REGULAR MEETING OF CITY COUNCIL
AUGUST 15, 2019 – 5:30 PM
MUNICIPAL COURTROOM
GEORGETOWN, SOUTH CAROLINA

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

1. **CALL TO ORDER**

2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**

3. **INVOCATION & PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENTS**

5. **INTRODUCTION OF NEW EMPLOYEES**

6. **PROCLAMATION**
   - A. **Motion to approve Proclamation proclaiming September 2019 as Airbag Recall Repair Month.**

7. **PLANNING & COMMUNITY DEVELOPMENT**
   - A. **Motion to approve first reading of an ordinance rezoning 13.96 acres of land, owned by the City of Georgetown, from Public Service (PS) to Limited Industrial (LI).**
   - B. **Motion to approve first reading of an ordinance to amend Chapter 20, Article X, City Maritime Mooring Field, Boats, and Abandoned Vessels of the Code of Ordinances for the City of Georgetown.**

8. **POLICE DEPARTMENT**
   - A. **Motion to approve service agreement and payment to Saint Frances Animal Center in the amount of $75,000 for fiscal year 2019-2020.**

9. **ELECTRIC UTILITIES**
   - A. **Motion to approve General Consulting Agreement with Coastal Structures.**

10. **WATER DEPARTMENT**
    - A. **Motion to accept proposal and allow staff to enter into contract with McKim & Creed for the year three upgrades of the existing SCADA system for the not to exceed amount of $160,000.00.**
    - B. **Motion to approve first reading to amend the Pretreatment Ordinance to reflect updates as required by the South Carolina Department of Health and Environmental Control as a condition of the City's 2019 NPDES Wastewater Permit.**

11. **ENGINEERING**

- A. **Motion to approve resolution authorizing SCDOT to proceed with Black River Road Widening project.**

12. **ADMINISTRATION DEPARTMENT**

- B. **Motion to approve first reading of an Ordinance to Amend Chapter 2 Articles II "Compensation of Members" And III "Compensation of Mayor" Of the Code of Ordinances for the City of Georgetown.**

13. **CITY ADMINISTRATOR REPORT**

14. **MINUTES**

- A. **Motion to approve minutes from Council Meetings dated June 20 and June 27, 2019.**

15. **OLD BUSINESS**

16. **NEW BUSINESS**

17. **DEPARTMENT MONTHLY REPORTS**

- A. **July 2019 Municipal Court Report**
- B. **July 2019 Electric Utility Department Report**
- C. **July 2019 Engineering Monthly Report**
- D. **July 2019 Fire Report**
- E. **July 2019 Fleet service Report**
- F. **July 2019 Housing & Community Development Report**
- G. **July 2019 Monthly Report**
- H. **July 2019 Public Works Department Report**
- I. **July 2019 Water Utilities Monthly Report**
- J. **July 2019 Finance and IT Departments Report**

18. **EXECUTIVE SESSION**

- A. **Motion to adjourn Regular Meeting and enter Executive Session pursuant to Section 30-4-70(a)(1)(2) to discuss appointments to Community Appearance Board, Construction Board of Appeals, Planning Commission, and ARB and to discuss the DMO contract with the Chamber.**
- B. **Motion to adjourn Executive Session and reconvene Regular Meeting.**
- C. **NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**
- D. **COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.**

19. **FINANCE**

- A. **Motion to approve Memorandum of Understanding naming Georgetown County Chamber of Commerce as the City's Designated Marketing Organization for Fiscal Year 2019/2020.**

20. **APPOINTMENTS**

21. **ADJOURNMENT**

MAYORAL PROCLAMATION
AIRBAG RECALL REPAIR MONTH

WHEREAS, 2,000 vehicles in Georgetown and 193,000 vehicles in South Carolina have unrepaired, recalled airbags that put drivers and passengers at risk of death and injury; and

WHEREAS, residents of Georgetown are at higher risk because of the increased high heat and humidity, potentially transforming these recalled airbags from life-saving devices to life-threatening ones, leaving local drivers and passengers more vulnerable to injury or death in a crash than others; and

WHEREAS, the National Safety Council's *Check to Protect* program is educating residents about these defective airbags through a comprehensive approach to vehicle recall awareness; and

WHEREAS, local businesses and organizations in South Carolina are taking action to help ensure drivers and passengers know about free recall repairs, and remain safe in the event of a crash; and

WHEREAS, it is the responsibility of all who put themselves behind the wheel to check their vehicles regularly for open recalls, and to make safety a priority by getting their defective airbags repaired immediately; and

WHEREAS, urging all citizens of our community to become aware of the inherent danger of unrepaired airbag recalls, and for drivers and passengers alike to ensure each other's safety through a commitment to recall awareness and immediate action to fix open recalls; and

NOW, THEREFORE, I, Brendon M. Barber Sr., as Mayor of the City of Georgetown, South Carolina, do hereby proclaim September 2019 to be

Airbag Recall Repair Month

And urge all residents to do their part to increase safety and recall awareness in our community.

Signed, Sealed, and Dated this 15th day of August 2019.

ATTEST:

Brendon M. Barber, Sr. Mayor	Stephanie Buccione City Clerk

AN ORDINANCE REZONING APPROXIMATELY 13.96 ACRES OWNED BY THE CITY OF GEORGETOWN, LOCATED ON THE WEST SIDE OF SOUTH FRASER STREET, FROM PUBLIC SERVICE (PS) TO LIMITED INDUSTRIAL (LI)

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

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

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

WHEREAS, following the public hearing on July 23, 2019 and the 4-0 vote in favor of rezoning by the Planning Commission, the Mayor and City Council of the City of Georgetown have determined that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning from Public Service (PS) to Limited Industrial (LI), property totaling approximately 13.96 acres located on South Fraser Street, identified by the Georgetown County Tax Map as TMS# (05-0047-017-00-00). Parcel will also be included in the Design Overlay District for Main Corridors.

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

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

Rezoning from Public Service (PS) to Limited Industrial (LI), property totaling approximately 13.96 acres located on South Fraser Street, identified by the Georgetown County Tax Map as TMS# (05-0047-017-00-00). Parcel will also be included in the Design Overlay District for Main Corridors.

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

ATTEST:

______________________________	______________________________
Stephanie Buccione, City Clerk	Brendon M. Barber, Sr., Mayor
First Reading: __________________	Approved as to Form:
Second Reading: ________________	______________________________
	Elise F. Crosby, City Attorney

REFERENCES:

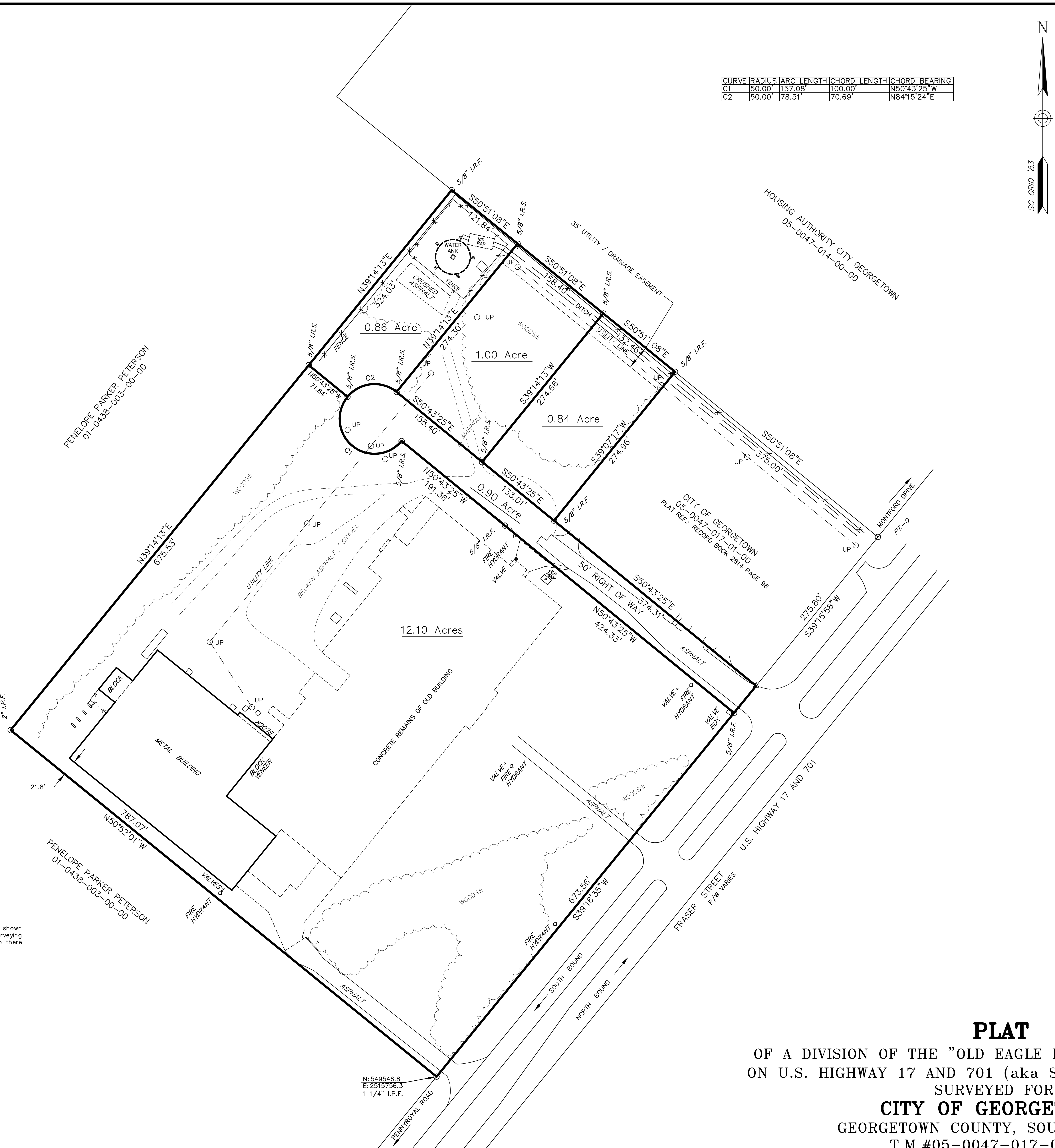
1. PLAT RECORDED IN PLAT SLIDE BOOK 702 PAGE 8.
2. DEED RECORDED IN RECORD BOOK 1334 PAGE 7.

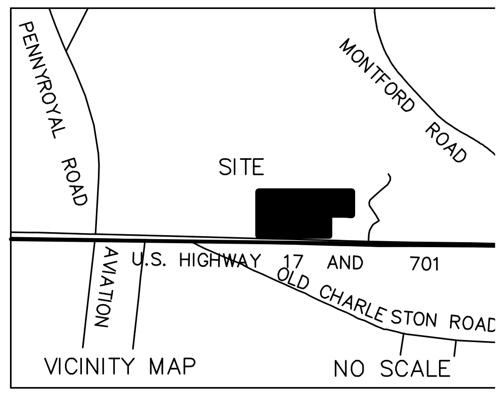
NOTES:

1. THIS PROPERTY IS LOCATED IN FLOOD ZONE X.
2. OWNER OF RECORD: CITY OF GEORGETOWN
   P.O. BOX 939
   GEORGETOWN, SC 29442
3. ZONED: PS
   *BUILDING SETBACKS: FRONT = 50'
   SIDE = 10'
   STREET SIDE = 15'
   REAR = 10'
   LOT WIDTH MIN.= 60'
   MINIMUM AREA = 10,000 SQ.FT.
   * SETBACKS TO BE VERIFIED BY CITY OF GEORGETOWN (AND IF APPLICABLE, VERIFIED BY APPROPRIATE HOA OR ARB).
4. THIS PROPERTY IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. NO TITLE SEARCH PERFORMED BY THIS OFFICE.
5. THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITY APPEARING ON SAID SURVEY. THIS SURVEY DOES NOT EXTEND TO ANY UNNAMED PERSON(S) OR ENTITY WITHOUT AN EXPRESSED RECERTIFICATION BY L. BRUCE ABBOTT.
6. THIS SURVEY IS NULL AND VOID IF SIGNATURE AND EMBOSSED SEAL ARE ABSENT.
7. ALL BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON SOUTH CAROLINA STATE PLANE COORDINATE SYSTEM 1983. DISTANCES SHOWN HEREON ARE HORIZONTAL (GROUND) DISTANCES, NOT GRID DISTANCES.

GCROD

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	50.00'	157.08'	100.00'	N50°43'25"W
C2	50.00'	78.51'	70.69'	N84°15'24"E





CERTIFICATE OF APPROVAL FOR RECORDING

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HERE HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR CITY OF GEORGETOWN, SOUTH CAROLINA, WITH THE EXCEPTION OF SUCH VARIANCE, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE CLERK OF COURT.

DATE ______________

____
CHAIRMAN, PLANNING COMMISION

"I hereby state that to the best of my professional knowledge, information, and belief, the survey shown herein was made in accordance with the requirements of the Standards of Practice Manual for Surveying in South Carolina, and meets or exceeds the requirements for a Class B as specified therein; also there are no visible encroachments or projections other than shown."

SOUTH CAROLINA
TIDEWATER LAND SURVEYING LLC
No. 5648
CERTIFICATE OF AUTHORIZATION

SOUTH CAROLINA
REGISTERED PROFESSIONAL
LAND SURVEYOR
No. 29504
L. BRUCE ABBOTT

TIDEWATER
LAND SURVEYING LLC
36 NEW CASTLE LANE
PAWLEYS ISLAND, SC 29585

L. BRUCE ABBOTT SCPLS#29504
843-833-2190 Lbruceabbott@gmail.com

PLAT

OF A DIVISION OF THE "OLD EAGLE ELECTRIC PLANT" SITE
ON U.S. HIGHWAY 17 AND 701 (aka SOUTH FRASER STREET)
SURVEYED FOR

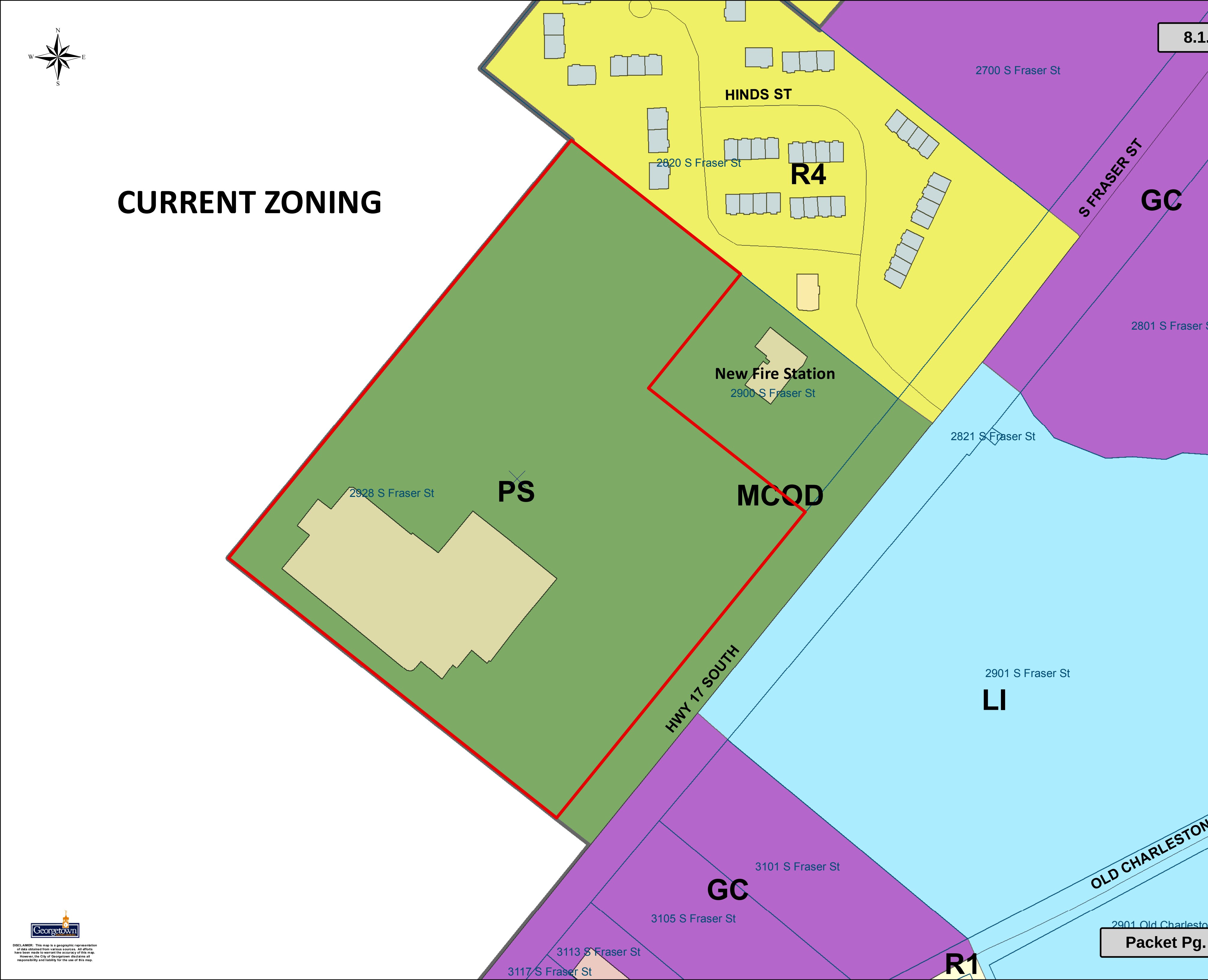
CITY OF GEORGETOWN

GEORGETOWN COUNTY, SOUTH CAROLINA
T.M.#05-0047-017-00-00
JULY 14, 2019

0 50 100 150 200
ONE INCH = 100'

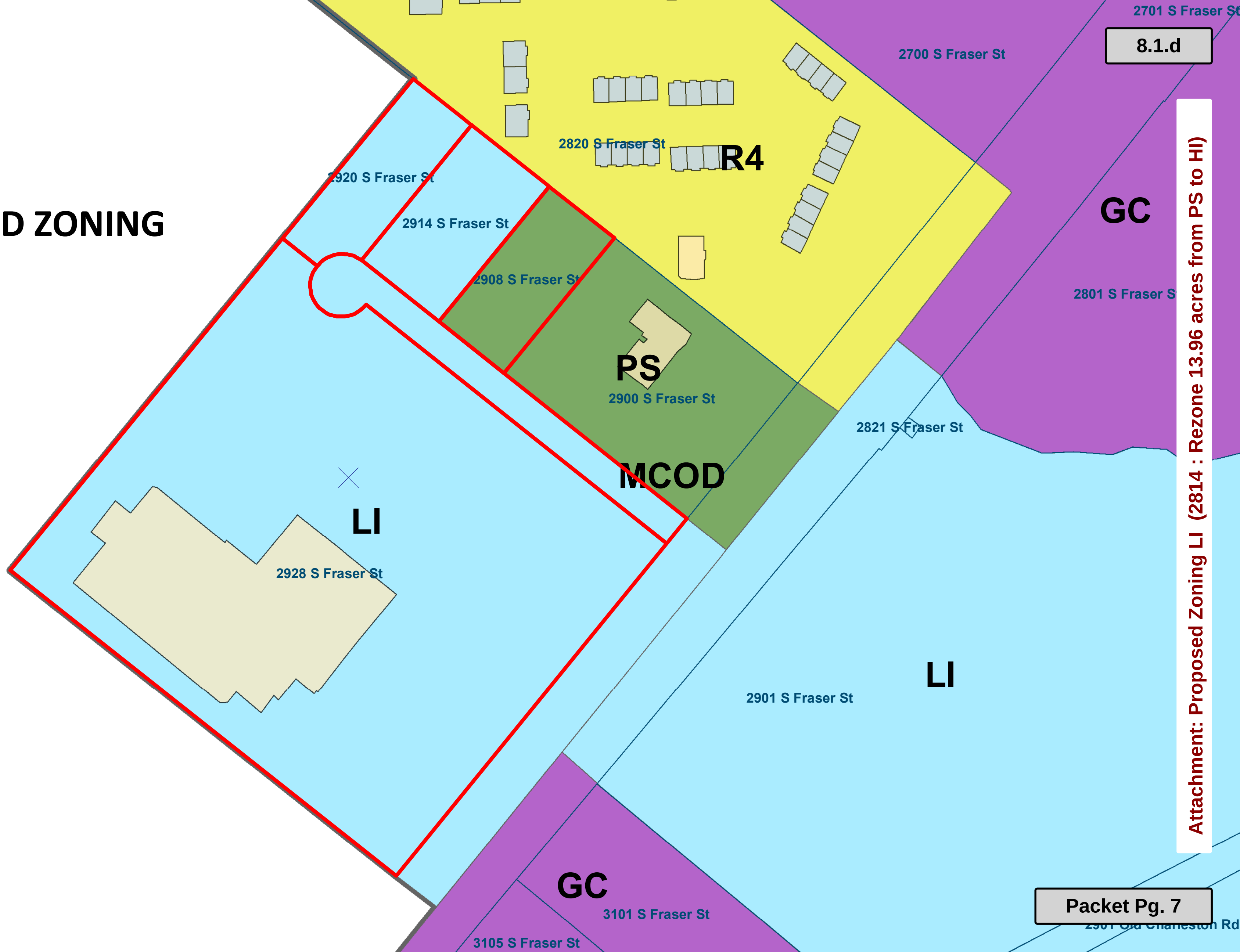
Attachment: COG Eagle Site 2019 7-17-19 (2814 : Rezone 13.96 acres from PS to HI)

CURRENT ZONING



Georgetown

PROPOSED ZONING



AN ORDINANCE TO AMEND CHAPTER 20 ARTICLE X "CITY MARITIME MOORING FIELD, BOATS, AND ABANDONED VESSELS" OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN

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

WHEREAS, The City Council of the City of Georgetown recognizes the importance of the Sampit River to the citizens, merchants, and visitors; and

WHEREAS, The City Council enacted an ordinance 2013 establishing a maritime field for mooring buoys and to address abandoned vessels; and

WHEREAS, The City recognizes some amendments to the ordinance are necessary to be consistent with proposed contractual arrangements within the City Maritime Field;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 20, be amended as follows:

ARTICLE VII. MOORING BUOYS

ARTICLE X. CITY MARITIME MOORING FIELD, BOATS, AND ABANDONED VESSELS

§20-140 Scope and Purpose.

The provisions of this article are intended to address use of the Sampit River along the City Harborwalk side of Goat Island, from Morgan Park to the Kaminski House, for the benefit of the citizens and boating community, to encourage safety for the boating public and along the waterfront, and promote scenic beauty. The provisions of this article are intended to address mooring buoys, river use, law enforcement, and abandoned vessels in a manner consistent with state law, including but not necessarily limited to Title 50 of the South Carolina Code of Laws, which shall govern all activity and matters related to watercraft on the waters, and the shores and banks of the Sampit River as identified herein, located within the jurisdictional limits of the City of Georgetown.

It is the intent of the City, that any action taken with regard to South Carolina Code of Laws, Title 50, Chapter 21, Section 190, Abandoning Watercraft or Outboard Motor; Penalty; Removal, will be done in coordination with the South Carolina Department of Natural Resources.

§20-141 Definitions.

Except where the context clearly indicates otherwise, the following terms and phrases as used in this definition shall have the following meanings:

(1) *Abandon* or *abandoned* describes any nuisance watercraft that has been anchored, moored, stranded, wrecked, sinking or sunk, or that is no longer functional for its primary purpose, or has been left unattended for longer than forty-five (45) days. A watercraft is not abandoned if it is legally moored or is legally and permissively on private property.

(2) *Abandon or abandoning* means the act of anchoring, mooring, stranding, wrecking, sinking, or leaving a watercraft unattended beyond the proscribed period and/or in an unlawful manner such that has become a nuisance or danger.

(3) *Boat* means a vessel or watercraft.

(4) *City Maritime Field* for purposes of this Article means the area of the Sampit River established by drawing a straight line from the southern-most property corner of the Stewart-Parker House across to the northern tip of Goat Island to form the northern boundary and drawing a straight line from the southern tip of Goat Island to the "S" marker or day beacon in Sampit River ship channel, then to the public boat ramp located at East Bay Park to form the southern boundary. A map of this area and details about the quantity, location, and description of the mooring buoys is attached hereto and made a part of this article, attached and incorporated and maintained at City Hall.

(5) *Department* means the South Carolina Department of Natural Resources.

(6) Harbormaster means the person, owner, group, marina or organization that shall have all those certain duties and responsibilities of permitting, placing, inspecting, instructing, resolving conflicts, etc. relating to moorings in the City of Georgetown Harbor Mooring Field.

(7) *Mooring Buoy* means a buoy fixed to the bottom in the navigable water with means such as a ring to moor a vessel by use of anchor chain or mooring lines, moored at the bow.
(8) *Operator* means every person who steers or is in control of the use, navigation, movement, anchoring, mooring, or employment of a vessel.
(9) *Owner* means a person, other than a lien holder, who claims lawful possession of a vessel or outboard motor by virtue of legal title or equitable interest in it which entitles him to possession.
(10) *Person* means an individual, a partnership, a firm, a corporation, an association, or other legal entity.
(11) *Unattended* as it pertains to watercraft means there are no observable change in circumstances or evidence of being looked after or maintained in any way and no substantial change in location.
(12) *Use* means operate, navigate, or employ.
(13) *Vessel* means every description of watercraft, other than a seaplane regulated by the federal government, used or capable of being used as a means of transportation on water.
(14) *Waters of the City* means waters within the jurisdictional limits of City of Georgetown (*See attached map of City Maritime Field*), but not on private lakes or ponds.
(15) *Waters of the State* means waters within the territorial limits of the state but not private lakes or ponds.
(16) *Watercraft* means anything used or capable of being used as a means of transportation on the water but does not include: a seaplane regulated by the federal government, water skis, aquaplanes, surfboards, windsurfers, tubes, rafts, and similar devices or anything that does not meet construction or operation requirements of state or federal government for watercraft.

§20-142 Permits and Administration.

All mooring buoys shall be owned and installed by the City of Georgetown as pertains to the City of Georgetown Harbor Mooring Field permit drawings dated 5/17/19 (copy may be obtained at City Hall). Individual permits, whether it be daily, weekly or monthly, for the twenty-nine (29) mooring locations in the Sampit Harbor, shall be issued and managed by the designated Harbormaster.

(a) Mooring buoys are intended for short term use by transient boaters. No single person or group of persons may lease more than one mooring buoy at any given time.

(c) The Application:

1) Statement of intended use. The application shall include the intended length of mooring ball use, which shall not exceed one month.

2) Boater information. The application shall include boater information not limited too; name, address, city, state, zip code, phone number, email address, boat type, boat length, inboard/outboard motor, registration number and state, boat insurance company, and signature of liability.

3) Fees. The Permit application fee shall be paid in advance and shall be based on the predetermined fee schedule set by the Official City Clerks Records, and may be amended from time to time by Council. The Harbormaster agrees to report fees collected from transient moorings on a monthly basis, and remit to the city ___% of fees collected. Mooring spaces allowed in previous agreements to this ordinance shall not be subject to these fees.

(d) Notice:

If application is completed with the Harbormaster, notice will be given same day of availability, length of moor, and permit fees associated with the City mooring field. If application is sent to Harbormaster ahead of time, the Harbormaster will notify said applicant within fifteen (15) days.

(e) Permit holder requirements:

1) Permit holders shall provide proof of current liability insurance, issued by an insurance company, protecting the Harbormaster and the City from all claims for damage to property and bodily injury, including death, which may arise from operation or use of the mooring ball under or in connection with the permit. Such proof of liability insurance coverage shall include an endorsement naming the Harbormaster and the City as additional insureds.

~~3~~2) Permits are not subject to assignment to any third party. The use of moorings is intended for the private recreational use of the permittees. Personally subletting and/or commercial use of the moorings is strictly prohibited and constitutes explicit grounds for unilateral termination of a mooring permit. Only the boat belonging to the permittee and specifically described on the mooring permit application may be stored at the mooring.

43) Permit holders shall maintain buoy(s) with a clean appearance and in good repair at all times.

(f) Renewal:

During times when there are vacant mooring buoys, no pending applications for new permits, the Harbormaster may renew existing permits for the same location for a time period not to exceed the lesser of one month, and issue a mooring permit to any City resident (non-transient) boat owner who submits a permit application. Any permittee wishing to renew a permit shall submit a permit renewal application to the Harbormaster no later than 24 hour prior to the expiration of the current permit. Permits for location received after that time will be on a first come, first served basis, as provided above.

(g) Remedies:*

The permit is a temporary license, which may be denied, suspended or revoked for any conduct which is contrary to the provisions of this article or for conduct of the mooring related business in such a manner as to create a public nuisance or constitute a danger to public health, safety or welfare. The city may deny, revoke or suspend a permit issued under this article at any time for any reason, to include:

(1) Any necessary permit has been suspended, revoked or canceled.

(2) The permittee does not have insurance in force which is correct and effective.

(3) Changing conditions of Sampit River traffic or other maritime changes, natural or man-made, necessitating removal of the buoy.

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

*Notice under this section shall be in writing.

(h) Administration:

Authority was granted by the South Carolina Department of Natural Resources under S.C. Code, section 50-21-80 to administer and enforce the provisions of Chapter 21 of Title 50 SC Code in a letter from the Department Director on August 14, 2013. This authority shall be vested in the City of Georgetown Police Department. Public safety officials and their authorized contractors shall have the authority to board an abandoned vessel, defined as any watercraft that has been moored, stranded, wrecked, sinking, or sunk, and has been left unattended for longer than forty-five (45) days, and designated by the Department as abandoned subject to the provisions of this article or to any applicable rule or regulation for the purpose of inspection or determining compliance with the provisions of this article. Such officials are empowered to post seizure notices, issue summons for appearance in court or make arrest for violations of this article or the rules and regulations prescribed hereunder.

§20-143. Harbormaster.

(1) The Harbormaster shall be appointed by the City Council annually for a one-year term beginning January 1 and ending December 31. In the event that an appointment is not made, the incumbent shall remain in the office of harbormaster until a successor is appointed and sworn. This ordinance shall not be construed as giving the serving harbormaster any expectation of automatic reappointment to successive terms, and no cause need be shown by the Council for their failure to reappoint a harbormaster at the end of any one-year term.

(2) Minimum qualifications of the Harbormaster are as follows:
a. Possess and maintain a City of Georgetown business license.
b. Ability to work independently with sound judgement and excellent communication skills.
c. Ability to interact with a wide variety of entities and individuals at the local, state, and federal levels.
d. Proficiency in small to medium boat handling and basic navigation.
e. Available to work variable hours, including weekends, during main boating season.

(3) Duties and responsibilities of the Harbormaster include, but are not limited to, the following:
a. Administer and enforce the provisions of this Ordinance with the authority granted by law.
b. Manage and administer the mooring and dinghy tie-up renewal process, maintain the City of Georgetown Harbor Mooring Field waiting list and the approved mooring inspectors list, register new moorings in harbor waters, and assign and issue permits for new moorings.
c. Maintain anchorage areas and change mooring locations when a crowded condition renders the change desirable.
d. Prepare an annual mooring field budget and report for Council.
e. Resolve conflicts between parties relating to moorings and operation of watercraft.

f. Ensure mooring users make permit payments and are moored in correct locations safely.
g. The harbormaster is not authorized to carry a weapon or to make arrests in the conduct of any duties required by his/her office.

§20-144 Anchoring prohibited.

(a) Anchoring within one hundred forty (140) feet of a mooring buoy owned by the city is prohibited. No vessel shall be anchored within the Corps of Engineers established channel. Boats anchored in these areas at the date of the passage of this ordinance shall have sixty (60) days to comply.

(b) This section does not apply to vessels attached to permanent piers or docks.
(cf. Ord. of 6-16-05(2)) former Art VII sec. 20-100, et seq)

§20-145 Mooring buoys.

(a) Mooring buoys shall be the exclusive anchorage in the Maritime Mooring Field, as depicted on the City of Georgetown Harbor Mooring Field Map attached and incorporated.
(b) Mooring buoys shall be uniform, colored white, with the design and construction specifications depicted on the Buoy Details specification diagram, attached and incorporated
(c) Mooring buoy placement locations shall be limited to locations depicted on the Mooring Buoy Map, attached and incorporated. Other placement is expressly prohibited.
(d) Mooring buoys shall be placed and owned by the City.
(e) Any person attaching their vessel to a city-owned mooring buoy must register and pay a fee with the city's designated Harbormaster.
(f) All vessels attached to buoys must dispose of waste at an approved pump-out site.
(g) This section does not apply to vessels attached to permanent piers or docks, vessels anchored in connection with a permitted special event, and vessels anchored in compliance with §20-144.

§20-146 Unlawful acts.

Unlawful to abandon:

(1) It is unlawful to abandon a watercraft or outboard motor on the public land or waters of this state or the City or on private property without permission of the property owner. This section does not apply to persons who abandon a watercraft in an emergency for the safety of the person onboard; however, after the emergency is over, the owner and operator of the abandoned watercraft shall make a bona fide attempt to recover the watercraft.

(2) A person violating the provisions of this section is guilty of a misdemeanor and, upon conviction, may be fined no more than five hundred dollars or imprisoned up to thirty (30) days, or both. In addition, the owner must remove the abandoned watercraft within fourteen (14) days of conviction. The City Recorder's Court is vested with jurisdiction for cases arising under this section.

(3) An abandoned watercraft must be removed at the risk and the expense of the owner.

§20-147 Seizure and disposal of abandoned vessels.

Seizure of certain watercraft*; notice of seizure and of time for removal; forfeiture and disposal.* Pursuant to the police powers of local governments for the promotion of the public health, safety and welfare and general convenience as granted by state legislation, including the state home rule act, construed in accordance with provisions of the South Carolina State Constitution and the South Carolina Code of Laws, the City shall be authorized to seize a stolen, abandoned, junked, adrift, destroyed, or salvaged watercraft or outboard motor, a watercraft that is no longer functional for its primary purpose, a watercraft or outboard motor for which the true owner is not determined, or a watercraft or outboard motor on which the manufacturer's or assigned serial number has been destroyed, removed, covered, altered, or defaced, such watercraft may be located on public property or on private property if impermissibly located on such private shores and banks, or which constitute a nuisance, a hazard to navigation, or threatens sensitive environments, and/or which is not within an anchorage area approved by the U.S. Coast Guard, U.S. Army Corps of Engineers, or the South Carolina Department of Health and Environmental Control and such watercraft or outboard motor is deemed to be a nuisance or a hazard to the citizens of the City of Georgetown.

The City may post a notice to seize on a clearly visible location of the watercraft while it is in its current location. The posting of a notice to seize on the watercraft or outboard motor shall constitute notice to a person claiming an interest in it, and the person shall immediately remove the vessel. If the vessel is not removed by the owner within sixty (60) days of the posting of the notice to seize, the City may then effect seizure of the vessel by removing it no sooner than sixty (60) days after the posting of the notice to seize. If after reasonable efforts, the City determines the owner of a noticed watercraft or outboard motor and related marine equipment, it shall notify the owner by certified mail of the procedure, the location, and the fact that he has not less than thirty (30) days from the date of the certified letter to remove the vessel or equipment from the unlawful location or the City's designated storage facility as applicable. If a security interest has been perfected, the City must notify the lien holder by certified mail allowing thirty (30) days to respond.

The failure of the owner and all lienholders to exercise their right to reclaim the watercraft within the time provided is considered a waiver by the owner and lienholders of all rights, title, and interest in the watercraft and is considered as their consent to the disposition of the watercraft by the City.

The City may retain the property for official use or transfer the property to another public entity for official use, sell the property at public auction, or, destroy or otherwise lawfully dispose of the watercraft or outboard motor at the discretion of the City. If proceeds are derived from a sale, they must be deposited in the boating operating fund of the City for administration of the program.

The City shall keep a record of noticed vessels and the circumstances under which found, impounded, stored, sold, or destroyed, or removed by another party.

§20-148. Policy and procedure.

In order to implement the provisions of this chapter, the administrator or his designee is authorized to establish written policies and procedures consistent with the provisions herein and Title 50 of the South Carolina Code of Laws.

§20-149. Notice to state.

In the event that the City is unable to ascertain the identity of the owner, or for any other reason is unable to give notice to a party with interest in the vessel or watercraft other than the posting of notice, and in the event the vessel or watercraft is not returned to the owner, the City shall send or cause to be sent a written report of such removal and disposal to the South Carolina Department of Natural Resources.

§20-150. Violation; misdemeanor.

Any person who violates any section of this article shall be guilty of a misdemeanor and shall be punishable under section 1-16 of this Code.

§20-151. Severability.

If any section, subsection, clause or provision of this article shall be deemed unconstitutional or found to conflict with a provision of South Carolina law, or be otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby and shall remain in full force and effect.

§20-152. Conflicts.

If a section, subsection, clause, or provision of this article shall conflict with the section, subsection, clause, or provision of a preceding ordinance of the City of Georgetown, then the preceding section, subsection or part shall be deemed repealed and no longer in effect.

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: __________________

Second Reading: ________________

Approved as to Form:

____
Elise F. Crosby, City Attorney

ARTICLE VII. MOORING BUOYS

ARTICLE X. CITY MARITIME MOORING FIELD, BOATS, AND ABANDONED VESSELS

§20-140 Scope and Purpose.

The provisions of this article are intended to address use of the Sampit River along the City Harborwalk side of Goat Island, from Morgan Park to the Kaminski House, for the benefit of the citizens and boating community, to encourage safety for the boating public and along the waterfront, and promote scenic beauty. The provisions of this article are intended to address mooring buoys, river use, law enforcement, and abandoned vessels in a manner consistent with state law, including but not necessarily limited to Title 50 of the South Carolina Code of Laws, which shall govern all activity and matters related to watercraft on the waters, and the shores and banks of the Sampit River as identified herein, located within the jurisdictional limits of the City of Georgetown.

It is the intent of the City, that any action taken with regard to South Carolina Code of Laws, Title 50, Chapter 21, Section 190, Abandoning Watercraft or Outboard Motor; Penalty; Removal, will be done in coordination with the South Carolina Department of Natural Resources.

§20-141 Definitions.

Except where the context clearly indicates otherwise, the following terms and phrases as used in this definition shall have the following meanings:

(1) _Abandon_ or _abandoned_ describes any nuisance watercraft that has been anchored, moored, stranded, wrecked, sinking or sunk, or that is no longer functional for its primary purpose, or has been left unattended for longer than forty-five (45) days. A watercraft is not abandoned if it is legally moored or is legally and permissively on private property.

(2) _Abandon or abandoning_ means the act of anchoring, mooring, stranding, wrecking, sinking, or leaving a watercraft unattended beyond the proscribed period and/or in an unlawful manner such that has become a nuisance or danger.

(3) _Boat_ means a vessel or watercraft.

(4) _City Maritime Field_ for purposes of this Article means the area of the Sampit River established by drawing a straight line from the southern-most property corner of the Stewart-Parker House across to the northern tip of Goat Island to form the northern boundary and drawing a straight line from the southern tip of Goat Island to the "S" marker or day beacon in Sampit River ship channel, then to the public boat ramp located at East Bay Park to form the southern boundary. A map of this area and details about

the quantity, location, and description of the mooring buoys is attached hereto and made a part of this article, attached and incorporated and maintained at City Hall.

(5) *Department* means the South Carolina Department of Natural Resources.

(6) Harbormaster means the person, owner, group, marina or organization that shall have all those certain duties and responsibilities of permitting, placing, inspecting, instructing, resolving conflicts, etc. relating to moorings in the City of Georgetown Harbor Mooring Field.

(7) *Mooring Buoy* means a buoy fixed to the bottom in the navigable water with means such as a ring to moor a vessel by use of anchor chain or mooring lines, moored at the bow.

(8) *Operator* means every person who steers or is in control of the use, navigation, movement, anchoring, mooring, or employment of a vessel.

(9) *Owner* means a person, other than a lien holder, who claims lawful possession of a vessel or outboard motor by virtue of legal title or equitable interest in it which entitles him to possession.

(10) *Person* means an individual, a partnership, a firm, a corporation, an association, or other legal entity.

(11) *Unattended* as it pertains to watercraft means there are no observable change in circumstances or evidence of being looked after or maintained in any way and no substantial change in location.

(12) *Use* means operate, navigate, or employ.

(13) *Vessel* means every description of watercraft, other than a seaplane regulated by the federal government, used or capable of being used as a means of transportation on water.

(14) *Waters of the City* means waters within the jurisdictional limits of City of Georgetown (*See attached map of City Maritime Field*), but not on private lakes or ponds.

(15) *Waters of the State* means waters within the territorial limits of the state but not private lakes or ponds.

(16) *Watercraft* means anything used or capable of being used as a means of transportation on the water but does not include: a seaplane regulated by the federal government, water skis, aquaplanes, surfboards, windsurfers, tubes, rafts, and similar devices or anything that does not meet construction or operation requirements of state or federal government for watercraft.

§20-142 Permits and Administration.

~~(a) Mooring buoy permits (private or commercial, non-city-owned):~~
~~Mooring buoys as described in this Article, sec. 20-144, may be placed at open locations as designated by the Mooring Buoy Map attached, on a first come- first served basis, in the nature of vendor location permits. Permits shall issue from the City of Georgetown Department of Housing and Community Development and shall be valid for one calendar year, January 1 through December 31, unless revoked or suspended. Permits issued mid-year shall also expire December 31. The issuance of a permit does not grant or imply vested rights to use of the riverbed or buoy location to the permittee.~~

(a) All mooring buoys shall be owned and installed by the City of Georgetown as pertains to the City of Georgetown Harbor Mooring Field permit drawings dated 5/17/19 (copy may be obtained at City Hall). Individual permits, whether it be daily, weekly or monthly, for the twenty-nine (29) mooring locations in the Sampit Harbor, shall be issued and managed by the designated Harbormaster.

(b) Mooring buoys are intended for short term use by transient boaters. No single person or group of persons may lease more than one mooring buoy at any given time.

(c) The Application:

1) Statement of intended use. The application shall include the intended length of mooring ball use, which shall not exceed one month.

2) Boater information. The application shall include boater information not limited too; name, address, city, state, zip code, phone number, email address, boat type, boat length, inboard/outboard motor, registration number and state, boat insurance company, and signature of liability.

3) Fees. The Permit application fee shall be paid in advance and shall be based on the predetermined fee schedule set by the Official City Clerks Records, and may be amended from time to time by Council. The Harbormaster agrees to report fees collected from transient moorings on a monthly basis, and remit to the city ___% of fees collected. Mooring spaces allowed in previous agreements to this ordinance shall not be subject to these fees.

(d) Notice:

~~Not later than 30 days after the filing of a completed application, the applicant shall be notified of the decision to issue or deny the permit.~~

If application is completed with the Harbormaster, notice will be given same day of availability, length of moor, and permit fees associated with the City mooring field. If application is sent to Harbormaster ahead of time, the Harbormaster will notify said applicant within fifteen (15) days.

(e) Permit holder requirements:

~~1) Commercial Permit holders shall hold a currently valid city business license and a permit issued under the terms of this article,~~ ~~2~~1) Permit holders shall provide ~~annual~~ proof of current liability insurance, issued by an insurance company ~~licensed to do business in the state~~, protecting the ~~permittee~~ Harbormaster and the City from all claims for damage to property and bodily injury, including death, which may arise from operation or use of the mooring ball under or in connection with the permit. Such proof of liability insurance coverage shall include an endorsement naming the Harbormaster and the City as additional insureds.

~~3~~2) Permits are not subject to assignment to any third party. The use of moorings is intended for the private recreational use of the permittees. Personally subletting and/or commercial use of the moorings is strictly prohibited and constitutes explicit grounds for unilateral termination of a mooring permit. Only the boat belonging to the permittee and specifically described on the mooring permit application may be stored at the mooring.

~~4~~3) Permit holders shall maintain buoy(s) with a clean appearance and in good repair at all times.

