Planned Financing of Project:

\$1,500,000 project cost.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Elevated Water Tank</b>							
Capital Expenditures	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
Capital Revenues							
Unfunded	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

- Population element – *Work towards a steady level of population growth for Clover.*
- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: SCADA System

Project Location: N/A

Project Status: Planning

Description and Justification:

The Public Works Department is responsible for operating and maintaining town-owned water and sewer facilities. In order to better monitor and record data on water and wastewater flows, a Supervisory Control and Data Acquisition (SCADA) system needs to be purchased.

Due to the expense of this project, it is likely to be completed in phases using grant funds, low income loans or future revenue bond proceeds. At this time, the project is included in the CIP because it was noted in the Master Plan. However, this project is likely to be more than five years away from implementation.

Project Costs and Planned Financing of Project:

Water system component: \$80,000  
Sewer system component: \$150,000  
TOTAL \$230,000; 5% inflation rate per year

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>SCADA System</b>							
Capital Expenditures	\$ 266,250	\$ -	\$ -	\$ -	\$ 266,250	\$ -	\$ 266,250
Capital Revenues							
Enterprise Fund	\$ 266,250	\$ -	\$ -	\$ -	\$ 266,250	\$ -	\$ 266,250

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Population element – *Work towards a steady level of population growth for Clover.*

- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Highway 321 Sewer Line Improvements

Project Location: US Highway 321 North

Project Status: Planning

Description and Justification:

Based on existing conditions and projected growth, the primary sewer force-main and lift station that connects the Town of Clover to the City of Gastonia will need to be upgraded by FY2013/14 to accommodate projected growth in the community.

Due to the expense of this project, it is likely to be completed using grant funds, low income loans or future revenue bond proceeds. At this time, the project is included in the CIP because it was noted in the Master Plan. However, this project is likely to be more than five years away from implementation.

Project Costs and Planned Financing of Project:

Estimated cost of \$800,000.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Highway 321 Sewer Line Improvements</b>							
Capital Expenditures	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Capital Revenues							
Enterprise Fund	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000

Comprehensive Plan Implementation:

Community Facilities element – *Improve water and sewer service.*

- *Continue to expand the system of water distribution lines and sewage collection lines to provide service to all residential areas in and around Town.*
- *Expand the water and sewer system to provide service to potential industrial and commercial areas.*

Population element – *Work towards a steady level of population growth for Clover.*

- *Develop the necessary water and sewer capacity to provide service to new residents.*

Projected Operating Budget Impact:

TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Vacuum Truck (New)  
Project Location: TBD  
Project Status: Planning

Description and Justification:

A Vacuum truck is needed to repair clogs to sewage lines. Currently, staff is required to rent a vehicle or do their best without one. The purchase of a Vacuum truck will save on future rentals and staff time. The truck can also be used for cleaning out storm drains/catch basins and street sweeping/leaf maintenance. Due to the expense, this equipment is likely to be purchased through a lease purchase agreement.

Project Costs and Planned Financing of Project:

\$150,000 base cost; 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Vacuum Truck (New)</b>							
Capital Expenditures	\$ 173,600	\$ -	\$ -	\$ 173,600	\$ -	\$ -	\$ 173,600
Capital Revenues							
Enterprise Fund - Lease Purchase	\$ 173,600	\$ -	\$ -	\$ 173,600	\$ -	\$ -	\$ 173,600

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD

**PUBLIC WORKS**

**WATER & SEWER DEPARTMENT**  
Mark Geouge, Director

Project Title: Radio Read Meters  
Project Location: Town-wide  
Project Status: Planning

Description and Justification:

The Public Works Department is responsible for reading meters to determine water usage. Over 90% of the current meters must be “read” visually. This project will upgrade the meter boxes and meters throughout the Town’s system so that the meters are read by a wand. The new meters will significantly decrease the man-power and resources used to read meters and will improve accuracy.

