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Sanford, NC 27331-3729

**City of Sanford**

(919) 777-1110

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**MEMORANDUM**

TO: The Honorable Mayor Mann and City Council Members

FROM: Hal Hegwer, City Manager

DATE: May 18, 2021

SUBJECT: Proposed Annual Operating Budget Fiscal Year 2021-22

In accordance with Chapter 159-11 of the North Carolina General Statutes, I am pleased to submit the City of Sanford's proposed budget for Fiscal Year (FY) 2021-22. The budget is balanced and identifies estimates for all revenues, expenditures, and expenses for the fiscal year.

As the nation and world have weathered the COVID-19 pandemic, we, too, have experienced extreme challenges resulting from the crisis. As a result of federal, state, and local orders associated with payments, and decreased consumption, our utility revenues were negatively impacted. We also faced increased employee leave and modified workforce schedules. To counteract this, we were forced to contract out some services. Still, as a local government, we have been very fortunate in our ability to deliver high-quality services with minimal disruption. Despite the pandemic, we witnessed economic development successes as well as accelerated industrial, commercial, and residential growth and a significant increase in sales tax receipts. Our ability to adapt has been key.

## **BUDGET PRIORITIES**

This past year has been a time of reflection and has emphasized the importance of basic services and the value of planning. As you review this proposed budget, you will observe two major themes. The first is that we must continue to deliver superior services, especially in the realm of public safety. Secondly, we must plan and position ourselves for future growth and economic stability.

You will also note that this budget aims to meet the goals set forth by the Sanford City Council during the most recent annual budget retreat. These goals complement our delivery of core services and must be achieved to foster growth.

### **Goals Considered in Proposed FY 2021-22 Budget**

- ✓ Update Unified Development Ordinance (Phase II).
- ✓ Enhance fire protection in the Deep River area via a new fire station.
- ✓ Begin water filtration facility expansion.

As with every year, the proposed budget reflects Sanford City Council's established 4-prong vision for smart growth, which are job creation, "Destination Sanford," quality of place, and community pride. As you review the proposed budget, keep in mind that these items anchor the City's objectives and prioritize spending.

### ***Employees***

At the core of City services is our workforce. Investing in our employees is necessary to recruit and retain competent, educated, and qualified workers in today's competitive job market. Benefits and salaries are two major components of recruitment and retention. Therefore, the proposed budget funds our existing benefits and a 2-percent employee cost of living increase to take effect on the July 8, 2021 pay date.

Providing exceptional health care benefits for City of Sanford employees is a long-standing priority that has proven to be especially critical during the public health crisis. Based on medical claims for FY 2020-21, the proposed budget includes a 3-percent increase in employee premiums with no additional increase proposed for dependent population premiums. The premium increase is necessary to strengthen our reserve funds, account for an increase in claims, and maintain our wellness incentive programs. The City will absorb this increase rather than pass it along to the employees.

Popular wellness incentive programs included in the budget are the waist circumference challenge, the hypertension program, and the diabetes program. Not only do these programs promote and improve health among employees, but successes are anticipated to contribute to future healthcare cost savings. The proposed budget also funds our analytics program, which allows us to capture health information for use in employee education and to assist in wellness and plan design decisions.

### ***Economic Development***

Despite fears surrounding the coronavirus pandemic, commercial and residential development activity and potential economic development opportunities are robust.

Cooperation among local governments remains successful, paving the way for greater support by the private sector. Central Carolina Enterprise Park (CCEP), our public-private initiative with Lee County Government and private investors, continues to attract new investment. In part because of the formation of CCEP, we have been able to attract two life science manufacturers. Through the construction of the first spec building at CCEP, we were able to attract Astellas Pharma Inc. (formerly Audentes Therapeutics), which will invest more than \$109 million in our community and create at least 200 jobs. Through the construction of the second spec building, we were able to attract Abzena, which will invest approximately \$213 million in our community and create approximately 325 jobs. On the heels of these successes, we have moved forward with the construction of the third spec building. Construction is taking place under similar terms and conditions as the first two buildings.

Within the proposed budget, you will see the inclusion of \$162,500 toward rental payment of the third spec building if a sale is not secured by the time construction is completed. While we anticipate a company will be recruited for the building prior to completion, we must have these funds in place.

Spec buildings provide unique marketing opportunities. When site selectors visit an area, they often find more opportunities than the one they came to see. When site selectors visit the buildings, we can showcase the many additional assets and amenities offered in our region. In addition to the spec building, two build-to-suit projects are also in process at CCEP.

### ***Previously Deferred Purchases***

In FY 2020-21, projected fiscal constraints due to anticipated COVID-19 implications forced the delay of numerous capital item purchases. While we pressed forward with strict prioritization and minimal purchases, departments are at a point now where many items must be purchased. As you read the proposed budget, you will note that several items are being purchased through cash and many others are being purchased through installment financing.

## **GENERAL FUND**

The General Fund is the largest fund of the City of Sanford. All revenues, expenditures, and capital additions, except those required to be accounted for in other funds, are accounted for in the General Fund. Most governmental services and functions are provided through the General Fund, including general government, public safety,

streets, and sanitation. These services and functions are financed primarily by property taxes, other taxes, and intergovernmental revenues. The FY 2021-22 Proposed Budget for the General Fund totals \$36,961,146, which is 4.4 percent more than the FY 2020-21 Revised Budget of \$35,418,687 as of date.

## **GENERAL FUND REVENUES**

In the General Fund, our two main sources of revenue are ad valorem property taxes and sales taxes. These two sources comprise 70.9 percent of the total projected General Fund revenue for FY 2021-22 excluding installment purchase proceeds and fund balance. Due to growth, ad valorem tax revenues are projected to increase by \$1,053,093, or 6.2 percent, compared to the prior year revised budget. Sales tax revenues are projected to increase by \$1,096,615, or 19.6 percent. The municipal vehicle fee revenue is expected to remain relatively flat. Investment income is expected to decrease by \$35,000, or 69.9 percent.

For the FY 2021-22 budget, I recommend increasing the current tax rate by 2 cents to \$0.62 per \$100 assessed valuation. Ad valorem tax revenues are anticipated to be \$17,968,594. This tax increase is closely tied to our public safety priorities. The 2-cent tax increase will help offset costs associated with the construction of fire station number four, including the property purchase and design expenses. Furthermore, this tax increase will generate sufficient revenue to support the anticipated debt associated with this project.

Sanford City Council recognizes that we must make this investment to ensure our public safety personnel can provide excellent services to all residents as our city boundaries expand. As the pandemic has highlighted, superior public safety services are crucial to the health and wellbeing of a community, which strengthens both quality of place and community pride, two of Council's vision priorities.

## **GENERAL FUND – FUND BALANCE**

Fund balance is the amount of assets in excess of liabilities in a given fund. These funds enable the City to meet financial obligations without interruptions due to cash flow, generate investment income, eliminate the need for short-term borrowing, and provide a reserve of funds to respond to emergencies or opportunities. Occasionally, the City will use money from fund balance to cover one-time expenses such as specific capital items. The City evaluates any decision to use fund balance carefully and often plans the use in advance to ensure adherence to the City's fund balance policy. In FY 2021-22, we are budgeting to allocate \$363,096 from fund balance for the purchase of one-time capital expenditures. Additionally, \$231,045 is budgeted from restricted Inspections Department funds, and \$162,500 is budgeted but not anticipated to be used for rent payment on the third spec building. This totals \$756,641 in budgeted fund balance.

In FY 2014-15, as required by our bond rating agencies, we adopted a fund balance policy. The policy states that when the available fund balance falls below 25 percent of the closing year's General Fund operation budget, we must create a plan of action to restore the available balance to an acceptable level. The policy sets a target rate of 30 percent.

The current average fund balance percentage for populations of our size is 52.89 percent of operating costs. Meanwhile, as shown in the chart below, our available fund balance at the end of FY 2019-20 was 45.01 percent, or \$14,680,540.

The fund balance includes law enforcement separation allowance funds (LESFAF) of \$1,316,154; restricted fund balance of \$794,828; original appropriation of \$48,104; re-appropriations of \$1,170,477; and additional appropriations related to projects and capital of \$446,706. For comparative purposes, excluding all these restrictions and commitments, our fund balance would total \$10,904,271 or 36.04 percent.

### City of Sanford Historic Fund Balance

Fund Balance	2020	2019	2018	2017	2016	2015	2014
Available (FBA)	14,680,540	\$13,607,884	\$11,273,592	\$7,334,502	\$8,829,983	\$7,784,597	\$7,619,273
Change in Fund Balance Available	1,072,656	\$2,334,292	\$3,939,089	(\$1,495,481)	\$1,045,886	\$165,324	(\$1,317,993)
Unit FBA%	45.01%	44.10	39.76	24.10	31.82	29.40	32.94
Group Average FBA %	52.89%	55.67	56.37	56.07	53.95	54.43	50.03

\*Source: North Carolina Department of State Treasurer

\*FBA is a percentage of net expenditures.