(f) Renewal:

~~Permit holders shall have first right to renew a permit for the same location. Any permittee wishing to renew a permit for another calendar year day, week, or month shall submit a Permit Application renewal contact the Harbormaster no later than 30 days 24 hours prior to expiration of the permit. Permits for locations received after this date time period will be on a first come, first served basis.~~ During times when there are vacant mooring buoys, no pending applications for new permits, the Harbormaster may renew existing permits for the same location for a time period not to exceed the lesser of one month, and issue a mooring permit to any City resident (non-transient) boat owner who submits a permit application. Any permittee wishing to renew a permit shall submit a permit renewal application to the Harbormaster no later than 24 hour prior to the expiration of the current permit. Permits for location received after that time will be on a first come, first served basis, as provided above.

(g) Remedies:*

The permit is a temporary license, which may be denied, suspended or revoked for any conduct which is contrary to the provisions of this article or for conduct of the mooring related business in such a manner as to create a public nuisance or constitute a danger to public health, safety or welfare. The city may deny, revoke or suspend a permit issued under this article at any time for any reason, to include:

(1) Any necessary permit has been suspended, revoked or canceled.

(2) The permittee does not have insurance in force which is correct and effective. ~~in the minimum amount~~

(3) Changing conditions of Sampit River traffic or other maritime changes, natural or man-made, necessitating removal of the buoy.

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

*Notice under this section shall be in writing.

(h) Administration:

Authority was granted by the South Carolina Department of Natural Resources under S.C. Code, section 50-21-80 to administer and enforce the provisions of Chapter 21 of Title 50 SC Code in a letter from the Department Director on August 14, 2013. This authority shall be vested in the City of Georgetown Police Department. Public safety officials and their authorized contractors shall have the authority to board an abandoned vessel, defined as any watercraft that has been moored, stranded, wrecked, sinking, or sunk, and has been left unattended for longer than forty-five (45) days, and designated by the Department as abandoned subject to the provisions of this article or to any applicable rule or regulation for the purpose of inspection or determining compliance with the provisions of this article. Such officials are empowered to post seizure notices, issue summons for appearance in court or make arrest for violations of this article or the rules and regulations prescribed hereunder.

§20-143. Harbormaster.

(1) The Harbormaster shall be appointed by the City Council annually for a one-year term beginning January 1 and ending December 31. In the event that an appointment is not made, the incumbent shall remain in the office of harbormaster until a successor is appointed and sworn. This ordinance shall not be construed as giving the serving harbormaster any expectation of automatic reappointment to successive terms, and no cause need be shown by the Council for their failure to reappoint a harbormaster at the end of any one-year term.

(2) Minimum qualifications of the Harbormaster are as follows:

a. Possess and maintain a City of Georgetown business license.

b. Ability to work independently with sound judgement and excellent communication skills.

c. Ability to interact with a wide variety of entities and individuals at the local, state, and federal levels.

d. Proficiency in small to medium boat handling and basic navigation.
e. Available to work variable hours, including weekends, during main boating season.

(3) Duties and responsibilities of the Harbormaster include, but are not limited to, the following:
a. Administer and enforce the provisions of this Ordinance with the authority granted by law.
b. Manage and administer the mooring and dinghy tie-up renewal process, maintain the City of Georgetown Harbor Mooring Field waiting list and the approved mooring inspectors list, register new moorings in harbor waters, and assign and issue permits for new moorings.
c. Maintain anchorage areas and change mooring locations when a crowded condition renders the change desirable.
d. Prepare an annual mooring field budget and report for Council.
e. Resolve conflicts between parties relating to moorings and operation of watercraft.
f. Ensure mooring users make permit payments and are moored in correct locations safely.
g. The harbormaster is not authorized to carry a weapon or to make arrests in the conduct of any duties required by his/her office.

§20-144 Anchoring prohibited.

(a) Anchoring within one hundred forty (140) feet of a mooring buoy owned by the city is prohibited. No vessel shall be anchored within the Corps of Engineers established channel. Boats anchored in these areas at the date of the passage of this ordinance shall have sixty (60) days to comply.

(b) This section does not apply to vessels attached to permanent piers or docks.

(cf. Ord. of 6-16-05(2)) former Art VII sec. 20-100, et seq)

§20-145 ~~Utilization of~~ Mooring buoys.

(a) Mooring buoys shall be the exclusive anchorage in the Maritime Mooring Field, as depicted on the City of Georgetown ~~Maritime~~ Harbor Mooring Field Map attached and incorporated.

(b) Mooring buoys shall be uniform, colored white, with the design and construction specifications depicted on the Buoy Details specification diagram, attached and incorporated

(c) Mooring buoy placement locations shall be limited to locations depicted on the Mooring Buoy Map, attached and incorporated. Other placement is expressly prohibited.

(d) Mooring buoys ~~may~~ shall be placed and owned by the City.~~, or by private parties licensed to conduct business in the city, upon permits issued by the City and as otherwise required. (See sec. 20-142(a))~~

(e) Any person attaching their vessel to a city-owned mooring buoy must register and pay a fee with the city's designated ~~leasing agent~~ Harbormaster.

(f) All vessels attached to buoys must dispose of waste at an approved pump-out site.

(g) This section does not apply to vessels attached to permanent piers or docks, vessels anchored in connection with a permitted special event, and vessels anchored in compliance with §20-144.

§20-146 Unlawful acts.

Unlawful to abandon:

(1) It is unlawful to abandon a watercraft or outboard motor on the public land or waters of this state or the City or on private property without permission of the property owner. This section does not apply to persons who abandon a watercraft in an emergency for the safety of the person onboard; however, after the emergency is over, the owner and operator of the abandoned watercraft shall make a bona fide attempt to recover the watercraft.

(2) A person violating the provisions of this section is guilty of a misdemeanor and, upon conviction, may be fined no more than five hundred dollars or imprisoned up to thirty (30) days, or both. In addition, the owner must remove the abandoned watercraft within fourteen (14) days of conviction. The City Recorder's Court is vested with jurisdiction for cases arising under this section.

(3) An abandoned watercraft must be removed at the risk and the expense of the owner.

§20-147 Seizure and disposal of abandoned vessels.

Seizure of certain watercraft*; notice of seizure and of time for removal; forfeiture and disposal.* Pursuant to the police powers of local governments for the promotion of the public health, safety and welfare and general convenience as granted by state legislation, including the state home rule act, construed in accordance with provisions of the South Carolina State Constitution and the

South Carolina Code of Laws, the City shall be authorized to seize a stolen, abandoned, junked, adrift, destroyed, or salvaged watercraft or outboard motor, a watercraft that is no longer functional for its primary purpose, a watercraft or outboard motor for which the true owner is not determined, or a watercraft or outboard motor on which the manufacturer's or assigned serial number has been destroyed, removed, covered, altered, or defaced, such watercraft may be located on public property or on private property if impermissibly located on such private shores and banks, or which constitute a nuisance, a hazard to navigation, or threatens sensitive environments, and/or which is not within an anchorage area approved by the U.S. Coast Guard, U.S. Army Corps of Engineers, or the South Carolina Department of Health and Environmental Control and such watercraft or outboard motor is deemed to be a nuisance or a hazard to the citizens of the City of Georgetown.

The City may post a notice to seize on a clearly visible location of the watercraft while it is in its current location. The posting of a notice to seize on the watercraft or outboard motor shall constitute notice to a person claiming an interest in it, and the person shall immediately remove the vessel. If the vessel is not removed by the owner within sixty (60) days of the posting of the notice to seize, the City may then effect seizure of the vessel by removing it no sooner than sixty (60) days after the posting of the notice to seize. If after reasonable efforts, the City determines the owner of a noticed watercraft or outboard motor and related marine equipment, it shall notify the owner by certified mail of the procedure, the location, and the fact that he has not less than thirty (30) days from the date of the certified letter to remove the vessel or equipment from the unlawful location or the City's designated storage facility as applicable. If a security interest has been perfected, the City must notify the lien holder by certified mail allowing thirty (30) days to respond.

The failure of the owner and all lienholders to exercise their right to reclaim the watercraft within the time provided is considered a waiver by the owner and lienholders of all rights, title, and interest in the watercraft and is considered as their consent to the disposition of the watercraft by the City.

The City may retain the property for official use or transfer the property to another public entity for official use, sell the property at public auction, or, destroy or otherwise lawfully dispose of the watercraft or outboard motor at the discretion of the City. If proceeds are derived from a sale, they must be deposited in the boating operating fund of the City for administration of the program.

The City shall keep a record of noticed vessels and the circumstances under which found, impounded, stored, sold, or destroyed, or removed by another party.

§20-148. Policy and procedure.

In order to implement the provisions of this chapter, the administrator or his designee is authorized to establish written policies and procedures consistent with the provisions herein and Title 50 of the South Carolina Code of Laws.

§20-149. Notice to state.

In the event that the City is unable to ascertain the identity of the owner, or for any other reason is unable to give notice to a party with interest in the vessel or watercraft other than the posting of notice, and in the event the vessel or watercraft is not returned to the owner, the City shall send or cause to be sent a written report of such removal and disposal to the South Carolina Department of Natural Resources.

§20-150. Violation; misdemeanor.

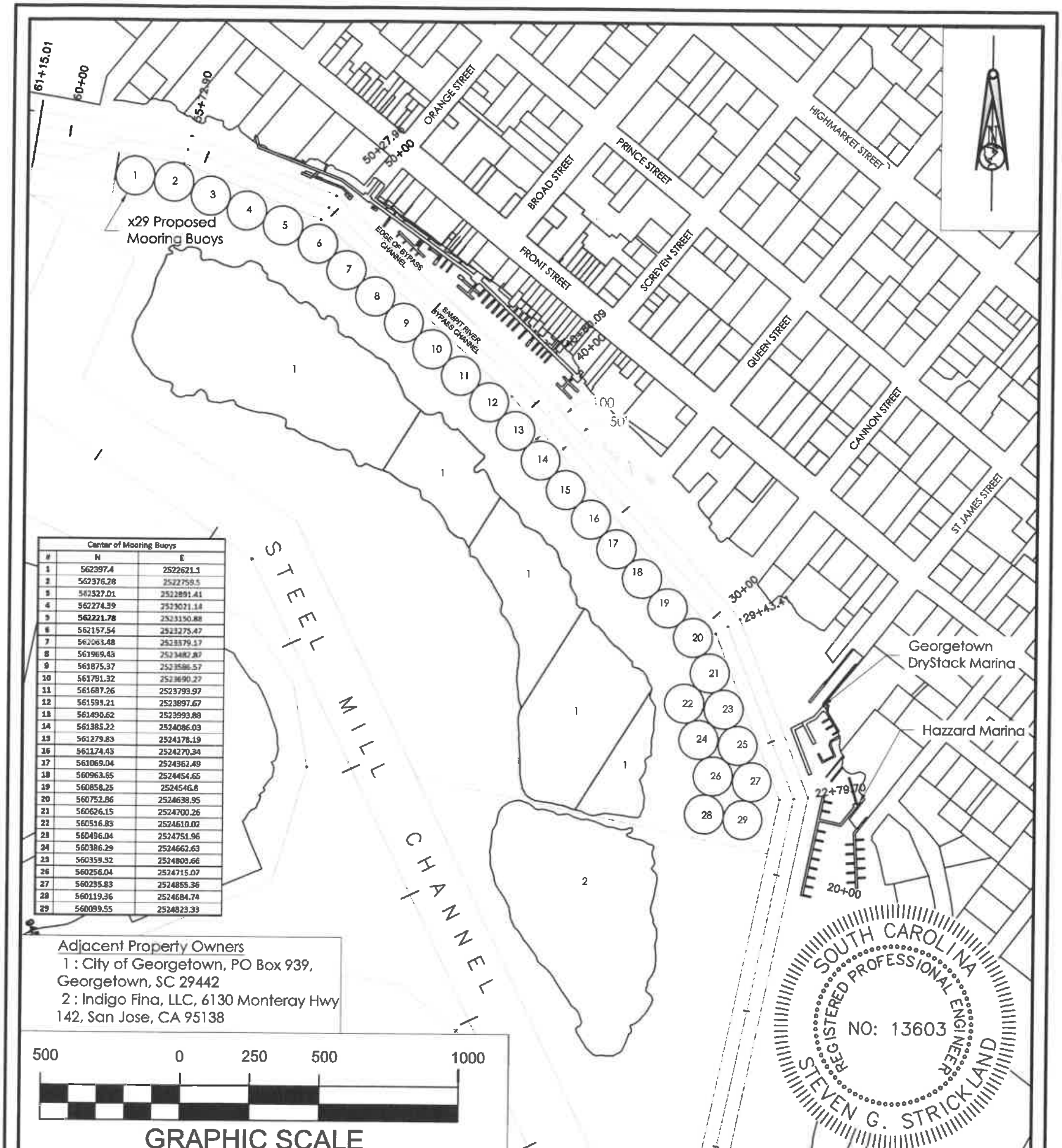
Any person who violates any section of this article shall be guilty of a misdemeanor and shall be punishable under section 1-16 of ~~the~~ this Code.

§20-151. Severability.

If any section, subsection, clause or provision of this article shall be deemed unconstitutional or found to conflict with a provision of South Carolina law, or be otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby and shall remain in full force and effect.

§20-152. Conflicts.

If a section, subsection, clause, or provision of this article shall conflict with the section, subsection, clause, or provision of a preceding ordinance of the City of Georgetown, then the preceding section, subsection or part shall be deemed repealed and no longer in effect.



Center of Mooring Buoys		
#	N	E
1	562397.4	2522621.1
2	562376.28	2522759.5
3	562327.01	2522891.41
4	562274.39	2523021.14
5	562221.78	2523150.88
6	562157.54	2523275.47
7	562063.48	2523379.17
8	561969.43	2523482.87
9	561875.37	2523586.57
10	561781.32	2523690.27
11	561687.26	2523793.97
12	561599.21	2523897.67
13	561490.62	2523993.88
14	561385.22	2524086.03
15	561279.83	2524178.19
16	561174.43	2524270.34
17	561069.04	2524362.49
18	560963.65	2524454.65
19	560858.25	2524546.8
20	560752.86	2524638.95
21	560626.15	2524700.26
22	560516.83	2524610.02
23	560496.04	2524751.96
24	560386.29	2524662.63
25	560359.52	2524803.66
26	560256.04	2524715.07
27	560235.83	2524855.36
28	560119.36	2524684.74
29	560099.55	2524823.33

Adjacent Property Owners

1 : City of Georgetown, PO Box 939, Georgetown, SC 29442

2 : Indigo Fina, LLC, 6130 Monteray Hwy 142, San Jose, CA 95138

500 0 250 500 1000

GRAPHIC SCALE

Georgetown Harbor Mooring Field

Site Details

CLIENT:

City of Georgetown

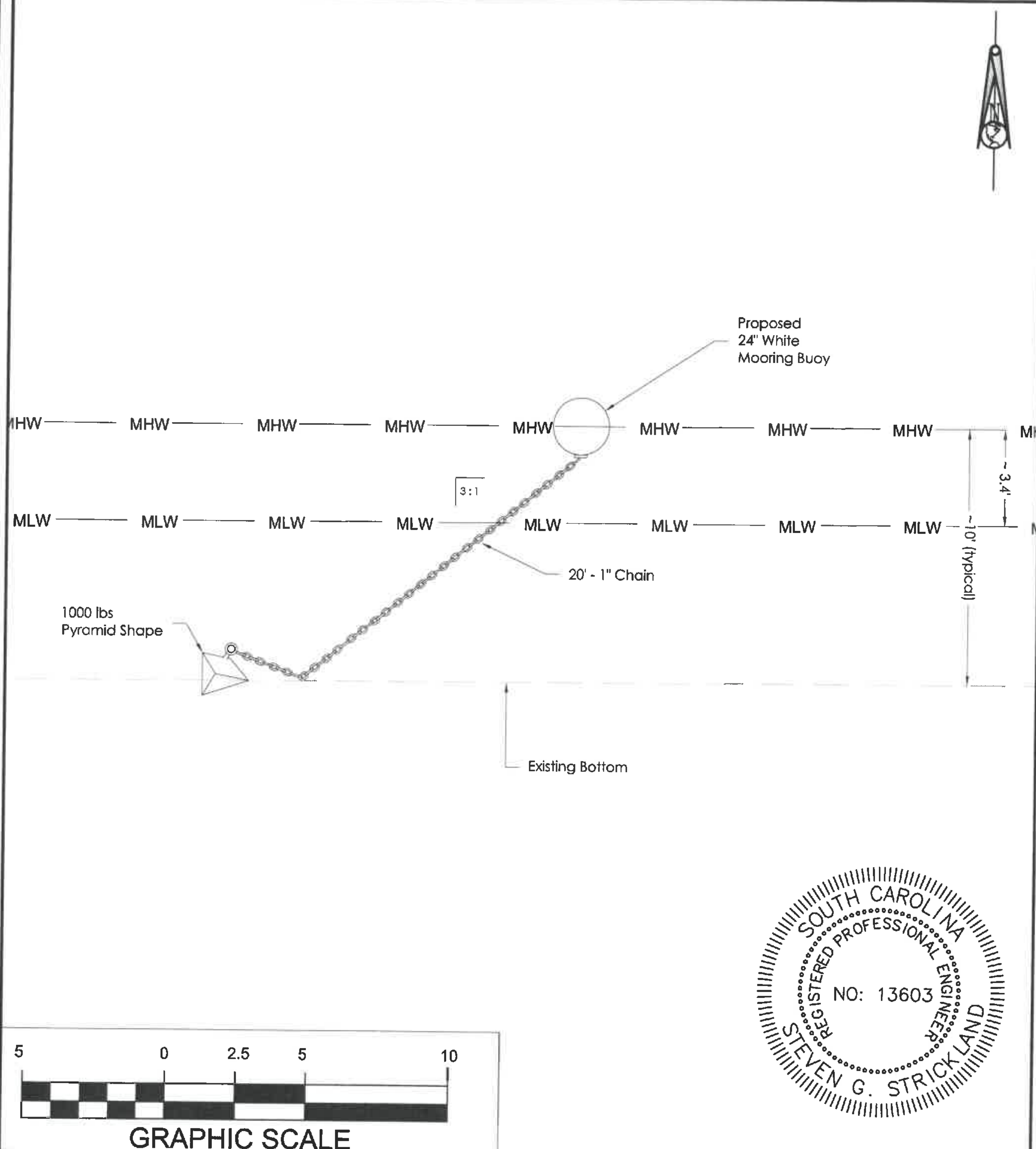
LOCATION: Georgetown County, SC

DATE: 05/16/2019 DRAWN BY: GG SHEET: 3

JOB NUMBER: 191077 REVIEWED BY: TEG SCALE: 1" = 500'

EARTHWORKS
planning and design consultants
11655 HIGHWAY 707
MURRELLS INLET, SC 29576
843.651.7900
(FAX) 843.651.7903
www.earthworksgroup.com

Attachment: Gtown Harbor Mooring Field Map 2019 (2815 : Mooring Buoys Ordinance Amendments)



Georgetown Harbor Mooring Field

Buoy Details

CLIENT:

City of Georgetown

LOCATION: Georgetown County, SC

DATE: 05/16/2019

JOB NUMBER: 191077

DRAWN BY: GG

REVIEWED BY: TEG

SHEET: 5

SCALE: 1" = 500'

EARTHWORKS

planning and design consultants

11655 HIGHWAY 707
MURRELLS INLET, SC 29576
843.651.7900
(FAX) 843.651.7903
www.earthworksgroup.com

[redacted]
GEORGETOWN, SC 29440

Estimate

Date	Estimate #
1/9/2019	15

Name / Address
Coastal Carolina University 290 Allied Drive Conway, SC 29526

Project

Description	Qty	Cost	Total
1000 Pound Mooring Assembly	2	1,335.00	2,670.00T
Ronnie Campbell-Installation of Mooring Assembly	2	250.00	500.00
Sales Tax		7.00%	186.90

Thank you for your business.	**Total**	$3,356.90

Customer Signature ______________________

Georgetown SOUTH CAROLINA

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

ACTION ITEM

DOC ID: 2824

Council Meeting Date:	15 August 2019
Department:	Police Department
Issue Under Consideration:	Motion to approve service and payment to Saint Frances Animal Center in the amount of $75,000 for fiscal year 2019-2020.
Amount Requested:	$75,000
Is Item in Current Budget?	Yes (Account No. 0010.05.05.686.194)
If no, please explain:	N/A
Financial Impact:	Payment to Saint Frances Animal Center is a budgeted item.
Points to Consider:	The City is obligated to have animal shelter service to board stray and dangerous animals.
Options:	N/A
Staff Recommendation:	Approve service agreement.

Reviews:

Kelvin Waites Pending
City Attorney Pending
Finance Pending
Carey Smith Pending
Stephanie Buccione Pending
Georgetown City Council Pending 08/15/2019 5:30 PM

Attachments:

Updated: 8/8/2019 4:23 PM by Johnnie Deas (Page 1)

STATE OF SOUTH CAROLINA)
)
CITY OF GEORGETOWN)

SERVICE AGREEMENT

This service and funding agreement (the "Agreement") is entered into by and between the City of Georgetown, South Carolina (the "City") and Saint Frances Animal Center, a 501(c)3 organization (the "Animal Center") to provide for the care and disposition of dogs and cats transported to the Animal Center by the City of Georgetown Police Department, hereinafter the "Animals." The City and Animal Center shall collectively be referred to herein as "the Parties."

WITNESSETH

WHEREAS, the City is desirous that the Animal Center provide the services described herein in order to ensure a safe environment for animals transported to the Center, pursuant to response calls and concerned citizens; and

WHEREAS, it is the goal of the City to provide residents and visitors with an environment free from roaming animals that may be considered a nuisance or danger to the general public health and welfare; and

WHEREAS, the Animal Center is desirous of promoting its goal of providing a safe environment for such animals within the city and agrees to provide the services as described herein; and

WHEREAS, it is acknowledged by both parties that this is a mutual agreement among the parties whereby the Center is compensated for services it provides to the City and the City compensates the Center, according to the terms of this agreement, for the animals it transports to the Center and for which the Center continuously cares for said animals.

NOW, THEREFORE, in consideration of the above recitals and the clauses contained herein, the City and Animal Center expressly agree as follows:

1. The Animal Center expressly agrees it shall provide housing and care for all Animals, as defined above, delivered to the Animal Center by the City of Georgetown Police Department. The Animal Center will be solely responsible for the shelter, board, medical care, and disposition of such animals subject, however, to paragraph 3 hereof. The Animal Center will endeavor to arrange for adoption of Animals which it deems to be candidates for adoption.

2. It is acknowledged by both parties that the City does not respond to all calls about free-roaming cats or kittens. The city does agree to respond to any call where a cat or kitten is identified as being ill, injured, or in peril; or if the cat poses a threat to a person, and will transfer those cats to the Animal Center. The city will refer calls about cats or kittens to the Animal Center as appropriate, with the express notice to the concerned caller that the Animal Center does not provide animal control services, including transport of animals to the Animal Center.

3. Animals that are the specific subject of legal proceedings will be housed and cared for by the Animal Center until such time as all legal matters are finally resolved and the Animals are legally released to the Animal Center. The City cannot guarantee speedy disposition of such cases, however the City agrees to use its best efforts to expedite all such cases. Animals involved in legal proceedings may or may not be vicious or present

some degree of danger to other animals and employees of the Animal Center. The Animal Center expressly recognizes that these animals may or may not be a danger and agrees it has the professional capability to house and handle such animals. Consequently, it may be necessary that the Animal Center keep such Animals individually segregated and, if such is the case, the City and Animal Center agree to negotiate terms for in-kind services, as described in Paragraph 10(b), which may include the construction of a segregated dog run for those animals described in this paragraph. Any such in-kind service shall be agreed upon in a separate document that memorializes the intentions of both parties outside the scope of this Agreement.

4. Animals that have been involved in a bite case, and are subject to quarantine under the South Carolina Department of Health And Environmental Control (DHEC), will not be housed at the Animal Center for the quarantine period. The animal's owner will be responsible for arranging for housing during the quarantine of the animal, and for communicating with DHEC directly. The Animal Center will only quarantine Animals involved in bite cases if the Animal is a stray and no owner can be determined.

5. Upon request of the City of Georgetown Police Department, Animal Center personnel will assist in the investigation of animal cruelty reports and discoveries within the City.

6. All Animals legally released to the Animal Center will become the sole responsibility and property of the Animal Center. The Animal Center will be responsible for making all decisions and carrying out the decisions made regarding the care, treatment, and disposition of all Animals delivered to the Animal Center pursuant to this Agreement.

7. The Animal Center will maintain records of all animal admissions and dispositions with respect to all Animals delivered to the Animal Center by the City, which records shall be maintained for the duration of this Agreement or as otherwise legally required.

8. The Animal Center shall interact with the public utilizing the Animal Center's services in a polite, respectful manner in order to foster positive public relations.

9. The Animal Center shall carry and maintain, in full force and effect, at all times during the term of this Agreement, the following insurance coverage:

   (a) Comprehensive General Liability in the minimum amount of Three Hundred Thousand Dollars and No/100 ($300,000) per occurrence for Bodily Injury and Property Damage and Six Hundred Thousand and No/100 ($600,000) for combination or multiple injury accident. The Animal Center shall maintain and provide proof of the required insurance coverage by furnishing a certificate of insurance to the City of Georgetown upon request.

   (b) Workers' Compensation and Employer's Liability Insurance that meets the statutory requirements maintained by the State of South Carolina. The Animal Center shall maintain and provide proof of the required insurance coverage by furnishing a certificate of insurance to the City upon request.

   (c) With respect to any animal in which the Animal Center assumes responsibility pursuant to this Agreement, the Animal Center will indemnify and hold harmless the City and their agents and employees from and against all claims, whether it be in tort or contract, damages, losses, and expenses, including attorney's fees, arising out of or resulting from acts or omissions in performance of the work by the Animal Center, and anyone directly or indirectly employed by the Animal Center or anyone for whose acts the Animal Center may be liable.

(d) The Animal Center warrants that it will perform all the tasks required of them under this Agreement with the same degree of skill and care other reputable members of the animal center profession do in the State of South Carolina. The Animal Center also warrants that it will comply with all Federal and State employment laws and will withhold all wages, commissions, salaries, and fees paid by the Animal Center to third parties, employees, agents, or sub-contractors of the Animal Center, said amounts shall include but not limited to all amounts required to be withheld on account of taxes, social security payments, or other withholdings mandated by law or regulation. The Animal Center shall comply with employment discrimination laws and immigration laws as required by Federal and State statutes. Also, the Animal Center recognizes and agrees that by its acceptance of public monies, that some records may be subject to the South Carolina Freedom of Information Act, §30-4-10, et seq., and the Animal Center agrees that it shall comply with all lawful demands to the best of its ability. The City agrees to consult with the Animal Center if such requests are made.

10. The Animal Center shall be compensated as follows:

(a) The City agrees to compensate the Animal Center the sum of **Seventy Five Thousand and No/100 ($75,000) Dollars** for the **Fiscal Year 19/20** agreement, said amount shall be divided into four equal parts to be paid in installments, in March, June, September, and December. **Said payments shall be made no later than the thirtieth (30th) day of the month in which they are due**. Time is of the essence with regard to such payments and a failure to pay on time may interrupt services. It is acknowledged by both parties that said payment as enumerated above is equal to **Two Hundred Five and 48/100 ($205.48) Dollars** per day for 365 days, being the entire duration of this agreement. It is expressly acknowledged by both parties that the City utilizes the Animal Control Center for the care and disposition of animals the City collects. It is also expressly acknowledged that the City relies on the Animal Center to harbor all animals collected, regardless of the animals' involvement in legal proceedings, and compensates the Center daily for these services at the amount stated above.

(b) The City will, in addition, provide in-kind support to the Animal Center, to wit: the city will provide public waste management service to the Animal Center (i.e. trash pick-up) for the term of this Agreement.

11. This agreement shall be for a period of one year beginning July 1, 2019, and ending on the 30th day of June, 2020, unless terminated sooner pursuant to the terms of this Agreement.

12. Either party may terminate this Agreement at any time by providing six (6) months advance notice of termination. Compensation shall be prorated up to the actual date the agreement is terminated.

13. It is understood and expressly agreed by both Parties that in the event funds are not appropriated or become non-appropriated in the current fiscal year by the local governing

body, this Agreement will become null and void and the City will be under no obligation to provide funding excepting payment for those services already rendered by the Animal Center up to the date of non-appropriation.

14. The Animal Center shall not, by entering into this Agreement, become a servant, agent or employee of the City, but shall remain at all times independent of the City. This Agreement shall not be deemed to create any joint venture, partnership, or common enterprise between the Animal Center and the City, and the rights and obligations of the Parties shall not be other than as expressly set forth herein.

15. This Agreement contains the complete understanding that the Parties and any representations, promises, discussions, comments, or negotiations not expressly contained herein are deemed abandoned by each Party. This agreement shall not be altered, amended, or modified by the Parties except in writing which shall be executed by both Parties.

16. Nothing herein is intended to be in conflict with State law or City ordinances and to the extent any part of this Agreement is deemed incompatible with same, State and City ordinances are controlling.

IN WITNESS THEREOF, the Parties do hereto their hands and seals this 26th day of July, 2019, binding themselves, their successors, heirs and assigns forever.

WITNESSES

____

____

____

CITY OF GEORGETOWN

____
Mayor

____
City Administrator

SAINT FRANCES ANIMAL CENTER

Devon Smith
Executive Director

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

STATE OF SOUTH CAROLINA

COUNTY OF GEORGETOWN

THIS AGREEMENT, entered into this________ day of___________ , 2019 and effective immediately by and between Coastal Structures (hereinafter called the "CONSULTANT") and the CITY of Georgetown, a duly organized and validly existing body politic 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 Field Technical Services for the Electric Department, hereinafter referred to as "Project"; 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 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, the adequacy of which is hereby acknowledged, the parties hereto agree as follows:

(1) **SCOPE OF SERVICES:**

a. CONSULTANT hereby agrees to perform the tasks and services as outlined in the Scope of Services (ATTACHMENT A) and hereinafter referred to as "Work";

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.

(2) **COMPENSATION:**

a. CITY agrees to pay CONSULTANT a sum not to exceed $_______ per hour, hereinafter referred to as "Compensation";

b. CONSULTANT shall submit bi-weekly invoices for work completed to CITY by the Monday following the two weeks prior, in which such work is done. 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.

c. 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.

d. 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 Article1b.

e. 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 CONSULTANT shall begin on March 1, 2019 and shall be extended through March 31, 2020.

b. Work schedule shall be coordinated and mutually agreed upon by CITY and CONSULTANT, and may vary from week to week.

PERSONNEL:

c. No other Personnel besides the CONSULTANT is required for this contract.

(4) **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

(5) **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. The CITY shall cooperate with the CONSULTANT in carrying out the work herein and shall provide adequate staff for liaison with the CONSULTANT.

(6) **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.

(7) **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.

(8) **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 procure and maintain all permits and license(s) required to perform the WORK, including any necessary business license(s).

(9) **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	CONSULTANT
Alan Loveless	______________________
Director of Electric Utility	______________________
City of Georgetown	______________________
800 Church Street	______________________
Georgetown, SC 29440	______________________

(10) **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. Any other use, reuse, copy, distribution and/or dissemination of any of the work produced under this Agreement shall be at the CITY's own risk, subject to §22. , *infra*.

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.

(11) **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.

(12) **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.

(13) **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:

    a. Comprehensive Auto Liability on personal vehicle
    b. Workers' Compensation Liability or Ghost Policy formally excluding from coverage (as required by State of South Carolina statutes)

c. Certificates showing proof of such insurance shall be submitted to CITY prior to commencement of services under this Agreement.

d. 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.

e. 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.

f. Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:VII and licensed to do business in the State of South Carolina, unless otherwise approved by CITY.

g. CONSULTANT shall not self insure in satisfaction of any insurance requirement set out herein without the express, written approval of CITY.

(14) **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.

(15) **CONFLICTS:**

a. In the case of any conflict between the terms and conditions of this Agreement and the terms of any other agreement between the parties hereto, the terms of this Agreement shall control.

b. If there is a conflict between the CITY’s Proposal and this Agreement, then this Agreement shall control.

c. If there is a conflict between the CITY’s Request for Proposal and the CONSULTANT’s Proposal, the CITY’S Proposal 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)

(16) **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.

(17) **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

(18) **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.

(19) **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 subconsultants.

(20) **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, it's 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.

(21) **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.

(22) **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.

(23) **THIRD PARTY OBLIGATIONS:**

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

(24) **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.

(25) **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: ______________________________

______________________________ ______________________________

McKIM&CREED

CONTRACTORS

SURVEYORS

PLANNERS

July 24, 2019

180765

Mr. Will Gunter
Public Water Utilities Manger
City of Georgetown Water Utilities Department
2377 Maybank Drive
Georgetown, SC 29442

RE: City of Georgetown WTP and Collections SCADA Upgrade Year 3 Scope

Dear Mr. Gunter,

Per your request we are pleased to offer the following scope and fee estimate for your consideration.

If you have any questions, or require additional information, please give me a call.

Sincerely,

Jason A Davis

Jason Davis, P.E.
I&C Group Senior Project Engineer

Enclosures

cc: Proposal File

1730 Varsity Drive #300
Raleigh, NC 27606

919.233.8091

www.mckimcreed.com

CITY OF GEORGETOWN
WTP AND COLLECTIONS SCADA UPGRADE
YEAR 3
SCOPE OF SERVICES

July 24, 2019

I. PROJECT DESCRIPTION

The City of Georgetown has engaged McKim & Creed to upgrade their SCADA system over a three-year project. McKim & Creed identified ten primary tasks to accomplish this goal and divided them into three groups to be executed in each of the three years. They are listed below, separated by year.

<u>Year 1</u>

1. System Scoping and Design Workshop
2. Standard Lift Station RTU Design
3. Upgrade the Fiber Interface at 13 Locations
4. SCADA HMI Standards Development
5. Upgrade the Collections HMI Application
6. Develop RTU O&M Manuals

<u>Year 2</u>

7. Replace 7 Lift Station RTUs
8. Replace King Well, Booster Pump Station, Yogi Bear Tank RTUs

<u>Year 3</u>

9. Upgrade the WTP HMI Application
10. Provide an HMI User Manual and Training

The City has issued task orders for the tasks in Year 1 & Year 2 and would now like to start the process of executing Year 3 tasks. The scope for the two tasks in Year 3 are listed below.

II. SCOPE OF SERVICES

McKim & Creed has identified the following tasks:

<u>**TASK 9 – Upgrade the WTP HMI Application**</u>

A. Conduct a WTP HMI functional workshop with the City to determine the necessary hardware, structure, navigation, tagging, historical data collection, trending, reporting, alarming, security and screen design approach. Results of the workshop will be recorded in minutes and distributed to the City.

B. Inspect the existing SCADA HMI application and duplicate, or migrate, all existing functionality to the new application.

C. Develop the WTP HMI application based on the agreed descriptions in the previously-prepared TM and the approved HMI Standards. A concentration on using templates and other types of reusable strategies will be used to standardize the application and provide a consistent user experience.

D. Procure the necessary hardware and software to implement the new WTP HMI application.

E. Load the new WTP HMI application on the new hardware and perform a final offline test of the system prior to deployment and Operational Readiness Test (ORT) of the system.

F. Develop a deployment plan for the new WTP HMI detailing the downtime required, parallel operations during the deployment and testing and an upgrade schedule.

G. Deploy the new WTP HMI based on the deployment plan.

H. Test and commission the new system.

<u>TASK 10 – Provide an HMI User Manual and Training</u>

A. Develop an HMI User Manual focused on the use of the WTP and Collections HMI applications. Key components of the user manual will be:

i. Security: logging into and out of the system
ii. Navigation
iii. Operation of the graphics: turning on and off equipment, changing set points, opening and closing valves, etc.
iv. Use of the alarm screen and alarming functions
v. Use of the historical data
vi. Viewing and configuring trends
vii. Viewing and configuring reports

B. Provide training for City staff using the User Manual as the training material. We have assumed two (2) training classes of four (4) hours each over a single day on site.

C. Provide four (4) hard copies and one (1) electronic copy of the User Manual to the City.

III. ASSUMPTIONS and CLARIFICATIONS

A. All hardware and software pricing is budgetary level. Actual cost will be determined during design activities and incorporated into the final budget numbers.

B. The functionality of the new WTP SCADA HMI application will match in all possible respects the functionality of the existing WTP SCADA HMI application except for process display layouts and style preferences as determined during design. All field inputs and outputs, alarm configuration, historical configuration, process and equipment setpoint entry, and PLC interaction will remain the same.

C. The proposed cost of the new WTP SCADA HMI software is based on the assumption that the WTP application will be appended to the Collections HMI application, i.e., the Collections SCADA HMI software and licensing will be upgraded to include the WTP instead of purchasing separate, additional software and licensing for the WTP SCADA HMI application.

D. We have not included any price increase predictions in our budget numbers. The City should apply whatever allowance for price increases they deem necessary as this project will extend across multiple years.

E. We have not included any contingency in our budget numbers. The City should apply whatever contingency they deem necessary for budgeting purposes.

IV. BUDGET

We have itemized the two tasks in Year 3 below for review and clarity.

Year 3		
Task	**Name**	**Fee**
9	Upgrade the WTP HMI Application to a new platform	$137,975.00
10	Provide an HMI User Manual and Training	$17,782.00
	TOTAL FOR YEAR 3	**$155,757.00**

AN ORDINANCE AMENDING THE PRETREATMENT ORDINANCE TO REFLECT UPDATES AS REQUIRED BY SCDHEC AS A CONDITION OF THE CITY'S 2019 NPDES WASTEWATER PERMIT

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

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

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Pretreatment Ordinance of the City of Georgetown be amended by removing limits in Section 2, 2.4, Local Limits, and revising Section 14 Fats Oil and Grease Control.

And that the Pretreatment Ordinance of the City of Georgetown be amended by revising Attachment B Pretreatment Program Fees to Attachment C Pretreatment Program Fees with Surcharge Fees being added to the list of Program Fees.

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

ATTEST:

______________________________	______________________________
Stephanie Buccione, City Clerk	Brendon M. Barber, Sr., Mayor
First Reading: 08/15/19	Approved as to Form:
Second Reading:	______________________________
	Elise F. Crosby, City Attorney

CITY OF GEORGETOWN

SOUTH CAROLINA

PRETREATMENT ORDINANCE

Updated by Shealy Consulting, LLC

August 2019

Effective October 1, 2019

TABLE OF CONTENTS

SECTION 1—GENERAL PROVISIONS

1.1 Purpose and Policy

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

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

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

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

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

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

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

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

1.2 Administration

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

1.3 Abbreviations

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

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

1.4 Definitions

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

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

Approval Authority: The South Carolina Department of Health and Environmental Control (SCDHEC), Division of Domestic Wastewater.

Authorized or Duly Authorized Representative of the User:

If the User is a corporation:

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

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

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

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

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

Biochemical Oxygen Demand or BOD5: The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/L).

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

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

Categorical User: A User subject to a categorical Pretreatment Standard or categorical Standard.

The City: The City of Georgetown or the City Council of the City of Georgetown.

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

Control Authority: The City of Georgetown

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

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

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

Existing Source: Any source of discharge that is not a "New Source."

Grab Sample: A sample that is taken from a waste stream without regard to the flow in the waste stream and over a period not to exceed fifteen (15) minutes.

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

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

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

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

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

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

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

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

(a) The building, structure, facility, or installation is constructed at a site at which no other source is located; or

(b) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or

(c) The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

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

Construction of a New Source as defined under this paragraph has commenced if the owner or operator has begun, or caused to begin, as part of a continuous onsite construction program:

(i) Any placement, assembly, or installation of facilities or equipment; or

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

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

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

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

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

pH: A measure of the acidity or alkalinity of a solution expressed in standard units.

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

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

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

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

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

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

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

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

Significant Industrial User (SIU): A User subject to categorical Pretreatment Standards or a User that:

1) Discharges an average of twenty-five thousand (25,000) gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater); or

2) Contributes a process waste stream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or

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

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

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

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

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

User: A source of indirect discharge.

Wastewater: Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

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

SECTION 2—GENERAL SEWER USE REQUIREMENTS

2.1 Prohibited Discharge Standards

A. General Prohibitions. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW regardless of whether they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(17) Fats, oils, or greases of animal or vegetable origin in concentrations greater than 100 mg/L (See Section 14 for specific requirements for FOG control);

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

(19) Concentrated plating solution whether neutralized or not;

(20) Wastewater which constitutes a slug discharge defined as follows: a discharge at a flow rate or concentration which could cause a violation of the prohibited discharge standards or any discharge of a non-routine nature including accidental spills or non-routine batch discharges (see exceptions in Section 2.1.c) Non-routine batch discharges may be allowed with written approval from the City.

C. Exceptions to Specific Prohibitions:

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

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

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

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

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

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

2.2 National Categorical Pretreatment Standards

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

A) Where a categorical Pretreatment Standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the Water Utilities

Manager may impose equivalent concentration or mass limits in accordance with Section 2.2E and 2.2F (R61-9 403.6).

B) When the limits in a categorical Pretreatment Standard are expressed only in terms of mass of pollutant per unit of production, the Water Utilities Manager may convert the limits to equivalent limitations expressed either as mass of pollutant discharged per day or effluent concentration for purposes of calculating effluent limitations applicable to individual Users (R61-9 403.6).

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

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

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

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

a. Employ, or demonstrate that it will employ, water conservation methods and technologies that substantially reduce water use during the term of its individual wastewater discharge permit;

b. Currently use control and treatment technologies adequate to achieve compliance with the applicable categorical Pretreatment Standard, and not have used dilution as a substitute for treatment;

c. Provide sufficient information to establish the facility's actual average daily flow rate for all waste streams, based on data from a continuous effluent flow monitoring device, as well as the facility's long-term average production rate. Both the actual average daily flow rate and the long-term average production rate must be representative of current operating conditions;

d. Not have daily flow rates, production levels, or pollutant levels that vary so significantly that equivalent mass limits are not appropriate to control the Discharge; and

e. Have consistently complied with all applicable categorical Pretreatment Standards during the period prior to the User's request for equivalent mass limits.

2) A User subject to equivalent mass limits must:

a. Maintain and effectively operate control and treatment technologies adequate to achieve compliance with the equivalent mass limits;

b. Continue to record the facility's flow rates through the use of a continuous effluent flow monitoring device;

c. Continue to record the facility's production rates and notify the Water Utilities Manager whenever production rates are expected to vary by more than 20 percent from its baseline production rates determined in paragraph 2.2F(1)(c) of this section. Upon notification of a revised production rate, the Water Utilities Manager will reassess the equivalent mass limit and revise the limit as necessary to reflect changed conditions at the facility; and

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

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

a. Will calculate the equivalent mass limit by multiplying the actual average daily flow rate of the regulated process(es) of the User by the concentration-based Daily Maximum and Monthly Average Standard for the applicable categorical Pretreatment Standard and the appropriate unit conversion factor;

b. Upon notification of a revised production rate, will reassess the equivalent mass limit and recalculate the limit as necessary to reflect changed conditions at the facility; and

c. May retain the same equivalent mass limit in subsequent individual wastewater discharge permit terms if the User's actual average daily flow rate was reduced solely as a result of the implementation of water conservation methods and technologies, and the actual average daily flow rates used in the original calculation of the equivalent mass limit were not based on the use of dilution as a substitute for treatment pursuant to Section 2.6. The User must also be in compliance with Section 13.1 regarding the prohibition of bypass.

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

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

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

I. Any User operating under a permit incorporating equivalent mass or concentration limits calculated from a production-based Standard shall notify the Water Utilities Manager within two (2) business days after the User has a reasonable basis to know that the production level will significantly change within the next calendar month. Any User not notifying the Water Utilities Manager of such anticipated change will be required to meet the mass or concentration limits in its permit that were based on the original estimate of the long-term average production rate.

