

**REGULAR MEETING OF CITY COUNCIL
APRIL 19, 2018 – 5:30 PM
MUNICIPAL COURTROOM
GEORGETOWN, SC**



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. **HOUSING AND COMMUNITY DEVELOPMENT**
 - A. **Motion to approve first reading of an Ordinance Establishing an Application Fee for Administration of the Hazard Mitigation Grant Program (HMGP).**

Attachments:

1	Admin Fee Ordinance	(PDF)
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7. **FINANCE**
 - A. **Motion to approve first reading on Budget Amendments in the Stormwater Fund for change orders to the Drainage Project in the Amount of \$155,137 and for Stormwater Pump #1 and #2 repairs in the amount of \$232,506, for a total of \$387,643.**

Attachments:

1	Budget Amendment FY 17-18 Stormwater Fund	(PDF)
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 - B. **Motion to approve second reading of a Bond Ordinance for the Issuance and Sale of a General Obligation Bond from USDA for Fire Station II, in an amount not to exceed \$2,000,000.**

Attachments:

1	Bond Ordinance 4833-5907-4646 v.4	(PDF)
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 - C. **Motion to approve Auditing Services and Financial Statement Preparation to the firm of Green Finney, LLP for a three (3) year engagement and approve payment in the first year of \$33,600.**

Attachments:

1	1 SUBMITTAL LISTING FINAL	(PDF)
2	GFH Proposal - FINAL	(PDF)
8. **POLICE**
 - A. **Motion to approve first reading of an Ordinance amending Chapter 18 Article III of the Code of Ordinances for the City of Georgetown by deleting Article III**

Sections 18-22 thru 18-31 and replacing Sections 18-22 thru 18-25 in the entirety, and reserving Sections 18-26 thru 18-31.

Attachments:

- | | | |
|---|-------------------------------|-------|
| 1 | New Wrecking Towing Ordinance | (PDF) |
| 2 | Current Wrecker Ordinance | (PDF) |
| 3 | 2018 Maximum Allowable Fees | (PDF) |

9. WATER UTILITIES

- A. Motion to Approve Proposal and Payment to Coastal Hydraulics, Inc. for City Hall Retention Pond Stormwater Pump #2 Repairs in the Amount of \$116,709.66.**

Attachments:

- | | | |
|---|-----------------------|-------|
| 1 | SKMBT_C22418041610400 | (PDF) |
|---|-----------------------|-------|

- B. Motion to Accept Proposal and Allow Staff to Enter Into Contract with McKim & Creed for the Year One Upgrades of the existing SCADA system for Not to Exceed Amount of \$150,000.00**

Attachments:

- | | | |
|---|--|-------|
| 1 | 180504 WTP and Collections SCADA Upgrade Scope | (PDF) |
|---|--|-------|

10. ENGINEERING

- A. Motion to approve bid and make payment to Consensus Construction and Consulting, Inc. for a not to exceed amount of \$41,700 to clean ponds and install a new 6-in. concrete bottom in Ponds 1 and 2 (Backwash Lagoons).**

Attachments:

- | | | |
|---|------------------------------|-------|
| 1 | Construction Contract Sample | (PDF) |
| 2 | CONSENSUS BID | (PDF) |
| 3 | Bid Tab | (PDF) |

11. CITY ADMINISTRATOR REPORT

12. OLD BUSINESS

13. NEW BUSINESS

14. DEPARTMENT MONTHLY REPORTS

- A. March 2018 GPD Report**

Attachments:

- | | | |
|---|---------------------------------------|-------|
| 1 | GPD March 2018 Monthly Letter04112018 | (PDF) |
|---|---------------------------------------|-------|

- B. March 2018 Municipal Court Report**

Attachments:

- | | | |
|---|------------------------|-------|
| 1 | Municipal court report | (PDF) |
|---|------------------------|-------|

- C. March 2018 Fire Report**

Attachments:

- | | | | |
|-----------|---|--|-------|
| | 1 | March 2018 Fire Report | (PDF) |
| D. | | March 2018 Public Works Department Report | |
| | | <u>Attachments:</u> | |
| | 1 | MAR. 2018 | (PDF) |
| E. | | March 2018 Fleet service Report | |
| | | <u>Attachments:</u> | |
| | 1 | Monthly Report | (PDF) |
| F. | | March 2018 Electric Utility Department Report | |
| | | <u>Attachments:</u> | |
| | 1 | march18 | (PDF) |
| G. | | March 2018 Water Utilities Report | |
| | | <u>Attachments:</u> | |
| | 1 | March 2018 Water Utilities Report | (PDF) |
| H. | | March 2018 Engineering Report | |
| | | <u>Attachments:</u> | |
| | 1 | Engineering Monthly Report_March 2018 | (PDF) |
| I. | | March 2018 Housing & Community Development Report | |
| | | <u>Attachments:</u> | |
| | 1 | March 2018 Monthly Report | (PDF) |
| J. | | March 2018 Economic Development Report | |
| | | <u>Attachments:</u> | |
| | 1 | March 2018 Montly Report.Corrected | (PDF) |
| K. | | March 2018 Finance & IT Reports | |
| | | <u>Attachments:</u> | |
| | 1 | March 2018 Finance & IT Report | (PDF) |
| | 2 | Grants-Monthly Rpts FY 17.18 | (PDF) |
| | 3 | GovDeals-Monthly Rpts FY 17.18 | (PDF) |
| | 4 | BudgetPerformanceReport | (PDF) |

15. EXECUTIVE SESSION

Motion to adjourn Regular Meeting and enter Executive Session pursuant to Sec. 30-4-70(a)(1) to discuss board appointments/reappointments to the Planning Commission, Construction Board of Appeals, and A/H Tax Committee; Sec. 30-4-70(a)(2) discuss proposal/contract for executive search for the City Administrator and Sec. 30-4-70(a)(5) to discuss economic development matters related to Project Vista.

Motion to adjourn Executive Session and reconvene Regular Meeting.

NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

16. COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

17. APPOINTMENTS

- A. Motion to appoint member to the Planning Commission.**
- B. Motion to appoint member to Construction Board of Appeals.**
- C. Motion to appoint members to the Accommodations and Hospitality Tax Committee.**

18. ADJOURNMENT

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



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

ORDINANCE

DOC ID: 2504

Council Meeting Date:	19 April 2018
Department:	Housing and Community Development
Issue Under Consideration:	Motion to Approve an Ordinance Establishing an Application Fee for Administration of the Hazard Mitigation Grant Program (HMGP)
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• 3% administration fee for the Hazard Mitigation Grant Program (HMGP). • Intent is to recoup costs for city staff time in administering and handling the reimbursement of HMGP grants that are awarded in the City of Georgetown. • This fee will set policy for any future flood/disaster related mitigation grants between a homeowner and the city.
Options:	Approve or deny 1 st reading of this ordinance.
Staff Recommendations:	Staff recommends approving this admin fee.

Reviews:

Rick Martin	Completed	04/11/2018 2:09 PM
Carey Smith	Completed	04/12/2018 12:43 PM
Debra Bivens	Completed	04/12/2018 1:49 PM
Ann U. Mercer	Completed	04/12/2018 4:35 PM
Georgetown City Council	Pending	04/19/2018 5:30 PM

Attachments:

1. 1 Admin Fee Ordinance (PDF)

**MOTION TO APPROVE AN ORDINANCE ESTABLISHING AN APPLICATION FEE FOR
ADMINISTRATION OF THE HAZARD MITIGATION GRANT PROGRAM (HMGP)**

**AN ORDINANCE ESTABLISHING AN APPLICATION FEE FOR ADMINISTRATION OF THE HAZARD
MITIGATION GRANT PROGRAM (HMGP)**

- WHEREAS,** the City Council of the City of Georgetown has voluntarily taken part in the Credit Rating System (CRS) issued by the National Flood Insurance Program (NFIP) and the Federal Emergency Management Agency (FEMA); and,
- WHEREAS,** City Council has determined that there are substantial costs associated with providing administrative duties with the Hazard Mitigation Grant Program (HMGP); and,
- WHEREAS,** City Council desires to establish a fair and equitable fee to recoup costs associated to supply such a service to the general public; and,
- WHEREAS,** City Council does find it is in the best interest of the citizens of the City of Georgetown to adopt an ordinance establishing fees for administration of the state and federal Hazard Mitigation Grant Program (HMGP).

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Georgetown that the following fee be established for the Hazard Mitigation Grant Program (HMGP) for the city:

3% of the reimbursable costs of the HMGP grant. This percentage is based on the fact that the HMGP is a 25% homeowner funded and 75% federal government funded grant, in which the federal share may be reimbursed through the South Carolina Emergency Management Division (SCEMD) upon the completion and inspection of the HMGP project. A record of this percentage based fee will be maintained with the official records of fees in the Office of the City Clerk.

ATTEST:

Ann U. Mercer, City Clerk

Brendon M. Barber Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Attachment: Admin Fee Ordinance (2504 : 3% Admin Fee for HMGP)



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ORDINANCE

DOC ID: 2490

Council Meeting Date:	19 April 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading on Budget Amendments in the Stormwater Fund for Change Orders to the Drainage Project in the Amount of \$155,137 and for Stormwater Pump #1 and #2 Repairs in the amount of \$232,506, for a total of \$387,643.
Amount Requested:	\$ 387,643
Is Item in Current Budget?	No.
If no, please explain:	
Financial Impact:	Reduction of Fund Balance in the Stormwater Fund.
Points to Consider:	- The delay in starting the drainage project resulted in three (3) immediate change orders. Council granted spending approval of these change orders at meetings earlier this year. - The damaged stormwater pumps located at the Front & Fraser Street pond were not budgeted and are urgent in nature.
Options:	Approve or Disapprove.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens Completed 04/11/2018 4:33 PM
City Attorney Completed 04/11/2018 4:47 PM
Carey Smith Completed 04/12/2018 12:35 PM
Ann U. Mercer Completed 04/12/2018 4:53 PM
Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

- 1 Budget Amendment FY 17-18 Stormwater Fund (PDF)

**MOTION TO APPROVE FIRST READING ON BUDGET AMENDMENTS IN THE
STORMWATER FUND FOR CHANGE ORDERS TO THE DRAINAGE PROJECT IN THE
AMOUNT OF \$155,137 AND FOR STORMWATER PUMP #1 AND #2 REPAIRS IN THE
AMOUNT OF \$232,506, FOR A TOTAL OF \$387,643.**

**AN ORDINANCE TO AMEND THE 2017/2018 ANNUAL BUDGET FOR
THE CITY OF GEORGETOWN, SOUTH CAROLINA**

WHEREAS, certain expenditures considered necessary to the operations of the City of Georgetown have arisen subsequent to adoption of the 2017/2018 annual budget ordinance.

NOW, THEREFORE, BE IT ORDAINED by City Council duly assembled the 17th day of May, 2018, that the 2017/2018 annual budget be amended to incorporate the following supplemental appropriation:

STORMWATER FUND

Original Appropriations	\$ 992,698
Supplemental Appropriation:	
For unanticipated expenditure: Drainage Improvement Project-Phase I	
Change Order #1	\$61,500
Change Order #2	\$15,727
Change Order #3	\$77,910
Stormwater Pump #1 - Removal/Re-Install	\$19,824
Stormwater Pump #1 – Repair	\$73,738
Stormwater Pump #2 - Removal/Re-Install	\$22,234
Stormwater Pump #2 – Repair	\$116,710
Total	\$387,643
Total Amended Budget	\$ 1,380,341

PASSED by City Council duly assembled this 17th day of May 2018.

ATTEST:

Ann U Mercer
City Clerk

Brendon M Barber, Sr.
Mayor

APPROVED AS TO FORM:

First Reading: April 19, 2018
Second Reading: May 17, 2018

Elise F Crosby
City Attorney

Attachment: Budget Amendment FY 17-18 Stormwater Fund (2490 : Motion to Approve First Reading on Budget Amendments)



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

ORDINANCE

DOC ID: 2480

Council Meeting Date:	19 April 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve Second Reading of a Bond Ordinance for the Issuance and Sale of a General Obligation Bond From USDA for Fire Station II, in an Amount not to Exceed \$2,000,000.
Amount Requested:	\$2,000,000 – Not to Exceed Amount
Is Item in Current Budget?	Debt Service Payment is Budgeted.
If no, please explain:	
Financial Impact:	The City's current debt limit is \$2,934,034 of which we are authorized to borrow against.
Points to Consider:	The term of the Bond shall be twenty (20) years. The interest rate on the Bond will be 2.75% per annum. The first annual Bond payment will be due one year from the closing date.
Options:	Approve or Disapprove.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens Completed 03/06/2018 12:05 PM
 City Attorney Completed 03/06/2018 12:32 PM
 Carey Smith Completed 03/09/2018 11:58 AM
 Ann U. Mercer Completed 03/09/2018 12:36 PM
 Georgetown City Council Completed 03/15/2018 5:30 PM

Attachments:

1. 1 Bond Ordinance 4833-5907-4646 v.4 (PDF)

**MOTION TO APPROVE SECOND READING OF A BOND ORDINANCE FOR THE
ISSUANCE AND SALE OF A GENERAL OBLIGATION BOND FROM USDA FOR FIRE
STATION II, IN AN AMOUNT NOT TO EXCEED \$2,000,000.**

AN ORDINANCE TO PROVIDE FOR THE ISSUANCE AND SALE OF A NOT EXCEEDING TWO MILLION DOLLARS (\$2,000,000) GENERAL OBLIGATION BOND OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED; TO PROVIDE FOR THE PAYMENT THEREOF; AND OTHER MATTERS RELATING THERETO.

BOND ORDINANCE

Date: April 19, 2018

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, THE GOVERNING BODY OF THE CITY OF GEORGETOWN, SOUTH CAROLINA, IN A MEETING DULY ASSEMBLED:

ARTICLE I - FINDINGS OF FACT

Section 1.01 Findings of Fact.

Incident to the enactment of this ordinance (this “**Ordinance**”) and the issuance of the Series 2018 Bond authorized hereby, the City Council of the City of Georgetown (the “**Council**”), the governing body of the City of Georgetown, South Carolina (the “**City**”), finds that the facts set forth in this Article exist and the statements made with respect thereto are in all respects true and correct:

(a) The City is a municipal corporation of the State of South Carolina (the “**State**”), located in Georgetown County, South Carolina, and as such possesses all general powers granted to municipal corporations.

(b) By virtue of Chapter 21, Title 5 and the provisions of Section 11-27-40, Code of Laws of South Carolina 1976, as amended (together, the “**Enabling Act**”), the City is empowered to issue general obligation bonds for any “authorized purpose.”

(c) Section 14, Article X of the Constitution of the State of South Carolina provides that subsequent to November 30, 1977, the municipalities of the State may issue bonded indebtedness in an amount not exceeding 8% of the assessed value of all taxable property therein. According to the County Auditor, the assessed value of all taxable property in the City for the year 2017, which is the last completed assessment thereof, amounted to \$36,675,422 and thus the debt limit presently equals \$2,934,034 (the “**Debt Limit**”). Presently, the City has no obligations chargeable against the Debt Limit; therefore, the City is authorized to borrow not exceeding \$2,934,034 by way of general obligation debt.

(d) The City Council desires to plan, design, build and equip a new Maryville Fire Station and related improvements to be owned by the City (collectively, the “**Project**”).

(e) Pursuant to the Enabling Act, the City is authorized to issue general obligation debt for the purposes of providing funds to defray the costs of the Project.

(f) The total cost of the Project along with costs of issuance of the general obligation bond have been estimated to be \$2,000,000. The City is financing the same as a loan from United States of America, United States Department of Agriculture, Rural Development (“**Rural Development**”) in an amount not to exceed \$2,000,000; the loan shall be issued in the form of a “City of Georgetown, South Carolina General Obligation Bond, Series 2018” (the “**Series 2018 Bond**”).

(g) As permitted by Section 11-27-40(9)(c) of the Enabling, Rural Development, as an agency of the United States, has agreed to purchase the Series 2018 Bond without public advertisement thereof.

(h) Prior to accepting the offer of purchase from Rural Development, the City found that it was unable to finance the Project from its own resources or other credit at reasonable rates and terms based on prevailing private and cooperative rates and terms in or near the City for similar purposes for similar periods of time.

(i) In connection therewith, the City Council has determined to issue the Series 2018 Bond to finance the cost of the Project and the cost of issuance thereof, and enacts this Ordinance in order to effect the same. The Project constitutes an “authorized purpose” within the meaning of the Enabling Act.

(j) Certain costs associated with the construction of the Project may be incurred prior to the time within which the City will be able to issue the Series 2018 Bond; to the extent such costs have been incurred, the City may elect to reimburse itself from the proceeds of the Series 2018 Bond.

(k) In order to provide moneys which will be needed to defray the initial costs of the Project prior to the issuance of the Series 2018 Bond, the City Council has further determined to provide for the issuance of a bond anticipation note (the “**Note**”) in accordance with the provisions of Chapter 17, Title 11, Code of Laws of South Carolina 1976, as amended (the “**BAN Act**”), and enacts this Ordinance in order to effect the same.

Section 1.02 Intent of Ordinance.

The City now intends to authorize the execution and delivery of the Series 2018 Bond pursuant to the Enabling Act and the execution of a bond anticipation note, if necessary, pursuant to the provisions of the BAN Act for the purposes above-described and to make provision for the payment of the principal and interest thereon. The City Council has determined to secure the Series 2018 Bond by a pledge of the full faith, credit and taxing power of the City and to secure any bond anticipation note by a pledge of the proceeds of the Series 2018 Bond and the full faith and credit of the City.

[End of Article I]

ARTICLE II - DEFINITIONS AND AUTHORITY

Section 2.01 Definitions.

As used in this Ordinance, unless the context shall otherwise require, the following terms shall have the following respective meanings:

“Authorized Investments” means any securities which are now or hereafter authorized legal investments for municipalities pursuant to the Code of Laws of South Carolina 1976, as amended.

“Authorized Officer” means the Mayor, the City Administrator or the City Clerk and any other officer or employee of the City designated from time to time as an Authorized Officer by resolution of the City Council, and when used with reference to any act or document also means any other person authorized by resolution of the City Council to perform such act or sign such document.

“Bond” means the Series 2018 Bond issued in accordance with the provisions of this Ordinance.

“Bondholder” or **“Holder”** or **“Holder of Bond”** or **“Owner”** or similar term means, when used with respect to the Series 2018 Bond means any person who shall be registered as the owner of the Series 2018 Bond outstanding on the registration books maintained by the Registrar.

“Bond Payment” means the periodic payments of principal of, interest on and/or redemption premium, if any, on the Series 2018 Bond.

“Bond Payment Date” means each date on which the Bond Payment for the Series 2018 Bond shall be payable.

“City” means the City of Georgetown, South Carolina.

“City Administrator” means the City Administrator of the City.

“City Clerk” means the City Clerk of the City.

“City Council” means the City Council of the City of Georgetown, the governing body of the City or any successor governing body.

“Enabling Act” means Chapter 21, Title 5 and the provisions of Section 11-27-40, Code of Laws of South Carolina 1976, as amended.

“Fiduciary” means the Paying Agent, the Registrar and their successors and assigns.

“Finance Director” means the Finance Director of the City.

“Government Obligations” shall mean: (a) direct obligations of the United States of America for the payment of which the full faith and credit of the United States of America are pledged; (b) obligations, the payment of the principal (if any), or the interest (if any) on which is fully guaranteed as a full faith and credit obligation of the United States of America; (c) obligations issued by the Federal Home Loan Bank and/or the Federal National Mortgage Association as permitted by Section 6-5-10(a)(2) of the South Carolina Code, as amended, (d) noncallable, U.S. Treasury Securities – State and Local Government Series Securities; and (e) AAA-rated general obligation bonds, issued by at least one nationally recognized credit rating organization, of the State, its institutions, agencies, school districts and political subdivisions.

“Mayor” means the Mayor of the City.

“Ordinance” shall mean this ordinance of the City Council authorizing the issuance of the Series 2018 Bond and the Note.

“Outstanding”, when used in this Ordinance with respect to the Series 2018 Bond, means as of any date, the Series 2018 Bond theretofore delivered pursuant to this Ordinance except:

- (a) any Bond cancelled or delivered to the Registrar for cancellation on or before such date;
- (b) any Bond deemed to have been paid in accordance with the provisions of Section 7.01 hereof; and
- (c) any Bond in lieu of or in exchange for which another Bond shall have been authenticated and delivered pursuant to Section 3.05 of this Ordinance.

“Paying Agent” means the City, acting through the City Clerk.

“Person” means an individual, a partnership, a corporation, a trust, a trustee, an unincorporated organization, or a government or an agency or political subdivision thereof.

“Record Date” means the 15th day of the month immediately preceding each Bond Payment Date.

“Registrar” means the City, acting through the City Clerk.

Section 2.02 Construction. In this Ordinance, unless the context otherwise requires:

A. Articles and Sections referred to by number shall mean the corresponding Articles and Sections of this Ordinance.

B. The terms “hereby”, “hereof”, “hereto”, “herein”, “hereunder” and any similar terms refer to this Ordinance, and the term “hereafter” shall mean after, and the term “heretofore” shall mean before, the date of adoption of this Ordinance.

C. Words of the masculine gender shall mean and include correlative words of the female and neuter genders, and words importing the singular number shall mean and include the plural number and vice versa.

D. Any Fiduciary shall be deemed to hold an Authorized Investment in which money is invested pursuant to the provisions of this Ordinance, even though such Authorized Investment is evidenced only by a book entry or similar record of investment.

[End of Article II]

ARTICLE III - ISSUANCE OF BOND

Section 3.01 Ordering the Issuance of the Series 2018 Bond.

Pursuant to the provisions of the Enabling Act and for the purpose of obtaining funds to defray the costs of the Project, there shall be issued by the City a general obligation bond in the principal amount of not exceeding Two Million Dollars (\$2,000,000) designated “General Obligation Bond, Series 2018 of the City of Georgetown, South Carolina” (the “**Bond**”) or such other designation as determined appropriate by the City Administrator. The Bond shall bear a series designation as determined by the City Administrator, but in all cases shall include the calendar year of the issuance thereof. The City Administrator is hereby authorized to determine the principal amount of the Bond and other items related to the sale and marketability of the Bond.

Section 3.02 Maturity Schedule of the Series 2018 Bond.

The Series 2018 Bond shall be dated as of the date of its delivery and shall bear interest from its dated date. The Series 2018 Bond shall mature twenty (20) years from the date of its delivery and shall bear interest at the lesser of (a) Two and Seventy-Five Hundredths percent (2.75%) per annum or (b) the interest rate prescribed by Rural Development at the time of closing of the Series 2018 Bond, payable annually in the manner hereinafter provided.

The first annual Bond Payment Date will occur one year from the date of closing unless the Series 2018 Bond is closed on the 29th, 30th or 31st day of a month, in which case the first Bond Payment Date will occur on the 28th day of the same month as the month of closing in the following year. Each succeeding Bond Payment Date will occur on the same day of each succeeding year for the life of the loan, and each Bond Payment will be a fully amortized installment of both principal and interest.

Section 3.03 Medium of Payment; Form and Denomination of Bond; Place of Payment of Principal.

(a) The Series 2018 Bond shall be payable as to principal and interest on the basis of a 360-day year, consisting of twelve (12) thirty (30) day months each, in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

(b) The Series 2018 Bond shall be issued in the form of one (1) fully registered bond.

(c) The City shall serve as Paying Agent for the Bond, and the Bond Payments shall be made by the Paying Agent to the Person appearing on each Record Date on the registration books of the City, which books shall be held by the City as Registrar, as provided in Section 3.06 hereof, as the registered owner thereof, by check or draft mailed from the City to such registered owner at his or her address as it appears on such registration books in sufficient time to reach such registered owner on the Bond Payment Dates. As long as the Series 2018 Bond is held by Rural Development, the City may participate in Rural Development’s Preauthorized Debit (PAD) payment process. Prior

to the closing, an Authorized Official is authorized to complete and execute Form SF-5510, *Authorization Agreement for Preauthorized Payments*, which will allow for payment to be electronically debited from a bank account of the City on each Bond Payment Date. Payment of the final Bond Payment shall be made when the same is due and payable upon the presentation and surrender for cancellation of the Series 2018 Bond at the administrative office of the City.

Section 3.04 Execution.

The Series 2018 Bond shall be executed in the name and on behalf of the City by the manual or facsimile signature of an Authorized Officer, with its corporate seal impressed, imprinted or otherwise reproduced thereon, and attested by the manual signature of the City Clerk or other Authorized Officer (other than the officer or officers executing the Series 2018 Bond). The Series 2018 Bond may bear the manual signature of any person who shall have been such an Authorized Officer authorized to sign the Series 2018 Bond at the time such Series 2018 Bond was so executed, and shall bind the City notwithstanding the fact that his or her authorization may have ceased prior to the authentication and delivery of the Series 2018 Bond.

Section 3.05 Exchange of the Series 2018 Bond.

The Series 2018 Bond, upon surrender thereof at the office of the Registrar with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered Holder or his duly authorized attorney, may, at the option of the registered Holder thereof, be exchanged for a new Bond of the same interest rate and maturity. So long as the Series 2018 Bond remains Outstanding, the City shall make all necessary provisions to permit the exchange of the Series 2018 Bond. Such new Bond shall reflect the principal amount thereof as then yet unpaid.

Section 3.06 Transferability and Registry.

The Series 2018 Bond shall at all times, when the same is Outstanding, be payable to a Person, and shall be transferable only in accordance with the provisions for registration and transfer contained in this Ordinance and in the Series 2018 Bond. So long as the Series 2018 Bond remains Outstanding, the Registrar shall maintain and keep at its administrative office books for the registration and transfer of the Series 2018 Bond, and, upon presentation thereof for such purpose at such office, the City shall register or cause to be registered therein, and permit to be transferred thereon, under such reasonable regulations as it may prescribe, such Bond. So long as the Series 2018 Bond remains Outstanding, the City shall make all necessary provisions to permit the transfer of such Bond at its administrative office.

Section 3.07 Transfer of the Series 2018 Bond.

The Series 2018 Bond shall be transferable only upon the books of the Registrar, upon presentation and surrender thereof by the Holder of the Series 2018 Bond in person or by his attorney duly authorized in writing, together with a written instrument of transfer satisfactory to the Registrar duly executed by the registered Holder or his duly authorized attorney. Upon surrender for transfer of the Series 2018 Bond, the City shall execute and deliver, in the name of the Person who is the transferee, a new Bond of the same principal amount and maturity and rate of interest as the surrendered Bond. Such new Bond shall reflect the principal amount thereof as then yet unpaid.

Section 3.08 Regulations with Respect to Exchanges and Transfers.

The Series 2018 Bond surrendered in any exchange or transfer shall forthwith be cancelled by the Registrar. For each such exchange or transfer of the Series 2018 Bond, the City or Registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the Holder requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer. The City shall not be obligated to issue, exchange or transfer the Series 2018 Bond during the 15 days next preceding any (a) Bond Payment Date, or (b) date upon which the Series 2018 Bond will be redeemed.

Section 3.09 Mutilated, Destroyed, Lost and Stolen Bond.

(a) If the Holder surrenders a mutilated Bond to the Registrar or the Registrar receives evidence to its satisfaction of the destruction, loss, or theft of the Series 2018 Bond, and there is delivered to the Registrar such security or indemnity as may be required by it to save it harmless, then, in the absence of notice that the Series 2018 Bond has been acquired by a bona fide purchaser, the City shall execute and deliver, in exchange for the mutilated Bond or in lieu of any such destroyed, lost, or stolen Bond, a new Bond of like tenor, maturity, and interest rate bearing a number unlike that of such mutilated, destroyed, lost, or stolen Bond, and shall thereupon cancel any such mutilated Bond so surrendered. In case any such mutilated, destroyed, lost, or stolen Bond has become or is to become due for final payment within one month, the City in its discretion may, instead of issuing a new Bond, pay the Series 2018 Bond.

(b) Upon the issuance of any new Bond under this Section 3.09, the City may require the payment of a sum sufficient to cover any tax, fee, or other governmental charge that may be imposed in relation thereto and any other expenses, including counsel fees or other fees, of the City or the Registrar connected therewith.

(c) Each new Bond issued pursuant to this Section in lieu of any destroyed, lost, or stolen Bond, shall constitute an additional contractual obligation of the City, whether or not the destroyed, lost, or stolen Bond shall at any time be enforceable by anyone, and shall be entitled to all the benefits hereof equally and proportionately with the Series 2018 Bond duly issued pursuant to this Ordinance.

(d) The Series 2018 Bond shall be held and owned upon the express condition that the foregoing provisions are exclusive with respect to the replacement or payment of the mutilated, destroyed, lost, or stolen Bond and shall preclude (to the extent lawful) all other rights or remedies with respect to the replacement or payment of the mutilated, destroyed, lost, or stolen Bond or securities.

Section 3.10 Holder As Owner of Bond.

In its capacity as Registrar, the City may treat the Holder of the Series 2018 Bond as the absolute owner thereof, whether the Series 2018 Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the Bond Payment on the Series 2018 Bond and for all other purposes, and payment of the Bond Payment shall be made only to, or upon the order of, such Holder. All payments to such Holder shall be valid and effectual to satisfy and discharge the liability upon the Series 2018 Bond to the extent of the sum or sums so paid, and the City shall not be affected by any notice to the contrary.

Section 3.11 Cancellation of the Series 2018 Bond.

The Registrar shall destroy the Series 2018 Bond when the same shall be surrendered to it for cancellation. In such event, the Series 2018 Bond shall no longer be deemed Outstanding under this Ordinance and no Bond shall be issued in lieu thereof.

Section 3.12 Payments Due Saturdays, Sundays and Holidays.

In any case where the Bond Payment Date shall be Saturday or Sunday or shall be, at the place designated for payment, a legal holiday or a day on which banking institutions are authorized by law to close, then payment of the Bond Payment need not be made on such date but may be made on the next succeeding business day not a Saturday, Sunday or a legal holiday or a day upon which banking institutions are authorized by law to close, with the same force and effect as if made on the Bond Payment Date and no interest shall accrue for the period after such date.

Section 3.13 Tax Exemption in South Carolina.

The interest on the Series 2018 Bond shall be exempt from all State, county, municipal, school district, and all other taxes or assessments of the State, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer or certain franchise taxes.

Section 3.14 Order to Levy Ad Valorem Taxes to Pay Principal and Interest of Series 2018 Bond.

(a) For Bond Payments on the Series 2018 Bond as the same become due and for the creation of such sinking fund as may be necessary therefor, the full faith, credit, and taxing power of the City are hereby irrevocably pledged, and there shall be levied and collected upon all taxable property located within the City an ad valorem tax, without limit as to rate or amount, sufficient to pay the Bond Payments until the Series 2018 Bond is no longer Outstanding.

(b) Such levy may be reduced to the extent that, at the time the amount of annual millage levy for the debt service is set, the City has available other amounts for the payment of amounts due on the next following Bond Payment Date and has deposited the same into the sinking fund established for the payment of the Bond Payment. Pending the payment of the Bond Payment, any available moneys shall be deposited into a sinking fund for the Bond and may not be used for any other purpose.

Section 3.15 Form of Series 2018 Bond.

The form of the Series 2018 Bond and registration provisions to be endorsed thereon shall be substantially as set forth in Exhibit A attached hereto and made a part of this Ordinance, with such variations, omissions and insertions as may be required to complete the Series 2018 Bond properly and as may be permitted or required by this Ordinance.

Section 3.16 Required Refunding of the Series 2018 Bond.

If at any time it shall appear to Rural Development that the City is able to refinance the amount of the indebtedness to Rural Development then outstanding, in whole or in part, by obtaining a loan for such purposes from responsible cooperative or private credit sources, at reasonable rates and terms for similar purposes and period of time, the City will, upon request of Rural Development, apply for and accept such loan in sufficient amount to repay Rural Development and will take all such actions as may be required in connection with such loan.

[End of Article III]

ARTICLE IV - REDEMPTION OF BOND

Section 4.01 Redemption of Series 2018 Bond.

(a) The Series 2018 Bond shall be subject to redemption prior to final maturity at any time for the balance of principal and interest due at that time and without payment of any redemption premium.

(b) If the Series 2018 Bond is called for redemption, the City shall give notice to Rural Development of the planned redemption of the Series 2018 Bond. Notice of the redemption of the Series 2018 Bond may be provided by the following methods: (i) by first class mail, postage prepaid, to the registered owner of the Series 2018 Bond at the address of such owner recorded on the bond register not less than thirty nor more than sixty days prior to the redemption date; or (ii) by such other method as may be acceptable to Rural Development.

(c) Provided sufficient funds for such redemption have been delivered to and accepted by Rural Development, the Series 2018 Bond so called for redemption shall cease to bear interest on the specified redemption date and shall no longer be deemed to be outstanding hereunder. If said money shall not be so available on the redemption date, the Series 2018 Bond shall continue to bear interest until paid at the same rate as it would have borne had it not been called for redemption.

[End of Article IV]

ARTICLE V – SALE OF SERIES 2018 BOND; APPROVAL OF CONSTRUCTION OF PROJECT

Section 5.01 Sale of Series 2018 Bond.

As permitted by Section 11-27-40(9)(c) of the Enabling Act, Rural Development constitutes an agency of the United States and therefore the Series 2018 Bond shall be sold at private sale to Rural Development. The Series 2018 Bond shall be offered for sale and issued in accordance with the terms and conditions of this Ordinance.

Section 5.02 Approval of Construction of the Project.

All actions heretofore taken by the City in authorizing the construction of the Project are hereby ratified, approved and confirmed.

[End of Article V]

ARTICLE VI – CONSTRUCTION ACCOUNT

Section 6.01 Construction Account.

(a) All moneys paid by Rural Development to the City for the Bond shall be deposited in a separate special fund of the City to be designated the “Construction Account of 2018” (the “**Construction Account**”). If not in existence, the Finance Director shall be permitted to establish and manage the Construction Account. The moneys deposited in the Construction Account and interest thereon shall be disbursed for and applied to the payment of the costs of the Project and the costs of issuance of the Bond. The Finance Director shall secure moneys on deposit in the Construction Account from time to time in the manner and to the extent prescribed by law.

(b) Until used and applied in accordance with the provisions of this Article, all moneys in the Construction Account may be invested by the Finance Director at the direction of the City in Authorized Investments. All investments shall be structured to mature in such amounts and at such times as may be necessary so that the payments to be made from the Construction Account may be made as and when due. The earnings on any such investments shall be deposited in the Construction Account to be used and applied as are all other moneys therein. Any unexpended balance in the Construction Account remaining after the completion of the Project shall be paid immediately into the sinking fund established for the payment of the Bond Payment and shall be used only for the payment of the principal of or interest on the Series 2018 Bond.

[End of Article VI]

ARTICLE VII - DEFEASANCE OF BOND

Section 7.01 Discharge of Ordinance - Where and How the Series 2018 Bond is Deemed to Have Been Paid and Defeased.

If the Series 2018 Bond and the interest thereon shall have been paid and discharged, then the obligations of the City under this Ordinance and all other rights granted hereby shall cease and determine. The Series 2018 Bond shall be deemed to have been paid and discharged within the meaning of this Article under each of the following circumstances, viz.:

- (a) The Fiduciary shall hold, at the stated maturity of the Series 2018 Bond, in trust and irrevocably appropriated thereto, sufficient moneys for the Bond Payment; or
- (b) If default in the payment of the Bond Payment due shall have occurred on any Bond Payment Date, and thereafter tender of such payment shall have been made, and at such time the Fiduciary shall hold in trust and irrevocably appropriated thereto, sufficient moneys for the payment thereof to the date of the tender of such payment; or
- (c) If the City shall elect to provide for the payment of the Series 2018 Bond prior to its stated maturity and shall have deposited with the Fiduciary, in an irrevocable trust, moneys which shall be sufficient, or Government Obligations, the principal of and interest on which when due will provide moneys, which together with moneys, if any, deposited with the Fiduciary at the same time, shall be sufficient to pay when due the Bond Payments due and to become due.

Neither the Government Obligations nor moneys deposited with the Fiduciary pursuant to this Section nor the Bond Payments thereon shall be withdrawn or used for any purpose other than, and shall be held in trust for, the payment of the Bond Payments on the Series 2018 Bond; provided that any cash received from such principal or interest payments on Government Obligations deposited with the Fiduciary, if not then needed for such purpose, shall to the extent practicable be invested and reinvested in Government Obligations maturing at times and in amounts sufficient to pay when due the Bond Payments to become due on the Series 2018 Bond on and prior to the Bond Payment Dates thereof, and interest earned from such reinvestments not required for the payment of the Bond Payments may be paid over to the City, free and clear of any trust, lien or pledge.

[End of Article VII]

ARTICLE VIII – BOND ANTICIPATION NOTES

Section 8.01 Issuance of Bond Anticipation Note.

(a) There may be issued in anticipation of the Series 2018 Bond, at the discretion of the City Administrator, upon advice of the City's professional consultants, the Note, provided that it shall not be expressed to mature more than one year after its date of issue or more than five years after the enactment of this Ordinance.

(b) Upon a determination to issue the Note, the City irrevocably covenants and agrees to effect the issuance of the Series 2018 Bond, the issuance of which has been authorized herein, or, in the alternative, to refund or renew the outstanding Note in order that the proceeds thereof will be sufficient to provide for the retirement of the Note issued pursuant hereto. The issuance of the Series 2018 Bond or the refunding bond anticipation note shall be issued on an occasion prior to the maturity of the Note and in ample time that the proceeds of the Series 2018 Bond or the refunding bond anticipation note shall be available to effect the payment of the Note. In addition thereto, for the payment of the principal of and interest on the Note as the same shall fall due, the full faith, credit, and taxing power of the City shall be pledged.

(c) The proceeds derived from the sale of the Note issued pursuant to this Ordinance shall be paid to the City, deposited in a special fund, and shall be expended and made use of by the City to defray the cost of the Project or costs of issuance associated with the Note. Pending the use of proceeds of the Note, the same shall be invested and reinvested by the City in Authorized Investments. All earnings from such investments shall be applied, at the direction of the City Administrator, either: (1) to defray the costs of the Project; (2) to pay costs of issuance associated with the Note; or (3) to pay interest on the Note.

(d) Both the principal of and interest on the Note shall be exempt, in accordance with the provisions of Section 12-2-250 of the Code of Laws of South Carolina 1976, as amended, from all State, county, municipal, school district and all other taxes or assessments, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, or transfer taxes, but the interest on the Note may be included for certain franchise fees or taxes.

(e) The City Administrator shall be authorized to negotiate the sale of the Note to a financial institution(s) of his choice. In negotiating with such financial institution, City Administrator shall negotiate the sale of the Note on the terms the City Administrator determines to be most advantageous to the City. The Note shall be subject to optional redemption upon such terms as the City Administrator shall determine when negotiating the sale of the Note.

(f) The Note shall be in non-negotiable form, payable to the purchaser thereof, but subject to assignment by the named payee or any assignee thereof by an instrument in writing duly executed by the payee or any assignee of the payee, notice of which shall be given to the City.

(g) The Note shall be executed in the name of the City by the manual signature of an Authorized Officer, under the seal of the City, which shall be impressed or reproduced thereon, and attested by an Authorized Officer other than the person executing the Note. The Note shall be executed by the persons holding such offices when the Note is ready for delivery or is presented for transfer.

(h) The Note shall be issued in form substantially similar to that appearing in Exhibit B hereto.

[End of Article VIII]

ARTICLE IX – EXECUTION OF LOAN RESOLUTION AND OTHER DOCUMENTS

Section 9.01 Authorization and Execution of Rural Development Documents.

The Authorized Officers are hereby authorized, empowered and directed to execute, in the name of the City, any documents required by Rural Development in connection with the sale of the Series 2018 Bond, including but not limited to Form 1942-47: the Loan Agreement, Form 1942-9: the Loan Resolution Security Agreement, Form RD 400-4: the Assurance Agreement, and Form RD 400-1; the Equal Opportunity Agreement. To the extent any documents requested by Rural Development have already been executed by an Authorized Officer and provided to Rural Development, all such actions and documents are ratified, approved and confirmed.

Section 9.02 Other Documents and Actions.

In order to effect the issuance and delivery of the Series 2018 Bond and to give full effect to the intent and meaning of this Ordinance, the Authorized Officers are hereby authorized to execute and deliver such certificates, showings, instruments and agreements and to take such further action as the City Administrator shall deem necessary or desirable.

[End of Article IX]

ARTICLE X – MISCELLANEOUS

Section 10.01 Savings Clause.

If any one or more of the covenants or agreements provided in this Ordinance should be contrary to law, then such covenant or covenants or agreement or agreements shall be deemed severable from the remaining covenants and agreements, and shall in no way affect the validity of the other provisions of this Ordinance.

Section 10.02 Successors.

Whenever in this Ordinance the City is named or referred to, it shall be deemed to include any entity, which may succeed to the principal functions and powers of the City, and all the covenants and agreements contained in this Ordinance or by or on behalf of the City shall bind and inure to the benefit of said successor whether so expressed or not.

Section 10.03 Ordinance to Constitute Contract.

In consideration of the purchase and acceptance of the Series 2018 Bond by those who shall purchase and hold the same from time to time, the provisions of this Ordinance shall be deemed to be and shall constitute a contract between the City and the Holders from time to time of the Series 2018 Bond, and such provisions are covenants and agreements with such Holders which the City hereby determined to be necessary and desirable for the security and payment thereof. The pledge hereof and the provisions, covenants, and agreements herein set forth to be performed on behalf of the City shall be for the benefit, protection, and security of the Holder of the Series 2018 Bond.

Section 10.04 Filing of Copies of Ordinance.

Copies of this Ordinance shall be filed in the offices of the City Council and in the office of the Clerk of Court for Georgetown County (as a part of the Record of Proceedings for the Series 2018 Bond).

Section 10.05 Further Action by Officers of County.

The proper officers of the City are fully authorized and empowered to take the actions required to implement the provisions of this Ordinance and to furnish such certificates and other proofs as may be required of them. In the absence of any officer of the City Council herein authorized to take any act or make any decision, the City Administrator is hereby authorized to take any such act or make any such decision.

Section 10.06 Effective Date of Ordinance.

This Ordinance shall take effect upon its second reading and shall be forthwith codified in the Code of City Ordinances.

[End of Article X]

Done, Ratified and Enacted, this 19th day of April, 2018.

**CITY OF GEORGETOWN,
SOUTH CAROLINA**

(SEAL)

Mayor

Attest:

City Clerk
City of Georgetown, South Carolina

First Reading: March 15, 2018
Second Reading: April 19, 2018

Approved as to Form:

City Attorney

(Execution Page)

EXHIBIT A

[FORM OF BOND]

UNITED STATES OF AMERICA
 STATE OF SOUTH CAROLINA
 CITY OF GEORGETOWN
 GENERAL OBLIGATION BOND, SERIES 2018

No. 1

Registered Holder: United States of America, United States Department of Agriculture,
 Rural Development

Principal Amount: Two Million Dollars (\$2,000,000)

The City of Georgetown, South Carolina (the “**City**”), a public body corporate and politic and a political subdivision of the State of South Carolina (the “**State**”), created and existing by virtue of the laws of the State, acknowledges itself indebted and for value received hereby promises to pay, solely as hereinafter provided, to the Registered Holder named above or registered assigns, the Principal Amount stated above.

This Series 2018 Bond (this “**Bond**”) is issued in the principal amount of Two Million Dollars (\$2,000,000) for purposes authorized by and pursuant to and in accordance with the Constitution and statutes of the State, including particularly the provisions of Sections 5-21-210 through 5-21-500 and Section 11-27-40, Code of Laws of South Carolina 1976, as amended, and an ordinance duly enacted by the City Council of the City of Georgetown (the “**City Council**”), the governing body of the City, on April 19, 2018 (the “**Ordinance**”).

The principal and interest on this Bond shall be paid by way of an annual amortized payment in the amount of \$_____ (the “**Bond Payment**”) due and payable on _____ of each of the years 201_ through 20__, inclusive (the “**Bond Payment Dates**”). This Bond shall bear interest at the rate of _____ per centum (____%) per annum calculated on the basis of a 360 day year consisting of twelve 30 day months, from ____, 20__ and shall be paid by way of the Bond Payments to the person in whose name this Bond is registered at the close of business on the fifteenth day of the month next preceding each Bond Payment Date. The Bond Payments shall be payable by check or draft mailed at the times provided herein from the City to the person in whose name this Bond is registered at the address shown on the registration books. As long as this Bond is held by the United States of America, United States Department of Agriculture, Rural Development, the Bond Payments may be made through the United States Department of Agriculture - Rural Development’s Preauthorized Debit (PAD) payment process. The Bond Payments are payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

This Bond shall be subject to redemption prior to final maturity at any time for the balance of principal and interest due at that time and without payment of any redemption premium.

Certain capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Ordinance. Certified copies of the Ordinance are on file in the office of the Clerk of Court of Georgetown County and in the office of the City Council.

This Bond is payable from ad valorem property taxes levied and collected on all taxable property within the City. For the prompt payment of the Bond Payments as the same shall become due, the full faith, credit and taxing power of the City are irrevocably pledged.

This Bond and the interest hereon are exempt from all State, county, municipal, school district, and all other taxes or assessments of the State of South Carolina, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer, or certain franchise taxes.

This Bond is issued in the form of one (1) fully registered Bond and is transferable, as provided in the Ordinance, only upon the registration books of the City (acting through the City Clerk of the City), as Registrar (the “**Registrar**”) kept for that purpose at the offices of the Registrar by the registered Holder in person or by his duly authorized attorney upon, (i) surrender of this Bond together with a written instrument of transfer satisfactory to the Registrar duly executed by the registered holder or his duly authorized attorney, and (ii) payment of the charges, if any, prescribed in the Ordinance. Thereupon a new fully registered Bond of interest rate and like principal amount shall be issued to the transferee in exchange therefor as provided in the Ordinance. The City may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of the Bond Payment due hereon and for all other purposes.

For every exchange or transfer of this Bond, the City may make a charge sufficient to reimburse it for any tax, fee, or other governmental charge required to be paid with respect to such exchange or transfer.

It is hereby certified and recited that all acts, conditions, and things required to exist, happen, and to be performed precedent to and in the adoption of the Ordinance and in the issuance of this Bond in order to make the legal, valid, and binding general obligation of the City in accordance with its terms, do exist, have been done, have happened and have been performed in regular and due form as required by law; and that the issuance of this Bond does not exceed or violate any constitutional, statutory, or other limitation upon the amount of indebtedness prescribed by law.

IN WITNESS WHEREOF, THE CITY OF GEORGETOWN, SOUTH CAROLINA, has caused this Bond to be signed by the manual signature of its Mayor, attested by the manual signature of its City Clerk, and the seal of the City impressed hereon.

CITY OF GEORGETOWN, SOUTH CAROLINA

(SEAL)

By: _____
Its Mayor

ATTEST:

City Clerk

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

 the within bond and does hereby irrevocably constitute and appoint

 attorney to transfer the within bond on the books kept for registration thereof, with
 full power of substitution in the premises.

Dated: _____

 Signature

 (Authorized Officer)

 Notice: The signature to the assignment must
 correspond with the name of the
 registered owner as it appears upon the
 face of the within bond in every
 particular, without alteration or
 enlargement or any change whatever.

* * *

EXHIBIT B

UNITED STATES OF AMERICA
 STATE OF SOUTH CAROLINA
 CITY OF GEORGETOWN
 BOND ANTICIPATION NOTE, SERIES 20____
 ISSUED PURSUANT TO CHAPTER 17, TITLE 11,
 CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED

\$2,000,000

No. 1

CITY OF GEORGETOWN, SOUTH CAROLINA (the “**City**”) hereby acknowledges itself indebted, and for value received, promises to pay to _____ at its principal offices in _____, South Carolina, the sum of _____ Dollars (\$_____), one year from the date hereof, or on the occasion of the delivery of an issue of a bond anticipation note or the \$2,000,000 City of Georgetown, South Carolina General Obligation Bond, Series 2018 (the “**Series 2018 Bond**”), to pay interest on said principal sum, on the basis of a 360 day year, from the delivery date hereof, at the rate of _____ hundredths per centum (____%) per annum, payable upon the stated maturity or earlier redemption date of this Note.

If by reason of the issuance of a refunding bond anticipation note or the Series 2018 Bond in anticipation of which this Note is issued, on a date earlier than the stated maturity of this Note, this Note shall be redeemable upon payment of the principal amount due hereon, plus interest hereon to the redemption date, upon written notice of redemption to the payee hereof, ____ days prior to the date fixed for redemption.

Both the principal of and interest on this Note are payable in any coin or currency of the United States of America, which is, at the time of payment, legal tender for the payment of public and private debts.

This Note is issued by the City pursuant to the authorization of Chapter 17 of Title 11 of the Code of Laws of South Carolina 1976, as amended, and an ordinance duly enacted by the City Council of the City (hereinafter referred to as the “**Ordinance**”) on _____, 2018, in anticipation of the issuance of the Series 2018 Bond, to be issued by the City pursuant to the authority of Title 5, Chapter 21 of the Code of Laws of South Carolina 1976, as amended, as supplemented by Section 11-27-40 of the Code of Laws of South Carolina 1976, as amended. For the payment of the principal of and interest on this Note, there shall be irrevocably pledged a sufficient amount of the proceeds of a refunding bond anticipation note or the Series 2018 Bond sufficient to redeem this Note at maturity. In the event the proceeds of a refunding bond anticipation note or the Series 2018 Bond are not sufficient to pay the principal of and interest on this Note, there shall be levied ad valorem taxes within the City.

This Note is a non-negotiable instrument but may be assigned by the payee hereof, or any assignee of such payee, by an instrument in writing, duly executed by the payee or any assignee of the payee, notice of which shall be given to the City.