### GENERAL FUND EXPENDITURES

The City of Sanford's annual budget ordinance segregates governmental functions within the General Fund into seven categories: General Government, Public Safety, Transportation, Sanitation, Community Development, Cultural & Recreation, and Debt Service. Significant changes in General Fund expenditures are outlined below.

**General Government** – This category includes Governing Body, Administration, Human Resources, Risk Management, Elections, Financial Services, Information Technology, Legal, Public Buildings, Central Office, Fleet Maintenance, Horticulture, and Other Contributions. Several operating transfers and contributions to specific organizations are included in the General Fund for FY 2021-22.

In General Government, major capital expenditures include \$10,000 toward projects that will incrementally transition City facilities into compliance with the Americans with Disabilities Act; \$17,000 for an email server; \$8,000 for a server; \$43,685 for a utility truck for Fleet Maintenance; and \$26,000 for a truck for Horticulture.

We recognize that quality of place and community pride are created by a connected and involved public that views itself as stakeholders. Therefore, the budget for Governing Body includes funding for ongoing community engagement efforts. These projects include National Night Out and training and awareness campaigns for the Commission on the Opioid Abuse Epidemic.

Within the General Government category, \$50,000 is budgeted for improvements to our downtown amphitheater. This amenity, located within Depot Park — the jewel of Sanford's downtown, has potential to provide increased enjoyment for residents and visitors alike. The upgrades would enhance our ability to host attention-grabbing events through audio, video, and lighting improvements. These improvements would help fulfill the goals of "Destination Sanford," community pride, and quality of place and would provide enjoyment during many events for years to come. The proposed improvements will also provide the capability to stream events, which extends the breadth to which we could reach event attendees and promote our assets.

Sanford's next municipal election would typically be scheduled within FY 2021-22. However, due to a delay in the release of the Census Bureau's redistricting data, it is very probable that Sanford's election will be delayed until FY 2022-23. The consideration of the new redistricting data is necessary for fair districting and elections. For this reason, no funds for an election are included.

Each year, the City of Sanford contributes to local organizations that aid in the achievement of three of Council's vision and priorities: "Destination Sanford," quality of place, and community pride. This year, staff received a total of \$41,500 in nonprofit funding requests from Temple Theatre, Lee County Arts Council, and The Railroad House Historical Association, Inc. This year's recommended contributions are \$18,000 to Temple Theatre; \$2,700 to Lee County Arts Council; and \$2,700 to The Railroad House Historical Association, Inc. In total, the proposed budget contributes \$23,400 to these local organizations, all of which further Council's goals.

For the past several years, the City has invested in the Sanford Area Growth Alliance (SAGA), a public-private initiative designed to spur job growth and position Sanford/Lee County as a visible, recognizable, and desirable place to locate industry. Despite additional challenges created by the COVID-19 pandemic, SAGA spearheaded several economic development successes throughout FY 2020-21. For consideration within the FY 2021-22 budget, SAGA requested a 10-percent increase, or an additional \$21,423, in funding from the City, which would equate to a \$235,648 contribution. In the request, SAGA stated that the increase is needed to attract, train, and retain talent; invest in technology; and to develop and deploy new strategies. It is my recommendation that our contribution increase by a minimum of 5 percent to a total contribution of \$224,937. Our support of this organization provides the tools to recruit and retain businesses, which will result in further tax base expansion and job creation.

Other contributions include \$219,688 to meet the contractual obligations of economic development incentives. This is an increase of \$152,769 and is the result of qualifying economic development projects coming to fruition.

Through this budget, we continue to support Downtown Sanford, Inc. The budget includes funding the Real Investment in Sanford Entrepreneurs (RISE) program in the amount of \$10,000. This program provides business education and training for new or future business owners and awards one participant a \$5,000 grant for his or her downtown business. Included within the budget is also an increase for the Downtown Sanford, Inc. executive director's salary. Support and promotion of our downtown embodies all four of Council's visions and priorities.

**Public Safety** – This category includes Police, Fire, and Inspections. The Public Safety budget is projected to increase by \$80,916, or 0.5 percent, from FY 2020-21.

Expenditures for Police are budgeted to increase by \$73,783, or 0.7 percent, as compared to FY 2020-21. In Police, major capital expenditures include \$57,299 to replace two investigative vehicles and \$19,127 to purchase four mobile data terminals. The proposed budget also includes \$5,500 for our ongoing participation in the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) program. CALEA is a credentialing authority whose primary mission is to accredit and improve public safety agencies by creating a national body of standards developed by law enforcement professionals. The budget also provides \$13,814 for a part-time Project Safe Neighborhoods position, which will be matched by Lee County. This allocation funds a civilian coordinator to manage our participation in the program. This will be the third fiscal year of funding this position, which was created in response to a request by the United States Attorney General's Office.

Expenditures for Fire are budgeted to increase by \$19,591, or 0.4 percent, as compared to FY 2020-21. The proposed budget includes \$61,360 for a self-contained breathing apparatus (SCBA) air compressor. The amount of \$395,753 is budgeted for the design of a fourth fire station. It is anticipated that the design of fire station number four will be completed within FY 2021-22 and that construction will begin in FY 2022-23. We plan to secure installment purchase financing for costs associated with station construction with an opportunity to reimburse ourselves for the design fees and land purchase.

For Inspections, the proposed budget includes the funding of a new building inspector position slated to be filled mid-year. Restricted department revenues, which statutorily can only be used to fund expenditures associated with building inspections, will fund the position. This position is necessary to keep pace with the increasing volume of the Inspections Department's permits.

**Transportation** – This category includes Street Maintenance and Street Capital Improvements, which are needed to maintain our infrastructure as well as to bolster

community pride and maintain our quality of place. Funding for this category increased by \$753,160, or 22.1 percent, from FY 2020-21. The budget includes \$575,000 for street resurfacing and rehabilitation. Additionally, \$100,000 is budgeted for sidewalk replacement, curb and gutter maintenance, and catch basin repairs. Capital outlay funded with cash includes a utility truck and a salt spreader, totaling \$62,089. Additionally, several pieces of rolling stock needed for this category will be purchased through an installment purchase. These items total \$548,500 and include a bucket truck, a flusher/water truck, a dump truck, and two backhoes.

Other funding includes municipal match requirements for North Carolina Department of Transportation road projects.

<b>FY 2021-22 NCDOT Matches</b>	
Broadway Road Widening	\$310,000
Carthage Street Road Diet	\$89,000
Fields Drive Sidewalks	\$34,000
Woodland Avenue Sidewalks	\$28,000

**Sanitation** – This category encompasses our Solid Waste Division and Sanitation Services. Funding for this category is increased by \$844,050, or 25.9 percent, versus FY 2020-21.

Capital outlay funding includes several rolling stock items. A tractor and rear mower totaling \$60,592 will be purchased through cash. Additionally, two tractors, two leaf vac trucks, and two flat dump trucks totaling \$919,142 will be procured through installment purchasing.

In FY 2021-22, GFL Environmental (previously Waste Industries) will charge the City an additional 1.6 percent to reflect the current updated consumer price index (CPI). The increase in expenditures also reflects an increase in the number of anticipated households to 9,311. The recycling processing fee remains unchanged from FY 2020-21.

**Community Development** – This category includes Community Development, Code Enforcement, the Buggy Company building, and Planning/Historic Preservation. There will be an overall decrease in this category of \$7,720, or 0.4 percent, versus FY 2020-21.

As previously mentioned, one of the primary objectives for the upcoming fiscal year is to position the City for future growth and stability. One of the best ways to execute this is through the support of the Community Development Department, which reviews land uses, enforces associated regulations, and executes Council's vision for growth.

As Council is aware, our recently adopted Land Use Plan establishes a vision and blueprint for smart community growth. However, the Land Use Plan alone does not provide the details necessary to manage and implement this vision. Rather, the Unified Development Ordinance (UDO) sets development rules and regulations. As such, to establish the tools necessary to achieve Council's vision, we began contracting with a consulting firm in FY 2019-20 to revise the document. After funding Phase I, which focused on residential single-family development, the next step is to fund Phase II. Phase II will concentrate on multi-family, commercial, and industrial development. It is funded in the proposed budget in the amount of \$100,000. These updates are crucial and timely as we work to prepare for growth.

The proposed budget includes the addition of a new position. This position is needed to provide professional expertise while considering the UDO's new and enhanced requirements during reviews. Due to UDO modifications, additional staff time will be necessary for thorough project reviews and implementation of new UDO requirements.

In recognition of homelessness and its detrimental effects on our community, the budget allocates \$36,410 for our homelessness initiative. We will continue to employ a consultant to assist in our efforts and have budgeted \$16,000 to continue working with Partners for Impact. Central Carolina Community College (CCCC) and S3 Housing Connect plan to host Project CCCC Connect, a one-day event that would assist students experiencing homelessness by providing a central location to link them to community organizations, resources, and opportunities. In support of S3 Housing Connect and this new endeavor, we will contribute to the event. The remainder of the funding will go toward the needs of Bread of Life Ministries, which houses the extreme weather shelter. By providing aid on the front end, we can assist those who are struggling to move beyond homelessness while also investing in how our community looks and feels to both residents and visitors.

