

**REGULAR MEETING OF CITY COUNCIL
NOVEMBER 17, 2016 – 5:30 PM
MUNICIPAL COURT COURTROOM
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/EMPLOYEE RECOGNITION**
6. **HOUSING AND COMMUNITY DEVELOPMENT**
 - A. **Motion to approve second reading of an ordinance rezoning approximately 1.4 acres owned by PURAH, LLC, located on South Fraser Street, from Residential (R1) to General Commercial(GC).**

Attachments:

1	Gtown Small Engine Rezoning Ord	(PDF)
2	Aerial Map	(PDF)
3	Existing Zoning	(PDF)
4	Proposed Zoning	(PDF)
5	September 27 2016 PC Minutes	(PDF)
7. **PUBLIC WORKS**
 - A. **Motion to approve the repair, replacement and installation of sidewalks and other associated work and payment to Benton Concrete & Utilities, LLC in the amount Of \$71,950.00.**

Attachments:

1	benton concrete.agendapack	(PDF)
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 - B. **Motion to approve purchase from Lee Transport Equipment Inc and Payment of a Recycle Trailer in the amount of \$17,954.60.**

Attachments:

1	leetransport	(PDF)
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 - C. **Motion to approve purchase and payment of a 2017 F250 regular cab pick up truck to Vick Bailey Ford in the amount of \$29,602.00.**

Attachments:

1	SKM_C224e16110912080	(PDF)
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8. WATER UTILITIES

- A. Motion to Approve Payment to North American Construction Company, Inc. For Change Order No. 1 For The Wastewater Treatment Facility Modifications Phase 1 & 2 - SBR No. 2 & 3 in the Amount of \$35,390.00.**

Attachments:

- 1 North American Change Order #1 (PDF)

- B. Motion to Approve Payment to W.K. Dickson & Co., Inc. For Scope Change Amendment #1 in the Amount of \$29,493.00.**

Attachments:

- 1 2016-10-25 TO #2 SCA #1 (PDF)

9. ENGINEERING

- A. Motion to accept bid and approve payment to Holbrook Construction, Inc. For the amount not to exceed \$205,436 to perform water improvements on Cherry Street and Wilkinson Street. Work consists in replacing a 2-inch water main with a new 6-inch PVC water main with four fire hydrants and water services including asphalt and landscape restoration.**

Attachments:

- 1 SUBMITTAL LISTING - UNDER REVIEW (PDF)
2 HOLBROOK CONSTRUCTION INC (PDF)
3 HOLBROOK CONSTRUCTION INC QUALIFICATIONS SHEET (PDF)
4 Holbrook Construction License (PDF)

10. FINANCE

- A. Motion to approve first reading on a Budget Amendment in the Water Fund in the Amount of \$55,000 for Cherry And Wilkinson Streets Water Improvements.**

Attachments:

- 1 Budget Amendment FY 16-17 Water Fund (PDF)

11. ELECTRIC UTILITIES

- A. Motion to Approve Purchase Order and Payment in the Amount of \$230,000 to Sumter Utilities for Distribution Line Upgrades.**

Attachments:

- 1 SKMBT_C22416110912080 (PDF)

12. ADMINISTRATION

- A. Motion to Approve a \$250 Year-end Bonus for Employees.**
B. Motion to approve first reading of an Ordinance amending the City of Georgetown Code of Ordinances Chapter 17 Planning, by adding Article IV Economic Development Incentive Program, Sections 17-30 through 17-36.

13. CITY ADMINISTRATOR REPORT

14. MINUTES

- A. **Motion to approve minutes of Regular Meeting dated October 20, 2016 and Special Meeting/Workshop dated October 27, 2016.**

15. OLD BUSINESS

16. NEW BUSINESS

17. DEPARTMENT MONTHLY REPORTS

- A. **October 2016 Georgetown Police Department Report**

Attachments:

- 1 October 2016 Monthly Letter (PDF)

- B. **October 2016 Fire Report**

Attachments:

- 1 October 2016 Fire Report (PDF)

- C. **October 2016 Public Works Department Report**

Attachments:

- 1 OCT.2016 (PDF)

- D. **October 2016 Fleet Services Report**

Attachments:

- 1 Monthly Report (PDF)

- E. **October 2016 Electric Utility Department Report**

Attachments:

- 1 october16report (PDF)

- F. **September 2016 Water Utilities Report**

Attachments:

- 1 September 2016 Water Utilities Report (PDF)

- G. **October 2016 Water Utilities Report**

Attachments:

- 1 October 2016 Water Utilities Report (PDF)

- H. **October 2016 Engineering Report**

Attachments:

- 1 Engineering Monthly Report_October 2016 (PDF)

- 2 Engineering Monthly Report_October 2016 revised (PDF)

- I. **October 2016 Housing & Community Development Report**

Attachments:

- 1 October 2016 Monthly Report (PDF)

- J. **October 2016 Court Report**

Attachments:

- 1 Municipal court report (PDF)

- K. **October 2016 Finance & IT Departments Report**

Attachments:

- | | | |
|---|--|-------|
| 1 | October 2016 Finance & IT Report | (PDF) |
| 2 | Grants-Monthly Rpts FY 16.17 | (PDF) |
| 3 | GovDeals-Monthly Rpts FY 16.17 | (PDF) |
| 4 | Budget Performance Report - October 2016 | (PDF) |

18. EXECUTIVE SESSION

Motion to enter Executive Session pursuant to Section 30-4-70 (a)(1) to discuss appointment to the Planning Commission and Section 30-4-70 (a)(2) to discuss litigation relating to sink holes.

Motion to adjourn Executive Session and reconvene Regular Meeting.

NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

19. CITY COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

20. APPOINTMENTS

- A. Motion to appoint member to Planning Commission.**

21. ADJOURNMENT

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



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

ORDINANCE

DOC ID: 2156

Council Meeting Date:	17 November 2016
Department:	Housing and Community Development
Issue Under Consideration:	Motion to approve second reading of an ordinance rezoning approximately 1.4 acres owned by PURAH, LLC, located on South Fraser Street, from Residential (R1) to General Commercial(GC).
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• Current property, owned by Purah, LLC, is a horseshoe shaped parcel that surrounds Georgetown Small Engine in Maryville. • The Parcel is currently split zoned between R1 and GC. • Planning Commission recommended the rezoning from R1 to GC with the condition that there be no access to the property other than Highway 17 (South Fraser entrance).
Options:	Approve or deny 1st reading of this rezoning ordinance.
Staff Recommendations:	Staff recommends to approve the rezoning request.

Reviews:

Rick Martin Completed 10/13/2016 2:14 PM
 Paul Gardner Completed 10/17/2016 10:21 AM
 Ann U. Mercer Completed 10/17/2016 2:18 PM
 Georgetown City Council Completed 10/20/2016 5:30 PM

Attachments:

1. 1 Gtown Small Engine Rezoning Ord (PDF)
2. 2 Aerial Map (PDF)
3. 3 Existing Zoning (PDF)
4. 4 Proposed Zoning (PDF)
5. 5 September 27 2016 PC Minutes (PDF)

**MOTION TO APPROVE SECOND READING OF AN ORDINANCE REZONING
APPROXIMATELY 1.4 ACRES OWNED BY PURAH, LLC, LOCATED ON SOUTH FRASER
STREET, FROM RESIDENTIAL (R1) TO GENERAL COMMERCIAL(GC).**

**AN ORDINANCE REZONING APPROXIMATELY 1.4 ACRES OWNED BY PURAH, LLC,
LOCATED ON SOUTH FRASER STREET, FROM RESIDENTIAL (R1) TO GENERAL
COMMERCIAL (GC)**

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

WHEREAS, Article 18, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

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

WHEREAS, following the public hearing on September 27, 2016 and the unanimous 6-0 vote in favor of rezoning by the Planning Commission, the Mayor and City Council of the City of Georgetown have determined that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning from Residential (R1) to General Commercial (GC) property totaling approximately 1.4 acres located on South Fraser Street, identified by the Georgetown County Tax Map as TMS# (05-0043-008-00-00).

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

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

Rezoning from Residential (R1) to General Commercial (GC), property totaling approximately 1.4 acres located on South Fraser Street, identified by the Georgetown County Tax Map as TMS# (05-0043-008-00-00).

BE IT FURTHER ORDAINED, that such changes shall be made on the Official Zoning Map. 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: _____

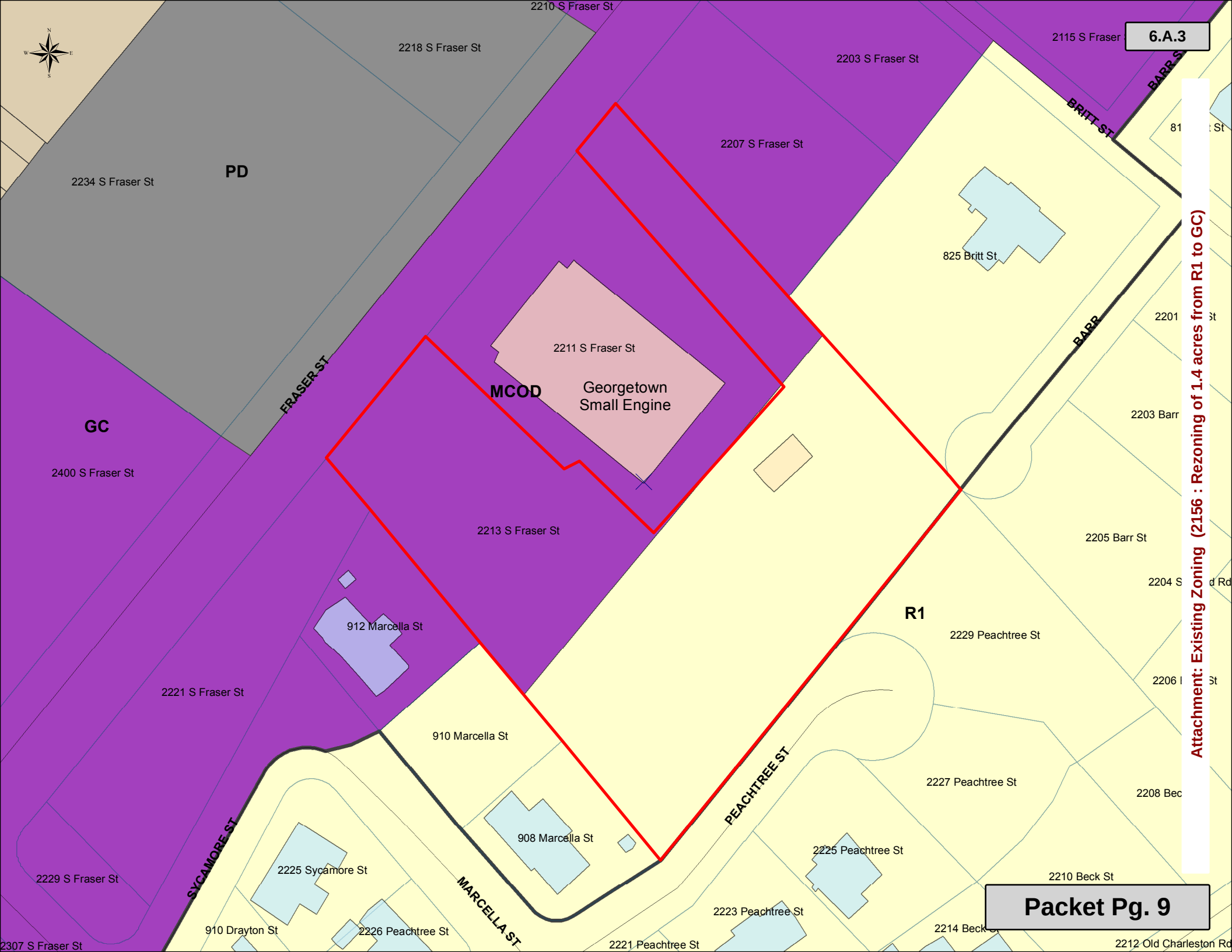
Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

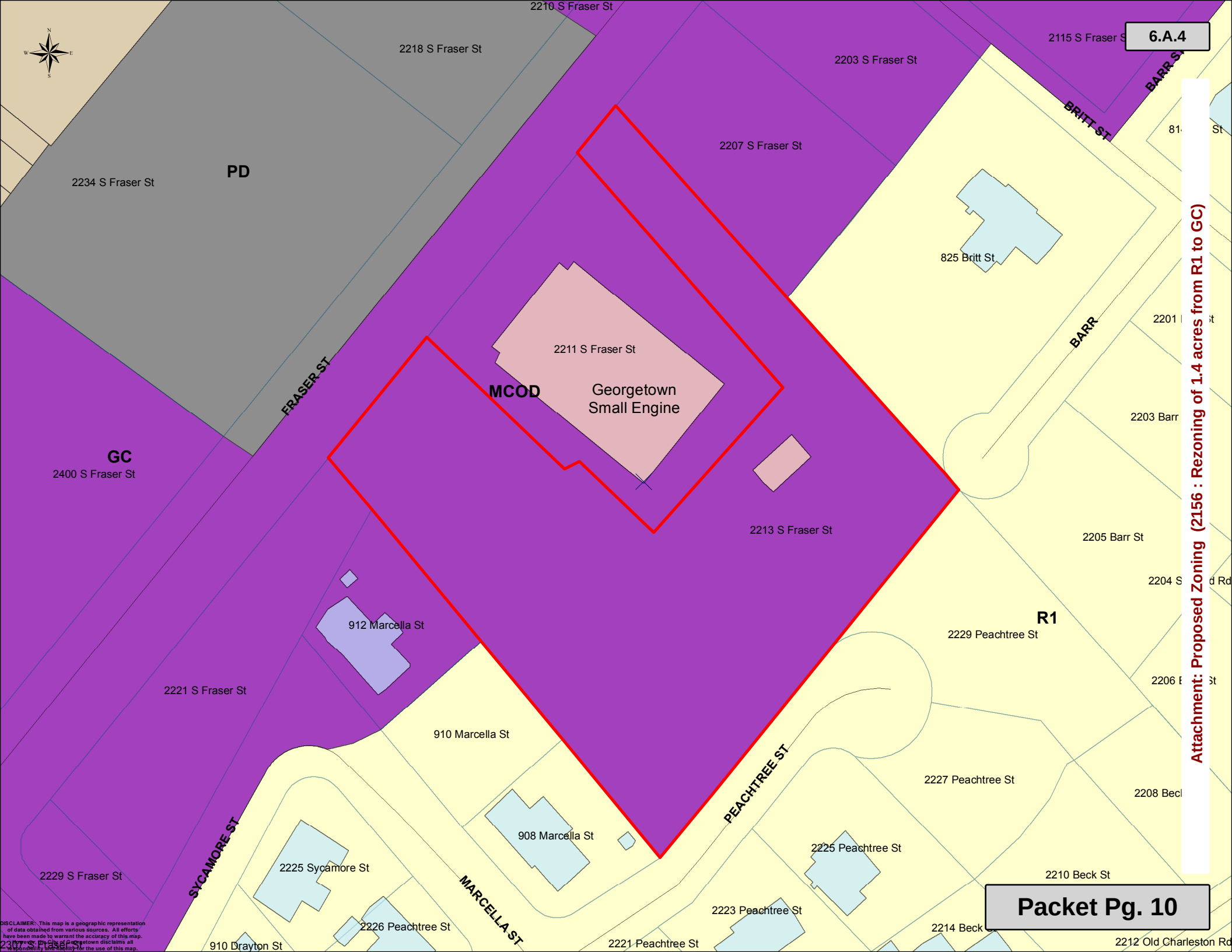
Attachment: Gtown Small Engine Rezoning Ord (2156 : Rezoning of 1.4 acres from R1 to GC)





6.A.3

Packet Pg. 9



Attachment: Proposed Zoning (2156 : Rezoning of 1.4 acres from R1 to GC)

**Planning Commission
Minutes
September 27, 2016**

MEMBERS PRESENT: Bernard Jones, Brittany Johnson, Chris Moore, Paul Smith, Winfred Pieterse, Gerald Williams

MEMBERS ABSENT: Bob Sizemore

OTHERS PRESENT: Rick Martin, Matt Millwood, & Debra Grant

- I. **Call to Order**
- II. **Minutes:** The minutes for August 23, 2016; **Mr. Paul Smith made a motion to approve the minutes as presented, seconded by Mr. Bernard Jones; the motion carried unanimously.**
- III. **Public Hearing:**
 1. **Mr. David Drayton** stated that his sister Ms. Felita D. Johnson submitted a letter and he is present to voice his opinion that he along with his sister oppose the rezoning request and feel it would pose a negative impact on the community.
 2. **Mr. Peter Hemingway** said he feels the rezoning would create a problem for the residents, if a road is cut through the community it would pose additional traffic to a quiet community. Mr. Hemingway said he has been a resident since 1964.
 3. **Ms. Michelle Smith** said she is against the proposal because initially the company said there would be no expansion and she felt that was untrue. The neighborhood is private and quiet and if the neighborhood is going to be exposed she feels a wall should be built. Additional traffic will bring more noise.
 4. **Ms. Marilyn Hemingway** said the change from R1 to GC needs to be explained to the surrounding residents. The noise and additional traffic will be a negative impact. The residents would like to protect their community and their investment, and feels like everyone was not contacted about this rezoning request.
 5. **Ms. Mary A. Turner** has concerns about the noise, she said the adjacent property owners live out of town and were not notified.
 6. **Mr. Melvin Smith** said he agrees with all the other comments and he opposes the request. *(The public hearing was closed)*
- IV. **Consideration**
 1. **Review and recommend a rezoning request for Purah, LLC to rezone approximately 1.4 acres of parcel TMS #05-0043-008-00-00 from Residential (R1) to General Commercial (GC).**
Matt Millwood/City Staff told the Commissioners that the owner of the Georgetown Small Engine is seeking the approval to rezone their surrounding property that is currently half residential and half General Commercial, into GC (General Commercial) to be able to construct a larger storage building/warehouse to house their inventory and larger equipment. The surrounding properties are single family homes. The owner currently has a shed on the rear of his property that will be demolished and the new warehouse will be built. There is a large pond on the parcel which makes that part of the property unbuildable. **Mr. Pieterse** asked what were the setbacks, **Matt** said for GC the setbacks are 50 front, 10 sides, and 10 rear; however for GC that abuts a residential neighborhood there are buffer requirements, which are either a 10 ft. landscape buffer or a 6 or 8 ft. fence. The two streets

that are in the rear of the property are not accessible to the referenced property. **Mr. Pieterse** asked if the owner wanted to put a road in the rear at a later date would he have to come back before the Board or would they be able to do it without permission. **Matt** said that would depend on a few certain things; however, the Planning Commissioners and City Council could put conditions to not allow access from the rear of the property. **Ms. Brittany Johnson** asked if the original building is at its maximum footprint. **Matt** said he was not sure but it looks like it is due to the setbacks allowed. **Mr. Chris Moore** asked why the buffer does not go on the sides to the residential, **Matt** said if the rezoning is approved a buffer would be required for the side and rear. **Mr. Moore** asked is there a way the City could enforce the noise that may come from the business. **Matt** said the City does not have a noise ordinance. **Mr. Williams** asked about the property owners that were not notified. **Matt** said the Staff did its due diligence in sending letters, posting the property, and advertising in the local papers. **Mr. Pieterse** then read into the record the two letters submitted by surrounding property owners: Ms. Johnson and Ms. Wright.

Mr. James Cardinale-Owner/Applicant said that he wants to rezone his property to be able to store his equipment and he is not interested in accessing the property from the rear. He has several wetlands on the property that cannot be disturbed. He had the underbrush cleaned on his property because the City asked to have the area on the front cleared. The surrounding neighborhood would not be impacted. The new warehouse will be built in the same area of the existing storage shed and the new building will be approximately 8,000 sq. ft.

Mr. Paul Smith asked why the property had to be rezoned, **Matt** told him that it would have to be zoned GC for him to construct a warehouse on the property. **Mr. Gerald Williams** asked if the request is for this parcel only. **Mr. Pieterse** said that any other request for other properties would have to come before the Board.

Motion: Mr. Chris Moore made a motion/recommendation to approve the request as written with the condition that there be no access to the property other than Highway 17 (South Fraser entrance), seconded by Mr. Paul Smith; the motion carried 6 to 0 by a roll call vote.

2. **Discussion on the 2016 Comprehensive Plan update.** **Matt/ City Staff** told the Commissioners that the WRCOG is working on three (3) more elements of the Comp. Plan (Housing Element, Economic Development Element, & Natural Resources Element) and as soon as Staff gets a draft of the elements the sub-committee will be called back together and the final draft will be brought before the Planning Commissioners. **Mr. Pieterse** asked about updates on the West End Development because he had not heard anything about it and said this is something that is very important to the Planning Commission. **Matt** said he had not heard anything but would contact Councilman Butts to get some information and will pass it to the Board. **Mr. Chris Moore** made comments on the ULI conference and asked how the Board could be proactive with things that they may see that needs to be addressed. **Matt** said the Comprehensive Plan is very important to have in place and to make sure it is well put together, and the Mixed Use zoning will be key. **Mr. Moore** also said more code enforcement is needed in the City, and asked if the Ordinance have enough teeth to require businesses to clean up the outside of their buildings or re-invest in their businesses especially the main corridors. **Rick Martin /City Staff** said there is nothing in the ordinance, however he would like a recommendation from this body to help

get something in the ordinance. **Mr. Pieterse** said they are a recommending body and can send a recommendation to City Staff and City Council, and asked Staff to look into making some suggestions to help with the issues.

V. Adjournment: With there being no further business the meeting was adjourned.

Submitted By,

*Debra Grant
Board Secretary*

DRAFT



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

ACTION ITEM

DOC ID: 2173

Council Meeting Date:	17 November 2016
Department:	Public Works
Issue Under Consideration:	Motion to approve the repair, replacement and installation of sidewalks and other associated work and payment to Benton Concrete & Utilities, LLC in The Amount Of \$71,950.00.
Amount Requested:	\$71,950.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	This proposal will be a financial impact to the City in the amount not to exceed \$71,950.00.
Points to Consider:	Broken sidewalks are a safety hazard and take away the aesthetic value of our City. Upon approval by Council, contractor will anticipate to begin project early December 2016.
Options:	• Council can deny the proposal as presented. • Council can approve the proposal as presented.
Staff Recommendation:	Staff recommends approving the proposal as presented.

Reviews:

Debra Bivens Completed 11/08/2016 8:32 AM
 Tim Chatman Completed 11/08/2016 5:16 PM
 Paul Gardner Completed 11/09/2016 11:41 AM
 Ann U. Mercer Completed 11/09/2016 2:04 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

1. 1 benton concrete.agendapack (PDF)



CITY OF GEORGETOWN



SUBMITTAL LISTING

PROJECT: SIDEWALK INSTALLATION & REPAIRS PROJ	DATE BID RECEIVED: Wednesday, October 26, 2016 3.0 pm
	PLACE: 125 S. Kaminski Street

SIGNED:

COMPANY NAME	MAILING ADDRESS	AMOUNT OF BID	COMMENTS:
Benton Concrete	PO BOX 797 CONWAY SC 29528	71,950.00	

Attachment: benton concrete.agendapack (2173 : Public Works Dept. - Sidewalk Project)

SIDEWALK LOCATIONS:

Street Name	Block	Linear Footage	Intersections
Front	300	316	Meeting & St. James
Front	400	271	St. James & Cannon
Front	500	177	Cannon & Queen
St. James	100	792	Front & Prince
Prince	500	282	Cannon & Queen
Screven	200	293	Prince & Highmarket
Screven	300	309	Duke & Highmarket
Screven	400	359	Duke & Church
Duke	400	373	Duke & St. James
Duke	500	338	Duke & Queen Duke & Cannon
Kaminski	600	80	Bourne & Hawkins

TOTAL 3590



REQUEST FOR BID

REQUESTOR: City of Georgetown
 1134 North Fraser Street
 Georgetown, SC 29440
 Contact: Daniella Howard, Purchasing Agent
 Email: dhoward@cogsc.com
 Phone: 843.545.4043

PROJECT: Sidewalk Installation & Repair Project
 Bid #12-2016-005

DATE ISSUED: September 23, 2016

DUE: On or before 3.00 pm EST (local time) Wednesday, October 26, 2016

Return to physical or mailing address:

Physical Address:

City of Georgetown
 Attn: Purchasing
 Sidewalk Installation & Repair Project
 1134 N Fraser Street
 Georgetown, SC 29440

Mailing Address:

City of Georgetown
 Attn: Purchasing
 Sidewalk Installation & Repair Project
 PO Drawer 939
 Georgetown, SC 29442

Background

The City of Georgetown is an incorporated municipality with a population of approximately 9,163 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the end point of the area commonly known as "The Grand Stand". The City is bordered by the Winyah Bay to the east and the Sampit River to the South. Tourism is a major economic driver in the area, as well as local industries, such as International Paper. Georgetown operates under the Mayor-Council form of government as set forth in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.cogsc.com.

Project Summary

The City of Georgetown, South Carolina, is soliciting bids from qualified contractors to remove damaged and broken sidewalks within the City of Georgetown right-of-ways and re-install. The selected contractor will also provide all materials, concrete, labor, supervision and equipment to perform all work assigned by the City. Contractor will be responsible for spot locations (pups). The City will be responsible for securing all required encroachment permits from SCDOT. Approximate sidewalk dimensions are 4 in. thick and 5 ft. wide. In the areas that have a current driveway, the sidewalk needs to be 6 in. thick and 5 ft. wide, depending on site variations and the need for new sidewalks to be the same as the existing sidewalks. Approximate distance will be about 4372 linear feet. Work will also include removing the damaged concrete safely and properly as to avoid further damage, disposal of removed material, preparing the base structure, installation of new concrete at varying depths based on usage and location, as well as timely cleanup and removal of all forms, barricades, and back fill. All sidewalk construction must conform to current SCDOT standards.

Mandatory Pre-Bid Walkthrough and Meeting

A mandatory pre-bid walkthrough and meeting will be held on Thursday, October 13, 2016 at 3.00 pm. You must sign in at our Public Works Department located at 125 N. Kaminski Street. Detailed viewing of the worksite(s) will include the locations, sections of sidewalk, dimensions, and size variations to verify linear footage calculations by the contractor. At that time, the scope of work can be identified and agreed upon between the City and the Contractor. Bids will not be accepted unless the proposer has attended the mandatory pre-bid walkthrough and meeting.

Questions

For questions regarding the City's Request for Proposal process or services sought, please submit questions in writing, via email to Daniella Howard, Purchasing Agent, dhoward@cogsc.com no later than 3.00 pm, Monday, October 17, 2016. Answers to questions will be posted on the City's website www.cogsc.com under "Bids" as an Addendum no later than 5.00 pm, Wednesday, October 19, 2016. No questions will be accepted after the aforementioned deadline.

Process

The City of Georgetown will conduct the selection of a qualified and experienced contractor for the Sidewalk Installation & Repair Project as described in this RFP. Award for this project will be handled in the following manner:

1. This document will be made available to interested contractors and accessible on the City's website at www.cogsc.com under "Current Bids".

2. The submittals will be received and evaluated as described in this RFP. At the City of Georgetown's discretion, a short list of the most qualified proposers may be compiled and they may be asked to make oral presentations and/or demonstrations to the City of Georgetown.
3. At the conclusion of the RFP process, qualified submittals will be presented to the Georgetown City Council for review and approval, as required.
4. A proposer will be selected for contract negotiations as required.
5. The City of Georgetown will notify winning proposer of intent to offer contract award.
6. Due to the possibility of negotiation with any proposer submitting a reasonable and responsible proposal which appears to be eligible for contract award pursuant to the selection criteria set forth in this RFP, prices may not be divulged at the time of opening.

Project Schedule of Events

MILESTONE EVENT	DATE
1. RFP Issuance and advertisement	Friday, September 23, 2016
2. Mandatory Pre-Bid Walkthrough and Meeting	Thursday, October 13, 2016 at 3.00 pm
3. Deadline for questions to be posed to the City by interested participants and emailed to dhoward@cogsc.com	Monday, October 17, 2016 no later than 3:00 pm EST (local time)
4. Deadline for answers to questions to be posted to City's website www.cogsc.com under "Bids"	Friday, October 21, 2016
5. RFP Submittals Due	Wednesday, October 26, 2016 no later than 3.00 pm EST (local time)
6. Consideration of Submittals and Selection of Candidate (s) for Interview (s) and/or Presentation (s) (tentative)	Wednesday, October 26, 2016 – Friday, November 4, 2016
7. Approval of Contract by City Council (tentative)	Thursday, November 17, 2016
8. Projected start date of project:	Week of December 5, 2016

Scope of Services

The selected contractor will be responsible for sidewalk repair, installation, removal, proper and timely disposal of damaged sidewalk material, as well as the preparation of any base structure(s) required to perform the work. The selected contractor will be responsible for providing all material, concrete, supervision, equipment, and labor required to complete job. Contractor will be responsible for spot location (pups). Approximate sidewalk dimensions are 4 in. thick and 5 ft. wide. In the areas that have a current driveway, the sidewalk needs to be 6 in. thick and 5 ft. wide and an estimated distance of **4372** linear feet. Contractor must determine concrete material required by mandatory work site viewing. The work will include removing the damaged concrete safely and properly as to avoid further damage, disposal of removed material, preparing the base, installation of new concrete at varying depths based on usage and location, as well as timely cleanup and removal of all forms, barricades, and back fill. Sidewalk construction must conform to the current SCDOT standards.

General Requirements

- ❖ Freshly placed concrete should be protected from rain damage until it has dried. Concrete should not be placed during rain.
- ❖ Hot weather requirements shall conform to ACI 305. All work shall be accomplished during the best weather conditions possible. Work shall not be done in severe heat, cold, and rain.
- ❖ Concrete must be 3,000 PSI minimum strength, fiber reinforced, Air entrained: 3% to 6%, Slump: 1" to 4". Concrete should be placed within a reasonable amount of time, normally about one and a half hour, from the point of batching at the plant. Contractor shall schedule pours accordingly. Minimum grades may be found in SCDOT standard drawings.
- ❖ Form material must provide sufficient thickness to withstand pressure of newly placed concrete without bow or deflection. Areas should be free of debris and base compacted before pouring concrete. Framework may be wood or steel.
- ❖ Finishing should be non-slip broom finish – round edges and joints with a 1/8 inch edger.
- ❖ Contractor to insure that sufficient time is allowed for curing and before opening up area to pedestrian or vehicular traffic. Traffic control plan shall be approved by SCDOT in the encroachment permit. The contractor shall insure that all protective measures are in place to protect the work site and the public. Traffic barricades shall be the responsibility of the contractor.
- ❖ ACI and ASTM standards for testing are required and shall be implemented by the contractor. A copy of testing results shall be forwarded to the SCDOT and the Public Works Administrator.
- ❖ Detectable warning surface requires shop drawings, which will be reviewed and verified with the contractor installing the specified surface.

ADA Requirements

- ❖ Public entities such as city governments and transit agencies are required to construct facilities in accordance with ADA standards. These standards apply to all new construction; however, the ADA also requires that public entities retrofit any public facilities to these standards to ensure equal access. These requirements include sidewalks and curb ramps, which must be retrofitted to meet all current standards. Any non-compliant sidewalks or curb ramps must be upgraded to meet current standards whenever any alterations, such as road surfacing, are carried out.
- ❖ Sidewalk width requirements exist to make sure sidewalks are adequate for use by wheelchair-bound individuals. The minimum width for an ADA-compliant sidewalk is 36 inches (3 feet), though sidewalks can be constructed wider than this. If sidewalks are less than 60 inches (5 feet) across, passing spaces must be constructed at set intervals. These passing spaces must measure at least 60 inches on all sides, and must be located at least every 200 feet.
- ❖ Surface textures are important to ensure disabled individuals with mobility devices can safely traverse the sidewalk. The texture of a sidewalk must be firm, stable and slip-resistant. Care should be taken to ensure any concrete finishing meets these requirements. Additionally, any grates inset into the sidewalk must comply; to ensure that mobility devices do not get stuck, any openings in the grate can be no larger than ½ inch across.
- ❖ Sidewalks also must meet slope requirements. A sidewalk must have a slope of less than 1:20; otherwise it will be considered a ramp, and will be subject to a different set of ADA standards. Further, any changes to elevation in the sidewalk must be considered. An increase in elevation of more than ½ inch will require the construction of a ramp, elevator or other compliant facility. ADA-compliant sidewalks must provide an alternative to stairs and escalators.
- ❖ Curb ramps are required wherever a sidewalk crosses a curb. This is particularly important at street intersections, where individuals will interact with traffic. These ramps must have a slope of less than 1:12, must be at least 36 inches wide and must contain a detectable warning device with a raised dome surface and contrasting color. Ramps must not project into the street, and where there is a marked crosswalk, the ramp must be contained entirely in the width of the crosswalk.
- ❖ Sidewalks may be located near obstructions, such as telephone poles, traffic signal cabinets or other utilities and infrastructure. Where such obstructions exist, the sidewalk must be constructed to allow the minimum width requirement of 36 inches between the edge of an obstruction and the edge of the sidewalk. In some cases, if a sidewalk cannot be constructed to comply with this guideline, the obstruction may need to be removed or relocated.

Completion of Work and Warranty

Contractor must guarantee all work and provide in writing a minimum of a one-year warranty commencing from the date all work is completed. Contractor and City shall agree and acknowledge the deadline for completing scope of work herein after mandatory site review which will enable the contractor to make its determination and submit such date on bid form. Accordingly, the contract period shall begin upon the notification of award.

Terms, Pricing and Payment

Prices quoted should include all labor, materials, concrete, and any and all equipment used in the performance of work, tax and applicable insurance, permits, or fees. Bid price must remain in effect for ninety (90) days from bid opening date. City reserves the right to accept all or part of this scope of work as budget allows and to make additions/removals as deemed necessary. Payment will be made for services rendered at completion of job within fifteen (15) days of receipt of itemized invoice.

Timeline

Bid Due Date – Bids shall be delivered in one (1) original and two (2) copies in an envelope clearly marked, **"Sidewalk Installation & Repair Project"** to Daniella Howard, Purchasing Agent, 1134 N Fraser Street, Georgetown, SC 29440, no later than 3:00pm Wednesday, October 26, 2016.

Faxed or emailed proposals will not be accepted for any reason. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgement to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the firms submitting a proposal.

The City of Georgetown reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City of Georgetown will notify known participants. The City of Georgetown reserves the right to issue addenda to this RFP up to three (3) days before the RFP due date as needed to clarify the City of Georgetown's desires, or to make corrections or changes to the RFP document or submittal process.

The City also reserves the right to cancel or reissue the RFP and/or revise the project schedule at any time.

The proposer will acknowledge receipt of all issued addenda in their submittals, if applicable. The City reserves the right to reject any or all bids as deemed to be in its best interest, and to accept all or part of the scope of work herein as its project timeline and/or budget allows. All information will be updated and posted on the City's website www.cogsc.com under "Bids". It is the proposer's responsibility to obtain the information directly from the City's website regarding this project.

Disqualification and Rejection of Bids

The City of Georgetown reserves the right to reject any bidder who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the bid requirements, a contract of similar nature, or to reject the bid of a bidder who is not in a position to perform such contract satisfactorily. The City expressly reserves the right to award the contract to the contractor that best meets the requirements as set forth herein.

Assignment of Contract

Assignment by the selected contractor of any contract to be entered into in accordance with this bid will not be recognized by the City of Georgetown unless such assignment has prior written approval of the City.

Insurance Provisions

The selected contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000 as follows:

- Comprehensive General Liability (per occurrence)
- Comprehensive Auto Liability (per occurrence)
- Workers' compensation Liability (as required by State of South Carolina statutes)

The City of Georgetown is to be named as an Additional Insured on the above insurance coverage as respect to the City's interest under the agreement. Compliance will be verified by the contractor presenting an appropriate insurance certificate to the City prior to the execution of a contract agreement. All policies of insurance shall provide for a minimum of thirty (30) days written notice of any change or cancellation of the policy. Policies should be in a form and written through companies acceptable to the City.

Indemnification

The selected contractor agrees to indemnify, defend, and hold harmless the City of Georgetown and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under the agreement.

Compliance with Law

The selected contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed, including but not limited to, SCDOT.

Business License and Permits

The selected contractor shall be required to obtain all applicable City of Georgetown permits and business licenses. These expenses shall be considered in the total bid price and incurred by the contractor. For information please call Jestin Gilliard, Revenue Manager at 843.545.4041.

Vendor References

The City requires a list of at least three (3) client references whose comparable projects the proposing contractor has completed in the last five (5) years with contact information.

Submittal Instructions

1. To be considered, interested parties must submit one (1) original and three (3) copies of the Bid Form (Exhibit A) no later than 3.00 pm, Wednesday, October 26, 2016 (local time) to:

Physical Address:

City of Georgetown
Attn: Purchasing
Sidewalk Installation & Repair Project
1134 N Fraser Street
Georgetown, SC 29440

Mailing Address:

City of Georgetown
Attn: Purchasing
Sidewalk Installation & Repair Project
PO Drawer 939
Georgetown, SC 29442

2. The City requires a list of three (3) client references whose comparable projects the proposing contractor has completed in the last five (5) years with contact information. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgement to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the firms submitting a bid proposal.
3. The sealed proposals should be clearly marked on the outside, "Sidewalk Installation & Repair Project".
4. It is the sole responsibility of the proposer to have their proposals delivered to the City of Georgetown before the closing hour and dated. The City assumes no responsibility for delivery of proposals that are mailed. Late, faxed, or emailed proposals will not be accepted nor considered for any reason. The official clock shall be that of the City's Purchasing Agent, or designee.
5. All proposals must be valid for a period of ninety (90) days following the bid opening date.
6. Proposals must be submitted by proposer's own format and shall address all RFP requirements. Partial or incomplete bids may be rejected.
7. All costs incurred in preparing the proposal, or costs incurred in any other manner by the proposer in responding to this RFP, will be wholly the responsibility of the proposer. All materials and documents submitted by the respondent in response to this RFP become the property of the City of Georgetown and will not be returned.
8. Any proprietary information contained in the proposal should be so indicated as follows:
Vendor Disclosure—Notice of SC Freedom of Information Act
"The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA. We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a fifteen (15) day deadline to produce the material. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released."
9. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.

