

REVISED 9/15/21 2:30PM
REGULAR MEETING OF CITY COUNCIL
SEPTEMBER 16, 2021 – 5:30 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:



<https://www.facebook.com/cityoftown/>

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

1. **CALL TO ORDER**
2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**
3. **INVOCATION & PLEDGE OF ALLEGIANCE**
4. **ANNOUNCEMENT**
 - A. Due to health concerns regarding COVID-19, face coverings are required to attend the Regular Meeting and seating will be limited. The meeting will be livestreamed on the city's Facebook page at <https://www.facebook.com/cityoftown/> if unable to attend in person, the public can give input for the Public Comments portion of the meeting by emailing publiccomments@georgetownsc.gov or by calling 843-545-4090 to leave a voice message no later than 12:00pm on Thursday, September 16, 2021. If leaving a voice message, please speak clearly and identify yourself by stating your name, address, and phone number to be recorded correctly.
5. **PUBLIC COMMENTS**
6. **INTRODUCTION OF NEW EMPLOYEES**
7. **PROCLAMATION**
 - A. **Motion to approve a Proclamation proclaiming October 3-9, 2021 as Fire Prevention Week in Georgetown, South Carolina.**
Attachments:
 - 1 09.16.21 Fire Prevention Week Proclamation (PDF)
 - B. **Motion to approve Proclamation proclaiming October 2021 as National Crime Prevention Month in the City of Georgetown, South Carolina.**
Attachments:
 - 1 2021 National Crime Prevention Month Proclamation (PDF)

8. PLANNING AND COMMUNITY DEVELOPMENT

- A. Motion to approve second reading of an Ordinance Amending Chapter 20, Section 20-13 Street And Sidewalk Vendors, Of The City Of Georgetown Code Of Ordinances.**

Attachments:

- 1 Briefing Document PDF (PDF)
- 2 street vendor ordinance amendments8.9.2021FINAL clean version (PDF)
- 3 street vendor ordinance amendments8.9.2021redlined version (PDF)

- B. Motion to approve first reading of an Ordinance Amending Chapter 14, Article III, Section 14-45 Business Vehicle Loading Zones of the Code of Ordinances for the City of Georgetown.**

Attachments:

- 1 Whole packet Briefing doc clean ordinance and redlined ordinance 9.7.2021 (PDF)

- C. Motion to approve a Resolution committing the City of Georgetown to providing a local match in the amount of \$9,000.00 for a Municipal Association of South Carolina Hometown Economic Development Grant totaling \$25,000.00 and following its Procurement Policy when securing services and products with grant funds. The match is funded through a public/private partnership: City's portion: \$5,000 from the Corridor Enhancement and A/H Tax budgeted line items in FY 2022 and \$4,000 from a grant from Santee Cooper.**

Attachments:

- 1 Economic Development Grant from MASC (PDF)

- D. Motion to Approve a Resolution Authorizing the City Administrator to Execute a Library Loan Agreement to temporarily hold three (3) City of Georgetown Ordinance Books.**

Attachments:

- 1 Whole packet Briefing Doc Resolution and Agreement (PDF)

9. FINANCE

- A. Motion to approve first reading of an Ordinance for Business License Standardization.**

Attachments:

- 1 Business License Ordinance (PDF)

- B. Motion to approve a Resolution to Receive American Rescue Plan funds.**

Attachments:

- 1 ARPA Resolution (PDF)

- C. **Motion to approve the Regional Waste Water Treatment Plan True Up Payment to Georgetown County Water and Sewer District (\$98,533) and the Town of Andrews (\$51,600) for a total of \$150,133.00.**

Attachments:

- | | | |
|---|--|-------|
| 1 | RWWTP Final IJA with Aug 14 2019 revisions | (PDF) |
| 2 | FY18FY19FY20 RWWTP TrueUp | (PDF) |

- D. **Motion to approve an acquisition of a vector truck for \$406,725.16 from Jet-Vac Equipment Company, LLC and authorize the City Administrator to execute a Lease/Purchase financing arrangement.**

Attachments:

- | | | |
|---|--|-------|
| 1 | 2021.09.10 Jet-Vac Letter of Intent to Purchase Vector Truck | (PDF) |
|---|--|-------|

10. POLICE

- A. **Motion to approve first reading of an Ordinance Amending Chapter 20, Article VIII of the Code of Ordinances of the City of Georgetown, to provide for a prohibition of the open carry of firearms during pickets and permitted special events on public property.**

Attachments:

- | | | |
|---|---|-------|
| 1 | Ordinance Amend Chap 20 Art VIII Open Cary Firearms | (PDF) |
|---|---|-------|

11. WATER UTILITIES

- A. **Motion to approve proposal and make payment to Green Wave Contracting Inc. in the not to exceed amount of \$92,750.00 for the repairs to the North Hazard Street sewer line.**

Attachments:

- | | | |
|---|------------------------------------|-------|
| 1 | Green Wave Hazard St Sewer Repair | (PDF) |
| 2 | Coastal Asphalt Hazard Sewer Quote | (PDF) |
| 3 | Lawconinc Hazard Sewer Quote | (PDF) |
| 4 | Green Wave Construction Contract | (PDF) |

12. ENGINEERING

- A. **Motion to approve consulting services agreement with WK Dickson as the engineer of record for the EDA Stormwater System Improvements Project #4015 in the Historic District and to make payments in the not-to-exceed amount of \$567,200. Consultant's work includes surveying, pre-design, design, bidding, construction management, construction inspections and testing, and closeout services.**

Attachments:

- | | | |
|---|--|-------|
| 1 | Analysis and Rating | (PDF) |
| 2 | WK Dickson Statement of Qualifications | (PDF) |
| 3 | 2021-09-08 Exhibit D - Engineer Proposal Form | (PDF) |
| 4 | 2 RFQ | (PDF) |
| 5 | 5 Exhibit C - Professional Consulting Services Agreement | (PDF) |

13. ELECTRIC UTILITIES

- A. Motion to approve first reading of an Ordinance to Ratify Easement for HTC in Orange St Parking Lot.**

Attachments:

- 1 HTC easement Orange St. parking lot (PDF)

14. ADMINISTRATION

- A. Motion to authorize City Administrator to enter into a contract with the Waccamaw Regional Council of Governments in the amount of \$41,200.00 to administer the CDBG grant #4-CI-21-008 for the West End District Water Upgrade project.**

Attachments:

- 1 WRCOG CDBG West End Water Upgrade Grant Administration Contract (PDF)

- B. Motion to authorize the City Administrator to sign the revised addendum to the 1996 Lease Agreement with the Georgetown Housing Authority on the 2104 Lincoln Street property.**

Attachments:

- 1 Georgetown Housing Authority 1996 Lease Addendum Revised (PDF)

15. CITY ADMINISTRATOR REPORT

16. MINUTES

- A. Motion to approve minutes of the August 11 and August 19, 2021 Council Meetings.**

17. OLD BUSINESS

18. NEW BUSINESS

19. DEPARTMENT MONTHLY REPORTS

- A. August 2021 Electric Utility Department Report**

Attachments:

- 1 august2021 (PDF)

- B. Engineering Monthly Report_August 2021**

Attachments:

- 1 Engineering Monthly Report_August 2021 (PDF)

- C. August 2021 Finance and IT Monthly Report**

Attachments:

- 1 August 2021 Finance and IT Reports (PDF)
2 Current Project Listing 2021.08.31 (PDF)
3 GovDeal Report FY2022 (PDF)
4 Monthly Grant Report August 31 2021 (PDF)
5 August 2021 Monthly Budget Report (PDF)

D. August 2021 Fire Report

Attachments:

1 AUGUST 2021 FIRE REPORT (PDF)

E. August 2021 Fleet service Report

Attachments:

1 Fleet Services Monthly Report.FY2022 (XLSX)

F. GPD - August 2021 Monthly Report

Attachments:

1 GPD August 2021 Monthly Report (PDF)

G. August 2021 Housing & Community Development Report

Attachments:

1 Monthly Report August 2021 (PDF)

H. August 2021 HR/Risk Management

Attachments:

1 August 2021 Human Resources-Risk Management Report (PDF)

I. August 2021 Municipal Court Report

Attachments:

1 MC Monthly Report (PDF)

J. August 2021 Public Works Department Report

Attachments:

1 Public Works Monthly Report.FY2022 (PDF)

K. August 2021 Water Utilities Report

Attachments:

1 August 2021 Water Utilities Report (PDF)

20. EXECUTIVE SESSION

A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to Section 30-4-70(a)(1) to discuss appointments/reappointments for the Board of Zoning Appeals and the Community Appearance Board.

B. Motion to adjourn Executive Session and reconvene Regular Meeting.

C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

D. City Council may take action on items discussed in Executive Session.

21. APPOINTMENTS

22. ADJOURNMENT

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



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

PROCLAMATION

DOC ID: 3351

Council Meeting Date:	16 September 2021
Department:	Fire Department
Issue Under Consideration:	Motion to approve a Proclamation proclaiming October 3-9, 2021 as Fire Prevention Week in Georgetown, South Carolina.

Reviews:

Charles W. Cribb Completed 08/02/2021 12:13 AM

Sandra E. Yudice Ph.D. Completed 08/04/2021 4:48 PM

Stephanie Buccione Completed 09/07/2021 4:42 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 09.16.21 Fire Prevention Week Proclamation (PDF)

**MOTION TO APPROVE A PROCLAMATION PROCLAIMING OCTOBER 3-9, 2021 AS FIRE
PREVENTION WEEK IN GEORGETOWN, SOUTH CAROLINA.**



MAYORAL PROCLAMATION

WHEREAS, Georgetown City is committed to ensuring the safety and security of all those living in and visiting our city; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,770 people in the United States in 2019, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 339,500 home fires; and

WHEREAS, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as 2 minutes to escape safely; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, Georgetown City residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

WHEREAS, Georgetown City residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Georgetown City residents will make sure their smoke and CO alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

WHEREAS, Georgetown City first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Georgetown City residents are responsive to public education measures are better able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2021 Fire Prevention Week theme, “Learn the Sounds of Fire Safety,” effectively serves to remind us it is important to learn the different sounds of smoke and carbon monoxide alarms.

NOW, THEREFORE I, Brendon M. Barber, Sr., Mayor of the City of Georgetown, do hereby proclaim **October 3-9, 2021** as “**FIRE PREVENTION WEEK**” throughout the City, and I urge all citizens to “Learn the Sounds of Fire Safety” for Fire Prevention Week 2021 and to support the many public safety activities and efforts of Georgetown City Fire Department.

SIGNED, SEALED AND DATED this 16th day of September 2021.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor



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

PROCLAMATION

DOC ID: 3397

Council Meeting Date:	16 September 2021
Department:	Police Department
Issue Under Consideration:	Motion to approve Proclamation proclaiming October 2021 as National Crime Prevention Month in the City of Georgetown, South Carolina.

Reviews:

William Pierce Completed 09/08/2021 4:10 PM

Sandra E. Yudice Ph.D. Completed 09/08/2021 4:15 PM

Stephanie Buccione Completed 09/09/2021 2:19 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 2021 National Crime Prevention Month Proclamation (PDF)

**MOTION TO APPROVE PROCLAMATION PROCLAIMING OCTOBER 2021 AS NATIONAL
CRIME PREVENTION MONTH IN THE CITY OF GEORGETOWN, SOUTH CAROLINA.**



MAYORAL PROCLAMATION

WHEREAS, it has been proven that community crime prevention efforts are reducing victimization by crime and helping to rebuild a sense of mutual responsibility and shared pride in the community; and

WHEREAS, the National Citizens' Crime Prevention campaign, is promoted by the United States Department of Justice, the National Crime Prevention Council, and the Crime Prevention Coalition, and helps spur diverse local partnerships among law enforcement agencies, citizens, businesses, and government which work to reduce crime and improve community life throughout the City of Georgetown; and

WHEREAS, the City of Georgetown's fight against crime and drugs will be observed in October 2021.

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, do hereby proclaim the month of October 2021 to be designated as

Crime Prevention Month

in the City of Georgetown, South Carolina and ask our citizens to observe such month with appropriate programs, ceremonies, and activities.

SIGNED, SEALED AND DATED this 16TH day of September 2021.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor



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

ORDINANCE

DOC ID: 3361

Council Meeting Date:	16 September 2021
Department:	Housing and Community Development
Issue Under Consideration:	A Motion To Approve An Ordinance Amending Chapter 20, Section 20-13 Street And Sidewalk Vendors, Of The City Of Georgetown Code Of Ordinances.
Amount Requested:	n/a
Is Item in Current Budget?	n/a
If no, please explain:	n/a
Financial Impact:	n/a
Points to Consider:	See briefing document
Options:	Adopt, modify, or deny proposed amendments.
Staff Recommendations:	Approve the proposed amendments

Reviews:

Christopher Inglese Completed 08/10/2021 11:18 AM

City Attorney Completed 08/13/2021 4:00 PM

Sandra E. Yudice Ph.D. Completed 08/13/2021 4:24 PM

Stephanie Buccione Completed 08/16/2021 9:05 AM

Georgetown City Council Completed 08/19/2021 5:30 PM

Attachments:

1. 1 Briefing Document PDF (PDF)
2. 2 street vendor ordinance amendments8.9.2021FINAL clean version (PDF)
3. 3 street vendor ordinance amendments8.9.2021redlined version (PDF)

**A MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 20, SECTION 20-13
STREET AND SIDEWALK VENDORS, OF THE CITY OF GEORGETOWN CODE OF
ORDINANCES.**

Executive Offices
(843) 545-4001

To: Mayor Barber and Council
Prepared by: Christopher S. Inglese
Department: Planning & Community Development
Date Prepared: August 9, 2021
Subject: Street Vendor ordinance amendments

Issue Background

Per Article I Section 20-13 the City has a street vendor ordinance. This ordinance is separate and unrelated to special event permits. The business community raised concerns about food vendors in the public right-of-way of the Front Street commercial district. Issues raised included the inequity of being able to rent a public space for \$500 a year when many merchants were paying exponentially more for private sector brick and mortar space as well as unsightly and uncharacteristic presence of street food vendors.

Upon reviewing the ordinance, an ambiguity in the text of the ordinance was evident. The ordinance language included a prohibition of food or drink but later included language allowing food and drink. A reading of the ordinance in its entirety supports the conclusion that the ordinance was intended to allow the promotion of local tours by placing carts in certain rights of way but was likely not intended to allow year-round food and drink vendors in public spaces.

Discussion

The proposed ordinance amendments achieve the following:

1. Eliminates the ambiguity regarding food and drink by clearly prohibiting prepared foods but allowing incidental sales of drinks and pre-packages snack items.
2. Clearly prioritizes Special Event permits and Special Event vendor rights as paramount to the street vendor rights provided in this section.
3. Allows for purchase of quarterly permits and increases the fee to \$300 per quarter from \$500 per year currently.
4. Defines “cart” and limits the size of any cart permitted per this ordinance.
5. Changes the allowed hours of operation and allows a sign on each end of the cart.

Alternatives

Council may consider adopting the proposed amendments, modify the proposed amendments, or make no changes to the existing ordinance.

Recommended Course of Action

Staff has circulated the text amendments to all departments as well as to the GBA for comment. The GBA has expressed support in writing for the proposed text amendments.

Timeline for Recommendation

At Council’s leisure.

Fiscal Impact

None.

Social Impact

The ordinance promotes the use of strategically located street vendor sites for the purpose of promoting local tours. The placement in the right-of-way allows unique opportunities for direct contact with potential customers as they walk along the Front Street commercial district.

Environmental Impact

None.

Attachments

Proposed ordinance with tracked changes.

AN ORDINANCE AMENDING CHAPTER 20, SECTION 20-13 STREET AND SIDEWALK VENDORS, OF THE CITY OF GEORGETOWN CODE OF ORDINANCES

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown desires to provide for economic development opportunities safely utilizing public spaces with high volumes of pedestrian traffic; and
- WHEREAS,** The City of Georgetown acknowledges the value of increasing tourism and commercial activity, and promoting the cultural and ecological touring opportunities in the City; and
- WHEREAS,** The City of Georgetown seeks to provide additional opportunities to promote the local cultural, ecological and historical tours offered by local vendors; and
- WHEREAS,** The City of Georgetown adopted the Street and Sidewalk Vendors ordinance to provide for permitting of street vendors to promote local tours as provided in the City Code of Ordinances Section 20-13 et. seq.;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 20 Streets, Sidewalks, and Public Places, Article I, In General, Section 20-13 Street and Sidewalk Vendors, be amended as follows:

Sec. 20-13. Street and sidewalk vendors; permit required.

It shall be unlawful for any person to engage in the selling of food or drink from portable carts, wagons, or vehicles that are placed, parked, or located upon any sidewalk in the city. Vendors may engage only in the sale of tickets to local tourism-related attractions in designated areas.

These areas shall be designated on a map, which shall be maintained by the building and planning department. The map may be revised from time to time, as the mayor and city council deemed necessary.

This section is not intended to regulate vending directly associated with recognized community-wide or downtown promotional events unless such vending is undertaken in excess of seven (7) days. Permits for special events authorized pursuant to the City of Georgetown Code of Ordinances Article VIII Section 20-116 et. seq. shall take priority over those vendors permitted pursuant to this chapter. Vendors permitted herein shall vacate the location during times permitted for a special event. Notice that the vendor permitted pursuant to this chapter must vacate the location during a special event shall be placed in conspicuous language using all capital letters and bold font on the permit application.

(Ord. of 8-18-11(1))

Sec. 20-13.1. Allocation of vending areas.

The city shall allocate vending locations on a first come first serve basis. Permits are for quarterly periods within a calendar year from January 1 through December 31. Quarterly periods are from January 1 through March

31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Vendors may purchase a permit for no more than four (4) consecutive quarters at one time or may purchase a permit for individual quarters of a calendar year. Vendors have first right to renew their same location provided the vendor has been in continuous occupation of the permitted location. Any vendor wishing to renew their permit for additional quarters of a calendar year shall submit a Vendor Permit Application renewal no later than fifteen (15) days prior to the expiration of the then current permit and provide the proof of liability insurance renewal. New permit applications for locations received by the City will be on a first come first serve basis.

(Ord. of 8-18-11(1))

Sec. 20-13.2. Permitting procedures.

All applicants for a vendor permit must provide the following information to the city building and planning department for review:

- (1) Completed vendor permit application.
- (2) Site plan showing the desired location, signage, and the proposed locations of the cart, with any umbrella or awning attachments, and stool or small seat for operator use only.
- (3) Proof of liability insurance issued by a company licensed to do business in South Carolina, which protects the licensee and the city from any claims for damage to property or person. The city must be specifically named as a coinsured party on the policy for liability protection. The policy must provide a minimum coverage amount of one million dollars (\$1,000,000.00). Cancellation of any policy will immediately void the encroachment permit. Certificates showing proof of such insurance shall be submitted to City prior to commencement of services under the street and sidewalk vendor permit. Further, it shall be an affirmative obligation upon (Business) to advise the City within two days of the cancellation or substantive change of any insurance policy set out herein, and failure to do so shall be construed to be breach of the street and sidewalk vendor permit.
- (4) The vendor obtaining the street and sidewalk vendor permit must also provide a signed and notarized hold harmless agreement, indemnifying the city from any claims for damages or injury by any aggrieved party. The hold harmless agreement may be obtained at the city building and planning department.
- (5) Proof of City of Georgetown Business License.

(Ord. of 8-18-11(1))

Sec. 20-13.3. Site standards for use of public space.

- (a) Vendors shall inspect their space regularly in order to ensure that all trash, litter and garbage are picked up immediately and that the permitted space remains clean and in sanitary condition at all times. Vendors may not utilize public trash receptacles for disposal of garbage. Vendors are required to maintain their own trash container, which must be discreetly attached to, or contained within the cart. At the end of the day, vendors must take the trash container with them and dispose of it in a lawful manner.
- (b) Curbside or drive up service prohibited. Vendors are prohibited from taking or fulfilling orders from customers in automobile, unless such automobiles are parked in a lawful parking stall. Customers may not stop their vehicle in a travel lane or unlawful parking space for the purposes of receiving service from vendors.
- (c) Vendors may place only a cart, with any umbrella or awning attachments and one stool or small seat for operator use only. For the purposes of this chapter, a cart is defined as a lightweight vehicle with two or four

wheels that can be pulled or pushed by a person and not exceeding 71" inches in width, 105" inches in length, and 110" in height. (d) *Approved vendor services.* Vendors may engage in the sale of tickets to local tourism-related attractions. Local is herein defined as attractions that operate anywhere within the boundaries of the municipal limits of the City of Georgetown, South Carolina. Incidental sales of beverages or snack foods (not including prepared or cooked food) are permitted at a rate not to exceed 33% of total gross receipts each day. No beverage or snack food may be served in a glass bottle or glass container.

- (e) *Hours of operation:* Vendors may begin operation no sooner than 8:30 a.m.; and must cease operation no later than 9:00 p.m. on any day.
- (f) *No vendor items may be left overnight.* Items left overnight constitute a violation of sections 20-7 through 20-7.7, in addition to the offending party being subject to a littering citation.
- (g) No materials whatsoever shall be placed on public property in such a way as to impede the vision necessary for the safe operation of a motor vehicle.
- (h) No equipment or lighting powered by electricity through a cord may be utilized in the vending area.

(Ord. of 8-18-11(1))

Sec. 20-13.4. Fees.

The fees for use of encroachment space are contained in the City Clerk's Official Record of Utility Rates, Deposits and Miscellaneous Fees and Charges of the City of Georgetown.

Fees paid for a street vendor permit issued pursuant to this ordinance are non-refundable. Permits are renewable (see Sec. 20-13.1) and renewal applications must be submitted to the City at least fifteen (15) days prior to the expiration of a current active permit.. A fee of \$300 shall be submitted for each quarterly period or portion thereof requested by the applicant.

(Ord. of 8-18-11(1))

Sec. 20-13.5. Signage.

- (a) Vendors may have one sign at each end of the cart that shall be attached to the vending cart.
- (b) Vendor signs shall not exceed three (3) by three (3) feet.
- (c) Vendor signs shall not exceed three (3) colors.
- (d) Signage shall be approved by the building and planning department.

(Ord. of 8-18-11(1))

Sec. 20-13.6. Appeal from denial.

In the event of a denial of the application for a permit under this article, the applicant shall have the right to appeal to city council. The appeal shall be perfected by giving notice thereof to the city administrator within forty-eight (48) hours after notice of the denial of the permit. The city council shall act upon this appeal with reasonable promptness under the circumstances.

(Ord. of 8-18-11(1))

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

ATTEST:

Stephanie Buccione
City Clerk

First Reading: _____

Second Reading: _____

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

AN ORDINANCE AMENDING CHAPTER 20, SECTION 20-13 STREET AND SIDEWALK VENDORS, OF THE CITY OF GEORGETOWN CODE OF ORDINANCES

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown desires to provide for economic development opportunities safely utilizing public spaces with high volumes of pedestrian traffic; and
- WHEREAS,** The City of Georgetown acknowledges the value of increasing tourism and commercial activity, and promoting the cultural and ecological touring opportunities in the City; and
- WHEREAS,** The City of Georgetown seeks to provide additional opportunities to promote the local cultural, ecological and historical tours offered by local vendors; and
- WHEREAS,** The City of Georgetown adopted the Street and Sidewalk Vendors ordinance to provide for permitting of street vendors to promote local tours as provided in the City Code of Ordinances Section 20-13 et. seq.;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 20 Streets, Sidewalks, and Public Places, Article I, In General, Section 20-13 Street and Sidewalk Vendors, be amended as follows:

Sec. 20-13. Street and sidewalk vendors; permit required.

It shall be unlawful for any person to engage in the selling of food or drink from portable carts, wagons, or vehicles that are placed, parked, or located upon any sidewalk in the city. Vendors may engage only in the sale of tickets to local tourism-related attractions in designated areas.

These areas shall be designated on a map, which shall be maintained by the building and planning department. The map may be revised from time to time, as the mayor and city council deemed necessary.

This section is not intended to regulate vending directly associated with recognized community-wide or downtown promotional events unless such vending is undertaken in excess of seven (7) days. Permits for special events authorized pursuant to the City of Georgetown Code of Ordinances Article VIII Section 20-116 et. seq. shall take priority over those vendors permitted pursuant to this chapter. Vendors permitted herein shall vacate the location during times permitted for a special event. Notice that the vendor permitted pursuant to this chapter must vacate the location during a special event shall be placed in conspicuous language using all capital letters and bold font on the permit application.

(Ord. of 8-18-11(1))

Sec. 20-13.1. Allocation of vending areas.

The city shall allocate vending locations on a first come first serve basis. Permits are for quarterly periods within ~~one~~ calendar year from January 1 through December 31. Quarterly periods are from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Vendors may purchase a permit for no more than four (4) consecutive quarters at one time or may purchase a permit for individual quarters of a calendar year. Vendors have first right to renew their same location provided the vendor has been in continuous occupation of the permitted location. Any vendor wishing to renew their permit for additional quarters ~~another of a~~ calendar year shall submit a Vendor Permit Application renewal no later than fifteen (15) days prior to the expiration of the then current permit and provide the proof of liability insurance renewal. January 1st of each year. New Ppermits applications for locations received after this date by the City will be on a first come first serve basis.

(Ord. of 8-18-11(1))

Sec. 20-13.2. Permitting procedures.

All applicants for a vendor permit must provide the following information to the city building and planning department for review:

- (1) Completed vendor permit application.
- (2) Site plan showing the desired location, signage, and the proposed locations of the cart, with any umbrella or awning attachments, and stool or small seat for operator use only.
- (3) Proof of liability insurance issued by a company licensed to do business in South Carolina, which protects the licensee and the city from any claims for damage to property or person. The city must be specifically named as a coinsured party on the policy for liability protection. The policy must provide a minimum coverage amount of one million dollars (\$1,000,000.00). Cancellation of any policy will immediately void the encroachment permit. Certificates showing proof of such insurance shall be submitted to City prior to commencement of services under the street and sidewalk vendor permit. Further, it shall be an affirmative obligation upon (Business) to advise the City within two days of the cancellation or substantive change of any insurance policy set out herein, and failure to do so shall be construed to be breach of the street and sidewalk vendor permit.
- (4) The vendor obtaining the street and sidewalk vendor permit must also provide a signed and notarized hold harmless agreement, indemnifying the city from any claims for damages or injury by any aggrieved party. The hold harmless agreement may be obtained at the city building and planning department.
- (5) Proof of City of Georgetown Business License.

(Ord. of 8-18-11(1))

Sec. 20-13.3. Site standards for use of public space.

- (a) Vendors shall inspect their space regularly in order to ensure that all trash, litter and garbage are picked up immediately and that the permitted space remains clean and in sanitary condition at all times. Vendors may not utilize public trash receptacles for disposal of garbage. Vendors are required to maintain their own trash container, which must be discreetly attached to, or contained within the cart. At the end of the day, vendors must take the trash container with them and dispose of it in a lawful manner.

- (b) Curbside or drive up service prohibited. Vendors are prohibited from taking or fulfilling orders from customers in automobile, unless such automobiles are parked in a lawful parking stall. Customers may not stop their vehicle in a travel lane or unlawful parking space for the purposes of receiving service from vendors.
- (c) Vendors may place only a cart, with any umbrella or awning attachments and one stool or small seat for operator use only. For the purposes of this chapter, a cart is defined as a lightweight vehicle with two or four wheels that can be pulled or pushed by a person and not exceeding 71" inches in width, 105" inches in length, and 110" in height.
- (d) *Approved vendor services.* Vendors may engage in the sale of tickets to local tourism-related attractions. Local is herein defined as attractions that operate anywhere within the boundaries of the municipal limits of the City of Georgetown, South Carolina. Incidental sales of beverages or snack foods (not including prepared or cooked food) are permitted at a rate not to exceed 33% of total gross receipts each day. No beverage or snack food may be served in a glass bottle or glass container.
Vendors may also engage in the sale of food and beverages provided that no beverage or food shall be served in a glass bottles or container.
- (e) *Hours of operation:* Vendors may begin operation no sooner than ~~10:00~~ 10:30 a.m.; and must cease operation no later than 9:00 p.m. on any day.
- (f) *No vendor items may be left overnight.* Items left overnight constitute a violation of sections 20-7 through 20-7.7, in addition to the offending party being subject to a littering citation.
- (g) No materials whatsoever shall be placed on public property in such a way as to impede the vision necessary for the safe operation of a motor vehicle.
- (h) No equipment or lighting powered by electricity through a cord may be utilized in the vending area.

(Ord. of 8-18-11(1))

Sec. 20-13.4. Fees.

The fees for use of encroachment space are contained in the City Clerk's Official Record of Utility Rates, Deposits and Miscellaneous Fees and Charges of the City of Georgetown.

~~The city may refund a prorated portion of the fees paid if the licensee requests cancellation of the vendor permit in writing to the city no later than six (6) months after permit issuance. Fees paid for a street vendor permit issued pursuant to this ordinance are non-refundable. Permits are renewable (see Sec. 20-13.1) on the first day of January of each year and renewal applications must be submitted to the City at least fifteen (15) days prior to the expiration of a current active permit. Any permits issued after that date will be valid until the first day of January of the following year, and the fee charged shall be prorated for such permits. A fee of \$300 shall be submitted for each quarterly period or portion thereof requested by the applicant.~~

(Ord. of 8-18-11(1))

Sec. 20-13.5. Signage.

- (a) Vendors may have one sign at each end of the cart that shall be attached to the vending cart.
- (b) Vendor signs shall not exceed three (3) by three (3) feet.
- (c) Vendor signs shall not exceed three (3) colors.
- (d) Signage shall be approved by the building and planning department.

(Ord. of 8-18-11(1))

Sec. 20-13.6. Appeal from denial.

In the event of a denial of the application for a permit under this article, the applicant shall have the right to appeal to city council. The appeal shall be perfected by giving notice thereof to the city administrator within forty-eight (48) hours after notice of the denial of the permit. The city council shall act upon this appeal with reasonable promptness under the circumstances.

(Ord. of 8-18-11(1))

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

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor

First Reading: _____

APPROVED AS TO FORM:

Second Reading: _____

Elise F. Crosby
City Attorney



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

ORDINANCE

DOC ID: 3378

Council Meeting Date:	16 September 2021
Department:	Housing and Community Development
Issue Under Consideration:	An Ordinance Amending Chapter 14, Article III, Section 14-45 Business Vehicle Loading Zones of the Code of Ordinances for the City of Georgetown.
Amount Requested:	n/a
Is Item in Current Budget?	n/a
If no, please explain:	
Financial Impact:	None
Points to Consider:	See briefing document
Options:	Approve, modify, or deny amended ordinance
Staff Recommendations:	Approve the amended ordinance

Reviews:

Christopher Inglese Completed 09/07/2021 2:38 PM

City Attorney Completed 09/07/2021 3:37 PM

see2-46(8)

Sandra E. Yudice Ph.D. Completed 09/07/2021 4:20 PM

Stephanie Buccione Completed 09/08/2021 10:01 AM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

- 1 Whole packet Briefing doc clean ordinance and redlined ordinance 9.7.2021 (PDF)

**AN ORDINANCE AMENDING CHAPTER 14, ARTICLE III, SECTION 14-45 BUSINESS
VEHICLE LOADING ZONES OF THE CODE OF ORDINANCES FOR THE CITY OF
GEORGETOWN.**

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

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

Executive Offices
(843) 545-4001

To: Mayor and City Council
Prepared by: Christopher Inglese
Department: Planning & Community Development
Date Prepared: September 7, 2021
Subject: Loading and Unloading vehicle parking space

Issue Background

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

Discussion

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

Alternatives

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

Recommended Course of Action

Adopt the proposed amended ordinance.

Timeline for Recommendation

First reading in September and a Second reading in October would be a reasonable timeline.

Fiscal Impact

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

Social Impact

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

Environmental Impact

None.

Attachments

Ordinance amendments.

Drawer 939
Georgetown, SC 29442

Attachment: Whole packet Briefing doc clean ordinance and redlined ordinance 9.7.2021 (3378 : Vehicle Loading Zone Text Amendment)

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

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown desires to provide for opportunities for businesses to safely load and unload delivery vehicles when a business relies on delivery as a major component of its services; and
- WHEREAS,** The City of Georgetown acknowledges the value of businesses in the Core Commercial district and the need to provide convenient loading/unloading vehicle parking spaces; and
- WHEREAS,** The City of Georgetown seeks to provide additional opportunities to provide for the safe loading and unloading of delivery vehicles while at the same time preserving the public access to valuable curbside parking; and
- WHEREAS,** The City of Georgetown adopted the Business Vehicle Loading Spaces ordinances and now desires to make amendments to provide for flexibility in locating appropriate loading/unloading vehicle parking spaces.

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 14 Motor Vehicles and Traffic, Article III, Stopping, Standing and Parking, Section 14-45 Business Vehicle Loading Spaces, be amended as follows:

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

- (a) Eight (8) business vehicle loading spaces may be permitted in the downtown Core Commercial zone district. No more than four (4) vehicle loading spaces may be permitted on Front Street and one (1) may be permitted within one block of Front Street on each of the following streets: King Street, Orange Street, Broad Street, and Screven Street.
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the Core Commercial Zone District may submit an application for a Vehicle Loading Space to the Police Department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. "Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from the location requesting a vehicle loading space using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis. The City may issue a second permit for any permitted Vehicle Loading Space Use of a Permitted Vehicle Loading Space is limited to the active loading and unloading of passengers or business merchandise.

In no instance may a permitted vehicle loading space be occupied by a commercial vehicle continuously for more than a two (2) hour period.

- (3) Permits shall be valid for one (1) year from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.
- (4) Permits shall entitle the permittee to use a loading space during normal business hours (Monday through Saturday from 9:00 A.M. to 5:00 P.M.); provided, that no delivery vehicle shall remain in a loading space for any continuous period greater than two (2) hours.
- (5) There will be a one hundred dollar (\$100.00) fee for each permit or renewal.

(Ord. of 11-1-2000)

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

ATTEST:

Stephanie Buccione
City Clerk

First Reading: _____

Second Reading: _____

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

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

- (a) Eight (8) business vehicle loading spaces ~~will may~~ be permitted ~~on Front Street in the downtown Core Commercial zone district. At least one will be located in front of Colonial Florist and one in front of Sampit Furniture~~. No more than four (4) vehicle loading spaces may be permitted on Front Street and one (1) may be permitted within one block of Front Street on each of the following streets: King Street, Orange Street, Broad Street, and Screven Street.
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the Core Commercial Zone District may submit an application for a Vehicle Loading Space to the Police Department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) ~~Front Street m~~ Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. "Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from the location requesting a vehicle loading space ~~from Front Street~~ using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis. The City may issue a second permit for any permitted Vehicle Loading Space, and will be limited in number to two (2) permits per loading space; provided that no second permit shall be issued for any loading space until all eight (8) spaces have first been filled by permits. Use of a Permitted Vehicle Loading Space is limited to the active loading and unloading of passengers or business merchandise. In no instance may a permitted vehicle loading space be occupied by a commercial vehicle continuously for more than a two (2) hour period.
 - (3) Permits shall be valid for ~~two one (21)~~ years from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.
 - (4) Permits shall entitle the permittee to use a loading space during normal business hours (Monday through Saturday from 9:00 A.M. to 5:00 P.M.); provided, that no delivery vehicle shall remain in a loading space for any continuous period greater than two (2) hours.
 - (5) There will be a ~~fifty one hundred~~ dollar (\$~~1500~~.00) fee for each permit or renewal.

(Ord. of 11-1-2000)



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

RESOLUTION

DOC ID: 3380 A

Council Meeting Date:	16 September 2021
Department:	Housing and Community Development
Issue Under Consideration:	Motion to approve a Resolution committing the City of Georgetown to providing a local match in the amount of \$9,000.00 for a Municipal Association of South Carolina Hometown Economic Development Grant totaling \$25,000.00 and following its Procurement Policy when securing services and products with grant funds. The match is funded through a public/private partnership: City's portion: \$5,000 from the Corridor Enhancement and A/H Tax budgeted line items in FY 2022 and \$4,000 from a grant from Santee Cooper.
Amount Requested:	Up to \$2,500 for a 10% match (Corridor enhancement line item). \$2,500 additional A/H Tax funds
Is Item in Current Budget?	There is currently budgeted \$65,000 for corridor enhancement projects. This project is located along the main commercial corridor allotted for enhancements.
If no, please explain:	n/a
Financial Impact:	No financial impact on City budget
Points to Consider:	Budget: \$34,000.00 (\$25,000 MASC grant; \$2,500 matching from Corridor Enhancement budgeted line item; \$4,000 Santee Cooper grant, \$2,500 A/H Tax budgeted line item) Without taking some action, the highly visible site will remain dormant.
Options:	Approve or Deny the resolution to apply for the MASC Economic Development Grant.
Staff Recommendations:	Approve resolution.

Reviews:

Christopher Inglese Skipped 09/08/2021 2:51 PM

Chris asked me to skip him because he has already looked it over.

Sandra E. Yudice Ph.D. Completed 09/08/2021 4:14 PM

Stephanie Buccione Completed 09/09/2021 5:51 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Economic Development Grant from MASC (PDF)

MOTION TO APPROVE A RESOLUTION COMMITTING THE CITY OF GEORGETOWN TO PROVIDING A LOCAL MATCH IN THE AMOUNT OF \$9,000.00 FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA HOMETOWN ECONOMIC DEVELOPMENT GRANT TOTALING \$25,000.00 AND FOLLOWING ITS PROCUREMENT POLICY WHEN SECURING SERVICES AND PRODUCTS WITH GRANT FUNDS. THE MATCH IS FUNDED THROUGH A PUBLIC/PRIVATE PARTNERSHIP: CITY'S PORTION: \$5,000 FROM THE CORRIDOR ENHANCEMENT AND A/H TAX BUDGETED LINE ITEMS IN FY 2022 AND \$4,000 FROM A GRANT FROM SANTEE COOPER.

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

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

Executive Offices
(843) 545-4001

To: Mayor and City Council
Prepared by: Christopher Inglese
Department: Planning & Community Dev.
Date Prepared: September 7, 2021
Subject: Economic Development Grant from MASC

Background- The MASC offers a Hometown Economic Development Grant up to \$25,000. The grant is awarded based on the following evaluation criteria:

1. Expected return on investment, effect on quality of life and financial need of the city
2. Level of innovation and sustainability
3. Successful track record of the city for executing similar projects
4. Project potential for replication in other cities

Additional desirable components include partnerships and additional funding sources for sustaining the project. The grant has a cash or in-kind match requirement of 10% or up to \$2,500. The submittal of an application must be accompanied by a Resolution supporting the grant application and signed by the Mayor.

Discussion- The City owns a highly visible parcel of land at the site of the old city hall. Some form of visible economic development at the site would benefit the City and existing city businesses. Because the site is so visible to 50,000 plus vehicles each day, a visible outdoor marketplace will attract drivers to stop in Georgetown and visit our museums, merchants and cultural sites.

The funds would be used to establish a year-round, multi-purpose outdoor marketplace. The site could host a holiday arts & crafts market, a Fall market, a spring home and garden market, and summer farmers markets. The grant funds would be used for site improvements (grading improvements), signage to promote the market, a fabric shade structure mimicking a nautical theme (see samples below), a swing set and slide, and outdoor seating furniture. A projected budget for startup includes:

• Canvas sails for shade weather cover	\$12,000
• Site improvements to level and grade vendor area	\$3,000
• Signage and promotional materials	\$3,000
• Outdoor furniture	\$6,500
• Swing set and slide	\$8,000
• Port o potty and sanitation	<u>\$1,500</u>
Total=	\$34,000
	(\$25,000 grant; \$2,500 matching; \$4,000 Santee Cooper grant, \$2500 A/H Tax)

Alternatives-

1. Artist and artisan studio incubator sites. The City could provide opportunities for new businesses to have an incubation period on site. The grant funds could be used to build small structures to house a place for artists to produce and sell their goods. Artists and artisans could occupy them for an incubation period of up to two years. The site would allow the artist studio space as well as a place to sell their wares.
2. The site could host a tour bus staging area, a bicycle tour staging area, a food truck and a kiosk to advertise other local businesses and museums. The synergy from these activities will attract visitors from the vehicles driving by as well as online advertising attracting customers to the site and nearby merchants.
3. Do nothing and leave the site dormant.

Recommended Course of Action

The recommended course of action is to establish a year-round, multi-purpose open air market. Our partner include the County Parks and Recreation Department, Georgetown Business Association, Clemson Extension Farm Co-op, and Santee Cooper.

Timeline for Recommendation

Once the grant is approved (October 2021) the implementation would begin immediately. Site improvements, outdoor furniture, installation of the canvas sails and playground equipment could be completed over the winter and ready for use in Spring 2022.

Fiscal Impact

The project would be primarily funded by the grant. The 10% match would be funded from general fund revenues (Corridor enhancements line item), \$4000 from an Santee Cooper economic development and the additional \$2,500 funded from A/H tax funds. The City should consider funding a Main Street USA coordinator with A/H Tax funds and the coordinator can sustain the program as part of a portfolio of economic development activities.

Social Impact

The project would provide a gathering place for merchants and customers as well as a place for community interactions. The central location and high visibility make it an ideal location for social interactions.

Environmental Impact

No significant environmental impacts from the proposed project.

Attachments

1. Pictures of canvas sails for shade and rain protection



2. Application and draft Resolution

**RESOLUTION COMMITTING THE CITY OF GEORGETOWN TO PROVIDING
A LOCAL MATCH FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA
HOMETOWN ECONOMIC DEVELOPMENT GRANT AND FOLLOWING ITS
PROCUREMENT POLICY WHEN SECURING SERVICES AND PRODUCTS WITH
GRANT FUNDS**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GEORGETOWN, here assembled on this ____ day of _____ 2021, that the City of Georgetown hereby commits to provide a local cash/in-kind match of at least \$2,500.00 (Two Thousand Five Hundred 00/100 Dollars), which equals the minimum 10% local match required by the Municipal Association of South Carolina, to support the City of Georgetown application for a \$25,000.00 (Twenty Five Thousand 00/100 Dollars) Hometown Economic Development Grant. These grant and local matching funds will be used to create economic activity as proposed in the grant application at the old City Hall site which is highly visible on Highway 17, yet currently dormant. The total proposed budget is \$34,000:

1. \$25,000 MASC Hometown Economic Development Grant
2. \$4,000 Santee Cooper Economic Development Grant
3. \$5,000 from Corridor Enhancement and A/H Tax funds for local match.

BE IT FURTHER RESOLVED that the Council will follow its procurement policy adopted in accordance with SC Code of Laws Section 11-35-50 when securing all services and products purchased with funds awarded from a Hometown Economic Development Grant. This resolution is made in regard to the submission of an application for Hometown Economic Development Grant funds to the Municipal Association of South Carolina on or before September 24, 2021.

Mayor Brendon M. Barber
Mayor, City of Georgetown

ATTEST:

_____, Clerk to Council
City of Georgetown, South Carolina

Attachment: Economic Development Grant from MASC (3380 : Resolution for a MASC Econ Dev Grant for the old City Hall site)

Hometown Economic Development Grant Application

The Municipal Association of South Carolina offers Hometown Economic Development Grants to South Carolina cities and towns to implement economic development projects that will make a positive impact on the quality of life in their communities. The grant program also promotes and recognizes innovation in economic development practices.

The grants fund projects that can be replicated in other cities, will produce measurable results and can be maintained over time.

The deadline is September 24, 2021.

Staff Contact:

Scott Slatton

803.933.1203

sslatton@masc.sc

Economic development activities eligible for funding

Professional Services

Professional services including, but not limited to, developing master plans; providing analysis or materials for marketing, branding or promoting cities and their local businesses; or engineering.

Assets

Assets including, but not limited to, publicly owned water or sewer projects; wayfinding signage or placemaking projects.

Programs

Programs developed by a city or in partnership with others including, but not limited to, downtown development or revitalization; business incubators or small business assistance.

Eligibility

Any city that is a member of the Municipal Association of South Carolina may submit a grant application.

Evaluation criteria listed in order of priority

Expected return on investment, effect on quality of life and financial need of the city

Level of innovation and sustainability

Successful track record of the city for executing similar project

Project potential replication in other cities

The grant award committee will consist of current or former government professionals with local government or grant management experience.

Match requirements

Cities must provide a grant match either in cash or through in-kind contributions. The required match is based on the applicant's population according to the most recent U.S. Census Bureau data. Grant funds are disbursed only after a proportionate amount of the required match is invested in the project.

Population	Required Match
1 – 4,999	5 percent of the grant award
5,000 – 9,999	10 percent of the grant award
10,000 and above	15 percent of the grant award

Accountability

To ensure grant funds are used according to Hometown Economic Development Grant guidelines, grantees must provide documentation to the Association throughout the project's duration and at its completion. The Association will provide guidance on documentation at the time the grant is awarded.

Association staff will conduct on-site reviews of all completed projects.

Application guidelines

1. Each year, the Association's board of directors determines the total amount of grant funds available to be awarded. In 2020, \$300,000 will be awarded. The maximum individual grant award is \$25,000. After a city invests its proportionate share of the required match in the project, the Association will disburse grant funds requested by the city.
2. Applications for grant funds are only accepted online. The application is below. The deadline for submission is 5 p.m. on September 24, 2021.
3. The Association may award a grant less than the amount for which the city applied. The city should indicate if it will accept a lesser amount.
4. A city may be awarded an economic development grant once every two years.
5. Grant funds must be budgeted to be spent within 24 months of award.
6. Cities may use the grant funds as a match for other projects. However, the other projects' funding must be secured or committed within 12 months of the Association's grant being awarded.
7. Grant funds may not be used to pay for expenses related to administering the grant.
8. Cities may apply for funding of a project that incorporates one or more eligible activities.
9. Grant applications must include all requested information. Omitting an item will disqualify the application from consideration.

10. Each city can submit only one application each year.
11. The mayor must sign and submit a resolution of council in support of the application. A sample resolution may be downloaded from the application below.
12. The Municipal Association of South Carolina reserves the right to not award grant funds to any or all cities.
13. The deadline for submission is 5 p.m. on September 24, 2021. Grant awards will be announced no later than October 31, 2021.

Application

Municipality

Main contact for this grant application *

First	Last
-------	------

Main contact's title *

Main contact's address *

Address Line 1		
City	South Carolina	Zip Code

Main contact's email *

The main contact will receive an email confirmation from the Municipal Association.

Main contact's phone number *

Mayor's name *

First	Last
-------	------

Mayor's email

The mayor will receive an email confirmation from the Municipal Association.

Project Description

In no more than 2,000 words, complete the following:

Project title *

Describe the proposed project. *

Describe the expected return on investment and how the city will measure it. *

Describe how the project will affect the city's quality of life. *

Describe the city's need for financial assistance to undertake the project. *

Describe how the project is innovative. *

Describe how the project will be sustained over time. *

Describe how the project could be duplicated in other cities. *

Attachment: Economic Development Grant from MASC (3380 : Resolution for a MASC Econ Dev Grant for the old City Hall site)

Budget and Accountability

Amount of grant funds requested *

The maximum individual grant award is \$25,000.

Will the applicant accept less than the amount requested? *

☐ Yes ☐ No

Required amount to match

\$0.00

Based on the population of the municipality selected and the amount of grant funds requested.

Include a proposed, line-item budget for how grant funds will be spent.

Add line items as needed.

Description *	Amount *
⊗	
+ Add Line Item	

In no more than 1,500 words, complete the following:

Explain how the figures for the proposed budget were developed and how the grant match will be provided. *

Describe the city's experience with other grant-funded projects. *

Include a timeline for the project. *

Council Resolution

Signed council resolution *

or drag files here.

Attach a signed resolution of council in support of the application. For a sample resolution, use the document in the link below.

[Sample Resolution](#)

By submitting this grant application, the mayor affirms the city will use a procurement policy adopted by council when securing all services and products purchased with grant funds.

The Municipal Association of South Carolina reserves the right to not award grant funds to any or all cities.

Save and Resume

Select the "Save" button to save your progress and either copy or email a personalized link to this application so you can pick up where you left off and complete your application.

Submit

Select the "Submit" button when you have completed the application. The Municipal Association will email a confirmation containing a PDF version of the application to the email addresses provided for the main contact and the mayor.

Related Links

[Sample resolution](#)



Top



Quick Finds

[Insurance and Risk Management](#)

[Affiliates](#)

[Municipal Online Directory](#)

[Research Tools](#)

Contact Us

Municipal Association of South Carolina

1411 Gervais St., PO Box 12109

Columbia, SC 29211

Phone: 803.799.9574

Fax: 803.933.1299

mail@masc.sc

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

RESOLUTION

DOC ID: 3379

Council Meeting Date:	16 September 2021
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve a Resolution Authorizing the City Administrator to Execute a Library Loan Agreement to temporarily hold three (3) City of Georgetown Ordinance Books.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• They were located in storage at the old Maryville Fire Station but it was not a good environment for old, historic documents that need to be kept in conditioned space. • See Briefing Document.
Options:	Approve, Modify or Deny the resolution to enter an agreement with the library to temporarily store the books.
Staff Recommendations:	Approve resolution.

Reviews:

Christopher Inglese Completed 09/07/2021 2:53 PM

Sandra E. Yudice Ph.D. Completed 09/07/2021 4:17 PM

Stephanie Buccione Completed 09/08/2021 10:04 AM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Whole packet Briefing Doc Resolution and Agreement(PDF)

MOTION TO APPROVE A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A LIBRARY LOAN AGREEMENT TO TEMPORARILY HOLD THREE (3) CITY OF GEORGETOWN ORDINANCE BOOKS.

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBER
HOBSON H. MILTON
RUDOLPH A. BRAUN
TUPELO HUMES
AL JOSEPH
CAROL JAYROE
CLARENCE C. SMITH

Executive Offices
(843) 545-4001

To: Mayor and City Council
Prepared by: Christopher Inglese, Planning Director
Department: Planning and Community Development Department
Date Prepared: September 7, 2021
Subject: Resolution for Loan Agreement with Georgetown County Library

Issue Background

Recently while cleaning the old fire station building, we discovered several historic books. Many of these books are ordinances and minutes of city council. We met with County Library staff and requested temporarily housing 3 leather bound ordinance books dating to the early 1800s. Library staff graciously offered to house these historic books in their temperature controlled and secured access area. The books are available to the public upon request. Library staff also have an emergency plan that includes taking preemptive measures to preserve items in their possession in the event of an emergency.

Discussion

These historic documents should be placed in the Georgetown branch of the Georgetown County Library System for safe keeping. The library has a secure room in the back with a locked door for important documents. The director of the Library has agreed that we can temporarily store these ordinance books with the attached Loan Agreement. As a new City Hall is planned, a location to display these historic books could be considered. Please know that there are additional historic books in storage at the old fire station that will also need a permanent home with appropriate climate controls and emergency contingency planning.

Alternatives

1. Continue to store the ordinance books in the storage facility at the old Maryville Fire Station with no emergency plan.
2. Pay a substantial fee to a reputable company to take the ordinance books and digitize them for future computer based, or cloud solution, storage.

Recommended Course of Action

Staff recommends storing these important pieces of Georgetown's history at the library.

Timeline for Recommendation

Upon adoption of the attached Resolution and execution of the loan agreement, the books will be delivered to the Library for safekeeping.

Fiscal Impact

N/A

Social Impact

The public will have access to and may research these old books. Currently they are stored and not available to the public.

Attachments

Attachment 1: Resolution for Loan Agreement

Attachment 2: Incoming Loan Agreement and Receipt

Attachment 3: Appendix A

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A
LIBRARY LOAN AGREEMENT TO TEMPORARILY HOLD THREE (3) CITY OF
GEORGETOWN ORDINANCE BOOKS**

WHEREAS, the City of Georgetown has retained original copies of city laws and ordinances dating back to the early 1800's; and

WHEREAS, these document have been kept in large, leather bound books within City Hall in the City Clerk's records room; and

WHEREAS, the city does not have sufficient climate controlled storage facilities to accommodate the necessary environment to retain such historic documents and keep them in pristine conditions; and

WHEREAS, these important documents should be kept in a secure location within the Georgetown County Library for government and citizens to view and research as requested.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GEORGETOWN, here assembled on this 16th day of September 2021, which the Council hereby agrees to enter into the attached loan agreement with the Georgetown County Library to temporarily hold three (3) City of Georgetown ordinance books dating back to the 1800's.

RESOLVED THIS 16TH DAY OF SEPTEMBER 2021

Brendon M. Barber Sr., Mayor
City of Georgetown, South Carolina



Georgetown County Library
405 Cleland Street
Georgetown, SC 29440

INCOMING LOAN AGREEMENT

The Georgetown County Library acknowledges the receipt of the following item(s) being loaned to the library by:

Name:

Telephone:

Address:

Email:

Loan Period:

Description of Object(s) (include condition, size, and owner's valuation, if possible):

It is understood that the object(s) in this loan will remain in the condition received as described above and will not be repaired, restored, cleaned, or altered in any way without the permission of the owner. All damages to the object(s) at any point in this loan from the out date until returned will be reported to the owner immediately. The object(s) may not be lent to a third party without the advance approval of the owner. Permission is hereby granted to photograph the object(s) on loan for promotional purposes. This loan agreement may be terminated at any time by either party with a thirty day written notice. In the event the owner wishes to dispose of the object(s), the Georgetown County Library requests that it be permitted first option to acquire same.

I have read and agree to the conditions printed on this form and the attached Appendix A and certify that I have full authority thereto.

Lender Signature/Date:

GCL Representative Signature/Date:



Georgetown County Library
405 Cleland Street
Georgetown, SC 29440

RETURN RECEIPT

When the lender or his agent signs this receipt, the Georgetown County Library will consider the condition of the objects as noted acceptable to the owner and that subsequent claims for damage will not be filed.

Lender Signature/Date:

GCL Representative Signature/Date:



Georgetown County Library
405 Cleland Street
Georgetown, SC 29440

APPENDIX A

The Georgetown County Library Incoming Loan Agreement

Additional Conditions Governing Loans to the Georgetown County Library:

- 1) Insurance on the Object(s) will be limited to coverage by insurance policy(ies) of the Georgetown County Library which are in effect during the time that the Object(s) are located on property covered by the policy(ies). If the lender chooses to maintain his own insurance for Object(s) on loan to the Georgetown County Library, the Library must be supplied with a Certificate of Insurance naming the Library as an additional insured and waiving subrogation against the Library.
- 2) In the unlikely event of a dispute arising between the Library and the Owner of the Object(s), an Arbitrator may be appointed by agreement between the Library and the Owner, who shall make a final determination.
- 3) The Lender of the Object(s) is responsible for delivering the Object(s) to the property of the Library in the condition listed in the Loan Agreement and for removing the Object(s) from the property of the Library at the time that the loan is terminated.
- 4) The Library shall be notified of any changes of ownership during the duration of this loan, whether by reason of death, sale, insolvency, gift or otherwise, and prior to its return, the new owner shall be required to establish his/her legal right to receive the Object(s) by proof satisfactory to the Library.
- 5) For the period of the loan, the Object(s) may be displayed, stored or otherwise used by the Georgetown County Library, at its discretion, subject, however, to its exercising the same care and discretion in such display, use and storage as is customary in dealing with similar Object(s) owned by or on loan to the Library.



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ACTION ITEM

DOC ID: 3399

Council Meeting Date:	16 September 2021
Department:	Finance
Issue Under Consideration:	Motion to Approve Ordinance for Business License Standardization.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	
Points to Consider:	Change in Ordinance eff 1/1/22 due to State of South Carolina requirement.
Options:	Approve
Staff Recommendation:	Approve

Reviews:

John Barfield Completed 09/08/2021 4:56 PM
 Sandra E. Yudice Ph.D. Completed 09/08/2021 5:28 PM
 TOWN OF COTTAGEVILLE
 Stephanie Buccione Completed 09/09/2021 6:13 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Business License Ordinance (PDF)

STATE OF SOUTH CAROLINA)
) ORDINANCE NO. _____
 City of Georgetown)

AN ORDINANCE CHANGING THE BUSINESS LICENSE YEAR FOR BUSINESS LICENSE TAXES IN THE CITY OF GEORGETOWN; PROVIDING FOR A TRANSITIONAL CALCULATION YEAR; AND OTHER MATTERS RELATING THERETO.

WHEREAS, the City of Georgetown (the “Municipality”) is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to levy a business license tax on gross income;

WHEREAS, acting pursuant to such authority, the Municipality adopted Ordinance No. _____ on _____ (the “Business License Ordinance”), which ordinance establishes the requirement that each person or entity doing business within the Municipality must register the business and make application for a business license on or before the due date of each year;

WHEREAS, the Business License Ordinance Section 3. Purpose and Duration provides that yearly licenses issued thereunder, with certain exceptions as provided by State law, shall be issued for the twelve-month period of January 1 – December 30 (the “License Period”);

WHEREAS, the Business License Ordinance provides that the business license tax for each business license shall be based on the gross income of the licensee for a twelve-month period preceding the date of issuance of the license;

WHEREAS, Act No. 176 of 2020, now codified at S.C. Code §§ 6-1-400 to -420 (the “Business License Standardization Act”), requires the adoption of a standardized, statewide License Period from May 1 to April 30 of each year;

WHEREAS, the Business License Standardization Act further requires the adoption of a standardized, statewide Calculation Period based on the gross income for the calendar year preceding the due date, for the business's twelve-month fiscal year preceding the due date, or on a twelve-month projected income based on the monthly average for a business in operation for less than one year; and

WHEREAS, the purpose of this Ordinance is to amend the Business License Ordinance to conform to the Business License Standardization Act by adopting the required standardized, statewide License Period and Calculation Period;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown as follows:

SECTION 1. Adoption of Standardized License Year. Business licenses issued for the 2021 license year shall expire on April 30, 2022. Such license year ending on April 30, 2022, shall

commence on May 16, 2021 and shall run to April 30, 2022. Beginning with business licenses issued for the 2022 license year, the License Period within the municipality shall be from May 1 to April 30.

SECTION 2. Adoption of Standardized Calculation Period. Beginning with business licenses issued for the period from May 1, 2022, to April 30, 2023, the Calculation Period for gross income shall be the calendar year preceding the due date; the business's twelve-month fiscal year preceding the due date; or a twelve-month projected income based on the monthly average for a business in operation for less than one year.

SECTION 4. General Repealer; Effectiveness. All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective immediately.

PASSED by City Council duly assembled this _____ day of _____, 2021.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading:
Second Reading:

Elise F. Crosby
City Attorney



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ACTION ITEM

DOC ID: 3390

Council Meeting Date:	16 September 2021
Department:	Finance
Issue Under Consideration:	Motion to Approve Resolution to Receive American Rescue Plan funds.
Amount Requested:	\$4,352,151.90
Is Item in Current Budget?	No
If no, please explain:	Funding recently becoming available
Financial Impact:	Half of this funding will be received in FY2022 and the remaining half will be received in FY2023.
Points to Consider:	Budget for ARP funds to be reviewed and approved by Council.
Options:	Approve or disapprove
Staff Recommendation:	Approve

Reviews:

John Barfield Completed 09/08/2021 10:52 AM
 Sandra E. Yudice Ph.D. Completed 09/08/2021 3:49 PM
 Stephanie Buccione Completed 09/09/2021 2:32 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 ARPA Resolution (PDF)

A RESOLUTION

DESIGNATING AN AUTHORIZED REPRESENTATIVE AND CONTACT PERSON FOR PURPOSES OF THE AMERICAN RESCUE PLAN ACT OF 2021, AND OTHER MATTERS RELATING THERETO

WHEREAS, the American Rescue Plan Act of 2021 (ARPA) appropriates \$19.53 billion to states for distribution to nonentitlement units of local government (NEUs), which are local governments typically serving a population under 50,000; and

WHEREAS, the City of Georgetown, South Carolina, (the City), is a NEU for purposes of ARPA and expects to receive up to \$4,352,151.90 in funding (ARPA Funds) payable in two disbursements; and

WHEREAS, ARPA requires that each NEU designate an “Authorized Representative” to approve and sign documents, make certifications required by ARPA, and otherwise act as the funding recipient’s designated and lawfully appointed agent for purposes of ARPA; and

WHEREAS, ARPA further requires that the each NEU designate a “Contact Person” to receive official communications and notice related to ARPA; and

WHEREAS, for accounting purposes, City Council of the City of Georgetown, as the governing body of the City (the City Council), created the American Rescue Plan Act of 2021 Special Revenue Fund (ARPA Revenue Fund) during the FY 2022 budget process as a separate fund from its General Fund and other City funds to account for the disbursement of ARPA Funds to the City; and

WHEREAS, the ARPA Revenue Fund was exclusively created to account for the receipt of the ARPA Funds, including interest accruing to such fund, and all respective expenditures as approved by City Council; and

WHEREAS, under guidance from the US Treasury “interest for eligible uses under the SLFRF [State and Local Fiscal Recovery Funds] award”¹ is not restricted or limited; and;

WHEREAS, the ARPA Revenue Fund will be sunset once the ARPA Funds are exhausted and all expenditures have been paid by the City;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. Sandra E. Yúdice, Ph.D., the City Administrator of the City, is hereby designated as the City’s “Authorized Representative” pursuant to ARPA. In her capacity as the Authorized Representative, Dr. Yúdice is hereby authorized and directed to do all things necessary (including without limitation to sign documents, make certifications, make regular reports to City Council, and otherwise act on behalf of the City) to receive and administer receipt of the ARPA Funds. Additionally, the Authorized Representative is authorized to make arrangements for the expenditure and payment of the ARPA Funds for qualifying projects, subject to a valid budgetary appropriation by City Council and consistent with the rules governing the expenditure of ARPA Funds. The Authorized Representative’s contact information is:

Sandra E. Yúdice, Ph.D.
City Administrator
PO Drawer 939, Georgetown, SC, 29442

¹ Source: US Treasury, Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds, June 24, 2021, Version 1.1 (<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>)

1134 North Fraser Street, Georgetown, SC 29440
 843-545-4175
syudice@georgetownsc.gov

Section 2. John Barfield, the Finance Director of the City, is hereby designated as the City's "Contact Person" pursuant to ARPA. As Contact Person, Mr. Barfield is authorized to solicit and receive all necessary correspondence related to ARPA and act in the capacity of Contact Person under ARPA. Mr. Barfield's contact information is:

John Barfield
 Finance Director
 PO Drawer 939, Georgetown, SC, 29442
 1134 North Fraser Street, Georgetown, SC 29440
 843-545-4031
jbarfield@georgetownsc.gov

Section 3. City Council, acting through the Authorized Representative, will allocate any interest earnings accruing to the ARPA Funds within the ARPA Revenue Fund to infrastructure projects included in the City's budget or other applicable spending plan.