We have seen success in the installation of wayfinding signage. The aesthetically pleasing signs have been well received by the public. This will be the fifth year and the sixth phase of the wayfinding project. For this phase, \$35,000 has been included in the budget. These attractive signs support "Destination Sanford" and promote community pride.

The City continues to support public art initiatives. Funding is included to contribute to the installment of angel wings, an interactive mural at the improved Charlie Watson Lane. Included is funding toward the Roots and Branches event, a cultural and theatrical performance, made possible through a partnership with the Moore County Arts Council. Public art projects are funded at \$9,500. These projects continue to amplify "Destination Sanford," quality of place, and community pride.

For the upcoming fiscal year, the budget for the Community Development category also includes two vehicles. Two trucks — one for the Community Development

Department and one for the Code Enforcement Department — are funded at \$27,100 each.

**Cultural & Recreation** – This category includes the Golf Department and the Parks Department. There will be an overall decrease in this category of \$335,189, or 20.7 percent, versus FY 2020-21. The overall decrease is primarily due to the acquisition of golf carts in FY 2020-21 and no large capital purchases proposed for FY 2021-22.

The Parks Department is responsible for the management and maintenance of all City parks and green spaces, including the new recreational amenities at Kiwanis Family Park. Compared to FY 2020-21, there is an 11.2-percent increase, due to enhanced maintenance at Kiwanis Family Park, Martin Luther King Jr. Park, and Depot Park. Additionally, a new truck in the amount of \$26,000 is budgeted for the Parks Department.

Both the Sanford Municipal Golf Course and the improved Kiwanis Family Park serve to make Sanford a regional destination. Particularly amid the COVID-19 pandemic and the associated Governor's State at Home Order, we saw increased usage of these amenities and anticipate them to remain popular.

**Debt Service** – This category includes principal, interest, and fees paid or accrued on bonds and notes. This account was established for the debt service requirements of the General Fund. The budget includes \$1,572,142 for debt related to streetscape installment purchases, the bonds issued for streetscape and sidewalk projects, and debt issued for rolling stock in FY 2020-21 and FY 2021-22. This is a \$209,599, or 15.4 percent, increase from FY 2020-21 and is the result of additional installment purchases for building improvements and equipment deferred in the original FY 2020-21 budget.

## **UTILITY FUND**

The City of Sanford uses the Utility Fund to account for the City's water and wastewater system operations. This fund operates similarly to private business enterprises. The costs (including depreciation) of providing water and wastewater services to its customers on a continuing basis are financed primarily through user charges.

New to the budget in FY 2021-22 is the addition of the Public Works Department's Utility Maintenance Division. The Utility Maintenance Division is responsible for preventative maintenance and repair of equipment at the water filtration facility, water reclamation facility, water booster stations, and wastewater pumping stations. The division is composed of six employees, who were all transferred from other departments (Distribution and Collections, Water Filtration Facility, and Water Reclamation Facility) for their new or updated roles. Because of this change, you may notice a decrease in expenses for some departments.

In preparation for expected growth, capacity at the water filtration facility must expand by six million gallons per day. We are routinely witnessing maximum daily water demands that exceed 80 percent of our permitted capacity. Additionally, we are experiencing residential and commercial growth more rapidly than we have seen in the past. We are actively negotiating with and soliciting partners for cost sharing for the facility expansion, which will allow us to take advantage of economies of scale associated with a larger capital investment. Regional partnerships with other local governments will enhance our revenue diversity and regional cooperation.

## **UTILITY FUND REVENUES**

The City of Sanford must raise additional revenue for debt service for planned capital improvements, to retain adequate reserves, and to preserve the required debt service coverage to maintain a strong bond rating. The budget includes a 12-percent rate increase for water service and a 6-percent increase for wastewater services. These rate increases are imperative to minimize higher rate adjustments in the future and would become effective July 1.

Our revenue bond covenants require that we maintain a debt service coverage ratio of 1.0, which means that a system has exactly enough revenue to cover its annual debt service after all operating expenses have been paid. Failing to meet our dictated ratio could result in a downgrade to our bond rating and affect future borrowing costs. The City's projected debt service ratio for total debt for FY 2021-22 is 1.6.

Utility Fund revenues for FY 2021-22 are estimated at \$22,113,541 (excludes appropriated retained earnings and loan proceeds). This is an increase of \$920,636, or 4.3 percent, as compared to FY 2020-21.

## **UTILITY FUND EXPENSES**

Utility Fund expenses will decrease by \$18,055,200, or 44.9 percent, compared to the FY 2020-21 budget. This decrease is primarily associated with the FY 2020-21 budget's inclusion of water system and wastewater system capital improvements and design costs for the water filtration facility expansion.

The budget includes the addition of a construction inspection position within the Engineering Department. This position is necessary to process the increasing workload caused by new growth and development.

Some new Utility Fund capital items are included. Within the Engineering Department's budget, a truck is budgeted for the new inspector. Within the Distribution and Collections Department, new vehicles and meter reader handheld data collectors are included. Additionally, a new excavator, backhoe, and two dump trucks for the Distribution and Collections Department will be purchased through installment financing.

Major budget expenses are listed below.

<b>Major Budget Expenses:</b>	
Water Rehabilitation Projects	\$100,000
Wastewater Rehabilitation Projects	\$100,000
Disposal Site Land Acquisition	\$100,000
Water Reclamation Facility Internet Fiber	\$80,000

### **MUNICIPAL SERVICE DISTRICT**

The proposed Municipal Service District budget for FY 2021-22 is \$163,300, which reflects a 0.1 percent decrease compared to FY 2020-21. The budget includes \$20,000 for facade improvements, \$32,000 for advertising, and \$10,000 for the Real Investment in Sanford Entrepreneurs (RISE) Program. A salary increase for the executive director is also included. The General Fund contribution to the Municipal Service District is \$74,492, a \$16,005 increase from the prior year. I recommend maintaining the current year tax rate of \$0.11 per \$100 assessed valuation.

### **CHATHAM PARK RECOVERY CENTER - ENTERPRISE FUND**

The Chatham Park Recovery Center, located in Chatham County's Chatham Park, is responsible for treating the community's residential, commercial, and industrial wastewater to State and Environmental Protection Agency (EPA) standards. During FY 2020-21, the City of Sanford entered into an agreement with Chatham Park to operate and maintain its water recovery center. Through this agreement, Chatham Park Investors LLC fully reimburses the City of Sanford for all associated expenses. The Center is currently in a mothballing phase, or period when facilities are preserved while idle so they can be placed into production within a short time. While the facility is not currently treating wastewater, City of Sanford staff is managing the mothballing phase and anticipates \$158,758 in both revenues and expenses.

### **SUMMARY**

This budget reflects Sanford City Council's vision and priorities by focusing on quality of place, "Destination Sanford," and community pride while making Sanford more attractive for job creation. The City of Sanford's commitment to service delivery (including sanitation, street maintenance, and public safety) maintains our quality of place while

strengthening community pride. A continued overhaul of our Unified Development Ordinance provides a regulative tool to ensure that development meets the Council's vision.

When you consider this budget, remember that it addresses one fiscal year. The budget serves as a small snapshot of the City of Sanford at this point in time, though decisions made now will have long-lasting impact.

In summary, this budget accomplishes the following:

- 1) maintains adequate funding for public safety services,
- 2) continues to invest in a community initiative to end homelessness,
- 3) enhances staffing to accommodate growth,
- 4) invests in a vision and tools to implement smart growth, and
- 5) continues investment in utility infrastructure.

I believe that this budget maintains our core services and develops a foundation to prepare for imminent growth. The cost to construct and staff a fire station even in a time of accelerated growth cannot be accomplished with revenue from growth alone. We must pursue revenue enhancements in the form of a tax increase and utility rate increases to successfully prepare ourselves for the hurdles and challenges that lie ahead. By making these adjustments now, we position ourselves to mitigate risks resulting from future economic downturns or public health emergencies.

Please feel free to call me if you have any questions regarding the Proposed Annual Operating Budget for Fiscal Year 2021-22.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Hal Hegwer". The signature is fluid and cursive, with a large loop at the end.

Hal Hegwer, City Manager

**ANNUAL BUDGET ORDINANCE  
FOR FISCAL YEAR 2021-2022  
REVISED**

**BE IT ORDAINED** by the City Council of the City of Sanford, North Carolina in regular session assembled:

Section 1: The following amounts are hereby appropriated for the operation of the City's government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022 according to the following summary and schedules.