10. Disqualification and Rejection of Proposal – The City of Georgetown reserves the right to reject any proposal of a proposer who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal of a proposer who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the proposer that best meets the requirements as set forth herein.
11. Assignment of Contract – Assignment by the selected proposer of any contract to be entered into in accordance with this RFP will not be recognized by the City of Georgetown unless such assignment has prior written approval of the City.
12. Insurance Provisions – The selected proposer will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at point of contract negotiation by the City's Risk Manager as follows:
 - Comprehensive General Liability (per occurrence);
 - Comprehensive Auto Liability (per occurrence); and
 - Workers' Compensation Liability

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the Agreement. Further, it shall be an affirmative obligation upon the proposer to advise the City's Risk Management Department at Fax No. 843.527.6173; email, lbell@cogsc.com, PO Box 939, Georgetown, SC 29442, within two (2) days of the cancellation herein, and failure to do so shall be construed to be a breach of the agreement.
13. Indemnification - The selected proposer agrees to indemnify, defend and hold harmless the City of Georgetown and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
14. Compliance With Law – The selected proposer and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed, including but not limited to, SCDOT.
15. Business License and Permits - The selected proposer shall be required to obtain all applicable City of Georgetown permits and business licenses. Contact Jestin Gilliard, Revenues Manager, 843.545.4041. The Housing and Community Development Department may be reached at 843.545.4017. These expenses shall be included in the total proposal cost.

Submittal Evaluation

Contracts shall be awarded to the best qualified, and lowest responsive and responsible proposer. In determining the best qualified, responsive and responsible proposer, in addition to price, the City, shall consider:

- (a) The ability, capacity, and skill of the proposer to perform the contract to provide the service required;
- (b) Whether the proposer can perform or provide the service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- (d) The quality of performance of previous contracts or services similar to;
- (e) The previous and existing compliance by the proposer with laws and ordinances relating to the contract or services;
- (f) The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;

- (g) The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- (h) The ability of the proposer to provide services for the nature of the requirements of an awarded contract as required in the RFP; and
- (i) Whether the proposer has met the criteria of the RFP specifications, terms and conditions of the RFP.

General Contractual Requirements

1. Force Majure - The bidder shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the bidder. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the bidder.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this Agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Proposer Qualifications - Proposer must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City of Georgetown reserves the right to make the final determination as to the proposer's ability to provide the services herein.
4. Proposer Responsibility - Each proposer shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the proposer to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The proposer will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. WMBE Statement - It is the policy of the City of Georgetown to provide minorities, and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is further the policy of the City of Georgetown to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City of Georgetown to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the proposer:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.

7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.

7.3 Cause - Termination by the City for the cause, default or negligence on part of the proposer, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.

7.4 Default - In case of default by the proposer, the City reserves the right to purchase any and all items/services in default in open market, charging proposer with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING PROPOSER WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.

8. Prime Proposer Responsibilities - The proposer will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the proposer to be the sole point of contact with regard to all contractual matters.
9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the proposer shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful proposer will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the proposer.
10. Ownership of Material - All materials and documents submitted by the proposer in response to this specification become the property of the City of Georgetown and will not be returned to the proposer.
11. Compliance with State and Federal Requirements - State and Federal requirements that are more restrictive than these set forth herein shall be followed by the proposer.
12. Contract Amendments - Amendments to any agreement between the City and the proposer must be reviewed and approved in writing by the City of Georgetown City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City of Georgetown Finance Department.
14. Records Retention and Right to Audit - The City shall have the right to audit the books and records of the proposer as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the proposer, as determined necessary by the City. Pertaining to all audits, the proposer shall make available to the City, access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the proposer shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to performance of its obligations of an agreement.
17. Representations of Proposer - Proposer represents, warrants, and covenants that:
 - (a) In providing the services proposer shall utilize the care and skill used by members of proposer's profession practicing under similar circumstances at the same time and in the same locality.

- (b) All employees provided by the proposer (employees) to the City shall have the qualifications, skills and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request removal of any employee for good cause.
- (c) Proposer is a business, validly existing and in good standing under the Laws of the State of South Carolina.
18. Indemnity Provisions - Proposer agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or proposer's performance thereunder.
19. Insurance - The selected proposer will be required to provide and maintain proof of insurance throughout the project term in the amount of \$1,000,000.00, and as required at point of contract negotiation by the City's Risk Manager as follows:
- Comprehensive General Liability (per occurrence)
 - Professional Liability
 - Comprehensive Auto Liability (per occurrence)
 - Workers' Compensation Liability (as required by State of South Carolina statutes)
- The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under an Agreement. Further, it shall be an affirmative obligation upon the proposer to advise the City's Risk Management Office at Fax No. 843.527.6173; email lbell@cogsc.com; PO Box 939; Georgetown, SC 29442, within two (2) days of the cancellation herein, and failure to do so shall be construed to be a breach of an agreement.

Contacts

Tim Chatman, Public Works Manager
 City of Georgetown
 Phone: 843.545.4702
 Fax: 843.520.0682
 Email: tchatman@cogsc.com

Daniella Howard, Purchasing Agent
 City of Georgetown
 Phone: 843.545.4043
 Fax: 843.546.5435
 Email: dhoward@cogsc.com



City of Georgetown
Request for Bid
For
Sidewalk Installation & Repair Project
Exhibit A

Due no later than 3.00 pm, Wednesday, October 26, 2016

Bid Form

Bid Price

\$ 71,950.⁰⁰

Effective for ninety (90) days from signing

Square yard unit price for 4" concrete sidewalk

\$ 35.⁰⁰

Square yard unit price for 6" concrete driveway

\$ 42.⁰⁰

Lineal Feet unit price for curb and gutter

\$ 30.⁰⁰

Square foot unit price for Detectable warning surface

\$ 30.⁰⁰

Working days required by contractor
to complete scope of work

30 DAYS

Price quote includes the following:

- ❖ All labor, equipment, materials, taxes, applicable insurance, business license fees and permits.
- ❖ Any other costs relative to the scope of work herein.

Note: The City of Georgetown is not exempt from federal or state excise tax.

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I also understand that the City shall evaluate quotes in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all quotes and to waive any irregularities which it may deem to be in its best interest. I also represent that I am a duly authorized legal agent and/or employee of the contractor on which I am making the foregoing quote on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

Dated this 24 day of OCTOBER, Year 2012

Signature

Keith A. Benton, Sr.

Printed Name KEITH A. BENTON, SR.

Company Name BENTON CONCRETE & UTILITIES, LLC

Email: Kbenton@bentonconcrete.com

Phone # 843-369-2872 Fax# 843-369-9000

Fed ID no. 57-1017467

Contractor Comments:

Please attach the following:

Original and two (2) copies of Bid Form

Proof of Insurance Coverage

Three (3) References



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/10/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TIS of the Carolinas, LLC 4700 Homewood Court, Suite 106 Raleigh NC 27609	CONTACT NAME: Robin Johnson PHONE (A/C, No, Ext): (919) 787-4432 FAX (A/C, No): (919) 787-4489 E-MAIL ADDRESS: rjohnson@tiscarolinas.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Frankenmuth Insurance Company	
INSURER B: Amerisafe, Inc	
INSURER C: Hanover Insurance Company	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL168400189

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☒ LOC ☐ OTHER:	X		CPP6301676	11/4/2015	11/4/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			BA6301676	11/4/2015	11/4/2016	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist combined \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$ 10,000			CPP6301676	11/4/2015	11/4/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	AVWCSC2447312015	11/4/2015	11/4/2016	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Contractor's Equipment Leased/Rented Equipment			IH6-9735490-03 Builders Risk \$250,000	11/4/2015	11/4/2016	\$250,000 Per Item \$250,000 Maximum

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Project: Sidewalk Installation & Repair Project Bid #12-2016-005

The City of Georgetown is included as an Additional Insured with respect to General Liability per written contract. Per the cancellation wording on this form, policy provisions include thirty (30) days notice of cancellation except for nonpayment of premium.

CERTIFICATE HOLDER

CANCELLATION

City of Georgetown
 Attn: Purchasing
 Sidewalk Installation & Repair Project
 PO Drawer 939
 Georgetown, SC 29442

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Emory Sadler/ROBJOH

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BENTON CONCRETE & UTILITIES, LLC

PO BOX 797 - CONWAY, SC 29528-0797
3442 Mt. Pisgah Cemetery Road, Conway, SC 29526
TELEPHONE (843) 369-2872 - FAX (843) 369-9000

10-24-2016

City of Georgetown
1134 North Fraser Street
Georgetown, S.C. 29440

Ref: References

1- A. O. Hardee & Son, Inc.
55 Park Street Extension
Little River, S.C. 29566
Donnie Ray
843-249-1264

2- R.L. Causey, Inc
P.O. Box 993
Murrells Inlet, S.C. 29576
Randy Pettit
843-651-8295

3- Southern Asphalt, Inc.
P.O. Box 1549
Conway, S.C. 29528
Donald Godwin
843-369-7283

Attachment: benton concrete.agendapack (2173 : Public Works Dept. - Sidewalk Project)



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

ACTION ITEM

DOC ID: 2174

Council Meeting Date:	17 November 2016
Department:	Public Works
Issue Under Consideration:	Motion to approve purchase from Lee Transport Equipment Inc and Payment of a Recycle Trailer in the amount of \$17,954.60.
Amount Requested:	\$17,954.60
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$38,516.00 has been budgeted for a new recycle trailer this 2016/2017 budget year. We request that these funds be used to go towards a new recycle trailer.
Points to Consider:	• Replacing equipment no. 2802 due to age of equipment and maintenance costs. • Current equipment capacity is twelve tons. The trailer was designed to haul debris and pulled with the Scow body dump trucks. We currently pull this trailer with a 350 diesel engine pickup truck. The new trailer will being lighter weight will allow us to pull it with a 250 gasoline engine pickup truck that is less expensive. • The purchase of a new recycle trailer will vastly improve dependability and reliability while; still meeting the demands of our recycling program. • The purchase of a new recycle trailer should reduce repairs and maintenance costs. • Purchase of this new recycle trailer is under SC State Contract no.5000013454.
Options:	• Council can approve the purchase of the new recycle trailer.
Staff Recommendation:	Staff recommends that Council approve the purchase of the new recycle trailer.

Reviews:

Tim Chatman Completed 11/02/2016 4:55 PM
 Debra Bivens Completed 11/08/2016 8:34 AM
 Paul Gardner Completed 11/09/2016 11:43 AM
 Georgetown City Council Pending 11/17/2016 5:30 PM
 Ann U. Mercer Completed 11/09/2016 2:06 PM

Attachments:

1. 1 leetransport (PDF)

Updated: 11/2/2016 4:44 PM by Natrona Simmons (Page 1)

LEE TRANSPORT EQUIPMENT INC.

7.B.1

Custom Quotation For:

City of Georgetown

P.O. BOX 26, 1300 BLUFF R.D.
COLUMBIA, SOUTH CAROLINA 29202
PHONE# 803-799-7860 FAX 803-765-0535
TRUCK BODIES AND TRUCK EQUIPMENT

Personal Contact: Glen Dixon

Quote # GS-09222016-B-3
Date: 9/22/2016
Phone # 843-545-4704
Fax#

PRICING:

(South Carolina State Contract on Trailers Number 5000013454)	\$	-
Furnish 5-Ton 18.5-Cubic yard, B & A Dump Trailer Model # 8.518DT7T to include:	\$	-
Overall Length, 18' plus tongue.	\$	-
Overall Width, 96".	\$	-
Sides, 4' High (24" solid steel and 24" expanded metal at top.	\$	-
Tailgate, Barn door smooth steel to swing to each side with hold backs.	\$	-
Tongue, A-frame style.	\$	-
Partition, Center partition removable solid swing panel with bottom pin latch for dumping.	\$	-
Cross members, 3" on 12" centers.	\$	-
Mainframe, 7" channel.	\$	-
Flooring, 10ga Smooth steel.	\$	-
Brakes, Electric.	\$	-
Tires, 235-80R-16, 10 ply.	\$	-
Axles, (2) 5,200 lb. Dexter.	\$	-
Tongue Jack 12,000 lb. Drop leg.	\$	-
Coupler, 2 5/16" Ball hitch.	\$	-
Side doors, 4-fold down side doors on top half of bed (2-in front of partition and 2-behind).	\$	-
Hoist, Champion hoist CS-615 6-ton capacity.	\$	-
All lights (LED) to FMVSS.	\$	-
Painted Blue.	\$	-
List price	\$17,511.76	\$ -
State Discount	(\$ 2,626.76)	\$ -
South Carolina State Contract Price	\$14,885.00	\$ 14,885.00
		\$ -
Note: Option for 2-inside panels and 6-side doors (3-compartments) Add \$950.00		\$ 950.00
Note: Option for retractable tarp system with mesh tarp Add \$945.00		\$ 945.00
Price good for 60 days.	Tax not Inc.	\$ -

Insurance: Customers chassis covered with primary coverage insurance while
in the care and the custody of L.T.E. Product Liability insurance carried.

Chassis:		C/A		Paint:	Blue
Other Data:					

Tax Exempt No		Terms:		Delivery Date:	
Accepted By			Date:		

Price: \$ 16,780.00
Special Discount: \$ -
Net Price: \$ 16,780.00
Local Option Tax: \$ -
State Sales Tax: \$ 1,174.60
Total Price: \$ 17,954.60

Lee Transport Equipment, Inc.

By: Greg L Stowers

Attachment: leetransport (2174 : Public Works Dept. - Purchase of New Recycle Trailer)



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

ACTION ITEM

DOC ID: 2191

Council Meeting Date:	17 November 2016
Department:	Public Works
Issue Under Consideration:	Motion to approve purchase and payment of a 2017 F250 regular cab pick up truck to Vick Bailey Ford in the amount of \$29,602.00.
Amount Requested:	\$29,602.00
Is Item in Current Budget?	Yes,
If no, please explain:	
Financial Impact:	Cost savings on fuel and repairs.
Points to Consider:	• This new vehicle will replace pickup truck #2801. • Current vehicle is over 15 years old and has high maintenance costs. • Current vehicle is in bad shape and deteriorating.
Options:	Council to approve or disapprove the purchase of this truck at this time.
Staff Recommendation:	Staff recommends the purchase of this vehicle.

Reviews:

Tim Chatman Completed 11/09/2016 11:56 AM
 Debra Bivens Completed 11/09/2016 12:11 PM
 Paul Gardner Completed 11/09/2016 12:42 PM
 Ann U. Mercer Completed 11/09/2016 2:20 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

1. 1 SKM_C224e16110912080 (PDF)

VIC BAILEY FORD**David Vetter 864.585.3600 or 800.922.1365****2017 FORD F250****PU -6: Truck, Pick Up, 4x2, 3/4 Ton, Regular Cab, 8' Body****Contract #: 4400014486****Standard Equipment Included:**

6.2L V-8 Engine	Power Steering
Automatic Transmission	Power Brakes
A/C	Power Windows and Door Locks
AM/ FM Radio	Vinyl 40/20/40 Bench Seat
137" Wheel Base	Heavy Duty Rubber Floor
Cruise Control	

SC STATE CONTRACT PRICE:**\$22,176.00** (plus tax)**ADDITIONAL AVAILABLE FACTORY INSTALLED OPTIONS:**

F250 Regular Cab 4x4 8' Bed	\$3,384.00	
F250 Super Cab 4x2 6.75' Bed	\$2,600.00	
F250 Super Cab 4x2 8' Bed	\$2,495.00	
F250 Super Cab 4x4 6.75' Bed	\$6,089.00	
F250 Super Cab 4x4 8' Bed	\$6,287.00	
F250 Crew Cab 4x2 6.75' Bed	\$4,013.00	
F250 Crew Cab 4x2 8' Bed	\$4,211.00	
F250 Crew Cab 4x4 6.75' Bed	\$7,502.00	
F250 Crew Cab 4x4 8' Bed	\$7,705.00	
99T 6.7L Diesel Engine	\$8,200.00	
Bi-Fuel CNG Conversion (Gas and CNG Capable)	To Be Provided	
X3E 3.73 Limited Slip Rear Axle (Gas Engine Only)	\$395.00	
X4M 4.30 Limited Slip Rear Axle (Gas Engine Only)	\$395.00	
X3H 3.31 Limited Slip Rear Axle (Diesel Engine Only)	\$395.00	
TBM LT245/75R17 All Terrain Tires	\$168.00	
TCD LT265/70R17 All Terrain Tires	\$461.00	
18B Factory Installed Cab Steps (Regular Cab)	\$325.00	
18B Factory Installed Cab Steps (Super Cab and Crew Cab)	\$376.00	
592 Roof Clearance Lights	\$81.00	
213 Electric Shift on the Fly	\$189.00	
41H Engine Block Heater	\$76.00	
17X FX4 4x4 Off Road Package -Requires Limited Slip and All Terrain Tires	\$300.00	
66S Upfitter Switches (Diesel Engine Requires Dual Alternators or 200 Amp Alternator Upgrade)	\$168.00	
76R Reverse Vehicle Aid Sensor	\$248.00	
871 Rear View Camera System - XL Models Only	\$376.00	
41P Skid Plate Package (4x4 Only)	\$103.00	
67E Extra Heavy Duty Alternator (Gas Engines Only)	\$87.00	
473 Snow Plow Package	\$87.00	
525 Delete Cruise Control w/ Tilt Steering	\$188.00	(Deduct)
67H Heavy Service Suspension Package	\$127.00	
Trailer Tow Package w/ Class V Hitch	\$26.00	
52B Tow Command Integrated Trailer Brake Controller	\$274.00	
62R Transmission Power Take-Off (Available w/ Diesel Engine Only)	\$283.00	
64W 17" Cast Aluminum Wheels	\$608.00	
85G Tailgate Step	\$380.00	
85B Stowable Bed Extender	\$255.00	
86# Engine Idle Shutdown (Diesel Engine Only - Specify 5, 10, 15 or 20 Minutes)	\$255.00	
98R Operator Commanded Regeneration (Diesel Engine Only)	\$255.00	
61M Wheel Well Liner	\$182.00	
76S Remote Start	\$198.00	
535 Max Trailer Tow Package (Requires Diesel Engine)		
61S/ Front and Rear Splash Guards		

43C	110V/400W Outlet			\$76.00	7.C.1
86M	Dual Batteries (Gas Engine Only)			\$213.00	
52R	Stowable Bed Ramps			\$704.00	
67B	Dual Extra Heavy Duty Alternator (Diesel Engine Only)			\$116.00	
924/	Privacy Glass w/ Black Glass Defroster			\$92.00	
18A	Upfitter Interface Module			\$300.00	
62M	Adjustable Gas and Brake Pedals			\$123.00	
585	AM/FM Radio w/ Single CD			\$279.00	
91M	Sync (Includes CD Player and Steering Wheel Controls)			\$648.00	
98F	CNG/LPG Conversion Capable Engine - Does Not Include Conversion			\$318.00	
15J	Gooseneck Hitch Kit			\$630.00	
15L	5th Wheel Hitch Kit - 18000lbs			\$1,484.00	
15W	Gooseneck/5th Wheel Prep Kit			\$376.00	
76C	Exterior Back Up Alarm/Chime			\$141.00	
90L	Delete Power Equipment Group (Regular Cab & Super Cab Models Only)			-\$728.00	(Deduct)
17F	XL Décor Group			\$224.00	
96V	XL Value Package			\$730.00	
942	Daytime Running Lights			\$46.00	
	Seating Options - XL Package - Regular Cab Models:				
L	Vinyl High Back Bucket Seats			\$360.00	
4	Cloth High Back Bucket Seat			\$521.00	
1	Cloth 40/20/40 Bench Seat			\$102.00	
	Seating Options - XL Package - Super/Extended Cab Models:				
4	Cloth High Back Bucket Seat			\$521.00	
1	Cloth 40/20/40 Bench Seat			\$102.00	
	Seating Options - XL Package - Crew Cab Models:				
4	Cloth High Back Bucket Seat			\$622.00	
1	Cloth 40/20/40 Bench Seat			\$318.00	
	After Market Installed Options:				
	Bedliner (Drop-In)			\$229.00	
	Bedliner (Spray-In)			\$450.00	
	Bed Mat			\$165.00	
	Fiberglass Camper Top w/ Side and Rear Door Glass			\$1,600.00	
	Fiberglass Bed Cover (Tonneau Cover)			\$1,200.00	
	Warn 9000lb Winch & Black Grill Guard			\$1,995.00	
	Warn 12000lb Winch & Black Grill Guard			\$2,795.00	
	Warn Brush Guard for Winch			\$400.00	
	2" Ball, Receiver Tube and Pin for Frame Mounted Hitch			\$45.00	
	3 - Ball Hitch			\$125.00	
	Combo Ball and Pintle Hook			\$165.00	
	Adrian Single Lid Cross Box			\$595.00	
	Adrian Cross Box & Side Mounted Tool Boxes			\$1,698.00	
	4-Corner Flashing Strobe System (LED Lights)			\$595.00	
	LED Mini-Light Bar (Amber/Clear) Roof Mounted w/ 4-Corner LED Strobes			\$925.00	
	Decals and Markings			Call for Pricing	
	Adrian Steel SB Series Cab Over Ladder Rack (Painted Black)			\$1,150.00	
	FMVSS Safety Kit (Fire Ext., Triangle and First Aid Kit)			\$95.00	
	1000lb Tommy Gate Installed			\$2,295.00	
	1300lb Tommy Gate Installed			\$2,495.00	
	1500lb Tommy Gate Installed			\$2,750.00	
				sales tax	
				delevery	
				total	

Attachment: SKM_C224e16110912080 (2191 : Public Works Dept - New Pick up Truck Request)

22176

4013

376

87

-188

127

26

274

141

450
165

165
595
595

300
300

29602



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

ACTION ITEM

DOC ID: 2184

Council Meeting Date:	17 November 2016
Department:	Water Utilities
Issue Under Consideration:	Motion to Approve Payment to North American Construction Company, Inc. For Change Order No. 1 For The Wastewater Treatment Facility Modifications Phase 1 & 2 - SBR No. 2 & 3 in the Amount of \$35,390.00
Amount Requested:	\$35,390.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	- This change order is for additional work in SBR #3 associated with installation of a new sump, additional dewatering, cleaning and forming, decanter structural concrete changes, circuit breaker deduct, sludge disposal deduct, and decanter electrical changes. - We did not know what we would find when SBR #3 was drained. It was determined the basin had cracks and was leaking water. The majority of this change order was for additional dewatering along with installation of the sump to allow for proper dewatering to allow concrete work.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

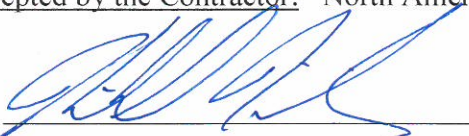
Will Cook Completed 11/07/2016 2:45 PM
 Debra Bivens Completed 11/08/2016 8:35 AM
 Paul Gardner Completed 11/09/2016 12:26 PM
 Ann U. Mercer Completed 11/09/2016 2:42 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

- 1 North American Change Order #1 (PDF)

CONTRACT CHANGE ORDER NO. 1DATE: October 17, 2016PROJECT: Wastewater Treatment Facility
Modifications – Phase 1 & 2 –
SBR No. 2 & 3CHANGE ORDER #: 1PROJECT #: 31-2016-001Description of and Reason for Change:

1. Additional work in SBR No. 3 associated with a new sump, additional dewatering, cleaning and forming, decanter structural concrete changes, circuit breaker deduct, sludge disposal deduct, and decanter electrical changes as described in Contractor's proposal dated 10/17/16.

Itemization of Proposed Change and Basis for PaymentOriginal Contract Price \$ 2,332,250.00Previous Change Orders, An Addition of \$ 0.00This Change, An Addition of \$ 35,390.00Proposed Revised Contract Price \$ 2,367,640.00Extension of Contract Time Required: 0 days.Revised Contract Completion Date: October 28, 2017Accepted by the Contractor: North American Construction Company, Inc.By: Date: 10/17/16Recommended by: W.K. Dickson & Company, Inc.By: Date: 10-17-16

William H. Young, PE

Approved by the Owner: City of Georgetown, South Carolina

By: _____

Date: _____

CONTRACT CHANGE ORDER NO. 1

10-17-2016



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

ACTION ITEM

DOC ID: 2185

Council Meeting Date:	17 November 2016
Department:	Water Utilities
Issue Under Consideration:	Motion to Approve Payment to W.K. Dickson & Co., Inc. For Scope Change Amendment #1 in the Amount of \$29,493.00
Amount Requested:	\$29,493.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	• This scope change includes work completed for preliminary evaluation to the disinfection system at the WWTP to determine if chlorine gas is most cost effective, and design work associated with the acid feed system to repair existing damage that was found during project and also move the feed point and install a diffuser to prevent damage in future. • The disinfection system evaluation revealed that gas can be used, and will save approximately \$250,000 in capital costs and \$1,400,000 in a twenty year life cycle cost comparison. • The acid feed repairs are required due to heavily damaged structural concrete at the decant wetwell. Changes to the feed point and feed design should prevent any future damages. The existing acid containment area is also required to be repaired.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Will Cook Completed 11/07/2016 2:43 PM
 Debra Bivens Completed 11/08/2016 8:44 AM
 Paul Gardner Completed 11/09/2016 12:30 PM
 Ann U. Mercer Completed 11/09/2016 2:48 PM
 Viewed attachment
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

1. 1 2016-10-25 TO #2 SCA #1 (PDF)

Updated: 11/7/2016 2:43 PM by Will Cook (Page 1)

AMENDMENT NO. 1**ADDITIONAL SERVICES AUTHORIZATION**

The following additional services to the contract for Task Order Number 2 - SBR Modifications dated December 29, 2014 between the City of Georgetown (CITY) and W.K. Dickson & Co., Inc. (CONSULTANT) are authorized.

1. SCOPE OF SERVICES.**Task 1 – Disinfection System Evaluation**

CONSULTANT shall provide additional services related to the Wastewater Treatment Facility Disinfection System to include:

- A. Evaluate chlorination system alternatives including existing liquid chlorine system, bulk hypochlorite disinfection system, and gas chlorine system.
- B. Obtain pricing for equipment from vendors for use in estimating capital costs.
- C. Perform a life cycle cost comparison including estimates of probable construction cost, chemical costs, and maintenance costs.
- D. Draft a technical memorandum summarizing the results with a recommendation.
- E. Meet with the CITY to present the findings and receive comments for incorporation into the technical memorandum.

Task 2 – Acid Feed System Modifications

CONSULTANT shall provide additional services related to the Wastewater Treatment Facility Acid Feed System to include:

- A. Evaluate modifications to the acid feed system including the addition of dilution water and diffuser.
- B. Evaluate repairs to the decant pump station wet well.
- C. Evaluate coating systems to protect the concrete structure at the point of acid addition.
- D. Evaluate repairs and coating systems for the acid storage containment area.
- E. Evaluate alternative acid feed location.
- F. Meet with the CITY to present findings and recommendations.
- G. Develop plans and specifications for the modifications.
- H. Obtain SCDHEC approval under existing Construction Permit to modify the acid feed location.
- I. Obtain pricing from the Contractor, and assist the CITY in negotiating and executing a construction change order for the modifications.
- J. Provide construction administration services for the work including the review of shop drawings and requests for information, review of Contractor's pay requests, one meeting onsite to review the work and develop punch list, and complete record drawings.

2. **TIME OF PERFORMANCE.** CONSULTANT's time of performance for the above additional services shall be extended 0 calendar days.
3. **COMPENSATION.** CONSULTANT shall provide the above Additional Scope of Work on an hourly plus expenses basis not-to-exceed \$29,493.00. The total contract not-to-exceed fee is increased from \$410,146 to \$439,639.

All services and associated compensation shall be in accordance with the above referenced Contract for Services.

OWNER:

CITY OF GEORGETOWN

By: _____

Title: _____

Date: _____

CONSULTANT:

W.K. DICKSON & CO., INC.

By:  _____

William H. Young, PE

Title: Vice President

Date: October 25, 2016

Attachment: 2016-10-25 TO #2 SCA #1 (2185 : Task Order Number 2 - SBR Modifications Amendment #1)



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

ACTION ITEM

DOC ID: 2186 A

Council Meeting Date:	17 November 2016
Department:	Engineering
Issue Under Consideration:	Motion to accept bid and approve payment to Holbrook Construction, Inc. For the amount not to exceed \$205,436 to perform water improvements on Cherry Street and Wilkinson Street. Work consists in replacing a 2-inch water main with a new 6-inch PVC water main with four fire hydrants and water services including asphalt and landscape restoration.
Amount Requested:	\$205,436 (bid amount is \$186,760)
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$150K was budgeted under this fiscal year and a budget amendment will be required.
Points to Consider:	A 10% of bid amount is being requested for contingency.
Options:	None.
Staff Recommendation:	Holbrook has not worked for the City before but has experience in similar projects working for other municipalities. We recommend approving Holbrook Construction Inc. as the lowest qualified bid.

Reviews:

Orlando Arteaga Completed 11/08/2016 11:37 AM
 Finance Completed 11/08/2016 11:57 AM
 City Attorney Completed 11/08/2016 12:21 PM
 bid security required, sec. 2-186 procurement code
 Paul Gardner Completed 11/09/2016 12:33 PM
 Ann U. Mercer Completed 11/09/2016 2:49 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

1. 1 SUBMITTAL LISTING - UNDER REVIEW (PDF)
2. 2 HOLBROOK CONSTRUCTION INC (PDF)
3. 3 HOLBROOK CONSTRUCTION INC QUALIFICATIONS SHEET (PDF)
4. 4 Holbrook Construction License (PDF)

Updated: 11/8/2016 11:57 AM by Debra Bivens A (Page 1)



CITY OF GEORGETOWN



SUBMITTAL LISTING

PROJECT:	CHERRY STREET WATER IMPROVEMENTS PROJ #1502	DATE BID RECEIVED:	Wednesday, November 2, 2016 2.00 pm
		PLACE:	1134 N Fraser Street

SIGNED: _____

COMPANY NAME	MAILING ADDRESS	AMOUNT OF BID	COMMENTS:
LW INC	11405 OCEAN HWY PMB 490 PAWLEYS ISLAND SC 29585	286,165.00	UNDER REVIEW
LAWRIMORE CONSTRUCTION	6240 CYPRESS SWAMP ROAD CONWAY SC 29527	314,216.00	UNDER REVIEW
HOLBROOK CONSTRUCTION	PO BOX 71060 MYRTLE BEACH SC 29572	186,760.00	UNDER REVIEW

Attachment: SUBMITTAL LISTING - UNDER REVIEW (2186 : Approval of Cherry Street Water Improvements Bid)

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

**SECTION 00311
BID FORM**

CHERRY STREET WATER IMPROVEMENTS PROJECT

FOR THE
THE CITY OF GEORGETOWN
SOUTH CAROLINA

Georgetown, S.C.

Date: NOVEMBER 2, 2016

PROPOSAL OF HOLBROOK CONSTRUCTION INC.

(Hereinafter called "Bidder"), a SOUTH CAROLINA (State)

Corporation/partnership/individual (Strike out inapplicable terms) doing business as

HOLBROOK CONSTRUCTION INC.

TO: Mrs. Daniella Howard
Purchasing Agent
City of Georgetown

Gentlemen:

The Bidder, in compliance with your invitation for bids for the **CHERRY STREET WATER IMPROVEMENTS PROJECT** having examined the drawings and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, for the Sum of:

ONE HUNDRED EIGHTY-SIX THOUSAND SEVEN Dollars (\$ 186,760.00)
HUNDRED SIXTY

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

The price indicated above shall also include the amounts indicted as Allowances and as described in the Division 1 Section "Allowances". Should actual cost vary from the Allowance listed, The Contract Sum shall be adjusted by Change Order.

BID FORM – UNIT PRICE
00311-1

Packet Pg. 47

Attachment: HOLBROOK CONSTRUCTION INC (2186 : Approval of Cherry Street Water Improvements Bid)

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

The above Unit Prices shall include all labor, materials, overhead, profit, insurance, taxes, fees, etc., to cover the finished work called for.

The undersigned declares that his firm is (delete those not applicable):

A corporation organized and existing under the laws of the

State of SOUTH CAROLINA

A partnership consisting of

The undersigned declares that the person or persons signing this proposal is fully authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all the conditions and provisions thereof.

It is agreed that no person or persons or company other than the firm listed below or as otherwise indicated hereinafter has any interest whatsoever in this proposal or the contract that may be entered into as a result thereof, and that in all respects the proposal is legal and fair, submitted in good faith, without collusion or fraud.

Respectfully Submitted:

HOLBROOK CONSTRUCTION INC
Contractor

(SEAL – if bid is by a Corporation)

By:

AL DE JONG
(Type/Print Name)

PRESIDENT
(Title)

5800 N KINGS HWY
(Street Address)

MYRTLE BEACH SC 29577
(City, State, Zip Code)

S.C. General Contractor's License No. G 113097

FID No. 20-5369492 and/or SSN _____

BID FORM – UNIT PRICE
00311-5

Packet Pg. 48

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

SCHEDULE OF UNIT PRICES

Additions and deletions from the Work shall be paid in accordance with the Unit Prices indicated below.

Item No.	Description Item	Quantity	Unit	Unit Price	Total Price
1	General Conditions w/ Mobilization, Existing Utility Protection, Staking and Compaction Testing	1	LS	\$ 11550.00	\$ 11550.00
2	Demolition and Erosion Control	1	LS	\$ 9350.00	\$ 9350.00
3	2" Asphalt Paving Type C w/ 8" GABC	150	SY	\$ 44.00	\$ 6600.00
4	6" Concrete Paving for Driveway w/ 4" GABC	20	SY	\$ 66.00	\$ 1320.00
5	1 ½ "Asphalt Overlay Type C	1050	SY	\$ 11.00	\$ 11550.00
6	Traffic Control	1	LS	\$ 3300.00	\$ 3300.00
7	6-in. PVC C-900 including trench excavation, dewatering and suitable backfill	1,710	LF	\$ 22.00	\$ 37620.00
8	6-in. MJ Gate Valve w/ Box	10	EA	\$ 1870.00	\$ 18700.00
9	Wet Tap Existing System w/ Valve	3	EA	\$ 2970.00	\$ 8910.00
10	6-in. Vertical Offsets	9	EA	\$ 726.00	\$ 6534.00
11	Fire Hydrants w/ Valve Boxes	4	EA	\$ 3300.00	\$ 13200.00
12	6X6 MJ Tee	5	EA	\$ 550.00	\$ 2750.00
13	6-in. MJ 45°/90° Bends	28	EA	\$ 385.00	\$ 10780.00
14	Directional Bore for 6-in HDPE water main w/ 10-in HDPE Casing	45	LF	\$ 165.00	\$ 7425.00

BID FORM – UNIT PRICE
00311-3

Packet Pg. 49

Attachment: HOLBROOK CONSTRUCTION INC (2186 : Approval of Cherry Street Water Improvements Bid)

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**
**CITY OF GEORGETOWN
SOUTH CAROLINA**

15	Directional Bore for Water Service Lines	6	EA	\$ 1100.00	\$ 6600.00
16	New Water Services	17	EA	\$ 1100.00	\$ 18700.00
17	Reset and Reconnect Existing Water Meters	1	LS	\$ 4400.00	\$ 4400.00
18	Water Testing and Sampling	1	LS	\$ 825.00	\$ 825.00
19	Replace Removed Trees, Shrubs and Fences	1	LS	\$ 5500.00	\$ 5500.00
20	Hydroseeding	9550	SF	\$.12	\$ 1146.00
Total Bid Price					186760.00

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **One Hundred (100) consecutive calendar days** thereafter as stipulated in the specifications.

Bidder further agrees to pay as liquidated damages the sum of \$500.00 for each consecutive calendar day thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

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

Bidder acknowledges receipt of the following addendum:

No.: 1 Dated: 10/26/2016

No.: _____ Dated: _____

No.: _____ Dated: _____

No.: _____ Dated: _____

No.: _____ Dated: _____

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding.

The Bidder agrees that this Bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closed time for receiving bids.

**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

**SECTION 00350
BID BOND**

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned Holbrook Construction, Inc., as Principal, and Pennsylvania National Mutual Casualty Insurance Company, as Surety, are hereby held and firmly bound unto the City of Georgetown, South Carolina, as Owner, in the penal sum of (5% of total bid) Five Percent (5%) of the attached bid*** Dollars Cents (\$ 5% of Bid***), for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 2nd day of November, 20 16.

The condition of the above obligation is such that:

WHEREAS, the Principal has submitted to City of Georgetown, SC a certain Bid, attached hereby and by reference made a part hereof, to enter into a contract in writing for the Cherry Street Water Improvements Project.

NOW, THEREFORE,

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

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

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

BID BOND
00350-1

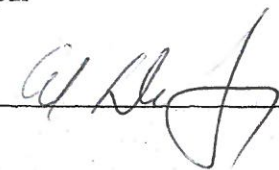
**CHERRY STREET WATER
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Holbrook Construction, Inc.

Principal

(Corporate Seal)

By:  (L.S)

Pennsylvania National Mutual Casualty Insurance Company

Surety

(Corporate Seal)

By:  (L.S)

Raymond E. Cobb, Jr., Attorney-in-Fact

Important:

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

Note:

Bond must be countersigned by a South Carolina resident agent.

X 

SC Resident Agent / Raymond E. Cobb, Jr.

(END OF SECTION)

BID BOND
00350-2

PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY
Harrisburg, Pennsylvania

6766

POWER OF ATTORNEY

Know All Men By these Presents, That PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, a corporation of the Commonwealth of Pennsylvania, does hereby make, constitute and appoint C. WAYNE MCCARTHA, RAYMOND E. COBB, JR., AND MARJORIE KATHRYN MCCARTHA-POWERS, ALL OF COLUMBIA, SOUTH CAROLINA (EACH) its true and lawful Attorney(s)-in-Fact to make, execute, seal and deliver for and on its behalf, as surety, as its act and deed:

ANY AND ALL BONDS AND UNDERTAKINGS PROVIDED THE AMOUNT OF NO ONE BOND OR UNDERTAKING EXCEEDS THE SUM OF TEN MILLION DOLLARS ----- (\$10,000,000.00) ALL POWER AND AUTHORITY HEREBY CONFERRED SHALL HEREBY EXPIRE AND TERMINATE WITHOUT NOTICE AT MIDNIGHT ON MAY 31, 2024, AS RESPECTS EXECUTION SUBSEQUENT THERETO.

