

**PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL
JANUARY 20, 2022 – 5:30 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:**



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 authorizing a Budget Amendment for FY 2021/2022 in the ARPA Special Revenue Fund for a total of \$2,176,075.95.**
- 4. INVOCATION & PLEDGE OF ALLEGIANCE**
- 5. NOMINATIONS AND VOTE FOR MAYOR PRO TEMPORE TO SERVE A TWO YEAR PERIOD**
- 6. PUBLIC COMMENTS**
- 7. INTRODUCTION OF NEW EMPLOYEES**
- 8. EMPLOYEE RECOGNITION**
 - A. Motion to appoint Interim Chief of Police William Pierce as the Chief of Police for the City of Georgetown.**
 - B. Oath of Office for Chief of Police William Pierce**
- 9. PLANNING AND COMMUNITY DEVELOPMENT**
 - A. Motion to approve second reading of an ordinance amending Chapter 14, Section 14-45 Business Vehicle Loading Spaces of the City of Georgetown Code of Ordinances.**

Attachments:

 - 1 Loading & Unload Vehicles Parking Space Packet
 - B. Motion to approve first reading of an ordinance amending the City of Georgetown Zoning Ordinance, Article XIII, "Design Overlay Districts" to include all text amendments and to add an Urban Core Overlay District (UCOD).**

Attachments:

 - 1 Briefing Document for UCOD

- 2 UCOD Text Amendments Ordinance
- 3 Exhibit 1 Urban Core Overlay District 1.11.2022 redline

C. Motion to approve first reading of an ordinance rezoning approximately 1.52 acres, owned by the City of Georgetown, from Residential (R1) to General Commercial (GC).

Attachments:

- 1 Ord Rezoning 1.52 ac Electric Dept R1 to GC
- 2 Rezoning App City Elec Dept
- 3 Briefing Document Rezoning 1.52
- 4 Sec 513 Min Area Rezoning
- 5 Current Zoning Map
- 6 Proposed Zoning Map
- 7 Elec Dept Pic

D. Motion to approve first reading of an ordinance rezoning approximately .37 acre, owned by NTT Georgetown, LLC, from Residential (R1) to General Commercial (GC).

Attachments:

- 1 Ord Rezoning .37 ac NTT Georgetown R1 to GC
- 2 NTT Rezoning Application .37 ac
- 3 Briefing Document Rezoning .37
- 4 Aerial
- 5 Current Zoning Map
- 6 Proposed Zoning Map

10. FINANCE

A. Motion to approve second reading of an ordinance to amend the Fiscal Year 2021/2022 (FY2022) budget for the City of Georgetown, South Carolina, in the amount of \$2,176,075.95; to prescribe the purposes for which the proceeds of the American Rescue Plan Act 2021 funds shall be expended; and to provide for other matters relating thereto.

Attachments:

- 1 REVISED Ordinance to amend the Fiscal Year 2021-22 Budget

11. POLICE

A. Motion to ratify submission of a grant application to the SC Department of Public Safety under the State School Resource Officer Program and receive approved funds under grant award No. SR-024-N2202-22 for \$105,544 in FY 2022.

Attachments:

- 1 SRO Grant
- 2 SR-024-N2202-22 Approved Application - Georgetown PD

12. ENGINEERING

- A. Motion to approve bid award and to make payments to M. B. Khan Construction Co. Inc. in the amount of \$927,729.00. The project includes complete replacement and upgrades of the Maryville School sewer lift station.**

Attachments:

- 1 MB Kahn Construction
- 2 2022.01.04 Wooten Bid Award Letter
- 3 220104_Certified Bid Tab
- 4 Notice of Intent to Award

- B. Motion to approve the submission of an application to the Georgetown County Transportation Committee (CTC) requesting funding in the amount of \$124,608 for the Gilbert Street (S-168) sidewalk project.**

Attachments:

- 1 Gilbert Street Sidewalk Estimate
- 2 SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20
- 3 2022.01.10 CTC Gilbert St. Sidewalk

13. ELECTRIC UTILITIES

- A. Motion to approve first reading of an Ordinance Granting Easement to HTC on Kaminski House Property.**

Attachments:

- 1 HTC Kaminski House Easement and Ordinance for Council

14. ADMINISTRATION

- A. Motion to approve first reading of an ordinance amending Chapter 2, Article II, Division 2, Sections 2-19, 2-18, 2-30 and 2-31 of the Code of Ordinances for the City Of Georgetown.**

Attachments:

- 1 Amending Chapter 2, Article II, Division 2, Sections 2-19, 2-18, 2-30 and 2-31 Clean Version
- 2 Amending Chapter 2, Article II, Division 2, Sections 2-19, 2-18, 2-30 and 2-31

- B. Motion to ratify the execution of a Professional Services Agreement with SAFEbuilt Carolinas, LLC by the City Administrator on August 23, 2021.**

Attachments:

- 1 Georgetown SC (City) Amendment One (Term) Dec2021 - executed
- 2 Georgetown SC (City) Amendment Two (Floodplain) - Jan2022 - executed

- C. Motion to ratify and authorize the City Administrator to extend, finalize, and execute an offer of employment to Scott J. Whittier as Director of the Department of Public Works and Utilities.**
- D. Motion to Approve First 2022 Semi-Annual Payment to SCMIRF in the amount not to exceed \$402,448.00 for Property, Liability and Auto Insurance and Two Quarterly payments to SCMIT in the amount not to exceed \$202,290.00 (two quarterly payments) for Workers Compensation Insurance.**

Attachments:

- 1 2022 1st Semi-Annual SCMIRF-SCMIT Invoice

15. CITY ADMINISTRATOR REPORT

16. MINUTES

- A. Motion to approve minutes of December 16, 2021 Council Meeting.**

17. OLD BUSINESS

18. NEW BUSINESS

19. DEPARTMENT MONTHLY REPORTS

- A. December 2021 Electric Utility Department Report**

Attachments:

- 1 december2021

- B. Engineering Monthly Report_December 2021**

Attachments:

- 1 Engineering Monthly Report December 2021

- C. December 2021 Fire Report**

Attachments:

- 1 December 2021 Fire Report

- D. December 2021 Fleet Service Report**

Attachments:

- 1 Fleet Services Monthly Report.FY2022

- E. GPD - December 2021 Monthly Report**

Attachments:

- 1 GPD - December 2021 Monthly Report

- 2 GPD - December 2021 Monthly Stats

- F. December 2021 HR/Risk Mgmt Report**

Attachments:

- 1 December 2021 Human Resources-Risk Management Report

- G. December 2021 Municipal Court Report**

Attachments:

- 1 MC Monthly Report

- H. December 2021 Monthly Report**

Attachments:

- 1 Monthly Report December 2021

- I. December 2021 Public Works Department Report**

Attachments:

- 1 Public Works Monthly Report.FY2022
- J. December 2021 Water Utilities Report**
Attachments:
 - 1 December 2021 Water Utilities Report
- K. December 2021 Monthly Finance and IT Report**
Attachments:
 - 1 December 2021 Monthly Finance and IT Report
 - 2 Current Project Listing 2021.12.31
 - 3 GovDeal Report FY2022
 - 4 Monthly Grant Report FY22
 - 5 November 2021 Budget Performance Report

20. EXECUTIVE SESSION

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to section 30-4-70(a)(2)(5) to receive legal advice related to a Planning & Community Development claim; to discuss proposed property arrangements and proposed location for city services; and to receive a quarterly legal update from the city attorney on pending cases and cases adjudicated since last update.**
- B. Motion to adjourn Executive Session and reconvene Regular Meeting.**
- C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**
- D. City Council may take action on items discussed in Executive Session.**

21. ADJOURNMENT

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



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

ORDINANCE

DOC ID: 3441

Council Meeting Date:	20 January 2022
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve an ordinance amending Chapter 14, Section 14-45 Business Vehicle Loading Spaces of the City of Georgetown Code of Ordinances
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	See briefing document.
Options:	Approve, modify, or deny ordinance.
Staff Recommendations:	Approve

Reviews:

Christopher Inglese Completed 12/06/2021 2:56 PM

City Attorney Completed 12/06/2021 4:17 PM

Sandra E. Yudice Ph.D. Completed 12/06/2021 4:27 PM

Stephanie Buccione Completed 12/07/2021 3:32 PM

Georgetown City Council Completed 12/16/2021 5:30 PM

Attachments:

1. 1 Loading & Unload Vehicles Parking Space Packet (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 14, SECTION 14-45
BUSINESS VEHICLE LOADING SPACES OF THE CITY OF GEORGETOWN CODE OF
ORDINANCES**

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Executive Offices
(843) 545-4001

To: Mayor and City Council
Prepared by: Christopher Inglese
Department: Planning & Community Development
Date Prepared: December 6, 2021
Subject: Loading and Unloading vehicle parking space

Issue Background

This issue was initiated as a code enforcement issue regarding an unauthorized loading/unloading parking space on King Street. There was litigation regarding a demand for loading/unloading vehicle spaces that resulted in a settlement agreement in 2001. That settlement agreement included the ordinance now proposed to be amended.

Discussion

The 2001 ordinance established up to 8 loading/unloading parking spaces all of which were to be located on Front Street. We now have a business requesting a loading/unloading parking space on King Street. To accommodate the business's request, the ordinance is being amended to allow for 4 loading/unloading parking spaces on Front St. and one each on King, Orange, Broad and Screven streets.

Alternatives

1. Decline to amend the ordinance.
2. Modify the propose amendments.

Recommended Course of Action

No recommendation.

Timeline for Recommendation

First reading in December and a Second reading in January would be a reasonable timeline.

Fiscal Impact

The ordinance includes a fee for administering the permit and installing a loading/unloading sign.

Social Impact

The ordinance eliminates a public parking space during business hours Monday through Saturday from 9:00 a.m. to 5:00 p.m.

Environmental Impact

None.

Attachments

Ordinance with amendments.
Settlement Agreement.

Drawer 939
Georgetown, SC 29442

AN ORDINANCE AMENDING CHAPTER 14, SECTION 14-45 BUSINESS VEHICLE LOADING SPACES, OF THE CITY OF GEORGETOWN CODE OF ORDINANCES

- 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 desires to provide for opportunities for businesses to safely load and unload delivery vehicles when a business relies on delivery as a major component of its services; and
- WHEREAS,** The City of Georgetown acknowledges the value of businesses in the Core Commercial district and the need to provide convenient loading/unloading vehicle parking spaces; and
- WHEREAS,** The City of Georgetown seeks to provide additional opportunities to provide for the safe loading and unloading of delivery vehicles while at the same time preserving the public access to valuable curbside parking; and
- WHEREAS,** The City of Georgetown adopted the Business Vehicle Loading Spaces ordinances and now desires to make amendments to provide for flexibility in locating appropriate loading/unloading vehicle parking spaces.

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 14 Motor Vehicles and Traffic, Article III, Stopping, Standing and Parking, Section 14-45 Business Vehicle Loading Spaces, be amended as follows:

Sec. 14-45. Same—Business vehicle loading spaces.

- (a) Four (4) business vehicle loading spaces may be permitted within the Core Commercial Zone District in the area bound on the West by King Street, on the North by Prince Street, on the East by Screven Street and the South by Front Street.
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the area defined above in paragraph (a) may submit an application for a Vehicle Loading Space to the Police Department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. "Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from the location requesting a vehicle loading space using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis, and will be limited in number to two (2) permits per loading space; provided that no second permit shall be issued for any loading space until all four (4) spaces have first been filled by permits.

- (3) Permits shall be valid for one (1) year from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.
- (4) There will be a seventy-five dollar (\$75.00) fee for each permit or renewal.

(Ord. of 11-1-2000)

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:

Stephanie Buccione
City Clerk

First Reading: _____

Second Reading: _____

Carol Jayroe
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

FULL AND FINAL RELEASE OF ALL CLAIMS

For and in consideration of Ten Thousand and no/100----- Dollars (\$10,000.00), and the enactment and carrying out of the Parking Ordinance for a minimum of two years ("2000 Parking Ordinance", a copy of the ordinance is attached hereto as Exhibit "A") and other material terms which were set forth in the transcript from the September 13, 2000 hearing before the Honorable Robert S. Carr we do for ourselves, our heirs, executors, administrators, successors, and assigns, fully and forever release and discharge The City of Georgetown, South Carolina and all other persons, firms or corporations who are or might be liable, from any and all claims, demands, actions and right of actions which we now have or may hereafter have arising out of those incidents set forth in the allegations contained in the Amended Complaint in the case of Colonial-Floral Fascination, Ltd., Jeanette T. Ard, Sampit Furniture, Inc., Jimmy Daniels and H.C. Watson v. City of Georgetown, South Carolina, Civil Action No.: 2:99-4208-11AJ ("Action").

It is understood and agreed this settlement is in compromise of a disputed claim and is to include any and all injuries, disabilities, damage to person or property, and the consequences thereof, whether known or unknown, foreseen or unforeseen, and, whether the same may be latent, or may hereafter appear, develop

1

or occur as a result of said Action, but specifically excludes any potential claims concerning the application, revocation, etc. of the "2000 Parking Ordinance". It is further agreed that this agreement includes the release of any claim for attorney's fees or costs incurred in the action including any claim under 42

U.S.C. 1988 being made by the undersigned to Judge Carr or to the Federal Court relating to this Action. *But this excludes the undersigned's right to repetition Georgetown City Council or a resolution for reimbursement the undersigned*
 It is understood and agreed that the payment of the above *attorney and cost* sum is not to be construed as an admission of any liability *incurred in the Action* whatsoever by or on behalf of the above named parties, by whom liability is expressly denied.

We hereby certify that we have read all of this release and fully understand all of the same, and in witness whereof we have executed this release this 16th day of January, 2000. *2000*

Colonial-Floral Fascination,
Ltd.

Debra C. Patterson
Witness

By: *Jeanette T. Ard*
Its: *Owner*

Witness

Debra C. Patterson
Witness

Jeanette T. Ard
Jeanette T. Ard

Witness

State of S.C.)
 County of Georgetown)

On this 16th day of January, 2000 before me
 personally appeared Colonial-Floral Fascination, Ltd., by
Jeanette T. Ard, its: Owner and Jeanette T.
 Ard to me known to be the persons described herein, and who
 executed the above instrument, and she/he acknowledges that
 she/he voluntarily executed the same.

Walter L. Partuso
 Witness

Personally appeared before me this
16th day of January, 2000.

Etta J. Young
 Notary for

My commission expires Sept. 10 2005

Sec. 14-45. Same—Business vehicle loading spaces.

- (a) ~~Eight-Four (84)~~ business vehicle loading spaces ~~will may~~ be permitted ~~on Front Street within the Core Commercial Zone District in the area bound on the West by King Street, on the North by Prince Street, on the East by Screven Street and the South by Front Street. At least one will be located in front of Colonial Florist and one in front of Sampit Furniture.~~
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the area defined above in paragraph (a) may submit an application for a Vehicle Loading Space to the Police Department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) ~~Front Street m~~ Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. "Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from ~~Front Street~~ the location requesting a vehicle loading space using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis, and will be limited in number to two (2) permits per loading space; provided that no second permit shall be issued for any loading space until all ~~eight-four (48)~~ spaces have first been filled by permits.
 - (3) Permits shall be valid for ~~two-one (21)~~ years from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.
 - (4) Permits shall entitle the permittee to use a loading space during normal business hours (Monday through Saturday from 9:00 A.M. to 5:00 P.M.); provided, that no delivery vehicle shall remain in a loading space for any continuous period greater than two (2) hours.
 - (5) There will be a ~~fifty-seventy-five~~ dollar (~~\$750.00~~) fee for each permit or renewal.

(Ord. of 11-1-2000)



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ORDINANCE

DOC ID: 3471 A

Council Meeting Date:	20 January 2022
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve an ordinance amending the City of Georgetown Zoning Ordinance, Article XIII, "Design Overlay Districts" to include all text amendments and to add an Urban Core Overlay District (UCOD)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	See briefing document.
Options:	Approve, modify, or deny text amendments.
Staff Recommendation:	Approve text amendments.

Reviews:

Christopher Inglese Skipped 01/11/2022 6:22 PM

Chris, Elise, and I discussed this agenda item and made some changes to the wording and attachments. Chris's laptop isn't working so he cannot get on to approve it.

City Attorney Skipped 01/11/2022 6:23 PM

Chris, Elise, and I discussed this agenda item and everyone is good to move it forward with the attached ordinances and draft UCOD.

Sandra E. Yudice Ph.D. Completed 01/12/2022 10:36 AM

Stephanie Buccione Completed 01/12/2022 5:31 PM

Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 Briefing Document for UCOD (PDF)
2. 2 UCOD Text Amendments Ordinance (PDF)
3. 3 Exhibit 1 Urban Core Overlay District 1.11.2022 redline (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN
ZONING ORDINANCE, ARTICLE XIII, “DESIGN OVERLAY DISTRICTS” TO INCLUDE ALL
TEXT AMENDMENTS AND TO ADD AN URBAN CORE OVERLAY DISTRICT (UCOD)**

MAYOR
CAROL JAYROE

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
CLARENCE SMALLS
MAYOR PRO TEMPORE

JONATHAN ANGNER
JIM CLEMENTS
AL JOSEPH
HOBSON H. MILTON
JIMMY MORRIS

Executive Offices
(843) 545-4001

To: Mayor Jayroe and Councilmembers
Prepared by: Christopher Inglese
Department: Planning & Community Development
Date Prepared: January 10, 2022
Subject: Urban Core Overlay District (UCOD)

Issue Background

Staff is proposing a new overlay district that establishes zoning and design guidelines for the area in the City's urban core along South Fraser and Church streets. With the TIF and its redevelopment plan in place, the next step is to update the zoning ordinance to facilitate development within and around the redevelopment area of the TIF. The current zoning standards are prohibitive of new development because of a 35 feet height limit, a 50 feet setback, burdensome parking requirements, prohibitions of multi-family use, and the lack of contemporary urban design standards with board level oversight. The attached proposed ordinance eliminates overly restrictive elements of the current zoning standards while at the same time providing for board level design approval that will ensure quality redevelopment in this highly visible corridor.

Staff have presented the proposed Urban Core Overlay District on twelve different occasions and receive feedback. Additional, the UCOD was discussed at Planning Commission at no less than five meetings, including a workshop dedicated to discussion of the concepts presented. There is a lot of enthusiasm and excitement for the UCOD. The concerns we have heard are centered around the originally proposed height of 5 stories or 55 feet and when not impacting a residential property the potential for 10 stories or 120 feet. Through discussions that original proposed height has been lowered to 4 stories or 45 feet and when not impacting a residential property, 8 stories or 90 feet, whichever is less.

Recommended Course of Action

The Planning Commission voted unanimously (6-0) in favor of recommending City Council approval of the UCOD. Staff also recommends approval of the proposed ordinance.

Timeline for Recommendation

First reading can be approved in January and Second reading can be approved in February.

Fiscal Impact

There is potential for extraordinary positive impact to City revenues. The potential redevelopment in the area of the proposed UCOD will be a driving force in creating the TIF revenues that will fund future infrastructure improvements that will help attract additional investment in Georgetown. It is important to

Drawer 939
Georgetown, SC 29442

Attachment: Briefing Document for UCOD (3471 : Text Amendment for UCOD)

note that the proposed UCOD includes areas outside of the TIF district. Therefore, there is potential for new revenues to the City's General Fund as parcels are redeveloped and improved.

Social Impact

The UCOD is intended to facilitate pedestrian friendly, multi-use development. Therefore, the social impact is exactly what is desired for urban areas. Housing and appropriate commercial uses can be co-located in a manner to promote positive social interactions.

Environmental Impact

No adverse environmental impacts have been identified.

Attachments

Proposed ordinance.

**MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE,
ARTICLE XIII, "DESIGN OVERLAY DISTRICTS" TO INCLUDE ALL TEXT AMENDMENTS TO ADD AN URBAN
CORE OVERLAY DISTRICT (UCOD)**

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and

WHEREAS, Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

WHEREAS, the Planning Commission of the City of Georgetown, South Carolina held a public hearing regarding the proposed amendment to Article XV, Section 1500; and

WHEREAS, following the public hearing on January 6, 2022 and the vote by Planning Commission of 6-0 in favor of amending the Zoning Ordinance to change the text for Article XIII, the Mayor and City Council of the City of Georgetown feel it is in the best interest of the City of Georgetown to amend the ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina that Article XV, Section 1500 of the City of Georgetown Zoning Ordinance be amended as follows:

Article XIII of the City of Georgetown Zoning Ordinance, "Design Overlay Districts", be amended as reflected as shown in Exhibit 1, attached and incorporated, specifically:

- 1) by amending the Introduction to reflect Redlined text changes; and
- 2) by adding Section II, Urban Core Overlay District (UCOD), including introductory sections and adding new sections 1310-1313 including all subsections, including all subsections and with changes as shown in Exhibit 1.

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

ATTEST:

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

First Reading: _____

Approved as to Form: _____

Second Reading: _____

City Attorney

Attachment: UCOD Text Amendments Ordinance (3471 : Text Amendment for UCOD)

ARTICLE XIII: DESIGN OVERLAY DISTRICTS

INTRODUCTION

This Article XIII establishes two separate and distinct overlay zone districts. One overlay district is established as the Main Corridor Overlay District and generally applies to areas outside of the central ~~downtown-urban~~ core area of the City of Georgetown, including the main corridors of Highway 17 through the southern portions of the City, Highmarket Street in the western portion of the City, and along North Fraser in the northern portion of the City. The second overlay district is the Urban Core Overlay District and generally applies to the ~~downtown~~urban core, central portion of the city, between the Sampit River bridge and the Black River bridge along South Fraser Street and Church Street. The zoning map shall be adjusted and attached to clearly distinguish the separate boundaries of these overlay districts. Pursuant to South Carolina Code of Law Title 6 Chapter 29 South Carolina Local Government Comprehensive Planning Enabling Act of 1994, an “overlay zone” may be established within the municipal boundaries which imposes a set of requirements or relaxes a set of requirements imposed by the underlying zoning districts when there is a special public interest in a particular geographic area that is not compatible with the underlying zone boundaries. The City of Georgetown recognizes the special public interest in establishing appropriate zoning and architectural standards of the commercial corridors and desires to ensure the harmonious and attractive development along these highly visible corridors. The City recognizes that there is a special public interest in providing zoning standards that apply within the context of commercial corridors in both the urban and suburban contexts.

I. MAIN CORRIDOR OVERLAY DISTRICT (MCOD)

1300 Intent

It is the intent of this section to delineate **the Main** Corridor Overlay District (MCOD). The purpose of establishing this overlay is to:

- Identify areas of the City outside of the urban core which reflect the culture of the City of Georgetown;
- Protect and enhance the aesthetic and visual character of all commercial and residential development within the overlay district;
- Promote the cultural, economic and general welfare of the people of Georgetown;
- Foster civic pride;
- Encourage harmonious, orderly and efficient growth and development of the City of Georgetown; and
- Improve property values.

The design review is intended to assure respect to surrounding uses and reduce incompatible and adverse impacts on the aesthetic appearance as well as the economic vitality of the area. The standards established herein address site plan and design-related issues encountered in the development or redevelopment of property within the MCOD.

1301 Delineation of District Boundaries

The boundaries of the MCOD shall include all parcels partially or completely within the outlined MCOD boundaries as illustrated on the Official Zoning Map and the map attached as approved by the Mayor and City Council and includes the following zoning districts within the district. (All properties annexed into the City of Georgetown after the adoption of said guidelines, partially or completely contiguous with Church Street, Highmarket Street, Fraser Street, access roads parallel to these said streets where visible from the main road, and or any street designated to be within the adopted MCOD shall be required to comply with the adopted guidelines as set forth):

General Commercial (GC)
 Limited Industrial (LI)
 Planned Development District(s) (PD)
 Conservation Preservation (CP)
 High Density Residential (R-4)
 Medium Density Residential (R3)
 Low Density Residential (R-1)
 Public Service District (PS)

Specific zoning-related standards are established within the zoning ordinance and must be met prior to beginning development or redevelopment activities of the overlay zone. In addition to the requirements set forth in the Design Overlay Corridor District, all commercial, industrial, or office development in the Design Overlay District shall meet all applicable zoning requirements set forth in the underlying zoning district.

1302 District Requirements

The MCOD standards that follow shall be applicable to any renovated or newly constructed, commercial, industrial, multi-family residential or office developments, businesses that have been closed for over 180 days, new or redeveloped parking lots, removal of trees and/or natural vegetation that are located partially or completely within the boundaries established for the MCOD. Any dwelling being converted into a commercial business shall be required to meet established guidelines. Accessory structures used in conjunction with commercial businesses shall also meet the requirements set forth herein. *Single family detached dwellings located within the MCOD shall be exempt from the design review procedure and requirements set forth herein.*

No zoning or building permit shall be issued for any alteration of existing conditions to the lands, use, or structures within the MCOD except in accordance with the requirements stated herein.

1303 Design Review Administrative Procedure

Applicants shall complete the MCOD Approval application and submit it to the Planning & Community Development Department for review and approval or disapproval. The applicant shall submit two copies of all required information established in this Ordinance

1303.1 Conceptual Review: Applicants are encouraged to meet with the Zoning Administrator prior to the preparation of working drawings and specifications. The purpose of the meeting shall be to familiarize applicants with the City of Georgetown design review standards and receive pertinent information regarding City of Georgetown Design Review Standards.

1303.2 Preliminary/Final Review: The Zoning Administrator shall review each application to determine if it adheres to the design review criteria. If the design and materials are consistent with the design guidelines, the Zoning Administrator may issue a zoning permit. If revisions are required, the applicant shall make the necessary revisions and submit them for final review. Once all requirements have been satisfied, the Zoning Administrator shall issue a zoning permit.

1303.3 The Zoning Administrator shall approve only those applications for a zoning permit that conform to all requirements set forth in the City of Georgetown Zoning Ordinance, to include the overlay guidelines as required by this ordinance.

1303.4 The following guidelines shall be used when reviewing proposed structures, site improvements, signs, and landscaping in addition to those standards pertained to the particular base zoning district in which the development occurs.

1304 Site Design Standards

Site plans shall meet all applicable zoning requirements in addition to the following requirements set forth within the MCOD.

Landscaping and Site Development

1304.1 Proposed development shall avoid excessive or unsightly grading, indiscriminate earth moving or clearing, and removal of trees and vegetation which could cause disruption of natural water courses, or disfigure natural land forms. All requirements set forth in the Army Corp. of Engineers and/or OCRM will be addressed at this time.

1304.2 Proposed developments shall be located and configured in a visually harmonious manner with the terrain and vegetation of the subject parcel and with that of surrounding parcels.

1304.3 The landscape plan for proposed developments shall provide visually harmonious and compatible settings for structures on the same lot and on adjoining lots and shall blend with the surrounding natural landscape. Extreme care shall be given to the preservation of existing natural vegetation on the site and shall be incorporated into proposed landscape plans.

1304.4. Plant materials shall be selected and placed with regards to the estimated mature height and width of such materials.

Lighting

1304.5 Parking lot lighting shall be no greater than twenty five (25) feet in height and be shielded to ensure that no spillover occurs onto adjacent rights-of-way or private property.

1304.6 A lighting plan will be required with submittal of all commercial development plans within the MCOD. Emergency lighting for public safety and hazard warning, holiday decorations, residential lighting, and public streetlights are exempted from the provisions of this ordinance.

1304.7 Lighting Orientation and shielding: All light fixtures, except streetlights shall be located, aimed or shielded as to minimize stray light trespassing across property boundaries. No illumination in excess of one (1) foot candle shall spill across any residentially zoned lot line. The orientation of all lighting shall be downward.

1304.8 Out parcels shall conform to the master lighting and landscaping plan prepared by the developer of the primary lot.

1304.9 Property owners and managers are encouraged to safely illuminate building entry/exit locations; however, such areas shall only be illuminated using shielded lighting or off-building lighting that does not generate glare or otherwise allow the light to be viewed directly from off the property. Building walls may be illuminated.

Architectural Design Standards

1305 All proposed structures will contribute to the image of the City of Georgetown as a unique place of visual character, integrity and quality. Structures shall meet all applicable Building Code requirement in addition to the following:

1305.1 All structures within a proposed development (including gasoline canopies) shall utilize a uniform architectural theme.

1305.2 The scale of buildings and accessory structures (including canopies) shall be appropriate to the scale of structures located in the surrounding area.

1305.3 Out parcels shall conform to the master architectural, and signage plan prepared by the developer of the primary lot.

1305.4 The architectural design and finish details of the buildings (i.e. signage, canopies, railings, metal work, window casements, flashing and other finish elements) shall be appropriate and compatible with one another and surrounding structures.

1305.5 Long, monotonous façade design, including, but not limited to, those characterized by unrelieved repetition of shape or form, or by unbroken extension of line, shall not be permitted

1305.6 Porches and porticos with vertical posts or columns of simple, traditional design shall be incorporated into designs where practical.

1305.7 Elevations. All elevations of a structure shall be in harmony one with another in terms of scale, mass, proportion, detail, material, color and high design quality.

- A. The side and rear elevations of buildings shall be visually attractive, especially where the side or rear elevations are most often viewed by the public. Roof lines and architectural details shall present a consistency in quality design.
- B. Roofs should be Hipped or gabled and have a 6/12 pitch for at least 60% of the roof area. Mansard roofs are not permitted in the MCOB.
- C. The use of a parapet is acceptable with approval from the Zoning Administrator and should screen HVAC mechanical equipment and otherwise enhance the appearance of the building.
- D. Porch or canopy roofs may be of a lesser slope. Canopies designed as domineering or overpowering architectural features shall not be permitted.

1305.8 Windows. Large Expansions of Glass shall be delineated by architectural features. Where possible, glass expanses shall be divided into smaller lights through the use of transoms, mullions or mutins. The transom, mullion or mutin size shall be in proportion to the glass pane. The Zoning Administrator shall review the type of business to determine appropriate expanse of glass. The use of transoms with glass windows above and below or glass windows above a door are encouraged. True divided light or simulated divided light windows shall be of wood, vinyl-clad wood, or metal.

1305.9 Mechanical Equipment and Electric Services

- A. Mechanical equipment, whether ground level, raised or roof-top visible from the corridor or right of ways shall be enclosed or screened to ensure that such features are not visible. Enclosures and screens shall be compatible the architectural style of the proposed building.

- B. All new electrical services shall be buried where possible.

1305.10 Building Materials and Exterior Color

Appropriate Exterior materials include finished wood, brick, wood shingles or shakes, hard plank (or other synthetic products which show a wood grain and closely resemble finished wood siding, stucco, or split face block), . Only materials selected from this list shall be specified in design submissions.

- A. No unadorned concrete masonry units or corrugated and/or sheet metal or unfinished wood shall be allowed on the front façade of any building within the MCOD.
- B. Shingles, metal standing seam, tile, or other roofing materials with similar appropriate texture and appearance shall be utilized on roofs visible from any adjacent public right of way.
- C. Shutters, when used, shall be either louvered, paneled or board and batten. They shall be hung or hinged from window sides and sized to fit the window.
- D. Trim, Windows and doors shall be finished in white, or a contrasting value of the cladding color.
- E. Fences. Wood palisade, lattice, aluminum, and iron shall be used in the MCOD. Black plastic coated galvanized chain link fencing may be used with if screened with landscaping on the side and rear of property and approved by the Zoning Administrator. Chain link fencing shall not be placed in the front yard.
- F. Color Palette. Color combinations of paints and stains shall be complementary. No more than three different colors per building shall be permitted. Primary colors, fluorescent, psychedelic, and phosphorescent are not permitted in the Overlay Corridor District. Colors such as black, dark blue, grays, and other dark colors can be used to for doors, trim, and shutters.

1306 Sign Design Standards

Signage shall meet all applicable requirements of Article 10 and all applicable Building Codes in addition to the following requirements set forth within the MCOD.

1306.1 The location and dimension of wall signs shall be indicated upon the architectural elevations of the proposed structures.

1306.2 Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

1306.3 The materials, colors, and lighting of signs shall be compatible with the materials used in the construction of the building.

1306.4. Wall signs shall fit within the confines of the architectural details of the building and not obscure or detract from those features.

1307 Moved to Article X

1308 Landscaping/Buffer Requirements

All landscape plans must be submitted to and approved by the Zoning Administrator.

1308.1 Affected Property

- A. New Developments: All new developments, buildings, structures, and parking areas shall comply with the minimum landscape requirements set forth herein.
- B. Existing Developments: When the principle use in an existing building changes to a different principal use, or renovations to an existing building exceed twenty-five (25%) percent of the appraised value as indicated on the Georgetown County Tax Records are to occur, or the footprint of a building is to be enlarged, or a single building (or 50% of a strip center) has been vacant for over 180 days, then the parking areas for such building(s) shall meet one of the landscaping/buffer requirements. If existing conditions on parcel does not allow for full compliance with the ordinance, the Zoning Administrator shall have the authority to approve a minor reduction in landscaping requirements contingent upon a contribution to the City's tree and beautification fund of equal or greater value in the loss of landscaping. The cost of the loss of landscaping shall be based on actual cost to the City to plant the same kind of landscaping at another location or on public land.

1308.2 Percentage of Property to be landscaped. Each property shall devote a minimum of fifteen (15%) of its total area to landscaping which may include existing or transplanted trees, shrubs, and lawns. Paved areas, gravel areas, and retention/detention ponds shall not be calculated as part of the minimum fifteen (15%) percent.

1308.3 Landscape requirements for the perimeter of Parking Areas

- A. Perimeters adjacent to Public Rights-of-way:
Parking areas that do not exceed 20,000 sq. ft. in area shall be required to have a minimum landscape buffer of ten (10') feet in width and shall contain a minimum of one (1) shade tree and ten (10) shrubs for every 35 linear feet of street frontage. Parking areas that exceed 20,000 sq. ft. in area shall be required to have a minimum landscape buffer of fifteen (15') in width and shall contain a minimum of one (1) shade tree and ten (10) shrubs for every 35 linear feet of street frontage.
- B. Perimeters not adjacent to Public Rights-of-way: In addition to the landscaping requirements for Perimeters adjacent to Public rights-of-way, the remaining perimeter of any parking area shall be surrounded by a continuous five (5') foot landscape strip. Such landscape border shall be required between any paved area and any property line, yard, or structure. The landscape border may be interrupted for ingress and egress of structures and adjoining lots. Such border shall consist of one (1) shade tree or one (1) ornamental tree and ten shrubs for every 35 linear feet of perimeter. Borders between the structures and parking shall be a minimum of five (5) feet in width and consist of ten (10) shrubs for every 35 linear feet of perimeter.

1308.4 Landscape Requirements for the Interior of Parking Area

- A. The interior of parking areas shall contain landscape islands and peninsulas located in such a manner as to preserve existing trees and vegetation; guide traffic flow and direction; divide and break up large expanses of parking; and promote pedestrian and vehicular safety.
- B. A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.
- C. Each end row of parking spaces shall require a landscape island unless the end of such row of parking spaces is adjacent to a perimeter landscape border as required in 1312 of this ordinance.
- D. The minimum width of a landscape island that is parallel to a parking space shall be nine (9) feet, and the minimum length for the same shall be eighteen (18) feet. Each landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and five (5) shrubs.

- E. Every fourth group of rows of parking spaces shall be separated from one another by a four (4) foot landscape island that extends the entire length of the row of parking spaces. Such landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and 10 shrubs for every thirty five (35) linear feet.

1308.5 Retention Pond Landscape Requirements. Developments that provide for on-site retention ponds shall be required to plant wetland plant materials in and around such ponds. The plant species selected shall be those which are commonly known to flourish in wetland areas and improve the quality of surface water run-off. In addition, grasses, shrubs, and other herbaceous materials shall be provided in and around the retention area in appropriate quantity and placement to ensure the propagation of such materials to approximately one-half the retention area within a three (3) year period.

Appropriate plants for wetlands are listed below:

Wetland Plan Species <u>Common Name</u>	<u>Botanical Name</u>
Maidencane	Panicum hemilomon
Giant cutgrass	Spartina spp.
Prairie cordgrass	Spirpus spp.
Giant bulrush	Typha spp.
Cattail	Iris spp.
Blueflag iris	Canna lilies
Canna lily	Texodium spp.
Cypresses	Decondon verticillatus
Water-willow	Nyssa spp.
Tupelo gums	Cephalantus occidentalis
Button bush	Salix app.
Willows	Gordonia lasianthus
Loblolly Bay	

1308.7 Landscape requirements for Monument Signs. A landscape border a minimum of three (3') feet in depth and a minimum width equal to the greatest width of the sign shall be required for all monument signs. The landscape border shall contain one (1) shrub per three (3) linear feet with appropriate ground cover. No portion of the sign shall project beyond the landscape border.

1308.8 Requirements for Landscape Buffer

A. Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.

B. Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

C. Existing trees, regardless of classification may be counted toward requirements for shade trees or ornamental trees provided such trees are a minimum of 5" inches in caliper, in good health, and located in the approximate area as required.

D. Shade Trees: Any deciduous or leaf bearing tree that reaches a mature height in excess of forty (40) feet. Shade trees shall be a minimum of three (3) inches in caliper and ten (10) to twelve (12) feet in height at the time of installation.

E. Ornamental trees: Any deciduous or evergreen tree that has a particular ornamental characteristic and tends to have a mature height less than that of a shade tree. The ornamental characteristic of such trees may

include a distinctive shape, color, flower, or limb configuration. Ornamental trees shall be a minimum of one and one half (1.5) inches in caliper and six (6) to eight (8) feet in height at the time of installation.

F. Shrubs: Shrubs shall be a minimum of three (3) gallons in size and one and one half (1.5) feet in height at the time of installation.

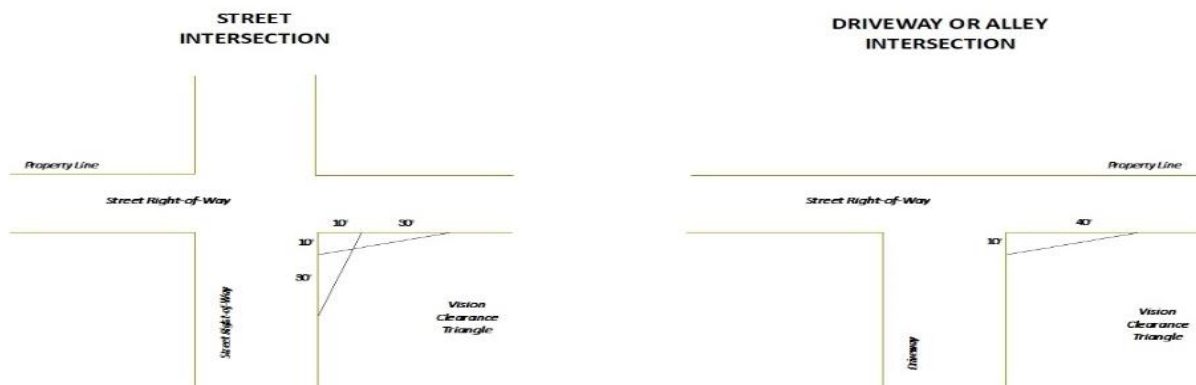
G. Groundcover: Groundcover shall consist of grass, turf, sod, ivy, bulbs, potted flowers, and bedding plants. Pebbles, wood chips, bark, mulch, straw and similar materials may be used in conjunction with groundcover to delineate planting beds, but in no instance shall such materials be used for the purpose of sidewalks, parking areas, or driveways. Areas dedicated for lawns shall be cleared of debris, graded level, and covered with sod, turf, or grass seed.

H. When the configuration of a structure and parking area are such that the required landscaping set forth herein has to be placed under overhead utility services, consideration shall be given to the estimated mature height or required plant materials. Substitutions of plant materials or types (i.e. shade trees) when needed due to over head utilities may be replaced with ornamental trees.

I. No structures or portions of structures (except public utility services) shall be permitted in a required landscape buffer. Ingress and egress shall be permitted through required landscape.

J. The owner, occupant, tenant, or agent shall be jointly and severally responsible for the maintenance of all landscaping. Landscaping shall be maintained in good condition so as to present a healthy, neat and orderly appearance. Proper maintenance shall include watering, weeding, mowing, mulching, fertilizing, and pruning. Any dead, dying, or damaged landscaping material shall be promptly replaced with materials of an approved size and type.

1308.9 Site Triangle Vision Clearance Requirement. In order to insure landscape materials do not impede vision and constitute a driving hazard, a site triangle shall be required at all streets and driveway intersections. Within the required triangle, only grass, or groundcover shall be allowed. (See figure below)



1308.10 Tree Preservation and Care During Construction. In order to insure that existing trees and vegetation are incorporated into proposed site plans, the Zoning Administrator shall have the authority to

Exhibit 1

require a topographic survey with any site plan. Such topographic survey shall be prepared by a licensed surveyor and illustrate the location and type of all trees with an eight (8) inch DBH and greater. The Zoning Administrator may require the topographic survey if he or she determines that the proposed development or alterations will threaten, disturb, encroach upon, or require the removal of any existing trees. The City of Georgetown Tree Protection Ordinance shall be strictly adhered to.

1308.11 Recommended Plant List. Table 1308.11 specifies trees and shrubs that are native or have been determined to be suitable for the climate. Applicants seeking to incorporate landscaping materials not listed in the recommended plant list shall submit the request to the Zoning Administrator, who shall determine if such materials are appropriate.

Table 1308.11

Shade Trees		Ornamental Trees		Shrubs	
Common Name	Botanical Name	Common Name	Botanical Name	Common Name	Botanical Name
American Beech	Fagus grandifolia	Tulip Poplar	Liriodendron tulipifera	Boxwood	Buxaceae
Bald Cypress	Taxodium distichum	Eastern Redbud	Cercis silioustrum	Camellia	Camellia japonica
Black Gum	Nyssa sylvatica	Flowering Dogwood	Cornus florida	Dwarf Nandina Gardenia	Gardenia jasminoides
Elm	Ulmus Americana	Loquat	Eriobotrya japonica	Hawthorn	Crataegus
Hickory	Carya ovata	American Holly	Ilex opaca	Hibiscus	Hibiscus roas-sinensis
Laurel Oak	Quercus laurifolia	Crepe Myrtle	Lagerstroemia indica	Holly	Llex
Live Oak**	Quercus virginiana	Crabapple	Malus species	Hydrangea	Hydrangeaceae
		Wax Myrtle	Myrica cerifera	Azalea	Azalea
Pecan	Carya illinoensis	Yaupon Holly	Ilex vomitoria	Indian Hawthorn	Raphiolepis indica
Pin Oak	Quercus palustris	Palmetto	Sabal palm	Leyland Cypress	Cupressocyparis leylandii
Red Cedar	Juniperus virginiana	Red Cedar	Juniperus virginiana	Nandina	Nandina domestica
Red Maple	Acer rubrum	Southern Magnolia	Magnolia grandiflora	Oleander	Nerium oleander
Red Oak	Quercus falcata	Saucer Magnolia	Magnolia soulangiana	Possumhaw	Llex decidua
River Birch	Betula nigra	Little Gem Magnolia	Magnolia grandiflora	Privet	Ligustrum
Southern Magnolia	Magnolia grandiflora			Red Tip Sasanqua	Camellia sasanqua
Southern Sugar Maple	Acer barbatum			Viburnum	Viburnam
Sweet Gum	Liquidambar styraciflua			Sasanqua Camellia	Camellia sasanqua
Sycamore	Plantanus occidentalis				
Tulip Poplar	Liriodendron tulipifera				
Water Oak	Quercus nigra				
White Oak	Quercus alba				

Willow Oak	Quercus phellos				
Zelkova	Zelkova serrata				

1309 Procedures for Appeals and Variances regarding the City of Georgetown Design Overlay Corridor District

Any person aggrieved by an administrative action or decision, or seeking relief from a requirement of the City of Georgetown Design Overlay Corridor District shall make a formal request to the Community Appearance Board (CAB) on an application supplied by the Zoning Administrator. Such application shall be completed in full and returned to the office of the Zoning Administrator. Appeals from the community Appearance Board shall be in accordance with Section 6-29-870 of the South Carolina Code of Ordinances.

Editor's note-(deleted Article XVI its entirety and replaced with revised Article XVI ord. of 2-17-11) (renumbered Article XVI, Sections 1600, 1601, 1602, 1603, 1603.1, 1603.2, 1603.4, 1604, 1604.1, 1604.2, 1604.3, 1604.4, 1604.5, 1604.6, 1604.7, 1604.8, 1604.9, 1604.10, 1605, 1605.1, 1605.2, 1605.3, 1605.4, 1605.5, 1605.6, 1605.7, 1605.8, 1605.9, 1605.10, 1606, 1606.1, 1606.2, 1606.3, 1606.4, 1607, 1608, 1608.1, 1608.2, 1608.3, 1608.4, 1608.5, 1608.7, 1608.8, 1608.9, 1608.10, 1608.11, and 1609 to new Article XIII, Sections 1300, 1301, 1302, 1303, 1303.1, 1303.2, 1303.4, 1304, 1304.1, 1304.2, 1304.3, 1304.4, 1304.5, 1304.6, 1304.7, 1304.8, 1304.9, 1304.10, 1305, 1305.1, 1305.2, 1305.3, 1305.4, 1305.5, 1305.6, 1305.7, 1305.8, 1305.9, 1305.10, 1306, 1306.1, 1306.2, 1306.3, 1306.4, 1307, 1308, 1308.1, 1308.2, 1308.3, 1308.4, 1308.5, 1308.7, 1308.8, 1308.9, 1308.10, 1308.11, and 1309 ord. of 4-21-2011) and further (renumbered Article XIII, Sections 1300, 1301, 1302, 1302.1, 1302.2, 1302.201, 1302.202, 1302.203, 1302.204, 1302.205, 1302.206, 1302.3, 1302.4, and 1303 to new Article XVII, Sections 1800, 1801, 1802, 1802.201, 1802.202, 1802.203, 1802.204, 1802.205, 1802.206, and 1803, ord. of 4-21-2011) (amended Section 1301 ord. of 6-23-11)(amended Section 1301 ord. of 1/1/19). Amended xxxx 2021

II. Urban Core Overlay District (UCOD)

Intent

There is hereby established an Urban Core Overlay District (UCOD). It is the intent of the Urban Core Overlay District (UCOD) to promote the attractive, harmonious and pedestrian friendly re-development of the City's urban core while enhancing the adjacent uses. The design standards provided pursuant to this section shall substitute the same standards provided in the underlying zone district. Where the UCOD is silent on a standard provided in the underlying zone district, the standard of the underlying zone district shall be determinative. Where conflicting provisions exist, the standards of the UCOD shall be determinative.

Affected Properties

The UCOD standards that follow shall be applicable to any parcel, structure, building, or use within the UCOD boundaries when:

1. Substantially renovated in an amount of or exceeding 50% of the then tax assessed value; or
2. Newly constructed, commercial, industrial, multi-family residential, or office developments; or
3. When any business has been closed for over 180 days or when a change of use is proposed, or

4. New or redeveloped parking lots, accessory structures, removal of trees and/or natural vegetation that are located partially or completely within the boundaries established for the UCOD; or
5. When any dwelling is being converted to a non-residential use; or
6. When any addition expanding the footprint of an existing building is proposed.

Single family detached dwellings, including any associated accessory structures located in the UCOD shall be exempt from the design review procedure and requirements set forth herein.

No zoning approval or building permit may be issued for any alteration of existing conditions to the lands, use, or structures within the UCOD except in accordance with the requirements stated herein. The Community Appearance Board (CAB) may approve, approve with conditions, or deny any application brought before it. When approved or approved with conditions by the CAB, a Certificate of Appropriateness shall be issued prior to a building permit.

1310 Delineation of District Boundaries

The boundaries of the UCOD as illustrated on the Official Zoning Map and the map attached as approved by the Mayor and City Council includes the following zoning districts within the UCOD:

General Commercial (GC);
 Intermediate Commercial (IC);
 Redevelopment District (REDD);
 Light Industrial (LI);
 Planned Development (PD)¹;
 Core Commercial (CC);
 Residential 4 (R4);
 Residential 5 (R5).

Properties located within the UCOD shall be designed in accordance with the following standards. Parking shall be restricted to the side or rear of the principal buildings and buffering from adjoining residentially zoned parcels shall be required.

¹ Properties currently zoned PD are subject to the standards of the PD as a matter of priority unless rezoned. However, projects within a PD zone district shall be subject to the CAB review provided herein. Where the standards provided in the UCOD are compatible with and complementary to the standards of the PD, the CAB shall apply the design standards of the UCOD so long as they are not in direct conflict with the standards of the PD. The CAB shall have discretion when considering the complementary or contradictory standards of a PD and the UCOD. The CAB should consider the purpose, intent, and specific guidelines of both the PD and the UCOD as well as the overall character of the project when considering a project within an underlying PD zone district.

Table 1310-1:

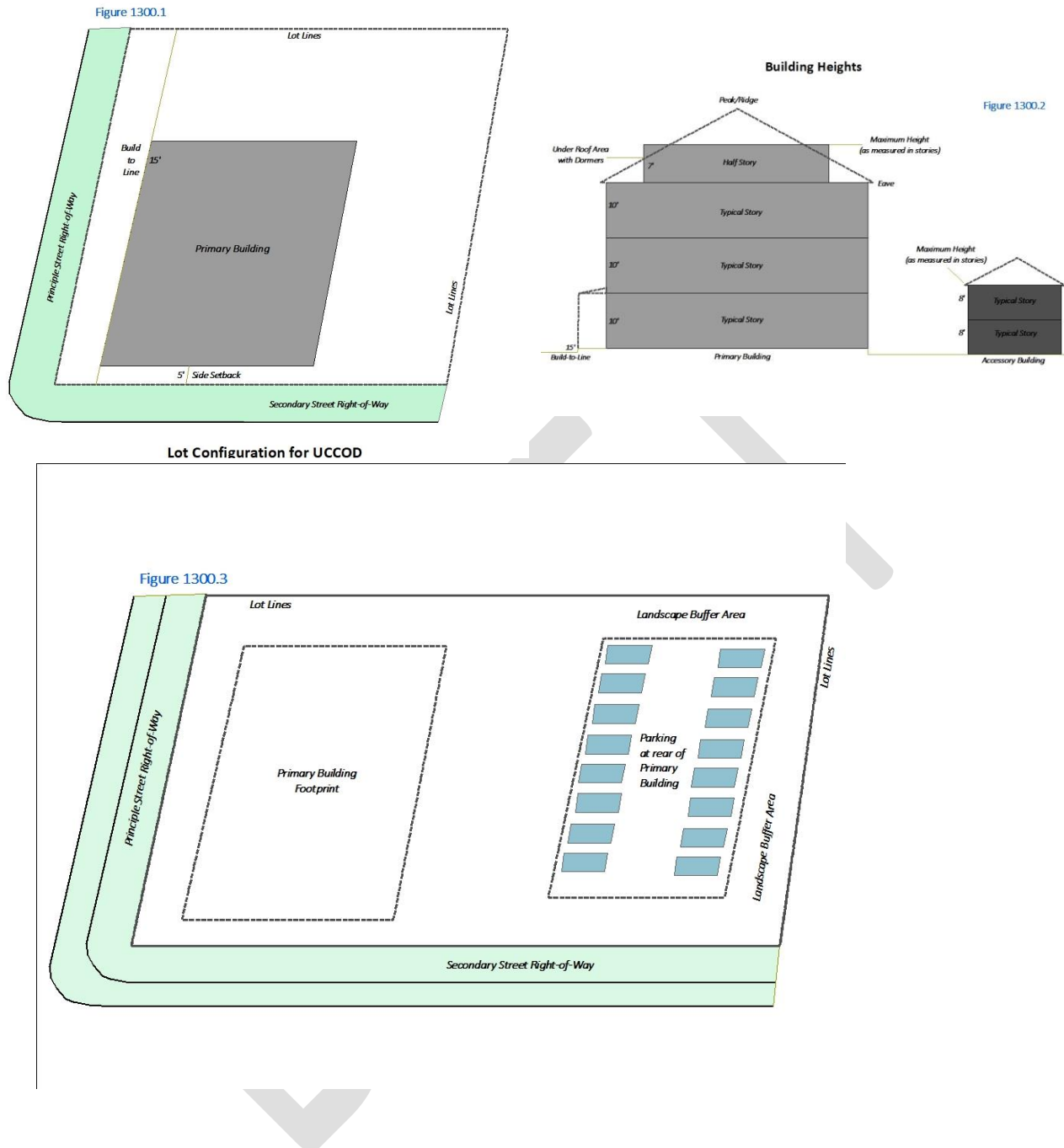
UCOD Standards	
A. LOT CONFIGURATION	
Minimum Lot Size	Underlying zone district
Maximum Lot coverage Allowed	85% ²
B. PRIMARY BUILDING PLACEMENT	
Build-to line	15 feet ³
Side Setback	5 <u>10</u> feet
Rear Setback	5 feet ⁴ 15 feet when adjacent to a residential <u>use or</u> zone district
C. ACCESSORY BUILDING PLACEMENT	
Front Setback	Accessory Structures shall be placed to the rear of the facade of a primary structure.
Side Setback	5 feet
<u>Maximum height of accessory structure</u>	<u>25 feet</u>
D. BUILDING FORM	
Primary Building Height	4 stories maximum ⁵ or 45 feet, <u>whichever is less</u>
Parking Buffers	5 feet unless adjacent to residential zone district, then 15 feet.
Residential Density- mixed uses encouraged.	When a primary building incorporates non-residential and residential uses on the same site, there shall be no density maximum.

² Landscape buffers and stormwater management plan required. See also rear setback requirement when adjacent to residential zone district.

³ Primary buildings shall be built to the front build-to line and may be built up to five feet behind or five feet in front of the 15 feet build-to line.

⁴ When a property within the UCOD shares a property line with a residential use or residential zone district, the rear setback shall be a minimum of 15 feet.

⁵ For properties that do not share a property line with a residential use or residential zone district, the height maximum may be extended beyond four (4) stories ~~for forty-five (45) feet~~ but not more than ~~ten-eight (8)~~ stories ~~for ninety (110-90) feet~~, whichever is less when a permitted use can provide its own fire protection by installing a fire suppression sprinkler system and meets all applicable requirements including but not limited to parking, landscaping, storm water, setback and building code requirements. See also Section 1310.8.-



Permitted uses. Land may be used and buildings or structures may be erected, altered or used for any purpose allowed by the underlying zoning district as listed in Article VII Section 704 Use Classification chart except that the following shall apply to parcels in the Urban Core Overlay District:

Mixed uses within the UCOD are encouraged. Multi-family may be permitted in General Commercial and Intermediate Commercial zone districts as a Conditional Use subject to the conditions of Article 4 Section 422.

1310.1 Build-to Line: For new construction, in lieu of a front setback line, a building shall be built to a fifteen (15) feet build-to line. Buildings may be built five (5) feet beyond or five (5) feet behind the build-to line. A build-to line is a line inside and across the front of a lot, generally parallel to the lot's Front Property Line. A pedestrian access to the building should be provided from the main thoroughfare.

1310.2 Side Setbacks: ~~5-Minimum ten (10) feet. For the preservation of light and air between buildings, the Community Appearance Board may increase the minimum side setback(s) for buildings in excess of forty-five (45) feet in height after considering the overall height of the building, overall design, context of the building, surrounding properties, nearby residences, environmental features, and other factors.~~

1310.3 Rear Setback: ~~When a property within the UCOD shares a rear property line with a residential use or residential zone district, the rear setback shall be a minimum of fifteen (15) feet. 5 feet unless it abuts a residential zone district, then 15 feet.~~

1310.4 Principal Street on Side Corner Lot shall adhere to section 1308.9 Site Triangle Vision Clearance Requirement.

1310.5 Parking: Mixed-use development that incorporates multi-family residential use require 1.5 parking spaces per residential unit in addition~~al~~ to parking requirements for the non-residential portion (s) of the development.

The Zoning Administrator may also reduce parking requirements when an applicant demonstrates to the satisfaction of the zoning administrator any one or combination of the following:

1. Bicycle parking has been provided at the rate of two (2) bicycle spaces for every one (1) vehicle parking space eliminated. Up to five percent (5%) of all parking spaces required or five (5) vehicle parking spaces may be reduced, whichever is less, when the addition of bicycle parking spaces are incorporated into the site design. Bicycle parking must provide a 1.5'x5' space for each bicycle and must utilize a bicycle rack(s). Bicycle rack design is subject to the approval of the Community Appearance Board and must be appropriately designed to blend in harmoniously with the overall site design and adjacent properties. Bicycle parking may be provided in the setback areas except that no bicycle parking rack may be placed within the vision clearance triangle defined above in Section 1308.9.
2. When pervious parking materials (e.g. pervious pavement, gravel parking, pervious pavers, grass pavers, etc.) are incorporated into at least fifty percent (50%) of the surface parking area, the overall parking requirements may be reduced by up to ten percent (10%).
3. The Zoning Administrator may reduce overall parking requirements by not more than an additional 10% when an applicant sufficiently demonstrates that a substantial portion of the business transacted will occur either through walk-in customers, drive-thru service, online order and pick-up, delivery or otherwise in a manner in which the need for parking is alleviated. Bicycle parking (number "1." above) and use of pervious parking materials (number "2." above) must be used before the Zoning Administrator is authorized to apply a reduction in required parking under this paragraph number "3".
4. Compact spaces may be used as provide in Sec. 1102.

1310.6 Right of way improvements: The applicant shall provide for right of way improvements that create a harmonious and attractive site. Right of way improvements include construction of sidewalks, installing sod subject to South Carolina Department of Transportation (SCDOT) approval and encroachment permit as well as other driveway entrances and exits. The Zoning Administrator and the Technical Review Committee shall review and approve proposed right of way improvements that are consistent with the City's overall transportation plan.

1310.7 Lowcountry Architectural Features encouraged: The building and site design should incorporate elements of Lowcountry style architecture. Some elements of Lowcountry Style architecture include but are not limited to large overhanging eaves, outdoor seating areas, chimneys, functional shutters, large windows, joggling boards, rocking chairs, high ceilings, metal roofs, large shade trees, and the use of transoms with a window above and a door below.

1310.8 Height

Story: For the purposes of this chapter a story is defined as that portion of a building included between the surface of any floor and the surface of the next floor above, or if there is no floor above it, then the space between such and the ceiling next above it. Active rooftops are encouraged. Elements of an active rooftop space such as shading or partially covered areas should not count as a story, however are subject to approval from the CAB.

The CAB is authorized to consider an increase to the maximum height allowed under exceptional circumstances wherein the CAB makes findings after considering the following:

1. Architectural merit of the proposed design
2. Overall context
3. Immediate surrounding properties
4. The proposed use of the property
5. The overall economic impact to the City
6. A parcel's location within a FEMA regulated flood zone as shown on the current Flood Information Rate Map (FIRM)
7. Any other factors presented to the CAB

When the CAB finds that an increase in height is appropriate, the CAB shall make detailed findings in writing and such findings shall be reflected in the minutes of the meeting.

In no instance, may the CAB allow an increase in height more than two (2) additional stories or twenty-two (22) feet, whichever is less. The CAB may not allow additional height for parcels that share a property line with a residential use or residential zone district.

Design Review Procedures

Applications for new construction, additions to existing structures, and renovations with a value equal to or greater than the then tax assessed value shall be submitted to the Community Appearance Board (CAB) for Preliminary and Final approval. Applications submitted for CAB review shall include an original plus seven (7) copies, a digital version of the proposal and:

- a) a detailed site plan,
- b) elevations of all sides of any structure detailing fenestrations,
- c) a lighting plan with proposed exterior light fixtures,
- d) proposed signage,

- e) materials detail,
- f) floor plans,
- g) mechanical equipment and when visible from a right of way materials for screening,
- h) detailed landscape plan and planting schedule, and
- i) proposed color scheme.

Photographs and contextual modeling are strongly encouraged to be included. After preliminary review, the CAB may require additional detail to be submitted for Final approval.

Applicants shall submit a completed Design Overlay District Application to the Planning & Community Development Department for Preliminary Approval. After the CAB provides Preliminary Approval, the applicant shall present additional details to the CAB for Final Approval.

Interior renovations, maintenance, and sign face changes may be submitted through an application to the Zoning Administrator. The Zoning Administrator may approve interior renovations, exterior maintenance and sign face changes that are in compliance with the standards provided herein.

Applicants are encouraged to meet with the Zoning Administrator for a conceptual review. The purpose of the meeting shall be to familiarize applicants with the City of Georgetown design review standards and receive pertinent information regarding the City of Georgetown Design Review Standards provided herein.

1311. Community Appearance Board Review (CAB)

The CAB shall have jurisdiction over the exterior improvements or changes to multi-family and non-residential developments within the jurisdictional boundaries of the UCOD. For parcels that are located in the Historic District and in the UCOD, the following shall be determinative as to jurisdiction:

Proposed projects that are on Contributing and non-contributing properties that are strictly a single family use shall be presented to the ARB including demolitions of a single-family use.

All other proposed projects for two-family, multi-family, mixed-use or non-residential uses shall be presented to the CAB. When a project proposes to convert a single-family use to another use, the ARB shall have jurisdiction over a demolition request and the CAB shall have jurisdiction over the proposed new construction.

The CAB shall provide a Preliminary review at the next available regularly scheduled meeting after a complete application is submitted. Preliminary review shall address height, scale and mass of a proposed project. Proposed projects shall be reviewed for compliance with the intent and standards of this ordinance and Article X Sign Regulations. The CAB may approve, approve with conditions, or deny a project proposal. Only those projects in compliance with this ordinance may be approved or approved with conditions. However, the CAB may hear variances, appeals, or any other matter authorized pursuant to the Zoning Ordinance Article XVII: Community Appearance Board. Variances and appeals may be reviewed concurrently at the Preliminary Review meeting of the CAB. After Preliminary review and approval is granted, the applicant shall submit an application for Final Approval addressing any comments provided at the Preliminary review as well as details of materials, color scheme, fenestrations, landscaping, signage, ~~lighting~~and lighting.

No building permit or Zoning approval may be issued except in compliance with the CAB Final approval.

1312. Site Design Standards

Site plans shall meet all applicable requirements set forth in the UCOD. Proposed developments shall avoid excessive or unsightly grading, indiscriminate earth moving or clearing, and avoid removal of trees and vegetation which could cause disruption of natural water courses, or disfigure natural land forms. All requirements set forth in the Army Corps of Engineers and/or OCRM will be addressed on a site plan.

The site plan shall provide for the harmonious placement of buildings, parking, signage, mechanical equipment, and other site improvements. Plant materials shall be selected from Table 1308.11. Use of native species that match or complement existing landscape features on the site or nearby sites should be incorporated into the landscape plan.

The relationship of structures to their environment, and the location and design of driveways, parking, and circulation areas shall be given special consideration. Proposed structures shall be sited to relate harmoniously to the terrain and to existing structures in the vicinity that have a visual relationship to the proposed structures. However, creative and unique design elements that do not exist on adjacent or nearby properties are not a basis for denial but may be incorporated into a building in a manner that complements the district. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings, and the creation of focal points with respect to avenues of approach, terrain features, or other buildings. With respect to vehicular and pedestrian circulation, including walkways, interior drives, and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, in so far as creative and unique design elements can be encouraged, do not detract from the design of proposed buildings and structures and the neighboring properties.

1312.1 Surface Parking Lot Perimeter landscape and Screening Requirements

Surface parking lots, service areas or other vehicular use areas shall include landscaping where such areas abut a public right-of-way or neighboring parcel, except where permitted driveway connections and pedestrian connections are to be provided. Such landscaping shall be provided as follows:

- a) A landscaping area at least five (5) feet in depth shall be located adjacent to the abutting right-of-way or neighboring parcel; except that where a drainage or other utility easement exists along a property line and the property line is not adjacent to a residentially zoned property, the landscape area can be reduced to three (3) feet and be located between the parking lot, service area or other vehicular use area and the drainage or utility easement. When an adjacent property is in a residential zone district, the landscape area shall be a minimum of fifteen (15) feet.
- b) The landscaping area shall be planted with either one (1) shade tree for each thirty-five (35) linear feet of landscaping area and an evergreen hedge or other durable landscape material of at least three (3) feet in height to provide a continuous landscape element; or one (1) ornamental tree for each twenty-five (25) linear feet of landscaping area
- c) When the perimeter landscape area is located within an existing utility easement, two ornamental trees may be substituted for each required shade tree.
- d) For service areas such as dumpsters, mechanical equipment (HVAC) or other unsightly service areas, appropriate screening made of materials that blend with the primary structure and overall property shall be incorporated. The screening shall be an appropriate height to screen the otherwise unsightly activity but in no instance may exceed ten feet in height. The CAB

may require additional landscaping to soften the screening materials. Service areas should be placed in a manner where they are visually minimized and whenever possibly not visible from any adjacent public right of way.

1312.2 Surface Parking Lot and Other Vehicle Use Areas Interior Landscaping Requirements

- a) The interior of parking areas shall contain landscape islands and peninsulas located in such a manner as to preserve existing trees and vegetation; guide traffic flow and direction; divide and break up large expanses of parking; and promote pedestrian and vehicular safety.
- b) A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.
- c) Each end row of parking spaces shall require a landscape island unless the end of such row of parking spaces is adjacent to a perimeter landscape border as required in 1312 of this ordinance.
- d) The minimum width of a landscape island that is parallel to a parking space shall be nine (9) feet, and the minimum length for the same shall be eighteen (18) feet. Each landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and five (5) shrubs.
- e) Every fourth group of rows of parking spaces shall be separated from one another by a four (4) foot landscape island or rain garden that extends the entire length of the row of parking spaces. Such landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and 10 shrubs for every thirty five (35) linear feet.
- f) Landscape islands may be designed in a manner that promotes Best Management Practices for storm water management. For example, a landscape island may eliminate curbing and allow for water to flow into it for absorption by the natural landscaping.

1312.3 Street Frontage Landscaping. Street frontage landscaping shall include a shade tree every 45 feet, and an ornamental tree every 45 feet alternating shade trees and ornamental trees. Ten (10) shrubs a minimum of three (3) gallons and one and one half (1.5) feet at the time of installation shall be incorporated for every thirty-five (35) linear feet of street frontage. Spacing need not be equal so long as adjusting spacing complements the architectural features and shape of the building, subject to the CAB approval. Ground cover and planting beds should be used in a manner that utilizes native species, are drought resistant, and limits the use of chemical fertilizers.

1312.4 Percentage of Property to be landscaped.

Each property shall devote a minimum of fifteen (15%) of its total area to landscaping which may include existing or transplanted trees, shrubs, and lawns. Rooftop landscaped areas may count toward the minimum landscaping required. Paved areas, gravel areas, and retention/detention ponds shall not be calculated as part of the minimum fifteen (15%) percent.

1312.5 Retention Pond Landscape Requirements. The standards of Section 1308.5 of the MCOD shall also apply to the UCOD.

1312.6 Requirements for Landscape Buffers

The following apply to all landscape buffers within the UCOD:

- A. Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.
- B. Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

C. Existing trees, regardless of classification may be counted toward requirements for shade trees or ornamental trees provided such trees are a minimum of 5" inches in caliper, in good health, and located in the approximate area as required.

D. Shade Trees: Any deciduous or leaf bearing tree that reaches a mature height in excess of forty (40) feet. Shade trees shall be a minimum of three (3) inches in caliper and ten (10) to twelve (12) feet in height at the time of installation.

E. Ornamental trees: Any deciduous or evergreen tree that has a particular ornamental characteristic and tends to have a mature height less than that of a shade tree. The ornamental characteristic of such trees may include a distinctive shape, color, flower, or limb configuration. Ornamental trees shall be a minimum of one and one half (1.5) inches in caliper and six (6) to eight (8) feet in height at the time of installation.

F. Shrubs: Shrubs shall be a minimum of three (3) gallons in size and/or one and one half (1.5) feet in height at the time of installation.

G. Groundcover: Groundcover shall consist of grass, turf, sod, ivy, bulbs, potted flowers, and bedding plants. Pebbles, wood chips, bark, mulch, straw and similar materials may be used in conjunction with groundcover to delineate planting beds, but in no instance shall such materials be used for the purpose of sidewalks, parking areas, or driveways. Areas dedicated for lawns shall be cleared of debris, graded level, and covered with sod, turf, or grass seed.

H. When the configuration of a structure and parking area are such that the required landscaping set forth herein has to be placed under overhead utility services, consideration shall be given to the estimated mature height or required plant materials. Substitutions of plant materials or types (i.e. shade trees) when needed due to overhead utilities may be replaced with ornamental trees.

I. No structures or portions of structures (except public utility services) shall be permitted in a required landscape buffer unless otherwise provided in these standards. Ingress and egress, mailboxes, and signage may be permitted within required landscape subject to the approval of the CAB.

J. The owner, occupant, tenant, or agent shall be jointly and severally responsible for the maintenance of all landscaping. Landscaping shall be maintained in good condition so as to present a healthy, neat and orderly appearance. Proper maintenance shall include watering, weeding, mowing, mulching, fertilizing, and pruning. Any dead, dying, or damaged landscaping material shall be promptly replaced with materials of an approved size and type.