Project Costs and Planned Financing of Project:

Estimate for total replacement is \$1,500,000. Due to the expense gradual replacement is recommended.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Radio Read Meters</b>							
Capital Expenditures	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Capital Revenues							
Enterprise Fund	\$ 200,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Comprehensive Plan Implementation: Community Facilities element – *Improve the public services available to the citizens of Clover.*

Projected Operating Budget Impact: TBD



**RECREATION DEPARTMENT**

Director..... Greg Holmes  
 Park Superintendent ..... Scott Moses  
 Assistant Park Superintendent..... Dennis Holland  
 Program Coordinator..... Donald Johnson & Vacant  
 Park Assistant ..... Brett Wilson  
 Program Assistant..... Josh McCarter  
 Laborer ..... Marcus Bigger

**SUMMARY**

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
Ford F-150 (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Ford Explorer (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Capital Equipment	\$ 19,000	\$ -	\$ 14,000	\$ 5,000	\$ -	\$ -	\$ 19,000
New Park at Memorial Drive	\$ 2,234,000	\$ 1,284,000	\$ 200,000	\$ -	\$ 750,000	\$ -	\$ 2,234,000
Clover Community Center	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Neighborhood Parks	\$ 200,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 200,000
Community Trails	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 100,000
<b>Parks &amp; Recreation</b>	<b>\$ 2,629,000</b>	<b>\$ 1,320,000</b>	<b>\$ 254,000</b>	<b>\$ 155,000</b>	<b>\$ 750,000</b>	<b>\$ 150,000</b>	<b>\$ 2,629,000</b>

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
Greg Holmes, Director

Project Title: Vehicles (New & Replacement)  
Project Location: N/A  
Project Status: Planning

Description and Justification:

Based on best management practices, vehicles should be replaced on a regular schedule to maximize their safe and effective use and to minimize costly repairs and extreme fluctuations in capital budget expenditures. The Clover recreation department has a fleet of five (5) vehicles shared by eight (8) employees. The vehicles will likely be obtained through lease purchase agreements.

Project Costs and Planned Financing of Project:

Approximately \$25,000 per vehicle; 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Vehicles</b>							
Ford F-150 (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Ford Explorer (Replacement)	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Capital Expenditures	\$ 36,000	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Capital Revenues							
Governmental Fund - Lease Purchase	\$ 36,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000

Comprehensive Plan Implementation: Natural Resources element – *Expand the staff level and capacity of the Town Recreation Department to meet the needs [of the community].*

Projected Operating Budget Impact: None for replacement vehicles. The annual operation and maintenance cost per vehicle is \$2,500.

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
Greg Holmes, Director

Project Title: Equipment (New & Replacement)

Project Location: N/A

Project Status: Planning

Description and Justification:

The Clover recreation department maintains the town’s athletic fields and park space. With recent growth in the area, several ball fields have been added to the system through cooperative agreements.

The department’s five-year plan shows the acquisition of new and replacement maintenance equipment.

FY2012/13 Turf Mower  
FY2013/14 Trailer

Project Costs and Planned Financing of Project:

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Capital Equipment</b>							
Capital Equipment	\$ 19,000	\$ -	\$ 14,000	\$ 5,000	\$ -	\$ -	\$ 19,000
Capital Expenditures	\$ 19,000	\$ -	\$ 14,000	\$ 5,000	\$ -	\$ -	\$ 19,000
Capital Revenues							
Governmental Fund	\$ 19,000	\$ -	\$ 14,000	\$ 5,000	\$ -	\$ -	\$ 19,000

Comprehensive Plan Implementation: Natural Resources element – *Expand the staff level and capacity of the Town Recreation Department to meet the needs [of the community].*

Projected Operating Budget Impact: None for replacement equipment. Estimates for new equipment will be developed prior to purchase.

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
Greg Holmes, Director

Project Title: New Park  
Project Location: Memorial Drive  
Project Status: Planning

Description and Justification:

The Town of Clover plans to develop a 50-acre tract of land for a new park facility. This project will include new soccer fields, a pond, pedestrian trails, splash pad, disc golf course, and other amenities. The project is adjacent to Clover Community Park. All land for this project has been acquired by the Town of Clover. Grant funding and sponsorships for different elements of the New Park will be sought. In 2011, the Town received \$600,000 from a revenue bond backed by the local Hospitality Tax.

