# REGULAR MEETING OF CITY COUNCIL
# DECEMBER 17, 2015 – 5:30 PM
# COUNCIL CHAMBERS
# GEORGETOWN, SC

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

**1. CALL TO ORDER**

**2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**

**3. INVOCATION & PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS**

**5. INTRODUCTION OF NEW EMPLOYEES**

**6. GEORGETOWN COUNTY REQUEST CONCERNING BASSMASTER ELITE SERIES TOURNAMENT**

**A. Motion to approve a request by Georgetown County to provide support and co-sponsor the Bassmaster Elite Series tournament in April 2016.**

Attachments:

1 request from County re Bassmaster Tournament co-sponsorship (PDF)

**7. FINANCE**

**A. Motion to Continue Banking Relationship with Wells Fargo. A total of three (3) proposals were received.**

Attachments:

1 Banking RFP (PDF)

**8. WATER UTILITIES**

**A. Motion to approve first reading of an ordinance to amend the Pretreatment Ordinance to reflect changes to the Local Limits and Waste Hauler Rates.**

Attachments:

1 Ordinance Amendment (PDF)

2 COG Pretreatment Ordinance Draft (PDF)

**B. Motion to Approve Contract and Payment to Coastal Asphalt, LLC for Asphalt Resurfacing of Merriman Road, Bonds Street, and Martin Street and Asphalt Surfacing of C Street in the amount of $117,380.91.**

Attachments:

1 Bid Tab 2015 (PDF)

**9. ADMINISTRATION**

**A. Motion to approve first reading of an Ordinance amending Chapter 11, Article II, Section 11-26 of the City Code establishing additional conditions under which commercial properties may be deemed a nuisance.**

Attachments:

1 12- 8 Version for inclusion with Agenda (PDF)

**10. CITY ADMINISTRATOR REPORT**

**11. MINUTES**

**A. Motion to approve minutes of Regular Meeting of City Council dated November 19, 2015.**

**12. OLD BUSINESS**

**13. NEW BUSINESS**

**14. DEPARTMENT MONTHLY REPORTS**

**A. November 2015 Georgetown Police PD Report**

Attachments:

1 Monthly letter - November 2015 (PDF)

**B. November 2015 Fire Report**

Attachments:

1 November 2015 Fire Report (PDF)

**C. November 2015 Public Works Department Report**

Attachments:

1 NOV.2015 (PDF)

**D. November 2015 Fleet Services Report**

Attachments:

1 Monthly Report (PDF)

**E. November 2015 Electric Utility Department Report**

Attachments:

1 november15report (PDF)

**F. November 2015 Water Utilities Report**

Attachments:

1 November 2015 Water Utilities Report (PDF)

**G. November 2015 Housing & Community Development Report**

Attachments:

1 November Monthly Report 2015 (PDF)

**H. November 2015 Finance and IT Departments Report**

Attachments:

1 November 2015 Finance & IT Report (PDF)

| | | |
|---|---|---|
| 2 | GovDeals-Monthly Rpts FY 15.16 | (PDF) |
| 3 | Grants-Monthly Rpts FY15.16 | (PDF) |
| 4 | Budget Performance Reports - November 2015 | (PDF) |

## 15. EXECUTIVE SESSION

**Motion to enter Executive Session pursuant to Section 30-4-70 (a)(1) to discuss appointments to the Georgetown Housing Authority Board and Employee Grievance Committee and pursuant to Section 30-4-70(a)(2) discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property known as Goat Island and receive legal advice regarding Case # 2015-CP-22-01115.**

**Motion to adjourn Executive Session and return to Regular Session.**

**NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**

## 16. APPOINTMENTS

**A. Motion to appoint member to the Georgetown Housing Authority Board.**

**B. Motion to appoint members to the Employee Grievance Committee.**

## 17. ACTION

**A. Motion to authorize agreement for purchase of property known as Goat Island. (Tentative)**

## 18. ADJOURNMENT

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

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

## ACTION ITEM

DOC ID: 1965

| | |
|---|---|
| **Council Meeting Date:** | 17 December 2015 |
| **Department:** | Administration |
| **Issue Under Consideration:** | Motion to approve a request by Georgetown County to provide support and co-sponsor the Bassmaster EliteSeries tournament in April 2016. |
| **Amount Requested:** | $5,000 |
| **Is Item in Current Budget?** | Can be used from Hospitality Funds 22.23.685.174 |
| **If no, please explain:** | |
| **Financial Impact:** | Police will absorb any overtime for security, cost of water service tap to weigh-in area. |
| **Points to Consider:** | |
| **Options:** | 1) Approve request 2) Demur on request |
| **Staff Recommendation:** | 1) Approve due to exposure from event |

**Reviews:**

Chris Carter Completed 12/07/2015 3:58 PM
Chris Carter Completed 12/07/2015 3:59 PM
Ann U. Mercer Completed 12/07/2015 4:36 PM
Georgetown City Council Pending 12/17/2015 5:30 PM

**Attachments:**

1. 1 request from County re Bassmaster Tournament co-spondosrship (PDF)

Write Sel Hemingway before Meeting in December



Founded 1769

October 30, 2015

Chris Carter, City Administrator
City of Georgetown
P. O. Box 939
Georgetown, SC 29442

Dear Chris,

As you are aware, Georgetown has been selected to host a Bassmaster Elite Series Tournament in April 2016. This event will have a tremendous economic impact on our community and will have residual benefits for our area due to the international television coverage associated with the event. Additionally, the Winyah Bay Heritage Festival will be held in conjunction with the fishing tournament.

The cost associated with hosting this event is approximately $100,000 and I am asking that the City assist with the hosting by providing in-kind services that may be available. Specifically, I am requesting that the City provide police security and water and electricity for the event. There may be other "opportunities" for the City to participate and I would welcome any suggestions that you may have.

Again, I feel that this event will bring significant benefits to our area and I hope that you will see this as a partnership between the City and County to showcase our community.

Please let me know if you need additional information.

Sincerely,

Sel Hemingway
Administrator

Georgetown County
*Office of the Administrator*
716 Prince Street
Georgetown, South Carolina 29440
Telephone (843)545-3006
Fax (843)545-3121

Attachment: request from County re Bassmaster Tournament co-spondosrship (1965 : Request to Co-sponsor)

December 2015 Mtg.



## Carter, Chris

**From:** Carter, Chris
**Sent:** Tuesday, November 10, 2015 10:01 AM
**To:** shemingway@gtcounty.org
**Subject:** Bass tournament

Sel,

I am writing this following up on our meeting of last Friday regarding the Eliste Bassmasters Event coming to Georgetown the first week of April.

Specifically I understand that you plan to ask City Council on December 17th , at the City Council meeting to assume partial sponsorship of the Event. I undertand there are three specific needs:

- Since the event is in the City at the Carroll Campbell boat landing you request the City lead in providing 24 hour security for the event. This would require at least one officer being stationed on hand during the weigh-in events and be there to provide security for the paticipants equipment and the weigh-in site after hours.
- You wish to ask the City appropriate $5,000 under the Tourism/Advertise/Promote line item (22.23.685.174) in the Hospitality expenditures fund to co-sponsor a participant dinner. This would be a payment to the County.
- City provide 1" water service at the site form the existing water main at Venture Drive to the staging area at the southwest corner of the Complex for weigh-ins and boat wash.

I wanted to memorialize this so I can tell Councilmembers what to expect and I think the public show of support will do them well and give us license to proceed with providing these things, or at least planning for them in a timely fashion. It also gives us a firm understanding on how to proceed with the Dept. Heads who need to do this.

Chris

Attachment: request from County re Bassmaster Tournament co-spondosrship (1965 : Request to Co-sponsor)

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

## ACTION ITEM

DOC ID: 1969

| | |
|---|---|
| **Council Meeting Date:** | 17 December 2015 |
| **Department:** | Finance |
| **Issue Under Consideration:** | Motion to Continue Banking Relationship with Wells Fargo. A total of three (3) proposals were received. |
| **Amount Requested:** | NA |
| **Is Item in Current Budget?** | NA |
| **If no, please explain:** | |
| **Financial Impact:** | To receive the highest quality of financial services at the most reasonable cost. |
| **Points to Consider:** | The City recognizes the need to examine its banking relationship periodically to ensure that we receive the best services and values and improve cash management and customer service capabilities. |
| **Options:** | Approve or Disapprove |
| **Staff Recommendation:** | Approve |

**Reviews:**

Debra Bivens Completed 12/08/2015 11:59 AM
Chris Carter Completed 12/08/2015 4:56 PM
Ann U. Mercer Completed 12/08/2015 5:11 PM
Georgetown City Council Pending 12/17/2015 5:30 PM

**Attachments:**

1. 1 Banking RFP (PDF)

# CITY OF GEORGETOWN
## Submittal Listing/Final Review

| | | | |
|---|---|---|---|
| Project: | RFP FOR BANKING SERVICES FOR CITY OF GEORGETOWN #04-2015-001 | Date: | Friday, Oct. 9, 2015 4 pm |
| Facilitator: | Bonnie L. Infinger, Purchasing Agent | Place: | City Hall Council Chambers |

City Representatives Present: Debra L Bivens, Director of Finance
Bonnie L Infinger, Purchasing Agent

Submittals Received on Time/In Review Process Completed

Recommendation of Award to: Wells Fargo (Per Council Meeting on December 17, 2015)

Signed: _____

| Banking Services Company | Mailing Address | | | | Comments |
|---|---|---|---|---|---|
| TD Bank | 6000 Atrium Way<br>Mount Laurel, NJ 08054 | | | | Submittal Received on Time/Review Process Completed 12/8/15 |
| Wells Fargo | 550 S Tryon St<br>3rd Floor, Prod. Center<br>Charlotte, NC 28202 | | | | Submittal Received on Time/Review Process Completed 12/8/15 |
| First Citizens Bank | 1230 Main St<br>Columbia, SC 29201 | | | | Submittal Received on Time/Review Process Completed 12/8/15 |
| | | | | | |
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Attachment: Banking RFP (1969 : Motion to Continue Banking Relationship with Wells Fargo)

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

# ORDINANCE

DOC ID: 1971

| | |
|---|---|
| **Council Meeting Date:** | 17 December 2015 |
| **Department:** | Water Utilities |
| **Issue Under Consideration:** | Motion to approve first reading of an ordinance to amend the Pretreatment Ordinance to relflect changes to the Local Limits and Waste Hauler Rates. |
| **Amount Requested:** | None |
| **Is Item in Current Budget?** | N/A |
| **If no, please explain:** | |
| **Financial Impact:** | None |
| **Points to Consider:** | • The Pretreatment Ordinance was amended/updated in October 2014 per SCDHEC requirements.<br>• The City completed a Long Term Monitoring Plan which sampled all influents into WWTP.<br>• The recommendations of the Long Term Monitoring Plan included revising the Local Limits to include Ammonia, Total Petroleum Hydrocarbons, and Chemical Oxygen Demand.<br>• The current Waste Hauler rates are $5.00 per 500 gallons. The recommendation is to raise this to $30.00 per 500 gallons.<br>• This amendment to the Pretreatment Ordinance is included in the Corrective Action Plan for the Consent Order, which requires us to make the changes to the Local Limits. |
| **Options:** | Approve or Disapprove |
| **Staff Recommendations:** | Approve |

**Reviews:**

| | | |
|---|---|---|
| Will Cook | Completed | 12/10/2015 2:11 PM |
| Chris Carter | Completed | 12/10/2015 2:23 PM |
| Ann U. Mercer | Completed | 12/10/2015 2:37 PM |
| Georgetown City Council | Pending | 12/17/2015 5:30 PM |

**Attachments:**

1. 1 Ordinance Amendment (PDF)
2. 2 COG Pretreatment Ordinance Draft (PDF)

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND THE PRETREATMENT ORDINANCE TO RELFLECT CHANGES TO THE LOCAL LIMITS AND WASTE HAULER RATES.**

**AN ORDINANCE AMENDING THE PRETREATMENT ORDINANCE TO ADD LOCAL LIMITS AND REVISE THE WASTE HAULER RATE**

**WHEREAS,** On October 21, 2014, pursuant to Chapter 22 – Utilities, Article III, Division 6, Section 22-126, the City of Georgetown amended the Pretreatment Ordinance; and

**WHEREAS,** Section 22-55 of the Sewers and Sewer Service Ordinance of the City of Georgetown provides that the Sewers and Sewer Service Ordinance may be amended from time to time by the Mayor and City Council

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Pretreatment Ordinance of the City of Georgetown be amended by revising limits in Section 2, 2.4, B Local Limits to include as follows:

| | |
|---|---|
| 25 mg/L | Ammonia |
| 5.0 mg/L | Total Petroleum Hydrocarbons (TPH) |
| 500 mg/L | COD |

And that the Pretreatment Ordinance of the City of Georgetown be amended by revising a fee in Attachment B, Pretreatment Program Fees, Hauled Waste as follows:

Basic Charge (FOG and Septage) $ 0.060 per gallon based on truck capacity

**BE IT FURTHER ORDAINED,** that such changes shall be made to the Pretreatment Ordinance of the City of Georgetown. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**ATTEST:**

_____
Ann U. Mercer, City Clerk

_____
Jack M. Scoville, Jr., Mayor

First Reading:_____

Approved as to Form:

Second Reading:_____

_____
Elise F. Crosby, City Attorney

Attachment: Ordinance Amendment (1971 : Amendment to Pretreatment Ordinance)

# CITY OF GEORGETOWN

# SOUTH CAROLINA

## PRETREATMENT ORDINANCE

Updated by Shealy Consulting LLC
September 2014

Updated by City of Georgetown
December 2015

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# TABLE OF CONTENTS


| SECTION | | | PAGE NO. |
|---|---|---|---|
| 1 | General Provisions | | 1 |
| | 1.1 | Purpose and Policy | 1 |
| | 1.2 | Administration | 1 |
| | 1.3 | Abbreviations | 2 |
| | 1.4 | Definitions | 2 |
| 2 | General Sewer Use Requirements | | 10 |
| | 2.1 | Prohibited Discharge Standards | 10 |
| | 2.2 | National Categorical Pretreatment Standards | 12 |
| | 2.3 | State Pretreatment Standards | 15 |
| | 2.4 | Local Limits | 15 |
| | 2.5 | City's Right of Revision | 16 |
| | 2.6 | Dilution | 16 |
| 3 | Pretreatment of Wastewater | | 17 |
| | 3.1 | Pretreatment Facilities | 17 |
| | 3.2 | Additional Pretreatment Measures | 17 |
| | 3.3 | Accidental Discharge/Slug Discharge Control Plans | 18 |
| | 3.4 | Hauled Wastewater | 18 |
| 4 | Individual Wastewater Discharge Permits | | 19 |
| | 4.1 | 1 Wastewater Analysis | 19 |
| | 4.2 | Individual Wastewater Discharge Permit Requirement | 19 |
| | 4.3 | Individual Wastewater Discharge Permitting: Existing Connections | 19 |
| | 4.4 | Individual Wastewater Discharge Permitting: New Connections | 20 |
| | 4.5 | Individual Wastewater Discharge Permit Application Contents | 20 |
| | 4.6 | Application Signatories and Certifications | 21 |
| | 4.7 | Individual Wastewater Discharge Permit Decisions | 22 |
| 5 | Individual Wastewater Discharge Permit Issuance | | 23 |
| | 5.1 | Individual Wastewater Discharge Permit Duration | 23 |


Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

| | | | |
|---|---|---|---|
| | 5.2 | Individual Wastewater Discharge Permit Contents | 23 |
| | 5.3 | Permit Issuance and Appeals Process | 25 |
| | 5.4 | Permit Modification | 26 |
| | 5.5 | Individual Wastewater Discharge Permit Transfer | 26 |
| | 5.6 | Individual Wastewater Discharge Permit Revocation | 27 |
| | 5.7 | Individual Wastewater Discharge Permit Reissuance | 28 |
| | 5.8 | Regulation of Waste Received from other Jurisdictions | 28 |
| 6 | Reporting Requirements | | 30 |
| | 6.1 | 1 Baseline Monitoring Reports | 30 |
| | 6.2 | Compliance Schedule Progress | 31 |
| | 6.3 | Reports on Compliance with Categorical Pretreatment Standard Deadline | 32 |
| | 6.4 | Periodic Compliance Reports | 32 |
| | 6.5 | Reports of Changed Conditions | 34 |
| | 6.6 | Reports of Potential Problems | 34 |
| | 6.7 | Reports from Unpermitted Users | 35 |
| | 6.8 | Notice of Violation/Repeat Sampling and Reporting | 35 |
| | 6.9 | Notification of the Discharge of Hazardous Waste | 35 |
| | 6.10 | Analytical Requirements | 36 |
| | 6. 11 | Sample Collection | 36 |
| | 6.12 | Date of Receipt of Reports | 37 |
| | 6.13 | Recordkeeping | 37 |
| | 6.14 | Certification Statements | 37 |
| 7 | Compliance Monitoring | | 40 |
| | 7.1 | Right of Entry: Inspection and Sampling | 40 |
| | 7.2 | Search Warrants | 40 |
| 8 | Confidential Information | | 42 |
| 9 | Publication of Users in Significant Noncompliance | | 43 |
| 10 | Administrative Enforcement Remedies | | 45 |
| | 10.1 | 1 Notification of Violation | 45 |


Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

| | | | |
|---|---|---|---|
| | 10.2 | Consent Orders | 45 |
| | 10.3 | Show Cause Hearing | 45 |
| | 10.4 | Compliance Orders | 45 |
| | 10.5 | 5 Cease and Desist Orders | 46 |
| | 10.6 | Administrative Fines | 46 |
| | 10.7 | Emergency Suspensions | 47 |
| | 10.8 | Termination of Discharge | 48 |
| 11 | Judicial Enforcement Remedies | | 49 |
| | 11.1 | Injunctive Relief | 49 |
| | 11.2 | Civil Penalties | 49 |
| | 11.3 | Criminal Prosecution | 49 |
| | 11.4 | Remedies Nonexclusive | 50 |
| 12 | Supplemental Enforcement Action | | 51 |
| | 12.1 | Penalties for Late Reports | 51 |
| | 12.2 | Performance Bonds | 51 |
| | 12.3 | Liability Insurance | 51 |
| | 12.4 | Payment of Outstanding Fees and Penalties | 51 |
| | 12.5 | Water Supply Severance | 51 |
| | 12.6 | Public Nuisances | 52 |
| | 12.7 | Contractor Listing | 52 |
| 13 | Affirmative Defense to Discharge Violations | | 53 |
| | 13.1 | 1 Bypass | 53 |
| 14 | Miscellaneous Provisions | | 55 |
| | 14.1 | Pretreatment Charges and Fees | 55 |
| | 14.2 | Severability | 55 |
| 15 | Fats, Oils and Grease Control | | 56 |
| | 15.1 | Purpose | 56 |
| | 15.2 | Applicability | 56 |
| | 15.3 | Definitions | 57 |
| | 15.4 | Inspections | 58 |


Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

15.5 Generator Requirements 59
15.6 Grease Control Devices 59
15.7 Transporter Requirements 60
15.8 Enforcement 61
16 Effective Date 62

**Attachment A – Wastewater Contribution Permit**

**Attachment B – Pretreatment Program Fees**

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# SECTION 1—GENERAL PROVISIONS

## 1.1 Purpose and Policy

This ordinance sets forth uniform requirements for Users of the Publicly Owned Treatment Works for the City of Georgetown and enables the City to comply with all applicable State and Federal laws. The Federal Clean Water Act of 1977 (Public Law 95-217) requires the U.S. Environmental Protection Agency (EPA) to establish a National Pretreatment Program. In accordance with the Federal Clean Water Act, EPA issued "General Pretreatment Regulations for Existing and New Sources" (40 CFR Part 403) on January 28, 1981. These regulations required the development, submission, review, and approval of Local Pretreatment Programs. The State of South Carolina accomplishes this under Regulation 61-9 Section 403.

A. To prevent the introduction of pollutants into the Publicly Owned Treatment Works that will interfere with its operation;

B. To prevent the introduction of pollutants into the Publicly Owned Treatment Works that will pass through the Publicly Owned Treatment Works, inadequately treated, into receiving waters, or otherwise be incompatible with the Publicly Owned Treatment Works;

C. To protect both Publicly Owned Treatment Works personnel who may be affected by wastewater and sludge in the course of their employment and the general public;

D. To promote reuse and recycling of industrial wastewater and sludge from the Publicly Owned Treatment Works;

E. To provide for fees for the equitable distribution of the cost of operation, maintenance, and improvement of the Publicly Owned Treatment Works; and

F. To enable City of Georgetown to comply with its National Pollutant Discharge Elimination System permit conditions, sludge use and disposal requirements, and any other Federal or State laws to which the Publicly Owned Treatment Works is subject.

This ordinance shall apply to all Users of the Publicly Owned Treatment Works. The ordinance authorizes the issuance of individual wastewater discharge permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires User reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

## 1.2 Administration

Except as otherwise provided herein, the Water Utilities Manager shall administer, implement, and enforce the provisions of this ordinance. Any powers granted to or duties imposed upon the Water Utilities Manager may be delegated by the Water Utilities Manager to a duly authorized City of Georgetown employee.

## 1.3 Abbreviations

The following abbreviations, when used in this ordinance, shall have the designated meanings:

BOD – Biochemical Oxygen Demand
BMP – Best Management Practice
BMR – Baseline Monitoring Report
CFR – *Code of Federal Regulations*
CIU – Categorical Industrial User
COD – Chemical Oxygen Demand
EPA – U.S. Environmental Protection Agency
gpd – gallons per day
IU – Industrial User
mg/l – milligrams per liter
NPDES – National Pollutant Discharge Elimination System
NSCIU – Non-Significant Categorical Industrial User
POTW – Publicly Owned Treatment Works
RCRA – Resource Conservation and Recovery Act
SIU – Significant Industrial User
SNC – Significant Noncompliance
TSS – Total Suspended Solids
U.S.C. – United States Code

## 1.4 Definitions

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this ordinance, shall have the meanings hereinafter designated.

A. **Act or "the Act."** The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. section 1251 et seq.

B. **Approval Authority**. The South Carolina Department of Health and Environmental Control, Division of Domestic Wastewater.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

C. **Authorized or Duly Authorized Representative of the User**.

(1) If the User is a corporation:

(a) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or

(b) The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit [or general permit {optional}] requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

(2) If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.

(3) If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

(4) The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to City of Georgetown.

D. **Biochemical Oxygen Demand or BOD**. The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l).

E. **Best Management Practices or BMPs** means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 2.1 A and B [40 CFR 403.5(a)(1) and (b)]. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

F. **Categorical Pretreatment Standard or Categorical Standard**. Any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.

G. **Categorical Industrial User**. An Industrial User subject to a categorical Pretreatment Standard or categorical Standard.

H. **The City**. The City of Georgetown or the City Council of the city of Georgetown.

I. **Chemical Oxygen Demand or COD**. A measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water.

J. **Control Authority**. The City of Georgetown

K. **Daily Maximum**. The arithmetic average of all effluent samples for a pollutant collected during a calendar day.

L. **Daily Maximum Limit**. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.

M. **Environmental Protection Agency or EPA**. The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, the Regional Administrator, or other duly authorized official of said agency.

K. **Existing Source**. Any source of discharge that is not a “New Source.”

L. **Grab Sample**. A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen (15) minutes.

M. **Indirect Discharge or Discharge**. The introduction of pollutants into the POTW from any nondomestic source.

N. **Instantaneous Maximum Allowable Discharge Limit.** The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the industrial flow rate and the duration of the sampling event.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

O. **Interference**. A discharge that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of [the City's] NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

P. **Local Limit**. Specific discharge limits developed and enforced by City of Georgetown upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in 40 CFR 403.5(a)(1) and (b).

Q. **Medical Waste**. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

R. **Monthly Average**. The sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

S. **Monthly Average Limit**. The highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

T. **New Source**.

(1) Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:

(a) The building, structure, facility, or installation is constructed at a site at which no other source is located; or
(b) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
(c) The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

(2) Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (1)(b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.

(3) Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:

(a) Begun, or caused to begin, as part of a continuous onsite construction program

(i) any placement, assembly, or installation of facilities or equipment; or (ii) significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

(b) Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

U. **Noncontact Cooling Water**. Water used for cooling that does not come into direct contact with any raw material, intermediate product, waste product, or finished product.

V. **Pass Through**. A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of [the City's] NPDES permit, including an increase in the magnitude or duration of a violation.

W. **Person.** Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all Federal, State, and local governmental entities.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

X. **pH**. A measure of the acidity or alkalinity of a solution, expressed in standard units.

Y. **Pollutant**. Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, Medical Wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).

Z. **Pretreatment.** The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.

AA. **Pretreatment Requirements**. Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.

BB. **Pretreatment Standards or Standards**. Pretreatment Standards shall mean prohibited discharge standards, categorical Pretreatment Standards, and Local Limits.

CC. **Prohibited Discharge Standards or Prohibited Discharges**. Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 2.1 of this ordinance.

DD. **Publicly Owned Treatment Works or POTW**. A treatment works, as defined by section 212 of the Act (33 U.S.C. section 1292), which is owned by City of Georgetown. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant.

EE. **Septic Tank Waste**. Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.

FF. **Sewage**. Human excrement and gray water (household showers, dishwashing operations, etc.).

GG. **Significant Industrial User (SIU)**.

A Significant Industrial User is:

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

(1) An Industrial User subject to categorical Pretreatment Standards; or

(2) An Industrial User that:

(a) Discharges an average of twenty-five thousand (25,000) gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
(b) Contributes a process wastestream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
(c) Is designated as such by City of Georgetown on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.

(3) Upon a finding that a User meeting the criteria in Subsection (2) of this part has no reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement, City of Georgetown may at any time, on its own initiative or in response to a petition received from an Industrial User, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such User should not be considered a Significant Industrial User.

**HH. Slug Load or Slug Discharge.** Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 2.1 of this ordinance. A Slug Discharge is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits or Permit conditions.

II. **Storm Water**. Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.

**JJ. Water Utilities Manager**. The person designated by City of Georgetown to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this ordinance**.** The term also means a Duly Authorized Representative of the Water Utilities Manager.

**KK. Total Suspended Solids or Suspended Solids**. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.

**LL. User or Industrial User**. A source of indirect discharge.

**MM. Wastewater**. Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

**NN. Wastewater Treatment Plant or Treatment Plant**. That portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# SECTION 2—GENERAL SEWER USE REQUIREMENTS

## 2.1 Prohibited Discharge Standards

A. General Prohibitions. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.

B. Specific Prohibitions. No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:

(1) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21;

(2) Wastewater having a pH less than 6.0 or more than 9.0, or otherwise causing corrosive structural damage to the POTW or equipment;

(3) Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in Interference but in no case solids greater than ½ inch or 1.27 centimeter(s) in any dimension;

(4) Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause Interference with the POTW;

(5) Wastewater having a temperature greater than 150 degrees F, or which will inhibit biological activity in the treatment plant resulting in Interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees F;

(6) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;

(7) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;

(8) Trucked or hauled pollutants (see exceptions in Section 2.1.c)



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

(9) Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;

(10) Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent;

(11) Wastewater containing any radioactive wastes or isotopes (see exceptions in Section 2.1.c)

(12) Storm Water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, Noncontact Cooling Water, and unpolluted wastewater (see exceptions in Section 2.1.c)

(13) Sludges, screenings, or other residues from the pretreatment of industrial wastes;

(14) Medical Wastes (see exceptions in Section 2.1.c)

(15) Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test;

(16) Detergents, surface-active agents, or other substances which that might cause excessive foaming in the POTW;

(17) Fats, oils, or greases of animal or vegetable origin in concentrations greater than 100 mg/L (See Section 15 for specific requirements for FOG control)

(18) Wastewater causing two readings on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than 5 percent or any single reading over 10 percent of the Lower Explosive Limit of the meter.

(19) Concentrated plating solution whether neutralized or not.

(20) Wastewater which constitutes a slug discharge defined as follows: a discharge at a flow rate or concentration which could cause a violation of the prohibited discharge standards or any discharge of a non-routine

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nature including accidental spills or non-routine batch discharges (see exceptions in Section 2.1.c)
Non-routine batch discharges may be allowed with written approval from the City.

C. Exceptions to Specific Prohibitions

(1) Trucked or hauled pollutants may be allowed but only at discharge points designated by and in accordance with Section 3.4 of this ordinance;

(2) Wastewater containing radioactive wastes or isotopes may be allowed if in compliance with applicable State or Federal regulations;

(3) Storm Water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, Noncontact Cooling Water, and unpolluted wastewater may be discharged only with the written authorization of the Water Utilities Manager.

(4) Medical Wastes may be discharged if authorized by the Water Utilities Manager in an individual wastewater discharge permit.

(5) Wastewater which constitutes a slug discharge defined as follows: a discharge at a flow rate or concentration which could cause a violation of the prohibited discharge standards or any discharge of a non-routine nature including accidental spills or non-routine batch discharges may be allowed with written approval from the City.

Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW.

## 2.2 National Categorical Pretreatment Standards

Users must comply with the categorical Pretreatment Standards found at 40 CFR Chapter I, Subchapter N, Parts 405–471.

A. Where a categorical Pretreatment Standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the Water Utilities Manager may impose equivalent concentration or mass limits in accordance with Section 2.2E and 2.2F (R61-9 403.6)

B. When the limits in a categorical Pretreatment Standard are expressed only in terms of mass of pollutant per unit of production, the Water Utilities Manager may convert the limits to equivalent limitations expressed either as mass of pollutant



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discharged per day or effluent concentration for purposes of calculating effluent limitations applicable to individual Industrial Users (R61-9 403.6).

C. When wastewater subject to a categorical Pretreatment Standard is mixed with wastewater not regulated by the same Standard, the Water Utilities Manager shall impose an alternate limit in accordance with (R61-9 403.6).

D. A CIU may obtain a net/gross adjustment to a categorical Pretreatment Standard in accordance with the following paragraphs of this Section (R61-9 403.6).

E. When a categorical Pretreatment Standard is expressed only in terms of pollutant concentrations, an Industrial User may request that City of Georgetown convert the limits to equivalent mass limits. The determination to convert concentration limits to mass limits is within the discretion of the Water Utilities Manager. City of Georgetown may establish equivalent mass limits only if the Industrial User meets all the conditions set forth in Sections 2.2E(1)(a) through 2.2E(1)(e) below.

(1) To be eligible for equivalent mass limits, the Industrial User must:

a. Employ, or demonstrate that it will employ, water conservation methods and technologies that substantially reduce water use during the term of its individual wastewater discharge permit;
b. Currently use control and treatment technologies adequate to achieve compliance with the applicable categorical Pretreatment Standard, and not have used dilution as a substitute for treatment;
c. Provide sufficient information to establish the facility's actual average daily flow rate for all wastestreams, based on data from a continuous effluent flow monitoring device, as well as the facility's long-term average production rate. Both the actual average daily flow rate and the long-term average production rate must be representative of current operating conditions;
d. Not have daily flow rates, production levels, or pollutant levels that vary so significantly that equivalent mass limits are not appropriate to control the Discharge; and
e. Have consistently complied with all applicable categorical Pretreatment Standards during the period prior to the Industrial User's request for equivalent mass limits.

(2) An Industrial User subject to equivalent mass limits must:

a. Maintain and effectively operate control and treatment technologies adequate to achieve compliance with the equivalent mass limits;
b. Continue to record the facility's flow rates through the use of a continuous effluent flow monitoring device;
c. Continue to record the facility's production rates and notify the Water Utilities Manager whenever production rates are expected to vary by more than 20 percent from its baseline production rates determined in

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paragraph 2.2F(1)(c) of this Section. Upon notification of a revised production rate, the Water Utilities Manager will reassess the equivalent mass limit and revise the limit as necessary to reflect changed conditions at the facility; and

d. Continue to employ the same or comparable water conservation methods and technologies as those implemented pursuant to paragraphs 2.2 E(1)(a) of this Section so long as it discharges under an equivalent mass limit.

(3) When developing equivalent mass limits, the Water Utilities Manager:

a. Will calculate the equivalent mass limit by multiplying the actual average daily flow rate of the regulated process(es) of the Industrial User by the concentration-based Daily Maximum and Monthly Average Standard for the applicable categorical Pretreatment Standard and the appropriate unit conversion factor;
b. Upon notification of a revised production rate, will reassess the equivalent mass limit and recalculate the limit as necessary to reflect changed conditions at the facility; and
c. May retain the same equivalent mass limit in subsequent individual wastewater discharger permit terms if the Industrial User's actual average daily flow rate was reduced solely as a result of the implementation of water conservation methods and technologies, and the actual average daily flow rates used in the original calculation of the equivalent mass limit were not based on the use of dilution as a substitute for treatment pursuant to Section 2.6. The Industrial User must also be in compliance with Section 13.1 regarding the prohibition of bypass.]

F. The Water Utilities Manager may convert the mass limits of the categorical Pretreatment Standards of 40 CFR Parts 414, 419, and 455 to concentration limits for purposes of calculating limitations applicable to individual Industrial Users. The conversion is at the discretion of the Water Utilities Manager.

G. Once included in its permit, the Industrial User must comply with the equivalent limitations developed in this Section (2.2) in lieu of the promulgated categorical Standards from which the equivalent limitations were derived.

H. Many categorical Pretreatment Standards specify one limit for calculating maximum daily discharge limitations and a second limit for calculating maximum Monthly Average, or 4-day average, limitations. Where such Standards are being applied, the same production or flow figure shall be used in calculating both the average and the maximum equivalent limitation.

I. Any Industrial User operating under a permit incorporating equivalent mass or concentration limits calculated from a production-based Standard shall notify the Water Utilities Manager within two (2) business days after the User has a reasonable basis to know that the production level will significantly change within



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the next calendar month. Any User not notifying the Water Utilities Manager of such anticipated change will be required to meet the mass or concentration limits in its permit that were based on the original estimate of the long term average production rate.

## 2.3 State Pretreatment Standards

SCDHEC requirements and limitations on discharges shall apply in any case where they are more stringent than Federal requirements and limitations or those in this ordinance. State pretreatment standards in Statute R61-9 403 are hereby incorporated.

## 2.4 Local Limits

A. The Water Utilities Manager is authorized to establish Local Limits pursuant to (R61-9 403.6).

B. The following pollutant limits are established to protect against Pass Through and Interference. No person shall discharge wastewater containing in excess of the following:

0.10 mg/l arsenic
250 mg/l $BOD_5$
0.10 mg/l cadmium
1.5 mg/l chromium
0.50 mg/l copper
0.05 mg/l cyanide
0.10 mg/l lead
0.01 mg/l mercury
0.25 mg/l nickel
100 mg/l total oil and grease
0.10 mg/l selenium
0.20 mg/l silver
50 mg/l total phenol
250 mg/l total suspended solids
1.0 mg/l zinc
25 mg/l Ammonia
5.0 mg/l Total Petroleum Hydrocarbons (TPH)
500 mg/l COD

The above limits apply at the point where the wastewater is discharged to the POTW. All concentrations for metallic substances are for total metal unless indicated otherwise. The Water Utilities Manager may impose mass limitations in addition to the concentration-based limitations above.

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## 2.5 City's Right of Revision

The City of Georgetown reserves the right to establish, by ordinance or in individual wastewater discharge permits, more stringent Standards or Requirements on discharges to the POTW consistent with the purpose of this ordinance.

## 2.6 Dilution

No User shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Requirement. The Water Utilities Manager may impose mass limitations on Users who are using dilution to meet applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

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# SECTION 3—PRETREATMENT OF WASTEWATER

## 3.1 Pretreatment Facilities

Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all categorical Pretreatment Standards, Local Limits, and the prohibitions set out in Section 2.1 of this ordinance within the time limitations specified by EPA, the State, or the Water Utilities Manager, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the User's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Water Utilities Manager for review, and shall be acceptable to the Water Utilities Manager before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the User from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to City of Georgetown under the provisions of this ordinance.

## 3.2 Additional Pretreatment Measures

A. Whenever deemed necessary, the Water Utilities Manager may require Users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of this ordinance.

B. The Water Utilities Manager may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. An individual wastewater discharge permit may be issued solely for flow equalization.

C. Grease, oil, and sand interceptors shall be provided for all new food service establishments (FSE) opened in the City after the effective date of this ordinance. Grease, oil, and sand interceptors shall also be provided when, in the opinion of the Water Utilities Manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of a type and capacity approved by the City, shall comply with the City's Fats, Oils and Grease (FOG) Ordinance (Attachment A), and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired in accordance with the City's FOG Ordinance by the User at their expense.

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D. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

### 3.3 Accidental Discharge/Slug Discharge Control Plans

The Water Utilities Manager shall evaluate whether each SIU needs an accidental discharge/slug discharge control plan or other action to control Slug Discharges every two (2) years. The Water Utilities Manager may require any User to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control Slug Discharges. Alternatively, the Water Utilities Manager may develop such a plan for any User. An accidental discharge/slug discharge control plan shall address, at a minimum, the following:

A. Description of discharge practices, including non-routine batch discharges;

B. Description of stored chemicals;

C. Procedures for immediately notifying the Water Utilities Manager of any accidental or Slug Discharge, as required by Section 6.6 of this ordinance; and

D. Procedures to prevent adverse impact from any accidental or Slug Discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

### 3.4 Hauled Wastewater

A. Septic tank waste and grease waste from Food Service Establishments may be introduced into the POTW only at locations designated by the Water Utilities Manager, and at such times as are established by the Water Utilities Manager. Such waste shall not violate Section 2 of this ordinance or any other requirements established by City of Georgetown.

B. The discharge of hauled industrial waste is prohibited.

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# SECTION 4—INDIVIDUAL WASTEWATER DISCHARGE PERMITS

## 4.1 Wastewater Analysis

When requested by the Water Utilities Manager, a User must submit information on the nature and characteristics of its wastewater within 30 days of the request. The Water Utilities Manager is authorized to prepare a form for this purpose and may periodically require Users to update this information.

## 4.2 Individual Wastewater Discharge Permit Requirement

A. No Significant Industrial User shall discharge wastewater into the POTW without first obtaining an individual wastewater discharge permit from the Water Utilities Manager, except that a Significant Industrial User that has filed a timely application pursuant to Section 4.3 of this ordinance may continue to discharge for the time period specified therein.

B. The Water Utilities Manager may require other Users to obtain individual wastewater discharge permits as necessary to carry out the purposes of this ordinance.

C. Any violation of the terms and conditions of an individual wastewater discharge permit shall be deemed a violation of this ordinance and subjects the wastewater discharge permittee to the sanctions set out in Sections 10 through 12 of this ordinance. Obtaining an individual wastewater discharge permit does not relieve a permittee of its obligation to comply with all Federal and State Pretreatment Standards or Requirements or with any other requirements of Federal, State, and local law.

## 4.3 Individual Wastewater Discharge Permitting: Existing Connections

Any User required to obtain an individual wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of this ordinance and who wishes to continue such discharges in the future, shall, within 90 days after said date, apply to the Water Utilities Manager for an individual wastewater discharge permit in accordance with Section 4.5 of this ordinance, and shall not cause or allow discharges to the POTW to continue after 120 days of the effective date of this ordinance except in accordance with an individual wastewater discharge permit issued by the Water Utilities Manager.

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## 4.4 Individual Wastewater Discharge Permitting: New Connections

Any User required to obtain an individual wastewater discharge permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this individual wastewater discharge permit, in accordance with Section 4.5 of this ordinance, must be filed at least 90 days prior to the date upon which any discharge will begin or recommence.

## 4.5 Individual Wastewater Discharge Permit Application Contents

A. All Users required to obtain an individual wastewater discharge permit must submit a permit application (Attachment B). Users that are eligible may request a general permit under Section 4.6. the Water Utilities Manager may require Users to submit all or some of the following information as part of a permit application:

(1) Identifying Information.

a. The name and address of the facility, including the name of the operator and owner.
b. Contact information, description of activities, facilities, and plant production processes on the premises;

(2) Environmental Permits. A list of any environmental control permits held by or for the facility.

(3) Description of Operations.

a. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes.
b. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;
c. Number and type of employees, hours of operation, and proposed or actual hours of operation;
d. Type and amount of raw materials processed (average and maximum per day);
e. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

(4) Time and duration of discharges;

(5) The location for monitoring all wastes covered by the permit;

(6) Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined wastestream formula set out in Section 2.2C (R61-9 403.6).

(7) Measurement of Pollutants.

a. The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources.
b. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the Water Utilities Manager, of regulated pollutants in the discharge from each regulated process.
c. Instantaneous, Daily Maximum, and long-term average concentrations, or mass, where required, shall be reported.
d. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 6.10 of this ordinance. Where the Standard requires compliance with a BMP or pollution prevention alternative, the User shall submit documentation as required by the Water Utilities Manager or the applicable Standards to determine compliance with the Standard.
e. Sampling must be performed in accordance with procedures set out in Section 6.11 of this ordinance.

(8) Any requests for a monitoring waiver (or a renewal of an approved monitoring waiver) for a pollutant neither present nor expected to be present in the discharge based on Section 6.4 B [40 CFR 403.12(e)(2)].

(9) Any other information as may be deemed necessary by the Water Utilities Manager to evaluate the permit application.

B. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.

## 4.6 Application Signatories and Certifications

A. All wastewater discharge permit applications, User reports and certification statements must be signed by an Authorized Representative of the User and contain the certification statement in Section 6.14 A.



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

B. If the designation of an Authorized Representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of this Section must be submitted to the Water Utilities Manager prior to or together with any reports to be signed by an Authorized Representative.

C. A facility determined to be a Non-Significant Categorical Industrial User by the Water Utilities Manager pursuant to 1.4 GG must annually submit the signed certification statement in Section 6.14 B.

D. All wastewater discharge permit applications and user reports must contain the following statements:

*I certify under penalty of law that the information provided above fully describes conditions at the facility at the present time.*

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

### 4.7 Individual Wastewater Discharge Permit Decisions

The Water Utilities Manager will evaluate the data furnished by the User and may require additional information. Within 30 days of receipt of a complete permit application, the Water Utilities Manager will determine whether to issue an individual wastewater discharge permit. The Water Utilities Manager may deny any application for an individual wastewater discharge permit.

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# SECTION 5—INDIVIDUAL WASTEWATER DISCHARGE PERMIT ISSUANCE

## 5.1 Individual Wastewater Discharge Permit Duration

An individual wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An individual wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the Water Utilities Manager. Each individual wastewater discharge permit will indicate a specific date upon which it will expire. A permit application is required to be submitted each time a wastewater discharge permit is renewed or at the request of the Water Utilities Manager.

## 5.2 Individual Wastewater Discharge Permit Contents

An individual wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the Water Utilities Manager to prevent Pass Through or Interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

A. Individual wastewater discharge permits must contain:

(1) A statement that indicates the wastewater discharge permit issuance date, expiration date and effective date;

(2) A statement that the wastewater discharge permit is nontransferable without prior notification to City of Georgetown in accordance with Section 5.5 of this ordinance, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;

(3) Effluent limits, including Best Management Practices, based on applicable Pretreatment Standards;

(4) Self monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants (or best management practice) to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law.

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(5) The process for seeking a waiver from monitoring for a pollutant neither present nor expected to be present in the Discharge in accordance with Section 6.4 B.

(6) A statement of applicable civil and criminal penalties for violation of Pretreatment Standards and Requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.

(7) Requirements to control Slug Discharge, if determined by the Water Utilities Manager to be necessary.

(8) Any grant of the monitoring waiver by the Water Utilities Manager (Section 6.4 B) must be included as a condition in the User's permit [or other control mechanism].

B. Individual wastewater discharge permits may contain, but need not be limited to, the following conditions:

(1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;

(2) Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works;

(3) Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges;

(4) Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;

(5) The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the POTW;

(6) Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;

(7) A statement that compliance with the individual wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

which become effective during the term of the individual wastewater discharge permit [or the general permit **{optional}**]; and

(8) Other conditions as deemed appropriate by the Water Utilities Manager to ensure compliance with this ordinance, and State and Federal laws, rules, and regulations.

## 5.3 Permit Issuance and Appeals Process

A. Public Notification. The Water Utilities Manager will publish [in an official government publication and/or newspaper(s) of general circulation that provides meaningful public notice with the jurisdiction(s) served by the POTW, or on a Web page], a notice to issue a pretreatment permit. This notice will indicate a location where the draft permit may be reviewed and an address where written comments may be submitted.

B. Permit Appeals. The Water Utilities Manager shall provide public notice of the issuance of an individual wastewater discharge permit. Any person, including the User, may petition the Water Utilities Manager to reconsider the terms of an individual wastewater discharge permit within 30 days of notice of its issuance.

(1) Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal.

(2) In its petition, the appealing party must indicate the individual wastewater discharge permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the individual wastewater discharge permit.

(3) The effectiveness of the individual wastewater discharge permit shall not be stayed pending the appeal.

(4) If the Water Utilities Manager fails to act within 30 days, a request for reconsideration shall be deemed to be denied. Decisions not to reconsider an individual wastewater discharge permit, not to issue an individual wastewater discharge permit, or not to modify an individual wastewater discharge permit shall be considered final administrative actions for purposes of judicial review.

(5) Aggrieved parties seeking judicial review of the final administrative individual wastewater discharge permit decision must do so by filing a complaint with the Court of Common Pleas within 30 days.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

## 5.4 Permit Modification

A. The Water Utilities Manager may modify an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

(1) To incorporate any new or revised Federal, State, or local pretreatment Standards or Requirements;

(2) To address significant alterations or additions to the User's operation, processes, or wastewater volume or character since the time of the individual wastewater discharge permit issuance;

(3) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;

(4) Information indicating that the permitted discharge poses a threat to the City's POTW, City of Georgetown personnel, or the receiving waters;

(5) Violation of any terms or conditions of the individual wastewater discharge permit;

(6) Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;

(7) Revision of or a grant of variance from categorical Pretreatment Standards pursuant to 40 CFR 403.13;

(8) To correct typographical or other errors in the individual wastewater discharge permit; or

(9) To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with Section 5.5.

## 5.5 Individual Wastewater Discharge Permit Transfer

Individual wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least 90 days advance notice to the Water Utilities Manager and the Water Utilities Manager approves the individual wastewater discharge permit. The notice to the Water Utilities Manager must include a written certification by the new owner or operator which:

A. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;

B. Identifies the specific date on which the transfer is to occur; and



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

C. Acknowledges full responsibility for complying with the existing individual wastewater discharge permit.

Failure to provide advance notice of a transfer renders the wastewater discharge permit void as of the date of the facility transfer.

### 5.6 Individual Wastewater Discharge Permit Revocation

The Water Utilities Manager may revoke an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

A. Failure to notify the Water Utilities Manager of significant changes to the wastewater prior to the changed discharge;

B. Failure to provide prior notification to the Water Utilities Manager of changed conditions pursuant to Section 6.5 of this ordinance;

C. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;

D. Falsifying self-monitoring reports and certification statements;

E. Tampering with monitoring equipment;

F. Refusing to allow the Water Utilities Manager timely access to the facility premises and records;

G. Failure to meet effluent limitations;

H. Failure to pay fines;

I. Failure to pay sewer charges;

J. Failure to meet compliance schedules;

K. Failure to complete a wastewater survey or the wastewater discharge permit application;

L. Failure to provide advance notice of the transfer of business ownership of a permitted facility; or

M. Violation of any Pretreatment Standard or Requirement, or any terms of the wastewater discharge permit or this ordinance.