1312.7 Recommended Plant List

Table 1308.11 above specifies trees and shrubs that are native or have been determined to be suitable for the local climate. Applicants should utilize the recommended plant list, however may incorporate trees and shrubs not on the recommended plant list subject to the approval of the CAB.

1312.8 Tree Preservation and Care During Construction. In order to insure that existing trees and vegetation are incorporated into proposed site plans, topographic survey with any site plan is required. Such topographic survey shall be prepared by a licensed surveyor and illustrate the location and type of all trees

with an eight (8) inch DBH and greater. The City of Georgetown Tree Protection Ordinance shall be strictly adhered to. Tree protection shall be installed prior to construction.

1313 Lighting Plan

The requirements of Sections 1304.6 through 1304.9 shall be applicable to developments within the UCOD. Plans submitted to the CAB shall demonstrate compliance with the lighting plan requirements.

1314 Architectural Design Standards

All proposed structures will contribute to the image of the City of Georgetown as a unique place of visual character, integrity and quality. Creativity in design is encouraged as a complement to the historic character of the City of Georgetown. Use of contemporary materials or original design elements may not be the basis of denying an application. Structures shall meet all applicable Building Code requirements in addition to the following:

- a) Building features and appearance. The shape, configuration, design, color, and types of material of proposed buildings, and/or alterations and additions to existing buildings, must establish an identifiable character for the development and not detract from neighboring properties. To this end, all elevations of a building must be in harmony one with another in terms of scale, proportion, detail, material, color, and design quality, and all buildings and accessory structures within a proposed development, including gasoline canopies, must be designed to create a harmonious whole. The use of loud, garish colors must be avoided except when the use of colors so characterized is essential for creating a successful design which complies with all other standards.
- b) The use of proper site design, architectural features, and/or landscaping to reduce the appearance of excessive height or mass of proposed structures should be utilized to make the development compatible with adjacent and nearby developments. Long, monotonous facade designs including, but not limited to those characterized by unrelieved repetition of shape or form or by unbroken extension of line shall be avoided. Ornamentation should complement the overall design and avoid visual clutter.
- c) On-site electric, telephone, and other utility lines shall be underground.
- d) Special features and accessory structures including storage areas, exposed machinery installations, service areas, truck loading areas, utility building and structures and similar accessory areas shall be subject to such design standards, setbacks, screen plantings, or other screening methods as shall reasonably be required by the CAB to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.
- e) The use of a parapet may be utilized and may extend beyond the maximum height limit but may not be extended beyond the height of any elevator shaft subject to approval of the CAB.
- f) Appropriate exterior materials include finished wood, brick, shake shingles, hard plank, stone, stucco and split face block. The use of corrugated metal, unfinished wood, T1-11, and vinyl siding are not allowed exterior materials in the UCOD.
- g) Shingles, metal standing seam, tile, terracotta, slate or other durable, long-lasting roofing materials are allowed.
- h) Shutters, when incorporated into the design of a building, should be functional and made of complementary materials and of a complementary design to the overall building.
- i) Fences and walls may be approved subject to the approval of the CAB. Fences and walls should not block views of natural areas from public rights-of-way and should incorporate transparent elements within the design. No fence or wall may exceed six (6) feet in height. Materials should be durable and be harmonious with the overall materials and design scheme of the principal

building. Chain link, barbed wire, and other inappropriate fence materials shall not be approved.

- j) The color palette should be complementary. Colors should be limited to no more than three except in extraordinary circumstances where the architectural design of the building is enhanced by additional colors.

1315 Sign Design Standards

Signage shall meet all applicable requirements of Article X, are subject to CAB approval, and must meet all applicable Building Codes in addition to the following requirements:

1315.1 The location and dimension of wall signs shall be indicated upon the architectural elevations of the proposed structures. Wall signs shall fit within the confines of the architectural details of the building and not obscure or detract from those features.

1315.2 Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

1315.3 The materials, colors, and lighting of signs shall be compatible with the materials used in the construction of the building. Lighting must point downward. Landscaping of monument signs is required and subject to CAB approval.

1316 Site Triangle Vision Clearance Requirement

The Site Triangle Vision Clearance Requirements of Section 1308.9 above shall apply to all parcels in the UCOD.

1316 Procedures for Appeals and Variances

The provisions of Section 1309 Procedures are applicable for projects within the UCOD.

(Ordinance Adopted xxxx ~~2022~~²¹)



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

ORDINANCE

DOC ID: 3490

Council Meeting Date:	20 January 2022
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve an ordinance rezoning approximately 1.52 acres, owned by the City of Georgetown, from Residential (R1) to General Commercial (GC)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	See Briefing Document
Options:	Approve, modify, or deny rezoning.
Staff Recommendation:	Approve rezoning.

Reviews:

Christopher Inglese Skipped 01/10/2022 7:39 PM

Chris could not get his laptop to work so he said to skip him on this Workflow.

City Attorney Completed 01/11/2022 10:56 AM

Sandra E. Yudice Ph.D. Completed 01/12/2022 10:25 AM

Stephanie Buccione Completed 01/12/2022 5:31 PM

Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 Ord Rezoning 1.52 ac Electric Dept R1 to GC (PDF)
2. 2 Rezoning App City Elec Dept (PDF)
3. 3 Briefing Document Rezoning 1.52 (PDF)
4. 4 Sec 513 Min Area Rezoning (PDF)
5. 5 Current Zoning Map (PDF)
6. 6 Proposed Zoning Map (PDF)
7. 7 Elec Dept Pic (PDF)

**MOTION TO APPROVE AN ORDINANCE REZONING APPROXIMATELY 1.52 ACRES,
OWNED BY THE CITY OF GEORGETOWN, FROM RESIDENTIAL (R1) TO GENERAL
COMMERCIAL (GC)**

AN ORDINANCE REZONING APPROXIMATELY 1.52 ACRES, OWNED BY THE CITY OF GEORGETOWN, FROM RESIDENTIAL (R1) TO GENERAL COMMERCIAL (GC)

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and

WHEREAS, Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

WHEREAS, the Planning Commission of the City of Georgetown, South Carolina held a meeting and public hearing to receive public input regarding the rezoning request; and

WHEREAS, following the public hearing on January 6, 2022, the Planning Commission voted 6-0 in favor of recommending to City Council approval of the rezoning; and

WHEREAS, the Mayor and City Council of the City of Georgetown have determined that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning of property from Residential (R1) to General Commercial (GC), property totaling approximately 1.52 acres located off Church Street, identified by the Georgetown County Tax Maps as TMS# (05-0027-032-00-00).

For a more specific description of said property, see attached map.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Future Land Use Map and Official Zoning Map of the City of Georgetown be amended by revising and amending the zoning boundaries of the Official Zoning Map, together with all explanatory matter herein as follows:

Rezoning of property from Residential (R1) to General Commercial (GC), property totaling approximately 1.52 acres located off Church Street, identified by the Georgetown County Tax Maps as TMS# (05-0027-032-00-00).

BE IT FURTHER ORDAINED that such changes shall be made on the Official Zoning Map and Future Land Use Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



Rezoning Application

Tax Map Number 05-0027-032-00-00
 Area (sq. ft. or acres) 1/4 66,420 or 1.52 ac
 Physical Address of Property 800 Church St.
Georgetown, SC 29440
 Existing Use of Property Electric Dept. (city)
 Location of Property Church Street across from Broad Street.
 Existing Zoning District R1 Requested Zoning District GC

Ownership Information:

Name: City of Georgetown
 Address: PO Drawer 939
 City: Georgetown State: SC Zip: 29442 Phone: (843) 545-4010

Agent Information:

Name: City of Georgetown Planning Staff
 Address: 1134 N. Fraser St. (City Hall)
 City: Georgetown State: SC Zip: 29440 Phone: (843) 545-4010

What road will provide access to the site: U.S. Hwy 17 / Church Street
 Is the access road a paved or unpaved road: Paved
 Approximately how many acres of the site is considered wetlands: 0.0
 Is any of the site considered a floodplain or floodway: ☒ Yes ☐ No
 Are high traffic patterns a concern in your area: ☐ Yes ☒ No

Important Notes:

- A plat of the property to be rezoned shall be submitted with this application.
- An application fee of \$300.00 must accompany application. GL# (0010.00.323.024)
- Notice to Adjacent Property Owners: The person requesting the Zoning Map Amendment must submit to the Building & Planning Department stamped envelopes with the following return address on the envelope: "Georgetown City Zoning" 1134 N Fraser St, Georgetown, South Carolina 29440. Planning & Community Development staff will comprise a letter and a map and send them to the residents or businesses within two hundred (200) feet of the proposed rezoned property to notify them.
- It is understood by the undersigned that while this application will be carefully reviewed and considered the burden of proving the need for the proposed rezoning rest with the applicant.



Signature Page

Applicant/Agent hereby certifies that the information provided in this application is correct.

Owners:

Print Name	Signature	Date
------------	-----------	------

Print Name	Signature	Date
------------	-----------	------

Corporation/Partnership

City of Georgetown (SC)

Print Corporation/Partnership Name	(if in LLC or Corp. name please, provide authorization to sign)
------------------------------------	---

Sandra E. Yúdice, Ph.D.

11/22/2021

Print Name	Signature	Date
------------	-----------	------

City Administrator

Print Title and Name

Designation of Agent:

I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us) and act on my (our) behalf in this request for rezoning, as he/she deems necessary and proper.

Matthew Milwood (Planner)
Print Agents Name

Matthew Milwood	11/22/2021
Signature of Agent	Date

Sandra E. Yúdice	11/22/2021
Signature of Owner	Date

C. Yúdice	11.22.21
Witness Signature	Date

Attachment: Rezoning App City Elec Dept (3490 : Rezoning 1.52 acres City Electric Dept R1 to GC)

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
CLARENCE SMALLS
MAYOR PRO TEMPORE

JONATHAN ANGNER
JIM CLEMENTS
AL JOSEPH
HOBSON H. MILTON
JIMMY MORRIS

Executive Offices
(843) 545-4001

To: Mayor Jayroe and City Council
Prepared by: Christopher S. Inglese
Department: Planning & Community Development
Date Prepared: January 10, 2021
Subject: City Electric Dept. rezoning 1.52 acres

Issue Background

The City of Georgetown Electric Department is located at 800 Church Street in the old armory building. This department has been housed in this location for approximately 25 years. The current zoning for this 1.52 acres property is Residential (R1), but the use has been commercial all along. Now that the City is in negotiations to sell the property to NTT Georgetown, LLC for a mixed-use development, we need to get the zoning on the property corrected.

On January 6, 2022 at 6:00 PM, the Planning Commission (PC) held a public hearing on this proposed rezoning. The property was posted, letters were sent to surrounding property owners, and an ad was placed in the local newspaper about the rezoning. No one from the community showed up to voice their opinion about the rezoning. After the public hearing, PC heard the presentation from city staff and then made a recommendation to approve the rezoning request by a favorable vote of 6-0 (one PC member was absent).

Discussion

The property needs to be rezoned to match the current and future uses for a proposed mixed-use development. The property has been used as a commercial use for many years, and with the future purchase and development of the property, the parcel needs to be rezoned.

Alternatives

Council can approve or deny the rezoning of the Electric Department property from Residential (R1) to General Commercial (GC).

Recommended Course of Action

Staff recommends approval of the rezoning along with the Planning Commission's recommendation.

Timeline for Recommendation

1st reading of the Rezoning Ordinance will be on 1/20/22, and 2nd reading on 2/17/22.

Fiscal Impact

After development, there will be substantial gains in the tax base.

Drawer 939
Georgetown, SC 29442

Attachment: Briefing Document Rezoning 1.52 (3490 : Rezoning 1.52 acres City Electric Dept R1 to GC)

Social Impact

N/A

Environmental Impact

N/A

Attachments

Rezoning Ordinance

Rezoning Application (from the City)

Section 513 – minimum area for rezoning

Current Zoning map

Proposed Zoning map

Picture of Electric Dept.

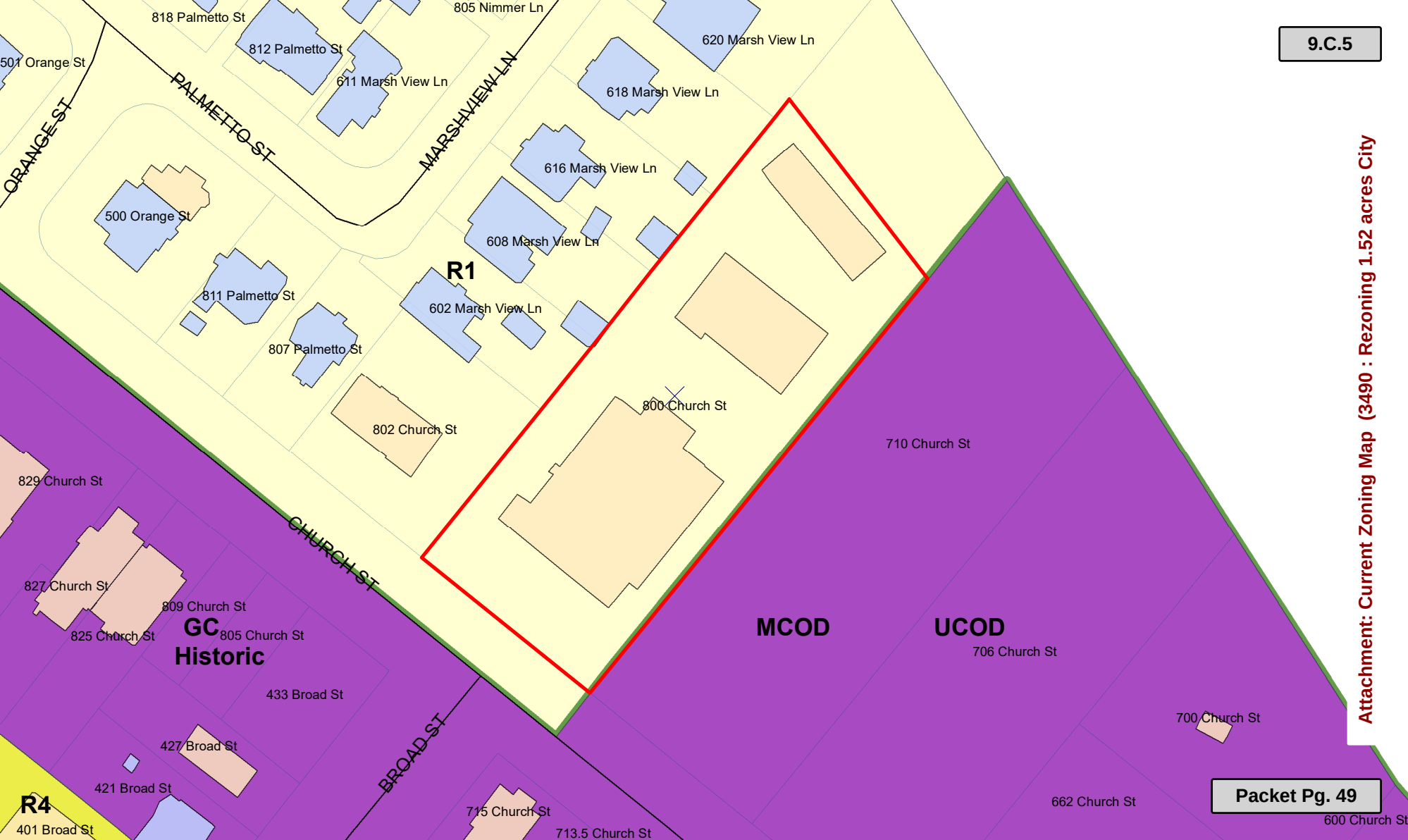
513 Minimum Area of Zoning District

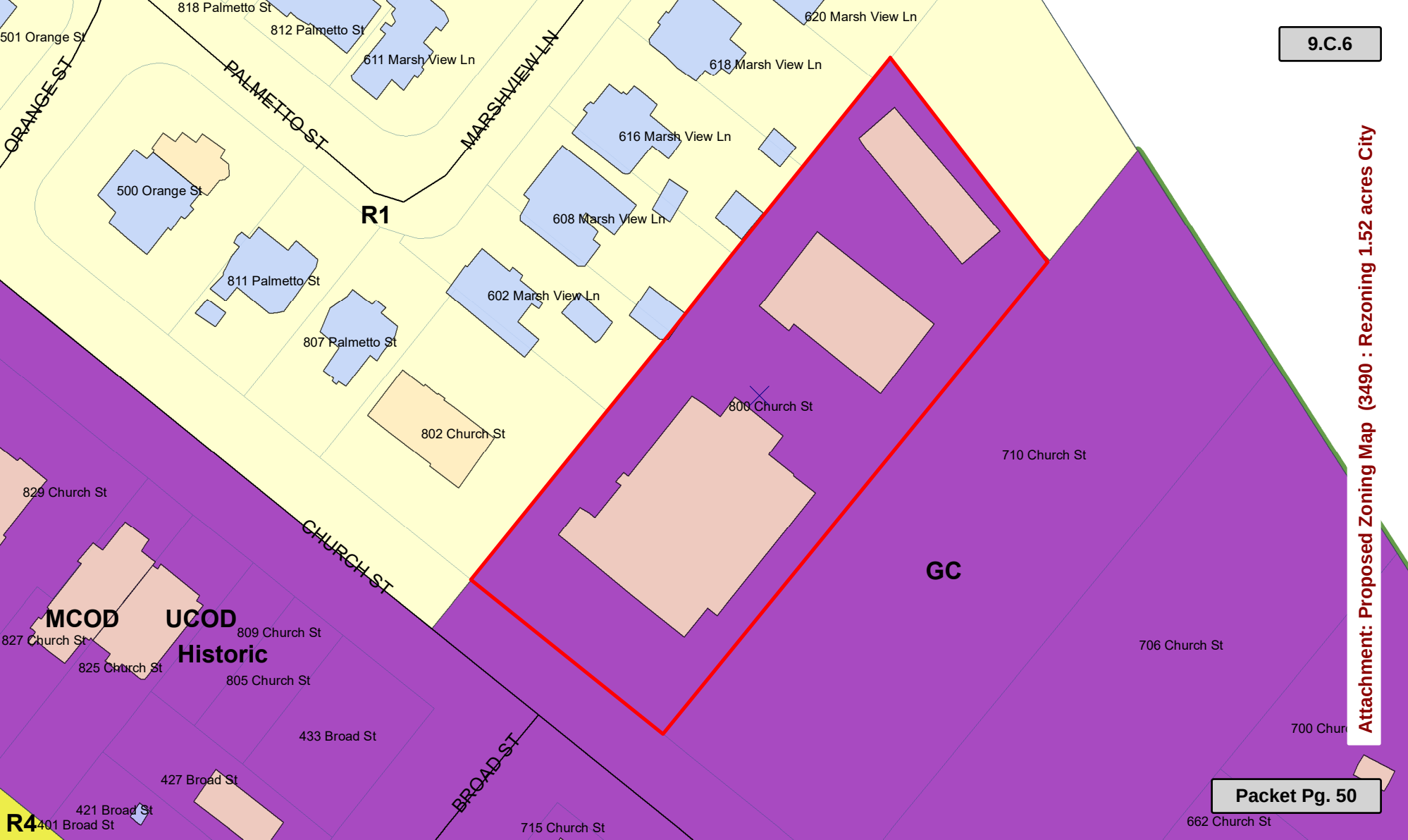
No tract(s) of land shall be rezoned for a zoning classification different from that of the surrounding properties unless such tract(s) is a minimum of two (2) acres in area. (Amended 5-18-06)

514 One Principal Use on a Lot

Only one principal use may be permitted on a parcel with the exception of Planned Developments as defined in Section 702 and the REDD-F2 and REDD-F3 as provided in Article XXI. Parcels that have existing building prior to the adoption of this ordinance may continue use of the building. If the existing use ceases to operate, a new use will not be permitted. If the use ceases for a period of 90 days, the use will no longer be considered existing and will not be eligible for a permit to reopen. A property owner may subdivide the property if all the requirements established in Article VIII of the Zoning Ordinance can be met.

Editor's note (added Article V, Section 514 ord. of 4-21-11 & revised 1-1-19) (Article V, Section 511 amended 12-20-18)







Attachment: Elec Dept Pic (3490 : Rezoning 1.52 acres City Electric Dept R1 to GC)



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

ORDINANCE

DOC ID: 3492 A

Council Meeting Date:	20 January 2022
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve an ordinance rezoning approximately .37 acre, owned by NTT Georgetown, LLC, from Residential (R1) to General Commercial (GC)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	See Briefing Document
Options:	Approve, modify, or deny rezoning.
Staff Recommendation:	Approve rezoning.

Reviews:

Christopher Inglese Skipped 01/10/2022 7:49 PM

Chris laptop wasn't working so he said to skip him in the Workflow.

City Attorney Completed 01/11/2022 10:50 AM

Sandra E. Yudice Ph.D. Completed 01/12/2022 10:22 AM

Stephanie Buccione Completed 01/12/2022 5:30 PM

Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 Ord Rezoning .37 ac NTT Georgetown R1 to GC (PDF)
2. 2 NTT Rezoning Application .37 ac (PDF)
3. 3 Briefing Document Rezoning .37 (PDF)
4. 4 Aerial (PDF)
5. 5 Current Zoning Map (PDF)
6. 6 Proposed Zoning Map (PDF)

**MOTION TO APPROVE AN ORDINANCE REZONING APPROXIMATELY .37 ACRE, OWNED
BY NTT GEORGETOWN, LLC, FROM RESIDENTIAL (R1) TO GENERAL COMMERCIAL
(GC)**

**AN ORDINANCE REZONING APPROXIMATELY .37 ACRE, OWNED BY NTT
GEORGETOWN, LLC, FROM RESIDENTIAL (R1) TO GENERAL COMMERCIAL (GC)**

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and

WHEREAS, Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

WHEREAS, the Planning Commission of the City of Georgetown, South Carolina held a meeting and public hearing to receive public input regarding the rezoning request; and

WHEREAS, following the public hearing on January 6, 2022, the Planning Commission voted 6-0 in favor of recommending to City Council approval of the rezoning; and

WHEREAS, the Mayor and City Council of the City of Georgetown have determined that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning of property from Residential (R1) to General Commercial (GC), property totaling approximately .37 acres located off Church Street, identified by a portion of the Georgetown County Tax Maps as TMS# (05-0027-033-00-00).

For a more specific description of said property, see attached map.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Future Land Use Map and Official Zoning Map of the City of Georgetown be amended by revising and amending the zoning boundaries of the Official Zoning Map, together with all explanatory matter herein as follows:

Rezoning of property from Residential (R1) to General Commercial (GC), property totaling approximately .37 acres located off Church Street, identified by a portion of the Georgetown County Tax Maps as TMS# (05-0027-033-00-00).

BE IT FURTHER ORDAINED that such changes shall be made on the Official Zoning Map and Future Land Use Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Attachment: Ord Rezoning .37 ac NTT Georgetown R1 to GC [Revision 1] (3492 : Rezoning .37 acre for NTT Georgetown from R1 to GC)

\$300.00



Rezoning Application

Tax Map Number #05-0027-033-00-00
 Area (sq. ft. or acres) 1.99 acres + 1- [0.37 (R1) acres]
 Physical Address of Property 710 CHURCH STREET
Georgetown, SC 29440
 Existing Use of Property MARSH LAND
 Location of Property BEHIND ARMORY CURRENTLY USED AS GEORGETOWN ELFTAK
 Existing Zoning District R-1 Requested Zoning District GC DEPT.

Ownership Information:

Name: NTT GEORGETOWN, LLC.
 Address: 843 DEBORDIEN BLVD.
 City: GEORGETOWN State: SC Zip: 29440 Phone: 704-650-3883

Agent Information:

Name: DAVID KOSSOVE
 Address: 843 DEBORDIEN BLVD.
 City: GEORGETOWN State: SC Zip: 29440 Phone: 704-650-3883

What road will provide access to the site: CHURCH STREET
 Is the access road a paved or unpaved road: PAVED
 Approximately how many acres of the site is considered wetlands: _____
 Is any of the site considered a floodplain or floodway: ☒ Yes ☐ No
 Are high traffic patterns a concern in your area: ☐ Yes ☒ No

Important Notes:

- A plat of the property to be rezoned shall be submitted with this application.
- An application fee of \$300.00 must accompany application. GL# (0010.00.323.024)
- Notice to Adjacent Property Owners: The person requesting the Zoning Map Amendment must submit to the Building & Planning Department stamped envelopes with the following return address on the envelope: "Georgetown City Zoning" 1134 N Fraser St, Georgetown, South Carolina 29440. Planning & Community Development staff will comprise a letter and a map and send them to the residents or businesses within two hundred (200) feet of the proposed rezoned property to notify them.
- It is understood by the undersigned that while this application will be carefully reviewed and considered the burden of proving the need for the proposed rezoning rest with the applicant.



Attachment: NTT Rezoning Application .37 ac (3492 : Rezoning .37 acre for NTT Georgetown from R1 to GC)



Signature Page

Applicant/Agent hereby certifies that the information provided in this application is correct.

Owners:

NTT GEORGETOWN, LLC. David B. Kossore 11/22/2021
 Print Name Signature Date

 Print Name Signature Date

Corporation/Partnership

NTT GEORGETOWN, LLC.
 Print Corporation/Partnership Name (if in LLC or Corp. name please, provide authorization to sign)

David B. Kossore 11/22/2021
 Print Name Signature Date

DAVID B. KOSSORE, MANAGER
 Print Title and Name

Designation of Agent:

I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us) and act on my (our) behalf in this request for rezoning, as he/she deems necessary and proper.

DAVID KOSSORE
 Print Agents Name

David Kossore 11/22/2021
 Signature of Agent Date

David Kossore 11/22/2021
 Signature of Owner Date

David B. Kossore 11/22/2021
 Witness Signature Date

Attachment: NTT Rezoning Application .37 ac (3492 : Rezoning .37 acre for NTT Georgetown from R1 to GC)

MAYOR
CAROL JAYROE

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
CLARENCE SMALLS
MAYOR PRO TEMPORE

JONATHAN ANGNER
JIM CLEMENTS
AL JOSEPH
HOBSON H. MILTON
JIMMY MORRIS

Executive Offices
(843) 545-4001

To: Mayor Jayroe and City Council
Prepared by: Christopher S. Inglese
Department: Planning & Community Development
Date Prepared: January 10, 2021
Subject: NTT Georgetown, LLC rezoning .37 acre

Issue Background

The property is located at 710 Church Street behind the current City of Georgetown Electric Department. A majority of this site use to house the old Carolinian Motel. The current zoning for this rear portion of the property, consisting of 0.37 acre, is Residential (R1) (see attached map). The City is in negotiations to sell the property located just in front of this R1 zoned area to the current property owner of 710 Church Street, NTT Georgetown, LLC, for a proposed mixed-use development.

On January 6, 2022 at 6:00 PM, the Planning Commission (PC) held a public hearing on this proposed rezoning. The property was posted, letters were sent to surrounding property owners, and an ad was placed in the local newspaper about the rezoning. No one from the community showed up to voice their opinion about the rezoning. After the public hearing, PC heard the presentations from city staff and NTT Georgetown's attorney, and then made a recommendation to approve the rezoning request by a favorable vote of 6-0 (one PC member was absent).

Discussion

The property needs to be rezoned to match the current and future uses for a proposed mixed-use development. The property up for rezoning is just a drainage retention area for the old Carolinian Motel. With the future purchase and development of the adjacent Electric Department property, this parcel needs to be rezoned concurrently.

Alternatives

Council can approve or deny the rezoning of the NTT Georgetown, LLC property from Residential (R1) to General Commercial (GC).

Recommended Course of Action

Staff recommends approval of the rezoning along with the Planning Commission's recommendation.

Timeline for Recommendation

1st reading of the Rezoning Ordinance will be on 1/20/22, and 2nd reading on 2/17/22.

Drawer 939
Georgetown, SC 29442

Attachment: Briefing Document Rezoning .37 (3492 : Rezoning .37 acre for NTT Georgetown from R1 to GC)

Fiscal Impact

After development, there will be substantial gains in the tax base.

Social Impact

N/A

Environmental Impact

The site engineer will have to make sure the proposed development does not disturb the nearby wetlands.

Attachments

Rezoning Ordinance

Rezoning Application (NTT Georgetown, LLC)

Aerial Photo map

Current Zoning map

Proposed Zoning map

Rezoning R1 to GC

NTT Georgetown, LLC

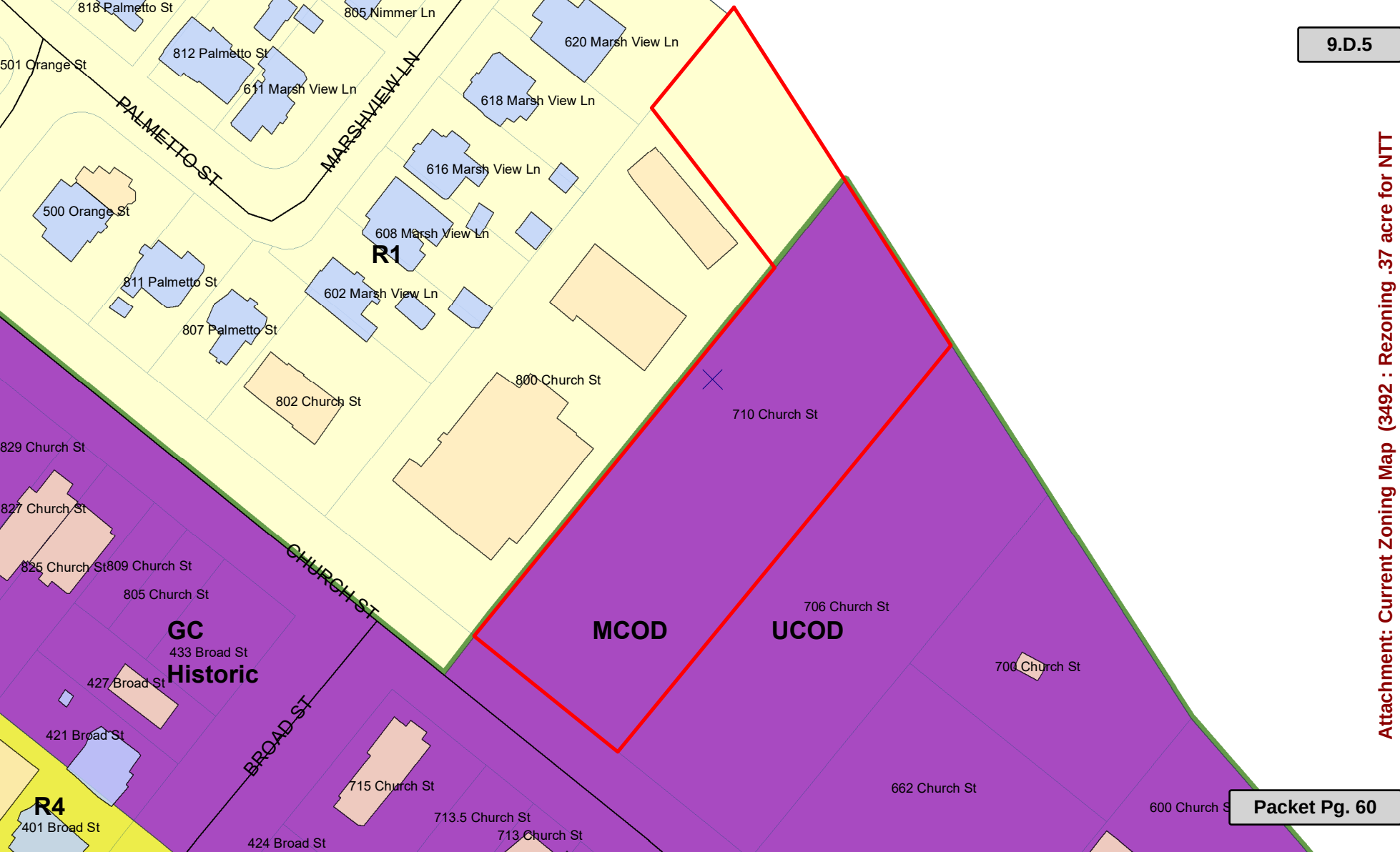
Legend

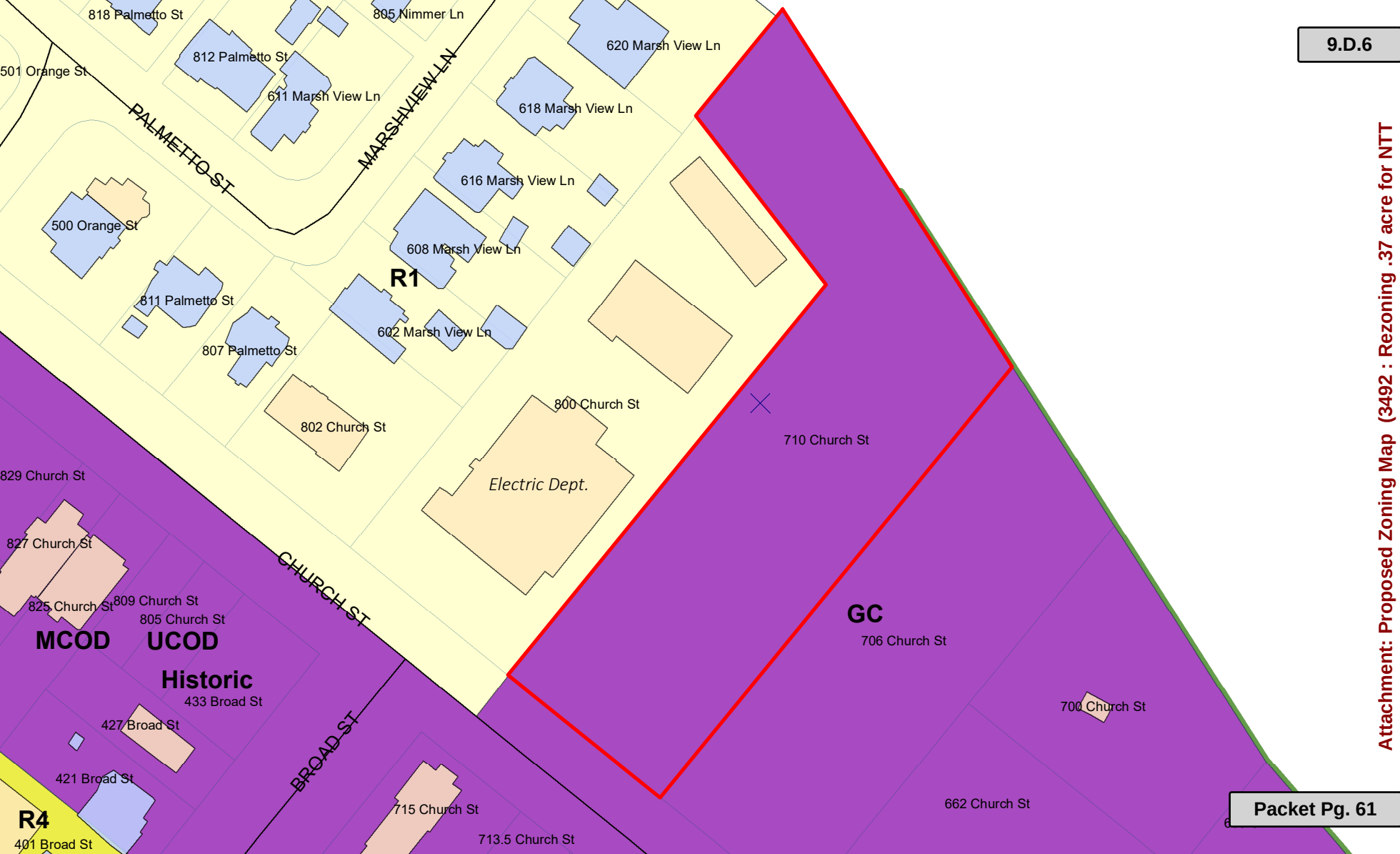
Untitled Polygon

9.D.4



Attachment: Aerial (3492 : Rezoning .37 acre for NTT Georgetown from R1 to GC)







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

ORDINANCE

DOC ID: 3463

Council Meeting Date:	20 January 2022
Department:	Finance
Issue Under Consideration:	Motion to approve an ordinance to amend the Fiscal Year 2021/2022 (FY2022) budget for the City of Georgetown, South Carolina, in the amount of \$2,176,075.95; to prescribe the purposes for which the proceeds of the American Rescue Plan Act 2021 funds shall be expended; and to provide for other matters relating thereto.
Amount Requested:	\$2,176,075.95
Is Item in Current Budget?	No
If no, please explain:	Funding received during FY2021-22
Financial Impact:	Will allow City to fund priority projects and initiatives.
Points to Consider:	Funding had been delayed by State. We need to initiate the projects in order to obligate all funds by the required date of December 31, 2024, spend all the funds by December 31, 2026. Of the \$2,176,075.95 requested, \$1,941,651.90 will be committed as proposed during FY22. The remainder will be in ending fund balance for FY22.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

John Barfield Completed 01/12/2022 4:57 PM

Sandra E. Yudice Ph.D. Completed 01/12/2022 5:11 PM

Stephanie Buccione Completed 01/12/2022 5:29 PM

Georgetown City Council Completed 12/16/2021 5:30 PM

Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 REVISED Ordinance to amend the Fiscal Year 2021-22 Budget (PDF)

MOTION TO APPROVE AN ORDINANCE TO AMEND THE FISCAL YEAR 2021/2022 (FY2022) BUDGET FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA, IN THE AMOUNT OF \$2,176,075.95; TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS OF THE AMERICAN RESCUE PLAN ACT 2021 FUNDS SHALL BE EXPENDED; AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.

**AN ORDINANCE TO AMEND THE FISCAL YEAR 2021/2022 (FY 2022) BUDGET FOR
THE CITY OF GEORGETOWN, SOUTH CAROLINA; TO PRESCRIBE THE PURPOSES FOR WHICH
THE PROCEEDS OF THE AMERICAN RESCUE PLAN ACT 2021 FUNDS SHALL BE EXPENDED;
AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.**

WHEREAS, On March 11, 2021, US Congress approved the \$1.9 trillion funding under the American Rescue Plan Act 2021 (“ARPA 2021”) for state and local governments to respond to the COVID-19 public health emergency; and

WHEREAS, US Congress appropriated \$65.1 billion for municipal governments from the ARPA 2021; and

WHEREAS, of the \$65.1 billion, US Congress allocated \$19.53 billion to Non-Entitlement Units (NEUs) of Local Government, which include municipalities having populations fewer than 50,000; and

WHEREAS, the City of Georgetown (“City”) falls in the NEU category and will receive a total of \$4,352,151.90 in two disbursements: \$2,176,075.95 in FY 2022 and \$2,176,075.95 in FY 2023; and

WHEREAS, the City submitted its application for disbursement to the State of South Carolina’s Department of Administration (“SCDoA”); and

WHEREAS, the SCDoA approved the City’s disbursement application on October 6, 2021, and the City received the first disbursement in the amount of \$2,176,075.95 for FY 2022; and

WHEREAS, Georgetown City Council (“City Council”) established the American Rescue Plan Act of 2021 Special Revenue Fund (“ARPA Special Revenue Fund”) to account for the ARPA 2021 funds separately; and

WHEREAS, the City suffered a revenue loss of \$994,866 and from these funds City Council desires to recognize and compensate City employees (excluding elected officials, City Administrator, and City Attorney) with a one-time bonus for going above and beyond in providing continued essential services to City residents during the Covid-19 pandemic; and

WHEREAS, US Congress authorized the use of ARPA Funds to “meet the wide range of public health and economic impacts of the COVID–19 public health emergency;” and

WHEREAS, the ARPA 2021 describes several types of uses that would be responsive to the impacts of the COVID–19 public health emergency, including assistance to households; and

WHEREAS, the City Council desires to provide financial assistance to the City's eligible, owner-occupied households to alleviate the city-wide negative economic impact of the Covid-19 pandemic on low- to moderate-income households; and

WHEREAS, the City Council has adopted a nuisance ordinance to address dilapidated houses unfit for human habitation; and

WHEREAS, The US Congress' household assistance includes, *inter alia*, assistance for home repairs and weatherization projects to make houses energy efficient, hence, lowering utility bills; and

WHEREAS, City Council desires to contract with the Waccamaw Regional Council of Governments (WRCOG) to administer the ARPA 2021 funds; and

WHEREAS, City Council desires to contract with Habitat for Humanity to administer the City of Georgetown American Rescue Plan Act Assistance to Households Program ("ARPA Household Assistance").

NOW, THEREFORE, BE IT ORDAINED by City Council duly assembled the _____ day of _____, _____, that the FY 2022 budget be amended to incorporate the following supplemental appropriation from the ARPA 2021 funds:

Fund	Original Appropriation	Supplemental Appropriation	Total Amended Budget
General Fund	\$12,166,663.00	\$0.00	\$12,166,663.00
Debt Service	\$145,000.00	\$0.00	\$145,000.00
Capital Projects Reserve	\$1,311,750.00	\$0.00	\$1,311,750.00
State Accommodations Tax	\$100,250.00	\$0.00	\$100,250.00
Local Hospitality/A Tax	\$928,509.00	\$0.00	\$928,509.00
Electric Fund	\$12,483,067.00	\$0.00	\$12,483,067.00
Water Fund	\$3,382,650.00	\$0.00	\$3,382,650.00
Wastewater Fund	\$4,067,653.00	\$0.00	\$4,067,653.00
Stormwater Fund	\$1,870,918.00	\$0.00	\$1,870,918.00
Waste Management Fund	\$941,000.00	\$0.00	\$941,000.00
Seized and Forfeited	\$34,613.00	\$0.00	\$34,613.00
ARPA Special Revenue Fund	\$0.00	\$2,176,075.95	\$2,176,075.95
	<u>\$37,432,073.00</u>	<u>\$2,176,075.95</u>	<u>\$39,608,148.95</u>

BEING FURTHER ORDAINED that the FY 2022 ARPA Special Revenue Fund supplemental appropriation be spent on (1) a one-time bonus pay for City employees (excluding elected

officials, City Administrator, and City Attorney); (2) financial assistance to low- to moderate-income owner-occupied households; (3) water and wastewater capital projects, and (4) administrative costs as follows:

AMERICAN RESCUE PLAN PROJECTS	FY 2022
CITY EMPLOYEES BONUS PAY	\$450,000.00
ARPA HOUSEHOLD ASSISTANCE PROGRAM	\$200,000.00
ADMINISTRATIVE COSTS	
Waccamaw Regional Council of Governments (WRCOG)	\$100,000.00
WATER	
Maryville Water Distribution Improvements - Phase I	\$75,000.00
Willowbank Water Main Improvements	\$40,000.00
West End Water Main Improvements	\$100,000.00
WASTEWATER	
Lift Station Portable Diesel Pumps for Hurricane and Power Outage Resiliency. Bayview, Willowbank, WWTP, Maybank and Maryville School Lift Stations. Pumps can also be used to pump stormwater.	\$250,581.21
Historic District Sanitary Sewer and MH Survey, Pipe Lining and Repairs	\$75,581.23
North End District Sanitary Sewer and MH Survey, Pipe Lining and Repairs	\$60,581.23
Maryville Lift Station Supplement	\$389,908.23
Historic District Sewer Line Repairs	\$200,000.00
TOTAL	\$1,941,651.90
First ARPA Disbursement Received Total	\$2,176,075.95
Minus FY 2022 Projects Appropriations	(\$1,941,651.90)
Balance for future appropriations	\$234,424.05

BEING FURTHER ORDAINED that subsequent to the appropriations for the programs and projects authorized herein, a balance of \$234,424.05 shall remain in the ARPA Special Revenue Fund for future appropriation by City Council in a later fiscal year as necessary to fund the construction costs of the water and wastewater capital projects authorized in this ordinance as permitted under ARPA 2021.

BEING FURTHER ORDAINED that all earned interest on the ARPA 2021 funds shall be accounted for in the ARPA Special Revenue Fund and reserved for future use on infrastructure projects included herein, other infrastructure projects as permitted by ARPA

2021 and approved by City Council in the future, or use as cash match for future grants as permitted in the ARPA 2021.

BEING FURTHER ORDAINED that the City Administrator is authorized to negotiate and execute a contract for services with the WRCOG for up to One Hundred Thousand 00/100 Dollars (\$100,000.00) to administer the ARPA 2021 to comply with the federal, state, and local regulations and reporting requirements.

BEING FURTHER ORDAINED that the City Administrator is authorized to negotiate and execute a contract for services with Habitat for Humanity for Two Hundred Thousand 00/100 Dollars (\$200,000.00) to administer the owner-occupied ARPA Household Assistance Program, which includes an administrative fee of five percent (5%) or Ten Thousand 00/100 Dollars (\$10,000.00) and a balance of One Hundred and Ninety Thousand 00/100 Dollars (\$190,000.00) for household assistance.

PASSED by City Council duly assembled this _____ day of _____, _____.

ATTEST:

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

APPROVED AS TO FORM:

Elise F Crosby
City Attorney

First Reading: December 16, 2021
Second Reading: January 20, 2022
Public Hearing: January 20, 2022



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

ACTION ITEM

DOC ID: 3487 A

Council Meeting Date:	20 January 2022
Department:	Police Department
Issue Under Consideration:	Motion to ratify submission of a grant application to the SC Department of Public Safety under the State School Resource Officer Program and receive approved funds under grant award No. SR-024-N2202-22 for \$105,544 in FY 2022.
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	• This grant does not require local cash or in-kind match from the City. • Grant is for the remaining six months of FY 2022. • Grant is renewable on an annual basis provided state funds are available. • Because this is an important program for SCDPS, they have indicated that funds would be available. • Should funds not be available in the future, the city will need to discuss with Georgetown County School District to absorb the cost or discontinue the program.
Options:	
Staff Recommendation:	

Reviews:

William Pierce Completed 01/07/2022 3:27 PM
 Sandra E. Yudice Ph.D. Completed 01/07/2022 3:47 PM
 Stephanie Buccione Completed 01/12/2022 10:02 AM
 Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 SRO Grant (PDF)
2. 2 SR-024-N2202-22 Approved Application - Georgetown PD (PDF)



South Carolina Department of Public Safety

Office of Highway Safety and Justice Programs

December 31, 2021

Interim-Chief William Pierce
Georgetown Police Department
2222 Highmarket Street
Georgetown, South Carolina 29440

RE: State School Resource Officer Program Award No. SR-024-N2202-22
School Resource Officer: City of Georgetown

Dear Interim-Chief Pierce:

I am pleased to provide you with an award approved by this office in the amount of \$105,544 for the above-referenced grant project. To complete the contract for this award, it is necessary for you, as the Implementing Agency Head, to return the signed award within 30 days from the date of this award. The Office of Highway Safety and Justice Programs (OHSJP) is now offering awardees the option to use electronic or digital signatures to execute OHSJP award documents. Any of the electronic signature processes available in Adobe Acrobat Reader, or similar software, are generally acceptable (e.g., a signature image applied to the PDF, or a digital credential). See the attachment entitled "OHSJP Electronic and Digital Signature Tutorials for Adobe Acrobat Reader" if additional information is needed.

If an awardee chooses to provide a wet ink/original signature, this may be mailed in, or scanned and emailed to the OHSJP. Award documents may be sent electronically to the SRO Program at SROprogram@scdps.gov or via postal mail to the following address:

Ms. Kayla Boston, Administrative Assistant
Office of Highway Safety and Justice Programs
S.C. Department of Public Safety
Post Office Box 1993
Blythewood, South Carolina 29016

Copies of the Request for Payment/Quarterly Fiscal Report Forms are attached. The financial reports should be completed for each calendar quarter ending date and are due 30 days after the end of the quarter. The due dates and periods covered for reporting are indicated within the attached special conditions.

Please contact your assigned program coordinator if you have any questions regarding this award.

Sincerely,

Phil Riley
Director

Attachments

c: School District Superintendent
Official File

10311 Wilson Blvd. Blythewood, SC - US Mail: P.O. Box 1993 Blythewood, SC 29016

SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF HIGHWAY SAFETY AND JUSTICE PROGRAMS
POST OFFICE BOX 1993
BLYTHEWOOD, SOUTH CAROLINA 29016

A W A R D

Implementing Agency: Georgetown Police Department
School District(s): Georgetown County School District
Award Period: 01/01/2022 – 06/30/2022 **Date of Award:** December 31, 2021
Amount of Award: \$105,544 **Award Number:** SR-024-N2202-22

In accordance with the provisions of Proviso 63.9 of the 2021-2022 South Carolina Appropriations Act, and on the basis of the application submitted, the South Carolina Department of Public Safety hereby awards to the foregoing implementing agency state funds shown above, for the project specified in the approved application and within the purposes and categories authorized.

This grant is subject to the terms and conditions set forth in the application and to the special conditions attached to the award.

Payment of Funds: Funds will be disbursed to the implementing agency (according to the project budget) upon receipt of evidence that funds have been invoiced and products received or that funds have been expended (e.g., invoices, contracts, itemized expenses, etc.). A copy of the grant application, which includes the approved budget is available on www.scdpsgrants.com for the awardee's use in completing the request for payment forms.

The award shall become effective, as of the date of the award, upon the return of this form to the Office of Highway Safety and Justice Programs signed by the Implementing Agency Head in the space provided below. This award must be accepted within thirty (30) days from the date of the award, and such quarterly and other reports required by the South Carolina Department of Public Safety must be submitted in accordance with the terms and conditions set forth in the application and the special conditions attached to the award.

ACCEPTANCE FOR THE AWARDEE

William A.
Pierce

Digitally signed by William A. Pierce
DN: cn=William A. Pierce, o=City of
Georgetown, ou=Police Department,
email=wpierce@georgetownsc.gov, c=US
Date: 2022.01.04 08:25:41 -05'00'

William Pierce, Interim-Chief
Georgetown Police Department

ACCEPTANCE FOR THE SCDPS



Phil Riley, Director
Office of Highway Safety and Justice Programs

AWARD DATA: THIS AWARD IS SUBJECT TO THE AWARD TERMS AND CONDITIONS AND THE
ATTACHED SPECIAL CONDITIONS.

Overview

**STATE OF SOUTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
Office of Highway Safety and Justice Programs
School Resource Officer Program**

The School Resource Officer (SRO) Program is authorized by the South Carolina Appropriation Act which provides that state funds appropriated for the School Safety Program and School Resource Officers in the Act shall be utilized by the department for the purpose of hiring certified law enforcement officers to serve as a school resource officer for school districts, including the South Carolina Public Charter School District and schools authorized by an institution of higher learning, that otherwise would lack the adequate resources to hire their own school resource officers. In making awards the department shall provide funding directly to the local law enforcement agency to pay for the cost of the law enforcement officer that shall serve as a full time school resource officer. There is no match requirement for this program.

Version: 0.1

Application Deadline: 2021-10-29

Application #: AS22035

Award #: SR-024-N2202-22

Award Date: 2021-12-31

State Start Date: 2022-01-01

State End Date: 2022-06-30

Project Details

Project Title: School Resource Officer : City of Georgetown

**Project Summary (max.
300 characters):**

This application is to request funding for the City of Georgetown School Resource Officer (SRO). This sworn Officer will work with Maryville Elementary School, staff, and parents to ensure school safety.

Type of Application: New

Year of Funds: 1

Other (explain):

Law Enforcement Agency Details

Agency Name: City of Georgetown

Address: 2222 Highmarket Street

City: Georgetown

State: SC

9 Digit Zip: 29440

(Area) Phone #: (843) 545-4391

(Area) Fax #: (843) 520-5848

County: Georgetown

**Other county/counties this project will
serve:**

Organization Type: City

Other (specify):

U.S. Congressional District: 7th

**Has your agency registered in the
System for Award Management
(SAM)?** yes ☒ no ☐

(<https://uscontractorregistration.com>):

Budget

CATEGORIES				TOTAL
PERSONNEL - SALARIES:				
Position Title, School District, School Name	% of Time On Project	Base Salary	Total Fringe Benefits*	
School Resource Officer, Georgetown County, Maryville Elementary School	100	\$20,050	\$15,582	\$35,632
TOTAL SALARIES:				\$35,632
TRAVEL:				
(Itemize-include mileage, airline cost, lodging, per diem, parking, car rental)				
Description	Cost	Quantity		
				\$0
TOTAL TRAVEL:				\$0
EQUIPMENT (\$1,000 or more per Unit):				
(Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items or software)				
Description	Cost	Quantity		
Fully Marked SRO Patrol Vehicle	40000	1		\$40,000
Mobile radio	5100	1		\$5,100
Portable radio	4600	1		\$4,600
Mobile data terminal and mount	5000	1		\$5,000
In-Car Camera	5400	1		\$5,400
Radar	2300	1		\$2,300
Vault	1700	1		\$1,700
Taser	1300	1		\$1,300
TOTAL EQUIPMENT:				\$65,400
OTHER:				
Description	Cost	Quantity		
Registration Fees	400	1		\$400

Uniforms and Accessories (Duty Belt and accessories, boots, pants, shirts, winter and rain coat)	1750	1	\$1,750
Body Armor	900	1	\$900
Handgun	712	1	\$712
Body Camera	750	1	\$750

TOTAL OTHER: \$4,512

TOTAL PROJECT COST: \$105,544

**"Total Fringe Benefits" is the total employer contributions for Social Security & Medicare (FICA), Retirement, Workers Compensation Insurance, and Health Insurance.*

Budget Narrative

List items under each Budget Category Heading. Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided. However, a statement must be included indicating whether or not the law enforcement agency has any unused funds from previous award years, and if so, an explanation with the total amount of unused funds.

The Georgetown Police Department has no unused funds from previous award years.

This grant award will fund one new school resource officer for the Maryville Elementary School, including salary, fringe benefits, equipment, uniforms, and training. For this position we will purchase one new police vehicle listed on State contract. This patrol vehicle will be used by the SRO to travel to and from school daily, as well as all school related functions. The patrol vehicle will be fully-equipped with grant-funded equipment including emergency lighting and sirens, a public address system, prisoner transport cage, electronic gun-mount, in-car camera system, a console to mount the internal equipment, a mobile radio to communicate with dispatch and other units, and a mobile data terminal with vehicle mount to write reports and issue tickets, summons, and other documents. The grant will be used to fund the officer's uniforms to include, 2 long sleeve, and 2 short sleeve class A uniforms, 2 class B utility uniforms, boots, a ballistic vest, duty belt with gun, taser, handcuffs, holsters, a portable radio which can be used away from the patrol vehicle, and a personal body-cam. The grant will be used to fund a State approved school resource officer training course during the specified grant period.

Terms & Conditions

OFFICE OF HIGHWAY SAFETY AND JUSTICE PROGRAMS SCHOOL RESOURCE OFFICER PROGRAM TERMS AND CONDITIONS

1. **Availability of Funds:** This grant award is contingent upon the availability of funds approved by the statutory governing body for those funds.
2. **Correspondence:** All correspondence to the State Funding Agency (SFA), regardless of the medium (paper, email, facsimile, etc.), must include either the application number, or in the case of an award, the award number to which the correspondence refers.
3. **Non-Supplanting Agreement:** The implementing law enforcement agency shall not use award funds to supplant state or local funds or other resources that would otherwise have been made available for this program.
4. **Project Implementation:** The implementing law enforcement agency agrees to implement this project within 90 days following the grant award effective date or possibly be subject to automatic cancellation of the award. Evidence of project implementation must be detailed in the first progress report.
5. **Written Approval of Changes:** Any changes to this award that are mutually agreed upon by the applicant and the South Carolina Department of Public Safety (SCDPS) Office of Highway Safety and Justice Programs (OHSJP) must be approved in writing by the OHSJP prior to implementation or obligation and shall be incorporated in written amendments to this grant. This procedure for changes to the approved award is not limited to budgetary changes, but also includes changes of substance in project activities and changes in the project director or key professional personnel identified in the approved application. Any change to an application is considered a revision and must be accomplished on the grants management system.
6. **Budget Revision Requirements:** Changes to an application before or after award is considered a revision, and is required under Written Approval of Changes with some very specific exceptions. The major budget categories are: Personnel, Travel, Equipment, and Other. A budget revision will not be required if:
 1. The expended amount in a major budget category does not exceed the amount budgeted for that major budget category by 10%;
 2. The quantity of Personnel or Equipment does not increase;
 3. The item to be purchased is already included in the grant budget.

Final award revisions are requested to be submitted by the 60th day before the close of the project year listed on the grant award documents. Revisions submitted after this date must have thorough justification as to why the revision is needed for the success of the project and why the revision was not accomplished earlier. Revisions must be completed online through the grants management system. Every change made to the original application or subsequent revisions is considered a revision and will require you to create and justify that revision.
7. **Sole Source Procurement:** Use of sole source procurement is strongly discouraged. Sole source purchases will be awarded only under exceptional circumstances and must follow precisely the procedure set forth in the South Carolina Consolidated Procurement Code. All sole source purchases will require the explicit prior written approval of the OHSJP.
8. **Bidding Requirements:** The awardee must comply with proper competitive bidding procedures as required by the South Carolina Consolidated Procurement Code. On any items, including those bid in the aggregate whose total cost requires a bid, bids must be submitted to the SCDPS Office of Financial Services (OFS) for review and approval prior to acceptance of any quote/bid. Provide a copy of all bids submitted, the bid selected, and the criteria used for selection. If other than the low bid was selected, provide justification. This includes state agencies. Note that approved, budgeted items purchased through State Purchasing (General Services) under a state contract also **must** be submitted to the OFS for prior approval. Include the state contract number and the contract ending date on the quote when it is submitted for approval and then the invoice when it is submitted with the Request for Payment.
9. **Travel Costs:** Personnel and Travel costs must be consistent with the agency's policies and procedures and must be applied uniformly to all activities and personnel of the agency, regardless of the source funding. If travel costs are included in the grant application, a copy of the agency's policies and procedures manual, or the agency Board's signed minutes must be submitted with the application, specifically outlining mileage and per diem rates of reimbursement. However, reimbursable amounts for mileage and per diem must not exceed the amount approved by state guidelines, regardless of the agency's policy. Lodging costs must not exceed the federal rate established by the General Services Administration (GSA). These rates vary by location and season and are updated annually at www.gsa.gov. Attendees will only be reimbursed up to the maximum allowable rate of the GSA, excluding taxes and surcharges.
10. **Training Approval:** All training that award-funded personnel wish to attend that will be paid for with award funds, including registration, lodging, meals, or mileage, must receive prior written approval by submitting the training approval form with an attached copy of the agenda to the OFS.
11. **Utilization and Payment of Award Funds:** Funds awarded are to be expended only for purposes and activities covered by the awardee's approved project plan and budget or subsequent approved revisions. Items must be specifically and individually mentioned in the awardee's approved award budget in order to be eligible for reimbursement. Payments will be adjusted to correct previous overpayments and disallowances or under payments resulting from audit. Claims for reimbursement must be submitted no more frequently than once per month and no less frequently than once per quarter. Awards failing to meet this requirement, without prior written approval, are subject to cancellation. Claims for reimbursement must be fully documented and substantiated as detailed in the Request for Payment Instructions.
12. **Recording and Documentation of Receipts and Expenditures:** Awardee's accounting procedures must provide for accurate and timely recording of receipt of funds by source, of expenditures made from such funds, and of balances. These records must contain information pertaining to awards, obligations, unobligated balances,

liabilities, expenditures, and program income. Controls must be established which are adequate to ensure that expenditures charged to the award activities are for allowable purposes. Additionally, effective control and accountability must be maintained for all grant cash, real and personal property, and other assets. Accounting records must be supported by such source documentation as cancelled checks, paid bills, payrolls, time and attendance records, contract documents, award documents, etc. Each award must be accounted for separately. Awardees are prohibited from co-mingling funds on either a program-by-program basis or a project-by-project basis. Funds specifically budgeted and/or received for one award may not be used to support another.

13. **Financial Responsibility:** The financial responsibility of awardees must be such that the awardee can properly discharge the public trust which accompanies the authority to expend public funds. At a minimum, adequate accounting systems should meet the following criteria:
 - a. Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
 - b. Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.
 - c. The accounting system should provide accurate and current financial reporting information.
 - d. The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency and encourage adherence to prescribed management policies.
14. **Reports:** The awardee shall submit, at such times and in such form as may be prescribed, such reports as the OHSJP may reasonably require, including quarterly financial reports, progress reports, final financial reports, and evaluation reports.
15. **Retention of Records:** Records for non-expendable property purchased totally or partially with grantor funds must be retained for three years after its final disposition. All other pertinent grant records including financial records, supporting documents, and statistical records shall be retained for a minimum of three years after the final expenditure report. However, if any litigation, claim, or audit is started before the expiration of the three-year period, then records must be retained for three years after the litigation, claim, or audit is resolved.
16. **Property Control:** Effective control and accountability must be maintained for all personal property. Awardees must adequately safeguard all such property and must assure that it is used solely for authorized purposes. Awardees should exercise caution in the use, maintenance, protection, and preservation of such property.
 1. Title: Subject to the obligations and conditions set forth in 2 CFR 200.313, and 2 CFR 439 title to non-expendable property acquired in whole or in part with grant funds shall be vested in the awardee. Non-expendable property is defined as any item having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit.
 2. Property Control Record Form: At the time the final request for payment is submitted, the awardee must file with the OHSJP a copy of the Property Control Record Form (provided by the OHSJP) listing all such property acquired with grant funds. The awardee agrees to be subject to a biennial audit by the OHSJP and/or its duly authorized representatives for verification of the information contained in the Property Control Record Form.
 3. Use and Disposition: Equipment shall be used by the awardee in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by state funds. When use of the property for project activities is discontinued, the awardee shall request, in writing, disposition instructions from the OHSJP prior to actual disposition of the property. Theft, destruction, or loss of property shall be reported to the OHSJP immediately.
17. **Performance:** This award may be terminated or fund payments discontinued by the OHSJP where it finds a substantial failure to comply with the provisions of the Act governing these funds or regulations promulgated, including those award conditions or other obligations established by the OHSJP. In the event the awardee fails to perform the services described herein and has previously received financial assistance from the OHSJP, the awardee shall reimburse the OHSJP the full amount of the payments made. However, if the services described herein are partially performed, and the awardee has previously received financial assistance, the awardee shall proportionally reimburse the OHSJP for payments made.
18. **Deobligation of Award Funds:** All awards must be deobligated within forty-five (45) calendar days of the end of the award period. Failure to deobligate the award in a timely manner will result in an automatic deobligation of the award by the OHSJP.
19. **Project Evaluation Report:** Any formal evaluation report must be received by the OHSJP not later than 45 days after the end of the reporting period.
20. **Fiscal Regulations:** The fiscal administration of awards shall be subject to such further rules, regulations and policies concerning accounting and records, payment of funds, cost allowability, submission of financial reports, etc., as may be prescribed by the OHSJP Guidelines or "Special Conditions" placed on the award.
21. **Compliance Agreement:** The awardee agrees to abide by all Terms and Conditions including "Special Conditions" placed upon the grant award by the OHSJP. Failure to comply could result in a "Stop Payment" being placed on the grant.
22. **Suspension or Termination of Funding:** The OHSJP may suspend, in whole or in part, and/or terminate funding for or impose another sanction on a awardee for any of the following reasons:
 1. Failure to adhere to the requirements, standard conditions, or special conditions. Proposing or implementing substantial program changes to the extent that, if originally submitted, the application would not have been approved for funding.
 2. Failure to submit reports.
 3. Filing a false certification in this application or other reports or documents.
 4. Other good cause shown.

Certification by Project Director

CERTIFICATION BY PROJECT DIRECTOR *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Project Director as they relate to the fiscal terms and conditions of this award application; that costs incurred prior to award approval may result in expenses being absorbed by the awardee; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

Prefix: Ms.

Name: Eliza Jagger

Suffix:

Title: Accountant

Agency: City of Georgetown

Mailing Address: Post Office Drawer 939

City: Georgetown

State: SC

9 Digit Zip: 29442

(Area) Phone Number: (843) 545-4055

(Area) Fax Number: (843) 520-5848

E-Mail Address: ejagger@georgetownsc.gov

Signature: Eliza Jagger

Bonded: yes ☐ no ☒

* **NOTE:** THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT NOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL.

Certification by Financial Officer

CERTIFICATION BY FINANCIAL OFFICER *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Awardee to perform the tasks of Financial Officer as they relate to the fiscal terms and conditions of this award application; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

Prefix: Mr.

Name: John Barfield

Suffix:

Title: Finance Director

Agency: City of Georgetown

Mailing Address: Post Office Drawer 939

City: Georgetown

State: SC

9 Digit Zip: 29442

(Area) Phone Number: (843) 545-4031

(Area) Fax Number: (843) 546-5435

E-Mail Address: jbarfield@georgetownsc.gov

Signature: John Barfield

Bonded: yes ☐ no ☒

*** NOTE:** THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT NOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL

Financial Point of Contact

Prefix: Ms.

Name: Eliza Jagger

Suffix:

Title: Accountant

Agency: City of Georgetown

Mailing Address: Post Office Drawer 939

City: Georgetown

State: SC

9 Digit Zip: 29442

(Area) Phone Number: (843) 545-4055

(Area) Fax Number: (843) 546-5435

E-Mail Address: ejagger@georgetownsc.gov

Signature: Eliza Jagger

Bonded: yes ☐ no ☒

Certification by Law Enforcement Agency Head

CERTIFICATION BY OFFICIAL AUTHORIZED TO SIGN *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to commit the applicant to these requirements; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

I further affirm that this law enforcement agency is in a position to hire or fill the requested SRO position(s) within 90 days of the date of award and maintain it/them throughout the award period.

Prefix: Interim-Chief

Name: William Pierce

Suffix:

Title: Chief

Agency: City of Georgetown

Mailing Address: 2222 Highmarket Street

City: Georgetown

State: SC

9 Digit Zip: 29440

(Area) Phone Number: (843) 545-4391

(Area) Fax Number: (843) 520-5848

E-Mail Address: WPierce@georgetownsc.gov

Signature: William Pierce

Bonded: yes ☒ no ☐

*** NOTE:** THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT NOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL.

Review

Revision By State In Progress

Save & Continue

Save changes and continue

Pending Funds

Put application into Pending Funds status

Award

Put application into Awarded status

Reason for Denial:

Deny

Deny this application and put in Denied (Pending) status



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

ACTION ITEM

DOC ID: 3482

Council Meeting Date:	20 January 2022
Department:	Engineering
Issue Under Consideration:	Motion to approve bid award and to make payments to M. B. Khan Construction Co. Inc. in the amount of \$927,729.00. The project includes complete replacement and upgrades of the Maryville School sewer lift station.
Amount Requested:	\$927,729.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	The project is budgeted in the FY 21-22 and it will be partially funded as follows: • Local cash match: \$134,643 • RIA grant funds: \$403,178 • ARPA funds supplement: \$389,908
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Orlando Arteaga Completed 01/05/2022 11:56 AM
 Finance Completed 01/06/2022 3:14 PM
 City Attorney Completed 01/07/2022 10:09 AM
 Sandra E. Yudice Ph.D. Completed 01/07/2022 1:18 PM
 Stephanie Buccione Completed 01/12/2022 9:45 AM
 Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

- 1 MB Kahn Construction (PDF)
- 2 2022.01.04 Wooten Bid Award Letter (PDF)
- 3 220104_Certified Bid Tab (PDF)
- 4 Notice of Intent to Award (PDF)

Updated: 1/7/2022 1:18 PM by Sandra E. Yudice Ph.D. (Page 1)

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

**SECTION 00311
BID FORM**

MARYVILLE SCHOOL LIFT STATION REPLACEMENT

Date: December 21, 2021
Project No.: 1815

PROPOSAL OF M. B. Kahn Construction Co., Inc., doing business as a corporation / ~~a partnership~~ / ~~an individual~~ (Strike out inapplicable terms), with its principal office in the City of Columbia, County of Richland, State of South Carolina, (hereinafter called "Bidder").

TO: City of Georgetown, SC

Gentlemen:

The Bidder, in compliance with your invitation for bids for **the Maryville School Lift Station Replacement** having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **180 consecutive calendar days** thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$500 for each consecutive calendar day** thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

The plans, specifications, and addenda are complementary of each other. What is called for by one shall be as binding as if called for by all. If a conflict between any of the above is discovered by the contractor, the problem shall be referred to the Engineer as soon as possible for resolution by the Engineer. Should a conflict occur which is not resolved before bid time and/or is necessary to comply with mandatory requirements (i.e., codes, ordinances, etc.), it shall be the contractor's responsibility to price and bid the more expensive method.