This Note and the interest hereon are exempt from all State, municipal, school, city and all other taxes or assessments of the State of South Carolina, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer or certain franchise taxes.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of South Carolina to exist, to happen, or to be performed precedent to or in the issuance of this Note, do exist, have happened and have been performed in regular and due time, form and manner, and that the City has irrevocably obligated itself to issue and sell prior to the stated maturity hereof, in the manner prescribed by law, a refunding bond anticipation note or the Series 2018 Bond, in anticipation of which this Note is issued.

IN WITNESS WHEREOF, the CITY OF GEORGETOWN, SOUTH CAROLINA, has caused this Note to be executed in its name by its Mayor, and attested to by its City Clerk, the Seal of the City is to be impressed hereon, and this Note shall be dated as of the ____ day of _____, 20__.

CITY OF GEORGETOWN, SOUTH CAROLINA

(SEAL)

By: _____
Its Mayor

ATTEST:

City Clerk

FORM OF ASSIGNMENT

(A form similar to this but not attached to the within Note may also be used)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto
_____ the within Note of the City of Georgetown, South Carolina.

Dated: _____, 20____



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

ACTION ITEM

DOC ID: 2491

Council Meeting Date:	19 April 2018
Department:	Finance
Issue Under Consideration:	Motion to Approve Auditing Services and Financial Statement Preparation to the firm of Green Finney, LLP for a Three (3) year engagement and approve payment in the first year of \$33,600.
Amount Requested:	\$33,600
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	• This proposal is a reduction to auditing fees of 8.5% or \$2,860. • The cost for auditing services will increase approximately 2% each year.
Points to Consider:	• The City requires an annual audit in accordance with auditing standards. • We received two (2) proposals. • Greene Finney, LLP was selected by an Evaluation Committee of five (5) members of City Staff.
Options:	Approve or Disapprove.
Staff Recommendation:	Approve.

Reviews:

Debra Bivens Completed 04/11/2018 2:22 PM
 Carey Smith Completed 04/11/2018 2:52 PM
 Ann U. Mercer Completed 04/12/2018 4:51 PM
 Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

1. 1 SUBMITTAL LISTING FINAL (PDF)
2. 2 GFH Proposal - FINAL (PDF)



CITY OF GEORGETOWN



SUBMITTAL LISTING - FINAL

PROJECT: Audit Services and Financial Statement Preparation - RFQ	DATE PROPOSAL RECEIVED: Tuesday, April 3, 2018 2.00 pm
	PLACE: 1134 N. Fraser Street

SIGNED:

Danella Howard
4-10-2018

COMPANY NAME	MAILING ADDRESS		COMMENTS:
MAULDIN & JENKINS LLC	508 HAMPTON STREET 1ST FLOOR COLUMBIA SC 29201	800.277.0050 MEDWARDS@MJCPA.COM	EVALUATION COMPLETE
GREEN FINNEY, LLP	211 EAST BUTLER ROAD, SUITE C-6 MAULDIN SC 29662	864.232.5204 LARRY@GFHLLP.COM	EVALUATION COMPLETE - COMMITTEE RECOMMENDATION

Attachment: 1 SUBMITTAL LISTING FINAL (2491 : Motion to Approve Auditing Services CPA Firm)



**PROPOSAL TO PROVIDE AUDIT SERVICES
AND FINANCIAL STATEMENT PREPARATION**

Prepared by:

GREENE FINNEY, LLP

Certified Public Accountants & Advisors

39 Farmfield Avenue
Charleston, SC 29407
843.735.5805

and

211 East Butler Road, Suite C-6
Mauldin, SC 29662
864.232.5204

Contact:

Larry Finney, Partner
larry@gfhllp.com

April 3, 2018



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

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Greene Finney, LLP

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

TRANSMITTAL LETTER

April 3, 2018

City of Georgetown
Attn: Purchasing – Proposal
Audit Services
1134 N. Fraser Street
Georgetown, SC 29440

To Whom It May Concern,

Thank you for allowing Greene Finney, LLP (“GF”) the opportunity to submit a proposal to provide financial statement preparation and audit services to the City of Georgetown, SC (the “City”) for the fiscal periods ending June 30, 2018 through 2020.

We understand the City requires an audit in accordance with auditing standards generally accepted in the USA and with government auditing standards issued by the Comptroller General of the USA. If a Single Audit is required, it will be performed in accordance with the above standards and the Uniform Grant Guidance. We are willing, able, and technically competent to perform all necessary services within the required timetables.

With a focus on serving local governments in South Carolina, GF is well qualified to serve the City, and we believe you will see that in this proposal. GF is a leader in serving local governments in South Carolina. We work efficiently and effectively to ensure that Councils, as well as management, receive complete, accurate and timely audited financial statements that they can use as they make decisions about their government. We also provide important verbal and written recommendations regarding compliance matters to help you improve your operations.

As government accounting, auditing, and financial reporting regulations continue to expand and grow in complexity, it is more important than ever to have a firm focused on serving local, South Carolina governments on your team.

The people authorized to make representations for GF are the five partners Larry Finney, Emily Sobczak, David Phillips, Ken Meadows, and Denise Eidson. Larry, David, Ken and Denise can be reached at 864-232-5204 and 211 East Butler Road, Suite C6, Mauldin, SC 29662. Emily can be reached at 843-735-5805 and 39 Farmfield Avenue, Charleston, SC 29407.

We believe GF is uniquely qualified to serve the City for the following reasons:

1. **GF focuses on local governments in South Carolina.** We currently provide audit and related services to more than 70 governments in South Carolina with revenues totaling over \$4 billion. Our 21 municipal clients in South Carolina have revenues totaling over \$700 million. Our municipal clients range from small municipalities such as Folly Beach and Sullivan’s Island to larger municipalities such as Spartanburg, Greenville, Mount Pleasant, and North Charleston.

GFHLLP.COM · INFO@GFHLLP.COM

GREENVILLE, SC
864.451.7381

MAULDIN, SC
864.232.5204

CHARLESTON, SC
843.735.5805

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ASHEVILLE, NC
828.771.0847

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2. **GF has extensive experience serving utilities in South Carolina.** We provide audit services to 10 municipalities with utility operations and five other utility providers with over \$120 million in annual revenues. The utilities include electricity, water, sewer and stormwater.
3. **GF staff is committed to South Carolina governments.** 24 of our professional staff are full time audit employees that are available to serve the City throughout the year. We encourage periodic meetings and phone calls to address the any issues as they arise throughout the year. GF has a low turnover rate among professional staff, which leads to positive continuity for our clients from year to year.
4. **GF has significant Single Audit and CAFR experience.** We perform approximately 30 Single Audits annually and help prepare approximately 20 CAFRs on an annual basis. All of our professional audit staff have Single Audit and CAFR experience.
5. **GF values and practices effective communication.** GF communicates clearly and consistently to members at all levels of our client's organization. From our initial meeting with finance staff to our presentation to Council, GF endeavors to ensure that the City is well informed throughout the year and any issues are immediately brought to the City's attention.
6. **GF offers outstanding client service.** We serve our clients beyond the audit.
 - a. We strive to stay up-to-date on concerns facing governments. We support government associations (MASC, MFOCTA, SCAMPS, the Municipal Elected Officials Institute and GFOASC) as members, sponsors, exhibitors, and speakers.
 - b. We host an annual continuing professional education conference that is free to our clients, offering a unique opportunity for our clients to network among government and financial peers in South Carolina.
 - c. Through conference seminars and email updates, we keep our clients informed on new GASBs and other matters which may impact them.

We hope you will see in this proposal that our focus on the municipal market, our commitment to excellence, and our loyalty to South Carolina municipalities helps set GF apart as a leading governmental audit firm in South Carolina. We would be honored to continue to partner with the City of Georgetown in its efforts to improve the City's services to its citizens.

Sincerely,



Larry Finney
Greene Finney, LLP



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

STATEMENT OF INDEPENDENCE

GF meets the independence standard of the GAO's Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities, and Functions (1988 Revision) by The Comptroller General of the United States.

GF has served as the external auditor for the City for the periods June 30, 2011 through June 30, 2017. GF does not have any employees who have relationships with City employees or elected officials of the City that would constitute a conflict of interest.

STATEMENT OF LICENSURE

GF is a properly licensed CPA firm in the state of South Carolina and all assigned key professional staff are properly licensed to practice in South Carolina.

FAMILY MEMBER LISTING

GF does not have any family members of Principal(s) of Consultant who are City employees or elected officials of the City.



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF QUALIFICATIONS AND EXPERIENCE

GF is a certified public accounting firm with offices in Mauldin, SC; Greenville, SC; Mount Pleasant, SC; Spartanburg, SC; and Asheville, NC. Established in 1996, GF focuses on two services:

1. Auditing, accounting, and consulting services to government and nonprofit organizations
2. Individual and corporate tax services, payroll services, and accounting services to businesses, governments and other organizations through our Back Office Support System (“BOSS”)

Our firm includes six partners, seven managers, four supervisors/seniors, ten professional staff, four BOSS staff and three administrative staff (31 people, 26 of which are professional staff and 24 of which are professional audit staff). The work for the City will be performed out of our Charleston office, where there are 6 professional audit staff members. GF will have an engagement partner, a manager, a supervisor/senior, and one to two professional staff assigned to the City audit. The City audit will also undergo a second review by a partner or manager not assigned to the audit.

***GF STAFF POSSESS MORE THAN 160 YEARS OF COMBINED EXPERIENCE
SERVING GOVERNMENTS***

When Boyd Greene and Larry Finney started GF in 1996, their strategy was to specialize in serving government and nonprofit organizations, and we continue that strategy today. From the beginning, GF has played many different roles within the government industry, in addition to providing audit and other services.

- **We are members** of various government organizations, including MASC, MFOCTA, SCAMPS, GFOA, GFOASC, GASB, and the AICPA Government Audit Quality Center (“GAQC”) among others.
- **We are exhibitors, sponsors and speakers** at conferences for government organizations including MASC, MFOCTA, SCAMPS, GFOASC and the Municipal Elected Officials Institute of Governments.
- **We are authors** of articles for government publications.

GF SERVES OVER 70 GOVERNMENTS IN SOUTH CAROLINA

GF is a leader in providing audit and consulting services to governments in South Carolina. With 24 professional audit staff in South Carolina, GF provides audit and other services to over 70 governments. GF has been providing services to governments in South Carolina for over 20 years.

GF QUALIFICATIONS AND EXPERIENCE (Continued)

GF currently provides services to:

- 6 state entities
- 4 counties
- 23 school districts and charter schools
- 22 special purpose districts
- 21 municipalities

GF also provides audit and other services to several nonprofits that are closely related to government entities and are accounted for as a government entity.

***GF AUDITS OVER \$60 MILLION IN UTILITY OPERATIONS AT 10
MUNICIPALITIES IN SC***

- ❖ **City of Anderson:** GF has provided audit services since 2008. City operations include water, sewer, and storm water utility operations with approximately \$20 million in annual revenues.
- ❖ **Town of Fort Mill:** GF has provided audit services since 2005. Town operations include water, sewer, and storm water utility operations with approximately \$9 million in annual revenues.
- ❖ **City of Pickens:** GF has provided audit services since 2011. City operations include water, sewer, and storm water utility operations with approximately \$3 million in annual revenues.
- ❖ **Town of Williamston:** GF has provided audit services since 2000. Town operations include water and sewer utility operations with approximately \$2 million in annual revenues.
- ❖ **City of Belton:** GF has provided audit services since 2013. City operations include water and sewer utility operations with approximately \$1.7 million in annual revenues.
- ❖ **City of Folly Beach:** GF has provided audit services since 2006. City operations include water and sewer utility operations with approximately \$1.9 million in annual revenues.
- ❖ **City of Georgetown:** GF has provided audit services since 2011. City operations include electricity, water, sewer, and storm water utility operations with approximately \$19 million in annual revenues.
- ❖ **Town of Sullivan's Island:** GF has provided audit services since 2006. Town operations include water and sewer utility operations with approximately \$2 million in annual revenues.
- ❖ **City of Mauldin:** GF has provided audit services for 10 years. City operations include sewer operations with approximately \$.9 million in annual revenues.
- ❖ **City of Simpsonville:** GF has provided audit services for 16 years. City operations include sewer operations with approximately \$1.6 million in annual revenues.

GF QUALIFICATIONS AND EXPERIENCE (Continued)

GF also provides audit services to both small and large municipalities that do not have utility operations, ranging in size from approximately \$4 million to \$132 million in annual revenues.

***GF AUDITS OVER \$60 MILLION IN UTILITY OPERATIONS AT 5 UTILITY
SPECIAL PURPOSE DISTRICTS***

- ❖ **Newberry County Water & Sewer Authority:** GF has provided audit services since 2000. Authority operations include water and sewer utility operations with approximately \$4.3 million in annual revenues.
- ❖ **Summerville CPW:** GF has provided audit services since 2012. CPW operations include water utility operations with approximately \$17 million in annual revenues.
- ❖ **Laurens CPW:** GF has provided audit services since 2011. CPW operations include water, sewer, electricity, and natural gas utility operations with approximately \$27 million in annual revenues.
- ❖ **Anderson Regional Joint Water System:** GF has provided audit services since 2013. System operations include water utility operations with approximately \$10.4 million in annual revenues.
- ❖ **Sandy Springs Water District:** GF has provided audit services since 2013. District operations include water utility operations with approximately \$3 million in annual revenues.
- ❖ **Berkeley County Water & Sanitation:** GF provided audit services for 10 years until FY 2015. The County decided to change auditors for FY 2016 because GF had been the auditor for 10 years. Operations include water, sewer, and solid waste utility operations with approximately \$53 million in annual revenues.

Please note that GF is also the auditor for the South Carolina Firefighters Association. The Association also asks us to visit between 25 and 40 fire departments each year to look at their 1% disbursements and their compliance with 1% guidelines. Therefore, we are very familiar with the 1% monies and can assist the City in ensuring compliance with those guidelines.

**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF QUALIFICATIONS AND EXPERIENCE (Continued)

Additional Services

GF provides a full range of services—beyond the financial audit—based on the needs and requests of our clients.

CLIENT	SERVICES	GF TEAM
Approximately 8-12 clients annually	Procurement examinations to determine compliance with procurement codes and policies	Every partner, manager and supervisor/senior
Newberry County Water & Sewer Authority	Assistance with multi-year projections; assistance with establishing a rate stabilization fund	Larry Finney, Kevin Tomas, Aaron Seigler
Berkeley County Water & Sanitation	Reviewed capital projects over multiple years; compared actual costs and scope of work to what was approved by County Council; DHEC compliance agreed upon procedures	Larry Finney, Emily Sobczak, Brian McCall and Mike Downing
Anderson County	Analysis of zero based budgeting being implemented at the County; internal control reviews for various operations; analysis of decentralized EMS operational costs	Larry Finney, Ken Meadows, Keith Campbell, Kevin Tomas
Various Special Purpose Districts (Boiling Springs Fire District was the latest)	Budget analysis and preparation assistance; help with multi-year projections and debt analysis in preparation for going before County Council	David Phillips, Larry Finney
Numerous clients	Addressing IRS issues, particularly payroll tax issues	Denise Eidson
Folly Beach, Williamston, Newberry County Water & Sewer Authority	Revenue, billing and rate analysis for utility operations	Larry Finney, Keith Campbell, Emily Sobczak, Kevin Tomas, Brian McCall
Various clients	Implementation of GASB standards, particularly 34, 45, 54, 68-71	Partners and Managers
Various clients and nonclients	All aspects of fraud investigations	Larry Finney, David Phillips, Keith Campbell, Kevin Tomas and other staff
Rock Hill School District, Berkeley County School District, Town of Mount Pleasant, Greenwood County, City of Greenville, Charleston County Parks and Recreation and other clients	Various internal audit types of projects including surprise payrolls, payroll and human resource risk assessments and testing, cash receipt and bank reconciliation testing, credit card policies and procedures evaluation and testing, billing system evaluation and testing.	Larry Finney, Emily Sobczak, Keith Campbell, Kevin Tomas, and other staff



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF QUALIFICATIONS AND EXPERIENCE (Continued)

Government Audit Standards and Single Audit Experience

GF has extensive experience with Generally Accepted Government Audit Standards (“GAGAS”) and the Single Audit. **GF is a member of the American Institute of Certified Public Accountants’ (“AICPA”) Government Audit Quality Center (“GAQC”).** The GAQC provides regular updates on changes on governmental auditing. They also provide regular continuing education updates on GAGAS and the Single Audit. GF uses the GAQC updates during our internal GF training. GF provides at least 40 hours of training to our staff each year. Most of that training is focused on governmental accounting and auditing, including the Single Audit.

GF performs Single Audit services for approximately 30 clients each year, representing hundreds of millions of dollars in federal grants. Almost all of our larger municipalities, most of our school district and county clients, and some of our utility clients require a Single Audit annually. These Single Audits involve many different state and federal programs including USDA infrastructure loans, community development, and more. Due to our focus on servicing governments, GF has performed hundreds of Single Audits over the last 20 years.

Due to the amount of Single Audit services we provide each year, GF established a Single Audit committee several years ago. This committee’s responsibility is to ensure all GF audit staff stay up to date on our Single Audit regulations and that our GF policies, procedures and practices ensure we are in compliance with GAGAS.

Our mission is to be the CPA firm in South Carolina best known for providing quality auditing, accounting, and consulting services to government and not-for-profit organizations.

Municipalities comprise a large part of our business, and we would like to help the City continue to accomplish its vision and mission. The best way for us to reach our goal is to provide quality services that meet or exceed the expectations of the City of Georgetown.

GF FREE Client Training

Due to GF’s extensive government audit and consulting experience, we provide the following:

- A one-day governmental and nonprofit accounting, auditing, and financial reporting conference that is free for clients
- Periodic emailed updates regarding the impact of significant changes in standards and regulations



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF QUALIFICATIONS AND EXPERIENCE (Continued)

Comprehensive Annual Financial Report Experience

GF has extensive experience preparing Comprehensive Annual Financial Reports (“CAFR”). All of our professional staff have experience in preparing CAFRs. We currently help prepare 19 CAFRs annually:

- Nine municipal clients prepare CAFRs
- Two county clients prepare CAFRs
- Eight school district clients prepare CAFRs

***GF HELPS PREPARE 19 CAFRs ANNUALLY AND HAS A 100% SUCCESS
RATE, EVEN WITH FIRST ATTEMPTS***

GF has the knowledge and experience to help the City successfully prepare their CAFR and receive the Award for Excellence in Financial Reporting from the GFOA.

GF Commitment to Excellence

GF has participated in the AICPA peer review program since its founding. Each peer review report received by our firm has been the best possible report with no comments. A copy of our 2014 Peer Review is included in this proposal. Our 2017 peer review report has been completed but we are waiting on formal approval from the oversight agency before we can release.

ALL PEER REVIEW REPORTS = BEST RESULTS POSSIBLE

Attachment: GFH Proposal - FINAL (2491 : Motion to Approve Auditing Services CPA Firm)



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE

GF will have four to five people working on the audit of the City; Emily Sobczak will serve as Partner, Brian McCall will serve as Manager, Tyler Uldrick or Matthew Campbell will serve as Senior, as well as one to two professional staff. The resumes of Emily, Brian, Tyler, and Matthew are included at the end of this proposal.

Role of the Engagement Partner

The Engagement Partner will be on site prior to fieldwork for planning meetings with the City, during fieldwork if issues need to be addressed, toward the end of fieldwork to review the audit workpapers, and then after fieldwork is completed to review the financial statements, management letter, and our presentation with the City staff members. The Partner or Manager will make the audit presentation to the Board (usually the Partner unless there is a conflict).

Role of the Manager

The manager will be on-site prior to fieldwork for planning meetings with the City. The manager will provide oversight to GF staff, help perform audit work, review audit workpapers, help with the preparation of the financial statements and management letter, and assist with issues, if they arise. After fieldwork is completed, the manager will review the financial statements, management letter, and the presentation for the City staff members.

GF Practice and Staff Continuity

Our practice is to maintain the same staff on an engagement from year to year (please ask our references about this). This is beneficial not only to the City, but also to us. We have numerous other professional staff, all of whom are experienced in providing audit services to governments. If any one of our employees were to leave our firm, we would have another professional who is familiar with government auditing and accounting who can replace them. Our staff receive continuing professional education through GF in-house training (almost all of which is related to governmental accounting, auditing, and financial reporting) or outside nonprofit and governmental accounting, auditing, and financial reporting classes provided by the AICPA, GAQC, and SCACPA.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

EMILY SOBCZAK, Partner, CPA

Emily joined GF in 2011 after working in Atlanta for six years in public accounting. She has twelve years of public accounting experience, primarily providing audit and other services to school districts, governments, and nonprofit entities. Emily is licensed to practice as a CPA in South Carolina.



Emily has served on numerous government audit and consulting projects in South Carolina, including:

- **Town of Mount Pleasant, City of North Charleston, City of Isle of Palms, Town of Sullivan's Island, Town of Kiawah Island, Town of Moncks Corner, City of Folly Beach, Town of Surfside Beach, and City of Georgetown**
- Charleston County School District, Dorchester County School District 2, Berkeley County School District, Lexington County School District 1, Orangeburg County School District 4, and Florence County School District 4
- Berkeley County and York County
- Special Purpose Districts: Berkeley County Water & Sanitation, Charleston County Park and Recreation Commission, and Summerville Commissioners of Public Works
- Municipal Association of SC and the SC Association of Municipal Power Systems
- Other government agencies and nonprofits including the SC Governor's Office, Palmetto Railways, and the Charleston Area Regional Transportation Authority

Emily's work with school districts involves performing numerous Single Audits. Additionally, Emily chairs GF&H's Single Audit Committee, which ensures GF's compliance and implementation of changes in accordance with Single Audit standards and Uniform Grant Guidance.

In addition to attending outside conferences and seminars, Emily receives approximately 5-6 days of in-house government accounting and auditing continuing professional education training each year. In the last three years, Emily has taught and or attended the continuing professional education courses that included approximately 70 hours of governmental accounting, auditing and financial reporting education. These courses are listed on Emily's resume in the Appendix of this proposal.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

BRIAN McCALL, Manager

Brian is a manager with GF and has seven years of financial auditing experience. As the engagement manager for the audit of the District, Brian would manage the daily on-site work.

Brian has served numerous governments and similar entities, including:

- **City of North Charleston, City of Folly Beach, Town of Moncks Corner, and Town of Kiawah Island**
- Charleston County School District, Dorchester County School District 2, Berkeley County School District, Orangeburg County School District 4, and Lexington County School District 1
- Berkeley County
- Berkeley County Water & Sanitation, Charleston County Park and Recreation Commission, and Summerville Commissioners of Public Works
- The SC Governor's Office, Palmetto Railways, SC Department of Disabilities and Special Needs, the Municipal Association of South Carolina, and the South Carolina Association of Municipal Power Systems



Brian is one of our technology leaders and helps ensure that we are efficient and effective in the performance and completion of our audits. Brian has extensive auditing, consulting, and Single Audit experience.

In addition to external courses, Brian receives approximately 5-6 days of in-house government accounting and auditing continuing professional education training each year. Brian's CPE for the last three years included approximately 70 hours of governmental accounting, auditing, and financial reporting education. The titles of these courses are listed on Brian's resume in the Appendix of this proposal.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

TYLER ULDRICK, Senior

Tyler began working for GF in 2013. Tyler has extensive experience with auditing school district, governmental, and nonprofit entities and providing Single Audit assistance. As the engagement senior for the audit of the District, he would supervise the daily on-site work.



Tyler has served numerous governments and similar entities, including:

- **City of North Charleston, Town of Surfside Beach, City of Isle Palms, City of Folly Beach, Town of Sullivan's Island, and City of Georgetown**
- Lexington County School District 1, Orangeburg County School District 4, Charleston County School District, Dorchester County School District 2, Berkeley County School District, and Florence County School District 4
- Berkeley County, York County, and Anderson County
- Charleston County Park and Recreation Commission and the SC Conservation Bank

Tyler receives government and nonprofit accounting and auditing continuing professional education training each year. Tyler's CPE for the last three years included approximately 70 hours of governmental accounting, auditing, and financial reporting education. A list of these courses is on Tyler's resume in the Appendix of this proposal.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

MATTHEW CAMPBELL, Senior

Matthew began working for GF in 2016. Matthew has extensive experience with auditing school district, governmental, and nonprofit entities and providing Single Audit assistance. As the engagement senior for the audit of the District, he would supervise the daily on-site work.



Matthew work with clients has included:

- **City of Folly Beach, City of Georgetown, City of Lake City, City of North Charleston, Town of Kiawah Island, Town of Moncks Corner, Town of Mt. Pleasant, Town of Sullivan's Island, Town of Surfside Beach**
- Berkeley Co. School District, Dorchester Co. School District 2, Florence Co. School District 4, Lexington Co. School District 1, Orangeburg Co. School District 4
- Dorchester County
- Beaufort Co. Open Land Trust, Charleston Co. Park and Recreation Commission, East Cooper Land Trust, Edisto Island Open Land Trust, Keystone Substance Abuse Services, Lord Berkeley Conservation Trust, Palmetto Project, Palmetto Railways, Rushland Community Association, South Carolina First Steps
- GSP Transportation, SC State Firefighters' Association, St. John's Fire District, Summerville Commissioners of Public Works, York County Library

Matthew receives government and nonprofit accounting and auditing continuing professional education training each year. Matthew's CPE since joining GF included hours of governmental accounting, auditing, and financial reporting education. A list of these courses is on Matthew's resume in the Appendix of this proposal.

Resumes for Engagement Staff members can be found in the Appendix.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

Larry Finney, Audit Partner, CPA (Mauldin Office)



Larry is a founding partner of GF (in 1996) and has been providing auditing and consulting services to governments for over 30 years. Larry graduated from the University of Illinois in 1982 with a BS in Accountancy. Larry is licensed to practice as a CPA in the State of South Carolina. Larry's background includes nine years of experience with international public accounting firms and five years of experience as a Chief Financial Officer. Larry has been the engagement partner in well over 100 government and utility audits. His involvement includes numerous advisory projects with governments, including internal controls, financial turn-around, fraud investigations, and GASB implementations

David Phillips, Audit Partner, CPA (Mauldin Office)



David joined GF in early 2003 after working in private industry and for Ernst & Young in Greenville, SC. David graduated from the Clemson University in 1989 with a BS in Financial Management and minors in accounting and computer science. David is licensed to practice as CPA in South Carolina.

David is our partner responsible for technical issues and, due to his varied background, can bring this technical understanding to assist the City with GASB technical issues. He has developed excellent relationships with people at the Government Audit Quality Center ("GAQC") of the AICPA, GASB, and the GFOA. David has also done extensive research for clients on financial reporting matters to ensure compliance with GASB and GFOA. Our firm is a member of the GAQC and GFOA, and David is the firm contact with these organizations.



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

In addition to the City of Georgetown, municipalities we have audited out of the Charleston office in the last five years include:

Town of Mount Pleasant, SC– CAFR issued and GFOA award received

Contact: Marcy Cotov, Chief Financial Officer
 Phone: (843) 884-8517
 Email: mcotov@tompsc.com

Scope: Annual audit in accordance with generally accepted auditing standards, government auditing standards, and the compliance requirements of the Single Audit Act, and various internal audit projects including payroll and HR assessment and evidence room visits

Years serviced: 2005 - Present
 Annual General Fund Operating Budget: \$70 million

City of Folly Beach, SC

Contact: Lee Gessner, Director of Finance
 Phone: (843) 513-1840
 Email: lgessner@cityoffollybeach.com

Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards

Years serviced: 2007 – Present
 Annual General Fund Operating Budget: \$5 million

City of North Charleston, SC– CAFR issued and GFOA award received

Contact: Warren Newton, Finance Director
 Phone: (864) 847-7473
 Email: wnewton@northcharleston.org

Scope: Annual audit in accordance with generally accepted auditing standards, government auditing standards, and the compliance requirements of the Single Audit Act

Comments: Includes Coliseum
 Years serviced: 2009 - Present
 Annual General Fund Operating Budget: \$111 million

Town of Surfside Beach, SC – CAFR issued and GFOA award received

Contact: Diana King, Director of Finance
 Phone: (843) 913-6111 x.336
 Email: dking@surfsidebeach.org

Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards

Years serviced: 2015 – Present
 Annual General Fund Operating Budget: \$7 million

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES (Continued)

Town of Sullivan's Island, SC

Contact: Jason Blanton, Comptroller
 Phone: (843) 883-5751
 Email: jblanton@sullivansisland-sc.com
 Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards
 Years serviced: 2009 – Present
 Annual General Fund Operating Budget: \$5 million

City of Isle of Palms, SC

Contact: Debbie Suggs, City Treasurer
 Phone: (843) 886-6428
 Email: dsuggs@iop.net
 Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards
 Years serviced: 2005 – 2015
 Annual General Fund Operating Budget: \$9 million

Town of Moncks Corner, SC

Contact: Marilyn Baker, Clerk-Treasurer
 Phone: (843) 719-7906
 Email: marilyn.baker@twm-mc.com
 Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards
 Years serviced: 2014 – Present
 Annual General Fund Operating Budget: \$7 million

Town of Kiawah Island, SC – CAFR issued and GFOA award received

Contact: Dorota Szubert, Town Treasurer
 Phone: (843) 768-9166
 Email: dszubert@kiawahisland.org
 Scope: Annual audit in accordance with generally accepted auditing standards and government auditing standards
 Years serviced: 2015 – Present
 Annual General Fund Operating Budget: \$5 million

Charleston County Park and Recreation Commission

Contact: Charlie McManus, CFO
 Phone: 843.323.6027
 Scope: Annual audit in accordance with generally accepted government auditing standards
 Years Serviced: 2012 - Present
 Total Hours: 400
 Partner: Emily Sobczak



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES (Continued)

Please note that we have included all municipalities we audit out of our Charleston office as references. In addition, we have also provided auditing services to the following municipalities out of our Mauldin office during the last 5 years: City of Anderson, City of Belton, Town of Clover, City of Easley, Town of Fort Mill, City of Greenville, City of Greenwood, City of Greer, City of Hendersonville, NC, City of Liberty, Town of Lyman, City of Mauldin, City of Pickens, City of Simpsonville, City of Spartanburg, Town of Williamston, City of Woodruff, and the City of York. We have also provided audit services to Greenville County Recreation Commission within the last five years. If you would like more information, we will be glad to provide it.

GF AUDIT APPROACH

At GF, we apply a risk based approach to our audits. We believe the key factors in providing effective and efficient audit service to the City and Association are 1) proper planning, 2) gaining an understanding of the unique aspects of the City's operations, 3) developing an audit program that accomplishes the identified audit objectives, and 4) effectively responding to issues as they arise during the audit. **We believe our focus on risk leads to more effective and efficient audits.**

Our practice is to combine on-site work and remote work. In our initial meetings we will talk with the City and determine what combination of in-site versus remote work will work best for the City.

GF's usual practice is to divide the audit into three sections:

1. PLANNING AND INTERIM FIELDWORK
2. YEAR END AUDIT FIELDWORK
3. REVIEW, MEETINGS AND PRESENTATION

The table below provides the details of each section.

Planning and Interim Fieldwork	Initial meetings with City staff to discuss changes in operations, the planned timetable, expected financial results, questions or issues that have not been addressed earlier in the year, schedules and information to be provided by the City, and various other matters.	We will plan on performing our interim work in the May through early July time period and will coordinate timing with the City.
	Obtain and review documents such as debt issuances, leases, significant contracts, third party monitoring reports, financial, management information system and operating manuals, organization charts, and budgets. Note that many of these documents will only need to be provided the first year unless changes are made.	
	Obtain the most recent interim financial statements. Perform analytical reviews compared to the prior year and budget. Inquire of City finance staff regarding any unexpected results.	
	Review Council meeting minutes, including any committee meeting minutes.	
	Based on our review of internal control processes and procedures and inquiry of the City, we will gain an understanding of the City's significant processes and procedures. We will then perform walk-throughs of the significant processes and determine if we can test and rely on any controls to reduce our substantive testing.	
	Obtain a preliminary schedule of expenditures of federal awards to determine the likely need for a Single Audit	
	Initial meetings with the Mayor and potentially other Council members to discuss questions or concerns they have, to make inquiries of them regarding fraud and to ensure they understand the limitations of a financial statement audit.	
	GF team meeting to assess risk, determine the need for sending confirmations, develop audit programs and prepare the list of schedules and information needed from the City at year end.	
	Internal meeting to assess risk and determine final fieldwork procedures	
	Meet with City Staff to discuss interim results and information needed for year end	

**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF AUDIT APPROACH (Continued)

Final Audit Fieldwork	Meet with City Staff to discuss year-end updates and obtain a final trial balance.	Whenever the City has the trial balance closed out. Based on the RFP we would expect to be at the City in October.
	Perform analytical reviews of the year end trial balance amounts compared to the prior year, the budget and other available information to identify new risks and to identify potential changes to audit programs that could increase or decrease the need for substantive work.	
	Internal GF team meeting to discuss any potential changes to the audit procedures based on any new information from the City and the results of the initial year end analytical review.	
	Obtain the final schedule of expenditures of federal awards and determine if a Single Audit is required. If preliminary work was performed, ensure the initial programs selected will still provide enough coverage. Complete the remaining Single Audit compliance testing.	
	Perform tests to determine that the following balance sheet accounts are accurate, complete, properly restricted if necessary, and properly classified; cash and investments, receivables and the corresponding allowances, capital assets and the corresponding depreciation, deferrals inflows and outflows, payables and accruals, debt and compensated absences, pension liability, and fund balances/net position.	
	Perform analytical review of revenue and expenditure accounts in addition to substantive testing as determined necessary (for example, confirmation of property tax revenue). In addition to comparison to the prior year and budget, we will identify any external third-party information we can utilize as well as additional internal City information. We will also test the expenditures and allocation of the Schedule of Municipal Fines, Assessments and Surcharges.	
	Progress meetings with City staff as needed and desired by the City and GF. Our practice is to discuss with appropriate City staff any potential verbal or written findings and recommendations during fieldwork.	
	The Supervisor/Senior, Manager and Partner will review workpapers after the audit sections have been completed.	
	Complete year end general procedures such as identifying any remaining commitments, contingencies and subsequent events, sending any attorney letters needed, and summarizing proposed audit adjustments.	
	Obtain and review draft of CAFR financials and notes from the City and prepare drafts of Management Letter, Opinion, and Power Point presentation	
Review, Meetings and Presentation	Meet at the end of final fieldwork to discuss open items, review any potential verbal or written findings and recommendations, and discuss the planned timetable for remaining work	After completion of fieldwork
	Finish review of any remaining audit sections not yet reviewed.	
	Complete remaining general procedures and obtain the management representation letter from the City.	
	City Finance and GF review drafts of all deliverables and then meet to discuss changes.	
	Meet with City management and then Council Chair, as needed	
	Finalize the CAFR, Management Letter and Power Point presentation.	
	Presentation to Council	
	Preparation of Data Collection Form, if City required a Single Audit	



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF AUDIT APPROACH (Continued)

Hours by Audit Section

The planned amount of time for each section of the annual audit is as follows:

	Partner	Manager	Supervisor/Senior	Staff
Planning and Interim Fieldwork	10	15	40	40
Year-end Audit Fieldwork	20	25	100	110
Review, Meetings and Presentation	15	15	10	0
Totals:	45	55	150	150

The Single Audit

GF performs over 30 Single Audits on annual basis. We are extremely familiar with the Uniform Guidance (2 CFR 200) and the requirements therein. We understand our responsibility to:

- Identify clusters and programs in determining Type A programs/clusters
- Evaluate whether the programs/cluster are high risk
- Determine whether the City would be considered a low risk auditee
- Ensure that the 40% or 20% thresholds are met based on whether or not the City is a low risk auditee

If the City qualifies to have a Single Audit, GF will ensure compliance with the Uniform Guidance in performing the Single Audit. GF has been through a site visit from an Inspector General's office and many desk reviews, all with great results.

Sampling Techniques and the Extent to Which Statistical Sampling May Be Used in the Engagement

Our general practice is to utilize sampling extensively in the performance of our audits. Whenever our testing involves a large population of transactions, we utilize sampling techniques. We test the detail transactions of specific balance sheet accounts, the detail transactions of revenue and expenditures accounts, internal controls and procedures, and compliance with laws, contracts, and regulations. The AICPA, Auditing Standards Board, and the OMB provide guidance for audit sampling to use in the Single Audit.

GF AUDIT APPROACH (Continued)

The Extent of the Use of EDP Software in the Engagement

During the planning and interim work section of our audit, we will obtain an understanding of the City's management information systems, perform our risk assessment, and develop our planned audit procedures. All of our staff are experienced in utilizing electronic software in performing audit procedures. There are many potential procedures for the use of EDP software as well as Excel. Some examples of potential procedures for which we may extract and analyze the City's data include:

- Comparing employee and vendor addresses to look for matching or unusual addresses
- Extracting vendor transaction data and organizing vendors by total dollar value of annual transactions
- Analyzing general ledger account data
- Extracting purchasing transaction data to look for split purchases to avoid procurement regulations

We also utilize our paperless engagement software to download the City's trial balance and efficiently tie our audited trial balance to the City's amounts and balances in the CAFR.

Type and Extent of Analytical Procedures that may be Used in the Engagement

Analytical procedures can be the most efficient and effective way to audit many different accounts and balances. As a result, GF uses analytic procedures extensively in our audits, especially in the case of revenues and expenses where a predictable estimate can be determined as well as in less material balance sheet accounts.

Analytical procedures involve developing an expectation of what an amount or balance should be and then comparing the actual result to the expectation. That expectation can be:

- The prior year(s) balance(s) adjusted for any expected changes
- The current year budget as revised
- The relationships between accounts (for example, the retirement expense balance compared to salaries)
- Internal City nonfinancial information (for example, the change in personnel from human resources or the number of business licenses issued)
- External third-party information

When a significant difference between the expected amount and the actual amount is detected, GF will perform additional substantive testing.

GF AUDIT APPROACH (Continued)

Understanding and Documenting the City's Internal Control

There are three elements of risk that must be evaluated in order to allow an auditor to reduce the risk of material misstatement to an acceptable level in order to issue an unmodified opinion: 1) inherent risk of the entity being audited, 2) control risk (the quality of the entity's internal controls), and 3) detection risk (the audit procedures performed). Therefore, the City's internal controls and the auditor's assessment of those controls are very important.

The Committee of Sponsoring Organizations ("COSO") is a leader in the area of developing and implementing internal controls for all organizations. COSO describes five important elements of internal controls, all of which must be evaluated in order to be effective (not only to prevent errors, abuse, and fraud, but also to detect errors and fraud when they do occur):

1. The control environment
2. Risk assessment
3. Control activities
4. Information and communication
5. Monitoring activities

In gaining, documenting, and evaluating the City's internal controls, and testing them where considered necessary, we consider all five elements. There are two important aspects to our evaluation of the City's internal controls. First, are the City's internal controls **designed** efficiently and effectively? Second, are the City's internal controls **operating** efficiently and effectively?

Auditing standards require that we gain an understanding of the City's internal controls and verify that understanding. To evaluate the design of the City's internal controls, we will obtain and review the City's financial operating manual that describes the City's financial processes, procedures, and controls. Based on our review, we will identify the significant processes and verify that the internal controls for those processes are operating as they were designed. At GF, we perform a walk-through of each significant process by selecting a transaction and "walking" it through the process. We document each walk-through by preparing a written narrative of the details that walk-through.

It is also important to note that there is no perfect internal control system, as the cost would be prohibitive. Therefore, any internal control system involves a certain level of trust of employees. We believe it is important to remind our clients, including governing body members, of this fact.

GF AUDIT APPROACH (Continued)

Determining Laws and Regulations that will be Subject to Audit Testwork

GF will use several procedures to determine which laws and regulations apply to our audit testwork. GF will:

- Inquire of the City staff regarding policies and procedures regarding compliance with federal and state laws and regulations and determine whether they are aware of any noncompliance
- Obtain and review the various contracts, debt documents, monitoring reports, and other documents
- Obtain and review a schedule of expenditures of federal awards to determine if the City will require a Single Audit, and, if required, perform the Single Audit
- Obtain and test the state required schedule of fines, assessments, and surcharges
- Plan and perform audit procedures to test for compliance with laws and regulations (for example, the timely and accurate filing of 941s and SC retirement reports)

Drawing Audit Samples for Purposes of Tests of Compliance

The authoritative auditing standards guidance for drawing audit samples for tests of compliance is general in nature and leaves much of the decisions to the auditors' professional judgement. Our practice is to follow the guidance that is provided, which focuses on the ensuring that we properly **plan** (ensure a proper and complete population from which to select the sample), **select** (a proper sample size and items such that the sample is representative of the population), and **evaluate** the results (which includes project the sampling results to the entire population).

For the test of controls for compliance, we will select a sample from the entire population. For substantive testing, we may identify either individually significant items (items that are above a certain dollar threshold) or unusual items. If there are individually significant items or unusual items that will be tested separately, we will take these items out of the population before selecting our sample.

The Guidance also discusses the various methods of selecting samples. We may utilize either statistical or non-statistical sampling, depending on the objectives, the population, and other factors. No matter which method we utilize, we generally select our samples either **randomly** (this provides each item in the population an equal chance of being selected) or **haphazardly** (it is important under this method to not have a conscious bias).

GF uses forms to help us with our planning, selection, and evaluation of our sampling.



**PROPOSAL TO PROVIDE
AUDIT SERVICES AND FINANCIAL
STATEMENT PREPARATION**

GF AUDIT APPROACH (Continued)

Assistance with Implementation of GASBs

GF will not only keep the City up to date on upcoming GASBs but will be glad to assist the City in the implementation of GASBs and other standards as necessary. Additionally, GF will make the City aware of upcoming GASBs ahead of implementation. Our conferences also include updates on GASBs and other standards as they are issued.

Release of Financial Data to Third Parties

Auditing standards require that GF be made aware of any planned release of our opinion and audited financial statements or when we are being referenced as the auditors for debt issuances or other similar uses of our opinions. We will review the document being issued (an official statement for example) to ensure the information is the document is consistent with the audited financial statements if a consent or comfort letter is being issued.

GF's Approach to Improving the City's Accounting Procedures, Internal Controls and Related Areas

Our practice is to maintain a list of recommendations for helping the City improve its processes and procedures to become more efficient and effective. We will review these recommendations with appropriate City staff during the audit and at progress meetings. Many of these recommendations tend to be minor brainstorming ideas for the City to consider. We will review them again with City staff at the exit conference, and if any recommendations are significant enough to necessitate a written response, we will discuss it with City staff and include them in the management letter. Any recommendations in the management letter will include a response from the City.

A. Creig Odom, CPA, PA
Five Office Way, Second Floor
PO Box 6098
Hilton Head Island, SC 29938
Telephone (843) 842-4021
Fax (843) 842-6629

System Review Report

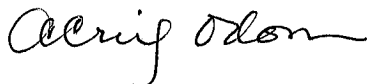
June 19, 2014

To the firm of
Greene, Finney & Horton, LLP
And the Peer Review Committee of the
South Carolina Association of Certified Public Accountants

I have reviewed the system of quality control for the accounting and auditing practice of Greene, Finney & Horton, LLP (the firm) in effect for the year ended May 31, 2014. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for the review included an engagement performed under *Governmental Auditing Standards* and an audit of an employee benefit plan.

In my opinion, the system of quality control for the accounting and auditing practice of Greene, Finney & Horton, LLP, in effect for the year ended May 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Greene, Finney & Horton, LLP has received a peer review rating of *pass*.



A. Creig Odom, CPA, PA

Attachment: GFH Proposal - FINAL (2491 : Motion to Approve Auditing Services CPA Firm)

EMILY SOBCZAK, CPA

Email | emily@gfhllp.com
Phone | 843.735.5805

Education

Master of Accountancy	University of Georgia	2005
BBA in Accounting	University of Georgia	2004

Work Experience

Greene, Finney & Horton, LLP	Partner	2011-Present
- Auditing, accounting, and consulting services to government and nonprofit organizations - Individual and corporate tax services, payroll services, and accounting services to businesses, governments and other organizations through our Back Office Support System ("BOSS")		
Mauldin & Jenkins, LLC	Manager	2007-2011
CPA firm with a focus on providing audit services to local governments.		
KPMG, LLC	Senior Associate	2005-2007
University of Georgia	Graduate Teaching Assistant	2004-2005

Continuing Professional Education (since 2015)		Total Credit Hrs.
2018	Reviewing 2017, Planning for 2018, and Not-for-Profit Updates	8
2017	Preparing for Final Fieldwork Financial & Legal Update 2016 Year in Review and Look Forward to 2017 Improving Audit Quality Interim Procedures: Setting Us Up for Successful Year-End Audit Work	40
2016	Year in Review and GFOA Annual Governmental GAAP Update CAFRs, 401Ks, and Governmental GAAP Single Audit, Accounting for Debt, and Audit Changes for 2016 Financial and Legal Update Conference 2016 South Carolina Department of Education Audit Update Auditing and Accounting Update; Internal Review Results	45
2015	2014 In Review and Preparation for 2015 ProSystem FX Engagement Fund Reporting Training Government, Nonprofit, Business, Financial, and Legal Update Conference Pensions, Procurement, Presentations, Profit, etc. Smorgasbord of Accounting & Auditing	38

BRIAN McCALL

Email | brian@gfhllp.com
Phone | 843.735.5805

Education

BS in Accounting	North Greenville University	2008
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Work Experience

Greene, Finney & Horton, LLP	Manager	2008-Present
- Auditing, accounting, and consulting services to government and nonprofit organizations - Individual and corporate tax services, payroll services, and accounting services to businesses, governments and other organizations through our Back Office Support System ("BOSS")		
Gary Wheeler, CPA, PC	Intern	2008
CPA firm specializing in personal, business, and corporate taxes, auditing, accounting, and consulting.		

Continuing Professional Education (since 2015)	Total Credit Hrs.
2018 Reviewing 2017, Planning for 2018, and Not-for-Profit Updates	8
2017 Preparing for Final Fieldwork Financial & Legal Update 2016 Year in Review and Look Forward to 2017 Improving Audit Quality Interim Procedures: Setting Us Up for Successful Year-End Audit Work	40
2016 Year in Review and GFOA Annual Governmental GAAP Update CAFRs, 401Ks, and Governmental GAAP Single Audit, Accounting for Debt, and Audit Changes for 2016 Financial and Legal Update Conference 2016 South Carolina Department of Education Audit Update Auditing and Accounting Update; Internal Review Results	44.5
2015 2014 In Review and Preparation for 2015 ProSystem FX Engagement Fund Reporting Training Government, Nonprofit, Business, Financial, and Legal Update Conference Pensions, Procurement, Presentations, Profit, etc. Smorgasbord of Accounting & Auditing	38

Attachment: GFH Proposal - FINAL (2491 : Motion to Approve Auditing Services CPA Firm)

TYLER ULDRICK

Email | tyler@gfhllp.com

Phone | 843.735.5805

Education

BS in Business Administration Concentration - Accounting	University of South Carolina Upstate	2010
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Work Experience

Greene, Finney & Horton, LLP	Senior/Supervisor	2013-Present
- Auditing, accounting, and consulting services to government and nonprofit organizations - Individual and corporate tax services, payroll services, and accounting services to businesses, governments and other organizations through our Back Office Support System ("BOSS")		
New Foundations Home for Children	Staff Accountant/Payroll Admin.	2011-2013
Private, nonprofit organization specializing in caring for emotionally troubled children, adolescents, and families		

Continuing Professional Education (since 2015)

Total Credit Hrs.

2018	Reviewing 2017, Planning for 2018, and Not-for-Profit Updates	8
2017	Preparing for Final Fieldwork Financial & Legal Update 2016 Year in Review and Look Forward to 2017 Improving Audit Quality Interim Procedures: Setting Us Up for Successful Year-End Audit Work	40
2016	Year in Review and GFOA Annual Governmental GAAP Update CAFRs, 401Ks, and Governmental GAAP Single Audit, Accounting for Debt, and Audit Changes for 2016 Financial and Legal Update Auditing and Accounting Update; Internal Review Results	48
2015	2014 In Review and Preparation for 2015 ProSystem FX Engagement Fund Reporting Training Government, Nonprofit, Business, Financial, and Legal Update Conference Pensions, Procurement, Presentations, Profit, etc. Smorgasbord of Accounting & Auditing	32

Attachment: GFH Proposal - FINAL (2491 : Motion to Approve Auditing Services CPA Firm)

MATTHEW CAMPBELL

Email | matthew.campbell@gfhllp.com
Phone | 864.395.2705

Education

BS in Accounting & Finance/Economics Anderson University 2016

Work Experience

Greene Finney, LLP Staff 2016-Present

- Auditing, accounting, and consulting services to government and nonprofit organizations
- Individual and corporate tax services, payroll services, and accounting services to businesses, governments and other organizations through our Back Office Support System ("BOSS")

OB Hospitalist Group Market Budget Analyst Intern 2014-2015

- Expense tracking and budgeting

Continuing Professional Education (since 2016)

Total Credit Hrs.

2018 | Reviewing 2017, Planning for 2018, and Not-for-Profit Updates

8

2017 | Preparing for Final Fieldwork
Financial & Legal Update
2016 Year in Review and Look Forward to 2017
Improving Audit Quality
Interim Procedures: Setting Us Up for Successful Year-End Audit Work
SC Ethics and Quality Control

48

2016 | Auditing and Accounting Update; Internal Review Results

8

Attachment: GFH Proposal - FINAL (2491 : Motion to Approve Auditing Services CPA Firm)



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

ORDINANCE

DOC ID: 2505

Council Meeting Date:	19 April 2018
Department:	Police Department
Issue Under Consideration:	Motion to approve an Ordinance amending Chapter 18 Article III of the Code of Ordinances for the City of Georgetown by deleting article III Sections 18-22 thru 18-31 and replacing Sections 18-22 thru 18-25 in the entirety, and reserving sections 18-26 thru 18-31.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	N/A
Points to Consider:	City Ordinance 18-22 thru 18-25 was created to insure fair charges by all wrecker services that tow and store vehicles for the City of Georgetown. Since the adoption of this section of the code, there have been significant increases in fuel and other costs associated with providing tow services; however, fee adjustments have not been made to counteract the additional costs.
Options:	1. Approve changes to ordinance. 2. Disapprove changes to ordinance.
Staff Recommendations:	Staff recommends that council approve the proposed changes to the ordinance.

