

**PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL
MAY 17, 2018 – 5:30 PM
MUNICIPAL COURTROOM
GEORGETOWN, SOUTH CAROLINA**



Notice of this meeting has been made in accordance with the
South Carolina Code of Laws as amended.

1. **CALL TO ORDER**
2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**
3. **PUBLIC HEARING**
 - A. **The purpose of the Public Hearing will be to receive citizen input concerning: an ordinance to establish an application fee for administration of the Hazard Mitigation Grant Program; an ordinance to adopt the South Carolina Department of Public Safety's wrecker fee schedule, as amended annually and the proposed Historic District Water System Improvements Project to be funded by a State Revolving Fund (SRF) loan.**
4. **INVOCATION & PLEDGE OF ALLEGIANCE**
5. **PUBLIC COMMENTS**
6. **INTRODUCTION OF NEW EMPLOYEES**
7. **PROCLAMATION & RESOLUTION**
 - A. **Motion to approve Proclamation proclaiming May 19-25, 2018 as National Safe Boating Week in the City of Georgetown.**
Attachments:
1 **SAFE BOATING WEEK** (PDF)
 - B. **Motion to approve a Resolution in Recognition of the Georgetown Lions Club.**
Attachments:
1 **GEORGETOWN LIONS CLUB RESOLUTION** (PDF)
8. **HOUSING AND COMMUNITY DEVELOPMENT**
 - A. **Motion to approve first reading of an Ordinance Amending Chapter 16, Article I, Section 16-1 Alcoholic Beverages on Public Property of the Code of Ordinances.**
Attachments:
1 **05-09-18 Alcoholic Beverages Amendment REDLINED** (PDF)
 - B. **Motion to approve first reading of an Ordinance Amending Chapter 20 Article IX, Outdoor Cafe and Harborwalk Hospitality, Section 20-130 through 20-135 of the Code of Ordinances for the City of Georgetown.**

Attachments:

- 1 05-09-18 Amend Outdoor Cafe Ord to Add Harborwalk REDLINED (PDF)

- C. **Motion to approve first reading of an Ordinance Establishing a Fee for Harborwalk Hospitality in the City of Georgetown.**

Attachments:

- 1 05-09-18 Harborwalk Hospitality Fee Ord CLEAN (PDF)

- D. **Motion to approve second reading of an Ordinance Establishing an Application Fee for Administration of the Hazard Mitigation Grant Program (HMGP).**

Attachments:

- 1 Admin Fee Ordinance REVISED (PDF)

9. FINANCE

- A. **Motion to approve first reading of an Ordinance to Amend the Water Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2018.**

- B. **Motion to approve first reading of an Ordinance to Amend the Wastewater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2018.**

- C. **Motion to approve first reading of an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2019.**

- D. **Motion to approve second reading on Budget Amendments in the Stormwater Fund for Change Orders to the Drainage Project in the Amount of \$155,137 and for Stormwater Pump #1 and #2 Repairs in the amount of \$232,506, for a total of \$387,643.**

Attachments:

- 1 Budget Amendment FY 17-18 Stormwater Fund (PDF)

10. POLICE

- A. **Motion to approve payment of \$35,000 to the Georgetown Drug Enforcement Unit for Fiscal Year 2017/2018.**

Attachments:

- 1 DEU Funding FY 2017-2018 (PDF)

- B. **Motion to approve second reading of an Ordinance amending Chapter 18 Article III of the Code of Ordinances for the City of Georgetown by deleting article III Sections 18-22 thru 18-31 and replacing Sections 18-22 thru 18-25 in the entirety, and reserving sections 18-26 thru 18-31.**

Attachments:

- 1 ORD FINAL TOWING 5.17.18 (PDF)

- 2 New Wrecking Towing Ordinance (PDF)

- 3 Current Wrecker Ordinance (PDF)

11. PUBLIC WORKS

- A. Motion to approve Proclamation proclaiming May 21-25, 2017 as National Public Works Week.**

Attachments:

1 NPWWProclamation.2018 (PDF)

12. CITY ADMINISTRATOR REPORT**13. MINUTES**

- A. Motion to approve minutes of City Council meetings dated January 18, 22, 25 and February 2, 15, 22 and 28, 2018.**

14. OLD BUSINESS**15. NEW BUSINESS****16. DEPARTMENT MONTHLY REPORTS**

- A. GPD April 2018 Monthly Report**

Attachments:

1 APRIL 2018 Monthly Report (PDF)

- B. April 2018 Municipal Court Report**

Attachments:

1 Municipal court report (PDF)

- C. April 2018 Fire Report**

Attachments:

1 April 2018 Fire Report (PDF)

- D. April 2018 Public Works Department Report**

Attachments:

1 APR.2018 (PDF)

- E. April 2018 Fleet service Report**

Attachments:

1 Monthly Report (PDF)

- F. April 2018 Electric Utility Department Report**

Attachments:

1 april18 (PDF)

- G. April 2018 Water Utilities Report**

Attachments:

1 April 2018 Water Utilities Report (PDF)

- H. April 2018 Engineering Report**

Attachments:

- 1 Engineering Monthly Report_April 2018 (PDF)
- I. **April 2018 Housing & Community Development Report**
 Attachments:
 - 1 April 2018 Monthly Report (PDF)
- J. **April 2018 Finance and IT Reports**
 Attachments:
 - 1 April 2018 Finance & IT Report (PDF)
 - 2 Grants-Monthly Rpts FY 17.18 (PDF)
 - 3 GovDeals-Monthly Rpts FY 17.18 (PDF)
 - 4 BudgetPerformanceReport-04302018 (PDF)

17. EXECUTIVE SESSION

Motion to adjourn Regular Meeting and enter Executive Session pursuant to Sec. 30-4-70(a)(2) to discuss FHEO 04-17-9419.

Motion to adjourn Executive Session and reconvene Regular Meeting.

NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

18. COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

19. ADJOURNMENT

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



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

PROCLAMATION

DOC ID: 2521

Council Meeting Date:	17 May 2018
Department:	Administration
Issue Under Consideration:	Motion to approve Proclamation proclaiming May 19-25, 2018 as National Safe Boating Week in the City of Georgetown.

Reviews:

Carey Smith Completed 05/10/2018 12:11 PM

Ann U. Mercer Completed 05/10/2018 12:17 PM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 1 SAFE BOATING WEEK (PDF)

**MOTION TO APPROVE PROCLAMATION PROCLAIMING MAY 19-25, 2018 AS NATIONAL
SAFE BOATING WEEK IN THE CITY OF GEORGETOWN.**

CITY OF GEORGETOWN, SOUTH CAROLINA PROCLAMATION

Recreational boating on our waterways is fun and enjoyable, accommodating a wide variety of pleasurable boating activities. However, these waterways can also present hazards to the unprepared and inexperienced including weather, sea conditions and above all, the actions of other boaters. While being a wonderful source of recreation, boating can be a risky sport especially for the unprepared.

Before venturing out on the water, boaters should become aware of potential weather conditions, assure the safe condition of their boat, check that all required safety equipment is aboard, file a "Float Plan," and know and obey Navigation Rules. Never drink alcohol or take drugs while operating a boat and always wear a life jacket. These are ways to avoid human error that can lead to a serious incident, accident or catastrophe.

On average nearly 700 people die each year in boating-related accidents in the United States. Approximately 71% of these fatalities are caused by drowning of which almost 85% were reported as not wearing a life jacket. One simple but major behavior that can reduce the number of boaters who lose their lives by drowning each year is by wearing a life jacket.

Boating knowledge and safe operating skills can improve judgement and reduce human error. If boaters are aware of the risks, they are more likely to take precautionary measures to protect themselves, their friends and families. That is why we must continue to spread the message of boating safety not only during National Safe Boating Week but throughout the entire year.

WHEREAS, the vast majority of boating accidents are caused by operator inattention, inexperience, improper lookout, machinery failure and excessive speed; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, today's life jackets are well designed, comfortable, and more wearable than styles of years past and add greatly to the safety of today's boating public.

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, I hereby proclaim May 19-25, 2018 as

NATIONAL SAFE BOATING WEEK

In the City of Georgetown and the start of the year-round effort to promote safe boating. I urge all citizens who boat to wear a life jacket and to practice safe boating habits.

SIGNED, SEALED AND DATED this 17th day of May 2018.

ATTEST:

Ann U. Mercer
City Clerk

Brendon M. Barber, Sr.
Mayor

Attachment: SAFE BOATING WEEK (2521 : Proclamation proclaiming National Safe Boating Week)



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

RESOLUTION

DOC ID: 2527

Council Meeting Date:	17 May 2018
Department:	Administration
Issue Under Consideration:	Motion to approve a Resolution in Recognition of the Georgetown Lions Club.
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendations:	

Reviews:

Carey Smith Skipped 05/14/2018 9:56 AM

Absent

Ann U. Mercer Completed 05/14/2018 9:57 AM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 1 GEORGETOWN LIONS CLUB RESOLUTION (PDF)

MOTION TO APPROVE A RESOLUTION IN RECOGNITION OF THE GEORGETOWN LIONS CLUB.

STATE OF SOUTH CAROLINA)

**RESOLUTION
IN RECOGNITION OF
GEORGETOWN LIONS CLUB**

CITY OF GEORGETOWN)

WHEREAS, in commemoration of their National Centennial Celebration the Georgetown Lions Club donated fifteen park benches to the City of Georgetown; and

WHEREAS, the Georgetown Lions Club so graciously chose the City of Georgetown for their Legacy Project to be the beneficiary of this celebration; and

WHEREAS, the benches are located in Francis Marion Park, a popular destination on our waterfront, and will be enjoyed by our citizens and visitors; and

WHEREAS, the Georgetown Lions Club dedicated service has contributed to the overall betterment of our community; and

WHEREAS, Georgetown City Council appreciates the Lions Club generous contribution of the fifteen park benches to our City.

NOW THEREFORE, BE IT RESOLVED that the Georgetown City Council does recognize the Georgetown Lions Club for their outstanding work providing humanitarian and environmental needs in our community, extending throughout the world.

APPROVED this 17th day of May 2018.

ATTEST:

CITY OF GEORGETOWN,
A Municipal Corporation

Ann Mercer
City Clerk

Brendon M. Barber, Sr.
Mayor

Attachment: GEORGETOWN LIONS CLUB RESOLUTION (2527 : Resolution in Recognition of Georgetown Lions Club)



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

ORDINANCE

DOC ID: 2516

Council Meeting Date:	17 May 2018
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve an Ordinance Amending Chapter 16, Article I, Section 16-1 Alcoholic Beverages on Public Property of the Code of Ordinances.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• This amends the exceptions section on alcoholic beverages on public property ordinance (16-1). • This amended ordinance is an effort to extend hospitality to welcome guests and visitors to the City of Georgetown. • Only businesses adjacent to and that maintain connection to the Harborwalk may utilize this Harborwalk Hospitality ordinance. • Only beer and wine may be consumed, out of clear plastic cups with the business's name imprinted on the open container. • No liquor may be consumed on any public property within the City, including city parks, streets, or the Harborwalk. • This ordinance will be reviewed by H&CD and the Police Department after 6 months for compliance.
Options:	Approve or deny 1 st reading of this new Harborwalk Hospitality ordinance.
Staff Recommendations:	Staff recommends approving this amendment for Harborwalk Hospitality on the basis that a review for compliance by local businesses will take place in 6 months.

Reviews:

Rick Martin Completed 05/10/2018 11:23 AM

Carey Smith Skipped 05/11/2018 8:26 AM

Absent

Ann U. Mercer Completed 05/11/2018 8:27 AM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 05-09-18 Alcoholic Beverages Amendment REDLINED (PDF)

MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 16, ARTICLE I, SECTION 16-1 ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY OF THE CODE OF ORDINANCES.

AN ORDINANCE AMENDING CHAPTER 16 ARTICLE I SECTION 16-1, ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY, OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown understands and appreciates the importance of the hospitality industry toward maintaining a thriving economy on Front Street; and
- WHEREAS,** The City Council of the City of Georgetown wishes to extend a welcome to guests and visitors; and
- WHEREAS,** The Core Commercial District is home to hospitality businesses that serve alcoholic beverages; and
- WHEREAS,** The city has encouraged and permitted waterfront hospitality businesses to provide deck connections to the City Harborwalk for use and access to riverfront amenities by residents and guests; and
- WHEREAS,** The City of Georgetown wishes to maintain orderliness and cleanliness throughout the city while still supporting the hospitality industry;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 16, Article I Section 16-1 be amended and replaced in its entirety as follows:

Sec. 16-1. Alcoholic beverages on public property; consumption in city.

It shall be unlawful for any person within the city to consume or possess in an open container any alcoholic liquors, beer, wine or any other alcoholic beverage, on the streets, sidewalks, or any other property in which the city has an interest, whether such person is in a conveyance or not, unless such consumption or possession takes place on public property in one of the following:

- (a) at an event specifically permitted by the city and in accordance with such licenses and other requirements as may be imposed by the South Carolina Department of Revenue-Alcoholic Beverage Licensing Division; **and**
- (b) on property located on Front Street within the Core Commercial District (CC) as that District appears on the Official Zoning Map of the City of Georgetown, such property being a city sidewalk appurtenant to a hospitality business set up and permitted as an outdoor café for food and alcoholic beverage service, as defined by Chapter 20, Article IX, §20-130 through 20-135 of the City of Georgetown Code of Ordinances. Such consumption is limited to individual patrons of the permitted business, seated on furnishing provided by the permitted business; **and**

(c) on the Harborwalk within the Core Commercial District (CC) as that District appears on the Official Zoning Map of the City of Georgetown, such property being the city Harborwalk where adjacent hospitality businesses are permitted as Harborwalk Hospitality businesses by the City of Georgetown, as defined by Chapter 20 Article IX. Alcohol possessed for consumption under this provision is limited to beer and wine and shall be in a clear plastic cup clearly labeled and issued by one of the said permitted businesses. This provision shall not be construed to allow sale of liquor on the Harborwalk or on any connection thereto, or possession of beer and wine in non-approved containers, including but not limited to glass, aluminum cans, coolers, or the like, nor shall this provision be construed to allow beer, wine or liquor in open containers in any city park abutting the Harborwalk or along any connection from the Harborwalk to Front Street.

Nothing herein shall be intended to conflict or abridge the prohibition of open containers of alcoholic beverages in bottles or cans, which shall be strictly prohibited in public property (cross ref. sec. 20-126(d))

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



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

ORDINANCE

DOC ID: 2517

Council Meeting Date:	17 May 2018
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve an Ordinance Amending Chapter 20 Article IX, Outdoor Cafe and Harborwalk Hospitality, Section 20-130 through 20-135 of the Code of Ordinances for the City of Georgetown.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• This amends the Outdoor Café ordinance which is already in effect for Front Street. • This amended ordinance is an effort to extend hospitality to welcome guests and visitors to the City of Georgetown. • Only businesses adjacent to and that maintain connection to the Harborwalk may utilize this Harborwalk Hospitality ordinance. • Only beer and wine may be consumed, out of clear plastic cups with the business's name imprinted on the open container. • No liquor may be consumed on any public property within the City, including city parks, streets, or the Harborwalk as pertains to Code 16-1. • This ordinance will be reviewed by H&SD and the Police Department after 6 months for compliance.
Options:	Approve or deny the amendments to Article IX, Sections 20-130 through 20-135.
Staff Recommendations:	Staff recommends approving this amendment for Harborwalk Hospitality on the basis that a review for compliance by local businesses will take place in 6 months.

Reviews:

Rick Martin Completed 05/10/2018 11:24 AM

Carey Smith Skipped 05/11/2018 8:28 AM

Absent

Ann U. Mercer Completed 05/11/2018 8:29 AM

Updated: 5/11/2018 8:29 AM by Ann U. Mercer

Page 1

Attachments:

1. 1 05-09-18 Amend Outdoor Cafe Ord to Add Harborwalk REDLINED (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 20 ARTICLE IX,
OUTDOOR CAFE AND HARBORWALK HOSPITALITY, SECTION 20-130 THROUGH 20-135
OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN.**

AN ORDINANCE AMENDING CHAPTER 20 ARTICLE IX, OUTDOOR CAFÉ AND HARBORWALK HOSPITALITY, SECTIONS 20-130 THROUGH 20-135 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown understands and appreciates the importance of the hospitality industry toward maintaining a thriving economy on Front Street; and
- WHEREAS,** The City Council of the City of Georgetown wishes to extend a welcome to guests and visitors; and
- WHEREAS,** The Core Commercial and is home to hospitality businesses that serve alcoholic beverages; and
- WHEREAS,** The city has encouraged and permitted waterfront hospitality businesses to provide deck connections to the City Harborwalk for use and access to riverfront amenities by residents and guests; and
- WHEREAS,** The City of Georgetown wishes to maintain orderliness and cleanliness throughout the city while still supporting the hospitality industry;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 20, be amended to add Article IX, sections 20-130 through 20-135 as follows:

ART. IX OUTDOOR CAFES AND HARBORWALK HOSPITALITY

Sec. 20-130. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Encroachment means stands, tables, umbrellas, chairs, benches, signs, objects related to the business, or other items on the public right-of-way, sidewalk or common area on public property. (cross ref. §§ 20-5 through 20-7.1)

Harborwalk Hospitality Business means a hospitality business licensed to do business in the City of Georgetown, located on Front Street adjacent to the City Harborwalk, maintaining a public deck connection with an unlocked gate or no gate for hospitality patrons to access the City Harborwalk, holding valid on-premises and off-premises beer and wine licenses from the South Carolina Department of Revenue-Alcoholic Beverage Licensing Division, and holding a Harborwalk Hospitality permit as described hereinbelow.

Outdoor cafe means a business located in the Core Commercial District that is licensed to operate as an eating establishment where food and/or other refreshments are served, which may include alcoholic beverages, where such business provides chairs and tables for food and beverage service on an adjacent city sidewalk or plaza, pursuant to an encroachment permit issued under sec. 20-7 of this Chapter. (cross-ref. §16-1)

Plaza means any landscaped outdoor area which is owned or controlled by the city, which is open to the general public, but which is not a sidewalk or street.

Sidewalk means that area of the public right-of-way between the curblines or the lateral lines of a roadway and the adjacent property lines and which is reserved for pedestrian traffic, but not including street crossings.

Sec. 20-131. Permit required.

Any person operating, maintaining, or otherwise engaged in the business of running an outdoor café **or Harborwalk Hospitality business** in the city shall hold a currently valid city business license and a permit issued under the terms of this article. The permit required by this article shall be issued on a form provided by the Department of Building and Planning and shall contain the following conditions:

(a) For Outdoor Cafes

(1) Each permit shall be effective for one year, from January 1 – December 31, **subject to annual renewal**, unless revoked, suspended or retracted prior to expiration. When a permit is invalidated, the prorated fee for any full quarter year remaining shall be refunded. No fees will be refunded for periods of suspension.

(2) The permit may be suspended by the administrator when necessary to clear the public property for public safety for a community or special event authorized by a permit issued by the city.

(3) The permit shall be specifically limited to the area shown on the plat diagram attached to the permit application. As a condition of approval, the city may reduce and otherwise reconfigure the proposed area and the number of requested chairs, tables, and items within the encroachment area.

(4) The administrator may require the temporary removal of items within the encroachment area when street, sidewalk, common area or utility repairs necessitate such action.

(5) No tables or chairs or any other parts of the business shall be attached, chained or in any manner affixed to any tree, post, sign or other fixtures, curb or sidewalk within or near the permitted area in a manner which causes or threatens to cause injury to any person or damage to public or private properties. No additional outdoor seating authorized under this article shall be used for calculating seating requirements pertaining to location of, application for or issuance of an ABC license for any establishment, or be used as the basis for computing required seating for restaurants and dining rooms, or as grounds for claiming exemption from such requirements under the provisions of any city ordinance or state law.

(6) The issuance of a permit does not grant or imply vested rights to use of the area by the permittee. The city retains the right to deny the issuance of a permit or the renewal of a permit for any reason whatsoever.

(7) Tables, chairs, umbrellas and any other objects provided shall be maintained with a clean and attractive appearance and shall be kept safe and in good repair at all times.

(8) The serving and consumption of alcoholic beverages at on city sidewalks and public property is limited to beer and wine. Consumption of beer and wine at outdoor cafes is limited to patrons seated at tables.

(9) The city may require the posting or placement of the permit and relevant notices to facilitate the administration and enforcement of this article.

(10) Nothing in this section shall be intended to alter or abridge the permittee's responsibility to comply with all terms for service of alcoholic beverages as shall be required by the South Carolina Law Enforcement Division or the South Carolina Alcohol and Beverage Commission.

(11) The city retains the right to suspend the privilege of using glass within the encroachment area during major festivals and events and when streets are closed. The use of glass will be revoked if an incident jeopardizes the health, safety and welfare of customers or the general public.

(b) For Harborwalk Hospitality Businesses

(1) The connection decking must be maintained in good repair, subject to inspection by the city building inspector, and compliant with current building safety standards for railings.

(2) Each Harborwalk Hospitality business shall provide upon request proof of off-premises beer and wine license issued by the South Carolina Department of Revenue

(3) Each Harborwalk Hospitality business shall supply clear plastic cups for beer and wine to patrons utilizing the business's deck connection to access the City Harborwalk with beer and wine. In order to conduct permit review related to overserving and trash, all such cups shall display the name of the Harborwalk Hospitality business.

(4) It is a violation of the Harborwalk Hospitality permit to serve a patron liquor, or any beer or wine in glass or aluminum cans for purposes of accessing the Harborwalk.

(5) Each Harborwalk Hospitality business shall display city signage on its premises, viewable from the deck connection, regarding this Article.

(6) Each Harborwalk Hospitality business shall maintain in sanitary condition a trash receptacle secure from wind and rain adjacent to or at a distance within reach of its deck connection to the City Harborwalk.

(7) No Harborwalk Hospitality business may serve beer or wine in their clear logo cups for use on the Harborwalk after 2:00 a.m. If the business maintains a gate to the City Harborwalk, it shall be secured at that time.

Sec. 20-132. Application for permit; fee.

(a) Application for the permit required by this article shall be made with the Department of Building and Planning. Such application shall include the following information:

(1) Name, home and business address and telephone number of the applicant, and the name and address of the owner of the business if other than the applicant.

(2) A copy of a valid business license to operate a business establishment adjacent to the public property which is the subject of the application.

(3) Proof of current liability insurance, issued by an insurance company licensed to do business in the state, protecting the licensee and the city from all claims for damage to property and bodily injury, including death, which may arise from operation under or in connection with the permit, **including beer and wine liability**. Such insurance shall name the city as an additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without 30 days' advance written notice to the city. The policy shall be a minimum required amount, or higher if deemed necessary by the city's Risk Manager.

(4) For outdoor cafes, a sketch, to scale, of the proposed location, showing the layout and dimensions of the existing public area and adjacent private property.

(5) For Harborwalk Hospitality businesses, a sketch, to scale, or survey, or photograph, of the deck connection to the Harborwalk and proposed location of signage and trash receptacle.

(6) Proof of any required ABC license, health permits or other state permits for the business involved, **to include an off-premises beer and wine license for Harborwalk Hospitality businesses**.

(7) A Certificate of Appropriateness from the ARB for Outdoor Cafes or new deck connections.

(8) Permit Fee (sec. 20-132(c))

(b) Not later than 30 days after the filing of a completed application for an Outdoor Café temporary encroachment permit or **Harborwalk Hospitality permit**, the applicant shall be notified of the decision to issue or deny the permit.

(c) An annual fee shall be due and payable as fixed from time to time by the city. This fee is in addition to the business license fee required for operation within the city. Only new permits shall be prorated on a quarterly basis. No fees shall be charged for encroachments solely for the purpose of beautification, but all other provisions of this article shall apply.

(d) The city shall have broad discretion to grant, modify or revoke permits issued pursuant to this article in the interests of improving the public health, safety and welfare.

Sec. 20-133. Prohibited acts.