Bidder acknowledges receipt of the following addendum:

No: 1 Dated: 14 DEC 2021

No: _____ Dated: _____

No: _____ Dated: _____

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

Bidder agrees to perform the work as described in the specifications and shown on the plans for the following unit or lumps sum (LS) prices:

No.	Description	Qty.	Unit	Unit Price (\$)	Cost (\$)
1	Mobilization	1	LS	38,729	* 38,729.00
2	Erosion Control	1	LS	15,000	* 15,000.00
3	Demolition	1	LS	15,000	* 15,000.00
4	Bypass Pumping	1	LS	50,000	* 50,000.00
5	New Wet Well and Existing Wet Well Modifications	1	LS	190,000	* 190,000.00
6	Valve Vault, Valves, Accessory Piping	1	LS	78,000	* 78,000.00
7	Pumps and Controls Equipment	1	LS	230,000	* 230,000.00
8	New 4' Dia. Sanitary Manhole	1	EA	12,500	* 12,500.00
9	Site Piping	1	LS	50,000	* 50,000.00
10	Trash Basket	1	EA	3500	* 3500.00
11	Generator and ATS Equipment	1	LS	75,000	* 75,000.00
12	Electrical Work	1	LS	100,000	* 100,000.00
13	Chain Link Security Fencing	1	LS	10,000	* 10,000.00
TOTAL BID AMOUNT					* 867,729.00
ALTERNATES					
1-A	Mechanical Grinder	1	EA	60,000	* 60,000.00
TOTAL BID AMOUNT INCLUDING ALTERNATE					* 927,729.00

Amounts shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

Base Bid Lump Sum of:

EIGHT HUNDRED SIXTY SEVEN THOUSAND Dollars \$ (867,729.00)
SEVEN HUNDRED TWENTY NINE

Base Bid including Alternates Lump Sum of:

NINE HUNDRED TWENTY SEVEN THOUSAND Dollars \$ (927,729.00)
SEVEN HUNDRED TWENTY NINE

The lump sum price indicated above shall include all labor, materials, equipment, overhead, profit, insurance, taxes, business license, construction permit fees, etc., to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part of.

The Bidder declares that he/she understands that the quantities shown in the Proposal are subject to adjustment by either increase or decrease and that should the quantities of any of the items of

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

CERTIFICATION REGARDING SITE VISIT PRIOR TO BID

PROJECT: MARYVILLE SCHOOL LIFT STATION REPLACEMENT

CITY PROJECT NO.: 1815

Alvah C. Arnn, representing the bidding contractor, visited the project (Name of Representative) site on December 16, 2021 and became fully aware of all site conditions pertaining to site access and working conditions associated with the work to be performed on this project. This site condition information has been conveyed to all necessary personnel and sub-contractors preparing the bid for work on this project.

I certify that the bid for this work includes all costs associated with the site conditions, including but not limited to access, and restoration for a complete project.

Submitted by: Alvah C. Arnn
Signature

Alvah C. Arnn
Printed Name

Chief Estimator
Title

M. B. Kahn Construction Co., Inc.
Company

(END OF SECTION)

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

**SECTION 00350
BID BOND**

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned M. B. Kahn Construction Co., Inc., as Principal, and Travelers Casualty & Surety Company of America, as Surety, are hereby held and firmly bound unto the City of Georgetown, South Carolina, as Owner, in the penal sum of (5% of total bid) Five Percent of Bid Amount Dollars 5% of Bid Amount Cents (\$ _____), for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 21st day of December, 2021.

The condition of the above obligation is such that:

WHEREAS, the Principal has submitted to City of Georgetown a certain Bid, attached hereby and by reference made a part hereof, to enter into a contract in writing for the **MARYVILLE SCHOOL LIFT STATION REPLACEMENT**.

NOW, THEREFORE,

- (A) If said Bid shall be rejected, or
- (B) If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid) and shall furnish a Bond for faithful performance of said contract, and for the payment of all persons performing labor furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid, then this obligation shall be void; otherwise the same shall remain in force and effect - it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall be in no way impaired or affected by an extension of the time within which the Owner may accept such Bid, and said Surety does hereby waive notice of any such extension.

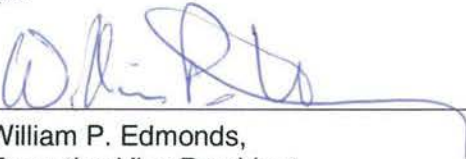
IN WITNESS WHEREOF, the Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

BID BOND
00350-1

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

M. B. Kahn Construction Co., Inc.

Principal

By :  (L.S)
William P. Edmonds,
Executive Vice President

(Corporate Seal)



Travelers Casualty & Surety Company of America

Surety

By :  (L.S)
Duainette H. Cullum, Attorney-in-Fact

(Corporate Seal)

Important:

Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

(END OF SECTION)

BID BOND
00350-2



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Duainette H Cullum** of **COLUMBIA, South Carolina**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

City of Hartford ss.

By: _____

Robert L. Raney
 Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026



Anna P. Nowik
 Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 21st day of December 2021



Kevin E. Hughes
 Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.

Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

MARYVILLE SCHOOL LIFT STATION REPLACEMENT CITY OF GEORGETOWN
SOUTH CAROLINA

SECTION 01000



MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option can be found in its entirety on the City's website.

Click here for a direct link:

Procurement Policy

SECTION 2-185 COMPETITIVE SEALED BIDDING LOCAL VENDOR PREFERENCE

☐ I certify that [Company Name] _____
is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown
Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal
place of business is _____ [City and State].

☒ I certify that [Company Name] M.B. KAHN CONSTRUCTION
is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown
Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal
place of business is COLUMBIA, SC [City and State].

(X) [Signature]

Signature of Company Officer

(END OF SECTION)

LOCAL VENDOR PREFERENCE OPTION-
MANDATORY VENDOR SUBMITTAL FORM
01000-1

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

**SECTION 00500
CONTRACT**

STATE OF SOUTH CAROLINA

COUNTY OF GEORGETOWN

THIS AGREEMENT, entered into this ____ day of _____, 20____ and effective immediately by and between _____, doing business as a (individual/partnership/corporation), with its principal office in the City of _____, _____ County, _____ State, (hereinafter called the "Contractor") and the City of Georgetown, a duly organized and validly existing politic body of the State of South Carolina (hereinafter called "City"),

WITNESSETH THAT WHEREAS, The City desires to engage the services of a professional contractor for the purpose of **Maryville School Lift Station Replacement**, hereinafter referred to as "Project"; and,

WHEREAS, The City has solicited bids for same by that certain Request for Bids for Construction Services, hereinafter referred to as "RFB", a copy of which is attached hereto for all purposes as **EXHIBIT "1"**; and,

WHEREAS, The Contractor has represented to City that it has the qualifications, experience, expertise, training, and personnel to timely perform the Project for City; and,

WHEREAS, The Contractor has expressed its desire to do so by their bid opened _____, 2021, hereinafter referred to as "Bid", a copy of which is attached hereto for all purposes as **EXHIBIT "2"**; and,

WHEREAS, the parties desire to enter in an agreement for the Contractor to perform the Project for City per all the terms and conditions more particularly set out herein below;

NOW, THEREFORE, for and in consideration of the foregoing, and of other good and valuable consideration, the adequacy of which is hereby acknowledged, the parties hereto agree as follows:

**CONTRACT
00500-1**

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

(1) SCOPE OF SERVICES:

- a. Contractor hereby agrees to perform a project for the **Maryville School Lift Station Replacement** as outlined in the Project Manual, incorporated into this Agreement as **ATTACHMENT "A"** and hereinafter referred to as "Work";
- b. Contractor further agrees to commence and complete any and all extra work in connection therewith, under the terms as stated in the General and Special Conditions of the Contract; and at his/hers (it's or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendents, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal and the General Conditions, Supplemental General Conditions, and Special Provisions of the Contract, the plans, including all maps, plats, blueprints, and other drawings and printed or written explanatory matters thereof, the specifications and contract documents therefore as prepared by the Engineer, and as enumerated in Paragraph 1 of the General Conditions, all of which are made a part hereof and collectively evidence and constitute the Contract.
- c. City may, from time to time require changes in the Work of the Contractor to be performed hereunder. Such changes, which are mutually agreed upon by and between City and the Contractor, shall be incorporated by written amendment to this Agreement.

(2) COMPENSATION:

- a. City agrees to pay Contractor a sum not to exceed _____ dollars (\$_____.__) in accordance with the Schedule of Values, incorporated into this Agreement as **ATTACHMENT "B"** and hereinafter referred to as "Compensation";
- b. In the event funds are not appropriated or become non-appropriated for an included fiscal year by City, it is agreed by the parties that this Agreement will become null and void and the City's obligations cannot extend beyond the date of non-appropriation.

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

(3) **PERIOD OF SERVICES:**

- a. the Work to be performed hereunder by the Contractor shall begin upon the date outlined to the City's Notice to Proceed letter to the Contractor, incorporated into this Agreement as ATTACHMENT "C" and hereinafter referred to as "NTP"
- b. The Work shall be completed in accordance with the Schedule, incorporated into this Agreement as ATTACHMENT "D" and hereinafter referred to as "Schedule".
- c. Modifications to the Schedule may be required. Such modifications, which are mutually agreed upon by and between City and the Contractor shall be incorporated by written amendment to this Agreement.

(4) **FORCE MAJEURE:**

- a. Force majeure includes acts of God, acts of other branches of government in either their sovereign or contractual capacities, or any similar cause beyond the reasonable control of the parties.
- b. Any delays in or failure of performance by either party that are caused by a Force Majeure shall not constitute breach of this Agreement.
- c. In the event that any event of force majeure, as herein defined occurs, both parties shall be entitled to a reasonable extension of time for performance of its WORK.

(5) **NOTICES:**

- a. Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties in the United States mail or electronic mail to the addresses of the Project Manager (See Section 00015)

(6) **RECORDS AND INSPECTIONS:**

- a. Contractor shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of one year after the completion of the project.

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

- b. City shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts there from, and to inspect all program data, documents, proceedings, and activities.

(7) COMPLETENESS OF AGREEMENT:

- a. This Agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto
- b. This Agreement is entered into with full understanding and awareness of such requirement.
- c. City shall be allowed to rely upon the representations of Contractor as set out in the Proposal.
- d. With the exception of the foregoing, this Agreement constitutes the entire agreement between the parties hereto and may not be modified or amended except in writing signed by both parties hereto.

(8) CONFLICTS:

- a. In the case of any conflict between the terms and conditions of this Agreement and the terms of any other agreement between the parties hereto, the terms of this Agreement shall control
- b. If there is a conflict between the City's Requests for Bids and this Agreement, then this Agreement shall control.
- c. If there is a conflict between the City's Request for Bids and the Contractor's Proposal, the City's Request for Bids shall control.
- d. Both parties agree that all conflicts arising under this Agreement that cannot be settled between the parties shall be resolved in the Georgetown County Court of Common Pleas (Non-Jury)

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

(9) **SEVERABILITY:**

- a. If any part or provision of this Agreement is held invalid or unenforceable under applicable law, such invalidity or unenforceability shall not in any way affect the validity or enforceability of the remaining parts and provisions of this Agreement.

(10) **NONWAIVER:**

- a. The waiver by City or Contractor of a breach of this Agreement shall not operate as a waiver of any subsequent breach, and no delay in acting with regard to any breach of this Agreement shall be construed to be a waiver of the breach.
- b. In no event shall the making of any payment by City to the Contractor constitute or be construed as a waiver by City of any breach of covenant, or any default which may exist on the part of the Contractor.
- c. The making of any such payment by City while any such breach or default shall exist in no way impairs or prejudices any right or remedy available to City in respect to such breach or default.

(11) **GOVERNING LAW:**

- a. This Agreement and the rights, obligations and remedies of the parties hereto, shall in all respects be governed by and construed in accordance with the laws of the State of South Carolina.

(12) **RESPONSIBILITY:**

- a. Each party shall be responsible for its own acts as provided under the law of South Carolina and will be responsible for all damages, costs, fees and expenses which arise out of the performance of this Agreement which are due to that party's own negligence, tortious acts and other unlawful conduct and the negligence, tortious action and other unlawful conduct of its respective agents, officers and employees.

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

(13) FREEDOM OF INFORMATION ACT (FOIA)

- a. The parties acknowledge that all documents are subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.
- b. If the Contractor contends a document is exempt from disclosure under the FOIA, it shall mark any such documents plainly, and seek protection from disclosure by filing an appropriate action in Circuit Court and shall bear the cost of the action and any monetary or attorney's fees awarded to the person or entity making the FOIA request.
- c. If the Contractor objects to release and litigation is commenced against the City under the FOIA, the City agrees to promptly notify the Contractor, who shall move in intervene as a party. The Contractor agrees to hold the City harmless from and indemnify for all costs (including plaintiff's attorney's fees if awarded by the Court) incurred by the City in defending the lawsuit and the funds necessary to satisfy any judgment and all costs on appeal, if any.

(14) THIRD-PARTY OBLIGATIONS:

- a. Neither party shall be obligated or liable hereunder to any party other than the second party to this Agreement.

(15) RESTRICTIONS ON LOBBYING:

- a. The Contractor shall comply with all requirements of Section 1352, Title 31 of the U.S. Code, which prohibits all recipients of federal funds from using appropriated monies for lobbying activities.

(16) SUCCESSORS AND ASSIGNS:

- a. The rights and obligations herein shall inure to and be binding upon the successors and assigns of the parties hereto.

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

IN WITNESS WHEREOF, City and the Contractor have executed this agreement as of the date first written above.

CITY OF GEORGETOWN, SOUTH CAROLINA
(OWNER)

(SIGNATURE)

By: _____

(SEAL)

Title: _____

(CONTRACTOR)

(SIGNATURE)

By: _____

(CORPORATE SEAL)

Title: _____

Attest:

It's Secretary

Witness

(END OF SECTION)

CONTRACT
00500-7

Attachment: MB Kahn Construction (3482 : Approval of construction bid for Maryville School Lift Station Replacement)



DISCUSSION OF BIDS

CITY OF GEORGETOWN, SC

MARYVILLE SCHOOL LIFT STATION REPLACEMENT

GEORGETOWN, SC

FORMAL BIDS RECEIVED DECEMBER 21, 2021

TWC PROJECT 3383-D

I. INTRODUCTION

At 2:00 PM on Tuesday, December 21, 2021, the City of Georgetown received construction proposals for the City of Georgetown "Maryville School Lift Station Replacement". Bid(s) were received by mail or in person at the Georgetown City Hall at 1134 North Fraser Street, Georgetown, South Carolina. The formal bid process was used. There were four (4) contractors to submit bids by deadline of December 21, 2021:

- ☐ RH Moore, Inc
- ☐ Level Utilities, Inc.
- ☐ MB Kahn Construction Co., Inc.
- ☐ Pro Pump & Controls

II. PROPOSAL REQUESTED

The following construction proposal was requested:

Maryville School Lift Station Replacement

III. REVIEW OF PROPOSALS

The following bids were received:

MB Kahn Construction Co., Inc. Columbia, South Carolina submitted a bid in the amount of \$867,729.22 for the Base Bid Lump Sum Work. And an Alternates including Mechanical Grinder for \$927,729.00

RH Moore Company, Inc. Murrells Inlet, South Carolina submitted a bid in the amount of \$1,073,500.00 for the Base Bid Lump Sum Work. And an Alternates including Mechanical Grinder for \$1,137,500.00

Pro Pump & Controls, Myrtle Beach, South Carolina submitted a bid in the amount of \$1,267,182.00 for the Base Bid Lump Sum Work. And an Alternates including Mechanical Grinder for \$1,328,239

Level Utilities, LLC., Georgetown, South Carolina submitted a bid in the amount of \$1,142,286.00 for the Base Bid Lump Sum Work. And an Alternates including Mechanical Grinder for \$1,200,748.00

IV. PROJECT COST AND FUNDING

The work covered by this bid is included in Replacement of the Maryville School Lift Station, submitted to the City and SC Rural Infrastructure Authority. An updated cost opinion was supplied in the amount of \$933,661.00. The project costs also included a 10% contingency for the whole project.

V. INFORMATION ON LOW BIDDER

Attached is a copy of the License Detail for MB Kahn Construction Co. Inc., from the SC Licensing Board for General Contractors.

VI. CONCLUSION

Based on all information included in this Discussion and approval from SC Rural Infrastructure Authority, The Wooten Company offers no objection to the award of the Maryville School Lift Station Replacement Contract to MB Kahn Construction Co. Inc. in the amount of \$927,729.00

This Discussion of Bids is respectfully submitted this 5th day of January 2022.



John Perry Mayhew, P.E.

Attachments: Licensing Details

1/4/22, 8:36 AM

Contractors

[Print this page](#)**Board: Commercial Contractors**

M B KAHN CONSTRUCTION CO INC
 101 FLINTLAKE ROAD
 COLUMBIA, SC 29223
 (803) 736-2950

License number: 10572**License type:** GENERAL CONTRACTOR**Status:** ACTIVE**Expiration:** 10/31/2022**First Issuance Date:** 01/01/1992**Classification:**

Building-BD5

Boiler Installation-BL5

Water & Sewer Lines-WL5

Water & Sewer Plants-WP5

Grading-GD5

Qualified By: Financial Statement**President / Owner:** WILLIAM H NEELY, CEO/ ROBERT A CHISHOLM, PRESIDENT[Click here for Classification definitions and licensee's contract dollar limit](#)**Supervised By**[LYLE SCOTT \(CQG\)](#)[LOONEY WILLIAM \(CQG\)](#)[DRIESSEN DECKER \(CQG\)](#)[KAHN CHARLES \(CQG\)](#)[YOUSEFZADEH MOHAMMED \(CQG\)](#)[NEELY WILLIAM \(CQG\)](#)[File a Complaint against this licensee](#)**Board Public Action History:**[View Orders](#)[View Other License for this Person](#)

No Orders Found

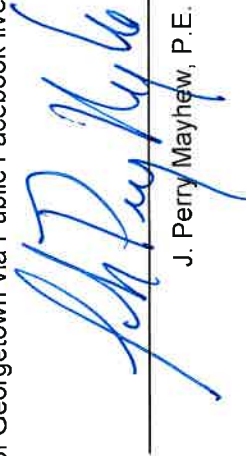
CERTIFIED BID TAB

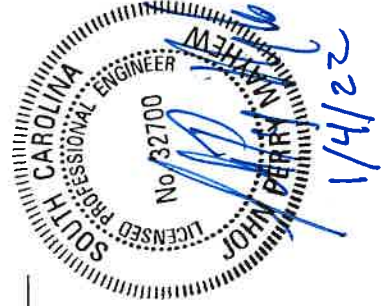
Maryville School Lift Station Replacement
City of Georgetown, South Carolina

RE-BID DATE/TIME: Tuesday, December 21, 2021 @ 2:00 p.m. TWC No. 3383-A

Contractors	License No.	Class	Base Bid	Alternate No. 1	Remarks
M. B. Kahn Construction Co., Inc. 101 Flintlake Road Columbia, SC 29223	10572	W&S Lines & W&S Plants	\$867,729.00	\$60,000.00	Low Bidder
R. H. Moore Company, Inc. P. O. Box 830 Murrells Inlet, SC 29576	10582	W&S Lines & W&S Plants	\$1,073,500.00	\$64,000.00	
Level Utilities, LLC 1312 Saville Street Georgetown, SC 29440	118104	W&S Lines & W&S Plants	\$1,142,286.00	\$58,462.00	
ProPump & Controls, Inc. 120 Jacob Lane Myrtle Beach, SC 29579	117634	W&S Lines	\$1,267,182.00	\$61,057.00	*Base Bid including Alternates Lump Sum amount was incorrectly added on Bid Form

This is to certify that the bids tabulated herein were publicly opened and read aloud at 2:00 p.m. on the 21st day of December 2021, at the City of Georgetown via Public Facebook livestream.


J. Perry Mayhew, P.E.



Wooten

1411 Gervais Street, Suite 315
Columbia, SC 29201

**MARYVILLE SCHOOL LIFT STATION REPLACEMENT
CITY OF GEORGETOWN**

SECTION 00601.2

NOTICE OF INTENT TO AWARD

OWNER: City of Georgetown
2377 Anthuan Maybank Drive
Georgetown, SC 29440

PROJECT NO.: 1815

PROJECT DESCRIPTION: Maryville School Lift Station Replacement

TO ALL BIDDERS:

This is to notify all bidders that it is the intent of the Owner to award a contract as follows:

NAME OF BIDDER: M.B. Khan Construction Co. Inc.

DATE BIDS WERE RECEIVED: 12/21/2021 @ 2:00 PM

AMOUNT OF BASE BID: \$ 867,729.00

ALTERNATE(S) ACCEPTED: # \$ 60,000.00

TOTAL AMOUNT OF BASE BID WITH ALTERNATE(S): \$ 927,729.00

The Owner has determined that the above-named Bidder is responsible and has submitted the lowest responsive bid. The Owner may enter into a contract with this Bidder subject to the contract review and approval by the RIA and City Council.

Orlando Arteaga, P.E.
(Print or Type Name)
Orlando Arteaga
(Signature)

Digitally signed by Orlando Arteaga
DN: cn=Orlando Arteaga, o=City of Georgetown,
ou=Engineering, email=oarteaga@georgetownsc.gov,
c=US
Date: 2022.01.05 11:29:08 -0500

City Engineer
(Title)
1/5/2022
(Date Posted)

(END OF SECTION)

NOTICE OF INTENT TO AWARD
00601.2



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

ACTION ITEM

DOC ID: 3488

Council Meeting Date:	20 January 2022
Department:	Engineering
Issue Under Consideration:	Motion to approve the submission of an application to the Georgetown County Transportation Committee (CTC) requesting funding in the amount of \$124,608 for the Gilbert Street (S-168) sidewalk project.
Amount Requested:	\$124,608
Is Item in Current Budget?	No
If no, please explain:	Funding will be requested from the Georgetown County Transportation Committee (CTC).
Financial Impact:	None
Points to Consider:	1. CTC will meet in February 2022. 2. Funding is subject to CTC approval. 3. This is shovel-ready project with the design completed. 4. SCDOT issued permit #233701 in April 2020 but permit can be renewed. 5. The project was canceled in mid-2020 due to COVID.
Options:	Approve or Not Approve
Staff Recommendation:	Approve

Reviews:

Orlando Arteaga Completed 01/07/2022 3:33 PM
 Sandra E. Yudice Ph.D. Completed 01/10/2022 3:08 PM
 Stephanie Buccione Completed 01/12/2022 10:05 AM
 Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 Gilbert Street Sidewalk Estimate (PDF)
2. 2 SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (PDF)
3. 3 2022.01.10 CTC Gilbert St. Sidewalk (PDF)

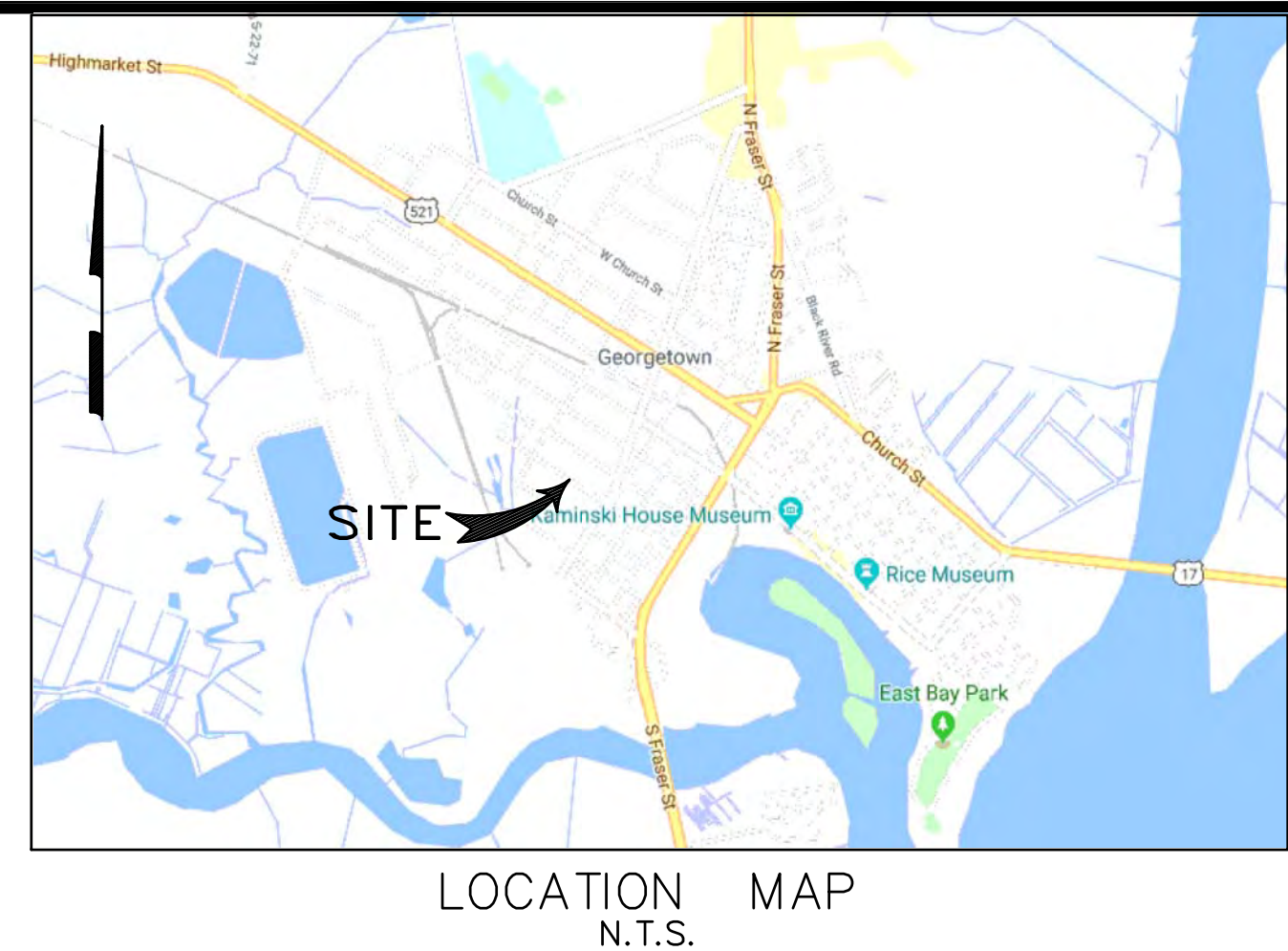
Project: Gilbert Street Sidewalk Estimate
Project No.:

Prepared by: O. Arteaga
Date: 1/7/2022

PROJECT OPINION OF PROBABLE COST					
	Activity	Quantity	Unit	Unit Price	Total Amount
Item	Construction				
1	Mobilization	1	LS	\$10,000	\$10,000
2	Soils Erosion and Traffic Control	1	LS	\$5,000	\$5,000
3	Grading, excavation, hauling off-site, debris removal	1	LS	\$5,500	\$5,500
4	Concrete Sidewalks	860	SY	\$68	\$58,480
5	8"-wide Thermoplastic Crosswalks	1	EA	\$300	\$300
6	24"-wide Stop Bar	1	EA	\$250	\$250
7	Pedestrian ramp w. warning pad	5	EA	\$6,000	\$30,000
8	Drop Inlet 24x24	1	EA	\$3,000	\$3,000
9	15"-PVC Drain	10	LF	\$75	\$750
Construction Total					\$113,280
	Contingency (10% of construction cost)				\$11,328
Total					\$124,608

THIS DRAWING AND THE DESIGN SHOWN THEREON ARE THE PROPERTY OF CAGLE CONSULTING ENGINEERS LLC. THE REPRODUCTION, COPYING OR OTHER USE OF THIS DRAWING WITHOUT WRITTEN CONSENT IS PROHIBITED. INFRINGEMENTS WILL BE SUBJECT TO LEGAL ACTION.

SIDEWALK PROGRAM, GILBERT STREET PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)



CITY OF GEORGETOWN
GEORGETOWN, SOUTH CAROLINA

APRIL 16, 2020

Prepared By:



Post Office Box 3706
Florence, South Carolina 29502
Ph. (843) 495-7452

SCDOT
Permit # 233701

APPROVED
By Marcus E. Clore, PLS at 11:49 am, Apr 16, 2020

PLAN INDEX			
SHT. NO.	TITLE	REV.	DATE
G1	COVER SHEET	0	4/16/20
G2	STANDARD NOTES	0	4/16/20
G3	SCDOT STANDARD NOTES	0	4/16/20

C1	OVERALL SITE PLAN	0	4/16/20
C2	PROPOSED SITE PLAN	0	4/16/20
C3	PROPOSED SITE PLAN	0	4/16/20
C4	PROPOSED SITE PLAN	0	4/16/20
C5	PROPOSED SITE PLAN	0	4/16/20
C6	PROPOSED SITE PLAN	0	4/16/20
C7	PROPOSED SITE PLAN	0	4/16/20
C8	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C9	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C10	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C11	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C12	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C13	GRADING, DRAINAGE & EROSION CONTROL PLAN	0	4/16/20
C14	SITE DETAILS	0	4/16/20
C15	SCDOT STANDARD DRAWINGS	0	4/16/20
C16	SCDOT STANDARD DRAWINGS	0	4/16/20
C17	SCDOT STANDARD DRAWINGS	0	4/16/20

PROJECT CONTACTS		
CONTACT NAME	UTILITY DEPT./ COMPANY	PHONE NO.
ORLANDO ARTEAGA, P.E.	CITY ENGINEER	(843) 545-4501
TIM CHATMAN	PUBLIC WORKS	(843) 545-4702
WILL GUNTER	WATER UTILITIES	(843) 545-4505
ALAN LOVELESS, P.E.	ELECTRIC UTILITIES	(843) 545-4600
SC811	UTILITIES LOCATION SERVICE	811

		REV	DESCRIPTION	BY	COVER SHEET SHEET NUMBER : G1 SHEET 1 OF 16
		0	ISSUE FOR CONSTRUCTION	BC	
		DRAWN BY: BC	CHKD BY: BC		
		DATE : 12/11/19	REV. : 4/16/20		
FILE: C1913.dwg					

Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488) : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project

1. INSTALL TEMPORARY SILT FENCE AND OTHER EROSION CONTROL BMPs AS SHOWN ON THE GRADING & EROSION CONTROL PLANS.
2. RELOCATE EXISTING SIGNAGE, FENCING, UTILITY POLES, POSTS, MAILBOXES OR OTHER STRUCTURES AS SHOWN ON PLANS.
3. SAWCUT, DEMOLISH AND REMOVE EXISTING CONCRETE AND ASPHALT AS REQUIRED PER SITE PLANS.
4. STRIP TOPSOIL AND ANY UNSUITABLE SOILS FROM AREAS OF THE NEW CONCRETE SIDEWALKS. DISTURB ONLY THE LENGTH OF SIDEWALK TO BE POURED IN (1) ONE DAY.
5. INSTALL STORM DRAINAGE.
6. GRADE SIDEWALK AREA TO SUBGRADES AS REQUIRED PER GRADING PLANS.
7. FORM AND POUR NEW CONCRETE SIDEWALK.
8. MATCH GRADE AT ALL STREET CROSSINGS AND DRIVEWAYS.
9. BACKFILL SHOULDERS ALONG SIDEWALK WITH CLEAN TOPSOIL AS REQUIRED.
10. INSTALL PAVEMENT MARKINGS AS SHOWN ON PLANS.
1. CLEANUP TRASH AND MATERIALS FROM THE SITE.
2. SEED AND MULCH ALL DISTURBED AREAS TO BE GRASSED. IF HYDROSEEDING, DO NOT SPRAY HYDROSEED MIX ON NEW CONCRETE SIDEWALKS, OTHER PAVEMENTS OR STRUCTURES.
3. ESTABLISH 70% GRASSING STABILIZATION ON DISTURBED AREAS NEXT TO THE NEW CONCRETE SIDEWALK.
4. REMOVE TEMPORARY EROSION CONTROL BMPs.
5. FINAL CLEANUP OF THE SITE.
6. FINAL INSPECTION BY THE CIVIL ENGINEER AND THE CITY OF GEORGETOWN ENGINEERING DEPARTMENT.

3. If necessary, slopes, which exceed eight (8) vertical feet shall be stabilized by synthetic or vegetative mats, in addition to hydroseeding. It may be necessary to install temporary slope drains during construction. Temporary berms may be needed until the slope is brought to grade.
2. Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than fourteen (14) days after work has ceased, except as stated below. Where stabilization by the 14th day is precluded by snow cover or frozen ground conditions stabilization measures must be initiated as soon as practicable. Where construction activity on a portion of the Site is temporarily ceased, and earth-disturbing activities will be resumed within 14 days, temporary stabilization measures do not have to be initiated on that portion of the Site.
3. All sediment and erosion control devices shall be inspected once every calendar week. If periodic inspection or other information indicates that a BMP has been inappropriately or incorrectly installed, the Permittee must address the necessary replacement or modification required to correct the BMP within 48 hours of identification.
4. Provide silt fence and/or other control devices, as may be required, to control soil erosion during utility construction. All disturbed areas shall be cleaned, graded, and stabilized with grassing immediately after the utility installation. Fill, cover, and temporary seeding at the end of each day are recommended. If water is encountered while trenching, the water should be filtered to remove sediment before being pumped back into any waters of the State.
5. All erosion control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been stabilized. Additional control devices may be required during construction in order to control erosion and/or offsite sedimentation. All temporary control devices shall be removed once construction is complete and the site is stabilized.
6. The contractor must take necessary action to minimize the tracking of mud onto paved roadway(s) from construction areas and the generation of dust. The contractor shall daily remove mud/soil from pavement, as may be required.
7. Residential subdivisions require erosion control features for infrastructure as well as for individual lot construction. Individual property owners shall follow these plans during construction or obtain approval of an individual plan in accordance with S.C. Reg. 72-300 et seq. and SCRT100000.
8. Temporary diversion berms and/or ditches will be provided as needed during construction to protect work areas from upslope runoff and/or to divert sediment-laden water to appropriate traps or stable outlets.
9. All waters of the State (WoS), including wetlands, are to be flagged or otherwise clearly marked in the field. A double row of silt fence is to be installed in all areas where a 50-foot buffer cannot be maintained between the disturbed area and all WoS. A 10-foot buffer should be maintained between the last row of silt fence and all WoS.
10. Litter, construction debris, oils, fuels, and building products with significant potential for impact (such as stockpiles of freshly treated lumber) and construction chemicals that could be exposed to storm water must be prevented from becoming a pollutant source in storm water discharges.
11. A copy of the SWPPP, inspections records, and rainfall data must be retained at the construction site or a nearby location easily accessible during normal business hours, from the date of commencement of construction activities to the date that final stabilization is reached.
12. Land stabilization measures on any exposed steep slope (3H:1V or greater) where land-disturbing activities have permanently or temporarily ceased, and will not resume for a period of 7 calendar days.
13. Minimize soil compaction and, unless infeasible, preserve topsoil.
14. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge;
15. Minimize the discharge of pollutants from dewatering of trenches and excavated areas. These discharges are to be routed through appropriate BMPs (sediment basin, filter bag, etc.).
16. The following discharges from sites are prohibited:
 - Wastewater from washout of concrete, unless managed by an appropriate control;
 - Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials;
 - Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and
 - Soaps or solvents used in vehicle and equipment washing.
17. After construction activities begin, inspections must be conducted at a minimum of at least once every calendar week and must be conducted until final stabilization is reached on all areas of the construction site.
18. If existing BMPs need to be modified or if additional BMPs are necessary to comply with the requirements of this permit and/or SC's Water Quality Standards, implementation must be completed before the next storm event whenever practicable. If implementation before the next storm event is impracticable, the situation must be documented in the SWPPP and alternative BMPs must be implemented as soon as reasonably possible.
19. A Pre-Construction Conference must be held for each construction site with an approved On-Site SWPPP prior to the implementation of construction activities. For non-linear projects that disturb 10 acres or more this conference must be held on-site unless the Department has approved otherwise.

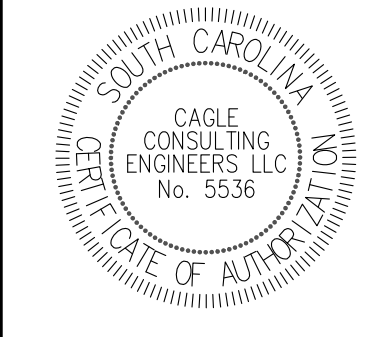
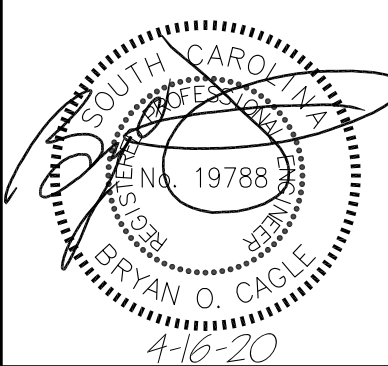
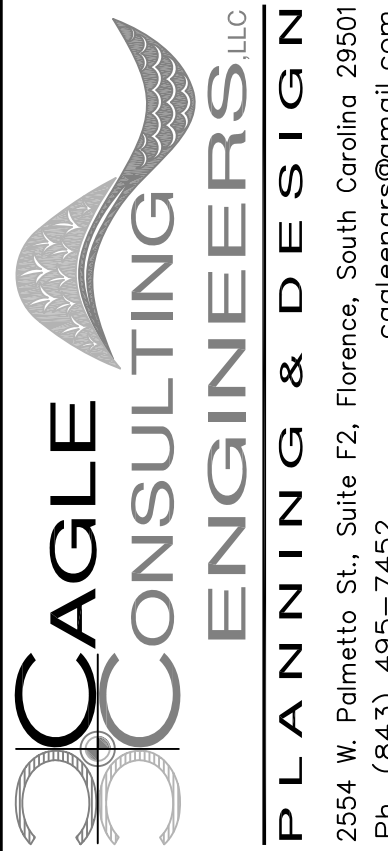
**SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC**

STANDARD NOTES

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	B
DRAWN BY: BC		CHK'D BY: BC
DATE: 12/11/19		REV.: 4/16/20
SCALE: AS SHOWN		PROJ. #: C1913
FILE: C1913.dwg		
SHEET NUMBER:		

SHEET NUMBER

G2



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ENCROACHMENT PERMIT GENERAL PROVISIONS:

1. DEFINITIONS: THE WORD "PERMITTEE" USED HEREIN SHALL MEAN THE NAME OF THE PERSON, FIRM, OR CORPORATION TO WHOM THIS PERMIT IS ADDRESSED, HIS, HER, ITS, HEIRS, PERSONAL REPRESENTATIVES, SUCCESSORS AND ASSIGNS. THE WORD "DEPARTMENT" SHALL MEAN THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION.
2. NOTICE PRIOR TO STARTING WORK: BEFORE STARTING THE WORK CONTEMPLATED HEREIN WITHIN THE LIMITS OF THE HIGHWAY RIGHT OF WAY, THE DEPARTMENT'S RESIDENT MAINTENANCE ENGINEER IN THE COUNTY IN WHICH THE PROPOSED WORK IS LOCATED SHALL BE NOTIFIED 24 HOURS IN ADVANCE SO THAT HE MAY BE PRESENT WHILE THE WORK IS UNDER WAY.
3. PERMIT SUBJECT TO INSPECTION: THIS PERMIT SHALL BE KEPT AT THE SITE OF THE WORK AT ALL TIMES WHILE SAID WORK IS UNDER WAY AND MUST BE SHOWN TO ANY REPRESENTATIVE OF THE DEPARTMENT OR LAW ENFORCEMENT OFFICER ON DEMAND.
4. PROTECTION OF HIGHWAY TRAFFIC: THE APPLICANT SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE HIGHWAY TRAFFIC AT ALL TIMES DURING THE CONSTRUCTION, MAINTENANCE, REMOVING OR MOVING OF THE ENCROACHMENT PERMITTED HEREIN. DETOURS, BARRICADES, WARNING SIGNS AND FLAGMEN, AS NECESSARY, SHALL BE PROVIDED BY AND AT THE EXPENSE OF THE PERMITTEE AND SHALL BE IN ACCORDANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MUTCD). THE WORK SHALL BE PLANNED AND CARRIED OUT SO THAT THERE WILL BE THE LEAST POSSIBLE INCONVENIENCE TO THE MOTORING PUBLIC. THE PERMITTEE AGREES TO OBSERVE ALL RULES AND REGULATIONS OF THE DEPARTMENT WHILE CARRYING ON THE WORK CONTEMPLATED HEREIN AND TAKE ALL OTHER PRECAUTIONS THAT CIRCUMSTANCES WARRANT.
5. STANDARDS OF CONSTRUCTION: ALL WORK SHALL CONFORM TO THE DEPARTMENT'S STANDARDS OF CONSTRUCTION AND SHALL BE PERFORMED IN A WORKMAN-LIKE MANNER. THE APPLICANT SHALL MAKE ADEQUATE PROVISIONS FOR MAINTAINING THE PROPER DRAINAGE OF THE HIGHWAY AS IT MAY BE AFFECTED BY THE ENCROACHMENT PERMITTED HEREIN. ALL WORK SHALL BE SUBJECT TO THE SUPERVISION AND SATISFACTION OF THE DEPARTMENT.
6. FUTURE MOVING OF PHYSICAL APPURTENANCES: IF, IN THE OPINION OF THE STATE HIGHWAY ENGINEER, IT SHOULD EVER BECOME NECESSARY TO MOVE OR REMOVE THE PHYSICAL APPURTENANCES, OR ANY PART THEREOF CONTEMPLATED HEREIN, ON ACCOUNT OF CHANGE IN LOCATION OF THE HIGHWAY, WIDENING OF THE HIGHWAY, OR FOR ANY OTHER SUFFICIENT REASON, SUCH MOVING SHALL BE DONE ON DEMAND OF THE DEPARTMENT AT THE EXPENSE OF THE PERMITTEE.
7. RESTORATION OF HIGHWAY FACILITIES UPON MOVING OR REMOVING OF PHYSICAL APPURTENANCES: IF, ND WHEN, THE PHYSICAL APPURTENANCES CONTEMPLATED HEREIN SHALL BE MOVED OR REMOVED, EITHER ON THE DEMAND OF THE DEPARTMENT OR AT THE OPTION OF THE PERMITTEE, THE HIGHWAY AND FACILITIES SHALL IMMEDIATELY BE RESTORED TO THEIR ORIGINAL CONDITION AT THE EXPENSE OF THE PERMITTEE.
8. COSTS: ALL WORK IN CONNECTION WITH THE CONSTRUCTION, MAINTENANCE, MOVING OR REMOVING OF THE PHYSICAL APPURTENANCES CONTEMPLATED HEREIN SHALL BE DONE BY AND AT THE EXPENSE OF THE PERMITTEE.
9. ADDITIONAL PERMISSIONS:
- (A) IT IS DISTINCTLY UNDERSTOOD THAT THIS PERMIT DOES NOT IN ANY WAY GRANT OR RELEASE ANY RIGHTS LAWFULLY POSSESSED BY THE ABUTTING PROPERTY OWNERS. THE PERMITTEE SHALL SECURE ANY SUCH RIGHTS, AS NECESSARY, FROM SAID ABUTTING PROPERTY OWNERS.
- (B) THE PERMITTEE SHALL BE RESPONSIBLE FOR OBTAINING ALL OTHER APPROVALS OR PERMITS NECESSARY FOR INSTALLATION OF THE ENCROACHMENT FROM OTHER GOVERNMENT ENTITIES.
- (C) THERE SHALL BE NO EXCAVATION OF SOIL NEARER THAN TWO FEET TO ANY PUBLIC UTILITY LINE OR APPURTENANT FACILITY EXCEPT WITH THE CONSENT OF THE OWNER THEREOF, OR EXCEPT UPON SPECIAL PERMISSION OF THIS DEPARTMENT AFTER AN OPPORTUNITY TO BE HEARD IS GIVEN THE OWNER OF SUCH LINE OR APPURTENANT FACILITY.

ENCROACHMENT PERMIT GENERAL PROVISIONS (CONTINUED):

10. ADDITIONAL WORK PERFORMANCE:
- (A) ALL CROSSINGS OVER THE HIGHWAY SHALL BE CONSTRUCTED IN ACCORDANCE WITH "SPECIFICATIONS FOR OVERHEAD CROSSINGS OF LIGHT AND POWER TRANSMISSION LINES AND TELEGRAPH LINES OVER EACH OTHER AND OVER HIGHWAY RIGHTS OF WAY IN SOUTH CAROLINA," AS APPROVED BY THE PUBLIC SERVICE COMMISSION OF SOUTH CAROLINA AND EFFECTIVE AS OF DATE OF THIS PERMIT.
- (B) ALL TUNNELING, BORING, OR JACKING SHALL BE DONE IN SUCH A WAY AS NOT TO DISTURB THE HIGHWAY SURFACING.
- (C) NO PAVEMENT SHALL BE CUT UNLESS SPECIFICALLY AUTHORIZED HEREIN.
- (D) NO EXCAVATION SHALL BE NEARER THAN THREE FEET TO THE EDGE OF PAVEMENT UNLESS SPECIFICALLY AUTHORIZED HEREIN.
- (E) UNDERGROUND FACILITIES WILL BE LOCATED AT MINIMUM DEPTHS AS DEFINED IN THE "UTILITY ACCOMMODATIONS MANUAL" FOR THE TRANSMITTANT, GENERALLY AS FOLLOWS: 4 FEET MINIMUM FOR HAZARDOUS OR DANGEROUS TRANSMITTANT, 3 FEET MINIMUM FOR OTHER LINES. THE DEPARTMENT MAY APPROVE SHALLOWER DEPTHS IF ADEQUATE PROTECTION IS PROVIDED. SUCH APPROVAL MUST BE OBTAINED IN WRITING.
- (F) SERVICE AND OTHER SMALL DIAMETER PIPES SHALL BE JACKED, DRIVEN, OR OTHERWISE FORCED UNDERNEATH THE PAVEMENTS ON ANY SURFACED ROAD WITHOUT DISTURBING THE PAVEMENT. THE SECTION UNDER THE HIGHWAY PAVEMENT AND WITHIN A DISTANCE OF THREE (3) FEET ON EITHER SIDE SHALL BE CONTINUOUS WITHOUT JOINTS.
11. ACCESS:
- (A) PERMITTEE IS RESPONSIBLE FOR MAINTAINING REASONABLE ACCESS TO PRIVATE DRIVEWAYS DURING CONSTRUCTION.
- (B) IT IS EXPRESSLY PROVIDED THAT, WITH RESPECT TO ANY LIMITED ACCESS HIGHWAY, THE PERMITTEE SHALL NOT HAVE OR GAIN ACCESS FROM THE MAIN TRAVELED WAY OF THE HIGHWAY, OR THE ON OR OFF RAMPs TO SUCH FACILITY, EXCEPT UPON APPROVAL BY THE DEPARTMENT.
12. DRIVEWAYS:
- (A) THE EXISTING CROWN OF THE HIGHWAY SHALL BE CONTINUED TO THE OUTSIDE SHOULDER LINE OF THE HIGHWAY.
- (B) IF THE DRIVEWAY OR APPROACH IS CONCRETE PAVEMENT, THE PAVEMENT SHALL BE CONSTRUCTED AT LEAST 6 INCHES THICK AND WITH A MINIMUM OF CLASS 2500 CONCRETE. THERE SHALL BE A BITUMINOUS EXPANSION JOINT, NOT LESS THAN 3/4 INCHES IN THICKNESS, PLACED BETWEEN THE HIGHWAY PAVING AND THE PAVING OF THE APPROACH FOR THE FULL WIDTH OF THE APPROACH.
13. BEAUTIFICATION:
- (A) ALL TREES, PLANTS, FLOWERS, ETC. SHALL BE PLACED IN ACCORDANCE WITH THE PROVISIONS SPECIFICALLY STIPULATED HEREIN.
- (B) ALL TREES, PLANTS, FLOWERS, ETC. SHALL BE MAINTAINED BY, AND AT THE EXPENSE OF, THE PERMITTEE AND THE PROVISIONS OF THIS PERMIT SHALL BECOME NULL AND VOID, IF AND WHEN SAID PERMITTEE CEASES TO MAINTAIN AID TREES, PLANTS, FLOWERS, ETC.
14. AS-BUILT PLANS:
- (A) THE APPLICANT SHALL PROVIDE THE DEPARTMENT WITH SURVEY-QUALITY AS-BUILT PLANS IN ACCORDANCE WITH THE REQUIREMENTS SET FORTH IN THE DEPARTMENT'S "A POLICY FOR ACCOMMODATING UTILITIES ON HIGHWAY RIGHTS OF WAY".

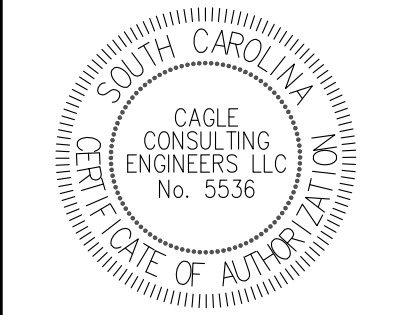
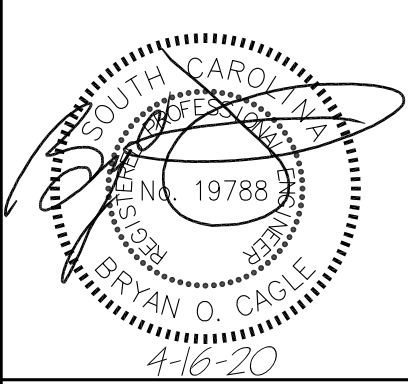
ENCROACHMENT PERMIT SPECIAL PROVISIONS:

- SCDOT PERMIT NUMBER 233701, APPROVED ON 4/16/2020, EXPIRES: 4/16/2021.
- 0003 – WHEN ROADS ARE RESURFACED, SHOULDERS SHALL BE REGRADED TO THE EDGE OF PAVEMENT TO CONFORM TO THE DEPARTMENT SPECIFICATIONS.
- 0004 – SCDOT SHALL BE NOTIFIED WHEN WORK DEFINED IN THE PERMIT STARTS AS WELL AS WHEN THE WORK IS COMPLETED. REFERENCE SHALL BE MADE BY PERMIT NUMBER.
- 0123 – ALL WORK PERFORMED IN CONNECTION WITH THIS PERMIT SHALL CONFORM TO THE SCDOT "A POLICY FOR ACCOMODATING UTILITIES ON HIGHWAY RIGHT-OF-WAY" MOST CURRENT EDITION.
- 0210 – ALL SIDEWALKS TO INCLUDE AT DRIVEWAY RADIUS SHALL MEET (ADAAG) AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES.
- 0309 – THE PERMITTEE SHALL MAKE THE INSTALLATION UNDER THE SUPERVISION OF THE DEPARTMENT AND SHALL NOT BLOCK TRAFFIC AT ANY TIME.
- 0310 – FIELD CHANGES, IF NECESSARY, MUST BE APPROVED IN WRITING BEFORE ACTUAL CONSTRUCTION OF PROPOSED CHANGES.
- 0312 – THE PERMITTEE SHALL HOLD THE DEPARTMENT HARMLESS FOR DAMAGES TO BOTH UPSTREAM AND DOWNSTREAM PROPERTIES.
- 0316 – ALL NON-PERMITTED OBJECTS ON THE RIGHT-OF-WAY, WHICH MUST BE REMOVED, SHALL NOT BE REPLACED ON THE RIGHT-OF-WAY WITHOUT WRITTEN PERMISSION OF THE DEPARTMENT.
- 0318 – THE APPLICANT SHALL BE RESPONSIBLE FOR IMMEDIATE REMOVAL OF SUCH TRAFFIC HAZARDS AS MUD, DEBRIS, LOOSE STONE, AND TRASH AS MAY BE WASHED OR SPILLED ON THE TRAVELED ROADWAY AS A RESULT OF THE PROPOSED WORK.



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cagleengrs@gmail.com



SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC

SCDOT
STANDARD NOTES

REV	DESCRIPTION	BY
A	ISSUE FOR PERMITTING	BC

DRAWN BY: BC

CHK'D BY: BC

DATE: 4/16/20

REV.: -

SCALE: AS SHOWN

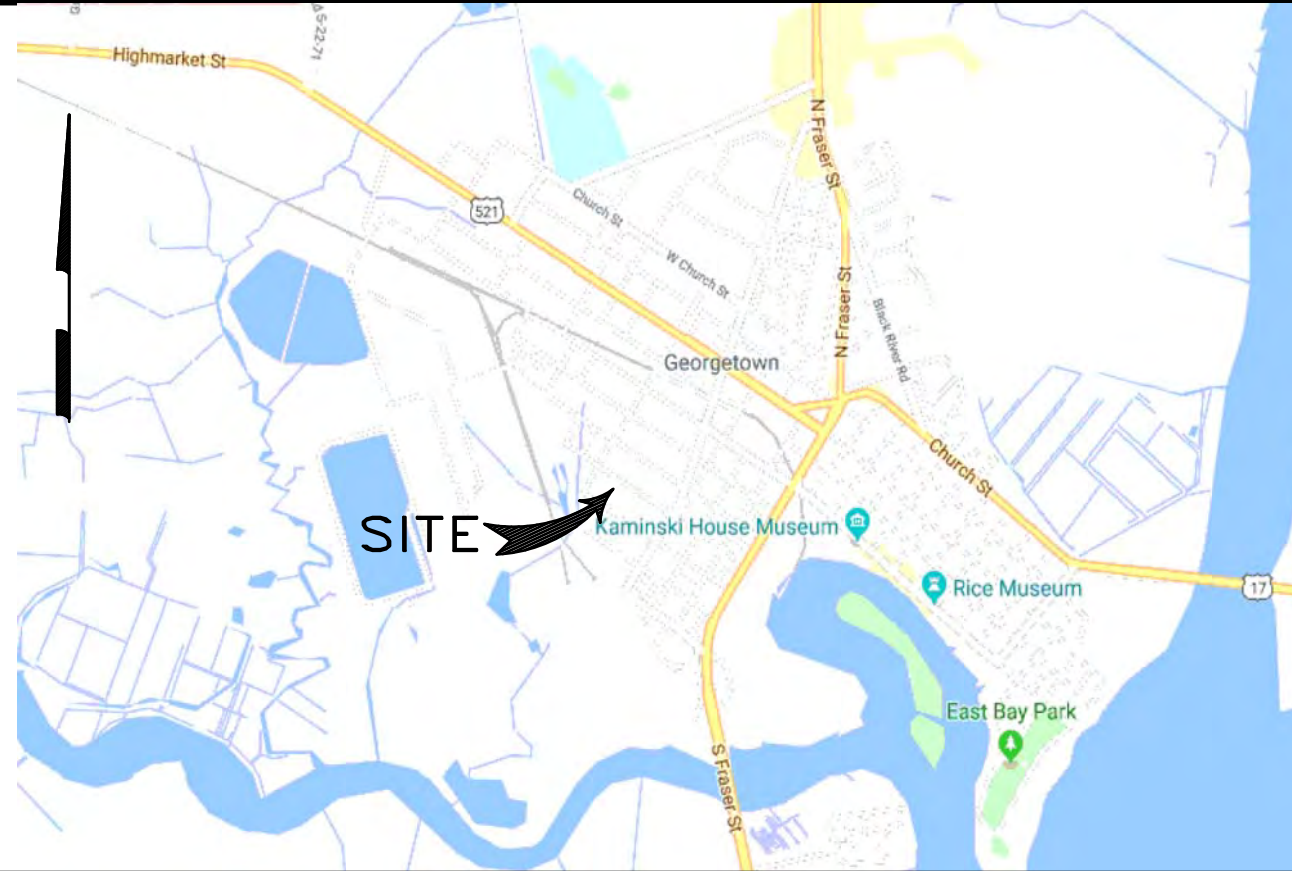
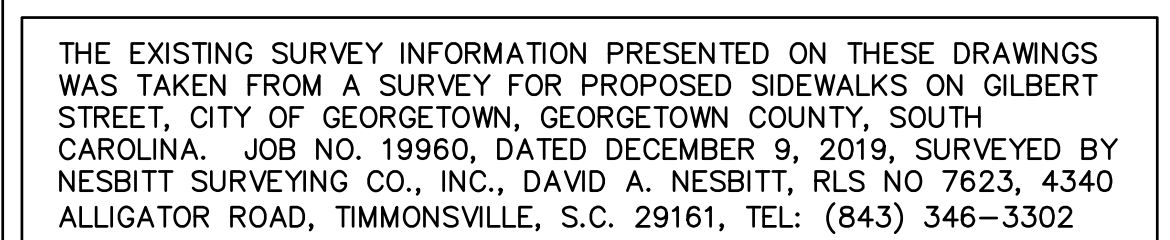
PROJ.#: C1913

FILE: C1913.dwg

SHEET NUMBER:

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OVERALL SITE PLAN

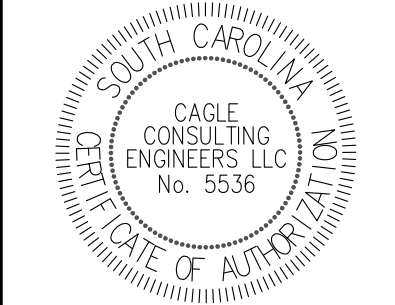
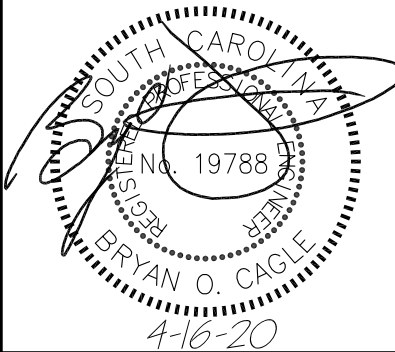


**SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alder St.)
CITY OF GEORGETOWN, SC**

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	B

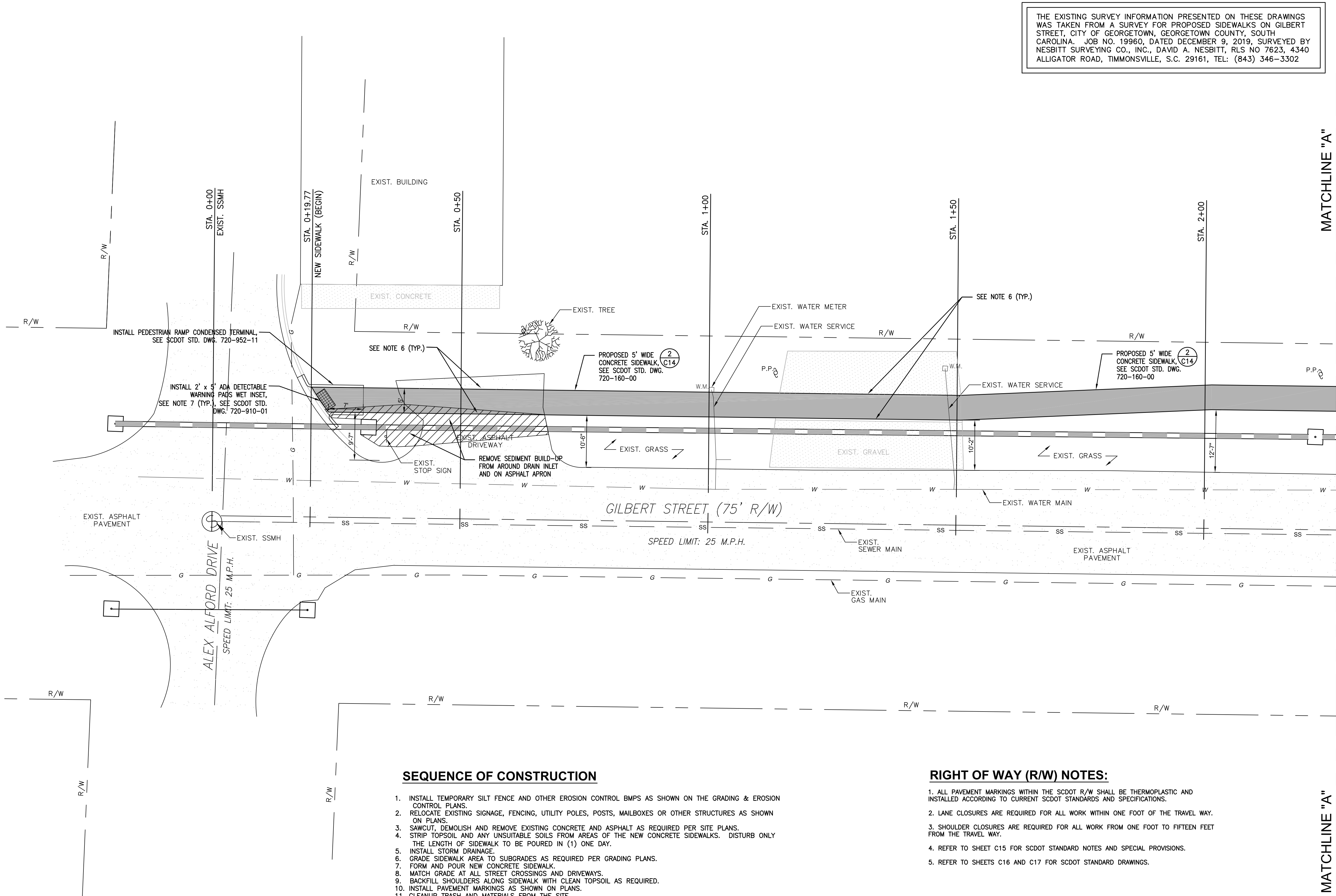
SHEET NUMBER

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Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488 : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project)

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THE EXISTING SURVEY INFORMATION PRESENTED ON THESE DRAWINGS WAS TAKEN FROM A SURVEY FOR PROPOSED SIDEWALKS ON GILBERT STREET, CITY OF GEORGETOWN, GEORGETOWN COUNTY, SOUTH CAROLINA. JOB NO. 19960, DATED DECEMBER 9, 2019, SURVEYED BY NESBITT SURVEYING CO., INC., DAVID A. NESBITT, RLS NO 7623, 4340 ALLIGATOR ROAD, TIMMONSVILLE, S.C. 29161, TEL: (843) 346-3302

South Carolina 811
CALL 811 - BEFORE YOU DIG

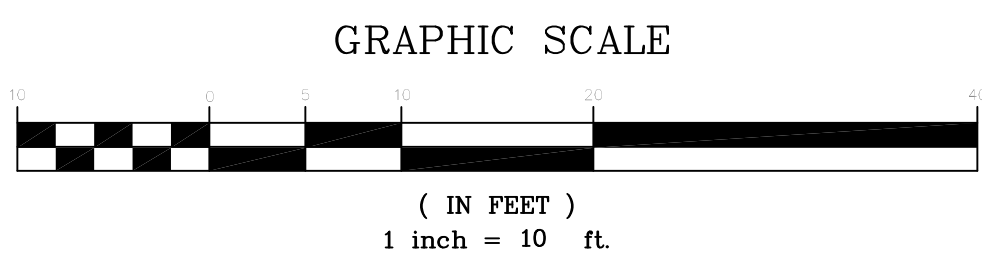
AT LEAST 3 DAYS (72 HOURS) BEFORE DIGGING,
CALL 811
or CALL TOLL-FREE:
1-888-721-7877
or SUBMIT A LOCATE REQUEST ONLINE AT www.sc811.com

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LEGEND

EXISTING		NEW
	PROPERTY LINE	
	TREES	
	BUILDING	
	ASPHALT PAVEMENT	
	CONCRETE PAVMT./SIDEWALK	
	CURB AND GUTTER (C&G)	
	DRAIN INLET	
	STORM DRAIN	
	WATER LINE	
	SANITARY SEWER	
	OVERHEAD ELECTRICAL	
	MANHOLE	
	CLEANOUT	
	FIRE HYDRANT	
	WATER VALVE	
	WATER METER	
	POWER POLE	
	FENCE	

- GENERAL NOTES**
1. DIMENSIONS SHOWN ARE TO FACE OF WALL, BACK OF CURB OR EDGE OF ROAD/PAVEMENT, WHICHEVER IS APPLICABLE.
2. CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES HAVING UNDERGROUND UTILITIES ON SITE OR IN RIGHT-OF-WAY PRIOR TO EXCAVATION. CONTRACTOR SHALL CONTACT UTILITY LOCATING COMPANY TO HAVE ALL UTILITIES MARKED PRIOR TO CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES IN THE PROJECT AREA BEFORE EXCAVATING.
3. THE CONTRACTOR SHALL TAKE EXTREME CAUTION TO PROTECT EXISTING UTILITIES. NOTIFY THE ENGINEER PRIOR TO BEGINNING CONSTRUCTION. CALL BRYAN CAGLE AT 843-495-7452.
4. ALL NEW PAVEMENTS SHALL HAVE A STRAIGHT, CLEAN AND VERTICAL EDGE FOR PLACEMENT AND SHALL BE COMPACTED ACCORDING TO SPECIFICATIONS WHERE NEW PAVEMENTS ADJUT EXISTING PAVEMENTS OR STRUCTURES. NO ASPHALT OR CONCRETE SHALL BE PLACED, POURED OR SPLASHED ONTO EXISTING PAVEMENTS OR STRUCTURES. THE CONTRACTOR WILL BE RESPONSIBLE TO CLEAN OR REPLACE EXISTING PAVEMENTS OR STRUCTURES IF THIS OCCURS.
5. REMOVE AND RELOCATE ALL SIGNS, MAILBOX POSTS, FENCING, POSTS AND OTHER STRUCTURES AS NECESSARY.
6. SAWCUT A STRAIGHT, CLEAN, VERTICAL EDGE AT ALL LOCATIONS WHERE NEW SIDEWALK CONTINUES THROUGH EXISTING DRIVEWAYS. DEMOLISH AND REMOVE EXISTING ASPHALT OR CONCRETE AS SHOWN.
7. DETECTABLE WARNING PADS SHALL BE INSTALLED AT ALL STREET CROSSING LOCATIONS AS SHOWN. DETECTABLE WARNING PADS SHALL BE ADA-COMPLIANT AND WET INSET TRUNCATED DOME MATS PER THE SCDOT STANDARD DRAWING 720-910-01, SEE SHEET C15. COLOR: YELLOW.
8. REFER TO OTHER CIVIL SHEETS FOR ADDITIONAL NOTES AND DETAILS.



SEQUENCE OF CONSTRUCTION

1. INSTALL TEMPORARY SILT FENCE AND OTHER EROSION CONTROL BMPS AS SHOWN ON THE GRADING & EROSION CONTROL PLANS.
2. RELOCATE EXISTING SIGNAGE, FENCING, UTILITY POLES, POSTS, MAILBOXES OR OTHER STRUCTURES AS SHOWN ON PLANS.
3. SAWCUT, DEMOLISH AND REMOVE EXISTING CONCRETE AND ASPHALT AS REQUIRED PER SITE PLANS.
4. STRIP TOPSOIL AND ANY UNSUITABLE SOILS FROM AREAS OF THE NEW CONCRETE SIDEWALKS. DISTURB ONLY THE LENGTH OF SIDEWALK TO BE POURED IN (1) ONE DAY.
5. INSTALL STORM DRAINAGE.
6. GRADE SIDEWALK AREA TO SUBGRADES AS REQUIRED PER GRADING PLANS.
7. FORM AND POUR NEW CONCRETE SIDEWALK.
8. MATCH GRADE AT ALL STREET CROSSINGS AND DRIVEWAYS.
9. BACKFILL SHOULDERS ALONG SIDEWALK WITH CLEAN TOPSOIL AS REQUIRED.
10. INSTALL PAVEMENT MARKINGS AS SHOWN ON PLANS.
11. CLEANUP TRASH AND MATERIALS FROM THE SITE.
12. SEED AND MULCH ALL DISTURBED AREAS TO BE GRASSED. IF HYDROSEEDING, DO NOT SPRAY HYDROSEED MIX ON NEW CONCRETE SIDEWALKS, OTHER PAVEMENTS OR STRUCTURES.
13. ESTABLISH 70% GRASSING STABILIZATION ON DISTURBED AREAS NEXT TO THE NEW CONCRETE SIDEWALK.
14. REMOVE TEMPORARY EROSION CONTROL BMPS.
15. FINAL CLEANUP OF THE SITE.
16. FINAL INSPECTION BY THE CIVIL ENGINEER, THE CITY OF GEORGETOWN ENGINEERING DEPARTMENT AND SCDOT.

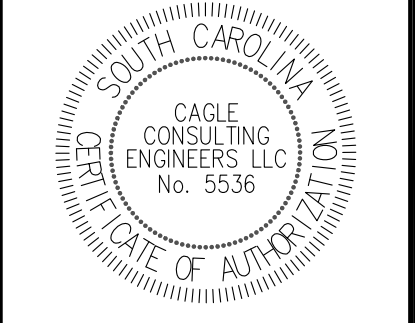
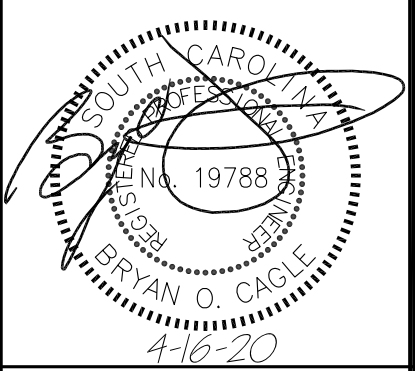
RIGHT OF WAY (R/W) NOTES:

1. ALL PAVEMENT MARKINGS WITHIN THE SCDOT R/W SHALL BE THERMOPLASTIC AND INSTALLED ACCORDING TO CURRENT SCDOT STANDARDS AND SPECIFICATIONS.
2. LANE CLOSURES ARE REQUIRED FOR ALL WORK WITHIN ONE FOOT OF THE TRAVEL WAY.
3. SHOULDER CLOSURES ARE REQUIRED FOR ALL WORK FROM ONE FOOT TO FIFTEEN FEET FROM THE TRAVEL WAY.
4. REFER TO SHEET C15 FOR SCDOT STANDARD NOTES AND SPECIAL PROVISIONS.
5. REFER TO SHEETS C16 AND C17 FOR SCDOT STANDARD DRAWINGS.