Section 4. Additional water, wastewater, or stormwater projects not currently included in the City's budget or spending plan may be supplemented by City Council's approval. Further ARPA Funds' earned interest, as approved in the budget, spending plan, or as otherwise subject to supplemental approval, may be expended and used as a local match for federal or state grants in accordance with the rules and regulations governing ARPA.

DONE IN MEETING duly assembled this 16th day of September, 2021.

ATTEST:

 Stephanie Buccione, City Clerk

 Brendon M. Barber, Sr., Mayor

Approved as to Form:

 Elise F Crosby, City Attorney

Attachment: ARPA Resolution (3390 : ARP Resolution)



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ACTION ITEM

DOC ID: 3387 B

Council Meeting Date:	16 September 2021
Department:	Finance
Issue Under Consideration:	Motion to approve the Regional Waste Water Treatment Plan True Up Payment to Georgetown County Water and Sewer District (\$98,533) and the Town of Andrews (\$51,600) for a total of \$150,133.00.
Amount Requested:	\$150,133
Is Item in Current Budget?	No not as a direct expenditure. It is a refund of receipt back to GCWSD (\$98,533) and Town of Andrews (\$51,600)
If no, please explain:	This amount is refunded from overcollections.
Financial Impact:	\$150,133 decrease in funds available for WWTP
Points to Consider:	These payments related to FY2020 should have occurred in the November 2020 to January 2021 timeframe. The financial statement auditors prepare include a schedule for this true-up calculation each year. There will be an additional true-up payment for FY2021 of approximately \$170,000 due in late 2021. Going forward through FY2022, finance staff will monitor collections and when possible adjust billings to keep these amounts closer to breakeven.
Options:	Approve in accordance with agreement
Staff Recommendation:	Approve

Reviews:

John Barfield Completed 09/08/2021 10:41 AM
 Sandra E. Yudice Ph.D. Completed 09/08/2021 12:10 PM
 Stephanie Buccione Completed 09/09/2021 2:30 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 RWWTP Final IJA with Aug 14 2019 revisions (PDF)
2. 2 FY18FY19FY20 RWWTP TrueUp (PDF)

WEST GEORGETOWN COUNTY REGIONAL WASTEWATER TREATMENT SYSTEM SERVICE AGREEMENT

Contracting Parties:

City of Georgetown

Georgetown County Water and Sewer District

Town of Andrews

County of Georgetown



Issued: April 18, 2019

Revised: August 14, 2019

Effective: October 1, 2019

Expires: October 1, 2029

THIS CONTRACT IS SUBJECT TO ARBITRATION PURSUANT TO THE SOUTH CAROLINA UNIFORM ARBITRATION ACT.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

TABLE OF CONTENTS

ARTICLE	TITLE	PAGE NO.
ONE	Factual Background	2
TWO	Definitions	4
THREE	Construction of the Projects, Purchase and Sale of the Wastewater Services	9
	3.1 Terms of Contract	9
	3.2 Description of Project	9
	3.3 Ownership Responsibilities	9
	3.4 Industrial Wastewater Treatment	9
	3.5 Allocation of Plant Treatment and Interceptor System Capacity	9
	3.5.1 Initial Allocation	9
	3.5.2 Reallocation of Hydraulic Capacity	10
	3.5.3 Reallocation of Pollutant Capacity	10
	3.5.4 Pledge to Reserve Wastewater Capacity	10
	3.6 Payment to Service Providers	10
	3.7 Annual Operating Budget	11
	3.8 Annual Capital Budget	11
	3.9 Billing	11
FOUR	Roles and Responsibilities	12
	4.1 General	12
	4.2 The Roles and Responsibilities of Each Participant	12
	4.3 The Roles and Responsibilities of the Service Providers	12
	4.4 The Role and Responsibilities of the City	13
	4.5 The Roles and Responsibilities of the District	13
	4.6 The Roles and Responsibilities of Georgetown County	13
FIVE	Monthly Service Charge	14
	5.1 General	14
	5.2 Calculation of Monthly Service Charge	14

TABLE OF CONTENTS (Continued)

ARTICLE	TITLE	PAGE NO.
	5.2.1 Base Charge	14
	5.2.2 Volume charge	14
	5.3 Annual Review of Costs	15
	5.4 Annual “True-Up” of Monthly Service Charge	15
	5.4.1 True-Up Process	15
	5.4.2 True-Up Schedule	16
SIX	Covenants, Representations and Warranties of Service Providers	17
	6.1 Authority of the City	17
	6.2 Authority of the District	17
	6.3 Approval and Permits	17
	6.4 Regulatory Compliance	17
	6.5 Operation and Maintenance	17
	6.6 Issuance of Bonds	17
	6.7 District and the City Responsibilities as Participant	18
SEVEN	Covenants, Representations, and Warranties of Parties	19
	7.1 Authority of Parties	19
	7.1.1 The City	19
	7.1.2 Town of Andrews	19
	7.1.3 Georgetown County Water and Sewer District	19
	7.1.4 County of Georgetown	19
	7.2 Payment of Allocated Capacity	19
	7.3 Payment of Monthly Service Charge	19
	7.4 Authority to Serve Service Areas	20
	7.5 Requirements in Excess of Allocated Capacity	20
	7.6 Preservation, Maintenance and Operation of Participant’s Wastewater Collection and Transmission System	20
	7.7 Agreement to be Bound by Bond Ordinance or Bond Resolution	20

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

TABLE OF CONTENTS (Continued)

ARTICLE	TITLE	PAGE NO.
	7.8 User Charge System	20
	7.9 Financial Condition	20
	7.10 Cooperation in Construction of the Projects	21
	7.11 Individual Financing	21
	7.12 Wastewater Quality	21
EIGHT	Wastewater Capacity	22
	8.1 Capacity Available	22
	8.2 Emergency or Maintenance Shutoff	23
NINE	Wastewater Collection	24
	9.1 Points of Wastewater Collection	24
	9.2 Participants to Operate and Maintain its Wastewater Collection System	24
TEN	Measuring Equipment	25
	10.1 General	25
	10.2 Service Providers to Supply Equipment and Official Record	25
	10.3 Calibration	26
	10.4 Costs of Metering	26
ELEVEN	Admission of New Participants	27
	11.1 Organizations Eligible to become Participants	27
	11.2 Vote to Add New Participants	27
	11.3 Obligations of New Participant	27
	11.4 Continuing Liability of Existing Participants	27
TWELVE	Sale of Allocated Capacity by a Participant Not in Default	28
	12.1 Conditions for Disposing of Allocated Capacity	28
	12.2 Continuing Obligations of Disposing Participant	28
THIRTEEN	Force Majeure	29
	13.1 Force Majeure by Participants	29

TABLE OF CONTENTS (Continued)

ARTICLE	TITLE	PAGE NO.
FOURTEEN	Default and Enforcement Remedy	30
	14.1 Default by Participant and Enforcement Remedy	30
FIFTEEN	Additional Remedy When there is a Failure to Pay the Monthly Service Charge	31
	15.1 Failure to Pay by Participant	31
SIXTEEN	Indemnification for Losses of Third Parties	32
	16.1 Indemnification by Parties	32
	16.2 Notice to parties	32
	16.3 Indemnification by Service Providers	32
	16.4 Notice to Service Providers	33
SEVENTEEN	Insurance Requirements	34
	17.1 Common Insurance Requirements	34
	17.2 Participants' Insurance Requirements	34
EIGHTEEN	Dispute Resolution	35
	18.1 Payments Required	35
	18.2 Dispute Resolution Process	35
	18.2.1 Level 1 - Resolution by Service Provider and the Participant	35
	18.2.2 Level 2 - Referral to Oversight Committee	35
	18.2.3 Level 3 - Disputes Resolution Committee	36
	18.2.4 Remedies	36
NINETEEN	Definition of Breach or failure to Perform a Material Obligation	37
	19.1 Breach of Contract	37
TWENTY	Duty to Minimize Damages	38
	20.1 Duty to Minimize Losses	38
TWENTY-ONE	Notice to Cure	39
	21.1 Notice to Cure	39
TWENTY-TWO	Audits, Record Keeping and Reports	40
	22.1 Records of Service Providers	40

TABLE OF CONTENTS (Continued)

ARTICLE	TITLE	PAGE NO.
	22.2 Records of Participant	40
	22.3 Service Provider's Annual Report	40
	22.4 Inspection of Records and Reports	40
	22.5 Cooperation Between Parties	40
TWENTY-THREE	The Composition, Duties and Costs of the Oversight Committee	42
	23.1 Composition of Oversight Committee and Meetings	42
	23.2 Officers	42
	23.3 Terms of Representatives	42
	23.4 Duties	42
	23.5 Costs and Expenses	44
TWENTY-FOUR	Mutual Cooperation in Issuance of Obligations	45
	24.1 Mutual Cooperation	45
TWENTY-FIVE	Future Expansions of the Treatment Facility and the Interceptor	46
	25.1 Expansion or Upgrade for Benefit of All Participants	46
	25.2 Capital Improvement for the Primary Benefit of One Participant	46
TWENTY-SIX	Miscellaneous Provisions	48
	26.1 Regulatory Bodies	48
	26.2 Change of Law	48
	26.3 Applicable Law	48
	26.4 Notices of Evidence of actions	48
	26.5 Severability	49
	26.6 Non-Assignability	49
	26.7 Execution in Counterparts	50
	26.8 Modification and Amendment	50
	26.9 Restrictions on Construction of Separate Facilities	50

**THIS CONTRACT IS SUBJECT TO ARBITRATION PURSUANT TO THE SOUTH CAROLINA UNIFORM
ARBITRATION ACT**

**WEST GEORGETOWN COUNTY REGIONAL WASTEWATER
TREATMENT SYSTEM SERVICE AGREEMENT**

A SERVICE AGREEMENT (HEREAFTER "CONTRACT") BY AND AMONG THE CITY OF GEORGETOWN, THE TOWN OF ANDREWS, THE GEORGETOWN COUNTY WATER AND SEWER DISTRICT, AND THE COUNTY OF GEORGETOWN.

THIS CONTRACT is made and entered into this the 18th day of April 2019 by and among the City of Georgetown (hereafter "City"), the Town of Andrews (hereafter "Andrews"), the Georgetown County Water and Sewer District (hereafter "District"), and the County of Georgetown (hereafter "County"). It is hereby contracted and agreed by and among the parties as follows:

Issued this 18th day of April 2019
Revised this 14th day of August 2019

Effective this 1st day of October 2019

Expires this 1st day of October 2029

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

ARTICLE ONE

FACTUAL BACKGROUND

As a means of setting forth the matters of mutual inducement that have resulted in the making of this Contract, it has been found and determined as follows:

- I. The City, Andrews, the District, and the County are all Parties to this Contract.
 1. An original contract was executed on October 30, 1997. There were four amendments executed on December 17, 1998, May 31, 2001, May 31, 2002, and July 1, 2009 and they are all incorporated into this contract.
 2. The City, Andrews, and the District are Participants in the Contract.
 3. The City and Andrews are municipal corporations duly chartered by the State of South Carolina pursuant to applicable constitutional and statutory provisions relative thereto. Each of these cities has heretofore established and now operates a municipal wastewater system.
 4. The District is a political subdivision of the State of South Carolina. The District has heretofore established and now operates a Satellite wastewater system #SSS000793
 5. The County is a political subdivision of the State of South Carolina. The County operates Georgetown County Landfill which accepts and processes biosolids from the service providers.
 6. The Parties have determined that by joining together wastewater transportation, treatment and disposal project for their mutual benefit, rather than each separately constructing its own new or improved system, economies of the scale will result in long term savings and other tangible and intangible benefits for their users and the community at large.
 7. The City 1) constructed the West Georgetown County Regional Treatment Facility (hereafter "Treatment Facility"), a wastewater treatment facility and discharge system that treats and discharges treated wastewater into the Sampit River; and 2) carries out the operations and maintenance of this Treatment Facility.
 8. The District constructed the West Georgetown County Regional Interceptor (Satellite) Sewer System (hereafter the "Interceptor") and carries out the operations and maintenance of this Interceptor.
 9. This District is duly authorized by the Constitutions and statutes of South Carolina and constructed the Interceptor and financed the construction in the manner hereafter set forth and took all actions required by the Constitution and Statutes of South Carolina. The District constructed and thereafter operates and maintains the Interceptor.

10. The Georgetown County Landfill accepts and processes biosolids and other sludges for a tipping fee to Participants in accordance with The Georgetown County Solid Waste Ordinance and applicable federal and state regulations and permits. Rates for land applying sludge at Georgetown County Landfill will be reviewed on an annual basis.
11. The Participants acknowledge that all expenditures made pursuant to this Contract must be derived from the revenues of the utility systems owned by each respective Participant.
12. The Participants further acknowledge the payments made by them to the Service Providers for the purchase of wastewater capacity pursuant to this Contract are intended to become a part of the revenues of the Treatment Facility and Interceptor Projects (hereafter the "Projects") and will be pledged to meet the principal of the interest on indebtedness of the Service Providers incurred to acquire and construct the Projects.
13. The Participants have determined that their rights in the Projects constitute extensions of their respective wastewater utility systems and that their obligations to pay the Service Providers the rates and charges for use of the Projects constitute a portion of the operating costs of their respective wastewater systems.
14. On the basis of the foregoing facts, the Parties enter into this Contract as of the date first above written.

ARTICLE TWO

DEFINITIONS

Unless the context shall clearly indicate some other meaning or may otherwise require, the terms defined in this Article shall, for all purposes of this Contract and of any agreement or other instrument amendatory hereof or supplemental hereto, have the meanings herein specified, with the following definitions to be equally applicable to both the singular and plural forms of any terms herein defined, unless otherwise specifically provided herein.

- 2.1 "Allocated Capacity" means that total portion of the wastewater capacity of the Projects initially or subsequently allocated to a Participant and verified by the Consulting Engineer as a reasonable projection of each such Participant's anticipated needs. Final allocations will be determined during final engineering design of the Projects.
- 2.2 "Base Charge" means the monthly charge payables to the Service Providers(s) which shall represent each Participant's fair allocation of the Debt Service and any other capital expenditures agreed upon by the Participants to be recovered through the Base Charge. The Base Charge shall be calculated as described in Article Five. The City will be excluded from paying a Base Charge on the Interceptor. In addition, any Participant contributing all or a portion of the Capital Costs of the Projects, shall have its Base Charge proportionately reduced.
- 2.3 "Bond Ordinance of Bond Resolution" means the official legal documents adopted by the Governing Body of either the City or the District to authorize and provide for the issuance of Bonds.
- 2.4 "Bonds" means the bonds, loans, or other financing instruments issued from time to time pursuant to and under authority of the Bond Ordinance of Bond Resolution for financing the Projections.
- 2.5 "Capital Cost of the Projects" means all costs of the Projects, including costs of the acquisition of necessary lands, easements, and rights-of-way over lands and water; costs erection, construction, rehabilitation, repair, and replacement of treatment, pumping storage, or other facilities and the installation of mains and pipelines; costs of financing and administration of acquisition, erection, construction, rehabilitation, repair, replacement or installation, and the like of aforesaid; and costs for such other purposes as agreed upon by the Participants.
- 2.6 "Capital Improvements" means a material expansion, replacement, rehabilitation, and /or upgrade to the Treatment Facility or Interceptor subject to this Contract.
- 2.7 "Completion Date" means the respective date that the Projects are to provide capacity to and accept wastewater from the Participants.
- 2.8 "Biosolids Processing facility" means the Georgetown County Landfill.

- 2.9 “Consulting Engineer” means the consulting engineering firm or corporation appointed pursuant to this Contract.
- 2.10 “Contract” means this Service Agreement.
- 2.11 “Contract Year” means a twelve-month period commencing on July 1 of a calendar year and ending on June 30 of the subsequent calendar year, except for the First Contract Year. The first Contract Year shall commence on the completion date and end at midnight on the next June 30.
- 2.12 “Debt Service” shall mean the costs of repayment of the Bonds as may be incurred for Capital Costs of the Projects, including relevant administrative expenses prior to issuance of the financing instruments, debt service payments, reserve requirements, coverage requirements, and other costs as required by the Bond Ordinance or Bond Resolution.
- 2.13 “DHEC” means the South Carolina Department of Health and Environmental Control
- 2.14 “Disputes Resolution Committee” means the committee of representatives appointed by the Parties to hear a dispute pursuant to Article Eighteen, which shall attempt to mediate and resolve disputes between the Parties arising from the terms and obligations of this Contract.
- 2.15 “EPA” means the United States Environmental Protection Agency.
- 2.16 “Fixed Costs” means amounts to be recovered through the Base Charge and includes 1) the principal and interest on the Bonds; 2) reserves to comply with the covenants of the Bond Ordinance(s) or Bond Resolution (s); and /or 3) other capital expenditures as agreed upon by the Participants to be recovered by the Base Charge.
- 2.17 “Force Majeure” means an occurrence which affects the respective duties and obligations of the Parties hereunder, which duties and obligations shall be suspended while and so long as performance thereof is prevented or impeded. A Force Majeure occurrence includes civil disturbances, riots, vandalism, vendor delays, fires, floods, hurricanes, tornadoes, epidemics, inclement weather, federal, state, or local governmental action or inaction, acts of war, acts of God or any other cause which is beyond responsible control of the Party from whom the performance was due.
- 2.18 “Governing Bodies” means those elected or appointed officials that are members of legal boards authorized to provide legal policy guidelines for the Parties.
- 2.19 “Indirect Costs” means the indirect costs of services provided the Participants by the Service Providers. Indirect costs shall include typical overhead costs incurred by the Service Provider to support wastewater service activities. These indirect costs shall include such cost items as accounting, finance, administration, engineering, security, risk management, purchasing, human

resources, governing body expenses, or other relevant costs where there is a logical relationship between the support cost and the wastewater service being provided.

- 2.20 "Infiltration and Joints" means the extraneous groundwater and surface water that can be expected to enter into the Interceptor, other than customers' wastewater, through the joints and manholes.
- 2.21 "Interceptor" or "Satellite Sewer System" means the West Georgetown County Regional Satellite Sewer System SSS000793, including the interceptor.
- 2.22 "MGD" means millions of gallons per day.
- 2.23 "Monthly service Charge" means the sum of each Participant's monthly Base Charge and monthly Volume Charge. The monthly Service Charge is considered an operating cost to each Participant and becomes a superior pledge over the payment of debt service of any outstanding bonded indebtedness of the Participants.
- 2.24 "Non-specification Influent" means wastewater delivered for transportation or treatment that does not conform to the physical and chemical quality requirements of the Service Provider (s), as defined by the Sewer Use Ordinances of the Service Providers.
- 2.25 "NPDES Permit" means the regulatory permit issued by DHEC or EPA to operate the wastewater facility under the National Pollution Discharge and Elimination System.
- 2.26 "Operating Budget" means the annual budget of the service Providers for operating the Treatment Facility or Interceptor.
- 2.27 "Operation and Maintenance Costs" (hereafter O&M Costs) means that portion of the Operating Budget which represents all costs of labor, equipment, materials, supplies, contracted services chemical, and power and all other things and expenses necessary to operate and maintain the Projects and the accumulation of operational reserves related to payment of such costs so that the Projects will supply each Participant its Allocated Capacity. O&M costs payable under the Contract shall in any month at least be equal to the amount required to be deposited monthly into the appropriate account for operation and maintenance of the Projects.
- 2.28 "Oversight Committee" means the committee of representatives appointed by the Parties which has the duties, responsibilities, and obligations rising from this contract as delineated in Article Twenty-Three.
- 2.29 "Participant" means a political entity which has entered into this contract to reserve and /or utilize wastewater capacity in the projects.
- 2.30 "Participant's Wastewater Collection System" means the wastewater collection system now owed by a Participant, and any extensions or improvements thereto hereafter made, but specifically excluding the Interceptor.

- 2.31 “Party” or Parties” means those entities to have executed this Contract, their successors, or assigns.
- 2.32 “Projects” means both the Treatment Facility and the Interceptor, as applicable to each of the Participants.
- 2.33 “Reserve Fund” means that special fund established by the Participants to provide funds for working capital requirements; depreciation funds for capital facilities as agreed to by the Participants; annual true-ups to be paid to Participant; operating contingencies; and other operating needs or demands necessary to provide continuous and suitable operations and maintenance of the Projects. Contributions to the Reserve Fund will be made through the Monthly Service Charge or cash calls by the Participants.
- 2.34 “Service Providers” means the City and /or the District, as applicable and as hereinafter further defined.
- 2.35 “Specification Influent” means wastewater delivered for transportation and/or treatment that conforms with the physical and chemical quality requirements of the Service Provider(s) as defined by their currently Sewer Use Ordinance(s).
- 2.36 “Treatment Facility” means the West Georgetown County Regional Wastewater Treatment Facility
- 2.37 “User” means a wastewater customer of a Participant.
- 2.38 “User Charge System” means a wastewater cost recovery system by which customers of each Participant pay their proportionate share of operating and maintenance costs. (Including replacement) associated with the West Georgetown County Regional Wastewater System and the wastewater system operated by each participant. User Charge requirements are governed by 40 C.F.R. §35.929.
- 2.39 “Volume Charge” means the monthly charge payable to the Service Providers for wastewater treatment or transportation, which charges shall be allocated among all Participants in direct proportion to each Participant’s usage. The volume charge shall be calculated as discussed Section 5.2.2. The City will be excluded from paying a Volume Charge for the Interceptor.
- 2.40 “West Georgetown County regional Wastewater Interceptor Sewer System” (hereafter the “Interceptor”) (Satellite wastewater system #SSS000793) means those major sewer force mains, together with pump stations, measuring devices, the Interceptor, and other adjunct facilities to be financed with proceeds of the Bonds, which facilities will be part of the Interceptor and will be used to transport wastewater to the Treatment Facility.
- 2.41 “West Georgetown County Regional Wastewater System” (hereafter the “Regional Wastewater System”) means the Treatment Facility, the Interceptor, and any capital additions to the Interceptor or Treatment Facility that benefits one or more of the Participants.

- 2.42 “West Georgetown County Regional Wastewater Treatment Facility”, (hereafter the “Treatment Facility”) means the wastewater treatment plant improved and enlarged by Georgetown and the effluent discharge outfall to the Sampit River.

ARTICLE THREE

CONSTRUCTION OF THE PROJECTS, PURCHASE AND SALE OF WASTEWATER SERVICES

3.1 Terms of Contract

This Contract shall become effective upon execution and delivery of the Contract to each of the Parties; provided, however, should any of the named Parties fail to execute this contract any Participant shall have the option to go forward with the Contract in the absence of any Participant. This contract shall be in effect for a period of 10 years from the date of execution.

3.2 Description of the Project

The Project consists of the Interceptor and the Treatment Facility.

3.3 Ownership Responsibilities

The City shall be the owner of Treatment Facility, the District shall be the owner of the Interceptor, and each shall have the rights of ownership and the responsibilities and rights of an owner, subject to the terms and provisions of this Contract. The flow equalization basin and the main pumping station previously owned by Andrews has become part of the Interceptor owned and operated by the District.

3.4 Industrial Wastewater Pretreatment

All participants covenant to meet and adhere to all requirements of the City's Industrial Wastewater Pretreatment Ordinance, as may be amended from time to time, and the City's approved Industrial Pretreatment Program, as may be amended from time to time. Georgetown will administer and enforce its Industrial Pretreatment program requirements to applicable customers of the West Georgetown County Regional Wastewater System served by the Interceptor and the Treatment Facility. The City agrees to sell industrial pretreatment services to these customers under all operational and administrative rules, guidelines and practices as established in the City's Pretreatment Ordinance, including high strength surcharges, laboratory and analysis fees, and penalties. All participants will cooperate with the City to identify all existing and future customers, which would be subject to the Pretreatment Ordinance.

3.5 Allocation of Plant Treatment and Interceptor System Capacity

3.5.1 Initial Allocation

The preliminary capacities of the Treatment Facility and the Interceptor will be initially 12.0 MGD and 6.0 MGD respectively.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

3.5.2 Reallocation of Hydraulic Capacity

The reallocation of hydraulic capacity will occur when: 1) one Participant has average daily flows above its initial Allocated Capacity for two (2) consecutive NPDES monthly reporting periods; 2) another Participant has flows below its initial Allocated Capacity for two consecutive NPDES monthly reporting periods; and 3) the Treatment Facility or the Interceptor does not need to be expanded. The basis for the cost of the reallocated hydraulic capacity will be “reproduction cost.” The Oversight Committee can override the requirement for the reallocation of capacity should unusual or extenuating circumstances exist.

Reproduction cost is defined as the original cost of the facility inflated to the date of transfer of allocation. The original cost of construction by the ratio of the estimated Handy-Whitman Index on the date of transfer to the estimated original Handy-Whitman Index at the time of beneficial occupancy of the Projects. Reproduction cost will be calculated as a cost per gallon and applied to the gallons of additional capacity allocation being procured.

If the conditions of reallocation are met and a Participant with excess hydraulic capacity declines to sell any of its excess hydraulic capacity, the Dispute Resolution Process, as identified in Section 18.2, will be initiated. During the period and until the dispute is resolved, the Participant utilizing hydraulic capacity above its allocation will be billed for the utilization at a rate as described in Section 7.5.

3.5.3 Reallocation of Pollutant Capacity

Should any Participant exceed for two (2) consecutive NPDES monthly reporting periods its allocated pollutant loading capacity, the Oversight Committee shall evaluate the appropriate course of action for reallocating capacity and/or expanding the Treatment Facility. The Oversight Committee shall attempt to determine a course of action that will not financially injure any Participant given its contracted share of pollutant loading capacity.

3.5.4 Pledge to Reserve Wastewater Capacity

In consideration Participants’ agreements to pay the Monthly Service charge and of the other terms, warranties, representations and agreements herein contained, the Service Providers agree to construct and maintain the Projects and, upon completion thereof, to reserve wastewater capacity to Participants. The Participants covenant and agree to maintain rates and charges for all services furnished by their respective systems which shall at all times be sufficient to satisfy and discharge their obligations under this contract and under any other agreement relating to the financing of the Projects.

3.6 Payment to Service Providers

Each Participant agrees to pay to Service Providers a Monthly Service Charge as defined in Section 5.2. Each Participant agrees that holders of Bonds may rely on the foregoing obligation

to assure payment of principal and interest on the Bonds and satisfaction of the requirements of the Bond Ordinance or Bond Resolution.

3.7 Annual Operating Budget

An annual Operating Budget will be prepared each year by each Service Provider to identify projected costs of the Projects to be recovered through the Volume Charge for the forthcoming year. The Operating Budget will include annual operating and maintenance costs, indirect costs, pay-as-you-go capital, and reserved fund contributions. Final Operating Budgets will be finalized within 30 days of completion of construction of the Projects.

3.8 Annual Capital Budget

An annual Capital Budget will be prepared each year by each Service Provider to identify projected capital costs of the Projects for the forthcoming year. The Capital Budget will include debt service to be recovered through the Base Charge plus any other capital requirements to be recovered through the Base Charge and /or the Volume Charge.

Prior to each Contract Year thereafter, the Service Providers shall adopt an annual Operating Budget and an annual Capital Budget for such upcoming Contract Year and shall furnish copies thereof to each Participant for review. Any required amendments to reflect material variations during a Contract Year shall also be adopted by the Service Providers and furnished to the Participants.

3.9 Billing

Monthly billing shall be sent to Participants by the Service Providers on or before the 15th of each month, or at such other time as established by the Service Providers, showing the amount due for the previous month. Invoices shall be due and payable on or before the 30th day of each month.

If any payment required of a Participant under this Contract shall be received by the Service Providers more than thirty (30) days after it is due, such Participant shall be in default, and interest on the amount of such payment shall accrue from the date such payment became due until paid in full with interest as herein specified at a rate equal to the higher of the interest rate on the Bonds or the prime rate from time to time announced by the largest commercial bank (measured in terms of total assets) located and doing banking business in the state of South Carolina, plus two (2%) percent.

ARTICLE FOUR

ROLES AND RESPONSIBILITIES

4.1 General

The roles and responsibilities of each party of the Project and this Contract are defined below.

4.2 The Roles and Responsibilities of Each Participant

- A. Ensure that specification influent is discharged into the Regional Wastewater System.
- B. Address appropriate infiltration issue within its service area.
- C. Provide input for budget preparation by Service Providers.
- D. Not allow the excessive discharge to the Treatment Facility of any substance that would cause non-compliance with applicable federal and state sludge use and disposal regulations and permits.
- G. Participate on the Oversight Committee.
- H. Maintain and operate collection systems connected to the Treatment Facility and/or the Interceptor.

4.3 The Roles and Responsibilities of the Service Providers

- A. Secure interim and permanent financing.
- B. Operate and maintain facilities.
- C. Coordinate economic issues:
 - Service fees
 - Annual true-up
 - Annual operating and capital budgets
 - Sale of capacity
- D. Report to participants.
- E. Coordinate expansions/upgrades.
- F. Serve as regulatory interface on ownership issues.
- G. Hold regulatory permits.
- I. Provide relevant regulatory compliance.
- J. Provide regulatory interface on operational issues.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

4.4 The Role and Responsibilities of the City

- A. Implement and enforce a pretreatment program to control discharges from all Industrial users of the West Georgetown County Regional Wastewater System.
- B. Implement and enforce specific local limits, as needed, to all parties.
- C. Update the industrial waste survey.
- D. Issue permits to all industrial users required to obtain a permit.
- E. Conduct inspections, sampling, and analysis of all IU within the Regional Wastewater System.
- F. Take all appropriate enforcement action as outlined in the City's Sewer Use Ordinance and Enforcement Response Guide.

4.5 The Roles and Responsibilities of the District

No additional responsibilities specific only to the District

4.6 The Roles and Responsibilities of Georgetown County

- A. Coordinate the biosolids disposal needs of the Treatment Facility and the District.
- B. Fund the purchase of equipment, vehicles, and miscellaneous capital items necessary to operate the biosolids processing facility.
- C. Operate and maintain the Georgetown County Landfill for accepting and processing of treatment Facility biosolids and other sludges for a tipping fee to Participants in accordance with The Georgetown County Solid Waste Ordinance and applicable federal and state regulations and permits. Rates for land applying sludge at Georgetown County Landfill will be reviewed on an annual basis.
- D. Comply with all relevant laws and regulations in operating the Georgetown County Landfill.

ARTICLE FIVE

MONTHLY SERVICE CHARGE

5.1 General

The descriptions of this Article apply equally to both the Treatment Facility and the interceptor.

5.2 Calculation of Monthly Service Charge

Each Service Provider will calculate and implement a Monthly Service Charge which will have 1) a Base Charge, which is a fixed component for the proportionate recovery of Fixed Costs; and 2) a Volume Charge, which is a variable component for the recovery of each Participant's proportionate share of the total Operating Budget.

5.2.1 Base Charge

The Base Charge will consist of one-twelfth (1/12) of each Participant's share (based upon allocated reserved capacity in each segment of the Project) of 1.) the Service Provider's annual debt service payment according to his debt payment scheduled including reserve fund contributions required by the Bond Ordinances or Bond Resolutions, and 2) capital expenditures agreed upon by the participants to be recovered through the Base Charge. The City will not pay a Base Charge related to the Interceptor. Any Participant contributing all or a portion of the Capital Costs of the Projects shall have its Base Charge proportionately reduced.

5.2.2 Volume Charge

The Volume Charge will be a signed rate per 1,000 gallons of delivered wastewater as measured by the flow measuring devices. This Volume Charge will be based upon:

- 1) Total revenue requirements consisting of the Operating Budget which includes budgeted O&M costs; budgeted indirect costs for the segments of the Project as developed by the indirect cost allocation plans of the Service Providers; budgeted "pay-as-you-go" (or cash funded annual capital programs); and budgeted contributions to a Reserve Fund as agreed upon by all Participants;

LESS

- 2) Operating or non-operating revenue offsets generated by the Service Providers related to the operations of the Treatment Facility and/or Interceptor. These offsets could include surcharges imposed on Participants exceeding capacity allocation, penalties, and other miscellaneous revenue.

The City will not pay a Volume Charge related to the Interceptor.

A Reserve Fund for the Treatment Facility will be maintained by the City and a Reserve Fund on the Interceptor may be established and maintained by the District should circumstances dictate. The Reserve Fund will be in the form of a revolving fund to be used for the following purposes; working capital requirements; annual true-ups to be paid to Participants; operating contingencies; depreciation funds for capital facilities as agreed to by the Participants; and other operating needs or demands necessary to provide continuous and suitable operations and maintenance of the Projects. Reserve Fund contributions will be proposed to the Oversight Committee as part of the Annual Operating Budget process.

The Operating Budgets may include Indirect Costs for the Service Provider. Indirect Costs will exclude any costs that do not support wastewater activities provided to the Participants by the Service Provider. Reasonable justification of the Indirect Costs included in the Operating Budget shall be provided by the Service Provider to the Oversight Committee as a part of the annual review of costs detailed in Section 23.4. The sum of the costs included in the calculation of the Volume Charge will be divided by the total projected annual flows from all Participants to determine the Volume Charge for the next Contract Year.

5.3 Annual Review of Costs

The costs used to calculate the Base and Volume Charges will be reviewed annually by the Oversight Committee as detailed in Section 23.4.

5.4 Annual “True-Up” of Monthly Service Charge

5.4.1 True-Up Process

After the completion of the fiscal year, actual O&M, indirect costs, pay-as-you-go capital improvements costs, and offsetting operating, and non-operating revenues will be determined, along with actual metered flows from each Participant during the Contract Year. After determining the difference between estimated costs and revenues used for calculating the Volume Charge, and actual costs and revenues for the Contract Year, a revised Volume charge will be calculated and applied to the actual wastewater flow delivered by each Participant during the Contract Year. The participant will be a true-up amount that will be due to, or due from each Participant. This true-up amount will become due and be paid in full by January 31 after the Contract Year to which the true-up relates.

5.4.2 True-Up Schedule

The preliminary annual True-up calculation will be provided to each Participant by each Service Provider by September 30 after completion of the Contract Year to which the true-up relates. The final True-up calculation will be provided by each Service Provider by December 31 after completion of the contract Year.

ARTICLE SIX

COVENANTS, REPRESENTATIONS, AND WARRANTIES OF SERVICE PROVIDERS

6.1 Authority of the City

The City represents and warrants that it is duly organized as a municipal corporation duly chartered in the State of South Carolina, and that it has all power and authority required to enter into this Contract and perform its obligations hereunder.

6.2 Authority of the District

The District represents and warrants that it is duly organized as a public corporate and political body formed in accordance with Act No. 733 of 1967, Acts of the general Assembly, as amended, and that it has all power and authority required to enter into this Contract and to perform its obligations hereunder and to make the representations and warranties contained herein.

6.3 Approval and Permits

The District and the City covenant to use their best efforts to obtain all federal, state and local government regulatory approvals and permits, all licenses, and other rights necessary to perform their obligations under this contract.

6.4 Regulatory Compliance

The District and the City represent and warrant that the Projects, when completed, will be in compliance with all applicable regulatory standards of the EPA and DHEC.

6.5 Operation and Maintenance

The District and the City, through their own staffs, or others employed by them, covenant to use their best efforts to provide all the operations and maintenance requirements of their respective wastewater treatment, transmission, and disposal facilities and to maintain the improvements and facilities in good repair and working condition, unless prevented therefrom by Force Majeure or other events outside of their control or responsibility.

6.6 Issuance of Bonds

The District and the City covenant to use their best efforts to issue Bonds or other debt instruments to fund Costs of the Projects as set forth in the initial Annual Capital Budgets described in Section 3.8.

6.7 District and the City Responsibilities as “Participant”

Both the District and the City are a Service Provider and a Participant under this Contract. As a Participant they covenant to be bound in all respects by the terms and provisions of the contract which apply to a Participant.

ARTICLE SEVEN

COVENANTS, REPRESENTATIONS, AND WARRANTIES OF PARTIES

7.1 Authority of Parties

Each Party represents and warrants that the Party has the authority to enter into this Contract and to perform its obligations hereunder and to make the representations and warranties herein contained.

7.1.1 The City

The City represents and warrants that it is a municipal corporation duly chartered by the State of South Carolina pursuant to applicable constitutional and statutory provisions relative thereto.

7.1.2 Town of Andrews

Andrews represents and warrants that it is a municipal corporation duly chartered by the State of South Carolina pursuant to applicable constitutional and statutory provisions relative thereto.

7.1.3 Georgetown County Water and Sewer District

The District represents and warrants that it is duly organized as a public corporate and political body formed in accordance with Act No. 733 of 1967, Acts of the General Assembly.

7.1.4 County of Georgetown

The County represents and warrants that it is a County duly chartered by the State of South Carolina pursuant to applicable constitutional and statutory provisions relative thereto.

7.2 Payment of Allocated Capacity

In certain cases, a Participant may elect to pay upfront for its Allocated Capacity rather than to pay for this capacity through its monthly Base charge. In such cases, the Participant covenants and agrees to purchase its Allocated Capacity agreed upon in keeping with the time limits established by the service provider.

7.3 Payment of Monthly Service Charge

Each Participant pledges to pay promptly the Monthly Service Charge each month and any other charges which from time to time may be required hereunder during the term of this Contract.

7.4 Authority to Serve Service Areas

The Participants warrant and represent that they collectively are authorized to serve those geographical areas set forth.

7.5 Requirements in Excess of Allocated Capacity

If in any month before a reallocation of capacity is performed a Participant uses capacity in excess of its allocated capacity, that Participant will be surcharged a proportionate amount of the Base Charge related to that excess use as specified in Article Five plus a penalty. The penalty will be 100% of the Volume Charge applied to that amount of the flow in excess of the Allocated Capacity. Payment of the penalty will not alleviate the responsibility of the Participant to purchase additional capacity as discussed in Section 3.5.2.

7.6 Preservation, Maintenance and Operation of Participant's Wastewater Collection and Transmission System

Each Participant represents that it presently owns its wastewater collection and transmission system providing sewer service to its users and contemplates some expansion of that system. Each Participant covenants to use its best efforts to maintain its system in good repair and working condition, unless prevented therefrom by Force Majeure.

7.7 Agreement to be Bound by Bond Ordinance or Bond Resolution

The Parties each agree to be bound by the provisions of the Bond Ordinance or Bond Resolution of the issuing Service Provider for applicable capital costs under this contract and similar documentation creating legal obligations to the holders of the Bonds.

7.8 User Charge System

The Participants each agree to maintain a User Charge system governed by 40 C.F.R. §35.929, "Requirements for user charge system."

7.9 Financial Condition

Each Participant represents and warrants that there has been no material change in its financial condition as set forth in its annual audited financial statements. Each Participant further represents and warrants that it will notify the Service Providers within 45 days of any material change from the information set forth in its annual audited financial statements. Guidance for determining a material charge shall be governed by generally accepted account principles.

7.10 Cooperation in Construction of the Projects

Each Participant covenants to cooperate with the Service Providers in the construction and acquisition of the Projects. Each Participant covenants to grant, or acquire and grant, without charge to the Service Providers, any reasonably required construction easements and any permanent easements and land necessary. The Service Providers agree to restore the easement property in a reasonable manner after construction. Each Participant covenants to grant the Service Providers access to its property to the extent reasonably necessary to construct and install the points of delivery and the appurtenant devices.

7.11 Individual Financing

Each participant will be allowed the flexibility to pursue individual financing; and all potential financing must consider the impacts related to current financing and outstanding debt requirements of all the Participants.

7.12 Wastewater Quality

As the NPDES Permit holder, all parties acknowledge that the City will be responsible to DHEC for ensuring that specification Influent treated in the treatment Facility and disposal biosolids resulting from the treatment of Specification Influent comply with appropriate pretreatment requirements. All parties acknowledge this responsibility for compliance is reliant in part on the wastewater quality delivered for treatment.

Each Participant covenants and agrees to deliver wastewater to such a quality that is treatable within reasonable constraints of the wastewater facility it is using (Specification Influent). Such quality shall be defined by the City's most current Sewer Use Ordinance.

In accordance with 40 CFR 403.8(f)(3) the City shall have sufficient resources and qualified personnel to carry out the authorities and procedures in the Industrial Pretreatment Program and the Authority to assess high strength surcharges to Participants or Participant's users. The City will surcharge any of the users delivering high strength wastewater above domestic concentrations as described in the City's Sewer Use Ordinance.

ARTICLE EIGHT

WASTEWATER CAPACITY

8.1 Capacity Available

The Service Provider's obligation to each Participant to provide wastewater treatment and transmission capacity hereunder shall be limited to a maximum amount per day not to exceed the Allocated Capacity of each Participant.

Although the Service Providers have no obligation under this Contract to provide wastewater capacity in excess of the allocated capacity, temporary capacity needs in excess of a participant's allocated capacity shall be supplied by the Service Providers in the event excess capacity is available and capable of being delivered to meet the participant's temporary needs without interfering with the Allocated Capacities of the other Participants.

The Participant with temporary excess capacity becomes the Selling Participant, or Lessor, and the Participant with the need of additional capacity becomes the Purchasing Participant, or lessee.

If, however, more than one Participant requires excess capacity and there is not sufficient capacity to furnish all such Participants' excess needs, the Selling Participant may supply the needs of all such Participants on a pro-rata basis according to the original allocation of capacity reserved in conjunction with this Agreement as amended.

The Participant shall not, however, discriminate against any Participants in favor of any other Participants in supplying needs in excess of Allocated Capacity.

Payment for such excess capacity shall be based upon a lease arrangement with certain terms negotiated between the Selling Participant and the Purchasing Participant.

The monthly lease payment will assume a 20-year amortization period; a principal based upon a capacity cost as determined under Section 3.5.2 using the reproduction cost approach; and the Bond interest rate to which the capacity relates.

If the Bonds are paid out or capacity was purchased by upfront contributions from Participants, and interest rate will be established based upon analysis performed and approved by the Oversight Committee.

8.2 Emergency or Maintenance Shutoff

The Service Providers undertake to use reasonable care and diligence to provide uninterrupted service as provided herein but reserves the right at any time to temporarily interrupt service for emergency and maintenance purposes. The Service Providers shall give to the Participants notice not less than forty-eight (48) hours in advance of any such service interruption except that in emergencies it shall give notice which is reasonable under the particular circumstances. No adjustment shall be made to the Monthly Service Charge in the event of emergency or maintenance service interruption.

ARTICLE NINE

WASTEWATER COLLECTION

9.1 Points of Wastewater Collection

The points of wastewater collection shall be defined as the metering points where the wastewater is either delivered to the Interceptor or received at the Treatment Facility.

9.2 Participants to Operate and Maintain its Wastewater Collection System

Each Participant agrees to operate its own wastewater collection system from the point(s) of Wastewater Collection described above to its user.

ARTICLE TEN

MEASURING EQUIPMENT

10.1 General

The City shall be responsible for providing devices measuring wastewater flows influent to the Treatment facility. The District shall be responsible for providing devices measuring wastewater flows into the Interceptor.

10.2 Service Providers to Supply Equipment and Official Record

The Service Providers shall furnish and install, own, operate, maintain, repair, and replace at the points of collection, the necessary equipment and devices for properly measuring the quality of wastewater delivered under this Contract together with such structures as the Service Providers shall deem necessary to house and reasonably protect such equipment and devices.

Such equipment and devices shall be of a type meeting the established industry standards acceptable to the Oversight Committee. Such structures and equipment shall be located at sites selected and provided for such purpose by each Participant within the service area of each respective Participant or at a common boundary, the specific locations of sites to be determined during final engineering design.

All such sites shall be subject to review and approval by the Service Providers, to which approval shall not be unreasonably withheld. Each participant agrees to grant to the Service Providers a property interest, easement, or right of way in each respective site sufficient to enable right of ingress or egress to such during the term of this contract.

The Service Providers and each Participant shall have access to such structures and equipment for examination and visual inspection at all reasonable times, but the reading for billing purposes, calibration adjustment, and maintenance thereof shall be done only by the employees or agents of the Service providers.

No Tampering or adjustment shall be made by a Participant. For the purpose of this Contract, the official record of readings of the meter or meters shall be the journal or computer record or other record book of the Service Providers in its office in which the records of the employees or agents of the Service Providers take the readings or may have them transcribed.

Upon written request of a Participant, the Service Providers give the Participant a copy of such journal, record book or permit the Participant to have access thereto in the office of the Service Providers during regular business hours.

10.3 Calibration

At least once in each Contract Year, the Service Providers shall have an independent certified meter expert calibrate its meters measuring wastewater either delivered for transmission or received to treatment and disposal. The Service Providers shall give each Participant at least forty-eight (48) hours advance notice of calibration so that a representative of the Participant at least has the opportunity to be present. The Service Providers and the Participant shall jointly observe any adjustments which are made to the meter in case any adjustments may be necessary.

Upon the request of any Participant, the Service Provider shall schedule certification of a particular meter or meters by a certified meter expert and shall give the Participant such advance notification thereof as is reasonable under the circumstances. In the event that such certification shows that the meter is accurate within a range of +5% to -5%, the "Participant" requesting the certification shall pay. In the event that such certification shows that the meter is not accurate within a range of +5% to -5%, the Service provider shall pay for the certification.

To adjust billing for a certification that is not accurate with such range, the Service Providers and the Participant shall review available data to determine as accurately as possible the date upon which the inaccuracy began, the amount of the usage disruption, and the amount that the bill should be adjusted, if any.

10.4 Costs of Metering

The Service Providers will bear the meter costs of providing, operating, and maintaining the metering facilities, and will recover these costs from the benefiting Participant. The metering cost for wastewater measured at the wastewater treatment plant shall be recovered through the Volume charge for the Treatment facility. The metering cost for measurement of Andrew's usage shall be recovered exclusively from Andrews. The metering costs to measure District usage shall be recovered exclusively from the District.

ARTICLE ELEVEN

ADMISSION OF NEW PARTICIPANTS

11.1 Organizations Eligible to Become Participants

Any new Participant shall be either a public body or a nonprofit corporation, which shall be authorized to, and which shall agree to become bound by this Contract.

11.2 Vote to Add New Participants

Amendment of this Contract to add a new Participant shall be by majority vote of the Oversight Committee. Representation by a new Participant on the Oversight Committee shall be determined by the Oversight Committee.

11.3 Obligations of New Participant

A new participant shall pay a Monthly Service Charge calculated in the same manner as for other Participants, plus an initial connection charge sufficient to reimburse the existing Participants for a fair share of Fixed Costs as of the date the new Participant becomes a Party to the Contract. That connection charge shall consist of: 1) the actual costs of being connected to the Interceptor or Treatment Facility (including the metering facility) including relevant overhead costs, and 2) the Capital costs as defined in Section 3.5.2, Reallocation of Capacity.

The connection charge shall be paid to the appropriate Service Providers (transportation or treatment) in a lump sum as of the date the new Participant is admitted. The portion of the connection fee related to connecting a new Participant to the Projects will be used to pay the actual cost of connection. The portion of the connection fee related to reallocation of Capacity will be paid, prorated to those Participants transferring their capacity to the new Participant. The transferring Participants(s) will continue to pay the Base Charge on the Reallocated Capacity.

The capacity requested by the prospective Participant shall be reviewed prior to purchase by the Oversight Committee to determine whether the request reasonably reflects the anticipated future needs of such prospective Participant.

11.4 Continuing Liability of Existing Participants

The admission of a new Participant shall in no way reduce the obligations of the existing participants and they shall remain liable to the service Providers.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

ARTICLE TWELVE

SALE OF ALLOCATED CAPACITY BY A PARTICIPANT NOT IN DEFAULT

12.1 Conditions for Disposing of Allocated Capacity

A Participant not in default may sell or lease all or any portion of its Allocated Capacity, but only upon the following conditions:

- A. The valuation of the share to be sold shall be made by the reallocation formula set forth Section 3.5.2.
- B. The share shall first be offered to the remaining Participants, on the same terms, and upon a pro rata basis according to Allocated Capacity for a period of 90 days, unless extended by the selling Participants.
- C. If any Participant(s) elects not to receive its portion, then that portion shall be offered pro rata according to Allocated Capacity to the other Participants for a period of 30 days unless extended by the selling Participant.
- D. If all or any portion remains, it may then be offered to a new proposed Participant approved by the existing Participants under the provisions of Article Eleven.
- E. If any Participant elects to lease a portion of its capacity to another it may do so under the terms identified in Section 8.1, provided that such a lease arrangement in no way eliminates or changes in any manner the Participant's rights and responsibilities under this Contract.

12.2 Continuing Obligations of Disposing Participant

No such sale, lease, rental or other disposition shall waive or relieve this disposing Participant from its obligations and liability under this Contract, and it shall remain liable to the Service Providers, except such liability shall be reduced to the extent the new Participant shall be deemed by the bond trustee to be of equal financial responsibility with the disposing Participant and both willing to, and financially capable of, assuming its pro rata share of liability hereunder.

ARTICLE THIRTEEN

FORCE MAJEURE

13.1 Force Majeure by Participants

In case any Party by reason of Force Majeure shall be rendered unable wholly or in part to carry out its obligations under this Contract, then if such Party shall give notice and full particulars of such Force Majeure in writing to the other Parties within twenty-four hours of the existence of such Force Majeure, the obligation of the Party giving such notice so far as it is affected by such Force Majeure shall be suspended during the continuance of the inability then claimed, but for no longer period, and any such Party shall be required to resume performance of its obligations under this Contract upon the termination of the aforementioned Force Majeure; provided, however, the Party unable to perform shall use its best efforts and act in good faith to avoid or overcome the impediment. No Force Majeure which renders any of the Parties unable to perform under this Contract shall relieve a Participant of its obligation to make payments to the Service Providers as required under Article Five.

ARTICLE FOURTEEN

DEFAULT AND ENFORCEMENT REMEDY

14.1 Default by Participant and Enforcement Remedy

In the event any Party breaches or fails to perform any material obligation of this Contract, the remaining Parties, after expiration of the time set forth in the notice to cure and the exhaustion of the initial procedure for the resolution of disputes set forth below in this Contract may seek declaratory relief, a writ of mandamus, or sue for specific performance of the obligation in the Common Pleas Court of Georgetown County and may seek both a temporary or permanent mandatory injunction requiring performance by the defaulting Party or a temporary or permanent order restraining the defaulting party. In addition, and as a part of the same proceeding, if prevailing, the Plaintiff Party may recover attorney's fees incurred and may recover for the actual loss of any net revenues during the period of the defaulting Party's insurance coverage as required by this Contract. In no event shall any Party be entitled to sue for or recover punitive damages.

ARTICLE FIFTEEN

ADDITIONAL REMEDY WHEN THERE IS A FAILURE TO PAY THE MONTHLY SERVICE CHARGE

15.1 Failure to Pay by Participant

Upon the refusal or inability of a Participant to pay the Monthly Service charge within sixty (60) days of the date it is due, the remaining Participants shall purchase that portion of the Allocated Capacity on a prorated basis and shall assume the pro rata share of the Monthly Service charges applicable to that portion of the Allocated Capacity for the remaining term of the Contract or until a sale can be made. The sales shall be automatic, without the execution or delivery of any further documents except a written notice from the Service Providers to the remaining Participants that the Allocated Capacity has been prorated and transferred. The notice shall show how the share was divided, the amount due by each Participant to catch up the arrears of the defaulting Participant, and the new Monthly Service Charge as adjusted for each remaining Participant.

No sale or transfer shall, however, waive or release the defaulting Participant from its obligations to pay under this Contract, and the defaulting Participant shall remain liable to the Service Providers as if the sale had not occurred; provided, however, such liability shall be reduced to the extent the Service Providers shall receive actual payment from a purchaser or a transferee.

A determination of inability to pay may also be made upon the following events:

- A. If a decree or order for relief is entered against the Participant in an involuntary case under any applicable bankruptcy, insolvency, state receivership, or similar law; or
- B. If a receiver, liquidator, custodian or trustee or similar official is appointed for Participant or over its assets; or
- C. If an order provides for the liquidation of a Participant's affairs and remains unstayed or in effect for twenty (20) days; or
- D. If Participants shall consent to any such order or appointment; or
- E. If Participant should commence a voluntary bankruptcy, including a reorganization bankruptcy, receivership or liquidation; or
- F. If Participant shall make a general assignment for the benefit of creditors.

ARTICLE SIXTEEN

INDEMNIFICATION FOR LOSSES OF THIRD PARTIES

16.1 Indemnification by Parties

To the extent permitted by law, the Parties and the Service Provider agree to indemnify and defend each other, including their agents, officers and employees, against all liabilities from suits, proceedings, demands, judgments, damages, losses, expenses, and costs of any third party. Such indemnity shall be available only if the indemnifying Party has 1) breached this Contract, or 2) acted or failed to act in a negligent or more culpable manner. Losses to third parties that are subject to indemnification shall include civil and criminal fines; penalties; takings (whether direct or indirect); loss of use of services; bodily injury, death, personal injury; damage to real or personal property ; and reasonable attorneys' fees and costs (including appellate proceedings).

16.2 Notice to Parties

The Service Providers shall promptly notify a Party of any material civil or criminal actions filed against it; of any notice of material violation from any Federal or State agency; or of an material claim as soon as practical arising out of the Party's performance or failure to perform any of the obligations under this Contract.

The Party, upon receipt of such notice, shall have the right at its election to defend all actions or suits or join in the defense. Nothing herein shall be construed to prevent the Service Providers from defending its own interests.

16.3 Indemnification by Service Providers

The Service Providers agree to indemnify, defend, hold harmless, and reimburse any Party, its agents, officers and employees from and against any and all losses, liabilities, expenses, and all claims for damages, of a third party, of any nature whatsoever, relating to or arising out of any action or failure to act by the Service Providers, its officers, agents, or employees or relating to, or arising out of, the performance or failure to perform by the Service Providers, its officers, agents, or employees of any of the obligations under this Contract. Losses liabilities, expenses, and claims for damages shall include, but not be limited to, civil and criminal fines and penalties, a taking, whether director or indirect (inverse), loss and use of services, bodily injury, death, personal injury or injury to real or personal property, defense costs legal fees and costs, and attorney's fees for an appeal. It is specifically understood and agreed that recovery under this section shall not be limited by the Service Providers' insurance coverage.

16.4 Notice to Service Providers

A Party shall promptly notify the Service Providers of any material civil or criminal actions filed against it or of any notice of material violations from any Federal or State agency or any material claim as soon as practical. The service Providers, upon receipt of such notice, shall have the right at its election to defend any and all actions or suits or join in the defense. Nothing herein shall be construed to prevent a Party from defending its own interests.

ARTICLE SEVENTEEN

INSURANCE REQUIREMENTS

17.1 Common Insurance Requirements

For protection against liability and property claims for the Project(s), the Service Providers shall provide insurance for the Treatment Facility and Interceptor. Insurance will include the following types of coverage to the extent available at a reasonable cost: builder's risk, tort liability, auto liability, flood, inland marine coverage, replacement cost fire insurance, electronic data processing, and contingent business interruption. The applicable Service Provider will be the named insured and will be responsible for maintaining the coverage. The cost of all annual premiums and/or allocations will be included by the Service Provider in the Operating Budget and recovered through the Volume Charge.

17.2 Participants' Insurance Requirements

Each Participant shall be required, to the extent available at a reasonable cost, to maintain contingent business interruption coverage and all other insurance coverage necessary in order to comply. Costs for this coverage will be borne by the Participant.

ARTICLE EIGHTEEN

DISPUTE RESOLUTION

18.1 Payments Required

If a Participant choose to dispute all or any part of any billing or payment arising under terms of this contract, the Participant shall nevertheless pay this full amount of any such billing or payment when due. The Participant shall also include with such payment written notification to the Service Provider that there is a dispute of the billing or payment amount, the grounds for the dispute, and the amount in dispute.

18.2 Dispute Resolution Process

The Dispute Resolution process will provide an orderly mechanism to address disagreements and disputes related to this Agreement among Parties and Participants. Disputes could relate to capacity allocation and reallocation; and other matters of common interest to the Parties. Each Party and Participant agrees to follow the Dispute Resolution process as defined in the Article.

Use of the singular in this Section applies equally to parties of plural action.

18.2.1 Level 1 – Resolution by Service Provider and the Participant

Upon receipt of notification of a dispute, representatives of the disputing Parties shall meet to resolve such dispute. The disputing Parties shall promptly attempt and continue efforts to resolve the dispute.

If the dispute is a billing dispute, no adjustment or relief on account of any disputed charges shall be made unless the disputed charges have been paid as required by this section and the Service Provider has been given notice of the dispute within a reasonable period from the time the Participant knew or should have known of the facts giving rise to the dispute.

In the event that it is determined that the Participant shall have overpaid, it shall receive a refund of the overpayment.

18.2.2 Level 2 – Referral to Oversight Committee

In the event the disputing Parties are unable to resolve the dispute, the party initiating the dispute shall notify the Chairman of the Oversight Committee in writing. The Oversight Committee, within a ten (10) day “cure period” of receiving such written notification, shall attempt to mediate the dispute between the disputing Parties.

18.2.3 Level 3 – Disputes Resolution Committee

In the event the Oversight Committee is unsuccessful in mediating the dispute, it shall within ten (10) days after the expiration of the cure period, elect one person, not a member of the Oversight Committee, as Chairman of a Disputes Resolution Committee. Within this same time period, the Oversight Committee shall also notify each disputing Party to name one person to serve on the Disputes Resolution Committee. Each Party to the dispute shall have five (5) days from receipt of notice by the oversight committee to select its delegate to the Disputes Resolution Committee.

The Disputes Resolution Committee shall meet within fifteen (15) days to mediate and resolve the dispute between the Parties. In the event a resolution of the dispute is obtained, the resolution must be approved by the Governing Bodies of the Parties in dispute.

18.2.4 Remedies

In the event resolution is not obtained, Remedies available to the parties include those as described in Section 14.1, supra.

Jurisdiction for any action brought hereunder shall be the state courts of the State of South Carolina.

ARTICLE NINETEEN

DEFINITION OF BREACH OR FAILURE TO PERFORM A MATERIAL OBLIGATION

19.1 Breach of Contract

A default, breach, or failure to perform a material obligation of this Contract is such that causes one or more of the following: (i) economic loss but not a de minimus economic loss, or (ii) impairment of the ability of any Party to pay any obligation, or (iii) interference with the success of the Project for any Party or the Service Providers, or (iv) risk to public health.

ARTICLE TWENTY

DUTY TO MINIMIZE DAMAGES

20.1 Duty to Minimize Losses

Every Party to this Contract shall have the affirmative duty to use its best efforts in good faith to minimize any losses or damages arising each against the other, and it shall be a duty of the Oversight Committee to encourage and assist in the minimization of damagers.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

ARTICLE TWENTY-ONE

NOTICE TO CURE

21.1 Notice to Cure

Any Party defaulting shall be given a written notice and demand to cure the breach or failure to perform within thirty (30) days by the Party claiming a breach or failure who shall prepare a certificate of mailing.

A copy shall be sent to the Oversight Committee, and all Participants, as well as the defaulting Party.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

ARTICLE TWENTY-TWO

AUDITS, RECORD KEEPING, AND REPORTS

22.1 Records of Service Providers

Service Providers shall keep separate, distinct and accurate records and accounts for the Treatment Facility and the Interceptor.

These records shall contain information confirming the receipt and application of proceeds from the Bond issue and receipts; and application of all revenues and expenditures from the Projects. An independent Certified Public Accountant employed by Service Providers annually shall audit such records and accounts, and such audit, including comments and recommendations, shall be made available to the Oversight Committee within thirty (30) days after completion of the audit.

22.2 Records of Participant

Each Participant shall keep similar separate, distinct and accurate records for its utility systems and shall submit copies thereof to the Service Providers upon request.

22.3 Service Provider's Annual Report

Service Providers shall, within ninety (90) days after the close of each Contract Year, make an annual report to all Participants of its prior year's activities. This annual report shall summarize its operations (including its industrial pretreatment program), financial reports, and legal activity for the year. It shall also provide the preliminary true-up calculations per Section 5.4; its proposed Operating Budget for the next Contract Year including justification for Service charge Calculations of next Contract Year; and its goals for the next year.

Within one hundred- eighty (180) days after the close of each Calendar Year the Service Provider shall finalize the true-up calculations for each Participant and its Operating Budget, its Capital Budget, and the Monthly Service Charge for the next Contract Year.

22.4 Inspection of Records and Reports

Such records, audits, and reports of Service Providers and those of any Participant shall be made available to any duly authorized representation of a Participant, the Service Providers or the Oversight Committee, for inspection at reasonable times, during normal office hours, at the office of the Party having such records.

22.5 Cooperation Between Parties

The Service Providers and every Participant shall be responsive to any reasonable request or demand from the Oversight Committee to provide any additional information relating to any of the above matters, and further, upon request, shall cooperate or furnish the data for an audit of

physical facilities of the Projects or of any Participant's Wastewater Collection and Transmission System.

ARTICLE TWENTY-THREE

THE COMPOSITION, DUTIES, AND COSTS OF THE OVERSIGHT COMMITTEE

23.1 Composition of Oversight Committee and Meetings

The Oversight Committee shall be composed of two representatives for each Participant. The Governing Boards of each Participant reserve the right to appoint two positions to the Oversight Committee. Initially, the appointments will include the Executive Director of the District, the City's Public Water Utilities Manager & Public Works, and the Town Administrator of Andrews plus one additional representative appointed by the Governing Bodies of each Participant. Each Participant may appoint an alternate to act on behalf of an Oversight Committee member in their absence. In addition, the Georgetown County Administrator will be an ex officio member and will vote only to break a tie. Written notice of such appointments shall be given by the respective Governing Bodies to the Oversight Committee. Each Participant shall be entitled to one vote upon each matter on which the Oversight Committee has authority to vote hereunder. The business of the Oversight Committee shall be conducted by a simple majority vote. The Oversight Committee shall meet at least bi-annually. Meetings of the Oversight Committee may, however, be held more frequently, as necessary, upon call for a meeting by the chairman, or by not less than two Participants.