(a) No permittee shall:

- (1) Sublet or sublicense any encroachment area.
- (2) Place objects around the perimeter of an area occupied by tables and chairs which would have the effect of forming a physical or visual barrier, except within a plaza, without the written approval of the city.
- (3) Use umbrellas which are not fire-retardant, pressure-treated or manufactured of fire-resistive material if larger than ten (10) feet × ten (10) feet.
- (4) Fail to secure permission of the landlord where a building has multiple occupants.
- (5) Sound or permit the sounding of any device on the public property which produces a loud noise, or use or operate any loudspeaker, public address system, radio, sound amplifier or similar device.
- (6) Fail to pick up, remove and dispose of all trash or refuse left by the business or its patrons on the public right-of-way.
- (7) Store, park or leave any stand or items of merchandise overnight on any street or sidewalk, except for tables and chairs, which may be kept in the permitted area at the permittee's risk.
- (8) Store, park or leave any vehicle, truck or trailer within any encroachment area.

(b) The ~~outdoor-café~~ permit is a temporary license, which may be denied, suspended or revoked for any conduct which is contrary to the provisions of this article or for conduct of the business in such a manner as to create a public nuisance or constitute a danger to the operator's or the public's health, safety or welfare. No property right is created by this article, and the decision of the city shall be final.

Nothing herein shall be interpreted to abridge the prohibitions of section 20-4, 20-5, 20-6, 20-7 of this chapter.

Sec. 20-134. Remedies

(a) *Grounds for denial, suspension, or revocation; removal of property by city.* The city may deny, revoke or suspend a permit issued under this article at any time for any business authorized in the city for any reason, not limited to but to include:

- (1) Any necessary business or health permit has been suspended, revoked or canceled.
- (2) The permittee does not have insurance in force which is correct and effective in the minimum amount described in subsection 20-132(3)
- (3) Changing conditions of pedestrian or vehicular traffic causing congestion or changes of property conditions necessitating removal of the encroachment. Such decision shall be based upon findings

that the minimum six-foot pedestrian path is insufficient under existing circumstances and represents a danger to the health, safety or general welfare of pedestrians or vehicular traffic.

(4) The permittee has failed to correct violations of this article or conditions of the permit upon receipt of notice of the violation delivered in writing to the permittee.

(5) Issues related to public safety, order, and sanitation and maintenance of a beautiful, safe, and wholesome Front Street and City Harborwalk.

(b) *Notice of denial or revocation.* Upon denial or revocation, the administrator shall give notice of such action in writing, stating the action which has been taken and the reason therefor. The action shall be effective upon giving such notice to the permittee.

(c) *Right of confiscation.* Tables, chairs and other vestiges of the business may be removed by the department of public works, and a reasonable fee charged for labor, transportation and storage, should the permittee fail to remove the items within thirty-six (36) hours of receipt of the notice provided under this article. If the action is taken based on subsection (a)(2) or (3) of this section, the action shall become effective upon the receipt of such notice and the permittee shall have four hours to remove the items.

Sec. 20-135. Penalty.

Any person violating any provision of this article shall be guilty of a misdemeanor and, upon conviction, shall be punished in accordance with section 1-16 of the Code of Ordinances. Each day any violation of this article shall continue shall constitute a separate offense.

Nothing herein shall be intended to conflict or abridge the prohibition of alcohol on public property in the city other than that described in this ordinance (cross ref. sec. 16-1), or the prohibition of open containers of alcoholic beverages in bottles or cans, which shall be strictly prohibited on public property (cross ref. sec. 20-126(d)).

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



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

ORDINANCE

DOC ID: 2518

Council Meeting Date:	17 May 2018
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve an Ordinance Establishing a Fee for Harborwalk Hospitality in the City of Georgetown.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• This would establish a fee for the businesses adjacent to the Harborwalk that would like to utilize the Harborwalk Hospitality ordinance. • The business would be required to obtain an off-premises beer and wine license. • The business shall use clear plastic cups to issue beer or wine for the Harborwalk Hospitality. • An annual Harborwalk Hospitality permit must be applied for with the Building & Planning Department. • The fee (\$100.00) is to be recorded in the city's official clerk's records.
Options:	Approve or deny this fee for Harborwalk Hospitality.
Staff Recommendations:	Staff recommends approving this amendment for Harborwalk Hospitality on the basis that a review for compliance by local businesses will take place in 6 months.

Reviews:

Rick Martin Completed 05/10/2018 11:25 AM
 Carey Smith Completed 05/10/2018 11:33 AM
 Ann U. Mercer Completed 05/10/2018 11:40 AM
 Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 1 05-09-18 Harborwalk Hospitality Fee Ord CLEAN (PDF)

**MOTION TO APPROVE AN ORDINANCE ESTABLISHING A FEE FOR HARBORWALK
HOSPITALITY IN THE CITY OF GEORGETOWN.**

**AN ORDINANCE ESTABLISHING A FEE FOR HARBORWALK HOSPITALITY IN THE CITY OF
GEORGETOWN**

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown understands and appreciates the importance of the hospitality industry toward maintaining a thriving economy on Front Street; and
- WHEREAS,** The Core Commercial and Waterfront Commercial Districts are home to hospitality businesses that serve alcoholic beverages; and
- WHEREAS,** The City has encouraged and permitted waterfront hospitality businesses to provide deck connections to the City Harborwalk and enacted an ordinance outlining permits for businesses on the Harborwalk with these connections to serve beer and wine to their patrons for consumption on the Harborwalk; and
- WHEREAS,** The City of Georgetown wishes to maintain orderliness and cleanliness throughout the city while still supporting the hospitality industry; and
- WHEREAS,** There are costs anticipated and associated with implementing the Harborwalk Hospitality provisions of the city ordinance including but not limited to administration, law enforcement, and public works; and
- WHEREAS,** The City Council of the City of Georgetown of the City of Georgetown held a public hearing _____, 2018, on the implementation of an application fee to help with these costs so the taxpayers will not be unduly burdened with these costs and the cost to the businesses will be reasonable;

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Georgetown that the following fee be established for the use of Harborwalk Hospitality in the city:

In addition to a City of Georgetown Business License, any hospitality business that has connection to the Harborwalk within the Core Commercial (CC) Zoning District and wishes to extend hospitality via alcoholic beverages to their patrons, shall follow regulations outlined in the Code of Ordinances, Article IX, Sections 20-130 through 20-135, shall pay an annual fee of \$100.00 at the time of application, and meet all regulations of the Harborwalk Hospitality ordinance.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Attachment: 05-09-18 Harborwalk Hospitality Fee Ord CLEAN (2518 : Ord establishing a fee for Harborwalk Hospitality.)



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

ORDINANCE

DOC ID: 2504

Council Meeting Date:	17 May 2018
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve an Ordinance Establishing an Application Fee for Administration of the Hazard Mitigation Grant Program (HMGP)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• 3% administration fee for the Hazard Mitigation Grant Program (HMGP). • Intent is to recoup costs for city staff time in administering and handling the reimbursement of HMGP grants that are awarded in the City of Georgetown. • This fee will set policy for any future flood/disaster related mitigation grants between a homeowner and the city.
Options:	Approve or deny 1 st reading of this ordinance.
Staff Recommendations:	Staff recommends approving this admin fee.

Reviews:

Rick Martin Completed 04/11/2018 2:09 PM
 Carey Smith Completed 04/12/2018 12:43 PM
 Debra Bivens Completed 04/12/2018 1:49 PM
 Ann U. Mercer Completed 04/12/2018 4:35 PM
 Georgetown City Council Completed 04/19/2018 5:30 PM

Attachments:

1. 1 Admin Fee Ordinance REVISED (PDF)

**MOTION TO APPROVE AN ORDINANCE ESTABLISHING AN APPLICATION FEE FOR
ADMINISTRATION OF THE HAZARD MITIGATION GRANT PROGRAM (HMGP)**

**AN ORDINANCE ESTABLISHING AN APPLICATION FEE FOR ADMINISTRATION OF THE HAZARD
MITIGATION GRANT PROGRAM (HMGP)**

- WHEREAS,** the City Council of the City of Georgetown has voluntarily taken part in the Credit Rating System (CRS) issued by the National Flood Insurance Program (NFIP) and the Federal Emergency Management Agency (FEMA); and,
- WHEREAS,** City Council has determined that there are substantial costs associated with providing administrative duties with the Hazard Mitigation Grant Program (HMGP); and,
- WHEREAS,** City Council desires to establish a fair and equitable fee to recoup costs associated to supply such a service to the general public; and,
- WHEREAS,** City Council does find it is in the best interest of the citizens of the City of Georgetown to adopt an ordinance establishing fees for administration of the state and federal Hazard Mitigation Grant Program (HMGP).

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Georgetown that the following fee be established for the Hazard Mitigation Grant Program (HMGP) for the city:

3% of the ~~reimbursable~~ **total awarded** HMGP grant. This percentage is based on the fact that the HMGP is a 25% homeowner funded and 75% federal government funded grant, in which the federal share may be reimbursed through the South Carolina Emergency Management Division (SCEMD) upon the completion and inspection of the HMGP project. A record of this percentage based fee will be maintained with the official records of fees in the Office of the City Clerk.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Attachment: Admin Fee Ordinance REVISED [Revision 1] (2504 : 3% Admin Fee for HMGP)



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

ORDINANCE

DOC ID: 2523

Council Meeting Date:	17 May 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading of an Ordinance to Amend the Water Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2018.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	TBD - Increase in revenue in the Water Fund to offset increased expenditures and infrastructure improvements.
Points to Consider:	Council recommendations will be determined at May 15, 2018 Budget Workshop.
Options:	Approve, Amend or Deny Rate Adjustments.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/10/2018 4:14 PM

Carey Smith Skipped 05/11/2018 8:50 AM

Absent

Ann U. Mercer Completed 05/11/2018 8:51 AM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND THE WATER
UTILITY RATES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY
RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF
GEORGETOWN, SOUTH CAROLINA EFFECTIVE JULY 1, 2018.**



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

ORDINANCE

DOC ID: 2524

Council Meeting Date:	17 May 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading of an Ordinance to Amend the Wastewater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2018.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	TBD - Increase in revenue in the Wastewater Fund to offset increased expenditures and infrastructure improvements.
Points to Consider:	Council recommendations will be determined at May 15, 2018 Budget Workshop.
Options:	Approve, Amend or Deny Rate Adjustment.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/10/2018 4:27 PM

Carey Smith Skipped 05/11/2018 8:46 AM

Absent

Ann U. Mercer Completed 05/11/2018 8:50 AM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND THE
WASTEWATER UTILITY RATES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD
OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE
CITY OF GEORGETOWN, SOUTH CAROLINA EFFECTIVE JULY 1, 2018.**



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

ORDINANCE

DOC ID: 2522

Council Meeting Date:	17 May 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading of an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2019.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	TBD
Points to Consider:	Council recommendations will be determined at May 15, 2018 Budget Workshop.
Options:	
Staff Recommendations:	

Reviews:

Debra Bivens Completed 05/10/2018 4:05 PM

Carey Smith Skipped 05/11/2018 8:44 AM

Absent

Ann U. Mercer Completed 05/11/2018 8:45 AM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO ADOPT A BUDGET AND
RAISE REVENUE FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA FOR FISCAL
YEAR ENDING JUNE 30, 2019.**



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

ORDINANCE

DOC ID: 2490

Council Meeting Date:	17 May 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve Second Reading on Budget Amendments in the Stormwater Fund for Change Orders to the Drainage Project in the Amount of \$155,137 and for Stormwater Pump #1 and #2 Repairs in the amount of \$232,506, for a total of \$387,643.
Amount Requested:	\$ 387,643
Is Item in Current Budget?	No.
If no, please explain:	
Financial Impact:	Reduction of Fund Balance in the Stormwater Fund.
Points to Consider:	- The delay in starting the drainage project resulted in three (3) immediate change orders. Council granted spending approval of these change orders at meetings earlier this year. - The damaged stormwater pumps located at the Front & Fraser Street pond were not budgeted and are urgent in nature.
Options:	Approve or Disapprove.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens Completed 04/11/2018 4:33 PM
City Attorney Completed 04/11/2018 4:47 PM
Carey Smith Completed 04/12/2018 12:35 PM
Ann U. Mercer Completed 04/12/2018 4:53 PM
Georgetown City Council Completed 04/19/2018 5:30 PM

Attachments:

- 1 Budget Amendment FY 17-18 Stormwater Fund (PDF)

**MOTION TO APPROVE SECOND READING ON BUDGET AMENDMENTS IN THE
STORMWATER FUND FOR CHANGE ORDERS TO THE DRAINAGE PROJECT IN THE
AMOUNT OF \$155,137 AND FOR STORMWATER PUMP #1 AND #2 REPAIRS IN THE
AMOUNT OF \$232,506, FOR A TOTAL OF \$387,643.**

**AN ORDINANCE TO AMEND THE 2017/2018 ANNUAL BUDGET FOR
THE CITY OF GEORGETOWN, SOUTH CAROLINA**

WHEREAS, certain expenditures considered necessary to the operations of the City of Georgetown have arisen subsequent to adoption of the 2017/2018 annual budget ordinance.

NOW, THEREFORE, BE IT ORDAINED by City Council duly assembled the 17th day of May, 2018, that the 2017/2018 annual budget be amended to incorporate the following supplemental appropriation:

STORMWATER FUND

Original Appropriations	\$ 992,698
Supplemental Appropriation:	
For unanticipated expenditure: Drainage Improvement Project-Phase I	
Change Order #1	\$61,500
Change Order #2	\$15,727
Change Order #3	\$77,910
Stormwater Pump #1 - Removal/Re-Install	\$19,824
Stormwater Pump #1 – Repair	\$73,738
Stormwater Pump #2 - Removal/Re-Install	\$22,234
Stormwater Pump #2 – Repair	\$116,710
Total	\$387,643
Total Amended Budget	\$ 1,380,341

PASSED by City Council duly assembled this 17th day of May 2018.

ATTEST:

Ann U Mercer
City Clerk

Brendon M Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading: April 19, 2018
Second Reading: May 17, 2018

Elise F Crosby
City Attorney

Attachment: Budget Amendment FY 17-18 Stormwater Fund (2490 : Motion to Approve First Reading on Budget Amendments)



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

ACTION ITEM

DOC ID: 2515

Council Meeting Date:	17 May 2018
Department:	Police Department
Issue Under Consideration:	Motion to approve payment of \$35,000 to the Georgetown Drug Enforcement Unit for Fiscal Year 2017/2018.
Amount Requested:	\$35,000 (2017-2018)
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	Payment needed to maintain operations of DEU.
Options:	1. Approve 2. Disapprove
Staff Recommendation:	Staff recommends approval

Reviews:

Kelvin Waites Completed 05/10/2018 10:15 AM

kw

Debra Bivens Completed 05/10/2018 11:52 AM

Carey Smith Completed 05/10/2018 12:00 PM

Ann U. Mercer Completed 05/10/2018 12:03 PM

Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 1 DEU Funding FY 2017-2018 (PDF)

GEORGETOWN DEU				
Account	Account Description	2019 Admin Budget	2018 Revised Budget	2018 Actual
405-11-315-000-500-000-500000-	Salaries-regular	59,858.00	61,387.93	41,361.91
405-11-315-000-500-000-500001-	Salaries-overtime	0.00	0.00	0.00
405-11-315-000-500-000-500006-	Taxes-FICA	4,561.00	4,483.00	3,150.58
405-11-315-000-500-000-500007-	Retirement-regular	0.00	0.00	0.00
405-11-315-000-500-000-500008-	Retirement-police	10,320.00	9,538.00	6,681.99
405-11-315-000-500-000-500010-	Insurance-health	198.00	246.98	140.08
405-11-315-000-500-000-500011-	Insurance-life	121.00	193.00	83.16
405-11-315-000-500-000-500012-	Insurance-workers comp	2,491.00	2,219.00	1,567.58
405-11-315-000-500-000-500013-	Insurance-bond	8.00	7.00	7.00
405-11-315-000-500-000-500014-	Insurance-tort	1,554.00	723.00	723.00
405-11-315-000-500-000-500016-	Insurance supplemental tort	403.23	0.00	0.00
405-11-315-000-500-000-500018-	HR Employee medical	373.45	351.02	351.02
405-11-315-000-500-000-500019-	Other	2,550.00	0.00	0.00
		82,437.68	79,148.93	54,066.32
405-11-315-000-510-000-510000-	Electricity	3,300.00	0.00	0.00
405-11-315-000-510-000-510001-	Water & sewer	0.00	0.00	0.00
405-11-315-000-510-000-510002-	Telephone	0.00	0.00	0.00
405-11-315-000-510-000-510003-	Cellular & data	2,943.00	3,103.00	2,992.92
405-11-315-000-510-000-510006-	Service contracts	1,500.00	172.80	172.80
405-11-315-000-510-000-510008-	Rents & leases	14,400.00	13,200.00	9,600.00
405-11-315-000-510-000-510010-	Insurance-bldg/contents	133.00	54.00	52.75
405-11-315-000-510-000-510011-	Insurance-vehicle	959.12	795.00	0.00
405-11-315-000-510-000-510012-	Insurance-other	0.00	0.00	0.00
		23,235.12	17,324.80	12,818.47
405-11-315-000-520-000-520000-	Furniture non-capital	0.00	0.00	0.00
405-11-315-000-520-000-520004-	Office supplies	700.00	6,527.20	192.13
405-11-315-000-520-000-520007-	Equipment non-capital	0.00	0.00	0.00
405-11-315-000-520-000-520021-	Miscellaneous supplies	10,500.00	10,500.00	10,500.00
405-11-315-000-520-000-520099-	Mang Print Serv Allocations	0.00	0.00	0.00
		11,200.00	17,027.20	10,692.13
405-11-315-000-530-000-530001-	Training & meetings	2,000.00	4,000.00	1,571.20
405-11-315-000-530-000-530003-	Gas & lubricants	6,000.00	4,000.00	1,544.79
405-11-315-000-530-000-530005-	Maintenance-vehicle	1,034.00	1,034.00	0.00
405-11-315-000-580-000-580001-	Vehicle cost recovery	0.00	0.00	0.00
405-11-315-000-580-000-580034-	Budget reduction	0.00	0.00	0.00
405-11-315-000-580-000-580112-	Contingency-DEU Georgetown	0.00	5,886.14	0.00
405-11-315-000-580-000-580118-	Contingency-DEU rollover	0.00	0.00	0.00
405-11-315-000-582-000-582000-	Transfer out	0.00	0.00	0.00
		9,034.00	14,920.14	3,115.99
		125,906.80	128,421.07	80,692.91
REVENUE		2018	2019	
2018 EXPECTED REVENUE GCSO	\$	72,127.00	75544.08	
2018 EXPECTED REVENUE GTPD	\$	48,085.00	50362.72	
2018 TOTAL BUDGETED REVENUE	\$	120,212.00	125906.8	

Coachman, Patrice

2515

From: Waites, Kelvin
Sent: Tuesday, May 08, 2018 3:56 PM
To: Coachman, Patrice
Subject: FW: FY19 DEU Budget
Attachments: 2019 DEU Budget.pdf

From: Floyd, Cathy [mailto:CFloyd@HorryCounty.org]
Sent: Wednesday, March 14, 2018 10:55 AM
To: Waites, Kelvin <kwaites@cogsc.com>
Cc: Stanley, Rebecca (Solicitor) <stanlere@HorryCounty.org>
Subject: FY19 DEU Budget

I have attached a copy of the FY19 DEU Budget. Georgetown City's portion (40%) is \$50,362.72. Have you sent the FY18 check (\$48,085.00) yet? We do not have a record of receiving it yet. I want to make sure it didn't go directly to Finance, and they incorrectly deposited it.

If you have any questions concerning the budget, please let me know.

Cathy E. Floyd

Office Manager
 Fifteenth Judicial Circuit
 Post Office Box 1276
 Conway, South Carolina 29528
 843-915-8609 (Office)
 843-915-6085 (Fax)



All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA). This correspondence is intended exclusively for the individual or

entity to which it is addressed and may contain information that is proprietary, privileged, confidential or otherwise legally exempt from disclosure [Caution : External Sender]

Kelvin Waites | Chief of Police

City of Georgetown Police Department

2222 Highmarket Street, Georgetown, SC 29440

Contact | P: (843) 545-4390 | F: 843-520-5848 | E: kwaites@cogsc.com



All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA). This correspondence is intended exclusively for the individual or entity to which it is addressed and may contain information that is proprietary, privileged, confidential or otherwise legally exempt from disclosure.



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

ORDINANCE

DOC ID: 2505 A

Council Meeting Date:	17 May 2018
Department:	Police Department
Issue Under Consideration:	Motion to approve an Ordinance amending Chapter 18 Article III of the Code of Ordinances for the City of Georgetown by deleting article III Sections 18-22 thru 18-31 and replacing Sections 18-22 thru 18-25 in the entirety, and reserving sections 18-26 thru 18-31.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	City Ordinance 18-22 thru 18-25 was created to insure fair charges by all wrecker services that tow and store vehicles for the City of Georgetown. Since the adoption of this section of the code, there have been significant increases in fuel and other costs associated with providing tow services; however, fee adjustments have not been made to counteract the additional costs.
Options:	1. Approve changes to ordinance. 2. Disapprove changes to ordinance.
Staff Recommendations:	Staff recommends that council approve the proposed changes to the ordinance.

Reviews:

Kelvin Waites Completed 04/12/2018 8:49 AM

KW

Carey Smith Completed 04/12/2018 12:33 PM

Ann U. Mercer Completed 04/12/2018 4:36 PM

Georgetown City Council Completed 04/19/2018 5:30 PM

Attachments:

1. 1 ORD FINAL TOWING 5.17.18 (PDF)
2. 2 New Wrecking Towing Ordinance (PDF)
3. 3 Current Wrecker Ordinance (PDF)
4. 4 2018 Maximum Allowable Fees (PDF)

MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 18 ARTICLE III OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY DELETING ARTICLE III SECTIONS 18-22 THRU 18-31 AND REPLACING SECTIONS 18-22 THRU 18-25 IN THE ENTIRETY, AND RESERVING SECTIONS 18-26 THRU 18-31.

**AN ORDINANCE AMENDING CHAPTER 18 ARTICLE III OF THE CODE OF ORDINANCES
FOR THE CITY OF GEORGETOWN BY DELETING ARTICLE III SECTIONS 18-22 – 18-31
AND REPLACING SECTIONS 18-22 – 18-25 IN THEIR ENTIRETY
AND RESERVING SECTIONS 18-26 – 18-31**

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City Council of the City of Georgetown recognizes the importance to its citizens, visitors, and licensed wrecker operators of some uniformity in operations of wreckers operating for and in the City of Georgetown; and
- WHEREAS,** The City Council of the City of Georgetown further finds there is a need to continue a wrecker rotation program in the City of Georgetown for towing of vehicles as needed by the Georgetown Police Department, in order to be fair to licensed businesses operating a wrecker, as well as for the owners of the private vehicles towed; and
- WHEREAS,** The City Council of the City of Georgetown further finds owners of private vehicles towed nonconsensually from private property and not at the direction of the Police Department or Department of Public Safety are entitled to some uniformity of pricing, so as not to be subject to price gouging or unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown intends to exercise its police powers to ensure that the public safety and welfare of vehicle owners are adequately protected from price gouging and unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown has not updated towing rates in its wrecker rotations program since 2006. The City Council finds the maximum towing and storage fee schedule as adopted by the South Carolina Department of Safety annually is appropriate for maximum rates for police-directed tows within the city;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 18, be deleted and replaced in its entirety as follows:

ARTICLE III TOWING AND WRECKER SERVICES

§18-22 DEFINITIONS

Class A Wrecker is a light duty wrecker for towing vehicles weighing seven thousand (7,000) pounds or less, (passenger cars, pickup trucks, motorcycles, small trailers)

Class B Wrecker is a medium duty wrecker for towing vehicles weighing between seven thousand one (7,001) and seventeen thousand (17,000) pounds or multiple vehicles weighing seven (7,000) pounds respectively (medium-sized trucks, road tractors/trailers)

Class C Wrecker is a heavy duty wrecker for towing vehicles in excess of seventeen thousand pounds (large trucks, road tractor/trailers, heavy equipment, and similar)

Commercial property means any real property where the primary use is for office, retail, wholesale, hospitality, or other commercial uses and where parking is available for property owners, occupants, or their patrons, clients, or customers. The term also applies to parking lots for which hourly or other periodic charges are made for the right to park on the premises, regardless of whether there are structures on the property. The term does not include property having primarily a residential use, with the exception of multiple dwelling units.