Reviews:

Kelvin Waites Completed 04/12/2018 8:49 AM

KW

Carey Smith Completed 04/12/2018 12:33 PM

Ann U. Mercer Completed 04/12/2018 4:36 PM

Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

1. 1 New Wrecking Towing Ordinance (PDF)
2. 2 Current Wrecker Ordinance (PDF)
3. 3 2018 Maximum Allowable Fees (PDF)

MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 18 ARTICLE III OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY DELETING ARTICLE III SECTIONS 18-22 THRU 18-31 AND REPLACING SECTIONS 18-22 THRU 18-25 IN THE ENTIRETY, AND RESERVING SECTIONS 18-26 THRU 18-31.

AN ORDINANCE AMENDING CHAPTER 18 ARTICLE III OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY DELETING ARTICLE III SECTIONS 18-22 – 18-31 AND REPLACING SECTIONS 18-22 – 18-25 IN THEIR ENTIRETY, AND RESERVING SECTIONS 18-26 – 18-31

- 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 to its citizens, visitors, and licensed wrecker operators of some uniformity in operations of wreckers operating for and in the City of Georgetown; and
- WHEREAS,** The City Council of the City of Georgetown further finds there is a need to continue a wrecker rotation program in the City of Georgetown for towing of vehicles as needed by the Georgetown Police Department, in order to be fair to licensed businesses operating a wrecker, as well as for the owners of the private vehicles towed; and
- WHEREAS,** The City Council of the City of Georgetown further finds owners of private vehicles towed nonconsensually from private property and not at the direction of the Police Department or Department of Public Safety are entitled to some uniformity of pricing, so as not to be subject to price gouging or unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown intends to exercise its police powers to ensure that the public safety and welfare of vehicle owners are adequately protected from price gouging and unscrupulous towing and storage practices; and
- WHEREAS,** The City Council of the City of Georgetown has not updated towing rates in its wrecker rotations program since 2006. The City Council finds the maximum towing and storage fee schedule as adopted by the South Carolina Department of Safety annually is appropriate for maximum rates for nonconsensual tows within the city;

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 18, be deleted and replaced in its entirety as follows:

ARTICLE III TOWING AND WRECKER SERVICES

§18-22 DEFINITIONS

Class A Wrecker is a light duty wrecker for towing vehicles weighing seven thousand (7,000) pounds or less, (passenger cars, pickup trucks, motorcycles, small trailers)

Class B Wrecker is a medium duty wrecker for towing vehicles weighing between seven thousand one (7,001) and seventeen thousand (17,000) pounds or multiple vehicles weighing seven (7,000) pounds respectively (medium-sized trucks, road tractors/trailers)

Class C Wrecker is a heavy duty wrecker for towing vehicles in excess of seventeen thousand pounds (large trucks, road tractor/trailers, heavy equipment, and similar)

Commercial property means any real property where the primary use is for office, retail, wholesale, hospitality, or other commercial uses and where parking is available for property owners, occupants, or their patrons, clients, or customers. The term also applies to parking lots for which hourly or other periodic charges are made for the right to park on the premises, regardless of whether there are structures on the property. The term does not include property having primarily a residential use, with the exception of multiple dwelling units.

Deliver means placing a towed motor vehicle in the actual possession of the owner, authorized operator, or authorized agent of the owner.

Fee Schedule- The Wrecker Rotation Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow.

Impound/Storage area is the property owned or leased by a Towing Carrier for storage of towed vehicles, identified as required

Motor vehicle means any motorized vehicle which is capable of moving on the public ways of the City of Georgetown.

Nonconsensual tow means a tow of a motor vehicle directed by a person other than the vehicle owner, authorized operator, or agent of the owner. A nonconsensual tow includes, but is not limited to: (1) any tow performed contrary to the specific direction of the vehicle owner, authorized operator, or authorized agent of the owner from private commercial property; (2) any tow performed without disclosure of the rates and charges to be assessed. This does not include a tow that occurs as a result of a vehicle repossession by a lien holder having title to the vehicle.

Operator - The person driving the wrecker or any person assisting with the operation of the wrecker licensed to operate in the city of Georgetown.

Owner - Any person owning or having any financial interest in a wrecker business licensed by the City of Georgetown.

Police-Directed Tow means a tow authorized or directed by law enforcement.

Private property tow means the towing of a motor vehicle from private property at the request of the property owner.

Standard Tow is defined as responding to the scene, hooking up the vehicle, and, for police-directed tows, performing a general clean up if the call involves responding to a collision scene and providing responsible assistance to the owner to get to a safe location.

Special operations are operations involving the process of uprighting an overturned vehicle or returning a vehicle to a normal position on the roadway which requires the use of auxiliary equipment due to the size or location of the vehicle and/or the recovery of a load which has spilled, or the off-loading and reloading of a load from an overturned vehicle performed to right the vehicle.

Towing carrier means any person, company, partnership, employees, engaged in the business of towing vehicles.

Wreck-related Tow means the Wrecker is responding to a vehicle involved in a motor vehicle accident with property damage to a vehicle.

Wrecker - Any vehicle specifically built and equipped for the purpose of towing, lifting, pulling, or otherwise transferring other motor vehicles from place to place.

Wrecker Rotation Program is the City of Georgetown Police Department's list of licensed tow truck operators for Police-Directed tows, the selection of which rotates equally among towing carriers on the list.

§18-23 REQUIREMENTS FOR ALL WRECKERS

(a) Business License Required

Any towing carrier engaging in operating a wrecker service within the city limits of Georgetown shall obtain a business license and pay a license fee as outlined in Article II of Chapter 13 of this Code, except as provided hereinbelow. A copy of the license shall be kept in the wrecker at all times. The following are exempt to the business license requirements of this section:

- (1) A towing vehicle owned or operated by a licensed garage, which tows a vehicle to its premises for repair.
- (2) Transient wreckers moving disabled vehicles through the city streets to or from another location from outside the corporate limits.
- (3) Automobiles, jeeps, pickups, or like vehicles not equipped with any special wrecker equipment but used solely for light towing of stranded or repossessed vehicles in transit.
- (4) Temporary storage of a disabled vehicle on the premises of the licensed owner of the vehicle if in compliance with zoning laws, but this exemption shall not apply to any premises owned by, leased to or under the direct or indirect control of any licensed wrecker, or as to which the licensee has right of possession.
- (5) Any wrecker or like vehicle owned by a governmental entity.

(b) Inspections and Insurance

A licensed towing carrier is subject to annual city inspection and providing proof of insurance upon renewal of its city business license.

(c) Debris removal

All towing carriers furnishing wreck-related tows from public rights-of-way in the city shall, before leaving the scene, remove reasonable debris from the street and adjoining property. Reasonable debris includes all vehicle parts attached or not, dirt, and glass. It does not include body parts, blood, utility poles, signs, or other traffic signals owned by the City or South Carolina Department of Transportation.

§18-24 WRECKER ROTATION PROGRAM

The City of Georgetown Police Department operates a Wrecker Rotation Program for Police-directed tows. The Chief of Police or his/her designee will administer the wrecker service rotation program to ensure fairness to all participants and safe and reliable police-directed tows of motor vehicles. Participation in the Wrecker Rotation Program is voluntary. Towing carriers requesting to participate in the wrecker rotation program are subject to compliance with the requirements of this Article. This Section notwithstanding, the owner or operator of a vehicle may request the police department to call any towing carrier of his or her choosing.

(a) Application

Towing Carriers holding a valid city business license may apply for participation in the Wrecker Rotation Program at the police department. The police department will furnish the all necessary documentation of requirements, inspection procedures, the fee schedule, and a copy of this Article.

(b) Inspection and Equipment

All wreckers in the rotation program must pass inspection and possess the required equipment. The police department will schedule and conduct an inspection of the wrecker and impound/storage area for compliance with the article. After the inspection, the wrecker company will be provided with a copy of the inspection form. Requirements are:

- (1) Each wrecker will meet either Class A, B, or C wrecker classifications as defined in this Article.
- (2) At a minimum, each wrecker will be at least one ton in size with dual rear wheels and booster brakes.
- (3) Each wrecker will be equipped with oscillating, rotating, or flashing amber colored emergency lights mounted on the cab or boom brace of the wrecker.

- (4) Each wrecker will be equipped with a five-pound or larger fire extinguisher rated for class A, B, and C fires. The extinguisher will be permanently mounted on the vehicle and allow for easy access. The extinguisher must be certified annually and fully charged or re-charged as necessary.
- (5) Each wrecker will carry a tow sling, tow bar, towing dollies, safety chains, wrecker bar, heavy-duty broom, shovel and container for debris.
- (6) Each wrecker will display on both sides of the cab in four-inch or greater painted or permanent vinyl letters, the towing carrier's company name, address, and phone number. Magnetic and temporary signs are strictly prohibited.
- (7) Each wrecker and its equipment will be clean, well-maintained, and in excellent mechanical condition.
- (8) Each wrecker will have a power operated winch line and boom with a factory rating capacity of not less than eight thousand (8,000) pounds on a single line.
- (9) Each wrecker will be equipped with Safety chains, flood lights, and approved warning devices such as flares, reflective triangles or the like.
- (10) For Class C wreckers, each will be equipped with a power operated winch and boom with a lifting capacity of thirty-two thousand (32,000) pounds single line and tow sling.

(c) Insurance and Indemnification

A towing carrier in the rotation program shall maintain minimum liability insurance coverage under the South Carolina Tort Claims Act presently in the amount of three hundred thousand dollars (\$300,000.00) for a single accident and six hundred thousand dollars (\$600,000.00) for combination or multiple injury accident. All towing carriers participating in the rotation program shall furnish the city a copy and annual update of coverage.

The towing carrier in the rotation program is solely responsible for any loss, cost, damage or other expense due to its performance, work, or negligence. The carrier's liability commences at the time of initial hook up and ends upon release of the vehicle to the owner. By execution of application for participation, carriers that voluntarily participate in the rotation program indemnify, defend, and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees and assigns from and against any and all loss, liability, claims, damage or expenses, arising out of, or related to, provision of services in police-directed tows.

(d) Rotation and Response

The city police department will furnish a rotational list of all approved participating towing carriers to central communications for dispatch purposes. Central communications will document each dispatch for police-directed two by date, time, and name of the wrecker

contacted. The officer will provide central communications with the license plate number of the vehicle to be towed.

Once dispatched, the towing carrier has a thirty (30) minute response time to arrive at the scene. Failure to timely respond may result in cancellation by the officer for cause. The responding carrier will go to the bottom of the rotation list unless canceled at the scene by the officer, except for cause, or by the vehicle owner, at which time the wrecker will be placed back at the top of the list. Repeated slow response may be cause for suspension. Section 18-24(j), *infra*.

(e) In-transit requirements

Wrecker operators in the rotation program will obey traffic laws and not use emergency lighting or amplified sound equipment except while actually working at the scene of an accident or crime scene. No wrecker operator, driver, or employee responding to a city-directed tow shall be disorderly, intoxicated, or have consumed drugs or alcohol in the period of time prior to or during the response.

(f) Personal property

In police-directed tows, the officer and wrecker operator must ensure any valuable personal property has either been removed from the vehicle or is secured properly in the vehicle. The wrecker operator and police officer will execute an inventory on a form provided by the police department for personal property that remains in the vehicle and any damage to the vehicle at the time of tow. A diligent effort must be made to insure no valuables are left in the vehicle unprotected. Valuables are to be given to the owner as soon as practical.

(g) Impound/storage areas

Each towing carrier in the rotation program must identify and maintain an impound/storage area subject to annual inspection by the Chief of Police of his/her designee. The identified lot will be the exclusive location for owners to locate vehicles towed by a participating carrier and will be compliant with the following:

- (1) A 6' tall fence will secure the area where towed vehicles are kept and stored.
- (2) Reasonable precautions must be taken to protect the vehicle from theft and vandalism. The area, including the exterior, perimeter, and inside the lot, must be well-lit and equipped with either an alarm system or video surveillance security.

Vehicles not taken into evidence must be released from the impound/storage area to the owner upon payment of towing and storage fees.

(h) Fees

A maximum standard fee schedule will ensure consistent and fair charges by all towing carriers that tow or store vehicles for the city. All towing carriers participating in the wrecker rotation program agree to abide by the maximum standard fee schedule for all services rendered in response to police-directed tows.

The city adopts, incorporates herein, and utilizes the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. The applicable rate for towing and storage is determined by the minimum wrecker classification required for the tow, regardless of what class of wrecker performs the tow. The annually-updated Fee Schedule is available at the Georgetown Police Department and at City Hall and will be delivered to each licensed towing carrier participating in the Wrecker Rotation Program upon annual renewal of business license.

The wrecker owner shall ensure a copy of the current fee schedule is posted in each wrecker where a vehicle owner can view the list of fees.

Towing carriers participating in the rotation program will provide an itemized copy of charges to the vehicle owner upon full payment.

Ref. §38-600(F), S.C. Code of Regs. (2017), as amended

(i) Records

The police department keeps a record of all vehicles towed at the direction of the department. Each carrier in the rotation program is required to maintain complete and accurate records of every vehicle towed and/or stored for the city. These records must be maintained for at least one year and be readily available for inspection by the police department.

(j) Suspension from the Wrecker Rotation Program

The Chief of Police or his/her designee has the authority to suspend a towing carrier and/or specific wrecker from participation in the rotation program if it is found not to be in compliance with any of the requirements of this Article.

(Ord. of 2-16-06)

§18-25 NONCONSENSUAL TOWS

- (a) For the benefit of property owners, residents, and visitors in the city, the City of Georgetown regulates nonconsensual tows as defined hereinabove (§18- 22.) Nothing herein is intended to regulate private towing as agreed upon between a vehicle owner and tow service provider.
- (b) Private property owners are entitled to arrange for vehicles parking on private property without permission to be towed, whether the private property is marked or not.
- (c) Vehicle owners whose vehicles are unsuspectingly towed are entitled to reasonable notice of the location of their vehicle after a nonconsensual tow, as provided by state law, and to reasonable associated fees.

- (d) Within one hour of a towing carrier hooking up a vehicle for a nonconsensual tow as defined hereinabove (§18-22), the towing carrier or wrecker owner or operator must notify the City of Georgetown Police Department of the vehicle towed, the location it was towed from, the name of the towing company, and the location where the vehicle is stored. A towing company failing to give this notice is not entitled to any compensation for towing and storage.

(ref. §56-5-2525 (B)(C), S.C. Code of Laws)

- (e) A towing carrier performing a nonconsensual tow must post the provisions of §56-5-2525, S.C. Code of Laws in a conspicuous location in all public areas on the premises of the business.

- (f) Fees

(1) The towing fee shall be no more than 150% of the applicable rate for the minimum tow services and equipment needed to perform the tow under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (§sec. 18-24(h))

(2) All charges for a nonconsensual tow shall be for services rendered in the towing, storing, or notifying the owner of such vehicles. No towing carrier shall include in its charges any sum of money payable to a third person or entity for any purpose, including, but not limited to, payments to an owner or representative of property from which such vehicles are towed. The inclusion of such sums are declared to be an unfair trade practice. No private property owner or wrecker service may assess any additional cost. There shall not be additional fees assessed by the towing service for using dollies, trailers, lifts, slim jims or any other equipment or service charge, including release fees.

(3) The assessment of storage fee shall not commence for 24 hours from the time the police department is contacted as required by S.C. Code, § 56-5-2525. For that time, there shall be no assessment of a storage fee, and only the towing fee shall be assessed for release.

(4) The storage fee shall be no more than 150% of the applicable rate for storage the under the Maximum Standard Fee Schedule as adopted annually by the South Carolina Department of Public Safety and current at the time of the tow. (ref. §sec. 18-24(h))

(5) An administrative fee in an amount not to exceed twenty five dollars (\$25.00) may be charged to cover expenses incurred if the vehicle is not retrieved in a reasonable time and the owner and/or lienholder of the towed vehicle are notified by certified, registered mail of the location of the towed vehicle.

- (g) Violation of the terms of this section is subject to the misdemeanor penalties in Chapter 16 of the City of Georgetown Code of Ordinances.

(§§ 18-26 – 18-31, reserved)

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:

Ann U. Mercer, City Clerk

Brendon M. Barber, Sr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

Code of Ordinances It shall be unlawful for any person to hinder, prevent, obstruct or resist any police officer or other officer of the city charged with the execution of any warrant or other process within the city or engaged in making any arrest or performing any other duty of his office within the city.

ARTICLE III. - WRECKER SERVICES^[3]

Sec 18-22. - Licensing.

- (a) Any wrecker owner engaging in operating a wrecker service within the city limits of Georgetown shall pay a license fee as outlined in the business license article [article II of chapter 13 of this Code] of the city.
- (b) The finance department will direct any wrecker company desiring to become a participant of the City of Georgetown's Wrecker Rotation Program to the police department. The police department will furnish the wrecker company with all necessary documentation outlining all requirements and inspection procedures. The police department will also furnish the wrecker company a copy of the article regulating wrecker services.
- (c) The police department will then schedule and conduct an inspection of the wrecker and impound/storage area for compliance with the article. After the inspection, the wrecker company will be provided with a copy of the inspection form. Any deficiencies would have to be corrected prior to that wrecker company becoming a participant in the program.
- (d) A copy of the business license shall be kept inside the wrecker at all times while towing for the city and shown to any police officer requesting it.
- (e) Exceptions to the business license fee are as follows:
 - (1) A towing vehicle owned or operated by a licensed garage, which tows a vehicle to its premises for repair.
 - (2) Transient wreckers moving disabled vehicles through the city streets to or from another location from outside the corporate limits.
 - (3) Automobiles, jeeps, pickups, or like vehicles not equipped with any special wrecker equipment but used solely for light towing of stranded or repossessed vehicles in transit.
 - (4)

Temporary storage of a disabled vehicle on the premises of the licensed owner of the vehicle if in compliance with zoning laws, but this exemption shall not apply to any premises owned by, leased to or under the direct or indirect control of any licensed wrecker, or as to which the licensee has right of possession.

- (5) Any wrecker or like vehicle owned by the federal or state government or any subdivision thereof.

(Ord. of 2-16-06)

Sec. 18-23. - Regulations and fees.

- (a) Any wrecker conducting business for the City of Georgetown shall maintain minimum liability insurance coverage under the South Carolina Tort Claims Act presently in the amount of three hundred thousand dollars (\$300,000.00) for a single accident and six hundred thousand dollars (\$600,000.00) for combination or multiple injury accident. All wrecker services shall furnish the city a copy and annual update of coverage.
- (b) All wreckers will have permanent signs affixed to both sides of the wrecker, which identifies the name of the company and phone number.
- (c) Responding wreckers will not use their emergency lighting except while actually working at the scene of an accident, traffic violation, or crime scene.
- (d) The city police department will furnish a rotational list of all approved wrecker companies to central communications for dispatch purposes.
- (e) Every impound area owned or used by the towing wrecker for the storage of towed vehicles will meet or exceed the requirements set forth in section 18-25.
- (f) Standard fees will be charged by the wrecker service. A fee schedule is outlined in section 18-24 of this article. Fees will be set according to the type of service performed and the amount of time the service requires. Standard impound/storage fees will also be outlined in subsection 18-24(g) of this article.
- (g) A response time to arrive at the scene will be set at thirty (30) minutes for each wrecker commencing at the time of notification of the wrecker by central communications. Central communications will document each notification by the date, time, and name of the wrecker contacted, and will maintain these records for at least one year. The officer will provide central communications with the license plate number of the vehicle to be towed. Once a wrecker is

Code of Ordinances

dispatched, that wrecker will go to the bottom of the rotation list unless canceled at the scene by the officer or customer, at which time the wrecker will be placed back at the top of the list.



- (h) The wrecker driver will be responsible for cleaning up "reasonable debris" at the scene of the accident. Reasonable debris would include all vehicle parts, dirt and glass. It does not include body parts, blood, utility poles, signs, or other traffic signals owned by the City or South Carolina Department of Transportation.
- (i) The police department as outlined in section 18-27 of this article will investigate complaints and other concerns reported to the police department regarding a wrecker service, owner, or driver. Suspensions and termination of a wrecker service is outlined in section 18-29 of this article.

(Ord. of 2-16-06)

Cross reference— Business licenses, § 13-16 et seq.

Sec. 18-24. - Towing/storage fees.



The City of Georgetown has created a standard fee schedule to insure consistent and fair charges by all wrecker services that tow or store vehicles for the city. This schedule takes into account the different problems that occur for wrecker owners at different times of the day and night and with certain types of calls.

Charges: Standard, simple tow:

- (a) 0700 hours to 1900 hours, 7 days a week, not to exceed \$ 85.00
- (b) 1900 hours to 0700 hours 7 days a week, not to exceed 105.00
- (c) Accidents: 24 hours a day, 7 days a week, (first hour) not to exceed 145.00
- (d) Each additional hour 75.00
- (e) Heavy duty wrecker 150.00
- (f) Arrival, no tow (wrecker returns to tow list) No fee
- (g) Storage fees: No charge for the first 12 hours, (per day) 20.00

Code of Ordinances All wrecker companies participating in the rotation program agree to abide by the above list of fees for all services rendered in response to police calls for tow services.

(Ord. of 2-16-06; Ord. of 11-20-08)

Sec. 18-25. - Impound/storage lots.

- (a) All impound/storage lots will be secured with at least a 6' tall fence surrounding the area where all towed vehicles are kept and stored. The storage area should be well lighted. If no alarm exists, the use of video is recommended. Every effort should be made to protect all vehicles from theft and damage. The chief of police or his/her designee will inspect all impound/storage lots of every wrecker service providing service to the city at least annually. The inspection will include perimeter security, and exterior lighting. The inspector will make recommendations (if any) for improvement (in writing) to the property owner and/or wrecker owner. Failure to comply or to make necessary improvements may be cause for suspending the wrecker company from the rotation program.
- (b) When called upon by a police officer to tow a vehicle, the officer and wrecker operator must agree that any valuable personal property has either been removed from the vehicle or is secured properly in the vehicle. The police department has a form that must be signed by both the wrecker operator and police officer that they agree as to the personal property that remains in the vehicle and damage to the vehicle at the time of tow. A diligent effort must be made by both persons to insure no valuables are left in the vehicle unprotected. Valuables should be given to the owner as soon as practical.
- (c) When stored at the wrecker company storage lot, all reasonable precautions should be taken to protect the vehicle from theft and vandalism.
- (d) No vehicle should be released until all towing and/or storage fees are paid to the wrecker company unless other, acceptable arrangements have been made with the wrecker company.
- (e) A copy of all fees should be posted in a conspicuous place by the wrecker company where a vehicle owner can view the list of fees. The wrecker company will provide an itemized copy of charges to the vehicle owner upon full payment.

(Ord. of 2-16-06)
Code of Ordinances**Sec. 18-26. - Records.**

The police department keeps a record of all vehicles towed by the department. Each wrecker owner is required to maintain complete and accurate records of every vehicle they tow and store for the city. These records should be maintained and kept available for at least one year. These records must be readily available for inspection by the police department upon request.

(Ord. of 2-16-06)

Sec. 18-27. - Complaints.

Any complaints regarding a wrecker owner or driver will be forwarded to the police department for investigation. The city, through the chief of police, reserves the right to administer disciplinary action up to and including the revocation of the business license of a wrecker operator/owner for just cause. Typical violations that would constitute "just cause" would include but are not limited to: slow response, failure to properly clean the scene of debris, fee overcharging, wrecker driver intoxication or disorderly conduct, failure to maintain a properly secured impound lot.

(Ord. of 2-16-06)

Sec. 18-28. - Wrecker service rotation program.

Definitions:

- (a) *Wrecker* - Any vehicle specifically built and equipped for the purpose of towing, lifting, pulling, or otherwise transferring other motor vehicles from place to place.
- (b) *Motor vehicle* - Every vehicle which is self-propelled, upon or by which a person or property is or may be transported or drawn upon any road, highway, right of way or public or private property.
- (c) *Operator* - The person driving the wrecker or any person assisting with the operation of the wrecker.
- (d) *Owner* - Any person owning or having any financial interest in a wrecker business licensed by the City of Georgetown.

Participation in the City of Georgetown's wrecker service rotation program is strictly on a voluntary basis. The program is controlled and regulated by the police department through the establishment of requirements, rules, regulations, and includes the schedule of maximum fees for services.

Wrecker companies requesting to participate in the rotation program, freely and willingly subject themselves to compliance with the requirements, rules, regulations, and maximum fee schedule for services as established.

(Ord. of 2-16-06)

Sec. 18-29. - Inspections.

The chief of police or his/her designee will administer the wrecker service rotation program. The designee, upon approval of the chief of police, shall have the authority to suspend a wrecker company from participation in the rotation program if it is found not to be in compliance with the requirements, rules, regulations, and maximum fee schedule for authorized services.

Any wrecker owner/operator who obtains a city business license and desires to become a participant in the rotation program, must meet with the Chief of Police or designee and obtain a copy of this article. The designee will inspect the wrecker and its equipment for the following:

The standard wrecker will be at least one ton in size with dual rear wheels and booster brakes.

- (1) Each wrecker will be equipped with oscillating, rotating, or flashing amber colored emergency lights mounted on the cab or boom brace of the truck (wrecker).
- (2) Each wrecker will be equipped with a five-pound or larger fire extinguisher rated for class A, B, and C fires. The extinguisher will be permanently mounted on the vehicle to allow for easy access. The extinguisher must be certified annually and fully charged or re-charged as necessary.
- (3) As standard equipment, each wrecker will carry at a minimum: tow sling, tow bar, towing dollies, safety chains, wrecker bar, heavy-duty broom, shovel and container for debris.

Code of Ordinances (4) Each wrecker will display in four-inch painted or permanent vinyl letters, the company name, address, and phone number on both sides of the wrecker. Magnetic and temporary signs are strictly prohibited.

- (5) Each wrecker and its equipment will be modern and in excellent mechanical condition.
- (6) Each wrecker will have a power operated winch line and boom with a factory rating capacity of not less than eight thousand (8,000) pounds on a single line.

A heavy duty wrecker is defined as a wrecker of at least two and one-half (2½) tons in size and equipped as follows:

- (a) Equipped with a power operated winch and boom with a lifting capacity of thirty-two thousand (32,000) pounds single line and tow sling.
- (b) Safety chains, flood lights, and approved warning devices such as flares, reflective triangles, etc.

Any wrecker or its equipment that fails to meet the inspection requirements of this section could subject itself to be suspended from the rotation program until deficiencies are corrected.

(Ord. of 2-16-06)

Sec. 18-30. - General considerations.

- (a) The wrecker company will be responsible for maintaining complete and accurate records of each vehicle towed and stored. These records should be furnished to the police department upon request.
- (b) The wrecker company will obtain all licenses, insurance, and permits at its own expense.
- (c) The wrecker company is solely responsible for any loss, cost, damage or other expense due to its performance, work, or negligence under this agreement. The wrecker company liability will commence at the time of initial hook up and end upon release of the vehicle to the owner.

(Ord. of 2-16-06)

Sec. 18-31. - Indemnification.

All wrecker companies that voluntarily participate in the City of Georgetown rotation program will indemnify, defend, and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees and assigns from and against any and all loss, liability, claims, damage or expenses, (including but not limited to attorney's fees) arising out of, or related to, the use or operation of all wrecker companies services whether or not caused, in whole or in part, by the negligence of the City of Georgetown or its agents, servants, or employees.

(Ord. of 2-16-06)

< Sec. 17-36. - Administration of incentive agreements.

Chapter 19 - RAILROADS >

Attachment: Current Wrecker Ordinance (2505 : Amend Towing Ordinance)



South Carolina Department of Public Safety

S.C. Highway Patrol

2018 Wrecker Rotation Fee Schedule

In accordance with S.C. Code Ann. Regs. § 38-600, the South Carolina Department of Public Safety publishes a yearly Wrecker Rotation Fee Schedule ("Fee Schedule") outlining the maximum allowable fees for each class of wrecker on the South Carolina Highway Patrol ("SCHP") Wrecker Rotation List. The reasonableness of fees on the Fee Schedule is determined by the SCHP after a review of submitted fees. The fees permitted for calendar year 2018 are listed below:

2018 MAXIMUM ALLOWABLE FEES FOR ROTATION LIST CALLS

Rates / Fees			
Class A Wrecker			
Standard Towing	*Special Operations		Storage
\$ 219.00 Flat Fee	\$ 132.00 Per Hour		\$ 33.00 Per Day
<i>*Special Operations are billed at a per hour rate in ½ hour increments.</i>			
Class B Wrecker			
Standard Towing	*Special Operations		Storage
\$ 311.00 Flat Fee	\$ 199.00 Per Hour		\$ 41.00 Per Day
<i>*Special Operations are billed at a per hour rate in ½ hour increments.</i>			
Class C Wrecker			
*Standard Towing	Special Operations		Storage
\$ 470.00 Per Hour	**See below		\$ 58.00 Per Day
<i>*Standard Towing is billed at a per hour rate in ½ hour increments.</i>			
<i>**Although no Special Operations fee is set for Class C tows, a wrecker service may recover the actual cost of rented/subcontracted equipment or labor necessary to accomplish the job. Proof of these actual costs in the form of an itemized invoice or receipt from each third party providing such equipment or labor must accompany the tow bill.</i>			

Class C Services Only			
Description of Service, Labor, or Equipment		Rates / Fees	
Additional Wrecker			
Dump Truck, Dump Trailer, or Drop Dumpster	\$ 464.00		Per Hour
Rotator/Crane or equivalent	\$ 226.00		Per Hour
Truck Tractor with Box Trailer or equivalent	\$ 661.00		Per Hour
Truck Tractor with Flat Trailer or equivalent	\$ 263.00		Per Hour
Truck Tractor with Landoll/Lowboy/Tilt Trailer or equivalent	\$ 267.00		Per Hour
Skid Steer or equivalent	\$ 292.00		Per Hour
Forklift or equivalent	\$ 240.00		Per Hour
Backhoe or equivalent	\$ 235.00		Per Hour
Service Truck (includes all tools and equipment on board)	\$ 271.00		Per Hour
Tower Light System	\$ 172.00		Per Hour
Complete Air Bag Unit	\$ 158.00		Per Hour
Additional Labor (General)	\$ 781.00		Per Hour
Additional Labor (Specialized)	\$ 83.00		Per Person/Per Hour
	\$ 116.00		Per Person/Per Hour

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Georgetown Auto Sales

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NOTICE: The hourly rates for equipment usage include the cost of an operator, operating expenses, and the cost to transport the equipment to and from the scene. Expenses above the approved rate may not be charged.

Standard Tow: A standard tow is defined as responding to the scene, hooking up the vehicle, performing a general clean up if the call involves responding to a collision scene, and providing responsible assistance to the vehicle occupants. In the absence of special operations as defined below, the maximum fee for a Class A or B tow is the flat rate listed above. Fees for Class C tows are billed at an hourly rate.

Special Operations: Special operations involve the process of uprighting an overturned vehicle or returning a vehicle to a normal position on the roadway which require the use of auxiliary equipment due to the size or location of the vehicle and/or the recovery of a load which has spilled, or the off-loading and reloading of a load from an overturned vehicle performed to right the vehicle. The investigating trooper or SChP supervisor must confirm on-scene at the time of the tow that special operations are required to perform the tow in order to recover such fees.

* Although no Special Operations rate is set for Class C tows, a wrecker service may recover the actual cost of rented/subcontracted equipment or labor necessary to accomplish the job. Proof of these actual costs in the form of an itemized invoice or receipt from the third party providing such equipment or labor must accompany the tow bill.

If services beyond those for which the wrecker was dispatched are performed (e.g., hazardous waste cleanup; transportation of vehicle, cargo, or occupants(s) to an agreed upon location other than the one required by the Regulation), those services must be billed on a separate invoice.

Storage: Storage fees begin 12 hours after a vehicle is secured on the wrecker service premises and terminate when the vehicle owner or owner's designee offers to pick up the vehicle and pay the legitimate accrued charges.

A COPY OF THIS FEE SCHEDULE SHALL BE KEPT IN EACH WRECKER AT ALL TIMES AND MUST BE PRESENTED UPON REQUEST TO ANY PERSON FOR WHOM TOW SERVICES ARE PROVIDED, HIS OR HER AGENT, OR ANY SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY EMPLOYEE. ANY COMPLAINTS MUST BE IN WRITING AND FORWARDED TO THE SChP TROOP COMMANDER WHERE THE INCIDENT OCCURRED.

NOTE: This Fee Schedule lists the maximum fee that may be charged for each class of wrecker. A lesser fee may be charged at any time within the discretion of the wrecker service.

On behalf of the wrecker service named below, I acknowledge that I have received and agree to be bound by the South Carolina Highway Patrol 2018 Wrecker Rotation Fee Schedule and the South Carolina Department of Public Safety Wrecker Rotation Disciplinary Policy. Further, I certify that I am authorized to bind the wrecker service named below to the terms of this Fee Schedule and the South Carolina Department of Public Safety's Wrecker Rotation Disciplinary Policy.

Owner/Representative Name (Printed)	Owner/Representative Signature	Date
Name of Wrecker Service	Address	

Attachment: 2018 Maximum Allowable Fees (2505 : Amend Towing Ordinance)



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

ACTION ITEM

DOC ID: 2501

Council Meeting Date:	19 April 2018
Department:	Water Utilities
Issue Under Consideration:	Motion to Approve Proposal and Payment to Coastal Hydraulics, Inc. for City Hall Retention Pond Stormwater Pump #2 Repairs in the Amount of \$116,709.66.
Amount Requested:	\$116,709.66
Is Item in Current Budget?	No
If no, please explain:	This was an unforeseen repair. Pump #1 was recently repaired and reinstalled. This will require a budget amendment.
Financial Impact:	\$116,709.66
Points to Consider:	• This pump was installed in 2012/13 in the newly constructed City Hall Retention Pond. • This is the second pump to be repaired. The first pump was recently repaired and reinstalled. • This internals of pump #2 are in worse condition than the first pump. There is also additional fittings that need to be replaced. • Initial estimate of delivery date is first week of June 2018. Material availability and delivery would be the deciding factor for this.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Will Cook Completed 04/11/2018 8:22 AM
 Debra Bivens Completed 04/11/2018 3:41 PM
 Carey Smith Completed 04/12/2018 12:02 PM
 Ann U. Mercer Completed 04/12/2018 4:43 PM
 Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

1. 1 SKMBT_C22418041610400 (PDF)

Updated: 4/11/2018 3:41 PM by Debra Bivens (Page 1)

Submit by Email

Print Form

Quote

Quote Number:	W-18-0988 Pg 1
Date:	04-02-2018
Company:	City of Georgetown
Customer PO#:	
Customer P/N:	
Description:	Flood Pump Overhaul
Contact name:	Will Cook
Phone number:	843-240-3764 cell, 843-545-4505 office



Coastal Hydraulics, Inc
 2251 Technical Parkway
 CHARLESTON, SOUTH CAROLINA
 USA
 29406
 Phone: 843-572-5714
 Fax: 843-572-7615
 www.coastalhydraulics.net

Item	Description	Quantity	Unit Price	Amount
1	Pump Transport Georgetown to C.H. and return	2	\$1,170.00	\$2,340.00
2	Pump Transport and return-Abrasive Blasting/Coating	2	\$540.00	\$1,080.00
3	Labor-Disassemble/Inspect/Repair/Reassemble/Test	1	\$13,200.00	\$13,200.00
4	Abrasive Blast/Recoat Entire Unit	1	\$18,000.00	\$18,000.00
5	Labor-Weld On Stainless Steel Lug	1	\$110.00	\$110.00
6	Stainless Steel Lug	1	\$190.80	\$190.80
7	Stainless Steel Couplers, 2" Wingnut Style	8	\$2,610.00	\$20,880.00
8	Hoses, PX32MPSS-N32MPSS-96" Stainless	2	\$1,845.00	\$3,690.00
9	Hoses, PX32-N32MPSS-N32MPSS-144" Stainless	2	\$2,025.00	\$4,050.00
10	Hoses, PX32-N32MPSS-N32MPSS-60" Stainless	2	\$1,800.00	\$3,600.00
11	Hoses, NT-32MPSS-N32MPSS-144" Stainless	2	\$2,700.00	\$5,400.00
12	Hose Assy, PX216-E16MPSS-E16MPSS-144" Stainless	1	\$690.00	\$690.00
13	Propeller Shaft Bearing Kit	1	\$6,588.00	\$6,588.00
14	Orange Spider Gear, 021251000045	1	\$650.00	\$650.00
15	4" Stainless Steel U Bolt Kit	8	\$60.00	\$480.00

Price for New

Delivery New

Sub-total \$80,948.80

Comments:

NOTE: Any discrepancies with this order must be reported within 5 business days or this invoice will be considered valid and due as is.
 Delinquent accounts turned over for collections will be assessed additional fees associated with collection cost and/or attorney fees that will be attached to the current debt. These will become the responsibility of the buyer. In the event of non-payment by the designated due date, a service charge of 1 1/2% per month (18% yearly) will be added to the account.

Grand Total \$80,948.80

DELIVERY TIME

Authorized By:

Submit by Email

Print Form

Quote

Quote Number:	W-18-0988 Pg 2
Date:	04-10-2018
Company:	CITY OF GEORGETOWN
Customer PO#:	
Customer P/N:	
Description:	REMAN HYDRAULIC WATER PUMP
Contact name:	WILL COOK
Phone number:	843-545-4505 OFFICE, 843-240-3764 CELL



Coastal Hydraulics, Inc
 2251 Technical Parkway
 CHARLESTON, SOUTH CAROLINA
 USA
 29406
 Phone: 843-572-5714
 Fax: 843-572-7615
 www.coastalhydraulics.net

Item	Description	Quantity	Unit Price	Amount
1	Aw68 Oil, 5 Gallon	3	\$55.15	\$165.45
2	RTV Sealant, Box	1	\$229.09	\$229.09
3	Polyurethane Coating, 2 Part Epoxy, Kit	1	\$1,287.00	\$1,287.00
4	Fasteners, Stainless Steel	1	\$2,849.00	\$2,849.00
5.	Freight, Parts	1	\$780.00	\$780.00
6	Crankshaft, Motor	1	\$6,750.00	\$6,750.00
7	Motor Seal Kit, PS 272	1	\$3,500.00	\$3,500.00
8	Stainless Steel Pipe/adapters/Swivel	1	\$591.00	\$591.00
9	3" Stainless Steel U Bolt Kit	6	\$22.50	\$135.00
10	Piston Set***May not need***	1	\$5,021.86	\$5,021.86
11	Q75C1616FP-SS, Stainless Steel Coupler	2	\$989.00	\$1,978.00
12	Q75N1616FP-SS, Stainless Steel Nipple	2	\$405.00	\$810.00
13	59160SMLSXX 2" SCH 160 A106, Close Nipple	2	\$31.00	\$62.00
14	Q75N3232FP-SS, Stainless Steel Nipple	2	\$1,663.00	\$3,326.00
15	2" Check Valve, One Way Directional	2	\$756.00	\$1,512.00

Price for New

Delivery New

Sub-total \$28,996.40

Comments:

NOTE: Any discrepancies with this order must be reported within 5 business days or this invoice will be considered valid and due as is.
 Delinquent accounts turned over for collections will be assessed additional fees associated with collection cost and/or attorney fees that will be attached to the current debt. These will become the responsibility of the buyer. In the event of non-payment by the designated due date, a service charge of 1 1/2% per month (18% yearly) will be added to the account.

Grand Total \$28,996.40

DELIVERY TIME

Authorized By:



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

ACTION ITEM

DOC ID: 2498

Council Meeting Date:	19 April 2018
Department:	Water Utilities
Issue Under Consideration:	Motion to Accept Proposal and Allow Staff to Enter Into Contract with McKim & Creed for the Year One Upgrades of the existing SCADA system for Not to Exceed Amount of \$150,000.00
Amount Requested:	\$150,000.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	• The City advertised an RFQ in November 2017 for SCADA upgrade services and McKim & Creed was selected by the committee to negotiate the scope and fee. • This has been proposed as a three year project with Year One upgrades proposed at \$133,066.00. • The budgeted amount for this project is \$150,000.00. We are asking for approval up to the budgeted amount as we can begin with some work on Year Two to move project along faster. • The CIP includes Year Two total of \$175,000, and includes Year Three total of \$160,000. These may go up slightly due to price increases. • We will have contract for each phase of project. • SCADA monitors all remote sites and is used at the Water Treatment Plant to operate the treatment system. • The Collection system SCADA is approximately 20 years old and operates on old operating system no longer supported.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Will Cook Completed 04/09/2018 2:54 PM
 Debra Bivens Completed 04/10/2018 2:36 PM
 Carey Smith Completed 04/11/2018 3:54 PM
 Ann U. Mercer Completed 04/12/2018 4:53 PM
 Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

1. 180504 WTP and Collections SCADA Upgrade Scope (PDF)

Updated: 4/12/2018 4:54 PM by Ann U. Mercer (Page 1)



CONTRACTORS

SURVEYORS

PLANNERS

March 9, 2018

180504

Mr. Will Cook
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 Scope

Dear Mr. Cook,

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

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

Sincerely,

A handwritten signature in blue ink that reads "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

Attachment: 180504 WTP and Collections SCADA Upgrade Scope (2498 : SCADA Upgrade Proposal)

**CITY OF GEORGETOWN
WTP AND COLLECTIONS SCADA UPGRADE
SCOPE OF SERVICES**

March 9, 2018

I. PROJECT DESCRIPTION

The City of Georgetown has an aging SCADA System at their Water Treatment Plant and in their Collections System. Numerous collection system sites utilize hardware that is no longer sold or supported by the manufacturer, creating situations where technical support, updates and spare parts are difficult to obtain and unnecessarily expensive. The remote sites communicate via fiber optic cable infrastructure connected in a redundant network topology, but the entire network fails if a single site drops offline. Additionally, the WTP and Collection System SCADA HMI software are older versions of GE Proficy iFIX that have not been kept up to date and do not capture all the facilities the City needs to monitor. To remedy this situation, the City has asked McKim & Creed to develop a plan for upgrading the existing systems to current technology through a comprehensive design and implementation upgrade plan.

McKim & Creed has identified ten primary tasks in the upgrade plan:

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
7. Replace 7 Lift Station RTUs
8. Replace King Well, Booster Pump Station, Yogi Bear Tank RTUs
9. Upgrade the WTP HMI Application
10. Provide an HMI User Manual and Training

These tasks have been divided across three years. McKim & Creed will work the City of Georgetown to determine task priority and develop a phased implementation plan to fit the overall project within the city's budgetary constraints.

For convenience, we have listed the various components below and provided a fee estimate for each.

II. SCOPE OF SERVICES

McKim & Creed has identified the following tasks:

TASK 1 – System Scoping and Design Workshop

- A. Meet with key stakeholders in the City of Georgetown in a workshop environment to discuss key design options, specific preferences, the priority and execution order of the scope components, project timeline, and key metrics for determining success.
- B. Develop a Technical Memo (TM) based on the discussions and decisions in the workshop and distribute that to the City for review and comment. This TM will become the basis for the project execution.

TASK 2 – Standard Lift Station RTU Design

- A. Develop a standard backpanel layout design using the new RTU hardware. Included in the design will be a Bill of Material (BOM).
- B. Develop a standard RTU panel power distribution design.
- C. Develop a standard RTU communication diagram detailing the fiber optic connections.
- D. Develop standard RTU wiring diagrams for PLC inputs and outputs (I/O).
- E. Develop abbreviated specifications detailing the components of the RTU panel.
- F. Submit the standard RTU design drawing package to the City for review and comment.
- G. Issue the standard RTU design package as final to the City.

TASK 3 – Upgrade the 13 existing Fiber Optic Interfaces

- A. Select the new fiber optic network interface based on the needs and configuration of the network.
- B. Procure, configure and install the new network interface in the 13 locations. The sites getting new fiber interfaces will be:
 - i. WTP SCADA Computer
 - ii. Maryville Tank
 - iii. King Well
 - iv. Yogi Bear Elevated Tank
 - v. MV Booster Station

- vi. Raw Water Pump Station
 - vii. Bayview Lift Station
 - viii. City Hall / Stormwater Pump Station
 - ix. Maybank Lift Station
 - x. Wilkinson Lift Station
 - xi. Willowbank Lift Station
 - xii. WWTP
 - xiii. Maryville School Lift Station
- C. Work in collaboration with HTC to install and commission the new fiber optic interfaces and re-connect existing fiber optic cable.
 - D. Verify proper communications after installation of the new fiber optic interfaces. We have estimated two (2) weeks on site for this conversion.

TASK 4 – HMI Standards Development

- A. Conduct an HMI workshop with the City to determine the desired and necessary design approach. Items discussed will be colors, navigation, security, trending, reporting, alarm notification, and general display layout and functionality.
- B. Develop a written HMI Standards document based on the results of the workshop and submit it to the City for review and comment.
- C. Update the document based on City review comments and submit a final written HMI Standards document.

TASK 5 – Upgrade the Collections HMI Application

- A. Conduct a Collections 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. Develop the Collections HMI application for 13 sites based on the agreed descriptions in the 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.
- C. Procure the necessary hardware and software to implement the new Collections HMI application.
- D. Load the new Collections HMI application on the new hardware and perform a final offline test of the system prior to deployment.

- E. Develop a deployment plan for the new Collections HMI detailing the downtime required, parallel operations during the deployment and testing and an upgrade schedule.
- F. Deploy the new Collections HMI based on the deployment plan.
- G. Test and commission the new system.

TASK 6 – Develop RTU O&M Manuals

- A. Obtain user and maintenance manuals for the key hardware components specified in the designs. Key components will include:
 - i. Fiber optic network interfaces
 - ii. PLC processors, power supplies, I/O cards and communication cards
 - iii. RTU panel power supplies and surge suppressors
 - iv. HMI servers and workstations
- B. Provide four (4) hard copies and one (1) electronic copy of the O&M Manuals to the City.

TASK 7 – Replace 7 Lift Station RTUs

- A. Conduct an RTU phone conference functional workshop with the City to determine the necessary functionality and processes each RTU needs to be able to provide and perform. Results of the workshop will be recorded in minutes and distributed to the City.
- B. Develop a standard PLC program for the RTUs based on the agreed descriptions in the minutes.
- C. Fabricate 7 lift station RTU backpanels per the approved standard RTU design drawing package designed in Task 2.
- D. Perform a Factory Acceptance Test (FAT) at the fabrication facility to verify the proper fabrication and functionality of each panel.
- E. Develop an installation plan for the 7 RTUs detailing the downtime required, alternative pumping during the shutdown if required, permitting requirements, the order of the upgrades and an upgrade schedule.
- E. Replace each RTU backpanel based on the upgrade schedule and plan. The sites getting new RTU panels will be:
 - i. Bayview
 - ii. City Hall
 - iii. Maybank
 - iv. Wilkinson
 - v. Willowbank

- vi. WWTP
- vii. Maryville School
- F. Test each RTU as it is replaced for proper functionality and operation.

TASK 8 – Replace King Well, Booster Pump Station, Yogi Bear Tank RTUs

- A. Conduct an RTU phone conference functional workshop with the City to determine the necessary functionality and processes each RTU needs to be able to provide and perform.
- B. Develop PLC programs for each of the 3 RTUs based on the agreed descriptions in the minutes.
- C. Fabricate backpanels for each of the 3 RTUs.
- D. Perform a Factory Acceptance Test (FAT) at the fabrication facility to verify the proper fabrication and functionality of each panel.
- E. Develop an installation plan for the 3 RTUs detailing the downtime required, alternative pumping during the shutdown, permitting requirements, the order of the upgrades and an upgrade schedule.
- F. Replace each RTU backpanel based on the upgrade schedule and plan.
- G. Test each RTU as it is replaced for proper functionality and operation.

TASK 9 – Upgrade the WTP HMI Application

- 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 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 an 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.

TASK 10 – Provide an HMI User Manual and Training

- 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 design approach for all RTU upgrades is to replace the backpanel and all components and reuse the existing control panel enclosure. We have assumed that all new, necessary components will physically fit on a backpanel of the same size as that which is installed in the existing RTU control panel enclosures.
- C. The City staff has advised us that all lift station RTUs are identical. We have estimated our design and programming time to develop a single standard design and program that will be used at all lift station RTUs.
- D. We have assumed the existing fiber optic cable is in good condition and fully operational, and the fiber optic cable is terminated such that the remote

sites are correctly configured in a ring topology. Any adjustments, repairs, or replacements related to the fiber optic cable and associated connections will be handled by others.

- E. 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.
- F. 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.
- G. 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.
- H. 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 each task below for review and clarity and have separated them into three fiscal year spending divisions to aid in the prioritization and budgeting of the complete SCADA upgrade project. These tasks are described above and estimated below such that they can be purchased individually for the fee estimate shown per task.