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Individual wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All individual wastewater discharge permits issued to a User are void upon the issuance of a new individual wastewater discharge permit to that User.

### 5.7 Individual Wastewater Discharge Permit Reissuance

A User with an expiring individual wastewater discharge permit shall apply for individual wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Section 4.5 of this ordinance, a minimum of 90 days prior to the expiration of the User's existing individual wastewater discharge permit.

### 5.8 Regulation of Waste Received from Other Jurisdictions

A. If another municipality, or User located within another municipality, contributes wastewater to the POTW, the Water Utilities Manager shall enter into an intermunicipal agreement with the contributing municipality.

B. Prior to entering into an agreement required by paragraph A, above, the Water Utilities Manager shall request the following information from the contributing municipality:

(1) A description of the quality and volume of wastewater discharged to the POTW by the contributing municipality;

(2) An inventory of all Users located within the contributing municipality that are discharging to the POTW; and

(3) Such other information as the Water Utilities Manager may deem necessary.

C. An intermunicipal agreement, as required by paragraph A, above, shall contain the following conditions:

(1) A requirement for the contributing municipality to adopt a sewer use ordinance which is at least as stringent as this ordinance and Local Limits, including required Baseline Monitoring Reports (BMRs) which are at least as stringent as those set out in Section 2.4 of this ordinance. The requirement shall specify that such ordinance and limits must be revised as necessary to reflect changes made to [the City's] ordinance or Local Limits;

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

(2) A requirement for the contributing municipality to submit a revised User inventory on at least an annual basis;

(3) A provision specifying which pretreatment implementation activities, including individual wastewater discharge permit issuance, inspection and sampling, and enforcement, will be conducted by the contributing municipality; which of these activities will be conducted by the Water Utilities Manager; and which of these activities will be conducted jointly by the contributing municipality and the Water Utilities Manager;

(4) A requirement for the contributing municipality to provide the Water Utilities Manager with access to all information that the contributing municipality obtains as part of its pretreatment activities;

(5) Limits on the nature, quality, and volume of the contributing municipality's wastewater at the point where it discharges to the POTW;

(6) Requirements for monitoring the contributing municipality's discharge;

(7) A provision ensuring the Water Utilities Manager access to the facilities of Users located within the contributing municipality's jurisdictional boundaries for the purpose of inspection, sampling, and any other duties deemed necessary by the Water Utilities Manager; and

(8) A provision specifying remedies available for breach of the terms of the intermunicipal agreement.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# SECTION 6—REPORTING REQUIREMENTS

## 6.1 Baseline Monitoring Reports

A. Within either one hundred eighty (180) days after the effective date of a categorical Pretreatment Standard, or the final administrative decision on a category determination under R61-9 403.6, whichever is later, existing Categorical Industrial Users currently discharging to or scheduled to discharge to the POTW shall submit to the Water Utilities Manager a report which contains the information listed in paragraph B, below. At least ninety (90) days prior to commencement of their discharge, New Sources, and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable categorical Standard, shall submit to the Water Utilities Manager a report which contains the information listed in paragraph B, below. A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Standards. A New Source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

B. Users described above shall submit the information set forth below.

(1) All information required in Section 4.5A (1) (a), Section 4.5A (2), Section 4.5A (3) (a), and Section 4.5A (6).

(2) Measurement of pollutants.

a. The User shall provide the information required in Section 4.5 A (7) (a) through (d).
b. The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph.
c. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined wastestream formula in R61-9 403.6 to evaluate compliance with the Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with R61-9 403.6 this adjusted limit along with supporting data shall be submitted to the Control Authority;
d. Sampling and analysis shall be performed in accordance with Section 6.10;
e. The Water Utilities Manager may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures;

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f. The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.

(3) Compliance Certification. A statement, reviewed by the User's Authorized Representative as defined in Section 1.4 C and certified by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the Pretreatment Standards and Requirements.

(4) Compliance Schedule. If additional pretreatment and/or O&M will be required to meet the Pretreatment Standards, the shortest schedule by which the User will provide such additional pretreatment and/or O&M must be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A compliance schedule pursuant to this Section must meet the requirements set out in Section 6.2 of this ordinance.

(5) Signature and Report Certification. All baseline monitoring reports must be certified in accordance with Section 6.14 A of this ordinance and signed by an Authorized Representative as defined in Section 1.4C.

## 6.2 Compliance Schedule Progress Reports

The following conditions shall apply to the compliance schedule required by Section 6.1(B)(4) of this ordinance:

A. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);

B. No increment referred to above shall exceed nine (9) months;

C. The User shall submit a progress report to the Water Utilities Manager no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established schedule; and

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D. In no event shall more than nine (9) months elapse between such progress reports to the Water Utilities Manager.

### 6.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit to the Water Utilities Manager a report containing the information described in Section 4.5A(6) and (7) and 6.1(B)(2) of this ordinance. For Users subject to equivalent mass or concentration limits established in accordance with the procedures in Section 2.2, this report shall contain a reasonable measure of the User's long-term production rate. For all other Users subject to categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 6.14 A of this ordinance. All sampling will be done in conformance with Section 6.11.

### 6.4 Periodic Compliance Reports

A. Except as specified in Section 6.4.C, all [Significant Industrial] Users must, at a frequency determined by the Water Utilities Manager submit no less than twice per year (June and December reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the Water Utilities Manager or the Pretreatment Standard necessary to determine the compliance status of the User.

B. The City of Georgetown may authorize an Industrial User subject to a categorical Pretreatment Standard to forego sampling of a pollutant regulated by a categorical Pretreatment Standard if the Industrial User has demonstrated through sampling and other technical factors that the pollutant is neither present nor expected to be present in the Discharge, or is present only at background levels from intake water and without any increase in the pollutant due to activities of the Industrial User. [see 40 CFR 403.12(e)(2)] This authorization is subject to the following conditions:

(1) The waiver may be authorized where a pollutant is determined to be present solely due to sanitary wastewater discharged from the facility



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

provided that the sanitary wastewater is not regulated by an applicable categorical Standard and otherwise includes no process wastewater.

(2) The monitoring waiver is valid only for the duration of the effective period of the individual wastewater discharge permit, but in no case longer than 5 years. The User must submit a new request for the waiver before the waiver can be granted for each subsequent individual wastewater discharge permit. See Section 4.5A(8).

(3) In making a demonstration that a pollutant is not present, the Industrial User must provide data from at least one sampling of the facility's process wastewater prior to any treatment present at the facility that is representative of all wastewater from all processes.

(4) The request for a monitoring waiver must be signed in accordance with Section 1.4C, and include the certification statement in 6.14 A (R61-9 403.6).

(5) Non-detectable sample results may be used only as a demonstration that a pollutant is not present if the EPA approved method from 40 CFR Part 136 with the lowest minimum detection level for that pollutant was used in the analysis or at the lowest Practical Quantitation Limit specified by the Department, whichever is lower.

(6) Any grant of the monitoring waiver by the Water Utilities Manager must be included as a condition in the User's permit. The reasons supporting the waiver and any information submitted by the User in its request for the waiver must be maintained by the Water Utilities Manager for 3 years after expiration of the waiver.

(7) Upon approval of the monitoring waiver and revision of the User's permit by the Water Utilities Manager, the Industrial User must certify on each report with the statement in Section 6.14 C below, that there has been no increase in the pollutant in its wastestream due to activities of the Industrial User.

(8) In the event that a waived pollutant is found to be present or is expected to be present because of changes that occur in the User's operations, the User must immediately: Comply with the monitoring requirements of Section 6.4 A, or other more frequent monitoring requirements imposed by the Water Utilities Manager, and notify the Water Utilities Manager.

(9) This provision does not supersede certification processes and requirements established in categorical Pretreatment Standards, except as otherwise specified in the categorical Pretreatment Standard.

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C. All periodic compliance reports must be signed and certified in accordance with Section 6.14 A of this ordinance.

D. All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.

E. If a User subject to the reporting requirement in this section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the Water Utilities Manager, using the procedures prescribed in Section 6.11 of this ordinance, the results of this monitoring shall be included in the report.

## 6.5 Reports of Changed Conditions

Each User must notify the Water Utilities Manager of any significant changes to the User's operations or system which might alter the nature, quality, or volume of its wastewater at least 90 days before the change.

A. The Water Utilities Manager may require the User to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Section 4.5 of this ordinance.

B. The Water Utilities Manager may issue an individual wastewater discharge permit under Section 5.7 of this ordinance or modify an existing wastewater discharge permit under Section 5.4 of this ordinance in response to changed conditions or anticipated changed conditions.

## 6.6 Reports of Potential Problems

A. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall notify the Water Utilities Manager of the incident within 24 hours. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

B. Within five (5) working days following such discharge, the User shall, unless waived by the Water Utilities Manager, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance**.**

C. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph A, above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.

D. Significant Industrial Users are required to notify the Water Utilities Manager immediately of any changes at its facility affecting the potential for a Slug Discharge.

### 6.7 Reports from Unpermitted Users

All Users not required to obtain an individual wastewater discharge permit shall provide appropriate reports to the Water Utilities Manager as the Water Utilities Manager may require.

### 6.8 Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a User indicates a violation, the User must notify the Water Utilities Manager within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Water Utilities Manager within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if City of Georgetown performs sampling at the User's facility at least once a month, or if City of Georgetown performs sampling at the User between the time when the initial sampling was conducted and the time when the User or City of Georgetown receives the results of this sampling, or if City of Georgetown has performed the sampling and analysis in lieu of the Industrial User.

### 6.9 Notification of the Discharge of Hazardous Waste

Discharge of hazardous waste as defined in 40 CFR Part 261 is strictly prohibited.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

### 6.10 Analytical Requirements

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the Water Utilities Manager or other parties approved by EPA.

### 6.11 Sample Collection

Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.

A. Except as indicated in Section B and C below, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the Water Utilities Manager. Where time-proportional composite sampling or grab sampling is authorized by City of Georgetown, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by City of Georgetown, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.

B. Samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

C. For sampling required in support of baseline monitoring and 90-day compliance reports required in Section 6.1 and 6.3 [40 CFR 403.12(b) and (d)], a minimum of four (4) grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the Water Utilities Manager may authorize a lower minimum.



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

For the reports required by paragraphs Section 6.4 (40 CFR 403.12(e) and 403.12(h)), the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.

### 6.12 Date of Receipt of Reports

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

### 6.13 Recordkeeping

Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this ordinance, any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or City of Georgetown, or where the User has been specifically notified of a longer retention period by the Water Utilities Manager.

### 6.14 Certification Statements

A. Certification of Permit Applications, User Reports and Initial Monitoring Waiver—The following certification statement is required to be signed and submitted by Users submitting permit applications in accordance with Section 4.7; Users submitting baseline monitoring reports under Section 6.1 B (5) ; Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 6.3; Users submitting periodic compliance reports required by Section 6.4 A–D, and Users submitting an initial request to forego sampling of a pollutant on the basis of Section 6.4B(4). The following certification statement must be signed by an Authorized Representative as defined in Section 1.4 C:

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

*I certify under penalty of law that the information provided above fully describes conditions at the facility at the present time.*

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

B. Annual Certification for Non-Significant Categorical Industrial Users - A facility determined to be a Non-Significant Categorical Industrial User by the Water Utilities Manager pursuant to 1.4 GG(3) and 4.7 C must annually submit the following certification statement signed in accordance with the signatory requirements in 1.4 C. This certification must accompany an alternative report required by the Water Utilities Manager:

> *Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR Part ___, I certify that, to the best of my knowledge and belief that during the period from _____, _____ to _____, _____ [months, days, year]:*
>
> *(a) The facility described as _____ [facility name] met the definition of a Non-Significant Categorical Industrial User as described in 1.4 GG (3); [Note: See 40 CFR 403.3(v)(2)]*
>
> *(b) The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and (c) the facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.*
>
> *This compliance certification is based on the following information*.

C. Certification of Pollutants Not Present

Users that have an approved monitoring waiver based on Section 6.4 B must certify on each report with the following statement that there has been no increase in the pollutant in its wastestream due to activities of the User.



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Based on my inquiry of the person or persons directly responsible for managing compliance with the Pretreatment Standard for 40 CFR Part 403 Part____ [specify applicable National Pretreatment Standard part(s)], I certify that, to the best of my knowledge and belief, there has been no increase in the level of _____ [list pollutant(s)] in the wastewaters due to the activities at the facility since filing of the last periodic report under Section 6.4.A.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# SECTION 7—COMPLIANCE MONITORING

## 7.1 Right of Entry: Inspection and Sampling

The Water Utilities Manager shall have the right to enter the premises of any User to determine whether the User is complying with all requirements of this ordinance and any individual wastewater discharge permit [or general permit **{optional}**] or order issued hereunder. Users shall allow the Water Utilities Manager ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

A. Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the Water Utilities Manager shall be permitted to enter without delay for the purposes of performing specific responsibilities.

B. The Water Utilities Manager shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.

C. The Water Utilities Manager may require the User to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated every six (6) months to ensure their accuracy.

D. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the Water Utilities Manager and shall not be replaced. The costs of clearing such access shall be born by the User.

E. Unreasonable delays in allowing the Water Utilities Manager access to the User's premises shall be a violation of this ordinance.

## 7.2 Search Warrants

If the Water Utilities Manager has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of City of Georgetown designed to verify compliance with this ordinance or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community,

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

the Water Utilities Manager may seek issuance of a search warrant from the Circuit Judge of Georgetown.

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## SECTION 8—CONFIDENTIAL INFORMATION

Information and data on a User obtained from reports, surveys, wastewater discharge permit applications, individual wastewater discharge permits, and monitoring programs, and from the Water Utilities Manager's inspection and sampling activities, shall be available to the public without restriction, unless the User specifically requests, and is able to demonstrate to the satisfaction of the Water Utilities Manager, that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the User furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data, as defined at 40 CFR 2.302 shall not be recognized as confidential information and shall be available to the public without restriction.

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## SECTION 9—PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

The Water Utilities Manager shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the City of Georgetown, a list of the Users which, at any time during the previous twelve (12) months, were in Significant Noncompliance with applicable Pretreatment Standards and Requirements. The term Significant Noncompliance shall be applicable to all Significant Industrial Users (or any other Industrial User that violates paragraphs (C), (D) or (H) of this Section) and shall mean:

A. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all the measurements taken for the same pollutant parameter taken during a six- (6-) month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits as defined in Section 2;

B. Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of wastewater measurements taken for each pollutant parameter during a six- (6-) month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement including Instantaneous Limits, as defined by Section 2 multiplied by the applicable criteria (1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH);

C. Any other violation of a Pretreatment Standard or Requirement as defined by Section 2 (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the Water Utilities Manager determines has caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public;

D. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in [the Water Utilities Manager's] exercise of its emergency authority to halt or prevent such a discharge;

E. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;

F. Failure to provide within forty-five (45) days after the due date, any required reports, including baseline monitoring reports, reports on compliance with categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;

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G. Failure to accurately report noncompliance; or

H. Any other violation(s), which the Water Utilities Manager determines will adversely affect the operation or implementation of the local pretreatment program which may include a violation of Best Management Practices.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# SECTION 10—ADMINISTRATIVE ENFORCEMENT REMEDIES

## 10.1 Notification of Violation

When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Water Utilities Manager may serve upon that User a written Notice of Violation. Within ten (10) working days of the receipt of such notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the Water Utilities Manager. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section shall limit the authority of the Water Utilities Manager to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

## 10.2 Consent Orders

The Water Utilities Manager may enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with any User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 10.4 and 10.5 of this ordinance and shall be judicially enforceable.

## 10.3 Show Cause Hearing

The Water Utilities Manager may order a User which has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, to appear before the Water Utilities Manager and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing. Such notice may be served on any Authorized Representative of the User as defined in Section 1.4 C and required by Section 4.7 A. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the User.

## 10.4 Compliance Orders

When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Water

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Utilities Manager may issue an order to the User responsible for the discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a Pretreatment Standard or Requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User.

### 10.5 Cease and Desist Orders

When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, or that the User's past violations are likely to recur, the Water Utilities Manager may issue an order to the User directing it to cease and desist all such violations and directing the User to:

A. Immediately comply with all requirements; and

B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

### 10.6 Administrative Fines

A. When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Water Utilities Manager may fine such User in an amount not to exceed $2000. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.

B. Unpaid charges, fines, and penalties shall, after 30 calendar days, be assessed an additional penalty of 1% of the unpaid balance, and interest shall accrue thereafter at a rate of 1% per month. A lien against the User's property shall be sought for unpaid charges, fines, and penalties.

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C. Users desiring to dispute such fines must file a written request for the Water Utilities Manager to reconsider the fine along with full payment of the fine amount within thirty 30 days of being notified of the fine. Where a request has merit, the Water Utilities Manager may convene a hearing on the matter. In the event the User's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the User. The Water Utilities Manager may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.

D. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the User.

### 10.7 Emergency Suspensions

the Water Utilities Manager may immediately suspend a User's discharge, after informal notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. the Water Utilities Manager may also immediately suspend a User's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

A. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Water Utilities Manager may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. the Water Utilities Manager may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Water Utilities Manager that the period of endangerment has passed, unless the termination proceedings in Section 10.8 of this ordinance are initiated against the User.

B. A User that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Water Utilities Manager prior to the date of any show cause or termination hearing under Sections 10.3 or 10.8 of this ordinance.

C. Nothing in this Section shall be interpreted as requiring a hearing prior to any emergency suspension under this Section.

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### 10.8 Termination of Discharge

In addition to the provisions in Section 5.6 of this ordinance, any User who violates the following conditions is subject to discharge termination:

A. Violation of individual wastewater discharge permit [or general permit **{optional}**] conditions;

B. Failure to accurately report the wastewater constituents and characteristics of its discharge;

C. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;

D. Refusal of reasonable access to the User's premises for the purpose of inspection, monitoring, or sampling; or

E. Violation of the Pretreatment Standards in Section 2 of this ordinance.

Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 10.3 of this ordinance why the proposed action should not be taken. Exercise of this option by the Water Utilities Manager shall not be a bar to, or a prerequisite for, taking any other action against the User.

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## SECTION 11—JUDICIAL ENFORCEMENT REMEDIES

### 11.1 Injunctive Relief

When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Water Utilities Manager may petition the Court of Common Pleas through the City's Attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the individual wastewater discharge permit, order, or other requirement imposed by this ordinance on activities of the User. The Water Utilities Manager may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

### 11.2 Civil Penalties

A. A User who has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement shall be liable to City of Georgetown for a maximum civil penalty of [insert maximum allowed under State law but not less than $2,000 per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

B. The Water Utilities Manager may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by City of Georgetown.

C. In determining the amount of civil liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the User's violation, corrective actions by the User, the compliance history of the User, and any other factor as justice requires.

D. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a User.

### 11.3 Criminal Prosecution

A. A User who willfully or negligently violates any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other



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Pretreatment Standard or Requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than $2000 per violation, per day, or imprisonment for not more than one (1) year or both.

B. A User who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a [misdemeanor] and be subject to a penalty of at least $2000 per violation per day, or be subject to imprisonment for not more than one (1) year, or both. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.

C. A User who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this ordinance, individual wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance shall, upon conviction, be punished by a fine of not more than $2000 per violation, per day, or imprisonment for not more than two (2) years, or both.

D. In the event of a second conviction, a User shall be punished by a fine of not more than $2000 per violation, per day, or imprisonment for not more than two (2) years, or both.

### 11.4 Remedies Nonexclusive

The remedies provided for in this ordinance are not exclusive. The Water Utilities Manager may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the Water Utilities Manager may take other action against any User when the circumstances warrant. Further, the Water Utilities Manager is empowered to take more than one enforcement action against any noncompliant User.

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# SECTION 12—SUPPLEMENTAL ENFORCEMENT ACTION

## 12.1 Penalties for Late Reports

A penalty of $50 shall be assessed to any User for each day that a report required by this ordinance, a permit or order issued hereunder is late, beginning five days after the date the report is due [higher penalties may also be assessed where reports are more than 45 days late]. Actions taken by the Water Utilities Manager to collect late reporting penalties shall not limit the Water Utilities Manager's authority to initiate other enforcement actions that may include penalties for late reporting violations.

## 12.2 Performance Bonds

The Water Utilities Manager may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to comply with any provision of this ordinance, a previous individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, unless such User first files a satisfactory bond, payable to City of Georgetown, in a sum not to exceed a value determined by the Water Utilities Manager to be necessary to achieve consistent compliance.

## 12.3 Liability Insurance

the Water Utilities Manager may decline to issue or reissue an individual wastewater discharge to any User who has failed to comply with any provision of this ordinance, a previous individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, unless the User first submits proof that it has obtained financial assurances sufficient to restore or repair damage to the POTW caused by its discharge.

## 12.4 Payment of Outstanding Fees and Penalties

The Water Utilities Manager may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this ordinance, a previous individual wastewater discharge permit, or order issued hereunder.

## 12.5 Water Supply Severance

Whenever a User has violated or continues to violate any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other



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Pretreatment Standard or Requirement, water service to the User may be severed. Service will recommence, at the User's expense, only after the User has satisfactorily demonstrated its ability to comply.

### 12.6 Public Nuisances

A violation of any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement is hereby declared a public nuisance and shall be corrected or abated as directed by the Water Utilities Manager. Any person(s) creating a public nuisance shall be subject to the provisions of the City Code governing such nuisances, including reimbursing City of Georgetown for any costs incurred in removing, abating, or remedying said nuisance.

### 12.7 Contractor Listing

Users which have not achieved compliance with applicable Pretreatment Standards and Requirements are not eligible to receive a contractual award for the sale of goods or services to City of Georgetown. Existing contracts for the sale of goods or services to City of Georgetown held by a User found to be in Significant Noncompliance with Pretreatment Standards or Requirements may be terminated at the discretion of the Water Utilities Manager.

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# SECTION 13—AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

## 13.1 Bypass

A. For the purposes of this Section,

(1) Bypass means the intentional diversion of wastestreams from any portion of a User's treatment facility.

(2) Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

B. A User may allow any bypass to occur which does not cause Pretreatment Standards or Requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of paragraphs (C) and (D) of this Section.

C. Bypass Notifications

(1) If a User knows in advance of the need for a bypass, it shall submit prior notice to the Water Utilities Manager, at least ten (10) days before the date of the bypass, if possible.

(2) A User shall submit oral notice to the Water Utilities Manager of an unanticipated bypass that exceeds applicable Pretreatment Standards within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. the Water Utilities Manager may waive the written report on a case-by-case basis if the oral report has been received within twenty-four (24) hours.

D. Bypass

(1) Bypass is prohibited, and the Water Utilities Manager may take an enforcement action against a User for a bypass, unless

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(a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
(b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
(c) The User submitted notices as required under paragraph (C) of this section.

(2) the Water Utilities Manager may approve an anticipated bypass, after considering its adverse effects, if the Water Utilities Manager determines that it will meet the three conditions listed in paragraph (D)(1) of this Section.

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# SECTION 14—MISCELLANEOUS PROVISIONS

## 14.1 Pretreatment Charges and Fees

General fees associated with the implementation of the City's pretreatment program are provided in Attachment C. The City of Georgetown may adopt any additional fees for reimbursement of costs of setting up and operating the City's Pretreatment Program, and may include:

A. Fees for wastewater discharge permit applications including the cost of processing such applications;
B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports and certification statements submitted by Users;
C. Fees for reviewing and responding to accidental discharge procedures and construction;
D. Fees for filing appeals;
E. Fees to recover administrative and legal costs associated with the enforcement activity taken by the Water Utilities Manager to address IU noncompliance; and
F. Other fees as City of Georgetown may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by City of Georgetown.

## 14.2 Severability

If any provision of this ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

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## SECTION 15 - FATS, OIL AND GREASE CONTROL

The City of Georgetown's Fats, Oil & Grease (FOG) Control Program is designed to protect residents, businesses and the environment from sanitary sewer backups and overflows resulting from the accumulation of FOG waste in the sanitary sewer system discharged from non-residential users involved in the preparation or serving of food or beverages. These backups and overflows can be a serious health concern, and depending on the severity of the incident, costly to clean up. This source of pollution is readily preventable by the installation and proper maintenance of a pretreatment device and the implementation of Best Management Practices (BMPs) by a user that uses or generates FOG in food preparation.

### 15.1 Purpose

The main objectives of the FOG Control Program are:

- To assist FSEs to stay in compliance with Federal, State, and Local environmental regulations, specifically, the City of Georgetown's Pretreatment Ordinance;
- To prevent sanitary sewer collection system overflows;
- To reduce the amount of FOG discharged to the sanitary sewer collection system; and
- To reduce maintenance costs for the sanitary sewer collection system and the wastewater treatment plant.

The legal authority for the City to implement a FOG Control Program is provided by Federal pretreatment standards, State pretreatment standards, and the City of Georgetown's Sewer Use Ordinance. The FOG Control Program will be evaluated by the Water Utilities Manager periodically and will be modified as necessary to maximize the effectiveness of the program.

This regulation contains requirements for sizing and maintenance of grease control devices, permitting, inspections, monitoring, reporting, and recordkeeping. All Users, including FOG Generators, i.e. Food Service Establishments, must comply with established grease limits set forth in the City of Georgetown's Pretreatment Ordinance Section 2.1.b. limiting the discharge of fats, oils, or greases of animal or vegetable origin in concentrations to 100 mg/l.

### 15.2 Applicability

Grease, oil, and sand interceptors shall be provided for all new food service establishments (FSE) opened in the City after the effective date of the City of Georgetown's Pretreatment Ordinance. Grease, oil, and sand interceptors shall also be provided when, in the opinion of the Water Utilities Manager, they are necessary for the



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proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users.
These Users include but are not limited to the following food service establishments (FSE): restaurants, cafeterias, delis, grocery stores, hospitals, hotels, motels, churches, school kitchens, assisted living facilities, ice cream shops, coffee shops, Food Courts, butcher shop operations and mobile food units involved in the preparation of food for commercial purposes. The FOG Ordinance also applies to Transporters of the FOG waste generated from these, and other facilities.
All new Food Service Establishments which are proposed, constructed, expanded, renovated, reconstructed, or change ownership shall meet the requirements included herein prior to opening, expanding, or reopening the Food Service Establishment.
Food Service Establishments may be required to upgrade and/or modify grease control devices to comply with the City of Georgetown's Ordinance if the Water utilities Manager deems it necessary. This includes, but is not limited to, proper sizing of Grease Interceptors, piping issues, manhole installation, and upgrade under-the-sink Grease Traps.
All new control devices shall be approved by City of Georgetown prior to installation.
A compliance schedule shall be developed and issued to Food Service Establishments found to be in violation of this Regulation or in need of the addition, repair or upgrade of a grease control device.
Accelerated compliance shall be required for users which are found to be discharging FOG in sufficient quantities to cause blockages or necessitate maintenance on the wastewater collection system to prevent blockages. The Food Service Establishment will be notified in writing of any non-compliance with the Ordinance. Failure to meet a compliance schedule or component of a schedule may be grounds for enforcement including monetary penalties.
Any requests for extensions shall be made in writing to City of Georgetown at least thirty days in advance of the compliance date. The request shall include the reasons for failure to comply, additional time required for compliance, and steps taken to avoid further delays.

**15.3 Definitions**

The following are supplemental to the definitions given in Section 1.4 of the Pretreatment Ordinance:

**Chemical Additive** shall mean liquids, gases or solids composed of non-living substances introduced into the grease control device for the purpose of changing the chemical nature or physical properties of the fats, oils and grease retained in the grease control device.

**Disposal** shall mean the discharge of grease trap or interceptor waste at the properly permitted and approved location.

**Disposer** shall mean a person who operates a facility at which grease waste is intentionally placed for final disposition.

**FOG** shall be the acronym used to describe fats, oils and grease of animal or vegetable origin.

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**FOG Control Program** shall describe the City of Georgetown's regulatory, educational and customer service activities that support elimination of the deleterious impact of grease discharges on the wastewater collection and treatment facilities.
**Food Courts** shall mean areas predominantly found in shopping centers or amusement parks and festivals where several food preparation establishments having different owners may share seating space or plumbing facilities.
**Food Service Establishment** shall mean restaurants, cafeterias, delis, grocery stores, hospitals, hotels, motels, churches, school kitchens, assisted living facilities, ice cream shops, coffee shops, Food Courts, butcher shop operations, and mobile food units. A Food Service Establishment can include any facility which cuts, prepares, cooks, fries, bakes, or serves food; or which disposes of food related wastes.
**Garbage Grinder** shall mean a device which shreds or grinds up solid or semisolid garbage into smaller portions for discharge into the sanitary sewer.
**Generator** shall mean any User, including Food Service Establishments, which produces grease waste.
**Grease Interceptor** shall mean a device so constructed, typically in the ground, as to separate and hold fats, oils and grease (FOG) from the wastewater in order to reduce the fats, oils and grease (FOG) entering the sanitary sewer. Grease interceptors are often call "grease traps". Under-the-sink grease traps shall not be construed as meeting this definition.
**Grease Trap** shall mean a device placed inside a Food Service Establishment for removal of FOG from the waste stream. These devices shall be connected to a drain immediately following a sink or wash basin. A grease trap is often referred to as a "grease interceptor" but should not be confused with a grease interceptor as defined above.
**Grease Waste** shall mean any liquid, semi-liquid, or solid fats, oils and grease (FOG) that is removed from commercial operations through the use of a Grease Trap or Grease Interceptor.
**Grease Waste Handling** shall mean the collection, transportation, storage, transfer, processing, disposal, or other handling of grease waste. This term shall not apply to the Generator of grease waste or to the storage of grease waste in a Grease Interceptor.
**Hauled Waste** shall mean transported Holding Tank Waste including waste from vessels, chemical toilets, campers, trailers, septic tanks, grease traps, grease interceptors, and vacuum pump tank trucks.
**Mobile Food Unit** shall mean a self-propelled or vehicle mounted unit intended to be used as a food service facility. Mobile food units must have an approved location to discharge used oil and grease waste.
**Polar Material** shall mean analytically quantifiable oil and grease of animal or vegetable origin.
**Transporter** shall mean a person who owns or operates a vehicle for the purpose of transporting liquid waste.

### 15.4 Inspections

Provisions in the Pretreatment Ordinance regarding right of entry to the Generator's facility and the Transporter's vehicle and facilities are incorporated fully herein and shall

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be implemented to ensure that maintenance is being completed as recorded. Generators shall provide access to City of Georgetown staff or its agents to inspect records, Grease Traps and Grease Interceptors or obtain representative samples and perform other duties as necessary to ensure compliance with the Regulation. Transporters shall provide City of Georgetown or its agent's access to inspect records, obtain representative samples and perform other duties as necessary to ensure compliance with the Regulation.
On an annual basis, FSE's required to comply with this ordinance shall provide to the Water Utilities Director certification that the grease trap or interceptor has been inspected by an independent agent and is in good working order.

**15.5 Generator Requirements**
All Generators required to comply with this ordinance shall have Best Management Practices (BMPs) in place to control excessive discharges of grease to the public sewer and to ensure proper performance of grease control devices. All employees are required to be trained on and made aware of all required and recommended BMPs for preventing FOG from entering the sewer system. They should have a general knowledge of the function of the grease trap.
Examples of BMPs may include, but are not limited to scraping excess food from plates, pans and food containers into the trash before washing, having proper sink, floor sink, and prewash dishwasher strainers on all drains, disposing of all yellow grease into proper recycling containers and procedures for observing and approving all maintenance activities that require access to the control device.

**15.6 Grease Control Devices**
Grease Traps and Grease Interceptors shall be purchased, maintained, and secured by the Generator at the Generator's expense. Grease trap maintenance is critical to the grease trap's performance. It is the Generator's responsibility to ensure that proper maintenance of the grease control device includes removal of all contents including floating materials, wastewater and solids at the maintenance frequency which will allow proper operation of the grease control device.
No grease control device, Grease Trap or Grease Interceptor shall be installed or replaced without City of Georgetown approval. City of Georgetown has established the following requirements for the installation, operation and maintenance of grease control devices:

15.6.1 In-ground Grease Interceptor Requirements

a. Grease Interceptors shall be sized based on 20 gallons per seat for FSEs or 20 gallons per bed for healthcare facilities.
b. Minimum Grease Interceptor size requirement is 1500 gallons. Maximum single Grease Interceptor size is 2000 gallons. If sizing requires more than 2000 gallons, two or more tanks shall be installed in series.
c. Grease Interceptors shall be installed in non-traffic areas where feasible. Traffic rated tops or tanks must be used in traffic areas.
d. Grease Interceptors shall be installed near garbage containment enclosures.



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e. Grease Interceptor access manholes shall be installed with 24" metal covers and rings, and the 90$^{o}$ tee shall be visible from all manholes. Access manholes shall extend at least to finished grade and be designed and maintained to prevent water inflow and infiltration. Manhole covers shall be readily removable to facilitate inspection, grease removal and wastewater sampling activities and shall be kept clear of obstructions such as trees, shrubs, flowers, mulch, etc.
f. A potable water supply (hose bib) shall be located near all Grease Interceptors for maintenance and cleaning.
g. Vent lines from Grease Interceptors shall be vented according to local plumbing codes.
h. Mop sinks, floor drains, floor sinks, 3-compartment sinks, and the pre-rinse of the dishwasher shall be connected to the grease interceptor. Output of the dishwashing machine shall be connected to the sanitary line. Ice machines, hand sinks, tea/soda stations, food prep sinks shall be connected to the sanitary line.
i. All Grease Interceptors shall be adequately secured against unauthorized access.

15.6.2 Under-the-sink Grease Trap Requirements

a. All Grease Traps shall be constructed of non-metallic, non-corrosive materials.
b. Grease Trap shall be externally smooth-sided (without grooves, fins or ridges).
c. All Grease Traps shall be located above grade of floor.
d. All Grease Traps shall be located to allow access for maintenance and inspection.
e. A minimum Grease Trap size of 20# (pound) (10 gpm) is required.
f. Food Service Establishments shall maintain a written log of Grease Trap maintenance.

All grease control devices are evaluated and approved in accordance with the requirements listed above giving consideration to factors such as number of seats, menu, site plan and location. City of Georgetown reserves the right to make determination of grease control device sizing and adequacy based on performance and condition and may require repairs to, modifications, or replacement of control devices as such.

**15.7 Transporter Requirements**

Transporters shall maintain a current license from the Department of Health and Environmental Control Division of Onsite Wastewater Systems to maintain grease interceptors and haul grease waste.
Transporters shall use only disposal sites or methods approved in the license.
Transporters shall request and obtain approval from City of Georgetown to discharge hauled waste at disposal sites designated by City of Georgetown. Truck/tankers

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licensed to discharge grease and septage at City of Georgetown facilities shall not be used to pump, contain, or transport any other type of waste.

**15.8 Enforcement**

Failure on the part of any User (Generator or Transporter) to maintain continued compliance with any of the requirements set forth in this Ordinance may result in revocation of the business license at the City of Georgetown.

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## SECTION 16—EFFECTIVE DATE

This ordinance shall be in full force and effect immediately following its passage, approval, and publication, as provided by law.

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# ATTACHMENT A

## APPLICATION FORM FOR
## WASTEWATER CONTRIBUTION PERMIT
## CITY OF GEORGETOWN, SOUTH CAROLINA

Note: Please read all attached instructions prior to completing this application.

### SECTION A – GENERAL INFORMATION

1. Facility Name: _____

   a. Operator Name: _____
   b. Is the operator identified in 1.a. the owner of the facility?
   [ ]Yes [ ] No

   If no, provide the name and address of the operator and submit a copy of the contract and/or other documents indicating the operator's scope of responsibility for the facility. _____
   _____

2. Facility Address:
   Street: _____
   City: _____ State: _____ Zip Code: _____

3. Business Mailing Address:
   Street or P.O. Box: _____
   City: _____ State: _____ Zip Code: _____

4. Designated signatory authority of the facility:
   (Attach similar information for each authorized representative)

   Name: _____
   Title: _____
   Address: _____
   City: _____ State: _____ Zip Code: _____
   Phone Number: _____

5. Designated facility contact:

   Name: _____
   Title: _____
   Phone Number: _____

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

## SECTION B – BUSINESS ACTIVITY

1. If your facility employs or will be employing processes in any of the industrial categories or business activities listed below (regardless of whether they generate wastewater, waste sludge, or hazardous wastes), place a check beside the category of business activity (check all that apply).

Industrial Categories*

[ ] Aluminum Forming
[ ] Asbestos Manufacturing
[ ] Battery Manufacturing
[ ] Can Making
[ ] Carbon Black
[ ] Coal Mining
[ ] Coil Coating
[ ] Copper Forming
[ ] Electric and Electronic Components Manufacturing
[ ] Electroplating
[ ] Feedlots
[ ] Fertilizer Manufacturing
[ ] Foundries (Metal Molding and Casting)
[ ] Glass Manufacturing
[ ] Grain Mills
[ ] Inorganic Chemicals
[ ] Iron and Steel
[ ] Leather and Tanning and Finishing
[ ] Metal Finishing
[ ] Nonferrous Metals Forming
[ ] Nonferrous Metals Manufacturing
[ ] Organic Chemicals Manufacturing
[ ] Paint and Ink Formulating
[ ] Paving and Roofing Manufacturing
[ ] Pesticides Manufacturing
[ ] Petroleum Refining
[ ] Pharmaceutical
[ ] Plastic and Synthetic Materials Manufacturing
[ ] Plastics Processing Manufacturing
[ ] Porcelain Enamel
[ ] Pulp, Paper and Fiberboard Manufacturing
[ ] Rubber
[ ] Soap and Detergent Manufacturing
[ ] Steam Electric
[ ] Sugar Processing
[ ] Textile Mills
[ ] Timber Products

A facility with processes inclusive in these business areas may be covered by Environmental Protection Agency's (EPA) categorical pretreatment standards. These facilities are termed "categorical users".



Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

2. Give a brief description of all operations at this facility including primary products or services (attach additional sheets necessary):

_____

_____

_____

_____

_____

_____

_____

3. Indicate applicable Standard Industrial Classification (SIC) for all processes. (If more than one applies, list in descending order of importance.):

a. _____
b. _____
c. _____
d. _____
e. _____

4. Product Volume

| PRODUCT (Brand Name) (levels with all others and no u.l.) | PAST CALENDAR YEAR Amounts per Day (Daily Units) | | ESTIMATE THIS CALENDAR YEAR Amounts per Day (Daily Units) | |
|---|---|---|---|---|
| | ~~Average~~ | ~~Maximum~~ | ~~Average~~ | ~~Maximum~~ |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

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## SECTION C – WATER SUPPLY

1. Water Sources: (Check as many as are applicable)

[ ] Private Well
[ ] Surface Water
[ ] Municipal Water Utility (Specify City): _____
[ ] Other (Specify): _____

2. Name on the water bill:

Name: _____
Street: _____
City: _____ State: _____ Zip Code: _____

3. Water Service Account Number: _____

4. List average water usage on premises:
(New Facilities may estimate)

| | Type | Average Water Usage (gpd) | Indicate Estimated (E) or Measured (M) |
|---|---|---|---|
| a. | Contact cooling water | | |
| b. | Non-contact cooling water | | |
| c. | Boiler feed | | |
| d. | Process | | |
| e. | Sanitary | | |
| f. | Air pollution control | | |
| g. | Contained in product | | |
| h. | Plant and equipment wash down | | |
| i. | Irrigation and lawn watering | | |
| j. | Other | | |
| k. | Total of A-J | | |

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## SECTION D – SEWER INFORMATION

1. a. For an existing building

Is the building presently connected to the public sanitary sewer system?

[ ] Yes: Sanitary Sewer Account Number _____
[ ] No: Have you applied for a sanitary sewer hookup? [ ] Yes [ ] No

b. For a new business:

i. Will you be occupying an existing vacant building (such as in an industrial park)? [ ] Yes [ ] No

ii. Have you applied for a building permit if a new facility will be constructed?

[ ] Yes [ ] No

iii. Will you be connected to the public sanitary sewer system?
[ ] Yes [ ] No

2. List size, descriptive location and flow of each facility sewer which connects to the City's sewer system. (If more than three, attach additional information on another sheet.)

| Sewer Size | Descriptive Location of Sewer Connection or Discharge Point | Average Flow (gpd) |
|---|---|---|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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## SECTION E – WASTEWATER DISCHARGE INFORMATION

1. Does (or will) this facility discharge any wastewater other than from restrooms to the City sewer?

   [ ] Yes If the answer to this question is "yes", complete the remainder of the application.

   [ ] No If the answer to this question is "no", skip to Section I.

2. Provide the following information on wastewater flow rate.

   a. Hours/Day Discharged (e.g. 8 hours/day):

   M _____ T _____ W _____ TH _____ F _____ SAT _____ SUN _____

   b. Hours of Discharge (e.g. 8 a.m. to 5 p.m.)

   M _____ T _____ W _____ TH _____ F _____ SAT _____ SUN _____

   c. Peak hourly flow rate (GPD) _____

   d. Maximum daily flow rate (GPD) _____

   e. Annual daily average (GPD) _____

3. If batch discharge occurs or will occur, indicate:
   [New facilities may estimate]

   a. Number of batch discharges _____ per day.

   b. Average discharge per batch _____ (GPD)

   c. Time of batch discharges _____ at _____
   (days of week) (hours of day)

   d. Flow rate _____ gallons/minute.

   e. Percent of total discharge _____.

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4. Schematic Flow Diagram – For each major activity in which wastewater is or will be generated, draw a diagram of the flow of materials, products, water and wastewater from the start of the activity to its completion, showing all unit processes. Indicate which processes use water and which generate wastestreams. Include the average daily volumes and maximum daily volumes of each wastestream (new facilities may estimate). If estimates are used for flow data this must be indicated. Number each unit process having wastewater discharges to the community sewer. Use these numbers when showing these unit processes in the building layout in Section II.

Facilities that checked activities in question 1 of Section B are considered Categorical Industrial Users and should skip to question 6.

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5. For Non-Categorical Users Only: List average wastewater discharge, maximum discharge and type of discharge (batch, continuous, or both), for each plant process. Include the reference number from the process schematic that corresponds to each process. (New facilities provide estimates for each discharge).

| No. | Process Description | Average Flow (gpd) | Maximum Flow (gpd) | Type of Discharge (Batch Continuous) |
|---|---|---|---|---|
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |

ANSWER QUESTIONS 6 & 7 ONLY IF YOU ARE SUBJECT TO CATEGORICAL PRETREATMENT STANDARDS.

6. For Categorical Users: Provide the wastewater discharge flows for each of your processes or proposed processes. Include the reference number from the process schematic that corresponds to each process. (New facilities should provide estimates for each discharge).

| No. | Regulated Process | Average Flow (gpd) | Maximum Flow (gpd) | Type of Discharge (Batch Continuous) |
|---|---|---|---|---|
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |

| No. | Unregulated Process | Average Flow (gpd) | Maximum Flow (gpd) | Type of Discharge (Batch Continuous) |
|---|---|---|---|---|
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |

| No. | Dilution | Average Flow (gpd) | Maximum Flow (gpd) | Type of Discharge (Batch Continuous) |
|---|---|---|---|---|
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |
| ___ | _____ | _____ | _____ | _____ |

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7. For Categorical Users Subject to Total Toxic Organic (TTO) Requirments:

Provide the following (TTO) information.

a. Does (or will) this facility use any of the toxic organics that are listed under the TTO standard of the applicable categorical pretreatment standards published by EPA?

[ ] Yes
[ ] No

b. Has a baseline monitoring report (BMR) been submitted which contains TTO information?

[ ] Yes
[ ] No

c. Has a toxic organics management plan (TOMP) been developed?

[ ] Yes
[ ] No

8. Do you have, or plan to have, automatic sampling equipment or continuous wastewater flow metering equipment at this facility?

| | | | | |
|---|---|---|---|---|
| Current: | Flow Metering | [ ] Yes | [ ] No | [ ] N/A |
| | Sampling Equipment | [ ] Yes | [ ] No | [ ] N/A |
| Planned: | Flow Metering | [ ] Yes | [ ] No | [ ] N/A |
| | Sampling Equipment | [ ] Yes | [ ] No | [ ] N/A |

If so, please indicate the present or future location of this equipment on the sewer schematic and describe the equipment below:

_____
_____
_____
_____

9. Are any process changes or expansions planned during the next three years that could alter wastewater volumes or characteristics? Consider production processes as well as air or water pollution treatment processes that may affect the discharge.

[ ] Yes
[ ] No

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10. Briefly describe these changes and their effects on the wastewater volume and characteristics: (Attach additional sheets if needed).

_____
_____
_____
_____

11. Are any materials or water reclamation systems in use or planned?

[ ] Yes
[ ] No

12. Briefly describe recovery process, substance recovered, percent recovered, and the concentration in the spent solution. Submit a flow diagram for each process: (Attach additional sheets if needed).

_____
_____
_____
_____

## SECTION F – CHARACTERISTICS OF DISCHARGE

All current industrial users are required to submit monitoring data on all pollutants that are regulated specific to each process. Use the tables provided in this section to report the analytical results. DO NOT LEAVE BLANKS. For all other (nonregulated) pollutants, indicate whether the pollutant is known to be present (P), suspected to be present (S), or known not to be present (O), by placing the appropriate letter in the column for average reported values. Indicate on either the top of each table or on a separate sheet, if necessary, the sample location, and type of analysis used. Be sure methods conform to 40 CFR Part 136; if they do not, indicate what method was used.

New dischargers should use the table to indicate what pollutants will be present or are suspected to be present in proposed wastestreams by placing a P (expected to be present), S (may be present), or O (will not be present) under the average reported values.

