

**REGULAR MEETING OF CITY COUNCIL  
MARCH 17, 2022 – 5:30 PM  
MUNICIPAL COURTROOM  
2222 HIGHMARKET STREET  
GEORGETOWN, SOUTH CAROLINA  
LIVESTREAM:**



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 ON CURRENT AGENDA ITEMS**
- 5. INTRODUCTION OF NEW EMPLOYEES**
- 6. PRESENTATION**
  - A. Hotel George Update - Joe Keenan, Developer**
- 7. RESOLUTION**
  - A. Motion to approve a Resolution designating April 2022 as Fair Housing Month in the City of Georgetown, South Carolina.**

Attachments:

    - 1 FAIR HOUSING RESOLUTION 03-17-22
- 8. PLANNING AND COMMUNITY DEVELOPMENT**
  - A. Motion to approve second reading of an ordinance amending the City of Georgetown Zoning Ordinance, Article XVII, Community Appearance Board, Section 1700 Creation of the Community Appearance Board (CAB).**

Attachments:

    - 1 Briefing Doc for CAB Text Amendments 2.8.22
    - 2 ARTICLE XVII CAB Ordinance CLEAN 2.8.22
    - 3 ARTICLE XVII redlined
  - B. Motion to approve first reading of an ordinance amending the City of Georgetown Zoning Ordinance Article XVI, Section 1600 Establishment of the Board of Architectural Review and Section 1600.2 Powers and Duties of the Board of Architectural Review.**

Attachments:

    - 1 Briefing Doc for ARB Text Amendments
    - 2 Text Amendment to ARB Ordinance

**9. FINANCE**

- A. Motion to approve a Resolution Establishing and Ratifying Previous Payroll Actions on Personnel Policy No. 21 —Payment of Wages— in the City of Georgetown's Employee Handbook.**

Attachments:

- 1 Resolution for Over Time and Holiday Pay

- B. Motion to approve first reading of an ordinance to further amend the Fiscal Year 2021-2022 (FY 2022) Budget (Second Amendment) for the City of Georgetown, South Carolina**

Attachments:

- 1 Second Budget Amendment FY2022 04.21.2022  
2 2022.03.08 #3-1 Reallocation of appropriation and Second Budget Amendment to cover shortfalls

- C. Designated Marketing Organization FY2021-2022 2nd Quarter Report.**

Attachments:

- 1 Q2 DMO Report21-22

**10. POLICE**

- A. Motion to approve purchasing one Switch Gear System from Shoreline Power Services, Inc for the Police Department's generator in the amount of \$75,000.00 (Phase 1) and \$62,300.00 (Phase 2) using FY2022 CIP budgeted funds.**

Attachments:

- 1 GPD - 2022 Switch Gear System

- B. Motion to approve purchasing a 2022 Ford Police Interceptor Utility AWD vehicle under Stated Contract # 4400027201 for the Georgetown Police Department in the amount of \$34,153.00 from Santee Automotive and equipment package in the amount of \$17,163.72 from Mobile Communications America with FY2021-2022 funds.**

Attachments:

- 1 GPD - 2022 CIP Vehicle and Equipment Purchase

- C. Motion to approve purchasing a 2022 Ford Police Interceptor Utility AWD vehicle under State Contract #4400027201 for the Georgetown Police Department's SRO Grant Program in the amount of \$34,153.00 from Santee Automotive and equipment package in the amount of \$17,163.72 from Mobile Communications America with FY2021-2022 funds.**

Attachments:

- 1 GPD - 2022 SRO Grant Vehicle Purchase

- D. Motion to approve first reading of an ordinance amending Chapter 3, Article II, Section 3-23 (Dogs, Cats, and Pets) of the Code of Ordinances for the City of Georgetown.**

Attachments:

- 1 Ordinance for dog tethering

**11. PUBLIC WORKS**

- A. Motion to approve the bid and make payment(s) to Coastal Asphalt, LLC in the not-to-exceed amount of \$80,480.05 for parking lot paving resurfacing at Fire Station #1, Police Department, and Screven Street parking lots.**

Attachments:

- 1 Certified Bid Tab
- 2 Coastal Asphalt
- 3 Notice of Intent Award

**12. CITY ADMINISTRATOR REPORT**

**13. MINUTES**

- A. Motion to approve minutes of February 17 and February 24, 2022 Minutes.**

**14. OLD BUSINESS**

**15. NEW BUSINESS**

**16. DEPARTMENT MONTHLY REPORTS**

- A. February, 2022 Electric Department Report**

Attachments:

- 1 February22report

- B. Engineering Monthly Report\_February 2022**

Attachments:

- 1 Engineering Monthly Report\_February 2022

- C. February 2022 Fire Report**

Attachments:

- 1 February 2022 Fire Report

- D. February 2022 Fleet Service Report**

Attachments:

- 1 Fleet Services Monthly Report.FY2022

- E. GPD February 2022 Monthly Report**

Attachments:

- 1 GPD - February 2022 Monthly Report

- F. Feb 2022 HR/Risk Mgmt Monthly Report**

Attachments:

- 1 Feb. 2022 Human Resources-Risk Management Report

- G. February 2022 Municipal Court Report**

Attachments:

- 1 MC Monthly Report

- H. Planning & Community Development February 2022 Report**

Attachments:

- 1 Monthly Report February

- I. February 2022 Public Works Department Report**

Attachments:

- 1 Public Works Monthly Report.FY2022
- J. February 2022 Monthly Finance and IT Report**  
Attachments:
  - 1 February 2022 Finance and IT Report
  - 2 Monthly Grant Report FY22
  - 3 GovDeal Report FY22
  - 4 Current Project Listing 2022.02.28
  - 5 Open PO Report 2022.02.28
  - 6 Budget Performance Report through January 31, 2022
- K. February 2022 Water Utilities Report**  
Attachments:
  - 1 February 2022 Water Utilities Report

**17. EXECUTIVE SESSION**

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to Section 30-4-70(a)(1)(2) to discuss employment and compensation; to discuss negotiations incident to proposed contractual negotiations including proposed sale of property on Duke Street; and to discuss appointments/reappointments for the Keep Georgetown Beautiful Board.**
- B. Motion to adjourn Executive Session and reconvene Regular Meeting.**
- C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**
- D. City Council may take action on items discussed in Executive Session.**

**18. APPOINTMENTS**

**19. PUBLIC COMMENTS ON CITY SERVICES, BUSINESS, OR OTHER CITY MATTERS NOT ON THE AGENDA.**

**20. ADJOURNMENT**

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





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

## RESOLUTION

DOC ID: 3533

|                                   |                                                                                                                        |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                          |
| <b>Department:</b>                | Administration                                                                                                         |
| <b>Issue Under Consideration:</b> | Motion to approve a Resolution designating April 2022 as Fair Housing Month in the City of Georgetown, South Carolina. |
| <b>Amount Requested:</b>          |                                                                                                                        |
| <b>Is Item in Current Budget?</b> |                                                                                                                        |
| <b>If no, please explain:</b>     |                                                                                                                        |
| <b>Financial Impact:</b>          |                                                                                                                        |
| <b>Points to Consider:</b>        |                                                                                                                        |
| <b>Options:</b>                   |                                                                                                                        |
| <b>Staff Recommendations:</b>     |                                                                                                                        |

### Reviews:

Sandra E. Yudice Ph.D. Completed 03/08/2022 5:21 PM

Sandra E. Yudice Ph.D. Completed 03/08/2022 5:22 PM

Stephanie Buccione Completed 03/10/2022 9:27 AM

Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. a FAIR HOUSING RESOLUTION 03-17-22 (PDF)

**MOTION TO APPROVE A RESOLUTION DESIGNATING APRIL 2022 AS FAIR HOUSING  
MONTH IN THE CITY OF GEORGETOWN, SOUTH CAROLINA.**

STATE OF SOUTH CAROLINA )

**FAIR HOUSING RESOLUTION**

CITY OF GEORGETOWN )

**WHEREAS**, April 11, 2022 marks the 54th anniversary of the passage of the United States Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, and the State of South Carolina enacted the South Carolina Fair Housing Law in 1988, that both support the policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status and handicap, and encourages fair housing opportunities for all citizens; and

**WHEREAS**, the City of Georgetown is committed, under the 2022 effort to highlight the Fair Housing Law, by continuing to address discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities, and to plan partnership efforts with other organizations to help assure every citizen of their right to fair housing; and

**WHEREAS**, the City of Georgetown rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or familial status in the sale, rental or provision of other housing services; and

**WHEREAS**, the City of Georgetown desires that all its citizens be afforded the opportunity to attain decent, safe and sound living environment.

**NOW THEREFORE, BE IT RESOLVED** that the Georgetown City Council does hereby designate April 2022 as Fair Housing Month and the City of Georgetown begins a year-long commemoration of the United States Fair Housing Law and urges all citizens to wholeheartedly recognize this celebration throughout the year.

**APPROVED** this 17th day of March 2022.

**ATTEST:**

**CITY OF GEORGETOWN,**  
A Municipal Corporation

\_\_\_\_\_  
Stephanie Buccione  
City Clerk

\_\_\_\_\_  
Carol Jayroe  
Mayor

Attachment: FAIR HOUSING RESOLUTION 03-17-22 (3533 : Fair Housing Month Resolution)



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

## ORDINANCE

DOC ID: 3513

|                                   |                                                                                                                                                                                          |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                            |
| <b>Department:</b>                | Planning and Community Development                                                                                                                                                       |
| <b>Issue Under Consideration:</b> | MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE, ARTICLE XVII, COMMUNITY APPEARANCE BOARD, SECTION 1700 CREATION OF THE COMMUNITY APPEARANCE BOARD (CAB) |
| <b>Amount Requested:</b>          | N/A                                                                                                                                                                                      |
| <b>Is Item in Current Budget?</b> | N/A                                                                                                                                                                                      |
| <b>If no, please explain:</b>     | N/A                                                                                                                                                                                      |
| <b>Financial Impact:</b>          | N/A                                                                                                                                                                                      |
| <b>Points to Consider:</b>        | See briefing document.                                                                                                                                                                   |
| <b>Options:</b>                   | Approve, modify or deny request.                                                                                                                                                         |
| <b>Staff Recommendation:</b>      | Approve.                                                                                                                                                                                 |

### Reviews:

Christopher Inglese Skipped 02/08/2022 2:22 PM

Chris asked me to ship him since he already reviewed and edited the documents.

City Attorney Completed 02/08/2022 3:26 PM

Sandra E. Yudice Ph.D. Completed 02/09/2022 1:10 PM

Stephanie Buccione Completed 02/10/2022 5:09 PM

Georgetown City Council Completed 02/17/2022 5:30 PM

### Attachments:

1. 1 Briefing Doc for CAB Text Amendments 2.8.22 (PDF)
2. 2 ARTICLE XVII CAB Ordinance CLEAN 2.8.22 (PDF)
3. 3 ARTICLE XVII redlined (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN  
ZONING ORDINANCE, ARTICLE XVII, COMMUNITY APPEARANCE BOARD, SECTION  
1700 CREATION OF THE COMMUNITY APPEARANCE BOARD (CAB)**

MAYOR  
CAROL JAYROE

CTTY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
AL JOSEPH  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Housing and Community Development  
Christopher Inglese, Director  
Office: (843)545-4010  
Fax: (843)546-5435

February 7, 2022

**To:** Mayor Jayroe and Councilmembers  
**Prepared by:** Chris Inglese  
**Department:** Planning & Community Development  
**Date Prepared:** February 7, 2022  
**Subject:** Amendment to the Zoning Ordinance Art. XVII, Sec. 1700 of the Community Appearance Board (CAB)

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### Issue Background

At the January 2022 meeting, City Council directed staff to reconstitute the Community Appearance Board (CAB) and recruit board members based on the proposed text amendments to the CAB, Section 1700 of the Zoning Ordinance. This new board will be appointed based on required criteria utilizing professionals from the design, architecture, engineering, and planning fields. This will help create a board that is knowledgeable in the development processes and architectural design of the main corridors in our City. Two at-large board members may be from any type of background ensuring a diverse group of board members.

### Discussion

Discuss if the text amendments are sufficient to achieve City Council's policy objectives.

### Alternatives

Council can approve, modify or deny the text amendments to the CAB.

### Recommended Course of Action

The Planning Commission will consider the proposed text amendments at their meeting on February 22, 2022. Staff also recommends approval of the proposed ordinance.

### Timeline for Recommendation

First reading to be approved on February 17, 2022 and Second reading to be approved on March 17, 2022.

### Fiscal Impact

N/A.

### Social Impact

N/A

**Environmental Impact**

N/A

**Attachments**

Text Amendment to Article XVII Ordinance

Redlined CAB Text Amendment

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE, ARTICLE XVII, COMMUNITY APPEARANCE BOARD, SECTION 1700 CREATION OF THE COMMUNITY APPEARANCE BOARD (CAB)**

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

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

**WHEREAS,** the Planning Commission of the City of Georgetown, South Carolina held a public hearing regarding the proposed amendment to Article XVII, Section 1700; and

**WHEREAS,** following the public hearing on February 22, 2022 and the vote by Planning Commission of \_\_\_\_\_ on amending the Zoning Ordinance to change the text for Article XVII, Section 1700, the Mayor and City Council of the City of Georgetown feel it is in the best interest of the City of Georgetown to amend the ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina that Article XVII, Section 1700 of the City of Georgetown Zoning Ordinance be amended as follows:

The Community Appearance Board existing at the time of adoption of this ordinance shall be expired immediately upon adoption of this ordinance, and new members of the Community Appearance shall be appointed consistent with the below amendments:

**1700 Creation of the Community Appearance Board**

There is hereby created a Community Appearance Board to be composed of seven (7) members appointed by the City Council. The Board is created as authorized by South Carolina Code of Laws, Section 6-29-870.

It is the declared policy of the City Council that it will consider and approve only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, competence and knowledge of architecture, landscape, and design and ability to prepare for and attend meetings. Board members shall be professionals from the fields of architecture, landscape architecture, building construction, design, interior design, urban planning and/or engineering living within the City of Georgetown; in the cases where members cannot be found within the city, members shall be residents of Georgetown County. Two (2) board members may be at-large, and shall be residents of the city.

**ATTEST:**

\_\_\_\_\_  
Stephanie Buccione, City Clerk

\_\_\_\_\_  
Carol Jayroe, Mayor

First Reading: \_\_\_\_\_

Approved as to Form:

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Elise F. Crosby, City Attorney



## ARTICLE XVII: COMMUNITY APPEARANCE BOARD

### 1700 Creation of the Community Appearance Board

There is hereby created a Community Appearance Board to be composed of seven (7) members appointed by the City Council. The Board is created as authorized by South Carolina Code of Laws, Section 6-29-870.

It is the declared policy of the City Council that it will consider and approve only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, competence and knowledge of architecture, landscape, and design and ability to prepare for and attend meetings. ~~Preference~~ **Board members** shall be ~~given to~~ professionals from the fields of architecture, landscape architecture, building construction, **design, interior design, urban planning** and/or engineering living within the City of Georgetown; in the cases where members cannot be found within the city, members shall be residents of Georgetown County. **Two (2) board members may be at-large, and shall be residents of the city.**

### 1701 Terms of Office

The term of office for all members of the board shall be four (4) years except that at the Boards creation, two (2) members shall be appointed for one three (3) year term to be eligible for appointment to additional four (4) year terms, and two (2) members shall be appointed for one two (2) year term to be eligible for appointment to additional four (4) year terms. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. All terms hereunder shall, however, continue until a successor is appointed by City Council. Board members may be appointed to succeed themselves for a maximum of two successive terms. None of the members shall hold any other public office or position in the municipality or council while serving on this board.

### 1702 Vacancy and Removal

A vacancy in a term of office shall occur whenever it is found that a member has resigned or is unable to serve for whatever reason or is removed by the City Council. Inefficiency, neglect of duty, three consecutive unexcused absences, any unlawful act or misconduct in office shall constitute reasons for removal of office.

### 1703 Organization

The board shall elect by majority vote a Chairperson and vice-chairperson from among its members at the first meeting of each year. The term of office for the chairperson and vice-chairperson shall be one

(1) year. If a vacancy occurs in an office prior to the expiration of the full term, another election to fill the remainder of the term of office shall be conducted at the first meeting thereafter. The chairperson and the vice chairperson may be re-elected only one time after serving a full term in office, for a maximum total of two successive full terms. Passage of a one year period without holding a particular office however shall make a member eligible again for that office. The board shall appoint a secretary who may be an officer or employee of the City of Georgetown.

### 1704 Meetings and Quorum

Four members of the board shall constitute a quorum for conducting business. Meetings of the board shall be held at the call of the Chairperson and at such other times as the board may determine. The Board shall adopt rules and by-laws in accordance with the provisions of this ordinance and of the General Statutes of South Carolina Code of Laws, Section 6-29-870. Decisions shall be made by a

majority vote. The Board shall keep minutes of its proceedings, showing the vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the Building and Planning office. Said minutes and records shall be public.

Members of the board shall regularly attend meetings of the board and shall serve without compensation, except for reimbursement for authorized expenses attendant to the performance of their duties. Absences by members shall be declared excused or unexcused at each meeting by the chairperson or in his or her absence, the acting chair. All meetings of the board shall be open to the public.

#### **1705 Decisions of the Community Appearance Board**

The concurring vote of a simple majority shall be necessary to reverse any order, requirement, decision or determination of the Zoning Administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this ordinance, or to affect any variation of this ordinance.

#### **1706 Appeals, Hearings, and Notice**

A. Appeals to the Board may be taken by any person aggrieved by the decision of the Zoning Administrator or acting officer of the Building and Planning Department. Such appeal shall be taken within thirty (30) days from the date that the decision is rendered, as provided by the rules of the board, by filing with the Building and Planning Department notice of said appeal specifying the grounds thereof. The Zoning Administrator shall forthwith transmit the Board all papers constituting the record upon which the action appealed from was taken.

B. An appeal stays all legal proceedings in furtherance of the action appealed from, unless the Zoning Administrator certifies to the Board, after the notice of appeal shall have been filed with him or her, that by reason of facts stated in the certificate a stay would in his or her opinion, cause imminent peril to life and or property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of record on application, on notice to the officer from whom the appeal is taken and on due cause shown.

C. The board shall fix a reasonable time for the hearing of the appeal or other matter referred to it and give public notice thereof, as well as due notice to the parties in interest and decide the same within a reasonable time. Notice of the time and place of the public hearing shall be published in a newspaper of general circulation in the city/county at least fifteen (15) days in advance of the scheduled hearing date. At the hearing any party may appear in person or by agent or attorney. Notice shall also be posted in the affected property, with at least one such sign being visible from each public thoroughfare that abuts the property.

It is the intention of this ordinance that all questions arising in connection with the enforcement of the ordinance shall be presented first to the Zoning Administrator and that questions shall be presented to the Community Appearance Board only on appeal from the decision of the Zoning Administrator.

#### **1707 Powers and Duties of the Community Appearance Board**

The Community Appearance Board shall have the following powers and duties:

To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination by the Zoning Administrator in the enforcement of Article XVI: Design Overlay District for the Main Corridors ordinance found within the Zoning Ordinance.

To hear and decide appeals for variances from the design requirements of Article XVI of the Zoning Ordinance when strict interpretation of these requirements would result in unnecessary hardship. A variance may be granted in an individual case of unnecessary hardship if the board makes and explains in writing the following findings:

1. There are extraordinary and exceptional conditions pertaining to the particular building or structure;
2. These conditions do not generally apply to other buildings or structures in the vicinity;
3. Because of these conditions, the application of the ordinance to the particular building or structure would effectively prohibit or unreasonably restrict the utilization of the property;
4. The authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by granting of the variance.

All final decisions and orders of the board must be in writing and permanently filed in the office of the Building and Planning Department as public record. All findings of fact and conclusions of law must be separately stated in final decisions or orders of the board, which must be delivered, to parties of interest by certified mail.

In exercising the above powers, the Community Appearance Board may, in conformity with the provisions of this Ordinance, reverse or affirm, wholly or in part, or may modify the order, requirements, decision, or determination and to that end shall have all powers of the Zoning Administrator from whom the appeal is taken and may issue or direct the issuance of a permit. The Board, in execution of the duties for which appointed, may subpoena witnesses and in case of contempt may certify such fact to the Circuit Court having jurisdiction.

#### **1708 Conflict of Interest**

Any member of the Board who shall have a direct or indirect interest in any property which is the subject matter of or affected by a decision of said board shall be disqualified from participating in the discussion, decision, or proceedings of the board in connection therewith. A member disqualified from voting shall be counted as present for purposes of a quorum.

#### **1709 Liability of Members**

Any member of the board acting within the powers set forth herein is relieved from all personal liability from any damage and shall be held harmless by the City of Georgetown. Any suit brought against any member of the board shall be defended by a legal representative furnished by the City of Georgetown until termination of the procedure.

#### **1710 Annual Report**

The board shall make an annual report to the City Council at the end of the city fiscal year citing applications brought before the board and the approvals, denials, or other resolutions issued by the board.

#### **1711 Appeals from Decisions of the Community Appearance Board**

Any person who may have a substantial interest in any decision of the Community Appearance Board may appeal any decision of the Board to the Circuit Court in and for the County of Georgetown by filing with the Clerk of said Court a petition in writing setting forth plainly, fully and distinctly why the decision is contrary to law. Such appeal shall be filed within thirty (30) days after the decision of the Board

is rendered.

**1712 Contempt; Penalty**

In case of contempt by a party, witness, or other person before the Community Appearance Board, the board may certify that fact to the circuit court of the county in which the contempt occurs and the judge of the court, in open court or in chambers, after hearing, may impose a penalty as authorized by law.



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

## ORDINANCE

DOC ID: 3514

|                                   |                                                                                                                                                                                                                                        |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                                                                          |
| <b>Department:</b>                | Planning and Community Development                                                                                                                                                                                                     |
| <b>Issue Under Consideration:</b> | MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE ARTICLE XVI, SECTION 1600 ESTABLISHMENT OF THE BOARD OF ARCHITECTURAL REVIEW AND SECTION 1600.2 POWERS AND DUTIES OF THE BOARD OF ARCHITECTURAL REVIEW |
| <b>Amount Requested:</b>          | N/A                                                                                                                                                                                                                                    |
| <b>Is Item in Current Budget?</b> | N/A                                                                                                                                                                                                                                    |
| <b>If no, please explain:</b>     | N/A                                                                                                                                                                                                                                    |
| <b>Financial Impact:</b>          | N/A                                                                                                                                                                                                                                    |
| <b>Points to Consider:</b>        | See briefing document.                                                                                                                                                                                                                 |
| <b>Options:</b>                   | Approve, modify or deny the text amendment request.                                                                                                                                                                                    |
| <b>Staff Recommendation:</b>      | Approve request.                                                                                                                                                                                                                       |

### Reviews:

Tammy J. Kinsley Completed 03/08/2022 9:16 AM

City Attorney Completed 03/08/2022 2:17 PM

Sandra E. Yudice Ph.D. Completed 03/08/2022 4:51 PM

Stephanie Buccione Completed 03/10/2022 10:47 AM

Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. 1 Briefing Doc for ARB Text Amendments (PDF)
2. 2 Text Amendment to ARB Ordinance (PDF)
3. 3 Text Amendment to Art XVI ARB redlined (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING THE CITY OF GEORGETOWN  
ZONING ORDINANCE ARTICLE XVI, SECTION 1600 ESTABLISHMENT OF THE BOARD  
OF ARCHITECTURAL REVIEW AND SECTION 1600.2 POWERS AND DUTIES OF THE  
BOARD OF ARCHITECTURAL REVIEW**

MAYOR  
CAROL JAYROE

CTTY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
AL JOSEPH  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Housing and Community Development  
Christopher Inglese, Director  
Office: (843)545-4010  
Fax: (843)546-5435

March 7, 2022

**To:** Mayor Carol Jayroe and Councilmembers  
**Prepared by:** Carol Coleman, Waccamaw Regional Council of Governments  
**Department:** Planning & Community Development  
**Date Prepared:** February 7, 2022  
**Subject:** Amendments to Zoning Ordinance regarding the makeup of the Architectural Review Board, and changes to their Design Guidelines. Additionally, a mechanism to adopt policy statements for the enforcement of design guidelines, including one for future staff reviews of applications within the HBD.

### Issue Background

Staff met with members of the Architectural Review Board in a workshop setting to discuss ways to help streamline the review process within the Historic Buildings District (HBD) without sacrificing the integrity of the adopted design standards. Procedurally, staff will be able to process and approve applications, with review and consent from the ARB Chairman on a limited range of subjects. Proposed changes are:

1. Repairs and/or In-Kind Replacements: Staff may process applications for any exterior repairs and/or painting that do not involve changing the appearance or historical character of the structure.
2. Signage: Staff may process applications for signage, only in the General Commercial (GC) underlying zoning district that is within the HBD, and must incorporate the standards adopted by both the Zoning Ordinance (Article X) and the ARB Guidelines.
3. Awnings: Staff may process applications for replacement and/or changes to existing awnings. Any awning signage for commercial uses must be approved by the Board.
4. Storm Windows: Staff may process applications for storm windows using the policy in the ARB Guidelines adopted by the Board.
5. Mechanical Units: Staff may process applications for the location of service meters, HVAC units, water pumps and any necessary and/or required screening.
6. Landscape Elements: Staff may process applications for walks, paving, lighting, benches, permanent planters, screening of garbage cans, trellises and/or arbors.
7. Demolitions: Staff may process applications of accessory structures for non-contributing structures.

All applications for new build, exterior alteration, reconstruction and/or replacement to both Residential & Commercial structures in the HBD are to be considered by the Board of Architectural Review. Staff may refer any application to the Board. Applicants may appeal any staff decision to the Board.

Drawer 939  
Georgetown, SC 29442

Attachment: Briefing Doc for ARB Text Amendments [Revision 1] (3514 : Text Amendments to the ARB)

The proposed amendments to the Zoning Ordinance add language to the required makeup of the membership of the ARB. There is a requirement that one member of the board is a representative of the Core Commercial District, and language was added that this member may be a resident of Georgetown County (previously it had to be a city resident). A section is also being added which deals with the Board's adoption of policy statements, determining how the Architectural Guidelines may be administered at the staff level as proposed above. Any policy statements adopted by the BAR shall not conflict with policies or ordinances adopted by City Council. The Board is authorized to direct staff in the administration of the Architectural Guidelines.

**Recommended Course of Action**

The Planning Commission will consider the proposed text amendments at their Meeting on February 22, 2022. The Architectural Review Board supports the changes. Staff also recommends approval of the proposed ordinance.

**Timeline for Recommendation**

First reading on March 17, 2022 and Second reading on April 21, 2022.

**Fiscal Impact**

N/A.

**Social Impact**

N/A

**Environmental Impact**

N/A

**Attachments**

Text Amendment to Article XVI (ARB) Ordinance

Redlined ARB Text Amendments



**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE  
ARTICLE XVI, SECTION 1600 ESTABLISHMENT OF THE BOARD OF ARCHITECTURAL  
REVIEW AND SECTION 1600.2 POWERS AND DUTIES OF THE BOARD OF  
ARCHITECTURAL REVIEW**

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

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

**WHEREAS,** the Planning Commission of the City of Georgetown, South Carolina held a public hearing regarding the proposed amendment to Article XVI, Sections 1600 and 1600.2; and

**WHEREAS,** following the public hearing on February 22, 2022 and the vote by Planning Commission of \_\_\_\_\_ on amending the Zoning Ordinance to change the text for Article XVI, Sections 1600 and 1600.2, the Mayor and City Council of the City of Georgetown feel it is in the best interest of the City of Georgetown to amend the ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina that Article XVI, Section 1600 of the City of Georgetown Zoning Ordinance be amended as follows:

**1600 Establishment of Board of Architectural Review**

Board of Architectural Review In order to achieve the purpose of the city's National Register Historic District and to further historic preservation city-wide, and in accordance with Section §6-29-870 of the Code of Laws of South Carolina, 1676, as amended, a Board of Architectural Review is hereby created, which shall also be known as the Architectural Review Board. The Review Board shall consist of seven members who shall be appointed by the City Council. All members appointed to serve on the Board shall be residents of the City of Georgetown with the exception of the slot to be filled by an architect and the slot to be filled by a representative from the Core Commercial Buildings District. Any non-city resident appointed to fill the architect or representative from the Core Commercial Buildings District positions must be a resident of Georgetown County. All members shall demonstrate an interest, competence or knowledge of historic preservation. The Board shall be made up of the following; (1) a historian knowledgeable in local history, (2) a planner, (3) an archaeologist, (4) an architect, or if an architect is not available to serve, someone knowledgeable in building design and construction, (5) a resident of the Historic Buildings District, (6) a representative from the Core Commercial Buildings District, (7) a member of the Georgetown Historical Society. In the event an architect, historian, planner and archaeologist are unavailable, then a resident of the Historic Buildings District and two at-large members shall be selected for these positions. The initial terms of office for the members shall be established as follows: one member for a term of four years; two members for a term of three years; two members for a term of two years;

and two members for a term of one year. All subsequent terms shall be for four years. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay, but may be reimbursed for any expense incurred while representing the Board.

**1600.2 Powers and duties of the Board of Architectural Review.** In addition to other powers and duties in this Article, the Board of Architectural Review shall have the following powers and duties with respect to properties for which a Certificate of Appropriateness is a prerequisite to a building or demolition permit, or an application for a Historic Rehabilitation Tax Incentive Assessment:

- (1) In its consideration of an application to demolish in whole or in part, remove, or alter the exterior architectural appearance of any existing structure, the Georgetown Board of Architectural Review shall consider, among other things, the historic, architectural, and aesthetic arrangement, composition or features of such structure, the relationship between such structures and the surrounding area, and its importance to the City;
- (2) in its consideration of an application for new construction, the Georgetown Board of Architectural Review shall consider, among other things, character and appropriateness of the design, scale, texture and materials of the structure in question, and the relationship of such design elements to similar features of structures in the surrounding area;
- (3) the Board of Architectural Review shall not consider interior arrangement or interior design; nor shall it make requirements except for the purpose of preventing developments which are not in harmony with the prevailing character of the Historic Buildings District or which are obviously incongruous with its character;
- (4) the Board of Architectural Review may refuse a Certificate of Appropriateness for the erection, reconstruction, alteration, demolition in whole or in part, or removal of any structure, sign, freestanding mailbox, newspaper receptacle or other similar structure within the Historic Buildings District which in the opinion of the Board would be detrimental to the interests of the Historic Buildings District and against the public interest of the City of Georgetown;
- (5) in its consideration for application to demolish, remove, alter or construct a structure; the Board shall use the design guidelines approved by City Council for use by the Board in reviewing requests;
- (6) in its review under an application for the Historic Rehabilitation Tax Incentive Assessment, the Board and its chair shall have the powers and duties delegated in Article V, Chapter 21 (§21 80-84 Bailey Bill); and
- (7) the Board of Architectural Review may adopt, by Resolution, policy statements consistent with the Architectural Guidelines adopted by City Council for the purpose of administration of the Architectural Guidelines. Policy statements adopted by the Board shall not conflict with policies or ordinances adopted by City Council. The Board is authorized to direct staff of the Department of Planning & Community Development in administration of the Architectural Guidelines including administration of City policies and ordinances consistent with Historic preservation and in the best interest of the City of Georgetown. (Text Amendment ord. of 3/17/22)

**ATTEST:**

\_\_\_\_\_  
Stephanie Buccione, City Clerk

\_\_\_\_\_  
Carol Jayroe, Mayor

First Reading: \_\_\_\_\_

Approved as to Form:

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Elise F. Crosby, City Attorney

## ARTICLE XVI: BOARD OF ARCHITECTURAL REVIEW

### 1600 Establishment of Board of Architectural Review

Board of Architectural Review In order to achieve the purpose of the city's National Register Historic District and to further historic preservation city-wide, and in accordance with Section §6-29-870 of the Code of Laws of South Carolina, 1676, as amended, a Board of Architectural Review is hereby created, which shall also be known as the Architectural Review Board. The Review Board shall consist of seven members who shall be appointed by the City Council. All members appointed to serve on the Board shall be residents of the City of Georgetown with the exception of the slot to be filled by an architect **and the slot to be filled by a representative from the Core Commercial Buildings District**. Any non-city resident appointed to fill the architect **or representative from the Core Commercial Buildings District** positions must be a resident of Georgetown County. All members shall demonstrate an interest, competence or knowledge of historic preservation. The Board shall be made up of the following; (1) a historian knowledgeable in local history, (2) a planner, (3) an archaeologist, (4) an architect, or if an architect is not available to serve, someone knowledgeable in building design and construction, (5) a resident of the Historic Buildings District, (6) a representative from the Core Commercial Buildings District, (7) a member of the Georgetown Historical Society. In the event an architect, historian, planner and archaeologist are unavailable, then a resident of the Historic Buildings District and two at-large members shall be selected for these positions. The initial terms of office for the members shall be established as follows: one member for a term of four years; two members for a term of three years; two members for a term of two years; and two members for a term of one year. All subsequent terms shall be for four years. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay, but may be reimbursed for any expense incurred while representing the Board.

**1600.1 Proceedings of the Board of Architectural Review.** The Board of Architectural Review shall elect a chairman and vice-chairman from its members who shall serve for one year or until reelected or until their successors are elected. The Board shall appoint a secretary, who may be a City employee. The Board shall adopt rules, regulations and by-laws in accordance with the provisions of this Ordinance and with Section §6-29-387 of the Code of Laws of South Carolina, 1676, as amended. Meetings of the Board shall be held at the call of the Chairman and at such other times as the Board may determine. All meetings of the Board shall be open to the public.

**1600.2 Powers and duties of the Board of Architectural Review.** In addition to other powers and duties in this Article, the Board of Architectural Review shall have the following powers and duties with respect to properties for which a Certificate of Appropriateness is a prerequisite to a building or demolition permit, or an application for a Historic Rehabilitation Tax Incentive Assessment:

(1) In its consideration of an application to demolish in whole or in part, remove, or alter the exterior architectural appearance of any existing structure, the Georgetown Board of Architectural Review shall consider, among other things, the historic, architectural, and aesthetic arrangement, composition or features of such structure, the relationship between such structures and the surrounding area, and its importance to the City;

(2) in its consideration of an application for new construction, the Georgetown Board of Architectural Review shall consider, among other things, character and appropriateness of the design, scale, texture and materials of the structure in question, and the relationship of such design elements to similar features of structures in the surrounding area;

(3) the Board of Architectural Review shall not consider interior arrangement or interior design; nor shall it make requirements except for the purpose of preventing developments which are not in harmony with the prevailing character of the Historic Buildings District or which are obviously incongruous with its character;

(4) the ~~Georgetown~~ Board of Architectural Review may refuse a Certificate of Appropriateness for the erection, reconstruction, alteration, demolition in whole or in part, or removal of any structure, sign, freestanding mailbox, newspaper receptacle or other similar structure within the Historic Buildings District which in the opinion of the Board would be detrimental to the interests of the Historic Buildings District and against the public interest of the City of Georgetown;

(5) in its consideration for application to demolish, remove, alter or construct a structure; the Board shall use the design guidelines approved by City Council for use by the Board in reviewing requests;

(6) in its review under an application for the Historic Rehabilitation Tax Incentive Assessment, the Board and its chair shall have the powers and duties delegated in Article V, Chapter 21 (§21 80-84 Bailey Bill); and

(7) the Board of Architectural Review may adopt, by Resolution, policy statements consistent with the Architectural Guidelines adopted by City Council for the purpose of administration of the Architectural Guidelines. Policy statements adopted by the Board shall not conflict with policies or ordinances adopted by City Council. The Board is authorized to direct staff of the Department of Planning & Community Development in administration of the Architectural Guidelines including administration of City policies and ordinances consistent with Historic preservation and in the best interest of the City of Georgetown.

**1600.3 Historic Designation.** The Board shall review the local inventory for Historic Buildings. The Board shall conduct first review and evaluation of proposed nominations for the National Register of Historic Places and send those recommendations to the State Historic Preservation Office for consideration by the state board. The Board shall further make recommendations for historic designation to the City Planning Commission. The Commission will then make a recommendation to City Council. The Board's recommendation shall be based on the following criteria:

A property may be designated historic if it:

1. Has significant inherent character, interest, or value as part of the development or heritage of the community, state, or nation; or
2. Is the site of an event significant in history; or
3. Is associated with a person or persons who contributed significantly to the culture and development of the community, state or nation; or
4. Exemplifies the cultural, political, economic, social, ethnic, or historic heritage of the community, state, or nation; or

5. Individually, or as a collection of resources, embodies distinguishing characteristics of a type, style, period, or specimen in architecture or engineering; or
6. Is the work of a designer whose work has influenced significantly the development of the community, state or nation; or
7. Contains elements of design, detail, materials, or craftsmanship which represent a significant innovation; or
8. is part of or related to a square or other distinctive element of community planning; or
9. Represents an established and familiar visual feature of the neighborhood or community; or
10. Has yielded, or may be likely to yield, information important in pre-history or history.

**1600.301 Owner Notification.** Owners of properties proposed to be designated historic shall be notified in writing thirty days prior to consideration by City Council. Owners may appear before the City Council to voice approval or opposition to such designation.

**1600.302 Identification on City Zoning Map.** All locally designated historic properties and historic districts shall be clearly shown on the zoning map.

**1600.303 Opposition to Designation.** Any property owner may object to the decision by the City Council to designate his or her property as historic by filing suit against the City of Georgetown before the Courts of the State of South Carolina.

**1600.304 Application for Historic Rehabilitation Tax Incentive Assessment.** Where a Historic Designation is originally sought in conjunction with an application for the Historic Rehabilitation Tax Incentive Assessment under Article V, Chapter 21 of the City of Georgetown Code of Ordinances, the Board shall conduct the review contemplated by 1600.3, making its recommendation to Planning Commission on the property for which designation is sought. (ref. 21-84(B), City Code of Ordinances)

**Editor's note:** An ordinance adopted August 17, 2000 added a new § 1600.3 as set out above, deleting the former § 1600.3, which pertained to decisions of the Board of Architectural View, and added a new § 1600.4 as set out below, thereby renumbering former §§ 1600.4 and 1600.5 as §§ 1600.5 and 1600.6.

**1600.4 Decisions of the Board.** The concurring vote of a majority of the members present shall be necessary to approve any application that comes before the Board. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be public record. On all applications and other matters brought before the Board of Architectural Review, the Board shall inform in writing all the parties involved of its decisions and the reasons therefore. If an application for a Certificate of Appropriateness is denied, the application may not be considered by the Board for one year unless the applicant can demonstrate to the Board that the reasons given for denial have been addressed or new information can be presented to support the previous request.

**1600.5 Review procedures.** An application for a building permit in the Historic Buildings District shall be accompanied by plans and other information necessary to determine the appropriateness of the features to be passed upon. The Board shall meet within thirty days after notification of the Zoning Administrator

of the filing of an application and at such other times as the Board may determine necessary, or upon call of the Chairman.

**1600.501** The Board shall give adequate public notice of all applications to be considered by the Board, as well as due notice to the parties in interest. Public notice shall be published in a newspaper of general circulation within the City at least seven days in advance of such meeting.

**1600.502** Upon approval, disapproval or modification of any application presented to the Board, the Board of Architectural Review shall immediately transmit a report to the Zoning Administrator stating the basis upon which the decision was made. If approval or modification of the application was determined, the Board shall cause a Certificate of Appropriateness to be issued to the applicant. Upon failure of the Board to act upon the application within forty-five days after submission to the Zoning Administrator, the application shall be deemed to be approved, except when mutual agreement has been made for an extension of the time limit. When a Certificate of Appropriateness has been issued, a copy thereof shall be transmitted to the Zoning Administrator, who shall from time to time inspect the construction or alteration approved by such Certificate, and report to the board any work not in accordance with such Certificate. In case of disapproval of any application, the Board of Architectural Review shall state the reasons there for in writing to the applicant. Notice of such disapproval and a copy of any written statements shall also be transmitted to the Zoning Administrator. In addition to stating the reasons for denial, the Board may also make general or specific recommendations in order for the application to be approved.

**1600.6 Appeals.** Any person or any officer, department or Board of the city aggrieved by any final decision of the Board may appeal to a court of record having competent jurisdiction. A duly verified petition, setting forth that the decision of the Board is illegal in whole or in part and specifying the ground of the illegality shall be presented to the Court within thirty days after the filing of the decision of the Board.

Editor's note- (Ord. of 8-17-2000, §§ 1--4; Ord. of 1-16-2003; Ord. of 9-16-04) (renumbered Article IV, Sections 407, 407.1, 407.2, 407.3, 407.31, 407.32, 407.33, 407.4, 405.5, 407.51, 407.52, and 407.6. to new Article XVI, Sections 1600, 1600.1, 1600.2, 1600.3, 1600.301, 1600.302, 1600.303, 1600.4, 1600.5, 1600.501, 1600.502 and 1600.6, ord. of 4-21-2011) (ord. of 10-20-16 for Bailey Bill) (text amendment ord. of 3/17/22).



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

### ACTION ITEM

DOC ID: 3537

|                                   |                                                                                                                                                                                |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                  |
| <b>Department:</b>                | Finance                                                                                                                                                                        |
| <b>Issue Under Consideration:</b> | Motion to approve a Resolution Establishing and Ratifying Previous Payroll Actions on Personnel Policy No. 21 —Payment of Wages— in the City of Georgetown’s Employee Handbook |
| <b>Amount Requested:</b>          | N/A                                                                                                                                                                            |
| <b>Is Item in Current Budget?</b> | N/A                                                                                                                                                                            |
| <b>If no, please explain:</b>     | N/A                                                                                                                                                                            |
| <b>Financial Impact:</b>          | No impact. Bringing practice in line with policy                                                                                                                               |
| <b>Points to Consider:</b>        | Holiday time (hours not worked) has been counted towards over time calculation. This change is to document what the City’s current practice has been.                          |
| <b>Options:</b>                   | Approve or disapprove                                                                                                                                                          |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                        |

#### Reviews:

John Barfield Completed 03/09/2022 4:05 PM  
 Sandra E. Yudice Ph.D. Completed 03/09/2022 5:54 PM  
 Stephanie Buccione Completed 03/10/2022 10:46 AM  
 Georgetown City Council Pending 03/17/2022 5:30 PM

#### Attachments:

1. 1 Resolution for Over Time and Holiday Pay (PDF)



Resolution No. 2022-\_\_\_\_\_

**RESOLUTION ESTABLISHING AND RATIFYING PREVIOUS PAYROLL ACTIONS ON PERSONNEL POLICY No. 21 —  
PAYMENT OF WAGES— IN THE CITY OF GEORGETOWN'S EMPLOYEE HANDBOOK**

**WHEREAS**, on June 20, 2002, City Council approved the Payment of Wages policy, which indicated “to employees when they will be paid, how they are going to be paid and how overtime will be calculated;” and

**WHEREAS**, the current Pay Schedule and Scheduled Work Hours in Policy No. 21 of the Employee Handbook established the following as the “scheduled work hours per pay period” for city employees:

|                           |                          |
|---------------------------|--------------------------|
| Office Personnel          | 75 hours per pay period  |
| Public Utility & Services | 80 hours per pay period  |
| Police - Patrol           | 84 hours per pay period  |
| Police - Investigations   | 85 hours per pay period  |
| Fire - Shift              | 120 hours per pay period |

**WHEREAS**, Policy No. 21, Payment of Wages, in the Personnel Handbook, established that “Employees who are not exempt from the overtime provisions of the Fair Labor Standards Act (“FLSA”) will be paid overtime at a rate of 1½ times their regular rate of pay for all hours worked in excess of forty (40) during a seven day work week or other statutory period as may be appropriate. For overtime purposes, compensatory time and general leave hours are not considered hours worked”; and

**WHEREAS**, the practice of including holiday time off (i.e., hours not worked) in the overtime calculations was established as an “extra fringe benefit” with no previous documentation of City Council’s approval, rendering this practice to be inconsistent with the current personnel policy as it relates to the “scheduled work hours per pay period” above; and

**WHEREAS**, at the February 17, 2022, meeting, City Council approved revisions to Policy No. 21 and these revisions need to reflect the previous verbiage as approved on July 25, 2019.

**NOW, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GEORGETOWN**, here assembled on this \_\_\_\_\_ day of \_\_\_\_\_ 2022, that the City of Georgetown Employee Handbook, Policy No. 21, is revised to include language and clarify that holiday time (i.e., hours not worked) **does constitute time worked** for calculation of overtime pay purposes in a pay period.

\_\_\_\_\_  
Carol Jayroe  
Mayor, City of Georgetown

ATTEST:

\_\_\_\_\_  
Stephanie Buccione, Clerk to Council  
City of Georgetown, South Carolina

Attachment: Resolution for Over Time and Holiday Pay (3537 : Resolution of Over Time and Holiday Pay)

**Policy No. 21 (excerpt)****PAYMENT OF WAGES****OVERTIME**

For overtime purposes, the normal work week for most employees is the seven (7) day period beginning at 12:01 A.M. on Monday and ending at Midnight the following Sunday. Police and Fire Service personnel are subject to special rules regarding their respective work weeks.

Employees who are not exempt from the overtime provisions of the Fair Labor Standards Act ("FLSA") will be paid overtime at a rate of 1½ times their regular rate of pay for all hours worked in excess of forty (40) during a seven day work week or other statutory period as may be appropriate. For overtime purposes, ~~holiday time~~, compensatory time and general leave hours are not considered hours worked. **For overtime purposes, holiday time (i.e., hours not worked) is considered hours worked and included to calculate overtime in a pay period.** Non-exempt Police and Fire Service Personnel, because of the unique nature of their duties, are subject to different overtime thresholds and special rules regarding overtime compensation and are paid FLSA pay.

Police & Fire Special Overtime Exemption: The FLSA provides two special overtime exemptions available only to public agencies whose employees are engaged in fire protection or law enforcement activities as those terms are defined in the Department of Labor regulations. Under Section 207(k) of the FLSA, Police and Fire may reduce overtime liability by establishing work periods of 7 to 28 days. The maximum number of hours that can be worked under Section 207(k) without incurring any overtime liability for law enforcement personnel every 14 days is 86 hours and for fire protection personnel every 28 days is 212 hours.

Employees who work over the numbers of hours as indicated in the table above within the prescribed number of days shall receive compensation at the rate of 1 ½ times their regular hourly rate.

All overtime must be pre-approved by the employee's supervisor prior to the employee working the overtime. If an employee works unauthorized overtime, the employee will be paid the overtime in accordance with the Fair Labor Standards Act and Department of Labor, however the employee will be subject to disciplinary action. An employee who regularly violates this policy, will be subject to termination. There will be flexibility exercised for Public Safety, Services and Utility workers that are required to work during emergency situations.

**COMPENSATORY TIME**

Non-exempt 37.5 hour/week employees who work over the 37.5 hour threshold in any workweek have the option to earn compensatory time at straight time instead of receiving straight pay at the discretion of the City. Non-exempt employees who work over 40 hours in any workweek have the option to earn compensatory time at 1 ½ times their regular rate instead of receiving overtime pay at the discretion of the City. ~~For compensatory time purposes, holiday time, compensatory time and general leave hours are not considered hours worked.~~

**Policy No. 21 (excerpt)****PAYMENT OF WAGES****OVERTIME**

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**COMPENSATORY TIME**

Non-exempt 37.5 hour/week employees who work over the 37.5 hour threshold in any workweek have the option to earn compensatory time at straight time instead of receiving straight pay at the discretion of the City. Non-exempt employees who work over 40 hours in any workweek have the option to earn compensatory time at 1 ½ times their regular rate instead of receiving overtime pay at the discretion of the City.



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## ORDINANCE

DOC ID: 3536

|                                   |                                                                                                                                                          |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                            |
| <b>Department:</b>                | Finance                                                                                                                                                  |
| <b>Issue Under Consideration:</b> | Motion to approve an ordinance to further amend the Fiscal Year 2021-2022 (FY 2022) Budget (Second Amendment) for the City of Georgetown, South Carolina |
| <b>Amount Requested:</b>          | \$661,300                                                                                                                                                |
| <b>Is Item in Current Budget?</b> | No                                                                                                                                                       |
| <b>If no, please explain:</b>     | Additional match requirements, workers compensation rate adjustment, unanticipated increase in legal expenses.                                           |
| <b>Financial Impact:</b>          | Reduces reserves in General Fund by \$494,758, ARPA Fund by \$134,132, and Electric Fund by \$32,410.                                                    |
| <b>Points to Consider:</b>        | Necessary adjustments to comply with grant requirements and balanced budget requirement.                                                                 |
| <b>Options:</b>                   | Approve or disapprove                                                                                                                                    |
| <b>Staff Recommendations:</b>     | Approve                                                                                                                                                  |

### Reviews:

John Barfield Completed 03/09/2022 3:59 PM

Sandra E. Yudice Ph.D. Completed 03/09/2022 5:10 PM

Stephanie Buccione Completed 03/10/2022 10:47 AM

Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. 1 Second Budget Amendment FY2022 04.21.2022 (PDF)
2. 2 2022.03.08 #3-1 Reallocation of appropriation and Second Budget Amendment to cover shortfalls (PDF)

**MOTION TO APPROVE AN ORDINANCE TO FURTHER AMEND THE FISCAL YEAR 2021-  
2022 (FY 2022) BUDGET (SECOND AMENDMENT) FOR THE CITY OF GEORGETOWN,  
SOUTH CAROLINA**

**AN ORDINANCE TO FURTHER AMEND THE FISCAL YEAR 2021-2022 (FY 2022) BUDGET FOR  
THE CITY OF GEORGETOWN, SOUTH CAROLINA.**

**WHEREAS**, on June 17, 2021, City Council of the City of Georgetown (the “City Council”), as the governing body of the City of Georgetown, South Carolina (the “City”) approved an ordinance to adopt a budget and raise revenue for the City for the Fiscal Year ending June 30, 2022 (FY 2022); and

**WHEREAS**, on December 16, 2021, City Council approved the submission of a grant application to the US Department of Commerce, Economic Development Administration (“EDA”), for the Secondary Water Sedimentation Basin (“Project”) at the Water Treatment Plant in the amount of \$3,856,500, plus \$428,500 from the Capital Reserve Fund to cover the 10% cash match; and

**WHEREAS**, on January 20, 2022, City Council approved an ordinance to amend the City’s FY 2022 budget (“First Amendment”) in the amount of \$2,176,075.95 and to prescribe the purposes for which the proceeds of the American Rescue Plan Act of 2021 funds shall be expended; and

**WHEREAS**, on February 28, 2022, EDA notified the City that it needs to revise the grant application to reflect an EDA request of \$3,428,000 and local matching contribution of \$857,000 for a total project cost of \$4,285,000; and

**WHEREAS**, the EDA’s notification requires the City to increase the local match from 10% to 20% of the total Project and to confirm that the funds are committed, available and unencumbered in FY 2022; and

**WHEREAS**, the EDA has extended the deadline to submit the revised letter committing the additional \$428,500 as local match to April 29, 2022; and

**WHEREAS**, the unanticipated and increased costs in Workers’ Compensation requires that City Council approves transferring funds to cover the increase in FY 2022 from the General Fund’s Unassigned Fund Balance and from the Electric Fund’s Fund Balance.