Year 1		
Task	Name	Fee
1	System scoping and design workshop	\$15,621.00
2	Standard Lift Station RTU Design	\$19,213.00
3	Upgrade the Fiber Interface 13 locations	\$33,573.00
4	Develop HMI Standards	\$14,956.00
5	Upgrade the Collections HMI Application to a new platform	\$40,768.00
6	Develop RTU O&M Manuals	\$8,936.00
TOTAL FOR YEAR 1		\$133,066.00

Year 2		
Task	Name	Fee
7	Replace 7 Lift Station RTUs	\$101,588.00
8	Replace King Well, Booster PS, Yogi Bear Tank RTUs	\$59,500.00
TOTAL FOR YEAR 2		\$161,088.00

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



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

ACTION ITEM

DOC ID: 2496

Council Meeting Date:	19 April 2018
Department:	Engineering
Issue Under Consideration:	Motion to approve bid and make payment to Consensus Construction and Consulting, Inc. for a not to exceed amount of \$41,700 to clean ponds and install a new 6-in. concrete bottom in Ponds 1 and 2 (Backwash Lagoons).
Amount Requested:	\$41,700
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	Consensus presented the lowest bid in the amount of \$37,909.00. We are requesting approval of \$41,700 to have a contingency of 10% to deal with any unforeseen condition during excavation and removal of sludge.
Options:	The contractor was interviewed by phone about the scope of the work and he understands the requirements. The contract amount will be for \$37,909.00.
Staff Recommendation:	Approve bid.

Reviews:

Orlando Arteaga Completed 04/09/2018 12:43 PM
 Finance Completed 04/10/2018 2:32 PM
 City Attorney Completed 04/11/2018 9:37 AM
 Carey Smith Completed 04/11/2018 3:53 PM
 Ann U. Mercer Completed 04/12/2018 4:40 PM
 Georgetown City Council Pending 04/19/2018 5:30 PM

Attachments:

1. 1 Construction Contract Sample (PDF)
2. 2 CONSENSUS BID (PDF)
3. 3 Bid Tab (PDF)

CONTRACT**STATE OF SOUTH CAROLINA****COUNTY OF GEORGETOWN**

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

WITNESSETH THAT WHEREAS, The City desires to engage the services of a professional contractor for the purpose of _____, hereinafter referred to as "Project"; and,

WHEREAS, The City has solicited bids for same by that certain Request for Bid for Construction Services, hereinafter referred to as "RFB", a copy of which is attached; and,

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

WHEREAS, The Contractor has expressed its desire to do so by their bid, dated _____, 20____, hereinafter referred to as "Bid", a copy of which is attached hereto for all purposes as **EXHIBIT "1"**;and,

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

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

(1) **SCOPE OF SERVICES:**

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

(2) **COMPENSATION:**

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

(3) **PERIOD OF SERVICES:**

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

(4) **FORCE MAJEURE:**

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

(5) **NOTICES:**

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

(6) **RECORDS AND INSPECTIONS:**

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

(7) **COMPLETENESS OF AGREEMENT:**

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

(8) **CONFLICTS:**

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

(9) **SEVERABILITY:**

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

(10) **NONWAIVER:**

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

(11) **GOVERNING LAW:**

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

(12) **RESPONSIBILITY:**

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

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

- a. The parties acknowledge that all documents are subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.
- b. If the Contractor contends a document is exempt from disclosure under the FOIA, it shall mark any such documents plainly, and seek protection from disclosure by filing an appropriate action in Circuit Court and shall bear the cost of the action and any monetary or attorney's fees awarded to the person or entity making the FOIA request.

- c. If the Contractor objects to release and litigation is commenced against the City under the FOIA, the City agrees to promptly notify the Contractor, who shall move in intervene as a party. The Contractor agrees to hold the City harmless from and indemnify for all costs (including plaintiff's attorney's fees if awarded by the Court) incurred by the City in defending the lawsuit and the funds necessary to satisfy any judgment and all costs on appeal, if any.

(14) **THIRD PARTY OBLIGATIONS:**

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

(15) **RESTRICTIONS ON LOBBYING:**

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

(16) **SUCCESSORS AND ASSIGNS:**

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

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

CITY OF GEORGETOWN, SOUTH CAROLINA
(OWNER)

(SIGNATURE)

By: _____

(SEAL)

Title: _____

(CONTRACTOR)

(SIGNATURE)

By: _____

(CORPORATE SEAL)

Title: _____

Attest:

It's Secretary

Witness

Letter of Transmittal

To: Orlando Arteaga
City of Georgetown
120 North Fraser Street
Post office Drawer 939
Georgetown, SC 29440
Ph: 843-545-4043

Transmittal #: 1

Date: 4/5/2018

Job: 18-C-695 Gtown Pond Cleaning & Concrete

Subject: Bid for Pond Cleaning & Concrete Bottoms for the Water Treatment Plant (WTP)

WE ARE SENDING YOU

☒ Attached

☐ Under separate cover via None the following items:

☐ Shop drawings

☐ Prints

☐ Plans

☐ Samples

☐ Copy of letter

☐ Change order

☐ Specifications

☐ Other

Document Type	Copies	Date	No.	Description
Attachment	1	4/5/18	1	Request for Bid including Vendor Submittal Form (12 Pages)
Attachment	1	4/5/18	2	Bid Form (3 Pages)

THESE ARE TRANSMITTED as checked below:

☐ For approval

☐ Approved as submitted

☐ Resubmit ___ copies for approval

☐ For your use

☐ Approved as noted

☐ Submit ___ copies for distribution

☐ As requested

☐ Returned for corrections

☐ Return ___ corrected prints

☐ For review and comment

☐ Other

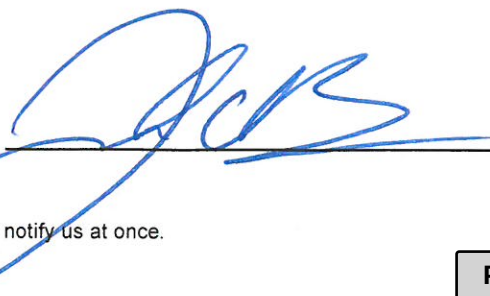
☒ FOR BIDS DUE 4/5/2018

☐ PRINTS RETURNED AFTER LOAN TO US

Remarks:

Copy To:

From: John O'Brien (Consensus Construction)

Signature: 

If enclosures are not as noted, kindly notify us at once.

Page 1 of 1

Packet Pg. 122

Attachment: CONSENSUS BID (2496 : Approval of bid for Pond Cleaning and Concrete Bottoms for the Water Treatment Plant)

BID FORM

WTP PONDS CLEANING AND CONCRETE BOTTOMS, PROJECT #1602
For the City of Georgetown, SC

Date: April 5, 2018

PROPOSAL OF Consensus Construction and Consulting, Inc.

(hereinafter called "Bidder"), a South Carolina (State)

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

Consensus Construction and Consulting, Inc.

TO: City of Georgetown, SC

The Bidder, in compliance with your request for bids for the WTP DETENTION PONDS CLEANING AND CONCRETE BOTTOMS, PROJECT #1602 having examined the drawings and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, for the Lump Sum of:

Thirty Seven Thousand Nine Hundred Nine Dollars and Zero Cents Dollars \$ (37,909.00)

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

Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **Sixty (60)** consecutive calendar days after specified date on Notice to Proceed.

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

Bidder acknowledges receipt of the following addendum:

No.: 01 Dated: March 29, 2018 ✓

No.: Dated:

No.: Dated:

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

The Bidder agrees that this Bid shall be good and may not be withdrawn for a period of sixty (60) Calendar days after the scheduled closed time for receiving bids.

The undersigned declares that his firm is (delete those not applicable): A corporation organized and existing under the laws of the State of South Carolina

~~A partnership consisting of:~~

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

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

Respectfully Submitted:

Contractor: Consensus Construction and Consulting, Inc.

(SEAL – if bidder is a Corporation)



By: [Signature]

John O'Brien
(Type/Print Name)

President
(Title)

4722-A Hwy 17 Bypass South
(Street Address)

Myrtle Beach, SC 29588
(City, State, Zip Code)

S.C. General Contractor's License No. G115545

FID No.: 27-1092179 and/or SSN

SCHEDULE OF TASKS

Item no.	Task	Qty.	Unit	Unit Price (\$)	Total (\$)
1	General Conditions (includes supervision, mobilization, insurance, etc.)	1	LS	4,489.00	4,489.00
2	Removal and disposal of vegetation, excess soil and sludge. Includes mucking and de-watering.	4	Ponds	1,431.00	5,724.00
3	Install 6-in reinforced 4,000 psi concrete slab, 6-in. no. 57 crushed stone base, and geotextile fabric. Include excavation and grading at bottom of Ponds 1 and 2.	4,232	SF	6.19	26,196.00
4	Allowance for concrete testing and slab rebar inspection.	1	LS	1,500	1,500
	Total Bid				\$37,909.00 ✓

Attachment: CONSENSUS BID (2496 : Approval of bid for Pond Cleaning and Concrete Bottoms for the Water Treatment Plant)



REQUEST FOR BID (RFB)

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

PROJECT: Pond Cleaning & Concrete Bottoms for the Water Treatment Plant (WTP)
 Project #1602

DATE OF ISSUE: Wednesday, March 21, 2018

DUE: On or before 2.00 pm EST (local time) Thursday, April 5, 2018

Sealed bids are to be mailed or hand delivered only to the address below:

Physical Address:
 City of Georgetown
 Attn: Purchasing - Bid
 Pond Cleaning & Concrete Bottoms for the
 Water Treatment Plant (WTP) Proj #1602
 2377 Anthuan Maybank Drive
 Georgetown, SC 29440

Background

The City of Georgetown is located on the coast of South Carolina between Myrtle Beach and Charleston and has a population of approximately 10,000. Georgetown operates under the Mayor-Council form of government as set forth in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.cogsc.com.

Purpose

The City of Georgetown is seeking bids from qualified and licensed general contractors to perform cleaning and concrete work in four (4) detention ponds located at the city's Water Treatment Plant. Address: 2377 Anthuan Maybank Drive, Georgetown, SC 29440.

Submit Bid Form and Request for Bid (RFB) documents. Please return RFB document with Bidder's initials at the bottom of each page.

All bids must be submitted on the required Bid Forms. The entire form must be completed in ink or typewritten and executed by a legal duly authorized officer of the contractor submitting the RFB. In addition, all contractors must return and initial each page of the RFB with the Bid Forms. By initialing each page, contractors will be indicating that they have read and understood the requirements of the RFB, and their price is based on such requirements.

The City reserves the right to reject any or all bids as deemed to be in its best interest, and to accept all or part of the scope of work herein as its project timeline and/or budget allows. The bid's price shall be valid for a period of 60 calendar days from the date of bid opening.

The City of Georgetown reserves the right to issue addenda to this RFB up to two (2) days before the RFB due date as needed to clarify the City of Georgetown's desires, or to make corrections or changes to the RFB document or submittal process. The bidders will acknowledge receipt of all issued addenda in their submittals, if applicable.

Attachments:

1. Map
2. Site As-Built Plan
3. Drawings
4. Bid Form

Project Description

Project consists of removing and disposing of all vegetation growth such as bushes and trees, and mucking of all four (4) detention ponds located at the City's WTP. In addition, two (2) ponds lack concrete bottoms. The work includes in providing a 6-in reinforced concrete slab on 6 inches of no. 57 crushed stone at the two ponds including the construction of two (2) sump pits.

Submission of bid implies that the contractor has visited the site and is familiar with the existing conditions of the site.

General Scope of Services/Special Work Requirements

Contractor shall be responsible for providing all materials, labor, tools, and equipment necessary for the completion of the project. Contractor shall be responsible for the cost of pumping and de-watering of ponds, hauling and disposal of vegetation, debris, muck, and excess dirt from the jobsite.

Contractor shall be responsible for the protection of the existing infrastructure on and around the ponds.

The City will provide a laydown area for material and equipment staging.

Contractor shall be responsible for the cast-in-place concrete, rebar installation and curing of concrete. Concrete shall be 4,000 psi, normal-weight, 5% air-entrained, 3-in. to 5-in. slump. Rebar shall be grade 60. Concrete testing is the responsibility of the contractor. Test concrete for slump and compression at 7 days and at 28 days.

The contractor shall be responsible for calling Palmetto Utility Protection Service (PUPS) for the purpose of marking out any underground utilities in advance of any excavation. Contractor will be responsible for any damage and repairs of any existing underground utilities.

The contractor shall work during these day time work hours: 8 AM to 5 PM. Contractor must coordinate with City staff for access to plant and identification of laydown area prior to start of construction activities.

Questions

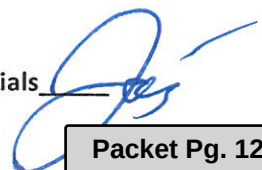
For questions regarding the City's Request for Bids process or services sought, please submit your questions in writing and email them to oarteaga@cogsc.com by the deadline of 4.00 pm Tuesday, March 27, 2018.

Process

The City will conduct the selection of a qualified landscape contractor for the median landscaping project in the City of Georgetown, South Carolina.

The award for this project will be handled in the following manner:

1. The RFB and Bid Form documents will be available on our website, www.cogsc.com and clicking on "Bids".
2. The bids will be received and evaluated as described in this RFB.
3. Lowest qualified bid will be presented to the Georgetown City Council for approval.
4. After Council approval, the City of Georgetown will issue Notice of Award.



Project Schedule

The following is the schedule of events listed in the order of occurrence, showing the major milestones from issuance of the RFB to the contract award:

MILESTONE EVENT	DATE
1. RFB ISSUED	WEDNESDAY, MARCH 21, 2018
2. DEADLINE FOR QUESTIONS	4.00 PM, TUESDAY, MARCH 27, 2018
3. DEADLINE FOR ADDENDA(S) TO BE POSTED TO CITY'S WEBSITE WWW.COGSC.COM UNDER "BIDS".	4.00 PM, THURSDAY, MARCH 29, 2018
4. BID DUE DATE	2.00 PM, THURSDAY, APRIL 5, 2018
5. APPROVAL OF CONTRACT BY CITY COUNCIL (TENTATIVE)	THURSDAY, APRIL 19, 2018
6. CONTRACT AWARD (TENTATIVE)	APRIL 26, 2018
7. PROJECT START DATE (TENTATIVE)	MAY 15, 2018
8. PROJECT COMPLETION DATE	45 CALENDAR DAYS AFTER START DATE

The City of Georgetown reserves the right to change the project schedule and scope as it deems necessary. In the event of a major date change, the City of Georgetown will notify known participants.

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

When the Purchasing Division is closed due to force majeure, bid openings will be postponed to the same time on the next official business day.

The proposer will acknowledge receipt of all issued addenda in their submittals, if applicable. The City reserves the right to reject any or all bids as deemed to be in its best interest, and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

All information will be updated and posted on the City's website www.cogsc.com under "Bids". It is the proposer's responsibility to obtain the information directly from the City's website regarding this project.

Bid Submittal Instructions

To be considered, interested parties must submit the following in a sealed envelope:

1. One (1) initialed copy of this RFB
2. One (1) Bid Form
3. One (1) Mandatory Vendor Submittal Form (page 12)

On or before the deadline, 2:00 pm, Wednesday, April 2nd, 2018 EST (local time) to:

Physical Address:

City of Georgetown
Attn: Purchasing - Bid Proposal
Pond Cleaning & Concrete Bottoms Project
1602
2377 Anthuan Maybank Drive
Georgetown, SC 29440

1. Sealed bids should be **clearly marked on the outside of the package**, "Pond Cleaning & Concrete Bottoms for the Water Treatment Plant (WTP)". It is the sole responsibility of the bidders to have bids delivered to the City of Georgetown before the closing hour and date. Bids that are faxed, e-mailed, or received late will not be accepted or considered for any reason. The official clock shall be that of the City's Purchasing Agent.
2. All bids must be valid for a period of sixty (60) days following the bid opening date.
3. Bids must address all RFB requirements. Partial or incomplete bids may be rejected.
4. All costs incurred in preparing the bids, or costs incurred in any other manner by the bidder in responding to this RFB will be wholly the responsibility of the bidder. All materials and documents submitted by the bidder in response to this bid become the property of the City of Georgetown and will not be returned.
5. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure—Notice of SC Freedom of Information Act

"The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA. We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a fifteen (15) day deadline to produce the material. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released."

6. Bids must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the bid. Bids having any erasures or corrections must be initialed in ink by the bidder.

7. List of Professional References for Similar Work Performed – Must list at least two recent references of similar work with telephone number and name of person to contact.
8. Disqualification and Rejection of Bids – The City of Georgetown reserves the right to reject any bid of a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the bid documents, contract of similar nature, or to reject the bids of a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the contractor that best meets the requirements as set forth herein.
9. Assignment of Contract – Assignment by the selected contractor of any contract to be entered into in accordance with this RFB will not be recognized by the City of Georgetown unless such assignment has prior written approval of the City.



Bid Submittal Evaluation

Contracts shall be awarded to the lowest responsive and responsible contractor. In determining lowest responsive and responsible contractor, in addition to price, the Purchasing Agent, Department Head, and/or the City Administrator or designee shall consider:

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

General Contractual Requirements

1. Compliance With Law – The selected contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed and relating to the technical environment and requirements of the project. The contractor shall hold the City harmless and indemnify same in the event of non-compliance.
2. Force Majeure - The bidder shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the bidder. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the bidder.
3. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this Agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
4. Qualifications - Bidder must, upon request of the City, furnish satisfactory evidence of its ability to furnish services in accordance with the terms and conditions of this bid request. The City of Georgetown Finance Department reserves the right to make the final determination as to the contractor's ability to provide the services herein.
5. Contractor's Responsibility - Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFB. It is expected that this will sometimes require on-site observation. The failure or omission of the contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFB or to a contract.
6. Affirmative Action - The proposer will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
7. WMBE Statement - It is the policy of the City of Georgetown to provide minorities, and women equal opportunity for participating in all aspects of the City's contracting and procurement

programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is further the policy of the City of Georgetown to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City of Georgetown to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.

8. Termination - Subject to the following provisions, any contract resulting from this request for bids may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the bidder:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City, if applicable.
 - 7.2. Convenience - In the event that this contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
 - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the contractor, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.
9. Prime Contractor Responsibilities - The contractor will be required to assume sole responsibility for the complete effort as required by this RFB. The City will consider the contractor to be the sole point of contact with regard to all project matters.
10. Subcontracting - If any part of the work covered by this RFB is to be subcontracted, the contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the bidder, if any.
11. Contract Amendments - Amendments to any agreement between the City and the contractor must be reviewed and approved in writing by the City of Georgetown City Administrator or his designee.
12. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City of Georgetown Finance Department.
13. Independent Contractor Status - The parties hereby agree that the contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to performance of its obligations of an agreement.
14. Representations of Contractor - Contractor represents, warrants, and covenants that:
 - (a) In providing the services contractor shall utilize the care and skill used by members of its profession practicing under similar circumstances at the same time and in the same locality.
 - (b) All employees provided by the contractor to the City shall have the qualifications, skills and experience necessary to perform his/her job in accordance with the requirements of the project. City may request removal of any employee for good cause.
 - (c) Contractor is a business, validly existing and in good standing under the Laws of the State of South Carolina.

15. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or proposer's performance hereunder.
16. Insurance - The selected contractor will be required to provide and maintain proof of insurance throughout the project term in the amount of \$1,000,000 as follows:
 - Comprehensive General Liability (per occurrence)
 - Comprehensive Auto Liability (per occurrence)
 - Workers' Compensation Liability (as required by State of South Carolina statutes)

The City of Georgetown is to be named as additional insured on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under an Agreement. Further, it shall be an affirmative obligation upon the proposer to advise the City's Risk Manager at Fax No. 843.527.6173; email lbell@cogsc.com, PO Box 939, Georgetown, SC 29442, within two days of the cancellation herein, and failure to do so shall be construed to be a breach of an agreement.
17. City Business License - The selected contractor shall be required to obtain all applicable City of Georgetown permits and business licenses prior to work commencing. The business license department may be reached at 843.545.4041. The building and planning department may be reached at 843.545.4017. These expenses shall be included in the total proposal cost.
18. Bid and Performance Bonds – Not Applicable
19. Local Vendor Preference Option is applicable in accordance with Section 2-185 of the city's Procurement Code as approved by City Council on 1.19.2017.

The Purchasing Agent shall make the award of bid after obtaining the approval from City Council. The award letter shall be issued by the Purchasing Agent or designee to the lowest responsible and responsive bidder meeting the requirements set forth in the Request for Bid.

(a) The division/department head is responsible for obtaining the required insurance certificates and Business License verification for submittal to the Purchasing Agent and Risk Manager for approval.

(b) A bid may be canceled and/or all bids rejected upon written recommendation of the division/department manager, and approval of the Purchasing Agent.

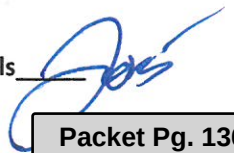
**LOCAL VENDOR PREFERENCE OPTION –
MANDATORY VENDOR SUBMITTAL FORM**

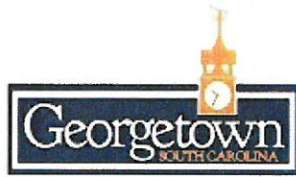
Local Vendor Preference Option

1. A vendor shall be deemed a Local Georgetown City/County vendor for the purposes of this Section if such vendor is an individual, partnership, association or corporation that is authorized to transact business within the State, maintains an office in Georgetown County, and maintains a representative inventory or commodities within the City/County on which the bid is submitted, and has paid all taxes and business license fees duly assessed.
2. This option allows the lowest local bidder whose bid is within five-percent (5%) of the lowest non-local Bidder to match the bid submitted by the non-local Bidder and thereby be awarded the contract. This preference shall apply only when (a) the total dollar purchase is \$10,000 or more; (b) the vendor has a physical business address located and operating within the limits of Georgetown County and has been doing business in the City/County for a period of twelve (12) months or more; and (c) the vendor provides proof of payment of all applicable Georgetown City/County taxes, business license and fees if so requested.
3. Should the lowest responsible and responsive Georgetown City/County bidder not exercise its right to match the bid as granted herein, the next lowest qualified Georgetown City/County bidder shall have that right and so on. The right to match the non-Georgetown City/County bidder's bid shall be exercised within 24 hours of notification.
4. In order to qualify for the local preference authorized by this Section, the vendor seeking same shall be required to submit with its bid a statement containing relevant information which demonstrates compliance with the provisions of this Section. This statement shall be on the "MANDATORY VENDOR SUBMITTAL" form included in this bid document. Failure to provide such affidavit at the time the bidder submits its bid shall constitute a waiver of any claim for preference.
5. For all contracts for architecture, professional engineering, or other professional services governed by Section 2-187, Professional and Construction Services, the City shall include the local business status of a firm among the factors considered when selecting which firms are "most highly qualified." In determining which firm is the "most qualified" for purposes of negotiating a satisfactory contract, preference shall be given to a local business where all other relevant factors are equal.
6. Local preference shall not apply to the following categories of contracts:
 - (a) Goods or services provided under a cooperative purchasing agreement or similar "piggyback" contract;
 - (b) Contracts for professional services except as provided for in Section 2-187 above;
 - (c) Purchases or contracts which are funded, in whole or in part, by a governmental or other funding entity, where the terms and conditions of receipt of the funds prohibit the preference;
 - (d) Purchases or contracts made pursuant to a noncompetitive award process, unless otherwise provided by this section; or

(e) Any bid announcement which specifically provides that the general local preference policies set forth in this section are suspended due to the unique nature of the goods or services sought, the existence of an emergency as found by either City Council or City Administrator, or where such suspension is, in the opinion of the City Attorney, required by law.

Attachment: CONSENSUS BID (2496 : Approval of bid for Pond Cleaning and Concrete Bottoms for the Water Treatment Plant)





MANDATORY VENDOR SUBMITTAL FORM

AN ORDINANCE TO AMEND
CHAPTER 2 ADMINISTRATION - ARTICLE IV
PROCUREMENT – JANUARY 19, 2017

SECTION 2-185 COMPETITIVE SEALED QUOTES LOCAL VENDOR PREFERENCE

ARTICLE IV.

PROCUREMENT

DIVISION 2. ETHICS IN CITY CONTRACTING

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

☒ I certify that [Company Name] Consensus Construction and Consulting, Inc. is a
Non-Resident Bidder of Georgetown City/County as defined in the City of Georgetown Ordinance
Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is
Myrtle Beach, SC [City and State].

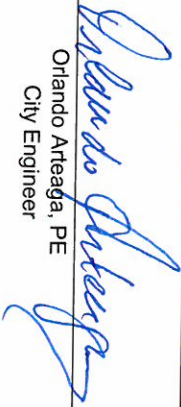
(X)

John O'Brien, President

Signature of Company Officer

City of Georgetown
 Project No.: 1602
 Bid Date: April 5, 2018, 2:00 PM

Pond Cleaning and Concrete Bottoms at WTP										
Item No.	Description	Quantity	Unit	Consensus Total	Coastal Total	CP&G Total	Green Wave Total	Level Total	Greenwall Total	RCG Total
1	General Conditions (Supervision, Mobilization, Insurance, etc.)	1	LS	\$4,489.00	\$4,712.00	\$5,000.00	\$7,500.00	\$8,900.00	\$81,591.60	\$7,000.00
2	Removal and disposal of vegetation, excess soil and sludge. Includes mucking and de-watering.	4	Ponds	\$5,724.00	\$19,260.00	\$12,000.00	\$28,000.00	\$71,700.00	\$58,623.84	\$20,000.00
3	Install 6-in. reinforced 4,00 psi concrete slab, 6-in. of no. 57 crushed stone base, and geotextile fabric. Include excavation and grading at bottom of Ponds 1 and 2.	4,232	SF	\$26,196.00	\$43,378.00	\$60,771.52	\$59,248.00	\$67,034.88	\$61,152.40	\$207,900.00
4	Allowance for concrete testing and slab rebar inspection	1	LS	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
	TOTAL BID			\$37,909.00	\$68,850.00	\$79,271.52	\$96,248.00	\$149,134.88	\$202,867.84	\$236,400.00

Certified By:  4/9/18
 Orlando Arteaga, PE
 City Engineer
 Date

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2506)**

Meeting: 04/19/18 05:30 PM
Department: Police Department
Category: Report
Prepared By: Johnnie Deas
Initiator: Kelvin Waites
Sponsors:
DOC ID: 2506

March 2018 GPD Report

MAYOR
BRENDON M. BARBER, SR.

POLICE CHIEF
KELVIN A. WAITES



City of Georgetown

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

April 11, 2018

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 March 2018:

During the month of March, the Georgetown Police Department sent 27 survey letters to the citizens who had some type of contact with an employee from the department. The department received 2 response during the month of March.

On March 13th Chief Waites and Major Deas attended a prayer vigil for parents who have lost family members to violence at Howard Auditorium.

On March 14th Chief Waites attended the 15th Judicial Circuit Chief's meeting to discuss the upcoming bike fest as well as other issues in our region. The meeting took place at the Myrtle Beach Convention Center.

On March 14th personnel from the Georgetown Police Department attended a job fair at Horry Georgetown Technical College on their Horry County campus. This gave us an opportunity to showcase the Georgetown Police Department and let potential applicants know what we have to offer.

On March 14th our local schools participated with National Walk out of School Day. There were no issues or concerns reported.

On March 15th the Georgetown Police Department did an Active Shooter Training for the parents of the Georgetown Head Start Center.

Honorable Mayor and City Council Members
April 11, 2018
Page Two

On March 15th the Georgetown Police Department played in a fundraising basketball game to help the Georgetown Middle School athletic apartment. It was a great community event and we raised over \$3,000 for the program. The police department even won the basketball game.

On March 20th Chief Waites attended a luncheon at "The Father's Place." This luncheon was sponsored by SC Works and was geared towards letting different entities in the city know exactly what type of services and programming is available.

On March 21st Chief Waites met with a group of men from the community to discuss things that can be done as a collective group to make our community better. This meeting took place at the J. B. Beck Administration building.

On March 21st the South Carolina Law Enforcement Division came to the Georgetown Police Department to do their annual audit of our records. We are in compliance and there are no discrepancies. The letter from S.L.E.D. is attached.

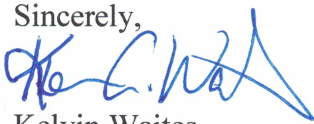
On March 22nd Chief Waites attended a board meeting at the Department of Disabilities and Special Needs.

On March 27th Chief Waites attended the AMI Kid's Georgetown Board meeting to discuss the everyday operation of AMI Kid's locally and their upcoming golf tournament.

On March 27th members of the Georgetown Police Department attended a community team meeting at the courthouse with various entities to discuss how our interaction with mental health patients can get better.

On March 29th the Georgetown Police Department hosted our 2nd Annual Community Easter Egg Hunt. It was a great success and we had a great time serving the young people and the parents of our community.

Sincerely,



Kelvin Waites
Chief of Police

KW: pc

Attachments

Attachment: GPD March 2018 Monthly Letter04112018 (2506 : GPD March 2018 Monthly Report)

GEORGETOWN POLICE DEPARTMENT 2018 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	83	67	60									

TOTAL ARRESTS 210

CRIMINAL INCIDENTS

DOMESTIC INCIDENTS

139	137	113										
2	2	3										
141	139	116	0	0	0	0	0	0	0	0	0	0

TOTALS TOTAL INCIDENTS 396

GEORGETOWN POLICE DEPARTMENT **2018 YEAR-TO-DATE ACTIVITY REPORT**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
SPEEDING CITATIONS	54	37	63										154
OTHER TRAFFIC CITATIONS	122	90	117										329
WARNING - SPEEDING	96	92	154										342
WARNING - OTHER	161	93	139										393
PARKING CITATIONS	1	0	0										1
TOTALS	434	312	473	0	0	0	0	0	0	0	0	0	1,219

1,219

TOTAL CITATIONS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
STATE ACCIDENTS	47	32	34										113
PARKING LOT ACCIDENTS	6	7	12										25
TOTALS	53	39	46	0	0	0	0	0	0	0	0	0	138

138

TOTAL ACCIDENTS



South Carolina Law Enforcement Division

P.O. Box 21398
Columbia, South Carolina
29221-1398

Henry D. McMaster, Governor
Mark A. Keel, Chief

Tel: (803) 737-9000

March 30, 2018

Ms. Tenetra Sellers/TAC
Georgetown Police Department
PO Box 939
Georgetown, SC 29440

Dear Ms. Sellers,

The review of your records indicates there are no discrepancies and your agency is in compliance.

Thank you for working with us to complete this audit. The SLED CJIS NCIC Staff is prepared to work with you in any way to continue to comply with State and FBI policies.

Sincerely,

Brenda Lockhart
Brenda Lockhart
SLED CJIS NCIC Unit
803-896-8128
803-622-8988
blockhart@sled.sc.gov

Attachment: GPD March 2018 Monthly Letter04112018 (2506 : GPD March 2018 Monthly Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2489)**

Meeting: 04/19/18 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 2489

March 2018 Municipal Court Report

Municipal Court Report March 2018

14.B.1

Cases Disposed

Disposition	# of Cases Disposed	Fine Amounts
Paid	133	\$18,207.52
Served Time	10	\$ 16,867.50
Scheduled Time Payment	38	\$ 17,511.16
NRVC	30	\$ 7,622.38
Sealed Sentence	19	\$ 15,732.50
Parking Tickets Paid	1	\$ 10.00
Nolle Prosequi/Dismissed/ Not Guilty	119	
Transferred to General Sessions Court	55	
Voided	2	
Fine Suspended	1	\$ 2,500.00
Total	408	\$78,451.06

Actual fine revenue collected in February \$33,786.89

Bond hearings held	25
Warrants Prepared	59
Payments posted	196
Tickets entered	230
Expungements processed	28
Cases Filed & scheduled for court	288
Juror notices prepared	

Attachment: Municipal court report (2489 : March 2018 Municipal Court Report)

Municipal Court Report March 2018

14.B.1

Throughout the month of March 66 defendants were seen in bond court with a total of 113 charges.

Attachment: Municipal court report (2489 : March 2018 Municipal Court Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2499)**

Meeting: 04/19/18 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 2499

March 2018 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

April
2018



Fire Prevention Bureau

2018
March

Inspections	81
Violations Found	33
Buildings without Violations	38
Buildings Cleared of Violations	19
Violations Corrected	29
Violations Not Corrected	7
3rd Party Inspection Review	5

Assemblies Inspected:	9
Business Inspected:	41
Educational Buildings Inspected:	0
Hazardous Buildings Inspected:	0
Factories Inspected:	2
Institutional Inspected:	0
Mercantile Inspected:	21
Residential Inspected:	6
Storage Buildings Inspected:	2

Construction Meetings:	1
Plans Review:	0
Test Conducted:	5
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	10
Citation Issued:	0

Public Education

Programs	7
Participants	440

Suppression Division

A Brief Look at Emergency Responses

March 2018

1. Nine Medical Calls; One Mutual Aid; Two MVA's; Three Public Service Calls
2. Six Medical Calls; One False Alarm; Two MVA's; Two Public Service Calls
3. Five Medical Calls; One Structure Fire; One MVA; One False Call; One Mutual Aid Call
4. Four Medical Calls
5. Six Medical Calls; One Cooking Fire; One Detector Activation
6. Six Medical Calls; Two Public Service Calls
7. Eleven Medical Calls; One MVA; Four Public Service Calls
8. Three Medical Calls; Two Public Service Calls
9. Two Medical Calls; One Alarm Activation; Three Public Service Calls
10. Five Medical Calls; One Woods Fire; Two MVA's; One Public Service Call
11. Ten Medical Calls; One Smoke Scare; One equipment Fire; One Mutual Aid Call; One Public Service Call
12. Three Medical Calls; Three Public Service Calls
13. Three Medical Calls; Two MVA's; Four Public Service Calls
14. Four Medical Calls; One Power Line Down; Two Public Service Calls
15. Three Medical Calls; Three Public Service Calls
16. Eight Medical Calls; One Trash Fire; One Mutual Aid; Two Public Service Calls
17. Six Medical Calls; One Woods Fire; One Mutual Aid; One Public Service Call
18. Four Medical Calls; One Public Service Call
19. Nine Medical Calls; Four Public Service Calls
20. Five Medical Calls; One Detector Activation; Three Public Service Calls
21. Eleven Medical Calls; Two Public Service Calls
22. Five Medical Calls; Two Public Service Calls
23. Five Medical Calls; One Alarm Activation; One Gas Spill
24. Two Medical Calls; One MVA; Three Public Service Calls
25. Nine Medical Calls; One Brush Fire; One MVA; One Public Service Call
26. One Medical Call; Two Public Service Calls
27. Seven Medical Calls; One False Alarm; Two Public Service Calls
28. Five Medical Calls; Six Public Service Calls
29. Nine Medical Calls; Three Public Service Calls
30. Six Medical Calls; One Vehicle Fire; One MVA; Three Public Service Calls
31. Four Medical Calls; One MVA; One Detector Activation; One Vehicle Fire; One Public Service Call

Attachment: March 2018 Fire Report (2499 : March 2018 Fire Report)



Total Call Volume **March** **Year to Date**
2018 **2017** **2018** **2017**
 As defined by the National Fire Incident Report System

Fires	10	5	17	12
Rescue Calls/EMS	188	189	607	543
Hazardous Conditions	47	45	122	133
Service Calls	31	43	124	115
Good Intent Calls	10	9	35	20
False Alarms	7	10	30	42
Weather/Flood	0	0	0	0
Special Incident Type	6	10	29	25
Total Calls	299	311	964	890

Save/Loss Analysis

	Losses	Property Values
March 2018	\$ 32,002	\$ 133,700
March 2017	\$ 253,500	\$ 255,000
Year to Date	\$ 100,803	\$ 464,150

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

Mutual Aid Calls

	March	YTD
To Georgetown County Fire	4	6
To Midway Fire	3	5
To other Departments	0	0
From Georgetown County Fire	2	6
From Midway	0	1
From other Departments	1	2

	March	YTD
Staff Training Hours	1004.50	2759.75

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2495)**

Meeting: 04/19/18 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 2495

March 2018 Public Works Department Report



**MARCH, 2018
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT**

STREETS and GROUND MAINTENANCE

	TOTAL
1. Yard Waste: Leaves, Grass & Straw and tires collected:	121.05 Net Tons
2. Brown & White Goods collected:	217.69 Net Tons
3. Crews assisted sanitation crews with garbage and debris collection.	
4. Crews processed and completed work order requests for sidewalk, pothole repairs and road maintenance.	
5. Delivery of roll out carts and cones for special events and other emergency assistance.	
6. Sidewalk Charming on West Side of Highmarket Streets were completed.	
7. Park crews completed maintenance of all city parks and welcome sign areas.	
8. Park inspections completed in all city parks.	

RESIDENTIAL SANITATION

	TOTAL
1. Residential Solid Waste Collection:	271.59 Net Tons
2. Recyclables Collected:	10.57 Net Tons
3. Crews completed work orders requests of roll-out cart repairs, new roll out cart deliveries and/or replacements; and recycle bins.	

CAPITAL IMPROVEMENT PROJECTS

- Screven Street Restrooms: Renovation started Monday, March 5th.
- East Bay Park Bathrooms: Open on March 2nd.
- Median Landscaping on Hwy 17 South is complete.
- Spring planting began April, 2018.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2494)**

Meeting: 04/19/18 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Isaac Williams

Initiator: Isaac Williams

Sponsors:

DOC ID: 2494

March 2018 Fleet service Report



MARCH 2018 MONTHLY REPORT

- Repairs 60
- PM Services 24
- Tires repaired or replace 21
- Services past due 45

Attachment: Monthly Report (2494 : MARCH 2018 Fleet service Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2502)**

Meeting: 04/19/18 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 2502

March 2018 Electric Utility Department Report

BRENDON M. BARBER
Mayor

CAREY SMITH
Interim City Administrator



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

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

April 10, 2018

Following is a brief summary of major activities in the Electric Utility Department for March 2018:

Peak shaving operation successfully predicted the Santee Cooper system peak for March and we had both units running at the correct time. As was the case in February, we had a very good month in that we only needed to run a few hours to capture the peak for the month. Part of this can be attributed to good load projection and monitoring practices, and part of it can be attributed to the weather being so mild for most of the month after the initial cold snap. The construction of the building and the substation for the plant is progressing very well. Control equipment has been installed and the fire suppression system is nearing completion. The electric subcontractor is now pulling in load conductors and control wiring.

The contractor crew is now working on the replacement of bad poles in the West End area and providing occasional support to our line crew.

We have received a couple of additional calls concerning customer-side solar generation. We have started the process of discussing our philosophy concerning rates and connection issues. A meeting was held with Santee Cooper staff to obtain their input and information on their rates and connection protocol. This could be a time-consuming process over the next few months. Rate issues are important so that we prevent all customers from subsidizing solar installations for a few customers. Progress will be slow on this.....Santee Cooper continues to assist in providing information. No progress has been made on this in the past few months.

We are working with the school district to remove a single-phase primary pole line adjacent to the softball field behind Georgetown High School. This will involve the relocation of a couple of underground services, so coordination with their staff and contractors will be required.

The proposed budget for FY 2018/19 has been completed and initial discussions were held at the retreat in March. These discussions were very positive and Council's support is greatly appreciated. Additional discussions will be held as we continue through the approval process.

One of the items discussed at the retreat was the staffing crisis in the Electric Department and our inability to recruit an experienced Line Technician who will accept our salary range. Council was very receptive to making changes in our salary ranges so that this situation can be corrected.

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. After falling behind and then sending us a supply of nodes, we are trying to catch up with replacements of nodes that have failed. We have also replaced many relays in Belle Isle which have failed due to water intrusion. With only a couple exceptions, the new nodes and relays installed in Belle Isle have worked their way into the system and are communicating.

Meetings continue with representatives of Tideland Health concerning electric service to the expanding campus. Now that the surgical wing is energized, a new medical office building should be the final major expansion on this campus. Another meeting was held with them during January in which we discussed the need for an additional transformer to serve the main building while some work is being done on the existing service. This is necessary to allow them to tie in their existing service to their back-up generators. Provisions are being made to do this, and we are also discussing some line work that would tie the campus together and allow us to feed virtually the entire campus through one meter. This should fit into the CIP funding that has been approved for hospital infrastructure improvement.

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

A purchase order has been placed for the purchase of new LED street lights. Bids were solicited for contractor assistance in replacing our street lights with the new LED fixtures. For some reason, no bids were received. We will re-advertise with the local vendor preference removed, and tweak the bid documents to see if we can generate more interest.

There were no new complaints of radio noise made during March.

A significant amount of time has been devoted to the implementation of a new inventory system during the past few months. We are migrating to an inventory system embedded in our existing New World financial package. Training has been held, new inventory numbers have been entered. The system has gone live and issues are being worked out as they arise.

A meeting was held with HTC to review the strength of the fiber system in south Maryville with the upcoming addition of the new Fire Station in mind, along with the future use of the Eagle property. HTC has provided estimates for work to be done in Maryville and also at the peak shaving plant, which will include fiber needed for upgrades being planned for the waste water plant's chlorine system. We will make arrangements to get both of these projects accomplished. We have also discussed a new maintenance agreement and an evaluation/analysis of our fiber system to assess current capacity and the need for future upgrades. The first phase of the evaluation of our system has been initiated with current year funding....additional funding is being requested in FY 18/19 so that the second phase can continue next year.

A meeting was held with representatives of Liberty Steel to discuss some landscaping improvements that they wish to make along their Fraser St road frontage. Their plans will include the removal of several trees that are becoming hazards and eyesores, along with the removal of other growth and repairs/improvements to their fencing. The areas will then be landscaped with other appropriate plantings. They will conduct this work in

phases and they have been asked to submit plans for each phase indicating what is to be removed and what is to be planted in its place.

The Electric Department has provided some assistance to the drainage project now underway on South Congdon Street. Some guy anchors needed to be relocated and a pole needed to be braced to allow for safe excavation in the area.

The March safety meeting was held on the 16th. The topic was harmful plants and animals.

Other statistics of interest for July:

• Cut-on – regular	144
• Cut-off – regular	97
• Cut-off – non-pay	164
• Non-pay restores	147
• Re-read orders	334
• CNP finals	30
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	99
• Total orders worked	921

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2497)**

Meeting: 04/19/18 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2497

March 2018 Water Utilities Report

MARCH 2018 WATER UTILITIES REPORT

Water Treatment Plant

- WTP Filtered Water Total 40.048 MG
- Average Daily Flow Finished Water 1.292 MGD
- King Well 0.000 MG
- Maryville Well 8.067 MG

Wastewater Treatment Plant

- Influent Flow Total 102.634 MG
- Average Daily Influent Flow 3.311 MGD
- Effluent Flow Total 82.804 MG
- Average Daily Effluent Flow 2.671 MGD
- Rainfall Total 1.63 inches

Water Distribution

- Completed 49 work orders
- Repaired 35 water leaks
- Replaced 8 water meters
- Completed 95 locates

Wastewater Collection

- Completed 53 work orders
- Responded to 44 backups
- Routine line cleaning
- Completed 95 locates

Maintenance

- Completed 27 work orders
- Completed 17 work orders on pump stations throughout City
- Completed 1 work orders for the WWTP
- Completed 1 work orders for the WTP

Stormwater

- Completed 31 work orders
- Completed 95 locates
- Routine line and ditch cleaning

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2500)**

Meeting: 04/19/18 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 2500

March 2018 Engineering Report



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

CAPITAL IMPROVEMENT PROJECTS

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

- Engineer: AECOM
- Contractor: Green Wave Contracting, Inc.
- Phase I Bid Amount: \$1,967,970.48-Revised
- Phase II Bid Amount: \$323,739.68-Revised
- Project duration: Phase I: 300 calendar days; Phase II: 390 calendar days.
- Change Order no. 1- \$51,500 approved
- Change Order no. 2- \$15,727 approved
- Change Order no. 3- \$ 32,494 approved
- Scope: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration. New relocated 6-in. water main on Duke Street.
- Status:

Work-in-place is about 35% complete.

Progress meeting held on 3/29/2018.

Work at CSX Right-of-Way continues. All underground storm drainage pipe, steel casing and 18-in. DIP raw water piping are installed. 18-in. DIP raw water main tested and it is live. Precast junction boxes are installed; however, lids for JB 1 and 2 need to be re-made due to incorrect hatch. Storm drain work has started on Congdon Street between railroad tracks and Highmarket. Work with ditch regrading continues along the side of railroad tracks between Congdon and Hazard Streets. Hydroseeding and soil stabilization of trench slope is still pending and should be complete by 4/20/2108 weather permitting. CSX continues to provide for flagman services. City is responsible to pay CSX for flagman services as per agreement.

Pay item for 18-DIP raw water line exceeded the original quantity amount from 64 LF to 127 LF. An add change order will be needed for \$9,922.50.



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

Unsuitable soil material was detected and therefore it was necessary to import clean suitable fill to backfill trench around junction boxes. Total quantity: 100 CY at \$20/CY. Total additional cost: \$2,000.

2. East Bay Park - Bathrooms

- Architect: Tyche & Walker
- Contractor: CP&G
- Bid: \$210,000
- Final Contract Value: \$229,078
- Notice to Proceed: 9/5/2017
- Project duration: 100 calendar days
- Scope: Erect a 700 SF bathroom facility at East Bay Park.
- Status: 100% of work completed. Punch list has been completed. Pending final payment.

3. East Bay Park - Boat Trailer Parking (40 spaces)

- Engineer: Mead & Hunt
- Contractor: Gaster's Grading Company
- Bid: \$565,000
- Notice to Proceed: 9/5/2017
- Project duration: 90 calendar days
- Scope: Build a new 35-boat trailer parking spaces on pervious concrete at East Bay Park. Includes drainage and site improvements around the parking lot area.
- Status: 100% of work completed. Final closeout pending completion of SCDOT final inspection and Notice of Termination letter by SCDHEC.



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

4. East Bay Park – Recreational Walking Trail

- Engineer: Cagle Consulting Engineers, LLC
- Contractor: Ben Cox, LLC
- Re-Bid date: 12/7/2017
- Bid Price: \$138,700
- Scope: Install a 1-mile long, 6-foot wide asphalt-aggregate base-covered recreational walking trail along the perimeter of East Bay Park.
- Pre-construction meeting is scheduled for 2/14/2018.
- Status: Contractor mobilized week of 2/26/18. Work is about 95% complete.

5. Georgetown Fire Station #2

- Architect: Tyche & Walker
- Design-Builder: Coastal Structures Corporation
- Base contract amount: \$1,849,725.00
- Change Order #1: \$52,190.54 approved.
- Sitework Construction Start: 4/11/2017
- Sitework Construction Finish: 6/11/2017
- Pre-Construction Meeting: 6/20/2017
- Notice to Proceed: 6/21/2017
- Building Construction Start: 7/10/2017
- Building Construction Finish: 3/20/2018 (Certificate of Occupancy Issued)
- Scope: New 8,000 SF Fire Station Building
- Status: Construction work is 100% complete. Punch list completion is pending.

Attachment: Engineering Monthly Report_March 2018 (2500 : March 2018 Engineering Monthly Report)



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

6. North Side Water Storage Tank

- Engineer: WK Dickson
- Contractor: Caldwell Tanks, Inc.
- Bid: \$1,574,700
- Notice to Proceed: 11/10/2017
- Construction Finish: 2/13/2019 (Planned)
- 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.
- Status: A pre-construction meeting was held on 11/28/2017. Contractor mobilized last month. Steel H piles and foundation work are complete.

7. Historic District Water Main Improvements

- Engineer: AECOM
- Design Fee: \$63,200.00
- Design Start: 10/2/2017
- Design Finish: 7/15/2019 (Planned)
- Design is 90% complete
- Bid ad date: TBD
- Bid due date: TBD
- Bid Amount: TBD
- Scope: Water system improvements 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.
- Status: Permit application filed to SCDOT and SCDHEC on 1/31/2018. Engineer's estimate is about \$2.3 Million. SCDHEC permits approved and still waiting for SCDOT permit approval.

Attachment: Engineering Monthly Report_March 2018 (2500 : March 2018 Engineering Monthly Report)



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

8. Kaminski & Heyward Streets Water Mains

- Engineer: Weston & Sampson
- Design Fee: \$27,250.00
- Design Start: 10/5/2017
- Design Finish: 4/9/2018 (Actual)
- Bid ad date: 4/11/2018 (Actual)
- Bid due date: 5/8/2017 (Actual)
- Bid Amount: TBD
- Scope: Install 505 LF of 6-in. PVC water main on Heyward Street and 1,555 LF of 6-in. PVC water main on Kaminski Street with new house service lines and fire hydrants. Work includes sidewalk and street restoration.
- Status: Design documents are 100% complete. SCDOT and SCDHEC permits approved as of 3/30/2019.

9. West End Sewer Rehabilitation-Design

- Engineer: AECOM
- Design Fee: \$219,500.00
- Design Start: 10/2/2017
- Design Finish: 11/15/2019 (Planned)
- Design is 10% complete
- Scope: The project consists in obtaining engineering services for conducting a sewer system evaluation survey (SSES) and preparing design plans and specifications for the rehabilitation of the West End sewer system. The work covers approximately 40,000 linear feet of sewer mains. The work includes identification of system deficiencies such as structural, operations and maintenance, and infiltration and inflow (I/I) problems. The rehab work will be performed in two Phases: Phase I includes the SSES work and Phase II consists of the rehabilitation of the sewer system by replacing sewer mains, manholes and lining the existing sewer mains as recommended by the Engineer.
- Status: Waiting for engineer's technical recommendations and preliminary engineering report (PER) for CDBG.



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

10. West End District - Sewer System Evaluation Survey (SSES)

- Bid ad date: 10/25/2017
- Bid due date: 11/2/2017
- Notice of Award: 11/20/2017
- Notice to Proceed: 12/11/2017
- Completion date: 1/18/2018
- Bid Amount: \$114,135
- Contractor: Hydrostructures, PA
- Scope: Work includes closed circuit television (CCTV) inspection and cleaning of approximately 40,000 linear feet of sewer mains in the West End District.
- Status: Work completed. Pending punch list items.