Deliver means placing a towed motor vehicle in the actual possession of the owner, authorized operator, or authorized agent of the owner.

Fee Schedule- The Wrecker Rotation Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow.

Impound/Storage area is the property owned or leased by a Towing Carrier for storage of towed vehicles, identified as required

Motor vehicle means any motorized vehicle which is capable of moving on the public ways of the City of Georgetown.

Nonconsensual tow means a tow of a motor vehicle directed by a person other than the vehicle owner, authorized operator, or agent of the owner. A nonconsensual tow includes, but is not limited to: (1) any tow performed contrary to the specific direction of the vehicle owner, authorized operator, or authorized agent of the owner from private commercial property; (2) any tow performed without disclosure of the rates and charges to be assessed. This does not include a tow that occurs as a result of a vehicle repossession by a lien holder having title to the vehicle.

Operator - The person driving the wrecker or any person assisting with the operation of the wrecker licensed to operate in the city of Georgetown.

Owner - Any person owning or having any financial interest in a wrecker business licensed by the City of Georgetown.

Police-Directed Tow means a tow authorized or directed by law enforcement.

Private property tow means the towing of a motor vehicle from private property at the request of the property owner.

Standard Tow is defined as responding to the scene, hooking up the vehicle, and, for police-directed tows, performing a general clean up if the call involves responding to a collision scene and providing responsible assistance to the owner to get to a safe location.

Special operations are operations involving the process of uprighting an overturned vehicle or returning a vehicle to a normal position on the roadway which requires the use of auxiliary equipment due to the size or location of the vehicle and/or the recovery of a load which has spilled, or the off-loading and reloading of a load from an overturned vehicle performed to right the vehicle.

Towing carrier means any person, company, partnership, employees, engaged in the business of towing vehicles.

Wreck-related Tow means the Wrecker is responding to a vehicle involved in a motor vehicle accident with property damage to a vehicle.

Wrecker - Any vehicle specifically built and equipped for the purpose of towing, lifting, pulling, or otherwise transferring other motor vehicles from place to place.

Wrecker Rotation Program is the City of Georgetown Police Department's list of licensed tow truck operators for Police-Directed tows, the selection of which rotates equally among towing carriers on the list.

§18-23 REQUIREMENTS FOR ALL WRECKERS

(a) Business License Required

Any towing carrier engaging in operating a wrecker service within the city limits of Georgetown shall obtain a business license and pay a license fee as outlined in Article II of Chapter 13 of this Code, except as provided hereinbelow. A copy of the license shall be kept in the wrecker at all times. The following are exempt to the business license requirements of this section:

- (1) A towing vehicle owned or operated by a licensed garage, which tows a vehicle to its premises for repair.
- (2) Transient wreckers moving disabled vehicles through the city streets to or from another location from outside the corporate limits.
- (3) Automobiles, jeeps, pickups, or like vehicles not equipped with any special wrecker equipment but used solely for light towing of stranded or repossessed vehicles in transit.
- (4) Temporary storage of a disabled vehicle on the premises of the licensed owner of the vehicle if in compliance with zoning laws, but this exemption shall not apply to any premises owned by, leased to or under the direct or indirect control of any licensed wrecker, or as to which the licensee has right of possession.
- (5) Any wrecker or like vehicle owned by a governmental entity.

(b) Inspections and Insurance

A licensed towing carrier is subject to annual city inspection and providing proof of insurance upon renewal of its city business license.

(c) Debris removal

All towing carriers furnishing wreck-related tows from public rights-of-way in the city shall, before leaving the scene, remove reasonable debris from the street and adjoining property. Reasonable debris includes all vehicle parts attached or not, dirt, and glass. It does not include body parts, blood, utility poles, signs, or other traffic signals owned by the City or South Carolina Department of Transportation.

§18-24 WRECKER ROTATION PROGRAM

The City of Georgetown Police Department operates a Wrecker Rotation Program for Police-directed tows. The Chief of Police or his/her designee will administer the wrecker service rotation program to ensure fairness to all participants and safe and reliable police-directed tows of motor vehicles. Participation in the Wrecker Rotation Program is voluntary. Towing carriers requesting to participate in the wrecker rotation program are subject to compliance with the requirements of this Article. This Section notwithstanding, the owner or operator of a vehicle may request the police department to call any towing carrier of his or her choosing.

(a) Application

Towing Carriers holding a valid city business license may apply for participation in the Wrecker Rotation Program at the police department. The police department will furnish the all necessary documentation of requirements, inspection procedures, the fee schedule, and a copy of this Article.

(b) Inspection and Equipment

All wreckers in the rotation program must pass inspection and possess the required equipment. The police department will schedule and conduct an inspection of the wrecker and impound/storage area for compliance with the article. After the inspection, the wrecker company will be provided with a copy of the inspection form. Requirements are:

- (1) Each wrecker will meet either Class A, B, or C wrecker classifications as defined in this Article.
- (2) At a minimum, each wrecker will be at least one ton in size with dual rear wheels and booster brakes.
- (3) Each wrecker will be equipped with oscillating, rotating, or flashing amber colored emergency lights mounted on the cab or boom brace of the wrecker.
- (4) Each wrecker will be equipped with a five-pound or larger fire extinguisher rated for class A, B, and C fires. The extinguisher will be permanently mounted on the vehicle and allow for easy access. The extinguisher must be certified annually and fully charged or re-charged as necessary.

- (5) Each wrecker will carry a tow sling, tow bar, towing dollies, safety chains, wrecker bar, heavy-duty broom, shovel and container for debris.
- (6) Each wrecker will display on both sides of the cab in four-inch or greater painted or permanent vinyl letters, the towing carrier's company name, address, and phone number. Magnetic and temporary signs are strictly prohibited.
- (7) Each wrecker and its equipment will be clean, well-maintained, and in excellent mechanical condition.
- (8) Each wrecker will have a power operated winch line and boom with a factory rating capacity of not less than eight thousand (8,000) pounds on a single line.
- (9) Each wrecker will be equipped with Safety chains, flood lights, and approved warning devices such as flares, reflective triangles or the like.
- (10) For Class C wreckers, each will be equipped with a power operated winch and boom with a lifting capacity of thirty-two thousand (32,000) pounds single line and tow sling.

(c) Insurance and Indemnification

A towing carrier in the rotation program shall maintain minimum liability insurance coverage under the South Carolina Tort Claims Act presently in the amount of three hundred thousand dollars (\$300,000.00) for a single accident and six hundred thousand dollars (\$600,000.00) for combination or multiple injury accident. All towing carriers participating in the rotation program shall furnish the city a copy and annual update of coverage.

The towing carrier in the rotation program is solely responsible for any loss, cost, damage or other expense due to its performance, work, or negligence. The carrier's liability commences at the time of initial hook up and ends upon release of the vehicle to the owner. By execution of application for participation, carriers that voluntarily participate in the rotation program indemnify, defend, and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees and assigns from and against any and all loss, liability, claims, damage or expenses, arising out of, or related to, provision of services in police-directed tows.

(d) Rotation and Response

The city police department will furnish a rotational list of all approved participating towing carriers to central communications for dispatch purposes. Central communications will document each dispatch for police-directed towed by date, time, and name of the wrecker contacted. The officer will provide central communications with the license plate number of the vehicle to be towed.

Once dispatched, the towing carrier has a thirty (30) minute response time to arrive at the scene. Failure to timely respond may result in cancellation by the officer for cause. The responding carrier will go to the bottom of the rotation list unless canceled at the scene by

the officer, except for cause, or by the vehicle owner, at which time the wrecker will be placed back at the top of the list. Repeated slow response may be cause for suspension. Section 18-24(j), *infra*.

(e) In-transit requirements

Wrecker operators in the rotation program will obey traffic laws and not use emergency lighting or amplified sound equipment except while actually working at the scene of an accident or crime scene. No wrecker operator, driver, or employee responding to a city-directed tow shall be disorderly, intoxicated, or have consumed drugs or alcohol in the period of time prior to or during the response.

(f) Personal property

In police-directed tows, the officer and wrecker operator must ensure any valuable personal property has either been removed from the vehicle or is secured properly in the vehicle. The wrecker operator and police officer will execute an inventory on a form provided by the police department for personal property that remains in the vehicle and any damage to the vehicle at the time of tow. A diligent effort must be made to insure no valuables are left in the vehicle unprotected. Valuables are to be given to the owner as soon as practical.

(g) Impound/storage areas

Each towing carrier in the rotation program must identify and maintain an impound/storage area subject to annual inspection by the Chief of Police of his/her designee. The identified lot will be the exclusive location for owners to locate vehicles towed by a participating carrier and will be compliant with the following:

- (1) A 6' tall fence will secure the area where towed vehicles are kept and stored.
- (2) Reasonable precautions must be taken to protect the vehicle from theft and vandalism. The area, including the exterior, perimeter, and inside the lot, must be well-lit and equipped with either an alarm system or video surveillance security.

Vehicles not taken into evidence must be released from the impound/storage area to the owner upon payment of towing and storage fees.

(h) Fees

A maximum standard fee schedule will ensure consistent and fair charges by all towing carriers that tow or store vehicles for the city. All towing carriers participating in the wrecker rotation program agree to abide by the maximum standard fee schedule for all services rendered in response to police-directed tows.

The city adopts, incorporates herein, and utilizes the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. The applicable rate for towing and storage is determined by the minimum wrecker classification required for the tow, regardless of what class of wrecker performs the tow. The annually-updated Fee Schedule is available at the Georgetown Police

Department and at City Hall and will be delivered to each licensed towing carrier participating in the Wrecker Rotation Program upon annual renewal of business license.

The wrecker owner shall ensure a copy of the current fee schedule is posted in each wrecker where a vehicle owner can view the list of fees.

Towing carriers participating in the rotation program will provide an itemized copy of charges to the vehicle owner upon full payment.

Ref. §38-600(F), S.C. Code of Regs. (2017), as amended

(i) Records

The police department keeps a record of all vehicles towed at the direction of the department. Each carrier in the rotation program is required to maintain complete and accurate records of every vehicle towed and/or stored for the city. These records must be maintained for at least one year and be readily available for inspection by the police department.

(j) Suspension from the Wrecker Rotation Program

The Chief of Police or his/her designee has the authority to suspend a towing carrier and/or specific wrecker from participation in the rotation program if it is found not to be in compliance with any of the requirements of this Article.

(Ord. of 2-16-06)

§18-25 NONCONSENSUAL TOWS

- (a) For the benefit of property owners, residents, and visitors in the city, the City of Georgetown regulates nonconsensual tows as defined hereinabove (§18- 22.) Nothing herein is intended to regulate private towing as agreed upon between a vehicle owner and tow service provider.
- (b) Private property owners are entitled to arrange for vehicles parking on private property without permission to be towed, whether the private property is marked or not.
- (c) Vehicle owners whose vehicles are unsuspectingly towed are entitled to reasonable notice of the location of their vehicle after a nonconsensual tow, as provided by state law, and to reasonable associated fees.
- (d) Within one hour of a towing carrier hooking up a vehicle for a nonconsensual tow as defined hereinabove (§18-22), the towing carrier or wrecker owner or operator must notify the City of Georgetown Police Department of the vehicle towed, the location it was towed from, the name of the towing company, and the location where the vehicle is stored. A towing company failing to give this notice is not entitled to any compensation for towing and storage.

(ref. §56-5-2525 (B)(C), S.C. Code of Laws)

- (e) A towing carrier performing a nonconsensual tow must post the provisions of §56-5-2525, S.C. Code of Laws in a conspicuous location in all public areas on the premises of the business.
- (f) Fees
 - (1) The towing fee shall be no more than 150% of the applicable rate for the minimum tow services and equipment needed to perform the tow under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (§sec. 18-24(h))
 - (2) All charges for a nonconsensual tow shall be for services rendered in the towing, storing, or notifying the owner of such vehicles. No towing carrier shall include in its charges any sum of money payable to a third person or entity for any purpose, including, but not limited to, payments to an owner or representative of property from which such vehicles are towed. The inclusion of such sums are declared to be an unfair trade practice. No private property owner or wrecker service may assess any additional cost. There shall not be additional fees assessed by the towing service for using dollies, trailers, lifts, slim jims or any other equipment or service charge, including release fees.
 - (3) The assessment of storage fee shall not commence for 24 hours from the time the police department is contacted as required by S.C. Code, § 56-5-2525. For that time, there shall be no assessment of a storage fee, and only the towing fee shall be assessed for release.
 - (4) The storage fee shall be no more than 150% of the applicable rate for storage the under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (ref. §sec. 18-24(h))
 - (5) An administrative fee in an amount not to exceed twenty five dollars (\$25.00) may be charged to cover expenses incurred if the vehicle is not retrieved in a reasonable time and the owner and/or lienholder of the towed vehicle are notified by certified, registered mail of the location of the towed vehicle.
- (g) Violation of the terms of this section is subject to the misdemeanor penalties in Chapter 16 of the City of Georgetown Code of Ordinances.

(§§ 18-26 – 18-31, reserved)

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: 04/19/18

Approved as to Form:

Second Reading: 05/17/18

Elise F. Crosby, City Attorney

AN ORDINANCE AMENDING CHAPTER 18 ARTICLE III OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY DELETING ARTICLE III SECTIONS 18-22 – 18-31 AND REPLACING SECTIONS 18-22 – 18-25 IN THEIR ENTIRETY, AND RESERVING SECTIONS 18-26 – 18-31

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City Council of the City of Georgetown recognizes the importance to its citizens, visitors, and licensed wrecker operators of some uniformity in operations of wreckers operating for and in the City of Georgetown; and
- WHEREAS,** The City Council of the City of Georgetown further finds there is a need to continue a wrecker rotation program in the City of Georgetown for towing of vehicles as needed by the Georgetown Police Department, in order to be fair to licensed businesses operating a wrecker, as well as for the owners of the private vehicles towed; and
- WHEREAS,** The City Council of the City of Georgetown further finds owners of private vehicles towed nonconsensually from private property and not at the direction of the Police Department or Department of Public Safety are entitled to some uniformity of pricing, so as not to be subject to price gouging or unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown intends to exercise its police powers to ensure that the public safety and welfare of vehicle owners are adequately protected from price gouging and unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown has not updated towing rates in its wrecker rotations program since 2006. The City Council finds the maximum towing and storage fee schedule as adopted by the South Carolina Department of Safety annually is appropriate for maximum rates for nonconsensual tows within the city;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 18, be deleted and replaced in its entirety as follows:

ARTICLE III TOWING AND WRECKER SERVICES

§18-22 DEFINITIONS

Class A Wrecker is a light duty wrecker for towing vehicles weighing seven thousand (7,000) pounds or less, (passenger cars, pickup trucks, motorcycles, small trailers)

Class B Wrecker is a medium duty wrecker for towing vehicles weighing between seven thousand one (7,001) and seventeen thousand (17,000) pounds or multiple vehicles weighing seven (7,000) pounds respectively (medium-sized trucks, road tractors/trailers)

Class C Wrecker is a heavy duty wrecker for towing vehicles in excess of seventeen thousand pounds (large trucks, road tractor/trailers, heavy equipment, and similar)

Commercial property means any real property where the primary use is for office, retail, wholesale, hospitality, or other commercial uses and where parking is available for property owners, occupants, or their patrons, clients, or customers. The term also applies to parking lots for which hourly or other periodic charges are made for the right to park on the premises, regardless of whether there are structures on the property. The term does not include property having primarily a residential use, with the exception of multiple dwelling units.

Deliver means placing a towed motor vehicle in the actual possession of the owner, authorized operator, or authorized agent of the owner.

Fee Schedule- The Wrecker Rotation Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow.

Impound/Storage area is the property owned or leased by a Towing Carrier for storage of towed vehicles, identified as required

Motor vehicle means any motorized vehicle which is capable of moving on the public ways of the City of Georgetown.

Nonconsensual tow means a tow of a motor vehicle directed by a person other than the vehicle owner, authorized operator, or agent of the owner. A nonconsensual tow includes, but is not limited to: (1) any tow performed contrary to the specific direction of the vehicle owner, authorized operator, or authorized agent of the owner from private commercial property; (2) any tow performed without disclosure of the rates and charges to be assessed. This does not include a tow that occurs as a result of a vehicle repossession by a lien holder having title to the vehicle.

Operator - The person driving the wrecker or any person assisting with the operation of the wrecker licensed to operate in the city of Georgetown.

Owner - Any person owning or having any financial interest in a wrecker business licensed by the City of Georgetown.

Police-Directed Tow means a tow authorized or directed by law enforcement.

Private property tow means the towing of a motor vehicle from private property at the request of the property owner.

Standard Tow is defined as responding to the scene, hooking up the vehicle, and, for police-directed tows, performing a general clean up if the call involves responding to a collision scene and providing responsible assistance to the owner to get to a safe location.

Special operations are operations involving the process of uprighting an overturned vehicle or returning a vehicle to a normal position on the roadway which requires the use of auxiliary equipment due to the size or location of the vehicle and/or the recovery of a load which has spilled, or the off-loading and reloading of a load from an overturned vehicle performed to right the vehicle.

Towing carrier means any person, company, partnership, employees, engaged in the business of towing vehicles.

Wreck-related Tow means the Wrecker is responding to a vehicle involved in a motor vehicle accident with property damage to a vehicle.

Wrecker - Any vehicle specifically built and equipped for the purpose of towing, lifting, pulling, or otherwise transferring other motor vehicles from place to place.

Wrecker Rotation Program is the City of Georgetown Police Department's list of licensed tow truck operators for Police-Directed tows, the selection of which rotates equally among towing carriers on the list.

§18-23 REQUIREMENTS FOR ALL WRECKERS

(a) Business License Required

Any towing carrier engaging in operating a wrecker service within the city limits of Georgetown shall obtain a business license and pay a license fee as outlined in Article II of Chapter 13 of this Code, except as provided hereinbelow. A copy of the license shall be kept in the wrecker at all times. The following are exempt to the business license requirements of this section:

- (1) A towing vehicle owned or operated by a licensed garage, which tows a vehicle to its premises for repair.
- (2) Transient wreckers moving disabled vehicles through the city streets to or from another location from outside the corporate limits.
- (3) Automobiles, jeeps, pickups, or like vehicles not equipped with any special wrecker equipment but used solely for light towing of stranded or repossessed vehicles in transit.
- (4) Temporary storage of a disabled vehicle on the premises of the licensed owner of the vehicle if in compliance with zoning laws, but this exemption shall not apply to any premises owned by, leased to or under the direct or indirect control of any licensed wrecker, or as to which the licensee has right of possession.
- (5) Any wrecker or like vehicle owned by a governmental entity.

(b) Inspections and Insurance

A licensed towing carrier is subject to annual city inspection and providing proof of insurance upon renewal of its city business license.

(c) Debris removal

All towing carriers furnishing wreck-related tows from public rights-of-way in the city shall, before leaving the scene, remove reasonable debris from the street and adjoining property. Reasonable debris includes all vehicle parts attached or not, dirt, and glass. It does not include body parts, blood, utility poles, signs, or other traffic signals owned by the City or South Carolina Department of Transportation.

§18-24 WRECKER ROTATION PROGRAM

The City of Georgetown Police Department operates a Wrecker Rotation Program for Police-directed tows. The Chief of Police or his/her designee will administer the wrecker service rotation program to ensure fairness to all participants and safe and reliable police-directed tows of motor vehicles. Participation in the Wrecker Rotation Program is voluntary. Towing carriers requesting to participate in the wrecker rotation program are subject to compliance with the requirements of this Article. This Section notwithstanding, the owner or operator of a vehicle may request the police department to call any towing carrier of his or her choosing.

(a) Application

Towing Carriers holding a valid city business license may apply for participation in the Wrecker Rotation Program at the police department. The police department will furnish the all necessary documentation of requirements, inspection procedures, the fee schedule, and a copy of this Article.

(b) Inspection and Equipment

All wreckers in the rotation program must pass inspection and possess the required equipment. The police department will schedule and conduct an inspection of the wrecker and impound/storage area for compliance with the article. After the inspection, the wrecker company will be provided with a copy of the inspection form. Requirements are:

- (1) Each wrecker will meet either Class A, B, or C wrecker classifications as defined in this Article.
- (2) At a minimum, each wrecker will be at least one ton in size with dual rear wheels and booster brakes.
- (3) Each wrecker will be equipped with oscillating, rotating, or flashing amber colored emergency lights mounted on the cab or boom brace of the wrecker.

- (4) Each wrecker will be equipped with a five-pound or larger fire extinguisher rated for class A, B, and C fires. The extinguisher will be permanently mounted on the vehicle and allow for easy access. The extinguisher must be certified annually and fully charged or re-charged as necessary.
- (5) Each wrecker will carry a tow sling, tow bar, towing dollies, safety chains, wrecker bar, heavy-duty broom, shovel and container for debris.
- (6) Each wrecker will display on both sides of the cab in four-inch or greater painted or permanent vinyl letters, the towing carrier's company name, address, and phone number. Magnetic and temporary signs are strictly prohibited.
- (7) Each wrecker and its equipment will be clean, well-maintained, and in excellent mechanical condition.
- (8) Each wrecker will have a power operated winch line and boom with a factory rating capacity of not less than eight thousand (8,000) pounds on a single line.
- (9) Each wrecker will be equipped with Safety chains, flood lights, and approved warning devices such as flares, reflective triangles or the like.
- (10) For Class C wreckers, each will be equipped with a power operated winch and boom with a lifting capacity of thirty-two thousand (32,000) pounds single line and tow sling.

(c) Insurance and Indemnification

A towing carrier in the rotation program shall maintain minimum liability insurance coverage under the South Carolina Tort Claims Act presently in the amount of three hundred thousand dollars (\$300,000.00) for a single accident and six hundred thousand dollars (\$600,000.00) for combination or multiple injury accident. All towing carriers participating in the rotation program shall furnish the city a copy and annual update of coverage.

The towing carrier in the rotation program is solely responsible for any loss, cost, damage or other expense due to its performance, work, or negligence. The carrier's liability commences at the time of initial hook up and ends upon release of the vehicle to the owner. By execution of application for participation, carriers that voluntarily participate in the rotation program indemnify, defend, and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees and assigns from and against any and all loss, liability, claims, damage or expenses, arising out of, or related to, provision of services in police-directed tows.

(d) Rotation and Response

The city police department will furnish a rotational list of all approved participating towing carriers to central communications for dispatch purposes. Central communications will document each dispatch for police-directed two by date, time, and name of the wrecker

contacted. The officer will provide central communications with the license plate number of the vehicle to be towed.

Once dispatched, the towing carrier has a thirty (30) minute response time to arrive at the scene. Failure to timely respond may result in cancellation by the officer for cause. The responding carrier will go to the bottom of the rotation list unless canceled at the scene by the officer, except for cause, or by the vehicle owner, at which time the wrecker will be placed back at the top of the list. Repeated slow response may be cause for suspension. Section 18-24(j), *infra*.

(e) In-transit requirements

Wrecker operators in the rotation program will obey traffic laws and not use emergency lighting or amplified sound equipment except while actually working at the scene of an accident or crime scene. No wrecker operator, driver, or employee responding to a city-directed tow shall be disorderly, intoxicated, or have consumed drugs or alcohol in the period of time prior to or during the response.

(f) Personal property

In police-directed tows, the officer and wrecker operator must ensure any valuable personal property has either been removed from the vehicle or is secured properly in the vehicle. The wrecker operator and police officer will execute an inventory on a form provided by the police department for personal property that remains in the vehicle and any damage to the vehicle at the time of tow. A diligent effort must be made to insure no valuables are left in the vehicle unprotected. Valuables are to be given to the owner as soon as practical.