**NOW, THEREFORE, BE IT ORDAINED** by City Council duly assembled the \_\_\_\_\_ day of \_\_\_\_\_, 2022, that the FY 2022 budget be amended (“Second Amendment”) to incorporate the following supplemental appropriation from the Unassigned Fund Balance of the General Fund to increase the local cash match required for the EDA grant (EDA Control No. 118831) related to the Secondary Water Sedimentation Basin at the Water Treatment Plant and the increase in Workers’ Compensation for the Water, Wastewater, Stormwater, and Waste Management funds for a total of \$494,758.00.

**BEING FURTHER ORDAINED** by City Council to transfer funds from the Electric Fund’s Fund Balance to cover the increase in Workers’ Compensation for a total of \$32,410.00.

**BEING FURTHER ORDAINED** by City Council to transfer funds from the American Rescue Plan Special Revenue Fund Unassigned Fund Balance to cover the RIA grant match and increase costs related to the Maryville Lift Station Project for a total of \$134,132.00.

| <b>Fund</b>               | <b>Original<br/>Appropriation</b> | <b>First<br/>Amendment</b> | <b>Second<br/>Amendment</b> | <b>Total Amended<br/>Budget</b> |
|---------------------------|-----------------------------------|----------------------------|-----------------------------|---------------------------------|
| General Fund              | \$12,166,663.00                   | \$0.00                     | \$494,758.00                | \$12,661,421.00                 |
| Debt Service              | \$145,000.00                      | \$0.00                     | \$0.00                      | \$145,000.00                    |
| Capital Projects Reserve  | \$1,311,750.00                    | \$0.00                     | \$0.00                      | \$1,311,750.00                  |
| State Accommodations Tax  | \$100,250.00                      | \$0.00                     | \$0.00                      | \$100,250.00                    |
| Local Hospitality/A Tax   | \$928,509.00                      | \$0.00                     | \$0.00                      | \$928,509.00                    |
| Electric Fund             | \$12,483,067.00                   | \$0.00                     | \$32,410.00                 | \$12,515,477.00                 |
| Water Fund                | \$3,382,650.00                    | \$0.00                     | \$0.00                      | \$3,382,650.00                  |
| Wastewater Fund           | \$4,067,653.00                    | \$0.00                     | \$134,132.00                | \$4,201,785.00                  |
| Stormwater Fund           | \$1,870,918.00                    | \$0.00                     | \$0.00                      | \$1,870,918.00                  |
| Waste Management Fund     | \$941,000.00                      | \$0.00                     | \$0.00                      | \$941,000.00                    |
| Seized and Forfeited      | \$34,613.00                       | \$0.00                     | \$0.00                      | \$34,613.00                     |
| ARPA Special Revenue Fund | \$0.00                            | \$2,176,075.95             | \$0.00                      | \$2,176,075.95                  |
|                           | <u>\$37,432,073.00</u>            | <u>\$2,176,075.95</u>      | <u>\$661,300.00</u>         | <u>\$40,269,448.95</u>          |

**DONE AND ENACTED** by City Council duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**ATTEST:**

\_\_\_\_\_  
Stephanie Buccione  
City Clerk

\_\_\_\_\_  
Carol Jayroe  
Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Elise F Crosby  
City Attorney

First Reading: March 17, 2022  
Second Reading: April 21, 2022  
Public Hearing: April 21, 2022

Attachment: Second Budget Amendment FY2022 04.21.2022 (3536 : Second Budget Amendment FY2002 04.21.2022)

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE

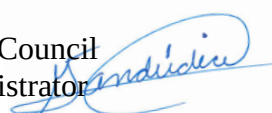


COUNCIL MEMBERS  
AL JOSEPH  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Executive Offices  
(843) 545-4001

### Council Memorandum #3-1 (2022)

**To:** Mayor Carol Jayroe and Members of Council  
**Prepared by:** Sandra E. Yúdice, Ph.D., City Administrator   
**Department:** Administration  
**Date Prepared:** March 8, 2022  
**Subject:** Reallocation of appropriation and Second Budget Amendment to cover shortfalls  
**CC:** John Barfield, Finance Director  
 Tammy Kinsley, Planning and Community Development Director

It has come to my attention that there are shortfalls in the following:

- Municipal Court:
  - Due to unanticipated increases in indigent defense cases/workload due to COVID-19 pandemic.
- Workers' Compensation (WC) allocations in each department under the General Fund and Enterprise Funds
  - Due to increases at the State level by 43.6% for the first six months of FY2022, and 33.13% for the second six months of FY2022, that staff was not aware at the time of budget preparation.
- Additional legal fees:
  - Unanticipated legal fees are expected to increase in FY 2022.

To further consider the grant application for the Second Water Sedimentation Basin, the Economic Development Administration (EDA) informed us recently that an additional 10% local match (\$428,500) is required. Lastly, the Maryville Lift Station project is over budget and requires an additional \$134,132.

We can address these shortfalls and the additional 10% local match by reallocating appropriated funds in FY 2022 and by council approving a 2<sup>nd</sup> budget amendment to increase the FY 2022 budget. The former may be completed administratively. The latter needs to follow council's process to approve an ordinance to amend the FY 2022 budget and conduct a public hearing.

#### Reallocation of Funds (Administrative Action)

As part of the FY 2022 budget process, City Council authorized \$363,000 for the CDBG demolition grant to address dilapidated structures in the West End. Please recall that this CDBG is a reimbursable grant and we need to spend the funds first in order to submit reimbursement requests to the State.

Drawer 939  
Georgetown, SC 29442

Attachment: 2022.03.08 #3-1 Reallocation of appropriation and Second Budget Amendment to cover shortfalls (3536 : Second Budget Amendment FY2002



At the time of budget development last year, we anticipated that these funds would have been spent prior to the end of the FY 2022 (i.e., June 30, 2022). However, the Environmental Assessment (EA) was completed on February 16, 2022. The procurement of demolition services could not start prior to the completion of the EA and should be completed in the spring or early summer this year. Therefore, it is expected that the entire appropriation would not be spent before the end of FY 2022. If not spent in FY 2022, the remaining balance of the CDBG demolition grant project will be re-budgeted plus additional funds to supplement it will be included in the proposed FY 2023 budget.

Section 9 (Reallocation of Funds) of the FY 2022 budget ordinance authorizes the City Administrator to:

*administer the budget and to transfer appropriations within and between departments of each fund if necessary to achieve the goals of the Budget. However, no such transfer shall (a) be made from one fund to another fund established pursuant to Section [8] above, or (b) conflict with any previously adopted policy of the City Council. Any change in the budget which would increase or decrease the total of all authorized expenditures must be approved by City Council.*

It is my recommendation to re-allocate \$151,819 from the CDBG grant appropriation to cover the following shortfalls in the General Fund:

| Description                 | Amount       |
|-----------------------------|--------------|
| • Municipal Court           | \$25,000.00  |
| • Workers' Compensation     | \$76,819.00  |
| • Additional legal expenses | \$50,000.00  |
| Total re-allocation         | \$151,819.00 |

This reallocation of funds will not have a fiscal impact in the current budget.

#### **Transfer of General Fund's Unassigned Fund Balance and Electric Fund's Fund Balance (Council Action)**

Section 12 (Future Adjustments) of the FY 2022 budget ordinance requires City Council to take action:

*In the event that unforeseen expenditures become necessary during the FY 2022 and such expenditures would cause appropriations of a fund to be exceeded in total, an ordinance amending the original Budget will be necessary to appropriate additional funds.*

We need to cover shortfalls in the enterprise funds Workers' Compensation and the additional 10% local match that EDA requires. Therefore, City Council must approve transfers from fund balance through an amending ordinance for the FY 2022 budget as follows:

| Description                               | Transfer From                                     | Amount       |
|-------------------------------------------|---------------------------------------------------|--------------|
| Additional 10% local match for EDA grant  | General Fund Unassigned Fund Balance              | \$428,500.00 |
| Additional ARPA funding needed            | ARPA Special Revenue Fund Unassigned Fund Balance |              |
| • Wastewater Fund, Maryville Lift Station |                                                   | \$134,132.00 |
| Workers' Compensation Shortfalls:         |                                                   |              |
| • Electric Fund                           | Electric Fund – Fund Balance                      | \$32,410.00  |
| • Water Fund                              | General Fund Unassigned Fund Balance              | \$11,712.00  |
| • Wastewater Fund                         | General Fund Unassigned Fund Balance              | \$9,501.00   |
| • Stormwater Fund                         | General Fund Unassigned Fund Balance              | \$8,736.00   |
| • Waste Management Fund                   | General Fund Unassigned Fund Balance              | \$36,309.00  |
|                                           | Total Transfers                                   | \$661,300.00 |

We are planning on including the amending ordinance for FY 2022 in the agenda for the March 17, 2022 meeting. Please let me know if you have any questions.



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## INFORMATION ITEM

DOC ID: 3535

**Council Meeting Date:** 17 March 2022  
**Department:** Finance  
**Issue Under Consideration:** FY22 2nd Qtr DMO Report

**Georgetown Business Association  
City of Georgetown  
Designated Marketing Organization FY 21-22  
Quarterly Report Ending September 30, 2021**

**Quarterly Summary**

**Marketing Firm:**

- We are reaching approximately 10,000 visitors monthly on our website.
- Our following on Facebook continues to grow having over 5,000 page likes.
- We continue to reach over 250,000 people with our Facebook ads.
- Our commercial is being streamed in Myrtle Beach, Charleston area, Beaufort, Charlotte area and Savannah. Approximately 70,000-73,000 impressions are achieved.
- Our social media reach through Facebook and Instagram equates to approximately 4.1 million impressions to 1.1 million people in South Carolina, North Carolina and Georgia.
- Advertising through Google is showing 8.5 million impressions with 11,000 clicks across Google's search and display networks.

**SCPRT:**

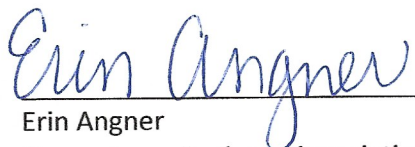
- A paid ad was done with SC State Parks, and we were part of the SC State Parks Newsletter. The Georgetown column contributed 5.3% of the total clicks for the email sent by SC State Parks resulting in 262 clicks.

**Expenditures Paid with DMO Funds:**

- Payment to Three Ring Focus for management of projects, social media and content creation.
- Payment to Myrtle Beach Outdoor for billboard located south of Georgetown. This was mistakenly paid with A-tax money. Reimbursement from the H-Tax account was given with a payment of \$300 due to the billboard not being 50 miles outside of Georgetown.
- Payment to Three Ring Focus for management of projects, social media and content creation.
- Payment to WMBF News for commercial streaming with a 50+ mile radius.

**Attached:**

- ✓ Financial Profile
- ✓ Invoice (s)
- ✓ Canceled Check(s) shown on bank statement



Erin Angner  
Georgetown Business Association



# CITY OF GEORGETOWN

## FY 2021-2022 ACCOMMODATIONS

### FINANCIAL PROFILE

Documentation of expenses paid (invoices and checks) required.

Project Name:

FY 21-22 Designated Marketing Organization (DMO)

Applicant:

Georgetown Business Association

#### Designated Marketing Organization

| Description                                      |                                                            | Q1               | Q2           | Q3       | Q4       | (b)<br>Project Actual |
|--------------------------------------------------|------------------------------------------------------------|------------------|--------------|----------|----------|-----------------------|
| <b>Income:</b>                                   |                                                            |                  |              |          |          |                       |
| Balance from FY 20-21                            |                                                            | 6,345.75         |              |          |          | 6,345.75              |
| City Accommodation Tax - Fourth Quarter FY 20-21 |                                                            | 17,814.15        |              |          |          | 17,814.15             |
| City Accommodation Tax - First Quarter           |                                                            |                  | 8,865        |          |          | 8,864.70              |
| Reimbursement from City for Billboard            |                                                            |                  | 300          |          |          | 300.00                |
| City Accommodation Tax - Second Quarter          |                                                            |                  |              |          |          | -                     |
| City Accommodation Tax - Third Quarter           |                                                            |                  |              |          |          | -                     |
| City Hospitality Tax - FY22 Budgeted             |                                                            |                  |              |          |          | -                     |
| <b>Total Income</b>                              |                                                            | <b>24,159.90</b> | <b>9,165</b> | <b>-</b> | <b>-</b> | <b>33,324.60</b>      |
| <b>Expenditures:</b>                             |                                                            |                  |              |          |          |                       |
| Q1 Total Expenditures                            |                                                            | 17,221.33        |              |          |          | 17,221.33             |
| Inv. #8051                                       | Three Ring Focus: Social Media/Ad & Project Mngmt, Content |                  | 2,000        |          |          | 2,000.00              |
| Inv. #19657                                      | Myrtle Beach Outdoor: Billboard                            |                  | 150          |          |          | 150.00                |
| Inv. #19597                                      | Myrtle Beach Outdoor: Billboard                            |                  | 150          |          |          | 150.00                |
| Inv. #8179                                       | Three Ring Focus: Social Media/Ad & Project Mngmt, Content |                  | 2,000        |          |          | 2,000.00              |
| Inv. #8289                                       | Three Ring Focus: Social Media/Ad & Project Mngmt, Content |                  | 2,000        |          |          | 2,000.00              |
| Inv. 2191377-2                                   | WMBFNews - TV Commercial Streaming 50+ Miles               |                  | 1,000        |          |          | 1,000.00              |
| <b>Total Expenditures</b>                        |                                                            | <b>17,221.33</b> | <b>7,300</b> | <b>-</b> | <b>-</b> | <b>24,521.33</b>      |
| <b>Balance</b>                                   |                                                            |                  |              |          |          | <b>8,803.27</b>       |

\*Q4 is usually received end of July, so it is included in the next FY income



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### ACTION ITEM

DOC ID: 3525

|                                   |                                                                                                                                                                                                                                |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                                                                  |
| <b>Department:</b>                | Police Department                                                                                                                                                                                                              |
| <b>Issue Under Consideration:</b> | Motion to approve purchasing one Switch Gear System from Shoreline Power Services, Inc for the Police Department's generator in the amount of \$75,000.00 (Phase 1) and \$62,300.00 (Phase 2) using FY2022 CIP budgeted funds. |
| <b>Amount Requested:</b>          | \$137,300.00                                                                                                                                                                                                                   |
| <b>Is Item in Current Budget?</b> | Yes                                                                                                                                                                                                                            |
| <b>If no, please explain:</b>     |                                                                                                                                                                                                                                |
| <b>Financial Impact:</b>          | \$137,300.00                                                                                                                                                                                                                   |
| <b>Points to Consider:</b>        | To replace the outdated Switch Gear System for the generator at the Police Department in order to maintain power throughout the Law Enforcement Center.                                                                        |
| <b>Options:</b>                   | Approve or Not Approve                                                                                                                                                                                                         |
| <b>Staff Recommendation:</b>      | Staff recommends approval for the purchase of one Switch Gear System for the Police Department's generator.                                                                                                                    |

#### Reviews:

William Pierce Completed 03/04/2022 11:11 AM  
 John Barfield Completed 03/04/2022 3:27 PM  
 Sandra E. Yudice Ph.D. Completed 03/04/2022 3:30 PM  
 Stephanie Buccione Completed 03/10/2022 10:43 AM  
 Georgetown City Council Pending 03/17/2022 5:30 PM

#### Attachments:

1. 1 GPD - 2022 Switch Gear System (PDF)

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS

JONATHAN ANGNER  
JIM CLEMENTS  
AL JOSEPH  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Georgetown Police Department  
William Pierce, Jr, Chief of Police  
Office: (843) 545-4300  
Fax: (843) 520-5848

## MEMORANDUM

**To: Chief William Pierce**  
**From: Nelson E. Brown**  
**Date: March 05, 2022**  
**Subject: Shoreline Power Services/American Switch Gear**

This is a sole source purchase/repair. As you are aware Metro Electric installed the generator switch gear when the building was built. Metro Electric does not service or repair the generator or the switch gear. They referred us to Blanchard Machinery who services the generator. They only service the generator and have nothing to do with the switch gear. Blanchard refers their customers to American Switch Gear as they are the only company locally that has the expertise and equipment to do the diagnostic and repair work. American Switchgear has been doing or repair/service work as a sole source provider since we took over the building 18 years ago.

American Switch Gear is an authorized General Electric repair company based out of Charlotte NC. Our switch gear is manufactured by General Electric.

This repair project has been in the process for the last 10 years and has been pushed back in the CIP due to funding issues. The original cost of the project was approximately \$100,000 and that cost has increased to \$137,300.00. There have been a number of meetings on-site with company representatives and GE engineers to get this project ready for a purchase order to be issued for the project. American Switch Gear has partnered with Shoreline Power Services located Charleston S.C. to provide the repair/replacement services. Due to equipment availability the project will have to be completed in two phases. The first phase will be the installation of the SCADA system in the amount of \$75,000.00 and phase two will be the installation of the switch gear in the amount of \$62,300.00. The switch gear has to be built to the engineered specification of our system and will take approximately 40 weeks to build.

Drawer 939  
Georgetown, SC 29442

Attachment: GPD - 2022 Switch Gear System (3525 : GPD 2022 - Switch Gear System Replacement)

We have conferred with our City Electric Department and they have been involved in the planning and development of the project. Allen Loveless was made aware of logistical support that will be needed to complete the project. This will include by-passing the switch gear control to maintain power to the building. This has been done before when the main breaker had to be replaced.

Our recommendation is to issue the purchase order to Shore Line Power Services partnered with American Switch Gear in the amount of \$137,300.00 to provide the services to replace our switch gear. This is based on their history and knowledge of our Generator/ Switchgear issues, repairs and service work over the years coupled with all of the front end work that has been done to bring this project to fruition. This includes meetings, conference calls, flying in engineers from Chicago Illinois for inspection and recommendations for the replacement our switchgear and meetings with our electric officials. The only other option is to try and find another qualified company that would be willing to do the work for us. However, we believe the costs would be substantially higher due to the work that would have to be re-done to get us to this point in the project. American Switch Gear/ Shoreline Power Services are and have been the recommended companies to perform the requested repairs.





03/04/2022

Captain Brown  
 City of Georgetown South Carolina  
 2222 Highmarket St.  
 Georgetown, SC. 29440

**RE: ATS and SCADA System**

Captain Brown,  
 Shoreline Power Services is pleased to offer you this pricing for a complete electrical system in conjunction with American Switch Gear proposal for the project referenced above. Our pricing is based on a site visit with Brian Reynolds and attached 1 line from Chee Chong for the SCADA system. Please refer to the following scope descriptions and clarifications.

**We have included the following**

- Safe work practices.
- Sales use tax and the electrical permit.
- LOTO of the generator.
- Provide and install new Closed Transition ATS (non-Bypass Isolation) – Lead time on ATS is 40 weeks after ARO.
- New 24" touch screen computer.
- SCADA software and programming.
- 1" conduit with RS485 cable from the new SCADA computer location to ATS and Generator – Cable to be free air ran in LV cable tray above the drop ceiling.
- New 24" touchscreen monitor to remotely monitor and control the ATS including SCADA programming.
- 100va UPS mounted in ATS enclosure.
- Commissioning of the new system and owner training.

**We have not included the following**

- Utility Company energy charges, if any, for temporary and permanent services.
- Performance, labor, or material bonding.
- 120v outlet in ATS for new UPS.
- UPS for new monitor.
- Dumpsters for demo and trash items.
- 3<sup>rd</sup> Party field NETA testing of cables and gear post-installation.

(231) 267-3267 | 6724 East Railway Commons | Williamsburg, MI 49690  
 (616) 644-5003 | 412 Goode Ave – Unit 5 | Cadillac, MI 49601  
 (616) 241-6330 | 3535 Roger B. Chaffee Blvd | Grand Rapids, MI 49548  
 (843) 709-3812 | 2467 Savannah Hwy Suite 200 | Charleston, SC 29414

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- Evening, weekend, or holiday working hours.
- Cutting or patching of concrete.

03/04/2022

**RE: ATS and SCADA System**

|           |             |
|-----------|-------------|
| • Phase 1 | \$75,000.00 |
| • Phase 2 | \$62,300.00 |

**Phase 1 to consist of conduit and wiring to ATS from Monitor location along with software development of SCADA program.**

**Phase 2 to consist of upgrading of ATS internals, installation of 24" touchscreen, commissioning and owner training.**

**Shoreline Power will progress bill as work is completed. Once software is developed we will invoice along with conduit and wire installation once completed.**

Thank you for the opportunity to participate in this project. We look forward to being a part of the project team. Our work will be completed in accordance with your schedule. This quote is good for thirty days. Please do not hesitate to call if you have any questions.

Sincerely,



**Sean Lehn**

(231) 267-3267 | 6724 East Railway Commons | Williamsburg, MI 49690  
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Attachment: GPD - 2022 Switch Gear System (3525 : GPD 2022 - Switch Gear System Replacement)

Shoreline Power Services  
843-709-3812

03/04/2022

## RE: ATS and SCADA System

This proposal clearly sets forth the scope of work for the indicated project and I agree with all terms and conditions.

Accepted by:

Title:

Date:

### Terms and Conditions

1. An instruction to carry out work, whether written or verbal, shall be taken as acceptance of these terms and conditions unless the work is the subject of another written contract, the terms of which supersede these.
2. **Definition and basis of pricing**
  - a) An estimate is an approximate price, calculated with reasonable care from available information, which may be given as a range or percentage variation. It constitutes an offer to do the work within the price range. This will be used where an exact price is not required or is impossible to give due to lack of information.
  - b) A quotation is an offer to do the work specified at the price quoted.

Once either a quotation or an estimate is accepted by the client it is to be taken as a contract between the company and the client.

  - c) **Schedule of work.** An estimate or quotation will be calculated from the schedule of work or information supplied by the client. This schedule is the basis of the contract and clients are advised to check the schedule carefully to ensure that it is what they require.
3. **Conditions**
  - a) The price is based on normal working hours, Monday to Friday, unless otherwise stated.
4. **Variations**
  - a) Unless otherwise stated in the estimate or quotation all variations in labor and/ or material costs subsequent to the date of the estimate or quotation may be passed on to the client.
  - b) Variations or additional work required shall be detailed by the client as early as possible. Ideally, this will enable a price variation to be prepared and accepted. Instructions for work to proceed, before such acceptance, shall be required in writing and taken to mean acceptance of charges.
  - c) Should variations be necessary and the client not available, the work will be carried out in the manner Shoreline considers to best solve the problem. Any such variation will be chargeable to the client unless expressly forbidden by the client in writing.
5. **Payment**
  - a) Unless otherwise stated in the estimate or quotation, payment shall be due on receipt of invoice, which shall be submitted on completion of work.
  - b) Should the period of work be extended, monthly invoices for work done and materials supplied or specially ordered and held will be submitted. Payment of these shall be due on receipt of invoice.
  - c) Materials supplied shall remain the property of the company until paid in full.
  - d) If any invoice is not paid when due, Shoreline Power Services, Inc. may charge a finance charge equal to 1.5% per month from the date of the invoice until paid. Should Shoreline Power Services, Inc., initiate any action to force collection of any sums due, the client agrees to pay all costs incurred by Shoreline Power Services, Inc., in the collection including reasonable attorney fees.
6. **Disputed Invoices and Late Payment**

Client shall pay all invoices within 30 days after receipt. If Client disputes an invoice or any part thereof, Client shall, within 10 days after receipt of the invoice, notify Shoreline of the item disputed, specifying the reason for the dispute. Payment of the disputed amount may be withheld until a resolution with Shoreline but timely payment must be made of any undisputed portion. Any sums (including amounts ultimately paid with respect to a disputed invoice) not paid within the above specified days shall bear interest at the rate of 1.5% per month, or the maximum legal rate, from the due date until paid. If the Client does not pay any undisputed items within the above stated time, Shoreline may suspend operations or terminate this contract.
7. **Time of Completion**

Shoreline Power Services, Inc., shall endeavor to carry out the work in accordance with the dates specified on the estimate or quotation, or if no dates are specified, within a reasonable period of time. However, Shoreline Power Services, Inc. cannot be held responsible for any losses, damage or increase in cost due to delays beyond its control.
8. **Warranty**

Shoreline Power Services, Inc. warrants all workmanship provided by our employees for one (1) year from the date of installation. Parts provided by others or installation is done by others are expressly excluded from this warranty. This warranty doesn't include items damaged by acts of nature, misuse or abuse. Electronic devices, luminaries and appliances are excluded from this warranty but will be covered by the manufacturer's warranty.

On receipt of notice in writing of any claimed defect within the 1-year time frame, Shoreline Power Services, Inc. agrees to correct all defective work it performed. Any claim for breach of warranty must be made in writing. The implementation of this warranty shall only be carried out by the company staff or persons instructed by Shoreline Power Services, Inc. No responsibility is accepted for repairs or alterations performed by anyone other than Shoreline Power Services, Inc.

Shoreline Power Services, Inc., shall not be responsible for any losses incurred by the client using the equipment before work contemplated by this contract is completed. Shoreline Power Services, Inc. shall not be liable for any damage or losses incurred as a result of the failure of any work provided by Shoreline Power Services, Inc., resulting from a design provided by the client.

Shoreline Power Services, Inc.'s liability for claims of any kind is limited to the purchase price of the product or services to be provided by Shoreline Power Services, Inc. to the client.

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS AND IMPLIED WARRANTIES WHATSOEVER, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, AND THOSE ARISING OUT OF COURSE

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9. **Safety**

Shoreline Power Services, Inc., will ensure project site safety for its own employees ensuring that they are adequately trained, supervised and provided with the needed protective equipment to safely do their job. Shoreline Power Services, Inc., has agreed to perform its work under the scope of this contract with the understanding that the job site will be a safe environment for its employees and that all OSHA regulations and requirements are complied with on the job site by all contractors, subcontractors, employees, etc. In the event Shoreline Power Services, Inc., discovers an environment on the job site that is not compliant with OSHA regulations and requirements or is otherwise unsafe, Shoreline Power Services, Inc., reserves the right to cease all work until such time that client can provide proof that the unsafe conditions are remedied to the satisfaction of Shoreline Power Services, Inc.

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### ACTION ITEM

DOC ID: 3519 A

|                                   |                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                                                                                                                                                             |
| <b>Department:</b>                | Police Department                                                                                                                                                                                                                                                                                                         |
| <b>Issue Under Consideration:</b> | Motion to approve purchasing a 2022 Ford Police Interceptor Utility AWD vehicle under Stated Contract # 4400027201 for the Georgetown Police Department in the amount of \$34,153.00 from Santee Automotive and equipment package in the amount of \$17,163.72 from Mobile Communications America with FY2021-2022 funds. |
| <b>Amount Requested:</b>          | \$51,316.72                                                                                                                                                                                                                                                                                                               |
| <b>Is Item in Current Budget?</b> | Yes                                                                                                                                                                                                                                                                                                                       |
| <b>If not, please explain:</b>    |                                                                                                                                                                                                                                                                                                                           |
| <b>Financial Impact:</b>          | \$51,316.72                                                                                                                                                                                                                                                                                                               |
| <b>Points to Consider:</b>        | Vehicle and equipment needed to maintain patrol operations.                                                                                                                                                                                                                                                               |
| <b>Options:</b>                   | Approve or Not Approve                                                                                                                                                                                                                                                                                                    |
| <b>Staff Recommendation:</b>      | Staff recommends approval for the purchase of one vehicle and equipment package.                                                                                                                                                                                                                                          |

#### Reviews:

William Pierce Completed 03/03/2022 10:38 AM  
 John Barfield Completed 03/03/2022 2:28 PM  
 Sandra E. Yudice Ph.D. Completed 03/04/2022 1:35 PM  
 Stephanie Buccione Completed 03/10/2022 9:51 AM  
 Georgetown City Council Pending 03/17/2022 5:30 PM

#### Attachments:

1. 1 GPD - 2022 CIP Vehicle and Equipment Purchase (PDF)



#3517  
**QUOTE**

10.B.1

**Santee Automotive LLC**  
2601 Paxville Highway  
Manning, South Carolina 2910  
United States

Phone: 1-888-853-5331  
Fax: 1-888-853-5331  
info@santeefleet.com

CIP

**BILL TO**  
**City of Georgetown**  
Captain Nelson Brown  
1134 N Fraser Street  
Georgetown, South Carolina  
29440  
United States

843-241-4188  
brownN@cog.sc.com

**SHIP TO**  
2222 Highmarket Street  
Georgetown, South Carolina SC  
United States  
(843)545-4392

**Estimate Number:** 20256  
**Estimate Date:** January 11, 2022  
**Expires On:** April 30, 2022  
**Grand Total (USD):** \$34,153.00

| Items                                                                                                                                                                                                                                                                                                                                                                   | Quantity | Price       | Amount             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|--------------------|
| <b>Ford Police Interceptor Utility AWD</b><br>State Contract: 4400027201<br>2022 Ford Police Interceptor AWD<br>3.3L V6 TI-VCT Engine<br>10 Speed Auto Transmission<br>Police Interior<br>4 Keys with Fobs<br>Cloth Bucket Front Seats<br>Vinyl Rear Seats<br>Vinyl Flooring<br>Driver's Side Spotlight<br>Rear Camera<br>Bluetooth<br>Class III Trailer Hitch Receiver | 1        | \$33,418.00 | \$33,418.00        |
| <b>Ford Police Interceptor Utility Wheel Covers</b><br>Add full wheel cover to Ford Police Interceptor Utility (65L)                                                                                                                                                                                                                                                    | 1        | \$135.00    | \$135.00           |
| <b>Vehicle Delivery</b>                                                                                                                                                                                                                                                                                                                                                 | 1        | \$100.00    | \$100.00           |
| <b>Vehicle Sales Tax</b><br>South Carolina Vehicle Sales Tax/Infrastructure<br>Maintenance Fee                                                                                                                                                                                                                                                                          | 1        | \$500.00    | \$500.00           |
| <b>Total:</b>                                                                                                                                                                                                                                                                                                                                                           |          |             | \$34,153.00        |
| <b>Grand Total (USD):</b>                                                                                                                                                                                                                                                                                                                                               |          |             | <b>\$34,153.00</b> |

Attachment: GPD - 2022 CIP Vehicle and Equipment Purchase (3519 : GPD - 2022 - CIP Vehicle and Equipment Purchase)





MOBILE COMMUNICATIONS AMERICA, INC.  
1330 ENTERPRISE AVE  
MYRTLE BEACH, SC 29577  
Phone: 843-444-1199  
Fax:

## QUOTATION

Page 1

**331000873**

**Bill To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Ship To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Contact: AP**

**Contact #:**

**Contact: AP**

**Contact #:**

**CIP**

| Date: 02/03/2022              |                   | Customer #: 5040000550                                                                        |     | Terms: NET 30 DAYS |          |  |
|-------------------------------|-------------------|-----------------------------------------------------------------------------------------------|-----|--------------------|----------|--|
| Qty                           | Item              | Description                                                                                   | U/M | Unit Price         | Extended |  |
| (1) 2022 FORD EXPLORER PATROL |                   |                                                                                               |     |                    |          |  |
| 1                             | ETSS100J          | 100J Series Composite Speaker w/ Universal Bail Bracket - 100 watt                            | EA  | 135.00             | 135.00   |  |
| 1                             | 425-6508          | P1-UTILITY 2020-CONSOLE FORD (14' FP) WITH FACEPLATES                                         | EA  | 499.25             | 499.25   |  |
| 1                             | 425-3704          | ABS Dual Cup Holder Faceplate Mount (4")                                                      | EA  | 60.77              | 60.77    |  |
| 1                             | 425-2250          | Side Sliding Armrest for PI Utility 2020                                                      | EA  | 75.00              | 75.00    |  |
| 1                             | 425-6164          | 2 POWER, 2 USB HOLE MOUNTING PLATE                                                            | EA  | 105.74             | 105.74   |  |
| 1                             | 36-2125           | Push Bumper for a 2020 Ford PI                                                                | EA  | 375.00             | 375.00   |  |
| 1                             | 36-6005SMP2       | WESTIN 23.5 TWO LIGHT CHANNEL PB ELITE MR6                                                    | EA  | 35.00              | 35.00    |  |
| 1                             | HAF4013A          | 7/8/900 MHZ WIDEBAND LOW PROFILE, 3DB GA                                                      | EA  | 43.00              | 43.00    |  |
| 1                             | 475-0767          | PI Utility 2020+ Single Cell Package Ford                                                     | EA  | 1,796.51           | 1,796.51 |  |
| 1                             | SS-SUBCONTRACT-TX | VEHICLE WRAP                                                                                  | EA  | 900.00             | 900.00   |  |
| 1                             | 475-1529          | Gun Rack - Single Weapon, Rear Hatch Mounted (GR4-ZRT-870-PI-UTILITY 2020+)                   | EA  | 343.64             | 343.64   |  |
| 1                             | ENFLB00QXN-0AK    | 54" NFORCE LED Lightbar BW BA                                                                 | EA  | 1,895.00           | 1,895.00 |  |
| 2                             | EMPS4001S-E       | 4" MPOWER HD WITH STUD MOUNT 12 LED                                                           | EA  | 98.83              | 197.66   |  |
| 4                             | EMPS4001R-B       | 4IN MPOWER BLUE STUD MOUNT                                                                    | EA  | 93.38              | 373.52   |  |
| 2                             | PMP2WSDDDB        | Dual Window Shroud Kit for 4" Light w/ Stud Mount - Black                                     | EA  | 18.00              | 36.00    |  |
| 1                             | EMPS2001A-A       | 4 inch Quick Mount Amber                                                                      | EA  | 93.38              | 93.38    |  |
| 2                             | EMPS2001A-B       | 4" mpower Fascia with Quick 8 LED 9-32V SAE w/1.5' Pigtail Black Housing with Clear Lens BLUE | EA  | 93.38              | 186.76   |  |
| 1                             | PMP2BRK2LPF       | License Plate Frame Kit, includes frame & mounting hardware (for use with 4" lights)          | EA  | 30.00              | 30.00    |  |

Attachment: GPD - 2022 CIP Vehicle and Equipment Purchase (3519 : GPD - 2022 - CIP Vehicle and Equipment Purchase)



MOBILE COMMUNICATIONS AMERICA, INC.  
1330 ENTERPRISE AVE  
MYRTLE BEACH, SC 29577  
Phone: 843-444-1199  
Fax:

## QUOTATION

Page 2

**331000873**

**Bill To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Ship To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Contact: AP**

**Contact #:**

**Contact: AP**

**Contact #:**

| Date: 02/03/2022 |                 | Customer #: 5040000550                                                                                                          |     | Terms: NET 30 DAYS |          |  |
|------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------|-----|--------------------|----------|--|
| Qty              | Item            | Description                                                                                                                     | U/M | Unit Price         | Extended |  |
| 1                | VI-FR           | VEHICLE INS/REM LABOR ONLY                                                                                                      | EA  | 1,100.00           | 1,100.00 |  |
| 1                | GOLDEN EAGLE II | GOLDEN EAGLE II                                                                                                                 | EA  | 1,750.13           | 1,750.13 |  |
| 1                | PJ722           | BROTHER POCKET JET PRINTER                                                                                                      | EA  | 389.14             | 389.14   |  |
| 1                | LB3692          | PRINTER POWER ADAPTER                                                                                                           | EA  | 27.15              | 27.15    |  |
| 1                | PSLVBK01        | Bracket Kit, Explorer                                                                                                           | EA  | 35.00              | 35.00    |  |
| 1                | 425-0150        | Mamba Console Side Mount<br>PRINTER MOUNT                                                                                       | EA  | 338.40             | 338.40   |  |
| 4                | ELUC3H010B      | Universal UnderCover Screw-In LED Insert<br>Single Light Kit, 9-32 Vdc w/ 10' 5-wir<br>e harness: includes insert, Lens #1 (Ext | EA  | 65.85              | 263.40   |  |
| 1                | IV-4RE-SH-PX-10 | 4RE Standard DVR with HD Panoramic Front<br>Camera, Cabin Camera<br>REF MOTOROLA QUOTE R11-0362-01                              | EA  | 5,170.00           | 5,170.00 |  |

**Accepted By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please contact customer representative by phone or email with any questions:

Customer Rep: Chris Nugent

Phone #: 843-455-9367

Email: chrisnugent@callmc.com

Subtotal : \$16,254.45  
Tax : \$909.27  
Total Quote : \$17,163.72

Effective August 1, 2018, all credit card payments are subject to a 2% convenience fee

Quote Valid for 30 Days.





## MOBILE COMMUNICATIONS AMERICA INC. TERMS AND CONDITIONS

**MCA** & "Company" shall mean Mobile Communications America, Inc. "Customer" & "Buyer" shall mean the customer named herein & "Products" shall collectively mean the equipment, parts, services & software referred to in the agreement.

**CONDITIONS OF ACCEPTANCE OF ORDER:** Mobile Communications America, Inc.'s acceptance of this order is expressly conditioned upon buyer's consent to the terms and conditions of sale as contained herein. This Agreement contains all of the terms and conditions of this purchase and sale. If these terms and conditions are not acceptable to buyer, buyer must so notify MCA prior to order placement by specific written objection. Buyer's consent to these terms and conditions will be inferred upon buyer's acceptance of a quote from MCA unless written objections are received prior to order placement. No waiver, alteration or modification of this Agreement shall be binding on MCA unless in writing and signed by an Executive officer of MCA.

**CANCELLATION:** In case of cancellation prior to delivery, customer will be charged and agrees to pay 20% of the total order, and in addition, pre-site and/or engineering charges as quoted, or at prevailing rates, will be invoiced to Customer. The order is not cancelable after delivery. Cancellations must be provided in writing. Special order items may not be cancelable depending on third party vendor terms and conditions. Programmed equipment is not returnable according to some Manufacturer's guidelines & therefore a cancellation or return may not be accepted by MCA in these instances.

**DELIVERY:** Unless otherwise specifically provided, delivery of all items shall be FOB seller's shipping facility or at seller's option, FOB point of manufacture. Ground shipment charges will be prepaid and added to invoice. Title and risk of loss or damage shall pass to buyer upon seller's delivery of the goods to a common carrier or other delivery agency for shipment to buyer. Standard commercial packing for domestic ground shipment is included in the FOB price. Insurance is not included in the price unless requested by buyer at the time of order placement. It shall be the responsibility of the buyer to file claims with the carrier for loss or damage to goods while in transit. Absent specific instructions, we will select the carrier for shipment, but by doing so, will not thereby assume any liability in connection with shipment nor shall the carrier in any way be construed to be our agent. MCA shall not be liable for any damages or penalty for delay caused solely by transportation or failure to give notice of such delay. The seller shall not be responsible for any failure to perform due to causes beyond its reasonable control, such as, but not limited to, acts of God, acts of the buyer, acts of civil or military authority, judicial action, default of subcontractors or vendors, priorities, labor disputes, accident, failure or delays on transportation, and inability to obtain necessary labor or materials. In the event of any delay due to such causes, or other difficulties, (whether or not similar in nature to any of those specified) the date of delivery shall be extended for a period equal to the time lost.

**SHORTAGES AND DEFECTS:** Buyer will be deemed to have accepted the Products upon shipment unless MCA is notified in writing of the rejection of any unit of the product. Any claim of shortages or defects must be made within 3 days of delivery. Claims must be provided to seller in writing & must inform MCA of the specific reason for rejection. Buyer shall afford seller prompt and reasonable opportunity to inspect all materials against which any claim is made. Buyer shall not return any equipment to seller without prior authorization. After MCA has reviewed the rejection notice & authorized the return, buyer will return the unit to MCA in the same condition as when it was received. All returns must be in the original container & packing along with all accessories & instructions included must be shipped freight prepaid.

**TERMS AND METHODS OF PAYMENT:** Each shipment shall be considered a separate and independent transaction and payment therefore shall be made accordingly. If installation or shipments are delayed by the buyer, payments shall be made due on the date when the company is prepared to make shipment or to install products. Products held for the buyer shall be at the risk and expense of the buyer. Products shipped as exchanges will be invoiced for full value until the product exchange is complete and product has been returned to MCA in good and working condition, only then will full value credit be given to buyer. If, in the judgment of the seller, the financial condition of the buyer at any time does not justify continuance of performance or shipment on the terms of payment specified, the seller may require full or partial payment in advance. In the event of bankruptcy or insolvency of the buyer, or in the event any proceedings are brought by or against the buyer under the bankruptcy or insolvency laws, the seller shall be entitled to cancel any order then outstanding and shall receive reimbursement for its cancellation charges.

Customer grants to MCA a purchase money security interest in the goods or supplies, including any software provided hereunder, and to the proceeds thereof until the full price and all other liabilities due to MCA are satisfied. Upon payment in full to MCA, title to the goods and supplies shall pass to Customer and MCA's security interest shall be terminated. Any invoiced amount which is not paid in accordance with the terms & conditions of this Agreement shall be considered overdue. MCA shall be entitled, without prejudice to any other rights or remedies, to charge buyer with interest at the rate of 1.5% of total past due amount. Buyer shall not deduct from any invoice any amounts, except such



amounts as are set forth in any written credit memorandum issued by MCA to buyer prior to the due date of the outstanding invoice. Upon any default or breach by Customer hereunder, MCA shall have all of the rights and remedies of a secured party under the Uniform Commercial Code or other applicable law, which rights shall be cumulative. MCA shall have the right to enter Customer's premises and repossess and remove any equipment goods or supplies, including any software, sold hereunder if full payment has not been received by MCA. Any controversy or claims arising under this Agreement or under any contract or order to which the terms and conditions of the Agreement apply, which is not settled by agreement of the parties, shall be exclusively subject to the Laws of the State of Delaware and jurisdiction to which buyer consents shall be exclusively in the courts of the State of Delaware. In the event that MCA brings an action for collection of any overdue amount payable under this contract, buyer shall pay the cost of collection including reasonable attorney's fees.

**STANDARD TERMS:** If Customer has not established preliminary credit with MCA, prepayment of full amount is required.

**STANDARD TERMS WITH CREDIT:**

- A. Up to \$50,000.00 - Net within 30 days after date of invoice.
- B. Over \$50,000.00 require the below Milestone payments:
  - 40% down at order entry
  - 50% at shipment
  - 10% within 30 days of invoice or completion of installation, if applicable.

**NON-STANDARD CREDIT TERMS:** Negotiable prior to order acceptance.

**NON-STANDARD PAYMENT TERMS:** Subject to convenience fees.

- A. Cash
- B. Credit card payments by customers with credit terms with MCA

**LATE FEES:**

If payment is outstanding after a 7 day grace period, 1.5% of the total past due amount will be added to the balance.

All quotations reflect U.S. Dollars.

All payments must be made in U.S. funds.

**TAXES:** The prices stated in this order may not include any provision for sales, use, excise, or similar taxes. The amount of any and all such present or future taxes or other government charges applicable to the goods sold will be added by seller to the sales price and shall be paid by the buyer, unless buyer provides seller with a tax-exemption certificate acceptable to the taxing authority. If MCA is required to pay or bear the burden of any excluded tax, the prices set forth herein shall be increased by the amount of such tax and any interest or penalty assessed, and Customer shall pay to MCA the full payment of any such increase no later than 10 days after receipt of invoiced charges.

**GENERAL:** The buyer shall not assign this order or any interest therein or any rights hereunder without the written consent of the seller, and any such assignment shall be void. In no event shall any claim for special or consequential damages be made by either party. The seller will comply with all applicable federal, state and local laws. Any provisions or conditions of the buyer's order which are in any way inconsistent with or in addition to these standard conditions of sales (except additional provisions specifying quantity, character of the product ordered and shipping instructions) shall not be binding on the seller and shall not be considered applicable to this sale. No additions to or modifications of any of these provisions shall be binding unless made in writing and signed by an executive officer of the seller. All such requests must be made within 10 days after Seller's receipt of the order to receive consideration. The validity hereunder shall be governed by the laws of the State of Delaware. The terms of sale shall be as outlined on this document, any terms or conditions not authorized by MCA will be void.

If any term or provision of this Agreement shall to any extent be held by a court or other tribunal to be invalid, void or unenforceable, then that term or provision shall be inoperative and void insofar as it is in conflict with the law, but the remaining terms and provisions shall nevertheless continue in full force and effect and the right and obligations of the parties shall be construed and enforced as if this agreement did not contain the particular term or provision held to be invalid, void or unenforceable. The failure of MCA to insist, in any one or more instances, upon the performance of any such term, covenant or conditions of this Agreement, or to exercise any right herein, shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant or condition or the future exercise of such right, but the obligation of the Customer with respect to such future performance shall continue in full force and effect.

**PATENT, COPYRIGHT AND TRADEMARKS:**

- A. **COPYRIGHT AND MASK WORKS:** Laws in the United States and other countries preserve for Manufacturers certain exclusive rights, in the Manufacturer's Software, mask works and other works of authorship furnished hereunder, including without limitation the exclusive rights to prepare work derived from same, reproduce copies in same and distribute copies of same. Such Manufacturer's Software, mask works and other works of authorship may be used in and redistributed with only the Equipment





associated with same. No other use, including without limitation, the reproduction, modification, or disassembly of such Manufacturer's Software, mask works and other works of authorship or exclusive rights in same is permitted.

- B. **REVERSE ENGINEERING:** Customer acknowledges Manufacturer's claim that the Manufacturer's Software and Equipment furnished hereunder contain valuable trade secrets of Manufacturer and therefore agrees that it will not translate, reverse engineer, decompile, or disassemble, or make any other unauthorized use of such Manufacturer's Software and Equipment. Since unauthorized use of such Manufacturer's Software and Equipment will greatly diminish the value of such trade secrets.
- C. **LOGOS AND TRADEMARKS:**  
The Products shipped under the Terms and Conditions of the Agreement may carry Manufacturer's logo or such other logo as expressly agreed to by Manufacturer. No buyer, without the express written consent of Manufacturer, shall have the right to use any such trademarks, names, slogans, or designations of Manufacturer in the sales, lease or advertising of any products or on any product. They may also not be used on product containers, component parts, business forms, sales, advertising and promotional materials or any other business supplies or materials whether in writing, orally or otherwise.

**FCC AND OTHER GOVERNMENT MATTERS:** Although MCA may assist in the preparation of FCC License Applications, Customer is solely responsible for obtaining any licenses dictated under the FCC's rules and regulations or required by any other Federal, State or Local government agency. Neither MCA nor any of its employees is an agent of Customer in FCC or other governmental matters.

#### **LIMITATIONS:**

- A. **LIMITATIONS OF MCA LIABILITY:** Except for personal injury and except as provided for in the section "PATENT, COPYRIGHT AND TRADEMARKS", MCA's total liability arising out of or related to this Agreement whether for breach of contract, warranty, MCA's negligence, strict liability in tort, or otherwise, is limited to the price of the particular products sold hereunder with respect to which losses or damages are claimed. Customer's sole remedy is to request in writing that MCA at its option either refund the purchase price or repair or replace products that are not as warranted. In no event whether for breach of contract, warranty, MCA's negligence, strict liability in tort or otherwise, will MCA be liable for incidental, special or consequential damages. This includes, but is not limited to, frustration of economic or business expectations, loss of profits, loss of data, cost of capital, cost of substitute products, facilities, or services, downtime cost, or any claim against Customer by any other party.
- B. **INSURANCE:** It is further understood that MCA is not an insurer and that Customer shall obtain all Insurance, if any, that is desired and that MCA does not represent or warranty that MCA products will avert or prevent occurrences, or the consequences therefrom, which are monitored, detected, or controlled with the use of the products sold herein.
- C. **NO REPRESENTATIONS:** MCA's representatives are only authorized to fill in the blanks on this sales order or quote form with the information requested. Any and all representations, promises or statements by MCA representatives that differ in any way from the Terms and Conditions of this sales order, and any applicable warranties and licenses incorporated herein shall be given no force or effect. The issuance of information, advice, approvals, instructions or cost projections by MCA sales or service personnel or other representatives shall be deemed expressions of personal opinion only and shall not affect MCA and Customer's rights and obligations hereunder, unless that same is in writing and signed by an officer of MCA with the explicit statement that it constitutes an amendment to this Agreement.
- D. **WARRANTY AND DISCLAIMED WARRANTIES:** As part of the Agreement MCA has provided Customer with the equipment Manufacturer's warranty and if applicable, it's Software License and Software Warranty which, to the extent applicable, are incorporated into and made a part of this Agreement. These warranties are given in lieu of all other warranties expressed or implied, which are specifically excluded, including, without limitation, implied warranties of merchantability and fitness for a particular purpose & noninfringement. Customer hereby acknowledges receipt of such warranties and license. Warranties are extended to the original End User of the Products and are not assignable or transferable to any later purchaser. MCA does not warrant that the operation of the products will be uninterrupted or error-free, or that defects in the products will be corrected. No oral or written representations made by MCA or an agent thereof shall create a warranty or in any way increase the scope of this warranty. MCA does not warrant any products that have been operated in excess of specifications, damaged, misused, neglected or improperly installed by another vendor. All labor warranties in relation to installation or repairs made by MCA will be in effect for 30 days after such work is completed. All claims against MCA's labor warranty must be made in writing prior to the end of the 30 day warranty period & must identify specific labor defects. MCA will require a reasonable period to assess and correct the installation or repair warranted. All terms of limitations of MCA's liability under section "Limitations, A" apply to labor as well as product warranties. In addition, labor and travel charges incurred by MCA may not be covered under the Manufacturer's warranty. In such cases, buyer will be responsible for any related charges not covered by the Manufacturer or their warranty. Manufacturer Warranties on equipment, parts and/or software may not cover removal of defective products or reinstallation of repaired/replaced products. Customer shall be responsible for delivering defective products to MCA for warranty service. Customer shall be responsible for reinstallation of repaired/replaced products. MCA reserves the right to charge customer according to MCA's standard rates for any removal or reinstallation under warranty service.