PROPOSED SITE PLAN

CAGLE CONSULTING ENGINEERS, LLC
PLANNING & DESIGN

2554 W. Palmetto St., Suite F2, Florence, South Carolina 29501
Ph. (843) 495-7452
cagleengr@gmail.com



SIDEWALK PROGRAM, GILBERT STREET

PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)

CITY OF GEORGETOWN, SC

PROPOSED SITE PLAN

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	BC

DRAWN BY: BC CHK'D BY: BC

DATE: 12/11/19 REV.: 4/16/20

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C2

Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488) : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project

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MATCHLINE "A"

MATCHLINE "A"

MATCHLINE "B"

MATCHLINE "B"

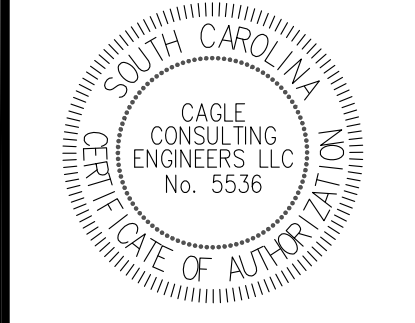
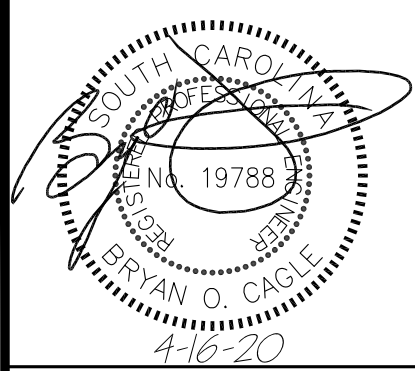
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SIDEWALK PROGRAM, GILBERT STREET
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CITY OF GEORGETOWN, SC

PROPOSED SITE PLAN		
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SHEET NUMBER:		
C3		

SEQUENCE OF CONSTRUCTION

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2. RELOCATE EXISTING SIGNAGE, FENCING, UTILITY POLES, POSTS, MAILBOXES OR OTHER STRUCTURES AS SHOWN ON PLANS.
3. SAWCUT, DEMOLISH AND REMOVE EXISTING CONCRETE AND ASPHALT AS REQUIRED PER SITE PLANS.
4. STRIP TOPSOIL AND ANY UNSUITABLE SOILS FROM AREAS OF THE NEW CONCRETE SIDEWALKS. DISTURB ONLY THE LENGTH OF SIDEWALK TO BE POURED IN (1) ONE DAY.
5. INSTALL STORM DRAINAGE.
6. GRADE SIDEWALK AREA TO SUBGRADES AS REQUIRED PER GRADING PLANS.
7. FORM AND POUR NEW CONCRETE SIDEWALK.
8. MATCH GRADE AT ALL STREET CROSSINGS AND DRIVEWAYS.
9. BACKFILL SHOULDERS ALONG SIDEWALK WITH CLEAN TOPSOIL AS REQUIRED.
10. INSTALL PAVEMENT MARKINGS AS SHOWN ON PLANS.
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13. ESTABLISH 70% GRASSING STABILIZATION ON DISTURBED AREAS NEXT TO THE NEW CONCRETE SIDEWALK.
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15. FINAL CLEANUP OF THE SITE.
16. FINAL INSPECTION BY THE CIVIL ENGINEER, THE CITY OF GEORGETOWN ENGINEERING DEPARTMENT AND SCDOT.

RIGHT OF WAY (R/W) NOTES:

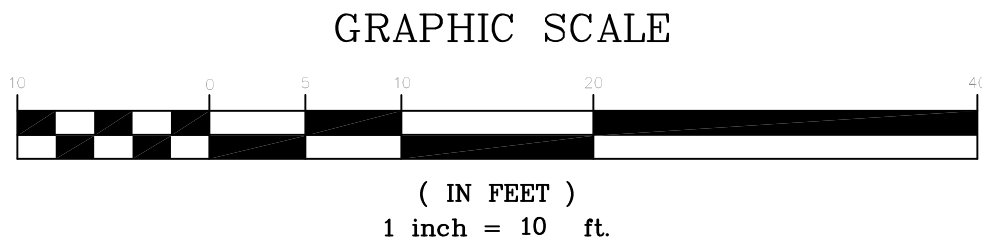
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5. REFER TO SHEETS C16 AND C17 FOR SCDOT STANDARD DRAWINGS.

PROPOSED SITE PLAN

LEGEND	
EXISTING	NEW
	PROPERTY LINE
	TREES
	BUILDING
	ASPHALT PAVEMENT
	CONCRETE PAVT./SIDEWALK
	CURB AND GUTTER (C&G)
	DRAIN INLET
	STORM DRAIN
	WATER LINE
	SANITARY SEWER
	OVERHEAD ELECTRICAL
	MANHOLE
	CLEANOUT
	FIRE HYDRANT
	WATER VALVE
	WATER METER
	POWER POLE
	FENCE

GENERAL NOTES

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8. REFER TO OTHER CIVIL SHEETS FOR ADDITIONAL NOTES AND DETAILS.



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MATCHLINE "B"

MATCHLINE "B"

MATCHLINE "C"

MATCHLINE "C"

THE EXISTING SURVEY INFORMATION PRESENTED ON THESE DRAWINGS WAS TAKEN FROM A SURVEY FOR PROPOSED SIDEWALKS ON GILBERT STREET, CITY OF GEORGETOWN, GEORGETOWN COUNTY, SOUTH CAROLINA. JOB NO. 19960, DATED DECEMBER 9, 2019, SURVEYED BY NESBITT SURVEYING CO., INC., DAVID A. NESBITT, RLS NO 7623, 4340 ALLIGATOR ROAD, TIMMONSVILLE, S.C. 29161, TEL: (843) 346-3302

South Carolina811

CALL 811 - BEFORE YOU DIG

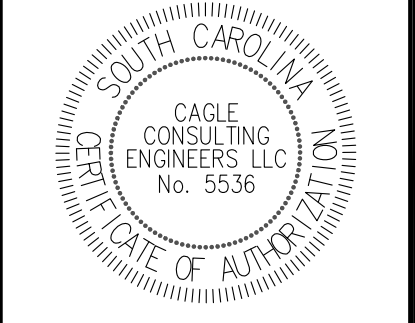
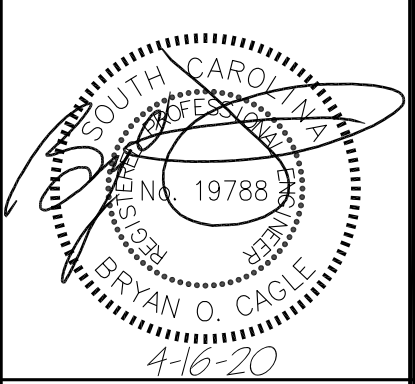
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CAGLE CONSULTING ENGINEERS, LLC

PLANNING & DESIGN

2554 W. Palmetto St., Suite F2, Florence, South Carolina 29501
Ph. (843) 495-7452
cagleengrs@gmail.com



SIDEWALK PROGRAM, GILBERT STREET

PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)

CITY OF GEORGETOWN, SC

PROPOSED SITE PLAN

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	BC

DRAWN BY: BC CHK'D BY: BC

DATE: 12/11/19 REV.: 4/16/20

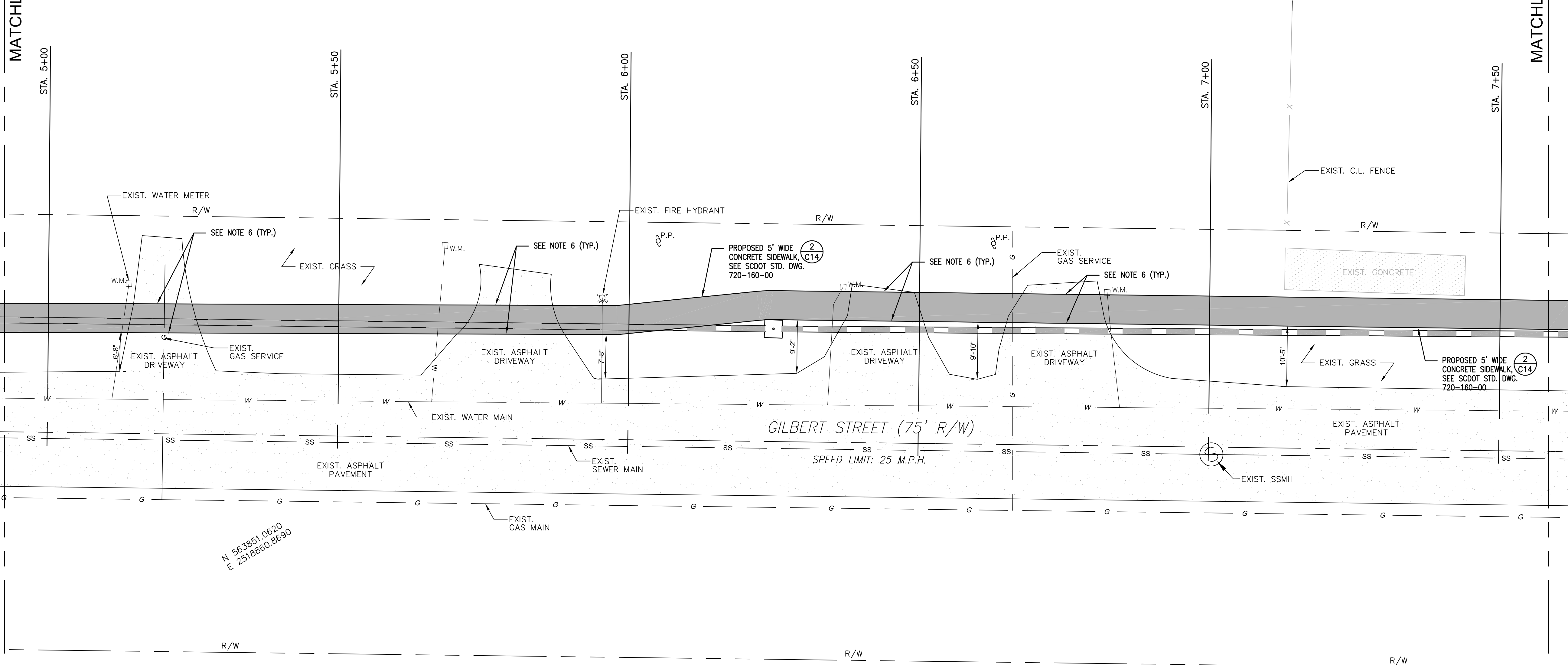
SCALE: AS SHOWN PROJ.#: C1913

FILE: C1913.dwg

SHEET NUMBER:

C4

Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488) : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project



SEQUENCE OF CONSTRUCTION

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3. SAWCUT, DEMOLISH AND REMOVE EXISTING CONCRETE AND ASPHALT AS REQUIRED PER SITE PLANS.
4. STRIP TOPSOIL AND ANY UNSUITABLE SOILS FROM AREAS OF THE NEW CONCRETE SIDEWALKS. DISTURB ONLY THE LENGTH OF SIDEWALK TO BE POURED IN (1) ONE DAY.
5. INSTALL STORM DRAINAGE.
6. GRADE SIDEWALK AREA TO SUBGRADES AS REQUIRED PER GRADING PLANS.
7. FORM AND POUR NEW CONCRETE SIDEWALK.
8. MATCH GRADE AT ALL STREET CROSSINGS AND DRIVEWAYS.
9. BACKFILL SHOULDERS ALONG SIDEWALK WITH CLEAN TOPSOIL AS REQUIRED.
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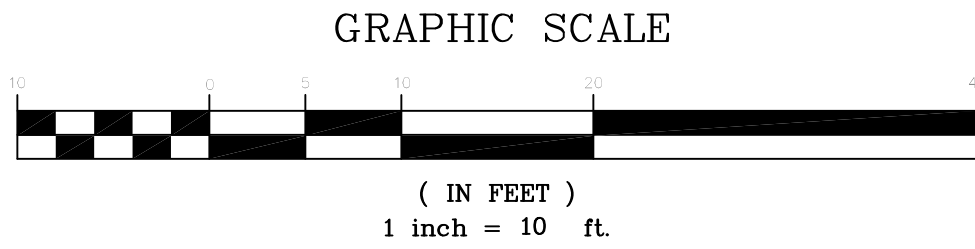
PROPOSED SITE PLAN

LEGEND

EXISTING		NEW
	PROPERTY LINE	
	TREES	
	BUILDING	
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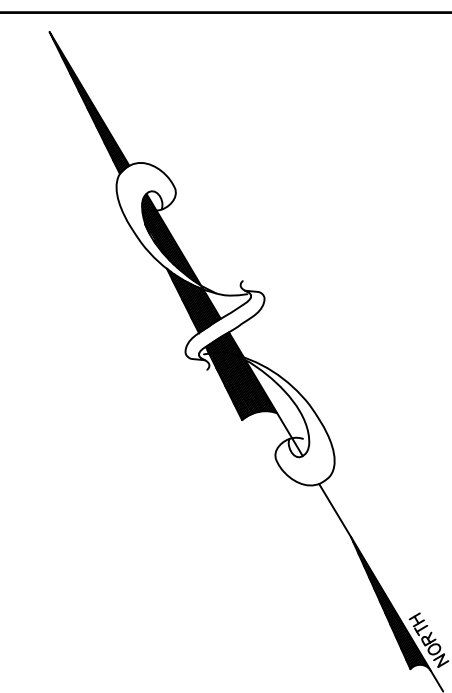


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MATCHLINE "D"

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GRAPHIC SCALE

(IN FEET)
1 inch = 10 ft.

PROPOSED SITE PLAN

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	BC
DRAWN BY: BC		CHK'D BY: BC
DATE: 12/11/19		REV.: 4/16/20
SCALE: AS SHOWN		PROJ. #: C1913
FILE: C1913.dwg		
SHEET NUMBER:		

C5

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MATCHLINE "D"

MATCHLINE "D"

MATCHLINE "E"

MATCHLINE "E"

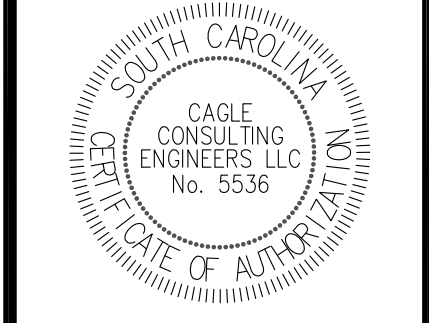
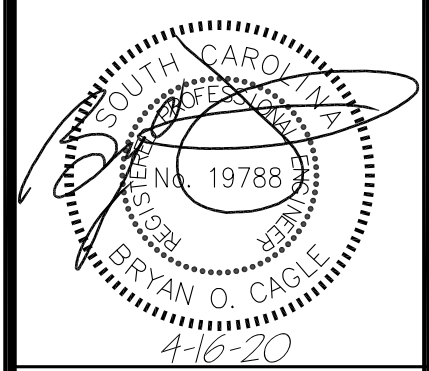
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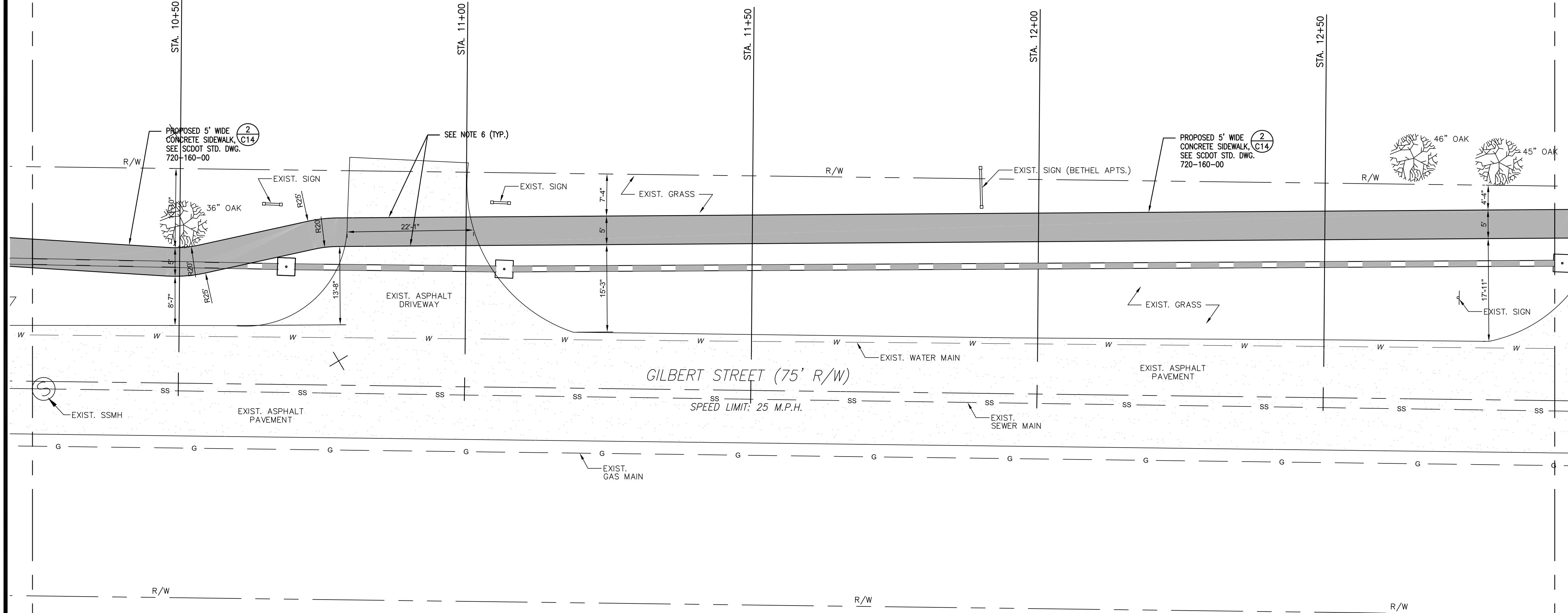
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Ph. (843) 495-7452
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SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC

PROPOSED SITE PLAN		
REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	BC
DRAWN BY: BC CHK'D BY: BC		
DATE: 12/11/19 REV.: 4/16/20		
SCALE: AS SHOWN PROJ.#: C1913		
FILE: C1913.dwg		
SHEET NUMBER:		
C6		



SEQUENCE OF CONSTRUCTION

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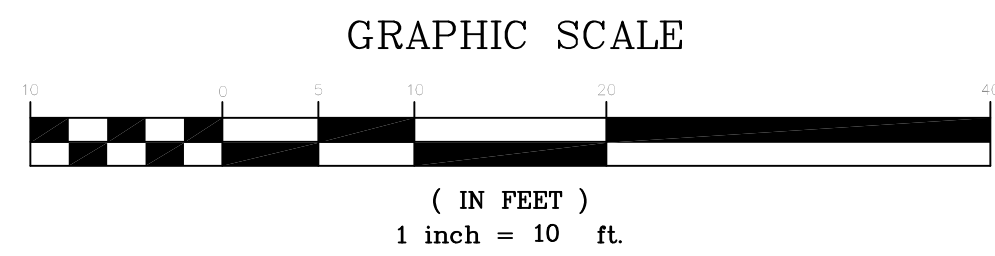
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MATCHLINE "E"

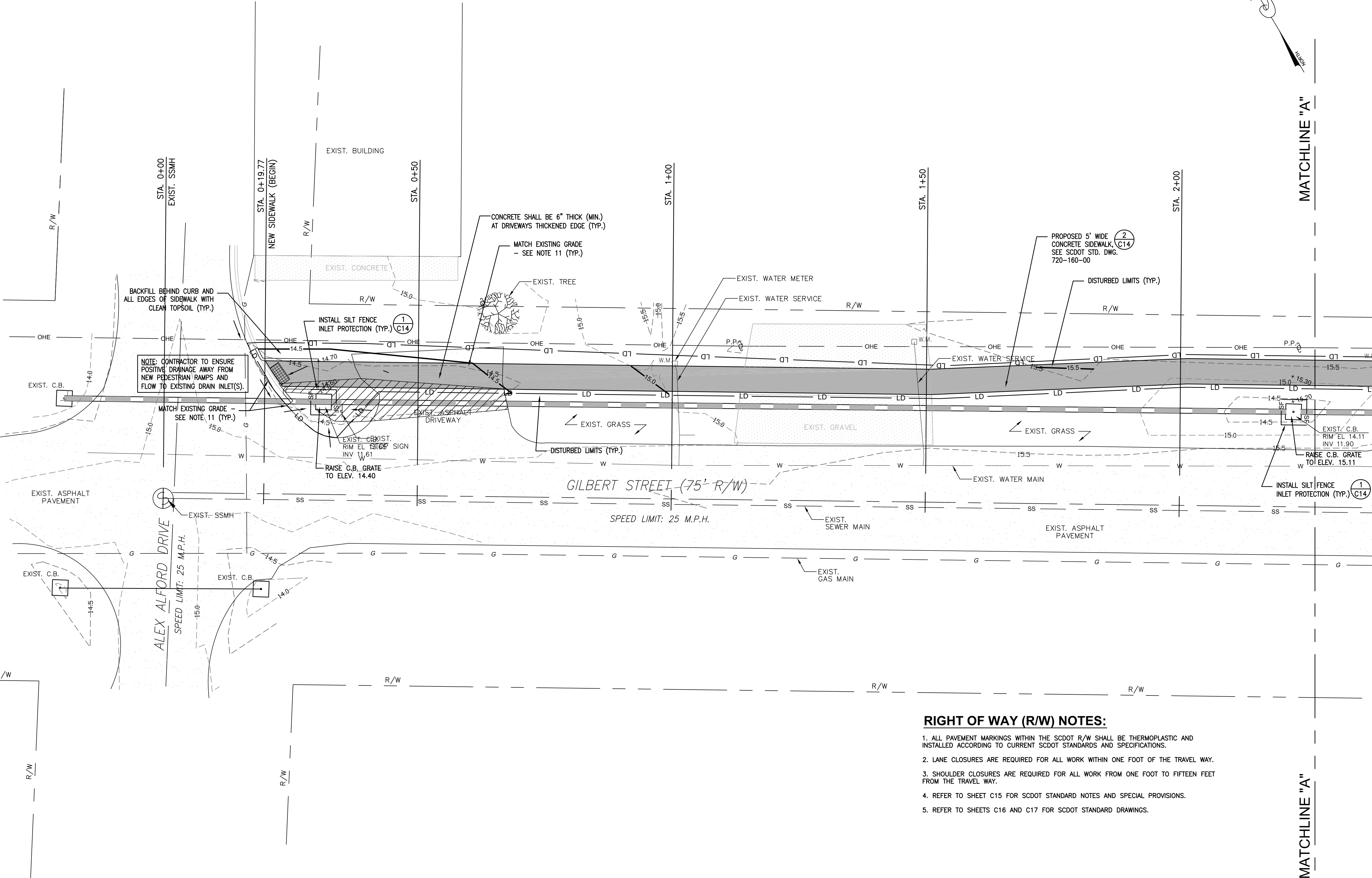


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South Carolina 811

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EXISTING

NEW

PROPERTY LINE

TREES

BUILDING

ASPH. PAVMT.

CONC.

D.I.

W

SS

OHE

MH

CO

W.V.

W.M.

POWER POLE

FENCE

SPOT ELEVATION

CONTOUR LINE

SILT FENCE

FLOW ARROWS

LEGEND

PROPERTY LINE

TREES

BUILDING

ASPHALT PAVEMENT

CONCRETE PAVMT./SIDEWALK

CURB AND GUTTER (C&G)

DRAIN INLET

STORM DRAIN

WATER LINE

SANITARY SEWER

OVERHEAD ELECTRICAL

MANHOLE

CLEANOUT

FIRE HYDRANT

WATER VALVE

WATER METER

POWER POLE

FENCE

SPOT ELEVATION

CONTOUR LINE

SILT FENCE

FLOW ARROWS

GRADING NOTES

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3. EARTHWORK SHALL BE TO THE GRADES AND LINES SHOWN. COMPACTION TESTS SHALL BE ACCOMPLISHED IN THE FIELD TO TEST ALL AREAS. COMPACTION TESTS WILL BE CONDUCTED AT THE CONTRACTOR'S EXPENSE. RETESTING WILL BE CONDUCTED, IF REQUIRED, DUE TO POOR COMPACTION.

4. ALL SOFT SPOTS SHALL BE STABILIZED BY FURTHER COMPACTIVE EFFORT OR UNDERCUT AND BACKFILLED WITH COMPACTED STRUCTURAL FILL MATERIAL.

5. ALL NEW ELEVATIONS SHOWN ARE FINISH ELEVATIONS. THE GRADING CONTRACTOR SHALL DEDUCT THE APPROPRIATE AMOUNT FOR THE SUBGRADE.

6. CONTRACTOR SHALL REMOVE TOPSOIL AS NECESSARY TO PROVIDE ADEQUATE SUBGRADE.

7. TWELVE INCHES (12") OF SUBGRADE SHALL BE COMPACTED TO AT LEAST 95% OF MAXIMUM DRY DENSITY AS DETERMINED BY THE STANDARD PROCTOR (ASTM D-698).

8. ALL EROSION CONTROL MEASURES SHOWN AND STATED ON THIS PLAN ARE TO BE IMPLEMENTED THROUGH FINAL INSPECTION.

9. STANDING GRASS MUST BE EVIDENT IN SEEDED DISTURBED AREAS BEFORE FINAL APPROVAL. 70% STABILIZATION IS REQUIRED IN ANY 2' x 2' SQUARE AREA PER SCDHEC.

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11. MATCH EXISTING GRADE ELEVATIONS WHERE NEW SIDEWALK ABUTS EXISTING ASPHALT OR CONCRETE PAVEMENT AND DRIVEWAYS.

12. DISTURBED AREA = 0.24 AC.

13. ALL EXISTING WATER METER VALVE BOXES, SEWER CLEANOUTS OR OTHER UTILITY STRUCTURES SHALL BE ADJUSTED TO MATCH NEW SIDEWALK FINISHED GRADE ELEVATION. NEW COVER(S) SHALL BE INSTALLED TO REPLACE BROKEN COVER(S). COORDINATE WITH THE CITY OF GEORGETOWN UTILITIES DEPARTMENT.

14. CONTRACTOR SHALL BE RESPONSIBLE TO HAUL ALL EXCESS EXCAVATED MATERIAL AND/OR DEBRIS OFF-SITE TO AN APPROVED LANDFILL.

GRAPHIC SCALE

1 inch = 10 ft.

RIGHT OF WAY (R/W) NOTES:

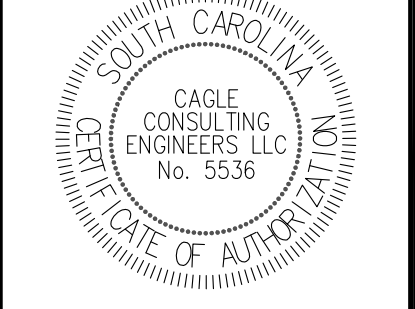
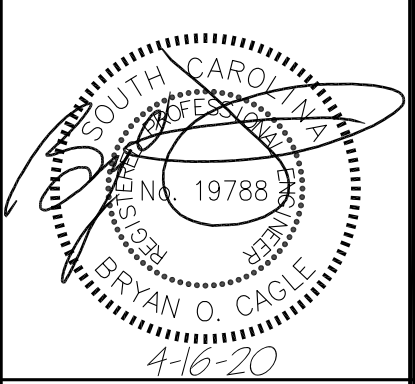
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5. REFER TO SHEETS C16 AND C17 FOR SCDOT STANDARD DRAWINGS.

GRADING, DRAINAGE & EROSION CONTROL PLAN

CAGLE CONSULTING ENGINEERS, LLC

PLANNING & DESIGN

2554 W. Palmetto St., Suite F2, Florence, South Carolina 29501
Ph. (843) 495-7452
cagleengr@gmail.com



SIDEWALK PROGRAM, GILBERT STREET

PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)

CITY OF GEORGETOWN, SC

GRADING, DRAINAGE & EROSION CONTROL PLAN

REV. DESCRIPTION BY

0 ISSUE FOR CONSTRUCTION BC

DRAWN BY: BC CHK'D BY: BC

DATE: 12/11/19 REV.: 4/16/20

SCALE: AS SHOWN PROJ. #: C1913

FILE: C1913.dwg

SHEET NUMBER:

C8

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MATCHLINE "A"

MATCHLINE "A"

MATCHLINE "B"

MATCHLINE "B"

South Carolina

811

CALL 811 - BEFORE YOU DIG

AT LEAST 3 DAYS (72 HOURS) BEFORE DIGGING,
CALL 811
or CALL TOLL-FREE:
1-888-721-7877
or SUBMIT A LOCATE REQUEST ONLINE AT www.sc811.com

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EXISTING

NEW

PROPERTY LINE

TREES

BUILDING

ASPH. PAVMT.

CONC.

D.I.

W

SS

OHE

MH

CO

WATER VALVE

WATER METER

POWER POLE

FENCE

SPOT ELEVATION

CONTOUR LINE

SILT FENCE

FLOW ARROWS

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GRADING, DRAINAGE & EROSION CONTROL PLAN

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SIDEWALK PROGRAM, GILBERT STREET

PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)

CITY OF GEORGETOWN, SC

GRADING, DRAINAGE & EROSION CONTROL PLAN

REV

DESCRIPTION

BY

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ISSUE FOR CONSTRUCTION

BC

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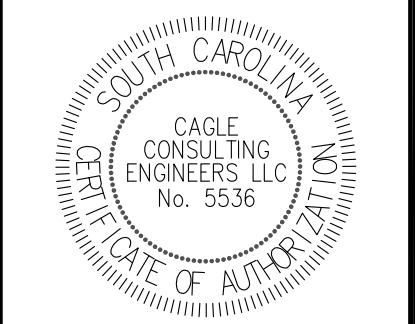
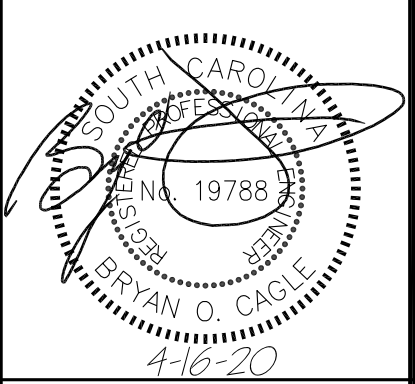
SHEET NUMBER:

C9

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PLANNING & DESIGN

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EXISTING

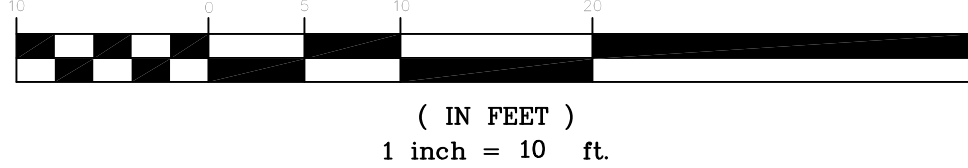
NEW

EXISTING	NEW
PROPERTY LINE	PROPERTY LINE
TREES	TREES
BUILDING	BUILDING
ASPH. PAVT.	ASPHALT PAVEMENT
CONC.	CONCRETE PAVT./SIDEWALK
D.I.	CURB AND GUTTER (C&G)
W	DRAIN INLET
SS	STORM DRAIN
OHE	WATER LINE
MH	SANITARY SEWER
CO	OVERHEAD ELECTRICAL
SD	MANHOLE
W	CLEANOUT
SS	FIRE HYDRANT
OHE	WATER VALVE
MH	WATER METER
CO	POWER POLE
SD	FENCE
W	SPOT ELEVATION
SS	CONTOUR LINE
OHE	SILT FENCE
MH	FLOW ARROWS
CO	

GRADING NOTES

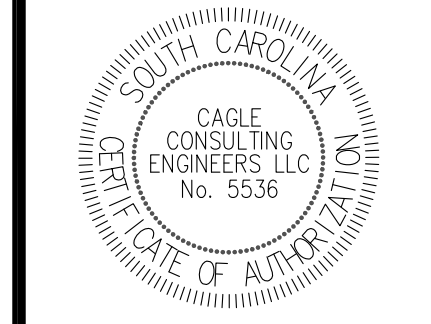
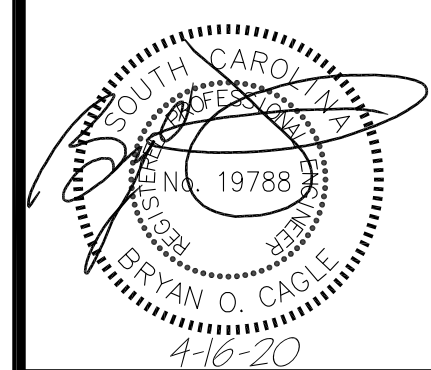
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GRAPHIC SCALE



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SIDEWALK PROGRAM, GILBERT STREET

PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)

CITY OF GEORGETOWN, SC

GRADING, DRAINAGE & EROSION CONTROL PLAN

REV	DESCRIPTION	BY
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DRAWN BY: BC

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DATE: 12/11/19

REV.: 4/16/20

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SHEET NUMBER:

C10



GRAPHIC SCALE

10 0 5 10 20 40

(IN FEET)

1 inch = 10 ft.

EXISTING		NEW
	PROPERTY LINE	
	TREES	
	BUILDING	
	ASPHALT PAVEMENT	
	CONCRETE PMVT./SIDEWALK	
	CURB AND GUTTER (C&G)	
	DRAIN INLET	
	STORM DRAIN	
	WATER LINE	
	SANITARY SEWER	
	OVERHEAD ELECTRICAL	
	MANHOLE	
	CLEANOUT	
	FIRE HYDRANT	
	WATER VALVE	
	WATER METER	
	POWER POLE	
	FENCE	
	SPOT ELEVATION	
	CONTOUR LINE	
	SALT FENCE	
	FLOW ARROWS	

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C11

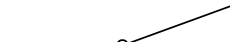
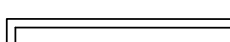
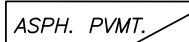
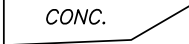
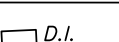
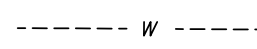
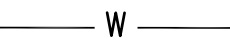
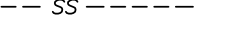
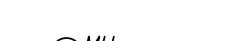
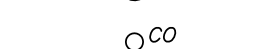
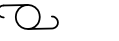
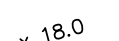
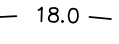
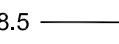
STATE OF SOUTH CAROLINA
BRYAN O. CAGLE
LICENSE NO. 19788
4-16-20

Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488 : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project)



(IN FEET)

1 inch = 10 ft.

LEGEND		
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	BUILDING	
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11. MATCH EXISTING GRADE ELEVATIONS WHERE NEW SIDEWALK ABUTS EXISTING ASPHALT OR CONCRETE PAVEMENT AND DRIVEWAYS.
12. DISTURBED AREA = 0.24 AC.
13. ALL EXISTING WATER METER VALVE BOXES, SEWER CLEANOUTS OR OTHER UTILITY STRUCTURES SHALL BE ADJUSTED TO MATCH NEW SIDEWALK FINISHED GRADE ELEVATION. NEW COVER(S) SHALL BE INSTALLED TO REPLACE BROKEN COVER(S). COORDINATE WITH THE CITY OF GEORGETOWN UTILITIES DEPARTMENT.

C12

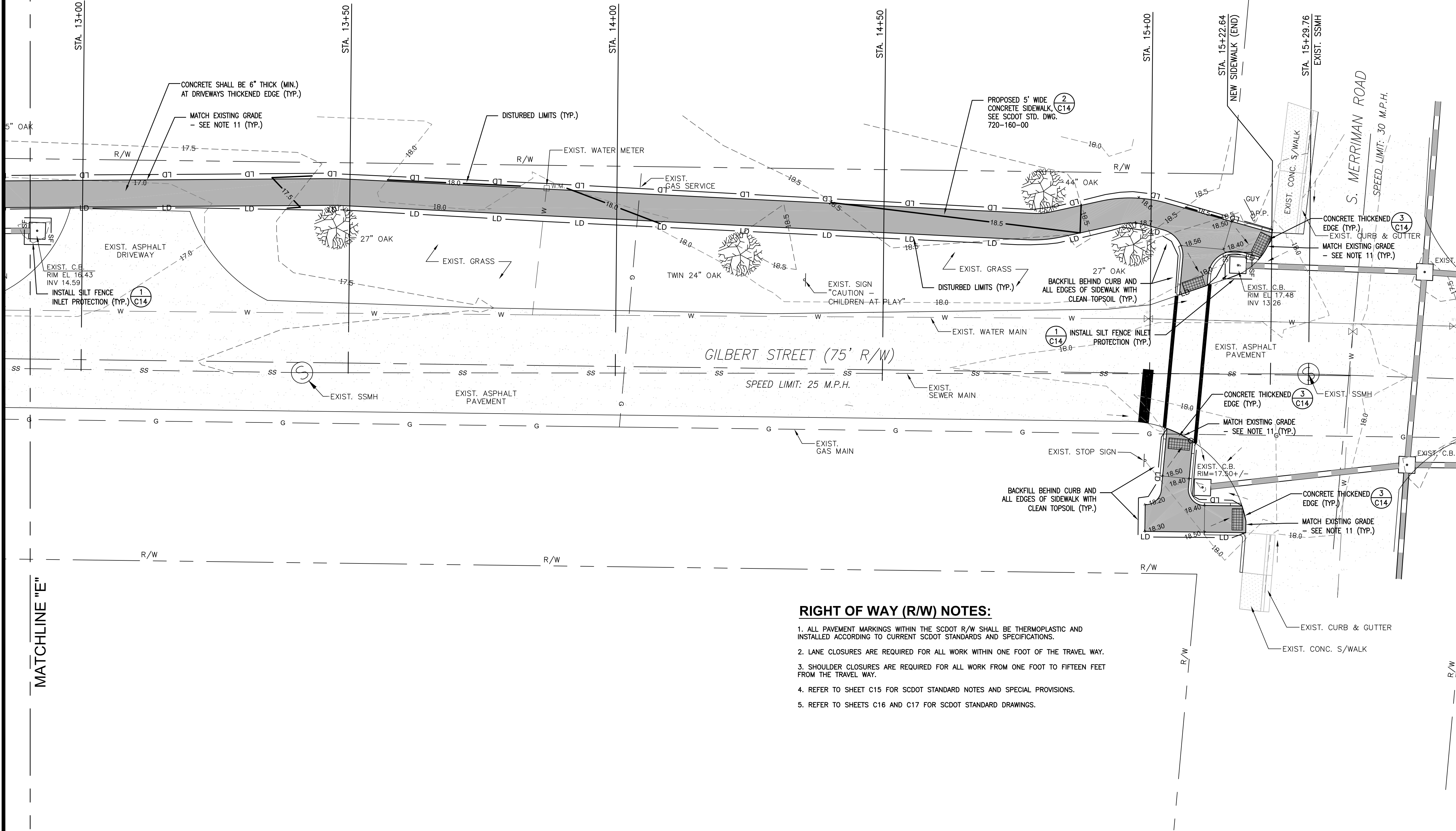
Seal of the South Carolina Department of Transportation, Highway Division. The seal is circular with a dotted border. Inside the border, the text "SOUTH CAROLINA" is at the top, "HIGHWAY DIVISION" is at the bottom, and "BRYAN O. CAGLE" is at the very bottom. In the center, it says "REG. No. 19788". A handwritten signature is scrawled across the seal, and the date "4-16-20" is handwritten below it.

**SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC**

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MATCHLINE "E"

MATCHLINE "E"



RIGHT OF WAY (R/W) NOTES:

1. ALL PAVEMENT MARKINGS WITHIN THE SCDOT R/W SHALL BE THERMOPLASTIC AND INSTALLED ACCORDING TO CURRENT SCDOT STANDARDS AND SPECIFICATIONS.
2. LANE CLOSURES ARE REQUIRED FOR ALL WORK WITHIN ONE FOOT OF THE TRAVEL WAY.
3. SHOULDER CLOSURES ARE REQUIRED FOR ALL WORK FROM ONE FOOT TO FIFTEEN FEET FROM THE TRAVEL WAY.
4. REFER TO SHEET C15 FOR SCDOT STANDARD NOTES AND SPECIAL PROVISIONS.
5. REFER TO SHEETS C16 AND C17 FOR SCDOT STANDARD DRAWINGS.

South Carolina 811
CALL 811 - BEFORE YOU DIG

AT LEAST 3 DAYS (72 HOURS) BEFORE DIGGING,
CALL 811
or CALL TOLL-FREE:
1-888-721-7877
or SUBMIT A LOCATE REQUEST ONLINE AT www.sc811.com

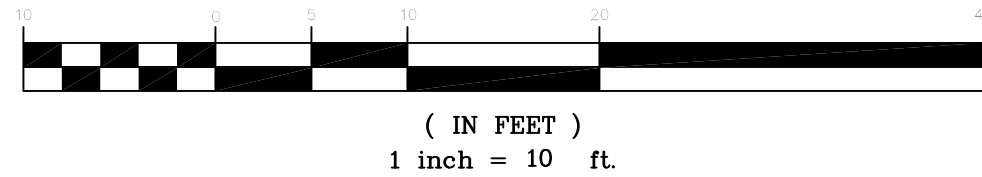
THE UTILITIES SHOWN ON THESE DRAWINGS ARE SHOWN FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES, UNDERGROUND OR OVERHEAD, NOT SHOWN ON THESE PLANS. CAGLE CONSULTING ENGINEERS, LLC ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE HORIZONTAL AND VERTICAL LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF THE WORK PRIOR TO STARTING ANY EXCAVATION ACTIVITIES. ALL DAMAGE TO EXISTING UTILITIES AND LOST WORK PRODUCTION CAUSED BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

LEGEND	
EXISTING	NEW
	PROPERTY LINE
	TREES
	BUILDING
	ASPHALT PAVEMENT
	CONCRETE PAVT./SIDEWALK
	CURB AND GUTTER (C&G)
	DRAIN INLET
	STORM DRAIN
	WATER LINE
	SANITARY SEWER
	OVERHEAD ELECTRICAL
	MANHOLE
	CLEANOUT
	FIRE HYDRANT
	WATER VALVE
	WATER METER
	POWER POLE
	FENCE
	SPOT ELEVATION
	CONTOUR LINE
	SILT FENCE
	FLOW ARROWS

GRADING NOTES

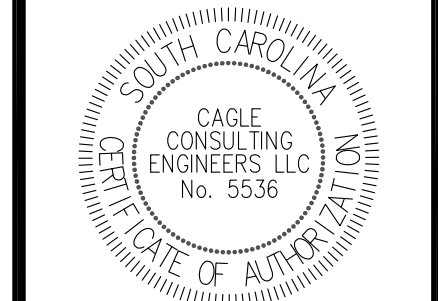
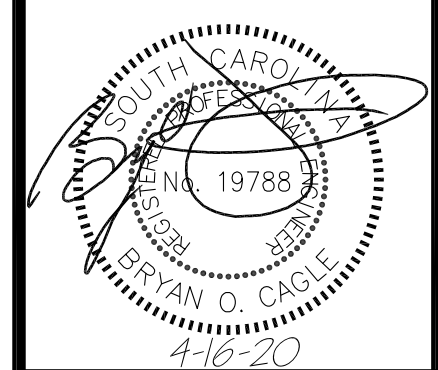
1. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES BY CALLING "SOUTH CAROLINA 811" AT 811 OR 1-888-721-7877 AT LEAST THREE (3) DAYS PRIOR TO CONSTRUCTION.
2. THE CONTRACTOR SHALL NOTIFY THE ENGINEER FOR A REVIEW SHOULD ANY DISCREPANCIES BE DISCOVERED AT THE SITE OR ON THE DRAWINGS.
3. EARTHWORK SHALL BE TO THE GRADES AND LINES SHOWN. COMPACTION TESTS SHALL BE ACCOMPLISHED IN THE FIELD TO TEST ALL AREAS. COMPACTION TESTS WILL BE CONDUCTED AT THE CONTRACTOR'S EXPENSE. RETESTING WILL BE CONDUCTED, IF REQUIRED, DUE TO POOR COMPACTION.
4. ALL SOFT SPOTS SHALL BE STABILIZED BY FURTHER COMPACTIVE EFFORT OR UNDERCUT AND BACKFILLED WITH COMPACTED STRUCTURAL FILL MATERIAL.
5. ALL NEW ELEVATIONS SHOWN ARE FINISH ELEVATIONS. THE GRADING CONTRACTOR SHALL DEDUCT THE APPROPRIATE AMOUNT FOR THE SUBGRADE.
6. CONTRACTOR SHALL REMOVE TOPSOIL AS NECESSARY TO PROVIDE ADEQUATE SUBGRADE.
7. TWELVE INCHES (12") OF SUBGRADE SHALL BE COMPACTED TO AT LEAST 95% OF MAXIMUM DRY DENSITY AS DETERMINED BY THE STANDARD PROCTOR (ASTM D-698).
8. ALL EROSION CONTROL MEASURES SHOWN AND STATED ON THIS PLAN ARE TO BE IMPLEMENTED THROUGH FINAL INSPECTION.
9. STANDING GRASS MUST BE EVIDENT IN SEEDED DISTURBED AREAS BEFORE FINAL APPROVAL. 70% STABILIZATION IS REQUIRED IN ANY 2' x 2' SQUARE AREA PER SCDHEC.
10. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER FOR COMPACTION TESTS AND SUPPLY THE RESULTS BEFORE ANY PRELIMINARY AND/OR FINAL APPROVALS.
11. MATCH EXISTING GRADE ELEVATIONS WHERE NEW SIDEWALK ABUTS EXISTING ASPHALT OR CONCRETE PAVEMENT AND DRIVEWAYS.
12. DISTURBED AREA = 0.24 AC.
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14. CONTRACTOR SHALL BE RESPONSIBLE TO HAUL ALL EXCESS EXCAVATED MATERIAL AND/OR DEBRIS OFF-SITE TO AN APPROVED LANDFILL.

GRAPHIC SCALE



GRADING, DRAINAGE & EROSION CONTROL PLAN

CAGLE CONSULTING ENGINEERS, LLC
PLANNING & DESIGN
2554 W. Palmetto St., Suite F2, Florence, South Carolina 29501
Ph. (843) 495-7452
cagleengr@gmail.com



SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC

GRADING, DRAINAGE & EROSION CONTROL PLAN

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	BC

DRAWN BY: BC CHK'D BY: BC
DATE: 12/11/19 REV.: 4/16/20
SCALE: AS SHOWN PROJ.#: C1913
FILE: C1913.dwg
SHEET NUMBER:
C13

Attachment: SIDEWALK PROGRAM-GILBERT ST PROJ NO 1219 IFC 4-16-20 (3488) : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project

1. ENSURE THAT THE DISTURBED DRAINAGE AREA IS NO GREATER THAN 1/4 ACRE PER 100 FEET OF SILT FENCE.
2. THE DESIGN LIFE OF A SYNTHETIC SILT FENCE SHOULD BE 6 MONTHS. INSPECT SILT FENCES AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. CLEAN SILT WHEN DEPOSITS REACH ONE-THIRD (33%) THE HEIGHT OF THE FENCE.
3. THE CONTRACTOR IS RESPONSIBLE TO REMOVE THE STEEL POSTS AND SILT FENCE FABRIC ONCE THE DISTURBED AREA IS AT LEAST 70% STABILIZED WITH GRASS.

STANDARD DETAIL
TRENCH WITH NATIVE BACKFILL

ALTERNATE DETAIL
TRENCH WITH GRAVEL

<u>SLOPE</u>	<u>SLOPE LENGTH (FT.)</u>
< 2%	100
2 TO 5%	75
5 TO 10%	50
10 TO 20 %	25
> 20%	15

CROSS-SECTIONAL VIEW

SIDE VIEW

PLAN VIEW

SECTION

1. CONCRETE SIDEWALKS SHALL CONTINUE THROUGH EXISTING DRIVEWAYS. SAWCUT A STRAIGHT, VERTICAL, CLEAN EDGE AND REMOVE EXISTING ASPHALT.
2. THE CONTRACTOR SHALL MINIMIZE THE NUMBER OF DRIVEWAY ENTRANCES INTERRUPTED TO THE LENGTH OF SIDEWALK TO BE POURED IN A SINGLE POUR.
3. INSTALL 1/2" PREMOLED EX. JOINT WHERE NEW CONCRETE SIDEWALK ABUTS EXISTING ASPHALT PAVEMENTS, EXISTING CONCRETE AND/OR OTHER STRUCTURES. ALLOW SPACE OUTSIDE THE WIDTH OF SIDEWALK FOR 1/2" PREMOLED EX. JOINT MATERIAL WHEN SAWCUTTING EXISTING ASPHALT.

3
C14

THICKENED CONCRETE AT DRIVEWAYS

1. SLOPE AS REQUIRED TO MAINTAIN STABILITY OF TRENCH SIDE WALL OR PROVIDE SHEETING TO INSURE SAFETY OF PERSONNEL AND PROTECT ADJACENT STRUCTURES.
2. FOR TRENCHES REQUIRING SHEETING, SHORING, STAY BRACING, TRENCH JACKS, OR TRENCH BOX, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SUPPORTS
3. IF THE MAXIMUM TRENCH WIDTH MUST BE EXCEEDED OR IF THE PIPE IS INSTALLED IN A COMPACTED EMBANKMENT, THEN PIPE EMBEDMENT SHOULD BE COMPACTED TO A POINT AT LEAST $2-1/2 \times$ PIPE DIAMETER FROM THE PIPE ON BOTH SIDES OF THE PIPE TO THE TRENCH WALLS, WHICHEVER IS LESS.
4. BEDDING IS REQUIRED TO BRING TRENCH BOTTOM UP TO GRADE AND PROVIDE UNIFORM AND ADEQUATE LONGITUDINAL SUPPORT UNDER THE PIPE. A MINIMUM COMPACTED DEPTH OF 6 INCHES OF SELECT EMBEDMENT MATERIAL IS REQUIRED.
5. USE SELECT BACK FILL IN TRENCH. PLACE IN 6" COMPACTED LAYERS. CONTRACTOR TO ENSURE 95% AASHTO DENSITY UNDER ROADWAYS, 90% OTHERWISE.

4
C14



CROSSWALK PAVEMENT MARKING

SCALE: N.T.S.

ADDITIONAL CONCRETE NOTES:

1. THE CONTRACTOR SHALL BE RESPONSIBLE TO PROTECT THE CONCRETE AND THE FINISH UNTIL THE CONCRETE HAS SUFFICIENTLY CURED TO WITHSTAND TRAFFIC. THE CONTRACTOR SHALL USE A COMBINATION OF BARRICADES, CONSTRUCTION BARRELS, CONES, FLAGGING, ETC. AS NECESSARY TO KEEP ANY PEDESTRIAN AND VEHICLE TRAFFIC OFF THE NEWLY POURED CONCRETE.
2. THE CONTRACTOR SHALL BE RESPONSIBLE TO REPAIR AND/OR REPLACE SECTIONS OF CONCRETE THAT ARE DAMAGED OR IMPRINTED BY PEDESTRIAN OR VEHICLE TRAFFIC.
3. THE CONTRACTOR SHALL BE RESPONSIBLE TO CLEAN ALL DIRT, DEBRIS OR SOIL STAINS OFF OF THE CONCRETE AT THE END OF THE PROJECT AND BEFORE DEMOBILIZING.
4. THE CONTRACTOR SHALL REMOVE ALL EXCESS DIRT SPOILS, DEBRIS OR DEMOLITION MATERIALS FROM THE SITE AND HAUL OFF-SITE TO AN APPROVED LANDFILL.

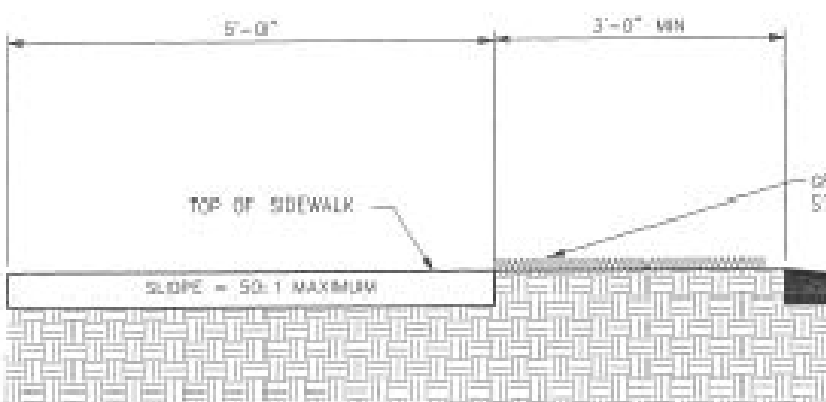
**SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC**

SITE DETAILS

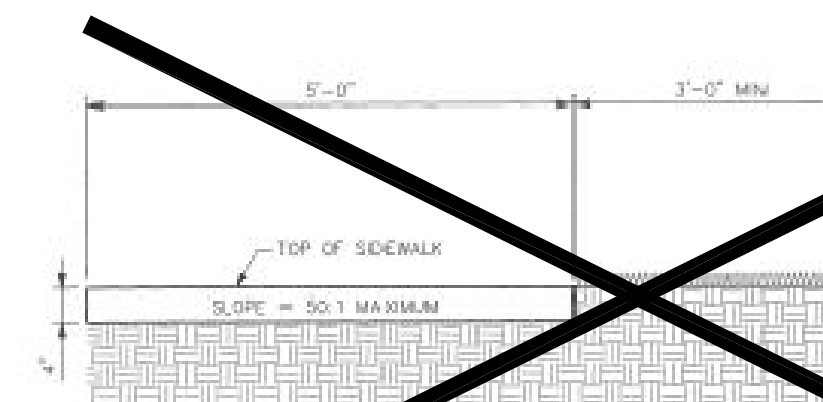
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DATE:	12/11/19	REV.: 4/16/20
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FILE:C1913.dwg		
SHEET NUMBER:		

C14

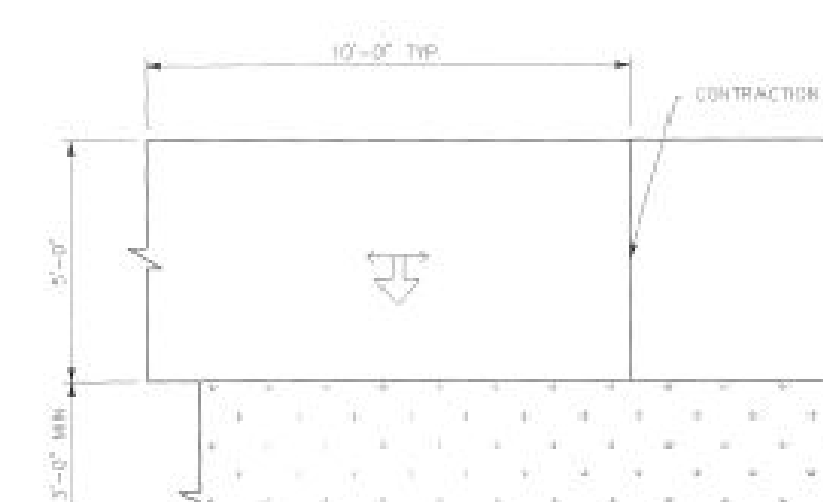
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STANDARD DRAWING SIDEWALK WITH GRASS STRIP ADJACENT TO OCCE OR VALLEY GUTTER																																																																		
720-16D-00																																																																		
OFFICIAL LISTING DATE: JANUARY 2018																																																																		



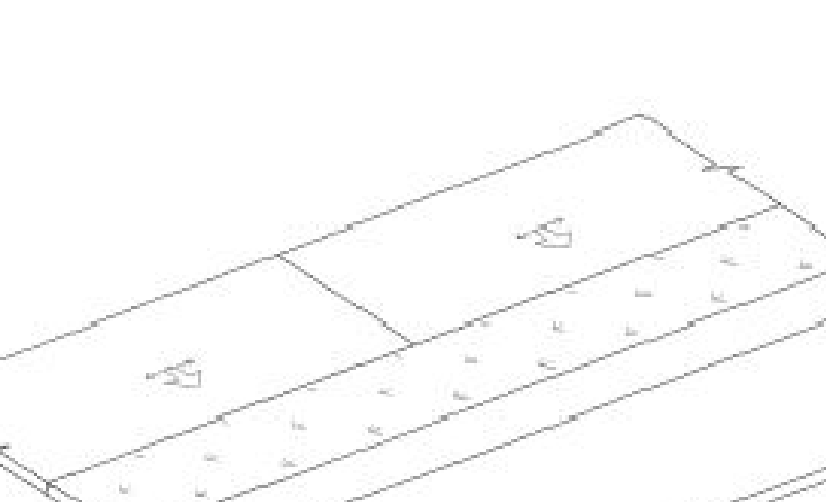
DETAIL 1
SCALE: 1/2" = 1'-0"
SIDE ELEVATION



DETAIL 2
SCALE: 1/2" = 1'-0"
SIDE ELEVATION



DETAIL 3
SCALE: 1/4" = 1'-0"
PLAN VIEW



DETAIL 4
ISOMETRIC VIEW

NOTES:

- SEE DRAWING 720-105-01 FOR STANDARD CURB AND GUTTER DETAILS.
- SEE DRAWING 720-301-03 FOR SYMBOLS AND CONSTRUCTION TOLERANCE.
- PLACE TRANSVERSE EXPANSION JOINTS 50' DEPTH ACROSS THE ENTIRE SIDEWALK WIDTH (4) WHEN NEAR TURNS IN THE SIDEWALK, AND IN LONG CONTINUOUS RUNS OF SIDEWALK AS DIRECTED IN THE STANDARD SPECIFICATIONS.
- PLACE EXPANSION JOINTS BETWEEN THE SIDEWALK EDGE AND ANY ADJACENT STRUCTURE (RETAINING WALLS, BUILDINGS, ETC.).
- PLACE CONTRACTION JOINTS AT REGULAR INTERVALS BETWEEN EXPANSION JOINTS NOT TO EXCEED STANDARD SPECIFICATION SPACING.
- MEASURE SIDEWALK IN SQUARE YARDS BY THE ACTUAL PLACED AREA OF CONCRETE UP TO THE ADJACENT PAY ITEM LIMITS (CURBS, PEDESTRIAN RAMPS, DRIVEWAYS, ETC.).

REFERENCES

3. NATIONAL SPECIFICATIONS
 AASHTO M30, M55, M170, M198, M221, M225, M295, M302, M310, M36, T104, ASTM A708

SCODT DOCUMENTS
 SCODT SUPPLEMENTAL TECHNICAL SPECIFICATIONS
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RELATED DRAWINGS & KEYWORDS
 714-105-00
 714-105-01
 714-110-00
 714-205-02
 714-990-00

THIS DRAWING IS ONLY VALID FOR CONSTRUCTION WHEN SEALED AND SIGNED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF SOUTH CAROLINA. CHECK WWW.SCSDOT.ORG FOR LATEST UPDATE.

James W. Kandell
 SIGNATURE
 9-26-12
 DATE

6	1/2/2012	DSO	SCODT LETTER	1
5	1/2/2012	JWH	GENERAL REVISIONS	2
4	1/2/2012	JWH	GENERAL REVISIONS	3
3	1/2/2012	HJC	COMPLETE TABLE	4
2	1/2/2012	HJC	GENERAL REVISIONS	5
1	1/2/2012	DSO	NEW DESCRIPTION	6

DATE CHK APPR'D

TABLE 714-205A: REINFORCED CONCRETE PIPE FILL HEIGHT TABLE

PIPE DIAMETER (IN)	HYDRAULIC AREA (SQ FT)	MANHATTAN'S ROUGHNESS COEFFICIENT	ESTIMATED TRENCH WIDTH (IN)	CASE 1: MAXIMUM COVER HIGHWAY VEHICLE LOADING, [FT]		CASE 2: MINIMUM COVER HIGHWAY VEHICLE LOADING, [FT]		CASE 3: MINIMUM COVER CONSTRUCTION VEHICLE [FT] (AASHTO 27.5-4.4)		CASE 4: UNIVERSAL DRIVEWAY MINIMUM COVER [FT] (AASHTO 27.5-4.4)		CASE 5: MAXIMUM COVER WITH INVERT AT 2 X D.O. BELOW GROUNDLINE, [FT]				
				CLASS I	CLASS II	CLASS I	CLASS II	CLASS I	CLASS II	CLASS I	CLASS II	CLASS I	CLASS II			
12	0.78	0.015	42	16	20	1.75	1.00+	1.00+	3	3	1.75	1.00	0.50	---	20	30
15	1.22	0.015	45	16	20	2.00	1.00+	1.00+	3	3	1.50	1.00	0	15	21	30
18	1.78	0.012	48	16	20	2.50	1.00+	1.00+	3	3	1.50	0.75	0	15	21	30
24	3.14	0.012	60	16	20	3.00	1.00+	1.00+	3	3	1.50	0	0	15	21	30
30	4.80	0.012	70	16	20	3.00	1.00+	1.00+	3	3	1.00	0	0	15	21	30
36	7.08	0.012	81	16	20	3.00+	1.00+	1.00+	3	3	0	0	0	---	12	18
42	9.82	0.012	91	16	20	3.00	1.00+	1.00+	3	3	0	0	0	---	12	18
48	11.58	0.012	102	16	20	3.00	1.00+	1.00+	3	3	0	0	0	---	12	18
54	13.50	0.012	112	16	20	3.00	1.00+	1.00+	3	3	0	0	0	---	10	17
60	15.63	0.012	123	15	25	3.00	1.00+	1.00+	3	3	0	0	0	---	10	16
66	20.78	0.012	133	15	25	3.00	1.00+	1.00+	3	3	0	0	0	---	12	16
72	26.27	0.012	144	15	25	3.00	1.00+	1.00+	3	3	0	0	0	---	12	16
78	32.18	0.012	154	15	25	---	1.00+	1.00+	---	3	3	0	0	---	12	16
84	38.48	0.012	165	15	24	---	1.00+	1.00+	---	3	3	---	0	---	12	17
90	44.17	0.012	175	15	---	---	1.00+	---	---	3	---	---	0	---	12	---
96	50.74	0.012	186	14	---	---	1.00+	---	---	3	---	---	0			

NOTE: THESE SCDOT STANDARD DRAWINGS ARE PROVIDED FOR INFORMATION AND REFERENCE "ONLY". THE CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN AND USE THE LATEST SCDOT STANDARD DRAWINGS AVAILABLE FROM SCDOT AT <https://www.scdot.org/business/standard-drawings>



**SIDEWALK PROGRAM, GILBERT STREET
PROJECT NO. 1219 (S. Merriman St. to Alex Alford Dr.)
CITY OF GEORGETOWN, SC**

SCDOT STANDARD
DRAWINGS

REV	DESCRIPTION	BY
0	ISSUE FOR CONSTRUCTION	B
DRAWN BY:	BC	CHK'D BY: BC
DATE:	12/11/19	REV.: 4/16/20
SCALE:AS SHOWN	PROJ.#:	C1913
FILE:C1913.dwg		
SHEET NUMBER:		

SHEET NUMBER:

C17

MAYOR
CAROL JAYROE

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
CLARENCE SMALL
MAYOR PRO TEMPORE

JONATHAN ANGNER
JIM CLEMENTS
AL JOSEPH
HOBSON H. MILTON
JIMMY MORRIS

Executive Office
(843) 545-4001

January 10, 2022

Mr. Tom Marchant, Chair
County Transportation Committee
Georgetown County
C/O Ray C. Funnye, Director
Georgetown County Department of Public Services
PO Drawer 421270
Browns Ferry Road
Georgetown, SC 29442

Re: Construction of sidewalk on Gilbert Street (S-168): \$124,608
City of Georgetown

Dear Mr. Funnye,

The City of Georgetown is requesting financial assistance from the Georgetown County Transportation Committee (CTC) for the Gilbert Street (S-168) sidewalk construction project. Gilbert Street is a SCDOT maintained road in the City of Georgetown. SCDOT issued permit #233701 in April 2020 but the permit can be renewed.

Due to the Covid-19 pandemic, the City cancelled this project in mid-2020 and was unable to include funding in the current fiscal year (FY 2022). The estimated cost for this project is \$124,608. This is a shovel ready project since the engineering and design plans were completed in April 2020.

If approved, we believe this would be the first financial assistance the City of Georgetown would receive from the CTC under the C Fund Program. Therefore, we appreciate the CTC's consideration and approval of this funding request at its February 3, 2022, meeting.

Please contact City Engineer Orlando Arteaga at 843-545-4501 or oarteaga@georgetownsc.gov if you have any questions.

Sincerely,

Digitally signed by Sandra E. Yudice, Ph.D.
DN: cn=Sandra E. Yudice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2022.01.10 15:05:11 -05'00'

Sandra E. Yúdice, Ph.D.
City Administrator

Drawer 939
Georgetown, SC 29442

Attachment: 2022.01.10 CTC Gilbert St. Sidewalk (3488 : Submission of CTC application requesting funding for Gilbert Street Sidewalk Project)



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

ORDINANCE

DOC ID: 3485

Council Meeting Date:	20 January 2022
Department:	Electric
Issue Under Consideration:	Motion to Approve Ordinance Granting Easement to HTC on Kaminski House Property
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	None
Points to Consider:	HTC is still in the process of upgrading the system that they recently purchased from Southern Coastal Cable. They have done significant work in the Front Street area in preparation to remove facilities that are currently mounted under the Harborwalk. They are also making provisions to add new customers where possible. As part of this process, they have requested an easement to install conduit containing fiber terminating in a pedestal to be located adjacent to the gift shop entrance on the Kaminski House grounds. HTC has discussed this with Robin Gabriel and she is supportive, as it will give her options for alternate services. An ordinance authorizing the City Administrator to execute HTC's proposed easement is submitted for approval.
Options:	Approve or disapprove
Staff Recommendations:	Staff recommends approval

Reviews:

Alan Loveless Completed 01/07/2022 11:18 AM
 City Attorney Completed 01/11/2022 10:57 AM
 Sandra E. Yudice Ph.D. Completed 01/11/2022 11:01 AM
 Stephanie Buccione Completed 01/12/2022 10:04 AM
 Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 HTC Kaminski House Easement and Ordinance for Council (PDF)

**MOTION TO APPROVE ORDINANCE GRANTING EASEMENT TO HTC ON KAMINSKI
HOUSE PROPERTY**

AN ORDINANCE TO APPROVE EASEMENT OVER PUBLIC PROPERTY

WHEREAS, Horry Telephone Cooperative, Inc. ("HTC") requested approval of a basic easement which would allow them to install and maintain UG equipment on the property of the Kaminski House; and

WHEREAS, The equipment would consist of an UG conduit containing fiber and a pedestal adjacent to the gift shop entrance; and

WHEREAS, All of the work is part of the Telephone Company's process of upgrading the system that they recently acquired from Southern Coastal Cable; and

WHEREAS, Section 2-41(4) of the Georgetown City Code of Ordinances requires City Council to "Grant, renew or extend franchises, licenses or rights in public streets or public property, and close abandoned streets" by Ordinance.

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City Administrator is hereby authorized to execute the proposed Kaminski House Easement requested by Horry Telephone Cooperative, Inc. and to record it. The draft Easement and its exhibit are incorporated herein.

PASSED by City Council duly assembled this _____ day of _____, 2022.

ATTEST:

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

APPROVED AS TO FORM:

First Reading:
Second Reading:

Elise F. Crosby
City Attorney

STATE OF SOUTH CAROLINA
COUNTY OF GEORGETOWN



Project No. _____

**HORRY TELEPHONE COOPERATIVE, INC.
RIGHT OF WAY EASEMENT- INDIVIDUAL GRANTOR
CORPORATION, PARTNERSHIP, or LIMITED LIABILITY COMPANY**

Exchange: GT:G

Location: 1-138-16-10

KNOW ALL MEN by these presents that: City of Georgetown (hereinafter the "Grantor") the owner(s) of the lands hereinafter described, for good, valuable consideration, the receipt of which is hereby acknowledged, does hereby grant unto **Horry Telephone Cooperative, Inc.**, its successors and assigns (hereinafter "Grantee"), at PO Box 1820, Conway, South Carolina, 29528-1820, non-exclusive right-of-way easement 10' feet wide over the lands of the Grantor. Situated in Georgetown County, South Carolina, TMS #05-0026-266-00-00, and more particularly described as follows: SEE ATTACHED EXHIBIT

Being a tract or development known as: Kaminski House

And bounded as follows:

North by: Front Street

East by: 05-0026-268-00-00

South by: Sampit River

West by: 05-0026-265-00-00

Grantor's derivation:

Deed Book N/A Page N/A

Office of the County Register of Deeds

The Grantor hereby grants and conveys to Grantee, its successors and assigns and any wholly-owned subsidiary of the Grantee, the perpetual right, privilege and authority to enter upon, place, construct, operate, repair, maintain and replace thereon a telecommunications system or systems, lines and equipment, above and/or below ground and to license or otherwise permit the joint use occupancy of such systems, lines and equipment with any other person, firm or corporation for telecommunications purposes, including but not limited to voice, data and video transmission; together with the right to cut and trim trees and shrubbery to extent necessary to keep them clear of said telecommunication lines and facilities.