(g) Impound/storage areas

Each towing carrier in the rotation program must identify and maintain an impound/storage area subject to annual inspection by the Chief of Police of his/her designee. The identified lot will be the exclusive location for owners to locate vehicles towed by a participating carrier and will be compliant with the following:

- (1) A 6' tall fence will secure the area where towed vehicles are kept and stored.
- (2) Reasonable precautions must be taken to protect the vehicle from theft and vandalism. The area, including the exterior, perimeter, and inside the lot, must be well-lit and equipped with either an alarm system or video surveillance security.

Vehicles not taken into evidence must be released from the impound/storage area to the owner upon payment of towing and storage fees.

(h) Fees

A maximum standard fee schedule will ensure consistent and fair charges by all towing carriers that tow or store vehicles for the city. All towing carriers participating in the wrecker rotation program agree to abide by the maximum standard fee schedule for all services rendered in response to police-directed tows.

The city adopts, incorporates herein, and utilizes the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. The applicable rate for towing and storage is determined by the minimum wrecker classification required for the tow, regardless of what class of wrecker performs the tow. The annually-updated Fee Schedule is available at the Georgetown Police Department and at City Hall and will be delivered to each licensed towing carrier participating in the Wrecker Rotation Program upon annual renewal of business license.

The wrecker owner shall ensure a copy of the current fee schedule is posted in each wrecker where a vehicle owner can view the list of fees.

Towing carriers participating in the rotation program will provide an itemized copy of charges to the vehicle owner upon full payment.

Ref. §38-600(F), S.C. Code of Regs. (2017), as amended

(i) Records

The police department keeps a record of all vehicles towed at the direction of the department. Each carrier in the rotation program is required to maintain complete and accurate records of every vehicle towed and/or stored for the city. These records must be maintained for at least one year and be readily available for inspection by the police department.

(j) Suspension from the Wrecker Rotation Program

The Chief of Police or his/her designee has the authority to suspend a towing carrier and/or specific wrecker from participation in the rotation program if it is found not to be in compliance with any of the requirements of this Article.

(Ord. of 2-16-06)

§18-25 NONCONSENSUAL TOWS

- (a) For the benefit of property owners, residents, and visitors in the city, the City of Georgetown regulates nonconsensual tows as defined hereinabove (§18- 22.) Nothing herein is intended to regulate private towing as agreed upon between a vehicle owner and tow service provider.
- (b) Private property owners are entitled to arrange for vehicles parking on private property without permission to be towed, whether the private property is marked or not.
- (c) Vehicle owners whose vehicles are unsuspectingly towed are entitled to reasonable notice of the location of their vehicle after a nonconsensual tow, as provided by state law, and to reasonable associated fees.

- (d) Within one hour of a towing carrier hooking up a vehicle for a nonconsensual tow as defined hereinabove (§18-22), the towing carrier or wrecker owner or operator must notify the City of Georgetown Police Department of the vehicle towed, the location it was towed from, the name of the towing company, and the location where the vehicle is stored. A towing company failing to give this notice is not entitled to any compensation for towing and storage.

(ref. §56-5-2525 (B)(C), S.C. Code of Laws)

- (e) A towing carrier performing a nonconsensual tow must post the provisions of §56-5-2525, S.C. Code of Laws in a conspicuous location in all public areas on the premises of the business.

- (f) Fees

(1) The towing fee shall be no more than 150% of the applicable rate for the minimum tow services and equipment needed to perform the tow under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (§sec. 18-24(h))

(2) All charges for a nonconsensual tow shall be for services rendered in the towing, storing, or notifying the owner of such vehicles. No towing carrier shall include in its charges any sum of money payable to a third person or entity for any purpose, including, but not limited to, payments to an owner or representative of property from which such vehicles are towed. The inclusion of such sums are declared to be an unfair trade practice. No private property owner or wrecker service may assess any additional cost. There shall not be additional fees assessed by the towing service for using dollies, trailers, lifts, slim jims or any other equipment or service charge, including release fees.

(3) The assessment of storage fee shall not commence for 24 hours from the time the police department is contacted as required by S.C. Code, § 56-5-2525. For that time, there shall be no assessment of a storage fee, and only the towing fee shall be assessed for release.

(4) The storage fee shall be no more than 150% of the applicable rate for storage the under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (ref. §sec. 18-24(h))

(5) An administrative fee in an amount not to exceed twenty five dollars (\$25.00) may be charged to cover expenses incurred if the vehicle is not retrieved in a reasonable time and the owner and/or lienholder of the towed vehicle are notified by certified, registered mail of the location of the towed vehicle.

- (g) Violation of the terms of this section is subject to the misdemeanor penalties in Chapter 16 of the City of Georgetown Code of Ordinances.

(§§ 18-26 – 18-31, reserved)

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Code of Ordinances It shall be unlawful for any person to hinder, prevent, obstruct or resist any police officer or other officer of the city charged with the execution of any warrant or other process within the city or engaged in making any arrest or performing any other duty of his office within the city.

ARTICLE III. - WRECKER SERVICES^[3]

Sec 18-22. - Licensing.

- (a) Any wrecker owner engaging in operating a wrecker service within the city limits of Georgetown shall pay a license fee as outlined in the business license article [article II of chapter 13 of this Code] of the city.
- (b) The finance department will direct any wrecker company desiring to become a participant of the City of Georgetown's Wrecker Rotation Program to the police department. The police department will furnish the wrecker company with all necessary documentation outlining all requirements and inspection procedures. The police department will also furnish the wrecker company a copy of the article regulating wrecker services.
- (c) The police department will then schedule and conduct an inspection of the wrecker and impound/storage area for compliance with the article. After the inspection, the wrecker company will be provided with a copy of the inspection form. Any deficiencies would have to be corrected prior to that wrecker company becoming a participant in the program.
- (d) A copy of the business license shall be kept inside the wrecker at all times while towing for the city and shown to any police officer requesting it.
- (e) Exceptions to the business license fee are as follows:
 - (1) A towing vehicle owned or operated by a licensed garage, which tows a vehicle to its premises for repair.
 - (2) Transient wreckers moving disabled vehicles through the city streets to or from another location from outside the corporate limits.
 - (3) Automobiles, jeeps, pickups, or like vehicles not equipped with any special wrecker equipment but used solely for light towing of stranded or repossessed vehicles in transit.
 - (4)

Temporary storage of a disabled vehicle on the premises of the licensed owner of the vehicle if in compliance with zoning laws, but this exemption shall not apply to any premises owned by, leased to or under the direct or indirect control of any licensed wrecker, or as to which the licensee has right of possession.

- (5) Any wrecker or like vehicle owned by the federal or state government or any subdivision thereof.

(Ord. of 2-16-06)

Sec. 18-23. - Regulations and fees.

- (a) Any wrecker conducting business for the City of Georgetown shall maintain minimum liability insurance coverage under the South Carolina Tort Claims Act presently in the amount of three hundred thousand dollars (\$300,000.00) for a single accident and six hundred thousand dollars (\$600,000.00) for combination or multiple injury accident. All wrecker services shall furnish the city a copy and annual update of coverage.
- (b) All wreckers will have permanent signs affixed to both sides of the wrecker, which identifies the name of the company and phone number.
- (c) Responding wreckers will not use their emergency lighting except while actually working at the scene of an accident, traffic violation, or crime scene.
- (d) The city police department will furnish a rotational list of all approved wrecker companies to central communications for dispatch purposes.
- (e) Every impound area owned or used by the towing wrecker for the storage of towed vehicles will meet or exceed the requirements set forth in section 18-25.
- (f) Standard fees will be charged by the wrecker service. A fee schedule is outlined in section 18-24 of this article. Fees will be set according to the type of service performed and the amount of time the service requires. Standard impound/storage fees will also be outlined in subsection 18-24(g) of this article.
- (g) A response time to arrive at the scene will be set at thirty (30) minutes for each wrecker commencing at the time of notification of the wrecker by central communications. Central communications will document each notification by the date, time, and name of the wrecker contacted, and will maintain these records for at least one year. The officer will provide central communications with the license plate number of the vehicle to be towed. Once a wrecker is

Code of Ordinances dispatched, that wrecker will go to the bottom of the rotation list unless canceled at the scene by the officer or customer, at which time the wrecker will be placed back at the top of the list.

- (h) The wrecker driver will be responsible for cleaning up "reasonable debris" at the scene of the accident. Reasonable debris would include all vehicle parts, dirt and glass. It does not include body parts, blood, utility poles, signs, or other traffic signals owned by the City or South Carolina Department of Transportation.
- (i) The police department as outlined in section 18-27 of this article will investigate complaints and other concerns reported to the police department regarding a wrecker service, owner, or driver. Suspensions and termination of a wrecker service is outlined in section 18-29 of this article.

(Ord. of 2-16-06)

Cross reference— Business licenses, § 13-16 et seq.

Sec. 18-24. - Towing/storage fees.

The City of Georgetown has created a standard fee schedule to insure consistent and fair charges by all wrecker services that tow or store vehicles for the city. This schedule takes into account the different problems that occur for wrecker owners at different times of the day and night and with certain types of calls.

Charges: Standard, simple tow:

- (a) 0700 hours to 1900 hours, 7 days a week, not to exceed \$ 85.00
- (b) 1900 hours to 0700 hours 7 days a week, not to exceed 105.00
- (c) Accidents: 24 hours a day, 7 days a week, (first hour) not to exceed 145.00
- (d) Each additional hour 75.00
- (e) Heavy duty wrecker 150.00
- (f) Arrival, no tow (wrecker returns to tow list) No fee
- (g) Storage fees: No charge for the first 12 hours, (per day) 20.00

Code of Ordinances All wrecker companies participating in the rotation program agree to abide by the above list of fees for all services rendered in response to police calls for tow services.

(Ord. of 2-16-06; Ord. of 11-20-08)

Sec. 18-25. - Impound/storage lots.

- (a) All impound/storage lots will be secured with at least a 6' tall fence surrounding the area where all towed vehicles are kept and stored. The storage area should be well lighted. If no alarm exists, the use of video is recommended. Every effort should be made to protect all vehicles from theft and damage. The chief of police or his/her designee will inspect all impound/storage lots of every wrecker service providing service to the city at least annually. The inspection will include perimeter security, and exterior lighting. The inspector will make recommendations (if any) for improvement (in writing) to the property owner and/or wrecker owner. Failure to comply or to make necessary improvements may be cause for suspending the wrecker company from the rotation program.
- (b) When called upon by a police officer to tow a vehicle, the officer and wrecker operator must agree that any valuable personal property has either been removed from the vehicle or is secured properly in the vehicle. The police department has a form that must be signed by both the wrecker operator and police officer that they agree as to the personal property that remains in the vehicle and damage to the vehicle at the time of tow. A diligent effort must be made by both persons to insure no valuables are left in the vehicle unprotected. Valuables should be given to the owner as soon as practical.
- (c) When stored at the wrecker company storage lot, all reasonable precautions should be taken to protect the vehicle from theft and vandalism.
- (d) No vehicle should be released until all towing and/or storage fees are paid to the wrecker company unless other, acceptable arrangements have been made with the wrecker company.
- (e) A copy of all fees should be posted in a conspicuous place by the wrecker company where a vehicle owner can view the list of fees. The wrecker company will provide an itemized copy of charges to the vehicle owner upon full payment.

(Ord. of 2-16-06)
Code of Ordinances**Sec. 18-26. - Records.**

The police department keeps a record of all vehicles towed by the department. Each wrecker owner is required to maintain complete and accurate records of every vehicle they tow and store for the city. These records should be maintained and kept available for at least one year. These records must be readily available for inspection by the police department upon request.

(Ord. of 2-16-06)

Sec. 18-27. - Complaints.

Any complaints regarding a wrecker owner or driver will be forwarded to the police department for investigation. The city, through the chief of police, reserves the right to administer disciplinary action up to and including the revocation of the business license of a wrecker operator/owner for just cause. Typical violations that would constitute "just cause" would include but are not limited to: slow response, failure to properly clean the scene of debris, fee overcharging, wrecker driver intoxication or disorderly conduct, failure to maintain a properly secured impound lot.

(Ord. of 2-16-06)

Sec. 18-28. - Wrecker service rotation program.

Definitions:

- (a) *Wrecker* - Any vehicle specifically built and equipped for the purpose of towing, lifting, pulling, or otherwise transferring other motor vehicles from place to place.
- (b) *Motor vehicle* - Every vehicle which is self-propelled, upon or by which a person or property is or may be transported or drawn upon any road, highway, right of way or public or private property.
- (c) *Operator* - The person driving the wrecker or any person assisting with the operation of the wrecker.
- (d) *Owner* - Any person owning or having any financial interest in a wrecker business licensed by the City of Georgetown.

Participation in the City of Georgetown's wrecker service rotation program is strictly on a voluntary basis. The program is controlled and regulated by the police department through the establishment of requirements, rules, regulations, and includes the schedule of maximum fees for services.

Wrecker companies requesting to participate in the rotation program, freely and willingly subject themselves to compliance with the requirements, rules, regulations, and maximum fee schedule for services as established.

(Ord. of 2-16-06)

Sec. 18-29. - Inspections.

The chief of police or his/her designee will administer the wrecker service rotation program. The designee, upon approval of the chief of police, shall have the authority to suspend a wrecker company from participation in the rotation program if it is found not to be in compliance with the requirements, rules, regulations, and maximum fee schedule for authorized services.

Any wrecker owner/operator who obtains a city business license and desires to become a participant in the rotation program, must meet with the Chief of Police or designee and obtain a copy of this article. The designee will inspect the wrecker and its equipment for the following:

The standard wrecker will be at least one ton in size with dual rear wheels and booster brakes.

- (1) Each wrecker will be equipped with oscillating, rotating, or flashing amber colored emergency lights mounted on the cab or boom brace of the truck (wrecker).
- (2) Each wrecker will be equipped with a five-pound or larger fire extinguisher rated for class A, B, and C fires. The extinguisher will be permanently mounted on the vehicle to allow for easy access. The extinguisher must be certified annually and fully charged or re-charged as necessary.
- (3) As standard equipment, each wrecker will carry at a minimum: tow sling, tow bar, towing dollies, safety chains, wrecker bar, heavy-duty broom, shovel and container for debris.

Code of Ordinances (4) Each wrecker will display in four-inch painted or permanent vinyl letters, the company name, address, and phone number on both sides of the wrecker. Magnetic and temporary signs are strictly prohibited.

- (5) Each wrecker and its equipment will be modern and in excellent mechanical condition.
- (6) Each wrecker will have a power operated winch line and boom with a factory rating capacity of not less than eight thousand (8,000) pounds on a single line.

A heavy duty wrecker is defined as a wrecker of at least two and one-half (2½) tons in size and equipped as follows:

- (a) Equipped with a power operated winch and boom with a lifting capacity of thirty-two thousand (32,000) pounds single line and tow sling.
- (b) Safety chains, flood lights, and approved warning devices such as flares, reflective triangles, etc.

Any wrecker or its equipment that fails to meet the inspection requirements of this section could subject itself to be suspended from the rotation program until deficiencies are corrected.

(Ord. of 2-16-06)

Sec. 18-30. - General considerations.

- (a) The wrecker company will be responsible for maintaining complete and accurate records of each vehicle towed and stored. These records should be furnished to the police department upon request.
- (b) The wrecker company will obtain all licenses, insurance, and permits at its own expense.
- (c) The wrecker company is solely responsible for any loss, cost, damage or other expense due to its performance, work, or negligence under this agreement. The wrecker company liability will commence at the time of initial hook up and end upon release of the vehicle to the owner.

(Ord. of 2-16-06)

Sec. 18-31. - Indemnification.

All wrecker companies that voluntarily participate in the City of Georgetown rotation program will indemnify, defend, and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees and assigns from and against any and all loss, liability, claims, damage or expenses, (including but not limited to attorney's fees) arising out of, or related to, the use or operation of all wrecker companies services whether or not caused, in whole or in part, by the negligence of the City of Georgetown or its agents, servants, or employees.

(Ord. of 2-16-06)

< Sec. 17-36. - Administration of incentive agreements.

Chapter 19 - RAILROADS >

Attachment: Current Wrecker Ordinance (2505 : Amend Towing Ordinance)



South Carolina Department of Public Safety

S.C. Highway Patrol

2018 Wrecker Rotation Fee Schedule

In accordance with S.C. Code Ann. Regs. § 38-600, the South Carolina Department of Public Safety publishes a yearly Wrecker Rotation Fee Schedule ("Fee Schedule") outlining the maximum allowable fees for each class of wrecker on the South Carolina Highway Patrol ("SCHP") Wrecker Rotation List. The reasonableness of fees on the Fee Schedule is determined by the SCHP after a review of submitted fees. The fees permitted for calendar year 2018 are listed below:

2018 MAXIMUM ALLOWABLE FEES FOR ROTATION LIST CALLS

Rates / Fees			
Class A Wrecker			
Standard Towing	*Special Operations		Storage
\$ 219.00 Flat Fee	\$ 132.00 Per Hour		\$ 33.00 Per Day
<i>*Special Operations are billed at a per hour rate in 1/2 hour increments.</i>			
Class B Wrecker			
Standard Towing	*Special Operations		Storage
\$ 311.00 Flat Fee	\$ 199.00 Per Hour		\$ 41.00 Per Day
<i>*Special Operations are billed at a per hour rate in 1/2 hour increments.</i>			
Class C Wrecker			
*Standard Towing	Special Operations		Storage
\$ 470.00 Per Hour	**See below		\$ 58.00 Per Day
<i>*Standard Towing is billed at a per hour rate in 1/2 hour increments.</i>			
<i>**Although no Special Operations fee is set for Class C tows, a wrecker service may recover the actual cost of rented/subcontracted equipment or labor necessary to accomplish the job. Proof of these actual costs in the form of an itemized invoice or receipt from each third party providing such equipment or labor must accompany the tow bill.</i>			

Class C Services Only			
Description of Service, Labor, or Equipment		Rates / Fees	
Additional Wrecker			
Dump Truck, Dump Trailer, or Drop Dumpster	\$ 464.00		Per Hour
Rotator/Crane or equivalent	\$ 226.00		Per Hour
Truck Tractor with Box Trailer or equivalent	\$ 661.00		Per Hour
Truck Tractor with Flat Trailer or equivalent	\$ 263.00		Per Hour
Truck Tractor with Landoll/Lowboy/Tilt Trailer or equivalent	\$ 267.00		Per Hour
Skid Steer or equivalent	\$ 292.00		Per Hour
Forklift or equivalent	\$ 240.00		Per Hour
Backhoe or equivalent	\$ 235.00		Per Hour
Service Truck (includes all tools and equipment on board)	\$ 271.00		Per Hour
Tower Light System	\$ 172.00		Per Hour
Complete Air Bag Unit	\$ 158.00		Per Hour
Additional Labor (General)	\$ 781.00		Per Hour
Additional Labor (Specialized)	\$ 83.00		Per Person/Per Hour
	\$ 116.00		Per Person/Per Hour

Jan 12 18, 10:52a

Georgetown Auto Sales

18435273591

p.2

NOTICE: The hourly rates for equipment usage include the cost of an operator, operating expenses, and the cost to transport the equipment to and from the scene. Expenses above the approved rate may not be charged.

Standard Tow: A standard tow is defined as responding to the scene, hooking up the vehicle, performing a general clean up if the call involves responding to a collision scene, and providing responsible assistance to the vehicle occupants. In the absence of special operations as defined below, the maximum fee for a Class A or B tow is the flat rate listed above. Fees for Class C tows are billed at an hourly rate.

Special Operations: Special operations involve the process of uprighting an overturned vehicle or returning a vehicle to a normal position on the roadway which require the use of auxiliary equipment due to the size or location of the vehicle and/or the recovery of a load which has spilled, or the off-loading and reloading of a load from an overturned vehicle performed to right the vehicle. The investigating trooper or SChP supervisor must confirm on-scene at the time of the tow that special operations are required to perform the tow in order to recover such fees.

* Although no Special Operations rate is set for Class C tows, a wrecker service may recover the actual cost of rented/subcontracted equipment or labor necessary to accomplish the job. Proof of these actual costs in the form of an itemized invoice or receipt from the third party providing such equipment or labor must accompany the tow bill.

If services beyond those for which the wrecker was dispatched are performed (e.g., hazardous waste cleanup; transportation of vehicle, cargo, or occupants(s) to an agreed upon location other than the one required by the Regulation), those services must be billed on a separate invoice.

Storage: Storage fees begin 12 hours after a vehicle is secured on the wrecker service premises and terminate when the vehicle owner or owner's designee offers to pick up the vehicle and pay the legitimate accrued charges.

A COPY OF THIS FEE SCHEDULE SHALL BE KEPT IN EACH WRECKER AT ALL TIMES AND MUST BE PRESENTED UPON REQUEST TO ANY PERSON FOR WHOM TOW SERVICES ARE PROVIDED, HIS OR HER AGENT, OR ANY SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY EMPLOYEE. ANY COMPLAINTS MUST BE IN WRITING AND FORWARDED TO THE SChP TROOP COMMANDER WHERE THE INCIDENT OCCURRED.

NOTE: This Fee Schedule lists the maximum fee that may be charged for each class of wrecker. A lesser fee may be charged at any time within the discretion of the wrecker service.

On behalf of the wrecker service named below, I acknowledge that I have received and agree to be bound by the South Carolina Highway Patrol 2018 Wrecker Rotation Fee Schedule and the South Carolina Department of Public Safety Wrecker Rotation Disciplinary Policy. Further, I certify that I am authorized to bind the wrecker service named below to the terms of this Fee Schedule and the South Carolina Department of Public Safety's Wrecker Rotation Disciplinary Policy.

Owner/Representative Name (Printed)	Owner/Representative Signature	Date
Name of Wrecker Service	Address	

Attachment: 2018 Maximum Allowable Fees (2505 : Amend Towing Ordinance)



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

PROCLAMATION

DOC ID: 2511

Council Meeting Date:	17 May 2018
Department:	Public Works
Issue Under Consideration:	Motion to approve Proclamation proclaiming May 21-25, 2017 as National Public Works Week.

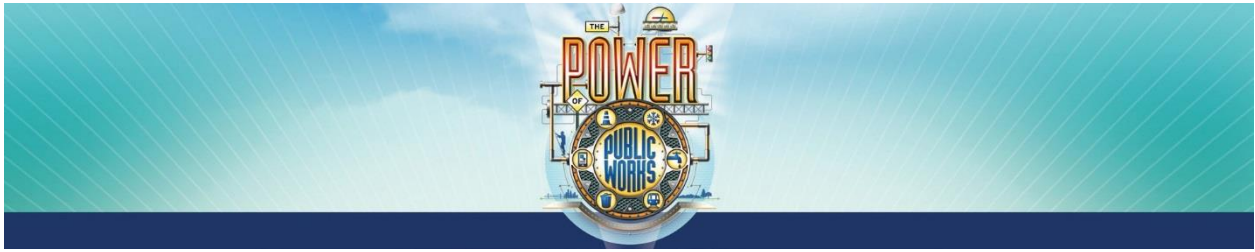
Reviews:

Tim Chatman Completed 05/10/2018 4:32 PM
 City Attorney Skipped 05/11/2018 8:13 AM
 Not needed
 Carey Smith Skipped 05/11/2018 8:13 AM
 Absent
 Ann U. Mercer Completed 05/11/2018 8:14 AM
 Georgetown City Council Pending 05/17/2018 5:30 PM

Attachments:

1. 1 NPWWProclamation.2018 (PDF)

**MOTION TO APPROVE PROCLAMATION PROCLAIMING MAY 21-25, 2017 AS NATIONAL
PUBLIC WORKS WEEK.**



National Public Works Week 2018 Proclamation

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees from state and local governments and the private sector, who are responsible for rebuilding, improving and protecting our communities' water supply, water treatment and solid waste systems, electricity, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the City of Georgetown to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities,

WHEREAS, the American Public Works Association has celebrated the annual National Public Works Week since 1960,

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, I hereby proclaim the May 21-25, 2018 as

NATIONAL PUBLIC WORKS WEEK

In the City of Georgetown and I urge all our citizens to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State, (to be affixed),

DONE at the City of Georgetown, South Carolina this 17TH the day of May 2018.