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| Pollutant | Detection Level Used | Maximum Daily Value | | Average of Analyses | | Number of Analysis | Units | |
|---|---|---|---|---|---|---|---|---|
| | | Conc. | Mass | Conc. | Mass | | Conc. | Mass |
| Acenaphthene* | | | | | | | | |
| Acrolein | | | | | | | | |
| Acrylonitrile | | | | | | | | |
| Benzene | | | | | | | | |
| Benzidine | | | | | | | | |
| Carbon tetrachloride | | | | | | | | |
| Chlorobenzene | | | | | | | | |
| 1,2,4 - Trichlorobenzene | | | | | | | | |
| Hexachlorobenzene | | | | | | | | |
| 1,2 - Dichloroethane | | | | | | | | |
| 1,1,1 - Trichloroethane | | | | | | | | |
| Hexachloroethane | | | | | | | | |
| 1,1 - Dichloroethane | | | | | | | | |
| 1,1,2 - Trichloroethane | | | | | | | | |
| 1,1,2,2 - Tetrachloroethane | | | | | | | | |
| Chloroethane | | | | | | | | |
| Bis (2-chloroethyl) ether | | | | | | | | |
| 17 Bis (chloro methyl) ether | | | | | | | | |
| 2-Chloroethyl vinyl ether | | | | | | | | |
| 2 - Chloronaphthalene | | | | | | | | |
| 2,4,6 - Trichlorophenol | | | | | | | | |
| Parachlorometa cresol | | | | | | | | |
| Chloroform | | | | | | | | |
| 2 - Chlorophenol | | | | | | | | |
| 1,2 - Dichlorobenzene | | | | | | | | |
| 1,3 - Dichlorobenzene | | | | | | | | |
| 1,4 - Dichlorobenzene | | | | | | | | |
| 3,3 - Dichlorobenzidine | | | | | | | | |
| 1,1 - Cichloroethylene | | | | | | | | |
| 1,2 - Trans-dichloroethylene | | | | | | | | |
| 2,4 - Dichlorpheno | | | | | | | | |
| 1,2 - Dichloropropane | | | | | | | | |
| 1,2 - Dichloropropylene | | | | | | | | |
| 1,3- Dichloropropylene | | | | | | | | |

| Pollutant | Detection Level Used | Maximum Daily Value | | Average of Analyses | | Number of Analysis | Units | |
|---|---|---|---|---|---|---|---|---|
| | | Conc. | Mass | Conc. | Mass | | Conc. | Mass |
| 2,4 - Dimethylphenol* | | | | | | | | |
| 2,4 - Dinitrotoluene | | | | | | | | |
| 2,6 - Dinitrotoluene | | | | | | | | |
| 1,2 - Diphenylhydrazine | | | | | | | | |
| Ethylbenzene | | | | | | | | |
| Fluorantene | | | | | | | | |
| 4 - Chlorophenyl phenyl ether | | | | | | | | |
| 4 - Bromophenyl phenyl ether | | | | | | | | |
| Bis (2-chloroisopropyl) ether | | | | | | | | |
| Bis (2-chloroethoxy) methane | | | | | | | | |
| Methylene chloride | | | | | | | | |
| Methyl chloride | | | | | | | | |
| Methyl bromide | | | | | | | | |
| Bromoform | | | | | | | | |
| Dichlorodibromomethane | | | | | | | | |
| Chlorodibromomethane | | | | | | | | |
| Hexachlorobutadiene | | | | | | | | |
| Hexachlorocyclopentadiene | | | | | | | | |
| Isophorone | | | | | | | | |
| Naphthalene | | | | | | | | |
| Nitrobenzene | | | | | | | | |
| Nitrophenol | | | | | | | | |
| 2 - Nitrophenol | | | | | | | | |
| 4 - Nitrophenol | | | | | | | | |
| 2,4 - Dinitrophenol | | | | | | | | |
| 4,6 - Dinitro -o- cresol | | | | | | | | |
| N-nitrosodimethylamine | | | | | | | | |
| N-nitrosodiphenylamine | | | | | | | | |
| N-nitrosodi-n-propylamine | | | | | | | | |
| Pentachlorophenol | | | | | | | | |
| Phenol | | | | | | | | |
| Bis (2-ethylhexyl) phthalate | | | | | | | | |
| Butyl bezyl phthalate | | | | | | | | |
| Di-n-butyl phthalate | | | | | | | | |

| Pollutant | Detection Level Used | Maximum Daily Value | | Average of Analyses | | Number of Analysis | Units | |
|---|---|---|---|---|---|---|---|---|
| | | Conc. | Mass | Conc. | Mass | | Conc. | Mass |
| Di-n-octyl phthalate* | | | | | | | | |
| Diethyl phthalate | | | | | | | | |
| Dimethyl phthalate | | | | | | | | |
| Benzo (a) anthracene | | | | | | | | |
| Benzo (a) pyrene | | | | | | | | |
| 3,4 - benzofuoroanthene | | | | | | | | |
| Benzo (k) fluoroanthane | | | | | | | | |
| Chrysene | | | | | | | | |
| Acenaphthylene | | | | | | | | |
| Anthracene | | | | | | | | |
| Benzo (ghi) perylene | | | | | | | | |
| Fluorene | | | | | | | | |
| Phenanthrene | | | | | | | | |
| Dibenzo (a,h,) anthracene | | | | | | | | |
| Indeno (1,2,3 - cd) pyrene | | | | | | | | |
| Pyrene | | | | | | | | |
| Tetrachloroethylene | | | | | | | | |
| Toluene | | | | | | | | |
| Trichloroethylene | | | | | | | | |
| Vinyl chloride | | | | | | | | |
| Aldrin | | | | | | | | |
| Dieldrin | | | | | | | | |
| Chlordane | | | | | | | | |
| 4,4' - DDT | | | | | | | | |
| 4,4' - DDE | | | | | | | | |
| 4,4' - DDD | | | | | | | | |
| Alpha - endosulfan | | | | | | | | |
| Beta - endosulfan | | | | | | | | |
| Endosulfan sulfate | | | | | | | | |
| Endrin | | | | | | | | |
| Endrin aldehyde | | | | | | | | |
| Heptachlor | | | | | | | | |





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| Pollutant | Detection Level Used | Maximum Daily Value | | Average of Analyses | | Number of Analysis | Units | |
|---|---|---|---|---|---|---|---|---|
| | | Conc. | Mass | Conc. | Mass | | Conc. | Mass |
| Heptachlor epoxide | | | | | | | | |
| Alpha - BHC | | | | | | | | |
| Beta - BHC | | | | | | | | |
| Gamma - BHC | | | | | | | | |
| Delta - BHC | | | | | | | | |
| PCB - 1242 | | | | | | | | |
| PCB - 1254 | | | | | | | | |
| PCB - 1221 | | | | | | | | |
| PCB - 1232 | | | | | | | | |
| PCB - 1248 | | | | | | | | |
| PCB - 1260 | | | | | | | | |
| PCB - 1016 | | | | | | | | |
| Toxaphene | | | | | | | | |
| (TCDD) | | | | | | | | |
| Asbestos | | | | | | | | |
| Acidity | | | | | | | | |
| Alkalinity | | | | | | | | |
| Bacteria | | | | | | | | |
| BOD5 | | | | | | | | |
| COD | | | | | | | | |
| Chloride | | | | | | | | |
| Chlorine | | | | | | | | |
| Flouride | | | | | | | | |
| Hardness | | | | | | | | |
| Magnesium | | | | | | | | |
| NH3 - N | | | | | | | | |
| Oil and Grease | | | | | | | | |
| TSS | | | | | | | | |
| TOC | | | | | | | | |
| Kjeldahl N | | | | | | | | |
| Nitrate N | | | | | | | | |
| Nitrite N | | | | | | | | |
| Organic N | | | | | | | | |
| Orthophosphate P | | | | | | | | |
| Phosphorous | | | | | | | | |

| Pollutant | Detection Level Used | Maximum Daily Value | | Average of Analyses | | Number of Analysis | Units | |
|---|---|---|---|---|---|---|---|---|
| | | Conc. | Mass | Conc. | Mass | | Conc. | Mass |
| Sodium | | | | | | | | |
| Specific Conductivity | | | | | | | | |
| Sulfate (SO4) | | | | | | | | |
| Sulfide (S) | | | | | | | | |
| Sulfite (SO3) | | | | | | | | |
| Antimony | | | | | | | | |
| Arsenic | | | | | | | | |
| Barium | | | | | | | | |
| Beryllium | | | | | | | | |
| Cadmium | | | | | | | | |
| Chromium | | | | | | | | |
| Copper | | | | | | | | |
| Cyanide | | | | | | | | |
| Lead | | | | | | | | |
| Mercury | | | | | | | | |
| Nickel | | | | | | | | |
| Selenium | | | | | | | | |
| Silver | | | | | | | | |
| Thallium | | | | | | | | |
| Zinc | | | | | | | | |

## SECTION G – TREATMENT

1. Is any form of wastewater treatment (see list below) practiced at this facility?

[ ] Yes
[ ] No

2. Is any form of wastewater treatment (or changes to a existing wastewater treatment) planned for this facility within the next three years?

[ ] Yes, describe: _____
[ ] No

3. Treatment devices or processes used or proposed for treating wastewater or sludge (check as many as appropriate).

[ ] Air flotation
[ ] Centrifuge
[ ] Chemical precipitation
[ ] Chlorination
[ ] Cyclone
[ ] Filtration
[ ] Flow equalization
[ ] Grease or oil separation, type:
[ ] Grease trap
[ ] Grinding filter
[ ] Grit removal
[ ] Ion exchange
[ ] Neutralization, pH correction
[ ] Ozonation
[ ] Reverse osmosis
[ ] Screen
[ ] Sedimentation
[ ] Septic tank
[ ] Solvent separation
[ ] Spill protection
[ ] Sump
[ ] Biological treatment, type: _____
[ ] Rainwater diversion or storage
[ ] Other chemical treatment, type: _____
[ ] Other physical treatment, type: _____
[ ] Other, type: _____

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4. Description

Describe the pollutant loadings, flow rates, design capacity, physical size, and operating procedures of each treatment facility checked above.

_____
_____
_____
_____

5. Attach a process flow diagram for each existing treatment system. Include process equipment, by-products, by-product disposal method, waste and by-product volumes, and design and operating conditions.

6. Describe any changes in treatment or disposal methods planned or under construction for the wastewater discharge to the sanitary sewer. Please include estimated completion dates.

_____
_____
_____
_____

7. Do you have a treatment operator? [ ] Yes [ ] No

(if Yes,) Name: _____
Title: _____
Phone: _____
Full time: _____ (specify hours)
Part time: _____ (specify hours)

8. Do you have a manual on the correct operation of your treatment equipment?

[ ] Yes [ ] No

9. Do you have a written maintenance schedule for your treatment equipment?

[ ] Yes [ ] No

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## SECTION H - FACILITY OPERATIONAL CHARACTERISTICS

1. Shift Information

| | | [ ] Mon. | [ ] Tues. | [ ] Wed. | [ ] Thur. | [ ] Fri. | [ ] Sat. | [ ] Sun. |
|---|---|---|---|---|---|---|---|---|
| Work Days | | | | | | | | |
| Shifts per work day: | | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Empl's per shift: | 1st: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | 2nd: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | 3rd: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Shift start and end times: | 1st: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | 2nd: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | 3rd: | _____ | _____ | _____ | _____ | _____ | _____ | _____ |

2. Indicate whether the business activity is:

[ ] Continuous through the year, or
[ ] Seasonal - Circle the months of the year during which the business activity occurs:

J F M A M J J A S O N D

COMMENTS: _____
_____

3. Indicate whether the facility discharge is:

[ ] Continuous through the year, or
[ ] Seasonal - Circle the months of the year during which the business activity occurs:

J F M A M J J A S O N D

COMMENTS: _____
_____



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4. Does operation shut down for vacation, maintenance, or other reasons?

[ ] Yes; indicate reasons and period when shutdown occurs:

_____

[ ] No

5. List types and amounts (mass or volume per day) of raw materials used or planned for use (attach list if needed):

_____

_____

_____

_____

6. List types and quantity of chemicals used or planned for use (attach list if needed). Include copies of Manufacturer's Safety Data Sheets (if available) for all chemicals identified:

| Chemical | Quantity |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

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7. Building Layout - Draw to scale the location of each building on the premises. Show map orientation and location of all water meters, storm drains, numbered unit processes (from schematic flow diagram), public sewers, and each facility sewer line connected to the public sewers. Number each sewer and show existing and proposed sampling locations. A State Registered Professional Engineer must certify this drawing.

A blueprint or drawing of the facilities showing the above items may be attached in lieu of submitting a drawing on this sheet.

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## SECTION I - SPILL PREVENTION

1. Do you have chemical storage containers, bins, or ponds at your facility?

   [ ] Yes [ ] No

   If yes, please give a description of their location, contents, size, type, and frequency and method of cleaning. Also, indicate in a diagram or comment on the proximity of these containers to a sewer or storm drain. Indicate if buried metal containers have cathodic protection.

2. Do you have floor drains in your manufacturing or chemical storage area(s)?

   [ ]Yes [ ] No

   If yes, where do they discharge? _____

3. If you have chemical storage containers, bins, or ponds in manufacturing area, could an accidental spill lead to a discharge to: (check all that apply).

   [ ] an onsite disposal system
   [ ] public sanitary sewer system (e.g. through a floor drain)
   [ ] storm drain
   [ ] to ground
   [ ] other, specify: _____
   [ ] not applicable, no possible discharge to any of the above routes

4. Do you have an accidental spill prevention plan (ASPP) to prevent spills of chemicals or slug discharges from entering the Control Authority's collection systems?

   [ ] Yes - [Please enclose a copy with the application]
   [ ] No
   [ ] N/A, Not applicable since there are no floor drains and/or the facility discharge(s) only domestic wastes.

5. Please describe below any previous spill events and remedial measures taken to prevent their reoccurrence.

   _____
   _____
   _____

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

## SECTION J - NON-DISCHARGED WASTES

1. Are any waste liquids or sludges generated and not disposed of in the sanitary sewer system?

[ ] Yes, please describe below

[ ] No, skip the remainder of Section J.

| Waste Generated | Quantity (per year) | Disposal Method |
|---|---|---|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

2. Indicate which wastes identified above are disposed of at an off-site treatment facility and which are disposed of on-site.

3. If any of your wastes are sent to an off-site centralized waste treatment facility, identify the waste and the facility.

4. If an outside firm removes any of the above checked wastes, state the name(s) and addresses of all waste haulers:

a. _____
_____
_____

Permit No. (if applicable):_____

b. _____
_____
_____

Permit No. (if applicable): _____

5. Have you been issued any Federal, State, or local environmental permits?

[ ] Yes
[ ] No

If yes, please list the permit(s): _____
_____
_____

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

## SECTION K - AUTHORIZED SIGNATURES

Compliance certification:

1. Are all applicable Federal, State, or local pretreatment standards and requirements being met on a consistent basis?

   [ ] Yes

   [ ] No

   [ ] Not yet discharging

2. If No:

   a. What additional operations and maintenance procedures are being considered to bring the facility into compliance? Also, list additional treatment technology or practice being considered in order to bring the facility into compliance.

   b. Provide a schedule for bringing the facility into compliance. Specify major events planned along with reasonable completion dates. Note that if the Control Authority issues a permit to the applicant, it may establish a schedule for compliance different from the one submitted by the facility.

| Milestone Activity | Completion Date |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

# ATTACHMENT B

## PRETREATMENT PROGRAM FEES

**Application and Renewal Fees**

SIU Permit Application $680.00

Septic Tank/Grease Hauler $200.00

**Addendum Fees**

SIU $200.00

**Annual Inspection Fees**

SIU without Pretreatment $720.00

SIU with Pretreatment $1040.00

**Late Reporting Fee**

SIU $50.00 every day thereafter until report is received

**Hauled Waste**

Basic Charge (FOG and Septage) $ 0.060 per gallon based on truck capacity

Attachment: COG Pretreatment Ordinance Draft (1971 : Amendment to Pretreatment Ordinance)

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

## ACTION ITEM

DOC ID: 1968

| | |
|---|---|
| **Council Meeting Date:** | 17 December 2015 |
| **Department:** | Water Utilities |
| **Issue Under Consideration:** | Motion to Approve Contract and Payment to Coastal Asphalt, LLC for Asphalt Resurfacing of Merriman Road, Bonds Street, and Martin Street and Asphalt Surfacing of C Street in the amount of $117,380.91 |
| **Amount Requested:** | $117,380.91 |
| **Is Item in Current Budget?** | Yes |
| **If no, please explain:** | |
| **Financial Impact:** | None |
| **Points to Consider:** | • Merriman Rd. is associated with the sewer main replacement between Winyah St. and Railroad St.<br>• Bonds St. is associated with the sewer main work the City completed as part of the 17/701 Utility Relocation project<br>• Martin St. and C St. are associated with the Public Works resurfacing and surfacing project. |
| **Options:** | Approve or Disapprove |
| **Staff Recommendation:** | Approve |

**Reviews:**

Will Cook Completed 12/08/2015 5:16 PM
Debra Bivens Completed 12/09/2015 9:49 AM
Chris Carter Completed 12/09/2015 10:43 AM
Ann U. Mercer Completed 12/09/2015 11:11 AM
Georgetown City Council Pending 12/17/2015 5:30 PM

**Attachments:**

1. 1 Bid Tab 2015 (PDF)

**ANALYSIS**

**Bid# 31-2015-006** **12/2/2015**

## Surfacing C St. - Resurfacing Martin, Merriman, and Bonds Sts

| Bidder | Full Depth Martin St | Leveling Martin St | Resurfacing Martin St | Surfacing C St | Resurfacing Bonds St | Milling Merriman Rd | Resurfacing Merriman Rd | Restriping Merriman Rd | TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| C.R. Jackson, Inc. | 14,500.00 | 18,360.00 | 35,572.50 | 16,500.00 | 19,071.25 | 15,482.50 | 30,965.00 | 8,500.00 | $158,951.25 |
| Palmetto Corp of Conway | 16,734.00 | 9,550.00 | 22,743.00 | 6,800.00 | 15,600.00 | 9,500.00 | 30,000.00 | 9,000.00 | $119,927.00 |
| Coastal Asphalt, LLC | 4,664.55 | 4,322.62 | 21,446.41 | 14,287.19 | 15,286.93 | 7,465.56 | 46,935.34 | 2,972.31 | $117,380.91 |

Attachment: Bid Tab 2015 (1968 : Asphalt Resurfacing)

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

# ORDINANCE

DOC ID: 1973

| | |
|---|---|
| **Council Meeting Date:** | 17 December 2015 |
| **Department:** | Administration |
| **Issue Under Consideration:** | Motion to approve first reading of an Ordinance amending Chapter 11, Article II, Section 11-26 of the City Code establishing additional conditions under which commercial properties may be deemed a nuisance. |
| **Amount Requested:** | n/a |
| **Is Item in Current Budget?** | n/a |
| **If no, please explain:** | |
| **Financial Impact:** | None presently |
| **Points to Consider:** | Adds criteria to nuisance definition for commercial buildings. |
| **Options:** | 1) Adopt, 2) Defer adoption |
| **Staff Recommendations:** | Adopt to offer more objective criteria for evaluating nuisances |

**Reviews:**

| | | |
|---|---|---|
| Chris Carter | Completed | 12/09/2015 10:42 AM |
| Chris Carter | Completed | 12/09/2015 10:42 AM |
| Ann U. Mercer | Completed | 12/09/2015 11:23 AM |
| Georgetown City Council | Pending | 12/17/2015 5:30 PM |

**Attachments:**

1. 1 12- 8 Version for inclusion with Agenda (PDF)

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE AMENDING CHAPTER 11, ARTICLE II, SECTION 11-26 OF THE CITY CODE ESTABLISHING ADDITIONAL CONDITIONS UNDER WHICH COMMERCIAL PROPERTIES MAY BE DEEMED A NUISANCE.**

AN ORDINANCE AMENDING CHAPTER 11 ARTICLE II SECTION 11-26 "PUBLIC NUISANCES" OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN

WHEREAS, Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and

WHEREAS, The City of Georgetown understands and appreciates the need to prevent blighted and unsafe conditions caused by dereliction of both occupied and unoccupied buildings of commercial and industrial occupancies;

WHEREAS, The City Council of the City of Georgetown wishes to have the means to address these issues specifically when the protection of public health and safety and protection of adjoining properties is necessary;

WHEREAS, The City of Georgetown wishes to establish criteria to provide a prompt and fair means under Chapter 11 to address these situations as exist from time to time;

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 11, be amended to add a subsection (B) as follows:

Section 11-26 – Public Nuisances

(A) Purpose and Scope. It is the purpose of the provisions of this Article to provide a just, equitable and practical method, whereby properties, buildings, or structures which from any cause, endanger the life, limb, health, property or safety or welfare of the general public or their occupants, may be required to be repaired, vacated, or demolished.

(B) All Private Property. In accordance with Section 5-7-80 of the Code of Laws, South Carolina, 1976, conditions on private property constituting a danger to human life, safety, or health are hereby declared to be public nuisances and hazards to public health. These shall include, but not be limited to, the following:

(1) Unsanitary conditions created by the improper disposal of waste, human or otherwise;
(2) The accumulation of water from any cause, which may promote the breeding of mosquito larvae;
(3) Any building or part of any building which, on account of its condition, its occupancy or use, may endanger life or health;
(4) The discharge of sewage, garbage or any other organic filth into or upon any place in such a manner that may endanger human life or health;
(5) The handling or storage of any material that may endanger life or health;
(6) Any business, industry or individual which causes dust, vapors, gases or any by-product that may be detrimental to life or health or that are obnoxious or objectionable to the esthetic senses;
(7) Any property, whether occupied or vacant, upon which grass, weeds or undergrowth exceeding eighteen (18) inches in height, trash, garbage, offal, stagnant water, building materials, glass, wood, metal or other matter deleterious to good health and public sanitation is permitted or caused to accumulate in any manner which is or may become a nuisance causing injuries or sickness to the public or neighboring property;

Attachment: 12- 8 Version for inclusion with Agenda (1973 : Ordinance amending Section 11-26)

(8) Any property which, because of its condition, may promote the breeding or harborage of flies, rats, snakes, vermin or other insects and animals.

(Ord. of 12-15-94)

(C) Commercial Property. For purposes of this section, a Commercial Property is one upon which was or is located a structure for which the most recent certificate of occupancy or building permit issued was for a building or structure to be used as a business or for commerce, and not primarily as a residence. The provisions of this Article apply, whether or not such building shall have been constructed, altered, or repaired before or after the enactment of this article, and irrespective of any permits or licenses which shall have been issued for the use or occupancy of the building or for the installment or repair of equipment or facilities prior to the effective date of this article, or whether it is occupied or vacant. In addition to the conditions of Public Nuisance in Subsection (B), *supra*., the following conditions on Commercial Property are declared to be public nuisance and hazards to public health:

(1) Such damage by fire, wind or other causes as to render the building unsafe.

(2) Dilapidation, decay, unsanitary conditions or disrepair which is dangerous to the health, safety and welfare of the occupants or other people in the city.

(3) Inadequate facilities for egress to such an extent that there does not exist at a minimum, sufficient operable doors that the building can be entered safely and exited in the same manner in case of fire or panic.

(4) Defects significantly increasing the hazards of fire, accident, or other calamities.

(5) Buildings and environs shall be kept clear of accumulations of garbage, trash, or rubbish, which creates health and sanitation problems. All garbage and solid waste shall be in approved containers or stored in a safe and sanitary way.

(6) Flammable, combustibles, explosive or other dangerous or hazardous materials shall be stored in a manner approved for such materials and consistent with the City Fire Prevention Code.

(7) The building and environs shall be kept free of loose and insufficiently anchored overhanging objects, which constitute a danger of falling on persons or property.

(8) The environs shall be kept free of insufficiently protected holes, excavations, breaks, projections, obstructions and other such dangerous impediments on and around walks, driveways, parking lots, alleyways and other areas which are accessible to and generally used by persons on or around the premises.

(9) The building and environs surfaces (ground, parking lot) shall be kept clear of broken glass, loose shingles, loose wood, crumbling stone or brick, broken plastic or other dangerous objects or similar hazardous conditions. Exterior surfaces shall be maintained in such material or treated in such a manner as to prevent deterioration and repaired or replaced to ensure the safety of the public.

(10) The building and environs shall be kept free of objects and elements protruding from building walls, roof and environs which are unsafe or not properly secured or which can create a hazard such as abandoned electrical boxes and conduits, wires, sign brackets and other brackets, and similar objects.

(11) All chimneys, shall be structurally safe.

Attachment: 12- 8 Version for inclusion with Agenda (1973 : Ordinance amending Section 11-26)

(12) All exterior porches, landings, balconies, stairs and fire escapes shall be provided with banisters or railings and maintained to minimize the hazard of falling, and the same shall be kept structurally sound, in good repair, and free of defects.

(13) All cornices shall be made structurally sound. All exposed wood shall be treated or painted.

(14) Gutters and down-spouts shall be replaced or repaired as necessary and shall be appropriately located so as not to cause a hazard to pedestrian, vehicular traffic or property.

(15) Attached and unattached accessory structures shall not cause a nuisance or safety hazard

(16) Advertising sign structures, attached or freestanding awnings, marquees and their supporting members and other similar attachments and structures shall be maintained in good repair and shall not cause a nuisance or safety hazard to the occupants, pedestrians or other residents of the city.

(17) Walls, partitions, supporting members, sills, joists, rafters or other structural members shall not list, lean or buckle, and shall not have holes or cracks which might admit rodents.

(18) Floors or roofs shall have adequate supporting members and strength to be reasonably safe for the purpose used and shall not leak.

(19) Foundations, foundation walls, piers or other foundation supports shall not be deteriorated or damaged.

(20) All windows must be tight-fitting and have sashes of proper size and design.

(21) All windows shall be maintained free of broken glass that could be in danger of falling or shattering.

(22) All openings originally designed as windows, doors, loading docks, or other means of egress or ingress shall be maintained as such, unless the chief code enforcement officer approves the closing and the materials used to close the openings. If an opening is temporarily closed to secure the building, the boarding shall be trim fit, sealed to prevent water intrusion, and painted or stained to properly conform with the other exterior portions of the building.

(*ref*. Art VI, Sec. 5 Dwellings Unfit for Human Habitation; (*ref. Art. XIII, Zoning Ord.*)

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

ATTEST:

_____ _____

Ann U. Mercer, City Clerk

Jack Scoville Jr. Mayor

First Reading:

_____

Second Reading:

Approved as to Form
Elise F. Crosby

Attachment: 12- 8 Version for inclusion with Agenda (1973 : Ordinance amending Section 11-26)

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

Meeting: 12/17/15 05:30 PM
Department: Police Department
Category: Report
Prepared By: Johnnie Deas
Initiator: Paul Gardner
Sponsors:
DOC ID: 1974

**MONTHLY REPORT (ID # 1974)**

# November 2015 Georgetown Police PD Report

MAYOR
JACK M. SCOVILLE, Jr.

POLICE CHIEF
PAUL GARDNER

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

December 8, 2015

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

Dear Mayor Scoville and Council Members:

On November 2nd -6th , 2015, Victim Advocate Chanda Robinson attended the Annual LEVA (Law Enforcement Victim Advocate) Conference at the Sheraton Hotel located in Myrtle Beach, SC. The conference focus this year was empowering victims.

On November 9th and 10th, I attended a special events summit in Myrtle Beach. The summit was very informative and dealt with how municipalities can plan for major special events in their jurisdictions.

On November 11th, the department assisted with Veteran's Day Parade on Front Street. It was a great parade and an appropriate tribute to those who serve and have served in our armed forces.

The department's Police Community Advisory Board (PCAB) met in November, and the meeting was well attended.

November 14th brought the rescheduled Fifth Annual Bridge2Bridge Half Marathon, 12K and 5K event to town. This remains a major logistics initiative for the department as we reroute traffic to make it safe for both the motorists and participants. The event was a big success and it continues to grow and promote the City.

The department cooked lunch on November 16th for the kickoff on the United Way Campaign. This campaign ran for two weeks and concluded on November 30th.

On November 18th, the department hosted a meeting with the non-profits in town. The Mayor, City Administrator and department heads met with eight executive directors from non-profits located here in Georgetown.

Sincerely,

Paul Gardner
Chief of Police
Attachments
PG: tws



Attachment: Monthly letter - November 2015 (1974 : November 2015 Georgetown Police PD Report)

Attachment: Monthly letter - November 2015 (1974 : November 2015 Georgetown Police PD Report)



# GEORGETOWN POLICE DEPARTMENT 2015 YEAR-TO-DATE ACTIVITY REPORT

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ARRESTS | 93 | 74 | 88 | 83 | 98 | 94 | 92 | 90 | 143 | 73 | 91 | |

TOTAL ARRESTS 1019

| | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CRIMINAL INCIDENTS | 182 | 129 | 121 | 97 | 120 | 112 | 149 | 178 | 165 | 189 | 226 | |
| NON-CRIMINAL INCIDENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| DOMESTIC INCIDENTS | 5 | 1 | 6 | 7 | 3 | 2 | 4 | 4 | 6 | 5 | 11 | |
| TOTALS | 187 | 130 | 127 | 104 | 123 | 114 | 153 | 182 | 171 | 194 | 237 | 0 |

TOTAL INCIDENTS 1722

Attachment: Monthly letter - November 2015 (1974 : November 2015 Georgetown Police PD Report)



# GEORGETOWN POLICE DEPARTMENT
# 2015 YEAR-TO-DATE ACTIVITY REPORT

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SPEEDING CITATIONS | 125 | 186 | 220 | 189 | 232 | 185 | 168 | 163 | 107 | 75 | 98 | |
| OTHER TRAFFIC CITATIONS | 83 | 138 | 164 | 98 | 201 | 154 | 147 | 96 | 83 | 53 | 85 | |
| WARNING - SPEEDING | 96 | 94 | 114 | 152 | 164 | 116 | 113 | 138 | 94 | 71 | 76 | |
| WARNING - OTHER | 178 | 159 | 208 | 169 | 123 | 143 | 130 | 145 | 135 | 102 | 122 | |
| PARKING CITATIONS | 13 | 4 | 2 | 7 | 4 | 9 | 6 | 3 | 5 | 6 | 9 | |
| TOTALS | 495 | 581 | 708 | 615 | 724 | 607 | 564 | 545 | 424 | 307 | 390 | 0 |

**TOTAL CITATIONS** **5960**

| | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| STATE ACCIDENTS | 33 | 30 | 44 | 34 | 34 | 32 | 47 | 44 | 60 | 44 | 48 | |
| PARKING LOT ACCIDENTS | 16 | 7 | 18 | 16 | 13 | 14 | 25 | 14 | 17 | 11 | 12 | |
| TOTALS | 49 | 37 | 62 | 50 | 47 | 46 | 72 | 58 | 77 | 55 | 60 | 0 |

**TOTAL ACCIDENTS** **613**

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

Meeting: 12/17/15 05:30 PM
Department: Fire Department
Category: Report
Prepared By: Amy Skidmore
Initiator: Charles W. Cribb
Sponsors:
DOC ID: 1961

**MONTHLY REPORT (ID # 1961)**

# November 2015 Fire Report

# The FIRE Report

*A monthly report of Fire Department activities to City Council*

December 2015

## Fire Prevention Bureau

| | 2015 November |
|---|---|
| Inspections | 46 |
| Violations Found | 34 |
| Buildings without Violations | 22 |
| Buildings Cleared of Violations | 5 |
| Violations Corrected | 11 |
| Violations Not Corrected | 5 |
| 3rd Party Inspection Review | 8 |

| | |
|---|---|
| Assemblies Inspected: | 9 |
| Business Inspected: | 28 |
| Educational Buildings Inspected: | 0 |
| Hazardous Buildings Inspected: | 0 |
| Factories Inspected: | 0 |
| Institutionals Inspected: | 0 |
| Mercantiles Inspected: | 8 |
| Residentials Inspected: | 0 |
| Storage Buildings Inspected: | 1 |

| | |
|---|---|
| Construction Meetings: | 0 |
| Plans Review: | 0 |
| Test Conducted: | 0 |
| Compliance Issues: | 0 |
| Complaints Reviewed: | 0 |
| Business License: | 2 |
| Citation Issued: | 0 |

### Public Education

| | |
|---|---|
| Programs | 7 |
| Participants | 1481 |

## Suppression Division

### A Brief Look at Emergency Responses

November 2015

1. One Medical Call
2. Two Medical Calls; One MVA; Three Public Service
3. Two Medical Calls; One MVA
4. One Medical Call; Two Public Service Calls
5. Five Medical Calls; One MVA; One Public Service
6. Three MVA's; Three Public Service Calls
7. One Alarm Activation; Two Public Service
8. Two Medical Calls
9. Three Medical Calls; One MVA; One Building Fire
10. Three Medical Calls; One MVA; Two Alarm Activations; One Mutual Aid Call
11. Six Medical Calls; One Power Line Down
12. Two Medical Calls; One Gas Leak
13. One Public Service
14. Four Medical Call; One Alarm Activation
15. Two Medical Calls; One MVA
16. Six Medical Calls; One MVA; One Detector Activation; One Smoke Scare
17. Three Medical Calls; Two Public Service Calls
18. Seven Medical Calls; Three Alarm Activations; One Public Service
19. Two Medical Calls; One False Alarm; One Vehicle Fire; Two Public Services
20. Two Medical Calls; One Alarm Activation
21. Three Medical Calls
22. Six Medical Calls; Two Public Service
23. Seven Medical Calls; Three Alarm Activations; Two Public Service Calls
24. One Medical Call; One MVA; One Electrical Short
25. Two Medical Calls; One MVA
26. One Medical Call; One Alarm Activation
27. One Medical Call; One MVA; Two Public Service
28. Two Medical Calls; One MVA; One Public Service
29. Three Medical Calls
30. Two Medical Calls; One Elevator Entrapment

Attachment: November 2015 Fire Report (1961 : November 2015 Fire Report)

| Total Call Volume<br>As defined by the National Fire Incident Report System | November 2015 | November 2014 | Year to Date 2015 | Year to Date 2014 |
|---|---|---|---|---|
| Fires | 2 | 10 | 46 | 77 |
| Rescue Calls/EMS | 97 | 68 | 1050 | 892 |
| Hazardous Conditions | 37 | 30 | 372 | 399 |
| Service Calls | 23 | 32 | 406 | 244 |
| Good Intent Calls | 4 | 3 | 54 | 49 |
| False Alarms | 14 | 12 | 157 | 120 |
| Weather/Flood | 0 | 1 | 31 | 19 |
| Special Incident Type | 12 | 7 | 125 | 90 |
| Total Calls | 189 | 163 | 2241 | 1890 |

## Save/Loss Analysis

| | Losses | Property Values |
|---|---|---|
| November 2015 | $ 1,701 | $ 71,287,401 |
| November 2014 | $ 10,902 | $ 241,800 |
| Year to Date | $ 141,135 | $ 73,935,049 |

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

## Mutual Aid Calls

| | November | YTD |
|---|---|---|
| To Georgetown County Fire | 1 | 8 |
| To Midway Fire | 0 | 8 |
| To other Departments | 0 | 1 |
| From Georgetown County Fire | 0 | 8 |
| From Midway | 0 | 2 |
| From other Departments | 0 | 0 |

| | November | YTD |
|---|---|---|
| Staff Training Hours | 1,037.82 | 12,103.63 |

Attachment: November 2015 Fire Report (1961 : November 2015 Fire Report)

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

**MONTHLY REPORT (ID # 1964)**

Meeting: 12/17/15 05:30 PM
Department: Public Works
Category: Report
Prepared By: Natrona Simmons
Initiator: IQM2 Admin
Sponsors:
DOC ID: 1964

# November 2015 Public Works Department Report

# November 2015
## PUBLIC WORKS DEPT.
## CITY COUNCIL MONTHLY REPORT

## RESIDENTIAL SANITATION

1. Number of .Net work orders requests of roll-out carts repairs, new roll out cart deliveries and/or replacements; recycle bins and cancelled sanitation services; yard waste and brown and white goods collected this month: 45
2. Crews collected yard waste, brown and white goods, dead animals along city right of ways.
3. Southern Disaster Recovery services collected and hauled away flood related materials from City right of ways.
4. Delivered roll out carts, stages and cones for special events and emergency assistance due to recent flooding and storm activities in the City.

## STREETS and GROUND MAINTENANCE

1. Number of work orders for sidewalks, pot holes repairs, street name signs, pavements and/or resurfacing repairs were completed this month: **25**
2. Ground Maintenance and Street crews completed maintenance of all city parks, welcome sign areas and right of ways. Fall planting has been completed in all City parks, departments and welcome sign areas.

Attachment: NOV.2015 (1964 : November 2015 Public Works Department Report)

Drawer 939
Georgetown, SC 29442

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

**MONTHLY REPORT (ID # 1962)**

Meeting: 12/17/15 05:30 PM
Department: Fleet Services
Category: Report
Prepared By: Glenn Dixon
Initiator: Glenn Dixon
Sponsors:
DOC ID: 1962

# November 2015 Fleet Services Report

# FLEET SERVICES DEPARTMENT

## NOVEMBER 2015 MONTHLY REPORT

- Repairs 73
- PM Services 13
- Tires repaired or replaced 33
- Services past due 26
- Diesel fuel 3,168
- Unleaded fuel 3,968

Attachment: Monthly Report (1962 : NOVEMBER 2015 Fleet Services Report)

Drawer 939
Georgetown, SC 29442

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

Meeting: 12/17/15 05:30 PM
Department: Electric
Category: Report
Prepared By: Alan Loveless
Initiator: Alan Loveless
Sponsors:
DOC ID: 1966

**MONTHLY REPORT (ID # 1966)**

# November 2015 Electric Uttility Department Report

**JACK M. SCOVILLE, JR.**
*Mayor*

**CHRIS CARTER**
*City Administrator*

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

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

December 7, 2015

Following is a brief summary of major activities in the Electric Utility Department for November 2015:

Retrofit of light fixtures on Front Street continues. Progress has been slow due to limited resources and other commitments. We will continue to devote as much as we can to this project in between our customer orders. The commercial area of Front St. is complete along with all of the parks and parking lots (Orange and Screven). There remain a handful of globes in this area that have not been replaced. New globes have been ordered and will be received soon..

We had another successful month operating our generators during Santee Cooper's peak hour in November. November's load patterns generally resemble those of October and other months that don't really fit the characteristics of summer days or winter days. By late December, we should be more closely resembled to a winter pattern, which is typically a little easier to predict.

The rain and flooding problems that had such a dramatic effect on much of the state did not do too much damage to the electric distribution system. We had a few scattered outages during the rain event and a little bit of follow-up work the following week. Costs have been summarized and submitted for potential FEMA reimbursement.

Work on this phase of the Five Points/Highmarket project is nearing completion. This includes plans for underground conduit to be placed around both intersections for electric lines. I am maintaining contact with the contractor and coordinating work with Water Utilities as needed. Most of the installation of electric conduit was completed during August, though a couple of short conduit runs still remain. The actual conversion of overhead utilities to underground utilities will be budgeted in the FY 16/17 CIP.

Our distribution line contractor, Sumter Utilities, has been approved to return in FY2015/16 for assistance in line upgrades. They started work in September with the replacement of some poles. We will soon put them in Willowbank to replace some poles and rebuild some of those lines to get rid of old fragile copper lines and make them more reliable. Work in Willowbank has been made impossible due to wet conditions. Until things dry out enough to get trucks to work areas, we will keep them working on pole replacements and line relocations.



Attachment: november15report (1966 : November 2015 Electric Utility Department Report)

Approval was also given for Ricky's Tree Service to return to our system to help us improve our electric line tree clearance. Ricky's started work the first week of August and has taken care of some hot spots before starting a systematic street-by-street clearance program, picking up where we stopped last year.

Final approval has been obtained from Santee Electric Cooperative for placement of 18 relays in Belle Isle for our AMI project. Sumter Utilities has installed these 18 relays and the gateways will be installed the first week of December, along with radio equipment to transmit data back to our existing network. Water Utilities is helping us with drilling holes in water meter lids so that we can install communication nodes on the meters. An encroachment permit has been requested from SCDOT for placement of the gateway that will be needed to transfer data from water meters back to our network. A gateway is also needed in South Island Plantation…..the POA is being contacted for this permission. Both of these permissions have been granted.

Conceptual design work has been performed to determine what work will need to be done to serve two new businesses. Capt. D's can be served from the front of the property after installing an overhead line across the street. A proposed Bojangle's will also be served by extending existing line two spans along Fraser Street in front of Tractor Supply. Some of this line work was completed in September.

Temporary service to the new Georgetown Kraft Credit Union has been completed. Plans for permanent service are still in development and will depend on the plans for the adjoining property. Meetings continue with developers to determine the best course of action for all involved, though the developer's plans are still not finalized. It is likely that the overhead line built for single-phase temporary service will have to be upgraded to three-phase in order to provide them with permanent service. As soon as the developer's plans come to fruition, we will then install underground facilities in the development and incorporate the credit union, allowing the removal of the overhead line.

Most of the Christmas decorations were installed during November, as well as the tree in Francis Marion Park. There remains a few decorations which will be completed in early December.

The first draft of the FY 16/17 Capital Improvements Plan was developed during November, culminating with a presentation to Administration on November 30th. After finalizing this plan with Admin, it will be ready for presentation to City Council.

Budget Document Performance Measures:

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

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

The November safety meeting was held on November 12th.

Other statistics of interest for October:



Attachment: november15report (1966 : November 2015 Electric Utility Department Report)

- Cut-on – regular 122
- Cut-off – regular 66
- Cut-off – non-pay 360
- Non-pay restores 292
- Re-read orders 191
- CNP finals 123
- Accidents – lost time 0
- Accidents – first aid/property damage 0
- PUPS locates 89
- Total orders worked 1166

Attachment: november15report (1966 : November 2015 Electric Utility Department Report)

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

**MONTHLY REPORT (ID # 1967)**

Meeting: 12/17/15 05:30 PM
Department: Water Utilities
Category: Report
Prepared By: Will Cook
Initiator: Will Cook
Sponsors:
DOC ID: 1967

# November 2015 Water Utilities Report

# NOVEMBER 2015 WATER UTILITIES REPORT

## Water Treatment Plant

- WTP Filtered Water Total 25.638 MG
- Average Daily Flow Finished Water 0.855 MGD
- King Well 7.489 MG
- Maryville Well 8.092 MG
- Staff still making adjustments for chemicals and plant speed after flood event.

## Wastewater Treatment Plant

- Influent Flow Total 199.121 MG
- Average Daily Influent Flow 6.637 MGD
- Effluent Flow Total 211.962 MG
- Average Daily Effluent Flow 7.065 MGD
- Rainfall Total 5.6 inches
- Contractor has installed some portions of the Headworks project.

## Water Distribution

- Completed 174 work orders
- Repaired 24 water leaks
- Replaced 9 water meters
- Completed 89 locates
- Crew installing meter box lids for automated system in Belle Isle.

## Wastewater Collection

- Completed 40 work orders
- Responded to 35 backups
- Routine line cleaning
- Completed 89 locates
- Completed Merriman Rd. sewer line installation. Paving planned to be completed in January.
- Crew completed repairs related to flood event.

Attachment: November 2015 Water Utilities Report (1967 : November 2015 Water Utilities Report)

**Maintenance**

- Completed 39 work orders
- Completed 20 work orders on pump stations throughout City
- Completed 3 work orders for the WTP
- Completed 6 work orders for the WWTP
- Crew completed repairs related to flood event.

**Stormwater**

- Completed 7 work orders associated with ditch cleaning/digging, cleaning drains, and repairing pipes
- Completed 89 locates
- Routine line cleaning
- Crew completed repairs related to flood event.

Attachment: November 2015 Water Utilities Report (1967 : November 2015 Water Utilities Report)

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

Meeting: 12/17/15 05:30 PM
Department: Housing and Community Development
Category: Report
Prepared By: Rick Martin
Initiator: Rick Martin
Sponsors:
DOC ID: 1963

**MONTHLY REPORT (ID # 1963)**

# November 2015 Housing & Community Development Report

**Housing & Community Development**
**Monthly Report**
**November 2015**

# Building Official

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

**Monthly Report:**

| | |
|---|---|
| Business License | 2 |
| Stop Work | 1 |
| Re-Inspection | 0 |
| Footings | 7 |
| Rough Inspections | 13 |
| Electrical | 6 |
| Mobile Home | 0 |
| On-site | 21 |
| Final | 1 |
| CO | 1 |
| CC | 2 |
| Plan Review & Sign | 2 |
| City Alarm System | 1 |
| **Total** | **56** |

Review Meetings/On-site visits
Safety inspections

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

Monthly Updates on Projects for March
Honorable Mayor & Council:

- Construction continues at the Georgetown Hospital, Howard Auditorium and Gym, GKCU, Hampton Inn, Tideland's on Highmarket Street, and Gentle Dentistry.
- Groucho's was issued a final and is now open
- Los Arrieros across from Hardee's has been issued a permit to begin construction.
- D'Angelo's and Groucho's Restaurant on Front Street is under renovations
- We currently have three single family homes under construction; one has received a C/O to occupy
- Our office is currently working with five businesses that we are waiting for permits to be completed and submitted.
- The contractor is finishing the asbestos abatement on the commercial property located at the corner of Screven and Church Street.
- Janet is extremely busy with overgrown lots, helping with signage and ARB
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park.

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

- Matt is working with all departments as well as Planning and Zoning as well as beginning to work with the Planning Commission on the Land Use Element primarily with the Hi District.
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as the Board Secretary, scheduling inspections and meetings for the office
- We have received the preliminary flood maps and looks to add a little over 300 new properties in the flood zones.
- Our staff also participated in Career day at Georgetown Middle and High School as well as at Kensington. Debra, Janet, Cindy, and Matt have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

Thanks Again,

Rick Martin

## Code Enforcement

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

| | |
|---|---|
| Total Letters Issued for Overgrown Lots | 18 |
| Total Letters Issued for Neglect of Structures | 0 |
| Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/ Electronic Devices | 0 |
| Total Letter Issued for Vision Clearance | 0 |
| Total Work Orders Sent to Streets and Sanitation | 1 |
| Total Letters Sent for Dilapidated Structures | 0 |
| Total Letters sent for Sign Violations | 0 |
| Total Referrals for Water and Sewer | 0 |
| Total Citations Issued for Overgrown Lots | 0 |
| Total Citations Issued for Trash Violations | 0 |
| Total Citations Issued for Business Licenses | 2 |
| Total Citations Issued for Dilapidated Structures | 0 |
| Total Citations Issued for Hospitality Taxes | 0 |
| Total Violations Issued for Signage | 2 |

Total Demolitions

| | |
|---|---|
| Total Dilapidated Structures Removed | 0 |

Permits

| | |
|---|---|
| Total Letters Issued for Encroachments | 0 |
| Total Citations Issued for Encroachments | 0 |

Complaints

| | |
|---|---|
| Total Complaints | 5 |
| Total referrals to Electric-Tree Crew | 0 |

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

# Administrative Assistant II

**Board & Commissions:**

**ARB:**

1. 612 Highmarket St. is requesting approvals for alterations
2. 529 Prince St. is requesting approvals to install gutters.
3. 315 Prince St. is requesting approvals to install a fence.

**ARB (On-Site):**

**None**

**BZA:**

**None**

**Planning Commission:**

1. City of Georgetown to discuss updates for the Comprehensive Plan/Land Use

**CAB (Community Appearance Board):**

**None**

**CBA (Construction Board of Appeals):**

**None**

**TRC:**

**None**

**FOIA:**

1. #629
2. #634

**Permit Valuation Report:**

| | |
|---|---|
| Commercial Addition | 0 |
| Commercial Alteration | 2 |
| Commercial Electric | 2 |
| Commercial Gas | 0 |
| Commercial Mechanical | 2 |
| Commercial New Build | 0 |
| Commercial Plumbing | 0 |
| Commercial Roofing | 2 |
| Demolition | 0 |
| Mobile Home | 0 |
| Residential Addition | 0 |
| Residential Alteration | 10 |
| Residential Electrical | 2 |
| Residential Gas | 1 |
| Residential Mechanical | 5 |
| Residential New Build | 0 |
| Residential Plumbing | 0 |
| Residential Roofing | 3 |
| **Total** | **29** |

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

**Administrative Assistant's Daily Duties:**

- Daily operation of the front desk
- Transcribing minutes for the Board(s) meetings
- Daily scheduling of inspections
- Preparing timesheets
- Put the packets together for Board meetings
- Gather FEMA information and submit to Ms. Susan Prescott
- Organize ARB training luncheon

## Community Planner/GIS Technician

- Did some studying for the American Planning Association (APA) AICP exam. When down to Charleston to take exam but came up a little short.
- Working with the Grimes on their Richmond Place Planned Development and trying to get them to Planning Commission for a major change to their PD. We have had public outcry from residents in Country Club so Grimes has decided to defer the agenda item, talk it over with them first, and then go back to the PC for a recommendation.
- Added a couple procurement bids to the website for Bonnie. One on Asphalt Paving and one on Broad Street Revitalization.
- Meeting with Bob Sizemore, Chris Moore, and Tom Britton from WRCOG to discuss early stages of how we are going to update the 2011 Comprehensive Plan. We have put together a committee to start the review of the Land Use Element and plan on having a December and January meeting on this.
- Completed all three of the quarterly MASC online training videos.
- Had wellness day and blood work done.
- Off for Veteran's Day and two for Thanksgiving.
- Plat approvals for 922 Highmarket St & 703 Morrison St.
- Received new Preliminary Flood Insurance Rate Maps (FIRM's) from FEMA. I then georeferenced these maps into GIS so I could make a city flood map in PDF and post to the website for everyone to view. We have about 320 parcels going from outside the Special Flood Hazard Area (SFHA) to inside, and 150 parcels moving from inside the SFHA to outside in an X zone. I will be happy to explain this if need be. We need to send all these parcel owners a letter describing this.
- Put together an agenda and the packets for the December BZA meeting with two agenda items. One on Bojangles' and one at 121 Broad St for a garage.
- **Sign Permits:** Groucho's Deli & Domino's.
- **Temporary Sign Permits:** Singing Christmas Tree & Veteran's Wreath Service
- Review and finalize board calendars for 2016 meeting dates with Debra Grant.
- Had a number for zoning compliance letters and FIOA request come through on the 1310 N. Fraser Street area (Wal-Mart).
- Phone calls, walk ins, email requests, enter permits, etc. as always.