2.3 State Pretreatment Standards

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

2.4 Local Limits

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

2.5 City's Right of Revision

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

2.6 Dilution

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

SECTION 3—PRETREATMENT OF WASTEWATER

3.1 Pretreatment Facilities

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

3.2 Additional Pretreatment Measures

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

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

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

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

3.3 Accidental Discharge/Slug Discharge Control Plans

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

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

B. Description of stored chemicals;

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

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

3.4 Hauled Wastewater

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

The discharge of hauled industrial waste is prohibited.

SECTION 4—INDIVIDUAL WASTEWATER DISCHARGE PERMITS

4.1 Wastewater Analysis

When requested by the Water Utilities Manager or required as a pretreatment permit condition, a User must submit analysis of its wastewater. The Water Utilities Manager is authorized to prepare a discharge monitoring report (DMR) form for this purpose.

4.2 Individual Wastewater Discharge Permit Requirement

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

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

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

4.3 Individual Wastewater Discharge Permitting: Existing Connections

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

4.4 Individual Wastewater Discharge Permitting: New Connections

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

4.5 Industrial Wastewater Survey

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

1) Identifying Information:

a. The name and address of the facility, including the name of the operator and owner.

b. Contact information, description of activities, facilities, and plant production processes on the premises.

2) Environmental Permits.

A list of any environmental control permits held by or for the facility.

3) Description of Operations:

a. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes;

b. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;

c. Number and type of employees, hours of operation, and proposed or actual hours of operation;

d. Type and amount of raw materials processed (average and maximum per day);

e. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge.

4) Time and duration of discharges.

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

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

7) Measurement of Pollutants:

a. The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources;

b. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the Water Utilities Manager, of regulated pollutants in the discharge from each regulated process;

c. Instantaneous, Daily Maximum, and long-term average concentrations, or mass, where required, shall be reported;

d. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 6.10 of this Ordinance. Where the Standard requires compliance with a BMP or pollution prevention alternative, the User shall submit documentation as required by the Water Utilities Manager or the applicable Standards to determine compliance with the Standard;

e. Sampling must be performed in accordance with procedures set out in Section 6.11 of this Ordinance.

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

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

10) Incomplete or inaccurate Industrial Waste Surveys will not be processed and will be returned to the User for revision.

4.6 Application Signatories and Certifications

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

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

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

All wastewater discharge permit applications and User reports must contain the following statements:

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

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

4.7 Individual Wastewater Discharge Permit Decisions

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

SECTION 5—INDIVIDUAL WASTEWATER DISCHARGE PERMIT ISSUANCE

5.1 Individual Wastewater Discharge Permit Duration

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

5.2 Individual Wastewater Discharge Permit Contents

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

A. Individual wastewater discharge permits must contain:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.3 Permit Issuance and Appeals Process

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

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

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

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

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

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

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

5.4 Permit Modification

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

1) To incorporate any new or revised Federal, State, or local pretreatment standards or requirements;

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

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

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

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

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

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

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

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

5.5 Individual Wastewater Discharge Permit Transfer

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

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

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

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

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

5.6 Individual Wastewater Discharge Permit Revocation

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

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

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

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

D. Falsifying self-monitoring reports and certification statements;

E. Tampering with monitoring equipment;

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

G. Failure to meet effluent limitations;

H. Failure to pay fines;

I. Failure to pay sewer charges;

J. Failure to meet compliance schedules;

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

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

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

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

5.7 Individual Wastewater Discharge Permit Reissuance

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

5.8 Regulation of Waste Received from Other Jurisdictions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 6—REPORTING REQUIREMENTS

6.1 Baseline Monitoring Reports

Within either one hundred eighty (180) days after the effective date of a categorical Pretreatment Standard, or the final administrative decision on a category determination under R61-9 403.6, whichever is later, existing Categorical Users currently discharging to or scheduled to discharge to the POTW shall submit to the Water Utilities Manager a report which contains the information listed in paragraph B, below. At least ninety (90) days prior to commencement of their discharge, New Sources, and sources that become Categorical Users subsequent to the promulgation of an applicable categorical Standard, shall submit to the Water Utilities Manager a report which contains the information listed below.

A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Standards. A New Source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined waste stream formula in R61-9 403.6 to evaluate compliance with the Pretreatment Standards.

Where an alternate concentration or mass limit has been calculated in accordance with R61-9 403.6 this adjusted limit along with supporting data shall be submitted to the Control Authority.

Sampling and analysis shall be performed in accordance with Section 6.10. The Water Utilities Manager may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures. The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.

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

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

Signature and Report Certification. All baseline monitoring reports must be certified in accordance with Section 6.14 of this Ordinance and signed by an Authorized Representative as defined in Section 1.4.

6.2 Compliance Schedule Progress Reports

The following conditions shall apply to the compliance schedule required by Section 6.1 of this Ordinance:

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

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

C. The User shall submit a progress report to the Water Utilities Manager no later than fifteen (15) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established schedule; and

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

6.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit to the Water Utilities Manager a report containing the information described in Section 4.5 and 6.1 of this Ordinance.

For Users subject to equivalent mass or concentration limits established in accordance with the procedures in Section 2.2, this report shall contain a reasonable measure of the User's long-term production rate.

For all other Users subject to categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 6.14 of this Ordinance. All sampling will be done in conformance with Section 6.11.

6.4 Periodic Compliance Reports

Except as specified in Section 6.4.C, all Significant Industrial Users must, at a frequency determined by the Water Utilities Manager submit no less than twice per year (June and December) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period.

In cases where the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the POTW or the Pretreatment Standard necessary to verify the compliance status of the User. All periodic compliance reports must be signed and certified in accordance with this Ordinance and EPA general pretreatment regulations. All Significant Industrial Users shall be required to submit a report indicating the nature and concentration of pollutants in their discharge. Said reports shall be as specified by the Users' wastewater contribution permit.

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

1) The waiver may be authorized where a pollutant is determined to be present solely due to sanitary wastewater discharged from the facility provided that the sanitary wastewater is not regulated by an applicable categorical Standard and otherwise includes no process wastewater;

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

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

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

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

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

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

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

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

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

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

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

6.5 Reports of Changed Conditions

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

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

The Water Utilities Manager may issue an individual wastewater discharge permit under Section 5.7 of this Ordinance or modify an existing wastewater discharge permit under

Section 5.4 of this Ordinance in response to changed conditions or anticipated changed conditions.

6.6 Reports of Potential Problems

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

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

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

6.7 Reports from Unpermitted Users

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

6.8 Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a User indicates a violation, the User must notify the Water Utilities Manager within twenty-four (24) hours of becoming aware of the violation.

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

6.9 Notification of the Discharge of Hazardous Waste

Discharge of hazardous waste as defined in 40 CFR Part 261 is strictly prohibited. If a User becomes aware of an accidental discharge of hazardous waste, the Water Utilities Manager must be notified within twenty-four (24) hours of becoming aware of the violation.

6.10 Analytical Requirements

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

All analyses to be submitted as part of a wastewater discharge permit application or report must be performed by a SCDHEC certified laboratory.

6.11 Sample Collection

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

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

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

C) For sampling required in support of baseline monitoring and 90-day compliance reports required in Section 6.1 and 6.3 [40 CFR 403.12(b) and (d)], a minimum of four (4) grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the Water Utilities Manager may authorize a lower minimum. For the reports required by paragraphs Section 6.4 (40 CFR 403.12(e) and 403.12(h)), the User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.

6.12 Date of Receipt of Reports

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

6.13 Recordkeeping

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

6.14 Certification Statements

A) Certification of Permit Applications, User Reports and Initial Monitoring Waiver

The following certification statement is required to be signed and submitted by Users submitting permit applications in accordance with Section 4.7; Users submitting baseline monitoring reports under Section 6.1; Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 6.3; Users submitting periodic compliance reports required by Section 6.4, and Users submitting an initial request to forego sampling of a pollutant on the basis of Section 6.4. The following certification statement must be signed by an Authorized Representative as defined in Section 1.4:

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

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

B) An annual certification for Non-Significant Categorical Users will be required. A facility determined to be a Non-Significant Categorical User by the Water Utilities Manager must annually submit the following certification statement signed in accordance with the signatory requirements in Section 1.4. The following certification must accompany an alternative report required by the Water Utilities Manager:

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR Part ___, I certify that, to the best of my knowledge and belief that during the period from __________, ________ to ________, ________ [months, days, year]:

a) The facility described as ____________________________ [facility name] met the definition of a Non-Significant Categorical User as described in Section 1.4 [40 CFR 403.3(v)(2)]

b) The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and (c) the facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.

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

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

SECTION 7—COMPLIANCE MONITORING

7.1 Right of Entry: Inspection and Sampling

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

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

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

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

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

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

7.2 Search Warrants

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

SECTION 8—CONFIDENTIAL INFORMATION

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

SECTION 9—PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

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

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

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

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

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

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

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

G. Failure to accurately report noncompliance; or

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

SECTION 10—ADMINISTRATIVE ENFORCEMENT REMEDIES

10.1 Notification of Violation

The City's Enforcement Response Plan (ERP) and Enforcement Response Guide (EFG) are provided in Attachment B. The EEP and ERG provides timeframes for appropriate responses by the City and the IU. When the Water Utilities Manager finds that a User has violated, or continues to violate, any provision of this Ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Water Utilities Manager may serve upon that User a written Notice of Violation. Within the appropriate timeframe provide in the ERP/ERG, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the Water Utilities Manager. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this section shall limit the authority of the Water Utilities Manager to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

10.2 Consent Orders

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

10.3 Show Cause Hearing

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

10.4 Administrative Compliance Orders

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

10.5 Cease and Desist Orders

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

A. Immediately comply with all requirements; and

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

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

10.6 Administrative Fines

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

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

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

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

10.7 Emergency Suspensions

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

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

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

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

10.8 Termination of Discharge

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

A. Violation of individual wastewater discharge permit [or general permit] conditions;

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

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

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

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

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

SECTION 11—JUDICIAL ENFORCEMENT REMEDIES

11.1 Injunctive Relief

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

11.2 Civil Penalties

A User who has violated, or continues to violate, any provision of this Ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement shall be liable to City of Georgetown for a maximum civil penalty of $2,000 per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

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

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

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

11.3 Criminal Prosecution

A User who willfully or negligently violates any provision of this Ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than $2,000 per violation, per day, or imprisonment for not more than one (1) year or both.

A User who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor and be subject to a penalty of at least $2,000 per violation, per day, or be subject to imprisonment for not more than one (1) year, or both. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.

A User who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this Ordinance, individual wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Ordinance shall, upon conviction, be punished by a fine of not more than $2,000 per violation, per day, or imprisonment for not more than two (2) years, or both.

In the event of a second conviction, a User shall be punished by a fine of not more than $2,000 per violation, per day, or imprisonment for not more than two (2) years, or both.

11.4 Remedies Nonexclusive

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

SECTION 12—SUPPLEMENTAL ENFORCEMENT ACTION

12.1 Penalties for Late Reports

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

12.2 Performance Bonds

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

12.3 Liability Insurance

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

12.4 Payment of Outstanding Fees and Penalties

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

12.5 Water Supply Severance

Whenever a User has violated or continues to violate any provision of this Ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, water service to the User may be severed. Service will recommence, at the User's expense, only after the User has satisfactorily demonstrated its ability to comply.

12.6 Public Nuisances

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

12.7 Contractor Listing

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

SECTION 13—AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

13.1 Bypass

For the purposes of this section, bypass means the intentional diversion of waste streams from any portion of a User's treatment facility. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

A User may allow any bypass to occur which does not cause Pretreatment Standards or Requirements to be violated, but only if it also is for essential maintenance to assure efficient operation.

13.2 Bypass Notifications

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

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

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

(a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

(b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and

(c) The User submitted notices as required under paragraph (C) of this section.

The Water Utilities Manager may approve an anticipated bypass, after considering its adverse effects, if the Water Utilities Manager determines that it will meet the conditions listed in the above paragraphs.

SECTION 14 - FATS, OIL AND GREASE CONTROL

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

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

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

SECTION 15 - MISCELLANEOUS PROVISIONS

15.1 Surcharges for Treatment of Non-domestic Concentrations

General fees and surcharge formulas associated with the implementation of the City's pretreatment program are provided in Attachment C. The City may, at its discretion, allow industrial waste to be discharged above typical domestic concentrations into the sanitary sewerage system, provided that the person discharging such waste shall agree to the payment of a surcharge to offset any cost to treatment that BOD or COD, TSS, or ammonia in excess of concentrations expected in domestic sources.

This surcharge shall be imposed in addition to any other charges made for sewer service. The rate shall be applied to the amount of excessive BOD that exceeds 250 mg/L or COD that exceeds 600 mg/L, TSS that exceeds 250 mg/L, and ammonia that exceeds 25 mg/L. Surcharge rates will be determined by averaging at least three (3) waste discharge samples.

15.2 Pretreatment Charges and Fees

The City of Georgetown may adopt any additional fees (Attachment C) for reimbursement of costs of setting up and operating the City's Pretreatment Program, and may include:

A) Fees for wastewater discharge permit applications including the cost of processing such applications;

B) Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports and certification statements submitted by Users;

C) Fees for reviewing and responding to accidental discharge procedures and construction;

D) Fees for filing appeals;

E) Fees to recover administrative and legal costs associated with the enforcement activity taken by the Water Utilities Manager to address User noncompliance; and

F) Other fees as City of Georgetown may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this Ordinance and are separate from all other fees, fines, and penalties chargeable by City of Georgetown.

15.3 Severability

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

SECTION 16—EFFECTIVE DATE

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

ATTACHMENT A

INDUSTRIAL WASTE SURVEY AND SIGNIFICANT USER PERMIT APPLICATION

PUBLIC UTILITIES DEPARTMENT
CITY OF GEORGETOWN

Industrial User Wastewater Survey (Long Form) & Significant Industrial User Permit Application

SECTION A - GENERAL INFORMATION

A.1 Company name, mailing address, and telephone number:

____

____

Zip Code__________________ Telephone No. (____) _______________________

A.2 Address of production or manufacturing facility. (If same as above, check__)

____

____

Zip Code__________________ Telephone No. (____) _______________________

Note to Signing Official: In accordance with Title 40 of the Code of Federal Regulations Part 403 Section 403.14, information and data provided in this questionnaire which identifies the nature and frequency of discharge shall be available to the public without restriction. Requests for confidential treatment of other information shall be governed by procedures specified in 40 CFR Part 2. Should a discharge permit be required for your facility, the information in this questionnaire will be used to issue the permit.

This is to be signed by an authorized official of your firm <u>after</u> adequate completion of this form and review of the information by the signing official.

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

____ _____________________

Signature of Authorized Representative Date

A.3 Name, title, and telephone number of persons authorized to represent this firm in official dealings with the Sewer Authority:

Name____

Title______________________________ Telephone No.___________________________

A.4 Alternate person to contact concerning information provided herein:

Name____

Title______________________________ Telephone No.___________________________

A.5 Identify the type of business conducted (auto, repair, machine shop, electroplating, warehousing, painting, printing, meat packing, food processing, etc.):
____

A.6 Provide a brief narrative description of the manufacturing, production, or service activities conducted by your company:

____

____

____

____

A.7 North American Industry Classification System(s) (NAICS) for your facilities:
___________ ___________ ___________ ___________ ___________ __________ __________

A.8 Standard Industrial Classification Number(s) (SIC Code) for your facilities:
___________ ___________ ___________ ___________ ___________ __________ __________

A.9 This facility generates the following types of wastes:

Average Gallons Per Day

	Area	**Flow GPD**	Check one	
			Estimated	**Measured**
1	Domestic Wastes (restrooms, showers, etc.)			
2	Cooling Water (Non-contact)			
3	Boiler/ Tower Blowdown			
4	Cooling Water (Contact)			
5	Process			
6	Equipment/Facility Washdown			
7	Air Pollution Control Unit			
8	Storm Water Runoff to Sewer			
9	Other (describe)			
Total Gallons Per Day (A.9.1. - A.9.9)				

A.10 Wastes are discharged to (**check all that apply**):

Average Gallons per Day

[ ] Sanitary sewer _______________ [ ] estimated [ ] measured
[ ] Storm sewer _______________ [ ] estimated [ ] measured
[ ] Surface water _______________ [ ] estimated [ ] measured
[ ] Ground water _______________ [ ] estimated [ ] measured
[ ] Waste haulers _______________ [ ] estimated [ ] measured
[ ] Evaporation _______________ [ ] estimated [ ] measured
[ ] Other (describe) _______________ [ ] estimated [ ] measured

Provide name and address of waste hauler(s), if used:

____

____

____

A.11 Is a Spill Prevention Control and Countermeasure Plan prepared for the facility?

[ ] Yes [ ] No

A.12 List any environmental control permits issued to the facility and any discharge limits associated with those permits:

____

____

____

Note: If your facility did not check one or more of the items listed in A.9.4 through A.9.9 above, you do not need to complete any further sections in this application. However, if any of the items A.9.4 through A.9.9 were checked, complete the remainder of this application. Incomplete applications will be returned.

SECTION B - FACILITY OPERATION CHARACTERISTICS

B.1 Number of employee shifts worked per 24-hour day is _________.

Average number of employees per shift is ________.

B.2 Starting time for each shift: 1st_____am 2nd_____am 3rd_____am
_____pm _____pm _____pm

Note: The following information in this section must be completed for each product line.

B.3 Principal product produced: ____

B.4 Raw materials and process additives used: (Use separate sheet if needed)

Day or Gal/Day_________________________

B.5 Production process is:

[ ] Batch [ ] Continuous [ ] Both % Batch_______________
% Continuous__________

Average number of batches per 24-hour day: _____________

B.6 Hours of operation: _______a.m. to _______p.m. [ ] continuous

B.7 Is production subject to seasonal variation? [ ] Yes [ ] No

If yes, briefly describe seasonal production cycle:

____

____

____

B.8 Are any process changes or expansions planned during the next three years?

[ ] Yes [ ] No

If yes, attach a separate sheet to this form describing the nature of planned changes or expansions.

B.9 Average monthly water usage: _____________

SECTION C - WASTEWATER INFORMATION

C.1 If your facility employs processes in any of the industrial categories or business activities listed below <u>and</u> any of these processes generate wastewater or waste sludge, place a check beside category or business activity (check all that apply): **<u>Please fill in the (Subcategory) in the Subpart area.</u>**

Existing Effluent Guidelines				
SUB PART	Industry Category	40 CFR Part	First Promulgated	Limitations and Standards
	Aluminum Forming	467	1983	BPT, BAT, NSPS, PSES, PSNS
	Asbestos Manufacturing	427	1974	BPT, BCT, BAT, NSPS
	Battery Manufacturing	461	1984	BPT, BAT, NSPS, PSES, PSNS
	Canned and Preserved Fruits and Vegetable Processing	407	1974	BPT, BCT, NSPS, PSES, PSNS
	Canned and Preserved Seafood (Seafood Processing)	408	1974	BPT, BCT, NSPS
	Carbon Black Manufacturing	458	1978	BPT, BAT, NSPS, PSNS
	Cement Manufacturing	411	1974	BPT, BCT, BAT, NSPS
	Centralized Waste Treatment	437	2000	BPT, BCT, BAT, NSPS, PSES, PSNS
	Coal Mining	434	1985	BPT, BAT, NSPS
	Coil Coating	465	1983	BPT, BAT, NSPS, PSES, PSNS
	Concentrated Animal Feeding Operations (CAFO)	412	1974	BPT, BCT, BAT, NSPS, PSNS
	Concentrated Aquatic Animal Production (Aquaculture)	451	2004	BPT, BAT, BCT, NSPS
	Copper Forming	468	1983	BPT, BAT, NSPS, PSES, PSNS
	Dairy Products Processing	405	1974	BPT, BCT, NSPS
	Electrical and Electronic Components	469	1983	BPT, BCT, BAT, NSPS, PSES, PSNS
	Electroplating	413	1981	PSES
	Explosives Manufacturing	457	1976	BPT
	Ferroalloy Manufacturing	424	1974	BPT, BCT, BAT, NSPS
	Fertilizer Manufacturing	418	1974	BPT, BCT, BAT, NSPS, PSNS
	Glass Manufacturing	426	1974	BPT, BCT, BAT, NSPS, PSNS
	Grain Mills Manufacturing	406	1974	BPT, BCT, NSPS, PSNS
	Gum and Wood Chemicals	454	1976	BPT
	Hospitals	460	1976	BPT
	Ink Formulating	447	1975	BPT, BAT, NSPS, PSNS
	Inorganic Chemicals	415	1982	BPT, BCT, BAT, NSPS, PSES, PSNS
	Iron and Steel Manufacturing	420	1982	BPT, BCT, BAT, NSPS, PSES, PSNS
	Landfills	445	2000	BPT, BCT, BAT, NSPS
	Leather Tanning and Finishing	425	1982	BPT, BCT, BAT, NSPS, PSES, PSNS
	Meat and Poultry Products	432	1974	BPT, BCT, BAT, NSPS,
	Metal Finishing	433	1983	BPT, BAT, NSPS, PSES, PSNS

Existing Effluent Guidelines				
SUB PART	**Industry Category**	**40 CFR Part**	**First Promulgated**	**Limitations and Standards**
	Metal Molding and Casting (Foundries)	464	1985	BPT, BAT, NSPS, PSES, PSNS
	Metal Products and Machinery	438	2003	BPT, BCT, NSPS
	Mineral Mining and Processing	436	1975	BPT, NSPS
	Nonferrous Metals Forming and Metal Powders	471	1985	BPT, BAT, NSPS, PSES, PSNS
	Nonferrous Metals Manufacturing	421	1984	BPT, BAT, NSPS, PSES, PSNS
	Oil and Gas Extraction	435	1979	BPT, BCT, BAT, NSPS, PSES, PSNS
	Ore Mining and Dressing (Hard Rock Mining)	440	1982	BPT, BAT, NSPS, BMP
	Organic Chemicals, Plastics and Synthetic Fibers (OCPSF)	414	1987	BPT, BAT, NSPS, PSES, PSNS
	Paint Formulating	446	1975	BPT, BAT, NSPS, PSNS
	Paving and Roofing Materials (Tars and Asphalt)	443	1975	BPT, BAT, NSPS, PSNS
	Pesticide Chemicals Manufacturing, Formulating and Packaging	455	1978	BPT, BCT, BAT, NSPS, PSES, PSNS
	Petroleum Refining	419	1982	BPT, BCT, BAT, NSPS, PSES, PSNS
	Pharmaceutical Manufacturing	439	1983	BPT, BCT, BAT, NSPS, PSES, PSNS
	Phosphate Manufacturing	422	1974	BPT, BCT, BAT, NSPS
	Photographic	459	1976	BPT
	Plastic Molding and Forming	463	1984	BPT, BCT, NSPS
	Porcelain Enameling	466	1982	BPT, BAT, NSPS, PSES, PSNS
	Pulp, Paper and Paperboard	430	1998	BPT, BCT, BAT, NSPS, PSES, PSNS, BMP
	Rubber Manufacturing	428	1974	BPT, BAT, NSPS, PSNS
	Soaps and Detergents Manufacturing	417	1974	BPT, BAT, NSPS, PSNS
	Steam Electric Power Generating	423	1982	BPT, BAT, NSPS, PSES, PSNS
	Sugar Processing	409	1974	BPT, BCT, BAT, NSPS
	Textile Mills	410	1982	BPT, BAT, NSPS
	Timber Products Processing	429	1981	BPT, BAT, NSPS
	Transportation Equipment Cleaning	442	2000	BPT, BCT, BAT, NSPS, PSES, PSNS
	Waste Combustors	444	2000	BPT, BCT, BAT, NSPS, PSES, PSNS

C.2 Pretreatment devices or processes used for treating wastewater or sludge (check all that apply):

[ ] Air Floatation
[ ] Centrifuge
[ ] Chemical precipitation
[ ] Chlorination
[ ] Cyclone
[ ] Filtration
[ ] Flow Equalization
[ ] Grease or oil separation, type_____________________________________
[ ] Grease trap
[ ] Grit Removal
[ ] Ion Exchange
[ ] Neutralization, pH correction
[ ] Ozonation
[ ] Reverse Osmosis
[ ] Screen
[ ] Sedimentation
[ ] Septic Tank
[ ] Solvent Separation
[ ] Spill Protection
[ ] Sump
[ ] Biological treatment, type______________________________________
[ ] Rainwater diversion or storage
[ ] Other chemical treatment, type__________________________________
[ ] Other physical treatment, type__________________________________
[ ] Other, type____
[ ] No pretreatment provided

C.3 If any wastewater analyses have been performed on the wastewater discharge(s) from your facility, attach a copy of the most recent data to this questionnaire. Be sure to include the date of analysis, name of laboratory performing the analysis, laboratory certification number if applicable and location(s) from which sample(s) were taken (attach sketches, plans, etc., as necessary).

C.4 Priority Pollutant Information: Please indicate by placing an (X) in the appropriate box by each listed chemical whether it is "Known to be Present," or "Known to be Absent" in your manufacturing or service activity or generated as a by-product.

CHEMICAL COMPOUND		Known Present	Known Absent
I.	METALS *AND INORGANICS*		
1.	*Antimony*	*[ ]*	*[ ]*
2.	*Arsenic*	*[ ]*	*[ ]*
3.	*Asbestos*	*[ ]*	*[ ]*
4.	*Beryllium*	*[ ]*	*[ ]*
5.	*Cadmium*	*[ ]*	*[ ]*
6.	*Chromium*	*[ ]*	*[ ]*
7.	*Copper*	*[ ]*	*[ ]*
8.	*Cyanide*	*[ ]*	*[ ]*
9.	*Lead*	*[ ]*	*[ ]*
10.	*Mercury*	*[ ]*	*[ ]*
11.	*Nickel*	*[ ]*	*[ ]*
12.	*Selenium*	*[ ]*	*[ ]*
13.	*Silver*	*[ ]*	*[ ]*
14.	*Thallium*	*[ ]*	*[ ]*
15.	*Zinc*	*[ ]*	*[ ]*
II.	*PHENOLS AND CRESOLS*		
16.	*Phenol(s)*	*[ ]*	*[ ]*
17.	*Phenol, 2-chloro*	*[ ]*	*[ ]*
18.	*Phenol, 2,4-dichloro*	*[ ]*	*[ ]*
19.	*Phenol,2,4,5-trichloro*	*[ ]*	*[ ]*
20.	*Phenol, pentachloro*	*[ ]*	*[ ]*
21.	*Phenol, 2-nitro*	*[ ]*	*[ ]*
22.	*Phenol, 4-nitro*	*[ ]*	*[ ]*
23.	*Phenol, 2,4-dinitro*	*[ ]*	*[ ]*
24.	*Phenol, 2,4-dimethyl*	*[ ]*	*[ ]*
25.	*m-Cresol, p-chloro*	*[ ]*	*[ ]*
26.	*o-Cresol,4,6-dinito*	*[ ]*	*[ ]*

CHEMICAL COMPOUND		Known Present	Known Absent
III.	MONOCYCLIC AROMATICS (EXCLUDING PHENOLS, CRESOLS AND PHTHALATES)		
27.	*Benzene*	*[ ]*	*[ ]*
28.	*Benzene, chloro*	*[ ]*	*[ ]*
29.	*Benzene, 1,2-dichloro*	*[ ]*	*[ ]*
30.	*Benzene, 1,3-dichloro*	*[ ]*	*[ ]*
31.	*Benzene, 1,4-dichloro*	*[ ]*	*[ ]*
32.	*Benzene 1,2,4-trichloro*	*[ ]*	*[ ]*
33.	*Benzene, hexachloro*	*[ ]*	*[ ]*
34.	*Benzene, ethyl*	*[ ]*	*[ ]*
35.	*Benzene, nitro*	*[ ]*	*[ ]*
36.	*Toluene*	*[ ]*	*[ ]*
37.	*Toluene, 2,4-dinitro*	*[ ]*	*[ ]*
38.	*Toluene, 2,6-dinitro*	*[ ]*	*[ ]*
IV.	*PCB'S AND RELATED COMPOUNDS*		
39.	*PCB-1016*	*[ ]*	*[ ]*
40.	*PCB-1221*	*[ ]*	*[ ]*
41.	*PCB-1232*	*[ ]*	*[ ]*
42.	*PCB-1242*	*[ ]*	*[ ]*
43.	*PCB-1248*	*[ ]*	*[ ]*
44.	*PCB-1254*	*[ ]*	*[ ]*
45.	*PCB-1260*	*[ ]*	*[ ]*
46.	*2-Chloronaphthalene*	*[ ]*	*[ ]*
V.	*ETHERS*		
47.	*Ether, bis (chloromethyl)*	*[ ]*	*[ ]*
48.	*Ether, bis*	*[ ]*	*[ ]*
49.	*Ether, bis (2-chlorosoprophyl)*	*[ ]*	*[ ]*
50.	*Ether, 2-chloroethyl vinyl*	*[ ]*	*[ ]*
51.	*Ether, 4-bromophenyl phenyl*	*[ ]*	*[ ]*
52.	*Ether, 4-chlorophenyl phenyl*	*[ ]*	*[ ]*
53.	*Bis (2-chloroethoxy) methane*	*[ ]*	*[ ]*
VI.	*NITROSAMINES AND OTHER NITROGEN-CONTAINING COMPOUNDS*		
54.	*Nitrosamine, dimethyl*	*[ ]*	*[ ]*
55.	*Nitrosamine, diphenyl*	*[ ]*	*[ ]*
56.	*Nitrosamine, di-n-propyl*	*[ ]*	*[ ]*
57.	*Benzidine*	*[ ]*	*[ ]*
58.	*Benzidine, 3,3-dichloro*	*[ ]*	*[ ]*
59.	*Hydrazine 1,2-diphenyl*	*[ ]*	*[ ]*
60.	*Acrylonitrile*	*[ ]*	*[ ]*

CHEMICAL COMPOUND		Known Present	Known Absent
VII. HALOGENATED ALIPHATICS			
61.	*Methane, bromo-*	*[ ]*	*[ ]*
62.	*Methane, chloro-*	*[ ]*	*[ ]*
63.	*Methane, dichloro*	*[ ]*	*[ ]*
64.	*Methane, chlorodibromo*	*[ ]*	*[ ]*
65.	*Methane, dichlorobromo*	*[ ]*	*[ ]*
66.	*Methane, tribromo*	*[ ]*	*[ ]*
67.	*Methane, trichloro*	*[ ]*	*[ ]*
68.	*Methane, tetrachloro*	*[ ]*	*[ ]*
69.	*Methane, trichlorofluoro*	*[ ]*	*[ ]*
70.	*Methane, dichlorodifluoro*	*[ ]*	*[ ]*
71.	*Ethane, 1,1-dichloro*	*[ ]*	*[ ]*
72.	*Ethane, 1,2-dichloro*	*[ ]*	*[ ]*
73.	*Ethane, 1,1,1-trichloro*	*[ ]*	*[ ]*
74.	*Ethane 1,1,2-trichloro*	*[ ]*	*[ ]*
75.	*Ethane 1,1,2,1-tetrachloro*	*[ ]*	*[ ]*
76.	*Ethane, hexachloro*	*[ ]*	*[ ]*
77.	*Ethane, chloro*	*[ ]*	*[ ]*
78.	*Ethene, 1,1-dichloro*	*[ ]*	*[ ]*
79.	*Ethene, trans-dichloro*	*[ ]*	*[ ]*
80.	*Ethene, trichloro*	*[ ]*	*[ ]*
81.	*Ethene, tetrachloro*	*[ ]*	*[ ]*
82.	*Propane, 1,2-dichloro*	*[ ]*	*[ ]*
83.	*Propene, 1,2-dichloro*	*[ ]*	*[ ]*
84.	*Butadiene, hexachloro*	*[ ]*	*[ ]*
85.	*Cyclopentadiene, hexachloro*	*[ ]*	*[ ]*
VIII. PHTHALATE ESTERS			
86.	*Phthalate, di-c-methyl*	*[ ]*	*[ ]*
87.	*Phthalate, di-n-ethyl*	*[ ]*	*[ ]*
88.	*Phthalate, di-n-butyl*	*[ ]*	*[ ]*
89.	*Phthalate, di-n-octyl*	*[ ]*	*[ ]*
90.	*Phthalate bis (2-ethylhexyl),*	*[ ]*	*[ ]*
91.	*Phthalate, butyl benzyl*	*[ ]*	*[ ]*
IX. POLYCYCLIC AROMATIC HYDROCARBONS			
92.	*Acenaphthene*	*[ ]*	*[ ]*
93.	*Acenaphthylene*	*[ ]*	*[ ]*
94.	*Benzo (a) anthracene*	*[ ]*	*[ ]*
95.	*Benzo (a) fluoranthene*	*[ ]*	*[ ]*
96.	*Benzo (k) fluoranthene*	*[ ]*	*[ ]*
97.	*Benzo (ghi) perylene*	*[ ]*	*[ ]*

CHEMICAL COMPOUND		Known Present	Known Absent
98.	*Benzo (a) pyrene*	*[ ]*	*[ ]*
99.	*Chrysene*	*[ ]*	*[ ]*
100.	*Dibenzo (a,n,)anthracene*	*[ ]*	*[ ]*
101.	*Fluoranthene*	*[ ]*	*[ ]*
102.	*Fluorene*	*[ ]*	*[ ]*
103.	*Indeno (1,2,3-cd) pyrene*	*[ ]*	*[ ]*
104.	*Naphthalene*	*[ ]*	*[ ]*
105.	*Phenanthrene*	*[ ]*	*[ ]*
106.	*Pyrene*	*[ ]*	*[ ]*
X.	*PESTICIDES*		
107.	*Acrolein*	*[ ]*	*[ ]*
108.	*Aldrin*	*[ ]*	*[ ]*
109.	*BHC (Alpha)*	*[ ]*	*[ ]*
110.	*BHC (Beta)*	*[ ]*	*[ ]*
111.	*BHC (Gamma) or Lindane*	*[ ]*	*[ ]*
112.	*BHC (Delta)*	*[ ]*	*[ ]*
113.	*Chlordane*	*[ ]*	*[ ]*
114.	*DDD*	*[ ]*	*[ ]*
115.	*DDE*	*[ ]*	*[ ]*
116.	*DDT*	*[ ]*	*[ ]*
117.	*Dieldrin*	*[ ]*	*[ ]*
118.	*Endosulfan (Alpha)*	*[ ]*	*[ ]*
119.	*Endosulfan (Beta)*	*[ ]*	*[ ]*
120.	*Endosulfan Sulfate*	*[ ]*	*[ ]*
121.	*Endrin*	*[ ]*	*[ ]*
122.	*Endrin aldehyde*	*[ ]*	*[ ]*
123.	*Heptachlor*	*[ ]*	*[ ]*
124.	*Heptachlor expoxide*	*[ ]*	*[ ]*
125.	*Isophorone*	*[ ]*	*[ ]*
126.	*TCDD (or Dioxin)*	*[ ]*	*[ ]*
127.	*Toxephene*	*[ ]*	*[ ]*

C.5 If you are unable to identify the chemical constituents of products you use that are discharged in your wastewater, attach copies of the materials safety data sheets for such products.

Check Yes or No if copies of the materials safety data sheets (MSDS) for such products are attached.

[ ] Yes [ ] No

SECTION D - OTHER WASTE

D.l Is there any liquid waste or sludge from this firm disposed of by means other than discharge into the sewer system?

[ ] Yes [ ] No

If "No", skip remainder of Section D.
If "Yes", complete D.2 and D.3.

D.2 This waste may best be described as follows:

	Estimated Gallons or Pounds/Year
[ ] Acids and Alkalines	________________________________
[ ] Heavy Metal Sludge	________________________________
[ ] Inks/Dyes	________________________________
[ ] Oil and/or Grease	________________________________
[ ] Organic Compounds	________________________________
[ ] Paints	________________________________
[ ] Pesticides	________________________________
[ ] Plating Waste	________________________________
[ ] Pretreatment Sludge	________________________________
[ ] Solvents/Thinners	________________________________
[ ] Other Hazardous Waste (specify)	
______________________	________________________________
______________________	________________________________
[ ] Other waste (specify)	
______________________	________________________________
______________________	________________________________

D.3 For any items checked in D.1 or D.2, does your company provide:

[ ] on-site storage
[ ] off-site storage
[ ] on-site disposal
[ ] off-site disposal

Briefly describe the method(s) of storage or disposal noted above.

_____________SECTION E - WASTESTREAM CHARACTERISTICS

E.1 Number of discharges from regulated processes (those with an existing or proposed categorical limit) to sanitary sewer system and their locations. ________________

Note: Any regulation containing pollutant discharge limits promulgated by the U. S. Environmental Protection Agency in accordance with section 307(b) and (c) of the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. 1251, et. seq.

E.2 Provide a schematic drawing showing the regulated process wastestreams, unregulated wastestreams, domestic wastewater flows, cooling water, boiler blow down, etc.

E.3 Wastewater Characteristics

a. Daily Flow: Average Daily Flow (GPD)____________________
Average Maximum Daily Flow (GPD)___________

b. Identify the discharge from each regulated process and check type of discharge.

Process Continuous Intermittant Batch Flow (GPD)
____
____
____

c. Waste characteristics at point of discharge:

BOD (mg/L)		pH (S.U.)	
COD (mg/L)		Temp. oC	
TOC (mg/L)		Alkalinity (mg/L)	
TSS (mg/L)		Copper (mg/L)	
TDS (mg/L)		Lead (mg/L)	
Surface Tension (dynes/cm)		Petroleum Derived Oil and Grease (mg/L)	

Note: Abbreviations: BOD5 - Biochemical Oxygen Demand;
COD - Chemical Oxygen Demand;
TOC - Total Organic Carbon;
TSS - Total Suspended Solids;
TDS - Total Dissolved Solids;
S.U. - Standard Units.

Priority Pollutants shown in Section C.4

Pollutants Concentration (mg/L)
_________________________ ______________________________
_________________________ ______________________________
_________________________ ______________________________
_________________________ ______________________________

Flow at time sample collected__________________MGD

d. Priority Pollutants at each regulated process:

PROCESS	**POLLUTANT(S)**	**CONCENTRATION (mg/L)**

E.4 Does the discharged wastewater:

a) Create a fire or explosion hazard? Yes___ No___

b) Have a pH lower than 5.0 su? Yes___ No___

c) Contain a substance that can obstruct the flow in the collection system? Yes___ No___

E.5 Identify if your discharge is subject to any categorical pretreatment standards issued by the Environmental Protection Agency. Indicate whether or not these standards are in compliance.

____
____
____

E.6 If additional pretreatment facilities or better operation and maintenance are required to meet the standards in Section E, what is the shortest schedule by which these corrections can be completed?

____
____

ATTACHMENT B

ENFORCEMENT RESPONSE PLAN

CITY OF GEORGETOWN PRETREATMENT PROGRAM

ENFORCEMENT RESPONSE PLAN

Effective: October 1, 2019

CITY OF GEORGETOWN'S PRETREATMENT PROGRAM
ENFORCEMENT RESPONSE PLAN

I. INTRODUCTION

In accordance with 40 CFR 403.8(f) and the City of Georgetown's (the City's) NPDES permit, the City is required to develop and implement an Enforcement Response Plan (ERP) with Guide (ERG) for approval in accordance with R.61-9.403.8(f) (5). The USEPA requires the City to describe its compliance monitoring procedures, and its use and escalation of various enforcement responses, as well as time frames and responsibilities. The ERP shall contain detailed procedures indicating how the City will investigate and respond to instances of Industrial User (IU) non-compliance. The ERP shall, at a minimum:

- Describe how the Sewer Authority will investigate instances of non-compliance;
- Describe the types of escalating enforcement responses the City will take in response to all anticipated types of Industrial User violations and the time periods within which responses will take place;
- Identify (by title) the official(s) responsible for each type of response; and
- Reflect adequately the City's primary responsibility to enforce all applicable pretreatment requirements and standards, as detailed in 40 CFR 403.8(f)(1) and (f)(2).

II. ENFORCEMENT PRINCIPLES AND PROCEDURES

A.) Responsibilities, Procedures, and Time Frames

The City has enforcement powers to the extent of its legal authority. The legal authority to implement and enforce the pretreatment program is detailed in City's Pretreatment Ordinance. The City recognizes that its enforcement responses are always limited to those authorized under Federal and State laws, and the City's ordinance. The enforcement response must be appropriate to the violation. Throughout the enforcement process, it is important for all levels of management to be able to assess the effectiveness of the pretreatment program and to identify progress or deficiencies. The enforcement procedures described in the ERP give management the information needed to ensure that the City makes timely decisions and the program is successfully implemented. To provide for internal management control, the ERP:

1. Identifies the individual(s) or unit(s) responsible for each element of the ERP;
2. Describes procedures for collecting and disseminating information including the sampling and inspection of IUs and notifying IUs of violations;
3. Ensures tracking of program activities including compliance reviews and enforcement actions;
4. Allows for the evaluation of specific activities in terms of their quality, timeliness (see time frames outlined in the discussions throughout the ERP and in the ERG (Attachment A)), results, and accomplishment of program objectives.

B). Industrial User Inventory Data

A complete and accurate compilation of the pertinent data is the foundation of a compliance tracking and the enforcement system. A current inventory of IUs must be maintained under 40 CFR 403.8(0)(2)(1) and includes name, location, identification number, effluent limits, basis for the limits (such as categorical limits or local limits), volume of discharge, pretreatment permit status, compliance dates and other special requirements, category, and identify industries as IU or as Significant Industrial Users (SIU) as defined in 40 CFR 403.3 (j), (v).

C). Sampling and Inspection of Industrial Users

The City's pretreatment program will include field investigations. The field investigations may be routine compliance monitoring or special monitoring in response to violations, technical problems, or to support permit modifications. City will be responsible for the coordination of all sampling, inspections, and for ensuring that they are performed in accordance with established procedures. It is critical that proper procedures be followed during sampling and inspections, including quality assurance/quality control and chain-of-custody procedures, so that all information collected may be used as evidence in enforcement proceedings, if necessary. (All permit violations found from routine compliance monitoring, special monitoring, or IU self-monitoring are subject to appropriate enforcement action.)

D). Types of Violation

The following is a list of different types of violations, by category. This list is not inclusive but serves as a general list of anticipated types of non-compliance. The IU's permit, the City's Pretreatment Ordinance, and State and Federal regulations serve as additional references for Pretreatment Requirements.

Un-Permitted Discharges: Users are responsible for obtaining and renewing permits, if required.
Permit Limits Violations: Users are responsible for maintaining compliance with all permit effluent limits. The City will evaluate the extent of any limit violation(s). In determining the extent of violations, significant non-compliance (SNC) as defined by State and EPA regulations, will be determined.
Monitoring Violations: A User who fails to adequately conduct all the monitoring required in the permit, including monitoring frequencies and sampling methods specified, is in violation. This includes a User who does not resample in accordance with their permit when a limit violation occurs.
Reporting Violations: A User who fails to provide information (e.g. self- monitoring reports) required in their permit or the Pretreatment Ordinance in the required time frame is in violation. Late or incomplete reports will also be considered violations. A SIU who submits a report more than 45 days late will be considered in SNC.
Permit Conditions: Failure to apply or reapply for a permit is considered a violation. Users who violate the general or other conditions (e.g. slug loading, dilution prohibition) outlined in their permits or the Pretreatment Ordinance shall be in violation.
Enforcement Orders: Failure to meet the requirements of an order (e.g. interim limits, milestone dates, etc.), whether the order was entered voluntarily or mandated by the Water Utilities Manager (WWUM), shall be considered a violation. Missing a scheduled compliance milestone by more than 90 days is considered SNC.