And the execution of such bonds in pursuance of these presents shall be as binding upon said Company as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in Harrisburg, Pennsylvania, in their own proper persons.

This appointment is made by and under the authorization of a resolution adopted by the Board of Directors of the Company on October 24, 1973 at Harrisburg, Pennsylvania which is shown below and is now in full force and effect.

RESOLVED, that (1) the President, any Vice President, the Secretary, or any Department Secretary shall have power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Company, and affix the Company's seal thereto, bonds, undertakings, recognizance's, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any of such Officers of the Company may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-Fact with authority to execute waivers and consents on behalf of the Company; and (3) the signature of any such Officer or of any Assistant Secretary or Department Assistant Secretary and the Company seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such Officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

In Witness Whereof: PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY has caused these presents to be signed and its corporate seal to be hereto affixed on May 20, 2014.



PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY

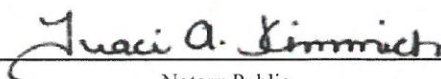

 Mark Fitzgerald, Vice President - Surety

Commonwealth of Pennsylvania, County of Dauphin – ss:

On May 20, 2014, before me appeared Mark Fitzgerald to me personally known, who being by me duly sworn, did say that he resides in the New Jersey, that he is the Vice President – Surety of PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, that he is the individual described in and who executed the preceding instrument, and that the seal affixed to said instrument is the corporate seal of said Company, and that said instrument was signed and sealed on behalf of said Company by authority and direction of said Company, and the said office acknowledged said instrument to be the free act and deed of said Company.

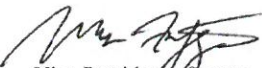


COMMONWEALTH OF PENNSYLVANIA
 Notarial Seal
 Traci A Kimmich, Notary Public
 City Of Harrisburg, Dauphin County
 My Commission Expires Oct 31, 2016
 Member, Pennsylvania Association of Notaries


 Notary Public

I, Mark Fitzgerald, Vice President – Surety of the PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, a corporation of the Commonwealth of Pennsylvania, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by the said Company, which is still in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the corporate seal of said Company on November 2, 2016.


 Vice President - Surety



**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

**SECTION 01200
CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS**

PART 1 – GENERAL

The following information and completed forms may be requested by the Owner of the three lowest bidders. The request will be made within five (5) days following the bid opening. Requested data to be received by the Owner within ten (10) days of the request. Failure to provide the data in this section, upon request, will subject bidder to disqualification.

1.1 DESCRIPTION

- A. Information submitted will be used by the Owner to determine the competency and ability of the Contractor/Subcontractor to perform the scheduled work in a manner deemed satisfactory to the Owner. The Owner's decision shall be final.
- B. Any Subcontractor used by the General Contractor whose portion of this project exceeds 5% of the total bid shall be required to provide the same information as the General Contractor.
- C. The Contractor/Subcontractor shall include with this section a detailed financial statement indicating the Contractor's/Subcontractor's financial resources. The information on that statement shall be certified by a Certified Public Accountant and shall be submitted on the Associated General Contractors of America from "Standard Questionnaires and Financial Statement for Bidders."
- D. The Contractor/Subcontractor shall certify by attaching his signature to this Section as provided that all information contained herein is complete and all statements and answers are accurate and true. Providing misinformation, incomplete information, inaccurate information, or failure to certify the information, will subject bidder to disqualification.

1.2 QUALIFICATIONS

- A. Complete the following (attach additional sheets as required):
 - 1. Name: Holbrook Construction Inc
 - 2. Address: 5800 N Kings Hwy
 - 3. City, State, Zip: Myrtle Beach SC 29577
 - 4. Principal: Albert De Jong
- B. Number of years your firm has been in business: 10
- C. List and describe a minimum of five (5) previous projects of similar size and nature completed in the last ten (10) years. (Attach additional sheets, if necessary):
 - 1. City of Conway SC Various Waterlines

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

2. Grand Strand Water and Sewer Authority (contract #10) Project #947-07,-
08,586-47-52

3. City of Dillon Waterline Upgrades

4. City of Hartsville Waterlines

5. City of Mullins Waterlines

D. List Owner, contact and telephone number for each of the five (5) projects referenced above. (Attach additional sheets, if necessary):

1. City of Conway

Larry Bell (843) 222-9720

2. Grand Strand Water and Sewer Authority

Jason Poston (843) 443-8287

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-2

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

3. City of Dillon Waterlines
Hanna Engineering
Mike Hanna (843) 628-6800
4. City of Hartsville SC
Hanna Engineering
Mike Hanna (843) 628-6800
5. City of Mullins
Hanna Engineering
Mike Hanna (843)628-6800

E. For the projects listed in Item C, list the original bid price, final construction costs, specified completion time, actual completion time and explanations for differences in costs and times as required. (Attach additional sheets, if necessary):

1. Original contract price: \$500,235.25
 Final construction price: \$502,846.72
 Specified completion time: 180 days
 Actual completion time: 150 Days
 Explanation: _____

2. Original contract price: \$573,652.91
 Final construction price: \$587,515.57
 Specified completion time: 180 days

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-3

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Actual completion time: 185 days

Explanation: Extra work was added to contract

3. Original contract price: \$455,499.72

Final construction price: \$453,174.20

Specified completion time: 180 days

Actual completion time: 160 days

Explanation: _____

4. Original contract price: \$363,038.50

Final construction price: \$372,748.50

Specified completion time: 120 days

Actual completion time: 90 days

Explanation: Extra work added

5. Original contract price: \$166,334.50

Final construction price: \$190,614.60

Specified completion time: 180 days

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-4

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Actual completion time: 170 days

Explanation: Extra work added

F. List the names, addresses and work of any portion of this project which will be subcontracted (more than 5% of the bid price). (Attach additional sheets, if necessary):

1. N/A

2.

3.

4.

5.

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-5

Packet Pg. 59

Attachment: HOLBROOK CONSTRUCTION INC QUALIFICATIONS SHEET (2186 : Approval of Cherry Street Water Improvements Bid)

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

G. List equipment owned that is available for this project:

Kobelco 135 Excavator

Kobelco 50 Excavator

Komatsu 250 Loader

H. List equipment to be purchased, leased or rented to perform this work:

N/A

I. List superintendent(s), foreman or others in charge who will be assigned to this project. Provide resumes and qualifications (insert sheets as required):

Albert De Jong - Owner 35 years experience

James De Jong - Superintendent 10 years experience

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

J. List and describe current projects, current statues of job and estimate schedule of completion. (Attach additional sheets, if necessary):

1. N/A

2. _____

3. _____

4. _____

5. _____

K. List past projects completed with Owner of project proposed in last fifteen (15) years. (Attach additional sheets, if necessary):

1. N/A

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-7

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

2. _____

3. _____

L. List past projects bid on with Owner of project proposed in last fifteen (15) years.
(Attach additional sheets, if necessary):

1. N/A _____

2. _____

3. _____

M. List all past projects completed with Engineer in past fifteen (15) years (Attach additional sheets, if necessary):

1. Project Name: N/A _____

Project Manager: (Engineer's): _____

Original contract price: _____

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-8

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Final construction price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

2. Project Name: _____

Project Manager: (Engineer's): _____

Original contract price: _____

Final construction price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

3. Project Name: _____

Project Manager: (Engineer's): _____

Original contract price: _____

Final construction price: _____

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-9

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Specified completion time: _____

Actual completion time: _____

Explanation: _____

N. List all projects involving litigation, arbitration and/or mediation in past twenty (20) years (Attach additional sheets, if necessary):

1. Project Name: N/A

Owner: _____

Engineer: _____

Date: _____

Explanation: _____

Result: _____

2. Project Name: _____

Owner: _____

Engineer: _____

Date: _____

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-10

Packet Pg. 64

Attachment: HOLBROOK CONSTRUCTION INC QUALIFICATIONS SHEET (2186 : Approval of Cherry Street Water Improvements Bid)

**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

Explanation: _____

Result: _____

3. Project Name: _____

Owner: _____

Engineer: _____

Date: _____

Explanation: _____

Result: _____

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-11

Packet Pg. 65

Attachment: HOLBROOK CONSTRUCTION INC QUALIFICATIONS SHEET (2186 : Approval of Cherry Street Water Improvements Bid)

HOLBROOK CONSTRUCTION INC

P.O. Box 71060
Myrtle Beach SC 29572
PH. 843-241-3908
Fax 843-449-8647

E-mail - holbrookconstruction@gmail.com

Rate schedule for equipment ;

Kobelco 135 excavator	\$150.00 per/hr.
Kobelco 50 excavator	\$125.00 per/hr.
Komatsu loader	\$175.00 per/hr.

Labor rate schedule;

Superintendant	\$35.00 per/hr.
operator	\$30.00 per/hr.
pipelayer	\$25.00 per /hr.
laborer	\$25.00 per/hr.

Overhead & Profit	20%
-------------------	-----

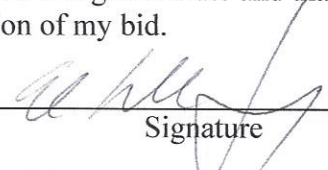
**CHERRY STREET WATER MAIN
IMPROVEMENTS PROJECT**

**CITY OF GEORGETOWN
SOUTH CAROLINA**

O. Attach rate schedule for equipment, labor, overhead and profit.

P. Additional information:

I hereby certify that as a duly authorized representative of Holbrook Construction Inc
(bidder), the information provided is to the best of my knowledge accurate and that failure to
provide accurate information will result in disqualification of my bid.


Signature

Al De Jong

Name (Print)

President

Title

11-04-2016

Date



(Seal)

Notary Public of South Carolina (State)

My commission expires: 6/27/2026 

CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS

01200-12

Packet Pg. 67

Albert De Jong

5800 North King's Hwy.
Myrtle Beach South Carolina
29577
843 241 3908

QUALIFICATIONS

I have thirty five years experience in residential, commercial and industrial projects under heavy. utilities, roads, grading, sewer and water including pump stations.

EDUCATION

1972-73	graduate, John Mc Gregor High School, Chatham Ontario, Canada graduate, Mc Gill University Montreal, Quebec Canada sociology, political science, economics and history
---------	--

EMPLOYMENT

1975-1992	Owner, Holbrook Construction (Canada) residential basement and pool excavation, sewer and water installation up to \$200,000 after 1978 residential , commercial and industrial sewer and water up to \$5,000,000
1994-2003	Greenwall Construction Service superintendant, sewer and water, waste water treatment, streetscape, road building and estimator for all sewer and water projects.
2003-2006	Present employer superintendant, sewer and water, paving, vacuum sewer, pump stations. presently installing 30 inch force main, City of Wilmington, North Carolina

AS HOLBROOK CONSTRUCTION INC founded in 2006

2007	Walmart super Center - Dillon SC Water and Sewer Installation, Storm Sewer Installation Subcontractor for Palmetto Corp. of Conway SC
2008	Rose Haven Subdivision - Conway SC Sewer, Water, Pump Station, 250 Lot Subdivision Owner, Palmetto Properties, Conway SC
2012	3rd Ave South Streetscape - City of Myrtle Beach SC Sewer and Water Relocate Subcontractor for Greenwall Construction Service
2013	Stonegate - Phase 2A - Myrtle Beach SC Water and Sewer Installation G3 Engineers

- 2014 **Bucksport Waste Water Treatment Plant**
Grand Strand Water and Sewer Assoc.
30,000 Feet of 30" Force Main,
Piping of 10 Basins for Affluent
Subcontractor for Greenwall Construction Service
- 2015 **Palm Lakes Phase 3 Storm Water - Myrtle Beach SC**
Subcontractor for King Construction Service Inc

PROJECTS COMPLETED

Sandy Island water line Installation
 Georgetown County Water and Sewer
 Contact- Aaron Bodiford
 Contractor- Greenwall Construction Service

City of Myrtle Beach
 25th Ave. Land drainage improvements Nov. 2004
 Contact- Eric Rabon, City of Myrtle Beach
 Contractor- Greenwall Construction Service

City of Hartsville South Carolina
 Streetscape, \$2.8 million
 Contractor- Greenwall Construction Service

Pump station reconfiguration
 Brunswick County Government Complex
 Castle Eng. contact- Robert Hann
 Brunswick County contact- Cory Sumner, Eng. service

Waste water diversion
 Brunswick County Community College
 Castle Eng. contact Robert Hann

Holden Beach Vacuum Sewer System
 Pump station #1
 Vacuum sewer system Phase 3
 contact- Chris Clemons, Public Works Director, Town of Holden Beach, N C

More projects available upon request.

Also Note: All projects from 2007 until 2015 have also been completed.

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

5800 N KINGS HWY
MYRTLE BEACH, SC 29577
(843) 241-3908

License number: 113097**License type:** GENERAL CONTRACTOR**Status:** ACTIVE**Expiration:** 10/31/2018**First Issuance Date:** 02/15/2007**Classification:** WL4**President / Owner:** ALBERT DEJONG[Click here for Classification definitions and licensee's contract dollar limit](#)**Supervises****ALBERT DEJONG - (COG)**[File a Complaint against this licensee](#)**Board Public Action History:**[View Orders](#)[View Other License for this Person](#)

No Orders Found

Attachment: Holbrook Construction License (2186 : Approval of Cherry Street Water Improvements Bid)



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

ORDINANCE

DOC ID: 2188

Council Meeting Date:	17 November 2016
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading on a Budget Amendment in the Water Fund in the Amount of \$55,000 for Cherry And Wilkinson Streets Water Improvements.
Amount Requested:	\$55,000
Is Item in Current Budget?	No
If no, please explain:	
Financial Impact:	Reduction of Fund Balance in the Water Fund.
Points to Consider:	This project was originally fully budgeted in FY 2015, but it was not launched. The budgeted amount for this fiscal year (\$150,000) was intended to complete the project. A ten percent (10%) contingency is added to the contract amount for any necessary change orders for a total project cost not to exceed \$205,436.
Options:	Approve or Disapprove.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens	Completed	11/08/2016 10:51 AM
Finance	Skipped	11/08/2016 10:50 AM
City Attorney	Completed	11/08/2016 12:16 PM
Paul Gardner	Completed	11/09/2016 12:40 PM
Ann U. Mercer	Completed	11/09/2016 3:19 PM
Georgetown City Council	Pending	11/17/2016 5:30 PM

Attachments:

1. 1 Budget Amendment FY 16-17 Water Fund (PDF)

**MOTION TO APPROVE FIRST READING ON A BUDGET AMENDMENT IN THE WATER
FUND IN THE AMOUNT OF \$55,000 FOR CHERRY AND WILKINSON STREETS WATER
IMPROVEMENTS.**

**AN ORDINANCE TO AMEND THE 2016/2017 ANNUAL BUDGET FOR
THE CITY OF GEORGETOWN, SOUTH CAROLINA**

WHEREAS, certain expenditures considered necessary to the operations of the City of Georgetown have arisen subsequent to adoption of the 2016/2017 annual budget ordinance.

NOW, THEREFORE, BE IT ORDAINED by City Council duly assembled the 15th day of December, 2016, that the 2016/2017 annual budget be amended to incorporate the following supplemental appropriation:

WATER FUND

Original Appropriations	\$ 2,509,440
Supplemental Appropriation:	
For unanticipated expenditure: Water Improvements to Cherry and Wilkinson Streets	55,000
Total Amended Budget	\$ 2,564,440

PASSED by City Council duly assembled this 15th day of December 2016.

ATTEST:

Ann U Mercer
City Clerk

Jack M. Scoville, Jr.
Mayor

APPROVED AS TO FORM:

First Reading: November 17, 2016
Second Reading: December 15, 2016

Elise F Crosby
City Attorney

Attachment: Budget Amendment FY 16-17 Water Fund (2188 : Motion to Approve First Reading on a Budget Amendment in the Water Fund)



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

ACTION ITEM

DOC ID: 2181

Council Meeting Date:	17 November 2016
Department:	Electric
Issue Under Consideration:	Motion to Approve Purchase Order and Payment in the Amount of \$230,000 to Sumter Utilities for Distribution Line Upgrades
Amount Requested:	\$230,000
Is Item in Current Budget?	Yes, \$250,000 was approved in the FY2016/17 CIP for Line Upgrades. Materials to be charged out of inventory will make up the difference.
If no, please explain:	
Financial Impact:	
Points to Consider:	We have used Sumter Utilities in recent years to assist us with system upgrades involving primary voltage work that is too large for our crews to handle or requires equipment that we do not have. It continues to be necessary to fund these upgrades on an annual basis because there are many sections of our distribution system that are very old and in poor condition. This work will help us maintain a safe and reliable distribution system. This work was advertised for bidding and Sumter was the only bid we received. Last year, Sumter was honoring pricing that they had provided in 2014. This year's bid represents an increase over the 2014 pricing, but is still lower than the competitor's pricing in 2014.
Options:	Approve or disapprove
Staff Recommendation:	Staff recommends approval

Reviews:

Alan Loveless Completed 11/09/2016 10:57 AM
 Debra Bivens Completed 11/09/2016 12:11 PM
 Paul Gardner Completed 11/09/2016 12:20 PM
 Ann U. Mercer Completed 11/09/2016 2:32 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

1. 1 SKMBT_C22416110912080 (PDF)



Hourly Overhead & Underground Labor & Equipment Rates
for
On-System Crews
City of Georgetown

Effective: 11/01/16 until 10/31/17

<u>Description</u>	<u>Straight Time Hourly Billing Rate</u>	<u>Overtime Hourly Billing Rate</u>
<u>Labor</u>		
Foreman	\$ 58.75	\$ 85.18
A Lineman	\$ 53.00	\$ 76.85
B Lineman	\$ 44.50	\$ 64.52
Operator	\$ 30.25	\$ 43.86
Groundman	\$ 24.90	\$ 36.10
UG Foreman	\$ 47.00	\$ 68.15
UG Lineman	\$ 33.80	\$ 49.01
UG Operator	\$ 28.00	\$ 40.60
UG Groundman	\$ 24.90	\$ 36.10
<u>Equipment</u>		
	<u>Rate Per Hour</u>	
¾ & 1 ton Crew Pickup 4x4	\$ 12.00	
55' Bucket Truck, 4x2	\$ 21.50	
55' Bucket Truck Material Handler, 4x2	\$ 24.50	
Digger Derrick, 13k	\$ 25.85	
Pole Trailer Single Axle 15k	\$ 2.00	
Material Trailer	\$ 2.00	
Backyard Machine	\$ 18.00	
Tracked Excavator, 8k	\$ 14.00	
Equipment Trailer	\$ 3.35	
Wire Reel Trailer	\$ 2.00	
UG Puller	\$ 8.25	
Tensioner	\$ 6.00	
Puller	\$ 14.00	
Air Compressor	\$ 2.00	

Attachment: SKMBT_C22416110912080 (2181 : Approval of Purchase Order with Sumter Utilities)



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

ACTION ITEM

DOC ID: 2189

Council Meeting Date:	17 November 2016
Department:	Administration
Issue Under Consideration:	Motion to Approve a \$250 Year-end Bonus for Employees
Amount Requested:	\$250/Employee
Is Item in Current Budget?	Yes due to return of surplus from SCMIRF/SCMIT
If no, please explain:	
Financial Impact:	\$43,500
Points to Consider:	As requested last year by council, the safety bonus is now considered a year-end bonus. The City's Return of Surplus from SCMIRF was \$2,254.10 and from SCMIT was \$53,834.87, totaling \$56,088.97. We can use this refund to fund the employee bonuses which total \$43,500 and still have \$12,588.97 left over to apply towards our SCMIRF / SCMIT Premiums.
Options:	1. Approve Year-end Bonus. 2. Do Not Approve Year-end Bonus
Staff Recommendation:	Approve Year-end Bonus

Reviews:

Paul Gardner Completed 11/09/2016 12:41 PM

Debra Bivens Completed 11/09/2016 3:17 PM

Ann U. Mercer Completed 11/09/2016 3:20 PM

Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:



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

ORDINANCE

DOC ID: 2192

Council Meeting Date:	17 November 2016
Department:	Administration
Issue Under Consideration:	Motion to approve first reading of an Ordinance amending the City of Georgetown Code of Ordinances Chapter 17 Planning, by adding Article IV Economic Development Incentive Program, Sections 17-30 through 17-36.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	Incentives Needed To Spur Economic Development
Options:	1. Approve 2. Disapprove
Staff Recommendations:	Staff Recommends Approval.

Reviews:

Paul Gardner Completed 11/09/2016 3:54 PM
 Ann U. Mercer Completed 11/09/2016 4:15 PM
 Georgetown City Council Pending 11/17/2016 5:30 PM

Attachments:

MOTION TO APPROVE FIRST READING OF AN ORDINANCE AMENDING THE CITY OF GEORGETOWN CODE OF ORDINANCES CHAPTER 17 PLANNING, BY ADDING ARTICLE IV ECONOMIC DEVELOPMENT INCENTIVE PROGRAM, SECTIONS 17-30 THROUGH 17-36.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2187)**

Meeting: 11/17/16 05:30 PM
Department: Police Department
Category: Report
Prepared By: Johnnie Deas
Initiator: Kelvin Waites
Sponsors:
DOC ID: 2187

October 2016 Georgetown Police Department Report

MAYOR
JACK, M. SCOVILLE, Jr.



POLICE CHIEF
KELVIN WAITES

City of Georgetown

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

November 7, 2016

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

Dear Mayor Scoville and Council Members:

During the month of October the Georgetown Police Department worked tirelessly along with other agencies and departments leading up to the development of Hurricane Matthew in order to ensure the safety of the public. The Georgetown Police Department assisted in the evacuation process for those residents living in mandatory evacuation zones before the storm, and worked around the clock to ensure that the mandatory curfew that was implemented was being adhered to.

During the month of October the Georgetown Police Department worked with the Family Justice Center to acknowledge October as Domestic Violence month. We acknowledged and supported Domestic Violence Month by displaying purple ribbons on the outside entrance of the police department.

On October 2nd the Georgetown Police Department attended the LEPC quarterly meeting at the Emergency Operations Center. We were updated on the status of Hurricane Matthew as well as upcoming training.

On October 4th the Georgetown Police Department assisted the new Kraft Credit Union Branch Headquarters with updating their emergency procedures as well as training their staff on what to do in case of an Active Shooter situation.

The Police Community Advisory Board met on October 18th. See attached minutes from the advisory board meeting.

The Georgetown Police Department worked and participated in the Bully Free Walk/Parade on October 19th. There was a wide spread involvement from the entire community. Students, teachers, administrators, along with the rest of the community all made it very clear that bullying will not be tolerated in the City of Georgetown.

Honorable Mayor & City Council Members
November 7, 2016
Page Two

On October 21st the Georgetown Police Department was asked to stop by Brown's Ferry Elementary School to talk to some young men in a mentoring program about bullying. Though this took place outside of the city limits we felt that it was important not to decline the request because all of the children of Georgetown County cross paths at some time or another.

The Georgetown Police Department hosted a USDA meeting on October 22th, which was coordinated by the City Administrator. The meeting was informative and well attended by the community.

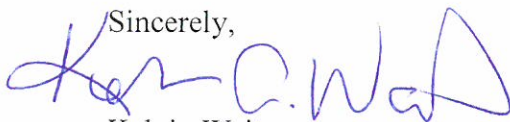
Chief Waites spoke to the Georgetown Mentor Group on October 24th at the Georgetown County School District's Boardroom. He spoke to the group about staying focused during adversities in their lives.

On October 24-28th Victim Advocate Chanda Robinson attended the Annual Law Enforcement Victim Advocate Conference in Myrtle Beach, SC. The training gave updated information on victim services, upcoming laws that are being presented at the state house, and training to further educate agencies on Human Trafficking.

The Georgetown Police Department provided traffic control and security during the Bridge 2 Bridge Run on October 29th to ensure the safety of the participants. The bridge 2 bridge run turned out to be a huge success.

The Georgetown Police Department participated with the Annual Fall Festival at the Georgetown County Courthouse on October 31st serving popcorn and interacting with the community. The police department also monitored the trick or treating activities on Front Street during the hours of 5pm -7pm.

Sincerely,



Kelvin Waites
Chief of Police

Attachments
KW: pc

Attachment: October 2016 Monthly Letter (2187 : GPD - October 2016 Monthly Reports)

GEORGETOWN POLICE DEPARTMENT 2016 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
SPEEDING CITATIONS	99	79	88	124	142	110	90	112	68	36		
OTHER TRAFFIC CITATIONS	62	89	59	79	78	48	103	86	67	58		
WARNING - SPEEDING	96	57	97	66	69	88	93	107	85	61		
WARNING - OTHER	128	112	102	97	89	84	87	94	174	186		
PARKING CITATIONS	8	3	6	1	0	7	2	6	2	19		
TOTALS	393	340	352	367	378	337	375	405	396	360	0	0

3,703

TOTAL CITATIONS

STATE ACCIDENTS	30	36	39	46	49	36	47	47	59	42		
PARKING LOT ACCIDENTS	23	17	20	15	19	24	19	16	14	6		
TOTALS	53	53	59	61	68	60	66	63	73	48	0	0

604

TOTAL ACCIDENTS

GEORGETOWN POLICE DEPARTMENT 2016 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	108	98	88	86	126	84	120	104	130	70		

TOTAL ARRESTS 1,014.00

CRIMINAL INCIDENTS	193	220	241	268	378	319	189	187	218	222		
DOMESTIC INCIDENTS	7	4	12	6	14	17	4	8	6	9		
TOTALS	200	224	253	274	392	336	193	195	224	231		

TOTAL INCIDENTS 2,522

Police-Community Advisory Board

October 18, 2016 at 6:00 PM

Minutes

ATTENDANCE:

Board Member Present:

Ms. Harold Jean Brown
Mr. David Essex
Mr. Fred Keith
Ms. Carol McCants
Ms. Deborah Smith

Board Member Absent

Ms. Rena Dennison
Bishop Richard Frasier
Mrs. Laura Hutto
Ms. Johnnie Shaw

Police Department Personnel Present:

Mrs. Patrice Coachman
Chief Kelvin Waites

Other Persons Present:

Councilman Sheldon Butts
Ms. Rhonda Green

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

Chief Waites opened the meeting by welcoming everyone in attendance and introducing new P-CAB member Deborah Smith to the advisory board. Chief Waites then introduced Sgt. Church to the advisory board members because he felt like the advisory board should get to know the officers who works for the Georgetown Police department.

Chief Waites then spoke about Hurricane Matthew and how hard the GPD worked to ensure the safety of the public. He talked about the pre-storm evacuation process for the residents living in Zone A. He told the members that the department used Code Red Messages, social media, as well as having the police officers on the ground and using our P.A. system informing those residents who live in Zone A to evacuate. He also spoke about the mandatory curfew and why it was implemented. Chief told the members that the community responded very well to the curfew and that the department didn't have any problems at all.

Ms. Brown asked Chief Waites if there's something the County and City can do to better inform the elderly, whenever there is a mandatory evacuation because a lot of the elderly residents don't know their zones. Chief Waites responded that he would pass along the information to the County.

Mr. Essex asked Chief Waites about the flooding conditions on Front Street. Chief Waites responded that according to the EOC the flooding will continue to affect Front Street for at least 3 more days.

Councilman Butts asked Chief Waites why was there so many outlets during the Hurricane Matthew preparation. Chief Waites responded that everyone was given the same directive and that there were no errors.

Chief Waites spoke to the P-CAB members about Children's perspective on the advisory board. Mr. Keith responded that there use to be a high school student on the board, but he graduated from high school. Chief Waites responded that he would like to get a high school student on the board.

Chief Waites then talked about two different scenarios involving our officers. The first video showed a vehicle stop where an officer was accused of racial profiling. The second showed what officers have to deal with on a daily basis.

Chief Waites thanked everyone for attending and adjourned the meeting at 7:30 p.m.

Minutes recorded by Patrice Coachman

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2178)**

Meeting: 11/17/16 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 2178

October 2016 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

NOVEMBER
2016



Fire Prevention Bureau

2016

October

Inspections	41
Violations Found	43
Buildings without Violations	14
Buildings Cleared of Violations	10
Violations Corrected	26
Violations Not Corrected	3
3rd Party Inspection Review	2

Assemblies Inspected:	6
Business Inspected:	29
Educational Buildings Inspected:	0
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutionals Inspected:	0
Mercantiles Inspected:	5
Residentials Inspected:	1
Storage Buildings Inspected:	0

Construction Meetings:	0
Plans Review:	4
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	2
Citation Issued:	0

Public Education

Programs	7
Participants	2490

Suppression Division

A Brief Look at Emergency Responses

October 2016

- Five Medical Calls; One MVA; One Public Service; One Parade
- Three Medical Calls; One MVA; One Public Service Call
- Six Medical Calls; One MVA; One Gas Leak; Three Public Service Calls
- Eight Medical Calls; One Water Leak; One Public Service Call
- Three Medical Calls; One System Malfunction
- Six Medical Calls; One MVA; One Gas Leak
- One Detector Activation
- Seven Medical Calls; One Alarm Activation; Forty-Nine Storm Related Calls
- Four Medical Calls; One MVA; Two Alarm Activations; Eight Storm Related Calls
- Five Medical Calls; Two Public Service Calls
- Seven Medical Calls; One MVA; One Alarm Activation; Two Detector Activation; One Public Service
- Three Medical Calls; One Gas Leak; Two Public Service Calls
- Four Medical Calls; One Detector Activation; One Public Service Call
- Seven Medical Calls; One Vehicle Fire; Two Public Service Calls
- Eight Medical Calls; One MVA; One Detector Activation; One Standby Other Agency; One Chemical Spill; Two public Service Calls
- Seven Medical Calls; Three Public Service Calls
- Six Medical Calls; Five Public Service Calls
- Two Medical Calls; One Water Leak; One Alarm Activation; Five Public Service
- Five Medical Calls; Two Public Service Calls
- Four Medical Calls; One Detector Activation; One Vehicle Fire; Five Public Service
- Three Medical Calls; One Power Line Down; Six Public Service Calls
- Five Medical Calls; Two Public Service Calls
- Four Medical Calls; One Detector Activation; Three Public Service Calls
- Two Medical Calls; Three Public Service Calls
- Three Medical Calls; One MVA; Two Detector Activations; One Assist Other Agency; Five Public Service Calls
- Three Medical Calls; Four MVA's; Six Public Service Calls
- Six Medical Calls; One MVA; One Vehicle Fire; Four Public Service Calls
- Seven Medical Calls; Three Public Service Calls
- Five Medical Calls; One MVA; One Parade; Six Public Service Calls
- Two Medical Calls; One Electrical Problem; One Public Service Call
- Four Medical Calls; One MVA; One Detector Activation; Five Public Service Calls

Attachment: October 2016 Fire Report (2178 : October 2016 Fire Report)



October Year to Date
Total Call Volume 2016 2015 2016 2015
 As defined by the National Fire Incident Report System

Fires	3	6	31	44
Rescue Calls/EMS	163	136	1758	973
Hazardous Conditions	41	40	330	335
Service Calls	96	98	367	365
Good Intent Calls	17	12	108	49
False Alarms	17	24	137	143
Weather/Flood	5	20	11	30
Special Incident Type	9	18	82	113
Total Calls	345	354	2824	2052

Save/Loss Analysis

	Losses	Property Values
October 2016	\$ 2,851	\$ 13,450
October 2015	\$ 54,776	\$ 406,650
Year to Date	\$ 405,016	\$ 4,432,156

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

Mutual Aid Calls

	October	YTD
To Georgetown County Fire	0	9
To Midway Fire	0	11
To other Departments	0	1
From Georgetown County Fire	0	10
From Midway	0	5
From other Departments	0	0

	October	YTD
Staff Training Hours	782.25	9070.30

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2172)**

Meeting: 11/17/16 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 2172

October 2016 Public Works Department Report



**OCTOBER 2016
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT**

RESIDENTIAL SANITATION

1. Number of .Net work orders requests of roll-out carts repairs, new roll out cart deliveries and/or replacements; recycle bins and cancelled sanitation services; yard waste and brown and white goods collected this month: **44**
2. Crews collected yard waste, brown and white goods, dead animals along city right of ways.
3. Delivered roll out carts, barricades and tents for special events and emergency assistance.
4. Purchased and prepared sandbags during Hurricane Matthew event. Distributed Sandbags to Public at Public Works facilities. Crews worked throughout weekend of Hurricane Matthew to remove and collect storm related debris from roadway areas.

STREETS and GROUND MAINTENANCE

1. Crews supported residential sanitation crews with garbage collections and Hurricane Matthew event.
2. Crews completed work orders for sidewalk maintenance and curbside debris.
3. Grounds Maintenance and Street crews completed maintenance of City Parks, Welcome Sign areas and right of ways.
4. Grounds Maintenance crews are completing Fall Planting at City Welcome Signs and City Park areas.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2177)**

Meeting: 11/17/16 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Glenn Dixon

Initiator: Glenn Dixon

Sponsors:

DOC ID: 2177

October 2016 Fleet Services Report



FLEET SERVICES DEPARTMENT

OCTOBER 2016 MONTHLY REPORT

• Repairs	64
• PM Services	13
• Tires repaired or replaced	22
• Services past due	49

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2180)**

Meeting: 11/17/16 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 2180

October 2016 Electric Utility Department Report

JACK M. SCOVILLE, JR.
Mayor

PAUL GARDNER
City Administrator



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

ELECTRIC UTILITY DEPARTMENT

OFFICE: (843) 545-4600

FAX: (843) 527-7591

November 7, 2016

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

We continued to have reliability issues with the generator at the waste water plant, but we feel that the equipment provider has now made adjustments to the control settings to ensure that the unit will operate reliably when we need it to do so. We have had several successful runs since the last adjustments were made, and we had both units running in October when Santee Cooper hit their system peak for the month. Meetings were held with the consulting engineer to finalize a project schedule which will have the plant operational by the end of this fiscal year, but we have already experienced delays which make this unlikely. The decision to use natural gas or diesel took several weeks with Council discussion at the August workshop and a vote in September. We are proceeding with the diesel design. The survey work has been completed. The bid documents for the generator and protective equipment are in the final draft stage and should be advertised soon. We are targeting the January meeting for Council approval. Bid documents for the construction of the building and for the step-up transformers are also being prepared.

Hurricane Matthew hit our electric distribution system very hard in early October. Overall, when the magnitude of the storm is considered, our distribution system held up very well. The storm still did a great deal of damage. Santee Cooper experienced a large amount of damage to their transmission system and we lost our transmission service from them for a period of about 25 hours, resulting in the entire City being without power. After this service was restored, we had to ride out each of our eight distribution feeders to find damages that had to be addressed before we could re-energize each feeder. Some of this damage had to be repaired prior to re-energizing; some of it could be isolated and left dead until we could make repairs later. The emphasis was on re-energizing feeders and restoring service to the highest number of customers possible as soon as possible, then repairing smaller areas later. Priority was given to feeders serving the hospital, water plant and waste-water plant. We had all of our feeders energized approximately 33 hours after our transmission service was restored. The waste water treatment plant had to be isolated because of a Santee Cooper transmission line that was down across our distribution line on Ridge Street. It took them about 4 days to repair this line. We were able to re-configure the peak shaving generator at the waste water plant in order to use it to provide power to the plant

during this time. A total of 16 poles were replaced during the storm and we have discovered several poles that were damaged and are requiring replacement. We still have a large number of street and security light repairs to be made and have not had time to get to these. We greatly appreciate the assistance provided by the Cities of Seneca and Camden through our SCAMPS mutual aid agreement. Our staff worked 16 to 17 hour days during and after this storm and did an outstanding job restoring power safely to City customers.

Our Line Crew Supervisor position remains open. We have advertised the position internally and our current employees have declined the position. We have arranged to obtain assistance from a temporary person with field technical experience to perform some of the non-supervisory tasks of the position. This person started on a temporary part-time basis in early April and is handling some of the field engineering/customer contact work. The two vacant Line Technician positions have been filled, and we are now discussing strategies for filling the Line Crew Supervisor and Engineering Technician positions.

We continue to work with Cooper to resolve issues with the water nodes on our AMI system. Software issues continue to cause some units to show as ready in the system, but not communicate readings. Cooper is providing us with replacement water nodes as warranty replacements and this is allowing us to do a better job of staying ahead of the bad nodes prior to billing reads.

Meetings continue with representatives of Tideland Health concerning electric service to the new surgical wing being constructed at the hospital. It appears that a new transformer will be required and that this can be incorporated into a looped system which will be designed to give them redundancy and increased reliability. An abandoned pole line in the rear of the property was removed in order to provide room for the new surgical wing.

Work has started on the Broad Street revitalization project. Now that SCDOT has completed the resurfacing of the street, we are clear to begin installation of decorative poles and lights. However, the hurricane response has us so far behind schedule that it is difficult to say when we will be able to begin.

Council approved the purchase of lighting equipment to replace the handrail light system on the Harborwalk. Some additional equipment will be needed and has also been ordered. The manufacturer has recently agreed to configure some longer leads for us that will eliminate the need for junction boxes which would introduce a water ingress opportunity. These leads should greatly add to the reliability of the system, but since they are going to be special orders, they have required some additional production time. The manufacturer still has not delivered any of the equipment; they are waiting for the special-order longer leads to finish production before they ship any of the equipment. This delivery is expected at any time.

SCDOT has started their construction on the 17-521 resurfacing project. Our involvement will be minimal until the DOT portion of the project is complete. At that time, we will begin the conversion of our overhead facilities to underground.

There has been no additional information received about the possibility of a new Capt. D's on N Fraser St.

There has been no additional information received about the development of commercial property across from Wal Mart adjacent to the new credit union.

Safety meetings were held in September/October, and covered the topics of excavation safety and work zone protection.