**THIS AGREEMENT AND THE RIGHTS AND DUTIES OF THE PARTIES SHALL BE GOVERNED AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF DELAWARE.**



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

## ACTION ITEM

DOC ID: 3520

|                                   |                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                                                                                                                                                                               |
| <b>Department:</b>                | Police Department                                                                                                                                                                                                                                                                                                                           |
| <b>Issue Under Consideration:</b> | Motion to approve purchasing a 2022 Ford Police Interceptor Utility AWD vehicle under State Contract #4400027201 for the Georgetown Police Department's SRO Grant Program in the amount of \$34,153.00 from Santee Automotive and equipment package in the amount of \$17,163.72 from Mobile Communications America with FY2021-2022 funds. |
| <b>Amount Requested:</b>          | \$51,316.72                                                                                                                                                                                                                                                                                                                                 |
| <b>Is Item in Current Budget?</b> | No                                                                                                                                                                                                                                                                                                                                          |
| <b>If no, please explain:</b>     | SCDPS SRO Program Grant #SR-024-N22022-22 100% reimbursable expense. No matching funds are required.                                                                                                                                                                                                                                        |
| <b>Financial Impact:</b>          | \$51,316.72                                                                                                                                                                                                                                                                                                                                 |
| <b>Points to Consider:</b>        | Vehicle and Equipment needed to maintain patrol operations.                                                                                                                                                                                                                                                                                 |
| <b>Options:</b>                   | Approve or Not Approve                                                                                                                                                                                                                                                                                                                      |
| <b>Staff Recommendation:</b>      | Staff recommends approval for the purchase of one vehicle and equipment package.                                                                                                                                                                                                                                                            |

### Reviews:

William Pierce Completed 03/03/2022 11:08 AM  
 John Barfield Completed 03/03/2022 2:28 PM  
 Sandra E. Yudice Ph.D. Completed 03/04/2022 1:37 PM  
 Stephanie Buccione Completed 03/10/2022 9:51 AM  
 Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. 1 GPD - 2022 SRO Grant Vehicle Purchase (PDF)



# QUOTE

**Santee Automotive LLC**  
2601 Paxville Highway  
Manning, South Carolina 29102  
United States

Phone: 1-888-853-5338  
Fax: 1-888-853-5338  
info@santeefleet.com

SRO

**BILL TO**  
**City of Georgetown**  
Captain Nelson Brown  
1134 N Fraser Street  
Georgetown, South Carolina  
29440  
United States

843-241-4188  
brownN@cog.sc.com

**SHIP TO**  
2222 Highmarket Street  
Georgetown, South Carolina SC  
United States  
  
(843)545-4392

**Estimate Number:** 20256

**Estimate Date:** January 11, 2022

**Expires On:** April 30, 2022

**Grand Total (USD):** \$34,153.00

| Items                                                                                                                                                                                                                                                                                                                                                                   | Quantity | Price       | Amount             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|--------------------|
| <b>Ford Police Interceptor Utility AWD</b><br>State Contract: 4400027201<br>2022 Ford Police Interceptor AWD<br>3.3L V6 TI-VCT Engine<br>10 Speed Auto Transmission<br>Police Interior<br>4 Keys with Fobs<br>Cloth Bucket Front Seats<br>Vinyl Rear Seats<br>Vinyl Flooring<br>Driver's Side Spotlight<br>Rear Camera<br>Bluetooth<br>Class III Trailer Hitch Receiver | 1        | \$33,418.00 | \$33,418.00        |
| <b>Ford Police Interceptor Utility Wheel Covers</b><br>Add full wheel cover to Ford Police Interceptor Utility (65L)                                                                                                                                                                                                                                                    | 1        | \$135.00    | \$135.00           |
| <b>Vehicle Delivery</b>                                                                                                                                                                                                                                                                                                                                                 | 1        | \$100.00    | \$100.00           |
| <b>Vehicle Sales Tax</b><br>South Carolina Vehicle Sales Tax/Infrastructure Maintenance Fee                                                                                                                                                                                                                                                                             | 1        | \$500.00    | \$500.00           |
| <b>Total:</b>                                                                                                                                                                                                                                                                                                                                                           |          |             | \$34,153.00        |
| <b>Grand Total (USD):</b>                                                                                                                                                                                                                                                                                                                                               |          |             | <b>\$34,153.00</b> |

Attachment: GPD - 2022 SRO Grant Vehicle Purchase (3520 : GPD - 2022 SRO Grant Vehicle and Equipment Purchase)



Mobile  
Communications  
America

MOBILE COMMUNICATIONS AMERICA, INC.  
1330 ENTERPRISE AVE  
MYRTLE BEACH, SC 29577  
Phone: 843-444-1199  
Fax:

## QUOTATION

Page 1

**331000875**

Bill To:  
City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

Ship To:  
City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

Contact: AP

Contact #:

Contact: AP

Contact #:

**SRO**

| Date: 02/03/2022                  |                   | Customer #: 5040000550                                                                        |     | Terms: NET 30 DAYS |          |  |
|-----------------------------------|-------------------|-----------------------------------------------------------------------------------------------|-----|--------------------|----------|--|
| Qty                               | Item              | Description                                                                                   | U/M | Unit Price         | Extended |  |
| (1) 2022 FORD EXPLORER PATROL/SRO |                   |                                                                                               |     |                    |          |  |
| 1                                 | ETSS100J          | 100J Series Composite Speaker w/ Universal Bail Bracket - 100 watt                            | EA  | 135.00             | 135.00   |  |
| 1                                 | 425-6508          | P1-UTILITY 2020-CONSOLE FORD (14' FP) WITH FACEPLATES                                         | EA  | 499.25             | 499.25   |  |
| 1                                 | 425-3704          | ABS Dual Cup Holder Faceplate Mount (4")                                                      | EA  | 60.77              | 60.77    |  |
|                                   |                   |                                                                                               |     |                    |          |  |
| 1                                 | 425-2250          | Side Sliding Armrest for PI Utility 2020                                                      | EA  | 75.00              | 75.00    |  |
| 1                                 | 425-6164          | 2 POWER, 2 USB HOLE MOUNTING PLATE                                                            | EA  | 105.74             | 105.74   |  |
| 1                                 | 36-2125           | Push Bumper for a 2020 Ford PI                                                                | EA  | 375.00             | 375.00   |  |
| 1                                 | 36-6005SMP2       | WESTIN 23.5 TWO LIGHT CHANNEL PB ELITE MR6                                                    | EA  | 35.00              | 35.00    |  |
| 1                                 | HAF4013           | ANT 762-870 MHZ 3DB STUBBY THRU HOLE MU                                                       | EA  | 43.00              | 43.00    |  |
| 1                                 | 475-0767          | PI Utility 2020+ Single Cell Package Ford                                                     | EA  | 1,796.51           | 1,796.51 |  |
| 1                                 | SS-SUBCONTRACT-TX | VEHICLE WRAP<br>VEHICLE WRAP                                                                  | EA  | 900.00             | 900.00   |  |
| 1                                 | 475-1529          | Gun Rack - Single Weapon, Rear Hatch Mounted (GR4-ZRT-870-PI-UTILITY 2020+)                   | EA  | 343.64             | 343.64   |  |
| 1                                 | ENFLB00QXN-0AK    | 54" NFORCE LED Lightbar BW BA                                                                 | EA  | 1,895.00           | 1,895.00 |  |
| 2                                 | EMPS4001S-E       | 4" MPOWER HD WITH STUD MOUNT 12 LED                                                           | EA  | 98.83              | 197.66   |  |
| 4                                 | EMPS4001R-B       | 4IN MPOWER BLUE STUD MOUNT                                                                    | EA  | 93.38              | 373.52   |  |
| 2                                 | PMP2WSDDB         | Dual Window Shroud Kit for 4" Light w/ Stud Mount - Black                                     | EA  | 18.00              | 36.00    |  |
|                                   |                   |                                                                                               |     |                    |          |  |
| 1                                 | EMPS2001A-A       | 4 inch Quick Mount Amber                                                                      | EA  | 93.38              | 93.38    |  |
| 2                                 | EMPS2001A-B       | 4" mpower Fascia with Quick 8 LED 9-32V SAE w/1.5' Pigtail Black Housing with Clear Lens BLUE | EA  | 93.38              | 186.76   |  |
| 1                                 | PMP2BRK2LPF       | License Plate Frame Kit, includes frame & mounting hardware (for use with 4"                  | EA  | 30.00              | 30.00    |  |

Attachment: GPD - 2022 SRO Grant Vehicle Purchase (3520 : GPD - 2022 SRO Grant Vehicle and Equipment Purchase)



Mobile  
Communications  
America

MOBILE COMMUNICATIONS AMERICA, INC.  
1330 ENTERPRISE AVE  
MYRTLE BEACH, SC 29577  
Phone: 843-444-1199  
Fax:

## QUOTATION

Page 2

**331000875**

**Bill To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Ship To:**

City Of Georgetown Police Dept  
Po Drawer 939  
Georgetown, SC 29442

**Contact: AP**

**Contact #:**

**Contact: AP**

**Contact #:**

| Date: 02/03/2022 |                 | Customer #: 5040000550                                                                                                          |     | Terms: NET 30 DAYS |          |
|------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------|-----|--------------------|----------|
| Qty              | Item            | Description                                                                                                                     | U/M | Unit Price         | Extended |
|                  |                 | lig<br>hts)                                                                                                                     |     |                    |          |
| 1                | VI-FR           | VEHICLE INS/REM LABOR ONLY                                                                                                      | EA  | 1,100.00           | 1,100.00 |
| 1                | GOLDEN EAGLE II | GOLDEN EAGLE II                                                                                                                 | EA  | 1,750.13           | 1,750.13 |
| 1                | PJ722           | BROTHER POCKET JET PRINTER                                                                                                      | EA  | 389.14             | 389.14   |
| 1                | LB3692          | PRINTER POWER ADAPTER                                                                                                           | EA  | 27.15              | 27.15    |
| 1                | PSLVBK01        | Bracket Kit, Explorer                                                                                                           | EA  | 35.00              | 35.00    |
| 1                | 425-0150        | Mamba Console Side Mount<br>PRINTER MOUNT                                                                                       | EA  | 338.40             | 338.40   |
| 4                | ELUC3H010B      | Universal UnderCover Screw-In LED Insert<br>Single Light Kit, 9-32 Vdc w/ 10' 5-wir<br>e harness: includes insert, Lens #1 (Ext | EA  | 65.85              | 263.40   |
| 1                | IV-4RE-SH-PX-10 | 4RE Standard DVR with HD Panoramic Front<br>Camera, Cabin Camera                                                                | EA  | 5,170.00           | 5,170.00 |

**Accepted By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please contact customer representative by phone or email with any questions:

Customer Rep: Chris Nugent

Phone #: 843-455-9367

Email: chrisnugent@callmc.com

Subtotal : \$16,254.45

Tax : \$909.27

Total Quote : \$17,163.72

Effective August 1, 2018, all credit card payments are subject to a 2% convenience fee

Quote Valid for 30 Days.





Mobile  
Communications  
America



AMERIZON  
THE MCA MARKETPLACE



## MOBILE COMMUNICATIONS AMERICA INC. TERMS AND CONDITIONS

MCA" & "Company" shall mean Mobile Communications America, Inc. "Customer" & "Buyer" shall mean the customer named herein & "Products" shall collectively mean the equipment, parts, services & software referred to in the agreement.

**CONDITIONS OF ACCEPTANCE OF ORDER:** Mobile Communications America, Inc.'s acceptance of this order is expressly conditioned upon buyer's consent to the terms and conditions of sale as contained herein. This Agreement contains all of the terms and conditions of this purchase and sale. If these terms and conditions are not acceptable to buyer, buyer must so notify MCA prior to order placement by specific written objection. Buyer's consent to these terms and conditions will be inferred upon buyer's acceptance of a quote from MCA unless written objections are received prior to order placement. No waiver, alteration or modification of this Agreement shall be binding on MCA unless in writing and signed by an Executive officer of MCA.

**CANCELLATION:** In case of cancellation prior to delivery, customer will be charged and agrees to pay 20% of the total order, and in addition, pre-site and/or engineering charges as quoted, or at prevailing rates, will be invoiced to Customer. The order is not cancelable after delivery. Cancellations must be provided in writing. Special order items may not be cancelable depending on third party vendor terms and conditions. Programmed equipment is not returnable according to some Manufacturer's guidelines & therefore a cancellation or return may not be accepted by MCA in these instances.

**DELIVERY:** Unless otherwise specifically provided, delivery of all items shall be FOB seller's shipping facility or at seller's option, FOB point of manufacture. Ground shipment charges will be prepaid and added to invoice. Title and risk of loss or damage shall pass to buyer upon seller's delivery of the goods to a common carrier or other delivery agency for shipment to buyer. Standard commercial packing for domestic ground shipment is included in the FOB price. Insurance is not included in the price unless requested by buyer at the time of order placement. It shall be the responsibility of the buyer to file claims with the carrier for loss or damage to goods while in transit. Absent specific instructions, we will select the carrier for shipment, but by doing so, will not thereby assume any liability in connection with shipment nor shall the carrier in any way be construed to be our agent. MCA shall not be liable for any damages or penalty for delay caused solely by transportation or failure to give notice of such delay. The seller shall not be responsible for any failure to perform due to causes beyond its reasonable control, such as, but not limited to, acts of God, acts of the buyer, acts of civil or military authority, judicial action, default of subcontractors or vendors, priorities, labor disputes, accident, failure or delays on transportation, and inability to obtain necessary labor or materials. In the event of any delay due to such causes, or other difficulties, (whether or not similar in nature to any of those specified) the date of delivery shall be extended for a period equal to the time lost.

**SHORTAGES AND DEFECTS:** Buyer will be deemed to have accepted the Products upon shipment unless MCA is notified in writing of the rejection of any unit of the product. Any claim of shortages or defects must be made within 3 days of delivery. Claims must be provided to seller in writing & must inform MCA of the specific reason for rejection. Buyer shall afford seller prompt and reasonable opportunity to inspect all materials against which any claim is made. Buyer shall not return any equipment to seller without prior authorization. After MCA has reviewed the rejection notice & authorized the return, buyer will return the unit to MCA in the same condition as when it was received. All returns must be in the original container & packing along with all accessories & instructions included must be shipped freight prepaid.

**TERMS AND METHODS OF PAYMENT:** Each shipment shall be considered a separate and independent transaction and payment therefore shall be made accordingly. If installation or shipments are delayed by the buyer, payments shall be made due on the date when the company is prepared to make shipment or to install products. Products held for the buyer shall be at the risk and expense of the buyer. Products shipped as exchanges will be invoiced for full value until the product exchange is complete and product has been returned to MCA in good and working condition, only then will full value credit be given to buyer. If, in the judgment of the seller, the financial condition of the buyer at any time does not justify continuance of performance or shipment on the terms of payment specified, the seller may require full or partial payment in advance. In the event of bankruptcy or insolvency of the buyer, or in the event any proceedings are brought by or against the buyer under the bankruptcy or insolvency laws, the seller shall be entitled to cancel any order then outstanding and shall receive reimbursement for its cancellation charges.

Customer grants to MCA a purchase money security interest in the goods or supplies, including any software provided hereunder, and to the proceeds thereof until the full price and all other liabilities due to MCA are satisfied. Upon payment in full to MCA, title to the goods and supplies shall pass to Customer and MCA's security interest shall be terminated. Any invoiced amount which is not paid in accordance with the terms & conditions of this Agreement shall be considered overdue. MCA shall be entitled, without prejudice to any other rights or remedies, to charge buyer with interest at the rate of 1.5% of total past due amount. Buyer shall not deduct from any invoice any amounts, except such





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amounts as are set forth in any written credit memorandum issued by MCA to buyer prior to the due date of the outstanding invoice. Upon any default or breach by Customer hereunder, MCA shall have all of the rights and remedies of a secured party under the Uniform Commercial Code or other applicable law, which rights shall be cumulative. MCA shall have the right to enter Customer's premises and repossess and remove any equipment goods or supplies, including any software, sold hereunder if full payment has not been received by MCA. Any controversy or claims arising under this Agreement or under any contract or order to which the terms and conditions of the Agreement apply, which is not settled by agreement of the parties, shall be exclusively subject to the Laws of the State of Delaware and jurisdiction to which buyer consents shall be exclusively in the courts of the State of Delaware. In the event that MCA brings an action for collection of any overdue amount payable under this contract, buyer shall pay the cost of collection including reasonable attorney's fees.

**STANDARD TERMS:** If Customer has not established preliminary credit with MCA, prepayment of full amount is required.

**STANDARD TERMS WITH CREDIT:**

- A. Up to \$50,000.00 - Net within 30 days after date of invoice.
- B. Over \$50,000.00 require the below Milestone payments:
  - 40% down at order entry
  - 50% at shipment
  - 10% within 30 days of invoice or completion of installation, if applicable.

**NON-STANDARD CREDIT TERMS:** Negotiable prior to order acceptance.

**NON-STANDARD PAYMENT TERMS:** Subject to convenience fees.

- A. Cash
- B. Credit card payments by customers with credit terms with MCA

**LATE FEES:**

If payment is outstanding after a 7 day grace period, 1.5% of the total past due amount will be added to the balance.

All quotations reflect U.S. Dollars.

All payments must be made in U.S. funds.

**TAXES:** The prices stated in this order may not include any provision for sales, use, excise, or similar taxes. The amount of any and all such present or future taxes or other government charges applicable to the goods sold will be added by seller to the sales price and shall be paid by the buyer, unless buyer provides seller with a tax-exemption certificate acceptable to the taxing authority. If MCA is required to pay or bear the burden of any excluded tax, the prices set forth herein shall be increased by the amount of such tax and any interest or penalty assessed, and Customer shall pay to MCA the full payment of any such increase no later than 10 days after receipt of invoiced charges.

**GENERAL:** The buyer shall not assign this order or any interest therein or any rights hereunder without the written consent of the seller, and any such assignment shall be void. In no event shall any claim for special or consequential damages be made by either party. The seller will comply with all applicable federal, state and local laws. Any provisions or conditions of the buyer's order which are in any way inconsistent with or in addition to these standard conditions of sales (except additional provisions specifying quantity, character of the product ordered and shipping instructions) shall not be binding on the seller and shall not be considered applicable to this sale. No additions to or modifications of any of these provisions shall be binding unless made in writing and signed by an executive officer of the seller. All such requests must be made within 10 days after Seller's receipt of the order to receive consideration. The validity hereunder shall be governed by the laws of the State of Delaware. The terms of sale shall be as outlined on this document, any terms or conditions not authorized by MCA will be void.

If any term or provision of this Agreement shall to any extent be held by a court or other tribunal to be invalid, void or unenforceable, then that term or provision shall be inoperative and void insofar as it is in conflict with the law, but the remaining terms and provisions shall nevertheless continue in full force and effect and the right and obligations of the parties shall be construed and enforced as if this agreement did not contain the particular term or provision held to be invalid, void or unenforceable. The failure of MCA to insist, in any one or more instances, upon the performance of any such term, covenant or conditions of this Agreement, or to exercise any right herein, shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant or condition or the future exercise of such right, but the obligation of the Customer with respect to such future performance shall continue in full force and effect.

**PATENT, COPYRIGHT AND TRADEMARKS:**

- A. **COPYRIGHT AND MASK WORKS:** Laws in the United States and other countries preserve for Manufacturers certain exclusive rights, in the Manufacturer's Software, mask works and other works of authorship furnished hereunder, including without limitation the exclusive rights to prepare work derived from same, reproduce copies in same and distribute copies of same. Such Manufacturer's Software, mask works and other works of authorship may be used in and redistributed with only the Equipment



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associated with same. No other use, including without limitation, the reproduction, modification, or disassembly of such Manufacturer's Software, mask works and other works of authorship or exclusive rights in same is permitted.

- B. REVERSE ENGINEERING:** Customer acknowledges Manufacturer's claim that the Manufacturer's Software and Equipment furnished hereunder contain valuable trade secrets of Manufacturer and therefore agrees that it will not translate, reverse engineer, decompile, or disassemble, or make any other unauthorized use of such Manufacturer's Software and Equipment. Since unauthorized use of such Manufacturer's Software and Equipment will greatly diminish the value of such trade secrets.
- C. LOGOS AND TRADEMARKS:**  
The Products shipped under the Terms and Conditions of the Agreement may carry Manufacturer's logo or such other logo as expressly agreed to by Manufacturer. No buyer, without the express written consent of Manufacturer, shall have the right to use any such trademarks, names, slogans, or designations of Manufacturer in the sales, lease or advertising of any products or on any product. They may also not be used on product containers, component parts, business forms, sales, advertising and promotional materials or any other business supplies or materials whether in writing, orally or otherwise.

**FCC AND OTHER GOVERNMENT MATTERS:** Although MCA may assist in the preparation of FCC License Applications, Customer is solely responsible for obtaining any licenses dictated under the FCC's rules and regulations or required by any other Federal, State or Local government agency. Neither MCA nor any of its employees is an agent of Customer in FCC or other governmental matters.

#### **LIMITATIONS:**

- A. LIMITATIONS OF MCA LIABILITY:** Except for personal injury and except as provided for in the section "PATENT, COPYRIGHT AND TRADEMARKS", MCA's total liability arising out of or related to this Agreement whether for breach of contract, warranty, MCA's negligence, strict liability in tort, or otherwise, is limited to the price of the particular products sold hereunder with respect to which losses or damages are claimed. Customer's sole remedy is to request in writing that MCA at its option either refund the purchase price or repair or replace products that are not as warranted. In no event whether for breach of contract, warranty, MCA's negligence, strict liability in tort or otherwise, will MCA be liable for incidental, special or consequential damages. This includes, but is not limited to, frustration of economic or business expectations, loss of profits, loss of data, cost of capital, cost of substitute products, facilities, or services, downtime cost, or any claim against Customer by any other party.
- B. INSURANCE:** It is further understood that MCA is not an insurer and that Customer shall obtain all Insurance, if any, that is desired and that MCA does not represent or warranty that MCA products will avert or prevent occurrences, or the consequences therefrom, which are monitored, detected, or controlled with the use of the products sold herein.
- C. NO REPRESENTATIONS:** MCA's representatives are only authorized to fill in the blanks on this sales order or quote form with the information requested. Any and all representations, promises or statements by MCA representatives that differ in any way from the Terms and Conditions of this sales order, and any applicable warranties and licenses incorporated herein shall be given no force or effect. The issuance of information, advice, approvals, instructions or cost projections by MCA sales or service personnel or other representatives shall be deemed expressions of personal opinion only and shall not affect MCA and Customer's rights and obligations hereunder, unless that same is in writing and signed by an officer of MCA with the explicit statement that it constitutes an amendment to this Agreement.
- D. WARRANTY AND DISCLAIMED WARRANTIES:** As part of the Agreement MCA has provided Customer with the equipment Manufacturer's warranty and if applicable, it's Software License and Software Warranty which, to the extent applicable, are incorporated into and made a part of this Agreement. These warranties are given in lieu of all other warranties expressed or implied, which are specifically excluded, including, without limitation, implied warranties of merchantability and fitness for a particular purpose & noninfringement. Customer hereby acknowledges receipt of such warranties and license. Warranties are extended to the original End User of the Products and are not assignable or transferable to any later purchaser. MCA does not warrant that the operation of the products will be uninterrupted or error-free, or that defects in the products will be corrected. No oral or written representations made by MCA or an agent thereof shall create a warranty or in any way increase the scope of this warranty. MCA does not warrant any products that have been operated in excess of specifications, damaged, misused, neglected or improperly installed by another vendor. All labor warranties in relation to installation or repairs made by MCA will be in effect for 30 days after such work is completed. All claims against MCA's labor warranty must be made in writing prior to the end of the 30 day warranty period & must identify specific labor defects. MCA will require a reasonable period to assess and correct the installation or repair warranted. All terms of limitations of MCA's liability under section "Limitations, A" apply to labor as well as product warranties. In addition, labor and travel charges incurred by MCA may not be covered under the Manufacturer's warranty. In such cases, buyer will be responsible for any related charges not covered by the Manufacturer or their warranty. Manufacturer Warranties on equipment, parts and/or software may not cover removal of defective products or reinstallation of repaired/replaced products. Customer shall be responsible for delivering defective products to MCA for warranty service. Customer shall be responsible for reinstallation of repaired/replaced products. MCA reserves the right to charge customer according to MCA's standard rates for any removal or reinstallation under warranty service.

**THIS AGREEMENT AND THE RIGHTS AND DUTIES OF THE PARTIES SHALL BE GOVERNED AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF DELAWARE.**



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

## ORDINANCE

DOC ID: 3521

|                                   |                                                                                                                                                          |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                            |
| <b>Department:</b>                | Police Department                                                                                                                                        |
| <b>Issue Under Consideration:</b> | Motion to approve an ordinance amending Chapter 3, Article II, Section 3-23 (Dogs, Cats, and Pets) of the Code of Ordinances for the City of Georgetown. |
| <b>Amount Requested:</b>          | N/A                                                                                                                                                      |
| <b>Is Item in Current Budget?</b> | N/A                                                                                                                                                      |
| <b>If no, please explain:</b>     |                                                                                                                                                          |
| <b>Financial Impact:</b>          | N/A                                                                                                                                                      |
| <b>Points to Consider:</b>        | For animal safety. To prevent injury, strangulation, or entanglement to the animal.                                                                      |
| <b>Options:</b>                   | Approve or Not Approve                                                                                                                                   |
| <b>Staff Recommendations:</b>     | Staff recommends Approval                                                                                                                                |

### Reviews:

William Pierce Completed 03/03/2022 3:45 PM

Sandra E. Yudice Ph.D. Completed 03/04/2022 1:44 PM

Stephanie Buccione Completed 03/10/2022 9:52 AM

Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. 1 Ordinance for dog tethering (PDF)

**MOTION TO APPROVE AN ORDINANCE AMENDING CHAPTER 3, ARTICLE II, SECTION 3-23 (DOGS, CATS, AND PETS) OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN.**

**AN ORDINANCE AMENDING CHAPTER 3, ARTICLE II, SECTION 3-23 OF  
THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN, ~~AT~~  
SECTION 3-23 "DOGS"**

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

**WHEREAS,** The City Council of the City of Georgetown recognizes the importance of animal control in the city, for the benefit of citizens, visitors, pets, and other animals; and

**WHEREAS,** The City Council of the City of Georgetown has adopted ordinances addressing dogs at-large, requiring leash or restraint; and

**WHEREAS,** It has come to the attention of the Mayor and City Council that some pet owners have restrained their animals by means of tether, and City Council is mindful of the potential for negative impacts of tethering to dogs, pets, and to the community; and

**WHEREAS,** The City Council of the City of Georgetown desires to implement restrictions on tethering to further pet and human safety goals, as recommended by the Police Department;

**NOW, THEREFORE BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, that Section 3-23 of the City of Georgetown Code of Ordinances be amended by changing the title and adding Section B, as follows:

**ARTICLE II. - DOGS, CATS, AND PETS**

**Sec. 3-23. – Restraint of Dogs Required ~~[delete as stricken]~~**

- A. All dogs must be kept under restraint within the city limits of the city. Any person who owns or keeps a dog must confine such dog in an enclosure or keep it on a leash. Any dog not so restrained will be deemed unlawfully running at large within the city limits. Dogs deemed to be dangerous shall be restrained as defined in section 3-1.
- B. Tethering: It shall be unlawful for a responsible party to tether an animal outdoors, except under the following conditions:
  - 1. The animal must be over the age of six months;
  - 2. The animal is not sick or injured;
  - 3. The animal is in reasonable sight of the responsible party;

4. The animal is not tethered at night, and is not tethered for more than three hours from sunrise to sunset;
5. The animal is tethered so as to prevent injury, strangulation, or entanglement, and no tether used for an animal may be a metal chain with links greater than 4.0mm thick, and not more than 72 inches in total length, the use of choker-chain collars to tether any animal is prohibited;
6. The animal is not outside during dangerous weather conditions, extreme heat, or temperatures below 36 degrees Fahrenheit;
7. The animal has access to food, water, and shelter which includes a roof structure;
8. The animal is not tethered where any object may interfere or impede free movement of the tether;
9. The animal is not tethered on any property with an unoccupied dwelling to include, but not limited to abandoned or condemned buildings.
10. Any pulley, running line or trolley system to which the tether is attached shall be no less than fifteen feet in length and no more than seven feet above ground.

In all cases of alleged violations of this ordinance the owner, or parent or guardian of a minor owner, shall be held as the responsible party. Any violation of this section shall be punishable under Section 1-16 of this Code.

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

**ATTEST:**

\_\_\_\_\_  
Stephanie Buccione, City Clerk

\_\_\_\_\_  
Carol Jayroe, Mayor

First Reading: \_\_\_\_\_

Approved as to Form:

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Elise F. Crosby, City Attorney





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

## ACTION ITEM

DOC ID: 3527

|                                   |                                                                                                                                                                                                                             |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 17 March 2022                                                                                                                                                                                                               |
| <b>Department:</b>                | Public Works                                                                                                                                                                                                                |
| <b>Issue Under Consideration:</b> | Motion to approve the bid and make payment(s) to Coastal Asphalt, LLC in the not-to-exceed amount of \$80,480.05 for parking lot paving resurfacing at Fire Station #1, Police Department, and Screven Street parking lots. |
| <b>Amount Requested:</b>          | \$80480.05                                                                                                                                                                                                                  |
| <b>Is Item in Current Budget?</b> | Yes                                                                                                                                                                                                                         |
| <b>If no, please explain:</b>     |                                                                                                                                                                                                                             |
| <b>Financial Impact:</b>          | None                                                                                                                                                                                                                        |
| <b>Points to Consider:</b>        | There were three bids submitted                                                                                                                                                                                             |
| <b>Options:</b>                   | Approve or Disapprove                                                                                                                                                                                                       |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                                                                     |

### Reviews:

Scott Whittier Completed 03/04/2022 3:45 PM  
 Finance Completed 03/04/2022 3:46 PM  
 City Attorney Completed 03/04/2022 6:04 PM  
 Sandra E. Yudice Ph.D. Completed 03/08/2022 8:50 AM  
 Stephanie Buccione Completed 03/08/2022 9:15 AM  
 Georgetown City Council Pending 03/17/2022 5:30 PM

### Attachments:

1. 1 Certified Bid Tab (PDF)
2. 2 Coastal Asphalt (PDF)
3. 3 Notice of Intent Award (PDF)



# CERTIFIED BID TAB

## PARKING LOT RESURFACING PROJECT # 1231

BID OPENING DATE: 2/24/2022, 2:00 PM

| Item No. | Description                                                                        | Quantity | Unit | COASTAL ASPHALT, LLC |                    | ATLAS CONSTRUCTION OF SC |                     | PALMETTO CORP. OF CONWAY |                     |
|----------|------------------------------------------------------------------------------------|----------|------|----------------------|--------------------|--------------------------|---------------------|--------------------------|---------------------|
|          |                                                                                    |          |      | Unit Price           | Total              | Unit Price               | Total               | Unit Price               | Total               |
| <b>1</b> | <b>FIRE DEPARTMENT PARKING LOT</b>                                                 |          |      |                      |                    |                          |                     |                          |                     |
|          | Mill and dispose 2-inches of existing asphalt                                      | 950      | SF   | \$1.06               | \$1,007.00         | \$3.30                   | \$3,135.00          | \$6.15                   | \$5,842.50          |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 950      | SF   | \$9.71               | \$9,224.50         | \$4.66                   | \$4,427.00          | \$9.65                   | \$9,167.50          |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | \$9,473.55           | \$9,473.55         | \$18,904.22              | \$18,904.22         | \$6,450.00               | \$6,450.00          |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 36       | EA   | \$7.80               | \$280.80           | \$10.64                  | \$383.04            | \$30.56                  | \$1,100.16          |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 1        | EA   | \$58.50              | \$58.50            | \$133.00                 | \$133.00            | \$200.00                 | \$200.00            |
|          | Paint "NO PARKING" areas to match pre-existing (yellow color)                      | 1        | LS   | \$39.00              | \$39.00            | \$133.00                 | \$133.00            | \$150.00                 | \$150.00            |
|          | <b>SUBTOTAL</b>                                                                    |          |      |                      | <b>\$20,083.35</b> | <b>SUBTOTAL</b>          | <b>\$27,115.26</b>  | <b>SUBTOTAL</b>          | <b>\$22,910.16</b>  |
| <b>2</b> | <b>POLICE DEPARTMENT PARKING LOT</b>                                               |          |      |                      |                    |                          |                     |                          |                     |
|          | Mill and dispose 2-inches of existing asphalt                                      | 5500     | SF   | \$0.73               | \$4,015.00         | \$3.30                   | \$18,150.00         | \$2.50                   | \$13,750.00         |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 5500     | SF   | \$2.98               | \$16,390.00        | \$4.66                   | \$25,630.00         | \$4.60                   | \$25,300.00         |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | \$20,022.00          | \$20,022.00        | \$19,263.53              | \$19,263.53         | \$27,000.00              | \$27,000.00         |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 97       | EA   | \$7.80               | \$756.60           | \$10.64                  | \$1,032.08          | \$20.62                  | \$2,000.14          |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 8        | EA   | \$58.50              | \$468.00           | \$133.00                 | \$1,064.00          | \$93.75                  | \$750.00            |
|          | <b>SUBTOTAL</b>                                                                    |          |      |                      | <b>\$41,651.60</b> | <b>SUBTOTAL</b>          | <b>\$65,139.61</b>  | <b>SUBTOTAL</b>          | <b>\$68,800.14</b>  |
| <b>3</b> | <b>SCREVEN STREET PARKING LOT</b>                                                  |          |      |                      |                    |                          |                     |                          |                     |
|          | Mill and dispose 2-inches of existing asphalt                                      | 600      | SF   | \$1.67               | \$1,002.00         | \$3.30                   | \$1,980.00          | \$9.55                   | \$5,730.00          |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 600      | SF   | \$14.45              | \$8,670.00         | \$4.66                   | \$2,796.00          | \$14.25                  | \$8,550.00          |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | \$8,687.00           | \$8,687.00         | \$7,002.43               | \$7,002.43          | \$5,500.00               | \$5,500.00          |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 37       | EA   | \$7.80               | \$288.60           | \$10.64                  | \$393.68            | \$29.73                  | \$1,100.01          |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 1        | EA   | \$58.50              | \$58.50            | \$133.00                 | \$133.00            | \$200.00                 | \$200.00            |
|          | Paint "NO PARKING" areas to match pre-existing (yellow color)                      | 1        | LS   | \$39.00              | \$39.00            | \$133.00                 | \$133.00            | \$150.00                 | \$150.00            |
|          | <b>SUBTOTAL</b>                                                                    |          |      |                      | <b>\$18,745.10</b> | <b>SUBTOTAL</b>          | <b>\$12,438.11</b>  | <b>SUBTOTAL</b>          | <b>\$21,230.01</b>  |
|          | <b>TOTAL BID</b>                                                                   |          |      |                      | <b>\$80,480.05</b> | <b>TOTAL BID</b>         | <b>\$104,692.98</b> | <b>TOTAL BID</b>         | <b>\$112,940.31</b> |

Note 1: Math error corrected in the total bid amount

See Note 1

Certified by: Orlando Arteaga, PE

Orlando Arteaga

Digitally signed by Orlando Arteaga  
DN: cn=Orlando Arteaga, o=City of  
Georgetown, ou=Engineering,  
email=carteaga@georgetown.gov, c=US  
Date: 2022.02.28 10:36:39 -0500

2/28/2022

Packet Pg. 68

Attachment: Certified Bid Tab (3527 : Approval of Construction Bid of City Parking Lot Paving

EXHIBIT A  
BID FORM

**FIRE DEPARTMENT STATION #1, POLICE DEPARTMENT, AND SCREVEN  
STREET PARKING LOT RESTORATION**

For the City of Georgetown, SC

Date: 2-24-22

PROPOSAL OF Coastal Asphalt, LLC

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

corporation/partnership/individual (Strikeout inapplicable terms) doing business as  
Coastal Asphalt, LLC.

TO: City of Georgetown, SC

The Bidder, in compliance with your request for bids for the FIRE DEPARTMENT, POLICE DEPARTMENT, AND SCREVEN STREET PARKING LOT RESURFACING, PROJECT #1231 having examined the Request for Bid (RFB) 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 Bid:**

Eighty thousand four hundred eighty  
dollars and 05/100 Dollars \$ ( \$80,480.05 )

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

The 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 **FORTY-FIVE (45)** consecutive calendar days after the specified date on Notice to Proceed. Bidder further agrees to pay as Liquidated Damages (LD's) the sum of \$0 for each consecutive calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work.

The specifications and addenda are complementary to 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. 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.







### WORK BREAKDOWN SCHEDULE

| Item No. | Description                                                                        | Quantity | Unit | Unit Price       | Total            |
|----------|------------------------------------------------------------------------------------|----------|------|------------------|------------------|
| <b>1</b> | <b>FIRE DEPARTMENT PARKING LOT</b>                                                 |          |      |                  |                  |
|          | Mill and dispose 2-inches of existing asphalt                                      | 950      | SF   | 1.06             | 1,007.00         |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 950      | SF   | 9.71             | 9,224.50         |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | 4.11             | 9,473.55         |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 36       | EA   | 7.80             | 280.80           |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 1        | EA   | 58.50            | 58.50            |
|          | Paint "NO PARKING" areas to match pre-existing (yellow color)                      | 1        | LS   | 39.00            | 39.00            |
|          |                                                                                    |          |      |                  |                  |
|          |                                                                                    |          |      | <b>SUBTOTAL</b>  | <b>20,083.35</b> |
| <b>2</b> | <b>POLICE DEPARTMENT PARKING LOT</b>                                               |          |      |                  |                  |
|          | Mill and dispose 2-inches of existing asphalt                                      | 5500     | SF   | .73              | 4,015.00         |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 5500     | SF   | 2.98             | 16,390.00        |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | 2.84             | 20,022.00        |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 97       | EA   | 7.80             | 468.00           |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 8        | EA   | 58.50            | 58.50            |
|          |                                                                                    |          |      |                  |                  |
|          |                                                                                    |          |      | <b>SUBTOTAL</b>  | <b>41,651.60</b> |
| <b>3</b> | <b>SCREVEN STREET PARKING LOT</b>                                                  |          |      |                  |                  |
|          | Mill and dispose 2-inches of existing asphalt                                      | 600      | SF   | 1.67             | 1,002.00         |
|          | Pave 2-inches of hot-mixed asphalt, Type B SCDOT surface course                    | 600      | SF   | 14.45            | 8,670.00         |
|          | Apply two (2) coats of emulsified asphalt sealer, include crack repairs as needed. | 1        | LS   | 5.11             | 8,687.00         |
|          | Paint standard parking spaces to match pre-existing (white color)                  | 37       | EA   | 7.80             | 288.60           |
|          | Paint handicap parking spaces to match pre-existing (blue color)                   | 1        | EA   | 58.50            | 58.50            |
|          | Paint "NO PARKING" areas to match pre-existing (yellow color)                      | 1        | LS   | 39.00            | 39.00            |
|          |                                                                                    |          |      |                  |                  |
|          |                                                                                    |          |      | <b>SUBTOTAL</b>  | <b>18,745.10</b> |
|          |                                                                                    |          |      | <b>TOTAL BID</b> | <b>80,480.05</b> |

The above prices include all mobilization, labor, material, and equipment, overhead, profit, taxes, insurance, permit fees, etc. to complete the work.

The City of Georgetown reserves the right to add or reduce the scope of work and material quantities as the budget and schedule allows.



## REQUEST FOR BID (RFB)

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

PROJECT: Parking Lot Resurfacing:  
 Fire Station #1, Police Department, and Screven Street

PROJECT #: 1231

RELEASE DATE: Wednesday, January 26, 2022

DUE DATE: **On or before 2:00 PM EST (local time) Thursday, February 24, 2022**

Bids must be submitted electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov). The City will not accept bids by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to the City's website, Business/BIDS/RFPs/Procurement Bids, or [click here](#) for a direct link.



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**Important hyperlinks and email addresses:**

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be in writing and emailed to: [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov).

**Background**

The City of Georgetown (City) is an incorporated municipality with a population of approximately 8,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a major economic driver in the area, as well as local industries, such as Liberty Steel, International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at [www.georgetownsc.gov](http://www.georgetownsc.gov).

**Purpose/Project Description**

The City of Georgetown is seeking bids from licensed and qualified paving contractors to perform resurfacing repairs and paving work within City limits at the following locations:

- |                               |                        |
|-------------------------------|------------------------|
| 1. Fire Department Station #1 | 1405 Prince Street     |
| 2. Police Department          | 2222 Highmarket Street |
| 3. Screven Street Parking Lot | 113 Screven Street     |

Contractors shall visit the site to become familiar with the existing site conditions and restrictions. Failure to visit the site shall in no way relieve contractor of any obligation with respect to this RFB or to the contractual agreement.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFB shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by addendum. Bidders assume responsibility for any patent ambiguity in the solicitation that their representatives do not bring to the City's attention.

**Site Visit**

Submission of bid implies that the contractor has visited the site and is familiar with the existing conditions. Failure to visit the site shall in no way relieve the contractor from any obligation in respect to their proposal. Contact Capt. Brown at 843-545-4300 to access secured area of P.D. parking lot.



### **Preliminary Site Information**

All three parking lots are currently active and open to the public.

The Police Department parking lot provides parking lot to not only the police staff but also to court hearings and the emergency county personnel. The paving restoration work will need to be staged into three phases: two in the front and one in the rear of the building to maintain parking accessibility.

The Screven Street parking lot can be closed entirely once the contractor confirms the mobilization date. The City will then notify the business and shop owners community and the county. This parking lot cannot be closed for more than two weeks.

The contractor can perform the work during daylight hours only from 7 AM until 6 PM Monday through Friday. Weekend work may be authorized due to emergency or weather makeup days only.

### **Scope of Services**

#### **General**

1. The contractor is responsible for maintaining and securing the work area in a safe manner free of pedestrian and vehicular traffic during the progress of the work.
2. Protect manhole covers, grated inlets, curbs, sidewalks, and wheel stops. Protect curbs, walls and sidewalks from material splatter. The contractor shall be responsible for any damage of existing facilities during the course of the work.
3. Sweep surface areas and remove any foreign materials prior to the application of emulsified asphalt sealer.
4. Comply with federal and state environmental and manufacturer's regulations to store, apply, and dispose of sealer material.
5. Comply with SCDOT Standard Specifications for Highway Construction for application methods of Hot Mixed Asphalt (HMA) and paint materials.
6. For patching areas subject to fatigue (alligator) cracking, saw cut asphalt in straight edges, remove and dispose of 2 inches of existing asphalt. Repair with 2 inches of HMA SCDOT Type B.
7. Allow newly patched areas to cure before applying asphalt sealer and paint.
8. Refer to exhibit maps for visual information on deteriorated asphalt areas.
9. Field verify repair of deteriorated asphalt areas with City Engineer.

**Asphalt Resurfacing for Fire Station #1 Parking Lot.**

1. Mill and dispose of 2 inches of deteriorated asphalt at designated areas.
2. Place two inches of HMA SCDOT Type B.
3. Apply two (2) coats of emulsified asphalt pavement sealer throughout the entire parking area.
4. Repair asphalt cracks wider than ¼-inch in width with an approved crack filler.
5. Paint 36 parking spaces, in white color lines, to match preexisting layout.
6. Paint one handicap parking space, in blue color line, to match pre-existing layout.
7. Paint no parking areas, in yellow color, to match original layout.
8. Secure and protect pavement patch area during restoration until asphalt has hardened.
9. Remove and re-install existing wheel stops, if necessary.

**Asphalt Resurfacing for Police Station Parking Lot.**

1. Mill and dispose of two inches of cracked and deteriorated asphalt at designated areas.
2. Place two inches of HMA SCDOT Type B.
3. Apply two (2) coats of emulsified asphalt pavement sealer throughout entire parking area.
4. Paint standard and handicap parking areas to match pre-existing spaces.

**Asphalt Resurfacing of Screven Street Parking Lot.**

1. Mill and dispose of two inches of existing asphalt at designated areas.
2. Place two inches of HMA SCDOT Type B
3. Apply two coats of emulsified asphalt sealer.
4. Paint standard and handicap parking areas to match pre-existing spaces.
5. Remove and re-install wheel stops, if necessary.

**The City will:**

1. Notify the public, staff, and surrounding business owners about the upcoming parking lot closures once the contractor confirms the mobilization dates.
2. Pay the contractor on a monthly basis for satisfactory work completed.
3. Hold 10% retainage until all punch list work is complete and contractor submits warranty letter.

**Warranty**

The contractor shall warranty the work for two years from the date of final acceptance.



### Technical Specifications

1. Hot Mix Asphalt: Use HMA, SCDOT Type B for patch repairs. Submit asphalt mix for owner's approval.
2. Pavement Paint: Standard permanent fast dry waterborne paint in compliance with Section 625 of SCDOT Construction specifications. Submit product data for owner's approval. Permanent painted markings shall be applied to clean and cured surfaces.
3. Asphalt Sealer: High Performance Mineral and Fiber Reinforced Asphalt based Emulsion (hereinafter "sealer"). Submit product data for owner's approval. Examples of commercially available products are include but are not limited to; GuardTop's "GuardTop Ultra" and Sealmaster's "Liquid Road Ultra." (*\*\*ultra or equivalent, not the standard version of these products\*\**). Sealer shall be applied to cleaned and cured surfaces following the manufacturer's recommendations.

Two coats of sealer is required.

The coverage rate shall be as follows:

| Surface Condition | Coverage Rate Per Coat |
|-------------------|------------------------|
| Smooth            | +/- 4.4 SY/Gal         |
| Medium            | +/- 3.7 SY/Gal         |
| Rough             | +/- 3.0 SY/Gal         |

The City is only interested in the application of asphalt based sealers. Sealers that are coal-tar based shall not be considered for this solicitation.

4. Crack Sealant: Hot rubberized crack sealant shall comply with ASTM and SCDOT standards capable of filling cracks from 1/4-inch to 1-inch wide. Submit product data sheet for approval.

### Process

The City will conduct the selection of a qualified contractor in the following manner:

1. The RFB and Bid Form documents will be available on our [website](#). Bids will be received and evaluated as described in this RFB.
2. The best qualified, lowest responsible and responsive bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue a Notice of Award.
4. The Submittal Listing of Bids received will be published on the City's [website](#) within forty-eight (48) hours of opening. [Click here](#) for a direct link.

 Initials

### Award

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

- A. The ability, capacity, and skill of the bidder to perform the contract to provide the service required;
- B. Whether the bidder 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 bidder;
- D. The quality of performance of previous contracts or services similar to services being sought in this RFB;
- E. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the bidder to provide services for the nature of the requirements of an awarded contract as required in the RFB; and
- I. Whether the bidder has met the criteria of the RFB specifications, terms and conditions of the RFB.

### Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFB award process must be submitted in writing to the City of Georgetown, Attn: Daniella Howard, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website.

### Questions

No answers will be given over the phone.

Questions regarding this RFB must be submitted in writing and emailed to [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov), no later than 2:00 PM EST (local time), Tuesday, February 15, 2022.

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the sole responsibility of the bidder to contact the purchasing agent at 843.545.4043.

No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line: **City Parking Lots Restoration**



Answers to questions or Addenda will be published on the City's [website](#) as an Addendum no later than 2:00 PM EST (local time), Thursday, February 17, 2022.

#### Schedule of Events

| MILESTONE EVENT                                                                                                                                                 | DATE                        | TIME EST<br>(LOCAL<br>TIME) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|
| 1. Request for Bid (RFB) Release Date                                                                                                                           | Wednesday, January 26, 2022 |                             |
| 2. Deadline for written questions.<br>Email to <a href="mailto:purchasing@georgetownsc.gov">purchasing@georgetownsc.gov</a>                                     | Tuesday, February 15, 2022  | 2: 00 PM                    |
| 3. Deadline for addendum or answer(s)<br>to be posted on the City's <a href="#">website</a> ,<br><a href="http://www.georgetownsc.gov">www.georgetownsc.gov</a> | Thursday, February 17, 2022 | 2:00 PM                     |
| 4. Bid Opening Date                                                                                                                                             | Thursday, February 24, 2022 | 2: 00 PM                    |
| 5. Bid Approval By City Council<br>(Tentative)                                                                                                                  | Thursday, March 17, 2022    |                             |
| 6. Construction Start (Tentative)                                                                                                                               | April 1, 2022               |                             |
| 7. Construction Finish (Tentative)                                                                                                                              | May 15, 2022                |                             |

When the Procurement Division is closed due to force majeure, proposal openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding proposal submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFB up to two (2) days before the RFP due date as needed to clarify the City's desires or to make corrections or changes to the RFP document or submittal process.

The City reserves the right to request additional information from any and all prospective contractors or individuals deemed necessary by the City to evaluate the proposals. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original proposal



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

The City also reserves the right to accept or reject any or all proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Once a final determination is made, the City is not required to furnish a statement of the reason(s) a proposal was not selected.