The Grantor agrees that all lines and other facilities installed by the Grantee on the above-described land shall remain the property of the Grantee, removable at its option.

TO HAVE AND TO HOLD all and singular the rights, privileges and easement aforesaid unto Horry Telephone Cooperative, Inc., its successors and assigns forever. And the Grantor agrees to warrant and forever defend the above granted rights against itself, its successors and assigns and against any other persons lawfully claiming or to claim the same or any part thereof.

IN WITNESS WHEREOF, Grantor has duly executed this agreement the _____ of _____, 2022.

1st Witness (Can't be Notary)

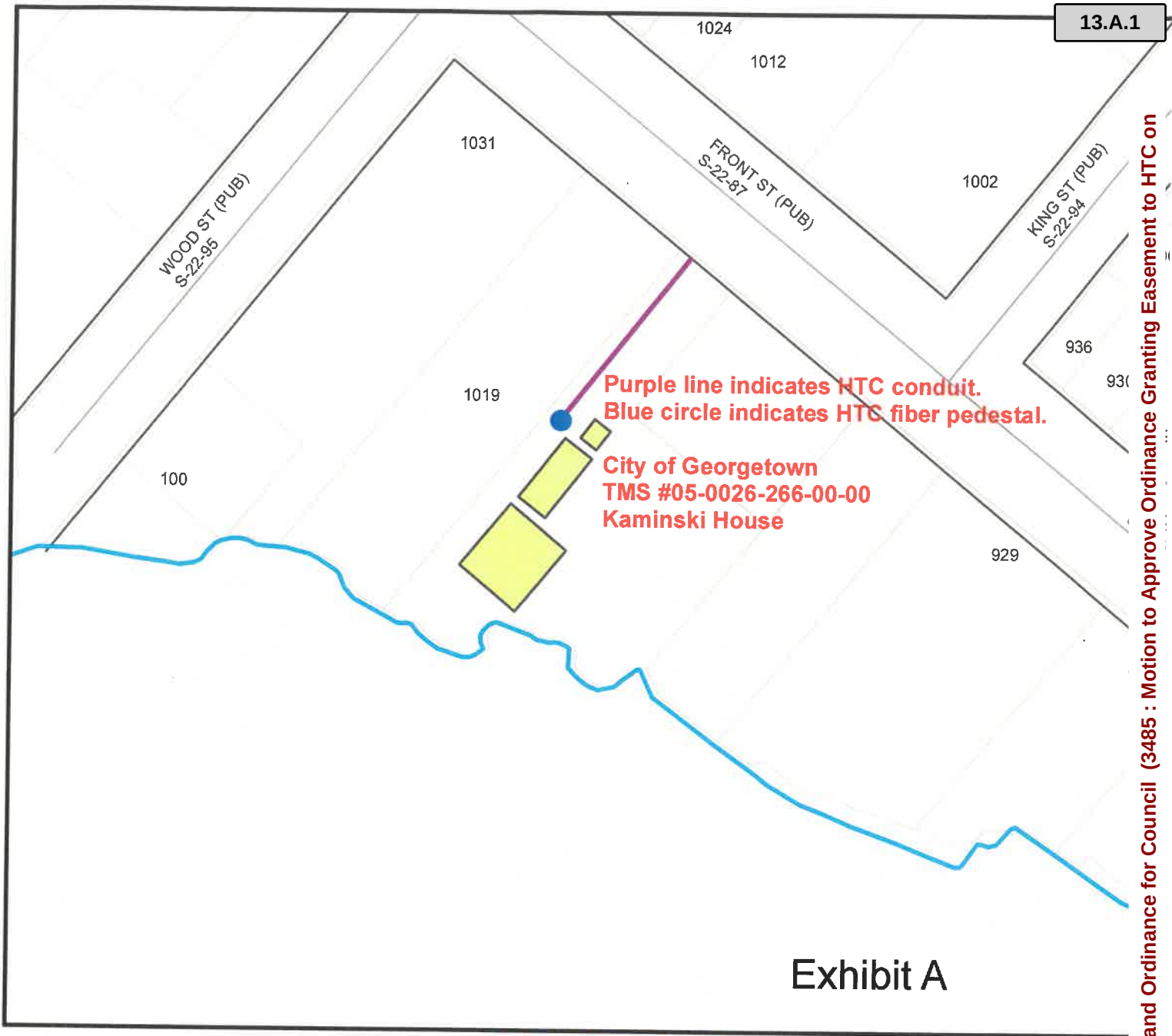
City of Georgetown
NAME OF GRANTOR

2nd Witness (or Notary)

BY: _____ (L.S.)
SIGNATURE OF AUTHORIZED REPRESENTATIVE

Its: _____
Title

STATE OF SOUTH CAROLINA)
COUNTY OF GEORGETOWN)



Purple line indicates HTC conduit.
Blue circle indicates HTC fiber pedestal.

City of Georgetown
TMS #05-0026-266-00-00
Kaminski House

Exhibit A

0 25 50 100 150 200 Feet



City of Georgetown
TMS #05-0026-266

Attachment: HTC Kaminski House Easement and Ordinance for Council (3485 : Motion to Approve Ordinance Granting Easement to HTC on



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

ACTION ITEM

DOC ID: 3491

Council Meeting Date:	20 January 2022
Department:	Administration
Issue Under Consideration:	Motion to approve an ordinance amending Chapter 2, Article II, Division 2, Sections 2-19, 2-18, 2-30 and 2-31 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:	
Financial Impact:	N/A
Points to Consider:	
Options:	Approve or Not approve
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 01/10/2022 6:09 PM
 City Attorney Completed 01/11/2022 10:56 AM
 Sandra E. Yudice Ph.D. Completed 01/11/2022 11:00 AM
 Stephanie Buccione Completed 01/12/2022 9:48 AM
 Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 AMENDING CHAPTER 2, ARTICLE II, DIVISION 2, SECTIONS 2-19, 2-18, 2-30 AND 2-31
Clean Version (PDF)
2. 2 AMENDING CHAPTER 2, ARTICLE II, DIVISION 2, SECTIONS 2-19, 2-18, 2-30 AND 2-31
(PDF)

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE II, DIVISION 2, SECTIONS 2-19, 2-18, 2-30 AND 2-31 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 Council of the City of Georgetown ("City Council") recognizes the importance of conducting city business in a productive and efficient manner during its meetings; and

WHEREAS, City Council recognizes the importance of receiving input from citizens wishing to offer public comments during its meetings; and

WHEREAS, City Council is mindful of its duty to protect freedom of speech during regular City Council meetings; and

WHEREAS, City Council wishes to receive public comments on items on the current agenda as well as items pertaining to City of Georgetown matters not on the current agenda separately to ensure clear understanding of the matters being discussed; and

WHEREAS, City Council recognizes the importance of council members to have ample time to prepare for City Council meetings.

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that Sections 2-19, 2-28, 2-30 and 2-31 of Chapter 2, Article II, Division 2, of the City of Georgetown Code of Ordinances be amended as follows. For Section 2-28, the numbers and letters of subsections not included are retained unamended.

Sec. 2-19. Disruptive conduct.

It is expected that all persons attending a meeting of city council in person in Council Chambers will conduct themselves with courtesy for other individuals. In the event a person displays disruptive behavior, the mayor or presiding officer shall warn the person to refrain from such behavior. If the person continues to behave in a disruptive manner, the mayor may order the person removed from the meeting by law enforcement, for the orderly conduct of the City's business. Disruptive behavior includes, but is not limited to:

- (1) Ignoring the time limits established for speaking.
- (2) Shouting, using profanity, or making threats
- (3) Engaging in personal verbal attacks upon other citizens, city employees, or officials, such that the identity of the individual being attacked is expressed or implied.
- (4) Speaking or making outbursts without being recognized by the presiding officer.
- (5) Speaking to personnel matters in violation of Sec. 2-30.

(Ord. of 9-18-03(2))

Sec. 2-28. Quorum and rules of order.

...(b) *Order.*

- (1) *Debate.* Debate is the discussion on the merits of a pending question to determine if the issue should be adopted or not. Debate shall be managed by the mayor in an impartial manner. The term "mayor" used in this section is inclusive of the mayor pro tempore or other elected presiding officer while serving as presiding officer in a meeting. Council members can participate in the debate only when recognized by the Mayor. Debate can be interrupted (i.e. a member may interrupt another member who has the floor), only to make a motion to adjourn, , or to raise a point of order. The Mayor shall recognize each member indicating a desire to speak on the motion, with the moving member being entitled to speak first. Members who have not spoken on the issue shall be recognized ahead of those

who have previously spoken. After each member has had an opportunity to be heard once on the motion and once on reply, the Mayor may close debate. As to matters not set forth on an agenda for action, such as for discussion, the Mayor may extend debate at his or her discretion, subject to a motion to limit or extend debate under Subsection (b)(3) of this Section.

- b. *Subsidiary motions.* The six subsidiary motions help deliberative bodies reach a decision on other pending motions. Subsidiary motions are always applied to another pending motion. Three subsidiary motions — motion to amend, motion to limit/extend debate and motion to call for the question — can be applied to other subsidiary motions. All subsidiary motions are out of order when another person has the floor. ...
3. *Motion to limit/extend debate.* The motion to limit debate and the motion to extend debate regard length of debate minimizing or expanding. The details of such motions are to be provided by the member making the motion. Either motion can be applied to any motion that is debatable. Debate is not allowed on either motion, nor can either be reconsidered. The motions can be amended as to the length of the time limitation.

Sec. 2-30. Appearance of citizens.

Any citizen shall be entitled to an appearance before the city council at any regular meeting, without being on the agenda, concerning any municipal matter with the exception of individual personnel matters, unless the citizen is offering a commendation. Persons desiring to speak during the public comment sections of the agenda must notify the municipal clerk prior to the beginning of the meeting and shall be limited to five (5) minutes of time. The total public comment time shall not exceed thirty (30) minutes at any one regular council meeting. In the event the thirty (30) minutes expire, any citizen not having an opportunity to speak, will be recognized at the next regular council meeting. Citizens may not bring signs into council chambers with the exception of boards used during presentations. Citizens who are non-residents of the City shall identify themselves as such when signing in and shall be permitted to speak at the discretion of the presiding officer.

(Ord. of 9-18-03(2); Ord. of 6-19-08(1))

Sec. 2-31. Agenda, order of business and regular meetings.

(a) *Matters for the agenda.*

- (1) Any citizen, council member, or department head may request that an item be placed on the city council agenda.
- (2) In the case of citizen or department head requests, the city administrator and mayor shall have the final authority to make the determination whether to place the requested item on the agenda and who will present the item. For department head and council member requests, the department head or mayor and administrator's designee shall present the item.
- (3) *Time for presentation.* Any citizen designated by the administrator and mayor to present an item to council shall be limited in time to five (5) minutes.
- (4) Nothing herein is intended to abridge the right of the citizens to address council in public comment under section 2-30 of this article.

- (b) *Preparation of the agenda.* Matters to be considered by the city council at a regular meeting shall be placed on a written agenda containing the date, time and place of the meeting. The agenda shall be distributed to city council by 5 PM the Friday before regular council meetings. The agenda shall be published no later than twenty-four (24) hours prior to the meeting on a bulletin board in a publicly accessible place and on the City of Georgetown website.

- (c) *Items not on the agenda.* After the meeting begins, an action item for non-final action may only be added by a vote to amend the agenda by two-thirds of members present and voting. An action item for final action may only be added by a vote to amend the agenda by two-thirds of members present and voting and upon the following express finding: "an emergency or exigent circumstance does or will exist if the [ACTION OR NAME OF ITEM] is not added to the current meeting agenda for the body's consideration and desired action before the conclusion of this meeting." (d) Order of proceedings. The order of business at regular meetings of the council shall be as follows:
- (1) Invocation if desired by council;
 - (2) Pledge of Allegiance;
 - (3) Public comments by citizens on current agenda items (*Persons wishing to make an appearance regarding a current agenda item will need to sign-in on-site between 5:00 – 5:25 PM the evening of the meeting*);
 - (4) Proclamations;
 - (5) Agenda items;
 - (6) Approval of minutes;
 - (7) Executive session if needed, and potential action item, if needed;
 - (8) Public comments by citizens on city services, business, or other city matters not on the agenda. (*Persons wishing to make an appearance pertaining to City of Georgetown matters not on the current agenda will need to sign-in on-site between 5:00 – 5:25 PM the evening of the meeting*).
 - (9) Adjournment.

(Ord. of 9-18-03(2); Ord. of 11-18-04; Ord. of 7-23-15)

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE II, DIVISION 2, SECTIONS 2-19, 2-18, 2-30 AND 2-31 OF THE
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- (1) Ignoring the time limits established for speaking.
- (2) Shouting, using profanity, or making threats ~~Ignoring rules established regarding filming/video and audio taping of the meeting.~~
- (3) Engaging in personal verbal attacks upon other citizens, city employees, or officials, such that the identity of the individual being attacked is expressed or implied.
- (4) Speaking or making outbursts without being recognized by the presiding officer.
- (5) Speaking to personnel matters in violation of Sec. 2-30.

(Ord. of 9-18-03(2))

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...(b) *Order.*

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The Mayor shall recognize each member indicating a desire to speak on the motion, with the moving member being entitled to speak first. Members who have not spoken on the issue shall be recognized ahead of those who have previously spoken. After each member has had an opportunity to be heard once on the motion and once on reply, the Mayor may close debate. As to matters not set forth on an agenda for action, such as for discussion, the Mayor may extend debate at his or her discretion, subject to a motion to limit or extend debate under Subsection (b)(3) of this Section.

- b. *Subsidiary motions.* The six subsidiary motions help deliberative bodies reach a decision on other pending motions. Subsidiary motions are always applied to another pending motion. Three subsidiary motions — motion to amend, motion to limit/extend debate and motion to call for the question — can be applied to other subsidiary motions. All subsidiary motions are out of order when another person has the floor. ...
3. *Motion to limit/extend debate.* The motion to limit debate and the motion to extend debate regard length of debate minimizing or expanding. The details of such motions are to be provided by the member making the motion. Either motion can be applied to any motion that is debatable. Debate is not allowed on either motion, nor can either be reconsidered. The motions can be amended as to the length of the time limitation.

Sec. 2-30. Appearance of citizens.

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Sec. 2-31. Agenda, order of business and regular meetings.

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 - (2) In the case of citizen or department head requests, the city administrator and mayor shall have the final authority to make the determination whether to place the requested item on the agenda and who will present the item. For department head and council member requests, the department head or mayor and administrator's designee shall present the item.
 - (3) *Time for presentation.* Any citizen designated by the administrator and mayor to present an item to council shall be limited in time to five (5) minutes.
 - (4) Nothing herein is intended to abridge the right of the citizens to address council in public comment under section 2-30 of this article.
- (b) *Preparation of the agenda.* Matters to be considered by the city council at a regular meeting shall be placed on a written agenda containing the date, time and place of the meeting. The agenda shall be distributed to city council by 5 PM the Friday before regular council meetings. The agenda shall be ~~posted~~ published no

later than twenty-four (24) hours prior to the meeting on a bulletin board in a publicly accessible place and on the City of Georgetown website.

- (c) *Items not on the agenda.* After the meeting begins, an action item for non-final action may only be added by a vote to amend the agenda by two-thirds of members present and voting. An action item for final action may only be added by a vote to amend the agenda by two-thirds of members present and voting and upon the following express finding: "an emergency or exigent circumstance does or will exist if the [ACTION OR NAME OF ITEM] is not added to the current meeting agenda for the body's consideration and desired action before the conclusion of this meeting."
- (d) Order of proceedings. The order of business at regular meetings of the council shall be as follows:
 - (1) Invocation if desired by council;
 - (2) Pledge of Allegiance;
 - (3) Public comments by citizens on current agenda items (Persons wishing to make an appearance regarding a current agenda item will need to sign-in on-site between 5:00 – 5:25 PM the evening of the meeting);
 - (4) Proclamations;
 - (5) Agenda items;
 - (6) Approval of minutes;
 - (7) Executive session if needed, and potential action item, if needed;
 - (8) Public comments by citizens on city services, business, or other city matters not on the agenda. (Persons wishing to make an appearance pertaining to City of Georgetown matters not on the current agenda will need to sign-in on-site between 5:00 – 5:25 PM the evening of the meeting).
 - (89) Adjournment.

(Ord. of 9-18-03(2); Ord. of 11-18-04; Ord. of 7-23-15)



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

ACTION ITEM

DOC ID: 3486

Council Meeting Date:	20 January 2022
Department:	Administration
Issue Under Consideration:	Motion to ratify the execution of a Professional Services Agreement with SAFEbuilt Carolinas, LLC by the City Administrator on August 23, 2021.
Amount Requested:	The final amount will depend on the actual worked hours assisting the Planning and Community Development (PCD) Department. The estimated cost is between \$25,000 - \$26,000.
Is Item in Current Budget?	Yes, in the PCD Department.
If no, please explain:	
Financial Impact:	
Points to Consider:	• SAFEbuilt has been assisting the City with Code Enforcement matters since August 2021. • Executed two additional amendments: #1 to extend the period to May 22, 2022 #2 to include additional Building Official and Floodplain Management services • With the extension and addition of services, it is anticipated that this contract may exceed the \$25,000 threshold, which allows the City Administrator to commit financial resources without Council's approval on behalf of the City to continue providing services. • Estimated service cost: \$25,000-\$26,000 • Total invoiced thus far: \$6,610 • This is a temporary measure while we conduct the hiring process to fill vacant positions.
Options:	Approve or not approve.
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 01/07/2022 3:17 PM
Sandra E. Yudice Ph.D. Completed 01/07/2022 3:21 PM
Stephanie Buccione Completed 01/12/2022 10:04 AM
Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 Georgetown SC (City) Amendment One (Term) Dec2021 - executed (PDF)
2. 2 Georgetown SC (City) Amendment Two (Floodplain) - Jan2022 - executed (PDF)

Updated: 1/7/2022 3:20 PM by Sandra E. Yudice Ph.D. (Page 1)

**AMENDMENT ONE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF GEORGETOWN SOUTH CAROLINA
AND SAFEbuilt CAROLINAS, LLC**

This Amendment is entered into to amend the Professional Services Agreement previously entered into on August 23, 2021, by and between City of Georgetown, South Carolina, (Municipality) and SAFEbuilt Carolinas, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the "Parties".

Amendment Effective Date: This Amendment shall be effective on the latest date fully executed by both Parties.

RECITALS AND REPRESENTATIONS

Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on August 23, 2021 for a three (3) month period ending November 22, 2021; and

Parties hereto now desire to amend the Agreement as set forth herein; and

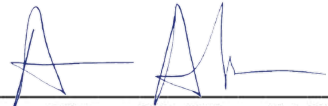
NOW, THEREFORE

Agreement is hereby amended as set forth below:

1. The term of Agreement shall be extended for an additional six (6) month period of November 23, 2021 through May 22, 2022. Agreement shall automatically renew for subsequent one (1) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

All other provisions of the original Agreement shall remain in effect, to the extent not modified by Amendment.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.



Avner Alkhas, Chief Financial Officer
SAFEbuilt Carolinas, LLC

December 14, 2021
Date



Sandra E. Yudice, PH.D., City Administrator
City of Georgetown, South Carolina

Digitally signed by Sandra E. Yudice, Ph.D.
DN: cn=Sandra E. Yudice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2021.12.14 11:42:18 -05'00'

December 14, 2021
Date

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF GEORGETOWN, SOUTH CAROLINA
AND SAFEbuilt CAROLINAS, LLC**

This Professional Services Agreement ("Agreement") is made and entered into by and between City of Georgetown, South Carolina, ("Municipality") and SAFEbuilt Carolinas, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

RECITALS

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services and Fee Schedule, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

1. SCOPE OF SERVICES

Consultant will perform Services in accordance with codes, amendments and ordinances adopted by the elected body of Municipality. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Unless otherwise provided in Exhibit B, Consultant shall provide the Services using hardware and Consultant's standard software package. In the event that Municipality requires that Consultant utilize hardware or software specified by or provided by Municipality, Municipality shall provide the information specified in Exhibit B. Consultant shall use reasonable commercial efforts to comply with the requirements of Exhibit B and Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with the requirements of Exhibit B.

2. CHANGES TO SCOPE OF SERVICES

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

3. FEE STRUCTURE

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit A – List of Services and Fee Schedule.

4. INVOICE & PAYMENT STRUCTURE

Consultant will invoice Municipality as SAFEbuilt, LLC, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

5. TERM

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be three (3) months. Agreement shall not automatically renew except by written agreement of both parties.

6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon thirty (30) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

All structures that have been permitted, a fee collected, and not yet expired at the time of termination may be completed through final inspection by Consultant if approved by Municipality. Consultant's obligation is met upon completion of final inspection or permit expiration, provided that the time period to reach such completion and finalization does not exceed ninety (90) days. Alternately, Municipality may exercise the option to negotiate a refund for permits where a fee has been collected but inspections have not been completed. The refund will be prorated according to percent of completed construction as determined by Consultant and mutually agreed upon by all Parties. No refund will be given for completed work.

7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant shall be required to obtain a City of Georgetown business license prior to work commencing. Contact Jestin Gilliard, Revenues Manager, jgiilliard@georgetownsc.gov or 843.545.4041, for business license information.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

11. ASSIGNMENT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any

incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. EXCEPT TO THE EXTENT ARISING FROM MUNICIPALITY'S PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

14. INSURANCE

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with the greater of either the minimum statutory limits or minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.

Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality. Municipality shall be named as an additional insured on Consultant's insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the Agreement. Further, it shall be an affirmative obligation upon the proposer to advise the City's Risk Management Department within two (2) days of the cancellation of any insurance policy herein at one of the following options below:

- ✓ Email - cmcdaniel@georgetownsc.gov
- ✓ Fax - 843.527.6173
- ✓ Mailing address - PO Box 939, Georgetown, SC 29442 or
- ✓ Physical address - 1134 N. Fraser Street, Georgetown, SC, 29440.

Failure to add the City as an additional insured as provided herein shall be construed to be a breach of the agreement

15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and of all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. As between Municipality and Consultant, all work product and deliverables shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products; (iii) monitoring Service performance and making improvements to the Services. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

Upon reasonable prior written notice, Municipality and its duly authorized representatives shall have access to any books, documents, papers and records of Consultant that are related to this Agreement for the purposes of audit or examination, other than Consultant's financial records, and may make excerpts and transcriptions of the same at the cost and expense of Municipality.

17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 25% of the employee's annual salary including bonus.

23. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first class United States Mail, or delivered by electronic mail to the following addresses:

If to Municipality:	If to Consultant:
Christopher Inglese, Director of Planning and Community Development City of Georgetown PO Drawer 939 or 1134 N. Fraser Street Georgetown, South Carolina 29440 Email: cinglese@georgetownsc.gov Cc: Debra Grant: dgrant@georgetownsc.gov Sandra Yúdice, Ph.D.: syudice@georgetownsc.gov	Joe DeRosa, CRO SAFEbuilt, LLC 3755 Precision Drive, Suite 140 Loveland, CO 80538 Email: jderosa@safebuilt.com

24. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

25. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

26. ATTORNEY'S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

27. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

28. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

29. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of South Carolina, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

30. COUNTERPARTS

This Agreement and any amendments may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

31. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

32. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

33. ENTIRE AGREEMENT

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.



Avner Alkhas, Chief Financial Officer
SAFEbuilt Carolinas, LLC

08/23/2021

Date



Digitally signed by Sandra E. Yúdice, Ph.D.
DN: cn=Sandra E. Yúdice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2021.08.23 11:52:04 -04'00'

Sandra E. Yúdice, Ph.D., City Administrator
City of Georgetown, South Carolina

8/23/2021

Date

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EXHIBIT A – LIST OF SERVICES AND FEE SCHEDULE

1. LIST OF SERVICES

Building, Electrical, Plumbing, Mechanical Inspection Services

- ✓ Consultant utilizes an educational, informative approach to improve the customer's experience.
- ✓ Perform code compliant inspections to determine that construction complies with approved plans
- ✓ Meet or exceed agreed upon performance metrics regarding inspections
- ✓ Provide onsite inspection consultations to citizens and contractors while performing inspections
- ✓ Return calls and emails from permit holders in reference to code and inspection concerns
- ✓ Identify and document any areas of non-compliance
- ✓ Leave a copy of the inspection ticket and discuss inspection results with site personnel

Remote Plan Review Services

- ✓ Provide plan review services electronically or in the traditional paper format
- ✓ Review plans for compliance with adopted building codes, local amendments or ordinances
- ✓ Be a resource to applicants on submittal requirements and be available throughout the process
- ✓ Provide feedback to keep plan review process on schedule
- ✓ Communicate plan review findings and recommendations in writing
- ✓ Return a set of finalized plans and all supporting documentation
- ✓ Provide review of plan revisions and remain available to applicant after the review is complete

Remote Plan Conveyance

- ✓ Electronic plan submittals will be reviewed and returned electronically
- ✓ Paper plans will be submitted via Consultant's preferred carrier
- ✓ Applicant will submit number of hardcopies required by Municipality
- ✓ Consultant will return plans and supporting documents

Reporting Services

- ✓ Consultant will work with Municipality to develop a mutually agreeable reporting schedule and format

2. MUNICIPAL OBLIGATIONS

- ✓ Municipality will issue permits and collect all fees
- ✓ Municipality will provide Consultant with a list of requested inspections and supporting documents
- ✓ Municipality will intake plans and related documents for pick up by Consultant or submit electronically

3. TIME OF PERFORMANCE

- ✓ Consultant will perform Services during normal business hours excluding Municipal holidays
- ✓ Services will be performed on an as-requested basis
- ✓ Consultant representative(s) will be available by cell phone and email

Deliverables			
INSPECTION SERVICES	Perform inspections received from the Municipality prior to 4:00 pm next business day		
PRE-SUBMITTAL MEETINGS	Provide pre-submittal meetings to applicants by appointment		
PLAN REVIEW TURNAROUND TIMES	Provide comments within the following timeframes: Day 1 = first full business day after receipt of plans and all supporting documents		
	<u>Project Type:</u>	<u>First Comments</u>	<u>Second Comments</u>
	✓ Single-family within	5 business days	5 business days or less
	✓ Multi-family within	10 business days	5 business days or less
	✓ Small commercial within (under \$2M in valuation)	10 business days	5 business days or less
	✓ Large commercial within	20 business days	10 business days or less

4. FEE SCHEDULE

- ✓ Beginning January 01, 2023 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Service Fee Schedule:	
Inspection Services	
• Building, Mechanical, Plumbing, Electrical	\$85.00 per hour – two (2) hour minimum
Plan Review Services	\$95.00 per hour – one (1) hour minimum
Structural Engineering Plan Review	
• Performed when agreed upon by all parties	\$150.00 per hour – one (1) hour minimum
After Hours/Emergency Inspection Services	\$125.00 per hour – two (2) hour minimum
Non-Permitted Activity (by request only)	\$75.00 per hour – one (1) hour minimum
Time tracked will start when Consultant checks in at Municipality or first inspection site.	

EXHIBIT B – MUNICIPAL SPECIFIED OR SAFEUILT PROVIDED SOFTWARE

1. Consultant shall provide Services pursuant to this Agreement using hardware and Consultant's standard software package, unless otherwise provided below. Use of Consultant's software shall be subject to the applicable terms of service, privacy and other policies published by Consultant with respect to that software, as those policies may be amended from time to time. In the event that Municipality requires that Consultant utilize hardware and/or software specified by and provided by Municipality, Consultant shall use reasonable commercial efforts to comply with Municipal requirements.
2. Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with Municipal requirements. Municipality will provide the following information to Consultant.
 - ✓ Municipal technology point of contact information including name, title, email and phone number
 - ✓ List of technology services, devices and software that the Municipality will provide may include:
 - Client network access
 - Internet access
 - Proprietary or commercial software and access
 - Computer workstations/laptops
 - Mobile devices
 - Printers/printing services
 - Data access
 - List of reports and outputs

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AMENDMENT TWO PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF GEORGETOWN SOUTH CAROLINA AND SAFEbuilt CAROLINAS, LLC

This Amendment is entered into to amend the Professional Services Agreement previously entered into on August 23, 2021, by and between City of Georgetown, South Carolina, (Municipality) and SAFEbuilt Carolinas, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the "Parties".

Amendment Effective Date: This Amendment shall be effective on the latest date fully executed by both Parties.

RECITALS AND REPRESENTATIONS

Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on August 23, 2021 for a three (3) month period ending November 22, 2021; and

On December 14, 2021, Parties instituted Amendment One to the Agreement to extend the term of the Agreement for an additional six (6) month period of November 23, 2021 through May 22, 2022, subsequently automatically renews for one (1) month terms until terminated by either Party ; and

Parties hereto now desire to amend the Agreement as set forth herein; and

NOW, THEREFORE

Agreement is hereby amended as set forth below:

- A. Agreement, Exhibit A - List of Services and Fee Schedule is hereby amended by adding Building Official and Floodplain Manager Services and associated fee.

Building Official Services

- ✓ Be a resource for Consultant team members, Municipal staff, and applicants
- ✓ Help guide citizens through the complexities of the codes in order to obtain compliance
- ✓ Monitor changes to the codes including state or local requirements and determine how they may impact projects in the area and make recommendations regarding local amendments
- ✓ Provide Building Code interpretations for final approval
- ✓ Oversee our quality assurance program and will make sure that we are meeting our agreed upon performance measurements and your expectations
- ✓ Provide training for our inspectors on Municipality adopted codes and local amendments as needed
- ✓ Oversee certificate of occupancy issuance to prevent issuance without compliance of all departments
- ✓ Attend staff and council meetings as mutually agreed upon
- ✓ Responsible for reporting for Municipality – frequency and content to be mutually agreed upon
- ✓ Responsible for client and applicant satisfaction
- ✓ Issue stop-work notices for non-conforming activities related to provided services – as needed

Floodplain Manager Services

- ✓ Review building permits valued over \$10,000 to determine if located within a regulated flood zone
- ✓ All new structures, building alterations and additions within a regulated flood zone shall comply with Municipal Flood Ordinance, including two (2) foot freeboard requirement and flood opening installation
- ✓ Review elevation certificates for new construction projects to make sure certificates are complete and correctly filled out by the surveyor(s)
- ✓ Each new or substantially renovated structure requires three (3) elevation certificated during construction
 - Before, during and at final (Final Construction Elevation Certificate)
- ✓ Facilitate and assist with the floodplain oversight program as established by Municipality
- ✓ Provide flood information to citizens inquiring about their property on a daily basis
 - Inquiries include questions concerning flood zone and flood insurance; received via phone calls, emails, letter and walk-in

- ✓ Assist Municipality with Municipal CRS audit and provide assistance on improving Municipal CRS rating
- ✓ Assist in the preparation of annual re-certification statements for continuing program compliance
- ✓ Assist the Municipality on all required flood plain documentation and elevation certificates before issuance of certificate of occupancy
- ✓ Assess current practices to help ensure Municipality is credited with eligible CRS program elements and maintain or improve current classification rating
- ✓ Provide assistance with the establishment of a Program for Public Information (PPI) to increase public awareness and earn higher CRS program ratings to reduce flood insurance premiums

B. Agreement, Exhibit A, 4. Fee Schedule shall be replaced with and read in its entirety as follows:

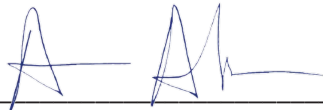
4. FEE SCHEDULE

- ✓ Beginning January 01, 2022 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Service Fee Schedule:	
Inspection Services	
• Building, Mechanical, Plumbing, Electrical	\$85.00 per hour – two (2) hour minimum
Plan Review Services	\$95.00 per hour – one (1) hour minimum
Structural Engineering Plan Review	
• Performed when agreed upon by all parties	\$150.00 per hour – one (1) hour minimum
After Hours/Emergency Inspection Services	\$125.00 per hour – two (2) hour minimum
Non-Permitted Activity (by request only)	\$75.00 per hour – one (1) hour minimum
Building Official / Floodplain Manager Services	\$95.00 per hour – one (1) hour minimum
Time tracked will start when Consultant checks in at Municipality or first inspection site.	

All other provisions of the original Agreement shall remain in effect, to the extent not modified by Amendment.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.



Avner Alkhas, Chief Financial Officer
SAFEbuilt Carolinas, LLC

January 05, 2022

Date



Digitally signed by Sandra E. Yudice, Ph.D.
DN: cn=Sandra E. Yudice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2021.12.30 13:41:51 -05'00'

Sandra E. Yudice, PH.D., City Administrator
City of Georgetown, South Carolina

12/30/2021

Date



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

ACTION ITEM

DOC ID: 3472

Council Meeting Date:	20 January 2022
Department:	Administration
Issue Under Consideration:	Motion to Approve First 2022 Semi-Annual Payment to SCMIRF in the amount not to exceed \$402,448.00 for Property, Liability and Auto Insurance and Two Quarterly payments to SCMIT in the amount not to exceed \$202,290.00 (two quarterly payments) for Workers Compensation Insurance.
Amount Requested:	SCMIRF \$402,448.00 (1 st Semi-Annual Payment) SCMIT \$202,290.00 (two quarterly payments)
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$402,448.00 & \$202,290.00 for total requested amount of \$604,738.00
Points to Consider:	These purchase orders are for the payments of the City's SCMIRF (property, auto & general liability) and SCMIT (workers' compensation) insurance premiums for the 1 st half of the 2022 calendar year.
Options:	1. Approve payment request 2. Do not approve payment request
Staff Recommendation:	Approve payment request so that the City's insurance can be renewed.

Reviews:

Gladys Rutledge-Livingston Completed 12/30/2021 9:10 AM

John Barfield Completed 01/06/2022 3:13 PM

Sandra E. Yudice Ph.D. Completed 01/06/2022 3:33 PM

Stephanie Buccione Completed 01/12/2022 10:03 AM

Georgetown City Council Pending 01/20/2022 5:30 PM

Attachments:

1. 1 2022 1st Semi-Annual SCMIRF-SCMIT Invoice (PDF)

INVOICE

RECEIVED

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

DEC 08 2021

CITY HALL
ADMINISTRATION

Invoice # 883666
Due Date: 1/1/2022
Customer # GEORGE2210
Invoice Date: 12/1/2021
Partic. ID SCMIRF

Bill to:

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



Customer - Due on the 1st

Invoice Description: SCMIRF 1st 2022 SemiAnnual

External Ref. Number	Transactional Description	Total
	SCMIRF 1st 2022 SemiAnnual	\$402,448.00
Total Amount Due		\$402,448.00

1st Semi-Annual Billings are due on January 1, 2022. To avoid late penalties, payments must be received by January 20, 2022.
Members utilizing automatic bank draft will have their accounts drafted on January 20, 2022. Please make checks payable to

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

Invoice # 883666 Partic. ID SCMIRF
Invoice Date: 12/1/2021 Customer # GEORGE2210
Due Date: 1/1/2022 City of Georgetown

Invoice Description: SCMIRF 1st 2022 SemiAnnual

Total Amount Due \$402,448.00

Total Amount Remitted:

Remit to:

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

Attachment: 2022 1st Semi-Annual SCMIRF-SCMIT Invoice (3472 : Motion to Approve SCMIRF/SCMIT Invoices for 1st Half of 2022)

INVOICE

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

RECEIVED
DEC 08 2021
CITY HALL
ADMINISTRATION

Invoice # 883543
Due Date: 1/1/2022
Customer # GEORGE2210
Invoice Date: 12/1/2021
Partic. ID SCMIT

Bill to:

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



Customer - Due on the 1st

Invoice Description: SCMIT 1st Qtr 2022 Billing

External Ref. Number	Transactional Description	Total
	SCMIT 1st Qtr 2022 Billing	\$101,145.00
Total Amount Due		\$101,145.00

Ist Quarter Billings are due on January 1, 2022. To avoid late penalties, payments must be received by January 20, 2022. If you are a member utilizing automatic bank draft, your account will be drated on January 20, 2022. Please make payments to SCMIT.

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

Invoice # 883543
Invoice Date: 12/1/2021
Due Date: 1/1/2022

Partic. ID SCMIT
Customer # GEORGE2210
City of Georgetown

Invoice Description: SCMIT 1st Qtr 2022 Billing

Total Amount Due \$101,145.00

Total Amount Remitted:

Remit to:

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

Attachment: 2022 1st Semi-Annual SCMIRF-SCMIT Invoice (3472 : Motion to Approve SCMIRF/SCMIT Invoices for 1st Half of 2022)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3484)**

Meeting: 01/20/22 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 3484

December 2021 Electric Utility Department Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Electric Utility Department
Alan J. Loveless PE, Director
Office: (843) 545-4600
Fax: (843) 527-7591

January 7, 2022

Following is a brief summary of major activities in the Electric Utility Department for December 2021:

Peak shaving was successful this month. Both units were running when Santee Cooper hit their system peak for November. A total of about 14 hours of run time was needed to ensure capturing the peak this month.

A meeting was held with Santee Cooper to discuss our power supply agreement in light of the fact that the current agreement will expire in 2 years (November 2023). They have a very firm idea of what their power costs are going to be for the next five years. Beyond that, there is more speculation involved and therefore, more risks. I expected Santee Cooper to make the City an offer to extend the contract, but they have not at this time. They will probably provide two options, one for 5 years and one for 10 years, though the 10 year proposal will likely have some unknowns involved. When the proposals are received, we will have our engineering consultant evaluate them and make a recommendation. If we do not accept the offer, we will have to solicit power supply proposals from the market (other regional power suppliers).

There has been no known activity regarding the Green Infrastructure Center study of the tree infrastructure in the region. However, the City is currently pursuing the possibility of grant funding to assist with things like tree inventory, health/safety assessment of trees, etc.

There has been no known progress on the one solar installation that we have had pending. One additional application has been received and approved.

I continue to be contacted by a company that is interested in a solar installation of approximately 5 MW in or immediately adjacent to Georgetown city limits. This installation would require approximately 10 acres of land and it is unlikely that such a site could be found inside the City. There is land behind our substation in Maryville that the company is investigating. They are aware of our contractual situation with Santee Cooper and know that Santee Cooper would have to be involved in such an arrangement. This is in early stages of feasibility study and they have initiated dialogue with both Santee Cooper and property owners behind the Maryville Substation.

Eaton has provided me with an update of the situation with our defective water nodes. Like much of the country, they are experiencing labor issues and supply chain issues and have had delays in getting production of the new nodes started. We are a high priority in their production schedule, and as soon as they can get started we should see new nodes, and a contractor to deploy them, in relatively short order. There has been no new progress on this.

Drawer 939
Georgetown, SC 29442

Attachment: december2021 (3484 : December 2021 Electric Utility Department Report)

The Electric Department has historically used the SCAMPS-coordinated training program (conducted by Dominion Energy staff at their training facility in Columbia) to train our line technicians. This was an 8-week program conducted over 4 years. Dominion has informed us that they will no longer conduct training for outside entities effective immediately. We are now exploring possibilities for a new training program. The most attractive program, at this point, is conducted by ElectriCities of North Carolina. They have a very thorough program and have expressed interest in offering it to SCAMPS members, possibly even setting up a training facility somewhere in South Carolina if there is enough participation. Other options are still being explored, but it is likely that our upcoming budget proposal will include a request to join ElectriCities as an associate member so that we can take advantage of their training program. A meeting was held with ElectriCities to discuss this and they will be providing us with a contract proposal in the near future.

Considerable time has been spent in December preparing for my retirement at the end of the year. Tying up loose ends, organizing my office in preparation for my successor, etc. are tasks that one doesn't really prepare to do until it is time to do them, and then they can seem a little overwhelming. During discussions with Dr. Yudice, I have agreed to be available on a part-time consultation basis through the transition period as my successors are named.

The December safety meeting was held on the 17th and was a year-end review of our safety topics..

Other statistics of interest for December:

• Cut-on – regular	113
• Cut-off – regular	79
• Cut-off – non-pay	102
• Non-pay restores	106
• Re-read orders	2280
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	86
• Total orders worked	2685

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3481)**

Meeting: 01/20/22 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 3481

Engineering Monthly Report_December 2021



**City of Georgetown
Engineering Monthly Report
December 2021**

Engineering - Orlando Arteaga, P.E.

Date: January 5, 2022

CAPITAL IMPROVEMENT PROJECTS (CIP) STATUS UPDATE

PLANNING

WATER

1. West End District Water Main Upgrades

- CDBG grant application submitted on 4/16/2021
- CDBG grant approved on 6/23/2021 for the amount of \$453,292
- Design and construction scheduled for FY 21-22
- Held project kickoff meeting with DOC and WRCOG on 10/1/21.
- Field surveying performed week of 10/18/21.
- Wetland delineation documentation completed on 10/28/21.
- Environmental assessment ongoing.
- Rowe Professional Services has been awarded the drafting and engineering support contract for this project. Not-to-exceed fee: \$20,000.

PUBLIC WORKS

1. Bobby Alford Pavilion

- CDBG grant application submitted on 6/30/21.
- CDBG Public Hearing held on 7/21/21.
- CDBG grant approval is still pending environmental review.

2. East Bay Park Boat Landing Repairs

- SCPARD Grant Awarded for \$42,117.58 on 10/11/21.
- Will solicit bids in January.

3. Street Condition Assessment

- RFP released on Wednesday, December 22, 2021. Proposals are due on January 19, 2022.

4. Police Department, Fire Department and Screven Street Parking Lot Restoration

- Will solicit bids in January.



**City of Georgetown
Engineering Monthly Report
December 2021**

OTHER

1. Water/Wastewater and Electrical Utility Rates Study

- Council approved Raftelis as the selected consultant for a total fee of: \$74,640 on 11.18.21.
- PO and contract agreement execution are still pending.

DESIGN

WATER

1. WTP Secondary Sedimentation Basin

- Engineer: WK Dickson
- Design Fee: \$428,000
- Design Notice to Proceed: 2/15/2021
- Status:
- Design plans and technical specifications are 95% complete.
- PER submitted to SCDHEC on 10/28/21.
- SCDHEC permit applications.
- Council approved grant match of 10% at the December council meeting.
- WRCOG has filed EDA grant application for American Rescue Plan funding of \$3,856,500.

STORMWATER

1. EDA Stormwater System Improvements-Historic District

- Request for Qualifications (RFQ) dated 6/2/2021.
- City Council approved WK Dickson's proposal on 9/16/21.
- EDA approved WK Dickson's proposal on 11/24/21.
- Notice of Award issued on 11/29/21.
- Kickoff meeting re-scheduled for 1/11/22.
- This project is 80% funded by EDA and the county funds the 20% match.



**City of Georgetown
Engineering Monthly Report
December 2021**

CONSTRUCTION

SEWER

1. Maryville School Lift Station Replacement

- Engineer: The Wooten Company
- Design Fee: \$47,816
- Design Notice to Proceed: 10/2/2020
- Design completion: 6/30/2021
- Status: Design work is 100% complete.
- Re-bid documents released on 11/10/21.
- Four bids were received on 12/21/2021. MB Khan is the lowest bidder. Council to approve bid at the January meeting.

2. N. Hazard Street Sewer Line Replacement

- Contractor: Green Wave Contracting, Inc.
- Contract Amount: \$92,750
- Status: Work started on Monday, November 29, 2021.
- Work completed on December 28, 2021.

PUBLIC WORKS

1. Public Works Building Improvements

- Architect: Raymond LLC
- Design Fee: \$25,000
- Notice to Proceed: 3/15/2021
- Status: Design work is 100% complete.
- Request for Bid (RFB) documents released on 10/13/21
- Bids received on 11/17/21.
- Status: Only two proposals were submitted: one from CP&G for and the second from ARC, Inc. with a lowest bid price in the amount of \$447,190 from CP&G. This is double the amount budgeted. Bid is subject to cancelation. Work scope will be reduced to interior renovations and no building expansion, pending Council's approval.



**City of Georgetown
Engineering Monthly Report
December 2021**

2. Harborwalk Handrail Repairs

- Request for Proposal (RFP) dated 8/23/21
- Repair work awarded to ARC, Inc for the amount of \$20,200
- Notice to Proceed (NTP) dated 10/20/21
- Repair work started on 12/6/21.
- Work completed on 12/20/21.

3. Orange Street Parking Lot Restoration.

- Contractor: Palmetto Corp.
- Contract Amount: \$66,570
- Work started on 12/6/21.
- Work completed on 12/15/21.

SCDOT ENCROACHMENT PERMITS PROCESSED:

Two (2) applications filed.

OTHER ACTIVITIES:

1. Review of Riverside-Phase I Development site plans.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3479)**

Meeting: 01/20/22 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 3479

December 2021 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

**JANUARY
2022**



Fire Prevention Bureau

2021

December

Inspections	4
Violations Found	4
Buildings without Violations	3
Buildings Cleared of Violations	0
Violations Corrected	0
Violations Not Corrected	4
3rd Party Inspection Review	0
Assemblies Inspected:	0
Business Inspected:	3
Educational Buildings Inspected:	0
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutional Inspected:	0
Mercantile Inspected:	0
Residential Inspected:	1
Storage Buildings Inspected:	0
Construction Meetings:	0
Plans Review:	2
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	2
Citation Issued:	0

Public Education

Programs	1
Participants	27

Suppression Division

A Brief Look at Emergency Responses

December 2021

1. Seven Medical Calls; Three Public Service Calls
2. Seven Medical Calls; One Alarm Activation
3. Two Medical Calls; One Haz-mat Call
4. Six Medical Calls; One Public Service Call
5. Eight Medical Calls; One Public Service Call
6. Five Medical Calls; Two MVA's
7. Three Medical Calls; One Detector Activation
8. Four Medical Calls
9. Six Medical Calls; One Electrical Issue; Two MVA's; One Power Line Down
10. Eight Medical Calls
11. Nine Medical Calls; One Public Service Call
12. Five Medical Calls; One System Malfunction; One False Alarm; One Smoke /Steam Call
13. Six Medical Calls; One MVA; One Public Service Call
14. Six Medical Calls; One MVA; One Public Service Call
15. Three Medical Calls; Two MVA's; One False Alarm; One Alarm System Malfunction Call
16. Three Medical Calls; Two Alarm System Malfunction Calls
17. Five Medical Calls; One MVA; Three Public Service Calls
18. Four Medical Calls; One Alarm System Malfunction
19. Five Medical Calls; One Carbon Monoxide Incident
20. Three Medical Calls; One Detector Activation; One MVA; One False Alarm; Two Public Service Calls
21. Four Medical Calls; One Alarm Activation
22. Four Medical Calls; One Alarm Activation; One Police Matter; One Public Service Call
23. Three Medical Calls; One False Alarm; Two Public Service Calls
24. Six Medical Calls; One Police Matter; One Public Service Calls
25. Two Medical Calls; One Detector Activation; One Water Issue; One Assist Police; One Public Service
26. Three Medical Calls; One Smoke Scare; One Public Service Call
27. Four Medical Calls; Two MVA's
28. Ten Medical Calls; One Alarm Activation; Two MVA's; One Police Matter
29. Six Medical Calls; One Detector Activation; One Public Service Call
30. Seven Medical Calls; Three MVA's
31. Seven Medical Calls; One Excessive Heat/Scorch Burns; One Detector Activation; Two Public Service Calls

Attachment: December 2021 Fire Report (3479 : December 2021 Fire Report)



Total Call Volume	December		Year to Date	
	2021	2020	2021	2020
As defined by the National Fire Incident Report System				
Fires	1	10	54	43
Rescue Calls/EMS	177	245	2175	2132
Hazardous Conditions	4	6	57	61
Service Calls	28	44	351	373
Good Intent Calls	13	5	156	102
False Alarms	19	9	147	124
Weather/Flood	0	0	0	4
Special Incident Type	0	5	20	54
Total Calls	242	324	2960	2893

Save/Loss Analysis

	Losses	Property Values
December 2021	\$ 0	\$ 0
December 2020	\$ 57,301	\$ 258,350
Year to Date	\$ 462,875	\$ 4,017,760

Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.

Mutual Aid Calls

	December	YTD
To Georgetown County Fire	1	17
To Midway Fire	0	9
To other Departments	0	0
From Georgetown County Fire	0	1
From Midway	0	2
From other Departments	0	0

	December	YTD
Staff Training Hours	834.50	12,582.92

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3478)**

Meeting: 01/20/22 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Natrona Simmons

Initiator: Isaac Williams

Sponsors:

DOC ID: 3478

December 2021 Fleet Service Report

FLEET SERVICES MONTHLY REPORT (FY 21-22)

Task	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Cummulative
Repairs	73	84	81	67	76	67							448
Preventative Maintenance	14	11	21	9	11	13							79
Tires repaired or Replaced	29	32	45	34	30	28							198
Services Past Due	-												-
Monthly Totals	116	127	147	110	117	108	-	-	-	-	-	-	725

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3489)**

Meeting: 01/20/22 05:30 PM
Department: Police Department
Category: Report
Prepared By: Patrice Coachman
Initiator: William Pierce
Sponsors:
DOC ID: 3489

GPD - December 2021 Monthly Report

MAYOR
CAROL JAYROE

CTTY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JONATHAN ANGNER
JIM CLEMENTS
AL JOSEPH
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS

Georgetown Police Department
William Pierce, Jr, Interim-Chief of Police
Office: (843) 545-4300
Fax: (843) 520-5848

January 7, 2022

Honorable Mayor Carol Jayroe
And Members of City Council
City of Georgetown, South Carolina

Dear Mayor Carol Jayroe and Council Members:

On December 3rd and 4th, the City of Georgetown celebrated the start of the holiday season with our annual Christmas tree lighting and Christmas Parade. Both events were very well attended. During the Christmas Parade, Front Street was locked down and officers were on-post along the parade route to ensure public safety. Both events were held without incident.

On December 8th, I attended the monthly Chief's meeting at J. Ruben Long Detention Center.

On December 8th, I attended the Georgetown Chamber of Commerce's annual Christmas "Mingle Bells" event at Inlet Affairs in Murrells Inlet.

On December 9th, the Leadership Georgetown class I am attending held its monthly meeting. This month's topic was non-profit businesses. We visited several non-profit organizations around the city and county.

On December 16th the Georgetown Police Department assisted the Love Chapel Church with a community-wide Christmas meal drive by providing two pots of pilau. The hot meals were distributed free to all locals until the food was exhausted, about three hundred hot meals were handed out.

On December 20th, we delivered fruit baskets to our VOICE clients in and around Georgetown. The VOICE Program is designed to make regular telephone contact with City and County residents that are homebound or infirmed. The purpose of the telephone contact is to perform a welfare check and brighten the resident's day.

On December 21st, the Georgetown City Police Department and Saint Peters Lutheran Church in Pawleys Island partnered together to make Christmas a little more magical for some very special boys and girls in the community by delivering presents to the after-school program at the Georgetown Housing Authority.

On December 22nd, we held our annual Christmas luncheon here at the PD for our staff.

Drawer 939
Georgetown, SC 29442

Attachment: GPD - December 2021 Monthly Report (3489 : GPD - December 2021 Monthly Report)

Honorable Mayor Carol Jayroe
And Members of City Council
January 7, 2022
Page 2 of 2

On December 31st, I received notification from the South Carolina Department of Public Safety that our grant application to fund a SRO for Maryville Elementary School has been approved and awarded. This is a 100% fully-funded (non-matching) award. The grant term is for the remainder of this fiscal year and will auto-renew every year as long as funding is available through the legislature. The award amount is \$105,544 (FY2022)

We have begun the process of working towards State Accreditation for our agency. The South Carolina Law Enforcement Accreditation program is an initiative of the South Carolina Police Chiefs' Association and the South Carolina Sheriffs' Association. This is a voluntary program for professional improvement, fashioned in ways that best meet local needs while simultaneously expressing commitment to professional law enforcement practices. The program is designed to provide a basis from which a participating agency may seek national accreditation if desired. SCLEA standards are designed to reflect the best professional practices in each area of law enforcement: management, administration, operations and support services.

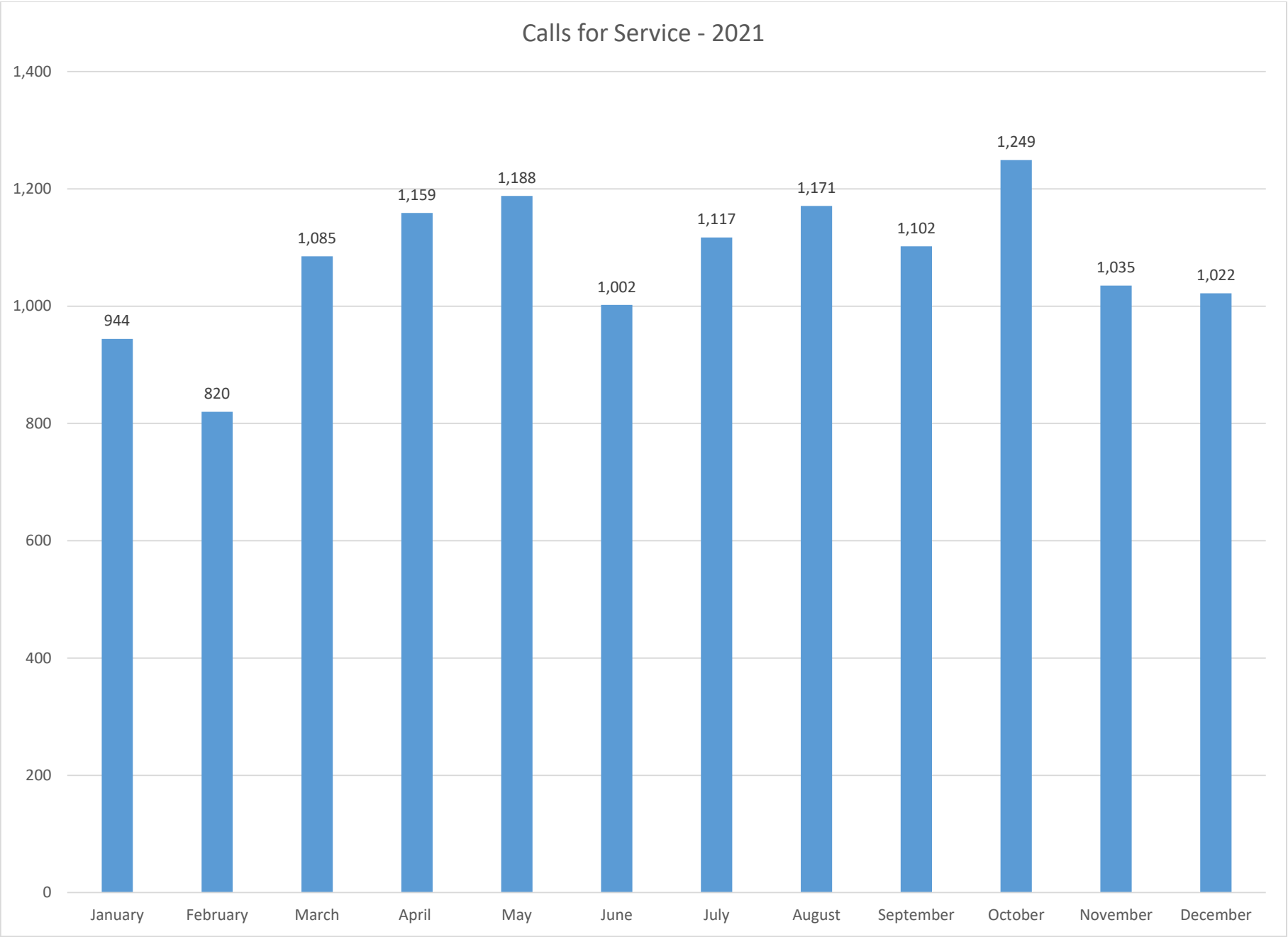
Currently, we have five (5) class 1 vacancies that we are trying to fill. A hiring process was conducted on December 8th. We have made two conditional offers of employment from these applicants. The two applicants are currently progressing through background checks. Both would need to go to the SC Criminal Justice Academy for 8-weeks of basic training.

Sincerely,

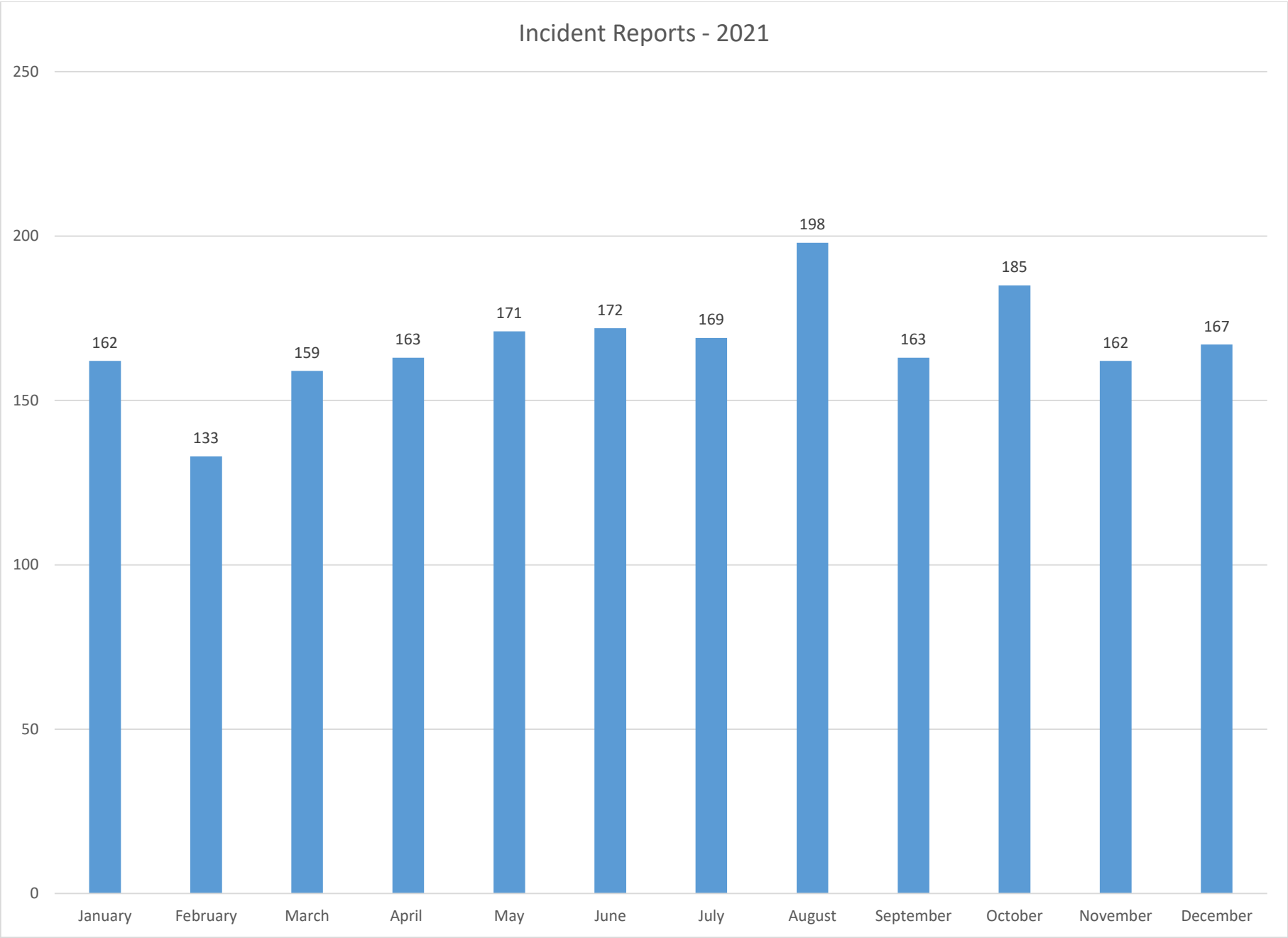


William Pierce,
Interim-Chief of Police

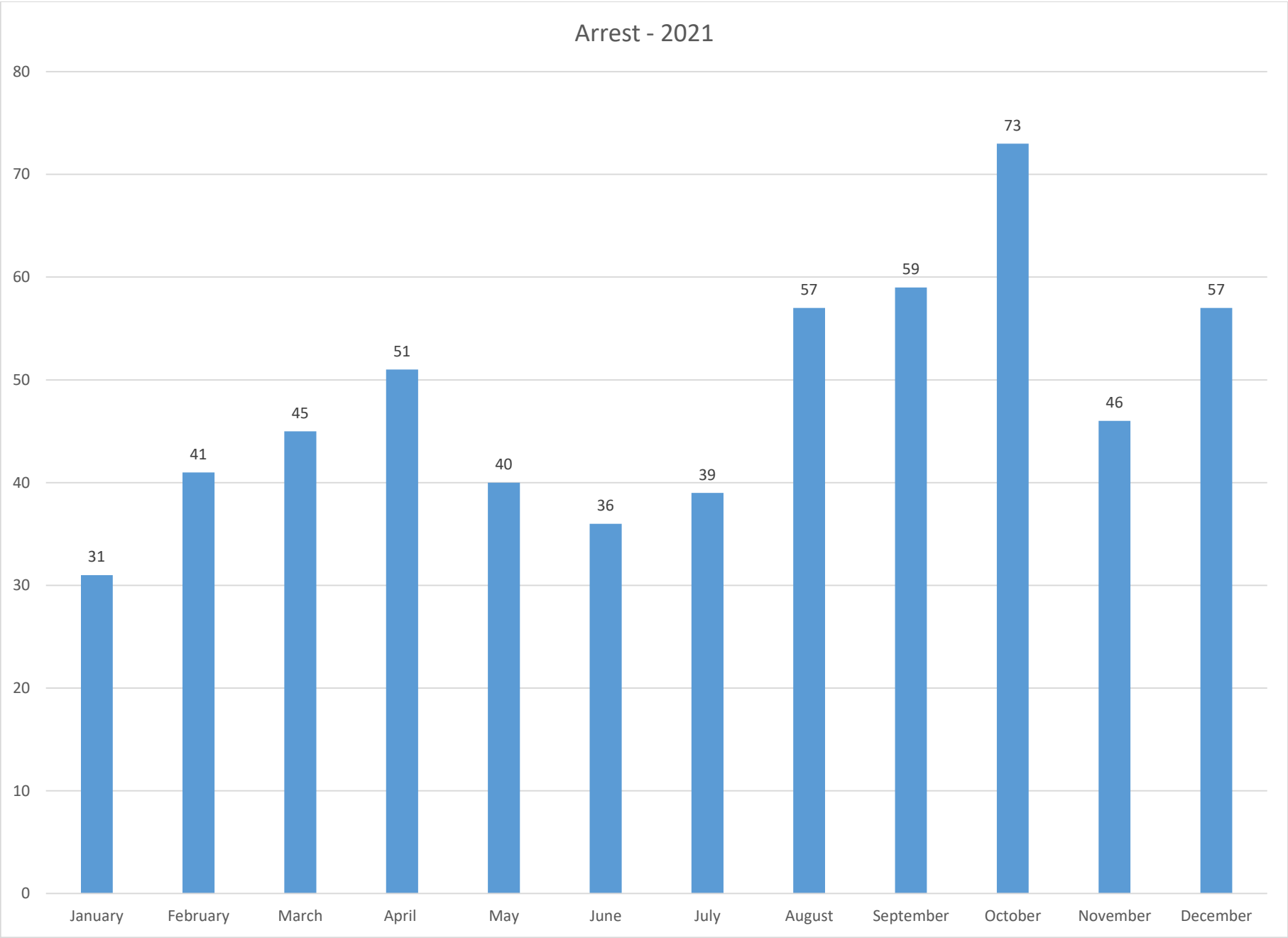
Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls for Service	944	820	1,085	1,159	1,188	1,002	1,117	1,171	1,102	1,249	1,035	1,022	12,894
Incident Reports	162	133	159	163	171	172	169	198	163	185	162	167	2,004
Arrest	31	41	45	51	40	36	39	57	59	73	46	57	575
Traffic Accidents	60	95	124	121	117	143	128	116	140	115	144	132	
Calls for service	37	57	73	70	69	89	74	63	80	64	82	78	836
TR310s completed	23	38	51	51	48	54	54	53	60	51	62	54	599
Uniform Traffic Ticket	49	70	87	99	83	89	85	159	131	131	62	70	1,115
Male	33	42	51	62	55	51	52	98	97	73	43	42	699
Female	16	28	36	37	28	32	33	61	34	58	18	28	409
Caucasian	21	39	25	35	32	32	42	67	63	49	31	24	460
African American	22	19	31	40	26	21	26	45	32	43	18	24	347
Hispanic	0	3	9	4	11	3	1	10	14	6	5	8	74
Other	6	9	22	20	14	33	16	38	22	33	8	14	235
Warning/Public Contact	27	30	44	54	77	52	55	112	98	105	65	49	768
Male	15	18	29	32	34	25	32	61	59	58	39	33	435
Female	12	12	15	22	43	27	23	51	39	47	26	16	333
Caucasian	14	17	17	21	37	23	32	48	66	65	44	31	415
African American	5	3	10	12	10	9	10	21	8	16	6	3	113
Hispanic	0	0	0	1	6	0	0	5	2	5	2	2	23
Other	8	10	17	20	24	20	13	38	22	19	13	13	217
Property Check	236	57	39	46	162	51	107	725	595	400	950	1,830	5,198
Signal 99	62	52	56	66	100	44	46	109	75	33	48	158	849
Overdose	0	0	2	0	2	2	12	6	3	5	7	4	43
Non-death	0	0	2	0	1	1	7	4	3	5	7	4	34
Death	0	0	0	0	0	0	1	1	0	0	0	0	2
Narcen	0	0	0	0	1	1	4	1	0	4	7	2	20
Parking Tickets	0	2	2	4	37	24	63	19	41	40	32	31	295



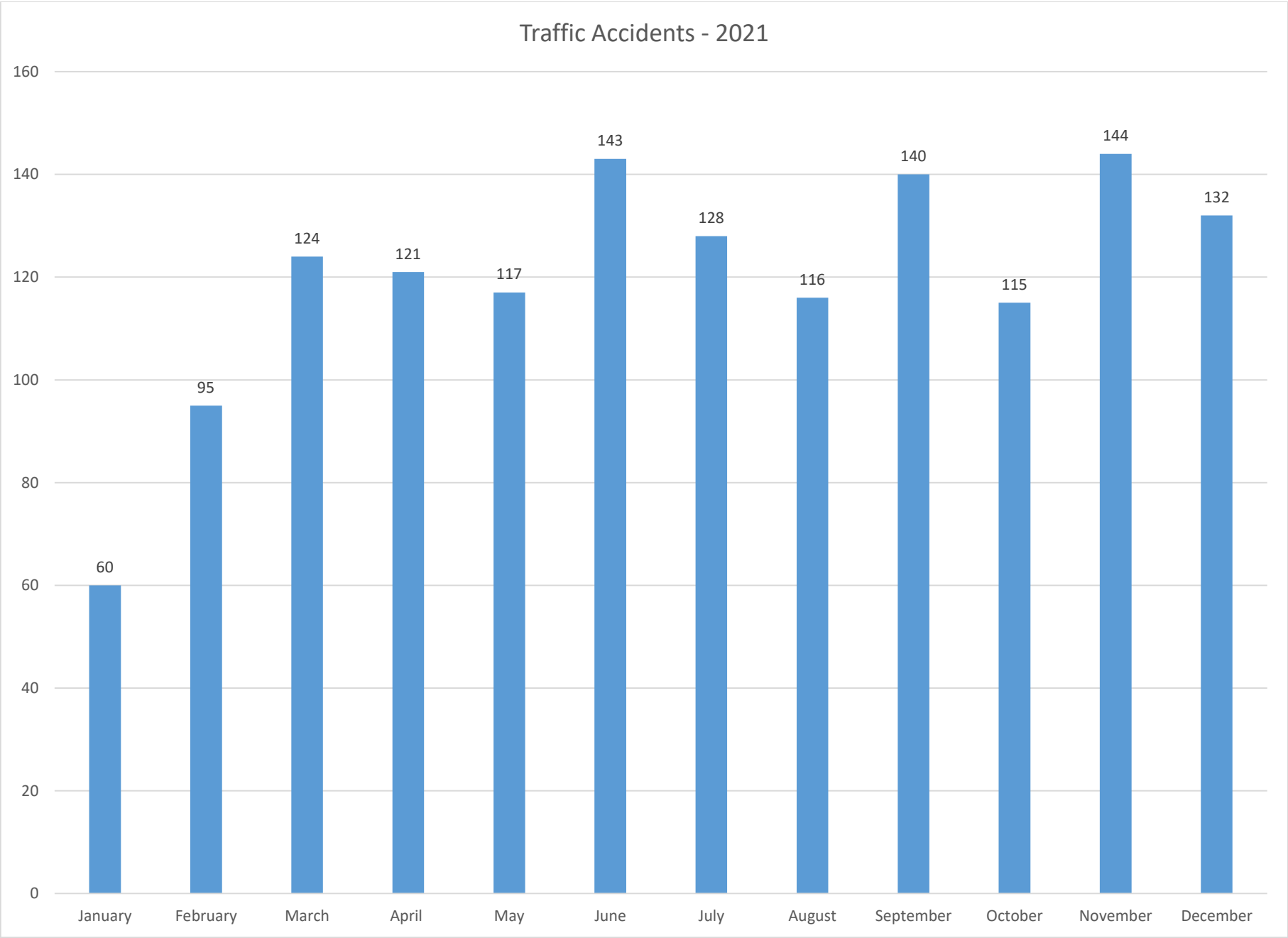
Attachment: GPD - December 2021 Monthly Stats (3489 : GPD - December 2021 Monthly Report)