Other statistics of interest for October:

• Cut-on – regular	170
• Cut-off – regular	111
• Cut-off – non-pay	213
• Non-pay restores	167
• Re-read orders	265
• CNP finals	41
• Accidents – lost time	0
• Accidents – first aid/property damage	1
• PUPS locates	146
• Total orders worked	994

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2182)**

Meeting: 11/17/16 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2182

September 2016 Water Utilities Report

SEPTEMBER 2016 WATER UTILITIES REPORT

Water Treatment Plant

- WTP Filtered Water Total 27.517 MG
- Average Daily Flow Finished Water 0.917 MGD
- King Well 7.326 MG
- Maryville Well 8.523 MG
- Contractor currently installing the new high service pumps.

Wastewater Treatment Plant

- Influent Flow Total 145.531 MG
- Average Daily Influent Flow 4.851 MGD
- Effluent Flow Total 124.948 MG
- Average Daily Effluent Flow 4.165 MGD
- Rainfall Total 10.08 inches
- Contractor continues to work on Headworks project and SBR project.

Water Distribution

- Completed 80 work orders
- Repaired 60 water leaks
- Replaced 8 water meters
- Completed 160 locates

Wastewater Collection

- Completed 36 work orders
- Responded to 27 backups
- Routine line cleaning
- Completed 160 locates

Maintenance

- Completed 28 work orders
- Completed 13 work orders on pump stations throughout City
- Completed 8 work orders for the WWTP
- Completed 0 work orders for the WTP

Stormwater

- Completed 6 work orders
- Completed 160 locates
- Routine line and ditch cleaning

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2183)**

Meeting: 11/17/16 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2183

October 2016 Water Utilities Report

OCTOBER 2016 WATER UTILITIES REPORT

Water Treatment Plant

- WTP Filtered Water Total 28.439 MG
- Average Daily Flow Finished Water 0.917 MGD
- King Well 6.586 MG
- Maryville Well 7.219 MG
- Contractor completed installation of new high service pumps. Pumps are now in operation.

Wastewater Treatment Plant

- Influent Flow Total 163.647 MG
- Average Daily Influent Flow 5.279 MGD
- Effluent Flow Total 137.249 MG
- Average Daily Effluent Flow 4.427 MGD
- Rainfall Total 11.48 inches
- Contractor continues to work on Headworks project and SBR project. We anticipate SBR #3 to be placed on line in later November/early December.

Water Distribution

- Completed 81 work orders
- Repaired 62 water leaks
- Replaced 0 water meters
- Completed 146 locates

Wastewater Collection

- Completed 54 work orders
- Responded to 52 backups
- Routine line cleaning
- Completed 146 locates

Maintenance

- Completed 18 work orders
- Completed 11 work orders on pump stations throughout City

- Completed 0 work orders for the WWTP
- Completed 0 work orders for the WTP

Stormwater

- Completed 14 work orders
- Completed 146 locates
- Routine line and ditch cleaning

Customer Surveys

- We received two customer satisfaction surveys this month. Our score was a 5 out of a possible 5.

Hurricane Matthew

- Hurricane Matthew made operations difficult in the Water Dept. With no power, we lost all sewer pump stations, Water Treatment Plant, and Wastewater Treatment Plant. We had backup generators at some pump stations and pumps at others. Personnel traveled around to all others with a pump to manually pump them down. The Water Treatment Plant has a backup generator that powers the plant and a diesel drive that operated the high service pump. We continued to operate the plant during the power outage. The Wastewater Treatment Plant operated the majority of the time by use of the Peak Shaving Generator. The storm did cause difficulty; however, staff was quick to respond and report. Employees in the Water Dept. that were not working on Operations were assisting with debris cleanup. We did realize some areas that we need to address in operations, and we plan to do so. Overall, I believe the City as a whole responded well to this situation.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2176)**

Meeting: 11/17/16 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 2176 B

October 2016 Engineering Report



**City of Georgetown
Engineering Monthly Report
October 2016**

Engineering - Orlando Arteaga, PE

Date: November 4, 2016

Capital Improvement Projects

1. Broad Street Streetscape

- Landscape Architect: Walsh Krowka Architects
- Contractor: Green Wave Contracting, Corp.
- Bid Price: \$183,250
- Bid date: 1/21/2016 (Actual)
- Start: 3/10/2016 (Actual)
- Status: Construction is 95 % complete. Street light poles and street name signs remain as incomplete.
- SCDOT completed concrete sidewalk and curb/gutter restoration from 6/7/2016 to 7/31/2016.
- Milling and paving work started on 9/6/2016 and completed on 9/27/2016.
- Scope of work will take place in two phases:
 - Before Paving: Horizontal Directional Boring, Light Pole Bases, Landscaping, Pervious Concrete Sidewalk-Completed
 - After Paving: Parking line stripping-Completed. Cross walks completed. Installation of light poles, and street name signs are Pending
- This project was delayed over six (6) months as SCDOT was supposed to pave Broad Street in March of 2016.

2. Ben Cooper Park Improvements-Parking Lot (Phase 2)

- Engineer: Stantec
- Contractor: Green Wave Contracting, Corp.
- Bid Price: \$69,340
- Construction Start: 8/4/2016 (Actual)
- Construction is about 100% complete. Minor punch list pending.
- Scope of Work: Seventeen (17) parking spaces and minor drainage improvements
- Status: Excavation, drainage work and base complete. Paving and parking stalls complete. Pending detention pond fine grading and hydrosseding and bollards.

Attachment: Engineering Monthly Report_October 2016 (2176 : October 2016 Engineering Report)



**City of Georgetown
Engineering Monthly Report
October 2016**

3. Ben Cooper Park- Landscaping and Bathhouse (Phase 3)

- Architect: Walsh Krowka Associates, Inc.
- Design Fee: \$22,350
- Contractor: N/A
- Design Start: 9/28/2016 (Actual)
- Construction Estimate \$200K
- Scope: new landscaping, sod, irrigation, perimeter fence, gazebo, light posts, sidewalks, bathhouse.
- Status: Design work ongoing.

4. Cherry Street Water

- Engineer: Stantec
- Design is 100% complete.
- Contractor: N/A
- Bid ad: 10/5/16
- Pre-bid meeting: 10/18/16
- Bid due: 11/2/16
- Engineer's estimate: \$457,800 (w/ 10% contingency) Note: Will require budget amendment
- Scope of Work: New 1,725 lineal feet of 6-in. PVC water main on Cherry Street and Wilkinson Street.

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

- Engineer: AECOM
- Design Start: 4/12/2016 (Actual)
- Design Completion: 9/23/2016 (Actual)
- Design drawings are 100% complete. SCDHEC permits issued. SCDOT and CSX permits still pending. Anticipate CSX permit issue date is 11/15/2016.
- Engineer's estimate prepared (90%): Phase I-\$1,520,295.46; Phase II: \$282,161.42
- Bid advertisement: 9/12/16
- Pre-bid meeting: 9/27/16
- Bid due: 10/17/16. Bids are over budget and project will need to be rebid.
- **New bid date: 12/5/16**



**City of Georgetown
Engineering Monthly Report
October 2016**

- Easement acquisition still pending. Six out of seven property owners have signed easements. Ms. Brown and Ms. White easements are recorded with the County. Mr. McKenzie easement is still pending.
- Scope of Work: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration
- Status: Only one bid received for Phase I and two bids received for Phase II. Both bids were over budget. Project will need to be rebid.

6. East Bay Park Development

- Engineer: Mead & Hunt, Inc.
- Design Fee: \$74,250
- Design start: 7/5/2016
- Design kickoff meeting on 7/20/2016
- Scope of Work: New trailer boat and vehicular parking and drainage improvements
- Status: Surveying for drainage and parking lots complete. Surveying for recreational trail complete. Geotechnical site exploration complete. Mead & Hunt has submitted topographic survey and geotechnical report. Presentation of preliminary drawings to City Council on September 22nd. Received feedback from SCDOT. Engineer is proceeding with design work. 60% completed set submitted for City's review on 11/3/16.

7. Georgetown Fire Station #2

- Design-Builder: Coastal Structures Corporation
- Architect: Tych & Walker Architects, LLP
- Scope: Maryville Fire Station Administration, Support Facilities and Site Development.
- Design-Build Agreement: 5/24/16
- Design-Build team presented to Council workshop on 8/25/2016 two schemes: a) 6,000 SF bldg. and 2) 8,000 SF bldg. Council approved estimate for \$2,000,000 for 8,000 SF building. Design update meeting held on Wednesday, 11/2/16.



**City of Georgetown
Engineering Monthly Report
October 2016**

- Status: Geotechnical report submitted. Design on going. Architect will complete sitework design within the next few weeks.

8. Harborwalk Fire Protection

- Bid ad date: 8/10/2016
- Bid date: 9/12/2016
- Contractor: Coastal Structures, Inc.
- Subcontractor: Grand Strand Fire Sprinkler.
- Bid Price: \$283,256
- Scope: Approximately 1,500 lineal feet of stand pipe with FD connections.
- Status: Notice of Award issued on 9/28/2016. Contract signed. Notice to Proceed is still pending. An engineer has been retained by the contractor to perform design work. This is a design-build project.

9. North Side Water Storage Tank

- Council to approved WK Dickson on 10/20/2016.
- Engineer: WK Dickson
- Design Fee: \$74,710
- Design Start: Pending approval of Task Order #3
- Topographic and utility survey completed for new easement.
- City Attorney has been tasked to prepare deed and easement documents.



**City of Georgetown
Engineering Monthly Report
October 2016**

Private Development Projects Reviewed:

None

SCDOT Road Encroachment Permits Prepared:

None

Meetings Attended

- WWT Plant Phase 2
- SCDOT Five Points Intersection
- AECOM Phase I and Phase II Drainage Improvements
- Staff



**City of Georgetown
Engineering Monthly Report
October 2016**

Engineering - Orlando Arteaga, PE

Date: November 9, 2016 Revised

Capital Improvement Projects

1. Broad Street Streetscape

- Landscape Architect: Walsh Krowka Architects
- Contractor: Green Wave Contracting, Corp.
- Bid Price: \$183,250
- Bid date: 1/21/2016
- Start: 3/10/2016
- Status: Construction is 95 % complete. Street light poles and street name signs remain as incomplete.
- SCDOT completed concrete sidewalk and curb/gutter restoration from 6/7/2016 to 7/31/2016.
- Milling and paving work started on 9/6/2016 and completed on 9/27/2016.
- Scope of work will take place in two phases:
 - Before Paving: Horizontal Directional Boring, Light Pole Bases, Landscaping, Pervious Concrete Sidewalk-Completed
 - After Paving: Parking line stripping-Completed. Cross walks completed. Installation of light poles by City's Electric Department is pending.
 - Installation of street name signs is pending (waiting for light poles).
- This project was delayed over six (6) months as SCDOT was supposed to pave Broad Street in March of 2016.

2. Ben Cooper Park Improvements-Parking Lot (Phase 2)

- Engineer: Stantec
- Contractor: Green Wave Contracting, Corp.
- Bid Price: \$69,340
- Construction Start: 8/4/2016
- Construction is 100% complete. Minor punch list is pending.
- Scope of Work: Seventeen (17) parking spaces and minor drainage improvements
- Status: Excavation, drainage work and base complete. Paving and parking stalls complete. Detention pond, fine grading, hydroseeding and bollards are complete.



**City of Georgetown
Engineering Monthly Report
October 2016**

3. Ben Cooper Park- Landscaping and Bathhouse (Phase 3)

- Architect: Walsh Krowka Associates, Inc.
- Design Fee: \$22,350
- Contractor: N/A
- Design Start: 9/28/2016
- Construction Estimate: \$200K
- Scope: New landscaping, sod, irrigation, perimeter fence, gazebo, light posts, sidewalks, and bathhouse.
- Status: Design work ongoing.

4. Cherry Street Water

- Engineer: Stantec
- Design is 100% complete.
- Contractor: N/A
- Bid ad: 10/5/16
- Pre-bid meeting: 10/18/16
- Bid due: 11/2/16
- Engineer's estimate: \$457,800 (w/ 10% contingency) Note: Will require budget amendment
- Scope of Work: New 1,725 lineal feet of 6-in. PVC water main on Cherry Street and Wilkinson Street.

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

- Engineer: AECOM
- Design Start: 4/12/2016
- Design Completion: 9/23/2016
- Design drawings are 100% complete. SCDHEC permits issued. SCDOT and CSX permits still pending. Anticipate CSX permit issue date is 11/15/2016.
- Engineer's estimate prepared (90%): Phase I-\$1,520,295.46; Phase II: \$282,161.42
- Bid advertisement: 9/12/16
- Pre-bid meeting: 9/27/16
- Bid due: 10/17/16. Bids are over budget and project will need to be rebid.
- **New bid date: 12/5/16**



**City of Georgetown
Engineering Monthly Report
October 2016**

- Easement acquisition still pending. Six out of seven property owners have signed easements. Ms. Brown and Ms. White easements are recorded with the County. Mr. McKenzie easement is still pending.
- Scope of Work: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration.
- Status: Only one bid received for Phase I and two bids received for Phase II. Both bids were over budget. Project will need to be rebid.

6. East Bay Park Development

- Engineer: Mead & Hunt, Inc.
- Design Fee: \$74,250
- Design start: 7/5/2016
- Design kickoff meeting on 7/20/2016
- Scope of Work: New trailer boat and vehicular parking and drainage improvements.
- Status: Surveying for drainage and parking lots is complete. Surveying for recreational trail complete. Geotechnical site exploration complete. Mead & Hunt has submitted topographic survey and geotechnical report. Presentation of preliminary drawings to City Council on September 22nd. Received feedback from SCDOT. Engineer is proceeding with design work. 60% completed set submitted for City's review on 11/3/16.

7. Georgetown Fire Station #2

- Design-Builder: Coastal Structures Corporation
- Architect: Tych & Walker Architects, LLP
- Scope: Maryville Fire Station Administration, Support Facilities and Site Development.
- Design-Build Agreement: 5/24/16
- Design-Build team presented to Council workshop on 8/25/2016 two schemes: a) 6,000 SF bldg. and 2) 8,000 SF bldg. Council approved estimate for \$2,000,000 for 8,000 SF building. Design update meeting held on Wednesday, 11/2/16.



**City of Georgetown
Engineering Monthly Report
October 2016**

- Status: Geotechnical report submitted. Design on going. Architect will complete sitework design within the next few weeks.

8. Harborwalk Fire Protection

- Bid ad date: 8/10/2016
- Bid date: 9/12/2016
- Contractor: Coastal Structures, Inc.
- Subcontractor: Grand Strand Fire Sprinkler.
- Bid Price: \$283,256
- Scope: Approximately 1,500 lineal feet of dry pipe with FD connections.
- Status: Notice of Award issued on 9/28/2016. Contract signed. Notice to Proceed is still pending. An engineer has been retained by the contractor to perform design work. This is a design-build project.

9. North Side Water Storage Tank

- Council approved WK Dickson as the engineer of record on 10/20/2016.
- Engineer: WK Dickson
- Design Fee: \$74,710
- Design Start: Pending approval of Task Order #3
- Topographic and utility survey completed for new easement.
- City Attorney has been tasked to prepare deed and easement documents.



**City of Georgetown
Engineering Monthly Report
October 2016**

Private Development Projects Reviewed:

None

SCDOT Road Encroachment Permits Prepared:

None

Meetings Attended

- WWT Plant Phase 2
- SCDOT Five Points Intersection
- AECOM Phase I and Phase II Drainage Improvements
- Staff

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2175)**

Meeting: 11/17/16 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Rick Martin

Initiator: Rick Martin

Sponsors:

DOC ID: 2175

October 2016 Housing & Community Development Report

**Housing & Community Development
Monthly Report
October 2016**

17.I.1

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	1
Stop Work	1
Re-Inspection	4
Footings	2
Rough Inspections	9
Electrical	67
Mobile Home	0
On-site	49
CO	1
CC	1
Plan Review & Sign	2
City Alarm System	0
Total	137

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 and the new Surgical Wing
- Los Aries has received their C/O and are open at the location
- We worked Friday, Saturday, Sunday, and Monday doing outside damage assessments
- We did our Storm Assessment on Sunday after the Hurricane and documented approximately 80 structures that received minor damage
- I also began doing the electrical survey with the Electric Dept. to assist with our needs to get the primary lines energized as well as inspecting residential service lines and answering customer onsite questions on what they needed to get their lines repaired
- After the floods we began monitoring and meeting with individuals that experience flooding.
- We currently have two single family homes permitted
- Janet is extremely busy with overgrown lots, helping with signage and ARB
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park. She is doing site visits on the main corridors and Front Street each Monday and Friday

Attachment: October 2016 Monthly Report (2175 : H&CD October 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, as well as the COG
- 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
- 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	10
Total Letters Issued for Neglect of Structures	0
Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/Electronic Devices	1
Total Letter Issued for Vision Clearance	0
Total Work Orders Sent to Streets and Sanitation	0
Total Letters Sent for Dilapidated Structures	0
Total Letters sent for Sign Violations	0
Total Referrals for Water and Sewer	0
Total Citations Issued for Overgrown Lots	0
Total Citations Issued for Trash Violations	0
Total Citations Issued for Business Licenses	3
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0

Total Demolitions

Total Dilapidated Structures Removed	0
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Permits

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

Complaints

Total Complaints	10
Total referrals to Electric-Tree Crew	2

Board & Commissions:

ARB:

1. Property owners request approvals for alterations at 919 Front Street.
2. Property owner request approvals for an addition of an elevator at 727-729 Front Street
3. Property owners request approvals for an addition at 626 Front Street

ARB (On-Site):

None

BZA:

None

Planning Commission:

None

CAB (Community Appearance Board):

None

CBA (Construction Board of Appeals):

None

TRC:

None

FOIA:

None

Permit Valuation Report:

Commercial Addition	0
Commercial Alteration	3
Commercial Electric	2
Commercial Gas	0
Commercial Mechanical	2
Commercial New Build	0
Commercial Plumbing	1
Commercial Roofing	1
Demolition	0
Mobile Home	0
Residential Addition	0
Residential Alteration	8
Residential Electrical	20
Residential Gas	1
Residential Mechanical	0
Residential New Build	1
Residential Plumbing	1
Residential Roofing	2

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 ARB Board meeting

Community Planner/GIS Technician

- **Sign Permits:** Citi Trends, Georgetown Car Wash, Moe's BBQ, Optimum Defense Services, & Parson's Auto.
- **Temporary Sign Permits:** Knights of Columbus, 1st Baptist Church Start Up Basketball, multiple political signs, Georgetown Waterfowl Assoc., & Wooden Boat Show.
- Worked with Daniella in training her on how to add bid postings to the City website and download documents.
- Continue to post news items, calendar events, and updates to the City website.
- Helped Public Works and Fire Dept fill and load sand bags for citizens in preparation for Hurricane Matthew. City off one and half days for Hurricane Matthew.
- Helped log, fill out, and digitally file hundred or so of the Damage Assessment forms for FEMA.
- Worked on revisions to the Bailey Bill to try and mirror Georgetown County.
- Printed large maps of entire electric grid for Allan and citywide maps for Tim in Public Works. These helped their departments on locates and damage areas during and after hurricane Matthew.
- Submitted the Repetitive Loss properties reports to NFIP which is an annual update requirement for the CRS program.
- Drafted a zoning letter for 321 East Bay Street because they are running a short-term vacation rental which is a business in a residential district. I also went to a one day seminar in Charleston on this subject, then wrote a first draft ordinance for this Short-Term Vacation Rentals.
- Continue to work with WRCOG on the 2016 Comprehensive Plan update. Reviewing the next three elements right now which we got last week. Organizing a sub-committee meeting for this on Tuesday, November 29th.
- Put together BZA packets and information for next month's meeting. It is about the Winyah Fishing Village, which dates back to 2010 & setbacks for Drayton at 316 Liberty Street.
- No BZA or PC in the month of October.
- Answer phones, emails, and walk-ins providing flooding and zoning information with excellent customer service.

Keep Georgetown Beautiful

Assessed Hurricane Matthew damage throughout city

Prepared damage reports from hurricane

Followed up with several citizens concerning damage

Assisted where needed concerning pre and post hurricane issues

Awarded Tree grant from Palmetto Pride. Picked 28 trees up from Columbia-22 crepe myrtles and 6 oak

Attended ARB Guidelines meeting

Researched information for Palmetto Pride grant

Wrote grant for Keep Georgetown Beautiful to receive funds from Palmetto Pride

Implemented projects from previous grant to be done by end of grant period

Purchased mums for fall planting

Assisted with various duties involving the preparation of Front Street for the Wooden Boat Show

Administered tour guide test and graded it

Issued several bus permits

Supplied dog dispensers with doggie bags

Sent commercial code enforcement Letters and other code violation letters

Performed various other duties related to KGB and Housing & Community Development

FRIENDS OF THE KAMINSKI HOUSE REPORT – October 2016



The big event for October was Hurricane Matthew. The museum was closed for 7 days both in preparation for the storm and in clean up after it. The museum lost several trees, the most significant one being a large laurel oak tree on the front lawn of the museum. Thankfully the tree fell away from the house and the damage to the property was minimal. Another tree fell onto the back side of the house and destroyed part of

the gutter. The hurricane also impacted our visitor numbers for the month, and we were down slightly from last year. Visitors came from 22 states and 3 foreign countries.



On October 29th we hosted our first Family Fun & Literacy Day. Funded by a grant from International Paper Company, the museum partnered with Freedom Readers, the Georgetown County Library, Healthy Learners, and Miss Ruby's Kids, for a fun-filled afternoon.



On October 30th the museum hosted the Jazz Under the Oaks concert with The Denny Hess Trio and Kevin Jayroe entertaining on the lawn of the Museum. The concert, originally scheduled for October 9th had to be rescheduled due to the hurricane.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2179)**

Meeting: 11/17/16 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 2179

October 2016 Court Report

Municipal Court Report October 2016

17.J.1

Cases Disposed

Disposition	# of Cases Disposed	Fine Amounts
Paid	25	\$ 4,260.50
Served Time	34	\$ 52,317.50
Scheduled Time Payment	26	\$ 15,523.55
NRVC	7	\$ 1,031.00
Bench Warrant	5	\$ 2,347.50
Parking Tickets Paid	10	\$ 165.00
Nolle Prosequi	21	\$ -
Transferred to General Sessions Court	42	\$ -
Total	170	\$ 75,645.05

Bond hearings held	22
Warrants Prepared	74
Bench Warrants Issued	38
Payments posted	125
Tickets entered	163
Expungements processed	63
Cases Filed & scheduled for court	214
Tickets transmitted to DMV	54
Juror notices prepared	0

Attachment: Municipal court report (2179 : October 2016 Monthly Court Report)

Municipal Court Report October 2016

17.J.1

Criminal and traffic court for October 6th and 13th was cancelled due to preparations and effects of Hurricane Matthew. All cases were rescheduled to court dates in November and December.

Jury trials had been scheduled for the week of October 10 - 14th. They were also cancelled due to Hurricane Matthew. The term was rescheduled to the week of November 14th - 18th.

Attachment: Municipal court report (2179 : October 2016 Monthly Court Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2190)**

Meeting: 11/17/16 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 2190

October 2016 Finance & IT Departments Report

October 2016 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Banks Mobile Car Wash & Pressure Washing, Maritime Diesel Solutions.

Projects Progress:

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

Year End Audit: Our Auditors are currently on site completing the field work and financial statements, which should be completed before the Thanksgiving holiday. A full report will be presented to Council at the December or January meeting.

FEMA – Request for Public Assistance: We have begun the process of documenting and cataloging the cost incurred and estimates of future cost associated with the Hurricane Matthew storm event. The preliminary cost are estimated at over \$550,000. The City's FEMA Kickoff informational meeting was Thursday, November 10th.

Set Off Debt: We submitted a total of 480 customers with outstanding utility bills and police fines for over \$250,000 to the State for Income Tax Withholdings in 2017. In 2016, we received over \$15,000 in set off debt revenues.

Upcoming Request for Bids/Proposals/Qualifications:

- Drainage Project (Phase I & Phase II) – Will Rebid – Date: TBA.
- Fire Station II – Preliminary Cost approved by City Council –Receive Final Cost & Drawings.
- Historic Guidelines Project – Bid Due: November 14, 2016. We received a 50% grant up to \$27,500 for this project.

Attached are the Budget Performance Reports for October 2016.

CITY OF GEORGETOWN
FY 2016/2017 GRANTS
October 31, 2016

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	US Department of Agriculture	Rural Business Enterprise Grant	44,000.00	-	31,671.00	12,329.00	00-01	
2	Bureau of Justice Assistance	Bullet Proof Vest Grant 2015 Regular Solicitation	1,896.68	-	-	1,896.68	-	
3	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	698,262.00	70,348.75	1,627,913.25	CDBG #4-CI-15-012	
4	SC Department of Archives & History	FY 2016 Federal Historic Preservation Grant: COG Design Guidelines	27,500.00	27,500.00	-	55,000.00	-	
<u>STATE GRANTS</u>								
5	SC Rural Infrastructure Authority	N. Congdon St & CSX Drainage Ditch Improvement Project	159,365.00	133,720.00	30,230.00	262,855.00	#R-16-1094	
6	SC Department of Public Safety	Body Warn Cameras	20,090.00	-	-	20,090.00	-	
<u>OTHER GRANTS</u>								
7	International Paper Company	Outdoor Classroom at Morgan Park	15,000.00	-	15,000.00	-	-	Closed
8	Palmetto Pride	Keep South Carolina Beautiful 2016	8,000.00	-	5,406.88	2,593.12	-	
TOTAL			1,275,851.68	859,482.00	152,656.63	1,982,677.05		

CITY OF GEORGETOWN
 SALE OF ASSETS - FY 2016/2017
 Account #0010-00-391-001

G/L Date	Gov Deal #	Asset #	Dept	Description	Amount	Sales Tax	Total Proceeds	GovDeals Fee
-		-		No Activity	-	-	-	-
				Total July	-	-	-	-
-	484	626	Police	2001 Ford Crown Victoria	-			
-	485	616	Police	2002 Dodge Durango	-			
-	486	629	Police	2002 Ford Crown Victoria	-			
-	487	623	Police	1998 Ford Crown Victoria	-			
-	488	632	Police	2003 Dodge Durango	-			
-	490	1212	Public Works	1997 Ford Ranger	-			
				Total August	-	-	-	-
09/21/16	489	1208	Public Works	2000 Ford F150	521.00	36.47	557.47	39.07
09/12/16	491	1235	Public Works	2009 John Deere Mower	1,151.99	80.64	1,232.63	86.40
09/14/16	492	1215	Public Works	2008 Ford F750	1,675.00	117.25	1,792.25	125.62
09/23/16	493	12126	Waste Management	2008 Crain Carrier	2,642.00	184.94	2,826.94	198.15
09/23/16	494	12179	Waste Management	2009 Crain Carrier	2,802.77	196.19	2,998.96	210.21
09/14/16	495	1407	H & C	2002 Ford Explorer	975.00	68.25	1,043.25	73.12
				Total September	9,767.76	683.74	10,451.50	732.57
-		-		No Activity				
				Total October	-	-	-	-
				Total November	-	-	-	-
				Total December	-	-	-	-
				Total January	-	-	-	-
				Total February	-	-	-	-
				Total March	-	-	-	-
				Total April	-	-	-	-
				Total May	-	-	-	-
				Total June	-	-	-	-
				TOTAL PER G/L	9,767.76	683.74	10,451.50	732.57

[illegible]



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 0010 - General Fund								
REVENUE								
Department 00 - Revenue								
Property Taxes								
311.001	Property Taxes - Real	2,975,000.00	57,600.32	.00	70,012.30	2,904,987.70	2	3,011,900.07
311.003	Property Taxes - Vehicles	260,000.00	23,871.15	.00	88,388.97	171,611.03	34	285,882.62
311.005	Prop Tax-Penalties & Cost	31,000.00	.00	.00	.00	31,000.00	0	39,263.69
Property Taxes Totals		\$3,266,000.00	\$81,471.47	\$0.00	\$158,401.27	\$3,107,598.73	5%	\$3,337,046.38
State Shared								
311.004	Inventory Tax	132,978.00	33,244.53	.00	33,244.53	99,733.47	25	132,978.12
311.006	Homestead Exemption Tax	125,000.00	.00	.00	.00	125,000.00	0	125,610.84
311.007	Manufacturer's Tax Reduce	14,500.00	.00	.00	.00	14,500.00	0	26,931.87
311.008	Motor Carrier Lieu of Tax	6,000.00	4,064.97	.00	5,148.12	851.88	86	9,156.56
335.001	Local Government Fund	185,000.00	59,271.37	.00	59,271.37	125,728.63	32	154,060.88
351.007	Sunday Liquor Sales	15,000.00	.00	.00	.00	15,000.00	0	10,450.00
State Shared Totals		\$478,478.00	\$96,580.87	\$0.00	\$97,664.02	\$380,813.98	20%	\$459,188.27
Licenses and Permits								
321.001	Business Licenses	2,509,000.00	14,041.21	.00	90,553.00	2,418,447.00	4	2,656,916.82
321.002	Business Lic - Penalties	13,000.00	1,501.37	.00	5,171.44	7,828.56	40	13,102.00
322.001	Cable TV Franchise	52,000.00	14,146.74	.00	14,146.74	37,853.26	27	80,929.13
322.002	S.C. Electric & Gas Co.	42,000.00	.00	.00	.00	42,000.00	0	44,094.25
323.001	Electrical Permits	3,500.00	2,661.00	.00	3,627.00	(127.00)	104	3,763.00
323.002	Plumbing Permits	500.00	94.00	.00	304.00	196.00	61	665.00
323.003	Gas Permits	600.00	30.00	.00	150.00	450.00	25	642.00
323.004	Building Permits	67,000.00	9,736.00	.00	110,582.55	(43,582.55)	165	63,297.00
323.005	Yard Sale Permits	100.00	3.00	.00	30.00	70.00	30	75.00
323.006	Mobile Home Permits	100.00	.00	.00	75.00	25.00	75	225.00
323.007	Demolition & Clearance	1,500.00	.00	.00	35,584.00	(34,084.00)	2372	1,675.00
323.008	Mechanical Permits	6,000.00	1,084.00	.00	3,379.00	2,621.00	56	7,318.00
323.010	Bus Lic Inspection Fee	1,000.00	25.00	.00	500.00	500.00	50	1,250.00
323.014	Construct Parking Permit	50.00	.00	.00	.00	50.00	0	50.00
323.015	Reinspection Fee	500.00	.00	.00	.00	500.00	0	300.00
323.019	Stop Work Order Fee	300.00	.00	.00	.00	300.00	0	504.00
323.020	Board of Appeals Fee	500.00	150.00	.00	300.00	200.00	60	600.00
323.021	Zoning Fees	1,000.00	150.00	.00	600.00	400.00	60	1,100.00
323.022	Plan Review Fee	13,000.00	3,473.50	.00	50,381.50	(37,381.50)	388	11,302.50



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
323.023	Sign Permit Fee	4,500.00	54.00	.00	1,664.00	2,836.00	37	5,839.00
323.024	Planning Commission Fees	200.00	.00	.00	.00	200.00	0	150.00
323.025	ARB Fees	900.00	.00	.00	240.00	660.00	27	1,050.00
323.026	Plat Approval Fees	300.00	40.00	.00	200.00	100.00	67	240.00
323.027	Special Events Permit	500.00	.00	.00	150.00	350.00	30	511.00
323.028	Miscellaneous permits	500.00	.00	.00	.00	500.00	0	525.00
364.000	Housing Authority FILOT	36,000.00	.00	.00	.00	36,000.00	0	38,336.50
	Licenses and Permits Totals	\$2,754,550.00	\$47,189.82	\$0.00	\$317,638.23	\$2,436,911.77	12%	\$2,934,460.20
	Impact Fees							
324.008	Fire Impact Fee	50,000.00	80.00	.00	185,837.84	(135,837.84)	372	44,761.06
	Impact Fees Totals	\$50,000.00	\$80.00	\$0.00	\$185,837.84	(\$135,837.84)	372%	\$44,761.06
	Local Grants							
332.008	Other Local Grants	7,000.00	.00	.00	.00	7,000.00	0	9,614.33
	Local Grants Totals	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%	\$9,614.33
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	.00	.00	+++	(22,735.61)
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(22,735.61)
	Charges for Services							
344.005	SRO Reimbursement	65,000.00	.00	.00	.00	65,000.00	0	69,419.00
351.010	Misc Police Revenue	1,500.00	93.00	.00	1,429.25	70.75	95	2,382.50
363.001	Fees for GIS/B&P Documents	.00	.00	.00	.00	.00	+++	10.00
363.005	FOIA Fees	750.00	.00	.00	40.00	710.00	5	476.00
	Charges for Services Totals	\$67,250.00	\$93.00	\$0.00	\$1,469.25	\$65,780.75	2%	\$72,287.50
	Fines and Forfeitures							
351.001	Police Fines	170,000.00	13,871.68	.00	31,989.15	138,010.85	19	166,052.48
351.003	Parking Fines	4,000.00	115.00	.00	115.00	3,885.00	3	2,985.00
351.005	Safe Street Fees	150.00	.00	.00	.00	150.00	0	.00
351.008	Victim's Asst. Fees-(%)	15,000.00	713.54	.00	5,038.83	9,961.17	34	17,623.88
351.009	Victim's Asst. Flat Fees	7,000.00	378.41	.00	2,440.65	4,559.35	35	6,772.52
351.012	Traffic Education Program Fees	1,100.00	.00	.00	280.00	820.00	25	1,260.00
	Fines and Forfeitures Totals	\$197,250.00	\$15,078.63	\$0.00	\$39,863.63	\$157,386.37	20%	\$194,693.88
	Investment Earnings							
361.001	Investment Earnings	16,000.00	5,650.90	.00	14,700.47	1,299.53	92	14,952.17
361.002	Invest Earnings-Restrict	.00	.00	.00	.00	.00	+++	(50,000.00)
	Investment Earnings Totals	\$16,000.00	\$5,650.90	\$0.00	\$14,700.47	\$1,299.53	92%	(\$35,047.83)
	Miscellaneous							



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
362.000	Rents and Royalties	26,000.00	2,182.25	.00	2,182.25	23,817.75	8	26,083.15
364.001	Steel Mill FILOT	.00	.00	.00	.00	.00	+++	26,754.33
368.000	Work Comp Reimbursement	2,000.00	.00	.00	.00	2,000.00	0	1,964.76
369.000	Cash Over & Short	50.00	(15.46)	.00	(16.52)	66.52	-33	18.95
369.002	Miscellaneous Revenue	3,000.00	45.00	.00	5,004.10	(2,004.10)	167	2,881.65
369.003	Insurance Proceeds	35,000.00	319.39	.00	86.68	34,913.32	0	45,031.12
369.005	Set-off Debt Collection Fees	1,500.00	.00	.00	.00	1,500.00	0	2,632.17
369.013	Returned Check Fees	5,000.00	390.00	.00	1,860.00	3,140.00	37	4,200.00
	Miscellaneous Totals	\$72,550.00	\$2,921.18	\$0.00	\$9,116.51	\$63,433.49	13%	\$109,566.13
	Sale of Assets							
391.001	Sale of Assets	5,000.00	(732.57)	.00	9,035.19	(4,035.19)	181	809.61
	Sale of Assets Totals	\$5,000.00	(\$732.57)	\$0.00	\$9,035.19	(\$4,035.19)	181%	\$809.61
	Operating Transfers In							
392.001	From Electric Fund	1,400,000.00	.00	.00	.00	1,400,000.00	0	1,399,999.56
392.003	From Accom Tax Fund	29,000.00	.00	.00	25,669.49	3,330.51	89	29,874.56
392.009	From Hospitality Fund	108,000.00	.00	.00	.00	108,000.00	0	108,000.00
	Operating Transfers In Totals	\$1,537,000.00	\$0.00	\$0.00	\$25,669.49	\$1,511,330.51	2%	\$1,537,874.12
	Department 00 - Revenue Totals	\$8,451,078.00	\$248,333.30	\$0.00	\$859,395.90	\$7,591,682.10	10%	\$8,642,518.04
	REVENUE TOTALS	\$8,451,078.00	\$248,333.30	\$0.00	\$859,395.90	\$7,591,682.10	10%	\$8,642,518.04
	EXPENSE							
	Department 01 - Administration							
	Personal Services							
400.101	Regular Pay	327,493.00	34,069.12	.00	152,624.91	174,868.09	47	325,080.93
401.103	Overtime	6,000.00	1,672.98	.00	2,479.88	3,520.12	41	6,107.32
405.114	FICA	24,333.00	2,595.74	.00	11,434.66	12,898.34	47	24,181.31
406.116	Retirement	37,189.00	4,294.95	.00	16,699.85	20,489.15	45	35,953.59
408.125	SCMIT Worker's Comp Ins.	3,000.00	.00	.00	2,057.25	942.75	69	2,426.44
410.001	Health Claims Cost	36,228.00	2,047.34	.00	8,733.82	27,494.18	24	32,375.36
410.002	Health Claim Costs-Retire	230.00	.00	.00	.00	230.00	0	.00
	Personal Services Totals	\$434,473.00	\$44,680.13	\$0.00	\$194,030.37	\$240,442.63	45%	\$426,124.95
	Supplies							
500.101	Supplies and Materials	4,500.00	94.56	.00	1,390.07	3,109.93	31	5,105.79
500.102	Equipment	2,000.00	.00	.00	237.12	1,762.88	12	237.56
500.103	Furniture	8,500.00	.00	.00	.00	8,500.00	0	1,119.76
	Supplies Totals	\$15,000.00	\$94.56	\$0.00	\$1,627.19	\$13,372.81	11%	\$6,463.11
	Other Services & Charges							