All information will be updated and posted on the [City's website](#).

It is the bidder's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: 1 Dated: 2-17-22

No: \_\_\_\_\_ Dated: \_\_\_\_\_

No: \_\_\_\_\_ Dated: \_\_\_\_\_

#### **Submittal Instructions**

The bid price shall be valid for a period of 60 calendar days from the date of bid opening.

By initialing the bottom of each page of this RFB document, the bidder represents that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. Bidder's representatives are expected to examine this RFP thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-187 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the [City's website](#).

It is the sole responsibility of the bidder to have their proposals delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting proposals electronically. It is the sole responsibility of the bidder to confirm that their proposal was submitted on time, and that their PDF file/files are not corrupt.

 Initials



**Submittals may be rejected if deemed non-responsive.** To be considered, interested parties **must** submit the following no later than the aforementioned deadline:

1. Submit bid proposal electronically through the City's [website](#). Submittal package must include all of the following items. If more than one PDF file is uploaded, each PDF file should be clearly labeled as such:
  1. Complete Bid Form – Exhibit A
  2. Complete Initialed copy of this RFB document - (Place responsible person's initial's on each page)
  3. Complete Mandatory Vendor Submittal Form – Local Vendor Preference Option (page 13)
2. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the proposal, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all proposers correct the minor informality or irregularity within the same specified time.
3. Electronic bid proposal must be received electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov), no later than the aforementioned deadline. Bids will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/cityofgtown/>. No bid will be accepted after such time. **It is the sole responsibility of the bidder to have their bids delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting bids electronically. It is the sole responsibility of the bidder to confirm that their bid was submitted on time, and that their PDF file/files are not corrupt.** Late bids will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all bids and to waive any informalities and technicalities in the bid process. No additional fees, costs, or any other reimbursable expenses will be allowed.
4. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the bidders submitting a bid.
5. Any bidder may withdraw their bid only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete bids may be rejected.
6. All costs incurred in preparing the bid, 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 RFB become the property of the City and will not be returned.
7. Any proprietary information contained in the bid should be so indicated as follows:



Vendor DisclosureNotice 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 as "PROPRIETARY INFORMATION" so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

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

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the Agreement. Further, it shall be an affirmative obligation upon the bidder to advise the City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

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

Failure to do so shall be construed to be a breach of the agreement:

12. Indemnification - The selected bidder agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
13. Compliance With Law – The selected bidder and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
14. City Business License and Permits - The selected bidder shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041, for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total bid cost.
15. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).
16. Bid Security and Payment and Performance Bonds – Bid, payment, and performance bonds are required for projects valued at \$100,000 or more.





### MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's website at: <https://www.georgetownsc.gov/wpfb-file/procurement>:

#### SECTION 2-185 COMPETITIVE SEALED BIDDING LOCAL VENDOR PREFERENCE

☒ I certify that [Company Name] Coastal Asphalt, LLC  
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 Georgetown, SC [City and State].

☐ I certify that [Company Name] \_\_\_\_\_  
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 \_\_\_\_\_ [City and State].

(X)   
Signature of Company Officer

(X) 2/2/2022  
Date

 Initials



### General Contractual Requirements

1. 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.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this Agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Bidder Qualifications - Bidder must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFB. The City reserves the right to make the final determination as to the bidder's ability to provide the services herein.
4. Bidder Responsibility - Each bidder 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 bidder 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.
5. Affirmative Action - The bidder will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities, and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for 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.
  - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
  - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the bidder, shall be excluded from the foregoing provisions; termination costs, if any shall not



apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.

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

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



- (b) All employees provided by the bidder to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request removal of any employee for good cause.
  - (c) Bidder is a business, validly existing and in good standing under the Laws of the State of South Carolina.
18. Indemnity Provisions - Bidder agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or bidder's performance thereunder.
  19. City Business License and permits - The selected bidder shall be required to obtain all applicable City business licenses prior to work commencing. Contact the Finance Department at 843.545.4007, for business license information. These expenses shall be included in the total bid cost.
  20. Bid Bonds – When a construction contract is awarded in excess of one hundred thousand dollars (\$100,000) the following bonds or security shall be delivered by the successful bidder to the City and shall become binding on the parties upon execution of the contract. The City, at its option, may require bid bonds on construction contracts under one hundred thousand dollars (\$100,000) when the circumstances warrant.
    - Bid Security** - In an amount equal to or at least five percent (5%) of the amount of the bid shall be required for all competitive bidding for construction contracts exceeding one hundred thousand dollars (\$100,000). Bid security shall be a legitimate bid bond provided by a surety company authorized to do business in South Carolina, Noncompliance with this provision mandates that the City reject the bid.
    - Payment and Performance Bonds** - shall not be used in substitution for determination of bidder's responsibility.
      - (a) A performance bond shall be in an amount equal to one hundred and ten percent (110%) of the contract amount; and
      - (b) A payment bond for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work shall be in an amount equal to one hundred percent (100%) of the contract amount.

#### Exhibits Available

- A) Bid Form
- B) Fire Station Site Map
- C) Police Department Site Map
- D) Screven Street Parking Lot Map



Initials



## NOTICE OF INTENT TO AWARD

OWNER: City of Georgetown, SC

PROJECT: Parking Lot Resurfacing Project

PROJECT NO. : 1231

### TO ALL BIDDERS

This is to notify all Bidders that it is the intent of the Owner to award a contract as follows:

NAME OF BIDDER: Coastal Asphalt, LLC

DATE BIDS WERE RECEIVED: Thursday, February 24, 2022 @ 2 PM

AMOUNT OF BASE BID: \$80,480.05

ALTERNATE (S) ACCEPTED: N/A

TOTAL AMOUNT WITH ALTERNATES: \$80,480.05

The Owner has determined that the above named Bidder is responsible and has submitted the winning bid. The Owner may enter into a contract with this bidder subject to City Council approval.

ORLANDO ARTEAGA, P.E.

(Print or Type Name)

Orlando  
Arteaga

(Signature)

Digitally signed by Orlando Arteaga  
DN: cn=Orlando Arteaga, o=City of  
Georgetown, ou=Engineering,  
email=oarteaga@georgetownsc.gov,  
c=US  
Date: 2022.02.28 10:23:48 -05'00'

CITY ENGINEER

(Award Authority Title)

2/28/2022

(Date Posted)

City of Georgetown  
P.O. Box 939  
Georgetown, SC 29442

Attachment: Notice of Intent Award (3527 : Approval of Construction Bid of City Parking Lot Paving Resurfacing)

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3523)**

Meeting: 03/17/22 05:30 PM

Department: Electric

Category: Report

Prepared By: Scott Whittier

Initiator: Scott Whittier

Sponsors:

DOC ID: 3523

**February, 2022 Electric Department Report**



MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
AL JOSEPH  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Electric Utility Department  
Office: (843) 545-4600  
Fax: (843) 527-7591

March 5, 2022

Following is a brief summary of major activities in the Electric Utility Department for February 2022:

Peak shaving was partially successful this month. We correctly projected the February peak and had the plant operating during the correct hour. However, we were still experiencing a problem with the exhaust after-treatment system on unit 1 and could not operate this unit. Our service company, Blanchard Machinery, along with Caterpillar has identified and corrected the issue. As a preventative maintenance Blanchard Machinery has evaluated unit 2 to insure the issue seen on unit 1 does not become a problem.

We have received an indicative proposal from Santee Cooper to extend our power supply agreement beyond its expiration date of November of 2023. Along with our engineering consultant, UTEC, we are evaluating the proposal and options.

The rate study project for electric, water and waste water started in January. To date data is being gathered submitted and reviewed by our consultant (Raftelis).

There has been no known activity regarding the Green Infrastructure Center study of the tree infrastructure in the region. However, the City is currently pursuing the possibility of grant funding to assist with things like tree inventory, health/safety assessment of trees, etc.

There has been no known progress on the one solar installation that we have had pending. We are currently working on a request from a property owner concerning rebates for solar installations and low interest loans. There will be more information available on this soon.

Eaton has not provided us with an additional update since last month of the situation with our defective water nodes. Like much of the country, they are experiencing labor issues and supply chain issues and have had delays in getting production of the new nodes started. We are a high priority in their production schedule, and as soon as they can get started we should see new nodes, and a contractor to deploy them, in relatively short order. There has been no new progress on this.

The Electric Department has had additional discussions with ElectriCities of NC as a possible replacement for the SCAMPS/Dominion Energy line technician training that is no longer available to us. The ElectriCities board has accepted us as an associate member and we are in the process of reviewing agreements and making arrangements to join and get our line technicians started in their training program. It will be a little bit more expensive than the SCAMPS/Dominion training, but appears to be a much more thorough program and will provide much needed additional documentation regarding the knowledge and

Drawer 939  
Georgetown, SC 29442

Attachment: February22report (3523 : February, 2022 Electric Department Report)

qualifications of our staff. Considering the potential liabilities involved, this documentation is very important.

The February safety meeting was held on the 4<sup>th</sup>. The topic was job briefings.

Other statistics of interest for February:

|                                         |      |
|-----------------------------------------|------|
| • Cut-on – regular                      | 123  |
| • Cut-off – regular                     | 105  |
| • Cut-off – non-pay                     | 200  |
| • Non-pay restores                      | 111  |
| • Re-read orders                        | 2770 |
| • Accidents – lost time                 | 0    |
| • Accidents – first aid/property damage | 0    |
| • PUPS locates                          | 96   |
| • Total orders worked                   | 3317 |

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3526)**

Meeting: 03/17/22 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 3526

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**Engineering Monthly Report\_February 2022**



**City of Georgetown  
Engineering Monthly Report  
February 2022**

Engineering - Orlando Arteaga, P.E.

Date: March 4, 2022

**CAPITAL IMPROVEMENT PROJECTS (CIP) STATUS UPDATE**

**PLANNING**

**ARPA Water and Sewer projects**

**PUBLIC WORKS**

**1. Bobby Alford Pavilion**

- CDBG grant application submitted on 6/30/21.
- CDBG Public Hearing held on 7/21/21.
- CDBG grant approval is pending an environmental review.

**2. East Bay Park Boat Landing Repairs**

- SCPARD Grant Awarded for \$42,117.58 on 10/11/21.
- Will solicit bids in the spring.
- Repairs are scheduled for FY 22-23.

**3. Charlotte Street Sidewalk**

- Pending resolution of ROW ownership by the Grimes family.

**OTHER**

**1. Water, Wastewater, and Electrical Utility Rates Study**

- Consultant: Raftelis
- Fee: \$74,640
- Kick-off meeting: 1/20/2022.
- All requested financial data has been submitted to Raftelis as of 3/3/2022.
- Study is ongoing.





**City of Georgetown  
Engineering Monthly Report  
February 2022**

## **DESIGN**

### **WATER**

#### **1. West End District Water Main Upgrades**

- CDBG grant application submitted on 4/16/21.
- CDBG grant approved on 6/23/2021 for the amount of \$453,292
- Design scheduled for FY 21-22
- Construction scheduled for FY 22-23
- Kickoff meeting with DOC and WRCOG: 10/1/21.
- Wetland delineation pending USACE determination.
- Field survey completed.
- Environmental assessment pending from CDBG.
- Design work on-going and 60% complete.

#### **2. WTP Secondary Sedimentation Basin**

- Engineer: WK Dickson
- Design Fee: \$428,000
- Design Notice to Proceed: 2/15/2021
- Status:
- Design plans and technical specifications are 99% complete.
- PER submitted to SCDHEC on 10/28/21.
- SCDHEC permit applications have been filed and are pending approval.
- Council approved grant match of 10% at the December council meeting.
- WRCOG has filed an EDA grant application for American Rescue Plan funding of \$3,856,500 on 12/20/21.
- EDA has notified City that the match needs to increase to 20% for further grant award consideration. City council to approve the budget amendment.



**City of Georgetown  
Engineering Monthly Report  
February 2022**

## **STORMWATER**

### **1. EDA Stormwater System Improvements-Historic District**

- Consultant: WK Dickson
- Fee: \$567,200
- Notice of Award issued on 11/29/21.
- Notice to Proceed issued on 1/11/22.
- Design Kickoff meeting held on 1/11/22.
- Design work is scheduled for the next 12 months.
- This project is 80% funded by EDA and the county funds the 20% match.
- Design work ongoing.
- Surveying work ongoing.

## **CONSTRUCTION**

### **SEWER**

#### **1. Maryville School Lift Station Replacement**

- Contractor: MB Kahn Construction, Co.
- Notice of Award issued to MB Kahn on 1/25/22.
- Bid: \$927,729
- Anticipated start date is early April.

## **PUBLIC WORKS**

### **1. Public Works Building Improvements**

A modular office building 1,800 to 2,000 SF area will be built on N. Congdon Street in FY 22-23.

### **2. Police Department, Fire Department, and Screven Street Parking Lot Restoration**

- Request for Bids (RFB) released on 1/26/2022.
- Bids received on 2/24/2022
- Coastal Asphalt, LLC is the responsive bidder.
- Bid amount is \$80,480.05 subject to Council approval on 3/17/2022.



**City of Georgetown  
Engineering Monthly Report  
February 2022**

**3. Street Condition Assessment**

- Consultant: Terracon
- Fee: \$19,000
- Start Date: March 7, 2022

**SCDOT ENCROACHMENT PERMITS PROCESSED:**

- Filed four (4) permit applications.

**OTHER ACTIVITIES:**

- Attended Parker's Kitchen TRC meeting.
- Attended RIA grant webinar.
- Attended CDBG virtual workshop.
- Attended CTC meeting seeking grant funding for Gilbert Street Sidewalks.
- Attended GSATS study committee meeting.
- Investigated City Hall and Electrical Utilities sites and presented findings to council at the workshop meeting.
- Participated in budget meetings for PWs, Water, and Engineering departments.
- Attended meeting with Richmond Place Apartments developer to discuss project closeout and opening dates.
- Interviewed two candidates for the engineering technician position.

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3524)**

Meeting: 03/17/22 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 3524

**February 2022 Fire Report**



# The FIRE Report

A monthly report of Fire Department activities to City Council

March  
2022



## Fire Prevention Bureau

2022

February

|                                  |    |
|----------------------------------|----|
| Inspections                      | 36 |
| Violations Found                 | 23 |
| Buildings without Violations     | 18 |
| Buildings Cleared of Violations  | 8  |
| Violations Corrected             | 19 |
| Violations Not Corrected         | 10 |
| 3rd Party Inspection Review      | 1  |
|                                  |    |
| Assemblies Inspected:            | 5  |
| Business Inspected:              | 13 |
| Educational Buildings Inspected: | 2  |
| Factories Inspected:             | 0  |
| Hazardous Buildings Inspected:   | 0  |
| Institutional Inspected:         | 0  |
| Mercantile Inspected:            | 1  |
| Mobile Food Trucks               | 11 |
| Residential Inspected:           | 4  |
| Storage Buildings Inspected:     | 0  |
|                                  |    |
| Construction Meetings:           | 3  |
| Plans Review:                    | 4  |
| Test Conducted:                  | 3  |
| Compliance Issues:               | 0  |
| Complaints Reviewed:             | 0  |
| Business License:                | 17 |
| Citation Issued:                 | 0  |

## Public Education

|              |    |
|--------------|----|
| Programs     | 1  |
| Participants | 54 |

## Suppression Division

### A Brief Look at Emergency Responses

February 2022

1. Eight Medical Calls; One Brush Fire
2. Eight Medical Calls; One Detector Activation; Two Public Service Calls
3. Five Medical Calls; One Alarm Activation; One Vehicle Fire; One Unauthorized Burn; One Public Service Call
4. Eight Medical Calls; Two MVA's; One Smoke Scare; One False Call; One Public Service Call
5. Five Medical Calls; One MVA; One Public Service Call
6. Two Medical Calls
7. Four Medical Calls; One Gas Spill; One Public Service
8. Twelve Medical Calls; Two MVA's; One Electrical Short; Three Public Service Calls
9. Four Medical Calls
10. Two Medical Calls; One MVA; One Detector Activation; Two Public Service Calls
11. Five Medical Calls; One Smoke Scare
12. Eight Medical Calls; One MVA
13. Three Medical Calls; One Unauthorized Burn; One Public Service
14. Six Medical Calls; Four Public Service Calls
15. Seven Medical Calls; One MVA; One False Alarm; Two Public Service Call
16. Seven Medical Calls; One Detector Activation; One Public Service Call
17. One Alarm Activation
18. Five Medical Calls; Two Public Service Calls
19. Two Medical Calls; Three Public Service Calls
20. Six Medical Calls
21. Nine Medical Calls; Two Public Service Calls
22. Two Medical Calls
23. Nine Medical Calls
24. Five Medical Calls; One Alarm Activation; Two MVA's
25. Three Medical Calls; Two Public Service Calls
26. Five Medical Calls; Three Public Service Calls
27. One Medical Call; One Public Service Call
28. Six Medical Calls; One MVA; One Gas Leak

Attachment: February 2022 Fire Report (3524 : February 2022 Fire Report)



| Total Call Volume                                      | February |      | Year to Date |      |
|--------------------------------------------------------|----------|------|--------------|------|
|                                                        | 2022     | 2021 | 2022         | 2021 |
| As defined by the National Fire Incident Report System |          |      |              |      |
| Fires                                                  | 2        | 4    | 7            | 5    |
| Rescue Calls/EMS                                       | 158      | 179  | 341          | 389  |
| Hazardous Conditions                                   | 3        | 4    | 13           | 4    |
| Service Calls                                          | 34       | 16   | 69           | 51   |
| Good Intent Calls                                      | 13       | 10   | 34           | 15   |
| False Alarms                                           | 8        | 9    | 23           | 23   |
| Weather/Flood                                          | 0        | 0    | 0            | 0    |
| Special Incident Type                                  | 1        | 2    | 1            | 2    |
| Total Calls                                            | 219      | 224  | 488          | 489  |

### Save/Loss Analysis

|               | Losses    | Property Values |
|---------------|-----------|-----------------|
| February 2022 | \$ 1,100  | \$ 1,100        |
| February 2021 | \$ 27,062 | \$ 1,365,000    |
| Year to Date  | \$ 8,300  | \$ 85,100       |

*Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.*

### Mutual Aid Calls

|                             | February | YTD |
|-----------------------------|----------|-----|
| To Georgetown County Fire   | 0        | 1   |
| To Midway Fire              | 0        | 3   |
| To other Departments        | 0        | 0   |
| From Georgetown County Fire | 0        | 1   |
| From Midway                 | 0        | 1   |
| From other Departments      | 0        | 0   |

|                      | February | YTD     |
|----------------------|----------|---------|
| Staff Training Hours | 935.00   | 1816.50 |

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3517)**

Meeting: 03/17/22 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Natrona Simmons

Initiator: Isaac Williams

Sponsors:

DOC ID: 3517

**February 2022 Fleet Service Report**

FLEET SERVICES MONTHLY REPORT (FY 21-22)

| Task                       | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | Cummulative |
|----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|
| Repairs                    | 73     | 84     | 81     | 67     | 76     | 67     | 71     | 72     |        |        |        |        | 591         |
| Preventative Maintenance   | 14     | 11     | 21     | 9      | 11     | 13     | 14     | 20     |        |        |        |        | 113         |
| Tires repaired or Replaced | 29     | 32     | 45     | 34     | 30     | 28     | 29     | 29     |        |        |        |        | 256         |
| Services Past Due          | -      |        |        |        |        |        |        |        |        |        |        |        | -           |
| Monthly Totals             | 116    | 127    | 147    | 110    | 117    | 108    | 114    | 121    | -      | -      | -      | -      | 960         |



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3532)**

Meeting: 03/17/22 05:30 PM  
Department: Police Department  
Category: Report  
Prepared By: Patrice Coachman  
Initiator: William Pierce  
Sponsors:  
DOC ID: 3532

**GPD February 2022 Monthly Report**

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
AL JOSEPH  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Georgetown Police Department  
William Pierce, Jr, Chief of Police  
Office: (843) 545-4300  
Fax: (843) 520-5848

March 3, 2022

Honorable Mayor Carol Jayroe  
And Members of City Council  
City of Georgetown, South Carolina

Dear Mayor Carol Jayroe and Council Members:

Through our partnership with HGTC we have two interns here for the spring semester. As part of the criminal justice program, both interns are required to complete 135 hours with a law enforcement agency. We value our partnership with HGTC because it provides a great recruitment opportunity to help attract qualified applicants.

On February 4<sup>th</sup> Officer Michael Bordner was promoted to Corporal. Cpl. Bordner is a veteran officer with many years of law enforcement experience and will do a good job mentoring some of our younger officers.

This month we began the process of replacing our duty weapons. The handguns currently utilized by our officers are not consistent with industry standards, nor are they the best option for the law enforcement profession. We are in a position to upgrade our inventory to the industry standard weapon (Glock 9mm) utilized by almost 90% of agencies across the country (according to SCCJA director Jackie Swindler) using budgeted funds. Based on validated research by the FBI and the SCCJA, the proposed handguns are more accurate and result in a greater success rate of officer qualifications.

We have been identifying and tagging derelict cars around the city in response to several complaints. Our practice is to wait for a minimum of 14-days once a car is tagged to take enforcement action. After 14-days cars still in violation located on the city right-of-way are towed. If the car is on private property we locate the property owner and issue citations until they come into compliance.

On February 5<sup>th</sup>, 2022 the GPD conducted alcohol and tobacco compliance checks at several local business. Citations were issued to four (4) businesses where clerks sold tobacco and/or alcohol to the underage informant.

On February 14<sup>th</sup>, we welcomed three new employees to the Georgetown Police Department. Matthew Jacoby and Cory Sauthoff will be attending basic law enforcement certification training at the SCCJA in the near future. Josh Cormier is a certified law enforcement officer and will be assigned to Maryville Elementary as the school resource officer.

On February 18<sup>th</sup>, Cpl. Clay Johnson tendered his resignation. His last day will be March 4<sup>th</sup>. Clay has accepted a job with another law enforcement agency. He will be missed.

Currently, we have four (4) class 1 vacancies. We have made one (1) conditional offer of employment to a prospective applicant. We will be holding a hiring process on March 11<sup>th</sup>.

Sincerely,

William Pierce,  
Chief of Police

2222 Highmarket Street  
Georgetown, SC 29440

Attachment: GPD - February 2022 Monthly Report (3532 : GPD February 2022 Monthly Report)

| Enforcement            | January | February | March | April | May | June | July | August | September | October | November | December | Total |
|------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-------|
| Calls for Service      | 1,032   | 1,062    |       |       |     |      |      |        |           |         |          |          | 2,094 |
| Incident Reports       | 146     | 181      |       |       |     |      |      |        |           |         |          |          | 327   |
| Arrest                 | 44      | 71       |       |       |     |      |      |        |           |         |          |          | 115   |
| Traffic Accidents      |         |          |       |       |     |      |      |        |           |         |          |          |       |
| Calls for service      | 43      | 51       |       |       |     |      |      |        |           |         |          |          | 94    |
| TR310s completed       | 35      | 36       |       |       |     |      |      |        |           |         |          |          | 71    |
| Uniform Traffic Ticket | 89      | 145      |       |       |     |      |      |        |           |         |          |          | 234   |
| Male                   | 62      | 92       |       |       |     |      |      |        |           |         |          |          | 154   |
| Female                 | 27      | 53       |       |       |     |      |      |        |           |         |          |          | 80    |
| Caucasian              | 26      | 66       |       |       |     |      |      |        |           |         |          |          | 92    |
| African American       | 25      | 34       |       |       |     |      |      |        |           |         |          |          | 59    |
| Hispanic               | 10      | 9        |       |       |     |      |      |        |           |         |          |          | 19    |
| Other                  | 29      | 36       |       |       |     |      |      |        |           |         |          |          | 65    |
| Warning/Public Contact | 74      | 60       |       |       |     |      |      |        |           |         |          |          | 134   |
| Male                   | 50      | 38       |       |       |     |      |      |        |           |         |          |          | 88    |
| Female                 | 24      | 19       |       |       |     |      |      |        |           |         |          |          | 43    |
| Caucasian              | 40      | 35       |       |       |     |      |      |        |           |         |          |          | 75    |
| African American       | 12      | 21       |       |       |     |      |      |        |           |         |          |          | 33    |
| Hispanic               | 3       | 1        |       |       |     |      |      |        |           |         |          |          | 4     |
| Other                  | 19      | 18       |       |       |     |      |      |        |           |         |          |          | 37    |
| Property Check         | 1,276   | 1,119    |       |       |     |      |      |        |           |         |          |          | 2,395 |
| Signal 99              | 57      | 130      |       |       |     |      |      |        |           |         |          |          | 187   |
| Overdose               | 1       | 3        |       |       |     |      |      |        |           |         |          |          | 4     |
| Non-death              | 1       | 3        |       |       |     |      |      |        |           |         |          |          | 4     |
| Death                  | 0       | 0        |       |       |     |      |      |        |           |         |          |          | 0     |
| Narcan                 | 1       | 2        |       |       |     |      |      |        |           |         |          |          | 3     |
| Parking Tickets        | 36      | 46       |       |       |     |      |      |        |           |         |          |          | 82    |

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3528)**

Meeting: 03/17/22 05:30 PM

Department: Administration

Category: Report

Prepared By: Gladys Rutledge-Livingston

Initiator: Gladys Rutledge-Livingston

Sponsors:

DOC ID: 3528

**Feb 2022 HR/Risk Mgmt Monthly Report**



MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
AL JOSEPH

JONATHAN ANGNER  
JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

Executive Office  
(843) 545-4001

## February 2022 Human Resources / Risk Management Monthly Report

### New Hires:

| Department                       | Employee Name  | Position                        |
|----------------------------------|----------------|---------------------------------|
| Finance                          | Kelly Smith    | Customer Service Representative |
| Finance                          | Karen Stone    | Accounting Clerk                |
| Police                           | Matthew Jacoby | Police Officer I                |
| Police                           | Cory Sauthoff  | Police Officer I                |
| Public Works                     | Kevin Delaney  | Grounds Maintenance Technician  |
| Water Utilities                  | Mark Williams  | Water Distribution Mechanic I   |
| Public Works                     | Keith Rice     | Grounds Maintenance Technician  |
| Planning & Community Development | Tammy Kinsley  | Director                        |

### Re-Hire:

| Department     | Employee Name     | Position                                      |
|----------------|-------------------|-----------------------------------------------|
| Administration | Gladys Livingston | Director of Human Resources & Risk Management |

### Separations:

| Department     | Employee Name     | Position                                      |
|----------------|-------------------|-----------------------------------------------|
| Public Works   | Carroll Myers     | Grounds Maintenance Technician                |
| Administration | Gladys Livingston | Director of Human Resources & Risk Management |

### Promotions:

| Department | Employee Name   | Position           |
|------------|-----------------|--------------------|
| Police     | Michael Bordner | Police Corporal    |
| Police     | Ramiro Vargas   | Police Officer III |

### Open Positions:

| Department                       | Job Title                                     |
|----------------------------------|-----------------------------------------------|
| Water Utilities                  | Water Plant Operator I or II                  |
| Planning & Community Development | Building Inspector                            |
| Administration                   | Director of Human Resources & Risk Management |
| Public Works                     | Grounds Maintenance Technician I              |

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SANDRA E. YUDICE, Ph.D.

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
AL JOSEPH

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JIM CLEMENTS  
HOBSON H. MILTON  
JIMMY MORRIS  
CLARENCE SMALLS

### Human Resources

- 2021 SCMIT onsite payroll audit has been completed by Research Technical Services (RTS).
- 2021 SCMIT & SCMIRF Annual Review has been completed with Bethany Pendley-Loss Control Manager.
- 2022 Risk Management Services for both SCMIT and SCMIRF has been completed and reviewed with Bethany Pendley-Loss Control Manager.

### Risk Management

- February 2022 claims status for SCMIT and SCMIRF.
  - Workers Compensation Claims – 1
  - Property Claims –1
  - Bodily Injury – 0
- Safety Committee Meeting was held on February 23, 2022

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3516)**

Meeting: 03/17/22 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 3516

**February 2022 Municipal Court Report**

## Municipal Court Monthly Report - Calendar Year 2022

| Cases Disposed                        | January             |              | February            |              | March               |              | April               |              | May                 |              | June                |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 29                  | \$ 7,494.50  | 5                   | \$ 1,390.00  |                     |              |                     |              |                     |              |                     |              |
| Served Time                           | 13                  | \$ 15,955.00 | 10                  | \$ 7,212.50  |                     |              |                     |              |                     |              |                     |              |
| Scheduled Time Payment                | 16                  | \$ 6,936.82  | 5                   | \$ 4,071.96  |                     |              |                     |              |                     |              |                     |              |
| NRVC                                  | 8                   | \$ 4,109.00  | 0                   | \$ -         |                     |              |                     |              |                     |              |                     |              |
| Tried in Absence                      | 14                  | \$ 8,467.50  | 8                   | \$ 11,219.75 |                     |              |                     |              |                     |              |                     |              |
| Parking Tickets Paid                  | 23                  | \$ 230.00    | 23                  | \$ 230.00    |                     |              |                     |              |                     |              |                     |              |
| Nolle Prosequi/Dismissed/Not Guilty   | 47                  |              | 28                  |              |                     |              |                     |              |                     |              |                     |              |
| Transferred to General Sessions Court | 4                   |              | 30                  |              |                     |              |                     |              |                     |              |                     |              |
| Voided                                | 5                   |              | 15                  |              |                     |              |                     |              |                     |              |                     |              |
| Fine Suspended                        |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Total                                 | 159                 | \$ 43,192.82 | 124                 | \$ 24,124.21 | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         |

| Cases Disposed                        | July                |              | August              |              | September           |              | October             |              | November            |              | December            |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Served Time                           |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Scheduled Time Payment                |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| NRVC                                  |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Tried in Absence                      |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Parking Tickets Paid                  |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Nolle Prosequi/Dismissed/Not Guilty   |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Transferred to General Sessions Court |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Voided                                |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Fine Suspended                        |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Total                                 | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         | 0                   | \$ -         |

| Cases Disposed                        | Cummulative Totals  |              |
|---------------------------------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts |
| Paid                                  | 34                  | \$ 8,884.50  |
| Served Time                           | 23                  | \$ 23,167.50 |
| Scheduled Time Payment                | 21                  | \$ 11,008.78 |
| NRVC                                  | 8                   | \$ 4,109.00  |
| Tried in Absence                      | 22                  | \$ 19,687.25 |
| Parking Tickets Paid                  | 46                  | \$ 460.00    |
| Nolle Prosequi/Dismissed/Not Guilty   | 75                  | \$ -         |
| Transferred to General Sessions Court | 34                  | \$ -         |
| Voided                                | 20                  | \$ -         |
| Fine Suspended                        | 0                   | \$ -         |
| Total                                 | 283                 | \$ 67,317.03 |



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3530)**

Meeting: 03/17/22 05:30 PM

Department: Planning and Community Development

Category: Report

Prepared By: Debra Grant

Initiator: Tammy J. Kinsley

Sponsors:

DOC ID: 3530

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**Planning & Community Development February 2022 Report**

**Planning & Community Development  
Monthly Report  
February 2022**

| <b>Boards &amp; Commissions:</b> | <b>Applications Heard:</b> |
|----------------------------------|----------------------------|
| ARB                              | 1                          |
| BZA                              | 0                          |
| Planning Commission              | 2                          |
| CAB                              | 0                          |
| CBA                              | 0                          |
| TRC                              | 1                          |

| <b>Permit Type:</b> | <b># of permits issued:</b> |
|---------------------|-----------------------------|
| Commercial Permits  | 9                           |
| Residential Permits | 19                          |
| Sign Permits        | 2                           |

| <b>Inspection Type:</b> | <b># of Inspections:</b> |
|-------------------------|--------------------------|
| C/O's Issued            | 5                        |
| Stop Work               | 1                        |
| Inspections             | 126                      |
| TRC                     | 0                        |
| Plan Review & Sign      | 0                        |
| Business Licenses       | 3                        |
| <b>Total</b>            |                          |

| <b>Code Enforcement:</b>                 | <b># Issued:</b> |
|------------------------------------------|------------------|
| Letters for Violations                   | 7                |
| Citations Issued                         | 1                |
| Complaints referred to other departments | 3                |

## FRIENDS OF THE KAMINSKI HOUSE REPORT – February 2022

- Visitors for February came from 26 different states. For the fiscal year to-date, we have had visitors from 44 different states and 8 foreign countries. The majority of our visitors continue to come from South Carolina.
- Total YTD visitors to the museum (includes, tours, event rentals, shop, programs) were down 14% year-to-date, compared to pre-covid 2019-2020. It is impossible to do a comparison with last year due to the museum being closed for the pandemic. The decrease is mostly due to the museum being closed for several days in January due to the weather and also having fewer visitors in general due to the pandemic.
- I'm sorry to report that the museum's side garden was vandalized on Friday, February 18<sup>th</sup>. Plants and shrubs were ripped up and a large cast iron urn was turned over and broken. The damaged was noticed on Saturday, Feb. 19<sup>th</sup> and a police report was filed.
- The FKH are in the process of having security cameras installed around the property, but unfortunately the camera for the side garden was not installed at the time of the vandalism.
- February was a relatively quiet month for visitors to the site. We spent the time cleaning up the second floor of the Kaminski House in preparation for reopening the floor for guided tours. Due to the covid regulations, the second floor had been closed for visitors up until the end of February. The script for the house tour was redone to reflect the now open second floor and staff and volunteers were given materials to better support their tours of this area.
- Staff were busy planning for the April 10<sup>th</sup> Wedding Soiree, which will bring potential brides and grooms to the museum's lawn to view wedding-industry vendors and a fashion show.
- Planning for the May 3-4 Palmetto Giving Day is also in the works and Friends of the Kaminski House Board President Jerry Miller was filmed for a video to promote this fundraising event.
- The Interior Stabilization Project (ISP) continues to move forward. We had a number of building and service professionals on site looking at various aspects of the project in order to finalize the project parameters and plans. We also had a second company come look at the condition of the roof and write up a report on it. SGA, the ISP architect, submitted a proposed repair plan to the SC State Historic Preservation Office (SHPO) for approval of the roof repair plan. Due to a preservation covenant on the Kaminski House, all work on the building needs to be pre-approved by the SHPO.

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3518)**

Meeting: 03/17/22 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Scott Whittier

Sponsors:

DOC ID: 3518

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**February 2022 Public Works Department Report**

**PUBLIC WORKS MONTHLY REPORT (FY 2021-2022)**

| Division            | Task                                                   | Jul 2021 | Aug 2021 | Sep 2021 | Oct 2021 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | Jun 2022 | Cummulative |
|---------------------|--------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|
| Curbside Debris     | Yard Waste: Leaves, Grass & Straw collected (Net Tons) | 203      | 161      | 113      | 117      | 72       | 100      | 157      | 72       |          |          |          |          | 995         |
| Curbside Debris     | Brown & White Goods collected (Net Tons)               | 154      | 94       | 115      | 147      | 222      | 113      | 102      | 164      |          |          |          |          | 1,111       |
| Garbage Collections | Residential Solid Waste Collection (Net Tons)          | 375      | 366      | 312      | 314      | 322      | 313      | 309      | 260      |          |          |          |          | 2,570       |
| Recycle Collections | Recyclables Collected (Net Tons)                       | 14       | 12       | 13       | 11       | 10       | 13       | 10       | 8        |          |          |          |          | 92          |
|                     | Monthly Totals (Net Tons)                              | 746      | 633      | 553      | 589      | 626      | 539      | 577      | 504      | -        | -        | -        | -        | 4,768       |

**PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2021-2022)**

| Division                | Task                                                                                                                                                     | Jul 2021 | Aug 2021 | Sep 2021 | Oct 2021 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | Jun 2022 | Cummulative |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|
| Solid Waste Maintenance | # of work orders requests completed for roll-out cart repairs, new roll out cart deliveries, and/or replacements and recycle bins                        | 71       | 46       | 49       | 76       | 28       | 29       | 25       | 13       |          |          |          |          | 337         |
| Streets/Curbside Crews  | Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks | 36       | 80       | 52       | 20       | 27       | 7        | 29       | 6        |          |          |          |          | 257         |
|                         | Monthly Work Orders Totals                                                                                                                               | 107      | 126      | 101      | 96       | 55       | 36       | 54       | 19       | -        | -        | -        | -        | 594         |
| Grounds Maintenance     | Assigned areas consists of grass cutting, park and sidewalk maintenance, litter, curbside and garbage collections.                                       |          |          |          |          |          |          |          |          |          |          |          |          |             |



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3534)**

Meeting: 03/17/22 05:30 PM

Department: Finance

Category: Report

Prepared By: John Barfield

Initiator: John Barfield

Sponsors:

DOC ID: 3534

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**February 2022 Monthly Finance and IT Report**

**Statistics:****New Business Licenses Issued:****License Activity Report**

Activity Date Range 02/01/22 - 02/28/22

Detail Listing

| License For                                  | Activity Date |
|----------------------------------------------|---------------|
| Komas Lawn Care                              | 02/14/2022    |
| 1                                            |               |
| Serenity Dove Home Care, LLC-Felicia Richard | 02/08/2022    |
| 1                                            |               |
| ZBN Properties, LLC-Cherie Kaefring          | 02/01/2022    |
| Bradley Georgetown LLC                       | 02/24/2022    |
| 2                                            |               |
| Neriyah, LLC-Malkah Bat-tzion                | 02/08/2022    |
| Town Tobacco-Nagi Alhatabani                 | 02/09/2022    |
| Georgetown Tobacco & Vape                    | 02/17/2022    |
| 3                                            |               |
| Amazing Grace Home Care, LLC                 | 02/08/2022    |
| BRV Mobile Tech SC, LLC-Teoy Jenkins         | 02/10/2022    |
| Don Towing & Recovery-Donald Johnson         | 02/09/2022    |
| 3                                            |               |
| 10                                           |               |

**Projects Progress:**

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

**American Rescue Plan Act** – Proposed budget plan was presented to Council passing 2<sup>nd</sup> reading in January 2022. City staff has initiated the process of seeking bids for projects.

Our ARP funds will be subject to Single Audit reporting back to the federal government.

**Santee Cooper Legal Settlement:** All active utility accounts have received their credit. We are continuing to work through the remaining inactive utility accounts. A Santee Cooper Credit Voicemail line has been set up (843) 545-4050 for customers to call and leave a message concerning their credit or provide us with information needed on where to send their check if they are no longer a customer with the City of Georgetown.

The process of distributing approximately 11,000 checks for all amounts due no matter how small has required a high administrative burden on the Finance Department staff. Many checks will go uncashed due to mail problems, bad addresses, or small amounts the recipient fail to cash. An additional settlement distribution is expected in the coming months. Uncashed checks must be

reconciled on monthly bank reconciliations and eventually reported to the SC State Treasurer uncashed checks. We have to send out one follow-up letter for each uncashed check regardless of amount, and we have to submit funds related to all uncashed checks \$50 and above to the State Treasurer. In some instances we have been asked to re-issue checks that have been uncashed for 90 days. We are approaching the end of the project. The refunds are in the amount of \$3.00 and less at this current point. For the second Santee Cooper Legal Settlement payment, and for future similar transactions, the City should consider outsourcing this entire process to a settlement vendor.

**FY23 Budget Development:** Preparation for the FY23 Budget is underway with Departments inputting their requests. Each department met with the City Administrator and Finance Director during the week of February 14 through February 17. Additional review meetings and discussions have involving the City Administrator, Finance and various departments.

**South Carolina Business License Tax Standardization Act 176:** During 2021, the City of Georgetown revised the Business License Ordinance to begin taking the necessary steps for standardization to be effective January 1, 2022. This process includes the following:

- Accepting and using standard business license applications
- Calculating tax based gross income for calendar year, or business fiscal year
- Implementing April 30 as the new standard due date, with May 1 being the start of the license year.
- Using a newly available online business license renewal payment portal
- Updating our usage of the North American Industry Classification System (NAICS) to code type of business for billing purposes.

#### **Current Procurement Projects:**

- Bobby Alford/Eastbay Park Pavilion
- East Bay Park Boat Landing Repairs
- Maryville School Lift Station Replacement Project
- Orange Street Parking Lot Resurfacing
- Public Works Building Improvements
- Stormwater System Improvements
- Parking Lot Resurfacing
- Corridor Enhancement Beautification
- Street Condition Assessment
- West End District Water Main Improvements
- WTP Secondary Sedimentation Basin - Engineering

**Attached are the Budget Performance Reports January 2022. With the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.**

| Ref                          | Grantor                                 | Program                                                      | Award Amount        | Match Amount        | Expenditures      | Balance             | Award #        | Status |
|------------------------------|-----------------------------------------|--------------------------------------------------------------|---------------------|---------------------|-------------------|---------------------|----------------|--------|
| <b><u>FEDERAL GRANTS</u></b> |                                         |                                                              |                     |                     |                   |                     |                |        |
| 1                            | Bureau of Justice Assistance            | Bullet Proof Vest Grant 2020 Regular Solicitation            | 1,515.00            | -                   | 1,515.00          | -                   | -              |        |
| 2                            | Bureau of Justice Assistance            | Bullet Proof Vest Grant 2021 Regular Solicitation            | 4,327.12            | -                   | 211.54            | 4,115.58            | -              |        |
| 3                            | US Department of Agriculture            | Fire Training Center and Equipment for Fire Station II       | 33,000.00           | 27,000.00           | 51,937.85         | 8,062.15            | -              |        |
| 4                            | US Department of Agriculture            | Fire Training Center and Equipment for Fire Station II       | 49,900.00           | 41,100.00           |                   | 91,000.00           | -              |        |
| 5                            | US Department of Commerce               | Stormwater System Improvements (EDA)                         | 3,365,409.00        | 841,353.00          | 542.41            | 4,206,219.59        | 04-79-07494    |        |
| 6                            | SC Department of Commerce               | Demolition of Dilapidated Units : West End (CDBG)            | 375,000.00          | 37,500.00           | 11,725.50         | 400,774.50          | 4-CE-20-007    |        |
| 7                            | SC Department of Commerce               | West End District Water Upgrades (CDBG)                      | 453,292.00          | 36,628.00           | 6,876.00          | 483,044.00          | 4-CI-21-008    |        |
| <b><u>STATE GRANTS</u></b>   |                                         |                                                              |                     |                     |                   |                     |                |        |
| 8                            | SC Parks, Recreation, & Tourism (PARD)  | Dog Park, Engineering/Architecture for Bobby Alford Building | 47,824.02           | 11,956.01           | 58,428.57         | 1,351.46            | 2020046        |        |
| 9                            | Rural Infrastructure Authority          | Maryville Lift Station                                       | 403,178.00          | 182,308.00          | 36,191.56         | 549,294.44          | S-21-1287      |        |
| 10                           | SC Parks, Recreation, & Tourism (PARD)  | East Bay Park Boat Landing                                   | 42,117.58           | 10,529.40           | -                 | 52,646.98           | 2022020        |        |
| 11                           | Municipal Association of South Carolina | Multi-Purpose Outdoor Marketplace and Park (HEDG)            | 25,000.00           | 9,000.00            | 6,683.32          | 27,316.68           | -              |        |
| 12                           | SC Department of Public Safety          | School Resource Officer Program                              | 105,544.00          | -                   | -                 | 105,544.00          | SR-024-2202-22 |        |
| <b><u>OTHER GRANTS</u></b>   |                                         |                                                              |                     |                     |                   |                     |                |        |
| 13                           | Palmetto Pride                          | Litter Enforcement Grant                                     | 1,252.00            | -                   | -                 | 1,252.00            | -              |        |
| 14                           | SC Muni Insurance Trust                 | 2022 Fire Service Grant                                      | 2,000.00            | 2,000.00            | -                 | 4,000.00            | -              | NEW    |
| <b>TOTAL</b>                 |                                         |                                                              | <b>4,909,358.72</b> | <b>1,199,374.41</b> | <b>174,111.75</b> | <b>5,934,621.38</b> |                |        |

## CITY OF GEORGETOWN

## SALE OF ASSETS - FY 2021/2022

| GovDeal    |           |          |                 |                                                |                       |                                                              |            |
|------------|-----------|----------|-----------------|------------------------------------------------|-----------------------|--------------------------------------------------------------|------------|
| Payment    | Govdeal # | Asset ID | Dept.           | Description                                    | Amount/Total Proceeds | Notations                                                    | Receipt #  |
|            |           |          |                 | no activity                                    | -                     |                                                              |            |
|            |           |          |                 | <b>Total July</b>                              | -                     |                                                              |            |
|            | 607       | 12158    | Police 10.05.05 | 2008 FORD CROWN 4S                             | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 608       | 13001    | Police 10.05.05 | 2010 FORD CROWN 4S                             | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 609       | 12162    | Water 31.16     | 2009 JOHN DEERE Z840A PRO 60" MOWER            | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 610       | 16011    | Water 32.18     | 2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 611       | 11244    | Water 31.15     | 1991 INGERSOLL RAND AIR COMPRESSOR             | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 612       | NA       | Finance 10.04   | EPSON DS30 BATCH OF 4 DESKTOP SCANNERS         | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            | 613       | 12010    | Finance 10.04   | FORMAX FOLDER SEALER FD2052                    | -                     | Listed in August - Auction ends 9.14.2021                    |            |
|            |           |          |                 | <b>Total August</b>                            | -                     |                                                              |            |
| 2021.09.27 | 607       | 12158    | Police 10.05.05 | 2008 FORD CROWN 4S                             | 2,072.00              | purchased by James Auto Wholesale                            | 2022-12780 |
| 2021.09.27 | 608       | 13001    | Police 10.05.05 | 2010 FORD CROWN 4S                             | 2,693.88              | purchased by James Auto Wholesale                            | 2022-12778 |
|            | 609       | 12162    | Water 31.16     | 2009 JOHN DEERE Z840A PRO 60" MOWER            | -                     | picked up, just waiting on GovDeal payment                   |            |
|            | 610       | 16011    | Water 32.18     | 2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER | -                     | picked up, just waiting on GovDeal payment                   |            |
| 2021.09.27 | 611       | 11244    | Water 31.15     | 1991 INGERSOLL RAND AIR COMPRESSOR             | 1,725.00              | purchased by Keith Kruk                                      | 2022-12782 |
|            | 612       | NA       | Finance 10.04   | EPSON DS30 BATCH OF 4 DESKTOP SCANNERS         | -                     | paid for, but delay in pick up - 10.06.2021                  |            |
|            | 613       | 12010    | Finance 10.04   | FORMAX FOLDER SEALER FD2052                    | -                     | No bid received - reaucted with a closing date of 10.01.2021 |            |
|            |           |          |                 | <b>Total September</b>                         | <b>6,490.88</b>       |                                                              |            |
| 2021.10.01 | 609       | 12162    | Water 31.16     | 2009 JOHN DEERE Z840A PRO 60" MOWER            | 2,025.00              | purchased by Joan Mendez                                     | 2022.13879 |
| 2021.10.01 | 610       | 16011    | Water 32.18     | 2013 JOHN DEERE Z950R COMMERCIAL Z TRACK MOWER | 1,225.00              | purchased by Glen Kling                                      | 2022.13878 |
| 2021.10.11 | 612       | NA       | Finance 10.04   | EPSON DS30 BATCH OF 4 DESKTOP SCANNERS         | 50.00                 | purchased by Brea Dearing, ACH received 10.08.2021           | 2022-15160 |
| 2021.10.26 | 613       | 12010    | Finance 10.04   | FORMAX FOLDER SEALER FD2052                    | <b>50.00</b>          | purchased and paid for, but not yet picked up                | 2022.17626 |
|            |           |          |                 | <b>Total October</b>                           | <b>3,350.00</b>       |                                                              |            |
|            |           |          |                 | no activity                                    | -                     |                                                              |            |
|            |           |          |                 | <b>Total November</b>                          | -                     |                                                              |            |
|            |           |          |                 | no activity                                    | -                     |                                                              |            |
|            |           |          |                 | <b>Total December</b>                          | -                     |                                                              |            |
|            |           |          |                 | no activity                                    | -                     |                                                              |            |
|            |           |          |                 | <b>Total January</b>                           | -                     |                                                              |            |
|            |           |          |                 | no activity                                    | -                     |                                                              |            |
|            |           |          |                 | <b>Total February</b>                          | -                     |                                                              |            |
|            |           |          |                 |                                                | -                     |                                                              |            |
|            |           |          |                 | <b>Total March</b>                             | -                     |                                                              |            |

Attachment: GovDeal Report FY22 (3534 : February 2022 Monthly Finance and IT Report)



## CITY OF GEORGETOWN

## SALE OF ASSETS - FY 2021/2022

| GovDeal<br>Payment | Govdeal # | Asset ID | Dept. | Description   | Amount/Total<br>Proceeds | Notations | Receipt # |
|--------------------|-----------|----------|-------|---------------|--------------------------|-----------|-----------|
|                    |           |          |       |               | -                        |           |           |
|                    |           |          |       | Total April   | -                        |           |           |
|                    |           |          |       |               | -                        |           |           |
|                    |           |          |       | Total May     | -                        |           |           |
|                    |           |          |       |               | -                        |           |           |
|                    |           |          |       | Total June    | -                        |           |           |
|                    |           |          |       | TOTAL PER G/L | 9,840.88                 |           |           |