III. ENFORCEMENT EVALUATION

The violations and discrepancies that are identified during compliance screening will be reviewed to evaluate the type of enforcement response needed. An ERG has been developed in accordance with the City's Pretreatment Ordinance, State and Federal regulations to assist in this evaluation and is included at Attachment A of this plan. The ERG identifies the types of responses that are appropriate based on factors concerning the nature of the violation (such as average or maximum limit; reporting late or deficient), the duration of the violation, the frequency of the violation (isolated or recurring), the potential impact of the violation, and the compliance history of the IU or SIU. The ERG assists in this evaluation reflecting the following concepts:

(1) The City must review and respond to violations of pretreatment requirements.

(2) The City will notify the Industrial User when a violation is found.

(3) For most violations, the City will receive an explanation and, as appropriate, a plan from the IU to correct the violation within a specified time.

(4) If the violation(s) persist or the explanation and the plan are not adequate, the City's response will become more formal and commitments (or schedules, as appropriate) for compliance will be established in an enforceable document.

(5) The enforcement response selected will be related to the seriousness of the violation. Enforcement responses will be escalated if compliance is not achieved expeditiously after taking initial action. (See Attachment B, Administrative Penalty Matrix).

The enforcement responses are divided into informal responses and formal responses:

(1) Informal actions include:

- ✓ Informal Documented Correspondence to Industrial Users (e-mail, letter, phone call)

(2) Formal actions include:

- ✓ Notice of Violation (NOV)
- ✓ Show Cause Order (SCO) and Administrative Orders
- ✓ Administrative penalties
- ✓ Civil suit for injunctive relief and/or civil penalties and damages
- ✓ Criminal prosecution
- ✓ Termination of services (revoking permit or authorization letter)

IV. PENALTY CALCULATION RATIONALE

In accordance with the authority vested in the Publicly Owned Treatment Works (POTW) WUM under the Pretreatment Ordinance, the civil penalty calculation shall be based upon a documented record of non-compliance of a state or federal rule or regulation, standard, permit or the

Pretreatment Ordinance. The administrative civil penalty may be included in an Order issued by the WUM.

The penalty range and amount are derived with consideration of the following factors:

1. Degree of harm or potential for harm (PFH) to the public health, safety, or the environment,
2. Extent of deviation (EOD) from the requirements of the statute, regulation, standard or permit,
3. Frequency or duration of the violation,
4. Economic benefit as a result of non-compliance,
5. Cost of restoration of the environment or abatement of the environmental harm,
6. Past performance record or history of non-compliance,
7. Degree of willfulness or negligence.

NOTE: It is recommended that a civil penalty assessment rationale be developed for each enforcement action for which a civil penalty is assessed.

The POTW reserves the right to issue an Order with a statutory maximum penalty.

Penalties for long-lasting and/or continuing violations (such as, but not limited to unauthorized discharges or poor operation and maintenance) and recovery of economic benefit, when determined, may be assessed per occurrence, per month, or per week.

Stipulated penalties may be used when appropriate. The POTW may escalate enforcement actions and increase penalty amounts to encourage compliance and ensure efficiency of operation during upgrades.

STEPS FOR CALCULATING A CIVIL PENALTY

STEP 1

Confirm all the pertinent facts of the alleged violation(s) with appropriate personnel.

STEP 2

Calculate the economic benefit derived by the responsible party for non-compliance, if applicable.

[NOTE: This calculation can only be done using reasonable capital and operational cost estimates assisting that the installation/proper maintenance/licensing of the required equipment or personnel; or proper installation/construction; or appropriate sampling; or site remediation/protection/registration would have allowed the IU to achieve compliance with the applicable regulations. This information may not be available prior to the initial enforcement conference and the penalty would need to be adjusted upward at a later date to include this penalty component.]

STEP 3

Calculate the Gravity Component for each violation with consideration of the Pretreatment Ordinance and "Penalty Matrix."

STEP 3a

Determine an appropriate degree of "Potential for Harm" to human health or the environment.

STEP 3b

Determine the appropriate degree of the "Extent of Deviation" from the applicable statute or regulation.

STEP 3c

Select the applicable penalty range from the "Administrative Penalty Matrix".

STEP 3d

Determine the amount of penalty from the penalty range by evaluating the criteria for the number of violation occurrences.

STEP 4

For each violation in the Gravity Component, using the Administrative Penalty Matrix provided in Attachment B, determine if there were additional or multiple violations and/or recalcitrance. Then, for each violation in the Gravity Component, multiply the assessed amount by 1 to 2.5 (0-150%) to allow for a recalcitrance/multiple violation factor.

[Note: The penalty may be adjusted upward to address additional violations in excess of those on which the Gravity Component was calculated and/or the documented demonstration of un-cooperativeness, i.e. unjustified delays in preventing, correcting, or mitigating violations, violations of previous orders, failure to provide timely or complete information, etc.]

STEP 5

Determine whether the IU has had previous Orders for the same violation to provide for a Violation Reoccurrence Factor (Repeat Violator). For a second offense violation within a three-year period, take the total Gravity Component and multiply it by 0.5 to 1.0 (50%-100%). For a third offense within a five-year period, take the total Gravity Component and multiply it by 1.0 to 3.0 (100%-300%).

The administrative penalty may be adjusted upward or downward if additional violations are discovered or if violations did not actually exist or economic benefit needs additional consideration.

STEP 6

Determine additional "Adjustment Factors":

1. Degree of cooperation or good faith efforts (0-15%)
2. Measures taken to prevent reoccurrence (0-15%)

[Note: Consideration of these factors allow for the downward adjustment of the total penalty amount calculated. Allowance may be made for IUs with an average monthly flow of <0.5 Million Gallons per Day (MGD). The maximum penalty reduction should be no more than the higher of (a) economic benefit plus 10% of calculated penalty; or, (b) 25% of calculated penalty.]

The WUM may consider acceptance of a Supplemental Environmental Project (SEP) by an IU with whom the City had engaged an enforcement action, including an Order and administrative penalty. A SEP is an environmentally beneficial project or activity that is not required by law, but which the IU voluntarily agrees to undertake as part of the settlement of an enforcement action. The SEP is a project or activity that goes beyond what could legally be required to return the IU to a compliant status and secures for City environmental and/or public health benefits in addition to those achieved by compliance with applicable law.

[Note: Any SEP submitted, reviewed and approved allowing for an adjustment of the civil penalty calculated shall be processed in consideration of the 2015 Update of the 1998 U.S. EPA Supplemental Environmental Project Policy, dated March 10, 2015.]

STEP 7

The total civil penalty settlement amount is based upon the following formula:

CIVIL PENALTY = **Economic Benefit** (as is or adjusted) + **Total Gravity Component** (as is or adjusted) + **Recalcitrance/Multiple Factor** (See STEP 4) (as is or adjusted) + **Violation Reoccurrence Factor** (See STEP 5) (as is or adjusted) - additional adjustment factors (from STEP 6)

V. ADMINISTRATIVE PENALTY MATRIX

This Administrative Penalty Matrix is used to determine the Gravity Component penalty range for violations. Each violation cited should be run through the Administrative Penalty Matrix to determine the Total Gravity Component of the penalty. Potential for Harm (PFH) means the potential for harm to the WWTP, human health, or the environment (in the event of Pass-through). Extent of Deviation (EOD) is pertaining to the degree that the IU deviate from the relevant requirement, statute, or regulation.

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

UN-PERMITTED DISCHARGE (NO PERMIT)

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Unpermitted Discharge	**Discharge Unknown to IU No Harm to POTW or Environment** PFH - Minor EOD - Minor to Moderate	Any of the following: Notice of Violation (NOV) with or without Penalty, Show Cause Order (SCO), or Consent Order (CO) $0 - $800/Day	Within 15 days	IPC	Submit Industrial Waste Survey (IWS) within 30 days	Any of the following: SCO, CO, Administrative Order (AO) with Penalty
	Discharge Unknown to IU Harm to POTW or Environment PFH - Moderate to Major EOD - Moderate to Major	Any of the following: SCO, AO with Penalty, or Emergency Suspension of Service (ESS) $800 - $2000/Day	Immediate	WUM	Halt Discharge immediately, Submit IWS and Written Explanation within 15 days	Any of the following: ESS, Termination of Service (TOS), Criminal Investigation (CI), or Civil Litigation (CL)
	Discharge Known to IU No Harm to POTW or Environment PFH - Minor EOD - Minor to Moderate	NOV with Penalty $0 - $800/Day	Immediate	WUM	Halt Discharge immediately, Submit IWS and Written Explanation within 30 days	Any of the following: SCO, CO, AO with Penalty, ESS, or TOS
	Discharge Known to IU Harm to POTW or Environment PFH - Moderate to Major EOD - Moderate to Major	Any of the following: SCO, AO with Penalty, ESS, TOS, CI, or CL $800 - $2000/Day	Immediate	WUM	Halt Discharge immediately, Submit IWS and Written Explanation within 15 days	Any of the following: ESS, TOS, CI, or CL

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

PERMIT LIMIT VIOLATION

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Permit Limit	**Isolated - Not Significant** PFH - Minor EOD – Minor	Documented Correspondence (only if first offense) otherwise, NOV without Penalty $0 - $400/Day	Within 15 days	IPC	Resample and Submit Written Explanation within 30 days	NOV with Penalty
	Isolated - Significant (>TRC) PFH - Minor EOD - Moderate to Major	NOV with Penalty $400 - $1200/Day	Within 15 days	IPC	Resample and Submit Written Explanation within 30 days	Any of the following: NOV with Penalty, SCO, or CO
	Reoccurring - Not Significant PFH - Minor EOD – Minor	Any of the following: NOV with or without Penalty, SCO, or CO $0 - $400/Day	Within 15 days	IPC	Resample and Submit Written Explanation within 30 days	Any of the following: SCO, CO, or AO with Penalty
	Reoccurring – Significant (>TRC) PFH - Minor to Major EOD - Moderate to Major	Any of the following: NOV with Penalty, SCO, or CO $400 - $2000/Day	Immediate	WUM	Resample and Submit Written Explanation within 30 days	Any of the following: SCO, CO, AO with Penalty, ESS, or TOS
	Industry in Significant Non-Compliance or Chronic Non-Compliance PFH - Minor to Major EOD - Moderate to Major	SCO or CO $400 - $2000/Day	Immediate	WUM	Submit Written Explanation and Corrective Action Plan (CAP) within 30 days	Any of the following: SCO, AO with Penalty, ESS, or TOS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

REPORTING VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Reporting	**DMR is Improperly Signed or Certified - Isolated Event** PFH - Minor EOD - Minor	Documented Correspondence (only if first offense) otherwise, NOV $0-$400/Day	Within 15 days	IPC	Re-submit DMR with Written Explanation within 5 days	NOV with Penalty
	DMR is Improperly Signed or Certified – Reoccurring PFH - Minor EOD - Minor to Moderate	NOV with or without Penalty $0 - $800/Day	Within 15 days	WUM	Re-submit DMR with Written Explanation within 5 days	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty
	Late DMR or Report (<5 days late) PFH - Minor EOD – Minor	Documented Correspondence (only if first offense) otherwise, NOV $0-$400/Day	Within 15 days	IPC	Submit DMR or Report with Written Explanation within 5 days	NOV with Penalty
	Late DMR or Report (>5 days late) PFH - Minor EOD – Moderate	NOV with Penalty $50 - $400/Day	Within 15 days	IPC	Submit DMR or Report with Written Explanation within 5 days	NOV with Penalty
	Late DMR or Report (> 30 days or more) PFH - Minor EOD - Moderate to Major	NOV with Penalty $400-$1200/Day	Within 15 days	WUM	Submit DMR or Report with Written Explanation within 5 days	Any of the following: SCO, CO, or AO with Penalty
	Late DMR or Report (> 45 days or more - SNC) PFH - Minor EOD - Major	Any of the following: SCO, CO, or AO with Penalty $800-$1200/Day	Within 15 days	WUM	Submit DMR or Report with Written Explanation within 5 days	ESS or TOS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

REPORTING VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Reporting	**Failure to Report Spill** **No Known Harm to POTW or Environment** PFH - Moderate to Major EOD - Moderate to Major	NOV with Penalty $400 - $1200/Day	Within 15 days	IPC	Submit Written Explanation within 5 days with CAP and Spill Control Plan (as necessary) within 10 days	Any of the following: SCO, CO, or AO with Penalty
	Failure to Report Spill **Harm to POTW or Environment** PFH - Moderate/Major EOD - Moderate/Major	Any of the following: SCO, CO, or AO with Penalty $800 - $2000/Day	Immediate	WUM	Submit Written Explanation within 5 days with CAP and Spill Control Plan (as necessary) within 10 days	Any of the following: SCO, AO with Penalty, ESS, TOS, CI, or CL
	Falsification PFH - Moderate to Major EOD - Major	Any of the following: SCO, AO with Penalty, ESS, TOS, CI, or CL $1200 - $2000/Day	Immediate	WUM	Submit Written Explanation and CAP within 5 days	Any of the following: ESS, TOS, CI, or CL

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

MONITORING VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Monitoring	**Failure to Monitor Pollutants as Required by Permit - Isolated Event** PFH - Minor EOD – Minor	NOV with or without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation within 15 days	Any of the following: NOV with Penalty, SCO, CO with Penalty, or AO with Penalty
	Failure to Monitor Pollutants as Required by Permit - Reoccurring PFH - Minor to Moderate EOD – Moderate	NOV with Penalty $400 - $1200/Day	Within 15 days	IPC	Submit Written Explanation within 15 days	Any of the following: NOV with Penalty, SCO, CO with Penalty, AO with Penalty, ESS, or TOS
	Failure to Resample After a Permit Violation - Isolated Event PFH - Minor EOD – Minor	Any of the following Informal Documented Correspondence, NOV with or without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation within 15 days	NOV with Penalty
	Failure to Resample After a Permit Violation - Reoccurring PFH - Minor to Moderate EOD – Moderate	SCO or CO with Penalty $400 - $1200/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: SCO, AO with Penalty, ESS, or TOS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

MONITORING VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Improper Sampling	**Not Intentional** PFH - Minor to Moderate EOD - Minor to Moderate	NOV with or without Penalty $0 - $1200/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty
	Evidence of Intent PFH - Moderate to Major EOD - Moderate to Major	Any of the following SCO, AO with Penalty, or ESS $800 - $2000/Day	Immediate	WUM	Submit Written Explanation and CAP within 5 days	Any of the following: ESS, TOS, CI, or CL
Failure to Install Monitoring Equipment	**Delay of Less Than 30 days** PFH - Minor EOD - Minor	NOV with or without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty
	Delay of 30 days or more PFH - Minor to Moderate EOD - Moderate to Major	Any of the following NOV with Penalty, SCO, or CO $400 - $1600/Day	Within 15 days	UM	Submit Written Explanation and CAP within 15 days	Any of the following: SCO, CO, AO with Penalty, or ESS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

MONITORING VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Failure to Report Additional Monitoring	**Isolated Event** PFH - Minor EOD - Minor	Informal Documented Correspondence or NOV $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation within 15 days	Any of the following: NOV with or without Penalty, SCO, or AO with Penalty
	Reoccurring PFH - Minor EOD - Moderate	NOV with Penalty $400 - $800/Day	Within 15 days	WUM	Submit Written Explanation and CAP within 15 days	Any of the following: NOV with Penalty, SCO, AO with Penalty, or ESS

OTHER VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Failure to Properly Operate & Maintain Pretreatment Facility	**Isolated Event (with no affect upon discharge quality)** PFH - Minor EOD - Minor	Any of the following: Informal Documented Correspondence; NOV with or without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty
	Reoccurring PFH – Minor EOD – Moderate	Any of the following: NOV with Penalty, SCO, CO, or AO with penalty $400 - $800/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: SCO, CO, AO with Penalty, ESS, or TOS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

OTHER VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Failure to Renew Permit	**Failure to Submit Permit Application When Due** ≤30 days PFH - Minor/EOD - Minor >30 days PFH - Minor/EOD Moderate >60 days PFH - Minor /EOD – Major	NOV with or without Penalty $0 - $400/Day $400 - $800/Day $800 - $1200/Day	Within 15 days	IPC	Submit Industrial Waste Survey (IWS) and Written Explanation within 30 days	Any of the following: NOV with Penalty, SCO, AO with Penalty, ESS, or TOS
Entry Denial	**Isolated or Reoccurring** PFH - Minor EOD – Moderate	Obtain Warrant and Return $400 - $800/Day	Immediate	WUM	Submit Written Explanation within 5 days	Any of the Following: ESS, TOS, CI, or CL
Inadequate Record Keeping	**Inspection Results in Incomplete or Missing Documents** PFH - Minor EOD - Minor	Any of the following: Informal Documented Communication of deficiency, NOV with or without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the Following: NOV with Penalty, SCO, CO, or AO with Penalty
	Reoccurring Violation of Above PFH - Minor EOD - Moderate	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty $400 - $800/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 15 days	Any of the following: SCO, AO with Penalty, ESS, or TOS
Illegal Discharge	**Isolated** PFH - Minor to Major EOD - Moderate to Major	Any of the following: NOV with Penalty, SCO, CO, or AO with Penalty $400 - $2000/Day	Immediate	WUM	Halt Discharge immediately, Submit Written Explanation and CAP within 5 days	Any of the following: SCO, AO with Penalty, ESS, TOS, CI, or CL
	Reoccurring PFH - Moderate to Major EOD - Moderate to Major	SCO or AO with Penalty $800 - $2000/Day	Immediate	WUM	Halt Discharge immediately, Submit Written Explanation and CAP within 5 days	Any of the following: ESS, TOS, CI, or CL

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

OTHER VIOLATIONS

VIOLATION TYPE	NATURE OF VIOLATION POTENTIAL FOR HARM (PFH) EXTENT OF DEVIATION (EOD)	POTW ENFORCEMENT ACTION OPTIONS PENALTY LIABILITY RANGE	POTW TIME FRAME	POTW OFFICIAL	INDUSTRIAL USER RESPONSE REQUIRED	ESCALATED ENFORCEMENT ACTION OPTIONS
Violation of Administrative Order Requirements	**Isolated or Reoccurring** PFH - Minor to Major EOD - Moderate to Major	Any of the following: Notice of Order Violation, SCO, AO with Penalty, ESS, TOS, CI, or CL $400 - $2000/Day	Immediate	WUM	Submit Written Explanation and CAP within 10 days	Any of the Following: ESS, TOS, CI, or CL
Failure to Meet Compliance Schedules	**Missed Milestone (<30 days) with acceptable explanation; Will Not Affect Final Milestone** PFH - Minor EOD – Minor	NOV granting extension without Penalty $0 - $400/Day	Within 15 days	IPC	Submit Written Explanation and CAP within 10 days	NOV with Penalty
	Missed Milestone (>30 days) with acceptable explanation; Will Affect Final Milestone PFH - Minor EOD – Minor	Any of the Following: NOV with or without Penalty, SCO, or CO $0 - $400/Day	Within 15 days	WUM	Submit Written Explanation and CAP within 10 days	Any of the Following: NOV with Penalty, SCO, CO, or AO with Penalty
	Missed Milestone (>30 days) with NO acceptable explanation Will Affect Final Milestone PFH - Minor EOD – Moderate	Any of the Following: NOV with Penalty, SCO, CO, or AO with Penalty $400 - $800/Day	Immediate	WUM	Submit Written Explanation and CAP within 10 days	Any of the Following: SCO, CO, AO with Penalty, ESS, or TOS

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

Time Frames for Responses:

A. All violations will be identified and documented within ten (10) days of receiving information.

B. Initial enforcement responses [involving contact with the Industrial User and requesting information on corrective or preventative action(s)] will occur within fifteen (15) days of violation detection.

C. Follow-up actions for continuing or re-occurring violations will be taken within sixty (60) days of the initial enforcement response. For all continuing violations, the response will include a Consent or Administrative Order schedule.

D. Violations which threaten health, property, or environmental quality are considered an emergency and will receive immediate responses such as halting the discharge or terminating service.

E. All violations meeting the criteria for significant non-compliance will be addressed with an enforceable order within thirty (30) days of the identification of the significant non-compliance.

F. All days are working days.

G. All enforcement responses are subject to Modification.

H. The UM has the authorization and overall responsibility of the IPC

Possible Enforcement Actions

1 - Informal Documented Correspondence

2 - Notice of Violation (NOV)

3 - Show Cause Order (SCO)

4 - Consent Order (CO)

5 - Administrative Order (AO)

6 - Emergency Suspension of Service (ESS)

7 - Termination of Service (TOS)

8 - Criminal Investigation (CI)

9 – Civil Litigation (CL)

Note: Consult "Penalty Calculation Rationale" in Enforcement Response Plan when determining appropriate penalty liability.

ATTACHMENT A - CITY OF GEORGETOWN ENFORCEMENT RESPONSE GUIDE (ERG)

Abbreviations, Terms & Definitions

Administrative Order (AO) - An administrative order is an enforceable document issued by the Control Authority to an industrial user, person or company to take certain corrective action regarding violation(s) to Control Authority's Industrial Pretreatment Program or Ordinances, State or Federal regulations. An administrative order is issued with a penalty.

Civil Litigation (CL) - An action taken by the Control Authority against an industrial user seeking injunctive relief, monetary penalties and/or actual damages.

Consent Order (CO) - A consent order is a voluntary agreement worked out between the Control Authority and an industrial user regarding a violation of the Control Authority's Industrial Pretreatment Program or Ordinance, State or Federal regulations. A consent order can be issued with or without a penalty.

Criminal Investigation (CI) - An action initiated through referral by the Control Authority when activities or actions by an industrial user or its employees are observed, or when information in gathered, which provides evidence of the commission of an environmental crime.

Harm to POTW – The incremental effect of a non-domestic (industrial) discharge that results in measurable or observed damage to the collection lines, pump stations and appurtenances, or causes treatment process interference or pass through of pollutants at the wastewater treatment plant.

Informal Documented Correspondence - May be a phone call or email but must be documented. Only appropriate for Minor and isolated infractions

Isolated Event - May be one or several violations but indicates a new condition.

IPC - Industrial Pretreatment Coordinator

IU - Industrial User

IWS - Industrial Waste Survey

Notice of Violation (NOV) - A NOV notifies the IU that the Control Authority believes the IU committed one or more violations and provides instructions for how to come into compliance. An NOV can be issued with or without a penalty.

Penalty - Monetary penalty assessed by the CA as penalties allowed under the ordinance.

Reoccurring Violation – A violation for which an enforcement action was taken that re-occurs within thirty (30) to ninety (90) days following the date of completion of an approved corrective action plan designed to remedy the noncompliance addressed.

Show Cause Order - Formal notice to meet requiring the IU to appear and demonstrate why the CA should not take a proposed enforcement action against them. The meeting may also serve as a forum to discuss Corrective Actions and Compliance Schedules.

SNC - Significant Noncompliance

SUO - Sewer Use Ordinance

WUM – Water Utilities Manager

ATTACHMENT B

CITY OF GEORGETOWN'S INDUSTRIAL PRETREATMENT PROGRAM

ADMINISTRATIVE PENALTY MATRIX

		EXTENT OF DEVIATION (EOD)		
	Penalty Range*	**Minor**	**Moderate**	**Major**
POTENTIAL FOR HARM (PFH)	**Minor**	$0 – $400 (20%)	$400 – $800 (40%)	$800 – $1,200 (60%)
	Moderate	$400 – $800 (40%)	$800 – $1,200 (60%)	$1,200 – $1,600 (80%)
	Major	$800 – $1,200 (60%)	$1,200 – $1,600 (80%)	$1,600 – $2,000 (100%)

NOTE: Violations of the Pretreatment Ordinance, Orders, permits, federal or state pretreatment program rules, or regulations, provides for maximum civil penalties in the amount of $2,000 per day of violation.

[*Penalty ranges are derived from the percentages shown of the maximum penalty amount set forth in the SUO, state or federal regulations.]

ATTACHMENT C

PRETREATMENT PROGRAM FEES

Application and Renewal Fees
SIU Permit Application $680.00
Septic Tank/Grease Hauler$200.00

Addendum Fees
SIU $200.00

Annual Inspection Fees
SIU without Pretreatment $720.00
SIU with Pretreatment $1040.00

Late Reporting Fee
SIU $50.00 every day thereafter until report is received

Hauled Waste
Basic Charge (FOG and Septage) $ 0.060 per gallon based on truck capacity effective July1,2017

Surcharge Fees
Using an average of three (3) applicable sample results, a surcharge will be determined for every permitted source of industrial waste based on the following formula:

Surcharge = V x 8.34 [A (C – D)]
Where:
V = Wastewater billed in millions of gallons during the billing cycle
A = Rate in dollars per pound for that constituent

BOD = $0.23/lb.
TSS = $0.19/lb.
Ammonia = $0.56/lb.
COD = $0.11/lb.

C = Constituent (BOD, COD, NH4, or TSS)
D = Typical domestic value for that constituent
BOD = 250 mg/l
COD = 600 mg/l
TSS = 250 mg/l
NH4 = 25 mg/l)
8.34 = pounds per gallon of water

MUNICIPAL STATE HIGHWAY PROJECT AGREEMENT

STATE OF SOUTH CAROLINA	)	
	)	RESOLUTION
COUNTY OF GEORGETOWN	)	

Road/Route	**S-22-82**
File	**P030438**
Item	**N/A**
Project	**Black River Road Widening**
PIN	**N/A**

WHEREAS, the South Carolina Department of Transportation ("SCDOT") proposes to construct, reconstruct, alter, or improve the certain segments of the highway(s) in the State Highway System referenced above which are located within the corporate limits of the City of Georgetown (hereinafter, "the City"); and

WHEREAS, the City wishes to authorize the construction and improvements of the aforesaid highway(s) in accordance with plans prepared by SCDOT ("the Project Plans");

NOW THEREFORE, BE IT RESOLVED that, pursuant to S.C. Code §57-5-820 (1976, as amended), the City does hereby consent to SCDOT's construction or improvements of the aforesaid highway(s) within its corporate limits in accordance with the Project Plans, and further, the City, having reviewed the plans for said construction, does hereby approve said plans as provided for in Code §57-5-830.

BE IT FURTHER RESOLVED, that the foregoing consent and approval represents the sole approval necessary from the City for SCDOT to complete the Project under the Project Plans and constitutes a waiver of any and all other requirements with regard to construction on this Project within the City's limits. Any funding issues between the Parties relating to the Project will be addressed in separate agreements. The foregoing waiver and consent shall extend to the benefit of utility companies engaged in relocating utility lines on account of the Project. Further, the City shall exempt all existing and new right-of-way and all other properties purchased in connection with right-of-way for the highway(s) from any general or special assessment against real property for municipal services so long as same is held by SCDOT.

BE IT FURTHER RESOLVED, that the City will assist SCDOT in causing all City-owned water, sewer pipes, manholes, fire hydrants, pressurized systems including force main, and all power lines or poles located within the existing right-of-way to be relocated in accordance with the project plans. The City will assist SCDOT, where possible, in causing utility facilities owned by third-parties located within the existing right-of-way to be relocated in accordance with the Project plans. To the extent that City-owned utilities are to be relocated in accordance with the Project plans, those utility pipes, lines, or hydrants may be replaced upon the new highway right-of-way at such locations as may be approved by SCDOT's project manager in accordance with SCDOT's "A Policy for Accommodating Utilities on Highway Rights-of-Way.". Future utility installations by the City within the limits of the new right-of-way after Project completion shall be pursuant to a standard utility encroachment permit obtained in the normal course and issued pursuant to SCDOT's "A Policy for Accommodating Utilities on Highway Rights-of-Way", August 2005, as revised.

BE IT FURTHER RESOLVED, that the City hereby signifies its intention to faithfully observe the provisions of Chapter 5, Title 56, Code of Laws of South Carolina, 1976, and all amendments thereto relating to the regulation of traffic on the street, or streets, to be constructed, reconstructed, altered or improved as hereinabove identified and further agrees to refrain from placing or maintaining any traffic control devices upon any section of said street, or streets, without having first obtained written approval of the South Carolina Department of Transportation as required in S.C. Code §56-5-930 (1976, as amended), nor enacting any traffic regulation ordinances inconsistent therewith.

IN WITNESS WHEREOF, This Resolution is adopted and made a part of the Municipal records this ____________________ day of ____________________, 2019, and the original of this Resolution will be filed with the South Carolina Department of Transportation at Columbia.

Dated:

City of Georgetown_____, South Carolina Municipality

ATTEST:

By: ________________________________
Mayor Brendon M. Barber, Sr

____
Stephanie Buccione, City Clerk

____
Clarence C. Smalls, City Council

____
Carol Jayroe, City Council

____
Sheldon A. Butts, City Council

____
Al Joseph, City Council

____
Rudolph A. Bradley, City Council

____
Tupelo Humes, City Council

Municipal Court Report
July 2019

Cases Disposed

Disposition	# of Cases Disposed	Fine Amounts
Paid	32	$4,084.00
Served Time	12	$ 18,134.38
Scheduled Time Payment	23	$ 11,059.37
NRVC	21	$ 6,626.50
Tried in Absence	9	$ 9,820.00
Parking Tickets Paid	8	$ 80.00
Nolle Prosequi/Dismissed/ Not Guilty	37	
Transferred to General Sessions Court	80	
Voided	2	
Fine Suspended	0	
Total	224	$49,804.25

Municipal Court Report
July 2019

Other Court Activity

During the month of July 74 defendants were seen in bond court for 108 charges.

Bond hearings held	25
Warrants Prepared	45
Payments posted	82
Tickets entered	219
Expungements processed	23
Cases Filed & scheduled for court	262
Juror notices prepared	0

Types of Cases Filed & Scheduled for Trial

DUI	1
Driving under suspension	21
Seatbelt Violations	3
Child restraint	0
Uninsured vehicle	2
Speeding	25
Reckless driving	2
Drug charges	20
Felony charges	9
Other criminal charges	83
Other traffic charges	78
Parking	18
Total	262

BRENDON M. BARBER
Mayor

Sandra Yudice
City Administrator

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

CAREY SMITH
Interim City Administrator

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

August 5, 2019

Following is a brief summary of major activities in the Electric Utility Department for July 2019:

Peak shaving operations successfully predicted the Santee Cooper system peak for July and we had both units running at the correct times.

The contractor crew continues to work on the replacement of bad poles and reworking some primary lines in the West End area and providing occasional support to our line crew. They have also started the placement of some poles that will be used to provide an alternate feed to the hospital.

A final draft of an interconnection agreement and an interim bi-directional rate which would allow customers to install renewable generation (namely solar) on their side of the meter has been developed. The interim rate for customer-to-utility energy will be based on our avoided cost of having to provide that energy ourselves. This information was reviewed with Council at the June workshop so that the approval process can be started. I've discussed this with Building and Planning and they are currently drafting an ordinance governing the installation of solar panels. The Zoning Commission had some questions about the issue, so they have not yet acted on any changes to the zoning ordinance. We will probably bring the zoning ordinance and the interconnection agreement and rate to council for approval at the same time.

A contract for construction of Phase 1 of the Front St UG Infrastructure Upgrade project was brought to Council for approval in June, as soon as the new budget was approved. A pre-construction meeting with the contractor, Lee Electrical Construction, was held July 19th. While it was a very productive meeting, the contractor told us that they did not plan to start construction for a couple of months. After discussion with representatives of the hotel, we are in the process of working out a start date as soon as possible so that we will not interfere with development plans. Phase I of the project will include a new UG dip pole at the intersection of Front and Queen, new UG conduit to be bored in from this pole to the manhole in front of the clock tower, new transformers in new locations to replace the transformers behind the clock tower that are prone to flooding, and provisions for a transformer to serve a new hotel.

We are currently working on the design of an underground conduit/conductor/transformer layout to serve the proposed apartment complex on Charlotte Street. We should have this completed soon so that the developer's contractor can install the conduit as other infrastructure is being placed.

We have made an offer to a candidate for our last remaining Line Technician position, and he has accepted. He has about 5 years of experience with a cooperative and with a contractor, so we will be bringing him in as a Line Technician B. We are very pleased to be able to bring in someone with some experience. We will re-advertise soon for our last tree crew vacancy.

Cooper continues to provide us with replacement water nodes as warranty replacements to allow us to do a better job of staying ahead of failed nodes prior to billing reads. Our meter technicians are working to get these nodes installed as time permits.

Meetings continue with representatives of Tidelands Health concerning electric service to the expanding campus. A second transformer has been placed to serve the main building, and the hospital will begin transferring load from the old transformer to the new one. This is necessary to allow them to tie in their existing service to their back-up generators. As mentioned earlier, we have also started setting poles that will allow us to provide an alternate feed to the campus and to serve the entire campus through one meter. This should fit into the CIP funding that has been approved for hospital infrastructure improvement. Some of the remaining work will probably tie in with the SCDOT widening of Black River Road, which will require the relocation of several utility poles.

We continue to be optimistic about the development of commercial property across from Wal Mart adjacent to the new credit union. With the annexation of 10.5 acres along N Fraser St, we will have to deal with the location of a Santee Electric Cooperative line that borders this property on N Fraser. This will require some legal and engineering assistance and could possibly end up in an arbitrated settlement.

We are working with representatives of County Economic Development to provide information on the Eagle property to see if this property is marketable for commercial development.

The July safety meeting was held on the 19th and the topic was a refresher on confined spaces.

Other statistics of interest for March:

- Cut-on – regular 145
- Cut-off – regular 109
- Cut-off – non-pay 133
- Non-pay restores 130
- Re-read orders 250
- Accidents – lost time 0
- Accidents – first aid/property damage 1
- PUPS locates 209
- Total orders worked 778

City of Georgetown
Engineering Monthly Report
July 2019

Engineering - Orlando Arteaga, P.E. **Date: August 6, 2019**

CAPITAL IMPROVEMENT PROJECTS (CIP) STATUS UPDATE

1. Northside Water Storage Tank

- Contractor: Caldwell Tanks, Inc.
- Bid Price: $1,574,700
- Approved Change Order #1: $4,600.00
- Approved Change Order #2- $0. (Scope change)
- Approved Change Order #3- ($2,739.00)
- Notice to Proceed: 11/10/2017
- Construction Finish: 8/30/2019 (Anticipated)
- Scope: New elevated water storage tank with a capacity of 250,000 gallons located behind Middle School. Project includes open cut, HDD and Jack & Bore trenching for a 12-in. water main. Work also includes some upgrades at the Yogi Bear Tank.
- Status:
  Work still remains at 95% complete stage.
  Caldwell sandblasted and coated interior of riser pipe. Water quality issues at the new Northside Tank have now been corrected.
  Contractor attempted to work at Yogi Bear (Port) tank but has not been able to complete the work. There is a need to install two *Inserta* valves to isolate the tank from the main distribution system. This is a change on the original scope of work and Liquidated Damages will be used to offset this change order cost.

City of Georgetown
Engineering Monthly Report
July 2019

2. Historic District Water Main Improvements

- Contractor: Lawrimore Construction, Inc.
- Bid Price: $1,487,323.40
- Approved Change Order #1- ($6,256.37)
- Approved Change Order #2- $47,805.61
- Final Contract Price: $1,528,872.67
- Notice to Proceed: 7/31/2018
- Substantial Completion: 5/15/2019
  Scope: Water system improvements on Screven, Meeting, Howard, River Road, East Bay, Highmarket, and Church Streets include the replacement of approximately 8,700 linear feet of 6-in. water mains in the City's Historic District. Work includes new house service connections, new fire hydrants, and street and sidewalk restoration. This project is financed by the State Revolving Fund (SRF)
- Status:
  All work is complete including punch list work.

3. West End Sewer Rehabilitation- Phase II

- Contractor: Granite Inliner, LLC
- Notice to Proceed: October 22, 2018
- Construction Completion: TBD*
- Approved Bid Amount: $2,031,247.00
- Change Order #1: ($145)
- Change Order #2: $22,687.50
- Scope:
  Phase II work consists of approximately 17,000 lineal feet of sewer rehabilitation using the Cure-in-Place-Pipe Method (CIPP), and about 1,500 lineal feet of open-cut sewer line replacement and point repairs. This project is financed by the State Revolving Fund (SRF).

City of Georgetown
Engineering Monthly Report
July 2019

- Status:
  Sewer line replacement is complete except for 35-foot section on Highmarket St.*
  Cure-in-place-pipe (CIPP) work is complete.
  Sewer manhole rehab and testing is complete.
  Asphalt resurfacing is complete.
  ***35-foot sewer line replacement and pavement restoration at Highmarket Street and Alex Alford is still pending. Contractor is contesting this work!**

5. Storm Water Management Plan (SWMP)

- Consultant: WK Dickson
- Kickoff meeting held on 6/7/2018
- Final Report Submission: 7/15/2019
- Consulting Fee: $240,000
- Status:
  WK Dickson has completed the study and submitted final report on 7/15/2019.
  A presentation to city council took place on August 1st, 2019.

6. City Hall Rebuild Project

- Architect: Creech & Associates, PLLC
- Consulting Fee: $443,350.00
- Status:
  City council approved A/E agreement on 6/20/2019.
  Design Notice to Proceed issued on 7/22/2019.
  Space needs study has begun. Architect will interview City Hall staff on 8/7/2019.

City of Georgetown
Engineering Monthly Report
July 2019

7. Cannon Street Sewer Main Replacement

- Contractor: Lawrimore Construction, Inc.
- Bid Amount: $336,200
- Start Date: 7/23/2019 (Actual)
- Scope: Replace 1,305 lineal feet (LF) of sewer main line on Cannon Street between Prince Street and Church Street.
- Status: Contractor began working on sewer line removal and replacement at the intersection of Cannon and Prince Streets. Contractor completed 112 feet of sewer pipe replacement.

SCDOT ENCROACHEMNT PERMITS:

None

PLAN REVIEWS:

None

PRESENTATIONS:

None

The FIRE Report

A monthly report of Fire Department activities to City Council

August 2019

Fire Prevention Bureau

	2019 July
Inspections	65
Violations Found	21
Buildings without Violations	14
Buildings Cleared of Violations	14
Violations Corrected	32
Violations Not Corrected	13
3rd Party Inspection Review	4

Assemblies Inspected:	7
Business Inspected:	29
Educational Buildings Inspected:	2
Hazardous Buildings Inspected:	0
Factories Inspected:	1
Institutional Inspected:	1
Mercantile Inspected:	20
Residential Inspected:	4
Storage Buildings Inspected:	1

Construction Meetings:	1
Plans Review:	1
Test Conducted:	4
Compliance Issues:	0
Complaints Reviewed:	1
Business License:	6
Citation Issued:	0

Public Education

Programs	6
Participants	193

Suppression Division

A Brief Look at Emergency Responses

July 2019

1. Four Medical Calls; One Detector Activation; One False Call; One Mutual Aid Call; One MVA
2. Three Medical Calls; One Detector Activation; One Smoke Scare; One Public Service Call
3. Eleven Medical Calls; Three Power Lines Down; Two Alarm Activations; Two Flood Assessments; Four Public Service Calls
4. Six Medical Calls; Two Alarm Activations; One Power Line Down; One MVA; Three Public Service Calls
5. Two Medical Calls; Two MVA's; One Alarm Activation; Two Flood Assessment; One Assist Police; One Water Leak
6. Four Medical Calls; One Alarm Activation; One Power Line Down; One Smoke Scare; Two Public Service Calls
7. Four Medical Calls; One MVA; Two Public Service Calls
8. Five Medical Calls; One MVA; Two Detector Activations; Two Public Service Calls
9. Six Medical Calls; One Alarm Activation; One MVA; One Electrical Issue; One Public Service Call
10. Nine Medical Calls; Two Electrical Short; Three Public Service Call
11. Seven Medical Calls; Two Alarm Activations; One MVA; One Smoke Removal; Four Public Service Calls
12. Six Medical Calls; One Alarm Activation; Two MVA's; Two Public Service Calls
13. Five Medical Calls; One Smoke Scare; One Scorch Burns; Two Public Service Calls
14. Five Medical Calls; One Alarm Activations; One Public Service Call
15. Five Medical Calls; One Detector Activation; One MVA; One Public Service Call
16. Four Medical Calls; One Alarm Activation; One MVA; Two Public Service Calls
17. Three Medical Calls; Two Alarm Activations; One MVA; Four Public Service Calls
18. Eight Medical Calls; One Alarm Activation; Two Detector Activations; One Gas Leak; One Public Service Call
19. Two Medical Calls; One Alarm Activation; One Public Service Call
20. Nine Medical Calls; Two False Alarms; Two Public Service
21. Five Medical Calls; One MVA; One Public Service Call
22. Four Medical Calls; One Alarm Activation; Two Public Service Calls
23. Six Medical Calls; One Public Service Call
24. Six Medical Calls; One Unauthorized Burn; Two Public Service Calls
25. Six Medical Calls; One Trash Fire; One False Call; One MVA;
26. Six Medical Calls; One MVA; One Assist Police Agency
27. Five Medical Calls; One Public Service Call
28. Seven Medical Calls; One Grass Fire; Three Public Service Calls
29. Five Medical Calls; One MVA
30. Five Medical Calls; Two Public Service Calls
31. Seven Medical Calls; Two Public Service Calls

Page Two

Total Call Volume	July 2019	July 2018	Year to Date 2019	Year to Date 2018
As defined by the National Fire Incident Report System				
Fires	3	8	34	40
Rescue Calls/EMS	187	232	1368	1477
Hazardous Conditions	9	3	223	217
Service Calls	58	44	314	276
Good Intent Calls	10	12	70	74
False Alarms	27	27	105	95
Weather/Flood	4	0	7	2
Special Incident Type	15	13	64	70
Total Calls	313	339	2185	2251

Save/Loss Analysis

	Losses	Property Values
July 2019	$ 7,000	$ 7,000
July 2018	$ 6,520	$ 8,020
Year to Date	$ 327,535	$ 1,404,250

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

Mutual Aid Calls

	July	YTD
To Georgetown County Fire	1	21
To Midway Fire	1	20
To other Departments	0	1
From Georgetown County Fire	0	27
From Midway	0	10
From other Departments	0	4

	July	YTD
Staff Training Hours	985.75	6807.26

JULY **2019 MONTHLY REPORT**

- Repairs 80
- PM Services 17
- Tires repaired or replace 37
- Services past due 20

Drawer 939
Georgetown, SC 29442

Housing & Community Development
Monthly Report
July 2019

Building Official

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

Monthly Report:

Business License	6
Stop Work	1
Re-Inspection	1
Footings	7
Rough Inspections	23
Electrical	10
Mobile Home	0
On-site	24
CO	2
TRC	2
Plan Review & Sign	4
City Alarm System	0
Total	**80**

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

Review Meetings/On-site visits
Safety inspections

During the Month of February
Honorable Mayor & Council:

- Construction continued at the Asphalt Plant, Tidelands third floor, Tidelands ER, Tidelands Chillers, a new store located in the 700 block of Front Street, Siau Insurance Agency, & Walmart;
- We currently have 6 new residential homes under construction; a duplex;
- We are working with developers for the 126 apartments behind City Hall, and 43 senior units on Lincoln Street, and the Harbor Club Maryville and the 10 acres north of Bojangles;
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and Main Corridors and areas around the city as well as coordination for needs for special events. She is doing site visits on the main corridors and Front Street each Tuesday and Thursday;
- Ryan is working with me learning the Building Codes and Inspections. He also attended class and is working on his next set of certifications during August;
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as well as scheduling meetings for us and builders.
- Debra, Cindy, and Ryan, have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

Thanks Again,
Rick Martin

Code Enforcement
Tracy Gibson

Letters Issued for Violations	
Total Letters Issued for Overgrown Lots	18
Total Letters Issued for Neglect of Structures	1
Total Letters Issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/Electronic Devises	0
Total Letters Issued for Vision Clearance	0
Total Work Orders Sent to Streets & Sanitation	0
Total Letters Sent for Dilapidated Structures	4
Total Letters Sent for Sign Violations	0
Total Referrals for Water & Sewer	4
Citations Issued for Violations	
Total Citations Issued for Overgrown Lots	0
Total Citation Issued for Trash Violations	0
Total Citations Issued for Business Licenses	0
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0
Total Citations Issued for Encroachment Permits	0
Total Demolitions	
Total Dilapidated Structures Removed	0
Other Miscellaneous Complaints	
Complaints	22
Permits	
Total Letters Issued for Encroachments	0
Total Referrals to Electric – Tree Crew	5

Office Manager
Debra Grant

Board & Commissions:

ARB:

Old Business:

1. 202 Wood St. was requesting the approval to replace windows.