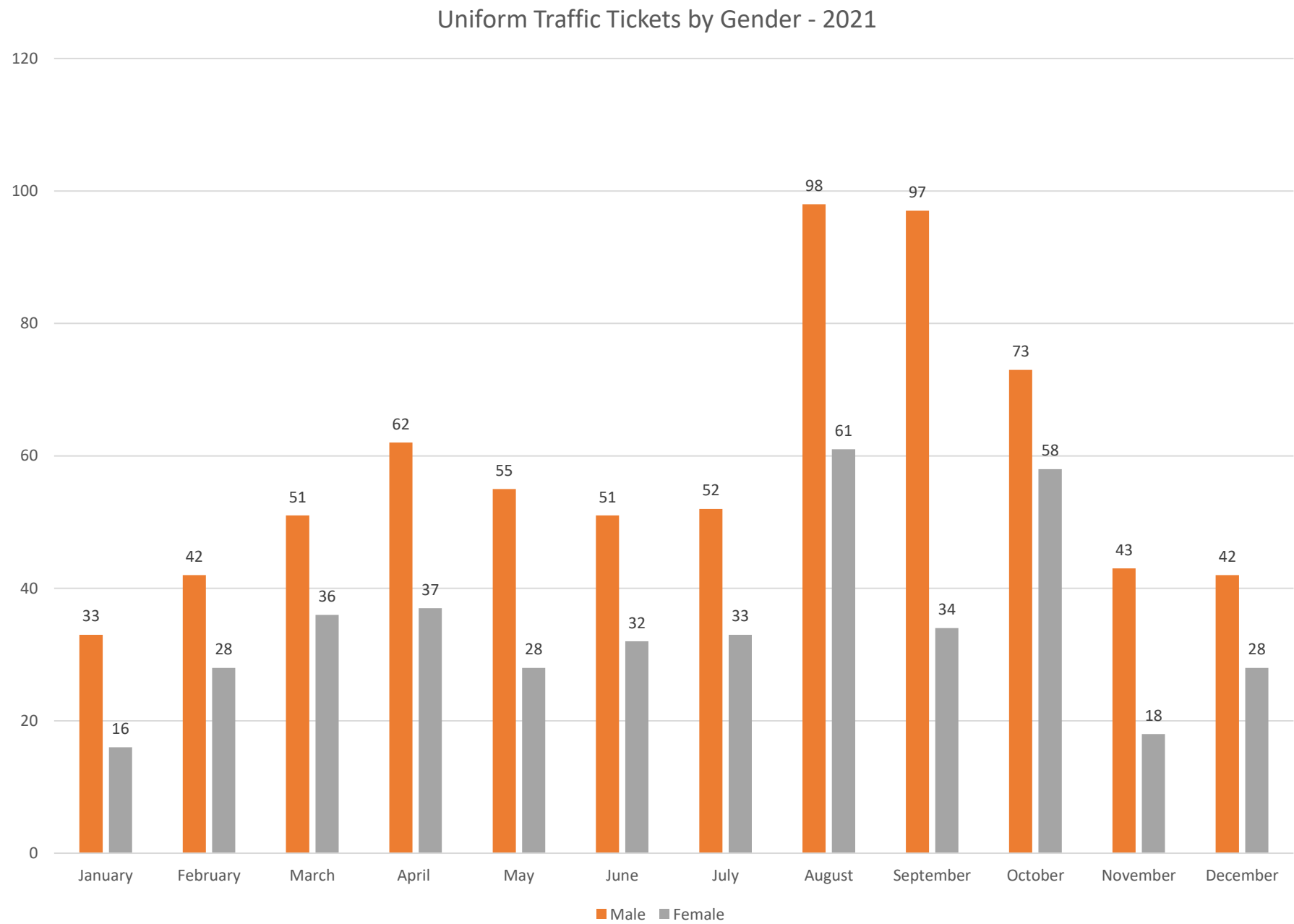
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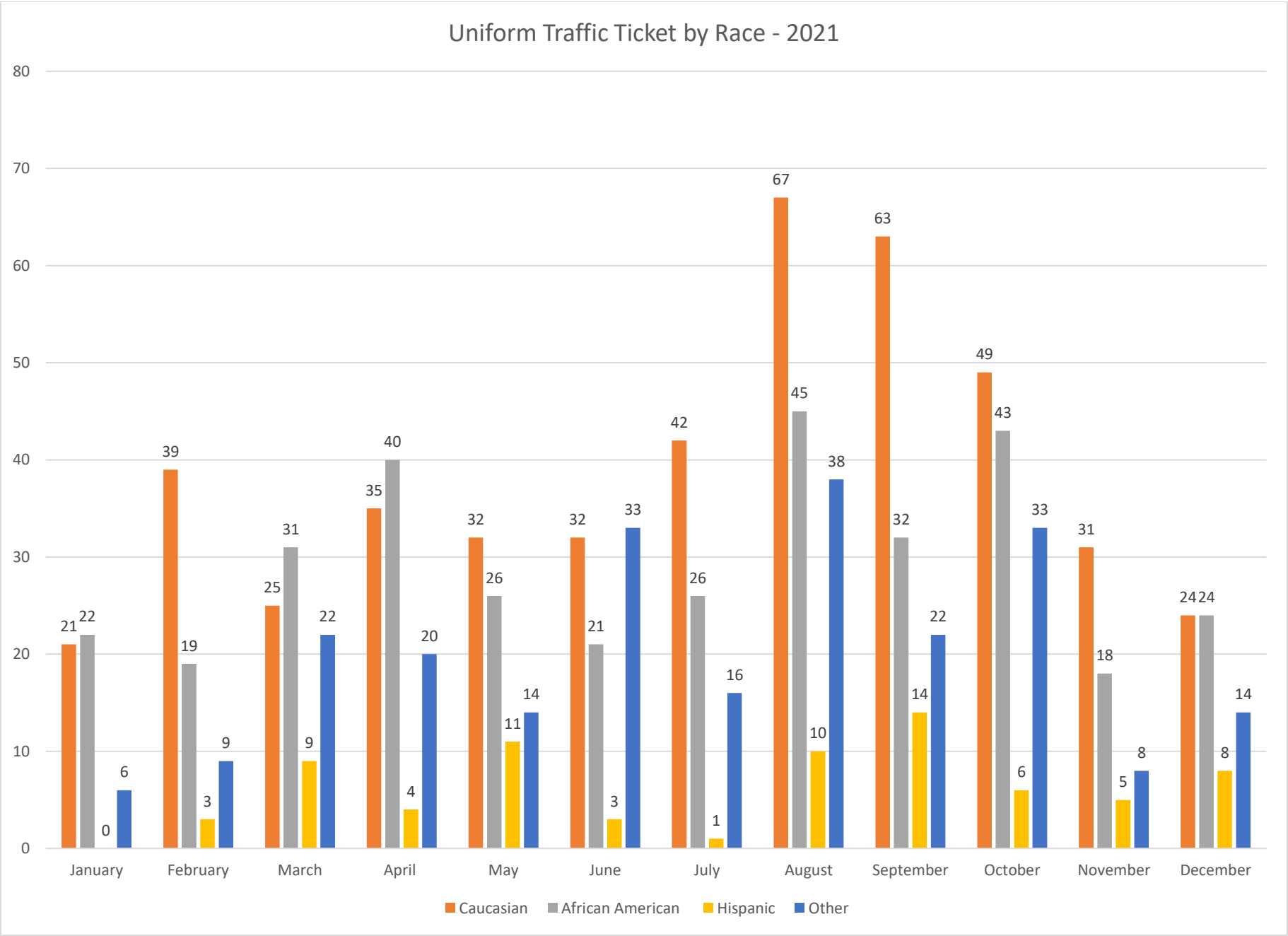
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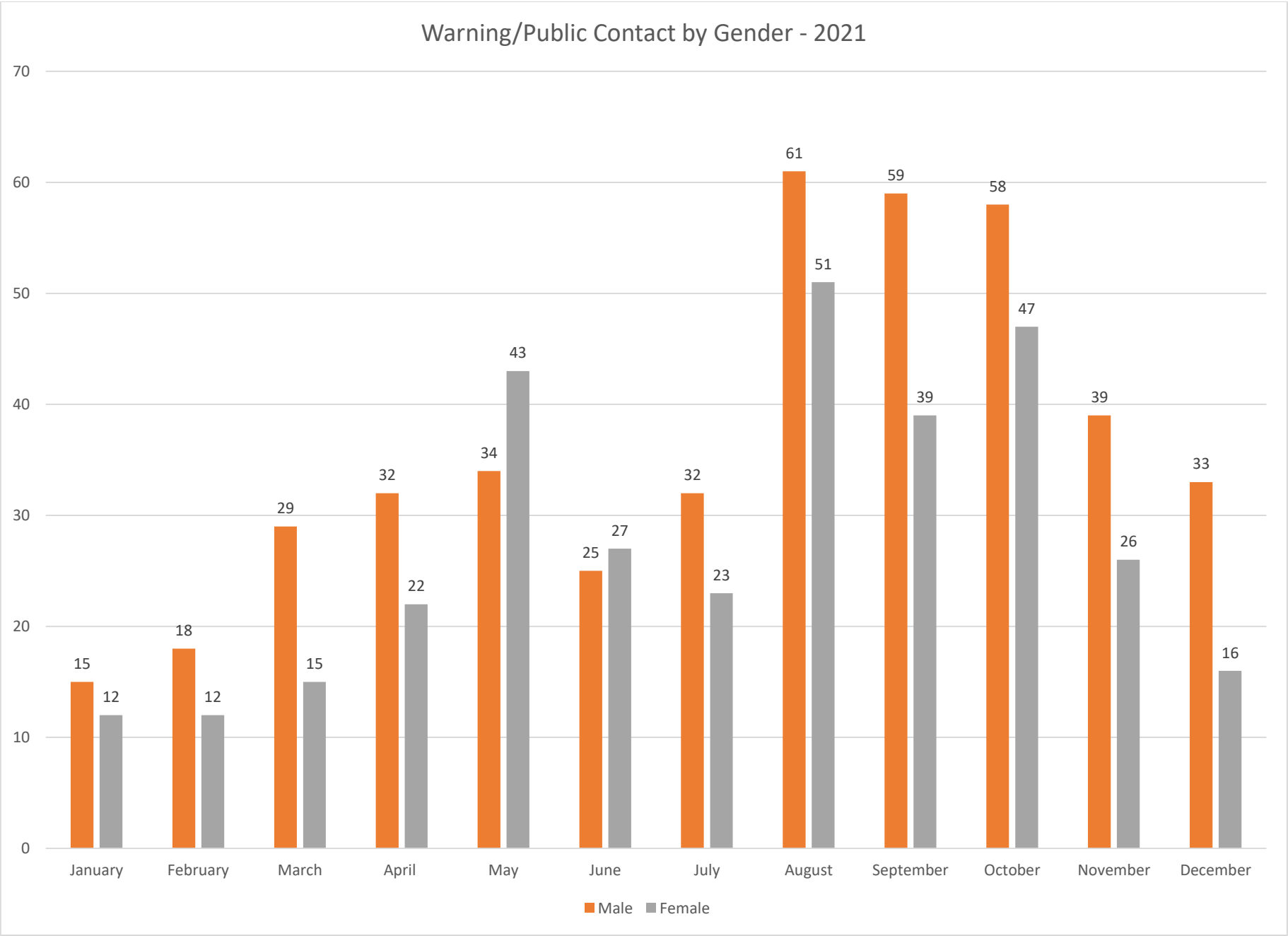


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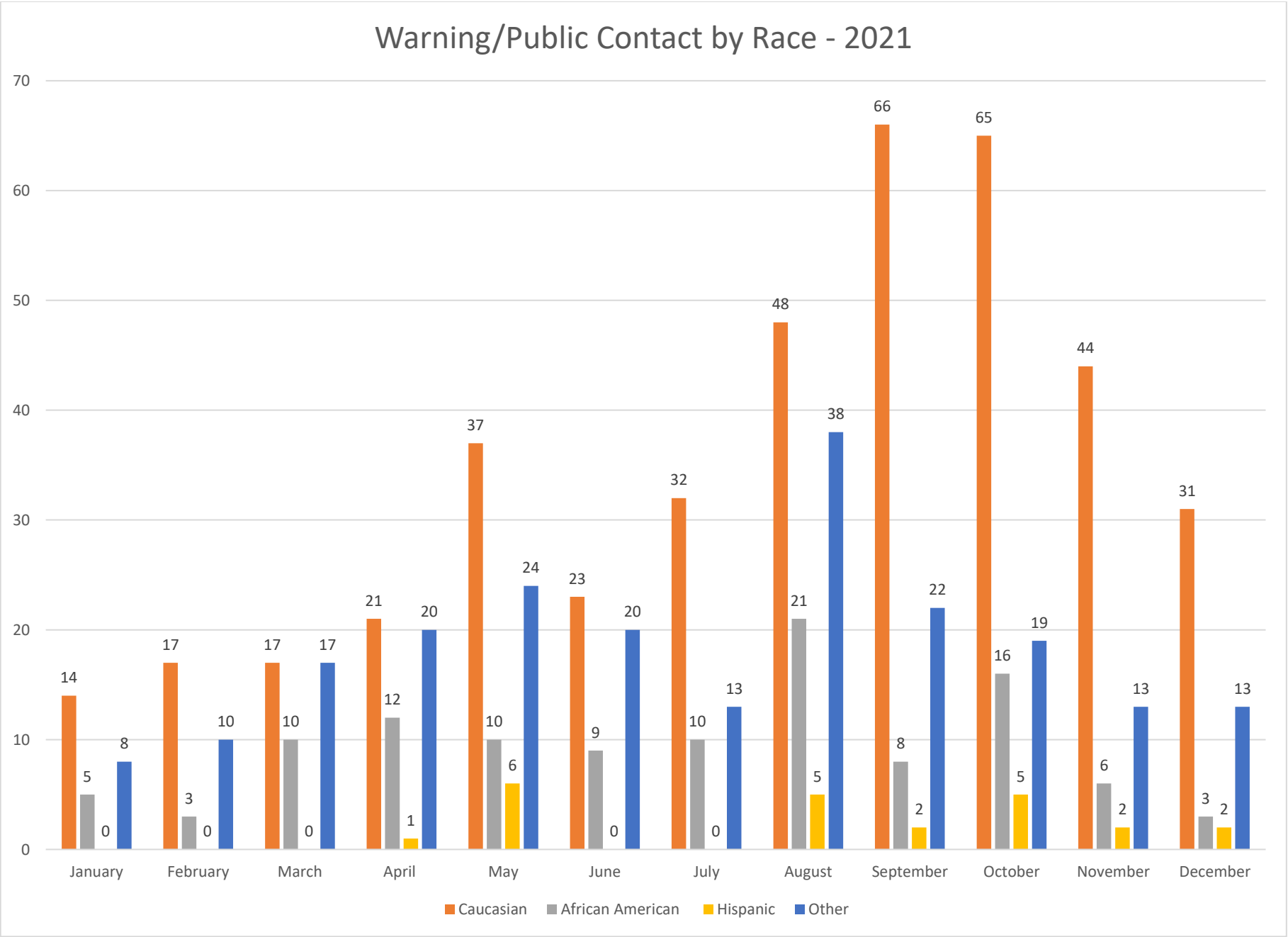


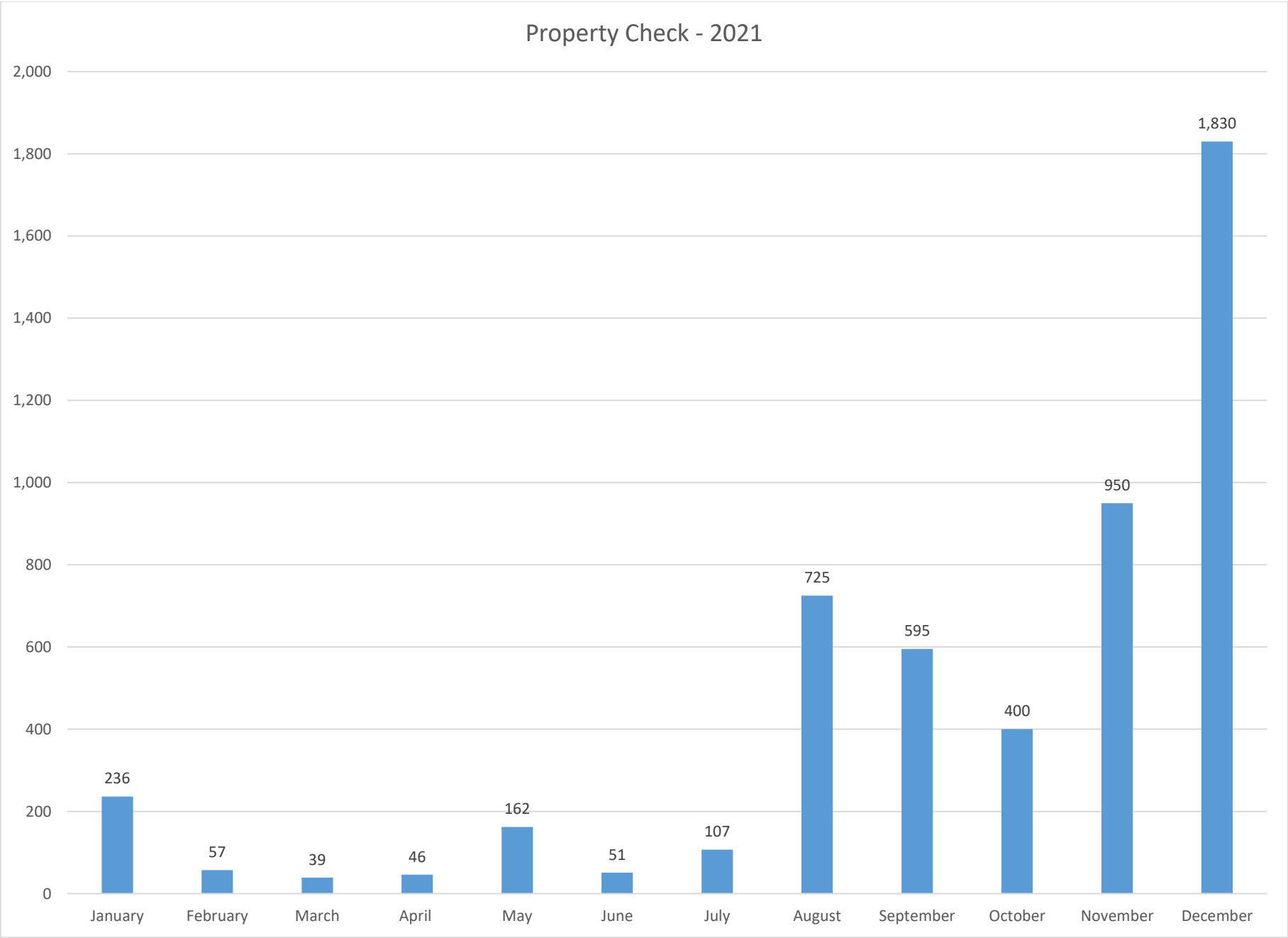
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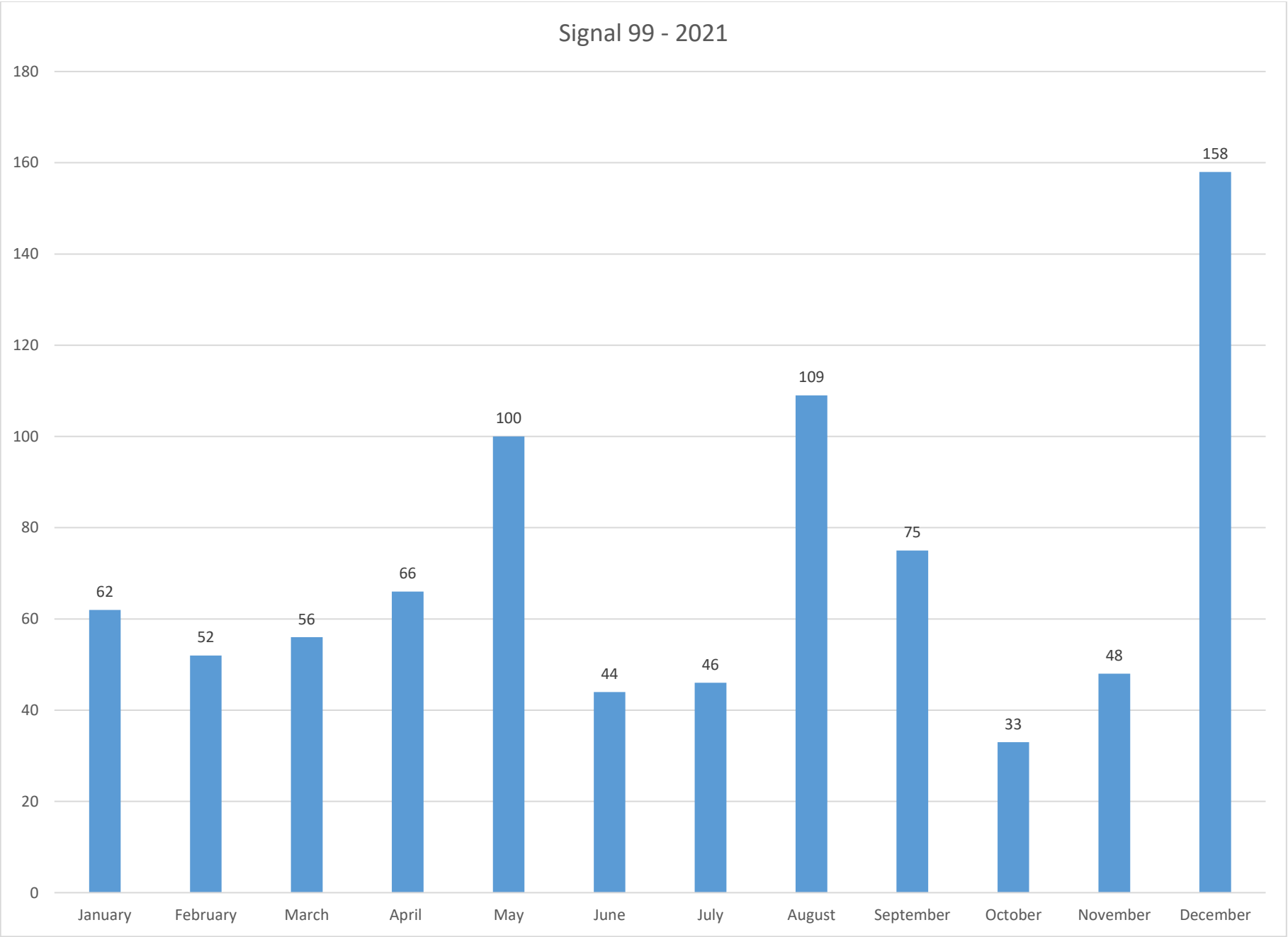


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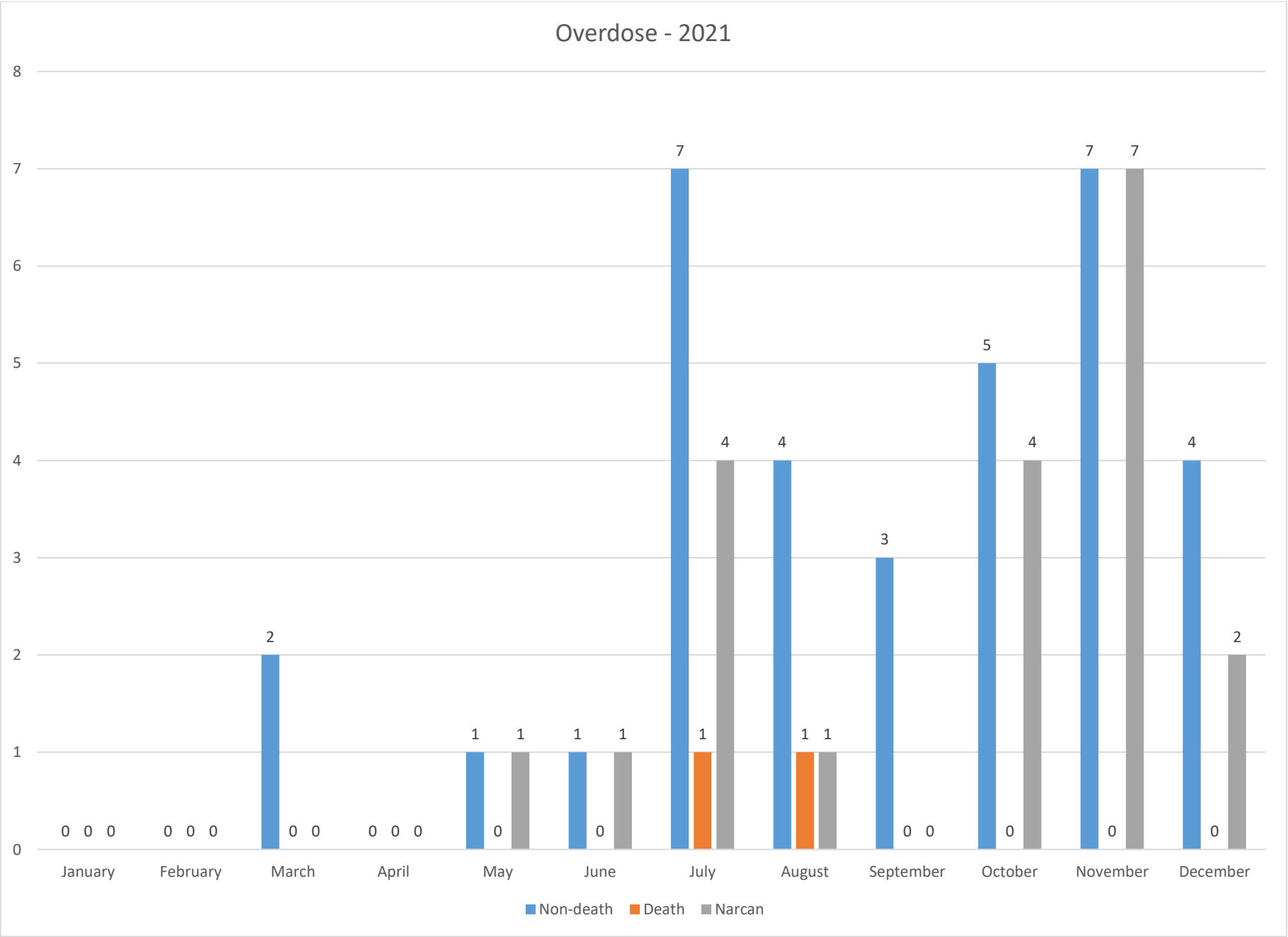




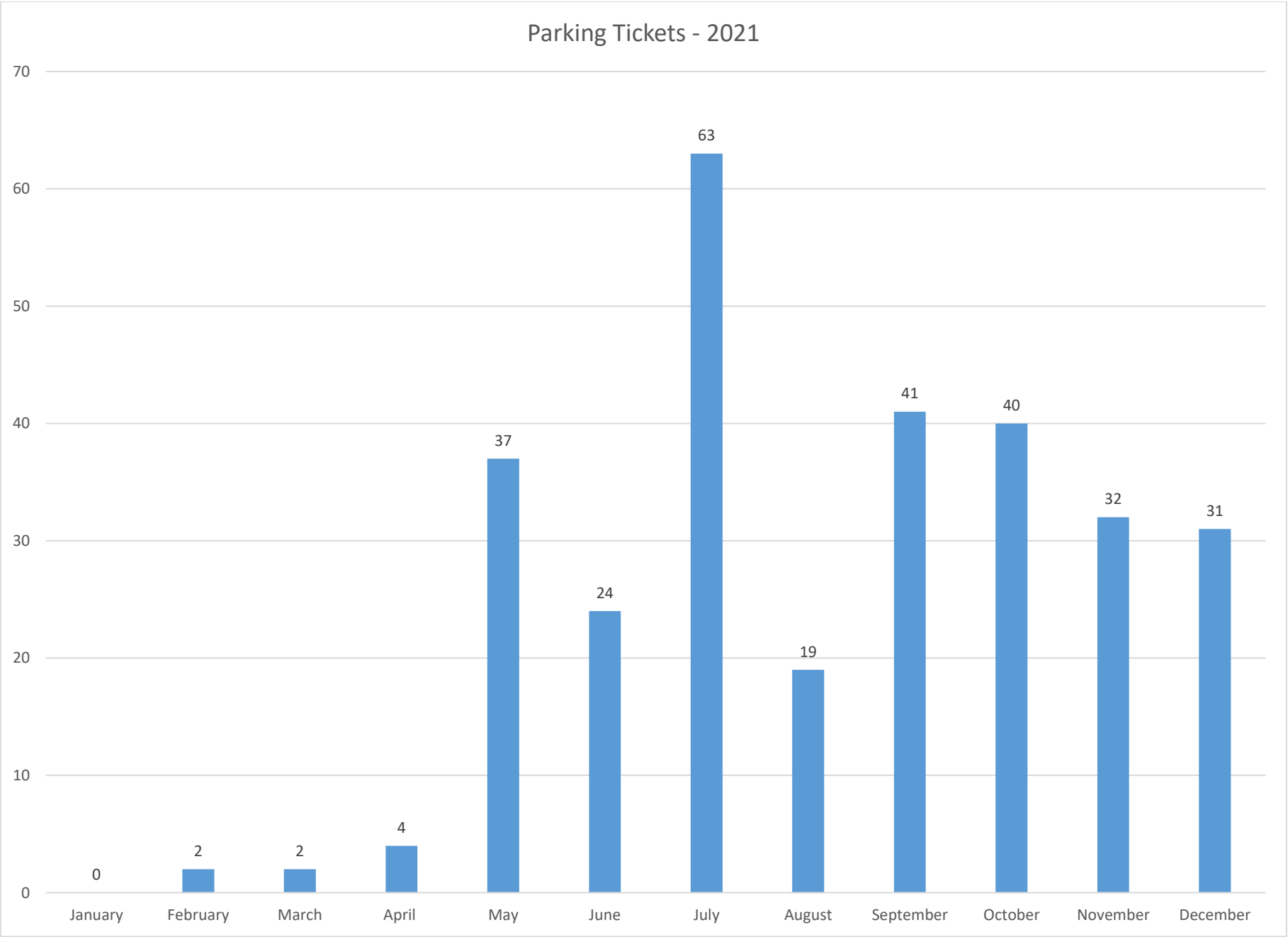
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**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3473)**

Meeting: 01/20/22 05:30 PM

Department: Administration

Category: Report

Prepared By: Gladys Rutledge-Livingston

Initiator: Gladys Rutledge-Livingston

Sponsors:

DOC ID: 3473

December 2021 HR/Risk Mgmt Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Executive Office
(843) 545-4001

December 2021 Human Resources / Risk Management Monthly Report

New Hires: None

Separations:

Department	Employee Name	Position
Fire	William Howard	Firefighter
Fire	Jacob Stricklett	Firefighter

Promotions:

Department	Employee Name	Position
Police	Tracy James	Police Officer II

Open Positions:

Department	Job Title
Water Utilities	Wastewater Collection System Operator I
Finance	Accounting Clerk
Planning & Community Development	Director of Planning & Community Development

Risk Management

- December 2021 claims status for SCMIT and SCMIRF.
 - Workers Compensation Claims – 1
 - Property Claims – 3
 - Bodily Injury – 0
- Safety Committee Meeting was held on December 22, 2021

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3476)**

Meeting: 01/20/22 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 3476

December 2021 Municipal Court Report

Municipal Court Monthly Report - Calendar Year 2021

Cases Disposed	January		February		March		April		May		June	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	6	\$ 2,955.00	0	\$ -	12	\$ 3,293.50	47	\$ 10,334.91	32	\$ 6,679.85	11	\$ 2,708.50
Served Time	12	\$ 7,440.50	7	\$ 6,367.50	13	\$ 8,112.50	7	\$ 6,782.50	21	\$ 20,432.50	2	\$ 930.00
Scheduled Time Payment	11	\$ 7,037.49	0	\$ -	10	\$ 3,790.42	34	\$ 14,717.27	17	\$ 8,304.07	16	\$ 7,042.92
NRVC	6	\$ 2,243.75	0	\$ -	11	\$ 4,351.15	20	\$ 6,919.00	15	\$ 3,701.75	12	\$ 10,450.00
Tried in Absence	37	\$ 34,012.00	0	\$ -	24	\$ 21,260.36	62	\$ 39,363.71	38	\$ 32,302.45	26	\$ 20,941.28
Parking Tickets Paid	0		0	\$ -	1	\$ 10.00	5	\$ 50.00	37	\$ 435.00	23	\$ 230.00
Nolle Prosequi/Dismissed/Not Guilty	21		4	\$ -	31	\$ -	130	\$ -	55		52	
Transferred to General Sessions Court	34		19	\$ -	39	\$ -	29	\$ -	20		15	
Voided	0		0	\$ -	0	\$ -	1	\$ -			5	
Fine Suspended	0		0	\$ -	0	\$ -	0	\$ -				
Total	127	\$ 53,688.74	30	\$ 6,367.50	141	\$ 40,817.93	335	\$ 78,167.39	235	\$ 71,855.62	162	\$ 42,302.70

Cases Disposed	July		August		September		October		November		December	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	23	\$ 3,550.75	13	\$ 2,838.75	16	\$ 3,347.25	67	\$ 11,977.38	17	\$ 2,827.50	28	\$ 5,827.25
Served Time	3	\$ 1,802.50	2	\$ 1,702.50	9	\$ 11,447.50	11	\$ 8,107.00	1	\$ 1,087.50	9	\$ 9,372.50
Scheduled Time Payment	8	\$ 3,409.70	27	\$ 14,355.25	8	\$ 3,408.11	22	\$ 9,457.91	19	\$ 9,236.91	17	\$ 6,336.82
NRVC	20	\$ 4,985.00	4	\$ 850.00	9	\$ 2,445.00	40	\$ 8,648.75	14	\$ 5,710.00	10	\$ 5,031.50
Tried in Absence	9	\$ 6,041.83	11	\$ 9,375.00	4	\$ 2,212.50	21	\$ 14,215.00	5	\$ 4,592.50	7	\$ 3,177.50
Parking Tickets Paid	31	\$ 385.00	22	\$ 350.00	27	\$ 320.00	18	\$ 180.00	30	\$ 480.00	11	\$ 110.00
Nolle Prosequi/Dismissed/Not Guilty	34		64		38		60		59		67	
Transferred to General Sessions Court	16		29		35		39		13		44	
Voided	6		2		4		1				3	
Fine Suspended												
Total	150	\$ 20,174.78	174	\$ 29,471.50	150	\$ 23,180.36	279	\$ 52,586.04	158	\$ 23,934.41	196	\$ 29,855.57

Cases Disposed	Cumulative Totals	
	# of Cases Disposed	Fine Amounts
Paid	272	\$ 56,340.64
Served Time	97	\$ 83,585.00
Scheduled Time Payment	189	\$ 87,096.87
NRVC	161	\$ 55,335.90
Tried in Absence	244	\$ 187,494.13
Parking Tickets Paid	205	\$ 2,550.00
Nolle Prosequi/Dismissed/Not Guilty	615	\$ -
Transferred to General Sessions Court	332	\$ -
Voided	22	\$ -
Fine Suspended	0	\$ -
Total	2137	\$ 472,402.54

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3474)**

Meeting: 01/20/22 05:30 PM

Department: Planning and Community Development

Category: Report

Prepared By: Matt Millwood

Initiator: Christopher Inglese

Sponsors:

DOC ID: 3474

December 2021 Monthly Report

Planning & Community Development
 Monthly Report
 December 2021

Boards & Commissions:	Applications Heard:
ARB	3
BZA	0
Planning Commission	3 (no quorum)
CAB	0
CBA	0
TRC	1

Permit Type:	# of permits issued:
Commercial Permits	4
Residential Permits	26
Sign Permits	5

Inspection Type:	# of Inspections:
C/O's Issued	6
Stop Work	0
Inspections	121
TRC	0
Plan Review & Sign	7
Business Licenses	3
Total	

Code Enforcement:	# Issued:
Letters for Violations	5
Citations Issued	0
Complaints referred to other departments	1

Department Report

- Employee annual evaluations
- Attend State of the City/County presentations at Howard Auditorium
- Review Steel mill press release and files
- Draft changes to Parking loading/unloading ordinance
- UCOD presentation to County staff
- Community meeting Love Chapel
- Community Appearance Board workshop UCOD presentation
- ARB meeting presentations
- Community Meeting Bible Way Church
- Community meeting Steel Workers Union Hall
- Prepare edits to UCOD text amendment

- Prepare packets for Planning Commission which included UCOD info and two (2) rezonings. Tried to hold meeting but didn't get quorum, so we are having a special meeting in early January
- Prepare memorandum for Planning Director successor
- Prepare memorandum for Zoning Administrator/Planner successor
- Submit reimbursement request to Santee Cooper for Economic Development grant
- Prepare ARB Guidelines text amendments
- Attend Georgetown Business Association holiday party
- Research grants/funding sources to preserve Rosemont school building
- Work with property owner at 1207 Prince Street on documentation for a FMA Grant to elevate her home to reduce flood risk.
- Scan all 2021 permits and add to digital files for future use
- Started cross training staff on a few tasks like Minute Traq, where files are located, how to use the plotter for scanning plans, sign permits, Elevation Certificates, etc.

FRIENDS OF THE KAMINSKI HOUSE REPORT – December 2021

- Visitors for December came from 17 different states and three foreign countries. For the fiscal year to-date, we have had visitors from 43 different states and 6 foreign countries. The majority of our visitors continue to come from South Carolina.
- Total YTD visitors to the museum (includes, tours, event rentals, shop, programs) were up 19% year-to-date, compared to pre-covid 2019-2020. It is imposible to do a comparison with last year due to the museum being closed for the pandemic. The increase is mostly due to the lawn rental events and the holiday activities in December.
- December was a busy month at the museum and started off with a bang with our annual Light Up the Lawn event on December 10th. We estimated that at least 200 people were on hand to see the lights go on, attend a live wreath auction, and shop at our annual holiday market.
- The Holiday Market was put on for the second year in a row and attracted about 450 people for both Friday, December 10th and Saturday December 11th. The event was first offered last year as a concession to the museum interior being closed due to the pandemic. The event was so successful that we have added it to our annual holiday offerings and look forward to expanding it in years to come.
- As a gift to the citizens of Georgetown, the museum hosted a carousel for the weekend of December 10-11. Thanks to generous sponsors and donors, rides on the carousel were completely free and attracted more than 350 riders.
- The Interior Stabilization Project continues to move forward. The committee met virtually in December and discussed equipment costs and the likely need for either extensive roof repairs or the replacement of the Kaminski House roof. The roof work is not included as part of the ISP scope of work and the museum is exploring alternative funding sources to cover costs, as well as getting a second opinion on the roof.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3477)**

Meeting: 01/20/22 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Natrona Simmons

Sponsors:

DOC ID: 3477

December 2021 Public Works Department Report

PUBLIC WORKS MONTHLY REPORT (FY 2021-2022)

Division	Task	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Cummulative
Curbside Debris	Yard Waste: Leaves, Grass & Straw collected (Net Tons)	203	161	113	117	72	100							766
Curbside Debris	Brown & White Goods collected (Net Tons)	154	94	115	147	222	113							845
Garbage Collections	Residential Solid Waste Collection (Net Tons)	375	366	312	314	322	313							2,002
Recycle Collections	Recyclables Collected (Net Tons)	14	12	13	11	10	13							73
	Monthly Totals (Net Tons)	746	633	553	589	626	539	-	-	-	-	-	-	3,686

PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2021-2022)

Division	Task	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Cummulative
Solid Waste Maintenance	# of work orders requests completed for roll-out cart repairs, new roll out cart deliveries, and/or replacements and recycle bins	71	46	49	76	28	29							299
Streets/Curbside Crews	Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks	36	80	52	20	27	7							222
	Monthly Work Orders Totals	107	126	101	96	55	36	-	-	-	-	-	-	521
Grounds Maintenance	Assigned areas consists of grass cutting, park and sidewalk maintenance, litter, curbside and garbage collections.													

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3483)**

Meeting: 01/20/22 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Gunter

Initiator: Will Gunter

Sponsors:

DOC ID: 3483

December 2021 Water Utilities Report

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2022)

Description of Work Performed	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	28.769	28.224	27.210	27.563	25.356	25.701							162.823
Average Daily Flow Finished Water (MGD)	0.928	0.910	0.907	0.889	0.845	0.829							5.308
King Well (MG)	6.493	6.610	6.305	6.537	6.394	6.544							38.883
Maryville Well (MG)	7.626	7.738	7.307	7.233	7.383	7.579							44.866

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	130.787	158.660	113.273	97.988	87.184	76.937							664.829
Average Daily Influent Flow (MGD)	4.219	5.118	3.776	3.161	2.906	2.482							21.662
Effluent Flow Total (MG)	106.432	141.910	95.851	85.893	84.952	84.109							599.147
Average Daily Effluent Flow (MGD)	3.433	4.578	3.195	2.771	2.832	2.713							19.522
Rainfall Total (Inches)	8.750	6.260	4.340	2.270	1.680	3.780							27.080

Water Distribution

Work Orders Completed	73	75	59	54	61	60							382
Water Leak Repairs	21	21	20	22	18	24							126
Water Meter Replacements	4	2	0	4	1	0							11
Locates Completed	80	130	141	123	121	85							680

Wastewater Collection

Work Orders Completed	46	30	48	28	50	57							259
Backup Responses	23	18	21	16	20	21							119
Locates Completed	80	130	141	123	121	85							680
Routine Line Cleaning													0

Maintenance

Work Orders Completed	37	41	38	19	34	28							197
Work Orders on Pump Stations Completed	0	14	7	3	9	9							42
Work Orders for the WWTP Completed	2	4	2	4	5	6							23
Work Orders for the WTP Completed	1	1	4	1	0	0							7

Stormwater

Work Orders Completed	5	9	3	9	0	1							27
Locates Completed	80	130	141	123	121	85							680
Routine Line and Ditch Cleaning													

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3493)**

Meeting: 01/20/22 05:30 PM

Department: Finance

Category: Report

Prepared By: John Barfield

Initiator: John Barfield

Sponsors:

DOC ID: 3493

December 2021 Monthly Finance and IT Report

Statistics:**New Business Licenses Issued:**

There were no new permanent businesses added during December 2021.

Projects Progress:

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

American Rescue Plan Act – Proposed budget plan was presented to Council. Subsequent community meetings and Council workshop have resulted in an amended proposed budget plan focusing on infrastructure needs in each of four areas in the City of Georgetown. Our ARP funds will be subject to Single Audit reporting back to the federal government.

Santee Cooper Legal Settlement: All active Utility accounts have received their credit. We are continuing to work through the remaining inactive utility accounts. A Santee Cooper Credit Voicemail line has been set up (843) 545-4050 for customers to call and leave a message concerning their credit or provide us with information needed on where to send their check if they are no longer a customer with the City of Georgetown.

The process of distributing approximately 11,000 checks for all amounts due no matter how small has required, and will continue to require, a high administrative burden on the Finance Department staff. Many checks will go uncashed due to mail problems, bad addresses, or amounts so small that the recipient will never cash the check. An additional settlement distribution is expected in the coming months. Uncashed checks must be reconciled on monthly bank reconciliations and eventually reported to the SC State Treasurer as uncashed checks. We have to send out one follow-up letter for each uncashed check regardless of amount, and we have to submit funds related to all uncashed checks \$50 and above to the State Treasurer. In some instances we have been asked to re-issue checks that have been uncashed for 90 days. For the second Santee Cooper Legal Settlement payment, and for future similar transactions, the City should consider outsourcing this entire process to a settlement vendor.

Financial Statement Audit FY2021: Field work is continuing for the FY2021 financial statement audit. The audit should be completed by January 31, 2022. With new documentation in place, the FY22 audit should be completed in a more timely manner.

South Carolina Business License Tax Standardization Act 176: During 2021, the City of Georgetown revised the Business License Ordinance to begin taking the necessary steps for standardization to be effective January 1, 2022. This process includes the following:

- Accepting and using standard business license applications (currently implemented)
- Calculating tax based gross income for calendar year, or business fiscal year
- Implementing April 30 as the new standard due date, with May 1 being the start of the license year.
- Using a newly available online business license renewal payment portal
- Updating our usage of the North American Industry Classification System (NAICS) to code type of business for billing purposes.

We are in the process of finalizing our implementation. Justin Gilliard will continue to assist Finance on a contract basis as we continue our work to implement Standardization.

Current Procurement Projects:

- Bobby Alford/Eastbay Park Pavilion
- East Bay Park Boat Landing Repairs
- Maryville School Lift Station Replacement Project
- Orange Street Parking Lot Resurfacing
- Public Works Building Improvements
- Stormwater System Improvements
- Street Condition Assessment
- West End District Water Main Improvements
- WTP Secondary Sedimentation Basin - Engineering

Attached are the Budget Performance Reports November 2021. With the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.

CURRENT PROJECT LISTING REPORT

CURRENT PROJECT LISTING REPORT						
PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	Vendor	Cost	% complete	Status
1220	TBD	Public Works Office Building Improvements - per Oas monthly engineering report dated 10.07.2021, Design work is 100% complete. City staff is working on bid procurement documents. Request for Bid (RFB) documents issued 10/13/21 - bids received 11.17.2021 from CP&G and ARC - per Oas monthly engineering report dated 12.03.2021, the bids are double the amount budgeted, work scope will be reduced pending notification to council	TBD			
N/A	TBD	Street Condition Assessment - RFP issued 12.22.2021 with a due date of 1.19.2022	TBD			
1227	2022.077	Orange Street Parking Lot Resurfacing - RFB issued 4.15.2021 with a due date of 6.30.2021 - per Oas monthly engineering report dated 5.10.2021, Work will be scheduled for the early fall (September/October) due to summer parking demand concerns on Front Street. per Oas monthly engineering report dated 6.07.2021, bid opening scheduled for 6.30.2021 - Per Oas monthly engineering report dated 7.06.2021, 3 bids were received and opened on June 30, 2021. Palmetto Corp. is the apparent low bidder - Per Oas monthly engineering report dated 12.03.2021, work scheduled to start before the end of December	Palmetto Corp	66,570.00		work in progress
N/A	TBD	Bobby Alford/East Bay Park Pavilion - Per OA's monthly engineering report dated 11.04.2021, The City has applied for a CDBG grant on 6.30.2021 - Public Hearing held on Wednesday, July 21st, 2021 to comply with CDBG requirements - Grant approval is still pending.	TBD			
N/A	TBD	East Bay Park Boat Landing Repairs - per OA's monthly engineering report dated 12.03.2021, SCPARD grant awarded - we will solicit bids in January	TBD			
1515	TBD	West End District Water Main Improvements - Per OA's monthly engineering report dated 8.11.2021, CDBG grant application submitted on 4.16.2021 - CDBG grant approved on 6.23.2021 for the amount of \$453,292 - Design and construction scheduled for FY 21-22 - WRCOG will schedule environmental assessment and City needs to schedule a wetland delineation study as part of the grant requirements before project start - Per OA's monthly engineering report dated 11.04.2021, Held project kickoff meeting with DOC and WRCOG on 10/1/21 - Field surveying performed week of 10/18/21 - Wetland delineation documentation completed on 10/28/21 - Environmental assessment ongoing - per OA's monthly engineering report dated 12.03.2021, proposals received for drafting services, and are pending approval	TBD			
1606	2022.061	WTP Secondary Sedimentation Basin - Engineering Services - per Oas monthly engineering report dated 5.10.2021, Conducted site surveying. Soil borings performed this month. Design is ongoing- per Oas monthly engineering report dated 8.11.2021, design work is about 60 % complete - Construction is scheduled for FY 21.22 - Per OAs monthly engineering report dated 12.03.2021, WRCOG will assist the City with EDA grant application. Match to be 10% pending council's approval of amended budget.	WK Dickson	428,000.00	54.52%	work in progress

Attachment: Current Project Listing 2021.12.31 (3493 : December 2021 Monthly Finance and IT Report)

CURRENT PROJECT LISTING REPORT

CURRENT PROJECT LISTING REPORT						
PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	Vendor	Cost	12.31.2021	
					% complete	Status
1815	2022.057	Maryville School Lift Station Replacement Proj - Engineering and design - per OA's monthly engineering report dated 11.03.2020, held a kickoff meeting with consultant 10.20.2020, and Wetland delineation and site survey scheduled for next month - per OA's monthly engineering report dated 5.10.2021, Design is on-going and about 90% complete. Construction is scheduled for FY 22 - per OA's monthly engineering report dated 10.07.2021, The construction bid has been canceled due to a lack of price competitiveness, and will be rebid on or about November 2021 - Construction Re-Bids due 12.21.2021	LE Wooten Company	47,816.00	74.96%	work in progress
1815	TBD	Maryville School Lift Station Replacement Proj - Per OA's monthly engineering report dated 11.04.2021, Construction Re-Bid - Notice of Intent to Award issued 1.05.2022	MB Kahn Inc.	927,729.00		
4015	TBD	Stormwater System Improvements - EDA Grant number 04-79-07494 - per OA's monthly engineering report dated 10.07.2021, WK Dickson's proposal was approved by City Council on 9.16.2021 - per OA's monthly engineering report dated 12.03.2021, issued Notice of Award on 11.29.2021	WK Dickson			

Attachment: Current Project Listing 2021.12.31 (3493 : December 2021 Monthly Finance and IT Report)

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2021/2022

GovDeal							
Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
				no activity	-		
				Total July	-		
	607	12158	Police 10.05.05	2008 FORD CROWN 4S	-	Listed in August - Auction ends 9.14.2021	
	608	13001	Police 10.05.05	2010 FORD CROWN 4S	-	Listed in August - Auction ends 9.14.2021	
	609	12162	Water 31.16	2009 JOHN DEERE Z840A PRO 60" MOWER	-	Listed in August - Auction ends 9.14.2021	
	610	16011	Water 32.18	2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER	-	Listed in August - Auction ends 9.14.2021	
	611	11244	Water 31.15	1991 INGERSOLL RAND AIR COMPRESSOR	-	Listed in August - Auction ends 9.14.2021	
	612	NA	Finance 10.04	EPSON DS30 BATCH OF 4 DESKTOP SCANNERS	-	Listed in August - Auction ends 9.14.2021	
	613	12010	Finance 10.04	FORMAX FOLDER SEALER FD2052	-	Listed in August - Auction ends 9.14.2021	
				Total August	-		
2021.09.27	607	12158	Police 10.05.05	2008 FORD CROWN 4S	2,072.00	purchased by James Auto Wholesale	2022-12780
2021.09.27	608	13001	Police 10.05.05	2010 FORD CROWN 4S	2,693.88	purchased by James Auto Wholesale	2022-12778
	609	12162	Water 31.16	2009 JOHN DEERE Z840A PRO 60" MOWER	-	picked up, just waiting on GovDeal payment	
	610	16011	Water 32.18	2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER	-	picked up, just waiting on GovDeal payment	
2021.09.27	611	11244	Water 31.15	1991 INGERSOLL RAND AIR COMPRESSOR	1,725.00	purchased by Keith Kruk	2022-12782
	612	NA	Finance 10.04	EPSON DS30 BATCH OF 4 DESKTOP SCANNERS	-	paid for, but delay in pick up - 10.06.2021	
	613	12010	Finance 10.04	FORMAX FOLDER SEALER FD2052	-	No bid received - reauctioned with a closing date of 10.01.2021	
				Total September	6,490.88		
2021.10.01	609	12162	Water 31.16	2009 JOHN DEERE Z840A PRO 60" MOWER	2,025.00	purchased by Joan Mendez	2022.13879
2021.10.01	610	16011	Water 32.18	2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER	1,225.00	purchased by Glen Kling	2022.13878
2021.10.11	612	NA	Finance 10.04	EPSON DS30 BATCH OF 4 DESKTOP SCANNERS	50.00	purchased by Brea Dearing, ACH received 10.08.2021	2022-15160
2021.10.26	613	12010	Finance 10.04	FORMAX FOLDER SEALER FD2052	50.00	purchased and paid for, but not yet picked up	2022.17626
				Total October	3,350.00		
				no activity	-		
				Total November	-		
				no activity	-		
				Total December	-		
					-		
				Total January	-		
					-		
				Total February	-		
					-		
				Total March	-		

Attachment: GovDeal Report FY2022 (3493 : December 2021 Monthly Finance and IT Report)

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2021/2022

GovDeal Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
					-		
				Total April	-		
					-		
				Total May	-		
					-		
				Total June	-		
				TOTAL PER G/L	9,840.88		

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
FEDERAL GRANTS								
1	Bureau of Justice Assistance	Bullet Proof Vest Grant 2020 Regular Solicitation	1,515.00	-	1,479.13	35.87	-	
2	Bureau of Justice Assistance	Bullet Proof Vest Grant 2021 Regular Solicitation	4,327.12	-	494.78	3,832.34	-	
3	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	33,000.00	27,000.00	51,937.85	8,062.15	-	
4	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	49,900.00	41,100.00		91,000.00	-	
5	US Department of Commerce	Stormwater System Improvements (EDA)	3,365,409.00	841,353.00	542.41	4,206,219.59	04-79-07494	
6	SC Department of Commerce	Demolition of Dilapidated Units : West End (CDBG)	375,000.00	37,500.00	5,898.50	406,601.50	4-CE-20-007	
7	SC Department of Commerce	West End District Water Upgrades (CDBG)	453,292.00	36,628.00	2,160.00	487,760.00	4-CI-21-008	
STATE GRANTS								
8	SC Parks, Recreation, & Tourism (PARC)	Dog Park, Engineering/Architecture for Bobby Alford Building	47,824.02	11,956.01	58,428.57	1,351.46	2020046	
9	Rural Infrastructure Authority	Maryville Lift Station	403,178.00	182,308.00	36,191.56	549,294.44	S-21-1287	
10	SC Parks, Recreation, & Tourism (PARC)	East Bay Park Boat Landing	42,117.58	10,529.40	-	52,646.98	2022020	
11	Municipal Association of South Carolina	Multi-Purpose Outdoor Marketplace and Park (HEDG)	25,000.00	9,000.00	6,683.32	27,316.68	-	
12	SC Department of Public Safety	School Resource Officer Program	105,544.00	-	-	105,544.00	SR-024-2202-22	NEW
OTHER GRANTS								
13	Palmetto Pride	Keep South Carolina Beautiful 2021	4,895.00	-	4,895.00	-	-	CLOSED
14	SC Muni Insurance Trust	2021 Public Works Property and Liability Reduction Grant	4,000.00	4,000.00	1,984.53	6,015.47	-	
TOTAL			4,915,001.72	1,201,374.41	170,695.65	5,945,680.48		



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
311.001	Property Taxes - Real	3,620,000.00	.00	3,620,000.00	27,228.24	.00	84,216.15	3,535,783.85	2	353,071
311.003	Property Taxes - Vehicles	260,000.00	.00	260,000.00	27,549.63	.00	115,654.32	144,345.68	44	92,521
311.004	Inventory Tax	133,000.00	.00	133,000.00	.00	.00	.00	133,000.00	0	33,241
311.005	Prop Tax-Penalties & Cost	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	
311.006	Homestead Exemption Tax	132,000.00	.00	132,000.00	.00	.00	.00	132,000.00	0	
311.007	Manufacturer's Tax Reduce	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
311.008	Motor Carrier Lieu of Tax	10,000.00	.00	10,000.00	1,329.33	.00	5,928.36	4,071.64	59	5,681
321.001	Business Licenses	3,000,000.00	.00	3,000,000.00	9,564.72	.00	39,633.07	2,960,366.93	1	128,511
321.002	Business Lic - Penalties	10,000.00	.00	10,000.00	390.97	.00	312.09	9,687.91	3	6,731
322.001	Cable TV Franchise	115,000.00	.00	115,000.00	.00	.00	51.01	114,948.99	0	29,981
322.002	S.C. Electric & Gas Co.	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	
323.001	Electrical Permits	7,150.00	.00	7,150.00	230.00	.00	1,797.00	5,353.00	25	2,321
323.002	Plumbing Permits	1,500.00	.00	1,500.00	342.00	.00	647.00	853.00	43	511
323.003	Gas Permits	1,000.00	.00	1,000.00	183.00	.00	700.00	300.00	70	531
323.004	Building Permits	170,000.00	.00	170,000.00	14,151.00	.00	39,597.00	130,403.00	23	31,341
323.005	Yard Sale Permits	75.00	.00	75.00	9.00	.00	24.00	51.00	32	
323.006	Mobile Home Permits	400.00	.00	400.00	.00	.00	.00	400.00	0	301
323.007	Demolition & Clearance	2,500.00	.00	2,500.00	.00	.00	750.00	1,750.00	30	751
323.008	Mechanical Permits	7,000.00	.00	7,000.00	616.00	.00	2,571.00	4,429.00	37	3,221
323.010	Bus Lic Inspection Fee	1,000.00	.00	1,000.00	75.00	.00	450.00	550.00	45	471
323.013	Burning Permit	200.00	.00	200.00	.00	.00	50.00	150.00	25	101
323.014	Construct Parking Permit	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.015	Reinspection Fee	1,500.00	.00	1,500.00	150.00	.00	1,950.00	(450.00)	130	1,721
323.016	Permit Not Posted On-Site	100.00	.00	100.00	.00	.00	.00	100.00	0	
323.018	Moving Permit	150.00	.00	150.00	.00	.00	.00	150.00	0	
323.019	Stop Work Order Fee	750.00	.00	750.00	89.00	.00	356.00	394.00	47	181
323.020	Board of Appeals Fee	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	451
323.021	Zoning Fees	7,000.00	.00	7,000.00	1,500.00	.00	3,450.00	3,550.00	49	3,451
323.022	Plan Review Fee	70,000.00	.00	70,000.00	5,856.50	.00	15,331.00	54,669.00	22	11,461
323.023	Sign Permit Fee	4,500.00	.00	4,500.00	120.00	.00	974.00	3,526.00	22	511
323.024	Planning Commission Fees	1,000.00	.00	1,000.00	.00	.00	300.00	700.00	30	151
323.025	ARB Fees	1,000.00	.00	1,000.00	150.00	.00	875.00	125.00	88	571
323.026	Plat Approval Fees	500.00	.00	500.00	40.00	.00	240.00	260.00	48	261
323.027	Special Events Permit	750.00	.00	750.00	.00	.00	226.00	524.00	30	
323.028	Miscellaneous permits	500.00	.00	500.00	.00	.00	.00	500.00	0	
324.008	Fire Impact Fee	50,000.00	.00	50,000.00	8,490.00	.00	19,975.88	30,024.12	40	16,581
331.000	Federal Grants	337,500.00	.00	337,500.00	.00	.00	.00	337,500.00	0	
332.008	Other Local Grants	8,000.00	.00	8,000.00	.00	.00	6,000.00	2,000.00	75	

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
335.001	Local Government Fund	220,000.00	.00	220,000.00	.00	.00	.00	220,000.00	0	54,311
335.004	Fema Recovery	.00	.00	.00	15,688.66	.00	15,688.66	(15,688.66)	+++	3,961
344.005	SRO Reimbursement	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	
351.001	Police Fines	50,000.00	.00	50,000.00	2,981.57	.00	17,954.97	32,045.03	36	8,141
351.003	Parking Fines	2,000.00	.00	2,000.00	449.46	.00	1,639.96	360.04	82	81
351.007	Sunday Liquor Sales	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	901
351.008	Victim's Asst. Fees-(%)	4,250.00	.00	4,250.00	450.97	.00	2,510.40	1,739.60	59	1,511
351.009	Victim's Asst. Flat Fees	2,000.00	.00	2,000.00	215.96	.00	1,299.52	700.48	65	331
351.010	Misc Police Revenue	6,000.00	.00	6,000.00	47.00	.00	1,107.20	4,892.80	18	3,711
351.012	Traffic Education Program Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	
361.001	Investment Earnings	15,000.00	.00	15,000.00	1,212.89	.00	5,652.91	9,347.09	38	7,321
362.000	Rents and Royalties	15,000.00	.00	15,000.00	676.41	.00	5,263.41	9,736.59	35	5,311
363.001	Fees for GIS/B&P Documents	150.00	.00	150.00	.00	.00	62.00	88.00	41	41
363.005	FOIA Fees	1,000.00	.00	1,000.00	42.00	.00	143.00	857.00	14	231
364.000	Housing Authority FILOT	43,000.00	.00	43,000.00	.00	.00	.00	43,000.00	0	
364.001	Steel Mill FILOT	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
368.000	Work Comp Reimbursement	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	
369.000	Cash Over & Short	100.00	.00	100.00	.00	.00	.10	99.90	0	
369.002	Miscellaneous Revenue	25,000.00	.00	25,000.00	78,178.13	.00	89,546.27	(64,546.27)	358	12,091
369.003	Insurance Proceeds	15,000.00	.00	15,000.00	8,284.55	.00	10,581.29	4,418.71	71	3,551
369.005	Set-off Debt Collection Fees	1,500.00	.00	1,500.00	.00	.00	50.00	1,450.00	3	71
369.013	Returned Check Fees	2,000.00	.00	2,000.00	270.00	.00	1,110.00	890.00	56	841
391.001	Sale of Assets	5,000.00	.00	5,000.00	.00	.00	4,865.88	134.12	97	2,411
392.001	From Electric Fund	723,914.00	.00	723,914.00	60,326.17	.00	301,630.85	422,283.15	42	299,951
392.002	From Water Fund	260,609.00	.00	260,609.00	21,717.42	.00	108,587.10	152,021.90	42	95,871
392.003	From Accom Tax Fund	32,000.00	.00	32,000.00	26,447.45	.00	26,447.45	5,552.55	83	25,421
392.005	From Wastewater Fund	316,352.00	.00	316,352.00	26,362.67	.00	131,813.35	184,538.65	42	123,751
392.007	From Stormwater Fund	170,607.00	.00	170,607.00	14,217.25	.00	71,086.25	99,520.75	42	67,101
392.009	From Hospitality Fund	125,000.00	.00	125,000.00	10,416.67	.00	52,083.35	72,916.65	42	52,081
392.014	Transfer from debt service	145,000.00	.00	145,000.00	.00	.00	.00	145,000.00	0	
394.002	Transfer from fund balance	1,679,356.00	.00	1,679,356.00	.00	.00	.00	1,679,356.00	0	
Department 00 - Revenue Totals		\$12,166,663.00	\$0.00	\$12,166,663.00	\$366,049.62	\$0.00	\$1,191,182.80	\$10,975,480.20	10%	\$1,493,741
REVENUE TOTALS		\$12,166,663.00	\$0.00	\$12,166,663.00	\$366,049.62	\$0.00	\$1,191,182.80	\$10,975,480.20	10%	\$1,493,741
EXPENSE										
Department 01 - Administration										
400.101	Regular Pay	308,545.00	.00	308,545.00	27,443.44	.00	131,965.03	176,579.97	43	116,961
401.103	Overtime	2,000.00	.00	2,000.00	287.10	.00	1,915.53	84.47	96	551
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	



Budget Performance Report

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Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
405.114	FICA	23,757.00	.00	23,757.00	2,035.05	.00	9,816.15	13,940.85	41	9,127
406.116	Retirement	51,426.00	.00	51,426.00	4,135.26	.00	20,610.10	30,815.90	40	18,299
408.125	SCMIT Worker's Comp Ins.	1,419.00	.00	1,419.00	.00	.00	4,279.24	(2,860.24)	302	4,550
410.001	Health Claims Cost	28,869.00	.00	28,869.00	2,386.64	.00	11,933.20	16,935.80	41	11,933
500.101	Supplies and Materials	4,000.00	.00	4,000.00	674.85	.00	1,657.64	2,342.36	41	1,193
500.102	Equipment	500.00	.00	500.00	.00	.00	445.10	54.90	89	
500.103	Furniture	250.00	.00	250.00	392.19	.00	1,271.56	(1,021.56)	509	
500.105	Printing and Binding	300.00	.00	300.00	.00	.00	.00	300.00	0	
610.111	Communications- Landline	5,500.00	.00	5,500.00	347.71	.00	2,440.26	3,059.74	44	2,400
610.112	Postage	600.00	.00	600.00	7.33	.00	174.27	425.73	29	260
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	116.80	.00	479.49	2,520.51	16	530
620.114	Advertising	250.00	.00	250.00	.00	.00	381.45	(131.45)	153	
640.124	Travel Expense	2,950.00	.00	2,950.00	562.56	.00	1,833.20	1,116.80	62	140
650.127	Electricity	4,743.00	.00	4,743.00	188.39	.00	1,149.24	3,593.76	24	1,120
650.128	Water	411.00	.00	411.00	38.98	.00	193.14	217.86	47	160
650.129	Wastewater	572.00	.00	572.00	49.84	.00	250.36	321.64	44	230
650.130	Sanitation	1,053.00	.00	1,053.00	85.24	.00	426.20	626.80	40	420
650.133	Stormwater	698.00	.00	698.00	56.54	.00	282.70	415.30	41	280
650.134	Security Lights	1,946.00	.00	1,946.00	157.50	.00	787.50	1,158.50	40	780
650.1271	Electricity- Sales Tax	121.00	.00	121.00	6.98	.00	46.39	74.61	38	40
660.105	COVID-19 Pandemic Expense	2,248.00	.00	2,248.00	760.28	.00	4,654.21	(2,406.21)	207	1,130
660.139	Fleet Services-RTA Mtce Allocation	99.00	.00	99.00	.00	.00	.00	99.00	0	50
660.145	Gasoline & Oil	435.00	.00	435.00	18.71	.00	115.30	319.70	27	40
660.1391	Fleet Services -Departmental Expense Allocation	580.00	.00	580.00	31.87	.00	173.41	406.59	30	310
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	.00	500.00	0	
670.156	Equipment Rental/Lease	5,900.00	.00	5,900.00	418.42	.00	2,113.02	3,786.98	36	2,030
685.180	Membership Dues and Fees	3,534.00	.00	3,534.00	.00	.00	1,440.41	2,093.59	41	1,340
685.182	Other Operating Expenses	3,750.00	.00	3,750.00	.00	.00	886.04	2,863.96	24	610
685.186	Training	3,875.00	.00	3,875.00	.00	.00	245.00	3,630.00	6	
685.1801	Subscriptions	300.00	.00	300.00	.00	.00	25.31	274.69	8	(173)
686.187	Professional Services	55,000.00	.00	55,000.00	.00	.00	.00	55,000.00	0	
686.189	Employee Medical	150.00	.00	150.00	.00	.00	.00	150.00	0	
686.195	Repair/Maint Svc Contract	2,400.00	.00	2,400.00	.00	.00	361.92	2,038.08	15	360
686.1895	Employee wellness services	1,250.00	.00	1,250.00	.00	.00	456.34	793.66	37	460
795.001	IT Internal Allocations	23,828.00	.00	23,828.00	1,776.46	.00	8,145.22	15,682.78	34	5,270
795.995	GF Cost Distribution	(312,780.00)	.00	(312,780.00)	(26,064.99)	.00	(130,324.96)	(182,455.04)	42	(124,041)
Sub Department 02 - Mayor and Council										
400.101	Regular Pay	101,710.00	.00	101,710.00	13,168.00	.00	51,576.45	50,133.55	51	47,070