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

# Keep Georgetown Beautiful

Grant Summary Report for Palmetto Pride

Historic District Homeowners Association Meeting

Kensington Career Day

Yard of Excellence presentation

Met with High School Construction teacher about making planters

National Honor Society students cleaned some of the Historical Markers to earn community service hours

Arranged for luncheon on Lawn of Kaminski House for Clemson and College of Charleston History students and faculty visiting Georgetown

Worked on preparing the Detention Pond for the upcoming landscaping

Ordered soil and plants for the landscape project

Arranged for help to spread the soil

Helped to coordinate Litter Pick for SOS students at Georgetown High School

Loaned supplies to other groups doing pick ups

Assessing sign needs for Parks

Various other tasks and duties

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

FRIENDS OF THE KAMINSKI HOUSE REPORT – November 2015

We had visitors from 22 different states and 3 foreign countries (Australia, Canada, and Germany) in November. Overall, our total visitation numbers are up about 14% year-to-date.

On November 8th the museum staff and volunteers hosted Becky Billingsley, local author and food historian, for a talk on local cusine.

On November 9th, we opened *A Very Fashionable Christmas*, a designer showcase of holiday decorations in every room of the Kaminski House. Eleven local designers and members of the Friends of the Kaminski House board have decorated the house and lawn in festive holiday décor. Visitors can see the decorations while on regular tours of the house, or by attending one of our special Thursday evening candlelight open houses.

In November the Friends of the Kaminski House hosted a special candlelight open house in partnership with Coastal Carolina University for museum members and friends of CCU. The Friends of the Kaminski House also hosted a candlelight open house for participants of the Miss Ruby's Kids Kitchen Tour.

The evening candlelight tours will continue into December and members of the public are welcome to join us from 5-7 PM on Thursday, December 3, 10, or 17.

The Kaminski House Side Garden Landscape Project advertised for bids in October and Waccamaw Landscaping was announced as the winning bidder on November 20th.

Robin Gabriel

Executive Director

Attachment: November Monthly Report 2015 (1963 : H&CD November Monthly Report)

**Georgetown City Council**
120 North Fraser Street
Georgetown, SC 29442

**SCHEDULED**

Meeting: 12/17/15 05:30 PM
Department: Finance
Category: Report
Prepared By: Debra Bivens
Initiator: Debra Bivens
Sponsors:
DOC ID: 1972

**MONTHLY REPORT (ID # 1972)**

# November 2015 Finance and IT Departments Report

# November 2015 Finance and IT Departments Report

## Statistics:

New Business Licenses Issued: Atlantic Appraisal Services LLC, Beach Towing, Bush Realty, Georgetown Deli LLC, Michelle McBride, Moore Insurance, Vehiclean.

## Projects Progress:

Year End Audit: The auditors have completed their field work and financial statement preparation is well underway. The audit is scheduled to be completed by December 22nd.

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

City Banking Services: Review of RFP for Banking Services is complete and a recommendation to remain with Wells Fargo Bank is being presented to Council for approval.

Revenue Bond: Closing on the Bonds took place on November 23rd. The refunding allowed the City to layer in the new money with little to no impact on their current debt service payment levels. The combined rate with respect to the refunding portion was 1.80%. The combined rate for the entire deal was 2.56%.

Purchasing: The following is a list of projects that purchasing is working on or toward bidding out:

- Fire Station #2
- Harborwalk Fire Protection
- Duke and Lynch Street Drainage Project/ CDBG Grant
- Broad Street Signage Phase II

**Attached are the Budget Performance Reports for November 2015.**



Attachment: November 2015 Finance & IT Report (1972 : November 2015 Finance and IT Departments Report)

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

| G/L Date | Gov Deal # | Asset # | Dept | Description | Amount | Sales Tax | Total Proceeds | GovDeals Fee | Notations |
|---|---|---|---|---|---|---|---|---|---|
| | | - | | No Activity | - | - | - | - | |
| | | | | **Total July** | - | - | - | - | |
| - | 451 | No bids | Finance | 2 Office Desk Chairs | - | - | - | - | N/A |
| - | 452 | No bids | Finance | Laptop Bag | - | - | - | - | N/A |
| - | 453 | No bids | Finance | Plastic Binding Combs | - | - | - | - | N/A |
| - | 454 | No bids | Finance | Server Strips (Qty. 8) | - | - | - | - | N/A |
| - | 455 | No bids | Finance | Analog Telephone Adapter | - | - | - | - | N/A |
| | | | | **Total August** | **-** | **-** | **-** | **-** | |
| | 457 | No bids | Finance | Server Strips | **-** | **-** | **-** | **-** | N/A |
| | | | | **Total September** | **-** | **-** | **-** | **-** | |
| 10/19/15 | 456 | - | Finance | Motorola Android Phone | 20.00 | 1.40 | 21.40 | 2.50 | Michel Bayiha; Rec# 2016-17209 |
| 10/19/15 | 458 | - | Finance | Mortorola Anndroid Phone | 20.00 | 1.40 | 21.40 | 2.50 | Michel Bayiha; Rec# 2016-17210 |
| 10/19/15 | 459 | - | Finance | Iphones (Qty 6) | 250.00 | 17.50 | 267.50 | 18.75 | Mama Mouncherou; Rec# 2016-15938 |
| - | 460 | No bids | Finance | Wireless Card ((Qty 9) | - | - | - | - | N/A |
| - | 461 | No bids | Finance | Sprint USB | - | - | - | - | N/A |
| 10/09/15 | 462 | - | Finance | HTC Android Phone | 20.00 | 1.40 | 21.40 | 2.50 | Michel Bayiha; Rec# 2016-17208 |
| - | 464 | No bids | Wastewater | Corning Glass Tuber 10mm x 48" | - | - | - | - | N/A |
| - | 466 | No bids | Finance | Toner Cartridge | - | - | - | - | N/A |
| - | 467 | No bids | Finance | Ink Cartridge (Qty 2) | - | - | - | - | N/A |
| | | | | **Total October** | **310.00** | **21.70** | **331.70** | **26.25** | |
| 11/12/15 | 463 | - | Wastewater | Mega Pure One Liter (Lab Equipment) | 50.00 | 3.50 | 53.50 | 3.75 | Michael Connolly; Rec# 2016-0945 |
| 11/03/15 | 465 | - | Wastewater | Fish Aquarium 48" x 12 1/2" x 21" (50 gal) | 5.00 | 0.35 | 5.35 | 2.50 | Myles Chasseareau; Rec# 2016-9582 |
| | | | | **Total November** | **55.00** | **3.85** | **58.85** | **6.25** | |
| | | | | | - | - | - | - | |
| | | | | **Total December** | **-** | **-** | **-** | **-** | |
| | | | | | - | - | - | - | |
| | | | | **Total January** | **-** | **-** | **-** | **-** | |
| | | | | | - | - | - | - | |
| | | | | **Total February** | **-** | **-** | **-** | **-** | |
| | | | | | - | - | - | - | |
| | | | | **Total March** | - | - | - | - | |
| | | | | | - | - | - | - | |
| | | | | **Total April** | **-** | **-** | **-** | **-** | |
| | | | | | - | - | - | - | |
| | | | | **Total May** | - | - | - | - | |
| | | | | | - | - | - | - | |
| | | | | **Total June** | - | - | - | - | |
| | | | | | | | | | |
| | | | | **TOTAL PER G/L** | **365.00** | **25.55** | **390.55** | **32.50** | |

Attachment: GovDeals-Monthly Rpts FY 15.16 (1972 : November 2015 Finance and IT Departments

**CITY OF GEORGETOWN**
**FY 2015/2016 GRANTS**
**November 30, 2015**

| Ref | Grantor | Program | Award Amount | Match Amount | Expenditures | Balance | Award # | Status |
|---|---|---|---|---|---|---|---|---|
| **FEDERAL GRANTS** | | | | | | | | |
| 1 | US Department of Agriculture | Rural Business Enterprise Grant | 44,000.00 | - | 13,671.00 | 30,329.00 | 00-01 | |
| 2 | Bureau of Justice Assistance | Bullet Proof Vest Grant 2014 Regular Solicitation | 1,814.17 | - | 1,814.17 | - | - | Closed |
| 3 | Bureau of Justice Assistance | Bullet Proof Vest Grant 2015 Regular Solicitation | 1,896.68 | - | - | 1,896.68 | - | |
| 4 | SC Department of Commerce | Highmarket & Duke Drainage Improvements (CDBG) | 1,000,000.00 | 698,262.00 | - | 1,698,262.00 | CDBG #4-CI-15-012 | |
| **STATE GRANTS** | | | | | | | | |
| **OTHER GRANTS** | | | | | | | | |
| 5 | International Paper Company | Outdoor Classroom at Morgan Park | 15,000.00 | - | 900.00 | 14,100.00 | - | |
| 6 | Palmetto Pride | Keep South Carolina Beautiful 2015 | 8,000.00 | - | 8,000.00 | - | - | Closed |
| 7 | Frances P. Bunnelle Foundation | A) 2015 Student Leadership Retreat-Police Department | 4,489.57 | - | 4,489.57 | - | - | Closed |
| | | B) 2015 Camp GPD Blue Program-Police Department | 1,510.43 | | 1,510.43 | - | - | Closed |
| | | **TOTAL** | **1,076,710.85** | **698,262.00** | **30,385.17** | **1,744,587.68** | | |

Attachment: Grants-Monthly Rpts FY15.16 (1972 : November 2015 Finance and IT Departments Report)

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Property Taxes* | | | | | | | | | | |
| 311.001 | Property Taxes - Real | 2,974,000.00 | .00 | 2,974,000.00 | 36,013.06 | .00 | 66,595.57 | 2,907,404.43 | 2 | 2,768,64 |
| 311.003 | Property Taxes - Vehicles | 260,000.00 | .00 | 260,000.00 | 16,484.97 | .00 | 99,613.21 | 160,386.79 | 38 | 277,36 |
| 311.005 | Prop Tax-Penalties & Cost | 31,000.00 | .00 | 31,000.00 | .00 | .00 | .00 | 31,000.00 | 0 | 33,61 |
| | *Property Taxes Totals* | $3,265,000.00 | $0.00 | $3,265,000.00 | $52,498.03 | $0.00 | $166,208.78 | $3,098,791.22 | 5% | $3,079,62 |
| *State Shared* | | | | | | | | | | |
| 311.004 | Inventory Tax | 132,978.00 | .00 | 132,978.00 | .00 | .00 | 33,244.53 | 99,733.47 | 25 | 132,97 |
| 311.006 | Homestead Exemption Tax | 120,000.00 | .00 | 120,000.00 | .00 | .00 | .00 | 120,000.00 | 0 | 115,68 |
| 311.007 | Manufacturer's Tax Reduce | 14,500.00 | .00 | 14,500.00 | .00 | .00 | .00 | 14,500.00 | 0 | 14,57 |
| 311.008 | Motor Carrier Lieu of Tax | 5,000.00 | .00 | 5,000.00 | 2,763.70 | .00 | 3,255.23 | 1,744.77 | 65 | 5,20 |
| 335.001 | Local Government Fund | 175,000.00 | .00 | 175,000.00 | 58,132.52 | .00 | 58,132.52 | 116,867.48 | 33 | 200,57 |
| 351.007 | Sunday Liquor Sales | 15,000.00 | .00 | 15,000.00 | .00 | .00 | 4,300.00 | 10,700.00 | 29 | 17,45 |
| | *State Shared Totals* | $462,478.00 | $0.00 | $462,478.00 | $60,896.22 | $0.00 | $98,932.28 | $363,545.72 | 21% | $486,46 |
| *Licenses and Permits* | | | | | | | | | | |
| 321.001 | Business Licenses | 2,351,000.00 | .00 | 2,351,000.00 | 2,648.25 | .00 | 81,503.67 | 2,269,496.33 | 3 | 2,661,80 |
| 321.002 | Business Lic - Penalites | 13,000.00 | .00 | 13,000.00 | 326.70 | .00 | 3,752.35 | 9,247.65 | 29 | 11,83 |
| 322.001 | Cable TV Franchise | 52,000.00 | .00 | 52,000.00 | .00 | .00 | 24,970.95 | 27,029.05 | 48 | 97,79 |
| 322.002 | S.C. Electric & Gas Co. | 42,000.00 | .00 | 42,000.00 | .00 | .00 | .00 | 42,000.00 | 0 | 49,76 |
| 323.001 | Electrical Permits | 4,000.00 | .00 | 4,000.00 | 169.00 | .00 | 1,807.00 | 2,193.00 | 45 | 3,89 |
| 323.002 | Plumbing Permits | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 120.00 | 1,880.00 | 6 | 1,25 |
| 323.003 | Gas Permits | 1,000.00 | .00 | 1,000.00 | 114.00 | .00 | 336.00 | 664.00 | 34 | 83 |
| 323.004 | Building Permits | 68,400.00 | .00 | 68,400.00 | 1,834.00 | .00 | 35,578.00 | 32,822.00 | 52 | 79,07 |
| 323.005 | Yard Sale Permits | 185.00 | .00 | 185.00 | 12.00 | .00 | 36.00 | 149.00 | 19 | 10 |
| 323.006 | Mobile Home Permits | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 30 |
| 323.007 | Demolition & Clearance | 1,500.00 | .00 | 1,500.00 | 150.00 | .00 | 450.00 | 1,050.00 | 30 | 1,95 |
| 323.008 | Mechanical Permits | 7,000.00 | .00 | 7,000.00 | 435.00 | .00 | 3,145.00 | 3,855.00 | 45 | 7,44 |
| 323.010 | Bus Lic Inspection Fee | 1,200.00 | .00 | 1,200.00 | 50.00 | .00 | 350.00 | 850.00 | 29 | 1,45 |
| 323.014 | Construct Parking Permit | 50.00 | .00 | 50.00 | .00 | .00 | 30.00 | 20.00 | 60 | 7 |
| 323.015 | Reinspection Fee | 500.00 | .00 | 500.00 | 75.00 | .00 | 75.00 | 425.00 | 15 | 42 |
| 323.018 | Moving Permit | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 10 |
| 323.019 | Stop Work Order Fee | 200.00 | .00 | 200.00 | .00 | .00 | 282.00 | (82.00) | 141 | 18 |
| 323.020 | Board of Appeals Fee | 500.00 | .00 | 500.00 | .00 | .00 | 300.00 | 200.00 | 60 | |
| 323.021 | Zoning Fees | 1,500.00 | .00 | 1,500.00 | 300.00 | .00 | 350.00 | 1,150.00 | 23 | 1,67 |
| 323.022 | Plan Review Fee | 27,000.00 | .00 | 27,000.00 | .00 | .00 | 7,401.00 | 19,599.00 | 27 | 29,17 |
| 323.023 | Sign Permit Fee | 4,500.00 | .00 | 4,500.00 | 134.00 | .00 | 1,862.00 | 2,638.00 | 41 | 5,11 |
| 323.024 | Planning Commission Fees | 200.00 | .00 | 200.00 | .00 | .00 | 150.00 | 50.00 | 75 | |
| 323.025 | ARB Fees | 800.00 | .00 | 800.00 | 120.00 | .00 | 540.00 | 260.00 | 68 | 82 |
| 323.026 | Plat Approval Fees | 300.00 | .00 | 300.00 | 60.00 | .00 | 160.00 | 140.00 | 53 | 22 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Licenses and Permits* | | | | | | | | | | |
| 323.027 | Special Events Permit | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 150.00 | 850.00 | 15 | 95 |
| 323.028 | Miscellaneous permits | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 1,05 |
| 364.000 | Housing Authority FILOT | 31,000.00 | .00 | 31,000.00 | .00 | .00 | .00 | 31,000.00 | 0 | 31,36 |
| | *Licenses and Permits Totals* | $2,611,535.00 | $0.00 | $2,611,535.00 | $6,427.95 | $0.00 | $163,348.97 | $2,448,186.03 | 6% | $2,988,66 |
| *Impact Fees* | | | | | | | | | | |
| 324.008 | Fire Impact Fee | 65,000.00 | .00 | 65,000.00 | .00 | .00 | 15,143.80 | 49,856.20 | 23 | 66,55 |
| | *Impact Fees Totals* | $65,000.00 | $0.00 | $65,000.00 | $0.00 | $0.00 | $15,143.80 | $49,856.20 | 23% | $66,55 |
| *Local Grants* | | | | | | | | | | |
| 332.008 | Other Local Grants | 7,000.00 | .00 | 7,000.00 | .00 | .00 | .00 | 7,000.00 | 0 | 10,63 |
| | *Local Grants Totals* | $7,000.00 | $0.00 | $7,000.00 | $0.00 | $0.00 | $0.00 | $7,000.00 | 0% | $10,63 |
| *Federal Grants* | | | | | | | | | | |
| 335.004 | Fema Recovery | .00 | .00 | .00 | 17,093.99 | .00 | 17,093.99 | (17,093.99) | +++ | 36,37 |
| | *Federal Grants Totals* | $0.00 | $0.00 | $0.00 | $17,093.99 | $0.00 | $17,093.99 | ($17,093.99) | +++ | $36,37 |
| *Charges for Services* | | | | | | | | | | |
| 344.005 | SRO Reimbursement | 65,000.00 | .00 | 65,000.00 | .00 | .00 | .00 | 65,000.00 | 0 | 65,87 |
| 351.010 | Misc Police Revenue | 1,500.00 | .00 | 1,500.00 | 82.00 | .00 | 855.00 | 645.00 | 57 | 1,76 |
| 363.001 | Fees for GIS/B&P Documents | .00 | .00 | .00 | 10.00 | .00 | 10.00 | (10.00) | +++ | |
| 363.005 | FOIA Fees | 750.00 | .00 | 750.00 | 37.00 | .00 | 361.75 | 388.25 | 48 | 82 |
| | *Charges for Services Totals* | $67,250.00 | $0.00 | $67,250.00 | $129.00 | $0.00 | $1,226.75 | $66,023.25 | 2% | $68,46 |
| *Fines and Forfeitures* | | | | | | | | | | |
| 351.001 | Police Fines | 180,000.00 | .00 | 180,000.00 | (6,290.71) | .00 | 58,051.63 | 121,948.37 | 32 | 184,30 |
| 351.003 | Parking Fines | 4,000.00 | .00 | 4,000.00 | 30.00 | .00 | 6,167.40 | (2,167.40) | 154 | 4,02 |
| 351.005 | Safe Street Fees | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | 10 |
| 351.008 | Victim's Asst. Fees-(%) | 15,000.00 | .00 | 15,000.00 | 1,151.00 | .00 | 7,600.00 | 7,400.00 | 51 | 20,23 |
| 351.009 | Victim's Asst. Flat Fees | 7,000.00 | .00 | 7,000.00 | 474.61 | .00 | 2,535.32 | 4,464.68 | 36 | 7,61 |
| 351.012 | Traffic Education Program Fees | 1,300.00 | .00 | 1,300.00 | 140.00 | .00 | 420.00 | 880.00 | 32 | 1,40 |
| | *Fines and Forfeitures Totals* | $207,450.00 | $0.00 | $207,450.00 | ($4,495.10) | $0.00 | $74,774.35 | $132,675.65 | 36% | $217,67 |
| *Investment Earnings* | | | | | | | | | | |
| 361.001 | Investment Earnings | 14,000.00 | .00 | 14,000.00 | .00 | .00 | 6,997.01 | 7,002.99 | 50 | 15,10 |
| 361.002 | Invest Earnings-Restrict | .00 | .00 | .00 | .00 | .00 | (50,000.00) | 50,000.00 | +++ | |
| | *Investment Earnings Totals* | $14,000.00 | $0.00 | $14,000.00 | $0.00 | $0.00 | ($43,002.99) | $57,002.99 | -307% | $15,10 |
| *Miscellaneous* | | | | | | | | | | |
| 362.000 | Rents and Royalties | 25,000.00 | .00 | 25,000.00 | .00 | .00 | 4,407.15 | 20,592.85 | 18 | 24,97 |
| 364.001 | Steel Mill FILOT | 31,000.00 | .00 | 31,000.00 | .00 | .00 | .00 | 31,000.00 | 0 | 30,94 |
| 368.000 | Work Comp Reimbursement | 4,000.00 | .00 | 4,000.00 | .00 | .00 | .00 | 4,000.00 | 0 | 7,29 |
| 369.000 | Cash Over & Short | .00 | .00 | .00 | .00 | .00 | (66.24) | 66.24 | +++ | (218 |
| 369.002 | Miscellaneous Revenue | 3,000.00 | .00 | 3,000.00 | 390.00 | .00 | 1,700.14 | 1,299.86 | 57 | 11,93 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Miscellaneous* | | | | | | | | | | |
| 369.003 | Insurance Proceeds | 3,448,000.00 | .00 | 3,448,000.00 | 3,855.40 | .00 | 18,736.04 | 3,429,263.96 | 1 | 57,58 |
| 369.005 | Set-off Debt Collection Fees | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 957.17 | 542.83 | 64 | 2,32 |
| 369.013 | Returned Check Fees | 5,000.00 | .00 | 5,000.00 | 270.00 | .00 | 2,100.00 | 2,900.00 | 42 | 5,59 |
| | *Miscellaneous Totals* | $3,517,500.00 | $0.00 | $3,517,500.00 | $4,515.40 | $0.00 | $27,834.26 | $3,489,665.74 | 1% | $140,43 |
| *Sale of Assets* | | | | | | | | | | |
| 391.001 | Sale of Assets | 5,000.00 | .00 | 5,000.00 | (20.00) | .00 | 290.00 | 4,710.00 | 6 | 3,30 |
| | *Sale of Assets Totals* | $5,000.00 | $0.00 | $5,000.00 | ($20.00) | $0.00 | $290.00 | $4,710.00 | 6% | $3,30 |
| *Operating Transfers In* | | | | | | | | | | |
| 392.001 | From Electric Fund | 1,400,000.00 | .00 | 1,400,000.00 | .00 | .00 | .00 | 1,400,000.00 | 0 | 1,400,00 |
| 392.003 | From Accom Tax Fund | 25,000.00 | .00 | 25,000.00 | .00 | .00 | 25,435.48 | (435.48) | 102 | 29,78 |
| 392.009 | From Hospitality Fund | 108,000.00 | .00 | 108,000.00 | .00 | .00 | .00 | 108,000.00 | 0 | 108,00 |
| 394.002 | Transfer from fund balance | 43,075.00 | .00 | 43,075.00 | .00 | .00 | .00 | 43,075.00 | 0 | |
| | *Operating Transfers In Totals* | $1,576,075.00 | $0.00 | $1,576,075.00 | $0.00 | $0.00 | $25,435.48 | $1,550,639.52 | 2% | $1,537,78 |
| *Financing Proceeds* | | | | | | | | | | |
| 393.003 | GO Bond Proceeds | 1,500,000.00 | .00 | 1,500,000.00 | .00 | .00 | .00 | 1,500,000.00 | 0 | |
| | *Financing Proceeds Totals* | $1,500,000.00 | $0.00 | $1,500,000.00 | $0.00 | $0.00 | $0.00 | $1,500,000.00 | 0% | $0 |
| | Department **00 - Revenue** Totals | $13,298,288.00 | $0.00 | $13,298,288.00 | $137,045.49 | $0.00 | $547,285.67 | $12,751,002.33 | 4% | $8,651,08 |
| | REVENUE TOTALS | $13,298,288.00 | $0.00 | $13,298,288.00 | $137,045.49 | $0.00 | $547,285.67 | $12,751,002.33 | 4% | $8,651,08 |
| EXPENSE | | | | | | | | | | |
| Department **01 - Administration** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 325,900.00 | .00 | 325,900.00 | 27,125.93 | .00 | 135,863.27 | 190,036.73 | 42 | 312,77 |
| 401.103 | Overtime | 5,000.00 | .00 | 5,000.00 | 685.70 | .00 | 2,867.91 | 2,132.09 | 57 | 6,01 |
| 405.114 | FICA | 23,865.00 | .00 | 23,865.00 | 2,024.97 | .00 | 10,115.61 | 13,749.39 | 42 | 23,70 |
| 406.116 | Retirement | 34,925.00 | .00 | 34,925.00 | 2,868.30 | .00 | 14,980.17 | 19,944.83 | 43 | 35,07 |
| 408.125 | SCMIT Worker's Comp Ins. | 2,400.00 | .00 | 2,400.00 | .00 | .00 | 1,233.95 | 1,166.05 | 51 | 1,78 |
| 410.001 | Health Claims Cost | 35,188.00 | .00 | 35,188.00 | 2,482.98 | .00 | 12,988.39 | 22,199.61 | 37 | 42,40 |
| 410.002 | Health Claim Costs-Retire | .00 | .00 | .00 | .00 | .00 | (31.51) | 31.51 | +++ | 27 |
| | *Personal Services Totals* | $427,278.00 | $0.00 | $427,278.00 | $35,187.88 | $0.00 | $178,017.79 | $249,260.21 | 42% | $422,03 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 5,000.00 | .00 | 5,000.00 | 170.78 | .00 | 1,783.16 | 3,216.84 | 36 | 4,49 |
| 500.102 | Equipment | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 237.56 | 1,762.44 | 12 | 2,03 |
| 500.103 | Furniture | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 4,63 |
| 510.106 | Cleaning & Sanitation Sup | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 81 |
| | *Supplies Totals* | $10,000.00 | $0.00 | $10,000.00 | $170.78 | $0.00 | $2,020.72 | $7,979.28 | 20% | $11,98 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 5,050.00 | .00 | 5,050.00 | 140.44 | .00 | 2,094.94 | 2,955.06 | 41 | 5,76 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **01 - Administration** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 610.112 | Postage | 450.00 | .00 | 450.00 | 65.92 | .00 | 254.67 | 195.33 | 57 | 51( |
| 610.1110 | Communications- Wireless | 3,800.00 | .00 | 3,800.00 | 770.13 | .00 | 1,398.56 | 2,401.44 | 37 | 2,23 |
| 620.114 | Advertising | 800.00 | .00 | 800.00 | .00 | .00 | 146.25 | 653.75 | 18 | 15( |
| 640.124 | Travel Expense | 7,500.00 | .00 | 7,500.00 | 261.28 | .00 | 2,251.13 | 5,248.87 | 30 | 3,38 |
| 650.127 | Electricity | 10,916.00 | .00 | 10,916.00 | .00 | .00 | 2,844.57 | 8,071.43 | 26 | 9,98 |
| 650.128 | Water | 1,362.00 | .00 | 1,362.00 | .00 | .00 | 479.66 | 882.34 | 35 | 1,18 |
| 650.129 | Wastewater | 1,789.00 | .00 | 1,789.00 | .00 | .00 | 629.73 | 1,159.27 | 35 | 1,56 |
| 650.130 | Sanitation | 636.00 | .00 | 636.00 | .00 | .00 | 207.96 | 428.04 | 33 | 62 |
| 650.133 | Stormwater | 422.00 | .00 | 422.00 | .00 | .00 | 137.96 | 284.04 | 33 | 41 |
| 650.134 | Security Lights | 1,928.00 | .00 | 1,928.00 | .00 | .00 | 630.00 | 1,298.00 | 33 | 1,89 |
| 650.1271 | Electricity- Sales Tax | 365.00 | .00 | 365.00 | .00 | .00 | 118.75 | 246.25 | 33 | 33 |
| 660.139 | Fleet Services Materials | 500.00 | .00 | 500.00 | .00 | .00 | 118.46 | 381.54 | 24 | 42 |
| 660.145 | Gasoline & Oil | 1,361.00 | .00 | 1,361.00 | 54.17 | .00 | 370.20 | 990.80 | 27 | 1,26 |
| 660.1391 | Fleet Services Labor | 665.00 | .00 | 665.00 | .00 | .00 | 110.00 | 555.00 | 17 | 20 |
| 670.156 | Equipment Rental/Lease | 7,000.00 | .00 | 7,000.00 | 565.27 | .00 | 2,477.52 | 4,522.48 | 35 | 5,66 |
| 685.180 | Membership Dues and Fees | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 1,015.00 | 1,485.00 | 41 | 1,80 |
| 685.182 | Other Operating Expenses | 1,200.00 | .00 | 1,200.00 | 10.65 | .00 | 495.40 | 704.60 | 41 | 62 |
| 685.186 | Training | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 185.00 | 1,815.00 | 9 | 50 |
| 685.1801 | Subscriptions | 300.00 | .00 | 300.00 | .00 | .00 | 39.00 | 261.00 | 13 | |
| 686.187 | Professional Services | .00 | .00 | .00 | 43.52 | .00 | 43.52 | (43.52) | +++ | |
| 686.189 | Employee Medical | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 19 |
| 686.195 | Repair/Maint Svc Contract | 800.00 | .00 | 800.00 | 61.00 | .00 | 393.20 | 406.80 | 49 | 1,03 |
| 686.1895 | Employee wellness services | 1,224.00 | .00 | 1,224.00 | 98.98 | .00 | 385.05 | 838.95 | 31 | 1,32 |
| | *Other Services & Charges Totals* | $52,768.00 | $0.00 | $52,768.00 | $2,071.36 | $0.00 | $16,826.53 | $35,941.47 | 32% | $41,11 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 15,000.00 | .00 | 15,000.00 | 1,143.10 | .00 | 5,287.07 | 9,712.93 | 35 | 26,22 |
| 795.995 | GF Cost Distribution | (215,000.00) | .00 | (215,000.00) | .00 | .00 | .00 | (215,000.00) | 0 | (203,904 |
| | *Other Objects Totals* | ($200,000.00) | $0.00 | ($200,000.00) | $1,143.10 | $0.00 | $5,287.07 | ($205,287.07) | -3% | ($177,677 |
| *Capital Outlay* | | | | | | | | | | |
| 900.3000 | Buildings & Improvements | 3,438,000.00 | .00 | 3,438,000.00 | .00 | .00 | .00 | 3,438,000.00 | 0 | |
| | *Capital Outlay Totals* | $3,438,000.00 | $0.00 | $3,438,000.00 | $0.00 | $0.00 | $0.00 | $3,438,000.00 | 0% | $( |
| Sub Department **02 - Mayor and Council** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 95,000.00 | .00 | 95,000.00 | 11,365.63 | .00 | 47,885.93 | 47,114.07 | 50 | 91,90 |
| 405.114 | FICA | 6,175.00 | .00 | 6,175.00 | 766.97 | .00 | 3,088.11 | 3,086.89 | 50 | 9,69 |
| 406.116 | Retirement | 9,100.00 | .00 | 9,100.00 | 814.64 | .00 | 4,241.42 | 4,858.58 | 47 | 9,39 |
| 410.001 | Health Claims Cost | 65,228.00 | .00 | 65,228.00 | 3,032.70 | .00 | 15,220.11 | 50,007.89 | 23 | 75,15 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **01 - Administration** | | | | | | | | | | |
| Sub Department **02 - Mayor and Council** | | | | | | | | | | |
| | *Personal Services Totals* | $175,503.00 | $0.00 | $175,503.00 | $15,979.94 | $0.00 | $70,435.57 | $105,067.43 | 40% | $186,15( |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 200.24 | 799.76 | 20 | 2,69 |
| 500.102 | Equipment | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 1,03 |
| 500.105 | Printing and Binding | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| | *Supplies Totals* | $2,500.00 | $0.00 | $2,500.00 | $0.00 | $0.00 | $200.24 | $2,299.76 | 8% | $3,73( |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 800.00 | .00 | 800.00 | 46.81 | .00 | 235.42 | 564.58 | 29 | 81( |
| 610.112 | Postage | 110.00 | .00 | 110.00 | .00 | .00 | 6.31 | 103.69 | 6 | 2 |
| 610.1110 | Communications- Wireless | 3,500.00 | .00 | 3,500.00 | 290.81 | .00 | 948.45 | 2,551.55 | 27 | 4,15 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | 52.00 | .00 | 104.00 | 396.00 | 21 | 66 |
| 640.124 | Travel Expense | 14,500.00 | .00 | 14,500.00 | .00 | .00 | (721.96) | 15,221.96 | -5 | 11,34 |
| 670.156 | Equipment Rental/Lease | 9,500.00 | .00 | 9,500.00 | .00 | 6,480.00 | 3,240.00 | (220.00) | 102 | 9,72 |
| 685.180 | Membership Dues and Fees | 1,200.00 | .00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | 0 | |
| 685.182 | Other Operating Expenses | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 51.40 | 1,448.60 | 3 | 82 |
| 685.186 | Training | 3,100.00 | .00 | 3,100.00 | .00 | .00 | 20.82 | 3,079.18 | 1 | 2,56 |
| 685.1801 | Subscriptions | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 1,00 |
| 686.187 | Professional Services | .00 | .00 | .00 | 130.56 | .00 | 130.56 | (130.56) | +++ | |
| 686.1895 | Employee wellness services | 2,693.00 | .00 | 2,693.00 | .00 | .00 | .00 | 2,693.00 | 0 | 14 |
| | *Other Services & Charges Totals* | $38,403.00 | $0.00 | $38,403.00 | $520.18 | $6,480.00 | $4,015.00 | $27,908.00 | 27% | $31,26 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 6,000.00 | .00 | 6,000.00 | 228.62 | .00 | 1,057.40 | 4,942.60 | 18 | 10,32 |
| | *Other Objects Totals* | $6,000.00 | $0.00 | $6,000.00 | $228.62 | $0.00 | $1,057.40 | $4,942.60 | 18% | $10,32 |
| *Capital Outlay* | | | | | | | | | | |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 94 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $94 |
| | Sub Department **02 - Mayor and Council** Totals | $222,406.00 | $0.00 | $222,406.00 | $16,728.74 | $6,480.00 | $75,708.21 | $140,217.79 | 37% | $232,41 |
| | Department **01 - Administration** Totals | $3,950,452.00 | $0.00 | $3,950,452.00 | $55,301.86 | $6,480.00 | $277,860.32 | $3,666,111.68 | 7% | $529,85 |
| Department **04 - Finance** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 441,600.00 | .00 | 441,600.00 | 36,355.51 | .00 | 183,896.46 | 257,703.54 | 42 | 425,00 |
| 401.103 | Overtime | 3,000.00 | .00 | 3,000.00 | (39.62) | .00 | 527.19 | 2,472.81 | 18 | 2,68 |
| 401.106 | Contract Labor | .00 | .00 | .00 | 1,215.00 | .00 | 3,240.00 | (3,240.00) | +++ | |
| 405.114 | FICA | 33,120.00 | .00 | 33,120.00 | 2,652.96 | .00 | 13,399.65 | 19,720.35 | 40 | 31,70 |
| 406.116 | Retirement | 46,575.00 | .00 | 46,575.00 | 3,663.64 | .00 | 19,868.77 | 26,706.23 | 43 | 46,99 |
| 408.125 | SCMIT Worker's Comp Ins. | 1,315.00 | .00 | 1,315.00 | .00 | .00 | 748.69 | 566.31 | 57 | 97 |
| 410.001 | Health Claims Cost | 46,033.00 | .00 | 46,033.00 | 3,721.88 | .00 | 18,798.01 | 27,234.99 | 41 | 55,04 |