23.2 Officers

The Oversight Committee annually shall elect the following officers: A Chair and Vice-Chair. Officers shall be from different Participants. The duly elected officers of the Oversight Committee shall assume their respective duties on or after July 1st of each year.

23.3 Term of Representatives

Each representative and each alternate representative shall serve at the pleasure of the Governing Board appointing such person.

23.4 Duties

The duties of the Oversight Committee shall consist of the following:

- A. To propose and maintain provisions of the Service Agreement;
- B. To act as the focal point for interfacing with participants and resolving disputes between the Service Providers and the Participants or between Parties as required under this Contract.

- C. To review and make recommendations relating to each annual Operating Budget and each Capital Budget of the Service Providers;
- D. To review each annual audit and annual report of the Service Providers relating to the Treatment Facility and the Interceptor;
- E. To call for additional audits when deemed necessary;
- F. To require audits of physical assets and performance of this Contract by any Party when deemed necessary.
- G. To review application and appropriateness of the various formula and annual service fee true-up set forth in this Contract throughout the term of the contract;
- H. To propose amendments to this Contract to admit a new Participant;
- I. To determine the representative, if any, a new Participant should have on the Oversight Committee.
- J. To review and make recommendations concerning expansion of the Treatment Facility and the Interceptor;
- K. To encourage cooperation between the Parties and the success of the Projects;
- L. To recommend enforcement of this Contract;
- M. To report its findings and recommendations to the Governing Body of each Party;
- N. To maintain an active role in the procurement of professional services, recommend preferred consultants and vendors to the Service Providers, and other related activities;
- O. To recommend the review and approval as appropriate, the assignment or transfer of this contract or interest herein by a Party;
- P. To determine appropriate action should a Participant exceed their pollutant loading capacity; and
- Q. To carry out any additional responsibilities as required in the Contract.

23.5 Costs and Expenses

Each Participant shall bear the costs and expenses of its representatives to the Oversight Committee.

ARTICLE TWENTY-FOUR

MUTUAL COOPERATION IN ISSUANCE OF OBLIGATIONS

24.1 Mutual Cooperation

Each Party shall cooperate with the Service Providers in the issuance of Bonds. In connection therewith, each Party and the Service Providers shall comply with all reasonable requests of each other and will, upon request, do as follows:

- A. Make available general and financial information about itself;
- B. Consent to publication and distribution of its financial information;
- C. Certify that general and financial information about it is accurate, does not contain an untrue statement of a material fact and does not omit to state a material fact necessary in order to make the statements in the information, in light of the circumstances under which they were made, not misleading;
- D. Make available certified copies of official proceedings;
- E. Provide reasonable certifications to be used in a transcript of closing documents;
- F. Provide and pay for reasonably requested opinions of counsel as to the validity of its actions taken with respect to the binding effect Contract; title to the Treatment Facility and Interceptor as applicable; pending or threatened litigation which could materially affect its performance hereunder, and any other reasonably related opinions.
- G. Provide information as needed to comply with the continuing disclosure requirements of Security and Exchange Commission Rule 15c2-12 ("the Rule") to the extent such Party shall be deemed to be an "obligated person" as defined in the Rule with respect to any Bonds issued by the Service Providers.

ARTICLE TWENTY-FIVE

FUTURE EXPANSIONS OF THE TREATMENT FACILITY AND THE INTERCEPTOR

25.1 Expansion or Upgrade for Benefit of All Participants

It is recognized by the Parties that the Participants, or any of them, may require increased wastewater flows or capacity at some time in the future.

Planning for expansion: At such time as the average daily flow for two (2) consecutive NPDES monthly reporting periods exceeds 70% of total design capacity of the Treatment facility or the Interceptor, Service Providers shall begin planning for expansion of the Project, including consultation with the Participants as to their future requirements for wastewater.

Design and engineering: At such time as the average daily flow for two (2) consecutive NPDES monthly reporting periods exceeds 80% of total design capacity of the Project, Service Providers will begin design and engineering of the necessary expansion.

Completion of construction; Service Providers will use its best efforts to begin construction of any such expansion of the Treatment Facility and/or the Interceptor at or before such time as average daily demand for wastewater capacity for two (2) consecutive NPDES monthly reporting periods exceeds 90% of the total design capacity of the Facilities.

At all times the Oversight Committee is authorized to override the thresholds listed in this paragraph to plan, design, or construct additional capacity based upon unusual or extenuating circumstances.

Service Providers shall also undertake such expansions or upgrades of the Treatment Facility and/or the Interceptor as may from time to time be required to comply with applicable law and regulations.

The cost of any expansion or upgrade of the Treatment Facility or the Interceptor for the benefit of all Participants shall be based upon the same rationale as the distribution of initial capacity costs delineated in Article Three.

25.2 Capital Improvement for Primary Benefit of One Participant

In the event that a Participant desires expansion of the Treatment Facility and/or the Interceptor at times, in amounts, or under circumstances other than those set forth above, the Participant shall notify Service Providers of such desire for expansion in writing, which notice shall set forth the proposed expansion.

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

Before requesting any such improvement, however, such Participant shall first make inquiry of each other Participant whether any such Participant has excess Allocated Capacity that it is willing to sell. If the Participant in need of additional Allocated Capacity is unable to fill all of its additional needs by such method, the improvement may be undertaken to the extent such additional needs have not been filled by purchases of excess Allocated Capacity from the other Participants. The appropriate Service Provider will undertake such expansion at the expense of the Participant requesting the improvements. Such requesting Participant shall pay all costs relating to design, acquisitions, construction, and operation and maintenance of the improvement, as well as the Volume Charge associated with such improvement.

ARTICLE TWENTY-SIX

MISCELLANEOUS PROVISIONS

26.1 Regulatory Bodies

The Parties through this Contract seek to exercise and maintain all sovereign rights granted to them under and through the Constitution and laws of the State of South Carolina. This Contract shall be subject to all valid rules, regulations and laws applicable hereto passed or promulgated by the United States of America, the State of South Carolina, or any governmental body or agency having lawful jurisdiction, or any authorized representative or agency of any of them; provided, however, that this clause shall not be construed as waiving the right of any Party to challenge the validity of such rule, regulation, or law on any basis, including the impairment of this Contract.

26.2 Change of Law

The terms and conditions of this Contract and the mutual covenants made between the Parties are based upon existing law as of the date of this Contract. All terms and conditions contained herein are intended to be absolute conditions hereof and are agreed to by the Parties.

A change of law or regulation occurring after the date of execution of this Contract which occasions a financial impact upon the Project, increasing cost of operation and maintenance, or necessitates expenditures or capital expense shall be justification for an adjustment in the Monthly Service Charge commensurate with the costs incurred. If such an adjustment is made, written notice shall be given to the Participants setting forth the reasons, calculations of the amount and effective date of the adjustment.

26.3 Applicable Law

This Contract shall be construed and enforced exclusively in accordance with the laws of the State of South Carolina.

26.4 Notices of Evidence of Actions

All notices or communications provided for herein shall be in writing and shall be delivered either in person or by United States Mail, by certified mail, return receipt requested, postage paid. Notices or communications delivered or mailed to any Participant, Service Provider, or member of the Oversight Committee shall be addressed to the principal office of such Party. Any notice or communication to be delivered or mailed to the Oversight Committee shall be delivered pursuant to the terms of this Section and shall be addressed to:

The City of Georgetown
 ATTN: Public Water Utilities Manager
 P.O. Box 939
 Georgetown, South Carolina 29442

The Town of Andrews
 ATTN: Town Manager
 P.O. Box 378
 Andrews, South Carolina 29510

Georgetown County Water and Sewer District
 ATTN: Executive Director
 P.O. Drawer 2730
 Pawleys Island, South Carolina 29585

The County of Georgetown
 ATTN: County Administrator
 716 Price Street
 Georgetown, South Carolina 29440

26.5 Severability

Should any part of this Contract, for any reason, be declared invalid or void, such decision shall not affect the remaining portions which shall remain in full force and effect as if this Contract had been executed with the invalid portion eliminated.

26.6 Non-Assignability

Except to the extent herein provided, no Party shall assign or transfer this Contract or any rights or interest herein without the written consent of the Oversight Committee as herein above provided. The right to receive all payment which are required to be made by the Participants to the Service Providers in accordance with the provisions of this Contract may be assigned by the Service Providers to any trustee as provided in the Bond Ordinance or Bond Resolution to secure the payment of the principal of premium, if any, and interest on the Bonds as those amount come due, subject to the application of those payments as may be provided in the Bond Ordinance or Bond Resolution. The Participants will, upon notice of assignment to any such trustee, make all payments directly to such trustee. The rights of the Service Providers to enforce the provisions of this Contract may be assigned to such trustee and, in such event; the trustee will have the right to enforce this Contract at law or in equity with or without the further consent or participation of the Service Provider or the Oversight Committee. The Service Provider may also retain the right to enforce this Contract.

26.7 Execution in Counterparts

This Contract may be executed in several counterparts, each of which shall be deemed to be an original, and all of which shall constitute but one and the same instrument. Any such counterpart may be signed by one or more of the Parties hereto as long as each of the Parties hereto has signed one or more of such counterparts.

26.8 Modification and Amendment

This Contract constitutes the complete and entire understanding of the Parties. No prior or contemporaneous agreements shall be effective to alter or amend the plan meaning hereof. Subject to Section 26.2 herein, no amendment, modification or other change to this Contract shall be effective without the prior written consent of the Governing Bodies of all Parties.

26.9 Restrictions on Construction of Separate Facilities

There shall be no restrictions placed on the Participants as to the construction of separate wastewater treatment facilities so long as no breach of this Contract shall result.

IN WITNESS WHEREOF, the Parties hereto have caused their respective corporate names to be subscribed hereto and their respective corporate seals to be hereto affixed and attested by their duly authorized officers, all on the dates set opposite their respective corporate names.

ATTEST:

The City of Georgetown

By: _____

Title: _____

ATTEST:

The Town of Andrews

By: _____

Title: _____

ATTEST:

Georgetown County Water and Sewer District

By: _____

Title: _____

ATTEST:

The County of Georgetown

By: _____

Title: _____

Attachment: RWWTP Final IJA with Aug 14 2019 revisions (3387 : Approve RWWTP True Up Payment)

CITY OF GEORGETOWN, SOUTH CAROLINA

SCHEDULE OF VOLUME CHARGE TRUE-UP CALCULATION
REGIONAL WASTEWATER TREATMENT PLANT

YEAR ENDED JUNE 30, 2020

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
WWTP Operating Expenses				
Personal Services	\$ 432,288	432,288	426,104	\$ 6,184
Supplies	173,330	173,330	144,707	28,623
Services	653,889	653,889	537,188	116,701
Indirect Costs	253,639	253,639	234,564	19,075
Other Charges	201,885	201,885	200,559	1,326
Reserve Fund	75,000	75,000	75,000	-
Total Operating Expenses to be Allocated	\$ 1,790,031	1,790,031	1,618,122	\$ 171,909

	FLows (ACTUAL MGs)	VOLUME CHARGE BILLED	ACTUAL	ADJUSTMENT REFUND (CHARGE)
Allocation to Participants				
Town of Andrews	242.0	\$ 232,004	180,404	\$ 51,600
Georgetown County Water & Sewer District	462.2	443,090	344,557	98,533
City of Georgetown	1,466.4	1,405,637	1,093,160	312,477
Total Operating Expenses Allocated	2,170.6	\$ 2,080,731	1,618,121	\$ 462,610

Attachment: FY18FY19FY20 RWWTP TrueUp (3387 : Approve RWWTP True Up Payment)

CITY OF GEORGETOWN, SOUTH CAROLINA

SCHEDULE OF VOLUME CHARGE TRUE-UP CALCULATION
REGIONAL WASTEWATER TREATMENT PLANT

YEAR ENDED JUNE 30, 2019

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
WWTP Operating Expenses				
Personal Services	\$ 421,562	421,562	417,985	\$ 3,577
Supplies	150,480	150,480	157,589	(7,109)
Services	769,615	769,615	564,781	204,834
Indirect Costs	247,350	247,350	247,165	185
Other Charges	211,300	211,300	208,367	2,933
Reserve Fund	75,000	75,000	75,000	-
Total Operating Expenses to be Allocated	\$ 1,875,307	1,875,307	1,670,887	\$ 204,420

	FLows (ACTUAL MGs)	VOLUME CHARGE BILLED	ACTUAL	ADJUSTMENT REFUND (CHARGE)
Allocation to Participants				
Town of Andrews	272.4	\$ 162,347	210,522	\$ (48,175)
Georgetown County Water & Sewer District	430.6	257,886	332,786	(74,900)
City of Georgetown	1,459.0	830,075	1,127,579	(297,504)
Total Operating Expenses Allocated	2,162.0	\$ 1,250,308	1,670,887	\$ (420,579)

Attachment: FY18FY19FY20 RWWTP TrueUp (3387 : Approve RWWTP True Up Payment)

CITY OF GEORGETOWN, SOUTH CAROLINA

SCHEDULE OF VOLUME CHARGE TRUE-UP CALCULATION
REGIONAL WASTEWATER TREATMENT PLANT

YEAR ENDED JUNE 30, 2018

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
WWTP Operating Expenses				
Personal Services	\$ 416,340	416,340	400,495	\$ 15,845
Supplies	132,670	132,670	165,374	(32,704)
Services	562,740	702,663	776,380	(73,717)
Indirect Costs	121,500	121,500	120,480	1,020
Other Charges	235,740	235,740	220,320	15,420
Reserve Fund	75,000	75,000	75,000	-
Total Operating Expenses to be Allocated	\$ 1,543,990	1,683,913	1,758,049	\$ (74,136)

	FLows (ACTUAL MGs)	VOLUME CHARGE BILLED	ACTUAL	ADJUSTMENT REFUND (CHARGE)
Allocation to Participants				
Town of Andrews	232.6	\$ 193,947	217,825	\$ (23,878)
Georgetown County Water & Sewer District	382.0	313,106	357,734	(44,628)
City of Georgetown	1,262.7	1,095,324	1,182,490	(87,166)
Total Operating Expenses Allocated	1,877.3	\$ 1,602,377	1,758,049	\$ (155,672)

Attachment: FY18FY19FY20 RWWTP TrueUp (3387 : Approve RWWTP True Up Payment)



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

ACTION ITEM

DOC ID: 3391 A

Council Meeting Date:	16 September 2021
Department:	Finance
Issue Under Consideration:	Motion to approve acquisition of a vactor truck for \$406,725.16 from Jet-Vac Equipment Company, LLC and authorize the City Administrator to execute a Lease/Purchase financing arrangement.
Amount Requested:	\$427,061.42
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	The estimate for the vac truck at \$406,725.16.
Points to Consider:	Vactor truck prices are due to increase by October 1, 2021. Jet-Vac Equipment Company, LLC, (vendor) requested a letter of intent to purchase to hold the price at \$406,725.16, which includes a 3% discount of \$9,687.84 and the trade-in offer for the City's 2007 GAPVAX unit at \$20,000.00. The City will pay the required Infrastructure Maintenance Fee of 5% of the gross sales price or \$500, whichever is less. This fee is due to the SC Department of Motor Vehicles when the vehicle is registered.
Options:	Approve or disapprove
Staff Recommendation:	Approve purchase of the vactor truck from Jet-Vac Equipment Company, LLC, through lease/purchase financing arrangement.

Reviews:

John Barfield Completed 09/10/2021 1:57 PM
 Sandra E. Yudice Ph.D. Completed 09/10/2021 2:49 PM
 Stephanie Buccione Completed 09/10/2021 3:25 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 2021.09.10 Jet-Vac Letter of Intent to Purchase Vactor Truck (PDF)

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

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

Executive Office
(843) 545-4001

September 10, 2021

Jet-Vac Equipment Company, LLC
5746 Broad Street
Sumter, SC 29154

To Whom It May Concern:

Subject to City Council's approval at its September 16, 2021 meeting, the City of Georgetown is submitting this letter of intent (LOI) to purchase the equipment as described in the attached Estimate #Q2021-735 from Jet-Vac dated August 16, 2021. By receiving this LOI, Jet-Vac Equipment Company, LLC will commit to maintain the total price indicated in the Estimate at \$406,725.16 (Four Hundred Six Thousand Seven Hundred Twenty Five 16/100 Dollars). This price includes a 3% discount of \$9,687.84 (Nine Thousand Six Hundred Eighty Seven 84/100) and the trade-in offer for the City's 2007 GAPVAX unit at \$20,000.00 (Twenty Thousand 00/100 Dollars).

The City will pay the required Infrastructure Maintenance Fee of 5% of the gross sales price or \$500, whichever is less. This fee is due to the SC Department of Motor Vehicles when the vehicle is registered.

Sincerely,

Digitally signed by Sandra E. Yudice, Ph.D.
DN: cn=Sandra E. Yudice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2021.09.10 14:47:07 -04'00'

Sandra E. Yudice, Ph.D.
City Administrator

CC: Isaac Williams, Fleet Superintendent
Will Gunter, Water Utilities Director
John Barfield, Finance Director

Drawer 939
Georgetown, SC 29442

Attachment: 2021.09.10 Jet-Vac Letter of Intent to Purchase Vector Truck (3391 : Approval to move forward on acquisition of Vac Truck for wastewater



Sumter, SC 803-494-4430
Atlanta, GA 470-867-8535
Oliver Springs, TN 865-304-5909
Orlando, FL 689-244-9515

ESTIMATE

Date	Estimate #
8/16/2021	Q2021-735

PLEASE VERIFY SHIP TO ADDRESS

City of Georgetown
Attn: Isaac
117 North Kaminski Street
Georgetown, SC 29440

Phone 843-545-4704 Fax 843-520-2773

Name / Address
City of Georgetown Attn: Accounts Payable EMAIL TO: Isaac iwilliams@georgetownsc.gov

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- * Extensive inventory to fill your needs faster.
- * Classes and seminars held throughout the year.

Terms	Due on receipt - EQUIP...	Rep	JMS	FOB Shipping Point	Delivery
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Description	Qty	Amount	Total
SOURCEWELL Formerly NJPA CONTRACT #122017-SCA Sewer Equipment 900-ECO 12 Yard Truck Mounted Combination Sewer Cleaner Includes: Vacuum System: 4400 CFM Blower, 8" Vacuum Hose system, 18" Hg vacuum rating, Dual Cyclone Separator, Dual Element, 10 Micron Final Filter, Remote Vacuum Relief, Analog Vacuum Display, (6) Tube / Tube Rack Boom: Telescoping Boom System, Telescoping Reach 17' 2" to 27' 2", Hydraulic Powered Boom, 180° Working Radius, Boom Joystick Control Debris Tank: 12 Cubic Yard Capacity, Exten Steel Construction, Debris Level Indicator, Hydraulic Dump, 50° Dump Angle (LIFT CYLINDER), Dual Ported Rear Door w/ Knife Valve, Dump Height 60", Hydraulic Open/Close/Lock Door Water System: 1300 Gallon Capacity Black Duraprolene™ Water Tank Construction w/ 10 Year Warranty, Giant plunger style triplex 65 gpm @ 2000 psi w/ 30 min run dry, Cold Weather Recirculation System, 2.5" Hydrant Fill system, Air Purge Valve, Variable Volume Delivery, Low Water Warning Light, Analog Pressure Display, Front and Mid Ship Hand Gun Ports Electrical: NEMA 4 Control Panel, Hour Meter (Blower & Water Pump), Military Spec. Sealed Switches Truck: Mounting to Approved Chassis, (1) Alum Toolbox 24"x42"x100" - Behind Cab, LED D.O.T. Approved Lighting, Tow Hooks	1	322,928.00	322,928.00T

Subtotal**Total**

**This Estimate may not include applicable freight
charges unless specified**

FINANCING AVAILABLE



Sumter, SC 803-494-4430
Atlanta, GA 470-867-8535
Oliver Springs, TN 865-304-5909
Orlando, FL 689-244-9515

ESTIMATE

Date	Estimate #
8/16/2021	Q2021-735

Name / Address
City of Georgetown Attn: Accounts Payable EMAIL TO: Isaac iwilliams@georgetownsc.gov

PLEASE VERIFY SHIP TO ADDRESS			
City of Georgetown Attn: Isaac 117 North Kaminski Street Georgetown, SC 29440			
Phone	843-545-4704	Fax	843-520-2773

With over 404 years of combined experience, we have accumulated field knowledge beyond the books. We know what works, and what doesn't. Not only can we train you on the proper techniques, but also pass along valuable tips to help you. We offer:

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Description	Qty	Amount	Total
Hose Reel & Hose: Front Mounted Telescoping & Rotating w/ 800' X 1" Hose Capacity, 10' Leader Hose, Single Side Controls Accessories: (3) 8" x 6' Extension Tube, (1) 8" X 4' Extension Tube, (1) 8" x 6' Crowned Suction Nozzle, (1) 6" x 10' Flat Discharge Hose, (6) Quick Clamps, BB Hose Guide, Tri-Star (chisel point) nozzle, DD (high flow) nozzle, Finned Nozzle extension, Nozzle Rack (Mounted midship toolbox), 25' Fill Hose, Upstream Pulley Guide, Washdown gun, Cleaner, Tip, Torch, Small, (1) Hydrant Wrench, (1) Paper Owner's Manual AUTOMATIC LEVEL WIND WITH HYDRAULIC UP/DOWN ACTION FOOTAGE METER (mounted on jet hose reel) SEWER HOSE (1" I.D., 2500 P.S.I. OPERATING PRESSURE) *600 FT DIGITAL WATER TANK LEVEL GAUGE WATER TANK LOW LEVEL AUDIBLE ALARM (level set point is fixed at 150 gallons) FILL HOSE STORAGE RACK STANDARD HYDROEXCAVATION CLEANING KIT 20 GPM @ 2000 PSI (8" x 6' digging tube, 8gpm rotary digging wand, 10gpm linear nozzle (shipped loose), (2) 5' Extension wands and automatic reel w/ 75' of 3/8" hose) (Confirm chassis horsepower requirements) 2" Y-STRAINER ON INLET FILL SYSTEM LATERAL LINE CLEANING KIT (200' X 1/2" hose with nozzle; includes addition of 1200 psi auxiliary cleaning circuit and mounting on front bumper drivers side) CENTRAL WASHDOWN SYSTEM (includes 50' of 1/2" hose on a spring			

Subtotal

Total

This Estimate may not include applicable freight charges unless specified

FINANCING AVAILABLE



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ESTIMATE

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Terms	Due on receipt - EQUIP...	Rep	JMS	FOB Shipping Point	Delivery
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Description	Qty	Amount	Total
retracting hose reel mounted mid-ship) Rear toolbox group w/ (2) long handle tool storage tubes (includes (2) 24"x18"x18" boxes, (1) 63.75"x17.25"x12" cabinet and (2) 4" tubes) "(2) 30"x18"x18" passenger side toolboxes with retractable two-step ladder Note #1: N/A WITH COLD WEATHER HYDROEXCAVATION CLEANING KITS" "ADDITIONAL 18"x18"x30" ALUMINUM TOOLBOX - (1 maximum mounted passenger side rail) Note: Not available with single piston pump option." BUMPER MOUNTED ALUMINUM TOOL BOX (1) 10"x12"x22" (mounted driver side front bumper) "Manual/Electric Boom Control Valve (Control valves have built-in levers for manual boom control) (Located at midship control panel)" Dual Variable Vacuum Control Valve (Located at both Hose Reel & Midship Stations) DEBRIS BODY VIBRATOR SYSTEM (12v electric with switch near dump control area) DEBRIS BODY WASH OUT SYSTEM (includes dual nozzles in debris box) DECANT SCREEN ON REAR DOOR PORT (swing out perforated shield) WIRELESS REMOTE CONTROL PENDANT (controls include hose reel payout/retrieve, water pump on/off, vacuum relief on/off, boom up/down, boom left/right, boom extend/retract and module kill switch)			

Subtotal**Total**

This Estimate may not include applicable freight charges unless specified

FINANCING AVAILABLE



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Description	Qty	Amount	Total
WIRELESS REMOTE ALARM (Buzzer alarm sounds off when truck is taken out of neutral with remote is not in docking station)			
ENHANCED VISIBILITY CAMERA SYSTEM (includes front and rear mounted camera heads with split screen monitor in cab)			
(6) LED FLUSH MOUNTED STROBES: (2) FRONT, (2) SIDE & (2) REAR FACING (factory standard)			
LED ARROW STICK (factory standard)			
LED MANHOLE AREA WORK LIGHT			
LED CURBSIDE BODY MOUNTED WORK LIGHT			
LED BOOM MOUNTED WORK LIGHTS (2) (complete with limb guard)			
LED REAR MOUNTED WORK LIGHTS (2) : LOCATED ABOVE REAR DOOR			
AIR PURGE WINTERIZATION SYSTEM (supplied by chassis air system)			
SIX (6) 28" D.O.T. SAFETY CONES AND HOLDER			
CENTRAL LUBRICATION SYSTEM			
3% Sourcewell Discount		-9,687.84	-9,687.84
2021 FREIGHTLINER 114-SD (TANDEM)	1	110,985.00	110,985.00
Shipping & Handling	1	2,500.00	2,500.00
TRADE IN OFFER FOR 2007 GAPVAX UNIT \$20,000.00.		-20,000.00	-20,000.00

Subtotal**Total**

This Estimate may not include applicable freight charges unless specified

FINANCING AVAILABLE



Sumter, SC 803-494-4430
Atlanta, GA 470-867-8535
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ESTIMATE

Date	Estimate #
8/16/2021	Q2021-735

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Terms	Due on receipt - EQUIP...	Rep	JMS	FOB Shipping Point	Delivery
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Description	Qty	Amount	Total
Beginning July 1, 2017, vehicles, trailers, semi-trailers and other items required to be registered with the SC DMV are exempt from the Max Tax Sales Tax and subject to the new Infrastructure Maintenance Fee instead. This fee is 5% of the gross sales price or \$500, whichever is less. This fee has NOT been collected for this sale, as it must be paid to SC DMV when the vehicle is registered.		0.00	0.00T
Sales Tax		0.00%	0.00

Subtotal \$406,725.16

Total \$406,725.16

This Estimate may not include applicable freight charges unless specified

FINANCING AVAILABLE



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

ORDINANCE

DOC ID: 3396

Council Meeting Date:	16 September 2021
Department:	Police Department
Issue Under Consideration:	Motion to approve an Ordinance Amending Chapter 20, Article VIII of the Code of Ordinances of the City of Georgetown, to provide for a prohibition of the open carry of firearms during pickets and permitted special events on public property.
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendations:	

Reviews:

William Pierce Completed 09/08/2021 4:10 PM

Sandra E. Yudice Ph.D. Completed 09/09/2021 9:28 AM

Stephanie Buccione Completed 09/09/2021 5:46 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Ordinance Amend Chap 20 Art VIII Open Cary Firearms (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 20, ARTICLE VIII OF THE
CODE OF ORDINANCES OF THE CITY OF GEORGETOWN, TO PROVIDE FOR A
PROHIBITION OF THE OPEN CARRY OF FIREARMS DURING PICKETS AND PERMITTED
SPECIAL EVENTS ON PUBLIC PROPERTY.**

AN ORDINANCE TO AMEND CHAPTER 20, ARTICLE VIII, OF THE CODE OF ORDINANCES OF THE CITY OF GEORGETOWN TO PROVIDE FOR A PROHIBITION OF THE OPEN CARRY OF FIREARMS DURING PICKETS AND PERMITTED SPECIAL EVENTS ON PUBLIC PROPERTY

WHEREAS, as part of the newly enacted South Carolina Open Carry with Training Act, local governments have the power to prohibit the open carry of firearms during permitted events taking place on public property, including during protests; and

WHEREAS, while the City of Georgetown, the City, recognizes and appreciates the First and Second Amendment rights of its citizens and visitors, the presence of firearms at protests can serve to escalate tensions; and

WHEREAS, the City desires to amend Section 20-120 and 20-129 of the Code of Ordinances of the City of Georgetown (the "City Code") to provide for a prohibition on the open carry firearms during pickets as expressly allowed by Section 23-31-520 of the South Carolina Code of Laws; and

WHEREAS, Section 20-120 and 20-129 is being further amended to eliminate any potential ambiguity that a violation of that section is an offense; and

WHEREAS, despite the changes being made herein, the right to peacefully gather and protest remains squarely preserved; and

WHEREAS, the City further desires to limit the open carry of firearms during all other permitted events on public property as also expressly allowed by the aforementioned State law; and

WHEREAS, the City believes this additional measure will serve to promote peace and good order during events and, further, recognizes the prohibition on open carry as described above is in keeping with City policy as it pertains to its own buildings and facilities where weapons are prohibited; and

WHEREAS, in order to accomplish the foregoing, City Council desires to amend Chapter 20, Article VIII of the City Code as reflected in Exhibit A attached hereto and incorporated herein;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF GEORGETOWN, SOUTH CAROLINA, Chapter 20, Article VIII of the City Code is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein by reference. This Ordinance shall be effective upon second and final reading.

PASSED by City Council duly assembled this _____ day of _____, 2021.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading:
Second Reading:

Elise F. Crosby
City Attorney

Exhibit A

ARTICLE VIII. PARADES, EVENTS, BLOCK PARTIES, PERFORMANCES, FILMING AND PICKETING

Sec. 20-116. Title of article.

This article shall be known as the Parade, Event, Block Party, Performance, Filming and Picketing Regulation Ordinance of the City of Georgetown.

(Ord. of 12-13-07(2))

Sec. 20-117. Enforcement of other laws.

Nothing contained in this article shall prohibit the authority of any officer to arrest a person engaged in any act or activity under this article, if the conduct of such person violates the laws of the state, provisions of this Code, or other ordinances of the city, or unreasonably obstructs the public streets and sidewalks of the city, or if such person engages in acts that cause or would tend to cause a breach of the peace.

(Ord. of 12-13-07(2))

Sec. 20-118. Definitions.

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

Block party means a private outdoor gathering on a public street which involves the closure of a street and may include live or taped music and the distribution of food and beverages.

Event means any festival, concert, or other announced public gathering upon any public street, right-of-way or property of the city.

Filming means any filming of movies, commercials, documentaries and other motion pictures, video projects, or commercial photographs upon any public street, right-of-way or property of the city.

Parade means any parade, march, foot race, bicycle race, ceremony pageant or procession of any kind moving upon any public street or sidewalk of the city which does not comply with normal traffic regulations.

Performance means any public presentation, exhibition, fireworks display or appearance upon any public street, right-of-way, plaza or property of the city.

Picketing and *pickets* include demonstrating and demonstrators, and any other related First Amendment activity.

(Ord. of 12-13-07(2))

Sec. 20-119. Permit required; exceptions.

- (a) No person shall engage or participate in, aid, form or start any parade, event, block party, performance or filming unless a permit is obtained from the city.
- (b) This section shall not apply to the following:
 - (1) Funeral processions supervised by a licensed mortuary.
 - (2) Picketing as permitted by city ordinance.
 - (3) A parade, event or performance that is under the control of the Friends of the Kaminski House and is conducted on city property. These properties include, but may not be limited to the Kaminski House Museum, Kaminski House Museum grounds, and Stewart Parker House.

- (4) A parade, event or performance that is under the control of the city administrator for the use of other city buildings.

(Ord. of 12-13-07(2); Ord. of 9-19-13)

Sec. 20-120. Application for permit.

- (a) *Generally.* A person seeking the issuance of a parade, event, block party, performance or filming permit shall file an application with the administration department. Upon receipt of the application, the city official shall notify the appropriate staff members, who will make a recommendation to the city administrator as expeditiously as possible. The following departments are listed for internal distribution for approval:
- (1) Housing and community development department;
 - (2) Police department;
 - (3) Fire department;
 - (4) Risk manager;
 - (5) City administrator.
- (b) *Filing period; processing fee.* An application for any permit required by this section shall be made to the city official, accompanied by a nonrefundable processing fee in accordance with the schedule of permit fees as fixed from time to time by the city, as set forth and contained in the city clerk's official record of utility rates, deposits and miscellaneous fees and charges for the city. However, where good cause is shown, the city administrator or his designee, shall have the authority to waive the processing fee for small events. The application shall be filed not less than fifteen (15) days before the date on which the parade, event, block party, performance or filming is to be conducted for events expecting attendance less than two hundred (200). An application for a major event held for two (2) or more days or attendance greater than two hundred (200) shall be filed not less than thirty (30) days before the first date of the proposed activity. However, where good cause is shown, the city administrator or his designee, shall have the authority to consider any application which is filed less than fifteen (15) days before the date sought.
- (c) *Contents.* The application shall be signed by the applicant, and shall include but not limited to the following:
- (1) The name, address and telephone number of the person seeking to conduct such parade, event, block party, performance or filming;
 - (2) The name address and telephone number of the headquarters of the organization, and of the authorized and responsible head of such organization;
 - (3) The date when the proposed parade, event, block party, performance or filming is to be conducted;
 - (4) The route to be traveled, the starting point and the termination point, or the area sought to be used or closed off for the parade, event, block party, performance or filming;
 - (5) The approximate number of persons, animals and vehicles participating, and the types of animals and a description of the vehicles;
 - (6) The time when the parade, event, block party, performance or filming will start and terminate;
 - (7) The location, by streets, of any assembly area and the time of such assembly for parades;
 - (8) Provisions for sanitation facilities, crowd, noise and traffic control, and parking;
 - (9) A description of food and beverages to be sold or distributed, and if beverages containing alcohol are to be sold, then evidence of a state permit, if needed, having been issued or applied for;
 - (10) The individuals or entity that will benefit, if revenue is anticipated to be generated by the activity.

(Ord. of 12-13-07(2); Ord. of 3-21-13; Ord. of 9-19-13)

Sec. 20-121. Issuance of permit; conditions.

- (a) *Criteria for issuance.* The city shall issue a permit for a proposed parade, event, block party, performance or filming unless it is determined that:
 - (1) The conduct of the parade, event, block party, performance or filming will substantially interrupt the safe and orderly movement of other traffic contiguous to its route.
 - (2) The conduct of the parade, event, block party, performance or filming will require the diversion of so great a number of police officers of the city to properly police the line of movement and of contiguous areas that adequate police protection cannot be provided to the remainder of the city.
 - (3) The concentration of persons, animals, equipment or vehicles at assembly points or other areas will substantially interfere with adequate fire and police protection of, or ambulance service to, areas near such areas, or will hinder the movement of firefighting equipment.
 - (4) The conduct of the parade, event, block party, performance or filming is reasonably likely to result in violence to persons or property, causing serious harm to the public.
 - (5) The parade, event, block party, performance is to be held for the primary purpose of advertising a product, goods or services, and is designed to be held primarily for profit.
 - (6) The route has been requested recurrently in the past year and is too disruptive to residents or businesses.
- (b) *Liability insurance.* The city administrator may require proof of public liability insurance in an amount equal to the city's liability under the Government Tort Claims Act of the state, and require the execution of a hold harmless agreement to indemnify the city in the event it is held liable for any injuries or damage as a result of the event.
- (c) *Notification of city agencies of issuance of permit.* Upon issuance of a permit, a copy shall be sent to the building and planning director, the police chief, the fire chief, the risk manager and any other department affected.
- (d) *Compliance with other laws.* The granting of any permit required by this article shall not eliminate:
 - (1) Requirements for any business license or any other permits which may be prescribed by any other federal, state or local statutes, ordinances, rules or regulations;
 - (2) Compliance with any other applicable federal, state or local statutes, ordinances, rules or regulations; or
 - (3) Compliance with regulations regarding the concentration of persons, animals, equipment or vehicles at assembly points or other areas which substantially damages planting or landscaping on public or private property. Adequate cleanup and sanitation must be provided.

The city administrator is authorized to develop rules and regulations in order to further the purposes of this article.

(Ord. of 12-13-07(2))

Sec. 20-122. Notice of action on application.

The city shall act upon the application for a permit required by this article as expeditiously as possible, notifying the applicant by mail of the decision. If the application is disapproved, the reasons therefore shall be set out in writing.

(Ord. of 12-13-07(2))

Sec. 20-123. Approval of permit under alternate date, time, route or conditions.

The city administrator, in denying an application for a permit under this article, shall be empowered to authorize the conduct of the parade, event, block party, performance or filming on a date, at a time, or over a route and under different conditions from that requested by the applicant.

(Ord. of 12-13-07(2))

Sec. 20-124. Appeal from denial.

In the event of a denial of the application for a permit under this article, the applicant shall have the right to appeal to city council. The appeal shall be perfected by giving notice thereof to the mayor within forty-eight (48) hours after notice of the denial of the permit. The city council shall act upon this appeal with reasonable promptness under the circumstances.

(Ord. of 12-13-07(2))

Sec. 20-125. Duties of permittee.

- (a) *Generally.* A permittee under this article shall comply with all permit directions and conditions.
- (b) *Display or carrying permit.* The applicant, individual, or any representative of the organization shall display the permit or carry it upon his person during the parade, event, performance or filming.
- (c) *Special event vendor's business license requirement.* Permittee of events that feature businesses or organizations providing goods or services for compensation shall notify all special event vendors of the required business license for the duration of the event. Vendors should contact the finance department regarding the required business license and payment must be made to the city.

(Ord. of 12-13-07(2))

Sec. 20-126. Public conduct.

- (a) *Interference.* No person shall unreasonably hamper, obstruct, impede or interfere with any parade, event, performance or filming, or with any person, vehicle or animal participating or used in the event.
- (b) *Driving through parade or event.* No driver of any vehicle shall drive between the vehicles or persons comprising a parade when such vehicles are in motion and are conspicuously designated as a parade, nor shall any driver drive around or through any event or a properly designated or barricaded area.
- (c) *Parking on parade route or event location.* The city shall have the authority to prohibit or restrict the parking of vehicles along a street or area properly designated or posted for a parade, event, performance or filming, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof.
- (d) *Glass containers.* No glass bottle, container or can may be sold or distributed on the public right-of-way, and no patron may carry a glass bottle, container or can on the public right-of-way during a parade, event, performance or filming. It shall be unlawful for any vendor to sell beverages in glass containers for off-premises consumption at parades or events.
- (E) *Open carry of Firearms on public property during events.* The open carrying of firearms on public property, including the right of way is prohibited during any activity authorized under section 20-120 and 20-129 and in the area designated for that activity in accordance with S.C. Code Ann. 23-31-250.

(Ord. of 12-13-07(2))

Sec. 20-127. Payment of costs of services and equipment provided by the city.

- (a) The city administrator may impose reasonable fees and requirements upon the applicant as necessary to cover the cost of public services and equipment provided by the city for the event. The applicant or sponsor shall be responsible for cleanup after an event. A bond may be required.
- (b) City council may sponsor or co-sponsor a special event. Sponsored or co-sponsored events are events the city council has determined to be in the general interest to the public and advance the promotion of the community. The city may provide financial and in-kind support to these events.
- (c) City sponsored or co-sponsored events will be determined at the recommendation of the city administrator, pursuant to approval of city council, during the annual budgeting process.

(Ord. of 12-13-07(2); Ord. of 3-21-13)

Sec. 20-128. Violations; penalties.

- (a) Anyone who attempts to organize a parade, event, block party, performance or filming or knowingly participates or aids and abets in the staging of the parade, event, block party, performance or filming shall be in violation of this article and shall be guilty of a misdemeanor and upon conviction thereof shall be subject to punishment as provided in section 1-16 of this Code.
- (b) Should the chairman and/or the person seeking the application fail to comply with the terms and conditions of the application and permit, such person or persons shall be guilty of a misdemeanor and upon conviction thereof shall be subject to the same punishment set forth in subsection (a) of this section.
- (c) Anyone participating in a parade that knowingly and willfully violates the provisions and conditions of the application and permit shall also be guilty of a misdemeanor and upon conviction shall be subject to the same punishment as specified in subsection (a) of this section.
- (d) Nothing herein contained shall in any way alter, amend, abridge or change the duty and right of the city to arrest and punish anyone charged with disorderly conduct.

(Ord. of 12-13-07(2))

Sec. 20-129. Picketing.

- (a) *Conduct of picketing; penalty.* Peaceful picketing in the furtherance of a lawful purpose shall be allowed in the city without a permit being required, provided the picketing is done under the following conditions:
- (1) Picketing may be conducted only on the sidewalks or other city-owned areas or right-of-way normally used or reserved for pedestrian movement, and may not be conducted on the portion of a street used primarily for vehicular traffic.
 - (2) Such pickets may carry written or printed placards or signs, provided the placards and staffs or poles to which they are attached do not interfere with the free use of the sidewalk by other pedestrians. Such placards, with reasonable use, shall be deemed to comply if they do not exceed twenty (20) inches by thirty (30) inches or six hundred (600) square inches. Such staffs and poles, with reasonable use, shall be deemed to comply if they are made of wood, do not exceed forty (40) inches in length, are not more than one inch in diameter, and are blunt at each end. Placards, staffs and poles exceeding these dimensions, and staffs and poles having pointed ends, are presumed threats to safety.
 - (3) Such pickets must march single file and not congregate so as to block the sidewalk or any driveway.
 - (4) If pickets promoting different objectives desire to use the same sidewalk within a block for picketing, the police department shift commander shall allot time to each group of pickets for the use of such sidewalk on an equitable basis, but each group shall be permitted to picket subject to the provisions of this section in alternating four-hour time periods.
 - (5) The term "block" as used in this section, shall mean each side of a street lying between street intersections.
- (b) *Interference with pickets.* It shall be unlawful for any person to physically interfere with such pickets in the use of the sidewalk or address profane, indecent, abusive or threatening language to or at such pickets or others to breach the peace.
- (c) *Crowd dispersal.* A shift commander or supervisor of the police department of the city may, in the event of the assemblage of persons in such numbers as to tend to intimidate pickets pursuing their lawful objective through numbers alone or through use of inflammatory words, direct the dispersal of persons so assembled.

(Ord. of 12-13-07(2))



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

ACTION ITEM

DOC ID: 3389

Council Meeting Date:	16 September 2021
Department:	Water Utilities
Issue Under Consideration:	Motion to approve proposal and make payment to Green Wave Contracting Inc. in the not to exceed amount of \$92,750.00 for the repairs to the North Hazard Street sewer line.
Amount Requested:	\$92,750.00
Is Item in Current Budget?	No
If no, please explain:	We have budgeted money for sewer improvements on Front Street that we are going to use for this repair.
Financial Impact:	\$92,750.00
Points to Consider:	Existing sewer line is old concrete pipe that has collapsed. This is considered an emergency repair because we are maintaining the sewer line flow and volume by pumping out the upstream manhole daily.
Options:	Approve / Disapprove
Staff Recommendation:	Approve

Reviews:

Will Gunter Completed 09/08/2021 10:54 AM

John Barfield Completed 09/08/2021 4:38 PM

Sandra E. Yudice Ph.D. Completed 09/09/2021 5:37 PM

Make sure the contract has a liability and insurance clause please. Work with Gladys on adding this language.

Stephanie Buccione Completed 09/09/2021 5:45 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Green Wave Hazard St Sewer Repair (PDF)
2. 2 Coastal Asphalt Hazard Sewer Quote (PDF)
3. 3 Lawconinc Hazard Sewer Quote (PDF)
4. 4 Green Wave Construction Contract (PDF)

Green Wave Contracting, Inc.

3989 Highmarket St.

Georgetown, SC 29440

Mendal Nettles (843) 625-9315

Blake Harwell (843) 240-9738

James Chapman (704) 650-4381

Proposal

Deliver To: City of Georgetown				
Date of Proposal: 08-23-2021				
Proposal Name: Hazard St Sewer Repair				
Terms: Net 30				
<u>Unit</u>	<u>Quantity</u>	<u>Description of Services</u>	<u>Unit Price</u>	<u>Total Price</u>
LS	1	Mobilization, Insurance, Clean Up	\$ 2,500.00	\$ 2,500.00
LS	1	Traffic Control	\$ 1,000.00	\$ 1,000.00
LF	255	Demo & Disposal 8" Concrete Sewer	\$ 25.00	\$ 6,375.00
LF	255	Replace with 8" SDR 35	\$ 125.00	\$ 31,875.00
CY	475	Muck and Fill	\$ 30.00	\$ 14,250.00
EA	2	Connection into Manholes	\$ 2,500.00	\$ 5,000.00
LS	1	Bypass Pumping	\$ 7,500.00	\$ 7,500.00
LF	550	Sawcut	\$ 2.00	\$ 1,100.00
SY	300	Demo Asphalt	\$ 15.00	\$ 4,500.00
SY	300	10" Base Course	\$ 37.50	\$ 11,250.00
LF	10	Demo & Disposal 8" Concrete Sewer	\$ 40.00	\$ 400.00
LF	10	Replace with 8" SDR 35	\$ 400.00	\$ 4,000.00
CY	20	Muck & Fill	\$ 75.00	\$ 1,500.00
EA	1	Connection to Existing Pipe	\$ 2,500.00	\$ 2,500.00
EA	1	Connection into Manhole	\$ 2,500.00	\$ 2,500.00
Total:				\$ 92,750.00

*** Thank You ! ***

Exclusions:

Traffic Control for Highway 17 if needed

Asphalt by Others

Attachment: Green Wave Hazard St Sewer Repair (3389 : North Hazard Street Sewer Line Repairs)

Coastal Asphalt LLC
2142 Winburn Street
Conway SC 29527



Phone: 843-397-7325
Fax: 843-397-1888

Estimate

Date	Estimate #
8/30/2021	9484

Name / Address	Project Name
City of Georgetown 120 N Fraser Georgetown SC 29440	N. Hazard Sewer Repair

COASTAL ASPHALT, LLC, subject to Terms and Conditions attached hereto and hereinafter stated, proposes to furnish all labor, materials and equipment required for the performance of the following described work in connection with construction or improvements at the above stated location or address. Bond is not included.

Item No.	Description	Qty	Unit	Rate	Total
1	8inch Gravity Sewer Line Repair Includes: -Mobilization - 1ls -Traffic Control - 1ls -Bypass Pumping - 1ls -Removing Asphalt - 306sy -Excavation and Disposal of existing sewer line and unsuitable soils - 275ft -Dewatering - 1ls -Stone bedding - 275ft -Installation of 8" SDR 35 sewer line - 275ft -Installation of new sewer service - 1ea -Necessary suitable backfill - 275ft -8" GABC - 306sy -Inspections & Testing - 1ls Notes: -All sewer material provided by City of Georgetown -All Pavement Repairs by City of Georgetown	1	LS	110,847.00	110,847.00

This proposal is based on ONE mobilization.
Not responsible for drainage on areas with < 1.5% fall.

Total \$110,847.00

Payment in full, less retainage, for all work performed hereunder shall be due upon completion. It is understood and agreed that the quantities referred to above are estimates only and that payment shall be made at the stated unit prices on the actual quantities of work performed by COASTAL ASPHALT, LLC, as determined by field measurements upon completion. This proposal expires 30 days from hereof, but may be accepted at a later date at the sole option of COASTAL ASPHALT, LLC.

ACCEPTANCE OF THE PROPOSAL: The Prices, Terms and Conditions attached hereto and hereinbefore stated or attached are accepted, COASTAL ASPHALT, LLC is authorized to do the work as specified and payment will be made as set out herein.

DATE OF ACCEPTANCE: _____

ACCEPTED BY: _____

Attachment: Coastal Asphalt Hazard Sewer Quote (3389 : North Hazard Street Sewer Line Repairs)

LAWRIMORE CONSTRUCTION, INC**REVISED QUOTE**

6240 Cypress Swamp Road, Conway, SC 29527

Office: (843) 397-4499 Email: lawconinc@gmail.com

**** Certified DBE for South Carolina Unified Certification Program ****

DATE: August 23, 2021
TO: City of Georgetown
Attn: Will Gunter
PROJECT: Hazard Sewer

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	255	LF	Remove & Replace 8" Gravity Main	\$230.00	\$58,650.00
2	20	LF	Remove & Replace 8" Gravity Main on opposite side of Manhole.	\$390.00	\$7,800.00
3	1	EA	Re-Connect Sewer Service	\$2,800.00	\$2,800.00
4	3	EA	Manhole Taps	\$1,600.00	\$4,800.00
			Labor Only. Includes Rock, Fill Dirt, & Base. No Asphalt Repair. One Mobilization. Includes Bypass Pumping, as Needed. Pipe will be desposed of in soiled materials. No Encroachment Permit Furnished. City to Furnish Vac Truck, If Needed. Price based on a road closure for Hazard Street.		
	450	CY	Fill Dirt, As Needed.	\$12.50	\$5,625.00
	300	CY	Remove Asphalt	\$20.00	\$6,000.00
	160	CY	Base Installed	\$75.00	\$12,000.00
TOTAL					\$97,675.00

Attachment: Lawconinc Hazard Sewer Quote (3389 : North Hazard Street Sewer Line Repairs)

CONTRACT

STATE OF SOUTH CAROLINA

COUNTY OF GEORGETOWN

THIS AGREEMENT, entered into this ____ day of _____, 2021 and effective immediately by and between **Green Wave Contracting, Inc.**, doing business as a (individual/partnership/corporation), with its principal office in the City of Georgetown, **Georgetown** County, **South Carolina** (State), (hereinafter called the "Contractor") and the City of Georgetown, a duly organized and validly existing political body of the State of South Carolina (hereinafter called "City"),

WITNESSETH THAT WHEREAS, The City desires to engage the services of a professional contractor for the purpose of **Repair of 8-inch sewer line on Hazard Street**, hereinafter referred to as "Project"; and,

WHEREAS, The City has solicited proposal for same, a copy of which is attached; and,

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

WHEREAS, The Contractor has expressed its desire to do so by their proposal, dated **August 23, 2021**, hereinafter referred to as "Proposal", a copy of which is attached hereto for all purposes as **Attachment "A"**; and,

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

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

Attachment: Green Wave Construction Contract [Revision 1] (3389 : North Hazard Street Sewer Line Repairs)

(1) **SCOPE OF SERVICES:**

- a. Contractor hereby agrees to perform the tasks and services as outlined:
 - Mobilization, Insurance and Cleanup
 - Traffic Control
 - Bypass Pumping
 - Saw cut and remove asphalt
 - Sewer trench excavation as per OSHA standards
 - Backfill trench and compact with suitable soil
 - Remove and dispose old 8-inch sewer pipe
 - Install 8-inch sewer line with new 8-inch SDR 35 PVC pipe
 - Connection to existing sewer pipe and manholes
 - Place and compact 10-inch GABC base
 - City will furnish 8-in. PVC sewer pipe and wye connections
 - City will restore asphalt
 - City will assist with Vac truck as needed
- b. Contractor further agrees to commence and complete any and all extra work in connection therewith, under the terms as stated in the Proposal and at his/hers (its or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendents, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, the plans, including all maps, plats, blueprints, and other drawings and printed or written explanatory matters thereof, the specifications and contract documents all of which are made a part hereof and collectively evidence and constitute the Contract, as applicable.
- c. City may, from time to time require changes in the Work of the Contractor to be performed hereunder. Such changes, which are mutually agreed upon by and between City and the Contractor, shall be incorporated by written amendment to this Agreement.

(2) **COMPENSATION:**

- a. City agrees to pay Contractor a sum not to exceed **Ninety-Two Thousand Seven Hundred and Fifty Dollars (\$92,750.00)** in accordance with the Schedule of Values, incorporated into this Agreement as **ATTACHMENT “A”** and hereinafter referred to as "Compensation";
- b. In the event funds are not appropriated or become non-appropriated for an included fiscal year by City, it is agreed by the parties that this Agreement will become null and void and the City's obligations cannot extend beyond the date of non-appropriation.

(3) **PERIOD OF SERVICES:**

- a. the Work to be performed hereunder by the Contractor shall begin upon the date outlined to the City's Notice to Proceed letter to the Contractor, and hereinafter referred to as "NTP"
- b. The Work shall be completed within **30** calendar days from the NTP date.
- c. Modifications to the Schedule may be required. Such modifications, which are mutually agreed upon by and between City and the Contractor shall be incorporated by written amendment to this Agreement

(4) **FORCE MAJEURE:**

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

(5) **NOTICES:**

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

(6) **RECORDS AND INSPECTIONS:**

- a. Contractor shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of one year after the completion of the project.
- b. City shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts there from, and to inspect all program data, documents, proceedings, and activities.

(7) **COMPLETENESS OF AGREEMENT:**

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

(8) **CONFLICTS:**

- a. In the case of any conflict between the terms and conditions of this Agreement and the terms of any other agreement between the parties hereto, the terms of this Agreement shall control.
- b. If there is a conflict between the Contractors's Proposal and this Agreement, then this Agreement shall control.
- c. If there is a conflict between the City's Request for Bids and the Contractor's Proposal, the City's Request for Bids shall control.

- d. Both parties agree that all conflicts arising under this Agreement that cannot be settled between the parties shall be resolved in the Georgetown County Court of Common Pleas (Non-Jury).

(9) **SEVERABILITY:**

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

(10) **NONWAIVER:**

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

(11) **GOVERNING LAW:**

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

(12) **RESPONSIBILITY:**

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

(13) **FREEDOM OF INFORMATION ACT (FOIA)**

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

(14) **THIRD PARTY OBLIGATIONS:**

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

(15) **RESTRICTIONS ON LOBBYING:**

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

(16) **SUCCESSORS AND ASSIGNS:**

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

(17) INSURANCE PROVISIONS

The selected bidder will be required to provide and maintain proof of insurance throughout the contract and as required at point of contract negotiation by the City's Risk Manager as follows:

- Commercial General Liability:
 - o Each Occurrence \$1,000,000
 - o General Aggregate \$2,000,000
- Automobile Liability: Combined Single Limit \$1,000,000
- Workers' Compensation: Statutory Limits
-

The City 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 within two (2) days of the cancellation of any insurance policy herein at one of the following options below:

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

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

(18) INDEMNITY PROVISIONS

Bidder 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 bidder's performance thereunder.

(19) CITY BUSINESS LICENSE

The selected bidder shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact Finance Department at 843.545.4048, for business license information.

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

CITY OF GEORGETOWN, SOUTH CAROLINA
(OWNER)

(SIGNATURE)

By: _____

(SEAL)

Title: _____

(CONTRACTOR)

(SIGNATURE)

By: _____

(CORPORATE SEAL)

Title: _____

Attest:

It's Secretary

Witness

Attachment: Green Wave Construction Contract [Revision 1] (3389 : North Hazard Street Sewer Line Repairs)



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

ACTION ITEM

DOC ID: 3394

Council Meeting Date:	16 September 2021
Department:	Engineering
Issue Under Consideration:	Motion to approve consulting services agreement with WK Dickson as the engineer of record for the EDA Stormwater System Improvements Project #4015 in the Historic District and to make payments in the not-to-exceed amount of \$567,200. Consultant's work includes surveying, pre-design, design, bidding, construction management, construction inspections and testing, and closeout services.
Amount Requested:	\$567,200
Is Item in Current Budget?	Yes.
If no, please explain:	
Financial Impact:	\$402,000 have been approved for the current FY 2022 budget. The full design and construction costs will be covered by EDA grant of \$4,206,762 on a reimbursement basis. It is anticipated that the project will have a duration of 1.5 years from design to construction.
Points to Consider:	Two consultants responded to the Request for Qualifications and Proposals: WK Dickson and The Wooten Company. WK Dickson ranked the highest based on qualifications and past experience with the City.
Options:	Approve or deny.
Staff Recommendation:	Approve

Reviews:

Orlando Arteaga Completed 09/08/2021 3:59 PM
 Finance Completed 09/08/2021 4:38 PM
 City Attorney Completed 09/08/2021 4:40 PM
 Sandra E. Yudice Ph.D. Completed 09/08/2021 4:46 PM
 Stephanie Buccione Completed 09/09/2021 2:28 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Analysis and Rating (PDF)
2. 2 WK Dickson Statement of Qualifications (PDF)
3. 3 2021-09-08 Exhibit D - Engineer Proposal Form (PDF)
4. 4 2 RFQ (PDF)
5. 5 5 Exhibit C - Professional Consulting Services Agreement (PDF)

Updated: 9/8/2021 4:46 PM by Sandra E. Yudice Ph.D. (Page 1)

ANALYSIS OF EVALUATIONS

Stormwater System Improvements Project #4015 - RFQ issued 6.02.2021 - Submittals received 7.08.2021

Evaluator:	Firms	
	THE WOOTEN COMPANY	WK DICKSON
Kathy Vermeland	88	89
Orlando Arteaga	84	93
Will Gunter	80	88
Art Baker	87	84
TOTAL	339	354

RATING SUMMARY	
Stormwater System Improvements Project #4015 - RFQ issued 6.02.2021	
Submittals received 7.08.2021	
1ST	WK DICKSON
2ND	THE WOOTEN COMPANY

Attachment: Analysis and Rating (3394 : Approval of WK Dickson Agreement)



CITY OF GEORGETOWN

STORMWATER SYSTEM IMPROVEMENTS - HISTORIC DISTRICT



Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)



July, 9 2021

Ms. Daniella Howard, Purchasing Agent
City of Georgetown
1134 North Fraser Street
Georgetown, SC 29440

Re: Stormwater System Improvements-Historic District | Project Number: 4015

Dear Ms. Howard,

WK Dickson is committed to continuing to provide high-quality service, information, and design to the City of Georgetown. As shown by our **project efforts with the City over the last several years**, we have provided trusted advice and successful project execution through the stormwater master planning and rate adjustments, three wastewater treatment plant upgrades to address a SCDHEC Consent Order, and three water system projects that provide additional distribution system storage and improve the resiliency of the City's water treatment facility. We will provide the same trusted advice and engineering with the Historic District Stormwater Improvements. Why is WK Dickson is the best choice for the City?

Complex Project Delivery. The improvements required in the Historic District must address drainage capacity under the roadways with consideration of utility conflicts, continued vehicular and pedestrian access and permitting implications. **Because we developed the Stormwater Management Plan, we already have intimate knowledge of the project intricacies.** Permitting will require a thorough understanding of the project impacts from a regulatory standpoint. We are also prepared to address utility coordination, including possible replacement of sanitary and water infrastructure, as well as other utilities that will be impacted by construction. Above all, project challenges and solutions will be discussed with City staff, and communication will be regular, clear, and detailed. WK Dickson's approach is to provide technical leadership as your trusted advisor and partner to improve the City of Georgetown and the surrounding community impacted by these projects.

Stormwater Expertise. WK Dickson's urban stormwater management experience stands out from other firms in the region due to the scope, complexity, and number of projects we have completed. Our staff have modeled, studied and designed hundreds of systems. We routinely work with municipalities on culvert replacement and drainage improvement projects, and through our past experience we have developed an understanding of all that these projects require, allowing efficient modeling and design. **In particular, the familiarity we already have with the system model will ensure seamless transition from concept to construction plans.**

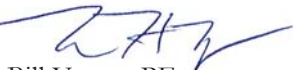
Grant Funding. In addition to receiving a design that incorporates our engineering experience and skills as established by numerous efforts, the City will receive grant funding experience from our firm through our Director of Strategic Funding & Regulatory Affairs, Angie Mettlen. **Angie will ensure that all EDA requirements are met and the funding agencies are pleased with the progress and results of their investment.**

Partnerships with Woman and Minority Business Enterprises. We have developed partnerships and mentoring programs through many years of working with WMBE's on our team. Our surveying partner for this project is Parker Land Surveying, LLC (Parker; Georgetown and Hanahan, SC). Parker is a woman owned business, and our staff in Charleston have partnered with them for many years. Additionally, we have teamed with Soil Consultants, Inc., a woman owned, small business enterprise that provides geotechnical services with offices in Charleston and Myrtle Beach, SC. We believe it is important to offer participation to a broad spectrum of WMBE firms, while carefully selecting WMBE partners to match individual talents and experience with the needs of the specific project.

Please do not hesitate to call if you have any questions. We are eager to serve you.

Sincerely,

W.K. Dickson & Co., Inc.



Bill Young, PE
VP / Charleston Regional Manager

Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

EXPERIENCE & AVAILABILITY

The WK Dickson team has significant expertise and experience in flood risk mitigation and channel design for urban and suburban areas. **We will provide those resources to the City of Georgetown and specifically the Historic District to improve the lives of residents who are currently experiencing impacts from runoff from significant storm events.** We have a proven track record of methods and design structures that satisfy SCDOT and US Army Corps of Engineers permitting requirements for jurisdictional systems and provide solutions that address flooding.

Our team has the unique perspective of having carefully assessed the watershed draining to the project areas to characterize it accurately. We are already familiar with the residents' and City staff concerns. We have evaluated the critical elements of the project and how various elements interact when establishing a proposed design. We are experienced negotiators with the US Army Corps of Engineers regarding permitting and understand the required effort and design elements. We have shown a commitment to the City to provide trusted and quality solutions throughout several recent projects

92

the number of years WK Dickson has been in continuous operation.

You don't last this long if you aren't doing great work!

PROJECT TEAM AVAILABILITY

Bill Young, PE	25%	Scott Sigmon, PE	15%
Jay Reigart, PE	60%	Marc Horstman, PE	20%
Lisa Wells, PE, CFM	20%	Matt Jennings	60%
Scott Tetrack, PE	65%	Earl Bingham, PE, GISP	50%
Angie Mettlen	20%	Collin Filo, PE	65%
Tom Murray, PE, CFM	20%	Brittni Derrick	50%
Julie Ball, CFM	30%	Daniel Zurlo	50%
Josh Shealy	65%	Charley Bunton	70%

Our team is available to start work on this project immediately and we are ready when you need us!