<u>SUMMARY</u>	<u>REVENUES</u>	<u>APPROPRIATIONS</u>
General Fund	\$36,961,146	\$36,961,146
Enterprise Fund	22,643,433	22,643,433
Municipal Service District	<u>163,300</u>	<u>163,300</u>
<b>TOTAL BUDGET</b>	<b><u>\$59,767,879</u></b>	<b><u>\$59,767,879</u></b>

Section 2: That for said fiscal year there is hereby appropriated out of all funds:

<b>SCHEDULE A: GENERAL FUND</b>	<b>(Includes Interfund Reimbursements)</b>
<b>GENERAL GOVERNMENT</b>	
Governing Body	343,211
Administration	378,449
Human Resources	293,434
Risk Management	82,250
Elections	0
Financial Services	752,246
Information Technology	412,809
Legal	198,806
Public Building	796,569
Central Office	20,501
GF Contributions	1,873,216
Fleet Maintenance	1,211,759
Horticulture	848,781
<b>PUBLIC SAFETY</b>	
Police	9,274,857
Dispatching Services	1,284,062
Police – 911 Surcharge	470,601
Fire	5,369,283
Inspections	795,245
<b>TRANSPORTATION</b>	
Street	3,024,710
Street Capital Imp.	1,136,000

**SANITATION**

Solid Waste	2,518,825
Sanitation	1,584,840

**COMMUNITY DEVELOPMENT**

Community Development	1,536,257
Code Enforcement	321,540
Planning / Historic Preservation	174,475

**CULTURAL AND RECREATION**

Parks	527,295
Golf	758,983

**DEBT SERVICE**

1,572,142

**SUBTOTAL GENERAL FUND EXPENDITURES**

37,561,146

Less Departmental Charges (Fleet Maintenance)

(600,000)

**TOTAL GENERAL FUND EXPENDITURES**

36,961,146

**TAXES- AD VALOREM**

Current Year Taxes	16,524,058
Prior Year Taxes	60,000
NC Vehicle Tax	1,336,536
NC Vehicle Tax - Penalties	8,000
Penalties Less Discounts	40,000

**OTHER TAXES**

Vehicle Fees	685,500
Privilege License	2,000
Cable Franchise – Video Programming	166,981
Disposal Tax	16,888
Local Sales Tax – Article 39	2,749,779
Local Sales Tax – Article 40	1,395,986
Local Sales Tax – Article 44	1,168,782
Local Sales Tax – Article 42	1,374,889

**INVESTMENT INCOME**

Interest Income	15,000
Powell Bill Interest Income	100

**LICENSE AND PERMITS**

City Permits – Non-residential	100,000
City Permits – Residential	50,000
City Permits – Other	180,000
County Permits – Non-residential	50,000
County Permits – Residential	55,000
County Permits – Other	110,000
Broadway Permits – Residential	1,400
Broadway Permits – Other	4,500
City of Sanford Zoning Fees	25,000
Lee County Zoning Permits	5,000
Broadway Zoning Permits	500
Fire Permits / Fines	30,000

**INTERGOVERNMENTAL REVENUES****STATE OF NORTH CAROLINA**

Electricity Sales Tax	1,829,608
Natural Gas Sales Tax	88,452
Telecommunication Sales Tax	118,384
Beer and Wine Tax	72,650
N.C. DOT Mowing Agreement	35,401
Powell Bill	728,045
NC Electronics Management Fund	1,800

**OTHER LOCAL GOVERNMENTS**

Consolidated Planning Services	597,825
911 Surcharge Reimbursement	470,601
911 Dispatch	380,261
Financial Services – Broadway	3,500
Receipt Lee County – Buggy Factory	22,527

**SALES AND SERVICE**

Sale of Material	5,000
Sale of Compost Materials	16,000
Sale of Capital Assets	125,000
Sanitation Fees	2,886,410

**GOLF**

Green Fees – Annual	52,000
Green Fees – Daily	250,000
Cart Fees	240,000
Driving Range Fees	17,000
Tournament Fees	11,500
Pro Shop	55,000
Concessions	30,000

**OTHER**

Court Cost Fees	5,000
ABC Revenue	210,000
Street Paving Charges	225,000
Parking Revenue	3,000
Tower Consultant Fee	8,000
Civil Violation	500
Employee Computer Purchase	50,000
Airport Loan Reimbursement	42,000
Animal Control	500
Installment Purchase Proceeds	1,467,642
<b>APPROPRIATED FUND BALANCE</b>	<b>363,096</b>
<b>FUND BALANCE INSPECTIONS</b>	<b>231,045</b>
<b>FUND BALANCE CCEP</b>	<b>162,500</b>

**TOTAL GENERAL FUND REVENUE**

36,961,146

**SCHEDULE B: ENTERPRISE FUND****UTILITY FUND****DEBT SERVICE**

Debt Service	4,521,159
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**OTHER**

Utility Fund Contributions	214,874
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**PUBLIC UTILITIES**

UF Administration	2,846,553
Engineering	1,223,458
UF PW Administration	603,624
Distribution and Collection	6,191,828
Water Filtration	2,433,107
Utility Maintenance	1,117,917
Water Reclamation	2,507,491
Water Capital Imp.	150,000

Sewer Capital Imp.	530,000
Warehouse	352,664

<b>SUBTOTAL UTILITY FUND EXPENSES</b>	22,692,675
Less Departmental Charges (Warehouse)	(208,000)
<b>TOTAL UTILITY FUND EXPENSES</b>	22,484,675

**USER CHARGES**

Water Charges	13,182,187
Sewer Charges	8,116,319

**INVESTMENT INCOME**

Interest Income	3,000
Interest on Assessments	1,000

**OTHER**

Water Capacity Fees	164,035
Taps and Connections	200,000
Sewer Surcharge	13,000
Sludge Charge	80,000
Monitoring Fee	80,000
Charges on Past Due Accounts	120,000
Oil and Grease Fees	21,500
Sales Other Funds	30,000
Non Compliance Fees	2,000
Miscellaneous	7,500
Meter Rental	5,000
Rental Income	80,000
After Hours Fees	2,500
NSF Charges	5,500
Installment Purchase Proceeds	332,300
<b>RETAINED EARNINGS</b>	38,834

<b>TOTAL UTILITY FUND REVENUE</b>	22,484,675
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**SCHEDULE B: ENTERPRISE FUND  
CHATHAM PARK**

Chatham Park WWTP Operations	158,758	
		<b>TOTAL CHATHAM PARK EXPENSES</b>
		158,758
<b>OTHER</b>		
Receipt Chatham Park	158,758	
		<b>TOTAL CHATHAM PARK REVENUE</b>
		158,758
		<b>TOTAL ENTERPRISE FUND</b>
		22,643,433

**SCHEDULE C: MUNICIPAL SERVICE  
DISTRICT FUND**

<b>OTHER</b>		
Municipal Service District Fund	163,300	
		<b>TOTAL MUNICIPAL SERVICE DISTRICT EXPENSES</b>
		163,300
<b>TAXES AD VALOREM</b>		
Current Year Taxes	75,234	
Motor Vehicle Tax	2,084	
Penalties Less Discounts	100	
<b>INVESTMENT INCOME</b>		
Interest Income	100	
<b>OTHER</b>		
Contribution from General Fund	74,492	
<b>FUND BALANCE APPROPRIATION</b>	11,290	
		<b>TOTAL MUNICIPAL SERVICE DISTRICT REVENUE</b>
		163,300
		<b>TOTAL ALL FUNDS</b>
		<b>\$59,767,879</b>

Section 3: There is hereby levied for the fiscal year ending June 30, 2022, the following rate of taxes on each \$100 assessed valuation of taxable property as listed as of January 1, 2021 for the purpose of raising the revenue from current year's property tax as set forth in the foregoing estimate of revenue, and in order to finance the foregoing appropriation.

TOTAL RATE PER \$100 VALUATION \$ .62

Section 4: There is hereby levied for the fiscal year ending June 30, 2022, the following rate of taxes on each \$100 assessed valuation of property in the Municipal Service District defined as the Central Business District listed as of January 1, 2021 for the purpose of raising the revenue from current year's property tax as set forth in the foregoing estimate of revenue and in order to finance the foregoing appropriation. The revenue raised will be used to support the improvement of the properties in the Municipal Service District, to manage the development of Downtown Sanford as the primary economic, cultural, and social center of the community, to educate the community on the unique assets and historical significance of the downtown area, to promote and stimulate the improvement of these assets, to implement the building improvement program, to address issues of parking, streetscape and safety in the Central Business District, to improve the area and to carry out other programs and activities approved by the City Council to support and promote the downtown area.

TOTAL RATE PER \$100 VALUATION \$.11

Section 5: There is hereby levied for the fiscal year ending June 30, 2022, on each registered motor vehicle and each registered trailer within the City of Sanford, a tax of \$30 for the purpose of raising revenue in order to finance street paving and the foregoing appropriations.

TOTAL RATE OF \$30 PER MOTOR VEHICLE AND TRAILER

Section 6: Privilege licenses and franchise taxes for the privilege of conducting specified businesses and professions within the City of Sanford are hereby levied at the rate established and authorized and adopted by the City Council of the City of Sanford on May 6, 1975.

Section 7: Building permits, inspection fees, fire fees, GIS fees, planning fees, compost facility fees, solid waste collection and disposal fees, beer and wine fees, water and wastewater rates are hereby levied at the rate established and shown on the attached schedules. All fees and rates are effective July 1, 2020 unless otherwise stated on the schedule.

Section 8: Fees for Solid Waste Collection and Disposal shall hereby be collected according to the provisions of North Carolina General Statutes 160A-314.1 that allows for the collection of said waste fees by any manner by which real and/or personal property taxes are billed and collected.

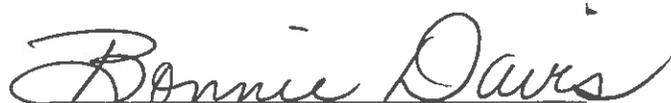
Section 9: The Finance Officer is authorized to transfer budgeted amounts within the departments but any revisions that alter total expenditures must be approved by the City Council through legislative action. All budget amendments must be reported in a public meeting of the City Council and made a matter of record in the minutes.

Section 10: Copies of the Budget Ordinance shall be furnished to the Finance Officer of the City of Sanford to be kept on file by them for their direction in the collection of revenue and expenditure of amounts appropriated.

Adopted this the 1st day of June, 2021.

  
T. Chet Mann, Mayor

ATTEST:

  
Bonnie Davis, City Clerk

  
Susan C. Patterson, City Attorney

**CITY OF SANFORD**  
**RATE SCHEDULE FOR FISCAL YEARS 2021-2022**  
**RATES EFFECTIVE JULY 1, 2021**

**Water Utility Rates**

Residential			Non-Residential		
Monthly Consumption Level	Inside City	Outside City	Monthly Consumption Level	Inside City	Outside City
Minimum Charge for up to 3 ccf (\$ / month)	\$17.70	\$35.38	Minimum Charge for up to 3 ccf (\$ / month)	\$17.70	\$35.38
Over 3 ccf (\$ / ccf)	\$5.36	\$10.68	3 ccf to 8 ccf (\$ / ccf)	\$5.36	\$10.68
			Over 8 ccf (\$ / ccf)	\$3.49	\$6.96

*1 ccf = 100 cubic feet = 748 gallons*

**Sewer Utility Rates**

Monthly Consumption Level	Inside City	Outside City
Minimum Charge for up to 3 ccf (\$ / month)	\$17.89	\$26.84
Over 3 ccf (\$ / ccf)	\$5.97	\$8.94

*1 ccf = 100 cubic feet = 748 gallons*

**Sewer Only Rates**

Monthly Consumption Level	Inside City	Outside City
Flat Fee	\$36.98	\$53.73

**Industrial Surcharge Rates**

Strength Parameter	Proposed Rate (\$/1,000 lb)
BOD	\$145 / 1,000 lb in excess of 250mg/l
TSS	\$220 / 1,000 lb in excess of 200 mg/l
Oil & Grease	\$200 / 1,000 lb in excess of 40 mg/l

**CITY OF SANFORD**  
**RATE SCHEDULE FOR FISCAL YEARS 2021-2022**  
**RATES EFFECTIVE JULY 1, 2021**

<b>Industrial Pretreatment Monitoring Fee Development</b>	
Pretreatment Monitoring Fee Development	Fee
Pretreatment Monitoring Fee	\$1,188.00/Event

<b>Miscellaneous Charges</b>	
Processing Fee For Returned Checks	\$25.00
Late Fee	\$5.00
Administrative Fee	\$15.00
Additional fee for Reconnection after hours	\$25.00

<b>Sanitation Fee</b>	
Annually	\$310.00

<b>Vehicle Tax</b>	
Annually	\$30.00 per vehicle and trailer

**CITY OF SANFORD**  
**BEER AND WINE FEES FOR FISCAL YEARS 2021-2022**  
**RATES EFFECTIVE JULY 1, 2021**

<b>Beer and Wine Fees</b>		
<b>Malt Beverage (Beer)</b>	<b>Wine</b>	<b>Total</b>
For On Premise - \$15.00	For On Premise - \$15.00	\$30.00
Off Premise - \$ 5.00	Off Premise - \$10.00	\$15.00

**FEE SCHEDULE, SANFORD / LEE COUNTY**

**PLANNING AND DEVELOPMENT**

**FISCAL YEAR 2021-2022**

**Sanford / Lee County Board Applications**

Petition for Zoning Text Amendment	\$300
Petition for Zoning Map Amendment (Rezoning)	\$500
Petition for Zoning Map Amendment (Conditional)	\$750
Variance Application	\$500
Special Use Permit	\$500
Additional Fee for review of application for Special Use Permit for telecommunications tower per Section 5.33.8 of Unified Development Ordinance	\$4,000
Appeal	\$500

**Plan Review / Administrative Approvals**

Plan Review (Commercial / Industrial) – 1 <sup>st</sup> and 2 <sup>nd</sup> submittals	\$500 plus \$2.00 per 1,000 square feet of Gross Floor Area
Plan Review (Multifamily) – 1 <sup>st</sup> and 2 <sup>nd</sup> submittals	\$500 plus \$2.00 per dwelling unit
Preliminary Plat (Major Subdivision) – 1 <sup>st</sup> and 2 <sup>nd</sup> submittals	\$200 plus \$10 per lot
Final Plat (Major Subdivision)	No charge
Final Plat (Minor Subdivision)	\$50
Plan/Plat Resubmission – 3 <sup>rd</sup> submittal and all subsequent submittals thereafter (fee to be paid separately for each submittal)	½ of the original fee
Zoning Verification Letter	\$25

**Compost Facility Fee Schedule  
FY 2021-2022**

<b>Material</b>	<b>Price Per Pickup Load</b>	<b>Price per 2 ½ Cu. Yd. Loader Bucket for Larger Truck Loads</b>
Woodchips	\$15.00*	\$25.00*
Leaf Compost	\$15.00	\$25.00
Unscreened Compost with Clay Mixture	\$5.00	\$10.00
Screened Leaf Compost	\$25.00 when available	\$45.00 when available

Delivery by the City of Sanford will be \$40.00 per truckload within the city limits and \$65.00 per truckload outside the city limits but within the county. Delivery fee may fluctuate due to demand and/or availability. These charges are in addition to material cost.

\*Special volume pricing periodically to decrease stockpile. \$1.75 per cubic yard on purchases of 500 cubic yards or more.

### Septage Hauler Policy

Domestic Waste – waste that is domestic in character and comes from a residence

Commercial Waste – waste that is domestic in character and comes from a location other than a residence

Industrial Waste – waste that contains processed water and may include domestic waste

The City will not accept industrial waste except under special circumstances as approved by the wastewater plant superintendent and after the wastewater has been extensively tested at the industry's cost.

Note: The City of Sanford does not take any septage from outside the County of Lee.

The following are the septage hauler prices for the 2021-2022 fiscal year:

Domestic	\$30 / 1,000 gallons
Commercial	\$65 / 1,000 gallons
Industrial	Minimum \$85 / 1,000 gallons (actual cost may vary)

**Municipal Golf Course  
FY 2021-2022 Fee Schedule**

**Daily Rates**

	<u>Ride</u>	<u>Walk</u>
<b>Daily Rates:</b>		
Monday – Friday	\$27.00	\$15.00
Saturday and Sunday	\$33.00	\$18.00
<b>Afternoon Special (after 1 PM):</b>		
Monday – Friday	\$25.00	
Saturday and Sunday	\$29.00	
<b>9 Hole Rates:</b>		
Monday – Friday	\$16.00	\$ 8.00
Saturday and Sunday	\$19.00	\$11.00
<b>Winter Rates (December 1 – February 28)</b>		
Monday – Friday	\$25.00	
Saturday and Sunday	\$31.00	
Monday – Thursday Senior Rates	\$22.00	
<b>Active Duty Military Rates (active duty military ID required):</b>		
Monday – Friday	\$24.00	
Saturday and Sunday	\$29.00	
<b>Senior Rates (Ages 55 and up)</b>		
Monday thru Thursday	\$24.00	
<b>Junior Rates</b>		
Monday – Friday		\$ 7.00
Saturday and Sunday		\$10.00

**Annual Membership Rates**

	<u>In City</u>	<u>Outside City</u>
1 Person	\$475	\$500
2 Persons	\$595	\$650
Full Family	\$675	\$725
Single LTD	\$420	\$450
Double LTD	\$525	\$575
Junior	\$195	\$225

Option #1 Full payment due in July

Option #2 ½ due in July and ½ due in December

LTD – Limited Play - Monday – Friday – excluding Holidays

**Member Cart Fee**

18 holes	\$15.00
9 holes	\$ 7.50

**NOTE:** The Golf Pro is granted the authority to administer loyalty / incentive programs and discounts with the approval of the City Manager.

**City of Sanford FY 2021-2022 Rates for the  
Installation of Hydrant Meters for Contractors**

<b>Hydrant Meter Size</b>	<b>Deposit Fee</b>	<b>Plus Daily Rental Fee</b>
¾"	\$200.00	\$1.00 per day (per calendar year)
1"	\$400.00	\$1.00 per day (per calendar year)
2 ½"	\$1,500.00	\$2.00 per day (per calendar year)

Contractor is to notify the City of Sanford when hydrant meter is to be installed and removed. There will be a \$70.00 setup / relocation fee for the initial hydrant meter installation and for each additional relocation of the meter. Water usage as well as any applicable rental fees or setup / relocation fees will be deducted from deposit fees. Deposit will be forfeited if the City does not retrieve meter.

**City of Sanford FY 2021-2022  
Water and Sewer Tap Rates**

Residential	Tap Size	Rate
<i>Inside and Outside</i>		
Water	3/4"	\$950
Water Meter Set	3/4"	\$125
Sewer	4"	\$1,250
Sewer Retaps:		
If have existing cleanout		No Fee
If city install cleanout		\$200
<b>Commercial and Industrial</b>		
Commercial and Industrial	Tap Size	Rate
<i>Inside and Outside</i>		
Water		At Cost \$950 Minimum
Sewer		At Cost \$1,250 Minimum
Meter Set	3/4"	At Cost \$125 Minimum
Meter Adjustment		At Cost \$75 Minimum

Anything other than residential is classified as a business. Example: Churches, Offices and Industries.

Property being served may be subject to additional fees based on location and "prevailing front footage rate". Contact the City Engineer for particulars.



# SANFORD FIRE DEPARTMENT

POST OFFICE BOX 3729  
SANFORD, NC 27331-3729

OFFICE: 919-775-8316

FAX: 919-775-7018

## FEE SCHEDULE

<b>Permits</b> Any required permits listed in Section 105 of the NC Fire Prevention Code (Unless otherwise noted)	\$	50.00 each
<b>Hazardous Materials</b> As required by table 105.6.20 Of the NC Fire Prevention Code	\$	100.00 each
<b>Routine Maintenance Inspections</b>	\$	N/C
<b>Fire Code Violations *</b> *(No charge if violations have been corrected by the scheduled re-inspection date)	\$	75.00 each

## Construction Reviews/Inspections

<b>Plan Reviews **</b>	\$	50.00 each plus \$ 0.02 per sq. ft.
<b>Certificate of Occupancy</b>	\$	N/C
<b>Fire Protection Systems</b> (New and Renovations)		
<b>Sprinkler Systems **</b>	\$	50.00 plus \$ 0.02 per sq. ft.
<b>Standpipes **</b>	\$	50.00 plus \$ 0.02 per sq. ft.

<b>Fire Alarm Systems **</b>	<b>\$</b>	<b>50.00 plus \$ 0.02 per sq. ft.</b>
<b>Hood Systems **</b>	<b>\$</b>	<b>75.00.</b>
<b>Paint Booths **</b>	<b>\$</b>	<b>100.00</b>
<b>Other Extinguishing Systems **</b>	<b>\$</b>	<b>100.00</b>
<b>Re test</b>	<b>\$</b>	<b>100.00 each</b>

\*Fire Code violations are per each Code section that is not compliant. i.e. multiple exit signs out of service equals 1 violation, multiple fire protection systems out of service equals multiple violations.

\*\*Construction permits for all Fire Protection systems shall be subject to the plan review fees noted above. All construction permits include first acceptance test as may be required. Re-test will be additional.

Permits will be renewed based upon the State mandated inspection schedule. All required permit fees are valid until change of occupancy use, ownership and/or tenant, or until revoked due to non-compliance.

#### Other Permits/Fees

<b>Exhibits and Trade Shows</b>	<b>\$</b>	<b>25.00 each or \$ 250.00 annually</b>
<b>Liquid or Gas Fueled Vehicles/Equipment</b> (In assembly buildings)	<b>\$</b>	<b>25.00 each</b>
<b>Parking in Fire Lane</b>	<b>\$</b>	<b>50.00 each</b>
<b>Temporary Membrane Structures</b> (Tents, Canopies and Air Supported Structures)	<b>\$</b>	<b>50.00 each</b>
<b>Burning Permits</b> (Land Clearing only)	<b>\$</b>	<b>75.00 each</b>
<b>ABC Inspections</b>	<b>\$</b>	<b>100.00 each</b>
<b>Amusement Buildings</b>	<b>\$</b>	<b>100.00 each</b>
<b>Carnivals/Fairs</b>	<b>\$</b>	<b>100.00 each</b>
<b>Combustible Dust Producing Operations</b>	<b>\$</b>	<b>100.00 each</b>
<b>Covered Mall Buildings</b>	<b>\$</b>	<b>100.00 each</b>
<b>Explosives</b>	<b>\$</b>	<b>100.00 each</b>
<b>Fireworks Displays</b>	<b>\$</b>	<b>100.00 each Plus Stand by Personnel</b>
<b>Flammable/Combustible Liquids</b> (Only mandated according to NC Fire Prevention Code)	<b>\$</b>	<b>100.00 each</b>
<b>Fumigation/Insecticide/Fogging</b>	<b>\$</b>	<b>100.00 each</b>
<b>Private Fire Hydrant Removal</b>	<b>\$</b>	<b>100.00 each</b>
<b>Spraying/Dipping</b>	<b>\$</b>	<b>100.00 each</b>
<b>Tank Removal/Installation</b>	<b>\$</b>	<b>100.00 each</b>
<b>STANDBY PERSONNEL</b>	<b>\$</b>	<b>40.00 per hour per Firefighter plus</b>
	<b>\$</b>	<b>250.00 per engine</b>

Minimum of 4 men Engine Company, billed for each hour or portion thereof.

Any work started prior to proper permits being issued is subject to 100% penalty (Permit fees x 2), or \$250.00, whichever is greater.

#### FINES

<b>Open Burning Without Permit</b>	<b>\$</b>	<b>100.00</b>	each
<b>No Key Holder Response</b>	<b>\$</b>	<b>100.00</b>	each
<b>Nuisance Alarms – Effective January 1, 2021</b>			
<b>4<sup>th</sup>. Alarm***</b>	<b>Commercial \$</b>	<b>250.00</b>	<b>Residential \$ 50.00</b>
<b>5<sup>th</sup>. Alarm and over***</b>	<b>Commercial \$</b>	<b>500.00</b>	<b>each Residential \$ 75.00</b>

**\*\*\*3 Nuisance alarms per calendar year at no charge.**

**Nuisance alarms** = any alarm caused by mechanical failure, malfunction, or an alarm activated by a cause that cannot be determined. *Essentially, any alarm, which occurs as a result of a condition that is not normal, or the intended operation of the system.*

#### LIFE SAFETY VIOLATIONS

<b>1<sup>ST</sup>. Offense</b>	<b>\$</b>	<b>150.00</b>
<b>2<sup>nd</sup>. Offense</b>	<b>\$</b>	<b>300.00</b>
<b>3<sup>rd</sup>. Offense</b>	<b>\$</b>	<b>1,000.00</b>

**Life safety violations include each locked, blocked or otherwise impeded means of egress, any deficiencies or impairments, in any fire suppression, detection and or notification devices and or systems, or any other violation that in the opinion of the Fire Code Official may be harmful to any building occupants including but not limited to overcrowding per person over the legal capacity.**

## HAZARDOUS MATERIALS / CONFINED SPACE / TRENCH RESCUE EMERGENCY RESPONSE FEES

<b>RESPONSE UNITS</b>	<b>Inside City Limits Response</b>	<b>County Response</b>
Engine	\$150.00 per unit / per hour	\$250.00 per unit / per hour
Ladder Truck	\$150.00 per unit / per hour	\$250.00 per unit / per hour
Equipment Truck	\$100.00 per unit / per hour	\$150.00 per unit / per hour
1 <sup>st</sup> Response Trailer	\$75.00 per unit / per hour	\$75.00 per unit / per hour
Brush Truck / Tow Vehicle	\$75.00 per unit / per hour	\$75.00 per unit / per hour
Shift Commander	\$35.00 per unit / per hour	\$35.00 per unit / per hour
Additional Command / Chief Office Response	\$35.00 per unit / per hour	\$35.00 per unit / per hour

Above fees include personnel, insurance, and fuel cost. Minimum charge of 2 hours and charged at ½ hour increments thereafter.

### **PERSONNEL**

#### **Paid Personnel:**

(Includes Fire Marshal, Firefighters, Law Enforcement, etc. not included with equipment in above section	1.5 x hourly rate
Support Personnel from other departments	At cost

### **RESPONSE SUPPLIES**

Ropes, haul systems, harness, PPE	Normal re-supply fee
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### **REHAB SUPPLIES**

Food, drinks, snacks, etc.	At Cost
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### **RENTAL EQUIPMENT**

Trucks, backhoes, etc.	At Cost
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### **EQUIPMENT / SUPPLIES NOT LISTED**

Any Equipment / Supplies not listed, but used specifically on the response	At Cost
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### **CONTAMINATED / DAMAGED EQUIPMENT**

The party responsible for the incident shall also be financially responsible for replacement of any routine or specialized equipment that becomes contaminated or damage during response, containment, abatement, and recovery efforts.

\*\*\*\*\*These are minimum charges. If actual costs exceed these minimums, the responsible party shall be liable for any additional cost.

Note: Any fees collected for services provided by the City of Sanford will be retained by the City and any fees collected for services provided by other agencies or entities will be remitted to said agencies or entities upon collection.

## BUILDING PERMIT FEES RESIDENTIAL

<b>RESIDENTIAL (New)</b>	Includes all Single Family Dwellings, Duplexes, and Townhouses.
Building Permit Fee:	Square Footage up to 1500 sq. ft.: \$240 Basic Fee.
	Square Footage over 1500 sq. ft.: Multiply by \$0.20 + \$240.00 (Basic Fee)
	North Carolina Licensed General Contractors add \$10.00 Homeowner Recovery Fund. (G.S.§ 87-15.6).
<b>RESIDENTIAL (Modular Homes)</b>	<p>Additional permits shall be obtained for porches, basements, garages and additional structural alterations to the modular home in accordance with the appropriate fee schedule. Please be aware that separate permits are required for electrical, mechanical and plumbing.</p> <p>In accordance with G.S.§ 87-1 and F.S.§ 143-139.1: any person, firm or corporation that undertakes to erect a modular building must have either a valid NC General Contractors License or provide a \$5,000 Surety Bond.</p>
Building Permit Fee:	1500 sq.ft. or Less - \$135.00
	1501 - 2000 sq. ft. - \$170.00
	2001 sq.ft. and Up - \$205.00
<b>MANUFACTURED HOMES</b>	Manufactured Home Setup Fee only. Refer to Electrical, Plumbing and Plumbing Fee Schedule for other permits.
Single-Wide	\$50.00 each
Double-Wide	\$70.00 each
Triple-Wide	\$85.00 each
<b>OTHER RESIDENTIAL CONSTRUCTION</b>	Includes all Residential Additions.
Building Permit Fee:	<p>Square Footage shall be used to calculate building permit fees. Estimated Cost of Construction is determined at \$80/sq. ft. for Heated Space, \$40/sq. ft. for Unheated Space and \$25/sq. ft. for Unheated Porches, Shelters or Decks. Building permit fee shall be calculated by: \$2.50 per \$1,000 of Estimated Cost of Construction (<i>from calculation above</i>). Minimum Building Permit Fee is \$60.00.</p>
<b>OTHER RESIDENTIAL CONSTRUCTION</b>	Includes all Residential Renovations, Repairs, and Other Residential Construction not listed elsewhere.
Building Permit Fee:	<p>Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$2.50 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.</p>

## BUILDING PERMIT FEES COMMERCIAL

<b>(New) Non-Phased COMMERCIAL and SHELL BUILDINGS</b>	<b>50,000 Square Feet and Less.</b>	
Building Permit Fee:	<p>Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below;</p> <p>Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4</p>	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

<b>(New) Non-Phased COMMERCIAL and SHELL BUILDINGS</b>	<b>50,001 Square Feet and More.</b>	
Building Permit Fee:	<p>Estimated Cost of Construction shall be determined by:</p> <ol style="list-style-type: none"> <li>1. Multiplying the first 50,000 square feet of the total building gross square footage by the cost per square foot for Type of Occupancy listed below.</li> <li>2. Multiplying the square footage in excess of 50,000 square feet by the cost per square foot for Type of Occupancy listed below and add to figure from above.</li> </ol> <p>Permit Fee = Estimated Cost of Construction (from 1 above), divided by \$1,000, multiplied by \$4  <i>Plus</i>            Estimated Cost of Construction (from 2 above), divided by \$1,000, multiplied by \$1.</p>	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

## BUILDING PERMIT FEES COMMERCIAL (continued)

<b>PHASED CONSTRUCTION PERMIT</b>	New commercial projects which involves <u>multiple plan submittals</u> by a contractor who has been hired to do a complete "Turn-key" project for the owner.
Building Permit Fee:	Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$4.00 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.

<b>COMMERCIAL (New)</b>	<b>Modular Units.</b>	
Building Permit Fee:	Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below;  Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

<b>OTHER COMMERCIAL CONSTRUCTION</b>	<b>Includes all Commercial Renovations, Repairs, Tenant Fit-ups, and Other Commercial Construction not listed elsewhere.</b>
Building Permit Fee:	Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$4.00 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.

**BUILDING PERMIT FEES  
MISCELLANEOUS**

<b>MISCELLANEOUS BUILDING PERMITS</b>	
Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Change of Occupancy Permit	\$60.00 each
Daycare Permit	\$75.00 each
Demolition Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Footing/Foundation Permit	\$60.00 each
Malt Beverage License Inspection	\$60.00 each
Moving Building Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Swimming Pool (For Setbacks Only)	\$60.00 each
Tent Permit	\$60.00 each
Outdoor Advertising Sign (For Lee County Only)	\$90.00 each
Other Signs	\$60.00 each

## ELECTRICAL PERMIT FEES

<b>RESIDENTIAL</b>	
<b>RESIDENTIAL (New):</b> Basic Fee \$135.00 (up to 200 Amps) Basic Fee <i>plus</i> \$20.00 per each 100 Amps over 200 Amps	
<b>RESIDENTIAL (Renovations) (Maximum Fee \$135.00):</b> Basic Fee \$60.00 <i>plus</i> any of the following that apply: \$5.00 per Special Outlet (Dryer/Electric Stove/Etc) \$25.00 per subpanel	
<b>RESIDENTIAL (Room Additions) (Maximum Fee \$135.00):</b> Basic Fee \$60.00 <i>plus</i> Room Additions - \$40.00 per Room Addition. <i>plus</i> \$5.00 per Special Outlet (Dryer/Electric Stove/Etc). <i>plus</i> \$25.00 per subpanel.	
<b>MANUFACTURED HOME</b>	Basic Fee \$55.00 each
<b>MODULAR HOMES</b>	\$75.00 each
<b>COMMERCIAL</b>	
0-200 Amps	\$115.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
201-400 Amps	\$135.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
401-600 Amps	\$145.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
601-800 Amps	\$165.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
801-1000 Amps	\$175.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
1001-2000 Amps	\$255.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
2001 & Up AMPS	\$330.00 <i>plus</i> \$5.00 per Special Outlet, <i>plus</i> \$40.00 per subpanel
<b>*Special Outlets - 30 Amp/240 Volt or Greater*</b>	
<b>MISCELLANEOUS ELECTRICAL PERMITS</b>	
Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Conditional Power Fee	\$60.00
Fire Alarm	\$60.00
Electrical for Mechanical Change Outs	\$40.00
Power Restoration	\$60.00
Accessory Building	\$60.00
Service Change (Up to 100 amps)	\$60.00
Service Change (125-200 Amps)	\$75.00
Signs	\$60.00
Special Outlets	\$60.00 Minimum Fee <i>plus</i> \$5.00 each (Special Outlets - 30 Amp/240 Volt or Greater)
Swimming Pool Grounding	\$60.00
Temporary Power Pole	\$60.00



## PLUMBING PERMIT FEES

<b>RESIDENTIAL (New)</b>
Basic Fee \$60.00 plus \$25.00 for every Full Bath \$20.00 for every Half Bath
<b>RESIDENTIAL (Modular Homes)</b>
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line Unfinished Baths require a separate permit at the time of Fit Up.
<b>RESIDENTIAL (Manufactured Homes)</b>
Basic Fee \$50.00
<b>OTHER RESIDENTIAL CONSTRUCTION</b>
Basic Fee \$60.00 plus \$5.50 per fixture ( <i>see plumbing permit application</i> ).
<b>COMMERCIAL (New)</b>
Basic Fee \$60.00 plus \$5.50 per fixture ( <i>see plumbing permit application</i> ).
<b>COMMERCIAL (Modular)</b>
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line
<b>MISCELLANEOUS PLUMBING PERMITS</b>
Basic Fee \$60.00 plus \$5.50 per fixture ( <i>see plumbing permit application</i> ).

## RECORD RESEARCH

Permit Activity Computer Printouts	\$100.00
Archives/History Research (Per Permit)	\$20.00 per hour.
Copies (per page)	\$0.35per page

## SPECIAL NOTES

### 1. FAILURE TO SECURE PERMIT

Failure to obtain the appropriate permit before construction begins shall result in a 100% penalty (double fees). Commencement of or proceeding with any work of which a permit is required by the State Building Code or any other state or local laws (shall include digging footings or moving manufactured homes on site). (G.S. § 153A-357, G.S. § 160A-417; G.S. § 153A-354, G.S. § 160A-414; G.S. § 153A-352, G.S. § 160A-412).

### 2. ISSUANCE OF PERMITS

**Individual trades are responsible for purchasing their respective permits (no blanket permits are issued).**

**If a building permit is required for any job, the building permit must be issued prior to issuance of any trade permits.**

All approvals from other regulatory agencies (local, state, and federal) must be documented (i.e. zoning approval, erosion control, historic district, environmental health, etc.) before building permits will be issued. (G.S. § 153A-357, G.S. § 153A-363, G.S. § 160A-417, G.S. § 160A-423).