Budget Performance Report

Fiscal Year to Date 10/31/16

17.K.4

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
610.111	Communications- Landline	5,000.00	477.53	.00	2,021.32	2,978.68	40	5,114.84
610.112	Postage	500.00	111.65	.00	330.08	169.92	66	624.42
610.1110	Communications- Wireless	3,800.00	275.76	.00	662.61	3,137.39	17	2,853.22
620.114	Advertising	300.00	26.00	.00	26.00	274.00	9	399.75
640.124	Travel Expense	5,750.00	.00	.00	445.98	5,304.02	8	4,541.77
650.127	Electricity	6,184.00	.00	.00	1,541.21	4,642.79	25	6,524.28
650.128	Water	1,125.00	.00	.00	297.40	827.60	26	1,095.09
650.129	Wastewater	1,480.00	.00	.00	391.51	1,088.49	26	1,443.53
650.130	Sanitation	562.00	.00	.00	155.97	406.03	28	623.88
650.133	Stormwater	373.00	.00	.00	103.47	269.53	28	413.88
650.134	Security Lights	1,703.00	.00	.00	472.50	1,230.50	28	1,890.00
650.1271	Electricity- Sales Tax	291.00	.00	.00	91.49	199.51	31	298.82
660.139	Fleet Services Materials	800.00	.00	.00	99.61	700.39	12	737.38
660.145	Gasoline & Oil	1,300.00	245.64	.00	316.86	983.14	24	796.06
660.1391	Fleet Services Labor	300.00	.00	.00	13.75	286.25	5	206.25
670.156	Equipment Rental/Lease	7,000.00	564.16	.00	2,210.30	4,789.70	32	6,623.63
685.180	Membership Dues and Fees	2,500.00	160.00	.00	845.00	1,655.00	34	1,510.00
685.182	Other Operating Expenses	1,800.00	205.00	.00	205.00	1,595.00	11	1,679.88
685.186	Training	1,750.00	.00	.00	.00	1,750.00	0	1,011.17
685.1801	Subscriptions	300.00	.00	.00	25.55	274.45	9	39.00
686.187	Professional Services	100.00	.00	.00	.00	100.00	0	46.57
686.189	Employee Medical	200.00	.00	.00	.00	200.00	0	125.00
686.195	Repair/Maint Svc Contract	1,000.00	.00	.00	42.00	958.00	4	651.38
686.1895	Employee wellness services	1,250.00	105.81	.00	274.64	975.36	22	1,462.20
Other Services & Charges Totals		\$45,368.00	\$2,171.55	\$0.00	\$10,572.25	\$34,795.75	23%	\$40,712.00
Other Objects								
795.001	IT Internal Allocations	15,000.00	1,469.91	.00	5,118.24	9,881.76	34	26,819.32
795.995	GF Cost Distribution	(215,000.00)	.00	.00	.00	(215,000.00)	0	(215,000.04)
Other Objects Totals		(\$200,000.00)	\$1,469.91	\$0.00	\$5,118.24	(\$205,118.24)	-3%	(\$188,180.72)
Sub Department 02 - Mayor and Council								
Personal Services								
400.101	Regular Pay	100,000.00	8,745.64	.00	36,229.39	63,770.61	36	112,879.53
405.114	FICA	7,299.00	574.26	.00	2,323.51	4,975.49	32	7,286.06
406.116	Retirement	10,688.00	887.32	.00	3,633.71	7,054.29	34	10,309.50
410.001	Health Claims Cost	41,965.00	3,367.52	.00	14,176.40	27,788.60	34	39,931.31
Personal Services Totals		\$159,952.00	\$13,574.74	\$0.00	\$56,363.01	\$103,588.99	35%	\$170,406.40

Attachment: Budget Performance Report - October 2016 (2190 : October 2016 Finance & IT Departments



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Supplies							
500.101	Supplies and Materials	1,000.00	.00	.00	550.56	449.44	55	1,388.75
500.102	Equipment	6,500.00	.00	.00	.00	6,500.00	0	.00
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	.00
	Supplies Totals	\$8,000.00	\$0.00	\$0.00	\$550.56	\$7,449.44	7%	\$1,388.75
	Other Services & Charges							
610.111	Communications- Landline	800.00	47.64	.00	190.90	609.10	24	783.07
610.112	Postage	100.00	12.55	.00	43.41	56.59	43	24.68
610.1110	Communications- Wireless	3,500.00	285.86	.00	817.58	2,682.42	23	4,199.27
620.114	Advertising	500.00	78.00	.00	117.00	383.00	23	484.25
640.124	Travel Expense	14,500.00	.00	.00	2,699.50	11,800.50	19	4,179.99
670.156	Equipment Rental/Lease	11,000.00	.00	8,100.00	1,620.00	1,280.00	88	9,720.00
685.180	Membership Dues and Fees	1,200.00	.00	.00	.00	1,200.00	0	.00
685.182	Other Operating Expenses	1,400.00	.00	.00	229.38	1,170.62	16	1,776.39
685.186	Training	3,100.00	.00	.00	.00	3,100.00	0	585.82
685.1801	Subscriptions	1,500.00	1,000.00	.00	1,000.00	500.00	67	1,347.20
686.187	Professional Services	150.00	.00	.00	.00	150.00	0	1,336.74
686.1895	Employee wellness services	2,700.00	.00	.00	.00	2,700.00	0	46.87
	Other Services & Charges Totals	\$40,450.00	\$1,424.05	\$8,100.00	\$6,717.77	\$25,632.23	37%	\$24,484.28
	Other Objects							
795.001	IT Internal Allocations	4,000.00	293.98	.00	1,023.64	2,976.36	26	9,321.63
	Other Objects Totals	\$4,000.00	\$293.98	\$0.00	\$1,023.64	\$2,976.36	26%	\$9,321.63
	Sub Department 02 - Mayor and Council Totals	\$212,402.00	\$15,292.77	\$8,100.00	\$64,654.98	\$139,647.02	34%	\$205,601.06
	Department 01 - Administration Totals	\$507,243.00	\$63,708.92	\$8,100.00	\$276,003.03	\$223,139.97	56%	\$490,720.40
	Department 04 - Finance							
	Personal Services							
400.101	Regular Pay	447,748.00	35,232.59	.00	143,424.91	304,323.09	32	440,657.44
401.103	Overtime	3,000.00	246.09	.00	536.11	2,463.89	18	2,585.73
401.106	Contract Labor	.00	.00	.00	.00	.00	+++	4,455.00
405.114	FICA	32,516.00	2,562.92	.00	10,396.63	22,119.37	32	32,182.17
406.116	Retirement	50,954.00	4,136.59	.00	16,717.97	34,236.03	33	48,134.50
408.125	SCMIT Worker's Comp Ins.	2,000.00	.00	.00	1,127.83	872.17	56	1,330.23
410.001	Health Claims Cost	52,395.00	4,113.44	.00	14,899.46	37,495.54	28	46,857.00
410.002	Health Claim Costs-Retire	5,000.00	.00	.00	.00	5,000.00	0	982.28
	Personal Services Totals	\$593,613.00	\$46,291.63	\$0.00	\$187,102.91	\$406,510.09	32%	\$577,184.35
	Supplies							



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
500.101	Supplies and Materials	8,000.00	162.81	.00	1,951.96	6,048.04	24	8,250.77
500.102	Equipment	1,500.00	.00	.00	160.50	1,339.50	11	.00
500.103	Furniture	100.00	.00	.00	.00	100.00	0	524.84
500.105	Printing and Binding	250.00	.00	.00	.00	250.00	0	.00
	Supplies Totals	\$9,850.00	\$162.81	\$0.00	\$2,112.46	\$7,737.54	21%	\$8,775.61
	Other Services & Charges							
610.111	Communications- Landline	3,500.00	262.16	.00	1,077.45	2,422.55	31	2,938.65
610.112	Postage	4,300.00	625.69	.00	1,631.10	2,668.90	38	4,287.96
610.1110	Communications- Wireless	2,500.00	148.08	.00	444.48	2,055.52	18	1,897.91
620.114	Advertising	500.00	.00	.00	.00	500.00	0	801.60
640.124	Travel Expense	2,500.00	441.47	.00	1,093.59	1,406.41	44	2,215.98
650.127	Electricity	5,301.00	.00	.00	1,321.04	3,979.96	25	5,592.22
650.128	Water	964.00	.00	.00	254.91	709.09	26	938.64
650.129	Wastewater	1,268.00	.00	.00	335.57	932.43	26	1,237.30
650.130	Sanitation	482.00	.00	.00	133.68	348.32	28	534.72
650.133	Stormwater	320.00	.00	.00	88.71	231.29	28	354.84
650.134	Security Lights	1,460.00	.00	.00	405.00	1,055.00	28	1,620.00
650.1271	Electricity- Sales Tax	249.00	.00	.00	78.42	170.58	31	256.10
670.156	Equipment Rental/Lease	7,000.00	628.33	.00	2,302.97	4,697.03	33	7,612.75
685.180	Membership Dues and Fees	1,000.00	.00	.00	325.00	675.00	32	789.00
685.182	Other Operating Expenses	41,500.00	1,478.62	.00	8,876.10	32,623.90	21	39,735.07
685.184	Continuing Education	2,000.00	.00	.00	695.00	1,305.00	35	1,451.40
685.186	Training	1,500.00	150.00	.00	797.00	703.00	53	617.79
685.1801	Subscriptions	500.00	.00	.00	150.00	350.00	30	318.00
686.187	Professional Services	600.00	.00	.00	.00	600.00	0	23.28
686.189	Employee Medical	200.00	45.00	.00	45.00	155.00	22	.00
686.195	Repair/Maint Svc Contract	3,000.00	77.25	.00	645.02	2,354.98	22	4,004.25
686.1895	Employee wellness services	2,500.00	58.01	.00	150.57	2,349.43	6	923.65
	Other Services & Charges Totals	\$83,144.00	\$3,914.61	\$0.00	\$20,850.61	\$62,293.39	25%	\$78,151.11
	Other Objects							
795.001	IT Internal Allocations	21,000.00	1,763.89	.00	6,141.88	14,858.12	29	31,054.33
795.995	GF Cost Distribution	(412,530.00)	.00	.00	.00	(412,530.00)	0	(412,529.76)
	Other Objects Totals	(\$391,530.00)	\$1,763.89	\$0.00	\$6,141.88	(\$397,671.88)	-2%	(\$381,475.43)
	Department 04 - Finance Totals	\$295,077.00	\$52,132.94	\$0.00	\$216,207.86	\$78,869.14	73%	\$282,635.64
	Department 05 - Police							
	Sub Department 05 - Police Staff Services							



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Personal Services							
400.101	Regular Pay	1,497,300.00	128,635.02	.00	533,629.97	963,670.03	36	1,486,866.67
401.103	Overtime	85,100.00	57,345.83	.00	80,791.21	4,308.79	95	82,701.08
401.105	On-call pay	.00	400.00	.00	1,400.00	(1,400.00)	+++	.00
405.114	FICA	112,304.00	11,658.72	.00	42,864.84	69,439.16	38	112,845.73
406.116	Retirement	215,041.00	22,696.57	.00	83,706.70	131,334.30	39	207,162.58
408.125	SCMIT Worker's Comp Ins.	50,000.00	44.55	.00	29,163.87	20,836.13	58	49,218.84
410.001	Health Claims Cost	193,229.00	15,269.80	.00	58,819.54	134,409.46	30	178,159.38
410.002	Health Claim Costs-Retire	45,085.00	6,244.96	.00	15,612.40	29,472.60	35	.00
	Personal Services Totals	\$2,198,059.00	\$242,295.45	\$0.00	\$845,988.53	\$1,352,070.47	38%	\$2,116,954.28
	Supplies							
500.101	Supplies and Materials	29,000.00	944.13	.00	3,041.56	25,958.44	10	30,346.79
500.102	Equipment	28,210.00	.00	.00	6,580.50	21,629.50	23	20,578.05
500.103	Furniture	2,000.00	.00	.00	269.83	1,730.17	13	1,845.11
501.101	Uniforms and Clothing	31,982.00	77.03	.00	2,399.53	29,582.47	8	21,888.30
	Supplies Totals	\$91,192.00	\$1,021.16	\$0.00	\$12,291.42	\$78,900.58	13%	\$74,658.25
	Other Services & Charges							
610.111	Communications- Landline	7,500.00	554.03	.00	2,361.02	5,138.98	31	6,498.66
610.112	Postage	2,000.00	96.66	.00	96.66	1,903.34	5	690.93
610.1110	Communications- Wireless	47,000.00	4,075.45	16,835.29	15,533.34	14,631.37	69	47,005.77
620.114	Advertising	1,500.00	190.00	.00	632.30	867.70	42	491.90
640.124	Travel Expense	10,775.00	80.00	.00	1,040.74	9,734.26	10	7,129.48
650.127	Electricity	22,531.00	.00	.00	8,945.00	13,586.00	40	24,573.67
650.128	Water	3,056.00	.00	.00	1,370.93	1,685.07	45	3,615.99
650.129	Wastewater	1,814.00	.00	.00	605.12	1,208.88	33	1,922.85
650.130	Sanitation	1,973.00	.00	.00	547.38	1,425.62	28	2,189.52
650.133	Stormwater	1,190.00	.00	.00	330.00	860.00	28	1,320.00
650.134	Security Lights	3,351.00	.00	.00	929.67	2,421.33	28	3,718.68
650.1271	Electricity- Sales Tax	1,040.00	.00	.00	409.55	630.45	39	1,087.09
660.133	Repairs & Maint. Services	30,350.00	1,330.18	.00	3,234.79	27,115.21	11	21,289.04
660.139	Fleet Services Materials	33,000.00	.00	.00	7,035.92	25,964.08	21	28,231.77
660.145	Gasoline & Oil	50,000.00	12,703.03	.00	16,230.76	33,769.24	32	54,061.60
660.1391	Fleet Services Labor	39,000.00	3,755.80	.00	10,685.16	28,314.84	27	43,108.47
670.156	Equipment Rental/Lease	7,200.00	536.19	.00	1,746.90	5,453.10	24	4,541.81
682.1721	Prisoner Housing	183,000.00	12,825.00	10,000.00	40,130.28	132,869.72	27	172,593.10
685.180	Membership Dues and Fees	1,225.00	.00	.00	510.00	715.00	42	835.00



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.182	Other Operating Expenses	13,450.00	139.00	.00	1,717.33	11,732.67	13	14,816.81
685.184	Continuing Education	.00	.00	.00	.00	.00	+++	4,836.71
685.186	Training	11,000.00	.00	1,998.00	.00	9,002.00	18	12,831.99
685.187	Special Projects	4,000.00	.00	.00	.00	4,000.00	0	241.77
685.189	Reserve Program	3,500.00	.00	.00	.00	3,500.00	0	1,134.43
685.1801	Subscriptions	6,675.00	792.31	.00	792.31	5,882.69	12	4,747.20
685.1861	Law Enforce Accreditation	600.00	.00	.00	.00	600.00	0	.00
686.186	Legal Services	.00	.00	.00	.00	.00	+++	198.80
686.187	Professional Services	.00	.00	.00	.00	.00	+++	46.57
686.189	Employee Medical	13,400.00	290.00	.00	779.00	12,621.00	6	11,017.00
686.194	Other Prof/Tech Services	53,000.00	.00	.00	.00	53,000.00	0	53,000.00
686.195	Repair/Maint Svc Contract	31,500.00	.00	.00	11,950.86	19,549.14	38	24,687.12
686.1895	Employee wellness services	15,000.00	1,489.39	.00	3,865.89	11,134.11	26	18,406.07
687.203	Contract Services	45,000.00	1,050.00	.00	1,750.00	43,250.00	4	54,200.00
Other Services & Charges Totals		\$644,630.00	\$39,907.04	\$28,833.29	\$133,230.91	\$482,565.80	25%	\$625,069.80
Other Objects								
795.001	IT Internal Allocations	32,000.00	2,939.82	.00	10,236.47	21,763.53	32	55,903.12
795.010	911 Expense Billing	(1,700.00)	(157.30)	.00	(737.75)	(962.25)	43	(2,078.10)
Other Objects Totals		\$30,300.00	\$2,782.52	\$0.00	\$9,498.72	\$20,801.28	31%	\$53,825.02
Capital Outlay								
900.4300	Other Equipment	.00	.00	.00	.00	.00	+++	35,939.74
Capital Outlay Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,939.74
Sub Department 05 - Police Staff Services Totals		\$2,964,181.00	\$286,006.17	\$28,833.29	\$1,001,009.58	\$1,934,338.13	35%	\$2,906,447.09
Sub Department 07 - Victim's Advocate								
Personal Services								
400.101	Regular Pay	32,136.00	2,613.78	.00	10,840.73	21,295.27	34	31,903.30
401.103	Overtime	507.00	1,533.50	.00	1,671.78	(1,164.78)	330	421.46
405.114	FICA	2,255.00	236.01	.00	804.93	1,450.07	36	2,239.15
406.116	Retirement	3,667.00	386.10	.00	1,347.72	2,319.28	37	3,479.67
408.125	SCMIT Worker's Comp Ins.	400.00	.00	.00	250.63	149.37	63	295.62
410.001	Health Claims Cost	5,678.00	.00	.00	.00	5,678.00	0	4,055.85
Personal Services Totals		\$44,643.00	\$4,769.39	\$0.00	\$14,915.79	\$29,727.21	33%	\$42,395.05
Supplies								
500.101	Supplies and Materials	975.00	.00	.00	.00	975.00	0	762.96
501.101	Uniforms and Clothing	400.00	.00	.00	.00	400.00	0	182.97
Supplies Totals		\$1,375.00	\$0.00	\$0.00	\$0.00	\$1,375.00	0%	\$945.93



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Other Services & Charges							
610.111	Communications- Landline	180.00	11.92	.00	47.75	132.25	27	140.45
610.112	Postage	500.00	.00	.00	.00	500.00	0	300.00
610.1110	Communications- Wireless	900.00	64.58	313.56	227.12	359.32	60	841.16
640.124	Travel Expense	1,275.00	114.67	.00	114.67	1,160.33	9	537.24
660.133	Repairs & Maint. Services	250.00	.00	.00	.00	250.00	0	.00
660.139	Fleet Services Materials	100.00	.00	.00	.00	100.00	0	.00
660.145	Gasoline & Oil	450.00	.00	.00	.00	450.00	0	415.05
660.1391	Fleet Services Labor	100.00	.00	.00	.00	100.00	0	.00
670.156	Equipment Rental/Lease	450.00	.00	.00	76.50	373.50	17	459.00
685.180	Membership Dues and Fees	50.00	.00	.00	.00	50.00	0	25.00
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	130.00
685.186	Training	1,150.00	275.00	.00	275.00	875.00	24	475.00
685.187	Special Projects	600.00	.00	.00	.00	600.00	0	392.33
686.189	Employee Medical	425.00	.00	.00	.00	425.00	0	.00
686.195	Repair/Maint Svc Contract	500.00	.00	.00	.00	500.00	0	375.00
	Other Services & Charges Totals	\$7,430.00	\$466.17	\$313.56	\$741.04	\$6,375.40	14%	\$4,090.23
	Other Objects							
795.001	IT Internal Allocations	3,000.00	293.98	.00	1,023.64	1,976.36	34	3,988.32
	Other Objects Totals	\$3,000.00	\$293.98	\$0.00	\$1,023.64	\$1,976.36	34%	\$3,988.32
	Sub Department 07 - Victim's Advocate Totals	\$56,448.00	\$5,529.54	\$313.56	\$16,680.47	\$39,453.97	30%	\$51,419.53
	Sub Department 26 - Grants							
	Supplies							
500.101	Supplies and Materials	4,200.00	.00	.00	.00	4,200.00	0	512.16
500.102	Equipment	500.00	.00	.00	.00	500.00	0	18,302.35
501.101	Uniforms and Clothing	800.00	.00	.00	.00	800.00	0	.00
	Supplies Totals	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0%	\$18,814.51
	Other Services & Charges							
610.1110	Communications- Wireless	2,000.00	129.16	627.12	454.24	918.64	54	1,665.73
640.124	Travel Expense	1,200.00	.00	.00	418.47	781.53	35	374.80
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	.00
660.139	Fleet Services Materials	1,200.00	.00	.00	1,005.44	194.56	84	763.95
660.145	Gasoline & Oil	2,000.00	.00	.00	.00	2,000.00	0	1,635.11
660.1391	Fleet Services Labor	1,000.00	69.15	.00	301.36	698.64	30	820.62
685.182	Other Operating Expenses	2,500.00	.00	.00	245.19	2,254.81	10	1,406.30
685.186	Training	1,200.00	.00	.00	.00	1,200.00	0	60.00



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685.187	Special Projects	2,000.00	.00	.00	.00	2,000.00	0	(22.76)
	Other Services & Charges Totals	\$14,100.00	\$198.31	\$627.12	\$2,424.70	\$11,048.18	22%	\$6,703.75
	Sub Department 26 - Grants Totals	\$19,600.00	\$198.31	\$627.12	\$2,424.70	\$16,548.18	16%	\$25,518.26
	Sub Department 28 - Safe Streets							
	Supplies							
500.101	Supplies and Materials	2,000.00	.00	.00	232.70	1,767.30	12	650.84
	Supplies Totals	\$2,000.00	\$0.00	\$0.00	\$232.70	\$1,767.30	12%	\$650.84
	Other Services & Charges							
685.182	Other Operating Expenses	2,225.00	.00	.00	91.08	2,133.92	4	1,859.74
685.187	Special Projects	2,400.00	.00	.00	.00	2,400.00	0	935.76
	Other Services & Charges Totals	\$4,625.00	\$0.00	\$0.00	\$91.08	\$4,533.92	2%	\$2,795.50
	Sub Department 28 - Safe Streets Totals	\$6,625.00	\$0.00	\$0.00	\$323.78	\$6,301.22	5%	\$3,446.34
	Department 05 - Police Totals	\$3,046,854.00	\$291,734.02	\$29,773.97	\$1,020,438.53	\$1,996,641.50	34%	\$2,986,831.22
	Department 09 - Housing and Community Dev.							
	Personal Services							
400.101	Regular Pay	217,260.00	17,911.03	.00	74,363.21	142,896.79	34	214,030.01
401.103	Overtime	3,000.00	408.93	.00	1,324.99	1,675.01	44	3,691.10
405.114	FICA	15,550.00	1,299.39	.00	5,339.07	10,210.93	34	15,369.14
406.116	Retirement	24,600.00	2,098.18	.00	8,686.41	15,913.59	35	23,229.16
408.125	SCMIT Worker's Comp Ins.	1,500.00	.00	.00	992.07	507.93	66	1,170.11
410.001	Health Claims Cost	44,364.00	3,297.04	.00	13,188.16	31,175.84	30	40,510.68
	Personal Services Totals	\$306,274.00	\$25,014.57	\$0.00	\$103,893.91	\$202,380.09	34%	\$298,000.20
	Supplies							
500.101	Supplies and Materials	3,000.00	166.53	.00	884.96	2,115.04	29	4,300.42
500.102	Equipment	3,827.00	168.02	.00	2,896.59	930.41	76	344.27
500.103	Furniture	200.00	.00	.00	90.00	110.00	45	665.19
500.105	Printing and Binding	2,030.00	.00	.00	808.48	1,221.52	40	1,424.79
	Supplies Totals	\$9,057.00	\$334.55	\$0.00	\$4,680.03	\$4,376.97	52%	\$6,734.67
	Other Services & Charges							
610.111	Communications- Landline	1,500.00	143.24	.00	600.87	899.13	40	1,535.94
610.112	Postage	1,500.00	10.43	.00	232.02	1,267.98	15	1,546.65
610.1110	Communications- Wireless	1,500.00	(40.34)	.00	252.25	1,247.75	17	1,423.47
620.114	Advertising	2,041.00	104.00	.00	389.59	1,651.41	19	2,036.56
640.124	Travel Expense	574.00	.00	.00	.00	574.00	0	562.25
650.127	Electricity	3,534.00	.00	.00	880.69	2,653.31	25	3,728.17
650.128	Water	643.00	.00	.00	169.95	473.05	26	625.80



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.129	Wastewater	846.00	.00	.00	223.72	622.28	26	824.90
650.130	Sanitation	321.00	.00	.00	89.13	231.87	28	356.52
650.133	Stormwater	213.00	.00	.00	59.13	153.87	28	236.52
650.134	Security Lights	973.00	.00	.00	270.00	703.00	28	1,080.00
650.1271	Electricity- Sales Tax	166.00	.00	.00	52.27	113.73	31	170.75
660.139	Fleet Services Materials	500.00	.00	.00	63.86	436.14	13	307.85
660.145	Gasoline & Oil	1,800.00	278.43	.00	363.98	1,436.02	20	1,555.14
660.1391	Fleet Services Labor	600.00	49.98	.00	269.69	330.31	45	629.59
670.156	Equipment Rental/Lease	7,500.00	937.31	.00	2,404.22	5,095.78	32	7,309.87
685.180	Membership Dues and Fees	860.00	305.00	.00	408.21	451.79	47	982.50
685.182	Other Operating Expenses	1,500.00	.00	.00	643.53	856.47	43	2,037.83
685.184	Continuing Education	840.00	.00	.00	.00	840.00	0	1,730.46
685.186	Training	3,580.00	.00	.00	.00	3,580.00	0	1,634.84
685.192	KGB Operations	7,000.00	.00	.00	1,310.59	5,689.41	19	5,381.33
685.1801	Subscriptions	50.00	.00	.00	.00	50.00	0	39.00
685.1921	KGB grant expenses	7,000.00	1,273.40	.00	1,273.40	5,726.60	18	9,614.33
686.187	Professional Services	100.00	.00	.00	.00	100.00	0	46.57
686.191	Contract Services/Studies	92,000.00	10,500.00	(16,500.00)	16,500.00	92,000.00	0	69,967.03
686.195	Repair/Maint Svc Contract	1,200.00	.00	.00	42.00	1,158.00	4	1,301.13
686.1895	Employee wellness services	1,000.00	51.03	.00	132.45	867.55	13	827.47
Other Services & Charges Totals		\$139,341.00	\$13,612.48	(\$16,500.00)	\$26,631.55	\$129,209.45	7%	\$117,492.47
Other Objects								
795.001	IT Internal Allocations	12,000.00	1,469.91	.00	5,118.24	6,881.76	43	19,951.60
Other Objects Totals		\$12,000.00	\$1,469.91	\$0.00	\$5,118.24	\$6,881.76	43%	\$19,951.60
Department 09 - Housing and Community Dev. Totals		\$466,672.00	\$40,431.51	(\$16,500.00)	\$140,323.73	\$342,848.27	27%	\$442,178.94
Department 10 - Municipal Court								
Personal Services								
400.101	Regular Pay	98,960.00	5,729.83	.00	31,335.57	67,624.43	32	96,155.14
401.103	Overtime	4,700.00	194.26	.00	1,371.58	3,328.42	29	4,425.37
401.105	On-call pay	.00	300.00	.00	1,500.00	(1,500.00)	+++	.00
405.114	FICA	7,436.00	448.70	.00	2,491.02	4,944.98	33	7,271.34
406.116	Retirement	11,516.00	675.64	.00	3,901.98	7,614.02	34	10,665.45
408.125	SCMIT Worker's Comp Ins.	1,000.00	.00	.00	616.13	383.87	62	726.72
410.001	Health Claims Cost	20,100.00	1,319.38	.00	5,127.28	14,972.72	26	17,570.67
Personal Services Totals		\$143,712.00	\$8,667.81	\$0.00	\$46,343.56	\$97,368.44	32%	\$136,814.69
Supplies								



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
500.101	Supplies and Materials	3,000.00	.00	.00	1,298.96	1,701.04	43	2,162.30
500.102	Equipment	2,000.00	.00	.00	.00	2,000.00	0	1,679.15
	Supplies Totals	\$5,000.00	\$0.00	\$0.00	\$1,298.96	\$3,701.04	26%	\$3,841.45
	Other Services & Charges							
610.111	Communications- Landline	550.00	35.74	.00	143.19	406.81	26	421.39
610.112	Postage	2,500.00	201.55	.00	758.97	1,741.03	30	2,445.51
610.1110	Communications- Wireless	350.00	33.31	.00	100.01	249.99	29	432.73
640.124	Travel Expense	2,000.00	53.22	.00	53.22	1,946.78	3	728.21
650.127	Electricity	4,119.00	.00	.00	1,663.39	2,455.61	40	4,523.93
650.128	Water	466.00	.00	.00	209.04	256.96	45	551.39
650.129	Wastewater	277.00	.00	.00	92.26	184.74	33	293.19
650.130	Sanitation	105.00	.00	.00	29.01	75.99	28	116.04
650.133	Stormwater	188.00	.00	.00	52.17	135.83	28	208.68
650.134	Security Lights	412.00	.00	.00	114.33	297.67	28	457.32
650.1271	Electricity- Sales Tax	193.00	.00	.00	76.16	116.84	39	195.17
660.133	Repairs & Maint. Services	1,500.00	.00	.00	.00	1,500.00	0	368.05
660.139	Fleet Services Materials	100.00	.00	.00	124.84	(24.84)	125	.00
660.145	Gasoline & Oil	500.00	67.87	.00	102.45	397.55	20	445.26
660.1391	Fleet Services Labor	100.00	.00	.00	165.00	(65.00)	165	567.02
670.156	Equipment Rental/Lease	3,000.00	181.92	.00	682.40	2,317.60	23	1,318.96
685.180	Membership Dues and Fees	75.00	.00	.00	.00	75.00	0	75.00
685.182	Other Operating Expenses	3,000.00	.00	.00	1,056.00	1,944.00	35	2,608.40
685.184	Continuing Education	1,800.00	.00	.00	.00	1,800.00	0	.00
685.186	Training	160.00	.00	.00	.00	160.00	0	160.00
686.187	Professional Services	50.00	.00	.00	.00	50.00	0	23.28
686.195	Repair/Maint Svc Contract	1,000.00	.00	.00	150.55	849.45	15	1,145.00
686.1895	Employee wellness services	600.00	31.69	.00	82.25	517.75	14	491.58
	Other Services & Charges Totals	\$23,045.00	\$605.30	\$0.00	\$5,655.24	\$17,389.76	25%	\$17,576.11
	Other Objects							
795.001	IT Internal Allocations	15,000.00	1,469.91	.00	5,118.24	9,881.76	34	21,732.69
	Other Objects Totals	\$15,000.00	\$1,469.91	\$0.00	\$5,118.24	\$9,881.76	34%	\$21,732.69
	Department 10 - Municipal Court Totals	\$186,757.00	\$10,743.02	\$0.00	\$58,416.00	\$128,341.00	31%	\$179,964.94
	Department 11 - Fire							
	Personal Services							
400.101	Regular Pay	1,249,196.00	94,387.55	.00	371,875.35	877,320.65	30	1,213,268.53
401.103	Overtime	60,000.00	28,506.05	.00	46,453.95	13,546.05	77	114,715.74



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402.111	Volunteer Employees	9,000.00	525.00	.00	1,200.00	7,800.00	13	3,735.00
405.114	FICA	104,600.00	7,798.72	.00	28,378.73	76,221.27	27	92,932.66
406.116	Retirement	181,000.00	15,737.04	.00	58,292.01	122,707.99	32	172,767.94
408.125	SCMIT Worker's Comp Ins.	29,000.00	.00	.00	16,702.56	12,297.44	58	20,999.56
410.001	Health Claims Cost	209,000.00	17,965.08	.00	69,847.42	139,152.58	33	197,601.94
410.002	Health Claim Costs-Retire	52,000.00	6,390.48	.00	15,976.20	36,023.80	31	.00
Personal Services Totals		\$1,893,796.00	\$171,309.92	\$0.00	\$608,726.22	\$1,285,069.78	32%	\$1,816,021.37
Supplies								
500.101	Supplies and Materials	25,000.00	4,252.16	.00	8,550.93	16,449.07	34	23,834.49
500.102	Equipment	55,000.00	816.50	4,400.00	10,548.63	40,051.37	27	50,430.29
500.103	Furniture	2,000.00	.00	.00	1,652.62	347.38	83	2,131.52
500.105	Printing and Binding	1,000.00	.00	.00	29.96	970.04	3	367.37
500.107	Technology Supplies	5,000.00	160.61	.00	1,241.12	3,758.88	25	3,536.14
501.101	Uniforms and Clothing	36,400.00	4,398.87	.00	7,178.69	29,221.31	20	39,547.49
515.121	Safety Supplies	5,000.00	1,308.49	.00	1,308.49	3,691.51	26	5,129.76
515.128	Medical Supplies	10,000.00	1,244.98	.00	2,286.66	7,713.34	23	8,236.03
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	.00	.00	10,000.00	0	9,154.02
Supplies Totals		\$149,400.00	\$12,181.61	\$4,400.00	\$32,797.10	\$112,202.90	25%	\$142,367.11
Other Services & Charges								
610.111	Communications- Landline	6,500.00	461.82	.00	2,046.87	4,453.13	31	5,435.37
610.112	Postage	500.00	258.94	.00	550.52	(50.52)	110	880.49
610.1110	Communications- Wireless	27,000.00	2,568.50	.00	8,917.11	18,082.89	33	29,129.67
620.114	Advertising	500.00	.00	.00	156.00	344.00	31	370.50
630.121	Fire Prevention Materials	9,054.00	874.77	.00	3,540.12	5,513.88	39	8,478.58
640.124	Travel Expense	3,561.00	.00	.00	501.96	3,059.04	14	2,363.11
650.127	Electricity	22,642.00	157.73	.00	5,619.65	17,022.35	25	21,562.72
650.128	Water	1,591.00	.00	.00	481.39	1,109.61	30	1,728.06
650.129	Wastewater	2,170.00	.00	.00	653.70	1,516.30	30	2,358.84
650.130	Sanitation	852.00	.00	.00	236.28	615.72	28	945.12
650.133	Stormwater	711.00	.00	.00	197.10	513.90	28	788.40
650.134	Security Lights	1,633.00	.00	.00	453.00	1,180.00	28	1,812.00
650.1271	Electricity- Sales Tax	2,652.00	.00	.00	253.92	2,398.08	10	3,374.49
660.103	Emergency Preparedness	5,000.00	.00	.00	.00	5,000.00	0	3,316.03
660.133	Repairs & Maint. Services	40,000.00	3,367.80	(410.05)	15,789.13	24,620.92	38	36,692.24
660.139	Fleet Services Materials	30,000.00	877.67	.00	5,069.97	24,930.03	17	34,026.22
660.145	Gasoline & Oil	20,000.00	3,290.07	.00	4,555.75	15,444.25	23	18,669.61



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
660.1391	Fleet Services Labor	15,000.00	902.95	.00	4,092.28	10,907.72	27	15,939.54
660.1392	Fleet Svcs- Outside Vends	20,000.00	.00	.00	5,243.15	14,756.85	26	16,265.15
670.156	Equipment Rental/Lease	9,000.00	880.80	.00	2,656.99	6,343.01	30	8,405.94
682.169	Laundry & Linen	2,500.00	.00	.00	236.26	2,263.74	9	910.49
685.180	Membership Dues and Fees	1,355.00	.00	.00	45.00	1,310.00	3	563.00
685.182	Other Operating Expenses	5,000.00	2,264.70	12,000.00	3,589.13	(10,589.13)	312	4,368.78
685.184	Continuing Education	.00	.00	.00	.00	.00	+++	75.00
685.186	Training	18,290.00	966.39	.00	1,586.86	16,703.14	9	14,446.83
685.1801	Subscriptions	12,720.00	.00	.00	.00	12,720.00	0	12,756.77
686.187	Professional Services	.00	.00	.00	.00	.00	+++	46.57
686.189	Employee Medical	15,000.00	508.91	9,805.00	5,859.09	(664.09)	104	11,335.00
686.195	Repair/Maint Svc Contract	70,994.00	4,407.85	7,600.00	13,003.24	50,390.76	29	70,331.92
686.1895	Employee wellness services	8,000.00	806.20	.00	2,092.58	5,907.42	26	8,928.79
	Other Services & Charges Totals	\$352,225.00	\$22,595.10	\$28,994.95	\$87,427.05	\$235,803.00	33%	\$336,305.23
	Other Objects							
795.001	IT Internal Allocations	16,000.00	1,763.89	.00	6,141.88	9,858.12	38	31,054.33
	Other Objects Totals	\$16,000.00	\$1,763.89	\$0.00	\$6,141.88	\$9,858.12	38%	\$31,054.33
	Capital Outlay							
900.3000	Buildings & Improvements	.00	.00	(1,451,050.00)	1,495.00	1,449,555.00	+++	9,950.00
	Capital Outlay Totals	\$0.00	\$0.00	(\$1,451,050.00)	\$1,495.00	\$1,449,555.00	+++	\$9,950.00
	Department 11 - Fire Totals	\$2,411,421.00	\$207,850.52	(\$1,417,655.05)	\$736,587.25	\$3,092,488.80	-28%	\$2,335,698.04
	Department 12 - Public Works							
	Personal Services							
400.101	Regular Pay	517,400.00	33,632.19	.00	154,572.59	362,827.41	30	505,479.38
401.103	Overtime	30,000.00	15,105.36	.00	25,441.15	4,558.85	85	32,249.64
401.109	Seasonal City employee labor	(58,000.00)	.00	.00	.00	(58,000.00)	0	.00
405.114	FICA	38,179.00	3,065.57	.00	12,072.97	26,106.03	32	37,200.27
406.116	Retirement	60,545.00	4,956.89	.00	19,208.89	41,336.11	32	56,523.19
408.125	SCMIT Worker's Comp Ins.	16,000.00	220.17	.00	7,258.68	8,741.32	45	14,056.22
410.001	Health Claims Cost	133,261.00	7,014.48	.00	30,221.76	103,039.24	23	116,598.84
410.002	Health Claim Costs-Retire	14,500.00	4,401.92	.00	8,893.92	5,606.08	61	.00
	Personal Services Totals	\$751,885.00	\$68,396.58	\$0.00	\$257,669.96	\$494,215.04	34%	\$762,107.54
	Supplies							
500.101	Supplies and Materials	20,000.00	876.73	.00	5,231.74	14,768.26	26	26,044.60
500.102	Equipment	21,000.00	825.95	.00	2,578.25	18,421.75	12	10,993.60
500.103	Furniture	3,000.00	.00	.00	632.35	2,367.65	21	2,374.69