New Business:

1. 723 Highmarket St. was requesting the approval to install gates.
2. 1013 Duke St. was requesting the approval to install fencing and a gate.
3. 906 Prince St. requested the approval to remove a 1 story and replacing with 2 story addition. (Withdrawn)
4. 615 Front St. is requesting to demolish existing building and building a new hotel.

ARB (On-Site):

None

BZA:

None

Planning Commission:

1. Consider amendments to Chapter 20, Article X, City Maritime Mooring Field, Boats, and Abandoned Vessels of the Code of Ordinances for the City of Georgetown.
2. Consider and recommend a rezoning of approximately 15.69 acres owned by the City of Georgetown, from Public Service (PS) to Limited Industrial (LI).
3. Consider and recommend a text amendment to add the conditional use of Solar Energy Systems to the Zoning Ordinance.

CAB (Community Appearance Board):

1. 430 N. Fraser St. is seeking a variance to Section 1305.10 of the Zoning Ordinance (Design Overlay District)

CBA (Construction Board of Appeals):

None

TRC:

1. Bow Tie Property

FOIA:

None

Permit Valuation Report:

Commercial Addition	0
Commercial Alteration	0
Commercial Electric	2
Commercial Gas	0
Commercial Mechanical	3
Commercial New Build	0
Commercial Plumbing	0
Commercial Roofing	0
Demolition	1
Mobile Home	2
Residential Addition	1
Residential Alteration	3
Residential Electrical	1
Residential Gas	3
Residential Mechanical	2
Residential New Build	0
Residential Plumbing	2
Residential Roofing	6

Administrative Assistant's Daily Duties:

- Daily operation of the front desk
- Transcribing minutes for the Board(s) meetings
- Daily scheduling of inspections
- Preparing timesheets
- Put the packets together for Board meetings

Community Planner/GIS Technician
Matthew Millwood

- Sign Permits: Tire Choice & Indigo Mercantile
- Temporary Sign Permits: Duncan Methodist Bible School & Swamp Fox Players event boards.
- Had meeting with Carey Smith and Ms. Haselden about the HMGP grant for the elevation of her home at 201 Bolick Street. Extension is over and it is time for her to pay administration fee if we are to move any further with this grant.
- Finished entering all permits for 1st 6 months of 2019 into GIS and scans for easier access in the future to these permit files.
- Did a New World System training on analytics.
- Worked on the Mooring Buoy ordinance revisions after the Council Workshop in which they gave us directive on what they wanted to see out of this ordinance. Then took it to Planning Commission for their review and recommendation.
- Made PC packets and held PC meeting on July 23rd. Long meeting with three agenda items and some public input.
- Zoning compliance letter and FOIA request information for the Hickory Knoll Apartments at 2800 Church Street.
- Had the Community Assistance Visit (CAV) from SCDNR with Jessica Artz on our floodplain development and regulations. This audit happens about every 5 years to make sure our Flood Damage Prevention Ordinance is being followed and we are documenting & inspecting structures correctly.
- Plats for Habitat for Humanity at 1912 Butts Street.
- Out ill for three days this month.
- Worked on a solar ordinance and regulations for the future use of Solar Energy Systems in the city.
- Got Tidewater Land Surveying to do the Georgetown Municipal Complex (Eagle Electric) subdivision plat for rezoning of the property.
- Out from 7/26/19 to 8/5/19 for my wedding and honeymoon.

Keep Georgetown Beautiful
Cindy Thompson

-Keep America Beautiful Webinar Training for Yearly Reports. Filled out reports with important data from the year and submitted them by the required deadline.
-Attended Main Street Design Committee Meeting.
-Organized the Movies in the Park, obtained movie video and assisted with set up as well as oversaw it.
-Met with GBA President and past President (both the GBA and Main Street) to discuss Main Street issues to include marketing.
-Picked up Wayfinding signs for installation.
-Worked on Dog Park Grant and Dog Park design to include in depth research and visit to other Dog Park. Still currently working on. The plans are progressing.

-Have been working with CGI Communications to produce a video for the City Website. Have been in communication with the Community Program Director and Video Producer. We have selected the main points and attractions to concentrate on which will encompass areas throughout the City. This video will highlight our City for residents and visitors.
-Been working on items concerning the City's Plastic Awareness Task Force. Have attended meetings concerning the Task Force.
-Ordered reusable shopping bags with grant money which will be given out at events to City residents.
-Resupplied dog dispensers as well as the inventory by ordering more bags.
-Picked up illegal signs on Corridors.
-Sent letters and/ or called or visited those on Corridor in violation of ordinances to include overgrown lots and sign violations.
-Various other duties or special assignments as related to Keep Georgetown Beautiful, Planning and Community Development and Corridor Code Enforcement.

Building Inspector/Code Enforcement

Ryan Call

During the month of July:

- I was out in the field on a daily basis doing numerous residential inspections;
- I have also assisted with numerous commercial inspections;
- I have also assisted in doing numerous inspections for business license applicants;
- I have answered phones and assisted with walk-ins at City Hall daily;
- I helped keep Georgetown Beautiful with cleaning up two intersections by removing trash;
- I picked up signs that were illegally placed in the corridors throughout the City;
- I put up event signs at the foot of both bridges;
- I surveyed the City every Monday, Wednesday, and Friday, for violators working without building permits;
- The City Attorney has filed for title work on one property, 209 South Alex Alford Drive, and will obtain the information shortly. Once the information is secure I will be able to progress to the next step in the demolition process. I have drafted two complaint petitions that will be presented to council this month.

FRIENDS OF THE KAMINSKI HOUSE REPORT – July 2019

July was a busy month at the Kaminski House Museum, with tour visitation being up 20% from last year. Our total visitor count (includes events) was down 12% due to the rain on July 4th. We had visitors from 28 states and 8 foreign countries.

Our Independence Day Concert with the Indigo Choral Society got hampered by the rain this year. We had many more than 300 wonderful, hearty supporters in the audience, but we had to curtail the concert when the thunder and lightening started. The concert has been rescheduled for Labor Day.

July has been a month to talley all of the statistics of the last fiscal year and set up our bookkeeping accounts for the new fiscal year. We were also busy writing various grant proposals and working on plans for fundraising for the Interior Stabilization Project (new climate control system and moisture mitigation).

Museum staff and volunteers have been busy planning for the annual Holiday Designer Showcase at the Kaminski House. We now have a full complement of designers signed on for the project and are working on the details of the event.

Volunteers continue to play a vital role in the daily operation of the Kaminski House Museum. In July our volunteers worked more than 102 hours giving tours, working in the museum shop, working at public events, and helping in the office.

Upcoming Kaminski House Lawn Events: Monday, September 2 6:30 PM Indigo Choral Society Concert (reschedule of July 4th concert).

Robin Gabriel, Executive Director

MAYOR
BRENDON M. BARBER, SR.

POLICE CHIEF
KELVIN A. WAITES

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

August 8, 2019

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

Dear Mayor Barber and Council Members:

The following is a list of activities involving the Georgetown Police Department during the month of July 2019:

On July 9th Chief Waites attended a luncheon sponsored by The Village Group at Plantersville Elementary. The purpose of this meeting was for "The Village Group" to show representatives from the Boeing Corporation some of the activities that the children of their program were involved in this summer.

On July 11th Chief Waites along with staff met with SCDOT to discuss what could be done to enhance the school crossing at the intersection of Highmarket and Lafayette Streets.

On July 12th the Georgetown Police Department partnered with the West End Citizens Council to put on a self-defense class for young ladies going to college for the first time. During this class the young ladies were given common sense advice as well as hands on instruction on how to defend themselves during an altercation.

On July 12th the Georgetown Police Department partnered with the Georgetown County Parks & Recreation Department and the Salvation Army to put on a midnight basketball event for the kids of the community. We had food and beverages donated, a DJ and games set up for the young people to come out from 9pm until midnight to have good clean fun.

On July 19th staff from the Georgetown Police Department attended a meeting at the judicial center with other entities within the community to discuss what we all can do to better serve the people of our community who suffer from mental illness.

2222 Highmarket Street
Georgetown, S.C. 29440

On July 26th the Georgetown Police Department partnered with the Georgetown County Parks & Recreation Department and the Salvation Army to put on a midnight basketball event for the kids of the community. We had food and beverages donated, a DJ and games set up for the young people to come out from 9pm until midnight to have good clean fun.

On July 31st Chief Waites attended a Municipal Association of SC Law Enforcement Advisory Board Meeting to discuss policies that affect 100 law enforcement agencies across the association.

On July 31st staff from the Georgetown Police Department participated in a conference call with the Horry County I.T. Department to discuss the implementation of a new records management platform. Both Georgetown County and Horry counties currently share the same platform but that may change in the future.

Sincerely,

Kelvin Waites
Chief of Police

KW: pc

Attachments

GEORGETOWN POLICE DEPARTMENT
2019 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	39	42	44	64	58	59	90					

TOTAL ARRESTS ***396***

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
CRIMINAL INCIDENTS	115	117	137	143	156	166	200					
DOMESTIC INCIDENTS	7	1	5	9	7	8	8					
	122	118	142	152	163	174	208	0	0	0	0	0

TOTALS

TOTAL INCIDENTS ***1,079***

GEORGETOWN POLICE DEPARTMENT
2019 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
SPEEDING CITATIONS	7	1	21	14	11	25	25						
OTHER TRAFFIC CITATIONS	80	49	78	104	107	89	81						
WARNING - SPEEDING	64	55	93	68	61	94	108						
WARNING - OTHER	109	58	106	84	85	128	108						
PARKING CITATIONS	0	3	19	15	23	6	55						
TOTALS	260	166	317	285	287	342	377	0	0	0	0	0	2,034

TOTAL CITATIONS **2,034**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
STATE ACCIDENTS	23	32	33	39	38	38	44						
PARKING LOT ACCIDENTS	9	9	12	9	13	22	15						
TOTALS	32	41	45	48	51	60	59	0	0	0	0	0	336

TOTAL ACCIDENTS **336**

JULY 2019
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT

STREETS and GROUND MAINTENANCE

1. Crews assisted sanitation crews with garbage and debris collection.
2. Work order requests completed for sidewalk, pothole repairs and road maintenance.
3. Delivery of roll out carts, barricades and other needed equipment for special events and other emergency assistance.
4. Maintenance of all city parks and welcome sign areas completed.

RESIDENTIAL SANITATION

		TOTAL	
1.	Yard Waste: Leaves, Grass & Straw collected:	339.72	Net Tons
2.	Brown & White Goods collected:	88.00	Net Tons
3.	Residential Solid Waste Collection:	350.30	Net Tons
4.	Recyclables Collected:	17.18	Net Tons

5. Work orders requests completed for roll-out cart repairs, new roll out cart deliveries and/or replacements and recycle bins.

Drawer 939
Georgetown, SC 29442

JULY 2019 WATER UTILITIES REPORT

Water Treatment Plant

• WTP Filtered Water Total	36.148 MG
• Average Daily Flow Finished Water	1.166 MGD
• King Well	6.571 MG
• Maryville Well	8.110 MG
• Northside Elevated Water Tank in service 7-12-19	

Wastewater Treatment Plant

• Influent Flow Total	109.241 MG
• Average Daily Influent Flow	3.524 MGD
• Effluent Flow Total	107.234 MG
• Average Daily Effluent Flow	3.459 MGD
• Rainfall Total	5.26 inches

Water Distribution

- Completed 82 work orders
- Repaired 36 water leaks
- Replaced 12 water meters
- Completed 209 locates

Wastewater Collection

- Completed 23 work orders
- Responded to 6 backups
- Routine line cleaning
- Completed 209 locates

Maintenance

- Completed 22 work orders
- Completed 12 work orders on pump stations throughout City
- Completed 8 work orders for the WWTP
- Completed 0 work orders for the WTP

Stormwater

- Completed 11 work orders
- Completed 209 locates
- Routine line and ditch cleaning

July 2019 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Beamer Steamer, Ted Brown USA Eyeglass, Jakes Marine Systems, Gajanand Grocery LLC, Springdale Land & Game Mgt., Ross Innovative Employment.

Projects Progress:

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

CIP Project Scheduling: Now that the budget has been approved, it is time to start the process of implementing CIP projects to coincide with our Revenue Sources. Meetings will be scheduled with each department to determine the appropriate project start date.

Year End Audit: Staff will continue the year end closing process in order to be prepared for the auditors' field work in October and complete FY2019 Financial Statements.

The City has once again received the GFOA Award for Excellence in Financial Reporting for its FY 2018 CAFR for the 29th consecutive year.

Current Procurement Projects:

- City Hall Rebuild Project
- Stormwater Management Plan
- LED Street Light Project
- Historic District Water Systems Improvements
- West End Sewer Rehabilitation Project
- Kaminski And Heyward Streets Water Main Projects
- King Well Rebuild
- Front Street UG System Upgrade Project
- Sidewalk Program Project
- WWTP Chlorination System Modification Project
- Cannon Street Sewer Improvements Project

Attached are the Budget Performance Reports for July 2019.

CITY OF GEORGETOWN
FY 2019/2020 GRANTS
July 31, 2019

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
FEDERAL GRANTS								
1	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	1,395,084.58	2,395,084.58	-	CDBG #4-CI-15-012	
2	SC Department of Commerce	Ladder Fire Truck	500,000.00	377,987.00	871,076.00	6,911.00	CDBG #4-CE-16-003	
3	Bureau of Justice Assistance	Bullet Proof Vest Grant 2018 Regular Solicitation	2,140.00	-	1,130.00	1,010.00	-	
STATE GRANTS								
4	SC Department of Public Safety	Body Warn Cameras	48,582.94	-	48,582.94	-	-	
5	SC DHEC	Solid Waste Management	35,000.00	-	-	35,000.00	22.01SW20	NEW
6	SC Park, Recreation, & Tourism	2020 SCPRT - Kaminski House Restroom Renovations	30,000.00	-	-	30,000.00		NEW
OTHER GRANTS								
7	Palmetto Pride	Keep South Carolina Beautiful 2019	1,805.00	-	925.96	879.04	-	
		TOTAL	**1,617,527.94**	**1,773,071.58**	**3,316,799.48**	**73,800.04**		

Budget Performance Report

Fiscal Year to Date 07/31/1

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
Fund **0010 - General Fund**								
REVENUE								
Department **00 - Revenue**								
Property Taxes								
311.001	Property Taxes - Real	3,272,000.00	.00	.00	.00	3,272,000.00	0	2,962,827.
311.003	Property Taxes - Vehicles	272,000.00	.00	.00	.00	272,000.00	0	243,739.
311.005	Prop Tax-Penalties & Cost	32,000.00	.00	.00	.00	32,000.00	0	.
	Property Taxes Totals	$3,576,000.00	$0.00	$0.00	$0.00	$3,576,000.00	0%	$3,206,566.
Licenses and Permits								
321.001	Business Licenses	2,940,000.00	40,662.94	.00	40,662.94	2,899,337.06	1	2,698,393.
321.002	Business Lic - Penalites	10,000.00	2,694.52	.00	2,694.52	7,305.48	27	7,372.
322.001	Cable TV Franchise	100,000.00	.00	.00	.00	100,000.00	0	84,960.
322.002	S.C. Electric & Gas Co.	42,000.00	.00	.00	.00	42,000.00	0	.
323.001	Electrical Permits	3,500.00	364.00	.00	364.00	3,136.00	10	6,124.
323.002	Plumbing Permits	1,000.00	60.00	.00	60.00	940.00	6	1,631.
323.003	Gas Permits	600.00	.00	.00	.00	600.00	0	1,073.
323.004	Building Permits	85,000.00	3,020.00	.00	3,020.00	81,980.00	4	78,537.
323.005	Yard Sale Permits	50.00	.00	.00	.00	50.00	0	39.
323.006	Mobile Home Permits	200.00	.00	.00	.00	200.00	0	300.
323.007	Demolition & Clearance	1,500.00	150.00	.00	150.00	1,350.00	10	900.
323.008	Mechanical Permits	7,000.00	2,360.00	.00	2,360.00	4,640.00	34	9,653.
323.010	Bus Lic Inspection Fee	1,000.00	200.00	.00	200.00	800.00	20	925.
323.013	Burning Permit	50.00	.00	.00	.00	50.00	0	200.
323.014	Construct Parking Permit	50.00	.00	.00	.00	50.00	0	10.
323.015	Reinspection Fee	500.00	150.00	.00	150.00	350.00	30	1,425.
323.016	Permit Not Posted On-Site	100.00	.00	.00	.00	100.00	0	75.

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
323.018	Moving Permit	150.00	.00	.00	.00	150.00	0	.(
323.019	Stop Work Order Fee	300.00	72.00	.00	72.00	228.00	24	1,086.(
323.020	Board of Appeals Fee	300.00	.00	.00	.00	300.00	0	150.(
323.021	Zoning Fees	1,000.00	.00	.00	.00	1,000.00	0	625.(
323.022	Plan Review Fee	15,000.00	740.00	.00	740.00	14,260.00	5	26,829.(
323.023	Sign Permit Fee	4,500.00	250.00	.00	250.00	4,250.00	6	4,752.(
323.024	Planning Commission Fees	200.00	.00	.00	.00	200.00	0	.(
323.025	ARB Fees	900.00	135.00	.00	135.00	765.00	15	1,275.(
323.026	Plat Approval Fees	300.00	20.00	.00	20.00	280.00	7	415.(
323.027	Special Events Permit	500.00	154.00	.00	154.00	346.00	31	1,531.(
323.028	Miscellaneous permits	500.00	.00	.00	.00	500.00	0	650.(
364.000	Housing Authority FILOT	43,000.00	.00	.00	.00	43,000.00	0	.(
	Licenses and Permits Totals	$3,259,200.00	$51,032.46	$0.00	$51,032.46	$3,208,167.54	2%	$2,928,932.:
	Impact Fees							
324.008	Fire Impact Fee	50,000.00	1,028.00	.00	1,028.00	48,972.00	2	41,554.:
	Impact Fees Totals	$50,000.00	$1,028.00	$0.00	$1,028.00	$48,972.00	2%	$41,554.:
	Fines and Forfeitures							
351.001	Police Fines	130,000.00	1,371.85	.00	1,371.85	128,628.15	1	72,155.:
351.003	Parking Fines	2,500.00	235.00	.00	235.00	2,265.00	9	2,488.:
351.008	Victim's Asst. Fees-(%)	15,000.00	315.56	.00	315.56	14,684.44	2	8,665.:
351.009	Victim's Asst. Flat Fees	7,000.00	77.56	.00	77.56	6,922.44	1	4,257.(
351.012	Traffic Education Program Fees	1,000.00	.00	.00	.00	1,000.00	0	140.(
	Fines and Forfeitures Totals	$155,500.00	$1,999.97	$0.00	$1,999.97	$153,500.03	1%	$87,706.!
	Charges for Services							
344.005	SRO Reimbursement	143,400.00	.00	.00	.00	143,400.00	0	141,930.(
351.010	Misc Police Revenue	3,000.00	640.40	.00	640.40	2,359.60	21	2,155.:

Georgetown SOUTH CAROLINA

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
363.001	Fees for GIS/B&P Documents	125.00	.00	.00	.00	125.00	0	134.(
363.005	FOIA Fees	450.00	3.00	.00	3.00	447.00	1	538.(
	Charges for Services Totals	$146,975.00	$643.40	$0.00	$643.40	$146,331.60	0%	$144,757.:
	State Shared							
311.004	Inventory Tax	132,978.00	.00	.00	.00	132,978.00	0	99,733.!
311.006	Homestead Exemption Tax	132,000.00	.00	.00	.00	132,000.00	0	131,711.(
311.007	Manufacturer's Tax Reduce	20,000.00	.00	.00	.00	20,000.00	0	25,199.:
311.008	Motor Carrier Lieu of Tax	10,000.00	.00	.00	.00	10,000.00	0	13,340.4
335.001	Local Government Fund	205,000.00	.00	.00	.00	205,000.00	0	155,196.9
351.007	Sunday Liquor Sales	15,000.00	.00	.00	.00	15,000.00	0	9,900.(
	State Shared Totals	$514,978.00	$0.00	$0.00	$0.00	$514,978.00	0%	$435,081.9
	Local Grants							
332.008	Other Local Grants	8,000.00	.00	.00	.00	8,000.00	0	6,951.:
	Local Grants Totals	$8,000.00	$0.00	$0.00	$0.00	$8,000.00	0%	$6,951.:
	Federal Grants							
335.004	Fema Recovery	25,000.00	.00	.00	.00	25,000.00	0	132,668.:
	Federal Grants Totals	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	0%	$132,668.:
	Investment Earnings							
361.001	Investment Earnings	80,000.00	10,032.22	.00	10,032.22	69,967.78	13	100,052.(
	Investment Earnings Totals	$80,000.00	$10,032.22	$0.00	$10,032.22	$69,967.78	13%	$100,052.(
	Miscellaneous							
362.000	Rents and Royalties	32,000.00	.00	.00	.00	32,000.00	0	15,954.4
364.001	Steel Mill FILOT	18,000.00	.00	.00	.00	18,000.00	0	.(
368.000	Work Comp Reimbursement	15,000.00	.00	.00	.00	15,000.00	0	61,853.:
369.000	Cash Over & Short	100.00	.00	.00	.00	100.00	0	73.9
369.002	Miscellaneous Revenue	10,000.00	1,726.56	.00	1,726.56	8,273.44	17	316,956.(

Budget Performance Report

Fiscal Year to Date 07/31/1[illegible]

Exclude Rollup Accoun[illegible]

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot[illegible]
369.003	Insurance Proceeds	140,000.00	8,000.00	.00	8,000.00	132,000.00	6	1,369,628.[illegible]
369.005	Set-off Debt Collection Fees	1,500.00	.00	.00	.00	1,500.00	0	1,450.[illegible]
369.013	Returned Check Fees	3,500.00	240.00	.00	240.00	3,260.00	7	3,360.[illegible]
	Miscellaneous Totals	$220,100.00	$9,966.56	$0.00	$9,966.56	$210,133.44	5%	$1,769,277.[illegible]
	Operating Transfers In							
392.001	From Electric Fund	741,054.00	61,754.50	.00	61,754.50	679,299.50	8	749,115.[illegible]
392.002	From Water Fund	220,838.00	18,403.17	.00	18,403.17	202,434.83	8	212,727.[illegible]
392.003	From Accom Tax Fund	36,000.00	.00	.00	.00	36,000.00	0	31,481.[illegible]
392.005	From Wastewater Fund	286,426.00	23,868.83	.00	23,868.83	262,557.17	8	275,121.[illegible]
392.007	From Stormwater Fund	156,889.00	13,074.08	.00	13,074.08	143,814.92	8	133,161.[illegible]
392.009	From Hospitality Fund	125,000.00	10,416.67	.00	10,416.67	114,583.33	8	108,000.[illegible]
392.014	Transfer from debt service	131,360.00	.00	.00	.00	131,360.00	0	.[illegible]
394.002	Transfer from fund balance	(69,324.00)	.00	.00	.00	(69,324.00)	0	.[illegible]
	Operating Transfers In Totals	$1,628,243.00	$127,517.25	$0.00	$127,517.25	$1,500,725.75	8%	$1,509,606.[illegible]
	Sale of Assets							
391.001	Sale of Assets	5,000.00	.00	.00	.00	5,000.00	0	9,886.[illegible]
	Sale of Assets Totals	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	$9,886.[illegible]
	Department **00 - Revenue** Totals	$9,668,996.00	$202,219.86	$0.00	$202,219.86	$9,466,776.14	2%	$10,373,042.[illegible]
	REVENUE TOTALS	$9,668,996.00	$202,219.86	$0.00	$202,219.86	$9,466,776.14	2%	$10,373,042.[illegible]
	EXPENSE							
	Department **01 - Administration**							
	Personal Services							
400.101	Regular Pay	312,296.00	24,394.73	.00	24,394.73	287,901.27	8	333,554.[illegible]
401.103	Overtime	5,000.00	.00	.00	.00	5,000.00	0	1,588.[illegible]
401.106	Contract Labor	.00	880.00	.00	880.00	(880.00)	+++	10,170.[illegible]
405.114	FICA	24,383.00	1,832.60	.00	1,832.60	22,550.40	8	25,405.[illegible]

Attachment: BudgetPerformanceReport07312019 (2817 : July 2019 Finance and IT Departments Report)

Georgetown SOUTH CAROLINA

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
406.116	Retirement	46,118.00	3,784.13	.00	3,784.13	42,333.87	8	45,821.4
408.125	SCMIT Worker's Comp Ins.	7,950.00	2,280.85	2,280.85	2,280.85	3,388.30	57	8,215.9
410.001	Health Claims Cost	15,928.00	1,387.28	.00	1,387.28	14,540.72	9	15,463.0
	Personal Services Totals	$411,675.00	$34,559.59	$2,280.85	$34,559.59	$374,834.56	9%	$440,220.1
	Supplies							
500.101	Supplies and Materials	6,000.00	565.97	.00	565.97	5,434.03	9	6,339.0
500.102	Equipment	1,500.00	.00	.00	.00	1,500.00	0	566.5
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	199.1
	Supplies Totals	$8,000.00	$565.97	$0.00	$565.97	$7,434.03	7%	$7,105.4
	Other Services & Charges							
610.111	Communications- Landline	5,500.00	697.94	.00	697.94	4,802.06	13	5,071.9
610.112	Postage	600.00	22.15	.00	22.15	577.85	4	489.4
610.1110	Communications- Wireless	3,000.00	.00	.00	.00	3,000.00	0	2,427.8
620.114	Advertising	250.00	.00	.00	.00	250.00	0	50.0
640.124	Travel Expense	5,500.00	706.64	.00	706.64	4,793.36	13	1,286.2
650.127	Electricity	5,157.00	247.49	.00	247.49	4,909.51	5	4,020.1
650.128	Water	613.00	41.72	.00	41.72	571.28	7	516.2
650.129	Wastewater	830.00	57.08	.00	57.08	772.92	7	703.2
650.130	Sanitation	1,018.00	85.24	.00	85.24	932.76	8	1,002.9
650.133	Stormwater	699.00	56.54	.00	56.54	642.46	8	678.4
650.134	Security Lights	1,890.00	157.50	.00	157.50	1,732.50	8	1,890.0
650.1271	Electricity- Sales Tax	253.00	11.19	.00	11.19	241.81	4	207.1
660.139	Fleet Services Labor-RTA Mtce Allocation	500.00	19.71	.00	19.71	480.29	4	513.9
660.145	Gasoline & Oil	1,745.00	.00	.00	.00	1,745.00	0	1,680.1
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	27.50	.00	27.50	972.50	3	398.1
670.156	Equipment Rental/Lease	5,500.00	338.92	.00	338.92	5,161.08	6	4,098.9

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
685.180	Membership Dues and Fees	3,800.00	149.00	.00	149.00	3,651.00	4	2,812.!
685.182	Other Operating Expenses	3,000.00	3,834.98	.00	3,834.98	(834.98)	128	3,225.:
685.186	Training	2,100.00	.00	.00	.00	2,100.00	0	175.(
685.1801	Subscriptions	200.00	.00	.00	.00	200.00	0	39.(
686.189	Employee Medical	150.00	.00	.00	.00	150.00	0	45.(
686.195	Repair/Maint Svc Contract	2,400.00	180.96	.00	180.96	2,219.04	8	361.!
686.1895	Employee wellness services	1,250.00	.00	.00	.00	1,250.00	0	1,422.!
	Other Services & Charges Totals	$46,955.00	$6,634.56	$0.00	$6,634.56	$40,320.44	14%	$33,117.:
	Other Objects							
795.001	IT Internal Allocations	17,500.00	1,405.15	.00	1,405.15	16,094.85	8	26,437.!
795.995	GF Cost Distribution	(285,260.00)	(23,771.66)	.00	(23,771.66)	(261,488.34)	8	(269,099.8
	Other Objects Totals	($267,760.00)	($22,366.51)	$0.00	($22,366.51)	($245,393.49)	8%	($242,661.9
	Sub Department **02 - Mayor and Council**							
	Personal Services							
400.101	Regular Pay	120,929.00	11,956.98	.00	11,956.98	108,972.02	10	124,340.:
405.114	FICA	9,251.00	830.14	.00	830.14	8,420.86	9	7,889.!
406.116	Retirement	15,486.00	1,458.73	.00	1,458.73	14,027.27	9	15,008.(
410.001	Health Claims Cost	45,795.00	4,290.68	.00	4,290.68	41,504.32	9	46,006.!
	Personal Services Totals	$191,461.00	$18,536.53	$0.00	$18,536.53	$172,924.47	10%	$193,245.!
	Supplies							
500.101	Supplies and Materials	1,200.00	77.12	.00	77.12	1,122.88	6	761.(
500.102	Equipment	500.00	.00	.00	.00	500.00	0	1,117.:
500.105	Printing and Binding	600.00	.00	.00	.00	600.00	0	105.!
	Supplies Totals	$2,300.00	$77.12	$0.00	$77.12	$2,222.88	3%	$1,984.!
	Other Services & Charges							
610.111	Communications- Landline	700.00	46.45	.00	46.45	653.55	7	562.4

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
610.112	Postage	250.00	8.50	.00	8.50	241.50	3	132.4
610.1110	Communications- Wireless	4,500.00	.00	.00	.00	4,500.00	0	5,037.2
620.114	Advertising	600.00	.00	.00	.00	600.00	0	772.1
640.124	Travel Expense	15,000.00	5,171.50	.00	5,171.50	9,828.50	34	10,328.4
670.156	Equipment Rental/Lease	10,000.00	618.25	6,800.75	618.25	2,581.00	74	6,933.0
685.180	Membership Dues and Fees	1,200.00	.00	.00	.00	1,200.00	0	1,018.8
685.182	Other Operating Expenses	3,200.00	.00	.00	.00	3,200.00	0	3,802.2
685.186	Training	5,300.00	.00	.00	.00	5,300.00	0	4,063.0
685.1801	Subscriptions	1,500.00	.00	.00	.00	1,500.00	0	.0
686.187	Professional Services	500.00	.00	.00	.00	500.00	0	233.0
686.1895	Employee wellness services	3,000.00	.00	.00	.00	3,000.00	0	4,874.5
	Other Services & Charges Totals	$45,750.00	$5,844.70	$6,800.75	$5,844.70	$33,104.55	28%	$37,758.0
	Other Objects							
795.001	IT Internal Allocations	7,000.00	281.03	.00	281.03	6,718.97	4	9,812.9
	Other Objects Totals	$7,000.00	$281.03	$0.00	$281.03	$6,718.97	4%	$9,812.9
	Sub Department **02 - Mayor and Council** Totals	$246,511.00	$24,739.38	$6,800.75	$24,739.38	$214,970.87	13%	$242,801.8
	Department **01 - Administration** Totals	$445,381.00	$44,132.99	$9,081.60	$44,132.99	$392,166.41	12%	$480,582.7
	Department **04 - Finance**							
	Personal Services							
400.101	Regular Pay	461,068.00	39,421.75	.00	39,421.75	421,646.25	9	432,856.1
401.103	Overtime	2,000.00	177.22	.00	177.22	1,822.78	9	1,143.1
405.114	FICA	35,321.00	2,906.35	.00	2,906.35	32,414.65	8	31,786.1
406.116	Retirement	65,215.00	6,129.82	.00	6,129.82	59,085.18	9	62,495.2
408.125	SCMIT Worker's Comp Ins.	4,000.00	1,250.42	1,250.42	1,250.42	1,499.16	63	4,504.1
410.001	Health Claims Cost	47,062.00	4,395.60	.00	4,395.60	42,666.40	9	45,460.0
	Personal Services Totals	$614,666.00	$54,281.16	$1,250.42	$54,281.16	$559,134.42	9%	$578,245.0

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
Supplies								
500.101	Supplies and Materials	8,000.00	257.74	.00	257.74	7,742.26	3	6,472.!
500.102	Equipment	1,500.00	235.07	.00	235.07	1,264.93	16	.(
500.103	Furniture	1,000.00	.00	.00	.00	1,000.00	0	.(
500.105	Printing and Binding	100.00	.00	.00	.00	100.00	0	.(
	Supplies Totals	$10,600.00	$492.81	$0.00	$492.81	$10,107.19	5%	$6,472.!
Other Services & Charges								
610.111	Communications- Landline	3,500.00	313.68	.00	313.68	3,186.32	9	2,953.:
610.112	Postage	4,000.00	309.61	.00	309.61	3,690.39	8	6,011.:
610.1110	Communications- Wireless	2,000.00	.00	.00	.00	2,000.00	0	1,741.!
620.114	Advertising	200.00	.00	.00	.00	200.00	0	.(
640.124	Travel Expense	4,200.00	.00	.00	.00	4,200.00	0	447.4
650.127	Electricity	4,420.00	212.13	.00	212.13	4,207.87	5	3,445.:
650.128	Water	526.00	35.76	.00	35.76	490.24	7	442.4
650.129	Wastewater	711.00	48.93	.00	48.93	662.07	7	602.:
650.130	Sanitation	873.00	73.06	.00	73.06	799.94	8	859.(
650.133	Stormwater	599.00	48.47	.00	48.47	550.53	8	581.(
650.134	Security Lights	1,669.00	135.00	.00	135.00	1,534.00	8	1,620.(
650.1271	Electricity- Sales Tax	216.00	9.59	.00	9.59	206.41	4	177.!
670.156	Equipment Rental/Lease	8,500.00	587.88	.00	587.88	7,912.12	7	8,606.!
685.180	Membership Dues and Fees	1,200.00	320.00	.00	320.00	880.00	27	1,455.(
685.182	Other Operating Expenses	38,000.00	.00	.00	.00	38,000.00	0	35,393.!
685.184	Continuing Education	2,200.00	230.00	.00	230.00	1,970.00	10	640.(
685.186	Training	3,500.00	155.00	.00	155.00	3,345.00	4	1,074.:
685.1801	Subscriptions	500.00	.00	.00	.00	500.00	0	322.!
686.187	Professional Services	500.00	.00	.00	.00	500.00	0	.(

Attachment: BudgetPerformanceReport07312019 (2817 : July 2019 Finance and IT Departments Report)

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Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
686.189	Employee Medical	100.00	.00	.00	.00	100.00	0	90.(
686.195	Repair/Maint Svc Contract	1,000.00	.00	.00	.00	1,000.00	0	.(
686.1895	Employee wellness services	3,000.00	.00	.00	.00	3,000.00	0	4,740.(
	Other Services & Charges Totals	$81,414.00	$2,479.11	$0.00	$2,479.11	$78,934.89	3%	$71,205.:
	Other Objects							
795.001	IT Internal Allocations	17,500.00	1,686.17	.00	1,686.17	15,813.83	10	30,823.4
795.995	GF Cost Distribution	(282,670.00)	(23,555.83)	.00	(23,555.83)	(259,114.17)	8	(295,340.0
	Other Objects Totals	($265,170.00)	($21,869.66)	$0.00	($21,869.66)	($243,300.34)	8%	($264,516.5
	Department **04 - Finance** Totals	$441,510.00	$35,383.42	$1,250.42	$35,383.42	$404,876.16	8%	$391,406.8
	Department **05 - Police**							
	Sub Department **05 - Police Staff Services**							
	Personal Services							
400.101	Regular Pay	1,774,022.00	151,995.40	.00	151,995.40	1,622,026.60	9	1,638,766.(
401.103	Overtime	109,380.00	8,138.87	.00	8,138.87	101,241.13	7	154,036.:
401.105	On-call pay	5,200.00	400.00	.00	400.00	4,800.00	8	4,500.(
405.114	FICA	139,937.00	11,729.46	.00	11,729.46	128,207.54	8	130,030.:
406.116	Retirement	314,481.00	28,843.10	.00	28,843.10	285,637.90	9	297,640.!
408.125	SCMIT Worker's Comp Ins.	90,000.00	31,827.72	31,827.72	31,827.72	26,344.56	71	115,486.(
410.001	Health Claims Cost	246,305.00	21,834.58	.00	21,834.58	224,470.42	9	241,455.4
410.002	Health Claim Costs-Retire	49,914.00	4,311.24	.00	4,311.24	45,602.76	9	48,460.4
	Personal Services Totals	$2,729,239.00	$259,080.37	$31,827.72	$259,080.37	$2,438,330.91	11%	$2,630,376.:
	Supplies							
500.101	Supplies and Materials	33,200.00	2,847.31	.00	2,847.31	30,352.69	9	20,624.:
500.102	Equipment	9,448.00	.00	.00	.00	9,448.00	0	13,054.9
500.103	Furniture	5,000.00	.00	.00	.00	5,000.00	0	2,524.:
501.101	Uniforms and Clothing	32,000.00	661.57	.00	661.57	31,338.43	2	33,324.8

Budget Performance Report

Fiscal Year to Date 07/31/1

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Supplies Totals	$79,648.00	$3,508.88	$0.00	$3,508.88	$76,139.12	4%	$69,528.
	Other Services & Charges							
610.111	Communications- Landline	7,000.00	709.97	.00	709.97	6,290.03	10	6,558.
610.112	Postage	1,500.00	15.58	.00	15.58	1,484.42	1	1,040.
610.1110	Communications- Wireless	65,400.00	158.84	14,945.11	158.84	50,296.05	23	64,814.
620.114	Advertising	1,500.00	.00	.00	.00	1,500.00	0	415.
640.124	Travel Expense	15,012.00	400.00	.00	400.00	14,612.00	3	9,430.
650.127	Electricity	29,286.00	3,145.09	.00	3,145.09	26,140.91	11	27,953.
650.128	Water	2,352.00	194.21	.00	194.21	2,157.79	8	2,372.
650.129	Wastewater	2,235.00	188.96	.00	188.96	2,046.04	8	2,150.
650.130	Sanitation	2,255.00	182.46	.00	182.46	2,072.54	8	2,189.
650.133	Stormwater	2,450.00	198.20	.00	198.20	2,251.80	8	2,378.
650.134	Security Lights	3,830.00	309.89	.00	309.89	3,520.11	8	3,718.
650.1271	Electricity- Sales Tax	1,290.00	129.44	.00	129.44	1,160.56	10	1,169.
660.133	Repairs & Maint. Services	30,350.00	744.43	.00	744.43	29,605.57	2	18,839.
660.139	Fleet Services Labor-RTA Mtce Allocation	35,000.00	1,406.24	.00	1,406.24	33,593.76	4	31,158.
660.145	Gasoline & Oil	65,000.00	.00	.00	.00	65,000.00	0	73,585.
660.1391	Fleet Services -Departmental Expense Allocation	34,000.00	4,760.77	.00	4,760.77	29,239.23	14	43,799.
670.156	Equipment Rental/Lease	10,500.00	423.23	.00	423.23	10,076.77	4	6,001.
682.1721	Prisoner Housing	90,000.00	.00	.00	.00	90,000.00	0	63,575.
685.180	Membership Dues and Fees	1,815.00	.00	.00	.00	1,815.00	0	1,468.
685.182	Other Operating Expenses	19,701.00	194.40	.00	194.40	19,506.60	1	6,342.
685.184	Continuing Education	5,000.00	.00	.00	.00	5,000.00	0	.
685.186	Training	11,895.00	400.00	.00	400.00	11,495.00	3	5,531.
685.187	Special Projects	13,775.00	.00	.00	.00	13,775.00	0	10,804.
685.189	Reserve Program	2,000.00	.00	.00	.00	2,000.00	0	.

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
685.1801	Subscriptions	7,175.00	.00	.00	.00	7,175.00	0	5,054.
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	2,014.
685.1861	Law Enforce Accreditation	3,500.00	.00	1,909.60	.00	1,590.40	55	1,983.
686.186	Legal Services	2,000.00	.00	.00	.00	2,000.00	0	1,105.
686.189	Employee Medical	14,550.00	.00	.00	.00	14,550.00	0	3,744.
686.194	Other Prof/Tech Services	75,000.00	.00	.00	.00	75,000.00	0	75,000.
686.195	Repair/Maint Svc Contract	29,000.00	768.11	.00	768.11	28,231.89	3	18,230.
686.1895	Employee wellness services	15,000.00	.00	.00	.00	15,000.00	0	17,080.
687.203	Contract Services	19,100.00	659.95	.00	659.95	18,440.05	3	8,251.
	Other Services & Charges Totals	$618,471.00	$14,989.77	$16,854.71	$14,989.77	$586,626.52	5%	$517,764.
	Other Objects							
795.001	IT Internal Allocations	50,000.00	2,810.29	.00	2,810.29	47,189.71	6	56,048.
795.010	911 Expense Billing	(2,100.00)	(157.30)	.00	(157.30)	(1,942.70)	7	(1,992.6
	Other Objects Totals	$47,900.00	$2,652.99	$0.00	$2,652.99	$45,247.01	6%	$54,055.
	Sub Department **05 - Police Staff Services** Totals	$3,475,258.00	$280,232.01	$48,682.43	$280,232.01	$3,146,343.56	9%	$3,271,724.
	Sub Department **07 - Victim's Advocate**							
	Personal Services							
400.101	Regular Pay	41,075.00	3,484.33	.00	3,484.33	37,590.67	8	38,623.
401.103	Overtime	2,000.00	1,000.10	.00	1,000.10	999.90	50	5,176.
405.114	FICA	3,295.00	341.25	.00	341.25	2,953.75	10	2,999.
406.116	Retirement	6,822.00	740.09	.00	740.09	6,081.91	11	6,211.
408.125	SCMIT Worker's Comp Ins.	1,000.00	277.87	277.87	277.87	444.26	56	1,000.
410.001	Health Claims Cost	7,990.00	700.12	.00	700.12	7,289.88	9	7,757.
	Personal Services Totals	$62,182.00	$6,543.76	$277.87	$6,543.76	$55,360.37	11%	$61,769.
	Supplies							
500.101	Supplies and Materials	1,000.00	.00	.00	.00	1,000.00	0	718.