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# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **04 - Finance** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 410.002 | Health Claim Costs-Retire | 7,018.00 | .00 | 7,018.00 | .00 | .00 | .00 | 7,018.00 | 0 | 9,15 |
| | *Personal Services Totals* | $578,661.00 | $0.00 | $578,661.00 | $47,569.37 | $0.00 | $240,478.77 | $338,182.23 | 42% | $571,57 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 7,000.00 | .00 | 7,000.00 | 626.73 | .00 | 3,059.38 | 3,940.62 | 44 | 7,64 |
| 500.102 | Equipment | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 1,57 |
| 500.103 | Furniture | 1,000.00 | .00 | 1,000.00 | 524.84 | .00 | 524.84 | 475.16 | 52 | 1,98 |
| 500.105 | Printing and Binding | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| | *Supplies Totals* | $9,750.00 | $0.00 | $9,750.00 | $1,151.57 | $0.00 | $3,584.22 | $6,165.78 | 37% | $11,19 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 3,500.00 | .00 | 3,500.00 | 175.36 | .00 | 1,229.18 | 2,270.82 | 35 | 3,87 |
| 610.112 | Postage | 4,300.00 | .00 | 4,300.00 | 219.33 | .00 | 971.27 | 3,328.73 | 23 | 4,84 |
| 610.1110 | Communications- Wireless | 2,500.00 | .00 | 2,500.00 | 116.26 | .00 | 681.49 | 1,818.51 | 27 | 1,82 |
| 620.114 | Advertising | 300.00 | .00 | 300.00 | .00 | .00 | .00 | 300.00 | 0 | 27 |
| 640.124 | Travel Expense | 3,500.00 | .00 | 3,500.00 | 173.83 | .00 | 754.97 | 2,745.03 | 22 | 2,28 |
| 650.127 | Electricity | 9,356.00 | .00 | 9,356.00 | .00 | .00 | 2,438.20 | 6,917.80 | 26 | 8,56 |
| 650.128 | Water | 1,167.00 | .00 | 1,167.00 | .00 | .00 | 411.13 | 755.87 | 35 | 1,01 |
| 650.129 | Wastewater | 1,534.00 | .00 | 1,534.00 | .00 | .00 | 539.76 | 994.24 | 35 | 1,34 |
| 650.130 | Sanitation | 545.00 | .00 | 545.00 | .00 | .00 | 178.24 | 366.76 | 33 | 56 |
| 650.133 | Stormwater | 362.00 | .00 | 362.00 | .00 | .00 | 118.28 | 243.72 | 33 | 32 |
| 650.134 | Security Lights | 1,652.00 | .00 | 1,652.00 | .00 | .00 | 540.00 | 1,112.00 | 33 | 1,62 |
| 650.1271 | Electricity- Sales Tax | 313.00 | .00 | 313.00 | .00 | .00 | 101.77 | 211.23 | 33 | 29 |
| 670.156 | Equipment Rental/Lease | 7,000.00 | .00 | 7,000.00 | 506.70 | .00 | 2,677.38 | 4,322.62 | 38 | 6,99 |
| 685.180 | Membership Dues and Fees | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 150.00 | 850.00 | 15 | 63 |
| 685.182 | Other Operating Expenses | 41,600.00 | .00 | 41,600.00 | .00 | .00 | 13,398.09 | 28,201.91 | 32 | 44,31 |
| 685.184 | Continuing Education | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 745.00 | 1,755.00 | 30 | 91 |
| 685.186 | Training | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 195.00 | 1,305.00 | 13 | 1,29 |
| 685.1801 | Subscriptions | 300.00 | .00 | 300.00 | 240.00 | .00 | 279.00 | 21.00 | 93 | 22 |
| 686.187 | Professional Services | 600.00 | .00 | 600.00 | 21.76 | .00 | 21.76 | 578.24 | 4 | 60 |
| 686.189 | Employee Medical | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 13 |
| 686.195 | Repair/Maint Svc Contract | 3,000.00 | .00 | 3,000.00 | 168.01 | .00 | 1,350.62 | 1,649.38 | 45 | 3,92 |
| 686.1895 | Employee wellness services | 2,693.00 | .00 | 2,693.00 | 54.27 | .00 | 211.11 | 2,481.89 | 8 | 84 |
| | *Other Services & Charges Totals* | $89,422.00 | $0.00 | $89,422.00 | $1,675.52 | $0.00 | $26,992.25 | $62,429.75 | 30% | $86,70 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 25,000.00 | .00 | 25,000.00 | 1,371.72 | .00 | 6,344.49 | 18,655.51 | 25 | 30,80 |
| 795.995 | GF Cost Distribution | (412,530.00) | .00 | (412,530.00) | .00 | .00 | .00 | (412,530.00) | 0 | (384,737 |
| | *Other Objects Totals* | ($387,530.00) | $0.00 | ($387,530.00) | $1,371.72 | $0.00 | $6,344.49 | ($393,874.49) | -2% | ($353,927 |
| | Department **04 - Finance** Totals | $290,303.00 | $0.00 | $290,303.00 | $51,768.18 | $0.00 | $277,399.73 | $12,903.27 | 96% | $315,54 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| Sub Department **05 - Police Staff Services** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 1,505,000.00 | .00 | 1,505,000.00 | 115,150.54 | .00 | 630,055.65 | 874,944.35 | 42 | 1,450,98 |
| 401.103 | Overtime | 82,950.00 | .00 | 82,950.00 | 6,434.75 | .00 | 26,333.14 | 56,616.86 | 32 | 69,37 |
| 405.114 | FICA | 116,445.00 | .00 | 116,445.00 | 8,682.38 | .00 | 46,911.18 | 69,533.82 | 40 | 112,90 |
| 406.116 | Retirement | 207,080.00 | .00 | 207,080.00 | 14,729.20 | .00 | 86,123.23 | 120,956.77 | 42 | 202,08 |
| 407.122 | Life Insurance | 45.00 | .00 | 45.00 | .00 | .00 | .00 | 45.00 | 0 | |
| 408.125 | SCMIT Worker's Comp Ins. | 35,960.00 | .00 | 35,960.00 | .00 | .00 | 20,383.37 | 15,576.63 | 57 | 31,13 |
| 410.001 | Health Claims Cost | 221,157.00 | .00 | 221,157.00 | 10,662.80 | .00 | 70,401.81 | 150,755.19 | 32 | 294,96 |
| 410.002 | Health Claim Costs-Retire | .00 | .00 | .00 | 3,213.68 | .00 | 15,943.80 | (15,943.80) | +++ | 3,97 |
| | *Personal Services Totals* | $2,168,637.00 | $0.00 | $2,168,637.00 | $158,873.35 | $0.00 | $896,152.18 | $1,272,484.82 | 41% | $2,165,41 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 29,000.00 | .00 | 29,000.00 | 966.57 | .00 | 4,344.82 | 24,655.18 | 15 | 26,05 |
| 500.102 | Equipment | 30,960.00 | .00 | 30,960.00 | 267.49 | 20,144.43 | 680.31 | 10,135.26 | 67 | 18,59 |
| 500.103 | Furniture | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 79 |
| 501.101 | Uniforms and Clothing | 30,223.00 | .00 | 30,223.00 | 158.56 | .00 | 2,183.98 | 28,039.02 | 7 | 30,64 |
| | *Supplies Totals* | $92,183.00 | $0.00 | $92,183.00 | $1,392.62 | $20,144.43 | $7,209.11 | $64,829.46 | 30% | $76,08 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 7,500.00 | .00 | 7,500.00 | 385.82 | .00 | 2,716.18 | 4,783.82 | 36 | 8,55 |
| 610.112 | Postage | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 14.92 | 1,985.08 | 1 | 1,01 |
| 610.1110 | Communications- Wireless | 51,600.00 | .00 | 51,600.00 | 3,789.44 | 3,638.60 | 16,839.52 | 31,121.88 | 40 | 46,81 |
| 620.114 | Advertising | 1,500.00 | .00 | 1,500.00 | 190.00 | .00 | 190.00 | 1,310.00 | 13 | 34 |
| 640.124 | Travel Expense | 13,995.00 | .00 | 13,995.00 | 255.40 | .00 | 2,388.28 | 11,606.72 | 17 | 6,28 |
| 650.127 | Electricity | 31,460.00 | .00 | 31,460.00 | .00 | .00 | 9,882.87 | 21,577.13 | 31 | 29,17 |
| 650.128 | Water | 3,717.00 | .00 | 3,717.00 | .00 | .00 | 1,492.38 | 2,224.62 | 40 | 2,85 |
| 650.129 | Wastewater | 2,096.00 | .00 | 2,096.00 | .00 | .00 | 717.79 | 1,378.21 | 34 | 2,02 |
| 650.130 | Sanitation | 2,233.00 | .00 | 2,233.00 | .00 | .00 | 729.84 | 1,503.16 | 33 | 2,18 |
| 650.133 | Stormwater | 1,346.00 | .00 | 1,346.00 | .00 | .00 | 440.00 | 906.00 | 33 | 1,32 |
| 650.134 | Security Lights | 3,793.00 | .00 | 3,793.00 | .00 | .00 | 1,239.56 | 2,553.44 | 33 | 3,71 |
| 650.1271 | Electricity- Sales Tax | 1,147.00 | .00 | 1,147.00 | .00 | .00 | 418.55 | 728.45 | 36 | 1,11 |
| 660.133 | Repairs & Maint. Services | 29,100.00 | .00 | 29,100.00 | 701.92 | .00 | 1,665.92 | 27,434.08 | 6 | 22,19 |
| 660.139 | Fleet Services Materials | 35,000.00 | .00 | 35,000.00 | 1,940.32 | .00 | 10,198.77 | 24,801.23 | 29 | 34,10 |
| 660.145 | Gasoline & Oil | 73,881.00 | .00 | 73,881.00 | 3,523.86 | .00 | 23,022.24 | 50,858.76 | 31 | 66,17 |
| 660.1391 | Fleet Services Labor | 40,600.00 | .00 | 40,600.00 | 2,276.61 | .00 | 19,849.68 | 20,750.32 | 49 | 40,83 |
| 670.156 | Equipment Rental/Lease | 5,200.00 | .00 | 5,200.00 | 352.06 | .00 | 1,637.09 | 3,562.91 | 31 | 5,39 |
| 682.1721 | Prisoner Housing | 185,000.00 | .00 | 185,000.00 | 15,512.28 | (9,200.00) | 63,464.80 | 130,735.20 | 29 | 186,77 |
| 685.180 | Membership Dues and Fees | 775.00 | .00 | 775.00 | .00 | .00 | 585.00 | 190.00 | 75 | 87 |
| 685.182 | Other Operating Expenses | 10,600.00 | .00 | 10,600.00 | 343.00 | .00 | 2,619.47 | 7,980.53 | 25 | 10,28 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| Sub Department **05 - Police Staff Services** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.184 | Continuing Education | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 1,22 |
| 685.186 | Training | 14,000.00 | .00 | 14,000.00 | .00 | .00 | 1,800.71 | 12,199.29 | 13 | 6,18 |
| 685.187 | Special Projects | 8,000.00 | .00 | 8,000.00 | .00 | .00 | .00 | 8,000.00 | 0 | |
| 685.189 | Reserve Program | 6,050.00 | .00 | 6,050.00 | .00 | .00 | .00 | 6,050.00 | 0 | |
| 685.1801 | Subscriptions | 4,710.00 | .00 | 4,710.00 | 575.19 | .00 | 1,287.76 | 3,422.24 | 27 | 4,16 |
| 685.1861 | Law Enforce Accreditation | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | 30 |
| 686.186 | Legal Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 5,50 |
| 686.187 | Professional Services | .00 | .00 | .00 | 43.52 | .00 | 43.52 | (43.52) | +++ | |
| 686.189 | Employee Medical | 12,075.00 | .00 | 12,075.00 | .00 | .00 | 225.00 | 11,850.00 | 2 | 13,57 |
| 686.194 | Other Prof/Tech Services | 53,000.00 | .00 | 53,000.00 | .00 | 26,500.00 | 26,500.00 | .00 | 100 | 53,00 |
| 686.195 | Repair/Maint Svc Contract | 31,500.00 | .00 | 31,500.00 | 837.03 | (3,680.00) | 15,847.50 | 19,332.50 | 39 | 24,28 |
| 686.1895 | Employee wellness services | 9,547.00 | .00 | 9,547.00 | 1,393.40 | .00 | 5,420.36 | 4,126.64 | 57 | 15,76 |
| 687.203 | Contract Services | 58,000.00 | .00 | 58,000.00 | .00 | 9,000.00 | 2,450.00 | 46,550.00 | 20 | 24,65 |
| | *Other Services & Charges Totals* | $705,025.00 | $0.00 | $705,025.00 | $32,119.85 | $26,258.60 | $213,687.71 | $465,078.69 | 34% | $620,70 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 40,000.00 | .00 | 40,000.00 | 2,286.20 | .00 | 10,574.14 | 29,425.86 | 26 | 56,61 |
| 795.010 | 911 Expense Billing | (1,600.00) | .00 | (1,600.00) | (157.30) | .00 | (895.05) | (704.95) | 56 | (1,856 |
| | *Other Objects Totals* | $38,400.00 | $0.00 | $38,400.00 | $2,128.90 | $0.00 | $9,679.09 | $28,720.91 | 25% | $54,76 |
| *Capital Outlay* | | | | | | | | | | |
| 900.4100 | Vehicles | .00 | .00 | .00 | .00 | 106,584.00 | .00 | (106,584.00) | +++ | 106,32 |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | (40,165.33) | .00 | 40,165.33 | +++ | 190,27 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $66,418.67 | $0.00 | ($66,418.67) | +++ | $296,60 |
| | Sub Department **05 - Police Staff Services** Totals | $3,004,245.00 | $0.00 | $3,004,245.00 | $194,514.72 | $112,821.70 | $1,126,728.09 | $1,764,695.21 | 41% | $3,213,57 |
| Sub Department **07 - Victim's Advocate** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 31,800.00 | .00 | 31,800.00 | 2,771.18 | .00 | 13,340.77 | 18,459.23 | 42 | 30,50 |
| 401.103 | Overtime | 1,000.00 | .00 | 1,000.00 | 11.82 | .00 | 240.28 | 759.72 | 24 | 39 |
| 405.114 | FICA | 2,300.00 | .00 | 2,300.00 | 197.06 | .00 | 951.83 | 1,348.17 | 41 | 2,21 |
| 406.116 | Retirement | 3,470.00 | .00 | 3,470.00 | 275.79 | .00 | 1,456.21 | 2,013.79 | 42 | 3,50 |
| 408.125 | SCMIT Worker's Comp Ins. | 290.00 | .00 | 290.00 | .00 | .00 | 166.38 | 123.62 | 57 | 21 |
| 410.001 | Health Claims Cost | 7,357.00 | .00 | 7,357.00 | 728.84 | .00 | 3,698.29 | 3,658.71 | 50 | 9,22 |
| | *Personal Services Totals* | $46,217.00 | $0.00 | $46,217.00 | $3,984.69 | $0.00 | $19,853.76 | $26,363.24 | 43% | $46,07 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 1,075.00 | .00 | 1,075.00 | .00 | .00 | 191.32 | 883.68 | 18 | 71 |
| 501.101 | Uniforms and Clothing | 400.00 | .00 | 400.00 | .00 | .00 | 182.97 | 217.03 | 46 | 23 |
| | *Supplies Totals* | $1,475.00 | $0.00 | $1,475.00 | $0.00 | $0.00 | $374.29 | $1,100.71 | 25% | $95 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| Sub Department **07 - Victim's Advocate** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 180.00 | .00 | 180.00 | 11.70 | .00 | 58.85 | 121.15 | 33 | 20 |
| 610.112 | Postage | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 46 |
| 610.1110 | Communications- Wireless | 900.00 | .00 | 900.00 | 74.50 | 74.50 | 298.03 | 527.47 | 41 | 88 |
| 640.124 | Travel Expense | 1,225.00 | .00 | 1,225.00 | .00 | .00 | 297.97 | 927.03 | 24 | 1,06 |
| 660.133 | Repairs & Maint. Services | 750.00 | .00 | 750.00 | .00 | .00 | .00 | 750.00 | 0 | |
| 660.139 | Fleet Services Materials | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | |
| 660.145 | Gasoline & Oil | 86.00 | .00 | 86.00 | 33.84 | .00 | 206.49 | (120.49) | 240 | 17 |
| 660.1391 | Fleet Services Labor | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | |
| 670.156 | Equipment Rental/Lease | 240.00 | .00 | 240.00 | .00 | .00 | 76.50 | 163.50 | 32 | |
| 685.180 | Membership Dues and Fees | .00 | .00 | .00 | .00 | .00 | 25.00 | (25.00) | +++ | |
| 685.182 | Other Operating Expenses | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 17 |
| 685.186 | Training | 950.00 | .00 | 950.00 | .00 | .00 | 250.00 | 700.00 | 26 | 45 |
| 685.187 | Special Projects | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 686.189 | Employee Medical | 425.00 | .00 | 425.00 | .00 | .00 | .00 | 425.00 | 0 | |
| 686.195 | Repair/Maint Svc Contract | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 35 |
| | *Other Services & Charges Totals* | $6,956.00 | $0.00 | $6,956.00 | $120.04 | $74.50 | $1,212.84 | $5,668.66 | 19% | $3,77 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 4,000.00 | .00 | 4,000.00 | 228.62 | .00 | 1,057.40 | 2,942.60 | 26 | 3,65 |
| | *Other Objects Totals* | $4,000.00 | $0.00 | $4,000.00 | $228.62 | $0.00 | $1,057.40 | $2,942.60 | 26% | $3,65 |
| | Sub Department **07 - Victim's Advocate** Totals | $58,648.00 | $0.00 | $58,648.00 | $4,333.35 | $74.50 | $22,498.29 | $36,075.21 | 38% | $54,45 |
| Sub Department **26 - Grants** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 4,200.00 | .00 | 4,200.00 | .00 | .00 | .00 | 4,200.00 | 0 | 6 |
| 500.102 | Equipment | 18,200.00 | .00 | 18,200.00 | .00 | .00 | .00 | 18,200.00 | 0 | |
| 501.101 | Uniforms and Clothing | 800.00 | .00 | 800.00 | .00 | .00 | .00 | 800.00 | 0 | 38 |
| | *Supplies Totals* | $23,200.00 | $0.00 | $23,200.00 | $0.00 | $0.00 | $0.00 | $23,200.00 | 0% | $45 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.1110 | Communications- Wireless | 2,720.00 | .00 | 2,720.00 | 149.00 | 149.00 | 596.06 | 1,974.94 | 27 | 1,44 |
| 640.124 | Travel Expense | 2,600.00 | .00 | 2,600.00 | .00 | .00 | .00 | 2,600.00 | 0 | ( |
| 660.133 | Repairs & Maint. Services | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 660.139 | Fleet Services Materials | .00 | .00 | .00 | 282.80 | .00 | 662.14 | (662.14) | +++ | 78 |
| 660.145 | Gasoline & Oil | 3,521.00 | .00 | 3,521.00 | 165.64 | .00 | 1,007.30 | 2,513.70 | 29 | 2,61 |
| 660.1391 | Fleet Services Labor | .00 | .00 | .00 | 88.30 | .00 | 402.15 | (402.15) | +++ | 50 |
| 685.182 | Other Operating Expenses | 2,400.00 | .00 | 2,400.00 | 17.90 | .00 | 30,017.90 | (27,617.90) | 1251 | 4,97 |
| 685.186 | Training | 1,200.00 | .00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | 0 | |
| 685.187 | Special Projects | .00 | .00 | .00 | .00 | .00 | (22.76) | 22.76 | +++ | 6,49 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| Sub Department **26 - Grants** | | | | | | | | | | |
| | *Other Services & Charges Totals* | $13,441.00 | $0.00 | $13,441.00 | $703.64 | $149.00 | $32,662.79 | ($19,370.79) | 244% | $16,82 |
| | Sub Department **26 - Grants** Totals | $36,641.00 | $0.00 | $36,641.00 | $703.64 | $149.00 | $32,662.79 | $3,829.21 | 90% | $17,28 |
| Sub Department **28 - Safe Streets** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 580.11 | 1,419.89 | 29 | 1,10 |
| | *Supplies Totals* | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $580.11 | $1,419.89 | 29% | $1,10 |
| *Other Services & Charges* | | | | | | | | | | |
| 685.182 | Other Operating Expenses | 2,225.00 | .00 | 2,225.00 | .00 | .00 | 1,030.72 | 1,194.28 | 46 | 1,73 |
| 685.187 | Special Projects | 2,400.00 | .00 | 2,400.00 | .00 | .00 | .00 | 2,400.00 | 0 | 1,33 |
| | *Other Services & Charges Totals* | $4,625.00 | $0.00 | $4,625.00 | $0.00 | $0.00 | $1,030.72 | $3,594.28 | 22% | $3,07 |
| | Sub Department **28 - Safe Streets** Totals | $6,625.00 | $0.00 | $6,625.00 | $0.00 | $0.00 | $1,610.83 | $5,014.17 | 24% | $4,18 |
| | Department **05 - Police** Totals | $3,106,159.00 | $0.00 | $3,106,159.00 | $199,551.71 | $113,045.20 | $1,183,500.00 | $1,809,613.80 | 42% | $3,289,50 |
| Department **09 - Housing and Community Dev.** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 204,125.00 | .00 | 204,125.00 | 18,278.12 | .00 | 89,681.94 | 114,443.06 | 44 | 183,71 |
| 401.103 | Overtime | 2,500.00 | .00 | 2,500.00 | 7.04 | .00 | 1,194.40 | 1,305.60 | 48 | 2,57 |
| 405.114 | FICA | 15,300.00 | .00 | 15,300.00 | 1,309.44 | .00 | 6,434.06 | 8,865.94 | 42 | 13,59 |
| 406.116 | Retirement | 21,555.00 | .00 | 21,555.00 | 1,835.54 | .00 | 9,645.61 | 11,909.39 | 45 | 20,52 |
| 408.125 | SCMIT Worker's Comp Ins. | 1,150.00 | .00 | 1,150.00 | .00 | .00 | 658.57 | 491.43 | 57 | 85 |
| 410.001 | Health Claims Cost | 35,260.00 | .00 | 35,260.00 | 3,158.36 | .00 | 15,848.41 | 19,411.59 | 45 | 33,78 |
| | *Personal Services Totals* | $279,890.00 | $0.00 | $279,890.00 | $24,588.50 | $0.00 | $123,462.99 | $156,427.01 | 44% | $255,05 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 5,000.00 | .00 | 5,000.00 | 274.56 | .00 | 848.12 | 4,151.88 | 17 | 6,08 |
| 500.102 | Equipment | 4,327.00 | .00 | 4,327.00 | .00 | .00 | 176.25 | 4,150.75 | 4 | 33 |
| 500.103 | Furniture | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 72 |
| 500.105 | Printing and Binding | 750.00 | .00 | 750.00 | .00 | .00 | 741.70 | 8.30 | 99 | 70 |
| | *Supplies Totals* | $10,577.00 | $0.00 | $10,577.00 | $274.56 | $0.00 | $1,766.07 | $8,810.93 | 17% | $7,84 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 1,500.00 | .00 | 1,500.00 | 58.51 | .00 | 641.44 | 858.56 | 43 | 1,84 |
| 610.112 | Postage | 1,500.00 | .00 | 1,500.00 | 22.21 | .00 | 862.53 | 637.47 | 58 | 1,74 |
| 610.1110 | Communications- Wireless | 2,400.00 | .00 | 2,400.00 | 106.26 | .00 | 571.53 | 1,828.47 | 24 | 1,26 |
| 620.114 | Advertising | 2,041.00 | .00 | 2,041.00 | 123.50 | .00 | 611.00 | 1,430.00 | 30 | 2,24 |
| 640.124 | Travel Expense | 832.00 | .00 | 832.00 | 120.00 | .00 | 37.43 | 794.57 | 4 | 1,08 |
| 650.127 | Electricity | 6,238.00 | .00 | 6,238.00 | .00 | .00 | 1,625.47 | 4,612.53 | 26 | 5,70 |
| 650.128 | Water | 778.00 | .00 | 778.00 | .00 | .00 | 274.10 | 503.90 | 35 | 67 |
| 650.129 | Wastewater | 1,022.00 | .00 | 1,022.00 | .00 | .00 | 359.86 | 662.14 | 35 | 89 |
| 650.130 | Sanitation | 364.00 | .00 | 364.00 | .00 | .00 | 118.84 | 245.16 | 33 | 35 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **09 - Housing and Community Dev.** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 650.133 | Stormwater | 241.00 | .00 | 241.00 | .00 | .00 | 78.84 | 162.16 | 33 | 23( |
| 650.134 | Security Lights | 1,102.00 | .00 | 1,102.00 | .00 | .00 | 360.00 | 742.00 | 33 | 1,08( |
| 650.1271 | Electricity- Sales Tax | 209.00 | .00 | 209.00 | .00 | .00 | 67.85 | 141.15 | 32 | 19: |
| 660.139 | Fleet Services Materials | 500.00 | .00 | 500.00 | .00 | .00 | 83.94 | 416.06 | 17 | 84( |
| 660.145 | Gasoline & Oil | 2,835.00 | .00 | 2,835.00 | 93.11 | .00 | 751.24 | 2,083.76 | 26 | 2,30- |
| 660.1391 | Fleet Services Labor | 665.00 | .00 | 665.00 | 24.07 | .00 | 257.92 | 407.08 | 39 | 85( |
| 670.156 | Equipment Rental/Lease | 7,000.00 | .00 | 7,000.00 | 856.83 | .00 | 3,770.07 | 3,229.93 | 54 | 8,28( |
| 685.180 | Membership Dues and Fees | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 480.00 | 520.00 | 48 | 1,08( |
| 685.182 | Other Operating Expenses | 2,000.00 | .00 | 2,000.00 | 10.68 | .00 | 724.61 | 1,275.39 | 36 | 1,74( |
| 685.184 | Continuing Education | 1,140.00 | .00 | 1,140.00 | .00 | .00 | 850.00 | 290.00 | 75 | 52- |
| 685.186 | Training | 3,945.00 | .00 | 3,945.00 | 25.00 | .00 | 175.00 | 3,770.00 | 4 | 1,15: |
| 685.192 | KGB Operations | 7,000.00 | .00 | 7,000.00 | 106.22 | .00 | 1,489.94 | 5,510.06 | 21 | 5,32: |
| 685.1921 | KGB grant expenses | 7,000.00 | .00 | 7,000.00 | 2,799.57 | 1,605.00 | 5,593.85 | (198.85) | 103 | 4,63: |
| 686.187 | Professional Services | .00 | .00 | .00 | 43.52 | .00 | 43.52 | (43.52) | +++ | |
| 686.191 | Contract Services/Studies | 92,000.00 | .00 | 92,000.00 | .00 | 17,000.00 | 21,354.00 | 53,646.00 | 42 | 25,01: |
| 686.195 | Repair/Maint Svc Contract | 1,000.00 | .00 | 1,000.00 | 98.25 | .00 | 616.70 | 383.30 | 62 | 1,41: |
| 686.1895 | Employee wellness services | 1,224.00 | .00 | 1,224.00 | 47.74 | .00 | 185.70 | 1,038.30 | 15 | 68: |
| | *Other Services & Charges Totals* | $145,536.00 | $0.00 | $145,536.00 | $4,535.47 | $18,605.00 | $41,985.38 | $84,945.62 | 42% | $71,20 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 12,000.00 | .00 | 12,000.00 | 1,143.10 | .00 | 5,287.07 | 6,712.93 | 44 | 18,14( |
| | *Other Objects Totals* | $12,000.00 | $0.00 | $12,000.00 | $1,143.10 | $0.00 | $5,287.07 | $6,712.93 | 44% | $18,14( |
| *Capital Outlay* | | | | | | | | | | |
| 900.4100 | Vehicles | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 25,38: |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $25,38: |
| Department **09 - Housing and Community Dev.** Totals | | $448,003.00 | $0.00 | $448,003.00 | $30,541.63 | $18,605.00 | $172,501.51 | $256,896.49 | 43% | $377,62( |
| Department **10 - Municipal Court** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 97,500.00 | .00 | 97,500.00 | 8,540.64 | .00 | 41,203.43 | 56,296.57 | 42 | 93,60( |
| 401.103 | Overtime | 3,500.00 | .00 | 3,500.00 | 659.42 | .00 | 2,033.82 | 1,466.18 | 58 | 3,49- |
| 405.114 | FICA | 8,000.00 | .00 | 8,000.00 | 654.41 | .00 | 3,097.24 | 4,902.76 | 39 | 7,16- |
| 406.116 | Retirement | 10,750.00 | .00 | 10,750.00 | 895.44 | .00 | 4,569.89 | 6,180.11 | 43 | 10,46- |
| 408.125 | SCMIT Worker's Comp Ins. | 725.00 | .00 | 725.00 | .00 | .00 | 409.01 | 315.99 | 56 | 53: |
| 410.001 | Health Claims Cost | 19,032.00 | .00 | 19,032.00 | 1,448.84 | .00 | 7,300.81 | 11,731.19 | 38 | 23,44( |
| | *Personal Services Totals* | $139,507.00 | $0.00 | $139,507.00 | $12,198.75 | $0.00 | $58,614.20 | $80,892.80 | 42% | $138,70( |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 3,000.00 | .00 | 3,000.00 | 151.34 | .00 | 1,152.21 | 1,847.79 | 38 | 2,41: |
| 500.102 | Equipment | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 1,224.58 | 275.42 | 82 | |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **10 - Municipal Court** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.103 | Furniture | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 90 |
| | *Supplies Totals* | $4,500.00 | $0.00 | $4,500.00 | $151.34 | $0.00 | $2,376.79 | $2,123.21 | 53% | $3,31 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 550.00 | .00 | 550.00 | 35.10 | .00 | 176.56 | 373.44 | 32 | 60 |
| 610.112 | Postage | 2,500.00 | .00 | 2,500.00 | 117.52 | .00 | 970.31 | 1,529.69 | 39 | 2,07 |
| 610.1110 | Communications- Wireless | 325.00 | .00 | 325.00 | 33.24 | .00 | 166.13 | 158.87 | 51 | 39 |
| 640.124 | Travel Expense | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 728.21 | 1,271.79 | 36 | 47 |
| 650.127 | Electricity | 5,850.00 | .00 | 5,850.00 | .00 | .00 | 1,792.06 | 4,057.94 | 31 | 5,42 |
| 650.128 | Water | 567.00 | .00 | 567.00 | .00 | .00 | 227.58 | 339.42 | 40 | 43 |
| 650.129 | Wastewater | 320.00 | .00 | 320.00 | .00 | .00 | 109.45 | 210.55 | 34 | 30 |
| 650.130 | Sanitation | 118.00 | .00 | 118.00 | .00 | .00 | 38.68 | 79.32 | 33 | 11 |
| 650.133 | Stormwater | 213.00 | .00 | 213.00 | .00 | .00 | 69.56 | 143.44 | 33 | 20 |
| 650.134 | Security Lights | 466.00 | .00 | 466.00 | .00 | .00 | 152.44 | 313.56 | 33 | 45 |
| 650.1271 | Electricity- Sales Tax | 213.00 | .00 | 213.00 | .00 | .00 | 77.83 | 135.17 | 37 | 20 |
| 660.133 | Repairs & Maint. Services | 9,500.00 | .00 | 9,500.00 | 106.42 | .00 | 118.05 | 9,381.95 | 1 | 1,01 |
| 660.139 | Fleet Services Materials | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 12 |
| 660.145 | Gasoline & Oil | 671.00 | .00 | 671.00 | 33.24 | .00 | 216.71 | 454.29 | 32 | 54 |
| 660.1391 | Fleet Services Labor | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 11 |
| 670.156 | Equipment Rental/Lease | 3,000.00 | .00 | 3,000.00 | 292.00 | .00 | 598.33 | 2,401.67 | 20 | 1,72 |
| 685.180 | Membership Dues and Fees | 75.00 | .00 | 75.00 | .00 | .00 | .00 | 75.00 | 0 | 12 |
| 685.182 | Other Operating Expenses | 2,500.00 | .00 | 2,500.00 | 684.00 | .00 | 1,380.00 | 1,120.00 | 55 | 3,00 |
| 685.184 | Continuing Education | 1,800.00 | .00 | 1,800.00 | .00 | .00 | .00 | 1,800.00 | 0 | |
| 685.186 | Training | .00 | .00 | .00 | .00 | .00 | 160.00 | (160.00) | +++ | 60 |
| 686.187 | Professional Services | .00 | .00 | .00 | 21.76 | .00 | 21.76 | (21.76) | +++ | |
| 686.195 | Repair/Maint Svc Contract | .00 | .00 | .00 | 246.50 | .00 | 570.25 | (570.25) | +++ | 2,18 |
| 686.1895 | Employee wellness services | 734.00 | .00 | 734.00 | 29.65 | .00 | 115.34 | 618.66 | 16 | 42 |
| | *Other Services & Charges Totals* | $31,602.00 | $0.00 | $31,602.00 | $1,599.43 | $0.00 | $7,689.25 | $23,912.75 | 24% | $20,58 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 20,500.00 | .00 | 20,500.00 | 1,143.10 | .00 | 5,287.07 | 15,212.93 | 26 | 20,51 |
| | *Other Objects Totals* | $20,500.00 | $0.00 | $20,500.00 | $1,143.10 | $0.00 | $5,287.07 | $15,212.93 | 26% | $20,51 |
| | Department **10 - Municipal Court** Totals | $196,109.00 | $0.00 | $196,109.00 | $15,092.62 | $0.00 | $73,967.31 | $122,141.69 | 38% | $183,11 |
| Department **11 - Fire** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 1,195,000.00 | .00 | 1,195,000.00 | 106,740.35 | .00 | 512,418.09 | 682,581.91 | 43 | 1,151,35 |
| 401.103 | Overtime | 60,000.00 | .00 | 60,000.00 | 11,234.38 | .00 | 60,970.28 | (970.28) | 102 | 103,50 |
| 402.111 | Volunteer Employees | 9,000.00 | .00 | 9,000.00 | 585.00 | .00 | 1,830.00 | 7,170.00 | 20 | 2,86 |
| 405.114 | FICA | 89,175.00 | .00 | 89,175.00 | 8,601.94 | .00 | 40,333.67 | 48,841.33 | 45 | 91,43 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **11 - Fire** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 406.116 | Retirement | 151,750.00 | .00 | 151,750.00 | 15,023.59 | .00 | 75,733.59 | 76,016.41 | 50 | 161,25 |
| 408.125 | SCMIT Worker's Comp Ins. | 18,400.00 | .00 | 18,400.00 | 681.73 | .00 | 11,087.12 | 7,312.88 | 60 | 13,09 |
| 410.001 | Health Claims Cost | 219,673.00 | .00 | 219,673.00 | 15,580.02 | .00 | 75,810.80 | 143,862.20 | 35 | 274,30 |
| 410.002 | Health Claim Costs-Retire | .00 | .00 | .00 | 4,030.30 | .00 | 20,130.50 | (20,130.50) | +++ | 4,19 |
| | *Personal Services Totals* | $1,742,998.00 | $0.00 | $1,742,998.00 | $162,477.31 | $0.00 | $798,314.05 | $944,683.95 | 46% | $1,802,02 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 25,000.00 | .00 | 25,000.00 | 2,220.51 | .00 | 7,581.70 | 17,418.30 | 30 | 28,80 |
| 500.102 | Equipment | 55,000.00 | .00 | 55,000.00 | 6,908.80 | 1,754.80 | 13,639.48 | 39,605.72 | 28 | 48,49 |
| 500.103 | Furniture | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 1,69 |
| 500.105 | Printing and Binding | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 500.107 | Technology Supplies | 5,200.00 | .00 | 5,200.00 | 69.06 | .00 | 856.94 | 4,343.06 | 16 | 5,94 |
| 501.101 | Uniforms and Clothing | 31,000.00 | .00 | 31,000.00 | 12,257.49 | .00 | 26,489.38 | 4,510.62 | 85 | 34,13 |
| 515.121 | Safety Supplies | 5,000.00 | .00 | 5,000.00 | 784.36 | .00 | 3,399.03 | 1,600.97 | 68 | 23 |
| 515.128 | Medical Supplies | 10,000.00 | .00 | 10,000.00 | 1,452.66 | .00 | 2,596.55 | 7,403.45 | 26 | 12,46 |
| 531.140 | Haz Mat Supplies/Equipmnt | 10,000.00 | .00 | 10,000.00 | 2,299.32 | .00 | 4,066.01 | 5,933.99 | 41 | 8,80 |
| | *Supplies Totals* | $144,200.00 | $0.00 | $144,200.00 | $25,992.20 | $1,754.80 | $58,629.09 | $83,816.11 | 42% | $140,59 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 6,500.00 | .00 | 6,500.00 | 245.57 | .00 | 2,270.58 | 4,229.42 | 35 | 6,72 |
| 610.112 | Postage | 300.00 | .00 | 300.00 | 154.50 | .00 | 396.80 | (96.80) | 132 | 1,46 |
| 610.1110 | Communications- Wireless | 24,000.00 | .00 | 24,000.00 | 1,600.49 | .00 | 11,451.55 | 12,548.45 | 48 | 26,97 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 630.121 | Fire Prevention Materials | 8,500.00 | .00 | 8,500.00 | 735.16 | .00 | 1,658.28 | 6,841.72 | 20 | 6,75 |
| 640.124 | Travel Expense | 5,986.00 | .00 | 5,986.00 | (112.00) | .00 | 1,260.14 | 4,725.86 | 21 | 5,24 |
| 650.127 | Electricity | 20,524.00 | .00 | 20,524.00 | .00 | .00 | 7,829.39 | 12,694.61 | 38 | 22,62 |
| 650.128 | Water | 2,214.00 | .00 | 2,214.00 | .00 | .00 | 603.52 | 1,610.48 | 27 | 1,95 |
| 650.129 | Wastewater | 2,991.00 | .00 | 2,991.00 | .00 | .00 | 821.92 | 2,169.08 | 27 | 2,65 |
| 650.130 | Sanitation | 964.00 | .00 | 964.00 | .00 | .00 | 315.04 | 648.96 | 33 | 94 |
| 650.133 | Stormwater | 804.00 | .00 | 804.00 | .00 | .00 | 262.80 | 541.20 | 33 | 78 |
| 650.134 | Security Lights | 1,848.00 | .00 | 1,848.00 | .00 | .00 | 604.00 | 1,244.00 | 33 | 1,81 |
| 650.1271 | Electricity- Sales Tax | 2,306.00 | .00 | 2,306.00 | 46.92 | .00 | 481.82 | 1,824.18 | 21 | 3,48 |
| 660.103 | Emergency Preparedness | 3,000.00 | .00 | 3,000.00 | 59.13 | .00 | 3,316.03 | (316.03) | 111 | 3,17 |
| 660.133 | Repairs & Maint. Services | 35,000.00 | .00 | 35,000.00 | 4,657.15 | 2,255.43 | 15,408.55 | 17,336.02 | 50 | 37,04 |
| 660.139 | Fleet Services Materials | 33,000.00 | .00 | 33,000.00 | 202.74 | .00 | 9,419.39 | 23,580.61 | 29 | 40,42 |
| 660.145 | Gasoline & Oil | 25,872.00 | .00 | 25,872.00 | 1,448.76 | .00 | 8,569.10 | 17,302.90 | 33 | 22,17 |
| 660.1391 | Fleet Services Labor | 11,493.00 | .00 | 11,493.00 | 668.54 | .00 | 7,299.12 | 4,193.88 | 64 | 12,90 |
| 660.1392 | Fleet Svcs- Outside Vends | 15,000.00 | .00 | 15,000.00 | .00 | .00 | 13,518.98 | 1,481.02 | 90 | 35,29 |
| 670.156 | Equipment Rental/Lease | 8,000.00 | .00 | 8,000.00 | 964.50 | .00 | 3,664.32 | 4,335.68 | 46 | 8,52 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **11 - Fire** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 682.169 | Laundry & Linen | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 165.50 | 2,334.50 | 7 | 1,34 |
| 685.180 | Membership Dues and Fees | 1,500.00 | .00 | 1,500.00 | 250.00 | .00 | 295.00 | 1,205.00 | 20 | 88 |
| 685.182 | Other Operating Expenses | 5,000.00 | .00 | 5,000.00 | 145.15 | .00 | 1,191.59 | 3,808.41 | 24 | 10,40 |
| 685.184 | Continuing Education | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,08 |
| 685.186 | Training | 23,000.00 | .00 | 23,000.00 | 312.45 | .00 | 3,128.22 | 19,871.78 | 14 | 19,44 |
| 685.1801 | Subscriptions | 12,000.00 | .00 | 12,000.00 | 1,495.00 | .00 | 9,523.02 | 2,476.98 | 79 | 10,71 |
| 686.187 | Professional Services | .00 | .00 | .00 | 43.52 | .00 | 43.52 | (43.52) | +++ | |
| 686.189 | Employee Medical | 21,000.00 | .00 | 21,000.00 | .00 | 10,750.00 | .00 | 10,250.00 | 51 | 12,07 |
| 686.195 | Repair/Maint Svc Contract | 70,165.00 | .00 | 70,165.00 | 2,478.67 | 11,266.44 | 16,334.54 | 42,564.02 | 39 | 67,80 |
| 686.1895 | Employee wellness services | 7,589.00 | .00 | 7,589.00 | 754.24 | .00 | 2,933.99 | 4,655.01 | 39 | 7,88 |
| | *Other Services & Charges Totals* | $351,556.00 | $0.00 | $351,556.00 | $16,150.49 | $24,271.87 | $122,766.71 | $204,517.42 | 42% | $372,63 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 18,000.00 | .00 | 18,000.00 | 1,371.72 | .00 | 6,344.49 | 11,655.51 | 35 | 30,91 |
| | *Other Objects Totals* | $18,000.00 | $0.00 | $18,000.00 | $1,371.72 | $0.00 | $6,344.49 | $11,655.51 | 35% | $30,91 |
| *Capital Outlay* | | | | | | | | | | |
| 900.3000 | Buildings & Improvements | 1,500,000.00 | .00 | 1,500,000.00 | .00 | .00 | .00 | 1,500,000.00 | 0 | |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 24,93 |
| | *Capital Outlay Totals* | $1,500,000.00 | $0.00 | $1,500,000.00 | $0.00 | $0.00 | $0.00 | $1,500,000.00 | 0% | $24,93 |
| | Department **11 - Fire** Totals | $3,756,754.00 | $0.00 | $3,756,754.00 | $205,991.72 | $26,026.67 | $986,054.34 | $2,744,672.99 | 27% | $2,371,09 |
| Department **12 - Public Works** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 530,000.00 | .00 | 530,000.00 | 43,882.19 | .00 | 219,445.41 | 310,554.59 | 41 | 510,99 |
| 401.103 | Overtime | 30,000.00 | .00 | 30,000.00 | (3,689.52) | .00 | 17,337.67 | 12,662.33 | 58 | 35,62 |
| 401.109 | Seasonal City employee labor | (58,000.00) | .00 | (58,000.00) | .00 | .00 | .00 | (58,000.00) | 0 | |
| 405.114 | FICA | 39,330.00 | .00 | 39,330.00 | 3,183.33 | .00 | 16,416.99 | 22,913.01 | 42 | 39,45 |
| 406.116 | Retirement | 54,850.00 | .00 | 54,850.00 | 4,493.41 | .00 | 24,335.20 | 30,514.80 | 44 | 59,25 |
| 408.125 | SCMIT Worker's Comp Ins. | 8,100.00 | .00 | 8,100.00 | .00 | .00 | 4,672.37 | 3,427.63 | 58 | 6,09 |
| 410.001 | Health Claims Cost | 137,745.00 | .00 | 137,745.00 | 9,151.78 | .00 | 48,989.75 | 88,755.25 | 36 | 169,82 |
| 410.002 | Health Claim Costs-Retire | 386.00 | .00 | 386.00 | 1,039.98 | .00 | 5,193.90 | (4,807.90) | 1346 | 1,93 |
| | *Personal Services Totals* | $742,411.00 | $0.00 | $742,411.00 | $58,061.17 | $0.00 | $336,391.29 | $406,019.71 | 45% | $823,18 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 15,000.00 | .00 | 15,000.00 | 2,102.91 | .00 | 11,806.88 | 3,193.12 | 79 | 23,29 |
| 500.102 | Equipment | 44,150.00 | .00 | 44,150.00 | 157.04 | .00 | 157.04 | 43,992.96 | 0 | 9,61 |
| 500.103 | Furniture | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 1,77 |
| 500.105 | Printing and Binding | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 244.25 | 1,955.75 | 11 | 63 |
| 501.101 | Uniforms and Clothing | 15,000.00 | .00 | 15,000.00 | 3,327.61 | .00 | 7,642.38 | 7,357.62 | 51 | 23,82 |
| 513.112 | Asphalt/Concrete/Gravel | 8,000.00 | .00 | 8,000.00 | 2,370.66 | .00 | 4,736.46 | 3,263.54 | 59 | 10,96 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **12 - Public Works** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 515.121 | Safety Supplies | 7,000.00 | .00 | 7,000.00 | 368.08 | .00 | 919.37 | 6,080.63 | 13 | 3,57 |
| | *Supplies Totals* | $93,350.00 | $0.00 | $93,350.00 | $8,326.30 | $0.00 | $25,506.38 | $67,843.62 | 27% | $73,69 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 3,000.00 | .00 | 3,000.00 | 46.58 | .00 | 1,562.59 | 1,437.41 | 52 | 3,97 |
| 610.112 | Postage | 100.00 | .00 | 100.00 | 19.07 | .00 | 19.07 | 80.93 | 19 | 10 |
| 610.1110 | Communications- Wireless | 6,000.00 | .00 | 6,000.00 | 427.02 | .00 | 2,842.38 | 3,157.62 | 47 | 7,03 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | 130.00 | 370.00 | 26 | 30 |
| 640.124 | Travel Expense | 600.00 | .00 | 600.00 | .00 | .00 | 175.67 | 424.33 | 29 | 25 |
| 650.127 | Electricity | 1,131.00 | .00 | 1,131.00 | .00 | .00 | 311.45 | 819.55 | 28 | 1,21 |
| 650.128 | Water | 711.00 | .00 | 711.00 | .00 | .00 | 134.54 | 576.46 | 19 | 57 |
| 650.129 | Wastewater | 910.00 | .00 | 910.00 | .00 | .00 | 177.44 | 732.56 | 19 | 73 |
| 650.130 | Sanitation | 466.00 | .00 | 466.00 | .00 | .00 | 152.16 | 313.84 | 33 | 45 |
| 650.133 | Stormwater | 137.00 | .00 | 137.00 | .00 | .00 | 44.68 | 92.32 | 33 | 13 |
| 650.134 | Security Lights | 545.00 | .00 | 545.00 | .00 | .00 | 178.16 | 366.84 | 33 | 53 |
| 650.1271 | Electricity- Sales Tax | 2.00 | .00 | 2.00 | .00 | .00 | .98 | 1.02 | 49 | |
| 660.133 | Repairs & Maint. Services | 10,000.00 | .00 | 10,000.00 | 953.68 | .00 | 5,030.26 | 4,969.74 | 50 | 9,57 |
| 660.134 | Radio Repairs | .00 | .00 | .00 | 39.96 | .00 | 39.96 | (39.96) | +++ | 70 |
| 660.139 | Fleet Services Materials | 20,000.00 | .00 | 20,000.00 | 2,190.50 | .00 | 14,419.03 | 5,580.97 | 72 | 18,04 |
| 660.145 | Gasoline & Oil | 36,382.00 | .00 | 36,382.00 | 1,731.18 | .00 | 10,889.33 | 25,492.67 | 30 | 32,37 |
| 660.1391 | Fleet Services Labor | 40,300.00 | .00 | 40,300.00 | 2,859.12 | .00 | 19,972.76 | 20,327.24 | 50 | 33,31 |
| 663.142 | Street Sign Maintenance | 4,000.00 | .00 | 4,000.00 | (19.87) | .00 | (19.87) | 4,019.87 | 0 | 4,91 |
| 663.144 | Sidewalk Repairs | .00 | .00 | .00 | .00 | (70,000.00) | .00 | 70,000.00 | +++ | (4,683 |
| 663.148 | Maintenance of Parks | 30,000.00 | .00 | 30,000.00 | 1,589.00 | (1,774.50) | 9,955.89 | 21,818.61 | 27 | 45,51 |
| 670.156 | Equipment Rental/Lease | 7,500.00 | .00 | 7,500.00 | 254.49 | .00 | 1,255.34 | 6,244.66 | 17 | 3,93 |
| 685.180 | Membership Dues and Fees | 350.00 | .00 | 350.00 | .00 | .00 | 39.00 | 311.00 | 11 | 15 |
| 685.182 | Other Operating Expenses | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 600.94 | 4,399.06 | 12 | 3,96 |
| 685.184 | Continuing Education | 2,600.00 | .00 | 2,600.00 | .00 | .00 | .00 | 2,600.00 | 0 | |
| 685.186 | Training | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 60 |
| 686.187 | Professional Services | 2,000.00 | .00 | 2,000.00 | 21.80 | .00 | 512.38 | 1,487.62 | 26 | 2,92 |
| 686.189 | Employee Medical | 1,800.00 | .00 | 1,800.00 | .00 | .00 | 180.00 | 1,620.00 | 10 | 1,03 |
| 686.195 | Repair/Maint Svc Contract | 12,000.00 | .00 | 12,000.00 | 642.50 | .00 | 4,419.41 | 7,580.59 | 37 | 17,89 |
| 686.1895 | Employee wellness services | 3,305.00 | .00 | 3,305.00 | 338.68 | .00 | 1,317.47 | 1,987.53 | 40 | 4,14 |
| 687.203 | Contract Services | 30,000.00 | .00 | 30,000.00 | 5,142.00 | .00 | 35,369.09 | (5,369.09) | 118 | 33,01 |
| | *Other Services & Charges Totals* | $220,839.00 | $0.00 | $220,839.00 | $16,235.71 | ($71,774.50) | $109,710.11 | $182,903.39 | 17% | $222,76 |
| *Other Objects* | | | | | | | | | | |
| 700.105 | Matched Expenses | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,99 |
| 795.001 | IT Internal Allocations | 3,000.00 | .00 | 3,000.00 | 228.62 | .00 | 1,057.40 | 1,942.60 | 35 | 4,90 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **12 - Public Works** | | | | | | | | | | |
| | *Other Objects Totals* | $3,000.00 | $0.00 | $3,000.00 | $228.62 | $0.00 | $1,057.40 | $1,942.60 | 35% | $6,90 |
| *Capital Outlay* | | | | | | | | | | |
| 900.1000 | Infrastructure Improvemts | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 30,80 |
| 900.4200 | Heavy Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 72,98 |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 11,62 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $115,41 |
| | Department **12 - Public Works** Totals | $1,059,600.00 | $0.00 | $1,059,600.00 | $82,851.80 | ($71,774.50) | $472,665.18 | $658,709.32 | 38% | $1,241,96 |
| Department **13 - Information Technology** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 73,500.00 | .00 | 73,500.00 | 5,720.74 | .00 | 28,342.60 | 45,157.40 | 39 | 56,77 |
| 401.103 | Overtime | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 66 |
| 401.106 | Contract Labor | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 3,97 |
| 405.114 | FICA | 5,700.00 | .00 | 5,700.00 | 421.21 | .00 | 2,078.54 | 3,621.46 | 36 | 6,72 |
| 406.116 | Retirement | 9,000.00 | .00 | 9,000.00 | 591.45 | .00 | 3,081.79 | 5,918.21 | 34 | 6,51 |
| 408.125 | SCMIT Worker's Comp Ins. | 290.00 | .00 | 290.00 | .00 | .00 | 166.38 | 123.62 | 57 | 21 |
| 410.001 | Health Claims Cost | 4,441.00 | .00 | 4,441.00 | 547.98 | .00 | 2,796.51 | 1,644.49 | 63 | 4,90 |
| | *Personal Services Totals* | $93,931.00 | $0.00 | $93,931.00 | $7,281.38 | $0.00 | $36,465.82 | $57,465.18 | 39% | $79,77 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 2,223.25 | (223.25) | 111 | 57 |
| 500.102 | Equipment | 10,000.00 | .00 | 10,000.00 | .00 | .00 | 232.19 | 9,767.81 | 2 | 2,98 |
| 500.107 | Technology Supplies | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | |
| | *Supplies Totals* | $12,200.00 | $0.00 | $12,200.00 | $0.00 | $0.00 | $2,455.44 | $9,744.56 | 20% | $3,55 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 700.00 | .00 | 700.00 | 35.10 | .00 | 176.56 | 523.44 | 25 | 60 |
| 610.112 | Postage | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | |
| 610.1110 | Communications- Wireless | 1,000.00 | .00 | 1,000.00 | 96.37 | .00 | 481.84 | 518.16 | 48 | 1,04 |
| 620.114 | Advertising | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 10 |
| 640.124 | Travel Expense | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 405.30 | 594.70 | 41 | 32 |
| 650.127 | Electricity | 3,119.00 | .00 | 3,119.00 | .00 | .00 | 812.72 | 2,306.28 | 26 | 2,85 |
| 650.128 | Water | 349.00 | .00 | 349.00 | .00 | .00 | 137.04 | 211.96 | 39 | 32 |
| 650.129 | Wastewater | 551.00 | .00 | 551.00 | .00 | .00 | 179.92 | 371.08 | 33 | 46 |
| 650.130 | Sanitation | 182.00 | .00 | 182.00 | .00 | .00 | 59.40 | 122.60 | 33 | 17 |
| 650.133 | Stormwater | 121.00 | .00 | 121.00 | .00 | .00 | 39.40 | 81.60 | 33 | 11 |
| 650.134 | Security Lights | 551.00 | .00 | 551.00 | .00 | .00 | 180.00 | 371.00 | 33 | 54 |
| 650.1271 | Electricity- Sales Tax | 104.00 | .00 | 104.00 | .00 | .00 | 33.93 | 70.07 | 33 | 9 |
| 685.180 | Membership Dues and Fees | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 3 |
| 685.182 | Other Operating Expenses | 250.00 | .00 | 250.00 | .00 | .00 | 239.80 | 10.20 | 96 | |
| 685.184 | Continuing Education | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,21 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **13 - Information Technology** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.186 | Training | 500.00 | .00 | 500.00 | .00 | .00 | 180.00 | 320.00 | 36 | 15( |
| 685.1801 | Subscriptions | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | |
| 686.184 | Technology Services | 150,000.00 | .00 | 150,000.00 | 15,416.12 | 108,037.64 | 77,117.08 | (35,154.72) | 123 | 125,81 |
| 686.194 | Other Prof/Tech Services | 10,000.00 | .00 | 10,000.00 | .00 | .00 | 2,831.22 | 7,168.78 | 28 | 22,29 |
| 686.195 | Repair/Maint Svc Contract | 10,000.00 | .00 | 10,000.00 | 21.00 | .00 | 153.20 | 9,846.80 | 2 | 3,59 |
| 686.1895 | Employee wellness services | 245.00 | .00 | 245.00 | 12.06 | .00 | 46.92 | 198.08 | 19 | 19 |
| | *Other Services & Charges Totals* | $178,972.00 | $0.00 | $178,972.00 | $15,580.65 | $108,037.64 | $83,074.33 | ($12,139.97) | 107% | $160,96 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | (296,403.00) | .00 | (296,403.00) | (21,947.54) | .00 | (101,511.71) | (194,891.29) | 34 | (239,881 |
| | *Other Objects Totals* | ($296,403.00) | $0.00 | ($296,403.00) | ($21,947.54) | $0.00 | ($101,511.71) | ($194,891.29) | 34% | ($239,881 |
| *Capital Outlay* | | | | | | | | | | |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 9,61 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $9,61 |
| | Department **13 - Information Technology** Totals | ($11,300.00) | $0.00 | ($11,300.00) | $914.49 | $108,037.64 | $20,483.88 | ($139,821.52) | -1137% | $14,03 |
| Department **14 - Fleet Services** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 127,000.00 | .00 | 127,000.00 | 11,162.01 | .00 | 54,823.65 | 72,176.35 | 43 | 122,75 |
| 401.103 | Overtime | 2,000.00 | .00 | 2,000.00 | (190.46) | .00 | 977.78 | 1,022.22 | 49 | 3,00 |
| 405.114 | FICA | 10,145.00 | .00 | 10,145.00 | 787.01 | .00 | 3,906.96 | 6,238.04 | 39 | 9,02 |
| 406.116 | Retirement | 14,500.00 | .00 | 14,500.00 | 1,120.03 | .00 | 5,976.97 | 8,523.03 | 41 | 13,77 |
| 408.125 | SCMIT Worker's Comp Ins. | 3,380.00 | .00 | 3,380.00 | .00 | .00 | 1,164.62 | 2,215.38 | 34 | 2,53 |
| 410.001 | Health Claims Cost | 30,115.00 | .00 | 30,115.00 | 2,112.50 | .00 | 10,745.11 | 19,369.89 | 36 | 38,00 |
| | *Personal Services Totals* | $187,140.00 | $0.00 | $187,140.00 | $14,991.09 | $0.00 | $77,595.09 | $109,544.91 | 41% | $189,09 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 8,000.00 | .00 | 8,000.00 | 61.32 | .00 | 3,712.66 | 4,287.34 | 46 | 8,35 |
| 500.102 | Equipment | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 604.05 | 895.95 | 40 | 1,26 |
| 500.105 | Printing and Binding | 400.00 | .00 | 400.00 | .00 | .00 | 49.73 | 350.27 | 12 | 38 |
| 501.101 | Uniforms and Clothing | 5,150.00 | .00 | 5,150.00 | 228.51 | .00 | 1,464.48 | 3,685.52 | 28 | 5,73 |
| 515.121 | Safety Supplies | 500.00 | .00 | 500.00 | .00 | .00 | 469.39 | 30.61 | 94 | |
| | *Supplies Totals* | $15,550.00 | $0.00 | $15,550.00 | $289.83 | $0.00 | $6,300.31 | $9,249.69 | 41% | $15,73 |
| *Other Services & Charges* | | | | | | | | | | |
| 610.111 | Communications- Landline | 1,500.00 | .00 | 1,500.00 | 11.70 | .00 | 672.75 | 827.25 | 45 | 1,64 |
| 610.112 | Postage | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | |
| 610.1110 | Communications- Wireless | 800.00 | .00 | 800.00 | 53.13 | .00 | 265.71 | 534.29 | 33 | 63 |
| 640.124 | Travel Expense | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 650.127 | Electricity | 10,520.00 | .00 | 10,520.00 | .00 | .00 | 2,749.02 | 7,770.98 | 26 | 10,92 |
| 650.128 | Water | 710.00 | .00 | 710.00 | .00 | .00 | 134.44 | 575.56 | 19 | 57 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **14 - Fleet Services** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 650.129 | Wastewater | 909.00 | .00 | 909.00 | .00 | .00 | 177.28 | 731.72 | 20 | 73 |
| 650.130 | Sanitation | 452.00 | .00 | 452.00 | .00 | .00 | 147.60 | 304.40 | 33 | 44 |
| 650.133 | Stormwater | 133.00 | .00 | 133.00 | .00 | .00 | 43.36 | 89.64 | 33 | 13 |
| 650.134 | Security Lights | 521.00 | .00 | 521.00 | .00 | .00 | 170.28 | 350.72 | 33 | 51 |
| 650.1271 | Electricity- Sales Tax | 441.00 | .00 | 441.00 | .00 | .00 | 159.84 | 281.16 | 36 | 49 |
| 660.133 | Repairs & Maint. Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,13 |
| 660.139 | Fleet Services Materials | 3,000.00 | .00 | 3,000.00 | 93.75 | .00 | 187.03 | 2,812.97 | 6 | 2,40 |
| 660.145 | Gasoline & Oil | 2,827.00 | .00 | 2,827.00 | 152.44 | .00 | 710.11 | 2,116.89 | 25 | 2,47 |
| 660.1391 | Fleet Services Labor | 1,600.00 | .00 | 1,600.00 | 82.50 | .00 | 288.75 | 1,311.25 | 18 | 1,49 |
| 662.140 | Building Repairs | 8,500.00 | .00 | 8,500.00 | .00 | .00 | .00 | 8,500.00 | 0 | |
| 685.182 | Other Operating Expenses | 150.00 | .00 | 150.00 | .00 | .00 | 53.47 | 96.53 | 36 | 7 |
| 685.186 | Training | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| 685.1801 | Subscriptions | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | |
| 686.189 | Employee Medical | 100.00 | .00 | 100.00 | .00 | .00 | 45.00 | 55.00 | 45 | 16 |
| 686.195 | Repair/Maint Svc Contract | 7,400.00 | .00 | 7,400.00 | .00 | .00 | 591.60 | 6,808.40 | 8 | 6,20 |
| 686.1895 | Employee wellness services | 734.00 | .00 | 734.00 | 84.42 | .00 | 328.40 | 405.60 | 45 | 1,07 |
| 689.900 | Inventory Parts & Supply | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 5,76 |
| | *Other Services & Charges Totals* | $41,297.00 | $0.00 | $41,297.00 | $477.94 | $0.00 | $6,724.64 | $34,572.36 | 16% | $36,87 |
| *Other Objects* | | | | | | | | | | |
| 735.122 | Services Billed | (251,618.00) | .00 | (251,618.00) | (15,758.87) | .00 | (123,398.75) | (128,219.25) | 49 | (228,514 |
| 795.001 | IT Internal Allocations | 7,841.00 | .00 | 7,841.00 | .00 | .00 | .00 | 7,841.00 | 0 | 2,22 |
| | *Other Objects Totals* | ($243,777.00) | $0.00 | ($243,777.00) | ($15,758.87) | $0.00 | ($123,398.75) | ($120,378.25) | 51% | ($226,286 |
| *Capital Outlay* | | | | | | | | | | |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 10,28 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $10,28 |
| | Department **14 - Fleet Services** Totals | $210.00 | $0.00 | $210.00 | ($0.01) | $0.00 | ($32,778.71) | $32,988.71 | -15609% | $25,70 |
| Department **20 - General Government** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 410.001 | Health Claims Cost | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 275.20 | 2,724.80 | 9 | 2,03 |
| 410.002 | Health Claim Costs-Retire | 168,326.00 | .00 | 168,326.00 | 2,639.11 | .00 | 13,391.29 | 154,934.71 | 8 | 181,07 |
| | *Personal Services Totals* | $171,326.00 | $0.00 | $171,326.00 | $2,639.11 | $0.00 | $13,666.49 | $157,659.51 | 8% | $183,10 |
| *Supplies* | | | | | | | | | | |
| 500.103 | Furniture | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 510.106 | Cleaning & Sanitation Sup | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 1,351.95 | 648.05 | 68 | 1,75 |
| | *Supplies Totals* | $3,000.00 | $0.00 | $3,000.00 | $0.00 | $0.00 | $1,351.95 | $1,648.05 | 45% | $1,75 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0010 - General Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **20 - General Government** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 215,000.00 | .00 | 215,000.00 | 6,242.84 | .00 | 126,912.27 | 88,087.73 | 59 | 189,02 |
| 600.112 | Survivors Health Ins | 8,000.00 | .00 | 8,000.00 | 14.72 | .00 | 127.20 | 7,872.80 | 2 | 5,36 |
| 600.1051 | Employee Wellness &Safety | 21,300.00 | .00 | 21,300.00 | 625.99 | .00 | 2,436.15 | 18,863.85 | 11 | 23,30 |
| 600.1052 | Unemployment Insurance | 7,000.00 | .00 | 7,000.00 | .00 | .00 | .00 | 7,000.00 | 0 | |
| 620.114 | Advertising | 200.00 | .00 | 200.00 | .00 | .00 | 130.00 | 70.00 | 65 | |
| 650.128 | Water | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 650.133 | Stormwater | 804.00 | .00 | 804.00 | .00 | .00 | 262.84 | 541.16 | 33 | 78 |
| 660.133 | Repairs & Maint. Services | 23,500.00 | .00 | 23,500.00 | 681.77 | 3,431.65 | 2,415.12 | 17,653.23 | 25 | 21,82 |
| 662.140 | Building Repairs | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | |
| 685.180 | Membership Dues and Fees | 3,500.00 | .00 | 3,500.00 | .00 | 2,941.41 | 1,004.00 | (445.41) | 113 | 2,94 |
| 685.182 | Other Operating Expenses | 15,000.00 | .00 | 15,000.00 | 1,074.62 | .00 | 3,744.78 | 11,255.22 | 25 | 15,39 |
| 685.187 | Special Projects | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 9,07 |
| 686.186 | Legal Services | 50,000.00 | .00 | 50,000.00 | 1,588.39 | 8,459.04 | 12,232.21 | 29,308.75 | 41 | 65,56 |
| 686.187 | Professional Services | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 749.00 | 4,251.00 | 15 | 19,05 |
| 686.189 | Employee Medical | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| 686.190 | Consulting Services | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 1,35 |
| 686.192 | Elections | 6,500.00 | .00 | 6,500.00 | 5,631.92 | .00 | 6,893.64 | (393.64) | 106 | 5,16 |
| 686.194 | Other Prof/Tech Services | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 19,20 |
| 686.195 | Repair/Maint Svc Contract | 21,000.00 | .00 | 21,000.00 | 1,598.53 | .00 | 7,397.30 | 13,602.70 | 35 | 20,24 |
| 686.1871 | Audit Services | 35,000.00 | .00 | 35,000.00 | .00 | 25,600.00 | 9,000.00 | 400.00 | 99 | 33,65 |
| 686.1895 | Employee wellness services | 4,406.00 | .00 | 4,406.00 | .00 | .00 | .00 | 4,406.00 | 0 | 2,55 |
| | *Other Services & Charges Totals* | $431,460.00 | $0.00 | $431,460.00 | $17,458.78 | $40,432.10 | $173,304.51 | $217,723.39 | 50% | $434,51 |
| *Other Objects* | | | | | | | | | | |
| 700.105 | Matched Expenses | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,32 |
| 795.995 | GF Cost Distribution | (112,788.00) | .00 | (112,788.00) | .00 | .00 | .00 | (112,788.00) | 0 | (105,909 |
| | *Other Objects Totals* | ($112,788.00) | $0.00 | ($112,788.00) | $0.00 | $0.00 | $0.00 | ($112,788.00) | 0% | ($92,585 |
| *Capital Outlay* | | | | | | | | | | |
| 900.3000 | Buildings & Improvements | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | |
| | *Capital Outlay Totals* | $5,000.00 | $0.00 | $5,000.00 | $0.00 | $0.00 | $0.00 | $5,000.00 | 0% | $( |
| | Department **20 - General Government** Totals | $497,998.00 | $0.00 | $497,998.00 | $20,097.89 | $40,432.10 | $188,322.95 | $269,242.95 | 46% | $526,78 |
| | EXPENSE TOTALS | $13,294,288.00 | $0.00 | $13,294,288.00 | $662,111.89 | $240,852.11 | $3,619,976.51 | $9,433,459.38 | 29% | $8,875,24 |
| | Fund **0010 - General Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 13,298,288.00 | .00 | 13,298,288.00 | 137,045.49 | .00 | 547,285.67 | 12,751,002.33 | 4 | 8,651,08 |
| | EXPENSE TOTALS | 13,294,288.00 | .00 | 13,294,288.00 | 662,111.89 | 240,852.11 | 3,619,976.51 | 9,433,459.38 | 29 | 8,875,24 |
| | Fund **0010 - General Fund** Totals | $4,000.00 | $0.00 | $4,000.00 | ($525,066.40) | ($240,852.11) | ($3,072,690.84) | $3,317,542.95 | | ($224,158 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0011 - Debt Service** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Property Taxes* | | | | | | | | | | |
| 311.002 | Property Taxes -Debt Mill | .00 | .00 | .00 | 1.50 | .00 | 7.74 | (7.74) | +++ | 1,50 |
| | *Property Taxes Totals* | $0.00 | $0.00 | $0.00 | $1.50 | $0.00 | $7.74 | ($7.74) | +++ | $1,50 |
| | Department **00 - Revenue** Totals | $0.00 | $0.00 | $0.00 | $1.50 | $0.00 | $7.74 | ($7.74) | +++ | $1,50 |
| | REVENUE TOTALS | $0.00 | $0.00 | $0.00 | $1.50 | $0.00 | $7.74 | ($7.74) | +++ | $1,50 |
| | Fund **0011 - Debt Service** Totals | | | | | | | | | |
| | REVENUE TOTALS | .00 | .00 | .00 | 1.50 | .00 | 7.74 | (7.74) | +++ | 1,50 |
| | EXPENSE TOTALS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | |
| | Fund **0011 - Debt Service** Totals | $0.00 | $0.00 | $0.00 | $1.50 | $0.00 | $7.74 | ($7.74) | | $1,50 |
| Fund **0012 - Capital Projects Reserve Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Transfers In* | | | | | | | | | | |
| 392.004 | From General Fund | 664,050.00 | .00 | 664,050.00 | .00 | .00 | .00 | 664,050.00 | 0 | |
| | *Operating Transfers In Totals* | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $0.00 | $0.00 | $664,050.00 | 0% | $( |
| | Department **00 - Revenue** Totals | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $0.00 | $0.00 | $664,050.00 | 0% | $( |
| | REVENUE TOTALS | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $0.00 | $0.00 | $664,050.00 | 0% | $( |
| EXPENSE | | | | | | | | | | |
| Department **26 - Special Projects** | | | | | | | | | | |
| *Capital Outlay* | | | | | | | | | | |
| 900.903 | Sidewalk Program | 75,000.00 | .00 | 75,000.00 | .00 | .00 | 44,703.12 | 30,296.88 | 60 | |
| 900.904 | Street Re-Surfacing Program | 50,000.00 | .00 | 50,000.00 | .00 | .00 | .00 | 50,000.00 | 0 | |
| 900.4100 | Vehicles | 128,584.00 | .00 | 128,584.00 | .00 | .00 | .00 | 128,584.00 | 0 | |
| 900.4300 | Other Equipment | 260,466.00 | .00 | 260,466.00 | .00 | 170,567.12 | 24,175.95 | 65,722.93 | 75 | |
| 900.9002 | Harborwalk Fire Protection | 150,000.00 | .00 | 150,000.00 | .00 | .00 | .00 | 150,000.00 | 0 | |
| | *Capital Outlay Totals* | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $170,567.12 | $68,879.07 | $424,603.81 | 36% | $( |
| | Department **26 - Special Projects** Totals | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $170,567.12 | $68,879.07 | $424,603.81 | 36% | $( |
| | EXPENSE TOTALS | $664,050.00 | $0.00 | $664,050.00 | $0.00 | $170,567.12 | $68,879.07 | $424,603.81 | 36% | $( |
| | Fund **0012 - Capital Projects Reserve Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 664,050.00 | .00 | 664,050.00 | .00 | .00 | .00 | 664,050.00 | 0 | |
| | EXPENSE TOTALS | 664,050.00 | .00 | 664,050.00 | .00 | 170,567.12 | 68,879.07 | 424,603.81 | 36 | |
| | Fund **0012 - Capital Projects Reserve Fund** Totals | $0.00 | $0.00 | $0.00 | $0.00 | ($170,567.12) | ($68,879.07) | $239,446.19 | | $( |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0015 - Agency Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Investment Earnings* | | | | | | | | | | |
| 361.001 | Investment Earnings | .00 | .00 | .00 | .00 | .00 | 37.22 | (37.22) | +++ | 7 |
| | *Investment Earnings Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $37.22 | ($37.22) | +++ | $7 |
| | Department **00 - Revenue** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $37.22 | ($37.22) | +++ | $7 |
| | REVENUE TOTALS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $37.22 | ($37.22) | +++ | $7 |
| | Fund **0015 - Agency Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | .00 | .00 | .00 | .00 | .00 | 37.22 | (37.22) | +++ | 7 |
| | EXPENSE TOTALS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | |
| | Fund **0015 - Agency Fund** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $37.22 | ($37.22) | | $7 |
| Fund **0016 - Firemen's Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Miscellaneous* | | | | | | | | | | |
| 369.001 | Insurance Rebate | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 26,81 |
| | *Miscellaneous Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $26,81 |
| | Department **00 - Revenue** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $26,81 |
| | REVENUE TOTALS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $26,81 |
| EXPENSE | | | | | | | | | | |
| Department **02 - Firemen's Fund** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 406.120 | Retirement-Contribution | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 20,00 |
| | *Personal Services Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $20,00 |
| *Other Services & Charges* | | | | | | | | | | |
| 685.182 | Other Operating Expenses | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 3,34 |
| | *Other Services & Charges Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $3,34 |
| | Department **02 - Firemen's Fund** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $23,34 |
| | EXPENSE TOTALS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $23,34 |
| | Fund **0016 - Firemen's Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 26,81 |
| | EXPENSE TOTALS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 23,34 |
| | Fund **0016 - Firemen's Fund** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | | $3,46 |
| Fund **0017 - Federal Grants** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Federal Grants* | | | | | | | | | | |
| 331.000 | Federal Grants | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 1,814.17 | 185.83 | 91 | 76,42 |