The Town plans to develop the park in phases over 8 to 10 years or more quickly if possible. The estimated cost for Phase 1 is still being refined but will likely be from \$1 to \$1.5 million. Phase 1 work is expected to begin in FY2011/12. For FY2014/15, the funding level depicted equals the expected contributions from the York County Supplement, obtaining additional revenue bond funding when the Town refinances the current bond, and another County Hospitality Tax grant.

Project Costs and Planned Financing of Project:

Preliminary cost estimate (dated 3/23/09): \$3.7 million  
Property purchase: \$35,000 per year x 5 years = \$175,000 (final payment in September 2016)  
TOTAL: \$3,875,000

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>New Park at Memorial Drive</b>							
Capital Expenditures	\$ 2,234,000	\$ 1,284,000	\$ 200,000	\$ -	\$ 750,000	\$ -	\$ 2,234,000
Capital Revenues							
Capital Projects	\$ 790,000	\$ 390,000	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 790,000
Revenue Bond	\$ 834,000	\$ 584,000	\$ -	\$ -	\$ 250,000	\$ -	\$ 834,000
Sponsorship	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Grant (County Hospitality Tax)	\$ 600,000	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ 600,000
TOTAL	\$ 2,234,000	\$ 1,284,000	\$ 200,000	\$ -	\$ 750,000	\$ -	\$ 2,234,000

Comprehensive Plan Implementation: Natural Resources element—*Support the development of a major recreation complex sufficient to meet the recreational needs of an expanding population.*

Projected Operating Budget Impact: TBD

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
Greg Holmes, Director

Project Title: Clover Community Center

Project Location: 120 Bethel Street

Project Status: Construction

Description and Justification:

The Town purchased 120 Bethel Street during FY 2008/09. General Fund Fund Balance was used to complete renovation in June 2010.

The roof was replaced in FY2010/11. The HVAC will also need to be replaced by FY2012/13.

Project Costs and Planned Financing of Project:

Approximately \$25,000, 5% inflation rate per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Clover Community Center</b>							
Capital Expenditures	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Capital Revenues							
Governmental Fund	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000

Comprehensive Plan Implementation: Natural Resources element – *Expand the staff level and capacity of the Town Recreation Department to meet the needs [of the community].*

Projected Operating Budget Impact: TBD

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
 Greg Holmes, Director

Project Title: Neighborhood Parks

Project Location: N/A

Project Status: Planning

Description and Justification:

Clover’s Comprehensive Plan 2005-2015 specifically promotes the development of new park facilities. Implementation of this community objective will be possible by providing ample funding on a regular basis.

Project Costs and Planned Financing of Project:

The following budget programs \$100,000 on a two-year cycle beginning in FY2013/14 and continuing to FY2015/16.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Neighborhood Parks</b>							
Capital Expenditures	\$ 200,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 200,000
Capital Revenues							
Governmental Fund	\$ 200,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 200,000

Comprehensive Plan Implementation: Natural Resources element—*Develop neighborhood playgrounds in several areas of the community.*

Projected Operating Budget Impact: TBD

**CULTURE & RECREATION**

**RECREATION DEPARTMENT**  
Greg Holmes, Director

Project Title: Community Trails  
Project Location: TBD with preference along Carolina Thread Trail routes  
Project Status: Planning

Description and Justification:

Clover Town Council adopted a Trails Plan in 2005 as the first step in implementing the 2005-2015 Comprehensive Plan’s objective of providing bike and pedestrian trails. In addition, in 2009, the Town Council adopted the Carolina Thread Trail Master Plan.

Project Costs and Planned Financing of Project:

Budget \$50,000 per year.

	Total Project Estimate	2011/12	2012/13	2013/14	2014/15	2015/16	Current 5-year Total
<b>Community Trails</b>							
Capital Expenditures	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 100,000
Capital Revenues							
Governmental Fund	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 100,000

Comprehensive Plan Implementation: Natural Resources element—*Begin development of bike trail and walking trail system in Town.*

Projected Operating Budget Impact: