PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL
JUNE 16, 2016 – 5:30 PM
COUNCIL CHAMBERS
GEORGETOWN, SC

Notice of this meeting has been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.

1. CALL TO ORDER

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

3. PUBLIC HEARING

A. The purpose of the hearing is to receive citizen input regarding the proposed operating budget and debt millage in the amount of 3.8 mils for five years for Fire Department Equipment purchase.

4. INVOCATION & PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENTS

6. INTRODUCTION OF NEW EMPLOYEES

7. FINANCE

A. Motion to approve second reading of an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2017.

Attachments:

1 Budget Ordinance 16-17 Second Reading06162016 (002) (PDF)
2 Copy of BudgetByOrganization06082016 (PDF)
3 Ladder Truck Purchase (PDF)

B. Motion to Approve the Accommodations & Hospitality Tax Committee Funding Distributions to ten (10) applicants totaling $77,951.

Attachments:

1 Allocation of ATAX Funds 5.25.16 Meeting (PDF)
2 Minutes 5.25.16 (PDF)

8. ENGINEERING

A. Motion to approve contract and payment in the amount of $74,250.00 to Mead & Hunt, Inc. for engineering services for East Bay Park.

Attachments:

1 RFP_East Bay Park Improvements 4.8.16 (PDF)
2 Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (PDF)

9. ADMINISTRATION

A. Motion to Approve 2016 National Safety Month Resolution.

Attachments:

1 2016 Safety Resolution (PDF)

B. Motion to approve Second Semi-Annual Payment to SCMIRF in the amount of $294,410.00 For Property, Liability And Vehicle Insurance and Two Quarterly Payments to SCMIT in the amount of $104,430.00 For Workers Compensation Insurance.

Attachments:

1 SCMIRF INVOICE (PDF)

2 SCMIT INVOICE (PDF)

C. Motion to Approve Revised Payment of Wages Policy.

Attachments:

1 2016-07-01 PAYMENT OF WAGES POLICY (PDF)

2 21-Payment of Wages 9.17.2009 (PDF)

10. CITY ADMINISTRATOR REPORT

11. MINUTES

A. Motion to approve minutes of Special Meetings/Workshops dated April 28, 2016, May 10, 2016 and May 26, 2016 and Regular Meeting dated May 19, 2016.

12. OLD BUSINESS

13. NEW BUSINESS

14. DEPARTMENT MONTHLY REPORTS

A. May 2016 Police Department Report

Attachments:

1 MAY 2016 MAYOR COUNCIL LETTER (PDF)

B. May 2016 Fire Report

Attachments:

1 May 2016 Fire Report (PDF)

C. May 2016 Public Works Department Report

Attachments:

1 MAY.2016 (PDF)

D. May 2016 Fleet Services Report

Attachments:

1 Monthly Report (PDF)

E. May 2016 Electric Utility Department Report

Attachments:

1 may16report (PDF)

F. May 2016 Water Utilities Report

Attachments:

1 May 2016 Water Utilities Report (PDF)

G. May 2016 Engineering Report

Attachments:

1 Engineering Monthly Report_May 2016 (PDF)

H. May 2016 Housing & Community Development Report

Attachments:

1 May 2016 Monthly Report (PDF)

I. May 2016 Finance and IT Departments Report

Attachments:

1 May 2016 Finance & IT Report (PDF)
2 GovDeals-Monthly Rpts FY 15.16 (PDF)
3 Grants-Monthly Rpts FY15.16 (PDF)
4 BudgetPerformanceReport-May 2016 (PDF)

15. EXECUTIVE SESSION

Motion to adjourn the Regular Meeting and enter Executive Session pursuant to Section 30-4-70(a)(1) to discuss hiring of City Administrator and appointments/reappointments to the Planning Commission and Section 30-4-70(a)(2) to receive legal advice and update related to 2016-CP-22-0044 and 0043 (re: 17 / 701 utility project), and Rainey Park.

Motion to adjourn Executive Session and reconvene the Regular Meeting.

NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

16. POSSIBLE ACTION ITEMS UPON RETURN TO OPEN SESSION.

A. Motion to appoint/reappoint members to the City of Georgetown Planning Commission.

B. City Council may take action on matters discussed in Executive Session.

17. ADJOURNMENT

A. Motion to adjourn the Regular Meeting of City Council.

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ORDINANCE

DOC ID: 2061

Council Meeting Date:	16 June 2016
Department:	Finance
Issue Under Consideration:	Motion to approve second reading of an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2017.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	N/A
Options:	
Staff Recommendations:	

Reviews:

Debra Bivens	Completed	05/12/2016 1:24 PM
Chris Carter	Completed	05/13/2016 8:38 AM
Ann U. Mercer	Completed	05/13/2016 8:55 AM
Georgetown City Council	Completed	05/19/2016 5:30 PM

Attachments:

1. 1 Budget Ordinance 16-17 Second Reading06162016 (002) (PDF)
2. 2 Copy of BudgetByOrganization06082016 (PDF)
3. 3 Ladder Truck Purchase (PDF)

MOTION TO APPROVE SECOND READING OF AN ORDINANCE TO ADOPT A BUDGET AND RAISE REVENUE FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA FOR FISCAL YEAR ENDING JUNE 30, 2017.

AN ORDINANCE TO ADOPT A BUDGET AND RAISE REVENUE
FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA
FOR THE FISCAL YEAR ENDING JUNE 30, 2017

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, SOUTH CAROLINA:

SECTION 1. That this Ordinance was adopted by the Georgetown City Council by a positive majority vote.

SECTION 2. That this Ordinance is enacted in order to comply with Section 6-1-320 of the South Carolina Code, 1976 (as amended), following public notice of a public hearing and meeting held on June 16, 2016, at 5:30 pm in the City of Georgetown Council Chambers with public input duly noted.

SECTION 3. That the proposed budget with proposed estimated revenue for payment thereof, as prepared and as contained in and shown by an archived copy on file in the office of the Municipal Clerk, and available for public inspection, which copy is incorporated herein by reference, is hereby adopted and made a part hereof. The budget as shown therein is balanced as to receipts and disbursements in the total sum of $30,773,829.

SECTION 4. That for the fiscal year 2016/2017, a tax of 93.0 mils upon every dollar of the value of all taxable property, real and personal, within the corporate limits of the City of Georgetown be and the same is hereby imposed and levied for the purposes of: (1) defraying the ordinary current expenses of the government of the City of Georgetown for the year 2016/2017; (2) paying the floating indebtedness of said City, if any, during the year 2016/2017; (3) paying interest on the indebtedness of the City of Georgetown, past due or that may become due during the year 2016/2017; provided, however, that pursuant to the provisions of S.C. Code of 1976, Section 12-37-2640, the millage applied by the County Auditor in calculating taxes on motor vehicles licensed during 2016/2017 shall be the millage applicable to other taxable property within the City (i.e., .930 mils). In addition, a debt millage of 4 mils will be assessed for Fire Department Equipment Purchase.

SECTION 5. That to facilitate operations, there shall be established and maintained a General Fund, Enterprise Funds, and other appropriate funds, in such amounts as are provided for in the budget aforesaid, as hereby adopted or as hereafter modified pursuant to law.

SECTION 6. That the City Administrator is hereby authorized to administer the budget and to transfer appropriations within and between departments of each fund if necessary to achieve the goals of the budget. However, no such transfer shall (a) be made from one fund to another fund established pursuant to Section (2) above, or (b) conflict with any previously adopted policy of the City Council. Any change in the budget which would increase or decrease the total of all authorized expenditures must be approved by City Council.

SECTION 7. That if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by valid judgment or decree of any Court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, which remaining parts shall be considered as severable and shall continue in full force and effect.

Attachment: Budget Ordinance 16-17 Second Reading06162016 (002) [Revision 2] (2061 : Motion to Approve an Ordinance to Adopt a Budget

Attachment: Budget Ordinance 16-17 Second Reading06162016 (002) [Revision 2] (2061 : Motion to Approve an Ordinance to Adopt a Budget

SECTION 8. That this ordinance shall take effect, following its first and second reading and adoption, in the manner required by law, effective as of and from July 1, 2016, and shall continue in effect during the next twelve (12) months of the fiscal year 2016/2017.

SECTION 9. In the event that unforeseen expenditures become necessary during the budget year, and such expenditures would cause appropriations of a fund to be exceeded in total, an ordinance amending the original budget will be necessary to appropriate additional funds.

SECTION 10. In accordance with the provisions of Governmental Accounting Standards Board Statement No. 54, "Fund Balance Reporting and Governmental Fund Balance Definitions", the City hereby commits $1,500,000 ("Committed Fund Balance") from the General Fund for Disaster Recovery. Spending for disaster recovery expenditures may occur as approved by City Council.

SECTION 11. Respecting the City's Combined Public Utility System (the "System"), the City maintains its Water Fund, Wastewater Fund and Electric Fund for the collection of revenues derived from each component piece of the System (collectively, the "Funds"). For purposes of the City's outstanding combined public utility system revenue bonds (the "Bonds"), the revenues of the System and amounts on deposit in the Funds are all pledged as security for the Bonds. In keeping with the City's Master Bond Ordinance dated July 28, 2011, as amended on August 20, 2015 and for purposes of the City's Fiscal Year 2017 Budget, the City Council hereby finds and determines, as a fact and after appropriate investigation, as follows:

- The Fiscal Year 2017 Budget appropriates sufficient revenues within the Funds to pay the principal of and interest on all Bonds secured by revenues of the System as and when they become due and payable in one or more bond and interest redemption funds (a.k.a "debt service funds").

- The Fiscal Year 2017 Budget appropriates sufficient revenues within the Funds to provide for the payment of all expenses of administration and operation of the System, as well as such expenses for maintenance as may be necessary to preserve the System in good repair and working order. These appropriations are made to the Funds into multiple accounts, organized by department and line items that collectively serve as the "operation and maintenance fund."

- The City maintains within its Funds an account described generally as the "depreciation expense". Within the Funds there exists:

    - "Depreciation Accounts" that are restricted for purposes of funding depreciation of the respective portions of the System. As of April 30, 2016, the amount on deposit in the collective Depreciation Accounts was in excess of $1.8 million. The Fiscal Year 2017 Budget appropriates an additional $601,600 to the Water Depreciation Account, $827,200 to the Wastewater Depreciation Account and $387,100 to the Electric Depreciation Account. In addition, the Fiscal Year 2017 Budget appropriates through multiple line items in excess of $7.6 million to fund capital improvements for depreciating infrastructure. Upon advice of the City Administrator, and as supported by capital improvement plans prepared by the City's engineers, the Council hereby finds and declares that such appropriations are sufficient (together with the existing balance in the Depreciation Accounts) to build up a reserve for depreciation of the System.

Based on the current levels of funding in the Depreciation Accounts and various capital funding appropriations in the Fiscal Year 2017 Budget, the Council believes that the City's depreciation and contingency fund is adequately and appropriately funded.

- After giving effect to the funding described above, the budgeted revenues for the System exceed the budgeted expenses for the System by an amount of not less than $1,400,000. Accordingly, the Council hereby determines and finds, as a fact and based on the information described above, that the amount of $1,400,000 shall be considered surplus revenues of the System and are hereby budgeted for discretionary transfer to the General Fund.

PASSED by City Council duly assembled this 16th day of June, 2016.

ATTEST:

Ann U Mercer, City Clerk

Jack M Scoville, Jr, Mayor

First Reading: 19 May 2016
Second Reading: 16 June 2016

Approved as to Form:

Elise F Crosby, City Attorney

Attachment: Budget Ordinance 16-17 Second Reading06162016 (002) [Revision 2] (2061 : Motion to Approve an Ordinance to Adopt a Budget

City of Georgetown

FY 2016/17 Annual Budget by Organization Report-

Summary

	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2017 Council Approval 1
Fund: 0010 General Fund				
Revenue				
0010.00 - General Fund,Revenue	$8,362,820.24	$8,651,088.08	$13,298,288.00	$8,451,078.00
Revenue Totals	$8,362,820.24	$8,651,088.08	$13,298,288.00	$8,451,078.00
Expenditures				
0010.01 - General Fund,Administration	$207,123.49	$296,634.94	$3,728,046.00	$295,341.00
0010.01.02 - General Fund,Administration,Mayor and Council	$231,290.47	$232,411.32	$222,406.00	$211,902.00
0010.04 - General Fund,Finance	$254,421.32	$315,547.86	$290,303.00	$293,277.00
0010.05.05 - General Fund,Police,Police Staff Services	$2,974,894.14	$3,208,072.89	$3,004,245.00	$2,966,871.00
0010.05.07 - General Fund,Police,Victim's Advocate	$51,097.43	$54,458.71	$58,648.00	$56,288.00
0010.05.26 - General Fund,Police,Grants	$10,486.03	$17,283.33	$36,641.00	$21,000.00
0010.05.28 - General Fund,Police,Safe Streets	$2,134.56	$4,185.51	$6,625.00	$6,625.00
0010.09 - General Fund,Housing and Community Dev.	$303,873.96	$377,626.25	$448,003.00	$466,832.00
0010.10 - General Fund,Municipal Court	$178,239.07	$183,119.98	$196,109.00	$186,237.00
0010.11 - General Fund,Fire	$2,347,794.72	$2,371,092.38	$3,756,754.00	$2,413,421.00
0010.12 - General Fund,Public Works	$1,268,042.86	$1,241,966.42	$1,059,600.00	$1,030,437.00
0010.13 - General Fund,Information Technology	$38,280.17	$14,036.36	($11,300.00)	$0.00
0010.14 - General Fund,Fleet Services	$11,096.25	$25,704.35	$210.00	$0.00
0010.20 - General Fund,General Government	$820,788.22	$537,750.50	$501,998.00	$472,377.00
0010.21 - General Fund,Debt Service	$0.00	$0.00	$0.00	$30,470.00
Revenue Totals:	$8,362,820.24	$8,651,088.08	$13,298,288.00	$8,451,078.00
Expenditure Totals	$8,699,562.69	$8,879,890.80	$13,298,288.00	$8,451,078.00
Fund Total: General Fund	($336,742.45)	($228,802.72)	$0.00	$0.00
Fund: 0011 Debt Service				
Revenue				
0011.00 - Debt Service,Revenue	$298.62	$1,503.77	$0.00	$128,778.00
Revenue Totals	$298.62	$1,503.77	$0.00	$128,778.00
Expenditures				
0011.21 - Debt Service,Debt Service	$0.00	$0.00	$0.00	$128,778.00
Revenue Totals:	$298.62	$1,503.77	$0.00	$128,778.00
Expenditure Totals	$0.00	$0.00	$0.00	$128,778.00
Fund Total: Debt Service	$298.62	$1,503.77	$0.00	$0.00
Fund: 0012 Capital Projects Reserve Fund				
Revenue				
0012.00 - Capital Projects Reserve Fund,Revenue	$0.00	$0.00	$0.00	$733,535.00
Revenue Totals	$0.00	$0.00	$0.00	$733,535.00
Expenditures				
0012.26 - Capital Projects Reserve Fund,Special Projects	$0.00	$0.00	$664,050.00	$733,535.00
Revenue Totals:	$0.00	$0.00	$0.00	$733,535.00

Expenditure Totals	$0.00	$0.00	$664,050.00	$733,535.00
Fund Total: Capital Projects Reserve Fund	$0.00	$0.00	($664,050.00)	$0.00
Fund: 0017 Federal Grants				
Revenue				
0017.00 - Federal Grants,Revenue	$83,896.14	$90,926.11	$2,000.00	$0.00
Revenue Totals	$83,896.14	$90,926.11	$2,000.00	$0.00
Expenditures				
0017.69 - Federal Grants,Federal Grants	$83,896.14	$137,784.59	$2,000.00	$0.00
Revenue Totals:	$83,896.14	$90,926.11	$2,000.00	$0.00
Expenditure Totals	$83,896.14	$137,784.59	$2,000.00	$0.00
Fund Total: Federal Grants	$0.00	($46,858.48)	$0.00	$0.00
Fund: 0018 State and Local Grants				
Revenue				
0018.00 - State and Local Grants,Revenue	$4,000.00	$3,994.60	$6,000.00	$6,000.00
Revenue Totals	$4,000.00	$3,994.60	$6,000.00	$6,000.00
Expenditures				
0018.70 - State and Local Grants,State and Local Grants	$4,000.00	$3,994.60	$6,000.00	$6,000.00
Revenue Totals:	$4,000.00	$3,994.60	$6,000.00	$6,000.00
Expenditure Totals	$4,000.00	$3,994.60	$6,000.00	$6,000.00
Fund Total: State and Local Grants	$0.00	$0.00	$0.00	$0.00
Fund: 0020 State Accommodations Tax				
Revenue				
0020.00 - State Accommodations Tax,Revenue	$52,113.83	$121,334.89	$100,060.00	$105,175.00
Revenue Totals	$52,113.83	$121,334.89	$100,060.00	$105,175.00
Expenditures				
0020.33 - State Accommodations Tax,State Accommodations Tax	$85,050.99	$92,466.66	$100,060.00	$105,175.00
Revenue Totals:	$52,113.83	$121,334.89	$100,060.00	$105,175.00
Expenditure Totals	$85,050.99	$92,466.66	$100,060.00	$105,175.00
Fund Total: State Accommodations Tax	($32,937.16)	$28,868.23	$0.00	$0.00
Fund: 0022 Local Hospitality/ATax				
Revenue				
0022.00 - Local Hospitality/ATax,Revenue	$793,382.68	$864,783.27	$1,734,277.00	$1,172,944.00
Revenue Totals	$793,382.68	$864,783.27	$1,734,277.00	$1,172,944.00
Expenditures				
0022.08 - Local Hospitality/ATax,Winyah Auditorium	$8,149.81	$6,812.30	$41,921.00	$4,910.00
0022.23 - Local Hospitality/ATax,Old Hospitality Fees	$128,592.39	$111,167.01	$164,000.00	$508,000.00
0022.24 - Local Hospitality/ATax,New Hospitality Fees	$63,632.69	$117,969.52	$1,343,000.00	$422,482.00
0022.29 - Local Hospitality/ATax,Kaminski House	$200,425.41	$194,671.16	$202,856.00	$237,552.00
Revenue Totals:	$793,382.68	$864,783.27	$1,734,277.00	$1,172,944.00
Expenditure Totals	$400,800.30	$430,619.99	$1,751,777.00	$1,172,944.00
Fund Total: Local Hospitality/ATax	$392,582.38	$434,163.28	($17,500.00)	$0.00
Fund: 0030 Electric Utility Fund				
Revenue				
0030.00 - Electric Utility Fund,Revenue	$13,321,217.05	$13,302,724.60	$13,289,661.00	$12,735,255.00
Revenue Totals	$13,321,217.05	$13,302,724.60	$13,289,661.00	$12,735,255.00
Expenditures				

0030.19 - Electric Utility Fund,Electric	$13,127,976.89	$12,655,413.79	$13,966,293.00	$12,734,034.00
0030.36 - Electric Utility Fund,Fiber Optics	$1,336.38	$1,220.52	$1,220.00	$1,221.00
Revenue Totals:	$13,321,217.05	$13,302,724.60	$13,289,661.00	$12,735,255.00
Expenditure Totals	$13,129,313.27	$12,656,634.31	$13,967,513.00	$12,735,255.00
Fund Total: Electric Utility Fund	$191,903.78	$646,090.29	($677,852.00)	$0.00
Fund: 0031 Water Utility Fund				
Revenue				
0031.00 - Water Utility Fund,Revenue	$1,920,072.49	$2,458,679.66	$2,307,407.00	$2,509,440.00
Revenue Totals	$1,920,072.49	$2,458,679.66	$2,307,407.00	$2,509,440.00
Expenditures				
0031.15 - Water Utility Fund,Water Distribution	$877,463.39	($633,740.93)	$1,011,218.00	$1,021,855.00
0031.16 - Water Utility Fund,Filtration	$1,131,650.57	$2,653,266.41	$1,236,529.00	$1,301,825.00
0031.41 - Water Utility Fund,General & Administrative	$62,329.71	$6,689.03	($66,100.00)	$0.00
0031.42 - Water Utility Fund,Engineering Services	($4,005.03)	$0.00	$192,957.00	$185,760.00
Revenue Totals:	$1,920,072.49	$2,458,679.66	$2,307,407.00	$2,509,440.00
Expenditure Totals	$2,067,438.64	$2,026,214.51	$2,374,604.00	$2,509,440.00
Fund Total: Water Utility Fund	($147,366.15)	$432,465.15	($67,197.00)	$0.00
Fund: 0032 Wastewater Fund				
Revenue				
0032.00 - Wastewater Fund,Revenue	$3,118,348.07	$3,939,247.62	$3,363,107.00	$3,113,904.00
Revenue Totals	$3,118,348.07	$3,939,247.62	$3,363,107.00	$3,113,904.00
Expenditures				
0032.18 - Wastewater Fund,Wastewater Collections	$1,153,558.71	$1,198,194.65	$1,327,027.00	$1,165,309.00
0032.34 - Wastewater Fund,Regional Wastewater Plant	$1,515,877.47	$1,440,499.06	$1,596,646.00	$1,403,380.00
0032.34.17 - Wastewater Fund,Regional Wastewater Plant,Wastewater Treatment	$535,240.18	$541,089.27	$539,000.00	$545,215.00
Revenue Totals:	$3,118,348.07	$3,939,247.62	$3,363,107.00	$3,113,904.00
Expenditure Totals	$3,204,676.36	$3,179,782.98	$3,462,673.00	$3,113,904.00
Fund Total: Wastewater Fund	($86,328.29)	$759,464.64	($99,566.00)	$0.00
Fund: 0033 Stormwater Utility Fund				
Revenue				
0033.00 - Stormwater Utility Fund,Revenue	$502,604.87	$503,679.68	$677,340.00	$911,811.00
Revenue Totals	$502,604.87	$503,679.68	$677,340.00	$911,811.00
Expenditures				
0033.40 - Stormwater Utility Fund,Storm Water Utlity Exp.	$862,512.94	$882,206.46	$677,340.00	$911,811.00
Revenue Totals:	$502,604.87	$503,679.68	$677,340.00	$911,811.00
Expenditure Totals	$862,512.94	$882,206.46	$677,340.00	$911,811.00
Fund Total: Stormwater Utility Fund	($359,908.07)	($378,526.78)	$0.00	$0.00
Fund: 0035 Waste Management Fund				
Revenue				
0035.00 - Waste Management Fund,Revenue	$913,560.05	$913,785.18	$924,189.00	$872,909.00
Revenue Totals	$913,560.05	$913,785.18	$924,189.00	$872,909.00
Expenditures				
0035.31 - Waste Management Fund,Residential Sanitation	$818,276.06	$929,575.66	$952,331.00	$872,909.00
Revenue Totals:	$913,560.05	$913,785.18	$924,189.00	$872,909.00
Expenditure Totals	$818,276.06	$929,575.66	$952,331.00	$872,909.00

Fund Total: Waste Management Fund	$95,283.99	($15,790.48)	($28,142.00)	$0.00
Fund: 0086 Seized and Forfeited				
Revenue				
0086.00 - Seized and Forfeited,Revenue	$55,398.47	$13,516.19	$49,475.00	$33,000.00
Revenue Totals	$55,398.47	$13,516.19	$49,475.00	$33,000.00
Expenditures				
0086.05 - Seized and Forfeited,Police	$11,095.78	$10,380.69	$49,475.00	$33,000.00
Revenue Totals:	$55,398.47	$13,516.19	$49,475.00	$33,000.00
Expenditure Totals	$11,095.78	$10,380.69	$49,475.00	$33,000.00
Fund Total: Seized and Forfeited	$44,302.69	$3,135.50	$0.00	$0.00
Revenue Grand Totals:	$29,127,712.51	$30,865,263.65	$35,751,804.00	$30,773,829.00
Expenditure Grand Totals:	$29,366,623.17	$29,229,551.25	$37,306,111.00	$30,773,829.00
Net Grand Totals:	($238,910.66)	$1,635,712.40	($1,554,307.00)	$0.00

FINANCING CHOICES FOR LADDER TRUCK

May 10th Budget Workshop

- 10 year term for debt millage
- $800,000 principal amount
- 2.07% interest (estimated)
- Interest paid = $156,661

May 26th Special Meeting

- 5 year term for debt mileage
- $200,00 from Capital Project Fund
- $615,000 to be financed
- 1.55% interest (estimated)
- Interest paid=$28,186

LADDER TRUCK PURCHASE

- Cost to purchase $800,000
- Down payment $200,000 (from Capital Projects Fund)
- Amt. to Finance $600,000
- Plus financing cost *$615,000*

LADDER TRUCK AMORTIZATION

Loan Amount:	$615,000.00
Interest Rate (%):	1.55%
Number of Years:	5
Number of Payments Per Year:	1
Start Date (optional):	01-Feb-2016

Scheduled Payment Amount:	$128,778.14
Total No. Payments:	5
Total Payment Amount:	$643,890.71
Total Interest Paid:	$28,890.71
Date of Last Payment:	01-Feb-2021

DEBT SERVICE MILLAGE IMPLICATION

- Annual debt service $128,778
- Each 1 mil in levy generates $32,896 @ 95% collecton rate
- *Mils* required to cover annual Debt Service for Ladder Truck 3.9

Attachment: Ladder Truck Purchase (2061 : Motion to Approve an Ordinance to Adopt a Budget and Raise Revenue for FY 2016/2017.)

DEBT SERVICE MILLAGE IMPLICATION

- $150,000 Home Appraisal
  - Owner occupied 4% ratio
  - $6,000 Assessment
  - $24 annual additional property tax

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 2080

Council Meeting Date:	16 June 2016
Department:	Finance
Issue Under Consideration:	Motion to Approve the Accommodations & Hospitality Tax Committee Funding Distributions to ten (10) applicants totaling $77,951.
Amount Requested:	$77,951 (See attached List)
Is Item in Current Budget?	Yes.
If no, please explain:	
Financial Impact:	Awards will promote tourism in the City, therefore increasing revenue.
Points to Consider:	ATAX funds must be distributed timely to meet State compliance and regulations.
Options:	Approve, Amend or Deny awards as presented.
Staff Recommendation:	Approve as presented.

Reviews:

Debra Bivens Completed 06/08/2016 1:32 PM
Chris Carter Completed 06/08/2016 1:38 PM
Ann U. Mercer Completed 06/08/2016 2:43 PM
Georgetown City Council Pending 06/16/2016 5:30 PM

Attachments:

1. 1 Allocation of ATAX Funds 5.25.16 Meeting (PDF)
2. 2 Minutes 5.25.16 (PDF)

City of Georgetown

AGENDA ITEM REQUEST FORM

	Insert N/A if a line is not relevant to the request. Each line must be completed.
Council Meeting Date:	June 16, 2016
Department:	Finance
Issue under Consideration:	Motion to Approve the Accommodations & Hospitality Tax Committee Disbursement Recommendation of FY 2016/2017 Accommodations & Hospitality Tax Funds to Eight (8) Applicants.
Amount Recommended:	$77,951 **1. Atlantis Design**-HistoricGeorgetown.com Website $4,300 HTAX **2**. **Bethel AME Church**-106th Session of the SC Palmetto Annual AME Conference $4,386 ($1,700 ATAX, $2,686 HTAX) **3**. **Friends of the Kaminski House**-Marketing Downtown Georgetown as a Wedding Destinatior $8,050 ($7,000 ATAX, $1,050 HTAX) **4**. **Georgetown Bridge2Bridge Run Committee/Friendship Place**-Historic Georgetown Bridge2Bridge Run (October 2016) $12,640 HTAX **5. Georgetown Bulldog Booster Club** -International Paper Baseball Classic (March 2017) $7,240 ($5,650 ATAX, $1,590 HTAX) -23rd Annual Steeltown Shootout (November 2016) $1,040 ATAX **6. Georgetown Business Association-**Music In The Park $14,934 ($9,800 ATAX, $5,134 HTA **7. Harbor Historical Association** - 26th Annual Wooden Boat Show (October 2016) $14,261 ATAX - SC Maritime Museum Construction & Display of the Henrietta $9,600 ($7,000 ATAX, $2,60 HTAX) **8. Winyah Auditorium** - Website $1,500 ATAX
If no, please explain:	
Financial Impact:	Awards will promote tourism in the City, therefore increasing revenue.
Points to Consider:	ATAX funds must be distributed timely to meet State compliance regulations.
Options:	Approve, Amend or Deny awards as presented.
Staff Recommendations:	N/A
Date submitted	June 8, 2016
List Attachments:	Minutes of Accommodations & Hospitality Tax Committee meeting held May 25, 2016

Attachment: Allocation of ATAX Funds 5.25.16 Meeting (2080 : Motion to Approve the A-Tax/H-Tax Committee Funds Distrbution)

CITY OF GEORGETOWN
ACCOMMODATIONS & HOSPITALITY TAX ADVISORY COMMITTEE

MINUTES
WEDNESDAY May 26, 2016

Members Present**:** Brandy Rogerson, Rodney Long, Meg Tarbox, Adele Rowell, and Teri Holland
Members Absent: Ginger Gray and Wendy Carraway

Staff Present: Eliza Jagger

1. **Call to order**
   Eliza Jagger, Accountant, called the meeting to order at 4:02 PM.

2. **Welcome new Committee Members and Reappointment**
   a. Rodney Long: Owner, Po Boys Discount Equipment: Member at Large
   b. Reappointment-Adele Rowell: Owner, Head Over Heels: Hospitality-Other
   c. Reappointment-Ginger Gray: Owner, Doodlebugs: Hospitality-Other

3. **Review and Approve Minutes (Attachments A-1 and A-2)**
   a. Minutes from the meeting held August 26, 2015 were reviewed. Motion to approve minutes made by Meg Tarbox and seconded by Brandy Rogerson. Motion passed unanimously.
   b. Minutes from the meeting held September 3, 2015 were reviewed. Motion to approve minutes made by Meg Tarbox and seconded by Brandy Rogerson. Motion passed unanimously.

4. **Review Accommodations Tax Revenue Schedule (Attachment B)**
   Eliza Jagger reviewed the Accommodations Tax Revenue report which shows revenue by quarter from FY 2011/2012 through FY 2015/2016. Accommodations and Hospitality tax funds available for awards calculated as follows:

FY 2014/2015 Balance Forfeited	$11,944
FY 2015/2016 Balance Forfeited	$ 3,379
FY 2015/2016 Allocation for Tourism	$32,628
Total ATAX funds available	$47,951
Total HTAX funds available	$30,000
Total funds available for allocation	**$77,951**

5. **Presentations by the Applicants**:

   a. Atlantis Design-HistoricGeorgetown.com Website $4,300
   Suzanne Doyle presented the request of funds for website hosting and domain name, maintenance, expansion and improvements, and promotional efforts to fund HistoricGeorgetownSC.com website. The website was created as a directory of shops, restaurants, tours and Museums in the Historic Downtown area. Ms. Doyle noted that there have been 65,950 visitors to the site, which is up 32% from last year and of those visitors 80% were unique or new visitors. The site is mobile and tablet friendly with an events calendar, which is updated frequently, and sends out email blasts to inform visitors of upcoming events. Ms. Doyle also explained that her site includes direct links to businesses in the City which is beneficial to everyone promoting tourism.

Attachment: Minutes 5.25.16 (2080 : Motion to Approve the A-Tax/H-Tax Committee Funds Distrbution)

b. *Bethel AME Church-106th Session of the SC Palmetto Annual AME Conference (August 2016) $15,107*

Ms. Tressa Devlin represented the AME Church to request funding for the Annual AME Conference which will be held August 6-13, 2016. Per Ms. Devlin, Georgetown will be the first City that the new Bishop visits after his appointment which should draw at least 1,000 visitors on Tuesday and Saturday of the Conference, which will be open to the public. The funding will provide transportation and security on the event days to accommodate for the large number of elderly attendees. There will also be a Beautification project, which includes interior and exterior painting of the church.

c. *Friends of the Kaminski House- Marketing Downtown Georgetown as a Wedding Destination Site $8,050*

Kim Leatherwood requested funds to promote the Kaminski House Museum and Downtown Georgetown as a Wedding Destination through online and print ads. The site now offer three venues at the Kaminski House Museum including the Stewart Parker House, the Kaminski House Lawn, and the newest addition Terrace Side Garden. Since the last funded project the Kaminski House hosted 17 weddings. The ads for the Kaminski House will be featured in highly popular bridal resources including Wedding Wire, The Knot, and Charleston Magazine.

d. *Georgetown Bridge2Bridge Run Committee/Friendship Place-6th Annual Historic Georgetown Bridge2Bridge Run (Oct 2016) $22,870*

The Bridge2Bridge Run will be held October 8, 2016 and will include a half marathon, 12K, 5K, and Kids Fun Run. Through data research, the Committee has discovered that 22% of its participants come from out of State. Mr. Hutto hopes that the Run will continue to grow and hopes to work with other organizations to extend this event into the evening. The Georgetown Bridge2Bridge Run Committee is requesting funds for banners, t-shirts, Facebook & print ads, public service fees, restrooms, and a billboard to increase attendance.

e. *Georgetown Bulldog Booster Club*

i. International Paper Baseball Classic (March 2017) $7,240

The 27th Annual International Paper Baseball Classic will be held in March 2017 at the Historic Mike Johnson Park. It is comprised of the top rated high school teams in South Carolina including the State Champions, 24 out of the 26 years that it has been held. Funds requested by Alicia Johnson include national and regional advertising, new website app, local advertising, grounds and field maintenance, portable toilet rental and tents, and refurbishment of the Historic Scoreboard.

ii. 23rd Annual Steel-Town Basketball Shootout (Nov 2016) $1,920

This year the Georgetown Bulldog Booster Club will host its 23rd Annual Steel-Town Basketball Shootout from November 18th – 22nd, 2016. The four night tournament is made up of eight (8) teams, including four (4) local teams and four (4) out of area teams. Per Mr. Richard Butts, Assistant Coach, the event draws teams, parents, school staff, and fans to Georgetown each year. Mr. Butts requested funding for promotional apparel and accessories, advertising, and cleaning.

f. *The Georgetown Business Association-Music In the Park $21,700*

Michele Overton and Pam Timmons represented the Georgetown Business Association to request funding for Music in the Park. They have already had requests from locally and nationally known bands to perform, including a Jimmy Buffet band from Charlotte who has a large fan base. They will also bring in popular coastal bands that have a following that will travel to Georgetown. The Music in the Park events are held every 1st and 3rd Thursday from April to October 2016 to draw people to Downtown Georgetown. The GBA hopes to expand popularity of this event through well-known musician bookings, including talent from Nashville.

g. *Georgetown County Museum – Georgetown County Museum Promotional Campaign $7,060*

There was no representative at the Meeting so they are ineligible for funding.

Attachment: Minutes 5.25.16 (2080 : Motion to Approve the A-Tax/H-Tax Committee Funds Distrbution)

h. Harbor Historical Association

i. 27th Annual Wooden Boat Show Promotion-Tents-Portolets $15,400

Sally Swineford requested funding for the 27th Annual Wooden Boat Show that will be held in October 2016. This two day event draws a crowd of approximately 15,000 visitors and based on data collected, 10,500 are tourist. Promotion for this event will be in the form of a Wooden Boat Magazine ad, SCIWAY feature, brochures, billboards, website, and social media. Ms. Swineford also asked for funding for tents and Portolets during the event.

ii. SC Maritime Museum Build & Display Henrietta Ship Model $9,600

Robert McAlister described the uniqueness and importance of the building and display of the Henrietta ship model. He noted that the original Henrietta was the largest wooden sailing ship ever built in SC and the only cargo ship of its kind ever built in the southeastern US. The addition of this exclusive model will vastly improve museum attendance as other ship models have in the Museum's past. They have documented visitors from as far away as Scotland and England.

i. ***Winyah Auditorium – Website $1,500***

The Winyah Auditorium's main tool to inform the public about the availability of the Auditorium and to publicize events is their website. Mr. Timothy Miller, Finance Chair, noted that the funding requested will be used for the maintenance and update of the website. The number of attendees at the events has gone up 50 percent and the rental of the Winyah Auditorium is going through a resurgence. The Auditorium maximum occupancy is 275 and Es'Dorn Room maximum occupancy is 85.