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
500.105	Printing and Binding	1,000.00	.00	.00	.00	1,000.00	0	244.25
501.101	Uniforms and Clothing	16,000.00	738.61	1,256.81	3,865.33	10,877.86	32	17,346.33
513.112	Asphalt/Concrete/Gravel	10,000.00	1,060.64	.00	5,538.42	4,461.58	55	18,040.58
515.121	Safety Supplies	7,000.00	348.37	.00	2,807.50	4,192.50	40	2,341.47
	Supplies Totals	\$78,000.00	\$3,850.30	\$1,256.81	\$20,653.59	\$56,089.60	28%	\$77,385.52
	Other Services & Charges							
610.111	Communications- Landline	3,500.00	315.39	.00	1,524.09	1,975.91	44	3,738.18
610.112	Postage	100.00	.00	.00	20.25	79.75	20	127.95
610.1110	Communications- Wireless	6,000.00	426.26	.00	1,273.45	4,726.55	21	7,243.39
620.114	Advertising	500.00	175.50	.00	758.40	(258.40)	152	247.00
640.124	Travel Expense	1,800.00	167.72	.00	167.72	1,632.28	9	175.67
650.127	Electricity	881.00	.00	.00	304.22	576.78	35	1,026.37
650.128	Water	364.00	.00	.00	99.66	264.34	27	401.96
650.129	Wastewater	481.00	.00	.00	131.55	349.45	27	530.28
650.130	Sanitation	415.00	.00	.00	114.12	300.88	27	456.48
650.133	Stormwater	121.00	.00	.00	33.51	87.49	28	134.04
650.134	Security Lights	482.00	.00	.00	133.62	348.38	28	534.48
650.1271	Electricity- Sales Tax	3.00	.00	.00	1.35	1.65	45	4.20
660.133	Repairs & Maint. Services	10,000.00	1,020.00	.00	3,410.72	6,589.28	34	10,064.18
660.134	Radio Repairs	.00	.00	.00	.00	.00	+++	39.96
660.139	Fleet Services Materials	25,000.00	.00	.00	8,278.24	16,721.76	33	23,843.41
660.145	Gasoline & Oil	29,000.00	3,322.83	.00	4,804.00	24,196.00	17	24,965.26
660.1391	Fleet Services Labor	40,000.00	3,167.82	.00	10,614.51	29,385.49	27	42,143.08
663.142	Street Sign Maintenance	4,000.00	.00	.00	.00	4,000.00	0	7,202.02
663.144	Sidewalk Repairs	.00	14,019.87	.00	14,019.87	(14,019.87)	+++	.00
663.148	Maintenance of Parks	30,000.00	2,038.07	2,404.00	5,030.59	22,565.41	25	23,445.04
670.156	Equipment Rental/Lease	5,000.00	140.07	.00	856.64	4,143.36	17	2,962.31
685.180	Membership Dues and Fees	200.00	.00	.00	65.00	135.00	32	189.00
685.182	Other Operating Expenses	3,000.00	3,983.94	.00	4,776.79	(1,776.79)	159	4,093.06
685.186	Training	1,100.00	570.00	.00	570.00	530.00	52	251.79
685.192	KGB Operations	.00	.00	.00	.00	.00	+++	(15.00)
686.187	Professional Services	1,000.00	558.54	.00	558.54	441.46	56	1,501.72
686.189	Employee Medical	1,800.00	295.00	.00	477.00	1,323.00	26	455.00
686.195	Repair/Maint Svc Contract	12,000.00	925.00	.00	5,602.43	6,397.57	47	20,253.57
686.1895	Employee wellness services	3,505.00	362.01	.00	939.64	2,565.36	27	4,552.31
687.203	Contract Services	20,000.00	7,460.00	.00	24,336.00	(4,336.00)	122	77,281.61



Budget Performance Report

Fiscal Year to Date 10/31/16

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Other Services & Charges Totals	\$200,252.00	\$38,948.02	\$2,404.00	\$88,901.91	\$108,946.09	46%	\$257,848.32
	Other Objects							
700.105	Matched Expenses	.00	.00	.00	.00	.00	+++	2,000.00
795.001	IT Internal Allocations	3,000.00	293.98	.00	1,023.64	1,976.36	34	4,883.84
	Other Objects Totals	\$3,000.00	\$293.98	\$0.00	\$1,023.64	\$1,976.36	34%	\$6,883.84
	Department 12 - Public Works Totals	\$1,033,137.00	\$111,488.88	\$3,660.81	\$368,249.10	\$661,227.09	36%	\$1,104,225.22
	Department 13 - Information Technology							
	Personal Services							
400.101	Regular Pay	68,200.00	5,680.88	.00	23,589.16	44,610.84	35	67,662.84
405.114	FICA	4,988.00	418.09	.00	1,730.35	3,257.65	35	4,962.94
406.116	Retirement	7,843.00	661.03	.00	2,752.20	5,090.80	35	7,394.84
408.125	SCMIT Worker's Comp Ins.	350.00	.00	.00	250.63	99.37	72	295.62
410.001	Health Claims Cost	7,768.00	571.78	.00	2,287.12	5,480.88	29	7,053.49
	Personal Services Totals	\$89,149.00	\$7,331.78	\$0.00	\$30,609.46	\$58,539.54	34%	\$87,369.73
	Supplies							
500.101	Supplies and Materials	5,000.00	1,074.68	.00	1,074.68	3,925.32	21	2,893.02
500.102	Equipment	12,000.00	.00	2,371.03	.00	9,628.97	20	16,971.88
500.107	Technology Supplies	500.00	.00	.00	.00	500.00	0	.00
	Supplies Totals	\$17,500.00	\$1,074.68	\$2,371.03	\$1,074.68	\$14,054.29	20%	\$19,864.90
	Other Services & Charges							
610.111	Communications- Landline	700.00	35.74	.00	143.19	556.81	20	421.39
610.112	Postage	50.00	.00	.00	.00	50.00	0	.00
610.1110	Communications- Wireless	1,000.00	63.22	.00	189.78	810.22	19	1,165.74
620.114	Advertising	5.00	.00	.00	.00	5.00	0	.00
640.124	Travel Expense	1,000.00	.00	.00	.00	1,000.00	0	474.30
650.127	Electricity	1,767.00	.00	.00	440.35	1,326.65	25	1,864.02
650.128	Water	321.00	.00	.00	84.97	236.03	26	312.90
650.129	Wastewater	423.00	.00	.00	111.86	311.14	26	412.44
650.130	Sanitation	161.00	.00	.00	44.55	116.45	28	178.20
650.133	Stormwater	107.00	.00	.00	29.55	77.45	28	118.20
650.134	Security Lights	487.00	.00	.00	135.00	352.00	28	540.00
650.1271	Electricity- Sales Tax	83.00	.00	.00	26.13	56.87	31	85.38
685.180	Membership Dues and Fees	100.00	.00	.00	.00	100.00	0	35.00
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	239.80
685.186	Training	500.00	.00	.00	.00	500.00	0	180.00
685.1801	Subscriptions	50.00	.00	.00	.00	50.00	0	.00



Budget Performance Report

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.184	Technology Services	184,800.00	15,432.63	123,534.63	61,737.21	(471.84)	100	185,163.23
686.194	Other Prof/Tech Services	10,000.00	.00	.00	2,646.00	7,354.00	26	5,662.70
686.195	Repair/Maint Svc Contract	13,000.00	5,447.29	.00	5,489.29	7,510.71	42	11,278.35
686.1895	Employee wellness services	245.00	12.89	.00	33.45	211.55	14	189.65
	Other Services & Charges Totals	\$215,299.00	\$20,991.77	\$123,534.63	\$71,111.33	\$20,653.04	90%	\$208,321.30
	Other Objects							
795.001	IT Internal Allocations	(333,548.00)	(28,222.28)	.00	(98,270.12)	(235,277.88)	29	(294,312.90)
	Other Objects Totals	(\$333,548.00)	(\$28,222.28)	\$0.00	(\$98,270.12)	(\$235,277.88)	29%	(\$294,312.90)
	Capital Outlay							
900.3950	Computer Software	7,000.00	.00	.00	.00	7,000.00	0	9,725.43
900.4300	Other Equipment	5,000.00	.00	.00	.00	5,000.00	0	.00
	Capital Outlay Totals	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%	\$9,725.43
	Department 13 - Information Technology Totals	\$400.00	\$1,175.95	\$125,905.66	\$4,525.35	(\$130,031.01)	32608%	\$30,968.46
	Department 14 - Fleet Services							
	Personal Services							
400.101	Regular Pay	131,550.00	10,610.45	.00	38,440.32	93,109.68	29	129,328.40
401.103	Overtime	2,748.00	2,541.12	.00	3,638.11	(890.11)	132	2,065.18
405.114	FICA	9,364.00	841.10	.00	2,849.58	6,514.42	30	9,217.26
406.116	Retirement	15,095.00	1,370.78	.00	4,688.72	10,406.28	31	14,145.52
408.125	SCMIT Worker's Comp Ins.	3,500.00	.00	.00	1,841.26	1,658.74	53	2,210.62
410.001	Health Claims Cost	28,329.00	2,025.70	.00	6,645.28	21,683.72	23	25,059.37
	Personal Services Totals	\$190,586.00	\$17,389.15	\$0.00	\$58,103.27	\$132,482.73	30%	\$182,026.35
	Supplies							
500.101	Supplies and Materials	9,000.00	438.66	.00	2,691.50	6,308.50	30	9,058.67
500.102	Equipment	1,500.00	.00	.00	.00	1,500.00	0	1,810.44
500.105	Printing and Binding	400.00	.00	.00	.00	400.00	0	49.73
501.101	Uniforms and Clothing	5,300.00	1,417.06	.00	2,114.71	3,185.29	40	4,010.22
515.121	Safety Supplies	750.00	.00	.00	.00	750.00	0	667.78
	Supplies Totals	\$16,950.00	\$1,855.72	\$0.00	\$4,806.21	\$12,143.79	28%	\$15,596.84
	Other Services & Charges							
610.111	Communications- Landline	1,500.00	134.85	.00	665.26	834.74	44	1,616.94
610.112	Postage	200.00	.00	.00	.00	200.00	0	25.36
610.1110	Communications- Wireless	800.00	53.22	.00	159.78	640.22	20	691.68
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	.00
650.127	Electricity	7,878.00	.00	.00	2,729.76	5,148.24	35	9,103.80
650.128	Water	364.00	.00	.00	99.57	264.43	27	401.64



Budget Performance Report

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.129	Wastewater	480.00	.00	.00	131.45	348.55	27	529.80
650.130	Sanitation	400.00	.00	.00	110.70	289.30	28	442.80
650.133	Stormwater	117.00	.00	.00	32.52	84.48	28	130.08
650.134	Security Lights	460.00	.00	.00	127.71	332.29	28	510.84
650.1271	Electricity- Sales Tax	471.00	.00	.00	151.86	319.14	32	487.90
660.139	Fleet Services Materials	1,500.00	.00	.00	.00	1,500.00	0	737.03
660.145	Gasoline & Oil	1,700.00	266.81	.00	303.81	1,396.19	18	1,353.33
660.1391	Fleet Services Labor	1,000.00	.00	.00	27.50	972.50	3	398.75
662.140	Building Repairs	4,000.00	.00	.00	.00	4,000.00	0	7,220.51
685.182	Other Operating Expenses	200.00	.00	.00	.00	200.00	0	184.44
685.186	Training	250.00	.00	.00	.00	250.00	0	51.00
685.1801	Subscriptions	50.00	.00	.00	.00	50.00	0	.00
686.189	Employee Medical	200.00	.00	.00	92.00	108.00	46	165.00
686.195	Repair/Maint Svc Contract	5,700.00	132.50	.00	1,003.75	4,696.25	18	2,406.60
686.1895	Employee wellness services	1,000.00	90.23	.00	234.21	765.79	23	1,223.98
	Other Services & Charges Totals	\$28,770.00	\$677.61	\$0.00	\$5,869.88	\$22,900.12	20%	\$27,681.48
	Other Objects							
735.122	Services Billed	(235,636.00)	(18,929.31)	.00	(64,244.51)	(171,391.49)	27	(265,710.29)
795.001	IT Internal Allocations	.00	.00	.00	.00	.00	+++	1,781.09
	Other Objects Totals	(\$235,636.00)	(\$18,929.31)	\$0.00	(\$64,244.51)	(\$171,391.49)	27%	(\$263,929.20)
	Department 14 - Fleet Services Totals	\$670.00	\$993.17	\$0.00	\$4,534.85	(\$3,864.85)	677%	(\$38,624.53)
	Department 20 - General Government							
	Personal Services							
410.001	Health Claims Cost	1,000.00	.00	.00	91,692.70	(90,692.70)	9169	333.36
410.002	Health Claim Costs-Retire	35,000.00	6,344.46	.00	13,699.22	21,300.78	39	130,651.60
	Personal Services Totals	\$36,000.00	\$6,344.46	\$0.00	\$105,391.92	(\$69,391.92)	293%	\$130,984.96
	Supplies							
500.103	Furniture	1,000.00	.00	.00	.00	1,000.00	0	.00
510.106	Cleaning & Sanitation Sup	2,200.00	79.37	.00	539.39	1,660.61	25	2,972.68
	Supplies Totals	\$3,200.00	\$79.37	\$0.00	\$539.39	\$2,660.61	17%	\$2,972.68
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	250,000.00	1,650.36	.00	126,820.85	123,179.15	51	266,692.79
600.112	Survivors Health Ins	500.00	29.44	.00	73.60	426.40	15	230.24
600.1051	Employee Wellness & Safety	23,300.00	325.00	.00	1,410.92	21,889.08	6	16,304.23
600.1052	Unemployment Insurance	7,000.00	.00	.00	.00	7,000.00	0	626.07
620.114	Advertising	200.00	.00	.00	.00	200.00	0	280.00



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
640.124	Travel Expense	.00	.00	.00	.00	.00	+++	151.78
650.133	Stormwater	715.00	.00	.00	197.13	517.87	28	788.52
660.133	Repairs & Maint. Services	85,000.00	7,641.28	46,480.00	11,605.59	26,914.41	68	10,270.38
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
685.180	Membership Dues and Fees	3,500.00	.00	.00	.00	3,500.00	0	3,931.85
685.182	Other Operating Expenses	15,000.00	9,736.94	3,100.00	36,732.19	(24,832.19)	266	12,695.54
685.187	Special Projects	5,000.00	(30,000.00)	.00	(27,447.03)	32,447.03	-549	(14,100.00)
686.186	Legal Services	50,000.00	10,375.98	7,669.27	19,277.06	23,053.67	54	93,700.83
686.187	Professional Services	1,000.00	.00	.00	950.00	50.00	95	1,274.00
686.189	Employee Medical	250.00	.00	.00	.00	250.00	0	.00
686.190	Consulting Services	1,000.00	.00	.00	.00	1,000.00	0	.00
686.192	Elections	6,500.00	.00	.00	.00	6,500.00	0	7,340.94
686.194	Other Prof/Tech Services	5,000.00	.00	.00	.00	5,000.00	0	4,650.00
686.195	Repair/Maint Svc Contract	19,000.00	1,424.53	.00	4,784.72	14,215.28	25	20,566.11
686.199	Internal Engineering	.00	.00	.00	5,714.09	(5,714.09)	+++	14,102.62
686.1871	Audit Services	40,000.00	.00	31,400.00	8,600.00	.00	100	36,100.00
686.1895	Employee wellness services	4,000.00	.00	.00	.00	4,000.00	0	2,318.60
687.203	Contract Services	18,000.00	.00	.00	.00	18,000.00	0	.00
Other Services & Charges Totals		\$536,965.00	\$1,183.53	\$88,649.27	\$188,719.12	\$259,596.61	52%	\$477,924.50
Other Objects								
795.995	GF Cost Distribution	(112,788.00)	.00	.00	.00	(112,788.00)	0	(112,788.00)
Other Objects Totals		(\$112,788.00)	\$0.00	\$0.00	\$0.00	(\$112,788.00)	0%	(\$112,788.00)
Capital Outlay								
900.3000	Buildings & Improvements	5,000.00	.00	.00	.00	5,000.00	0	.00
Capital Outlay Totals		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$0.00
Department 20 - General Government Totals		\$468,377.00	\$7,607.36	\$88,649.27	\$294,650.43	\$85,077.30	82%	\$499,094.14
Department 21 - Debt Service								
Other Services & Charges								
681.145	Fire Stat II Loan Principle	18,750.00	.00	.00	.00	18,750.00	0	.00
681.146	Fire Stat II Loan Interest	11,720.00	.00	.00	.00	11,720.00	0	.00
Other Services & Charges Totals		\$30,470.00	\$0.00	\$0.00	\$0.00	\$30,470.00	0%	\$0.00
Department 21 - Debt Service Totals		\$30,470.00	\$0.00	\$0.00	\$0.00	\$30,470.00	0%	\$0.00
EXPENSE TOTALS		\$8,447,078.00	\$787,866.29	(\$1,178,065.34)	\$3,119,936.13	\$6,505,207.21	23%	\$8,313,692.47
Fund 0010 - General Fund Totals								
REVENUE TOTALS		8,451,078.00	248,333.30	.00	859,395.90	7,591,682.10	10	8,642,518.04



Budget Performance Report

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
EXPENSE TOTALS		8,447,078.00	787,866.29	(1,178,065.34)	3,119,936.13	6,505,207.21	23	8,313,692.47
Fund 0010 - General Fund Totals		\$4,000.00	(\$539,532.99)	\$1,178,065.34	(\$2,260,540.23)	\$1,086,474.89		\$328,825.57
Fund 0011 - Debt Service								
REVENUE								
Department 00 - Revenue								
Property Taxes								
311.002	Property Taxes -Debt Mill	128,778.00	.00	.00	.00	128,778.00	0	19.02
Property Taxes Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$19.02
Department 00 - Revenue Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$19.02
REVENUE TOTALS		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$19.02
EXPENSE								
Department 21 - Debt Service								
Other Services & Charges								
681.130	GO Bond Principal	119,246.00	.00	.00	.00	119,246.00	0	.00
681.140	GO Bond Interest	9,532.00	.00	.00	.00	9,532.00	0	.00
Other Services & Charges Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
Department 21 - Debt Service Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
EXPENSE TOTALS		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
Fund 0011 - Debt Service Totals								
REVENUE TOTALS		128,778.00	.00	.00	.00	128,778.00	0	19.02
EXPENSE TOTALS		128,778.00	.00	.00	.00	128,778.00	0	.00
Fund 0011 - Debt Service Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$19.02
Fund 0012 - Capital Projects Reserve Fund								
EXPENSE								
Department 26 - Special Projects								
Capital Outlay								
900.903	Sidewalk Program	75,000.00	.00	.00	.00	75,000.00	0	68,652.07
900.904	Street Re-Surfacing Program	50,000.00	.00	.00	.00	50,000.00	0	44,720.77
900.918	Lader 27	200,000.00	.00	.00	.00	200,000.00	0	.00
900.3000	Buildings & Improvements	31,500.00	.00	.00	.00	31,500.00	0	.00
900.4100	Vehicles	115,518.00	.00	116,309.00	.00	(791.00)	101	130,629.00
900.4200	Heavy Equipment	.00	.00	.00	.00	48,000.00	0	.00
900.4300	Other Equipment	239,817.00	.00	44,216.57	.00	147,600.43	23	238,847.87
900.6000	Other Improvements	21,700.00	.00	.00	.00	21,700.00	0	.00
Capital Outlay Totals		\$733,535.00	\$0.00	\$160,525.57	\$0.00	\$573,009.43	22%	\$482,849.71



Budget Performance Report

Fiscal Year to Date 10/31/16

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Department 26 - Special Projects Totals	\$733,535.00	\$0.00	\$160,525.57	\$0.00	\$573,009.43	22%	\$482,849.71
	EXPENSE TOTALS	\$733,535.00	\$0.00	\$160,525.57	\$0.00	\$573,009.43	22%	\$482,849.71
	Fund 0012 - Capital Projects Reserve Fund Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	733,535.00	.00	160,525.57	.00	573,009.43	22	482,849.71
	Fund 0012 - Capital Projects Reserve Fund Totals	(\$733,535.00)	\$0.00	(\$160,525.57)	\$0.00	(\$573,009.43)		(\$482,849.71)
	Fund 0015 - Agency Fund							
	REVENUE							
	Department 00 - Revenue							
	Investment Earnings							
361.001	Investment Earnings	.00	22.49	.00	84.67	(84.67)	+++	174.45
	Investment Earnings Totals	\$0.00	\$22.49	\$0.00	\$84.67	(\$84.67)	+++	\$174.45
	Department 00 - Revenue Totals	\$0.00	\$22.49	\$0.00	\$84.67	(\$84.67)	+++	\$174.45
	REVENUE TOTALS	\$0.00	\$22.49	\$0.00	\$84.67	(\$84.67)	+++	\$174.45
	Fund 0015 - Agency Fund Totals							
	REVENUE TOTALS	.00	22.49	.00	84.67	(84.67)	+++	174.45
	EXPENSE TOTALS	.00	.00	.00	.00	.00	+++	.00
	Fund 0015 - Agency Fund Totals	\$0.00	\$22.49	\$0.00	\$84.67	(\$84.67)		\$174.45
	Fund 0016 - Firemen's Fund							
	REVENUE							
	Department 00 - Revenue							
	Miscellaneous							
369.001	Insurance Rebate	.00	.00	.00	.00	.00	+++	25,470.99
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$25,470.99
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$25,470.99
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$25,470.99
	EXPENSE							
	Department 02 - Firemen's Fund							
	Personal Services							
406.120	Retirement-Contribution	.00	.00	.00	.00	.00	+++	20,000.00
	Personal Services Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$20,000.00
	Other Services & Charges							
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	+++	5,035.25
	Other Services & Charges Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,035.25

Attachment: Budget Performance Report - October 2016 (2190 : October 2016 Finance & IT Departments



Budget Performance Report

Fiscal Year to Date 10/31/16

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Department 02 - Firemen's Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$25,035.25
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$25,035.25
	Fund 0016 - Firemen's Fund Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	25,470.99
	EXPENSE TOTALS	.00	.00	.00	.00	.00	+++	25,035.25
	Fund 0016 - Firemen's Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$435.74
	Fund 0018 - State and Local Grants							
	REVENUE							
	Department 00 - Revenue							
	City Funding							
331.069	Match Revenue	.00	.00	.00	.00	.00	+++	2,000.00
	City Funding Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,000.00
	Local Grants							
332.008	Other Local Grants	6,000.00	.00	.00	20,090.00	(14,090.00)	335	4,000.00
	Local Grants Totals	\$6,000.00	\$0.00	\$0.00	\$20,090.00	(\$14,090.00)	335%	\$4,000.00
	Department 00 - Revenue Totals	\$6,000.00	\$0.00	\$0.00	\$20,090.00	(\$14,090.00)	335%	\$6,000.00
	REVENUE TOTALS	\$6,000.00	\$0.00	\$0.00	\$20,090.00	(\$14,090.00)	335%	\$6,000.00
	EXPENSE							
	Department 70 - State and Local Grants							
	Supplies							
500.101	Supplies and Materials	6,000.00	.00	.00	.00	6,000.00	0	4,000.00
	Supplies Totals	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%	\$4,000.00
	Department 70 - State and Local Grants Totals	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%	\$4,000.00
	EXPENSE TOTALS	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%	\$4,000.00
	Fund 0018 - State and Local Grants Totals							
	REVENUE TOTALS	6,000.00	.00	.00	20,090.00	(14,090.00)	335	6,000.00
	EXPENSE TOTALS	6,000.00	.00	.00	.00	6,000.00	0	4,000.00
	Fund 0018 - State and Local Grants Totals	\$0.00	\$0.00	\$0.00	\$20,090.00	(\$20,090.00)		\$2,000.00
	Fund 0020 - State Accommodations Tax							
	REVENUE							
	Department 00 - Revenue							
	State Shared							
318.001	Accommodations Tax	105,000.00	38,389.79	.00	38,389.79	66,610.21	37	122,491.13
	State Shared Totals	\$105,000.00	\$38,389.79	\$0.00	\$38,389.79	\$66,610.21	37%	\$122,491.13



Budget Performance Report

Fiscal Year to Date 10/31/16

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Investment Earnings							
361.001	Investment Earnings	175.00	.00	.00	152.79	22.21	87	388.00
	Investment Earnings Totals	\$175.00	\$0.00	\$0.00	\$152.79	\$22.21	87%	\$388.00
	Department 00 - Revenue Totals	\$105,175.00	\$38,389.79	\$0.00	\$38,542.58	\$66,632.42	37%	\$122,879.13
	REVENUE TOTALS	\$105,175.00	\$38,389.79	\$0.00	\$38,542.58	\$66,632.42	37%	\$122,879.13
	EXPENSE							
	Department 33 - State Accommodations Tax							
	Other Services & Charges							
620.114	Advertising	1,175.00	.00	.00	.00	1,175.00	0	156.00
683.173	Tourism Related	51,000.00	.00	.00	.00	51,000.00	0	62,270.44
683.174	Tourism Advertise/Promote	24,000.00	.00	.00	.00	24,000.00	0	29,247.34
	Other Services & Charges Totals	\$76,175.00	\$0.00	\$0.00	\$0.00	\$76,175.00	0%	\$91,673.78
	Other Objects							
750.124	Transfers to General Fund	29,000.00	.00	.00	25,669.49	3,330.51	89	29,874.56
	Other Objects Totals	\$29,000.00	\$0.00	\$0.00	\$25,669.49	\$3,330.51	89%	\$29,874.56
	Department 33 - State Accommodations Tax Totals	\$105,175.00	\$0.00	\$0.00	\$25,669.49	\$79,505.51	24%	\$121,548.34
	EXPENSE TOTALS	\$105,175.00	\$0.00	\$0.00	\$25,669.49	\$79,505.51	24%	\$121,548.34
	Fund 0020 - State Accommodations Tax Totals							
	REVENUE TOTALS	105,175.00	38,389.79	.00	38,542.58	66,632.42	37	122,879.13
	EXPENSE TOTALS	105,175.00	.00	.00	25,669.49	79,505.51	24	121,548.34
	Fund 0020 - State Accommodations Tax Totals	\$0.00	\$38,389.79	\$0.00	\$12,873.09	(\$12,873.09)		\$1,330.79
	Fund 0022 - Local Hospitality / ATax							
	REVENUE							
	Department 00 - Revenue							
	Fees							
324.001	Hospitality Fee	650,000.00	57,322.59	.00	249,026.45	400,973.55	38	680,550.93
324.002	Accommodation Fees	190,000.00	16,330.34	.00	79,753.63	110,246.37	42	202,021.25
	Fees Totals	\$840,000.00	\$73,652.93	\$0.00	\$328,780.08	\$511,219.92	39%	\$882,572.18
	Federal Grants							
331.000	Federal Grants	.00	.00	.00	.00	.00	+++	16,200.00
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$16,200.00
	Investment Earnings							
361.001	Investment Earnings	4,000.00	.00	.00	3,839.84	160.16	96	10,198.83
	Investment Earnings Totals	\$4,000.00	\$0.00	\$0.00	\$3,839.84	\$160.16	96%	\$10,198.83
	Miscellaneous							



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
367.001	Operating Contributions	.00	.00	.00	35,000.00	(35,000.00)	+++	(35,000.00)
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	+++	61,899.12
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$35,000.00	(\$35,000.00)	+++	\$26,899.12
	Operating Transfers In							
394.002	Transfer from fund balance	328,944.00	.00	.00	.00	328,944.00	0	.00
	Operating Transfers In Totals	\$328,944.00	\$0.00	\$0.00	\$0.00	\$328,944.00	0%	\$0.00
	Department 00 - Revenue Totals	\$1,172,944.00	\$73,652.93	\$0.00	\$367,619.92	\$805,324.08	31%	\$935,870.13
	REVENUE TOTALS	\$1,172,944.00	\$73,652.93	\$0.00	\$367,619.92	\$805,324.08	31%	\$935,870.13
	EXPENSE							
	Department 08 - Winyah Auditorium							
	Other Services & Charges							
650.127	Electricity	4,910.00	.00	.00	3,176.35	1,733.65	65	5,907.87
	Other Services & Charges Totals	\$4,910.00	\$0.00	\$0.00	\$3,176.35	\$1,733.65	65%	\$5,907.87
	Other Objects							
750.133	Trsf to Winyah Aud Fund	.00	.00	.00	.00	.00	+++	35,000.00
	Other Objects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,000.00
	Department 08 - Winyah Auditorium Totals	\$4,910.00	\$0.00	\$0.00	\$3,176.35	\$1,733.65	65%	\$40,907.87
	Department 23 - Old Hospitality Fees							
	Other Services & Charges							
685.182	Other Operating Expenses	.00	226.38	.00	226.38	(226.38)	+++	3,920.12
685.1871	Way-finding project	.00	.00	.00	.00	.00	+++	527.90
	Other Services & Charges Totals	\$0.00	\$226.38	\$0.00	\$226.38	(\$226.38)	+++	\$4,448.02
	Other Objects							
750.124	Transfers to General Fund	108,000.00	.00	.00	.00	108,000.00	0	108,000.00
	Other Objects Totals	\$108,000.00	\$0.00	\$0.00	\$0.00	\$108,000.00	0%	\$108,000.00
	Capital Outlay							
900.905	Park Improvements	400,000.00	22,840.00	50,440.00	25,060.00	324,500.00	19	.00
	Capital Outlay Totals	\$400,000.00	\$22,840.00	\$50,440.00	\$25,060.00	\$324,500.00	19%	\$0.00
	Department 23 - Old Hospitality Fees Totals	\$508,000.00	\$23,066.38	\$50,440.00	\$25,286.38	\$432,273.62	15%	\$112,448.02
	Department 24 - New Hospitality Fees							
	Other Services & Charges							
683.174	Tourism Advertise/Promote	59,582.00	.00	.00	13,000.89	46,581.11	22	13,365.34
685.180	Membership Dues and Fees	7,500.00	.00	.00	.00	7,500.00	0	17,500.00
685.182	Other Operating Expenses	.00	1,965.94	5,766.96	11,727.49	(17,494.45)	+++	35,856.40
685.187	Special Projects	32,000.00	1,800.00	.00	2,056.68	29,943.32	6	22,125.90
685.1871	Way-finding project	8,500.00	.00	.00	.00	8,500.00	0	.00



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.195	Repair/Maint Svc Contract	12,000.00	1,674.00	.00	5,022.00	6,978.00	42	29,404.13
	Other Services & Charges Totals	\$119,582.00	\$5,439.94	\$5,766.96	\$31,807.06	\$82,007.98	31%	\$118,251.77
	Capital Outlay							
900.905	Park Improvements	250,000.00	.00	73,768.46	3,091.25	173,140.29	31	216,406.77
900.4300	Other Equipment	52,900.00	.00	.00	.00	52,900.00	0	.00
	Capital Outlay Totals	\$302,900.00	\$0.00	\$73,768.46	\$3,091.25	\$226,040.29	25%	\$216,406.77
	Department 24 - New Hospitality Fees Totals	\$422,482.00	\$5,439.94	\$79,535.42	\$34,898.31	\$308,048.27	27%	\$334,658.54
	Department 29 - Kaminski House							
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	10,000.00	.00	.00	6,512.00	3,488.00	65	13,024.00
650.127	Electricity	2,446.00	.00	.00	561.23	1,884.77	23	2,391.41
650.1271	Electricity- Sales Tax	106.00	.00	.00	23.65	82.35	22	102.76
685.182	Other Operating Expenses	35,000.00	.00	.00	.00	35,000.00	0	43.00
687.203	Contract Services	190,000.00	47,500.00	.00	95,000.00	95,000.00	50	190,000.00
	Other Services & Charges Totals	\$237,552.00	\$47,500.00	\$0.00	\$102,096.88	\$135,455.12	43%	\$205,561.17
	Department 29 - Kaminski House Totals	\$237,552.00	\$47,500.00	\$0.00	\$102,096.88	\$135,455.12	43%	\$205,561.17
	EXPENSE TOTALS	\$1,172,944.00	\$76,006.32	\$129,975.42	\$165,457.92	\$877,510.66	25%	\$693,575.60
	Fund 0022 - Local Hospitality/ATax Totals							
	REVENUE TOTALS	1,172,944.00	73,652.93	.00	367,619.92	805,324.08	31	935,870.13
	EXPENSE TOTALS	1,172,944.00	76,006.32	129,975.42	165,457.92	877,510.66	25	693,575.60
	Fund 0022 - Local Hospitality/ATax Totals	\$0.00	(\$2,353.39)	(\$129,975.42)	\$202,162.00	(\$72,186.58)		\$242,294.53
	Fund 0030 - Electric Utility Fund							
	REVENUE							
	Department 00 - Revenue							
	Operating Revenues							
301.000	Sale Of Utilities	12,500,000.00	944,596.19	.00	4,391,831.62	8,108,168.38	35	11,178,319.58
301.002	New Turn Ons	5,000.00	320.00	.00	1,420.00	3,580.00	28	4,070.00
301.004	Security Lights	275,000.00	21,604.00	.00	86,601.00	188,399.00	31	260,897.46
301.012	Restores	9,000.00	9,525.00	.00	26,729.01	(17,729.01)	297	10,800.00
302.001	Penalties	225,000.00	14,643.81	.00	50,948.48	174,051.52	23	134,682.67
302.002	Pole Rental	200,000.00	.00	.00	.00	200,000.00	0	199,787.37
302.003	Fiber Rental	32,000.00	4,521.00	.00	15,084.00	16,916.00	47	41,584.00
	Operating Revenues Totals	\$13,246,000.00	\$995,210.00	\$0.00	\$4,572,614.11	\$8,673,385.89	35%	\$11,830,141.08
	Miscellaneous							
301.001	Revenue from Energu Efficiency Program	45,000.00	3,562.78	.00	13,647.13	31,352.87	30	44,892.12



Budget Performance Report

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
307.002	Sale Of Scrap	700.00	.00	.00	.00	700.00	0	337.10
369.002	Miscellaneous Revenue	3,000.00	150.00	.00	400.00	2,600.00	13	2,903.76
	Miscellaneous Totals	\$48,700.00	\$3,712.78	\$0.00	\$14,047.13	\$34,652.87	29%	\$48,132.98
	Investment Earnings							
306.001	Investment Earnings	16,000.00	3,434.55	.00	12,929.30	3,070.70	81	26,593.02
361.003	Fv Chg In Investments	.00	.00	.00	.00	.00	+++	(9.31)
	Investment Earnings Totals	\$16,000.00	\$3,434.55	\$0.00	\$12,929.30	\$3,070.70	81%	\$26,583.71
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	.00	.00	+++	23,431.57
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$23,431.57
	Operating Transfers In							
394.002	Transfer from fund balance	(575,445.00)	.00	.00	.00	(575,445.00)	0	.00
	Operating Transfers In Totals	(\$575,445.00)	\$0.00	\$0.00	\$0.00	(\$575,445.00)	0%	\$0.00
	Department 00 - Revenue Totals	\$12,735,255.00	\$1,002,357.33	\$0.00	\$4,599,590.54	\$8,135,664.46	36%	\$11,928,289.34
	REVENUE TOTALS	\$12,735,255.00	\$1,002,357.33	\$0.00	\$4,599,590.54	\$8,135,664.46	36%	\$11,928,289.34
	EXPENSE							
	Department 19 - Electric							
	Personal Services							
400.101	Regular Pay	662,120.00	51,862.49	.00	213,411.41	448,708.59	32	564,202.27
401.103	Overtime	25,000.00	38,017.01	.00	43,873.25	(18,873.25)	175	23,044.49
401.105	On-call pay	.00	800.00	.00	3,200.00	(3,200.00)	+++	.00
401.106	Contract Labor	60,000.00	.00	.00	.00	60,000.00	0	139,200.00
401.107	Labor Billed	.00	.00	.00	.00	.00	+++	(1,792.83)
405.114	FICA	42,296.00	5,183.30	.00	17,339.29	24,956.71	41	41,986.34
406.116	Retirement	67,077.00	8,224.11	.00	27,732.56	39,344.44	41	63,082.63
408.125	SCMIT Worker's Comp Ins.	29,000.00	.00	.00	17,450.09	11,549.91	60	23,275.06
410.001	Health Claims Cost	106,659.00	8,468.84	.00	32,748.56	73,910.44	31	98,059.70
410.002	Health Claim Costs-Retire	31,500.00	4,288.12	.00	10,191.04	21,308.96	32	21,736.88
410.003	OPEB cost	10,000.00	.00	.00	.00	10,000.00	0	11,175.65
	Personal Services Totals	\$1,033,652.00	\$116,843.87	\$0.00	\$365,946.20	\$667,705.80	35%	\$983,970.19
	Supplies							
500.101	Supplies and Materials	17,300.00	1,159.93	.00	10,401.43	6,898.57	60	16,374.68
500.102	Equipment	6,500.00	.00	.00	.00	6,500.00	0	.00
500.103	Furniture	1,000.00	.00	.00	.00	1,000.00	0	229.57
500.105	Printing and Binding	600.00	.00	.00	.00	600.00	0	.00
501.101	Uniforms and Clothing	15,600.00	.00	.00	2,167.24	13,432.76	14	11,659.63