## CURRENT PROJECT LISTING REPORT

2.28.2022

| PROJ # | PO #     | PROJECT NAME - DESC/COMMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Vendor          | Cost      | % complete | Status           |
|--------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------|------------|------------------|
| 1220   | TBD      | <b>Public Works Office Building Improvements</b> - per Oas monthly engineering report dated 10.07.2021, Design work is 100% complete. City staff is working on bid procurement documents. Request for Bid (RFB) documents issued 10/13/21 - bids received 11.17.2021 from CP&G and ARC - per Oas monthly engineering report dated 2.01.2022, the bids were double the amount budgeted, other options are being explored                                                                                                                                                                                                                                                                                                                                                    | TBD             |           |            |                  |
| 1231   | TBD      | <b>Parking Lot Resurfacing</b> - RFB issued 1.26.2022 - bids received 2.24.2022 - Notice of Intent to Award issued Monday, 2.28.2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Coastal Asphalt | 80,480.05 | 0.00%      | work in progress |
| 1232   | TBD      | <b>Corridor Enhancement Beautification</b> - Issued RFB with a due date of 3.30.2022 - Retention pond area and Welcome signs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | TBD             |           |            |                  |
| 1233   | TBD      | <b>Corridor Enhancement Beautification</b> - Issued RFB with a due date of 3.30.2022 - Seasonal landscaping, local parks, sidewalk areas, welcome signs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | TBD             |           |            |                  |
| N/A    | 2022.211 | <b>Street Condition Assessment</b> - PO issued to Terracon 3.03.2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Terracon        | 19,000.00 | 0.00%      | work in progress |
| N/A    | TBD      | <b>Bobby Alford/East Bay Park Pavilion</b> - Per OA's monthly engineering report dated 2.01.2022, The City has applied for a CDBG grant on 6.30.2021 - Public Hearing held on Wednesday, July 21st, 2021 to comply with CDBG requirements - Grant approval is still pending environmental review.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | TBD             |           |            |                  |
| N/A    | TBD      | <b>East Bay Park Boat Landing Repairs</b> - per OA's monthly engineering report dated 2.01.2022, SCPARD grant awarded -will solicit bids in the spring                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | TBD             |           |            |                  |
| 1515   | TBD      | <b>West End District Water Main Improvements</b> - drafting and engineering support                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Rowe            | 20,000.00 | 0.00%      | work in progress |
| 1515   | TBD      | <b>West End District Water Main Improvements</b> - Per OA's monthly engineering report dated 8.11.2021, CDBG grant application submitted on 4.16.2021 - CDBG grant approved on 6.23.2021 for the amount of \$453,292 - Design and construction scheduled for FY 21-22 - WRCOG will schedule environmental assessment and City needs to schedule a wetland delineation study as part of the grant requirements before project start - Per Oa's monthly engineering report dated 11.04.2021, Held project kickoff meeting with DOC and WRCOG on 10/1/21 - Field surveying performed week of 10/18/21 - Wetland delineation documentation completed on 10/28/21 - Environmental assessment ongoing - per OA's monthly engineering report dated 2.01.2022, design work ongoing | TBD             |           |            |                  |

Attachment: Current Project Listing 2022.02.28 (3534 : February 2022 Monthly Finance and IT Report)

## CURRENT PROJECT LISTING REPORT

2.28.2022

| PROJ # | PO #     | PROJECT NAME - DESC/COMMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Vendor            | Cost       | % complete | Status           |
|--------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------|------------|------------------|
| 1606   | 2022.061 | <b>WTP Secondary Sedimentation Basin</b> - Engineering Services - per Oas monthly engineering report dated 5.10.2021, Conducted site surveying. Soil borings performed this month. Design is ongoing- per Oas monthly engineering report dated 8.11.2021, design work is about 60 % complete - Construction is scheduled for FY 21.22 - Per OAs monthly engineering report dated 2.01.2022, WRCOG has filed EDA grant application for American Rescue Plan funding of \$3,856,500. | WK Dickson        | 428,000.00 | 64.46%     | work in progress |
| 1815   | 2022.203 | <b>Maryville School Lift Station Replacement Proj - SC RIA grant -</b>                                                                                                                                                                                                                                                                                                                                                                                                             | MB Kahn Inc.      | 537,821.00 | 0.00%      | work in progress |
| 1815   | 2022.204 | <b>Maryville School Lift Station Replacement Proj - ARPA funds -</b>                                                                                                                                                                                                                                                                                                                                                                                                               | MB Kahn Inc.      | 389,908.00 | 0.00%      | work in progress |
| 1815   | 2022.057 | <b>Maryville School Lift Station Replacement Proj</b> - Engineering and design - per OA's monthly engineering report dated 11.03.2020, held a kickoff meeting with consultant 10.20.2020, and Wetland delineation and site survey scheduled for next month - per OA's monthly engineering report dated 5.10.2021, Design is on-going and about 90% complete. Construction awarded to MB Khan - per OA's monthly engineering report dated 2.01.2022                                 | LE Wooten Company | 47,816.00  | 74.96%     | work in progress |
| 4015   | 2022.187 | <b>Stormwater System Improvements</b> - EDA Grant number 04-79-07494 - per OA's monthly engineering report dated 10.07.2021, WK Dickson's proposal was approved by City Council on 9.16.2021 - per OA's monthly engineering report dated 2.01.2022, issued Notice of Award on 11.29.2021 - Kickoff meeting held 1/11/2022 - This project is 80% funded by EDA and the county funds the 20% match.                                                                                  | WK Dickson        | 567,200.00 | 0.00%      | work in progress |

Attachment: Current Project Listing 2022.02.28 (3534 : February 2022 Monthly Finance and IT Report)



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

## Department 01 Administration

Purchase Order 2022-00000041  
Description CARASOFT  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - COUNCIL MEETING SOFTWARE HOSTING FEES

Department 01 Administration  
Vendor 16119 - CARASOFT TECHNOLOGY CORP  
CARASOFT  
1860 MICHAEL FARADAY DRIVE  
SUITE 100  
RESTON, VA 20190

|                 |            |            |       |
|-----------------|------------|------------|-------|
| G/L Date        | 07/15/2021 | Amount     | 8,494 |
| Deliver by Date | 08/30/2021 | Voided     |       |
| Printed Date    | 07/15/2021 | Discounted |       |
| Completed Date  |            | Expensed   | 4,954 |
| Expiration Date | 09/30/2021 | Remaining  | 3,539 |
|                 |            | Encumbered | 3,539 |

Purchase Order 2022-00000067  
Description SCMIRF - BLANKET  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROPERTY INSURANCE

Department 01 Administration  
Vendor 330 - SCMIRF  
SCMIRF  
SC MUNICIPAL INSURANCE RISK AND FINANCING FUND  
PO BOX 12220  
COLUMBIA, SC 29211

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/29/2021 | Amount     | 25,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/30/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 7,718  |
| Expiration Date | 07/30/2022 | Remaining  | 17,281 |
|                 |            | Encumbered | 17,281 |

Purchase Order 2022-00000068  
Description SET SOLUTIONS  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROFESSIONAL SERVICES

Department 01 Administration  
Vendor 7196 - SET SOLUTIONS, LLC  
SET SOLUTIONS, LLC  
710 EAST MAIN STREET  
LEXINGTON, SC 29072

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/29/2021 | Amount     | 25,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/30/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 10,500 |
| Expiration Date | 07/30/2022 | Remaining  | 14,500 |
|                 |            | Encumbered | 14,500 |

Purchase Order 2022-00000158  
Description CROSBY LAW FIRM  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - LEGAL FEES

Department 01 Administration  
Vendor 10151 - CROSBY LAW FIRM LLC  
CROSBY LAW FIRM LLC  
405 DOZIER STREET  
GEORGETOWN, SC 29440

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 11/17/2021 | Amount     | 25,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 11/18/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 10,138 |
| Expiration Date | 07/30/2022 | Remaining  | 14,861 |
|                 |            | Encumbered | 14,861 |

Purchase Order 2022-00000196  
Description SCMIT QUARTERLY BILLING  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number SCMIT QUARTERLY BILLING

Department 01 Administration  
Vendor 7475 - SCMIT  
SC MUNICIPAL INSURANCE TRUST  
PO BOX 12220  
COLUMBIA, SC 29211-2220

|                 |            |            |         |
|-----------------|------------|------------|---------|
| G/L Date        | 01/28/2022 | Amount     | 202,290 |
| Deliver by Date | 06/30/2022 | Voided     |         |
| Printed Date    | 01/28/2022 | Discounted |         |
| Completed Date  |            | Expensed   | 101,145 |
| Expiration Date | 07/30/2022 | Remaining  | 101,145 |
|                 |            | Encumbered | 101,145 |

|                                     |                 |   |        |           |
|-------------------------------------|-----------------|---|--------|-----------|
| Department 01 Administration Totals | Purchase Orders | 5 | Amount | \$285,784 |
|                                     |                 |   | Voided | \$0.00    |



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

|                              |                                                         |            |                                            |                 |            |            |              |
|------------------------------|---------------------------------------------------------|------------|--------------------------------------------|-----------------|------------|------------|--------------|
|                              |                                                         |            |                                            |                 | Discounted | \$0        |              |
|                              |                                                         |            |                                            |                 | Expensed   | \$134,456  |              |
|                              |                                                         |            |                                            |                 | Remaining  | \$151,327  |              |
|                              |                                                         |            |                                            |                 | Encumbered | \$151,327  |              |
| Department <b>04 Finance</b> |                                                         |            |                                            |                 |            |            |              |
| Purchase Order               | 2022-00000004                                           | Department | 04 Finance                                 | G/L Date        | 07/01/2021 | Amount     | 18,000       |
| Description                  | STATEWIDE                                               | Vendor     | 16313 - STATEWIDE SECURITY SYSTEMS INC     | Deliver by Date | 06/30/2022 | Voided     |              |
| Type                         | Blanket                                                 |            | STATEWIDE SECURITY SYSTEMS INC             | Printed Date    | 07/01/2021 | Discounted |              |
| Status                       | Open                                                    |            | 3120 N BELTLINE BLVD SUITE 100             | Completed Date  |            | Expensed   | 13,635       |
| Bill To Location             | P-04 - Finance                                          |            | COLUMBIA, SC 29204                         | Expiration Date | 07/30/2022 | Remaining  | 4,365        |
| Assigned To Buyer            |                                                         |            |                                            |                 |            | Encumbered | 4,365        |
| Resolution Number            | BLANKET                                                 |            |                                            |                 |            |            |              |
|                              |                                                         |            |                                            |                 |            |            |              |
| Purchase Order               | 2022-00000168                                           | Department | 04 Finance                                 | G/L Date        | 12/13/2021 | Amount     | 68,000       |
| Description                  | HTC - CLOUD MANAGEMENT                                  | Vendor     | 5615 - HTC COMMUNICATIONS INC              | Deliver by Date | 06/30/2022 | Voided     |              |
| Type                         | Blanket                                                 |            | HTC COMMUNICATIONS INC                     | Printed Date    | 12/16/2021 | Discounted |              |
| Status                       | Open                                                    |            | PO BOX 1819                                | Completed Date  |            | Expensed   | 22,448       |
| Bill To Location             | P-04 - Finance                                          |            | CONWAY, SC 29528-1819                      | Expiration Date | 07/30/2022 | Remaining  | 45,551       |
| Assigned To Buyer            |                                                         |            |                                            |                 |            | Encumbered | 45,551       |
| Resolution Number            | BLANKET - CLOUD MANAGEMENT SERVICES                     |            |                                            |                 |            |            |              |
|                              |                                                         |            |                                            |                 |            |            |              |
| Purchase Order               | 2022-00000185                                           | Department | 04 Finance                                 | G/L Date        | 01/05/2022 | Amount     | 74,640       |
| Description                  | RAFTELIS FINANCIAL CONSULTANTS INC - UTILITY RATE STUDY | Vendor     | 19062 - RAFTELIS FINANCIAL CONSULTANTS INC | Deliver by Date | 04/28/2022 | Voided     |              |
| Type                         | Standard                                                |            | RAFTELIS FINANCIAL CONSULTANTS INC         | Printed Date    | 01/05/2022 | Discounted |              |
| Status                       | Open                                                    |            | DBA RAFTELIS                               | Completed Date  |            | Expensed   |              |
| Bill To Location             | P-04 - Finance                                          |            | 227 WEST TRADE ST SUITE 1400               | Expiration Date | 06/30/2022 | Remaining  | 74,640       |
| Assigned To Buyer            |                                                         |            | CHARLOTTE, NC 28202                        |                 |            | Encumbered | 74,640       |
| Resolution Number            | PROFESSIONAL SERVICES                                   |            |                                            |                 |            |            |              |
|                              |                                                         |            |                                            |                 |            |            |              |
| Purchase Order               | 2022-00000198                                           | Department | 04 Finance                                 | G/L Date        | 02/10/2022 | Amount     | 6,000        |
| Description                  | TYLER TECHNOLOGIES - UNLIMITED LICENSING                | Vendor     | 17506 - TYLER TECHNOLOGIES INC             | Deliver by Date | 04/30/2022 | Voided     |              |
| Type                         | Standard                                                |            | TYLER TECHNOLOGIES INC                     | Printed Date    | 02/10/2022 | Discounted |              |
| Status                       | Open                                                    |            | 840 W LONG LAKE RD                         | Completed Date  |            | Expensed   |              |
| Bill To Location             | P-04 - Finance                                          |            | TROY, MI 48098                             | Expiration Date | 05/30/2022 | Remaining  | 6,000        |
| Assigned To Buyer            |                                                         |            |                                            |                 |            | Encumbered | 6,000        |
| Resolution Number            | SOFTWARE - UNLIMITED LICENSING                          |            |                                            |                 |            |            |              |
|                              |                                                         |            |                                            |                 |            |            |              |
|                              |                                                         |            | Department <b>04 Finance</b> Totals        | Purchase Orders | 4          | Amount     | \$166,640    |
|                              |                                                         |            |                                            |                 |            | Voided     | \$0          |
|                              |                                                         |            |                                            |                 |            | Discounted | \$0          |
|                              |                                                         |            |                                            |                 |            | Expensed   | \$36,083     |
|                              |                                                         |            |                                            |                 |            | Remaining  | \$130,556.00 |

Attachment: Open PO Report 2022.02.28 (3534 : February 2022 Monthly Finance and IT Re





# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

|                   |                                    |            |                                          |                 |            |            |
|-------------------|------------------------------------|------------|------------------------------------------|-----------------|------------|------------|
|                   |                                    |            |                                          |                 | Encumbered | \$130,556  |
| Department        | 05 Police                          |            |                                          |                 |            |            |
| Purchase Order    | 2022-00000036                      | Department | 05 Police                                | G/L Date        | 07/01/2021 | Amount     |
| Description       | SC DJJ                             | Vendor     | 4085 - SC DEPARTMENT OF JUVENILE JUSTICE | Deliver by Date | 06/30/2022 | Voided     |
| Type              | Standard                           |            | SC DEPARTMENT OF JUVENILE JUSTICE        | Printed Date    | 07/08/2021 | Discounted |
| Status            | Open                               |            | P O BOX 21069                            | Completed Date  |            | Expensed   |
| Bill To Location  | P-04 - Finance                     |            | COLUMBIA, SC 29221                       | Expiration Date | 07/30/2022 | Remaining  |
| Assigned To Buyer |                                    |            |                                          |                 |            | Encumbered |
| Resolution Number | BLANKET - JUVENILE HOUSING         |            |                                          |                 |            | 10,000     |
|                   |                                    |            |                                          |                 |            | 10,000     |
| Purchase Order    | 2022-00000054                      | Department | 05 Police                                | G/L Date        | 07/20/2021 | Amount     |
| Description       | GALLS                              | Vendor     | 400 - GALLS INC                          | Deliver by Date | 06/30/2022 | Voided     |
| Type              | Blanket                            |            | Gall's Inc                               | Printed Date    | 07/22/2021 | Discounted |
| Status            | Open                               |            | Po Box 55208                             | Completed Date  |            | Expensed   |
| Bill To Location  | P-04 - Finance                     |            | Lexington, KY 40555-5208                 | Expiration Date | 07/30/2022 | Remaining  |
| Assigned To Buyer |                                    |            |                                          |                 |            | Encumbered |
| Resolution Number | BLANKET                            |            |                                          |                 |            | 8,594      |
|                   |                                    |            |                                          |                 |            | 8,594      |
| Purchase Order    | 2022-00000132                      | Department | 05 Police                                | G/L Date        | 10/05/2021 | Amount     |
| Description       | MOTOROLA                           | Vendor     | 3613 - MOTOROLA SOLUTIONS INC            | Deliver by Date | 12/15/2021 | Voided     |
| Type              | Standard                           |            | MOTOROLA SOLUTIONS INC                   | Printed Date    | 10/14/2021 | Discounted |
| Status            | Open                               |            | PO BOX 404059                            | Completed Date  |            | Expensed   |
| Bill To Location  | P-04 - Finance                     |            | ATLANTA, GA 30384-4059                   | Expiration Date | 01/15/2022 | Remaining  |
| Assigned To Buyer |                                    |            |                                          |                 |            | Encumbered |
| Resolution Number | STATE CONTRACT #4400021163         |            |                                          |                 |            | 24,814     |
|                   |                                    |            |                                          |                 |            | 24,814     |
| Purchase Order    | 2022-00000133                      | Department | 05 Police                                | G/L Date        | 10/13/2021 | Amount     |
| Description       | MOTOROLA                           | Vendor     | 3613 - MOTOROLA SOLUTIONS INC            | Deliver by Date | 12/30/2021 | Voided     |
| Type              | Standard                           |            | MOTOROLA SOLUTIONS INC                   | Printed Date    | 10/14/2021 | Discounted |
| Status            | Open                               |            | PO BOX 404059                            | Completed Date  |            | Expensed   |
| Bill To Location  | P-04 - Finance                     |            | ATLANTA, GA 30384-4059                   | Expiration Date | 01/30/2022 | Remaining  |
| Assigned To Buyer |                                    |            |                                          |                 |            | Encumbered |
| Resolution Number | STATE CONTRACT #4400021163         |            |                                          |                 |            | 5,170      |
|                   |                                    |            |                                          |                 |            | 5,170      |
| Purchase Order    | 2022-00000160                      | Department | 05 Police                                | G/L Date        | 11/04/2021 | Amount     |
| Description       | SAINT FRANCES ANIMAL CENTER        | Vendor     | 6700 - ST FRANCES ANIMAL CENTER          | Deliver by Date | 06/30/2022 | Voided     |
| Type              | Standard                           |            | ST FRANCES ANIMAL CENTER                 | Printed Date    | 11/18/2021 | Discounted |
| Status            | Open                               |            | 125 RIDGE ST                             | Completed Date  |            | Expensed   |
| Bill To Location  | P-04 - Finance                     |            | GEORGETOWN, SC 29440                     | Expiration Date | 07/30/2022 | Remaining  |
| Assigned To Buyer |                                    |            |                                          |                 |            | Encumbered |
| Resolution Number | CONTRACT SERVICES - ANIMAL CONTROL |            |                                          |                 |            | 37,500     |
|                   |                                    |            |                                          |                 |            | 37,500     |
| Purchase Order    | 2022-00000201                      | Department | 05 Police                                | G/L Date        | 02/16/2022 | Amount     |
|                   |                                    |            |                                          |                 |            | 6,035      |



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

## Department 05 Police

Description CRAIGS FIREARM - WEAPONS REPLACEMENT  
Type Standard  
Status Open  
Bill To Location P-05 - Police  
Assigned To Buyer  
Resolution Number STATE CONTRACT #4400025707

Vendor 17459 - CRAIGS FIREARM SUPPLY INC  
CRAIGS FIREARM SUPPLY INC  
8761 CHAPMAN HWY  
KNOXVILLE, TN 37920

Deliver by Date 06/30/2022  
Printed Date 02/17/2022  
Completed Date  
Expiration Date 07/30/2022  
Voided  
Discounted  
Expensed  
Remaining 6,035  
Encumbered 6,035

Purchase Order 2022-00000202  
Description MOTOROLA - POLICE DEPT EQUIPMENT  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number FY22 SCDPS SRO Grant # SR-024-N2202-22

Department 05 Police  
Vendor 3613 - MOTOROLA SOLUTIONS INC  
MOTOROLA SOLUTIONS INC  
PO BOX 404059  
ATLANTA, GA 30384-4059

G/L Date 02/16/2022  
Deliver by Date 06/30/2022  
Printed Date 02/17/2022  
Completed Date  
Expiration Date 07/30/2022  
Amount 12,868  
Voided  
Discounted  
Expensed  
Remaining 12,868  
Encumbered 12,868

Department 05 Police Totals Purchase Orders 7  
Amount \$149,887  
Voided \$0  
Discounted \$0  
Expensed \$44,905  
Remaining \$104,982  
Encumbered \$104,982

## Department 09 Housing and Community Dev.

Purchase Order 2022-00000142  
Description WACCAMAW REGIONAL & PLANNING - CDBG  
GRANT #4-CE-20-007  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROFESSIONAL SERVICES - CDBG GRANT #4-CE-20-007

Department 09 Housing and Community Dev.  
Vendor 1137 - WACCAMAW REGIONAL & PLANNING  
WACCAMAW REGIONAL COUNCIL OF  
GOVERNMENT  
1230 HIGHMARKET ST  
GEORGETOWN, SC 29440

G/L Date 10/21/2021  
Deliver by Date 06/30/2022  
Printed Date 10/21/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 34,091  
Voided  
Discounted  
Expensed  
Remaining 34,091  
Encumbered 34,091

Purchase Order 2022-00000143  
Description WACCAMAW REGIONAL & PLANNING -  
COMPREHENSIVE PLAN  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number COMPREHENSIVE PLAN

Department 09 Housing and Community Dev.  
Vendor 1137 - WACCAMAW REGIONAL & PLANNING  
WACCAMAW REGIONAL COUNCIL OF  
GOVERNMENT  
1230 HIGHMARKET ST  
GEORGETOWN, SC 29440

G/L Date 10/21/2021  
Deliver by Date 06/30/2022  
Printed Date 10/21/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 35,000  
Voided  
Discounted  
Expensed 25,000  
Remaining 10,000  
Encumbered 10,000



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

Department **09 Housing and Community Dev.**

Purchase Order 2022-00000154  
Description SAFEBUILT  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROFESSIONAL SERVICES

Department Vendor 09 Housing and Community Dev.  
18963 - SAFEBUILT CAROLINAS LLC  
SAFEBUILT CAROLINAS LLC  
3755 PRECISION DRIVE  
SUITE 140  
LOVELAND, CO 80538

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 11/09/2021 | Amount     | 25,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 11/10/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 12,800 |
| Expiration Date | 07/30/2022 | Remaining  | 12,200 |
|                 |            | Encumbered | 12,200 |

Department **09 Housing and Community Dev. Totals**

|                 |   |            |          |
|-----------------|---|------------|----------|
| Purchase Orders | 3 | Amount     | \$94,091 |
|                 |   | Voided     | \$0      |
|                 |   | Discounted | \$0      |
|                 |   | Expensed   | \$37,800 |
|                 |   | Remaining  | \$56,291 |
|                 |   | Encumbered | \$56,291 |

Department **11 Fire**

Purchase Order 2022-00000009  
Description CODY SIFFORD  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - PROFESSIONAL SERVICES

Department Vendor 11 Fire  
18825 - SIFFORD, CODY  
CODY SIFFORD  
252 CLEARWATER DR  
PAWLEYS ISLAND, SC 29585

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/01/2021 | Amount     | 11,400 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/02/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 7,600  |
| Expiration Date | 07/30/2022 | Remaining  | 3,800  |
|                 |            | Encumbered | 3,800  |

Purchase Order 2022-00000110  
Description NAFECO - FIRE  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number TURN OUT GEAR

Department Vendor 11 Fire  
4942 - NAFECO INC  
NAFECO INC  
1515 WEST MOULTON ST  
DECATUR, AL 35601

|                 |            |            |       |
|-----------------|------------|------------|-------|
| G/L Date        | 09/15/2021 | Amount     | 8,188 |
| Deliver by Date | 10/30/2021 | Voided     |       |
| Printed Date    | 09/16/2021 | Discounted |       |
| Completed Date  |            | Expensed   |       |
| Expiration Date | 11/30/2021 | Remaining  | 8,188 |
|                 |            | Encumbered | 8,188 |

Purchase Order 2022-00000153  
Description MOTOROLA - FIRE DEPT RADIO  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number EQUIPMENT

Department Vendor 11 Fire  
3613 - MOTOROLA SOLUTIONS INC  
MOTOROLA SOLUTIONS INC  
PO BOX 404059  
ATLANTA, GA 30384-4059

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 11/10/2021 | Amount     | 11,239 |
| Deliver by Date | 01/30/2022 | Voided     |        |
| Printed Date    | 11/10/2021 | Discounted |        |
| Completed Date  |            | Expensed   |        |
| Expiration Date | 02/28/2022 | Remaining  | 11,239 |
|                 |            | Encumbered | 11,239 |

Purchase Order 2022-00000206  
Description SPARTAN FIRE & EMERGENCY - ENGINE 22 REPLACEMENT

Department Vendor 11 Fire  
16070 - SPARTAN FIRE & EMERGENCY APPARATUS  
INC

|                 |            |        |         |
|-----------------|------------|--------|---------|
| G/L Date        | 02/22/2022 | Amount | 549,750 |
| Deliver by Date | 08/30/2022 | Voided |         |



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

## Department 11 Fire

Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number ENGINE 22 REPLACEMENT  
  
Purchase Order 2022-00000207  
Description VIC BAILEY FORD - FIRE DEPT  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number REPLACE ASSISTANT FIRE CHIEF VEH #1144

SPARTAN FIRE & EMERGENCY APPARATUS INC  
319 SOUTHPORT ROAD  
ROEBUCK, SC 29376

Printed Date 02/24/2022  
Completed Date  
Expiration Date 09/30/2022  
Discounted Expensed  
Remaining 549,750  
Encumbered 549,750

Department 11 Fire  
Vendor 745 - VIC BAILEY FORD INC  
VIC BAILEY FORD INC  
501 E DANIEL MORGAN  
SPARTANBURG, SC 29304

G/L Date 02/22/2022  
Deliver by Date 08/30/2022  
Printed Date 02/24/2022  
Completed Date  
Expiration Date 09/30/2022  
Amount 35,366  
Voided  
Discounted  
Expensed  
Remaining 35,366  
Encumbered 35,366

## Department 11 Fire Totals

Purchase Orders 5  
Amount \$615,943  
Voided \$0  
Discounted \$0  
Expensed \$7,600  
Remaining \$608,343  
Encumbered \$608,343

## Department 12 Public Works

Purchase Order 2022-00000103  
Description RAYMOND ENGINEERING - PROJ #1220  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJECT #1220 - PROFESSIONAL SERVICES

Department 12 Public Works  
Vendor 18901 - RAYMOND ENGINEERING GEORGIA INC  
RAYMOND ENGINEERING GEORGIA INC  
1224 ROYAL DRIVE  
CONYERS, GA 30094

G/L Date 09/02/2021  
Deliver by Date 06/30/2022  
Printed Date 09/02/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 10,650  
Voided  
Discounted  
Expensed 5,650  
Remaining 5,000  
Encumbered 5,000

Purchase Order 2022-00000125  
Description SUTTONS SAFETY SHOES  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BOOT TRUCK ON SITE

Department 12 Public Works  
Vendor 17712 - SUTTON'S SAFETY SHOES INC  
SUTTON'S SAFETY SHOES INC  
7943 HWY 70 WEST  
LA GRANGE, NC 28551

G/L Date 09/14/2021  
Deliver by Date 06/30/2022  
Printed Date 10/07/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 7,000  
Voided  
Discounted  
Expensed 2,622  
Remaining 4,377  
Encumbered 4,377

Purchase Order 2022-00000141  
Description R & D LAWN CARE - NEW PLANTER BOXES  
Type Standard  
Status Open  
Bill To Location P-04 - Finance

Department 12 Public Works  
Vendor 17517 - R & D LAWN CARE  
R & D LAWN CARE  
JAMES FRANCIS WILLIAMS  
54 WIDGEON ROAD

G/L Date 10/14/2021  
Deliver by Date 04/30/2022  
Printed Date 10/21/2021  
Completed Date  
Expiration Date 05/30/2022  
Amount 7,500  
Voided  
Discounted  
Expensed 3,750  
Remaining 3,750.00



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary ListingDepartment **12 Public Works**

Assigned To Buyer

Resolution Number NEW PLANTER BOXES

GEORGETOWN, SC 29440

Encumbered

3,750

Purchase Order 2022-00000163

Description JANI KING - JANITORIAL SERVICES FOR CITY OF GEORGETOWN

Department

12 Public Works

G/L Date

11/22/2021

Amount

58,573

Description

Vendor

18564 - SYNERGY FRANCHISING CORPORATION

Deliver by Date

06/30/2022

Voided

Type

Standard

SYNERGY FRANCHISING CORPORATION

Printed Date

12/02/2021

Discounted

Status

Open

DBA JANI-KING OF MYRTLE BEACH

Completed Date

Expensed

18,732

Bill To Location

P-04 - Finance

5000 HIGHWAY 17 BYPASS SOUTH

Expiration Date

07/30/2022

Remaining

39,841

Assigned To Buyer

Resolution Number JANITORIAL SERVICES

MYRTLE BEACH, SC 29588

Encumbered

Purchase Order 2022-00000179

Description WRANGLER HOLDCO - DBA WASTE INDUSTRIES A GFL

Department

12 Public Works

G/L Date

12/09/2021

Amount

37,000

Type

Standard

WRANGLER HOLDCO CORP

Printed Date

12/16/2021

Discounted

Status

Open

DBA WASTE INDUSTRIES LLC

Completed Date

Expensed

12,269

Bill To Location

P-04 - Finance

A GFL ENVIRONMENTAL COMPANY

Expiration Date

07/30/2022

Remaining

24,730

Assigned To Buyer

Resolution Number BLANKET FOR 6 MONTHS OF SERVICE

3301 BENSON DR SUITE 601

Encumbered

24,730

Purchase Order 2022-00000193

Description GEORGETOWN COUNTY BOARD OF DISABILITIES

Department

12 Public Works

G/L Date

01/26/2022

Amount

18,500

Description

Vendor

4200 - GEORGETOWN COUNTY BOARD OF DISABILITIES

Deliver by Date

06/30/2022

Voided

Type

Standard

GEORGETOWN COUNTY BOARD OF

Printed Date

01/28/2022

Discounted

Status

Open

&amp; SPECIAL NEEDS

Completed Date

Expensed

2,578

Bill To Location

P-04 - Finance

PO BOX 1471

Expiration Date

07/30/2022

Remaining

15,921

Assigned To Buyer

Resolution Number 6 MONTH BLANKET

GEORGETOWN, SC 29442

Encumbered

15,921

Department **12 Public Works** Totals

Purchase Orders 6

Amount

\$139,223

Voided

\$0

Discounted

\$0

Expensed

\$45,602

Remaining

\$93,621

Encumbered

\$53,780

Department **19 Electric**

Purchase Order 2022-00000039

Description WESCO DISTRIBUTION - INVENTORY

Department

19 Electric

G/L Date

07/01/2021

Amount

25,000

Description

Vendor

367 - WESCO DISTRIBUTION INC

Deliver by Date

06/30/2022

Voided

Type

Standard

WESCO DISTRIBUTION INC

Printed Date

07/08/2021

Discounted

Status

Open

1050 CHRIS CIRCLE

Completed Date

Expensed

25,000

Bill To Location

P-04 - Finance

WEST COLUMBIA, SC 29170

Expiration Date

07/30/2022

Remaining





# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

Department **19 Electric**

Assigned To Buyer

Resolution Number BLANKET - INVENTORY & MATERIALS

Encumbered

Purchase Order 2022-00000043  
Description COASTAL STRUCTURES - CONTRACTING OF  
EMPLOYEE  
Type Blanket **final invoice paid 1.13.2022 - will close**  
Status Open **manually**  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROFESSIONAL SERVICES

Department 19 Electric  
Vendor 6524 - COASTAL STRUCTURES CORPORATION  
COASTAL STRUCTURES CORPORATION  
PO BOX 937  
GEORGETOWN, SC 29442

G/L Date 07/09/2021 Amount 25,000  
Deliver by Date 02/28/2022 Voided  
Printed Date 07/15/2021 Discounted  
Completed Date Expensed 24,232  
Expiration Date 03/30/2022 Remaining 767  
Encumbered 767

Purchase Order 2022-00000049  
Description SOLOMON CORP  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - SOLE SOURCE

Department 19 Electric  
Vendor 7279 - SOLOMON CORPORATION  
SOLOMON CORPORATION  
103 WEST MAIN ST  
SOLOMON, KS 67480

G/L Date 07/09/2021 Amount 25,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/15/2021 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2022 Remaining 25,000  
Encumbered

Purchase Order 2022-00000069  
Description SUMTER UTILITIES - ELECTRIC DISTRIBUTION  
CONTRACTOR  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number ELECTRIC DISTRIBUTION CONTRACTOR  
SERVICES

Department 19 Electric  
Vendor 16338 - SUMTER UTILITIES INC  
SUMTER UTILITIES  
PO BOX 579  
SUMTER, SC 29151-0579

G/L Date 07/29/2021 Amount 430,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/30/2021 Discounted  
Completed Date Expensed 193,573  
Expiration Date 07/30/2022 Remaining 236,426  
Encumbered 236,426

Purchase Order 2022-00000096  
Description LINE EQUIPMENT - BLANKET  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - INVENTORY & MATERIALS

Department 19 Electric  
Vendor 8540 - LINE EQUIPMENT SALES CO INC  
LINE EQUIPMENT SALES CO INC  
ELECTRIC UTILITY SUPPLY LTD  
PO BOX 3269  
WEST COLUMBIA, SC 29171-3269

G/L Date 08/24/2021 Amount 25,000  
Deliver by Date ~~09/30/2021~~ Voided  
Printed Date 08/26/2021 Discounted  
Completed Date Expensed 20,013  
Expiration Date 10/30/2021 Remaining 4,986  
Encumbered

Purchase Order 2022-00000098  
Description RICKYS TREE SERVICE  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance

Department 19 Electric  
Vendor 16748 - RICKYS TREE SERVICE  
RICKYS TREE SERVICE  
1096 LOBLOLLY DRIVE  
MANNING, SC 29102

G/L Date 08/16/2021 Amount 100,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 08/26/2021 Discounted  
Completed Date Expensed 87,547  
Expiration Date 07/30/2022 Remaining 12,452



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

Department **19 Electric**

Assigned To Buyer

Resolution Number TREE CREW SERVICES CONTRACT LABOR

Encumbered 12,452

Purchase Order 2022-00000120

Description BORDER STATES (FORMERLY SHEALY ELECTRICAL) - BLANKET

Type Blanket

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BLANKET - INVENTORY & MATERIALS

Department

19 Electric

Vendor

18809 - BORDER STATES INDUSTRIES INC

G/L Date

09/29/2021

Deliver by Date

06/30/2022

Amount

25,000

Voided

Printed Date

10/07/2021

Completed Date

07/30/2022

Discounted

Expensed

22,720

Remaining

2,279

Encumbered

Purchase Order 2022-00000147

Description BORDER STATES (FORMERLY SHEALY ELECTRICAL) - BLANKET

Type Blanket

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BLANKET - INVENTORY & MATERIALS

Department

19 Electric

Vendor

18809 - BORDER STATES INDUSTRIES INC

G/L Date

11/02/2021

Deliver by Date

06/30/2022

Amount

25,000

Voided

Printed Date

11/04/2021

Completed Date

07/30/2022

Discounted

Expensed

16,830

Remaining

8,169

Encumbered

Purchase Order 2022-00000169

Description CANNON TECHNOLOGIES

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number METER SUPPLIES

Department

19 Electric

Vendor

16312 - CANNON TECHNOLOGIES INC

CANNON TECHNOLOGIES INC

DBA EATON CORP

28370 NETWORK PLACE

CHICAGO, IL 60673-1283

G/L Date

12/13/2021

Deliver by Date

05/13/2022

Printed Date

12/16/2021

Completed Date

06/30/2022

Amount

24,906

Voided

Discounted

Expensed

24,906

Remaining

Encumbered

Purchase Order 2022-00000171

Description COASTAL STRUCTURES - CONTRACTING OF EMPLOYEE

Type Blanket

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES

Department

19 Electric

Vendor

6524 - COASTAL STRUCTURES CORPORATION

G/L Date

12/09/2021

Deliver by Date

02/28/2022

Amount

25,000

Voided

Printed Date

12/16/2021

Completed Date

03/30/2022

Discounted

Expensed

4,477

Remaining

20,522

Encumbered

Purchase Order 2022-00000180

Description BORDER STATES (FORMERLY SHEALY ELECTRICAL) - BLANKET

Type Blanket

Status Open

Department

19 Electric

Vendor

18809 - BORDER STATES INDUSTRIES INC

G/L Date

12/29/2021

Deliver by Date

06/30/2022

Amount

25,000

Voided

Printed Date

12/29/2021

Completed Date

Discounted

Expensed



# OPEN PURCHASE ORDER REPORT - MONTHLY

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Report by Department - Purchase Order Number  
Summary Listing

## Department 19 Electric

Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - INVENTORY & MATERIALS

CHARLOTTE, NC 28260-3585

Expiration Date 07/30/2022  
Remaining Encumbered 25,000

Purchase Order 2022-00000183  
Description LINE EQUIPMENT - BLANKET  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - INVENTORY & MATERIALS

Department 19 Electric  
Vendor 8540 - LINE EQUIPMENT SALES CO INC  
LINE EQUIPMENT SALES CO INC  
ELECTRIC UTILITY SUPPLY LTD  
PO BOX 3269  
WEST COLUMBIA, SC 29171-3269

G/L Date 12/29/2021  
Deliver by Date 06/30/2022  
Printed Date 12/29/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 25,000  
Voided  
Discounted  
Expensed  
Remaining Encumbered 25,000

Purchase Order 2022-00000205  
Description MOSCA DESIGN - CHRISTMAS DECORATIONS  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number CHRISTMAS DECORATIONS

Department 19 Electric  
Vendor 17436 - MOSCA DESIGN INC  
MOSCA DESIGN INC  
8450 GARVEY DRIVE  
RALEIGH, NC 27616

G/L Date 02/23/2022  
Deliver by Date 06/24/2022  
Printed Date 02/24/2022  
Completed Date  
Expiration Date 07/30/2022  
Amount 6,133  
Voided  
Discounted  
Expensed  
Remaining Encumbered 6,133

Department 19 Electric Totals  
Purchase Orders 13  
Amount \$786,040  
Voided \$0  
Discounted \$0  
Expensed \$369,395  
Remaining \$416,644  
Encumbered \$276,302

## Department 21 G & A

Purchase Order 2022-00000017  
Description BADGER METER - INVENTORY  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number INVENTORY

Department 21 G & A  
Vendor 18056 - BADGER METER INC  
BADGER METER INC  
PO BOX 17988  
DENVER, CO 80217-7988

G/L Date 07/01/2021  
Deliver by Date 06/30/2022  
Printed Date 07/08/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 15,000  
Voided  
Discounted  
Expensed 12,888  
Remaining Encumbered 2,111

Purchase Order 2022-00000019  
Description COASTAL ASPHALT - WATER  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer

Department 21 G & A  
Vendor 15796 - COASTAL ASPHALT LLC  
COASTAL ASPHALT LLC  
2142 WINBURN ST  
CONWAY, SC 29527

G/L Date 07/06/2021  
Deliver by Date 06/30/2022  
Printed Date 07/08/2021  
Completed Date  
Expiration Date 07/30/2022  
Amount 12,000  
Voided  
Discounted  
Expensed 3,755  
Remaining Encumbered 8,244



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

Department 21 G & A

Resolution Number BLANKET - ANNUAL CITYWIDE ASPHALT  
PATCHING PROJECT

Purchase Order 2022-00000020  
Description COASTAL ASPHALT - SEWER  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - ANNUAL CITYWIDE ASPHALT  
PATCHING PROJECT

Department 21 G & A  
Vendor 15796 - COASTAL ASPHALT LLC  
COASTAL ASPHALT LLC  
2142 WINBURN ST  
CONWAY, SC 29527

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/06/2021 | Amount     | 12,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/08/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 3,970  |
| Expiration Date | 07/30/2022 | Remaining  | 8,029  |
|                 |            | Encumbered | 8,029  |

Purchase Order 2022-00000021  
Description COASTAL ASPHALT - STORMWATER  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - ASPHALT PAVING

Department 21 G & A  
Vendor 15796 - COASTAL ASPHALT LLC  
COASTAL ASPHALT LLC  
2142 WINBURN ST  
CONWAY, SC 29527

|                 |            |            |       |
|-----------------|------------|------------|-------|
| G/L Date        | 07/06/2021 | Amount     | 1,750 |
| Deliver by Date | 06/30/2022 | Voided     |       |
| Printed Date    | 07/08/2021 | Discounted |       |
| Completed Date  |            | Expensed   | 240   |
| Expiration Date | 07/30/2022 | Remaining  | 1,510 |
|                 |            | Encumbered | 1,510 |

Purchase Order 2022-00000022  
Description IDEXX DISTRIBUTION -SUPPLIES - WASTEWATER  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number WASTEWATER SUPPLIES

Department 21 G & A  
Vendor 4427 - IDEXX DISTRIBUTION CORP.  
IDEXX DISTRIBUTION CORP.  
PO BOX 101327  
ATLANTA, GA 30392-1327

|                 |            |            |       |
|-----------------|------------|------------|-------|
| G/L Date        | 07/01/2021 | Amount     | 5,000 |
| Deliver by Date | 06/30/2022 | Voided     |       |
| Printed Date    | 07/08/2021 | Discounted |       |
| Completed Date  |            | Expensed   | 1,657 |
| Expiration Date | 07/30/2022 | Remaining  | 3,342 |
|                 |            | Encumbered | 3,342 |

Purchase Order 2022-00000024  
Description INDUSTRIAL REWINDING - 31.16  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number SOLE SOURCE REPAIRS

Department 21 G & A  
Vendor 1128 - INDUSTRIAL REWINDING INC  
INDUSTRIAL REWINDING INC  
PO BOX 3442  
MYRTLE BEACH , SC 29578

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/01/2021 | Amount     | 12,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/08/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 1,695  |
| Expiration Date | 07/30/2022 | Remaining  | 10,304 |
|                 |            | Encumbered | 10,304 |

Purchase Order 2022-00000025  
Description INDUSTRIAL REWINDING - 32.34  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number SOLE SOURCE REPAIRS

Department 21 G & A  
Vendor 1128 - INDUSTRIAL REWINDING INC  
INDUSTRIAL REWINDING INC  
PO BOX 3442  
MYRTLE BEACH , SC 29578

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/01/2021 | Amount     | 25,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/08/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 12,197 |
| Expiration Date | 07/30/2022 | Remaining  | 12,802 |
|                 |            | Encumbered | 12,802 |

Attachment: Open PO Report 2022.02.28 (3534 : February 2022 Monthly Finance and IT Report)



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

Department 21 G & A

Purchase Order 2022-00000027  
Description INDUSTRIAL SOLUTIONS - SULFURIC ACID 50%  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - CHEMICALS

Department 21 G & A  
Vendor 89 - INDUSTRIAL SOLUTIONS & SUPPLY  
INDUSTRIAL SOLUTIONS & SUPPLY  
PO BOX 1172  
MARION, SC 29571

G/L Date 07/01/2021 Amount 25,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/08/2021 Discounted  
Completed Date Expensed 14,518  
Expiration Date 07/30/2022 Remaining 10,481  
Encumbered 10,481

Purchase Order 2022-00000029  
Description INDUSTRIAL SOLUTIONS - HYPOCHLORITE TABLETS  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - ACCUTAB HYPOCHLORITE TABLETS

Department 21 G & A  
Vendor 89 - INDUSTRIAL SOLUTIONS & SUPPLY  
INDUSTRIAL SOLUTIONS & SUPPLY  
PO BOX 1172  
MARION, SC 29571

G/L Date 07/02/2021 Amount 23,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/08/2021 Discounted  
Completed Date Expensed 14,877  
Expiration Date 07/30/2022 Remaining 8,122  
Encumbered 8,122

Purchase Order 2022-00000033  
Description PUMPS PARTS & SERVICE - PUMP REPAIRS AT WWTP  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - PUMP REPAIRS AT WWTP

Department 21 G & A  
Vendor 924 - PUMPS PARTS & SERVICE INC  
PUMPS PARTS & SERVICE INC  
PO BOX 538247  
ATLANTA, GA 30353-8247

G/L Date 07/01/2021 Amount 12,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/08/2021 Discounted  
Completed Date Expensed 9,282  
Expiration Date 07/30/2022 Remaining 2,717  
Encumbered 2,717

Purchase Order 2022-00000037  
Description STONE CONSTRUCTION  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - SOLE SOURCE

Department 21 G & A  
Vendor 9046 - STONE CONSTRUCTION  
STONE CONSTRUCTION  
11191 GAPWAY RD  
ANDREWS, SC 29510

G/L Date 07/01/2021 Amount 20,700  
Deliver by Date 06/30/2022 Voided  
Printed Date 07/08/2021 Discounted  
Completed Date Expensed 12,008  
Expiration Date 07/30/2022 Remaining 8,691  
Encumbered 8,691

Purchase Order 2022-00000046  
Description INDUSTRIAL SOLUTIONS - POLYMER FOR WWTP BELT PRESS  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - POLYMER FOR WWTP BELT PRESS

Department 21 G & A  
Vendor 89 - INDUSTRIAL SOLUTIONS & SUPPLY  
INDUSTRIAL SOLUTIONS & SUPPLY  
PO BOX 1172  
MARION, SC 29571

G/L Date 07/13/2021 Amount 18,000  
Deliver by Date 06/30/2021 Voided  
Printed Date 07/15/2021 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2021 Remaining 18,000  
Encumbered 18,000

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# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

Department 21 G & A

Purchase Order 2022-00000057  
Description LE WOOTEN & COMPANY - PROJ #1815  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number MARYVILLE SCHOOL LIFT STATION #16 PROJ #1815

Department 21 G & A  
Vendor 18836 - L.E WOOTEN & COMPANY  
L.E WOOTEN & COMPANY  
DBA THE WOOTEN COMPANY  
120 N BOYLAN AVENUE  
RALEIGH, NC 27603

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 07/19/2021 | Amount     | 16,820 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 07/22/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 4,846  |
| Expiration Date | 07/30/2022 | Remaining  | 11,974 |
|                 |            | Encumbered | 11,974 |

Purchase Order 2022-00000061  
Description WK DICKSON - PROJ #1606  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJ #1606

Department 21 G & A  
Vendor 5417 - W K DICKSON & CO INC  
W K DICKSON & CO INC  
PO BOX 36005  
CHARLOTTE, NC 28236

|                 |            |            |         |
|-----------------|------------|------------|---------|
| G/L Date        | 07/19/2021 | Amount     | 368,163 |
| Deliver by Date | 06/30/2022 | Voided     |         |
| Printed Date    | 07/22/2021 | Discounted |         |
| Completed Date  |            | Expensed   | 216,049 |
| Expiration Date | 07/30/2022 | Remaining  | 152,113 |
|                 |            | Encumbered | 152,113 |

Purchase Order 2022-00000063  
Description CUMMINS SALES AND SERVICE - YEAR ONE MAINTENANCE ON GENERATORS  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROFESSIONAL SERVICES

Department 21 G & A  
Vendor 17889 - CUMMINS INC  
CUMMINS INC  
11101 NATIONS FORD RD  
CHARLOTTE, NC 28273

|                 |            |            |       |
|-----------------|------------|------------|-------|
| G/L Date        | 07/29/2021 | Amount     | 4,133 |
| Deliver by Date | 06/30/2022 | Voided     |       |
| Printed Date    | 07/30/2021 | Discounted |       |
| Completed Date  |            | Expensed   | 1,272 |
| Expiration Date | 07/30/2022 | Remaining  | 2,861 |
|                 |            | Encumbered | 2,861 |

Purchase Order 2022-00000080  
Description THOMAS SUPPLY  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number SUPPLIES - ELECTRICAL WIRE

Department 21 G & A  
Vendor 356 - THOMAS SUPPLY CO INC  
THOMAS SUPPLY CO INC  
PO BOX 610  
MARION, SC 29571

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 08/02/2021 | Amount     | 10,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 08/05/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 3,853  |
| Expiration Date | 07/30/2022 | Remaining  | 6,146  |
|                 |            | Encumbered | 6,146  |

Purchase Order 2022-00000109  
Description GIBSON SUPPLY  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number INVENTORY

Department 21 G & A  
Vendor 15626 - GIBSON SUPPLY INC  
GIBSON SUPPLY INC  
141 LEE VAUGHN ROAD  
SIMPSONVILLE, SC 29681-4437

|                 |            |            |        |
|-----------------|------------|------------|--------|
| G/L Date        | 09/14/2021 | Amount     | 10,000 |
| Deliver by Date | 06/30/2022 | Voided     |        |
| Printed Date    | 09/16/2021 | Discounted |        |
| Completed Date  |            | Expensed   | 7,633  |
| Expiration Date | 07/30/2022 | Remaining  | 2,366  |
|                 |            | Encumbered |        |

Purchase Order 2022-00000116

Department 21 G & A

|          |            |        |        |
|----------|------------|--------|--------|
| G/L Date | 09/30/2021 | Amount | 25,000 |
|----------|------------|--------|--------|



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

Department **21 G & A**

Description INDUSTRIAL REWINDING - ELECTRIC MOTOR REPAIRS 32.18

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BLANKET - ELECTRIC MOTOR REPAIRS