ATTEST:

BRENDON M. BARBER
MAYOR

ANN U MERCER
CITY CLERK

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2526)**

Meeting: 05/17/18 05:30 PM
Department: Police Department
Category: Report
Prepared By: Johnnie Deas
Initiator: Kelvin Waites
Sponsors:
DOC ID: 2526

GPD April 2018 Monthly Report

MAYOR
BRENDON M. BARBER, SR.



POLICE CHIEF
KELVIN A. WAITES

City of Georgetown

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

May 10, 2018

Honorable Mayor Brendon Barber, Sr.
And the Members of City Council
City of Georgetown, South Carolina

Dear Mayor Barber and Council Members:

The following is a list of activities involving the Georgetown Police Department during the month of April 2018:

On April 10th, Chief Waites hosted the bi-monthly Police Community Advisory Board meeting at the Police Department. It was well attended and Chief Waites updated the board on current events going on at GPD. (See attached PCAB Minutes)

On April 16th, Chief Waites was invited to and attended an event sponsored by the C.A.T.E. program at the J.B. Beck School District Administration building. The C.A.T.E. Program works with high school students across Georgetown County to get them prepared for the workforce. Chief Waites spoke with the students about the Georgetown Police Department and a possible career in law enforcement.

On April 17th, Chief Waites was invited to and attended a meeting to discuss the future of Georgetown County. This meeting was facilitated by the Black River United Way and got different people from across the county in a group discussion about what the strategic plan for Georgetown County should look like.

On April 20th, Chief Waites was invited to and attended the birthday celebration for Mrs. Pauline Legare at Prince George's Nursing Home. Mrs. Legare turned 109 and Chief Waites was asked to read a scripture from the Bible.

On April 21st, Chief Waites attended the Annual NAACP Banquet at the Howard Center. The event was well attended.

2222 Highmarket Street
Georgetown, S.C. 29440

Honorable Mayor and City Council Members
May 10, 2018
Page Two

On April 21st the Georgetown Police Department worked the Shag Festival. The event was well attended without any major issues or concerns.

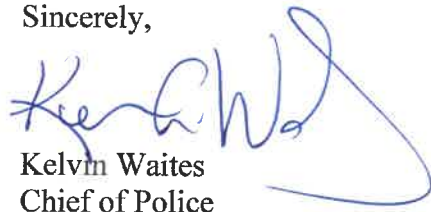
On April 24th Chief Waites met with Dennis Cumbee after he made comments about his brother Marion at a regular council meeting. Chief Waites asked for contact information for several family members that the police department could possibly call if Marion was in some type of crisis. Chief Waites made Mr. Dennis Cumbee aware of the fact that his brother Marion is on trespass notice at several businesses around town and that law enforcement needs the family to step up to assist us with this ongoing problem. It was a very productive meeting.

On April 27th Chief Waites, along with Mr. Carey Smith attended a meeting to discuss the Opioid crisis in Georgetown County. It was a very productive meeting.

On April 27th Chief Waites and staff attended the Special Olympics event at Georgetown High School.

On April 28th the Georgetown Police Department worked traffic control for the March for Babies Event. The event was well attended without any major issues or concerns.

Sincerely,



Kelvin Waites
Chief of Police

KW: pc

Attachments

Attachment: APRIL 2018 Monthly Report (2526 : GPD April 2018 Monthly Report)

GEORGETOWN POLICE DEPARTMENT 2018 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
SPEEDING CITATIONS	54	37	63	40									194
OTHER TRAFFIC CITATIONS	122	90	117	80									409
WARNING - SPEEDING	96	92	154	133									475
WARNING - OTHER	161	93	139	112									505
PARKING CITATIONS	1	0	0	10									11
TOTALS	434	312	473	375	0	0	0	0	0	0	0	0	1,594

TOTAL CITATIONS

1,594

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
STATE ACCIDENTS	47	32	34	43									156
PARKING LOT ACCIDENTS	6	7	12	12									37
TOTALS	53	39	46	55	0	0	0	0	0	0	0	0	193

TOTAL ACCIDENTS

193

GEORGETOWN POLICE DEPARTMENT **2018 YEAR-TO-DATE ACTIVITY REPORT**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	83	67	60	68								

278

TOTAL ARRESTS

CRIMINAL INCIDENTS	139	137	113	119								
DOMESTIC INCIDENTS	2	2	3	3								
TOTALS	141	139	116	122	0	0	0	0	0	0	0	0

518

TOTAL INCIDENTS

Police-Community Advisory Board

April 10, 2018 at 6:00 PM

Minutes

ATTENDANCE:

Board Member Present:

Ms. Harold Jean Brown
Mr. David Essex
Bishop Richard Frasier
Mr. Fred Keith
Ms. Carol McCants
Ms. Irene Rice
Ms. Deborah Smith

Police Department Personnel Present:

Patrice Coachman
Major Johnnie Deas
Sgt. John Gregory
Cpl. Noel Smith
Chief Kelvin Waites

The Police-Community Advisory Board (P-CAB) meeting of the Georgetown Police Department was held at the City of Georgetown Law Enforcement Center with Chief Kelvin Waites presiding.

Chief Waites opened the meeting by welcoming everyone in attendance and Sgt. John Gregory to the P-CAB members. He then asked Sgt. Gregory to update the P-CAB members on how we are staying on top of the drug problem in our community.

Member Smith asked if we are finding individuals selling large quantities of prescription drugs in the City.

Chief Waites then told the P-CAB members that Georgetown Police Department Easter Egg Festival was a real success. He thanked those who came out and supported the event.

Chief Waites informed the P-CAB members the 2nd Annual Tie-A-Tie Tuesday started today and that it will run through the month of April.

Chief Waites informed the P-CAB members that Audrie Bromell will be attending a 10-week pre-academy training at Myrtle Beach Police Department so she can be ready when it is time to go to the Police Academy.

Chief Waites informed the P-CAB members that there will be a Promotional Board on Wednesday and encouraged members to participate. He also thanked member Rice for sitting on our Investigator's panel.

Chief Waites told the P-CAB members that employees from the police department attended a prayer vigil two weeks ago hosted by Optimism Preventative Services on March 13th at Howard Auditorium. He also commended member Carol McCants for her testimony and the difference it made.

Chief Waites told the P-CAB members that the City's budget retreat was held in March. He talked about being competitive with other agencies by pay and take home care incentives. Member Brown inquired about the salary range for new hires. Chief responded that in order to maintain staff we have to come close to other department salaries.

Chief Waites spoke about the recruitment of new employees and that the department is having a job fair at HGTC to recruit new applicants. He said that we need to network more in order to bring in new recruitments.

Chief Waites asked Major Deas to talk about the SLED audit. Major Deas told the P-CAB members that the police department went through SLED Records Audit in March. She told the P-CAB members that we are in compliance and thanks Tenetra Sellers for all her hard work. Major Deas also stated that we will soon go through an IT Audit by SLED.

Chief Waites then introduced Noel Smith to the P-CAB members and asked him to give a brief description of his work.

Member Essex asked if there is an interagency cooperation when combatting the drug trafficking situation. Sgt. Gregory responded that we do work with agencies from other counties to stop the drug trafficking.

Chief Waites told the P-CAB members that the department assisted the schools during National Walk-Out in protest to the gun violence in the schools.

Chief Waites told the P-CAB members that the police department had participated in a basketball tournament against students to raise money for the Georgetown Middle School Athletic Program. He said that the tournament raised over \$3,000 for the Program.

Member Brown thanked the Chief for the assistance with the speeders on Merriman Road. She said that it has improved a lot.

Chief Waites asked the P-CAB members to encourage the community to call the police department they see a crime being committed. He said with the community's help, we can bring down the crime rate in the City.

Member Smith inquired about the status of the Mental Health Mobile Unit. Chief Waites responded that it is in the process.

Member Frasier asked the Chief to speak to a youth group the 1st Friday in May from 9:30 pm to 10:00 pm.

Member Keith thanked the Chief for his compassion and the love he has for the community and their family.

Member Rice thanked the department for their help during the Unity March.

Member McCants also thanked the department for what they do for the community.

Chief Waites thanked everyone for coming and adjourned the meeting.

Minutes recorded by Patrice Coachman

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2514)**

Meeting: 05/17/18 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 2514

April 2018 Municipal Court Report

Municipal Court Report April 2018

16.B.1

Cases Disposed

Disposition	# of Cases Disposed	Fine Amounts
Paid	103	\$16,556.63
Served Time	16	\$ 19,167.50
Scheduled Time Payment	23	\$ 17,891.60
NRVC	20	\$ 9,789.50
Sealed Sentence	9	\$ 15,050.00
Parking Tickets Paid	4	\$ 40.00
Nolle Prosequi/Dismissed/ Not Guilty	78	
Transferred to General Sessions Court	70	
Voided	4	
Fine Suspended	0	\$ -
Total	327	\$78,495.23

Actual fine revenue collected in February \$24,222.92

Bond hearings held	25
Warrants Prepared	54
Payments posted	173
Tickets entered	188
Expungements processed	22
Cases Filed & scheduled for court	243
Juror notices prepared	

Attachment: Municipal court report (2514 : April 2018 Municipal Court Report)

Municipal Court Report April 2018

16.B.1

Throughout the month of March 69 defendants were seen in bond court with a total of 116 charges.

Johnnie Pinckney attended the SC Municipal Court Association's Spring Meeting. She received updates from the SC Court Administration and the SCDMV. Topics for training were Bond estreatments and the Freedom of Information Act.

We submitted a Request for Proposal to contract for Public Defender services. We received one bid. We are currently preparing a contract for this service.

Attachment: Municipal court report (2514 : April 2018 Municipal Court Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2508)**

Meeting: 05/17/18 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 2508

April 2018 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

May
2018



Fire Prevention Bureau

2018

April

Inspections	103
Violations Found	96
Buildings without Violations	41
Buildings Cleared of Violations	30
Violations Corrected	48
Violations Not Corrected	13
3rd Party Inspection Review	2
Assemblies Inspected:	24
Business Inspected:	51
Educational Buildings Inspected:	0
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutional Inspected:	0
Mercantile Inspected:	15
Residential Inspected:	3
Storage Buildings Inspected:	10
Construction Meetings:	1
Plans Review:	1
Test Conducted:	3
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	13
Citation Issued:	0

Public Education

Programs	7
Participants	1275

Suppression Division

A Brief Look at Emergency Responses

April 2018

1. Six Medical Calls
2. Eight Medical Calls; One Unauthorized Burn; Two Public Service Calls
3. Ten Medical Calls; One False Call; Two MVA's; One Public Service Call
4. Seven Medical Calls; One MVA
5. Eleven Medical Calls; Two MVA's; Two Public Service Calls
6. Six Medical Calls; One Public Service Call
7. Three Medical Calls; One Alarm Activation
8. Five Medical Calls
9. Ten Medical Calls; Two Public Service Calls
10. Seven Medical Calls; One MVA; Three Public Service Calls
11. Five Medical Calls; Two Public Service Calls
12. Five Medical Calls; Three Public Service Calls
13. Six Medical Calls; One Structure Fire; One False Alarm; One Gas Leak; One MVA; Four Public Service Calls
14. Ten Medical Calls; One Structure Fire; One MVA; Two Public Service Calls
15. Eight Medical Calls; One MVA
16. Eleven Medical Calls; One Alarm Activation; One MVA; One Unauthorized Burn; Two Public Service Calls
17. Seven Medical Calls; Two Detector Activations; One Unauthorized Burn; Four Public Service Calls
18. Three Medical Calls; One Gas Spill; Four Public Service Calls
19. Three Medical Calls; Two MVA's; Three Public Service Calls
20. Three Medical Calls; One Unauthorized Burn; One Vegetation Fire; Two Public Service
21. Three Public Service Calls; One Alarm Activation; Three Public Service Calls
22. Five Medical Calls; Two Public Service Calls
23. Four Medical Calls; One Trash Fire; One False Alarm; Two MVA's; One Public Service Calls
24. Five Medical Calls; One Structure Fire; One False Call; Three Public Service Calls
25. Seven Medical Calls; One MVA; One False Alarm; Two Public Service Calls
26. Ten Medical Calls; One Alarm Activation; One MVA; Two Public Service Calls
27. Four Medical Calls; Two Alarm Activations; Five Public Service Calls
28. Four Medical Calls; One False Alarm; Three Public Service Calls
29. Seven Medical Calls; Three Public Service Calls
30. Ten Alarm Activations; Two Alarm Activation; One Unauthorized Burn; Five Public Service Calls

Attachment: April 2018 Fire Report (2508 : April 2018 Fire Report)



Total Call Volume **April** **Year to Date**
2018 **2017** **2018** **2017**
 As defined by the National Fire Incident Report System

Fires	5	4	22	16
Rescue Calls/EMS	207	198	814	741
Hazardous Conditions	32	31	154	164
Service Calls	41	31	165	146
Good Intent Calls	5	13	40	33
False Alarms	14	12	44	54
Weather/Flood	0	0	0	0
Special Incident Type	12	6	41	31
Total Calls	316	295	1280	1185

Save/Loss Analysis

	Losses	Property Values
April 2018	\$ 70	\$ 6,930
April 2017	\$ 1,500	\$ 45,000
Year to Date	\$ 100,873	\$ 471,080

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

Mutual Aid Calls

	April	YTD
To Georgetown County Fire	1	7
To Midway Fire	0	5
To other Departments	0	0
From Georgetown County Fire	3	9
From Midway	2	3
From other Departments	0	2

	April	YTD
Staff Training Hours	1510.50	4270.25

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2513)**

Meeting: 05/17/18 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 2513

April 2018 Public Works Department Report



**APRIL, 2018
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT**

STREETS and GROUND MAINTENANCE

	TOTAL
1. Yard Waste: Leaves, Grass & Straw and tires collected:	132.02 Net Tons
2. Brown & White Goods collected:	210.69 Net Tons
3. Crews assisted sanitation crews with garbage and debris collection.	
4. Crews processed and completed work order requests for sidewalk, pothole repairs and road maintenance.	
5. Delivery of roll out carts and cones for special events and other emergency assistance.	
6. Park crews completed maintenance of all city parks and welcome sign areas.	
7. Park inspections completed in all city parks.	

RESIDENTIAL SANITATION

	TOTAL
1. Residential Solid Waste Collection:	315.28 Net Tons
2. Recyclables Collected:	4.70 Net Tons
3. Crews completed work orders requests of roll-out cart repairs, new roll out cart deliveries and/or replacements; and recycle bins.	

CAPITAL IMPROVEMENT PROJECTS

- Screven Street Restrooms renovations are near completion.
- New picnic shelter installation at Barauch Park completion May, 2018.
- Ben Cooper Splash Park, opens Memorial Day weekend.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2510)**

Meeting: 05/17/18 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Isaac Williams

Initiator: Isaac Williams

Sponsors:

DOC ID: 2510

April 2018 Fleet service Report



APRIL 2018 MONTHLY REPORT

- Repairs 64
- PM Services 6
- Tires repaired or replace 23
- Services past due 52

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2519)**

Meeting: 05/17/18 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 2519

April 2018 Electric Utility Department Report

BRENDON M. BARBER
Mayor

CAREY SMITH
Interim City Administrator



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

ELECTRIC UTILITY DEPARTMENT

OFFICE: (843) 545-4600

FAX: (843) 527-7591

May 9, 2018

Following is a brief summary of major activities in the Electric Utility Department for April 2018:

Peak shaving operation successfully predicted the Santee Cooper system peak for April and we had both units running at the correct time. The construction of the building and the substation for the plant is progressing very well. There is a great deal of activity at the site with contractors connecting control circuits, the final substation wiring, the suspended ceiling, and painting. We are preparing for the start of generator testing in early May and hope to have the plant operational by the end of May.

The contractor crew is now working on the replacement of bad poles in the West End area and providing occasional support to our line crew.

The contract tree crew is working in Maryville, improving line clearance along South Island Road and some of the side streets.

We have received a couple of additional calls concerning customer-side solar generation. We have started the process of discussing our philosophy concerning rates and connection issues. A meeting was held with Santee Cooper staff to obtain their input and information on their rates and connection protocol. This could be a time-consuming process over the next few months. Rate issues are important so that we prevent all customers from subsidizing solar installations for a few customers. Progress will be slow on this.....Santee Cooper continues to assist in providing information. No progress has been made on this in the past few months.

We are working with the school district to remove a single-phase primary pole line adjacent to the softball field behind Georgetown High School. This will involve the relocation of a couple of underground services, so coordination with their staff and contractors will be required. The district has provided some additional information about their plan to re-feed a couple of ball fields so that this work can proceed.

The proposed budget for FY 2018/19 has been completed and initial discussions were held at the retreat in March. These discussions were very positive and Council's support is greatly appreciated. Additional discussions will be held as we continue through the approval process.

One of the items discussed at the retreat was the staffing crisis in the Electric Department and our inability to recruit an experienced Line Technician who will accept our salary range. Council was very receptive to making changes in our salary ranges so that this situation can be corrected. Subsequent meetings have been held with HR to determine the level of adjustments that can be made to our salary ranges without causing inequities in other departments. We will do our best with this and keep attempting to recruit experienced Line Technicians.

Cooper continues to provide us with replacement water nodes as warranty replacements to allow us to do a better job of staying ahead of failed nodes prior to billing reads. After falling behind and then sending us a supply of nodes, we are trying to catch up with replacements of nodes that have failed. We have also replaced many relays in Belle Isle which have failed due to water intrusion. With only a couple exceptions, the new nodes and relays installed in Belle Isle have worked their way into the system and are communicating.

Meetings continue with representatives of Tidelands Health concerning electric service to the expanding campus. Now that the surgical wing is energized, a new medical office building should be the final major expansion on this campus. Another meeting was held with them during January in which we discussed the need for an additional transformer to serve the main building while some work is being done on the existing service. This is necessary to allow them to tie in their existing service to their back-up generators. Provisions are being made to do this, and we are also discussing some line work that would tie the campus together and allow us to feed virtually the entire campus through one meter. This should fit into the CIP funding that has been approved for hospital infrastructure improvement. We are waiting for Tidelands to let us know of their desire to proceed with this work.

There have been recent meetings about the development of commercial property across from Wal Mart adjacent to the new credit union. Hopefully these meetings will result in a move to annex this property so that we can incorporate this into our electric service territory.

A purchase order has been placed for the purchase of new LED street lights. Bids were solicited for contractor assistance in replacing our street lights with the new LED fixtures. For some reason, no bids were received. We will re-advertise with the local vendor preference removed, and tweak the bid documents to see if we can generate more interest.

There were no new complaints of radio noise made during April.

A significant amount of time has been devoted to the implementation of a new inventory system during the past few months. We are migrating to an inventory system embedded in our existing New World financial package. Training has been held, new inventory numbers have been entered. The system has gone live and issues are being worked out as they arise.

A meeting was held with HTC to review the strength of the fiber system in south Maryville with the upcoming addition of the new Fire Station in mind, along with the future use of the Eagle property. HTC has provided estimates for work to be done in Maryville and also at the peak shaving plant, which will include fiber needed for upgrades being planned for the waste water plant's chlorine system. We will make arrangements to get both of these projects accomplished. We have also discussed a new maintenance agreement and an

evaluation/analysis of our fiber system to assess current capacity and the need for future upgrades. The first phase of the evaluation of our system has been initiated with current year funding....additional funding is being requested in FY 18/19 so that the second phase can continue next year. The fiber utilization study will take place in May.

A meeting was held with representatives of Liberty Steel to discuss some landscaping improvements that they wish to make along their Fraser St road frontage. Their plans will include the removal of several trees that are becoming hazards and eyesores, along with the removal of other growth and repairs/improvements to their fencing. The areas will then be landscaped with other appropriate plantings. They will conduct this work in phases and they have been asked to submit plans for each phase indicating what is to be removed and what will be planted in its place.

The Electric Department has provided some assistance to the drainage project now underway on South Congdon Street. We continue to work with this contractor to brace poles as needed so that their work can be performed safely.

The April safety meeting was held on the 20th. The topic was heat stress.

Other statistics of interest for April:

• Cut-on – regular	183
• Cut-off – regular	75
• Cut-off – non-pay	153
• Non-pay restores	120
• Re-read orders	318
• CNP finals	27
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	92
• Total orders worked	899

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2520)**

Meeting: 05/17/18 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2520

April 2018 Water Utilities Report

APRIL 2018 WATER UTILITIES REPORT

Water Treatment Plant

- WTP Filtered Water Total 36.955 MG
- Average Daily Flow Finished Water 1.232 MGD
- King Well 0.000 MG
- Maryville Well 7.907 MG
- Both new operators have passed the Water Treatment Operator “B” level examination.

Wastewater Treatment Plant

- Influent Flow Total 101.692 MG
- Average Daily Influent Flow 3.390 MGD
- Effluent Flow Total 85.541 MG
- Average Daily Effluent Flow 2.818 MGD
- Rainfall Total 2.75 inches

Water Distribution

- Completed 97 work orders
- Repaired 80 water leaks
- Replaced 4 water meters
- Completed 91 locates

Wastewater Collection

- Completed 52 work orders
- Responded to 47 backups
- Routine line cleaning
- Completed 91 locates

Maintenance

- Completed 30 work orders
- Completed 13 work orders on pump stations throughout City
- Completed 11 work orders for the WWTP
- Completed 1 work orders for the WTP

Stormwater

- Completed 23 work orders
- Completed 91 locates
- Routine line and ditch cleaning

Customer Surveys

- We received a score of 4.9 out of 5 this month.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2512)**

Meeting: 05/17/18 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 2512

April 2018 Engineering Report



**City of Georgetown
Engineering Monthly Report
April 2018**

Engineering - Orlando Arteaga, P.E.

Date: May 7, 2018

CAPITAL IMPROVEMENT PROJECTS

1. Drainage Improvements Project for Congdon, Highmarket, Lynch/Duke Streets Phase I and Phase II-

- Engineer: AECOM
- Contractor: Green Wave Contracting, Inc.
- Phase I Bid Amount: \$1,967,970.48-Revised
- Phase II Bid Amount: \$323,739.68-Revised
- Project duration: Phase I: 300 calendar days; Phase II: 390 calendar days.
- Change Order no. 1- \$51,500 approved
- Change Order no. 2- \$15,727 approved
- Change Order no. 3- \$ 32,494 approved
- Scope: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration. New relocated 6-in. water main on Duke Street. Relocation of 18-in. raw water line at railroad tracks.
- Status:

Work-in-place is about 45% complete.

Progress meeting held on 4/26/2018.

Work at CSX Right-of-Way is complete as of 4/19/18. All underground work in CSX ROW is in place. Some incidental work remains such as punch lists work, re-grading of drainage ditch embankment due to storm, and milling and paving near railroad tracks. City is responsible to pay CSX flagman and construction inspection services as per agreement.

Work continued on N. Congdon Street towards Highmarket Street. 60-inch storm drainage pipe and catch basin boxes were installed between railroad tracks and Highmarket Street up to Manhole no. 1. Work in front of South Carolina Federal Credit Union was performed at night time to avoid disruption with bank's customers.

East bound traffic lanes closed on Highmarket Street on 4/30/2018. No issues with traffic lanes closure.



**City of Georgetown
Engineering Monthly Report
April 2018**

Engineering - Orlando Arteaga, P.E.

Date: May 7, 2018

2. East Bay Park – Recreational Walking Trail

- Engineer: Cagle Consulting Engineers, LLC
- Contractor: Ben Cox, LLC
- Re-Bid date: 12/7/2017
- Bid Price: \$138,700
- Scope: Install a 1-mile long, 6-foot wide asphalt-aggregate base-covered recreational walking trail along the perimeter of East Bay Park.
- Status: Contractor mobilized week of 2/26/18. Work is 100% complete. Pending punch list work.
- Paving of trail will be performed under a separate contract next fiscal year after July 1st.

3. North Side Water Storage Tank

- Engineer: WK Dickson
- Contractor: Caldwell Tanks, Inc.
- Bid: \$1,574,700
- Notice to Proceed: 11/10/2017
- Construction Finish: 2/13/2019 (Planned)
- Scope: New elevated water storage tank with a capacity of 250,000 gallons located behind Middle School. Project includes open cut, HDD and Jack & Bore trenching for a 12-in. water main.
- Status:
 - Piles and foundation work complete during week of 3/12/18.
 - Steel tank erection began Wednesday, April 11th.
 - Steel tank parts delivered onsite.
 - Erection and welding of steel tank is ongoing and is about 35% complete.