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# Budget Performance Report

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Exclude Rollup Accou

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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 T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0017 - Federal Grants** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| | *Federal Grants Totals* | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $1,814.17 | $185.83 | 91% | $76,42 |
| *Miscellaneous* | | | | | | | | | | |
| 331.020 | Prog. Income-Other | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,17 |
| | *Miscellaneous Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $1,17 |
| *City Funding* | | | | | | | | | | |
| 331.069 | Match Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,32 |
| | *City Funding Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $13,32 |
| | Department **00 - Revenue** Totals | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $1,814.17 | $185.83 | 91% | $90,92 |
| | REVENUE TOTALS | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $1,814.17 | $185.83 | 91% | $90,92 |
| EXPENSE | | | | | | | | | | |
| Department **69 - Federal Grants** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 6,42 |
| | *Supplies Totals* | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $0.00 | $2,000.00 | 0% | $6,42 |
| *Capital Outlay* | | | | | | | | | | |
| 900.1000 | Infrastructure Improvemts | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 131,36 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $131,36 |
| | Department **69 - Federal Grants** Totals | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $0.00 | $2,000.00 | 0% | $137,78 |
| | EXPENSE TOTALS | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $0.00 | $2,000.00 | 0% | $137,78 |
| | Fund **0017 - Federal Grants** Totals | | | | | | | | | |
| | REVENUE TOTALS | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 1,814.17 | 185.83 | 91 | 90,92 |
| | EXPENSE TOTALS | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 137,78 |
| | Fund **0017 - Federal Grants** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $1,814.17 | ($1,814.17) | | ($46,858 |
| Fund **0018 - State and Local Grants** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *City Funding* | | | | | | | | | | |
| 331.069 | Match Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,99 |
| | *City Funding Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $1,99 |
| *Local Grants* | | | | | | | | | | |
| 332.008 | Other Local Grants | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | 1,99 |
| | *Local Grants Totals* | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $1,99 |
| | Department **00 - Revenue** Totals | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $3,99 |
| | REVENUE TOTALS | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $3,99 |

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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 T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0018 - State and Local Grants** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **70 - State and Local Grants** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | 3,99 |
| | *Supplies Totals* | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $3,99 |
| | Department **70 - State and Local Grants** Totals | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $3,99 |
| | EXPENSE TOTALS | $6,000.00 | $0.00 | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0% | $3,99 |
| | Fund **0018 - State and Local Grants** Totals | | | | | | | | | |
| | REVENUE TOTALS | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | 3,99 |
| | EXPENSE TOTALS | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | 3,99 |
| | Fund **0018 - State and Local Grants** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | | $( |
| Fund **0020 - State Accommodations Tax** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *State Shared* | | | | | | | | | | |
| 318.001 | Accommodations Tax | 100,000.00 | .00 | 100,000.00 | 33,709.62 | .00 | 33,709.62 | 66,290.38 | 34 | 121,24 |
| | *State Shared Totals* | $100,000.00 | $0.00 | $100,000.00 | $33,709.62 | $0.00 | $33,709.62 | $66,290.38 | 34% | $121,24 |
| *Investment Earnings* | | | | | | | | | | |
| 361.001 | Investment Earnings | 60.00 | .00 | 60.00 | .00 | .00 | 63.30 | (3.30) | 106 | 9 |
| | *Investment Earnings Totals* | $60.00 | $0.00 | $60.00 | $0.00 | $0.00 | $63.30 | ($3.30) | 106% | $9 |
| | Department **00 - Revenue** Totals | $100,060.00 | $0.00 | $100,060.00 | $33,709.62 | $0.00 | $33,772.92 | $66,287.08 | 34% | $121,33 |
| | REVENUE TOTALS | $100,060.00 | $0.00 | $100,060.00 | $33,709.62 | $0.00 | $33,772.92 | $66,287.08 | 34% | $121,33 |
| EXPENSE | | | | | | | | | | |
| Department **33 - State Accommodations Tax** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 620.114 | Advertising | 1,060.00 | .00 | 1,060.00 | .00 | .00 | 104.00 | 956.00 | 10 | 5 |
| 683.173 | Tourism Related | 43,000.00 | .00 | 43,000.00 | .00 | .00 | 10,999.20 | 32,000.80 | 26 | 33,35 |
| 683.174 | Tourism Advertise/Promote | 31,000.00 | .00 | 31,000.00 | .00 | .00 | .00 | 31,000.00 | 0 | 29,27 |
| | *Other Services & Charges Totals* | $75,060.00 | $0.00 | $75,060.00 | $0.00 | $0.00 | $11,103.20 | $63,956.80 | 15% | $62,68 |
| *Other Objects* | | | | | | | | | | |
| 750.124 | Transfers to General Fund | 25,000.00 | .00 | 25,000.00 | .00 | .00 | 25,435.48 | (435.48) | 102 | 29,78 |
| | *Other Objects Totals* | $25,000.00 | $0.00 | $25,000.00 | $0.00 | $0.00 | $25,435.48 | ($435.48) | 102% | $29,78 |
| | Department **33 - State Accommodations Tax** Totals | $100,060.00 | $0.00 | $100,060.00 | $0.00 | $0.00 | $36,538.68 | $63,521.32 | 37% | $92,46 |
| | EXPENSE TOTALS | $100,060.00 | $0.00 | $100,060.00 | $0.00 | $0.00 | $36,538.68 | $63,521.32 | 37% | $92,46 |
| | Fund **0020 - State Accommodations Tax** Totals | | | | | | | | | |
| | REVENUE TOTALS | 100,060.00 | .00 | 100,060.00 | 33,709.62 | .00 | 33,772.92 | 66,287.08 | 34 | 121,33 |
| | EXPENSE TOTALS | 100,060.00 | .00 | 100,060.00 | .00 | .00 | 36,538.68 | 63,521.32 | 37 | 92,46 |
| | Fund **0020 - State Accommodations Tax** Totals | $0.00 | $0.00 | $0.00 | $33,709.62 | $0.00 | ($2,765.76) | $2,765.76 | | $28,86 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0022 - Local Hospitality/ATax** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Fees* | | | | | | | | | | |
| 324.001 | Hospitality Fee | 600,000.00 | .00 | 600,000.00 | 48,565.17 | .00 | 291,034.35 | 308,965.65 | 49 | 669,628 |
| 324.002 | Accommodation Fees | 150,000.00 | .00 | 150,000.00 | 17,094.99 | .00 | 93,325.85 | 56,674.15 | 62 | 192,46( |
| | *Fees Totals* | $750,000.00 | $0.00 | $750,000.00 | $65,660.16 | $0.00 | $384,360.20 | $365,639.80 | 51% | $862,09! |
| *Federal Grants* | | | | | | | | | | |
| 331.000 | Federal Grants | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,67 |
| | *Federal Grants Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $13,67 |
| *Investment Earnings* | | | | | | | | | | |
| 361.001 | Investment Earnings | 1,200.00 | .00 | 1,200.00 | .00 | .00 | 1,467.80 | (267.80) | 122 | 2,68 |
| | *Investment Earnings Totals* | $1,200.00 | $0.00 | $1,200.00 | $0.00 | $0.00 | $1,467.80 | ($267.80) | 122% | $2,68 |
| *Miscellaneous* | | | | | | | | | | |
| 369.002 | Miscellaneous Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (1 |
| | *Miscellaneous Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | ($1 |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 983,077.00 | .00 | 983,077.00 | .00 | .00 | .00 | 983,077.00 | 0 | |
| | *Operating Transfers In Totals* | $983,077.00 | $0.00 | $983,077.00 | $0.00 | $0.00 | $0.00 | $983,077.00 | 0% | $( |
| | Department **00 - Revenue** Totals | $1,734,277.00 | $0.00 | $1,734,277.00 | $65,660.16 | $0.00 | $385,828.00 | $1,348,449.00 | 22% | $878,45 |
| | REVENUE TOTALS | $1,734,277.00 | $0.00 | $1,734,277.00 | $65,660.16 | $0.00 | $385,828.00 | $1,348,449.00 | 22% | $878,45 |
| EXPENSE | | | | | | | | | | |
| Department **08 - Winyah Auditorium** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 650.127 | Electricity | 6,921.00 | .00 | 6,921.00 | .00 | .00 | 2,382.73 | 4,538.27 | 34 | 6,81 |
| | *Other Services & Charges Totals* | $6,921.00 | $0.00 | $6,921.00 | $0.00 | $0.00 | $2,382.73 | $4,538.27 | 34% | $6,81 |
| *Other Objects* | | | | | | | | | | |
| 750.133 | Trsf to Winyah Aud Fund | 35,000.00 | .00 | 35,000.00 | .00 | .00 | .00 | 35,000.00 | 0 | |
| | *Other Objects Totals* | $35,000.00 | $0.00 | $35,000.00 | $0.00 | $0.00 | $0.00 | $35,000.00 | 0% | $( |
| | Department **08 - Winyah Auditorium** Totals | $41,921.00 | $0.00 | $41,921.00 | $0.00 | $0.00 | $2,382.73 | $39,538.27 | 6% | $6,81 |
| Department **23 - Old Hospitality Fees** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 683.174 | Tourism Advertise/Promote | 30,000.00 | .00 | 30,000.00 | .00 | .00 | .00 | 30,000.00 | 0 | |
| 685.182 | Other Operating Expenses | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 941.62 | 4,058.38 | 19 | 3,16 |
| 685.187 | Special Projects | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 72,03 |
| 685.1871 | Way-finding project | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 171.20 | 828.80 | 17 | |
| | *Other Services & Charges Totals* | $36,000.00 | $0.00 | $36,000.00 | $0.00 | $0.00 | $1,112.82 | $34,887.18 | 3% | $75,20( |
| *Other Objects* | | | | | | | | | | |
| 750.124 | Transfers to General Fund | 108,000.00 | .00 | 108,000.00 | .00 | .00 | .00 | 108,000.00 | 0 | 108,00( |
| | *Other Objects Totals* | $108,000.00 | $0.00 | $108,000.00 | $0.00 | $0.00 | $0.00 | $108,000.00 | 0% | $108,00( |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0022 - Local Hospitality/ATax** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **23 - Old Hospitality Fees** | | | | | | | | | | |
| *Capital Outlay* | | | | | | | | | | |
| 900.1000 | Infrastructure Improvemts | 20,000.00 | .00 | 20,000.00 | .00 | .00 | .00 | 20,000.00 | 0 | |
| 900.6000 | Other Improvements | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 77,17 |
| | *Capital Outlay Totals* | $20,000.00 | $0.00 | $20,000.00 | $0.00 | $0.00 | $0.00 | $20,000.00 | 0% | $77,17 |
| | Department **23 - Old Hospitality Fees** Totals | $164,000.00 | $0.00 | $164,000.00 | $0.00 | $0.00 | $1,112.82 | $162,887.18 | 1% | $260,37 |
| Department **24 - New Hospitality Fees** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 683.174 | Tourism Advertise/Promote | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 1,000.00 | 29,000.00 | 3 | 25,00 |
| 685.180 | Membership Dues and Fees | .00 | 17,500.00 | 17,500.00 | .00 | .00 | .00 | 17,500.00 | 0 | |
| 685.182 | Other Operating Expenses | 21,500.00 | .00 | 21,500.00 | 138.00 | .00 | 20,579.59 | 920.41 | 96 | 22,30 |
| 685.187 | Special Projects | .00 | .00 | .00 | 5,163.80 | (29,312.25) | 5,163.80 | 24,148.45 | +++ | 50,26 |
| 686.195 | Repair/Maint Svc Contract | 24,000.00 | .00 | 24,000.00 | 2,024.00 | .00 | 9,946.43 | 14,053.57 | 41 | 20,40 |
| | *Other Services & Charges Totals* | $75,500.00 | $17,500.00 | $93,000.00 | $7,325.80 | ($29,312.25) | $36,689.82 | $85,622.43 | 8% | $117,96 |
| *Capital Outlay* | | | | | | | | | | |
| 900.905 | Park Improvements | 1,250,000.00 | .00 | 1,250,000.00 | 6,517.20 | 15,407.75 | 20,342.95 | 1,214,249.30 | 3 | |
| | *Capital Outlay Totals* | $1,250,000.00 | $0.00 | $1,250,000.00 | $6,517.20 | $15,407.75 | $20,342.95 | $1,214,249.30 | 3% | $( |
| | Department **24 - New Hospitality Fees** Totals | $1,325,500.00 | $17,500.00 | $1,343,000.00 | $13,843.00 | ($13,904.50) | $57,032.77 | $1,299,871.73 | 3% | $117,96 |
| Department **29 - Kaminski House** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | |
| 650.127 | Electricity | 2,743.00 | .00 | 2,743.00 | .00 | .00 | 920.84 | 1,822.16 | 34 | 3,00 |
| 650.1271 | Electricity- Sales Tax | 113.00 | .00 | 113.00 | .00 | .00 | 38.74 | 74.26 | 34 | 12 |
| 685.182 | Other Operating Expenses | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,54 |
| 687.203 | Contract Services | 190,000.00 | .00 | 190,000.00 | .00 | .00 | 95,000.00 | 95,000.00 | 50 | 190,00 |
| | *Other Services & Charges Totals* | $202,856.00 | $0.00 | $202,856.00 | $0.00 | $0.00 | $95,959.58 | $106,896.42 | 47% | $194,67 |
| | Department **29 - Kaminski House** Totals | $202,856.00 | $0.00 | $202,856.00 | $0.00 | $0.00 | $95,959.58 | $106,896.42 | 47% | $194,67 |
| | EXPENSE TOTALS | $1,734,277.00 | $17,500.00 | $1,751,777.00 | $13,843.00 | ($13,904.50) | $156,487.90 | $1,609,193.60 | 8% | $579,83 |
| | Fund **0022 - Local Hospitality/ATax** Totals | | | | | | | | | |
| | REVENUE TOTALS | 1,734,277.00 | .00 | 1,734,277.00 | 65,660.16 | .00 | 385,828.00 | 1,348,449.00 | 22 | 878,45 |
| | EXPENSE TOTALS | 1,734,277.00 | 17,500.00 | 1,751,777.00 | 13,843.00 | (13,904.50) | 156,487.90 | 1,609,193.60 | 8 | 579,83 |
| | Fund **0022 - Local Hospitality/ATax** Totals | $0.00 | ($17,500.00) | ($17,500.00) | $51,817.16 | $13,904.50 | $229,340.10 | ($260,744.60) | | $298,62 |
| Fund **0030 - Electric Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 301.000 | Sale Of Utilities | 13,550,000.00 | .00 | 13,550,000.00 | 835,099.93 | .00 | 5,393,596.13 | 8,156,403.87 | 40 | 12,639,72 |
| 301.002 | New Turn Ons | 6,000.00 | .00 | 6,000.00 | 255.00 | .00 | 1,730.00 | 4,270.00 | 29 | 4,22 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0030 - Electric Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 301.004 | Security Lights | 275,000.00 | .00 | 275,000.00 | 21,818.00 | .00 | 109,086.00 | 165,914.00 | 40 | 264,86 |
| 301.012 | Restores | 8,500.00 | .00 | 8,500.00 | 300.00 | .00 | 3,600.00 | 4,900.00 | 42 | 7,95( |
| 302.001 | Penalties | 150,000.00 | .00 | 150,000.00 | 1,376.96 | .00 | 60,472.29 | 89,527.71 | 40 | 150,76 |
| 302.002 | Pole Rental | 157,700.00 | .00 | 157,700.00 | .00 | .00 | 3,072.48 | 154,627.52 | 2 | 157,70 |
| 302.003 | Fiber Rental | 25,700.00 | .00 | 25,700.00 | 7,521.00 | .00 | 19,063.00 | 6,637.00 | 74 | 35,68 |
| | *Operating Revenues Totals* | $14,172,900.00 | $0.00 | $14,172,900.00 | $866,370.89 | $0.00 | $5,590,619.90 | $8,582,280.10 | 39% | $13,260,91 |
| *Miscellaneous* | | | | | | | | | | |
| 301.001 | Revenue from Energu Efficiency Program | .00 | .00 | .00 | 2,409.53 | .00 | 24,841.39 | (24,841.39) | +++ | 8,87 |
| 307.002 | Sale Of Scrap | 1,500.00 | .00 | 1,500.00 | 40.50 | .00 | 337.10 | 1,162.90 | 22 | 2,35 |
| 369.002 | Miscellaneous Revenue | 3,000.00 | .00 | 3,000.00 | 308.34 | .00 | 1,934.95 | 1,065.05 | 64 | 15,31 |
| | *Miscellaneous Totals* | $4,500.00 | $0.00 | $4,500.00 | $2,758.37 | $0.00 | $27,113.44 | ($22,613.44) | 603% | $26,55 |
| *Investment Earnings* | | | | | | | | | | |
| 306.001 | Investment Earnings | 10,000.00 | .00 | 10,000.00 | .37 | .00 | 5,692.18 | 4,307.82 | 57 | 11,04 |
| 361.003 | Fv Chg In Investments | .00 | .00 | .00 | .47 | .00 | (4.17) | 4.17 | +++ | (13 |
| | *Investment Earnings Totals* | $10,000.00 | $0.00 | $10,000.00 | $0.84 | $0.00 | $5,688.01 | $4,311.99 | 57% | $11,02 |
| *Federal Grants* | | | | | | | | | | |
| 335.004 | Fema Recovery | .00 | .00 | .00 | 6,867.11 | .00 | 6,867.11 | (6,867.11) | +++ | 82,40 |
| | *Federal Grants Totals* | $0.00 | $0.00 | $0.00 | $6,867.11 | $0.00 | $6,867.11 | ($6,867.11) | +++ | $82,40 |
| *Sale of Assets* | | | | | | | | | | |
| 391.001 | Sale of Assets | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 4,22 |
| | *Sale of Assets Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $4,22 |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | (897,739.00) | .00 | (897,739.00) | .00 | .00 | .00 | (897,739.00) | 0 | |
| | *Operating Transfers In Totals* | ($897,739.00) | $0.00 | ($897,739.00) | $0.00 | $0.00 | $0.00 | ($897,739.00) | 0% | $( |
| | Department **00 - Revenue** Totals | $13,289,661.00 | $0.00 | $13,289,661.00 | $875,997.21 | $0.00 | $5,630,288.46 | $7,659,372.54 | 42% | $13,385,12 |
| | REVENUE TOTALS | $13,289,661.00 | $0.00 | $13,289,661.00 | $875,997.21 | $0.00 | $5,630,288.46 | $7,659,372.54 | 42% | $13,385,12 |
| EXPENSE | | | | | | | | | | |
| Department **19 - Electric** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 592,000.00 | .00 | 592,000.00 | 48,076.94 | .00 | 239,109.11 | 352,890.89 | 40 | 570,75 |
| 401.103 | Overtime | 20,000.00 | .00 | 20,000.00 | 3,098.71 | .00 | 11,725.97 | 8,274.03 | 59 | 18,22 |
| 401.106 | Contract Labor | 140,000.00 | .00 | 140,000.00 | 23,200.00 | 47,200.00 | 92,800.00 | .00 | 100 | |
| 401.107 | Labor Billed | .00 | .00 | .00 | .00 | .00 | (443.79) | 443.79 | +++ | (335 |
| 405.114 | FICA | 44,250.00 | .00 | 44,250.00 | 3,660.03 | .00 | 17,937.32 | 26,312.68 | 41 | 43,38 |
| 406.116 | Retirement | 60,910.00 | .00 | 60,910.00 | 5,148.16 | .00 | 26,783.83 | 34,126.17 | 44 | 61,40 |
| 408.125 | SCMIT Worker's Comp Ins. | 33,750.00 | .00 | 33,750.00 | 22.00 | .00 | 13,285.19 | 20,464.81 | 39 | 33,78 |
| 410.001 | Health Claims Cost | 120,337.00 | .00 | 120,337.00 | 7,565.26 | .00 | 38,756.99 | 81,580.01 | 32 | 150,50 |