It is the contractor's responsibility to meet all requirements of license limitations when making application for permits. (G.S. § 87-14, G.S. § 87-21(e), G.S. § 87-43.1, G.S. § 87-58, G.S. § 153A-134, G.S. § 153A-357, G.S. § 160A-194, G.S. § 160A-417).

The Permit Coordinator will notify the applicant at which time the permit is prepared for issuance and the cost of the permit.

### BUILDING PERMITS

The North Carolina Building Code requires that a permit be issued for "The construction, reconstruction, alteration, repair, movement to another site, removal, or demolition of any building or structure;" Accessory Buildings with any dimension greater than twelve (12) feet are required to meet the provisions of the North Carolina Residential Code for One- and Two-Family Dwellings.

"No permit ...shall be required for any construction, installation, repair, replacement, or alteration costing Five Thousand Dollars (\$5,000) or less in any single family residence or farm building unless the work involves: the addition, repair, or replacement of load bearing structures;"

- Building permits will be issued to a properly licensed North Carolina General Contractor.
- OR
- To the owner of the property on which the building is to be built and occupied by said owner for at least twelve (12) months following completion (no rental property). Volume I-A, G.S. 87-1.
- OR
- To an individual when a general contractor's license is not required. The cost of the undertaking cannot exceed thirty thousand dollars (\$30,000).  
Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to obtain permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

**General Contractors Licensing Limitations:** If the estimated cost of construction from the fee schedule exceeds a contractor's license limitations a copy of the original bid, quote or estimate will be required prior to permit issuance.

HOMEOWNER RECOVERY FUND:

Pursuant to 887-15.6 (b), whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit or for the alteration of an existing single-family residential dwelling unit, a (\$10.00) fee shall be collected from the general contractor for each dwelling unit to be constructed or altered under the permit. The City of Sanford shall forward four dollars (\$9.00) of each fee collected to the Board of General Contractors, on a quarterly basis and the city may retain one dollar (\$1.00) of each fee collected. The Board shall deposit the fees received into the General Fund.

ELECTRICAL PERMITS

Electrical permits are required for "The installation, extension, alteration, or general repair of any electrical wiring, devices, appliances, or equipment."

Electrical permits are issued to a North Carolina properly licensed North Carolina Electrical Contractor  
**OR**

Property owners requesting to perform electrical work upon their own property when such property is not intended at the time for rent, lease, or sale will be required to take and pass an electrical exam prepared by this office. (G.S. § 87-43.1 *Exceptions*).

Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Temporary Service Poles

Temporary Service Poles Inspections are to be made in conjunction with the footing or foundation inspection (permit fee is waived with new building construction only). In order to erect a temporary pole prior to or after the footing or foundation inspection or for renovations or additions, an electrical permit for the temporary pole must be obtained (see fee schedule).

MECHANICAL PERMITS

Mechanical permits are required for "The installation, extension, alteration or general repair of any heating or cooling system;"

- Mechanical permits are issued to a properly licensed North Carolina Mechanical Contractor  
**OR**
  - To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). Volume I-A, G.S. 87-21(a)(5)(ii).

NOTE: Mechanical change-outs and/or relocation of mechanical units require an electrical permit as described above.

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Grease Canopy Hoods do not require a licensed contractor.

**MANUFACTURED HOME PERMITS**

A licensed Dealer or Setup Contractor must obtain Manufactured Home Permits. The owner is allowed to obtain a manufactured home permit only if they are actually setting up the home themselves.

Any manufactured home moved to the site prior to issuance of the necessary permits required will be removed from the site until such time that the proper permits are approved and issued.

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

**MODULAR PERMITS**

A building permit is required for modular homes.

In accordance with G.S. 87-1 and G.S. 143-139.1, any person, firm or corporation that undertakes to erect a modular building must have either a valid North Carolina General Contractors License or provide a five thousand dollar (\$5,000) surety bond for each modular building to be erected.

The permit fee is for the modular setup (footing, foundation, and final). Additional building permits shall be obtained for porches, basements, garages, and additional structural alterations to the modular unit in accordance with the permit fee schedule. A separate permit is required for electrical, mechanical and plumbing permits.

**NO TEMPORARY SERVICE WILL BE AUTHORIZED FOR ANY MODULAR CONSTRUCTION.**

**PLUMBING PERMITS**

**Plumbing permits are required for "The installation, extension, alteration or general repair of any plumbing system;"**

- **Plumbing permits are issued to a properly licensed North Carolina Plumbing Contractor**
- OR**
- **To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). G.S. 87-21(a)(5)(ii).**

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

**RENTAL PROPERTY**

Electrical, Mechanical and Plumbing Permits will not be issued to the owners of rental property.

- **Rental Property – Building Permits**

Building Permits will be issued to the owner or an unlicensed General Contractor where the cost of the undertaking is less than \$30,000. Projects valued at \$30,000 or more require that the permit be issued to a North Carolina Licensed General Contractor only. (G.S. § 87-1).

- **Rental Property – Electrical Permits**

Electrical Permits will be issued to North Carolina Licensed Electrical Contractors only. (G.S. § 87-43.1 (5a) ).

- **Rental Property – Mechanical Permits**

Mechanical Permits will be issued to North Carolina Licensed Mechanical Contractors only. (G.S. § 87-21 (a)(5)(ii) ).

- **Rental Property – Plumbing Permits**

Plumbing Permits will be issued to North Carolina Licensed Plumbing Contractors only. (G.S. § 87-21 (a)(5)(ii)).

**RENEWING EXPIRED PERMITS:**

If any permit expires or is revoked, or if any other permit issued by the inspection department becomes invalid because of no activity, the applicant must apply for a new permit to be issued and pay the appropriate fees.

In order for the requirement that additional fees be paid for re-issuance of an expired permit be waived, the owner/contractor must show proof of work being performed on the job (i.e., valid receipts for labor, materials etc., during the period in which no inspections were performed.) (G.S. § 153A-354, G.S. § 160A-414).

**PERMIT REFUNDS**

Permit fees are non-refundable, unless no work has been performed and no inspections have been made. (G.S. § 153A-354, G.S. § 160A-414).

**POSTING BONDS**

Bonds are required to be posted for moving permits and demolition permits for the City of Sanford. Bonds may be posted in the form of cash, certified check or money order, at the time that a Demolition or Moving Permit is issued. Bonds are non-transferable.

**3. POSTING OF PERMIT CARDS:**

Permit cards must be posted and building plans must be available at all times at the jobsite, or the inspection will not be performed and a \$60 re-inspection fee will be charged.

#### 4. INSPECTIONS

The General Contractor or the person that the Building Permit was issued to must make all inspection requests. (Footings, Foundations, Rough-Ins, Insulation, and Final for C.O.). Electrical, Plumbing & Mechanical Contractors will be responsible to notify the General Contractor when ready for Rough-In, Final, and other inspections.

**\*\*NOTE:** When a construction project requires all four disciplines, i.e., Building, Electrical, Plumbing and Mechanical installations, each discipline will be inspected simultaneously, during one inspection trip. Inspection requests should not be made unless each discipline is ready for a rough-in inspection. A minimum of one (1) day notice is required for all inspections.

All inspections must be called in by the correct address and permit number.

Building Permit Cards must be posted and building plans must be available at the jobsite or the inspection will not be performed and a **\$60 PENALTY FEE WILL BE CHARGED.**

Inspection results will be provided at all jobsites. Passed inspections will be indicated with the appropriate section of the permit card posted on the jobsite. Failed inspections will be identified with the posting of a orange "NOTICE" card accompanied by a "NOTICE OF ADDITION OR CORRECTIONS" sheet. The Inspector will provide these two documents on the jobsite with the permit card. (G.S.§ 153A-352 and G.S.§ 160A-512).

Calls to the inspection department concerning the status of inspections are discouraged. Check permit card at jobsite for inspection results.

Priorities for daily inspections will be as follows:

1. Concrete pours. (i.e. footing and slabs).
2. Open ditches that are a potential danger to the public. (i.e. water & sewer lines and underground electrical)
3. Foundations.
4. Restoration of Electrical Service to existing buildings.
5. Mechanical Change-Outs / Repairs during extreme weather conditions.

#### RE-INSPECTION FEES

The Inspections Department will perform one follow-up inspection to ensure that corrections have been made. Additional inspections shall be termed "re-inspections". A fee of \$60 shall be paid prior to any re-inspection trip. Temporary service poles not inspected in conjunction with footing or foundation inspections will be considered a re-inspection. There will be a \$60.00 re-inspection fee charge if a scheduled inspection is not ready when the inspector arrives on the jobsite.

Any inspection that requires that the owner provide access (i.e. Building, Electrical, Mechanical and Plumbing) the re-inspection fees will be as follows:

- 1<sup>st</sup> Inspection Trip – No Charge. Door Hanger will be left instructing owner to schedule an inspection.
- 2<sup>nd</sup> Inspection Trip, and subsequent trip will result in a \$60 Re-Inspection Fees per Re-Inspection Trip until Inspection is approved. Contractor will be responsible for paying Re-Inspection Fees prior to any Re-Inspections.