Engineers
Modelers
Designers
Planners
Scientists

Regulatory Experts
Landscape Architects
Ecologists
Geologists
GIS Analysts



A HISTORY OF SUCCESS
**ENR SOUTHEAST
TOP 50 DESIGN FIRM**

175
EMPLOYEES



27
WATERSHED
PROFESSIONALS
SPECIFICALLY
FOCUSED ON
PROVIDING
SUSTAINABLE
STORMWATER
SOLUTIONS.

Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

EXPERIENCE AND AVAILABILITY CONTINUED

This is a critical project for the City of Georgetown. We understand your need to get this project implemented in tandem with other critical economic and infrastructure priorities. **So why is the WK Dickson team the right choice for this project?**

- ▶ **Experience / Availability** – Our mission is to provide client centered solutions. We carefully evaluate our clients and their needs, and pursue the projects where we know we will provide great value. This is why **we are proud of our 98% client retention rate**. Our team has recently completed several important projects for the City. We specialize in stormwater improvements such as this and are immediately available to focus on the City of Georgetown and provide the right solution to meet your schedule and budget.
- ▶ **Familiarity / Fresh Perspective / Innovation** – We are intimately familiar with the stormwater issues and challenges of the Historic District. We understand the implications of this project for the City as well as the operational challenges. Along with our partner, Andrew Consulting, we understand the needs and desired outcomes for the bulkhead installation. Our team will bring familiarity of the projects and desired outcomes together with innovative and fresh perspective of the design and construction alternatives to provide value in schedule, short term capital costs and long term life cycle costs.
- ▶ **Regulatory / Funding Expertise** – This is a critical investment which will be a significant capital project for the City of Georgetown. Angie Mettlen, our Director of Strategic Funding and Regulatory Affairs, and our team have recently assisted many of our clients in funding support for their critical infrastructure projects. Angie will lead our project team's efforts to assist the City with regulatory and funding support.
- ▶ **We Want the Job** – We are excited about this project, it's importance to the City of Georgetown, and our opportunity to help you provide great value through a successful project.



In South Carolina, we have been very successful with a wide variety of funding programs including State Revolving Funds, USDA-Rural Utilities Loans and Grants, EDA-Public Works Economic Development Assistance Grants, Community Development Block Grants and SC Rural Infrastructure Grants.

WK Dickson has helped communities secure and/or manager over \$700 million in funding through programs in the past 10 years.

Angie Mettlen is WK Dickson's most senior-level state and federal grant expert, having personally secured more than \$200 million for improvements throughout her career.

WK Dickson has provided funding support for multiple municipalities and agencies. We tailor this support to the community's unique needs and perspectives because we understand one size does not fit all.

TOWN CREEK CULVERT

GREENVILLE, NC

Town Creek Culvert is a \$32 million Capital Improvement Project that upsized an existing, failing and severely undersized conveyance tunnel in the downtown urban core of Greenville, NC while incorporating Green Infrastructure components that are expected to remove up to 250 lb N/yr. The unsteady-state EPA SWMM model was used to evaluate the existing conditions and provide design recommendations while Calculus-based infiltration models were used to assess the runoff volume reduction potential and nutrient removal capability of the proposed Green Infrastructure SCMs.

The Town Creek Culvert project presented challenges and opportunities of H&H modeling an existing 5,000 LF long tunnel that has multiple utility crossings, different shapes and sizes (ranging from 10'X4' box to 5'X3' arched culvert), a series of closed-opened-closed sections and several flow diversion structures. In addition to modeling the existing tunnel, an overland sump that frequently floods was also incorporated into the existing H&H analysis. Due to the above-listed site complexities and the convenience of a packaged Hydrology and Hydraulics calculations, the EPA SWMM model was used to evaluate both the existing system and provide design recommendations for this project's typical Grey Infrastructure component.

The project constructed approximately 306 LF of one 84" reinforced concrete pipe culvert, 236 LF of dual 72" reinforced concrete pipe culvert, 1,707 LF of dual 84" reinforced concrete pipe culverts and 390 LF of 10'X8' RCBC in a highly dense and urbanized core to achieve a 25-year Level of Service (LOS). In addition to upsizing the existing storm drainage system, this project also offers significant water quality benefits through the installation of several Stormwater Control Measures (SCMs). The final construction change order for Town Creek closed out the contract with a savings to the City of \$550,106.79. The effort of the whole team resulted in the project being delivered more than half a million dollars under the final budget.

Owner

City of Greenville

Contact

Lisa Kirby, PE, CFM
252-329-4683

Year Completed

2020



RIVERFRONT PARK AND WATER STREET STREETSCAPING

Wilmington, NC

WK Dickson and Andrew Consulting partnered to deliver this project which was a compilation of several projects along the riverfront from Market Street to Red Cross Street. It included Phase 1 of the existing Riverfront Park Master Plan, which renovated the park from Market Street to Princess Street, and extended to Red Cross Street to accommodate the new River Place development. The project included streetscaping, landscape design, stormwater modeling and design coordination, ADA improvements in Riverfront Park, and utility coordination with both the City of Wilmington stormwater services and the Cape Fear Public Utility Authority.

Owner

City of Wilmington

Contact

David Cowell
910-341-5879

Year Completed

2020



RIVERFRONT MARINA STORMWATER PIPE REPAIR

Wilmington, NC

The existing City of Wilmington 30" storm drain that discharges into the Cape Fear River at Nutt and Hanover Streets has collapsed behind the concrete headwall. The Riverwalk sidewalk appears to have settled approx. three inches. The corrugated HDPE pipe outfall is subject to tidal fluctuation. WK Dickson and Andrew are teamed and evaluating the existing outfall pipe, recommendations for repair, and design of a pipe connection to repair the existing pipe.

Owner

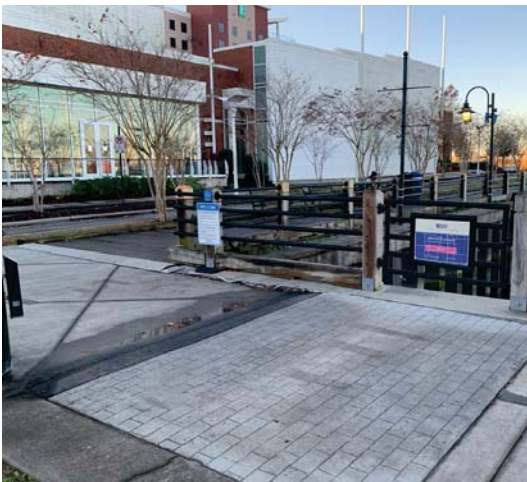
City of Wilmington

Contact

David Cowell
910-341-5879

Year Completed

Current project



WARDOLA DRIVE JACKSONVILLE, NC

WK Dickson assisted the City of Jacksonville in designing a 28-foot long pre-cast bridge on Wardola Drive and developed riparian restoration and stream daylighting improvements between Thompson School Creek and Wilson Bay, located within the New River Estuary in Jacksonville, North Carolina. The road over Wardola Drive acts as a dam between Thompson School Creek and Wilson Bay, severing the tidally influenced hydraulic connectivity between these two critical aquatic primary nurseries.

After performing hydraulic modeling of the tidally-based outfall, WK Dickson provided a design solution that included daylighting a stream section to establish the natural stream morphology and restoration, enhancement and protection of upstream and downstream riparian buffers through the removal of non-native vegetation. **WK Dickson produced final design plans and performed construction administration on this project that included stream stabilization, utility relocation/design, 401/404 permitting, traffic control, erosion control, structural design, and state and local permitting agency coordination. WK Dickson also assisted the City in obtaining an interest-free loan for this project through the NC Division of Water Infrastructure Clean Water State Revolving Fund and assisted the City with managing and administering this loan.**

Owner
City of Jacksonville

Contact
Randa Soules
910-938-5330

Year Completed
2020



Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

BARBERRY WOODS DRAINAGE PROJECT CHARLESTON, SC

This project aims to reduce flooding in the Barberry Woods, The Cottages at John’s Island communities, and immediately upstream of Sailfish Road utilizing stormwater engineering and bioengineering practices while minimizing downstream impacts (water volume and water quality). The project will follow the intent of recommendations from the Dutch Dialogues applicable to John’s Island. Proposed flood mitigation solutions and designs are to consider creating additional watershed storage, creating a stabilized stream realignment, increase wetlands for flood storage, and improve overall infiltration through bio infiltration and green infrastructure practices.

WK Dickson is leading a team to implement the solutions for this project, having completed the conceptual planning and design phase. This phase includes project administration, site survey, environmental site research, grant and permit research, soil investigations, H&H and groundwater modeling development and updates, concept design layout, 25% plan production, public meetings, 30% plan production and coordination with the City’s Development Review Committee. After this phase is completed, the next phase will be to produce relevant construction plans and obtain all necessary permits.

Owner
City of Charleston

Contact
Joe Swaim
843-724-3764



Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

SWANN STREET NEIGHBORHOOD DRAINAGE IMPROVEMENTS

RALEIGH, NC

The City of Raleigh, NC, retained WK Dickson to model this watershed's existing conditions, develop proposed improvement alternatives, produce design documents and provide construction administrative and observation service for the Swann Street Neighborhood Drainage Improvement Project near Crabtree Valley Mall.

Owner

City of Raleigh

Contact

David Kiker, PE
919-996-4074

Year Completed

2020

The primary goal of this project was to mitigate the existing flooding of adjacent homes and City streets by upsizing the existing drainage system to the 10-yr Level of Service. The drainage system upsizing included several large pipe sections, including a 72" RCP and 92" X 66" Elliptical RCP, and included the replacement of two driveway bridges. In order to minimize impacts to the existing channel system, alternatives were developed for the project area utilizing unique in-stream structures based on natural channel design techniques. Existing utilities, including an 8" sewer line and 6" water lines, were relocated to accommodate these improvements.

Since these improvements were constructed adjacent to existing residential homes, WK Dickson encouraged participation and input from the property owners via public meetings and individual property owner meetings, throughout the planning and design phases.

The final design phase of the project included the development of construction documents, stream stabilization, utility relocation/design, 401/404 permitting, traffic control, erosion control, structural design, and State and local permitting agency coordination.



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RAMBLEWOOD DRAINAGE IMPROVEMENTS

Raleigh, NC

Two independent drainage systems convey stormwater runoff from the North Hills Mall south to an unnamed tributary to Crabtree Creek. The drainage system is a combination of open channels, open ditches, closed pipe systems. There are two roadway crossings composed of several closed pipes and would not be considered your typical roadway culvert. Runoff from North Hills Mall was being conveyed into the downstream receiving system, causing several drainage issues. The project scope included hydrologic and hydraulic analysis and calculations for the existing conditions and recommended storm drainage improvements.

WK Dickson prepared a sealed engineering report providing recommendations, concerns, and recommended improvements, conceptual alternative improvements, and project phasing. After meeting with the City, WK Dickson finalized the engineering report, which included the chosen proposed improvements.

WK Dickson developed construction plans and supporting documents that incorporated the chosen recommended improvements. The project included utility coordination and design, traffic control plans, erosion control plans, contract documents, and stormwater permits.

Through multiple design iterations, WK Dickson coordinated with multiple permitting agencies and city departments to develop an out-of-the box design approach that saved over \$500,000 of city stormwater funds compared to a conventional design. **The design included piping an existing channel where significant erosion was threatening home foundations and installing an overflow channel above the pipe system to capture additional surface runoff and overflows from the pipe system.** Stormwater permits included US Army Corps of Engineers 404 permit, DWQ 401 water quality certification and compliance with the Neuse River Riparian buffer rules, and City of Raleigh Flood permit.

Owner

City of Raleigh

Contact

David Kiker, PE
919-996-4074

Year Completed

2020



Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

WESTERN NORTH RIDGE DRAINAGE IMPROVEMENTS

RALEIGH, NC

The Western North Ridge project was identified in 2006 following citizen concern with street and property flooding as well as sinkholes from the failing infrastructure. The area in Northeast Raleigh is located east of Falls of Neuse Road and north of Hunting Ridge Road. It includes 283 areas and 10 sub-basins. A local engineering firm completed a partial drainage evaluation and modeling totaling about 60 percent preliminary design plans. This includes a detailed hydrologic study of the area and recommendations of a possible alignment and design for a minimum roadway level of service for a 10-year storm event. WK Dickson is reviewing the previous hydrologic and hydraulic study for the 60 percent design plans to determine if further study of the area is needed. Project scope includes the final hydrologic and hydraulic study, development of construction drawings, permitting assistance, and participation in public meetings and public outreach.

Owner

City of Raleigh

Contact

Todd Rall

919-996-3030

Year Completed

To Be Determined



KEY PERSONNEL



BILL YOUNG, PE
Client Service Manager | Principal-In-Charge

JAY REIGART, PE
Project Manager

LISA WELLS, PE, CFM
Practice Leader | QA/QC

ENGINEERING DESIGN & PERMITTING

Regulatory & Funding

- Angie Mettlen

Subject Matter Experts

- Scott Sigmon, PE
- Tom Murray, PE, CFM

Technical Project Manager

- Marc Horstman, PE, PH, CFM

Project Engineers

- Matt Jennings, PE
- Earl Bingham, PE, GISP
- Collin Filo, PE

Designer & Production

- Brittini Derrick
- Josh Shealy

Construction Support

- Scott Tetrick, PE
- Charley Bunton

Environmental Permitting

- Julie Ball, CFM
- Daniel Zurlo

SPECIALTY CONSULTANTS

Bulkhead Design Specialist

Andrew Consulting Engineers, PC

- Neal Andrew, PE, SECB, CBIE

SUE Surveying Specialist

Parker Land Surveying, LLC (WBE)

- George Cunningham, PLS

Geotechnical Engineering Specialist

Soil Consultants, Inc. (WBE/ DBE/ SBE)

- Ron Austin, PE
- TAB Henderson, III, PE

WK Dickson | Subconsultant

WK Dickson 2021 Hourly Rate Schedule

LABOR

2021

Principal	\$235.00/hr.
Senior Consultant	\$215.00/hr.
Senior Project Manager	\$205.00/hr.
Senior Technical Manager	\$205.00/hr.
Project Manager	\$180.00/hr.
Technical Manager	\$180.00/hr.
Senior Project Engineer	\$160.00/hr.
Project Engineer	\$150.00/hr.
Senior Scientist	\$140.00/hr.
Scientist	\$128.00/hr.
Landscape Architect	\$175.00/hr.
Staff Landscape Architect	\$140.00/hr.
Senior Planner	\$170.00/hr.
Planner	\$130.00/hr.
Senior Civil Designer	\$135.00/hr.
Civil Designer	\$125.00/hr.
Senior GIS Analyst	\$145.00/hr.
GIS Analyst	\$115.00/hr.
GIS Technician	\$105.00/hr.
Senior Construction Observer	\$125.00/hr.
Construction Observer	\$105.00/hr.
Project Administrator	\$77.00/hr.

EXPENSES

Reproductions	Cost
Mileage	IRS Rate (currently \$0.56/mile)
Telephone, Postage	Cost
Travel (Meals/Lodging)	Cost
Subconsultants	Cost + 10%

Note: The above rates are effective January 1, 2021. WK Dickson reserves the right to revise to reflect inflationary increases.

Attachment: WK Dickson Statement of Qualifications (3394 : Approval of WK Dickson Agreement)

**BILL YOUNG, PE**

PIC / CLIENT SERVICES MANAGER

Bill will provide project management and resource allocation oversight for the project team. Bill is a registered professional engineer with over 26 years of experience in all facets of the planning, design, permitting, construction and management of water and wastewater treatment facilities as well as distribution and conveyance systems. As branch manager of WK Dickson's Charleston office, Bill oversees complex utility projects throughout the state. He has guided the development of numerous engineering reports and alternatives analysis to help clients find the best and most economical long term solutions for their utility management needs. Bill has been working with the City of Georgetown on various projects over the last decade, including the most recent completion of the WTP Generator and High Service Drives project.

LICENSES AND CLASSIFICATIONS

Professional Engineer - SC, NC

EDUCATION

MS Civil Engineering; State
University of New York at
Buffalo

BS Civil Engineering; Univ. of Connecticut

OFFICE LOCATION

Charleston, SC

YEARS OF EXPERIENCE

26

**JAY REIGART, PE**

PROJECT MANAGER

Jay has managed, designed or assisted in designing numerous projects, including small and large-bore cured-in-place-pipe (CIPP) rehabilitation; system-wide studies of municipal, water, wastewater, and drainage systems with modeling, capital improvement planning, and design; and analysis and design of particular problem areas for municipalities. Stormwater management projects have included city-wide modeling, as well as site-specific modeling efforts. Roadway and drainage facility improvement projects have resulted from several of these evaluations. Engineering services on these projects typically include: design, preparation of plans, specifications and contract documents, bidding and award, and construction phase services (administration and construction observation). Jay recently led our team as Project Manager for the City of Georgetown Stormwater Management Plan.

LICENSES & CLASSIFICATIONS

NASSCO Cert.; AWWA RRA Cert.

EDUCATION

BS Civil Engineering; USC

BS Marine Biology; USC

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

34

**LISA WELLS, PE, CFM**

PRACTICE LEADER

QA/QC MANAGER

With more than 25 years of experience in the civil and environmental field, Lisa brings a broad perspective and knowledge of both public infrastructure and private industry projects. She is well-versed in regulatory requirements associated with NPDES compliance, SCDHEC environmental permitting, and other environmental impact permit requirements for both municipal and industrial projects. She has extensive experience in municipal drainage solutions from planning through project close-out and can support community engagement in addition to alternatives analysis and QA/QC.

LICENSES AND CLASSIFICATIONS

Professional Engineer - SC, NC

EDUCATION

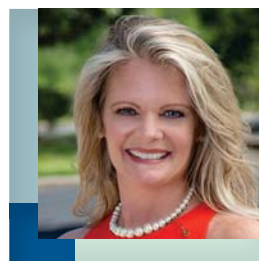
MS Civil Engineering; Clemson
University
BS, Civil Engineering; Clemson
University

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

25

**ANGIE METTLEN**

FUNDING & REGULATORY

DIRECTOR

Angie brings over two decades of engineering, grant writing and administration, project management, and regulatory permitting experience. Before joining WK Dickson in 2007, her experience included serving as the Assistant District Director for the Central Midlands Environmental Quality Control Office and as the Manager for the Drinking Water Compliance and Enforcement Section of SCDHEC. Ms. Mettlen is an expert in regulatory and governmental issues regarding environmental quality and utility planning. **She has assisted with over \$200M in funding and development of capital projects for clients throughout the Carolinas.**

LICENSES AND CLASSIFICATIONS

NASSCO Cert.; AWWA RRA Cert.

EDUCATION

BS BioScience/Bioengineering;
Clemson University

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

29



MARC HORSTMAN, PE, PH, CFM

TECHNICAL PROJECT MANAGER

Marc has extensive experience related to municipal stormwater infrastructure, including planning and design, hydraulic and hydrologic modeling, innovative and sustainable site design, and stormwater BMP design. His career expertise includes mathematically modeling complex hydrologic and hydraulic systems; including using models such as EPA SWMM, HEC-HMS, HEC-RAS, and AutoDesk HydraFlow Storm Sewers/Hydrographs. He has also created several innovative mathematical models to evaluate water quality and Low Impact Development (LID) systems. In addition, Marc's expertise includes planning and designing innovative water quality devices for Capital Improvement Projects, LID and infrastructure upgrade projects.

LICENSES AND CLASSIFICATIONS

Professional Engineer - SC, NC, TN, GA

Professional Hydrologist

Certified Floodplain Manager

EDUCATION

MS, Biological Engineering; NC

State University

BS, Biological Engineering;

NC State University

OFFICE LOCATION

Raleigh, NC

YEARS OF EXPERIENCE

12



EARL BINGHAM, PE, GISP

PROJECT ENGINEER | DESIGN

Earl has extensive experience stormwater modeling as well as local government and utility GIS applications and has provided staff level engineering support on all aspects of stormwater management projects. Earl has developed and utilized models for basic master plan studies, BMP design, flood studies, stream restoration and capital improvement projects. He routinely distributes and integrates large GIS datasets into hydrologic and hydraulic platforms such as HEC-RAS, HEC-HMS, EPA SWMM, and AutoDesk HydraFlow Storm Sewers/Hydrographs/Express and TR-55. He develops existing and proposed conditions as well as to assess real world constructable flood mitigation alternatives.

LICENSES AND CLASSIFICATIONS

Professional Engineer - SC, NC

EDUCATION

MS Civil Engineering; State

University of New York at

Buffalo

BS Civil Engineering; Univ. of Connecticut

OFFICE LOCATION

Charleston, SC

YEARS OF EXPERIENCE

26



COLLIN FILO, PE

PROJECT ENGINEER | DESIGN

Collin is a project engineer with eight years of experience in watershed planning and assessment, hydraulics/hydrology (H/H), stormwater management (SWM), erosion and sediment control, grading and drainage design for public and private sector clients including more than seven (7) years of fast-paced, design-build experience. He also has considerable experience in closed and open system storm drain design, complex H/H & SWM design, earthen dam design, floodplain and dam breach modeling, and watershed assessments to meet NPDES MS4 and TMDL Program requirements.

LICENSES AND CLASSIFICATIONS

Professional Engineer - MD

Certified Project Manager

EDUCATION

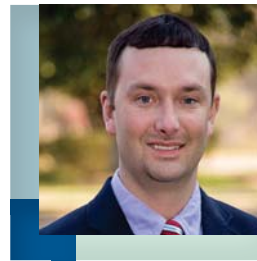
BS, Civil Engineering; Clemson University

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

8



MATT JENNINGS, PE

PROJECT ENGINEER |
CONSTRUCTION DRAWINGS

Matt will serve as the lead project engineer, and will be responsible for ensuring all design documents and supplemental drawings, specifications, and reports are technically accurate and complete. Matt is an integral part of WK Dickson's land development team in South Carolina, offering more than 14 years of site development engineering experience covering a wide range of development disciplines including recreational, educational/institutional, residential, industrial, and commercial development projects. His work also includes a strong portfolio of streetscape and parking improvements, transportation projects, as well as water, sewer, and natural gas utility systems.

LICENSES AND CLASSIFICATIONS

Professional Engineer - SC, NC

EDUCATION

BS Civil Engineering;

University of South Carolina

OFFICE LOCATION

Columbia, SC

YEARS OF EXPERIENCE

14

**TOM MURRAY, PE, CFM**

ALTERNATIVES ANALYST /
SUBJECT MATTER EXPERT

Tom has more than 20 years of experience specializing in assisting municipalities throughout the southeast to proactively manage their stormwater infrastructure assets through a variety of inventory, condition assessment, and watershed planning projects. Tom's depth of experience in stormwater management can provide the City a resource to someone who has managed drainage infrastructure projects from the collection of data and assessment all the way through construction. This experience allows Tom to understand during the condition assessment the types of maintenance and improvements that can cost effectively be implemented to extend the life of drainage infrastructure as well as the challenges of maintaining a drainage system in a growing urbanized area.

LICENSES AND CLASSIFICATIONS
Professional Engineer - SC, NC
Certified Floodplain Manager
EDUCATION

MS Civil Engineering; NCSU
BS Environmental Science &

Engineering; UNC Chapel Hill

OFFICE LOCATION

Raleigh, NC

YEARS OF EXPERIENCE

21

**SCOTT SIGMON, PE**

CONSTRUCTIBILITY SPECIALIST

Scott has over 20 years of progressive experience on projects related to stormwater master planning, watershed assessment, BMP analysis and design, as well as the design of capital improvement projects. He has specialized in performing hydraulic and hydrologic modeling using a variety of industry standard software, and has taken many projects from the master study phase through the preparation of final construction documents. Scott has modeled over 100,000 LF of open and closed drainage within the past 4 years and has served as project manager or senior staff engineer on numerous watershed planning projects. He is proficient with HEC-1, HEC-HMS, HEC-2, HEC-RAS, EPA SWMM, and desktop analysis.

LICENSES & CLASSIFICATIONS
Professional Engineer - SC, NC
EDUCATION

BS Civil Engineering; North
Carolina State University

OFFICE LOCATION

Raleigh, NC

YEARS OF EXPERIENCE

25

**SCOTT TETRICK, PE**

CONSTRUCTION SUPPORT

As a Senior Project Engineer, Scott will provide support in engineering design and analysis. His varied background includes commercial and residential site design, construction management, weir and dam retention structure design for wetlands and stormwater management, as well as the design and permitting of underground detention systems, private docks, secondary roads, interstate off-ramps, waterlines, elevated wetlands walkways, and gravity sewer and pump stations. He has worked extensively with both private developers and with federal, state and local government officials on obtaining permits, notably, the Federal Highways Administration, Army Corps of Engineers, South Carolina Office of Ocean and Coastal Resource Management, and South Carolina Department of Transportation.

LICENSES AND CLASSIFICATIONS
Professional Engineer - SC
EDUCATION

BMA; Charleston Southern
University
BS Civil Engineering; The Citadel

BS History & Business;
West Virginia Univ.

OFFICE LOCATION

Charleston, SC

YEARS OF EXPERIENCE

23

**CHARLEY BUNTON**

CONSTRUCTION OBSERVATION

Charley serves as a Civil Designer in our Charleston office, supporting our team of project managers and engineers. With over ten years of experience working with Lowcountry utilities, including Berkeley County and Charleston Water System, Charley understands the importance of designing and constructing utility collection systems that are cost effective and easy to operate and maintain. He will provide design and construction administration support, and observation services during construction.

LICENSES AND CLASSIFICATIONS
SC LLR - Water Distribution C
License, SCAWWA/WEASC -
Wastewater C License
EDUCATION

AAS Civil Engineering
Technology, Trident Technical
College

OFFICE LOCATION

Charleston, SC

YEARS OF EXPERIENCE

12



JULIE BALL, CFM
ENVIRONMENTAL SCIENTIST

Julie has over 20 years of project experience as a wetland scientist. Her background covers all facets of the applied science and includes

Section 404/401 permitting, wetland delineations and wetland mitigation. Her experience with regulatory personnel has resulted in a successful permitting record for both public and private clients with recent regulatory approvals in every region of South Carolina. Her strong verbal and written communications skills provide regulatory agencies with detailed and accurate technical documentation in accordance with local permitting requirements.

LICENSES AND CLASSIFICATIONS

Certified Floodplain Manager

EDUCATION

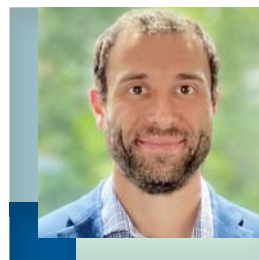
Geographic Resource
Management & Environmental
Studies
Western Michigan University

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

20



DANIEL ZURLO
STAFF SCIENTIST

Dan has 6 years of experience conducting environmental survey mapping, documentation and permit preparation in support of numerous

infrastructure and ecological restoration projects. He has led and managed all aspects of 404/401 permitting for a variety of private and public clients. He has performed benthic macroinvertebrate assessment for restoration and stream assessment projects. Daniel has also conducted protected species assessments.

LICENSES AND CLASSIFICATIONS

Surface Water Training and
Certification, NC

EDUCATION

MS, Biology, East Carolina
University
BS, Marine Biology, College of
Charleston

OFFICE LOCATION

Charlotte, NC

YEARS OF EXPERIENCE

6



BRITTNEI DERRICK
PROJECT DESIGNER | DESIGN
AND PRODUCTION

Brittnei will serve as a civil project designer for design and production, responsible for assisting the lead engineer with preparation of plans,

specifications, models, reports and permit applications for the project. Brittnei has extensive experience in site design services in support of various projects including development mapping and site layouts, sediment and erosion control plans, and watershed and drainage system modeling and analysis.

LICENSES AND CLASSIFICATIONS

Certified Stormwater Plan
Review

EDUCATION

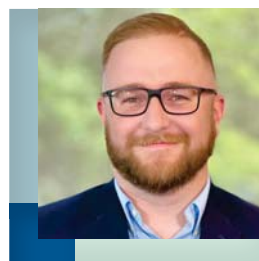
BS Civil Engineering
University of South Carolina

OFFICE LOCATION

Columbia, SC

YEARS OF EXPERIENCE

4



JOSH SHEALY
PROJECT DESIGNER | DESIGN
AND PRODUCTION

Josh is a Civil Designer with nearly four years of experience in the planning and design of site development projects. His areas

of expertise include industrial, commercial and residential site development; roadway design; transportation and land planning; master plans and studies; and water and wastewater infrastructure. Josh has served many project roles in his young career including Engineering Designer, Field Representative, and Client Representative. Josh's experience includes design, permitting, preparing technical specifications, and construction observation. Josh spent a year serving as a Land Surveying Crew Chief with a surveying and engineering firm in Charleston, SC while attending The Citadel.

LICENSES AND CLASSIFICATIONS

CEPSCI Certified

EDUCATION

BS Civil Engineering; The
Citadel
BA Religious Studies;

University of South
Carolina

OFFICE LOCATION

Greenville, SC

YEARS OF EXPERIENCE

3



ANDREW CONSULTING ENGINEERS, P.C.

BULKHEAD DESIGN SPECIALIST

Andrew Consulting Engineers is a structural, marine & forensic engineering and project management firm that provides a wide scope of projects for the Southeast. Their services include the structural design of buildings constructed of reinforced concrete, structural steel, masonry and timber. Their engineers are proficient in the design and analysis of marine type structures including bulkheads, wharves, piers and docking facilities and in the design of reservoirs, tanks and industrial facilities. Their past projects also include civil structures such as highways, bridges and the restoration of historical structures. They have provided project management for projects involving distribution warehouses, industrial facilities, offices, and airplane hangars.

NEAL ANDREW, PE, SECB, CBIE : BULKHEAD DESIGN LEAD



Neal has over 25 years of experience and joined forces with his father in 2004 to create Andrew Consulting Engineers, P.C. (ACE, PE). Andrew Consulting Engineers currently serves Wilmington and the southeast with structural, marine and forensic engineering, and project management. His notable projects include the Cape Fear Community College Fine Arts Center and Union Station building; Observation and Guest Pavilion at Hammocks Beach State Park; St. Mark's Catholic Church Education Center, Progress Point CVS offices in Wilmington; and served as the Lead Designer for over 150 projects at the GE Facility in Wilmington including offices, clean room labs, manufacturing and utilities. Neal will utilize his expertise and knowledge to lead all bulkhead design efforts.

LICENSES / CERTIFICATIONS

Professional Engineer
SECB
CBIE

EDUCATION

MS, Civil Engineering; Georgia
Institute of Technology
BS, Civil Engineering; NC State
University

OFFICE LOCATION

Wilmington, NC

YEARS OF EXPERIENCE

28

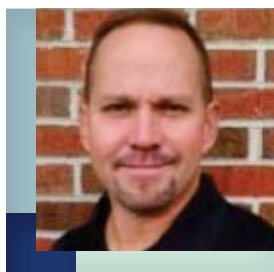


PARKER LAND SURVEYING, LLC.

SUBSURFACE UTILITY ENGINEERING AND SURVEYING SPECIALIST

Parker Land Surveying is a Woman Owned Small Business with an office in Georgetown, South Carolina. The firm started serving the Low County in 2008 due to Steve & Pam Parker's passion for employees and clients. Parker Land Surveying performs varying aspects of land surveying, included but not limited to: boundary/ lot surveys, construction staking, elevation certificates, tree/ topography surveys, property line locations, easement surveys, and establishing GPS control and benchmarks.

GEORGE CUNNINGHAM, PLS : SUE SURVEYING LEAD



George serves as the branch manager for Parker Land Surveying's Georgetown office and will be the point of contact for all SUE surveying and easement needs for this project. George has over 33 years or experience with expertise in all aspects of land surveying, included but not limited to: FEMA elevation certificates, boundary surveys, lot surveys, ATLA surveys, and construction staking. Greg also has more than 19 years of experience serving as a branch manager for a number of firms and his knowledge of Georgetown is a great asset in addition to his qualifications.

LICENSES / CERTIFICATIONS

Professional Land Surveyor

EDUCATION

Baptist College at Charleston
Trident Technical College

OFFICE LOCATION

Georgetown, SC

YEARS OF EXPERIENCE

33



SOIL CONSULTANTS, INC.

GEOTECHNICAL ENGINEERING SPECIALIST

Soil Consultants, Inc. (SCI) is a South Carolina Department of Transportation (SCDOT) disadvantaged business enterprise (SCDOT DBE), also certified as an SCDOT small business enterprise (SCDOT SBE), Charleston County SBE, and City of Charleston woman-owned business enterprise (WBE). SCI is a geotechnical engineering and inspection services firm with materials testing. SCI has successfully partnered with clients and members of their project teams with whom they interact, both during design and construction, to achieve Client-desired project goals for schedules, budgets, and facility performance. They team with our staff to provide a stable work environment with opportunities for growth, education, and economic advancement. In addition, they perform geotechnical field explorations using one of their ten drilling rigs (truck-mounted, track-mounted, adverse terrain, tripod, marsh buggy, and skid-mounted cone penetration testing (CPT)) and their highly experienced drilling staff. Their exploration staff is highly experienced with drilling in variable terrain and provides drilling in land, near-coastal, and over water environments.

RON AUSTIN, PE : GEOTECHNICAL ENGINEERING LEAD



Ron has extensive geotechnical engineering experience in coastal environments. As the Vice President Engineering for Soil Consultants, Inc., Ron is responsible for all engineering services performed by the firm. Ron provides geotechnical consulting related to the design and construction of infrastructure including roads, bridges and utilities, marine features including bulkhead and mooring dolphins, small to large residential and mixed-use structures and multi-story buildings. Ron has demonstrated ability to meet project deliverable goals and timelines. Ron has also provided engineering services in Georgetown for Winyah Generating Station, hotel on Front St, and 115 kV transmission lines as well as engineering services for numerous drainage projects including utility relocations at Magrath Darby / Coleman intersection in Mt Pleasant, Calhoun and Ehrhardt Drainage projects in Charleston, and the PS-2 Force Main Diversion & Capacity Upgrade in James Island.

LICENSES / CERTIFICATIONS

Professional Engineer - SC,
NC, GA
CBIE

EDUCATION

BS, Civil Engineering;
University of South Carolina

OFFICE LOCATION

Charleston, NC

YEARS OF EXPERIENCE

40

TAB HENDERSON, III, PE : GEOTECHNICAL ENGINEER



Tab provides geotechnical engineering in coastal environments and has 18 years of project experience. Tab serves as the project geotechnical engineer for most SCI engagements. Using the results of the field and laboratory testing programs, he provides geotechnical design parameters for the design and construction of infrastructure including roads, bridges and utilities, marine features including bulkhead and mooring dolphins, single and multi-story buildings including mixed-use structures, and residential structures. Tab has provided project engineering services for similar projects including the a Cherry Grove Boat Landing (Cherry Grove), Private Bulkhead Replacement (Charleston), Bulkhead Replacement at Mariner's Pointe Marina (Little River), Bulkhead Replacement Yeamans Hall (North Charleston), Breasting Dolphin Replacement at Kinder Morgan (Charleston), Marina Redevelopment at The Citadel (Charleston), Marine Improvements at Agru America (Charleston), and Marine Improvements at Kinder Morgan (Charleston). Tab has provided project engineering services for numerous drainage projects including utility relocations as well as new pump stations and alignments.

LICENSES / CERTIFICATIONS

Professional Engineer - SC

EDUCATION

MS, Civil Engineering; USC

BS, Civil Engineering; USC

BS, Business Administration;

USC

OFFICE LOCATION

Wilmington, NC

YEARS OF EXPERIENCE

28

METHODOLOGY & APPROACH



The Historic District Stormwater System Improvements will allow the City of Georgetown to address the capacity of an old and undersized stormwater system, improve the safety of its citizens and ensure the historic district can continue to develop as a key draw for economic development in the City. WK Dickson has a strong background of providing efficient, effective and timely designs for urban stormwater infrastructure projects that provide the benefits the City desires from this project.

Increasing size and relocation of infrastructure in existing street right-of-way brings many complexities. Primary among these is utility coordination as the new pipe is likely going to need to be installed in the location of existing underground utilities, as well as affecting utility poles in the construction process. Additionally, there may be structural risks or impacts to adjacent retaining walls and buildings. Replacement of curb and gutter, sidewalks, and accessible ramps in a manner that meets current regulations and community aesthetic requirements demands attention to detail and high-quality communication. The high-profile location of the project requires effective public engagement, and the traffic and pedestrian activity requires precise traffic control planning.

WK Dickson brings a collaborative, multi-disciplined approach of water resource engineers, geotechnical engineers, surveyors, and public engagement specialists.

Our team brings the optimum combination of expertise and experience with similar projects to ensure that we deliver a successful project that meets all of the City's goals.

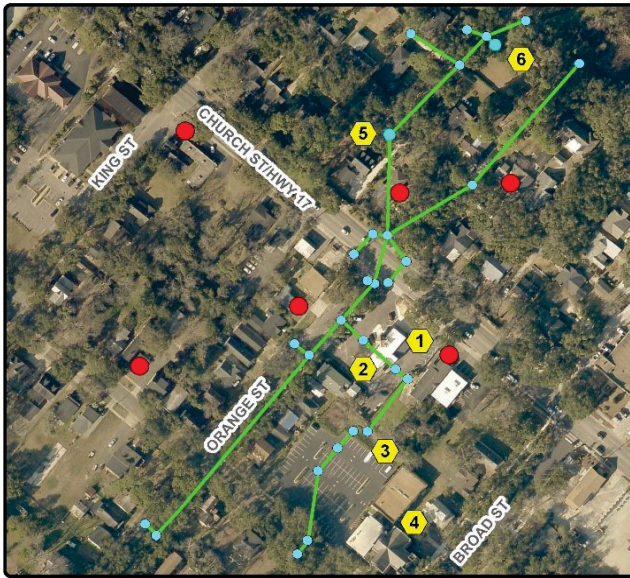
GENERAL TASKS AND PRE-DESIGN TASKS

Since WK Dickson developed the City's Stormwater Management Plan, our team already possesses a deep familiarity with the priority areas and conceptual solutions that are part of this project. This knowledge, along with our expertise and familiarity with rules and processes with federal funding like the EDA dollars secured for this work, makes WK Dickson uniquely qualified to successfully and efficiently deliver this project for the City.

DATA MINING AND COLLECTION

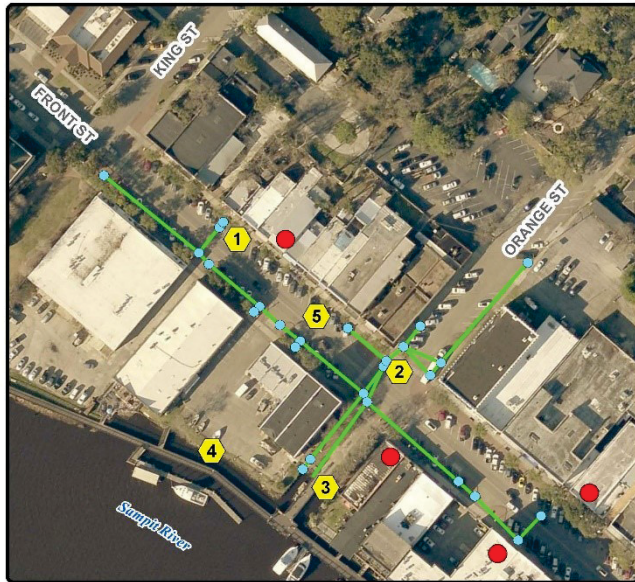
Immediately upon notice of award, we will mobilize our subconsultants so we can begin the base design survey and the geotechnical investigation. Simultaneously, we will continue to review the master plan data we had previously collected and other available information in the watershed that may impact the design process. Because of our master planning efforts, WK Dickson will immediately be able to utilize the following sources for efficient progress toward project goals:

- City GIS drainage infrastructure data;
- City design parameters & conceptual designs already prepared; and,
- GIS layers in the area available from the State, City, and County.



- 1 El Cerro Grande Restaurant
- 2 Pipe under building
- 3 Existing detention pond
- 4 Bethel AME Church
- 5 Rebar exposed in pipe
- 6 Inlet full of water; possible downstream blockage
- Flooding complaint

The WK Dickson team has extensive knowledge of the systems that have been identified for stormwater improvements. We have already completed thorough field investigation of the condition of the systems, surrounding parcels and property uses. In addition, our understanding of the capacity needs, tidal influences, and elevation challenges will help us effectively and efficiently move through design and allow time for creative and innovative approaches to each system solution.



- 1 Sewer pipe running through stormwater manhole
- 2 Sewer pipe running through stormwater manhole
- 3 Existing bulkhead
- 4 Potential bulkhead extension
- 5 Central waterfront business district; extensive traffic control required
- Flooding complaint



- 1 Hotel Site
- 2 Outfall recently upgraded as part of hotel site prep
- 3 Inlets blocked by sediment
- 4 SCDOT installing storm drain improvements along Queen St from Front St to Prince St
- Flooding complaint

CONCEPTUAL PLANNING/30% DESIGN

Conceptual planning is where the vision we developed for the City for the Historic District Improvement projects through the master planning will materialize into feasible projects working within all of the constraints common to urban retrofitting. The conceptual plan will be refined based on project constraints such as utility conflicts, permitting issues, topography, access, land constraints, and design characteristics aimed at maximizing flood control.

Another key aspect of this phase is to evaluate opportunities to coordinate design and construction with other projects in the area such as the hotel at Queen, the bulkhead upgrade and extensions at Front Street and other SCDOT or City road maintenance/improvement projects.

Using our existing model as a starting point, we will quickly develop detailed hydraulic and hydrologic models for each system of concern to ensure that the correct sizing of pipes is determined to achieve design goals and so that the urban nature of the area can be accommodated. The system modeling effort will include modeling the behavior of each system and its response to upsizing, diversion, and system connection.

Various possible pipe size options may be explored as alternatives depending upon underground utility constraints and surface feature restrictions. We will determine the best method of rehabilitation for system that will remain in function and determine the need to abandon any existing assets. Initial cost-benefit summaries may be provided, all to assist in determining the preferred approach to take to detailed design.

A key challenge with these systems is ensuring that improvements made in the area of concern do not result in problems downstream within the closed system or receiving channels. Our team has extensive experience with urban flood models, and we will analyze possible changes in water surface elevation that downstream property owners may experience and provide recommendations on any needed detention or other stormwater management. Our staff is experienced with the design of a range of possible Stormwater Control Measures (SCMs) such as bioretention, underground storage, and dry or wet ponds. The project areas can be evaluated for possible peak flow reduction using SCMs such as these, and downstream analysis can be performed.

Once the most effective new system configuration is determined based on the available space, other site constraints, and cost-benefit considerations, WK Dickson will finalize the conceptual plan which will include a 30% design plan deliverable. The 30% plans will include the following

- Proposed infrastructure realignment;
- Structural risks identified; and,
- Proposed utility conflicts identified.

To facilitate review of the conceptual plan, we recommend a review work session with WK Dickson staff and City staff in an effort to collaborate on the proposed concept and to facilitate a timely schedule.

PRELIMINARY 60% DESIGN

Upon finalization of the conceptual plan, WK Dickson will immediately begin preparation of the 60% design plans. The plans at the 60% stage will include all the major construction plan components including the site plan layout, topographic surveys, stormwater drainage plans, construction limits, hydraulic design, construction phasing, traffic control plans, erosion control plans, dry/wet utility relocation plans, and opinion of probable construction costs. In addition to a detailed set of construction plans and specifications, preliminary design calculations in support of the design will be prepared.

The key issues that must be analyzed and addressed during the 60% design include the following:

- **Finalize stormwater design plans.** Using feedback from the conceptual plan, WK Dickson will develop detailed design plans for the storm drain piped system and any SCMs that may be incorporated to ensure that opportunities for flood control are maximized while taking into account property limitations.
- **Construction access and traffic control.** Since this project will impact a key thoroughfare in the historic business district, traffic control and construction access will need to be carefully considered during design. Upgrading the system along the curb line and crossing at strategic locations will be least disruptive if work can be staged to maintain two lanes of traffic. Recent experience developing traffic control for North Tryon Street (a highly traveled artery in Charlotte) in conjunction with complete regrading and resurfacing has provided WK Dickson with unique experience in planning for impacts. The traffic control not only needs to address maintenance of vehicular flow, but also pedestrian passage. Some work may be accomplished with single lane traffic maintenance, while a portion may require an appropriately sequenced detour. Key will be ensuring that property access is maintained to the greatest extent possible.
- **Utility conflicts.** While utility conflicts will be avoided to the extent possible, the relocation and upsizing of storm system leads to a high likelihood of conflict. Any sanitary system that may be in proximity to proposed storm pipe will have the condition evaluated via manhole and CCTV inspections to determine if lining or other trenchless technology is required to ensure continued service through construction. As a firm that currently works with the City of Georgetown utilities extensively, any design for sanitary sewer or water distribution or electrical relocation will be prepared with an understanding of local methods and preferences. We have also developed a successful process to address impacts in partnership with private utilities (ie. telecommunications and natural gas). If any utilities need to be relocated, the proposed design will be included in the 60% plans, so that coordination with the utility owners can begin.

PERMITTING

Our approach to permitting includes early coordination with the permitting agencies, so that there are no surprises when the applications are submitted. While we do not anticipate significant permitting challenges, this coordination can prevent delays in the project. Permits and or anticipated coordination includes the following:

- SCDOT Encroachment permits. Our team routinely coordinates with SCDOT on encroachments for infrastructures projects and can efficiently address any constraints.
- 401/404 permit. The main potential stream impact would be at the outfall, which should be managed by an appropriate Nationwide Permit as the length should not exceed permit maximum impacts.
- Erosion Control and NPDES construction permit. Our team has extensive experience permitting urban stormwater retrofit projects. Construction sequencing and the use of erosion and sedimentation control measures that are effective while easy to work around and remove, such as comprehensive inlet protection and filter socks, will be designed. We will coordinate with SCDHEC and OCRM as necessary throughout the project to make sure we are meeting all state requirements.

FINAL DESIGN

Upon review of the 60% plans by the City, WK Dickson will begin the Final Design process to complete 90% and 100% plans and specifications. We will incorporate all comments from City staff, utility owners and the permitting agencies.

Design details such as the bulkhead, sidewalk, property-specific impact mitigation such as retaining wall reconstruction, and structural details will all be incorporated at this point as well as continued development of the items identified in Conceptual Design.

Additionally, the quantities, cost estimate, and construction documents will be finalized. We anticipate utilizing SCDOT and local City specifications to the extent possible, which is similar to the approach taken for similar projects.

ADDITIONAL SERVICES INCLUDING BID, CONSTRUCTION ADMINISTRATION AND OBSERVATION

Our team understands that a project is not complete until the contractor leaves the project site and the project is built. We are completely committed to serving as an extension of City staff throughout the construction phase, with Jay Reigart remaining the City's primary point of contact when coordinating the construction administration process.

WK Dickson can provide any level of support during the construction process, including full time observation. Our staff from the Charleston office are prepared to provide regular planned observation, and if the City chooses to have that be part-time observation, staff can also respond quickly to unexpected situations where an on-site presence is needed. We will also utilize other members of our team during construction to provide specialized onsite material testing inspection services as needed for soils compaction, concrete and asphalt testing. The skills of our construction observers include thorough document preparation, document handling, ability to respond quickly to RFIs, and a keen eye for conformance with design and specifications.

LIST OF REFERENCES

Nothing demonstrates the proven performance of WK Dickson more than client satisfaction. Our team's record of performance in meeting clients' objectives is the cornerstone of our firm's reputation. Here are some clients that we have served with similar services in the past as shown in our Statement of Qualifications. **We encourage you to contact them!**



- **NAME:** Janet Curry, Public Works Director
AGENCY: City of Myrtle Beach
ADDRESS: PO Box 2468
Myrtle Beach, SC 29578
PHONE: 843-918-2021
EMAIL: jcurry@cityofmyrtlebeach.com

- **Name:** Joe Swaim, Senior Engineer Project Manager
AGENCY: City of Charleston
ADDRESS: Department of Public Services, Engineering Division
2 George Street
Suite 2100
Charleston, SC 29401
PHONE: 843-724-3764
EMAIL: swaimj@charleston-sc.gov

- **NAME:** Lisa Kirby, PR, CFM, Director of Engineering
AGENCY: City of Greenville
ADDRESS: 1500 Beatty Street
Greenville, NC 27834
PHONE: 252-329-4683
EMAIL: lkirby@greenvillenc.gov

Exhibit D

Engineer Proposal Form

Stormwater System Improvement Project #4015 - EDA Grant #04-79-07494

NO. TASKS		QTY		UNIT PRICE	UNIT		FEE
1	PRE-DESIGN						
1.1	Conduct kickoff meeting internally with design team and externally with Owner, including site visit, agenda and minutes.	1	x	5,600.00	LS	=	5,600.00
1.2	Survey for drainage easements and documentation	1	x	3,400.00	LS	=	3,400.00
1.3	Complete EDA Site Certificate	1	x	900.00	LS	=	900.00
	PRE-DESIGN SUBTOTAL						9,900.00
2	DESIGN						
2.1	Project management, site visits, and design progress meetings (30%, 60% and 90%). Design not-to-exceed 12 months.	1	x	22,000.00	LS	=	22,000.00
2.2	Coordinate and review geotechnical subsurface investigations (2 borings total) and report.	1	x	7,700.00	LS	=	7,700.00
2.3	Site topographic and utility survey along proposed route (includes Subsurface Utility Engineering Quality Level B in streets).	1	x	29,500.00	LS	=	29,500.00
2.4	Preliminary plans and specifications -30%	1	x	53,000.00	LS	=	53,000.00
2.5	Preliminary plans and specifications -60%	1	x	41,400.00	LS	=	41,400.00
2.6	Detailed plans and specifications-90%	1	x	40,500.00	LS	=	40,500.00
2.7	Perform QA/QC for final plans and specifications-100%	1	x	23,200.00	LS	=	23,200.00
2.8	Prepare cost estimates for 60% and 100% plans.	1	x	4,600.00	LS	=	4,600.00
2.9	Permits: SCDOT, SCDHEC, OCRM (No Wetlands Delineations or USACE Permitting)	1	x	20,000.00	LS	=	20,000.00
	DESIGN SUBTOTAL						241,900.00
3	BIDDING & AWARD						
3.1	Assist Owner in advertisement of one construction bid.	1	x	1,600.00	LS	=	1,600.00
3.2	Conduct one (1) pre-bid meeting, including agenda and site visit.	1	x	1,300.00	LS	=	1,300.00
3.3	Respond to bidder's RFIs and prepare any necessary Addenda.	1	x	5,300.00	LS	=	5,300.00
3.4	Conduct one (1) bid opening meeting	1	x	900.00	LS	=	900.00
3.5	Review bids received, prepare and certify bid tabulation. Write recommendation of award letter. Conform addenda into contract documents.	1	x	4,000.00	LS	=	4,000.00
3.6	Conduct one (1) pre-construction meeting, including agenda, site visit and minutes.	1	x	1,300.00	LS	=	1,300.00
	BIDDING & AWARD SUBTOTAL						14,400.00
4	CONSTRUCTION ADMINISTRATION						
4.1	Review submittals and RFIs	1	x	47,200.00	HNTE	=	47,200.00
4.2	Review Contractor Pay Applications (not to exceed 18 pay applications)	1	x	10,200.00	HNTE	=	10,200.00
4.3	Review Change Orders	1	x	33,200.00	HNTE	=	33,200.00
4.4	Review Contractor Schedules, Monitor and Report Progress (monthly for 18 months)	1	x	10,200.00	HNTE	=	10,200.00
4.5	Conduct Monthly Progress Meetings. Site visits, Write Agenda and Minutes. Not-to-exceed 18 months.	1	x	34,700.00	HNTE	=	34,700.00
	CONSTRUCTION ADMINISTRATION SUBTOTAL						135,500.00
5	CONSTRUCTION INSPECTIONS						
5.1	Allowance to perform onsite material testing for soil compaction, concrete, and asphalt.	1	x	5,000.00	HNTE	=	5,000.00
5.2	Conduct regular bi-weekly onsite inspections and submit weekly reports. Not-to-exceed 150 trips.	1200	x	105.00	Hours	=	126,000.00
	CONSTRUCTION INSPECTIONS SUBTOTAL						131,000.00

Attachment: 2021-09-08 Exhibit D - Engineer Proposal Form (3394 : Approval of WK Dickson Agreement)

Exhibit D

Engineer Proposal Form

Stormwater System Improvement Project #4015 - EDA Grant #04-79-07494

NO. TASKS		QTY		UNIT PRICE	UNIT		FEE
6	CLOSEOUT						
6.1	Conduct preliminary and final punch list onsite inspections	1	x	7,200.00	HNTE	=	7,200.00
6.2	Prepare closeout documentation.	1	x	7,400.00	HNTE	=	7,400.00
6.3	Review contractor surveyed as-built plans and provide EDA certification.	1	x	3,400.00	HNTE	=	3,400.00
6.4	Provide AutoCAD and PDF drawings to Owner (no development of record drawings)	1	x	1,700.00	HNTE	=	1,700.00
	CLOSEOUT SUBTOTAL						19,700.00
7	REIMBURSABLES (Mileage and document production only)	1	x	14,800.00	NTE	=	14,800.00
	TOTAL FEE						567,200.00
	LS = Lump Sum						
	HNTE = Hourly Not To Exceed; NTE = Not To Exceed						
	Total fee amount incorporates Engineer's labor, overhead, profit, and sub-consultants' charges.						
	Submitted by: <u>William H. Young, PE</u>						
	Title: <u>Vice President</u>						
	Company Name: <u>W.K. Dickson & Co., Inc.</u>						
	Date: <u>09/08/2021</u>						

Attachment: 2021-09-08 Exhibit D - Engineer Proposal Form (3394 : Approval of WK Dickson Agreement)



REQUEST FOR QUALIFICATION AND
PROPOSALS
(RFQ)
FOR
ENGINEERING SERVICES

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

PROJECT: Stormwater System Improvements-Historic District

PROJECT #: 4015

US DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT
ADMINISTRATION (EDA) GRANT AWARD #04-79-07494

DATE OF ISSUE: Wednesday, June 2, 2021

DUE: On or before 2:00 PM EST (local time), Thursday, July 8, 2021

Proposals must be submitted electronically through the City's website, www.georgetownsc.gov.
The City will not accept proposals by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to Exhibit A, "How to register as a vendor", and Exhibit B, "How to respond to an online proposal".

Attachment: 2 RFQ (3394 : Approval of WK Dickson Agreement)

TABLE OF CONTENTS

<u>Topic</u>	<u>Page</u>
COVID-19 Important Notice to Bidders.....	3
Background.....	3
EDA Grant Information.....	3
Purpose.....	4
Project Description.....	4
Preliminary Site Information.....	5
Scope of Services.....	7
Process of Selection.....	9
Evaluation Criteria.....	10
Protest Procedure.....	11
Non-Mandatory Pre-Proposal Conference.....	11
Questions.....	11
Schedule of Milestone Events.....	12
Statement of Qualifications (SOQ) Content.....	14
Submittal Instructions.....	15
General Contractual Requirements.....	17
Exhibits.....	19
Attachments.....	19

COVID-19 Coronavirus Important Notice to Bidders

Pursuant to Governor Henry McMaster's declaration of a State of Emergency on Friday, March 13, 2020, City of Georgetown offices are closed to the public.

Until further notice, all proposals **MUST BE** submitted electronically through the City of Georgetown's website, www.georgetownsc.gov, under "Bids". As always, proposals received after the due date and time will not be considered for any reason.

The City **WILL NOT** accept proposals by:

Hard copy
Fax
Email

Your proposal must be submitted electronically to ensure it remains sealed until it is opened at the scheduled date and time.

Background

The City of Georgetown (City) is an incorporated municipality with a population of under 10,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." 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 Liberty Steel, International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.georgetownsc.gov.

EDA Grant Information

The Economic Development Administration (EDA) from the US Department of Commerce has awarded financial assistance to the City of Georgetown for the engineering and construction of the Stormwater System Improvement Project in the Historic District (the "Project"), which includes businesses and residential areas. EDA Grant #04-79-07494. The Project includes improvements to the stormwater system as well as the construction of a marine bulkhead as described in the Project Description section.

The City of Georgetown and Georgetown County are the joint applicants and recipients of this grant award for the Stormwater System Improvements for the City of Georgetown's Historic District.

The Waccamaw Regional Council of Government (WRCOG) is the grant administrator.

The City is the lead recipient and will manage the design, bidding, construction and operation of the Project. **The City's agents, consultants, and contractors are required to comply with all federal and state laws, EDA procurement and contracting policies, and local procurement regulations.**

Attachment: 2 RFQ (3394 : Approval of WK Dickson Agreement)

Federal Participation Disclosure – “This Project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration and therefore is subject to the Federal laws and regulations associated with that program.”

Local Vendor Preference is not approved for this Project. Equal weight and preference must be given to all vendors regardless of their location. The RFQ process must be open to all and selection based upon qualifications without any preference to locality.

Purpose

The purpose of this RFQ is to request Statement of Qualifications (SOQs) and proposals from engineering firms specializing in stormwater systems/marine bulkhead design and construction in coastal zones. Engineering firms must be licensed to operate under all the laws and regulations of the State of South Carolina and registered to do business with the U.S. government under the System for Award Management (SAM) program.

Project Description

The Project involves the removal and/or abandonment of aged, undersized and obsolete stormwater infrastructure and installation of new and larger peak-flow capacity storm drainage infrastructure placed primarily in the public right-of-way (ROW). The new infrastructure will consist of larger size storm drains made out High-Density Polyethylene (HDPE) corrugated pipe and Reinforced Concrete Pipe (RCP), pre-cast stormwater manholes (MH), catch basins (CB) and drain inlets (DI). Installation of check valves at drain outfalls. Some special manholes may be needed to store and treat stormwater runoff as part of the Best Management Practices or BMPs. A new marine bulkhead in conjunction with the stormwater improvements is also required.

The Project will also involve the relocation of existing utilities to accommodate the larger-size storm drains. Water distribution pipes, gas lines, sewer lines, electric, fiber optic and other telecommunication conduits may need to be relocated in an effort to accommodate the larger storm drainage infrastructure in the public ROW. A great deal of utility coordination will be necessary between the consultant, the City’s utility departments and other private and public utility agencies.

The Project has an anticipated duration of three years, scheduled to start on or about September 2021 and closed out by no later than December 2024. Construction involves a new bulkhead behind Constitution Park and the parking lot behind the satellite office of Coastal Carolina University located on Front Street, new trenching for storm drain pipes, new concrete sidewalks, asphalt pavement restoration, and landscaping restoration in green areas. The abandoned boat slip behind Constitution Park will need to be infilled once the new bulkhead is in place. New check valves at storm drain outfalls. The boardwalk entrance at Constitution Park will be modified to accommodate the new bulkhead. Landscaping improvements will be necessary at Constitution Park as a result of the drainage and bulkhead construction activities. The total land disturbance will be approximately 3.4 acres. The utility work will mainly take place within the existing City or SCDOT right-of-way. Four easements will be required from private owners. Maintenance of pedestrian and vehicular traffic will be necessary. Impact to primary road traffic must be kept to a minimum.

The stormwater portion of the Project is scheduled for three separate areas within the City’s Historic District:

1) Front Street System, 2) El Cerro System, and 3) Queen Street System.

The Front Street System involves the installation of approximately 1,200 linear feet of storm drains, three tidal gate check valves, five catch basins, six stormwater manholes, and three outlet structures on Orange Street between Front and Prince Streets. This phase includes new concrete sidewalks, curb and gutter, and asphalt restoration, traffic and pedestrian control. A 25-foot drainage utility easement will be required in the Coastal Carolina University (CCU) parking lot. A new 210 linear foot bulkhead behind the CCU parking lot and Constitution Park. The board walk entrance and platform will also need modifications to allow for infill material in the area behind the new bulkhead. See Attachments 1 & 2.

El Cerro System involves the installation of approximately 3,264 linear feet of storm drains, fifteen catch basins, five stormwater manholes, and three outlet structures along Orange Street between Duke Street and Nimmer Lane. A tidal check valve. This phase includes new concrete sidewalks, curb, gutter, and asphalt restoration; traffic and pedestrian control. Three drainage easement are required at the parking lot of El Cerro restaurant, the Bethel AME Church and in the backyard of the adjacent property. See Attachment 3.

The Queen Street System involves the installation of approximately 1,282 linear feet of storm drains, eleven catch basins, seven stormwater manholes, and one outlet structure between Front Street and Highmarket Street. This phase includes new concrete sidewalks, curb, gutter, and asphalt restoration; traffic and pedestrian control. See Attachment 4.

For a complete description of the four drainage easements locations see Attachments 5. Agreements have been obtained between the City and the four property owners for access and easement acquisition.

Preliminary Site Information

The City's aging infrastructure is strained during regular storms. Heavy rains or hurricanes create backups in drain pipes throughout the City. Streets and roadways flood and prevent free vehicular traffic passage. The amount of stormwater in the sewer system increases due to infiltration in pipes and manholes. Hurricanes in the past five years have caused major disruptions to commercial shops in the area.

A Stormwater Management Plan (SWMP) was completed in July of 2019 and adopted by City Council in December 2019. The SWMP identified several areas of priority within the Historic District and West End Districts of the City. Refer to the City's website for additional information on the SWMP.

The areas located in the City's Historic District were given the highest priority based on the potential for property damage and disruption to tourists and commercial sites, including banks, restaurants, shops, clothing stores which are primarily located on Front Street and Church Street (Highway 17).

Three areas were identified as top priority:

1) Front and Orange Street intersection or Front Street System:

Frequent flooding occurs at the intersection of Front Street and Orange Street. This area includes Coastal Carolina University, Constitution Park, Augustus Carolina Furniture Store, a print shop, a barbershop, a flower shop, an advertising agency, a real estate agency, and several restaurants. This area is one of the lowest point in elevation along Front Street.

A marine bulkhead is required behind the CCU parking lot and Constitution Park. The bulkhead will prevent tidal flooding during Hurricane and king tide events. A US Army Corps of Engineers and a SCDHEC OCRM permit have already been obtained for this work.

A 25-foot drainage easement is required at the CCU parking lot.

2) Orange Street between Duke Street and Nimmer Lane or El Cerro System:

Frequent flooding occurs at the intersection of Church Street and Orange Street. This drainage basin area includes El Cerro Mexican Restaurant, Tupacz Liquor Store, a bail bonds office, Social Security Administration, Randy's Barber Shop, Bethel AME Church, a medical office, and the City of Georgetown Electric facilities building.