Attachment: Engineering Monthly Report_April 2018 (2512 : April 2018 Engineering Monthly Report)



**City of Georgetown
Engineering Monthly Report
April 2018**

Engineering - Orlando Arteaga, P.E.

Date: May 7, 2018

4. Historic District Water Main Improvements

- Engineer: AECOM
- Design Fee: \$63,200.00
- Design Start: 10/2/2017
- Design Finish: 4/26/2018
- Design is 100% complete
- Bid ad date: 4/27/2018
- Bid due date: 6/6/2018
- Bid Amount: TBD
- Scope: Water system improvements include the replacement of approximately 8,700 linear feet of 6-in. water mains in the City's Historic District. Work includes new house service connections, new fire hydrants, and street and sidewalk restoration.
- Status: SCDHC and SCDOT permits approved.
Construction documents were released for bid on 4/27/2018.
Pre-bid meeting is scheduled for Wednesday, May 16th at 2 PM.

5. Kaminski & Heyward Streets Water Mains

- Engineer: Weston & Sampson
- Design Fee: \$27,250.00
- Design Start: 10/5/2017
- Design Finish: 4/9/2018 (Actual)
- Bid ad date: 4/11/2018 (Actual)
- Bid due date: 5/8/2017 (Actual)
- Bid Amount: TBD
- Scope: Install 505 LF of 6-in. PVC water main on Heyward Street and 1,555 LF of 6-in. PVC water main on Kaminski Street with new house service lines and fire hydrants. Work includes sidewalk and street restoration.
- Status: Bids are due on May 8 at 2:30 PM.



**City of Georgetown
Engineering Monthly Report
April 2018**

Engineering - Orlando Arteaga, P.E.

Date: May 7, 2018

6. West End Sewer Rehabilitation-Design

- Engineer: AECOM
- Design Fee: \$219,500.00
- Design Start: 10/2/2017
- Design Finish: 11/15/2019 (Planned)
- Design is 50% complete
- Scope: The project consists in obtaining engineering services for conducting a sewer system evaluation survey (SSES) and preparing design plans and specifications for the rehabilitation of the West End sewer system. The work covers approximately 40,000 linear feet of sewer mains. The work includes identification of system deficiencies such as structural, operations and maintenance, and infiltration and inflow (I/I) problems. The rehab work will be performed in two Phases: Phase I includes the SSES work and Phase II consists of the rehabilitation of the sewer system by replacing sewer mains, manholes and lining the existing sewer mains as recommended by the Engineer.
- Status: Waiting for engineer's technical recommendations and preliminary engineering report (PER) for CDBG.

7. Constitution Park Bulkhead Replacement

- Engineer: McSweeney Engineers, LLC
- Design Fee: \$ 13,393
- Design Start: 10/5/2017
- Design Finish: 4/9/2018
- Bid ad date: 4/11/2018
- Bid due date: 5/8/2018
- Bid amount: TBD
- Scope: Remove and replace approximately 70 linear feet of timber bulkhead at Constitution Park. Work includes replacement of storm drains and sidewalk restoration.
- Status: Design complete. SCDHEC and USACE permits are approved.
Bids will be open on May 8 at 2:00 PM.

Attachment: Engineering Monthly Report_April 2018 (2512 : April 2018 Engineering Monthly Report)



**City of Georgetown
Engineering Monthly Report
April 2018**

Engineering - Orlando Arteaga, P.E.

Date: May 7, 2018

8. Screven Street Restroom Renovation

- Architect: None
- Contractor: Cade Construction, LLC
- Contract Amount: \$43,785.00
- Notice of Award: 1/22/2018
- Notice to Proceed: 2/13/2018
- Construction Start: 3/5/2018
- Scope: Interior fit-out includes replacement of toilet fixtures, accessories, partitions, ceramic tile wall, new drywall ceiling, new light fixtures, new epoxy-painted floor, new hurricane-rated doors, frames and hardware.
- Status: Contractor mobilized on 3/5/2018. Restoration work is ongoing. Ceramic tile installed, metal doors and frames replaced, HVAC units were installed.

9. West End Sidewalk Improvements

- Engineer: Cagle Engineers
- Design fee: \$21,500
- Contractor: TBD
- Scope: New sidewalk along Front Street between Alex Alford and Lafayette Streets
- Status: Surveying work is complete. Design work is 60% complete. Engineer working towards 90% completion and permit applications during May.

10. Storm Water Management Plan

Status: RFQ released on April 4th, 2018. Statement of Qualifications and proposals are due on May 9th. There will be a review committee of five (5) city staff evaluating and scoring the proposals.

PRIVATE DEVELOPMENT PROJECTS: None

SCDOT ENCROACHMENT PERMITS: Two (2)

Attachment: Engineering Monthly Report_April 2018 (2512 : April 2018 Engineering Monthly Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2509)**

Meeting: 05/17/18 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Rick Martin

Initiator: Rick Martin

Sponsors:

DOC ID: 2509

April 2018 Housing & Community Development Report

**Housing & Community Development
Monthly Report
April 2018**

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	15
Stop Work	6
Re-Inspection	0
Footings	2
Rough Inspections	15
Electrical	10
Mobile Home	1
On-site	22
CO	3
CC	1
TRC	1
Plan Review & Sign	3
City Alarm System	0
Total	78

Meetings: ARB 1 Item, BZA 1 Item; KGB 1 meeting; CBA- no meeting, CAB- 0 meeting, PC-1

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 continued at the Harbor Walk Marina, the Peak Shaving building, and a new office building on the corner of Fraser and Highmarket Street;
- We issued a C/O for two single family homes;
- We currently have 5 new residential homes under construction;
- The hospital construction and inspections continue;
- We had meetings with the ARB, BZA, and Planning Commission this month;
- Janet is extremely busy with overgrown lots, helping with signage, ARB, business license, and encroachment permits;
- 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;
- 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 office; and

- 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.

Thanks Again,
Rick Martin

Code Enforcement

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

Total Letters Issued for Overgrown Lots	44
Total Letters Issued for Neglect of Structures	0
Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/ Electronic Devices	3
Total Letter Issued for Vision Clearance	0
Total Work Orders Sent to Streets and Sanitation	0
Total Letters Sent for Dilapidated Structures	0
Total Letters sent for Sign Violations	0
Total Referrals for Water and Sewer	0
Total Citations Issued for Overgrown Lots	1
Total Citations Issued for Trash Violations	0
Total Citations Issued for Business Licenses	6
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0

Total Demolitions

Total Dilapidated Structures Removed 1	1. 1228 Church St. TMS# 05-19-97 Janice Rockey Trustee
--	---

Permits

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

Complaints

Total Complaints	8
Total referrals to Electric-Tree Crew	0

Administrative Assistant II

Board & Commissions:

ARB:

- Owners of 116 St. James Street was seeking approvals for alterations on their garage. (Old Business)

ARB (On-Site):

None

BZA:

1. Property owner of 112 St. James Street was seeking a variance to Article VIII (setbacks)

Planning Commission:

1. Consideration and recommendation for reversion of the Riverside Planned Development.
2. Consideration and recommendation for a major change to Phase VII of the Richmond Place PD.
- 3.

CAB (Community Appearance Board):

1. None

CBA (Construction Board of Appeals):

1. None

TRC:

None

FOIA:

None

Permit Valuation Report:

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

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

Community Planner/GIS Technician

- Zoning compliance letters for multiple parcels city wide.
- Held BZA meeting for April with one agenda item for a setback variance to a storage building at 112 St. James Street. Variance failed but we board came up with an innovative solution to the homeowners issue.
- Continue to attend grad school classes on Tuesday and Wednesday evening. The final exam was on May 30th.
- Started drafting an ordinance for open containers on the Harborwalk. Meeting with police department on this and researched other areas, like Murrells Inlet, to help with correct regulations. Sent to Elise for review and additions to make the draft ordinance legal.
- Multiple plat approvals including 2603 Prince, 418 Highmarket, 224 Prince, and Richmond Place PD.
- Continue to work on HMGP stuff for the two applications we have in, plus drafted an ordinance for a 3% Administration Fee that council wanted to be added to this grant to recoup costs for all of staff's time involved with this process.
- Made packets and sent help Planning Commission meeting for a major change to the Richmond Place PD Phase VIII (apts) to increase density from 128 to 160 units and the height from 35' to 50'. PC's recommendation is to deny the request. The applicant has decided to pull this request and go back to the previously approved density and height.
- Went onsite and met with Walter Gibson on his Highmarket Street business that doesn't meet many aspects of our zoning ordinance.
- PC also gave a 6 months extension to the Smith Land Co. for the Riverside PD.
- Put up event board signs for Stand Theatre, St. Francis Animal Center, and Habitat for Humanity events.
- Sign Permits: Sam's Southern Eatery.
- Temporary Sign Permits: Old Georgetown Creamery, Sam's Southern, & Exxon.
- Researched and gathered information for Willie Singleton on land use for the modular units he brought into town without a permit. Rick is on top of it.

Keep Georgetown Beautiful

- Received 21 trash cans obtained through Community Pride Grant. They will be strategically placed in high foot traffic areas. Also, have Palmetto Pride Grant money to begin the replacement of the concrete receptacles. Working on Phase 1 of their replacement.
- Prepared and delivered litter pick up supplies to groups.
- Rode Corridors and Maryville checking code violations and assisted with others in the City.
- Sent letters, and emails, made phone calls and visits concerning code violations.
- Followed up on violations.
- Updated Kiosk on Front Street. At printer getting done and should be up soon.
- Ordered, received and coordinated the installation of two new wayfinding park signs. Bayview and the Morgan Park Memorial Tree Garden.
- Started preparation for Wayfinding 2 phase.
- Resupplied dog dispensers.
- Consulted with Public Works on spring plantings.
- Sent violation letters for debris items that City will not pick up on the right of way.
- Held the Great American Clean Up in March and filled 52 bags (30 gallon) of litter.

-Various other duties related to Keep Georgetown Beautiful, Housing and Community Development, and Code Enforcement.

FRIENDS OF THE KAMINSKI HOUSE REPORT – April 2018

Year-to-date, the head-count for visitors taking tours of the house are up about 15% over last year. Visitors attending events at the Kaminski House are up 14% year-to-date. In April, visitors came from 28 states and 3 foreign countries. This fiscal year-to-date, we have had visitors from every state except Hawaii.



Our big event for April was the Wedding Showcase on Sunday, April 29th. We had fabulous weather for the event and vendors from throughout the region displayed their wares on the lawn of the Kaminski House. Attendees were also treated to a fashion show on the lawn and were able to view the vintage wedding dress exhibition inside the Kaminski House.



A portion of the advertising budget for the Showcase was made possible by a grant from the SC Department of Parks, Recreation, and Tourism (SCPRT) and tied into the museum's goal of promoting Georgetown as a destination wedding site.

The staff and board of the museum are in the process of creating a year of activities in celebration of the 250th anniversary of the building of the Kaminski House. 2019 will be a year of celebration from a programming standpoint, as well as from a fundraising one. The house is in great need of a new climate control system funds are currently being raised for this \$250,000 campaign

Volunteers continue to play a vital role in the daily operation of the Kaminski House Museum. In April our volunteers worked about 254 hours giving tours, working in the museum shop, doing garden work, doing curatorial work, helping in the offices, and working on the Wedding Showcase.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2525)**

Meeting: 05/17/18 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 2525

April 2018 Finance and IT Reports

April 2018 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Biz Vestors LLC, DAS Properties of Georgetown LLC, Heiskell Law LLC, Indigo Fina LLC, Keller Williams, Momma & Poppa Companion Transportation, Premier Nine Hair & Beauty, Sam's Southern Eatery, Shaquille Detailing Service, Shopcuts, Wards Lawn Service & Landscaping LLC.

Projects Progress:

Grants: Please see the attached schedule for the detail on each grant award.

FY2018/19 Budget: The first budget workshop was held on May 8, 2017, with the second workshop to follow on May 15th. We continue with budget discussions. As always, we look forward to the challenge of helping to prepare and execute another budget for The City of Georgetown.

State Revolving Fund: We continue to work through the process of completing the loan applications for funding for the Historic District Water Project (\$1,800,000) and the West End Sewer Rehabilitation Project (\$2,950,000). Both projects are budgeted in FY2018/2019.

Business License: This is Business License Renewal season. Renewal fees are due by May 15th. Business License revenues continue to be the second largest revenue source in the General Fund.

HTAX/ATAX: The next HTAX/ATAX committee meeting is scheduled for June 26, 2018 at 4:00pm at the Police Department Training Room. Funding recommendations will be presented to Council thereafter.

Upcoming Procurement Projects:

- Drainage Project (Phase I & Phase II)
- Peak Shaving Project
- North Side Water Storage Tank
- Constitution Park Bulkhead Project
- LED Street Light Project

Attached are the Budget Performance Reports for April 2018.

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	1,259,207.02	945,717.99	1,313,489.03	CDBG #4-CI-15-012	
2	Federal Highway Administration	East Bay Park Recreational Trail (SCPRT)	77,758.60	19,439.65	70,003.60	27,194.65	P28051500715	
3	SC Department of Commerce	Ladder Fire Truck	500,000.00	377,987.00	22,000.00	855,987.00	CDBG #4-CE-16-003	
<u>STATE GRANTS</u>								
4	SC Rural Infrastructure Authority	N. Congdon St & CSX Drainage Ditch Improvement Project	159,365.00	133,720.00	154,916.31	138,168.69	#R-16-1094	
5	SC Parks, Recreation, & Tourism	East Bay Park Recreational Trail - Phase I (SCPARD)	41,003.52	10,250.88	51,254.40	-	2018101	
6	SC Muni Insurance Trust	2018 Public Works Equipment	2,000.00	2,000.00	4,000.00	-	-	Closed
7	SC Muni Insurance Trust	2018 Fire Equipment	2,000.00	2,000.00	1,680.57	2,319.43	-	
<u>OTHER GRANTS</u>								
8	Palmetto Pride	Keep South Carolina Beautiful 2018	7,821.00	-	1,350.22	6,470.78	-	
9	Palmetto Pride	Community Pride Grant 2018	8,000.00	-	8,000.00	-	-	Closed
TOTAL			1,797,948.12	1,804,604.55	1,258,923.09	2,343,629.58		

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2017/2018

Account #0010-00-391-001

G/L Date	Gov Deal #	Asset #	Dept.	Description	Amount	Sales Tax	Total Proceeds	GovDeals Fee	Notations
-	507	12191	Finance	APC Symetra LX Battery	-	-	-	-	no bids
7/27/2017	509	-	Fire	File Lateral Cabinet (5 drawer)	20.00	1.40	23.90	2.50	Charlie Lee; Rec. # 2018-00091
				Total July	20.00	1.40	23.90	2.50	
08/16/17	508	12160	Fire	Fire Boat Pump	195.00	13.65	223.27	14.62	William Newkirk; Rec. #2018-7039
				Total August	195.00	13.65	223.27	14.62	
-	-	-	-	No Activity	-	-	-	-	-
				Total September	-	-	-	-	
-	-	-	-	No Activity	-	-	-	-	-
				Total October	-	-	-	-	
-	510	-	Finance	Glass Countertop	-	-	-	-	no bids
				Total November	-	-	-	-	
-	-	-	-		-	-	-	-	-
				Total December	-	-	-	-	
01/12/18	511	-	Wastewater	File Cabinets index card style	87.01	6.09	93.10	6.53	William Brown; Rec. # 2018-31811
				Total January	87.01	6.09	93.10	6.53	
-	-	-	-	-	-	-	-	-	-
				Total February	-	-	-	-	
03/01/18	512	-	Fire	Honda Generator	171.00	11.97	195.79	12.82	Matt Robinson; Rec # 2018-39939
				Total March	171.00	11.97	195.79	12.82	
04/11/18	513	-	Fire	BASR2 Refrigerator	151.00	10.57	172.89	11.32	Zachary Simpson; 2018-44198
				Total April	151.00	10.57	172.89	11.32	
-	-	-	-		-	-	-	-	-
				Total May	-	-	-	-	
-	-	-	-		-	-	-	-	-
				Total June	-	-	-	-	
-	-	-	-		-	-	-	-	-
				TOTAL PER G/L	624.01	43.68	708.95	47.79	

*As of Dec. 2016 the GovDeals Fee is included in the customers total. Therefore, the customer is responsible for the fee (Administrative Fee).



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
335.001	Local Government Fund	185,000.00	51,740.99	.00	155,222.97	29,777.03	84	
351.007	Sunday Liquor Sales	15,000.00	.00	.00	1,750.00	13,250.00	12	
	State Shared Totals	\$488,978.00	\$85,972.67	\$0.00	\$267,145.18	\$221,832.82	55%	
	Local Grants							
332.008	Other Local Grants	8,000.00	.00	.00	7,821.00	179.00	98	
	Local Grants Totals	\$8,000.00	\$0.00	\$0.00	\$7,821.00	\$179.00	98%	
	Federal Grants							
335.004	Fema Recovery	75,000.00	.00	.00	65,041.91	9,958.09	87	
	Federal Grants Totals	\$75,000.00	\$0.00	\$0.00	\$65,041.91	\$9,958.09	87%	
	Investment Earnings							
361.001	Investment Earnings	30,000.00	10,302.72	.00	37,564.79	(7,564.79)	125	
	Investment Earnings Totals	\$30,000.00	\$10,302.72	\$0.00	\$37,564.79	(\$7,564.79)	125%	
	Miscellaneous							
362.000	Rents and Royalties	24,000.00	.00	.00	28,301.87	(4,301.87)	118	
364.001	Steel Mill FILOT	.00	.00	.00	17,125.48	(17,125.48)	+++	
368.000	Work Comp Reimbursement	600.00	1,102.80	.00	15,718.88	(15,118.88)	2620	
369.000	Cash Over & Short	.00	.00	.00	94.45	(94.45)	+++	
369.002	Miscellaneous Revenue	3,000.00	1,113.00	.00	20,899.05	(17,899.05)	697	
369.003	Insurance Proceeds	15,000.00	.00	.00	23,071.15	(8,071.15)	154	
369.005	Set-off Debt Collection Fees	1,500.00	.00	.00	828.94	671.06	55	
369.013	Returned Check Fees	4,500.00	240.00	.00	2,670.00	1,830.00	59	
	Miscellaneous Totals	\$48,600.00	\$2,455.80	\$0.00	\$108,709.82	(\$60,109.82)	224%	
	Operating Transfers In							
392.001	From Electric Fund	1,400,000.00	116,666.63	.00	1,166,666.30	233,333.70	83	
392.003	From Accom Tax Fund	29,000.00	1,013.30	.00	28,286.13	713.87	98	
392.009	From Hospitality Fund	108,000.00	9,000.00	.00	90,000.00	18,000.00	83	
394.002	Transfer from fund balance	86,864.00	.00	.00	.00	86,864.00	0	
	Operating Transfers In Totals	\$1,623,864.00	\$126,679.93	\$0.00	\$1,284,952.43	\$338,911.57	79%	
	Financing Proceeds							
393.003	GO Bond Proceeds	2,000,000.00	.00	.00	.00	2,000,000.00	0	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Financing Proceeds Totals	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	0%
	Sale of Assets						
391.001	Sale of Assets	5,000.00	138.18	.00	537.00	4,463.00	11
	Sale of Assets Totals	\$5,000.00	\$138.18	\$0.00	\$537.00	\$4,463.00	11%
	Department 00 - Revenue Totals	\$10,754,409.00	\$677,564.12	\$0.00	\$5,643,040.97	\$5,111,368.03	52%
	REVENUE TOTALS	\$10,754,409.00	\$677,564.12	\$0.00	\$5,643,040.97	\$5,111,368.03	52%
	EXPENSE						
	Department 01 - Administration						
	Personal Services						
400.101	Regular Pay	340,000.00	37,475.52	.00	307,021.79	32,978.21	90
401.103	Overtime	5,000.00	(125.15)	.00	3,328.43	1,671.57	67
405.114	FICA	27,539.00	2,842.10	.00	23,280.35	4,258.65	85
406.116	Retirement	39,970.00	3,916.96	.00	37,971.25	1,998.75	95
408.125	SCMIT Worker's Comp Ins.	4,500.00	.00	.00	7,391.38	(2,891.38)	164
410.001	Health Claims Cost	26,000.00	1,569.12	.00	15,429.68	10,570.32	59
	Personal Services Totals	\$443,009.00	\$45,678.55	\$0.00	\$394,422.88	\$48,586.12	89%
	Supplies						
500.101	Supplies and Materials	5,000.00	513.47	.00	5,521.98	(521.98)	110
500.102	Equipment	2,000.00	.00	.00	810.59	1,189.41	41
500.103	Furniture	8,500.00	.00	.00	.00	8,500.00	0
500.105	Printing and Binding	100.00	.00	.00	2,997.81	(2,897.81)	2998
	Supplies Totals	\$15,600.00	\$513.47	\$0.00	\$9,330.38	\$6,269.62	60%
	Other Services & Charges						
610.111	Communications- Landline	6,000.00	419.23	.00	4,668.56	1,331.44	78
610.112	Postage	1,000.00	21.45	.00	1,018.87	(18.87)	102
610.1110	Communications- Wireless	3,800.00	267.52	.00	2,484.34	1,315.66	65
620.114	Advertising	300.00	.00	.00	884.00	(584.00)	295
640.124	Travel Expense	7,750.00	502.99	.00	4,466.65	3,283.35	58
650.127	Electricity	5,954.00	654.12	.00	4,933.06	1,020.94	83
650.128	Water	1,128.00	96.23	.00	544.79	583.21	48

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Other Services & Charges Totals	\$0.00	\$0.00	\$0.00	\$11.56	(\$11.56)	+++
	Sub Department 28 - Safe Streets Totals	\$0.00	\$0.00	\$0.00	\$11.56	(\$11.56)	+++
	Department 05 - Police Totals	\$3,296,519.00	\$265,587.02	\$89,219.62	\$2,640,840.29	\$566,459.09	83%
	Department 09 - Housing and Community Dev.						
	Personal Services						
400.101	Regular Pay	219,388.00	16,915.30	.00	187,029.92	32,358.08	85
401.103	Overtime	3,000.00	(199.90)	.00	1,825.91	1,174.09	61
405.114	FICA	15,755.00	1,212.44	.00	13,591.19	2,163.81	86
406.116	Retirement	26,692.00	2,262.30	.00	22,818.52	3,873.48	85
408.125	SCMIT Worker's Comp Ins.	2,200.00	.00	.00	3,126.74	(926.74)	142
410.001	Health Claims Cost	49,126.00	2,884.00	.00	28,302.40	20,823.60	58
	Personal Services Totals	\$316,161.00	\$23,074.14	\$0.00	\$256,694.68	\$59,466.32	81%
	Supplies						
500.101	Supplies and Materials	2,411.00	.00	.00	2,191.97	219.03	91
500.102	Equipment	3,627.00	18.15	.00	725.29	2,901.71	20
500.103	Furniture	200.00	.00	.00	46.00	154.00	23
500.105	Printing and Binding	2,030.00	.00	.00	993.67	1,036.33	49
	Supplies Totals	\$8,268.00	\$18.15	\$0.00	\$3,956.93	\$4,311.07	48%
	Other Services & Charges						
610.111	Communications- Landline	1,500.00	128.34	.00	1,435.14	64.86	96
610.112	Postage	1,500.00	81.37	.00	920.93	579.07	61
610.1110	Communications- Wireless	1,500.00	162.51	.00	1,465.89	34.11	98
620.114	Advertising	2,041.00	263.75	.00	1,297.25	743.75	64
640.124	Travel Expense	574.00	.00	.00	970.79	(396.79)	169
650.127	Electricity	3,403.00	373.78	.00	2,818.90	584.10	83
650.128	Water	645.00	54.99	.00	373.65	271.35	58
650.129	Wastewater	850.00	72.77	.00	499.90	350.10	59
650.130	Sanitation	367.00	44.91	.00	449.10	(82.10)	122
650.133	Stormwater	213.00	32.31	.00	323.10	(110.10)	152
650.134	Security Lights	973.00	90.00	.00	900.00	73.00	92