11. Constitution Park Bulkhead Replacement

- Engineer: McSweeney Engineers, LLC
- Design Fee: \$ 13,393
- Design Start: 10/5/2017
- Design Finish: 4/9/2018 (Actual)
- Bid ad date: 4/11/2018 (Actual)
- Bid due date: 5/8/2018 (Actual)
- Bid amount: TBD
- Scope: Remove and replace approximately 70 linear feet of timber bulkhead at Constitution Park. Work includes replacement of storm drains and sidewalk restoration.
- Status: Design complete. SCDHEC and USACE permits are approved.

Attachment: Engineering Monthly Report_March 2018 (2500 : March 2018 Engineering Monthly Report)



**City of Georgetown
Engineering Monthly Report
March 2018**

Engineering - Orlando Arteaga, PE

Date: April 9, 2018

12. Screven Street Restroom Renovation

- Architect: None
- Contractor: Cade Construction, LLC
- Contract Amount: \$43,785.00
- Notice of Award: 1/22/2018
- Notice to Proceed: 2/13/2018
- Construction Start: 3/5/2018
- Scope: Interior fit-out includes replacement of toilet fixtures, accessories, partitions, ceramic tile wall, new drywall ceiling, new light fixtures, new epoxy-painted floor, new hurricane-rated doors, frames and hardware.
- Status: Contractor mobilized on 3/5/2018. Restoration work is ongoing.

13. West End Sidewalk Improvements

- Engineer: Cagle Engineers
- Design fee: \$21,500
- Contractor: TBD
- Scope: New sidewalk along Front Street between Alex Alford and Lafayette Streets
- Status: Surveying work is complete. Design work is ongoing.

PRIVATE DEVELOPMENT PROJECTS: None

SCDOT ENCROACHMENT PERMITS: Four (4)

Attachment: Engineering Monthly Report_March 2018 (2500 : March 2018 Engineering Monthly Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2493)**

Meeting: 04/19/18 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Rick Martin

Initiator: Rick Martin

Sponsors:

DOC ID: 2493

March 2018 Housing & Community Development Report

**Housing & Community Development
Monthly Report
March 2018**

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	0
Re-Inspection	0
Footings	2
Rough Inspections	27
Electrical	21
Mobile Home	1
On-site	22
CO	14
CC	1
TRC	2
Plan Review & Sign	2
City Alarm System	2
Total	98

Meetings: ARB 1 Item, BZA 1 Item; KGB 1 meeting; CBA- no meeting, CAB- 0 meeting, PC-1

Review Meetings/On-site visits

Safety inspections

Other Meeting

Weekly Staff Meeting

Monthly Safety Meeting

Monthly Council Meeting

Council Workshops

Monthly Updates on Projects for March

Honorable Mayor & Council:

- Construction continued at the Harbor Walk Marina, the Peak Shaving building and a new office building on the corner of Fraser and Highmarket Street;
- We issued a C/O for the Maryville Fire Station, South Island Assisted Living, as well as the East Bay Bathroom;
- We currently have 7 new residential homes under construction;
- We had meetings with the ARB and Planning Commission this month;
- Janet is extremely busy with overgrown lots, helping with signage, ARB, business license, and encroachment permits;
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park. She is doing site visits on the main corridors and Front Street each Monday and Friday;
- Matt is working with all departments as well as Planning and Zoning as well as beginning to work with the Planning Commission;
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as the Board Secretary, scheduling inspections and meetings for the office; and

- Debra, Janet, Cindy, and Matt have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

Thanks Again,
Rick Martin

Code Enforcement

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

Total Letters Issued for Overgrown Lots	5
Total Letters Issued for Neglect of Structures	0
Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/ Electronic Devices	0
Total Letter Issued for Vision Clearance	0
Total Work Orders Sent to Streets and Sanitation	0
Total Letters Sent for Dilapidated Structures	0
Total Letters sent for Sign Violations	0
Total Referrals for Water and Sewer	0
Total Citations Issued for Overgrown Lots	1
Total Citations Issued for Trash Violations	0
Total Citations Issued for Business Licenses	6
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0

Total Demolitions

Total Dilapidated Structures Removed 1	1. 2002 A Emanuel St. TMS #05-17-261
--	--------------------------------------

Permits

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

Complaints

Total Complaints	5
Total referrals to Electric-Tree Crew	0

Administrative Assistant II

Board & Commissions:

ARB:

- Owners of 714 Duke Street was seeking approval for a fence.
- Owners of 116 St. James Street was seeking approval for an addition and alterations.

ARB (On-Site):

1. On-site for 116 St. James Street to gather more information.

BZA:

1. The owner of 1923 Highmarket St. was seeking a variance to Article VIII (setbacks)

Planning Commission:

1. The meeting was cancelled due to a lack of a quorum.

CAB (Community Appearance Board):

1. None

CBA (Construction Board of Appeals):

1. None

TRC:

None

FOIA:

1. #796

Permit Valuation Report:

Commercial Addition	0
Commercial Alteration	0
Commercial Electric	4
Commercial Gas	0
Commercial Mechanical	1
Commercial New Build	1
Commercial Plumbing	0
Commercial Roofing	1
Demolition	0
Mobile Home	0
Residential Addition	0
Residential Alteration	2
Residential Electrical	3
Residential Gas	2
Residential Mechanical	3
Residential New Build	1
Residential Plumbing	3
Residential Roofing	0

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
- Working on 2018/2019 Budget

Community Planner/GIS Technician

- Out of office for the South Carolina Association of Hazard Mitigation (SCAHM) Conference March 12-14.
- Worked on the SCEMD grant for Ms. Haselden, trying to get the agreements finalized and present to council during workshop.
- Zoning compliance letters for 1802 S. Island Rd. & 1802 S. Fraser St., property being sold.
- Continue to edit and post public information to the city website.
- Worked on budget and helped get information for budget retreat together.
- Sign Permits: Tidelands Health Doctor's Offices around town.
- Temporary Sign Permits: Castaways Bar and Grill, Family Worship Church, Better Built Structures, & Das Properties.
- Put together information on mobile homes for other municipalities and researched what other areas do.
- Sent Larry Feagin and Walter Gibson Order on Variance letters from the BZA meeting in March where the board denied his variance request. This will require Mr. Gibson to remove the addition that he built on the front of the building located at 1923 Highmarket St.
- Discussion with Richard and Donald Smith on the Riverside Planned Development which was going to PC for reversion (Art. XVIII, Sec. 1803) but meeting was cancelled due to lack of quorum.
- Put together and sent out packets for BZA meeting for 112 St. James St. variance request.
- Working with Mr. Drayton on multiple properties for zoning and regulations to build some houses.
- Meeting with Bow Tie, LLC who is developer for the residential condos/apts behind the Post Office. They will go to Planning Commission for amendments on height and density to the PD in late April.

Keep Georgetown Beautiful

- Inventoried and sent dilapidated letters.
- Attended and assisted with CBA and BZA meetings.
- Obtained quotes for trash cans for the Community Pride Grant.
- Assisted with choosing site locations for donated AED's on Front Street.
- Attended South Carolina Litter Control Association and Keep South Carolina Beautiful.
- Assisted with new sign for Fire Department
- Resupplied doggie dispensers.
- Rode Corridors and Maryville checking code violations and assisted with others in the City.
- Followed up on violations.
- Sent letters, emails, made phone calls and visits concerning code violations.
- Performed various other duties and tasks related to Keep Georgetown Beautiful, Code Enforcement and Housing & Community Development.

FRIENDS OF THE KAMINSKI HOUSE REPORT – March 2018

March has been a busy month at the museum. Visitors came from 36 states and 5 foreign countries. This fiscal year-to-date, we have had visitors from every state except Hawaii. Tour visitors were up 15% for March and are up 18% year-to-date.



The cold weather in March made us push back the date for our seasonal flower planting, but we had a good turn-out of volunteers for our Spring Garden Clean-Up day on March 16th and were able to clean out a lot of the flower beds and planters.

At the end of the month, staff planted new flowers in all of the flower boxes and the beds were mulched by the museum's landscaping company. The grounds are now

ready for the busy season of Spring events and rentals.



In preparation for the museum's upcoming Wedding Showcase on April 29th, a temporary exhibition of wedding dresses was installed in March. Displayed throughout the house, the dresses are on loan from local collector Melissa Levey and cover the time period from 1905 – 2010.

The annual East Egg Hunt, done in partnership with the Cultural Council of Georgetown County and the Georgetown Business Association was a huge success on Saturday, March 31st. 275 children and adults participated in the event that was held on the lawn of the Kaminski House and in Rainey Park.

Volunteers continue to play a vital role in the daily operation of the Kaminski House Museum. In March our volunteers worked about 182 hours giving tours, working in the museum shop, doing garden work, doing curatorial work, and helping in the offices.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2503)**

Meeting: 04/19/18 05:30 PM

Department: Economic Development

Category: Report

Prepared By: Gloria Tinubu

Initiator: Gloria Tinubu

Sponsors:

DOC ID: 2503

March 2018 Economic Development Report

ECONOMIC DEVELOPMENT MONTHLY REPORT (MARCH 2018) TO THE MAYOR AND CITY COUNCIL

PREPARED BY: GLORIA BROMELL TINUBU, DIRECTOR
APRIL 11, 2018

1. City-wide

Overview: The Department organizes its activities into City-wide and five economic development districts (EDDs) patterned after the five Fire Districts, i.e., Maryville, West End, Historic, Airport/North Highmarket, and Willowbank.

- **Opportunity Zone Nomination:** On March 23, 2018, the Governor announced his nominations to U.S. Department of the Treasury for designation as Opportunity Zones, and 2 out of the 3 census tracts that the City fall within were selected for designation! Census Tract 9203.02 which includes our Historic District and Willowbank was submitted by the City (see attached: it should be noted that census tract 9206 was also nominated, the City's most impoverished census tract, but it was not recommended by the Governor) and census tract 9207 which includes a part of the West End and all of Maryville was submitted by the County (see maps below).



Census Tract 9203.02



Census Tract 9207

What are Opportunity Zones? According to www.scoopportunityzone.com: Opportunity Zones are a new community development program established by Congress as a part of the Tax Cuts and Jobs Act of 2017, they are designed to encourage long-term private investments in low-income communities. This program provides a federal tax incentive for taxpayers who reinvest unrealized capital gains into "Opportunity Funds," which are specialized vehicles dedicated to investing in low-income areas called "Opportunity Zones." The Treasury Department has 30 - 90 days to inform the Governor whether or not his recommendations have been approved.

ECONOMIC DEVELOPMENT MONTHLY REPORT (MARCH 2018) TO THE MAYOR AND CITY COUNCIL

PREPARED BY: GLORIA BROMELL TINUBU, DIRECTOR

APRIL 11, 2018

- **Economic Incentive Areas:** Continuing to review the City's Economic Development Incentive Program as well as review previous incentive initiatives discussed in the City's Comprehensive Development Plan (2011) such as Priority Investment Zones (see attached).
- **New Business Assistance Guide:** Thanks to Josie Utley, Economic Development Intern, the Guide is 90% completed and should be available for distribution by May 1.
- **Allies for Arts & Business, April 14, 2018 (9:30am – 2:30pm, 901- 905 Front Street):** The primary sponsor is the SC Arts Commission while Economic Development is one of several co-sponsors (others include *SC African American Heritage Commission, Georgetown Innovation Center, Cultural Council of Georgetown County, and Coastal Carolina University*. Event is free and lunch will be served.

This meeting is open to artist entrepreneurs, cultural heritage or tourism industry who are looking to start a business or their current business intersects with the above industries, located in Georgetown and Horry counties, but also includes the contiguous counties of Berkeley, Charleston, Dillon, Marion, and Williamsburg.

2. Historic Economic Development District

Overview: The Historic District is defined as east of Fraser Street and south of Church Street to the waterfront on east and south.

- **Game Changer.** Continued discussions/meetings with developer for property located at the corner of Duke and St. James.

3. West End Economic Development District

Overview: The West End is defined as west of Fraser Street and the south side of Highmarket Street to the city limits.

- **West End Redevelopment Sub-Committee (West End RSC):** Held its last meeting on March 19. The next meeting is scheduled for April 16 at 6:00 pm at the Howard Center located at 1610 Hawkins Streets. We will have a guest speaker, Dr. Pamela Martin, Professor at Coastal Carolina University (CCU). Dr. Martin is the Director of CCU's UN RCE/Georgetown RISE project. She will talk about energy efficiency, lowering energy costs, opportunities for potential job

ECONOMIC DEVELOPMENT MONTHLY REPORT (MARCH 2018) TO THE MAYOR AND CITY COUNCIL

PREPARED BY: GLORIA BROMELL TINUBU, DIRECTOR

APRIL 11, 2018

training in those areas. She will share examples of low income communities in Denver have used state weatherization funding to pay for solar and energy efficiency.

- **CPAT (Community Planning Assistance Team) Application:** Jeff Parkey of SCPAT informed me both verbally and via email that our application, "West End Neighborhood Revitalization Project: Addressing Dilapidated and Deteriorated Structures," has been recommended: His email stated:

"...the CPAT steering committee recommended taking on the Georgetown project. Following our visit on April 27 to discuss a few details concerning the project scope, a formal letter from me on behalf of SCAPA will be forthcoming regarding acceptance of the project."

4. Willowbank Economic Development District

Overview: Willowbank is defined as the area east of Fraser Street and the north side of Church Street to the city limits.

- **Richmond Place Apartments.** Continued communications with the developer around economic incentives for the project.
- **Bethel AME Church's Waterfront Inn Redevelopment Project:** Have held several meetings during the course of the month to continue to move forward with the development of the proposed Gullah Geechee Institute.

5. Training/Travel/Meetings

- Attended City Council Retreat, March 16 – 17, 2018
- Guest Speaker at the Georgetown School, March 21, 2018
- Main Street Now Conference, Kansas City, MO, March 26 – 29, 2018

CENSUS TRACT- 45043920600 (PRIORITY 1)

TRACT STATUS: LOW-INCOME COMMUNITIES

CONTACT INFORMATION:

Gloria Tinubu, Economic Development Director
 City of Georgetown
 1134 N. Fraser Street
 Georgetown, SC 29440
gtinubu@cogsc.com | 843-545-4075 |

**CENSUS TRACT- 9206 (SEE MAP TO THE RIGHT)****Poverty Rate:** 39%**Median Household Income:** \$23,482**Unemployment Rate:** 28%**DESCRIPTION****Why the Opportunity Fund (private investment) should invest in this census tract:**

Census Tract 45043920600, which includes the West End and North Highmarket neighborhoods of the City of Georgetown, provides numerous opportunities for private investors to use capital gains tax deferrals as an economic development tool for both residential and commercial development along Fraser Street, Highmarket Street, Church Street, Merriman Road, Front Street, and Anthuan Maybank Drive. The City is currently establishing a TIF District that covers a large portion of the commercial areas in the census tract and has already invested millions of public dollars in infrastructure improvements to incentivize private investment in the area.

EXAMPLE OF PROJECTS

Examples of projects or potential projects in our area: 1) Develop multifamily housing on the West End side of Front Street, 2) Promote cultural heritage tourism through the creation of Cultural District that connects the Downtown Historic District with the West End neighborhood, 3) Major rehabilitation of existing housing stock and in-fill housing development for artists and local workforce (School District, Hospital, Public Safety) 4) In-fill vacant commercial buildings with businesses already identified as having demand leakages, e.g., electronics, hardware, women's and children's clothing, etc.

CENSUS TRACT-45043920302 (PRIORITY 2)

TRACT STATUS: ELIGIBLE CONTIGUOUS TRACT

Indicator	9203.02	Region
% of Occupied Units Lacking Kitchen and/or Plumbing (2011-15)	10%	6%
% of Renter Households Receiving Project-Based Housing Assistance (2016)	7%	5%

**DESCRIPTION**

Why the Opportunity Fund (private investment) should invest in this census tract: While this area does not suffer from the same conditions as the Priority 1 area (high poverty, low household income, and high unemployment rate), this area is adjacent to our Priority 1 area and has higher percentages of both occupied units that lack kitchen and plumbing and higher percentage of households receiving project-based housing assistance than in the region. It contains our core commercial and the major corridor into the City from the north (Church Street/Highway 17 which leads to Myrtle Beach) and portions of the Fraser Street corridor from the south which leads to Charleston. This area has suffered from a major fire in 2013 (700 block of Front Street), a major flood episode in 2015, and major hurricane damage in 2016. However, in spite of the challenges, there are tremendous opportunities for private investment in our Downtown (Front Street), along Church and Fraser Streets.

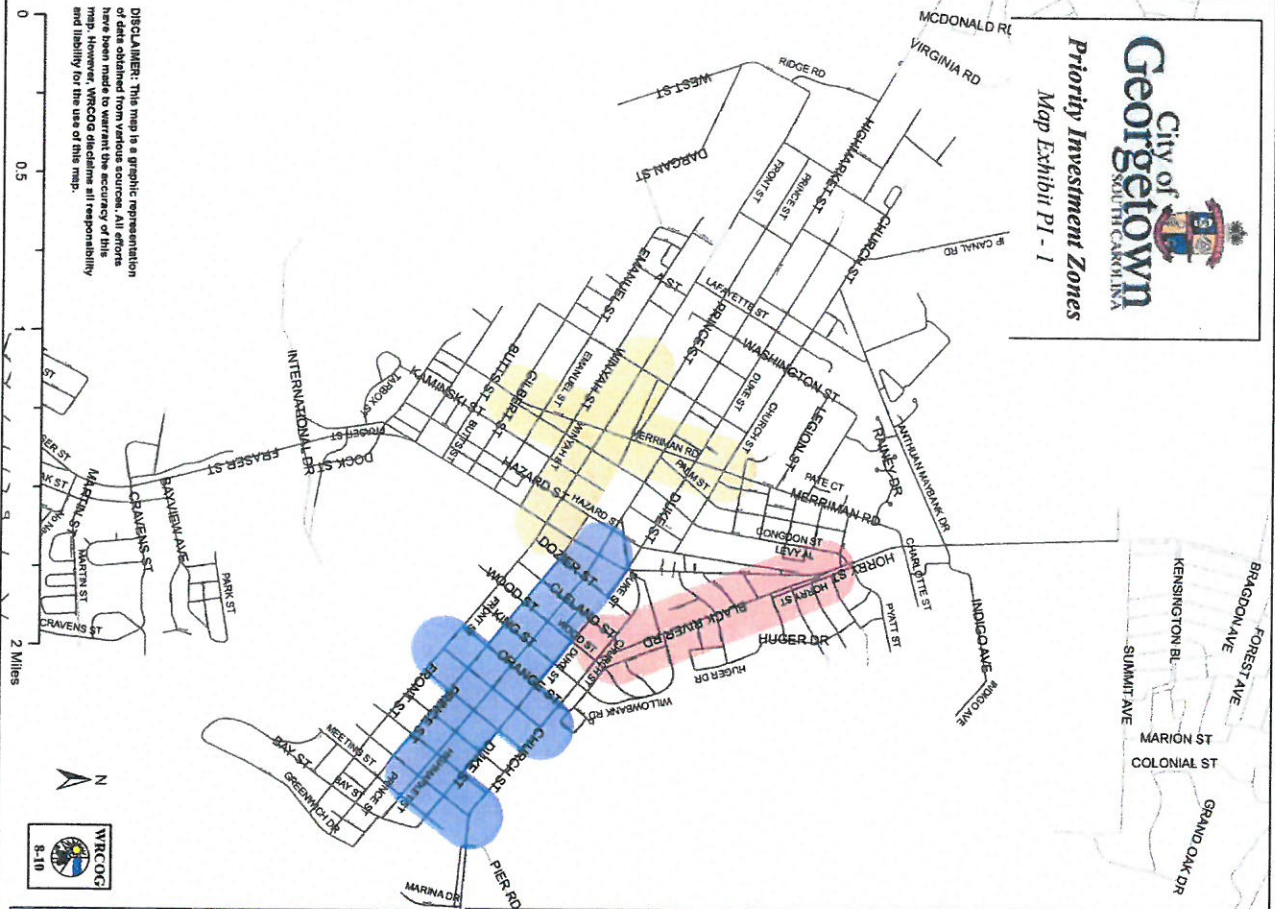
EXAMPLE OF PROJECTS

Examples of projects or potential projects in our area: 1) Hotel project on the waterfront, 2) Downtown Parking Deck, 3) Market rate apartments, 4) Gullah Geechee Institute to promote cultural tourism, 5) Working Waterfront project, 6) Re-opened Steel Mill, 7) Major entertainment/recreation facility, and 8) the development of the 700 Block and Goat Island.

REQUEST

We respectfully request that Census Tract- 45043920600 (PRIORITY 1) be named an Opportunity Zone and that the contiguous Census Tract-45043920302 (PRIORITY 2), also be named an Opportunity Zone because it contains our downtown area and is the heartbeat of our historic district.

City of Georgetown
SOUTH CAROLINA
Priority Investment Zones
Map Exhibit P1 - 1



Black River Road Zone

Purpose: The purpose of this zone is to enhance the aesthetics and functionality of this highly traveled road and to support infrastructure and other amenities conducive to the retention and expansion of the hospital system. The zone is further intended to promote the continuation of adjacent residential uses and encourage compatible mixed uses.

Initiatives/Incentives may include, but are not limited to:

- Prioritized sidewalk installation the full length of the corridor
- Examination and potential increase of housing density associated with occupancies incidental to the hospital use
- Prioritized intersection improvements/realignment at Church Street
- Enhanced hospital emergency access through signalization and possible turn lane(s)
- Permitting incentives for hospital expansion and/or other improvements along the corridor

West Front Street / Merriman Road Zone

Purpose: The purpose of this zone is to promote the revitalization of properties adjacent to the corridors providing access to the city's West End, to encourage housing infill and the stabilization of density, and to promote small businesses through the creation and/or enhancement of compatible mixed use clusters. It is further the intent of this designation to provide for expansion of initiatives/incentives to adjacent streets and corridors as milestones within the initial zone's boundaries are met. Initiatives/Incentives may include, but are not limited to:

- Prioritized sidewalk installation/repair
- Waiver of permitting fees for new residential construction
- Waiver of tap on fees for new residential construction
- Density bonuses for affordable housing construction
- Improved street lighting
- Creation of a land bank to assist in the conversion of abandoned properties to viable use
- Prioritized identification and removal of dilapidated housing
- Creation of an assistance program to owners choosing to make repairs or upgrades to their property
- Examination of zoning provisions to potentially allow mixed uses and residential zero-lot-line development
- The creation of a business incubator

Historic Gateway

Purpose: The purpose of this zone is to enhance the major corridors leading to the city's historic downtown and residential areas, anchored by major intersection improvements. Further the zone is intended to encourage the rehabilitation of historic structures and to restore density. This zone may be expanded to Prince and Duke Streets.

- Prioritized sidewalk installation/repair including improvements to ramping and crosswalks
- Waiver of permitting fees for facade and exterior rehabilitation
- Pursuing facade grants for historic structures and providing additional local incentives
- Prioritized anchor intersection improvements at the gateway intersections of Fraser/Highmarket and St. James/Church Streets with special zoning overlay standards. Prioritized improvements to the Church Street/Broad Street intersection may also be pursued.
- Increased density tied to architectural standards
- Revamped zoning requirements to accommodate historic setbacks and streetscapes
- Examination of zoning provisions to allow professional and minimally intense mixed uses.
- Prioritized improvements to Highmarket Street including the installation of roundabouts at major intersections (where right-of-way permits)
- Improved wayfinding signage

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2507)**

Meeting: 04/19/18 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 2507

March 2018 Finance & IT Reports

March 2018 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: Aerosauce, Blue Ribbon Mobile Grooming, Chriss Lawn Maintenance, Crews Land Surveying LLC, ecoATM LLC, Icehouse, Ki'She Nail Studio, Old Georgetown Creamery, Quetta Styles, RDB Business Services, The Jump Off, Thelma's Beauty Bar, Zzorco Consulting Services LLC.

Projects Progress:

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

FY2018/19 Budget: The budget process is going well. We presented a PowerPoint Presentation with some budget highlights to Council at the retreat on March 16th and distributed a preliminary budget document. Individual meetings with Mayor and Council were very productive. The first budget workshop is scheduled for Tuesday, May 8th at 4:00pm. As always, if you have any questions or suggestions about the budget, please do not hesitate to contact us.

State Revolving Fund: We are in the process of completing the loan applications for funding for the Historic District Water Project (\$1,800,000) and the West End Sewer Rehabilitation Project (\$2,950,000). Both projects are budgeted in FY2018/2019.

Business License: Business License Renewals are due by May 15th. Business License revenues continue to be the second largest revenue source in the General Fund.

HTAX/ATAX: The next HTAX/ATAX committee meeting will take place in June for funds that will be distributed in FY 2019.

Upcoming Procurement Projects:

- Drainage Project (Phase I & Phase II)
- Peak Shaving Project
- North Side Water Storage Tank
- Constitution Park Bulkhead Project
- LED Street Light Project

Attached are the Budget Performance Reports for March 2018.

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	1,259,207.02	722,758.08	1,536,448.94	CDBG #4-CI-15-012	
2	Federal Highway Administration	East Bay Park Recreational Trail (SCPRT)	77,758.60	19,439.65	7,750.00	89,448.25	P28051500715	
3	SC Department of Commerce	Ladder Fire Truck	500,000.00	377,987.00	22,000.00	855,987.00	CDBG #4-CE-16-003	
<u>STATE GRANTS</u>								
4	SC Rural Infrastructure Authority	N. Congdon St & CSX Drainage Ditch Improvement Project	159,365.00	133,720.00	150,663.81	142,421.19	#R-16-1094	
5	SC Parks, Recreation, & Tourism	East Bay Park Recreational Trail - Phase I (SCPARD)	41,003.52	10,250.88	-	51,254.40	2018101	
6	SC Muni Insurance Trust	2018 Public Works Equipment	2,000.00	2,000.00	1,805.09	2,194.91	-	
7	SC Muni Insurance Trust	2018 Fire Equipment	2,000.00	2,000.00	738.97	3,261.03	-	
<u>OTHER GRANTS</u>								
8	Palmetto Pride	Keep South Carolina Beautiful 2018	7,821.00	-	-	7,821.00	-	
9	Palmetto Pride	Community Pride Grant 2018	8,000.00	-	-	8,000.00	-	
TOTAL			1,797,948.12	1,804,604.55	905,715.95	2,696,836.72		

CITY OF GEORGETOWN

SALE OF ASSETS - FY 2017/2018

Account #0010-00-391-001

G/L Date	Gov Deal #	Asset #	Dept.	Description	Amount	Sales Tax	Total Proceeds	GovDeals Fee	Notations
-	507	12191	Finance	APC Symetra LX Battery	-	-	-	-	no bids
7/27/2017	509	-	Fire	File Lateral Cabinet (5 drawer)	20.00	1.40	23.90	2.50	Charlie Lee; Rec. # 2018-00091
				Total July	20.00	1.40	23.90	2.50	
08/16/17	508	12160	Fire	Fire Boat Pump	195.00	13.65	223.27	14.62	William Newkirk; Rec. #2018-7039
				Total August	195.00	13.65	223.27	14.62	
-	-	-	-	No Activity	-	-	-	-	-
				Total September	-	-	-	-	
-	-	-	-	No Activity	-	-	-	-	-
				Total October	-	-	-	-	
-	510	-	Finance	Glass Countertop	-	-	-	-	no bids
				Total November	-	-	-	-	
-	-	-	-		-	-	-	-	-
				Total December	-	-	-	-	
01/12/18	511	-	Wastewater	File Cabinets index card style	87.01	6.09	93.10	6.53	William Brown; Rec. # 2018-31811
				Total January	87.01	6.09	93.10	6.53	
-	-	-	-	-	-	-	-	-	-
				Total February	-	-	-	-	
03/01/18	512	-	Fire	Honda Generator	171.00	11.97	195.79	12.82	Matt Robinson; Rec # 2018-39939
				Total March	171.00	11.97	195.79	12.82	
04/11/18	513	-	Fire	BASR2 Refrigerator	151.00	10.57	172.89	11.32	Zachary Simpson; 2018-44198
				Total April	151.00	10.57	172.89	11.32	
-	-	-	-		-	-	-	-	-
				Total May	-	-	-	-	
-	-	-	-		-	-	-	-	-
				Total June	-	-	-	-	
-	-	-	-		-	-	-	-	-
				TOTAL PER G/L	624.01	43.68	708.95	47.79	

*As of Dec. 2016 the GovDeals Fee is included in the customers total. Therefore, the customer is responsible for the fee (Administrative Fee).

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account	Account Description									Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
Fund	0010 - General Fund																
	REVENUE																
	Department 00 - Revenue																
	Property Taxes																
311.001	Property Taxes - Real									3,065,142.00	88,692.24	.00	2,821,658.20	243,483.80	92	3,031,250.76	
311.003	Property Taxes - Vehicles									270,000.00	20,962.88	.00	175,642.37	94,357.63	65	286,244.78	
311.005	Prop Tax-Penalties & Cost									31,000.00	.00	.00	.00	31,000.00	0	35,674.17	
	Property Taxes Totals									\$3,366,142.00	\$109,655.12	\$0.00	\$2,997,300.57	\$368,841.43	89%	\$3,353,169.71	
	Licenses and Permits																
321.001	Business Licenses									2,500,000.00	39,915.42	.00	141,307.51	2,358,692.49	6	2,704,578.74	
321.002	Business Lic - Penalties									11,000.00	57.71	.00	6,330.83	4,669.17	58	11,321.29	
322.001	Cable TV Franchise									75,000.00	1,596.66	.00	54,350.67	20,649.33	72	121,838.13	
322.002	S.C. Electric & Gas Co.									42,000.00	.00	.00	.00	42,000.00	0	39,536.78	
323.001	Electrical Permits									3,500.00	363.00	.00	3,456.00	44.00	99	5,976.00	
323.002	Plumbing Permits									1,000.00	168.00	.00	1,705.00	(705.00)	170	6,030.00	
323.003	Gas Permits									600.00	30.00	.00	300.00	300.00	50	853.00	
323.004	Building Permits									85,000.00	641.00	.00	33,530.00	51,470.00	39	151,114.55	
323.005	Yard Sale Permits									100.00	3.00	.00	45.00	55.00	45	81.00	
323.006	Mobile Home Permits									100.00	.00	.00	450.00	(350.00)	450	375.00	
323.007	Demolition & Clearance									1,500.00	.00	.00	9,275.00	(7,775.00)	618	36,934.00	
323.008	Mechanical Permits									6,000.00	357.00	.00	7,816.00	(1,816.00)	130	6,922.00	
323.010	Bus Lic Inspection Fee									1,000.00	200.00	.00	800.00	200.00	80	1,300.00	
323.013	Burning Permit									.00	.00	.00	50.00	(50.00)	+++	.00	
323.014	Construct Parking Permit									50.00	.00	.00	30.00	20.00	60	.00	
323.015	Reinspection Fee									250.00	75.00	.00	750.00	(500.00)	300	150.00	
323.016	Permit Not Posted On-Site									.00	.00	.00	75.00	(75.00)	+++	75.00	
323.018	Moving Permit									.00	.00	.00	100.00	(100.00)	+++	100.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
323.019		Stop Work Order Fee								200.00	.00	.00	288.00	(88.00)	144	120.00	
323.020		Board of Appeals Fee								500.00	.00	.00	150.00	350.00	30	600.00	
323.021		Zoning Fees								1,000.00	.00	.00	300.00	700.00	30	755.00	
323.022		Plan Review Fee								15,000.00	.00	.00	9,400.50	5,599.50	63	61,479.50	
323.023		Sign Permit Fee								4,500.00	360.00	.00	3,364.00	1,136.00	75	4,510.00	
323.024		Planning Commission Fees								200.00	.00	.00	.00	200.00	0	300.00	
323.025		ARB Fees								900.00	180.00	.00	1,050.00	(150.00)	117	1,005.00	
323.026		Plat Approval Fees								300.00	40.00	.00	280.00	20.00	93	460.00	
323.027		Special Events Permit								500.00	.00	.00	436.00	64.00	87	659.00	
323.028		Miscellaneous permits								500.00	125.00	.00	225.00	275.00	45	795.91	
364.000		Housing Authority FILOT								36,000.00	.00	.00	.00	36,000.00	0	43,024.87	
		Licenses and Permits Totals								\$2,786,700.00	\$44,111.79	\$0.00	\$275,864.51	\$2,510,835.49	10%	\$3,200,894.77	
		Impact Fees															
324.008		Fire Impact Fee								60,000.00	.00	.00	38,731.42	21,268.58	65	205,904.26	
		Impact Fees Totals								\$60,000.00	\$0.00	\$0.00	\$38,731.42	\$21,268.58	65%	\$205,904.26	
		Fines and Forfeitures															
351.001		Police Fines								170,000.00	9,832.49	.00	88,196.35	81,803.65	52	151,459.89	
351.003		Parking Fines								2,000.00	.00	.00	710.00	1,290.00	36	1,170.00	
351.008		Victim's Asst. Fees-(%)								15,000.00	1,403.05	.00	10,568.12	4,431.88	70	18,734.99	
351.009		Victim's Asst. Flat Fees								7,000.00	535.16	.00	4,589.35	2,410.65	66	8,806.38	
351.012		Traffic Education Program Fees								1,000.00	.00	.00	420.00	580.00	42	980.00	
		Fines and Forfeitures Totals								\$195,000.00	\$11,770.70	\$0.00	\$104,483.82	\$90,516.18	54%	\$181,151.26	
		Charges for Services															
344.005		SRO Reimbursement								65,000.00	.00	.00	.00	65,000.00	0	70,578.00	
351.010		Misc Police Revenue								2,000.00	157.00	.00	2,790.70	(790.70)	140	6,949.72	
363.001		Fees for GIS/B&P Documents								25.00	.00	.00	20.50	4.50	82	22.50	
363.005		FOIA Fees								100.00	.00	.00	62.50	37.50	62	109.75	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Charges for Services Totals								\$67,125.00	\$157.00	\$0.00	\$2,873.70	\$64,251.30	4%	\$77,659.97	
		State Shared															
311.004		Inventory Tax								132,978.00	.00	.00	66,489.06	66,488.94	50	132,978.12	
311.006		Homestead Exemption Tax								128,000.00	.00	.00	.00	128,000.00	0	131,476.18	
311.007		Manufacturer's Tax Reduce								20,000.00	.00	.00	.00	20,000.00	0	30,684.98	
311.008		Motor Carrier Lieu of Tax								8,000.00	1,461.48	.00	9,451.47	(1,451.47)	118	10,825.81	
335.001		Local Government Fund								185,000.00	.00	.00	103,481.98	81,518.02	56	209,845.96	
351.007		Sunday Liquor Sales								15,000.00	.00	.00	1,750.00	13,250.00	12	19,280.00	
		State Shared Totals								\$488,978.00	\$1,461.48	\$0.00	\$181,172.51	\$307,805.49	37%	\$535,091.05	
		Local Grants															
332.008		Other Local Grants								8,000.00	.00	.00	7,821.00	179.00	98	8,501.41	
		Local Grants Totals								\$8,000.00	\$0.00	\$0.00	\$7,821.00	\$179.00	98%	\$8,501.41	
		Federal Grants															
335.004		Fema Recovery								75,000.00	.00	.00	65,041.91	9,958.09	87	162,739.86	
		Federal Grants Totals								\$75,000.00	\$0.00	\$0.00	\$65,041.91	\$9,958.09	87%	\$162,739.86	
		Investment Earnings															
361.001		Investment Earnings								30,000.00	8,978.66	.00	44,058.78	(14,058.78)	147	29,892.73	
		Investment Earnings Totals								\$30,000.00	\$8,978.66	\$0.00	\$44,058.78	(\$14,058.78)	147%	\$29,892.73	
		Miscellaneous															
362.000		Rents and Royalties								24,000.00	1,521.00	.00	28,301.87	(4,301.87)	118	34,059.30	
364.001		Steel Mill FILOT								.00	17,125.48	.00	17,125.48	(17,125.48)	+++	22,155.07	
368.000		Work Comp Reimbursement								600.00	13,878.00	.00	14,616.08	(14,016.08)	2436	34,954.13	
369.000		Cash Over & Short								.00	.00	.00	94.45	(94.45)	+++	(411.30)	
369.002		Miscellaneous Revenue								3,000.00	224.00	.00	19,786.05	(16,786.05)	660	32,738.03	
369.003		Insurance Proceeds								15,000.00	.00	.00	23,071.15	(8,071.15)	154	75,573.98	
369.005		Set-off Debt Collection Fees								1,500.00	175.00	.00	828.94	671.06	55	1,025.00	
369.013		Returned Check Fees								4,500.00	120.00	.00	2,430.00	2,070.00	54	3,930.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account	Account Description									Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
370.000	Overpayments									.00	.00	.00	.00	.00	+++	15,558.00	
	Miscellaneous Totals									\$48,600.00	\$33,043.48	\$0.00	\$106,254.02	(\$57,654.02)	219%	\$219,582.21	
	Operating Transfers In																
392.001	From Electric Fund									1,400,000.00	116,666.63	.00	1,049,999.67	350,000.33	75	1,399,999.56	
392.003	From Accom Tax Fund									29,000.00	.00	.00	27,272.83	1,727.17	94	30,364.32	
392.009	From Hospitality Fund									108,000.00	9,000.00	.00	81,000.00	27,000.00	75	108,000.00	
394.002	Transfer from fund balance									86,864.00	.00	.00	.00	86,864.00	0	.00	
	Operating Transfers In Totals									\$1,623,864.00	\$125,666.63	\$0.00	\$1,158,272.50	\$465,591.50	71%	\$1,538,363.88	
	Financing Proceeds																
393.003	GO Bond Proceeds									2,000,000.00	.00	.00	.00	2,000,000.00	0	.00	
	Financing Proceeds Totals									\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	0%	\$0.00	
	Sale of Assets																
391.001	Sale of Assets									5,000.00	183.82	.00	398.82	4,601.18	8	9,260.90	
	Sale of Assets Totals									\$5,000.00	\$183.82	\$0.00	\$398.82	\$4,601.18	8%	\$9,260.90	
	Department 00 - Revenue Totals									\$10,754,409.00	\$335,028.68	\$0.00	\$4,982,273.56	\$5,772,135.44	46%	\$9,522,212.01	
	REVENUE TOTALS									\$10,754,409.00	\$335,028.68	\$0.00	\$4,982,273.56	\$5,772,135.44	46%	\$9,522,212.01	
	EXPENSE																
	Department 01 - Administration																
	Personal Services																
400.101	Regular Pay									340,000.00	52,284.38	.00	269,546.27	70,453.73	79	348,439.49	
401.103	Overtime									5,000.00	889.76	.00	3,453.58	1,546.42	69	2,201.41	
405.114	FICA									27,539.00	4,009.30	.00	20,438.25	7,100.75	74	26,071.30	
406.116	Retirement									39,970.00	6,874.04	.00	34,054.29	5,915.71	85	38,192.34	
408.125	SCMIT Worker's Comp Ins.									4,500.00	1,827.12	.00	7,391.38	(2,891.38)	164	5,236.85	
410.001	Health Claims Cost									26,000.00	1,569.04	.00	13,860.56	12,139.44	53	19,837.00	
	Personal Services Totals									\$443,009.00	\$67,453.64	\$0.00	\$348,744.33	\$94,264.67	79%	\$439,978.39	
	Supplies																

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
500.101		Supplies and Materials								5,000.00		295.43	.00	5,008.51	(8.51)	100	6,180.18
500.102		Equipment								2,000.00		.00	.00	810.59	1,189.41	41	1,375.59
500.103		Furniture								8,500.00		.00	.00	.00	8,500.00	0	.00
500.105		Printing and Binding								100.00		.00	.00	2,997.81	(2,897.81)	2998	84.53
		Supplies Totals								\$15,600.00		\$295.43	\$0.00	\$8,816.91	\$6,783.09	57%	\$7,640.30
		Other Services & Charges															
610.111		Communications- Landline								6,000.00		419.93	.00	4,249.33	1,750.67	71	5,112.35
610.112		Postage								1,000.00		17.16	.00	997.42	2.58	100	677.06
610.1110		Communications- Wireless								3,800.00		267.29	.00	2,139.80	1,660.20	56	2,917.93
620.114		Advertising								300.00		.00	.00	884.00	(584.00)	295	390.00
640.124		Travel Expense								7,750.00		929.58	.00	3,963.66	3,786.34	51	2,795.51
650.127		Electricity								5,954.00		433.04	.00	4,278.94	1,675.06	72	6,306.85
650.128		Water								1,128.00		103.59	.00	448.56	679.44	40	632.92
650.129		Wastewater								1,487.00		136.87	.00	747.50	739.50	50	848.77
650.130		Sanitation								643.00		78.59	.00	707.31	(64.31)	110	810.08
650.133		Stormwater								400.00		56.54	.00	508.86	(108.86)	127	484.44
650.134		Security Lights								1,700.00		157.50	.00	1,417.50	282.50	83	1,890.00
650.1271		Electricity- Sales Tax								282.00		29.50	.00	252.45	29.55	90	292.39
660.139		Fleet Services Materials								1,200.00		.00	.00	304.93	895.07	25	1,059.32
660.145		Gasoline & Oil								1,500.00		224.94	.00	1,083.15	416.85	72	1,445.91
660.1391		Fleet Services Labor								1,000.00		.00	.00	467.50	532.50	47	536.25
670.156		Equipment Rental/Lease								7,200.00		991.11	.00	6,433.22	766.78	89	6,979.95
685.180		Membership Dues and Fees								3,400.00		.00	.00	2,329.95	1,070.05	69	3,021.95
685.182		Other Operating Expenses								3,000.00		81.74	.00	2,022.60	977.40	67	8,758.81
685.186		Training								2,250.00		.00	.00	111.80	2,138.20	5	529.00
685.1801		Subscriptions								300.00		.00	.00	51.45	248.55	17	63.05
686.187		Professional Services								100.00		.00	.00	.00	100.00	0	103.28

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
686.189		Employee Medical								200.00	.00	.00	.00	200.00	0	.00	
686.195		Repair/Maint Svc Contract								1,000.00	.00	.00	.00	1,000.00	0	42.00	
686.1895		Employee wellness services								1,250.00	98.49	.00	1,190.91	59.09	95	1,573.35	
		Other Services & Charges Totals								\$52,844.00	\$4,025.87	\$0.00	\$34,590.84	\$18,253.16	65%	\$47,271.17	
		Other Objects															
795.001		IT Internal Allocations								16,750.00	430.00	.00	11,010.62	5,739.38	66	26,138.14	
795.995		GF Cost Distribution								(215,000.00)	(17,916.66)	.00	(161,249.94)	(53,750.06)	75	(215,000.04)	
		Other Objects Totals								(\$198,250.00)	(\$17,486.66)	\$0.00	(\$150,239.32)	(\$48,010.68)	76%	(\$188,861.90)	
		Sub Department 02 - Mayor and Council															
		Personal Services															
400.101		Regular Pay								110,414.00	9,085.12	.00	82,114.34	28,299.66	74	111,239.10	
405.114		FICA								7,225.00	590.39	.00	5,410.01	1,814.99	75	7,254.93	
406.116		Retirement								11,235.00	1,122.21	.00	8,630.94	2,604.06	77	10,765.22	
410.001		Health Claims Cost								51,266.00	3,906.88	.00	31,430.68	19,835.32	61	42,072.62	
		Personal Services Totals								\$180,140.00	\$14,704.60	\$0.00	\$127,585.97	\$52,554.03	71%	\$171,331.87	
		Supplies															
500.101		Supplies and Materials								1,200.00	506.98	.00	1,866.94	(666.94)	156	1,710.23	
500.102		Equipment								1,500.00	.00	.00	.00	1,500.00	0	.00	
500.105		Printing and Binding								1,000.00	297.90	.00	1,019.06	(19.06)	102	.00	
		Supplies Totals								\$3,700.00	\$804.88	\$0.00	\$2,886.00	\$814.00	78%	\$1,710.23	
		Other Services & Charges															
610.111		Communications- Landline								800.00	46.96	.00	488.69	311.31	61	571.16	
610.112		Postage								1,000.00	10.81	.00	117.28	882.72	12	140.88	
610.1110		Communications- Wireless								3,500.00	303.05	.00	3,308.99	191.01	95	6,301.39	
620.114		Advertising								500.00	26.00	.00	289.25	210.75	58	1,283.75	
640.124		Travel Expense								14,500.00	100.00	.00	4,774.01	9,725.99	33	8,952.07	
670.156		Equipment Rental/Lease								10,000.00	810.00	10,530.00	7,290.00	(7,820.00)	178	9,720.00	

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Account		Account Description								Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
685.180		Membership Dues and Fees								1,200.00		.00	.00	.00	1,200.00	0	.00
685.182		Other Operating Expenses								17,400.00		.00	.00	338.97	17,061.03	2	1,817.77
685.186		Training								3,100.00		283.10	.00	1,830.76	1,269.24	59	5,460.30
685.1801		Subscriptions								2,600.00		.00	.00	1,539.58	1,060.42	59	1,360.20
686.187		Professional Services								150.00		197.95	.00	492.20	(342.20)	328	309.84
686.1895		Employee wellness services								2,700.00		229.81	.00	1,779.60	920.40	66	1,430.78
		Other Services & Charges Totals								\$57,450.00		\$2,007.68	\$10,530.00	\$22,249.33	\$24,670.67	57%	\$37,348.14
		Other Objects															
795.001		IT Internal Allocations								6,700.00		86.00	.00	2,336.06	4,363.94	35	9,287.20
		Other Objects Totals								\$6,700.00		\$86.00	\$0.00	\$2,336.06	\$4,363.94	35%	\$9,287.20
		Sub Department 02 - Mayor and Council Totals								\$247,990.00		\$17,603.16	\$10,530.00	\$155,057.36	\$82,402.64	67%	\$219,677.44
		Department 01 - Administration Totals								\$561,193.00		\$71,891.44	\$10,530.00	\$396,970.12	\$153,692.88	73%	\$525,705.40
		Department 04 - Finance															
		Personal Services															
400.101		Regular Pay								429,498.00		36,760.55	.00	335,583.46	93,914.54	78	443,044.39
401.103		Overtime								3,000.00		20.29	.00	1,509.33	1,490.67	50	1,725.06
405.114		FICA								30,932.00		2,684.92	.00	24,464.38	6,467.62	79	32,098.62
406.116		Retirement								52,565.00		4,902.38	.00	40,700.56	11,864.44	77	50,781.69
408.125		SCMIT Worker's Comp Ins.								2,500.00		1,001.67	.00	3,554.60	(1,054.60)	142	2,870.94
410.001		Health Claims Cost								58,000.00		4,280.00	.00	40,020.40	17,979.60	69	52,429.14
		Personal Services Totals								\$576,495.00		\$49,649.81	\$0.00	\$445,832.73	\$130,662.27	77%	\$582,949.84
		Supplies															
500.101		Supplies and Materials								8,000.00		671.51	.00	5,246.92	2,753.08	66	5,812.33
500.102		Equipment								1,500.00		.00	.00	.00	1,500.00	0	160.50
500.103		Furniture								1,000.00		.00	.00	.00	1,000.00	0	.00
500.105		Printing and Binding								100.00		.00	.00	.00	100.00	0	.00
		Supplies Totals								\$10,600.00		\$671.51	\$0.00	\$5,246.92	\$5,353.08	49%	\$5,972.83