Budget Performance Report

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Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
Sub Department 02 - Mayor and Council										
405.114	FICA	7,781.00	.00	7,781.00	947.89	.00	3,595.90	4,185.10	46	3,200
406.116	Retirement	16,843.00	.00	16,843.00	1,184.10	.00	5,600.32	11,242.68	33	5,411
408.125	SCMIT Worker's Comp Ins.	468.00	.00	468.00	.00	.00	.00	468.00	0	
410.001	Health Claims Cost	35,737.00	.00	35,737.00	2,196.64	.00	10,949.16	24,787.84	31	12,900
500.101	Supplies and Materials	1,000.00	.00	1,000.00	16.08	.00	281.60	718.40	28	290
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
610.111	Communications- Landline	700.00	.00	700.00	20.33	.00	236.81	463.19	34	230
610.112	Postage	250.00	.00	250.00	11.60	.00	11.60	238.40	5	30
610.1110	Communications- Wireless	4,500.00	.00	4,500.00	383.43	.00	1,533.86	2,966.14	34	1,530
620.114	Advertising	2,500.00	.00	2,500.00	.00	.00	164.00	2,336.00	7	140
640.124	Travel Expense	12,200.00	.00	12,200.00	386.00	(2,932.00)	5,582.80	9,549.20	22	1,180
660.105	COVID-19 Pandemic Expense	510.00	.00	510.00	.00	.00	.00	510.00	0	60
670.156	Equipment Rental/Lease	10,000.00	.00	10,000.00	707.84	4,954.88	3,539.20	1,505.92	85	2,640
685.180	Membership Dues and Fees	1,000.00	.00	1,000.00	.00	.00	1,026.00	(26.00)	103	340
685.182	Other Operating Expenses	2,700.00	.00	2,700.00	.00	.00	179.00	2,521.00	7	
685.186	Training	6,200.00	.00	6,200.00	125.00	(1,045.00)	1,060.00	6,185.00	0	
686.187	Professional Services	300.00	.00	300.00	.00	.00	.00	300.00	0	
686.1895	Employee wellness services	5,500.00	.00	5,500.00	.00	.00	1,673.28	3,826.72	30	1,710
795.001	IT Internal Allocations	20,196.00	.00	20,196.00	2,030.25	.00	10,008.82	10,187.18	50	8,430
Sub Department 02 - Mayor and Council Totals		\$231,195.00	\$0.00	\$231,195.00	\$21,177.16	\$977.88	\$97,018.80	\$133,198.32	42%	\$85,240
Department 01 - Administration Totals		\$469,174.00	\$0.00	\$469,174.00	\$37,090.31	\$977.88	\$177,647.77	\$290,548.35	38%	\$141,710
Department 04 - Finance										
400.101	Regular Pay	458,694.00	.00	458,694.00	38,549.27	.00	184,201.99	274,492.01	40	187,540
401.103	Overtime	3,564.00	.00	3,564.00	399.57	.00	1,307.78	2,256.22	37	700
405.114	FICA	35,363.00	.00	35,363.00	2,865.68	.00	13,514.63	21,848.37	38	13,820
406.116	Retirement	76,550.00	.00	76,550.00	5,608.26	.00	28,271.31	48,278.69	37	29,130
408.125	SCMIT Worker's Comp Ins.	2,110.00	.00	2,110.00	.00	.00	2,345.98	(235.98)	111	2,490
410.001	Health Claims Cost	52,964.00	.00	52,964.00	4,538.60	.00	24,453.96	28,510.04	46	20,610
410.002	Health Claim Costs-Retire	399.00	.00	399.00	136.44	.00	818.64	(419.64)	205	550
500.101	Supplies and Materials	5,000.00	.00	5,000.00	238.78	.00	1,617.42	3,382.58	32	2,840
500.102	Equipment	1,000.00	.00	1,000.00	.00	.00	169.58	830.42	17	480
500.103	Furniture	200.00	.00	200.00	.00	(400.00)	390.61	209.39	-5	
610.111	Communications- Landline	3,500.00	.00	3,500.00	147.83	.00	1,319.62	2,180.38	38	1,300
610.112	Postage	4,700.00	.00	4,700.00	1,180.25	.00	6,728.26	(2,028.26)	143	2,010
610.1110	Communications- Wireless	2,000.00	.00	2,000.00	46.34	.00	185.50	1,814.50	9	180
640.124	Travel Expense	2,500.00	.00	2,500.00	214.78	(1,685.00)	1,249.21	2,935.79	-17	160



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 04 - Finance										
650.127	Electricity	3,747.00	.00	3,747.00	138.62	.00	911.71	2,835.29	24	88%
650.128	Water	352.00	.00	352.00	33.41	.00	165.56	186.44	47	14%
650.129	Wastewater	490.00	.00	490.00	42.72	.00	214.61	275.39	44	19%
650.130	Sanitation	903.00	.00	903.00	73.06	.00	365.30	537.70	40	36%
650.133	Stormwater	599.00	.00	599.00	48.47	.00	242.35	356.65	40	24%
650.134	Security Lights	1,668.00	.00	1,668.00	135.00	.00	675.00	993.00	40	67%
650.1271	Electricity- Sales Tax	103.00	.00	103.00	5.98	.00	39.75	63.25	39	3%
660.105	COVID-19 Pandemic Expense	1,000.00	.00	1,000.00	.00	.00	312.11	687.89	31	1,02%
670.156	Equipment Rental/Lease	8,500.00	.00	8,500.00	778.68	.00	3,908.88	4,591.12	46	3,90%
685.180	Membership Dues and Fees	1,800.00	.00	1,800.00	125.00	.00	295.00	1,505.00	16	
685.182	Other Operating Expenses	6,000.00	.00	6,000.00	1,864.12	.00	11,669.40	(5,669.40)	194	69%
685.184	Continuing Education	1,500.00	.00	1,500.00	.00	(1,745.00)	2,045.15	1,199.85	20	
685.186	Training	1,250.00	.00	1,250.00	.00	(450.00)	760.00	940.00	25	
685.1801	Subscriptions	550.00	.00	550.00	.00	.00	.00	550.00	0	
686.187	Professional Services	.00	.00	.00	.00	.00	.00	.00	+++	7,52%
686.189	Employee Medical	400.00	.00	400.00	.00	.00	.00	400.00	0	12%
686.195	Repair/Maint Svc Contract	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.1895	Employee wellness services	6,250.00	.00	6,250.00	.00	.00	1,521.16	4,728.84	24	1,55%
795.001	IT Internal Allocations	25,976.00	.00	25,976.00	1,776.46	.00	8,145.23	17,830.77	31	5,27%
795.995	GF Cost Distribution	(284,260.00)	.00	(284,260.00)	(23,688.33)	.00	(118,441.65)	(165,818.35)	42	(113,166%
Department 04 - Finance Totals		\$426,372.00	\$0.00	\$426,372.00	\$35,258.99	(\$4,280.00)	\$179,404.05	\$251,247.95	41%	\$171,36%
Department 05 - Police										
Sub Department 05 - Police Staff Services										
400.101	Regular Pay	1,914,600.00	.00	1,914,600.00	143,968.03	.00	719,199.43	1,195,400.57	38	661,72%
401.103	Overtime	105,000.00	.00	105,000.00	8,429.13	.00	33,774.58	71,225.42	32	32,12%
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	2,200.00	3,000.00	42	2,20%
405.114	FICA	154,897.00	.00	154,897.00	11,117.53	.00	54,728.03	100,168.97	35	50,41%
406.116	Retirement	388,571.00	.00	388,571.00	25,425.19	.00	131,938.75	256,632.25	34	125,45%
408.125	SCMIT Worker's Comp Ins.	95,324.00	.00	95,324.00	.00	.00	60,144.53	35,179.47	63	63,83%
410.001	Health Claims Cost	297,805.00	.00	297,805.00	21,570.46	.00	109,518.48	188,286.52	37	105,37%
410.002	Health Claim Costs-Retire	47,331.00	.00	47,331.00	3,619.90	.00	21,926.20	25,404.80	46	23,26%
500.101	Supplies and Materials	20,005.00	.00	20,005.00	1,403.89	.00	9,410.27	10,594.73	47	4,23%
500.102	Equipment	9,300.00	.00	9,300.00	540.03	.00	1,981.81	7,318.19	21	13%
500.103	Furniture	700.00	.00	700.00	.00	.00	.00	700.00	0	
501.101	Uniforms and Clothing	47,900.00	.00	47,900.00	1,382.31	8,836.08	13,650.82	25,413.10	47	3,74%
610.111	Communications- Landline	7,000.00	.00	7,000.00	346.07	.00	3,032.68	3,967.32	43	3,11%
610.112	Postage	500.00	.00	500.00	.00	.00	.00	500.00	0	8%
610.1110	Communications- Wireless	58,200.00	.00	58,200.00	5,081.54	6,420.73	25,853.72	25,925.55	55	24,25%



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 05 - Police Staff Services										
620.114	Advertising	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	14:
640.124	Travel Expense	10,574.00	.00	10,574.00	183.00	.00	1,496.97	9,077.03	14	(559
650.127	Electricity	28,539.00	.00	28,539.00	1,572.87	.00	11,217.54	17,321.46	39	11,46:
650.128	Water	2,555.00	.00	2,555.00	232.47	.00	1,373.75	1,181.25	54	1,07:
650.129	Wastewater	2,487.00	.00	2,487.00	200.11	.00	999.83	1,487.17	40	1,05:
650.130	Sanitation	2,255.00	.00	2,255.00	182.46	.00	912.30	1,342.70	40	91:
650.133	Stormwater	2,449.00	.00	2,449.00	198.20	.00	991.00	1,458.00	40	99:
650.134	Security Lights	3,830.00	.00	3,830.00	309.89	.00	1,549.45	2,280.55	40	1,54:
650.1271	Electricity- Sales Tax	1,094.00	.00	1,094.00	61.72	.00	433.02	660.98	40	43:
660.105	COVID-19 Pandemic Expense	1,500.00	.00	1,500.00	720.00	.00	3,600.00	(2,100.00)	240	30:
660.133	Repairs & Maint. Services	23,500.00	.00	23,500.00	910.30	.00	2,175.28	21,324.72	9	3,15:
660.139	Fleet Services-RTA Mtce Allocation	12,145.00	.00	12,145.00	778.55	.00	6,232.04	5,912.96	51	6,17:
660.145	Gasoline & Oil	74,589.00	.00	74,589.00	8,251.10	.00	29,939.04	44,649.96	40	19,34:
660.1391	Fleet Services -Departmental Expense Allocation	23,682.00	.00	23,682.00	3,434.35	.00	21,897.59	1,784.41	92	11,56:
660.1392	Fleet Svcs- Outside Vends	16,435.00	.00	16,435.00	5,414.07	.00	16,070.85	364.15	98	9,08:
670.156	Equipment Rental/Lease	8,300.00	.00	8,300.00	423.23	.00	2,913.72	5,386.28	35	3,01:
682.1721	Prisoner Housing	70,000.00	.00	70,000.00	.00	10,000.00	8,442.00	51,558.00	26	24,43:
685.180	Membership Dues and Fees	1,815.00	.00	1,815.00	100.00	.00	630.00	1,185.00	35	94:
685.182	Other Operating Expenses	5,900.00	.00	5,900.00	.00	.00	2,312.73	3,587.27	39	1,17:
685.184	Continuing Education	3,000.00	.00	3,000.00	.00	.00	2,000.00	1,000.00	67	
685.186	Training	7,271.00	.00	7,271.00	.00	.00	2,081.23	5,189.77	29	
685.187	Special Projects	5,500.00	.00	5,500.00	132.30	.00	205.95	5,294.05	4	36:
685.189	Reserve Program	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.1801	Subscriptions	5,540.00	.00	5,540.00	363.16	.00	1,513.92	4,026.08	27	62:
685.1861	Law Enforce Accreditation/Policy	4,000.00	.00	4,000.00	.00	.00	3,961.65	38.35	99	2,08:
686.184	Technology Services	38,871.00	.00	38,871.00	.00	.00	.00	38,871.00	0	
686.189	Employee Medical	14,550.00	.00	14,550.00	.00	.00	250.00	14,300.00	2	80:
686.194	Other Prof/Tech Services	75,000.00	.00	75,000.00	37,500.00	37,500.00	37,500.00	.00	100	
686.195	Repair/Maint Svc Contract	36,200.00	.00	36,200.00	691.64	(27,739.18)	38,975.64	24,963.54	31	11,47:
686.1895	Employee wellness services	15,000.00	.00	15,000.00	.00	.00	5,324.05	9,675.95	35	5,44:
687.203	Contract Services	13,000.00	.00	13,000.00	659.95	.00	2,949.46	10,050.54	23	3,30:
795.001	IT Internal Allocations	55,000.00	.00	55,000.00	1,776.46	.00	8,145.21	46,854.79	15	7,38:
795.010	911 Expense Billing	(1,900.00)	.00	(1,900.00)	(314.60)	.00	(629.20)	(1,270.80)	33	(629
Sub Department 05 - Police Staff Services Totals		\$3,719,014.00	\$0.00	\$3,719,014.00	\$287,065.31	\$35,017.63	\$1,402,824.32	\$2,281,172.05	39%	\$1,227,08:
Sub Department 07 - Victim's Advocate										
400.101	Regular Pay	33,970.00	.00	33,970.00	3,134.25	.00	14,018.33	19,951.67	41	12,58:
401.103	Overtime	2,000.00	.00	2,000.00	.00	.00	169.13	1,830.87	8	



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 07 - Victim's Advocate										
405.114	FICA	2,599.00	.00	2,599.00	230.63	.00	1,035.07	1,563.93	40	91
406.116	Retirement	6,536.00	.00	6,536.00	434.61	.00	2,137.70	4,398.30	33	1,930
408.125	SCMIT Worker's Comp Ins.	1,823.00	.00	1,823.00	.00	.00	521.32	1,301.68	29	55
410.001	Health Claims Cost	1,331.00	.00	1,331.00	440.24	.00	2,201.20	(870.20)	165	2,20
500.101	Supplies and Materials	1,000.00	.00	1,000.00	360.40	.00	360.40	639.60	36	200
501.101	Uniforms and Clothing	400.00	.00	400.00	.00	.00	.00	400.00	0	
610.111	Communications- Landline	180.00	.00	180.00	5.08	.00	59.20	120.80	33	50
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	
610.1110	Communications- Wireless	1,300.00	.00	1,300.00	99.26	72.18	455.16	772.66	41	430
640.124	Travel Expense	400.00	.00	400.00	.00	.00	.00	400.00	0	
660.133	Repairs & Maint. Services	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.139	Fleet Services-RTA Mtce Allocation	200.00	.00	200.00	.00	.00	.00	200.00	0	
660.145	Gasoline & Oil	920.00	.00	920.00	41.71	.00	166.21	753.79	18	22
660.1391	Fleet Services -Departmental Expense Allocation	287.00	.00	287.00	47.81	.00	260.12	26.88	91	130
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.180	Membership Dues and Fees	75.00	.00	75.00	.00	.00	.00	75.00	0	
685.182	Other Operating Expenses	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	(150
685.187	Special Projects	200.00	.00	200.00	.00	.00	.00	200.00	0	
686.189	Employee Medical	425.00	.00	425.00	.00	.00	125.00	300.00	29	
686.195	Repair/Maint Svc Contract	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.1895	Employee wellness services	.00	.00	.00	.00	.00	152.12	(152.12)	+++	150
795.001	IT Internal Allocations	4,500.00	.00	4,500.00	253.78	.00	1,163.60	3,336.40	26	1,050
Sub Department 07 - Victim's Advocate Totals		\$61,146.00	\$0.00	\$61,146.00	\$5,047.77	\$72.18	\$22,824.56	\$38,249.26	37%	\$20,310
Sub Department 26 - Grants										
500.101	Supplies and Materials	1,350.00	.00	1,350.00	.00	.00	.00	1,350.00	0	10
501.101	Uniforms and Clothing	800.00	.00	800.00	.00	.00	380.10	419.90	48	
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	274.26	143.99	1,212.89	1,643.12	45	1,180
640.124	Travel Expense	800.00	.00	800.00	.00	.00	1,835.73	(1,035.73)	229	
660.133	Repairs & Maint. Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
660.139	Fleet Services-RTA Mtce Allocation	417.00	.00	417.00	.00	.00	444.75	(27.75)	107	230
660.145	Gasoline & Oil	3,217.00	.00	3,217.00	103.18	.00	339.14	2,877.86	11	1,080
660.1391	Fleet Services -Departmental Expense Allocation	839.00	.00	839.00	58.96	.00	389.56	449.44	46	440
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	383.00	(383.00)	+++	
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.186	Training	600.00	.00	600.00	.00	.00	.00	600.00	0	
685.187	Special Projects	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 26 - Grants Totals		\$15,523.00	\$0.00	\$15,523.00	\$436.40	\$143.99	\$4,985.17	\$10,393.84	33%	\$2,96
Department 05 - Police Totals		\$3,795,683.00	\$0.00	\$3,795,683.00	\$292,549.48	\$35,233.80	\$1,430,634.05	\$2,329,815.15	39%	\$1,250,36
Department 09 - Planning & Community Development										
400.101	Regular Pay	356,612.00	.00	356,612.00	29,383.99	.00	129,319.27	227,292.73	36	145,79
401.103	Overtime	2,287.00	.00	2,287.00	217.53	.00	755.09	1,531.91	33	82
405.114	FICA	27,456.00	.00	27,456.00	2,177.88	.00	9,473.31	17,982.69	35	10,39
406.116	Retirement	59,434.00	.00	59,434.00	4,424.77	.00	20,451.36	38,982.64	34	23,20
408.125	SCMIT Worker's Comp Ins.	3,095.00	.00	3,095.00	.00	.00	2,063.58	1,031.42	67	2,19
410.001	Health Claims Cost	60,010.00	.00	60,010.00	3,666.40	.00	17,487.98	42,522.02	29	24,80
500.101	Supplies and Materials	3,095.00	.00	3,095.00	258.98	.00	1,511.16	1,583.84	49	1,10
500.102	Equipment	3,600.00	.00	3,600.00	.00	.00	2,852.24	747.76	79	2,13
500.103	Furniture	200.00	.00	200.00	.00	.00	.00	200.00	0	5
500.105	Printing and Binding	2,320.00	.00	2,320.00	.00	.00	194.25	2,125.75	8	29
610.111	Communications- Landline	2,000.00	.00	2,000.00	97.08	.00	728.55	1,271.45	36	71
610.112	Postage	1,540.00	.00	1,540.00	134.54	.00	912.53	627.47	59	19
610.1110	Communications- Wireless	1,800.00	.00	1,800.00	231.18	.00	841.85	958.15	47	87
620.114	Advertising	3,262.00	.00	3,262.00	168.00	.00	938.00	2,324.00	29	1,46
640.124	Travel Expense	3,386.00	.00	3,386.00	.00	.00	343.58	3,042.42	10	
650.127	Electricity	2,498.00	.00	2,498.00	92.42	.00	607.83	1,890.17	24	58
650.128	Water	234.00	.00	234.00	22.28	.00	110.38	123.62	47	9
650.129	Wastewater	327.00	.00	327.00	28.48	.00	143.07	183.93	44	13
650.130	Sanitation	602.00	.00	602.00	48.71	.00	243.55	358.45	40	24
650.133	Stormwater	399.00	.00	399.00	32.31	.00	161.55	237.45	40	16
650.134	Security Lights	1,112.00	.00	1,112.00	90.00	.00	450.00	662.00	40	45
650.1271	Electricity- Sales Tax	69.00	.00	69.00	3.99	.00	26.50	42.50	38	2
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	72.03	(72.03)	+++	
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	17
660.133	Repairs & Maint. Services	927.00	.00	927.00	.00	.00	.00	927.00	0	
660.139	Fleet Services-RTA Mtce Allocation	43.00	.00	43.00	.00	.00	508.18	(465.18)	1182	2
660.145	Gasoline & Oil	2,616.00	.00	2,616.00	311.09	.00	922.58	1,693.42	35	55
660.1391	Fleet Services -Departmental Expense Allocation	753.00	.00	753.00	105.18	.00	737.26	15.74	98	36
670.156	Equipment Rental/Lease	7,500.00	.00	7,500.00	.00	.00	3,203.02	4,296.98	43	3,57
685.180	Membership Dues and Fees	1,623.00	.00	1,623.00	132.00	.00	132.00	1,491.00	8	
685.182	Other Operating Expenses	600.00	.00	600.00	423.67	.00	682.00	(82.00)	114	33
685.184	Continuing Education	450.00	.00	450.00	126.94	.00	126.94	323.06	28	
685.186	Training	4,221.00	.00	4,221.00	795.00	.00	7,553.00	(3,332.00)	179	(250
685.192	KGB Operations	.00	.00	.00	.00	.00	838.18	(838.18)	+++	
686.189	Employee Medical	.00	.00	.00	60.00	.00	60.00	(60.00)	+++	



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 09 - Planning & Community Development										
686.191	Contract Services/Studies	427,000.00	.00	427,000.00	1,515.00	45,985.00	21,456.21	359,558.79	16	
686.1895	Employee wellness services	.00	.00	.00	.00	.00	760.58	(760.58)	+++	77%
795.001	IT Internal Allocations	18,375.00	.00	18,375.00	761.34	.00	3,490.80	14,884.20	19	3,160
Department 09 - Planning & Community Development Totals		\$999,446.00	\$0.00	\$999,446.00	\$45,308.76	\$45,985.00	\$230,158.41	\$723,302.59	28%	\$224,480
Department 10 - Municipal Court										
400.101	Regular Pay	128,437.00	.00	128,437.00	12,008.98	.00	54,667.55	73,769.45	43	47,460
401.103	Overtime	4,639.00	.00	4,639.00	293.58	.00	1,676.71	2,962.29	36	2,290
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	2,100.00	3,100.00	40	2,200
405.114	FICA	10,578.00	.00	10,578.00	955.45	.00	4,414.84	6,163.16	42	3,840
406.116	Retirement	22,037.00	.00	22,037.00	1,786.87	.00	8,902.96	13,134.04	40	8,040
408.125	SCMIT Worker's Comp Ins.	591.00	.00	591.00	.00	.00	1,281.60	(690.60)	217	1,360
410.001	Health Claims Cost	12,226.00	.00	12,226.00	457.82	.00	2,515.18	9,710.82	21	6,040
500.101	Supplies and Materials	2,000.00	.00	2,000.00	287.69	.00	1,159.83	840.17	58	1,120
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
610.111	Communications- Landline	550.00	.00	550.00	15.24	.00	177.58	372.42	32	170
610.112	Postage	2,000.00	.00	2,000.00	186.58	.00	1,401.62	598.38	70	600
610.1110	Communications- Wireless	350.00	.00	350.00	.00	.00	.00	350.00	0	
640.124	Travel Expense	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	
650.127	Electricity	5,307.00	.00	5,307.00	292.49	.00	2,085.98	3,221.02	39	2,130
650.128	Water	389.00	.00	389.00	35.45	.00	209.48	179.52	54	160
650.129	Wastewater	379.00	.00	379.00	30.51	.00	152.44	226.56	40	160
650.130	Sanitation	119.00	.00	119.00	9.67	.00	48.35	70.65	41	40
650.133	Stormwater	214.00	.00	214.00	17.39	.00	86.95	127.05	41	80
650.134	Security Lights	471.00	.00	471.00	38.11	.00	190.55	280.45	40	190
650.1271	Electricity- Sales Tax	203.00	.00	203.00	11.48	.00	80.53	122.47	40	80
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	.00	.00	226.91	273.09	45	70
660.133	Repairs & Maint. Services	2,000.00	.00	2,000.00	6.05	.00	664.50	1,335.50	33	190
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.145	Gasoline & Oil	672.00	.00	672.00	40.67	.00	192.52	479.48	29	120
660.1391	Fleet Services -Departmental Expense Allocation	288.00	.00	288.00	31.87	.00	173.41	114.59	60	140
670.156	Equipment Rental/Lease	2,200.00	.00	2,200.00	172.04	.00	710.70	1,489.30	32	900
685.180	Membership Dues and Fees	100.00	.00	100.00	.00	.00	.00	100.00	0	
685.182	Other Operating Expenses	3,600.00	.00	3,600.00	.00	.00	660.00	2,940.00	18	(741)
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.187	Professional Services	27,800.00	.00	27,800.00	14,793.43	12,000.00	15,543.43	256.57	99	1,810
686.189	Employee Medical	200.00	.00	200.00	.00	.00	.00	200.00	0	
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	60.41	.00	313.39	1,686.61	16	1,040



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 10 - Municipal Court										
686.1895	Employee wellness services	1,500.00	.00	1,500.00	.00	.00	456.34	1,043.66	30	460
795.001	IT Internal Allocations	22,093.00	.00	22,093.00	1,268.90	.00	5,818.00	16,275.00	26	5,270
Department 10 - Municipal Court Totals		\$261,743.00	\$0.00	\$261,743.00	\$33,200.68	\$12,000.00	\$105,911.35	\$143,831.65	45%	\$85,330
Department 11 - Fire										
400.101	Regular Pay	1,467,461.00	.00	1,467,461.00	119,413.63	.00	574,446.59	893,014.41	39	516,200
401.103	Overtime	99,500.00	.00	99,500.00	18,244.29	.00	45,327.20	54,172.80	46	34,400
402.111	Volunteer Employees	3,000.00	.00	3,000.00	45.00	.00	180.00	2,820.00	6	130
405.114	FICA	119,873.00	.00	119,873.00	9,977.19	.00	44,297.91	75,575.09	37	38,660
406.116	Retirement	301,483.00	.00	301,483.00	26,639.93	.00	114,684.88	186,798.12	38	99,110
408.125	SCMIT Worker's Comp Ins.	64,055.00	.00	64,055.00	260.07	.00	33,088.60	30,966.40	52	39,720
410.001	Health Claims Cost	284,145.00	.00	284,145.00	20,104.24	.00	102,256.26	181,888.74	36	107,100
410.002	Health Claim Costs-Retire	26,591.00	.00	26,591.00	3,328.56	.00	21,703.38	4,887.62	82	17,570
500.101	Supplies and Materials	16,700.00	.00	16,700.00	2,524.80	.00	7,997.69	8,702.31	48	4,810
500.102	Equipment	32,600.00	.00	32,600.00	479.47	11,239.26	7,661.18	13,699.56	58	12,260
500.103	Furniture	6,200.00	.00	6,200.00	555.39	.00	2,394.98	3,805.02	39	4,110
500.105	Printing and Binding	500.00	.00	500.00	.00	.00	178.34	321.66	36	
500.107	Technology Supplies	8,052.00	.00	8,052.00	117.95	.00	1,200.73	6,851.27	15	1,720
501.101	Uniforms and Clothing	28,900.00	.00	28,900.00	877.51	8,188.50	6,582.61	14,128.89	51	4,390
515.121	Safety Supplies	9,000.00	.00	9,000.00	.00	.00	129.29	8,870.71	1	7,290
515.128	Medical Supplies	14,000.00	.00	14,000.00	1,176.13	.00	8,703.50	5,296.50	62	2,910
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	10,000.00	.00	.00	344.14	9,655.86	3	1,620
610.111	Communications- Landline	6,500.00	.00	6,500.00	409.19	.00	3,071.25	3,428.75	47	3,000
610.112	Postage	700.00	.00	700.00	.00	.00	193.98	506.02	28	250
610.1110	Communications- Wireless	30,000.00	.00	30,000.00	4,525.09	13,157.40	12,491.30	4,351.30	85	12,070
620.114	Advertising	750.00	.00	750.00	.00	.00	.00	750.00	0	
630.121	Fire Prevention Materials	9,000.00	.00	9,000.00	1,161.76	.00	6,067.29	2,932.71	67	1,440
640.124	Travel Expense	7,442.00	.00	7,442.00	.00	.00	1,438.00	6,004.00	19	
650.127	Electricity	15,318.00	.00	15,318.00	1,085.67	.00	5,178.78	10,139.22	34	5,050
650.128	Water	3,511.00	.00	3,511.00	537.50	.00	1,654.01	1,856.99	47	1,350
650.129	Wastewater	2,365.00	.00	2,365.00	217.34	.00	1,143.70	1,221.30	48	960
650.130	Sanitation	973.00	.00	973.00	78.76	.00	393.80	579.20	40	390
650.133	Stormwater	1,435.00	.00	1,435.00	116.10	.00	580.50	854.50	40	580
650.134	Security Lights	1,866.00	.00	1,866.00	151.00	.00	755.00	1,111.00	40	750
650.1271	Electricity- Sales Tax	401.00	.00	401.00	24.96	.00	151.01	249.99	38	150
660.103	Emergency Preparedness	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
660.105	COVID-19 Pandemic Expense	20,000.00	.00	20,000.00	20.42	.00	1,196.70	18,803.30	6	9,170
660.133	Repairs & Maint. Services	20,000.00	10,040.00	30,040.00	1,268.11	6,640.00	10,080.19	13,319.81	56	5,600
660.139	Fleet Services-RTA Mtce Allocation	25,328.00	.00	25,328.00	1,551.61	.00	9,685.90	15,642.10	38	13,620



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
660.145	Gasoline & Oil	24,718.00	.00	24,718.00	2,780.81	.00	11,260.54	13,457.46	46	7,221
660.1391	Fleet Services -Departmental Expense Allocation	7,430.00	.00	7,430.00	920.78	.00	5,035.00	2,395.00	68	3,621
660.1392	Fleet Svcs- Outside Vends	40,000.00	.00	40,000.00	455.00	.00	9,004.52	30,995.48	23	17,841
670.156	Equipment Rental/Lease	8,500.00	(2,000.00)	6,500.00	387.40	.00	1,891.68	4,608.32	29	1,731
682.169	Laundry & Linen	2,000.00	.00	2,000.00	57.24	.00	421.37	1,578.63	21	381
685.180	Membership Dues and Fees	2,218.00	.00	2,218.00	225.00	.00	238.00	1,980.00	11	141
685.182	Other Operating Expenses	3,000.00	.00	3,000.00	57.58	.00	561.11	2,438.89	19	351
685.184	Continuing Education	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
685.186	Training	23,799.00	.00	23,799.00	1,299.35	.00	4,622.59	19,176.41	19	5,691
685.1801	Subscriptions	14,868.00	.00	14,868.00	.00	.00	7,141.08	7,726.92	48	7,241
686.189	Employee Medical	13,500.00	.00	13,500.00	8,284.00	.00	8,344.00	5,156.00	62	7,811
686.195	Repair/Maint Svc Contract	60,286.00	.00	60,286.00	2,501.16	.00	15,506.26	44,779.74	26	7,181
686.1895	Employee wellness services	13,000.00	.00	13,000.00	.00	.00	4,563.47	8,436.53	35	4,661
795.001	IT Internal Allocations	26,511.00	.00	26,511.00	1,522.68	.00	6,981.60	19,529.40	26	6,321
Department 11 - Fire Totals		\$2,884,979.00	\$8,040.00	\$2,893,019.00	\$233,382.67	\$39,225.16	\$1,100,829.91	\$1,752,963.93	39%	\$1,016,761
Department 12 - Public Works										
400.101	Regular Pay	556,923.00	.00	556,923.00	39,951.03	.00	182,829.18	374,093.82	33	142,001
401.103	Overtime	10,644.00	.00	10,644.00	(125.30)	.00	4,729.25	5,914.75	44	3,121
405.114	FICA	43,419.00	.00	43,419.00	2,789.76	.00	13,208.06	30,210.94	30	10,231
406.116	Retirement	93,989.00	.00	93,989.00	5,492.97	.00	28,608.65	65,380.35	30	22,431
408.125	SCMIT Worker's Comp Ins.	20,861.00	.00	20,861.00	1,807.35	.00	18,387.77	2,473.23	88	17,471
410.001	Health Claims Cost	77,954.00	.00	77,954.00	6,353.52	.00	35,199.84	42,754.16	45	29,921
410.002	Health Claim Costs-Retire	38,912.00	.00	38,912.00	2,710.42	.00	12,127.44	26,784.56	31	20,581
500.101	Supplies and Materials	10,000.00	.00	10,000.00	874.22	.00	4,845.67	5,154.33	48	4,871
500.102	Equipment	6,500.00	.00	6,500.00	.00	.00	5,058.25	1,441.75	78	631
500.103	Furniture	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	481
500.105	Printing and Binding	1,500.00	.00	1,500.00	267.44	.00	520.95	979.05	35	1,391
501.101	Uniforms and Clothing	16,000.00	.00	16,000.00	2,378.16	563.12	6,634.67	8,802.21	45	3,921
513.112	Asphalt/Concrete/Gravel	15,000.00	87,000.00	102,000.00	175.00	.00	2,265.01	99,734.99	2	5,011
515.121	Safety Supplies	4,000.00	.00	4,000.00	278.49	.00	278.49	3,721.51	7	681
610.111	Communications- Landline	3,500.00	.00	3,500.00	279.08	.00	1,799.42	1,700.58	51	1,761
610.112	Postage	100.00	.00	100.00	.00	.00	16.02	83.98	16	
610.1110	Communications- Wireless	5,150.00	.00	5,150.00	327.06	.00	1,128.75	4,021.25	22	791
620.114	Advertising	750.00	.00	750.00	.00	.00	84.00	666.00	11	71
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	21
650.127	Electricity	1,179.00	.00	1,179.00	81.21	.00	496.79	682.21	42	381
650.128	Water	485.00	.00	485.00	46.84	.00	228.75	256.25	47	191
650.129	Wastewater	640.00	.00	640.00	56.67	.00	280.81	359.19	44	251



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 12 - Public Works										
650.130	Sanitation	470.00	.00	470.00	38.04	.00	190.20	279.80	40	190.20
650.133	Stormwater	430.00	.00	430.00	34.87	.00	174.35	255.65	41	174.35
650.134	Security Lights	550.00	.00	550.00	44.54	.00	222.70	327.30	40	222.70
650.1271	Electricity- Sales Tax	4.00	.00	4.00	.13	.00	1.03	2.97	26	.13
660.105	COVID-19 Pandemic Expense	3,440.00	.00	3,440.00	162.40	.00	1,361.20	2,078.80	40	69.00
660.133	Repairs & Maint. Services	10,000.00	.00	10,000.00	289.76	.00	4,882.36	5,117.64	49	3,470.00
660.139	Fleet Services-RTA Mtce Allocation	12,208.00	.00	12,208.00	521.52	.00	2,579.35	9,628.65	21	5,910.00
660.145	Gasoline & Oil	22,838.00	.00	22,838.00	2,892.09	.00	10,190.70	12,647.30	45	5,660.00
660.1391	Fleet Services -Departmental Expense Allocation	20,898.00	.00	20,898.00	2,918.04	.00	17,504.94	3,393.06	84	10,070.00
660.1392	Fleet Svcs- Outside Vends	1,656.00	.00	1,656.00	.00	.00	892.51	763.49	54	930.00
663.142	Street Sign Maintenance	4,000.00	.00	4,000.00	.00	.00	1,491.39	2,508.61	37	1,590.00
663.148	Maintenance of Parks	15,000.00	.00	15,000.00	1,162.27	.00	6,084.89	8,915.11	41	1,710.00
670.156	Equipment Rental/Lease	3,000.00	(1,293.00)	1,707.00	273.98	.00	1,350.74	356.26	79	1,330.00
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	118.00	82.00	59	140.00
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	375.07	1,124.93	25	600.00
685.186	Training	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
685.192	KGB Operations	6,000.00	.00	6,000.00	83.96	.00	809.24	5,190.76	13	2,890.00
685.1921	KGB grant expenses	6,000.00	.00	6,000.00	386.62	.00	1,796.81	4,203.19	30	2,680.00
686.187	Professional Services	5,000.00	.00	5,000.00	.00	6,332.70	1,999.80	(3,332.50)	167	1,990.00
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	240.00
686.195	Repair/Maint Svc Contract	10,000.00	.00	10,000.00	151.50	891.00	4,102.14	5,006.86	50	5,860.00
686.1895	Employee wellness services	3,505.00	.00	3,505.00	.00	.00	2,129.62	1,375.38	61	2,170.00
687.203	Contract Services	35,000.00	.00	35,000.00	2,016.00	.00	14,390.14	20,609.86	41	9,560.00
687.204	Janitorial Services	4,200.00	.00	4,200.00	336.90	.00	1,684.50	2,515.50	40	1,170.00
795.001	IT Internal Allocations	6,277.00	.00	6,277.00	507.56	.00	2,327.21	3,949.79	37	2,100.00
Department 12 - Public Works Totals		\$1,082,582.00	\$85,707.00	\$1,168,289.00	\$75,564.10	\$7,786.82	\$395,386.66	\$765,115.52	35%	\$327,780.00
Department 13 - Information Technology										
400.101	Regular Pay	86,273.00	.00	86,273.00	7,576.91	.00	35,258.18	51,014.82	41	41,280.00
405.114	FICA	6,600.00	.00	6,600.00	555.44	.00	2,564.19	4,035.81	39	3,050.00
406.116	Retirement	14,287.00	.00	14,287.00	1,113.68	.00	5,415.84	8,871.16	38	6,420.00
408.125	SCMIT Worker's Comp Ins.	397.00	.00	397.00	.00	.00	521.32	(124.32)	131	550.00
410.001	Health Claims Cost	8,064.00	.00	8,064.00	923.94	.00	4,619.70	3,444.30	57	3,350.00
500.101	Supplies and Materials	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
500.102	Equipment	10,000.00	.00	10,000.00	.00	.00	6,290.02	3,709.98	63	190.00
500.107	Technology Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
610.111	Communications- Landline	500.00	.00	500.00	15.24	.00	177.58	322.42	36	170.00
610.112	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
610.1110	Communications- Wireless	700.00	.00	700.00	46.34	.00	185.50	514.50	26	180.00



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 13 - Information Technology										
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	1,249.00	.00	1,249.00	46.21	.00	303.91	945.09	24	29%
650.128	Water	117.00	.00	117.00	11.14	.00	55.19	61.81	47	4%
650.129	Wastewater	163.00	.00	163.00	14.23	.00	71.53	91.47	44	6%
650.130	Sanitation	300.00	.00	300.00	24.34	.00	121.70	178.30	41	12%
650.133	Stormwater	1,235.00	.00	1,235.00	99.94	.00	499.70	735.30	40	49%
650.134	Security Lights	556.00	.00	556.00	45.00	.00	225.00	331.00	40	22%
650.1271	Electricity- Sales Tax	34.00	.00	34.00	1.99	.00	13.25	20.75	39	1%
685.180	Membership Dues and Fees	50.00	.00	50.00	.00	.00	.00	50.00	0	
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
686.184	Technology Services	144,000.00	.00	144,000.00	.00	11,497.79	59,125.61	73,376.60	49	58,86%
686.187	Professional Services	.00	.00	.00	.00	.00	.00	.00	+++	3,22%
686.194	Other Prof/Tech Services	6,000.00	.00	6,000.00	.00	.00	759.84	5,240.16	13	1,51%
686.195	Repair/Maint Svc Contract	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	
686.1895	Employee wellness services	600.00	.00	600.00	.00	.00	152.12	447.88	25	15%
795.001	IT Internal Allocations	(310,314.00)	.00	(310,314.00)	(25,378.07)	.00	(116,360.18)	(193,953.82)	37	(101,274)
Department 13 - Information Technology Totals		(\$12,639.00)	\$0.00	(\$12,639.00)	(\$14,903.67)	\$11,497.79	\$0.00	(\$24,136.79)	-91%	\$18,98%
Department 14 - Fleet Services										
400.101	Regular Pay	140,770.00	.00	140,770.00	12,726.54	.00	57,947.39	82,822.61	41	52,02%
401.103	Overtime	179.00	.00	179.00	.00	.00	.00	179.00	0	1%
405.114	FICA	10,783.00	.00	10,783.00	937.90	.00	4,236.75	6,546.25	39	3,73%
406.116	Retirement	23,341.00	.00	23,341.00	1,824.72	.00	8,821.38	14,519.62	38	8,02%
408.125	SCMIT Worker's Comp Ins.	4,941.00	.00	4,941.00	.00	.00	3,649.28	1,291.72	74	3,88%
410.001	Health Claims Cost	28,054.00	.00	28,054.00	1,964.90	.00	9,824.50	18,229.50	35	9,82%
410.002	Health Claim Costs-Retire	10,244.00	.00	10,244.00	774.78	.00	5,013.14	5,230.86	49	5,27%
500.101	Supplies and Materials	5,600.00	.00	5,600.00	.00	.00	2,386.04	3,213.96	43	96%
500.102	Equipment	1,500.00	.00	1,500.00	.00	.00	1,678.25	(178.25)	112	
500.105	Printing and Binding	500.00	.00	500.00	86.25	.00	86.25	413.75	17	
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	166.85	.00	735.14	3,264.86	18	85%
515.121	Safety Supplies	1,600.00	.00	1,600.00	483.04	.00	559.19	1,040.81	35	61%
610.111	Communications- Landline	1,500.00	.00	1,500.00	142.24	.00	890.94	609.06	59	87%
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	
610.1110	Communications- Wireless	600.00	.00	600.00	41.34	.00	165.50	434.50	28	16%
620.114	Advertising	100.00	.00	100.00	.00	.00	.00	100.00	0	
640.124	Travel Expense	500.00	.00	500.00	43.12	.00	43.12	456.88	9	2%
650.127	Electricity	10,680.00	.00	10,680.00	750.36	.00	4,617.99	6,062.01	43	3,45%
650.128	Water	485.00	.00	485.00	46.82	.00	228.64	256.36	47	19%
650.129	Wastewater	640.00	.00	640.00	56.63	.00	280.67	359.33	44	25%



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 14 - Fleet Services										
650.130	Sanitation	456.00	.00	456.00	36.90	.00	184.50	271.50	40	184
650.133	Stormwater	783.00	.00	783.00	63.41	.00	317.05	465.95	40	317
650.134	Security Lights	526.00	.00	526.00	42.57	.00	212.85	313.15	40	213
650.1271	Electricity- Sales Tax	492.00	.00	492.00	31.34	.00	210.10	281.90	43	147
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	6
660.133	Repairs & Maint. Services	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
660.139	Fleet Services-RTA Mtce Allocation	21.00	.00	21.00	.00	.00	326.73	(305.73)	1556	1
660.145	Gasoline & Oil	1,926.00	.00	1,926.00	132.65	.00	795.02	1,130.98	41	516
660.1391	Fleet Services -Departmental Expense Allocation	97.00	.00	97.00	.00	.00	206.25	(109.25)	213	51
662.140	Building Repairs	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,733
685.182	Other Operating Expenses	500.00	.00	500.00	211.98	.00	312.68	187.32	63	233
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.195	Repair/Maint Svc Contract	8,950.00	.00	8,950.00	60.60	356.40	5,672.33	2,921.27	67	4,433
686.1895	Employee wellness services	.00	.00	.00	.00	.00	304.24	(304.24)	+++	31
735.122	Services Billed	(252,900.00)	.00	(252,900.00)	(20,624.94)	.00	(112,875.78)	(140,024.22)	45	(73,169)
795.001	IT Internal Allocations	5,049.00	.00	5,049.00	507.58	.00	2,327.23	2,721.77	46	2,109
Department 14 - Fleet Services Totals		\$19,017.00	\$0.00	\$19,017.00	\$507.58	\$356.40	(\$842.63)	\$19,503.23	-3%	\$27,355
Department 20 - General Government										
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,000
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	103,200
410.002	Health Claim Costs-Retire	26,451.00	.00	26,451.00	(678.76)	.00	3,108.26	23,342.74	12	13,800
510.106	Cleaning & Sanitation Sup	2,200.00	.00	2,200.00	159.56	.00	551.34	1,648.66	25	270
600.110	SCMIRF Property/Liab Ins	231,501.00	.00	231,501.00	1,873.30	21,757.57	131,163.14	78,580.29	66	157,083
600.112	Survivors Health Ins	10,000.00	.00	10,000.00	583.24	.00	3,923.48	6,076.52	39	5,711
600.1051	Employee Wellness & Safety	20,700.00	.00	20,700.00	177.94	.00	3,145.41	17,554.59	15	3,500
600.1052	Unemployment Insurance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	7,283
620.114	Advertising	5,200.00	.00	5,200.00	.00	.00	168.00	5,032.00	3	7
640.124	Travel Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
650.133	Stormwater	812.00	.00	812.00	65.71	.00	328.55	483.45	40	328
660.105	COVID-19 Pandemic Expense	10,560.00	.00	10,560.00	456.40	.00	3,543.40	7,016.60	34	26,400
660.133	Repairs & Maint. Services	5,000.00	.00	5,000.00	.00	.00	701.83	4,298.17	14	10
685.180	Membership Dues and Fees	3,500.00	.00	3,500.00	.00	.00	90.10	3,409.90	3	471
685.182	Other Operating Expenses	19,500.00	.00	19,500.00	65.28	3,375.00	3,774.08	12,350.92	37	4,663
685.1822	City Hall - Temporary Locations	103,824.00	.00	103,824.00	8,652.00	.00	51,912.00	51,912.00	50	51,911
686.186	Legal Services	50,000.00	.00	50,000.00	8,324.85	27,306.64	34,245.73	(11,552.37)	123	23,170
686.187	Professional Services	12,000.00	.00	12,000.00	.00	.00	9,690.86	2,309.14	81	11,000
686.189	Employee Medical	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.192	Elections	10,500.00	.00	10,500.00	6,218.86	.00	6,218.86	4,281.14	59	



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 20 - General Government										
686.194	Other Prof/Tech Services	.00	.00	.00	.00	.00	1,500.00	(1,500.00)	+++	1,500.00
686.195	Repair/Maint Svc Contract	5,860.00	.00	5,860.00	202.96	.00	605.93	5,254.07	10	49,000.00
686.196	Bank Charges/Fees	20,000.00	.00	20,000.00	220.20	.00	1,715.34	18,284.66	9	4,360.00
686.199	Internal Engineering	33,000.00	.00	33,000.00	.00	.00	7,274.66	25,725.34	22	10,400.00
686.1871	Audit Services	45,000.00	.00	45,000.00	20,000.00	(15,000.00)	20,000.00	40,000.00	11	23,200.00
686.1895	Employee wellness services	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
687.204	Janitorial Services	9,000.00	.00	9,000.00	635.64	.00	3,628.20	5,371.80	40	3,290.00
691.002	Clearing Expense Account	.00	.00	.00	.00	.00	3,541.75	(3,541.75)	+++	
720.002	Unclaimed funds to the State	5,000.00	.00	5,000.00	.00	.00	1,926.73	3,073.27	39	2,350.00
795.995	GF Cost Distribution	(256,650.00)	.00	(256,650.00)	(21,387.50)	.00	(106,937.50)	(149,712.50)	42	(121,483.00)
Department 20 - General Government Totals		\$384,958.00	\$0.00	\$384,958.00	\$25,569.68	\$37,439.21	\$185,820.15	\$161,698.64	58%	\$334,160.00
Department 21 - Debt Service										
681.100	Capital Lease Principal	37,516.00	.00	37,516.00	36,634.03	.00	36,634.03	881.97	98	36,630.00
681.120	Capital Lease Interest	1,830.00	.00	1,830.00	2,712.99	.00	2,712.99	(882.99)	148	2,710.00
681.145	Fire Stat II Loan Principle	82,834.00	(82,834.00)	.00	.00	.00	.00	.00	+++	
681.146	Fire Stat II Loan Interest	48,525.00	(48,525.00)	.00	.00	.00	.00	.00	+++	
Department 21 - Debt Service Totals		\$170,705.00	(\$131,359.00)	\$39,346.00	\$39,347.02	\$0.00	\$39,347.02	(\$1.02)	100%	\$39,340.00
Department 22 - Other Financing Uses										
750.134	Transfer to Storm Water	309,418.00	.00	309,418.00	.00	.00	309,418.00	.00	100	
750.140	Transfer to Capital Projects Reserve Fund	892,272.00	.00	892,272.00	.00	.00	892,272.00	.00	100	
750.141	Transfer to Water Utility	471,400.00	.00	471,400.00	.00	.00	471,400.00	.00	100	
750.142	Transfer to Wastewater	11,553.00	.00	11,553.00	.00	.00	11,553.00	.00	100	
Department 22 - Other Financing Uses Totals		\$1,684,643.00	\$0.00	\$1,684,643.00	\$0.00	\$0.00	\$1,684,643.00	\$0.00	100%	\$0.00
EXPENSE TOTALS		\$12,166,663.00	(\$37,612.00)	\$12,129,051.00	\$802,875.60	\$186,222.06	\$5,528,939.74	\$6,413,889.20	47%	\$3,637,660.00
Fund 0010 - General Fund Totals										
REVENUE TOTALS		12,166,663.00	.00	12,166,663.00	366,049.62	.00	1,191,182.80	10,975,480.20	10%	1,493,740.00
EXPENSE TOTALS		12,166,663.00	(37,612.00)	12,129,051.00	802,875.60	186,222.06	5,528,939.74	6,413,889.20	47%	3,637,660.00
Fund 0010 - General Fund Totals		\$0.00	\$37,612.00	\$37,612.00	(\$436,825.98)	(\$186,222.06)	(\$4,337,756.94)	\$4,561,591.00		(\$2,143,923.00)
Fund 0011 - Debt Service										
REVENUE										
Department 00 - Revenue										
311.002	Property Taxes -Debt Mill	145,000.00	.00	145,000.00	2,459.30	.00	6,963.28	138,036.72	5	18,080.00
Department 00 - Revenue Totals		\$145,000.00	\$0.00	\$145,000.00	\$2,459.30	\$0.00	\$6,963.28	\$138,036.72	5%	\$18,080.00
REVENUE TOTALS		\$145,000.00	\$0.00	\$145,000.00	\$2,459.30	\$0.00	\$6,963.28	\$138,036.72	5%	\$18,080.00
EXPENSE										
Department 21 - Debt Service										
681.130	GO Bond Principal	.00	82,835.00	82,835.00	.00	.00	.00	82,835.00	0	



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0011 - Debt Service										
EXPENSE										
Department 21 - Debt Service										
681.140	GO Bond Interest	.00	48,525.00	48,525.00	.00	.00	.00	48,525.00	0	
750.124	Transfers to General Fund	145,000.00	(145,000.00)	.00	.00	.00	.00	.00	+++	
Department 21 - Debt Service Totals		\$145,000.00	(\$13,640.00)	\$131,360.00	\$0.00	\$0.00	\$0.00	\$131,360.00	0%	\$18,088.00
EXPENSE TOTALS		\$145,000.00	(\$13,640.00)	\$131,360.00	\$0.00	\$0.00	\$0.00	\$131,360.00	0%	\$18,088.00
Fund 0011 - Debt Service Totals										
REVENUE TOTALS		145,000.00	.00	145,000.00	2,459.30	.00	6,963.28	138,036.72	5%	18,088.00
EXPENSE TOTALS		145,000.00	(13,640.00)	131,360.00	.00	.00	.00	131,360.00	0%	
Fund 0011 - Debt Service Totals		\$0.00	\$13,640.00	\$13,640.00	\$2,459.30	\$0.00	\$6,963.28	\$6,676.72		\$18,088.00
Fund 0012 - Capital Projects Reserve Fund										
REVENUE										
Department 00 - Revenue										
392.004	From General Fund	892,272.00	.00	892,272.00	.00	.00	892,272.00	.00	100	
392.015	Transfer from Capital Projects Fund	419,478.00	.00	419,478.00	.00	.00	.00	419,478.00	0	
Department 00 - Revenue Totals		\$1,311,750.00	\$0.00	\$1,311,750.00	\$0.00	\$0.00	\$892,272.00	\$419,478.00	68%	\$1,311,750.00
REVENUE TOTALS		\$1,311,750.00	\$0.00	\$1,311,750.00	\$0.00	\$0.00	\$892,272.00	\$419,478.00	68%	\$1,311,750.00
EXPENSE										
Department 26 - Special Projects										
900.903	Sidewalk Program	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
900.904	Street Re-Surfacing Program	87,000.00	(87,000.00)	.00	.00	.00	.00	.00	+++	
900.3000	Buildings & Improvements	262,000.00	(51,400.00)	210,600.00	1,000.00	9,150.00	5,958.52	195,491.48	7	6,170.00
900.3950	Computer Software	20,000.00	.00	20,000.00	2,925.00	.00	2,925.00	17,075.00	15	
900.4100	Vehicles	91,250.00	.00	91,250.00	4,239.84	38,633.00	4,239.84	48,377.16	47	
900.4200	Heavy Equipment	550,000.00	.00	550,000.00	.00	.00	.00	550,000.00	0	
900.4300	Other Equipment	201,500.00	1,293.00	202,793.00	.00	24,814.39	24,383.18	153,595.43	24	
900.6000	Other Improvements	.00	43,360.00	43,360.00	.00	.00	.00	43,360.00	0	15,760.00
Department 26 - Special Projects Totals		\$1,311,750.00	(\$93,747.00)	\$1,218,003.00	\$8,164.84	\$72,597.39	\$37,506.54	\$1,107,899.07	9%	\$21,940.00
EXPENSE TOTALS		\$1,311,750.00	(\$93,747.00)	\$1,218,003.00	\$8,164.84	\$72,597.39	\$37,506.54	\$1,107,899.07	9%	\$21,940.00
Fund 0012 - Capital Projects Reserve Fund Totals										
REVENUE TOTALS		1,311,750.00	.00	1,311,750.00	.00	.00	892,272.00	419,478.00	68%	
EXPENSE TOTALS		1,311,750.00	(93,747.00)	1,218,003.00	8,164.84	72,597.39	37,506.54	1,107,899.07	9%	21,940.00
Fund 0012 - Capital Projects Reserve Fund Totals		\$0.00	\$93,747.00	\$93,747.00	(\$8,164.84)	(\$72,597.39)	\$854,765.46	(\$688,421.07)		(\$21,940.00)
Fund 0015 - Agency Fund										
REVENUE										
Department 00 - Revenue										
361.001	Investment Earnings	.00	.00	.00	3.06	.00	15.02	(15.02)	+++	4.00
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$3.06	\$0.00	\$15.02	(\$15.02)	+++	\$4.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0015 - Agency Fund										
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$3.06	\$0.00	\$15.02	(\$15.02)	+++	\$4,100
Fund 0015 - Agency Fund Totals										
	REVENUE TOTALS	.00	.00	.00	3.06	.00	15.02	(15.02)	+++	4,100
	EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	
Fund 0015 - Agency Fund Totals		\$0.00	\$0.00	\$0.00	\$3.06	\$0.00	\$15.02	(\$15.02)	+++	\$4,100
Fund 0017 - Federal Grants										
	REVENUE									
Department 00 - Revenue										
331.000	Federal Grants	.00	.00	.00	.00	.00	.00	.00	+++	(1,010)
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$1,010)
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$1,010)
	EXPENSE									
Department 69 - Federal Grants										
500.101	Supplies and Materials	.00	.00	.00	.00	.00	727.39	(727.39)	+++	
Department 69 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$727.39	(\$727.39)	+++	(\$727.39)
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$727.39	(\$727.39)	+++	(\$727.39)
Fund 0017 - Federal Grants Totals										
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	(1,010)
	EXPENSE TOTALS	.00	.00	.00	.00	.00	727.39	(727.39)	+++	
Fund 0017 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$727.39)	\$727.39		(\$1,010)
Fund 0018 - State and Local Grants										
	REVENUE									
Department 00 - Revenue										
331.070	Hazard Mitigation Grant	.00	.00	.00	.00	.00	19,933.77	(19,933.77)	+++	
332.000	State Grants	.00	.00	.00	.00	.00	.00	.00	+++	7,111
332.008	Other Local Grants	.00	.00	.00	992.27	.00	1,652.23	(1,652.23)	+++	3,161
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$992.27	\$0.00	\$21,586.00	(\$21,586.00)	+++	\$10,283
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$992.27	\$0.00	\$21,586.00	(\$21,586.00)	+++	\$10,283
	EXPENSE									
Department 70 - State and Local Grants										
500.101	Supplies and Materials	.00	.00	.00	.00	.00	1,800.83	(1,800.83)	+++	4,241
685.187	Special Projects	.00	.00	.00	.00	.00	19,933.77	(19,933.77)	+++	28,191
Department 70 - State and Local Grants Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,734.60	(\$21,734.60)	+++	\$32,431
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,734.60	(\$21,734.60)	+++	\$32,431
Fund 0018 - State and Local Grants Totals										
	REVENUE TOTALS	.00	.00	.00	992.27	.00	21,586.00	(21,586.00)	+++	10,283
	EXPENSE TOTALS	.00	.00	.00	.00	.00	21,734.60	(21,734.60)	+++	32,431



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0018 - State and Local Grants Totals		\$0.00	\$0.00	\$0.00	\$992.27	\$0.00	(\$148.60)	\$148.60		(\$22,157)
Fund 0020 - State Accommodations Tax										
REVENUE										
Department 00 - Revenue										
318.001	Accommodations Tax	100,000.00	.00	100,000.00	54,549.00	.00	54,549.00	45,451.00	55	33,481
361.001	Investment Earnings	250.00	.00	250.00	.00	.00	36.35	213.65	15	90
Department 00 - Revenue Totals		\$100,250.00	\$0.00	\$100,250.00	\$54,549.00	\$0.00	\$54,585.35	\$45,664.65	54%	\$33,581
REVENUE TOTALS		\$100,250.00	\$0.00	\$100,250.00	\$54,549.00	\$0.00	\$54,585.35	\$45,664.65	54%	\$33,581
EXPENSE										
Department 33 - State Accommodations Tax										
620.114	Advertising	250.00	.00	250.00	.00	.00	74.00	176.00	30	
683.173	Tourism Related	50,000.00	.00	50,000.00	26,238.00	.00	32,988.00	17,012.00	66	1,811
683.174	Tourism Advertise/Promote	25,000.00	.00	25,000.00	8,864.70	.00	8,864.70	16,135.30	35	
750.124	Transfers to General Fund	25,000.00	.00	25,000.00	26,447.45	.00	26,447.45	(1,447.45)	106	25,421
Department 33 - State Accommodations Tax Totals		\$100,250.00	\$0.00	\$100,250.00	\$61,550.15	\$0.00	\$68,374.15	\$31,875.85	68%	\$27,231
EXPENSE TOTALS		\$100,250.00	\$0.00	\$100,250.00	\$61,550.15	\$0.00	\$68,374.15	\$31,875.85	68%	\$27,231
Fund 0020 - State Accommodations Tax Totals										
REVENUE TOTALS		100,250.00	.00	100,250.00	54,549.00	.00	54,585.35	45,664.65	54%	33,581
EXPENSE TOTALS		100,250.00	.00	100,250.00	61,550.15	.00	68,374.15	31,875.85	68%	27,231
Fund 0020 - State Accommodations Tax Totals		\$0.00	\$0.00	\$0.00	(\$7,001.15)	\$0.00	(\$13,788.80)	\$13,788.80		\$6,341
Fund 0022 - Local Hospitality/ATax										
REVENUE										
Department 00 - Revenue										
324.001	Hospitality Fee	725,000.00	.00	725,000.00	81,363.05	.00	290,977.49	434,022.51	40	317,861
324.002	Accommodation Fees	160,000.00	.00	160,000.00	6,141.12	.00	80,096.00	79,904.00	50	82,061
332.015	DBA State Grant	30,000.00	.00	30,000.00	.00	.00	43,332.00	(13,332.00)	144	30,001
335.004	Fema Recovery	.00	.00	.00	1,278.67	.00	1,278.67	(1,278.67)	+++	
361.001	Investment Earnings	3,000.00	.00	3,000.00	.00	.00	409.23	2,590.77	14	1,171
369.002	Miscellaneous Revenue	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,001
394.002	Transfer from fund balance	9,009.00	.00	9,009.00	.00	.00	.00	9,009.00	0	
Department 00 - Revenue Totals		\$928,509.00	\$0.00	\$928,509.00	\$88,782.84	\$0.00	\$416,093.39	\$512,415.61	45%	\$432,101
REVENUE TOTALS		\$928,509.00	\$0.00	\$928,509.00	\$88,782.84	\$0.00	\$416,093.39	\$512,415.61	45%	\$432,101
EXPENSE										
Department 08 - Winyah Auditorium										
650.127	Electricity	8,640.00	.00	8,640.00	580.18	.00	4,912.89	3,727.11	57	4,571
Department 08 - Winyah Auditorium Totals		\$8,640.00	\$0.00	\$8,640.00	\$580.18	\$0.00	\$4,912.89	\$3,727.11	57%	\$4,571
Department 23 - Old Hospitality Fees										
750.124	Transfers to General Fund	125,000.00	.00	125,000.00	10,416.67	.00	52,083.35	72,916.65	42	52,081
Department 23 - Old Hospitality Fees Totals		\$125,000.00	\$0.00	\$125,000.00	\$10,416.67	\$0.00	\$52,083.35	\$72,916.65	42%	\$52,081

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0022 - Local Hospitality/ATax										
EXPENSE										
Department 24 - New Hospitality Fees										
400.101	Regular Pay	39,539.00	.00	39,539.00	3,582.12	.00	16,380.50	23,158.50	41	14,611
405.114	FICA	3,025.00	.00	3,025.00	264.11	.00	1,198.54	1,826.46	40	1,061
406.116	Retirement	7,607.00	.00	7,607.00	596.14	.00	2,949.57	4,657.43	39	2,681
410.001	Health Claims Cost	3,514.00	.00	3,514.00	290.50	.00	1,452.50	2,061.50	41	1,451
620.1141	Advertising- Other	.00	.00	.00	.00	.00	.00	.00	+++	71
660.105	COVID-19 Pandemic Expense	.00	.00	.00	675.80	.00	3,379.00	(3,379.00)	+++	
683.174	Tourism Advertise/Promote	154,000.00	.00	154,000.00	6,025.20	.00	12,739.11	141,260.89	8	4,841
685.182	Other Operating Expenses	11,100.00	.00	11,100.00	837.93	4,544.10	11,582.44	(5,026.54)	145	4,881
685.187	Special Projects	.00	95,000.00	95,000.00	1,750.00	17,150.00	27,000.00	50,850.00	46	3,501
685.1871	Way-finding project	50,000.00	.00	50,000.00	.00	(4,935.00)	5,244.24	49,690.76	1	3,031
686.195	Repair/Maint Svc Contract	11,800.00	.00	11,800.00	950.00	5,700.00	5,700.00	400.00	97	4,331
687.204	Janitorial Services	32,900.00	.00	32,900.00	4,828.87	.00	17,893.58	15,006.42	54	13,401
900.905	Park Improvements	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	
900.1000	Infrastructure Improvemts	10,000.00	(10,000.00)	.00	.00	.00	.00	.00	+++	
900.6000	Other Improvements	170,860.00	(85,000.00)	85,860.00	.00	58,569.00	8,001.00	19,290.00	78	
Department 24 - New Hospitality Fees Totals		\$574,345.00	\$0.00	\$574,345.00	\$19,800.67	\$81,028.10	\$113,520.48	\$379,796.42	34%	\$53,901
Department 29 - Kaminski House										
600.110	SCMIRF Property/Liab Ins	21,747.00	.00	21,747.00	.00	.00	9,885.27	11,861.73	45	
650.127	Electricity	2,288.00	.00	2,288.00	199.29	.00	913.80	1,374.20	40	831
650.133	Stormwater	1,401.00	.00	1,401.00	113.40	.00	567.00	834.00	40	561
650.1271	Electricity- Sales Tax	88.00	.00	88.00	7.77	.00	34.89	53.11	40	31
687.203	Contract Services	195,000.00	.00	195,000.00	.00	.00	82,500.00	112,500.00	42	75,001
Department 29 - Kaminski House Totals		\$220,524.00	\$0.00	\$220,524.00	\$320.46	\$0.00	\$93,900.96	\$126,623.04	43%	\$76,431
EXPENSE TOTALS		\$928,509.00	\$0.00	\$928,509.00	\$31,117.98	\$81,028.10	\$264,417.68	\$583,063.22	37%	\$186,991
Fund 0022 - Local Hospitality/ATax Totals										
REVENUE TOTALS		928,509.00	.00	928,509.00	88,782.84	.00	416,093.39	512,415.61	45%	432,101
EXPENSE TOTALS		928,509.00	.00	928,509.00	31,117.98	81,028.10	264,417.68	583,063.22	37%	186,991
Fund 0022 - Local Hospitality/ATax Totals		\$0.00	\$0.00	\$0.00	\$57,664.86	(\$81,028.10)	\$151,675.71	(\$70,647.61)		\$245,101
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	11,708,067.00	.00	11,708,067.00	748,796.46	.00	3,912,969.83	7,795,097.17	33	4,835,561
301.001	Revenue from Energy Efficiency Program	55,000.00	.00	55,000.00	2,847.56	.00	16,257.24	38,742.76	30	32,721
301.002	New Turn Ons	4,250.00	.00	4,250.00	305.00	.00	1,510.00	2,740.00	36	1,751
301.004	Security Lights	270,000.00	.00	270,000.00	24,155.00	.00	120,207.00	149,793.00	45	114,341
301.012	Restores	69,500.00	.00	69,500.00	9,915.00	.00	31,095.00	38,405.00	45	38,911
302.001	Penalties	120,750.00	.00	120,750.00	7,564.14	.00	46,454.74	74,295.26	38	60,991



Budget Performance Report

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Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
302.002	Pole Rental	218,000.00	.00	218,000.00	.00	.00	.00	218,000.00	0	40,100
302.003	Fiber Rental	25,000.00	.00	25,000.00	2,000.00	.00	8,000.00	17,000.00	32	10,000
306.001	Investment Earnings	10,000.00	.00	10,000.00	378.92	.00	1,846.96	8,153.04	18	5,260
307.002	Sale Of Scrap	500.00	.00	500.00	.00	.00	.00	500.00	0	
335.004	Fema Recovery	.00	.00	.00	20,120.03	.00	20,120.03	(20,120.03)	+++	2,420
369.002	Miscellaneous Revenue	1,000.00	.00	1,000.00	.00	.00	100.00	900.00	10	
369.003	Insurance Proceeds	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
Department 00 - Revenue Totals		\$12,483,067.00	\$0.00	\$12,483,067.00	\$816,082.11	\$0.00	\$4,158,560.80	\$8,324,506.20	33%	\$5,142,070
REVENUE TOTALS		\$12,483,067.00	\$0.00	\$12,483,067.00	\$816,082.11	\$0.00	\$4,158,560.80	\$8,324,506.20	33%	\$5,142,070
EXPENSE										
Department 19 - Electric										
400.101	Regular Pay	815,754.00	.00	815,754.00	72,179.11	.00	314,893.77	500,860.23	39	306,380
401.103	Overtime	10,000.00	.00	10,000.00	1,295.56	.00	5,841.61	4,158.39	58	5,350
401.105	On-call pay	10,400.00	.00	10,400.00	800.00	.00	4,400.00	6,000.00	42	4,400
401.106	Contract Labor	590,000.00	.00	590,000.00	129,423.85	380,353.95	173,772.85	35,873.20	94	132,880
401.107	Labor Billed	.00	.00	.00	(308.39)	.00	(1,639.60)	1,639.60	+++	
405.114	FICA	63,940.00	.00	63,940.00	5,442.94	.00	23,716.80	40,223.20	37	23,060
406.116	Retirement	136,690.00	.00	136,690.00	10,700.74	.00	49,599.75	87,090.25	36	49,040
408.125	SCMIT Worker's Comp Ins.	49,807.00	.00	49,807.00	1,815.96	.00	38,113.34	11,693.66	77	38,640
410.001	Health Claims Cost	96,862.00	.00	96,862.00	8,637.08	.00	41,667.56	55,194.44	43	40,460
410.002	Health Claim Costs-Retire	28,488.00	.00	28,488.00	1,792.39	.00	11,646.05	16,841.95	41	14,240
410.003	OPEB cost	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
500.101	Supplies and Materials	13,300.00	.00	13,300.00	916.39	.00	6,312.14	6,987.86	47	12,230
500.102	Equipment	11,000.00	.00	11,000.00	.00	.00	2,125.85	8,874.15	19	1,310
500.103	Furniture	800.00	.00	800.00	.00	.00	.00	800.00	0	
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
501.101	Uniforms and Clothing	15,900.00	.00	15,900.00	2,871.91	.00	6,003.19	9,896.81	38	4,690
514.114	Wire Expense	35,000.00	.00	35,000.00	409.13	.00	3,003.01	31,996.99	9	23,750
514.115	Christmas Decorations	19,800.00	.00	19,800.00	1,217.95	.00	12,387.25	7,412.75	63	31,890
514.116	Pole Line Hardware	11,000.00	.00	11,000.00	439.01	.00	3,043.99	7,956.01	28	4,780
514.117	Poles & Crossarms	7,000.00	.00	7,000.00	406.00	.00	1,670.05	5,329.95	24	2,490
514.118	Fuel for Peak Shaving Generation	85,000.00	.00	85,000.00	19,856.45	.00	37,740.77	47,259.23	44	26,750
515.121	Safety Supplies	300.00	.00	300.00	300.00	.00	300.00	.00	100	300
515.123	Special Dept Supplies	16,000.00	.00	16,000.00	1,267.92	.00	4,141.30	11,858.70	26	14,060
521.128	Meter Supplies	40,000.00	.00	40,000.00	159.85	.00	1,333.58	38,666.42	3	1,540
523.133	Street Light Supplies	3,000.00	.00	3,000.00	16.96	.00	1,003.70	1,996.30	33	1,830
531.143	Security Lights	30,000.00	.00	30,000.00	2,712.11	.00	23,624.07	6,375.93	79	10,970
531.145	Transformer Supplies	28,000.00	.00	28,000.00	1,602.22	.00	7,074.22	20,925.78	25	16,930