Purchase Order 2022-00000137

Description CUMMINS

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES

Purchase Order 2022-00000150

Description INDUSTRIAL SOLUTIONS - CAUSTIC WTP

Type Blanket

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number CAUSTIC FOR WTP

Purchase Order 2022-00000156

Description WRCOG - PROJ #4015 - EDA GRANT #04-79-07494

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES - PROJ #4015

Purchase Order 2022-00000157

Description WRCOG - PROJ #1515

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES - PROJ #1515

Vendor 1128 - INDUSTRIAL REWINDING INC

INDUSTRIAL REWINDING INC

PO BOX 3442

MYRTLE BEACH , SC 29578

Department 21 G & A

Vendor 17889 - CUMMINS INC

CUMMINS INC

PO BOX 741295

ATLANTA, GA 30384-1295

Department 21 G & A

Vendor 89 - INDUSTRIAL SOLUTIONS & SUPPLY

INDUSTRIAL SOLUTIONS & SUPPLY

PO BOX 1172

MARION, SC 29571

Department 21 G & A

Vendor 1137 - WACCAMAW REGIONAL & PLANNING

WACCAMAW REGIONAL COUNCIL OF

GOVERNMENT

1230 HIGHMARKET ST

GEORGETOWN, SC 29440

Department 21 G & A

Vendor 1137 - WACCAMAW REGIONAL & PLANNING

WACCAMAW REGIONAL COUNCIL OF

GOVERNMENT

1230 HIGHMARKET ST

GEORGETOWN, SC 29440

Deliver by Date 06/30/2022

Printed Date 09/30/2021

Completed Date

Expiration Date 07/30/2022

G/L Date 10/19/2021

Deliver by Date 06/30/2022

Printed Date 10/21/2021

Completed Date

Expiration Date 07/30/2022

G/L Date 11/04/2021

Deliver by Date 06/30/2022

Printed Date 11/04/2021

Completed Date

Expiration Date 07/30/2022

G/L Date 11/04/2021

Deliver by Date 06/30/2022

Printed Date 11/10/2021

Completed Date

Expiration Date 07/30/2022

G/L Date 11/04/2021

Deliver by Date 06/30/2022

Printed Date 11/10/2021

Completed Date

Expiration Date 07/30/2022

Voided

Discounted

Expensed

Remaining

Encumbered

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

Amount

Voided

Discounted

Expensed

Remaining

Encumbered

15,308

9,691

9,691

3,452

494

2,958

2,958

25,000

16,327

8,672

8,672

30,000

30,000

30,000

30,000

41,200

41,200

41,200

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# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

## Department 21 G &amp; A

Purchase Order 2022-00000164  
Description PRO PUMP AND CONTROLS - WWTP PUMP REPLACEMENT  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number WWTP PUMP REPLACEMENT

Department 21 G & A  
Vendor 18879 - PROPUMP AND CONTROLS INC  
  
PROPUMP AND CONTROL INC  
2101 CANTU COURT  
SARASOTA, FL 34232

G/L Date 11/22/2021 Amount 14,373  
Deliver by Date 06/30/2022 Voided  
  
Printed Date 12/02/2021 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2022 Remaining 14,373  
Encumbered 14,373

Purchase Order 2022-00000175  
Description PVS - FERRIC CHLORIDE  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - FERRIC CHLORIDE FOR WTP

Department 21 G & A  
Vendor 8905 - PVS TECHNOLOGIES INC  
PVS TECHNOLOGIES INC  
25212 NETWORK PLACE  
CHICAGO, IL 60673-1503

G/L Date 12/15/2021 Amount 25,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 12/16/2021 Discounted  
Completed Date Expensed 8,245  
Expiration Date 07/30/2022 Remaining 16,754  
Encumbered 16,754

Purchase Order 2022-00000186  
Description ROWE PROFESSIONAL SERVICE - PROJ #1515  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJ #1515

Department 21 G & A  
Vendor 18619 - ROWE PROFESSIONAL SERVICES COMPANY  
ROWE PROFESSIONAL SERVICES COMPANY  
540 S SAGINAW ST STE 200  
FLINT, MI 48502

G/L Date 01/04/2022 Amount 24,860  
Deliver by Date 06/30/2022 Voided  
Printed Date 01/06/2022 Discounted  
Completed Date Expensed 4,860  
Expiration Date 07/30/2022 Remaining 20,000  
Encumbered 20,000

Purchase Order 2022-00000187  
Description W K DICKSON - PROJ #4015 - EDA GRANT #04-79-07494  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJ #4015 - EDA GRANT #04-79-07494

Department 21 G & A  
Vendor 5417 - W K DICKSON & CO INC  
  
W K DICKSON & CO INC  
PO BOX 36005  
CHARLOTTE, NC 28236

G/L Date 01/10/2022 Amount 567,200  
Deliver by Date 06/30/2022 Voided  
Printed Date 01/11/2022 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2022 Remaining 567,200  
Encumbered 567,200

Purchase Order 2022-00000194  
Description Jones Chemicals - WWTP Chlorine Cylinders  
Type Blanket  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number BLANKET - CHLORINE FOR WWTP

Department 21 G & A  
Vendor 9909 - JONES CHEMICALS INC  
JONES CHEMICALS INC  
PO BOX 25035  
BRADENTON, FL 34206

G/L Date 01/28/2022 Amount 25,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 01/28/2022 Discounted  
Completed Date Expensed 5,450  
Expiration Date 07/30/2022 Remaining 19,549  
Encumbered 19,549

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# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22

Report by Department - Purchase Order Number  
Summary Listing

Department **21 G & A**

Purchase Order 2022-00000199  
Description CHLORINATOR SALES - ANNUAL SERVICE ON CHLORINE SYSTEM  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number ANNUAL SERVICE ON CHLORINE SYSTEM

Department 21 G & A  
Vendor 75 - CHLORINATOR SALES & SERVICE INC  
CHLORINATOR SALES & SERVICE INC  
PO BOX 549  
MATTHEWS, NC 28106

G/L Date 02/10/2022 Amount 10,000  
Deliver by Date 06/30/2022 Voided  
Printed Date 02/10/2022 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2022 Remaining 10,000  
Encumbered 10,000

Purchase Order 2022-00000203  
Description MB KAHN CONSTRUCTION CO - PROJ #1815  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJ #1815 - SC RIA GRANT #S-21-1287

Department 21 G & A  
Vendor 5906 - MB KAHN CONSTRUCTION CO INC  
MB KAHN CONSTRUCTION CO INC  
PO BOX 578  
GREENWOOD, SC 29648-0578

G/L Date 02/22/2022 Amount 537,821  
Deliver by Date 09/30/2022 Voided  
Printed Date 02/24/2022 Discounted  
Completed Date Expensed  
Expiration Date 10/30/2022 Remaining 537,821  
Encumbered 537,821

Purchase Order 2022-00000204  
Description MB KAHN CONSTRUCTION CO - PROJ #1815 - ARPA FUNDS  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number PROJ #1815 - ARPA FUNDS SUPPLEMENT

Department 21 G & A  
Vendor 5906 - MB KAHN CONSTRUCTION CO INC  
MB KAHN CONSTRUCTION CO INC  
PO BOX 578  
GREENWOOD, SC 29648-0578

G/L Date 02/24/2022 Amount 389,908  
Deliver by Date 09/30/2022 Voided  
Printed Date 02/24/2022 Discounted  
Completed Date Expensed  
Expiration Date 10/30/2022 Remaining 389,908  
Encumbered 389,908

Purchase Order 2022-00000208  
Description VIC BAILEY FORD - WATER DEPT  
Type Standard  
Status Open  
Bill To Location P-04 - Finance  
Assigned To Buyer  
Resolution Number REPLACE TRUCK #3301

Department 21 G & A  
Vendor 745 - VIC BAILEY FORD INC  
VIC BAILEY FORD INC  
501 E DANIEL MORGAN  
SPARTANBURG, SC 29304

G/L Date 02/23/2022 Amount 27,308  
Deliver by Date 06/30/2022 Voided  
Printed Date 02/24/2022 Discounted  
Completed Date Expensed  
Expiration Date 07/30/2022 Remaining 27,308  
Encumbered 27,308

|                                       |                 |    |            |             |
|---------------------------------------|-----------------|----|------------|-------------|
| Department <b>21 G &amp; A</b> Totals | Purchase Orders | 31 | Amount     | \$2,336,690 |
|                                       |                 |    | Voided     | \$0         |
|                                       |                 |    | Discounted | \$0         |
|                                       |                 |    | Expensed   | \$371,431   |
|                                       |                 |    | Remaining  | \$1,965,258 |
|                                       |                 |    | Encumbered | \$1,960,780 |

|              |                 |    |        |             |
|--------------|-----------------|----|--------|-------------|
| Grand Totals | Purchase Orders | 74 | Amount | \$4,574,301 |
|              |                 |    | Voided | \$0         |



# OPEN PURCHASE ORDER REPORT - MONTHLY

16.J.5

As of G/L Date 02/28/22  
Report by Department - Purchase Order Number  
Summary Listing

|            |             |
|------------|-------------|
| Discounted | \$0         |
| Expensed   | \$1,047,275 |
| Remaining  | \$3,527,025 |
| Encumbered | \$3,342,363 |

Attachment: Open PO Report 2022.02.28 (3534 : February 2022 Monthly Finance and IT Report)





# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                  | Account Description       | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|--------------------------|---------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund |                           |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                  |                           |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue  |                           |                |                   |                |                            |                  |                  |                           |               |            |
| 311.001                  | Property Taxes - Real     | 3,620,000.00   | .00               | 3,620,000.00   | 1,667,651.92               | .00              | 2,103,530.94     | 1,516,469.06              | 58            | 1,766,301  |
| 311.003                  | Property Taxes - Vehicles | 260,000.00     | .00               | 260,000.00     | 21,561.69                  | .00              | 161,911.44       | 98,088.56                 | 62            | 135,381    |
| 311.004                  | Inventory Tax             | 133,000.00     | .00               | 133,000.00     | 33,244.53                  | .00              | 33,244.53        | 99,755.47                 | 25            | 66,481     |
| 311.005                  | Prop Tax-Penalties & Cost | 30,000.00      | .00               | 30,000.00      | .00                        | .00              | .00              | 30,000.00                 | 0             |            |
| 311.006                  | Homestead Exemption Tax   | 132,000.00     | .00               | 132,000.00     | .00                        | .00              | .00              | 132,000.00                | 0             |            |
| 311.007                  | Manufacturer's Tax Reduce | 20,000.00      | .00               | 20,000.00      | .00                        | .00              | .00              | 20,000.00                 | 0             |            |
| 311.008                  | Motor Carrier Lieu of Tax | 10,000.00      | .00               | 10,000.00      | 2,045.90                   | .00              | 9,467.44         | 532.56                    | 95            | 8,441      |
| 321.001                  | Business Licenses         | 3,000,000.00   | .00               | 3,000,000.00   | 21,736.09                  | .00              | 70,635.60        | 2,929,364.40              | 2             | 162,911    |
| 321.002                  | Business Lic - Penalties  | 10,000.00      | .00               | 10,000.00      | 351.61                     | .00              | 809.40           | 9,190.60                  | 8             | 6,831      |
| 322.001                  | Cable TV Franchise        | 115,000.00     | .00               | 115,000.00     | .00                        | .00              | 55,491.01        | 59,508.99                 | 48            | 30,051     |
| 322.002                  | S.C. Electric & Gas Co.   | 80,000.00      | .00               | 80,000.00      | .00                        | .00              | .00              | 80,000.00                 | 0             |            |
| 323.001                  | Electrical Permits        | 7,150.00       | .00               | 7,150.00       | 250.00                     | .00              | 2,498.00         | 4,652.00                  | 35            | 3,041      |
| 323.002                  | Plumbing Permits          | 1,500.00       | .00               | 1,500.00       | 892.00                     | .00              | 1,539.00         | (39.00)                   | 103           | 721        |
| 323.003                  | Gas Permits               | 1,000.00       | .00               | 1,000.00       | 127.00                     | .00              | 1,295.00         | (295.00)                  | 130           | 841        |
| 323.004                  | Building Permits          | 170,000.00     | .00               | 170,000.00     | 4,965.00                   | .00              | 61,994.00        | 108,006.00                | 36            | 44,911     |
| 323.005                  | Yard Sale Permits         | 75.00          | .00               | 75.00          | .00                        | .00              | 24.00            | 51.00                     | 32            | 1          |
| 323.006                  | Mobile Home Permits       | 400.00         | .00               | 400.00         | .00                        | .00              | .00              | 400.00                    | 0             | 301        |
| 323.007                  | Demolition & Clearance    | 2,500.00       | .00               | 2,500.00       | 300.00                     | .00              | 1,350.00         | 1,150.00                  | 54            | 601        |
| 323.008                  | Mechanical Permits        | 7,000.00       | .00               | 7,000.00       | 2,167.00                   | .00              | 5,469.00         | 1,531.00                  | 78            | 4,241      |
| 323.010                  | Bus Lic Inspection Fee    | 1,000.00       | .00               | 1,000.00       | 25.00                      | .00              | 475.00           | 525.00                    | 48            | 551        |
| 323.013                  | Burning Permit            | 200.00         | .00               | 200.00         | .00                        | .00              | 50.00            | 150.00                    | 25            | 101        |
| 323.014                  | Construct Parking Permit  | 50.00          | .00               | 50.00          | .00                        | .00              | .00              | 50.00                     | 0             |            |
| 323.015                  | Reinspection Fee          | 1,500.00       | .00               | 1,500.00       | 225.00                     | .00              | 2,175.00         | (675.00)                  | 145           | 2,471      |
| 323.016                  | Permit Not Posted On-Site | 100.00         | .00               | 100.00         | 75.00                      | .00              | 75.00            | 25.00                     | 75            |            |
| 323.018                  | Moving Permit             | 150.00         | .00               | 150.00         | .00                        | .00              | .00              | 150.00                    | 0             |            |
| 323.019                  | Stop Work Order Fee       | 750.00         | .00               | 750.00         | .00                        | .00              | 653.00           | 97.00                     | 87            | 181        |
| 323.020                  | Board of Appeals Fee      | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             | 451        |
| 323.021                  | Zoning Fees               | 7,000.00       | .00               | 7,000.00       | 600.00                     | .00              | 4,650.00         | 2,350.00                  | 66            | 4,701      |
| 323.022                  | Plan Review Fee           | 70,000.00      | .00               | 70,000.00      | 2,084.50                   | .00              | 24,704.00        | 45,296.00                 | 35            | 16,611     |
| 323.023                  | Sign Permit Fee           | 4,500.00       | .00               | 4,500.00       | 432.00                     | .00              | 1,546.00         | 2,954.00                  | 34            | 821        |
| 323.024                  | Planning Commission Fees  | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 300.00           | 700.00                    | 30            | 151        |
| 323.025                  | ARB Fees                  | 1,000.00       | .00               | 1,000.00       | 100.00                     | .00              | 1,225.00         | (225.00)                  | 122           | 631        |
| 323.026                  | Plat Approval Fees        | 500.00         | .00               | 500.00         | 40.00                      | .00              | 340.00           | 160.00                    | 68            | 341        |
| 323.027                  | Special Events Permit     | 750.00         | .00               | 750.00         | .00                        | .00              | 285.00           | 465.00                    | 38            |            |
| 323.028                  | Miscellaneous permits     | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 324.008                  | Fire Impact Fee           | 50,000.00      | .00               | 50,000.00      | 2,598.16                   | .00              | 33,167.06        | 16,832.94                 | 66            | 24,981     |
| 331.000                  | Federal Grants            | 337,500.00     | .00               | 337,500.00     | .00                        | .00              | .00              | 337,500.00                | 0             | 50,401     |
| 332.008                  | Other Local Grants        | 8,000.00       | .00               | 8,000.00       | 4,000.00                   | .00              | 10,000.00        | (2,000.00)                | 125           | 3,081      |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                        | Account Description            | Adopted Budget  | Budget Amendments | Amended Budget  | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|--------------------------------|--------------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0010 - General Fund       |                                |                 |                   |                 |                            |                  |                  |                           |               |             |
| REVENUE                        |                                |                 |                   |                 |                            |                  |                  |                           |               |             |
| Department 00 - Revenue        |                                |                 |                   |                 |                            |                  |                  |                           |               |             |
| 335.001                        | Local Government Fund          | 220,000.00      | .00               | 220,000.00      | .00                        | .00              | .00              | 220,000.00                | 0             | 54,311      |
| 335.004                        | Fema Recovery                  | .00             | .00               | .00             | .00                        | .00              | 15,688.66        | (15,688.66)               | +++           | 3,961       |
| 344.005                        | SRO Reimbursement              | 150,000.00      | .00               | 150,000.00      | .00                        | .00              | .00              | 150,000.00                | 0             |             |
| 351.001                        | Police Fines                   | 50,000.00       | .00               | 50,000.00       | 6,413.27                   | .00              | 26,397.55        | 23,602.45                 | 53            | 17,751      |
| 351.003                        | Parking Fines                  | 2,000.00        | .00               | 2,000.00        | 220.00                     | .00              | 3,151.46         | (1,151.46)                | 158           | 81          |
| 351.007                        | Sunday Liquor Sales            | 15,000.00       | .00               | 15,000.00       | 2,000.00                   | .00              | 2,000.00         | 13,000.00                 | 13            | 3,901       |
| 351.008                        | Victim's Asst. Fees-(%)        | 4,250.00        | .00               | 4,250.00        | 839.29                     | .00              | 3,933.93         | 316.07                    | 93            | 2,741       |
| 351.009                        | Victim's Asst. Flat Fees       | 2,000.00        | .00               | 2,000.00        | 477.44                     | .00              | 1,948.10         | 51.90                     | 97            | 1,171       |
| 351.010                        | Misc Police Revenue            | 6,000.00        | .00               | 6,000.00        | 285.87                     | .00              | 1,723.47         | 4,276.53                  | 29            | 3,871       |
| 351.012                        | Traffic Education Program Fees | 200.00          | .00               | 200.00          | .00                        | .00              | .00              | 200.00                    | 0             |             |
| 361.001                        | Investment Earnings            | 15,000.00       | .00               | 15,000.00       | 1,396.23                   | .00              | 7,430.26         | 7,569.74                  | 50            | 8,631       |
| 362.000                        | Rents and Royalties            | 15,000.00       | .00               | 15,000.00       | 12,593.00                  | .00              | 31,249.41        | (16,249.41)               | 208           | 6,111       |
| 363.001                        | Fees for GIS/B&P Documents     | 150.00          | .00               | 150.00          | .00                        | .00              | 62.00            | 88.00                     | 41            | 71          |
| 363.005                        | FOIA Fees                      | 1,000.00        | .00               | 1,000.00        | 33.00                      | .00              | 176.00           | 824.00                    | 18            | 621         |
| 364.000                        | Housing Authority FILOT        | 43,000.00       | .00               | 43,000.00       | .00                        | .00              | 44,676.51        | (1,676.51)                | 104           |             |
| 364.001                        | Steel Mill FILOT               | 6,000.00        | .00               | 6,000.00        | .00                        | .00              | .00              | 6,000.00                  | 0             |             |
| 368.000                        | Work Comp Reimbursement        | 50,000.00       | .00               | 50,000.00       | .00                        | .00              | .00              | 50,000.00                 | 0             |             |
| 369.000                        | Cash Over & Short              | 100.00          | .00               | 100.00          | .00                        | .00              | .10              | 99.90                     | 0             |             |
| 369.002                        | Miscellaneous Revenue          | 25,000.00       | .00               | 25,000.00       | 100,450.36                 | .00              | 190,139.63       | (165,139.63)              | 761           | 13,151      |
| 369.003                        | Insurance Proceeds             | 15,000.00       | .00               | 15,000.00       | 3,779.49                   | .00              | 14,360.78        | 639.22                    | 96            | 8,961       |
| 369.005                        | Set-off Debt Collection Fees   | 1,500.00        | .00               | 1,500.00        | .00                        | .00              | 50.00            | 1,450.00                  | 3             | 71          |
| 369.013                        | Returned Check Fees            | 2,000.00        | .00               | 2,000.00        | 240.00                     | .00              | 1,560.00         | 440.00                    | 78            | 1,171       |
| 391.001                        | Sale of Assets                 | 5,000.00        | .00               | 5,000.00        | .00                        | .00              | 4,865.88         | 134.12                    | 97            | 4,681       |
| 392.001                        | From Electric Fund             | 723,914.00      | .00               | 723,914.00      | 60,326.17                  | .00              | 422,283.19       | 301,630.81                | 58            | 419,931     |
| 392.002                        | From Water Fund                | 260,609.00      | .00               | 260,609.00      | 21,717.42                  | .00              | 152,021.94       | 108,587.06                | 58            | 134,221     |
| 392.003                        | From Accom Tax Fund            | 32,000.00       | .00               | 32,000.00       | .00                        | .00              | 26,447.45        | 5,552.55                  | 83            | 25,421      |
| 392.005                        | From Wastewater Fund           | 316,352.00      | .00               | 316,352.00      | 26,362.67                  | .00              | 184,538.69       | 131,813.31                | 58            | 173,251     |
| 392.007                        | From Stormwater Fund           | 170,607.00      | .00               | 170,607.00      | 14,217.25                  | .00              | 99,520.75        | 71,086.25                 | 58            | 93,941      |
| 392.009                        | From Hospitality Fund          | 125,000.00      | .00               | 125,000.00      | 10,416.67                  | .00              | 72,916.69        | 52,083.31                 | 58            | 72,911      |
| 392.014                        | Transfer from debt service     | 145,000.00      | .00               | 145,000.00      | .00                        | .00              | .00              | 145,000.00                | 0             |             |
| 394.002                        | Transfer from fund balance     | 1,679,356.00    | .00               | 1,679,356.00    | .00                        | .00              | .00              | 1,679,356.00              | 0             |             |
| Department 00 - Revenue Totals |                                | \$12,166,663.00 | \$0.00            | \$12,166,663.00 | \$2,027,240.53             | \$0.00           | \$3,896,046.87   | \$8,270,616.13            | 32%           | \$3,387,611 |
| REVENUE TOTALS                 |                                | \$12,166,663.00 | \$0.00            | \$12,166,663.00 | \$2,027,240.53             | \$0.00           | \$3,896,046.87   | \$8,270,616.13            | 32%           | \$3,387,611 |
| EXPENSE                        |                                |                 |                   |                 |                            |                  |                  |                           |               |             |
| Department 01 - Administration |                                |                 |                   |                 |                            |                  |                  |                           |               |             |
| 400.101                        | Regular Pay                    | 308,545.00      | .00               | 308,545.00      | 24,087.08                  | .00              | 183,748.13       | 124,796.87                | 60            | 163,591     |
| 401.103                        | Overtime                       | 2,000.00        | .00               | 2,000.00        | 531.08                     | .00              | 2,964.16         | (964.16)                  | 148           | 551         |
| 401.106                        | Contract Labor                 | 4,000.00        | 1,000.00          | 5,000.00        | .00                        | .00              | .00              | 5,000.00                  | 0             |             |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                               | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|---------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund              |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                               |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 01 - Administration        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 405.114                               | FICA                                            | 23,757.00      | .00               | 23,757.00      | 1,809.40                   | .00              | 13,701.60        | 10,055.40                 | 58            | 12,538     |
| 406.116                               | Retirement                                      | 51,426.00      | .00               | 51,426.00      | 3,939.03                   | .00              | 28,915.82        | 22,510.18                 | 56            | 25,338     |
| 408.125                               | SCMIT Worker's Comp Ins.                        | 1,419.00       | .00               | 1,419.00       | 1,992.54                   | 1,992.54         | 6,271.78         | (6,845.32)                | 582           | 6,691      |
| 410.001                               | Health Claims Cost                              | 28,869.00      | .00               | 28,869.00      | 2,490.52                   | .00              | 16,810.36        | 12,058.64                 | 58            | 16,701     |
| 500.101                               | Supplies and Materials                          | 4,000.00       | .00               | 4,000.00       | 129.10                     | .00              | 2,556.10         | 1,443.90                  | 64            | 1,914      |
| 500.102                               | Equipment                                       | 500.00         | .00               | 500.00         | .00                        | .00              | 445.10           | 54.90                     | 89            | 51         |
| 500.103                               | Furniture                                       | 250.00         | .00               | 250.00         | .00                        | .00              | 1,271.56         | (1,021.56)                | 509           |            |
| 500.105                               | Printing and Binding                            | 300.00         | .00               | 300.00         | .00                        | .00              | .00              | 300.00                    | 0             |            |
| 610.111                               | Communications- Landline                        | 5,500.00       | .00               | 5,500.00       | 414.17                     | .00              | 3,339.99         | 2,160.01                  | 61            | 3,260      |
| 610.112                               | Postage                                         | 600.00         | .00               | 600.00         | 73.94                      | .00              | 389.98           | 210.02                    | 65            | 281        |
| 610.1110                              | Communications- Wireless                        | 3,000.00       | .00               | 3,000.00       | 116.76                     | .00              | 713.05           | 2,286.95                  | 24            | 934        |
| 620.114                               | Advertising                                     | 250.00         | .00               | 250.00         | .00                        | .00              | 381.45           | (131.45)                  | 153           |            |
| 640.124                               | Travel Expense                                  | 2,950.00       | .00               | 2,950.00       | .00                        | .00              | 2,399.49         | 550.51                    | 81            | 258        |
| 650.127                               | Electricity                                     | 4,743.00       | .00               | 4,743.00       | 283.31                     | .00              | 1,746.45         | 2,996.55                  | 37            | 1,730      |
| 650.128                               | Water                                           | 411.00         | .00               | 411.00         | 40.22                      | .00              | 272.34           | 138.66                    | 66            | 231        |
| 650.129                               | Wastewater                                      | 572.00         | .00               | 572.00         | 51.30                      | .00              | 351.50           | 220.50                    | 61            | 321        |
| 650.130                               | Sanitation                                      | 1,053.00       | .00               | 1,053.00       | 85.24                      | .00              | 596.68           | 456.32                    | 57            | 590        |
| 650.133                               | Stormwater                                      | 698.00         | .00               | 698.00         | 56.54                      | .00              | 395.78           | 302.22                    | 57            | 391        |
| 650.134                               | Security Lights                                 | 1,946.00       | .00               | 1,946.00       | 157.50                     | .00              | 1,102.50         | 843.50                    | 57            | 1,101      |
| 650.1271                              | Electricity- Sales Tax                          | 121.00         | .00               | 121.00         | 13.57                      | .00              | 70.26            | 50.74                     | 58            | 61         |
| 660.105                               | COVID-19 Pandemic Expense                       | 2,248.00       | .00               | 2,248.00       | 40.28                      | .00              | 5,454.77         | (3,206.77)                | 243           | 1,241      |
| 660.139                               | Fleet Services-RTA Mtce Allocation              | 99.00          | .00               | 99.00          | 136.07                     | .00              | 136.07           | (37.07)                   | 137           | 50         |
| 660.145                               | Gasoline & Oil                                  | 435.00         | .00               | 435.00         | 31.09                      | .00              | 172.99           | 262.01                    | 40            | 91         |
| 660.1391                              | Fleet Services -Departmental Expense Allocation | 580.00         | .00               | 580.00         | 126.25                     | .00              | 319.16           | 260.84                    | 55            | 344        |
| 660.1392                              | Fleet Svcs- Outside Vends                       | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 670.156                               | Equipment Rental/Lease                          | 5,900.00       | .00               | 5,900.00       | 802.68                     | .00              | 2,915.70         | 2,984.30                  | 49            | 2,371      |
| 685.180                               | Membership Dues and Fees                        | 3,534.00       | .00               | 3,534.00       | 284.00                     | .00              | 1,749.41         | 1,784.59                  | 50            | 1,871      |
| 685.182                               | Other Operating Expenses                        | 3,750.00       | .00               | 3,750.00       | 76.72                      | .00              | 962.76           | 2,787.24                  | 26            | 758        |
| 685.186                               | Training                                        | 3,875.00       | .00               | 3,875.00       | .00                        | .00              | 430.00           | 3,445.00                  | 11            |            |
| 685.1801                              | Subscriptions                                   | 300.00         | .00               | 300.00         | .00                        | .00              | 25.31            | 274.69                    | 8             | (74)       |
| 686.187                               | Professional Services                           | 55,000.00      | .00               | 55,000.00      | .00                        | .00              | .00              | 55,000.00                 | 0             |            |
| 686.189                               | Employee Medical                                | 150.00         | .00               | 150.00         | .00                        | .00              | .00              | 150.00                    | 0             |            |
| 686.195                               | Repair/Maint Svc Contract                       | 2,400.00       | (1,000.00)        | 1,400.00       | .00                        | .00              | 542.88           | 857.12                    | 39            | 541        |
| 686.1895                              | Employee wellness services                      | 1,250.00       | .00               | 1,250.00       | .00                        | .00              | 725.10           | 524.90                    | 58            | 1,041      |
| 795.001                               | IT Internal Allocations                         | 23,828.00      | .00               | 23,828.00      | 1,171.52                   | .00              | 11,351.63        | 12,476.37                 | 48            | 6,941      |
| 795.995                               | GF Cost Distribution                            | (312,780.00)   | .00               | (312,780.00)   | (26,064.99)                | .00              | (182,454.94)     | (130,325.06)              | 58            | (173,658)  |
| Sub Department 02 - Mayor and Council |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                               | Regular Pay                                     | 101,710.00     | .00               | 101,710.00     | 8,880.59                   | .00              | 70,987.87        | 30,722.13                 | 70            | 69,021     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                                      | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year   |
|----------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|--------------|
| Fund 0010 - General Fund                     |                            |                |                   |                |                            |                  |                  |                           |               |              |
| EXPENSE                                      |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Department 01 - Administration               |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Sub Department 02 - Mayor and Council        |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 405.114                                      | FICA                       | 7,781.00       | .00               | 7,781.00       | 633.10                     | .00              | 4,975.17         | 2,805.83                  | 64            | 4,760.00     |
| 406.116                                      | Retirement                 | 16,843.00      | .00               | 16,843.00      | 1,049.12                   | .00              | 7,941.30         | 8,901.70                  | 47            | 7,510.00     |
| 408.125                                      | SCMIT Worker's Comp Ins.   | 468.00         | .00               | 468.00         | .00                        | .00              | .00              | 468.00                    | 0             | .00          |
| 410.001                                      | Health Claims Cost         | 35,737.00      | .00               | 35,737.00      | 2,391.42                   | .00              | 15,537.22        | 20,199.78                 | 43            | 17,660.00    |
| 500.101                                      | Supplies and Materials     | 1,000.00       | .00               | 1,000.00       | 132.72                     | .00              | 480.22           | 519.78                    | 48            | 290.00       |
| 500.102                                      | Equipment                  | 500.00         | .00               | 500.00         | 27.54                      | .00              | 27.54            | 472.46                    | 6             | .00          |
| 500.105                                      | Printing and Binding       | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             | .00          |
| 610.111                                      | Communications- Landline   | 700.00         | .00               | 700.00         | 43.20                      | .00              | 346.31           | 353.69                    | 49            | 320.00       |
| 610.112                                      | Postage                    | 250.00         | .00               | 250.00         | .00                        | .00              | 46.05            | 203.95                    | 18            | 80.00        |
| 610.1110                                     | Communications- Wireless   | 4,500.00       | .00               | 4,500.00       | 383.41                     | .00              | 2,300.70         | 2,199.30                  | 51            | 2,680.00     |
| 620.114                                      | Advertising                | 2,500.00       | .00               | 2,500.00       | 675.25                     | .00              | 839.25           | 1,660.75                  | 34            | 1,120.00     |
| 640.124                                      | Travel Expense             | 12,200.00      | .00               | 12,200.00      | 1,526.25                   | (2,932.00)       | 7,268.65         | 7,863.35                  | 36            | 1,240.00     |
| 660.105                                      | COVID-19 Pandemic Expense  | 510.00         | .00               | 510.00         | .00                        | .00              | .00              | 510.00                    | 0             | 60.00        |
| 670.156                                      | Equipment Rental/Lease     | 10,000.00      | .00               | 10,000.00      | 707.84                     | 3,539.20         | 4,954.88         | 1,505.92                  | 85            | 4,630.00     |
| 685.180                                      | Membership Dues and Fees   | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 1,126.00         | (126.00)                  | 113           | 490.00       |
| 685.182                                      | Other Operating Expenses   | 2,700.00       | .00               | 2,700.00       | 175.00                     | .00              | 354.00           | 2,346.00                  | 13            | 40.00        |
| 685.186                                      | Training                   | 6,200.00       | .00               | 6,200.00       | 175.00                     | (1,045.00)       | 1,270.00         | 5,975.00                  | 4             | .00          |
| 686.187                                      | Professional Services      | 300.00         | .00               | 300.00         | .00                        | .00              | .00              | 300.00                    | 0             | .00          |
| 686.1895                                     | Employee wellness services | 5,500.00       | .00               | 5,500.00       | .00                        | .00              | 2,658.72         | 2,841.28                  | 48            | 3,840.00     |
| 795.001                                      | IT Internal Allocations    | 20,196.00      | .00               | 20,196.00      | 1,338.87                   | .00              | 13,673.28        | 6,522.72                  | 68            | 11,100.00    |
| Sub Department 02 - Mayor and Council Totals |                            | \$231,195.00   | \$0.00            | \$231,195.00   | \$18,139.31                | (\$437.80)       | \$134,787.16     | \$96,845.64               | 58%           | \$124,930.00 |
| Department 01 - Administration Totals        |                            | \$469,174.00   | \$0.00            | \$469,174.00   | \$31,014.23                | \$1,554.74       | \$245,562.08     | \$222,057.18              | 53%           | \$203,070.00 |
| Department 04 - Finance                      |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 400.101                                      | Regular Pay                | 458,694.00     | .00               | 458,694.00     | 28,457.14                  | .00              | 251,655.33       | 207,038.67                | 55            | 260,240.00   |
| 401.103                                      | Overtime                   | 3,564.00       | .00               | 3,564.00       | 585.37                     | .00              | 2,924.38         | 639.62                    | 82            | 700.00       |
| 405.114                                      | FICA                       | 35,363.00      | .00               | 35,363.00      | 2,122.64                   | .00              | 18,585.71        | 16,777.29                 | 53            | 19,170.00    |
| 406.116                                      | Retirement                 | 76,550.00      | .00               | 76,550.00      | 4,589.65                   | .00              | 38,994.02        | 37,555.98                 | 51            | 39,790.00    |
| 408.125                                      | SCMIT Worker's Comp Ins.   | 2,110.00       | .00               | 2,110.00       | 1,092.37                   | 1,092.37         | 3,438.35         | (2,420.72)                | 215           | 3,670.00     |
| 410.001                                      | Health Claims Cost         | 52,964.00      | .00               | 52,964.00      | 4,198.59                   | .00              | 33,191.15        | 19,772.85                 | 63            | 29,370.00    |
| 410.002                                      | Health Claim Costs-Retire  | 399.00         | .00               | 399.00         | 138.80                     | .00              | 1,096.24         | (697.24)                  | 275           | 820.00       |
| 500.101                                      | Supplies and Materials     | 5,000.00       | .00               | 5,000.00       | 390.46                     | .00              | 2,210.27         | 2,789.73                  | 44            | 3,520.00     |
| 500.102                                      | Equipment                  | 1,000.00       | .00               | 1,000.00       | 35.99                      | .00              | 205.57           | 794.43                    | 21            | 480.00       |
| 500.103                                      | Furniture                  | 200.00         | .00               | 200.00         | .00                        | (400.00)         | 390.61           | 209.39                    | -5            | .00          |
| 610.111                                      | Communications- Landline   | 3,500.00       | .00               | 3,500.00       | 232.99                     | .00              | 1,872.62         | 1,627.38                  | 54            | 1,800.00     |
| 610.112                                      | Postage                    | 4,700.00       | .00               | 4,700.00       | 388.11                     | .00              | 7,375.15         | (2,675.15)                | 157           | 2,620.00     |
| 610.1110                                     | Communications- Wireless   | 2,000.00       | .00               | 2,000.00       | 46.32                      | .00              | 278.16           | 1,721.84                  | 14            | 370.00       |
| 640.124                                      | Travel Expense             | 2,500.00       | .00               | 2,500.00       | .00                        | (1,685.00)       | 1,249.21         | 2,935.79                  | -17           | 190.00       |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                   | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund                  |                            |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                   |                            |                |                   |                |                            |                  |                  |                           |               |            |
| Department 04 - Finance                   |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 650.127                                   | Electricity                | 3,747.00       | .00               | 3,747.00       | 242.84                     | .00              | 1,365.35         | 2,381.65                  | 36            | 1,301      |
| 650.128                                   | Water                      | 352.00         | .00               | 352.00         | 34.47                      | .00              | 233.44           | 118.56                    | 66            | 199        |
| 650.129                                   | Wastewater                 | 490.00         | .00               | 490.00         | 43.97                      | .00              | 301.30           | 188.70                    | 61            | 271        |
| 650.130                                   | Sanitation                 | 903.00         | .00               | 903.00         | 73.06                      | .00              | 511.42           | 391.58                    | 57            | 511        |
| 650.133                                   | Stormwater                 | 599.00         | .00               | 599.00         | 48.47                      | .00              | 339.29           | 259.71                    | 57            | 339        |
| 650.134                                   | Security Lights            | 1,668.00       | .00               | 1,668.00       | 135.00                     | .00              | 945.00           | 723.00                    | 57            | 941        |
| 650.1271                                  | Electricity- Sales Tax     | 103.00         | .00               | 103.00         | 11.63                      | .00              | 60.21            | 42.79                     | 58            | 51         |
| 660.105                                   | COVID-19 Pandemic Expense  | 1,000.00       | .00               | 1,000.00       | 178.00                     | .00              | 490.11           | 509.89                    | 49            | 1,021      |
| 670.156                                   | Equipment Rental/Lease     | 8,500.00       | .00               | 8,500.00       | 1,300.77                   | .00              | 5,209.65         | 3,290.35                  | 61            | 4,491      |
| 685.180                                   | Membership Dues and Fees   | 1,800.00       | .00               | 1,800.00       | 485.00                     | .00              | 820.00           | 980.00                    | 46            | 1,141      |
| 685.182                                   | Other Operating Expenses   | 6,000.00       | .00               | 6,000.00       | 5,280.76                   | .00              | 23,830.73        | (17,830.73)               | 397           | 961        |
| 685.184                                   | Continuing Education       | 1,500.00       | .00               | 1,500.00       | .00                        | (1,745.00)       | 2,045.15         | 1,199.85                  | 20            |            |
| 685.186                                   | Training                   | 1,250.00       | .00               | 1,250.00       | .00                        | (450.00)         | 760.00           | 940.00                    | 25            | 641        |
| 685.1801                                  | Subscriptions              | 550.00         | .00               | 550.00         | .00                        | .00              | .00              | 550.00                    | 0             | 291        |
| 686.187                                   | Professional Services      | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 7,521      |
| 686.189                                   | Employee Medical           | 400.00         | .00               | 400.00         | .00                        | .00              | .00              | 400.00                    | 0             | 181        |
| 686.195                                   | Repair/Maint Svc Contract  | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             |            |
| 686.1895                                  | Employee wellness services | 6,250.00       | .00               | 6,250.00       | .00                        | .00              | 2,417.02         | 3,832.98                  | 39            | 3,491      |
| 795.001                                   | IT Internal Allocations    | 25,976.00      | .00               | 25,976.00      | 1,171.52                   | .00              | 11,351.64        | 14,624.36                 | 44            | 6,941      |
| 795.995                                   | GF Cost Distribution       | (284,260.00)   | .00               | (284,260.00)   | (23,688.33)                | .00              | (165,818.31)     | (118,441.69)              | 58            | (158,433)  |
| Department 04 - Finance Totals            |                            | \$426,372.00   | \$0.00            | \$426,372.00   | \$27,595.59                | (\$3,187.63)     | \$248,328.77     | \$181,230.86              | 57%           | \$234,731  |
| Department 05 - Police                    |                            |                |                   |                |                            |                  |                  |                           |               |            |
| Sub Department 05 - Police Staff Services |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                   | Regular Pay                | 1,914,600.00   | .00               | 1,914,600.00   | 115,830.64                 | .00              | 974,599.29       | 940,000.71                | 51            | 917,641    |
| 401.103                                   | Overtime                   | 105,000.00     | .00               | 105,000.00     | 13,843.92                  | .00              | 54,250.60        | 50,749.40                 | 52            | 54,431     |
| 401.105                                   | On-call pay                | 5,200.00       | .00               | 5,200.00       | 400.00                     | .00              | 3,000.00         | 2,200.00                  | 58            | 3,001      |
| 405.114                                   | FICA                       | 154,897.00     | .00               | 154,897.00     | 9,400.58                   | .00              | 74,692.38        | 80,204.62                 | 48            | 70,651     |
| 406.116                                   | Retirement                 | 388,571.00     | .00               | 388,571.00     | 23,864.78                  | .00              | 181,849.51       | 206,721.49                | 47            | 172,921    |
| 408.125                                   | SCMIT Worker's Comp Ins.   | 95,324.00      | .00               | 95,324.00      | 27,864.96                  | 27,804.76        | 88,189.50        | (20,670.26)               | 122           | 93,931     |
| 410.001                                   | Health Claims Cost         | 297,805.00     | .00               | 297,805.00     | 21,831.14                  | .00              | 152,920.08       | 144,884.92                | 51            | 146,791    |
| 410.002                                   | Health Claim Costs-Retire  | 47,331.00      | .00               | 47,331.00      | 3,242.66                   | .00              | 28,438.16        | 18,892.84                 | 60            | 28,601     |
| 500.101                                   | Supplies and Materials     | 20,005.00      | .00               | 20,005.00      | 2,804.65                   | .00              | 12,679.32        | 7,325.68                  | 63            | 8,511      |
| 500.102                                   | Equipment                  | 9,300.00       | .00               | 9,300.00       | 2,597.05                   | .00              | 4,578.86         | 4,721.14                  | 49            | 201        |
| 500.103                                   | Furniture                  | 700.00         | .00               | 700.00         | 117.64                     | .00              | 117.64           | 582.36                    | 17            | 1,071      |
| 501.101                                   | Uniforms and Clothing      | 47,900.00      | .00               | 47,900.00      | 475.68                     | 8,836.08         | 14,734.05        | 24,329.87                 | 49            | 6,861      |
| 610.111                                   | Communications- Landline   | 7,000.00       | .00               | 7,000.00       | 531.60                     | .00              | 4,289.53         | 2,710.47                  | 61            | 4,241      |
| 610.112                                   | Postage                    | 500.00         | .00               | 500.00         | 11.40                      | .00              | 48.18            | 451.82                    | 10            | 81         |
| 610.1110                                  | Communications- Wireless   | 58,200.00      | .00               | 58,200.00      | 5,372.63                   | 2,058.00         | 36,998.59        | 19,143.41                 | 67            | 32,771     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly





# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                                          | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|--------------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0010 - General Fund                         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| EXPENSE                                          |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Department 05 - Police                           |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Sub Department 05 - Police Staff Services        |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 620.114                                          | Advertising                                     | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             | 14:         |
| 640.124                                          | Travel Expense                                  | 10,574.00      | .00               | 10,574.00      | 406.05                     | .00              | 1,903.02         | 8,670.98                  | 18            | (284        |
| 650.127                                          | Electricity                                     | 28,539.00      | .00               | 28,539.00      | 2,450.91                   | .00              | 15,857.19        | 12,681.81                 | 56            | 16,080      |
| 650.128                                          | Water                                           | 2,555.00       | .00               | 2,555.00       | 241.65                     | .00              | 1,850.94         | 704.06                    | 72            | 1,450       |
| 650.129                                          | Wastewater                                      | 2,487.00       | .00               | 2,487.00       | 196.48                     | .00              | 1,400.04         | 1,086.96                  | 56            | 1,420       |
| 650.130                                          | Sanitation                                      | 2,255.00       | .00               | 2,255.00       | 182.46                     | .00              | 1,277.22         | 977.78                    | 57            | 1,270       |
| 650.133                                          | Stormwater                                      | 2,449.00       | .00               | 2,449.00       | 198.20                     | .00              | 1,387.40         | 1,061.60                  | 57            | 1,380       |
| 650.134                                          | Security Lights                                 | 3,830.00       | .00               | 3,830.00       | 309.89                     | .00              | 2,169.23         | 1,660.77                  | 57            | 2,160       |
| 650.1271                                         | Electricity- Sales Tax                          | 1,094.00       | .00               | 1,094.00       | 94.50                      | .00              | 609.26           | 484.74                    | 56            | 600         |
| 660.103                                          | Emergency Preparedness                          | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | (199        |
| 660.105                                          | COVID-19 Pandemic Expense                       | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 4,320.00         | (2,820.00)                | 288           | 940         |
| 660.133                                          | Repairs & Maint. Services                       | 23,500.00      | .00               | 23,500.00      | 2,633.74                   | .00              | 5,060.51         | 18,439.49                 | 22            | 4,130       |
| 660.139                                          | Fleet Services-RTA Mtce Allocation              | 12,145.00      | .00               | 12,145.00      | 1,706.00                   | .00              | 9,451.94         | 2,693.06                  | 78            | 8,410       |
| 660.145                                          | Gasoline & Oil                                  | 74,589.00      | .00               | 74,589.00      | 7,352.80                   | .00              | 45,120.89        | 29,468.11                 | 60            | 29,010      |
| 660.1391                                         | Fleet Services -Departmental Expense Allocation | 23,682.00      | .00               | 23,682.00      | 3,593.18                   | .00              | 27,961.73        | (4,279.73)                | 118           | 15,830      |
| 660.1392                                         | Fleet Svcs- Outside Vends                       | 16,435.00      | .00               | 16,435.00      | .00                        | .00              | 19,600.27        | (3,165.27)                | 119           | 11,620      |
| 670.156                                          | Equipment Rental/Lease                          | 8,300.00       | .00               | 8,300.00       | 999.96                     | .00              | 3,913.68         | 4,386.32                  | 47            | 3,610       |
| 682.1721                                         | Prisoner Housing                                | 70,000.00      | .00               | 70,000.00      | .00                        | 10,000.00        | 11,232.00        | 48,768.00                 | 30            | 27,530      |
| 685.180                                          | Membership Dues and Fees                        | 1,815.00       | .00               | 1,815.00       | 250.00                     | .00              | 980.00           | 835.00                    | 54            | 1,380       |
| 685.182                                          | Other Operating Expenses                        | 5,900.00       | .00               | 5,900.00       | 674.89                     | .00              | 3,583.51         | 2,316.49                  | 61            | 3,080       |
| 685.184                                          | Continuing Education                            | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | 2,000.00         | 1,000.00                  | 67            |             |
| 685.186                                          | Training                                        | 7,271.00       | .00               | 7,271.00       | 350.00                     | .00              | 2,431.23         | 4,839.77                  | 33            | 150         |
| 685.187                                          | Special Projects                                | 5,500.00       | .00               | 5,500.00       | 1,186.42                   | .00              | 2,613.99         | 2,886.01                  | 48            | 360         |
| 685.189                                          | Reserve Program                                 | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             |             |
| 685.1801                                         | Subscriptions                                   | 5,540.00       | .00               | 5,540.00       | 363.16                     | .00              | 2,240.24         | 3,299.76                  | 40            | 2,880       |
| 685.1861                                         | Law Enforce Accreditation/Policy                | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | 3,961.65         | 38.35                     | 99            | 2,280       |
| 686.184                                          | Technology Services                             | 38,871.00      | .00               | 38,871.00      | .00                        | .00              | 34,299.18        | 4,571.82                  | 88            |             |
| 686.189                                          | Employee Medical                                | 14,550.00      | .00               | 14,550.00      | 100.00                     | .00              | 350.00           | 14,200.00                 | 2             | 1,220       |
| 686.194                                          | Other Prof/Tech Services                        | 75,000.00      | .00               | 75,000.00      | .00                        | 37,500.00        | 37,500.00        | .00                       | 100           | 37,500      |
| 686.195                                          | Repair/Maint Svc Contract                       | 36,200.00      | .00               | 36,200.00      | 5,822.95                   | (30,799.18)      | 24,263.91        | 42,735.27                 | -18           | 16,300      |
| 686.1895                                         | Employee wellness services                      | 15,000.00      | .00               | 15,000.00      | .00                        | .00              | 8,459.54         | 6,540.46                  | 56            | 12,240      |
| 687.203                                          | Contract Services                               | 13,000.00      | .00               | 13,000.00      | 659.95                     | .00              | 4,269.36         | 8,730.64                  | 33            | 4,290       |
| 795.001                                          | IT Internal Allocations                         | 55,000.00      | .00               | 55,000.00      | 1,171.52                   | .00              | 11,351.62        | 43,648.38                 | 21            | 9,720       |
| 795.010                                          | 911 Expense Billing                             | (1,900.00)     | .00               | (1,900.00)     | .00                        | .00              | (786.50)         | (1,113.50)                | 41            | (943        |
| Sub Department 05 - Police Staff Services Totals |                                                 | \$3,719,014.00 | \$0.00            | \$3,719,014.00 | \$259,134.04               | \$55,399.66      | \$1,922,018.74   | \$1,741,595.60            | 53%           | \$1,757,450 |
| Sub Department 07 - Victim's Advocate            |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 400.101                                          | Regular Pay                                     | 33,970.00      | .00               | 33,970.00      | 2,561.86                   | .00              | 19,525.29        | 14,444.71                 | 57            | 13,840      |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                                      | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|----------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund                     |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                      |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 05 - Police                       |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Sub Department 07 - Victim's Advocate        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 401.103                                      | Overtime                                        | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 274.83           | 1,725.17                  | 14            |            |
| 405.114                                      | FICA                                            | 2,599.00       | .00               | 2,599.00       | 186.78                     | .00              | 1,446.11         | 1,152.89                  | 56            | 1,000      |
| 406.116                                      | Retirement                                      | 6,536.00       | .00               | 6,536.00       | 407.49                     | .00              | 3,016.16         | 3,519.84                  | 46            | 2,130      |
| 408.125                                      | SCMIT Worker's Comp Ins.                        | 1,823.00       | .00               | 1,823.00       | 242.75                     | 242.75           | 764.07           | 816.18                    | 55            | 810        |
| 410.001                                      | Health Claims Cost                              | 1,331.00       | .00               | 1,331.00       | 517.40                     | .00              | 3,158.84         | (1,827.84)                | 237           | 2,200      |
| 500.101                                      | Supplies and Materials                          | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 360.40           | 639.60                    | 36            | 670        |
| 501.101                                      | Uniforms and Clothing                           | 400.00         | .00               | 400.00         | .00                        | .00              | .00              | 400.00                    | 0             | 120        |
| 610.111                                      | Communications- Landline                        | 180.00         | .00               | 180.00         | 10.80                      | .00              | 86.57            | 93.43                     | 48            | 80         |
| 610.112                                      | Postage                                         | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |            |
| 610.1110                                     | Communications- Wireless                        | 1,300.00       | .00               | 1,300.00       | 99.25                      | .00              | 653.67           | 646.33                    | 50            | 580        |
| 640.124                                      | Travel Expense                                  | 400.00         | .00               | 400.00         | .00                        | .00              | .00              | 400.00                    | 0             |            |
| 660.133                                      | Repairs & Maint. Services                       | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 660.139                                      | Fleet Services-RTA Mtce Allocation              | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 660.145                                      | Gasoline & Oil                                  | 920.00         | .00               | 920.00         | 44.94                      | .00              | 297.54           | 622.46                    | 32            | 250        |
| 660.1391                                     | Fleet Services -Departmental Expense Allocation | 287.00         | .00               | 287.00         | 45.01                      | .00              | 334.38           | (47.38)                   | 117           | 180        |
| 670.156                                      | Equipment Rental/Lease                          | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 685.180                                      | Membership Dues and Fees                        | 75.00          | .00               | 75.00          | .00                        | .00              | 30.00            | 45.00                     | 40            | 30         |
| 685.182                                      | Other Operating Expenses                        | 1,200.00       | .00               | 1,200.00       | .00                        | .00              | .00              | 1,200.00                  | 0             |            |
| 685.186                                      | Training                                        | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             | (150)      |
| 685.187                                      | Special Projects                                | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 686.189                                      | Employee Medical                                | 425.00         | .00               | 425.00         | .00                        | .00              | 125.00           | 300.00                    | 29            |            |
| 686.195                                      | Repair/Maint Svc Contract                       | 500.00         | .00               | 500.00         | 385.00                     | .00              | 385.00           | 115.00                    | 77            | 380        |
| 686.1895                                     | Employee wellness services                      | .00            | .00               | .00            | .00                        | .00              | 241.71           | (241.71)                  | +++           | 340        |
| 795.001                                      | IT Internal Allocations                         | 4,500.00       | .00               | 4,500.00       | 167.36                     | .00              | 1,621.65         | 2,878.35                  | 36            | 1,380      |
| Sub Department 07 - Victim's Advocate Totals |                                                 | \$61,146.00    | \$0.00            | \$61,146.00    | \$4,668.64                 | \$242.75         | \$32,321.22      | \$28,582.03               | 53%           | \$23,900   |
| Sub Department 26 - Grants                   |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 500.101                                      | Supplies and Materials                          | 1,350.00       | .00               | 1,350.00       | .00                        | .00              | .00              | 1,350.00                  | 0             | 100        |
| 501.101                                      | Uniforms and Clothing                           | 800.00         | .00               | 800.00         | .00                        | .00              | 380.10           | 419.90                    | 48            |            |
| 610.1110                                     | Communications- Wireless                        | 3,000.00       | .00               | 3,000.00       | 274.22                     | .00              | 1,761.36         | 1,238.64                  | 59            | 1,610      |
| 640.124                                      | Travel Expense                                  | 800.00         | .00               | 800.00         | .00                        | .00              | 1,425.12         | (625.12)                  | 178           |            |
| 660.133                                      | Repairs & Maint. Services                       | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             |            |
| 660.139                                      | Fleet Services-RTA Mtce Allocation              | 417.00         | .00               | 417.00         | 45.17                      | .00              | 489.92           | (72.92)                   | 117           | 230        |
| 660.145                                      | Gasoline & Oil                                  | 3,217.00       | .00               | 3,217.00       | 39.46                      | .00              | 452.83           | 2,764.17                  | 14            | 1,380      |
| 660.1391                                     | Fleet Services -Departmental Expense Allocation | 839.00         | .00               | 839.00         | 110.51                     | .00              | 536.14           | 302.86                    | 64            | 500        |
| 660.1392                                     | Fleet Svcs- Outside Vends                       | .00            | .00               | .00            | .00                        | .00              | 383.00           | (383.00)                  | +++           |            |
| 685.182                                      | Other Operating Expenses                        | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             |            |
| 685.186                                      | Training                                        | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             |            |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Accounts