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
514.114	Wire Expense	8,000.00	.00	.00	537.37	7,462.63	7	7,737.29
514.115	Christmas Decorations	9,000.00	13,108.95	.00	13,108.95	(4,108.95)	146	9,635.15
514.116	Pole Line Hardware	8,000.00	.00	.00	744.70	7,255.30	9	7,964.67
514.117	Poles & Crossarms	4,000.00	.00	.00	752.00	3,248.00	19	2,599.25
514.118	Fuel for Peak Shaving Generation	80,000.00	6,097.42	17,193.38	27,206.62	35,600.00	56	75,767.30
515.121	Safety Supplies	.00	266.43	.00	266.43	(266.43)	+++	.00
515.123	Special Dept Supplies	14,000.00	1,897.92	.00	6,875.57	7,124.43	49	13,105.35
521.128	Meter Supplies	48,000.00	343.12	.00	2,323.92	45,676.08	5	85,349.87
523.133	Street Light Supplies	21,000.00	.00	.00	8,669.72	12,330.28	41	15,754.55
531.143	Security Lights	18,000.00	.00	.00	1,636.08	16,363.92	9	23,828.41
531.145	Transformer Supplies	8,000.00	.00	.00	966.21	7,033.79	12	22,384.77
540.150	Power Purchases	8,200,000.00	54,502.99	.00	2,360,954.98	5,839,045.02	29	7,453,394.66
Supplies Totals		\$8,459,000.00	\$77,376.76	\$17,193.38	\$2,436,611.22	\$6,005,195.40	29%	\$7,745,785.15
Other Services & Charges								
540.153	Energy Efficiency Program	60,000.00	.00	.00	15,921.60	44,078.40	27	69,071.86
600.110	SCMIRF Property/Liab Ins	250,000.00	.00	.00	120,024.68	129,975.32	48	231,194.40
610.111	Communications- Landline	5,000.00	355.81	.00	1,584.82	3,415.18	32	4,213.63
610.112	Postage	1,000.00	514.33	.00	1,712.58	(712.58)	171	1,530.06
610.1110	Communications- Wireless	5,000.00	659.73	.00	2,257.89	2,742.11	45	8,141.99
620.114	Advertising	600.00	.00	.00	.00	600.00	0	137.07
640.124	Travel Expense	5,300.00	.00	.00	193.08	5,106.92	4	3,550.91
650.127	Electricity	18,203.00	.00	.00	4,921.32	13,281.68	27	21,034.33
650.128	Water	1,007.00	.00	.00	392.26	614.74	39	1,191.54
650.129	Wastewater	1,406.00	.00	.00	536.28	869.72	38	1,655.88
650.130	Sanitation	1,824.00	.00	.00	505.98	1,318.02	28	2,023.92
650.133	Stormwater	469.00	.00	.00	130.14	338.86	28	520.56
650.134	Security Lights	9,182.00	.00	.00	2,547.00	6,635.00	28	10,188.00
650.1271	Electricity- Sales Tax	3,046.00	94.60	.00	440.98	2,605.02	14	3,010.83
660.133	Repairs & Maint. Services	25,000.00	.00	.00	1,364.80	23,635.20	5	3,636.07
660.139	Fleet Services Materials	16,000.00	46.17	.00	3,392.84	12,607.16	21	17,636.23
660.140	Hydraulic Repair	12,000.00	.00	.00	1,157.21	10,842.79	10	3,270.62
660.145	Gasoline & Oil	17,000.00	3,351.79	.00	4,626.62	12,373.38	27	16,445.31
660.1391	Fleet Services Labor	20,000.00	1,777.04	.00	5,352.42	14,647.58	27	22,624.75
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
663.145	Sub-Station Maintenance	3,000.00	.00	.00	808.00	2,192.00	27	.00
663.146	Transformers Repairs	6,000.00	.00	.00	465.00	5,535.00	8	3,491.05



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664.101	Community Education	1,500.00	.00	.00	.00	1,500.00	0	.00
670.156	Equipment Rental/Lease	3,800.00	192.61	.00	739.60	3,060.40	19	3,162.23
670.157	Equipment Lease	260,810.00	13,040.17	78,241.02	52,160.68	130,408.30	50	313,050.39
682.170	Infrared Test	800.00	.00	.00	565.00	235.00	71	565.00
682.171	Safety Testing/Compliance	3,500.00	.00	.00	219.70	3,280.30	6	1,595.69
682.172	Ground Maint. Expenses	1,000.00	.00	.00	.00	1,000.00	0	.00
682.173	Tree Crew Maintenance	14,000.00	1,591.35	.00	3,080.01	10,919.99	22	13,507.00
685.180	Membership Dues and Fees	16,915.00	.00	.00	7,934.82	8,980.18	47	16,042.99
685.182	Other Operating Expenses	22,000.00	23,719.96	32,087.03	30,942.61	(41,029.64)	286	23,559.59
685.183	Depreciation	385,880.00	32,578.69	.00	130,380.57	255,499.43	34	357,261.33
685.186	Training	8,350.00	.00	.00	.00	8,350.00	0	204.23
685.187	Special Projects	2,500.00	.00	.00	49.06	2,450.94	2	4,832.99
685.190	Landfill Fees	1,500.00	.00	.00	106.75	1,393.25	7	963.55
685.1801	Subscriptions	40.00	.00	.00	.00	40.00	0	.00
686.186	Legal Services	10,000.00	.00	.00	.00	10,000.00	0	.00
686.187	Professional Services	11,700.00	656.94	.00	2,069.22	9,630.78	18	23,728.72
686.188	Architect/Engineer Servcs	35,000.00	480.00	.00	4,883.25	30,116.75	14	7,596.83
686.189	Employee Medical	700.00	.00	.00	120.00	580.00	17	515.00
686.190	Consulting Services	20,000.00	.00	.00	.00	20,000.00	0	.00
686.191	Contract Services/Studies	3,000.00	275.86	.00	1,375.78	1,624.22	46	1,869.27
686.195	Repair/Maint Svc Contract	30,000.00	1,081.05	.00	5,402.04	24,597.96	18	30,849.12
686.199	Internal Engineering	.00	.00	.00	2,857.04	(2,857.04)	+++	7,051.31
686.1895	Employee wellness services	9,000.00	897.50	.00	2,329.57	6,670.43	26	10,932.22
687.202	Utility Billing Services	36,000.00	4,574.61	.00	18,167.57	17,832.43	50	39,395.12
689.800	Equipment Charges	.00	.00	.00	.00	.00	+++	(2,373.54)
Other Services & Charges Totals		\$1,341,032.00	\$85,888.21	\$110,328.05	\$431,718.77	\$798,985.18	40%	\$1,278,878.05
Other Objects								
720.001	Provision for Bad Debts	40,000.00	.00	.00	.00	40,000.00	0	26,868.79
720.006	Public Assistance Program	10,000.00	.00	.00	.00	10,000.00	0	.00
750.124	Transfers to General Fund	1,400,000.00	.00	.00	.00	1,400,000.00	0	1,399,999.56
795.001	IT Internal Allocations	85,000.00	7,349.56	.00	25,591.19	59,408.81	30	82,006.85
795.995	GF Cost Distribution	365,350.00	.00	.00	.00	365,350.00	0	365,350.44
Other Objects Totals		\$1,900,350.00	\$7,349.56	\$0.00	\$25,591.19	\$1,874,758.81	1%	\$1,874,225.64
Capital Outlay								
900.906	SCDOT US 17/521 Improvements	450,000.00	.00	15,787.58	.00	434,212.42	4	454,432.00
900.915	CIP Projects - Current Year	5,420,000.00	.00	.00	.00	60,000.00	0	.00



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
900.952	Peak Shaving Generation	.00	52,658.31	.00	96,954.19	3,838,045.81	2	93,078.92
900.3000	Buildings & Improvements	.00	.00	.00	.00	50,000.00	0	35,733.00
900.3100	Electric Distribution	.00	.00	.00	1,860.78	828,139.22	0	266,475.43
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	24,608.00
900.4300	Other Equipment	30,000.00	.00	.00	.00	575,000.00	0	40,054.97
9999.9999	Assets Reclassified	(5,900,000.00)	.00	.00	(1,860.78)	(5,898,139.22)	0	(914,382.32)
Capital Outlay Totals		\$0.00	\$52,658.31	\$15,787.58	\$96,954.19	(\$112,741.77)	+++	\$0.00
Department 19 - Electric Totals		\$12,734,034.00	\$340,116.71	\$143,309.01	\$3,356,821.57	\$9,233,903.42	27%	\$11,882,859.03
Department 36 - Fiber Optics								
Other Services & Charges								
685.183	Depreciation	1,221.00	101.71	.00	406.84	814.16	33	1,220.51
Other Services & Charges Totals		\$1,221.00	\$101.71	\$0.00	\$406.84	\$814.16	33%	\$1,220.51
Department 36 - Fiber Optics Totals		\$1,221.00	\$101.71	\$0.00	\$406.84	\$814.16	33%	\$1,220.51
EXPENSE TOTALS		\$12,735,255.00	\$340,218.42	\$143,309.01	\$3,357,228.41	\$9,234,717.58	27%	\$11,884,079.54
Fund 0030 - Electric Utility Fund Totals								
REVENUE TOTALS		12,735,255.00	1,002,357.33	.00	4,599,590.54	8,135,664.46	36	11,928,289.34
EXPENSE TOTALS		12,735,255.00	340,218.42	143,309.01	3,357,228.41	9,234,717.58	27	11,884,079.54
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$662,138.91	(\$143,309.01)	\$1,242,362.13	(\$1,099,053.12)		\$44,209.80
Fund 0031 - Water Utility Fund								
REVENUE								
Department 00 - Revenue								
Operating Revenues								
301.000	Sale Of Utilities	1,825,000.00	164,255.11	.00	693,687.22	1,131,312.78	38	1,804,095.22
301.002	New Turn Ons	3,000.00	275.00	.00	1,235.00	1,765.00	41	3,355.00
301.006	Sale Of Raw Water	.00	.00	.00	.00	.00	+++	5,651.83
301.009	New Service Taps	11,000.00	.00	.00	5,000.00	6,000.00	45	10,038.01
301.013	Meter Installation	1,500.00	.00	.00	450.00	1,050.00	30	1,350.00
302.001	Penalties	28,000.00	4,479.27	.00	11,119.72	16,880.28	40	28,340.84
Operating Revenues Totals		\$1,868,500.00	\$169,009.38	\$0.00	\$711,491.94	\$1,157,008.06	38%	\$1,852,830.90
Investment Earnings								
306.001	Investment Earnings	15,000.00	1,651.42	.00	6,481.81	8,518.19	43	25,945.88
Investment Earnings Totals		\$15,000.00	\$1,651.42	\$0.00	\$6,481.81	\$8,518.19	43%	\$25,945.88
Charges for Services								
324.007	Fees- Services	3,000.00	.00	.00	.00	3,000.00	0	2,617.10
Charges for Services Totals		\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%	\$2,617.10



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Impact Fees							
324.020	Water Impact Fee	8,000.00	.00	.00	1,650.00	6,350.00	21	6,050.00
	Impact Fees Totals	\$8,000.00	\$0.00	\$0.00	\$1,650.00	\$6,350.00	21%	\$6,050.00
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	.00	.00	+++	147.03
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$147.03
	Miscellaneous							
369.002	Miscellaneous Revenue	12,000.00	(3,100.00)	.00	(1,785.00)	13,785.00	-15	8,458.21
	Miscellaneous Totals	\$12,000.00	(\$3,100.00)	\$0.00	(\$1,785.00)	\$13,785.00	-15%	\$8,458.21
	Sale of Assets							
391.001	Sale of Assets	500.00	.00	.00	.00	500.00	0	56.25
	Sale of Assets Totals	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%	\$56.25
	Operating Transfers In							
394.002	Transfer from fund balance	602,440.00	.00	.00	.00	602,440.00	0	.00
	Operating Transfers In Totals	\$602,440.00	\$0.00	\$0.00	\$0.00	\$602,440.00	0%	\$0.00
	Department 00 - Revenue Totals	\$2,509,440.00	\$167,560.80	\$0.00	\$717,838.75	\$1,791,601.25	29%	\$1,896,105.37
	REVENUE TOTALS	\$2,509,440.00	\$167,560.80	\$0.00	\$717,838.75	\$1,791,601.25	29%	\$1,896,105.37
	EXPENSE							
	Department 15 - Water Distribution							
	Personal Services							
400.101	Regular Pay	138,900.00	12,363.87	.00	53,530.19	85,369.81	39	132,389.06
401.103	Overtime	14,000.00	5,009.98	.00	8,040.65	5,959.35	57	17,936.10
401.105	On-call pay	.00	400.00	.00	1,600.00	(1,600.00)	+++	.00
405.114	FICA	11,506.00	1,140.90	.00	4,453.59	7,052.41	39	10,878.47
406.116	Retirement	17,908.00	1,796.60	.00	7,040.19	10,867.81	39	16,192.99
408.125	SCMIT Worker's Comp Ins.	6,000.00	.00	.00	3,467.04	2,532.96	58	4,089.25
410.001	Health Claims Cost	19,447.00	1,375.88	.00	5,503.52	13,943.48	28	16,374.76
410.002	Health Claim Costs-Retire	13,350.00	1,977.96	.00	4,944.90	8,405.10	37	8,060.88
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	3,104.35
	Personal Services Totals	\$225,111.00	\$24,065.19	\$0.00	\$88,580.08	\$136,530.92	39%	\$209,025.86
	Supplies							
500.101	Supplies and Materials	5,260.00	659.66	.00	1,052.28	4,207.72	20	4,501.86
500.102	Equipment	3,950.00	.00	.00	566.68	3,383.32	14	5,237.49
501.101	Uniforms and Clothing	3,800.00	168.60	.00	1,701.09	2,098.91	45	3,338.79
513.112	Asphalt/Concrete/Gravel	27,650.00	2,928.96	17,981.54	4,518.46	5,150.00	81	27,007.70
514.110	Water Dist System Supply	32,750.00	.00	.00	8,317.76	24,432.24	25	45,618.05



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
515.121	Safety Supplies	300.00	.00	.00	.00	300.00	0	.00
523.136	Hydrant Replacement	8,000.00	.00	.00	1,865.37	6,134.63	23	7,340.20
532.148	Small Hand Tools	865.00	.00	.00	.00	865.00	0	358.10
Supplies Totals		\$82,575.00	\$3,757.22	\$17,981.54	\$18,021.64	\$46,571.82	44%	\$93,402.19
Other Services & Charges								
515.129	Permit Fees Due To Others	870.00	.00	.00	605.00	265.00	70	593.79
600.110	SCMIRF Property/Liab Ins	20,000.00	.00	.00	8,608.15	11,391.85	43	16,581.22
610.112	Postage	300.00	65.03	.00	234.45	65.55	78	61.72
610.1110	Communications- Wireless	720.00	53.22	.00	159.78	560.22	22	609.64
620.114	Advertising	500.00	.00	.00	.00	500.00	0	125.24
640.124	Travel Expense	1,230.00	.00	.00	10.67	1,219.33	1	1,886.64
650.127	Electricity	6,778.00	.00	.00	1,623.90	5,154.10	24	6,750.38
650.128	Water	17,789.00	.00	.00	6,287.80	11,501.20	35	22,191.26
650.129	Wastewater	15,378.00	.00	.00	5,678.49	9,699.51	37	17,312.88
650.130	Sanitation	605.00	.00	.00	167.88	437.12	28	671.52
650.133	Stormwater	2,659.00	.00	.00	737.49	1,921.51	28	2,949.96
650.1271	Electricity- Sales Tax	315.00	.00	.00	74.80	240.20	24	307.89
660.133	Repairs & Maint. Services	20,000.00	.00	.00	2,145.22	17,854.78	11	21,524.20
660.139	Fleet Services Materials	10,000.00	.00	.00	2,527.99	7,472.01	25	9,558.12
660.145	Gasoline & Oil	9,500.00	1,417.42	.00	1,826.93	7,673.07	19	7,988.37
660.1391	Fleet Services Labor	9,000.00	581.60	.00	2,313.26	6,686.74	26	7,972.90
670.156	Equipment Rental/Lease	560.00	.00	.00	.00	560.00	0	87.75
685.180	Membership Dues and Fees	360.00	.00	.00	.00	360.00	0	60.00
685.182	Other Operating Expenses	9,140.00	778.34	.00	3,020.16	6,119.84	33	8,610.61
685.183	Depreciation	275,175.00	24,815.32	.00	99,261.38	175,913.62	36	273,212.60
685.186	Training	2,580.00	52.50	.00	52.50	2,527.50	2	482.10
685.187	Special Projects	.00	.00	.00	.00	.00	+++	1,483.20
686.187	Professional Services	3,860.00	.00	.00	.00	3,860.00	0	3,555.86
686.189	Employee Medical	360.00	.00	.00	60.00	300.00	17	275.00
686.191	Contract Services/Studies	2,040.00	275.86	.00	960.65	1,079.35	47	1,869.28
686.195	Repair/Maint Svc Contract	2,520.00	204.19	.00	612.54	1,907.46	24	2,665.83
686.199	Internal Engineering	.00	.00	.00	2,857.04	(2,857.04)	+++	7,051.31
686.1895	Employee wellness services	1,920.00	178.32	.00	462.85	1,457.15	24	2,143.54
687.202	Utility Billing Services	7,000.00	691.94	.00	2,748.00	4,252.00	39	5,958.92
Other Services & Charges Totals		\$421,159.00	\$29,113.74	\$0.00	\$143,036.93	\$278,122.07	34%	\$424,541.73
Other Objects								



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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
702.106	Interest- Bonds	120,095.00	10,065.28	.00	40,286.10	79,808.90	34	111,519.50
702.110	Bond Principal	297,920.00	5,277.85	.00	21,086.44	276,833.56	7	290,379.64
703.109	Agents Fee	3,000.00	1,250.00	.00	2,862.50	137.50	95	1,343.75
720.001	Provision for Bad Debts	8,000.00	.00	.00	.00	8,000.00	0	7,029.42
795.995	GF Cost Distribution	75,415.00	.00	.00	.00	75,415.00	0	75,412.56
7999.9999	Principal Reclassified	(297,920.00)	.00	.00	.00	(297,920.00)	0	(386,327.82)
Other Objects Totals		\$206,510.00	\$16,593.13	\$0.00	\$64,235.04	\$142,274.96	31%	\$99,357.05
Inter-Dept. Allocations								
795.999	Allocation G&A Services	86,000.00	4,363.13	.00	20,074.89	65,925.11	23	61,688.98
Inter-Dept. Allocations Totals		\$86,000.00	\$4,363.13	\$0.00	\$20,074.89	\$65,925.11	23%	\$61,688.98
Capital Outlay								
900.906	SCDOT US 17/521 Improvements	.00	.00	(8,066.23)	.00	8,066.23	+++	601,758.01
900.907	High Service Pumps & Drives	.00	66,764.29	(149,890.80)	118,754.80	31,136.00	+++	33,222.80
900.908	Maryville Water Line Improvements	150,000.00	.00	.00	.00	.00	+++	.00
900.915	CIP Projects - Current Year	203,500.00	.00	.00	.00	.00	+++	.00
900.3500	Water Distribution	.00	3,055.21	10,618.76	4,372.12	316,509.12	5	5,118.61
900.4300	Other Equipment	.00	.00	.00	.00	22,000.00	0	.00
9999.9999	Assets Reclassified	(353,000.00)	.00	.00	.00	(353,000.00)	0	(640,099.42)
Capital Outlay Totals		\$500.00	\$69,819.50	(\$147,338.27)	\$123,126.92	\$24,711.35	-4842%	\$0.00
Department 15 - Water Distribution Totals		\$1,021,855.00	\$147,711.91	(\$129,356.73)	\$457,075.50	\$694,136.23	32%	\$888,015.81
Department 16 - Filtration								
Personal Services								
400.101	Regular Pay	201,840.00	13,765.07	.00	53,873.14	147,966.86	27	189,770.86
401.103	Overtime	6,000.00	4,827.43	.00	6,808.37	(808.37)	113	5,522.59
401.105	On-call pay	.00	533.36	.00	2,133.44	(2,133.44)	+++	.00
405.114	FICA	14,077.00	1,215.09	.00	4,331.68	9,745.32	31	14,037.29
406.116	Retirement	21,810.00	1,846.83	.00	6,649.61	15,160.39	30	20,919.35
408.125	SCMIT Worker's Comp Ins.	6,000.00	.00	.00	3,122.43	2,877.57	52	3,682.79
410.001	Health Claims Cost	30,860.00	2,428.06	.00	9,788.85	21,071.15	32	28,785.80
410.002	Health Claim Costs-Retire	11,650.00	1,709.28	.00	4,273.20	7,376.80	37	9,491.66
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	4,346.09
Personal Services Totals		\$297,237.00	\$26,325.12	\$0.00	\$90,980.72	\$206,256.28	31%	\$276,556.43
Supplies								
500.101	Supplies and Materials	2,500.00	.00	.00	1,110.80	1,389.20	44	4,095.29
500.102	Equipment	1,200.00	.00	.00	362.61	837.39	30	1,411.22
501.101	Uniforms and Clothing	3,300.00	54.00	.00	1,323.15	1,976.85	40	1,389.24



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
512.108	Chemicals	224,920.00	24,252.18	60,803.22	41,935.84	122,180.94	46	320,858.52
512.109	Laboratory Supplies	14,535.00	.00	.00	3,863.26	10,671.74	27	17,997.37
515.121	Safety Supplies	600.00	.00	.00	.00	600.00	0	542.20
532.148	Small Hand Tools	490.00	.00	.00	.00	490.00	0	791.90
540.151	IP Raw Water Contract-Cty	18,800.00	1,379.56	.00	4,855.12	13,944.88	26	18,645.68
540.152	Raw Water Pump Maint.	44,000.00	.00	.00	14,990.86	29,009.14	34	45,211.63
540.157	Treated Water Purchase	500.00	6.50	.00	13.00	487.00	3	84.50
	Supplies Totals	\$310,845.00	\$25,692.24	\$60,803.22	\$68,454.64	\$181,587.14	42%	\$411,027.55
	Other Services & Charges							
515.129	Permit Fees Due To Others	22,000.00	.00	.00	20,183.00	1,817.00	92	20,183.00
600.110	SCMIRF Property/Liab Ins	16,000.00	.00	.00	6,708.02	9,291.98	42	12,921.15
610.111	Communications- Landline	1,200.00	97.21	.00	389.11	810.89	32	1,157.31
610.112	Postage	2,000.00	.00	.00	.00	2,000.00	0	68.64
610.1110	Communications- Wireless	420.00	33.31	.00	100.01	319.99	24	432.73
620.114	Advertising	1,000.00	.00	.00	.00	1,000.00	0	435.50
640.124	Travel Expense	366.00	.00	.00	.00	366.00	0	69.35
650.127	Electricity	79,845.00	.00	.00	22,638.36	57,206.64	28	85,197.16
650.130	Sanitation	813.00	.00	.00	225.60	587.40	28	902.40
650.134	Security Lights	1,428.00	.00	.00	396.00	1,032.00	28	1,584.00
650.1271	Electricity- Sales Tax	102.00	.00	.00	29.65	72.35	29	108.22
660.133	Repairs & Maint. Services	30,000.00	3,780.42	.00	6,148.69	23,851.31	20	47,935.31
660.139	Fleet Services Materials	5,500.00	.00	.00	815.23	4,684.77	15	4,403.43
660.145	Gasoline & Oil	1,400.00	185.29	.00	277.58	1,122.42	20	1,116.02
660.1391	Fleet Services Labor	2,500.00	131.43	.00	641.47	1,858.53	26	2,482.30
664.101	Community Education	500.00	.00	.00	.00	500.00	0	.00
670.156	Equipment Rental/Lease	1,000.00	179.90	.00	222.96	777.04	22	838.20
685.180	Membership Dues and Fees	320.00	.00	.00	35.00	285.00	11	395.00
685.182	Other Operating Expenses	500.00	267.02	.00	267.02	232.98	53	.00
685.183	Depreciation	326,260.00	26,731.08	.00	106,924.49	219,335.51	33	321,254.78
685.186	Training	2,950.00	.00	.00	.00	2,950.00	0	731.00
686.187	Professional Services	34,500.00	1,320.48	.00	1,320.48	33,179.52	4	14,897.60
686.189	Employee Medical	220.00	.00	.00	.00	220.00	0	105.00
686.195	Repair/Maint Svc Contract	9,060.00	204.21	.00	1,049.33	8,010.67	12	3,634.39
686.199	Internal Engineering	.00	.00	.00	2,857.04	(2,857.04)	+++	7,051.31
686.1895	Employee wellness services	1,680.00	160.59	.00	416.84	1,263.16	25	2,050.11
	Other Services & Charges Totals	\$541,564.00	\$33,090.94	\$0.00	\$171,645.88	\$369,918.12	32%	\$529,953.91

Attachment: Budget Performance Report - October 2016 (2190 : October 2016 Finance & IT Departments



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Other Objects							
795.995	GF Cost Distribution	67,179.00	.00	.00	.00	67,179.00	0	65,210.04
	Other Objects Totals	\$67,179.00	\$0.00	\$0.00	\$0.00	\$67,179.00	0%	\$65,210.04
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	85,000.00	4,363.13	.00	20,074.89	64,925.11	24	61,688.98
	Inter-Dept. Allocations Totals	\$85,000.00	\$4,363.13	\$0.00	\$20,074.89	\$64,925.11	24%	\$61,688.98
	Capital Outlay							
900.915	CIP Projects - Current Year	70,000.00	.00	.00	.00	.00	+++	.00
900.3300	Water Filtration Plant	.00	.00	.00	.00	.00	+++	24,734.00
900.4300	Other Equipment	.00	23,330.28	.00	23,330.28	46,669.72	33	.00
9999.9999	Assets Reclassified	(70,000.00)	(23,330.28)	.00	(23,330.28)	(46,669.72)	33	(24,734.00)
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 16 - Filtration Totals	\$1,301,825.00	\$89,471.43	\$60,803.22	\$351,156.13	\$889,865.65	32%	\$1,344,436.91
	Department 41 - General & Administrative							
	Personal Services							
400.101	Regular Pay	103,290.00	8,436.33	.00	35,036.15	68,253.85	34	100,218.34
401.103	Overtime	1,700.00	.00	.00	(9.50)	1,709.50	-1	1,773.38
405.114	FICA	7,540.00	625.03	.00	2,596.30	4,943.70	34	7,520.38
406.116	Retirement	11,650.00	978.04	.00	4,082.08	7,567.92	35	11,097.32
408.125	SCMIT Worker's Comp Ins.	1,500.00	.00	.00	950.31	549.69	63	1,288.94
410.001	Health Claims Cost	12,760.00	943.78	.00	3,775.12	8,984.88	30	12,133.76
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	1,862.61
	Personal Services Totals	\$143,440.00	\$10,983.18	\$0.00	\$46,430.46	\$97,009.54	32%	\$135,894.73
	Supplies							
500.101	Supplies and Materials	4,380.00	902.02	.00	1,936.13	2,443.87	44	4,630.45
500.102	Equipment	200.00	.00	.00	.00	200.00	0	239.84
500.103	Furniture	400.00	.00	.00	.00	400.00	0	688.72
501.101	Uniforms and Clothing	675.00	176.55	.00	309.03	365.97	46	411.06
	Supplies Totals	\$5,655.00	\$1,078.57	\$0.00	\$2,245.16	\$3,409.84	40%	\$5,970.07
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	35,000.00	.00	.00	13,819.10	21,180.90	39	26,618.68
610.111	Communications- Landline	4,080.00	349.37	.00	1,465.19	2,614.81	36	4,102.71
610.112	Postage	500.00	.00	.00	.00	500.00	0	462.57
610.1110	Communications- Wireless	3,120.00	203.65	.00	611.39	2,508.61	20	3,036.90
620.114	Advertising	500.00	.00	.00	.00	500.00	0	253.50
640.124	Travel Expense	435.00	.00	.00	50.67	384.33	12	.00



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.127	Electricity	2,134.00	.00	.00	760.67	1,373.33	36	2,328.37
650.128	Water	853.00	.00	.00	154.79	698.21	18	819.16
650.129	Wastewater	610.00	.00	.00	63.24	546.76	10	512.16
650.130	Sanitation	425.00	.00	.00	117.99	307.01	28	471.96
650.133	Stormwater	977.00	.00	.00	271.02	705.98	28	1,084.08
650.134	Security Lights	573.00	.00	.00	159.00	414.00	28	636.00
650.1271	Electricity- Sales Tax	94.00	.00	.00	37.37	56.63	40	103.64
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	10,178.59
660.139	Fleet Services Materials	2,000.00	.00	.00	2,165.82	(165.82)	108	2,022.03
660.145	Gasoline & Oil	1,100.00	288.68	.00	374.34	725.66	34	934.95
660.1391	Fleet Services Labor	2,000.00	161.28	.00	437.19	1,562.81	22	1,959.86
662.140	Building Repairs	.00	.00	.00	.00	.00	+++	3,000.00
670.156	Equipment Rental/Lease	3,020.00	233.08	.00	693.96	2,326.04	23	2,642.54
685.180	Membership Dues and Fees	1,350.00	.00	.00	360.00	990.00	27	1,004.00
685.182	Other Operating Expenses	1,000.00	75.00	.00	75.00	925.00	8	1,024.94
685.183	Depreciation	200.00	15.81	.00	63.28	136.72	32	189.84
685.186	Training	1,060.00	.00	.00	398.00	662.00	38	506.00
685.1801	Subscriptions	100.00	.00	.00	.00	100.00	0	.00
686.187	Professional Services	25.00	.00	.00	.00	25.00	0	23.28
686.189	Employee Medical	60.00	45.00	.00	45.00	15.00	75	45.00
686.195	Repair/Maint Svc Contract	6,520.00	204.21	.00	1,156.71	5,363.29	18	6,013.67
686.1895	Employee wellness services	480.00	48.88	.00	126.87	353.13	26	635.07
Other Services & Charges Totals		\$69,216.00	\$1,624.96	\$0.00	\$23,406.60	\$45,809.40	34%	\$70,609.50
Other Objects								
795.001	IT Internal Allocations	80,000.00	8,525.49	.00	29,685.77	50,314.23	37	101,532.26
Other Objects Totals		\$80,000.00	\$8,525.49	\$0.00	\$29,685.77	\$50,314.23	37%	\$101,532.26
Inter-Dept. Allocations								
795.999	Allocation G&A Services	(298,311.00)	(21,815.63)	.00	(100,374.39)	(197,936.61)	34	(308,444.88)
Inter-Dept. Allocations Totals		(\$298,311.00)	(\$21,815.63)	\$0.00	(\$100,374.39)	(\$197,936.61)	34%	(\$308,444.88)
Department 41 - General & Administrative Totals		\$0.00	\$396.57	\$0.00	\$1,393.60	(\$1,393.60)	+++	\$5,561.68
Department 42 - Engineering Services								
Personal Services								
400.101	Regular Pay	127,000.00	8,315.66	.00	28,906.51	98,093.49	23	46,880.07
405.114	FICA	9,150.00	582.72	.00	1,970.92	7,179.08	22	3,333.59
406.116	Retirement	14,300.00	959.24	.00	3,334.78	10,965.22	23	5,062.12
408.125	SCMIT Worker's Comp Ins.	500.00	.00	.00	.00	500.00	0	.00



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
410.001	Health Claims Cost	15,000.00	908.54	.00	3,634.16	11,365.84	24	5,451.24
	Personal Services Totals	\$165,950.00	\$10,766.16	\$0.00	\$37,846.37	\$128,103.63	23%	\$60,727.02
	Supplies							
500.101	Supplies and Materials	325.00	.00	.00	162.54	162.46	50	460.88
500.102	Equipment	2,000.00	.00	.00	.00	2,000.00	0	239.67
500.103	Furniture	900.00	.00	.00	.00	900.00	0	.00
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	392.69
501.101	Uniforms and Clothing	500.00	214.80	.00	214.80	285.20	43	260.21
515.121	Safety Supplies	200.00	.00	.00	.00	200.00	0	.00
515.124	Department Supplies	150.00	.00	.00	.00	150.00	0	.00
	Supplies Totals	\$4,575.00	\$214.80	\$0.00	\$377.34	\$4,197.66	8%	\$1,353.45
	Other Services & Charges							
610.112	Postage	150.00	.00	.00	21.22	128.78	14	133.08
610.1110	Communications- Wireless	1,560.00	.00	.00	.00	1,560.00	0	.00
620.114	Advertising	150.00	.00	.00	.00	150.00	0	.00
640.124	Travel Expense	925.00	.00	.00	.00	925.00	0	.00
685.180	Membership Dues and Fees	350.00	.00	.00	.00	350.00	0	220.00
685.184	Continuing Education	600.00	.00	.00	.00	600.00	0	.00
685.186	Training	900.00	.00	.00	.00	900.00	0	.00
686.187	Professional Services	10,000.00	.00	.00	1,306.47	8,693.53	13	8,079.57
686.189	Employee Medical	100.00	.00	.00	.00	100.00	0	.00
686.1895	Employee wellness services	500.00	.00	.00	.00	500.00	0	.00
	Other Services & Charges Totals	\$15,235.00	\$0.00	\$0.00	\$1,327.69	\$13,907.31	9%	\$8,432.65
	Other Objects							
735.122	Services Billed	.00	.00	.00	(28,570.44)	28,570.44	+++	(70,513.12)
	Other Objects Totals	\$0.00	\$0.00	\$0.00	(\$28,570.44)	\$28,570.44	+++	(\$70,513.12)
	Department 42 - Engineering Services Totals	\$185,760.00	\$10,980.96	\$0.00	\$10,980.96	\$174,779.04	6%	\$0.00
	EXPENSE TOTALS	\$2,509,440.00	\$248,560.87	(\$68,553.51)	\$820,606.19	\$1,757,387.32	30%	\$2,238,014.40
	Fund 0031 - Water Utility Fund Totals							
	REVENUE TOTALS	2,509,440.00	167,560.80	.00	717,838.75	1,791,601.25	29	1,896,105.37
	EXPENSE TOTALS	2,509,440.00	248,560.87	(68,553.51)	820,606.19	1,757,387.32	30	2,238,014.40
	Fund 0031 - Water Utility Fund Totals	\$0.00	(\$81,000.07)	\$68,553.51	(\$102,767.44)	\$34,213.93		(\$341,909.03)
	Fund 0032 - Wastewater Fund							
	REVENUE							
	Department 00 - Revenue							



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Operating Revenues							
301.000	Sale Of Utilities	2,200,000.00	190,072.39	.00	787,039.59	1,412,960.41	36	2,060,070.00
301.002	New Turn Ons	3,500.00	265.00	.00	1,145.00	2,355.00	33	3,155.00
301.009	New Service Taps	10,000.00	.00	.00	1,800.00	8,200.00	18	14,042.16
301.014	Fixed Charges - Andrews	120,000.00	20,239.60	.00	40,479.20	79,520.80	34	121,437.60
301.015	Fixed Charges - GCWSD	225,000.00	38,483.74	.00	76,967.48	148,032.52	34	230,902.44
301.016	Fixed Charges - COG	300,000.00	55,302.54	.00	110,605.08	189,394.92	37	331,815.24
301.017	Volume Charges - Andrews	280,000.00	43,603.34	.00	83,794.90	196,205.10	30	250,545.17
301.018	Volume Charges - GCWSD	350,000.00	72,043.04	.00	135,026.02	214,973.98	39	357,834.62
301.019	Volume Charges - COG	1,025,000.00	148,692.05	.00	300,565.79	724,434.21	29	1,269,021.54
301.026	Fixed- Elim Georgetown	(300,000.00)	(55,302.54)	.00	(110,605.08)	(189,394.92)	37	(331,815.24)
301.029	Volume-Elim-Georgetown	(1,025,000.00)	(148,692.05)	.00	(300,565.79)	(724,434.21)	29	(1,269,021.54)
302.001	Penalties	35,000.00	5,650.99	.00	13,697.33	21,302.67	39	34,038.49
303.006	Septic Tank Dumping	60,000.00	1,500.00	.00	3,525.00	56,475.00	6	14,350.00
	Operating Revenues Totals	\$3,283,500.00	\$371,858.10	\$0.00	\$1,143,474.52	\$2,140,025.48	35%	\$3,086,375.48
	Investment Earnings							
306.001	Investment Earnings	3,000.00	.00	.00	1,206.50	1,793.50	40	4,686.37
	Investment Earnings Totals	\$3,000.00	\$0.00	\$0.00	\$1,206.50	\$1,793.50	40%	\$4,686.37
	Impact Fees							
324.017	Wastewater Impact Fee	19,000.00	.00	.00	1,700.00	17,300.00	9	18,600.00
	Impact Fees Totals	\$19,000.00	\$0.00	\$0.00	\$1,700.00	\$17,300.00	9%	\$18,600.00
	Miscellaneous							
369.002	Miscellaneous Revenue	3,000.00	(3,500.00)	.00	(2,626.00)	5,626.00	-88	6,586.36
	Miscellaneous Totals	\$3,000.00	(\$3,500.00)	\$0.00	(\$2,626.00)	\$5,626.00	-88%	\$6,586.36
	Operating Transfers In							
394.002	Transfer from fund balance	(194,596.00)	.00	.00	.00	(194,596.00)	0	.00
	Operating Transfers In Totals	(\$194,596.00)	\$0.00	\$0.00	\$0.00	(\$194,596.00)	0%	\$0.00
	Department 00 - Revenue Totals	\$3,113,904.00	\$368,358.10	\$0.00	\$1,143,755.02	\$1,970,148.98	37%	\$3,116,248.21
	REVENUE TOTALS	\$3,113,904.00	\$368,358.10	\$0.00	\$1,143,755.02	\$1,970,148.98	37%	\$3,116,248.21
	EXPENSE							
	Department 18 - Wastewater Collections							
	Personal Services							
400.101	Regular Pay	253,350.00	15,122.11	.00	72,856.33	180,493.67	29	239,630.14
401.103	Overtime	12,000.00	13,110.49	.00	15,790.22	(3,790.22)	132	19,115.63
401.105	On-call pay	.00	333.32	.00	1,633.28	(1,633.28)	+++	.00
405.114	FICA	19,100.00	1,536.98	.00	5,776.83	13,323.17	30	17,808.64