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Other Objects Totals	\$10,050.00	\$1,198.34	\$0.00	\$12,128.56	(\$2,078.56)	121%
	Department 10 - Municipal Court Totals	\$189,525.00	\$16,650.74	\$0.00	\$168,847.92	\$20,677.08	89%
	Department 11 - Fire						
	Personal Services						
400.101	Regular Pay	1,140,000.00	98,927.92	.00	1,053,126.27	86,873.73	92
401.103	Overtime	90,000.00	12,282.42	.00	90,739.55	(739.55)	101
402.111	Volunteer Employees	7,000.00	540.00	.00	7,980.00	(980.00)	114
405.114	FICA	88,236.00	7,582.04	.00	79,981.61	8,254.39	91
406.116	Retirement	184,431.00	17,266.21	.00	168,881.69	15,549.31	92
408.125	SCMIT Worker's Comp Ins.	35,000.00	25.59	.00	55,778.69	(20,778.69)	159
410.001	Health Claims Cost	266,987.00	19,180.16	.00	192,550.12	74,436.88	72
410.002	Health Claim Costs-Retire	39,353.00	9,341.28	.00	50,661.00	(11,308.00)	129
	Personal Services Totals	\$1,851,007.00	\$165,145.62	\$0.00	\$1,699,698.93	\$151,308.07	92%
	Supplies						
500.101	Supplies and Materials	18,000.00	1,938.46	.00	17,018.44	981.56	95
500.102	Equipment	41,000.00	5,590.24	2,291.94	19,895.29	18,812.77	54
500.103	Furniture	2,000.00	298.69	.00	2,228.77	(228.77)	111
500.105	Printing and Binding	1,000.00	.00	.00	82.51	917.49	8
500.107	Technology Supplies	5,000.00	1,714.55	.00	5,347.14	(347.14)	107
501.101	Uniforms and Clothing	28,900.00	6,200.34	114.47	15,850.69	12,934.84	55
515.121	Safety Supplies	5,000.00	1,607.23	.00	2,611.34	2,388.66	52
515.128	Medical Supplies	10,000.00	293.32	.00	8,142.26	1,857.74	81
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	.00	3,570.25	6,429.75	36
	Supplies Totals	\$120,900.00	\$17,642.83	\$2,406.41	\$74,746.69	\$43,746.90	64%
	Other Services & Charges						
610.111	Communications- Landline	6,500.00	522.23	.00	5,295.12	1,204.88	81
610.112	Postage	500.00	46.87	.00	452.45	47.55	90
610.1110	Communications- Wireless	28,200.00	2,934.40	22,357.51	27,744.59	(21,902.10)	178
620.114	Advertising	750.00	.00	.00	409.50	340.50	55
630.121	Fire Prevention Materials	9,054.00	1,796.06	.00	7,625.95	1,428.05	84

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Other Services & Charges Totals	\$215,792.00	\$16,177.31	\$138,976.33	\$193,607.75	(\$116,792.08)	154%
	Other Objects						
795.001	IT Internal Allocations	(334,997.00)	(23,008.20)	.00	(229,161.13)	(105,835.87)	68
	Other Objects Totals	(\$334,997.00)	(\$23,008.20)	\$0.00	(\$229,161.13)	(\$105,835.87)	68%
	Capital Outlay						
900.3950	Computer Software	7,000.00	.00	.00	9,986.25	(2,986.25)	143
900.4300	Other Equipment	5,000.00	.00	.00	.00	5,000.00	0
	Capital Outlay Totals	\$12,000.00	\$0.00	\$0.00	\$9,986.25	\$2,013.75	83%
	Department 13 - Information Technology Totals	\$429.00	\$1,554.77	\$138,976.33	\$61,353.09	(\$199,900.42)	46697%
	Department 14 - Fleet Services						
	Personal Services						
400.101	Regular Pay	118,486.00	7,512.13	.00	84,203.70	34,282.30	71
401.103	Overtime	4,000.00	.00	.00	1,007.11	2,992.89	25
405.114	FICA	8,578.00	546.22	.00	6,075.70	2,502.30	71
406.116	Retirement	14,858.00	999.94	.00	10,047.60	4,810.40	68
408.125	SCMIT Worker's Comp Ins.	7,000.00	.00	.00	5,529.38	1,470.62	79
410.001	Health Claims Cost	26,167.00	985.04	.00	11,947.72	14,219.28	46
410.002	Health Claim Costs-Retire	.00	2,182.00	.00	3,332.16	(3,332.16)	+++
	Personal Services Totals	\$179,089.00	\$12,225.33	\$0.00	\$122,143.37	\$56,945.63	68%
	Supplies						
500.101	Supplies and Materials	9,000.00	571.16	.00	5,913.42	3,086.58	66
500.102	Equipment	1,500.00	.00	.00	1,057.40	442.60	70
500.105	Printing and Binding	500.00	.00	.00	312.06	187.94	62
501.101	Uniforms and Clothing	5,300.00	233.08	.00	3,298.95	2,001.05	62
515.121	Safety Supplies	1,000.00	.00	.00	692.30	307.70	69
	Supplies Totals	\$17,300.00	\$804.24	\$0.00	\$11,274.13	\$6,025.87	65%
	Other Services & Charges						
610.111	Communications- Landline	1,500.00	113.40	.00	1,281.29	218.71	85
610.112	Postage	100.00	.00	.00	.00	100.00	0
610.1110	Communications- Wireless	800.00	54.17	.00	528.74	271.26	66

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	Capital Outlay							
900.3000	Buildings & Improvements	5,000.00	.00	.00	.00	5,000.00	0	
	Capital Outlay Totals	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	
	Department 20 - General Government Totals	\$545,377.00	\$42,522.81	\$61,444.02	\$569,439.17	(\$85,506.19)	116%	
	EXPENSE TOTALS	\$10,689,469.00	\$913,757.29	\$722,897.65	\$8,795,170.45	\$1,171,400.90	89%	
	Fund 0010 - General Fund Totals							
	REVENUE TOTALS	10,754,409.00	677,564.12	.00	5,643,040.97	5,111,368.03	52%	
	EXPENSE TOTALS	10,689,469.00	913,757.29	722,897.65	8,795,170.45	1,171,400.90	89%	
	Fund 0010 - General Fund Totals	\$64,940.00	(\$236,193.17)	(\$722,897.65)	(\$3,152,129.48)	\$3,939,967.13		
	Fund 0012 - Capital Projects Reserve Fund							
	REVENUE							
	Department 00 - Revenue							
	Capital Contributions							
371.002	Capital Contrib-Grants	450,000.00	.00	.00	.00	450,000.00	0	
	Capital Contributions Totals	\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	
	Department 00 - Revenue Totals	\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	
	REVENUE TOTALS	\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	
	EXPENSE							
	Supplies							
501.101	Uniforms and Clothing	.00	.00	.00	(494.10)	494.10	+++	
	Supplies Totals	\$0.00	\$0.00	\$0.00	(\$494.10)	\$494.10	+++	
	Department 00 - Revenue							
	Other Services & Charges							
686.1911	Grants	.00	.00	.00	(10,000.00)	10,000.00	+++	
	Other Services & Charges Totals	\$0.00	\$0.00	\$0.00	(\$10,000.00)	\$10,000.00	+++	
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	(\$10,000.00)	\$10,000.00	+++	
	Department 26 - Special Projects							
	Capital Outlay							
900.903	Sidewalk Program	100,000.00	8,700.00	12,800.00	8,700.00	78,500.00	22	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
900.904	Street Re-Surfacing Program	25,000.00	.00	.00	.00	25,000.00	0	
900.918	Ladder One	800,000.00	.00	855,987.00	10,000.00	(65,987.00)	108	
900.3000	Buildings & Improvements	40,000.00	.00	9,950.00	17,900.00	12,150.00	70	
900.4100	Vehicles	58,000.00	.00	56,291.00	56,325.00	(54,616.00)	194	
900.4300	Other Equipment	119,808.00	.00	23,606.34	85,521.01	10,680.65	91	
900.6000	Other Improvements	.00	.00	.00	4,732.20	(4,732.20)	+++	
	Capital Outlay Totals	\$1,142,808.00	\$8,700.00	\$958,634.34	\$183,178.21	\$995.45	100%	
	Department 26 - Special Projects Totals	\$1,142,808.00	\$8,700.00	\$958,634.34	\$183,178.21	\$995.45	100%	
	EXPENSE TOTALS	\$1,142,808.00	\$8,700.00	\$958,634.34	\$172,684.11	\$11,489.55	99%	
	Fund 0012 - Capital Projects Reserve Fund Totals							
	REVENUE TOTALS	450,000.00	.00	.00	.00	450,000.00	0%	
	EXPENSE TOTALS	1,142,808.00	8,700.00	958,634.34	172,684.11	11,489.55	99%	
	Fund 0012 - Capital Projects Reserve Fund Totals	(\$692,808.00)	(\$8,700.00)	(\$958,634.34)	(\$172,684.11)	\$438,510.45		
	Fund 0017 - Federal Grants							
	REVENUE							
	Department 00 - Revenue							
	Federal Grants							
331.000	Federal Grants	.00	.00	.00	12,879.30	(12,879.30)	+++	
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	
	EXPENSE							
	Department 69 - Federal Grants							
	Other Services & Charges							
686.191	Contract Services/Studies	.00	.00	(4,840.01)	8,035.00	(3,194.99)	+++	
	Other Services & Charges Totals	\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	
	Department 69 - Federal Grants Totals	\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	
	EXPENSE TOTALS	\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 0017 - Federal Grants Totals							
	REVENUE TOTALS	.00	.00	.00	12,879.30	(12,879.30)	+++
	EXPENSE TOTALS	.00	.00	(4,840.01)	8,035.00	(3,194.99)	+++
Fund 0017 - Federal Grants Totals		\$0.00	\$0.00	\$4,840.01	\$4,844.30	(\$9,684.31)	
Fund 0020 - State Accommodations Tax							
	REVENUE						
	Department 00 - Revenue						
	State Shared						
318.001	Accommodations Tax	110,000.00	20,266.02	.00	90,722.43	19,277.57	82
	State Shared Totals	\$110,000.00	\$20,266.02	\$0.00	\$90,722.43	\$19,277.57	82%
	Investment Earnings						
361.001	Investment Earnings	500.00	.00	.00	949.24	(449.24)	190
	Investment Earnings Totals	\$500.00	\$0.00	\$0.00	\$949.24	(\$449.24)	190%
	Department 00 - Revenue Totals	\$110,500.00	\$20,266.02	\$0.00	\$91,671.67	\$18,828.33	83%
	REVENUE TOTALS	\$110,500.00	\$20,266.02	\$0.00	\$91,671.67	\$18,828.33	83%
	EXPENSE						
	Department 33 - State Accommodations Tax						
	Other Services & Charges						
620.114	Advertising	2,000.00	58.00	.00	58.00	1,942.00	3
683.173	Tourism Related	55,500.00	.00	.00	46,851.27	8,648.73	84
683.174	Tourism Advertise/Promote	24,000.00	.00	.00	13,636.92	10,363.08	57
	Other Services & Charges Totals	\$81,500.00	\$58.00	\$0.00	\$60,546.19	\$20,953.81	74%
	Other Objects						
750.124	Transfers to General Fund	29,000.00	1,013.30	.00	28,286.13	713.87	98
	Other Objects Totals	\$29,000.00	\$1,013.30	\$0.00	\$28,286.13	\$713.87	98%
	Department 33 - State Accommodations Tax Totals	\$110,500.00	\$1,071.30	\$0.00	\$88,832.32	\$21,667.68	80%
	EXPENSE TOTALS	\$110,500.00	\$1,071.30	\$0.00	\$88,832.32	\$21,667.68	80%
Fund 0020 - State Accommodations Tax Totals							
	REVENUE TOTALS	110,500.00	20,266.02	.00	91,671.67	18,828.33	83%

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
EXPENSE TOTALS		110,500.00	1,071.30	.00	88,832.32	21,667.68	80%
Fund 0020 - State Accommodations Tax Totals		\$0.00	\$19,194.72	\$0.00	\$2,839.35	(\$2,839.35)	
Fund 0022 - Local Hospitality/ATax							
REVENUE							
Department 00 - Revenue							
Fees							
324.001	Hospitality Fee	680,000.00	62,589.12	.00	583,909.23	96,090.77	86
324.002	Accommodation Fees	190,000.00	26,262.78	.00	180,021.14	9,978.86	95
Fees Totals		\$870,000.00	\$88,851.90	\$0.00	\$763,930.37	\$106,069.63	88%
State Grants							
332.015	DBA State Grant	.00	.00	.00	30,000.00	(30,000.00)	+++
State Grants Totals		\$0.00	\$0.00	\$0.00	\$30,000.00	(\$30,000.00)	+++
Federal Grants							
331.000	Federal Grants	.00	.00	.00	3,829.00	(3,829.00)	+++
Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$3,829.00	(\$3,829.00)	+++
Investment Earnings							
361.001	Investment Earnings	5,000.00	.00	.00	14,761.70	(9,761.70)	295
Investment Earnings Totals		\$5,000.00	\$0.00	\$0.00	\$14,761.70	(\$9,761.70)	295%
Operating Transfers In							
394.002	Transfer from fund balance	1,007,630.00	.00	.00	.00	1,007,630.00	0
Operating Transfers In Totals		\$1,007,630.00	\$0.00	\$0.00	\$0.00	\$1,007,630.00	0%
Department 00 - Revenue Totals		\$1,882,630.00	\$88,851.90	\$0.00	\$812,521.07	\$1,070,108.93	43%
REVENUE TOTALS		\$1,882,630.00	\$88,851.90	\$0.00	\$812,521.07	\$1,070,108.93	43%
EXPENSE							
Department 08 - Winyah Auditorium							
Other Services & Charges							
650.127	Electricity	7,368.00	.00	.00	5,618.89	1,749.11	76
Other Services & Charges Totals		\$7,368.00	\$0.00	\$0.00	\$5,618.89	\$1,749.11	76%
Department 08 - Winyah Auditorium Totals		\$7,368.00	\$0.00	\$0.00	\$5,618.89	\$1,749.11	76%
Department 23 - Old Hospitality Fees							

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	Investment Earnings							
306.001	Investment Earnings	35,000.00	4,667.29	.00	43,037.38	(8,037.38)	123	
	Investment Earnings Totals	\$35,000.00	\$4,667.29	\$0.00	\$43,037.38	(\$8,037.38)	123%	
	Miscellaneous							
301.001	Revenue from Energu Efficiency Program	45,000.00	6,393.26	.00	(555.04)	45,555.04	-1	
307.002	Sale Of Scrap	500.00	.00	.00	.00	500.00	0	
369.002	Miscellaneous Revenue	2,000.00	49,737.17	.00	98,515.86	(96,515.86)	4926	
	Miscellaneous Totals	\$47,500.00	\$56,130.43	\$0.00	\$97,960.82	(\$50,460.82)	206%	
	Operating Transfers In							
394.002	Transfer from fund balance	(149,732.00)	.00	.00	.00	(149,732.00)	0	
	Operating Transfers In Totals	(\$149,732.00)	\$0.00	\$0.00	\$0.00	(\$149,732.00)	0%	
	Department 00 - Revenue Totals	\$12,980,693.00	\$1,085,222.81	\$0.00	\$10,607,370.85	\$2,373,322.15	82%	
	REVENUE TOTALS	\$12,980,693.00	\$1,085,222.81	\$0.00	\$10,607,370.85	\$2,373,322.15	82%	
	EXPENSE							
	Department 19 - Electric							
	Personal Services							
400.101	Regular Pay	719,850.00	47,649.61	.00	499,721.77	220,128.23	69	
401.103	Overtime	25,000.00	127.23	.00	4,138.64	20,861.36	17	
401.105	On-call pay	10,400.00	800.00	.00	8,400.00	2,000.00	81	
401.106	Contract Labor	440,000.00	37,662.50	419,240.81	45,259.19	(24,500.00)	106	
405.114	FICA	48,878.00	3,505.16	.00	36,892.06	11,985.94	75	
406.116	Retirement	78,300.00	6,442.40	.00	61,702.29	16,597.71	79	
408.125	SCMIT Worker's Comp Ins.	38,000.00	.00	.00	55,150.63	(17,150.63)	145	
410.001	Health Claims Cost	110,000.00	7,364.08	.00	76,056.40	33,943.60	69	
410.002	Health Claim Costs-Retire	27,000.00	7,196.82	.00	26,234.15	765.85	97	
410.003	OPEB cost	11,500.00	.00	.00	.00	11,500.00	0	
	Personal Services Totals	\$1,508,928.00	\$110,747.80	\$419,240.81	\$813,555.13	\$276,132.06	82%	
	Supplies							
500.101	Supplies and Materials	15,300.00	2,343.00	.00	18,162.69	(2,862.69)	119	
500.102	Equipment	6,500.00	575.68	.00	2,882.59	3,617.41	44	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
660.133	Repairs & Maint. Services	25,000.00	168.04	.00	12,071.38	12,928.62	48	
660.139	Fleet Services Materials	16,000.00	1,269.08	.00	19,783.48	(3,783.48)	124	
660.140	Hydraulic Repair	12,000.00	.00	.00	8,313.65	3,686.35	69	
660.145	Gasoline & Oil	18,000.00	3,610.13	.00	17,369.40	630.60	96	
660.1391	Fleet Services Labor	20,000.00	1,295.34	.00	15,189.82	4,810.18	76	
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	
663.145	Sub-Station Maintenance	3,000.00	.00	.00	1,278.15	1,721.85	43	
663.146	Transformers Repairs	6,000.00	.00	.00	.00	6,000.00	0	
664.101	Community Education	1,500.00	.00	.00	.00	1,500.00	0	
670.156	Equipment Rental/Lease	3,800.00	218.13	.00	2,073.10	1,726.90	55	
670.157	Equipment Lease	156,600.00	52,620.88	181,872.08	261,591.30	(286,863.38)	283	
682.170	Infrared Test	800.00	.00	.00	590.00	210.00	74	
682.171	Safety Testing/Compliance	3,500.00	102.29	.00	946.26	2,553.74	27	
682.172	Ground Maint. Expenses	1,000.00	.00	.00	.00	1,000.00	0	
682.173	Tree Crew Maintenance	14,000.00	14.36	.00	5,843.53	8,156.47	42	
685.180	Membership Dues and Fees	16,915.00	53.93	.00	8,557.67	8,357.33	51	
685.182	Other Operating Expenses	22,000.00	2,218.34	.00	29,596.10	(7,596.10)	135	
685.183	Depreciation	452,551.00	33,459.73	.00	334,039.63	118,511.37	74	
685.186	Training	11,800.00	.00	.00	6,252.96	5,547.04	53	
685.187	Special Projects	2,500.00	.00	.00	.00	2,500.00	0	
685.190	Landfill Fees	1,500.00	256.45	.00	1,404.70	95.30	94	
685.1801	Subscriptions	40.00	.00	.00	.00	40.00	0	
685.1821	Hurricane/Storm Expense	.00	.00	.00	4,740.72	(4,740.72)	+++	
686.186	Legal Services	10,000.00	.00	.00	.00	10,000.00	0	
686.187	Professional Services	11,700.00	732.58	19,615.74	7,142.03	(15,057.77)	229	
686.188	Architect/Engineer Servcs	25,000.00	4,273.11	.00	11,082.53	13,917.47	44	
686.189	Employee Medical	700.00	45.00	.00	497.00	203.00	71	
686.190	Consulting Services	20,000.00	.00	14,615.10	.00	5,384.90	73	
686.191	Contract Services/Studies	3,600.00	94.57	.00	1,206.19	2,393.81	34	
686.194	Other Prof/Tech Services	.00	.00	.00	2,500.00	(2,500.00)	+++	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18
Exclude Rollup Account

[illegible]



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	EXPENSE TOTALS	\$12,980,693.00	\$1,002,348.01	\$1,517,341.36	\$10,633,981.51	\$829,370.13	94%
	Fund 0030 - Electric Utility Fund Totals						
	REVENUE TOTALS	12,980,693.00	1,085,222.81	.00	10,607,370.85	2,373,322.15	82%
	EXPENSE TOTALS	12,980,693.00	1,002,348.01	1,517,341.36	10,633,981.51	829,370.13	94%
	Fund 0030 - Electric Utility Fund Totals	\$0.00	\$82,874.80	(\$1,517,341.36)	(\$26,610.66)	\$1,543,952.02	
	Fund 0031 - Water Utility Fund						
	REVENUE						
	Department 00 - Revenue						
	Operating Revenues						
301.000	Sale Of Utilities	2,014,135.00	183,192.87	.00	2,282,145.00	(268,010.00)	113
301.002	New Turn Ons	3,000.00	355.00	.00	2,815.00	185.00	94
301.009	New Service Taps	11,000.00	.00	.00	3,025.00	7,975.00	28
301.013	Meter Installation	1,500.00	.00	.00	750.00	750.00	50
302.001	Penalties	28,000.00	1,951.22	.00	29,865.77	(1,865.77)	107
	Operating Revenues Totals	\$2,057,635.00	\$185,499.09	\$0.00	\$2,318,600.77	(\$260,965.77)	113%
	Impact Fees						
324.020	Water Impact Fee	6,000.00	.00	.00	11,735.00	(5,735.00)	196
	Impact Fees Totals	\$6,000.00	\$0.00	\$0.00	\$11,735.00	(\$5,735.00)	196%
	Charges for Services						
324.007	Fees- Services	2,000.00	.00	.00	.00	2,000.00	0
	Charges for Services Totals	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
	Federal Grants						
335.004	Fema Recovery	32,000.00	.00	.00	43,056.46	(11,056.46)	135
	Federal Grants Totals	\$32,000.00	\$0.00	\$0.00	\$43,056.46	(\$11,056.46)	135%
	Investment Earnings						
306.001	Investment Earnings	15,000.00	3,823.03	.00	28,291.73	(13,291.73)	189
	Investment Earnings Totals	\$15,000.00	\$3,823.03	\$0.00	\$28,291.73	(\$13,291.73)	189%
	Miscellaneous						
369.002	Miscellaneous Revenue	5,000.00	7,127.00	.00	12,042.03	(7,042.03)	241

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Miscellaneous Totals	\$5,000.00	\$7,127.00	\$0.00	\$12,042.03	(\$7,042.03)	241%
	Operating Transfers In						
394.002	Transfer from fund balance	391,976.00	.00	.00	.00	391,976.00	0
	Operating Transfers In Totals	\$391,976.00	\$0.00	\$0.00	\$0.00	\$391,976.00	0%
	Sale of Assets						
391.001	Sale of Assets	500.00	.00	.00	87.01	412.99	17
	Sale of Assets Totals	\$500.00	\$0.00	\$0.00	\$87.01	\$412.99	17%
	Department 00 - Revenue Totals	\$2,510,111.00	\$196,449.12	\$0.00	\$2,413,813.00	\$96,298.00	96%
	REVENUE TOTALS	\$2,510,111.00	\$196,449.12	\$0.00	\$2,413,813.00	\$96,298.00	96%
	EXPENSE						
	Department 15 - Water Distribution						
	Personal Services						
400.101	Regular Pay	178,000.00	12,226.16	.00	125,108.62	52,891.38	70
401.103	Overtime	12,000.00	674.68	.00	8,485.07	3,514.93	71
401.105	On-call pay	5,200.00	400.00	.00	4,200.00	1,000.00	81
405.114	FICA	15,460.00	968.09	.00	10,006.43	5,453.57	65
406.116	Retirement	25,000.00	1,742.43	.00	16,614.15	8,385.85	66
408.125	SCMIT Worker's Comp Ins.	7,000.00	.00	.00	10,927.12	(3,927.12)	156
410.001	Health Claims Cost	21,200.00	1,053.42	.00	12,571.04	8,628.96	59
410.002	Health Claim Costs-Retire	12,177.00	2,040.40	.00	11,079.76	1,097.24	91
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0
	Personal Services Totals	\$280,037.00	\$19,105.18	\$0.00	\$198,992.19	\$81,044.81	71%
	Supplies						
500.101	Supplies and Materials	5,060.00	327.90	.00	1,936.54	3,123.46	38
500.102	Equipment	10,350.00	2,498.87	.00	5,094.58	5,255.42	49
501.101	Uniforms and Clothing	4,550.00	220.20	.00	2,247.99	2,302.01	49
513.112	Asphalt/Concrete/Gravel	23,680.00	339.44	36,254.93	18,096.91	(30,671.84)	230
514.110	Water Dist System Supply	32,750.00	.00	.00	15,769.14	16,980.86	48
515.121	Safety Supplies	300.00	.00	.00	87.00	213.00	29
523.136	Hydrant Replacement	8,000.00	.00	.00	.00	8,000.00	0