Budget Performance Report

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
501.101	Uniforms and Clothing	400.00	.00	.00	.00	400.00	0	.(
	Supplies Totals	$1,400.00	$0.00	$0.00	$0.00	$1,400.00	0%	$718.:
	Other Services & Charges							
610.111	Communications- Landline	180.00	11.62	.00	11.62	168.38	6	140.(
610.112	Postage	300.00	.00	.00	.00	300.00	0	.(
610.1110	Communications- Wireless	1,300.00	.00	326.63	.00	973.37	25	1,300.!
640.124	Travel Expense	2,300.00	.00	.00	.00	2,300.00	0	1,101.!
660.133	Repairs & Maint. Services	500.00	.00	.00	.00	500.00	0	.(
660.139	Fleet Services Labor-RTA Mtce Allocation	500.00	.00	.00	.00	500.00	0	123.:
660.145	Gasoline & Oil	1,500.00	.00	.00	.00	1,500.00	0	1,808.:
660.1391	Fleet Services -Departmental Expense Allocation	1,150.00	.00	.00	.00	1,150.00	0	.(
670.156	Equipment Rental/Lease	450.00	.00	.00	.00	450.00	0	529.:
685.180	Membership Dues and Fees	75.00	.00	.00	.00	75.00	0	.(
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	214.:
685.186	Training	800.00	.00	.00	.00	800.00	0	1,225.(
685.187	Special Projects	200.00	.00	.00	.00	200.00	0	113.:
686.189	Employee Medical	425.00	.00	.00	.00	425.00	0	.(
686.195	Repair/Maint Svc Contract	500.00	.00	.00	.00	500.00	0	375.(
686.1895	Employee wellness services	400.00	.00	.00	.00	400.00	0	443.:
	Other Services & Charges Totals	$11,080.00	$11.62	$326.63	$11.62	$10,741.75	3%	$7,375.:
	Other Objects							
795.001	IT Internal Allocations	3,500.00	281.03	.00	281.03	3,218.97	8	3,798.:
	Other Objects Totals	$3,500.00	$281.03	$0.00	$281.03	$3,218.97	8%	$3,798.:
	Sub Department **07 - Victim's Advocate** Totals	$78,162.00	$6,836.41	$604.50	$6,836.41	$70,721.09	10%	$73,661.!
	Sub Department **26 - Grants**							
	Supplies							

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Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Account

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
500.101	Supplies and Materials	3,000.00	19.65	.00	19.65	2,980.35	1	816.1
500.102	Equipment	500.00	.00	.00	.00	500.00	0	.(
501.101	Uniforms and Clothing	800.00	.00	.00	.00	800.00	0	513.8
	Supplies Totals	$4,300.00	$19.65	$0.00	$19.65	$4,280.35	0%	$1,329.9
	Other Services & Charges							
610.1110	Communications- Wireless	3,000.00	.00	651.63	.00	2,348.37	22	3,629.(
640.124	Travel Expense	1,700.00	.00	.00	.00	1,700.00	0	805.1
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	.(
660.139	Fleet Services Labor-RTA Mtce Allocation	1,200.00	.00	.00	.00	1,200.00	0	233.(
660.145	Gasoline & Oil	2,800.00	.00	.00	.00	2,800.00	0	2,762.1
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	101.63	.00	101.63	898.37	10	1,221.1
685.182	Other Operating Expenses	2,500.00	.00	.00	.00	2,500.00	0	99.8
685.186	Training	1,300.00	.00	.00	.00	1,300.00	0	500.(
685.187	Special Projects	2,000.00	.00	.00	.00	2,000.00	0	.(
	Other Services & Charges Totals	$16,500.00	$101.63	$651.63	$101.63	$15,746.74	5%	$9,251.1
	Sub Department **26 - Grants** Totals	$20,800.00	$121.28	$651.63	$121.28	$20,027.09	4%	$10,581.(
	Department **05 - Police** Totals	$3,574,220.00	$287,189.70	$49,938.56	$287,189.70	$3,237,091.74	9%	$3,355,967.8
	Department **09 - Planning & Community Development**							
	Personal Services							
400.101	Regular Pay	380,065.00	32,515.28	.00	32,515.28	347,549.72	9	312,689.9
401.103	Overtime	3,000.00	52.96	.00	52.96	2,947.04	2	2,414.9
405.114	FICA	29,295.00	2,353.05	.00	2,353.05	26,941.95	8	22,758.(
406.116	Retirement	43,526.00	5,134.92	.00	5,134.92	38,391.08	12	46,439.5
408.125	SCMIT Worker's Comp Ins.	3,500.00	1,099.90	1,099.90	1,099.90	1,300.20	63	3,961.9
410.001	Health Claims Cost	46,850.00	4,774.50	.00	4,774.50	42,075.50	10	45,485.(
	Personal Services Totals	$506,236.00	$45,930.61	$1,099.90	$45,930.61	$459,205.49	9%	$433,750.(

Budget Performance Report

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
Supplies								
500.101	Supplies and Materials	4,236.00	.00	.00	.00	4,236.00	0	3,342.(
500.102	Equipment	2,900.00	2,100.00	.00	2,100.00	800.00	72	9,373.!
500.103	Furniture	200.00	.00	.00	.00	200.00	0	210.:
500.105	Printing and Binding	2,030.00	.00	.00	.00	2,030.00	0	.(
	Supplies Totals	$9,366.00	$2,100.00	$0.00	$2,100.00	$7,266.00	22%	$12,926.!
Other Services & Charges								
610.111	Communications- Landline	2,000.00	197.79	.00	197.79	1,802.21	10	1,549.4
610.112	Postage	1,500.00	60.15	.00	60.15	1,439.85	4	575.:
610.1110	Communications- Wireless	1,800.00	.00	.00	.00	1,800.00	0	2,073.:
620.114	Advertising	2,245.00	.00	.00	.00	2,245.00	0	1,532.:
640.124	Travel Expense	1,063.00	530.72	.00	530.72	532.28	50	1,855.4
650.127	Electricity	2,947.00	141.42	.00	141.42	2,805.58	5	2,297.:
650.128	Water	350.00	23.84	.00	23.84	326.16	7	294.!
650.129	Wastewater	474.00	32.62	.00	32.62	441.38	7	401.8
650.130	Sanitation	582.00	48.71	.00	48.71	533.29	8	573.:
650.133	Stormwater	400.00	32.31	.00	32.31	367.69	8	387.:
650.134	Security Lights	1,080.00	90.00	.00	90.00	990.00	8	1,080.(
650.1271	Electricity- Sales Tax	144.00	6.39	.00	6.39	137.61	4	118.4
660.139	Fleet Services Labor-RTA Mtce Allocation	1,500.00	.00	.00	.00	1,500.00	0	1,300.:
660.145	Gasoline & Oil	2,710.00	.00	.00	.00	2,710.00	0	3,296.4
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	61.75	.00	61.75	938.25	6	820.:
670.156	Equipment Rental/Lease	7,500.00	1,120.57	.00	1,120.57	6,379.43	15	6,490.:
685.180	Membership Dues and Fees	2,155.00	.00	.00	.00	2,155.00	0	1,302.(
685.182	Other Operating Expenses	1,470.00	70.00	.00	70.00	1,400.00	5	1,484.(
685.184	Continuing Education	840.00	.00	.00	.00	840.00	0	1,326.:

Budget Performance Report

Fiscal Year to Date 07/31/1

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
685.186	Training	9,807.00	.00	.00	.00	9,807.00	0	5,194.
685.192	KGB Operations	7,000.00	1,149.43	.00	1,149.43	5,850.57	16	4,462.
685.1801	Subscriptions	100.00	.00	.00	.00	100.00	0	.
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	799.
685.1921	KGB grant expenses	7,000.00	310.73	.00	310.73	6,689.27	4	6,072.
686.187	Professional Services	150.00	.00	.00	.00	150.00	0	138.
686.189	Employee Medical	500.00	.00	.00	.00	500.00	0	348.
686.191	Contract Services/Studies	79,500.00	.00	.00	.00	79,500.00	0	15,297.
686.195	Repair/Maint Svc Contract	500.00	.00	.00	.00	500.00	0	231.
686.1895	Employee wellness services	2,000.00	.00	.00	.00	2,000.00	0	2,571.
	Other Services & Charges Totals	$138,317.00	$3,876.43	$0.00	$3,876.43	$134,440.57	3%	$63,877.
	Other Objects							
795.001	IT Internal Allocations	20,000.00	1,405.15	.00	1,405.15	18,594.85	7	19,001.
	Other Objects Totals	$20,000.00	$1,405.15	$0.00	$1,405.15	$18,594.85	7%	$19,001.
	Department **09 - Planning & Community Development** Totals	$673,919.00	$53,312.19	$1,099.90	$53,312.19	$619,506.91	8%	$529,556.
	Department **10 - Municipal Court**							
	Personal Services							
400.101	Regular Pay	125,013.00	11,422.03	.00	11,422.03	113,590.97	9	120,475.
401.103	Overtime	5,160.00	187.08	.00	187.08	4,972.92	4	4,602.
401.105	On-call pay	5,356.00	400.00	.00	400.00	4,956.00	7	5,200.
405.114	FICA	10,368.00	892.64	.00	892.64	9,475.36	9	9,573.
406.116	Retirement	18,698.00	1,858.24	.00	1,858.24	16,839.76	10	18,393.
408.125	SCMIT Worker's Comp Ins.	2,200.00	683.10	683.10	683.10	833.80	62	2,460.
410.001	Health Claims Cost	18,581.00	1,629.98	.00	1,629.98	16,951.02	9	18,045.
	Personal Services Totals	$185,376.00	$17,073.07	$683.10	$17,073.07	$167,619.83	10%	$178,750.
	Supplies							

Budget Performance Report

Fiscal Year to Date 07/31/1[illegible]

Exclude Rollup Accoun[illegible]

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
500.101	Supplies and Materials	4,000.00	.00	.00	.00	4,000.00	0	2,847.[illegible]
500.102	Equipment	4,000.00	.00	.00	.00	4,000.00	0	42.[illegible]
	Supplies Totals	$8,000.00	$0.00	$0.00	$0.00	$8,000.00	0%	$2,890.[illegible]
	Other Services & Charges							
610.111	Communications- Landline	550.00	34.84	.00	34.84	515.16	6	421.[illegible]
610.112	Postage	3,500.00	183.70	.00	183.70	3,316.30	5	2,481.[illegible]
610.1110	Communications- Wireless	350.00	.00	.00	.00	350.00	0	350.[illegible]
620.114	Advertising	500.00	.00	.00	.00	500.00	0	.[illegible]
640.124	Travel Expense	1,550.00	.00	.00	.00	1,550.00	0	614.[illegible]
650.127	Electricity	5,446.00	584.85	.00	584.85	4,861.15	11	5,198.[illegible]
650.128	Water	359.00	29.61	.00	29.61	329.39	8	486.[illegible]
650.129	Wastewater	341.00	28.81	.00	28.81	312.19	8	327.[illegible]
650.130	Sanitation	120.00	9.67	.00	9.67	110.33	8	116.[illegible]
650.133	Stormwater	215.00	17.39	.00	17.39	197.61	8	208.[illegible]
650.134	Security Lights	457.00	38.11	.00	38.11	418.89	8	457.[illegible]
650.1271	Electricity- Sales Tax	240.00	24.07	.00	24.07	215.93	10	217.[illegible]
660.133	Repairs & Maint. Services	5,000.00	43.42	.00	43.42	4,956.58	1	14,689.[illegible]
660.139	Fleet Services Labor-RTA Mtce Allocation	1,200.00	.00	.00	.00	1,200.00	0	703.[illegible]
660.145	Gasoline & Oil	639.00	.00	.00	.00	639.00	0	700.[illegible]
660.1391	Fleet Services -Departmental Expense Allocation	1,200.00	.00	.00	.00	1,200.00	0	192.[illegible]
670.156	Equipment Rental/Lease	2,400.00	.00	.00	.00	2,400.00	0	1,930.[illegible]
685.180	Membership Dues and Fees	100.00	.00	.00	.00	100.00	0	80.[illegible]
685.182	Other Operating Expenses	3,600.00	.00	.00	.00	3,600.00	0	1,615.[illegible]
685.186	Training	570.00	185.00	.00	185.00	385.00	32	175.[illegible]
686.187	Professional Services	21,800.00	.00	25,000.00	.00	(3,200.00)	115	20,069.[illegible]
686.195	Repair/Maint Svc Contract	2,000.00	.00	.00	.00	2,000.00	0	784.[illegible]

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
686.1895	Employee wellness services	1,000.00	.00	.00	.00	1,000.00	0	1,469.
	Other Services & Charges Totals	$53,137.00	$1,179.47	$25,000.00	$1,179.47	$26,957.53	49%	$53,290.
	Other Objects							
795.001	IT Internal Allocations	24,000.00	1,405.15	.00	1,405.15	22,594.85	6	21,010.
	Other Objects Totals	$24,000.00	$1,405.15	$0.00	$1,405.15	$22,594.85	6%	$21,010.
	Department **10 - Municipal Court** Totals	$270,513.00	$19,657.69	$25,683.10	$19,657.69	$225,172.21	17%	$255,942.
	Department **11 - Fire**							
	Personal Services							
400.101	Regular Pay	1,378,815.00	116,120.94	.00	116,120.94	1,262,694.06	8	1,279,328.
401.103	Overtime	44,500.00	13,529.44	.00	13,529.44	30,970.56	30	155,865.
402.111	Volunteer Employees	7,000.00	345.00	.00	345.00	6,655.00	5	3,915.
405.114	FICA	110,964.00	9,275.74	.00	9,275.74	101,688.26	8	100,985.
406.116	Retirement	253,462.00	23,337.16	.00	23,337.16	230,124.84	9	242,196.
408.125	SCMIT Worker's Comp Ins.	50,000.00	17,378.47	17,378.47	17,378.47	15,243.06	70	75,252.
410.001	Health Claims Cost	260,733.00	21,818.08	.00	21,818.08	238,914.92	8	249,930.
410.002	Health Claim Costs-Retire	42,204.00	4,736.62	.00	4,736.62	37,467.38	11	42,139.
	Personal Services Totals	$2,147,678.00	$206,541.45	$17,378.47	$206,541.45	$1,923,758.08	10%	$2,149,611.
	Supplies							
500.101	Supplies and Materials	18,000.00	2,763.13	.00	2,763.13	15,236.87	15	20,949.
500.102	Equipment	32,600.00	1,666.08	2,353.20	1,666.08	28,580.72	12	33,505.
500.103	Furniture	2,000.00	.00	.00	.00	2,000.00	0	2,083.
500.105	Printing and Binding	500.00	98.45	.00	98.45	401.55	20	.
500.107	Technology Supplies	4,000.00	340.86	.00	340.86	3,659.14	9	3,934.
501.101	Uniforms and Clothing	28,900.00	377.74	.00	377.74	28,522.26	1	20,249.
515.121	Safety Supplies	5,000.00	525.91	.00	525.91	4,474.09	11	4,758.
515.128	Medical Supplies	14,000.00	809.23	.00	809.23	13,190.77	6	11,905.

Budget Performance Report

Fiscal Year to Date 07/31/1

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
531.140	Haz Mat Supplies/Equipmnt	10,000.00	429.30	.00	429.30	9,570.70	4	11,213.
	Supplies Totals	$115,000.00	$7,010.70	$2,353.20	$7,010.70	$105,636.10	8%	$108,600.
	Other Services & Charges							
610.111	Communications- Landline	6,500.00	822.66	.00	822.66	5,677.34	13	6,379.
610.112	Postage	500.00	14.76	.00	14.76	485.24	3	1,101.
610.1110	Communications- Wireless	30,000.00	1,870.40	20,575.96	1,870.40	7,553.64	75	34,432.
620.114	Advertising	750.00	.00	.00	.00	750.00	0	.
630.121	Fire Prevention Materials	11,945.00	19.65	.00	19.65	11,925.35	0	9,545.
640.124	Travel Expense	5,192.00	1,704.50	.00	1,704.50	3,487.50	33	4,390.
650.127	Electricity	23,850.00	1,102.96	.00	1,102.96	22,747.04	5	10,690.
650.128	Water	4,720.00	136.70	.00	136.70	4,583.30	3	4,293.
650.129	Wastewater	2,435.00	188.18	.00	188.18	2,246.82	8	2,302.
650.130	Sanitation	973.00	78.76	.00	78.76	894.24	8	945.
650.133	Stormwater	1,435.00	116.10	.00	116.10	1,318.90	8	1,393.
650.134	Security Lights	1,866.00	151.00	.00	151.00	1,715.00	8	1,812.
650.1271	Electricity- Sales Tax	1,430.00	43.14	.00	43.14	1,386.86	3	183.
660.103	Emergency Preparedness	2,500.00	.00	.00	.00	2,500.00	0	5,138.
660.133	Repairs & Maint. Services	15,000.00	8,723.60	.00	8,723.60	6,276.40	58	29,441.
660.139	Fleet Services Labor-RTA Mtce Allocation	26,000.00	830.00	.00	830.00	25,170.00	3	37,776.
660.145	Gasoline & Oil	27,346.00	.00	.00	.00	27,346.00	0	30,112.
660.1391	Fleet Services -Departmental Expense Allocation	15,000.00	1,572.95	.00	1,572.95	13,427.05	10	15,927.
660.1392	Fleet Svcs- Outside Vends	20,000.00	4,708.31	(706.00)	4,708.31	15,997.69	20	21,203.
670.156	Equipment Rental/Lease	6,500.00	212.58	.00	212.58	6,287.42	3	4,428.
682.169	Laundry & Linen	2,000.00	12.56	.00	12.56	1,987.44	1	849.
685.180	Membership Dues and Fees	2,218.00	175.00	.00	175.00	2,043.00	8	1,979.
685.182	Other Operating Expenses	3,000.00	.00	.00	.00	3,000.00	0	5,837.

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
685.184	Continuing Education	5,000.00	.00	.00	.00	5,000.00	0	.(
685.186	Training	21,009.00	1,610.00	.00	1,610.00	19,399.00	8	18,512.!
685.1801	Subscriptions	14,868.00	6,475.50	.00	6,475.50	8,392.50	44	5,790.4
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	8,557.(
686.187	Professional Services	.00	.00	.00	.00	.00	+++	138.(
686.189	Employee Medical	13,500.00	28.37	.00	28.37	13,471.63	0	10,232.8
686.195	Repair/Maint Svc Contract	60,286.00	4,202.81	.00	4,202.81	56,083.19	7	63,624.:
686.1895	Employee wellness services	9,500.00	.00	.00	.00	9,500.00	0	13,958.:
	Other Services & Charges Totals	$335,323.00	$34,800.49	$19,869.96	$34,800.49	$280,652.55	16%	$350,976.(
	Other Objects							
700.105	Matched Expenses	.00	.00	.00	.00	.00	+++	2,000.(
795.001	IT Internal Allocations	30,000.00	1,686.17	.00	1,686.17	28,313.83	6	30,823.4
	Other Objects Totals	$30,000.00	$1,686.17	$0.00	$1,686.17	$28,313.83	6%	$32,823.4
	Department **11 - Fire** Totals	$2,628,001.00	$250,038.81	$39,601.63	$250,038.81	$2,338,360.56	11%	$2,642,012.:
	Department **12 - Public Works**							
	Personal Services							
400.101	Regular Pay	513,319.00	44,620.92	.00	44,620.92	468,698.08	9	464,373.:
401.103	Overtime	18,000.00	1,007.50	.00	1,007.50	16,992.50	6	17,219.:
405.114	FICA	39,581.00	3,283.36	.00	3,283.36	36,297.64	8	34,181.!
406.116	Retirement	71,334.00	6,778.19	.00	6,778.19	64,555.81	10	68,208.:
408.125	SCMIT Worker's Comp Ins.	23,000.00	7,803.52	7,803.52	7,803.52	7,392.96	68	28,136.!
410.001	Health Claims Cost	101,206.00	8,748.82	.00	8,748.82	92,457.18	9	97,664.:
410.002	Health Claim Costs-Retire	45,016.00	3,858.50	.00	3,858.50	41,157.50	9	43,704.(
	Personal Services Totals	$811,456.00	$76,100.81	$7,803.52	$76,100.81	$727,551.67	10%	$753,487.!
	Supplies							
500.101	Supplies and Materials	18,000.00	1,635.12	.00	1,635.12	16,364.88	9	14,951.:

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
500.102	Equipment	11,000.00	259.16	.00	259.16	10,740.84	2	9,335.9
500.103	Furniture	2,500.00	.00	.00	.00	2,500.00	0	2,180.0
500.105	Printing and Binding	1,500.00	16.49	.00	16.49	1,483.51	1	2,495.0
501.101	Uniforms and Clothing	20,000.00	1,329.85	.00	1,329.85	18,670.15	7	16,858.2
513.112	Asphalt/Concrete/Gravel	15,000.00	.00	.00	.00	15,000.00	0	10,074.9
515.121	Safety Supplies	5,000.00	.00	.00	.00	5,000.00	0	4,290.4
	Supplies Totals	$73,000.00	$3,240.62	$0.00	$3,240.62	$69,759.38	4%	$60,186.9
	Other Services & Charges							
610.111	Communications- Landline	3,500.00	545.49	.00	545.49	2,954.51	16	3,530.4
610.112	Postage	100.00	.00	.00	.00	100.00	0	41.8
610.1110	Communications- Wireless	5,000.00	.00	.00	.00	5,000.00	0	4,446.0
620.114	Advertising	750.00	.00	.00	.00	750.00	0	1,381.0
640.124	Travel Expense	1,000.00	.00	.00	.00	1,000.00	0	254.1
650.127	Electricity	1,206.00	118.07	.00	118.07	1,087.93	10	1,153.0
650.128	Water	441.00	39.97	.00	39.97	401.03	9	427.5
650.129	Wastewater	581.00	52.48	.00	52.48	528.52	9	564.0
650.130	Sanitation	470.00	38.04	.00	38.04	431.96	8	456.4
650.133	Stormwater	430.00	34.87	.00	34.87	395.13	8	418.4
650.134	Security Lights	551.00	44.54	.00	44.54	506.46	8	534.4
650.1271	Electricity- Sales Tax	4.00	.20	.00	.20	3.80	5	1.8
660.133	Repairs & Maint. Services	10,000.00	755.93	.00	755.93	9,244.07	8	16,791.0
660.139	Fleet Services Labor-RTA Mtce Allocation	22,000.00	1,413.74	.00	1,413.74	20,586.26	6	18,147.0
660.145	Gasoline & Oil	20,948.00	.00	.00	.00	20,948.00	0	23,294.2
660.1391	Fleet Services -Departmental Expense Allocation	32,000.00	4,952.29	.00	4,952.29	27,047.71	15	44,370.5
663.142	Street Sign Maintenance	5,000.00	265.72	.00	265.72	4,734.28	5	3,963.8
663.148	Maintenance of Parks	20,000.00	.00	.00	.00	20,000.00	0	17,992.0

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Account

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
670.156	Equipment Rental/Lease	3,000.00	482.56	.00	482.56	2,517.44	16	3,144.4
685.180	Membership Dues and Fees	750.00	268.00	.00	268.00	482.00	36	442.5
685.182	Other Operating Expenses	3,000.00	.00	.00	.00	3,000.00	0	703.1
685.186	Training	3,000.00	.00	.00	.00	3,000.00	0	1,569.0
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	6,040.0
686.187	Professional Services	5,000.00	.00	8,332.50	.00	(3,332.50)	167	7,383.3
686.189	Employee Medical	1,000.00	.00	.00	.00	1,000.00	0	197.0
686.195	Repair/Maint Svc Contract	8,500.00	336.98	.00	336.98	8,163.02	4	6,325.3
686.1895	Employee wellness services	3,505.00	.00	.00	.00	3,505.00	0	6,811.0
687.203	Contract Services	10,000.00	.00	.00	.00	10,000.00	0	12,200.2
687.204	Janitorial Services	3,000.00	245.84	2,704.19	245.84	49.97	98	.0
	Other Services & Charges Totals	$164,736.00	$9,594.72	$11,036.69	$9,594.72	$144,104.59	13%	$182,586.9
	Other Objects							
700.105	Matched Expenses	.00	.00	.00	.00	.00	+++	2,000.0
795.001	IT Internal Allocations	4,000.00	281.03	.00	281.03	3,718.97	7	4,808.1
	Other Objects Totals	$4,000.00	$281.03	$0.00	$281.03	$3,718.97	7%	$6,808.1
	Department **12 - Public Works** Totals	$1,053,192.00	$89,217.18	$18,840.21	$89,217.18	$945,134.61	10%	$1,003,069.9
	Department **13 - Information Technology**							
	Personal Services							
400.101	Regular Pay	81,440.00	6,991.26	.00	6,991.26	74,448.74	9	76,905.8
405.114	FICA	6,230.00	514.52	.00	514.52	5,715.48	8	5,657.1
406.116	Retirement	11,561.00	1,086.67	.00	1,086.67	10,474.33	9	11,112.1
408.125	SCMIT Worker's Comp Ins.	725.00	277.87	277.87	277.87	169.26	77	1,000.9
410.001	Health Claims Cost	8,041.00	704.24	.00	704.24	7,336.76	9	7,806.8
	Personal Services Totals	$107,997.00	$9,574.56	$277.87	$9,574.56	$98,144.57	9%	$102,482.8
	Supplies							

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Account

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
500.101	Supplies and Materials	4,000.00	.00	.00	.00	4,000.00	0	4,866.8
500.102	Equipment	10,000.00	.00	.00	.00	10,000.00	0	3,432.9
500.107	Technology Supplies	500.00	.00	.00	.00	500.00	0	.0
	Supplies Totals	$14,500.00	$0.00	$0.00	$0.00	$14,500.00	0%	$8,299.1
	Other Services & Charges							
610.111	Communications- Landline	600.00	34.84	.00	34.84	565.16	6	421.8
610.112	Postage	50.00	.00	.00	.00	50.00	0	.0
610.1110	Communications- Wireless	800.00	.00	.00	.00	800.00	0	723.1
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	144.2
650.127	Electricity	1,473.00	70.71	.00	70.71	1,402.29	5	1,148.5
650.128	Water	175.00	11.91	.00	11.91	163.09	7	147.4
650.129	Wastewater	237.00	16.31	.00	16.31	220.69	7	200.8
650.130	Sanitation	290.00	24.34	.00	24.34	265.66	8	286.1
650.133	Stormwater	920.00	99.94	.00	99.94	820.06	11	1,055.0
650.134	Security Lights	540.00	45.00	.00	45.00	495.00	8	540.0
650.1271	Electricity- Sales Tax	72.00	3.20	.00	3.20	68.80	4	59.1
685.180	Membership Dues and Fees	50.00	.00	.00	.00	50.00	0	35.0
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	.0
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	1,280.0
686.184	Technology Services	185,340.00	15,577.50	62,144.15	15,577.50	107,618.35	42	191,501.0
686.194	Other Prof/Tech Services	6,000.00	2,916.00	.00	2,916.00	3,084.00	49	4,309.9
686.195	Repair/Maint Svc Contract	10,000.00	.00	.00	.00	10,000.00	0	289.0
686.1895	Employee wellness services	300.00	.00	.00	.00	300.00	0	443.1
	Other Services & Charges Totals	$207,847.00	$18,799.75	$62,144.15	$18,799.75	$126,903.10	39%	$202,586.1
	Other Objects							
795.001	IT Internal Allocations	(357,070.00)	(26,978.78)	.00	(26,978.78)	(330,091.22)	8	(264,738.9

Budget Performance Report

Fiscal Year to Date 07/31/19
Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Other Objects Totals	($357,070.00)	($26,978.78)	$0.00	($26,978.78)	($330,091.22)	8%	($264,738.9
	Capital Outlay							
900.3950	Computer Software	16,200.00	.00	.00	.00	16,200.00	0	16,688.
900.4300	Other Equipment	11,000.00	.00	.00	.00	11,000.00	0	.
	Capital Outlay Totals	$27,200.00	$0.00	$0.00	$0.00	$27,200.00	0%	$16,688.
	Department **13 - Information Technology** Totals	$474.00	$1,395.53	$62,422.02	$1,395.53	($63,343.55)	13464%	$65,318.
	Department **14 - Fleet Services**							
	Personal Services							
400.101	Regular Pay	127,203.00	11,613.30	.00	11,613.30	115,589.70	9	123,366.
401.103	Overtime	1,000.00	.00	.00	.00	1,000.00	0	9.
405.114	FICA	9,732.00	835.45	.00	835.45	8,896.55	9	8,798.
406.116	Retirement	17,918.00	1,795.34	.00	1,795.34	16,122.66	10	17,700.
408.125	SCMIT Worker's Comp Ins.	7,000.00	1,945.09	1,945.09	1,945.09	3,109.82	56	7,006.
410.001	Health Claims Cost	21,993.00	2,066.96	.00	2,066.96	19,926.04	9	21,352.
410.002	Health Claim Costs-Retire	14,377.00	1,235.30	.00	1,235.30	13,141.70	9	13,957.
	Personal Services Totals	$199,223.00	$19,491.44	$1,945.09	$19,491.44	$177,786.47	11%	$192,191.
	Supplies							
500.101	Supplies and Materials	9,000.00	311.11	.00	311.11	8,688.89	3	7,178.
500.102	Equipment	2,000.00	477.00	.00	477.00	1,523.00	24	1,818.
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	155.
501.101	Uniforms and Clothing	4,800.00	300.15	.00	300.15	4,499.85	6	5,088.
515.121	Safety Supplies	1,600.00	.00	.00	.00	1,600.00	0	133.
	Supplies Totals	$17,900.00	$1,088.26	$0.00	$1,088.26	$16,811.74	6%	$14,374.
	Other Services & Charges							
610.111	Communications- Landline	1,500.00	219.18	.00	219.18	1,280.82	15	1,360.
610.112	Postage	100.00	.00	.00	.00	100.00	0	.

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
610.1110	Communications- Wireless	600.00	.00	.00	.00	600.00	0	619.:
620.114	Advertising	100.00	.00	.00	.00	100.00	0	.(
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	27.(
650.127	Electricity	11,764.00	1,152.74	.00	1,152.74	10,611.26	10	11,130.:
650.128	Water	440.00	39.96	.00	39.96	400.04	9	427.:
650.129	Wastewater	581.00	52.46	.00	52.46	528.54	9	563.!
650.130	Sanitation	456.00	36.90	.00	36.90	419.10	8	442.8
650.133	Stormwater	784.00	63.41	.00	63.41	720.59	8	760.!
650.134	Security Lights	526.00	42.57	.00	42.57	483.43	8	510.8
650.1271	Electricity- Sales Tax	611.00	55.76	.00	55.76	555.24	9	537.:
660.139	Fleet Services Labor-RTA Mtce Allocation	1,000.00	.00	.00	.00	1,000.00	0	609.:
660.145	Gasoline & Oil	1,770.00	.00	.00	.00	1,770.00	0	2,118.(
660.1391	Fleet Services -Departmental Expense Allocation	800.00	.00	.00	.00	800.00	0	371.:
662.140	Building Repairs	1,000.00	.00	.00	.00	1,000.00	0	7,021.8
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	417.:
685.186	Training	500.00	.00	.00	.00	500.00	0	.(
685.1801	Subscriptions	150.00	.00	.00	.00	150.00	0	.(
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	44.:
686.189	Employee Medical	200.00	.00	.00	.00	200.00	0	92.(
686.195	Repair/Maint Svc Contract	6,850.00	4,041.00	.00	4,041.00	2,809.00	59	6,293.!
686.1895	Employee wellness services	1,000.00	.00	.00	.00	1,000.00	0	1,204.:
	Other Services & Charges Totals	$31,732.00	$5,703.98	$0.00	$5,703.98	$26,028.02	18%	$34,553.:
	Other Objects							
735.122	Services Billed	(245,496.00)	(29,636.62)	.00	(29,636.62)	(215,859.38)	12	(272,973.3
795.001	IT Internal Allocations	2,000.00	.00	.00	.00	2,000.00	0	2,008.(
	Other Objects Totals	($243,496.00)	($29,636.62)	$0.00	($29,636.62)	($213,859.38)	12%	($270,964.6

Attachment: BudgetPerformanceReport07312019 (2817 : July 2019 Finance and IT Departments Report)

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Department **14 - Fleet Services** Totals	$5,359.00	($3,352.94)	$1,945.09	($3,352.94)	$6,766.85	-26%	($29,845.4
	Department **20 - General Government**							
	Personal Services							
410.001	Health Claims Cost	500.00	108,305.32	.00	108,305.32	(107,805.32)	21661	64.
410.002	Health Claim Costs-Retire	13,162.00	1,706.75	.00	1,706.75	11,455.25	13	15,937.
	Personal Services Totals	$13,662.00	$110,012.07	$0.00	$110,012.07	($96,350.07)	805%	$16,001.
	Supplies							
500.103	Furniture	1,000.00	.00	.00	.00	1,000.00	0	.
510.106	Cleaning & Sanitation Sup	2,200.00	181.00	.00	181.00	2,019.00	8	975.
	Supplies Totals	$3,200.00	$181.00	$0.00	$181.00	$3,019.00	6%	$975.
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	275,000.00	134,867.44	25,302.06	134,867.44	114,830.50	58	300,702.
600.112	Survivors Health Ins	6,000.00	1,251.78	.00	1,251.78	4,748.22	21	9,447.
600.1051	Employee Wellness &Safety	20,700.00	325.00	.00	325.00	20,375.00	2	18,478.
600.1052	Unemployment Insurance	3,600.00	.00	.00	.00	3,600.00	0	3,653.
620.114	Advertising	200.00	.00	.00	.00	200.00	0	174.
640.124	Travel Expense	.00	.00	.00	.00	.00	+++	3,471.
650.133	Stormwater	812.00	65.71	.00	65.71	746.29	8	788.
660.133	Repairs & Maint. Services	5,000.00	.00	.00	.00	5,000.00	0	4,487.
685.180	Membership Dues and Fees	4,500.00	50.00	.00	50.00	4,450.00	1	2,941.
685.181	City Hall Demolition/Rebuild Expenses	125,000.00	.00	443,350.00	.00	(318,350.00)	355	100,725.
685.182	Other Operating Expenses	7,250.00	10,153.00	.00	10,153.00	(2,903.00)	140	153,714.
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	3,312.
685.1822	City Hall - Temporary Locations	103,824.00	.00	.00	.00	103,824.00	0	.
686.186	Legal Services	60,000.00	(312.00)	25,000.00	(312.00)	35,312.00	41	69,993.
686.187	Professional Services	9,000.00	1,225.00	.00	1,225.00	7,775.00	14	22,170.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
686.192	Elections	9,000.00	.00	.00	.00	9,000.00	0	7,770.
686.194	Other Prof/Tech Services	2,000.00	.00	.00	.00	2,000.00	0	5,000.
686.195	Repair/Maint Svc Contract	5,860.00	98.53	.00	98.53	5,761.47	2	1,362.
686.199	Internal Engineering	35,000.00	4,071.83	.00	4,071.83	30,928.17	12	33,618.
686.1871	Audit Services	36,000.00	.00	.00	.00	36,000.00	0	38,600.
686.1895	Employee wellness services	2,500.00	.00	.00	.00	2,500.00	0	2,339.
687.204	Janitorial Services	8,200.00	688.32	7,571.75	688.32	(60.07)	101	.
	Other Services & Charges Totals	$719,446.00	$152,484.61	$501,223.81	$152,484.61	$65,737.58	91%	$782,751.
	Other Objects							
720.002	Unclaimed funds to the State	.00	.00	.00	.00	.00	+++	2,552.
795.995	GF Cost Distribution	(291,240.00)	(24,270.00)	.00	(24,270.00)	(266,970.00)	8	(263,130.0
	Other Objects Totals	($291,240.00)	($24,270.00)	$0.00	($24,270.00)	($266,970.00)	8%	($260,577.0
	Department **20 - General Government** Totals	$445,068.00	$238,407.68	$501,223.81	$238,407.68	($294,563.49)	166%	$539,150.
	EXPENSE TOTALS	$9,537,637.00	$1,015,382.25	$711,086.34	$1,015,382.25	$7,811,168.41	18%	$9,233,161.
	Fund **0010 - General Fund** Totals							
	REVENUE TOTALS	9,668,996.00	202,219.86	.00	202,219.86	9,466,776.14	2%	10,373,042.
	EXPENSE TOTALS	9,537,637.00	1,015,382.25	711,086.34	1,015,382.25	7,811,168.41	18%	9,233,161.
	Fund **0010 - General Fund** Totals	$131,359.00	($813,162.39)	($711,086.34)	($813,162.39)	$1,655,607.73		$1,139,880.
Fund **0011 - Debt Service**								
REVENUE								
Department **00 - Revenue**								
Property Taxes								
311.002	Property Taxes -Debt Mill	261,360.00	.00	.00	.00	261,360.00	0	133,386.
	Property Taxes Totals	$261,360.00	$0.00	$0.00	$0.00	$261,360.00	0%	$133,386.
	Department **00 - Revenue** Totals	$261,360.00	$0.00	$0.00	$0.00	$261,360.00	0%	$133,386.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	REVENUE TOTALS	$261,360.00	$0.00	$0.00	$0.00	$261,360.00	0%	$133,386.9
EXPENSE								
Department **21 - Debt Service**								
Supplies								
500.102	Equipment	130,000.00	.00	.00	.00	130,000.00	0	.0
	Supplies Totals	$130,000.00	$0.00	$0.00	$0.00	$130,000.00	0%	$0.0
Other Objects								
750.124	Transfers to General Fund	131,360.00	.00	.00	.00	131,360.00	0	.0
	Other Objects Totals	$131,360.00	$0.00	$0.00	$0.00	$131,360.00	0%	$0.0
	Department **21 - Debt Service** Totals	$261,360.00	$0.00	$0.00	$0.00	$261,360.00	0%	$0.0
	EXPENSE TOTALS	$261,360.00	$0.00	$0.00	$0.00	$261,360.00	0%	$0.0
	Fund **0011 - Debt Service** Totals							
	REVENUE TOTALS	261,360.00	.00	.00	.00	261,360.00	0%	133,386.9
	EXPENSE TOTALS	261,360.00	.00	.00	.00	261,360.00	0%	.0
	Fund **0011 - Debt Service** Totals	$0.00	$0.00	$0.00	$0.00	$0.00		$133,386.9
Fund **0012 - Capital Projects Reserve Fund**								
REVENUE								
Department **00 - Revenue**								
Operating Transfers In								
392.015	Transfer from Capital Projects Fund	586,000.00	.00	.00	.00	586,000.00	0	.0
	Operating Transfers In Totals	$586,000.00	$0.00	$0.00	$0.00	$586,000.00	0%	$0.0
	Department **00 - Revenue** Totals	$586,000.00	$0.00	$0.00	$0.00	$586,000.00	0%	$0.0
	REVENUE TOTALS	$586,000.00	$0.00	$0.00	$0.00	$586,000.00	0%	$0.0
EXPENSE								
Department **00 - Revenue**								

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
Other Services & Charges								
686.1911	Grants	.00	.00	.00	.00	.00	+++	(471,089.0
	Other Services & Charges Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	($471,089.0
	Department **00 - Revenue** Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	($471,089.0
Department **26 - Special Projects**								
Capital Outlay								
900.903	Sidewalk Program	100,000.00	.00	.00	.00	100,000.00	0	95,916.
900.904	Street Re-Surfacing Program	50,000.00	.00	.00	.00	50,000.00	0	33,161.
900.918	Ladder One	.00	.00	(6,911.00)	.00	6,911.00	+++	849,076.
900.920	Station I Kitchen Repair	50,000.00	.00	.00	.00	50,000.00	0	.
900.3000	Buildings & Improvements	108,000.00	.00	.00	.00	108,000.00	0	96,141.
900.3950	Computer Software	10,500.00	.00	.00	.00	10,500.00	0	10,022.
900.4000	Office Equipment	18,000.00	.00	.00	.00	18,000.00	0	31,586.
900.4100	Vehicles	60,000.00	.00	.00	.00	60,000.00	0	205,215.
900.4300	Other Equipment	139,500.00	.00	.00	.00	139,500.00	0	140,317.
900.6000	Other Improvements	50,000.00	.00	.00	.00	50,000.00	0	.
	Capital Outlay Totals	$586,000.00	$0.00	($6,911.00)	$0.00	$592,911.00	-1%	$1,461,437.
	Department **26 - Special Projects** Totals	$586,000.00	$0.00	($6,911.00)	$0.00	$592,911.00	-1%	$1,461,437.
	EXPENSE TOTALS	$586,000.00	$0.00	($6,911.00)	$0.00	$592,911.00	-1%	$990,348.
	Fund **0012 - Capital Projects Reserve Fund** Totals							
	REVENUE TOTALS	586,000.00	.00	.00	.00	586,000.00	0%	.
	EXPENSE TOTALS	586,000.00	.00	(6,911.00)	.00	592,911.00	-1%	990,348.
	Fund **0012 - Capital Projects Reserve Fund** Totals	$0.00	$0.00	$6,911.00	$0.00	($6,911.00)		($990,348.5
Fund **0017 - Federal Grants**								
EXPENSE								

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Department **69 - Federal Grants**							
	Supplies							
500.101	Supplies and Materials	.00	.00	.00	.00	.00	+++	1,130.(
	Supplies Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$1,130.(
	Department **69 - Federal Grants** Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$1,130.(
	EXPENSE TOTALS	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$1,130.(
	Fund **0017 - Federal Grants** Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	.(
	EXPENSE TOTALS	.00	.00	.00	.00	.00	+++	1,130.(
	Fund **0017 - Federal Grants** Totals	$0.00	$0.00	$0.00	$0.00	$0.00		($1,130.0
Fund **0020 - State Accommodations Tax**								
REVENUE								
	Department **00 - Revenue**							
	State Shared							
318.001	Accommodations Tax	140,000.00	.00	.00	.00	140,000.00	0	154,628.:
	State Shared Totals	$140,000.00	$0.00	$0.00	$0.00	$140,000.00	0%	$154,628.:
	Investment Earnings							
361.001	Investment Earnings	1,500.00	.00	.00	.00	1,500.00	0	2,645.4
	Investment Earnings Totals	$1,500.00	$0.00	$0.00	$0.00	$1,500.00	0%	$2,645.4
	Department **00 - Revenue** Totals	$141,500.00	$0.00	$0.00	$0.00	$141,500.00	0%	$157,273.!
	REVENUE TOTALS	$141,500.00	$0.00	$0.00	$0.00	$141,500.00	0%	$157,273.!
EXPENSE								
	Department **33 - State Accommodations Tax**							
	Other Services & Charges							
620.114	Advertising	500.00	.00	.00	.00	500.00	0	58.(

Georgetown SOUTH CAROLINA

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
683.173	Tourism Related	75,000.00	.00	.00	.00	75,000.00	0	63,703.(
683.174	Tourism Advertise/Promote	30,000.00	.00	.00	.00	30,000.00	0	38,888.4
	Other Services & Charges Totals	$105,500.00	$0.00	$0.00	$0.00	$105,500.00	0%	$102,650.(
	Other Objects							
750.124	Transfers to General Fund	36,000.00	.00	.00	.00	36,000.00	0	31,481.4
	Other Objects Totals	$36,000.00	$0.00	$0.00	$0.00	$36,000.00	0%	$31,481.4
	Department **33 - State Accommodations Tax** Totals	$141,500.00	$0.00	$0.00	$0.00	$141,500.00	0%	$134,131.5
	EXPENSE TOTALS	$141,500.00	$0.00	$0.00	$0.00	$141,500.00	0%	$134,131.5
	Fund **0020 - State Accommodations Tax** Totals							
	REVENUE TOTALS	141,500.00	.00	.00	.00	141,500.00	0%	157,273.5
	EXPENSE TOTALS	141,500.00	.00	.00	.00	141,500.00	0%	134,131.5
	Fund **0020 - State Accommodations Tax** Totals	$0.00	$0.00	$0.00	$0.00	$0.00		$23,142.(
Fund **0022 - Local Hospitality/ATax**								
REVENUE								
Department **00 - Revenue**								
Fees								
324.001	Hospitality Fee	710,000.00	75,190.22	.00	75,190.22	634,809.78	11	723,056.4
324.002	Accommodation Fees	220,000.00	25,257.81	.00	25,257.81	194,742.19	11	241,640.1
	Fees Totals	$930,000.00	$100,448.03	$0.00	$100,448.03	$829,551.97	11%	$964,697.1
State Grants								
332.015	DBA State Grant	.00	30,000.00	.00	30,000.00	(30,000.00)	+++	72,095.2
	State Grants Totals	$0.00	$30,000.00	$0.00	$30,000.00	($30,000.00)	+++	$72,095.2
Investment Earnings								
361.001	Investment Earnings	13,000.00	.00	.00	.00	13,000.00	0	26,076.1
	Investment Earnings Totals	$13,000.00	$0.00	$0.00	$0.00	$13,000.00	0%	$26,076.1