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Account	Account Description									Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
	Other Services & Charges																
610.111	Communications- Landline									3,500.00	245.68	.00	2,526.67	973.33	72	2,989.62	
610.112	Postage									4,000.00	760.53	.00	4,290.57	(290.57)	107	5,366.69	
610.1110	Communications- Wireless									2,000.00	150.51	.00	1,205.00	795.00	60	1,786.14	
620.114	Advertising									200.00	.00	.00	.00	200.00	0	.00	
640.124	Travel Expense									3,500.00	49.70	.00	1,342.07	2,157.93	38	2,837.19	
650.127	Electricity									5,103.00	371.18	.00	3,667.67	1,435.33	72	5,405.88	
650.128	Water									967.00	88.79	.00	477.99	489.01	49	542.52	
650.129	Wastewater									1,274.00	117.32	.00	640.74	633.26	50	727.53	
650.130	Sanitation									551.00	67.36	.00	606.24	(55.24)	110	694.32	
650.133	Stormwater									320.00	48.47	.00	436.23	(116.23)	136	415.32	
650.134	Security Lights									1,460.00	135.00	.00	1,215.00	245.00	83	1,620.00	
650.1271	Electricity- Sales Tax									242.00	25.28	.00	216.39	25.61	89	250.61	
670.156	Equipment Rental/Lease									7,000.00	149.80	.00	5,912.01	1,087.99	84	8,056.02	
685.180	Membership Dues and Fees									1,150.00	.00	.00	970.00	180.00	84	1,135.05	
685.182	Other Operating Expenses									38,000.00	1,661.50	.00	31,418.02	6,581.98	83	35,024.89	
685.184	Continuing Education									1,000.00	.00	.00	695.00	305.00	70	1,589.00	
685.186	Training									3,500.00	.00	.00	1,156.55	2,343.45	33	1,600.22	
685.1801	Subscriptions									500.00	.00	.00	265.00	235.00	53	484.80	
686.187	Professional Services									500.00	.00	.00	.00	500.00	0	51.64	
686.189	Employee Medical									200.00	.00	.00	.00	200.00	0	45.00	
686.195	Repair/Maint Svc Contract									3,000.00	.00	.00	154.50	2,845.50	5	1,031.27	
686.1895	Employee wellness services									2,500.00	262.64	.00	2,033.84	466.16	81	2,183.83	
	Other Services & Charges Totals									\$80,467.00	\$4,133.76	\$0.00	\$59,229.49	\$21,237.51	74%	\$73,837.54	
	Other Objects																
795.001	IT Internal Allocations									16,750.00	516.00	.00	13,266.24	3,483.76	79	30,277.56	
795.995	GF Cost Distribution									(412,530.00)	(34,377.50)	.00	(309,397.50)	(103,132.50)	75	(415,855.56)	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
		Other Objects Totals								(\$395,780.00)	(\$33,861.50)	\$0.00	(\$296,131.26)	(\$99,648.74)	75%	(\$385,578.00)
		Department 04 - Finance Totals								\$271,782.00	\$20,593.58	\$0.00	\$214,177.88	\$57,604.12	79%	\$277,182.21
		Department 05 - Police														
		Sub Department 05 - Police Staff Services														
		Personal Services														
400.101		Regular Pay								1,578,064.00	133,564.83	.00	1,223,903.38	354,160.62	78	1,612,937.68
401.103		Overtime								85,000.00	6,029.02	.00	69,561.51	15,438.49	82	103,226.99
401.105		On-call pay								5,200.00	400.00	.00	3,800.00	1,400.00	73	4,500.00
405.114		FICA								125,482.00	10,218.08	.00	93,330.97	32,151.03	74	124,551.26
406.116		Retirement								250,810.00	21,894.99	.00	186,993.36	63,816.64	75	239,049.91
408.125		SCMIT Worker's Comp Ins.								70,000.00	25,847.11	.00	98,463.81	(28,463.81)	141	91,023.49
410.001		Health Claims Cost								233,011.00	20,043.32	.00	181,526.90	51,484.10	78	210,268.40
410.002		Health Claim Costs-Retire								40,232.00	.00	.00	33,765.64	6,466.36	84	38,133.02
		Personal Services Totals								\$2,387,799.00	\$217,997.35	\$0.00	\$1,891,345.57	\$496,453.43	79%	\$2,423,690.75
		Supplies														
500.101		Supplies and Materials								33,000.00	3,614.13	.00	16,205.91	16,794.09	49	24,937.46
500.102		Equipment								11,260.00	456.85	3,747.36	6,583.45	929.19	92	27,322.64
500.103		Furniture								5,000.00	.00	.00	.00	5,000.00	0	2,098.18
501.101		Uniforms and Clothing								32,000.00	570.65	.00	15,458.97	16,541.03	48	19,548.58
		Supplies Totals								\$81,260.00	\$4,641.63	\$3,747.36	\$38,248.33	\$39,264.31	52%	\$73,906.86
		Other Services & Charges														
610.111		Communications- Landline								7,500.00	546.66	.00	5,616.53	1,883.47	75	6,594.36
610.112		Postage								2,000.00	5.30	.00	906.63	1,093.37	45	313.44
610.1110		Communications- Wireless								68,040.00	5,149.96	14,278.51	44,762.02	8,999.47	87	50,091.15
620.114		Advertising								1,500.00	.00	.00	190.00	1,310.00	13	632.30
640.124		Travel Expense								12,054.00	703.84	.00	6,955.83	5,098.17	58	6,363.39
650.127		Electricity								25,311.00	1,713.57	.00	21,652.56	3,658.44	86	27,921.61

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.128		Water								3,724.00	200.52	.00	1,711.09	2,012.91	46	3,130.08
650.129		Wastewater								1,981.00	197.98	.00	1,678.58	302.42	85	2,324.89
650.130		Sanitation								2,255.00	182.46	.00	1,642.14	612.86	73	2,189.52
650.133		Stormwater								1,190.00	198.20	.00	1,783.80	(593.80)	150	1,370.40
650.134		Security Lights								3,351.00	309.89	.00	2,789.01	561.99	83	3,718.68
650.1271		Electricity- Sales Tax								1,120.00	98.12	.00	976.97	143.03	87	1,213.45
660.133		Repairs & Maint. Services								30,350.00	87.90	.00	10,945.82	19,404.18	36	25,120.89
660.139		Fleet Services Materials								33,000.00	1,945.86	1,854.28	33,853.90	(2,708.18)	108	21,574.23
660.145		Gasoline & Oil								60,000.00	4,250.47	.00	40,934.55	19,065.45	68	59,154.61
660.1391		Fleet Services Labor								37,000.00	3,981.58	.00	30,485.27	6,514.73	82	43,130.80
670.156		Equipment Rental/Lease								7,200.00	211.25	.00	3,916.40	3,283.60	54	6,571.76
682.1721		Prisoner Housing								183,000.00	7,312.50	.00	63,031.50	119,968.50	34	155,515.82
685.180		Membership Dues and Fees								1,815.00	.00	.00	580.00	1,235.00	32	1,921.75
685.182		Other Operating Expenses								15,000.00	759.20	.00	8,031.12	6,968.88	54	14,812.20
685.186		Training								11,255.00	1,119.00	.00	4,763.00	6,492.00	42	6,973.22
685.187		Special Projects								5,375.00	556.80	.00	2,682.50	2,692.50	50	2,200.00
685.189		Reserve Program								2,000.00	.00	.00	.00	2,000.00	0	.00
685.1801		Subscriptions								7,025.00	603.14	.00	3,933.24	3,091.76	56	5,070.24
685.1821		Hurricane/Storm Expense								.00	.00	.00	1,163.79	(1,163.79)	+++	.00
685.1861		Law Enforce Accreditation								4,350.00	.00	.00	3,426.00	924.00	79	.00
686.186		Legal Services								.00	.00	.00	586.92	(586.92)	+++	196.89
686.187		Professional Services								.00	.00	.00	.00	.00	+++	103.28
686.189		Employee Medical								14,550.00	77.00	.00	1,099.00	13,451.00	8	11,097.66
686.194		Other Prof/Tech Services								75,000.00	.00	75,000.00	56,250.00	(56,250.00)	175	53,000.00
686.195		Repair/Maint Svc Contract								41,100.00	(48.84)	4,368.55	5,001.22	31,730.23	23	25,966.19
686.1895		Employee wellness services								15,000.00	1,247.52	.00	9,660.74	5,339.26	64	17,375.11
687.203		Contract Services								44,500.00	399.95	.00	3,599.55	40,900.45	8	42,303.18

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
		Other Services & Charges Totals								\$717,546.00	\$31,809.83	\$95,501.34	\$374,609.68	\$247,434.98	66%	\$597,951.10
		Other Objects														
795.001		IT Internal Allocations								33,500.00	860.00	.00	22,235.42	11,264.58	66	54,703.56
795.010		911 Expense Billing								(1,900.00)	(157.30)	.00	(1,606.20)	(293.80)	85	(2,863.10)
		Other Objects Totals								\$31,600.00	\$702.70	\$0.00	\$20,629.22	\$10,970.78	65%	\$51,840.46
		Sub Department 05 - Police Staff Services Totals								\$3,218,205.00	\$255,151.51	\$99,248.70	\$2,324,832.80	\$794,123.50	75%	\$3,147,389.17
		Sub Department 07 - Victim's Advocate														
		Personal Services														
400.101		Regular Pay								32,115.00	2,819.54	.00	25,159.65	6,955.35	78	32,741.31
401.103		Overtime								2,000.00	(111.13)	.00	450.42	1,549.58	23	1,580.05
405.114		FICA								2,387.00	192.30	.00	1,742.94	644.06	73	2,347.68
406.116		Retirement								4,054.00	372.09	.00	3,140.73	913.27	77	3,873.71
408.125		SCMIT Worker's Comp Ins.								550.00	222.59	.00	789.90	(239.90)	144	637.98
410.001		Health Claims Cost								3,453.00	592.78	.00	5,224.50	(1,771.50)	151	4,128.82
		Personal Services Totals								\$44,559.00	\$4,088.17	\$0.00	\$36,508.14	\$8,050.86	82%	\$45,309.55
		Supplies														
500.101		Supplies and Materials								975.00	.00	.00	387.34	587.66	40	387.77
501.101		Uniforms and Clothing								400.00	.00	.00	405.92	(5.92)	101	.00
		Supplies Totals								\$1,375.00	\$0.00	\$0.00	\$793.26	\$581.74	58%	\$387.77
		Other Services & Charges														
610.111		Communications- Landline								180.00	11.74	.00	122.18	57.82	68	142.79
610.112		Postage								500.00	.00	.00	300.00	200.00	60	.00
610.1110		Communications- Wireless								1,000.00	104.25	246.58	871.85	(118.43)	112	778.33
640.124		Travel Expense								1,750.00	.00	.00	334.92	1,415.08	19	947.44
660.133		Repairs & Maint. Services								250.00	.00	.00	.00	250.00	0	.00
660.139		Fleet Services Materials								100.00	.00	.00	.00	100.00	0	.00
660.145		Gasoline & Oil								1,500.00	154.05	.00	803.90	696.10	54	.00

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
660.1391		Fleet Services Labor								100.00	.00	.00	.00	100.00	0	.00	
670.156		Equipment Rental/Lease								450.00	.00	.00	.00	450.00	0	341.37	
685.180		Membership Dues and Fees								75.00	.00	.00	.00	75.00	0	52.90	
685.182		Other Operating Expenses								500.00	.00	.00	40.82	459.18	8	.00	
685.186		Training								400.00	.00	.00	565.00	(165.00)	141	500.00	
685.187		Special Projects								600.00	.00	.00	18.32	581.68	3	.00	
686.189		Employee Medical								425.00	.00	.00	.00	425.00	0	.00	
686.195		Repair/Maint Svc Contract								500.00	.00	.00	375.00	125.00	75	375.00	
686.1895		Employee wellness services								.00	32.83	.00	254.24	(254.24)	+++	254.39	
		Other Services & Charges Totals								\$8,330.00	\$302.87	\$246.58	\$3,686.23	\$4,397.19	47%	\$3,392.22	
		Other Objects															
795.001		IT Internal Allocations								3,350.00	86.00	.00	2,175.26	1,174.74	65	3,831.62	
		Other Objects Totals								\$3,350.00	\$86.00	\$0.00	\$2,175.26	\$1,174.74	65%	\$3,831.62	
		Sub Department 07 - Victim's Advocate Totals								\$57,614.00	\$4,477.04	\$246.58	\$43,162.89	\$14,204.53	75%	\$52,921.16	
		Sub Department 26 - Grants															
		Supplies															
500.101		Supplies and Materials								4,200.00	332.73	.00	487.71	3,712.29	12	486.53	
500.102		Equipment								500.00	.00	.00	.00	500.00	0	.00	
501.101		Uniforms and Clothing								800.00	.00	.00	391.83	408.17	49	439.84	
		Supplies Totals								\$5,500.00	\$332.73	\$0.00	\$879.54	\$4,620.46	16%	\$926.37	
		Other Services & Charges															
610.1110		Communications- Wireless								3,000.00	250.84	493.15	2,213.89	292.96	90	1,914.89	
640.124		Travel Expense								1,200.00	.00	.00	130.00	1,070.00	11	1,079.47	
660.133		Repairs & Maint. Services								1,000.00	.00	.00	.00	1,000.00	0	.00	
660.139		Fleet Services Materials								1,200.00	.00	.00	387.40	812.60	32	1,005.44	
660.145		Gasoline & Oil								2,000.00	204.77	.00	1,167.50	832.50	58	1,273.68	
660.1391		Fleet Services Labor								1,000.00	141.03	.00	652.41	347.59	65	807.10	

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										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
685.182		Other Operating Expenses								2,500.00	.00	.00	553.80	1,946.20	22	790.56	
685.186		Training								1,300.00	.00	.00	350.00	950.00	27	500.00	
685.187		Special Projects								2,000.00	.00	.00	.00	2,000.00	0	.00	
		Other Services & Charges Totals								\$15,200.00	\$596.64	\$493.15	\$5,455.00	\$9,251.85	39%	\$7,371.14	
		Sub Department 26 - Grants Totals								\$20,700.00	\$929.37	\$493.15	\$6,334.54	\$13,872.31	33%	\$8,297.51	
		Sub Department 28 - Safe Streets															
		Supplies															
500.101		Supplies and Materials								.00	.00	.00	.00	.00	+++	276.21	
		Supplies Totals								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$276.21	
		Other Services & Charges															
685.182		Other Operating Expenses								.00	.00	.00	.00	.00	+++	819.74	
685.187		Special Projects								.00	.00	.00	11.56	(11.56)	+++	.00	
		Other Services & Charges Totals								\$0.00	\$0.00	\$0.00	\$11.56	(\$11.56)	+++	\$819.74	
		Sub Department 28 - Safe Streets Totals								\$0.00	\$0.00	\$0.00	\$11.56	(\$11.56)	+++	\$1,095.95	
		Department 05 - Police Totals								\$3,296,519.00	\$260,557.92	\$99,988.43	\$2,374,341.79	\$822,188.78	75%	\$3,209,703.79	
		Department 09 - Housing and Community Dev.															
		Personal Services															
400.101		Regular Pay								219,388.00	19,080.18	.00	170,114.62	49,273.38	78	223,899.82	
401.103		Overtime								3,000.00	415.71	.00	2,025.81	974.19	68	3,741.43	
405.114		FICA								15,755.00	1,399.68	.00	12,378.75	3,376.25	79	16,117.64	
406.116		Retirement								26,692.00	2,563.25	.00	20,556.22	6,135.78	77	25,681.29	
408.125		SCMIT Worker's Comp Ins.								2,200.00	881.10	.00	3,126.74	(926.74)	142	2,525.37	
410.001		Health Claims Cost								49,126.00	2,884.00	.00	25,418.40	23,707.60	52	40,437.24	
		Personal Services Totals								\$316,161.00	\$27,223.92	\$0.00	\$233,620.54	\$82,540.46	74%	\$312,402.79	
		Supplies															
500.101		Supplies and Materials								2,411.00	334.74	.00	2,191.97	219.03	91	3,628.00	
500.102		Equipment								3,627.00	.00	.00	707.14	2,919.86	19	3,810.78	

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										Adopted		Current Month	YTD		YTD	Budget - YTD	% Used/	
Account		Account Description								Budget		Transactions	Encumbrances	Transactions		Transactions	Rec'd	Prior Year Total
500.103		Furniture								200.00		.00	.00	46.00		154.00	23	90.00
500.105		Printing and Binding								2,030.00		.00	.00	993.67		1,036.33	49	808.48
		Supplies Totals								\$8,268.00		\$334.74	\$0.00	\$3,938.78		\$4,329.22	48%	\$8,337.26
		Other Services & Charges																
610.111		Communications- Landline								1,500.00		128.47	.00	1,306.80		193.20	87	1,563.92
610.112		Postage								1,500.00		58.38	.00	839.56		660.44	56	716.53
610.1110		Communications- Wireless								1,500.00		162.75	.00	1,303.38		196.62	87	1,703.23
620.114		Advertising								2,041.00		104.00	.00	1,033.50		1,007.50	51	2,835.48
640.124		Travel Expense								574.00		204.12	.00	970.79		(396.79)	169	475.20
650.127		Electricity								3,403.00		247.45	.00	2,445.12		957.88	72	3,603.91
650.128		Water								645.00		59.19	.00	318.66		326.34	49	361.70
650.129		Wastewater								850.00		78.21	.00	427.13		422.87	50	485.01
650.130		Sanitation								367.00		44.91	.00	404.19		(37.19)	110	462.92
650.133		Stormwater								213.00		32.31	.00	290.79		(77.79)	137	276.84
650.134		Security Lights								973.00		90.00	.00	810.00		163.00	83	1,080.00
650.1271		Electricity- Sales Tax								163.00		16.86	.00	144.27		18.73	89	167.06
660.139		Fleet Services Materials								500.00		16.77	.00	564.86		(64.86)	113	324.86
660.145		Gasoline & Oil								1,500.00		244.37	.00	1,662.18		(162.18)	111	1,688.31
660.1391		Fleet Services Labor								2,000.00		97.31	.00	489.00		1,511.00	24	2,375.41
670.156		Equipment Rental/Lease								7,500.00		640.00	.00	6,755.39		744.61	90	11,024.42
685.180		Membership Dues and Fees								955.00		.00	.00	827.00		128.00	87	1,552.88
685.182		Other Operating Expenses								1,000.00		68.56	.00	945.51		54.49	95	1,699.62
685.184		Continuing Education								840.00		.00	.00	140.64		699.36	17	154.65
685.186		Training								10,039.00		.00	.00	8,173.01		1,865.99	81	1,743.23
685.192		KGB Operations								7,000.00		226.56	219.90	2,779.24		4,000.86	43	5,962.69
685.1801		Subscriptions								50.00		.00	.00	.00		50.00	0	39.00
685.1921		KGB grant expenses								7,000.00		.00	.00	3,365.11		3,634.89	48	8,501.41

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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
686.187		Professional Services								.00	.00	.00	.00	.00	+++	103.28	
686.191		Contract Services/Studies								92,000.00	.00	(4,839.99)	23,350.00	73,489.99	20	78,889.45	
686.195		Repair/Maint Svc Contract								500.00	77.25	.00	463.50	36.50	93	196.50	
686.1895		Employee wellness services								1,000.00	164.15	.00	1,271.16	(271.16)	127	1,562.75	
		Other Services & Charges Totals								\$145,613.00	\$2,761.62	(\$4,620.09)	\$61,080.79	\$89,152.30	39%	\$129,550.26	
		Other Objects															
795.001		IT Internal Allocations								13,400.00	430.00	.00	10,876.52	2,523.48	81	19,168.44	
		Other Objects Totals								\$13,400.00	\$430.00	\$0.00	\$10,876.52	\$2,523.48	81%	\$19,168.44	
		Department 09 - Housing and Community Dev. Totals								\$483,442.00	\$30,750.28	(\$4,620.09)	\$309,516.63	\$178,545.46	63%	\$469,458.75	
		Department 10 - Municipal Court															
		Personal Services															
400.101		Regular Pay								97,532.00	9,339.22	.00	83,296.42	14,235.58	85	101,637.44	
401.103		Overtime								4,700.00	168.59	.00	3,596.95	1,103.05	77	4,979.81	
401.105		On-call pay								4,830.00	400.00	.00	3,700.00	1,130.00	77	5,100.00	
405.114		FICA								7,825.00	737.65	.00	6,652.60	1,172.40	85	8,173.48	
406.116		Retirement								12,737.00	1,308.83	.00	10,661.20	2,075.80	84	12,359.15	
408.125		SCMIT Worker's Comp Ins.								1,300.00	547.21	.00	1,941.88	(641.88)	149	1,568.40	
410.001		Health Claims Cost								19,125.00	1,377.30	.00	12,140.94	6,984.06	63	16,030.52	
		Personal Services Totals								\$148,049.00	\$13,878.80	\$0.00	\$121,989.99	\$26,059.01	82%	\$149,848.80	
		Supplies															
500.101		Supplies and Materials								3,000.00	.00	.00	1,818.65	1,181.35	61	3,588.38	
500.102		Equipment								5,000.00	.00	.00	846.99	4,153.01	17	1,720.63	
500.103		Furniture								.00	.00	.00	.00	.00	+++	1,591.00	
		Supplies Totals								\$8,000.00	\$0.00	\$0.00	\$2,665.64	\$5,334.36	33%	\$6,900.01	
		Other Services & Charges															
610.111		Communications- Landline								550.00	35.22	.00	366.54	183.46	67	428.38	
610.112		Postage								3,500.00	.00	.00	1,916.07	1,583.93	55	2,140.01	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
610.1110		Communications- Wireless								350.00	34.21	.00	274.14	75.86	78	403.82	
620.114		Advertising								.00	117.00	.00	117.00	(117.00)	+++	.00	
640.124		Travel Expense								1,555.00	58.42	.00	1,224.91	330.09	79	232.95	
650.127		Electricity								4,660.00	318.65	.00	4,026.47	633.53	86	5,192.25	
650.128		Water								568.00	30.57	.00	260.89	307.11	46	477.30	
650.129		Wastewater								302.00	30.19	.00	255.95	46.05	85	354.47	
650.130		Sanitation								120.00	9.67	.00	87.03	32.97	73	116.04	
650.133		Stormwater								188.00	17.39	.00	156.51	31.49	83	208.68	
650.134		Security Lights								412.00	38.11	.00	342.99	69.01	83	457.32	
650.1271		Electricity- Sales Tax								201.00	18.25	.00	181.68	19.32	90	225.65	
660.133		Repairs & Maint. Services								1,500.00	.00	.00	129.00	1,371.00	9	5,334.13	
660.139		Fleet Services Materials								300.00	.00	.00	923.84	(623.84)	308	226.65	
660.145		Gasoline & Oil								500.00	42.98	.00	395.24	104.76	79	545.88	
660.1391		Fleet Services Labor								300.00	.00	.00	880.00	(580.00)	293	233.75	
670.156		Equipment Rental/Lease								3,000.00	.00	.00	882.90	2,117.10	29	1,946.56	
685.180		Membership Dues and Fees								75.00	.00	.00	75.00	.00	100	88.91	
685.182		Other Operating Expenses								3,300.00	972.00	.00	2,917.56	382.44	88	3,564.43	
685.186		Training								445.00	75.00	.00	75.00	370.00	17	75.00	
686.187		Professional Services								.00	.00	.00	.00	.00	+++	51.64	
686.195		Repair/Maint Svc Contract								1,000.00	48.84	.00	324.34	675.66	32	293.28	
686.1895		Employee wellness services								600.00	98.49	.00	762.70	(162.70)	127	926.25	
		Other Services & Charges Totals								\$23,426.00	\$1,944.99	\$0.00	\$16,575.76	\$6,850.24	71%	\$23,523.35	
		Other Objects															
795.001		IT Internal Allocations								10,050.00	430.00	.00	10,930.22	(880.22)	109	20,990.36	
		Other Objects Totals								\$10,050.00	\$430.00	\$0.00	\$10,930.22	(\$880.22)	109%	\$20,990.36	
		Department 10 - Municipal Court Totals								\$189,525.00	\$16,253.79	\$0.00	\$152,161.61	\$37,363.39	80%	\$201,262.52	
		Department 11 - Fire															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Personal Services															
400.101		Regular Pay								1,140,000.00	112,391.97	.00	954,198.35	185,801.65	84	1,196,840.44	
401.103		Overtime								90,000.00	5,599.64	.00	78,457.13	11,542.87	87	93,087.74	
402.111		Volunteer Employees								7,000.00	600.00	.00	7,440.00	(440.00)	106	4,635.00	
405.114		FICA								88,236.00	8,306.76	.00	72,399.57	15,836.43	82	90,648.74	
406.116		Retirement								184,431.00	18,560.43	.00	151,615.48	32,815.52	82	178,178.78	
408.125		SCMIT Worker's Comp Ins.								35,000.00	13,921.32	.00	55,753.10	(20,753.10)	159	41,819.78	
410.001		Health Claims Cost								266,987.00	18,787.90	.00	173,369.96	93,617.04	65	219,896.79	
410.002		Health Claim Costs-Retire								39,353.00	.00	.00	41,319.72	(1,966.72)	105	41,170.08	
		Personal Services Totals								\$1,851,007.00	\$178,168.02	\$0.00	\$1,534,553.31	\$316,453.69	83%	\$1,866,277.35	
		Supplies															
500.101		Supplies and Materials								18,000.00	3,521.72	.00	15,013.81	2,986.19	83	29,324.20	
500.102		Equipment								41,000.00	6,279.98	3,456.10	14,305.05	23,238.85	43	56,298.81	
500.103		Furniture								2,000.00	.00	.00	1,930.08	69.92	97	2,000.02	
500.105		Printing and Binding								1,000.00	.00	.00	82.51	917.49	8	108.73	
500.107		Technology Supplies								5,000.00	412.96	.00	3,632.59	1,367.41	73	4,041.64	
501.101		Uniforms and Clothing								28,900.00	177.34	4,194.40	9,650.35	15,055.25	48	33,286.44	
515.121		Safety Supplies								5,000.00	(462.70)	.00	1,004.11	3,995.89	20	4,805.48	
515.128		Medical Supplies								10,000.00	910.68	.00	7,848.94	2,151.06	78	10,088.05	
531.140		Haz Mat Supplies/Equipmnt								10,000.00	499.69	.00	3,570.25	6,429.75	36	9,978.90	
		Supplies Totals								\$120,900.00	\$11,339.67	\$7,650.50	\$57,037.69	\$56,211.81	54%	\$149,932.27	
		Other Services & Charges															
610.111		Communications- Landline								6,500.00	523.20	.00	4,772.89	1,727.11	73	5,401.90	
610.112		Postage								500.00	162.20	.00	405.58	94.42	81	979.86	
610.1110		Communications- Wireless								28,200.00	2,916.27	24,225.85	24,810.19	(20,836.04)	174	30,096.09	
620.114		Advertising								750.00	.00	.00	409.50	340.50	55	156.00	
630.121		Fire Prevention Materials								9,054.00	21.77	.00	5,828.94	3,225.06	64	9,520.09	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Transactions	Rec'd	Prior Year Total
640.124		Travel Expense								4,321.00	.00	.00	2,242.96	2,078.04	52	699.30	
650.127		Electricity								21,196.00	1,499.14	.00	16,334.07	4,861.93	77	23,883.97	
650.128		Water								1,780.00	149.33	.00	1,760.77	19.23	99	1,865.97	
650.129		Wastewater								2,430.00	203.81	.00	1,912.48	517.52	79	2,485.20	
650.130		Sanitation								973.00	78.76	.00	708.84	264.16	73	945.12	
650.133		Stormwater								711.00	116.10	.00	1,048.30	(337.30)	147	838.80	
650.134		Security Lights								1,633.00	151.00	.00	1,359.00	274.00	83	1,812.00	
650.1271		Electricity- Sales Tax								2,168.00	75.33	.00	737.55	1,430.45	34	982.95	
660.103		Emergency Preparedness								5,000.00	608.06	.00	1,277.78	3,722.22	26	931.24	
660.133		Repairs & Maint. Services								26,000.00	923.58	11,381.30	19,298.70	(4,680.00)	118	37,943.31	
660.139		Fleet Services Materials								26,000.00	1,827.22	.00	17,776.56	8,223.44	68	29,566.11	
660.145		Gasoline & Oil								18,000.00	1,552.58	.00	17,411.20	588.80	97	19,608.88	
660.1391		Fleet Services Labor								15,000.00	1,245.54	.00	9,880.93	5,119.07	66	15,093.67	
660.1392		Fleet Svcs- Outside Vends								20,000.00	1,363.96	.00	17,396.61	2,603.39	87	12,473.39	
670.156		Equipment Rental/Lease								6,500.00	462.30	.00	5,207.03	1,292.97	80	9,318.38	
682.169		Laundry & Linen								2,500.00	37.80	.00	695.16	1,804.84	28	1,923.40	
685.180		Membership Dues and Fees								1,355.00	.00	.00	643.00	712.00	47	760.78	
685.182		Other Operating Expenses								5,000.00	121.22	.00	2,418.06	2,581.94	48	10,690.55	
685.184		Continuing Education								5,000.00	.00	.00	594.00	4,406.00	12	.00	
685.186		Training								20,210.00	8,036.30	.00	16,454.05	3,755.95	81	18,524.30	
685.1801		Subscriptions								8,718.00	.00	.00	4,234.51	4,483.49	49	11,812.56	
685.1821		Hurricane/Storm Expense								.00	.00	.00	3,687.59	(3,687.59)	+++	.00	
686.187		Professional Services								.00	.00	.00	.00	.00	+++	154.92	
686.189		Employee Medical								13,500.00	582.00	9,275.00	9,640.00	(5,415.00)	140	16,591.45	
686.195		Repair/Maint Svc Contract								59,074.00	9,204.30	.00	34,364.62	24,709.38	58	63,949.02	
686.1895		Employee wellness services								8,000.00	952.05	.00	7,372.68	627.32	92	10,140.63	
		Other Services & Charges Totals								\$320,073.00	\$32,813.82	\$44,882.15	\$230,683.55	\$44,507.30	86%	\$339,149.84	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Other Objects															
795.001		IT Internal Allocations								18,100.00	516.00	.00	13,266.24	4,833.76	73	30,277.56	
		Other Objects Totals								\$18,100.00	\$516.00	\$0.00	\$13,266.24	\$4,833.76	73%	\$30,277.56	
		Capital Outlay															
900.915		CIP Projects - Current Year								2,000,000.00	.00	.00	.00	.00	+++	.00	
900.3000		Buildings & Improvements								.00	343,499.11	530,254.78	1,363,971.71	105,773.51	95	241,938.92	
		Capital Outlay Totals								\$2,000,000.00	\$343,499.11	\$530,254.78	\$1,363,971.71	\$105,773.51	95%	\$241,938.92	
		Department 11 - Fire Totals								\$4,310,080.00	\$566,336.62	\$582,787.43	\$3,199,512.50	\$527,780.07	88%	\$2,627,575.94	
		Department 12 - Public Works															
		Personal Services															
400.101		Regular Pay								500,000.00	36,210.39	.00	309,234.63	190,765.37	62	441,752.89	
401.103		Overtime								32,000.00	1,549.03	.00	12,888.34	19,111.66	40	30,708.04	
405.114		FICA								34,164.00	2,656.27	.00	22,653.17	11,510.83	66	33,191.47	
406.116		Retirement								55,326.00	4,926.22	.00	37,197.88	18,128.12	67	52,755.98	
408.125		SCMIT Worker's Comp Ins.								17,000.00	6,251.15	.00	22,194.11	(5,194.11)	131	18,251.06	
410.001		Health Claims Cost								108,096.00	6,962.34	.00	64,252.85	43,843.15	59	88,927.53	
410.002		Health Claim Costs-Retire								23,395.00	.00	.00	20,140.44	3,254.56	86	24,411.52	
		Personal Services Totals								\$769,981.00	\$58,555.40	\$0.00	\$488,561.42	\$281,419.58	63%	\$689,998.49	
		Supplies															
500.101		Supplies and Materials								20,000.00	506.51	.00	11,252.55	8,747.45	56	18,146.64	
500.102		Equipment								14,000.00	1,071.33	.00	6,440.50	7,559.50	46	10,373.68	
500.103		Furniture								2,500.00	125.87	.00	2,504.38	(4.38)	100	2,731.32	
500.105		Printing and Binding								2,500.00	.00	.00	1,512.44	987.56	60	1,836.88	
501.101		Uniforms and Clothing								16,000.00	1,921.74	.00	16,980.35	(980.35)	106	20,063.76	
513.112		Asphalt/Concrete/Gravel								15,000.00	1,055.84	.00	5,083.77	9,916.23	34	16,468.03	
515.121		Safety Supplies								7,000.00	.00	.00	373.76	6,626.24	5	4,787.92	
		Supplies Totals								\$77,000.00	\$4,681.29	\$0.00	\$44,147.75	\$32,852.25	57%	\$74,408.23	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Other Services & Charges															
610.111		Communications- Landline								3,500.00	294.94	.00	2,963.52	536.48	85	3,647.73	
610.112		Postage								100.00	.00	.00	.00	100.00	0	92.61	
610.1110		Communications- Wireless								5,000.00	398.05	.00	3,209.90	1,790.10	64	5,044.67	
620.114		Advertising								1,500.00	97.50	.00	273.00	1,227.00	18	1,217.10	
640.124		Travel Expense								1,000.00	.00	.00	566.22	433.78	57	593.81	
650.127		Electricity								1,057.00	89.57	.00	880.35	176.65	83	1,079.45	
650.128		Water								414.00	34.88	.00	314.80	99.20	76	398.63	
650.129		Wastewater								546.00	46.04	.00	415.41	130.59	76	526.19	
650.130		Sanitation								470.00	38.04	.00	342.36	127.64	73	456.48	
650.133		Stormwater								121.00	34.87	.00	313.83	(192.83)	259	134.04	
650.134		Security Lights								482.00	44.54	.00	400.86	81.14	83	534.48	
650.1271		Electricity- Sales Tax								4.00	.53	.00	3.35	.65	84	3.71	
660.133		Repairs & Maint. Services								10,000.00	98.01	.00	3,812.19	6,187.81	38	7,905.60	
660.139		Fleet Services Materials								22,000.00	1,783.24	.00	18,796.65	3,203.35	85	26,915.06	
660.145		Gasoline & Oil								18,120.00	1,540.81	.00	13,576.87	4,543.13	75	19,134.56	
660.1391		Fleet Services Labor								38,000.00	4,070.14	.00	25,227.25	12,772.75	66	50,409.17	
663.142		Street Sign Maintenance								3,500.00	.00	.00	3,346.49	153.51	96	4,071.03	
663.144		Sidewalk Repairs								.00	.00	.00	.00	.00	+++	15,426.92	
663.148		Maintenance of Parks								20,000.00	831.50	.00	20,443.20	(443.20)	102	25,419.68	
670.156		Equipment Rental/Lease								3,000.00	213.67	.00	2,432.06	567.94	81	3,673.62	
685.180		Membership Dues and Fees								400.00	.00	.00	474.50	(74.50)	119	671.41	
685.182		Other Operating Expenses								3,000.00	.00	.00	1,059.17	1,940.83	35	16,191.67	
685.186		Training								3,000.00	.00	.00	1,433.15	1,566.85	48	2,827.22	
685.1821		Hurricane/Storm Expense								.00	.00	.00	1,224.45	(1,224.45)	+++	.00	
686.187		Professional Services								5,000.00	499.95	10,453.81	2,599.85	(8,053.66)	261	3,082.71	
686.189		Employee Medical								1,800.00	137.00	.00	227.00	1,573.00	13	894.56	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
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Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
686.195		Repair/Maint Svc Contract								7,500.00	237.93	.00	7,254.18	245.82	97	15,924.10	
686.1895		Employee wellness services								3,505.00	426.78	.00	3,304.99	200.01	94	5,033.31	
687.203		Contract Services								23,500.00	127.63	5,225.37	9,007.63	9,267.00	61	29,260.51	
		Other Services & Charges Totals								\$176,519.00	\$11,045.62	\$15,679.18	\$123,903.23	\$36,936.59	79%	\$240,570.03	
		Other Objects															
700.105		Matched Expenses								.00	.00	.00	.00	.00	+++	1,351.42	
795.001		IT Internal Allocations								6,700.00	86.00	.00	2,202.26	4,497.74	33	4,747.68	
		Other Objects Totals								\$6,700.00	\$86.00	\$0.00	\$2,202.26	\$4,497.74	33%	\$6,099.10	
		Department 12 - Public Works Totals								\$1,030,200.00	\$74,368.31	\$15,679.18	\$658,814.66	\$355,706.16	65%	\$1,011,075.85	
		Department 13 - Information Technology															
		Personal Services															
400.101		Regular Pay								69,543.00	6,314.20	.00	57,092.11	12,450.89	82	71,050.48	
405.114		FICA								5,113.00	467.18	.00	4,214.78	898.22	82	5,220.26	
406.116		Retirement								8,469.00	842.01	.00	6,938.90	1,530.10	82	8,144.93	
408.125		SCMIT Worker's Comp Ins.								650.00	222.59	.00	789.90	(139.90)	122	637.98	
410.001		Health Claims Cost								8,359.00	596.90	.00	5,261.58	3,097.42	63	7,006.56	
		Personal Services Totals								\$92,134.00	\$8,442.88	\$0.00	\$74,297.27	\$17,836.73	81%	\$92,060.21	
		Supplies															
500.101		Supplies and Materials								5,000.00	.00	.00	1,537.99	3,462.01	31	3,470.53	
500.102		Equipment								10,000.00	.00	.00	2,699.30	7,300.70	27	2,537.00	
500.107		Technology Supplies								500.00	.00	.00	.00	500.00	0	.00	
		Supplies Totals								\$15,500.00	\$0.00	\$0.00	\$4,237.29	\$11,262.71	27%	\$6,007.53	
		Other Services & Charges															
610.111		Communications- Landline								700.00	35.22	.00	366.54	333.46	52	428.38	
610.112		Postage								50.00	.00	.00	.00	50.00	0	11.57	
610.1110		Communications- Wireless								1,000.00	64.25	.00	514.46	485.54	51	765.10	
640.124		Travel Expense								1,000.00	59.96	.00	59.96	940.04	6	501.77	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.127		Electricity								1,701.00	123.73	.00	1,222.53	478.47	72	1,801.98
650.128		Water								322.00	29.60	.00	159.31	162.69	49	180.84
650.129		Wastewater								425.00	39.11	.00	213.61	211.39	50	242.53
650.130		Sanitation								184.00	22.44	.00	201.96	(17.96)	110	231.33
650.133		Stormwater								107.00	28.12	.00	253.08	(146.08)	237	138.36
650.134		Security Lights								487.00	45.00	.00	405.00	82.00	83	540.00
650.1271		Electricity- Sales Tax								81.00	8.43	.00	72.14	8.86	89	83.53
685.180		Membership Dues and Fees								100.00	.00	.00	35.00	65.00	35	35.00
685.182		Other Operating Expenses								500.00	.00	.00	159.96	340.04	32	156.76
685.186		Training								500.00	.00	.00	.00	500.00	0	.00
685.1801		Subscriptions								50.00	.00	.00	.00	50.00	0	.00
686.184		Technology Services								185,340.00	15,566.29	154,524.87	170,866.65	(140,051.52)	176	184,749.13
686.194		Other Prof/Tech Services								10,000.00	.00	.00	2,646.00	7,354.00	26	4,582.88
686.195		Repair/Maint Svc Contract								13,000.00	.00	.00	.00	13,000.00	0	5,664.29
686.1895		Employee wellness services								245.00	32.83	.00	254.24	(9.24)	104	320.48
		Other Services & Charges Totals								\$215,792.00	\$16,054.98	\$154,524.87	\$177,430.44	(\$116,163.31)	154%	\$200,433.93
		Other Objects														
795.001		IT Internal Allocations								(334,997.00)	(8,255.95)	.00	(206,152.93)	(128,844.07)	62	(277,241.39)
		Other Objects Totals								(\$334,997.00)	(\$8,255.95)	\$0.00	(\$206,152.93)	(\$128,844.07)	62%	(\$277,241.39)
		Capital Outlay														
900.3950		Computer Software								7,000.00	.00	.00	9,986.25	(2,986.25)	143	9,618.48
900.4300		Other Equipment								5,000.00	.00	.00	.00	5,000.00	0	.00
		Capital Outlay Totals								\$12,000.00	\$0.00	\$0.00	\$9,986.25	\$2,013.75	83%	\$9,618.48
		Department 13 - Information Technology Totals								\$429.00	\$16,241.91	\$154,524.87	\$59,798.32	(\$213,894.19)	49959%	\$30,878.76
		Department 14 - Fleet Services														
		Personal Services														
400.101		Regular Pay								118,486.00	7,702.84	.00	76,691.57	41,794.43	65	130,591.87

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
401.103		Overtime								4,000.00	.00	.00	1,007.11	2,992.89	25	3,593.82	
405.114		FICA								8,578.00	560.84	.00	5,529.48	3,048.52	64	9,452.89	
406.116		Retirement								14,858.00	1,020.90	.00	9,047.66	5,810.34	61	15,157.52	
408.125		SCMIT Worker's Comp Ins.								7,000.00	1,558.15	.00	5,529.38	1,470.62	79	9,324.56	
410.001		Health Claims Cost								26,167.00	985.04	.00	10,962.68	15,204.32	42	20,744.53	
410.002		Health Claim Costs-Retire								.00	.00	.00	1,150.16	(1,150.16)	+++	.00	
		Personal Services Totals								\$179,089.00	\$11,827.77	\$0.00	\$109,918.04	\$69,170.96	61%	\$188,865.19	
		Supplies															
500.101		Supplies and Materials								9,000.00	145.35	.00	5,342.26	3,657.74	59	8,588.95	
500.102		Equipment								1,500.00	.00	.00	929.91	570.09	62	1,386.62	
500.105		Printing and Binding								500.00	.00	.00	312.06	187.94	62	154.37	
501.101		Uniforms and Clothing								5,300.00	233.08	.00	3,065.87	2,234.13	58	5,501.43	
515.121		Safety Supplies								1,000.00	.00	.00	692.30	307.70	69	481.94	
		Supplies Totals								\$17,300.00	\$378.43	\$0.00	\$10,342.40	\$6,957.60	60%	\$16,113.31	
		Other Services & Charges															
610.111		Communications- Landline								1,500.00	113.74	.00	1,167.89	332.11	78	1,517.13	
610.112		Postage								100.00	.00	.00	.00	100.00	0	.00	
610.1110		Communications- Wireless								800.00	94.36	.00	474.57	325.43	59	643.35	
640.124		Travel Expense								500.00	.00	.00	26.00	474.00	5	.00	
650.127		Electricity								9,291.00	772.05	.00	7,949.99	1,341.01	86	9,902.19	
650.128		Water								414.00	34.86	.00	314.61	99.39	76	398.30	
650.129		Wastewater								546.00	46.01	.00	415.17	130.83	76	525.75	
650.130		Sanitation								456.00	36.90	.00	332.10	123.90	73	442.80	
650.133		Stormwater								117.00	63.41	.00	570.69	(453.69)	488	130.08	
650.134		Security Lights								460.00	42.57	.00	383.13	76.87	83	510.84	
650.1271		Electricity- Sales Tax								483.00	59.94	.00	419.65	63.35	87	488.62	
660.139		Fleet Services Materials								1,000.00	.00	.00	1,915.00	(915.00)	192	889.43	

Attachment: BudgetPerformanceReport (2507 : March 2018 Finance & IT Reports)

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
660.145		Gasoline & Oil								1,700.00	197.28	.00	1,160.69	539.31	68	1,559.94
660.1391		Fleet Services Labor								1,000.00	.00	.00	907.50	92.50	91	591.25
662.140		Building Repairs								4,000.00	3,900.00	.00	3,900.00	100.00	98	808.91
685.182		Other Operating Expenses								200.00	.00	.00	132.15	67.85	66	3,475.99
685.186		Training								500.00	.00	.00	149.00	351.00	30	.00
686.189		Employee Medical								200.00	.00	.00	137.00	63.00	68	147.55
686.195		Repair/Maint Svc Contract								6,150.00	62.50	.00	2,392.50	3,757.50	39	8,238.44
686.1895		Employee wellness services								1,000.00	98.49	.00	762.70	237.30	76	1,232.30
		Other Services & Charges Totals								\$30,417.00	\$5,522.11	\$0.00	\$23,510.34	\$6,906.66	77%	\$31,502.87
		Other Objects														
735.122		Services Billed								(225,884.00)	(21,178.88)	.00	(160,446.36)	(65,437.64)	71	(262,066.27)
795.001		IT Internal Allocations								.00	.00	.00	53.70	(53.70)	+++	1,821.92
		Other Objects Totals								(\$225,884.00)	(\$21,178.88)	\$0.00	(\$160,392.66)	(\$65,491.34)	71%	(\$260,244.35)
		Department 14 - Fleet Services Totals								\$922.00	(\$3,450.57)	\$0.00	(\$16,621.88)	\$17,543.88	-1803%	(\$23,762.98)
		Department 20 - General Government														
		Personal Services														
410.001		Health Claims Cost								1,000.00	.00	.00	.00	1,000.00	0	283.46
410.002		Health Claim Costs-Retire								35,000.00	(2,102.17)	.00	25,076.12	9,923.88	72	31,875.24
		Personal Services Totals								\$36,000.00	(\$2,102.17)	\$0.00	\$25,076.12	\$10,923.88	70%	\$32,158.70
		Supplies														
500.103		Furniture								1,000.00	.00	.00	.00	1,000.00	0	.00
510.106		Cleaning & Sanitation Sup								2,200.00	25.62	.00	1,091.50	1,108.50	50	2,081.86
		Supplies Totals								\$3,200.00	\$25.62	\$0.00	\$1,091.50	\$2,108.50	34%	\$2,081.86
		Other Services & Charges														
600.110		SCMIRF Property/Liab Ins								250,000.00	.00	3,885.92	272,331.39	(26,217.31)	110	267,882.01
600.112		Survivors Health Ins								500.00	.00	.00	654.74	(154.74)	131	83.90
600.1051		Employee Wellness & Safety								23,300.00	881.49	.00	4,699.40	18,600.60	20	19,991.41

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
600.1052		Unemployment Insurance								3,500.00	.00	.00	.00	3,500.00	0	.00	
620.114		Advertising								200.00	.00	.00	.00	200.00	0	.00	
650.133		Stormwater								715.00	65.71	.00	591.39	123.61	83	788.52	
660.133		Repairs & Maint. Services								10,000.00	.00	.00	1,450.00	8,550.00	14	59,303.35	
662.140		Building Repairs								2,000.00	.00	.00	41.07	1,958.93	2	.00	
685.180		Membership Dues and Fees								3,800.00	665.00	.00	4,806.41	(1,006.41)	126	3,606.41	
685.182		Other Operating Expenses								100,000.00	979.25	3,100.00	91,376.05	5,523.95	94	116,238.90	
685.187		Special Projects								5,000.00	.00	.00	.00	5,000.00	0	2,552.97	
685.1821		Hurricane/Storm Expense								.00	.00	.00	80.02	(80.02)	+++	.00	
686.186		Legal Services								100,000.00	9,145.86	33,316.05	130,343.35	(63,659.40)	164	133,156.39	
686.187		Professional Services								2,000.00	.00	.00	950.00	1,050.00	48	950.00	
686.189		Employee Medical								250.00	.00	.00	.00	250.00	0	.00	
686.190		Consulting Services								1,000.00	.00	.00	.00	1,000.00	0	.00	
686.192		Elections								6,500.00	.00	.00	8,711.55	(2,211.55)	134	10,417.90	
686.194		Other Prof/Tech Services								5,000.00	.00	.00	.00	5,000.00	0	.00	
686.195		Repair/Maint Svc Contract								8,200.00	98.53	.00	3,641.77	4,558.23	44	13,851.88	
686.199		Internal Engineering								30,000.00	3,018.39	.00	26,962.08	3,037.92	90	31,519.64	
686.1871		Audit Services								40,000.00	.00	.00	29,450.00	10,550.00	74	41,500.00	
686.1895		Employee wellness services								4,000.00	.00	.00	117.50	3,882.50	3	2,047.66	
687.203		Contract Services								18,000.00	.00	27,000.00	9,000.00	(18,000.00)	200	24,007.29	
		Other Services & Charges Totals								\$613,965.00	\$14,854.23	\$67,301.97	\$585,206.72	(\$38,543.69)	106%	\$727,898.23	
		Other Objects															
795.995		GF Cost Distribution								(112,788.00)	(9,399.00)	.00	(84,591.00)	(28,197.00)	75	(112,788.00)	
		Other Objects Totals								(\$112,788.00)	(\$9,399.00)	\$0.00	(\$84,591.00)	(\$28,197.00)	75%	(\$112,788.00)	
		Capital Outlay															
900.3000		Buildings & Improvements								5,000.00	.00	.00	.00	5,000.00	0	.00	
		Capital Outlay Totals								\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$0.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Department 20 - General Government Totals								\$545,377.00	\$3,378.68	\$67,301.97	\$526,783.34	(\$48,708.31)	109%	\$649,350.79	
		EXPENSE TOTALS								\$10,689,469.00	\$1,056,921.96	\$926,191.79	\$7,875,454.97	\$1,887,822.24	82%	\$8,978,431.03	
		Fund 0010 - General Fund Totals															
		REVENUE TOTALS								10,754,409.00	335,028.68	.00	4,982,273.56	5,772,135.44	46%	9,522,212.01	
		EXPENSE TOTALS								10,689,469.00	1,056,921.96	926,191.79	7,875,454.97	1,887,822.24	82%	8,978,431.03	
		Fund 0010 - General Fund Totals								\$64,940.00	(\$721,893.28)	(\$926,191.79)	(\$2,893,181.41)	\$3,884,313.20		\$543,780.98	
Fund 0012 - Capital Projects Reserve Fund																	
	REVENUE																
	Department 00 - Revenue																
	Capital Contributions																
371.002	Capital Contrib-Grants									450,000.00	.00	.00	.00	450,000.00	0	.00	
	Capital Contributions Totals									\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	\$0.00	
	Department 00 - Revenue Totals									\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	\$0.00	
	REVENUE TOTALS									\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0%	\$0.00	
	EXPENSE																
	Supplies																
501.101	Uniforms and Clothing									.00	.00	.00	(494.10)	494.10	+++	.00	
	Supplies Totals									\$0.00	\$0.00	\$0.00	(\$494.10)	\$494.10	+++	\$0.00	
	Department 00 - Revenue																
	Other Services & Charges																
686.1911	Grants									.00	(10,000.00)	.00	(10,000.00)	10,000.00	+++	(32,090.00)	
	Other Services & Charges Totals									\$0.00	(\$10,000.00)	\$0.00	(\$10,000.00)	\$10,000.00	+++	(\$32,090.00)	
	Department 00 - Revenue Totals									\$0.00	(\$10,000.00)	\$0.00	(\$10,000.00)	\$10,000.00	+++	(\$32,090.00)	
	Department 26 - Special Projects																
	Capital Outlay																
900.903	Sidewalk Program									100,000.00	.00	.00	.00	100,000.00	0	75,450.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
900.904		Street Re-Surfacing Program								25,000.00	.00	.00	.00	25,000.00	0	50,980.05	
900.918		Ladder One								800,000.00	.00	855,987.00	10,000.00	(65,987.00)	108	12,000.00	
900.3000		Buildings & Improvements								40,000.00	6,100.00	9,950.00	17,900.00	12,150.00	70	14,200.00	
900.4100		Vehicles								58,000.00	.00	56,291.00	56,325.00	(54,616.00)	194	116,211.00	
900.4200		Heavy Equipment								.00	.00	.00	.00	.00	+++	23,204.92	
900.4300		Other Equipment								119,808.00	11,777.14	23,606.34	85,521.01	10,680.65	91	183,919.65	
900.6000		Other Improvements								.00	.00	.00	4,732.20	(4,732.20)	+++	13,539.52	
900.9002		Harborwalk Fire Protection								.00	.00	.00	.00	.00	+++	302,509.00	
		Capital Outlay Totals								\$1,142,808.00	\$17,877.14	\$945,834.34	\$174,478.21	\$22,495.45	98%	\$792,014.14	
		Department 26 - Special Projects Totals								\$1,142,808.00	\$17,877.14	\$945,834.34	\$174,478.21	\$22,495.45	98%	\$792,014.14	
		EXPENSE TOTALS								\$1,142,808.00	\$7,877.14	\$945,834.34	\$163,984.11	\$32,989.55	97%	\$759,924.14	
		Fund 0012 - Capital Projects Reserve Fund Totals															
		REVENUE TOTALS								450,000.00	.00	.00	.00	450,000.00	0%	.00	
		EXPENSE TOTALS								1,142,808.00	7,877.14	945,834.34	163,984.11	32,989.55	97%	759,924.14	
		Fund 0012 - Capital Projects Reserve Fund Totals								(\$692,808.00)	(\$7,877.14)	(\$945,834.34)	(\$163,984.11)	\$417,010.45		(\$759,924.14)	
Fund 0017 - Federal Grants																	
		REVENUE															
		Department 00 - Revenue															
		Federal Grants															
331.000		Federal Grants								.00	.00	.00	12,879.30	(12,879.30)	+++	18,128.38	
		Federal Grants Totals								\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	\$18,128.38	
		Department 00 - Revenue Totals								\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	\$18,128.38	
		REVENUE TOTALS								\$0.00	\$0.00	\$0.00	\$12,879.30	(\$12,879.30)	+++	\$18,128.38	
EXPENSE																	
		Department 69 - Federal Grants															
		Supplies															

													Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
													Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description											Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
500.101		Supplies and Materials											.00	.00	.00	.00	.00	+++	650.36	
		Supplies Totals											\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$650.36	
		Other Services & Charges																		
685.186		Training											.00	.00	.00	.00	.00	+++	50.00	
686.191		Contract Services/Studies											.00	.00	(4,840.01)	8,035.00	(3,194.99)	+++	16,181.70	
		Other Services & Charges Totals											\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	\$16,231.70	
		Department 69 - Federal Grants Totals											\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	\$16,882.06	
		EXPENSE TOTALS											\$0.00	\$0.00	(\$4,840.01)	\$8,035.00	(\$3,194.99)	+++	\$16,882.06	
		Fund 0017 - Federal Grants Totals																		
		REVENUE TOTALS											.00	.00	.00	12,879.30	(12,879.30)	+++	18,128.38	
		EXPENSE TOTALS											.00	.00	(4,840.01)	8,035.00	(3,194.99)	+++	16,882.06	
		Fund 0017 - Federal Grants Totals											\$0.00	\$0.00	\$4,840.01	\$4,844.30	(\$9,684.31)		\$1,246.32	
		Fund 0020 - State Accommodations Tax																		
		REVENUE																		
		Department 00 - Revenue																		
		State Shared																		
318.001		Accommodations Tax											110,000.00	.00	.00	70,456.41	39,543.59	64	132,286.54	
		State Shared Totals											\$110,000.00	\$0.00	\$0.00	\$70,456.41	\$39,543.59	64%	\$132,286.54	
		Investment Earnings																		
361.001		Investment Earnings											500.00	.00	.00	553.62	(53.62)	111	824.62	
		Investment Earnings Totals											\$500.00	\$0.00	\$0.00	\$553.62	(\$53.62)	111%	\$824.62	
		Department 00 - Revenue Totals											\$110,500.00	\$0.00	\$0.00	\$71,010.03	\$39,489.97	64%	\$133,111.16	
		REVENUE TOTALS											\$110,500.00	\$0.00	\$0.00	\$71,010.03	\$39,489.97	64%	\$133,111.16	
		EXPENSE																		
		Department 33 - State Accommodations Tax																		
		Other Services & Charges																		

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
620.114		Advertising								2,000.00	.00	.00	.00	2,000.00	0	52.00	
683.173		Tourism Related								55,500.00	.00	.00	46,851.27	8,648.73	84	45,289.06	
683.174		Tourism Advertise/Promote								24,000.00	.00	.00	13,636.92	10,363.08	57	32,185.97	
		Other Services & Charges Totals								\$81,500.00	\$0.00	\$0.00	\$60,488.19	\$21,011.81	74%	\$77,527.03	
		Other Objects															
750.124		Transfers to General Fund								29,000.00	.00	.00	27,272.83	1,727.17	94	30,364.32	
		Other Objects Totals								\$29,000.00	\$0.00	\$0.00	\$27,272.83	\$1,727.17	94%	\$30,364.32	
		Department 33 - State Accommodations Tax Totals								\$110,500.00	\$0.00	\$0.00	\$87,761.02	\$22,738.98	79%	\$107,891.35	
		EXPENSE TOTALS								\$110,500.00	\$0.00	\$0.00	\$87,761.02	\$22,738.98	79%	\$107,891.35	
Fund 0020 - State Accommodations Tax Totals																	
		REVENUE TOTALS								110,500.00	.00	.00	71,010.03	39,489.97	64%	133,111.16	
		EXPENSE TOTALS								110,500.00	.00	.00	87,761.02	22,738.98	79%	107,891.35	
Fund 0020 - State Accommodations Tax Totals										\$0.00	\$0.00	\$0.00	(\$16,750.99)	\$16,750.99		\$25,219.81	
Fund 0022 - Local Hospitality /ATax																	
		REVENUE															
		Department 00 - Revenue															
		Fees															
324.001		Hospitality Fee								680,000.00	50,128.55	.00	521,320.11	158,679.89	77	714,008.37	
324.002		Accommodation Fees								190,000.00	14,285.61	.00	153,758.36	36,241.64	81	201,606.01	
		Fees Totals								\$870,000.00	\$64,414.16	\$0.00	\$675,078.47	\$194,921.53	78%	\$915,614.38	
		State Grants															
332.015		DBA State Grant								.00	.00	.00	30,000.00	(30,000.00)	+++	89,789.70	
		State Grants Totals								\$0.00	\$0.00	\$0.00	\$30,000.00	(\$30,000.00)	+++	\$89,789.70	
		Federal Grants															
331.000		Federal Grants								.00	.00	.00	3,829.00	(3,829.00)	+++	13,500.00	
		Federal Grants Totals								\$0.00	\$0.00	\$0.00	\$3,829.00	(\$3,829.00)	+++	\$13,500.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Investment Earnings															
361.001		Investment Earnings								5,000.00	.00	.00	9,449.61	(4,449.61)	189	18,770.89	
		Investment Earnings Totals								\$5,000.00	\$0.00	\$0.00	\$9,449.61	(\$4,449.61)	189%	\$18,770.89	
		Miscellaneous															
367.001		Operating Contributions								.00	.00	.00	.00	.00	+++	35,000.00	
		Miscellaneous Totals								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,000.00	
		Operating Transfers In															
394.002		Transfer from fund balance								1,007,630.00	.00	.00	.00	1,007,630.00	0	.00	
		Operating Transfers In Totals								\$1,007,630.00	\$0.00	\$0.00	\$0.00	\$1,007,630.00	0%	\$0.00	
		Department 00 - Revenue Totals								\$1,882,630.00	\$64,414.16	\$0.00	\$718,357.08	\$1,164,272.92	38%	\$1,072,674.97	
		REVENUE TOTALS								\$1,882,630.00	\$64,414.16	\$0.00	\$718,357.08	\$1,164,272.92	38%	\$1,072,674.97	
EXPENSE																	
		Department 08 - Winyah Auditorium															
		Other Services & Charges															
650.127		Electricity								7,368.00	290.76	.00	5,618.89	1,749.11	76	7,467.22	
		Other Services & Charges Totals								\$7,368.00	\$290.76	\$0.00	\$5,618.89	\$1,749.11	76%	\$7,467.22	
		Department 08 - Winyah Auditorium Totals								\$7,368.00	\$290.76	\$0.00	\$5,618.89	\$1,749.11	76%	\$7,467.22	
		Department 23 - Old Hospitality Fees															
		Other Services & Charges															
620.114		Advertising								.00	.00	.00	117.00	(117.00)	+++	.00	
620.1141		Advertising- Other								.00	107.25	.00	331.50	(331.50)	+++	448.50	
685.182		Other Operating Expenses								2,500.00	.00	.00	1,160.29	1,339.71	46	1,568.02	
		Other Services & Charges Totals								\$2,500.00	\$107.25	\$0.00	\$1,608.79	\$891.21	64%	\$2,016.52	
		Other Objects															
750.124		Transfers to General Fund								108,000.00	9,000.00	.00	81,000.00	27,000.00	75	108,000.00	
		Other Objects Totals								\$108,000.00	\$9,000.00	\$0.00	\$81,000.00	\$27,000.00	75%	\$108,000.00	
		Capital Outlay															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account	Account Description									Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
900.905	Park Improvements									900,000.00	44,443.74	903,609.27	771,667.44	(775,276.71)	186	117,819.60	
	Capital Outlay Totals									\$900,000.00	\$44,443.74	\$903,609.27	\$771,667.44	(\$775,276.71)	186%	\$117,819.60	
	Department 23 - Old Hospitality Fees Totals									\$1,010,500.00	\$53,550.99	\$903,609.27	\$854,276.23	(\$747,385.50)	174%	\$227,836.12	
	Department 24 - New Hospitality Fees																
	Other Services & Charges																
620.1141	Advertising- Other									.00	.00	.00	126.75	(126.75)	+++	.00	
683.174	Tourism Advertise/Promote									115,500.00	1,187.50	16,312.50	32,228.06	66,959.44	42	35,704.12	
685.180	Membership Dues and Fees									7,500.00	.00	.00	.00	7,500.00	0	7,500.00	
685.182	Other Operating Expenses									12,100.00	878.30	15,239.50	33,560.30	(36,699.80)	403	28,423.26	
685.187	Special Projects									429,500.00	.00	5,200.00	10,500.00	64,300.00	20	18,812.97	
685.1871	Way-finding project									35,000.00	.00	.00	.00	35,000.00	0	4,336.06	
686.195	Repair/Maint Svc Contract									21,400.00	2,226.35	9,500.00	18,051.99	(6,151.99)	129	20,388.00	
	Other Services & Charges Totals									\$621,000.00	\$4,292.15	\$46,252.00	\$94,467.10	\$130,780.90	52%	\$115,164.41	
	Capital Outlay																
900.905	Park Improvements									38,000.00	.00	(13,987.86)	28,037.83	23,950.03	37	433,060.16	
900.1000	Infrastructure Improvemts									.00	.00	4,513.60	8,879.20	201,107.20	6	.00	
900.2500	Land Improvements									.00	.00	240.25	59,759.75	.00	100	.00	
900.3000	Buildings & Improvements									.00	.00	43,785.00	.00	31,215.00	58	.00	
900.4300	Other Equipment									.00	.00	.00	.00	.00	+++	53,312.29	
	Capital Outlay Totals									\$38,000.00	\$0.00	\$34,550.99	\$96,676.78	\$256,272.23	34%	\$486,372.45	
	Department 24 - New Hospitality Fees Totals									\$659,000.00	\$4,292.15	\$80,802.99	\$191,143.88	\$387,053.13	41%	\$601,536.86	
	Department 29 - Kaminski House																
	Other Services & Charges																
600.110	SCMIRF Property/Liab Ins									13,500.00	.00	.00	6,512.00	6,988.00	48	13,024.00	
650.127	Electricity									2,162.00	228.54	.00	1,766.81	395.19	82	2,103.86	
650.133	Stormwater									.00	113.40	.00	1,020.60	(1,020.60)	+++	151.20	
650.1271	Electricity- Sales Tax									100.00	10.54	.00	78.98	21.02	79	93.53	

													Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
													Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description											Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
685.182		Other Operating Expenses											.00	.00	.00	.00	.00	+++	36,460.00
687.203		Contract Services											190,000.00	47,500.00	.00	190,000.00	.00	100	190,000.00
		Other Services & Charges Totals											\$205,762.00	\$47,852.48	\$0.00	\$199,378.39	\$6,383.61	97%	\$241,832.59
		Department 29 - Kaminski House Totals											\$205,762.00	\$47,852.48	\$0.00	\$199,378.39	\$6,383.61	97%	\$241,832.59
		EXPENSE TOTALS											\$1,882,630.00	\$105,986.38	\$984,412.26	\$1,250,417.39	(\$352,199.65)	119%	\$1,078,672.79
		Fund 0022 - Local Hospitality/ATax Totals																	
		REVENUE TOTALS											1,882,630.00	64,414.16	.00	718,357.08	1,164,272.92	38%	1,072,674.97
		EXPENSE TOTALS											1,882,630.00	105,986.38	984,412.26	1,250,417.39	(352,199.65)	119%	1,078,672.79
		Fund 0022 - Local Hospitality/ATax Totals											\$0.00	(\$41,572.22)	(\$984,412.26)	(\$532,060.31)	\$1,516,472.57		(\$5,997.82)
		Fund 0030 - Electric Utility Fund																	
		REVENUE																	
		Department 00 - Revenue																	
		Operating Revenues																	
301.000		Sale Of Utilities											12,250,000.00	815,623.13	.00	8,900,057.47	3,349,942.53	73	10,669,597.74
301.002		New Turn Ons											5,000.00	275.00	.00	2,880.00	2,120.00	58	4,245.00
301.004		Security Lights											250,000.00	22,765.00	.00	201,595.78	48,404.22	81	261,911.00
301.012		Restores											60,000.00	5,583.06	.00	43,333.22	16,666.78	72	79,947.38
302.000		Other Operating Revenues											.00	.00	.00	.00	.00	+++	4,106.09
302.001		Penalties											125,000.00	7,886.13	.00	96,731.35	28,268.65	77	119,904.77
302.002		Pole Rental											200,000.00	5,886.73	.00	140,220.79	59,779.21	70	186,230.00
302.003		Fiber Rental											32,000.00	.00	.00	19,521.00	12,479.00	61	27,000.00
		Operating Revenues Totals											\$12,922,000.00	\$858,019.05	\$0.00	\$9,404,339.61	\$3,517,660.39	73%	\$11,352,941.98
		Federal Grants																	
335.004		Fema Recovery											125,925.00	.00	.00	37,607.95	88,317.05	30	126,865.64
		Federal Grants Totals											\$125,925.00	\$0.00	\$0.00	\$37,607.95	\$88,317.05	30%	\$126,865.64
		Investment Earnings																	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account								
										Adopted		Current Month	YTD		YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total		
306.001		Investment Earnings								35,000.00	4,282.00	.00	33,195.56	1,804.44	95	48,434.23		
		Investment Earnings Totals								\$35,000.00	\$4,282.00	\$0.00	\$33,195.56	\$1,804.44	95%	\$48,434.23		
		Miscellaneous																
301.001		Revenue from Energu Efficiency Program								45,000.00	5,374.37	.00	(6,948.30)	51,948.30	-15	61,265.25		
307.002		Sale Of Scrap								500.00	.00	.00	.00	500.00	0	14,784.00		
369.002		Miscellaneous Revenue								2,000.00	45,958.47	.00	48,778.69	(46,778.69)	2439	3,225.93		
		Miscellaneous Totals								\$47,500.00	\$51,332.84	\$0.00	\$41,830.39	\$5,669.61	88%	\$79,275.18		
		Operating Transfers In																
394.002		Transfer from fund balance								(149,732.00)	.00	.00	.00	(149,732.00)	0	.00		
		Operating Transfers In Totals								(\$149,732.00)	\$0.00	\$0.00	\$0.00	(\$149,732.00)	0%	\$0.00		
		Department 00 - Revenue Totals								\$12,980,693.00	\$913,633.89	\$0.00	\$9,516,973.51	\$3,463,719.49	73%	\$11,607,517.03		
		REVENUE TOTALS								\$12,980,693.00	\$913,633.89	\$0.00	\$9,516,973.51	\$3,463,719.49	73%	\$11,607,517.03		
		EXPENSE																
		Department 19 - Electric																
		Personal Services																
400.101		Regular Pay								719,850.00	39,417.75	.00	452,072.16	267,777.84	63	614,982.04		
401.103		Overtime								25,000.00	86.24	.00	4,011.41	20,988.59	16	31,600.91		
401.105		On-call pay								10,400.00	800.00	.00	7,600.00	2,800.00	73	10,400.00		
401.106		Contract Labor								440,000.00	4,338.48	452,403.31	7,596.69	(20,000.00)	105	.00		
401.107		Labor Billed								.00	.00	.00	.00	.00	++ +	(79.10)		
405.114		FICA								48,878.00	2,873.00	.00	33,386.90	15,491.10	68	47,096.79		
406.116		Retirement								78,300.00	5,449.79	.00	55,259.89	23,040.11	71	74,313.24		
408.125		SCMIT Worker's Comp Ins.								38,000.00	15,498.02	.00	55,150.63	(17,150.63)	145	44,890.65		
410.001		Health Claims Cost								110,000.00	7,307.98	.00	68,692.32	41,307.68	62	102,475.22		
410.002		Health Claim Costs-Retire								27,000.00	(722.31)	.00	19,037.33	7,962.67	71	18,392.95		
410.003		OPEB cost								11,500.00	.00	.00	.00	11,500.00	0	10,166.09		
		Personal Services Totals								\$1,508,928.00	\$75,048.95	\$452,403.31	\$702,807.33	\$353,717.36	77%	\$954,238.79		

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Supplies															
500.101		Supplies and Materials								15,300.00	274.83	.00	15,670.12	(370.12)	102	19,578.89	
500.102		Equipment								6,500.00	184.76	.00	2,306.91	4,193.09	35	229.13	
500.103		Furniture								1,000.00	.00	.00	.00	1,000.00	0	.00	
500.105		Printing and Binding								600.00	.00	.00	.00	600.00	0	.00	
501.101		Uniforms and Clothing								13,700.00	1,072.74	.00	11,253.55	2,446.45	82	12,676.16	
514.114		Wire Expense								8,000.00	640.41	.00	3,940.71	4,059.29	49	15,930.39	
514.115		Christmas Decorations								10,000.00	5,922.00	.00	9,864.79	135.21	99	14,469.52	
514.116		Pole Line Hardware								7,000.00	635.20	.00	5,110.26	1,889.74	73	7,951.82	
514.117		Poles & Crossarms								4,000.00	399.50	.00	1,739.50	2,260.50	43	5,209.62	
514.118		Fuel for Peak Shaving Generation								80,000.00	9,474.65	72,074.62	69,055.78	(61,130.40)	176	83,429.94	
515.121		Safety Supplies								.00	.00	.00	.00	.00	+++	266.43	
515.123		Special Dept Supplies								14,000.00	123.09	.00	16,353.53	(2,353.53)	117	14,088.13	
521.128		Meter Supplies								48,000.00	287.62	2,600.00	14,082.13	31,317.87	35	32,414.49	
523.133		Street Light Supplies								14,000.00	1,739.59	.00	15,152.71	(1,152.71)	108	20,457.84	
531.143		Security Lights								18,000.00	1,181.35	.00	14,042.42	3,957.58	78	15,987.12	
531.145		Transformer Supplies								8,000.00	828.18	.00	6,661.08	1,338.92	83	28,254.73	
540.150		Power Purchases								8,000,000.00	630,685.91	.00	6,105,245.88	1,894,754.12	76	7,474,784.00	
		Supplies Totals								\$8,248,100.00	\$653,449.83	\$74,674.62	\$6,290,479.37	\$1,882,946.01	77%	\$7,745,728.21	
		Other Services & Charges															
540.153		Energy Efficiency Program								60,000.00	6,065.88	.00	63,248.38	(3,248.38)	105	81,613.68	
600.110		SCMIRF Property/Liab Ins								250,000.00	.00	.00	257,690.89	(7,690.89)	103	246,036.87	
610.111		Communications- Landline								5,000.00	353.44	.00	3,526.25	1,473.75	71	4,226.06	
610.112		Postage								2,000.00	588.97	.00	3,558.02	(1,558.02)	178	5,684.21	
610.1110		Communications- Wireless								8,000.00	664.83	.00	5,339.41	2,660.59	67	9,104.92	
620.114		Advertising								600.00	.00	.00	360.75	239.25	60	1,258.27	
640.124		Travel Expense								5,650.00	39.00	.00	1,896.09	3,753.91	34	2,414.07	

Attachment: BudgetPerformanceReport (2507 : March 2018 Finance & IT Reports)

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.127		Electricity								20,140.00	1,598.52	.00	16,301.26	3,838.74	81	23,047.77
650.128		Water								1,227.00	117.88	.00	1,010.95	216.05	82	1,351.00
650.129		Wastewater								1,706.00	163.00	.00	1,402.40	303.60	82	1,864.02
650.130		Sanitation								2,085.00	168.66	.00	1,517.94	567.06	73	2,023.92
650.133		Stormwater								469.00	123.02	.00	1,107.18	(638.18)	236	520.56
650.134		Security Lights								9,182.00	849.00	.00	7,641.00	1,541.00	83	10,188.00
650.1271		Electricity- Sales Tax								2,529.00	378.63	.00	3,001.22	(472.22)	119	49,607.88
660.133		Repairs & Maint. Services								25,000.00	8,304.56	.00	11,903.34	13,096.66	48	1,392.51
660.139		Fleet Services Materials								16,000.00	902.25	.00	18,514.40	(2,514.40)	116	19,081.31
660.140		Hydraulic Repair								12,000.00	.00	.00	8,313.65	3,686.35	69	4,077.17
660.145		Gasoline & Oil								18,000.00	1,472.87	.00	13,759.27	4,240.73	76	18,727.58
660.1391		Fleet Services Labor								20,000.00	1,572.91	.00	13,894.48	6,105.52	69	22,730.20
662.140		Building Repairs								2,000.00	.00	.00	.00	2,000.00	0	.00
663.145		Sub-Station Maintenance								3,000.00	.00	.00	1,278.15	1,721.85	43	3,758.30
663.146		Transformers Repairs								6,000.00	.00	.00	.00	6,000.00	0	4,521.66
664.101		Community Education								1,500.00	.00	.00	.00	1,500.00	0	.00
670.156		Equipment Rental/Lease								3,800.00	226.18	.00	1,854.97	1,945.03	49	2,827.71
670.157		Equipment Lease								156,600.00	26,310.44	234,492.96	208,970.42	(286,863.38)	283	286,883.74
682.170		Infrared Test								800.00	.00	.00	590.00	210.00	74	565.00
682.171		Safety Testing/Compliance								3,500.00	.00	.00	843.97	2,656.03	24	615.67
682.172		Ground Maint. Expenses								1,000.00	.00	.00	.00	1,000.00	0	9.63
682.173		Tree Crew Maintenance								14,000.00	709.47	.00	5,829.17	8,170.83	42	11,042.81
685.180		Membership Dues and Fees								16,915.00	.00	.00	8,268.74	8,646.26	49	17,026.85
685.182		Other Operating Expenses								22,000.00	3,280.27	.00	27,377.76	(5,377.76)	124	179,434.42
685.183		Depreciation								452,551.00	33,449.23	.00	300,579.90	151,971.10	66	393,173.49
685.186		Training								11,800.00	2,628.00	.00	6,252.96	5,547.04	53	1,876.22
685.187		Special Projects								2,500.00	.00	.00	.00	2,500.00	0	49.06

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
685.190		Landfill Fees								1,500.00	.00	.00	1,148.25	351.75	77	951.80	
685.1801		Subscriptions								40.00	.00	.00	.00	40.00	0	115.50	
685.1821		Hurricane/Storm Expense								.00	.00	.00	4,740.72	(4,740.72)	+++	.00	
686.186		Legal Services								10,000.00	.00	.00	.00	10,000.00	0	.00	
686.187		Professional Services								11,700.00	499.95	20,115.74	6,409.45	(14,825.19)	227	11,774.32	
686.188		Architect/Engineer Servcs								25,000.00	4,409.42	.00	6,809.42	18,190.58	27	22,318.12	
686.189		Employee Medical								700.00	60.00	.00	452.00	248.00	65	464.55	
686.190		Consulting Services								20,000.00	.00	.00	.00	20,000.00	0	.00	
686.191		Contract Services/Studies								3,600.00	105.38	.00	1,111.62	2,488.38	31	2,371.50	
686.194		Other Prof/Tech Services								.00	.00	.00	2,500.00	(2,500.00)	+++	.00	
686.195		Repair/Maint Svc Contract								28,000.00	1,401.84	.00	26,156.80	1,843.20	93	28,344.50	
686.199		Internal Engineering								15,000.00	1,509.20	.00	13,481.05	1,518.95	90	15,759.84	
686.1895		Employee wellness services								9,000.00	131.32	.00	1,016.92	7,983.08	11	6,401.79	
687.202		Utility Billing Services								40,000.00	1,168.87	.00	33,350.03	6,649.97	83	40,364.93	
689.800		Equipment Charges								.00	.00	.00	.00	.00	+++	(105.63)	
		Other Services & Charges Totals								\$1,322,094.00	\$99,252.99	\$254,608.70	\$1,093,009.18	(\$25,523.88)	102%	\$1,535,495.78	
		Other Objects															
702.105		Interest on Bonds								.00	14,850.00	.00	59,400.00	(59,400.00)	+++	.00	
702.110		Bond Principal								.00	96,833.33	.00	387,333.32	(387,333.32)	+++	.00	
703.110		Bond Issuance Cost								.00	.00	.00	62,000.00	(62,000.00)	+++	.00	
703.1001		Agent Fees								.00	.00	.00	5,000.00	(5,000.00)	+++	.00	
720.001		Provision for Bad Debts								40,000.00	3,333.33	.00	29,999.97	10,000.03	75	26,478.51	
720.006		Public Assistance Program								10,000.00	.00	.00	10,000.00	.00	100	10,000.00	
750.124		Transfers to General Fund								1,400,000.00	116,666.63	.00	1,049,999.67	350,000.33	75	1,399,999.56	
795.001		IT Internal Allocations								85,000.00	2,149.96	.00	53,847.31	31,152.69	63	77,684.10	
795.995		GF Cost Distribution								365,350.00	30,445.83	.00	274,012.47	91,337.53	75	365,349.72	
7999.9999		Principal Reclassified								.00	(96,833.33)	.00	(387,333.32)	387,333.32	+++	.00	

													Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
													Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description										Budget	Transactions	Encumbrances	Transactions	Transactions	Transactions	Rec'd	Prior Year Total
		Other Objects Totals										\$1,900,350.00	\$167,445.75	\$0.00	\$1,544,259.42	\$356,090.58	81%	\$1,879,511.89	
		Capital Outlay																	
900.906		SCDOT US 17/521 Improvements										400,000.00	.00	.00	.00	400,000.00	0	5,000.00	
900.952		Peak Shaving Generation										3,100,000.00	72,244.00	998,540.42	2,562,053.62	(460,594.04)	115	1,320,555.63	
900.3100		Electric Distribution										1,130,000.00	10,724.89	224,599.45	272,159.08	633,241.47	44	257,903.88	
900.4300		Other Equipment										560,000.00	.00	212,782.50	.00	347,217.50	38	24,956.26	
9999.9999		Assets Reclassified										(5,190,000.00)	(83,045.07)	.00	(2,834,413.48)	(2,355,586.52)	55	(1,608,415.77)	
		Capital Outlay Totals										\$0.00	(\$76.18)	\$1,435,922.37	(\$200.78)	(\$1,435,721.59)	+++	\$0.00	
		Department 19 - Electric Totals										\$12,979,472.00	\$995,121.34	\$2,217,609.00	\$9,630,354.52	\$1,131,508.48	91%	\$12,114,974.67	
		Department 36 - Fiber Optics																	
		Other Services & Charges																	
685.183		Depreciation										1,221.00	101.71	.00	915.43	305.57	75	1,220.52	
		Other Services & Charges Totals										\$1,221.00	\$101.71	\$0.00	\$915.43	\$305.57	75%	\$1,220.52	
		Department 36 - Fiber Optics Totals										\$1,221.00	\$101.71	\$0.00	\$915.43	\$305.57	75%	\$1,220.52	
		EXPENSE TOTALS										\$12,980,693.00	\$995,223.05	\$2,217,609.00	\$9,631,269.95	\$1,131,814.05	91%	\$12,116,195.19	
Fund 0030 - Electric Utility Fund Totals																			
REVENUE TOTALS													12,980,693.00	913,633.89	.00	9,516,973.51	3,463,719.49	73%	11,607,517.03
EXPENSE TOTALS													12,980,693.00	995,223.05	2,217,609.00	9,631,269.95	1,131,814.05	91%	12,116,195.19
Fund 0030 - Electric Utility Fund Totals													\$0.00	(\$81,589.16)	(\$2,217,609.00)	(\$114,296.44)	\$2,331,905.44		(\$508,678.16)
Fund 0031 - Water Utility Fund																			
		REVENUE																	
		Department 00 - Revenue																	
		Operating Revenues																	
301.000		Sale Of Utilities										2,014,135.00	179,569.61	.00	2,098,952.13	(84,817.13)	104	2,010,366.64	
301.002		New Turn Ons										3,000.00	235.00	.00	2,460.00	540.00	82	3,670.00	
301.009		New Service Taps										11,000.00	.00	.00	3,025.00	7,975.00	28	24,588.84	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account	Account Description									Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
301.013	Meter Installation									1,500.00	.00	.00	750.00	750.00	50	2,100.00	
302.001	Penalties									28,000.00	1,628.87	.00	27,914.55	85.45	100	26,223.26	
	Operating Revenues Totals									\$2,057,635.00	\$181,433.48	\$0.00	\$2,133,101.68	(\$75,466.68)	104%	\$2,066,948.74	
	Impact Fees																
324.020	Water Impact Fee									6,000.00	.00	.00	11,735.00	(5,735.00)	196	31,720.00	
	Impact Fees Totals									\$6,000.00	\$0.00	\$0.00	\$11,735.00	(\$5,735.00)	196%	\$31,720.00	
	Charges for Services																
324.007	Fees- Services									2,000.00	.00	.00	.00	2,000.00	0	1,253.59	
	Charges for Services Totals									\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$1,253.59	
	Federal Grants																
335.004	Fema Recovery									32,000.00	8,377.63	.00	43,056.46	(11,056.46)	135	58,507.37	
	Federal Grants Totals									\$32,000.00	\$8,377.63	\$0.00	\$43,056.46	(\$11,056.46)	135%	\$58,507.37	
	Investment Earnings																
306.001	Investment Earnings									15,000.00	3,507.41	.00	23,232.52	(8,232.52)	155	21,939.21	
	Investment Earnings Totals									\$15,000.00	\$3,507.41	\$0.00	\$23,232.52	(\$8,232.52)	155%	\$21,939.21	
	Miscellaneous																
369.002	Miscellaneous Revenue									5,000.00	1,504.53	.00	4,915.03	84.97	98	1,655.52	
	Miscellaneous Totals									\$5,000.00	\$1,504.53	\$0.00	\$4,915.03	\$84.97	98%	\$1,655.52	
	Capital Contributions																
371.003	Cap Contributions-Develop									.00	.00	.00	.00	.00	+++	350,000.00	
	Capital Contributions Totals									\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$350,000.00	
	Operating Transfers In																
394.002	Transfer from fund balance									391,976.00	.00	.00	.00	391,976.00	0	.00	
	Operating Transfers In Totals									\$391,976.00	\$0.00	\$0.00	\$0.00	\$391,976.00	0%	\$0.00	
	Sale of Assets																
391.001	Sale of Assets									500.00	.00	.00	87.01	412.99	17	2,015.00	
	Sale of Assets Totals									\$500.00	\$0.00	\$0.00	\$87.01	\$412.99	17%	\$2,015.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account													
										Adopted		Current Month		YTD		YTD		Budget - YTD		% Used/			
Account				Account Description						Budget		Transactions		Encumbrances		Transactions		Transactions		Rec'd		Prior Year Total	
		Department 00 - Revenue Totals								\$2,510,111.00		\$194,823.05		\$0.00		\$2,216,127.70		\$293,983.30		88%		\$2,534,039.43	
		REVENUE TOTALS								\$2,510,111.00		\$194,823.05		\$0.00		\$2,216,127.70		\$293,983.30		88%		\$2,534,039.43	
		EXPENSE																					
		Department 15 - Water Distribution																					
		Personal Services																					
400.101				Regular Pay						178,000.00		10,779.00		.00		112,882.46		65,117.54		63		147,288.27	
401.103				Overtime						12,000.00		438.75		.00		7,810.39		4,189.61		65		15,439.60	
401.105				On-call pay						5,200.00		400.00		.00		3,800.00		1,400.00		73		5,200.00	
405.114				FICA						15,460.00		836.82		.00		9,038.34		6,421.66		58		12,273.60	
406.116				Retirement						25,000.00		1,547.85		.00		14,871.72		10,128.28		59		19,084.03	
408.125				SCMIT Worker's Comp Ins.						7,000.00		3,079.20		.00		10,927.12		(3,927.12)		156		8,825.52	
410.001				Health Claims Cost						21,200.00		1,445.68		.00		11,517.62		9,682.38		54		18,827.32	
410.002				Health Claim Costs-Retire						12,177.00		.00		.00		9,039.36		3,137.64		74		8,308.08	
410.003				OPEB cost						4,000.00		.00		.00		.00		4,000.00		0		3,025.67	
		Personal Services Totals								\$280,037.00		\$18,527.30		\$0.00		\$179,887.01		\$100,149.99		64%		\$238,272.09	
		Supplies																					
500.101				Supplies and Materials						5,060.00		.00		.00		1,606.66		3,453.34		32		2,871.76	
500.102				Equipment						10,350.00		.00		1,729.12		2,595.71		6,025.17		42		1,286.01	
501.101				Uniforms and Clothing						4,550.00		94.00		.00		2,027.79		2,522.21		45		3,143.32	
513.112				Asphalt/Concrete/Gravel						23,680.00		.00		36,254.93		17,757.47		(30,332.40)		228		20,832.64	
514.110				Water Dist System Supply						32,750.00		48.32		.00		15,769.14		16,980.86		48		34,109.83	
515.121				Safety Supplies						300.00		.00		.00		87.00		213.00		29		.00	
521.128				Meter Supplies						.00		.00		.00		.00		.00		+++		(808.13)	
523.136				Hydrant Replacement						8,000.00		.00		.00		.00		8,000.00		0		5,422.80	
532.148				Small Hand Tools						550.00		18.44		.00		18.44		531.56		3		671.41	
		Supplies Totals								\$85,240.00		\$160.76		\$37,984.05		\$39,862.21		\$7,393.74		91%		\$67,529.64	
		Other Services & Charges																					

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
515.129		Permit Fees Due To Others								870.00	.00	.00	509.33	360.67	59	599.08	
600.110		SCMIRF Property/Liab Ins								20,000.00	.00	.00	18,481.54	1,518.46	92	17,645.72	
610.112		Postage								750.00	84.93	.00	515.99	234.01	69	947.26	
610.1110		Communications- Wireless								660.00	54.25	.00	434.46	225.54	66	636.17	
620.114		Advertising								750.00	136.50	.00	136.50	613.50	18	871.59	
640.124		Travel Expense								948.00	.00	.00	.00	948.00	0	402.23	
650.127		Electricity								6,293.00	674.74	.00	5,352.21	940.79	85	6,369.93	
650.128		Water								22,857.00	1,297.05	.00	11,297.41	11,559.59	49	17,510.20	
650.129		Wastewater								17,832.00	601.78	.00	5,667.62	12,164.38	32	13,347.69	
650.130		Sanitation								692.00	55.96	.00	503.64	188.36	73	671.52	
650.133		Stormwater								2,660.00	393.88	.00	3,544.92	(884.92)	133	3,050.76	
650.1271		Electricity- Sales Tax								283.00	39.21	.00	281.46	1.54	99	294.32	
660.133		Repairs & Maint. Services								22,500.00	3,943.77	.00	8,158.69	14,341.31	36	19,180.30	
660.139		Fleet Services Materials								9,000.00	824.67	.00	6,279.29	2,720.71	70	8,428.60	
660.145		Gasoline & Oil								7,000.00	690.75	.00	5,186.56	1,813.44	74	6,764.67	
660.1391		Fleet Services Labor								8,000.00	932.29	.00	4,953.88	3,046.12	62	8,767.09	
670.156		Equipment Rental/Lease								560.00	.00	.00	.00	560.00	0	.00	
685.180		Membership Dues and Fees								360.00	.00	.00	230.00	130.00	64	60.00	
685.182		Other Operating Expenses								10,240.00	937.05	.00	7,311.52	2,928.48	71	9,119.97	
685.183		Depreciation								334,873.00	28,393.50	.00	255,632.02	79,240.98	76	307,511.19	
685.186		Training								2,210.00	.00	.00	3,722.97	(1,512.97)	168	1,924.00	
685.187		Special Projects								.00	.00	.00	.00	60,000.00	0	.00	
685.1821		Hurricane/Storm Expense								.00	.00	.00	(62.28)	62.28	+++	.00	
686.187		Professional Services								2,080.00	166.80	3,026.00	1,099.42	(2,045.42)	198	750.54	
686.189		Employee Medical								360.00	.00	.00	120.00	240.00	33	150.00	
686.191		Contract Services/Studies								2,400.00	105.39	.00	1,111.61	1,288.39	46	1,956.37	
686.195		Repair/Maint Svc Contract								1,440.00	.00	.00	510.50	929.50	35	2,450.22	

Attachment: BudgetPerformanceReport (2507 : March 2018 Finance & IT Reports)

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
686.199		Internal Engineering								15,000.00		1,509.20	.00	13,481.06	1,518.94	90	15,759.84
686.1895		Employee wellness services								1,860.00		98.49	.00	762.70	1,097.30	41	1,839.83
687.202		Utility Billing Services								7,000.00		176.81	.00	5,044.56	1,955.44	72	6,072.43
		Other Services & Charges Totals								\$499,478.00		\$41,117.02	\$3,026.00	\$360,267.58	\$196,184.42	65%	\$453,081.52
		Other Objects															
702.106		Interest- Bonds								120,095.00		9,575.41	.00	86,485.81	33,609.19	72	120,093.55
702.110		Bond Principal								300,000.00		45,136.49	.00	207,388.97	92,611.03	69	297,918.36
703.109		Agents Fee								3,000.00		.00	.00	2,862.50	137.50	95	4,475.00
720.001		Provision for Bad Debts								8,000.00		666.67	.00	6,000.03	1,999.97	75	33,754.81
795.995		GF Cost Distribution								75,415.00		6,284.58	.00	56,561.22	18,853.78	75	75,414.96
7999.9999		Principal Reclassified								(300,000.00)		(39,706.43)	.00	(158,825.72)	(141,174.28)	53	(297,918.36)
		Other Objects Totals								\$206,510.00		\$21,956.72	\$0.00	\$200,472.81	\$6,037.19	97%	\$233,738.32
		Inter-Dept. Allocations															
795.999		Allocation G&A Services								85,000.00		3,454.75	.00	45,012.01	39,987.99	53	59,394.24
		Inter-Dept. Allocations Totals								\$85,000.00		\$3,454.75	\$0.00	\$45,012.01	\$39,987.99	53%	\$59,394.24
		Capital Outlay															
900.907		High Service Pumps & Drives								.00		.00	.00	.00	.00	+++	135,641.20
900.915		CIP Projects - Current Year								2,684,000.00		.00	.00	.00	.00	+++	.00
900.3000		Buildings & Improvements								.00		.00	.00	7,949.00	6,051.00	57	.00
900.3500		Water Distribution								.00		6,608.54	1,738,395.58	45,348.40	696,256.02	72	275,720.30
900.4200		Heavy Equipment								.00		.00	103,672.00	103,672.00	(102,344.00)	197	.00
900.4300		Other Equipment								.00		.00	22,952.70	22,952.70	(20,905.40)	184	23,251.49
9999.9999		Assets Reclassified								(2,684,000.00)		(2,403.54)	.00	(175,717.10)	(2,508,282.90)	7	(434,612.99)
		Capital Outlay Totals								\$0.00		\$4,205.00	\$1,865,020.28	\$4,205.00	(\$1,929,225.28)	-3115%	\$0.00
		Department 15 - Water Distribution Totals								\$1,156,265.00		\$89,421.55	\$1,906,030.33	\$829,706.62	(\$1,579,471.95)	237%	\$1,052,015.81
		Department 16 - Filtration															
		Personal Services															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
400.101		Regular Pay								235,000.00	20,574.43	.00	171,422.54	63,577.46	73	172,474.95	
401.103		Overtime								6,000.00	1,344.37	.00	8,189.18	(2,189.18)	136	11,227.14	
401.105		On-call pay								7,020.00	533.36	.00	5,066.92	1,953.08	72	6,933.68	
405.114		FICA								15,950.00	1,593.48	.00	13,080.65	2,869.35	82	13,651.45	
406.116		Retirement								25,000.00	2,935.84	.00	22,280.27	2,719.73	89	20,853.18	
408.125		SCMIT Worker's Comp Ins.								7,500.00	2,773.14	.00	9,841.00	(2,341.00)	131	7,948.29	
410.001		Health Claims Cost								33,337.00	2,795.99	.00	24,285.00	9,052.00	73	28,930.34	
410.002		Health Claim Costs-Retire								10,525.00	.00	.00	7,834.38	2,690.62	74	6,269.37	
410.003		OPEB cost								5,000.00	.00	.00	.00	5,000.00	0	3,797.30	
		Personal Services Totals								\$345,332.00	\$32,550.61	\$0.00	\$261,999.94	\$83,332.06	76%	\$272,085.70	
		Supplies															
500.101		Supplies and Materials								3,000.00	344.16	.00	3,113.63	(113.63)	104	3,781.14	
500.102		Equipment								3,200.00	.00	.00	1,579.84	1,620.16	49	1,497.64	
501.101		Uniforms and Clothing								3,300.00	.00	.00	2,016.46	1,283.54	61	1,986.82	
512.108		Chemicals								219,920.00	22,441.38	146,671.83	170,720.19	(97,472.02)	144	170,111.80	
512.109		Laboratory Supplies								13,252.00	.00	2,259.82	13,354.99	(2,362.81)	118	14,161.50	
515.121		Safety Supplies								600.00	.00	.00	342.00	258.00	57	615.40	
532.148		Small Hand Tools								490.00	205.26	.00	668.77	(178.77)	136	130.80	
540.151		IP Raw Water Contract-Cty								19,364.00	1,710.01	.00	13,860.44	5,503.56	72	17,732.66	
540.152		Raw Water Pump Maint.								47,000.00	1,283.24	.00	20,738.97	26,261.03	44	52,835.43	
540.157		Treated Water Purchase								500.00	6.50	.00	52.00	448.00	10	71.50	
		Supplies Totals								\$310,626.00	\$25,990.55	\$148,931.65	\$226,447.29	(\$64,752.94)	121%	\$262,924.69	
		Other Services & Charges															
515.129		Permit Fees Due To Others								22,000.00	.00	.00	20,665.00	1,335.00	94	20,503.00	
600.110		SCMIRF Property/Liab Ins								15,000.00	.00	.00	14,402.01	597.99	96	13,750.68	
610.111		Communications- Landline								1,200.00	91.71	.00	823.62	376.38	69	1,095.10	
610.112		Postage								2,000.00	.00	.00	67.78	1,932.22	3	1,083.07	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
610.1110		Communications- Wireless								420.00	34.21	.00	274.14	145.86	65	396.57	
620.114		Advertising								1,000.00	768.98	.00	905.48	94.52	91	435.50	
640.124		Travel Expense								861.00	.00	.00	91.00	770.00	11	21.34	
650.127		Electricity								82,142.00	7,020.41	.00	65,247.22	16,894.78	79	83,672.39	
650.130		Sanitation								929.00	75.20	.00	716.13	212.87	77	902.40	
650.133		Stormwater								.00	179.55	.00	1,615.95	(1,615.95)	+++	100.80	
650.134		Security Lights								1,428.00	132.00	.00	1,188.00	240.00	83	1,584.00	
650.1271		Electricity- Sales Tax								106.00	9.76	.00	88.08	17.92	83	110.83	
660.133		Repairs & Maint. Services								28,000.00	4,280.10	6,600.00	43,409.02	(22,009.02)	179	31,700.25	
660.139		Fleet Services Materials								3,000.00	.00	.00	2,101.13	898.87	70	2,269.38	
660.145		Gasoline & Oil								1,000.00	125.84	.00	970.95	29.05	97	1,009.25	
660.1391		Fleet Services Labor								2,500.00	111.25	.00	2,049.78	450.22	82	2,922.78	
664.101		Community Education								500.00	.00	.00	.00	500.00	0	.00	
670.156		Equipment Rental/Lease								.00	.00	.00	.00	.00	+++	613.37	
685.180		Membership Dues and Fees								350.00	.00	.00	105.00	245.00	30	540.00	
685.182		Other Operating Expenses								1,000.00	.00	.00	144.00	856.00	14	1,641.76	
685.183		Depreciation								325,304.00	22,717.80	.00	226,502.16	98,801.84	70	317,918.83	
685.186		Training								5,335.00	330.00	.00	4,363.81	971.19	82	2,810.00	
685.1821		Hurricane/Storm Expense								.00	.00	.00	62.28	(62.28)	+++	.00	
686.187		Professional Services								34,740.00	45.00	1,500.00	2,746.00	30,494.00	12	12,396.58	
686.189		Employee Medical								220.00	.00	.00	171.00	49.00	78	165.00	
686.195		Repair/Maint Svc Contract								3,240.00	.00	.00	1,194.02	2,045.98	37	4,039.69	
686.199		Internal Engineering								12,000.00	1,509.20	.00	13,481.06	(1,481.06)	112	15,759.84	
686.1895		Employee wellness services								1,680.00	164.15	.00	1,271.16	408.84	76	2,052.27	
		Other Services & Charges Totals								\$545,955.00	\$37,595.16	\$8,100.00	\$404,655.78	\$133,199.22	76%	\$519,494.68	
		Other Objects															
795.995		GF Cost Distribution								67,180.00	5,598.25	.00	50,384.25	16,795.75	75	67,179.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account								
										Adopted		Current Month	YTD		YTD	Budget - YTD	% Used/	
Account			Account Description							Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Other Objects Totals								\$67,180.00		\$5,598.25	\$0.00	\$50,384.25	\$16,795.75	75%	\$67,179.00	
		Inter-Dept. Allocations																
795.999			Allocation G&A Services							85,000.00		3,454.75	.00	45,012.01	39,987.99	53	59,394.24	
		Inter-Dept. Allocations Totals								\$85,000.00		\$3,454.75	\$0.00	\$45,012.01	\$39,987.99	53%	\$59,394.24	
		Capital Outlay																
900.915			CIP Projects - Current Year							450,000.00		.00	.00	.00	.00	+++	.00	
900.3300			Water Filtration Plant							.00		.00	.00	.00	450,000.00	0	.00	
900.4300			Other Equipment							.00		.00	.00	.00	.00	+++	29,884.87	
9999.9999			Assets Reclassified							(450,000.00)		.00	.00	.00	(450,000.00)	0	(29,884.87)	
		Capital Outlay Totals								\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
		Department 16 - Filtration Totals								\$1,354,093.00		\$105,189.32	\$157,031.65	\$988,499.27	\$208,562.08	85%	\$1,181,078.31	
		Department 41 - General & Administrative																
		Personal Services																
400.101			Regular Pay							103,290.00		9,325.61	.00	83,076.71	20,213.29	80	107,548.03	
401.103			Overtime							500.00		36.90	.00	77.83	422.17	16	(2.76)	
405.114			FICA							7,660.00		689.30	.00	6,144.12	1,515.88	80	7,970.96	
406.116			Retirement							12,541.00		1,239.41	.00	10,034.03	2,506.97	80	12,290.58	
408.125			SCMIT Worker's Comp Ins.							2,000.00		844.00	.00	3,342.29	(1,342.29)	167	2,419.04	
410.001			Health Claims Cost							17,225.00		985.04	.00	9,110.76	8,114.24	53	11,796.37	
410.003			OPEB cost							5,000.00		.00	.00	.00	5,000.00	0	1,648.77	
		Personal Services Totals								\$148,216.00		\$13,120.26	\$0.00	\$111,785.74	\$36,430.26	75%	\$143,670.99	
		Supplies																
500.101			Supplies and Materials							4,700.00		437.17	.00	4,790.87	(90.87)	102	5,564.24	
500.102			Equipment							900.00		.00	.00	371.59	528.41	41	.00	
500.103			Furniture							1,400.00		.00	.00	1,618.65	(218.65)	116	476.97	
501.101			Uniforms and Clothing							675.00		.00	.00	483.63	191.37	72	488.98	
		Supplies Totals								\$7,675.00		\$437.17	\$0.00	\$7,264.74	\$410.26	95%	\$6,530.19	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Other Services & Charges															
600.110		SCMIRF Property/Liab Ins								31,000.00	.00	.00	29,669.38	1,330.62	96	28,327.58	
610.111		Communications- Landline								4,200.00	340.96	.00	3,516.55	683.45	84	4,149.00	
610.112		Postage								500.00	.00	.00	.00	500.00	0	135.23	
610.1110		Communications- Wireless								2,820.00	193.85	.00	1,571.71	1,248.29	56	2,160.08	
620.114		Advertising								500.00	.00	.00	.00	500.00	0	.00	
640.124		Travel Expense								435.00	.00	.00	26.00	409.00	6	183.01	
650.127		Electricity								2,352.00	184.93	.00	1,899.76	452.24	81	2,574.61	
650.128		Water								844.00	30.66	.00	312.76	531.24	37	437.41	
650.129		Wastewater								528.00	17.00	.00	200.60	327.40	38	252.44	
650.130		Sanitation								486.00	39.33	.00	314.64	171.36	65	471.96	
650.133		Stormwater								977.00	165.94	.00	1,493.46	(516.46)	153	1,184.88	
650.134		Security Lights								573.00	53.00	.00	477.00	96.00	83	636.00	
650.1271		Electricity- Sales Tax								105.00	8.91	.00	90.43	14.57	86	115.30	
660.133		Repairs & Maint. Services								5,800.00	.00	4,075.00	4,160.00	(2,435.00)	142	352.13	
660.139		Fleet Services Materials								4,000.00	.00	.00	1,616.98	2,383.02	40	3,819.55	
660.145		Gasoline & Oil								1,200.00	249.05	.00	1,802.50	(602.50)	150	1,518.32	
660.1391		Fleet Services Labor								1,800.00	136.51	.00	1,971.05	(171.05)	110	1,974.23	
670.156		Equipment Rental/Lease								2,960.00	193.64	.00	1,733.21	1,226.79	59	3,300.03	
685.180		Membership Dues and Fees								1,235.00	.00	.00	1,085.00	150.00	88	1,230.00	
685.182		Other Operating Expenses								500.00	.00	.00	156.94	343.06	31	155.64	
685.183		Depreciation								190.00	397.18	.00	905.33	(715.33)	476	189.84	
685.186		Training								660.00	.00	.00	.00	660.00	0	710.00	
686.187		Professional Services								1,425.00	.00	.00	.00	1,425.00	0	51.67	
686.189		Employee Medical								60.00	.00	.00	.00	60.00	0	45.00	
686.195		Repair/Maint Svc Contract								3,160.00	.00	.00	1,054.16	2,105.84	33	3,593.12	
686.1895		Employee wellness services								480.00	229.81	.00	1,779.61	(1,299.61)	371	1,781.72	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Other Services & Charges Totals								\$68,790.00	\$2,240.77	\$4,075.00	\$55,837.07	\$8,877.93	87%	\$59,348.75	
		Other Objects															
795.001		IT Internal Allocations								80,000.00	2,493.99	.00	62,655.99	17,344.01	78	96,664.69	
		Other Objects Totals								\$80,000.00	\$2,493.99	\$0.00	\$62,655.99	\$17,344.01	78%	\$96,664.69	
		Inter-Dept. Allocations															
795.999		Allocation G&A Services								(305,128.00)	(17,273.75)	.00	(225,060.11)	(80,067.89)	74	(296,971.13)	
		Inter-Dept. Allocations Totals								(\$305,128.00)	(\$17,273.75)	\$0.00	(\$225,060.11)	(\$80,067.89)	74%	(\$296,971.13)	
		Capital Outlay															
900.4100		Vehicles								27,500.00	.00	27,059.00	27,076.00	(26,635.00)	197	.00	
9999.9999		Assets Reclassified								(27,500.00)	.00	.00	(27,076.00)	(424.00)	98	.00	
		Capital Outlay Totals								\$0.00	\$0.00	\$27,059.00	\$0.00	(\$27,059.00)	+++	\$0.00	
		Department 41 - General & Administrative Totals								(\$447.00)	\$1,018.44	\$31,134.00	\$12,483.43	(\$44,064.43)	-9758%	\$9,243.49	
		Department 42 - Engineering Services															
		Personal Services															
400.101		Regular Pay								126,000.00	10,717.13	.00	95,287.69	30,712.31	76	113,387.61	
405.114		FICA								9,640.00	764.23	.00	6,767.00	2,873.00	70	7,952.82	
406.116		Retirement								14,700.00	1,419.17	.00	11,549.91	3,150.09	79	12,849.76	
408.125		SCMIT Worker's Comp Ins.								.00	.00	.00	1,523.82	(1,523.82)	+++	.00	
410.001		Health Claims Cost								13,179.00	1,339.46	.00	11,804.46	1,374.54	90	14,005.35	
		Personal Services Totals								\$163,519.00	\$14,239.99	\$0.00	\$126,932.88	\$36,586.12	78%	\$148,195.54	
		Supplies															
500.101		Supplies and Materials								450.00	.00	.00	218.07	231.93	48	365.19	
500.102		Equipment								5,400.00	.00	.00	1,408.86	3,991.14	26	1,371.37	
500.103		Furniture								150.00	.00	.00	.00	150.00	0	900.00	
500.105		Printing and Binding								100.00	.00	.00	.00	100.00	0	619.32	
501.101		Uniforms and Clothing								600.00	.00	.00	659.03	(59.03)	110	501.33	
515.121		Safety Supplies								570.00	.00	.00	75.55	494.45	13	.00	