El Cerro Mexican restaurant has been forced to close several times and have gone through at least two rounds of renovations due to flood damage.

Church Street (Highway 17) is a primary corridor linking the City of Myrtle Beach with the City of Charleston to the south and an alternate route to the City of Conway to the west.

Drainage easements will be required at the El Cerro Restaurant parking lot (829 Church Street), Bethel AME Church parking lot (410 Broad Street), and yard at 827 Church Street.

3) Queen Street between Front Street and Highmarket Street or Queen Street System:

The intersection of Queen Street and Front Street frequently floods on significant storm events. Flooding in this street makes traffic impassable and prevents adequate access to homes.

The Harborwalk Marina, the Georgetown County Chamber of Commerce, the Georgetown Times building, O'Donnell Law firm, and The Black River United Way buildings, as well as several other business and shops, are located within close proximity of this intersection and within the stormwater drainage basin.

Queen Street features beautiful Victorian-style homes and flooding conditions on this street can potentially reduce their property market value.

The City has completed a recent drainage project by installing a 48-inch drainage line from Front Street to the Harborwalk Marina. A check valve was also installed at the 48-inch outfall pipe. New drainage infrastructure will be required from Front Street and Highmarket Street. Please note that the work scope may be modified to one block segment of Queen Street between Prince and Highmarket Streets due to anticipated emergency repairs by SCDOT.

Scope of Services

The Project will consist of design, bidding, and construction of the following drainage systems: 1) Front Street System; 2) El Cerro System; 3) Queen Street System.

The selected engineering consultant shall be responsible of the following tasks:

General Tasks:

1. Ensure compliance with all EDA grant and City's procurement standards.
2. Coordinate work with city, county, state, EDA and grant administration staff.
3. Coordinate work with utility companies (water, sewer, gas, electric, and telecommunications).
4. Maintain active involvement and provide adequate supervision during pre-design, design, engineering, construction, and closeout activities of the Project.
5. Become familiar with the City's stormwater Management Plan and conceptual drainage plans recommended for the three top-priority areas in the Historic District.
6. Perform fiduciary duties and maintain professional code of conduct as the Engineer of Record on behalf of the City.

Pre-Design Tasks:

1. Review and become familiar with the EDA Project Tool Kit upon contract award. The Tool Kit contains important documentation to manage the EDA grant. EDA Tool Kit documents related to project engineering and construction can be made available upon request.
2. Become familiar with EDA regulations and policies applicable during the design, construction, and close out phases of the Project.
3. Conduct kickoff meeting with City and Project stakeholders.
4. Site survey for four easements.
5. Complete EDA's Site Certificate Form.

Design Tasks:

1. Perform a comprehensive site survey along the proposed drainage infrastructure path. Survey shall include topographic and existing utility, provide property boundary at rights of way (ROW) lines, and establish relevant reference points.
Survey the following areas: 1) Front Street System: Orange Street from Front to Prince Streets; Front Street from King Street to Broad Street, include Constitution Park.; 2) El Cerro System: Orange Street from Highmarket to Palmetto Streets, Duke Street from Broad to Orange Street, Palmetto Street from Marshview Lane to Cypress Street, Cypress Street from Palmetto to Nimmer Streets, Nimmer Street from Marshview Lane to Cypress Street; 3) Queen Street System: Queen Street from Front Street to Highmarket Street.
2. Conduct and supervise subsurface soil investigations such as borings and soil tests along the proposed path of drainage pipes. Allow for a total of six test borings, two for each system.
3. Review and become familiar with the City's SWMP.
4. Calculate stormwater flow from the watershed to tributary collection points to verify size of drain pipes.
5. Prepare preliminary engineering plans at 30% and 60% design stage.
6. Prepare advanced detail engineering plans at 90% design stage.
7. Prepare final construction plans at 100% design stage.
8. Prepare technical specifications.
9. Design stormwater pipes and associated infrastructure, curb and gutter, concrete sidewalks, and asphalt paving in accordance with SCDOT and City standards.

10. Design 210-foot marine bulkhead. Review existing ASCE and OCRM permits related to the bulkhead.
11. Prepare traffic control plans for the contractor's use.
12. Conduct design review meetings with the City.
13. Prepare construction cost estimates based on 60% and 100% design documents.
14. File all required USACE, SCDOT, SCDHEC OCRM and other applicable federal and state permit applications on behalf of the City.
15. Prepare bid documentation package including the City's front-end documents and EDA's contractual provisions.
16. Submit progress design reports along with monthly invoice.
17. All plans and bid documents shall be signed and sealed by a Professional Engineer licensed in the State of South Carolina.
18. Review and incorporate all contract requirements in compliance with EDA's procurement and construction regulations as part of bid documents.
19. Provide AutoCAD and PDF files of all design documents.

Bidding Tasks:

1. Assist the city in the solicitation and advertisement of construction bids.
2. Conduct one (1) pre-bid meeting.
3. Respond to bidder's requests for information and write necessary Addenda.
4. Attend one (1) bid opening meeting.
5. Review bids received, prepare and certify bid tabulation sheet.
6. Review bidder's qualifications and write award recommendation letter.
7. Conduct one (1) pre-construction meeting.

Construction Administration Tasks:

1. Conduct monthly progress meetings. Allow one hundred fifty (150) workhours for progress meetings including travel time.
2. Write and distribute meeting agenda and meeting minutes.
3. Review contractor's submittals, Request for Information (RFI), and change order requests.
4. Review contractor's monthly payment application.
5. Review contractor's construction baseline schedule and schedule update to monitor progress.
6. Monitor construction to assure compliance with plans, specifications and other contract documents.
7. Submit progress reports along with monthly invoice.

Construction Inspection Tasks:

1. Conduct regular bi-weekly onsite inspections to ensure compliance with plans and specifications. Allow one thousand five hundred (1,500) workhours for onsite inspections including travel time.
2. Prepare weekly field inspection reports.
3. Conduct preliminary punch list inspections at the completion of each phase.
4. Perform onsite material testing inspections for soil compaction, concrete, and asphalt testing.

Closeout Tasks:

1. Conduct one (1) onsite general punch list inspection.
2. Distribute punch list inspection items to contractor and City.
3. Conduct one (1) final onsite punch list completion inspection.

4. Review and certify contractor's as-built plans.
5. As-built plans shall be signed and sealed by a licensed surveyor or professional engineer.
6. Assist the City with closeout documentation. Closeout documentation must comply with EDA policies.
7. Provide AutoCAD and PDF files of all Project record drawings.

The City will:

1. Ensure project completion in accordance with approved plans and specifications.
2. Monitor and report project progress.
3. Keep EDA advised on project progress.
4. Provide EDA documents for incorporation with the engineer's bid documents.
5. Pay for all applicable permit fees.
6. Pay for all engineering and construction costs incurred for the project.
7. Submit reimbursement requests to EDA and County of project expenditures.

Process of Selection

By initialing the bottom of each page of this RFQ document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. Firm's representatives are expected to examine this RFQ thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFQ shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the Project, with fee and qualifications factors being considered.

The City will conduct the selection for the best qualified, responsive, and responsible firm experienced in the following manner:

1. This RFQ document will be made available to interested firms and accessible on the City's website at www.georgetownsc.gov under "Bids", and the South Carolina Business Opportunity (SCBO) website, <https://scbo.sc.gov/online-edition>.
2. Proposals will be opened publicly. Due to the possibility of negotiation with any firm submitting a reasonable and responsible proposal which appears to be eligible for contract award pursuant to the selection criteria set forth in this RFQ, prices will not be divulged at the time of opening.
3. Statement of Qualifications (SOQs) will be evaluated as described in this RFQ.
4. At the City of Georgetown's discretion, a short list of the most qualified proposers may be compiled and asked to make presentations (virtual) to the City of Georgetown.
5. At the conclusion of the RFQ process, qualified submittals may be presented to the Georgetown City Council for review and approval, as required.
6. A firm will be selected for contract negotiations as required.
7. The City of Georgetown will notify selected firm of intent to offer contract award.

8. The submittal listing of proposals received will be posted on the City's website at www.georgetownsc.gov under "Bids" not earlier than 48 hours after opening.

Evaluation Criteria

The selection of the engineering consultant is based on professional qualifications and competitive fee proposals. Fee proposals may be subject to negotiation for a fair and reasonable compensation.

All proposals will be reviewed for purposes of determining professional qualifications, responsiveness and responsibility. Any proposal, which does not meet the submittal requirements found on page fifteen (15) of this RFQ document, will be subject to disqualification. For purposes of determining responsibility, all information given by the proposer concerning its availability to fulfill the contract requirements and the integrity and reliability of the proposer will be reviewed. The submission of a proposal for review does not necessarily qualify the proposer or proposal as being responsive or responsible. Failure to provide specific information, as requested, for use in the evaluation will cause your proposal to be non-responsive.

The Project Review Committee (PRC), consisting of members appointed by the City Administrator or his/her designee will review and independently score the proposals submitted by all firms. In its review, the PRC will consider all elements of the RFQ. Firms shall be ranked from the most highly qualified to least qualified on the basis of the information provided by each firm and the evaluation criteria.

Offers will be consistently evaluated using only the criteria stated below:

Item no.	Evaluation Criteria	Maximum Points
1	Experience in planning, design and construction of drainage and marine bulkhead projects in coastal zones. Prior experience with federal grant project such as EDA.	30
2	Methodology and Approach: Firm's creativity in resolving issues and conflicts in similar projects. Meeting the standards of care and use of sound engineering judgement. Demonstrate ability to coordinate work with several state and utility agencies.	30
3	Proposed Fee	25
4	Key Staff: Technical and project managerial skills of key staff in related projects. Adequate staffing of firm, ability to provide services and respond to client's needs. Prior experience with EDA or similar federal agencies' grant projects.	10
5	Background information in Hiring Veteran, Women, and Minority-Owned Firms as Subcontractors and/or Vendors.	5
	TOTAL	100

The PRC will generally select no more than five (5) of the most highly qualified firms. The PRC may, if needed, interview each of the selected firms.

Following completion of its review and evaluation, the designated staff member will present the recommendation of the PRC to the City Administrator or his/her designee who will give approval for the designated staff member to proceed to the negotiation of fees. The firm shall include a separate proposal. See Exhibit D-Engineer Proposal Form. In the event that the selected firm and the City cannot agree upon the cost and basis for compensation, the City shall negotiate with the second ranked firm to do the work, and continue in this manner until an agreement is reached with a firm.

Following successful contract negotiation by the City and the selected firm, the City Administrator or his/her designee will present the recommendation to Mayor and Council for approval, as required. Once approved, a summary of the ranking of firms will be posted to the city's website for public information.

The contract between the City and the engineering consultant must be submitted and approved by the EDA regional office.

Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFQ selection award process must be submitted in writing to the City of Georgetown, Attn: Daniella Howard, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the posting of the award notification to the City's website. The City's Procurement Ordinance to include Section 2-194, Protest Procedure, can be found in its entirety on the City's website at: <https://www.georgetownsc.gov/wpfb-file/procurement>

Non-Mandatory Pre-Proposal Conference

A Non-Mandatory Pre-Proposal Conference will be held via GOTOMEETING, Wednesday, June 23, 2021 at 10:30 am (EST). Dial 669.224.3412, and enter the access code 916-043-653. Contact Purchasing@georgetownsc.gov or 843.545.4043 **prior to 10:00 am (EST), Wednesday, June 23, 2021**, if you have any questions.

Questions

No answers will be given over the phone.

For questions regarding this City's Request for Qualifications, please contact purchasing@georgetownsc.gov, no later than 5:00 pm EST (Local Time), Friday, June 25, 2021

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the sole responsibility of the proposer to contact the purchasing agent at 843.545.4043.

No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line:

Stormwater System Improvements-Historic District

Answers to questions will be posted on the City's website at www.georgetownsc.gov under "Bids" as an Addendum no later than 5:00 pm EST (local time), Thursday, July 1, 2021.

Schedule of Milestone Events

No.	MILESTONE EVENTS	DATE	LOCAL TIME
1	Issue RFQ	Wednesday, June 2, 2021	
2	Non-Mandatory Pre-Proposal Conference via Go To Meeting	Wednesday, June 23, 2021	10:30 AM
3	Deadline for questions - emailed to: purchasing@georgetownsc.gov	Friday, June 25, 2021	5:00 PM
4	Deadline for addenda to be posted to the City's website, www.georgetownsc.gov, under "Bids"	Thursday, July 1, 2021	5:00 PM
5	RFQ proposal submittals due date	Thursday, July 8, 2021	On or before 2:00 pm
6	Project Review Committee (PRC) meeting - TBD ***Date will be posted on the City's website, www.georgetownsc.gov	Week of July 12, 2021	
7	Virtual Interviews with top tier finalist firms, if required - TBD ***Will be open only to PRC members and firms being interviewed	Week of July 26, 2021	
8	Obtain EDA and City Council Approvals for Engineering Contract	September 16, 2021	
9	Award Engineering Contract	September 20, 2021	
10	Issue Engineering Notice to Proceed	October 1, 2021	
11	Survey and Secure Easements	November 30, 2021	
12	Submit Site Certificate & Title Opinion	December 15, 2021	
13	Preliminary Plans and Specifications (30%)	February 28, 2022	
14	Preliminary Plans and Specifications (60%)	March 30, 2022	
15	Advanced Detailed Plans and Specifications (90%)	April 29, 2022	
16	Obtain Construction Permits	May 30, 2022	
17	Final Plans and Specifications (100%)	May 31, 2022	
18	Advertise for Bids	June 1, 2022	
19	Open Bids	July 13, 2022	
20	Obtain EDA and City Council Approvals for Construction Contract	September 15, 2022	
21	Award Construction Contract	September 20, 2022	
22	Issue Notice to Proceed	October 3, 2022	
23	Start Construction Phase 1- Front Street System	October 5, 2022	
24	Complete Construction Phase 1- Front Street System	June 30, 2023	
25	Start Construction Phase 2- El Cerro System	July 3, 2023	
26	Complete Construction Phase 2- El Cerro System	March 29, 2024	
27	Start Construction Phase 3- Queen Street System	April 1, 2024	
28	Complete Construction Phase 3- Queen Street System	September 30, 2024	
29	Start Project Closeout	October 1, 2024	
30	Complete Project Closeout	December 20, 2024	

All dates are tentative for Items 6-30

When the Procurement Division is closed due to force majeure, proposal openings will be postponed to the same time on the next official business day. Vendor is responsible to obtain information regarding proposal submittals directly from the City’s website, www.georgetownsc.gov.

Professional and Construction Service procurement procedures are subject to the City’s procurement policies as outlined in Section 2-187 of the City’s Municipal Code (Chapter (Administration), Article IV (Procurement)). The City’s Procurement Ordinance can be found in its entirety on the City’s website at: <http://www.georgetownsc.gov/find/find-ordinances/>.

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

The City reserves the right to request additional information at any time from any and all prospective contractors or individuals as deemed necessary by the City to evaluate the proposals. This process may not be used, however, as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFQ and/or revise the Project schedule at any time.

The City also reserves the right to accept or reject any or all proposals 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.georgetownsc.gov, under “Bids”. It is the proposer’s responsibility to obtain the information directly from the City’s website regarding this Project.

The proposer will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: _____ Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

Attachment: 2 RFQ (3394 : Approval of WK Dickson Agreement)

Statement of Qualifications (SOQs) Content:

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 shall not exceed 25 pages, including cover page and attachments, and must include the following:

- Letter of Interest – Provide one-page letter and include contact information and signature of company owner/president/CEO/Principal.
- Experience and Availability –Provide summary of qualifications, relevant industry experience, and availability to participate in the RFQ process to provide requested services to the City. Include photos of recent projects. Mention any experience related to storm drainage projects and bulkhead designs in the last five years. Emphasize any prior experience with federal agencies and federal and state grants. Include sub-consultants information along with their staff information.
- Key Personnel – All participating staff members should be identified, include their qualifications, roles, and the name of the individual responsible for the overall project. Provide project personnel list with titles and hourly rates.
- Methodology and Approach –Summarize the method and proposed project approach in providing pre-design, design, and construction services to the City. Outline how the proposers intends to service the City to ensure quality control and selection of sustainable and cost efficient systems and materials.
- List of References – Provide at least three references from similar projects in the past five years. Include contact information such as name, agency name, address, telephone, and email address.

Submittal Instructions

Federal Participation Disclosure – “This Project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration and therefore is subject to the Federal laws and regulations associated with that program.”

Local Vendor Preference is not approved for this Project. Equal weight and preference must be given to all vendors regardless of their location. The RFQ process must be open to all and selection based upon qualifications without any preference to locality.

To be considered responsive, interested parties must comply with the following:

1. Submit proposals electronically through the City’s website, www.georgetownsc.gov, to include the following four separate PDF documents:
 1. Complete Initialed copy of this RFQ document (Initial each page)
 2. Statement of Qualifications (not-to-exceed 25 pages)
 3. Complete Engineer Proposal Form - Exhibit D
2. Proposal must be submitted electronically through the City’s website, www.georgetownsc.gov, no later than the aforementioned deadline. No proposal will be accepted after such time. **It is the sole responsibility of proposers to have their proposals electronically submitted to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting proposals electronically. It is the sole responsibility of the bidder to confirm that their bid was submitted on time, and that their PDF file/files are not corrupt.** It is the sole responsibility of proposers to confirm that their proposal was submitted on time. Late proposals will neither be accepted nor considered. The official clock shall be that of the City’s Purchasing Agent or designee. The City reserves the right to accept or reject any or all proposals and to waive any informalities and technicalities in the procurement process. No additional fees, costs, or any other reimbursable expenses will be allowed.
3. This solicitation does not commit the City to award a contract. 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 judgment 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 proposers submitting a proposal.
4. Proposers may withdraw their proposal by written request, at any time prior to the scheduled opening of responses.
5. SOQs must be submitted by proposer’s own format and shall address all RFQ requirements. Partial or incomplete proposals will be rejected.
6. All costs incurred in preparing the proposal or costs incurred in any other manner by the proposer in responding to this RFQ will be completely the responsibility of the proposer. All materials and documents submitted by the proposer in response to this RFQ become the property of the City and will not be returned.
7. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

Attachment: 2 RFQ (3394 : Approval of WK Dickson Agreement)

“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 as "PROPRIETARY INFORMATION" 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 ten (10) day deadline to respond to the request. 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.

8. 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 proposer.
9. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a proposer who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFQ documents, contract of similar nature, or to reject the proposal from 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.
10. Assignment of Contract – Assignment to the selected proposer of any contract to be entered into in accordance with this RFQ will not be recognized by the City unless such assignment has prior written approval of the City.
11. Insurance Provisions - The selected proposer will be required to provide and maintain proof of insurance throughout the contract term and as required at point of contract negotiation by the City's Risk Manager as follows:

Commercial General Liability:

Each Occurrence \$1,000,000

General Aggregate \$2,000,000

Automobile Liability:

Combined Single Limit \$1,000,000

Workers' Compensation:

Statutory Limits

The City 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 Manager within two (2) days of the cancellation herein at one of the following options below:

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

Failure to do so shall be construed to be a breach of the agreement:

12. Indemnification - The selected proposer agrees to indemnify, defend and hold harmless the City 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. **Under an agreement, the city cannot indemnify the contractor.**

13. 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.
14. City Business License and Permits - The selected proposer shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact Jestin Gilliard, Revenues Manager, jgiilliard@georgetownsc.gov or 843.545.4041, for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total proposal cost.
15. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).
16. Contract award shall be subject to the approval of the City Council and EDA.

General Contractual Requirements

1. Force Majeure - The proposer 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 proposer. 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, pandemics, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather, natural or man-made disasters; but in every case the failure to perform must be beyond the control and without the fault or negligence of the proposer.
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 RFQ. The City 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 RFQ. 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 RFQ 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. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City 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 the policy of the City 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 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 RFQ. 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 RFQ 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 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 Administrator or his/her designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City 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 the 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 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.

Exhibits Available

- A) How to register as a vendor
- B) How to respond to an online proposal
- C) Professional Services Agreement (blank)
- D) Engineer Proposal Form (blank)

Attachments Available

- 1) Conceptual Bulkhead Plan
- 2) Front Street System
- 3) El Cerro System
- 4) Queen Street System
- 5) Proposed Easements

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

STATE OF SOUTH CAROLINA

COUNTY OF GEORGETOWN

THIS AGREEMENT, entered into this ____ day of _____, 20 ____ and effective immediately by and between _____
(hereinafter called the "CONSULTANT") and the City of Georgetown, a duly organized and validly existing politic body of the State of South Carolina (hereinafter called "CITY"),

WITNESSETH THAT

WHEREAS, The CITY desires to engage the services of a professional consultant for the purpose of _____, hereinafter referred to as "Project"; and,

WHEREAS, The CITY has solicited proposals for same by that certain Request for Qualifications for Consultant Services, hereinafter referred to as "RFQ", a copy of which is attached hereto for all purposes as **EXHIBIT "1"**; and,

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

WHEREAS, The Consultant has expressed its desire to do so by their proposal, dated _____, hereinafter referred to as "Proposal", a copy of which is attached hereto for all purposes as **EXHIBIT "2"**; and,

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

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

Attachment: 5 Exhibit C - Professional Consulting Services Agreement (3394 : Approval of WK Dickson Agreement)

(1) **SCOPE OF SERVICES:**

- a. CONSULTANT hereby agrees to perform the tasks and services as outlined in the Scope of Work, which is part of the RFQ.
- b. CITY may, from time to time require changes in the WORK of the CONSULTANT to be performed hereunder. Such changes, which are mutually agreed upon by and between CITY and the CONSULTANT, shall be incorporated by written amendment to this Agreement.
- c. CONSULTANT is obligated to comply with applicable standards of normal engineering care in the performance of the services and covenants that the services will be performed in accordance with the specifications set forth in the statement of work. Written notice of non-conforming services must be promptly given by the CITY to CONSULTANT. CONSULTANT's obligations arising from non-conforming services as set forth in this paragraph shall extend compliant with the applicable statute of limitations in the South Carolina Code of Laws, as amended. CONSULTANT hereby disclaims all other warranties both express and implied.

(2) **COMPENSATION:**

- a. CITY agrees to pay CONSULTANT a sum not-to-exceed:

 dollars (\$_____) in accordance with the Proposal, incorporated into this Agreement as Exhibit 2, and hereinafter referred to as "Compensation";
- b. CONSULTANT shall submit monthly invoices for work completed to CITY by the fifth day of the month following the month in which such work is done. Such invoices shall reference the contract number, and shall be accompanied by a monthly progress report and/or any reasonably required supporting materials and/or data.
- c. CITY shall pay the CONSULTANT for such invoice within thirty (30) days thereafter, provided same has been reviewed and approved by CITY, which review shall be without undue delay.

- d. If CITY approves payment in an amount less than that submitted by CONSULTANT in the invoice, then the unpaid portion of such invoice shall be retained until approved by CITY, as set out herein; and the parties hereto shall work in good faith to resolve such discrepancy within five (5) days thereafter.
- e. COMPENSATION shall not be made for WORK which is not part of the original Scope of Services or is not amended in writing as set forth in Article 1b.
- f. In the event funds are not appropriated or become non-appropriated for an included fiscal year by CITY, it is agreed by the parties that this Agreement will become null and void and the CITY's obligations cannot extend beyond the date of non-appropriation.

(3) **SCHEDULE OF SERVICES:**

- a. The WORK to be performed by the CONSULTANT shall begin upon the date in the CITY's Notice to Proceed letter to the CONSULTANT, incorporated into this Agreement as **ATTACHMENT "A"**, and hereinafter referred to as "NTP"
- b. The WORK shall be completed in accordance with the Schedule, incorporated into this Agreement as **ATTACHMENT "B"**, and hereinafter referred to as "Schedule".
- c. Modifications to the SCHEDULE may be required. Such modifications, which are mutually agreed upon by and between CITY and the CONSULTANT shall be incorporated by written amendment to this Agreement

(4) **PERSONNEL:**

- a. The CONSULTANT shall supply the necessary personnel required to perform the services under this Agreement. A list of key personnel supplied by the CONSULTANT under this AGREEMENT are noted on the Personnel List, incorporated into this Agreement as **ATTACHMENT "C"**, and hereinafter referred to as "PERSONNEL";
- b. The Personnel List shall include the name, title and hourly billing rate of each entry on the list.

- c. All of the services required hereunder will be performed by the CONSULTANT or under CONSULTANT'S supervision, and all personnel engaged in the work shall be qualified to perform such services.
- d. The CITY reserves the right to request the substitution of CONSULTANT'S personnel, whether listed or not listed in PERSONNEL, assigned to this Agreement.

(5) INDEPENDENT CONTRACTOR

- a. The CONSULTANT shall at all times be considered an independent contractor hereunder, and neither CONSULTANT nor its employees, agents or representatives shall, under any circumstances, be considered employees of CITY.
- b. The CITY shall not be legally responsible for negligence or other wrong-doing, either intentional or unintentional, by CONSULTANT or CONSULTANT's employees, agents or representatives.
- c. The CITY shall not deduct from payment to CONSULTANT any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to CONSULTANT.
- d. The CITY shall not provide to CONSULTANT any insurance coverage or other benefits, including Workers Compensation, normally provided by CITY for CITY's employees

(6) SERVICES AND MATERIALS TO BE FURNISHED BY CITY:

- a. CITY shall furnish the CONSULTANT with any available information, data, and material pertinent to the execution of this Agreement.
- b. CITY shall cooperate with the CONSULTANT in carrying out the work herein and shall provide adequate staff for liaison with the CONSULTANT.

(7) **TERMINATION:**

- a. CITY may terminate this Agreement upon seven (7) days written notice to CONSULTANT for CONSULTANT's failure to provide services hereunder to CITY's sole reasonable satisfaction.
- b. CITY may terminate this Agreement for any reason as CITY in its sole discretion shall decide upon fifteen (15) days written notice to CONSULTANT.
- c. Termination of this Agreement shall not relieve either party of any obligation incurred one to the other prior to said termination. Specifically, CITY agrees to pay CONSULTANT for all work performed hereunder and all reasonable costs incurred prior to said termination.

(8) **FORCE MAJEURE:**

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

(9) **PERMITS, CERTIFICATES AND/OR LICENSES:**

- a. CONSULTANT shall comply with all applicable federal, state, county and City laws and ordinances, in effect as of the date of this agreement in the performance of its obligations hereunder.
- b. CONSULTANT shall procuring and maintain all permits and license(s) required to perform the WORK, including any necessary business license(s).

(10) NOTICES:

- a. Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties in the United States mail, postage paid, to the addresses noted below:

CITY

City Administrator

c/o City Engineer

City of Georgetown

Post Office Box 939

Georgetown, SC 29440

Phone: (843) 545-4500

CONSULTANT

Address

Phone:

(11) DOCUMENTS:

- a. The CITY shall be deemed as the owner of all work produced under this Agreement, including but not limited to drawings, specifications, reports, field data, notes, and other documents whether handwritten, typed or in electronic form.
- b. The CITY may use, reuse, copy, distribute and disseminate any and all work produced under this Agreement and rely on the accuracy of the CONSULTANT, so long as the documents remain unaltered, and only for the purpose for which the work product was originally intended under this Agreement.
- c. The CITY may modify any and all work produced under this Agreement as it sees fit; however, any modification shall also relieve the CONSULTANT of responsibility as to the work product and/or any modification thereof.

(12) INFORMATION OF REPORTS:

- a. The CONSULTANT shall, at such time and in form as CITY may require, furnish such periodic reports concerning the status of the project, such statements, and copies of proposed and executed plans and other information relative to project as may be requested by CITY.

- b. The CONSULTANT shall furnish CITY, upon request, with copies of all documents and other material prepared or developed in relation with or as part of project.

(13) RECORDS AND INSPECTIONS:

- a. CONSULTANT shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of one year after the completion of the project.
- b. CITY shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts there from, and to inspect all program data, documents, proceedings, and activities.

(14) INSURANCE:

- a. CONSULTANT shall procure and maintain insurance for the duration of this Agreement against any and all claims for injuries to persons or damages to property of third parties which may in any way arise from, or in connection with, the negligent performance of the work hereunder by CONSULTANT, its agents, representatives or employees.
- b. Such insurance shall contain a provision stating that coverage thereunder shall not be canceled or reduced without thirty (30) days prior written notice to CITY, and shall be in the following minimum amounts:

Minimum Coverages and Limits:

- | | |
|---------------------------------|---|
| a. Commercial General Liability | \$1,000,000 per occurrence
\$2,000,000 aggregate |
| b. Worker's Compensation | Statutory Limits |
| c. Automobile Liability | \$1,000,000 per occurrence |
| d. Professional Liability | \$1,000,000 per claim made |
- c. Certificates showing proof of such insurance shall be submitted to CITY prior to commencement of services under this Agreement.
 - d. The Commercial General Liability policy is to contain or be endorsed to name CITY, its officers, officials, agents and employees as additional insured as respects the liability arising out of the activities negligently performed under this Agreement. Such coverage shall be primary as to CONSULTANT'S negligence

and shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

- e. CONSULTANT shall maintain Workers Compensation Insurance for all of CONSULTANT's employees who are in any way connected with the performance under this Agreement. Such insurance shall comply with all applicable state laws and provide a waiver of subrogation against the CITY, its officers, officials, agents and employees.
- f. CONSULTANT and/or its insurers are responsible for payment of any liability arising out of Workers Compensation, unemployment or employee benefits offered to its employees.
- g. Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A: VII and authorized to do business in the State of South Carolina, unless otherwise approved by CITY.
- h. CONSULTANT shall not self-insure in satisfaction of any insurance requirement set out herein without the express, written approval of CITY.

(15) COMPLETENESS OF AGREEMENT:

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

(16) CONFLICTS:

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

(17) SEVERABILITY:

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

(18) NONWAIVER:

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

(19) GOVERNING LAW:

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

(20) RESPONSIBILITY:

- a. Each party shall be responsible for its own acts as provided under the law of South Carolina and will be responsible for all damages, costs, fees and expenses which arise out of the performance of this Agreement which are due to that party's own negligence, tortious acts and other unlawful conduct and the negligence, tortious action and other unlawful conduct of its respective agents, officers and employees.
- b. The foregoing notwithstanding, and excluding CONSULTANT'S liability for bodily injury or property damage of third parties, the total aggregate liability of CONSULTANT arising out of the performance or breach of this Agreement shall not exceed the greater of the compensation paid to CONSULTANT hereunder or \$500,000.00. Notwithstanding any other provision of this Agreement, neither party shall have liability to the other for contingent, consequential, or other indirect damages including, without limitation, damages for loss of use, revenue or profit; operating costs and facility downtime, however the same may be caused. The limitations and exclusions of liability set forth herein shall apply regardless of the fault, breach of contract, tort (including negligence), strict liability or otherwise of the parties, including their respective employees, or sub consultants.

(21) INDEMNIFICATION:

- a. Notwithstanding anything herein to the contrary, CONSULTANT shall indemnify and hold CITY, its employees, officers, officials, and/or representatives, free and harmless from and against any and all liabilities, losses, claims, demands, suits,

judgments, causes of action and/or expenses, of any kind including, but not limited to the payment of reasonable attorney's fees, resulting from property damage and/or personal injury, including death, resulting from the negligence, errors, omissions, and/or willful misconduct of CONSULTANT, if any, arising out of the performance of its duties hereunder.

- b. Such losses, liabilities, expenses, damages and/or claims shall include, but not be limited to, civil or criminal fines or penalties, a taking, whether direct, indirect or inverse, or for loss of use and/or service, personal injury, death, libel, slander, and reasonable attorney's fees in the underlying action through all levels of appeals.
- c. Should CITY be named in any suit, action or claim under the terms hereof, then, to the extent of, and in proportion to, its indemnification obligation, CONSULTANT shall appear and defend CITY at CONSULTANT's cost and expense, provided that CITY shall always have the option to appear and defend such action or claim on its own behalf.
- d. The foregoing indemnity shall survive the expiration or termination of this Agreement.

(22) **FREEDOM OF INFORMATION ACT (FOIA)**

- a. The parties acknowledge that all documents are subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.
- b. If CONSULTANT contends a document is exempt from disclosure under the FOIA, it shall mark any such documents plainly, and seek protection from disclosure by filing an appropriate action in Circuit Court and shall bear the cost of the action and any monetary or attorney's fees awarded to the person or entity making the FOIA request.
- c. If CONSULTANT objects to release and litigation is commenced against the CITY under the FOIA, CITY agrees to promptly notify CONSULTANT, who shall move to intervene as a party.

- d. CONSULTANT agrees to hold CITY harmless from and indemnify for all costs (including plaintiff's attorney's fees if awarded by the Court) incurred by the CITY in defending the lawsuit and the funds necessary to satisfy any judgment and all costs on appeal, if any.

(23) ASSIGNABILITY:

- a. The parties hereby agree that CONSULTANT may not assign, convey or transfer its interest, rights and duties in this Agreement without the prior written consent of CITY.

(24) THIRD PARTY OBLIGATIONS:

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

(25) RESTRICTIONS ON LOBBYING:

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

(26) SUCCESSORS AND ASSIGNS:

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

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

CITY OF GEORGETOWN

CONSULTANT

By: _____

By: _____

Title: City Administrator

Title: Principal/Owner



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

ORDINANCE

DOC ID: 3386

Council Meeting Date:	16 September 2021
Department:	Electric
Issue Under Consideration:	Motion to approve an Ordinance to Ratify Easement for HTC in Orange St Parking Lot.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	None
Points to Consider:	In June, Council approved a request from HTC for an easement to allow them to install an underground enclosure in the front of the Orange St. Parking Lot. We have since realized that permission to use public property needs to be granted by ordinance, so this is a housekeeping issue to provide an ordinance associated with the executed easement. The proposed ordinance is attached, along with Council's approval in June, the executed easement, and drawings showing the equipment to be installed and specific location.
Options:	Approve or disapprove
Staff Recommendations:	Staff recommends approval

Reviews:

Alan Loveless Completed 09/08/2021 10:37 AM

Sandra E. Yudice Ph.D. Completed 09/08/2021 4:06 PM

Stephanie Buccione Completed 09/09/2021 5:49 PM

Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 HTC easement Orange St. parking lot (PDF)

**MOTION TO APPROVE AN ORDINANCE TO RATIFY EASEMENT FOR HTC IN ORANGE ST
PARKING LOT.**

AN ORDINANCE TO APPROVE EASEMENT OVER PUBLIC PROPERTY

WHEREAS, Horry Telephone Cooperative, Inc. (“HTC”) requested approval of a basic easement which would allow them to install and maintain UG (underground) equipment in a landscaped island at the entrance to the Orange Street Parking Lot; and

WHEREAS, The equipment would consist of an UG vault 64”x40”x36” and an adjacent cabinet mounted above ground. This equipment will allow them to serve up to 288 customers through this location and will bring fiber optics in to the UG system that they are currently installing on Front St in conjunction with Spectrum; and

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

WHEREAS, The work will require the removal of one small tree and the tree has been evaluated and is not in good health; and

WHEREAS, HTC agreed to replace the tree with a 6’–8’ Crepe Myrtle and several holly bushes to coordinate with surrounding landscaping; and

WHEREAS, on June 17, 2021, Georgetown City Council approved a motion “to Approve Easement for HTC to Install UG [underground] Equipment at Entrance to Orange Street Parking Lot” (Exhibit 1); and

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

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that all actions previously taken by City Council, the City Administrator, and other staff of the City regarding the June 17, 2021, action of City Council, including any actions or approvals prior to the enactment of this Ordinance are approved and ratified in their entirety to include the execution of the Horry Telephone Cooperative, Inc. Right of Way Easement and the recording of the Deed. The executed Easement and its exhibit are incorporated herein.

[Remainder of Page Intentionally Left Blank]

Attachment: HTC easement Orange St. parking lot (3386 : Ordinance to Ratify Easement for HTC in Orange St Parking Lot)

PASSED by City Council duly assembled this _____ day of _____, 2021.

ATTEST:

Stephanie Buccione
City Clerk

Brendon M. Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading:
Second Reading:

Elise F. Crosby
City Attorney



**PUBLIC HEARING & REGULAR MEETING
OF CITY COUNCIL
JUNE 17, 2021 – 5:30 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
GEORGETOWN, SOUTH CAROLINA
LIVESTREAM:**

EXHIBIT 1

<https://www.facebook.com/cityoftown/>

1. CALL TO ORDER

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

MEMBERS PRESENT

Mayor Brendon M. Barber, Sr.
Council Member Jonathan Angner
Council Member Tupelo Humes
Council Member Carol R. Jayroe
Council Member Al Joseph
Mayor Pro Tempore Clarence C. Smalls

MEMBERS ABSENT

Council Member Hobson H. Milton

ALSO PRESENT

Dr. Sandra E. Yúdice, City Administrator
Mrs. Elise Crosby, City Attorney
Mr. Nick Ard, IT Technician
Ms. Stephanie Buccione, City Clerk
Mr. Orlando Arteaga, Engineer
Chief Charlie Cribb, Georgetown Fire Department
Mr. Will Gunter, Water Utilities Director
Mr. Christopher Inglese, Planning and Community Development Director
Mrs. Gladys Rutledge-Livingston, Human Resources/Risk Manager
Mr. Alan Loveless, Director of Electric Utilities
Mr. Ricky Martin, Building and Zoning Administrator
Mr. Matt Millwood, Community Planner/GIS Technician
Deputy Chief William Pierce, Georgetown Police Department
Ms. Natrona Simmons, Public Works Office Manager
Mr. Isaac Williams, Fleet Superintendent

ABSENT

Mr. John Barfield, Director of Finance

Attachment: HTC easement Orange St. parking lot (3386 : Ordinance to Ratify Easement for HTC in Orange St Parking Lot)

EXHIBIT 1

Mayor Barber called for the vote.

RESULT:	ADOPTED [5 TO 1]
MOVER:	Al Joseph, Council Member
SECONDER:	Tupelo Humes, Council Member
AYES:	Barber Sr., Jayroe, Joseph, Humes, Smalls
NAYS:	Angner
ABSENT:	Milton

10. ELECTRIC UTILITIES

A. Motion to Approve Easement for HTC to Install UG Equipment at Entrance to Orange Street Parking Lot.

Council Member Angner moved, seconded by Council Member Humes.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathan Angner, Council Member
SECONDER:	Tupelo Humes, Council Member
AYES:	Angner, Barber Sr., Jayroe, Joseph, Humes, Smalls
ABSENT:	Milton

11. ADMINISTRATION

A. Motion to Approve Second Semi-Annual Payment to SCMIRF in the Amount of \$403,480.50 for Property, Liability and Vehicle Insurance and Two Quarterly payments to SCMIT in the Amount of \$217,219.50 for Workers Compensation Insurance.

Mayor Pro Tempore Smalls moved, seconded by Council Member Joseph.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clarence C. Smalls, Mayor Pro Tempore
SECONDER:	Al Joseph, Council Member
AYES:	Angner, Barber Sr., Jayroe, Joseph, Humes, Smalls
ABSENT:	Milton

12. CITY ADMINISTRATOR REPORT

Dr. Yúdice reported the Maryville Clean Sweep was completed in May and was a success. She stated the City will be conducting a Job Fair on June 29th from 9:00am-12:00pm at the Howard Gym to help fill the current open positions. Dr. Yúdice

STATE OF SOUTH CAROLINA
COUNTY OF GEORGETOWN



Project No. _____

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

Exchange: GT:G

Location: 1-130

KNOW ALL MEN by these presents that: City of Georgetown (hereinafter the "Grantor") the owner(s) of the lands hereinafter described, for good, valuable consideration, the receipt of which is hereby acknowledged, does hereby grant unto **Horry Telephone Cooperative, Inc.**, its successors and assigns (hereinafter "Grantee"), at PO Box 1820, Conway, South Carolina, 29528-1820, non-exclusive right-of-way easement 10' feet wide over the lands of the Grantor. Situated in Georgetown County, South Carolina, TMS #05-0026-152-00-00, and more particularly described as follows: SEE ATTACHED EXHIBIT

Being a tract or development known as: Orange Street

And bounded as follows:

North by: N/A

East by: N/A

South by: N/A

West by: N/A

Grantor's derivation:

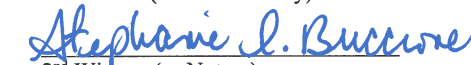
Deed Book 231 Page 1595
Office of the County Register of Deeds

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

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

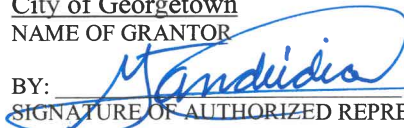
TO HAVE AND TO HOLD all and singular the rights, privileges and easement aforesaid unto Horry Telephone Cooperative, Inc., its successors and assigns forever. And the Grantor agrees to warrant and forever defend the above granted rights against itself, its successors and assigns and against any other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

IN WITNESS WHEREOF, Grantor has duly executed this agreement the 1st of September, 2021.


1st Witness (Can't be Notary)

2nd Witness (or Notary)



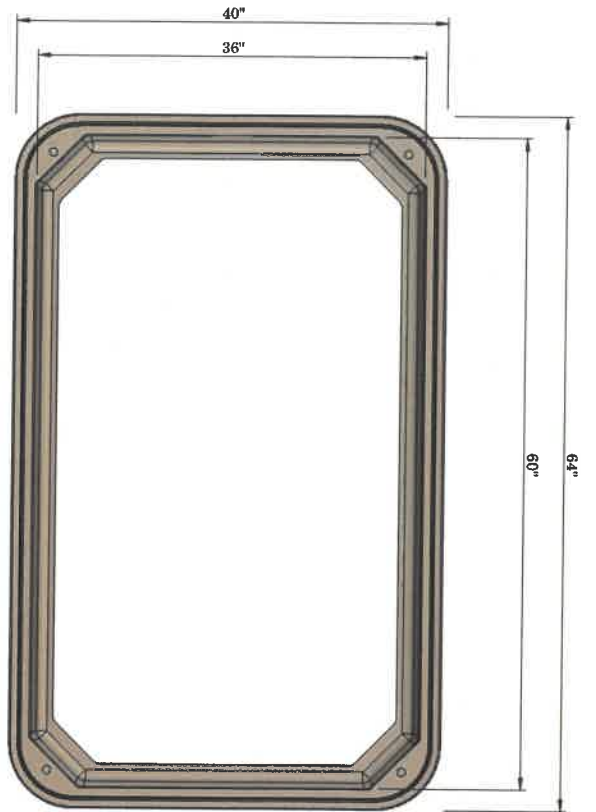
City of Georgetown
NAME OF GRANTOR

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

Its: City Administrator
Title

Sandra E. Yúdice, Ph.D.
City Administrator
City of Georgetown, SC

Attachment: HTC easement Orange St. parking lot (3386 : Ordinance to Ratify Easement for HTC in Orange St Parking Lot)



TOP VIEW OF BOX

NOTES:

1. LOGO: COMES IN A VARIETY OF STANDARD LOGOS, IE "ELECTRIC", "WATER", "COMMUNICATIONS". CUSTOM LOGOS CAN BE PRODUCED. CONTACT CUSTOMER SERVICE FOR MORE LOGO INFORMATION (ORDERS@MACLEANHIGHLINE.COM)
2. FOR KNOCKOUTS, MOUSE HOLES, OR ANY OTHER SPECIAL REQUESTS, PLEASE CONTACT CUSTOMER SERVICE. (ORDERS@MACLEANHIGHLINE.COM)
3. CUSTOM PART NUMBER SHALL BE ASSIGNED FOR CUSTOMER SPECIFIC REQUIREMENTS.
4. ALL WEIGHTS ARE APPROXIMATE.
5. PRODUCT ASSEMBLY LABELING LISTED BELOW:

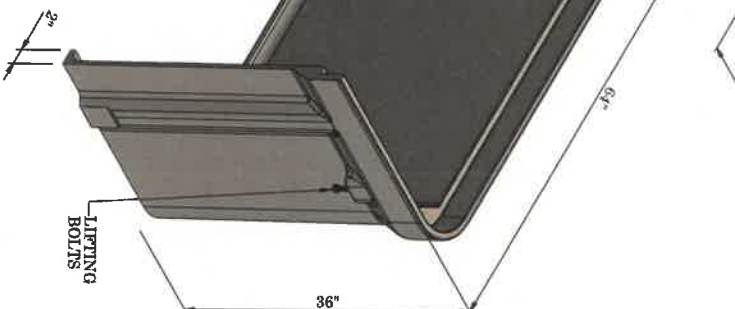
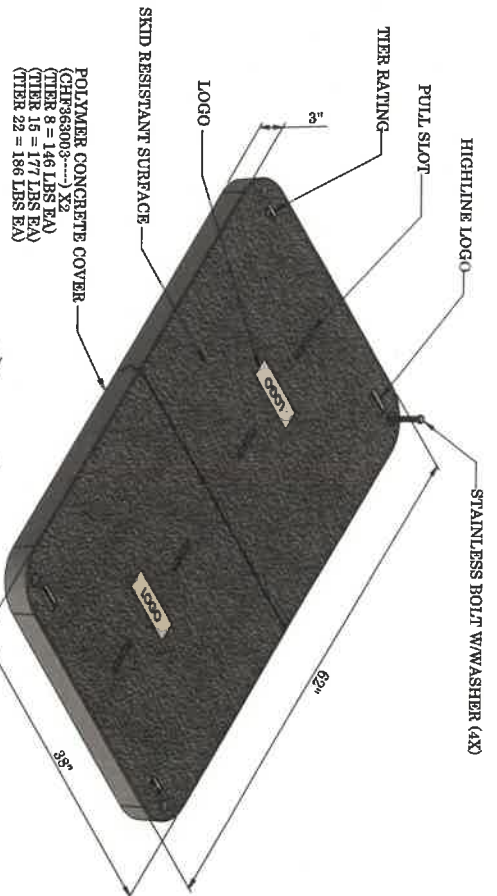
SIZE	TIER RATING	LOGO	HARDWARE
PHG366036	S= TIER 8	B00 = BLANK PLAT TOP	3 = 1/2" PENTA BOLT
	H = TIER 15	E00 = ELECTRIC	4 = 1/2" HEX BOLT
36" WIDTH x	X = TIER 22	M00 = COMMUNICATIONS	
60" LENGTH x		300 = 2"x8"x1/4" DEEP BLANK	
36" DEPTH		?? = CUSTOM LOGO OPTION	

(STACKING RIB) ENABLES BOXES OF DIFFERENT HEIGHTS WITHIN THE PHB 3660 SERIES TO BE STACKED IN ANY COMBINATION.

BRASS NUT ASSEMBLY

POLYMER CONCRETE BOX (PHB366036X000-)
(614 LBS)

ISOMETRIC VIEW



This drawing contains confidential information that is the property of Maclean Power, LLC. ("Maclean"). Use of Maclean's confidential information without Maclean's express written consent is strictly prohibited and may result in legal action. If you believe that you have received this model from a person(s) other than Maclean Power, LLC, do not make any copies, and return it to Maclean Power, LLC, 401 Main Road Suite 500, Fort Mill, SC 29716, USA.



2200 HIGHWAY 11 NORTH, SWEETWATER, TN 37874
TEL: (603) 628-4380

DRAWING NUMBER:	PHG366036-----	DO NOT SCALE DRAWING
SHEET NAME:	1 OF 1	CAD GENERATED DRAWING
DRAWING DESCRIPTION:	TIER 8 (S) 8,000lbs	DO NOT MANUALLY UPDATE
TIER 15 (H) 15,000lbs		
TIER 22 (X) 22,500lbs		
DRAWING SCALE:	NTS	
FILE NAME:	PHG366036X000- REV-B 11-2-17	
REV DATE	11/2/17	

DESIGN DATE: 10/6/17

DRAWN BY: CB

CHECKED: WHO

APPROVED: WHO

REV DATE: 11/2/17



FDH 3000 Small Fiber Distribution Cabinet, 288F, SC/APC, no sp
dielectric loose tube, 100 ft, 24F

Product Classification

Regional Availability	North America
Product Type	Fiber distribution hub
Product Series	FDH 3000

General Specifications

Access	Front
Cable Type	Armored - Single Loose Tube
Color	Putty white
Distribution Cables, quantity	1
Distribution Ports, quantity	288
Fibers per Distribution Cable, quantity	288
Fibers per Feeder Cable, quantity	24
Interface, Input	SC
Interface Feature, Input	APC
Mounting	Pad
Splitter Slots, quantity	12

Dimensions

Height	914 mm 35.984 in
Width	686 mm 27.008 in
Depth	457 mm 17.992 in
Cable Length	30.48 m 100 ft
Enclosure Size	Small

Attachment: HTC easement Orange St. parking lot (3386 : Ordinance to Ratify Easement for HTC in Orange St Parking Lot)

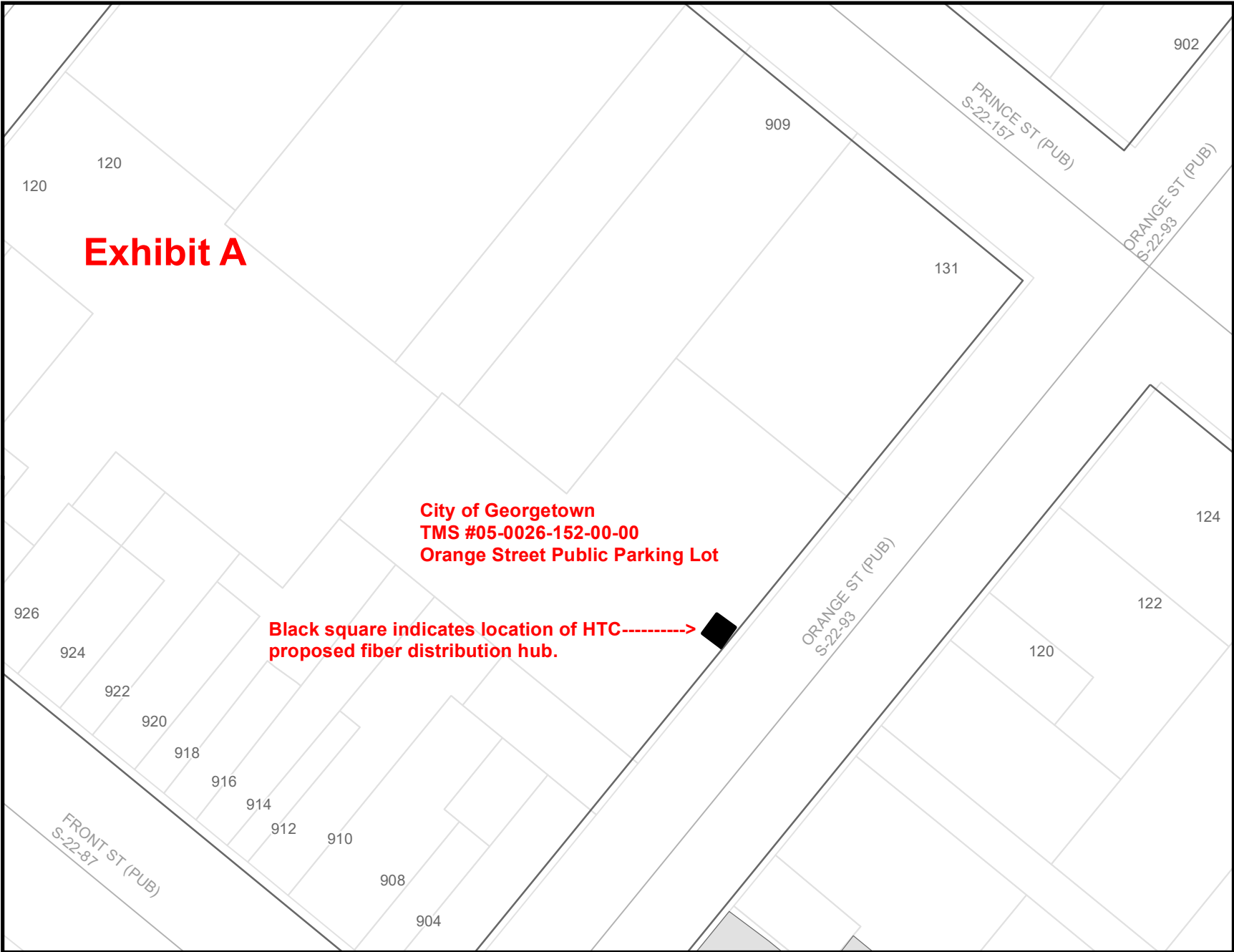
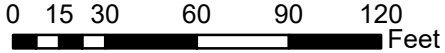


Exhibit A

**City of Georgetown
TMS #05-0026-152-00-00
Orange Street Public Parking Lot**

**Black square indicates location of HTC----->
proposed fiber distribution hub.**



**City of Georgetown Orange Street Public
Parking Lot
TMS #05-0026-152-00-00**

PROBATE

STATE OF SOUTH CAROLINA)
COUNTY OF GEORGETOWN)

Personally appeared before me _____, the undersigned
(Print Non-Notary Witness Name)

witness and made oath that (s)he was present and saw the within named City of Georgetown,
(Print Name of Corporation, Partnership or LLC)

by the hand of _____ its _____, the
(Print Name of Individual) (Print Title)

within Grantor(s) sign, seal, and as his/her/their act and deed, deliver the foregoing instrument; that deponent with the other witness whose name is subscribed above, witness the execution thereof, and that the subscribing witness is not a party to or beneficiary of the transaction.

(Non-Notary Witness Signature)

SWORN to before me this

_____ day of _____ year of _____

Notary Public Signature

Notary Public Printed Name or Seal

My Commission Expires: _____



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

ACTION ITEM

DOC ID: 3372

Council Meeting Date:	16 September 2021
Department:	Administration
Issue Under Consideration:	Motion to authorize City Administrator to enter into a contract with the Waccamaw Regional Council of Governments in the amount of \$41,200.00 to administer the CDBG grant #4-CI-21-008 for the West End District Water Upgrade project.
Amount Requested:	\$41,200.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	Amount requested is included in the CDBG grant application.
Points to Consider:	• Council ratified the submission of the pre-application for the project on 3/22/2021 for \$453,292, which included a \$36,628 local in-kind match. • SC Dept. of Commerce approved the grant on 6/23/2021 in the amount of \$453,292.
Options:	Approve or Deny
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 08/25/2021 12:01 PM
 Finance Completed 09/07/2021 6:14 PM
 Gladys Rutledge-Livingston Completed 09/08/2021 11:52 AM
 City Attorney Completed 09/08/2021 5:26 PM
 Sandra E. Yudice Ph.D. Completed 09/08/2021 5:45 PM
 Stephanie Buccione Completed 09/09/2021 6:09 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 WRCOG CDBG West End Water Upgrade Grant Administration Contract (PDF)

COMMUNITY DEVELOPMENT ADMINISTRATION CONTRACT

BETWEEN

City of Georgetown, Grantee

and

WACCAMAW REGIONAL COUNCIL OF GOVERNMENTS, Contractor

General Nature of Contract: Technical assistance to the City of Georgetown for the administration of the West End District Water Upgrade Community Development Block Grant No. #4-CI-21-008.

Contract Period: July 19, 2021 through Project Closeout

General Provisions: The Contractor agrees to furnish and deliver all products and perform all services described herein for the consideration stated in Section 2.

Changes: This contract constitutes the entire agreement between the parties. No amendment or modification changing its scope or terms shall have a force or effect unless in writing and signed by both parties.

Grantee Name and Address

Ms. Sandra E. Yudice
Administrator
City of Georgetown
P.O. Drawer 939
Georgetown, SC 29442
(843) 545-4175

Contractor Name and Address

Mrs. Sarah Smith
Executive Director
Waccamaw Regional
Council of Governments
1230 Highmarket Street
Georgetown, SC 29440
(843) 546-8502

THIS AGREEMENT, entered into as of July 19, 2021 between the City of Georgetown (hereinafter called the Grantee) and Waccamaw Regional Council of Governments (herein after referred to as the Contractor).

WITNESSETH THAT:

WHEREAS, the Grantee desires to engage the Contractor to render certain technical and professional services.

NOW, THEREFORE, the parties hereto mutually agree as follows:

Section 1. **Employment of Contractor.** The Grantee hereby agrees to engage the Contractor and the Contractor hereby agrees to provide technical assistance as herein set forth.

Section 2. **Scope of Service.** The Contractor shall perform and carry out in a satisfactory manner the following described services:

- A. **General Program Administration:** This encompasses general program administration tasks as follows:
 - 1. Prepare the grant application and submit in a timely fashion to South Carolina Department of Commerce, Division of Grants Administration.
 - 2. Prepare the Grants Administration Startup Checklist.
 - 3. Assist in the solicitation of and the making of recommendations regarding contracts for professional services as needed.
 - 4. Develop a mechanism for monitoring CDBG activities, requirements such as Section 3, Section 504, Fair Housing, and overall program performance.
 - 5. Prepare necessary reports concerning monitoring reviews and evaluations.
 - 6. Schedule periodic briefing sessions with grantee elected officials and/or staff to discuss program progress.
 - 7. Coordinate related matters regarding the Community Development Block Grant program.
 - 8. Collect and compile information requested by the SC Department of Commerce.
 - 9. Monitor of grant activities and overall program performance.
 - 10. Ensure compliance with terms and conditions as well as special conditions if applicable.
 - 11. Prepare and submission to State required quarterly reports.
 - 12. Assist in the compliance of required Citizen Participation and Public Hearings.

- B. **Preparation of Environmental Review Record (ERR)**
 - 1. Prepare a detailed document outlining the impact of proposed project; (must be approved before funds released).

2. Complete the Environmental Review Process by developing the Environmental Review Record, publish required newspaper notices, and obtain the request for release of funds.

C. **Community Development Advisory Assistance**

1. Provide advisory assistance in the following subject areas: equal opportunity employment, civil rights, environmental reviews, and pertinent CDBG regulations and standards.

D. **Financial Administration**

1. Establish and maintain a financial management system in accordance with Federal Regulations at 2 CFR part 200, subpart F and State guidelines.
2. Prepare and assist in processing requests for payment from the Division of Grants Administration.

E. **Meeting Labor Standards Compliance, (if applicable)**

1. Assist with the procurement of construction services to ensure the process meets CDBG requirements.
2. Develop and maintain file of contract documents, labor standards requirements and associated administrative responsibilities for Grant activities.
3. Attend the pre-construction conference to review CDBG requirements with the contractor.
4. Coordinate compliance with Section 3, Davis Bacon and other associated Federal Labor Standard Provisions Requirements.

F. **Close-Out of Community Development Block Grant**

1. Instruct grantee to include Community Development funds in annual audit reports and ensure audit specification compliance with 2 CFR 200.
2. Submit final statement of funds and close-out documents to Grants Administration.

The Waccamaw Regional Council of Governments will not be responsible for ensuring that contractors obtain the necessary local permits, construction inspections, and ensuring that contractors stay within the necessary easements or public rights-of-way.

Section 3. **Grantee Obligations.** The Grantee agrees to the following:

1. Provide the Contractor with all information relevant to the administration of the Community Development project/program, including access to all files, written policies and procedures and other administrative guidelines adopted by the Grantee regarding the management of the grant.
2. Authorize the Contractor to coordinate Community Development activities with the full cooperation of grantee staff directly involved.
3. Notify Grants Administration about this contract and request that copies of all correspondence sent to the Grantee also be sent to the Contractor.
4. Serve as finance officers for the program, maintaining accounting ledgers and disbursing program funds as authorized by program staff (unless otherwise agreed to by the Contractor).
5. Contract for financial audit of CDBG funds as needed, which will be paid for by Grantee's general funds. Said audit will be conducted in accordance with 2 CFR Part 200; and
6. Process requests for payment in a timely manner, and only upon authorization of the Contractor (or unless otherwise agreed to).

Section 4. **Personnel.** The Contractor represents that he has or shall secure all personnel required to perform the services under this Contract. All of the services rendered forthwith shall be performed by the Contractor with qualified personnel who shall be authorized or permitted under the local law to perform such services.

Section 5. **Interest of Contractor.** The Contractor covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. The Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed.

Section 6. **Assignability.** Neither this Agreement nor any right or interest herein may be assigned or transferred by either Party without prior written permission of the other Party.

Section 7. **Time of Performance.** The Services of the Contractor are to commence as soon as practical after the execution date of this agreement and shall be considered complete upon written notification from the South Carolina Department of Commerce, Division of Grants Administration, that Grant No. #4-CI-21-008 has been programmatically closed and that all approved

program beneficiaries have been documented and accepted. The contractor will follow-up with the Grantee to ensure documentation is submitted necessary for issuance of the notification of final (F-2) Closeout of the grant from DCGA.

Section 8. **Compensation.** Subject to the terms and conditions set forth in this contract, the Contractor will be compensated for the above stated services for documented time charged to the grant. Charges will be made on a reimbursement basis for documented hours and travel not to exceed:

General Administration - \$41,200**.**

Section 9. **Contract Termination**

- A. The Grantee may terminate this contract for nonperformance of services described in Section 2, Scope of Service; and,
- B. Either party may terminate this contract by giving written notice to the other party at least thirty (30) days before the effective date of such termination. Upon termination of this Contract as herein provided, the obligation of the Contractor to conduct and carry on the work herein provided shall forthwith cease. Any compensation due to Contractor shall be based upon actual cost. Falsification of any information and/or improper administration of this project by either party could result in immediate termination of this Contract without prior written notice.

Section 10. **Interest of Contractor.** The Contractor covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of service required to be performed under this Contract. The Contractor covenants that in the performance of this contract no person having any such interest shall be employed.

Section 11. **Limitation of Liability.** Services of the Contractor consist primarily of administrative assistance, and it is agreed that ultimate responsibility for all actions taken and transactions entered into rests with the Grantee. The Contractor shall not be responsible for actions, activities, or failure to act of other individuals or entities involved in carrying out the program to which this Contract related. Responsibility for the actual and proper distribution, disbursement, or application of funds remains with the Grantee. The Contractor will not assert in any legal action by claim or defense or take the position in any administrative or legal procedures that he is an agent or employee of the owner.

Section 12. **Applicable Law.** The contractor and the grantee agree to comply with all applicable federal, state and local laws, ordinances and codes in the performance of this

agreement/contract. This agreement/contract shall be governed by, and in accordance with, the laws of the State of South Carolina.

Section 13. **Agreement/Contract:** If any provisions in this agreement/contract shall be held to be invalid or unenforceable, the remaining portions shall remain in effect. In the event such invalid or unenforceable provision is considered an essential element of this agreement/contract the parties shall promptly negotiate a replacement provision, which addresses the intent of such provision.

The failure of either party to insist upon strict performance of any terms, conditions, and covenants herein set forth shall not be deemed a waiver of any rights or remedies that such party may have and shall not be deemed a waiver of any subsequent breach or default in the terms, conditions, and covenants herein contained. Federal, state, and local laws, ordinances, and codes are subject to change from time to time as they are promulgated. The contractor shall be notified in writing of any such changes when they occur, and they shall be incorporated in writing to this contract/agreement upon concurrence by both parties unless such changes are considered to have an essential impact upon the intent of this agreement/contract, and they shall be incorporated upon notification to the contractor.

Section 14. **CDBG Contract Special Provisions.** The attached CDBG Contract Special Provisions are included and hereby made part of this contract as required by SC Department of Commerce Grants Administration.

This Contract formally entered into and agreed upon on this ____ day of _____, 2021.

Sarah P. Smith, WRCOG
Executive Director

Sandra E. Yudice,
City of Georgetown Administrator

Witness for WRCOG

Witness for City of Georgetown



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

ACTION ITEM

DOC ID: 3400

Council Meeting Date:	16 September 2021
Department:	Administration
Issue Under Consideration:	Motion to authorize the City Administrator to sign the revised addendum to the 1996 Lease Agreement with the Georgetown Housing Authority on the 2104 Lincoln Street property.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	On July 15, 2021, Council authorized the City Administrator to execute the addendum to the 1996 lease agreement with the Georgetown Housing Authority (GHA). The GHA board revised the addendum to include the following: (1) To amend the last paragraph on p.1, replacing the words "...as a Senior Citizens Center primally [sic] by the Georgetown County Council on Aging..." to <u>"...for use by the Lessee exclusively for City of Georgetown use..."</u> ; and (2) To add a term: <u>"Lessee is authorized to execute a sublease for the property only upon obtaining the Lessor's consent and approval."</u>
Options:	Approve/Deny
Staff Recommendation:	Approve

Reviews:

Sandra E. Yudice Ph.D. Completed 09/09/2021 6:06 PM
 Sandra E. Yudice Ph.D. Completed 09/09/2021 6:07 PM
 Stephanie Buccione Completed 09/09/2021 6:17 PM
 Georgetown City Council Pending 09/16/2021 5:30 PM

Attachments:

1. 1 Georgetown Housing Authority 1996 Lease Addendum Revised (PDF)

STATE OF SOUTH CAROLINA)
COUNTY OF GEORGETOWN) ADDENDUM TO LEASE

CITY OF GEORGETOWN)

The City of Georgetown ("City" or "Lessee") desires to enter into this Addendum to its August 1, 1996, lease ("Lease") attached as Exhibit A and incorporated, made by and between the City and the Georgetown Housing Authority ("GHA" or "Lessor").

THEREFORE, WITNESSETH:

WHEREAS, on August 1, 1996, the City entered into a lease agreement for \$1.00 with the GHA for 1.43 acres of land currently located at 2104 Lincoln Street ("Property"); and

WHEREAS, the City agreed “to construct a 3200 Square foot structure with adequate parking and site development on said property to be used as a Senior Citizen Center primally [*sic*] by the Georgetown County Council on Aging. The Lessee [that is the City] shall be responsible for the premises which are in the confines of 1.43 acres described above [that is, the lease]”; and

WHEREAS, the lease will expire on July 31, 2044, with an option to renew; and

WHEREAS, the Georgetown County Council on Aging, which is a department of Georgetown County, has relocated and is no longer in need of the facility.

NOW THEREFORE, in consideration of the mutual covenants herein contained and those incorporated by reference to Exhibit A, the parties agree as follows:

- (1) To amend the last paragraph on p.1, replacing the words “...as a Senior Citizens Center primarily [sic] by the Georgetown County Council on Aging...” to “...for use by the Lessee exclusively for City of Georgetown Administrative Offices...”;
- (2) To amend the term of the lease to expire on June 30, 2026, with an option to renew for an additional five (5) years.
- (3) To add a term: “Lessee is solely responsible for all maintenance of the property.”
- (4) To add a term: “Lessee is solely responsible for insurance on property including hazard and liability insurances.”
- (5) To add a term: “Lessee is authorized to execute a sublease for the property only upon obtaining the Lessor’s written consent and approval.”

The other applicable terms and conditions of the Lease shall remain in place.

IN WITNESS WHEREOF, this Addendum to Lease is signed and executed by the City Administrator of the City of Georgetown and the Interim Director of the Georgetown Housing Authority. The Effective Date is July 1, 2021 through June 30, 2026.

As to City of Georgetown:

Sandra E. Yúdice, Ph.D. _____ Witness
City Administrator
Date: _____, 2021

As to Georgetown Housing Authority:

Alissa Collington, Interim Director

Witness

Date: , 2021

Exhibit A

STATE OF SOUTH CAROLINA)

CITY OF GEORGETOWN)

LEASE

This lease agreement entered into this 1st day of AUGUST, 1996 by and between Georgetown Housing Authority hereinafter referred to as the Lessor and The City of Georgetown hereinafter referred to as the Lessee.

Witnesseth that in consideration of the rental below specified and of the covenants hereinafter stipulated, the Lessor agrees to lease the following described property situated in the City and County of Georgetown, State of South Carolina, more particularly described as:

ONE POINT FOUR THREE ACRES OF LAND

All that certain piece, parcel, or tract of land, lying and being in the City of Georgetown, State of South Carolina, containing 1.43 acres, and being more particularly described as follows.

Beginning at an iron pipe on the northern right-of-way of Lincoln Street, said pipe located 117.0' southeasterly of the intersection of the right-of-ways of Lincoln Street and Washington Street and running thence N34-43E for 220 feet to a pipe, thence S63-56E for 237.07 feet to a pipe, thence S34-43W for 78.2 feet to a pipe, thence S16-40E for 52 feet to a pipe, thence S34-43W for 145.0 feet to a pipe on the northern right-of-way of Lincoln Street, thence along the right-of-way of Lincoln Street, N55-17W for 275 feet to a pipe which is the point of beginning.

Said tract of land butts and bounds as follows:

North - Housing Authority of Georgetown

East - Housing Authority of Georgetown

South - Lincoln Street

West - Housing Authority of Georgetown

To have and to hold the demised premises unto the Lessee, his/her successors and assigns for the terms of Fifty (50) years (with and option to renew), commencing the 1st day of AUGUST, 1996 and ending the 31st day of July, 2044.

The rent for the term of this lease is One and No/100 (\$1.00) Dollar, payable without demand or notice in one payment of One and No/100 Dollar, payable at the beginning of this lease. Receipt is hereby acknowledged by the Lessor of the Fifty years (50 with an option to renew) rental in advance.

The Lessee agrees to construct a 3200 Square foot structure with adequate parking and site development on said property to be used as a Senior Citizen Center primarily by the Georgetown County Council on Aging. The Lessee shall be responsible for the premises which are in the confines of 1.43 acres described above.

The said Lessee hereby covenants and agrees that if the Lessee shall violate any of the covenants of this lease, then said Lessee shall become a tenant at sufferance, hereby waiving all right of notice, and the Lessor shall be entitled immediately to re-enter and retake possession of the demised premises.

The Lessee agrees to quit and deliver up said premises at the end of said term or renew the lease under the same lease conditions.

As long as the Lessee performs all of the covenants and conditions of this lease and abides by the rules and regulations he shall have peaceful and quiet enjoyment of the demised premises for the term of this lease.

In witness whereof, the Lessor and Lessee have executed this lease the day and year first above written.

Witnesses:

Johanna Jimmy

J.F. M

Sharon C. Sutton

Ann H. Mercer

GEORGETOWN HOUSING AUTHORITY

By: Paul Stachette
Executive Director

THE CITY OF GEORGETOWN

By: 2 Boyd Johnson
ADMINISTRATOR

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3392)**

Meeting: 09/16/21 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 3392

August 2021 Electric Utility Department Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

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

Electric Utility Department
Alan J. Loveless PE, Director
Office: (843) 545-4600
Fax: (843) 527-7591

August 11, 2021

Following is a brief summary of major activities in the Electric Utility Department for August 2021:

Santee Cooper's system peak occurred on the first day of the month (Sunday) in August. At the time, I was having problems with the air compressor and was unable to start the plant. I was not too concerned about it because it was the first day and we were supposed to have hotter days during the month. Unfortunately, that did not happen and we missed the peak for August.

The Green Infrastructure Center study of the tree infrastructure in the region held a meeting on August 4th with several representatives of City staff. The purpose of this meeting was to identify major concerns specific to the City of Georgetown that GIC could potentially help us with. Among the items identified were a work plan capable of managing the needs of both the electric utility (line clearance) and the public (street trees, hazard trees, etc.), identifying long range plan to replace the aging canopy, addressing the health and condition of trees in the tree wells along Front Street, and evaluating the health of trees in the Historic District.

There has been no known progress on the one solar installation that we have had pending. There has been another application approved for a home in the Harbor Club. This one may be our first solar customer.

Eaton has acknowledged the significance of the problem with water nodes and has committed to working with us to resolve the issue. Data from their visit to Georgetown in March is still being analyzed. They are still trying to determine why Gen 2 nodes are failing, and if the entire node needs to be replaced or if just the battery can be replaced. We are one of 8-10 of Eaton's customers that are experiencing this problem. I had been informed that Eaton expects to be in production with new nodes in July (start of production had been delayed due to COVID), but it will be mid-August to September before any new nodes are shipped to us. Their initial plan is to send us 20-25 new nodes when they are available so that we can get them into the field and check for proper operation. A box of 20 new nodes was received in late July. An Eaton engineer returned to Georgetown in August and deployed the nodes and they appeared to be working properly. Production for the nodes has been delayed again; we expect to start receiving them in October and Eaton will arrange a contract crew to deploy them for us.

We continue to work with the contractor who is installing the electric conduit for the developer of the Richmond Place apartment project. They have completed most of the conduit installation and we have started pulling UG conductor and setting transformers for this project. We also continue to keep pace with the large number of new services being installed in the Harbor Club.

Drawer 939
Georgetown, SC 29442

Attachment: august2021 (3392 : August 2021 Electric Utility Department Report)

August's safety meeting was held on the 20th

Other statistics of interest for July:

• Cut-on – regular	127
• Cut-off – regular	105
• Cut-off – non-pay	209
• Non-pay restores	191
• Re-read orders	3154
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	133
• Total orders worked	3790

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3383)**

Meeting: 09/16/21 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 3383

Engineering Monthly Report_August 2021



**City of Georgetown
Engineering Monthly Report
August 2021**

Engineering - Orlando Arteaga, P.E.

Date: September 8, 2021

CAPITAL IMPROVEMENT PROJECTS (CIP) STATUS UPDATE

PLANNING

1. West End District Water Main Improvements

- CDBG grant application submitted on 4/16/2021
- CDBG grant approved on 6/23/2021 for the amount of \$453,292
- Design and construction scheduled for FY 21-22
- WRCOG has requested an environmental assessment.
- The City will schedule a wetland delineation in September.

2. East Bay Park Picnic Pavilion

- The City has applied for a CDBG grant on 6/30/2021.
- Public Hearing held on Wednesday, July 21st, 2021 to comply with CDBG requirements.
- Grant review and approval are pending.

DESIGN

1. Maryville School Lift Station

- Engineer: The Wooten Company
- Design Fee: \$47,816
- Design Notice to Proceed: 10/2/2020
- Design completion: 6/30/2021
- Status: Design work is 100% complete.

The bid documents were released on 7/15/2021 and bids were received on August 19th. Only one bid was submitted, and it was above the approved budget amount. The bid has been canceled due to a lack of price competitiveness. The project will be rebid on or about November 2021.



**City of Georgetown
Engineering Monthly Report
August 2021**

2. WTP Secondary Sedimentation Basin

- Engineer: WK Dickson
- Design Fee: \$428,000
- Design Notice to Proceed: 2/15/2021
- Status: Design work is about 75% complete. Consultant submitted PER for City's review and comment. City continues to seek sources for project construction financing. City will apply for an EDA grant by next month.

3. Public Works Building Improvements

- Architect: Raymond LLC
- Design Fee: \$25,000
- Notice to Proceed: 3/15/2021
- Status: Design work is 100% complete and pending the City's approval. Renovations and construction are scheduled for FY 21-22. Design completion was put on hold due to the possibility of combining the Electrical Utilities department with the PWs department. However, the PWs building design work has been renewed and will continue with the design and bid procurement.

4. EDA Stormwater System Improvements-Historic District

- Request for Qualifications (RFQ) for engineering services released on 6/2/2021.
- Two (2) engineering proposals were received on 7/8/2021: WK Dickson and The Wooten Company.
- WK Dickson has been ranked as the most qualified firm.
- WK Dickson's proposal is pending council approval.



**City of Georgetown
Engineering Monthly Report
August 2021**

CONSTRUCTION

1. WWTP Acid Feed System Repairs

- Engineer: WK Dickson
- Design Fee: \$24,700
- Design Notice to Proceed: 2/10/2021
- Status: Design is 100% complete.
- Contractor: North American Construction Company Inc.
- Contract Amount: \$74,875.00
- Notice of Award: 4/23/2021
- Notice to Proceed: 6/14/2021
- Status: Work is 100% complete. Completion of punch list is still pending.

2. Orange Street Parking Lot Restoration.

- Contractor: Palmetto Corp.
- Contract Amount: \$66,570
- Status: Work is scheduled for mid to late September.

SCDOT ENCROACHMENT PERMITS PROCESSED:

Two (2) permits filed.

OTHER ACTIVITIES:

1. Monitored Richmond Place Apartment site construction.
2. Monitored SCDOT Queen Street Drainage System Emergency Repairs. Works is completed as of August 31st, 2021.
3. Attended meetings and conference calls with Nature Conservancy staff and engineers regarding the Morgan Park living shoreline restoration project.
4. Prepared RFQ for water, wastewater, and electric utility rate study.
5. Prepared RFP for Harborwalk handrail repairs.
6. Prepared conceptual building estimates for Electrical Utility Department.
7. Participated in conference call with EDA, WRCOG, and City staff regarding grant application for WTP Sed. Basin construction.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3384)**

Meeting: 09/16/21 05:30 PM

Department: Finance

Category: Report

Prepared By: John Barfield

Initiator: John Barfield

Sponsors:

DOC ID: 3384

August 2021 Finance and IT Monthly Report

Statistics:

New Business Licenses Issued: 7 new businesses – Coffee Break; The Hub, LLC; Urban Farmhouse; She Hauls Assk Wrecker Service; National Entertainment Network, LLC; Dr Hand Buff Auto Detailing; and Wisdom Consultants.

Projects Progress:

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

American Rescue Plan Act - Additional guidance has been provided by the US Treasury. We expect that funds will be available to the City of Georgetown based on lost and delayed revenue as defined in the Act. Funds will be available soon. Council will be asked to approve a resolution accepting those funds and establishing an authorized representative and an authorized contact person. We expect that the receipt of such aid will be subject to Single Audit reporting back to the federal government.

Santee Cooper Legal Settlement: All active Utility accounts have receive their credit. We are continuing to work through the remaining inactive utility accounts. A Santee Cooper Credit Voicemail line has been set up (843) 545-4050 for customers to call and leave a message concerning their credit or provide us with information needed on where to send their check if they are no longer a customer with the City of Georgetown.

Financial Statement Audit FY2021: Field work continues for the FY2021 financial statement audit. The primary portion of the financial statement audit is scheduled for the fall. .

Website: The website is very close to ready for public release. We have chosen the drone videographer for the banner video and are expecting his submission in the coming weeks. Once that's in place we will evaluate with the web developer what would be our best choice for the go live date.

South Carolina Business License Tax Standardization Act 176: During 2021, the City of Georgetown will need to revise the Business License Ordinance to begin taking the necessary steps for standardization to be effective January 1, 2022. This process includes the following:

- Accepting and using standard business license applications (currently implemented)
- Calculating tax based gross income for calendar year, or business fiscal year
- Implementing April 30 as the new standard due date, with May 1 being the start of the license year.
- Using a newly available online business license renewal payment portal
- Updating our usage of the North American Industry Classification System (NAICS) to code type of business for billing purposes.

Current Procurement Projects:

- Orange Street Parking Lot Resurfacing
- West End District Water Main Improvements
- WTP Secondary Sedimentation Basin - Engineering
- Maryville School Lift Station Replacement Project
- WWTP Sulfuric Acid System Project
- Stormwater System Improvements

Attached are the Budget Performance Reports August 2021.

CURRENT PROJECT LISTING REPORT

CURRENT PROJECT LISTING REPORT						
PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	Vendor	Cost	% complete	Status
1227	2022.077	Orange Street Parking Lot Resurfacing - RFB issued 4.15.2021 with a due date of 6.30.2021 - per Oas monthly engineering report dated 5.10.2021, Work will be scheduled for the early fall (September/October) due to summer parking demand concerns on Front Street. per Oas monthly engineering report dated 6.07.2021, bid opening scheduled for 6.30.2021 - Per Oas monthly engineering report dated 7.06.2021, 3 bids were received and opened on June 30, 2021. Palmetto Corp. is the apparent low bidder - Per Oas monthly engineering report dated 8.11.2021, work is scheduled for early September due to summer parking demand concerns on Front Street.	Palmetto Corp	66,570.00	0	work in progress
1515	TBD	West End District Water Main Improvements - Per OA's monthly engineering report dated 8.11.2021, CDBG grant application submitted on 4.16.2021 - CDBG grant approved on 6.23.2021 for the amount of \$453,292 - Design and construction scheduled for FY 21-22 - WRCOG will schedule environmental assessment and City needs to schedule a wetland delineation study as part of the grant requirements before project start	TBD			
1606	2021.218 2022.061	WTP Secondary Sedimentation Basin - Engineering Services - per Oas monthly engineering report dated 5.10.2021, Conducted site surveying. Soil borings performed this month. Design is ongoing- per Oas monthly engineering report dated 8.11.2021, design work is about 60 % complete - Construction is scheduled for FY 21.22	WK Dickson	428,000.00	23.26%	work in progress
1815	2021.126 xxx 2021.324 2022.057	Maryville School Lift Station Replacement Proj - Engineering and design - per OA's monthly engineering report dated 11.03.2020, held a kickoff meeting with consultant 10.20.2020, and Wetland delineation and site survey scheduled for next month - per OA's monthly engineering report dated 5.10.2021, Design is on-going and about 90% complete. Construction is scheduled for FY 22 - per OA's monthly engineering report dated 7.06.2021, engineering is about 100% complete, and construction is scheduled for FY 21.22	LE Wooten Company	47,816.00	64.82%	work in progress
1815	TBD	Maryville School Lift Station Replacement Proj - only received 1 bid 8.19.2021 - project to be re-bid	TBD			
3406	2021.219 2022.062	WWTP Sulfuric Acid System Proj - Emergency Repair - Per Ms. Sandra, WK Dickson to handle the solicitation for bids on behalf of the City since this repair is urgent and a very specialized one	WK Dickson	24,700.00	96.55%	work in progress
3406	2021.290 2022.059	WWTP Sulfuric Acid System Proj - Construction - per OA's monthly engineering report dated 5.10.2021, status: Notice to proceed is pending. Contractor has indicated the lead times for pump and other equipment is 4 to 8 weeks from the submittal approval date as they are experiencing manufacturer's shipping delays and cannot commit to a specific start date - per OA's monthly engineering report dated 6.07.2021, notice to proceed to be issued, contractor is scheduled to start work on 6.14.2021 - per OA's monthly engineering report dated 8.11.2021 work is about 95% complete. Electrical punch list, eye wash connections, and pump testing are still pending.	North American Construction	74,875.00	27.00%	work in progress
4015	TBD	Stormwater System Improvements - EDA Grant number 04-79-07494 - per OA's monthly engineering report dated 8.11.2021, WK Dickson has been ranked as the most qualified firm. Contract and fee negotiations are pending at this time.	TBD			

Attachment: Current Project Listing 2021.08.31 (3384 : August 2021 Finance and IT Monthly Report)

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2021/2022

GovDeal							
Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
				no activity	-		
				Total July	-		
	607	12158	Police 10.05.05	2008 FORD CROWN 4S	-	Listed in August - Auction ends 9.14.2021	
	608	13001	Police 10.05.05	2010 FORD CROWN 4S	-	Listed in August - Auction ends 9.14.2021	
	609	12162	Water 31.16	2009 JOHN DEERE Z840A PRO 60" MOWER	-	Listed in August - Auction ends 9.14.2021	
	610	16011	Water 32.18	2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER	-	Listed in August - Auction ends 9.14.2021	
	611	11244	Water 31.15	1991 INGERSOLL RAND AIR COMPRESSOR	-	Listed in August - Auction ends 9.14.2021	
	612	NA	Finance 10.04	EPSON DS30 BATCH OF 4 DESKTOP SCANNERS	-	Listed in August - Auction ends 9.14.2021	
	613	12010	Finance 10.04	FORMAX FOLDER SEALER FD2052	-	Listed in August - Auction ends 9.14.2021	
				Total August	-		
				Total September	-		
					-		
				Total October	-		
					-		
				Total November	-		
					-		
				Total December	-		
					-		
				Total January	-		
					-		
				Total February	-		
					-		
				Total March	-		
					-		
				Total April	-		
					-		
				Total May	-		

Attachment: GovDeal Report FY2022 (3384 : August 2021 Finance and IT Monthly Report)

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2021/2022

GovDeal							
Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
					-		
Total June					-		
TOTAL PER G/L					-		

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	Bureau of Justice Assistance	Bullet Proof Vest Grant 2020 Regular Solicitation	1,515.00	-	1,479.13	35.87	-	
2	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	33,000.00	27,000.00	51,937.85	8,062.15	-	
3	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	49,900.00	41,100.00		91,000.00	-	
4	US Department of Commerce	Stormwater System Improvements (EDA)	3,365,409.00	841,353.00	542.41	4,206,219.59	04-79-07494	
5	SC Department of Commerce	Demolition of Dilapidated Units : West End (CDBG)	375,000.00	37,500.00	768.50	411,731.50	4-CE-20-007	
6	SC Department of Commerce	West End District Water Upgrades (CDBG)	453,292.00	36,628.00	-	489,920.00	4-CI-21-008	
<u>STATE GRANTS</u>								
7	SC Parks, Recreation, & Tourism (PARD)	Dog Park, Engineering/Architecture for Bobby Alford Building	47,824.02	11,956.01	58,428.57	1,351.46	2020046	
8	Rural Infrastructure Authority	Maryville Lift Station	403,178.00	182,309.00	-	585,487.00	S-21-1287	
<u>OTHER GRANTS</u>								
9	Palmetto Pride	Keep South Carolina Beautiful 2021	4,895.00	-	533.87	4,361.13	-	
10	SC Muni Insurance Trust	2021 Public Works Equipment Cost Sharing	4,000.00	4,000.00	6,438.69	1,561.31	-	
11	SC Muni Insurance Trust	2021 Law Enforcement Officer Safety Grant	2,000.00	2,000.00	1,686.86	2,313.14	-	
12	SC Municipal Risk & Financing	2021 Law Enforcement Liability Reduction Grant	4,000.00	4,000.00	2,639.83	5,360.17	-	
TOTAL			4,744,013.02	1,187,846.01	124,455.71	5,807,403.32		



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
311.001	Property Taxes - Real	3,620,000.00	.00	3,620,000.00	16,681.06	.00	16,681.06	3,603,318.94	0	120,741
311.003	Property Taxes - Vehicles	260,000.00	.00	260,000.00	27,461.86	.00	27,461.86	232,538.14	11	18,371
311.004	Inventory Tax	133,000.00	.00	133,000.00	33,244.53	.00	33,244.53	99,755.47	25	
311.005	Prop Tax-Penalties & Cost	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	
311.006	Homestead Exemption Tax	132,000.00	.00	132,000.00	.00	.00	.00	132,000.00	0	
311.007	Manufacturer's Tax Reduce	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
311.008	Motor Carrier Lieu of Tax	10,000.00	.00	10,000.00	3,173.61	.00	3,173.61	6,826.39	32	1,261
321.001	Business Licenses	3,000,000.00	.00	3,000,000.00	22,792.20	.00	78,784.14	2,921,215.86	3	55,891
321.002	Business Lic - Penalties	10,000.00	.00	10,000.00	2,275.47	.00	4,883.67	5,116.33	49	1,991
322.001	Cable TV Franchise	115,000.00	.00	115,000.00	.00	.00	.00	115,000.00	0	3,021
322.002	S.C. Electric & Gas Co.	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	
323.001	Electrical Permits	7,150.00	.00	7,150.00	194.00	.00	799.00	6,351.00	11	721
323.002	Plumbing Permits	1,500.00	.00	1,500.00	61.00	.00	265.00	1,235.00	18	71
323.003	Gas Permits	1,000.00	.00	1,000.00	40.00	.00	181.00	819.00	18	261
323.004	Building Permits	170,000.00	.00	170,000.00	3,592.00	.00	13,167.00	156,833.00	8	9,361
323.005	Yard Sale Permits	75.00	.00	75.00	.00	.00	.00	75.00	0	
323.006	Mobile Home Permits	400.00	.00	400.00	.00	.00	.00	400.00	0	151
323.007	Demolition & Clearance	2,500.00	.00	2,500.00	.00	.00	300.00	2,200.00	12	151
323.008	Mechanical Permits	7,000.00	.00	7,000.00	363.00	.00	1,255.00	5,745.00	18	1,491
323.010	Bus Lic Inspection Fee	1,000.00	.00	1,000.00	150.00	.00	275.00	725.00	28	121
323.013	Burning Permit	200.00	.00	200.00	.00	.00	50.00	150.00	25	51
323.014	Construct Parking Permit	50.00	.00	50.00	.00	.00	.00	50.00	0	
323.015	Reinspection Fee	1,500.00	.00	1,500.00	450.00	.00	900.00	600.00	60	521
323.016	Permit Not Posted On-Site	100.00	.00	100.00	.00	.00	.00	100.00	0	
323.018	Moving Permit	150.00	.00	150.00	.00	.00	.00	150.00	0	
323.019	Stop Work Order Fee	750.00	.00	750.00	68.00	.00	68.00	682.00	9	61
323.020	Board of Appeals Fee	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	151
323.021	Zoning Fees	7,000.00	.00	7,000.00	350.00	.00	1,350.00	5,650.00	19	851
323.022	Plan Review Fee	70,000.00	.00	70,000.00	707.50	.00	5,108.50	64,891.50	7	2,301
323.023	Sign Permit Fee	4,500.00	.00	4,500.00	109.00	.00	383.00	4,117.00	9	181
323.024	Planning Commission Fees	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
323.025	ARB Fees	1,000.00	.00	1,000.00	325.00	.00	475.00	525.00	48	181
323.026	Plat Approval Fees	500.00	.00	500.00	120.00	.00	140.00	360.00	28	61
323.027	Special Events Permit	750.00	.00	750.00	.00	.00	165.00	585.00	22	
323.028	Miscellaneous permits	500.00	.00	500.00	.00	.00	.00	500.00	0	
324.008	Fire Impact Fee	50,000.00	.00	50,000.00	968.40	.00	6,982.80	43,017.20	14	3,341
331.000	Federal Grants	337,500.00	.00	337,500.00	.00	.00	.00	337,500.00	0	
332.008	Other Local Grants	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
335.001	Local Government Fund	220,000.00	.00	220,000.00	.00	.00	.00	220,000.00	0	
344.005	SRO Reimbursement	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	
351.001	Police Fines	50,000.00	.00	50,000.00	5,445.19	.00	6,968.31	43,031.69	14	98,000.00
351.003	Parking Fines	2,000.00	.00	2,000.00	349.50	.00	734.50	1,265.50	37	1,000.00
351.007	Sunday Liquor Sales	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
351.008	Victim's Asst. Fees-(%)	4,250.00	.00	4,250.00	346.57	.00	667.07	3,582.93	16	55,000.00
351.009	Victim's Asst. Flat Fees	2,000.00	.00	2,000.00	260.81	.00	456.62	1,543.38	23	13,000.00
351.010	Misc Police Revenue	6,000.00	.00	6,000.00	155.25	.00	754.25	5,245.75	13	2,720.00
351.012	Traffic Education Program Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	
361.001	Investment Earnings	15,000.00	.00	15,000.00	572.19	.00	1,928.82	13,071.18	13	4,480.00
362.000	Rents and Royalties	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
363.001	Fees for GIS/B&P Documents	150.00	.00	150.00	.00	.00	62.00	88.00	41	2,000.00
363.005	FOIA Fees	1,000.00	.00	1,000.00	95.00	.00	101.00	899.00	10	11,000.00
364.000	Housing Authority FILOT	43,000.00	.00	43,000.00	.00	.00	.00	43,000.00	0	
364.001	Steel Mill FILOT	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
368.000	Work Comp Reimbursement	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	
369.000	Cash Over & Short	100.00	.00	100.00	.00	.00	.10	99.90	0	
369.002	Miscellaneous Revenue	25,000.00	.00	25,000.00	324.00	.00	399.00	24,601.00	2	
369.003	Insurance Proceeds	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
369.005	Set-off Debt Collection Fees	1,500.00	.00	1,500.00	50.00	.00	50.00	1,450.00	3	7,000.00
369.013	Returned Check Fees	2,000.00	.00	2,000.00	270.00	.00	510.00	1,490.00	26	27,000.00
391.001	Sale of Assets	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	2,410.00
392.001	From Electric Fund	723,914.00	.00	723,914.00	60,326.17	.00	120,652.34	603,261.66	17	119,980.00
392.002	From Water Fund	260,609.00	.00	260,609.00	21,717.42	.00	43,434.84	217,174.16	17	38,350.00
392.003	From Accom Tax Fund	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	
392.005	From Wastewater Fund	316,352.00	.00	316,352.00	26,362.67	.00	52,725.34	263,626.66	17	49,500.00
392.007	From Stormwater Fund	170,607.00	.00	170,607.00	14,217.25	.00	28,434.50	142,172.50	17	26,840.00
392.009	From Hospitality Fund	125,000.00	.00	125,000.00	10,416.67	.00	20,833.34	104,166.66	17	20,830.00
392.014	Transfer from debt service	145,000.00	.00	145,000.00	.00	.00	.00	145,000.00	0	
394.002	Transfer from fund balance	1,679,356.00	.00	1,679,356.00	.00	.00	.00	1,679,356.00	0	
Department 00 - Revenue Totals		\$12,166,663.00	\$0.00	\$12,166,663.00	\$254,035.32	\$0.00	\$474,805.20	\$11,691,857.80	4%	\$488,650.00
REVENUE TOTALS		\$12,166,663.00	\$0.00	\$12,166,663.00	\$254,035.32	\$0.00	\$474,805.20	\$11,691,857.80	4%	\$488,650.00
EXPENSE										
Department 01 - Administration										
400.101	Regular Pay	308,545.00	.00	308,545.00	26,491.79	.00	52,742.03	255,802.97	17	245,370.00
401.103	Overtime	2,000.00	.00	2,000.00	(354.06)	.00	386.05	1,613.95	19	6,350.00
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
405.114	FICA	23,757.00	.00	23,757.00	1,921.38	.00	3,908.00	19,849.00	16	19,600.00

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
406.116	Retirement	51,426.00	.00	51,426.00	4,052.10	.00	8,236.90	43,189.10	16	44,971
408.125	SCMIT Worker's Comp Ins.	1,419.00	.00	1,419.00	.00	2,139.62	2,139.62	(2,860.24)	302	2,271
410.001	Health Claims Cost	28,869.00	.00	28,869.00	2,386.64	.00	4,773.28	24,095.72	17	4,771
500.101	Supplies and Materials	4,000.00	.00	4,000.00	5.30	.00	139.03	3,860.97	3	421
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
500.103	Furniture	250.00	.00	250.00	.00	.00	.00	250.00	0	
500.105	Printing and Binding	300.00	.00	300.00	.00	.00	.00	300.00	0	
610.111	Communications- Landline	5,500.00	.00	5,500.00	418.79	.00	1,125.91	4,374.09	20	1,271
610.112	Postage	600.00	.00	600.00	.00	.00	15.50	584.50	3	61
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	117.08	.00	117.08	2,882.92	4	171
620.114	Advertising	250.00	.00	250.00	.00	.00	381.45	(131.45)	153	
640.124	Travel Expense	2,950.00	.00	2,950.00	135.13	.00	903.39	2,046.61	31	21
650.127	Electricity	4,743.00	.00	4,743.00	239.07	.00	482.70	4,260.30	10	511
650.128	Water	411.00	.00	411.00	41.45	.00	74.96	336.04	18	61
650.129	Wastewater	572.00	.00	572.00	52.76	.00	99.39	472.61	17	91
650.130	Sanitation	1,053.00	.00	1,053.00	85.24	.00	170.48	882.52	16	171
650.133	Stormwater	698.00	.00	698.00	56.54	.00	113.08	584.92	16	111
650.134	Security Lights	1,946.00	.00	1,946.00	157.50	.00	315.00	1,631.00	16	311
650.1271	Electricity- Sales Tax	121.00	.00	121.00	9.58	.00	20.12	100.88	17	21
660.105	COVID-19 Pandemic Expense	2,248.00	.00	2,248.00	720.00	.00	1,480.28	767.72	66	701
660.139	Fleet Services-RTA Mtce Allocation	99.00	.00	99.00	.00	.00	.00	99.00	0	51
660.145	Gasoline & Oil	435.00	.00	435.00	50.55	.00	50.55	384.45	12	
660.1391	Fleet Services -Departmental Expense Allocation	580.00	.00	580.00	4.91	.00	68.96	511.04	12	251
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	.00	500.00	0	
670.156	Equipment Rental/Lease	5,900.00	.00	5,900.00	338.92	.00	677.84	5,222.16	11	671
685.180	Membership Dues and Fees	3,534.00	.00	3,534.00	.00	.00	1,165.41	2,368.59	33	1,121
685.182	Other Operating Expenses	3,750.00	.00	3,750.00	.00	.00	.00	3,750.00	0	201
685.186	Training	3,875.00	.00	3,875.00	.00	.00	245.00	3,630.00	6	
685.1801	Subscriptions	300.00	.00	300.00	.00	.00	.00	300.00	0	21
686.187	Professional Services	55,000.00	.00	55,000.00	.00	.00	.00	55,000.00	0	
686.189	Employee Medical	150.00	.00	150.00	.00	.00	.00	150.00	0	
686.195	Repair/Maint Svc Contract	2,400.00	.00	2,400.00	.00	.00	180.96	2,219.04	8	181
686.1895	Employee wellness services	1,250.00	.00	1,250.00	.00	.00	103.56	1,146.44	8	91
795.001	IT Internal Allocations	23,828.00	.00	23,828.00	1,164.24	.00	2,203.94	21,624.06	9	1,761
795.995	GF Cost Distribution	(312,780.00)	.00	(312,780.00)	(26,064.99)	.00	(52,129.99)	(260,650.01)	17	(49,616)
Sub Department 02 - Mayor and Council										
400.101	Regular Pay	101,710.00	.00	101,710.00	9,999.42	.00	18,997.34	82,712.66	19	14,941
405.114	FICA	7,781.00	.00	7,781.00	705.50	.00	1,334.41	6,446.59	17	991

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
Sub Department 02 - Mayor and Council										
406.116	Retirement	16,843.00	.00	16,843.00	1,209.23	.00	2,262.70	14,580.30	13	1,631
408.125	SCMIT Worker's Comp Ins.	468.00	.00	468.00	.00	.00	.00	468.00	0	
410.001	Health Claims Cost	35,737.00	.00	35,737.00	2,179.62	.00	4,359.24	31,377.76	12	5,161
500.101	Supplies and Materials	1,000.00	.00	1,000.00	.00	.00	223.84	776.16	22	141
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
610.111	Communications- Landline	700.00	.00	700.00	43.40	.00	86.34	613.66	12	141
610.112	Postage	250.00	.00	250.00	.00	.00	.00	250.00	0	11
610.1110	Communications- Wireless	4,500.00	.00	4,500.00	383.53	.00	383.53	4,116.47	9	381
620.114	Advertising	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
640.124	Travel Expense	12,200.00	.00	12,200.00	.00	(2,932.00)	3,852.44	11,279.56	8	1,141
660.105	COVID-19 Pandemic Expense	510.00	.00	510.00	.00	.00	.00	510.00	0	61
670.156	Equipment Rental/Lease	10,000.00	.00	10,000.00	707.84	7,078.40	1,415.68	1,505.92	85	1,981
685.180	Membership Dues and Fees	1,000.00	.00	1,000.00	.00	.00	156.00	844.00	16	641
685.182	Other Operating Expenses	2,700.00	.00	2,700.00	.00	.00	159.00	2,541.00	6	
685.186	Training	6,200.00	.00	6,200.00	.00	(1,045.00)	935.00	6,310.00	-2	
686.187	Professional Services	300.00	.00	300.00	.00	.00	.00	300.00	0	
686.1895	Employee wellness services	5,500.00	.00	5,500.00	.00	.00	379.72	5,120.28	7	341
795.001	IT Internal Allocations	20,196.00	.00	20,196.00	1,862.79	.00	3,526.31	16,669.69	17	2,821
Sub Department 02 - Mayor and Council Totals		\$231,195.00	\$0.00	\$231,195.00	\$17,091.33	\$3,101.40	\$38,071.55	\$190,022.05	18%	\$30,431
Department 01 - Administration Totals		\$469,174.00	\$0.00	\$469,174.00	\$29,121.25	\$5,241.02	\$68,262.03	\$395,670.95	16%	\$312,541
Department 04 - Finance										
400.101	Regular Pay	458,694.00	.00	458,694.00	38,021.79	.00	72,564.03	386,129.97	16	53,621
401.103	Overtime	3,564.00	.00	3,564.00	159.37	.00	233.48	3,330.52	7	21
405.114	FICA	35,363.00	.00	35,363.00	2,794.74	.00	5,317.33	30,045.67	15	3,891
406.116	Retirement	76,550.00	.00	76,550.00	5,907.37	.00	11,261.25	65,288.75	15	8,281
408.125	SCMIT Worker's Comp Ins.	2,110.00	.00	2,110.00	.00	1,172.99	1,172.99	(235.98)	111	1,241
410.001	Health Claims Cost	52,964.00	.00	52,964.00	4,978.84	.00	9,957.68	43,006.32	19	8,341
410.002	Health Claim Costs-Retire	399.00	.00	399.00	136.44	.00	409.32	(10.32)	103	141
500.101	Supplies and Materials	5,000.00	.00	5,000.00	456.13	.00	598.37	4,401.63	12	1,291
500.102	Equipment	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
500.103	Furniture	200.00	.00	200.00	390.61	(400.00)	390.61	209.39	-5	
610.111	Communications- Landline	3,500.00	.00	3,500.00	234.76	.00	540.21	2,959.79	15	741
610.112	Postage	4,700.00	.00	4,700.00	345.50	.00	671.40	4,028.60	14	691
610.1110	Communications- Wireless	2,000.00	.00	2,000.00	46.44	.00	46.44	1,953.56	2	51
640.124	Travel Expense	2,500.00	.00	2,500.00	.00	(1,685.00)	37.24	4,147.76	-66	
650.127	Electricity	3,747.00	.00	3,747.00	188.17	.00	397.00	3,350.00	11	401

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 04 - Finance										
650.128	Water	352.00	.00	352.00	35.53	.00	64.26	287.74	18	5
650.129	Wastewater	490.00	.00	490.00	45.23	.00	85.20	404.80	17	7
650.130	Sanitation	903.00	.00	903.00	73.06	.00	146.12	756.88	16	14
650.133	Stormwater	599.00	.00	599.00	48.47	.00	96.94	502.06	16	9
650.134	Security Lights	1,668.00	.00	1,668.00	135.00	.00	270.00	1,398.00	16	27
650.1271	Electricity- Sales Tax	103.00	.00	103.00	8.21	.00	17.24	85.76	17	1
660.105	COVID-19 Pandemic Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	11
670.156	Equipment Rental/Lease	8,500.00	.00	8,500.00	778.68	.00	1,366.56	7,133.44	16	1,17
685.180	Membership Dues and Fees	1,800.00	.00	1,800.00	.00	.00	170.00	1,630.00	9	
685.182	Other Operating Expenses	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	22
685.184	Continuing Education	1,500.00	.00	1,500.00	.00	(1,745.00)	.00	3,245.00	-116	
685.186	Training	1,250.00	.00	1,250.00	.00	(450.00)	2,355.00	(655.00)	152	
685.1801	Subscriptions	550.00	.00	550.00	.00	.00	.00	550.00	0	
686.189	Employee Medical	400.00	.00	400.00	.00	.00	.00	400.00	0	
686.195	Repair/Maint Svc Contract	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.1895	Employee wellness services	6,250.00	.00	6,250.00	.00	.00	345.20	5,904.80	6	31
795.001	IT Internal Allocations	25,976.00	.00	25,976.00	1,164.24	.00	2,203.94	23,772.06	8	1,76
795.995	GF Cost Distribution	(284,260.00)	.00	(284,260.00)	(23,688.33)	.00	(47,376.66)	(236,883.34)	17	(45,266
Department 04 - Finance Totals		\$426,372.00	\$0.00	\$426,372.00	\$32,260.25	(\$3,107.01)	\$63,341.15	\$366,137.86	14%	\$37,74
Department 05 - Police										
Sub Department 05 - Police Staff Services										
400.101	Regular Pay	1,914,600.00	.00	1,914,600.00	149,242.77	8,124.72	287,250.95	1,619,224.33	15	211,51
401.103	Overtime	105,000.00	.00	105,000.00	5,466.52	.00	16,626.26	88,373.74	16	9,46
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	800.00	4,400.00	15	80
405.114	FICA	154,897.00	.00	154,897.00	11,241.77	612.06	22,142.21	132,142.73	15	15,89
406.116	Retirement	388,571.00	.00	388,571.00	27,083.45	1,481.95	53,571.68	333,517.37	14	39,59
408.125	SCMIT Worker's Comp Ins.	95,324.00	.00	95,324.00	430.89	29,856.82	30,287.71	35,179.47	63	31,78
410.001	Health Claims Cost	297,805.00	.00	297,805.00	21,590.92	1,367.28	42,072.86	254,364.86	15	42,12
410.002	Health Claim Costs-Retire	47,331.00	.00	47,331.00	3,209.78	.00	11,886.74	35,444.26	25	14,02
500.101	Supplies and Materials	20,005.00	.00	20,005.00	.00	.00	681.91	19,323.09	3	51
500.102	Equipment	9,300.00	.00	9,300.00	103.60	.00	103.60	9,196.40	1	13
500.103	Furniture	700.00	.00	700.00	.00	.00	.00	700.00	0	
501.101	Uniforms and Clothing	47,900.00	.00	47,900.00	5,642.60	12,265.18	5,729.82	29,905.00	38	2,10
610.111	Communications- Landline	7,000.00	.00	7,000.00	538.48	.00	1,255.83	5,744.17	18	1,85
610.112	Postage	500.00	.00	500.00	.00	.00	.00	500.00	0	
610.1110	Communications- Wireless	58,200.00	.00	58,200.00	7,499.74	16,492.98	8,959.99	32,747.03	44	8,63
620.114	Advertising	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
640.124	Travel Expense	10,574.00	.00	10,574.00	.00	.00	488.00	10,086.00	5	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 05 - Police Staff Services										
650.127	Electricity	28,539.00	.00	28,539.00	2,459.07	.00	5,170.08	23,368.92	18	5,441
650.128	Water	2,555.00	.00	2,555.00	229.41	.00	428.23	2,126.77	17	381
650.129	Wastewater	2,487.00	.00	2,487.00	200.11	.00	388.62	2,098.38	16	371
650.130	Sanitation	2,255.00	.00	2,255.00	182.46	.00	364.92	1,890.08	16	361
650.133	Stormwater	2,449.00	.00	2,449.00	198.20	.00	396.40	2,052.60	16	391
650.134	Security Lights	3,830.00	.00	3,830.00	309.89	.00	619.78	3,210.22	16	611
650.1271	Electricity- Sales Tax	1,094.00	.00	1,094.00	91.74	.00	194.83	899.17	18	201
660.105	COVID-19 Pandemic Expense	1,500.00	.00	1,500.00	720.00	.00	1,440.00	60.00	96	301
660.133	Repairs & Maint. Services	23,500.00	.00	23,500.00	322.48	.00	322.48	23,177.52	1	1,331
660.139	Fleet Services-RTA Mtce Allocation	12,145.00	.00	12,145.00	1,845.27	.00	4,833.25	7,311.75	40	2,021
660.145	Gasoline & Oil	74,589.00	.00	74,589.00	6,273.78	.00	6,273.78	68,315.22	8	4,561
660.1391	Fleet Services -Departmental Expense Allocation	23,682.00	.00	23,682.00	2,191.32	.00	8,796.05	14,885.95	37	4,421
660.1392	Fleet Svcs- Outside Vends	16,435.00	.00	16,435.00	323.15	.00	1,741.55	14,693.45	11	4,481
670.156	Equipment Rental/Lease	8,300.00	.00	8,300.00	423.23	.00	846.46	7,453.54	10	1,321
682.1721	Prisoner Housing	70,000.00	.00	70,000.00	.00	10,000.00	2,722.50	57,277.50	18	13,451
685.180	Membership Dues and Fees	1,815.00	.00	1,815.00	.00	.00	300.00	1,515.00	17	411
685.182	Other Operating Expenses	5,900.00	.00	5,900.00	617.50	.00	644.50	5,255.50	11	311
685.184	Continuing Education	3,000.00	.00	3,000.00	2,000.00	.00	2,000.00	1,000.00	67	
685.186	Training	7,271.00	.00	7,271.00	1,980.00	.00	2,475.00	4,796.00	34	
685.187	Special Projects	5,500.00	.00	5,500.00	(297.17)	.00	(297.17)	5,797.17	-5	
685.189	Reserve Program	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.1801	Subscriptions	5,540.00	.00	5,540.00	441.74	.00	441.74	5,098.26	8	321
685.1861	Law Enforce Accreditation/Policy	4,000.00	.00	4,000.00	3,961.65	.00	3,961.65	38.35	99	2,081
686.184	Technology Services	38,871.00	.00	38,871.00	.00	.00	.00	38,871.00	0	
686.189	Employee Medical	14,550.00	.00	14,550.00	150.00	.00	150.00	14,400.00	1	
686.194	Other Prof/Tech Services	75,000.00	.00	75,000.00	.00	.00	.00	75,000.00	0	
686.195	Repair/Maint Svc Contract	36,200.00	.00	36,200.00	1,286.22	34,299.18	1,874.22	26.60	100	4,341
686.1895	Employee wellness services	15,000.00	.00	15,000.00	.00	.00	1,208.19	13,791.81	8	1,091
687.203	Contract Services	13,000.00	.00	13,000.00	329.97	.00	969.61	12,030.39	7	1,321
795.001	IT Internal Allocations	55,000.00	.00	55,000.00	1,629.94	.00	3,085.52	51,914.48	6	2,461
795.010	911 Expense Billing	(1,900.00)	.00	(1,900.00)	.00	.00	.00	(1,900.00)	0	(157)
Sub Department 05 - Police Staff Services Totals		\$3,719,014.00	\$0.00	\$3,719,014.00	\$260,320.48	\$114,500.17	\$533,209.75	\$3,071,304.08	17%	\$430,381
Sub Department 07 - Victim's Advocate										
400.101	Regular Pay	33,970.00	.00	33,970.00	2,817.06	.00	5,378.02	28,591.98	16	4,291
401.103	Overtime	2,000.00	.00	2,000.00	115.00	.00	182.66	1,817.34	9	
405.114	FICA	2,599.00	.00	2,599.00	214.14	.00	406.09	2,192.91	16	311
406.116	Retirement	6,536.00	.00	6,536.00	450.39	.00	855.67	5,680.33	13	651

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Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 07 - Victim's Advocate										
408.125	SCMIT Worker's Comp Ins.	1,823.00	.00	1,823.00	.00	260.66	260.66	1,301.68	29	27%
410.001	Health Claims Cost	1,331.00	.00	1,331.00	440.24	.00	880.48	450.52	66	88%
500.101	Supplies and Materials	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
501.101	Uniforms and Clothing	400.00	.00	400.00	.00	.00	.00	400.00	0	
610.111	Communications- Landline	180.00	.00	180.00	10.85	.00	21.58	158.42	12	3%
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	
610.1110	Communications- Wireless	1,300.00	.00	1,300.00	157.29	245.95	157.29	896.76	31	15%
640.124	Travel Expense	400.00	.00	400.00	.00	.00	.00	400.00	0	
660.133	Repairs & Maint. Services	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.139	Fleet Services-RTA Mtce Allocation	200.00	.00	200.00	.00	.00	.00	200.00	0	
660.145	Gasoline & Oil	920.00	.00	920.00	39.79	.00	39.79	880.21	4	5%
660.1391	Fleet Services -Departmental Expense Allocation	287.00	.00	287.00	7.36	.00	103.43	183.57	36	5%
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.180	Membership Dues and Fees	75.00	.00	75.00	.00	.00	.00	75.00	0	
685.182	Other Operating Expenses	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	(150)
685.187	Special Projects	200.00	.00	200.00	.00	.00	.00	200.00	0	
686.189	Employee Medical	425.00	.00	425.00	.00	.00	.00	425.00	0	
686.195	Repair/Maint Svc Contract	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.1895	Employee wellness services	.00	.00	.00	.00	.00	34.52	(34.52)	+++	3%
795.001	IT Internal Allocations	4,500.00	.00	4,500.00	232.85	.00	440.79	4,059.21	10	35%
Sub Department 07 - Victim's Advocate Totals		\$61,146.00	\$0.00	\$61,146.00	\$4,484.97	\$506.61	\$8,760.98	\$51,878.41	15%	\$6,941
Sub Department 26 - Grants										
500.101	Supplies and Materials	1,350.00	.00	1,350.00	.00	.00	.00	1,350.00	0	1%
501.101	Uniforms and Clothing	800.00	.00	800.00	92.54	.00	92.54	707.46	12	
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	390.03	490.67	390.03	2,119.30	29	38%
640.124	Travel Expense	800.00	.00	800.00	797.61	.00	1,899.73	(1,099.73)	237	
660.133	Repairs & Maint. Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
660.139	Fleet Services-RTA Mtce Allocation	417.00	.00	417.00	.00	.00	295.65	121.35	71	9%
660.145	Gasoline & Oil	3,217.00	.00	3,217.00	94.64	.00	94.64	3,122.36	3	39%
660.1391	Fleet Services -Departmental Expense Allocation	839.00	.00	839.00	9.08	.00	168.81	670.19	20	28%
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.186	Training	600.00	.00	600.00	125.00	.00	1,020.00	(420.00)	170	
685.187	Special Projects	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
Sub Department 26 - Grants Totals		\$15,523.00	\$0.00	\$15,523.00	\$1,508.90	\$490.67	\$3,961.40	\$11,070.93	29%	\$1,171
Department 05 - Police Totals		\$3,795,683.00	\$0.00	\$3,795,683.00	\$266,314.35	\$115,497.45	\$545,932.13	\$3,134,253.42	17%	\$438,501

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 09 - Planning & Community Development										
400.101	Regular Pay	356,612.00	.00	356,612.00	25,197.92	.00	49,476.36	307,135.64	14	46,710
401.103	Overtime	2,287.00	.00	2,287.00	100.43	.00	435.86	1,851.14	19	44
405.114	FICA	27,456.00	.00	27,456.00	1,847.94	.00	3,643.38	23,812.62	13	3,308
406.116	Retirement	59,434.00	.00	59,434.00	4,022.66	.00	7,937.24	51,496.76	13	7,471
408.125	SCMIT Worker's Comp Ins.	3,095.00	.00	3,095.00	.00	1,031.79	1,031.79	1,031.42	67	1,098
410.001	Health Claims Cost	60,010.00	.00	60,010.00	3,666.40	.00	6,488.78	53,521.22	11	9,921
500.101	Supplies and Materials	3,095.00	.00	3,095.00	755.63	.00	966.54	2,128.46	31	188
500.102	Equipment	3,600.00	.00	3,600.00	.00	.00	2,100.00	1,500.00	58	2,100
500.103	Furniture	200.00	.00	200.00	.00	.00	.00	200.00	0	5
500.105	Printing and Binding	2,320.00	.00	2,320.00	.00	.00	194.25	2,125.75	8	29
610.111	Communications- Landline	2,000.00	.00	2,000.00	126.44	.00	324.66	1,675.34	16	39
610.112	Postage	1,540.00	.00	1,540.00	123.14	.00	537.64	1,002.36	35	10
610.1110	Communications- Wireless	1,800.00	.00	1,800.00	203.77	.00	203.77	1,596.23	11	21
620.114	Advertising	3,262.00	.00	3,262.00	.00	.00	148.00	3,114.00	5	51
640.124	Travel Expense	3,386.00	.00	3,386.00	.00	.00	214.00	3,172.00	6	
650.127	Electricity	2,498.00	.00	2,498.00	125.45	.00	264.67	2,233.33	11	27
650.128	Water	234.00	.00	234.00	23.69	.00	42.84	191.16	18	3
650.129	Wastewater	327.00	.00	327.00	30.15	.00	56.80	270.20	17	5
650.130	Sanitation	602.00	.00	602.00	48.71	.00	97.42	504.58	16	9
650.133	Stormwater	399.00	.00	399.00	32.31	.00	64.62	334.38	16	6
650.134	Security Lights	1,112.00	.00	1,112.00	90.00	.00	180.00	932.00	16	18
650.1271	Electricity- Sales Tax	69.00	.00	69.00	5.47	.00	11.49	57.51	17	1
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	3
660.133	Repairs & Maint. Services	927.00	.00	927.00	.00	.00	.00	927.00	0	
660.139	Fleet Services-RTA Mtce Allocation	43.00	.00	43.00	.00	.00	.00	43.00	0	
660.145	Gasoline & Oil	2,616.00	.00	2,616.00	296.14	.00	296.14	2,319.86	11	14
660.1391	Fleet Services -Departmental Expense Allocation	753.00	.00	753.00	57.44	.00	268.79	484.21	36	11
670.156	Equipment Rental/Lease	7,500.00	.00	7,500.00	.00	.00	1,161.89	6,338.11	15	1,81
685.180	Membership Dues and Fees	1,623.00	.00	1,623.00	.00	.00	.00	1,623.00	0	
685.182	Other Operating Expenses	600.00	.00	600.00	.00	.00	115.00	485.00	19	
685.184	Continuing Education	450.00	.00	450.00	.00	.00	.00	450.00	0	
685.186	Training	4,221.00	.00	4,221.00	.00	.00	35.00	4,186.00	1	(350
685.192	KGB Operations	.00	.00	.00	296.05	.00	301.45	(301.45)	+++	19
686.191	Contract Services/Studies	427,000.00	.00	427,000.00	5,130.00	(34,091.00)	5,130.00	455,961.00	-7	
686.1895	Employee wellness services	.00	.00	.00	.00	.00	172.60	(172.60)	+++	15
795.001	IT Internal Allocations	18,375.00	.00	18,375.00	698.55	.00	1,322.37	17,052.63	7	1,05
Department 09 - Planning & Community Development Totals		\$999,446.00	\$0.00	\$999,446.00	\$42,878.29	(\$33,059.21)	\$83,223.35	\$949,281.86	5%	\$76,71

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 10 - Municipal Court										
400.101	Regular Pay	128,437.00	.00	128,437.00	11,029.08	.00	21,094.06	107,342.94	16	16,461.00
401.103	Overtime	4,639.00	.00	4,639.00	597.27	.00	924.34	3,714.66	20	861.00
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	800.00	4,400.00	15	800.00
405.114	FICA	10,578.00	.00	10,578.00	906.87	.00	1,718.40	8,859.60	16	1,330.00
406.116	Retirement	22,037.00	.00	22,037.00	1,860.05	.00	3,534.20	18,502.80	16	2,810.00
408.125	SCMIT Worker's Comp Ins.	591.00	.00	591.00	.00	640.80	640.80	(690.60)	217	680.00
410.001	Health Claims Cost	12,226.00	.00	12,226.00	457.82	.00	1,141.72	11,084.28	9	2,680.00
500.101	Supplies and Materials	2,000.00	.00	2,000.00	.00	.00	395.22	1,604.78	20	310.00
500.102	Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
610.111	Communications- Landline	550.00	.00	550.00	32.55	.00	64.75	485.25	12	100.00
610.112	Postage	2,000.00	.00	2,000.00	140.64	.00	431.24	1,568.76	22	900.00
610.1110	Communications- Wireless	350.00	.00	350.00	.00	.00	.00	350.00	0	.00
640.124	Travel Expense	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	.00
650.127	Electricity	5,307.00	.00	5,307.00	457.28	.00	961.41	4,345.59	18	1,010.00
650.128	Water	389.00	.00	389.00	34.98	.00	65.29	323.71	17	500.00
650.129	Wastewater	379.00	.00	379.00	30.51	.00	59.25	319.75	16	500.00
650.130	Sanitation	119.00	.00	119.00	9.67	.00	19.34	99.66	16	100.00
650.133	Stormwater	214.00	.00	214.00	17.39	.00	34.78	179.22	16	300.00
650.134	Security Lights	471.00	.00	471.00	38.11	.00	76.22	394.78	16	700.00
650.1271	Electricity- Sales Tax	203.00	.00	203.00	17.06	.00	36.23	166.77	18	300.00
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	.00	.00	171.18	328.82	34	600.00
660.133	Repairs & Maint. Services	2,000.00	.00	2,000.00	316.50	.00	316.50	1,683.50	16	.00
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
660.145	Gasoline & Oil	672.00	.00	672.00	39.36	.00	39.36	632.64	6	200.00
660.1391	Fleet Services -Departmental Expense Allocation	288.00	.00	288.00	4.91	.00	68.96	219.04	24	800.00
670.156	Equipment Rental/Lease	2,200.00	.00	2,200.00	.00	.00	.00	2,200.00	0	340.00
685.180	Membership Dues and Fees	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
685.182	Other Operating Expenses	3,600.00	.00	3,600.00	.00	.00	.00	3,600.00	0	800.00
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
686.187	Professional Services	27,800.00	.00	27,800.00	.00	25,000.00	250.00	2,550.00	91	200.00
686.189	Employee Medical	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,040.00
686.1895	Employee wellness services	1,500.00	.00	1,500.00	.00	.00	103.56	1,396.44	7	900.00
795.001	IT Internal Allocations	22,093.00	.00	22,093.00	1,164.24	.00	2,203.94	19,889.06	10	1,760.00
Department 10 - Municipal Court Totals		\$261,743.00	\$0.00	\$261,743.00	\$17,554.29	\$25,640.80	\$35,150.75	\$200,951.45	23%	\$30,980.00
Department 11 - Fire										
400.101	Regular Pay	1,467,461.00	.00	1,467,461.00	114,424.39	.00	236,422.16	1,231,038.84	16	176,100.00
401.103	Overtime	99,500.00	.00	99,500.00	6,990.04	.00	13,759.19	85,740.81	14	11,410.00

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
402.111	Volunteer Employees	3,000.00	.00	3,000.00	.00	.00	150.00	2,850.00	5	41
405.114	FICA	119,873.00	.00	119,873.00	8,641.80	.00	17,925.33	101,947.67	15	13,110
406.116	Retirement	301,483.00	.00	301,483.00	21,896.38	.00	44,560.85	256,922.15	15	33,750
408.125	SCMIT Worker's Comp Ins.	64,055.00	.00	64,055.00	140.92	16,302.32	16,443.24	31,309.44	51	17,370
410.001	Health Claims Cost	284,145.00	.00	284,145.00	20,523.02	.00	40,626.14	243,518.86	14	43,180
410.002	Health Claim Costs-Retire	26,591.00	.00	26,591.00	3,283.32	.00	11,867.34	14,723.66	45	9,700
500.101	Supplies and Materials	16,700.00	.00	16,700.00	551.80	.00	1,854.04	14,845.96	11	410
500.102	Equipment	32,600.00	.00	32,600.00	323.24	.00	2,634.06	29,965.94	8	6,380
500.103	Furniture	6,200.00	.00	6,200.00	.00	.00	898.00	5,302.00	14	
500.105	Printing and Binding	500.00	.00	500.00	178.34	.00	178.34	321.66	36	
500.107	Technology Supplies	8,052.00	.00	8,052.00	.00	.00	.00	8,052.00	0	820
501.101	Uniforms and Clothing	28,900.00	.00	28,900.00	785.05	.00	824.63	28,075.37	3	1,410
515.121	Safety Supplies	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	630
515.128	Medical Supplies	14,000.00	.00	14,000.00	510.59	.00	1,721.53	12,278.47	12	1,380
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	330
610.111	Communications- Landline	6,500.00	.00	6,500.00	533.26	.00	1,371.31	5,128.69	21	1,630
610.112	Postage	700.00	.00	700.00	.00	.00	46.62	653.38	7	700
610.1110	Communications- Wireless	30,000.00	.00	30,000.00	785.41	22,510.00	785.41	6,704.59	78	4,450
620.114	Advertising	750.00	.00	750.00	.00	.00	.00	750.00	0	
630.121	Fire Prevention Materials	9,000.00	.00	9,000.00	346.12	.00	1,017.58	7,982.42	11	830
640.124	Travel Expense	7,442.00	.00	7,442.00	.00	.00	209.00	7,233.00	3	
650.127	Electricity	15,318.00	.00	15,318.00	790.05	.00	1,920.87	13,397.13	13	2,270
650.128	Water	3,511.00	.00	3,511.00	179.33	.00	343.45	3,167.55	10	440
650.129	Wastewater	2,365.00	.00	2,365.00	225.70	.00	449.88	1,915.12	19	390
650.130	Sanitation	973.00	.00	973.00	78.76	.00	157.52	815.48	16	150
650.133	Stormwater	1,435.00	.00	1,435.00	116.10	.00	232.20	1,202.80	16	230
650.134	Security Lights	1,866.00	.00	1,866.00	151.00	.00	302.00	1,564.00	16	300
650.1271	Electricity- Sales Tax	401.00	.00	401.00	30.06	.00	65.49	335.51	16	70
660.103	Emergency Preparedness	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
660.105	COVID-19 Pandemic Expense	20,000.00	.00	20,000.00	291.48	.00	291.48	19,708.52	1	6,850
660.133	Repairs & Maint. Services	20,000.00	.00	20,000.00	.00	.00	1,550.26	18,449.74	8	1,000
660.139	Fleet Services-RTA Mtce Allocation	25,328.00	.00	25,328.00	1,524.15	4,146.68	1,896.86	19,284.46	24	3,480
660.145	Gasoline & Oil	24,718.00	.00	24,718.00	2,221.55	.00	2,550.97	22,167.03	10	2,170
660.1391	Fleet Services -Departmental Expense Allocation	7,430.00	.00	7,430.00	345.87	.00	1,878.07	5,551.93	25	990
660.1392	Fleet Svcs- Outside Vends	40,000.00	.00	40,000.00	661.50	1,787.92	4,927.94	33,284.14	17	11,010
670.156	Equipment Rental/Lease	8,500.00	.00	8,500.00	285.72	.00	571.44	7,928.56	7	530
682.169	Laundry & Linen	2,000.00	.00	2,000.00	.00	.00	39.42	1,960.58	2	60
685.180	Membership Dues and Fees	2,218.00	.00	2,218.00	.00	.00	.00	2,218.00	0	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/2021