6. **Discuss Applications and Allocate Accommodations Tax Funds (Attachment C)**

The Committee discussed the applications for Accommodations and Hospitality Tax funding and recommends the following awards:

Applicant	Request	ATAX Funds	HTAX Funds	Project/Event
Atlantis Design	$4,300	-	$4,300	HistoricGeorgetownSC.com Website
Bethel AME Church	$15,107	$1,700	$2,686	106th Session of the SC Palmetto Annual AME Conference
Friends of the Kaminski House	$8,050	$7,000	$1,050	Marketing Downtown Gtn as a Wedding Destina
Gtn Bridge2Bridge Committee/Friendship Place	$22,870	-	$12,640	6th Annual Historic Gtn Bridge2Bridge Run
Gtn Bulldog Booster Club	$7,240	$5,650	$1,590	International Paper Baseball Classic (March 2
	$1,920	$1,040	-	23rd Annual Steeltown Basketball Shootout (Nov 2016)
Gtn Business Association	$21,700	$9,800	$5,134	Music In The Park
Gtn County Museum*	$7,060	-	-	Gtn County Museum Promotional Campaign
Harbor Historical Association	$15,400	$14,261	-	27th Annual Wooden Boat Show Promotions-Tents-Portolets
	$9,600	$7,000	$2,600	SC Maritime Museum Build & Display Henrietta Ship Model
Winyah Auditorium	$1,500	$1,500	-	Website
Total	**$114,747**	**$47,951**	**$30,000**	

*Georgetown County Museum representative was not present at the Meeting and therefore is ineligible for funding.
Note: For profit organizations are not eligible for Accommodation Tax per TERC, State Review Board.

Motion to recommend Council approved award of Accommodations and Hospitality Tax funds as listed made by Brandy Rogerson and seconded by Teri Holland. Motion passed unanimously.

Attachment: Minutes 5.25.16 (2080 : Motion to Approve the A-Tax/H-Tax Committee Funds Distrbution)

7. **Accommodation & Hospitality Committee (Attachment D)**
    a. Eliza Jagger listed the members of the Committee whose terms would end June 30, 2017:
        i. Teri Holland: Hospitality-Lodging
        ii. Brandy Rogerson: Hospitality Lodging
        iii. Wendy Carraway: Cultural
        iv. Meg Tarbox: Member at Large

    Ms. Holland, Ms. Rogerson, and Ms. Tarbox were asked to serve another two year term through June 30, 2019 and they agreed.

    b. Eliza Jagger will contact Wendy Carraway to ask if she will serve another term through June 30, 2019.

    The reappointment will be sent to Council for approval at a later date.

8. **The Meeting adjourned at 6:13PM**

Respectfully submitted,

Eliza Jagger
Accountant

Attachment: Minutes 5.25.16 (2080 : Motion to Approve the A-Tax/H-Tax Committee Funds Distrbution)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 2078

Council Meeting Date:	16 June 2016
Department:	Engineering
Issue Under Consideration:	Motion to approve contract and payment in the amount of $74,250.00 to Mead & Hunt, Inc. for engineering services for East Bay Park.
Amount Requested:	**$74,250.00**
Is Item in Current Budget?	Yes.
If no, please explain:	
Financial Impact:	Improvements for East Bay Park was budgeted in the 2015-2016 fiscal year. However, no work took place during this time period. Design and Construction work is being rescheduled for the new 2016-2017 budget year under the Hospitality Tax.
Points to Consider:	The proposal is for engineering services to provide drainage improvements, regrade and elevate low lying areas, installation of parking lot for boat trailers in front of boat landing, new parking lot adjacent and north of boat landing, and a new parking lot east of existing baseball fields. Work will require partial removal of existing chain link fence and baseball field facilities. Coordination with County will be required.
Options:	The proposal includes a base fee of $66,650; and an alternate fee for a new recreational walking trail of $7,600 for a total amount of $74,250.
Staff Recommendation:	I recommend City Council to approve both the base fee and alternate fee under this request.

Reviews:

Orlando Arteaga Completed 06/08/2016 11:33 AM
Finance Completed 06/08/2016 1:04 PM
City Attorney Completed 06/08/2016 2:39 PM
Chris Carter Completed 06/08/2016 4:04 PM
Ann U. Mercer Completed 06/08/2016 4:12 PM
Georgetown City Council Pending 06/16/2016 5:30 PM

Attachments:

1. 1 RFP_East Bay Park Improvements 4.8.16 (PDF)
2. 2 Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (PDF)

City of Georgetown, SC

REQUEST FOR PROPOSAL

Professional Engineering and Landscape Design Services For East Bay Park Improvements

RFP # 12-2016-003

Due: May 6, 2016 at 2:00 PM EST

Release Date: April 8, 2016

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

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VI. PROPOSAL REQUIREMENTS

VII. PROJECT SCHEDULE

VIII. SELECTION CRITERIA

IX. ATTACHMENTS
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Exhibit B

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

I. INVITATION TO SUBMIT REQUEST FOR PROPOSAL

RFPs must be submitted in sealed envelopes and clearly marked as follows:

"REQUEST FOR PROPOSAL FOR
CIVIL ENGINEERING AND LANDSCAPE DESIGN SERVICES
FOR EAST BAY PARK IMPROVEMENTS"

CITY OF GEORGETOWN, SC

RFP# 12-2016-003

Proposals submitted by mail must meet the same requirements as hand delivered submittals and should be addressed as follows:

Professional Engineering Services
For East Bay Park Improvements in the City of Georgetown, SC
c/o Purchasing Agent
City of Georgetown
P.O. Drawer 939 (29442)
120 N. Fraser Street (29440)
Georgetown, South Carolina

The deadline for submittal is **2:00 pm EST on Friday, May 6, 2016**. Proposals received after the deadline will not be accepted for any reason. The City will not accept faxed or emailed proposals. The official clock shall be that of the Purchasing Agent.

Three (3) copies of the written proposal of reproducible quality must be submitted. All project updates and/or Addenda, if any, will be posted on the City's website at www.cogsc.com under "Current Bids". It is the responsibility of the proposer to obtain this information from the City's website.

All procurement procedures are subject to the City of Georgetown's procurement policies as outlined in Section 2-188 of the City's Municipal Code.

QUESTIONS:

Questions regarding this Request for Proposal (RFP) should be submitted in writing to Orlando Arteaga, P.E., City Engineer, via email to oarteaga@cogsc.com, no later than 5:00 pm EST on Wednesday, April 27, 2016. All submittals shall include the following:

Questions - RFP# 12-2016-003
Civil Engineering and Landscape Services – East Bay Park Improvements

Answers to questions will be posted on the City's website at www.cogsc.com under "Current Bids" as an Addendum no later than 5:00 pm EST on Wednesday, May 4, 2016. No questions will be accepted after the aforementioned deadline.

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

II. RFP PROCESS:

The City of Georgetown will conduct the selection of a pre-qualified and experienced firm in providing Design, Permitting, Bidding and Construction Management Services as described on this RFP. Award for this project will be handled in the following manner:

1. In August of 2014, the City of Georgetown accepted submittal packages in response to a Request for Qualification (RFQ) for engineering services for public improvement projects. Firms interested to work for the City of Georgetown have been identified.

2. This RFP document is available to pre-qualified firms and accessible on the City's website at www.cogsc.com under "Current Bids" or by contacting the City Engineer at 843-545-4501 or oarteaga@cogsc.com.

3. The submittals will be received and evaluated as described in this RFP. At the City's discretion, a short list of the most qualified proposers may be compiled and these may be asked to make oral presentations to the City of Georgetown.

4. At the conclusion of the RFP process, City staff will identify a candidate firm based on qualifications and competitive fee. The pre-selected firm will then be presented to the Georgetown City Council for approval.

5. A consultant will then be selected subject to City Council's approval.

6. The City of Georgetown will notify the approved consultant of the intent to enter into an agreement for professional consulting services as outlined on this RFP.

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

III. BACKGROUND

Georgetown, South Carolina is an incorporated municipality with a population of approximately 9,163 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach and is the end point to the area commonly known as the "Grand Strand". Tourism is a major economic driver in the area as well as local industries including International Paper.

East Bay Park consists of 23.33 acres and the site's general land cover consists of open field, live oaks, pine trees and wetland areas. East Bay Park is located along the Waccamaw, Pee Dee and Sampit Rivers. East Bay Park is a small peninsula projecting out into these rivers and looking out over Winyah Bay.

The City owns East Bay Park but leases the park to Georgetown County Parks and Recreation. The existing athletic and recreational facilities include unpaved parking lots, dilapidated buildings, baseball fields, batting cages, tennis courts and a playground area.

East Bay Park suffers from continuous exposure to high-tide flooding and poor drainage conditions particularly at the south end of the park. However, the park attracts many people including boaters utilizing the nearby boat launch facilities.

The City is currently soliciting consultants to provide civil engineering and landscape design services to convert a conceptual plan into design plans to improve the image of the park while maintaining the "passive" attractiveness of the area.

The first priority will be design and construction of vehicular and boat trailer parking, drainage, recreational walking trail, and ground improvements during the 2016-2017 fiscal year. The design of the athletic facilities: multi-purpose baseball fields and soccer/football field will not take place until the 2017-2018 fiscal year.

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

IV. SCOPE OF WORK

Provide design and construction management services to improve the southern half section of East Bay Park. The selected consultant shall be authorized to work in the state of South Carolina specializing in civil engineering and landscaping design. The design firm will be tasked to produce recommendations and practical solutions on how to deal with the drainage and flooding conditions of the park and to develop construction plans for: new and improved parking lots, a recreational walking trail, and converting unused practice fields and batting cages into green space.

Consultant will be required to file permits on behalf of the City and to coordinate with local, county, state and federal agencies as applicable.

The consultant's scope of work will generally include the following:

1) Surveying of park area.
2) Prepare signed and sealed construction documents for:
   - Removal of existing ball fields and practice cages
   - Removal of existing light poles
   - Mitigation of high-tide flooding at the south end of park
   - Storm drainage improvements
   - Parking lot for boat trailers near the boat landing facility
   - Parking lot for regular vehicles
   - Recreational walking trail
   - Elevating and re-grading of low-lying ground areas subject to flooding
   - Convert former baseball practice areas into open green space
3) Prepare preliminary (60%), advanced detail (90%) and final construction plans for the project.
4) Prepare preliminary and a final construction cost estimates.
5) Incorporate the City's front-end documents as part of the bid documents.
6) Attend pre-bid meetings, bid meetings, and pre-construction meetings.
7) Serve as the Engineer of Record for the project.
8) Provide construction management services which will include construction meetings and preparation of meeting minutes (once a month), shop drawing review, respond to RFI's, evaluation of progress payments and change orders, monitor and report compliance with design drawings and specifications using written field reports (once a week), perform final punch-list inspections, prepare as-builts and record documents. On-site materials testing and construction inspections will be performed by the City.

V. RESPONSIBILITIES OF THE CITY

- Provide pertinent information concerning the project including, existing engineering documentation, preliminary layout of the project, GIS information, existing Record Drawings that would assist with the development of the project.
- Review the submittals in a timely fashion in order to maintain the Consultants schedule. Provide comments and final approval of the drawings.
- Provide Front-End Documents for incorporation with the bid drawings and specifications

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

VI. PROPOSAL REQUIREMENTS

Submit proposal in a sealed envelope. Proposal shall include:

A. Statement of project related experience.
B. Statement of project understanding.
C. Resumes of individuals that will be involved in this project.
D. Hourly rate sheet by title. Hourly rates shall include overhead and profit.
E. Reimbursable expenses include cost of document reproduction only. All other expenses such as mileage, meals, etc. will not be reimbursed and are to be included as part of the hourly overhead.
F. Consultant shall submit a lump sum proposal for all design and construction management services required in an itemized format. Include a total estimate of hours for each phase: design and construction management services with their associated hourly labor fees.
G. Lump sum fee must include all associated costs of landscape renderings, plans and specifications reproduction.
H. All costs incurred in preparing this proposal will be the responsibility of the Consultant.
I. Documentation of minority/woman/veteran owned business, if applicable.

VII. PROJECT SCHEDULE

Advertisement of RFP	April 8, 2016
Deadline for submitting questions to the regarding this RFP to oarteaga@cogsc.com.	April 27, 2016
Answers to all submitted questions will be posted on the City's website at www.cogsc.com under "Current Bids"	May 4, 2016
RFP Submittal Deadline	May 6, 2016
Consideration of submittals and consultant selection (Tentative)	Week of May 9, 2016
Recommendations for Approval to City Council (Tentative)	May 19, 2016
Contract Award (Tentative)	June 15, 2016
Design Start (Tentative)	July 1, 2016
Design Completion (Tentative)	November 1, 2016
Construction Start (Tentative)	December 2016
Construction completion (Tentative)	June 2017

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

VIII. SELECTION CRITERIA

Proposals will be evaluated and pre-selected for Council approval on the basis of the following criteria:

A. Project Related Experience
Engineering design and construction management experience in similar projects dealing with:
- Road and parking lot design
- Storm water drainage design
- Tidal flood mitigation design
- Recreational trail design
- Landscape design

B. Understanding of the Project
Provide a statement of the Consultant's understanding of the project. Discuss the technical approach and cost effective considerations of storm and tidal water management, utilization of parking space, landscape design, and park beautification.

C. Personnel Assigned to Project
Resumes of key personnel contributing to the project, including but not limited to personnel experienced in engineering, floodplains, environmental and tidal issues, storm water, sidewalks, parking lots and parks.

D. Consulting Fee
The City reserves the right to negotiate the fee seeking the most qualified and most economical fee for the best interest of the citizens of Georgetown.

IX. ATTACHMENTS

A. Exhibit A-East Bay Park Existing Conditions Map
B. Exhibit B-East Bay Park Conceptual Map

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

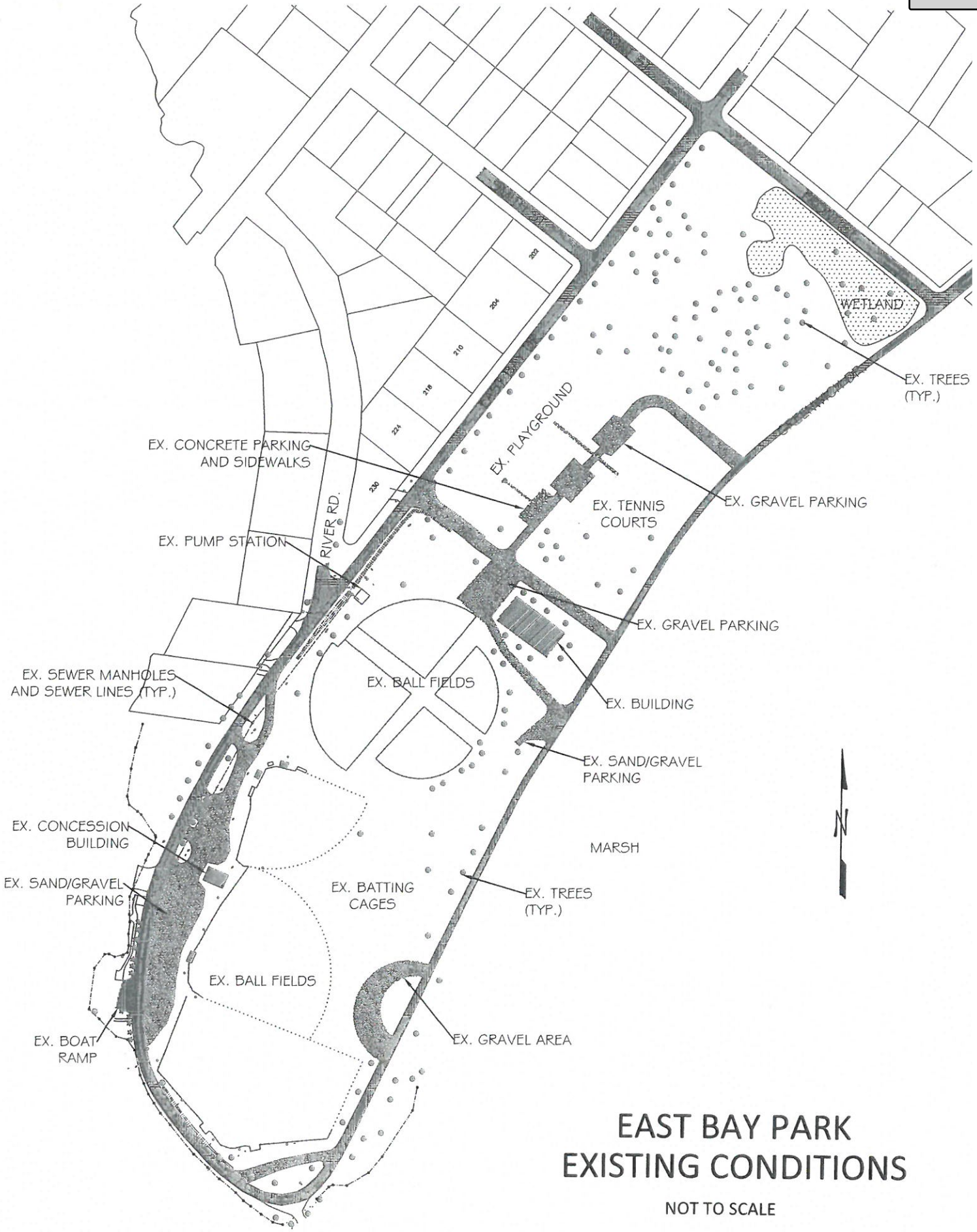
EXHIBIT A

EAST BAY PARK

EXISTING CONDITIONS

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)



EAST BAY PARK
EXISTING CONDITIONS

NOT TO SCALE

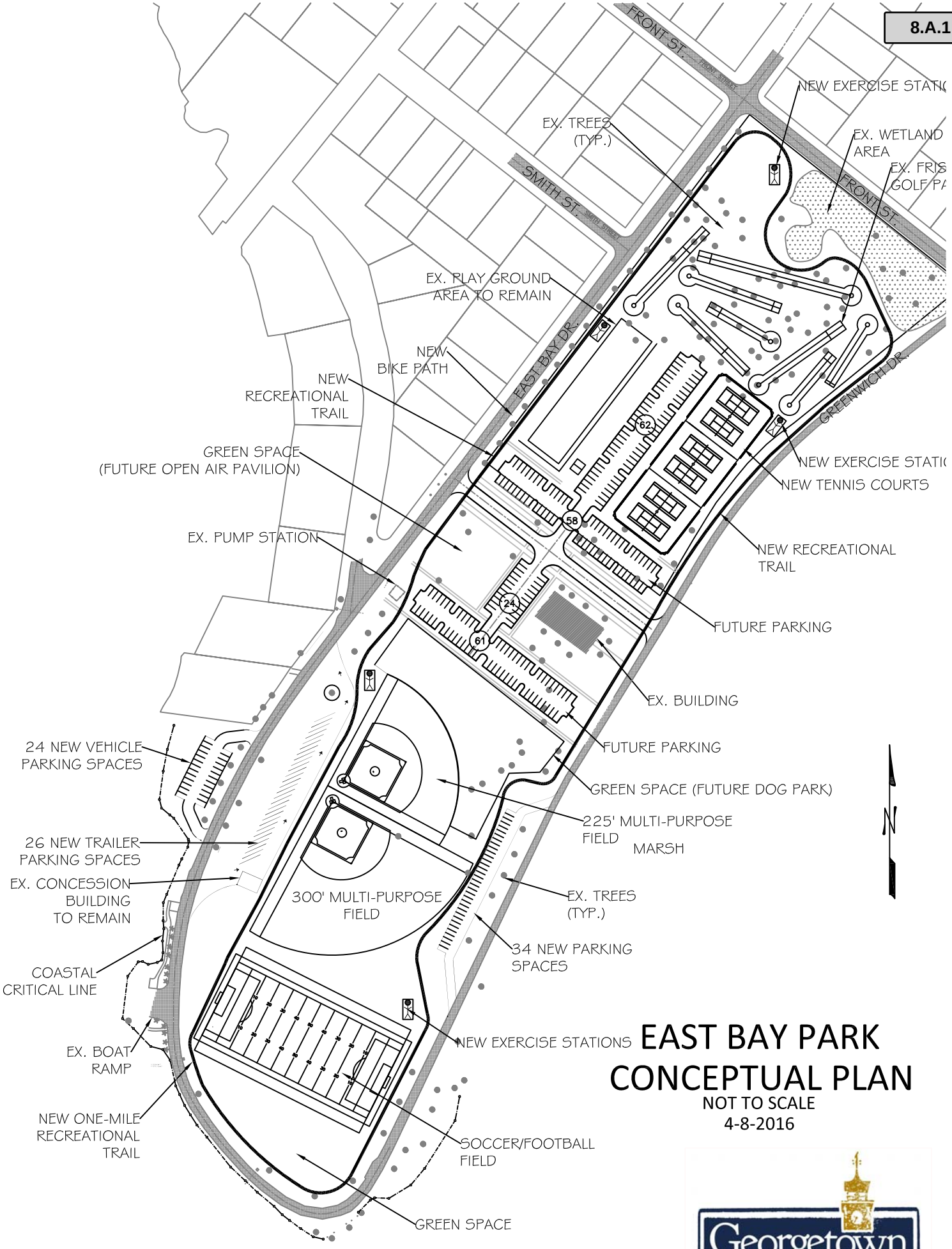
Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

EXHIBIT B

EAST BAY PARK

CONCEPTUAL PLAN

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)



EAST BAY PARK CONCEPTUAL PLAN

NOT TO SCALE

4-8-2016

Georgetown SOUTH CAROLINA

Attachment: RFP_East Bay Park Improvements 4.8.16 (2078 : Approval of Mead & Hunt contract)

Mead & Hunt, Inc.
Plantation Financial Center
1012 38th Avenue North, Suite 301
Myrtle Beach, South Carolina 29577
843-839-1490
meadhunt.com

June 6, 2016

Mr. Orlando Arteaga, PE
City Engineer
City of Georgetown
2377 Maybank Drive
Georgetown, SC 29440

Subject: Professional Engineering Services for East Bay Park Improvements

Dear Mr. Arteaga:

Per our negotiations, Mead & Hunt, Inc. (Mead & Hunt) is pleased to submit the revised scope of services, consulting fees, and project schedule for engineering and landscape design for improvements to East Bay Park (RFP#12-2016-003). Project fees are as follows:

Base Fee (excluding recreational trail): $66,650
Bid Alternate (including recreational trail): $74,250

We look forward to working together to make this project successful.

Respectfully submitted,

MEAD & HUNT, Inc.

Kevin J. Barnes, PE, LEED AP

Attachment: East Bay Park Scope of Work and Fees
Project Schedule
Map of Proposed Work Area

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

Scope of Work – East Bay Park Improvements

PROJECT DESCRIPTION

The City of Georgetown (City) proposes the implementation of drainage, parking and recreational facility improvements within the southern half of East Bay Park located along East Bay Street and Greenwich Drive in Georgetown, South Carolina. This project will include new parking areas, drainage upgrades, and a recreational trail in accordance with the East Bay Park Conceptual Plan dated April, 8 2016. The improvements to the project will consist of the following:

- Upgrade/replacement of the existing stormwater system, including installation of ditches/piping and best management practices to provide water quality and mitigate flooding prior to stormwater discharge to existing outfalls.
- Elevation and regrading of low lying areas subject to flooding.
- Installation of a parking lot for boat trailers near the boat landing facility
- Installation of a passenger vehicle parking lots adjacent to the north of the boat landing facility.
- Installation of a passenger vehicle parking lot east of the existing baseball fields.
- Installation of a recreational walking trail
- Identification of existing utility conflicts with proposed improvements.
- Demolition/removal of the portion of the existing baseball fields/lighting required to install the boat trailer parking. Demolition/removal of all other existing ball fields, light poles, practice areas and batting cages or conversion of these areas into green space is excluded from this scope.

The scope of this project includes the following tasks:

- Task 1 – Project Management
- Task 2 – Topographic and Utility Survey
- Task 3 – Geotechnical Investigation
- Task 4 – Wetlands Delineation
- Task 5 – Recreational Trail (Alternate Scope Item)
- Task 6 – Preliminary (60%) Design
- Task 7 – Utility Coordination
- Task 8 – Advanced Detail (90%) Design
- Task 9 – Regulatory Permitting
- Task 10 – Final Construction Plans
- Task 11 – Bid Related Services
- Task 12 – Construction Administration Services
- Task 13 – As-Built Drawings

Task 1 – Project Management

The management of the project will include coordination with City and County representatives, coordination with SCDOT representatives, coordination with sub-consultants, quality assurance/quality control, preparation of presentation materials, and meetings with stakeholders. It is assumed that the following meetings will be conducted, as necessary:

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

- Project Kick-off Meeting - meeting with City Engineer's Office, County Parks and Recreation Department and local SCDOT representatives to review the proposed project objectives and collect project background documents and data. The information gathered in this meeting will be utilized to verify the objectives and basis of design for the project.
- City Council Meeting – One meeting at City Council in conjunction with the City Engineer to present the preliminary design and solicit feedback.
- Project Coordination Meeting - One meeting with SCDOT and County representatives during the design process.
- Design Review Meetings – Three meetings with the City engineer to review the preliminary, advanced detail, and final design submittals.

Assumptions:

- No improvements, other than asphalt repair related to installation of stormwater crosslines, will be required to East Bay Street or Greenwich Drive, which are SCDOT maintained roadways. Stormwater crosslines will be installed under encroachment permits through SCDOT.

Task 2 –Topographic and Utility Survey

A survey will be performed to locate all existing features such as pavement edges, parking areas, recreation facilities, drainage structures, stormwater ditches/outfalls, aboveground utilities and necessary topographic features within the project limits for utilization in the project development. The survey will identify the horizontal location of all underground utilities as marked utilizing the South Carolina 811 utility locate service, individual utility owners and the City. Flowline elevations of accessible sanitary sewer and stormwater structures within the project limits will be surveyed. Right-of-way and property ownership within the project limits will be verified through research of recorded documents and GIS information. The survey will be utilized to create a base map of the project limits for engineering design. The survey limits will consist of:

- The entire road right-of-way and ten feet outside the right-of-way for the portion of East Bay Street from the western gravel road entrance to the Bobby Alford Center to the gravel road entrance to Morgan Park.
- The entire road right-of-way and ten feet outside the right-of-way for the portion of Greenwich Drive from the gravel road entrance to Morgan Park to the eastern gravel road entrance to the Bobby Alford Center.
- The area bounded by the parcel (TMS 05-0035-026-00-00) to the north, the OCRM Critical Line to the west, east Bay Street to the east and the boat landing to the south.
- The portion of the park area inside East Bay Street and Greenwich Drive, south of the Alford Center gravel drive, including all recreation facilities and gravel parking areas.
- The intersection with River Road in an effort to identify the existing drainage system and outfall location.
- The existing outfall ditches downstream of outfall pipes located south of the boat landing and east of Greenwich Drive as indicated in the RFP document.
- An alternate scope item will consist of surveying a corridor of a minimum of ten feet on either side of the centerline of the proposed recreational trail as shown on the East Bay Park Conceptual Plan.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

A map of the proposed work area has been provided as an attachment.

Assumptions:

- All survey elevations shall be based upon NAVD 88 Datum
- All survey information will be provided in an AutoCAD compatible digital file including an ASCII point file or other digital format upon request by the City (such as PDF, etc.)
- Subsurface utility engineering will not be performed to establish vertical location of buried utilities. Vertical location of underground water, sewer and storm drainage lines will be obtained where access is available through existing structures (i.e. manholes, catch basins). Horizontal location of public underground utilities will be based upon utility locations provided by SC811.
- Preparation of as-built record drawings is not included in this task.

Task 3 – Geotechnical Investigation

A Geotechnical investigation will be performed to characterize the subsurface conditions to develop geotechnical design and construction recommendations. The following geotechnical investigation items will be performed:

- Perform 15 dynamic cone penetrometer and 4 infiltration tests in proposed pavement/parking areas in accordance with appropriate ASTM standards.
- Observe groundwater levels during the advancement of the auger borings.
- Locate exploration points using field measurements, landmarks and hand held GPS devices.
- Prepare a geotechnical engineering report that summarizes the results of field and laboratory testing, provides an engineering analysis of subsurface conditions and recommends appropriate geotechnical engineering design criteria. The report will contain the following information:
    - Computer generated logs with soil stratification based on in-situ sounding data.
    - Groundwater levels observed during testing
    - Site and boring location plans
    - Subsurface exploration procedures
    - Description of subsurface conditions
    - Infiltration rates
    - Subgrade preparation/earthwork recommendations
    - Recommended pavement options and design parameters.

Assumptions:

- It is assumed that location of underground utilities beyond contacting South Carolina 811 utility locate service will not be required.
- Access will be granted by the property owner(s) in order to conduct the exploration.
- The site will be accessible to testing equipment without the need for clearing of vegetation, trees, shrubs or landscaping and wet ground conditions are not present.
- Reasonable efforts will be taken to reduce damage to property as a result of exploration activities, such as rutting of the ground surface. No site restoration activities will be conducted, other than backfilling of boreholes or auger holes.
- Stabilized subsurface water level measurements will not be required.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

Task 4 – Wetlands Delineation

A wetland delineation will be performed of the park property. The following items will be performed:

- Assess and document site conditions as to the presence and/or absence of wetland areas, utilizing the three parameter approach (hydric soils, hydrophytic vegetation and wetland hydrology) set forth in the 1987 USACE Wetland Delineation Manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region.
- Identify and mark upland/wetland boundaries with vinyl flagging tape.
- Identify and mark waterways and ponds, considered to be Waters of the U.S. under the jurisdiction of the USACE.
- Upon completion of the wetland delineation, a JD Request Package will be submitted to the client presenting the findings of the study. The package will include a vicinity map, U.S. Geological Service (USGS) topographic map and an aerial photograph with the estimated wetland areas, streams and ponds (collectively referred to as Waters of the U.S.) depicted, soil survey map, National Wetland Inventory (NWI) map, site photograph log, site photographs, and data forms documenting the physical characteristics of sample points as to the presence or absence of the three wetland components. We will not submit our findings to the USACE without authorization from the City.
- Once authorization has been received from the City, the JD Request Package will be submitted to the USACE.
- Attend the site visit with the USACE Project Manager at their request.
- Following the USACE review of the delineation and prior to development, the upland/wetland boundaries and other Waters of the U.S. will be surveyed by a South Carolina Registered Land Surveyor (SCRLS) to prepare a boundary survey depicting the extent of wetlands within the Property. The surveyed map of wetlands and other Waters of the U.S. will be forwarded to the USACE for final approval of the JD. The USACE will not provide an accurate JD letter without first reviewing the boundary survey prepared by the SCRLS.

Please note that the final wetland delineation is contingent upon USACE approval. Clearing, site preparation or construction activities should not begin prior to the receipt of the USACE JD letter.

Assumptions:

- The City will provide authorization to submit findings of the study to the USACE. By providing this authorization, the City grants specific authority as the property owner to authorize the USACE employees, or their agents, to enter onto the Property for onsite investigations if deemed necessary by the USACE.

Task 5 – Recreational Trail (Alternate Scope Item)

Design plans and construction documents will be prepared for a recreational walking trail based upon the alignment shown in the East Bay Park Conceptual Plan and input received from stakeholder meetings. Design services will include:

- Conduct an initial meeting with the City to receive input and grant requirements.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

- Prepare a conceptual design
- Conduct a value analysis of trail surface material options including asphalt, concrete and rubberized membrane.
- Attend a public meeting to obtain stakeholder input/feedback
- Prepare final construction documents and material specifications.

Bidding and construction phase services related to the recreational walking trail will be provided to the City to include:

- Clarifications and response to bidder questions concerning plans and specifications.
- Attendance at the pre-bid conference
- Attendance at the pre-construction conference
- Review of shop drawings and other product material to be provided by the Contractor.
- Review and provide recommendations on periodic payment requests from the contractor
- Perform a final punch list inspection to verify all items are complete.

Assumptions:

- The trail will be six (6) feet in width and 5,280 feet long.

Task 6 – Preliminary (60%) Design

Preliminary design plans will be prepared to meet the intent of the East Bay Park Conceptual Plan based upon the input received from the kick-off meeting and the project base map. These design plans will be completed to a level of detail required for the preliminary (60%) design submittal. These plans will show the following:

- Plan view indicating facilities to be removed, abandoned or retained.
- Plan view indicating areas to be regraded and elevated.
- Plan view of proposed passenger vehicle and trailer parking lot layouts.
- Plan view of the proposed stormwater system including location of piping, catch basins, ditches, water quality devices, infiltration areas and connections to existing stormwater features.
- Plan view of anticipated utility conflicts with proposed improvements.

The plans will be sent and reviewed with the City staff and utility providers to facilitate comments. A preliminary cost estimate will also be prepared and submitted for review in order to verify the proposed design can be constructed within the City's proposed project budget. If the cost estimate exceeds this budget, then the project shall be value engineered in an effort to bring costs in-line with the City's target budget.

Assumptions:

- No finished grades or contour information will be provided for this submittal.
- No profiles will be prepared for this submittal
- No stormwater calculations will be conducted for this submittal.
- The preliminary design plans will be utilized during the City Council Meeting.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

Task 7 – Utility Coordination

Coordination with all utilities which may be affected will be conducted during development of the project. The project will be designed to avoid conflicts with utilities where possible, and minimize impacts where conflicts cannot be avoided. The following utility coordination items will be performed:

- Contact each utility company to advise the company of the proposed project, providing preliminary plans to the utility company, obtaining copies of as-built plans for the existing utility facilities, if available,
- Obtain relocation sketches from each utility company based upon the identified conflict points. The utility company may use the preliminary plans for preparing relocation sketches.
- Coordinate with affected utility companies for relocations prior to and during construction to minimize delays to the construction contractor.

Assumptions:

- The individual utility company will be responsible for relocation design of affected utility facilities.
- The individual utility companies will be responsible for acquisition of any additional ROW or easements required for relocations.
- Individual utility companies will be responsible for all applicable permits related to installation or relocation of utility owned facilities.

Task 8 – Advanced Detail (90%) Design

Revisions to the preliminary plans will be prepared based on comments received from the City's review of the preliminary design submittal and preliminary cost estimate along with input received during the City Council meeting. These comments will be incorporated into the advanced detail (90%) design submittal. This design submittal will include the following:

- Demolition plans detailing the items to be removed, retained or relocated.
- Grading plan for the low–lying area at the south end of the park.
- Detailed layout of the proposed passenger vehicle and trailer parking areas with spot elevations/grading and typical pavement section based upon design recommendations provided in the geotechnical report.
- Stormwater system plan and profile including location and size of piping, catch basins, ditches, water quality devices, infiltration areas and connections to existing stormwater features.
- Utility relocation plan, based upon relocation sketches and easement requirements provided by the affected utility companies.
- Erosion and Sediment Control Plan
- Standard drawings/details and typical sections
- Stormwater calculations for catch basins, pipes, ditches and BMP sizing. Hydraulic grade lines will be provided at each catch basin/structure using the outfall ditch as the main tailwater condition.

The plans will be sent and reviewed with the City staff and utility providers to facilitate comments.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

Assumptions:

- Existing and finished/proposed grades and contours will be provided on the plan sheets, and profiles, as necessary, in order for the contractor to set the drainage structures, install the proposed parking areas, and to grade the ditches to provide positive drainage.
- The design shall meet all ADA requirements for sidewalks, ramps, detectable warnings, etc.
- All plans will be provided in an AutoCAD compatible digital file including an ASCII point file or other digital format upon request by the City (such as PDF, etc.).
- All design files and other information will be provided as requested by affected utility providers for their use in preparation of utility relocation plans.

Task 9 – Regulatory Permitting

Regulatory permits will be prepared and submitted for compliance with applicable regulatory agencies. The following permits will be required:

- A SCDOT encroachment permit will be submitted for the projects extents within SCDOT ROW along East Bay Street (S-151) and Greenwich Drive (S-154).
- A DHEC Notice of Intent (NOI) for Stormwater Discharges from Construction Activities under the South Carolina NPDES General Permit will be submitted.
- A Coastal Zone Consistency (CZC) Certification Request will be submitted to DHEC-OCRM
- A grading plan will be submitted to the City's Floodplain Manager.

Assumptions:

- Individual utility companies will be responsible for all applicable permits related to installation or relocation of utility owned facilities.
- This project is located with FEMA-regulated flood hazard areas, including Zone AE and Zone VE. Based upon discussions with the City's local floodplain Manager, limited placement of fill within the low lying areas within the park is acceptable in an effort to provide positive drainage and avoid standing water, and permitting would not be required.

Task 10 – Final Construction Plans

Revisions to the advanced detail design plans will be prepared based on comments received from the City's review of the design submittal along with input received from and regulatory agencies. These comments will be incorporated into the final design submittal. The final design submittal will include the following:

- Design plans for the parking areas, stormwater, utility relocation, site grading, pedestrian access, erosion and sediment control.
- Detail sheets and typical sections.
- Stormwater analysis report including calculations to determine the location, size and spacing of catch basins, ditches and pipes for the proposed stormwater system in accordance with the City, DHEC, SCDOT and applicable Federal standards
- Specifications necessary for bidding and construction.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

The final design submittal will be presented to the City for review. Upon approval of the final design submittal by the City and other applicable regulatory agencies, the final construction documents will be prepared. The documents package will include the following:

- Final construction plans
- Standard construction specifications for inclusion into the City's bid document
- Quantities for each bid item.
- Final Engineer's Opinion of Probable Cost for each bid item and in total

Assumptions:

- The City will prepare the bid document utilizing the standard specifications provided by Mead & Hunt and the City's front-end (boilerplate).
- Actual costs for hard copies of plans will be reimbursed separately.

Task 11 – Bid Related Services

Engineering services will be provided to the City during the bidding process to include:

- Clarifications and response to bidder questions concerning plans and specifications.
- Attendance at the pre-bid conference
- Attendance at the bid opening and recommendations of award.
- Attendance at the pre-construction conference with the selected contractor, City staff and the SCDOT.

Assumptions:

- The City will prepare and coordinate the advertisement and bidding process through the City Purchasing Division.
- The City will prepare and distribute any addenda required.

Task 12 – Construction Administration Services

Construction administration services will be provided on an as-needed basis, as determined by the City. Typical construction phase services include:

- Attend monthly construction meetings and prepare meeting minutes.
- Review of shop drawings and other product material to be provided by the Contractor.
- Response to RFIs and contractor questions regarding the design plans and technical specifications.
- Review and provide recommendations on periodic payment requests from the contractor
- Prepare and submit any contract change orders.
- Perform periodic construction observations services to monitor contractor progress and compliance with the bid documents and provide field reports directly to the City documenting work performed by the contractor.
- Perform a final punch list inspection to verify all items are complete.
- Conduct a final inspection and close-out of the work with the City and Contractor upon completion of the construction.
- Coordinate final inspections with necessary regulatory agencies.

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

Assumptions:

- The construction schedule will consist of a six month timeframe.
- No more than six (6) monthly construction meetings will be conducted. A construction observation site visit will be combined with each of the monthly construction meetings.
- No more than six (6) additional construction observation site visits will be conducted independent of the monthly construction meetings.
- All work performed for this task will be on a time and expense basis at standard hourly rates and reimbursable charges.
- An estimate of the total fee required to perform the above mentioned services has been provided for budgetary purposes. This fee will not be exceeded without written authorization from the City.
- Material testing and inspection services are not included in this scope.

Task 13 – As-Built Drawings

Final parking area and drainage "as-built" drawings will be prepared at the completion of the final phase of construction. As-built drawings will indicate underground and aboveground improvements. The as-built drawings will be provided in a format compatible with the City's GIS system.

Assumptions:

- Horizontal and vertical location of underground improvements will be obtained where access is available through existing structures (i.e. manholes, catch basins).

ESTIMATED FEES

Base Fee

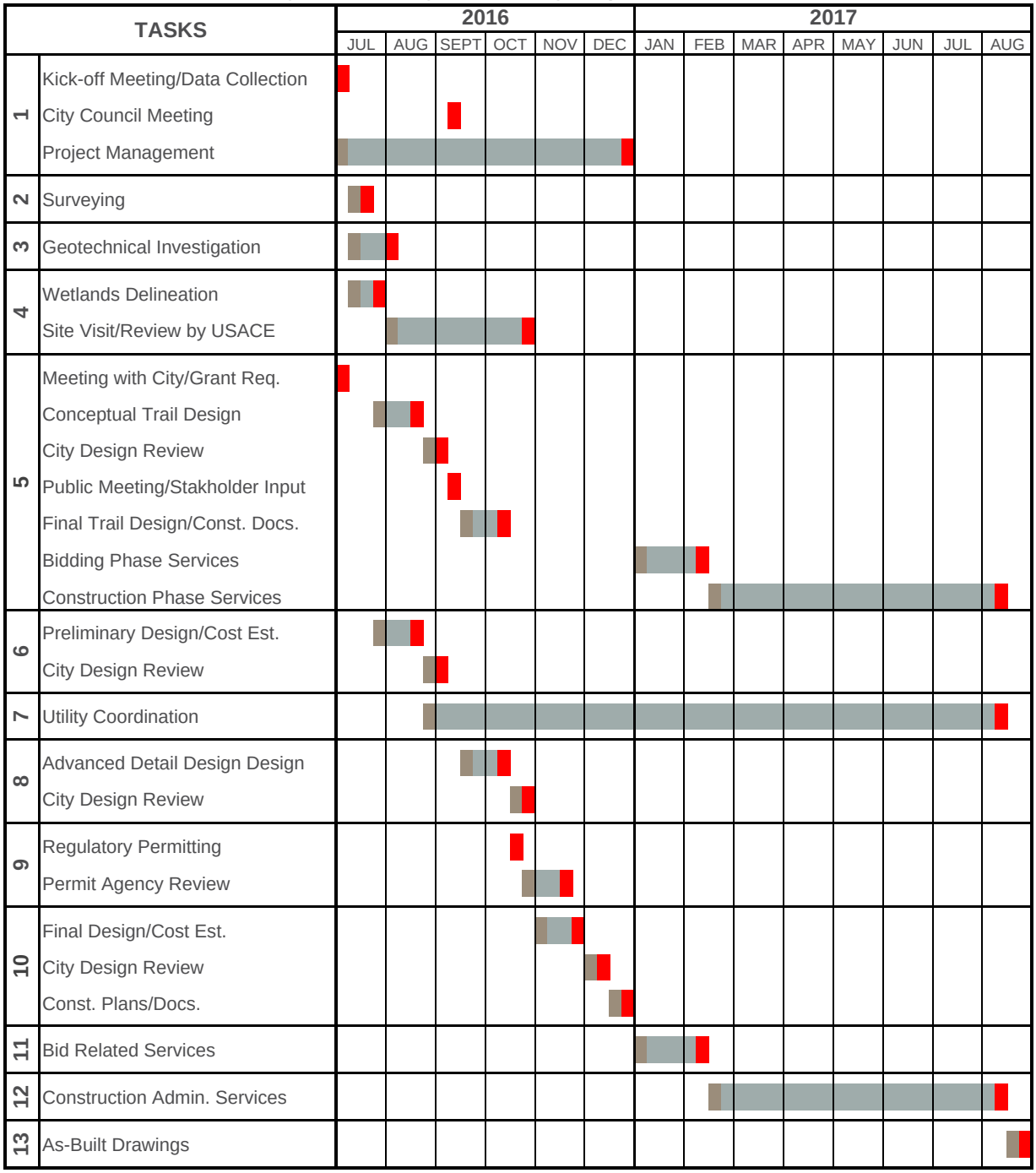
Task 1 – Project Management	$ 5,000
Task 2 – Surveying	$ 8,450
Task 3 – Geotechnical Investigation	$ 4,000
Task 4 – Wetlands Delineation	$ 2,900
Task 5 – Recreational Trail (Omitted in Base Design)	$ 0
Task 6 – Preliminary Design	$ 8,000
Task 7 – Utility Coordination	$ 3,000
Task 8 – Advanced Detail Design	$ 9,000
Task 9 – Regulatory Permitting	$ 4,500
Task 10 – Final Construction Plans	$ 3,500
Task 11 – Bid Related Services	$ 2,600
Task 12 – Construction Administration (T&M, Not To Exceed)	$12,000
Task 13 – As-Built Drawings	$ 3,700
TOTAL BASE FEE	**$66,650**

Bid Alternates

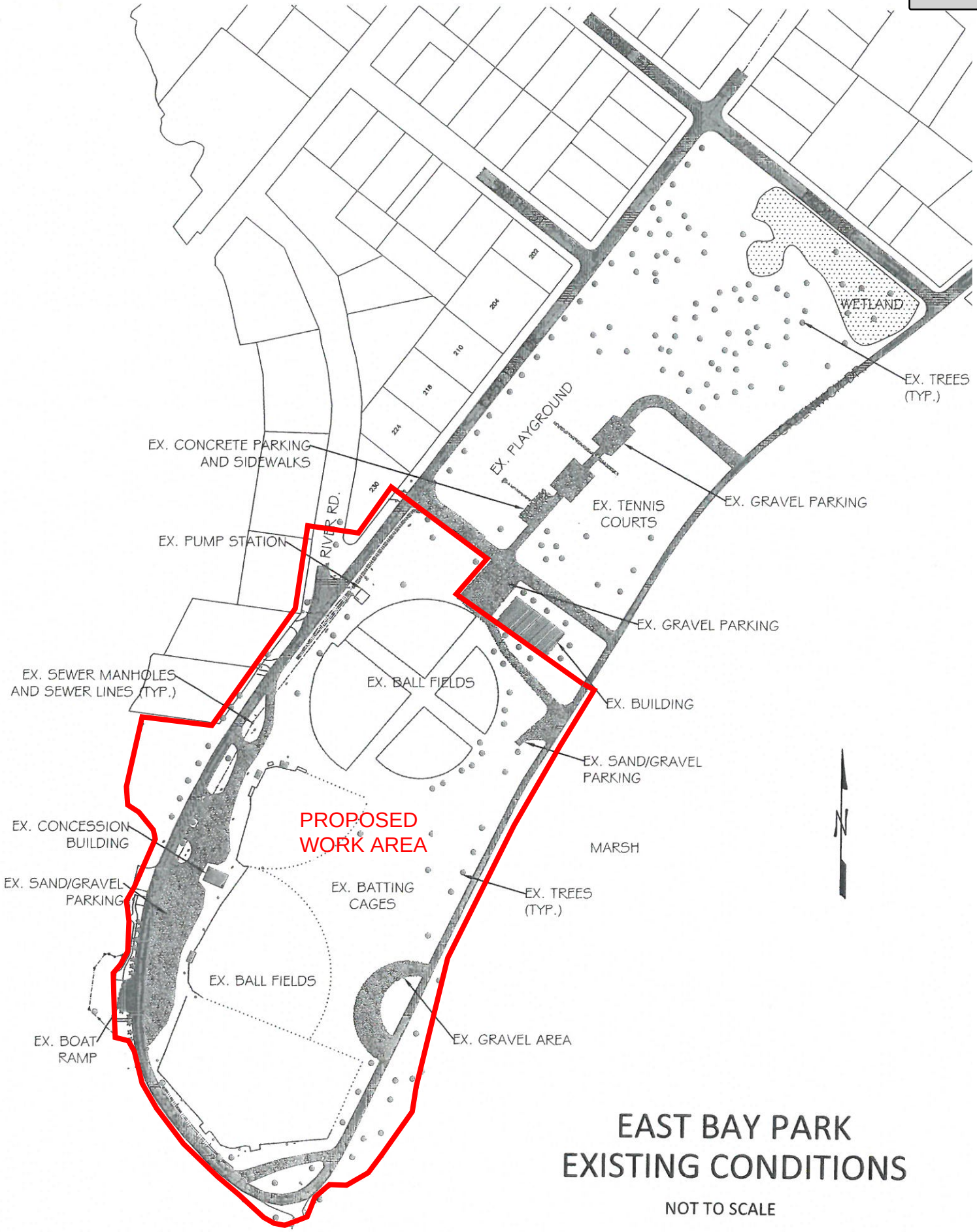
Recreational Trail Survey	$ 1,600
Task 5 – Recreational Trail (Omitted in Base Design)	$ 6,000
TOTAL FEE WITH BID ALTERNATES	**$74,250**

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

East Bay Park Parking and Drainage Improvements Schedule



Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)



EAST BAY PARK
EXISTING CONDITIONS

NOT TO SCALE

Attachment: Mead Hunt Proposal - East Bay Park Improvements Proposal 6.6.2016 (2078 : Approval of Mead & Hunt contract)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 2070

Council Meeting Date:	16 June 2016
Department:	Administration
Issue Under Consideration:	Motion to Approve 2016 National Safety Month Resolution
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	NA
Financial Impact:	NA
Points to Consider:	June is National Safety Month adopted by the National Safety Council. It is continually in the best interest of the City to strive to provide the safest work environment possible for all of its employees by continuing to implement a successful safety program through the establishment and implementation of loss control policies and procedures. Adopting June as the City's Safety Month will support and promote a cohesive safety environment throughout the City.
Options:	1. Approve Safety Resolution 2. Do Not Approve Safety Resolution
Staff Recommendation:	Approve Safety Resolution

Reviews:

Chris Carter Completed 06/06/2016 5:39 PM
Chris Carter Completed 06/06/2016 5:39 PM
Ann U. Mercer Completed 06/07/2016 8:22 AM
Georgetown City Council Pending 06/16/2016 5:30 PM

Attachments:

1. 1 2016 Safety Resolution (PDF)

RESOLUTION

WHEREAS, the success of the City of Georgetown depends upon our efficient use of resources to produce a high quality product for the citizens of our community. Our most important resource is our employees. To protect this resource, we are committed to providing a safe and healthful work place for all employees by establishing and maintaining an effective safety and health program. We consider safety and health to be a fundamental part of our organization's operations; and

WHEREAS, the Mayor and City Council recognize that the prevention of accidental losses affecting employees, property and the public will enhance the operating efficiency of City government; and

WHEREAS, the City of Georgetown is committed to doing all in its power to make its safety and loss control program a success and expects all employees to assist in this effort by contributing expertise and by following all established rules and procedures; and

WHEREAS, a proactive loss control posture requires that sound loss prevention measures are of primary consideration and take precedence over expediency in all operations.

NOW, THEREFORE, BE IT RESOLVED that the City of Georgetown recognizes June 2016 as National Safety Month and will endeavor to provide a work environment free of recognized hazards through the establishment and implementation of loss control policies and procedures, and their subsequent amendments and additions, designed to provide protections to City employees, public and private property, and members of the public.

BE IT FURTHER RESOLVED that the City will support compliance with all Federal and State safety regulations; provide and require the use of personal protective equipment by all employees; and insure that all employees are advised of and understand their loss control responsibilities in the performance of their work.

ADOPTED by the City of Georgetown City Council in meeting duly assembled on June 16, 2016.

ATTEST:

CITY OF GEORGETOWN,
A Municipal Corporation

_____

Ann U. Mercer
City Clerk

_____

Jack M. Scoville, Jr.
Mayor

Attachment: 2016 Safety Resolution (2070 : 2016 Safety Resolution)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 2071

Council Meeting Date:	16 June 2016
Department:	Administration
Issue Under Consideration:	Motion to approve Second Semi-Annual Payment to SCMIRF in the amount of $294,410.00 For Property, Liability And Vehicle Insurance and Two Quarterly Payments to SCMIT in the amount of $104,430.00 For Workers Compensation Insurance.
Amount Requested:	SCMIRF $294,410.00 (2st Semi-Annual Payment) SCMIT $104,430.00 (Two Quarterly Payments) Total PO Amount $398,840.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	$398,840.00
Points to Consider:	
Options:	1. Approve Payment 2. Do Not Approve Payment
Staff Recommendation:	Approve Payment

Reviews:

Chris Carter Completed 06/07/2016 3:32 PM
Chris Carter Completed 06/07/2016 3:32 PM
Debra Bivens Completed 06/08/2016 1:05 PM
Ann U. Mercer Completed 06/09/2016 1:41 PM
Georgetown City Council Pending 06/16/2016 5:30 PM

Attachments:

1. 1 SCMIRF INVOICE (PDF)
2. 2 SCMIT INVOICE (PDF)

INVOICE

SC Muni Ins Risk & Fin Fund
1411 Gervais Street
PO Box 12109
Columbia. SC 29211

Invoice #	**868028**
Due Date:	**7/1/2016**
Customer #	GEORGE2210
Invoice Date:	6/1/2016
Partic. ID	SCMIRF

Bill to:

City of Georgetown
P O Drawer 939
Georgetown, SC 29442-0939

Customer - Due on the 15th

Invoice Description: SCMIRF 2nd SemiAnnual billing-

External Ref. Number	Transactional Description	Total
	SCMIRF 2nd SemiAnnual billing-	$294,410.00
	Total Amount Due	**$294,410.00**

2nd Semi-Annual Billings are due July 1, 2016. To avoid late penalties, payments must be received by July 20, 2016. If you are a member that utilizes automatic bank draft, your account will be drafted on July 20, 2016. Thanks!

Please refer to the invoice number on your remittance check. Please return the bottom portion with your remittance check.

Invoice #	**868028**	Partic. ID	SCMIRF
Invoice Date:	6/1/2016	Customer #	GEORGE2210
Due Date:	7/1/2016		City of Georgetown

Invoice Description: SCMIRF 2nd SemiAnnual billing-

Total Amount Due **$294,410.00**

Total Amount Remitted :

Remit to:

SC Muni Ins Risk & Fin Fund, P. O. Box 12220, Columbia, SC 29211

OK
SA
10.8.16

Attachment: SCMIRF INVOICE (2071 : Motion to approve 1st SCMIRF & SCMIT 2016-2017 PO)

INVOICE

SC Muni Insurance Trust
1411 Gervais Street
PO Box 12109
Columbia. SC 29211

Invoice #	**868149**
Due Date:	**7/1/2016**
Customer #	GEORGE2210
Invoice Date:	6/1/2016
Partic. ID	SCMIT

Bill to:

City of Georgetown
P O Drawer 939
Georgetown, SC 29442-0939

Customer - Due on the 1st

Invoice Description: SCMIT 3rd Qtr 2016 Billing

External Ref. Number	Transactional Description	Total
	SCMIT 3rd Qtr 2016 Billing	$52,215.00
	Total Amount Due	**$52,215.00**

3rd Quarter Semi-Annual Billings are due on July 1, 2016. To avoid late penalties, payments must be received by July 20, 2016. If you are a member that utilizes automatic bank draft, your account will be drafted on July 20, 2016. Thanks!

Please refer to the invoice number on your remittance check. Please return the bottom portion with your remittance check.

Invoice #	**868149**	Partic. ID	SCMIT
Invoice Date:	6/1/2016	Customer #	GEORGE2210
Due Date:	7/1/2016		City of Georgetown

Invoice Description: SCMIT 3rd Qtr 2016 Billing

Total Amount Due **$52,215.00**

Total Amount Remitted :

OKSA
6.9.16

Remit to:

SC Muni Insurance Trust, P. O. Box 12220, Columbia, SC 29211

Attachment: SCMIT INVOICE (2071 : Motion to approve 1st SCMIRF & SCMIT 2016-2017 PO)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 2079

Council Meeting Date:	16 June 2016
Department:	Administration
Issue Under Consideration:	Motion to Approve Revised Payment of Wages Policy
Amount Requested:	$36,200.00 – On Call Pay Provision of Revised Payment of Wages Policy
Is Item in Current Budget?	In FY 16/17 Budget
If no, please explain:	
Financial Impact:	$36,200.00
Points to Consider:	1. Recommending uniform on call pay policy for employees 2. Discontinuing mileage reimbursement for call outs 3. Adding overtime approval provision 4. Delineating pay period hours for each department 5. Outlining FLSA overtime thresholds for Public Safety Employees 6. Outlining compensatory time practice
Options:	1. Approve Policy 2. Do Not Approve Policy
Staff Recommendation:	Approve Policy

Reviews:

Chris Carter Completed 06/08/2016 1:39 PM
Chris Carter Completed 06/08/2016 1:40 PM
Ann U. Mercer Completed 06/08/2016 2:48 PM
Georgetown City Council Pending 06/16/2016 5:30 PM

Attachments:

1. 1 2016-07-01 PAYMENT OF WAGES POLICY (PDF)
2. 2 21-Payment of Wages 9.17.2009 (PDF)

PAYMENT OF WAGES

PAY SCHEDULE AND SCHEDULED WORK HOURS

Employees will be paid on a bi-weekly basis with payday being on Friday. The City has a mandatory direct deposit policy for employee paychecks. Employees can use a bank of their choice for direct deposit. Direct deposits can be made into checking and/or savings accounts. Pay stubs or first time paper checks will be available for departmental pick up after 10 am on pay day from the Finance Department.

The normal work hours for office personnel are **Monday - Friday, 8:30 A.M. to 5:00 P.M. with a one (1) hour, unpaid lunch break**. Public Utility & Services personnel work varying hours depending on departmental and City needs. Public Safety personnel work varying shifts and are notified in advance what their shift schedules will be. Below are the scheduled work hours per pay period in the City:

Office Personnel	75 hours per pay period
Public Utility & Services	80 hours per pay period
Police - Patrol	84 hours per pay period
Police - Investigations	85 hours per pay period
Fire - Shift	120 hours per pay period

OVERTIME

For overtime purposes, the normal work week for most employees is the seven (7) day period beginning at 12:01 A.M. on **Monday** and ending at Midnight the following **Sunday**. Police and Fire Service personnel are subject to special rules regarding their respective work weeks.

Employees who are not exempt from the overtime provisions of the Fair Labor Standards Act ("FLSA") will be paid overtime at a rate of 1½ times their regular rate of pay for all hours worked in excess of forty (40) during a seven day work week or other statutory period as may be appropriate. For overtime purposes, compensatory time and general leave hours are ***not*** considered hours worked. Non-exempt Police and Fire Service Personnel, because of the unique nature of their duties, are subject to different overtime thresholds and special rules regarding overtime compensation and are paid FLSA pay.

Police & Fire Special Overtime Exemption: The FLSA provides two special overtime exemptions available only to public agencies whose employees are engaged in fire protection or law enforcement activities as those terms are defined in the Department of Labor regulations. Under Section 207(k) of the FLSA, Police and Fire may reduce overtime liability by establishing work periods of 7 to 28 days. The table listed below is taken from the 29 C.F.R§ 553.230. It sets forth the maximum number of hours that ca be worked under Section 207(k) without incurring any overtime liability to law enforcement or fire protection personnel for each permitted work period of 7 to 28 days.

Attachment: 2016-07-01 PAYMENT OF WAGES POLICY (2079 : Revised Payment of Wages Policy)

Section 207(k): Alternative Work Periods Available to Police and Fire:

Work Period (days)	Maximum Hours Standards	
	Fire Protection	Law Enforcement
28	212	171
27	204	165
26	197	159
25	189	153
24	182	147
23	174	141
22	167	134
21	159	128
20	151	122
19	144	116
18	136	110
17	129	104
16	121	98
15	114	92
14	106	86
13	98	79
12	91	73
11	83	67
10	76	61
9	68	55
8	61	49
7	53	43

Police and Fire departmental management shall have the latitude to change the work cycle from 7 to 28 days under the same stipulations as listed above. Employees who work over the numbers of hours as indicated in the table above within the prescribed number of days shall receive compensation at the rate of 1 ½ times their regular hourly rate.

All overtime must be pre-approved by the employee's supervisor prior to the employee working the overtime. If an employee works unauthorized overtime, the employee will be paid the overtime in accordance with the Fair Labor Standards Act and Department of Labor, however the employee will be subject to disciplinary action. An employee who regularly violates this policy, will be subject to termination. There will be flexibility exercised for Public Safety, Services and Utility workers that are required to work during emergency situations.

Attachment: 2016-07-01 PAYMENT OF WAGES POLICY (2079 : Revised Payment of Wages Policy)

COMPENSATORY TIME

Non-exempt 37.5 hour/week employees who work over the 37.5 hour threshold in any workweek have the option to earn compensatory time at straight time instead of receiving straight pay at the discretion of the City. Non Exempt employees who work over 40 hours in any workweek have the option to earn compensatory time at 1 ½ times their regular rate instead of receiving overtime pay at the discretion of the City. Police and Fire personnel also have the option to accrue compensatory time at the rate of 1 ½ hours for each hour worked over the allowable limit according to the table referenced above.

Employees can accrue compensatory time throughout the fiscal year (July 1 – June 30) but may not be allowed to carry over more than 20 hours (24 hours for fire personnel) into the next fiscal year. Employees will be paid out any compensatory hours over the 20 or 24 hour threshold in the first paycheck of the new fiscal year. Employees who leave employment will also be paid out any compensatory time in their balance in their final paycheck.

Employees who are exempt from the overtime provisions ("FLSA") will not accumulate compensatory time off. Senior management has authority to grant additional time off to exempt employees who have worked extraordinary amounts of time in excess of their normal schedule, but no exempt employee has a right to such additional paid time off. In no event will unused "comp" time be paid at termination.

ON CALL PAY / CALL OUT PAY

On-call time generally consists of performing work after hours in response to calls for service to the public. Those employees who respond to service calls after their normal work hours, will be paid an on call stipend for their service in addition to call out pay of a minimum number of work hours but in all cases shall not be paid less than the actual time worked. When on call, these employees are to be available for call by way of telephone 24 hours a day and are required to remain in close proximity of the City limits in order to report in for a call within a timely manner. On call rotations usually last for seven (7) days.

All non-exempt (hourly) employees that have primary "on-call responsibilities" will be paid a $100 on call stipend during their active on-call period. In addition, an employee designated as being "on call" will receive call out pay of two (2) hours minimum, for responding to service calls outside of their regular work day schedule. If an employee is called out multiple times during a two (2) hour period, the employee will only receive two (2) work hours unless the call for service extends longer than two (2) hours, then the employee will receive pay for actual time worked. If an employee is called out again after a two (2) hour period ends, the employee will then receive an additional two (2) hours of call out pay for that call out. Employees are solely responsible for covering the entirety of their on call rotation and must inform their supervisor of any changes to scheduling.

Please refer to the table below regarding which departments are eligible for on call and call out pay:

DEPARTMENT	CALL OUT PAY MINIMUM	ON CALL STIPEND
Water Utilities	2 Hours	$100.00
Electric - Line Technician	2 Hours	$100.00
Electric – Meter Technician	2 Hours * only if called out otherwise actual time worked	$100.00
Police- Investigations	2 Hours	$100.00

Attachment: 2016-07-01 PAYMENT OF WAGES POLICY (2079 : Revised Payment of Wages Policy)

PAYCHECK DEDUCTIONS

The City shall make deductions from employees' paychecks as required by law. Upon the written authorization of the employee, the City may make deductions for insurance, other benefits, etc.

Cash, debts owed by the employee to the City of Georgetown, fringe benefits, uniforms, tools, equipment, vehicles, instruction manuals, keys, cell phones, computers, tablets and other items belonging to the City and advanced or issued to an employee and not repaid or returned by him at the time of termination are considered "advances of wages," the value of which may be deducted from the employee's final paycheck(s). By accepting or continuing employment, the employee authorizes these deductions.

Failure to Receive Proper Pay/Benefits: It is the employee's responsibility to review each pay period's pay stub for accuracy. Employees should inform Human Resources as soon as possible regarding any errors in their paycheck so the error can be researched and corrected if needed.

Negligence while using City Vehicle: City employees who operate City vehicles and who, as a result of their negligence as determined by the City, cause damage to a City vehicle, acknowledge and agree that they are financially responsible for the full cost of the repair, not to exceed the amount of the City's insurance deductible. Such employees further agree and consent to the deduction of the repair costs, in reasonable increments, from their subsequent paychecks until the repair costs have been paid in full. In the event the employee terminates employment with the City prior to the complete payment of the debt, the remainder of the debt shall be deducted from the employee's final paycheck.

Attachment: 2016-07-01 PAYMENT OF WAGES POLICY (2079 : Revised Payment of Wages Policy)

Payment of Wages

1. Employees will be paid every other **Friday (after 10:00 A.M.)** at their work stations unless the City makes other arrangements with a particular employee.

2. The normal work hours for office personnel and non-police field personnel are **Monday - Friday, 8:30 A.M. to 5:00 P.M. with a one (1) hour, unpaid lunch break**. Police and Fire Service personnel work varying shifts and are notified in advance what their shift schedules will be.

3. For overtime purposes, the normal work week for most employees is the seven (7) day period beginning at 12:01 A.M. on **Monday** and ending at Midnight the following **Sunday.** Police and Fire Service personnel are subject to special rules regarding their respective work weeks.

4. Employees who are not exempt from the overtime provisions of the Fair Labor Standards Act ("FLSA") will be paid overtime at a rate of 1½ times their regular rate of pay for all hours worked in excess of forty (40) during a seven day work week or other statutory period as may be appropriate. For overtime purposes, sick leave, comp time, and annual leave hours are not considered hours worked. Non-exempt Police and Fire Service Personnel, because of the unique nature of their duties, are subject to different overtime thresholds and special rules regarding overtime compensation.

5. Employees who are exempt from the overtime provisions ("FLSA") will not accumulate compensatory time off. Senior management has authority to grant additional time off to exempt employees who have worked extraordinary amounts of time in excess of their normal schedule, but no exempt employee has a right to such additional paid time off. In no event will unused "additional paid time off" be paid at termination.

6. The City shall make deductions from employees' paychecks as required by law. Upon the written authorization of the employee, the City may make deductions for insurance, other benefits, etc.

7. Cash, debts owed by the employee to the City of Georgetown, fringe benefits, uniforms, tools, equipment, vehicles, instruction manuals, keys, beepers, computers, and other items belonging to the City and advanced or issued to an employee and not repaid or returned by him at the time of termination are considered "advances of wages," the value of which may be deducted from the employee's final paycheck(s). By accepting or continuing employment, the employee authorizes these deductions.

8. **Failure to Receive Proper Pay/Benefits.** If an employee does not submit a grievance or otherwise complain in writing within fourteen (14) calendar days of the date on which he knew or reasonably should have known that he failed to receive a benefit(s) or proper wages in accordance with City policies, he forfeits all rights to such benefit(s) or wages.

9. **On-Call Pay**. In certain situations, the City of Georgetown may pay an on-call stipend to employees designated to be "on-call" in the amount of $100.00. Those employees who respond to service calls after their normal work hours, may be paid a premium for their service or for the actual time worked but in all cases shall not be paid less than the actual time worked. On-call time generally consists of performing work after hours that is authorized and is for approved activities. On-call time is usually in response to calls for service to the public.

10. **Negligence while using City Vehicle.** City employees who operate City vehicles and who, as a result of their negligence as determined by the City, cause damage to a City vehicle acknowledge and agree that they are financially responsible for the full cost of the repair, not to exceed the amount of the insurance deductible. Such employees further agree and consent to the deduction of the repair costs, in reasonable increments, from their subsequent paychecks until the repair costs have been paid in full. In the event the employee ceases to be an employee of the City prior to the complete payment of the debt, the remainder of the debt shall be deducted from the employee's final paycheck.

NOT A CONTRACT

Attachment: 21-Payment of Wages 9.17.2009 (2079 : Revised Payment of Wages Policy)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Police Department
Category: Report
Prepared By: Paul Gardner
Initiator: Paul Gardner
Sponsors:
DOC ID: 2077

MONTHLY REPORT (ID # 2077)

May 2016 Police Department Report

MAYOR
JACK M. SCOVILLE, Jr.

POLICE CHIEF
PAUL GARDNER

City of Georgetown
POLICE DEPARTMENT
OFFICE (843) 545-4300
FAX (843) 520-5848

June 8, 2016

Honorable Mayor Jack M. Scoville, Jr.
And the Members of City Council
City of Georgetown, South Carolina

Dear Mayor Scoville and Council Members:

The Georgetown Police Department sworn personnel were administered their physicals on May 3rd and 4th. The purpose of these physicals is to continue our wellness and physical training program. The department has established a mandatory fitness testing program which will be conducted annually.

On May 4th, I attended the annual law enforcement memorial held at the South Carolina Criminal Justice Academy. This year two former members of the department, Larry Ward and Charles Honyotski, were remembered. Members from both the Ward and Honyotski families were in attendance.

On Saturday May 7th, I was a guest judge at the summer reading program held at Beck field. The winner of the best display and program was Teach My People with Freedom Readers coming in a close second.

The Police Community Advisory Board met on May 10th. See attached minutes from the advisory board meeting.

The department hosted the chief's meeting on May 11th. The discussion centered on the upcoming bike weekend and Drug Enforcement Unit operations.

On May 12th, Sgt. Scogin participated in the Community Open House for Autism at the Fire Department. Officer Burroughs, Officer Walker and Victims Advocate Robinson assisted from 1630 hours until 1830 hours. We set up and prepared snow cones for approximately 50 children in attendance.

On May 18th, Sgt. Scogin identified 3 juveniles involved with the shots fired incident at Ben Cooper Park. Two juveniles were arrested and transported to Columbia to be detained. The third juvenile was already in DJJ custody for unrelated charges. DJJ was advised of Juvenile#3's new charges.

Attachment: MAY 2016 MAYOR COUNCIL LETTER (2077 : May 2016 Police Department Report)

On May 23rd, the department conducted our first parents' meeting for our upcoming summer camp. This year we are taking twenty-two city children away to an overnight camp hosted by the Salvation Army. This will be new and exciting and provide an opportunity to create lasting relationships with the young people of our community.

Sincerely,

Paul Gardner
Chief of Police

Attachments
PG:pc

Attachment: MAY 2016 MAYOR COUNCIL LETTER (2077 : May 2016 Police Department Report)

GEORGETOWN POLICE DEPARTMENT
2016 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
SPEEDING CITATIONS	99	79	88	124	142							
OTHER TRAFFIC CITATIONS	62	89	59	79	78							
WARNING - SPEEDING	96	57	97	66	69							
WARNING - OTHER	128	112	102	97	89							
PARKING CITATIONS	8	3	6	1	0							
TOTALS	393	340	352	367	378			0	0	0	0	0

TOTAL CITATIONS 1,830

STATE ACCIDENTS	30	36	39	46	49							
PARKING LOT ACCIDENTS	23	17	20	15	19							
TOTALS	53	53	59	61	68	0	0	0	0	0	0	0

TOTAL ACCIDENTS 294

GEORGETOWN POLICE DEPARTMENT
2016 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	108	98	88	86	126							

TOTAL ARRESTS 506

CRIMINAL INCIDENTS	193	220	241	268	378							
DOMESTIC INCIDENTS	7	4	12	6	14							
	200	224	253	274	392							

TOTALS — TOTAL INCIDENTS 1,343

Attachment: MAY 2016 MAYOR COUNCIL LETTER (2077 : May 2016 Police Department Report)

POLICE-COMMUNITY ADVISORY BOARD

May 10, 2016 at 6:00 PM

Minutes

The Police community Advisory Board (PCAB) of the Georgetown Police Department was held at the City of Georgetown Law Enforcement Center with Chief Paul Gardner presiding.

Present:
Harold Jean Brown
Councilman Sheldon Butts
Mr. David Essex
Mr. Fred Keith
Mr. Robert Maslowsky
Ms. Carol McCants
Mrs. Irene Mobley
Ms. Rhonda Green
Mrs. Patrice Coachman
Major Johnnie Deas
Chief Paul Gardner

Not Present:
Ms. Rena Dennison
Bishop Richard Frasier
Mrs. Laura Hutto
Ms. Johnnie Shaw

Chief Gardner opened the meeting by welcoming everyone in attendance. He informed the group that Tenetra Sellers, former Administrative Supervisor, has taken a position with St. James Medical Health Center. He added that Patrice Coachman was promoted to Administrative Supervisor based on her years of experience with the department and will now be attending the PCAB and taking minutes. He told PCAB members the department is working to fill the now vacant Administrative Assistant II position. Chief told the group that the department recently hired three new officers who are attending training at the South Carolina Criminal Justice Academy.

Chief Gardner stated that the recent department wide diversity training was an opportunity for the employees to express their cares and concerns about the department and community relationship. He stated that officer discretion was the most talked about subject during the training. Member Brown, praised the diversity trainers on how they were able to bring everything into perspective while encouraging teamwork through fun activities. Member Brown inquired about Hispanic officers working with the department and the Chief responded that we currently have two Hispanic officers Caleb Sierra and David Morales.

Attachment: MAY 2016 MAYOR COUNCIL LETTER (2077 : May 2016 Police Department Report)

Chief Gardner discussed the Bass Master Elite Series tournament and how much it cost the department to supply the manpower needed for the event. Chief told the group that the event was a great success and that everything went according to plan.

Chief Gardner mentioned that the city department heads attended several budget workshop retreats preparing for the upcoming fiscal year.

Chief Gardner later informed the group that the Georgetown Police Department and the Salvation Army are sponsoring a 5 day overnight camp for kids. He said that re-enforcing a positive relationship between the department and young people we serve is the camp's objective.

Mrs. Mobley spoke about the Diversity Training, Ride-Along program and PCAB members developing a better line of communication with officers. She also informed the Chief that Blade and Barrel will be closed June 15th thru 22nd.

Mr. Maslowsky inquired about the body cameras and an estimated time for the Georgetown Police Department to start the. Chief responded it's in the works early summer.

Mr. Keith expressed concerns about elementary school kids not attending school. Chief said there are limits on our enforcement ability with truants but that we work closely with the school district on this matter.

Mr. Essex asked the Chief to suggest a safe area for Craigslist buyer/purchaser activity. Chief suggested the Georgetown Police Department parking lot.

Member McCants asked about cameras on the West End and how complaints made about the police department at council meetings are followed up on. Chief Gardner stated that he approaches the complainants and invites them to meet with him to discuss their concerns. She then spoke about rescheduling the block party to 6/4/2016 from 1200p.m to 6:00p.m.

Councilman Butts said we need a Code Enforcement Officer to help enforce more ordinances when it comes to Landlord-Tenant Disputes. Chief Gardner suggested Judge Pyatt's office for those types of complaints.

Chief Gardner thanked everyone for attending and adjourned the meeting at 7:20 p.m. The next board meeting will be held on June 14th, 2016 at 6:00 p.m.

Recorded by: Patrice Coachman, Police Administrative Supervisor

Attachment: MAY 2016 MAYOR COUNCIL LETTER (2077 : May 2016 Police Department Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Fire Department
Category: Report
Prepared By: Amy Skidmore
Initiator: Charles W. Cribb
Sponsors:
DOC ID: 2072

MONTHLY REPORT (ID # 2072)

May 2016 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

June 2016

Fire Prevention Bureau

	2016 May
Inspections	88
Violations Found	39
Buildings without Violations	50
Buildings Cleared of Violations	7
Violations Corrected	18
Violations Not Corrected	1
3rd Party Inspection Review	12
Assemblies Inspected:	14
Business Inspected:	46
Educational Buildings Inspected:	3
Hazardous Buildings Inspected:	0
Factories Inspected:	2
Institutionals Inspected:	1
Mercantiles Inspected:	22
Residentials Inspected:	1
Storage Buildings Inspected:	1
Construction Meetings:	0
Plans Review:	0
Test Conducted:	3
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	5
Citation Issued:	0

Public Education

Programs	3
Participants	118

Suppression Division

A Brief Look at Emergency Responses

May 2016

1. Three Medical Calls; One MVA; Five Public Service Calls
2. One Medical Call; One Detector Activation
3. One Public Service
4. Two Medical Calls; One MVA; Two Public Service Calls
5. Three Medical Calls; One MVA; One Detector Activation; Four Public Service Calls
6. Four Medical Calls; One MVA; Two Public Service Calls
7. One Medical Call; Three Public Service Calls
8. Three Medical Calls; One MVA; Two Public Service Calls
9. Two Medical Calls; One Alarm Activation
10. Seven Medical Calls; One Power Line Down; One Electrical Short
11. Three Medical Calls; One Detector Activation; Two System Malfunction; Two Public Service Calls
12. Seven Medical Calls; One MVA; One Detector Activation; Three Public Service Calls
13. Four Medical Calls; One Structure Fire; Three Public Service Calls
14. One Medical Calls; Two Detector Activations; Four Public Service Calls
15. Two Medical Calls; One MVA; One Grass Fire; Four Public Service Calls
16. Seven Medical Calls; One Structure Fire; One MVA; Two Public Service Calls
17. Two Medical Calls; One Mutual Aid; One Public Service Calls
18. Two Medical Calls; One Electrical Short; Two Public Service Calls
19. Four Medical Calls; One MVA; One Car Fire; Two Public Service Calls
20. Four Medical Calls; One MVA; Two Alarm Activations; One Fuel Spill; Two Public Service Calls
21. Two Medical Calls; Four Public Service Calls
22. Two Medical Calls; One MVA; Five Public Service Calls
23. Two Medical Calls; One Public Service Calls
24. Two Medical Calls; One MVA; One Power Line Down
25. Three Medical Calls; One Detector Activation; One Public Service Call
26. One MVA; Eight Public Service Calls
27. Two Medical Calls; Three Public Service Calls
28. Two Medical Calls; One Structure Fire; One Alarm Activation; Three Public Service Calls
29. Four Medical Calls; One MVA; One Alarm Activation; Three Public Service Calls
30. Five Medical Calls; One Public Service Calls
31. One Public Service Call

Attachment: May 2016 Fire Report (2072 : May 2016 Fire Report)

Total Call Volume	May 2016	May 2015	Year to Date 2016	Year to Date 2015
As defined by the National Fire Incident Report System				
Fires	5	5	16	24
Rescue Calls/EMS	209	99	782	440
Hazardous Conditions	47	43	203	210
Service Calls	25	37	141	157
Good Intent Calls	10	2	46	16
False Alarms	14	15	60	63
Weather/Flood	0	0	1	0
Special Incident Type	7	9	38	46
Total Calls	325	185	1287	958

Save/Loss Analysis

	Losses	Property Values
May 2016	$ 14,650	$ 83,600
May 2015	$ 35,102	$ 115,002
Year to Date	$ 181,360	$ 3,755,001

Property values are estimates based on the Georgetown County Assessor's Office 2006 Market Values.

Mutual Aid Calls

	May	YTD
To Georgetown County Fire	2	5
To Midway Fire	1	4
To other Departments	0	1
From Georgetown County Fire	1	6
From Midway	0	5
From other Departments	0	0

	May	YTD
Staff Training Hours	897.30	4957.74

Attachment: May 2016 Fire Report (2072 : May 2016 Fire Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Public Works
Category: Report
Prepared By: Natrona Simmons
Initiator: IQM2 Admin
Sponsors:
DOC ID: 2068

MONTHLY REPORT (ID # 2068)

May 2016 Public Works Department Report

MAY 2016
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT

RESIDENTIAL SANITATION

1. Number of .Net work orders requests of roll-out carts repairs, new roll out cart deliveries and/or replacements; recycle bins and cancelled sanitation services; yard waste and brown and white goods collected this month: 39
2. Crews collected yard waste, brown and white goods, dead animals along city right of ways.
3. Delivered roll out carts and cones for special events and emergency assistance.

STREETS and GROUND MAINTENANCE

1. Number of work orders for sidewalks, pot holes repairs, street name signs, pavements and/or resurfacing repairs were completed this month: 47
2. Crews supported residential sanitation crews with edging of sidewalks, curbside debris and garbage collections from city right of ways.
3. Ground Maintenance and Street crews completed maintenance of all city parks, welcome sign areas and right of ways.
4. Crews supervised trustees from the Georgetown County Detention Center to provide curb painting in the Downtown District.

Attachment: MAY.2016 (2068 : May 2016 Public Works Department Report)

Drawer 939
Georgetown, SC 29442

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Fleet Services
Category: Report
Prepared By: Glenn Dixon
Initiator: Glenn Dixon
Sponsors:
DOC ID: 2069

MONTHLY REPORT (ID # 2069)

May 2016 Fleet Services Report

FLEET SERVICES DEPARTMENT

MAY 2016 MONTHLY REPORT

- Repairs 58
- PM Services 10
- Tires repaired or replaced 13
- Services past due 42
- Diesel fuel 1,284
- Unleaded fuel 954

Drawer 939
Georgetown, SC 29442

Attachment: Monthly Report (2069 : MAY 2016 Fleet Services Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Electric
Category: Report
Prepared By: Alan Loveless
Initiator: Alan Loveless
Sponsors:
DOC ID: 2073

MONTHLY REPORT (ID # 2073)

May 2016 Electric Utility Department Report

JACK M. SCOVILLE, JR.
Mayor

CHRIS CARTER
City Administrator

ALAN J. LOVELESS, P.E.
Director of Electric Utility

ELECTRIC UTILITY DEPARTMENT
OFFICE: (843) 545-4600
FAX: (843) 527-7591

June 7, 2016

Following is a brief summary of major activities in the Electric Utility Department for May 2016:

Retrofit of light fixtures on Front Street continues. Progress has been slow due to limited resources and other commitments. We will continue to devote as much as we can to this project in between our customer orders. Globe replacement has been completed. Progress has been made to retrofit the single-globe fixtures in the first couple of blocks west of Fraser St. with LED lamps. Work will remain slow because of limited resources.

We had another successful month operating our generators during Santee Cooper's peak hour in May. The load profile is beginning to take on the characteristics of a summer profile, so peaks will typically occur between 4:00 and 8:00 pm for the next four or five months. Operating generation to capture the peak during summer months often requires more run time, because once the load rises to its maximum level for the day, it typically stays very close to the same level for several hours, and once we capture a peak, the next day may be just a little bit hotter, resulting in an even higher peak. This often means multiple hour runs for several hot days in a row, running sometimes until 9:00 pm.

Our Line Crew Supervisor position remains open. We have advertised the position internally and our current employees have declined the position. We have arranged to obtain assistance from a temporary person with field technical experience to perform some of the non-supervisory tasks of the position. This person started on a temporary part-time basis in early April and is handling some of the field engineering/customer contact work.

Additional radio equipment was installed which now allows a more robust communication channel between the AMI gateways in South Island Plantation, Belle Isle and the remainder of the AMI network. Recognition issues were also resolved during April with firmware updates and the system is now communicating. Water nodes have been installed in Belle Isle and we must now give the system a couple of weeks for nodes to work their way into the system. Many of the nodes installed in Belle Isle are indeed being picked up by the system. The need for additional relays will be evaluated to see if the remainder can be picked up. Another issue has developed with a significant number of water nodes on the system. The nodes report as ready on the system, which means they are communicating, but meter readings cannot be obtained. Cooper has been made aware of this problem and we are discussing possible reasons with them.

Attachment: may16report (2073 : May 2016 Electric Utility Department Report)

Work has started on the Broad Street revitalization project. The contractor started the project by installing underground conduit and pole bases for us, and this has been completed. There is additional landscaping, sidewalk and street work to be done before we can install decorative poles and lights. We will begin these installations after coordinating with the contractor. We are now waiting for SCDOT to complete the resurfacing of this street before the project can proceed any further. We are hoping this will occur by mid-July.

Plans have been approved for the replacement of the roof on the garage at the Electric office on Church Street. This work was completed during April. After inspection by the manufacturer, warranty papers will be received and the project will be complete. These warranty documents have not been received yet, but should be here any day.

Conceptual design work has been performed to determine what work will need to be done to serve two new businesses. Capt. D's can be served from the front of the property after installing an overhead line across the street. A proposed Bojangle's will also be served by extending existing line two spans along Fraser Street in front of Tractor Supply. Some of this line work was completed in September. Bojangle's started construction in March and temporary service has been provided to them. Bojangle's was provided with permanent service in late May and they are expected to open in early June.

After converting the temporary single-phase line installed to provide Georgetown Kraft Credit Union with temporary service to three-phase, additional measures were taken during June to provide this building with permanent service. Approximately 300' of conduit was bored in along GKCU's western property line, an elbow termination cabinet was installed, and a short three-phase UG run was installed to a new 300 KVA transformer to complete this service. With development plans for the surrounding property still unclear, it is hoped that the new UG line along the property line will be in a suitable position to be incorporated into the UG system to be installed for this potentially large commercial development. This was a large amount of work for our short-staffed line crew, but they did an excellent job of getting this service in on time. It has been quite some time since we have installed two new commercial services the size of Bojangle's and GKCU within two weeks of each other.

The FY 16/17 capital improvements plan was presented to City Council on January 23rd. New projects added to the plan this year include a residential development on Charlotte Street (dependent on developer action), replacement of LED lights under the handrails on the Harborwalk, and trucks/equipment for the proposed expansion of the tree crew. Staffing levels were also discussed. Expansion of the tree crew will be proposed with 3 tree trimmers and an arborist, and additional staffing on the line crew will also be requested. Complete budget proposals were submitted to City Hall on the 24th of February. Budget discussions to date have been favorable. Though it appears that the expansion of the tree crew will not be funded, and additional line technician and an engineering technician is being looked at favorably. In my opinion, these are the two most important personnel requests made in the Electric Department's budget.

Budget Document Performance Measures:

- Respond to customer requests so that services can be connected within 2 days of inspection approval – 100% compliance
- No more than 1 lost time accident – 100 % compliance
- Respond to non-storm outages within 30 minutes – 100 % compliance
- Respond to requests for location of underground facilities within 3 days – 100 % compliance

Attachment: may16report (2073 : May 2016 Electric Utility Department Report)

Data is still being gathered for these performance measures. If conflicting data is found, results will be revised in subsequent report.

The May safety meeting was held on May 19th and covered the topic of heat stress.

Other statistics of interest for May:

- Cut-on – regular 134
- Cut-off – regular 62
- Cut-off – non-pay 300
- Non-pay restores 237
- Re-read orders 281
- CNP finals 19
- Accidents – lost time 0
- Accidents – first aid/property damage 0
- PUPS locates 119
- Total orders worked 1048

Attachment: may16report (2073 : May 2016 Electric Utility Department Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

MONTHLY REPORT (ID # 2074)

Meeting: 06/16/16 05:30 PM
Department: Water Utilities
Category: Report
Prepared By: Will Cook
Initiator: Will Cook
Sponsors:
DOC ID: 2074

May 2016 Water Utilities Report

MAY 2016 WATER UTILITIES REPORT

Water Treatment Plant

- WTP Filtered Water Total 31.174 MG
- Average Daily Flow Finished Water 1.006 MGD
- King Well 7.609 MG
- Maryville Well 8.765 MG
- Working with contractor on High Service Pump Replacement project. Pumps are being ordered.
- SCDHEC performed lab inspection for certification. All approvals were granted, and we are waiting on lab certificate.

Wastewater Treatment Plant

- Influent Flow Total 100.969 MG
- Average Daily Influent Flow 3.257 MGD
- Effluent Flow Total 91.283 MG
- Average Daily Effluent Flow 2.945 MGD
- Rainfall Total 4.12 inches
- Contractor continues to work on Headworks project and SBR project.

Water Distribution

- Completed 87 work orders
- Repaired 36 water leaks
- Replaced 5 water meters
- Completed 116 locates

Wastewater Collection

- Completed 36 work orders
- Responded to 32 backups
- Routine line cleaning
- Completed 116 locates

Maintenance

- Completed 36 work orders

Attachment: May 2016 Water Utilities Report (2074 : May 2016 Water Utilities Report)

- Completed 18 work orders on pump stations throughout City
- Completed 6 work orders for the WWTP
- Completed 1 work order for the WTP

Stormwater

- Began work on Oakley St. Ditch Piping at beginning of May. Project expected to be complete by end of June.
- Completed 116 locates
- Routine line cleaning

Attachment: May 2016 Water Utilities Report (2074 : May 2016 Water Utilities Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Engineering
Category: Report
Prepared By: Orlando Arteaga
Initiator: Orlando Arteaga
Sponsors:
DOC ID: 2075

MONTHLY REPORT (ID # 2075)

May 2016 Engineering Report

City of Georgetown
Engineering Monthly Report
May 2016

Engineering - Orlando Arteaga, P.E. **Date: June 7, 2016**

Capital Improvement Projects

1. **Broad Street Streetscape**

- Landscape Architect: Krowka Associates
- Contractor: Green Wave Contracting
- Bid Amount: $183,250.00
- Notice to Proceed: 2/29/2016
- Construction Start: 3/10/2016
- Remaining work: lamp poles, parking line and crosswalk stripping is pending paving completion
- SCDOT concrete and asphalt paving work scheduled for June and July
- No work by SCDOT/Palmetto Paving Corp. has begun as of 6/7/2016

2. **Ben Cooper Park Improvements**

- Engineer: Stantec
- Works consists of design of 17 parking spaces and minor drainage improvements
- Design work is 100% complete
- Bid Ad released
- Bid due date is 7/7/2016 at 3:00 pm

3. **Cherry Street Water and Sewer**
Water

- Engineer: Stantec
- Work consists of new 1,725 lineal feet of 6-in. PVC water main on Cherry Street and Wilkinson Street.
- Design work is 90% pending SCDOT and DHEC permit reviews

Attachment: Engineering Monthly Report_May 2016 (2075 : May 2016 Engineering Report)

City of Georgetown
Engineering Monthly Report
May 2016

Sewer

- Engineer: N/A
- Contractor: Southeast Pipe Survey, Inc. from Patterson, GA.
- Bid amount: $ $78,728.25
- Notice to Proceed: 5/18/2016
- Construction Start: 6/1/2016
- Construction completion: 8/2/2016 (Anticipated)

4. **Drainage Improvements Project for Congdon, Highmarket, Lynch/Duke Streets Phase I and Phase II**
   - Engineer: AECOM
   - Design Start: 4/12/2016
   - Design work is on-going
   - Design drawings are 60% complete
   - Must prepare utility easement request with City Attorney

5. **East Bay Park Development**
   - Conceptual plan revised and presented to City Council on 3/24/16
   - City Council concurred with conceptual plan
   - An RFP for engineering services issued on 4/12/16 to five pre-qualified firms
   - Proposals were due 5/6/2016.
   - Mead and Hunt has been selected as the potential Engineer of Record pending Council approval of Mead & Hunt proposal dated 6/6/2016

6. **Bike Trail Feasibility Study**
   - Received feedback from SCDOT
   - Consultant to submit final report

Attachment: Engineering Monthly Report_May 2016 (2075 : May 2016 Engineering Report)

City of Georgetown
Engineering Monthly Report
May 2016

Private Development Projects Reviewed: None

SCDOT Road Encroachment Permits: Two

Meetings Attended

- WWT Plant Phase 1 and 2
- SCDOT
- GSATS
- AECOM

Attachment: Engineering Monthly Report_May 2016 (2075 : May 2016 Engineering Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Housing and Community Development
Category: Report
Prepared By: Rick Martin
Initiator: Rick Martin
Sponsors:
DOC ID: 2076

MONTHLY REPORT (ID # 2076)

May 2016 Housing & Community Development Report

Housing & Community Development
Monthly Report
May 2016

Building Official

Inspections and Permits
Checked areas for non-permitted as well as permitted work, site conditions, and responded to calls.

Monthly Report:

Business License	17
Stop Work	1
Re-Inspection	1
Footings	3
Rough Inspections	17
Electrical	9
Mobile Home	0
On-site	11
CO	1
CC	2
Plan Review & Sign	2
City Alarm System	0
Total	**64**

Review Meetings/On-site visits
Safety inspections

Other Meeting
Weekly Staff Meeting
Monthly Safety Meeting
Monthly Council Meeting
Council Workshops

Monthly Updates on Projects for March
Honorable Mayor & Council:

- Construction continues at the Georgetown Hospital, GKCU, Hampton Inn, Gentle Dentistry, Los Arrieros, and El Cerro Grande.
- Bojangles is scheduled to open on June 10th
- We currently have two single family homes permitted
- The contractors have finished the demo of the Yum-Yum on Duke Street
- Janet is extremely busy with overgrown lots, helping with signage and ARB
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park. She is doing site visits on the main corridors and Front Street each Monday and Friday.
- Matt is working with all departments as well as Planning and Zoning as well as beginning to work with the Planning Commission on the Land Use Element primarily with the Hi District.
- We are working with FEMA on the release of the updated Flood Maps and are sending notices to the new home owners that are effected.
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as the Board Secretary, scheduling inspections and meetings for the

Attachment: May 2016 Monthly Report (2076 : May 2016 H&CD Report)

- Debra, Janet, Cindy, and Matt have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

  Rick Martin

Code Enforcement

Overgrown Lots/Trash Violations/Business Licenses/Streets & Sanitation

Total Letters Issued for Overgrown Lots	128
Total Letters Issued for Neglect of Structures	0
Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/ Electronic Devices	2
Total Letter Issued for Vision Clearance	0
Total Work Orders Sent to Streets and Sanitation	0
Total Letters Sent for Dilapidated Structures	2
Total Letters sent for Sign Violations	9
Total Referrals for Water and Sewer	0
Total Citations Issued for Overgrown Lots	0
Total Citations Issued for Trash Violations	0
Total Citations Issued for Business Licenses	2
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	2
Total Violations Issued for Signage	0

Total Demolitions

Total Dilapidated Structures Removed **2**	1. Sam Bonds Life Estate; 913 Duke Street TMS# 05-0007-213-00-00 2. Georgetown Auto Parts (NAPA) 125 N. Fraser Street; TMS# 05-0023-041-00-00

Permits

Total Letters Issued for Encroachments	0
Total Citations Issued for Encroachments	0

Complaints

Total Complaints	10
Total referrals to Electric-Tree Crew	0

Administrative Assistant II

Board & Commissions:

ARB:

1. Property owner of 502 Front Street request the approval for alterations.
2. Property owner of 1021 Duke Street request the approval for alterations and

Attachment: May 2016 Monthly Report (2076 : May 2016 H&CD Report)

ARB (On-Site):
None

BZA:
None

Planning Commission:
1. Review of amendments of R5 district.

CAB (Community Appearance Board):
None

CBA (Construction Board of Appeals):
None

TRC:
None

FOIA:
None

Permit Valuation Report:

Commercial Addition	0
Commercial Alteration	3
Commercial Electric	0
Commercial Gas	0
Commercial Mechanical	4
Commercial New Build	1
Commercial Plumbing	1
Commercial Roofing	2
Demolition	2
Mobile Home	0
Residential Addition	2
Residential Alteration	9
Residential Electrical	5
Residential Gas	1
Residential Mechanical	3
Residential New Build	3
Residential Plumbing	0
Residential Roofing	8

Administrative Assistant's Daily Duties:
- Daily operation of the front desk
- Transcribing minutes for the Board(s) meetings
- Daily scheduling of inspections
- Preparing timesheets
- Put the packets together for Board meetings
- Departmental Budget for 2016-2017

Attachment: May 2016 Monthly Report (2076 : May 2016 H&CD Report)

Community Planner/GIS Technician

- **Sign Permits**: Craven's Grant real estate, Circle K, Hardee's, Taco Bell, Townhouse Restaurant, & Riverside Pediatrics.
- **Temporary Sign Permits**: Moore Dentistry, Riverside Pediatrics, Craven's Grant clubhouse, & Buzz's Roost.
- Prepared for and held Program for Public Information (PPI) meeting with the County and Pawleys Island for our CRS program. Had 10 people show up to discuss flood hazards and issues in and around Georgetown County. Also talked about flood insurance and the new FEMA FIRM maps.
- Continue to add agendas and minutes for all meetings to the website, and any bids that finance may have.
- Worked on the bus shelter location with the Grimes trying to find a location that suits everyone. They do not want to give us an easement to erect one near AT&T.
- No BZA meeting this month.
- Researched and wrote up my own version of a Mixed Use/Redevelopment District for the Land Use Element of the Comprehensive Plan update that WRCOG is working on right now.
- Planning Commission meeting on the manufactured homes in the Residential (R5) zoning district (West End). Heard public comments and PC decided to table it until they could read the West End Redevelopment Plan.
- Took pictures and prepared PowerPoint presentation for upcoming BZA meeting which has two agenda items on it.
- Print out multiple maps and plans for the engineering department.
- Get City Hall mail from the post office daily.
- Answer phones, emails, and walk-ins providing excellent customer service.

Keep Georgetown Beautiful

Corridor Enforcement (observation, letters, contacting, etc.)
Sago Palm planting in empty tree wells on Front Street
Kaminski and Stewart Parker house items (i.e. Flood insurance, termites)
Made and distributed flyers to Kensington, Maryville and McDonald schools for the opening of Splash Park and the Movies in the Park sponsored by City of Georgetown
Assisted with flyers for the West End regarding the Planning Commission Meeting about R-5 zoning. Helped to distribute them.
Attended Kensington Elementary School Science Day for Presentation to First Graders on littering
Dog bag replacement and ordering inventory
Keep Georgetown Beautiful Board Meeting
Purchased Drift Roses, met with Grounds maintenance about their placement.
Ordered sign for Splash Park and assisted with other Departments for signs.
Assisted with other Departments on beautification projects.
Coordinated with Greenwall Construction to begin the roof project in Ben Cooper Park.
Checked daily on progress.
Coordinated with Greenwall Construction to begin Morgan Park.
Gathered and boxed supplies for litter pick ups
Met with the Main Street Task Force Design Committee with main focus on Corridor Enhancement
Other Keep Georgetown Beautiful ongoing projects and other various duties
Support assistance in Department

Attachment: May 2016 Monthly Report (2076 : May 2016 H&CD Report)

FRIENDS OF THE KAMINSKI HOUSE REPORT – May 2016

The Visitor head count in May was even with last year, but overall year-to-date numbers are up 17%. Most of our May visitors were from out of town and they visited from 22 different states and six foreign countries.

As was reported last month, the museum piloted a new school field trip program in May. Second graders from Kensington Elementary School and Lowcountry Preparatory School visited the museum for two hours of hands-on learning experiences.

Students became detectives for the morning as they explored old photographs looking for changes to the Kaminski House over time and examined artifacts looking for clues to their usage and purpose.

In addition to taking a tour of the Kaminski House, the students learned to write with a quill pen and roll wooden hoops across the lawn.

The program will be available to all area second grade classes next school year.

The museum hosted artists on the lawn for the Georgetown Artwalk 2016. Hands-on children's art activities were also held on the museum property.

May was also a time for doing some repairs. Plaster work was repaired in the Stewart-Parker House entrance hall and the Kaminski House received a new compressor on one of its HVAC outdoor units.

Robin Gabriel

Attachment: May 2016 Monthly Report (2076 : May 2016 H&CD Report)

Georgetown City Council
120 North Fraser Street
Georgetown, SC 29442

SCHEDULED

Meeting: 06/16/16 05:30 PM
Department: Finance
Category: Report
Prepared By: Debra Bivens
Initiator: Debra Bivens
Sponsors:
DOC ID: 2081

MONTHLY REPORT (ID # 2081)

May 2016 Finance and IT Departments Report

May 2016 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Health Source of Georgetown, Riverside Pediatrics, The Law Office of Erin E. Bailey LLC, Wells Fargo Advisors

Projects Progress:

Grants: The City received confirmation from the South Carolina Rural Recreational Trails Program of a grant award in the amount of $77,758.60 for the East Bay Park Recreational Trail. The grant application process is very time consuming, but it pays off!

Audit FY 2015/16: The Auditors will be on site the week of June 13th for their preliminary review and will return in the fall for the full audit.

Attached are the Budget Performance Reports for May 2016.

Attachment: May 2016 Finance & IT Report (2081 : May 2016 Finance and IT Departments Report)

CITY OF GEORGETOWN
SALE OF ASSETS - FY 2015/2016
Account #0010-00-391-001

G/L Date	Gov Deal #	Asset #	Dept	Description	Amount	Sales Tax	Total Proceeds	GovDeals Fee	Notations
		-		No Activity	-	-	-	-	
				Total July	-	-	-	-	
-	451	No bids	Finance	2 Office Desk Chairs	-	-	-	-	N/A
-	452	No bids	Finance	Laptop Bag	-	-	-	-	N/A
-	453	No bids	Finance	Plastic Binding Combs	-	-	-	-	N/A
-	454	No bids	Finance	Server Strips (Qty. 8)	-	-	-	-	N/A
-	455	No bids	Finance	Analog Telephone Adapter	-	-	-	-	N/A
				Total August	**-**	**-**	**-**	**-**	
-	457	No bids	Finance	Server Strips	**-**	**-**	**-**	**-**	N/A
				Total September	**-**	**-**	**-**	**-**	
10/19/15	456	-	Finance	Motorola Android Phone	20.00	1.40	21.40	2.50	Michel Bayiha; Rec# 2016-17209
10/19/15	458	-	Finance	Motorola Android Phone	20.00	1.40	21.40	2.50	Michel Bayiha; Rec# 2016-17210
10/19/15	459	-	Finance	Iphones (Qty 6)	250.00	17.50	267.50	18.75	Mama Mouncherou; Rec# 2016-15938
-	460	No bids	Finance	Wireless Card ((Qty 9)	-	-	-	-	N/A
-	461	No bids	Finance	Sprint USB	-	-	-	-	N/A
10/09/15	462	-	Finance	HTC Android Phone	20.00	1.40	21.40	2.50	Michel Bayiha; Rec# 2016-17208
-	466	No bids	Finance	Toner Cartridge	-	-	-	-	N/A
-	467	No bids	Finance	Ink Cartridge (Qty 2)	-	-	-	-	N/A
				Total October	**310.00**	**21.70**	**331.70**	**26.25**	
11/12/15	463	-	Water	Mega Pure One Liter (Lab Equipment)	50.00	3.50	53.50	3.75	Michael Connolly; Rec# 2016-20945
11/03/15	465	-	Water	Fish Aquarium 48" x 12 1/2" x 21" (50 gal)	5.00	0.35	5.35	2.50	Myles Chasseareau; Rec# 2016-19582
				Total November	**55.00**	**3.85**	**58.85**	**6.25**	
12/18/15	464	-	Water	Corning Glass Tuber 10mm x 48"	10.00	0.70	10.70	2.50	Milton Blacburn; Rec# 2016-26600
				Total December	**10.00**	**0.70**	**10.70**	**2.50**	
01/15/16	468	-	Fire	Honda Generator	256.50	17.95	274.45	19.24	Sonny Nguyen; Rec# 2016-30587
				Total January	**256.50**	**17.95**	**274.45**	**19.24**	
-	469	No bids	Fire	Wooden Table	-	-	-	-	N/A
				Total February	**-**	**-**	**-**	**-**	
-	470	No bids	Finance	Four Dell PowerEdge 1850 Server	-	-	-	-	N/A
-	474	No bids	Finance	Two HP Proliant DL 360 G5/G6 Server	-	-	-	-	N/A
-	476	No bids	Finance	Five HP Proliant DL 380 G7 Server	-	-	-	-	N/A
-	481	No bids	Finance	Two HP Proliant DL 385 G7 Server	-	-	-	-	N/A
				Total March	-	-	-	-	
	4483	-	Fire	Lot of Super Pass II Device & Lite Tracker Dev	312.00	21.84	333.84	23.40	
				Total April	**312.00**	**21.84**	**333.84**	**23.40**	
		-		No Activity	-	-	-	-	
				Total May	-	-	-	-	
					-	-	-	-	
				Total June	-	-	-	-	
				TOTAL PER G/L	**943.50**	**66.04**	**1,009.54**	**77.64**	

Attachment: GovDeals-Monthly Rpts FY 15.16 (2081 : May 2016 Finance and IT Departments Report)

CITY OF GEORGETOWN
FY 2015/2016 GRANTS
May 31, 2016

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
FEDERAL GRANTS								
1	US Department of Agriculture	Rural Business Enterprise Grant	44,000.00	-	19,071.00	24,929.00	00-01	
2	Bureau of Justice Assistance	Bullet Proof Vest Grant 2014 Regular Solicitation	1,814.17	-	1,814.17	-	-	Closed
3	Bureau of Justice Assistance	Bullet Proof Vest Grant 2015 Regular Solicitation	1,896.68	-	-	1,896.68	-	
4	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	698,262.00	10,000.00	1,688,262.00	CDBG #4-CI-15-012	
STATE GRANTS								
5	SC Muni Insurance Trust	2016 Public Works Equipment	2,000.00	2,000.00	4,000.00	-	-	Closed
6	SC Muni Insurance Risk & Finance	2016 Law Enforcement Liability Reduction	2,000.00	-	2,000.00	-	-	Closed
7	SC Rural Infrastructure Authority	N. Congdon St & CSX Drainage Ditch Improvement Project	159,365.00	133,720.00	-	293,085.00	#R-16-1094	New
OTHER GRANTS								
8	International Paper Company	Outdoor Classroom at Morgan Park	15,000.00	-	900.00	14,100.00	-	
9	Palmetto Pride	Keep South Carolina Beautiful 2015	8,000.00	-	8,000.00	-	-	Closed
10	Palmetto Pride	Keep South Carolina Beautiful 2016	8,000.00	-	4,133.48	3,866.52	-	
11	Frances P. Bunnelle Foundation	A) 2015 Student Leadership Retreat-Police Department	4,489.57	-	4,489.57	-	-	Closed
		B) 2015 Camp GPD Blue Program-Police Department	1,510.43		1,510.43	-	-	Closed
		TOTAL	**1,248,075.85**	**833,982.00**	**55,918.65**	**2,026,139.20**		