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Miscellaneous							
367.001	Operating Contributions	.00	.00	.00	.00	.00	+++	20,000.(
369.002	Miscellaneous Revenue	.00	4,500.00	.00	4,500.00	(4,500.00)	+++	46,697.(
	Miscellaneous Totals	$0.00	$4,500.00	$0.00	$4,500.00	($4,500.00)	+++	$66,697.(
	Operating Transfers In							
394.002	Transfer from fund balance	198,647.00	.00	.00	.00	198,647.00	0	.(
	Operating Transfers In Totals	$198,647.00	$0.00	$0.00	$0.00	$198,647.00	0%	$0.(
	Department **00 - Revenue** Totals	$1,141,647.00	$134,948.03	$0.00	$134,948.03	$1,006,698.97	12%	$1,129,566.
	REVENUE TOTALS	$1,141,647.00	$134,948.03	$0.00	$134,948.03	$1,006,698.97	12%	$1,129,566.
EXPENSE								
	Department **08 - Winyah Auditorium**							
	Other Services & Charges							
650.127	Electricity	3,105.00	1,329.44	.00	1,329.44	1,775.56	43	4,690.(
	Other Services & Charges Totals	$3,105.00	$1,329.44	$0.00	$1,329.44	$1,775.56	43%	$4,690.(
	Department **08 - Winyah Auditorium** Totals	$3,105.00	$1,329.44	$0.00	$1,329.44	$1,775.56	43%	$4,690.(
	Department **23 - Old Hospitality Fees**							
	Other Services & Charges							
620.114	Advertising	200.00	.00	.00	.00	200.00	0	.(
620.1141	Advertising- Other	500.00	.00	.00	.00	500.00	0	.(
685.182	Other Operating Expenses	2,500.00	.00	.00	.00	2,500.00	0	630.
	Other Services & Charges Totals	$3,200.00	$0.00	$0.00	$0.00	$3,200.00	0%	$630.
	Other Objects							
750.124	Transfers to General Fund	125,000.00	10,416.67	.00	10,416.67	114,583.33	8	108,000.(
	Other Objects Totals	$125,000.00	$10,416.67	$0.00	$10,416.67	$114,583.33	8%	$108,000.(
	Capital Outlay							
900.905	Park Improvements	75,000.00	.00	.00	.00	75,000.00	0	69,773.(

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Capital Outlay Totals	$75,000.00	$0.00	$0.00	$0.00	$75,000.00	0%	$69,773.(
	Department **23 - Old Hospitality Fees** Totals	$203,200.00	$10,416.67	$0.00	$10,416.67	$192,783.33	5%	$178,404.:
	Department **24 - New Hospitality Fees**							
	Personal Services							
400.101	Regular Pay	33,000.00	3,264.25	.00	3,264.25	29,735.75	10	34,077.4
401.103	Overtime	1,500.00	.00	.00	.00	1,500.00	0	1,353.!
405.114	FICA	2,500.00	239.60	.00	239.60	2,260.40	10	2,589.:
406.116	Retirement	4,500.00	583.99	.00	583.99	3,916.01	13	6,044.8
410.001	Health Claims Cost	3,291.00	290.50	.00	290.50	3,000.50	9	3,195.!
	Personal Services Totals	$44,791.00	$4,378.34	$0.00	$4,378.34	$40,412.66	10%	$47,260.4
	Other Services & Charges							
620.1141	Advertising- Other	500.00	.00	.00	.00	500.00	0	116.(
683.174	Tourism Advertise/Promote	198,750.00	445.00	.00	445.00	198,305.00	0	140,221.!
685.180	Membership Dues and Fees	2,500.00	.00	.00	.00	2,500.00	0	1,550.(
685.182	Other Operating Expenses	19,300.00	6,938.48	.00	6,938.48	12,361.52	36	26,145.(
685.187	Special Projects	369,200.00	39,135.35	.00	39,135.35	330,064.65	11	157,939.8
685.1871	Way-finding project	50,000.00	.00	.00	.00	50,000.00	0	3,586.(
686.195	Repair/Maint Svc Contract	11,800.00	950.00	10,450.00	950.00	400.00	97	12,787.!
687.198	Donations & Promotions	500.00	.00	.00	.00	500.00	0	500.(
687.204	Janitorial Services	32,900.00	2,802.52	30,827.80	2,802.52	(730.32)	102	.(
	Other Services & Charges Totals	$685,450.00	$50,271.35	$41,277.80	$50,271.35	$593,900.85	13%	$342,847.(
	Capital Outlay							
900.905	Park Improvements	18,000.00	.00	.00	.00	18,000.00	0	6,150.:
900.1000	Infrastructure Improvemts	.00	.00	.00	.00	.00	+++	4,526.(
900.2500	Land Improvements	.00	.00	(1,479.25)	.00	1,479.25	+++	26,490.:
900.6000	Other Improvements	.00	.00	.00	.00	.00	+++	75,625.(

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Capital Outlay Totals	$18,000.00	$0.00	($1,479.25)	$0.00	$19,479.25	-8%	$112,791.
	Department **24 - New Hospitality Fees** Totals	$748,241.00	$54,649.69	$39,798.55	$54,649.69	$653,792.76	13%	$502,900.
Department **29 - Kaminski House**								
Other Services & Charges								
600.110	SCMIRF Property/Liab Ins	13,500.00	.00	.00	.00	13,500.00	0	.
650.127	Electricity	2,238.00	200.71	.00	200.71	2,037.29	9	2,168.
650.133	Stormwater	1,268.00	113.40	.00	113.40	1,154.60	9	1,285.
650.1271	Electricity- Sales Tax	95.00	7.96	.00	7.96	87.04	8	90.
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	+++	43.
687.203	Contract Services	170,000.00	37,500.00	.00	37,500.00	132,500.00	22	170,000.
	Other Services & Charges Totals	$187,101.00	$37,822.07	$0.00	$37,822.07	$149,278.93	20%	$173,587.
Other Objects								
720.120	Donations and Promotions	.00	.00	.00	.00	.00	+++	20,000.
	Other Objects Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$20,000.
	Department **29 - Kaminski House** Totals	$187,101.00	$37,822.07	$0.00	$37,822.07	$149,278.93	20%	$193,587.
	EXPENSE TOTALS	$1,141,647.00	$104,217.87	$39,798.55	$104,217.87	$997,630.58	13%	$879,582.
	Fund **0022 - Local Hospitality/ATax** Totals							
	REVENUE TOTALS	1,141,647.00	134,948.03	.00	134,948.03	1,006,698.97	12%	1,129,566.
	EXPENSE TOTALS	1,141,647.00	104,217.87	39,798.55	104,217.87	997,630.58	13%	879,582.
	Fund **0022 - Local Hospitality/ATax** Totals	$0.00	$30,730.16	($39,798.55)	$30,730.16	$9,068.39		$249,984.
Fund **0030 - Electric Utility Fund**								
REVENUE								
Department **00 - Revenue**								
Operating Revenues								
301.000	Sale Of Utilities	12,600,000.00	1,040,798.70	.00	1,040,798.70	11,559,201.30	8	11,318,382.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
301.002	New Turn Ons	5,000.00	385.00	.00	385.00	4,615.00	8	3,985.(
301.004	Security Lights	250,000.00	22,994.00	.00	22,994.00	227,006.00	9	283,046.:
301.012	Restores	60,000.00	3,765.00	.00	3,765.00	56,235.00	6	71,124.!
302.001	Penalties	125,000.00	7,462.83	.00	7,462.83	117,537.17	6	124,554.:
302.002	Pole Rental	200,000.00	5,739.22	.00	5,739.22	194,260.78	3	182,388.:
302.003	Fiber Rental	25,000.00	2,000.00	.00	2,000.00	23,000.00	8	22,000.(
	Operating Revenues Totals	$13,265,000.00	$1,083,144.75	$0.00	$1,083,144.75	$12,181,855.25	8%	$12,005,481.(
	Federal Grants							
335.004	Fema Recovery	25,000.00	.00	.00	.00	25,000.00	0	55,258.:
	Federal Grants Totals	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	0%	$55,258.:
	Investment Earnings							
306.001	Investment Earnings	70,000.00	10,275.62	.00	10,275.62	59,724.38	15	120,690.!
	Investment Earnings Totals	$70,000.00	$10,275.62	$0.00	$10,275.62	$59,724.38	15%	$120,690.!
	Miscellaneous							
301.001	Revenue from Energu Efficiency Program	55,000.00	5,546.53	.00	5,546.53	49,453.47	10	78,443.4
307.002	Sale Of Scrap	500.00	.00	.00	.00	500.00	0	.(
369.002	Miscellaneous Revenue	5,000.00	.00	.00	.00	5,000.00	0	22,107.!
	Miscellaneous Totals	$60,500.00	$5,546.53	$0.00	$5,546.53	$54,953.47	9%	$100,550.!
	Operating Transfers In							
394.002	Transfer from fund balance	(897,427.00)	.00	.00	.00	(897,427.00)	0	.(
	Operating Transfers In Totals	($897,427.00)	$0.00	$0.00	$0.00	($897,427.00)	0%	$0.(
	Sale of Assets							
391.001	Sale of Assets	.00	.00	.00	.00	.00	+++	600.(
	Sale of Assets Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$600.(
	Department **00 - Revenue** Totals	$12,523,073.00	$1,098,966.90	$0.00	$1,098,966.90	$11,424,106.10	9%	$12,282,581.:
	REVENUE TOTALS	$12,523,073.00	$1,098,966.90	$0.00	$1,098,966.90	$11,424,106.10	9%	$12,282,581.:

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
EXPENSE								
Department 19 - Electric								
Personal Services								
400.101	Regular Pay	643,935.00	72,160.53	.00	72,160.53	571,774.47	11	605,706.:
401.103	Overtime	10,000.00	109.63	.00	109.63	9,890.37	1	4,352.:
401.105	On-call pay	10,400.00	800.00	.00	800.00	9,600.00	8	10,400.(
401.106	Contract Labor	500,000.00	.00	300,000.00	.00	200,000.00	60	587,815.!
405.114	FICA	50,748.00	5,401.24	.00	5,401.24	45,346.76	11	44,959.:
406.116	Retirement	93,905.00	11,339.91	.00	11,339.91	82,565.09	12	89,467.(
408.125	SCMIT Worker's Comp Ins.	60,000.00	19,346.71	19,346.71	19,346.71	21,306.58	64	71,198.:
410.001	Health Claims Cost	92,717.00	7,964.42	.00	7,964.42	84,752.58	9	88,430.(
410.002	Health Claim Costs-Retire	40,615.00	3,032.82	.00	3,032.82	37,582.18	7	38,721.8
410.003	OPEB cost	14,000.00	.00	.00	.00	14,000.00	0	.(
	Personal Services Totals	$1,516,320.00	$120,155.26	$319,346.71	$120,155.26	$1,076,818.03	29%	$1,541,051.(
Supplies								
500.101	Supplies and Materials	26,300.00	369.34	.00	369.34	25,930.66	1	18,882.8
500.102	Equipment	6,500.00	.00	.00	.00	6,500.00	0	5,545.:
500.103	Furniture	1,500.00	.00	.00	.00	1,500.00	0	600.(
500.105	Printing and Binding	600.00	.00	.00	.00	600.00	0	.(
501.101	Uniforms and Clothing	13,700.00	2,299.98	.00	2,299.98	11,400.02	17	8,410.!
514.114	Wire Expense	8,000.00	.00	.00	.00	8,000.00	0	46,362.(
514.115	Christmas Decorations	10,000.00	.00	.00	.00	10,000.00	0	11,081.4
514.116	Pole Line Hardware	7,000.00	.00	.00	.00	7,000.00	0	12,334.!
514.117	Poles & Crossarms	6,000.00	.00	.00	.00	6,000.00	0	12,522.:
514.118	Fuel for Peak Shaving Generation	85,000.00	.00	25,000.00	.00	60,000.00	29	98,283.:
515.121	Safety Supplies	.00	.00	.00	.00	.00	+++	564.!

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
515.123	Special Dept Supplies	14,000.00	163.90	.00	163.90	13,836.10	1	17,733.
521.128	Meter Supplies	44,000.00	.00	.00	.00	44,000.00	0	33,156.
523.133	Street Light Supplies	4,000.00	.00	.00	.00	4,000.00	0	5,511.
531.143	Security Lights	20,000.00	330.72	.00	330.72	19,669.28	2	25,341.
531.145	Transformer Supplies	8,000.00	.00	.00	.00	8,000.00	0	31,261.
540.150	Power Purchases	8,000,100.00	819,222.24	.00	819,222.24	7,180,877.76	10	7,739,076.
	Supplies Totals	$8,254,700.00	$822,386.18	$25,000.00	$822,386.18	$7,407,313.82	10%	$8,066,668.
	Other Services & Charges							
540.153	Energy Efficiency Program	60,000.00	5,716.00	.00	5,716.00	54,284.00	10	74,831.
600.110	SCMIRF Property/Liab Ins	275,000.00	137,440.05	.00	137,440.05	137,559.95	50	273,012.
610.111	Communications- Landline	5,000.00	664.49	.00	664.49	4,335.51	13	6,035.
610.112	Postage	2,500.00	553.39	.00	553.39	1,946.61	22	5,535.
610.1110	Communications- Wireless	7,000.00	286.20	.00	286.20	6,713.80	4	6,935.
620.114	Advertising	600.00	.00	.00	.00	600.00	0	406.
640.124	Travel Expense	6,240.00	.00	.00	.00	6,240.00	0	2,159.
650.127	Electricity	24,066.00	2,321.88	.00	2,321.88	21,744.12	10	24,359.
650.128	Water	1,427.00	120.01	.00	120.01	1,306.99	8	1,379.
650.129	Wastewater	1,978.00	166.47	.00	166.47	1,811.53	8	1,912.
650.130	Sanitation	2,085.00	168.66	.00	168.66	1,916.34	8	2,023.
650.133	Stormwater	1,521.00	123.02	.00	123.02	1,397.98	8	1,476.
650.134	Security Lights	10,494.00	849.00	.00	849.00	9,645.00	8	10,188.
650.1271	Electricity- Sales Tax	4,230.00	70.13	.00	70.13	4,159.87	2	3,847.
660.133	Repairs & Maint. Services	8,000.00	435.09	.00	435.09	7,564.91	5	2,703.
660.139	Fleet Services Labor-RTA Mtce Allocation	16,000.00	1,810.53	.00	1,810.53	14,189.47	11	62,756.
660.140	Hydraulic Repair	12,000.00	359.14	.00	359.14	11,640.86	3	21,859.
660.145	Gasoline & Oil	21,100.00	.00	.00	.00	21,100.00	0	21,486.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
660.1391	Fleet Services -Departmental Expense Allocation	20,500.00	11,308.95	.00	11,308.95	9,191.05	55	23,148.(
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.(
662.141	Department Repairs	10,000.00	.00	.00	.00	10,000.00	0	.(
663.145	Sub-Station Maintenance	3,000.00	.00	.00	.00	3,000.00	0	.(
663.146	Transformers Repairs	6,000.00	.00	.00	.00	6,000.00	0	25.(
664.101	Community Education	1,500.00	.00	.00	.00	1,500.00	0	.(
670.156	Equipment Rental/Lease	3,800.00	421.88	.00	421.88	3,378.12	11	2,537.4
670.157	Equipment Lease	.00	.00	.00	.00	.00	+++	65.8
682.170	Infrared Test	800.00	.00	.00	.00	800.00	0	590.(
682.171	Safety Testing/Compliance	3,500.00	590.00	.00	590.00	2,910.00	17	295.1
682.172	Ground Maint. Expenses	1,000.00	.00	.00	.00	1,000.00	0	.(
682.173	Tree Crew Maintenance	15,500.00	850.24	.00	850.24	14,649.76	5	11,014.8
685.180	Membership Dues and Fees	18,015.00	9,285.66	.00	9,285.66	8,729.34	52	16,502.(
685.182	Other Operating Expenses	2,000.00	2,807.60	.00	2,807.60	(807.60)	140	28,219.1
685.183	Depreciation	530,700.00	59,249.43	.00	59,249.43	471,450.57	11	520,600.8
685.186	Training	16,200.00	.00	.00	.00	16,200.00	0	8,471.(
685.190	Landfill Fees	5,000.00	.00	.00	.00	5,000.00	0	7,418.1
685.1801	Subscriptions	40.00	.00	.00	.00	40.00	0	.(
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	29,507.4
686.186	Legal Services	10,000.00	.00	.00	.00	10,000.00	0	.(
686.187	Professional Services	11,700.00	90.68	8,332.50	90.68	3,276.82	72	14,556.1
686.188	Architect/Engineer Servcs	33,000.00	.00	.00	.00	33,000.00	0	39,955.9
686.189	Employee Medical	700.00	.00	.00	.00	700.00	0	531.(
686.190	Consulting Services	.00	.00	.00	.00	.00	+++	32,838.(
686.191	Contract Services/Studies	3,600.00	.00	.00	.00	3,600.00	0	1,997.1
686.194	Other Prof/Tech Services	80,000.00	.00	.00	.00	80,000.00	0	.(

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
686.195	Repair/Maint Svc Contract	21,000.00	848.13	.00	848.13	20,151.87	4	24,518.8
686.199	Internal Engineering	18,000.00	2,035.92	.00	2,035.92	15,964.08	11	16,809.1
686.1895	Employee wellness services	6,000.00	.00	.00	.00	6,000.00	0	6,933.2
687.202	Utility Billing Services	40,000.00	13,494.67	6,876.19	13,494.67	19,629.14	51	36,393.3
687.204	Janitorial Services	2,500.00	196.67	2,163.35	196.67	139.98	94	.0
	Other Services & Charges Totals	$1,325,296.00	$252,263.89	$17,372.04	$252,263.89	$1,055,660.07	20%	$1,345,840.3
	Other Objects							
702.105	Interest on Bonds	106,065.00	8,924.67	.00	8,924.67	97,140.33	8	118,207.8
702.110	Bond Principal	564,084.00	46,916.67	.00	46,916.67	517,167.33	8	552,000.0
703.1001	Agent Fees	.00	.00	.00	.00	.00	+++	2,500.0
720.001	Provision for Bad Debts	40,000.00	3,333.33	.00	3,333.33	36,666.67	8	39,999.9
720.006	Public Assistance Program	10,000.00	.00	.00	.00	10,000.00	0	10,000.0
750.124	Transfers to General Fund	741,054.00	61,754.50	.00	61,754.50	679,299.50	8	749,115.0
795.001	IT Internal Allocations	115,000.00	7,025.73	.00	7,025.73	107,974.27	6	74,990.5
795.995	GF Cost Distribution	413,500.00	34,458.33	.00	34,458.33	379,041.67	8	398,300.0
7999.9999	Principal Reclassified	(564,084.00)	(46,916.67)	.00	(46,916.67)	(517,167.33)	8	(552,000.0
	Other Objects Totals	$1,425,619.00	$115,496.56	$0.00	$115,496.56	$1,310,122.44	8%	$1,393,113.3
	Capital Outlay							
900.952	Peak Shaving Generation	.00	.00	.00	.00	.00	+++	52,362.6
900.3100	Electric Distribution	2,210,000.00	30,760.91	764,439.50	30,760.91	1,414,799.59	36	201,220.2
900.3101	Transformer-Pad Mounts 99900	.00	.00	.00	.00	.00	+++	29,651.1
900.3102	Meters & Equipment 99901	.00	.00	.00	.00	.00	+++	2,896.4
900.3103	Wire Expense 99902	.00	.00	.00	.00	.00	+++	8,485.4
900.3104	Pole Line Hardware 99903	.00	.00	.00	.00	.00	+++	7,340.1
900.3105	Transformer-Pole Mounted 99904	.00	.00	.00	.00	.00	+++	4,293.5
900.3106	Poles 99905	.00	.00	.00	.00	.00	+++	3,569.2

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
900.3107	Security & Street Lights 99906	.00	.00	.00	.00	.00	+++	1,396.
900.3108	Misc. Line Upgrades - Sumter Utilities	.00	.00	.00	.00	.00	+++	212,722.
900.4100	Vehicles	153,000.00	.00	.00	.00	153,000.00	0	.
900.4300	Other Equipment	70,000.00	.00	.00	.00	70,000.00	0	783,979.
9999.9999	Assets Reclassified	(2,433,000.00)	(233.95)	.00	(233.95)	(2,432,766.05)	0	(1,307,917.6
	Capital Outlay Totals	$0.00	$30,526.96	$764,439.50	$30,526.96	($794,966.46)	+++	$0.
	Department **19 - Electric** Totals	$12,521,935.00	$1,340,828.85	$1,126,158.25	$1,340,828.85	$10,054,947.90	20%	$12,346,674.
	Department **36 - Fiber Optics**							
	Other Services & Charges							
685.183	Depreciation	1,138.00	19.11	.00	19.11	1,118.89	2	229.
	Other Services & Charges Totals	$1,138.00	$19.11	$0.00	$19.11	$1,118.89	2%	$229.
	Department **36 - Fiber Optics** Totals	$1,138.00	$19.11	$0.00	$19.11	$1,118.89	2%	$229.
	EXPENSE TOTALS	$12,523,073.00	$1,340,847.96	$1,126,158.25	$1,340,847.96	$10,056,066.79	20%	$12,346,903.
	Fund **0030 - Electric Utility Fund** Totals							
	REVENUE TOTALS	12,523,073.00	1,098,966.90	.00	1,098,966.90	11,424,106.10	9%	12,282,581.
	EXPENSE TOTALS	12,523,073.00	1,340,847.96	1,126,158.25	1,340,847.96	10,056,066.79	20%	12,346,903.
	Fund **0030 - Electric Utility Fund** Totals	$0.00	($241,881.06)	($1,126,158.25)	($241,881.06)	$1,368,039.31		($64,321.7
Fund **0031 - Water Utility Fund**								
REVENUE								
	Department **00 - Revenue**							
	Operating Revenues							
301.000	Sale Of Utilities	2,212,644.00	201,588.73	.00	201,588.73	2,011,055.27	9	1,834,709.
301.002	New Turn Ons	3,000.00	315.00	.00	315.00	2,685.00	10	3,385.
301.006	Sale Of Raw Water	13,000.00	1,341.77	.00	1,341.77	11,658.23	10	13,297.
301.009	New Service Taps	8,000.00	4,100.00	.00	4,100.00	3,900.00	51	34,256.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
301.013	Meter Installation	1,000.00	600.00	.00	600.00	400.00	60	4,200.(
302.001	Penalties	30,000.00	1,903.61	.00	1,903.61	28,096.39	6	28,231.!
	Operating Revenues Totals	$2,267,644.00	$209,849.11	$0.00	$209,849.11	$2,057,794.89	9%	$1,918,081.(
	Impact Fees							
324.020	Water Impact Fee	10,000.00	2,570.00	.00	2,570.00	7,430.00	26	16,248.8
	Impact Fees Totals	$10,000.00	$2,570.00	$0.00	$2,570.00	$7,430.00	26%	$16,248.8
	Federal Grants							
335.004	Fema Recovery	5,000.00	.00	.00	.00	5,000.00	0	37,952.2
	Federal Grants Totals	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	$37,952.2
	Investment Earnings							
306.001	Investment Earnings	38,000.00	2,883.87	.00	2,883.87	35,116.13	8	54,249.8
	Investment Earnings Totals	$38,000.00	$2,883.87	$0.00	$2,883.87	$35,116.13	8%	$54,249.8
	Miscellaneous							
369.002	Miscellaneous Revenue	10,000.00	250.00	.00	250.00	9,750.00	2	15,400.(
	Miscellaneous Totals	$10,000.00	$250.00	$0.00	$250.00	$9,750.00	2%	$15,400.(
	Operating Transfers In							
394.002	Transfer from fund balance	620,366.00	.00	.00	.00	620,366.00	0	.(
	Operating Transfers In Totals	$620,366.00	$0.00	$0.00	$0.00	$620,366.00	0%	$0.(
	Sale of Assets							
391.001	Sale of Assets	500.00	.00	.00	.00	500.00	0	6,413.(
	Sale of Assets Totals	$500.00	$0.00	$0.00	$0.00	$500.00	0%	$6,413.(
	Department **00 - Revenue** Totals	$2,951,510.00	$215,552.98	$0.00	$215,552.98	$2,735,957.02	7%	$2,048,345.(
	REVENUE TOTALS	$2,951,510.00	$215,552.98	$0.00	$215,552.98	$2,735,957.02	7%	$2,048,345.(
EXPENSE								
	Department **15 - Water Distribution**							
	Personal Services							

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
400.101	Regular Pay	202,319.00	15,412.01	.00	15,412.01	186,906.99	8	184,628.8
401.103	Overtime	14,000.00	2,157.62	.00	2,157.62	11,842.38	15	14,024.0
401.105	On-call pay	5,200.00	400.00	.00	400.00	4,800.00	8	5,200.0
405.114	FICA	17,014.00	1,349.16	.00	1,349.16	15,664.84	8	14,621.2
406.116	Retirement	31,458.00	2,823.51	.00	2,823.51	28,634.49	9	29,264.0
408.125	SCMIT Worker's Comp Ins.	11,000.00	3,843.87	3,843.87	3,843.87	3,312.26	70	14,534.0
410.001	Health Claims Cost	27,075.00	1,303.46	.00	1,303.46	25,771.54	5	24,858.0
410.002	Health Claim Costs-Retire	13,501.00	1,164.50	.00	1,164.50	12,336.50	9	13,108.2
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	.0
	Personal Services Totals	$325,567.00	$28,454.13	$3,843.87	$28,454.13	$293,269.00	10%	$300,240.2
	Supplies							
500.101	Supplies and Materials	5,060.00	578.23	.00	578.23	4,481.77	11	4,134.3
500.102	Equipment	3,950.00	.00	1,815.76	.00	2,134.24	46	2,953.0
501.101	Uniforms and Clothing	5,150.00	148.40	.00	148.40	5,001.60	3	4,304.4
513.112	Asphalt/Concrete/Gravel	23,680.00	1,768.46	10,536.82	1,768.46	11,374.72	52	25,741.4
514.110	Water Dist System Supply	40,100.00	16.50	.00	16.50	40,083.50	0	40,803.1
515.121	Safety Supplies	300.00	.00	.00	.00	300.00	0	.0
523.136	Hydrant Replacement	8,400.00	.00	.00	.00	8,400.00	0	4,383.8
532.148	Small Hand Tools	550.00	.00	.00	.00	550.00	0	351.1
	Supplies Totals	$87,190.00	$2,511.59	$12,352.58	$2,511.59	$72,325.83	17%	$82,672.0
	Other Services & Charges							
515.129	Permit Fees Due To Others	900.00	.00	.00	.00	900.00	0	623.0
600.110	SCMIRF Property/Liab Ins	19,500.00	9,857.18	.00	9,857.18	9,642.82	51	19,301.1
610.112	Postage	900.00	75.68	.00	75.68	824.32	8	880.5
610.1110	Communications- Wireless	660.00	.00	.00	.00	660.00	0	619.5
620.114	Advertising	750.00	.00	.00	.00	750.00	0	.0

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
640.124	Travel Expense	966.00	.00	.00	.00	966.00	0	369.8
650.127	Electricity	6,990.00	608.92	.00	608.92	6,381.08	9	6,639.(
650.128	Water	15,264.00	1,548.07	.00	1,548.07	13,715.93	10	15,700.:
650.129	Wastewater	9,073.00	941.81	.00	941.81	8,131.19	10	9,682.9
650.130	Sanitation	692.00	55.96	.00	55.96	636.04	8	671.5
650.133	Stormwater	4,868.00	356.08	.00	356.08	4,511.92	7	4,688.:
650.1271	Electricity- Sales Tax	342.00	28.36	.00	28.36	313.64	8	313.:
660.133	Repairs & Maint. Services	17,500.00	.00	.00	.00	17,500.00	0	10,025.9
660.139	Fleet Services Labor-RTA Mtce Allocation	9,000.00	660.70	.00	660.70	8,339.30	7	5,055.(
660.145	Gasoline & Oil	7,954.00	.00	.00	.00	7,954.00	0	8,453.:
660.1391	Fleet Services -Departmental Expense Allocation	7,000.00	1,224.17	.00	1,224.17	5,775.83	17	8,361.:
670.156	Equipment Rental/Lease	560.00	.00	.00	.00	560.00	0	.(
685.180	Membership Dues and Fees	475.00	.00	.00	.00	475.00	0	110.(
685.182	Other Operating Expenses	1,500.00	885.09	.00	885.09	614.91	59	9,716.5
685.183	Depreciation	360,000.00	30,401.73	.00	30,401.73	329,598.27	8	339,945.:
685.186	Training	2,360.00	.00	.00	.00	2,360.00	0	1,735.(
686.187	Professional Services	3,320.00	.00	2,780.00	.00	540.00	84	2,509.(
686.189	Employee Medical	840.00	.00	.00	.00	840.00	0	137.(
686.191	Contract Services/Studies	2,400.00	.00	.00	.00	2,400.00	0	1,997.:
686.195	Repair/Maint Svc Contract	700.00	.00	.00	.00	700.00	0	20.5
686.199	Internal Engineering	17,000.00	2,035.92	.00	2,035.92	14,964.08	12	16,809.(
686.1895	Employee wellness services	2,400.00	.00	.00	.00	2,400.00	0	2,599.:
687.202	Utility Billing Services	8,000.00	2,041.20	1,040.09	2,041.20	4,918.71	39	5,504.8
687.204	Janitorial Services	2,000.00	49.17	540.84	49.17	1,409.99	30	.(
	Other Services & Charges Totals	$503,914.00	$50,770.04	$4,360.93	$50,770.04	$448,783.03	11%	$472,471.:
	Other Objects							

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
702.106	Interest- Bonds	129,405.00	10,906.30	.00	10,906.30	118,498.70	8	122,581.4
702.110	Bond Principal	385,150.00	11,456.06	.00	11,456.06	373,693.94	3	343,555.9
703.109	Agents Fee	8,000.00	.00	.00	.00	8,000.00	0	4,862.5
720.001	Provision for Bad Debts	8,000.00	666.67	.00	666.67	7,333.33	8	8,000.0
750.124	Transfers to General Fund	116,778.00	9,731.50	.00	9,731.50	107,046.50	8	112,750.0
795.995	GF Cost Distribution	89,600.00	7,466.67	.00	7,466.67	82,133.33	8	86,300.0
7999.9999	Principal Reclassified	(385,150.00)	(5,895.80)	.00	(5,895.80)	(379,254.20)	2	(277,408.9
	Other Objects Totals	$351,783.00	$34,331.40	$0.00	$34,331.40	$317,451.60	10%	$400,641.1
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	67,700.00	8,085.92	.00	8,085.92	59,614.08	12	64,969.1
	Inter-Dept. Allocations Totals	$67,700.00	$8,085.92	$0.00	$8,085.92	$59,614.08	12%	$64,969.1
	Capital Outlay							
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	+++	10,260.0
900.3500	Water Distribution	500,000.00	.00	.00	.00	500,000.00	0	2,450,876.2
9999.9999	Assets Reclassified	(500,000.00)	.00	.00	.00	(500,000.00)	0	(2,461,136.2
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.0
	Department **15 - Water Distribution** Totals	$1,336,154.00	$124,153.08	$20,557.38	$124,153.08	$1,191,443.54	11%	$1,320,994.5
	Department **16 - Filtration**							
	Personal Services							
400.101	Regular Pay	268,835.00	21,854.54	.00	21,854.54	246,980.46	8	240,976.2
401.103	Overtime	8,000.00	1,460.11	.00	1,460.11	6,539.89	18	8,413.9
401.105	On-call pay	7,020.00	533.36	.00	533.36	6,486.64	8	6,933.0
405.114	FICA	22,027.00	1,669.00	.00	1,669.00	20,358.00	8	18,190.1
406.116	Retirement	40,789.00	3,637.15	.00	3,637.15	37,151.85	9	36,870.4
408.125	SCMIT Worker's Comp Ins.	10,000.00	3,461.80	3,461.80	3,461.80	3,076.40	69	12,469.8
410.001	Health Claims Cost	36,751.00	3,819.24	.00	3,819.24	32,931.76	10	36,159.1

Budget Performance Report

Fiscal Year to Date 07/31/1[illegible]

Exclude Rollup Accoun[illegible]

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot[illegible]
410.002	Health Claim Costs-Retire	11,618.00	993.64	.00	993.64	10,624.36	9	11,279.[illegible]
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	.[illegible]
	Personal Services Totals	$410,040.00	$37,428.84	$3,461.80	$37,428.84	$369,149.36	10%	$371,293.[illegible]
	Supplies							
500.101	Supplies and Materials	4,175.00	483.61	.00	483.61	3,691.39	12	3,415.[illegible]
500.102	Equipment	11,100.00	.00	4,006.12	.00	7,093.88	36	5,328.[illegible]
501.101	Uniforms and Clothing	3,300.00	26.50	.00	26.50	3,273.50	1	2,009.[illegible]
512.108	Chemicals	279,920.00	12,296.17	137,703.83	12,296.17	129,920.00	54	357,251.[illegible]
512.109	Laboratory Supplies	15,577.00	1,853.84	8,000.00	1,853.84	5,723.16	63	15,957.[illegible]
515.121	Safety Supplies	1,900.00	.00	.00	.00	1,900.00	0	600.[illegible]
532.148	Small Hand Tools	490.00	220.30	.00	220.30	269.70	45	61.[illegible]
540.151	IP Raw Water Contract-Cty	22,960.00	.00	.00	.00	22,960.00	0	32,076.[illegible]
540.152	Raw Water Pump Maint.	26,000.00	5,189.03	.00	5,189.03	20,810.97	20	60,316.[illegible]
540.157	Treated Water Purchase	500.00	6.50	.00	6.50	493.50	1	78.[illegible]
540.1510	IP Raw Water Contract-Stl	11,808.00	.00	.00	.00	11,808.00	0	.[illegible]
	Supplies Totals	$377,730.00	$20,075.95	$149,709.95	$20,075.95	$207,944.10	45%	$477,094.[illegible]
	Other Services & Charges							
515.129	Permit Fees Due To Others	22,000.00	19,289.00	.00	19,289.00	2,711.00	88	20,639.[illegible]
600.110	SCMIRF Property/Liab Ins	15,000.00	7,681.35	.00	7,681.35	7,318.65	51	15,040.[illegible]
610.111	Communications- Landline	1,200.00	94.70	.00	94.70	1,105.30	8	1,105.[illegible]
610.112	Postage	1,000.00	.00	.00	.00	1,000.00	0	100.[illegible]
610.1110	Communications- Wireless	420.00	.00	.00	.00	420.00	0	576.[illegible]
620.114	Advertising	1,000.00	.00	.00	.00	1,000.00	0	941.[illegible]
640.124	Travel Expense	907.00	.00	.00	.00	907.00	0	117.[illegible]
650.127	Electricity	82,400.00	8,102.26	.00	8,102.26	74,297.74	10	79,374.[illegible]
650.130	Sanitation	929.00	75.20	.00	75.20	853.80	8	902.[illegible]

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Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
650.133	Stormwater	2,219.00	179.55	.00	179.55	2,039.45	8	2,154.
650.134	Security Lights	1,632.00	132.00	.00	132.00	1,500.00	8	1,584.
650.1271	Electricity- Sales Tax	120.00	9.95	.00	9.95	110.05	8	97.
660.133	Repairs & Maint. Services	34,000.00	.00	.00	.00	34,000.00	0	29,092.
660.139	Fleet Services Labor-RTA Mtce Allocation	5,000.00	86.89	.00	86.89	4,913.11	2	4,985.
660.145	Gasoline & Oil	1,796.00	.00	.00	.00	1,796.00	0	1,677.
660.1391	Fleet Services -Departmental Expense Allocation	2,000.00	315.14	.00	315.14	1,684.86	16	2,351.
662.140	Building Repairs	3,500.00	.00	.00	.00	3,500.00	0	4,897.
670.156	Equipment Rental/Lease	300.00	.00	.00	.00	300.00	0	.
685.180	Membership Dues and Fees	525.00	180.00	.00	180.00	345.00	34	390.
685.182	Other Operating Expenses	1,500.00	.00	.00	.00	1,500.00	0	26.
685.183	Depreciation	308,800.00	22,423.24	.00	22,423.24	286,376.76	7	270,659.
685.186	Training	1,960.00	100.00	.00	100.00	1,860.00	5	755.
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	30,715.
686.187	Professional Services	40,920.00	45.00	.00	45.00	40,875.00	0	21,949.
686.189	Employee Medical	220.00	.00	.00	.00	220.00	0	187.
686.195	Repair/Maint Svc Contract	1,800.00	474.75	.00	474.75	1,325.25	26	1,227.
686.199	Internal Engineering	16,000.00	2,035.92	.00	2,035.92	13,964.08	13	16,809.
686.1895	Employee wellness services	2,760.00	.00	.00	.00	2,760.00	0	3,023.
687.204	Janitorial Services	2,000.00	196.67	2,163.35	196.67	(360.02)	118	.
	Other Services & Charges Totals	$551,908.00	$61,421.62	$2,163.35	$61,421.62	$488,323.03	12%	$511,380.
	Other Objects							
750.124	Transfers to General Fund	104,060.00	8,671.67	.00	8,671.67	95,388.33	8	99,980.
795.995	GF Cost Distribution	79,840.00	6,653.33	.00	6,653.33	73,186.67	8	76,899.
	Other Objects Totals	$183,900.00	$15,325.00	$0.00	$15,325.00	$168,575.00	8%	$176,880.
	Inter-Dept. Allocations							

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
795.999	Allocation G&A Services	92,000.00	8,085.92	.00	8,085.92	83,914.08	9	64,969.
	Inter-Dept. Allocations Totals	$92,000.00	$8,085.92	$0.00	$8,085.92	$83,914.08	9%	$64,969.
	Capital Outlay							
900.3300	Water Filtration Plant	650,000.00	.00	.00	.00	650,000.00	0	220,812.0
900.4300	Other Equipment	175,000.00	.00	.00	.00	175,000.00	0	.
9999.9999	Assets Reclassified	(825,000.00)	.00	.00	.00	(825,000.00)	0	(220,812.0
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.
	Department **16 - Filtration** Totals	$1,615,578.00	$142,337.33	$155,335.10	$142,337.33	$1,317,905.57	18%	$1,601,618.
	Department **41 - General & Administrative**							
	Personal Services							
400.101	Regular Pay	113,744.00	9,984.62	.00	9,984.62	103,759.38	9	124,132.
401.103	Overtime	200.00	.00	.00	.00	200.00	0	83.
405.114	FICA	8,942.00	729.98	.00	729.98	8,212.02	8	9,018.
406.116	Retirement	16,537.00	1,545.80	.00	1,545.80	14,991.20	9	17,897.
408.125	SCMIT Worker's Comp Ins.	3,500.00	1,053.59	1,053.59	1,053.59	1,392.82	60	3,795.
410.001	Health Claims Cost	18,052.00	1,366.84	.00	1,366.84	16,685.16	8	17,328.
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	.
	Personal Services Totals	$165,975.00	$14,680.83	$1,053.59	$14,680.83	$150,240.58	9%	$172,255.
	Supplies							
500.101	Supplies and Materials	4,830.00	267.92	.00	267.92	4,562.08	6	3,739.
500.102	Equipment	200.00	36.03	.00	36.03	163.97	18	750.
500.103	Furniture	650.00	.00	.00	.00	650.00	0	518.
501.101	Uniforms and Clothing	1,350.00	.00	.00	.00	1,350.00	0	596.
	Supplies Totals	$7,030.00	$303.95	$0.00	$303.95	$6,726.05	4%	$5,605.
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	31,000.00	15,824.23	.00	15,824.23	15,175.77	51	30,985.