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
685.182	Other Operating Expenses	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	18
685.184	Continuing Education	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
685.186	Training	23,799.00	.00	23,799.00	504.00	.00	2,017.37	21,781.63	8	4,250
685.1801	Subscriptions	14,868.00	.00	14,868.00	.00	.00	5,100.00	9,768.00	34	5,690
686.189	Employee Medical	13,500.00	.00	13,500.00	60.00	10,767.00	60.00	2,673.00	80	
686.195	Repair/Maint Svc Contract	60,286.00	.00	60,286.00	3,006.91	.00	5,486.31	54,799.69	9	2,990
686.1895	Employee wellness services	13,000.00	.00	13,000.00	.00	.00	1,035.59	11,964.41	8	930
795.001	IT Internal Allocations	26,511.00	.00	26,511.00	1,397.09	.00	2,644.73	23,866.27	10	2,110
Department 11 - Fire Totals		\$2,884,979.00	\$0.00	\$2,884,979.00	\$191,782.95	\$55,513.92	\$426,816.62	\$2,402,648.46	17%	\$369,110
Department 12 - Public Works										
400.101	Regular Pay	556,923.00	.00	556,923.00	37,309.90	.00	72,407.32	484,515.68	13	45,600
401.103	Overtime	10,644.00	.00	10,644.00	108.93	.00	631.91	10,012.09	6	1,240
405.114	FICA	43,419.00	.00	43,419.00	2,640.68	.00	5,154.03	38,264.97	12	3,290
406.116	Retirement	93,989.00	.00	93,989.00	5,858.88	.00	11,431.17	82,557.83	12	7,250
408.125	SCMIT Worker's Comp Ins.	20,861.00	.00	20,861.00	802.60	7,320.30	8,122.90	5,417.80	74	8,110
410.001	Health Claims Cost	77,954.00	.00	77,954.00	7,651.82	.00	14,423.16	63,530.84	19	12,660
410.002	Health Claim Costs-Retire	38,912.00	.00	38,912.00	1,317.30	.00	4,863.76	34,048.24	12	11,000
500.101	Supplies and Materials	10,000.00	.00	10,000.00	1,421.93	.00	2,088.66	7,911.34	21	1,460
500.102	Equipment	6,500.00	.00	6,500.00	2,990.67	.00	4,514.98	1,985.02	69	
500.103	Furniture	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
500.105	Printing and Binding	1,500.00	.00	1,500.00	.00	.00	206.87	1,293.13	14	180
501.101	Uniforms and Clothing	16,000.00	.00	16,000.00	289.20	.00	1,053.88	14,946.12	7	1,220
513.112	Asphalt/Concrete/Gravel	15,000.00	87,000.00	102,000.00	1,301.13	.00	1,890.73	100,109.27	2	1,610
515.121	Safety Supplies	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	100
610.111	Communications- Landline	3,500.00	.00	3,500.00	304.37	.00	870.78	2,629.22	25	900
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	
610.1110	Communications- Wireless	5,150.00	.00	5,150.00	332.73	.00	332.73	4,817.27	6	200
620.114	Advertising	750.00	.00	750.00	.00	.00	.00	750.00	0	
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	1,179.00	.00	1,179.00	104.48	.00	216.58	962.42	18	190
650.128	Water	485.00	.00	485.00	48.02	.00	87.05	397.95	18	70
650.129	Wastewater	640.00	.00	640.00	57.98	.00	109.49	530.51	17	100
650.130	Sanitation	470.00	.00	470.00	38.04	.00	76.08	393.92	16	70
650.133	Stormwater	430.00	.00	430.00	34.87	.00	69.74	360.26	16	60
650.134	Security Lights	550.00	.00	550.00	44.54	.00	89.08	460.92	16	80
650.1271	Electricity- Sales Tax	4.00	.00	4.00	.19	.00	.41	3.59	10	
660.105	COVID-19 Pandemic Expense	3,440.00	.00	3,440.00	621.51	.00	783.91	2,656.09	23	690
660.133	Repairs & Maint. Services	10,000.00	.00	10,000.00	724.12	.00	1,422.56	8,577.44	14	1,380

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 12 - Public Works										
660.139	Fleet Services-RTA Mtce Allocation	12,208.00	.00	12,208.00	1,471.69	.00	5,963.55	6,244.45	49	2,709
660.145	Gasoline & Oil	22,838.00	.00	22,838.00	2,369.19	.00	2,369.19	20,468.81	10	1,255
660.1391	Fleet Services -Departmental Expense Allocation	20,898.00	.00	20,898.00	1,855.93	.00	7,853.96	13,044.04	38	4,041
660.1392	Fleet Svcs- Outside Vends	1,656.00	.00	1,656.00	.00	.00	180.00	1,476.00	11	931
663.142	Street Sign Maintenance	4,000.00	.00	4,000.00	160.12	.00	272.11	3,727.89	7	91
663.148	Maintenance of Parks	15,000.00	.00	15,000.00	1,360.68	.00	1,604.22	13,395.78	11	
670.156	Equipment Rental/Lease	3,000.00	(1,293.00)	1,707.00	264.40	.00	528.80	1,178.20	31	471
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	141
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	181
685.186	Training	400.00	.00	400.00	.00	.00	.00	400.00	0	
685.192	KGB Operations	6,000.00	.00	6,000.00	93.36	.00	304.24	5,695.76	5	101
685.1921	KGB grant expenses	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	1,811
686.187	Professional Services	5,000.00	.00	5,000.00	.00	7,832.55	499.95	(3,332.50)	167	991
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	61
686.195	Repair/Maint Svc Contract	10,000.00	.00	10,000.00	388.00	1,497.00	1,230.08	7,272.92	27	1,071
686.1895	Employee wellness services	3,505.00	.00	3,505.00	.00	.00	483.28	3,021.72	14	431
687.203	Contract Services	35,000.00	.00	35,000.00	2,414.50	.00	3,677.00	31,323.00	11	3,681
687.204	Janitorial Services	4,200.00	.00	4,200.00	336.90	.00	673.80	3,526.20	16	221
795.001	IT Internal Allocations	6,277.00	.00	6,277.00	465.70	.00	881.58	5,395.42	14	701
Department 12 - Public Works Totals		\$1,082,582.00	\$85,707.00	\$1,168,289.00	\$75,184.36	\$16,649.85	\$157,369.54	\$994,269.61	15%	\$116,521
Department 13 - Information Technology										
400.101	Regular Pay	86,273.00	.00	86,273.00	7,164.55	.00	13,677.80	72,595.20	16	10,641
405.114	FICA	6,600.00	.00	6,600.00	523.90	.00	997.96	5,602.04	15	771
406.116	Retirement	14,287.00	.00	14,287.00	1,113.69	.00	2,126.02	12,160.98	15	1,651
408.125	SCMIT Worker's Comp Ins.	397.00	.00	397.00	.00	260.66	260.66	(124.32)	131	271
410.001	Health Claims Cost	8,064.00	.00	8,064.00	923.94	.00	1,847.88	6,216.12	23	1,341
500.101	Supplies and Materials	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
500.102	Equipment	10,000.00	.00	10,000.00	1,900.66	1,505.10	1,900.66	6,594.24	34	
500.107	Technology Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	
610.111	Communications- Landline	500.00	.00	500.00	32.55	.00	64.75	435.25	13	101
610.112	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	
610.1110	Communications- Wireless	700.00	.00	700.00	46.44	.00	46.44	653.56	7	51
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	1,249.00	.00	1,249.00	62.72	.00	132.33	1,116.67	11	131
650.128	Water	117.00	.00	117.00	11.85	.00	21.42	95.58	18	11
650.129	Wastewater	163.00	.00	163.00	15.07	.00	28.40	134.60	17	21
650.130	Sanitation	300.00	.00	300.00	24.34	.00	48.68	251.32	16	41
650.133	Stormwater	1,235.00	.00	1,235.00	99.94	.00	199.88	1,035.12	16	191

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 13 - Information Technology										
650.134	Security Lights	556.00	.00	556.00	45.00	.00	90.00	466.00	16	90
650.1271	Electricity- Sales Tax	34.00	.00	34.00	2.74	.00	5.75	28.25	17	!
685.180	Membership Dues and Fees	50.00	.00	50.00	.00	.00	.00	50.00	0	
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
686.184	Technology Services	144,000.00	.00	144,000.00	11,317.49	45,369.72	22,630.28	76,000.00	47	33,639
686.194	Other Prof/Tech Services	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	759
686.195	Repair/Maint Svc Contract	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	
686.1895	Employee wellness services	600.00	.00	600.00	.00	.00	34.52	565.48	6	39
795.001	IT Internal Allocations	(310,314.00)	.00	(310,314.00)	(22,353.47)	.00	(42,315.73)	(267,998.27)	14	(33,871)
Department 13 - Information Technology Totals		(\$12,639.00)	\$0.00	(\$12,639.00)	\$931.41	\$47,135.48	\$1,797.70	(\$61,572.18)	-387%	\$15,939
Department 14 - Fleet Services										
400.101	Regular Pay	140,770.00	.00	140,770.00	11,774.97	.00	22,479.49	118,290.51	16	17,289
401.103	Overtime	179.00	.00	179.00	.00	.00	.00	179.00	0	
405.114	FICA	10,783.00	.00	10,783.00	(2,730.40)	.00	1,648.32	9,134.68	15	1,210
406.116	Retirement	23,341.00	.00	23,341.00	(5,490.53)	.00	3,476.75	19,864.25	15	2,666
408.125	SCMIT Worker's Comp Ins.	4,941.00	.00	4,941.00	.00	1,824.64	1,824.64	1,291.72	74	1,941
410.001	Health Claims Cost	28,054.00	.00	28,054.00	1,964.90	.00	3,929.80	24,124.20	14	3,930
410.002	Health Claim Costs-Retire	10,244.00	.00	10,244.00	774.78	.00	2,688.80	7,555.20	26	2,810
500.101	Supplies and Materials	5,600.00	.00	5,600.00	110.92	.00	110.92	5,489.08	2	69
500.102	Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
500.105	Printing and Binding	500.00	.00	500.00	.00	.00	.00	500.00	0	
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	.00	.00	100.11	3,899.89	3	440
515.121	Safety Supplies	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	499
610.111	Communications- Landline	1,500.00	.00	1,500.00	149.24	.00	437.36	1,062.64	29	449
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	
610.1110	Communications- Wireless	600.00	.00	600.00	41.44	.00	41.44	558.56	7	49
620.114	Advertising	100.00	.00	100.00	.00	.00	.00	100.00	0	
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	10,680.00	.00	10,680.00	971.62	.00	2,030.14	8,649.86	19	1,789
650.128	Water	485.00	.00	485.00	47.99	.00	87.01	397.99	18	79
650.129	Wastewater	640.00	.00	640.00	57.96	.00	109.45	530.55	17	109
650.130	Sanitation	456.00	.00	456.00	36.90	.00	73.80	382.20	16	79
650.133	Stormwater	783.00	.00	783.00	63.41	.00	126.82	656.18	16	120
650.134	Security Lights	526.00	.00	526.00	42.57	.00	85.14	440.86	16	89
650.1271	Electricity- Sales Tax	492.00	.00	492.00	43.91	.00	92.94	399.06	19	79
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	69
660.133	Repairs & Maint. Services	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
660.139	Fleet Services-RTA Mtce Allocation	21.00	.00	21.00	27.27	.00	27.27	(6.27)	130	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 14 - Fleet Services										
660.145	Gasoline & Oil	1,926.00	.00	1,926.00	164.47	.00	164.47	1,761.53	9	16%
660.1391	Fleet Services -Departmental Expense Allocation	97.00	.00	97.00	13.75	.00	13.75	83.25	14	
662.140	Building Repairs	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
685.182	Other Operating Expenses	500.00	.00	500.00	.00	.00	.00	500.00	0	14%
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.195	Repair/Maint Svc Contract	8,950.00	.00	8,950.00	.00	598.80	5,324.93	3,026.27	66	4,21%
686.1895	Employee wellness services	.00	.00	.00	.00	.00	69.04	(69.04)	+++	6%
735.122	Services Billed	(252,900.00)	.00	(252,900.00)	(8,530.87)	.00	(45,256.32)	(207,643.68)	18	(27,61%
795.001	IT Internal Allocations	5,049.00	.00	5,049.00	465.70	.00	881.58	4,167.42	17	70%
Department 14 - Fleet Services Totals		\$19,017.00	\$0.00	\$19,017.00	\$0.00	\$2,423.44	\$567.65	\$16,025.91	16%	\$11,42%
Department 20 - General Government										
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,00%
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	103,20%
410.002	Health Claim Costs-Retire	26,451.00	.00	26,451.00	573.16	.00	3,535.34	22,915.66	13	8,05%
510.106	Cleaning & Sanitation Sup	2,200.00	.00	2,200.00	.00	.00	105.84	2,094.16	5	21%
600.110	SCMIRF Property/Liab Ins	231,501.00	.00	231,501.00	511.13	24,488.87	128,431.84	78,580.29	66	155,20%
600.112	Survivors Health Ins	10,000.00	.00	10,000.00	583.24	.00	2,173.76	7,826.24	22	2,97%
600.1051	Employee Wellness &Safety	20,700.00	.00	20,700.00	1,848.00	.00	2,317.47	18,382.53	11	38%
600.1052	Unemployment Insurance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
620.114	Advertising	5,200.00	.00	5,200.00	.00	.00	.00	5,200.00	0	7%
640.124	Travel Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
650.133	Stormwater	812.00	.00	812.00	65.71	.00	131.42	680.58	16	13%
660.105	COVID-19 Pandemic Expense	10,560.00	.00	10,560.00	1,717.80	.00	2,174.20	8,385.80	21	7,52%
660.133	Repairs & Maint. Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
685.180	Membership Dues and Fees	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	
685.182	Other Operating Expenses	19,500.00	.00	19,500.00	231.41	.00	1,025.08	18,474.92	5	1,74%
685.1822	City Hall - Temporary Locations	103,824.00	.00	103,824.00	8,652.00	.00	25,956.00	77,868.00	25	25,95%
686.186	Legal Services	50,000.00	.00	50,000.00	.00	25,000.00	525.00	24,475.00	51	9,13%
686.187	Professional Services	12,000.00	.00	12,000.00	.00	2,900.00	.00	9,100.00	24	2,58%
686.189	Employee Medical	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.192	Elections	10,500.00	.00	10,500.00	.00	.00	.00	10,500.00	0	
686.194	Other Prof/Tech Services	.00	.00	.00	.00	.00	1,500.00	(1,500.00)	+++	1,50%
686.195	Repair/Maint Svc Contract	5,860.00	.00	5,860.00	101.48	.00	200.01	5,659.99	3	19%
686.196	Bank Charges/Fees	20,000.00	.00	20,000.00	.00	.00	915.03	19,084.97	5	1,64%
686.199	Internal Engineering	33,000.00	.00	33,000.00	1,086.06	.00	3,343.18	29,656.82	10	3,85%
686.1871	Audit Services	45,000.00	.00	45,000.00	.00	.00	.00	45,000.00	0	
686.1895	Employee wellness services	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
687.204	Janitorial Services	9,000.00	.00	9,000.00	635.64	.00	1,271.28	7,728.72	14	62%

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 20 - General Government										
691.002	Clearing Expense Account	.00	.00	.00	.00	.00	2,500.00	(2,500.00)	+++	
720.002	Unclaimed funds to the State	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
795.995	GF Cost Distribution	(256,650.00)	.00	(256,650.00)	(21,387.50)	.00	(42,775.00)	(213,875.00)	17	(48,593
Department 20 - General Government Totals		\$384,958.00	\$0.00	\$384,958.00	(\$5,381.87)	\$52,388.87	\$133,330.45	\$199,238.68	48%	\$277,421
Department 21 - Debt Service										
681.100	Capital Lease Principal	37,516.00	.00	37,516.00	.00	.00	.00	37,516.00	0	
681.120	Capital Lease Interest	1,830.00	.00	1,830.00	.00	.00	.00	1,830.00	0	
681.145	Fire Stat II Loan Principle	82,834.00	.00	82,834.00	.00	.00	.00	82,834.00	0	
681.146	Fire Stat II Loan Interest	48,525.00	.00	48,525.00	.00	.00	.00	48,525.00	0	
Department 21 - Debt Service Totals		\$170,705.00	\$0.00	\$170,705.00	\$0.00	\$0.00	\$0.00	\$170,705.00	0%	\$170,705
Department 22 - Other Financing Uses										
750.134	Transfer to Storm Water	309,418.00	.00	309,418.00	.00	.00	.00	309,418.00	0	
750.140	Transfer to Capital Projects Reserve Fund	892,272.00	.00	892,272.00	.00	.00	.00	892,272.00	0	
750.141	Transfer to Water Utility	471,400.00	.00	471,400.00	.00	.00	.00	471,400.00	0	
750.142	Transfer to Wastewater	11,553.00	.00	11,553.00	.00	.00	.00	11,553.00	0	
Department 22 - Other Financing Uses Totals		\$1,684,643.00	\$0.00	\$1,684,643.00	\$0.00	\$0.00	\$0.00	\$1,684,643.00	0%	\$1,684,643
EXPENSE TOTALS		\$12,166,663.00	\$85,707.00	\$12,252,370.00	\$650,645.28	\$284,324.61	\$1,515,791.37	\$10,452,254.02	15%	\$1,686,922
Fund 0010 - General Fund Totals										
REVENUE TOTALS		12,166,663.00	.00	12,166,663.00	254,035.32	.00	474,805.20	11,691,857.80	4%	488,652
EXPENSE TOTALS		12,166,663.00	85,707.00	12,252,370.00	650,645.28	284,324.61	1,515,791.37	10,452,254.02	15%	1,686,922
Fund 0010 - General Fund Totals		\$0.00	(\$85,707.00)	(\$85,707.00)	(\$396,609.96)	(\$284,324.61)	(\$1,040,986.17)	\$1,239,603.78		(\$1,198,269
Fund 0011 - Debt Service										
REVENUE										
Department 00 - Revenue										
311.002	Property Taxes -Debt Mill	145,000.00	.00	145,000.00	1,853.38	.00	1,853.38	143,146.62	1	5,701
Department 00 - Revenue Totals		\$145,000.00	\$0.00	\$145,000.00	\$1,853.38	\$0.00	\$1,853.38	\$143,146.62	1%	\$5,701
REVENUE TOTALS		\$145,000.00	\$0.00	\$145,000.00	\$1,853.38	\$0.00	\$1,853.38	\$143,146.62	1%	\$5,701
EXPENSE										
Department 21 - Debt Service										
750.124	Transfers to General Fund	145,000.00	.00	145,000.00	.00	.00	.00	145,000.00	0	
Department 21 - Debt Service Totals		\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$0.00	\$145,000.00	0%	\$145,000
EXPENSE TOTALS		\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$0.00	\$145,000.00	0%	\$145,000
Fund 0011 - Debt Service Totals										
REVENUE TOTALS		145,000.00	.00	145,000.00	1,853.38	.00	1,853.38	143,146.62	1%	5,701
EXPENSE TOTALS		145,000.00	.00	145,000.00	.00	.00	.00	145,000.00	0%	
Fund 0011 - Debt Service Totals		\$0.00	\$0.00	\$0.00	\$1,853.38	\$0.00	\$1,853.38	(\$1,853.38)		\$5,701

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0012 - Capital Projects Reserve Fund										
REVENUE										
Department 00 - Revenue										
392.004	From General Fund	892,272.00	.00	892,272.00	.00	.00	.00	892,272.00	0	
392.015	Transfer from Capital Projects Fund	419,478.00	.00	419,478.00	.00	.00	.00	419,478.00	0	
Department 00 - Revenue Totals		\$1,311,750.00	\$0.00	\$1,311,750.00	\$0.00	\$0.00	\$0.00	\$1,311,750.00	0%	\$15,766.00
REVENUE TOTALS		\$1,311,750.00	\$0.00	\$1,311,750.00	\$0.00	\$0.00	\$0.00	\$1,311,750.00	0%	\$15,766.00
EXPENSE										
Department 26 - Special Projects										
900.903	Sidewalk Program	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
900.904	Street Re-Surfacing Program	87,000.00	(87,000.00)	.00	.00	.00	.00	.00	+++	
900.3000	Buildings & Improvements	262,000.00	(50,000.00)	212,000.00	.00	(10,650.00)	234.32	222,415.68	-5	
900.3950	Computer Software	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
900.4100	Vehicles	91,250.00	.00	91,250.00	.00	.00	.00	91,250.00	0	
900.4200	Heavy Equipment	550,000.00	.00	550,000.00	.00	.00	.00	550,000.00	0	
900.4300	Other Equipment	201,500.00	1,293.00	202,793.00	.00	24,292.10	.00	178,500.90	12	
900.6000	Other Improvements	.00	50,000.00	50,000.00	.00	.00	.00	50,000.00	0	15,766.00
Department 26 - Special Projects Totals		\$1,311,750.00	(\$85,707.00)	\$1,226,043.00	\$0.00	\$13,642.10	\$234.32	\$1,212,166.58	1%	\$15,766.00
EXPENSE TOTALS		\$1,311,750.00	(\$85,707.00)	\$1,226,043.00	\$0.00	\$13,642.10	\$234.32	\$1,212,166.58	1%	\$15,766.00
Fund 0012 - Capital Projects Reserve Fund Totals										
REVENUE TOTALS		1,311,750.00	.00	1,311,750.00	.00	.00	.00	1,311,750.00	0%	
EXPENSE TOTALS		1,311,750.00	(85,707.00)	1,226,043.00	.00	13,642.10	234.32	1,212,166.58	1%	15,766.00
Fund 0012 - Capital Projects Reserve Fund Totals		\$0.00	\$85,707.00	\$85,707.00	\$0.00	(\$13,642.10)	(\$234.32)	\$99,583.42		(\$15,766.00)
Fund 0015 - Agency Fund										
REVENUE										
Department 00 - Revenue										
361.001	Investment Earnings	.00	.00	.00	3.01	.00	6.17	(6.17)	+++	2%
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$3.01	\$0.00	\$6.17	(\$6.17)	+++	\$2%
REVENUE TOTALS		\$0.00	\$0.00	\$0.00	\$3.01	\$0.00	\$6.17	(\$6.17)	+++	\$2%
Fund 0015 - Agency Fund Totals										
REVENUE TOTALS		.00	.00	.00	3.01	.00	6.17	(6.17)	+++	2%
EXPENSE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
Fund 0015 - Agency Fund Totals		\$0.00	\$0.00	\$0.00	\$3.01	\$0.00	\$6.17	(\$6.17)		\$2%
Fund 0017 - Federal Grants										
EXPENSE										
Department 69 - Federal Grants										
500.101	Supplies and Materials	.00	.00	.00	480.00	.00	480.00	(480.00)	+++	
Department 69 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$480.00	(\$480.00)	+++	\$1
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$480.00	(\$480.00)	+++	\$1

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0017 - Federal Grants Totals										
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	
	EXPENSE TOTALS	.00	.00	.00	480.00	.00	480.00	(480.00)	+++	
Fund 0017 - Federal Grants Totals		\$0.00	\$0.00	\$0.00	(\$480.00)	\$0.00	(\$480.00)	\$480.00		\$0.00
Fund 0018 - State and Local Grants										
REVENUE										
Department 00 - Revenue										
331.070	Hazard Mitigation Grant	.00	.00	.00	19,933.77	.00	19,933.77	(19,933.77)	+++	
332.008	Other Local Grants	.00	.00	.00	659.96	.00	659.96	(659.96)	+++	
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$20,593.73	\$0.00	\$20,593.73	(\$20,593.73)	+++	\$0.00
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$20,593.73	\$0.00	\$20,593.73	(\$20,593.73)	+++	\$0.00
EXPENSE										
Department 70 - State and Local Grants										
500.101	Supplies and Materials	.00	.00	.00	329.98	.00	1,086.35	(1,086.35)	+++	2,741.00
685.187	Special Projects	.00	.00	.00	19,933.77	.00	19,933.77	(19,933.77)	+++	84.00
Department 70 - State and Local Grants Totals		\$0.00	\$0.00	\$0.00	\$20,263.75	\$0.00	\$21,020.12	(\$21,020.12)	+++	\$3,584.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$20,263.75	\$0.00	\$21,020.12	(\$21,020.12)	+++	\$3,584.00
Fund 0018 - State and Local Grants Totals										
	REVENUE TOTALS	.00	.00	.00	20,593.73	.00	20,593.73	(20,593.73)	+++	
	EXPENSE TOTALS	.00	.00	.00	20,263.75	.00	21,020.12	(21,020.12)	+++	3,584.00
Fund 0018 - State and Local Grants Totals		\$0.00	\$0.00	\$0.00	\$329.98	\$0.00	(\$426.39)	\$426.39		(\$3,584.00)
Fund 0020 - State Accommodations Tax										
REVENUE										
Department 00 - Revenue										
318.001	Accommodations Tax	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
361.001	Investment Earnings	250.00	.00	250.00	.00	.00	.00	250.00	0	
Department 00 - Revenue Totals		\$100,250.00	\$0.00	\$100,250.00	\$0.00	\$0.00	\$0.00	\$100,250.00	0%	\$0.00
	REVENUE TOTALS	\$100,250.00	\$0.00	\$100,250.00	\$0.00	\$0.00	\$0.00	\$100,250.00	0%	\$0.00
EXPENSE										
Department 33 - State Accommodations Tax										
620.114	Advertising	250.00	.00	250.00	.00	.00	74.00	176.00	30	
683.173	Tourism Related	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	
683.174	Tourism Advertise/Promote	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	
750.124	Transfers to General Fund	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	
Department 33 - State Accommodations Tax Totals		\$100,250.00	\$0.00	\$100,250.00	\$0.00	\$0.00	\$74.00	\$100,176.00	0%	\$0.00
	EXPENSE TOTALS	\$100,250.00	\$0.00	\$100,250.00	\$0.00	\$0.00	\$74.00	\$100,176.00	0%	\$0.00
Fund 0020 - State Accommodations Tax Totals										
	REVENUE TOTALS	100,250.00	.00	100,250.00	.00	.00	.00	100,250.00	0%	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
EXPENSE TOTALS		100,250.00	.00	100,250.00	.00	.00	74.00	100,176.00	0%	
Fund 0020 - State Accommodations Tax Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$74.00)	\$74.00		\$0.00
Fund 0022 - Local Hospitality/ATax										
REVENUE										
Department 00 - Revenue										
324.001	Hospitality Fee	725,000.00	.00	725,000.00	75,547.60	.00	152,998.64	572,001.36	21	127,580
324.002	Accommodation Fees	160,000.00	.00	160,000.00	36,378.56	.00	66,801.25	93,198.75	42	38,260
332.015	DBA State Grant	30,000.00	.00	30,000.00	6,060.00	.00	36,060.00	(6,060.00)	120	30,000
361.001	Investment Earnings	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
369.002	Miscellaneous Revenue	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
394.002	Transfer from fund balance	9,009.00	.00	9,009.00	.00	.00	.00	9,009.00	0	
Department 00 - Revenue Totals		\$928,509.00	\$0.00	\$928,509.00	\$117,986.16	\$0.00	\$255,859.89	\$672,649.11	28%	\$195,850
REVENUE TOTALS		\$928,509.00	\$0.00	\$928,509.00	\$117,986.16	\$0.00	\$255,859.89	\$672,649.11	28%	\$195,850
EXPENSE										
Department 08 - Winyah Auditorium										
650.127	Electricity	8,640.00	.00	8,640.00	1,046.42	.00	2,324.71	6,315.29	27	2,510
Department 08 - Winyah Auditorium Totals		\$8,640.00	\$0.00	\$8,640.00	\$1,046.42	\$0.00	\$2,324.71	\$6,315.29	27%	\$2,510
Department 23 - Old Hospitality Fees										
750.124	Transfers to General Fund	125,000.00	.00	125,000.00	10,416.67	.00	20,833.34	104,166.66	17	20,830
Department 23 - Old Hospitality Fees Totals		\$125,000.00	\$0.00	\$125,000.00	\$10,416.67	\$0.00	\$20,833.34	\$104,166.66	17%	\$20,830
Department 24 - New Hospitality Fees										
400.101	Regular Pay	39,539.00	.00	39,539.00	3,312.52	.00	6,323.91	33,215.09	16	6,240
405.114	FICA	3,025.00	.00	3,025.00	243.47	.00	463.94	2,561.06	15	450
406.116	Retirement	7,607.00	.00	7,607.00	596.13	.00	1,144.23	6,462.77	15	1,110
410.001	Health Claims Cost	3,514.00	.00	3,514.00	290.50	.00	581.00	2,933.00	17	580
660.105	COVID-19 Pandemic Expense	.00	.00	.00	675.80	.00	1,351.60	(1,351.60)	+++	
683.174	Tourism Advertise/Promote	154,000.00	.00	154,000.00	150.00	.00	300.00	153,700.00	0	1,530
685.182	Other Operating Expenses	11,100.00	.00	11,100.00	12.18	7,634.70	8,309.51	(4,844.21)	144	2,460
685.187	Special Projects	.00	75,000.00	75,000.00	14,500.00	(14,500.00)	14,500.00	75,000.00	0	
685.1871	Way-finding project	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	
686.195	Repair/Maint Svc Contract	11,800.00	.00	11,800.00	.00	9,500.00	1,900.00	400.00	97	1,480
687.204	Janitorial Services	32,900.00	.00	32,900.00	2,745.28	.00	5,490.56	27,409.44	17	2,530
900.905	Park Improvements	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	
900.1000	Infrastructure Improvements	10,000.00	(10,000.00)	.00	.00	.00	.00	.00	+++	
900.6000	Other Improvements	170,860.00	(65,000.00)	105,860.00	8,001.00	58,569.00	8,001.00	39,290.00	63	
Department 24 - New Hospitality Fees Totals		\$574,345.00	\$0.00	\$574,345.00	\$30,526.88	\$61,203.70	\$48,365.75	\$464,775.55	19%	\$16,420
Department 29 - Kaminski House										
600.110	SCMIRF Property/Liab Ins	21,747.00	.00	21,747.00	.00	.00	9,885.27	11,861.73	45	
650.127	Electricity	2,288.00	.00	2,288.00	155.78	.00	333.77	1,954.23	15	360
650.133	Stormwater	1,401.00	.00	1,401.00	113.40	.00	226.80	1,174.20	16	220
650.1271	Electricity- Sales Tax	88.00	.00	88.00	5.77	.00	12.41	75.59	14	10

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Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0022 - Local Hospitality/ATax										
EXPENSE										
Department 29 - Kaminski House										
687.203	Contract Services	195,000.00	.00	195,000.00	.00	.00	41,250.00	153,750.00	21	37,500.00
Department 29 - Kaminski House Totals		\$220,524.00	\$0.00	\$220,524.00	\$274.95	\$0.00	\$51,708.25	\$168,815.75	23%	\$38,100.00
EXPENSE TOTALS		\$928,509.00	\$0.00	\$928,509.00	\$42,264.92	\$61,203.70	\$123,232.05	\$744,073.25	20%	\$77,880.00
Fund 0022 - Local Hospitality/ATax Totals										
REVENUE TOTALS		928,509.00	.00	928,509.00	117,986.16	.00	255,859.89	672,649.11	28%	195,850.00
EXPENSE TOTALS		928,509.00	.00	928,509.00	42,264.92	61,203.70	123,232.05	744,073.25	20%	77,880.00
Fund 0022 - Local Hospitality/ATax Totals		\$0.00	\$0.00	\$0.00	\$75,721.24	(\$61,203.70)	\$132,627.84	(\$71,424.14)		\$117,960.00
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	11,708,067.00	.00	11,708,067.00	1,008,119.32	.00	2,066,177.25	9,641,889.75	18	2,083,340.00
301.001	Revenue from Energy Efficiency Program	55,000.00	.00	55,000.00	3,435.91	.00	6,871.82	48,128.18	12	17,250.00
301.002	New Turn Ons	4,250.00	.00	4,250.00	320.00	.00	695.00	3,555.00	16	740.00
301.004	Security Lights	270,000.00	.00	270,000.00	23,993.00	.00	48,008.00	221,992.00	18	45,710.00
301.012	Restores	69,500.00	.00	69,500.00	6,195.00	.00	9,555.00	59,945.00	14	18,430.00
302.001	Penalties	120,750.00	.00	120,750.00	10,753.26	.00	19,472.48	101,277.52	16	28,340.00
302.002	Pole Rental	218,000.00	.00	218,000.00	.00	.00	.00	218,000.00	0	12,010.00
302.003	Fiber Rental	25,000.00	.00	25,000.00	2,000.00	.00	4,000.00	21,000.00	16	4,000.00
306.001	Investment Earnings	10,000.00	.00	10,000.00	362.21	.00	746.61	9,253.39	7	2,980.00
307.002	Sale Of Scrap	500.00	.00	500.00	.00	.00	.00	500.00	0	
369.002	Miscellaneous Revenue	1,000.00	.00	1,000.00	100.00	.00	100.00	900.00	10	
369.003	Insurance Proceeds	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
Department 00 - Revenue Totals		\$12,483,067.00	\$0.00	\$12,483,067.00	\$1,055,278.70	\$0.00	\$2,155,626.16	\$10,327,440.84	17%	\$2,212,830.00
REVENUE TOTALS		\$12,483,067.00	\$0.00	\$12,483,067.00	\$1,055,278.70	\$0.00	\$2,155,626.16	\$10,327,440.84	17%	\$2,212,830.00
EXPENSE										
Department 19 - Electric										
400.101	Regular Pay	815,754.00	.00	815,754.00	56,446.87	.00	128,530.82	687,223.18	16	145,150.00
401.103	Overtime	10,000.00	.00	10,000.00	587.29	.00	2,625.24	7,374.76	26	3,790.00
401.105	On-call pay	10,400.00	.00	10,400.00	800.00	.00	1,600.00	8,800.00	15	1,600.00
401.106	Contract Labor	590,000.00	.00	590,000.00	5,107.50	549,892.50	5,107.50	35,000.00	94	41,940.00
401.107	Labor Billed	.00	.00	.00	(1,331.21)	.00	(1,331.21)	1,331.21	+++	
405.114	FICA	63,940.00	.00	63,940.00	4,196.65	.00	9,725.74	54,214.26	15	11,090.00
406.116	Retirement	136,690.00	.00	136,690.00	8,945.30	.00	20,560.27	116,129.73	15	23,350.00
408.125	SCMIT Worker's Comp Ins.	49,807.00	.00	49,807.00	.00	18,148.69	18,148.69	13,509.62	73	19,320.00
410.001	Health Claims Cost	96,862.00	.00	96,862.00	8,196.52	.00	16,200.74	80,661.26	17	16,440.00
410.002	Health Claim Costs-Retire	28,488.00	.00	28,488.00	1,792.39	.00	6,268.88	22,219.12	22	7,940.00
410.003	OPEB cost	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	

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Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Accounts

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Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
500.101	Supplies and Materials	13,300.00	.00	13,300.00	1,023.71	.00	3,366.83	9,933.17	25	3,411
500.102	Equipment	11,000.00	.00	11,000.00	.00	.00	2,125.85	8,874.15	19	1,311
500.103	Furniture	800.00	.00	800.00	.00	.00	.00	800.00	0	
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
501.101	Uniforms and Clothing	15,900.00	.00	15,900.00	671.36	.00	954.12	14,945.88	6	541
514.114	Wire Expense	35,000.00	.00	35,000.00	422.86	.00	935.41	34,064.59	3	4,341
514.115	Christmas Decorations	19,800.00	.00	19,800.00	.00	9,750.00	.00	10,050.00	49	941
514.116	Pole Line Hardware	11,000.00	.00	11,000.00	180.77	.00	1,391.11	9,608.89	13	2,671
514.117	Poles & Crossarms	7,000.00	.00	7,000.00	(104.04)	.00	35.74	6,964.26	1	1,351
514.118	Fuel for Peak Shaving Generation	85,000.00	.00	85,000.00	.00	.00	.00	85,000.00	0	10,341
515.121	Safety Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	301
515.123	Special Dept Supplies	16,000.00	.00	16,000.00	1,357.86	.00	1,698.66	14,301.34	11	721
521.128	Meter Supplies	40,000.00	.00	40,000.00	302.41	.00	447.30	39,552.70	1	611
523.133	Street Light Supplies	3,000.00	.00	3,000.00	53.51	.00	70.47	2,929.53	2	31
531.143	Security Lights	30,000.00	.00	30,000.00	2,381.09	.00	3,604.68	26,395.32	12	4,131
531.145	Transformer Supplies	28,000.00	.00	28,000.00	938.00	.00	4,757.00	23,243.00	17	11,541
540.150	Power Purchases	7,500,000.00	.00	7,500,000.00	42,543.82	.00	712,438.74	6,787,561.26	9	1,424,561
540.153	Energy Efficiency Program	60,000.00	.00	60,000.00	.00	.00	4,242.42	55,757.58	7	14,071
600.110	SCMIRF Property/Liab Ins	94,269.00	.00	94,269.00	.00	.00	42,849.63	51,419.37	45	157,941
610.111	Communications- Landline	5,000.00	.00	5,000.00	384.62	.00	934.68	4,065.32	19	1,341
610.112	Postage	5,000.00	.00	5,000.00	380.62	.00	857.16	4,142.84	17	861
610.1110	Communications- Wireless	7,000.00	.00	7,000.00	665.29	.00	1,097.51	5,902.49	16	811
620.114	Advertising	600.00	.00	600.00	.00	.00	.00	600.00	0	71
640.124	Travel Expense	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	161
650.127	Electricity	22,190.00	.00	22,190.00	1,368.66	.00	3,390.34	18,799.66	15	3,021
650.128	Water	1,575.00	.00	1,575.00	147.70	.00	267.83	1,307.17	17	241
650.129	Wastewater	2,184.00	.00	2,184.00	188.11	.00	355.31	1,828.69	16	331
650.130	Sanitation	2,084.00	.00	2,084.00	168.66	.00	337.32	1,746.68	16	331
650.133	Stormwater	1,520.00	.00	1,520.00	123.02	.00	246.04	1,273.96	16	241
650.134	Security Lights	10,493.00	.00	10,493.00	849.00	.00	1,698.00	8,795.00	16	1,691
650.1271	Electricity- Sales Tax	2,765.00	.00	2,765.00	40.88	.00	91.26	2,673.74	3	91
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	60.00	.00	120.00	380.00	24	141
660.133	Repairs & Maint. Services	8,000.00	.00	8,000.00	1,358.00	.00	1,358.00	6,642.00	17	241
660.139	Fleet Services-RTA Mtce Allocation	15,087.00	.00	15,087.00	1,512.04	.00	2,771.68	12,315.32	18	4,291
660.140	Hydraulic Repair	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	
660.145	Gasoline & Oil	22,868.00	.00	22,868.00	1,538.33	.00	1,538.33	21,329.67	7	1,541
660.1391	Fleet Services -Departmental Expense Allocation	16,940.00	.00	16,940.00	849.12	.00	4,516.08	12,423.92	27	2,641
660.1392	Fleet Svcs- Outside Vends	2,866.00	.00	2,866.00	.00	.00	.00	2,866.00	0	1,181

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
662.140	Building Repairs	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
662.141	Department Repairs	13,500.00	.00	13,500.00	1,427.26	.00	1,903.09	11,596.91	14	558
663.145	Sub-Station Maintenance	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	
663.146	Transformers Repairs	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	
664.101	Community Education	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
670.156	Equipment Rental/Lease	3,800.00	.00	3,800.00	226.38	.00	702.04	3,097.96	18	664
682.170	Infrared Test	800.00	.00	800.00	.00	.00	.00	800.00	0	
682.171	Safety Testing/Compliance	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	11
682.173	Tree Crew Maintenance	12,000.00	.00	12,000.00	930.09	.00	2,215.59	9,784.41	18	2,591
685.180	Membership Dues and Fees	18,105.00	.00	18,105.00	1,521.00	.00	9,814.44	8,290.56	54	8,011
685.182	Other Operating Expenses	62,176.00	.00	62,176.00	.00	.00	.00	62,176.00	0	
685.183	Depreciation	801,403.00	.00	801,403.00	62,579.65	.00	125,159.54	676,243.46	16	129,521
685.186	Training	18,200.00	.00	18,200.00	.00	.00	.00	18,200.00	0	
685.190	Landfill Fees	6,000.00	.00	6,000.00	145.88	.00	.00	6,000.00	0	1,111
686.186	Legal Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
686.187	Professional Services	60,200.00	.00	60,200.00	.00	7,832.55	637.40	51,730.05	14	1,271
686.188	Architect/Engineer Servcs	40,000.00	.00	40,000.00	4,611.69	.00	4,611.69	35,388.31	12	4,961
686.189	Employee Medical	600.00	.00	600.00	60.00	.00	60.00	540.00	10	
686.191	Contract Services/Studies	2,400.00	.00	2,400.00	119.50	.00	244.32	2,155.68	10	121
686.195	Repair/Maint Svc Contract	23,500.00	.00	23,500.00	1,011.14	.00	2,009.84	21,490.16	9	1,531
686.196	Bank Charges/Fees	10,000.00	.00	10,000.00	.00	.00	4,209.13	5,790.87	42	7,581
686.199	Internal Engineering	21,500.00	.00	21,500.00	543.04	.00	1,671.60	19,828.40	8	1,921
686.1895	Employee wellness services	6,000.00	.00	6,000.00	.00	.00	483.28	5,516.72	8	431
687.202	Utility Billing Services	45,000.00	.00	45,000.00	662.25	.00	12,468.83	32,531.17	28	17,411
687.204	Janitorial Services	2,500.00	.00	2,500.00	207.87	.00	415.74	2,084.26	17	171
702.105	Interest on Bonds	80,960.00	.00	80,960.00	.00	.00	.00	80,960.00	0	
702.110	Bond Principal	589,083.00	.00	589,083.00	.00	.00	.00	589,083.00	0	
703.1001	Agent Fees	.00	.00	.00	.00	.00	.00	.00	+++	2,501
720.001	Provision for Bad Debts	40,000.00	.00	40,000.00	3,333.33	.00	6,666.66	33,333.34	17	6,661
720.006	Public Assistance Program	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	
750.124	Transfers to General Fund	723,914.00	.00	723,914.00	60,326.17	.00	120,652.34	603,261.66	17	119,981
795.001	IT Internal Allocations	110,466.00	.00	110,466.00	5,821.22	.00	11,019.73	99,446.27	10	8,821
795.995	GF Cost Distribution	411,732.00	.00	411,732.00	34,311.00	.00	68,622.00	343,110.00	17	69,191
900.3100	Electric Distribution	600,000.00	.00	600,000.00	.00	.00	.00	600,000.00	0	6,881
900.4300	Other Equipment	92,000.00	.00	92,000.00	.00	.00	.00	92,000.00	0	
7999.9999	Principal Reclassified	(589,083.00)	.00	(589,083.00)	.00	.00	.00	(589,083.00)	0	
9999.9999	Assets Reclassified	(692,000.00)	.00	(692,000.00)	.00	.00	.00	(692,000.00)	0	(6,881)
Department 19 - Electric Totals		\$12,482,838.00	\$0.00	\$12,482,838.00	\$321,984.18	\$585,623.74	\$1,379,501.43	\$10,517,712.83	16%	\$2,313,931

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 36 - Fiber Optics										
685.183	Depreciation	229.00	.00	229.00	19.10	.00	38.21	190.79	17	38
Department 36 - Fiber Optics Totals		\$229.00	\$0.00	\$229.00	\$19.10	\$0.00	\$38.21	\$190.79	17%	\$38
EXPENSE TOTALS		\$12,483,067.00	\$0.00	\$12,483,067.00	\$322,003.28	\$585,623.74	\$1,379,539.64	\$10,517,903.62	16%	\$2,313,96
Fund 0030 - Electric Utility Fund Totals										
REVENUE TOTALS		12,483,067.00	.00	12,483,067.00	1,055,278.70	.00	2,155,626.16	10,327,440.84	17%	2,212,83
EXPENSE TOTALS		12,483,067.00	.00	12,483,067.00	322,003.28	585,623.74	1,379,539.64	10,517,903.62	16%	2,313,96
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$0.00	\$0.00	\$733,275.42	(\$585,623.74)	\$776,086.52	(\$190,462.78)		(\$101,138
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	2,820,000.00	.00	2,820,000.00	191,410.00	.00	399,382.73	2,420,617.27	14	392,25
301.002	New Turn Ons	3,500.00	.00	3,500.00	230.00	.00	555.00	2,945.00	16	72
301.006	Sale Of Raw Water	7,500.00	.00	7,500.00	1,056.03	.00	2,103.24	5,396.76	28	1,60
301.009	New Service Taps	21,500.00	.00	21,500.00	2,100.00	.00	4,025.00	17,475.00	19	9,00
301.013	Meter Installation	5,750.00	.00	5,750.00	600.00	.00	2,250.00	3,500.00	39	2,10
302.001	Penalties	25,000.00	.00	25,000.00	2,077.31	.00	3,981.05	21,018.95	16	5,32
306.001	Investment Earnings	2,500.00	.00	2,500.00	82.20	.00	169.48	2,330.52	7	66
324.020	Water Impact Fee	20,000.00	.00	20,000.00	1,470.00	.00	3,120.00	16,880.00	16	4,95
369.002	Miscellaneous Revenue	5,000.00	.00	5,000.00	.00	.00	780.00	4,220.00	16	1,31
391.001	Sale of Assets	500.00	.00	500.00	.00	.00	.00	500.00	0	
395.001	Transfer from General Fund	471,400.00	.00	471,400.00	.00	.00	.00	471,400.00	0	
Department 00 - Revenue Totals		\$3,382,650.00	\$0.00	\$3,382,650.00	\$199,025.54	\$0.00	\$416,366.50	\$2,966,283.50	12%	\$417,93
REVENUE TOTALS		\$3,382,650.00	\$0.00	\$3,382,650.00	\$199,025.54	\$0.00	\$416,366.50	\$2,966,283.50	12%	\$417,93
EXPENSE										
Department 15 - Water Distribution										
400.101	Regular Pay	205,941.00	.00	205,941.00	9,139.83	.00	17,448.76	188,492.24	8	46,20
401.103	Overtime	14,000.00	.00	14,000.00	(158.73)	.00	1,208.40	12,791.60	9	1,36
401.105	On-call pay	5,200.00	.00	5,200.00	400.00	.00	800.00	4,400.00	15	80
405.114	FICA	16,732.00	.00	16,732.00	671.64	.00	1,401.52	15,330.48	8	3,59
406.116	Retirement	35,360.00	.00	35,360.00	1,441.88	.00	3,002.26	32,357.74	8	7,51
408.125	SCMIT Worker's Comp Ins.	8,238.00	.00	8,238.00	.00	3,605.84	3,605.84	1,026.32	88	3,83
410.001	Health Claims Cost	25,638.00	.00	25,638.00	1,510.04	.00	3,020.08	22,617.92	12	3,90
410.002	Health Claim Costs-Retire	199.00	.00	199.00	3.00	.00	30.12	168.88	15	3
410.003	OPEB cost	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
500.101	Supplies and Materials	5,000.00	.00	5,000.00	.00	.00	989.23	4,010.77	20	43
500.102	Equipment	6,250.00	.00	6,250.00	.00	.00	.00	6,250.00	0	27
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	286.04	.00	471.54	3,928.46	11	29



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 15 - Water Distribution										
513.112	Asphalt/Concrete/Gravel	25,000.00	.00	25,000.00	170.66	19,866.00	170.66	4,963.34	80	65
514.110	Water Dist System Supply	56,000.00	.00	56,000.00	4,179.87	.00	12,234.68	43,765.32	22	8,40
515.129	Permit Fees Due To Others	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
523.136	Hydrant Replacement	6,000.00	.00	6,000.00	.00	6,000.00	.00	.00	100	
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	.00	300.00	0	2
600.110	SCMIRF Property/Liab Ins	49,975.00	.00	49,975.00	.00	.00	22,715.95	27,259.05	45	11,32
610.112	Postage	1,000.00	.00	1,000.00	57.57	.00	124.04	875.96	12	13
610.1110	Communications- Wireless	2,720.00	.00	2,720.00	41.44	.00	41.44	2,678.56	2	4
620.114	Advertising	600.00	.00	600.00	.00	.00	.00	600.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	8,290.00	.00	8,290.00	640.18	.00	1,328.59	6,961.41	16	1,42
650.128	Water	16,706.00	.00	16,706.00	1,797.44	.00	3,492.03	13,213.97	21	2,92
650.129	Wastewater	8,798.00	.00	8,798.00	862.28	.00	1,668.96	7,129.04	19	1,62
650.130	Sanitation	691.00	.00	691.00	55.96	.00	111.92	579.08	16	11
650.133	Stormwater	4,401.00	.00	4,401.00	356.08	.00	712.16	3,688.84	16	71
650.1271	Electricity- Sales Tax	419.00	.00	419.00	30.27	.00	65.12	353.88	16	7
660.105	COVID-19 Pandemic Expense	100.00	.00	100.00	20.00	.00	40.00	60.00	40	3
660.133	Repairs & Maint. Services	12,500.00	.00	12,500.00	.00	.00	.00	12,500.00	0	2,72
660.139	Fleet Services-RTA Mtce Allocation	4,309.00	.00	4,309.00	181.65	.00	470.23	3,838.77	11	1,27
660.145	Gasoline & Oil	9,066.00	.00	9,066.00	768.95	.00	768.95	8,297.05	8	69
660.1391	Fleet Services -Departmental Expense Allocation	4,393.00	.00	4,393.00	226.57	.00	1,402.17	2,990.83	32	96
660.1392	Fleet Svcs- Outside Vends	224.00	.00	224.00	1,049.38	.00	1,049.38	(825.38)	468	12
670.156	Equipment Rental/Lease	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	.00	425.00	0	3
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.183	Depreciation	451,215.00	.00	451,215.00	37,928.08	.00	75,856.19	375,358.81	17	73,75
685.186	Training	1,230.00	.00	1,230.00	.00	.00	.00	1,230.00	0	
686.187	Professional Services	3,320.00	.00	3,320.00	.00	2,613.20	166.80	540.00	84	33
686.189	Employee Medical	700.00	.00	700.00	.00	.00	.00	700.00	0	
686.191	Contract Services/Studies	2,100.00	.00	2,100.00	119.49	.00	244.31	1,855.69	12	12
686.196	Bank Charges/Fees	7,500.00	.00	7,500.00	.00	.00	1,647.04	5,852.96	22	2,96
686.199	Internal Engineering	17,000.00	.00	17,000.00	543.04	.00	1,671.60	15,328.40	10	1,92
686.1895	Employee wellness services	2,700.00	.00	2,700.00	.00	.00	172.60	2,527.40	6	15
687.202	Utility Billing Services	8,000.00	.00	8,000.00	100.18	.00	1,886.04	6,113.96	24	2,63
687.204	Janitorial Services	2,000.00	.00	2,000.00	68.64	.00	137.28	1,862.72	7	4
702.106	Interest- Bonds	115,327.00	.00	115,327.00	.00	.00	.00	115,327.00	0	11,47
702.110	Bond Principal	396,943.00	.00	396,943.00	.00	.00	.00	396,943.00	0	34,47
703.109	Agents Fee	8,000.00	.00	8,000.00	1,612.50	.00	1,612.50	6,387.50	20	1,61

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 15 - Water Distribution										
720.001	Provision for Bad Debts	8,000.00	.00	8,000.00	666.67	.00	1,333.34	6,666.66	17	1,333.34
750.124	Transfers to General Fund	137,809.00	.00	137,809.00	11,484.08	.00	22,968.16	114,840.84	17	20,271.11
795.995	GF Cost Distribution	88,854.00	.00	88,854.00	7,404.50	.00	14,809.00	74,045.00	17	14,930.23
795.999	Allocation G&A Services	67,700.00	.00	67,700.00	4,491.10	.00	8,960.87	58,739.13	13	12,875.00
900.3500	Water Distribution	36,628.00	.00	36,628.00	.00	.00	.00	36,628.00	0	112,140.00
7999.9999	Principal Reclassified	(396,943.00)	.00	(396,943.00)	.00	.00	.00	(396,943.00)	0	(34,474.00)
9999.9999	Assets Reclassified	(36,628.00)	.00	(36,628.00)	.00	.00	.00	(36,628.00)	0	(112,140.00)
Department 15 - Water Distribution Totals		\$1,467,930.00	\$0.00	\$1,467,930.00	\$88,150.28	\$32,085.04	\$209,839.76	\$1,226,005.20	16%	\$246,011.11
Department 16 - Filtration										
400.101	Regular Pay	260,663.00	.00	260,663.00	21,759.79	.00	41,457.60	219,205.40	16	27,241.00
401.103	Overtime	6,000.00	.00	6,000.00	239.03	.00	128.24	5,871.76	2	551.00
401.105	On-call pay	7,020.00	.00	7,020.00	533.36	.00	1,066.72	5,953.28	15	1,066.72
405.114	FICA	20,830.00	.00	20,830.00	1,609.65	.00	3,044.59	17,785.41	15	2,020.00
406.116	Retirement	43,929.00	.00	43,929.00	3,483.91	.00	6,596.91	37,332.09	15	4,460.00
408.125	SCMIT Worker's Comp Ins.	10,427.00	.00	10,427.00	.00	3,247.43	3,247.43	3,932.14	62	3,450.00
410.001	Health Claims Cost	45,135.00	.00	45,135.00	3,487.24	.00	6,534.24	38,600.76	14	5,380.00
410.002	Health Claim Costs-Retire	7,982.00	.00	7,982.00	583.24	.00	2,031.06	5,950.94	25	1,030.00
410.003	OPEB cost	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
500.101	Supplies and Materials	2,300.00	.00	2,300.00	74.25	.00	187.77	2,112.23	8	200.00
500.102	Equipment	6,500.00	.00	6,500.00	52.99	.00	317.98	6,182.02	5	.00
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
512.108	Chemicals	361,800.00	.00	361,800.00	7,626.83	63,215.49	16,784.51	281,800.00	22	48,900.00
512.109	Laboratory Supplies	18,480.00	.00	18,480.00	251.32	4,170.41	3,956.81	10,352.78	44	5,910.00
515.121	Safety Supplies	1,250.00	.00	1,250.00	.00	.00	.00	1,250.00	0	.00
515.129	Permit Fees Due To Others	22,000.00	.00	22,000.00	.00	.00	20,635.00	1,365.00	94	20,560.00
532.148	Small Hand Tools	300.00	.00	300.00	40.26	.00	40.26	259.74	13	.00
540.151	IP Raw Water Contract-Cty	22,960.00	.00	22,960.00	1,374.10	.00	2,836.76	20,123.24	12	1,640.00
540.152	Raw Water Pump Maint.	60,000.00	.00	60,000.00	4,291.31	.00	8,938.52	51,061.48	15	9,280.00
540.157	Treated Water Purchase	200.00	.00	200.00	.00	.00	6.67	193.33	3	.00
540.1510	IP Raw Water Contract-Stl	11,808.00	.00	11,808.00	495.34	.00	986.54	10,821.46	8	390.00
600.110	SCMIRF Property/Liab Ins	150,635.00	.00	150,635.00	.00	.00	68,470.64	82,164.36	45	8,820.00
610.111	Communications- Landline	1,200.00	.00	1,200.00	56.06	.00	193.27	1,006.73	16	180.00
610.112	Postage	800.00	.00	800.00	.00	.00	.00	800.00	0	100.00
610.1110	Communications- Wireless	660.00	.00	660.00	41.44	.00	41.44	618.56	6	40.00
620.114	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
650.127	Electricity	83,214.00	.00	83,214.00	5,784.39	.00	12,154.93	71,059.07	15	12,910.00
650.130	Sanitation	929.00	.00	929.00	75.20	.00	150.40	778.60	16	150.00

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
650.133	Stormwater	2,219.00	.00	2,219.00	179.55	.00	359.10	1,859.90	16	35%
650.134	Security Lights	1,631.00	.00	1,631.00	132.00	.00	264.00	1,367.00	16	26%
650.1271	Electricity- Sales Tax	96.00	.00	96.00	6.09	.00	13.53	82.47	14	14%
660.105	COVID-19 Pandemic Expense	100.00	.00	100.00	60.00	.00	120.00	(20.00)	120	1%
660.133	Repairs & Maint. Services	36,000.00	.00	36,000.00	96.99	18,150.00	96.99	17,753.01	51	4,18%
660.139	Fleet Services-RTA Mtce Allocation	376.00	.00	376.00	.00	.00	.00	376.00	0	6%
660.145	Gasoline & Oil	1,661.00	.00	1,661.00	153.77	.00	153.77	1,507.23	9	4%
660.1391	Fleet Services -Departmental Expense Allocation	927.00	.00	927.00	16.93	.00	237.89	689.11	26	19%
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	.00	500.00	0	
685.180	Membership Dues and Fees	845.00	.00	845.00	.00	.00	.00	845.00	0	39%
685.182	Other Operating Expenses	500.00	.00	500.00	.00	.00	.00	500.00	0	6%
685.183	Depreciation	325,499.00	.00	325,499.00	24,705.13	.00	49,484.89	276,014.11	15	51,51%
685.186	Training	950.00	.00	950.00	.00	.00	.00	950.00	0	
686.187	Professional Services	21,990.00	.00	21,990.00	545.00	.00	590.00	21,400.00	3	4%
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
686.195	Repair/Maint Svc Contract	1,800.00	.00	1,800.00	232.80	.00	479.55	1,320.45	27	47%
686.199	Internal Engineering	18,000.00	.00	18,000.00	543.04	.00	1,671.60	16,328.40	9	1,92%
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	207.12	2,792.88	7	18%
687.204	Janitorial Services	2,000.00	.00	2,000.00	204.79	.00	409.58	1,590.42	20	17%
750.124	Transfers to General Fund	122,800.00	.00	122,800.00	10,233.33	.00	20,466.66	102,333.34	17	18,07%
795.995	GF Cost Distribution	79,175.00	.00	79,175.00	6,597.92	.00	13,195.84	65,979.16	17	13,30%
795.999	Allocation G&A Services	92,000.00	.00	92,000.00	4,491.10	.00	8,960.87	83,039.13	10	12,87%
900.915	CIP Projects - Current Year	.00	(3,750,000.00)	(3,750,000.00)	.00	.00	.00	(3,750,000.00)	0	
900.3300	Water Filtration Plant	3,750,000.00	3,750,000.00	7,500,000.00	39,720.50	(39,720.50)	39,767.14	7,499,953.36	0	
900.4100	Vehicles	37,000.00	.00	37,000.00	.00	.00	.00	37,000.00	0	
900.4300	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	106,56%
9999.9999	Assets Reclassified	(3,787,000.00)	.00	(3,787,000.00)	(39,720.50)	.00	(39,767.14)	(3,747,232.86)	1	(106,56%
Department 16 - Filtration Totals		\$1,870,191.00	\$0.00	\$1,870,191.00	\$100,058.15	\$49,062.83	\$296,519.68	\$1,524,608.49	18%	\$258,29%
Department 41 - General & Administrative										
400.101	Regular Pay	119,659.00	.00	119,659.00	10,028.83	.00	19,145.96	100,513.04	16	14,32%
405.114	FICA	9,154.00	.00	9,154.00	737.52	.00	1,405.30	7,748.70	15	1,03%
406.116	Retirement	19,816.00	.00	19,816.00	1,553.02	.00	2,964.18	16,851.82	15	2,21%
408.125	SCMIT Worker's Comp Ins.	1,915.00	.00	1,915.00	.00	988.35	988.35	(61.70)	103	1,05%
410.001	Health Claims Cost	15,708.00	.00	15,708.00	1,298.58	.00	2,597.16	13,110.84	17	2,59%
410.003	OPEB cost	4,200.00	.00	4,200.00	.00	.00	.00	4,200.00	0	
500.101	Supplies and Materials	3,800.00	.00	3,800.00	77.58	.00	428.25	3,371.75	11	1,10%
500.102	Equipment	250.00	.00	250.00	286.08	.00	286.08	(36.08)	114	
500.103	Furniture	250.00	.00	250.00	.00	.00	.00	250.00	0	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 41 - General & Administrative										
501.101	Uniforms and Clothing	200.00	.00	200.00	.00	.00	.00	200.00	0	
600.110	SCMIRF Property/Liab Ins	266.00	.00	266.00	.00	.00	121.04	144.96	46	18,180
610.111	Communications- Landline	4,800.00	.00	4,800.00	324.41	.00	721.51	4,078.49	15	1,039
610.112	Postage	200.00	.00	200.00	.00	.00	.00	200.00	0	
610.1110	Communications- Wireless	660.00	.00	660.00	41.44	.00	41.44	618.56	6	41
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	2,621.00	.00	2,621.00	212.33	.00	449.28	2,171.72	17	499
650.128	Water	222.00	.00	222.00	15.44	.00	37.13	184.87	17	31
650.129	Wastewater	317.00	.00	317.00	20.93	.00	51.36	265.64	16	41
650.130	Sanitation	486.00	.00	486.00	39.33	.00	78.66	407.34	16	71
650.133	Stormwater	2,051.00	.00	2,051.00	165.94	.00	331.88	1,719.12	16	331
650.134	Security Lights	655.00	.00	655.00	53.00	.00	106.00	549.00	16	106
650.1271	Electricity- Sales Tax	112.00	.00	112.00	8.77	.00	18.73	93.27	17	21
660.105	COVID-19 Pandemic Expense	2,100.00	.00	2,100.00	60.00	.00	120.00	1,980.00	6	371
660.133	Repairs & Maint. Services	2,000.00	.00	2,000.00	305.75	.00	709.25	1,290.75	35	81
660.139	Fleet Services-RTA Mtce Allocation	963.00	.00	963.00	121.26	.00	121.26	841.74	13	321
660.145	Gasoline & Oil	2,589.00	.00	2,589.00	180.69	.00	180.69	2,408.31	7	221
660.1391	Fleet Services -Departmental Expense Allocation	1,566.00	.00	1,566.00	48.35	.00	320.55	1,245.45	20	431
670.156	Equipment Rental/Lease	3,120.00	.00	3,120.00	207.47	.00	589.87	2,530.13	19	361
685.180	Membership Dues and Fees	1,405.00	.00	1,405.00	.00	.00	394.00	1,011.00	28	561
685.182	Other Operating Expenses	500.00	.00	500.00	.00	.00	.00	500.00	0	(75)
685.183	Depreciation	7,090.00	.00	7,090.00	590.83	.00	1,181.67	5,908.33	17	1,181
685.186	Training	460.00	.00	460.00	.00	.00	.00	460.00	0	
686.187	Professional Services	31,640.00	.00	31,640.00	.00	.00	.00	31,640.00	0	
686.189	Employee Medical	100.00	.00	100.00	.00	.00	.00	100.00	0	
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	337.56	.00	466.80	1,533.20	23	601
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	69.04	1,130.96	6	61
687.204	Janitorial Services	2,000.00	.00	2,000.00	205.92	.00	411.84	1,588.16	21	171
795.001	IT Internal Allocations	120,705.00	.00	120,705.00	5,821.22	.00	11,019.73	109,685.27	9	8,821
795.999	Allocation G&A Services	(364,159.00)	.00	(364,159.00)	(22,455.48)	.00	(44,804.32)	(319,354.68)	12	(64,373)
Department 41 - General & Administrative Totals		\$2,921.00	\$0.00	\$2,921.00	\$286.77	\$988.35	\$552.69	\$1,379.96	53%	(\$8,520)
Department 42 - Engineering Services										
400.101	Regular Pay	115,658.00	.00	115,658.00	7,682.04	.00	14,474.80	101,183.20	13	10,721
405.114	FICA	8,848.00	.00	8,848.00	541.33	.00	1,014.63	7,833.37	11	721
406.116	Retirement	19,153.00	.00	19,153.00	1,191.59	.00	2,244.81	16,908.19	12	1,661
408.125	SCMIT Worker's Comp Ins.	1,851.00	.00	1,851.00	.00	.00	.00	1,851.00	0	
410.001	Health Claims Cost	19,884.00	.00	19,884.00	1,069.52	.00	2,139.04	17,744.96	11	2,139