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# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0030 - Electric Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **19 - Electric** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 410.002 | Health Claim Costs-Retire | 19,293.00 | .00 | 19,293.00 | 2,386.00 | .00 | 12,228.02 | 7,064.98 | 63 | 20,90 |
| 410.003 | OPEB cost | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | 7,41 |
| | *Personal Services Totals* | $1,040,540.00 | $0.00 | $1,040,540.00 | $93,157.10 | $47,200.00 | $452,182.64 | $541,157.36 | 48% | $906,05 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 15,300.00 | .00 | 15,300.00 | 1,081.37 | .00 | 7,300.36 | 7,999.64 | 48 | 13,83 |
| 500.102 | Equipment | 11,500.00 | .00 | 11,500.00 | .00 | .00 | .00 | 11,500.00 | 0 | 28,13 |
| 500.103 | Furniture | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 500.105 | Printing and Binding | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | |
| 501.101 | Uniforms and Clothing | 12,600.00 | .00 | 12,600.00 | 118.90 | .00 | 3,387.71 | 9,212.29 | 27 | 13,85 |
| 514.114 | Wire Expense | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 1,897.73 | 6,102.27 | 24 | 5,04 |
| 514.115 | Christmas Decorations | 9,000.00 | .00 | 9,000.00 | 2,207.30 | .00 | 2,269.87 | 6,730.13 | 25 | 7,50 |
| 514.116 | Pole Line Hardware | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 2,336.21 | 5,663.79 | 29 | 1,57 |
| 514.117 | Poles & Crossarms | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 435.00 | 3,565.00 | 11 | 47 |
| 514.118 | Fuel for Peak Shaving Generation | .00 | 70,000.00 | 70,000.00 | 7,656.72 | .00 | 26,240.67 | 43,759.33 | 37 | |
| 515.123 | Special Dept Supplies | 12,000.00 | .00 | 12,000.00 | 2,261.55 | .00 | 6,386.63 | 5,613.37 | 53 | 13,74 |
| 521.128 | Meter Supplies | 18,000.00 | .00 | 18,000.00 | 5.54 | .00 | 24,098.18 | (6,098.18) | 134 | 9,17 |
| 523.133 | Street Light Supplies | 21,000.00 | .00 | 21,000.00 | .00 | .00 | 4,156.27 | 16,843.73 | 20 | 25,05 |
| 531.143 | Security Lights | 14,000.00 | .00 | 14,000.00 | 226.10 | .00 | 8,432.25 | 5,567.75 | 60 | 18,12 |
| 531.145 | Transformer Supplies | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 1,827.00 | 6,173.00 | 23 | 13,11 |
| 540.150 | Power Purchases | 9,000,000.00 | .00 | 9,000,000.00 | .00 | .00 | 2,903,929.87 | 6,096,070.13 | 32 | 8,781,12 |
| | *Supplies Totals* | $9,143,000.00 | $70,000.00 | $9,213,000.00 | $13,557.48 | $0.00 | $2,992,697.75 | $6,220,302.25 | 32% | $8,930,77 |
| *Other Services & Charges* | | | | | | | | | | |
| 540.153 | Energy Efficiency Program | 5,500.00 | .00 | 5,500.00 | .00 | .00 | 32,031.90 | (26,531.90) | 582 | 22,91 |
| 600.110 | SCMIRF Property/Liab Ins | 325,000.00 | .00 | 325,000.00 | .00 | .00 | 113,884.57 | 211,115.43 | 35 | 223,26 |
| 610.111 | Communications- Landline | 5,000.00 | .00 | 5,000.00 | 188.41 | .00 | 1,758.42 | 3,241.58 | 35 | 4,99 |
| 610.112 | Postage | 1,000.00 | .00 | 1,000.00 | 87.04 | .00 | 786.92 | 213.08 | 79 | 2,77 |
| 610.1110 | Communications- Wireless | 8,500.00 | .00 | 8,500.00 | 1,251.88 | .00 | 3,471.43 | 5,028.57 | 41 | 7,26 |
| 620.114 | Advertising | 600.00 | .00 | 600.00 | .00 | .00 | 30.55 | 569.45 | 5 | 68 |
| 640.124 | Travel Expense | 4,800.00 | .00 | 4,800.00 | .00 | .00 | 637.95 | 4,162.05 | 13 | 1,83 |
| 650.127 | Electricity | 24,885.00 | .00 | 24,885.00 | .00 | .00 | 7,094.24 | 17,790.76 | 29 | 23,57 |
| 650.128 | Water | 1,228.00 | .00 | 1,228.00 | .00 | .00 | 367.18 | 860.82 | 30 | 1,21 |
| 650.129 | Wastewater | 1,706.00 | .00 | 1,706.00 | .00 | .00 | 513.08 | 1,192.92 | 30 | 1,68 |
| 650.130 | Sanitation | 2,064.00 | .00 | 2,064.00 | .00 | .00 | 674.64 | 1,389.36 | 33 | 2,02 |
| 650.133 | Stormwater | 531.00 | .00 | 531.00 | .00 | .00 | 173.52 | 357.48 | 33 | 52 |
| 650.134 | Security Lights | 12,004.00 | .00 | 12,004.00 | .00 | .00 | 3,396.00 | 8,608.00 | 28 | 10,97 |
| 650.1271 | Electricity- Sales Tax | 2,098.00 | .00 | 2,098.00 | 77.80 | .00 | 569.36 | 1,528.64 | 27 | 3,60 |
| 660.133 | Repairs & Maint. Services | 35,300.00 | .00 | 35,300.00 | 354.53 | .00 | 882.21 | 34,417.79 | 2 | 7,86 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0030 - Electric Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **19 - Electric** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 660.139 | Fleet Services Materials | 20,000.00 | .00 | 20,000.00 | 707.59 | .00 | 7,128.31 | 12,871.69 | 36 | 20,52 |
| 660.140 | Hydraulic Repair | 12,000.00 | .00 | 12,000.00 | .00 | .00 | 2,428.62 | 9,571.38 | 20 | 3,51 |
| 660.145 | Gasoline & Oil | 29,498.00 | .00 | 29,498.00 | 911.01 | .00 | 7,428.27 | 22,069.73 | 25 | 24,34 |
| 660.1391 | Fleet Services Labor | 22,619.00 | .00 | 22,619.00 | 1,658.68 | .00 | 10,015.82 | 12,603.18 | 44 | 19,12 |
| 662.140 | Building Repairs | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | |
| 663.145 | Sub-Station Maintenance | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 7 |
| 663.146 | Transformers Repairs | 6,000.00 | .00 | 6,000.00 | 3,290.36 | .00 | 3,320.36 | 2,679.64 | 55 | |
| 664.101 | Community Education | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | |
| 670.156 | Equipment Rental/Lease | 4,700.00 | .00 | 4,700.00 | 215.69 | .00 | 1,011.72 | 3,688.28 | 22 | 3,38 |
| 670.157 | Equipment Lease | .00 | 300,000.00 | 300,000.00 | 26,080.34 | .00 | 104,321.36 | 195,678.64 | 35 | |
| 682.170 | Infrared Test | 800.00 | .00 | 800.00 | .00 | .00 | 565.00 | 235.00 | 71 | 56 |
| 682.171 | Safety Testing/Compliance | 3,500.00 | .00 | 3,500.00 | 925.40 | .00 | 1,090.50 | 2,409.50 | 31 | 38 |
| 682.172 | Ground Maint. Expenses | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 18 |
| 682.173 | Tree Crew Maintenance | 14,000.00 | .00 | 14,000.00 | 523.33 | .00 | 4,495.06 | 9,504.94 | 32 | 11,07 |
| 685.180 | Membership Dues and Fees | 15,115.00 | .00 | 15,115.00 | .00 | .00 | 7,222.12 | 7,892.88 | 48 | 13,54 |
| 685.182 | Other Operating Expenses | 18,000.00 | .00 | 18,000.00 | 2,193.21 | .00 | 11,080.39 | 6,919.61 | 62 | 21,27 |
| 685.183 | Depreciation | 360,000.00 | .00 | 360,000.00 | .00 | .00 | 112,989.40 | 247,010.60 | 31 | 283,60 |
| 685.186 | Training | 4,100.00 | .00 | 4,100.00 | .00 | .00 | .00 | 4,100.00 | 0 | 1,14 |
| 685.187 | Special Projects | .00 | .00 | .00 | 178.80 | .00 | 1,317.52 | (1,317.52) | +++ | 16,74 |
| 685.190 | Landfill Fees | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 135.10 | 1,364.90 | 9 | 16 |
| 685.1801 | Subscriptions | 40.00 | .00 | 40.00 | .00 | .00 | .00 | 40.00 | 0 | 3 |
| 686.186 | Legal Services | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | |
| 686.187 | Professional Services | 30,700.00 | .00 | 30,700.00 | 607.48 | 1,750.00 | 2,509.32 | 26,440.68 | 14 | 13,56 |
| 686.188 | Architect/Engineer Servcs | 135,000.00 | 307,852.00 | 442,852.00 | .00 | .00 | .00 | 442,852.00 | 0 | 134,07 |
| 686.189 | Employee Medical | 300.00 | .00 | 300.00 | .00 | .00 | 285.00 | 15.00 | 95 | 31 |
| 686.190 | Consulting Services | 20,000.00 | .00 | 20,000.00 | .00 | .00 | .00 | 20,000.00 | 0 | |
| 686.191 | Contract Services/Studies | 3,000.00 | .00 | 3,000.00 | 138.75 | .00 | 932.28 | 2,067.72 | 31 | 2,29 |
| 686.195 | Repair/Maint Svc Contract | 21,000.00 | .00 | 21,000.00 | 2,146.69 | .00 | 7,343.20 | 13,656.80 | 35 | 26,50 |
| 686.1895 | Employee wellness services | 3,917.00 | .00 | 3,917.00 | 839.66 | .00 | 3,266.28 | 650.72 | 83 | 9,54 |
| 687.202 | Utility Billing Services | 35,000.00 | .00 | 35,000.00 | 11,092.66 | .00 | 24,002.55 | 10,997.45 | 69 | 34,08 |
| 689.800 | Equipment Charges | .00 | .00 | .00 | .00 | .00 | (485.48) | 485.48 | +++ | (444 |
| | *Other Services & Charges Totals* | $1,208,505.00 | $607,852.00 | $1,816,357.00 | $53,469.31 | $1,750.00 | $478,674.67 | $1,335,932.33 | 26% | $954,83 |
| *Other Objects* | | | | | | | | | | |
| 720.001 | Provision for Bad Debts | 40,000.00 | .00 | 40,000.00 | .00 | .00 | .00 | 40,000.00 | 0 | 41,77 |
| 720.006 | Public Assistance Program | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | 10,00 |
| 750.124 | Transfers to General Fund | 1,400,000.00 | .00 | 1,400,000.00 | .00 | .00 | .00 | 1,400,000.00 | 0 | 1,400,00 |
| 795.001 | IT Internal Allocations | 103,633.00 | .00 | 103,633.00 | 5,715.51 | .00 | 26,435.36 | 77,197.64 | 26 | 69,20 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0030 - Electric Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **19 - Electric** | | | | | | | | | | |
| *Other Objects* | | | | | | | | | | |
| 795.995 | GF Cost Distribution | 342,763.00 | .00 | 342,763.00 | .00 | .00 | .00 | 342,763.00 | 0 | 342,76 |
| | *Other Objects Totals* | $1,896,396.00 | $0.00 | $1,896,396.00 | $5,715.51 | $0.00 | $26,435.36 | $1,869,960.64 | 1% | $1,863,74 |
| *Capital Outlay* | | | | | | | | | | |
| 900.906 | SCDOT US 17/521 Improvements | 450,000.00 | .00 | 450,000.00 | 43,842.00 | 89,922.00 | 315,078.00 | 45,000.00 | 90 | |
| 900.3100 | Electric Distribution | .00 | .00 | .00 | 42,254.23 | 165,013.40 | 75,911.00 | (240,924.40) | +++ | 712,39 |
| 900.4100 | Vehicles | 25,000.00 | .00 | 25,000.00 | .00 | .00 | .00 | 25,000.00 | 0 | 163,49 |
| 900.4300 | Other Equipment | 440,000.00 | .00 | 440,000.00 | 12,959.29 | (19,323.78) | 17,209.20 | 442,114.58 | 0 | 143,38 |
| 9999.9999 | Assets Reclassified | (915,000.00) | .00 | (915,000.00) | (10,825.20) | .00 | (24,733.56) | (890,266.44) | 3 | (1,019,269 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $88,230.32 | $235,611.62 | $383,464.64 | ($619,076.26) | +++ | $( |
| | Department **19 - Electric** Totals | $13,288,441.00 | $677,852.00 | $13,966,293.00 | $254,129.72 | $284,561.62 | $4,333,455.06 | $9,348,276.32 | 33% | $12,655,41 |
| Department **36 - Fiber Optics** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.183 | Depreciation | 1,220.00 | .00 | 1,220.00 | .00 | .00 | 305.13 | 914.87 | 25 | 1,22( |
| | *Other Services & Charges Totals* | $1,220.00 | $0.00 | $1,220.00 | $0.00 | $0.00 | $305.13 | $914.87 | 25% | $1,22( |
| | Department **36 - Fiber Optics** Totals | $1,220.00 | $0.00 | $1,220.00 | $0.00 | $0.00 | $305.13 | $914.87 | 25% | $1,22( |
| | EXPENSE TOTALS | $13,289,661.00 | $677,852.00 | $13,967,513.00 | $254,129.72 | $284,561.62 | $4,333,760.19 | $9,349,191.19 | 33% | $12,656,63 |
| | Fund **0030 - Electric Utility Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 13,289,661.00 | .00 | 13,289,661.00 | 875,997.21 | .00 | 5,630,288.46 | 7,659,372.54 | 42 | 13,385,12 |
| | EXPENSE TOTALS | 13,289,661.00 | 677,852.00 | 13,967,513.00 | 254,129.72 | 284,561.62 | 4,333,760.19 | 9,349,191.19 | 33 | 12,656,63 |
| | Fund **0030 - Electric Utility Fund** Totals | $0.00 | ($677,852.00) | ($677,852.00) | $621,867.49 | ($284,561.62) | $1,296,528.27 | ($1,689,818.65) | | $728,49 |
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 301.000 | Sale Of Utilities | 1,900,000.00 | .00 | 1,900,000.00 | 142,527.47 | .00 | 787,354.81 | 1,112,645.19 | 41 | 1,852,14 |
| 301.002 | New Turn Ons | 4,000.00 | .00 | 4,000.00 | 210.00 | .00 | 1,335.00 | 2,665.00 | 33 | 4,09( |
| 301.006 | Sale Of Raw Water | 45,000.00 | .00 | 45,000.00 | .00 | .00 | 5,651.83 | 39,348.17 | 13 | 42,59 |
| 301.009 | New Service Taps | 12,000.00 | .00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | 0 | 13,17 |
| 301.013 | Meter Installation | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 150.00 | 1,350.00 | 10 | 1,80( |
| 302.001 | Penalties | 28,000.00 | .00 | 28,000.00 | 1,026.83 | .00 | 11,714.74 | 16,285.26 | 42 | 29,04( |
| | *Operating Revenues Totals* | $1,990,500.00 | $0.00 | $1,990,500.00 | $143,764.30 | $0.00 | $806,206.38 | $1,184,293.62 | 41% | $1,942,86( |
| *Investment Earnings* | | | | | | | | | | |
| 306.001 | Investment Earnings | 7,000.00 | .00 | 7,000.00 | .00 | .00 | 5,057.15 | 1,942.85 | 72 | 10,42 |
| 361.002 | Invest Earnings-Restrict | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 11 |
| | *Investment Earnings Totals* | $7,000.00 | $0.00 | $7,000.00 | $0.00 | $0.00 | $5,057.15 | $1,942.85 | 72% | $10,54 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Charges for Services* | | | | | | | | | | |
| 324.007 | Fees- Services | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | 4[illegible] |
| | *Charges for Services Totals* | $50.00 | $0.00 | $50.00 | $0.00 | $0.00 | $0.00 | $50.00 | 0% | $4[illegible] |
| *Impact Fees* | | | | | | | | | | |
| 324.020 | Water Impact Fee | 8,000.00 | .00 | 8,000.00 | .00 | .00 | .00 | 8,000.00 | 0 | 4,40[illegible] |
| | *Impact Fees Totals* | $8,000.00 | $0.00 | $8,000.00 | $0.00 | $0.00 | $0.00 | $8,000.00 | 0% | $4,40[illegible] |
| *Federal Grants* | | | | | | | | | | |
| 335.004 | Fema Recovery | .00 | .00 | .00 | 147.03 | .00 | 147.03 | (147.03) | +++ | 1,76[illegible] |
| | *Federal Grants Totals* | $0.00 | $0.00 | $0.00 | $147.03 | $0.00 | $147.03 | ($147.03) | +++ | $1,76[illegible] |
| *Miscellaneous* | | | | | | | | | | |
| 369.002 | Miscellaneous Revenue | 12,000.00 | .00 | 12,000.00 | (350.00) | .00 | 2,781.98 | 9,218.02 | 23 | 43,22[illegible] |
| | *Miscellaneous Totals* | $12,000.00 | $0.00 | $12,000.00 | ($350.00) | $0.00 | $2,781.98 | $9,218.02 | 23% | $43,22[illegible] |
| *Capital Contributions* | | | | | | | | | | |
| 371.003 | Cap Contributions-Develop | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 453,16[illegible] |
| | *Capital Contributions Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $453,16[illegible] |
| *Sale of Assets* | | | | | | | | | | |
| 391.001 | Sale of Assets | 1,000.00 | .00 | 1,000.00 | 48.75 | .00 | 48.75 | 951.25 | 5 | 2,68[illegible] |
| | *Sale of Assets Totals* | $1,000.00 | $0.00 | $1,000.00 | $48.75 | $0.00 | $48.75 | $951.25 | 5% | $2,68[illegible] |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 288,857.00 | .00 | 288,857.00 | .00 | .00 | .00 | 288,857.00 | 0 | |
| | *Operating Transfers In Totals* | $288,857.00 | $0.00 | $288,857.00 | $0.00 | $0.00 | $0.00 | $288,857.00 | 0% | $[illegible] |
| | Department **00 - Revenue** Totals | $2,307,407.00 | $0.00 | $2,307,407.00 | $143,610.08 | $0.00 | $814,241.29 | $1,493,165.71 | 35% | $2,458,67[illegible] |
| | REVENUE TOTALS | $2,307,407.00 | $0.00 | $2,307,407.00 | $143,610.08 | $0.00 | $814,241.29 | $1,493,165.71 | 35% | $2,458,67[illegible] |
| EXPENSE | | | | | | | | | | |
| Department **15 - Water Distribution** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 129,000.00 | .00 | 129,000.00 | 13,248.77 | .00 | 66,440.99 | 62,559.01 | 52 | 123,31[illegible] |
| 401.103 | Overtime | 13,850.00 | .00 | 13,850.00 | 3,055.25 | .00 | 8,483.64 | 5,366.36 | 61 | 13,25[illegible] |
| 405.114 | FICA | 10,870.00 | .00 | 10,870.00 | 1,116.17 | .00 | 5,337.63 | 5,532.37 | 49 | 10,07[illegible] |
| 406.116 | Retirement | 15,865.00 | .00 | 15,865.00 | 1,545.94 | .00 | 7,885.60 | 7,979.40 | 50 | 15,01[illegible] |
| 408.125 | SCMIT Worker's Comp Ins. | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 2,301.53 | 1,698.47 | 58 | 3,00[illegible] |
| 410.001 | Health Claims Cost | 22,619.00 | .00 | 22,619.00 | 1,306.38 | .00 | 7,984.59 | 14,634.41 | 35 | 30,85[illegible] |
| 410.002 | Health Claim Costs-Retire | .00 | .00 | .00 | 955.26 | .00 | 4,776.30 | (4,776.30) | +++ | 11,18[illegible] |
| 410.003 | OPEB cost | 4,000.00 | .00 | 4,000.00 | .00 | .00 | .00 | 4,000.00 | 0 | 2,34[illegible] |
| | *Personal Services Totals* | $200,204.00 | $0.00 | $200,204.00 | $21,227.77 | $0.00 | $103,210.28 | $96,993.72 | 52% | $209,03[illegible] |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 5,160.00 | .00 | 5,160.00 | 110.57 | .00 | 2,132.15 | 3,027.85 | 41 | 5,11[illegible] |
| 500.102 | Equipment | 6,000.00 | .00 | 6,000.00 | .00 | .00 | 1,652.04 | 4,347.96 | 28 | 5,13[illegible] |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **15 - Water Distribution** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 501.101 | Uniforms and Clothing | 3,800.00 | .00 | 3,800.00 | 704.37 | .00 | 1,359.02 | 2,440.98 | 36 | 3,48 |
| 513.112 | Asphalt/Concrete/Gravel | 29,250.00 | .00 | 29,250.00 | .00 | 2,349.15 | .00 | 26,900.85 | 8 | 23,65 |
| 514.110 | Water Dist System Supply | 35,000.00 | .00 | 35,000.00 | .00 | .00 | 9,369.32 | 25,630.68 | 27 | 26,56 |
| 515.121 | Safety Supplies | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | 28 |
| 523.136 | Hydrant Replacement | 9,000.00 | .00 | 9,000.00 | .00 | .00 | 1,744.10 | 7,255.90 | 19 | 1,68 |
| 532.148 | Small Hand Tools | 965.00 | .00 | 965.00 | .00 | .00 | .00 | 965.00 | 0 | |
| | *Supplies Totals* | $89,775.00 | $0.00 | $89,775.00 | $814.94 | $2,349.15 | $16,256.63 | $71,169.22 | 21% | $65,93 |
| *Other Services & Charges* | | | | | | | | | | |
| 515.129 | Permit Fees Due To Others | 870.00 | .00 | 870.00 | .00 | .00 | .00 | 870.00 | 0 | 59 |
| 600.110 | SCMIRF Property/Liab Ins | 20,000.00 | .00 | 20,000.00 | .00 | .00 | 8,167.78 | 11,832.22 | 41 | 16,01 |
| 610.112 | Postage | 500.00 | .00 | 500.00 | 3.79 | .00 | 28.50 | 471.50 | 6 | 7 |
| 610.1110 | Communications- Wireless | 960.00 | .00 | 960.00 | 33.24 | .00 | 166.42 | 793.58 | 17 | 5 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 37 |
| 640.124 | Travel Expense | 2,300.00 | .00 | 2,300.00 | 138.58 | .00 | 630.79 | 1,669.21 | 27 | 1,98 |
| 650.127 | Electricity | 8,450.00 | .00 | 8,450.00 | .00 | .00 | 2,722.26 | 5,727.74 | 32 | 8,68 |
| 650.128 | Water | 28,336.00 | .00 | 28,336.00 | .00 | .00 | 8,376.68 | 19,959.32 | 30 | 26,34 |
| 650.129 | Wastewater | 24,529.00 | .00 | 24,529.00 | .00 | .00 | 7,035.64 | 17,493.36 | 29 | 20,78 |
| 650.130 | Sanitation | 685.00 | .00 | 685.00 | .00 | .00 | 223.84 | 461.16 | 33 | 67 |
| 650.133 | Stormwater | 3,009.00 | .00 | 3,009.00 | .00 | .00 | 983.32 | 2,025.68 | 33 | 2,94 |
| 650.1271 | Electricity- Sales Tax | 389.00 | .00 | 389.00 | .00 | .00 | 131.32 | 257.68 | 34 | 43 |
| 660.133 | Repairs & Maint. Services | 20,000.00 | .00 | 20,000.00 | 3,341.32 | 233.28 | 8,000.35 | 11,766.37 | 41 | 35,39 |
| 660.139 | Fleet Services Materials | 5,000.00 | .00 | 5,000.00 | 2,279.75 | .00 | 5,265.99 | (265.99) | 105 | 6,95 |
| 660.145 | Gasoline & Oil | 15,542.00 | .00 | 15,542.00 | 729.35 | .00 | 3,913.19 | 11,628.81 | 25 | 12,73 |
| 660.1391 | Fleet Services Labor | 7,400.00 | .00 | 7,400.00 | 816.30 | .00 | 3,548.96 | 3,851.04 | 48 | 7,28 |
| 670.156 | Equipment Rental/Lease | 750.00 | .00 | 750.00 | .00 | .00 | .00 | 750.00 | 0 | 11 |
| 685.180 | Membership Dues and Fees | 460.00 | .00 | 460.00 | .00 | .00 | .00 | 460.00 | 0 | 6 |
| 685.182 | Other Operating Expenses | 7,700.00 | .00 | 7,700.00 | 854.32 | (1,750.00) | 3,756.91 | 5,693.09 | 26 | 7,89 |
| 685.183 | Depreciation | 229,500.00 | .00 | 229,500.00 | .00 | .00 | 81,804.54 | 147,695.46 | 36 | 211,02 |
| 685.186 | Training | 1,940.00 | .00 | 1,940.00 | .00 | .00 | .00 | 1,940.00 | 0 | 1,78 |
| 686.187 | Professional Services | 3,800.00 | .00 | 3,800.00 | .00 | .00 | 1,056.16 | 2,743.84 | 28 | 8,96 |
| 686.189 | Employee Medical | 550.00 | .00 | 550.00 | .00 | .00 | 60.00 | 490.00 | 11 | 39 |
| 686.191 | Contract Services/Studies | 2,520.00 | .00 | 2,520.00 | 138.75 | .00 | 932.27 | 1,587.73 | 37 | 2,29 |
| 686.195 | Repair/Maint Svc Contract | 3,380.00 | .00 | 3,380.00 | 204.19 | .00 | 1,032.31 | 2,347.69 | 31 | 3,29 |
| 686.1895 | Employee wellness services | 1,224.00 | .00 | 1,224.00 | 166.83 | .00 | 648.96 | 575.04 | 53 | 1,87 |
| 687.202 | Utility Billing Services | 6,000.00 | .00 | 6,000.00 | 1,677.87 | .00 | 3,630.63 | 2,369.37 | 61 | 5,15 |
| | *Other Services & Charges Totals* | $396,294.00 | $0.00 | $396,294.00 | $10,384.29 | ($1,516.72) | $142,116.82 | $255,693.90 | 35% | $384,20 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **15 - Water Distribution** | | | | | | | | | | |
| *Other Objects* | | | | | | | | | | |
| 702.106 | Interest- Bonds | 89,925.00 | .00 | 89,925.00 | 7,362.38 | .00 | 37,362.97 | 52,562.03 | 42 | 86,41 |
| 702.110 | Bond Principal | 311,780.00 | .00 | 311,780.00 | 25,498.43 | .00 | 126,941.08 | 184,838.92 | 41 | 279,39 |
| 703.109 | Agents Fee | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 1,50 |
| 720.001 | Provision for Bad Debts | 8,000.00 | .00 | 8,000.00 | .00 | .00 | .00 | 8,000.00 | 0 | 10,49 |
| 795.995 | GF Cost Distribution | 70,751.00 | .00 | 70,751.00 | .00 | .00 | .00 | 70,751.00 | 0 | 70,75 |
| 7999.9999 | Principal Reclassified | (311,780.00) | .00 | (311,780.00) | (20,319.68) | .00 | (101,096.31) | (210,683.69) | 32 | (279,393 |
| | *Other Objects Totals* | $171,676.00 | $0.00 | $171,676.00 | $12,541.13 | $0.00 | $63,207.74 | $108,468.26 | 37% | $169,15 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | 86,072.00 | .00 | 86,072.00 | 3,865.55 | .00 | 23,081.06 | 62,990.94 | 27 | 76,18 |
| | *Inter-Dept. Allocations Totals* | $86,072.00 | $0.00 | $86,072.00 | $3,865.55 | $0.00 | $23,081.06 | $62,990.94 | 27% | $76,18 |
| *Capital Outlay* | | | | | | | | | | |
| 900.906 | SCDOT US 17/521 Improvements | 205,000.00 | .00 | 205,000.00 | 178,924.76 | 92,833.49 | 447,166.51 | (335,000.00) | 263 | |
| 900.907 | High Service Pumps & Drives | 200,000.00 | .00 | 200,000.00 | .00 | .00 | .00 | 200,000.00 | 0 | |
| 900.908 | Maryville Water Line Improvements | 350,000.00 | .00 | 350,000.00 | .00 | .00 | .00 | 350,000.00 | 0 | |
| 900.3500 | Water Distribution | .00 | .00 | .00 | .00 | (77,005.97) | 2,146.26 | 74,859.71 | +++ | 842,02 |
| 9999.9999 | Assets Reclassified | (755,000.00) | .00 | (755,000.00) | .00 | .00 | .00 | (755,000.00) | 0 | (2,380,275 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $178,924.76 | $15,827.52 | $449,312.77 | ($465,140.29) | +++ | ($1,538,250 |
| | Department **15 - Water Distribution** Totals | $944,021.00 | $0.00 | $944,021.00 | $227,758.44 | $16,659.95 | $797,185.30 | $130,175.75 | 86% | ($633,740 |
| Department **16 - Filtration** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 140,000.00 | .00 | 140,000.00 | 16,945.22 | .00 | 88,736.17 | 51,263.83 | 63 | 124,33 |
| 401.103 | Overtime | 15,000.00 | .00 | 15,000.00 | (85.31) | .00 | 2,863.84 | 12,136.16 | 19 | 15,03 |
| 405.114 | FICA | 11,000.00 | .00 | 11,000.00 | 1,244.75 | .00 | 6,642.63 | 4,357.37 | 60 | 10,35 |
| 406.116 | Retirement | 16,500.00 | .00 | 16,500.00 | 1,686.54 | .00 | 9,749.46 | 6,750.54 | 59 | 15,34 |
| 408.125 | SCMIT Worker's Comp Ins. | 10,300.00 | .00 | 10,300.00 | .00 | .00 | 2,072.75 | 8,227.25 | 20 | 7,69 |
| 410.001 | Health Claims Cost | 20,404.00 | .00 | 20,404.00 | 2,134.62 | .00 | 10,729.71 | 9,674.29 | 53 | 26,83 |
| 410.002 | Health Claim Costs-Retire | 10.00 | .00 | 10.00 | 829.46 | .00 | 4,197.91 | (4,187.91) | 41979 | 90 |
| 410.003 | OPEB cost | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 1,95 |
| | *Personal Services Totals* | $218,214.00 | $0.00 | $218,214.00 | $22,755.28 | $0.00 | $124,992.47 | $93,221.53 | 57% | $202,46 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 2,500.00 | .00 | 2,500.00 | 67.45 | .00 | 569.17 | 1,930.83 | 23 | 2,55 |
| 500.102 | Equipment | 1,350.00 | .00 | 1,350.00 | .00 | .00 | 551.18 | 798.82 | 41 | 1,29 |
| 501.101 | Uniforms and Clothing | 3,300.00 | .00 | 3,300.00 | 650.12 | .00 | 1,212.84 | 2,087.16 | 37 | 1,24 |
| 512.108 | Chemicals | 218,430.00 | .00 | 218,430.00 | 38,188.36 | 27,870.78 | 97,514.27 | 93,044.95 | 57 | 183,47 |
| 512.109 | Laboratory Supplies | 16,260.00 | .00 | 16,260.00 | 1,477.18 | .00 | 6,062.11 | 10,197.89 | 37 | 16,72 |
| 515.121 | Safety Supplies | 900.00 | .00 | 900.00 | .00 | .00 | .00 | 900.00 | 0 | |
| 532.148 | Small Hand Tools | 540.00 | .00 | 540.00 | .00 | .00 | 53.01 | 486.99 | 10 | 71 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **16 - Filtration** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 540.151 | IP Raw Water Contract-Cty | 30,080.00 | .00 | 30,080.00 | .00 | .00 | 4,846.75 | 25,233.25 | 16 | 35,79 |
| 540.152 | Raw Water Pump Maint. | 24,000.00 | .00 | 24,000.00 | .00 | .00 | 12,662.17 | 11,337.83 | 53 | 29,10 |
| 540.157 | Treated Water Purchase | 1,000.00 | .00 | 1,000.00 | 6.50 | .00 | 26.00 | 974.00 | 3 | 7 |
| | *Supplies Totals* | $298,360.00 | $0.00 | $298,360.00 | $40,389.61 | $27,870.78 | $123,497.50 | $146,991.72 | 51% | $271,00 |
| *Other Services & Charges* | | | | | | | | | | |
| 515.129 | Permit Fees Due To Others | 22,000.00 | .00 | 22,000.00 | .00 | .00 | 20,183.00 | 1,817.00 | 92 | 20,18 |
| 600.110 | SCMIRF Property/Liab Ins | 18,000.00 | .00 | 18,000.00 | .00 | .00 | 6,364.86 | 11,635.14 | 35 | 12,47 |
| 610.111 | Communications- Landline | 1,100.00 | .00 | 1,100.00 | 96.18 | .00 | 481.94 | 618.06 | 44 | 1,13 |
| 610.112 | Postage | 2,000.00 | .00 | 2,000.00 | 43.07 | .00 | 54.59 | 1,945.41 | 3 | 9 |
| 610.1110 | Communications- Wireless | 500.00 | .00 | 500.00 | 33.24 | .00 | 166.13 | 333.87 | 33 | 39 |
| 620.114 | Advertising | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 1,07 |
| 640.124 | Travel Expense | 400.00 | .00 | 400.00 | 10.67 | .00 | 10.67 | 389.33 | 3 | 6 |
| 650.127 | Electricity | 114,382.00 | .00 | 114,382.00 | .00 | .00 | 30,064.55 | 84,317.45 | 26 | 102,69 |
| 650.130 | Sanitation | 920.00 | .00 | 920.00 | .00 | .00 | 300.80 | 619.20 | 33 | 90 |
| 650.134 | Security Lights | 1,616.00 | .00 | 1,616.00 | .00 | .00 | 528.00 | 1,088.00 | 33 | 1,58 |
| 650.1271 | Electricity- Sales Tax | 130.00 | .00 | 130.00 | .00 | .00 | 37.08 | 92.92 | 29 | 11 |
| 660.133 | Repairs & Maint. Services | 45,000.00 | .00 | 45,000.00 | 2,404.46 | 3,816.00 | 11,696.06 | 29,487.94 | 34 | 36,13 |
| 660.139 | Fleet Services Materials | 1,600.00 | .00 | 1,600.00 | .00 | .00 | 1,353.33 | 246.67 | 85 | 2,77 |
| 660.145 | Gasoline & Oil | 1,134.00 | .00 | 1,134.00 | 86.46 | .00 | 598.02 | 535.98 | 53 | 82 |
| 660.1391 | Fleet Services Labor | 1,672.00 | .00 | 1,672.00 | 63.29 | .00 | 967.81 | 704.19 | 58 | 1,46 |
| 664.101 | Community Education | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 670.156 | Equipment Rental/Lease | 1,000.00 | .00 | 1,000.00 | 86.28 | .00 | 228.58 | 771.42 | 23 | 87 |
| 685.180 | Membership Dues and Fees | 380.00 | .00 | 380.00 | .00 | .00 | 35.00 | 345.00 | 9 | 12 |
| 685.182 | Other Operating Expenses | 10,500.00 | .00 | 10,500.00 | .00 | .00 | .00 | 10,500.00 | 0 | 45 |
| 685.183 | Depreciation | 295,000.00 | .00 | 295,000.00 | .00 | .00 | 104,220.11 | 190,779.89 | 35 | 296,84 |
| 685.186 | Training | 2,220.00 | .00 | 2,220.00 | .00 | .00 | 206.00 | 2,014.00 | 9 | 4,80 |
| 686.187 | Professional Services | 34,500.00 | .00 | 34,500.00 | 1,500.00 | .00 | 3,090.00 | 31,410.00 | 9 | 30,04 |
| 686.189 | Employee Medical | 1,050.00 | .00 | 1,050.00 | .00 | .00 | 105.00 | 945.00 | 10 | 1,10 |
| 686.195 | Repair/Maint Svc Contract | 9,120.00 | .00 | 9,120.00 | 204.21 | .00 | 1,507.21 | 7,612.79 | 17 | 7,95 |
| 686.1895 | Employee wellness services | 980.00 | .00 | 980.00 | 150.24 | .00 | 584.46 | 395.54 | 60 | 1,76 |
| | *Other Services & Charges Totals* | $566,704.00 | $0.00 | $566,704.00 | $4,678.10 | $3,816.00 | $182,783.20 | $380,104.80 | 33% | $525,88 |
| *Other Objects* | | | | | | | | | | |
| 795.995 | GF Cost Distribution | 67,179.00 | .00 | 67,179.00 | .00 | .00 | .00 | 67,179.00 | 0 | 61,17 |
| | *Other Objects Totals* | $67,179.00 | $0.00 | $67,179.00 | $0.00 | $0.00 | $0.00 | $67,179.00 | 0% | $61,17 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | 86,072.00 | .00 | 86,072.00 | 3,865.55 | .00 | 23,081.06 | 62,990.94 | 27 | 76,18 |
| | *Inter-Dept. Allocations Totals* | $86,072.00 | $0.00 | $86,072.00 | $3,865.55 | $0.00 | $23,081.06 | $62,990.94 | 27% | $76,18 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **16 - Filtration** | | | | | | | | | | |
| *Capital Outlay* | | | | | | | | | | |
| 900.3300 | Water Filtration Plant | .00 | .00 | .00 | .00 | (16,910.00) | 24,734.00 | (7,824.00) | +++ | 178,83 |
| 900.4300 | Other Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 12,71 |
| 9999.9999 | Assets Reclassified | .00 | .00 | .00 | .00 | .00 | (116,228.33) | 116,228.33 | +++ | 1,325,00 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | ($16,910.00) | ($91,494.33) | $108,404.33 | +++ | $1,516,55 |
| | Department **16 - Filtration** Totals | $1,236,529.00 | $0.00 | $1,236,529.00 | $71,688.54 | $14,776.78 | $362,859.90 | $858,892.32 | 31% | $2,653,26 |
| Department **41 - General & Administrative** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 96,300.00 | .00 | 96,300.00 | 8,485.69 | .00 | 47,919.43 | 48,380.57 | 50 | 174,43 |
| 401.103 | Overtime | 1,000.00 | .00 | 1,000.00 | 183.25 | .00 | 850.37 | 149.63 | 85 | 1,24 |
| 405.114 | FICA | 7,700.00 | .00 | 7,700.00 | 641.99 | .00 | 3,593.38 | 4,106.62 | 47 | 13,20 |
| 406.116 | Retirement | 10,500.00 | .00 | 10,500.00 | 889.91 | .00 | 5,270.72 | 5,229.28 | 50 | 19,27 |
| 408.125 | SCMIT Worker's Comp Ins. | 750.00 | .00 | 750.00 | .00 | .00 | 630.84 | 119.16 | 84 | 93 |
| 410.001 | Health Claims Cost | 19,676.00 | .00 | 19,676.00 | 904.46 | .00 | 4,578.91 | 15,097.09 | 23 | 24,44 |
| 410.003 | OPEB cost | 4,500.00 | .00 | 4,500.00 | .00 | .00 | .00 | 4,500.00 | 0 | 1,56 |
| | *Personal Services Totals* | $140,426.00 | $0.00 | $140,426.00 | $11,105.30 | $0.00 | $62,843.65 | $77,582.35 | 45% | $235,09 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 4,780.00 | .00 | 4,780.00 | 313.15 | .00 | 1,089.81 | 3,690.19 | 23 | 3,39 |
| 500.102 | Equipment | 200.00 | .00 | 200.00 | .00 | .00 | 164.95 | 35.05 | 82 | 59 |
| 500.103 | Furniture | 1,350.00 | .00 | 1,350.00 | .00 | .00 | .00 | 1,350.00 | 0 | 1,25 |
| 501.101 | Uniforms and Clothing | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 411.06 | 1,588.94 | 21 | 1,07 |
| | *Supplies Totals* | $8,330.00 | $0.00 | $8,330.00 | $313.15 | $0.00 | $1,665.82 | $6,664.18 | 20% | $6,31 |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 39,000.00 | .00 | 39,000.00 | .00 | .00 | 13,112.16 | 25,887.84 | 34 | 25,70 |
| 610.111 | Communications- Landline | 5,520.00 | .00 | 5,520.00 | 268.97 | .00 | 1,716.75 | 3,803.25 | 31 | 5,52 |
| 610.112 | Postage | 500.00 | .00 | 500.00 | .00 | .00 | 155.83 | 344.17 | 31 | 4 |
| 610.1110 | Communications- Wireless | 3,200.00 | .00 | 3,200.00 | 341.88 | .00 | 1,250.57 | 1,949.43 | 39 | 2,63 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 23 |
| 640.124 | Travel Expense | 1,010.00 | .00 | 1,010.00 | .00 | .00 | .00 | 1,010.00 | 0 | 75 |
| 650.127 | Electricity | 2,852.00 | .00 | 2,852.00 | .00 | .00 | 881.00 | 1,971.00 | 31 | 2,67 |
| 650.128 | Water | 1,065.00 | .00 | 1,065.00 | .00 | .00 | 297.22 | 767.78 | 28 | 1,02 |
| 650.129 | Wastewater | 820.00 | .00 | 820.00 | .00 | .00 | 202.04 | 617.96 | 25 | 77 |
| 650.130 | Sanitation | 481.00 | .00 | 481.00 | .00 | .00 | 157.32 | 323.68 | 33 | 47 |
| 650.133 | Stormwater | 1,106.00 | .00 | 1,106.00 | .00 | .00 | 361.36 | 744.64 | 33 | 1,08 |
| 650.134 | Security Lights | 649.00 | .00 | 649.00 | .00 | .00 | 212.00 | 437.00 | 33 | 63 |
| 650.1271 | Electricity- Sales Tax | 115.00 | .00 | 115.00 | .00 | .00 | 37.60 | 77.40 | 33 | 11 |
| 660.133 | Repairs & Maint. Services | 15,000.00 | .00 | 15,000.00 | .00 | .00 | .00 | 15,000.00 | 0 | 68 |
| 660.139 | Fleet Services Materials | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 47.67 | 952.33 | 5 | (2,192 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **41 - General & Administrative** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 660.145 | Gasoline & Oil | 2,251.00 | .00 | 2,251.00 | 50.26 | .00 | 353.18 | 1,897.82 | 16 | 1,74 |
| 660.1391 | Fleet Services Labor | 2,500.00 | .00 | 2,500.00 | 77.66 | .00 | 708.85 | 1,791.15 | 28 | 4,35 |
| 662.140 | Building Repairs | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | |
| 670.156 | Equipment Rental/Lease | 3,160.00 | .00 | 3,160.00 | 131.82 | .00 | 850.63 | 2,309.37 | 27 | 2,89 |
| 685.180 | Membership Dues and Fees | 1,555.00 | .00 | 1,555.00 | .00 | .00 | .00 | 1,555.00 | 0 | 79 |
| 685.182 | Other Operating Expenses | 500.00 | .00 | 500.00 | 74.00 | .00 | 74.00 | 426.00 | 15 | 11 |
| 685.183 | Depreciation | 200.00 | .00 | 200.00 | .00 | .00 | 63.28 | 136.72 | 32 | 18 |
| 685.186 | Training | 1,320.00 | .00 | 1,320.00 | .00 | .00 | 100.00 | 1,220.00 | 8 | 1,16 |
| 685.1801 | Subscriptions | 225.00 | .00 | 225.00 | .00 | .00 | 354.00 | (129.00) | 157 | 71 |
| 686.187 | Professional Services | .00 | .00 | .00 | 21.76 | .00 | 21.76 | (21.76) | +++ | |
| 686.189 | Employee Medical | 650.00 | .00 | 650.00 | .00 | .00 | .00 | 650.00 | 0 | 12 |
| 686.195 | Repair/Maint Svc Contract | 6,620.00 | .00 | 6,620.00 | 267.21 | .00 | 1,819.68 | 4,800.32 | 27 | 5,02 |
| 686.1895 | Employee wellness services | 490.00 | .00 | 490.00 | 45.73 | .00 | 177.88 | 312.12 | 36 | 66 |
| | *Other Services & Charges Totals* | $95,289.00 | $0.00 | $95,289.00 | $1,279.29 | $0.00 | $22,954.78 | $72,334.22 | 24% | $57,96 |
| *Other Objects* | | | | | | | | | | |
| 795.001 | IT Internal Allocations | 39,527.00 | .00 | 39,527.00 | 6,629.99 | .00 | 30,665.00 | 8,862.00 | 78 | 88,22 |
| 795.002 | IT Billable Services | 80,687.00 | .00 | 80,687.00 | .00 | .00 | .00 | 80,687.00 | 0 | |
| | *Other Objects Totals* | $120,214.00 | $0.00 | $120,214.00 | $6,629.99 | $0.00 | $30,665.00 | $89,549.00 | 26% | $88,22 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | (430,359.00) | .00 | (430,359.00) | (19,327.73) | .00 | (115,405.27) | (314,953.73) | 27 | (380,919 |
| | *Inter-Dept. Allocations Totals* | ($430,359.00) | $0.00 | ($430,359.00) | ($19,327.73) | $0.00 | ($115,405.27) | ($314,953.73) | 27% | ($380,919 |
| | Department **41 - General & Administrative** Totals | ($66,100.00) | $0.00 | ($66,100.00) | $0.00 | $0.00 | $2,723.98 | ($68,823.98) | -4% | $6,68 |
| Department **42 - Engineering Services** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 129,500.00 | .00 | 129,500.00 | .00 | .00 | 4,486.70 | 125,013.30 | 3 | |
| 405.114 | FICA | 9,710.00 | .00 | 9,710.00 | .00 | .00 | 333.52 | 9,376.48 | 3 | |
| 406.116 | Retirement | 13,500.00 | .00 | 13,500.00 | .00 | .00 | 491.18 | 13,008.82 | 4 | |
| 407.122 | Life Insurance | 175.00 | .00 | 175.00 | .00 | .00 | .00 | 175.00 | 0 | |
| 408.125 | SCMIT Worker's Comp Ins. | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 410.001 | Health Claims Cost | 16,260.00 | .00 | 16,260.00 | .00 | .00 | .00 | 16,260.00 | 0 | |
| | *Personal Services Totals* | $169,645.00 | $0.00 | $169,645.00 | $0.00 | $0.00 | $5,311.40 | $164,333.60 | 3% | $( |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 325.00 | .00 | 325.00 | .00 | .00 | .00 | 325.00 | 0 | |
| 500.102 | Equipment | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| 500.103 | Furniture | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | |
| 500.105 | Printing and Binding | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 501.101 | Uniforms and Clothing | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0031 - Water Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **42 - Engineering Services** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 515.121 | Safety Supplies | 470.00 | .00 | 470.00 | .00 | .00 | .00 | 470.00 | 0 | |
| 515.124 | Department Supplies | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | |
| | *Supplies Totals* | $2,345.00 | $0.00 | $2,345.00 | $0.00 | $0.00 | $0.00 | $2,345.00 | 0% | $( |
| *Other Services & Charges* | | | | | | | | | | |
| 610.112 | Postage | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | |
| 610.1110 | Communications- Wireless | 1,050.00 | .00 | 1,050.00 | .00 | .00 | .00 | 1,050.00 | 0 | |
| 620.114 | Advertising | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | |
| 640.124 | Travel Expense | 1,577.00 | .00 | 1,577.00 | .00 | .00 | .00 | 1,577.00 | 0 | |
| 685.180 | Membership Dues and Fees | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | |
| 685.184 | Continuing Education | 550.00 | .00 | 550.00 | .00 | .00 | .00 | 550.00 | 0 | |
| 685.186 | Training | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | |
| 686.187 | Professional Services | 15,200.00 | .00 | 15,200.00 | .00 | 3,498.00 | .00 | 11,702.00 | 23 | |
| 686.189 | Employee Medical | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | |
| 686.1895 | Employee wellness services | 490.00 | .00 | 490.00 | .00 | .00 | .00 | 490.00 | 0 | |
| | *Other Services & Charges Totals* | $20,967.00 | $0.00 | $20,967.00 | $0.00 | $3,498.00 | $0.00 | $17,469.00 | 17% | $( |
| | Department **42 - Engineering Services** Totals | $192,957.00 | $0.00 | $192,957.00 | $0.00 | $3,498.00 | $5,311.40 | $184,147.60 | 5% | $( |
| | EXPENSE TOTALS | $2,307,407.00 | $0.00 | $2,307,407.00 | $299,446.98 | $34,934.73 | $1,168,080.58 | $1,104,391.69 | 52% | $2,026,21 |
| | Fund **0031 - Water Utility Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 2,307,407.00 | .00 | 2,307,407.00 | 143,610.08 | .00 | 814,241.29 | 1,493,165.71 | 35 | 2,458,67 |
| | EXPENSE TOTALS | 2,307,407.00 | .00 | 2,307,407.00 | 299,446.98 | 34,934.73 | 1,168,080.58 | 1,104,391.69 | 52 | 2,026,21 |
| | Fund **0031 - Water Utility Fund** Totals | $0.00 | $0.00 | $0.00 | ($155,836.90) | ($34,934.73) | ($353,839.29) | $388,774.02 | | $432,46 |
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 301.000 | Sale Of Utilities | 2,220,000.00 | .00 | 2,220,000.00 | 164,093.95 | .00 | 888,248.43 | 1,331,751.57 | 40 | 2,136,57 |
| 301.002 | New Turn Ons | 3,850.00 | .00 | 3,850.00 | 200.00 | .00 | 1,285.00 | 2,565.00 | 33 | 3,83 |
| 301.009 | New Service Taps | 3,500.00 | .00 | 3,500.00 | .00 | .00 | 900.00 | 2,600.00 | 26 | 4,50 |
| 301.014 | Fixed Charges - Andrews | 120,000.00 | .00 | 120,000.00 | 10,119.80 | .00 | 50,599.00 | 69,401.00 | 42 | 121,43 |
| 301.015 | Fixed Charges - GCWSD | 225,000.00 | .00 | 225,000.00 | 19,241.87 | .00 | 96,209.35 | 128,790.65 | 43 | 230,90 |
| 301.016 | Fixed Charges - COG | 325,000.00 | .00 | 325,000.00 | 27,651.27 | .00 | 138,256.35 | 186,743.65 | 43 | 331,81 |
| 301.017 | Volume Charges - Andrews | 280,000.00 | .00 | 280,000.00 | 56,381.83 | .00 | 124,212.31 | 155,787.69 | 44 | 266,82 |
| 301.018 | Volume Charges - GCWSD | 375,000.00 | .00 | 375,000.00 | 58,993.63 | .00 | 174,735.35 | 200,264.65 | 47 | 310,47 |
| 301.019 | Volume Charges - COG | 850,000.00 | .00 | 850,000.00 | 213,060.75 | .00 | 486,351.96 | 363,648.04 | 57 | 851,44 |
| 301.026 | Fixed- Elim Georgetown | (325,000.00) | .00 | (325,000.00) | (27,651.27) | .00 | (138,256.35) | (186,743.65) | 43 | (331,815 |
| 301.029 | Volume-Elim-Georgetown | (850,000.00) | .00 | (850,000.00) | (213,060.75) | .00 | (486,351.96) | (363,648.04) | 57 | (851,446 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 302.001 | Penalties | 35,000.00 | .00 | 35,000.00 | 1,373.16 | .00 | 13,969.58 | 21,030.42 | 40 | 35,42( |
| 303.006 | Septic Tank Dumping | 14,000.00 | .00 | 14,000.00 | 1,980.00 | .00 | 5,755.00 | 8,245.00 | 41 | 14,20( |
| | *Operating Revenues Totals* | $3,276,350.00 | $0.00 | $3,276,350.00 | $312,384.24 | $0.00 | $1,355,914.02 | $1,920,435.98 | 41% | $3,124,16 |
| *Investment Earnings* | | | | | | | | | | |
| 306.001 | Investment Earnings | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 1,381.95 | 818.05 | 63 | 3,54 |
| | *Investment Earnings Totals* | $2,200.00 | $0.00 | $2,200.00 | $0.00 | $0.00 | $1,381.95 | $818.05 | 63% | $3,54 |
| *Impact Fees* | | | | | | | | | | |
| 324.017 | Wastewater Impact Fee | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 850.00 | 1,150.00 | 42 | 3,47( |
| | *Impact Fees Totals* | $2,000.00 | $0.00 | $2,000.00 | $0.00 | $0.00 | $850.00 | $1,150.00 | 42% | $3,47( |
| *Miscellaneous* | | | | | | | | | | |
| 369.002 | Miscellaneous Revenue | .00 | .00 | .00 | .00 | .00 | 5,616.01 | (5,616.01) | +++ | 91 |
| | *Miscellaneous Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $5,616.01 | ($5,616.01) | +++ | $91 |
| *Capital Contributions* | | | | | | | | | | |
| 371.003 | Cap Contributions-Develop | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 802,78 |
| | *Capital Contributions Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $802,78 |
| *Sale of Assets* | | | | | | | | | | |
| 391.001 | Sale of Assets | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 4,36( |
| | *Sale of Assets Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $4,36( |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 82,557.00 | .00 | 82,557.00 | .00 | .00 | .00 | 82,557.00 | 0 | |
| | *Operating Transfers In Totals* | $82,557.00 | $0.00 | $82,557.00 | $0.00 | $0.00 | $0.00 | $82,557.00 | 0% | $( |
| | Department **00 - Revenue** Totals | $3,363,107.00 | $0.00 | $3,363,107.00 | $312,384.24 | $0.00 | $1,363,761.98 | $1,999,345.02 | 41% | $3,939,24 |
| | REVENUE TOTALS | $3,363,107.00 | $0.00 | $3,363,107.00 | $312,384.24 | $0.00 | $1,363,761.98 | $1,999,345.02 | 41% | $3,939,24 |
| EXPENSE | | | | | | | | | | |
| Department **18 - Wastewater Collections** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 260,000.00 | .00 | 260,000.00 | 22,395.72 | .00 | 126,257.99 | 133,742.01 | 49 | 251,22 |
| 401.103 | Overtime | 12,000.00 | .00 | 12,000.00 | 3,072.86 | .00 | 16,689.16 | (4,689.16) | 139 | 12,55 |
| 405.114 | FICA | 19,790.00 | .00 | 19,790.00 | 1,765.45 | .00 | 9,827.75 | 9,962.25 | 50 | 19,08( |
| 406.116 | Retirement | 29,625.00 | .00 | 29,625.00 | 2,493.84 | .00 | 14,786.08 | 14,838.92 | 50 | 28,87( |
| 408.125 | SCMIT Worker's Comp Ins. | 6,700.00 | .00 | 6,700.00 | .00 | .00 | 2,104.44 | 4,595.56 | 31 | 5,01 |
| 410.001 | Health Claims Cost | 68,198.00 | .00 | 68,198.00 | 5,177.12 | .00 | 26,867.81 | 41,330.19 | 39 | 87,14( |
| 410.002 | Health Claim Costs-Retire | 15.00 | .00 | 15.00 | .00 | .00 | 56.60 | (41.60) | 377 | |
| 410.003 | OPEB cost | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,73 |
| | *Personal Services Totals* | $396,328.00 | $0.00 | $396,328.00 | $34,904.99 | $0.00 | $196,589.83 | $199,738.17 | 50% | $406,62 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 8,735.00 | .00 | 8,735.00 | 802.63 | .00 | 2,453.77 | 6,281.23 | 28 | 7,95 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **18 - Wastewater Collections** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.102 | Equipment | 13,050.00 | .00 | 13,050.00 | .00 | 5,029.00 | 1,126.70 | 6,894.30 | 47 | 10,84 |
| 500.103 | Furniture | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 14 |
| 501.101 | Uniforms and Clothing | 10,450.00 | .00 | 10,450.00 | 632.60 | .00 | 3,223.60 | 7,226.40 | 31 | 7,97 |
| 512.108 | Chemicals | 4,750.00 | .00 | 4,750.00 | 101.59 | .00 | 1,337.86 | 3,412.14 | 28 | 2,97 |
| 513.112 | Asphalt/Concrete/Gravel | 20,600.00 | .00 | 20,600.00 | .00 | 15,000.00 | 529.09 | 5,070.91 | 75 | 24,07 |
| 514.111 | WW Collection Syst Supply | 6,400.00 | .00 | 6,400.00 | .00 | .00 | 4,053.06 | 2,346.94 | 63 | 7,61 |
| 515.121 | Safety Supplies | 900.00 | .00 | 900.00 | .00 | .00 | .00 | 900.00 | 0 | 54 |
| 532.148 | Small Hand Tools | 750.00 | .00 | 750.00 | .00 | .00 | .00 | 750.00 | 0 | |
| 532.1481 | Small Hand Tools - Maintenance | 1,100.00 | .00 | 1,100.00 | 65.05 | .00 | 863.56 | 236.44 | 79 | 1,09 |
| | *Supplies Totals* | $66,735.00 | $0.00 | $66,735.00 | $1,601.87 | $20,029.00 | $13,587.64 | $33,118.36 | 50% | $63,23 |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 41,000.00 | .00 | 41,000.00 | .00 | .00 | 15,906.57 | 25,093.43 | 39 | 27,41 |
| 610.112 | Postage | 500.00 | .00 | 500.00 | 36.98 | .00 | 68.65 | 431.35 | 14 | 14 |
| 610.1110 | Communications- Wireless | 2,240.00 | .00 | 2,240.00 | 154.54 | .00 | 758.66 | 1,481.34 | 34 | 1,79 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 21 |
| 640.124 | Travel Expense | 3,480.00 | .00 | 3,480.00 | 177.10 | .00 | 1,022.93 | 2,457.07 | 29 | 3,29 |
| 650.127 | Electricity | 97,280.00 | .00 | 97,280.00 | .00 | .00 | 26,762.94 | 70,517.06 | 28 | 84,72 |
| 650.133 | Stormwater | 711.00 | .00 | 711.00 | .00 | .00 | 232.20 | 478.80 | 33 | 69 |
| 650.134 | Security Lights | 1,481.00 | .00 | 1,481.00 | .00 | .00 | 484.00 | 997.00 | 33 | 1,45 |
| 650.1271 | Electricity- Sales Tax | 3,489.00 | .00 | 3,489.00 | .00 | .00 | 1,042.48 | 2,446.52 | 30 | 3,18 |
| 660.133 | Repairs & Maint. Services | 51,000.00 | .00 | 51,000.00 | 18,073.96 | 20,444.83 | 65,558.52 | (35,003.35) | 169 | 66,64 |
| 660.139 | Fleet Services Materials | 18,000.00 | .00 | 18,000.00 | 956.75 | .00 | 4,260.52 | 13,739.48 | 24 | 26,12 |
| 660.145 | Gasoline & Oil | 27,873.00 | .00 | 27,873.00 | 1,264.95 | .00 | 7,141.16 | 20,731.84 | 26 | 22,82 |
| 660.1391 | Fleet Services Labor | 23,290.00 | .00 | 23,290.00 | 1,334.70 | .00 | 9,695.80 | 13,594.20 | 42 | 19,13 |
| 662.141 | Department Repairs | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 37 |
| 670.156 | Equipment Rental/Lease | 6,000.00 | .00 | 6,000.00 | 5,430.88 | 12,990.70 | 5,430.88 | (12,421.58) | 307 | |
| 685.180 | Membership Dues and Fees | 900.00 | .00 | 900.00 | .00 | .00 | 70.00 | 830.00 | 8 | 8 |
| 685.182 | Other Operating Expenses | 7,700.00 | .00 | 7,700.00 | 711.93 | .00 | 3,091.59 | 4,608.41 | 40 | 6,54 |
| 685.183 | Depreciation | 240,500.00 | .00 | 240,500.00 | .00 | .00 | 84,507.21 | 155,992.79 | 35 | 238,75 |
| 685.186 | Training | 2,300.00 | .00 | 2,300.00 | .00 | .00 | 60.00 | 2,240.00 | 3 | 37 |
| 685.187 | Special Projects | .00 | .00 | .00 | 2,479.67 | .00 | 14,878.49 | (14,878.49) | +++ | |
| 686.187 | Professional Services | 6,500.00 | .00 | 6,500.00 | .00 | .00 | .00 | 6,500.00 | 0 | 1,75 |
| 686.189 | Employee Medical | 850.00 | .00 | 850.00 | .00 | .00 | 120.00 | 730.00 | 14 | 81 |
| 686.191 | Contract Services/Studies | 2,520.00 | .00 | 2,520.00 | 138.79 | .00 | 932.54 | 1,587.46 | 37 | 2,29 |
| 686.195 | Repair/Maint Svc Contract | 7,160.00 | .00 | 7,160.00 | 204.21 | .00 | 1,032.39 | 6,127.61 | 14 | 3,29 |
| 686.1895 | Employee wellness services | 1,469.00 | .00 | 1,469.00 | 278.38 | .00 | 1,082.89 | 386.11 | 74 | 3,30 |
| 687.202 | Utility Billing Services | 5,000.00 | .00 | 5,000.00 | 1,519.13 | .00 | 3,287.16 | 1,712.84 | 66 | 4,66 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **18 - Wastewater Collections** | | | | | | | | | | |
| | *Other Services & Charges Totals* | $551,743.00 | $0.00 | $551,743.00 | $32,761.97 | $33,435.53 | $247,427.58 | $270,879.89 | 51% | $519,908 |
| *Other Objects* | | | | | | | | | | |
| 702.106 | Interest- Bonds | 9,649.00 | .00 | 9,649.00 | (7.74) | .00 | 2,603.75 | 7,045.25 | 27 | 7,42( |
| 702.110 | Bond Principal | 22,792.00 | .00 | 22,792.00 | 1,545.70 | .00 | 7,713.89 | 15,078.11 | 34 | 16,87 |
| 720.001 | Provision for Bad Debts | 7,500.00 | .00 | 7,500.00 | .00 | .00 | .00 | 7,500.00 | 0 | 13,27 |
| 795.995 | GF Cost Distribution | 65,124.00 | .00 | 65,124.00 | .00 | .00 | .00 | 65,124.00 | 0 | 65,12 |
| 7999.9999 | Principal Reclassified | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (16,878 |
| | *Other Objects Totals* | $105,065.00 | $0.00 | $105,065.00 | $1,537.96 | $0.00 | $10,317.64 | $94,747.36 | 10% | $85,82 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | 107,590.00 | .00 | 107,590.00 | 4,831.93 | .00 | 28,851.31 | 78,738.69 | 27 | 95,22 |
| | *Inter-Dept. Allocations Totals* | $107,590.00 | $0.00 | $107,590.00 | $4,831.93 | $0.00 | $28,851.31 | $78,738.69 | 27% | $95,22 |
| *Capital Outlay* | | | | | | | | | | |
| 900.906 | SCDOT US 17/521 Improvements | 230,000.00 | .00 | 230,000.00 | 90,949.00 | 103,776.61 | 545,492.03 | (419,268.64) | 282 | |
| 900.911 | Sewer Improvement Projects | 212,000.00 | .00 | 212,000.00 | 3,189.87 | 10,328.00 | 24,422.09 | 177,249.91 | 16 | |
| 900.3700 | Wastewater Collection Sys | .00 | .00 | .00 | .00 | (239,481.86) | 107,725.88 | 131,755.98 | +++ | 880,43 |
| 9999.9999 | Assets Reclassified | (442,000.00) | .00 | (442,000.00) | .00 | .00 | .00 | (442,000.00) | 0 | (853,068 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $94,138.87 | ($125,377.25) | $677,640.00 | ($552,262.75) | +++ | $27,36 |
| | Department **18 - Wastewater Collections** Totals | $1,227,461.00 | $0.00 | $1,227,461.00 | $169,777.59 | ($71,912.72) | $1,174,414.00 | $124,959.72 | 90% | $1,198,19 |
| Department **34 - Regional Wastewater Plant** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 205,000.00 | .00 | 205,000.00 | 17,695.18 | .00 | 99,062.38 | 105,937.62 | 48 | 196,44 |
| 401.103 | Overtime | 12,800.00 | .00 | 12,800.00 | 809.25 | .00 | 4,240.24 | 8,559.76 | 33 | 10,36 |
| 405.114 | FICA | 15,325.00 | .00 | 15,325.00 | 1,309.36 | .00 | 7,268.92 | 8,056.08 | 47 | 15,02 |
| 406.116 | Retirement | 22,670.00 | .00 | 22,670.00 | 1,857.76 | .00 | 10,957.97 | 11,712.03 | 48 | 22,54 |
| 408.125 | SCMIT Worker's Comp Ins. | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 831.87 | 668.13 | 55 | 1,35 |
| 410.001 | Health Claims Cost | 42,690.00 | .00 | 42,690.00 | 3,339.44 | .00 | 16,845.11 | 25,844.89 | 39 | 53,73 |
| | *Personal Services Totals* | $299,985.00 | $0.00 | $299,985.00 | $25,010.99 | $0.00 | $139,206.49 | $160,778.51 | 46% | $299,48 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 8,700.00 | .00 | 8,700.00 | 116.72 | .00 | 1,771.16 | 6,928.84 | 20 | 5,67 |
| 500.102 | Equipment | 7,000.00 | .00 | 7,000.00 | .00 | .00 | .00 | 7,000.00 | 0 | 5,90 |
| 501.101 | Uniforms and Clothing | 4,250.00 | .00 | 4,250.00 | 171.74 | .00 | 2,674.88 | 1,575.12 | 63 | 2,77 |
| 512.108 | Chemicals | 101,750.00 | .00 | 101,750.00 | 9,161.24 | 41,616.76 | 32,804.69 | 27,328.55 | 73 | 99,23 |
| 512.109 | Laboratory Supplies | 18,000.00 | .00 | 18,000.00 | 1,380.60 | .00 | 4,188.66 | 13,811.34 | 23 | 16,30 |
| 515.121 | Safety Supplies | 1,200.00 | .00 | 1,200.00 | .00 | .00 | 226.84 | 973.16 | 19 | 86 |
| 532.148 | Small Hand Tools | 680.00 | .00 | 680.00 | 230.48 | .00 | 434.36 | 245.64 | 64 | 63 |
| | *Supplies Totals* | $141,580.00 | $0.00 | $141,580.00 | $11,060.78 | $41,616.76 | $42,100.59 | $57,862.65 | 59% | $131,41 |
| *Other Services & Charges* | | | | | | | | | | |
| 515.129 | Permit Fees Due To Others | 9,100.00 | .00 | 9,100.00 | 2,660.00 | .00 | 8,077.37 | 1,022.63 | 89 | 13,26 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **34 - Regional Wastewater Plant** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 17,250.00 | .00 | 17,250.00 | .00 | .00 | 5,873.16 | 11,376.84 | 34 | 11,51 |
| 610.111 | Communications- Landline | 2,100.00 | .00 | 2,100.00 | .00 | .00 | 916.15 | 1,183.85 | 44 | 2,20 |
| 610.112 | Postage | 1,000.00 | .00 | 1,000.00 | 23.71 | .00 | 77.55 | 922.45 | 8 | 23 |
| 610.1110 | Communications- Wireless | 720.00 | .00 | 720.00 | 68.20 | .00 | 340.86 | 379.14 | 47 | 80 |
| 620.114 | Advertising | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 18 |
| 640.124 | Travel Expense | 1,730.00 | .00 | 1,730.00 | 108.68 | .00 | 115.58 | 1,614.42 | 7 | 71 |
| 650.127 | Electricity | 421,903.00 | .00 | 421,903.00 | .00 | .00 | 120,296.44 | 301,606.56 | 29 | 392,68 |
| 650.128 | Water | 1,202.00 | .00 | 1,202.00 | .00 | .00 | 691.68 | 510.32 | 58 | 1,66 |
| 650.130 | Sanitation | 3,208.00 | .00 | 3,208.00 | .00 | .00 | 1,048.52 | 2,159.48 | 33 | 3,14 |
| 650.133 | Stormwater | 933.00 | .00 | 933.00 | .00 | .00 | 304.84 | 628.16 | 33 | 91 |
| 650.134 | Security Lights | 4,247.00 | .00 | 4,247.00 | .00 | .00 | 1,388.00 | 2,859.00 | 33 | 4,16 |
| 650.1271 | Electricity- Sales Tax | 16,249.00 | .00 | 16,249.00 | .00 | .00 | 5,291.60 | 10,957.40 | 33 | 15,25 |
| 660.133 | Repairs & Maint. Services | 90,000.00 | .00 | 90,000.00 | 9,724.15 | 5,558.25 | 28,031.22 | 56,410.53 | 37 | 101,33 |
| 660.139 | Fleet Services Materials | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 516.22 | 483.78 | 52 | 3,17 |
| 660.145 | Gasoline & Oil | 5,362.00 | .00 | 5,362.00 | 234.79 | .00 | 1,963.79 | 3,398.21 | 37 | 4,74 |
| 660.1391 | Fleet Services Labor | 1,200.00 | .00 | 1,200.00 | 40.90 | .00 | 1,029.85 | 170.15 | 86 | 1,59 |
| 670.156 | Equipment Rental/Lease | 4,000.00 | .00 | 4,000.00 | 204.70 | .00 | 1,399.76 | 2,600.24 | 35 | 3,38 |
| 685.180 | Membership Dues and Fees | 445.00 | .00 | 445.00 | .00 | .00 | 140.00 | 305.00 | 31 | 35 |
| 685.182 | Other Operating Expenses | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 21 |
| 685.186 | Training | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 255.00 | 2,745.00 | 8 | 1,49 |
| 685.190 | Landfill Fees | 121,500.00 | .00 | 121,500.00 | 1,710.45 | .00 | 13,261.86 | 108,238.14 | 11 | 31,78 |
| 686.186 | Legal Services | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | |
| 686.187 | Professional Services | 137,160.00 | .00 | 137,160.00 | 10,660.00 | .00 | 49,660.00 | 87,500.00 | 36 | 114,77 |
| 686.189 | Employee Medical | 1,100.00 | .00 | 1,100.00 | .00 | .00 | .00 | 1,100.00 | 0 | 53 |
| 686.194 | Other Prof/Tech Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,66 |
| 686.195 | Repair/Maint Svc Contract | 4,740.00 | .00 | 4,740.00 | 204.09 | .00 | 1,917.09 | 2,822.91 | 40 | 8,84 |
| 686.1895 | Employee wellness services | 734.00 | .00 | 734.00 | 60.30 | .00 | 234.56 | 499.44 | 32 | 80 |
| | *Other Services & Charges Totals* | $856,383.00 | $0.00 | $856,383.00 | $25,699.97 | $5,558.25 | $242,831.10 | $607,993.65 | 29% | $722,44 |
| *Other Objects* | | | | | | | | | | |
| 702.106 | Interest- Bonds | 144,383.00 | .00 | 144,383.00 | 11,406.21 | .00 | 58,158.02 | 86,224.98 | 40 | 150,92 |
| 702.110 | Bond Principal | 572,214.00 | .00 | 572,214.00 | 45,606.73 | .00 | 226,906.68 | 345,307.32 | 40 | 533,23 |
| 703.109 | Agents Fee | 3,200.00 | .00 | 3,200.00 | .00 | .00 | .00 | 3,200.00 | 0 | 3,15 |
| 795.995 | GF Cost Distribution | 43,525.00 | .00 | 43,525.00 | .00 | .00 | .00 | 43,525.00 | 0 | 43,52 |
| 7999.9999 | Principal Reclassified | (572,214.00) | .00 | (572,214.00) | (45,606.73) | .00 | (226,906.68) | (345,307.32) | 40 | (533,231 |
| | *Other Objects Totals* | $191,108.00 | $0.00 | $191,108.00 | $11,406.21 | $0.00 | $58,158.02 | $132,949.98 | 30% | $197,59 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | 107,590.00 | .00 | 107,590.00 | 4,831.93 | .00 | 28,851.31 | 78,738.69 | 27 | 95,22 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0032 - Wastewater Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **34 - Regional Wastewater Plant** | | | | | | | | | | |
| | *Inter-Dept. Allocations Totals* | $107,590.00 | $0.00 | $107,590.00 | $4,831.93 | $0.00 | $28,851.31 | $78,738.69 | 27% | $95,22 |
| *Capital Outlay* | | | | | | | | | | |
| 900.909 | Headworks Modifications - Phase I | 567,500.00 | .00 | 567,500.00 | 925.00 | 731,464.85 | 10,870.89 | (174,835.74) | 131 | |
| 900.910 | SBR Reactor #3 Modifications | 605,000.00 | .00 | 605,000.00 | 37,207.70 | 308,526.22 | 92,462.28 | 204,011.50 | 66 | |
| 900.7000 | Regional Wstewtr Treatmnt | .00 | .00 | .00 | .00 | (482,474.06) | .00 | 482,474.06 | +++ | 102,87 |
| 9999.9999 | Assets Reclassified | (1,172,500.00) | .00 | (1,172,500.00) | .00 | .00 | .00 | (1,172,500.00) | 0 | (108,549 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $38,132.70 | $557,517.01 | $103,333.17 | ($660,850.18) | +++ | ($5,669 |
| Sub Department **17 - Wastewater Treatment** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 410.003 | OPEB cost | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,95 |
| | *Personal Services Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $1,95 |
| *Other Services & Charges* | | | | | | | | | | |
| 685.183 | Depreciation | 539,000.00 | .00 | 539,000.00 | .00 | .00 | 179,150.21 | 359,849.79 | 33 | 539,13 |
| | *Other Services & Charges Totals* | $539,000.00 | $0.00 | $539,000.00 | $0.00 | $0.00 | $179,150.21 | $359,849.79 | 33% | $539,13 |
| | Sub Department **17 - Wastewater Treatment** Totals | $539,000.00 | $0.00 | $539,000.00 | $0.00 | $0.00 | $179,150.21 | $359,849.79 | 33% | $541,08 |
| | Department **34 - Regional Wastewater Plant** Totals | $2,135,646.00 | $0.00 | $2,135,646.00 | $116,142.58 | $604,692.02 | $793,630.89 | $737,323.09 | 65% | $1,981,58 |
| | EXPENSE TOTALS | $3,363,107.00 | $0.00 | $3,363,107.00 | $285,920.17 | $532,779.30 | $1,968,044.89 | $862,282.81 | 74% | $3,179,78 |
| | Fund **0032 - Wastewater Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 3,363,107.00 | .00 | 3,363,107.00 | 312,384.24 | .00 | 1,363,761.98 | 1,999,345.02 | 41 | 3,939,24 |
| | EXPENSE TOTALS | 3,363,107.00 | .00 | 3,363,107.00 | 285,920.17 | 532,779.30 | 1,968,044.89 | 862,282.81 | 74 | 3,179,78 |
| | Fund **0032 - Wastewater Fund** Totals | $0.00 | $0.00 | $0.00 | $26,464.07 | ($532,779.30) | ($604,282.91) | $1,137,062.21 | | $759,46 |
| Fund **0033 - Stormwater Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Operating Revenues* | | | | | | | | | | |
| 301.000 | Sale Of Utilities | 500,000.00 | .00 | 500,000.00 | 40,903.87 | .00 | 205,255.93 | 294,744.07 | 41 | 494,35 |
| 302.001 | Penalties | 6,000.00 | .00 | 6,000.00 | 350.39 | .00 | 2,626.73 | 3,373.27 | 44 | 6,60 |
| | *Operating Revenues Totals* | $506,000.00 | $0.00 | $506,000.00 | $41,254.26 | $0.00 | $207,882.66 | $298,117.34 | 41% | $500,95 |
| *Investment Earnings* | | | | | | | | | | |
| 361.001 | Investment Earnings | 1,200.00 | .00 | 1,200.00 | .00 | .00 | 1,313.19 | (113.19) | 109 | 2,71 |
| | *Investment Earnings Totals* | $1,200.00 | $0.00 | $1,200.00 | $0.00 | $0.00 | $1,313.19 | ($113.19) | 109% | $2,71 |
| *Miscellaneous* | | | | | | | | | | |
| 369.002 | Miscellaneous Revenue | .00 | .00 | .00 | .00 | .00 | .07 | (.07) | +++ | 1 |
| | *Miscellaneous Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.07 | ($0.07) | +++ | $1 |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 170,140.00 | .00 | 170,140.00 | .00 | .00 | .00 | 170,140.00 | 0 | |
| | *Operating Transfers In Totals* | $170,140.00 | $0.00 | $170,140.00 | $0.00 | $0.00 | $0.00 | $170,140.00 | 0% | $( |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0033 - Stormwater Utility Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| | Department **00 - Revenue** Totals | $677,340.00 | $0.00 | $677,340.00 | $41,254.26 | $0.00 | $209,195.92 | $468,144.08 | 31% | $503,67 |
| | REVENUE TOTALS | $677,340.00 | $0.00 | $677,340.00 | $41,254.26 | $0.00 | $209,195.92 | $468,144.08 | 31% | $503,67 |
| EXPENSE | | | | | | | | | | |
| Department **40 - Storm Water Utlity Exp.** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 195,000.00 | .00 | 195,000.00 | 15,774.46 | .00 | 97,114.14 | 97,885.86 | 50 | 190,69 |
| 401.103 | Overtime | 6,250.00 | .00 | 6,250.00 | 1,026.86 | .00 | 8,437.21 | (2,187.21) | 135 | 4,87 |
| 405.114 | FICA | 13,675.00 | .00 | 13,675.00 | 1,193.32 | .00 | 7,292.55 | 6,382.45 | 53 | 13,92 |
| 406.116 | Retirement | 20,845.00 | .00 | 20,845.00 | 1,699.88 | .00 | 11,080.10 | 9,764.90 | 53 | 21,41 |
| 408.125 | SCMIT Worker's Comp Ins. | 7,660.00 | .00 | 7,660.00 | .00 | .00 | 2,970.92 | 4,689.08 | 39 | 4,33 |
| 410.001 | Health Claims Cost | 51,476.00 | .00 | 51,476.00 | 3,852.66 | .00 | 19,797.26 | 31,678.74 | 38 | 61,51 |
| 410.002 | Health Claim Costs-Retire | 19,027.00 | .00 | 19,027.00 | 716.16 | .00 | 3,634.40 | 15,392.60 | 19 | |
| 410.003 | OPEB cost | 4,000.00 | .00 | 4,000.00 | .00 | .00 | .00 | 4,000.00 | 0 | 2,73 |
| | *Personal Services Totals* | $317,933.00 | $0.00 | $317,933.00 | $24,263.34 | $0.00 | $150,326.58 | $167,606.42 | 47% | $299,49 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 3,200.00 | .00 | 3,200.00 | 93.00 | .00 | 306.04 | 2,893.96 | 10 | 2,35 |
| 500.102 | Equipment | 5,900.00 | .00 | 5,900.00 | .00 | .00 | 513.51 | 5,386.49 | 9 | 1,51 |
| 501.101 | Uniforms and Clothing | 4,750.00 | .00 | 4,750.00 | 496.90 | .00 | 2,096.72 | 2,653.28 | 44 | 4,44 |
| 513.112 | Asphalt/Concrete/Gravel | 5,950.00 | .00 | 5,950.00 | .00 | .00 | 592.14 | 5,357.86 | 10 | 3,67 |
| 514.112 | SW Collection Syst Supply | 6,500.00 | .00 | 6,500.00 | 185.92 | .00 | 989.31 | 5,510.69 | 15 | 1,32 |
| 515.121 | Safety Supplies | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | 24 |
| 532.148 | Small Hand Tools | 330.00 | .00 | 330.00 | .00 | .00 | .00 | 330.00 | 0 | |
| | *Supplies Totals* | $27,230.00 | $0.00 | $27,230.00 | $775.82 | $0.00 | $4,497.72 | $22,732.28 | 17% | $13,55 |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 6,000.00 | .00 | 6,000.00 | .00 | .00 | 2,267.31 | 3,732.69 | 38 | 4,44 |
| 610.111 | Communications- Landline | 1,250.00 | .00 | 1,250.00 | 48.00 | .00 | 473.28 | 776.72 | 38 | 1,09 |
| 610.112 | Postage | 100.00 | .00 | 100.00 | 10.93 | .00 | 18.64 | 81.36 | 19 | 2 |
| 610.1110 | Communications- Wireless | 250.00 | .00 | 250.00 | 23.19 | .00 | 93.95 | 156.05 | 38 | 20 |
| 620.114 | Advertising | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| 640.124 | Travel Expense | 410.00 | .00 | 410.00 | .00 | .00 | 90.85 | 319.15 | 22 | 11 |
| 650.127 | Electricity | 1,963.00 | .00 | 1,963.00 | .00 | .00 | 807.36 | 1,155.64 | 41 | 1,70 |
| 650.128 | Water | 357.00 | .00 | 357.00 | .00 | .00 | 119.22 | 237.78 | 33 | 35 |
| 650.129 | Wastewater | 192.00 | .00 | 192.00 | .00 | .00 | 62.72 | 129.28 | 33 | 18 |
| 650.134 | Security Lights | 979.00 | .00 | 979.00 | .00 | .00 | 320.00 | 659.00 | 33 | 96 |
| 650.1271 | Electricity- Sales Tax | 19.00 | .00 | 19.00 | .00 | .00 | 14.78 | 4.22 | 78 | 1 |
| 660.133 | Repairs & Maint. Services | 19,250.00 | .00 | 19,250.00 | 2,230.41 | .00 | 4,723.30 | 14,526.70 | 25 | 8,45 |
| 660.139 | Fleet Services Materials | 15,000.00 | .00 | 15,000.00 | 100.46 | .00 | 4,982.97 | 10,017.03 | 33 | 18,71 |
| 660.145 | Gasoline & Oil | 10,155.00 | .00 | 10,155.00 | 583.44 | .00 | 3,886.76 | 6,268.24 | 38 | 9,11 |
| 660.1391 | Fleet Services Labor | 25,000.00 | .00 | 25,000.00 | 1,128.10 | .00 | 11,173.91 | 13,826.09 | 45 | 18,34 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0033 - Stormwater Utility Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **40 - Storm Water Utlity Exp.** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 662.141 | Department Repairs | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,07 |
| 670.156 | Equipment Rental/Lease | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | |
| 681.100 | Capital Lease Principal | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 35,85 |
| 681.120 | Capital Lease Interest | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 33 |
| 685.180 | Membership Dues and Fees | 360.00 | .00 | 360.00 | .00 | .00 | .00 | 360.00 | 0 | |
| 685.182 | Other Operating Expenses | 2,500.00 | .00 | 2,500.00 | 237.31 | .00 | 1,064.60 | 1,435.40 | 43 | 2,25 |
| 685.183 | Depreciation | 155,000.00 | .00 | 155,000.00 | .00 | .00 | 114,790.47 | 40,209.53 | 74 | 414,69 |
| 685.186 | Training | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | 24 |
| 686.187 | Professional Services | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 1,22 |
| 686.189 | Employee Medical | 350.00 | .00 | 350.00 | .00 | .00 | 60.00 | 290.00 | 17 | 42 |
| 686.195 | Repair/Maint Svc Contract | 2,580.00 | .00 | 2,580.00 | 204.09 | .00 | 823.59 | 1,756.41 | 32 | 2,47 |
| 686.1895 | Employee wellness services | 1,224.00 | .00 | 1,224.00 | 190.44 | .00 | 740.82 | 483.18 | 61 | 2,28 |
| 687.202 | Utility Billing Services | 2,000.00 | .00 | 2,000.00 | 523.85 | .00 | 1,133.53 | 866.47 | 57 | 1,60 |
| 687.203 | Contract Services | .00 | .00 | .00 | 1,824.00 | .00 | 1,824.00 | (1,824.00) | +++ | |
| | *Other Services & Charges Totals* | $248,939.00 | $0.00 | $248,939.00 | $7,104.22 | $0.00 | $149,472.06 | $99,466.94 | 60% | $526,22 |
| *Other Objects* | | | | | | | | | | |
| 720.001 | Provision for Bad Debts | 1,400.00 | .00 | 1,400.00 | .00 | .00 | .00 | 1,400.00 | 0 | 2,25 |
| 795.995 | GF Cost Distribution | 38,803.00 | .00 | 38,803.00 | .00 | .00 | .00 | 38,803.00 | 0 | 38,80 |
| 7999.9999 | Principal Reclassified | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (35,851 |
| | *Other Objects Totals* | $40,203.00 | $0.00 | $40,203.00 | $0.00 | $0.00 | $0.00 | $40,203.00 | 0% | $5,20 |
| *Inter-Dept. Allocations* | | | | | | | | | | |
| 795.999 | Allocation G&A Services | 43,035.00 | .00 | 43,035.00 | 1,932.70 | .00 | 11,540.46 | 31,494.54 | 27 | 37,73 |
| | *Inter-Dept. Allocations Totals* | $43,035.00 | $0.00 | $43,035.00 | $1,932.70 | $0.00 | $11,540.46 | $31,494.54 | 27% | $37,73 |
| *Capital Outlay* | | | | | | | | | | |
| 900.912 | Oakley Street Improvements | 285,000.00 | .00 | 285,000.00 | .00 | .00 | .00 | 285,000.00 | 0 | |
| 900.913 | Maryville (Cherry Street) Improvements | 350,000.00 | .00 | 350,000.00 | .00 | .00 | .00 | 350,000.00 | 0 | |
| 900.916 | Broad Street Improvements | 210,000.00 | .00 | 210,000.00 | .00 | .00 | .00 | 210,000.00 | 0 | |
| 900.1000 | Infrastructure Improvemts | .00 | .00 | .00 | .00 | 10,283.14 | 2,145.62 | (12,428.76) | +++ | 12,90 |
| 900.4100 | Vehicles | 22,000.00 | .00 | 22,000.00 | .00 | .00 | .00 | 22,000.00 | 0 | |
| 900.4300 | Other Equipment | 103,000.00 | .00 | 103,000.00 | .00 | 24,000.00 | .00 | 79,000.00 | 23 | |
| 9999.9999 | Assets Reclassified | (970,000.00) | .00 | (970,000.00) | .00 | .00 | .00 | (970,000.00) | 0 | (12,900 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $34,283.14 | $2,145.62 | ($36,428.76) | +++ | $0 |
| | Department **40 - Storm Water Utlity Exp.** Totals | $677,340.00 | $0.00 | $677,340.00 | $34,076.08 | $34,283.14 | $317,982.44 | $325,074.42 | 52% | $882,20 |
| | EXPENSE TOTALS | $677,340.00 | $0.00 | $677,340.00 | $34,076.08 | $34,283.14 | $317,982.44 | $325,074.42 | 52% | $882,20 |
| | Fund **0033 - Stormwater Utility Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 677,340.00 | .00 | 677,340.00 | 41,254.26 | .00 | 209,195.92 | 468,144.08 | 31 | 503,67 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| | EXPENSE TOTALS | 677,340.00 | .00 | 677,340.00 | 34,076.08 | 34,283.14 | 317,982.44 | 325,074.42 | 52 | 882,20( |
| | Fund **0033 - Stormwater Utility Fund** Totals | $0.00 | $0.00 | $0.00 | $7,178.18 | ($34,283.14) | ($108,786.52) | $143,069.66 | | ($378,526 |
| Fund **0035 - Waste Management Fund** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Charges for Services* | | | | | | | | | | |
| 344.001 | Refuse Col Chge-Resident | 780,000.00 | .00 | 780,000.00 | 63,134.00 | .00 | 317,338.63 | 462,661.37 | 41 | 764,65 |
| 344.002 | Refuse Col Chge-Comm | 125,000.00 | .00 | 125,000.00 | 10,718.58 | .00 | 53,669.61 | 71,330.39 | 43 | 124,14( |
| 344.003 | Sanitation Fee Penalties | 15,000.00 | .00 | 15,000.00 | 897.51 | .00 | 6,298.26 | 8,701.74 | 42 | 16,19( |
| | *Charges for Services Totals* | $920,000.00 | $0.00 | $920,000.00 | $74,750.09 | $0.00 | $377,306.50 | $542,693.50 | 41% | $904,99 |
| *Miscellaneous* | | | | | | | | | | |
| 369.002 | Miscellaneous Revenue | 100.00 | .00 | 100.00 | .00 | .00 | 180.00 | (80.00) | 180 | 8,79 |
| | *Miscellaneous Totals* | $100.00 | $0.00 | $100.00 | $0.00 | $0.00 | $180.00 | ($80.00) | 180% | $8,79 |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 4,089.00 | .00 | 4,089.00 | .00 | .00 | .00 | 4,089.00 | 0 | |
| | *Operating Transfers In Totals* | $4,089.00 | $0.00 | $4,089.00 | $0.00 | $0.00 | $0.00 | $4,089.00 | 0% | $( |
| | Department **00 - Revenue** Totals | $924,189.00 | $0.00 | $924,189.00 | $74,750.09 | $0.00 | $377,486.50 | $546,702.50 | 41% | $913,78 |
| | REVENUE TOTALS | $924,189.00 | $0.00 | $924,189.00 | $74,750.09 | $0.00 | $377,486.50 | $546,702.50 | 41% | $913,78 |
| EXPENSE | | | | | | | | | | |
| Department **25 - Keep Georgetown Beautiful** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (244 |
| 405.114 | FICA | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (18 |
| 406.116 | Retirement | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (26 |
| | *Personal Services Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | ($289 |
| | Department **25 - Keep Georgetown Beautiful** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | ($289 |
| Department **31 - Residential Sanitation** | | | | | | | | | | |
| *Personal Services* | | | | | | | | | | |
| 400.101 | Regular Pay | 220,000.00 | .00 | 220,000.00 | 17,627.30 | .00 | 91,194.31 | 128,805.69 | 41 | 214,41 |
| 401.103 | Overtime | 19,100.00 | .00 | 19,100.00 | (261.62) | .00 | 10,801.67 | 8,298.33 | 57 | 18,58 |
| 401.109 | Seasonal City employee labor | 58,000.00 | .00 | 58,000.00 | .00 | .00 | .00 | 58,000.00 | 0 | |
| 405.114 | FICA | 15,700.00 | .00 | 15,700.00 | 1,318.61 | .00 | 7,152.42 | 8,547.58 | 46 | 16,81 |
| 406.116 | Retirement | 23,425.00 | .00 | 23,425.00 | 1,851.20 | .00 | 10,715.18 | 12,709.82 | 46 | 25,37 |
| 408.125 | SCMIT Worker's Comp Ins. | 11,500.00 | .00 | 11,500.00 | .00 | .00 | 6,620.35 | 4,879.65 | 58 | 11,04 |
| 410.001 | Health Claims Cost | 54,321.00 | .00 | 54,321.00 | 3,552.82 | .00 | 14,520.56 | 39,800.44 | 27 | 67,77 |
| 410.002 | Health Claim Costs-Retire | .00 | .00 | .00 | 1,021.92 | .00 | 5,106.60 | (5,106.60) | +++ | 15,15( |
| 410.003 | OPEB cost | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 3,51 |
| | *Personal Services Totals* | $407,046.00 | $0.00 | $407,046.00 | $25,110.23 | $0.00 | $146,111.09 | $260,934.91 | 36% | $372,66 |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 1,500.00 | .00 | 1,500.00 | 412.46 | .00 | 1,068.35 | 431.65 | 71 | 3,42 |
| 500.102 | Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 22 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0035 - Waste Management Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **31 - Residential Sanitation** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 501.101 | Uniforms and Clothing | 16,000.00 | .00 | 16,000.00 | 4,617.14 | .00 | 10,194.59 | 5,805.41 | 64 | 23,85 |
| 515.121 | Safety Supplies | 3,000.00 | .00 | 3,000.00 | 249.49 | .00 | 710.46 | 2,289.54 | 24 | 1,72 |
| | *Supplies Totals* | $20,500.00 | $0.00 | $20,500.00 | $5,279.09 | $0.00 | $11,973.40 | $8,526.60 | 58% | $29,23 |
| *Other Services & Charges* | | | | | | | | | | |
| 600.110 | SCMIRF Property/Liab Ins | 31,500.00 | .00 | 31,500.00 | .00 | .00 | 10,926.80 | 20,573.20 | 35 | 21,42 |
| 610.111 | Communications- Landline | 300.00 | .00 | 300.00 | 11.66 | .00 | 58.73 | 241.27 | 20 | 20 |
| 610.112 | Postage | 300.00 | .00 | 300.00 | 2.40 | .00 | 18.02 | 281.98 | 6 | 4 |
| 610.1110 | Communications- Wireless | 3,350.00 | .00 | 3,350.00 | .00 | .00 | .00 | 3,350.00 | 0 | |
| 620.114 | Advertising | 2,100.00 | .00 | 2,100.00 | 140.00 | .00 | 270.00 | 1,830.00 | 13 | 1,19 |
| 650.127 | Electricity | 1,131.00 | .00 | 1,131.00 | .00 | .00 | 311.41 | 819.59 | 28 | 1,21 |
| 650.128 | Water | 711.00 | .00 | 711.00 | .00 | .00 | 134.54 | 576.46 | 19 | 57 |
| 650.129 | Wastewater | 1,066.00 | .00 | 1,066.00 | .00 | .00 | 208.00 | 858.00 | 20 | 86 |
| 650.130 | Sanitation | 452.00 | .00 | 452.00 | .00 | .00 | 147.68 | 304.32 | 33 | 44 |
| 650.133 | Stormwater | 369.00 | .00 | 369.00 | .00 | .00 | 120.60 | 248.40 | 33 | 36 |
| 650.134 | Security Lights | 537.00 | .00 | 537.00 | .00 | .00 | 175.56 | 361.44 | 33 | 52 |
| 650.1271 | Electricity- Sales Tax | 2.00 | .00 | 2.00 | .00 | .00 | .98 | 1.02 | 49 | |
| 660.133 | Repairs & Maint. Services | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 1,410.85 | 3,589.15 | 28 | 3,76 |
| 660.136 | Container Repairs | 6,000.00 | .00 | 6,000.00 | 481.50 | 1,585.64 | 1,845.63 | 2,568.73 | 57 | 6,40 |
| 660.139 | Fleet Services Materials | 50,000.00 | .00 | 50,000.00 | 8,013.77 | .00 | 32,502.58 | 17,497.42 | 65 | 122,98 |
| 660.145 | Gasoline & Oil | 60,721.00 | .00 | 60,721.00 | 3,115.45 | .00 | 17,060.66 | 43,660.34 | 28 | 51,10 |
| 660.1362 | Roll-Out Purchases | 32,500.00 | .00 | 32,500.00 | 5,939.17 | .00 | 15,391.57 | 17,108.43 | 47 | 24,67 |
| 660.1391 | Fleet Services Labor | 64,500.00 | .00 | 64,500.00 | 4,461.35 | .00 | 36,509.87 | 27,990.13 | 57 | 74,11 |
| 660.1392 | Fleet Svcs- Outside Vends | 2,000.00 | .00 | 2,000.00 | 178.75 | .00 | 1,567.50 | 432.50 | 78 | 1,49 |
| 681.100 | Capital Lease Principal | 48,252.00 | .00 | 48,252.00 | .00 | .00 | .00 | 48,252.00 | 0 | |
| 681.120 | Capital Lease Interest | 7,118.00 | .00 | 7,118.00 | .00 | .00 | .00 | 7,118.00 | 0 | |
| 685.182 | Other Operating Expenses | 2,500.00 | .00 | 2,500.00 | 284.77 | .00 | 1,354.64 | 1,145.36 | 54 | 3,13 |
| 685.183 | Depreciation | 55,100.00 | .00 | 55,100.00 | .00 | .00 | 16,971.31 | 38,128.69 | 31 | 44,28 |
| 685.186 | Training | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | |
| 685.190 | Landfill Fees | 25,000.00 | .00 | 25,000.00 | 1,981.00 | .00 | 7,549.25 | 17,450.75 | 30 | 24,09 |
| 686.189 | Employee Medical | 1,800.00 | .00 | 1,800.00 | .00 | .00 | 60.00 | 1,740.00 | 3 | 68 |
| 686.195 | Repair/Maint Svc Contract | 3,000.00 | .00 | 3,000.00 | 192.50 | .00 | 770.00 | 2,230.00 | 26 | 4,41 |
| 686.1895 | Employee wellness services | 2,081.00 | .00 | 2,081.00 | 479.88 | .00 | 1,866.74 | 214.26 | 90 | 5,25 |
| 687.202 | Utility Billing Services | 3,100.00 | .00 | 3,100.00 | 1,060.37 | .00 | 2,294.43 | 805.57 | 74 | 3,25 |
| 687.203 | Contract Services | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | |
| | *Other Services & Charges Totals* | $416,990.00 | $0.00 | $416,990.00 | $26,342.57 | $1,585.64 | $149,527.35 | $265,877.01 | 36% | $396,54 |
| *Other Objects* | | | | | | | | | | |
| 720.001 | Provision for Bad Debts | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 7,57 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0035 - Waste Management Fund** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **31 - Residential Sanitation** | | | | | | | | | | |
| *Other Objects* | | | | | | | | | | |
| 730.120 | Recycling Labor | 35,000.00 | .00 | 35,000.00 | 2,431.00 | 6,800.00 | 7,886.73 | 20,313.27 | 42 | 32,21 |
| 730.122 | Recycling Operating | 12,000.00 | .00 | 12,000.00 | 732.96 | .00 | 3,749.44 | 8,250.56 | 31 | 9,90 |
| 795.001 | IT Internal Allocations | 7,000.00 | .00 | 7,000.00 | 457.24 | .00 | 2,114.82 | 4,885.18 | 30 | 5,08 |
| 795.995 | GF Cost Distribution | 72,405.00 | .00 | 72,405.00 | .00 | .00 | .00 | 72,405.00 | 0 | 72,40 |
| 7999.9999 | Principal Reclassified | (48,252.00) | .00 | (48,252.00) | .00 | .00 | .00 | (48,252.00) | 0 | |
| | *Other Objects Totals* | $79,653.00 | $0.00 | $79,653.00 | $3,621.20 | $6,800.00 | $13,750.99 | $59,102.01 | 26% | $127,17 |
| *Capital Outlay* | | | | | | | | | | |
| 900.4200 | Heavy Equipment | 135,000.00 | 28,142.00 | 163,142.00 | .00 | .00 | 160,536.00 | 2,606.00 | 98 | |
| 9999.9999 | Assets Reclassified | (135,000.00) | .00 | (135,000.00) | .00 | .00 | (160,519.00) | 25,519.00 | 119 | 3,95 |
| | *Capital Outlay Totals* | $0.00 | $28,142.00 | $28,142.00 | $0.00 | $0.00 | $17.00 | $28,125.00 | 0% | $3,95 |
| | Department **31 - Residential Sanitation** Totals | $924,189.00 | $28,142.00 | $952,331.00 | $60,353.09 | $8,385.64 | $321,379.83 | $622,565.53 | 35% | $929,57 |
| | EXPENSE TOTALS | $924,189.00 | $28,142.00 | $952,331.00 | $60,353.09 | $8,385.64 | $321,379.83 | $622,565.53 | 35% | $929,28 |
| | Fund **0035 - Waste Management Fund** Totals | | | | | | | | | |
| | REVENUE TOTALS | 924,189.00 | .00 | 924,189.00 | 74,750.09 | .00 | 377,486.50 | 546,702.50 | 41 | 913,78 |
| | EXPENSE TOTALS | 924,189.00 | 28,142.00 | 952,331.00 | 60,353.09 | 8,385.64 | 321,379.83 | 622,565.53 | 35 | 929,28 |
| | Fund **0035 - Waste Management Fund** Totals | $0.00 | ($28,142.00) | ($28,142.00) | $14,397.00 | ($8,385.64) | $56,106.67 | ($75,863.03) | | ($15,500 |
| Fund **0081 - Governmental Cap Assets** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **01 - Administration** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.183 | Depreciation | .00 | .00 | .00 | .00 | .00 | 163,491.51 | (163,491.51) | +++ | 466,81 |
| | *Other Services & Charges Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $163,491.51 | ($163,491.51) | +++ | $466,81 |
| *Capital Outlay* | | | | | | | | | | |
| 900.0000 | Capital Outlay Eliminatio | .00 | .00 | .00 | .00 | .00 | (34,800.95) | 34,800.95 | +++ | (498,781 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | ($34,800.95) | $34,800.95 | +++ | ($498,781 |
| | Department **01 - Administration** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $128,690.56 | ($128,690.56) | +++ | ($31,963 |
| Department **05 - Police** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.183 | Depreciation | .00 | .00 | .00 | .00 | .00 | 138,034.04 | (138,034.04) | +++ | 412,88 |
| | *Other Services & Charges Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $138,034.04 | ($138,034.04) | +++ | $412,88 |
| *Capital Outlay* | | | | | | | | | | |
| 900.0000 | Capital Outlay Eliminatio | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (157,195 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | ($157,195 |
| | Department **05 - Police** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $138,034.04 | ($138,034.04) | +++ | $255,68 |