Attachment: Grants-Monthly Rpts FY15.16 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund **0010 - General Fund**							
REVENUE							
Department **00 - Revenue**							
Property Taxes							
311.001	Property Taxes - Real	2,974,000.00	48,689.74	2,998,329.03	(24,329.03)	101	2,768,648.01
311.003	Property Taxes - Vehicles	260,000.00	26,917.09	226,652.01	33,347.99	87	277,360.64
311.005	Prop Tax-Penalties & Cost	31,000.00	.00	.00	31,000.00	0	33,616.16
	Property Taxes Totals	$3,265,000.00	$75,606.83	$3,224,981.04	$40,018.96	99%	$3,079,624.81
Licenses and Permits							
321.001	Business Licenses	2,351,000.00	695,373.47	1,074,441.43	1,276,558.57	46	2,661,811.27
321.002	Business Lic - Penalites	13,000.00	1,619.95	9,161.79	3,838.21	70	11,835.03
322.001	Cable TV Franchise	52,000.00	.00	66,383.92	(14,383.92)	128	97,798.02
322.002	S.C. Electric & Gas Co.	42,000.00	.00	.00	42,000.00	0	49,764.98
323.001	Electrical Permits	4,000.00	279.00	3,563.00	437.00	89	3,894.00
323.002	Plumbing Permits	2,000.00	125.00	450.00	1,550.00	22	1,251.00
323.003	Gas Permits	1,000.00	30.00	642.00	358.00	64	834.00
323.004	Building Permits	68,400.00	3,733.00	60,389.00	8,011.00	88	79,075.40
323.005	Yard Sale Permits	185.00	9.00	69.00	116.00	37	102.00
323.006	Mobile Home Permits	200.00	.00	.00	200.00	0	302.00
323.007	Demolition & Clearance	1,500.00	.00	1,500.00	.00	100	1,950.00
323.008	Mechanical Permits	7,000.00	851.00	6,747.00	253.00	96	7,441.00
323.010	Bus Lic Inspection Fee	1,200.00	225.00	1,050.00	150.00	88	1,450.00
323.014	Construct Parking Permit	50.00	.00	50.00	.00	100	70.00
323.015	Reinspection Fee	500.00	.00	300.00	200.00	60	425.00
323.018	Moving Permit	.00	.00	.00	.00	+++	100.00
323.019	Stop Work Order Fee	200.00	120.00	504.00	(304.00)	252	180.00
323.020	Board of Appeals Fee	500.00	150.00	450.00	50.00	90	.00
323.021	Zoning Fees	1,500.00	150.00	1,100.00	400.00	73	1,670.00
323.022	Plan Review Fee	27,000.00	279.50	11,302.50	15,697.50	42	29,173.00
323.023	Sign Permit Fee	4,500.00	838.00	5,186.00	(686.00)	115	5,118.00
323.024	Planning Commission Fees	200.00	.00	150.00	50.00	75	.00
323.025	ARB Fees	800.00	90.00	870.00	(70.00)	109	825.00
323.026	Plat Approval Fees	300.00	.00	220.00	80.00	73	220.00
323.027	Special Events Permit	1,000.00	50.00	511.00	489.00	51	959.00
323.028	Miscellaneous permits	500.00	.00	525.00	(25.00)	105	1,050.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
364.000	Housing Authority FILOT	31,000.00	.00	38,336.50	(7,336.50)	124	31,369.04
	Licenses and Permits Totals	$2,611,535.00	$703,922.92	$1,283,902.14	$1,327,632.86	49%	$2,988,667.74
	Impact Fees						
324.008	Fire Impact Fee	65,000.00	360.00	44,567.80	20,432.20	69	66,551.94
	Impact Fees Totals	$65,000.00	$360.00	$44,567.80	$20,432.20	69%	$66,551.94
	Fines and Forfeitures						
351.001	Police Fines	180,000.00	.00	139,892.19	40,107.81	78	184,308.54
351.003	Parking Fines	4,000.00	10.00	2,767.00	1,233.00	69	4,020.56
351.005	Safe Street Fees	150.00	.00	.00	150.00	0	100.00
351.008	Victim's Asst. Fees-(%)	15,000.00	.00	14,934.83	65.17	100	20,233.44
351.009	Victim's Asst. Flat Fees	7,000.00	.00	5,484.99	1,515.01	78	7,612.00
351.012	Traffic Education Program Fees	1,300.00	140.00	1,120.00	180.00	86	1,400.00
	Fines and Forfeitures Totals	$207,450.00	$150.00	$164,199.01	$43,250.99	79%	$217,674.54
	Charges for Services						
344.005	SRO Reimbursement	65,000.00	69,419.00	69,419.00	(4,419.00)	107	65,876.00
351.010	Misc Police Revenue	1,500.00	782.00	2,219.50	(719.50)	148	1,763.00
363.001	Fees for GIS/B&P Documents	.00	.00	10.00	(10.00)	+++	.00
363.005	FOIA Fees	750.00	.00	476.00	274.00	63	829.05
	Charges for Services Totals	$67,250.00	$70,201.00	$72,124.50	($4,874.50)	107%	$68,468.05
	State Shared						
311.004	Inventory Tax	132,978.00	.00	99,733.59	33,244.41	75	132,978.12
311.006	Homestead Exemption Tax	120,000.00	.00	125,610.84	(5,610.84)	105	115,688.23
311.007	Manufacturer's Tax Reduce	14,500.00	.00	26,931.87	(12,431.87)	186	14,574.24
311.008	Motor Carrier Lieu of Tax	5,000.00	136.33	8,989.23	(3,989.23)	180	5,200.32
335.001	Local Government Fund	175,000.00	.00	104,644.08	70,355.92	60	200,572.45
351.007	Sunday Liquor Sales	15,000.00	.00	4,300.00	10,700.00	29	17,450.00
	State Shared Totals	$462,478.00	$136.33	$370,209.61	$92,268.39	80%	$486,463.36
	Local Grants						
332.008	Other Local Grants	7,000.00	.00	15,480.85	(8,480.85)	221	10,633.47
	Local Grants Totals	$7,000.00	$0.00	$15,480.85	($8,480.85)	221%	$10,633.47
	Federal Grants						
335.004	Fema Recovery	.00	.00	103,405.75	(103,405.75)	+++	36,377.85
	Federal Grants Totals	$0.00	$0.00	$103,405.75	($103,405.75)	+++	$36,377.85
	Investment Earnings						
361.001	Investment Earnings	14,000.00	5,088.50	19,385.28	(5,385.28)	138	15,104.76

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
361.002	Invest Earnings-Restrict	.00	.00	(50,000.00)	50,000.00	+++	.00
	Investment Earnings Totals	$14,000.00	$5,088.50	($30,614.72)	$44,614.72	-219%	$15,104.76
	Miscellaneous						
362.000	Rents and Royalties	25,000.00	1,521.00	25,283.15	(283.15)	101	24,973.12
364.001	Steel Mill FILOT	31,000.00	.00	26,754.33	4,245.67	86	30,943.94
368.000	Work Comp Reimbursement	4,000.00	.00	1,632.82	2,367.18	41	7,294.00
369.000	Cash Over & Short	.00	(.45)	2.46	(2.46)	+++	(218.04)
369.002	Miscellaneous Revenue	3,000.00	503.41	2,849.85	150.15	95	11,933.31
369.003	Insurance Proceeds	3,448,000.00	1,721.53	70,081.66	3,377,918.34	2	57,583.72
369.005	Set-off Debt Collection Fees	1,500.00	325.00	2,557.17	(1,057.17)	170	2,325.00
369.013	Returned Check Fees	5,000.00	90.00	3,960.00	1,040.00	79	5,595.00
	Miscellaneous Totals	$3,517,500.00	$4,160.49	$133,121.44	$3,384,378.56	4%	$140,430.05
	Operating Transfers In						
392.001	From Electric Fund	1,400,000.00	116,666.63	1,283,332.93	116,667.07	92	1,400,000.00
392.003	From Accom Tax Fund	25,000.00	.00	27,509.88	(2,509.88)	110	29,782.99
392.009	From Hospitality Fund	108,000.00	9,000.00	99,000.00	9,000.00	92	108,000.00
394.002	Transfer from fund balance	43,075.00	.00	.00	43,075.00	0	.00
	Operating Transfers In Totals	$1,576,075.00	$125,666.63	$1,409,842.81	$166,232.19	89%	$1,537,782.99
	Financing Proceeds						
393.003	GO Bond Proceeds	1,500,000.00	.00	.00	1,500,000.00	0	.00
	Financing Proceeds Totals	$1,500,000.00	$0.00	$0.00	$1,500,000.00	0%	$0.00
	Sale of Assets						
391.001	Sale of Assets	5,000.00	(23.40)	809.61	4,190.39	16	3,308.52
	Sale of Assets Totals	$5,000.00	($23.40)	$809.61	$4,190.39	16%	$3,308.52
	Department **00 - Revenue** Totals	$13,298,288.00	$985,269.30	$6,792,029.84	$6,506,258.16	51%	$8,651,088.08
	REVENUE TOTALS	$13,298,288.00	$985,269.30	$6,792,029.84	$6,506,258.16	51%	$8,651,088.08
	EXPENSE						
	Department **01 - Administration**						
	Personal Services						
400.101	Regular Pay	325,900.00	27,216.72	297,871.10	28,028.90	91	312,776.21
401.103	Overtime	5,000.00	456.86	5,747.68	(747.68)	115	6,018.82
405.114	FICA	23,865.00	2,020.82	22,162.61	1,702.39	93	23,701.28
406.116	Retirement	34,925.00	3,001.74	32,937.39	1,987.61	94	35,078.94
408.125	SCMIT Worker's Comp Ins.	2,400.00	.00	2,458.16	(1,086.80)	145	1,782.12
410.001	Health Claims Cost	35,188.00	2,591.80	28,430.37	6,757.63	81	42,401.11

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
410.002	Health Claim Costs-Retire	.00	.00	(31.51)	31.51	+++	274.38
	Personal Services Totals	$427,278.00	$35,287.94	$389,575.80	$36,673.56	91%	$422,032.86
	Supplies						
500.101	Supplies and Materials	5,000.00	163.70	4,824.83	175.17	96	4,496.04
500.102	Equipment	2,000.00	.00	237.56	1,762.44	12	2,032.80
500.103	Furniture	3,000.00	.00	.00	3,000.00	0	4,639.24
510.106	Cleaning & Sanitation Sup	.00	.00	.00	.00	+++	812.37
	Supplies Totals	$10,000.00	$163.70	$5,062.39	$4,937.61	51%	$11,980.45
	Other Services & Charges						
610.111	Communications- Landline	5,050.00	699.86	4,908.27	141.73	97	5,762.64
610.112	Postage	450.00	.00	540.62	(90.62)	120	516.88
610.1110	Communications- Wireless	3,800.00	154.51	2,512.50	1,287.50	66	2,234.96
620.114	Advertising	800.00	136.50	282.75	517.25	35	150.15
640.124	Travel Expense	7,500.00	318.33	2,999.01	4,500.99	40	3,384.55
650.127	Electricity	10,916.00	571.82	6,000.71	4,915.29	55	9,988.37
650.128	Water	1,362.00	90.38	988.96	373.04	73	1,189.59
650.129	Wastewater	1,789.00	119.16	1,303.96	485.04	73	1,566.01
650.130	Sanitation	636.00	51.99	571.89	64.11	90	623.88
650.133	Stormwater	422.00	34.49	379.39	42.61	90	413.88
650.134	Security Lights	1,928.00	157.50	1,732.50	195.50	90	1,890.00
650.1271	Electricity- Sales Tax	365.00	24.83	272.78	92.22	75	338.97
660.139	Fleet Services Materials	500.00	.00	737.38	(237.38)	147	424.83
660.145	Gasoline & Oil	1,361.00	.00	645.93	715.07	47	1,264.30
660.1391	Fleet Services Labor	665.00	.00	206.25	458.75	31	206.25
670.156	Equipment Rental/Lease	7,000.00	761.16	6,286.04	713.96	90	5,668.66
685.180	Membership Dues and Fees	2,500.00	.00	1,510.00	990.00	60	1,808.55
685.182	Other Operating Expenses	1,200.00	144.45	1,679.88	(479.88)	140	628.83
685.186	Training	2,000.00	.00	1,011.17	988.83	51	505.00
685.1801	Subscriptions	300.00	.00	39.00	261.00	13	.00
686.187	Professional Services	.00	.00	46.57	(46.57)	+++	.00
686.189	Employee Medical	200.00	.00	125.00	75.00	62	190.00
686.195	Repair/Maint Svc Contract	800.00	21.00	561.87	238.13	70	1,032.50
686.1895	Employee wellness services	1,224.00	92.34	1,250.88	(26.88)	102	1,322.36
	Other Services & Charges Totals	$52,768.00	$3,378.32	$36,593.31	$16,174.69	69%	$41,111.16
	Other Objects						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
795.001	IT Internal Allocations	15,000.00	.00	24,255.19	(9,255.19)	162	26,226.84
795.995	GF Cost Distribution	(215,000.00)	(17,916.67)	(197,083.37)	(17,916.63)	92	(203,904.00)
	Other Objects Totals	($200,000.00)	($17,916.67)	($172,828.18)	($27,171.82)	86%	($177,677.16)
	Capital Outlay						
900.3000	Buildings & Improvements	3,438,000.00	.00	.00	3,438,000.00	0	.00
	Capital Outlay Totals	$3,438,000.00	$0.00	$0.00	$3,438,000.00	0%	$0.00
	Sub Department **02 - Mayor and Council**						
	Personal Services						
400.101	Regular Pay	95,000.00	9,346.15	103,533.38	(8,533.38)	109	91,909.71
405.114	FICA	6,175.00	608.17	6,677.87	(502.87)	108	9,694.28
406.116	Retirement	9,100.00	885.30	9,418.98	(318.98)	104	9,391.46
410.001	Health Claims Cost	65,228.00	3,720.68	34,207.89	31,020.11	52	75,155.19
	Personal Services Totals	$175,503.00	$14,560.30	$153,838.12	$21,664.88	88%	$186,150.64
	Supplies						
500.101	Supplies and Materials	1,000.00	159.27	910.86	89.14	91	2,692.79
500.102	Equipment	1,000.00	.00	.00	1,000.00	0	1,037.72
500.105	Printing and Binding	500.00	.00	.00	500.00	0	.00
	Supplies Totals	$2,500.00	$159.27	$910.86	$1,589.14	36%	$3,730.51
	Other Services & Charges						
610.111	Communications- Landline	800.00	47.90	735.32	64.68	92	810.88
610.112	Postage	110.00	.00	16.49	93.51	15	25.79
610.1110	Communications- Wireless	3,500.00	1,137.29	3,420.79	79.21	98	4,159.89
620.114	Advertising	500.00	97.50	367.25	132.75	73	666.75
640.124	Travel Expense	14,500.00	.00	3,940.99	10,559.01	27	11,342.57
670.156	Equipment Rental/Lease	9,500.00	1,620.00	8,910.00	(5,080.00)	153	9,720.00
685.180	Membership Dues and Fees	1,200.00	.00	.00	1,200.00	0	.00
685.182	Other Operating Expenses	1,500.00	3.99	682.40	817.60	45	823.38
685.186	Training	3,100.00	.00	295.82	2,804.18	10	2,565.00
685.1801	Subscriptions	1,000.00	.00	1,347.20	(347.20)	135	1,000.00
686.187	Professional Services	.00	1,197.04	1,336.74	(1,336.74)	+++	.00
686.1895	Employee wellness services	2,693.00	.00	46.87	2,646.13	2	148.00
	Other Services & Charges Totals	$38,403.00	$4,103.72	$21,099.87	$11,633.13	70%	$31,262.26
	Other Objects						
795.001	IT Internal Allocations	6,000.00	.00	8,808.80	(2,808.80)	147	10,322.97
	Other Objects Totals	$6,000.00	$0.00	$8,808.80	($2,808.80)	147%	$10,322.97

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Capital Outlay						
900.4300	Other Equipment	.00	.00	.00	.00	+++	944.94
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	+++	$944.94
	Sub Department **02 - Mayor and Council** Totals	$222,406.00	$18,823.29	$184,657.65	$32,078.35	86%	$232,411.32
	Department **01 - Administration** Totals	$3,950,452.00	$39,736.58	$443,060.97	$3,500,692.39	11%	$529,858.63
	Department **04 - Finance**						
	Personal Services						
400.101	Regular Pay	441,600.00	35,189.73	405,180.36	36,419.64	92	425,005.66
401.103	Overtime	3,000.00	(139.87)	2,317.57	682.43	77	2,683.09
401.106	Contract Labor	.00	.00	4,455.00	(4,455.00)	+++	.00
405.114	FICA	33,120.00	2,569.82	29,591.62	3,528.38	89	31,708.26
406.116	Retirement	46,575.00	3,857.30	44,213.41	2,361.59	95	46,997.91
408.125	SCMIT Worker's Comp Ins.	1,315.00	.00	1,347.62	(596.54)	145	977.00
410.001	Health Claims Cost	46,033.00	3,545.26	41,219.51	4,813.49	90	55,047.10
410.002	Health Claim Costs-Retire	7,018.00	.00	.00	7,018.00	0	9,157.10
	Personal Services Totals	$578,661.00	$45,022.24	$528,325.09	$49,771.99	91%	$571,576.12
	Supplies						
500.101	Supplies and Materials	7,000.00	883.72	6,807.83	192.17	97	7,641.86
500.102	Equipment	1,500.00	.00	.00	1,500.00	0	1,574.21
500.103	Furniture	1,000.00	.00	524.84	475.16	52	1,982.71
500.105	Printing and Binding	250.00	.00	.00	250.00	0	.00
	Supplies Totals	$9,750.00	$883.72	$7,332.67	$2,417.33	75%	$11,198.78
	Other Services & Charges						
610.111	Communications- Landline	3,500.00	318.51	2,759.70	740.30	79	3,870.44
610.112	Postage	4,300.00	11.51	2,890.20	1,409.80	67	4,849.45
610.1110	Communications- Wireless	2,500.00	148.10	1,601.57	898.43	64	1,827.65
620.114	Advertising	300.00	.00	489.60	(189.60)	163	273.00
640.124	Travel Expense	3,500.00	234.53	2,050.30	1,449.70	59	2,281.14
650.127	Electricity	9,356.00	490.13	5,143.45	4,212.55	55	8,561.47
650.128	Water	1,167.00	77.47	847.67	319.33	73	1,019.64
650.129	Wastewater	1,534.00	102.14	1,117.67	416.33	73	1,342.30
650.130	Sanitation	545.00	44.56	490.16	54.84	90	564.29
650.133	Stormwater	362.00	29.57	325.27	36.73	90	325.27
650.134	Security Lights	1,652.00	135.00	1,485.00	167.00	90	1,620.00
650.1271	Electricity- Sales Tax	313.00	21.28	233.78	79.22	75	290.54

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
670.156	Equipment Rental/Lease	7,000.00	995.31	7,126.72	(126.72)	102	6,996.20
685.180	Membership Dues and Fees	1,000.00	.00	605.00	395.00	60	635.00
685.182	Other Operating Expenses	41,600.00	.00	33,545.70	8,054.30	81	44,310.16
685.184	Continuing Education	2,500.00	706.40	1,451.40	1,048.60	58	913.50
685.186	Training	1,500.00	.00	617.79	882.21	41	1,297.50
685.1801	Subscriptions	300.00	39.00	318.00	(18.00)	106	225.00
686.187	Professional Services	600.00	.00	23.28	576.72	4	600.00
686.189	Employee Medical	200.00	.00	.00	200.00	0	135.00
686.195	Repair/Maint Svc Contract	3,000.00	245.26	3,097.24	(97.24)	103	3,920.32
686.1895	Employee wellness services	2,693.00	50.61	807.81	1,885.19	30	842.70
	Other Services & Charges Totals	$89,422.00	$3,649.38	$67,027.31	$22,394.69	75%	$86,700.57
	Other Objects						
795.001	IT Internal Allocations	25,000.00	.00	27,977.38	(2,977.38)	112	30,809.39
795.995	GF Cost Distribution	(412,530.00)	(34,377.48)	(378,152.28)	(34,377.72)	92	(384,737.00)
	Other Objects Totals	($387,530.00)	($34,377.48)	($350,174.90)	($37,355.10)	90%	($353,927.61)
	Department **04 - Finance** Totals	$290,303.00	$15,177.86	$252,510.17	$37,228.91	87%	$315,547.86
	Department **05 - Police**						
	Sub Department **05 - Police Staff Services**						
	Personal Services						
400.101	Regular Pay	1,505,000.00	134,409.89	1,367,497.55	137,502.45	91	1,450,988.68
401.103	Overtime	82,950.00	(6,338.00)	72,769.29	10,180.71	88	69,370.87
405.114	FICA	116,445.00	9,902.46	103,564.54	12,880.46	89	112,905.59
406.116	Retirement	207,080.00	18,137.41	190,039.28	17,040.72	92	202,080.09
407.122	Life Insurance	45.00	.00	.00	45.00	0	.00
408.125	SCMIT Worker's Comp Ins.	35,960.00	1,400.75	46,835.01	(25,228.92)	170	31,136.30
410.001	Health Claims Cost	221,157.00	14,654.38	154,874.59	66,282.41	70	294,960.95
410.002	Health Claim Costs-Retire	.00	3,122.48	35,612.28	(35,612.28)	+++	3,975.18
	Personal Services Totals	$2,168,637.00	$175,289.37	$1,971,192.54	$183,090.55	92%	$2,165,417.66
	Supplies						
500.101	Supplies and Materials	29,000.00	4,941.69	20,892.76	8,107.24	72	26,054.76
500.102	Equipment	30,960.00	.00	12,068.20	16,068.81	48	18,591.61
500.103	Furniture	2,000.00	.00	.00	2,000.00	0	794.15
501.101	Uniforms and Clothing	30,223.00	6,882.01	15,093.63	13,557.87	55	30,645.32
	Supplies Totals	$92,183.00	$11,823.70	$48,054.59	$39,733.92	57%	$76,085.84
	Other Services & Charges						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
610.111	Communications- Landline	7,500.00	707.56	6,104.95	1,395.05	81	8,550.18
610.112	Postage	2,000.00	.00	321.72	1,678.28	16	1,015.03
610.1110	Communications- Wireless	51,600.00	6,080.11	43,309.12	6,718.36	87	46,813.74
620.114	Advertising	1,500.00	.00	491.90	1,008.10	33	346.00
640.124	Travel Expense	13,995.00	332.66	6,400.95	7,594.05	46	6,282.85
650.127	Electricity	31,460.00	1,996.73	22,180.45	9,279.55	71	29,177.63
650.128	Water	3,717.00	505.43	2,924.01	792.99	79	2,858.94
650.129	Wastewater	2,096.00	154.85	1,725.83	370.17	82	2,029.68
650.130	Sanitation	2,233.00	182.46	2,007.06	225.94	90	2,189.52
650.133	Stormwater	1,346.00	110.00	1,210.00	136.00	90	1,320.00
650.134	Security Lights	3,793.00	309.89	3,408.79	384.21	90	3,718.68
650.1271	Electricity- Sales Tax	1,147.00	84.31	984.32	162.68	86	1,116.96
660.133	Repairs & Maint. Services	29,100.00	3,302.78	8,894.42	13,960.58	52	22,195.39
660.139	Fleet Services Materials	35,000.00	1,321.76	25,751.25	9,248.75	74	34,106.40
660.145	Gasoline & Oil	73,881.00	332.31	39,817.85	34,063.15	54	66,175.11
660.1391	Fleet Services Labor	40,600.00	701.25	37,975.64	2,624.36	94	40,830.06
670.156	Equipment Rental/Lease	5,200.00	492.67	4,372.85	827.15	84	5,399.11
682.1721	Prisoner Housing	185,000.00	.00	142,375.66	51,824.34	72	186,775.04
685.180	Membership Dues and Fees	775.00	250.00	835.00	(60.00)	108	875.00
685.182	Other Operating Expenses	10,600.00	447.28	11,857.12	(1,257.12)	112	10,289.25
685.184	Continuing Education	5,000.00	1,496.68	4,474.71	525.29	89	1,222.54
685.186	Training	14,000.00	756.33	11,733.81	2,266.19	84	6,185.57
685.187	Special Projects	8,000.00	.00	198.22	7,801.78	2	.00
685.189	Reserve Program	6,050.00	.00	285.43	5,764.57	5	.00
685.1801	Subscriptions	4,710.00	241.35	4,264.50	445.50	91	4,160.16
685.1861	Law Enforce Accreditation	600.00	.00	.00	600.00	0	300.00
686.186	Legal Services	.00	198.80	198.80	(198.80)	+++	5,500.00
686.187	Professional Services	.00	.00	46.57	(46.57)	+++	.00
686.189	Employee Medical	12,075.00	8,330.00	10,697.00	1,378.00	89	13,571.00
686.194	Other Prof/Tech Services	53,000.00	.00	53,000.00	.00	100	53,000.00
686.195	Repair/Maint Svc Contract	31,500.00	505.40	18,420.46	17,079.54	46	24,283.57
686.1895	Employee wellness services	9,547.00	1,299.57	15,431.61	(5,884.61)	162	15,767.59
687.203	Contract Services	58,000.00	9,000.00	53,150.00	4,850.00	92	24,650.00
	Other Services & Charges Totals	$705,025.00	$39,140.18	$534,850.00	$175,557.48	75%	$620,705.00
	Other Objects						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
795.001	IT Internal Allocations	40,000.00	.00	50,774.87	(10,774.87)	127	56,619.03
795.010	911 Expense Billing	(1,600.00)	(157.30)	(1,920.80)	320.80	120	(1,856.09)
	Other Objects Totals	$38,400.00	($157.30)	$48,854.07	($10,454.07)	127%	$54,762.94
	Capital Outlay						
900.4100	Vehicles	.00	.00	.00	.00	+++	106,324.00
900.4300	Other Equipment	.00	.00	35,939.74	4,225.59	+++	190,277.45
	Capital Outlay Totals	$0.00	$0.00	$35,939.74	$4,225.59	+++	$296,601.45
	Sub Department **05 - Police Staff Services** Totals	$3,004,245.00	$226,095.95	$2,638,890.94	$392,153.47	87%	$3,213,572.89
	Sub Department **07 - Victim's Advocate**						
	Personal Services						
400.101	Regular Pay	31,800.00	2,670.87	29,232.44	2,567.56	92	30,508.46
401.103	Overtime	1,000.00	(55.14)	397.83	602.17	40	393.89
405.114	FICA	2,300.00	184.22	2,053.14	246.86	89	2,214.43
406.116	Retirement	3,470.00	287.87	3,187.49	282.51	92	3,508.55
408.125	SCMIT Worker's Comp Ins.	290.00	.00	299.48	(134.79)	146	217.12
410.001	Health Claims Cost	7,357.00	.00	3,698.29	3,658.71	50	9,228.20
	Personal Services Totals	$46,217.00	$3,087.82	$38,868.67	$7,223.02	84%	$46,070.65
	Supplies						
500.101	Supplies and Materials	1,075.00	.00	568.86	506.14	53	718.56
501.101	Uniforms and Clothing	400.00	.00	182.97	217.03	46	239.91
	Supplies Totals	$1,475.00	$0.00	$751.83	$723.17	51%	$958.47
	Other Services & Charges						
610.111	Communications- Landline	180.00	11.97	128.51	51.49	71	202.69
610.112	Postage	500.00	.00	150.00	350.00	30	469.32
610.1110	Communications- Wireless	900.00	97.88	744.94	123.44	86	881.59
640.124	Travel Expense	1,225.00	.00	391.29	833.71	32	1,068.25
660.133	Repairs & Maint. Services	750.00	.00	.00	750.00	0	.00
660.139	Fleet Services Materials	100.00	.00	.00	100.00	0	.00
660.145	Gasoline & Oil	86.00	24.01	415.05	(329.05)	483	179.09
660.1391	Fleet Services Labor	100.00	.00	.00	100.00	0	.00
670.156	Equipment Rental/Lease	240.00	76.50	306.00	(66.00)	128	.00
685.180	Membership Dues and Fees	.00	.00	25.00	(25.00)	+++	.00
685.182	Other Operating Expenses	500.00	.00	100.00	400.00	20	170.00
685.186	Training	950.00	.00	475.00	475.00	50	450.00
685.187	Special Projects	500.00	.00	370.95	129.05	74	6.36

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.189	Employee Medical	425.00	.00	.00	425.00	0	.00
686.195	Repair/Maint Svc Contract	500.00	.00	375.00	125.00	75	350.00
	Other Services & Charges Totals	$6,956.00	$210.36	$3,481.74	$3,442.64	51%	$3,777.30
	Other Objects						
795.001	IT Internal Allocations	4,000.00	.00	3,475.49	524.51	87	3,652.29
	Other Objects Totals	$4,000.00	$0.00	$3,475.49	$524.51	87%	$3,652.29
	Sub Department **07 - Victim's Advocate** Totals	$58,648.00	$3,298.18	$46,577.73	$11,913.34	80%	$54,458.71
	Sub Department **26 - Grants**						
	Supplies						
500.101	Supplies and Materials	4,200.00	.00	18.08	4,181.92	0	68.90
500.102	Equipment	18,200.00	.00	.00	6,877.26	62	.00
501.101	Uniforms and Clothing	800.00	.00	.00	800.00	0	388.64
	Supplies Totals	$23,200.00	$0.00	$18.08	$11,859.18	49%	$457.54
	Other Services & Charges						
610.1110	Communications- Wireless	2,720.00	195.76	1,474.19	1,183.47	56	1,445.05
640.124	Travel Expense	2,600.00	.00	374.80	2,225.20	14	(.01)
660.133	Repairs & Maint. Services	1,000.00	.00	.00	1,000.00	0	.00
660.139	Fleet Services Materials	.00	.00	749.55	(749.55)	+++	780.50
660.145	Gasoline & Oil	3,521.00	.00	1,635.11	1,885.89	46	2,618.51
660.1391	Fleet Services Labor	.00	.00	703.48	(703.48)	+++	507.44
685.182	Other Operating Expenses	2,400.00	.00	841.26	1,558.74	35	4,977.92
685.186	Training	1,200.00	.00	60.00	1,140.00	5	.00
685.187	Special Projects	.00	.00	(22.76)	22.76	+++	6,496.38
	Other Services & Charges Totals	$13,441.00	$195.76	$5,815.63	$7,563.03	44%	$16,825.79
	Sub Department **26 - Grants** Totals	$36,641.00	$195.76	$5,833.71	$19,422.21	47%	$17,283.33
	Sub Department **28 - Safe Streets**						
	Supplies						
500.101	Supplies and Materials	2,000.00	.00	650.84	1,349.16	33	1,108.06
	Supplies Totals	$2,000.00	$0.00	$650.84	$1,349.16	33%	$1,108.06
	Other Services & Charges						
685.182	Other Operating Expenses	2,225.00	.00	1,803.39	421.61	81	1,738.88
685.187	Special Projects	2,400.00	.00	1,001.52	1,398.48	42	1,338.57
	Other Services & Charges Totals	$4,625.00	$0.00	$2,804.91	$1,820.09	61%	$3,077.45
	Sub Department **28 - Safe Streets** Totals	$6,625.00	$0.00	$3,455.75	$3,169.25	52%	$4,185.51
	Department **05 - Police** Totals	$3,106,159.00	$229,589.89	$2,694,758.13	$426,658.27	86%	$3,289,500.44

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Department	**09 - Housing and Community Dev.**						
Personal Services							
400.101	Regular Pay	204,125.00	17,882.68	196,147.29	7,977.71	96	183,711.05
401.103	Overtime	2,500.00	196.25	3,136.35	(636.35)	125	2,579.93
405.114	FICA	15,300.00	1,293.87	14,076.27	1,223.73	92	13,595.64
406.116	Retirement	21,555.00	1,956.98	21,263.44	291.56	99	20,523.62
408.125	SCMIT Worker's Comp Ins.	1,150.00	.00	1,185.41	(531.46)	146	859.39
410.001	Health Claims Cost	35,260.00	3,297.04	35,491.97	(231.97)	101	33,781.80
	Personal Services Totals	$279,890.00	$24,626.82	$271,300.73	$8,093.22	97%	$255,051.43
Supplies							
500.101	Supplies and Materials	5,000.00	.00	2,812.43	2,187.57	56	6,085.77
500.102	Equipment	4,327.00	.00	176.25	4,150.75	4	337.62
500.103	Furniture	500.00	.00	.00	500.00	0	724.13
500.105	Printing and Binding	750.00	.00	1,424.79	(674.79)	190	700.97
	Supplies Totals	$10,577.00	$0.00	$4,413.47	$6,163.53	42%	$7,848.49
Other Services & Charges							
610.111	Communications- Landline	1,500.00	198.95	1,476.24	23.76	98	1,846.14
610.112	Postage	1,500.00	.00	1,332.84	167.16	89	1,744.79
610.1110	Communications- Wireless	2,400.00	106.50	1,210.41	1,189.59	50	1,260.29
620.114	Advertising	2,041.00	190.56	2,031.06	9.94	100	2,241.73
640.124	Travel Expense	832.00	192.02	562.25	269.75	68	1,080.05
650.127	Electricity	6,238.00	326.76	3,428.99	2,809.01	55	5,707.64
650.128	Water	778.00	51.65	565.15	212.85	73	679.80
650.129	Wastewater	1,022.00	68.09	745.14	276.86	73	894.86
650.130	Sanitation	364.00	29.71	326.81	37.19	90	356.52
650.133	Stormwater	241.00	19.71	216.81	24.19	90	236.52
650.134	Security Lights	1,102.00	90.00	990.00	112.00	90	1,080.00
650.1271	Electricity- Sales Tax	209.00	14.18	155.87	53.13	75	193.70
660.139	Fleet Services Materials	500.00	.00	307.85	192.15	62	849.26
660.145	Gasoline & Oil	2,835.00	.00	1,347.16	1,487.84	48	2,304.44
660.1391	Fleet Services Labor	665.00	.00	564.80	100.20	85	855.70
670.156	Equipment Rental/Lease	7,000.00	416.53	7,269.76	(269.76)	104	8,288.20
685.180	Membership Dues and Fees	1,000.00	.00	982.50	17.50	98	1,088.00
685.182	Other Operating Expenses	2,000.00	381.45	1,960.55	39.45	98	1,746.28
685.184	Continuing Education	1,140.00	146.88	1,455.58	(315.58)	128	524.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.186	Training	3,945.00	281.31	796.31	3,148.69	20	1,157.44
685.192	KGB Operations	7,000.00	235.09	4,144.93	2,855.07	59	5,323.50
685.1801	Subscriptions	.00	.00	39.00	(39.00)	+++	.00
685.1921	KGB grant expenses	7,000.00	338.15	9,614.33	(2,614.33)	137	4,633.47
686.187	Professional Services	.00	.00	46.57	(46.57)	+++	.00
686.191	Contract Services/Studies	92,000.00	.00	69,481.26	22,518.74	76	25,013.00
686.195	Repair/Maint Svc Contract	1,000.00	21.00	1,211.62	(211.62)	121	1,417.00
686.1895	Employee wellness services	1,224.00	44.52	725.57	498.43	59	682.95
	Other Services & Charges Totals	$145,536.00	$3,153.06	$112,989.36	$32,546.64	78%	$71,205.28
	Other Objects						
795.001	IT Internal Allocations	12,000.00	.00	17,387.47	(5,387.47)	145	18,140.05
	Other Objects Totals	$12,000.00	$0.00	$17,387.47	($5,387.47)	145%	$18,140.05
	Capital Outlay						
900.4100	Vehicles	.00	.00	.00	.00	+++	25,381.00
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	+++	$25,381.00
	Department **09 - Housing and Community Dev.** Totals	$448,003.00	$27,779.88	$406,091.03	$41,415.92	91%	$377,626.25
	Department **10 - Municipal Court**						
	Personal Services						
400.101	Regular Pay	97,500.00	7,277.17	88,901.52	8,598.48	91	93,600.17
401.103	Overtime	3,500.00	457.65	4,027.56	(527.56)	115	3,494.72
405.114	FICA	8,000.00	554.21	6,708.57	1,291.43	84	7,164.04
406.116	Retirement	10,750.00	803.05	9,855.38	894.62	92	10,464.56
408.125	SCMIT Worker's Comp Ins.	725.00	.00	736.21	(319.28)	144	533.73
410.001	Health Claims Cost	19,032.00	1,319.38	15,731.71	3,300.29	83	23,449.77
	Personal Services Totals	$139,507.00	$10,411.46	$125,960.95	$13,237.98	91%	$138,706.99
	Supplies						
500.101	Supplies and Materials	3,000.00	254.45	2,162.30	837.70	72	2,411.05
500.102	Equipment	1,500.00	.00	1,679.15	(179.15)	112	.00
500.103	Furniture	.00	.00	.00	.00	+++	903.02
	Supplies Totals	$4,500.00	$254.45	$3,841.45	$658.55	85%	$3,314.07
	Other Services & Charges						
610.111	Communications- Landline	550.00	35.93	385.57	164.43	70	608.15
610.112	Postage	2,500.00	.00	1,974.03	525.97	79	2,073.93
610.1110	Communications- Wireless	325.00	33.33	366.05	(41.05)	113	394.14
640.124	Travel Expense	2,000.00	.00	728.21	1,271.79	36	474.10

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.127	Electricity	5,850.00	371.31	4,078.90	1,771.10	70	5,425.84
650.128	Water	567.00	77.06	445.88	121.12	79	435.94
650.129	Wastewater	320.00	23.61	263.15	56.85	82	309.48
650.130	Sanitation	118.00	9.67	106.37	11.63	90	116.04
650.133	Stormwater	213.00	17.39	191.29	21.71	90	208.68
650.134	Security Lights	466.00	38.11	419.21	46.79	90	457.32
650.1271	Electricity- Sales Tax	213.00	15.68	183.05	29.95	86	207.72
660.133	Repairs & Maint. Services	9,500.00	.00	368.05	9,131.95	4	1,019.86
660.139	Fleet Services Materials	100.00	.00	.00	100.00	0	127.32
660.145	Gasoline & Oil	671.00	.00	373.53	297.47	56	549.99
660.1391	Fleet Services Labor	100.00	.00	567.02	(467.02)	567	110.00
670.156	Equipment Rental/Lease	3,000.00	.00	1,171.41	1,828.59	39	1,725.13
685.180	Membership Dues and Fees	75.00	.00	75.00	.00	100	125.00
685.182	Other Operating Expenses	2,500.00	588.00	2,991.40	(491.40)	120	3,000.30
685.184	Continuing Education	1,800.00	.00	.00	1,800.00	0	.00
685.186	Training	.00	.00	160.00	(160.00)	+++	606.00
686.187	Professional Services	.00	.00	23.28	(23.28)	+++	.00
686.195	Repair/Maint Svc Contract	.00	21.00	1,055.49	(1,055.49)	+++	2,180.43
686.1895	Employee wellness services	734.00	27.65	428.30	305.70	58	427.41
	Other Services & Charges Totals	$31,602.00	$1,258.74	$16,355.19	$15,246.81	52%	$20,582.78
	Other Objects						
795.001	IT Internal Allocations	20,500.00	.00	19,168.56	1,331.44	94	20,516.14
	Other Objects Totals	$20,500.00	$0.00	$19,168.56	$1,331.44	94%	$20,516.14
	Department **10 - Municipal Court** Totals	$196,109.00	$11,924.65	$165,326.15	$30,474.78	84%	$183,119.98
	Department **11 - Fire**						
	Personal Services						
400.101	Regular Pay	1,195,000.00	95,458.88	1,109,340.36	85,659.64	93	1,151,355.38
401.103	Overtime	60,000.00	5,994.87	110,695.87	(50,695.87)	184	103,509.48
402.111	Volunteer Employees	9,000.00	600.00	3,555.00	5,445.00	40	2,865.00
405.114	FICA	89,175.00	7,207.39	85,292.94	3,882.06	96	91,437.38
406.116	Retirement	151,750.00	13,215.52	158,355.64	(6,605.64)	104	161,259.33
408.125	SCMIT Worker's Comp Ins.	18,400.00	218.61	21,185.19	(10,622.66)	158	13,099.28
410.001	Health Claims Cost	219,673.00	15,576.58	171,616.04	48,056.96	78	274,304.72
410.002	Health Claim Costs-Retire	.00	3,195.24	43,036.86	(43,036.86)	+++	4,190.58
	Personal Services Totals	$1,742,998.00	$141,467.09	$1,703,077.90	$32,082.63	98%	$1,802,021.15