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 42 - Engineering Services										
500.101	Supplies and Materials	250.00	.00	250.00	.00	.00	.00	250.00	0	
500.105	Printing and Binding	100.00	.00	100.00	.00	.00	60.00	40.00	60	
501.101	Uniforms and Clothing	500.00	.00	500.00	.00	.00	.00	500.00	0	
515.121	Safety Supplies	200.00	.00	200.00	.00	.00	.00	200.00	0	
515.124	Department Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	60
600.110	SCMIRF Property/Liab Ins	444.00	.00	444.00	.00	.00	201.74	242.26	45	
610.112	Postage	75.00	.00	75.00	.00	.00	.00	75.00	0	1
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	41.44	.00	41.44	1,158.56	3	4
640.124	Travel Expense	300.00	.00	300.00	.00	.00	.00	300.00	0	
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	.00	600.00	0	
685.183	Depreciation	5,221.00	.00	5,221.00	435.10	.00	870.20	4,350.80	17	87
685.184	Continuing Education	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.186	Training	800.00	.00	800.00	.00	.00	.00	800.00	0	
686.187	Professional Services	5,150.00	.00	5,150.00	.00	.00	2,958.58	2,191.42	57	2,96
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	69.04	1,130.96	6	6
735.122	Services Billed	(141,926.00)	.00	(141,926.00)	(5,430.37)	.00	(16,716.01)	(125,209.99)	12	(19,262
Department 42 - Engineering Services Totals		\$41,608.00	\$0.00	\$41,608.00	\$5,530.65	\$0.00	\$7,358.27	\$34,249.73	18%	\$
EXPENSE TOTALS		\$3,382,650.00	\$0.00	\$3,382,650.00	\$194,025.85	\$82,136.22	\$514,270.40	\$2,786,243.38	18%	\$495,78
Fund 0031 - Water Utility Fund Totals										
REVENUE TOTALS		3,382,650.00	.00	3,382,650.00	199,025.54	.00	416,366.50	2,966,283.50	12%	417,93
EXPENSE TOTALS		3,382,650.00	.00	3,382,650.00	194,025.85	82,136.22	514,270.40	2,786,243.38	18%	495,78
Fund 0031 - Water Utility Fund Totals		\$0.00	\$0.00	\$0.00	\$4,999.69	(\$82,136.22)	(\$97,903.90)	\$180,040.12		(\$77,855
Fund 0032 - Wastewater Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	2,885,300.00	.00	2,885,300.00	219,988.57	.00	455,768.19	2,429,531.81	16	427,90
301.002	New Turn Ons	3,300.00	.00	3,300.00	215.00	.00	535.00	2,765.00	16	67
301.009	New Service Taps	7,500.00	.00	7,500.00	900.00	.00	1,800.00	5,700.00	24	90
301.014	Fixed Charges - Andrews	120,000.00	.00	120,000.00	.00	.00	10,119.80	109,880.20	8	10,11
301.015	Fixed Charges - GCWSD	232,000.00	.00	232,000.00	.00	.00	19,241.87	212,758.13	8	38,48
301.016	Fixed Charges - COG	336,000.00	.00	336,000.00	.00	.00	27,651.27	308,348.73	8	65,42
301.017	Volume Charges - Andrews	220,000.00	.00	220,000.00	.00	.00	12,407.11	207,592.89	6	22,49
301.018	Volume Charges - GCWSD	450,000.00	.00	450,000.00	.00	.00	29,504.85	420,495.15	7	79,83
301.019	Volume Charges - COG	1,250,000.00	.00	1,250,000.00	.00	.00	84,390.64	1,165,609.36	7	288,15
301.026	Fixed- Elim Georgetown	(300,000.00)	.00	(300,000.00)	.00	.00	(27,651.27)	(272,348.73)	9	(55,302
301.029	Volume-Elim-Georgetown	(1,250,000.00)	.00	(1,250,000.00)	.00	.00	(84,390.64)	(1,165,609.36)	7	(273,602
302.001	Penalties	35,000.00	.00	35,000.00	2,449.26	.00	4,899.34	30,100.66	14	6,52

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Fiscal Year to Date 08/31/21

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Fund 0032 - Wastewater Fund										
REVENUE										
Department 00 - Revenue										
303.006	Septic Tank Dumping	50,000.00	.00	50,000.00	2,280.00	.00	5,410.00	44,590.00	11	7,340
306.001	Investment Earnings	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
324.017	Wastewater Impact Fee	10,000.00	.00	10,000.00	850.00	.00	2,550.00	7,450.00	26	850
369.002	Miscellaneous Revenue	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	
391.001	Sale of Assets	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,020
395.001	Transfer from General Fund	11,553.00	.00	11,553.00	.00	.00	.00	11,553.00	0	
Department 00 - Revenue Totals		\$4,067,653.00	\$0.00	\$4,067,653.00	\$226,682.83	\$0.00	\$542,236.16	\$3,525,416.84	13%	\$621,810
REVENUE TOTALS		\$4,067,653.00	\$0.00	\$4,067,653.00	\$226,682.83	\$0.00	\$542,236.16	\$3,525,416.84	13%	\$621,810
EXPENSE										
Department 18 - Wastewater Collections										
400.101	Regular Pay	248,584.00	.00	248,584.00	17,187.06	.00	35,735.95	212,848.05	14	33,450
401.103	Overtime	2,248.00	.00	2,248.00	(8.39)	.00	234.33	2,013.67	10	118
401.105	On-call pay	4,420.00	.00	4,420.00	333.32	.00	666.64	3,753.36	15	660
405.114	FICA	19,527.00	.00	19,527.00	1,229.04	.00	2,581.47	16,945.53	13	2,390
406.116	Retirement	41,538.00	.00	41,538.00	2,708.71	.00	5,668.38	35,869.62	14	5,290
408.125	SCMIT Worker's Comp Ins.	10,886.00	.00	10,886.00	.00	6,016.98	6,016.98	(1,147.96)	111	6,400
410.001	Health Claims Cost	63,201.00	.00	63,201.00	4,210.40	.00	8,420.80	54,780.20	13	8,580
410.002	Health Claim Costs-Retire	10,162.00	.00	10,162.00	1,139.24	.00	3,417.72	6,744.28	34	3,540
410.003	OPEB cost	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	
500.101	Supplies and Materials	6,900.00	.00	6,900.00	.00	.00	.00	6,900.00	0	610
500.102	Equipment	15,300.00	.00	15,300.00	.00	.00	111.26	15,188.74	1	1,950
501.101	Uniforms and Clothing	7,000.00	.00	7,000.00	412.13	.00	971.99	6,028.01	14	930
512.108	Chemicals	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	650
513.112	Asphalt/Concrete/Gravel	28,300.00	.00	28,300.00	.00	22,764.00	286.20	5,249.80	81	1,390
514.111	WW Collection Syst Supply	10,000.00	.00	10,000.00	658.87	.00	1,965.43	8,034.57	20	1,300
515.121	Safety Supplies	900.00	.00	900.00	.00	.00	.00	900.00	0	
515.126	Department Equipment	.00	7,000.00	7,000.00	.00	7,000.00	.00	.00	100	
532.148	Small Hand Tools	350.00	.00	350.00	.00	.00	118.29	231.71	34	
532.1481	Small Hand Tools - Maintenance	450.00	.00	450.00	.00	.00	.00	450.00	0	
600.110	SCMIRF Property/Liab Ins	42,519.00	.00	42,519.00	.00	.00	19,326.72	23,192.28	45	19,390
610.112	Postage	1,000.00	.00	1,000.00	52.13	.00	112.31	887.69	11	110
610.1110	Communications- Wireless	3,920.00	.00	3,920.00	188.26	.00	188.26	3,731.74	5	160
620.114	Advertising	500.00	.00	500.00	.00	.00	111.00	389.00	22	70
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	96,591.00	.00	96,591.00	7,496.44	.00	13,654.68	82,936.32	14	17,760
650.133	Stormwater	9,899.00	.00	9,899.00	800.95	.00	1,601.90	8,297.10	16	1,600
650.134	Security Lights	1,495.00	.00	1,495.00	121.00	.00	242.00	1,253.00	16	240
650.1271	Electricity- Sales Tax	3,208.00	.00	3,208.00	248.26	.00	466.95	2,741.05	15	580

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Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
660.105	COVID-19 Pandemic Expense	.00	.00	.00	80.00	.00	160.00	(160.00)	+++	
660.133	Repairs & Maint. Services	70,800.00	.00	70,800.00	.00	25,000.00	.00	45,800.00	35	6,551
660.139	Fleet Services-RTA Mtce Allocation	18,836.00	.00	18,836.00	2,037.66	.00	2,350.82	16,485.18	12	3,821
660.145	Gasoline & Oil	15,301.00	.00	15,301.00	1,757.77	.00	1,757.77	13,543.23	11	1,061
660.1391	Fleet Services -Departmental Expense Allocation	14,881.00	.00	14,881.00	622.24	.00	3,911.36	10,969.64	26	2,711
660.1392	Fleet Svcs- Outside Vends	506.00	.00	506.00	664.34	.00	664.34	(158.34)	131	
670.156	Equipment Rental/Lease	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
685.180	Membership Dues and Fees	680.00	.00	680.00	.00	.00	.00	680.00	0	
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.183	Depreciation	379,294.00	.00	379,294.00	27,715.23	.00	55,430.59	323,863.41	15	55,261
685.186	Training	650.00	.00	650.00	.00	.00	.00	650.00	0	
686.187	Professional Services	28,900.00	.00	28,900.00	.00	2,610.85	166.65	26,122.50	10	331
686.189	Employee Medical	910.00	.00	910.00	100.00	.00	100.00	810.00	11	61
686.191	Contract Services/Studies	2,040.00	.00	2,040.00	119.53	.00	244.38	1,795.62	12	121
686.195	Repair/Maint Svc Contract	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
686.196	Bank Charges/Fees	6,750.00	.00	6,750.00	.00	.00	1,372.54	5,377.46	20	2,471
686.199	Internal Engineering	20,000.00	.00	20,000.00	543.04	.00	1,671.60	18,328.40	8	1,921
686.1895	Employee wellness services	4,800.00	.00	4,800.00	.00	.00	241.64	4,558.36	5	211
687.202	Utility Billing Services	7,500.00	.00	7,500.00	90.69	.00	1,707.60	5,792.40	23	2,381
687.204	Janitorial Services	1,000.00	.00	1,000.00	273.43	.00	546.86	453.14	55	41
702.106	Interest- Bonds	32,639.00	.00	32,639.00	.00	.00	.00	32,639.00	0	7,321
702.110	Bond Principal	104,447.00	.00	104,447.00	.00	.00	.00	104,447.00	0	20,361
703.1001	Agent Fees	3,000.00	.00	3,000.00	1,612.50	.00	1,612.50	1,387.50	54	
720.001	Provision for Bad Debts	7,500.00	.00	7,500.00	625.00	.00	1,250.00	6,250.00	17	1,251
750.124	Transfers to General Fund	190,100.00	.00	190,100.00	15,841.67	.00	31,683.34	158,416.66	17	29,741
795.995	GF Cost Distribution	82,467.00	.00	82,467.00	6,872.25	.00	13,744.50	68,722.50	17	13,861
795.999	Allocation G&A Services	84,100.00	.00	84,100.00	5,613.87	.00	11,201.08	72,898.92	13	16,091
900.911	Sewer Improvement Projects	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	
900.3700	Wastewater Collection Sys	565,000.00	.00	565,000.00	.00	.00	.00	565,000.00	0	
900.4100	Vehicles	560,000.00	.00	560,000.00	.00	.00	.00	560,000.00	0	
900.4300	Other Equipment	7,000.00	(7,000.00)	.00	.00	.00	.00	.00	+++	
7999.9999	Principal Reclassified	(104,447.00)	.00	(104,447.00)	.00	.00	.00	(104,447.00)	0	(20,360)
9999.9999	Assets Reclassified	(1,282,000.00)	.00	(1,282,000.00)	.00	.00	.00	(1,282,000.00)	0	
Department 18 - Wastewater Collections Totals		\$1,635,652.00	\$0.00	\$1,635,652.00	\$101,346.64	\$63,391.83	\$231,716.83	\$1,340,543.34	18%	\$252,531
Department 34 - Regional Wastewater Plant										
400.101	Regular Pay	251,520.00	.00	251,520.00	20,929.79	.00	40,546.26	210,973.74	16	39,521
401.103	Overtime	9,931.00	.00	9,931.00	525.10	.00	1,253.41	8,677.59	13	1,991
401.105	On-call pay	7,020.00	.00	7,020.00	533.32	.00	1,066.64	5,953.36	15	1,061

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
405.114	FICA	20,538.00	.00	20,538.00	1,544.38	.00	3,004.26	17,533.74	15	2,988
406.116	Retirement	43,296.00	.00	43,296.00	3,397.56	.00	6,630.00	36,666.00	15	6,611
408.125	SCMIT Worker's Comp Ins.	11,509.00	.00	11,509.00	.00	1,303.32	1,303.32	8,902.36	23	1,388
410.001	Health Claims Cost	49,829.00	.00	49,829.00	4,119.48	.00	8,238.96	41,590.04	17	9,651
500.101	Supplies and Materials	2,300.00	.00	2,300.00	280.95	.00	466.42	1,833.58	20	1,051
500.102	Equipment	13,500.00	.00	13,500.00	.00	.00	4,622.13	8,877.87	34	41
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	.00	.00	260.23	3,739.77	7	488
512.108	Chemicals	135,250.00	.00	135,250.00	3,191.27	52,787.93	15,212.07	67,250.00	50	22,894
512.109	Laboratory Supplies	28,000.00	.00	28,000.00	892.96	4,621.94	2,325.42	21,052.64	25	6,221
515.121	Safety Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	
515.124	Department Supplies	.00	.00	.00	.00	.00	.00	.00	+++	71
515.129	Permit Fees Due To Others	9,100.00	.00	9,100.00	.00	.00	5,363.98	3,736.02	59	211
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	63.03	236.97	21	
600.110	SCMIRF Property/Liab Ins	235,052.00	.00	235,052.00	.00	.00	106,841.64	128,210.36	45	8,141
610.111	Communications- Landline	2,400.00	.00	2,400.00	157.37	.00	473.17	1,926.83	20	451
610.112	Postage	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
610.1110	Communications- Wireless	660.00	.00	660.00	65.64	.00	65.64	594.36	10	51
620.114	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	
640.124	Travel Expense	100.00	.00	100.00	14.00	.00	14.00	86.00	14	
650.127	Electricity	321,141.00	.00	321,141.00	26,218.97	.00	54,387.95	266,753.05	17	56,961
650.128	Water	3,394.00	.00	3,394.00	101.09	.00	188.27	3,205.73	6	621
650.130	Sanitation	3,239.00	.00	3,239.00	262.13	.00	524.26	2,714.74	16	521
650.133	Stormwater	2,602.00	.00	2,602.00	210.53	.00	421.06	2,180.94	16	421
650.134	Security Lights	4,288.00	.00	4,288.00	347.00	.00	694.00	3,594.00	16	691
650.1271	Electricity- Sales Tax	12,412.00	.00	12,412.00	933.49	.00	1,991.91	10,420.09	16	2,101
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	41
660.133	Repairs & Maint. Services	94,000.00	.00	94,000.00	11,916.16	47,000.00	14,164.55	32,835.45	65	7,501
660.139	Fleet Services-RTA Mtce Allocation	3,859.00	.00	3,859.00	53.60	.00	53.60	3,805.40	1	711
660.145	Gasoline & Oil	2,322.00	.00	2,322.00	59.73	.00	59.73	2,262.27	3	131
660.1391	Fleet Services -Departmental Expense Allocation	2,737.00	.00	2,737.00	66.04	.00	210.14	2,526.86	8	461
670.156	Equipment Rental/Lease	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	.00	425.00	0	91
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.183	Depreciation	2,471.00	.00	2,471.00	214.37	.00	428.75	2,042.25	17	361
685.186	Training	960.00	.00	960.00	.00	.00	112.00	848.00	12	71
685.190	Landfill Fees	100,000.00	.00	100,000.00	1,309.50	.00	4,063.78	95,936.22	4	5,281
686.187	Professional Services	33,850.00	.00	33,850.00	260.00	.00	260.00	33,590.00	1	261
686.189	Employee Medical	1,010.00	.00	1,010.00	.00	.00	.00	1,010.00	0	

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
686.195	Repair/Maint Svc Contract	2,220.00	.00	2,220.00	624.68	.00	903.53	1,316.47	41	90%
686.199	Internal Engineering	.00	.00	.00	1,086.06	.00	3,343.18	(3,343.18)	+++	3,85%
686.1895	Employee wellness services	3,240.00	.00	3,240.00	.00	.00	172.60	3,067.40	5	15%
687.204	Janitorial Services	.00	.00	.00	.00	.00	.00	.00	+++	17%
702.106	Interest- Bonds	176,751.00	.00	176,751.00	.00	.00	.00	176,751.00	0	
702.110	Bond Principal	572,810.00	.00	572,810.00	.00	.00	.00	572,810.00	0	
703.109	Agents Fee	5,800.00	.00	5,800.00	.00	.00	.00	5,800.00	0	1,61%
750.124	Transfers to General Fund	126,252.00	.00	126,252.00	10,520.99	.00	21,041.99	105,210.01	17	19,75%
795.995	GF Cost Distribution	54,770.00	.00	54,770.00	4,564.17	.00	9,128.34	45,641.66	17	9,20%
795.999	Allocation G&A Services	.00	.00	.00	5,613.87	.00	11,201.08	(11,201.08)	+++	16,09%
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	.00	.00	+++	7,09%
900.4300	Other Equipment	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	
900.7000	Regional Wstewtr Treatmnt	.00	.00	.00	968.32	(968.32)	968.32	.00	+++	
7999.9999	Principal Reclassified	(572,811.00)	.00	(572,811.00)	.00	.00	.00	(572,811.00)	0	
9999.9999	Assets Reclassified	(30,000.00)	.00	(30,000.00)	(968.32)	.00	(968.32)	(29,031.68)	3	(7,093
Sub Department 17 - Wastewater Treatment										
410.003	OPEB cost	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
685.183	Depreciation	639,354.00	.00	639,354.00	53,114.78	.00	106,229.37	533,124.63	17	106,55%
Sub Department 17 - Wastewater Treatment Totals		\$645,354.00	\$0.00	\$645,354.00	\$53,114.78	\$0.00	\$106,229.37	\$539,124.63	16%	\$106,55%
Department 34 - Regional Wastewater Plant Totals		\$2,432,001.00	\$0.00	\$2,432,001.00	\$153,128.98	\$104,744.87	\$427,330.67	\$1,899,925.46	22%	\$337,46%
EXPENSE TOTALS		\$4,067,653.00	\$0.00	\$4,067,653.00	\$254,475.62	\$168,136.70	\$659,047.50	\$3,240,468.80	20%	\$589,99%
Fund 0032 - Wastewater Fund Totals										
REVENUE TOTALS		4,067,653.00	.00	4,067,653.00	226,682.83	.00	542,236.16	3,525,416.84	13%	621,81%
EXPENSE TOTALS		4,067,653.00	.00	4,067,653.00	254,475.62	168,136.70	659,047.50	3,240,468.80	20%	589,99%
Fund 0032 - Wastewater Fund Totals		\$0.00	\$0.00	\$0.00	(\$27,792.79)	(\$168,136.70)	(\$116,811.34)	\$284,948.04		\$31,82%
Fund 0033 - Stormwater Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	1,150,000.00	.00	1,150,000.00	78,774.36	.00	157,523.32	992,476.68	14	141,86%
302.001	Penalties	8,500.00	.00	8,500.00	790.30	.00	1,519.19	6,980.81	18	1,70%
331.000	Federal Grants	402,000.00	.00	402,000.00	.00	.00	.00	402,000.00	0	
369.002	Miscellaneous Revenue	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	45%
395.001	Transfer from General Fund	309,418.00	.00	309,418.00	.00	.00	.00	309,418.00	0	
Department 00 - Revenue Totals		\$1,870,918.00	\$0.00	\$1,870,918.00	\$79,564.66	\$0.00	\$159,042.51	\$1,711,875.49	9%	\$144,02%
REVENUE TOTALS		\$1,870,918.00	\$0.00	\$1,870,918.00	\$79,564.66	\$0.00	\$159,042.51	\$1,711,875.49	9%	\$144,02%

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
400.101	Regular Pay	197,659.00	.00	197,659.00	16,313.29	.00	(33,413.09)	231,072.09	-17	33,120
401.103	Overtime	3,500.00	.00	3,500.00	92.04	.00	92.04	3,407.96	3	398
401.105	On-call pay	2,600.00	.00	2,600.00	200.00	.00	400.00	2,200.00	15	400
405.114	FICA	15,445.00	.00	15,445.00	1,150.38	.00	(2,758.30)	18,203.30	-18	2,351
406.116	Retirement	33,002.00	.00	33,002.00	2,568.89	.00	(5,152.34)	38,154.34	-16	5,271
408.125	SCMIT Worker's Comp Ins.	9,626.00	.00	9,626.00	.00	4,116.31	4,116.31	1,393.38	86	4,381
410.001	Health Claims Cost	52,202.00	.00	52,202.00	4,315.68	.00	8,631.36	43,570.64	17	8,631
410.002	Health Claim Costs-Retire	.00	.00	.00	.00	.00	.00	.00	+++	.
410.003	OPEB cost	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.
500.101	Supplies and Materials	2,450.00	.00	2,450.00	.00	.00	92.11	2,357.89	4	801
500.102	Equipment	6,000.00	.00	6,000.00	23,357.66	(23,357.66)	23,357.66	6,000.00	0	.
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	111.30	.00	296.80	4,103.20	7	298
513.112	Asphalt/Concrete/Gravel	7,000.00	.00	7,000.00	.00	3,820.00	.00	3,180.00	55	238
514.112	SW Collection Syst Supply	4,050.00	.00	4,050.00	.00	.00	.00	4,050.00	0	.
515.121	Safety Supplies	600.00	.00	600.00	.00	.00	.00	600.00	0	.
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	.00	300.00	0	.
600.110	SCMIRF Property/Liab Ins	56,632.00	.00	56,632.00	.00	.00	25,742.06	30,889.94	45	3,141
610.111	Communications- Landline	1,500.00	.00	1,500.00	112.32	.00	281.44	1,218.56	19	321
610.112	Postage	300.00	.00	300.00	17.97	.00	38.72	261.28	13	41
610.1110	Communications- Wireless	2,060.00	.00	2,060.00	41.44	.00	41.44	2,018.56	2	41
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	.
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	.
650.127	Electricity	5,199.00	.00	5,199.00	415.38	.00	833.79	4,365.21	16	851
650.128	Water	269.00	.00	269.00	21.44	.00	42.88	226.12	16	41
650.133	Stormwater	16,975.00	.00	16,975.00	1,373.40	.00	2,746.80	14,228.20	16	2,741
650.134	Security Lights	988.00	.00	988.00	80.00	.00	160.00	828.00	16	160
650.1271	Electricity- Sales Tax	22.00	.00	22.00	1.58	.00	3.26	18.74	15	.
660.105	COVID-19 Pandemic Expense	.00	.00	.00	20.00	.00	40.00	(40.00)	+++	.
660.133	Repairs & Maint. Services	33,500.00	.00	33,500.00	14,706.44	(10,572.80)	15,776.91	28,295.89	16	10,051
660.139	Fleet Services-RTA Mtce Allocation	10,180.00	.00	10,180.00	799.97	.00	2,224.41	7,955.59	22	1,331
660.145	Gasoline & Oil	17,810.00	.00	17,810.00	1,961.12	.00	1,961.12	15,848.88	11	1,101
660.1391	Fleet Services -Departmental Expense Allocation	14,782.00	.00	14,782.00	674.53	.00	4,286.50	10,495.50	29	2,201
660.1392	Fleet Svcs- Outside Vends	4,434.00	.00	4,434.00	.00	.00	.00	4,434.00	0	.
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	.
681.100	Capital Lease Principal	45,914.00	.00	45,914.00	.00	.00	.00	45,914.00	0	.
681.120	Capital Lease Interest	4,391.00	.00	4,391.00	.00	.00	.00	4,391.00	0	.
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	.
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.

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Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
685.183	Depreciation	520,611.00	.00	520,611.00	43,594.76	.00	87,189.61	433,421.39	17	85,641
685.186	Training	50.00	.00	50.00	.00	.00	.00	50.00	0	
686.187	Professional Services	5,040.00	.00	5,040.00	.00	2,610.85	166.65	2,262.50	55	33,333
686.189	Employee Medical	455.00	.00	455.00	.00	.00	.00	455.00	0	
686.195	Repair/Maint Svc Contract	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	
686.196	Bank Charges/Fees	5,000.00	.00	5,000.00	.00	.00	457.51	4,542.49	9	82,222
686.199	Internal Engineering	33,000.00	.00	33,000.00	1,086.06	.00	3,343.18	29,656.82	10	3,857
686.1895	Employee wellness services	3,300.00	.00	3,300.00	.00	.00	172.60	3,127.40	5	15,151
687.202	Utility Billing Services	2,800.00	.00	2,800.00	31.28	.00	588.83	2,211.17	21	82,222
687.204	Janitorial Services	750.00	.00	750.00	68.64	.00	137.28	612.72	18	4,444
690.002	Settlement Costs	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	
720.001	Provision for Bad Debts	1,550.00	.00	1,550.00	129.17	.00	258.34	1,291.66	17	25,252
750.124	Transfers to General Fund	170,607.00	.00	170,607.00	14,217.25	.00	28,434.50	142,172.50	17	26,842
795.995	GF Cost Distribution	49,415.00	.00	49,415.00	4,117.92	.00	8,235.84	41,179.16	17	8,303
795.999	Allocation G&A Services	31,350.00	.00	31,350.00	2,245.55	.00	4,480.43	26,869.57	14	6,433
900.956	Stormwater System Improvements EDA #04-79-07494	402,000.00	.00	402,000.00	.00	.00	.00	402,000.00	0	
900.4300	Other Equipment	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	
950.962	Drainage Improvements	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	
9999.9999	Assets Reclassified	(312,000.00)	.00	(312,000.00)	.00	.00	.00	(312,000.00)	0	
Department 40 - Storm Water Utility Exp. Totals		\$1,870,918.00	\$0.00	\$1,870,918.00	\$133,825.46	(\$23,383.30)	\$183,306.65	\$1,710,994.65	9%	\$211,479
EXPENSE TOTALS		\$1,870,918.00	\$0.00	\$1,870,918.00	\$133,825.46	(\$23,383.30)	\$183,306.65	\$1,710,994.65	9%	\$211,479
Fund 0033 - Stormwater Utility Fund Totals										
REVENUE TOTALS		1,870,918.00	.00	1,870,918.00	79,564.66	.00	159,042.51	1,711,875.49	9%	144,022
EXPENSE TOTALS		1,870,918.00	.00	1,870,918.00	133,825.46	(23,383.30)	183,306.65	1,710,994.65	9%	211,479
Fund 0033 - Stormwater Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$54,260.80)	\$23,383.30	(\$24,264.14)	\$880.84		(\$67,455)
Fund 0035 - Waste Management Fund										
REVENUE										
Department 00 - Revenue										
344.001	Refuse Col Chge-Resident	780,000.00	.00	780,000.00	64,772.79	.00	129,621.58	650,378.42	17	130,744
344.002	Refuse Col Chge-Comm	145,000.00	.00	145,000.00	12,714.97	.00	25,391.94	119,608.06	18	24,321
344.003	Sanitation Fee Penalties	15,000.00	.00	15,000.00	1,166.87	.00	2,336.16	12,663.84	16	2,944
361.001	Investment Earnings	.00	.00	.00	.23	.00	.46	(.46)	+++	
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	153.60	(153.60)	+++	
391.001	Sale of Assets	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	2,800
Department 00 - Revenue Totals		\$941,000.00	\$0.00	\$941,000.00	\$78,654.86	\$0.00	\$157,503.74	\$783,496.26	17%	\$160,811
REVENUE TOTALS		\$941,000.00	\$0.00	\$941,000.00	\$78,654.86	\$0.00	\$157,503.74	\$783,496.26	17%	\$160,811

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
400.101	Regular Pay	258,289.00	.00	258,289.00	24,622.08	.00	46,321.09	211,967.91	18	44,111.00
401.103	Overtime	19,560.00	.00	19,560.00	1,511.92	.00	5,549.14	14,010.86	28	2,170.00
405.114	FICA	21,255.00	.00	21,255.00	1,889.35	.00	3,765.97	17,489.03	18	3,270.00
406.116	Retirement	46,012.00	.00	46,012.00	3,930.09	.00	7,839.80	38,172.20	17	7,260.00
408.125	SCMIT Worker's Comp Ins.	12,577.00	.00	12,577.00	2,711.89	10,372.23	13,084.12	(10,879.35)	187	11,150.00
410.001	Health Claims Cost	60,782.00	.00	60,782.00	3,766.42	.00	7,532.84	53,249.16	12	8,280.00
410.002	Health Claim Costs-Retire	5,506.00	.00	5,506.00	(622.14)	.00	373.34	5,132.66	7	1,730.00
410.003	OPEB cost	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	.00
500.101	Supplies and Materials	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	560.00
501.101	Uniforms and Clothing	17,691.00	.00	17,691.00	.00	.00	681.35	17,009.65	4	2,050.00
515.121	Safety Supplies	2,000.00	.00	2,000.00	49.45	.00	49.45	1,950.55	2	100.00
600.110	SCMIRF Property/Liab Ins	4,616.00	.00	4,616.00	.00	.00	2,098.10	2,517.90	45	15,150.00
610.111	Communications- Landline	200.00	.00	200.00	10.70	.00	21.29	178.71	11	30.00
610.112	Postage	500.00	.00	500.00	36.38	.00	190.24	309.76	38	80.00
620.114	Advertising	800.00	.00	800.00	.00	.00	.00	800.00	0	.00
640.124	Travel Expense	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
650.127	Electricity	1,178.00	.00	1,178.00	104.48	.00	216.58	961.42	18	190.00
650.128	Water	485.00	.00	485.00	48.02	.00	87.05	397.95	18	70.00
650.129	Wastewater	750.00	.00	750.00	67.96	.00	128.34	621.66	17	120.00
650.130	Sanitation	456.00	.00	456.00	36.92	.00	73.84	382.16	16	70.00
650.133	Stormwater	52.00	.00	52.00	4.28	.00	8.56	43.44	16	0.00
650.134	Security Lights	542.00	.00	542.00	43.89	.00	87.78	454.22	16	80.00
650.1271	Electricity- Sales Tax	4.00	.00	4.00	.19	.00	.41	3.59	10	.00
660.105	COVID-19 Pandemic Expense	2,000.00	.00	2,000.00	162.40	.00	324.80	1,675.20	16	.00
660.136	Container Repairs	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
660.139	Fleet Services-RTA Mtce Allocation	30,731.00	.00	30,731.00	2,285.99	.00	5,479.16	25,251.84	18	4,520.00
660.145	Gasoline & Oil	44,753.00	.00	44,753.00	4,809.50	.00	4,809.50	39,943.50	11	3,180.00
660.1362	Roll-Out Purchases	30,000.00	.00	30,000.00	.00	10,192.50	10,725.63	9,081.87	70	.00
660.1391	Fleet Services -Departmental Expense Allocation	42,710.00	.00	42,710.00	1,454.02	.00	11,054.61	31,655.39	26	7,610.00
660.1392	Fleet Svcs- Outside Vends	4,012.00	.00	4,012.00	82.50	.00	746.25	3,265.75	19	120.00
681.100	Capital Lease Principal	47,658.00	.00	47,658.00	.00	.00	.00	47,658.00	0	.00
681.120	Capital Lease Interest	2,227.00	.00	2,227.00	.00	.00	.00	2,227.00	0	.00
685.180	Membership Dues and Fees	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
685.182	Other Operating Expenses	750.00	.00	750.00	.00	.00	51.00	699.00	7	.00
685.183	Depreciation	50,640.00	.00	50,640.00	4,635.49	.00	9,270.98	41,369.02	18	7,330.00
685.186	Training	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
685.190	Landfill Fees	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
686.189	Employee Medical	800.00	.00	800.00	150.00	.00	150.00	650.00	19	120.00

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
686.196	Bank Charges/Fees	2,500.00	.00	2,500.00	.00	.00	549.01	1,950.99	22	98
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	276.14	2,723.86	9	24
687.202	Utility Billing Services	4,500.00	.00	4,500.00	63.31	.00	1,191.93	3,308.07	26	1,66
687.203	Contract Services	67,500.00	.00	67,500.00	6,274.19	24,295.40	12,548.38	30,656.22	55	11,79
687.204	Janitorial Services	2,500.00	.00	2,500.00	336.90	.00	673.80	1,826.20	27	22
720.001	Provision for Bad Debts	1,500.00	.00	1,500.00	125.00	.00	250.00	1,250.00	17	25
730.120	Recycling Labor	37,000.00	.00	37,000.00	3,052.78	15,447.22	3,052.78	18,500.00	50	2,77
730.122	Recycling Operating	5,000.00	.00	5,000.00	412.64	.00	412.64	4,587.36	8	19
795.001	IT Internal Allocations	8,837.00	.00	8,837.00	465.69	.00	465.69	8,371.31	5	70
795.002	IT Billable Services	.00	.00	.00	.00	.00	415.87	(415.87)	+++	
795.995	GF Cost Distribution	87,277.00	.00	87,277.00	7,273.08	.00	14,546.16	72,730.84	17	14,66
Department 31 - Residential Sanitation Totals		\$941,000.00	\$0.00	\$941,000.00	\$69,795.37	\$60,307.35	\$165,103.62	\$715,589.03	24%	\$152,98
Department 32 - Commercial Sanitation										
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	(266
Department 32 - Commercial Sanitation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$266
EXPENSE TOTALS		\$941,000.00	\$0.00	\$941,000.00	\$69,795.37	\$60,307.35	\$165,103.62	\$715,589.03	24%	\$152,71
Fund 0035 - Waste Management Fund Totals										
REVENUE TOTALS		941,000.00	.00	941,000.00	78,654.86	.00	157,503.74	783,496.26	17%	160,81
EXPENSE TOTALS		941,000.00	.00	941,000.00	69,795.37	60,307.35	165,103.62	715,589.03	24%	152,71
Fund 0035 - Waste Management Fund Totals		\$0.00	\$0.00	\$0.00	\$8,859.49	(\$60,307.35)	(\$7,599.88)	\$67,907.23		\$8,10
Fund 0081 - Governmental Cap Assets										
EXPENSE										
Department 01 - Administration										
685.183	Depreciation	.00	.00	.00	50,072.61	.00	100,541.67	(100,541.67)	+++	101,64
900.0000	Capital Outlay Eliminatio	.00	.00	.00	(8,001.00)	.00	(8,001.00)	8,001.00	+++	(15,763
Department 01 - Administration Totals		\$0.00	\$0.00	\$0.00	\$42,071.61	\$0.00	\$92,540.67	(\$92,540.67)	+++	\$85,87
Department 05 - Police										
685.183	Depreciation	.00	.00	.00	38,669.03	.00	77,338.21	(77,338.21)	+++	87,68
Department 05 - Police Totals		\$0.00	\$0.00	\$0.00	\$38,669.03	\$0.00	\$77,338.21	(\$77,338.21)	+++	\$87,68
Department 12 - Public Works										
685.183	Depreciation	.00	.00	.00	8,039.71	.00	16,079.70	(16,079.70)	+++	16,07
Department 12 - Public Works Totals		\$0.00	\$0.00	\$0.00	\$8,039.71	\$0.00	\$16,079.70	(\$16,079.70)	+++	\$16,07
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$88,780.35	\$0.00	\$185,958.58	(\$185,958.58)	+++	\$189,64
Fund 0081 - Governmental Cap Assets Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
EXPENSE TOTALS		.00	.00	.00	88,780.35	.00	185,958.58	(185,958.58)	+++	189,64

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)



Budget Performance Report

19.C.5

Fiscal Year to Date 08/31/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0081 - Governmental Cap Assets	Totals	\$0.00	\$0.00	\$0.00	(\$88,780.35)	\$0.00	(\$185,958.58)	\$185,958.58		(\$189,648)
Fund 0086 - Seized and Forfeited										
REVENUE										
Department 00 - Revenue										
394.002	Transfer from fund balance	34,613.00	.00	34,613.00	.00	.00	.00	34,613.00	0	
Department 00 - Revenue	Totals	\$34,613.00	\$0.00	\$34,613.00	\$0.00	\$0.00	\$0.00	\$34,613.00	0%	\$0.00
REVENUE TOTALS		\$34,613.00	\$0.00	\$34,613.00	\$0.00	\$0.00	\$0.00	\$34,613.00	0%	\$0.00
EXPENSE										
Department 05 - Police										
500.101	Supplies and Materials	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
500.102	Equipment	9,500.00	.00	9,500.00	.00	.00	.00	9,500.00	0	
501.101	Uniforms and Clothing	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	157.29	245.95	157.29	796.76	34	15%
660.134	Radio Repairs	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
660.145	Gasoline & Oil	2,363.00	.00	2,363.00	421.20	.00	421.20	1,941.80	18	22%
685.180	Membership Dues and Fees	1,250.00	.00	1,250.00	.00	.00	800.00	450.00	64	80%
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
685.186	Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
685.191	Canine Unit Operations	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
686.194	Other Prof/Tech Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
Department 05 - Police	Totals	\$34,613.00	\$0.00	\$34,613.00	\$578.49	\$245.95	\$1,378.49	\$32,988.56	5%	\$1,182
EXPENSE TOTALS		\$34,613.00	\$0.00	\$34,613.00	\$578.49	\$245.95	\$1,378.49	\$32,988.56	5%	\$1,182
Fund 0086 - Seized and Forfeited	Totals									
REVENUE TOTALS		34,613.00	.00	34,613.00	.00	.00	.00	34,613.00	0%	
EXPENSE TOTALS		34,613.00	.00	34,613.00	578.49	245.95	1,378.49	32,988.56	5%	1,182
Fund 0086 - Seized and Forfeited	Totals	\$0.00	\$0.00	\$0.00	(\$578.49)	(\$245.95)	(\$1,378.49)	\$1,624.44		(\$1,182)
Grand Totals										
REVENUE TOTALS		37,432,073.00	.00	37,432,073.00	2,033,678.19	.00	4,183,893.44	33,248,179.56	11%	4,247,660
EXPENSE TOTALS		37,432,073.00	.00	37,432,073.00	1,777,138.37	1,232,237.07	4,749,436.74	31,450,399.19	16%	5,738,930
Grand Totals		\$0.00	\$0.00	\$0.00	\$256,539.82	(\$1,232,237.07)	(\$565,543.30)	\$1,797,780.37		(\$1,491,272)

Attachment: August 2021 Monthly Budget Report (3384 : August 2021 Finance and IT Monthly Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3375)**

Meeting: 09/16/21 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 3375

August 2021 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

SEPTEMBER
2021



Fire Prevention Bureau

	2021
	August
Inspections	34
Violations Found	31
Buildings without Violations	20
Buildings Cleared of Violations	4
Violations Corrected	10
Violations Not Corrected	1
3rd Party Inspection Review	0
Assemblies Inspected:	3
Business Inspected:	12
Educational Buildings Inspected:	1
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutional Inspected:	8
Mercantile Inspected:	7
Residential Inspected:	3
Storage Buildings Inspected:	0
Construction Meetings:	0
Plans Review:	4
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	2
Business License:	6
Citation Issued:	0

Public Education

Programs	1
Participants	125

Suppression Division

A Brief Look at Emergency Responses

August 2021

- Three Medical Calls; One Public Service Call
- Ten Medical Calls; Two Public Service Calls
- Six Medical Calls; Two Public Service Calls
- Seven Medical Calls; One False Alarm; Two Public Service Calls
- Eight Medical Calls; Six Public Service Calls
- One Medical Call; One MVA w/Extrication; One Public Service Call
- Nine Medical Calls; One False Alarm
- Four Medical Calls; One False Alarm
- Eight Medical Calls; One False Alarm; Two Public Service Calls
- Nine Medical Calls; Two Public Service Calls
- Six Medical Calls; One Detector Activation; One Haz-Mat Call; One Mutual Aid Call; Two Public Service Calls
- Five Medical Calls; One Alarm Activation; One Public Service Call
- Nine Medical Calls; One Alarm Activation
- Two Medical Calls; One Alarm Activation; One Public Service Call
- Four Medical Calls; Two Alarm Activations; One MVA; One Public Service Call
- Seven Medical Calls; One MVA; One Public Service Call
- Six Medical Calls; One Vehicle Fire
- Five Medical Calls; One MVA; One Smoke Scare; One Public Service Call
- Ten Medical Calls; Two Alarm Activations; Two False Alarms; One MVA
- Eight Medical Calls
- Four Medical Calls; One MVA; One Powerline Down; One Public Service Call
- Three Medical Calls
- Eight Medical Calls; Two MVA's; One Public Service
- Seven Medical Calls; One Public Service Call
- Three Medical Calls
- Nine Medical Calls; One Alarm Malfunction; One MVA; One Detector Activation; Two Public Service Calls
- Eight Medical Calls; One Public Service Call
- Three Medical Calls; One MVA; One Public Service
- Five Medical Calls; One Unauthorized Burn
- Three Medical Calls; One MVA; One Public Service Call
- Six Medical Calls; One Alarm Activation; Three Public Service Calls

Attachment: AUGUST 2021 FIRE REPORT (3375 : August 2021 Fire Report)



Total Call Volume	August		Year to Date	
	2021	2020	2021	2020
As defined by the National Fire Incident Report System				
Fires	1	1	42	23
Rescue Calls/EMS	196	205	1514	1389
Hazardous Conditions	2	8	36	44
Service Calls	36	33	228	212
Good Intent Calls	12	4	90	71
False Alarms	17	11	99	86
Weather/Flood	0	1	0	4
Special Incident Type	0	8	15	36
Total Calls	264	271	2024	1865

Save/Loss Analysis

	Losses	Property Values
August 2021	\$ 5,500	\$ 5,500
August 2020	\$ 11,000	\$ 88,200
Year to Date	\$ 293,175	\$ 2,958,960

Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.

Mutual Aid Calls

	August	YTD
To Georgetown County Fire	1	13
To Midway Fire	0	11
To other Departments	0	0
From Georgetown County Fire	0	0
From Midway	0	0
From other Departments	0	0

	August	YTD
Staff Training Hours	1208.25	8824.67

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3382)**

Meeting: 09/16/21 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Natrona Simmons

Initiator: Isaac Williams

Sponsors:

DOC ID: 3382 A

August 2021 Fleet service Report

FLEET SERVICES MONTHLY REPORT (FY 21-22)

Task	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Repairs	73	84										
Preventative Maintenance	14	11										
Tires repaired or Replaced	29	32										
Services Past Due	-											
Monthly Totals	116	127	-	-	-	-	-	-	-	-	-	-

Cummulative
157
25
61
-
243

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3398)**

Meeting: 09/16/21 05:30 PM
Department: Police Department
Category: Report
Prepared By: Patrice Coachman
Initiator: William Pierce
Sponsors:
DOC ID: 3398

GPD - August 2021 Monthly Report

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS
JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Georgetown Police Department
WILLIAM PIERCE, DEPUTY CHIEF OF POLICE
Office: (843)545-4300
Fax: (843)520-5848

September 3, 2021

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

Dear Mayor Brendon Barber, Sr. and Council Members:

On August 3rd we hosted our annual National Night Out event after missing last year due to COVID. The event was originally scheduled to be held at the GPD, but needed to be relocated at the last minute due to inclement weather. Georgetown County Parks and Rec stepped-up and opened their doors at the Beck Center so the event could proceed on-schedule. The event was well-attended, and everyone had a great time!

On August 4th I received notification from the Georgetown County Chamber of Commerce of acceptance into the 29th class of Leadership Georgetown County. Each year, the Georgetown County Chamber of Commerce selects leaders to participate in a unique 10-month experience that grants class members access to influential people and significant sites throughout South Carolina as well as hands-on experiences with community issues. The first meeting was held on August 11th.

During the month of August active shooter training was conducted at Howard School. The training division held multiple sessions to ensure all sworn GPD officers were able to attend. This is mandated training on building clearing and what to do in active shooter situations.

In August, the Georgetown Police Department partnered with Food Share of Georgetown County to prepare boxes of fresh vegetables to be distributed into the community. Food Share's goal is to enhance the quality of life in our community, connecting families and individuals to fresh fruits and vegetables through the use of their Fresh Food Box. On August 18th members of the GPD were on-site to help pack boxes of fresh produce for delivery.

On August 20th we prepared a pre-game meal to feed the Georgetown High School varsity football team before their season-opener with Phillip Simmons.

On August 26th Danika L. Bass, BA from DHEC came to the police department to train and certify our instructors on Project LEON. Project LEON is a comprehensive program designed to train first responders on the identification, treatment, and reporting of drug overdoses from opiates. We first trained and began using this program early in 2017. This latest training will allow our instructors to train all new hires without having to schedule sessions with DHEC.

2222 Highmarket Street
Georgetown, SC 29440

Honorable Mayor Brendon Barber, Sr.
And Members of City Council
September 3, 2021
Page 2 of 2

On August 27th three officers graduated from basic law enforcement certification training at the South Carolina Criminal Justice Academy. Congratulations to Officers Reginald Fitzgerald, Joseph Muto, and David Knight!

On August 30th Jesse Scott began work for the GPD. Officer Scott is a certified law enforcement officer previously working for the Horry County Police Department. We look forward to having Officer Scott continue his career with the City of Georgetown!

Sincerely,

A handwritten signature in black ink, appearing to read "W. A. Pierce", followed by a horizontal line.

William Pierce,
Deputy Chief of Police

Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls for Service	944	820	1085	1159	1188	1002	1117	1171					8486
Incident Reports	162	133	159	163	171	172	169	198					1327
Arrest	31						39	57					127
Traffic Accidents													
Calls for service	37	57	73	70	69	89	74	63					532
TR310s completed	23	38	51	51	48	54	54	53					372
UTT	49	70	87	99	83	89	85	159					721
Male	33	42	51	62	55	51	52	98					444
Female	16	28	36	37	28	32	33	61					271
Caucasian	21	39	25	35	32	32	42	67					293
African American	22	19	31	40	26	21	26	45					230
Hispanic	0	3	9	4	11	3	1	10					41
Other	6	9	22	20	14	33	16	38					158
Warning/Public Contact	27	30	44	54	77	52	55	112					451
Male	15	18	29	32	34	25	32	61					246
Female	12	12	15	22	43	27	23	51					205
Caucasian	14	17	17	21	37	23	32	48					209
African American	5	3	10	12	10	9	10	21					80
Hispanic	0	0	0	1	6	0	0	5					12
Other	8	10	17	20	24	20	13	38					150
Property Check	236	57	39	46	162	51	107	725					1423
Signal 99	62	52	56	66	100	44	46	109					535
Overdose													
Non-death		0	2	0	1	1	10	4					18
Death		0	0	0	0	0	1	1					2
Narcan		0	0	0	1	1	3	1					6
Parking Tickets	0	2	2	4	37	24	63	19					151

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3377)**

Meeting: 09/16/21 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Matt Millwood

Initiator: Christopher Inglese

Sponsors:

DOC ID: 3377

August 2021 Housing & Community Development Report

Planning & Community Development
Monthly Report
August 2021

Boards & Commissions:	Applications Heard:
ARB	3
BZA	0
Planning Commission	Workshop
CAB	0
CBA	0
TRC	0

Permit Type:	# of permits issued:
Commercial Permits	8
Residential Permits	28
Sign Permits	4

Inspection Type:	# of Inspections:
C/O's Issued	4
Stop Work	1
Inspections	114
TRC	0
Plan Review & Sign	3
Business Licenses	7
Total	

Code Enforcement:	# Issued:
Letters for Violations	25
Citations Issued	0
Complaints referred to other departments	5

Director's Report

- Continue discussions and drafting of new Urban Core Overlay District.
- Attend Take Back the Night event.
- Tour of electric department operations and water department operations.
- Create preliminary draft of the Future Land Use map for the Comprehensive Plan update.
- Secure temporary building inspections/plan review services.
- Attend student presentations of Front Street promotion and marketing.
- Present ARB applications.
- Meetings with County re: Economic Development and farmers market.
- Meetings regarding the CDBG demolition grant.
- Meetings with landowners regarding potential development in the City.
- Draft vehicle loading and unloading ordinance amendments.
- Attend Homeless Justice Project CLE.

Community Planner/GIS Technician

- Survey/plat approvals for 213 Front, 210 Church, 108 N. Hazard, and 528 Front St.

- Sent off the FEMA National Flood Insurance Program (NFIP), Credit Rating System (CRS) recertification to the Insurance Services Office which was due August 1st. This entails massive amounts of documentation and organizing all the outreach projects we do annually, and the Elevation Certificates that we get on all new and substantially improved structures in the floodzones. Notice came back
- Continue to work with the WRCOG and the Task Force on the 2021 Comprehensive Plan update. We are still waiting on WRCOG to finish up a couple draft elements but I went ahead and drafted the new Future Land Use map to save them some time. We hope to get the public community meetings for this Comp Plan started next month and then to the Planning Commission in October.
- Worked with Chris on the amendments and edits to the newly proposed Urban Core Overlay District (UCOD) that runs along South Fraser, North Fraser to 5-Points, and Church Street. These amendment will help grow and shape the future development in these vital corridors through Georgetown.
- Helped fill in for Code Enforcement with drafting letters for code compliance and working with Cindy to make sure complaints are addressed.
- Started working on getting ArcGIS Online up and running for our employees. I have viewed some training modules and talked with the guys at ESRI (ArcGIS) to help make this software transition. Nick (IT) is helping us with this.

FRIENDS OF THE KAMINSKI HOUSE REPORT – August 2021

- Visitors for August came from 26 different states and 2 foreign countries (Spain and Haiti). For the Fiscal year to date, visitors have come from 33 different states and 4 foreign countries. The majority of our visitors continue to come from South Carolina.
- Given that the museum was closed to the public due to covid last August, our visitation statistics show a 100% increase for the year. When compared to the visitor numbers from FY 2019-2020, our August numbers are down about 7% and our fiscal year-to-date numbers are down 16%.
- Public program plans announced for the fall/winter. Upcoming programs:
 - Saturday, October 23 – Family Fun and Literacy Day
 - Sunday, October 24 – Oyster Roast fundraiser
 - Sunday, November 7 – Jazz Concert on the Lawn
 - Friday, December 10 – Saturday, December 11 – Holiday Magic at the Kaminski House
 - Sunday, February 20 – 2022 Wedding Showcase
- Preservation and Maintenance Projects Completed:
 - The Kaminski House went through a pest control inspection and Metro Wildlife and Pest Control has been contracted to seal up possible pest entryways throughout the building.
 - Thanks to volunteers from Coast Guard Station Georgetown, rotten boards were replaced and painted on the front porch of the Kaminski House.
 - The historic shutters on the first-floor front façade of the Kaminski House were sanded and painted.
- The Interior Stabilization Project committee met with three respondents to an RFQ for a Manager at Risk company. Contract negotiation are currently in progress to hire the top company.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3376)**

Meeting: 09/16/21 05:30 PM

Department: Administration

Category: Report

Prepared By: Gladys Rutledge-Livingston

Initiator: Gladys Rutledge-Livingston

Sponsors:

DOC ID: 3376

August 2021 HR/Risk Management

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

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

Executive Office
(843) 545-4001

August 2021 Human Resources / Risk Management Monthly Report

New Hires:

Department	Employee Name	Position
Police	Jesse Scott	Police Officer III

Separations:

Department	Employee Name	Position
Police	Kelvin Waites	Chief of Police
Public Works	David Hines	Heavy Equipment Operator I
Electric	Thomas Rogers	Electric Lineman "C"

Promotions:

Department	Employee Name	Position
Electric	Bradley Wimberly	Lead Line Technician

Open Positions:

Department	Job Title
Public Works	Heavy Equipment Operator II
Electric Line Technician C, B or A	Electric
Public Works	Heavy Equipment Operator Crew Leader

Risk Management

- August 2021 claims status for SCMIT and SCMIRF.
 - Workers Compensation Claims – 2
 - Vehicle Claims – 0
 - Property Claims – 0
- Safety Committee Meeting & Claims Review was held on August 25, 2021.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3374)**

Meeting: 09/16/21 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 3374

August 2021 Municipal Court Report

Municipal Court Monthly Report - Calendar Year 2021

Cases Disposed	January		February		March		April		May		June	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	6	\$ 2,955.00	0	\$ -	12	\$ 3,293.50	47	\$ 10,334.91	32	\$ 6,679.85	11	\$ 2,708.50
Served Time	12	\$ 7,440.50	7	\$ 6,367.50	13	\$ 8,112.50	7	\$ 6,782.50	21	\$ 20,432.50	2	\$ 930.00
Scheduled Time Payment	11	\$ 7,037.49	0	\$ -	10	\$ 3,790.42	34	\$ 14,717.27	17	\$ 8,304.07	16	\$ 7,042.92
NRVC	6	\$ 2,243.75	0	\$ -	11	\$ 4,351.15	20	\$ 6,919.00	15	\$ 3,701.75	12	\$ 10,450.00
Tried in Absence	37	\$ 34,012.00	0	\$ -	24	\$ 21,260.36	62	\$ 39,363.71	38	\$ 32,302.45	26	\$ 20,941.28
Parking Tickets Paid	0		0	\$ -	1	\$ 10.00	5	\$ 50.00	37	\$ 435.00	23	\$ 230.00
Nolle Prosequi/Dismissed/Not Guilty	21		4	\$ -	31	\$ -	130	\$ -	55		52	
Transferred to General Sessions Court	34		19	\$ -	39	\$ -	29	\$ -	20		15	
Voided	0		0	\$ -	0	\$ -	1	\$ -			5	
Fine Suspended	0		0	\$ -	0	\$ -	0	\$ -				
Total	127	\$ 53,688.74	30	\$ 6,367.50	141	\$ 40,817.93	335	\$ 78,167.39	235	\$ 71,855.62	162	\$ 42,302.70

Cases Disposed	July		August		September		October		November		December	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	23	\$ 3,550.75	13	\$ 2,838.75								
Served Time	3	\$ 1,802.50	2	\$ 1,702.50								
Scheduled Time Payment	8	\$ 3,409.70	27	\$ 14,355.25								
NRVC	20	\$ 4,985.00	4	\$ 850.00								
Tried in Absence	9	\$ 6,041.83	11	\$ 9,375.00								
Parking Tickets Paid	31	\$ 385.00	22	\$ 350.00								
Nolle Prosequi/Dismissed/Not Guilty	34		64									
Transferred to General Sessions Court	16		29									
Voided	6		2									
Fine Suspended												
Total	150	\$ 20,174.78	174	\$ 29,471.50	0	\$ -	0	\$ -	0	\$ -	0	\$ -

Cases Disposed	Cumulative Totals	
	# of Cases Disposed	Fine Amounts
Paid	144	\$ 32,361.26
Served Time	67	\$ 53,570.50
Scheduled Time Payment	123	\$ 58,657.12
NRVC	88	\$ 33,500.65
Tried in Absence	207	\$ 163,296.63
Parking Tickets Paid	119	\$ 1,460.00
Nolle Prosequi/Dismissed/Not Guilty	391	\$ -
Transferred to General Sessions Court	201	\$ -
Voided	14	\$ -
Fine Suspended	0	\$ -
Total	1354	\$ 342,846.16

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3388)**

DOC ID: 3388

Meeting: 09/16/21 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Natrona Simmons

Sponsors:

August 2021 Public Works Department Report

PUBLIC WORKS MONTHLY REPORT (FY 2021-2022)

Division	Task	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Cummulative
Curbside Debris	Yard Waste: Leaves, Grass & Straw collected (Net Tons)	203	161											364
Curbside Debris	Brown & White Goods collected (Net Tons)	154	94											248
Garbage Collections	Residential Solid Waste Collection (Net Tons)	375	366											741
Recycle Collections	Recyclables Collected (Net Tons)	14	12											26
	Monthly Totals (Net Tons)	746	633	-	-	-	-	-	-	-	-	-	-	1,379

PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2021-2022)

Division	Task	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Cummulative
Solid Waste Maintenance	# of work orders requests completed for roll-out cart repairs, new roll out cart deliveries, and/or replacements and recycle bins	71	46											117
Streets/Curbside Crews	Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks	36	80											116
	Monthly Work Orders Totals	107	126	-	-	-	-	-	-	-	-	-	-	233
Grounds Maintenance	Assigned areas consists of grass cutting, park and sidewalk maintenance, litter, curbside and garbage collections.													

KEEP GEORGETOWN BEAUTIFUL - RESIDENTIAL CLEAN SWEEP

Historic District (Central Location will be East Bay Park Boat Landing Parking Lot)

Sept. 20th and 21st Dozier Street to West of Broad Street from Front to Church Streets

Sept. 27th and 28th Dozier Street to East of Broad Street to Greenwich from Front to Church Streets

Willowbank & Country Club Estates (Central Location will be Barauch Park)

October 5th Williwobank Road, Black River Road and Bonds Street

October 6th East of South Fraser Street from Church Street to Pyatt Street, Country Club Estates and Richmond Drive

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3381)**

Meeting: 09/16/21 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Gunter

Initiator: Will Gunter

Sponsors:

DOC ID: 3381

August 2021 Water Utilities Report

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2022)

Description of Work Performed	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	28.769	28.224											56.993
Average Daily Flow Finished Water (MGD)	0.928	0.910											1.838
King Well (MG)	6.493	6.610											13.103
Maryville Well (MG)	7.626	7.738											15.364

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	130.787	158.660											289.447
Average Daily Influent Flow (MGD)	4.219	5.118											9.337
Effluent Flow Total (MG)	106.432	141.910											248.342
Average Daily Effluent Flow (MGD)	3.433	4.578											8.011
Rainfall Total (Inches)	8.750	6.260											15.010

Water Distribution

Work Orders Completed	73	75											148
Water Leak Repairs	21	21											42
Water Meter Replacements	4	2											6
Locates Completed	80	130											210

Wastewater Collection

Work Orders Completed	46	30											76
Backup Responses	23	18											41
Locates Completed	80	130											210
Routine Line Cleaning													0

Maintenance

Work Orders Completed	37	41											78
Work Orders on Pump Stations Completed	0	14											14
Work Orders for the WWTP Completed	2	4											6
Work Orders for the WTP Completed	1	1											2

Stormwater

Work Orders Completed	5	9											14
Locates Completed	80	130											210
Routine Line and Ditch Cleaning													