Georgetown SOUTH CAROLINA

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
610.111	Communications- Landline	4,800.00	410.35	.00	410.35	4,389.65	9	4,085.9
610.112	Postage	500.00	.00	.00	.00	500.00	0	7.1
610.1110	Communications- Wireless	2,400.00	.00	.00	.00	2,400.00	0	843.0
620.114	Advertising	500.00	.00	.00	.00	500.00	0	.0
640.124	Travel Expense	445.00	.00	.00	.00	445.00	0	26.0
650.127	Electricity	2,612.00	257.76	.00	257.76	2,354.24	10	2,412.4
650.128	Water	462.00	17.86	.00	17.86	444.14	4	399.1
650.129	Wastewater	270.00	25.36	.00	25.36	244.64	9	265.1
650.130	Sanitation	486.00	39.33	.00	39.33	446.67	8	471.9
650.133	Stormwater	2,051.00	165.94	.00	165.94	1,885.06	8	1,991.1
650.134	Security Lights	655.00	53.00	.00	53.00	602.00	8	636.0
650.1271	Electricity- Sales Tax	125.00	12.28	.00	12.28	112.72	10	110.0
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	423.9
660.139	Fleet Services Labor-RTA Mtce Allocation	2,000.00	30.54	.00	30.54	1,969.46	2	1,213.0
660.145	Gasoline & Oil	3,234.00	.00	.00	.00	3,234.00	0	3,392.5
660.1391	Fleet Services -Departmental Expense Allocation	2,500.00	256.89	.00	256.89	2,243.11	10	3,059.0
670.156	Equipment Rental/Lease	3,080.00	358.28	.00	358.28	2,721.72	12	2,433.8
685.180	Membership Dues and Fees	1,450.00	371.00	.00	371.00	1,079.00	26	1,215.0
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	73.1
685.183	Depreciation	3,500.00	462.71	.00	462.71	3,037.29	13	5,290.1
685.186	Training	1,410.00	.00	.00	.00	1,410.00	0	500.0
686.187	Professional Services	1,425.00	.00	.00	.00	1,425.00	0	1,306.4
686.189	Employee Medical	60.00	.00	.00	.00	60.00	0	.0
686.195	Repair/Maint Svc Contract	1,720.00	129.24	.00	129.24	1,590.76	8	1,108.5
686.1895	Employee wellness services	1,800.00	.00	.00	.00	1,800.00	0	1,176.1
687.204	Janitorial Services	.00	196.67	2,163.35	196.67	(2,360.02)	+++	.0

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Account

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	Other Services & Charges Totals	$69,985.00	$18,611.44	$2,163.35	$18,611.44	$49,210.21	30%	$63,427.9
	Other Objects							
795.001	IT Internal Allocations	120,250.00	8,149.84	.00	8,149.84	112,100.16	7	94,211.5
	Other Objects Totals	$120,250.00	$8,149.84	$0.00	$8,149.84	$112,100.16	7%	$94,211.5
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	(366,064.00)	(40,429.61)	.00	(40,429.61)	(325,634.39)	11	(324,848.7
	Inter-Dept. Allocations Totals	($366,064.00)	($40,429.61)	$0.00	($40,429.61)	($325,634.39)	11%	($324,848.7
	Capital Outlay							
900.3000	Buildings & Improvements	26,000.00	.00	.00	.00	26,000.00	0	15,727.0
9999.9999	Assets Reclassified	(26,000.00)	.00	.00	.00	(26,000.00)	0	(15,727.0
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.0
	Department **41 - General & Administrative** Totals	($2,824.00)	$1,316.45	$3,216.94	$1,316.45	($7,357.39)	-161%	$10,651.5
	Department **42 - Engineering Services**							
	Personal Services							
400.101	Regular Pay	135,797.00	12,780.54	.00	12,780.54	123,016.46	9	129,561.0
405.114	FICA	10,388.00	921.86	.00	921.86	9,466.14	9	9,186.1
406.116	Retirement	19,233.00	1,980.88	.00	1,980.88	17,252.12	10	18,679.1
408.125	SCMIT Worker's Comp Ins.	2,000.00	.00	.00	.00	2,000.00	0	.0
410.001	Health Claims Cost	18,101.00	1,589.50	.00	1,589.50	16,511.50	9	17,573.1
	Personal Services Totals	$185,519.00	$17,272.78	$0.00	$17,272.78	$168,246.22	9%	$175,000.0
	Supplies							
500.101	Supplies and Materials	550.00	.00	.00	.00	550.00	0	497.1
500.105	Printing and Binding	100.00	.00	.00	.00	100.00	0	.0
501.101	Uniforms and Clothing	1,000.00	212.51	.00	212.51	787.49	21	644.1
515.121	Safety Supplies	200.00	.00	.00	.00	200.00	0	203.4
	Supplies Totals	$1,850.00	$212.51	$0.00	$212.51	$1,637.49	11%	$1,344.9

Budget Performance Report

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Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Other Services & Charges							
610.112	Postage	100.00	.00	.00	.00	100.00	0	43.(
610.1110	Communications- Wireless	1,200.00	.00	.00	.00	1,200.00	0	1,239.(
640.124	Travel Expense	1,512.00	175.48	.00	175.48	1,336.52	12	1,834.!
685.180	Membership Dues and Fees	325.00	.00	.00	.00	325.00	0	299.(
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	+++	25.(
685.184	Continuing Education	1,400.00	.00	.00	.00	1,400.00	0	1,000.(
685.186	Training	1,500.00	.00	.00	.00	1,500.00	0	1,650.(
686.187	Professional Services	5,700.00	2,698.39	.00	2,698.39	3,001.61	47	69.(
686.1895	Employee wellness services	1,200.00	.00	.00	.00	1,200.00	0	1,007.8
	Other Services & Charges Totals	$12,937.00	$2,873.87	$0.00	$2,873.87	$10,063.13	22%	$7,167.8
	Other Objects							
735.122	Services Billed	(197,704.00)	(20,359.16)	.00	(20,359.16)	(177,344.84)	10	(168,090.5
	Other Objects Totals	($197,704.00)	($20,359.16)	$0.00	($20,359.16)	($177,344.84)	10%	($168,090.5
	Capital Outlay							
900.4100	Vehicles	32,000.00	.00	.00	.00	32,000.00	0	.(
9999.9999	Assets Reclassified	(32,000.00)	.00	.00	.00	(32,000.00)	0	.(
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.(
	Department **42 - Engineering Services** Totals	$2,602.00	$0.00	$0.00	$0.00	$2,602.00	0%	$15,422.!
	EXPENSE TOTALS	$2,951,510.00	$267,806.86	$179,109.42	$267,806.86	$2,504,593.72	15%	$2,948,687.:
	Fund **0031 - Water Utility Fund** Totals							
	REVENUE TOTALS	2,951,510.00	215,552.98	.00	215,552.98	2,735,957.02	7%	2,048,345.(
	EXPENSE TOTALS	2,951,510.00	267,806.86	179,109.42	267,806.86	2,504,593.72	15%	2,948,687.:
	Fund **0031 - Water Utility Fund** Totals	$0.00	($52,253.88)	($179,109.42)	($52,253.88)	$231,363.30		($900,341.6
Fund **0032 - Wastewater Fund**								

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
REVENUE								
Department **00 - Revenue**								
Operating Revenues								
301.000	Sale Of Utilities	2,621,543.00	227,010.14	.00	227,010.14	2,394,532.86	9	2,492,728.:
301.002	New Turn Ons	3,300.00	300.00	.00	300.00	3,000.00	9	3,240.(
301.003	Transfers	6,500.00	.00	.00	.00	6,500.00	0	.(
301.009	New Service Taps	5,000.00	2,700.00	.00	2,700.00	2,300.00	54	10,750.(
301.014	Fixed Charges - Andrews	120,000.00	10,119.80	.00	10,119.80	109,880.20	8	121,437.(
301.015	Fixed Charges - GCWSD	225,000.00	19,241.87	.00	19,241.87	205,758.13	9	230,902.4
301.016	Fixed Charges - COG	300,000.00	27,651.27	.00	27,651.27	272,348.73	9	331,815.2
301.017	Volume Charges - Andrews	280,000.00	11,718.33	.00	11,718.33	268,281.67	4	215,528.(
301.018	Volume Charges - GCWSD	350,000.00	25,389.36	.00	25,389.36	324,610.64	7	341,301.:
301.019	Volume Charges - COG	1,025,000.00	72,003.56	.00	72,003.56	952,996.44	7	1,134,571.8
301.026	Fixed- Elim Georgetown	(300,000.00)	(27,651.27)	.00	(27,651.27)	(272,348.73)	9	(331,815.2
301.029	Volume-Elim-Georgetown	(1,025,000.00)	(72,003.56)	.00	(72,003.56)	(952,996.44)	7	(1,134,571.8
302.001	Penalties	35,000.00	2,282.64	.00	2,282.64	32,717.36	7	34,594.:
303.006	Septic Tank Dumping	60,000.00	3,820.00	.00	3,820.00	56,180.00	6	81,620.(
	Operating Revenues Totals	$3,706,343.00	$302,582.14	$0.00	$302,582.14	$3,403,760.86	8%	$3,532,103.(
Impact Fees								
324.017	Wastewater Impact Fee	7,000.00	5,090.00	.00	5,090.00	1,910.00	73	8,500.(
	Impact Fees Totals	$7,000.00	$5,090.00	$0.00	$5,090.00	$1,910.00	73%	$8,500.(
Investment Earnings								
306.001	Investment Earnings	8,000.00	.00	.00	.00	8,000.00	0	10,438.:
	Investment Earnings Totals	$8,000.00	$0.00	$0.00	$0.00	$8,000.00	0%	$10,438.:
Miscellaneous								
369.002	Miscellaneous Revenue	7,000.00	.00	.00	.00	7,000.00	0	9,569.(

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
369.003	Insurance Proceeds	.00	.00	.00	.00	.00	+++	26,784.(
	Miscellaneous Totals	$7,000.00	$0.00	$0.00	$0.00	$7,000.00	0%	$36,353.:
	Operating Transfers In							
394.002	Transfer from fund balance	(28,836.00)	.00	.00	.00	(28,836.00)	0	.(
	Operating Transfers In Totals	($28,836.00)	$0.00	$0.00	$0.00	($28,836.00)	0%	$0.(
	Sale of Assets							
391.001	Sale of Assets	500.00	.00	.00	.00	500.00	0	3,383.(
	Sale of Assets Totals	$500.00	$0.00	$0.00	$0.00	$500.00	0%	$3,383.(
	Department **00 - Revenue** Totals	$3,700,007.00	$307,672.14	$0.00	$307,672.14	$3,392,334.86	8%	$3,590,778.4
	REVENUE TOTALS	$3,700,007.00	$307,672.14	$0.00	$307,672.14	$3,392,334.86	8%	$3,590,778.4
	EXPENSE							
	Department **18 - Wastewater Collections**							
	Personal Services							
400.101	Regular Pay	204,322.00	15,507.85	.00	15,507.85	188,814.15	8	195,474.:
401.103	Overtime	4,000.00	58.53	.00	58.53	3,941.47	1	3,602.9
401.105	On-call pay	4,420.00	233.32	.00	233.32	4,186.68	5	4,333.:
405.114	FICA	16,238.00	1,102.66	.00	1,102.66	15,135.34	7	13,929.:
406.116	Retirement	29,962.00	2,455.84	.00	2,455.84	27,506.16	8	29,265.(
408.125	SCMIT Worker's Comp Ins.	18,000.00	6,414.17	6,414.17	6,414.17	5,171.66	71	23,104.(
410.001	Health Claims Cost	55,608.00	4,142.86	.00	4,142.86	51,465.14	7	52,856.:
410.002	Health Claim Costs-Retire	.00	(300.38)	.00	(300.38)	300.38	+++	(594.7
410.003	OPEB cost	3,000.00	.00	.00	.00	3,000.00	0	.(
	Personal Services Totals	$335,550.00	$29,614.85	$6,414.17	$29,614.85	$299,520.98	11%	$321,972.:
	Supplies							
500.101	Supplies and Materials	6,600.00	714.38	.00	714.38	5,885.62	11	5,303.(
500.102	Equipment	11,750.00	699.06	.00	699.06	11,050.94	6	9,253.:

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
500.103	Furniture	.00	.00	.00	.00	.00	+++	201.(
501.101	Uniforms and Clothing	8,420.00	581.15	.00	581.15	7,838.85	7	5,015.:
512.108	Chemicals	6,200.00	.00	.00	.00	6,200.00	0	4,540.(
513.112	Asphalt/Concrete/Gravel	21,800.00	1,219.32	8,780.68	1,219.32	11,800.00	46	21,827.!
514.111	WW Collection Syst Supply	7,900.00	36.52	.00	36.52	7,863.48	0	5,217.:
515.121	Safety Supplies	900.00	.00	.00	.00	900.00	0	603.!
532.148	Small Hand Tools	510.00	.00	.00	.00	510.00	0	842.!
532.1481	Small Hand Tools - Maintenance	550.00	.00	.00	.00	550.00	0	95.:
	Supplies Totals	$64,630.00	$3,250.43	$8,780.68	$3,250.43	$52,598.89	19%	$52,901.:
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	34,000.00	16,879.18	.00	16,879.18	17,120.82	50	33,050.!
610.112	Postage	1,100.00	68.52	.00	68.52	1,031.48	6	760.:
610.1110	Communications- Wireless	2,220.00	.00	.00	.00	2,220.00	0	2,083.:
620.114	Advertising	1,000.00	.00	.00	.00	1,000.00	0	232.(
640.124	Travel Expense	770.00	.00	.00	.00	770.00	0	121.!
650.127	Electricity	98,163.00	6,675.04	.00	6,675.04	91,487.96	7	82,970..
650.133	Stormwater	9,900.00	800.95	.00	800.95	9,099.05	8	9,611..
650.134	Security Lights	1,496.00	121.00	.00	121.00	1,375.00	8	1,452.(
650.1271	Electricity- Sales Tax	2,811.00	205.99	.00	205.99	2,605.01	7	2,488.!
660.133	Repairs & Maint. Services	47,000.00	684.56	25,000.00	684.56	21,315.44	55	84,067.!
660.139	Fleet Services Labor-RTA Mtce Allocation	25,000.00	1,219.83	.00	1,219.83	23,780.17	5	32,433.:
660.145	Gasoline & Oil	13,943.00	.00	.00	.00	13,943.00	0	17,274.:
660.1391	Fleet Services -Departmental Expense Allocation	20,000.00	2,846.78	.00	2,846.78	17,153.22	14	29,538.!
670.156	Equipment Rental/Lease	6,000.00	.00	.00	.00	6,000.00	0	5,952.:
685.180	Membership Dues and Fees	685.00	.00	.00	.00	685.00	0	195.(
685.182	Other Operating Expenses	1,500.00	737.58	.00	737.58	762.42	49	8,263.:

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
685.183	Depreciation	280,000.00	20,812.56	.00	20,812.56	259,187.44	7	251,672.8
685.186	Training	1,400.00	.00	.00	.00	1,400.00	0	(500.0
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	3,645.1
686.187	Professional Services	7,040.00	635.78	2,777.50	635.78	3,626.72	48	2,838.1
686.189	Employee Medical	840.00	.00	.00	.00	840.00	0	255.0
686.191	Contract Services/Studies	2,040.00	.00	.00	.00	2,040.00	0	1,997.1
686.195	Repair/Maint Svc Contract	15,000.00	(14,094.71)	15,000.00	(14,094.71)	14,094.71	6	30,007.1
686.199	Internal Engineering	18,000.00	2,035.92	.00	2,035.92	15,964.08	11	16,809.0
686.1895	Employee wellness services	4,560.00	.00	.00	.00	4,560.00	0	3,606.9
687.202	Utility Billing Services	7,500.00	1,848.10	941.69	1,848.10	4,710.21	37	4,984.1
687.204	Janitorial Services	2,000.00	49.17	540.84	49.17	1,409.99	30	.0
	Other Services & Charges Totals	$603,968.00	$41,526.25	$44,260.03	$41,526.25	$518,181.72	14%	$625,812.1
	Other Objects							
702.106	Interest- Bonds	6,251.00	3,818.30	.00	3,818.30	2,432.70	61	6,627.2
702.110	Bond Principal	20,090.00	10,385.01	.00	10,385.01	9,704.99	52	19,711.1
703.1001	Agent Fees	2,000.00	.00	.00	.00	2,000.00	0	2,000.0
720.001	Provision for Bad Debts	7,500.00	625.00	.00	625.00	6,875.00	8	7,500.0
750.124	Transfers to General Fund	172,117.00	14,343.08	.00	14,343.08	157,773.92	8	165,069.9
795.995	GF Cost Distribution	83,160.00	6,930.00	.00	6,930.00	76,230.00	8	80,100.0
7999.9999	Principal Reclassified	(20,090.00)	(8,725.45)	.00	(8,725.45)	(11,364.55)	43	.0
	Other Objects Totals	$271,028.00	$27,375.94	$0.00	$27,375.94	$243,652.06	10%	$281,009.0
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	84,100.00	10,107.40	.00	10,107.40	73,992.60	12	81,212.2
	Inter-Dept. Allocations Totals	$84,100.00	$10,107.40	$0.00	$10,107.40	$73,992.60	12%	$81,212.2
	Capital Outlay							
900.911	Sewer Improvement Projects	.00	28,796.40	322,028.60	28,796.40	(350,825.00)	+++	1,427,006.0

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
900.3700	Wastewater Collection Sys	10,000.00	.00	.00	.00	10,000.00	0	171,234.(
9999.9999	Assets Reclassified	(10,000.00)	.00	.00	.00	(10,000.00)	0	(1,438,472.2
	Capital Outlay Totals	$0.00	$28,796.40	$322,028.60	$28,796.40	($350,825.00)	+++	$159,768.4
	Department **18 - Wastewater Collections** Totals	$1,359,276.00	$140,671.27	$381,483.48	$140,671.27	$837,121.25	38%	$1,522,675.2
	Department **34 - Regional Wastewater Plant**							
	Personal Services							
400.101	Regular Pay	281,085.00	24,405.94	.00	24,405.94	256,679.06	9	268,563.8
401.103	Overtime	12,000.00	983.89	.00	983.89	11,016.11	8	11,759.2
401.105	On-call pay	7,020.00	533.32	.00	533.32	6,486.68	8	6,933.1
405.114	FICA	23,445.00	1,816.94	.00	1,816.94	21,628.06	8	19,949.1
406.116	Retirement	43,277.00	4,016.10	.00	4,016.10	39,260.90	9	41,287.3
408.125	SCMIT Worker's Comp Ins.	.00	1,389.35	1,389.35	1,389.35	(2,778.70)	+++	6,130.1
410.001	Health Claims Cost	65,461.00	6,073.24	.00	6,073.24	59,387.76	9	63,128.(
	Personal Services Totals	$432,288.00	$39,218.78	$1,389.35	$39,218.78	$391,679.87	9%	$417,752.(
	Supplies							
500.101	Supplies and Materials	5,550.00	.00	.00	.00	5,550.00	0	5,990.4
500.102	Equipment	12,550.00	449.41	4,006.12	449.41	8,094.47	36	6,472.3
501.101	Uniforms and Clothing	4,250.00	.00	.00	.00	4,250.00	0	2,494.1
512.108	Chemicals	128,400.00	13,455.64	111,544.36	13,455.64	3,400.00	97	122,219.1
512.109	Laboratory Supplies	20,570.00	170.05	8,000.00	170.05	12,399.95	40	19,157.2
515.121	Safety Supplies	1,500.00	.00	.00	.00	1,500.00	0	332.(
532.148	Small Hand Tools	510.00	.00	.00	.00	510.00	0	145.8
	Supplies Totals	$173,330.00	$14,075.10	$123,550.48	$14,075.10	$35,704.42	79%	$156,812.4
	Other Services & Charges							
515.129	Permit Fees Due To Others	8,200.00	5,363.98	(5,148.98)	5,363.98	7,985.00	3	7,830.(
600.110	SCMIRF Property/Liab Ins	13,900.00	7,087.94	.00	7,087.94	6,812.06	51	13,878.1

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
610.111	Communications- Landline	2,400.00	298.30	.00	298.30	2,101.70	12	1,807.
610.112	Postage	500.00	.00	.00	.00	500.00	0	19.
610.1110	Communications- Wireless	780.00	.00	.00	.00	780.00	0	691.
620.114	Advertising	500.00	.00	.00	.00	500.00	0	101.
640.124	Travel Expense	1,510.00	.00	.00	.00	1,510.00	0	107.
650.127	Electricity	336,820.00	31,210.33	.00	31,210.33	305,609.67	9	338,722.
650.128	Water	1,275.00	346.23	.00	346.23	928.77	27	1,555.
650.130	Sanitation	3,240.00	.00	.00	.00	3,240.00	0	3,145.
650.133	Stormwater	2,600.00	210.53	.00	210.53	2,389.47	8	2,526.
650.134	Security Lights	4,290.00	347.00	.00	347.00	3,943.00	8	4,164.
650.1271	Electricity- Sales Tax	15,665.00	1,302.94	.00	1,302.94	14,362.06	8	14,878.
660.133	Repairs & Maint. Services	90,250.00	4,698.52	35,850.44	4,698.52	49,701.04	45	58,759.
660.139	Fleet Services Labor-RTA Mtce Allocation	4,000.00	150.41	.00	150.41	3,849.59	4	2,388.
660.145	Gasoline & Oil	3,054.00	.00	.00	.00	3,054.00	0	2,951.
660.1391	Fleet Services -Departmental Expense Allocation	2,000.00	271.88	.00	271.88	1,728.12	14	1,938.
670.156	Equipment Rental/Lease	1,200.00	.00	.00	.00	1,200.00	0	300.
685.180	Membership Dues and Fees	435.00	.00	.00	.00	435.00	0	460.
685.182	Other Operating Expenses	1,000.00	.00	.00	.00	1,000.00	0	106.
685.183	Depreciation	700.00	184.83	.00	184.83	515.17	26	1,146.
685.186	Training	10,850.00	210.00	.00	210.00	10,640.00	2	4,179.
685.190	Landfill Fees	48,000.00	2,923.03	.00	2,923.03	45,076.97	6	32,107.
686.187	Professional Services	57,080.00	.00	.00	.00	57,080.00	0	34,228.
686.189	Employee Medical	880.00	.00	.00	.00	880.00	0	291.
686.195	Repair/Maint Svc Contract	2,220.00	890.65	.00	890.65	1,329.35	40	1,651.
686.199	Internal Engineering	36,000.00	4,071.83	.00	4,071.83	31,928.17	11	33,618.
686.1895	Employee wellness services	3,240.00	.00	.00	.00	3,240.00	0	2,533.

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
687.204	Janitorial Services	2,000.00	196.67	2,163.35	196.67	(360.02)	118	.(
	Other Services & Charges Totals	$654,589.00	$59,765.07	$32,864.81	$59,765.07	$561,959.12	14%	$566,090.:
	Other Objects							
702.106	Interest- Bonds	196,085.00	16,406.80	.00	16,406.80	179,678.20	8	205,504.!
702.110	Bond Principal	553,440.00	.00	.00	.00	553,440.00	0	543,754.8
703.109	Agents Fee	5,800.00	.00	.00	.00	5,800.00	0	2,862.!
750.124	Transfers to General Fund	114,309.00	9,525.74	.00	9,525.74	104,783.26	8	110,049.!
795.995	GF Cost Distribution	55,230.00	4,602.50	.00	4,602.50	50,627.50	8	53,199.!
7999.9999	Principal Reclassified	(553,440.00)	.00	.00	.00	(553,440.00)	0	(543,754.8
	Other Objects Totals	$371,424.00	$30,535.04	$0.00	$30,535.04	$340,888.96	8%	$371,617.:
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	84,100.00	10,107.40	.00	10,107.40	73,992.60	12	81,212.:
	Inter-Dept. Allocations Totals	$84,100.00	$10,107.40	$0.00	$10,107.40	$73,992.60	12%	$81,212.:
	Capital Outlay							
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	+++	4,239.(
900.3900	Wastewater Treatment Plnt	.00	(153,685.82)	153,685.82	(153,685.82)	.00	+++	801,975.:
900.4300	Other Equipment	13,000.00	.00	.00	.00	13,000.00	0	14,585.:
9999.9999	Assets Reclassified	(13,000.00)	.00	.00	.00	(13,000.00)	0	(667,141.1
	Capital Outlay Totals	$0.00	($153,685.82)	$153,685.82	($153,685.82)	$0.00	+++	$153,658.8
	Sub Department **17 - Wastewater Treatment**							
	Personal Services							
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	.(
	Personal Services Totals	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	$0.(
	Other Services & Charges							
685.183	Depreciation	620,000.00	46,397.65	.00	46,397.65	573,602.35	7	591,703.8
	Other Services & Charges Totals	$620,000.00	$46,397.65	$0.00	$46,397.65	$573,602.35	7%	$591,703.8

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Sub Department **17 - Wastewater Treatment** Totals	$625,000.00	$46,397.65	$0.00	$46,397.65	$578,602.35	7%	$591,703.8
	Department **34 - Regional Wastewater Plant** Totals	$2,340,731.00	$46,413.22	$311,490.46	$46,413.22	$1,982,827.32	15%	$2,338,847.0
	EXPENSE TOTALS	$3,700,007.00	$187,084.49	$692,973.94	$187,084.49	$2,819,948.57	24%	$3,861,522.2
	Fund **0032 - Wastewater Fund** Totals							
	REVENUE TOTALS	3,700,007.00	307,672.14	.00	307,672.14	3,392,334.86	8%	3,590,778.4
	EXPENSE TOTALS	3,700,007.00	187,084.49	692,973.94	187,084.49	2,819,948.57	24%	3,861,522.2
	Fund **0032 - Wastewater Fund** Totals	$0.00	$120,587.65	($692,973.94)	$120,587.65	$572,386.29		($270,743.7
Fund **0033 - Stormwater Utility Fund**								
REVENUE								
Department **00 - Revenue**								
Operating Revenues								
301.000	Sale Of Utilities	850,000.00	71,744.84	.00	71,744.84	778,255.16	8	867,606.5
302.001	Penalties	7,500.00	712.27	.00	712.27	6,787.73	9	9,480.4
	Operating Revenues Totals	$857,500.00	$72,457.11	$0.00	$72,457.11	$785,042.89	8%	$877,087.0
State Grants								
332.000	State Grants	.00	.00	.00	.00	.00	+++	159,365.0
	State Grants Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$159,365.0
Investment Earnings								
361.001	Investment Earnings	5,000.00	.00	.00	.00	5,000.00	0	381.0
	Investment Earnings Totals	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	$381.0
Miscellaneous								
369.002	Miscellaneous Revenue	1,000.00	.00	.00	.00	1,000.00	0	4,647.5
	Miscellaneous Totals	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	0%	$4,647.5
Capital Contributions								
371.002	Capital Contrib-Grants	.00	.00	.00	.00	.00	+++	300,427.0

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Capital Contributions Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$300,427.(
	Operating Transfers In							
394.002	Transfer from fund balance	349,821.00	.00	.00	.00	349,821.00	0	.(
	Operating Transfers In Totals	$349,821.00	$0.00	$0.00	$0.00	$349,821.00	0%	$0.(
	Department **00 - Revenue** Totals	$1,213,321.00	$72,457.11	$0.00	$72,457.11	$1,140,863.89	6%	$1,341,908.:
	REVENUE TOTALS	$1,213,321.00	$72,457.11	$0.00	$72,457.11	$1,140,863.89	6%	$1,341,908.:
EXPENSE								
	Department **40 - Storm Water Utlity Exp.**							
	Personal Services							
400.101	Regular Pay	193,799.00	17,846.30	.00	17,846.30	175,952.70	9	183,586.8
401.103	Overtime	4,500.00	.00	.00	.00	4,500.00	0	3,281.:
401.105	On-call pay	2,600.00	300.00	.00	300.00	2,300.00	12	2,600.(
405.114	FICA	15,369.00	1,266.46	.00	1,266.46	14,102.54	8	12,898.(
406.116	Retirement	28,415.00	2,811.87	.00	2,811.87	25,603.13	10	27,285.(
408.125	SCMIT Worker's Comp Ins.	12,000.00	4,388.03	4,388.03	4,388.03	3,223.94	73	16,166.9
410.001	Health Claims Cost	51,728.00	4,543.58	.00	4,543.58	47,184.42	9	50,221.:
410.002	Health Claim Costs-Retire	21,026.00	864.12	.00	864.12	20,161.88	4	15,854.9
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	.(
	Personal Services Totals	$333,437.00	$32,020.36	$4,388.03	$32,020.36	$297,028.61	11%	$311,894.8
	Supplies							
500.101	Supplies and Materials	2,310.00	88.29	.00	88.29	2,221.71	4	1,195.:
500.102	Equipment	5,600.00	.00	.00	.00	5,600.00	0	1,543.:
501.101	Uniforms and Clothing	5,100.00	184.56	.00	184.56	4,915.44	4	3,674.:
513.112	Asphalt/Concrete/Gravel	7,460.00	714.75	2,634.20	714.75	4,111.05	45	7,746.:
514.112	SW Collection Syst Supply	5,400.00	.00	.00	.00	5,400.00	0	5,122.5
515.121	Safety Supplies	900.00	.00	.00	.00	900.00	0	238.5

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
532.148	Small Hand Tools	180.00	.00	.00	.00	180.00	0	.(
	Supplies Totals	$26,950.00	$987.60	$2,634.20	$987.60	$23,328.20	13%	$19,520.:
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	5,400.00	2,736.27	.00	2,736.27	2,663.73	51	5,357.8
610.111	Communications- Landline	1,500.00	215.98	.00	215.98	1,284.02	14	1,289.:
610.112	Postage	500.00	23.63	.00	23.63	476.37	5	256.:
610.1110	Communications- Wireless	720.00	.00	.00	.00	720.00	0	619.:
620.114	Advertising	600.00	.00	.00	.00	600.00	0	.(
640.124	Travel Expense	236.00	.00	.00	.00	236.00	0	.(
650.127	Electricity	2,366.00	204.62	.00	204.62	2,161.38	9	2,159.:
650.128	Water	500.00	20.42	.00	20.42	479.58	4	315.:
650.129	Wastewater	213.00	.00	.00	.00	213.00	0	120.8
650.133	Stormwater	16,975.00	1,373.40	.00	1,373.40	15,601.60	8	16,480.8
650.134	Security Lights	990.00	80.00	.00	80.00	910.00	8	960.(
650.1271	Electricity- Sales Tax	25.00	1.79	.00	1.79	23.21	7	18.9
660.133	Repairs & Maint. Services	12,250.00	.00	.00	.00	12,250.00	0	133,787.:
660.139	Fleet Services Labor-RTA Mtce Allocation	25,000.00	1,948.56	.00	1,948.56	23,051.44	8	18,382.:
660.145	Gasoline & Oil	19,240.00	.00	.00	.00	19,240.00	0	21,563.:
660.1391	Fleet Services -Departmental Expense Allocation	22,000.00	2,939.91	.00	2,939.91	19,060.09	13	28,532.(
670.156	Equipment Rental/Lease	350.00	.00	.00	.00	350.00	0	.(
685.180	Membership Dues and Fees	230.00	.00	.00	.00	230.00	0	25.(
685.182	Other Operating Expenses	1,500.00	245.86	.00	245.86	1,254.14	16	2,690.:
685.183	Depreciation	455,000.00	42,497.95	.00	42,497.95	412,502.05	9	414,567.:
685.186	Training	150.00	.00	.00	.00	150.00	0	.(
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	+++	6,955.:
686.187	Professional Services	3,610.00	.00	2,777.50	.00	832.50	77	227,600.:

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
686.189	Employee Medical	780.00	.00	.00	.00	780.00	0	212.(
686.195	Repair/Maint Svc Contract	2,500.00	.00	.00	.00	2,500.00	0	933.8
686.199	Internal Engineering	33,100.00	4,071.83	.00	4,071.83	29,028.17	12	33,618.1
686.1895	Employee wellness services	2,880.00	.00	.00	.00	2,880.00	0	2,580.1
687.202	Utility Billing Services	2,700.00	637.28	324.72	637.28	1,738.00	36	1,718.1
687.204	Janitorial Services	2,000.00	49.17	540.84	49.17	1,409.99	30	.(
	Other Services & Charges Totals	$613,315.00	$57,046.67	$3,643.06	$57,046.67	$552,625.27	10%	$920,744.5
	Other Objects							
720.001	Provision for Bad Debts	1,550.00	129.17	.00	129.17	1,420.83	8	1,550.(
750.124	Transfers to General Fund	156,889.00	13,074.08	.00	13,074.08	143,814.92	8	133,160.(
795.995	GF Cost Distribution	49,830.00	4,152.50	.00	4,152.50	45,677.50	8	48,000.(
	Other Objects Totals	$208,269.00	$17,355.75	$0.00	$17,355.75	$190,913.25	8%	$182,710.(
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	31,350.00	4,042.97	.00	4,042.97	27,307.03	13	32,484.8
	Inter-Dept. Allocations Totals	$31,350.00	$4,042.97	$0.00	$4,042.97	$27,307.03	13%	$32,484.8
	Capital Outlay							
900.1000	Infrastructure Improvemts	250,000.00	.00	.00	.00	250,000.00	0	925,861.9
900.4300	Other Equipment	275,000.00	.00	.00	.00	275,000.00	0	.(
950.962	Drainage Improvements	20,000.00	.00	.00	.00	20,000.00	0	218,029.8
9999.9999	Assets Reclassified	(545,000.00)	.00	.00	.00	(545,000.00)	0	(1,143,891.7
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.(
	Department **40 - Storm Water Utlity Exp.** Totals	$1,213,321.00	$111,453.35	$10,665.29	$111,453.35	$1,091,202.36	10%	$1,467,355.1
	EXPENSE TOTALS	$1,213,321.00	$111,453.35	$10,665.29	$111,453.35	$1,091,202.36	10%	$1,467,355.1
	Fund **0033 - Stormwater Utility Fund** Totals							
	REVENUE TOTALS	1,213,321.00	72,457.11	.00	72,457.11	1,140,863.89	6%	1,341,908.1

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	EXPENSE TOTALS	1,213,321.00	111,453.35	10,665.29	111,453.35	1,091,202.36	10%	1,467,355.:
	Fund **0033 - Stormwater Utility Fund** Totals	$0.00	($38,996.24)	($10,665.29)	($38,996.24)	$49,661.53		($125,446.8
Fund **0035 - Waste Management Fund**								
REVENUE								
Department **00 - Revenue**								
Charges for Services								
344.001	Refuse Col Chge-Resident	780,000.00	64,392.79	.00	64,392.79	715,607.21	8	773,846.(
344.002	Refuse Col Chge-Comm	130,000.00	11,973.55	.00	11,973.55	118,026.45	9	137,652.8
344.003	Sanitation Fee Penalties	15,000.00	1,328.13	.00	1,328.13	13,671.87	9	15,685.:
	Charges for Services Totals	$925,000.00	$77,694.47	$0.00	$77,694.47	$847,305.53	8%	$927,184.!
Miscellaneous								
369.002	Miscellaneous Revenue	2,500.00	.00	.00	.00	2,500.00	0	5,707.:
	Miscellaneous Totals	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	0%	$5,707.:
Sale of Assets								
391.001	Sale of Assets	1,467.00	.00	.00	.00	1,467.00	0	12,675.(
	Sale of Assets Totals	$1,467.00	$0.00	$0.00	$0.00	$1,467.00	0%	$12,675.(
	Department **00 - Revenue** Totals	$928,967.00	$77,694.47	$0.00	$77,694.47	$851,272.53	8%	$945,566.8
	REVENUE TOTALS	$928,967.00	$77,694.47	$0.00	$77,694.47	$851,272.53	8%	$945,566.8
EXPENSE								
Department **31 - Residential Sanitation**								
Personal Services								
400.101	Regular Pay	262,268.00	21,402.97	.00	21,402.97	240,865.03	8	249,553.:
401.103	Overtime	17,763.00	1,377.36	.00	1,377.36	16,385.64	8	17,924.!
405.114	FICA	21,422.00	1,605.81	.00	1,605.81	19,816.19	7	18,995.:
406.116	Retirement	39,161.00	3,467.19	.00	3,467.19	35,693.81	9	38,200.:
408.125	SCMIT Worker's Comp Ins.	32,000.00	11,056.92	11,056.92	11,056.92	9,886.16	69	42,090.:

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
410.001	Health Claims Cost	50,361.00	4,617.16	.00	4,617.16	45,743.84	9	48,894.4
410.002	Health Claim Costs-Retire	17,750.00	1,781.20	.00	1,781.20	15,968.80	10	17,233.2
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	.0
	Personal Services Totals	$445,725.00	$45,308.61	$11,056.92	$45,308.61	$389,359.47	13%	$432,892.3
	Supplies							
500.101	Supplies and Materials	5,000.00	479.75	.00	479.75	4,520.25	10	5,274.0
501.101	Uniforms and Clothing	19,000.00	1,615.89	.00	1,615.89	17,384.11	9	18,848.4
515.121	Safety Supplies	2,000.00	.00	.00	.00	2,000.00	0	1,912.0
	Supplies Totals	$26,000.00	$2,095.64	$0.00	$2,095.64	$23,904.36	8%	$26,034.4
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	26,000.00	13,186.86	.00	13,186.86	12,813.14	51	25,820.9
610.111	Communications- Landline	200.00	11.50	.00	11.50	188.50	6	139.1
610.112	Postage	500.00	47.83	.00	47.83	452.17	10	519.8
610.1110	Communications- Wireless	100.00	.00	.00	.00	100.00	0	.0
620.114	Advertising	1,200.00	.00	.00	.00	1,200.00	0	1,160.8
640.124	Travel Expense	200.00	.00	.00	.00	200.00	0	13.0
650.127	Electricity	1,206.00	118.07	.00	118.07	1,087.93	10	1,153.0
650.128	Water	440.00	39.97	.00	39.97	400.03	9	427.5
650.129	Wastewater	680.00	61.52	.00	61.52	618.48	9	661.1
650.130	Sanitation	455.00	36.92	.00	36.92	418.08	8	443.0
650.133	Stormwater	50.00	4.28	.00	4.28	45.72	9	51.1
650.134	Security Lights	527.00	43.89	.00	43.89	483.11	8	526.0
650.1271	Electricity- Sales Tax	4.00	.20	.00	.20	3.80	5	1.8
660.136	Container Repairs	5,000.00	301.84	.00	301.84	4,698.16	6	3,337.1
660.139	Fleet Services Labor-RTA Mtce Allocation	25,000.00	2,307.03	.00	2,307.03	22,692.97	9	31,916.4
660.145	Gasoline & Oil	41,170.00	.00	.00	.00	41,170.00	0	46,164.0

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
660.1362	Roll-Out Purchases	25,000.00	.00	.00	.00	25,000.00	0	21,416.8
660.1391	Fleet Services -Departmental Expense Allocation	50,000.00	7,359.68	.00	7,359.68	42,640.32	15	70,153.1
660.1392	Fleet Svcs- Outside Vends	1,000.00	192.50	.00	192.50	807.50	19	385.0
685.182	Other Operating Expenses	1,500.00	295.03	.00	295.03	1,204.97	20	3,485.5
685.183	Depreciation	58,400.00	4,555.01	.00	4,555.01	53,844.99	8	56,309.1
685.190	Landfill Fees	2,000.00	43.20	.00	43.20	1,956.80	2	810.2
686.189	Employee Medical	1,800.00	.00	.00	.00	1,800.00	0	92.0
686.195	Repair/Maint Svc Contract	2,800.00	.00	.00	.00	2,800.00	0	12.9
686.1895	Employee wellness services	3,000.00	.00	.00	.00	3,000.00	0	3,806.9
687.202	Utility Billing Services	4,000.00	1,289.99	657.31	1,289.99	2,052.70	49	3,478.9
687.203	Contract Services	65,000.00	5,509.42	27,490.58	5,509.42	32,000.00	51	64,874.2
687.204	Janitorial Services	2,000.00	245.84	2,704.19	245.84	(950.03)	148	.0
	Other Services & Charges Totals	$319,232.00	$35,650.58	$30,852.08	$35,650.58	$252,729.34	21%	$337,161.0
	Other Objects							
720.001	Provision for Bad Debts	1,500.00	125.00	.00	125.00	1,375.00	8	1,500.0
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	+++	15,253.4
730.120	Recycling Labor	37,000.00	.00	18,500.00	.00	18,500.00	50	34,894.5
730.122	Recycling Operating	5,000.00	801.63	.00	801.63	4,198.37	16	5,431.1
795.001	IT Internal Allocations	6,500.00	562.04	.00	562.04	5,937.96	9	5,598.8
795.995	GF Cost Distribution	88,010.00	7,334.17	.00	7,334.17	80,675.83	8	84,770.0
	Other Objects Totals	$138,010.00	$8,822.84	$18,500.00	$8,822.84	$110,687.16	20%	$147,448.5
	Capital Outlay							
900.4100	Vehicles	31,000.00	.00	.00	.00	31,000.00	0	.0
900.4200	Heavy Equipment	143,000.00	.00	.00	.00	143,000.00	0	.0
9999.9999	Assets Reclassified	(174,000.00)	.00	.00	.00	(174,000.00)	0	.0
	Capital Outlay Totals	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$0.0

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Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Department **31 - Residential Sanitation** Totals	$928,967.00	$91,877.67	$60,409.00	$91,877.67	$776,680.33	16%	$943,537.(
	EXPENSE TOTALS	$928,967.00	$91,877.67	$60,409.00	$91,877.67	$776,680.33	16%	$943,537.(
	Fund **0035 - Waste Management Fund** Totals							
	REVENUE TOTALS	928,967.00	77,694.47	.00	77,694.47	851,272.53	8%	945,566.8
	EXPENSE TOTALS	928,967.00	91,877.67	60,409.00	91,877.67	776,680.33	16%	943,537.(
	Fund **0035 - Waste Management Fund** Totals	$0.00	($14,183.20)	($60,409.00)	($14,183.20)	$74,592.20		$2,029.8
Fund **0086 - Seized and Forfeited**								
REVENUE								
Department **00 - Revenue**								
Fines and Forfeitures								
367.000	Drug Enforcement Revenue	2,000.00	.00	.00	.00	2,000.00	0	30,954.4
	Fines and Forfeitures Totals	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	0%	$30,954.4
Operating Transfers In								
394.002	Transfer from fund balance	89,400.00	.00	.00	.00	89,400.00	0	.(
	Operating Transfers In Totals	$89,400.00	$0.00	$0.00	$0.00	$89,400.00	0%	$0.(
	Department **00 - Revenue** Totals	$91,400.00	$0.00	$0.00	$0.00	$91,400.00	0%	$30,954.4
	REVENUE TOTALS	$91,400.00	$0.00	$0.00	$0.00	$91,400.00	0%	$30,954.4
EXPENSE								
Department **05 - Police**								
Supplies								
500.101	Supplies and Materials	2,500.00	.00	.00	.00	2,500.00	0	.(
500.102	Equipment	3,000.00	.00	.00	.00	3,000.00	0	.(
501.101	Uniforms and Clothing	1,800.00	.00	.00	.00	1,800.00	0	.(
	Supplies Totals	$7,300.00	$0.00	$0.00	$0.00	$7,300.00	0%	$0.(
Other Services & Charges								

Georgetown SOUTH CAROLINA

Budget Performance Report

Fiscal Year to Date 07/31/19

Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
610.1110	Communications- Wireless	1,200.00	.00	326.63	.00	873.37	27	1,295.1
640.124	Travel Expense	1,200.00	.00	.00	.00	1,200.00	0	698.9
660.133	Repairs & Maint. Services	5,000.00	.00	.00	.00	5,000.00	0	.(
660.134	Radio Repairs	2,000.00	.00	.00	.00	2,000.00	0	.(
660.145	Gasoline & Oil	1,850.00	.00	.00	.00	1,850.00	0	2,353.9
685.180	Membership Dues and Fees	1,450.00	800.00	.00	800.00	650.00	55	971.(
685.182	Other Operating Expenses	6,000.00	.00	.00	.00	6,000.00	0	287.5
685.186	Training	1,900.00	.00	.00	.00	1,900.00	0	.(
685.191	Canine Unit Operations	6,000.00	.00	.00	.00	6,000.00	0	1,566.9
686.194	Other Prof/Tech Services	10,000.00	.00	.00	.00	10,000.00	0	4,000.(
	Other Services & Charges Totals	$36,600.00	$800.00	$326.63	$800.00	$35,473.37	3%	$11,174.1
	Capital Outlay							
900.4100	Vehicles	37,500.00	.00	.00	.00	37,500.00	0	.(
900.4300	Other Equipment	10,000.00	.00	.00	.00	10,000.00	0	.(
	Capital Outlay Totals	$47,500.00	$0.00	$0.00	$0.00	$47,500.00	0%	$0.(
	Department **05 - Police** Totals	$91,400.00	$800.00	$326.63	$800.00	$90,273.37	1%	$11,174.1
	EXPENSE TOTALS	$91,400.00	$800.00	$326.63	$800.00	$90,273.37	1%	$11,174.1
	Fund **0086 - Seized and Forfeited** Totals							
	REVENUE TOTALS	91,400.00	.00	.00	.00	91,400.00	0%	30,954.4
	EXPENSE TOTALS	91,400.00	800.00	326.63	800.00	90,273.37	1%	11,174.1
	Fund **0086 - Seized and Forfeited** Totals	$0.00	($800.00)	($326.63)	($800.00)	$1,126.63		$19,780.2
	Grand Totals							
	REVENUE TOTALS	33,207,781.00	2,109,511.49	.00	2,109,511.49	31,098,269.51	6%	32,033,404.2
	EXPENSE TOTALS	33,076,422.00	3,119,470.45	2,813,616.42	3,119,470.45	27,143,335.13	18%	32,817,533.1

Georgetown SOUTH CAROLINA

Budget Performance Report

Fiscal Year to Date 07/31/1
Exclude Rollup Accoun

Account	Account Description	Adopted Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Tot
	Grand Totals	$131,359.00	($1,009,958.96)	($2,813,616.42)	($1,009,958.96)	$3,954,934.38		($784,129.1

MEMORANDUM OF UNDERSTANDING
City of Georgetown Designated Marketing Organization
FY 2019-2020 Agreement

A. PURPOSE

For the 2019-2020 Fiscal Year, The City of Georgetown Council (the City) agrees to allow the Georgetown County Chamber of Commerce (the Chamber) to serve as its Designated Marketing Organization (DMO) pursuant to South Carolina Allocation of Accommodation Tax Revenues Code of Laws, and will fund the organization with all mandated funds pursuant to the law (S. C. Code of Laws § 6-4-10 (3)), as well as budgeted Hospitality Funds.

B. THE GEORGETOWN COUNTY CHAMBER OF COMMERCE WILL PROVIDE THE FOLLOWING :

Chamber Executive and Administrative Support:

- Primary point of contact for city tourism, tourism partners, agencies, media, film office, and other applicable sources.
- Designate members to serve on Tourism Advisory Committee to assist in facilitating DMO oversite.

Finance Support:

- Prepare, submit, and manage grants including reimbursement requests and required final reports.
- File appropriate tax forms and reports necessary for fund expenditures.
- Provide copy of Audited Financial Statement to City of Georgetown within 6 months of fiscal year end.
- Prepare and generate reports for Finance and City Council.
- Prepare and manage Annual Budget; The Following year's Annual Budget DUE to Finance February 28th.

Operation Support:

- Hire and manage experienced staff to act as Executive and Administrative support for City DMO funds. **City Contact: Mark Stevens and Beth Stedman**

C. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. In addition to direct marketing reimbursements, the City of Georgetown shall render a monthly fee of $6,050 to the Chamber for direct operational costs associated with marketing the City of Georgetown.

2. MODIFICATION: Modifications within the scope of this instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being implemented.

3. Pursuant to SC Code of Laws § 6-4-10 (3), the City will allocate Accommodation Taxes (ATAX) to the Chamber on a quarterly basis. These funds will 'carry-over' to the follow year, as long as this Agreement is in place with the Chamber. The additional Hospitality Taxes (HTAX) included in the annual budget will be forfeited, if not spent, by June 30, 2020. The HTAX funds will not 'carry-over' to the following fiscal year. HTAX funds will be paid to the Chamber once ATAX funds are depleted, through submission of invoices to Finance. *This process will be reviewed in 3 months to insure effectiveness.

D. COMMENCEMENT / EXPIRATION / TERMINATION

This instrument is executed as of the date listed below and is effective beginning July 1, 2019. This agreement is for one fiscal year and nothing herein requires renewal. If it is the intent of either party to not renew this Agreement, written notice must be given to the other party 90 days in advance of the annual termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date below:

Signed this 15th day of August 2019.

___________________________________	___________________________________
Brendon Barber	Beth Stedman
City of Georgetown Mayor	Georgetown County Chamber President & CEO