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Supplies							
500.101	Supplies and Materials	25,000.00	1,255.29	17,627.85	7,372.15	71	28,805.90
500.102	Equipment	55,000.00	1,246.86	25,930.96	18,575.45	66	48,491.17
500.103	Furniture	2,000.00	.00	2,131.52	(131.52)	107	1,698.59
500.105	Printing and Binding	1,000.00	299.60	367.37	632.63	37	.00
500.107	Technology Supplies	5,200.00	344.50	3,256.04	1,943.96	63	5,946.41
501.101	Uniforms and Clothing	31,000.00	860.60	31,823.27	(57,407.49)	285	34,135.90
515.121	Safety Supplies	5,000.00	128.22	5,039.66	(39.66)	101	239.67
515.128	Medical Supplies	10,000.00	785.32	6,122.87	3,877.13	61	12,467.21
531.140	Haz Mat Supplies/Equipmnt	10,000.00	1,206.96	7,071.43	2,928.57	71	8,807.78
	Supplies Totals	$144,200.00	$6,127.35	$99,370.97	($22,248.78)	115%	$140,592.63
Other Services & Charges							
610.111	Communications- Landline	6,500.00	666.60	5,184.78	1,315.22	80	6,722.96
610.112	Postage	300.00	149.53	777.03	(477.03)	259	1,463.35
610.1110	Communications- Wireless	24,000.00	2,118.52	25,793.91	(1,793.91)	107	26,975.17
620.114	Advertising	500.00	136.50	370.50	129.50	74	.00
630.121	Fire Prevention Materials	8,500.00	.00	6,548.30	1,951.70	77	6,757.81
640.124	Travel Expense	5,986.00	74.69	2,384.45	3,601.55	40	5,249.93
650.127	Electricity	20,524.00	1,612.01	19,858.87	665.13	97	22,629.77
650.128	Water	2,214.00	144.63	1,623.43	590.57	73	1,955.56
650.129	Wastewater	2,991.00	197.38	2,213.30	777.70	74	2,653.68
650.130	Sanitation	964.00	78.76	866.36	97.64	90	945.12
650.133	Stormwater	804.00	65.70	722.70	81.30	90	788.40
650.134	Security Lights	1,848.00	151.00	1,661.00	187.00	90	1,812.00
650.1271	Electricity- Sales Tax	2,306.00	182.82	3,240.36	(934.36)	141	3,484.01
660.103	Emergency Preparedness	3,000.00	.00	3,316.03	(316.03)	111	3,178.97
660.133	Repairs & Maint. Services	35,000.00	2,210.64	35,138.24	(6,406.11)	118	37,042.43
660.139	Fleet Services Materials	33,000.00	1,846.87	29,280.79	3,719.21	89	40,423.08
660.145	Gasoline & Oil	25,872.00	.00	13,954.27	11,917.73	54	22,179.38
660.1391	Fleet Services Labor	11,493.00	.00	14,626.06	(3,133.06)	127	12,908.75
660.1392	Fleet Svcs- Outside Vends	15,000.00	.00	13,791.14	1,208.86	92	35,299.58
670.156	Equipment Rental/Lease	8,000.00	657.03	7,913.17	86.83	99	8,523.26
682.169	Laundry & Linen	2,500.00	.00	468.65	2,031.35	19	1,341.64
685.180	Membership Dues and Fees	1,500.00	.00	630.00	870.00	42	889.00
685.182	Other Operating Expenses	5,000.00	229.72	4,270.78	729.22	85	10,403.01

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.184	Continuing Education	.00	.00	75.00	(75.00)	+++	1,080.00
685.186	Training	23,000.00	261.01	8,918.76	14,081.24	39	19,442.05
685.1801	Subscriptions	12,000.00	523.75	12,756.77	(756.77)	106	10,715.18
686.187	Professional Services	.00	.00	46.57	(46.57)	+++	.00
686.189	Employee Medical	21,000.00	.00	11,078.00	9,922.00	53	12,079.00
686.195	Repair/Maint Svc Contract	70,165.00	15,631.76	66,451.31	1,863.69	97	67,800.44
686.1895	Employee wellness services	7,589.00	703.45	7,318.74	270.26	96	7,888.37
	Other Services & Charges Totals	$351,556.00	$27,642.37	$301,279.27	$42,158.86	88%	$372,631.90
	Other Objects						
795.001	IT Internal Allocations	18,000.00	.00	27,977.38	(9,977.38)	155	30,913.64
	Other Objects Totals	$18,000.00	$0.00	$27,977.38	($9,977.38)	155%	$30,913.64
	Capital Outlay						
900.3000	Buildings & Improvements	1,500,000.00	750.00	7,950.00	1,492,050.00	1	.00
900.4300	Other Equipment	.00	.00	.00	.00	+++	24,933.06
	Capital Outlay Totals	$1,500,000.00	$750.00	$7,950.00	$1,492,050.00	1%	$24,933.06
	Department **11 - Fire** Totals	$3,756,754.00	$175,986.81	$2,139,655.52	$1,534,065.33	59%	$2,371,092.38
	Department **12 - Public Works**						
	Personal Services						
400.101	Regular Pay	530,000.00	56,180.23	482,694.32	47,305.68	91	510,993.28
401.103	Overtime	30,000.00	2,230.77	30,532.73	(532.73)	102	35,623.25
401.109	Seasonal City employee labor	(58,000.00)	.00	.00	(58,000.00)	0	.00
405.114	FICA	39,330.00	4,156.88	35,590.24	3,739.76	90	39,459.62
406.116	Retirement	54,850.00	6,264.62	53,902.07	947.93	98	59,251.28
408.125	SCMIT Worker's Comp Ins.	8,100.00	754.56	14,164.73	(9,584.02)	218	6,097.22
410.001	Health Claims Cost	137,745.00	8,449.56	104,431.17	33,313.83	76	169,828.50
410.002	Health Claim Costs-Retire	386.00	1,070.70	11,587.38	(11,201.38)	3002	1,933.92
	Personal Services Totals	$742,411.00	$79,107.32	$732,902.64	$5,989.07	99%	$823,187.07
	Supplies						
500.101	Supplies and Materials	15,000.00	3,083.28	24,207.37	(9,207.37)	161	23,296.06
500.102	Equipment	44,150.00	.00	317.49	39,475.01	11	9,614.74
500.103	Furniture	2,000.00	.00	2,374.69	(374.69)	119	1,777.00
500.105	Printing and Binding	2,200.00	.00	244.25	1,955.75	11	637.70
501.101	Uniforms and Clothing	15,000.00	1,863.31	14,458.40	(784.35)	105	23,829.25
513.112	Asphalt/Concrete/Gravel	8,000.00	1,914.24	13,074.74	(6,778.57)	185	10,965.08
515.121	Safety Supplies	7,000.00	211.03	1,935.18	5,064.82	28	3,575.84

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Supplies Totals	$93,350.00	$7,071.86	$56,612.12	$29,350.60	69%	$73,695.67
	Other Services & Charges						
610.111	Communications- Landline	3,000.00	535.04	3,649.30	(649.30)	122	3,971.92
610.112	Postage	100.00	21.12	112.92	(12.92)	113	107.10
610.1110	Communications- Wireless	6,000.00	428.79	6,387.90	(387.90)	106	7,039.29
620.114	Advertising	500.00	.00	247.00	253.00	49	305.50
640.124	Travel Expense	600.00	.00	175.67	424.33	29	255.90
650.127	Electricity	1,131.00	69.84	930.28	200.72	82	1,215.16
650.128	Water	711.00	33.22	368.74	342.26	52	571.14
650.129	Wastewater	910.00	43.85	486.43	423.57	53	737.63
650.130	Sanitation	466.00	38.04	418.44	47.56	90	456.48
650.133	Stormwater	137.00	11.17	122.87	14.13	90	134.04
650.134	Security Lights	545.00	44.54	489.94	55.06	90	534.48
650.1271	Electricity- Sales Tax	2.00	.30	3.22	(1.22)	161	4.57
660.133	Repairs & Maint. Services	10,000.00	907.29	8,558.48	1,441.52	86	9,574.90
660.134	Radio Repairs	.00	.00	39.96	(39.96)	+++	709.78
660.139	Fleet Services Materials	20,000.00	2,276.73	22,861.87	(2,861.87)	114	18,045.70
660.145	Gasoline & Oil	36,382.00	1,154.78	20,027.17	16,354.83	55	32,372.80
660.1391	Fleet Services Labor	40,300.00	646.25	37,170.42	3,129.58	92	33,311.77
663.142	Street Sign Maintenance	4,000.00	13,519.10	16,837.08	(12,837.08)	421	4,916.48
663.144	Sidewalk Repairs	.00	.00	.00	70,000.00	+++	(4,683.52)
663.148	Maintenance of Parks	30,000.00	722.30	15,995.03	10,955.47	63	45,512.47
670.156	Equipment Rental/Lease	7,500.00	277.33	2,668.08	4,831.92	36	3,938.55
685.180	Membership Dues and Fees	350.00	.00	189.00	161.00	54	150.00
685.182	Other Operating Expenses	5,000.00	125.99	3,448.11	1,551.89	69	3,969.09
685.184	Continuing Education	2,600.00	.00	.00	2,600.00	0	.00
685.186	Training	1,500.00	.00	251.79	1,248.21	17	600.00
686.187	Professional Services	2,000.00	.00	1,072.45	927.55	54	2,921.90
686.189	Employee Medical	1,800.00	45.00	395.00	1,405.00	22	1,037.00
686.195	Repair/Maint Svc Contract	12,000.00	818.72	11,869.32	130.68	99	17,896.70
686.1895	Employee wellness services	3,305.00	315.87	3,829.34	(524.34)	116	4,147.60
687.203	Contract Services	30,000.00	8,518.50	58,375.40	(28,375.40)	195	33,014.84
	Other Services & Charges Totals	$220,839.00	$30,553.77	$216,981.21	$70,808.29	68%	$222,769.27
	Other Objects						
700.105	Matched Expenses	.00	.00	.00	.00	+++	1,997.30

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
795.001	IT Internal Allocations	3,000.00	.00	4,371.01	(1,371.01)	146	4,905.83
	Other Objects Totals	$3,000.00	$0.00	$4,371.01	($1,371.01)	146%	$6,903.13
	Capital Outlay						
900.1000	Infrastructure Improvemts	.00	.00	.00	.00	+++	30,800.00
900.4200	Heavy Equipment	.00	.00	.00	.00	+++	72,988.02
900.4300	Other Equipment	.00	.00	.00	.00	+++	11,623.26
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	+++	$115,411.28
	Department **12 - Public Works** Totals	$1,059,600.00	$116,732.95	$1,010,866.98	$104,776.95	90%	$1,241,966.42
	Department **13 - Information Technology**						
	Personal Services						
400.101	Regular Pay	73,500.00	5,653.97	62,008.89	11,491.11	84	56,778.65
401.103	Overtime	.00	.00	.00	.00	+++	664.48
401.106	Contract Labor	1,000.00	.00	.00	1,000.00	0	3,975.00
405.114	FICA	5,700.00	416.05	4,546.91	1,153.09	80	6,721.52
406.116	Retirement	9,000.00	619.49	6,772.13	2,227.87	75	6,519.38
408.125	SCMIT Worker's Comp Ins.	290.00	.00	299.48	(134.79)	146	217.12
410.001	Health Claims Cost	4,441.00	571.78	6,203.39	(1,762.39)	140	4,900.36
	Personal Services Totals	$93,931.00	$7,261.29	$79,830.80	$13,974.89	85%	$79,776.51
	Supplies						
500.101	Supplies and Materials	2,000.00	.00	2,893.02	(893.02)	145	572.84
500.102	Equipment	10,000.00	.00	13,886.56	(6,770.04)	168	2,980.86
500.107	Technology Supplies	200.00	.00	.00	200.00	0	.00
	Supplies Totals	$12,200.00	$0.00	$16,779.58	($7,463.06)	161%	$3,553.70
	Other Services & Charges						
610.111	Communications- Landline	700.00	35.93	385.57	314.43	55	608.15
610.112	Postage	50.00	.00	.00	50.00	0	.00
610.1110	Communications- Wireless	1,000.00	96.58	1,061.20	(61.20)	106	1,049.30
620.114	Advertising	100.00	.00	.00	100.00	0	104.00
640.124	Travel Expense	1,000.00	.00	474.30	525.70	47	326.69
650.127	Electricity	3,119.00	163.38	1,714.44	1,404.56	55	2,853.82
650.128	Water	349.00	25.83	282.57	66.43	81	320.33
650.129	Wastewater	551.00	34.05	372.56	178.44	68	467.03
650.130	Sanitation	182.00	14.85	163.35	18.65	90	178.20
650.133	Stormwater	121.00	9.85	108.35	12.65	90	118.20
650.134	Security Lights	551.00	45.00	495.00	56.00	90	540.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.1271	Electricity- Sales Tax	104.00	7.09	77.94	26.06	75	96.85
685.180	Membership Dues and Fees	100.00	.00	35.00	65.00	35	35.00
685.182	Other Operating Expenses	250.00	.00	239.80	10.20	96	.00
685.184	Continuing Education	.00	.00	.00	.00	+++	2,216.25
685.186	Training	500.00	.00	180.00	320.00	36	150.00
685.1801	Subscriptions	50.00	.00	.00	50.00	0	.00
686.184	Technology Services	150,000.00	15,439.32	169,723.91	(35,154.72)	123	125,817.88
686.194	Other Prof/Tech Services	10,000.00	.00	3,387.70	6,612.30	34	22,299.49
686.195	Repair/Maint Svc Contract	10,000.00	64.15	11,188.84	(1,188.84)	112	3,595.05
686.1895	Employee wellness services	245.00	11.25	163.91	81.09	67	193.04
	Other Services & Charges Totals	$178,972.00	$15,947.28	$190,054.44	($26,513.25)	115%	$160,969.28
	Other Objects						
795.001	IT Internal Allocations	(296,403.00)	.00	(245,081.67)	(51,321.33)	83	(239,881.61)
	Other Objects Totals	($296,403.00)	$0.00	($245,081.67)	($51,321.33)	83%	($239,881.61)
	Capital Outlay						
900.3950	Computer Software	.00	.00	9,725.43	(9,725.43)	+++	.00
900.4300	Other Equipment	.00	.00	.00	.00	+++	9,618.48
	Capital Outlay Totals	$0.00	$0.00	$9,725.43	($9,725.43)	+++	$9,618.48
	Department **13 - Information Technology** Totals	($11,300.00)	$23,208.57	$51,308.58	($81,048.18)	-617%	$14,036.36
	Department **14 - Fleet Services**						
	Personal Services						
400.101	Regular Pay	127,000.00	10,873.41	119,484.50	7,515.50	94	122,750.78
401.103	Overtime	2,000.00	108.13	2,124.16	(124.16)	106	3,002.69
405.114	FICA	10,145.00	774.33	8,527.29	1,617.71	84	9,022.36
406.116	Retirement	14,500.00	1,181.94	13,077.84	1,422.16	90	13,774.05
408.125	SCMIT Worker's Comp Ins.	3,380.00	.00	2,096.30	406.49	88	2,533.65
410.001	Health Claims Cost	30,115.00	1,865.12	22,183.21	7,931.79	74	38,008.02
	Personal Services Totals	$187,140.00	$14,802.93	$167,493.30	$18,769.49	90%	$189,091.55
	Supplies						
500.101	Supplies and Materials	8,000.00	678.23	7,913.46	86.54	99	8,352.67
500.102	Equipment	1,500.00	85.00	689.05	810.95	46	1,264.39
500.105	Printing and Binding	400.00	.00	49.73	350.27	12	386.90
501.101	Uniforms and Clothing	5,150.00	456.12	3,597.88	1,552.12	70	5,735.27
515.121	Safety Supplies	500.00	.00	667.78	(167.78)	134	.00
	Supplies Totals	$15,550.00	$1,219.35	$12,917.90	$2,632.10	83%	$15,739.23

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Other Services & Charges						
610.111	Communications- Landline	1,500.00	220.59	1,567.16	(67.16)	104	1,646.45
610.112	Postage	200.00	.00	25.36	174.64	13	.00
610.1110	Communications- Wireless	800.00	53.25	585.15	214.85	73	630.15
640.124	Travel Expense	500.00	.00	.00	500.00	0	.00
650.127	Electricity	10,520.00	601.62	8,369.51	2,150.49	80	10,929.03
650.128	Water	710.00	33.19	368.45	341.55	52	570.78
650.129	Wastewater	909.00	43.81	485.99	423.01	53	737.11
650.130	Sanitation	452.00	36.90	405.90	46.10	90	442.80
650.133	Stormwater	133.00	10.84	119.24	13.76	90	130.08
650.134	Security Lights	521.00	42.57	468.27	52.73	90	510.84
650.1271	Electricity- Sales Tax	441.00	31.03	451.82	(10.82)	102	491.92
660.133	Repairs & Maint. Services	.00	.00	.00	.00	+++	1,135.70
660.139	Fleet Services Materials	3,000.00	.00	737.03	2,262.97	25	2,401.59
660.145	Gasoline & Oil	2,827.00	68.80	1,268.94	1,558.06	45	2,473.34
660.1391	Fleet Services Labor	1,600.00	.00	398.75	1,201.25	25	1,490.50
662.140	Building Repairs	8,500.00	.00	.00	1,279.49	85	.00
685.182	Other Operating Expenses	150.00	.00	184.44	(34.44)	123	70.33
685.186	Training	250.00	.00	51.00	199.00	20	.00
685.1801	Subscriptions	50.00	.00	.00	50.00	0	.00
686.189	Employee Medical	100.00	.00	165.00	(65.00)	165	165.00
686.195	Repair/Maint Svc Contract	7,400.00	.00	2,406.60	4,993.40	33	6,202.44
686.1895	Employee wellness services	734.00	78.73	1,043.77	(309.77)	142	1,079.31
689.900	Inventory Parts & Supply	.00	.00	.00	.00	+++	5,763.55
	Other Services & Charges Totals	$41,297.00	$1,221.33	$19,102.38	$14,974.11	64%	$36,870.92
	Other Objects						
735.122	Services Billed	(251,618.00)	(4,598.00)	(233,196.87)	(18,421.13)	93	(228,514.83)
795.001	IT Internal Allocations	7,841.00	.00	1,781.09	6,059.91	23	2,227.84
	Other Objects Totals	($243,777.00)	($4,598.00)	($231,415.78)	($12,361.22)	95%	($226,286.99)
	Capital Outlay						
900.4300	Other Equipment	.00	.00	.00	.00	+++	10,289.64
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	+++	$10,289.64
	Department **14 - Fleet Services** Totals	$210.00	$12,645.61	($31,902.20)	$24,014.48	-11335%	$25,704.35
	Department **20 - General Government**						
	Personal Services						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
410.001	Health Claims Cost	3,000.00	.00	275.20	2,724.80	9	2,035.75
410.002	Health Claim Costs-Retire	168,326.00	3,694.67	30,859.98	137,466.02	18	181,070.80
	Personal Services Totals	$171,326.00	$3,694.67	$31,135.18	$140,190.82	18%	$183,106.55
	Supplies						
500.103	Furniture	1,000.00	.00	.00	1,000.00	0	.00
510.106	Cleaning & Sanitation Sup	2,000.00	113.20	2,383.02	(383.02)	119	1,755.84
	Supplies Totals	$3,000.00	$113.20	$2,383.02	$616.98	79%	$1,755.84
	Other Services & Charges						
600.110	SCMIRF Property/Liab Ins	215,000.00	6,225.77	263,994.72	(48,994.72)	123	189,029.73
600.112	Survivors Health Ins	8,000.00	14.72	215.52	7,784.48	3	5,367.98
600.1051	Employee Wellness &Safety	21,300.00	336.96	12,651.70	8,648.30	59	23,303.41
600.1052	Unemployment Insurance	7,000.00	.00	626.07	6,373.93	9	.00
620.114	Advertising	200.00	.00	130.00	70.00	65	.00
650.128	Water	1,000.00	.00	.00	1,000.00	0	.00
650.133	Stormwater	804.00	65.71	722.81	81.19	90	788.52
660.133	Repairs & Maint. Services	23,500.00	418.83	9,395.19	14,104.81	40	21,822.68
662.140	Building Repairs	2,000.00	.00	.00	2,000.00	0	.00
685.180	Membership Dues and Fees	3,500.00	.00	3,945.41	(445.41)	113	2,941.41
685.182	Other Operating Expenses	15,000.00	.00	9,092.69	5,907.31	61	15,398.87
685.187	Special Projects	5,000.00	.00	(30,000.00)	20,900.00	-318	9,079.24
686.186	Legal Services	50,000.00	1,360.77	75,247.90	(35,262.20)	171	65,563.57
686.187	Professional Services	5,000.00	.00	1,324.00	3,676.00	26	19,054.42
686.189	Employee Medical	250.00	.00	.00	250.00	0	.00
686.190	Consulting Services	2,000.00	.00	.00	2,000.00	0	1,350.00
686.192	Elections	6,500.00	.00	7,340.94	(840.94)	113	5,161.84
686.194	Other Prof/Tech Services	5,000.00	.00	2,150.00	2,850.00	43	19,200.00
686.195	Repair/Maint Svc Contract	21,000.00	1,981.04	17,467.58	3,532.42	83	20,249.50
686.1871	Audit Services	35,000.00	.00	36,100.00	(1,100.00)	103	33,650.00
686.1895	Employee wellness services	4,406.00	.00	2,318.60	2,087.40	53	2,552.19
	Other Services & Charges Totals	$431,460.00	$10,403.80	$412,723.13	($5,377.43)	101%	$434,513.36
	Other Objects						
700.105	Matched Expenses	.00	.00	.00	.00	+++	13,323.20
795.995	GF Cost Distribution	(112,788.00)	(9,399.00)	(103,389.00)	(9,399.00)	92	(105,909.00)
	Other Objects Totals	($112,788.00)	($9,399.00)	($103,389.00)	($9,399.00)	92%	($92,585.80)
	Capital Outlay						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
900.3000	Buildings & Improvements	5,000.00	.00	.00	5,000.00	0	.00
	Capital Outlay Totals	$5,000.00	$0.00	$0.00	$5,000.00	0%	$0.00
	Department **20 - General Government** Totals	$497,998.00	$4,812.67	$342,852.33	$131,031.37	74%	$526,789.95
	EXPENSE TOTALS	$13,294,288.00	$657,595.47	$7,474,527.66	$5,749,310.22	57%	$8,875,242.62
	Fund **0010 - General Fund** Totals						
	REVENUE TOTALS	13,298,288.00	985,269.30	6,792,029.84	6,506,258.16	51	8,651,088.08
	EXPENSE TOTALS	13,294,288.00	657,595.47	7,474,527.66	5,749,310.22	57	8,875,242.62
	Fund **0010 - General Fund** Totals	$4,000.00	$327,673.83	($682,497.82)	$756,947.94		($224,154.54)
Fund **0012 - Capital Projects Reserve Fund**							
REVENUE							
Department **00 - Revenue**							
Operating Transfers In							
392.004	From General Fund	664,050.00	.00	.00	664,050.00	0	.00
	Operating Transfers In Totals	$664,050.00	$0.00	$0.00	$664,050.00	0%	$0.00
	Department **00 - Revenue** Totals	$664,050.00	$0.00	$0.00	$664,050.00	0%	$0.00
	REVENUE TOTALS	$664,050.00	$0.00	$0.00	$664,050.00	0%	$0.00
EXPENSE							
Department **26 - Special Projects**							
Capital Outlay							
900.903	Sidewalk Program	75,000.00	.00	68,652.07	6,347.93	92	.00
900.904	Street Re-Surfacing Program	50,000.00	.00	44,720.77	5,279.23	89	.00
900.4100	Vehicles	128,584.00	.00	106,652.00	(2,028.00)	102	.00
900.4300	Other Equipment	260,466.00	10,339.00	233,431.87	21,034.13	92	.00
900.9002	Harborwalk Fire Protection	150,000.00	.00	.00	150,000.00	0	.00
	Capital Outlay Totals	$664,050.00	$10,339.00	$453,456.71	$180,633.29	73%	$0.00
	Department **26 - Special Projects** Totals	$664,050.00	$10,339.00	$453,456.71	$180,633.29	73%	$0.00
	EXPENSE TOTALS	$664,050.00	$10,339.00	$453,456.71	$180,633.29	73%	$0.00
	Fund **0012 - Capital Projects Reserve Fund** Totals						
	REVENUE TOTALS	664,050.00	.00	.00	664,050.00	0	.00
	EXPENSE TOTALS	664,050.00	10,339.00	453,456.71	180,633.29	73	.00
	Fund **0012 - Capital Projects Reserve Fund** Totals	$0.00	($10,339.00)	($453,456.71)	$483,416.71		$0.00
Fund **0017 - Federal Grants**							
REVENUE							

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Department **00 - Revenue**							
Federal Grants							
331.000	Federal Grants	2,000.00	.00	1,814.17	185.83	91	76,427.91
	Federal Grants Totals	$2,000.00	$0.00	$1,814.17	$185.83	91%	$76,427.91
Miscellaneous							
331.020	Prog. Income-Other	.00	.00	.00	.00	+++	1,175.00
	Miscellaneous Totals	$0.00	$0.00	$0.00	$0.00	+++	$1,175.00
City Funding							
331.069	Match Revenue	.00	.00	.00	.00	+++	13,323.20
	City Funding Totals	$0.00	$0.00	$0.00	$0.00	+++	$13,323.20
	Department **00 - Revenue** Totals	$2,000.00	$0.00	$1,814.17	$185.83	91%	$90,926.11
	REVENUE TOTALS	$2,000.00	$0.00	$1,814.17	$185.83	91%	$90,926.11
EXPENSE							
Department **69 - Federal Grants**							
Supplies							
500.101	Supplies and Materials	2,000.00	.00	.00	2,000.00	0	6,420.91
	Supplies Totals	$2,000.00	$0.00	$0.00	$2,000.00	0%	$6,420.91
Capital Outlay							
900.1000	Infrastructure Improvemts	.00	.00	.00	.00	+++	131,363.68
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	+++	$131,363.68
	Department **69 - Federal Grants** Totals	$2,000.00	$0.00	$0.00	$2,000.00	0%	$137,784.59
	EXPENSE TOTALS	$2,000.00	$0.00	$0.00	$2,000.00	0%	$137,784.59
	Fund **0017 - Federal Grants** Totals						
	REVENUE TOTALS	2,000.00	.00	1,814.17	185.83	91	90,926.11
	EXPENSE TOTALS	2,000.00	.00	.00	2,000.00	0	137,784.59
	Fund **0017 - Federal Grants** Totals	$0.00	$0.00	$1,814.17	($1,814.17)		($46,858.48)
Fund **0020 - State Accommodations Tax**							
REVENUE							
Department **00 - Revenue**							
State Shared							
318.001	Accommodations Tax	100,000.00	.00	75,197.61	24,802.39	75	121,241.06
	State Shared Totals	$100,000.00	$0.00	$75,197.61	$24,802.39	75%	$121,241.06
Investment Earnings							
361.001	Investment Earnings	60.00	.00	270.26	(210.26)	450	93.83

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Investment Earnings Totals	$60.00	$0.00	$270.26	($210.26)	450%	$93.83
	Department **00 - Revenue** Totals	$100,060.00	$0.00	$75,467.87	$24,592.13	75%	$121,334.89
	REVENUE TOTALS	$100,060.00	$0.00	$75,467.87	$24,592.13	75%	$121,334.89
EXPENSE							
Department **33 - State Accommodations Tax**							
Other Services & Charges							
620.114	Advertising	1,060.00	52.00	156.00	904.00	15	52.00
683.173	Tourism Related	43,000.00	7,986.81	53,782.16	(10,782.16)	125	33,352.40
683.174	Tourism Advertise/Promote	31,000.00	5,130.17	15,059.29	15,940.71	49	29,279.27
	Other Services & Charges Totals	$75,060.00	$13,168.98	$68,997.45	$6,062.55	92%	$62,683.67
Other Objects							
750.124	Transfers to General Fund	25,000.00	.00	27,509.88	(2,509.88)	110	29,782.99
	Other Objects Totals	$25,000.00	$0.00	$27,509.88	($2,509.88)	110%	$29,782.99
	Department **33 - State Accommodations Tax** Totals	$100,060.00	$13,168.98	$96,507.33	$3,552.67	96%	$92,466.66
	EXPENSE TOTALS	$100,060.00	$13,168.98	$96,507.33	$3,552.67	96%	$92,466.66
	Fund **0020 - State Accommodations Tax** Totals						
	REVENUE TOTALS	100,060.00	.00	75,467.87	24,592.13	75	121,334.89
	EXPENSE TOTALS	100,060.00	13,168.98	96,507.33	3,552.67	96	92,466.66
	Fund **0020 - State Accommodations Tax** Totals	$0.00	($13,168.98)	($21,039.46)	$21,039.46		$28,868.23
Fund **0022 - Local Hospitality/ATax**							
REVENUE							
Department **00 - Revenue**							
Fees							
324.001	Hospitality Fee	600,000.00	63,151.49	614,210.09	(14,210.09)	102	669,628.45
324.002	Accommodation Fees	150,000.00	20,797.00	182,743.72	(32,743.72)	122	192,466.69
	Fees Totals	$750,000.00	$83,948.49	$796,953.81	($46,953.81)	106%	$862,095.14
Federal Grants							
331.000	Federal Grants	.00	.00	.00	.00	+++	13,671.00
	Federal Grants Totals	$0.00	$0.00	$0.00	$0.00	+++	$13,671.00
Investment Earnings							
361.001	Investment Earnings	1,200.00	.00	6,939.30	(5,739.30)	578	2,689.21
	Investment Earnings Totals	$1,200.00	$0.00	$6,939.30	($5,739.30)	578%	$2,689.21
Miscellaneous							
369.002	Miscellaneous Revenue	.00	.00	42,899.12	(42,899.12)	+++	(1.08)

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Miscellaneous Totals	$0.00	$0.00	$42,899.12	($42,899.12)	+++	($1.08)
	Operating Transfers In						
394.002	Transfer from fund balance	983,077.00	.00	.00	983,077.00	0	.00
	Operating Transfers In Totals	$983,077.00	$0.00	$0.00	$983,077.00	0%	$0.00
	Department **00 - Revenue** Totals	$1,734,277.00	$83,948.49	$846,792.23	$887,484.77	49%	$878,454.27
	REVENUE TOTALS	$1,734,277.00	$83,948.49	$846,792.23	$887,484.77	49%	$878,454.27
	EXPENSE						
	Department **08 - Winyah Auditorium**						
	Other Services & Charges						
650.127	Electricity	6,921.00	661.97	4,995.03	1,925.97	72	6,812.30
	Other Services & Charges Totals	$6,921.00	$661.97	$4,995.03	$1,925.97	72%	$6,812.30
	Other Objects						
750.133	Trsf to Winyah Aud Fund	35,000.00	.00	35,000.00	.00	100	.00
	Other Objects Totals	$35,000.00	$0.00	$35,000.00	$0.00	100%	$0.00
	Department **08 - Winyah Auditorium** Totals	$41,921.00	$661.97	$39,995.03	$1,925.97	95%	$6,812.30
	Department **23 - Old Hospitality Fees**						
	Other Services & Charges						
683.174	Tourism Advertise/Promote	30,000.00	.00	.00	30,000.00	0	.00
685.182	Other Operating Expenses	5,000.00	.00	2,728.68	2,271.32	55	3,167.01
685.187	Special Projects	.00	.00	.00	.00	+++	72,033.00
685.1871	Way-finding project	1,000.00	.00	527.90	472.10	53	.00
	Other Services & Charges Totals	$36,000.00	$0.00	$3,256.58	$32,743.42	9%	$75,200.01
	Other Objects						
750.124	Transfers to General Fund	108,000.00	9,000.00	99,000.00	9,000.00	92	108,000.00
	Other Objects Totals	$108,000.00	$9,000.00	$99,000.00	$9,000.00	92%	$108,000.00
	Capital Outlay						
900.1000	Infrastructure Improvemts	20,000.00	.00	.00	20,000.00	0	.00
900.6000	Other Improvements	.00	.00	.00	.00	+++	77,179.39
	Capital Outlay Totals	$20,000.00	$0.00	$0.00	$20,000.00	0%	$77,179.39
	Department **23 - Old Hospitality Fees** Totals	$164,000.00	$9,000.00	$102,256.58	$61,743.42	62%	$260,379.40
	Department **24 - New Hospitality Fees**						
	Other Services & Charges						
683.174	Tourism Advertise/Promote	30,000.00	.00	13,365.34	16,634.66	45	25,000.00
685.180	Membership Dues and Fees	17,500.00	.00	17,500.00	.00	100	.00
685.182	Other Operating Expenses	21,500.00	3,259.27	35,662.90	(14,162.90)	166	22,300.77

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.187	Special Projects	.00	.00	10,700.30	18,611.95	+++	50,268.75
686.195	Repair/Maint Svc Contract	24,000.00	2,974.00	21,290.43	2,709.57	89	20,400.00
	Other Services & Charges Totals	$93,000.00	$6,233.27	$98,518.97	$23,793.28	74%	$117,969.52
	Capital Outlay						
900.905	Park Improvements	1,250,000.00	31,543.75	134,993.29	952,816.71	24	.00
	Capital Outlay Totals	$1,250,000.00	$31,543.75	$134,993.29	$952,816.71	24%	$0.00
	Department **24 - New Hospitality Fees** Totals	$1,343,000.00	$37,777.02	$233,512.26	$976,609.99	27%	$117,969.52
	Department **29 - Kaminski House**						
	Other Services & Charges						
600.110	SCMIRF Property/Liab Ins	10,000.00	.00	13,024.00	(3,024.00)	130	.00
650.127	Electricity	2,743.00	149.45	2,241.25	501.75	82	3,005.79
650.1271	Electricity- Sales Tax	113.00	6.42	96.40	16.60	85	122.37
685.182	Other Operating Expenses	.00	.00	43.00	(43.00)	+++	1,543.00
687.203	Contract Services	190,000.00	.00	190,000.00	.00	100	190,000.00
	Other Services & Charges Totals	$202,856.00	$155.87	$205,404.65	($2,548.65)	101%	$194,671.16
	Department **29 - Kaminski House** Totals	$202,856.00	$155.87	$205,404.65	($2,548.65)	101%	$194,671.16
	EXPENSE TOTALS	$1,751,777.00	$47,594.86	$581,168.52	$1,037,730.73	41%	$579,832.38
	Fund **0022 - Local Hospitality/ATax** Totals						
	REVENUE TOTALS	1,734,277.00	83,948.49	846,792.23	887,484.77	49	878,454.27
	EXPENSE TOTALS	1,751,777.00	47,594.86	581,168.52	1,037,730.73	41	579,832.38
	Fund **0022 - Local Hospitality/ATax** Totals	($17,500.00)	$36,353.63	$265,623.71	($150,245.96)		$298,621.89
Fund **0030 - Electric Utility Fund**							
REVENUE							
	Department **00 - Revenue**						
	Operating Revenues						
301.000	Sale Of Utilities	13,550,000.00	800,596.84	10,241,364.74	3,308,635.26	76	12,639,726.47
301.002	New Turn Ons	6,000.00	295.00	3,660.00	2,340.00	61	4,225.00
301.004	Security Lights	275,000.00	21,587.00	239,274.46	35,725.54	87	264,863.00
301.012	Restores	8,500.00	450.00	10,050.00	(1,550.00)	118	7,950.00
302.001	Penalties	150,000.00	9,969.89	126,261.95	23,738.05	84	150,764.37
302.002	Pole Rental	157,700.00	.00	199,787.37	(42,087.37)	127	157,702.00
302.003	Fiber Rental	25,700.00	4,521.00	35,584.00	(9,884.00)	138	35,688.00
	Operating Revenues Totals	$14,172,900.00	$837,419.73	$10,855,982.52	$3,316,917.48	77%	$13,260,918.84
	Federal Grants						