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0081 - Governmental Cap Assets** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **12 - Public Works** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 685.183 | Depreciation | .00 | .00 | .00 | .00 | .00 | 47,921.96 | (47,921.96) | +++ | 145,36 |
| | *Other Services & Charges Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $47,921.96 | ($47,921.96) | +++ | $145,36 |
| *Capital Outlay* | | | | | | | | | | |
| 900.0000 | Capital Outlay Eliminatio | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (103,788 |
| | *Capital Outlay Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | ($103,788 |
| | Department **12 - Public Works** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $47,921.96 | ($47,921.96) | +++ | $41,57 |
| | EXPENSE TOTALS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $314,646.56 | ($314,646.56) | +++ | $265,29 |
| | Fund **0081 - Governmental Cap Assets** Totals | | | | | | | | | |
| | REVENUE TOTALS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | |
| | EXPENSE TOTALS | .00 | .00 | .00 | .00 | .00 | 314,646.56 | (314,646.56) | +++ | 265,29 |
| | Fund **0081 - Governmental Cap Assets** Totals | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | ($314,646.56) | $314,646.56 | | ($265,299 |
| Fund **0086 - Seized and Forfeited** | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department **00 - Revenue** | | | | | | | | | | |
| *Fines and Forfeitures* | | | | | | | | | | |
| 367.000 | Drug Enforcement Revenue | 7,500.00 | .00 | 7,500.00 | .00 | .00 | .00 | 7,500.00 | 0 | |
| | *Fines and Forfeitures Totals* | $7,500.00 | $0.00 | $7,500.00 | $0.00 | $0.00 | $0.00 | $7,500.00 | 0% | $( |
| *Sale of Assets* | | | | | | | | | | |
| 391.001 | Sale of Assets | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,51( |
| | *Sale of Assets Totals* | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ | $13,51( |
| *Operating Transfers In* | | | | | | | | | | |
| 394.002 | Transfer from fund balance | 41,975.00 | .00 | 41,975.00 | .00 | .00 | .00 | 41,975.00 | 0 | |
| | *Operating Transfers In Totals* | $41,975.00 | $0.00 | $41,975.00 | $0.00 | $0.00 | $0.00 | $41,975.00 | 0% | $( |
| | Department **00 - Revenue** Totals | $49,475.00 | $0.00 | $49,475.00 | $0.00 | $0.00 | $0.00 | $49,475.00 | 0% | $13,51( |
| | REVENUE TOTALS | $49,475.00 | $0.00 | $49,475.00 | $0.00 | $0.00 | $0.00 | $49,475.00 | 0% | $13,51( |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| *Supplies* | | | | | | | | | | |
| 500.101 | Supplies and Materials | 250.00 | .00 | 250.00 | .00 | .00 | .00 | 250.00 | 0 | |
| 501.101 | Uniforms and Clothing | 800.00 | .00 | 800.00 | 34.00 | .00 | 40.42 | 759.58 | 5 | 12( |
| | *Supplies Totals* | $1,050.00 | $0.00 | $1,050.00 | $34.00 | $0.00 | $40.42 | $1,009.58 | 4% | $12( |
| *Other Services & Charges* | | | | | | | | | | |
| 610.1110 | Communications- Wireless | 2,880.00 | .00 | 2,880.00 | .00 | .00 | .00 | 2,880.00 | 0 | |
| 640.124 | Travel Expense | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 241.26 | 1,758.74 | 12 | 1,50 |
| 660.133 | Repairs & Maint. Services | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 3 |
| 660.134 | Radio Repairs | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT

# Budget Performance Report

Fiscal Year to Date 11/30/1[illegible]
Exclude Rollup Accou

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year T |
|---|---|---|---|---|---|---|---|---|---|---|
| Fund **0086 - Seized and Forfeited** | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department **05 - Police** | | | | | | | | | | |
| *Other Services & Charges* | | | | | | | | | | |
| 660.145 | Gasoline & Oil | .00 | .00 | .00 | .00 | .00 | 72.42 | (72.42) | +++ | 2( |
| 685.180 | Membership Dues and Fees | 1,250.00 | .00 | 1,250.00 | .00 | .00 | .00 | 1,250.00 | 0 | 12! |
| 685.182 | Other Operating Expenses | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | |
| 685.186 | Training | 1,795.00 | .00 | 1,795.00 | .00 | .00 | .00 | 1,795.00 | 0 | 1,00( |
| 685.191 | Canine Unit Operations | 17,500.00 | .00 | 17,500.00 | .00 | .00 | 510.05 | 16,989.95 | 3 | 7,56( |
| 686.194 | Other Prof/Tech Services | 10,000.00 | .00 | 10,000.00 | .00 | 4,000.00 | .00 | 6,000.00 | 40 | |
| | *Other Services & Charges Totals* | $48,425.00 | $0.00 | $48,425.00 | $0.00 | $4,000.00 | $823.73 | $43,601.27 | 10% | $10,25 |
| | Department **05 - Police** Totals | $49,475.00 | $0.00 | $49,475.00 | $34.00 | $4,000.00 | $864.15 | $44,610.85 | 10% | $10,38( |
| | EXPENSE TOTALS | $49,475.00 | $0.00 | $49,475.00 | $34.00 | $4,000.00 | $864.15 | $44,610.85 | 10% | $10,38( |
| | Fund **0086 - Seized and Forfeited** Totals | | | | | | | | | |
| | REVENUE TOTALS | 49,475.00 | .00 | 49,475.00 | .00 | .00 | .00 | 49,475.00 | 0 | 13,51( |
| | EXPENSE TOTALS | 49,475.00 | .00 | 49,475.00 | 34.00 | 4,000.00 | 864.15 | 44,610.85 | 10 | 10,38( |
| | Fund **0086 - Seized and Forfeited** Totals | $0.00 | $0.00 | $0.00 | ($34.00) | ($4,000.00) | ($864.15) | $4,864.15 | | $3,13! |
| | Grand Totals | | | | | | | | | |
| | REVENUE TOTALS | 36,415,854.00 | .00 | 36,415,854.00 | 1,684,412.65 | .00 | 9,363,719.87 | 27,052,134.13 | 26 | 30,988,22 |
| | EXPENSE TOTALS | 36,411,854.00 | 723,494.00 | 37,135,348.00 | 1,609,914.93 | 1,296,459.16 | 12,306,640.80 | 23,532,248.04 | 37 | 29,662,46! |
| | Grand Totals | $4,000.00 | ($723,494.00) | ($719,494.00) | $74,497.72 | ($1,296,459.16) | ($2,942,920.93) | $3,519,886.09 | | $1,325,75 |

Attachment: Budget Performance Reports - November 2015 (1972 : November 2015 Finance and IT