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
532.148	Small Hand Tools	550.00	.00	.00	18.44	531.56	3	
	Supplies Totals	\$85,240.00	\$3,386.41	\$36,254.93	\$43,250.60	\$5,734.47	93%	
	Other Services & Charges							
515.129	Permit Fees Due To Others	870.00	100.00	.00	609.33	260.67	70	
600.110	SCMIRF Property/Liab Ins	20,000.00	.00	.00	18,481.54	1,518.46	92	
610.112	Postage	750.00	63.84	.00	579.83	170.17	77	
610.1110	Communications- Wireless	660.00	54.17	.00	488.63	171.37	74	
620.114	Advertising	750.00	.00	.00	136.50	613.50	18	
640.124	Travel Expense	948.00	.00	.00	.00	948.00	0	
650.127	Electricity	6,293.00	462.29	.00	5,814.50	478.50	92	
650.128	Water	22,857.00	1,315.46	.00	12,612.87	10,244.13	55	
650.129	Wastewater	17,832.00	673.18	.00	6,340.80	11,491.20	36	
650.130	Sanitation	692.00	55.96	.00	559.60	132.40	81	
650.133	Stormwater	2,660.00	393.88	.00	3,938.80	(1,278.80)	148	
650.1271	Electricity- Sales Tax	283.00	18.81	.00	300.27	(17.27)	106	
660.133	Repairs & Maint. Services	22,500.00	339.44	2,624.71	8,590.04	11,285.25	50	
660.139	Fleet Services Materials	9,000.00	1,808.12	.00	8,087.41	912.59	90	
660.145	Gasoline & Oil	7,000.00	452.92	.00	5,639.48	1,360.52	81	
660.1391	Fleet Services Labor	8,000.00	358.19	.00	5,312.07	2,687.93	66	
670.156	Equipment Rental/Lease	560.00	.00	.00	.00	560.00	0	
685.180	Membership Dues and Fees	360.00	.00	.00	230.00	130.00	64	
685.182	Other Operating Expenses	10,240.00	849.52	.00	8,161.04	2,078.96	80	
685.183	Depreciation	334,873.00	28,393.49	.00	284,025.51	50,847.49	85	
685.186	Training	2,210.00	.00	.00	3,722.97	(1,512.97)	168	
685.187	Special Projects	60,000.00	.00	29,600.00	.00	30,400.00	49	
685.1821	Hurricane/Storm Expense	.00	.00	.00	(62.28)	62.28	+++	
686.187	Professional Services	2,080.00	166.66	2,859.34	1,266.08	(2,045.42)	198	
686.189	Employee Medical	360.00	90.00	.00	210.00	150.00	58	
686.191	Contract Services/Studies	2,400.00	94.56	.00	1,206.17	1,193.83	50	
686.195	Repair/Maint Svc Contract	1,440.00	.00	.00	510.50	929.50	35	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)

Date Range 07/01/17 - 04/30/18
Exclude Rollup Account



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
660.139	Fleet Services Materials	4,000.00	119.84	.00	1,736.82	2,263.18	43	
660.145	Gasoline & Oil	1,200.00	470.81	.00	2,273.31	(1,073.31)	189	
660.1391	Fleet Services Labor	1,800.00	168.88	.00	2,139.93	(339.93)	119	
670.156	Equipment Rental/Lease	2,960.00	162.81	.00	1,896.02	1,063.98	64	
685.180	Membership Dues and Fees	1,235.00	35.00	.00	1,120.00	115.00	91	
685.182	Other Operating Expenses	500.00	72.76	.00	229.70	270.30	46	
685.183	Depreciation	190.00	397.16	.00	1,302.49	(1,112.49)	686	
685.186	Training	660.00	.00	.00	.00	660.00	0	
686.187	Professional Services	1,425.00	.00	.00	.00	1,425.00	0	
686.189	Employee Medical	60.00	.00	.00	.00	60.00	0	
686.195	Repair/Maint Svc Contract	3,160.00	347.52	.00	1,401.68	1,758.32	44	
686.1895	Employee wellness services	480.00	521.35	.00	2,300.96	(1,820.96)	479	
	Other Services & Charges Totals	\$68,790.00	\$3,302.19	\$4,075.00	\$59,139.26	\$5,575.74	92%	
	Other Objects							
795.001	IT Internal Allocations	80,000.00	6,950.40	.00	69,606.39	10,393.61	87	
	Other Objects Totals	\$80,000.00	\$6,950.40	\$0.00	\$69,606.39	\$10,393.61	87%	
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	(305,128.00)	(21,449.83)	.00	(246,509.94)	(58,618.06)	81	
	Inter-Dept. Allocations Totals	(\$305,128.00)	(\$21,449.83)	\$0.00	(\$246,509.94)	(\$58,618.06)	81%	
	Capital Outlay							
900.4100	Vehicles	27,500.00	.00	27,059.00	27,076.00	(26,635.00)	197	
9999.9999	Assets Reclassified	(27,500.00)	.00	.00	(27,076.00)	(424.00)	98	
	Capital Outlay Totals	\$0.00	\$0.00	\$27,059.00	\$0.00	(\$27,059.00)	+++	
	Department 41 - General & Administrative Totals	(\$447.00)	\$1,219.60	\$31,134.00	\$13,703.03	(\$45,284.03)	-10031%	
	Department 42 - Engineering Services							
	Personal Services							
400.101	Regular Pay	126,000.00	10,230.05	.00	105,517.74	20,482.26	84	
405.114	FICA	9,640.00	726.98	.00	7,493.98	2,146.02	78	
406.116	Retirement	14,700.00	1,362.88	.00	12,912.79	1,787.21	88	
408.125	SCMIT Worker's Comp Ins.	.00	.00	.00	1,523.82	(1,523.82)	+++	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	REVENUE TOTALS	2,510,111.00	196,449.12	.00	2,413,813.00	96,298.00	96%	
	EXPENSE TOTALS	2,510,111.00	185,425.56	1,797,761.36	2,012,484.99	(1,300,135.35)	152%	
	Fund 0031 - Water Utility Fund Totals	\$0.00	\$11,023.56	(\$1,797,761.36)	\$401,328.01	\$1,396,433.35		
	Fund 0032 - Wastewater Fund							
	REVENUE							
	Department 00 - Revenue							
	Operating Revenues							
301.000	Sale Of Utilities	2,379,256.00	214,414.14	.00	2,205,690.63	173,565.37	93	
301.002	New Turn Ons	3,300.00	335.00	.00	2,660.00	640.00	81	
301.009	New Service Taps	10,000.00	.00	.00	5,350.00	4,650.00	54	
301.014	Fixed Charges - Andrews	120,000.00	10,119.80	.00	101,198.00	18,802.00	84	
301.015	Fixed Charges - GCWSD	225,000.00	19,241.87	.00	192,418.70	32,581.30	86	
301.016	Fixed Charges - COG	300,000.00	27,651.27	.00	276,512.70	23,487.30	92	
301.017	Volume Charges - Andrews	280,000.00	9,774.91	.00	69,104.32	210,895.68	25	
301.018	Volume Charges - GCWSD	350,000.00	19,990.04	.00	205,340.94	144,659.06	59	
301.019	Volume Charges - COG	1,025,000.00	67,556.34	.00	895,484.42	129,515.58	87	
301.026	Fixed- Elim Georgetown	(300,000.00)	(27,651.27)	.00	(276,512.70)	(23,487.30)	92	
301.029	Volume-Elim-Georgetown	(1,025,000.00)	(67,556.34)	.00	(895,484.42)	(129,515.58)	87	
302.001	Penalties	35,000.00	2,306.81	.00	38,084.70	(3,084.70)	109	
303.006	Septic Tank Dumping	15,000.00	7,560.00	.00	53,920.00	(38,920.00)	359	
	Operating Revenues Totals	\$3,417,556.00	\$283,742.57	\$0.00	\$2,873,767.29	\$543,788.71	84%	
	Impact Fees							
324.017	Wastewater Impact Fee	7,000.00	.00	.00	4,250.00	2,750.00	61	
	Impact Fees Totals	\$7,000.00	\$0.00	\$0.00	\$4,250.00	\$2,750.00	61%	
	Investment Earnings							
306.001	Investment Earnings	3,300.00	.00	.00	4,915.56	(1,615.56)	149	
	Investment Earnings Totals	\$3,300.00	\$0.00	\$0.00	\$4,915.56	(\$1,615.56)	149%	
	Miscellaneous							
369.002	Miscellaneous Revenue	3,000.00	19.76	.00	1,804.11	1,195.89	60	
369.003	Insurance Proceeds	.00	.00	.00	4,272.92	(4,272.92)	+++	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Miscellaneous Totals	\$3,000.00	\$19.76	\$0.00	\$6,077.03	(\$3,077.03)	203%
	Operating Transfers In						
394.002	Transfer from fund balance	3,673.00	.00	.00	.00	3,673.00	0
	Operating Transfers In Totals	\$3,673.00	\$0.00	\$0.00	\$0.00	\$3,673.00	0%
	Department 00 - Revenue Totals	\$3,434,529.00	\$283,762.33	\$0.00	\$2,889,009.88	\$545,519.12	84%
	REVENUE TOTALS	\$3,434,529.00	\$283,762.33	\$0.00	\$2,889,009.88	\$545,519.12	84%
	EXPENSE						
	Department 18 - Wastewater Collections						
	Personal Services						
400.101	Regular Pay	240,083.00	14,910.78	.00	152,934.81	87,148.19	64
401.103	Overtime	12,000.00	(167.86)	.00	2,669.39	9,330.61	22
401.105	On-call pay	4,420.00	433.32	.00	4,099.86	320.14	93
405.114	FICA	15,411.00	1,049.44	.00	10,907.63	4,503.37	71
406.116	Retirement	24,758.00	2,036.35	.00	18,964.89	5,793.11	77
408.125	SCMIT Worker's Comp Ins.	10,000.00	.00	.00	18,233.80	(8,233.80)	182
410.001	Health Claims Cost	67,921.00	3,991.60	.00	40,609.00	27,312.00	60
410.002	Health Claim Costs-Retire	.00	994.24	.00	4,278.84	(4,278.84)	+++
410.003	OPEB cost	3,000.00	.00	.00	.00	3,000.00	0
	Personal Services Totals	\$377,593.00	\$23,247.87	\$0.00	\$252,698.22	\$124,894.78	67%
	Supplies						
500.101	Supplies and Materials	7,600.00	178.69	.00	3,126.99	4,473.01	41
500.102	Equipment	13,350.00	1,032.55	.00	4,551.10	8,798.90	34
500.103	Furniture	.00	.00	.00	139.99	(139.99)	+++
501.101	Uniforms and Clothing	9,920.00	107.04	.00	5,682.16	4,237.84	57
512.108	Chemicals	4,700.00	.00	.00	1,080.16	3,619.84	23
513.112	Asphalt/Concrete/Gravel	26,000.00	.00	43,229.66	12,242.07	(29,471.73)	213
514.111	WW Collection Syst Supply	6,400.00	.00	.00	1,813.89	4,586.11	28
515.121	Safety Supplies	900.00	.00	.00	687.00	213.00	76
532.148	Small Hand Tools	510.00	.00	.00	.00	510.00	0
532.1481	Small Hand Tools - Maintenance	700.00	.00	.00	98.40	601.60	14

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
	Supplies Totals	\$70,080.00	\$1,318.28	\$43,229.66	\$29,421.76	(\$2,571.42)	104%
	Other Services & Charges						
600.110	SCMIRF Property/Liab Ins	31,000.00	.00	.00	31,681.98	(681.98)	102
610.112	Postage	1,340.00	57.80	.00	524.96	815.04	39
610.1110	Communications- Wireless	2,160.00	183.04	.00	1,632.75	527.25	76
620.114	Advertising	1,000.00	.00	.00	644.35	355.65	64
640.124	Travel Expense	750.00	.00	.00	.00	750.00	0
650.127	Electricity	68,021.00	4,809.15	.00	64,446.40	3,574.60	95
650.133	Stormwater	628.00	800.95	.00	8,009.50	(7,381.50)	1275
650.134	Security Lights	1,309.00	121.00	.00	1,210.00	99.00	92
650.1271	Electricity- Sales Tax	2,709.00	201.41	.00	2,622.62	86.38	97
660.133	Repairs & Maint. Services	60,000.00	2,060.29	2,823.87	32,032.33	25,143.80	58
660.139	Fleet Services Materials	16,000.00	552.70	.00	20,771.08	(4,771.08)	130
660.145	Gasoline & Oil	20,000.00	2,561.68	.00	11,846.56	8,153.44	59
660.1391	Fleet Services Labor	24,000.00	1,071.47	.00	18,436.38	5,563.62	77
670.156	Equipment Rental/Lease	6,000.00	.00	.00	.00	6,000.00	0
685.180	Membership Dues and Fees	585.00	.00	.00	70.00	515.00	12
685.182	Other Operating Expenses	8,500.00	707.93	.00	7,385.61	1,114.39	87
685.183	Depreciation	318,991.00	22,013.71	.00	223,802.97	95,188.03	70
685.186	Training	1,400.00	.00	.00	.00	1,400.00	0
685.1821	Hurricane/Storm Expense	.00	.00	.00	3,562.03	(3,562.03)	+++
686.187	Professional Services	5,080.00	166.67	1,793.34	2,131.42	1,155.24	77
686.189	Employee Medical	480.00	.00	.00	45.00	435.00	9
686.191	Contract Services/Studies	2,460.00	94.59	.00	1,206.55	1,253.45	49
686.195	Repair/Maint Svc Contract	16,440.00	.00	15,000.00	510.52	929.48	94
686.199	Internal Engineering	13,000.00	1,410.81	.00	14,891.87	(1,891.87)	115
686.1895	Employee wellness services	3,000.00	550.18	.00	1,058.65	1,941.35	35
687.202	Utility Billing Services	6,000.00	713.31	.00	5,280.64	719.36	88
	Other Services & Charges Totals	\$610,853.00	\$38,076.69	\$19,617.21	\$453,804.17	\$137,431.62	78%
	Other Objects						

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	Department 34 - Regional Wastewater Plant Totals	\$2,153,495.00	\$199,976.67	\$302,118.33	\$1,849,001.11	\$2,375.56	100%	
	EXPENSE TOTALS	\$3,434,529.00	\$286,760.44	\$730,780.40	\$2,743,210.48	(\$39,461.88)	101%	
	Fund 0032 - Wastewater Fund Totals							
	REVENUE TOTALS	3,434,529.00	283,762.33	.00	2,889,009.88	545,519.12	84%	
	EXPENSE TOTALS	3,434,529.00	286,760.44	730,780.40	2,743,210.48	(39,461.88)	101%	
	Fund 0032 - Wastewater Fund Totals	\$0.00	(\$2,998.11)	(\$730,780.40)	\$145,799.40	\$584,981.00		
	Fund 0033 - Stormwater Utility Fund							
	REVENUE							
	Department 00 - Revenue							
	Operating Revenues							
301.000	Sale Of Utilities	690,000.00	72,739.88	.00	717,769.42	(27,769.42)	104	
302.001	Penalties	6,000.00	781.52	.00	7,644.40	(1,644.40)	127	
	Operating Revenues Totals	\$696,000.00	\$73,521.40	\$0.00	\$725,413.82	(\$29,413.82)	104%	
	Investment Earnings							
361.001	Investment Earnings	9,000.00	.00	.00	9,038.07	(38.07)	100	
	Investment Earnings Totals	\$9,000.00	\$0.00	\$0.00	\$9,038.07	(\$38.07)	100%	
	Capital Contributions							
371.002	Capital Contrib-Grants	.00	.00	.00	162,960.00	(162,960.00)	+++	
	Capital Contributions Totals	\$0.00	\$0.00	\$0.00	\$162,960.00	(\$162,960.00)	+++	
	Operating Transfers In							
394.002	Transfer from fund balance	287,698.00	.00	.00	.00	287,698.00	0	
	Operating Transfers In Totals	\$287,698.00	\$0.00	\$0.00	\$0.00	\$287,698.00	0%	
	Department 00 - Revenue Totals	\$992,698.00	\$73,521.40	\$0.00	\$897,411.89	\$95,286.11	90%	
	REVENUE TOTALS	\$992,698.00	\$73,521.40	\$0.00	\$897,411.89	\$95,286.11	90%	
	EXPENSE							
	Department 40 - Storm Water Utility Exp.							
	Personal Services							
400.101	Regular Pay	180,000.00	14,783.63	.00	148,007.34	31,992.66	82	
401.103	Overtime	6,000.00	12.59	.00	993.94	5,006.06	17	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	EXPENSE TOTALS	\$992,698.00	\$151,667.26	\$4,001,730.44	\$982,897.80	(\$3,991,930.24)	502%	
	Fund 0033 - Stormwater Utility Fund Totals							
	REVENUE TOTALS	992,698.00	73,521.40	.00	897,411.89	95,286.11	90%	
	EXPENSE TOTALS	992,698.00	151,667.26	4,001,730.44	982,897.80	(3,991,930.24)	502%	
	Fund 0033 - Stormwater Utility Fund Totals	\$0.00	(\$78,145.86)	(\$4,001,730.44)	(\$85,485.91)	\$4,087,216.35		
	Fund 0035 - Waste Management Fund							
	REVENUE							
	Department 00 - Revenue							
	Charges for Services							
344.001	Refuse Col Chge-Resident	775,000.00	65,114.79	.00	652,633.97	122,366.03	84	
344.002	Refuse Col Chge-Comm	128,000.00	11,027.45	.00	110,682.80	17,317.20	86	
344.003	Sanitation Fee Penalties	15,000.00	1,191.98	.00	13,205.67	1,794.33	88	
	Charges for Services Totals	\$918,000.00	\$77,334.22	\$0.00	\$776,522.44	\$141,477.56	85%	
	Miscellaneous							
369.002	Miscellaneous Revenue	100.00	.00	.00	1,838.00	(1,738.00)	1838	
	Miscellaneous Totals	\$100.00	\$0.00	\$0.00	\$1,838.00	(\$1,738.00)	1838%	
	Operating Transfers In							
394.002	Transfer from fund balance	36,881.00	.00	.00	.00	36,881.00	0	
	Operating Transfers In Totals	\$36,881.00	\$0.00	\$0.00	\$0.00	\$36,881.00	0%	
	Department 00 - Revenue Totals	\$954,981.00	\$77,334.22	\$0.00	\$778,360.44	\$176,620.56	82%	
	REVENUE TOTALS	\$954,981.00	\$77,334.22	\$0.00	\$778,360.44	\$176,620.56	82%	
	EXPENSE							
	Department 31 - Residential Sanitation							
	Personal Services							
400.101	Regular Pay	212,857.00	19,552.44	.00	196,942.24	15,914.76	93	
401.103	Overtime	20,000.00	2,584.35	.00	16,768.44	3,231.56	84	
401.109	Seasonal City employee labor	58,000.00	.00	.00	.00	58,000.00	0	
405.114	FICA	16,816.00	1,524.23	.00	15,040.07	1,775.93	89	
406.116	Retirement	28,719.00	2,857.77	.00	25,750.16	2,968.84	90	

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
685.183	Depreciation	87,132.00	4,967.26	.00	48,967.92	38,164.08	56	
685.190	Landfill Fees	5,000.00	36.66	.00	953.68	4,046.32	19	
686.189	Employee Medical	1,800.00	.00	.00	197.00	1,603.00	11	
686.195	Repair/Maint Svc Contract	2,800.00	.00	.00	489.37	2,310.63	17	
686.1895	Employee wellness services	3,000.00	269.22	.00	777.67	2,222.33	26	
687.202	Utility Billing Services	4,000.00	497.89	.00	3,685.92	314.08	92	
687.203	Contract Services	65,000.00	5,241.49	25,472.58	51,495.10	(11,967.68)	118	
	Other Services & Charges Totals	\$363,054.00	\$23,085.88	\$25,472.58	\$264,115.84	\$73,465.58	80%	
	Other Objects							
720.001	Provision for Bad Debts	1,500.00	125.00	.00	1,250.00	250.00	83	
730.120	Recycling Labor	37,000.00	2,865.78	21,406.53	27,476.51	(11,883.04)	132	
730.122	Recycling Operating	7,500.00	490.30	.00	3,145.75	4,354.25	42	
795.001	IT Internal Allocations	7,000.00	479.34	.00	4,776.43	2,223.57	68	
795.995	GF Cost Distribution	77,200.00	6,156.17	.00	61,561.70	15,638.30	80	
	Other Objects Totals	\$130,200.00	\$10,116.59	\$21,406.53	\$98,210.39	\$10,583.08	92%	
	Capital Outlay							
900.4200	Heavy Equipment	145,185.00	.00	.00	.00	145,185.00	0	
900.4300	Other Equipment	38,500.00	.00	.00	.00	38,500.00	0	
9999.9999	Assets Reclassified	(183,685.00)	.00	.00	.00	(183,685.00)	0	
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	
	Department 31 - Residential Sanitation Totals	\$954,981.00	\$67,340.64	\$46,879.11	\$720,950.48	\$187,151.41	80%	
	EXPENSE TOTALS	\$954,981.00	\$67,340.64	\$46,879.11	\$720,950.48	\$187,151.41	80%	
	Fund 0035 - Waste Management Fund Totals							
	REVENUE TOTALS	954,981.00	77,334.22	.00	778,360.44	176,620.56	82%	
	EXPENSE TOTALS	954,981.00	67,340.64	46,879.11	720,950.48	187,151.41	80%	
	Fund 0035 - Waste Management Fund Totals	\$0.00	\$9,993.58	(\$46,879.11)	\$57,409.96	(\$10,530.85)		
	Fund 0086 - Seized and Forfeited							
	REVENUE							
	Department 00 - Revenue							

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



16.J.4

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)



Budget Performance Report

Date Range 07/01/17 - 04/30/18

Exclude Rollup Account

16.J.4

		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	
	Other Services & Charges Totals	\$40,330.00	\$870.01	\$5,000.00	\$12,335.79	\$22,994.21	43%	
	Capital Outlay							
900.4100	Vehicles	25,600.00	.00	.00	.00	25,600.00	0	
	Capital Outlay Totals	\$25,600.00	\$0.00	\$0.00	\$0.00	\$25,600.00	0%	
	Department 05 - Police Totals	\$67,480.00	\$1,817.11	\$5,000.00	\$27,418.74	\$35,061.26	48%	
	EXPENSE TOTALS	\$67,480.00	\$1,817.11	\$5,000.00	\$27,418.74	\$35,061.26	48%	
	Fund 0086 - Seized and Forfeited Totals							
	REVENUE TOTALS	67,480.00	.00	.00	35,300.88	32,179.12	52%	
	EXPENSE TOTALS	67,480.00	1,817.11	5,000.00	27,418.74	35,061.26	48%	
	Fund 0086 - Seized and Forfeited Totals	\$0.00	(\$1,817.11)	(\$5,000.00)	\$7,882.14	(\$2,882.14)		
	Grand Totals							
	REVENUE TOTALS	34,138,031.00	2,502,971.92	.00	24,181,379.95	9,956,651.05	71%	
	EXPENSE TOTALS	34,765,899.00	2,804,312.22	10,615,338.21	27,621,507.88	(3,470,947.09)	110%	
	Grand Totals	(\$627,868.00)	(\$301,340.30)	(\$10,615,338.21)	(\$3,440,127.93)	\$13,427,598.14		

Attachment: BudgetPerformanceReport-04302018 (2525 : April 2018 Finance and IT Reports)