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
335.004	Fema Recovery	.00	16,564.46	23,431.57	(23,431.57)	+++	82,405.32
	Federal Grants Totals	$0.00	$16,564.46	$23,431.57	($23,431.57)	+++	$82,405.32
	Investment Earnings						
306.001	Investment Earnings	10,000.00	3,092.72	23,629.01	(13,629.01)	236	11,043.69
361.003	Fv Chg In Investments	.00	.00	(8.57)	8.57	+++	(13.97)
	Investment Earnings Totals	$10,000.00	$3,092.72	$23,620.44	($13,620.44)	236%	$11,029.72
	Miscellaneous						
301.001	Revenue from Energu Efficiency Program	.00	3,264.95	41,530.67	(41,530.67)	+++	8,877.49
307.002	Sale Of Scrap	1,500.00	.00	337.10	1,162.90	22	2,359.20
369.002	Miscellaneous Revenue	3,000.00	100.00	2,803.76	196.24	93	15,316.72
	Miscellaneous Totals	$4,500.00	$3,364.95	$44,671.53	($40,171.53)	993%	$26,553.41
	Operating Transfers In						
394.002	Transfer from fund balance	(897,739.00)	.00	.00	(897,739.00)	0	.00
	Operating Transfers In Totals	($897,739.00)	$0.00	$0.00	($897,739.00)	0%	$0.00
	Sale of Assets						
391.001	Sale of Assets	.00	.00	.00	.00	+++	4,222.63
	Sale of Assets Totals	$0.00	$0.00	$0.00	$0.00	+++	$4,222.63
	Department **00 - Revenue** Totals	$13,289,661.00	$860,441.86	$10,947,706.06	$2,341,954.94	82%	$13,385,129.92
	REVENUE TOTALS	$13,289,661.00	$860,441.86	$10,947,706.06	$2,341,954.94	82%	$13,385,129.92
	EXPENSE						
	Department **19 - Electric**						
	Personal Services						
400.101	Regular Pay	592,000.00	47,377.34	515,045.20	76,954.80	87	570,754.36
401.103	Overtime	20,000.00	764.83	21,463.82	(1,463.82)	107	18,224.67
401.106	Contract Labor	140,000.00	.00	139,200.00	800.00	99	.00
401.107	Labor Billed	.00	.00	(1,792.83)	1,792.83	+++	(335.08)
405.114	FICA	44,250.00	3,448.25	38,388.43	5,861.57	87	43,380.04
406.116	Retirement	60,910.00	5,186.14	57,647.50	3,262.50	95	61,409.81
408.125	SCMIT Worker's Comp Ins.	33,750.00	919.33	23,544.07	1,480.81	96	33,784.29
410.001	Health Claims Cost	120,337.00	8,093.24	85,661.65	34,675.35	71	150,509.93
410.002	Health Claim Costs-Retire	19,293.00	1,967.64	24,452.22	(5,159.22)	127	20,905.74
410.003	OPEB cost	10,000.00	.00	.00	10,000.00	0	7,419.91
	Personal Services Totals	$1,040,540.00	$67,756.77	$903,610.06	$128,204.82	88%	$906,053.67
	Supplies						
500.101	Supplies and Materials	15,300.00	1,951.80	14,773.61	526.39	97	13,833.31

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Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
500.102	Equipment	11,500.00	.00	.00	11,500.00	0	28,139.19
500.103	Furniture	1,000.00	.00	229.57	770.43	23	.00
500.105	Printing and Binding	600.00	.00	.00	600.00	0	.00
501.101	Uniforms and Clothing	12,600.00	461.06	10,000.24	2,599.76	79	13,852.51
514.114	Wire Expense	8,000.00	.00	4,771.49	3,228.51	60	5,047.27
514.115	Christmas Decorations	9,000.00	.00	9,635.15	(635.15)	107	7,508.20
514.116	Pole Line Hardware	8,000.00	.00	4,324.43	3,675.57	54	1,572.16
514.117	Poles & Crossarms	4,000.00	.00	1,309.50	2,690.50	33	478.75
514.118	Fuel for Peak Shaving Generation	70,000.00	11,000.25	60,794.54	(5,794.54)	108	.00
515.123	Special Dept Supplies	12,000.00	.00	13,105.35	(1,105.35)	109	13,744.34
521.128	Meter Supplies	18,000.00	743.43	64,590.95	(46,590.95)	359	9,176.95
523.133	Street Light Supplies	21,000.00	668.75	12,342.71	8,657.29	59	25,054.32
531.143	Security Lights	14,000.00	.00	21,906.57	(7,906.57)	156	18,128.45
531.145	Transformer Supplies	8,000.00	.00	6,884.17	1,115.83	86	13,114.91
540.150	Power Purchases	9,000,000.00	.00	6,178,781.01	2,821,218.99	69	8,781,124.03
	Supplies Totals	$9,213,000.00	$14,825.29	$6,403,449.29	$2,794,550.71	70%	$8,930,774.39
	Other Services & Charges						
540.153	Energy Efficiency Program	5,500.00	.00	58,922.31	(53,422.31)	1071	22,911.04
600.110	SCMIRF Property/Liab Ins	325,000.00	.00	231,194.40	93,805.60	71	223,263.71
610.111	Communications- Landline	5,000.00	518.20	4,022.03	977.97	80	4,998.31
610.112	Postage	1,000.00	62.48	1,385.10	(385.10)	139	2,772.94
610.1110	Communications- Wireless	8,500.00	624.86	7,187.07	1,312.93	85	7,264.76
620.114	Advertising	600.00	.00	82.55	517.45	14	685.05
640.124	Travel Expense	4,800.00	170.67	1,810.89	2,989.11	38	1,836.48
650.127	Electricity	24,885.00	1,101.56	19,138.58	5,746.42	77	23,577.71
650.128	Water	1,228.00	114.92	1,069.12	158.88	87	1,214.04
650.129	Wastewater	1,706.00	158.24	1,487.92	218.08	87	1,685.04
650.130	Sanitation	2,064.00	168.66	1,855.26	208.74	90	2,023.92
650.133	Stormwater	531.00	43.38	477.18	53.82	90	520.56
650.134	Security Lights	12,004.00	849.00	9,339.00	2,665.00	78	10,978.44
650.1271	Electricity- Sales Tax	2,098.00	161.89	2,769.76	(671.76)	132	3,602.52
660.133	Repairs & Maint. Services	35,300.00	277.85	2,098.80	33,201.20	6	7,866.15
660.139	Fleet Services Materials	20,000.00	1,638.35	16,847.05	3,152.95	84	20,529.86
660.140	Hydraulic Repair	12,000.00	.00	2,791.62	9,208.38	23	3,511.72
660.145	Gasoline & Oil	29,498.00	224.30	13,579.33	15,918.67	46	24,340.16

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
660.1391	Fleet Services Labor	22,619.00	68.75	20,142.45	2,476.55	89	19,121.68
662.140	Building Repairs	2,000.00	.00	.00	2,000.00	0	.00
663.145	Sub-Station Maintenance	3,000.00	.00	.00	3,000.00	0	75.15
663.146	Transformers Repairs	6,000.00	.00	3,491.05	2,508.95	58	.00
664.101	Community Education	1,500.00	.00	.00	1,500.00	0	.00
670.156	Equipment Rental/Lease	4,700.00	448.06	2,920.12	1,779.88	62	3,386.73
670.157	Equipment Lease	300,000.00	26,080.34	260,889.71	(13,050.39)	104	.00
682.170	Infrared Test	800.00	.00	565.00	235.00	71	565.00
682.171	Safety Testing/Compliance	3,500.00	183.57	1,554.13	1,945.87	44	384.11
682.172	Ground Maint. Expenses	1,000.00	.00	.00	1,000.00	0	188.27
682.173	Tree Crew Maintenance	14,000.00	542.42	13,424.36	575.64	96	11,075.76
685.180	Membership Dues and Fees	15,115.00	1,534.80	15,792.99	(677.99)	104	13,540.74
685.182	Other Operating Expenses	18,000.00	.00	20,614.65	(2,614.65)	115	21,277.01
685.183	Depreciation	360,000.00	32,000.11	325,200.07	34,799.93	90	283,608.61
685.186	Training	4,100.00	.00	204.23	3,895.77	5	1,144.00
685.187	Special Projects	.00	1,310.78	4,031.76	(4,031.76)	+++	16,746.15
685.190	Landfill Fees	1,500.00	.00	507.50	992.50	34	161.60
685.1801	Subscriptions	40.00	.00	.00	40.00	0	39.00
686.186	Legal Services	10,000.00	.00	.00	10,000.00	0	.00
686.187	Professional Services	30,700.00	3,535.40	21,954.70	6,995.30	77	13,560.68
686.188	Architect/Engineer Servcs	442,852.00	2,877.78	4,899.30	435,152.70	2	134,072.01
686.189	Employee Medical	300.00	.00	515.00	(215.00)	172	315.00
686.190	Consulting Services	20,000.00	.00	.00	20,000.00	0	.00
686.191	Contract Services/Studies	3,000.00	144.14	1,684.55	1,315.45	56	2,295.33
686.195	Repair/Maint Svc Contract	21,000.00	3,308.59	27,930.77	(6,930.77)	133	26,507.33
686.1895	Employee wellness services	3,917.00	783.12	9,139.82	(5,222.82)	233	9,546.05
687.202	Utility Billing Services	35,000.00	1,639.38	39,142.78	(4,142.78)	112	34,089.07
689.800	Equipment Charges	.00	.00	(2,373.54)	2,373.54	+++	(444.80)
	Other Services & Charges Totals	$1,816,357.00	$80,571.60	$1,148,289.37	$611,356.95	66%	$954,836.89
	Other Objects						
720.001	Provision for Bad Debts	40,000.00	3,333.37	36,667.07	3,332.93	92	41,775.89
720.006	Public Assistance Program	10,000.00	.00	.00	10,000.00	0	10,000.00
750.124	Transfers to General Fund	1,400,000.00	116,666.63	1,283,332.93	116,667.07	92	1,400,000.00
795.001	IT Internal Allocations	103,633.00	.00	69,186.22	34,446.78	67	69,209.95
795.995	GF Cost Distribution	342,763.00	30,445.87	334,904.57	7,858.43	98	342,763.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Other Objects Totals	$1,896,396.00	$150,445.87	$1,724,090.79	$172,305.21	91%	$1,863,748.84
	Capital Outlay						
900.906	SCDOT US 17/521 Improvements	450,000.00	.00	355,758.00	45,000.00	90	.00
900.3100	Electric Distribution	.00	21,998.49	329,344.22	(329,344.22)	+++	712,392.50
900.4100	Vehicles	25,000.00	.00	.00	409.00	98	163,495.00
900.4300	Other Equipment	440,000.00	.00	34,003.48	401,029.58	9	143,382.25
9999.9999	Assets Reclassified	(915,000.00)	.00	1,440,036.94	(2,355,036.94)	-157	(1,019,269.75)
	Capital Outlay Totals	$0.00	$21,998.49	$2,159,142.64	($2,237,942.58)	+++	$0.00
	Department **19 - Electric** Totals	$13,966,293.00	$335,598.02	$12,338,582.15	$1,468,475.11	89%	$12,655,413.79
	Department **36 - Fiber Optics**						
	Other Services & Charges						
685.183	Depreciation	1,220.00	101.71	1,118.80	101.20	92	1,220.52
	Other Services & Charges Totals	$1,220.00	$101.71	$1,118.80	$101.20	92%	$1,220.52
	Department **36 - Fiber Optics** Totals	$1,220.00	$101.71	$1,118.80	$101.20	92%	$1,220.52
	EXPENSE TOTALS	$13,967,513.00	$335,699.73	$12,339,700.95	$1,468,576.31	89%	$12,656,634.31
	Fund **0030 - Electric Utility Fund** Totals						
	REVENUE TOTALS	13,289,661.00	860,441.86	10,947,706.06	2,341,954.94	82	13,385,129.92
	EXPENSE TOTALS	13,967,513.00	335,699.73	12,339,700.95	1,468,576.31	89	12,656,634.31
	Fund **0030 - Electric Utility Fund** Totals	($677,852.00)	$524,742.13	($1,391,994.89)	$873,378.63		$728,495.61
Fund **0031 - Water Utility Fund**							
REVENUE							
	Department **00 - Revenue**						
	Operating Revenues						
301.000	Sale Of Utilities	1,900,000.00	155,060.84	1,634,294.11	265,705.89	86	1,852,149.57
301.002	New Turn Ons	4,000.00	270.00	3,015.00	985.00	75	4,090.00
301.006	Sale Of Raw Water	45,000.00	.00	5,651.83	39,348.17	13	42,599.45
301.009	New Service Taps	12,000.00	1,000.00	9,038.01	2,961.99	75	13,175.00
301.013	Meter Installation	1,500.00	300.00	1,200.00	300.00	80	1,800.00
302.001	Penalties	28,000.00	2,130.41	26,169.66	1,830.34	93	29,046.94
	Operating Revenues Totals	$1,990,500.00	$158,761.25	$1,679,368.61	$311,131.39	84%	$1,942,860.96
	Impact Fees						
324.020	Water Impact Fee	8,000.00	550.00	5,500.00	2,500.00	69	4,400.00
	Impact Fees Totals	$8,000.00	$550.00	$5,500.00	$2,500.00	69%	$4,400.00
	Charges for Services						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
324.007	Fees- Services	50.00	.00	2,617.10	(2,567.10)	5234	42.00
	Charges for Services Totals	$50.00	$0.00	$2,617.10	($2,567.10)	5234%	$42.00
	Federal Grants						
335.004	Fema Recovery	.00	.00	147.03	(147.03)	+++	1,764.32
	Federal Grants Totals	$0.00	$0.00	$147.03	($147.03)	+++	$1,764.32
	Investment Earnings						
306.001	Investment Earnings	7,000.00	1,487.04	20,834.15	(13,834.15)	298	10,427.23
361.002	Invest Earnings-Restrict	.00	.00	.00	.00	+++	117.74
	Investment Earnings Totals	$7,000.00	$1,487.04	$20,834.15	($13,834.15)	298%	$10,544.97
	Miscellaneous						
369.002	Miscellaneous Revenue	12,000.00	815.00	7,787.51	4,212.49	65	43,220.98
	Miscellaneous Totals	$12,000.00	$815.00	$7,787.51	$4,212.49	65%	$43,220.98
	Capital Contributions						
371.003	Cap Contributions-Develop	.00	.00	.00	.00	+++	453,163.00
	Capital Contributions Totals	$0.00	$0.00	$0.00	$0.00	+++	$453,163.00
	Operating Transfers In						
394.002	Transfer from fund balance	288,857.00	.00	.00	288,857.00	0	.00
	Operating Transfers In Totals	$288,857.00	$0.00	$0.00	$288,857.00	0%	$0.00
	Sale of Assets						
391.001	Sale of Assets	1,000.00	.00	56.25	943.75	6	2,683.43
	Sale of Assets Totals	$1,000.00	$0.00	$56.25	$943.75	6%	$2,683.43
	Department **00 - Revenue** Totals	$2,307,407.00	$161,613.29	$1,716,310.65	$591,096.35	74%	$2,458,679.66
	REVENUE TOTALS	$2,307,407.00	$161,613.29	$1,716,310.65	$591,096.35	74%	$2,458,679.66
	EXPENSE						
	Department **15 - Water Distribution**						
	Personal Services						
400.101	Regular Pay	129,000.00	9,858.68	121,587.43	7,412.57	94	123,318.16
401.103	Overtime	13,850.00	1,807.52	16,772.81	(2,922.81)	121	13,250.95
405.114	FICA	10,870.00	831.70	10,008.49	861.51	92	10,074.46
406.116	Retirement	15,865.00	1,235.91	14,895.83	969.17	94	15,015.28
408.125	SCMIT Worker's Comp Ins.	4,000.00	.00	4,142.70	(1,876.24)	147	3,003.38
410.001	Health Claims Cost	22,619.00	1,000.28	14,667.97	7,951.03	65	30,852.96
410.002	Health Claim Costs-Retire	.00	988.98	10,676.46	(10,676.46)	+++	11,181.09
410.003	OPEB cost	4,000.00	.00	.00	4,000.00	0	2,343.13
	Personal Services Totals	$200,204.00	$15,723.07	$192,751.69	$5,718.77	97%	$209,039.41

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Supplies							
500.101	Supplies and Materials	5,160.00	439.03	4,091.46	1,068.54	79	5,118.57
500.102	Equipment	6,000.00	569.87	2,429.49	3,570.51	40	5,131.95
501.101	Uniforms and Clothing	3,800.00	149.80	3,210.30	589.70	84	3,488.50
513.112	Asphalt/Concrete/Gravel	29,250.00	5,632.00	11,174.86	71.14	100	23,657.18
514.110	Water Dist System Supply	35,000.00	3,413.93	29,952.27	5,047.73	86	26,561.58
515.121	Safety Supplies	600.00	.00	.00	600.00	0	287.70
523.136	Hydrant Replacement	9,000.00	.00	7,340.20	1,659.80	82	1,685.25
532.148	Small Hand Tools	965.00	.00	358.10	606.90	37	.00
	Supplies Totals	$89,775.00	$10,204.63	$58,556.68	$13,214.32	85%	$65,930.73
Other Services & Charges							
515.129	Permit Fees Due To Others	870.00	.00	593.79	276.21	68	593.79
600.110	SCMIRF Property/Liab Ins	20,000.00	.00	16,581.22	3,418.78	83	16,012.43
610.112	Postage	500.00	.00	53.29	446.71	11	72.45
610.1110	Communications- Wireless	960.00	53.25	503.11	456.89	52	58.90
620.114	Advertising	500.00	.00	117.00	383.00	23	370.50
640.124	Travel Expense	2,300.00	155.52	1,701.96	598.04	74	1,987.13
650.127	Electricity	8,450.00	411.80	6,279.05	2,170.95	74	8,689.65
650.128	Water	28,336.00	3,580.10	18,573.66	9,762.34	66	26,347.52
650.129	Wastewater	24,529.00	1,357.15	14,552.81	9,976.19	59	20,785.76
650.130	Sanitation	685.00	55.96	615.56	69.44	90	671.52
650.133	Stormwater	3,009.00	245.83	2,704.13	304.87	90	2,949.96
650.1271	Electricity- Sales Tax	389.00	16.70	287.01	101.99	74	435.39
660.133	Repairs & Maint. Services	20,000.00	882.03	13,323.94	1,623.94	92	35,393.61
660.139	Fleet Services Materials	5,000.00	806.96	7,134.67	(2,134.67)	143	6,955.48
660.145	Gasoline & Oil	15,542.00	224.87	6,969.84	8,572.16	45	12,734.51
660.1391	Fleet Services Labor	7,400.00	591.25	7,136.48	263.52	96	7,284.74
670.156	Equipment Rental/Lease	750.00	.00	.00	750.00	0	113.10
685.180	Membership Dues and Fees	460.00	.00	.00	460.00	0	60.00
685.182	Other Operating Expenses	7,700.00	.00	6,809.42	2,640.58	66	7,897.15
685.183	Depreciation	229,500.00	24,815.37	248,397.30	(18,897.30)	108	211,025.35
685.186	Training	1,940.00	.00	482.10	1,457.90	25	1,784.00
685.187	Special Projects	.00	.00	1,483.20	(1,483.20)	+++	.00
686.187	Professional Services	3,800.00	.00	2,840.86	959.14	75	8,965.18
686.189	Employee Medical	550.00	.00	215.00	335.00	39	392.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.191	Contract Services/Studies	2,520.00	144.15	1,684.56	835.44	67	2,295.28
686.195	Repair/Maint Svc Contract	3,380.00	204.19	2,257.45	1,122.55	67	3,290.74
686.1895	Employee wellness services	1,224.00	155.59	1,787.42	(563.42)	146	1,877.76
687.202	Utility Billing Services	6,000.00	247.98	5,920.76	79.24	99	5,156.27
	Other Services & Charges Totals	$396,294.00	$33,948.70	$369,005.59	$23,986.29	94%	$384,200.17
	Other Objects						
702.106	Interest- Bonds	89,925.00	11,360.47	102,083.07	(12,158.07)	114	86,412.84
702.110	Bond Principal	311,780.00	25,791.71	285,134.06	26,645.94	91	279,393.88
703.109	Agents Fee	3,000.00	1,343.75	1,343.75	1,656.25	45	1,500.00
720.001	Provision for Bad Debts	8,000.00	666.63	7,332.93	667.07	92	10,491.41
795.995	GF Cost Distribution	70,751.00	6,284.38	69,128.18	1,622.82	98	70,751.00
7999.9999	Principal Reclassified	(311,780.00)	(21,267.02)	(228,698.43)	(83,081.57)	73	(279,393.88)
	Other Objects Totals	$171,676.00	$24,179.92	$236,323.56	($64,647.56)	138%	$169,155.25
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	86,072.00	.00	50,535.90	35,536.10	59	76,183.90
	Inter-Dept. Allocations Totals	$86,072.00	$0.00	$50,535.90	$35,536.10	59%	$76,183.90
	Capital Outlay						
900.906	SCDOT US 17/521 Improvements	272,197.00	.00	478,104.01	(267,803.00)	198	.00
900.907	High Service Pumps & Drives	200,000.00	.00	.00	31,136.00	84	.00
900.908	Maryville Water Line Improvements	350,000.00	.00	.00	350,000.00	0	.00
900.3500	Water Distribution	.00	.00	2,146.26	74,859.71	+++	842,025.48
9999.9999	Assets Reclassified	(755,000.00)	.00	(1,710,197.81)	955,197.81	227	(2,380,275.87)
	Capital Outlay Totals	$67,197.00	$0.00	($1,229,947.54)	$1,143,390.52	-1602%	($1,538,250.39)
	Department **15 - Water Distribution** Totals	$1,011,218.00	$84,056.32	($322,774.12)	$1,157,198.44	-14%	($633,740.93)
	Department **16 - Filtration**						
	Personal Services						
400.101	Regular Pay	140,000.00	16,194.79	174,110.84	(34,110.84)	124	124,339.01
401.103	Overtime	15,000.00	531.73	4,827.65	10,172.35	32	15,031.92
405.114	FICA	11,000.00	1,185.93	12,879.29	(1,879.29)	117	10,358.65
406.116	Retirement	16,500.00	1,775.81	19,175.82	(2,675.82)	116	15,348.10
408.125	SCMIT Worker's Comp Ins.	10,300.00	.00	3,730.92	5,007.85	51	7,695.09
410.001	Health Claims Cost	20,404.00	2,504.67	25,110.93	(4,706.93)	123	26,836.11
410.002	Health Claim Costs-Retire	10.00	854.64	9,300.57	(9,290.57)	93006	901.76
410.003	OPEB cost	5,000.00	.00	.00	5,000.00	0	1,952.61
	Personal Services Totals	$218,214.00	$23,047.57	$249,136.02	($32,483.25)	115%	$202,463.25

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Supplies							
500.101	Supplies and Materials	2,500.00	184.77	3,820.93	(1,320.93)	153	2,552.56
500.102	Equipment	1,350.00	.00	551.18	798.82	41	1,298.38
501.101	Uniforms and Clothing	3,300.00	.00	1,389.24	1,910.76	42	1,247.12
512.108	Chemicals	218,430.00	31,504.13	279,649.13	(60,005.99)	127	183,478.18
512.109	Laboratory Supplies	16,260.00	2,068.01	15,630.36	629.64	96	16,728.09
515.121	Safety Supplies	900.00	300.00	300.00	600.00	33	.00
532.148	Small Hand Tools	540.00	.00	791.90	(251.90)	147	719.32
540.151	IP Raw Water Contract-Cty	30,080.00	4,288.26	15,567.43	14,512.57	52	35,794.14
540.152	Raw Water Pump Maint.	24,000.00	3,865.54	41,230.55	(17,230.55)	172	29,105.80
540.157	Treated Water Purchase	1,000.00	13.00	71.50	928.50	7	77.43
	Supplies Totals	$298,360.00	$42,223.71	$359,002.22	($59,429.08)	120%	$271,001.02
Other Services & Charges							
515.129	Permit Fees Due To Others	22,000.00	.00	20,183.00	1,817.00	92	20,183.00
600.110	SCMIRF Property/Liab Ins	18,000.00	.00	12,921.15	5,078.85	72	12,477.91
610.111	Communications- Landline	1,100.00	153.13	1,060.55	39.45	96	1,138.28
610.112	Postage	2,000.00	.00	54.59	1,945.41	3	95.99
610.1110	Communications- Wireless	500.00	33.33	366.05	133.95	73	394.14
620.114	Advertising	1,000.00	435.50	435.50	564.50	44	1,072.25
640.124	Travel Expense	400.00	.00	69.35	330.65	17	64.02
650.127	Electricity	114,382.00	6,639.14	78,615.11	35,766.89	69	102,690.70
650.130	Sanitation	920.00	75.20	827.20	92.80	90	902.40
650.134	Security Lights	1,616.00	132.00	1,452.00	164.00	90	1,584.00
650.1271	Electricity- Sales Tax	130.00	9.16	100.60	29.40	77	117.55
660.133	Repairs & Maint. Services	45,000.00	120.99	35,495.96	7,779.28	83	36,131.62
660.139	Fleet Services Materials	1,600.00	789.21	3,829.37	(2,229.37)	239	2,770.40
660.145	Gasoline & Oil	1,134.00	.00	917.72	216.28	81	821.18
660.1391	Fleet Services Labor	1,672.00	41.25	1,844.42	(172.42)	110	1,467.82
664.101	Community Education	500.00	.00	.00	500.00	0	.00
670.156	Equipment Rental/Lease	1,000.00	91.39	667.61	332.39	67	873.36
685.180	Membership Dues and Fees	380.00	50.00	155.00	225.00	41	120.00
685.182	Other Operating Expenses	10,500.00	.00	.00	10,500.00	0	458.36
685.183	Depreciation	295,000.00	27,029.86	294,251.34	748.66	100	296,840.78
685.186	Training	2,220.00	.00	731.00	1,489.00	33	4,809.52
686.187	Professional Services	34,500.00	8,401.85	13,119.19	21,380.81	38	30,047.18

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.189	Employee Medical	1,050.00	.00	105.00	945.00	10	1,107.00
686.195	Repair/Maint Svc Contract	9,120.00	204.21	3,225.97	5,894.03	35	7,956.84
686.1895	Employee wellness services	980.00	140.13	1,729.39	(749.39)	176	1,761.80
	Other Services & Charges Totals	$566,704.00	$44,346.35	$472,157.07	$92,822.17	84%	$525,886.10
	Other Objects						
795.995	GF Cost Distribution	67,179.00	5,434.17	59,775.87	7,403.13	89	61,179.00
	Other Objects Totals	$67,179.00	$5,434.17	$59,775.87	$7,403.13	89%	$61,179.00
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	86,072.00	.00	50,535.90	35,536.10	59	76,183.90
	Inter-Dept. Allocations Totals	$86,072.00	$0.00	$50,535.90	$35,536.10	59%	$76,183.90
	Capital Outlay						
900.3300	Water Filtration Plant	.00	.00	24,734.00	(7,824.00)	+++	178,831.33
900.4300	Other Equipment	.00	.00	.00	.00	+++	12,716.00
9999.9999	Assets Reclassified	.00	.00	(24,734.00)	24,734.00	+++	1,325,005.81
	Capital Outlay Totals	$0.00	$0.00	$0.00	$16,910.00	+++	$1,516,553.14
	Department **16 - Filtration** Totals	$1,236,529.00	$115,051.80	$1,190,607.08	$60,759.07	95%	$2,653,266.41
	Department **41 - General & Administrative**						
	Personal Services						
400.101	Regular Pay	96,300.00	8,367.40	91,658.53	4,641.47	95	174,434.53
401.103	Overtime	1,000.00	97.30	1,545.58	(545.58)	155	1,248.53
405.114	FICA	7,700.00	629.35	6,872.86	827.14	89	13,200.33
406.116	Retirement	10,500.00	926.40	10,135.36	364.64	97	19,275.34
408.125	SCMIT Worker's Comp Ins.	750.00	168.09	1,303.59	(1,028.74)	237	931.09
410.001	Health Claims Cost	19,676.00	943.78	10,202.27	9,473.73	52	24,446.20
410.003	OPEB cost	4,500.00	.00	.00	4,500.00	0	1,562.09
	Personal Services Totals	$140,426.00	$11,132.32	$121,718.19	$18,232.66	87%	$235,098.11
	Supplies						
500.101	Supplies and Materials	4,780.00	302.30	3,535.67	1,244.33	74	3,399.80
500.102	Equipment	200.00	.00	239.84	(39.84)	120	591.46
500.103	Furniture	1,350.00	651.40	651.40	698.60	48	1,250.22
501.101	Uniforms and Clothing	2,000.00	.00	411.06	1,588.94	21	1,076.10
	Supplies Totals	$8,330.00	$953.70	$4,837.97	$3,492.03	58%	$6,317.58
	Other Services & Charges						
600.110	SCMIRF Property/Liab Ins	39,000.00	.00	26,618.68	12,381.32	68	25,705.59
610.111	Communications- Landline	5,520.00	421.12	3,828.24	1,691.76	69	5,529.62

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
610.112	Postage	500.00	.00	162.57	337.43	33	49.38
610.1110	Communications- Wireless	3,200.00	203.76	2,629.27	570.73	82	2,637.00
620.114	Advertising	500.00	.00	253.50	246.50	51	234.00
640.124	Travel Expense	1,010.00	.00	.00	1,010.00	0	750.95
650.127	Electricity	2,852.00	180.43	2,069.25	782.75	73	2,678.17
650.128	Water	1,065.00	49.93	766.73	298.27	72	1,021.66
650.129	Wastewater	820.00	18.92	490.00	330.00	60	774.60
650.130	Sanitation	481.00	39.33	432.63	48.37	90	471.96
650.133	Stormwater	1,106.00	90.34	993.74	112.26	90	1,084.08
650.134	Security Lights	649.00	53.00	583.00	66.00	90	636.00
650.1271	Electricity- Sales Tax	115.00	8.18	92.53	22.47	80	113.00
660.133	Repairs & Maint. Services	15,000.00	160.63	501.51	4,821.41	68	687.47
660.139	Fleet Services Materials	1,000.00	.00	2,022.03	(1,022.03)	202	(2,192.64)
660.145	Gasoline & Oil	2,251.00	17.88	776.97	1,474.03	35	1,743.81
660.1391	Fleet Services Labor	2,500.00	.00	1,750.80	749.20	70	4,353.54
662.140	Building Repairs	3,000.00	.00	.00	.00	100	.00
670.156	Equipment Rental/Lease	3,160.00	260.30	2,158.34	1,001.66	68	2,899.16
685.180	Membership Dues and Fees	1,555.00	25.00	914.00	641.00	59	793.00
685.182	Other Operating Expenses	500.00	.00	1,024.94	(524.94)	205	113.50
685.183	Depreciation	200.00	15.83	174.03	25.97	87	189.82
685.186	Training	1,320.00	.00	151.00	1,169.00	11	1,165.42
685.1801	Subscriptions	225.00	.00	.00	225.00	0	719.24
686.187	Professional Services	.00	.00	23.28	(23.28)	+++	.00
686.189	Employee Medical	650.00	.00	45.00	605.00	7	120.00
686.195	Repair/Maint Svc Contract	6,620.00	267.21	5,336.72	1,283.28	81	5,025.23
686.1895	Employee wellness services	490.00	42.65	537.46	(47.46)	110	662.13
	Other Services & Charges Totals	$95,289.00	$1,854.51	$54,336.22	$28,275.70	70%	$57,965.69
	Other Objects						
795.001	IT Internal Allocations	39,527.00	.00	86,660.34	(47,133.34)	219	88,227.16
795.002	IT Billable Services	80,687.00	.00	.00	80,687.00	0	.00
	Other Objects Totals	$120,214.00	$0.00	$86,660.34	$33,553.66	72%	$88,227.16
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	(430,359.00)	.00	(252,679.47)	(177,679.53)	59	(380,919.51)
	Inter-Dept. Allocations Totals	($430,359.00)	$0.00	($252,679.47)	($177,679.53)	59%	($380,919.51)
	Department **41 - General & Administrative** Totals	($66,100.00)	$13,940.53	$14,873.25	($94,125.48)	-42%	$6,689.03

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Department **42 - Engineering Services**							
Personal Services							
400.101	Regular Pay	129,500.00	7,202.97	39,982.87	89,517.13	31	.00
405.114	FICA	9,710.00	497.60	2,859.39	6,850.61	29	.00
406.116	Retirement	13,500.00	778.14	4,317.33	9,182.67	32	.00
407.122	Life Insurance	175.00	.00	.00	175.00	0	.00
408.125	SCMIT Worker's Comp Ins.	500.00	.00	.00	500.00	0	.00
410.001	Health Claims Cost	16,260.00	908.54	4,542.70	11,717.30	28	.00
	Personal Services Totals	$169,645.00	$9,387.25	$51,702.29	$117,942.71	30%	$0.00
Supplies							
500.101	Supplies and Materials	325.00	.00	454.36	(129.36)	140	.00
500.102	Equipment	250.00	.00	.00	250.00	0	.00
500.103	Furniture	150.00	.00	.00	150.00	0	.00
500.105	Printing and Binding	500.00	.00	392.69	107.31	79	.00
501.101	Uniforms and Clothing	500.00	.00	56.92	443.08	11	.00
515.121	Safety Supplies	470.00	.00	.00	470.00	0	.00
515.124	Department Supplies	150.00	.00	.00	150.00	0	.00
	Supplies Totals	$2,345.00	$0.00	$903.97	$1,441.03	39%	$0.00
Other Services & Charges							
610.112	Postage	150.00	.00	25.38	124.62	17	.00
610.1110	Communications- Wireless	1,050.00	.00	.00	1,050.00	0	.00
620.114	Advertising	150.00	.00	.00	150.00	0	.00
640.124	Travel Expense	1,577.00	.00	.00	1,577.00	0	.00
685.180	Membership Dues and Fees	200.00	.00	220.00	(20.00)	110	.00
685.184	Continuing Education	550.00	.00	.00	550.00	0	.00
685.186	Training	1,500.00	.00	.00	1,500.00	0	.00
686.187	Professional Services	15,200.00	4,548.57	8,079.57	7,120.43	53	.00
686.189	Employee Medical	100.00	.00	.00	100.00	0	.00
686.1895	Employee wellness services	490.00	.00	.00	490.00	0	.00
	Other Services & Charges Totals	$20,967.00	$4,548.57	$8,324.95	$12,642.05	40%	$0.00
	Department **42 - Engineering Services** Totals	$192,957.00	$13,935.82	$60,931.21	$132,025.79	32%	$0.00
	EXPENSE TOTALS	$2,374,604.00	$226,984.47	$943,637.42	$1,255,857.82	47%	$2,026,214.51
	Fund **0031 - Water Utility Fund** Totals						
	REVENUE TOTALS	2,307,407.00	161,613.29	1,716,310.65	591,096.35	74	2,458,679.66