Attachment: BudgetPerformanceReport (2507 : March 2018 Finance & IT Reports)

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
515.124		Department Supplies								.00	.00	.00	.00	.00	+++	238.86	
		Supplies Totals								\$7,270.00	\$0.00	\$0.00	\$2,361.51	\$4,908.49	32%	\$3,996.07	
		Other Services & Charges															
610.112		Postage								100.00	28.41	.00	49.05	50.95	49	83.97	
610.1110		Communications- Wireless								1,200.00	.00	.00	.00	1,200.00	0	.00	
620.114		Advertising								150.00	.00	.00	.00	150.00	0	.00	
640.124		Travel Expense								1,138.00	59.96	.00	85.96	1,052.04	8	804.14	
685.180		Membership Dues and Fees								325.00	304.00	.00	304.00	21.00	94	334.00	
685.182		Other Operating Expenses								.00	.00	.00	21.30	(21.30)	+++	.00	
685.184		Continuing Education								600.00	.00	.00	395.00	205.00	66	.00	
685.186		Training								1,100.00	.00	.00	1,223.58	(123.58)	111	1,045.00	
686.187		Professional Services								1,400.00	.00	.00	.00	1,400.00	0	1,306.47	
686.189		Employee Medical								100.00	.00	.00	.00	100.00	0	.00	
686.1895		Employee wellness services								500.00	459.61	.00	3,559.21	(3,059.21)	712	2,990.47	
		Other Services & Charges Totals								\$6,613.00	\$851.98	\$0.00	\$5,638.10	\$974.90	85%	\$6,564.05	
		Other Objects															
735.122		Services Billed								(177,202.00)	(15,091.97)	.00	(134,810.45)	(42,391.55)	76	(157,598.25)	
		Other Objects Totals								(\$177,202.00)	(\$15,091.97)	\$0.00	(\$134,810.45)	(\$42,391.55)	76%	(\$157,598.25)	
		Department 42 - Engineering Services Totals								\$200.00	\$0.00	\$0.00	\$122.04	\$77.96	61%	\$1,157.41	
		EXPENSE TOTALS								\$2,510,111.00	\$195,629.31	\$2,094,195.98	\$1,830,811.36	(\$1,414,896.34)	156%	\$2,243,495.02	
		Fund 0031 - Water Utility Fund Totals															
		REVENUE TOTALS								2,510,111.00	194,823.05	.00	2,216,127.70	293,983.30	88%	2,534,039.43	
		EXPENSE TOTALS								2,510,111.00	195,629.31	2,094,195.98	1,830,811.36	(1,414,896.34)	156%	2,243,495.02	
		Fund 0031 - Water Utility Fund Totals								\$0.00	(\$806.26)	(\$2,094,195.98)	\$385,316.34	\$1,708,879.64		\$290,544.41	
		Fund 0032 - Wastewater Fund															
		REVENUE															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account								
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/			
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total		
		Department 00 - Revenue																
		Operating Revenues																
301.000		Sale Of Utilities								2,379,256.00	205,962.77	.00	1,991,276.49	387,979.51	84	2,336,024.67		
301.002		New Turn Ons								3,300.00	220.00	.00	2,325.00	975.00	70	3,455.00		
301.009		New Service Taps								10,000.00	1,800.00	.00	5,350.00	4,650.00	54	1,000.00		
301.014		Fixed Charges - Andrews								120,000.00	10,119.80	.00	91,078.20	28,921.80	76	121,437.60		
301.015		Fixed Charges - GCWSD								225,000.00	19,241.87	.00	173,176.83	51,823.17	77	230,902.44		
301.016		Fixed Charges - COG								300,000.00	27,651.27	.00	248,861.43	51,138.57	83	331,815.24		
301.017		Volume Charges - Andrews								280,000.00	(62,959.26)	.00	59,329.41	220,670.59	21	243,468.92		
301.018		Volume Charges - GCWSD								350,000.00	(35,803.10)	.00	185,350.90	164,649.10	53	395,037.98		
301.019		Volume Charges - COG								1,025,000.00	67,611.29	.00	827,928.08	197,071.92	81	1,091,023.40		
301.026		Fixed- Elim Georgetown								(300,000.00)	(27,651.27)	.00	(248,861.43)	(51,138.57)	83	(331,815.24)		
301.029		Volume-Elim-Georgetown								(1,025,000.00)	(67,611.29)	.00	(827,928.08)	(197,071.92)	81	(1,091,023.40)		
302.001		Penalties								35,000.00	2,056.59	.00	35,777.89	(777.89)	102	32,442.93		
303.006		Septic Tank Dumping								15,000.00	6,360.00	.00	46,360.00	(31,360.00)	309	12,585.00		
		Operating Revenues Totals								\$3,417,556.00	\$146,998.67	\$0.00	\$2,590,024.72	\$827,531.28	76%	\$3,376,354.54		
		Impact Fees																
324.017		Wastewater Impact Fee								7,000.00	1,700.00	.00	4,250.00	2,750.00	61	6,900.00		
		Impact Fees Totals								\$7,000.00	\$1,700.00	\$0.00	\$4,250.00	\$2,750.00	61%	\$6,900.00		
		Investment Earnings																
306.001		Investment Earnings								3,300.00	.00	.00	3,110.57	189.43	94	7,233.44		
		Investment Earnings Totals								\$3,300.00	\$0.00	\$0.00	\$3,110.57	\$189.43	94%	\$7,233.44		
		Miscellaneous																
369.002		Miscellaneous Revenue								3,000.00	189.15	.00	1,784.35	1,215.65	59	1,388.00		
369.003		Insurance Proceeds								.00	.00	.00	4,272.92	(4,272.92)	+++	.00		
		Miscellaneous Totals								\$3,000.00	\$189.15	\$0.00	\$6,057.27	(\$3,057.27)	202%	\$1,388.00		
		Operating Transfers In																

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
394.002		Transfer from fund balance								3,673.00	.00	.00	.00	3,673.00	0	.00
		Operating Transfers In Totals								\$3,673.00	\$0.00	\$0.00	\$0.00	\$3,673.00	0%	\$0.00
		Sale of Assets														
391.001		Sale of Assets								.00	.00	.00	.00	.00	+++	7,025.00
		Sale of Assets Totals								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$7,025.00
		Department 00 - Revenue Totals								\$3,434,529.00	\$148,887.82	\$0.00	\$2,603,442.56	\$831,086.44	76%	\$3,398,900.98
		REVENUE TOTALS								\$3,434,529.00	\$148,887.82	\$0.00	\$2,603,442.56	\$831,086.44	76%	\$3,398,900.98
		EXPENSE														
		Department 18 - Wastewater Collections														
		Personal Services														
400.101		Regular Pay								240,083.00	15,620.74	.00	138,024.03	102,058.97	57	191,308.95
401.103		Overtime								12,000.00	490.71	.00	2,837.25	9,162.75	24	13,411.68
401.105		On-call pay								4,420.00	533.32	.00	3,666.54	753.46	83	4,733.16
405.114		FICA								15,411.00	1,135.99	.00	9,858.19	5,552.81	64	14,350.15
406.116		Retirement								24,758.00	2,175.57	.00	16,928.54	7,829.46	68	22,600.48
408.125		SCMIT Worker's Comp Ins.								10,000.00	5,138.18	.00	18,233.80	(8,233.80)	182	19,726.94
410.001		Health Claims Cost								67,921.00	3,991.60	.00	36,617.40	31,303.60	54	52,588.90
410.002		Health Claim Costs-Retire								.00	.00	.00	3,284.60	(3,284.60)	+++	.00
410.003		OPEB cost								3,000.00	.00	.00	.00	3,000.00	0	2,819.89
		Personal Services Totals								\$377,593.00	\$29,086.11	\$0.00	\$229,450.35	\$148,142.65	61%	\$321,540.15
		Supplies														
500.101		Supplies and Materials								7,600.00	538.79	.00	2,903.73	4,696.27	38	6,139.99
500.102		Equipment								13,350.00	.00	.00	3,518.55	9,831.45	26	12,443.84
500.103		Furniture								.00	.00	.00	139.99	(139.99)	+++	.00
501.101		Uniforms and Clothing								9,920.00	1,490.51	.00	5,575.12	4,344.88	56	4,924.34
512.108		Chemicals								4,700.00	.00	.00	1,080.16	3,619.84	23	200.88
513.112		Asphalt/Concrete/Gravel								26,000.00	1,753.75	43,229.66	12,242.07	(29,471.73)	213	37,337.12

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
514.111		WW Collection Syst Supply								6,400.00	.00	.00	1,813.89	4,586.11	28	5,838.51
515.121		Safety Supplies								900.00	.00	.00	687.00	213.00	76	.00
532.148		Small Hand Tools								510.00	.00	.00	.00	510.00	0	592.09
532.1481		Small Hand Tools - Maintenance								700.00	.00	.00	98.40	601.60	14	558.18
		Supplies Totals								\$70,080.00	\$3,783.05	\$43,229.66	\$28,058.91	(\$1,208.57)	102%	\$68,034.95
		Other Services & Charges														
600.110		SCMIRF Property/Liab Ins								31,000.00	.00	.00	31,681.98	(681.98)	102	30,216.09
610.112		Postage								1,340.00	76.89	.00	467.16	872.84	35	717.21
610.1110		Communications- Wireless								2,160.00	177.78	.00	1,449.71	710.29	67	1,931.54
620.114		Advertising								1,000.00	.00	.00	644.35	355.65	64	14.93
640.124		Travel Expense								750.00	.00	.00	.00	750.00	0	42.68
650.127		Electricity								68,021.00	5,907.22	.00	59,637.25	8,383.75	88	70,009.48
650.133		Stormwater								628.00	800.95	.00	7,208.55	(6,580.55)	1148	1,659.24
650.134		Security Lights								1,309.00	121.00	.00	1,089.00	220.00	83	1,452.00
650.1271		Electricity- Sales Tax								2,709.00	269.75	.00	2,421.21	287.79	89	2,718.04
660.133		Repairs & Maint. Services								60,000.00	8,852.05	2,823.87	29,972.04	27,204.09	55	47,086.32
660.139		Fleet Services Materials								16,000.00	772.36	.00	20,218.38	(4,218.38)	126	34,594.59
660.145		Gasoline & Oil								20,000.00	941.12	.00	9,284.88	10,715.12	46	15,917.08
660.1391		Fleet Services Labor								24,000.00	2,139.84	.00	17,364.91	6,635.09	72	26,170.16
670.156		Equipment Rental/Lease								6,000.00	.00	.00	.00	6,000.00	0	.00
685.180		Membership Dues and Fees								585.00	.00	.00	70.00	515.00	12	175.00
685.182		Other Operating Expenses								8,500.00	707.55	.00	6,677.68	1,822.32	79	9,832.67
685.183		Depreciation								318,991.00	22,013.74	.00	201,789.26	117,201.74	63	262,590.91
685.186		Training								1,400.00	.00	.00	.00	1,400.00	0	990.50
685.187		Special Projects								.00	.00	.00	.00	.00	+++	(817.90)
685.1821		Hurricane/Storm Expense								.00	.00	.00	3,562.03	(3,562.03)	+++	.00
686.187		Professional Services								5,080.00	166.65	1,960.01	1,964.75	1,155.24	77	2,050.86

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
686.189		Employee Medical								480.00	.00	.00	45.00	435.00	9	432.55	
686.191		Contract Services/Studies								2,460.00	105.42	.00	1,111.96	1,348.04	45	1,956.95	
686.195		Repair/Maint Svc Contract								16,440.00	.00	.00	510.52	15,929.48	3	2,450.44	
686.199		Internal Engineering								13,000.00	1,509.20	.00	13,481.06	(481.06)	104	15,759.84	
686.1895		Employee wellness services								3,000.00	65.66	.00	508.47	2,491.53	17	2,269.63	
687.202		Utility Billing Services								6,000.00	160.08	.00	4,567.33	1,432.67	76	5,509.67	
		Other Services & Charges Totals								\$610,853.00	\$44,787.26	\$4,783.88	\$415,727.48	\$190,341.64	69%	\$535,730.48	
		Other Objects															
702.106		Interest- Bonds								75,008.00	574.21	.00	5,282.51	69,725.49	7	7,360.62	
702.110		Bond Principal								18,980.00	1,620.71	.00	14,471.77	4,508.23	76	18,978.42	
720.001		Provision for Bad Debts								7,500.00	625.00	.00	5,625.00	1,875.00	75	43,720.76	
795.995		GF Cost Distribution								70,000.00	5,833.33	.00	52,499.97	17,500.03	75	69,999.96	
7999.9999		Principal Reclassified								(18,980.00)	.00	.00	.00	(18,980.00)	0	(18,978.42)	
		Other Objects Totals								\$152,508.00	\$8,653.25	\$0.00	\$77,879.25	\$74,628.75	51%	\$121,081.34	
		Inter-Dept. Allocations															
795.999		Allocation G&A Services								70,000.00	4,318.44	.00	56,265.04	13,734.96	80	74,242.81	
		Inter-Dept. Allocations Totals								\$70,000.00	\$4,318.44	\$0.00	\$56,265.04	\$13,734.96	80%	\$74,242.81	
		Capital Outlay															
900.911		Sewer Improvement Projects								.00	.00	384,945.52	150,189.48	(100,135.00)	123	66,870.57	
900.915		CIP Projects - Current Year								667,000.00	.00	.00	.00	.00	+++	.00	
900.3700		Wastewater Collection Sys								.00	.00	.00	.00	120,000.00	0	1,316.53	
900.4200		Heavy Equipment								.00	.00	.00	.00	.00	+++	103,472.00	
900.4300		Other Equipment								.00	.00	22,952.70	33,101.65	55,945.65	50	13,745.65	
9999.9999		Assets Reclassified								(667,000.00)	.00	.00	(183,291.13)	(483,708.87)	27	(185,404.75)	
		Capital Outlay Totals								\$0.00	\$0.00	\$407,898.22	\$0.00	(\$407,898.22)	+++	\$0.00	
		Department 18 - Wastewater Collections Totals								\$1,281,034.00	\$90,628.11	\$455,911.76	\$807,381.03	\$17,741.21	99%	\$1,120,629.73	
		Department 34 - Regional Wastewater Plant															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Personal Services															
400.101		Regular Pay								274,172.00	22,263.59	.00	201,179.60	72,992.40	73	282,150.27	
401.103		Overtime								10,000.00	831.57	.00	7,407.38	2,592.62	74	14,986.84	
401.105		On-call pay								7,020.00	533.32	.00	5,066.54	1,953.46	72	6,933.16	
405.114		FICA								20,814.00	1,623.83	.00	14,797.45	6,016.55	71	21,279.59	
406.116		Retirement								34,710.00	3,099.87	.00	25,094.55	9,615.45	72	33,767.54	
408.125		SCMIT Worker's Comp Ins.								2,700.00	1,112.96	.00	3,949.56	(1,249.56)	146	3,189.96	
410.001		Health Claims Cost								66,924.00	5,058.05	.00	43,100.97	23,823.03	64	56,832.15	
		Personal Services Totals								\$416,340.00	\$34,523.19	\$0.00	\$300,596.05	\$115,743.95	72%	\$419,139.51	
		Supplies															
500.101		Supplies and Materials								5,500.00	605.67	.00	4,374.18	1,125.82	80	7,466.29	
500.102		Equipment								6,550.00	.00	.00	1,295.74	5,254.26	20	6,584.42	
501.101		Uniforms and Clothing								4,250.00	15.64	.00	1,176.97	3,073.03	28	4,088.78	
512.108		Chemicals								94,900.00	11,685.64	92,195.15	86,756.12	(84,051.27)	189	75,613.60	
512.109		Laboratory Supplies								19,760.00	78.69	4,837.84	13,499.26	1,422.90	93	18,040.25	
515.121		Safety Supplies								1,200.00	.00	.00	732.00	468.00	61	879.50	
532.148		Small Hand Tools								510.00	.00	.00	.00	510.00	0	563.30	
		Supplies Totals								\$132,670.00	\$12,385.64	\$97,032.99	\$107,834.27	(\$72,197.26)	154%	\$113,236.14	
		Other Services & Charges															
515.129		Permit Fees Due To Others								7,900.00	.00	.00	7,830.07	69.93	99	7,527.37	
600.110		SCMIRF Property/Liab Ins								14,000.00	.00	.00	13,289.41	710.59	95	12,688.40	
610.111		Communications- Landline								2,520.00	184.69	.00	1,837.63	682.37	73	2,312.53	
610.112		Postage								500.00	.00	.00	.00	500.00	0	42.92	
610.1110		Communications- Wireless								420.00	31.57	.00	289.14	130.86	69	424.77	
620.114		Advertising								500.00	.00	.00	.00	500.00	0	.00	
640.124		Travel Expense								1,950.00	.00	.00	474.49	1,475.51	24	273.17	
650.127		Electricity								294,709.00	29,866.75	.00	291,658.13	3,050.87	99	342,019.66	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
650.128		Water								1,344.00	117.36	.00	861.62	482.38	64	985.04	
650.130		Sanitation								3,240.00	262.13	.00	2,359.17	880.83	73	3,145.56	
650.133		Stormwater								825.00	210.53	.00	1,894.77	(1,069.77)	230	1,065.72	
650.134		Security Lights								3,750.00	347.00	.00	3,123.00	627.00	83	4,164.00	
650.1271		Electricity- Sales Tax								12,855.00	1,684.26	.00	14,578.73	(1,723.73)	113	15,389.48	
660.133		Repairs & Maint. Services								86,000.00	6,355.65	24,874.70	86,675.13	(25,549.83)	130	203,265.98	
660.139		Fleet Services Materials								4,000.00	.00	.00	3,109.43	890.57	78	4,148.35	
660.145		Gasoline & Oil								2,000.00	194.03	.00	1,483.65	516.35	74	1,728.34	
660.1391		Fleet Services Labor								2,200.00	71.90	.00	1,099.23	1,100.77	50	2,390.00	
670.156		Equipment Rental/Lease								3,820.00	.00	.00	2,697.14	1,122.86	71	3,873.53	
685.180		Membership Dues and Fees								385.00	.00	.00	175.00	210.00	45	370.00	
685.182		Other Operating Expenses								2,000.00	.00	.00	197.00	1,803.00	10	17,138.79	
685.183		Depreciation								.00	68.15	.00	408.90	(408.90)	+++	.00	
685.186		Training								5,355.00	110.00	.00	1,361.00	3,994.00	25	1,455.00	
685.190		Landfill Fees								52,650.00	5,620.32	.00	31,086.05	21,563.95	59	22,207.91	
686.186		Legal Services								1,000.00	.00	.00	.00	1,000.00	0	.00	
686.187		Professional Services								168,860.00	.00	63,304.31	60,807.13	44,748.56	73	68,127.09	
686.189		Employee Medical								400.00	.00	.00	355.00	45.00	89	124.00	
686.195		Repair/Maint Svc Contract								3,660.00	.00	.00	1,603.72	2,056.28	44	4,685.29	
686.199		Internal Engineering								25,000.00	3,018.39	.00	26,962.08	(1,962.08)	108	31,519.64	
686.1895		Employee wellness services								820.00	295.46	.00	2,288.06	(1,468.06)	279	2,510.49	
		Other Services & Charges Totals								\$702,663.00	\$48,438.19	\$88,179.01	\$558,504.68	\$55,979.31	92%	\$753,583.03	
		Other Objects															
702.106		Interest- Bonds								231,240.00	17,961.68	.00	161,655.24	69,584.76	70	223,878.16	
702.110		Bond Principal								544,746.00	89,126.90	.00	356,507.60	188,238.40	65	525,768.00	
703.109		Agents Fee								4,500.00	.00	.00	2,862.50	1,637.50	64	4,475.00	
795.995		GF Cost Distribution								46,500.00	3,875.00	.00	34,875.00	11,625.00	75	46,500.00	

													Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
													Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description											Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
7999.9999		Principal Reclassified											(544,746.00)	(89,126.90)	.00	(356,507.60)	(188,238.40)	65	(525,768.00)
		Other Objects Totals											\$282,240.00	\$21,836.68	\$0.00	\$199,392.74	\$82,847.26	71%	\$274,853.16
		Inter-Dept. Allocations																	
795.999		Allocation G&A Services											75,000.00	4,318.44	.00	56,265.04	18,734.96	75	74,242.81
		Inter-Dept. Allocations Totals											\$75,000.00	\$4,318.44	\$0.00	\$56,265.04	\$18,734.96	75%	\$74,242.81
		Capital Outlay																	
900.909		Headworks Modifications - Phase I											.00	.00	.00	.00	.00	+++	15,923.00
900.910		SBR Reactor #3 Modifications											.00	.00	(143,597.71)	391,647.68	962,550.03	20	1,928,272.08
900.915		CIP Projects - Current Year											1,326,400.00	.00	.00	.00	.00	+++	.00
900.3000		Buildings & Improvements											.00	.00	.00	8,178.00	3,822.00	68	.00
900.3900		Wastewater Treatment Plnt											.00	.00	227,378.00	61,632.00	(196,210.00)	311	.00
900.4300		Other Equipment											.00	.00	10,216.57	9,916.55	(9,133.12)	183	.00
9999.9999		Assets Reclassified											(1,326,400.00)	.00	.00	(471,374.23)	(855,025.77)	36	(1,944,195.08)
		Capital Outlay Totals											\$0.00	\$0.00	\$93,996.86	\$0.00	(\$93,996.86)	+++	\$0.00
		Sub Department 17 - Wastewater Treatment																	
		Personal Services																	
410.003		OPEB cost											.00	.00	.00	.00	.00	+++	4,522.29
		Personal Services Totals											\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$4,522.29
		Other Services & Charges																	
685.183		Depreciation											544,582.00	47,398.96	.00	426,431.66	118,150.34	78	543,755.32
		Other Services & Charges Totals											\$544,582.00	\$47,398.96	\$0.00	\$426,431.66	\$118,150.34	78%	\$543,755.32
		Sub Department 17 - Wastewater Treatment Totals											\$544,582.00	\$47,398.96	\$0.00	\$426,431.66	\$118,150.34	78%	\$548,277.61
		Department 34 - Regional Wastewater Plant Totals											\$2,153,495.00	\$168,901.10	\$279,208.86	\$1,649,024.44	\$225,261.70	90%	\$2,183,332.26
		EXPENSE TOTALS											\$3,434,529.00	\$259,529.21	\$735,120.62	\$2,456,405.47	\$243,002.91	93%	\$3,303,961.99
Fund 0032 - Wastewater Fund Totals																			
REVENUE TOTALS													3,434,529.00	148,887.82	.00	2,603,442.56	831,086.44	76%	3,398,900.98

Attachment: BudgetPerformanceReport (2507 : March 2018 Finance & IT Reports)

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
EXPENSE TOTALS									3,434,529.00	259,529.21	735,120.62	2,456,405.47	243,002.91	93%	3,303,961.99		
Fund 0032 - Wastewater Fund Totals									\$0.00	(\$110,641.39)	(\$735,120.62)	\$147,037.09	\$588,083.53		\$94,938.99		
Fund 0033 - Stormwater Utility Fund																	
REVENUE																	
Department 00 - Revenue																	
Operating Revenues																	
301.000		Sale Of Utilities								690,000.00	72,747.56	.00	645,029.54	44,970.46	93	502,907.88	
302.001		Penalties								6,000.00	633.41	.00	6,862.88	(862.88)	114	6,136.04	
		Operating Revenues Totals								\$696,000.00	\$73,380.97	\$0.00	\$651,892.42	\$44,107.58	94%	\$509,043.92	
		Investment Earnings															
361.001		Investment Earnings								9,000.00	.00	.00	5,587.05	3,412.95	62	11,516.23	
		Investment Earnings Totals								\$9,000.00	\$0.00	\$0.00	\$5,587.05	\$3,412.95	62%	\$11,516.23	
		Capital Contributions															
371.002		Capital Contrib-Grants								.00	.00	.00	162,960.00	(162,960.00)	+++	16,375.00	
		Capital Contributions Totals								\$0.00	\$0.00	\$0.00	\$162,960.00	(\$162,960.00)	+++	\$16,375.00	
		Operating Transfers In															
394.002		Transfer from fund balance								287,698.00	.00	.00	.00	287,698.00	0	.00	
		Operating Transfers In Totals								\$287,698.00	\$0.00	\$0.00	\$0.00	\$287,698.00	0%	\$0.00	
		Department 00 - Revenue Totals								\$992,698.00	\$73,380.97	\$0.00	\$820,439.47	\$172,258.53	83%	\$536,935.15	
		REVENUE TOTALS								\$992,698.00	\$73,380.97	\$0.00	\$820,439.47	\$172,258.53	83%	\$536,935.15	
EXPENSE																	
Department 40 - Storm Water Utlity Exp.																	
Personal Services																	
400.101		Regular Pay								180,000.00	14,063.78	.00	133,223.71	46,776.29	74	201,698.66	
401.103		Overtime								6,000.00	73.88	.00	981.35	5,018.65	16	8,704.28	
401.105		On-call pay								2,600.00	.00	.00	1,400.00	1,200.00	54	2,200.00	
405.114		FICA								13,500.00	958.70	.00	9,267.83	4,232.17	69	14,706.87	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
406.116		Retirement								25,300.00	1,861.85	.00	15,834.21	9,465.79	63	23,911.54
408.125		SCMIT Worker's Comp Ins.								8,500.00	3,515.11	.00	12,474.02	(3,974.02)	147	10,554.27
410.001		Health Claims Cost								59,312.00	3,826.64	.00	33,721.44	25,590.56	57	48,084.52
410.002		Health Claim Costs-Retire								17,596.00	(355.18)	.00	13,112.88	4,483.12	75	14,549.69
410.003		OPEB cost								4,000.00	.00	.00	.00	4,000.00	0	3,953.48
		Personal Services Totals							\$316,808.00	\$23,944.78	\$0.00	\$220,015.44	\$96,792.56	69%	\$328,363.31	
		Supplies														
500.101		Supplies and Materials								2,660.00	9.90	.00	846.18	1,813.82	32	1,883.09
500.102		Equipment								7,200.00	.00	.00	2,478.69	4,721.31	34	2,304.22
501.101		Uniforms and Clothing								5,100.00	137.36	.00	2,883.64	2,216.36	57	4,125.34
513.112		Asphalt/Concrete/Gravel								5,460.00	.00	.00	4,249.58	1,210.42	78	3,507.05
514.112		SW Collection Syst Supply								4,400.00	.00	.00	248.23	4,151.77	6	1,916.55
515.121		Safety Supplies								600.00	.00	.00	305.28	294.72	51	.00
532.148		Small Hand Tools								180.00	.00	.00	.00	180.00	0	28.91
		Supplies Totals							\$25,600.00	\$147.26	\$0.00	\$11,011.60	\$14,588.40	43%	\$13,765.16	
		Other Services & Charges														
600.110		SCMIRF Property/Liab Ins								5,000.00	.00	.00	5,130.33	(130.33)	103	4,898.31
610.111		Communications- Landline								1,200.00	104.42	.00	1,040.15	159.85	87	1,168.43
610.112		Postage								200.00	26.52	.00	161.09	38.91	81	281.52
610.1110		Communications- Wireless								660.00	54.25	.00	434.46	225.54	66	643.35
620.114		Advertising								300.00	.00	.00	117.00	183.00	39	356.15
640.124		Travel Expense								228.00	.00	.00	.00	228.00	0	51.39
650.127		Electricity								1,817.00	116.48	.00	1,150.38	666.62	63	1,637.85
650.128		Water								376.00	30.66	.00	470.56	(94.56)	125	350.16
650.129		Wastewater								194.00	17.00	.00	153.00	41.00	79	188.16
650.133		Stormwater								.00	1,373.40	.00	12,360.60	(12,360.60)	+++	1,814.40
650.134		Security Lights								.00	80.00	.00	720.00	(720.00)	+++	960.00

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
650.1271		Electricity- Sales Tax								20.00	.93	.00	10.70	9.30	54	13.25	
660.133		Repairs & Maint. Services								12,250.00	94,794.29	94,767.01	122,214.78	(204,731.79)	1771	14,931.93	
660.139		Fleet Services Materials								15,000.00	828.25	.00	26,044.63	(11,044.63)	174	18,681.16	
660.145		Gasoline & Oil								13,000.00	1,654.56	.00	12,337.93	662.07	95	17,489.83	
660.1391		Fleet Services Labor								22,000.00	1,950.49	.00	15,254.90	6,745.10	69	25,510.45	
670.156		Equipment Rental/Lease								280.00	54.91	.00	54.91	225.09	20	.00	
685.180		Membership Dues and Fees								190.00	.00	.00	.00	190.00	0	271.24	
685.182		Other Operating Expenses								3,880.00	235.85	.00	1,968.58	1,911.42	51	3,137.63	
685.183		Depreciation								409,645.00	34,626.77	.00	311,640.43	98,004.57	76	412,027.96	
685.186		Training								150.00	.00	.00	.00	150.00	0	249.00	
686.187		Professional Services								63,610.00	166.65	2,620.01	2,386.21	58,603.78	8	507.11	
686.189		Employee Medical								300.00	.00	.00	.00	300.00	0	.00	
686.195		Repair/Maint Svc Contract								2,290.00	.00	.00	1,372.92	917.08	60	3,251.75	
686.199		Internal Engineering								25,000.00	3,018.39	.00	26,962.08	(1,962.08)	108	31,519.64	
686.1895		Employee wellness services								2,100.00	196.98	.00	1,525.38	574.62	73	2,688.76	
687.202		Utility Billing Services								2,200.00	55.20	.00	1,574.94	625.06	72	1,899.89	
		Other Services & Charges Totals								\$581,890.00	\$139,386.00	\$97,387.02	\$545,085.96	(\$60,582.98)	110%	\$544,529.32	
		Other Objects															
720.001		Provision for Bad Debts								1,400.00	116.67	.00	1,050.03	349.97	75	1,746.38	
795.995		GF Cost Distribution								42,000.00	3,500.00	.00	31,500.00	10,500.00	75	42,000.00	
		Other Objects Totals								\$43,400.00	\$3,616.67	\$0.00	\$32,550.03	\$10,849.97	75%	\$43,746.38	
		Inter-Dept. Allocations															
795.999		Allocation G&A Services								25,000.00	1,727.37	.00	22,506.01	2,493.99	90	29,697.03	
		Inter-Dept. Allocations Totals								\$25,000.00	\$1,727.37	\$0.00	\$22,506.01	\$2,493.99	90%	\$29,697.03	
		Capital Outlay															
900.915		CIP Projects - Current Year								2,342,000.00	.00	.00	.00	.00	+++	.00	
900.1000		Infrastructure Improvemts								.00	.00	3,480,329.92	613,798.08	(2,076,128.00)	203	46,807.78	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
900.4200		Heavy Equipment								.00	.00	.00	.00	.00	+++	185,211.49	
950.962		Drainage Improvements								.00	.00	571,256.86	105,288.81	(352,545.67)	209	18,187.50	
9999.9999		Assets Reclassified								(2,342,000.00)	.00	.00	(719,086.89)	(1,622,913.11)	31	(250,206.77)	
		Capital Outlay Totals								\$0.00	\$0.00	\$4,051,586.78	\$0.00	(\$4,051,586.78)	+++	\$0.00	
		Department 40 - Storm Water Utlity Exp. Totals								\$992,698.00	\$168,822.08	\$4,148,973.80	\$831,169.04	(\$3,987,444.84)	502%	\$960,101.20	
		EXPENSE TOTALS								\$992,698.00	\$168,822.08	\$4,148,973.80	\$831,169.04	(\$3,987,444.84)	502%	\$960,101.20	
		Fund 0033 - Stormwater Utility Fund Totals															
		REVENUE TOTALS								992,698.00	73,380.97	.00	820,439.47	172,258.53	83%	536,935.15	
		EXPENSE TOTALS								992,698.00	168,822.08	4,148,973.80	831,169.04	(3,987,444.84)	502%	960,101.20	
		Fund 0033 - Stormwater Utility Fund Totals								\$0.00	(\$95,441.11)	(\$4,148,973.80)	(\$10,729.57)	\$4,159,703.37		(\$423,166.05)	
Fund 0035 - Waste Management Fund																	
		REVENUE															
		Department 00 - Revenue															
		Charges for Services															
344.001		Refuse Col Chge-Resident								775,000.00	64,768.68	.00	587,519.18	187,480.82	76	779,597.77	
344.002		Refuse Col Chge-Comm								128,000.00	11,008.45	.00	99,655.35	28,344.65	78	131,880.54	
344.003		Sanitation Fee Penalties								15,000.00	1,115.42	.00	12,013.69	2,986.31	80	16,499.39	
		Charges for Services Totals								\$918,000.00	\$76,892.55	\$0.00	\$699,188.22	\$218,811.78	76%	\$927,977.70	
		Miscellaneous															
369.002		Miscellaneous Revenue								100.00	.00	.00	1,838.00	(1,738.00)	1838	664.20	
		Miscellaneous Totals								\$100.00	\$0.00	\$0.00	\$1,838.00	(\$1,738.00)	1838%	\$664.20	
		Operating Transfers In															
394.002		Transfer from fund balance								36,881.00	.00	.00	.00	36,881.00	0	.00	
		Operating Transfers In Totals								\$36,881.00	\$0.00	\$0.00	\$0.00	\$36,881.00	0%	\$0.00	
		Sale of Assets															
391.001		Sale of Assets								.00	.00	.00	.00	.00	+++	6,585.79	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account													
										Adopted		Current Month		YTD		YTD		Budget - YTD		% Used/			
Account			Account Description							Budget		Transactions		Encumbrances		Transactions		Transactions		Rec'd		Prior Year Total	
		Sale of Assets Totals								\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		+++		\$6,585.79	
		Department 00 - Revenue Totals								\$954,981.00		\$76,892.55		\$0.00		\$701,026.22		\$253,954.78		73%		\$935,227.69	
		REVENUE TOTALS								\$954,981.00		\$76,892.55		\$0.00		\$701,026.22		\$253,954.78		73%		\$935,227.69	
EXPENSE																							
		Department 31 - Residential Sanitation																					
		Personal Services																					
400.101			Regular Pay							212,857.00		20,436.52		.00		177,389.80		35,467.20		83		226,010.67	
401.103			Overtime							20,000.00		2,074.65		.00		14,184.09		5,815.91		71		21,629.21	
401.109			Seasonal City employee labor							58,000.00		.00		.00		.00		58,000.00		0		.00	
405.114			FICA							16,816.00		1,596.44		.00		13,515.84		3,300.16		80		17,308.39	
406.116			Retirement							28,719.00		2,968.57		.00		22,892.39		5,826.61		80		27,810.41	
408.125			SCMIT Worker's Comp Ins.							24,000.00		8,857.34		.00		32,477.15		(8,477.15)		135		29,918.58	
410.001			Health Claims Cost							57,339.00		3,531.92		.00		33,737.76		23,601.24		59		46,608.25	
410.002			Health Claim Costs-Retire							12,996.00		.00		.00		9,650.52		3,345.48		74		8,478.96	
410.003			OPEB cost							5,000.00		.00		.00		.00		5,000.00		0		5,083.04	
		Personal Services Totals								\$435,727.00		\$39,465.44		\$0.00		\$303,847.55		\$131,879.45		70%		\$382,847.51	
		Supplies																					
500.101			Supplies and Materials							5,000.00		297.63		.00		4,571.67		428.33		91		5,580.37	
500.102			Equipment							.00		.00		.00		.00		.00		+++		(224.70)	
501.101			Uniforms and Clothing							19,000.00		1,318.72		.00		15,830.52		3,169.48		83		22,809.28	
515.121			Safety Supplies							2,000.00		.00		.00		235.09		1,764.91		12		784.77	
		Supplies Totals								\$26,000.00		\$1,616.35		\$0.00		\$20,637.28		\$5,362.72		79%		\$28,949.72	
		Other Services & Charges																					
600.110			SCMIRF Property/Liab Ins							25,000.00		.00		.00		24,724.48		275.52		99		23,606.32	
610.111			Communications- Landline							300.00		11.60		.00		120.81		179.19		40		141.66	
610.112			Postage							150.00		53.67		.00		326.09		(176.09)		217		500.63	
610.1110			Communications- Wireless							500.00		.00		.00		.00		500.00		0		.00	

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account						
										Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
620.114		Advertising								500.00	.00	.00	526.50	(26.50)	105	1,545.46
650.127		Electricity								1,057.00	89.56	.00	880.30	176.70	83	1,079.70
650.128		Water								414.00	34.88	.00	314.80	99.20	76	398.63
650.129		Wastewater								640.00	53.96	.00	486.91	153.09	76	616.78
650.130		Sanitation								456.00	36.92	.00	332.28	123.72	73	443.04
650.133		Stormwater								326.00	4.28	.00	38.52	287.48	12	361.80
650.134		Security Lights								475.00	43.89	.00	395.01	79.99	83	526.68
650.1271		Electricity- Sales Tax								4.00	.53	.00	3.35	.65	84	3.46
660.136		Container Repairs								5,000.00	.00	.00	4,414.38	585.62	88	4,915.30
660.139		Fleet Services Materials								35,000.00	2,356.40	.00	22,714.03	12,285.97	65	35,363.84
660.145		Gasoline & Oil								32,000.00	3,354.90	.00	27,475.26	4,524.74	86	33,466.73
660.1362		Roll-Out Purchases								25,000.00	.00	.00	20,917.51	4,082.49	84	21,064.55
660.1391		Fleet Services Labor								64,000.00	4,853.09	.00	38,817.14	25,182.86	61	64,834.70
660.1392		Fleet Svcs- Outside Vends								2,000.00	.00	.00	467.50	1,532.50	23	1,966.25
685.182		Other Operating Expenses								1,500.00	283.02	.00	2,520.95	(1,020.95)	168	3,106.47
685.183		Depreciation								87,132.00	4,967.26	.00	44,000.66	43,131.34	50	165,374.31
685.190		Landfill Fees								5,000.00	.00	.00	917.02	4,082.98	18	1,537.87
686.189		Employee Medical								1,800.00	92.00	.00	197.00	1,603.00	11	45.00
686.195		Repair/Maint Svc Contract								2,800.00	.00	.00	489.37	2,310.63	17	2,310.00
686.1895		Employee wellness services								3,000.00	65.63	.00	508.45	2,491.55	17	3,167.53
687.202		Utility Billing Services								4,000.00	111.74	.00	3,188.03	811.97	80	3,845.87
687.203		Contract Services								65,000.00	5,241.49	30,714.07	46,253.61	(11,967.68)	118	61,639.01
		Other Services & Charges Totals								\$363,054.00	\$21,654.82	\$30,714.07	\$241,029.96	\$91,309.97	75%	\$431,861.59
		Other Objects														
720.001		Provision for Bad Debts								1,500.00	125.00	.00	1,125.00	375.00	75	6,202.65
720.005		Loss on Asset Disposal								.00	.00	.00	.00	.00	+++	6,563.00
730.120		Recycling Labor								37,000.00	2,786.30	24,272.31	24,610.73	(11,883.04)	132	32,089.21

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
										Adopted		Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Account Description								Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
730.122		Recycling Operating								7,500.00		200.59	.00	2,655.45	4,844.55	35	10,007.44
795.001		IT Internal Allocations								7,000.00		172.00	.00	4,297.09	2,702.91	61	5,851.56
795.995		GF Cost Distribution								77,200.00		6,156.17	.00	55,405.53	21,794.47	72	77,199.96
		Other Objects Totals								\$130,200.00		\$9,440.06	\$24,272.31	\$88,093.80	\$17,833.89	86%	\$137,913.82
		Capital Outlay															
900.4100		Vehicles								.00		.00	.00	.00	.00	+++	50,652.88
900.4200		Heavy Equipment								145,185.00		.00	.00	.00	145,185.00	0	140,756.00
900.4300		Other Equipment								38,500.00		.00	.00	.00	38,500.00	0	17,954.60
9999.9999		Assets Reclassified								(183,685.00)		.00	.00	.00	(183,685.00)	0	(209,363.48)
		Capital Outlay Totals								\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
		Department 31 - Residential Sanitation Totals								\$954,981.00		\$72,176.67	\$54,986.38	\$653,608.59	\$246,386.03	74%	\$981,572.64
		EXPENSE TOTALS								\$954,981.00		\$72,176.67	\$54,986.38	\$653,608.59	\$246,386.03	74%	\$981,572.64
		Fund 0035 - Waste Management Fund Totals															
		REVENUE TOTALS								954,981.00		76,892.55	.00	701,026.22	253,954.78	73%	935,227.69
		EXPENSE TOTALS								954,981.00		72,176.67	54,986.38	653,608.59	246,386.03	74%	981,572.64
		Fund 0035 - Waste Management Fund Totals								\$0.00		\$4,715.88	(\$54,986.38)	\$47,417.63	\$7,568.75		(\$46,344.95)
		Fund 0086 - Seized and Forfeited															
		REVENUE															
		Department 00 - Revenue															
		Fines and Forfeitures															
367.000		Drug Enforcement Revenue								2,000.00		.00	.00	.00	2,000.00	0	.00
		Fines and Forfeitures Totals								\$2,000.00		\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$0.00
		Local Grants															
332.008		Other Local Grants								.00		.00	.00	.00	.00	+++	4,000.00
		Local Grants Totals								\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$4,000.00
		Miscellaneous															

										Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account								
										Adopted		Current Month	YTD		YTD	Budget - YTD	% Used/	
Account		Account Description								Budget		Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
369.002		Miscellaneous Revenue								.00		.00	.00	35,300.88	(35,300.88)	+++	.00	
		Miscellaneous Totals								\$0.00		\$0.00	\$0.00	\$35,300.88	(\$35,300.88)	+++	\$0.00	
		Operating Transfers In																
394.002		Transfer from fund balance								65,480.00		.00	.00	.00	65,480.00	0	.00	
		Operating Transfers In Totals								\$65,480.00		\$0.00	\$0.00	\$0.00	\$65,480.00	0%	\$0.00	
		Department 00 - Revenue Totals								\$67,480.00		\$0.00	\$0.00	\$35,300.88	\$32,179.12	52%	\$4,000.00	
		REVENUE TOTALS								\$67,480.00		\$0.00	\$0.00	\$35,300.88	\$32,179.12	52%	\$4,000.00	
		EXPENSE																
		Department 05 - Police																
		Supplies																
500.101		Supplies and Materials								250.00		.00	.00	43.61	206.39	17	318.43	
500.102		Equipment								.00		13,530.00	.00	13,530.00	(13,530.00)	+++	.00	
500.103		Furniture								500.00		.00	.00	.00	500.00	0	.00	
501.101		Uniforms and Clothing								800.00		.00	.00	562.24	237.76	70	6.44	
		Supplies Totals								\$1,550.00		\$13,530.00	\$0.00	\$14,135.85	(\$12,585.85)	912%	\$324.87	
		Other Services & Charges																
610.1110		Communications- Wireless								2,880.00		55.68	.00	1,170.40	1,709.60	41	134.78	
640.124		Travel Expense								2,000.00		.00	.00	487.24	1,512.76	24	380.34	
660.133		Repairs & Maint. Services								5,000.00		.00	.00	.00	5,000.00	0	.00	
660.134		Radio Repairs								2,000.00		.00	.00	.00	2,000.00	0	.00	
660.145		Gasoline & Oil								200.00		187.80	.00	1,403.54	(1,203.54)	702	63.97	
685.180		Membership Dues and Fees								1,250.00		.00	.00	935.00	315.00	75	150.00	
685.182		Other Operating Expenses								6,000.00		.00	.00	.00	6,000.00	0	.00	
685.186		Training								1,000.00		4,500.00	.00	4,500.00	(3,500.00)	450	149.00	
685.191		Canine Unit Operations								10,000.00		51.35	.00	1,469.60	8,530.40	15	5,582.01	
686.194		Other Prof/Tech Services								10,000.00		1,500.00	5,000.00	1,500.00	3,500.00	65	1,000.00	
		Other Services & Charges Totals								\$40,330.00		\$6,294.83	\$5,000.00	\$11,465.78	\$23,864.22	41%	\$7,460.10	

														Budget Performance Report Fiscal Year to Date 03/31/18 Exclude Rollup Account							
														Adopted	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account		Account Description												Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Capital Outlay																			
900.4100		Vehicles												25,600.00	.00	.00	.00	25,600.00	0	.00	
900.4300		Other Equipment												.00	.00	.00	.00	.00	+++	9,865.40	
		Capital Outlay Totals												\$25,600.00	\$0.00	\$0.00	\$0.00	\$25,600.00	0%	\$9,865.40	
		Department 05 - Police Totals												\$67,480.00	\$19,824.83	\$5,000.00	\$25,601.63	\$36,878.37	45%	\$17,650.37	
		EXPENSE TOTALS												\$67,480.00	\$19,824.83	\$5,000.00	\$25,601.63	\$36,878.37	45%	\$17,650.37	
		Fund 0086 - Seized and Forfeited Totals																			
		REVENUE TOTALS												67,480.00	.00	.00	35,300.88	32,179.12	52%	4,000.00	
		EXPENSE TOTALS												67,480.00	19,824.83	5,000.00	25,601.63	36,878.37	45%	17,650.37	
		Fund 0086 - Seized and Forfeited Totals												\$0.00	(\$19,824.83)	(\$5,000.00)	\$9,699.25	(\$4,699.25)		(\$13,650.37)	
		Grand Totals																			
		REVENUE TOTALS												34,138,031.00	1,807,061.12	.00	21,677,830.31	12,460,200.69	64%	29,762,746.80	
		EXPENSE TOTALS												34,765,899.00	2,881,990.63	12,107,484.16	24,814,518.53	(2,156,103.69)	106%	30,564,777.78	
		Grand Totals												(\$627,868.00)	(\$1,074,929.51)	(\$12,107,484.16)	(\$3,136,688.22)	\$14,616,304.38		(\$802,030.98)	