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
406.116	Retirement	29,300.00	2,420.49	.00	9,196.99	20,103.01	31	27,306.01
408.125	SCMIT Worker's Comp Ins.	6,500.00	.00	.00	5,785.37	714.63	89	5,087.57
410.001	Health Claims Cost	70,600.00	4,484.08	.00	18,388.62	52,211.38	26	62,858.77
410.002	Health Claim Costs-Retire	90.00	.00	.00	.00	90.00	0	56.60
410.003	OPEB cost	3,000.00	.00	.00	.00	3,000.00	0	3,104.35
Personal Services Totals		\$393,940.00	\$37,007.47	\$0.00	\$129,427.64	\$264,512.36	33%	\$374,967.71
Supplies								
500.101	Supplies and Materials	8,200.00	1,063.69	.00	2,012.15	6,187.85	25	6,886.92
500.102	Equipment	11,650.00	1,213.05	.00	1,469.81	10,180.19	13	9,450.52
501.101	Uniforms and Clothing	8,900.00	339.83	.00	3,041.84	5,858.16	34	6,908.62
512.108	Chemicals	4,700.00	.00	.00	.00	4,700.00	0	5,038.73
513.112	Asphalt/Concrete/Gravel	20,600.00	6,159.47	16,120.53	17,838.35	(13,358.88)	165	28,159.07
514.111	WW Collection Syst Supply	6,400.00	.00	.00	1,998.99	4,401.01	31	7,458.16
515.121	Safety Supplies	900.00	.00	.00	.00	900.00	0	744.28
532.148	Small Hand Tools	510.00	148.73	.00	148.73	361.27	29	29.91
532.1481	Small Hand Tools - Maintenance	850.00	.00	.00	.00	850.00	0	1,128.71
Supplies Totals		\$62,710.00	\$8,924.77	\$16,120.53	\$26,509.87	\$20,079.60	68%	\$65,804.92
Other Services & Charges								
600.110	SCMIRF Property/Liab Ins	36,000.00	.00	.00	14,740.38	21,259.62	41	30,313.54
610.112	Postage	500.00	58.87	.00	212.27	287.73	42	133.98
610.1110	Communications- Wireless	2,160.00	176.96	.00	528.53	1,631.47	24	2,188.09
620.114	Advertising	500.00	.00	.00	.00	500.00	0	124.46
640.124	Travel Expense	750.00	10.67	.00	42.68	707.32	6	4,490.82
650.127	Electricity	66,445.00	.00	.00	17,272.03	49,172.97	26	69,499.42
650.133	Stormwater	628.00	.00	.00	174.15	453.85	28	696.60
650.134	Security Lights	1,309.00	.00	.00	363.00	946.00	28	1,452.00
650.1271	Electricity- Sales Tax	2,871.00	.00	.00	644.90	2,226.10	22	2,865.52
660.133	Repairs & Maint. Services	60,000.00	7,363.06	.00	21,873.29	38,126.71	36	110,770.02
660.139	Fleet Services Materials	16,000.00	.00	.00	10,457.49	5,542.51	65	14,651.92
660.145	Gasoline & Oil	20,000.00	3,095.98	.00	4,382.87	15,617.13	22	17,538.08
660.1391	Fleet Services Labor	24,000.00	1,829.52	.00	7,484.29	16,515.71	31	22,815.45
670.156	Equipment Rental/Lease	6,000.00	.00	.00	.00	6,000.00	0	9,822.77
685.180	Membership Dues and Fees	525.00	.00	.00	70.00	455.00	13	225.00
685.182	Other Operating Expenses	7,700.00	648.61	.00	2,516.80	5,183.20	33	6,866.82
685.183	Depreciation	283,990.00	21,483.00	.00	85,932.03	198,057.97	30	254,632.20
685.186	Training	1,400.00	242.50	.00	640.50	759.50	46	161.79



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
685.187	Special Projects	.00	.00	.00	.00	.00	+++	15,311.61
686.187	Professional Services	5,500.00	.00	.00	127.50	5,372.50	2	.00
686.189	Employee Medical	480.00	60.00	.00	120.00	360.00	25	275.00
686.191	Contract Services/Studies	2,040.00	275.94	.00	960.93	1,079.07	47	1,869.82
686.195	Repair/Maint Svc Contract	6,300.00	204.21	.00	612.59	5,687.41	10	2,666.07
686.199	Internal Engineering	.00	.00	.00	2,857.04	(2,857.04)	+++	7,051.31
686.1895	Employee wellness services	2,700.00	297.56	.00	772.35	1,927.65	29	3,763.58
687.202	Utility Billing Services	6,000.00	626.49	.00	2,488.05	3,511.95	41	5,395.20
Other Services & Charges Totals		\$553,798.00	\$36,373.37	\$0.00	\$175,273.67	\$378,524.33	32%	\$585,581.07
Other Objects								
702.106	Interest- Bonds	7,361.00	619.65	.00	2,493.48	4,867.52	34	7,716.95
702.110	Bond Principal	18,978.00	1,575.27	.00	6,286.20	12,691.80	33	18,622.09
720.001	Provision for Bad Debts	7,500.00	.00	.00	.00	7,500.00	0	9,335.02
795.995	GF Cost Distribution	70,000.00	.00	.00	.00	70,000.00	0	69,414.96
7999.9999	Principal Reclassified	(18,978.00)	.00	.00	.00	(18,978.00)	0	(18,622.09)
Other Objects Totals		\$84,861.00	\$2,194.92	\$0.00	\$8,779.68	\$76,081.32	10%	\$86,466.93
Inter-Dept. Allocations								
795.999	Allocation G&A Services	70,000.00	5,453.91	.00	25,093.61	44,906.39	36	77,111.22
Inter-Dept. Allocations Totals		\$70,000.00	\$5,453.91	\$0.00	\$25,093.61	\$44,906.39	36%	\$77,111.22
Capital Outlay								
900.906	SCDOT US 17/521 Improvements	.00	.00	(8,390.10)	.00	8,390.10	+++	727,048.86
900.911	Sewer Improvement Projects	.00	.00	(16,351.13)	14,871.13	171,480.00	-1	184,693.22
900.915	CIP Projects - Current Year	305,000.00	.00	.00	.00	.00	+++	.00
900.3700	Wastewater Collection Sys	.00	.00	(7,311.69)	1,316.53	5,995.16	+++	134,672.33
900.4200	Heavy Equipment	.00	.00	103,472.00	.00	(3,472.00)	103	.00
900.4300	Other Equipment	.00	.00	10,516.76	.00	24,483.24	30	.00
9999.9999	Assets Reclassified	(305,000.00)	(246,200.20)	.00	(16,187.66)	(288,812.34)	5	(1,052,083.61)
Capital Outlay Totals		\$0.00	(\$246,200.20)	\$81,935.84	\$0.00	(\$81,935.84)	+++	(\$5,669.20)
Department 18 - Wastewater Collections Totals		\$1,165,309.00	(\$156,245.76)	\$98,056.37	\$365,084.47	\$702,168.16	40%	\$1,184,262.65
Department 34 - Regional Wastewater Plant								
Personal Services								
400.101	Regular Pay	222,900.00	22,627.01	.00	95,035.98	127,864.02	43	237,930.09
401.103	Overtime	10,000.00	2,886.12	.00	8,245.07	1,754.93	82	9,195.09
401.105	On-call pay	.00	533.32	.00	2,133.28	(2,133.28)	+++	.00
405.114	FICA	16,200.00	1,747.03	.00	7,283.31	8,916.69	45	17,266.46
406.116	Retirement	24,900.00	2,784.88	.00	11,710.57	13,189.43	47	26,460.44



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
408.125	SCMIT Worker's Comp Ins.	2,000.00	.00	.00	1,253.15	746.85	63	1,478.03
410.001	Health Claims Cost	50,400.00	4,919.30	.00	19,378.27	31,021.73	38	48,509.33
Personal Services Totals		\$326,400.00	\$35,497.66	\$0.00	\$145,039.63	\$181,360.37	44%	\$340,839.44
Supplies								
500.101	Supplies and Materials	5,500.00	751.03	.00	2,339.34	3,160.66	43	7,979.33
500.102	Equipment	6,550.00	.00	.00	4,637.51	1,912.49	71	4,643.79
501.101	Uniforms and Clothing	4,250.00	817.32	.00	1,991.55	2,258.45	47	3,661.18
512.108	Chemicals	88,400.00	8,667.00	41,151.71	18,293.29	28,955.00	67	102,699.10
512.109	Laboratory Supplies	18,000.00	1,318.77	.00	5,058.40	12,941.60	28	19,059.05
515.121	Safety Supplies	1,200.00	.00	.00	.00	1,200.00	0	1,001.16
532.148	Small Hand Tools	510.00	.00	.00	.00	510.00	0	832.78
Supplies Totals		\$124,410.00	\$11,554.12	\$41,151.71	\$32,320.09	\$50,938.20	59%	\$139,876.39
Other Services & Charges								
515.129	Permit Fees Due To Others	8,100.00	.00	.00	4,867.37	3,232.63	60	8,077.37
600.110	SCMIRF Property/Liab Ins	15,000.00	.00	.00	6,189.81	8,810.19	41	11,922.96
610.111	Communications- Landline	2,520.00	188.87	.00	925.35	1,594.65	37	2,200.81
610.112	Postage	500.00	.00	.00	42.92	457.08	9	102.82
610.1110	Communications- Wireless	900.00	34.49	.00	112.20	787.80	12	887.82
620.114	Advertising	500.00	.00	.00	.00	500.00	0	156.00
640.124	Travel Expense	1,950.00	.00	.00	.00	1,950.00	0	221.43
650.127	Electricity	291,970.00	.00	.00	74,654.48	217,315.52	26	315,706.80
650.128	Water	1,432.00	.00	.00	225.01	1,206.99	16	1,305.04
650.130	Sanitation	2,835.00	.00	.00	786.39	2,048.61	28	3,145.56
650.133	Stormwater	824.00	.00	.00	228.63	595.37	28	914.52
650.134	Security Lights	3,753.00	.00	.00	1,041.00	2,712.00	28	4,164.00
650.1271	Electricity- Sales Tax	13,731.00	.00	.00	3,232.83	10,498.17	24	14,187.35
660.133	Repairs & Maint. Services	86,000.00	9,871.18	127,372.44	17,625.19	66,002.37	69	118,054.75
660.139	Fleet Services Materials	5,000.00	.00	.00	1,990.45	3,009.55	40	4,181.32
660.145	Gasoline & Oil	4,600.00	416.03	.00	502.13	4,097.87	11	3,408.53
660.1391	Fleet Services Labor	3,200.00	84.94	.00	572.53	2,627.47	18	2,455.70
670.156	Equipment Rental/Lease	3,820.00	205.10	.00	808.95	3,011.05	21	3,062.69
685.180	Membership Dues and Fees	385.00	70.00	.00	140.00	245.00	36	320.00
685.182	Other Operating Expenses	2,000.00	356.86	5,266.00	356.86	(3,622.86)	281	1,548.00
685.186	Training	1,830.00	.00	.00	255.00	1,575.00	14	1,724.88
685.190	Landfill Fees	42,120.00	1,361.61	.00	1,771.47	40,348.53	4	27,986.11
686.186	Legal Services	1,000.00	.00	.00	.00	1,000.00	0	.00



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
686.187	Professional Services	62,810.00	30,245.83	19,280.00	30,804.37	12,725.63	80	61,515.88
686.189	Employee Medical	400.00	.00	.00	.00	400.00	0	170.00
686.195	Repair/Maint Svc Contract	4,740.00	204.09	.00	1,427.00	3,313.00	30	4,107.51
686.199	Internal Engineering	.00	.00	.00	5,714.09	(5,714.09)	+++	14,102.62
686.1895	Employee wellness services	820.00	64.45	.00	167.29	652.71	20	985.30
Other Services & Charges Totals		\$562,740.00	\$43,103.45	\$151,918.44	\$154,441.32	\$381,380.24	45%	\$606,615.77
Other Objects								
702.106	Interest- Bonds	231,240.00	18,719.68	.00	74,878.70	156,361.30	32	196,775.10
702.110	Bond Principal	544,746.00	.00	.00	.00	544,746.00	0	513,311.88
703.109	Agents Fee	4,500.00	1,250.00	.00	2,862.50	1,637.50	64	5,843.75
795.995	GF Cost Distribution	46,500.00	.00	.00	.00	46,500.00	0	46,393.44
7999.9999	Principal Reclassified	(544,746.00)	.00	.00	.00	(544,746.00)	0	(705,544.34)
Other Objects Totals		\$282,240.00	\$19,969.68	\$0.00	\$77,741.20	\$204,498.80	28%	\$56,779.83
Inter-Dept. Allocations								
795.999	Allocation G&A Services	107,590.00	5,453.91	.00	25,093.61	82,496.39	23	77,111.22
Inter-Dept. Allocations Totals		\$107,590.00	\$5,453.91	\$0.00	\$25,093.61	\$82,496.39	23%	\$77,111.22
Capital Outlay								
900.909	Headworks Modifications - Phase I	.00	.00	.00	.00	.00	+++	731,596.09
900.910	SBR Reactor #3 Modifications	845,000.00	709,367.80	(861,607.27)	861,607.27	1,195,000.00	0	543,644.59
900.915	CIP Projects - Current Year	350,000.00	.00	.00	.00	.00	+++	.00
9999.9999	Assets Reclassified	(1,195,000.00)	.00	.00	.00	(1,195,000.00)	0	(1,269,571.48)
Capital Outlay Totals		\$0.00	\$709,367.80	(\$861,607.27)	\$861,607.27	\$0.00	+++	\$5,669.20
Sub Department 17 - Wastewater Treatment								
Personal Services								
410.003	OPEB cost	2,000.00	.00	.00	.00	2,000.00	0	4,966.96
Personal Services Totals		\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$4,966.96
Other Services & Charges								
685.183	Depreciation	543,215.00	44,318.88	.00	177,275.23	365,939.77	33	533,700.65
Other Services & Charges Totals		\$543,215.00	\$44,318.88	\$0.00	\$177,275.23	\$365,939.77	33%	\$533,700.65
Sub Department 17 - Wastewater Treatment Totals		\$545,215.00	\$44,318.88	\$0.00	\$177,275.23	\$367,939.77	33%	\$538,667.61
Department 34 - Regional Wastewater Plant Totals		\$1,948,595.00	\$869,265.50	(\$668,537.12)	\$1,473,518.35	\$1,268,613.77	39%	\$1,765,559.46
EXPENSE TOTALS		\$3,113,904.00	\$713,019.74	(\$570,480.75)	\$1,838,602.82	\$1,970,781.93	39%	\$2,949,822.11
Fund 0032 - Wastewater Fund Totals								
REVENUE TOTALS		3,113,904.00	368,358.10	.00	1,143,755.02	1,970,148.98	37	3,116,248.21
EXPENSE TOTALS		3,113,904.00	713,019.74	(570,480.75)	1,838,602.82	1,970,781.93	39	2,949,822.11



Budget Performance Report

Fiscal Year to Date 10/31/16

17.K.4

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 0032 - Wastewater Fund Totals		\$0.00	(\$344,661.64)	\$570,480.75	(\$694,847.80)	(\$632.95)		\$166,426.10
Fund 0033 - Stormwater Utility Fund								
REVENUE								
Department 00 - Revenue								
Operating Revenues								
301.000	Sale Of Utilities	500,000.00	40,895.58	.00	163,840.72	336,159.28	33	491,262.64
302.001	Penalties	6,000.00	551.92	.00	2,144.07	3,855.93	36	6,613.56
Operating Revenues Totals		\$506,000.00	\$41,447.50	\$0.00	\$165,984.79	\$340,015.21	33%	\$497,876.20
Investment Earnings								
361.001	Investment Earnings	3,500.00	.00	.00	2,635.22	864.78	75	8,477.93
Investment Earnings Totals		\$3,500.00	\$0.00	\$0.00	\$2,635.22	\$864.78	75%	\$8,477.93
Miscellaneous								
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	+++	.07
Miscellaneous Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.07
Capital Contributions								
371.002	Capital Contrib-Grants	.00	9,800.00	.00	9,800.00	(9,800.00)	+++	19,800.00
Capital Contributions Totals		\$0.00	\$9,800.00	\$0.00	\$9,800.00	(\$9,800.00)	+++	\$19,800.00
Operating Transfers In								
394.002	Transfer from fund balance	402,311.00	.00	.00	.00	402,311.00	0	.00
Operating Transfers In Totals		\$402,311.00	\$0.00	\$0.00	\$0.00	\$402,311.00	0%	\$0.00
Department 00 - Revenue Totals		\$911,811.00	\$51,247.50	\$0.00	\$178,420.01	\$733,390.99	20%	\$526,154.20
REVENUE TOTALS		\$911,811.00	\$51,247.50	\$0.00	\$178,420.01	\$733,390.99	20%	\$526,154.20
EXPENSE								
Department 40 - Storm Water Utility Exp.								
Personal Services								
400.101	Regular Pay	197,400.00	15,676.94	.00	70,217.77	127,182.23	36	187,633.65
401.103	Overtime	6,000.00	8,920.02	.00	10,504.23	(4,504.23)	175	12,802.92
401.105	On-call pay	.00	200.00	.00	500.00	(500.00)	+++	.00
405.114	FICA	14,600.00	1,431.95	.00	5,339.35	9,260.65	37	13,751.57
406.116	Retirement	22,500.00	2,334.44	.00	8,823.74	13,676.26	39	21,278.76
408.125	SCMIT Worker's Comp Ins.	7,000.00	.00	.00	3,957.86	3,042.14	57	5,011.73
410.001	Health Claims Cost	50,000.00	4,045.00	.00	15,804.40	34,195.60	32	46,650.19
410.002	Health Claim Costs-Retire	13,250.00	3,209.96	.00	7,495.64	5,754.36	57	10,456.46
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	4,346.09
Personal Services Totals		\$314,750.00	\$35,818.31	\$0.00	\$122,642.99	\$192,107.01	39%	\$301,931.37
Supplies								



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
500.101	Supplies and Materials	2,660.00	.00	.00	203.41	2,456.59	8	2,021.73
500.102	Equipment	5,600.00	1,803.34	70.19	1,803.34	3,726.47	33	513.51
501.101	Uniforms and Clothing	4,750.00	167.16	.00	1,775.53	2,974.47	37	4,485.88
513.112	Asphalt/Concrete/Gravel	5,460.00	.00	.00	.00	5,460.00	0	3,015.94
514.112	SW Collection Syst Supply	5,500.00	.00	.00	(163.00)	5,663.00	-3	6,964.61
515.121	Safety Supplies	600.00	.00	.00	.00	600.00	0	258.94
532.148	Small Hand Tools	230.00	.00	.00	28.91	201.09	13	.00
	Supplies Totals	\$24,800.00	\$1,970.50	\$70.19	\$3,648.19	\$21,081.62	15%	\$17,260.61
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	6,000.00	.00	.00	2,389.55	3,610.45	40	4,602.81
610.111	Communications- Landline	1,200.00	96.66	.00	433.40	766.60	36	1,138.19
610.112	Postage	100.00	20.30	.00	107.40	(7.40)	107	29.00
610.1110	Communications- Wireless	660.00	53.22	.00	159.78	500.22	24	547.06
620.114	Advertising	250.00	351.00	.00	351.00	(101.00)	140	2.57
640.124	Travel Expense	390.00	.00	.00	21.34	368.66	5	339.80
650.127	Electricity	1,587.00	.00	.00	342.83	1,244.17	22	1,907.97
650.128	Water	319.00	.00	.00	87.54	231.46	27	365.16
650.129	Wastewater	170.00	.00	.00	47.04	122.96	28	188.16
650.134	Security Lights	865.00	.00	.00	240.00	625.00	28	960.00
650.1271	Electricity- Sales Tax	30.00	.00	.00	3.99	26.01	13	25.24
660.133	Repairs & Maint. Services	14,750.00	3,519.22	.00	4,201.31	10,548.69	28	17,413.60
660.139	Fleet Services Materials	11,000.00	.00	.00	3,826.18	7,173.82	35	11,004.34
660.145	Gasoline & Oil	10,000.00	2,912.57	.00	4,159.70	5,840.30	42	8,192.12
660.1391	Fleet Services Labor	25,000.00	1,914.46	.00	6,076.84	18,923.16	24	23,960.51
670.156	Equipment Rental/Lease	280.00	.00	.00	.00	280.00	0	.00
685.180	Membership Dues and Fees	190.00	.00	.00	.00	190.00	0	25.00
685.182	Other Operating Expenses	2,400.00	280.29	.00	961.87	1,438.13	40	2,383.38
685.183	Depreciation	411,050.00	34,280.65	.00	136,416.53	274,633.47	33	396,896.42
685.186	Training	150.00	52.50	.00	52.50	97.50	35	51.00
686.187	Professional Services	2,500.00	.00	.00	.00	2,500.00	0	2,312.39
686.189	Employee Medical	300.00	.00	.00	.00	300.00	0	559.00
686.195	Repair/Maint Svc Contract	3,370.00	204.09	.00	1,414.86	1,955.14	42	2,456.31
686.199	Internal Engineering	.00	.00	.00	5,714.09	(5,714.09)	+++	14,102.62
686.1895	Employee wellness services	2,100.00	203.56	.00	528.36	1,571.64	25	2,553.98
687.202	Utility Billing Services	2,200.00	216.02	.00	857.93	1,342.07	39	1,860.44
687.203	Contract Services	2,000.00	.00	.00	.00	2,000.00	0	1,824.00



Budget Performance Report

Fiscal Year to Date 10/31/16

17.K.4

		Adopted	Current Month	YTD	YTD	Budget - YTD	% used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Other Services & Charges Totals	\$498,861.00	\$44,104.54	\$0.00	\$168,394.04	\$330,466.96	34%	\$495,701.07
	Other Objects							
720.001	Provision for Bad Debts	1,400.00	.00	.00	.00	1,400.00	0	1,579.23
795.995	GF Cost Distribution	42,000.00	.00	.00	.00	42,000.00	0	41,360.52
	Other Objects Totals	\$43,400.00	\$0.00	\$0.00	\$0.00	\$43,400.00	0%	\$42,939.75
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	30,000.00	2,181.55	.00	10,037.39	19,962.61	33	30,844.41
	Inter-Dept. Allocations Totals	\$30,000.00	\$2,181.55	\$0.00	\$10,037.39	\$19,962.61	33%	\$30,844.41
	Capital Outlay							
900.912	Oakley Street Improvements	.00	.00	.00	.00	.00	+++	13,122.51
900.915	CIP Projects - Current Year	1,752,300.00	.00	.00	.00	.00	+++	.00
900.1000	Infrastructure Improvemts	.00	.00	(14,191.69)	8,196.53	1,533,295.16	0	68,585.82
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	21,847.00
900.4200	Heavy Equipment	.00	.00	99,894.49	85,317.00	39,788.51	82	.00
900.4300	Other Equipment	.00	.00	.00	.00	.00	+++	23,448.41
950.962	Drainage Improvements	.00	.00	(3,042.50)	3,042.50	.00	+++	27,187.50
9999.9999	Assets Reclassified	(1,752,300.00)	(19,334.10)	.00	(86,633.53)	(1,665,666.47)	5	(154,191.24)
	Capital Outlay Totals	\$0.00	(\$19,334.10)	\$82,660.30	\$9,922.50	(\$92,582.80)	+++	\$0.00
	Department 40 - Storm Water Utility Exp. Totals	\$911,811.00	\$64,740.80	\$82,730.49	\$314,645.11	\$514,435.40	44%	\$888,677.21
	EXPENSE TOTALS	\$911,811.00	\$64,740.80	\$82,730.49	\$314,645.11	\$514,435.40	44%	\$888,677.21
	Fund 0033 - Stormwater Utility Fund Totals							
	REVENUE TOTALS	911,811.00	51,247.50	.00	178,420.01	733,390.99	20	526,154.20
	EXPENSE TOTALS	911,811.00	64,740.80	82,730.49	314,645.11	514,435.40	44	888,677.21
	Fund 0033 - Stormwater Utility Fund Totals	\$0.00	(\$13,493.30)	(\$82,730.49)	(\$136,225.10)	\$218,955.59		(\$362,523.01)
	Fund 0035 - Waste Management Fund							
	REVENUE							
	Department 00 - Revenue							
	Charges for Services							
344.001	Refuse Col Chge-Resident	780,000.00	64,961.00	.00	258,799.00	521,201.00	33	759,010.63
344.002	Refuse Col Chge-Comm	125,000.00	10,775.96	.00	44,121.77	80,878.23	35	128,590.53
344.003	Sanitation Fee Penalties	15,000.00	1,416.11	.00	5,746.88	9,253.12	38	15,897.93
	Charges for Services Totals	\$920,000.00	\$77,153.07	\$0.00	\$308,667.65	\$611,332.35	34%	\$903,499.09
	Miscellaneous							
369.002	Miscellaneous Revenue	200.00	81.00	.00	81.00	119.00	40	189.00
	Miscellaneous Totals	\$200.00	\$81.00	\$0.00	\$81.00	\$119.00	40%	\$189.00



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Operating Transfers In							
394.002	Transfer from fund balance	(47,291.00)	.00	.00	.00	(47,291.00)	0	.00
	Operating Transfers In Totals	(\$47,291.00)	\$0.00	\$0.00	\$0.00	(\$47,291.00)	0%	\$0.00
	Department 00 - Revenue Totals	\$872,909.00	\$77,234.07	\$0.00	\$308,748.65	\$564,160.35	35%	\$903,688.09
	REVENUE TOTALS	\$872,909.00	\$77,234.07	\$0.00	\$308,748.65	\$564,160.35	35%	\$903,688.09
	EXPENSE							
	Department 25 - Keep Georgetown Beautiful							
	Personal Services							
400.101	Regular Pay	.00	.00	.00	.00	.00	+++	747.88
405.114	FICA	.00	.00	.00	.00	.00	+++	57.21
406.116	Retirement	.00	.00	.00	.00	.00	+++	81.52
	Personal Services Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$886.61
	Department 25 - Keep Georgetown Beautiful Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$886.61
	Department 31 - Residential Sanitation							
	Personal Services							
400.101	Regular Pay	202,000.00	19,018.22	.00	64,110.66	137,889.34	32	200,757.63
401.103	Overtime	20,460.00	10,269.95	.00	16,586.58	3,873.42	81	18,860.63
401.109	Seasonal City employee labor	58,000.00	.00	.00	.00	58,000.00	0	.00
405.114	FICA	15,560.00	1,794.78	.00	5,263.54	10,296.46	34	15,299.74
406.116	Retirement	23,760.00	2,896.48	.00	8,662.83	15,097.17	36	23,401.03
408.125	SCMIT Worker's Comp Ins.	15,000.00	.00	.00	13,765.80	1,234.20	92	17,878.08
410.001	Health Claims Cost	46,200.00	4,096.28	.00	13,755.92	32,444.08	30	43,847.10
410.002	Health Claim Costs-Retire	14,300.00	2,110.88	.00	5,277.20	9,022.80	37	8,238.48
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	5,587.83
	Personal Services Totals	\$400,280.00	\$40,186.59	\$0.00	\$127,422.53	\$272,857.47	32%	\$333,870.52
	Supplies							
500.101	Supplies and Materials	1,500.00	599.43	.00	1,491.36	8.64	99	3,823.18
501.101	Uniforms and Clothing	19,000.00	1,523.91	1,278.21	5,997.65	11,724.14	38	26,924.95
515.121	Safety Supplies	2,000.00	86.22	.00	784.77	1,215.23	39	1,601.85
	Supplies Totals	\$22,500.00	\$2,209.56	\$1,278.21	\$8,273.78	\$12,948.01	42%	\$32,349.98
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	26,000.00	.00	.00	11,515.92	14,484.08	44	22,182.24
610.111	Communications- Landline	300.00	11.86	.00	47.35	252.65	16	140.05
610.112	Postage	150.00	41.10	.00	148.18	1.82	99	39.01
610.1110	Communications- Wireless	500.00	.00	.00	.00	500.00	0	.00
620.114	Advertising	2,100.00	.00	.00	.00	2,100.00	0	1,362.09



Budget Performance Report

Fiscal Year to Date 10/31/16

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
650.127	Electricity	881.00	.00	.00	304.48	576.52	35	1,026.28
650.128	Water	364.00	.00	.00	99.66	264.34	27	401.96
650.129	Wastewater	563.00	.00	.00	154.18	408.82	27	621.60
650.130	Sanitation	399.00	.00	.00	110.76	288.24	28	443.04
650.133	Stormwater	326.00	.00	.00	90.45	235.55	28	361.80
650.134	Security Lights	475.00	.00	.00	131.67	343.33	28	526.68
650.1271	Electricity- Sales Tax	3.00	.00	.00	1.11	1.89	37	4.21
660.133	Repairs & Maint. Services	4,000.00	.00	.00	.00	4,000.00	0	2,246.67
660.136	Container Repairs	5,000.00	.00	.00	.00	5,000.00	0	5,202.65
660.139	Fleet Services Materials	50,000.00	.00	.00	4,895.33	45,104.67	10	66,644.96
660.145	Gasoline & Oil	32,000.00	6,000.10	.00	8,370.75	23,629.25	26	34,733.25
660.1362	Roll-Out Purchases	20,000.00	7,270.47	.00	12,958.21	7,041.79	65	29,328.93
660.1391	Fleet Services Labor	64,500.00	5,067.47	.00	15,362.64	49,137.36	24	75,766.75
660.1392	Fleet Svcs- Outside Vends	2,000.00	.00	.00	398.75	1,601.25	20	2,158.75
685.182	Other Operating Expenses	2,500.00	259.45	.00	1,006.72	1,493.28	40	3,044.39
685.183	Depreciation	69,020.00	3,777.07	.00	21,187.97	47,832.03	31	56,275.31
685.190	Landfill Fees	26,000.00	.00	.00	231.87	25,768.13	1	22,775.80
686.189	Employee Medical	1,800.00	45.00	.00	45.00	1,755.00	2	480.00
686.195	Repair/Maint Svc Contract	2,800.00	192.50	.00	577.50	2,222.50	21	4,035.00
686.1895	Employee wellness services	3,000.00	512.94	.00	1,331.38	1,668.62	44	5,924.35
687.202	Utility Billing Services	4,000.00	437.29	.00	1,736.69	2,263.31	43	3,765.83
687.203	Contract Services	5,000.00	5,137.81	9,834.33	20,536.53	(25,370.86)	607	1,512.00
Other Services & Charges Totals		\$323,681.00	\$28,753.06	\$9,834.33	\$101,243.10	\$212,603.57	34%	\$341,003.60
Other Objects								
720.001	Provision for Bad Debts	1,500.00	.00	.00	.00	1,500.00	0	5,396.55
720.005	Loss on Asset Disposal	.00	.00	.00	115,122.10	(115,122.10)	+++	.00
730.120	Recycling Labor	37,000.00	2,650.72	9,310.53	5,689.47	22,000.00	41	33,760.52
730.122	Recycling Operating	12,000.00	799.64	.00	2,663.84	9,336.16	22	9,050.56
795.001	IT Internal Allocations	7,000.00	587.96	.00	2,047.29	4,952.71	29	6,205.52
795.995	GF Cost Distribution	77,200.00	.00	.00	.00	77,200.00	0	77,175.96
7999.9999	Principal Reclassified	(48,252.00)	.00	.00	.00	(48,252.00)	0	.00
Other Objects Totals		\$86,448.00	\$4,038.32	\$9,310.53	\$125,522.70	(\$48,385.23)	156%	\$131,589.11
Capital Outlay								
900.4100	Vehicles	40,000.00	.00	.00	.00	40,000.00	0	.00
900.4200	Heavy Equipment	140,000.00	.00	140,439.00	.00	(439.00)	100	321,077.00
900.4300	Other Equipment	38,500.00	.00	.00	.00	38,500.00	0	.00



Budget Performance Report

Fiscal Year to Date 10/31/16

17.K.4

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
9999.9999	Assets Reclassified	(178,500.00)	.00	.00	.00	(178,500.00)	0	(321,077.00)
	Capital Outlay Totals	\$40,000.00	\$0.00	\$140,439.00	\$0.00	(\$100,439.00)	351%	\$0.00
	Department 31 - Residential Sanitation Totals	\$872,909.00	\$75,187.53	\$160,862.07	\$362,462.11	\$349,584.82	60%	\$838,813.21
	EXPENSE TOTALS	\$872,909.00	\$75,187.53	\$160,862.07	\$362,462.11	\$349,584.82	60%	\$839,699.82
	Fund 0035 - Waste Management Fund Totals							
	REVENUE TOTALS	872,909.00	77,234.07	.00	308,748.65	564,160.35	35	903,688.09
	EXPENSE TOTALS	872,909.00	75,187.53	160,862.07	362,462.11	349,584.82	60	839,699.82
	Fund 0035 - Waste Management Fund Totals	\$0.00	\$2,046.54	(\$160,862.07)	(\$53,713.46)	\$214,575.53		\$63,988.27
	Fund 0081 - Governmental Cap Assets							
	EXPENSE							
	Department 01 - Administration							
	Other Services & Charges							
685.183	Depreciation	.00	36,080.45	.00	145,866.52	(145,866.52)	+++	497,848.50
	Other Services & Charges Totals	\$0.00	\$36,080.45	\$0.00	\$145,866.52	(\$145,866.52)	+++	\$497,848.50
	Capital Outlay							
900.0000	Capital Outlay Eliminatio	.00	.00	.00	(1,406.25)	1,406.25	+++	(263,028.77)
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	(\$1,406.25)	\$1,406.25	+++	(\$263,028.77)
	Department 01 - Administration Totals	\$0.00	\$36,080.45	\$0.00	\$144,460.27	(\$144,460.27)	+++	\$234,819.73
	Department 05 - Police							
	Other Services & Charges							
685.183	Depreciation	.00	37,975.23	.00	152,759.11	(152,759.11)	+++	436,383.06
	Other Services & Charges Totals	\$0.00	\$37,975.23	\$0.00	\$152,759.11	(\$152,759.11)	+++	\$436,383.06
	Other Objects							
720.005	Loss on Asset Disposal	.00	.00	.00	1,702.67	(1,702.67)	+++	.00
	Other Objects Totals	\$0.00	\$0.00	\$0.00	\$1,702.67	(\$1,702.67)	+++	\$0.00
	Capital Outlay							
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	+++	(93,896.59)
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$93,896.59)
	Department 05 - Police Totals	\$0.00	\$37,975.23	\$0.00	\$154,461.78	(\$154,461.78)	+++	\$342,486.47
	Department 12 - Public Works							
	Other Services & Charges							
685.183	Depreciation	.00	10,489.87	.00	42,057.56	(42,057.56)	+++	142,193.75
	Other Services & Charges Totals	\$0.00	\$10,489.87	\$0.00	\$42,057.56	(\$42,057.56)	+++	\$142,193.75
	Capital Outlay							
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	+++	(23,977.00)



Budget Performance Report

Fiscal Year to Date 10/31/16

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$23,977.00)
	Department 12 - Public Works Totals	\$0.00	\$10,489.87	\$0.00	\$42,057.56	(\$42,057.56)	+++	\$118,216.75
	EXPENSE TOTALS	\$0.00	\$84,545.55	\$0.00	\$340,979.61	(\$340,979.61)	+++	\$695,522.95
	Fund 0081 - Governmental Cap Assets Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	.00	84,545.55	.00	340,979.61	(340,979.61)	+++	695,522.95
	Fund 0081 - Governmental Cap Assets Totals	\$0.00	(\$84,545.55)	\$0.00	(\$340,979.61)	\$340,979.61		(\$695,522.95)
	Fund 0086 - Seized and Forfeited							
	REVENUE							
	Department 00 - Revenue							
	Fines and Forfeitures							
367.000	Drug Enforcement Revenue	2,000.00	.00	.00	.00	2,000.00	0	35,241.11
	Fines and Forfeitures Totals	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$35,241.11
	Operating Transfers In							
394.002	Transfer from fund balance	31,000.00	.00	.00	.00	31,000.00	0	.00
	Operating Transfers In Totals	\$31,000.00	\$0.00	\$0.00	\$0.00	\$31,000.00	0%	\$0.00
	Department 00 - Revenue Totals	\$33,000.00	\$0.00	\$0.00	\$0.00	\$33,000.00	0%	\$35,241.11
	REVENUE TOTALS	\$33,000.00	\$0.00	\$0.00	\$0.00	\$33,000.00	0%	\$35,241.11
	EXPENSE							
	Department 05 - Police							
	Supplies							
500.101	Supplies and Materials	250.00	.00	.00	254.40	(4.40)	102	.00
501.101	Uniforms and Clothing	800.00	.00	.00	6.44	793.56	1	315.08
	Supplies Totals	\$1,050.00	\$0.00	\$0.00	\$260.84	\$789.16	25%	\$315.08
	Other Services & Charges							
610.1110	Communications- Wireless	500.00	.00	.00	.00	500.00	0	.00
640.124	Travel Expense	1,000.00	.00	.00	380.34	619.66	38	918.32
660.133	Repairs & Maint. Services	5,000.00	.00	.00	.00	5,000.00	0	108.08
660.134	Radio Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
660.145	Gasoline & Oil	200.00	.00	.00	63.97	136.03	32	118.71
685.180	Membership Dues and Fees	1,250.00	.00	.00	.00	1,250.00	0	951.00
685.182	Other Operating Expenses	6,000.00	.00	.00	.00	6,000.00	0	.00
685.186	Training	1,000.00	.00	.00	.00	1,000.00	0	.00
685.191	Canine Unit Operations	5,000.00	.00	.00	3,420.14	1,579.86	68	8,483.15
686.194	Other Prof/Tech Services	10,000.00	.00	.00	1,000.00	9,000.00	10	4,000.00



Budget Performance Report

Fiscal Year to Date 10/31/16

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		Adopted	Current Month	YTD	YTD	Budget - YTD	% used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Other Services & Charges Totals	\$31,950.00	\$0.00	\$0.00	\$4,864.45	\$27,085.55	15%	\$14,579.26
	Department 05 - Police Totals	\$33,000.00	\$0.00	\$0.00	\$5,125.29	\$27,874.71	16%	\$14,894.34
	EXPENSE TOTALS	\$33,000.00	\$0.00	\$0.00	\$5,125.29	\$27,874.71	16%	\$14,894.34
	Fund 0086 - Seized and Forfeited Totals							
	REVENUE TOTALS	33,000.00	.00	.00	.00	33,000.00	0	35,241.11
	EXPENSE TOTALS	33,000.00	.00	.00	5,125.29	27,874.71	16	14,894.34
	Fund 0086 - Seized and Forfeited Totals	\$0.00	\$0.00	\$0.00	(\$5,125.29)	\$5,125.29		\$20,346.77
	Grand Totals							
	REVENUE TOTALS	30,040,294.00	2,027,156.31	.00	8,234,086.04	21,806,207.96	27	28,138,658.08
	EXPENSE TOTALS	30,769,829.00	2,390,145.52	(1,139,697.04)	10,350,713.08	21,683,812.96	30	29,151,411.74
	Grand Totals	(\$729,535.00)	(\$362,989.21)	\$1,139,697.04	(\$2,116,627.04)	\$122,395.00		(\$1,012,753.66)

Attachment: Budget Performance Report - October 2016 (2190 : October 2016 Finance & IT Departments