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	EXPENSE TOTALS	2,374,604.00	226,984.47	943,637.42	1,255,857.82	47	2,026,214.51
	Fund **0031 - Water Utility Fund** Totals	($67,197.00)	($65,371.18)	$772,673.23	($664,761.47)		$432,465.15
Fund **0032 - Wastewater Fund**							
REVENUE							
Department **00 - Revenue**							
Operating Revenues							
301.000	Sale Of Utilities	2,220,000.00	177,682.02	1,877,470.24	342,529.76	85	2,136,570.00
301.002	New Turn Ons	3,850.00	250.00	2,845.00	1,005.00	74	3,831.00
301.009	New Service Taps	3,500.00	900.00	14,042.16	(10,542.16)	401	4,500.00
301.014	Fixed Charges - Andrews	120,000.00	.00	111,317.80	8,682.20	93	121,437.60
301.015	Fixed Charges - GCWSD	225,000.00	.00	211,660.57	13,339.43	94	230,902.44
301.016	Fixed Charges - COG	325,000.00	.00	304,163.97	20,836.03	94	331,815.24
301.017	Volume Charges - Andrews	280,000.00	.00	293,452.18	(13,452.18)	105	266,824.60
301.018	Volume Charges - GCWSD	375,000.00	.00	329,879.80	45,120.20	88	310,479.44
301.019	Volume Charges - COG	850,000.00	.00	1,190,471.37	(340,471.37)	140	851,446.94
301.026	Fixed- Elim Georgetown	(325,000.00)	.00	(304,163.97)	(20,836.03)	94	(331,815.24)
301.029	Volume-Elim-Georgetown	(850,000.00)	.00	(1,190,471.37)	340,471.37	140	(851,446.94)
302.001	Penalties	35,000.00	2,665.80	31,318.18	3,681.82	89	35,420.71
303.006	Septic Tank Dumping	14,000.00	965.00	12,805.00	1,195.00	91	14,200.00
	Operating Revenues Totals	$3,276,350.00	$182,462.82	$2,884,790.93	$391,559.07	88%	$3,124,165.79
Impact Fees							
324.017	Wastewater Impact Fee	2,000.00	850.00	18,600.00	(16,600.00)	930	3,470.00
	Impact Fees Totals	$2,000.00	$850.00	$18,600.00	($16,600.00)	930%	$3,470.00
Investment Earnings							
306.001	Investment Earnings	2,200.00	.00	3,822.72	(1,622.72)	174	3,549.42
	Investment Earnings Totals	$2,200.00	$0.00	$3,822.72	($1,622.72)	174%	$3,549.42
Miscellaneous							
369.002	Miscellaneous Revenue	.00	.00	5,870.51	(5,870.51)	+++	914.41
	Miscellaneous Totals	$0.00	$0.00	$5,870.51	($5,870.51)	+++	$914.41
Capital Contributions							
371.003	Cap Contributions-Develop	.00	.00	.00	.00	+++	802,782.00
	Capital Contributions Totals	$0.00	$0.00	$0.00	$0.00	+++	$802,782.00
Operating Transfers In							
394.002	Transfer from fund balance	82,557.00	.00	.00	82,557.00	0	.00
	Operating Transfers In Totals	$82,557.00	$0.00	$0.00	$82,557.00	0%	$0.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Sale of Assets							
391.001	Sale of Assets	.00	.00	.00	.00	+++	4,366.00
	Sale of Assets Totals	$0.00	$0.00	$0.00	$0.00	+++	$4,366.00
	Department **00 - Revenue** Totals	$3,363,107.00	$183,312.82	$2,913,084.16	$450,022.84	87%	$3,939,247.62
	REVENUE TOTALS	$3,363,107.00	$183,312.82	$2,913,084.16	$450,022.84	87%	$3,939,247.62
EXPENSE							
Department	**18 - Wastewater Collections**						
Personal Services							
400.101	Regular Pay	260,000.00	17,855.47	221,445.81	38,554.19	85	251,222.52
401.103	Overtime	12,000.00	688.17	18,797.14	(6,797.14)	157	12,551.98
405.114	FICA	19,790.00	1,267.73	16,505.91	3,284.09	83	19,080.34
406.116	Retirement	29,625.00	1,955.05	25,285.80	4,339.20	85	28,878.78
408.125	SCMIT Worker's Comp Ins.	6,700.00	.00	5,176.76	(1,369.47)	120	5,011.67
410.001	Health Claims Cost	68,198.00	4,560.78	55,123.57	13,074.43	81	87,148.31
410.002	Health Claim Costs-Retire	15.00	.00	56.60	(41.60)	377	.00
410.003	OPEB cost	.00	.00	.00	.00	+++	2,733.65
	Personal Services Totals	$396,328.00	$26,327.20	$342,391.59	$51,043.70	87%	$406,627.25
Supplies							
500.101	Supplies and Materials	8,735.00	664.89	6,480.77	2,254.23	74	7,957.56
500.102	Equipment	13,050.00	.00	6,142.20	6,907.80	47	10,847.11
500.103	Furniture	.00	.00	.00	.00	+++	147.34
501.101	Uniforms and Clothing	10,450.00	194.97	6,219.91	4,230.09	60	7,972.70
512.108	Chemicals	4,750.00	.00	5,038.73	(288.73)	106	2,979.31
513.112	Asphalt/Concrete/Gravel	20,600.00	.00	25,760.84	(11,118.84)	154	24,076.32
514.111	WW Collection Syst Supply	6,400.00	424.51	7,076.09	(676.09)	111	7,618.20
515.121	Safety Supplies	900.00	.00	579.50	320.50	64	546.70
532.148	Small Hand Tools	750.00	.00	.00	750.00	0	.00
532.1481	Small Hand Tools - Maintenance	1,100.00	.00	1,128.71	(28.71)	103	1,091.81
	Supplies Totals	$66,735.00	$1,284.37	$58,426.75	$2,350.25	96%	$63,237.05
Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	41,000.00	.00	30,313.54	10,686.46	74	27,419.29
610.112	Postage	500.00	.00	126.35	373.65	25	144.11
610.1110	Communications- Wireless	2,240.00	175.53	1,838.67	401.33	82	1,791.05
620.114	Advertising	500.00	117.00	117.00	383.00	23	214.50
640.124	Travel Expense	3,480.00	721.44	3,720.78	(240.78)	107	3,294.23

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.127	Electricity	97,280.00	4,613.03	64,146.48	33,133.52	66	84,722.32
650.133	Stormwater	711.00	58.05	638.55	72.45	90	696.60
650.134	Security Lights	1,481.00	121.00	1,331.00	150.00	90	1,452.00
650.1271	Electricity- Sales Tax	3,489.00	168.44	2,668.47	820.53	76	3,183.41
660.133	Repairs & Maint. Services	51,000.00	1,401.31	108,229.20	(57,229.20)	212	66,646.56
660.139	Fleet Services Materials	18,000.00	1,813.83	11,651.16	6,348.84	65	26,129.20
660.145	Gasoline & Oil	27,873.00	333.46	14,533.06	13,339.94	52	22,828.24
660.1391	Fleet Services Labor	23,290.00	618.75	19,945.56	3,344.44	86	19,136.76
662.141	Department Repairs	.00	.00	.00	.00	+++	374.10
670.156	Equipment Rental/Lease	6,000.00	.00	9,647.27	(3,647.27)	161	.00
685.180	Membership Dues and Fees	900.00	125.00	195.00	705.00	22	80.00
685.182	Other Operating Expenses	7,700.00	.00	5,635.35	2,064.65	73	6,542.53
685.183	Depreciation	240,500.00	21,433.08	233,149.20	7,350.80	97	238,751.53
685.186	Training	2,300.00	.00	161.79	2,138.21	7	373.50
685.187	Special Projects	.00	.00	15,311.61	(15,311.61)	+++	.00
686.187	Professional Services	6,500.00	.00	.00	6,500.00	0	1,750.00
686.189	Employee Medical	850.00	.00	275.00	575.00	32	817.00
686.191	Contract Services/Studies	2,520.00	144.19	1,685.05	834.95	67	2,295.96
686.195	Repair/Maint Svc Contract	7,160.00	204.21	2,257.65	4,902.35	32	3,290.97
686.1895	Employee wellness services	1,469.00	259.63	3,169.33	(1,700.33)	216	3,306.38
687.202	Utility Billing Services	5,000.00	224.52	5,360.64	(360.64)	107	4,668.51
	Other Services & Charges Totals	$551,743.00	$32,532.47	$536,107.71	$15,635.29	97%	$519,908.75
	Other Objects						
702.106	Interest- Bonds	9,649.00	634.50	6,432.91	3,216.09	67	7,426.39
702.110	Bond Principal	22,792.00	1,560.42	17,054.25	5,737.75	75	16,878.37
720.001	Provision for Bad Debts	7,500.00	625.00	6,875.00	625.00	92	13,274.87
795.995	GF Cost Distribution	65,124.00	5,784.58	63,630.38	1,493.62	98	65,124.00
7999.9999	Principal Reclassified	.00	.00	.00	.00	+++	(16,878.36)
	Other Objects Totals	$105,065.00	$8,604.50	$93,992.54	$11,072.46	89%	$85,825.27
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	107,590.00	.00	63,169.86	44,420.14	59	95,229.88
	Inter-Dept. Allocations Totals	$107,590.00	$0.00	$63,169.86	$44,420.14	59%	$95,229.88
	Capital Outlay						
900.906	SCDOT US 17/521 Improvements	304,566.00	.00	589,150.86	(359,237.47)	218	.00
900.911	Sewer Improvement Projects	212,000.00	.00	106,036.10	105,963.90	50	.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
900.3700	Wastewater Collection Sys	25,000.00	7,475.00	115,200.88	132,780.98	-431	880,435.29
9999.9999	Assets Reclassified	(442,000.00)	(7,475.00)	(109,180.30)	(332,819.70)	25	(853,068.84)
	Capital Outlay Totals	$99,566.00	$0.00	$701,207.54	($453,312.29)	555%	$27,366.45
	Department **18 - Wastewater Collections** Totals	$1,327,027.00	$68,748.54	$1,795,295.99	($328,790.45)	125%	$1,198,194.65
	Department **34 - Regional Wastewater Plant**						
	Personal Services						
400.101	Regular Pay	205,000.00	22,704.88	214,489.21	(9,489.21)	105	196,449.89
401.103	Overtime	12,800.00	681.95	7,681.10	5,118.90	60	10,364.30
405.114	FICA	15,325.00	1,627.20	15,549.79	(224.79)	101	15,027.91
406.116	Retirement	22,670.00	2,502.09	23,818.28	(1,148.28)	105	22,545.22
408.125	SCMIT Worker's Comp Ins.	1,500.00	.00	1,497.35	(623.93)	142	1,353.61
410.001	Health Claims Cost	42,690.00	4,620.37	42,065.63	624.37	99	53,739.28
	Personal Services Totals	$299,985.00	$32,136.49	$305,101.36	($5,742.94)	102%	$299,480.21
	Supplies						
500.101	Supplies and Materials	8,700.00	903.41	6,003.17	2,696.83	69	5,676.98
500.102	Equipment	7,000.00	.00	648.32	4,669.08	33	5,909.60
501.101	Uniforms and Clothing	4,250.00	.00	3,138.46	1,111.54	74	2,778.84
512.108	Chemicals	101,750.00	2,889.00	77,540.66	(17,460.65)	117	99,235.95
512.109	Laboratory Supplies	18,000.00	689.76	14,771.86	3,228.14	82	16,302.34
515.121	Safety Supplies	1,200.00	.00	1,001.16	198.84	83	869.97
532.148	Small Hand Tools	680.00	.00	832.78	(152.78)	122	639.07
	Supplies Totals	$141,580.00	$4,482.17	$103,936.41	($5,709.00)	104%	$131,412.75
	Other Services & Charges						
515.129	Permit Fees Due To Others	9,100.00	.00	8,077.37	1,022.63	89	13,267.37
600.110	SCMIRF Property/Liab Ins	17,250.00	.00	11,922.96	5,327.04	69	11,513.96
610.111	Communications- Landline	2,100.00	367.40	2,200.81	(100.81)	105	2,201.97
610.112	Postage	1,000.00	.00	102.82	897.18	10	238.20
610.1110	Communications- Wireless	720.00	68.15	751.98	(31.98)	104	809.90
620.114	Advertising	500.00	.00	156.00	344.00	31	182.00
640.124	Travel Expense	1,730.00	18.67	221.43	1,508.57	13	716.70
650.127	Electricity	421,903.00	25,135.49	292,341.35	129,561.65	69	392,687.51
650.128	Water	1,202.00	71.67	1,233.37	(31.37)	103	1,664.17
650.130	Sanitation	3,208.00	262.13	2,883.43	324.57	90	3,145.56
650.133	Stormwater	933.00	76.21	838.31	94.69	90	914.52
650.134	Security Lights	4,247.00	347.00	3,817.00	430.00	90	4,164.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.1271	Electricity- Sales Tax	16,249.00	1,063.03	13,250.98	2,998.02	82	15,251.85
660.133	Repairs & Maint. Services	90,000.00	10,754.11	90,723.66	(11,220.83)	112	101,332.83
660.139	Fleet Services Materials	1,000.00	.00	3,923.58	(2,923.58)	392	3,178.82
660.145	Gasoline & Oil	5,362.00	87.92	3,196.10	2,165.90	60	4,748.97
660.1391	Fleet Services Labor	1,200.00	.00	2,290.59	(1,090.59)	191	1,593.33
670.156	Equipment Rental/Lease	4,000.00	204.70	2,840.78	1,159.22	71	3,384.28
685.180	Membership Dues and Fees	445.00	(30.00)	110.00	335.00	25	350.00
685.182	Other Operating Expenses	5,000.00	.00	1,548.00	3,452.00	31	217.47
685.186	Training	3,000.00	216.00	1,616.88	1,383.12	54	1,491.50
685.190	Landfill Fees	121,500.00	3,168.18	27,916.11	93,583.89	23	31,782.26
686.186	Legal Services	1,000.00	.00	.00	1,000.00	0	.00
686.187	Professional Services	137,160.00	5,000.00	56,306.61	80,853.39	41	114,774.19
686.189	Employee Medical	1,100.00	.00	170.00	930.00	15	530.00
686.194	Other Prof/Tech Services	.00	.00	.00	.00	+++	2,660.00
686.195	Repair/Maint Svc Contract	4,740.00	204.09	3,699.33	1,040.67	78	8,844.20
686.1895	Employee wellness services	734.00	56.24	856.58	(122.58)	117	801.22
	Other Services & Charges Totals	$856,383.00	$47,070.99	$532,996.03	$312,889.80	63%	$722,446.78
	Other Objects						
702.106	Interest- Bonds	144,383.00	19,983.41	178,058.48	(33,675.48)	123	150,923.64
702.110	Bond Principal	572,214.00	47,732.98	513,304.56	58,909.44	90	533,231.64
703.109	Agents Fee	3,200.00	1,343.75	5,843.75	(2,643.75)	183	3,150.00
795.995	GF Cost Distribution	43,525.00	3,866.12	42,527.32	997.68	98	43,525.00
7999.9999	Principal Reclassified	(572,214.00)	(47,732.98)	(513,304.56)	(58,909.44)	90	(533,231.64)
	Other Objects Totals	$191,108.00	$25,193.28	$226,429.55	($35,321.55)	118%	$197,598.64
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	107,590.00	.00	63,169.86	44,420.14	59	95,229.88
	Inter-Dept. Allocations Totals	$107,590.00	$0.00	$63,169.86	$44,420.14	59%	$95,229.88
	Capital Outlay						
900.909	Headworks Modifications - Phase I	567,500.00	.00	552,400.49	(174,835.74)	131	.00
900.910	SBR Reactor #3 Modifications	605,000.00	.00	250,969.75	(2,128,238.50)	452	.00
900.7000	Regional Wstewtr Treatmnt	.00	.00	.00	482,474.06	+++	102,879.96
9999.9999	Assets Reclassified	(1,172,500.00)	.00	5,669.20	(1,178,169.20)	0	(108,549.16)
	Capital Outlay Totals	$0.00	$0.00	$809,039.44	($2,998,769.38)	+++	($5,669.20)
	Sub Department **17 - Wastewater Treatment**						
	Personal Services						

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
410.003	OPEB cost	.00	.00	.00	.00	+++	1,952.61
	Personal Services Totals	$0.00	$0.00	$0.00	$0.00	+++	$1,952.61
	Other Services & Charges						
685.183	Depreciation	539,000.00	44,318.74	489,381.78	49,618.22	91	539,136.66
	Other Services & Charges Totals	$539,000.00	$44,318.74	$489,381.78	$49,618.22	91%	$539,136.66
	Sub Department **17 - Wastewater Treatment** Totals	$539,000.00	$44,318.74	$489,381.78	$49,618.22	91%	$541,089.27
	Department **34 - Regional Wastewater Plant** Totals	$2,135,646.00	$153,201.67	$2,530,054.43	($2,638,614.71)	224%	$1,981,588.33
	EXPENSE TOTALS	$3,462,673.00	$221,950.21	$4,325,350.42	($2,967,405.16)	186%	$3,179,782.98
	Fund **0032 - Wastewater Fund** Totals						
	REVENUE TOTALS	3,363,107.00	183,312.82	2,913,084.16	450,022.84	87	3,939,247.62
	EXPENSE TOTALS	3,462,673.00	221,950.21	4,325,350.42	(2,967,405.16)	186	3,179,782.98
	Fund **0032 - Wastewater Fund** Totals	($99,566.00)	($38,637.39)	($1,412,266.26)	$3,417,428.00		$759,464.64
Fund **0033 - Stormwater Utility Fund**							
REVENUE							
	Department **00 - Revenue**						
	Operating Revenues						
301.000	Sale Of Utilities	500,000.00	40,911.94	450,392.43	49,607.57	90	494,353.81
302.001	Penalties	6,000.00	514.63	6,103.72	(103.72)	102	6,603.13
	Operating Revenues Totals	$506,000.00	$41,426.57	$456,496.15	$49,503.85	90%	$500,956.94
	Investment Earnings						
361.001	Investment Earnings	1,200.00	.00	5,926.24	(4,726.24)	494	2,710.91
	Investment Earnings Totals	$1,200.00	$0.00	$5,926.24	($4,726.24)	494%	$2,710.91
	Miscellaneous						
369.002	Miscellaneous Revenue	.00	.00	.07	(.07)	+++	11.83
	Miscellaneous Totals	$0.00	$0.00	$0.07	($0.07)	+++	$11.83
	Capital Contributions						
371.002	Capital Contrib-Grants	.00	.00	10,000.00	(10,000.00)	+++	.00
	Capital Contributions Totals	$0.00	$0.00	$10,000.00	($10,000.00)	+++	$0.00
	Operating Transfers In						
394.002	Transfer from fund balance	170,140.00	.00	.00	170,140.00	0	.00
	Operating Transfers In Totals	$170,140.00	$0.00	$0.00	$170,140.00	0%	$0.00
	Department **00 - Revenue** Totals	$677,340.00	$41,426.57	$472,422.46	$204,917.54	70%	$503,679.68
	REVENUE TOTALS	$677,340.00	$41,426.57	$472,422.46	$204,917.54	70%	$503,679.68
EXPENSE							

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Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Department	**40 - Storm Water Utlity Exp.**						
Personal Services							
400.101	Regular Pay	195,000.00	14,673.07	174,536.87	20,463.13	90	190,699.51
401.103	Overtime	6,250.00	56.84	11,670.77	(5,420.77)	187	4,870.08
405.114	FICA	13,675.00	1,026.54	12,817.09	857.91	94	13,922.56
406.116	Retirement	20,845.00	1,595.51	19,799.77	1,045.23	95	21,411.74
408.125	SCMIT Worker's Comp Ins.	7,660.00	.00	5,072.74	608.31	92	4,336.13
410.001	Health Claims Cost	51,476.00	3,669.40	41,245.72	10,230.28	80	61,517.98
410.002	Health Claim Costs-Retire	19,027.00	1,428.56	11,490.36	7,536.64	60	.00
410.003	OPEB cost	4,000.00	.00	.00	4,000.00	0	2,733.65
	Personal Services Totals	$317,933.00	$22,449.92	$276,633.32	$39,320.73	88%	$299,491.65
Supplies							
500.101	Supplies and Materials	3,200.00	.00	1,572.09	1,627.91	49	2,352.49
500.102	Equipment	5,900.00	.00	513.51	5,386.49	9	1,514.38
501.101	Uniforms and Clothing	4,750.00	81.81	4,070.87	679.13	86	4,443.36
513.112	Asphalt/Concrete/Gravel	5,950.00	.00	1,510.28	4,439.72	25	3,671.16
514.112	SW Collection Syst Supply	6,500.00	2,123.90	6,322.92	177.08	97	1,328.27
515.121	Safety Supplies	600.00	.00	258.94	341.06	43	242.00
532.148	Small Hand Tools	330.00	.00	.00	330.00	0	.00
	Supplies Totals	$27,230.00	$2,205.71	$14,248.61	$12,981.39	52%	$13,551.66
Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	6,000.00	.00	4,602.81	1,397.19	77	4,444.92
610.111	Communications- Landline	1,250.00	141.97	1,090.02	159.98	87	1,093.63
610.112	Postage	100.00	.00	26.37	73.63	26	22.62
610.1110	Communications- Wireless	250.00	53.25	440.53	(190.53)	176	209.64
620.114	Advertising	250.00	.00	.00	250.00	0	.00
640.124	Travel Expense	410.00	.00	188.60	221.40	46	117.31
650.127	Electricity	1,963.00	161.05	1,695.62	267.38	86	1,705.55
650.128	Water	357.00	29.18	335.98	21.02	94	350.16
650.129	Wastewater	192.00	15.68	172.48	19.52	90	188.16
650.134	Security Lights	979.00	80.00	880.00	99.00	90	960.00
650.1271	Electricity- Sales Tax	19.00	.83	23.92	(4.92)	126	16.17
660.133	Repairs & Maint. Services	19,250.00	3,159.06	15,884.36	3,365.64	83	8,458.41
660.139	Fleet Services Materials	15,000.00	1,509.80	8,803.98	6,196.02	59	18,710.40
660.145	Gasoline & Oil	10,155.00	164.96	6,476.89	3,678.11	64	9,113.86

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
660.1391	Fleet Services Labor	25,000.00	701.25	21,093.81	3,906.19	84	18,348.58
662.141	Department Repairs	.00	.00	.00	.00	+++	1,074.51
670.156	Equipment Rental/Lease	500.00	.00	.00	500.00	0	.00
681.100	Capital Lease Principal	.00	.00	.00	.00	+++	35,851.69
681.120	Capital Lease Interest	.00	.00	.00	.00	+++	339.36
685.180	Membership Dues and Fees	360.00	25.00	25.00	335.00	7	.00
685.182	Other Operating Expenses	2,500.00	.00	1,960.52	539.48	78	2,251.96
685.183	Depreciation	155,000.00	33,237.56	363,658.90	(208,658.90)	235	414,699.28
685.186	Training	250.00	.00	51.00	199.00	20	249.00
686.187	Professional Services	3,000.00	.00	2,312.39	687.61	77	1,227.51
686.189	Employee Medical	350.00	.00	444.00	(94.00)	127	422.00
686.195	Repair/Maint Svc Contract	2,580.00	204.09	2,048.13	531.87	79	2,478.00
686.1895	Employee wellness services	1,224.00	177.62	2,147.45	(923.45)	175	2,286.63
687.202	Utility Billing Services	2,000.00	77.43	1,848.53	151.47	92	1,609.84
687.203	Contract Services	.00	.00	1,824.00	(1,824.00)	+++	.00
	Other Services & Charges Totals	$248,939.00	$39,738.73	$438,035.29	($189,096.29)	176%	$526,229.19
	Other Objects						
720.001	Provision for Bad Debts	1,400.00	116.63	1,282.93	117.07	92	2,250.70
795.995	GF Cost Distribution	38,803.00	3,446.71	37,913.81	889.19	98	38,803.00
7999.9999	Principal Reclassified	.00	.00	.00	.00	+++	(35,851.69)
	Other Objects Totals	$40,203.00	$3,563.34	$39,196.74	$1,006.26	97%	$5,202.01
	Inter-Dept. Allocations						
795.999	Allocation G&A Services	43,035.00	.00	25,267.88	17,767.12	59	37,731.95
	Inter-Dept. Allocations Totals	$43,035.00	$0.00	$25,267.88	$17,767.12	59%	$37,731.95
	Capital Outlay						
900.912	Oakley Street Improvements	285,000.00	9,441.71	9,441.71	270,358.09	5	.00
900.913	Maryville (Cherry Street) Improvements	350,000.00	.00	.00	350,000.00	0	.00
900.916	Broad Street Improvements	210,000.00	.00	.00	210,000.00	0	.00
900.1000	Infrastructure Improvemts	.00	.00	12,145.62	(162,906.76)	+++	12,900.50
900.4100	Vehicles	22,000.00	.00	.00	170.00	99	.00
900.4300	Other Equipment	103,000.00	.00	23,448.41	79,551.59	23	.00
950.962	Drainage Improvements	.00	.00	.00	(57,297.00)	+++	.00
9999.9999	Assets Reclassified	(970,000.00)	.00	(23,448.41)	(946,551.59)	2	(12,900.50)
	Capital Outlay Totals	$0.00	$9,441.71	$21,587.33	($256,675.67)	+++	$0.00
	Department **40 - Storm Water Utlity Exp.** Totals	$677,340.00	$77,399.41	$814,969.17	($374,696.46)	155%	$882,206.46

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	EXPENSE TOTALS	$677,340.00	$77,399.41	$814,969.17	($374,696.46)	155%	$882,206.46
	Fund **0033 - Stormwater Utility Fund** Totals						
	REVENUE TOTALS	677,340.00	41,426.57	472,422.46	204,917.54	70	503,679.68
	EXPENSE TOTALS	677,340.00	77,399.41	814,969.17	(374,696.46)	155	882,206.46
	Fund **0033 - Stormwater Utility Fund** Totals	$0.00	($35,972.84)	($342,546.71)	$579,614.00		($378,526.78)
Fund **0035 - Waste Management Fund**							
EXPENSE							
Department **31 - Residential Sanitation**							
Personal Services							
400.101	Regular Pay	220,000.00	16,166.10	184,220.90	35,779.10	84	214,418.45
401.103	Overtime	19,100.00	1,514.92	18,112.13	987.87	95	18,582.86
401.109	Seasonal City employee labor	58,000.00	.00	.00	58,000.00	0	.00
405.114	FICA	15,700.00	1,206.07	14,095.39	1,604.61	90	16,813.89
406.116	Retirement	23,425.00	1,864.78	21,525.03	1,899.97	92	25,375.52
408.125	SCMIT Worker's Comp Ins.	11,500.00	1,574.60	15,324.45	(8,810.99)	177	11,041.46
410.001	Health Claims Cost	54,321.00	3,900.46	37,895.26	16,425.74	70	67,772.34
410.002	Health Claim Costs-Retire	.00	1,055.44	11,405.72	(11,405.72)	+++	15,150.24
410.003	OPEB cost	5,000.00	.00	.00	5,000.00	0	3,514.69
	Personal Services Totals	$407,046.00	$27,282.37	$302,578.88	$99,480.58	76%	$372,669.45
Supplies							
500.101	Supplies and Materials	1,500.00	510.42	3,240.80	(1,740.80)	216	3,422.02
500.102	Equipment	.00	.00	.00	.00	+++	224.70
501.101	Uniforms and Clothing	16,000.00	3,078.40	22,211.70	(7,970.17)	150	23,859.24
515.121	Safety Supplies	3,000.00	.00	1,195.56	1,804.44	40	1,728.51
	Supplies Totals	$20,500.00	$3,588.82	$26,648.06	($7,906.53)	139%	$29,234.47
Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	31,500.00	.00	22,182.24	9,317.76	70	21,421.32
610.111	Communications- Landline	300.00	11.90	128.05	171.95	43	201.24
610.112	Postage	300.00	.00	33.68	266.32	11	45.78
610.1110	Communications- Wireless	3,350.00	.00	.00	3,350.00	0	.00
620.114	Advertising	2,100.00	30.63	742.63	1,357.37	35	1,199.75
650.127	Electricity	1,131.00	69.84	930.20	200.80	82	1,215.10
650.128	Water	711.00	33.22	368.74	342.26	52	571.14
650.129	Wastewater	1,066.00	51.40	570.20	495.80	53	864.66

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Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.130	Sanitation	452.00	36.92	406.12	45.88	90	443.04
650.133	Stormwater	369.00	30.15	331.65	37.35	90	361.80
650.134	Security Lights	537.00	43.89	482.79	54.21	90	526.68
650.1271	Electricity- Sales Tax	2.00	.30	3.23	(1.23)	162	4.59
660.133	Repairs & Maint. Services	5,000.00	.00	2,246.67	2,753.33	45	3,765.76
660.136	Container Repairs	6,000.00	.00	5,202.65	797.35	87	6,406.51
660.139	Fleet Services Materials	50,000.00	9,580.77	54,442.05	(4,442.05)	109	122,985.42
660.145	Gasoline & Oil	60,721.00	902.78	29,445.71	31,275.29	48	51,103.49
660.1362	Roll-Out Purchases	32,500.00	5,946.36	29,328.93	3,171.07	90	24,678.84
660.1391	Fleet Services Labor	64,500.00	1,215.50	65,004.09	(504.09)	101	74,119.68
660.1392	Fleet Svcs- Outside Vends	2,000.00	13.75	2,076.25	(76.25)	104	1,498.75
681.100	Capital Lease Principal	48,252.00	.00	.00	48,252.00	0	.00
681.120	Capital Lease Interest	7,118.00	.00	.00	7,118.00	0	.00
685.182	Other Operating Expenses	2,500.00	.00	2,594.55	(94.55)	104	3,134.62
685.183	Depreciation	55,100.00	4,911.73	51,353.54	3,746.46	93	44,286.90
685.186	Training	1,500.00	.00	.00	1,500.00	0	.00
685.190	Landfill Fees	25,000.00	1,635.55	18,751.35	6,248.65	75	24,098.34
686.189	Employee Medical	1,800.00	.00	420.00	1,380.00	23	681.00
686.195	Repair/Maint Svc Contract	3,000.00	192.50	1,925.00	1,075.00	64	4,410.00
686.1895	Employee wellness services	2,081.00	447.56	4,899.97	(2,818.97)	235	5,259.64
687.202	Utility Billing Services	3,100.00	156.71	3,741.70	(641.70)	121	3,258.78
687.203	Contract Services	5,000.00	960.00	1,512.00	3,488.00	30	.00
	Other Services & Charges Totals	$416,990.00	$26,271.46	$299,123.99	$117,866.01	72%	$396,542.83
	Other Objects						
720.001	Provision for Bad Debts	1,500.00	125.00	1,375.00	125.00	92	7,570.23
730.120	Recycling Labor	35,000.00	2,870.45	27,806.91	2,875.31	92	32,211.20
730.122	Recycling Operating	12,000.00	105.67	8,009.34	3,990.66	67	9,901.59
795.001	IT Internal Allocations	7,000.00	.00	5,179.87	1,820.13	74	5,089.17
795.995	GF Cost Distribution	72,405.00	6,431.33	70,744.63	1,660.37	98	72,405.00
7999.9999	Principal Reclassified	(48,252.00)	.00	.00	(48,252.00)	0	.00
	Other Objects Totals	$79,653.00	$9,532.45	$113,115.75	($37,780.53)	147%	$127,177.19
	Capital Outlay						
900.4200	Heavy Equipment	163,142.00	.00	160,536.00	2,606.00	98	.00
9999.9999	Assets Reclassified	(135,000.00)	.00	(160,536.00)	25,536.00	119	3,951.72
	Capital Outlay Totals	$28,142.00	$0.00	$0.00	$28,142.00	0%	$3,951.72

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Department **31 - Residential Sanitation** Totals	$952,331.00	$66,675.10	$741,466.68	$199,801.53	79%	$929,575.66
	EXPENSE TOTALS	$952,331.00	$66,675.10	$741,466.68	$199,801.53	79%	$929,575.66
	Fund **0035 - Waste Management Fund** Totals						
	REVENUE TOTALS	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	952,331.00	66,675.10	741,466.68	199,801.53	79	929,575.66
	Fund **0035 - Waste Management Fund** Totals	($952,331.00)	($66,675.10)	($741,466.68)	($199,801.53)		($929,575.66)
Fund **0086 - Seized and Forfeited**							
REVENUE							
Department **00 - Revenue**							
Fines and Forfeitures							
367.000	Drug Enforcement Revenue	7,500.00	.00	964.50	6,535.50	13	.00
	Fines and Forfeitures Totals	$7,500.00	$0.00	$964.50	$6,535.50	13%	$0.00
Operating Transfers In							
394.002	Transfer from fund balance	41,975.00	.00	.00	41,975.00	0	.00
	Operating Transfers In Totals	$41,975.00	$0.00	$0.00	$41,975.00	0%	$0.00
Sale of Assets							
391.001	Sale of Assets	.00	.00	.00	.00	+++	13,516.19
	Sale of Assets Totals	$0.00	$0.00	$0.00	$0.00	+++	$13,516.19
	Department **00 - Revenue** Totals	$49,475.00	$0.00	$964.50	$48,510.50	2%	$13,516.19
	REVENUE TOTALS	$49,475.00	$0.00	$964.50	$48,510.50	2%	$13,516.19
EXPENSE							
Department **05 - Police**							
Supplies							
500.101	Supplies and Materials	250.00	.00	.00	250.00	0	.00
501.101	Uniforms and Clothing	800.00	.00	223.08	576.92	28	126.23
	Supplies Totals	$1,050.00	$0.00	$223.08	$826.92	21%	$126.23
Other Services & Charges							
610.1110	Communications- Wireless	2,880.00	.00	.00	2,880.00	0	.00
640.124	Travel Expense	2,000.00	.00	311.26	1,688.74	16	1,505.41
660.133	Repairs & Maint. Services	5,000.00	108.08	108.08	4,891.92	2	37.08
660.134	Radio Repairs	2,000.00	.00	.00	2,000.00	0	.00
660.145	Gasoline & Oil	.00	.00	118.71	(118.71)	+++	20.00
685.180	Membership Dues and Fees	1,250.00	.00	.00	1,250.00	0	125.00
685.182	Other Operating Expenses	6,000.00	.00	.00	6,000.00	0	.00

Attachment: BudgetPerformanceReport-May 2016 (2081 : May 2016 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 05/31/16

Account	Account Description	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.186	Training	1,795.00	.00	.00	1,795.00	0	1,000.00
685.191	Canine Unit Operations	17,500.00	211.00	929.66	9,070.34	48	7,566.97
686.194	Other Prof/Tech Services	10,000.00	.00	4,000.00	6,000.00	40	.00
	Other Services & Charges Totals	$48,425.00	$319.08	$5,467.71	$35,457.29	27%	$10,254.46
	Department **05 - Police** Totals	$49,475.00	$319.08	$5,690.79	$36,284.21	27%	$10,380.69
	EXPENSE TOTALS	$49,475.00	$319.08	$5,690.79	$36,284.21	27%	$10,380.69
	Fund **0086 - Seized and Forfeited** Totals						
	REVENUE TOTALS	49,475.00	.00	964.50	48,510.50	2	13,516.19
	EXPENSE TOTALS	49,475.00	319.08	5,690.79	36,284.21	27	10,380.69
	Fund **0086 - Seized and Forfeited** Totals	$0.00	($319.08)	($4,726.29)	$12,226.29		$3,135.50
	Grand Totals						
	REVENUE TOTALS	35,485,665.00	2,316,012.33	23,766,591.94	11,719,073.06	67	30,042,056.42
	EXPENSE TOTALS	37,296,111.00	1,657,726.31	27,776,475.65	6,591,645.16	82	29,370,120.86
	Grand Totals	($1,810,446.00)	$658,286.02	($4,009,883.71)	$5,127,427.90		$671,935.56

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