Budget Performance Report

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Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
540.150	Power Purchases	7,500,000.00	.00	7,500,000.00	482,662.36	.00	3,023,886.69	4,476,113.31	40	3,009,329
540.153	Energy Efficiency Program	60,000.00	.00	60,000.00	2,971.12	.00	17,385.41	42,614.59	29	27,900
600.110	SCMIRF Property/Liab Ins	94,269.00	.00	94,269.00	.00	.00	42,849.63	51,419.37	45	157,940
610.111	Communications- Landline	5,000.00	.00	5,000.00	348.46	.00	2,226.72	2,773.28	45	2,380
610.112	Postage	5,000.00	.00	5,000.00	492.21	.00	2,374.99	2,625.01	47	2,110
610.1110	Communications- Wireless	7,000.00	.00	7,000.00	664.95	.00	3,106.76	3,893.24	44	2,690
620.114	Advertising	600.00	.00	600.00	.00	.00	.00	600.00	0	70
640.124	Travel Expense	6,000.00	.00	6,000.00	.00	.00	328.00	5,672.00	5	790
650.127	Electricity	22,190.00	.00	22,190.00	1,743.59	.00	7,973.99	14,216.01	36	7,370
650.128	Water	1,575.00	.00	1,575.00	133.88	.00	698.43	876.57	44	620
650.129	Wastewater	2,184.00	.00	2,184.00	171.68	.00	907.42	1,276.58	42	860
650.130	Sanitation	2,084.00	.00	2,084.00	168.66	.00	843.30	1,240.70	40	840
650.133	Stormwater	1,520.00	.00	1,520.00	123.02	.00	615.10	904.90	40	610
650.134	Security Lights	10,493.00	.00	10,493.00	849.00	.00	4,245.00	6,248.00	40	4,240
650.1271	Electricity- Sales Tax	2,765.00	.00	2,765.00	38.25	.00	213.70	2,551.30	8	220
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	60.00	.00	556.28	(56.28)	111	140
660.133	Repairs & Maint. Services	8,000.00	.00	8,000.00	.00	.00	1,363.29	6,636.71	17	2,680
660.139	Fleet Services-RTA Mtce Allocation	15,087.00	.00	15,087.00	343.82	.00	5,269.18	9,817.82	35	8,000
660.140	Hydraulic Repair	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	1,160
660.145	Gasoline & Oil	22,868.00	.00	22,868.00	1,451.56	.00	6,840.07	16,027.93	30	5,940
660.1391	Fleet Services -Departmental Expense Allocation	16,940.00	.00	16,940.00	1,578.91	.00	10,919.28	6,020.72	64	8,630
660.1392	Fleet Svcs- Outside Vends	2,866.00	.00	2,866.00	.00	.00	.00	2,866.00	0	1,620
662.140	Building Repairs	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
662.141	Department Repairs	13,500.00	.00	13,500.00	.00	.00	3,728.50	9,771.50	28	740
663.145	Sub-Station Maintenance	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	
663.146	Transformers Repairs	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	
664.101	Community Education	1,500.00	.00	1,500.00	.00	.00	857.02	642.98	57	400
670.156	Equipment Rental/Lease	3,800.00	.00	3,800.00	134.00	.00	1,541.88	2,258.12	41	2,650
682.170	Infrared Test	800.00	.00	800.00	.00	.00	690.00	110.00	86	640
682.171	Safety Testing/Compliance	3,500.00	.00	3,500.00	.00	.00	1,042.44	2,457.56	30	100
682.173	Tree Crew Maintenance	12,000.00	.00	12,000.00	552.11	.00	3,484.33	8,515.67	29	2,590
685.180	Membership Dues and Fees	18,105.00	.00	18,105.00	.00	.00	9,814.44	8,290.56	54	9,170
685.182	Other Operating Expenses	62,176.00	.00	62,176.00	.00	.00	211.47	61,964.53	0	100
685.183	Depreciation	801,403.00	.00	801,403.00	62,406.08	.00	312,551.33	488,851.67	39	323,630
685.186	Training	18,200.00	.00	18,200.00	.00	.00	3,910.00	14,290.00	21	5,960
685.190	Landfill Fees	6,000.00	.00	6,000.00	79.69	.00	299.21	5,700.79	5	2,680
686.186	Legal Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
686.187	Professional Services	60,200.00	.00	60,200.00	.00	6,332.70	2,549.60	51,317.70	15	2,680



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
686.188	Architect/Engineer Servcs	40,000.00	.00	40,000.00	3,263.09	.00	15,950.25	24,049.75	40	14,190
686.189	Employee Medical	600.00	.00	600.00	300.00	.00	510.00	90.00	85	120
686.191	Contract Services/Studies	2,400.00	.00	2,400.00	.00	.00	603.79	1,796.21	25	580
686.195	Repair/Maint Svc Contract	23,500.00	.00	23,500.00	682.66	.00	6,608.50	16,891.50	28	5,500
686.196	Bank Charges/Fees	10,000.00	.00	10,000.00	1,012.92	.00	7,890.33	2,109.67	79	20,080
686.199	Internal Engineering	21,500.00	.00	21,500.00	.00	.00	3,637.36	17,862.64	17	5,200
686.1895	Employee wellness services	6,000.00	.00	6,000.00	.00	.00	2,129.62	3,870.38	35	2,170
687.202	Utility Billing Services	45,000.00	.00	45,000.00	343.66	.00	14,690.33	30,309.67	33	20,230
687.204	Janitorial Services	2,500.00	.00	2,500.00	207.87	.00	1,039.35	1,460.65	42	930
689.800	Equipment Charges	.00	.00	.00	(101.48)	.00	(101.48)	101.48	+++	
702.105	Interest on Bonds	80,960.00	.00	80,960.00	.00	.00	.00	80,960.00	0	
702.110	Bond Principal	589,083.00	.00	589,083.00	.00	.00	.00	589,083.00	0	
703.1001	Agent Fees	.00	.00	.00	.00	.00	.00	.00	+++	2,500
720.001	Provision for Bad Debts	40,000.00	.00	40,000.00	3,333.33	.00	16,666.65	23,333.35	42	16,660
720.006	Public Assistance Program	10,000.00	.00	10,000.00	.00	.00	(7,110.97)	17,110.97	-71	
750.124	Transfers to General Fund	723,914.00	.00	723,914.00	60,326.17	.00	301,630.85	422,283.15	42	299,950
795.001	IT Internal Allocations	110,466.00	.00	110,466.00	6,344.52	.00	29,090.06	81,375.94	26	26,370
795.995	GF Cost Distribution	411,732.00	.00	411,732.00	34,311.00	.00	171,555.00	240,177.00	42	172,990
900.3100	Electric Distribution	600,000.00	.00	600,000.00	.00	.00	.00	600,000.00	0	17,290
900.4300	Other Equipment	92,000.00	.00	92,000.00	.00	.00	.00	92,000.00	0	18,340
7999.9999	Principal Reclassified	(589,083.00)	.00	(589,083.00)	.00	.00	.00	(589,083.00)	0	
9999.9999	Assets Reclassified	(692,000.00)	.00	(692,000.00)	.00	.00	.00	(692,000.00)	0	(35,641)
Department 19 - Electric Totals		\$12,482,838.00	\$0.00	\$12,482,838.00	\$930,952.23	\$386,686.65	\$4,809,848.35	\$7,286,303.00	42%	\$4,953,040
Department 36 - Fiber Optics										
685.183	Depreciation	229.00	.00	229.00	19.11	.00	95.53	133.47	42	90
Department 36 - Fiber Optics Totals		\$229.00	\$0.00	\$229.00	\$19.11	\$0.00	\$95.53	\$133.47	42%	\$90
EXPENSE TOTALS		\$12,483,067.00	\$0.00	\$12,483,067.00	\$930,971.34	\$386,686.65	\$4,809,943.88	\$7,286,436.47	42%	\$4,953,130
Fund 0030 - Electric Utility Fund Totals										
REVENUE TOTALS		12,483,067.00	.00	12,483,067.00	816,082.11	.00	4,158,560.80	8,324,506.20	33%	5,142,070
EXPENSE TOTALS		12,483,067.00	.00	12,483,067.00	930,971.34	386,686.65	4,809,943.88	7,286,436.47	42%	4,953,130
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$114,889.23)	(\$386,686.65)	(\$651,383.08)	\$1,038,069.73		\$188,930
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	2,820,000.00	.00	2,820,000.00	215,597.30	.00	896,025.66	1,923,974.34	32	970,330
301.002	New Turn Ons	3,500.00	.00	3,500.00	245.00	.00	1,255.00	2,245.00	36	1,650
301.006	Sale Of Raw Water	7,500.00	.00	7,500.00	1,077.10	.00	5,255.96	2,244.04	70	4,860



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
301.009	New Service Taps	21,500.00	.00	21,500.00	1,000.00	.00	15,325.00	6,175.00	71	12,000
301.013	Meter Installation	5,750.00	.00	5,750.00	750.00	.00	4,350.00	1,400.00	76	4,350
302.001	Penalties	25,000.00	.00	25,000.00	2,638.95	.00	11,637.19	13,362.81	47	11,070
306.001	Investment Earnings	2,500.00	.00	2,500.00	85.98	.00	417.83	2,082.17	17	1,170
324.020	Water Impact Fee	20,000.00	.00	20,000.00	550.00	.00	7,340.00	12,660.00	37	6,600
332.000	State Grants	.00	.00	.00	.00	.00	.00	.00	+++	209,840
335.004	Fema Recovery	.00	.00	.00	7,420.72	.00	7,420.72	(7,420.72)	+++	360
369.002	Miscellaneous Revenue	5,000.00	.00	5,000.00	1,150.00	.00	2,786.86	2,213.14	56	1,330
391.001	Sale of Assets	500.00	.00	500.00	.00	.00	4,975.00	(4,475.00)	995	
395.001	Transfer from General Fund	471,400.00	.00	471,400.00	.00	.00	471,400.00	.00	100	
Department 00 - Revenue Totals		\$3,382,650.00	\$0.00	\$3,382,650.00	\$230,515.05	\$0.00	\$1,428,189.22	\$1,954,460.78	42%	\$1,223,600
REVENUE TOTALS		\$3,382,650.00	\$0.00	\$3,382,650.00	\$230,515.05	\$0.00	\$1,428,189.22	\$1,954,460.78	42%	\$1,223,600
EXPENSE										
Department 15 - Water Distribution										
400.101	Regular Pay	205,941.00	.00	205,941.00	9,774.21	.00	45,087.16	160,853.84	22	61,770
401.103	Overtime	14,000.00	.00	14,000.00	1,187.27	.00	5,451.20	8,548.80	39	3,180
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	2,200.00	3,000.00	42	2,200
405.114	FICA	16,732.00	.00	16,732.00	817.39	.00	3,823.38	12,908.62	23	5,050
406.116	Retirement	35,360.00	.00	35,360.00	1,639.61	.00	8,094.81	27,265.19	23	10,770
408.125	SCMIT Worker's Comp Ins.	8,238.00	.00	8,238.00	50.99	.00	7,262.67	975.33	88	7,670
410.001	Health Claims Cost	25,638.00	.00	25,638.00	1,510.04	.00	7,550.20	18,087.80	29	8,870
410.002	Health Claim Costs-Retire	199.00	.00	199.00	3.00	.00	39.12	159.88	20	30
410.003	OPEB cost	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
500.101	Supplies and Materials	5,000.00	.00	5,000.00	134.94	.00	1,167.61	3,832.39	23	1,720
500.102	Equipment	6,250.00	.00	6,250.00	749.27	.00	749.27	5,500.73	12	270
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	148.40	.00	1,395.33	3,004.67	32	1,420
513.112	Asphalt/Concrete/Gravel	25,000.00	.00	25,000.00	66.50	14,842.07	5,194.59	4,963.34	80	5,180
514.110	Water Dist System Supply	56,000.00	.00	56,000.00	2,743.16	.00	14,524.28	41,475.72	26	17,610
515.129	Permit Fees Due To Others	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
523.136	Hydrant Replacement	6,000.00	.00	6,000.00	.00	3,562.00	2,438.00	.00	100	4,030
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	240.85	59.15	80	20
600.110	SCMIRF Property/Liab Ins	49,975.00	.00	49,975.00	.00	.00	22,715.95	27,259.05	45	11,320
610.112	Postage	1,000.00	.00	1,000.00	74.45	.00	341.40	658.60	34	300
610.1110	Communications- Wireless	2,720.00	.00	2,720.00	79.35	.00	767.12	1,952.88	28	160
620.114	Advertising	600.00	.00	600.00	.00	.00	.00	600.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	8,290.00	.00	8,290.00	564.91	.00	3,287.65	5,002.35	40	3,340
650.128	Water	16,706.00	.00	16,706.00	1,875.09	.00	9,943.41	6,762.59	60	6,930



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 15 - Water Distribution										
650.129	Wastewater	8,798.00	.00	8,798.00	837.20	.00	4,516.92	4,281.08	51	3,701
650.130	Sanitation	691.00	.00	691.00	55.96	.00	279.80	411.20	40	279
650.133	Stormwater	4,401.00	.00	4,401.00	356.08	.00	1,780.40	2,620.60	40	1,780
650.1271	Electricity- Sales Tax	419.00	.00	419.00	26.96	.00	140.76	278.24	34	169
660.105	COVID-19 Pandemic Expense	100.00	.00	100.00	20.00	.00	100.00	.00	100	3
660.133	Repairs & Maint. Services	12,500.00	.00	12,500.00	.00	.00	1,199.40	11,300.60	10	3,961
660.139	Fleet Services-RTA Mtce Allocation	4,309.00	.00	4,309.00	948.93	.00	2,928.24	1,380.76	68	2,391
660.145	Gasoline & Oil	9,066.00	.00	9,066.00	721.57	.00	2,755.93	6,310.07	30	2,571
660.1391	Fleet Services -Departmental Expense Allocation	4,393.00	.00	4,393.00	1,011.74	.00	3,913.14	479.86	89	2,141
660.1392	Fleet Svcs- Outside Vends	224.00	.00	224.00	.00	.00	1,049.38	(825.38)	468	121
670.156	Equipment Rental/Lease	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	.00	425.00	0	61
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	61
685.183	Depreciation	451,215.00	.00	451,215.00	37,928.12	.00	189,640.51	261,574.49	42	184,321
685.186	Training	1,230.00	.00	1,230.00	.00	.00	.00	1,230.00	0	671
686.187	Professional Services	3,320.00	.00	3,320.00	.00	2,112.80	1,187.20	20.00	99	661
686.189	Employee Medical	700.00	.00	700.00	.00	.00	.00	700.00	0	
686.191	Contract Services/Studies	2,100.00	.00	2,100.00	.00	.00	603.77	1,496.23	29	581
686.196	Bank Charges/Fees	7,500.00	.00	7,500.00	396.36	.00	3,087.58	4,412.42	41	7,861
686.199	Internal Engineering	17,000.00	.00	17,000.00	.00	.00	3,637.36	13,362.64	21	5,201
686.1895	Employee wellness services	2,700.00	.00	2,700.00	.00	.00	760.58	1,939.42	28	771
687.202	Utility Billing Services	8,000.00	.00	8,000.00	51.98	.00	2,222.05	5,777.95	28	3,061
687.204	Janitorial Services	2,000.00	.00	2,000.00	68.64	.00	343.20	1,656.80	17	231
702.106	Interest- Bonds	115,327.00	.00	115,327.00	4,970.00	.00	21,870.13	93,456.87	19	22,801
702.110	Bond Principal	396,943.00	.00	396,943.00	17,407.58	.00	70,033.11	326,909.89	18	69,091
703.109	Agents Fee	8,000.00	.00	8,000.00	.00	.00	2,862.50	5,137.50	36	2,861
720.001	Provision for Bad Debts	8,000.00	.00	8,000.00	666.67	.00	3,333.35	4,666.65	42	3,331
750.124	Transfers to General Fund	137,809.00	.00	137,809.00	11,484.08	.00	57,420.40	80,388.60	42	50,691
795.995	GF Cost Distribution	88,854.00	.00	88,854.00	7,404.50	.00	37,022.50	51,831.50	42	37,331
795.999	Allocation G&A Services	67,700.00	.00	67,700.00	4,160.26	.00	22,259.79	45,440.21	33	30,111
900.3500	Water Distribution	36,628.00	.00	36,628.00	.00	46,600.00	2,016.00	(11,988.00)	133	291,821
900.4300	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	5,801
7999.9999	Principal Reclassified	(396,943.00)	.00	(396,943.00)	(17,407.58)	.00	(70,033.11)	(326,909.89)	18	(69,099)
9999.9999	Assets Reclassified	(36,628.00)	.00	(36,628.00)	.00	.00	(2,016.00)	(34,612.00)	6	(293,578)
Department 15 - Water Distribution Totals		\$1,467,930.00	\$0.00	\$1,467,930.00	\$92,927.63	\$67,116.87	\$507,188.89	\$893,624.24	39%	\$523,841
Department 16 - Filtration										
400.101	Regular Pay	260,663.00	.00	260,663.00	22,537.38	.00	101,935.20	158,727.80	39	87,941
401.103	Overtime	6,000.00	.00	6,000.00	278.08	.00	878.12	5,121.88	15	1,791



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21
Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
401.105	On-call pay	7,020.00	.00	7,020.00	533.36	.00	2,933.48	4,086.52	42	2,933.48
405.114	FICA	20,830.00	.00	20,830.00	1,683.12	.00	7,502.45	13,327.55	36	6,560.00
406.116	Retirement	43,929.00	.00	43,929.00	3,340.51	.00	16,093.83	27,835.17	37	14,330.00
408.125	SCMIT Worker's Comp Ins.	10,427.00	.00	10,427.00	.00	.00	6,494.86	3,932.14	62	6,910.00
410.001	Health Claims Cost	45,135.00	.00	45,135.00	3,047.00	.00	16,115.48	29,019.52	36	14,240.00
410.002	Health Claim Costs-Retire	7,982.00	.00	7,982.00	383.54	.00	3,279.16	4,702.84	41	2,870.00
410.003	OPEB cost	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
500.101	Supplies and Materials	2,300.00	.00	2,300.00	166.95	.00	1,288.91	1,011.09	56	410.00
500.102	Equipment	6,500.00	.00	6,500.00	296.79	.00	2,110.43	4,389.57	32	150.00
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	703.92	.00	821.26	3,178.74	21	310.00
512.108	Chemicals	361,800.00	.00	361,800.00	25,579.31	42,418.65	84,524.89	234,856.46	35	152,990.00
512.109	Laboratory Supplies	18,480.00	.00	18,480.00	2,399.94	2,043.49	10,065.01	6,371.50	66	9,250.00
515.121	Safety Supplies	1,250.00	.00	1,250.00	.00	.00	.00	1,250.00	0	.00
515.129	Permit Fees Due To Others	22,000.00	.00	22,000.00	.00	.00	20,635.00	1,365.00	94	20,560.00
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	65.69	234.31	22	.00
540.151	IP Raw Water Contract-Cty	22,960.00	.00	22,960.00	.00	.00	6,831.82	16,128.18	30	4,760.00
540.152	Raw Water Pump Maint.	60,000.00	.00	60,000.00	4,572.83	.00	22,829.88	37,170.12	38	23,040.00
540.157	Treated Water Purchase	200.00	.00	200.00	45.00	.00	71.68	128.32	36	20.00
540.1510	IP Raw Water Contract-Stl	11,808.00	.00	11,808.00	.00	.00	2,465.35	9,342.65	21	3,400.00
600.110	SCMIRF Property/Liab Ins	150,635.00	.00	150,635.00	.00	.00	68,470.64	82,164.36	45	8,820.00
610.111	Communications- Landline	1,200.00	.00	1,200.00	95.91	.00	441.15	758.85	37	470.00
610.112	Postage	800.00	.00	800.00	.00	.00	.00	800.00	0	10.00
610.1110	Communications- Wireless	660.00	.00	660.00	41.34	.00	165.50	494.50	25	160.00
620.114	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	70.00
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
650.127	Electricity	83,214.00	.00	83,214.00	6,252.32	.00	31,221.54	51,992.46	38	31,980.00
650.130	Sanitation	929.00	.00	929.00	75.20	.00	376.00	553.00	40	370.00
650.133	Stormwater	2,219.00	.00	2,219.00	179.55	.00	897.75	1,321.25	40	890.00
650.134	Security Lights	1,631.00	.00	1,631.00	132.00	.00	660.00	971.00	40	660.00
650.1271	Electricity- Sales Tax	96.00	.00	96.00	7.01	.00	35.46	60.54	37	30.00
660.105	COVID-19 Pandemic Expense	100.00	.00	100.00	60.00	.00	300.00	(200.00)	300	10.00
660.133	Repairs & Maint. Services	36,000.00	.00	36,000.00	139.66	17,665.00	8,083.71	10,251.29	72	14,840.00
660.139	Fleet Services-RTA Mtce Allocation	376.00	.00	376.00	.00	.00	.00	376.00	0	200.00
660.145	Gasoline & Oil	1,661.00	.00	1,661.00	70.71	.00	450.29	1,210.71	27	310.00
660.1391	Fleet Services -Departmental Expense Allocation	927.00	.00	927.00	109.96	.00	598.28	328.72	65	440.00
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
685.180	Membership Dues and Fees	845.00	.00	845.00	.00	.00	45.00	800.00	5	480.00
685.182	Other Operating Expenses	500.00	.00	500.00	.00	.00	51.00	449.00	10	60.00



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
685.183	Depreciation	325,499.00	.00	325,499.00	24,620.71	.00	123,346.90	202,152.10	38	129,360
685.186	Training	950.00	.00	950.00	.00	.00	.00	950.00	0	
686.187	Professional Services	21,990.00	.00	21,990.00	6.67	2,958.18	1,225.92	17,805.90	19	1,241
686.189	Employee Medical	1,000.00	.00	1,000.00	250.00	.00	250.00	750.00	25	691
686.195	Repair/Maint Svc Contract	1,800.00	.00	1,800.00	.00	.00	726.30	1,073.70	40	721
686.199	Internal Engineering	18,000.00	.00	18,000.00	.00	.00	3,637.36	14,362.64	20	5,201
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	912.70	2,087.30	30	931
687.204	Janitorial Services	2,000.00	.00	2,000.00	204.79	.00	1,023.95	976.05	51	931
750.124	Transfers to General Fund	122,800.00	.00	122,800.00	10,233.33	.00	51,166.65	71,633.35	42	45,171
795.995	GF Cost Distribution	79,175.00	.00	79,175.00	6,597.92	.00	32,989.60	46,185.40	42	33,261
795.999	Allocation G&A Services	92,000.00	.00	92,000.00	4,160.27	.00	22,259.80	69,740.20	24	30,111
900.915	CIP Projects - Current Year	.00	(3,750,000.00)	(3,750,000.00)	.00	.00	.00	(3,750,000.00)	0	
900.3300	Water Filtration Plant	3,750,000.00	3,750,000.00	7,500,000.00	49,247.50	(160,951.26)	160,997.90	7,499,953.36	0	
900.4100	Vehicles	37,000.00	.00	37,000.00	.00	.00	.00	37,000.00	0	
900.4300	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	115,161
9999.9999	Assets Reclassified	(3,787,000.00)	.00	(3,787,000.00)	(49,247.50)	.00	(160,997.90)	(3,626,002.10)	4	(115,163)
Department 16 - Filtration Totals		\$1,870,191.00	\$0.00	\$1,870,191.00	\$118,805.08	(\$95,865.94)	\$656,278.00	\$1,309,778.94	30%	\$660,091
Department 41 - General & Administrative										
400.101	Regular Pay	119,659.00	.00	119,659.00	10,663.22	.00	49,410.98	70,248.02	41	44,701
405.114	FICA	9,154.00	.00	9,154.00	786.06	.00	3,616.68	5,537.32	40	3,251
406.116	Retirement	19,816.00	.00	19,816.00	1,553.02	.00	7,548.59	12,267.41	38	6,911
408.125	SCMIT Worker's Comp Ins.	1,915.00	.00	1,915.00	.00	.00	1,976.70	(61.70)	103	2,101
410.001	Health Claims Cost	15,708.00	.00	15,708.00	1,298.58	.00	6,492.90	9,215.10	41	6,491
410.003	OPEB cost	4,200.00	.00	4,200.00	.00	.00	.00	4,200.00	0	
500.101	Supplies and Materials	3,800.00	.00	3,800.00	123.94	.00	1,231.11	2,568.89	32	2,321
500.102	Equipment	250.00	.00	250.00	.00	.00	4,058.92	(3,808.92)	1624	
500.103	Furniture	250.00	.00	250.00	.00	.00	.00	250.00	0	
501.101	Uniforms and Clothing	200.00	.00	200.00	.00	.00	.00	200.00	0	
600.110	SCMIRF Property/Liab Ins	266.00	.00	266.00	.00	.00	121.04	144.96	46	18,181
610.111	Communications- Landline	4,800.00	.00	4,800.00	191.12	.00	1,809.67	2,990.33	38	1,781
610.112	Postage	200.00	.00	200.00	58.00	.00	81.20	118.80	41	71
610.1110	Communications- Wireless	660.00	.00	660.00	41.34	.00	165.50	494.50	25	161
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	2,621.00	.00	2,621.00	156.01	.00	1,007.58	1,613.42	38	1,061
650.128	Water	222.00	.00	222.00	15.44	.00	97.57	124.43	44	81
650.129	Wastewater	317.00	.00	317.00	20.93	.00	130.87	186.13	41	121
650.130	Sanitation	486.00	.00	486.00	39.33	.00	196.65	289.35	40	191



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 41 - General & Administrative										
650.133	Stormwater	2,051.00	.00	2,051.00	165.94	.00	829.70	1,221.30	40	82%
650.134	Security Lights	655.00	.00	655.00	53.00	.00	265.00	390.00	40	26%
650.1271	Electricity- Sales Tax	112.00	.00	112.00	6.39	.00	42.16	69.84	38	4%
660.105	COVID-19 Pandemic Expense	2,100.00	.00	2,100.00	60.00	.00	646.19	1,453.81	31	1,15%
660.133	Repairs & Maint. Services	2,000.00	.00	2,000.00	.00	.00	777.43	1,222.57	39	57%
660.139	Fleet Services-RTA Mtce Allocation	963.00	.00	963.00	.00	.00	247.71	715.29	26	54%
660.145	Gasoline & Oil	2,589.00	.00	2,589.00	177.85	.00	693.27	1,895.73	27	87%
660.1391	Fleet Services -Departmental Expense Allocation	1,566.00	.00	1,566.00	135.46	.00	819.51	746.49	52	81%
670.156	Equipment Rental/Lease	3,120.00	.00	3,120.00	198.15	.00	1,311.79	1,808.21	42	1,13%
685.180	Membership Dues and Fees	1,405.00	.00	1,405.00	.00	.00	394.00	1,011.00	28	56%
685.182	Other Operating Expenses	500.00	.00	500.00	(1,817.79)	.00	(1,817.79)	2,317.79	-364	
685.183	Depreciation	7,090.00	.00	7,090.00	590.84	.00	2,954.18	4,135.82	42	2,95%
685.186	Training	460.00	.00	460.00	.00	.00	.00	460.00	0	
686.187	Professional Services	31,640.00	.00	31,640.00	.00	.00	.00	31,640.00	0	
686.189	Employee Medical	100.00	.00	100.00	.00	.00	.00	100.00	0	
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	.00	.00	596.04	1,403.96	30	73%
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	304.24	895.76	25	31%
687.204	Janitorial Services	2,000.00	.00	2,000.00	205.92	.00	1,029.60	970.40	51	93%
795.001	IT Internal Allocations	120,705.00	.00	120,705.00	6,344.52	.00	29,090.06	91,614.94	24	26,37%
795.999	Allocation G&A Services	(364,159.00)	.00	(364,159.00)	(20,801.35)	.00	(111,298.98)	(252,860.02)	31	(150,565)
Department 41 - General & Administrative Totals		\$2,921.00	\$0.00	\$2,921.00	\$265.92	\$0.00	\$4,830.07	(\$1,909.07)	165%	(\$24,959)
Department 42 - Engineering Services										
400.101	Regular Pay	115,658.00	.00	115,658.00	7,899.23	.00	37,193.46	78,464.54	32	33,46%
405.114	FICA	8,848.00	.00	8,848.00	557.96	.00	2,590.41	6,257.59	29	2,30%
406.116	Retirement	19,153.00	.00	19,153.00	1,176.03	.00	5,717.41	13,435.59	30	5,18%
408.125	SCMIT Worker's Comp Ins.	1,851.00	.00	1,851.00	.00	.00	.00	1,851.00	0	
410.001	Health Claims Cost	19,884.00	.00	19,884.00	1,069.52	.00	5,347.60	14,536.40	27	5,34%
500.101	Supplies and Materials	250.00	.00	250.00	.00	.00	.00	250.00	0	
500.105	Printing and Binding	100.00	.00	100.00	.00	.00	195.74	(95.74)	196	
501.101	Uniforms and Clothing	500.00	.00	500.00	.00	.00	.00	500.00	0	
515.121	Safety Supplies	200.00	.00	200.00	.00	.00	.00	200.00	0	
515.124	Department Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	6%
600.110	SCMIRF Property/Liab Ins	444.00	.00	444.00	.00	.00	201.74	242.26	45	
610.112	Postage	75.00	.00	75.00	.00	.00	.00	75.00	0	3%
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	41.34	.00	165.50	1,034.50	14	16%
640.124	Travel Expense	300.00	.00	300.00	.00	.00	.00	300.00	0	
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	.00	600.00	0	
685.183	Depreciation	5,221.00	.00	5,221.00	435.10	.00	2,175.50	3,045.50	42	2,17%



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 42 - Engineering Services										
685.184	Continuing Education	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.186	Training	800.00	.00	800.00	.00	.00	.00	800.00	0	21
686.187	Professional Services	5,150.00	.00	5,150.00	.00	.00	2,958.58	2,191.42	57	2,961
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	304.24	895.76	25	311
735.122	Services Billed	(141,926.00)	.00	(141,926.00)	.00	.00	(36,373.53)	(105,552.47)	26	(52,022)
Department 42 - Engineering Services Totals		\$41,608.00	\$0.00	\$41,608.00	\$11,179.18	\$0.00	\$20,476.65	\$21,131.35	49%	\$21,131.35
EXPENSE TOTALS		\$3,382,650.00	\$0.00	\$3,382,650.00	\$223,177.81	(\$28,749.07)	\$1,188,773.61	\$2,222,625.46	34%	\$1,159,000.00
Fund 0031 - Water Utility Fund Totals										
REVENUE TOTALS		3,382,650.00	.00	3,382,650.00	230,515.05	.00	1,428,189.22	1,954,460.78	42%	1,223,600.00
EXPENSE TOTALS		3,382,650.00	.00	3,382,650.00	223,177.81	(28,749.07)	1,188,773.61	2,222,625.46	34%	1,159,000.00
Fund 0031 - Water Utility Fund Totals		\$0.00	\$0.00	\$0.00	\$7,337.24	\$28,749.07	\$239,415.61	(\$268,164.68)		\$64,590.00
Fund 0032 - Wastewater Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	2,885,300.00	.00	2,885,300.00	225,038.76	.00	974,052.13	1,911,247.87	34	1,115,040.00
301.002	New Turn Ons	3,300.00	.00	3,300.00	235.00	.00	1,185.00	2,115.00	36	1,560.00
301.009	New Service Taps	7,500.00	.00	7,500.00	900.00	.00	3,600.00	3,900.00	48	2,700.00
301.014	Fixed Charges - Andrews	120,000.00	.00	120,000.00	.00	.00	50,599.00	69,401.00	42	40,470.00
301.015	Fixed Charges - GCWSD	232,000.00	.00	232,000.00	.00	.00	96,209.35	135,790.65	41	96,200.00
301.016	Fixed Charges - COG	336,000.00	.00	336,000.00	.00	.00	138,256.35	197,743.65	41	148,370.00
301.017	Volume Charges - Andrews	220,000.00	.00	220,000.00	.00	.00	25,872.76	194,127.24	12	96,790.00
301.018	Volume Charges - GCWSD	450,000.00	.00	450,000.00	.00	.00	48,225.56	401,774.44	11	223,360.00
301.019	Volume Charges - COG	1,250,000.00	.00	1,250,000.00	.00	.00	464,170.29	785,829.71	37	765,820.00
301.026	Fixed- Elim Georgetown	(300,000.00)	.00	(300,000.00)	.00	.00	(138,256.35)	(161,743.65)	46	(138,250.00)
301.029	Volume-Elim-Georgetown	(1,250,000.00)	.00	(1,250,000.00)	.00	.00	(464,170.29)	(785,829.71)	37	(751,271.00)
302.001	Penalties	35,000.00	.00	35,000.00	2,804.15	.00	13,136.32	21,863.68	38	13,960.00
303.006	Septic Tank Dumping	50,000.00	.00	50,000.00	2,070.00	.00	13,420.00	36,580.00	27	18,770.00
306.001	Investment Earnings	1,000.00	.00	1,000.00	.00	.00	223.25	776.75	22	210.00
324.017	Wastewater Impact Fee	10,000.00	.00	10,000.00	850.00	.00	4,250.00	5,750.00	42	2,550.00
369.002	Miscellaneous Revenue	3,500.00	.00	3,500.00	665.25	.00	966.57	2,533.43	28	
391.001	Sale of Assets	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,020.00
395.001	Transfer from General Fund	11,553.00	.00	11,553.00	.00	.00	11,553.00	.00	100	
Department 00 - Revenue Totals		\$4,067,653.00	\$0.00	\$4,067,653.00	\$232,563.16	\$0.00	\$1,243,292.94	\$2,824,360.06	31%	\$1,638,350.00
REVENUE TOTALS		\$4,067,653.00	\$0.00	\$4,067,653.00	\$232,563.16	\$0.00	\$1,243,292.94	\$2,824,360.06	31%	\$1,638,350.00
EXPENSE										
Department 18 - Wastewater Collections										
400.101	Regular Pay	248,584.00	.00	248,584.00	17,763.72	.00	86,885.42	161,698.58	35	76,170.00



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
401.103	Overtime	2,248.00	.00	2,248.00	22.22	.00	770.48	1,477.52	34	24%
401.105	On-call pay	4,420.00	.00	4,420.00	333.32	.00	1,733.26	2,686.74	39	1,93%
405.114	FICA	19,527.00	.00	19,527.00	1,269.37	.00	6,234.11	13,292.89	32	5,37%
406.116	Retirement	41,538.00	.00	41,538.00	2,538.98	.00	13,577.06	27,960.94	33	12,10%
408.125	SCMIT Worker's Comp Ins.	10,886.00	.00	10,886.00	.00	.00	12,033.96	(1,147.96)	111	12,81%
410.001	Health Claims Cost	63,201.00	.00	63,201.00	4,227.42	.00	21,103.06	42,097.94	33	21,82%
410.002	Health Claim Costs-Retire	10,162.00	.00	10,162.00	1,139.24	.00	6,835.44	3,326.56	67	7,09%
410.003	OPEB cost	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	
500.101	Supplies and Materials	6,900.00	.00	6,900.00	134.07	.00	2,796.74	4,103.26	41	2,46%
500.102	Equipment	15,300.00	.00	15,300.00	213.99	.00	325.25	14,974.75	2	5,85%
501.101	Uniforms and Clothing	7,000.00	.00	7,000.00	273.18	.00	2,061.23	4,938.77	29	2,24%
512.108	Chemicals	6,000.00	.00	6,000.00	.00	.00	154.93	5,845.07	3	72%
513.112	Asphalt/Concrete/Gravel	28,300.00	.00	28,300.00	91.00	18,725.44	4,712.53	4,862.03	83	5,49%
514.111	WW Collection Syst Supply	10,000.00	.00	10,000.00	451.89	.00	3,758.49	6,241.51	38	3,33%
515.121	Safety Supplies	900.00	.00	900.00	.00	.00	.00	900.00	0	
515.126	Department Equipment	.00	7,000.00	7,000.00	.00	.00	6,391.80	608.20	91	
532.148	Small Hand Tools	350.00	.00	350.00	.00	.00	118.29	231.71	34	
532.1481	Small Hand Tools - Maintenance	450.00	.00	450.00	.00	.00	.00	450.00	0	
600.110	SCMIRF Property/Liab Ins	42,519.00	.00	42,519.00	.00	.00	19,326.72	23,192.28	45	19,39%
610.112	Postage	1,000.00	.00	1,000.00	67.41	.00	309.11	690.89	31	27%
610.1110	Communications- Wireless	3,920.00	.00	3,920.00	186.15	.00	1,198.68	2,721.32	31	60%
620.114	Advertising	500.00	.00	500.00	84.00	.00	195.00	305.00	39	7%
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	96,591.00	.00	96,591.00	4,732.94	.00	29,470.84	67,120.16	31	39,71%
650.133	Stormwater	9,899.00	.00	9,899.00	800.95	.00	4,004.75	5,894.25	40	4,00%
650.134	Security Lights	1,495.00	.00	1,495.00	121.00	.00	605.00	890.00	40	60%
650.1271	Electricity- Sales Tax	3,208.00	.00	3,208.00	153.62	.00	984.78	2,223.22	31	1,29%
660.105	COVID-19 Pandemic Expense	.00	.00	.00	80.00	.00	400.00	(400.00)	+++	
660.133	Repairs & Maint. Services	70,800.00	108,542.00	179,342.00	86,009.59	16,870.64	118,601.63	43,869.73	76	23,75%
660.139	Fleet Services-RTA Mtce Allocation	18,836.00	.00	18,836.00	2,784.15	.00	7,936.17	10,899.83	42	8,40%
660.145	Gasoline & Oil	15,301.00	.00	15,301.00	1,371.18	.00	6,619.15	8,681.85	43	4,39%
660.1391	Fleet Services -Departmental Expense Allocation	14,881.00	.00	14,881.00	2,324.78	.00	10,862.29	4,018.71	73	6,96%
660.1392	Fleet Svcs- Outside Vends	506.00	.00	506.00	.00	.00	664.34	(158.34)	131	
670.156	Equipment Rental/Lease	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
685.180	Membership Dues and Fees	680.00	.00	680.00	.00	.00	.00	680.00	0	
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.183	Depreciation	379,294.00	.00	379,294.00	33,400.44	.00	144,261.63	235,032.37	38	138,22%
685.186	Training	650.00	.00	650.00	.00	.00	.00	650.00	0	

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
686.187	Professional Services	28,900.00	.00	28,900.00	.00	2,110.90	666.60	26,122.50	10	666.60
686.189	Employee Medical	910.00	.00	910.00	.00	.00	100.00	810.00	11	210.00
686.191	Contract Services/Studies	2,040.00	.00	2,040.00	.00	.00	603.94	1,436.06	30	580.00
686.195	Repair/Maint Svc Contract	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	0.00
686.196	Bank Charges/Fees	6,750.00	.00	6,750.00	330.30	.00	2,573.00	4,177.00	38	6,550.00
686.199	Internal Engineering	20,000.00	.00	20,000.00	.00	.00	3,637.36	16,362.64	18	5,200.00
686.1895	Employee wellness services	4,800.00	.00	4,800.00	.00	.00	1,064.81	3,735.19	22	1,080.00
687.202	Utility Billing Services	7,500.00	.00	7,500.00	47.06	.00	2,011.83	5,488.17	27	2,770.00
687.204	Janitorial Services	1,000.00	.00	1,000.00	273.43	.00	1,367.15	(367.15)	137	230.00
702.106	Interest- Bonds	32,639.00	.00	32,639.00	.00	.00	15,329.24	17,309.76	47	16,160.00
702.110	Bond Principal	104,447.00	.00	104,447.00	.00	.00	46,629.35	57,817.65	45	45,790.00
703.1001	Agent Fees	3,000.00	.00	3,000.00	.00	.00	4,112.50	(1,112.50)	137	0.00
720.001	Provision for Bad Debts	7,500.00	.00	7,500.00	625.00	.00	3,125.00	4,375.00	42	3,125.00
750.124	Transfers to General Fund	190,100.00	.00	190,100.00	15,841.67	.00	79,208.35	110,891.65	42	74,360.00
795.995	GF Cost Distribution	82,467.00	.00	82,467.00	6,872.25	.00	34,361.25	48,105.75	42	34,650.00
795.999	Allocation G&A Services	84,100.00	.00	84,100.00	5,200.34	.00	27,824.75	56,275.25	33	37,640.00
900.911	Sewer Improvement Projects	150,000.00	(108,542.00)	41,458.00	.00	.00	.00	41,458.00	0	0.00
900.3700	Wastewater Collection Sys	565,000.00	.00	565,000.00	.00	.00	.00	565,000.00	0	0.00
900.4100	Vehicles	560,000.00	.00	560,000.00	6.09	.00	409,331.25	150,668.75	73	0.00
900.4300	Other Equipment	7,000.00	(7,000.00)	.00	.00	.00	.00	.00	+++	11,270.00
7999.9999	Principal Reclassified	(104,447.00)	.00	(104,447.00)	.00	.00	(46,629.35)	(57,817.65)	45	(45,790.00)
9999.9999	Assets Reclassified	(1,282,000.00)	.00	(1,282,000.00)	(6.09)	.00	(409,331.25)	(872,668.75)	32	(11,270.00)
Department 18 - Wastewater Collections Totals		\$1,635,652.00	\$0.00	\$1,635,652.00	\$189,764.66	\$37,706.98	\$690,917.92	\$907,027.10	45%	\$588,680.00
Department 34 - Regional Wastewater Plant										
400.101	Regular Pay	251,520.00	.00	251,520.00	21,535.45	.00	103,067.30	148,452.70	41	91,480.00
401.103	Overtime	9,931.00	.00	9,931.00	697.14	.00	3,715.12	6,215.88	37	4,180.00
401.105	On-call pay	7,020.00	.00	7,020.00	533.32	.00	2,933.26	4,086.74	42	2,930.00
405.114	FICA	20,538.00	.00	20,538.00	1,606.48	.00	7,663.13	12,874.87	37	6,860.00
406.116	Retirement	43,296.00	.00	43,296.00	3,247.65	.00	16,727.02	26,568.98	39	15,270.00
408.125	SCMIT Worker's Comp Ins.	11,509.00	.00	11,509.00	.00	.00	2,995.22	8,513.78	26	3,630.00
410.001	Health Claims Cost	49,829.00	.00	49,829.00	4,119.48	.00	20,597.40	29,231.60	41	22,360.00
500.101	Supplies and Materials	2,300.00	.00	2,300.00	44.51	.00	1,382.63	917.37	60	2,320.00
500.102	Equipment	13,500.00	.00	13,500.00	.00	.00	8,087.95	5,412.05	60	3,220.00
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	334.61	.00	1,341.87	2,658.13	34	660.00
512.108	Chemicals	135,250.00	.00	135,250.00	4,931.46	34,458.49	34,493.76	66,297.75	51	46,190.00
512.109	Laboratory Supplies	28,000.00	.00	28,000.00	1,673.67	4,621.94	5,713.02	17,665.04	37	9,450.00
515.121	Safety Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	0.00
515.124	Department Supplies	.00	.00	.00	.00	.00	.00	.00	+++	70.00



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
515.129	Permit Fees Due To Others	9,100.00	.00	9,100.00	.00	.00	5,438.98	3,661.02	60	21%
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	161.77	138.23	54	
600.110	SCMRF Property/Liab Ins	235,052.00	.00	235,052.00	.00	.00	106,841.64	128,210.36	45	8,14%
610.111	Communications- Landline	2,400.00	.00	2,400.00	155.55	.00	941.64	1,458.36	39	91%
610.112	Postage	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	53%
610.1110	Communications- Wireless	660.00	.00	660.00	65.46	.00	262.08	397.92	40	19%
620.114	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	14.00	86.00	14	1%
650.127	Electricity	321,141.00	.00	321,141.00	23,262.46	.00	133,701.75	187,439.25	42	136,50%
650.128	Water	3,394.00	.00	3,394.00	118.74	.00	572.73	2,821.27	17	1,42%
650.130	Sanitation	3,239.00	.00	3,239.00	262.13	.00	1,310.65	1,928.35	40	1,31%
650.133	Stormwater	2,602.00	.00	2,602.00	210.53	.00	1,052.65	1,549.35	40	1,05%
650.134	Security Lights	4,288.00	.00	4,288.00	347.00	.00	1,735.00	2,553.00	40	1,73%
650.1271	Electricity- Sales Tax	12,412.00	.00	12,412.00	888.97	.00	4,960.79	7,451.21	40	5,05%
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	4%
660.133	Repairs & Maint. Services	94,000.00	.00	94,000.00	1,406.50	28,801.59	45,902.67	19,295.74	79	18,81%
660.139	Fleet Services-RTA Mtce Allocation	3,859.00	.00	3,859.00	55.06	.00	935.88	2,923.12	24	2,18%
660.145	Gasoline & Oil	2,322.00	.00	2,322.00	139.80	.00	539.66	1,782.34	23	60%
660.1391	Fleet Services -Departmental Expense Allocation	2,737.00	.00	2,737.00	154.21	.00	1,008.93	1,728.07	37	1,50%
670.156	Equipment Rental/Lease	1,500.00	.00	1,500.00	964.17	.00	964.17	535.83	64	70%
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	45.00	380.00	11	9%
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	51.00	949.00	5	
685.183	Depreciation	2,471.00	.00	2,471.00	214.38	.00	1,071.88	1,399.12	43	1,01%
685.186	Training	960.00	.00	960.00	.00	.00	187.50	772.50	20	18%
685.190	Landfill Fees	100,000.00	.00	100,000.00	1,562.22	.00	8,675.38	91,324.62	9	18,24%
686.187	Professional Services	33,850.00	.00	33,850.00	900.00	.00	1,160.00	32,690.00	3	1,11%
686.189	Employee Medical	1,010.00	.00	1,010.00	.00	.00	150.00	860.00	15	31%
686.195	Repair/Maint Svc Contract	2,220.00	.00	2,220.00	.00	.00	1,182.38	1,037.62	53	1,18%
686.199	Internal Engineering	.00	.00	.00	.00	.00	7,274.66	(7,274.66)	+++	10,40%
686.1895	Employee wellness services	3,240.00	.00	3,240.00	.00	.00	760.58	2,479.42	23	77%
687.204	Janitorial Services	.00	.00	.00	.00	.00	.00	.00	+++	93%
702.106	Interest- Bonds	176,751.00	.00	176,751.00	.00	.00	.00	176,751.00	0	
702.110	Bond Principal	572,810.00	.00	572,810.00	.00	.00	.00	572,810.00	0	
703.109	Agents Fee	5,800.00	.00	5,800.00	.00	.00	1,250.00	4,550.00	22	2,86%
750.124	Transfers to General Fund	126,252.00	.00	126,252.00	10,520.99	.00	52,604.96	73,647.04	42	49,38%
795.995	GF Cost Distribution	54,770.00	.00	54,770.00	4,564.17	.00	22,820.85	31,949.15	42	23,01%
795.999	Allocation G&A Services	.00	.00	.00	5,200.34	.00	27,824.75	(27,824.75)	+++	37,64%
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	.00	.00	+++	7,09%



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/2021

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
900.4300	Other Equipment	30,000.00	.00	30,000.00	.00	14,373.99	.00	15,626.01	48	
900.7000	Regional Wstewtr Treatmnt	.00	.00	.00	.00	(56,480.20)	56,477.95	2.25	+++	
7999.9999	Principal Reclassified	(572,811.00)	.00	(572,811.00)	.00	.00	.00	(572,811.00)	0	
9999.9999	Assets Reclassified	(30,000.00)	.00	(30,000.00)	.00	.00	(56,477.95)	26,477.95	188	(7,093)
Sub Department 17 - Wastewater Treatment										
410.003	OPEB cost	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
685.183	Depreciation	639,354.00	.00	639,354.00	53,032.01	.00	265,490.75	373,863.25	42	266,390
Sub Department 17 - Wastewater Treatment Totals		\$645,354.00	\$0.00	\$645,354.00	\$53,032.01	\$0.00	\$265,490.75	\$379,863.25	41%	\$266,390
Department 34 - Regional Wastewater Plant Totals		\$2,432,001.00	\$0.00	\$2,432,001.00	\$142,748.46	\$25,775.81	\$905,612.36	\$1,500,612.83	38%	\$803,221
EXPENSE TOTALS		\$4,067,653.00	\$0.00	\$4,067,653.00	\$332,513.12	\$63,482.79	\$1,596,530.28	\$2,407,639.93	41%	\$1,391,900
Fund 0032 - Wastewater Fund Totals										
REVENUE TOTALS		4,067,653.00	.00	4,067,653.00	232,563.16	.00	1,243,292.94	2,824,360.06	31%	1,638,350
EXPENSE TOTALS		4,067,653.00	.00	4,067,653.00	332,513.12	63,482.79	1,596,530.28	2,407,639.93	41%	1,391,900
Fund 0032 - Wastewater Fund Totals		\$0.00	\$0.00	\$0.00	(\$99,949.96)	(\$63,482.79)	(\$353,237.34)	\$416,720.13		\$246,440
Fund 0033 - Stormwater Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	1,150,000.00	.00	1,150,000.00	78,671.68	.00	393,622.11	756,377.89	34	355,700
302.001	Penalties	8,500.00	.00	8,500.00	834.96	.00	3,869.59	4,630.41	46	3,700
331.000	Federal Grants	402,000.00	.00	402,000.00	.00	.00	.00	402,000.00	0	
369.002	Miscellaneous Revenue	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	450
395.001	Transfer from General Fund	309,418.00	.00	309,418.00	.00	.00	309,418.00	.00	100	
Department 00 - Revenue Totals		\$1,870,918.00	\$0.00	\$1,870,918.00	\$79,506.64	\$0.00	\$706,909.70	\$1,164,008.30	38%	\$359,850
REVENUE TOTALS		\$1,870,918.00	\$0.00	\$1,870,918.00	\$79,506.64	\$0.00	\$706,909.70	\$1,164,008.30	38%	\$359,850
EXPENSE										
Department 40 - Storm Water Utility Exp.										
400.101	Regular Pay	197,659.00	.00	197,659.00	17,861.95	.00	16,446.36	181,212.64	8	75,080
401.103	Overtime	3,500.00	.00	3,500.00	36.58	.00	968.03	2,531.97	28	350
401.105	On-call pay	2,600.00	.00	2,600.00	200.00	.00	1,200.00	1,400.00	46	1,000
405.114	FICA	15,445.00	.00	15,445.00	1,254.97	.00	764.43	14,680.57	5	5,170
406.116	Retirement	33,002.00	.00	33,002.00	2,534.87	.00	2,567.69	30,434.31	8	11,830
408.125	SCMIT Worker's Comp Ins.	9,626.00	.00	9,626.00	148.12	.00	8,380.74	1,245.26	87	8,760
410.001	Health Claims Cost	52,202.00	.00	52,202.00	4,315.68	.00	21,578.40	30,623.60	41	21,570
410.002	Health Claim Costs-Retire	.00	.00	.00	.00	.00	.00	.00	+++	
410.003	OPEB cost	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
500.101	Supplies and Materials	2,450.00	.00	2,450.00	.00	.00	252.64	2,197.36	10	1,090
500.102	Equipment	6,000.00	.00	6,000.00	.00	(23,357.66)	23,357.66	6,000.00	0	5,130



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	148.40	.00	1,076.06	3,323.94	24	90%
513.112	Asphalt/Concrete/Gravel	7,000.00	.00	7,000.00	17.50	3,140.32	679.68	3,180.00	55	94%
514.112	SW Collection Syst Supply	4,050.00	.00	4,050.00	.00	.00	.00	4,050.00	0	
515.121	Safety Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	30%
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	.00	300.00	0	
600.110	SCMIRF Property/Liab Ins	56,632.00	.00	56,632.00	.00	.00	25,742.06	30,889.94	45	3,14%
610.111	Communications- Landline	1,500.00	.00	1,500.00	121.21	.00	692.24	807.76	46	65%
610.112	Postage	300.00	.00	300.00	23.24	.00	106.58	193.42	36	9%
610.1110	Communications- Wireless	2,060.00	.00	2,060.00	79.35	.00	802.89	1,257.11	39	16%
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	5,199.00	.00	5,199.00	408.65	.00	2,075.60	3,123.40	40	2,11%
650.128	Water	269.00	.00	269.00	25.73	.00	120.07	148.93	45	10%
650.133	Stormwater	16,975.00	.00	16,975.00	1,373.40	.00	6,867.00	10,108.00	40	6,86%
650.134	Security Lights	988.00	.00	988.00	80.00	.00	400.00	588.00	40	40%
650.1271	Electricity- Sales Tax	22.00	.00	22.00	1.30	.00	7.87	14.13	36	%
660.105	COVID-19 Pandemic Expense	.00	.00	.00	20.00	.00	100.00	(100.00)	+++	
660.133	Repairs & Maint. Services	33,500.00	.00	33,500.00	.00	(10,572.80)	19,500.87	24,571.93	27	10,92%
660.139	Fleet Services-RTA Mtce Allocation	10,180.00	.00	10,180.00	476.31	.00	4,187.74	5,992.26	41	5,28%
660.145	Gasoline & Oil	17,810.00	.00	17,810.00	3,623.97	.00	9,845.55	7,964.45	55	5,76%
660.1391	Fleet Services -Departmental Expense Allocation	14,782.00	.00	14,782.00	1,915.24	.00	10,369.72	4,412.28	70	7,36%
660.1392	Fleet Svcs- Outside Vends	4,434.00	.00	4,434.00	.00	.00	997.46	3,436.54	22	2,51%
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
681.100	Capital Lease Principal	45,914.00	.00	45,914.00	44,878.18	.00	44,878.18	1,035.82	98	44,87%
681.120	Capital Lease Interest	4,391.00	.00	4,391.00	5,428.50	.00	5,428.50	(1,037.50)	124	5,42%
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.183	Depreciation	520,611.00	.00	520,611.00	43,594.86	.00	217,974.08	302,636.92	42	214,11%
685.186	Training	50.00	.00	50.00	.00	.00	.00	50.00	0	
686.187	Professional Services	5,040.00	.00	5,040.00	400.00	2,110.90	1,066.60	1,862.50	63	66%
686.189	Employee Medical	455.00	.00	455.00	60.00	.00	60.00	395.00	13	10%
686.195	Repair/Maint Svc Contract	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	
686.196	Bank Charges/Fees	5,000.00	.00	5,000.00	110.10	.00	857.66	4,142.34	17	2,18%
686.199	Internal Engineering	33,000.00	.00	33,000.00	.00	.00	7,274.66	25,725.34	22	10,40%
686.1895	Employee wellness services	3,300.00	.00	3,300.00	.00	.00	760.58	2,539.42	23	77%
687.202	Utility Billing Services	2,800.00	.00	2,800.00	16.22	.00	693.75	2,106.25	25	95%
687.204	Janitorial Services	750.00	.00	750.00	68.64	.00	343.20	406.80	46	23%
690.002	Settlement Costs	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT



Budget Performance Report

19.K.5Fiscal Year to Date 11/30/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
720.001	Provision for Bad Debts	1,550.00	.00	1,550.00	129.17	.00	645.85	904.15	42	64
750.124	Transfers to General Fund	170,607.00	.00	170,607.00	14,217.25	.00	71,086.25	99,520.75	42	67,10
795.995	GF Cost Distribution	49,415.00	.00	49,415.00	4,117.92	.00	20,589.60	28,825.40	42	20,76
795.999	Allocation G&A Services	31,350.00	.00	31,350.00	2,080.14	.00	11,129.90	20,220.10	36	15,05
900.956	Stormwater System Improvements EDA #04-79-07494	402,000.00	.00	402,000.00	.00	30,000.00	.00	372,000.00	7	
900.1000	Infrastructure Improvements	.00	.00	.00	.00	.00	.00	.00	+++	28,67
900.4300	Other Equipment	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	
950.962	Drainage Improvements	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	
9999.9999	Assets Reclassified	(312,000.00)	.00	(312,000.00)	.00	.00	.00	(312,000.00)	0	(24,978
Department 40 - Storm Water Utility Exp. Totals		\$1,870,918.00	\$0.00	\$1,870,918.00	\$149,767.45	\$1,320.76	\$541,876.15	\$1,327,721.09	29%	\$564,59
EXPENSE TOTALS		\$1,870,918.00	\$0.00	\$1,870,918.00	\$149,767.45	\$1,320.76	\$541,876.15	\$1,327,721.09	29%	\$564,59
Fund 0033 - Stormwater Utility Fund Totals										
REVENUE TOTALS		1,870,918.00	.00	1,870,918.00	79,506.64	.00	706,909.70	1,164,008.30	38%	359,85
EXPENSE TOTALS		1,870,918.00	.00	1,870,918.00	149,767.45	1,320.76	541,876.15	1,327,721.09	29%	564,59
Fund 0033 - Stormwater Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$70,260.81)	(\$1,320.76)	\$165,033.55	(\$163,712.79)		(\$204,739
Fund 0035 - Waste Management Fund										
REVENUE										
Department 00 - Revenue										
344.001	Refuse Col Chge-Resident	780,000.00	.00	780,000.00	64,183.79	.00	323,141.95	456,858.05	41	326,29
344.002	Refuse Col Chge-Comm	145,000.00	.00	145,000.00	12,676.97	.00	63,327.85	81,672.15	44	61,77
344.003	Sanitation Fee Penalties	15,000.00	.00	15,000.00	1,269.04	.00	5,931.34	9,068.66	40	6,34
361.001	Investment Earnings	.00	.00	.00	.00	.00	.72	(.72)	+++	
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	153.60	(153.60)	+++	
391.001	Sale of Assets	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	2,80
Department 00 - Revenue Totals		\$941,000.00	\$0.00	\$941,000.00	\$78,129.80	\$0.00	\$392,555.46	\$548,444.54	42%	\$397,22
REVENUE TOTALS		\$941,000.00	\$0.00	\$941,000.00	\$78,129.80	\$0.00	\$392,555.46	\$548,444.54	42%	\$397,22
EXPENSE										
Department 31 - Residential Sanitation										
400.101	Regular Pay	258,289.00	.00	258,289.00	27,489.51	.00	119,443.10	138,845.90	46	104,39
401.103	Overtime	19,560.00	.00	19,560.00	1,425.54	.00	11,309.20	8,250.80	58	6,61
405.114	FICA	21,255.00	.00	21,255.00	2,084.44	.00	9,524.95	11,730.05	45	7,75
406.116	Retirement	46,012.00	.00	46,012.00	3,951.18	.00	19,645.56	26,366.44	43	17,22
408.125	SCMIT Worker's Comp Ins.	12,577.00	.00	12,577.00	140.51	.00	23,824.30	(11,247.30)	189	22,25
410.001	Health Claims Cost	60,782.00	.00	60,782.00	4,186.04	.00	20,090.96	40,691.04	33	22,92
410.002	Health Claim Costs-Retire	5,506.00	.00	5,506.00	(121.76)	.00	141.38	5,364.62	3	3,24
410.003	OPEB cost	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	
500.101	Supplies and Materials	3,500.00	.00	3,500.00	300.79	.00	2,354.78	1,145.22	67	1,11



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
501.101	Uniforms and Clothing	17,691.00	.00	17,691.00	2,448.27	3,814.53	6,040.00	7,836.47	56	4,188
515.121	Safety Supplies	2,000.00	.00	2,000.00	24.34	.00	151.11	1,848.89	8	271
600.110	SCMIRF Property/Liab Ins	4,616.00	.00	4,616.00	.00	.00	2,098.10	2,517.90	45	15,154
610.111	Communications- Landline	200.00	.00	200.00	5.03	.00	58.43	141.57	29	51
610.112	Postage	500.00	.00	500.00	47.05	.00	547.60	(47.60)	110	191
620.114	Advertising	800.00	.00	800.00	.00	.00	84.00	716.00	10	74
640.124	Travel Expense	50.00	.00	50.00	.00	.00	.00	50.00	0	
650.127	Electricity	1,178.00	.00	1,178.00	81.21	.00	496.79	681.21	42	384
650.128	Water	485.00	.00	485.00	46.84	.00	228.75	256.25	47	191
650.129	Wastewater	750.00	.00	750.00	66.42	.00	329.14	420.86	44	301
650.130	Sanitation	456.00	.00	456.00	36.92	.00	184.60	271.40	40	184
650.133	Stormwater	52.00	.00	52.00	4.28	.00	21.40	30.60	41	21
650.134	Security Lights	542.00	.00	542.00	43.89	.00	219.45	322.55	40	219
650.1271	Electricity- Sales Tax	4.00	.00	4.00	.13	.00	1.03	2.97	26	
660.105	COVID-19 Pandemic Expense	2,000.00	.00	2,000.00	162.40	.00	812.00	1,188.00	41	38,104
660.136	Container Repairs	1,500.00	.00	1,500.00	.00	.00	1,061.05	438.95	71	
660.139	Fleet Services-RTA Mtce Allocation	30,731.00	.00	30,731.00	2,494.19	.00	14,840.62	15,890.38	48	13,691
660.145	Gasoline & Oil	44,753.00	.00	44,753.00	5,579.75	.00	19,798.60	24,954.40	44	12,621
660.1362	Roll-Out Purchases	30,000.00	.00	30,000.00	.00	7,375.00	21,529.68	1,095.32	96	9,591
660.1391	Fleet Services -Departmental Expense Allocation	42,710.00	.00	42,710.00	5,790.77	.00	29,032.73	13,677.27	68	19,501
660.1392	Fleet Svcs- Outside Vends	4,012.00	.00	4,012.00	55.00	.00	883.75	3,128.25	22	2,271
681.100	Capital Lease Principal	47,658.00	.00	47,658.00	46,582.33	.00	71,377.71	(23,719.71)	150	46,581
681.120	Capital Lease Interest	2,227.00	.00	2,227.00	3,303.30	.00	5,177.90	(2,950.90)	233	3,301
685.180	Membership Dues and Fees	150.00	.00	150.00	.00	.00	.00	150.00	0	
685.182	Other Operating Expenses	750.00	.00	750.00	.00	.00	51.00	699.00	7	61
685.183	Depreciation	50,640.00	.00	50,640.00	4,635.49	.00	23,177.45	27,462.55	46	20,261
685.186	Training	150.00	.00	150.00	.00	.00	.00	150.00	0	
685.190	Landfill Fees	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.189	Employee Medical	800.00	.00	800.00	.00	.00	319.00	481.00	40	241
686.196	Bank Charges/Fees	2,500.00	.00	2,500.00	132.12	.00	1,029.19	1,470.81	41	2,621
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	1,216.89	1,783.11	41	1,241
687.202	Utility Billing Services	4,500.00	.00	4,500.00	32.85	.00	1,404.29	3,095.71	31	1,931
687.203	Contract Services	67,500.00	.00	67,500.00	6,136.13	6,063.25	30,780.53	30,656.22	55	30,211
687.204	Janitorial Services	2,500.00	.00	2,500.00	336.90	.00	1,684.50	815.50	67	1,171
720.001	Provision for Bad Debts	1,500.00	.00	1,500.00	125.00	.00	625.00	875.00	42	621
730.120	Recycling Labor	37,000.00	.00	37,000.00	2,552.55	6,936.38	11,563.62	18,500.00	50	10,851
730.122	Recycling Operating	5,000.00	.00	5,000.00	186.80	.00	3,168.55	1,831.45	63	1,301
795.001	IT Internal Allocations	8,837.00	.00	8,837.00	507.56	.00	1,911.30	6,925.70	22	2,101



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
795.002	IT Billable Services	.00	.00	.00	.00	.00	415.87	(415.87)	+++	
795.995	GF Cost Distribution	87,277.00	.00	87,277.00	7,273.08	.00	36,365.40	50,911.60	42	36,671
900.4200	Heavy Equipment	.00	.00	.00	.00	.00	.00	.00	+++	116,344
9999.9999	Assets Reclassified	.00	.00	.00	.00	.00	.00	.00	+++	(116,344)
Department 31 - Residential Sanitation Totals		\$941,000.00	\$0.00	\$941,000.00	\$128,146.85	\$24,189.16	\$495,021.26	\$421,789.58	55%	\$461,821
Department 32 - Commercial Sanitation										
410.001	Health Claims Cost	.00	.00	.00	.00	.00	(133.32)	133.32	+++	(533)
Department 32 - Commercial Sanitation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$133.32)	\$133.32	+++	(\$533)
EXPENSE TOTALS		\$941,000.00	\$0.00	\$941,000.00	\$128,146.85	\$24,189.16	\$494,887.94	\$421,922.90	55%	\$461,288
Fund 0035 - Waste Management Fund Totals										
REVENUE TOTALS		941,000.00	.00	941,000.00	78,129.80	.00	392,555.46	548,444.54	42%	397,221
EXPENSE TOTALS		941,000.00	.00	941,000.00	128,146.85	24,189.16	494,887.94	421,922.90	55%	461,288
Fund 0035 - Waste Management Fund Totals		\$0.00	\$0.00	\$0.00	(\$50,017.05)	(\$24,189.16)	(\$102,332.48)	\$126,521.64		(\$64,066)
Fund 0081 - Governmental Cap Assets										
EXPENSE										
Department 01 - Administration										
685.183	Depreciation	.00	.00	.00	50,025.76	.00	250,712.76	(250,712.76)	+++	253,651
900.0000	Capital Outlay Eliminatio	.00	.00	.00	(2,925.00)	.00	(10,926.00)	10,926.00	+++	(21,363)
Department 01 - Administration Totals		\$0.00	\$0.00	\$0.00	\$47,100.76	\$0.00	\$239,786.76	(\$239,786.76)	+++	\$232,291
Department 05 - Police										
685.183	Depreciation	.00	.00	.00	38,569.19	.00	193,145.61	(193,145.61)	+++	219,221
900.0000	Capital Outlay Eliminatio	.00	.00	.00	(4,239.84)	.00	(4,239.84)	4,239.84	+++	
Department 05 - Police Totals		\$0.00	\$0.00	\$0.00	\$34,329.35	\$0.00	\$188,905.77	(\$188,905.77)	+++	\$219,221
Department 12 - Public Works										
685.183	Depreciation	.00	.00	.00	8,175.49	.00	40,462.65	(40,462.65)	+++	40,191
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	(24,383.18)	24,383.18	+++	
Department 12 - Public Works Totals		\$0.00	\$0.00	\$0.00	\$8,175.49	\$0.00	\$16,079.47	(\$16,079.47)	+++	\$40,191
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$89,605.60	\$0.00	\$444,772.00	(\$444,772.00)	+++	\$491,711
Fund 0081 - Governmental Cap Assets Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
EXPENSE TOTALS		.00	.00	.00	89,605.60	.00	444,772.00	(444,772.00)	+++	491,711
Fund 0081 - Governmental Cap Assets Totals		\$0.00	\$0.00	\$0.00	(\$89,605.60)	\$0.00	(\$444,772.00)	\$444,772.00		(\$491,711)
Fund 0086 - Seized and Forfeited										
REVENUE										
Department 00 - Revenue										
394.002	Transfer from fund balance	34,613.00	.00	34,613.00	.00	.00	.00	34,613.00	0	



Budget Performance Report

19.K.5

Fiscal Year to Date 11/30/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0086 - Seized and Forfeited										
REVENUE										
Department 00 - Revenue Totals		\$34,613.00	\$0.00	\$34,613.00	\$0.00	\$0.00	\$0.00	\$34,613.00	0%	\$0.00
REVENUE TOTALS		\$34,613.00	\$0.00	\$34,613.00	\$0.00	\$0.00	\$0.00	\$34,613.00	0%	\$0.00
EXPENSE										
Department 05 - Police										
500.101	Supplies and Materials	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
500.102	Equipment	9,500.00	.00	9,500.00	.00	.00	.00	9,500.00	0	
501.101	Uniforms and Clothing	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	57.92	72.18	331.06	796.76	34	438
660.134	Radio Repairs	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
660.145	Gasoline & Oil	2,363.00	.00	2,363.00	384.49	.00	1,631.97	731.03	69	711
685.180	Membership Dues and Fees	1,250.00	.00	1,250.00	.00	.00	800.00	450.00	64	800
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.186	Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.191	Canine Unit Operations	6,000.00	.00	6,000.00	.00	.00	1,859.00	4,141.00	31	
686.194	Other Prof/Tech Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	5,000
Department 05 - Police Totals		\$34,613.00	\$0.00	\$34,613.00	\$442.41	\$72.18	\$4,622.03	\$29,918.79	14%	\$6,951
EXPENSE TOTALS		\$34,613.00	\$0.00	\$34,613.00	\$442.41	\$72.18	\$4,622.03	\$29,918.79	14%	\$6,951
Fund 0086 - Seized and Forfeited Totals										
REVENUE TOTALS		34,613.00	.00	34,613.00	.00	.00	.00	34,613.00	0%	
EXPENSE TOTALS		34,613.00	.00	34,613.00	442.41	72.18	4,622.03	29,918.79	14%	6,951
Fund 0086 - Seized and Forfeited Totals		\$0.00	\$0.00	\$0.00	(\$442.41)	(\$72.18)	(\$4,622.03)	\$4,694.21		(\$6,950)
Grand Totals										
REVENUE TOTALS		37,432,073.00	.00	37,432,073.00	1,949,632.85	.00	10,512,205.96	26,919,867.04	28%	10,747,931
EXPENSE TOTALS		37,432,073.00	(144,999.00)	37,287,074.00	2,758,333.15	786,850.02	15,003,105.99	21,497,117.99	42%	12,934,881
Grand Totals		\$0.00	\$144,999.00	\$144,999.00	(\$808,700.30)	(\$786,850.02)	(\$4,490,900.03)	\$5,422,749.05		(\$2,186,951)

Attachment: November 2021 Budget Performance Report (3493 : December 2021 Monthly Finance and IT