| Account                                          | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year     |
|--------------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|----------------|
| Fund 0010 - General Fund                         |                                                 |                |                   |                |                            |                  |                  |                           |               |                |
| EXPENSE                                          |                                                 |                |                   |                |                            |                  |                  |                           |               |                |
| Department 05 - Police                           |                                                 |                |                   |                |                            |                  |                  |                           |               |                |
| Sub Department 26 - Grants                       |                                                 |                |                   |                |                            |                  |                  |                           |               |                |
| 685.187                                          | Special Projects                                | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             |                |
|                                                  | Sub Department 26 - Grants Totals               | \$15,523.00    | \$0.00            | \$15,523.00    | \$469.36                   | \$0.00           | \$5,428.47       | \$10,094.53               | 35%           | \$3,761.12     |
|                                                  | Department 05 - Police Totals                   | \$3,795,683.00 | \$0.00            | \$3,795,683.00 | \$264,272.04               | \$55,642.41      | \$1,959,768.43   | \$1,780,272.16            | 53%           | \$1,785,121.12 |
| Department 09 - Planning & Community Development |                                                 |                |                   |                |                            |                  |                  |                           |               |                |
| 400.101                                          | Regular Pay                                     | 356,612.00     | .00               | 356,612.00     | 33,495.63                  | .00              | 191,008.48       | 165,603.52                | 54            | 205,612.00     |
| 401.103                                          | Overtime                                        | 2,287.00       | .00               | 2,287.00       | 489.52                     | .00              | 1,552.76         | 734.24                    | 68            | 1,187.00       |
| 405.114                                          | FICA                                            | 27,456.00      | .00               | 27,456.00      | 2,513.45                   | .00              | 14,080.50        | 13,375.50                 | 51            | 14,700.00      |
| 406.116                                          | Retirement                                      | 59,434.00      | .00               | 59,434.00      | 5,557.68                   | .00              | 30,534.11        | 28,899.89                 | 51            | 32,270.00      |
| 408.125                                          | SCMIT Worker's Comp Ins.                        | 3,095.00       | .00               | 3,095.00       | 960.88                     | 960.88           | 3,024.46         | (890.34)                  | 129           | 3,220.00       |
| 410.001                                          | Health Claims Cost                              | 60,010.00      | .00               | 60,010.00      | 3,713.80                   | .00              | 24,868.18        | 35,141.82                 | 41            | 34,720.00      |
| 500.101                                          | Supplies and Materials                          | 3,095.00       | .00               | 3,095.00       | 45.60                      | .00              | 1,962.78         | 1,132.22                  | 63            | 1,770.00       |
| 500.102                                          | Equipment                                       | 3,600.00       | .00               | 3,600.00       | .00                        | .00              | 2,852.24         | 747.76                    | 79            | 2,130.00       |
| 500.103                                          | Furniture                                       | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             | 50.00          |
| 500.105                                          | Printing and Binding                            | 2,320.00       | .00               | 2,320.00       | .00                        | .00              | 194.25           | 2,125.75                  | 8             | 290.00         |
| 610.111                                          | Communications- Landline                        | 2,000.00       | .00               | 2,000.00       | 125.15                     | .00              | 1,008.26         | 991.74                    | 50            | 980.00         |
| 610.112                                          | Postage                                         | 1,540.00       | .00               | 1,540.00       | 24.92                      | .00              | 998.27           | 541.73                    | 65            | 240.00         |
| 610.1110                                         | Communications- Wireless                        | 1,800.00       | .00               | 1,800.00       | 203.29                     | .00              | 1,248.51         | 551.49                    | 69            | 1,480.00       |
| 620.114                                          | Advertising                                     | 3,262.00       | .00               | 3,262.00       | 637.75                     | .00              | 1,575.75         | 1,686.25                  | 48            | 1,960.00       |
| 640.124                                          | Travel Expense                                  | 3,386.00       | .00               | 3,386.00       | .00                        | .00              | 343.58           | 3,042.42                  | 10            |                |
| 650.127                                          | Electricity                                     | 2,498.00       | .00               | 2,498.00       | 161.89                     | .00              | 910.25           | 1,587.75                  | 36            | 860.00         |
| 650.128                                          | Water                                           | 234.00         | .00               | 234.00         | 22.98                      | .00              | 155.64           | 78.36                     | 67            | 130.00         |
| 650.129                                          | Wastewater                                      | 327.00         | .00               | 327.00         | 29.31                      | .00              | 200.86           | 126.14                    | 61            | 180.00         |
| 650.130                                          | Sanitation                                      | 602.00         | .00               | 602.00         | 48.71                      | .00              | 340.97           | 261.03                    | 57            | 340.00         |
| 650.133                                          | Stormwater                                      | 399.00         | .00               | 399.00         | 32.31                      | .00              | 226.17           | 172.83                    | 57            | 220.00         |
| 650.134                                          | Security Lights                                 | 1,112.00       | .00               | 1,112.00       | 90.00                      | .00              | 630.00           | 482.00                    | 57            | 630.00         |
| 650.1271                                         | Electricity- Sales Tax                          | 69.00          | .00               | 69.00          | 7.75                       | .00              | 40.13            | 28.87                     | 58            | 30.00          |
| 660.103                                          | Emergency Preparedness                          | .00            | .00               | .00            | .00                        | .00              | 72.03            | (72.03)                   | +++           |                |
| 660.105                                          | COVID-19 Pandemic Expense                       | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 170.00         |
| 660.133                                          | Repairs & Maint. Services                       | 927.00         | .00               | 927.00         | .00                        | .00              | .00              | 927.00                    | 0             |                |
| 660.139                                          | Fleet Services-RTA Mtce Allocation              | 43.00          | .00               | 43.00          | .00                        | .00              | 508.18           | (465.18)                  | 1182          | 20.00          |
| 660.145                                          | Gasoline & Oil                                  | 2,616.00       | .00               | 2,616.00       | 165.50                     | .00              | 1,185.00         | 1,431.00                  | 45            | 780.00         |
| 660.1391                                         | Fleet Services -Departmental Expense Allocation | 753.00         | .00               | 753.00         | 99.01                      | .00              | 900.61           | (147.61)                  | 120           | 480.00         |
| 670.156                                          | Equipment Rental/Lease                          | 7,500.00       | .00               | 7,500.00       | 880.69                     | .00              | 4,690.40         | 2,809.60                  | 63            | 4,660.00       |
| 685.180                                          | Membership Dues and Fees                        | 1,623.00       | .00               | 1,623.00       | 205.00                     | .00              | 542.00           | 1,081.00                  | 33            | 420.00         |
| 685.182                                          | Other Operating Expenses                        | 600.00         | .00               | 600.00         | 87.28                      | .00              | 982.85           | (382.85)                  | 164           | 400.00         |
| 685.184                                          | Continuing Education                            | 450.00         | .00               | 450.00         | .00                        | .00              | 233.71           | 216.29                    | 52            |                |
| 685.186                                          | Training                                        | 4,221.00       | .00               | 4,221.00       | 145.00                     | .00              | 7,698.00         | (3,477.00)                | 182           | (250.00)       |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                                 | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|---------------------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund                                |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                                 |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 09 - Planning & Community Development        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 685.192                                                 | KGB Operations                                  | .00            | .00               | .00            | .00                        | .00              | 838.18           | (838.18)                  | +++           |            |
| 686.189                                                 | Employee Medical                                | .00            | .00               | .00            | .00                        | .00              | 60.00            | (60.00)                   | +++           |            |
| 686.191                                                 | Contract Services/Studies                       | 427,000.00     | .00               | 427,000.00     | 16,200.75                  | 22,200.00        | 52,056.96        | 352,743.04                | 17            | 7,500      |
| 686.1895                                                | Employee wellness services                      | .00            | .00               | .00            | .00                        | .00              | 1,208.51         | (1,208.51)                | +++           | 1,740      |
| 795.001                                                 | IT Internal Allocations                         | 18,375.00      | .00               | 18,375.00      | 502.06                     | .00              | 4,864.95         | 13,510.05                 | 26            | 4,160      |
| Department 09 - Planning & Community Development Totals |                                                 | \$999,446.00   | \$0.00            | \$999,446.00   | \$66,445.91                | \$23,160.88      | \$353,597.53     | \$622,687.59              | 38%           | \$323,200  |
| Department 10 - Municipal Court                         |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                                 | Regular Pay                                     | 128,437.00     | .00               | 128,437.00     | 9,745.53                   | .00              | 75,137.67        | 53,299.33                 | 59            | 67,110     |
| 401.103                                                 | Overtime                                        | 4,639.00       | .00               | 4,639.00       | 86.42                      | .00              | 2,062.26         | 2,576.74                  | 44            | 2,700      |
| 401.105                                                 | On-call pay                                     | 5,200.00       | .00               | 5,200.00       | 400.00                     | .00              | 2,900.00         | 2,300.00                  | 56            | 2,900      |
| 405.114                                                 | FICA                                            | 10,578.00      | .00               | 10,578.00      | 772.85                     | .00              | 6,049.60         | 4,528.40                  | 57            | 5,390      |
| 406.116                                                 | Retirement                                      | 22,037.00      | .00               | 22,037.00      | 1,639.55                   | .00              | 12,311.93        | 9,725.07                  | 56            | 11,080     |
| 408.125                                                 | SCMIT Worker's Comp Ins.                        | 591.00         | .00               | 591.00         | 596.76                     | 596.76           | 1,878.36         | (1,884.12)                | 419           | 2,000      |
| 410.001                                                 | Health Claims Cost                              | 12,226.00      | .00               | 12,226.00      | 534.98                     | .00              | 3,507.98         | 8,718.02                  | 29            | 8,280      |
| 500.101                                                 | Supplies and Materials                          | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 1,307.85         | 692.15                    | 65            | 1,190      |
| 500.102                                                 | Equipment                                       | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 610.111                                                 | Communications- Landline                        | 550.00         | .00               | 550.00         | 32.40                      | .00              | 259.69           | 290.31                    | 47            | 240        |
| 610.112                                                 | Postage                                         | 2,000.00       | .00               | 2,000.00       | 361.67                     | .00              | 1,867.10         | 132.90                    | 93            | 1,060      |
| 610.1110                                                | Communications- Wireless                        | 350.00         | .00               | 350.00         | .00                        | .00              | .00              | 350.00                    | 0             |            |
| 640.124                                                 | Travel Expense                                  | 1,600.00       | .00               | 1,600.00       | 26.68                      | .00              | 26.68            | 1,573.32                  | 2             |            |
| 650.127                                                 | Electricity                                     | 5,307.00       | .00               | 5,307.00       | 455.76                     | .00              | 2,948.75         | 2,358.25                  | 56            | 2,990      |
| 650.128                                                 | Water                                           | 389.00         | .00               | 389.00         | 36.86                      | .00              | 282.26           | 106.74                    | 73            | 220        |
| 650.129                                                 | Wastewater                                      | 379.00         | .00               | 379.00         | 29.96                      | .00              | 213.46           | 165.54                    | 56            | 210        |
| 650.130                                                 | Sanitation                                      | 119.00         | .00               | 119.00         | 9.67                       | .00              | 67.69            | 51.31                     | 57            | 60         |
| 650.133                                                 | Stormwater                                      | 214.00         | .00               | 214.00         | 17.39                      | .00              | 121.73           | 92.27                     | 57            | 120        |
| 650.134                                                 | Security Lights                                 | 471.00         | .00               | 471.00         | 38.11                      | .00              | 266.77           | 204.23                    | 57            | 260        |
| 650.1271                                                | Electricity- Sales Tax                          | 203.00         | .00               | 203.00         | 17.57                      | .00              | 113.30           | 89.70                     | 56            | 110        |
| 660.105                                                 | COVID-19 Pandemic Expense                       | 500.00         | .00               | 500.00         | .00                        | .00              | 226.91           | 273.09                    | 45            | 70         |
| 660.133                                                 | Repairs & Maint. Services                       | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 664.50           | 1,335.50                  | 33            | 190        |
| 660.139                                                 | Fleet Services-RTA Mtce Allocation              | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 660.145                                                 | Gasoline & Oil                                  | 672.00         | .00               | 672.00         | 30.17                      | .00              | 259.46           | 412.54                    | 39            | 170        |
| 660.1391                                                | Fleet Services -Departmental Expense Allocation | 288.00         | .00               | 288.00         | 30.00                      | .00              | 222.91           | 65.09                     | 77            | 170        |
| 670.156                                                 | Equipment Rental/Lease                          | 2,200.00       | .00               | 2,200.00       | 200.66                     | .00              | 1,083.40         | 1,116.60                  | 49            | 1,240      |
| 685.180                                                 | Membership Dues and Fees                        | 100.00         | .00               | 100.00         | 80.00                      | .00              | 80.00            | 20.00                     | 80            | 70         |
| 685.182                                                 | Other Operating Expenses                        | 3,600.00       | .00               | 3,600.00       | .00                        | .00              | 1,552.00         | 2,048.00                  | 43            | (588)      |
| 685.186                                                 | Training                                        | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 686.187                                                 | Professional Services                           | 27,800.00      | .00               | 27,800.00      | .00                        | 5,000.00         | 22,793.43        | 6.57                      | 100           | 5,810      |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|----------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund               |                            |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                |                            |                |                   |                |                            |                  |                  |                           |               |            |
| Department 10 - Municipal Court        |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 686.189                                | Employee Medical           | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             | 60         |
| 686.195                                | Repair/Maint Svc Contract  | 2,000.00       | .00               | 2,000.00       | 718.75                     | .00              | 1,233.89         | 766.11                    | 62            | 1,450      |
| 686.1895                               | Employee wellness services | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 725.10           | 774.90                    | 48            | 1,040      |
| 795.001                                | IT Internal Allocations    | 22,093.00      | .00               | 22,093.00      | 836.80                     | .00              | 8,108.29         | 13,984.71                 | 37            | 6,940      |
| Department 10 - Municipal Court Totals |                            | \$261,743.00   | \$0.00            | \$261,743.00   | \$16,698.54                | \$5,596.76       | \$148,272.97     | \$107,873.27              | 59%           | \$122,670  |
| Department 11 - Fire                   |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                | Regular Pay                | 1,467,461.00   | .00               | 1,467,461.00   | 95,161.23                  | .00              | 783,978.53       | 683,482.47                | 53            | 723,720    |
| 401.103                                | Overtime                   | 99,500.00      | .00               | 99,500.00      | 13,571.51                  | .00              | 69,950.59        | 29,549.41                 | 70            | 53,980     |
| 402.111                                | Volunteer Employees        | 3,000.00       | .00               | 3,000.00       | 45.00                      | .00              | 345.00           | 2,655.00                  | 12            | 150        |
| 405.114                                | FICA                       | 119,873.00     | .00               | 119,873.00     | 7,725.96                   | .00              | 60,736.25        | 59,136.75                 | 51            | 54,790     |
| 406.116                                | Retirement                 | 301,483.00     | .00               | 301,483.00     | 21,538.09                  | .00              | 157,069.99       | 144,413.01                | 52            | 137,900    |
| 408.125                                | SCMIT Worker's Comp Ins.   | 64,055.00      | .00               | 64,055.00      | 15,181.86                  | 15,181.86        | 48,270.46        | 602.68                    | 99            | 56,030     |
| 410.001                                | Health Claims Cost         | 284,145.00     | .00               | 284,145.00     | 19,532.32                  | .00              | 142,310.36       | 141,834.64                | 50            | 148,560    |
| 410.002                                | Health Claim Costs-Retire  | 26,591.00      | .00               | 26,591.00      | 2,979.80                   | .00              | 27,999.66        | (1,408.66)                | 105           | 22,790     |
| 500.101                                | Supplies and Materials     | 16,700.00      | .00               | 16,700.00      | 360.17                     | .00              | 9,920.69         | 6,779.31                  | 59            | 7,600      |
| 500.102                                | Equipment                  | 32,600.00      | .00               | 32,600.00      | 3,202.11                   | 11,239.26        | 12,037.93        | 9,322.81                  | 71            | 14,690     |
| 500.103                                | Furniture                  | 6,200.00       | .00               | 6,200.00       | 840.35                     | .00              | 3,235.33         | 2,964.67                  | 52            | 4,150      |
| 500.105                                | Printing and Binding       | 500.00         | .00               | 500.00         | .00                        | .00              | 178.34           | 321.66                    | 36            |            |
| 500.107                                | Technology Supplies        | 8,052.00       | .00               | 8,052.00       | 1,016.57                   | .00              | 2,563.33         | 5,488.67                  | 32            | 1,920      |
| 501.101                                | Uniforms and Clothing      | 28,900.00      | .00               | 28,900.00      | 8,730.87                   | 8,188.50         | 16,646.38        | 4,065.12                  | 86            | 16,340     |
| 515.121                                | Safety Supplies            | 9,000.00       | .00               | 9,000.00       | .00                        | .00              | 409.61           | 8,590.39                  | 5             | 8,100      |
| 515.128                                | Medical Supplies           | 14,000.00      | .00               | 14,000.00      | 1,184.10                   | .00              | 10,129.91        | 3,870.09                  | 72            | 4,180      |
| 531.140                                | Haz Mat Supplies/Equipmnt  | 10,000.00      | .00               | 10,000.00      | 953.98                     | .00              | 1,298.12         | 8,701.88                  | 13            | 1,620      |
| 610.111                                | Communications- Landline   | 6,500.00       | .00               | 6,500.00       | 525.47                     | .00              | 4,247.07         | 2,252.93                  | 65            | 4,100      |
| 610.112                                | Postage                    | 700.00         | .00               | 700.00         | 203.20                     | .00              | 623.70           | 76.30                     | 89            | 280        |
| 610.1110                               | Communications- Wireless   | 30,000.00      | .00               | 30,000.00      | 2,654.56                   | .00              | 17,800.55        | 12,199.45                 | 59            | 17,160     |
| 620.114                                | Advertising                | 750.00         | .00               | 750.00         | .00                        | .00              | .00              | 750.00                    | 0             |            |
| 630.121                                | Fire Prevention Materials  | 9,000.00       | .00               | 9,000.00       | .00                        | .00              | 6,067.29         | 2,932.71                  | 67            | 2,870      |
| 640.124                                | Travel Expense             | 7,442.00       | .00               | 7,442.00       | .00                        | .00              | 1,438.00         | 6,004.00                  | 19            | 1,150      |
| 650.127                                | Electricity                | 15,318.00      | .00               | 15,318.00      | 1,322.71                   | .00              | 8,368.47         | 6,949.53                  | 55            | 8,270      |
| 650.128                                | Water                      | 3,511.00       | .00               | 3,511.00       | 343.70                     | .00              | 2,370.46         | 1,140.54                  | 68            | 1,780      |
| 650.129                                | Wastewater                 | 2,365.00       | .00               | 2,365.00       | 196.44                     | .00              | 1,582.56         | 782.44                    | 67            | 1,330      |
| 650.130                                | Sanitation                 | 973.00         | .00               | 973.00         | 78.76                      | .00              | 551.32           | 421.68                    | 57            | 550        |
| 650.133                                | Stormwater                 | 1,435.00       | .00               | 1,435.00       | 116.10                     | .00              | 812.70           | 622.30                    | 57            | 810        |
| 650.134                                | Security Lights            | 1,866.00       | .00               | 1,866.00       | 151.00                     | .00              | 1,057.00         | 809.00                    | 57            | 1,050      |
| 650.1271                               | Electricity- Sales Tax     | 401.00         | .00               | 401.00         | 29.92                      | .00              | 211.52           | 189.48                    | 53            | 210        |
| 660.103                                | Emergency Preparedness     | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             |            |
| 660.105                                | COVID-19 Pandemic Expense  | 20,000.00      | .00               | 20,000.00      | .00                        | .00              | 1,332.74         | 18,667.26                 | 7             | 12,220     |





# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                      | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0010 - General Fund     |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| EXPENSE                      |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Department 11 - Fire         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 660.133                      | Repairs & Maint. Services                       | 20,000.00      | 10,040.00         | 30,040.00      | 2,620.28                   | .00              | 20,098.62        | 9,941.38                  | 67            | 11,139      |
| 660.139                      | Fleet Services-RTA Mtce Allocation              | 25,328.00      | .00               | 25,328.00      | 1,986.09                   | .00              | 14,880.07        | 10,447.93                 | 59            | 15,220      |
| 660.145                      | Gasoline & Oil                                  | 24,718.00      | .00               | 24,718.00      | 2,105.11                   | .00              | 15,876.22        | 8,841.78                  | 64            | 10,190      |
| 660.1391                     | Fleet Services -Departmental Expense Allocation | 7,430.00       | .00               | 7,430.00       | 946.85                     | .00              | 7,224.89         | 205.11                    | 97            | 4,841       |
| 660.1392                     | Fleet Svcs- Outside Vends                       | 40,000.00      | .00               | 40,000.00      | 300.00                     | .00              | 9,304.52         | 30,695.48                 | 23            | 18,431      |
| 670.156                      | Equipment Rental/Lease                          | 8,500.00       | (2,000.00)        | 6,500.00       | 566.48                     | .00              | 2,720.54         | 3,779.46                  | 42            | 2,341       |
| 682.169                      | Laundry & Linen                                 | 2,000.00       | .00               | 2,000.00       | 87.36                      | .00              | 543.29           | 1,456.71                  | 27            | 521         |
| 685.180                      | Membership Dues and Fees                        | 2,218.00       | .00               | 2,218.00       | 25.00                      | .00              | 644.00           | 1,574.00                  | 29            | 421         |
| 685.182                      | Other Operating Expenses                        | 3,000.00       | .00               | 3,000.00       | 410.96                     | .00              | 1,164.14         | 1,835.86                  | 39            | 1,090       |
| 685.184                      | Continuing Education                            | 5,000.00       | .00               | 5,000.00       | .00                        | .00              | .00              | 5,000.00                  | 0             |             |
| 685.186                      | Training                                        | 23,799.00      | .00               | 23,799.00      | 90.00                      | .00              | 5,656.94         | 18,142.06                 | 24            | 6,530       |
| 685.1801                     | Subscriptions                                   | 14,868.00      | .00               | 14,868.00      | 1,491.00                   | .00              | 8,632.08         | 6,235.92                  | 58            | 9,221       |
| 686.189                      | Employee Medical                                | 13,500.00      | .00               | 13,500.00      | 100.00                     | .00              | 9,040.00         | 4,460.00                  | 67            | 8,101       |
| 686.195                      | Repair/Maint Svc Contract                       | 60,286.00      | .00               | 60,286.00      | 12,284.85                  | .00              | 31,527.32        | 28,758.68                 | 52            | 23,411      |
| 686.1895                     | Employee wellness services                      | 13,000.00      | .00               | 13,000.00      | .00                        | .00              | 7,251.03         | 5,748.97                  | 56            | 10,491      |
| 795.001                      | IT Internal Allocations                         | 26,511.00      | .00               | 26,511.00      | 1,004.16                   | .00              | 9,729.94         | 16,781.06                 | 37            | 8,331       |
| Department 11 - Fire Totals  |                                                 | \$2,884,979.00 | \$8,040.00        | \$2,893,019.00 | \$221,663.92               | \$34,609.62      | \$1,537,837.46   | \$1,320,571.92            | 54%           | \$1,438,741 |
| Department 12 - Public Works |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 400.101                      | Regular Pay                                     | 556,923.00     | .00               | 556,923.00     | 34,544.92                  | .00              | 254,413.96       | 302,509.04                | 46            | 211,621     |
| 401.103                      | Overtime                                        | 10,644.00      | .00               | 10,644.00      | 4,411.92                   | .00              | 11,585.93        | (941.93)                  | 109           | 4,471       |
| 405.114                      | FICA                                            | 43,419.00      | .00               | 43,419.00      | 2,764.95                   | .00              | 18,768.21        | 24,650.79                 | 43            | 15,301      |
| 406.116                      | Retirement                                      | 93,989.00      | .00               | 93,989.00      | 6,195.88                   | .00              | 40,885.25        | 53,103.75                 | 44            | 32,721      |
| 408.125                      | SCMIT Worker's Comp Ins.                        | 20,861.00      | .00               | 20,861.00      | 7,198.93                   | 6,817.17         | 26,726.36        | (12,682.53)               | 161           | 24,791      |
| 410.001                      | Health Claims Cost                              | 77,954.00      | .00               | 77,954.00      | 7,635.90                   | .00              | 49,629.78        | 28,324.22                 | 64            | 41,751      |
| 410.002                      | Health Claim Costs-Retire                       | 38,912.00      | .00               | 38,912.00      | 1,637.72                   | .00              | 15,402.88        | 23,509.12                 | 40            | 19,261      |
| 500.101                      | Supplies and Materials                          | 10,000.00      | .00               | 10,000.00      | 419.60                     | .00              | 6,178.08         | 3,821.92                  | 62            | 6,421       |
| 500.102                      | Equipment                                       | 6,500.00       | .00               | 6,500.00       | .00                        | .00              | 5,058.25         | 1,441.75                  | 78            | 631         |
| 500.103                      | Furniture                                       | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 481         |
| 500.105                      | Printing and Binding                            | 1,500.00       | .00               | 1,500.00       | 223.18                     | .00              | 878.11           | 621.89                    | 59            | 1,451       |
| 501.101                      | Uniforms and Clothing                           | 16,000.00      | .00               | 16,000.00      | 766.28                     | 563.12           | 8,128.54         | 7,308.34                  | 54            | 7,211       |
| 513.112                      | Asphalt/Concrete/Gravel                         | 15,000.00      | 87,000.00         | 102,000.00     | 838.20                     | .00              | 3,445.59         | 98,554.41                 | 3             | 6,311       |
| 515.121                      | Safety Supplies                                 | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | 1,157.42         | 2,842.58                  | 29            | 1,090       |
| 610.111                      | Communications- Landline                        | 3,500.00       | .00               | 3,500.00       | 298.81                     | .00              | 2,422.99         | 1,077.01                  | 69            | 2,381       |
| 610.112                      | Postage                                         | 100.00         | .00               | 100.00         | .00                        | .00              | 16.02            | 83.98                     | 16            |             |
| 610.1110                     | Communications- Wireless                        | 5,150.00       | .00               | 5,150.00       | 265.65                     | .00              | 1,660.13         | 3,489.87                  | 32            | 1,381       |
| 620.114                      | Advertising                                     | 750.00         | .00               | 750.00         | 168.00                     | .00              | 252.00           | 498.00                    | 34            | 71          |
| 640.124                      | Travel Expense                                  | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             | 51          |
| 650.127                      | Electricity                                     | 1,179.00       | .00               | 1,179.00       | 275.26                     | .00              | 894.27           | 284.73                    | 76            | 631         |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|----------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund               |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 12 - Public Works           |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 650.128                                | Water                                           | 485.00         | .00               | 485.00         | 79.80                      | .00              | 355.39           | 129.61                    | 73            | 27%        |
| 650.129                                | Wastewater                                      | 640.00         | .00               | 640.00         | 93.57                      | .00              | 431.05           | 208.95                    | 67            | 36%        |
| 650.130                                | Sanitation                                      | 470.00         | .00               | 470.00         | 38.04                      | .00              | 266.28           | 203.72                    | 57            | 26%        |
| 650.133                                | Stormwater                                      | 430.00         | .00               | 430.00         | 34.87                      | .00              | 244.09           | 185.91                    | 57            | 24%        |
| 650.134                                | Security Lights                                 | 550.00         | .00               | 550.00         | 44.54                      | .00              | 311.78           | 238.22                    | 57            | 31%        |
| 650.1271                               | Electricity- Sales Tax                          | 4.00           | .00               | 4.00           | .16                        | .00              | 1.37             | 2.63                      | 34            | .          |
| 660.105                                | COVID-19 Pandemic Expense                       | 3,440.00       | .00               | 3,440.00       | .00                        | .00              | 1,523.60         | 1,916.40                  | 44            | 69%        |
| 660.133                                | Repairs & Maint. Services                       | 10,000.00      | .00               | 10,000.00      | 760.39                     | .00              | 6,310.66         | 3,689.34                  | 63            | 5,08%      |
| 660.139                                | Fleet Services-RTA Mtce Allocation              | 12,208.00      | .00               | 12,208.00      | 659.41                     | .00              | 3,809.83         | 8,398.17                  | 31            | 8,19%      |
| 660.145                                | Gasoline & Oil                                  | 22,838.00      | .00               | 22,838.00      | 3,443.20                   | .00              | 15,794.26        | 7,043.74                  | 69            | 8,74%      |
| 660.1391                               | Fleet Services -Departmental Expense Allocation | 20,898.00      | .00               | 20,898.00      | 2,945.11                   | .00              | 22,817.06        | (1,919.06)                | 109           | 13,76%     |
| 660.1392                               | Fleet Svcs- Outside Vends                       | 1,656.00       | .00               | 1,656.00       | .00                        | .00              | 892.51           | 763.49                    | 54            | 93%        |
| 663.142                                | Street Sign Maintenance                         | 4,000.00       | .00               | 4,000.00       | 442.87                     | .00              | 1,934.26         | 2,065.74                  | 48            | 2,38%      |
| 663.148                                | Maintenance of Parks                            | 15,000.00      | .00               | 15,000.00      | 650.00                     | .00              | 7,195.99         | 7,804.01                  | 48            | 2,64%      |
| 670.156                                | Equipment Rental/Lease                          | 3,000.00       | (1,293.00)        | 1,707.00       | 241.26                     | .00              | 1,865.98         | (158.98)                  | 109           | 1,86%      |
| 685.180                                | Membership Dues and Fees                        | 200.00         | .00               | 200.00         | .00                        | .00              | 118.00           | 82.00                     | 59            | 14%        |
| 685.182                                | Other Operating Expenses                        | 1,500.00       | .00               | 1,500.00       | 58.00                      | .00              | 568.07           | 931.93                    | 38            | 93%        |
| 685.186                                | Training                                        | 400.00         | .00               | 400.00         | .00                        | .00              | .00              | 400.00                    | 0             |            |
| 685.192                                | KGB Operations                                  | 6,000.00       | .00               | 6,000.00       | 266.76                     | .00              | 1,732.95         | 4,267.05                  | 29            | 3,83%      |
| 685.1921                               | KGB grant expenses                              | 6,000.00       | .00               | 6,000.00       | 1,179.10                   | .00              | 4,651.49         | 1,348.51                  | 78            | 3,08%      |
| 686.187                                | Professional Services                           | 5,000.00       | .00               | 5,000.00       | 499.95                     | 5,832.75         | 2,499.75         | (3,332.50)                | 167           | 2,99%      |
| 686.189                                | Employee Medical                                | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 48%        |
| 686.195                                | Repair/Maint Svc Contract                       | 10,000.00      | .00               | 10,000.00      | 698.50                     | 588.00           | 5,172.82         | 4,239.18                  | 58            | 7,83%      |
| 686.1895                               | Employee wellness services                      | 3,505.00       | .00               | 3,505.00       | .00                        | .00              | 3,383.81         | 121.19                    | 97            | 4,89%      |
| 687.203                                | Contract Services                               | 35,000.00      | .00               | 35,000.00      | .00                        | .00              | 14,390.14        | 20,609.86                 | 41            | 9,56%      |
| 687.204                                | Janitorial Services                             | 4,200.00       | .00               | 4,200.00       | .00                        | .00              | 2,021.40         | 2,178.60                  | 48            | 1,63%      |
| 700.105                                | Matched Expenses                                | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 75%        |
| 795.001                                | IT Internal Allocations                         | 6,277.00       | .00               | 6,277.00       | 334.72                     | .00              | 3,243.33         | 3,033.67                  | 52            | 2,77%      |
| Department 12 - Public Works Totals    |                                                 | \$1,082,582.00 | \$85,707.00       | \$1,168,289.00 | \$80,115.45                | \$13,801.04      | \$549,039.64     | \$605,448.32              | 48%           | \$462,841  |
| Department 13 - Information Technology |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                | Regular Pay                                     | 86,273.00      | .00               | 86,273.00      | 6,513.51                   | .00              | 49,261.92        | 37,011.08                 | 57            | 55,06%     |
| 405.114                                | FICA                                            | 6,600.00       | .00               | 6,600.00       | 475.05                     | .00              | 3,588.05         | 3,011.95                  | 54            | 4,07%      |
| 406.116                                | Retirement                                      | 14,287.00      | .00               | 14,287.00      | 1,044.88                   | .00              | 7,625.08         | 6,661.92                  | 53            | 8,49%      |
| 408.125                                | SCMIT Worker's Comp Ins.                        | 397.00         | .00               | 397.00         | 242.75                     | 242.75           | 764.07           | (609.82)                  | 254           | 81%        |
| 410.001                                | Health Claims Cost                              | 8,064.00       | .00               | 8,064.00       | 889.11                     | .00              | 6,432.75         | 1,631.25                  | 80            | 4,68%      |
| 500.101                                | Supplies and Materials                          | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | .00              | 3,000.00                  | 0             |            |
| 500.102                                | Equipment                                       | 10,000.00      | .00               | 10,000.00      | .00                        | .00              | 6,290.02         | 3,709.98                  | 63            | 19%        |
| 500.107                                | Technology Supplies                             | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                       | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year   |
|-----------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|--------------|
| Fund 0010 - General Fund                      |                            |                |                   |                |                            |                  |                  |                           |               |              |
| EXPENSE                                       |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Department 13 - Information Technology        |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 610.111                                       | Communications- Landline   | 500.00         | .00               | 500.00         | 32.40                      | .00              | 259.69           | 240.31                    | 52            | 240.31       |
| 610.112                                       | Postage                    | 50.00          | .00               | 50.00          | .00                        | .00              | .00              | 50.00                     | 0             | .00          |
| 610.1110                                      | Communications- Wireless   | 700.00         | .00               | 700.00         | 46.32                      | .00              | 278.16           | 421.84                    | 40            | 321.84       |
| 640.124                                       | Travel Expense             | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             | .00          |
| 650.127                                       | Electricity                | 1,249.00       | .00               | 1,249.00       | 80.94                      | .00              | 455.11           | 793.89                    | 36            | 433.89       |
| 650.128                                       | Water                      | 117.00         | .00               | 117.00         | 11.49                      | .00              | 77.82            | 39.18                     | 67            | 60.18        |
| 650.129                                       | Wastewater                 | 163.00         | .00               | 163.00         | 14.66                      | .00              | 100.42           | 62.58                     | 62            | 90.42        |
| 650.130                                       | Sanitation                 | 300.00         | .00               | 300.00         | 24.34                      | .00              | 170.38           | 129.62                    | 57            | 170.38       |
| 650.133                                       | Stormwater                 | 1,235.00       | .00               | 1,235.00       | 99.94                      | .00              | 699.58           | 535.42                    | 57            | 699.58       |
| 650.134                                       | Security Lights            | 556.00         | .00               | 556.00         | 45.00                      | .00              | 315.00           | 241.00                    | 57            | 315.00       |
| 650.1271                                      | Electricity- Sales Tax     | 34.00          | .00               | 34.00          | 3.88                       | .00              | 20.07            | 13.93                     | 59            | 13.93        |
| 685.180                                       | Membership Dues and Fees   | 50.00          | .00               | 50.00          | .00                        | .00              | .00              | 50.00                     | 0             | .00          |
| 685.182                                       | Other Operating Expenses   | 2,500.00       | 1,500.00          | 4,000.00       | .00                        | .00              | .00              | 4,000.00                  | 0             | .00          |
| 686.184                                       | Technology Services        | 144,000.00     | .00               | 144,000.00     | 11,224.25                  | 45,551.48        | 92,851.33        | 5,597.19                  | 96            | 82,721.33    |
| 686.187                                       | Professional Services      | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 3,221.00     |
| 686.194                                       | Other Prof/Tech Services   | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | 847.82           | 5,152.18                  | 14            | 3,121.82     |
| 686.195                                       | Repair/Maint Svc Contract  | 10,000.00      | .00               | 10,000.00      | .00                        | .00              | .00              | 10,000.00                 | 0             | .00          |
| 686.1895                                      | Employee wellness services | 600.00         | .00               | 600.00         | .00                        | .00              | 241.71           | 358.29                    | 40            | 341.71       |
| 795.001                                       | IT Internal Allocations    | (310,314.00)   | .00               | (310,314.00)   | (16,735.93)                | .00              | (162,165.93)     | (148,148.07)              | 52            | (133,307.07) |
| Department 13 - Information Technology Totals |                            | (\$12,639.00)  | \$1,500.00        | (\$11,139.00)  | \$4,012.59                 | \$45,794.23      | \$8,113.05       | (\$65,046.28)             | -484%         | \$31,821.05  |
| Department 14 - Fleet Services                |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 400.101                                       | Regular Pay                | 140,770.00     | .00               | 140,770.00     | 10,706.32                  | .00              | 80,963.91        | 59,806.09                 | 58            | 69,670.00    |
| 401.103                                       | Overtime                   | 179.00         | .00               | 179.00         | 25.63                      | .00              | 246.20           | (67.20)                   | 138           | 146.20       |
| 405.114                                       | FICA                       | 10,783.00      | .00               | 10,783.00      | 786.11                     | .00              | 5,945.79         | 4,837.21                  | 55            | 5,011.11     |
| 406.116                                       | Retirement                 | 23,341.00      | .00               | 23,341.00      | 1,715.53                   | .00              | 12,479.23        | 10,861.77                 | 53            | 10,631.77    |
| 408.125                                       | SCMIT Worker's Comp Ins.   | 4,941.00       | .00               | 4,941.00       | 1,699.24                   | 1,699.24         | 5,348.52         | (2,106.76)                | 143           | 5,710.76     |
| 410.001                                       | Health Claims Cost         | 28,054.00      | .00               | 28,054.00      | 1,981.54                   | .00              | 13,770.94        | 14,283.06                 | 49            | 13,311.54    |
| 410.002                                       | Health Claim Costs-Retire  | 10,244.00      | .00               | 10,244.00      | 782.74                     | .00              | 6,578.62         | 3,665.38                  | 64            | 6,821.62     |
| 500.101                                       | Supplies and Materials     | 5,600.00       | .00               | 5,600.00       | .00                        | .00              | 2,994.08         | 2,605.92                  | 53            | 1,251.08     |
| 500.102                                       | Equipment                  | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 1,678.25         | (178.25)                  | 112           | .00          |
| 500.105                                       | Printing and Binding       | 500.00         | .00               | 500.00         | .00                        | .00              | 86.25            | 413.75                    | 17            | .00          |
| 501.101                                       | Uniforms and Clothing      | 4,000.00       | .00               | 4,000.00       | 133.48                     | .00              | 1,002.10         | 2,997.90                  | 25            | 1,211.48     |
| 515.121                                       | Safety Supplies            | 1,600.00       | .00               | 1,600.00       | .00                        | .00              | 559.19           | 1,040.81                  | 35            | 990.81       |
| 610.111                                       | Communications- Landline   | 1,500.00       | .00               | 1,500.00       | 167.99                     | .00              | 1,214.31         | 285.69                    | 81            | 1,171.31     |
| 610.112                                       | Postage                    | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             | .00          |
| 610.1110                                      | Communications- Wireless   | 600.00         | .00               | 600.00         | 41.32                      | .00              | 248.16           | 351.84                    | 41            | 291.84       |
| 620.114                                       | Advertising                | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             | .00          |
| 640.124                                       | Travel Expense             | 500.00         | .00               | 500.00         | .00                        | .00              | 43.12            | 456.88                    | 9             | 50.12        |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                               | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|---------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0010 - General Fund              |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                               |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 14 - Fleet Services        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 650.127                               | Electricity                                     | 10,680.00      | .00               | 10,680.00      | 1,338.48                   | .00              | 7,117.74         | 3,562.26                  | 67            | 5,841      |
| 650.128                               | Water                                           | 485.00         | .00               | 485.00         | 79.74                      | .00              | 355.20           | 129.80                    | 73            | 274        |
| 650.129                               | Wastewater                                      | 640.00         | .00               | 640.00         | 93.51                      | .00              | 430.81           | 209.19                    | 67            | 361        |
| 650.130                               | Sanitation                                      | 456.00         | .00               | 456.00         | 36.90                      | .00              | 258.30           | 197.70                    | 57            | 251        |
| 650.133                               | Stormwater                                      | 783.00         | .00               | 783.00         | 63.41                      | .00              | 443.87           | 339.13                    | 57            | 441        |
| 650.134                               | Security Lights                                 | 526.00         | .00               | 526.00         | 42.57                      | .00              | 297.99           | 228.01                    | 57            | 291        |
| 650.1271                              | Electricity- Sales Tax                          | 492.00         | .00               | 492.00         | 60.74                      | .00              | 319.14           | 172.86                    | 65            | 261        |
| 660.105                               | COVID-19 Pandemic Expense                       | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 61         |
| 660.133                               | Repairs & Maint. Services                       | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             | 1,750      |
| 660.139                               | Fleet Services-RTA Mtce Allocation              | 21.00          | .00               | 21.00          | .00                        | .00              | 372.61           | (351.61)                  | 1774          | 61         |
| 660.145                               | Gasoline & Oil                                  | 1,926.00       | .00               | 1,926.00       | 291.66                     | .00              | 1,330.05         | 595.95                    | 69            | 711        |
| 660.1391                              | Fleet Services -Departmental Expense Allocation | 97.00          | .00               | 97.00          | .00                        | .00              | 261.25           | (164.25)                  | 269           | 171        |
| 662.140                               | Building Repairs                                | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | .00              | 4,000.00                  | 0             | 1,750      |
| 685.182                               | Other Operating Expenses                        | 500.00         | .00               | 500.00         | .00                        | .00              | 426.35           | 73.65                     | 85            | 271        |
| 685.186                               | Training                                        | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             | 271        |
| 686.189                               | Employee Medical                                | .00            | .00               | .00            | 60.00                      | .00              | 60.00            | (60.00)                   | +++           | 61         |
| 686.195                               | Repair/Maint Svc Contract                       | 8,950.00       | .00               | 8,950.00       | 60.60                      | 235.20           | 5,898.53         | 2,816.27                  | 69            | 4,701      |
| 686.1895                              | Employee wellness services                      | .00            | .00               | .00            | .00                        | .00              | 483.41           | (483.41)                  | +++           | 691        |
| 735.122                               | Services Billed                                 | (252,900.00)   | .00               | (252,900.00)   | (20,502.23)                | .00              | (148,040.31)     | (104,859.69)              | 59            | (98,450)   |
| 795.001                               | IT Internal Allocations                         | 5,049.00       | .00               | 5,049.00       | 334.72                     | .00              | 3,243.35         | 1,805.65                  | 64            | 2,771      |
| Department 14 - Fleet Services Totals |                                                 | \$19,017.00    | \$0.00            | \$19,017.00    | \$0.00                     | \$1,934.44       | \$6,416.96       | \$10,665.60               | 44%           | \$36,781   |
| Department 20 - General Government    |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 401.106                               | Contract Labor                                  | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | .00              | 4,000.00                  | 0             | 1,000      |
| 410.001                               | Health Claims Cost                              | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 103,201    |
| 410.002                               | Health Claim Costs-Retire                       | 26,451.00      | .00               | 26,451.00      | 654.42                     | .00              | 3,929.46         | 22,521.54                 | 15            | 17,541     |
| 510.106                               | Cleaning & Sanitation Sup                       | 2,200.00       | .00               | 2,200.00       | 72.07                      | .00              | 798.10           | 1,401.90                  | 36            | 511        |
| 600.110                               | SCMIRF Property/Liab Ins                        | 231,501.00     | .00               | 231,501.00     | 104,958.44                 | 19,224.17        | 238,204.98       | (25,928.15)               | 111           | 312,111    |
| 600.112                               | Survivors Health Ins                            | 10,000.00      | .00               | 10,000.00      | 590.96                     | .00              | 5,105.40         | 4,894.60                  | 51            | 7,371      |
| 600.1051                              | Employee Wellness & Safety                      | 20,700.00      | (1,500.00)        | 19,200.00      | 136.35                     | .00              | 3,606.76         | 15,593.24                 | 19            | 4,381      |
| 600.1052                              | Unemployment Insurance                          | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | .00              | 4,000.00                  | 0             | 7,281      |
| 620.114                               | Advertising                                     | 5,200.00       | .00               | 5,200.00       | .00                        | .00              | 168.00           | 5,032.00                  | 3             | 71         |
| 640.124                               | Travel Expense                                  | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 71         |
| 650.127                               | Electricity                                     | .00            | .00               | .00            | 322.45                     | .00              | 624.24           | (624.24)                  | +++           | 451        |
| 650.128                               | Water                                           | .00            | .00               | .00            | 15.44                      | .00              | 294.37           | (294.37)                  | +++           | 451        |
| 650.129                               | Wastewater                                      | .00            | .00               | .00            | 20.93                      | .00              | 388.41           | (388.41)                  | +++           | 451        |
| 650.133                               | Stormwater                                      | 812.00         | .00               | 812.00         | 103.51                     | .00              | 724.57           | 87.43                     | 89            | 451        |
| 650.1271                              | Electricity- Sales Tax                          | .00            | .00               | .00            | 20.93                      | .00              | 61.70            | (61.70)                   | +++           | 451        |
| 660.105                               | COVID-19 Pandemic Expense                       | 10,560.00      | .00               | 10,560.00      | .00                        | .00              | 3,999.80         | 6,560.20                  | 38            | 31,701     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                     | Account Description                       | Adopted Budget  | Budget Amendments | Amended Budget  | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year   |
|---------------------------------------------|-------------------------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|--------------|
| Fund 0010 - General Fund                    |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| EXPENSE                                     |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| Department 20 - General Government          |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| 660.133                                     | Repairs & Maint. Services                 | 5,000.00        | .00               | 5,000.00        | .00                        | .00              | 810.13           | 4,189.87                  | 16            | 10           |
| 685.180                                     | Membership Dues and Fees                  | 3,500.00        | .00               | 3,500.00        | .00                        | .00              | 90.10            | 3,409.90                  | 3             | 47           |
| 685.182                                     | Other Operating Expenses                  | 19,500.00       | .00               | 19,500.00       | 4,145.21                   | .00              | 10,179.02        | 9,320.98                  | 52            | 5,99         |
| 685.1822                                    | City Hall - Temporary Locations           | 103,824.00      | .00               | 103,824.00      | 8,652.00                   | .00              | 69,216.00        | 34,608.00                 | 67            | 69,21        |
| 686.186                                     | Legal Services                            | 50,000.00       | .00               | 50,000.00       | 10,265.60                  | 17,168.54        | 46,577.58        | (13,746.12)               | 127           | 33,59        |
| 686.187                                     | Professional Services                     | 12,000.00       | .00               | 12,000.00       | .00                        | .00              | 9,690.86         | 2,309.14                  | 81            | 12,98        |
| 686.189                                     | Employee Medical                          | 500.00          | .00               | 500.00          | 400.00                     | .00              | 400.00           | 100.00                    | 80            | 40           |
| 686.190                                     | Consulting Services                       | .00             | .00               | .00             | .00                        | .00              | .00              | .00                       | +++           | 3,00         |
| 686.192                                     | Elections                                 | 10,500.00       | .00               | 10,500.00       | .00                        | .00              | 6,218.86         | 4,281.14                  | 59            |              |
| 686.194                                     | Other Prof/Tech Services                  | .00             | .00               | .00             | .00                        | .00              | 1,500.00         | (1,500.00)                | +++           | 1,50         |
| 686.195                                     | Repair/Maint Svc Contract                 | 5,860.00        | .00               | 5,860.00        | 101.48                     | .00              | 707.41           | 5,152.59                  | 12            | 68           |
| 686.196                                     | Bank Charges/Fees                         | 20,000.00       | .00               | 20,000.00       | 167.11                     | .00              | 2,073.76         | 17,926.24                 | 10            | 6,00         |
| 686.199                                     | Internal Engineering                      | 33,000.00       | .00               | 33,000.00       | 1,224.22                   | .00              | 9,960.12         | 23,039.88                 | 30            | 14,35        |
| 686.1871                                    | Audit Services                            | 45,000.00       | .00               | 45,000.00       | 4,000.00                   | (4,000.00)       | 31,500.00        | 17,500.00                 | 61            | 33,70        |
| 686.1895                                    | Employee wellness services                | 2,500.00        | .00               | 2,500.00        | .00                        | .00              | .00              | 2,500.00                  | 0             |              |
| 687.204                                     | Janitorial Services                       | 9,000.00        | .00               | 9,000.00        | .00                        | .00              | 4,263.84         | 4,736.16                  | 47            | 4,58         |
| 691.002                                     | Clearing Expense Account                  | .00             | .00               | .00             | 6,370.60                   | .00              | 8,870.60         | (8,870.60)                | +++           |              |
| 720.002                                     | Unclaimed funds to the State              | 5,000.00        | .00               | 5,000.00        | .00                        | .00              | 1,926.73         | 3,073.27                  | 39            | 2,35         |
| 795.995                                     | GF Cost Distribution                      | (256,650.00)    | .00               | (256,650.00)    | (21,387.50)                | .00              | (149,712.50)     | (106,937.50)              | 58            | (170,076     |
| Department 20 - General Government Totals   |                                           | \$384,958.00    | (\$1,500.00)      | \$383,458.00    | \$120,834.22               | \$32,392.71      | \$312,178.30     | \$38,886.99               | 90%           | \$504,54     |
| Department 21 - Debt Service                |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| 681.100                                     | Capital Lease Principal                   | 37,516.00       | .00               | 37,516.00       | .00                        | .00              | 36,634.03        | 881.97                    | 98            | 36,63        |
| 681.120                                     | Capital Lease Interest                    | 1,830.00        | .00               | 1,830.00        | .00                        | .00              | 2,712.99         | (882.99)                  | 148           | 2,71         |
| 681.145                                     | Fire Stat II Loan Principle               | 82,834.00       | (82,834.00)       | .00             | .00                        | .00              | .00              | .00                       | +++           |              |
| 681.146                                     | Fire Stat II Loan Interest                | 48,525.00       | (48,525.00)       | .00             | .00                        | .00              | .00              | .00                       | +++           |              |
| Department 21 - Debt Service Totals         |                                           | \$170,705.00    | (\$131,359.00)    | \$39,346.00     | \$0.00                     | \$0.00           | \$39,347.02      | (\$1.02)                  | 100%          | \$39,34      |
| Department 22 - Other Financing Uses        |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| 750.134                                     | Transfer to Storm Water                   | 309,418.00      | .00               | 309,418.00      | .00                        | .00              | 309,418.00       | .00                       | 100           |              |
| 750.140                                     | Transfer to Capital Projects Reserve Fund | 892,272.00      | .00               | 892,272.00      | .00                        | .00              | 892,272.00       | .00                       | 100           |              |
| 750.141                                     | Transfer to Water Utility                 | 471,400.00      | .00               | 471,400.00      | .00                        | .00              | 471,400.00       | .00                       | 100           |              |
| 750.142                                     | Transfer to Wastewater                    | 11,553.00       | .00               | 11,553.00       | .00                        | .00              | 11,553.00        | .00                       | 100           |              |
| Department 22 - Other Financing Uses Totals |                                           | \$1,684,643.00  | \$0.00            | \$1,684,643.00  | \$0.00                     | \$0.00           | \$1,684,643.00   | \$0.00                    | 100%          | \$           |
| EXPENSE TOTALS                              |                                           | \$12,166,663.00 | (\$37,612.00)     | \$12,129,051.00 | \$832,652.49               | \$211,299.20     | \$7,093,105.21   | \$4,824,646.59            | 60%           | \$5,182,89   |
| Fund 0010 - General Fund Totals             |                                           |                 |                   |                 |                            |                  |                  |                           |               |              |
| REVENUE TOTALS                              |                                           | 12,166,663.00   | .00               | 12,166,663.00   | 2,027,240.53               | .00              | 3,896,046.87     | 8,270,616.13              | 32%           | 3,387,61     |
| EXPENSE TOTALS                              |                                           | 12,166,663.00   | (37,612.00)       | 12,129,051.00   | 832,652.49                 | 211,299.20       | 7,093,105.21     | 4,824,646.59              | 60%           | 5,182,89     |
| Fund 0010 - General Fund Totals             |                                           | \$0.00          | \$37,612.00       | \$37,612.00     | \$1,194,588.04             | (\$211,299.20)   | (\$3,197,058.34) | \$3,445,969.54            |               | (\$1,795,284 |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly





# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Accounts

| Account                                          | Account Description                 | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|--------------------------------------------------|-------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0011 - Debt Service                         |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 311.002                                          | Property Taxes -Debt Mill           | 145,000.00     | .00               | 145,000.00     | 64,574.24                  | .00              | 85,377.53        | 59,622.47                 | 59            | 74,630     |
| Department 00 - Revenue Totals                   |                                     | \$145,000.00   | \$0.00            | \$145,000.00   | \$64,574.24                | \$0.00           | \$85,377.53      | \$59,622.47               | 59%           | \$74,630   |
| REVENUE TOTALS                                   |                                     | \$145,000.00   | \$0.00            | \$145,000.00   | \$64,574.24                | \$0.00           | \$85,377.53      | \$59,622.47               | 59%           | \$74,630   |
| EXPENSE                                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 21 - Debt Service                     |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 681.130                                          | GO Bond Principal                   | .00            | 82,835.00         | 82,835.00      | .00                        | .00              | .00              | 82,835.00                 | 0             |            |
| 681.140                                          | GO Bond Interest                    | .00            | 48,525.00         | 48,525.00      | .00                        | .00              | .00              | 48,525.00                 | 0             |            |
| 750.124                                          | Transfers to General Fund           | 145,000.00     | (145,000.00)      | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| Department 21 - Debt Service Totals              |                                     | \$145,000.00   | (\$13,640.00)     | \$131,360.00   | \$0.00                     | \$0.00           | \$0.00           | \$131,360.00              | 0%            | \$0        |
| EXPENSE TOTALS                                   |                                     | \$145,000.00   | (\$13,640.00)     | \$131,360.00   | \$0.00                     | \$0.00           | \$0.00           | \$131,360.00              | 0%            | \$0        |
| Fund 0011 - Debt Service Totals                  |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                   |                                     | 145,000.00     | .00               | 145,000.00     | 64,574.24                  | .00              | 85,377.53        | 59,622.47                 | 59%           | 74,630     |
| EXPENSE TOTALS                                   |                                     | 145,000.00     | (13,640.00)       | 131,360.00     | .00                        | .00              | .00              | 131,360.00                | 0%            |            |
| Fund 0011 - Debt Service Totals                  |                                     | \$0.00         | \$13,640.00       | \$13,640.00    | \$64,574.24                | \$0.00           | \$85,377.53      | (\$71,737.53)             |               | \$74,630   |
| Fund 0012 - Capital Projects Reserve Fund        |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 392.004                                          | From General Fund                   | 892,272.00     | .00               | 892,272.00     | .00                        | .00              | 892,272.00       | .00                       | 100           |            |
| 392.015                                          | Transfer from Capital Projects Fund | 419,478.00     | .00               | 419,478.00     | .00                        | .00              | .00              | 419,478.00                | 0             |            |
| 393.003                                          | GO Bond Proceeds                    | .00            | .00               | .00            | .00                        | .00              | 704,567.33       | (704,567.33)              | +++           |            |
| Department 00 - Revenue Totals                   |                                     | \$1,311,750.00 | \$0.00            | \$1,311,750.00 | \$0.00                     | \$0.00           | \$1,596,839.33   | (\$285,089.33)            | 122%          | \$0        |
| REVENUE TOTALS                                   |                                     | \$1,311,750.00 | \$0.00            | \$1,311,750.00 | \$0.00                     | \$0.00           | \$1,596,839.33   | (\$285,089.33)            | 122%          | \$0        |
| EXPENSE                                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 26 - Special Projects                 |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 900.903                                          | Sidewalk Program                    | 100,000.00     | .00               | 100,000.00     | .00                        | .00              | .00              | 100,000.00                | 0             |            |
| 900.904                                          | Street Re-Surfacing Program         | 87,000.00      | (87,000.00)       | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| 900.3000                                         | Buildings & Improvements            | 262,000.00     | (51,400.00)       | 210,600.00     | .00                        | (5,650.00)       | 20,758.52        | 195,491.48                | 7             | 6,170      |
| 900.3950                                         | Computer Software                   | 20,000.00      | .00               | 20,000.00      | .00                        | .00              | 2,925.00         | 17,075.00                 | 15            | 8,770      |
| 900.4100                                         | Vehicles                            | 91,250.00      | .00               | 91,250.00      | 2,817.34                   | 5,170.00         | 40,709.18        | 45,370.82                 | 50            |            |
| 900.4200                                         | Heavy Equipment                     | 550,000.00     | .00               | 550,000.00     | .00                        | .00              | .00              | 550,000.00                | 0             |            |
| 900.4300                                         | Other Equipment                     | 201,500.00     | 1,293.00          | 202,793.00     | .00                        | 24,814.39        | 24,383.18        | 153,595.43                | 24            | 11,500     |
| 900.6000                                         | Other Improvements                  | .00            | 43,360.00         | 43,360.00      | .00                        | .00              | .00              | 43,360.00                 | 0             | 15,760     |
| Department 26 - Special Projects Totals          |                                     | \$1,311,750.00 | (\$93,747.00)     | \$1,218,003.00 | \$2,817.34                 | \$24,334.39      | \$88,775.88      | \$1,104,892.73            | 9%            | \$42,210   |
| EXPENSE TOTALS                                   |                                     | \$1,311,750.00 | (\$93,747.00)     | \$1,218,003.00 | \$2,817.34                 | \$24,334.39      | \$88,775.88      | \$1,104,892.73            | 9%            | \$42,210   |
| Fund 0012 - Capital Projects Reserve Fund Totals |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                   |                                     | 1,311,750.00   | .00               | 1,311,750.00   | .00                        | .00              | 1,596,839.33     | (285,089.33)              | 122%          |            |



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                           | Account Description                 | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|---------------------------------------------------|-------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| EXPENSE TOTALS                                    |                                     | 1,311,750.00   | (93,747.00)       | 1,218,003.00   | 2,817.34                   | 24,334.39        | 88,775.88        | 1,104,892.73              | 9%            | 42,211     |
| Fund 0012 - Capital Projects Reserve Fund Totals  |                                     | \$0.00         | \$93,747.00       | \$93,747.00    | (\$2,817.34)               | (\$24,334.39)    | \$1,508,063.45   | (\$1,389,982.06)          |               | (\$42,215) |
| Fund 0013 - TIF District                          |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 302.006                                           | TIF Proceeds                        | .00            | .00               | .00            | .00                        | .00              | (14,828.21)      | 14,828.21                 | +++           |            |
| REVENUE TOTALS                                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | (\$14,828.21)    | \$14,828.21               | +++           | \$0        |
| Fund 0013 - TIF District Totals                   |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                    |                                     | .00            | .00               | .00            | .00                        | .00              | (14,828.21)      | 14,828.21                 | +++           |            |
| EXPENSE TOTALS                                    |                                     | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| Fund 0013 - TIF District Totals                   |                                     | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | (\$14,828.21)    | \$14,828.21               |               | \$0        |
| Fund 0014 - American Rescue Plan Act (ARP)        |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 306.001                                           | Investment Earnings                 | .00            | .00               | .00            | 268.96                     | .00              | 716.53           | (716.53)                  | +++           |            |
| 331.011                                           | American Rescue Plan (ARP) Proceeds | .00            | .00               | .00            | .00                        | .00              | 2,176,075.95     | (2,176,075.95)            | +++           |            |
| Department 00 - Revenue Totals                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$268.96                   | \$0.00           | \$2,176,792.48   | (\$2,176,792.48)          | +++           | \$0        |
| REVENUE TOTALS                                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$268.96                   | \$0.00           | \$2,176,792.48   | (\$2,176,792.48)          | +++           | \$0        |
| Fund 0014 - American Rescue Plan Act (ARP) Totals |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                    |                                     | .00            | .00               | .00            | 268.96                     | .00              | 2,176,792.48     | (2,176,792.48)            | +++           |            |
| EXPENSE TOTALS                                    |                                     | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| Fund 0014 - American Rescue Plan Act (ARP) Totals |                                     | \$0.00         | \$0.00            | \$0.00         | \$268.96                   | \$0.00           | \$2,176,792.48   | (\$2,176,792.48)          |               | \$0        |
| Fund 0015 - Agency Fund                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 361.001                                           | Investment Earnings                 | .00            | .00               | .00            | 4.34                       | .00              | 23.40            | (23.40)                   | +++           | \$5        |
| Department 00 - Revenue Totals                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$4.34                     | \$0.00           | \$23.40          | (\$23.40)                 | +++           | \$5        |
| REVENUE TOTALS                                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$4.34                     | \$0.00           | \$23.40          | (\$23.40)                 | +++           | \$5        |
| Fund 0015 - Agency Fund Totals                    |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                    |                                     | .00            | .00               | .00            | 4.34                       | .00              | 23.40            | (23.40)                   | +++           | \$5        |
| EXPENSE TOTALS                                    |                                     | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| Fund 0015 - Agency Fund Totals                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$4.34                     | \$0.00           | \$23.40          | (\$23.40)                 |               | \$5        |
| Fund 0017 - Federal Grants                        |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                           |                                     |                |                   |                |                            |                  |                  |                           |               |            |
| 331.000                                           | Federal Grants                      | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | (1,010)    |
| Department 00 - Revenue Totals                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$0.00           | \$0.00                    | +++           | (\$1,010)  |
| REVENUE TOTALS                                    |                                     | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$0.00           | \$0.00                    | +++           | (\$1,010)  |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                       | Account Description     | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-----------------------------------------------|-------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0017 - Federal Grants                    |                         |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| Department 69 - Federal Grants                |                         |                |                   |                |                            |                  |                  |                           |               |            |
| 500.101                                       | Supplies and Materials  | .00            | .00               | .00            | .00                        | .00              | 727.39           | (727.39)                  | +++           |            |
| Department 69 - Federal Grants Totals         |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$727.39         | (\$727.39)                | +++           | \$0.00     |
| EXPENSE TOTALS                                |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$727.39         | (\$727.39)                | +++           | \$0.00     |
| Fund 0017 - Federal Grants Totals             |                         |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                |                         | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | (1,010)    |
| EXPENSE TOTALS                                |                         | .00            | .00               | .00            | .00                        | .00              | 727.39           | (727.39)                  | +++           |            |
| Fund 0017 - Federal Grants Totals             |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | (\$727.39)       | \$727.39                  |               | (\$1,010)  |
| Fund 0018 - State and Local Grants            |                         |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| 331.069                                       | Match Revenue           | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 75%        |
| 331.070                                       | Hazard Mitigation Grant | .00            | .00               | .00            | .00                        | .00              | 19,933.77        | (19,933.77)               | +++           | 29,63%     |
| 332.000                                       | State Grants            | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 7,11%      |
| 332.008                                       | Other Local Grants      | .00            | .00               | .00            | .00                        | .00              | 1,652.23         | (1,652.23)                | +++           | 3,16%      |
| Department 00 - Revenue Totals                |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$21,586.00      | (\$21,586.00)             | +++           | \$40,68%   |
| REVENUE TOTALS                                |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$21,586.00      | (\$21,586.00)             | +++           | \$40,68%   |
| EXPENSE                                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| Department 70 - State and Local Grants        |                         |                |                   |                |                            |                  |                  |                           |               |            |
| 500.101                                       | Supplies and Materials  | .00            | .00               | .00            | .00                        | .00              | 1,800.83         | (1,800.83)                | +++           | 4,25%      |
| 685.187                                       | Special Projects        | .00            | .00               | .00            | .00                        | .00              | 19,933.77        | (19,933.77)               | +++           | 54,15%     |
| Department 70 - State and Local Grants Totals |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$21,734.60      | (\$21,734.60)             | +++           | \$58,41%   |
| EXPENSE TOTALS                                |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | \$21,734.60      | (\$21,734.60)             | +++           | \$58,41%   |
| Fund 0018 - State and Local Grants Totals     |                         |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                                |                         | .00            | .00               | .00            | .00                        | .00              | 21,586.00        | (21,586.00)               | +++           | 40,68%     |
| EXPENSE TOTALS                                |                         | .00            | .00               | .00            | .00                        | .00              | 21,734.60        | (21,734.60)               | +++           | 58,41%     |
| Fund 0018 - State and Local Grants Totals     |                         | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | (\$148.60)       | \$148.60                  |               | (\$17,729) |
| Fund 0020 - State Accommodations Tax          |                         |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| 318.001                                       | Accommodations Tax      | 100,000.00     | .00               | 100,000.00     | .00                        | .00              | 54,549.00        | 45,451.00                 | 55            | 33,48%     |
| 361.001                                       | Investment Earnings     | 250.00         | .00               | 250.00         | .00                        | .00              | 87.98            | 162.02                    | 35            | 15%        |
| Department 00 - Revenue Totals                |                         | \$100,250.00   | \$0.00            | \$100,250.00   | \$0.00                     | \$0.00           | \$54,636.98      | \$45,613.02               | 55%           | \$33,64%   |
| REVENUE TOTALS                                |                         | \$100,250.00   | \$0.00            | \$100,250.00   | \$0.00                     | \$0.00           | \$54,636.98      | \$45,613.02               | 55%           | \$33,64%   |
| EXPENSE                                       |                         |                |                   |                |                            |                  |                  |                           |               |            |
| Department 33 - State Accommodations Tax      |                         |                |                   |                |                            |                  |                  |                           |               |            |
| 620.114                                       | Advertising             | 250.00         | .00               | 250.00         | .00                        | .00              | 74.00            | 176.00                    | 30            |            |



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Accounts

| Account                                         | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year   |
|-------------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|--------------|
| Fund 0020 - State Accommodations Tax            |                            |                |                   |                |                            |                  |                  |                           |               |              |
| EXPENSE                                         |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Department 33 - State Accommodations Tax        |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 683.173                                         | Tourism Related            | 50,000.00      | .00               | 50,000.00      | 2,250.00                   | .00              | 43,975.46        | 6,024.54                  | 88            | 2,299.00     |
| 683.174                                         | Tourism Advertise/Promote  | 25,000.00      | .00               | 25,000.00      | 8,544.61                   | .00              | 17,409.31        | 7,590.69                  | 70            | 13,320.00    |
| 750.124                                         | Transfers to General Fund  | 25,000.00      | .00               | 25,000.00      | .00                        | .00              | 26,447.45        | (1,447.45)                | 106           | 25,420.00    |
| Department 33 - State Accommodations Tax Totals |                            | \$100,250.00   | \$0.00            | \$100,250.00   | \$10,794.61                | \$0.00           | \$87,906.22      | \$12,343.78               | 88%           | \$41,040.00  |
| EXPENSE TOTALS                                  |                            | \$100,250.00   | \$0.00            | \$100,250.00   | \$10,794.61                | \$0.00           | \$87,906.22      | \$12,343.78               | 88%           | \$41,040.00  |
| Fund 0020 - State Accommodations Tax Totals     |                            |                |                   |                |                            |                  |                  |                           |               |              |
| REVENUE TOTALS                                  |                            | 100,250.00     | .00               | 100,250.00     | .00                        | .00              | 54,636.98        | 45,613.02                 | 55%           | 33,640.00    |
| EXPENSE TOTALS                                  |                            | 100,250.00     | .00               | 100,250.00     | 10,794.61                  | .00              | 87,906.22        | 12,343.78                 | 88%           | 41,040.00    |
| Fund 0020 - State Accommodations Tax Totals     |                            | \$0.00         | \$0.00            | \$0.00         | (\$10,794.61)              | \$0.00           | (\$33,269.24)    | \$33,269.24               |               | (\$7,402.00) |
| Fund 0022 - Local Hospitality/ATax              |                            |                |                   |                |                            |                  |                  |                           |               |              |
| REVENUE                                         |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Department 00 - Revenue                         |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 324.001                                         | Hospitality Fee            | 725,000.00     | .00               | 725,000.00     | 113,896.21                 | .00              | 473,860.74       | 251,139.26                | 65            | 440,430.00   |
| 324.002                                         | Accommodation Fees         | 160,000.00     | .00               | 160,000.00     | .00                        | .00              | 81,002.69        | 78,997.31                 | 51            | 101,940.00   |
| 332.015                                         | DBA State Grant            | 30,000.00      | .00               | 30,000.00      | .00                        | .00              | 43,332.00        | (13,332.00)               | 144           | 39,900.00    |
| 335.004                                         | Fema Recovery              | .00            | .00               | .00            | .00                        | .00              | 1,278.67         | (1,278.67)                | +++           |              |
| 361.001                                         | Investment Earnings        | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | 986.10           | 2,013.90                  | 33            | 1,890.00     |
| 369.002                                         | Miscellaneous Revenue      | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             | 1,000.00     |
| 394.002                                         | Transfer from fund balance | 9,009.00       | .00               | 9,009.00       | .00                        | .00              | .00              | 9,009.00                  | 0             |              |
| Department 00 - Revenue Totals                  |                            | \$928,509.00   | \$0.00            | \$928,509.00   | \$113,896.21               | \$0.00           | \$600,460.20     | \$328,048.80              | 65%           | \$585,170.00 |
| REVENUE TOTALS                                  |                            | \$928,509.00   | \$0.00            | \$928,509.00   | \$113,896.21               | \$0.00           | \$600,460.20     | \$328,048.80              | 65%           | \$585,170.00 |
| EXPENSE                                         |                            |                |                   |                |                            |                  |                  |                           |               |              |
| Department 08 - Winyah Auditorium               |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 650.127                                         | Electricity                | 8,640.00       | .00               | 8,640.00       | 299.26                     | .00              | 5,762.38         | 2,877.62                  | 67            | 4,950.00     |
| Department 08 - Winyah Auditorium Totals        |                            | \$8,640.00     | \$0.00            | \$8,640.00     | \$299.26                   | \$0.00           | \$5,762.38       | \$2,877.62                | 67%           | \$4,950.00   |
| Department 23 - Old Hospitality Fees            |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 685.182                                         | Other Operating Expenses   | .00            | .00               | .00            | 184.44                     | .00              | 184.44           | (184.44)                  | +++           | 160.00       |
| 750.124                                         | Transfers to General Fund  | 125,000.00     | .00               | 125,000.00     | 10,416.67                  | .00              | 72,916.69        | 52,083.31                 | 58            | 72,910.00    |
| 900.905                                         | Park Improvements          | .00            | .00               | .00            | .00                        | .00              | 1,779.21         | (1,779.21)                | +++           |              |
| Department 23 - Old Hospitality Fees Totals     |                            | \$125,000.00   | \$0.00            | \$125,000.00   | \$10,601.11                | \$0.00           | \$74,880.34      | \$50,119.66               | 60%           | \$73,080.00  |
| Department 24 - New Hospitality Fees            |                            |                |                   |                |                            |                  |                  |                           |               |              |
| 400.101                                         | Regular Pay                | 39,539.00      | .00               | 39,539.00      | 3,011.39                   | .00              | 22,854.98        | 16,684.02                 | 58            | 20,670.00    |
| 405.114                                         | FICA                       | 3,025.00       | .00               | 3,025.00       | 220.42                     | .00              | 1,673.97         | 1,351.03                  | 55            | 1,500.00     |
| 406.116                                         | Retirement                 | 7,607.00       | .00               | 7,607.00       | 564.33                     | .00              | 4,133.47         | 3,473.53                  | 54            | 3,730.00     |
| 410.001                                         | Health Claims Cost         | 3,514.00       | .00               | 3,514.00       | 290.50                     | .00              | 2,033.50         | 1,480.50                  | 58            | 2,030.00     |
| 620.1141                                        | Advertising- Other         | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 70.00        |
| 660.105                                         | COVID-19 Pandemic Expense  | .00            | .00               | .00            | .00                        | .00              | 5,096.55         | (5,096.55)                | +++           |              |



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                     | Account Description                    | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|---------------------------------------------|----------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0022 - Local Hospitality/ATax          |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                     |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| Department 24 - New Hospitality Fees        |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| 683.174                                     | Tourism Advertise/Promote              | 154,000.00     | .00               | 154,000.00     | 10,083.62                  | .00              | 29,434.85        | 124,565.15                | 19            | 16,751     |
| 685.182                                     | Other Operating Expenses               | 11,100.00      | .00               | 11,100.00      | 865.54                     | 2,998.80         | 13,220.63        | (5,119.43)                | 146           | 7,871      |
| 685.187                                     | Special Projects                       | .00            | 95,000.00         | 95,000.00      | 942.56                     | (7,900.00)       | 73,700.88        | 29,199.12                 | 69            | 3,501      |
| 685.1871                                    | Way-finding project                    | 50,000.00      | .00               | 50,000.00      | 2,395.38                   | (12,005.00)      | 14,709.62        | 47,295.38                 | 5             | 3,141      |
| 686.195                                     | Repair/Maint Svc Contract              | 11,800.00      | .00               | 11,800.00      | 1,352.80                   | 3,800.00         | 8,002.80         | (2.80)                    | 100           | 6,141      |
| 687.204                                     | Janitorial Services                    | 32,900.00      | .00               | 32,900.00      | .00                        | .00              | 22,722.45        | 10,177.55                 | 69            | 18,661     |
| 900.905                                     | Park Improvements                      | 80,000.00      | .00               | 80,000.00      | .00                        | .00              | .00              | 80,000.00                 | 0             |            |
| 900.1000                                    | Infrastructure Improvemts              | 10,000.00      | (10,000.00)       | .00            | .00                        | .00              | .00              | .00                       | +++           |            |
| 900.6000                                    | Other Improvements                     | 170,860.00     | (85,000.00)       | 85,860.00      | 856.80                     | (8,001.00)       | 76,284.60        | 17,576.40                 | 80            |            |
| Department 24 - New Hospitality Fees Totals |                                        | \$574,345.00   | \$0.00            | \$574,345.00   | \$20,583.34                | (\$21,107.20)    | \$273,868.30     | \$321,583.90              | 44%           | \$84,111   |
| Department 29 - Kaminski House              |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| 600.110                                     | SCMIRF Property/Liab Ins               | 21,747.00      | .00               | 21,747.00      | 9,859.98                   | .00              | 19,745.25        | 2,001.75                  | 91            |            |
| 650.127                                     | Electricity                            | 2,288.00       | .00               | 2,288.00       | 197.59                     | .00              | 1,439.62         | 848.38                    | 63            | 1,321      |
| 650.133                                     | Stormwater                             | 1,401.00       | .00               | 1,401.00       | 113.40                     | .00              | 793.80           | 607.20                    | 57            | 791        |
| 650.1271                                    | Electricity- Sales Tax                 | 88.00          | .00               | 88.00          | 8.21                       | .00              | 57.36            | 30.64                     | 65            | 51         |
| 687.203                                     | Contract Services                      | 195,000.00     | .00               | 195,000.00     | .00                        | .00              | 123,750.00       | 71,250.00                 | 63            | 132,501    |
| Department 29 - Kaminski House Totals       |                                        | \$220,524.00   | \$0.00            | \$220,524.00   | \$10,179.18                | \$0.00           | \$145,786.03     | \$74,737.97               | 66%           | \$134,671  |
| EXPENSE TOTALS                              |                                        | \$928,509.00   | \$0.00            | \$928,509.00   | \$41,662.89                | (\$21,107.20)    | \$500,297.05     | \$449,319.15              | 52%           | \$296,821  |
| Fund 0022 - Local Hospitality/ATax Totals   |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE TOTALS                              |                                        | 928,509.00     | .00               | 928,509.00     | 113,896.21                 | .00              | 600,460.20       | 328,048.80                | 65%           | 585,171    |
| EXPENSE TOTALS                              |                                        | 928,509.00     | .00               | 928,509.00     | 41,662.89                  | (21,107.20)      | 500,297.05       | 449,319.15                | 52%           | 296,821    |
| Fund 0022 - Local Hospitality/ATax Totals   |                                        | \$0.00         | \$0.00            | \$0.00         | \$72,233.32                | \$21,107.20      | \$100,163.15     | (\$121,270.35)            |               | \$288,341  |
| Fund 0030 - Electric Utility Fund           |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| REVENUE                                     |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| Department 00 - Revenue                     |                                        |                |                   |                |                            |                  |                  |                           |               |            |
| 301.000                                     | Sale Of Utilities                      | 11,708,067.00  | .00               | 11,708,067.00  | 910,261.87                 | .00              | 5,681,491.47     | 6,026,575.53              | 49            | 6,627,471  |
| 301.001                                     | Revenue from Energy Efficiency Program | 55,000.00      | .00               | 55,000.00      | 2,590.25                   | .00              | 21,437.74        | 33,562.26                 | 39            | 40,021     |
| 301.002                                     | New Turn Ons                           | 4,250.00       | .00               | 4,250.00       | 300.00                     | .00              | 2,240.00         | 2,010.00                  | 53            | 2,511      |
| 301.004                                     | Security Lights                        | 270,000.00     | .00               | 270,000.00     | 24,379.00                  | .00              | 168,715.00       | 101,285.00                | 62            | 160,991    |
| 301.012                                     | Restores                               | 69,500.00      | .00               | 69,500.00      | 6,780.00                   | .00              | 42,807.32        | 26,692.68                 | 62            | 51,661     |
| 302.001                                     | Penalties                              | 120,750.00     | .00               | 120,750.00     | 11,619.30                  | .00              | 66,994.02        | 53,755.98                 | 55            | 87,951     |
| 302.002                                     | Pole Rental                            | 218,000.00     | .00               | 218,000.00     | 575.75                     | .00              | 195,671.75       | 22,328.25                 | 90            | 236,181    |
| 302.003                                     | Fiber Rental                           | 25,000.00      | .00               | 25,000.00      | 2,000.00                   | .00              | 12,000.00        | 13,000.00                 | 48            | 12,001     |
| 302.005                                     | Santee Cooper Settlement               | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 1,145,641  |
| 306.001                                     | Investment Earnings                    | 10,000.00      | .00               | 10,000.00      | 523.86                     | .00              | 2,911.41         | 7,088.59                  | 29            | 6,421      |
| 307.002                                     | Sale Of Scrap                          | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 331.000                                     | Federal Grants                         | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 711        |





# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                           | Account Description              | Adopted Budget  | Budget Amendments | Amended Budget  | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|-----------------------------------|----------------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0030 - Electric Utility Fund |                                  |                 |                   |                 |                            |                  |                  |                           |               |             |
| REVENUE                           |                                  |                 |                   |                 |                            |                  |                  |                           |               |             |
| Department 00 - Revenue           |                                  |                 |                   |                 |                            |                  |                  |                           |               |             |
| 335.004                           | Fema Recovery                    | .00             | .00               | .00             | .00                        | .00              | 20,120.03        | (20,120.03)               | +++           | 2,420       |
| 369.002                           | Miscellaneous Revenue            | 1,000.00        | .00               | 1,000.00        | 2,765.20                   | .00              | 2,865.20         | (1,865.20)                | 287           | 300         |
| 369.003                           | Insurance Proceeds               | 1,000.00        | .00               | 1,000.00        | .00                        | .00              | .00              | 1,000.00                  | 0             |             |
| 391.001                           | Sale of Assets                   | .00             | .00               | .00             | .00                        | .00              | .00              | .00                       | +++           | 19,190      |
| Department 00 - Revenue Totals    |                                  | \$12,483,067.00 | \$0.00            | \$12,483,067.00 | \$961,795.23               | \$0.00           | \$6,217,253.94   | \$6,265,813.06            | 50%           | \$8,393,510 |
| REVENUE TOTALS                    |                                  | \$12,483,067.00 | \$0.00            | \$12,483,067.00 | \$961,795.23               | \$0.00           | \$6,217,253.94   | \$6,265,813.06            | 50%           | \$8,393,510 |
| EXPENSE                           |                                  |                 |                   |                 |                            |                  |                  |                           |               |             |
| Department 19 - Electric          |                                  |                 |                   |                 |                            |                  |                  |                           |               |             |
| 400.101                           | Regular Pay                      | 815,754.00      | .00               | 815,754.00      | 87,004.26                  | .00              | 472,145.44       | 343,608.56                | 58            | 425,520     |
| 401.103                           | Overtime                         | 10,000.00       | .00               | 10,000.00       | 1,894.20                   | .00              | 9,258.04         | 741.96                    | 93            | 6,280       |
| 401.105                           | On-call pay                      | 10,400.00       | .00               | 10,400.00       | 800.00                     | .00              | 6,000.00         | 4,400.00                  | 58            | 6,000       |
| 401.106                           | Contract Labor                   | 590,000.00      | .00               | 590,000.00      | 16,965.00                  | 312,112.45       | 257,559.85       | 20,327.70                 | 97            | 230,360     |
| 401.107                           | Labor Billed                     | .00             | .00               | .00             | (192.06)                   | .00              | (1,831.66)       | 1,831.66                  | +++           | (3,111)     |
| 405.114                           | FICA                             | 63,940.00       | .00               | 63,940.00       | 6,653.89                   | .00              | 35,686.50        | 28,253.50                 | 56            | 31,950      |
| 406.116                           | Retirement                       | 136,690.00      | .00               | 136,690.00      | 11,389.62                  | .00              | 72,218.75        | 64,471.25                 | 53            | 66,920      |
| 408.125                           | SCMIT Worker's Comp Ins.         | 49,807.00       | .00               | 49,807.00       | 17,413.98                  | 16,901.33        | 56,313.20        | (23,407.53)               | 147           | 56,790      |
| 410.001                           | Health Claims Cost               | 96,862.00       | .00               | 96,862.00       | 9,410.24                   | .00              | 60,155.40        | 36,706.60                 | 62            | 56,480      |
| 410.002                           | Health Claim Costs-Retire        | 28,488.00       | .00               | 28,488.00       | 1,559.93                   | .00              | 15,030.39        | 13,457.61                 | 53            | 17,830      |
| 410.003                           | OPEB cost                        | 15,000.00       | .00               | 15,000.00       | .00                        | .00              | .00              | 15,000.00                 | 0             |             |
| 500.101                           | Supplies and Materials           | 13,300.00       | .00               | 13,300.00       | 510.84                     | .00              | 7,641.57         | 5,658.43                  | 57            | 18,850      |
| 500.102                           | Equipment                        | 11,000.00       | .00               | 11,000.00       | 6,303.60                   | .00              | 8,429.45         | 2,570.55                  | 77            | 1,310       |
| 500.103                           | Furniture                        | 800.00          | .00               | 800.00          | .00                        | .00              | .00              | 800.00                    | 0             |             |
| 500.105                           | Printing and Binding             | 600.00          | .00               | 600.00          | .00                        | .00              | .00              | 600.00                    | 0             |             |
| 501.101                           | Uniforms and Clothing            | 15,900.00       | .00               | 15,900.00       | 2,602.84                   | .00              | 8,676.65         | 7,223.35                  | 55            | 5,590       |
| 514.114                           | Wire Expense                     | 35,000.00       | .00               | 35,000.00       | 578.50                     | .00              | 7,420.05         | 27,579.95                 | 21            | 30,490      |
| 514.115                           | Christmas Decorations            | 19,800.00       | .00               | 19,800.00       | 293.80                     | .00              | 12,702.05        | 7,097.95                  | 64            | 32,360      |
| 514.116                           | Pole Line Hardware               | 11,000.00       | .00               | 11,000.00       | 942.36                     | .00              | 10,610.43        | 389.57                    | 96            | 7,930       |
| 514.117                           | Poles & Crossarms                | 7,000.00        | .00               | 7,000.00        | 414.54                     | .00              | 7,928.76         | (928.76)                  | 113           | 4,010       |
| 514.118                           | Fuel for Peak Shaving Generation | 85,000.00       | .00               | 85,000.00       | 2,036.85                   | .00              | 57,245.53        | 27,754.47                 | 67            | 39,540      |
| 515.121                           | Safety Supplies                  | 300.00          | .00               | 300.00          | .00                        | .00              | 300.00           | .00                       | 100           | 300         |
| 515.123                           | Special Dept Supplies            | 16,000.00       | .00               | 16,000.00       | .00                        | .00              | 4,667.60         | 11,332.40                 | 29            | 14,700      |
| 521.128                           | Meter Supplies                   | 40,000.00       | .00               | 40,000.00       | 8,034.24                   | .00              | 9,456.69         | 30,543.31                 | 24            | 2,870       |
| 523.133                           | Street Light Supplies            | 3,000.00        | .00               | 3,000.00        | 1,959.29                   | .00              | 3,092.42         | (92.42)                   | 103           | 2,060       |
| 531.143                           | Security Lights                  | 30,000.00       | .00               | 30,000.00       | 2,188.35                   | .00              | 28,552.82        | 1,447.18                  | 95            | 35,140      |
| 531.145                           | Transformer Supplies             | 28,000.00       | .00               | 28,000.00       | 1,663.00                   | .00              | 9,452.22         | 18,547.78                 | 34            | 24,850      |
| 540.150                           | Power Purchases                  | 7,500,000.00    | .00               | 7,500,000.00    | 44,259.05                  | .00              | 3,571,872.30     | 3,928,127.70              | 48            | 4,224,610   |
| 540.153                           | Energy Efficiency Program        | 60,000.00       | .00               | 60,000.00       | .00                        | .00              | 20,356.11        | 39,643.89                 | 34            | 37,180      |
| 600.110                           | SCMIRF Property/Liab Ins         | 94,269.00       | .00               | 94,269.00       | 42,739.98                  | .00              | 85,589.61        | 8,679.39                  | 91            | 326,150     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                           | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-----------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0030 - Electric Utility Fund |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                           |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 19 - Electric          |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 610.111                           | Communications- Landline                        | 5,000.00       | .00               | 5,000.00       | 418.26                     | .00              | 3,178.75         | 1,821.25                  | 64            | 3,241      |
| 610.112                           | Postage                                         | 5,000.00       | .00               | 5,000.00       | 426.29                     | .00              | 3,379.05         | 1,620.95                  | 68            | 3,230      |
| 610.1110                          | Communications- Wireless                        | 7,000.00       | .00               | 7,000.00       | 664.93                     | .00              | 4,436.64         | 2,563.36                  | 63            | 4,261      |
| 620.114                           | Advertising                                     | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             | 71         |
| 640.124                           | Travel Expense                                  | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | 328.00           | 5,672.00                  | 5             | 791        |
| 650.127                           | Electricity                                     | 22,190.00      | .00               | 22,190.00      | 2,669.73                   | .00              | 13,341.69        | 8,848.31                  | 60            | 11,191     |
| 650.128                           | Water                                           | 1,575.00       | .00               | 1,575.00       | 130.35                     | .00              | 976.78           | 598.22                    | 62            | 891        |
| 650.129                           | Wastewater                                      | 2,184.00       | .00               | 2,184.00       | 167.50                     | .00              | 1,263.32         | 920.68                    | 58            | 1,241      |
| 650.130                           | Sanitation                                      | 2,084.00       | .00               | 2,084.00       | 168.66                     | .00              | 1,180.62         | 903.38                    | 57            | 1,181      |
| 650.133                           | Stormwater                                      | 1,520.00       | .00               | 1,520.00       | 123.02                     | .00              | 861.14           | 658.86                    | 57            | 861        |
| 650.134                           | Security Lights                                 | 10,493.00      | .00               | 10,493.00      | 849.00                     | .00              | 5,943.00         | 4,550.00                  | 57            | 5,941      |
| 650.1271                          | Electricity- Sales Tax                          | 2,765.00       | .00               | 2,765.00       | 57.68                      | .00              | 332.94           | 2,432.06                  | 12            | 331        |
| 660.105                           | COVID-19 Pandemic Expense                       | 500.00         | .00               | 500.00         | .00                        | .00              | 616.28           | (116.28)                  | 123           | 141        |
| 660.133                           | Repairs & Maint. Services                       | 8,000.00       | .00               | 8,000.00       | .00                        | .00              | 2,087.15         | 5,912.85                  | 26            | 2,681      |
| 660.139                           | Fleet Services-RTA Mtce Allocation              | 15,087.00      | .00               | 15,087.00      | 750.53                     | .00              | 6,115.71         | 8,971.29                  | 41            | 8,731      |
| 660.140                           | Hydraulic Repair                                | 12,000.00      | .00               | 12,000.00      | .00                        | .00              | 1,084.60         | 10,915.40                 | 9             | 1,761      |
| 660.145                           | Gasoline & Oil                                  | 22,868.00      | .00               | 22,868.00      | 1,971.22                   | .00              | 10,515.79        | 12,352.21                 | 46            | 8,691      |
| 660.1391                          | Fleet Services -Departmental Expense Allocation | 16,940.00      | .00               | 16,940.00      | 1,848.71                   | .00              | 13,724.69        | 3,215.31                  | 81            | 10,411     |
| 660.1392                          | Fleet Svcs- Outside Vends                       | 2,866.00       | .00               | 2,866.00       | 1,322.88                   | .00              | 1,322.88         | 1,543.12                  | 46            | 4,961      |
| 662.140                           | Building Repairs                                | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | .00              | 2,000.00                  | 0             |            |
| 662.141                           | Department Repairs                              | 13,500.00      | .00               | 13,500.00      | .00                        | .00              | 3,728.50         | 9,771.50                  | 28            | 2,201      |
| 663.145                           | Sub-Station Maintenance                         | 9,000.00       | .00               | 9,000.00       | .00                        | .00              | .00              | 9,000.00                  | 0             | 1,421      |
| 663.146                           | Transformers Repairs                            | 4,500.00       | .00               | 4,500.00       | .00                        | .00              | .00              | 4,500.00                  | 0             |            |
| 664.101                           | Community Education                             | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 857.02           | 642.98                    | 57            | 401        |
| 670.156                           | Equipment Rental/Lease                          | 3,800.00       | .00               | 3,800.00       | 312.68                     | .00              | 2,325.12         | 1,474.88                  | 61            | 3,101      |
| 682.170                           | Infrared Test                                   | 800.00         | .00               | 800.00         | .00                        | .00              | 690.00           | 110.00                    | 86            | 641        |
| 682.171                           | Safety Testing/Compliance                       | 3,500.00       | .00               | 3,500.00       | .00                        | .00              | 1,042.44         | 2,457.56                  | 30            | 821        |
| 682.173                           | Tree Crew Maintenance                           | 12,000.00      | .00               | 12,000.00      | 408.23                     | .00              | 5,281.03         | 6,718.97                  | 44            | 4,021      |
| 685.180                           | Membership Dues and Fees                        | 18,105.00      | .00               | 18,105.00      | 7,201.42                   | .00              | 17,015.86        | 1,089.14                  | 94            | 17,001     |
| 685.182                           | Other Operating Expenses                        | 62,176.00      | .00               | 62,176.00      | 2,253.81                   | .00              | 2,765.28         | 59,410.72                 | 4             | 121        |
| 685.183                           | Depreciation                                    | 801,403.00     | .00               | 801,403.00     | 62,406.08                  | .00              | 437,363.21       | 364,039.79                | 55            | 453,311    |
| 685.186                           | Training                                        | 18,200.00      | .00               | 18,200.00      | .00                        | .00              | 3,910.00         | 14,290.00                 | 21            | 5,961      |
| 685.190                           | Landfill Fees                                   | 6,000.00       | .00               | 6,000.00       | 768.80                     | .00              | 1,945.56         | 4,054.44                  | 32            | 2,831      |
| 686.186                           | Legal Services                                  | 5,000.00       | .00               | 5,000.00       | .00                        | .00              | .00              | 5,000.00                  | 0             |            |
| 686.187                           | Professional Services                           | 60,200.00      | .00               | 60,200.00      | 779.63                     | 43,152.75        | 3,466.68         | 13,580.57                 | 77            | 3,951      |
| 686.188                           | Architect/Engineer Servcs                       | 40,000.00      | .00               | 40,000.00      | 3,821.84                   | .00              | 23,789.34        | 16,210.66                 | 59            | 22,241     |
| 686.189                           | Employee Medical                                | 600.00         | .00               | 600.00         | .00                        | .00              | 510.00           | 90.00                     | 85            | 181        |
| 686.191                           | Contract Services/Studies                       | 2,400.00       | .00               | 2,400.00       | 491.98                     | .00              | 1,309.03         | 1,090.97                  | 55            | 881        |



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                  | Account Description        | Adopted Budget  | Budget Amendments | Amended Budget  | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year     |
|------------------------------------------|----------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|----------------|
| Fund 0030 - Electric Utility Fund        |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| EXPENSE                                  |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| Department 19 - Electric                 |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| 686.195                                  | Repair/Maint Svc Contract  | 23,500.00       | .00               | 23,500.00       | 977.54                     | .00              | 18,089.42        | 5,410.58                  | 77            | 7,100.00       |
| 686.196                                  | Bank Charges/Fees          | 10,000.00       | .00               | 10,000.00       | 768.68                     | .00              | 9,539.01         | 460.99                    | 95            | 27,610.00      |
| 686.199                                  | Internal Engineering       | 21,500.00       | .00               | 21,500.00       | 612.12                     | .00              | 4,980.11         | 16,519.89                 | 23            | 7,170.00       |
| 686.1895                                 | Employee wellness services | 6,000.00        | .00               | 6,000.00        | .00                        | .00              | 3,383.81         | 2,616.19                  | 56            | 4,890.00       |
| 687.202                                  | Utility Billing Services   | 45,000.00       | .00               | 45,000.00       | 677.93                     | 4,554.86         | 28,753.03        | 11,692.11                 | 74            | 33,430.00      |
| 687.204                                  | Janitorial Services        | 2,500.00        | .00               | 2,500.00        | .00                        | .00              | 1,247.22         | 1,252.78                  | 50            | 1,300.00       |
| 689.800                                  | Equipment Charges          | .00             | .00               | .00             | (997.00)                   | .00              | (1,098.48)       | 1,098.48                  | +++           |                |
| 702.105                                  | Interest on Bonds          | 80,960.00       | .00               | 80,960.00       | .00                        | .00              | .00              | 80,960.00                 | 0             |                |
| 702.110                                  | Bond Principal             | 589,083.00      | .00               | 589,083.00      | .00                        | .00              | .00              | 589,083.00                | 0             |                |
| 703.1001                                 | Agent Fees                 | .00             | .00               | .00             | .00                        | .00              | .00              | .00                       | +++           | 2,500.00       |
| 720.001                                  | Provision for Bad Debts    | 40,000.00       | .00               | 40,000.00       | 3,333.33                   | .00              | 23,333.31        | 16,666.69                 | 58            | 23,330.00      |
| 720.006                                  | Public Assistance Program  | 10,000.00       | .00               | 10,000.00       | .00                        | .00              | (7,110.97)       | 17,110.97                 | -71           |                |
| 750.124                                  | Transfers to General Fund  | 723,914.00      | .00               | 723,914.00      | 60,326.17                  | .00              | 422,283.19       | 301,630.81                | 58            | 419,930.00     |
| 795.001                                  | IT Internal Allocations    | 110,466.00      | .00               | 110,466.00      | 4,183.98                   | .00              | 40,541.50        | 69,924.50                 | 37            | 34,710.00      |
| 795.995                                  | GF Cost Distribution       | 411,732.00      | .00               | 411,732.00      | 34,311.00                  | .00              | 240,177.00       | 171,555.00                | 58            | 242,190.00     |
| 900.3100                                 | Electric Distribution      | 600,000.00      | .00               | 600,000.00      | .00                        | .00              | .00              | 600,000.00                | 0             | 37,590.00      |
| 900.4300                                 | Other Equipment            | 92,000.00       | .00               | 92,000.00       | .00                        | .00              | .00              | 92,000.00                 | 0             | 25,600.00      |
| 7999.9999                                | Principal Reclassified     | (589,083.00)    | .00               | (589,083.00)    | .00                        | .00              | .00              | (589,083.00)              | 0             |                |
| 9999.9999                                | Assets Reclassified        | (692,000.00)    | .00               | (692,000.00)    | .00                        | .00              | .00              | (692,000.00)              | 0             | (63,200.00)    |
| Department 19 - Electric Totals          |                            | \$12,482,838.00 | \$0.00            | \$12,482,838.00 | \$461,633.28               | \$376,721.39     | \$6,197,336.42   | \$5,908,780.19            | 53%           | \$7,097,060.00 |
| Department 36 - Fiber Optics             |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| 685.183                                  | Depreciation               | 229.00          | .00               | 229.00          | 19.11                      | .00              | 133.74           | 95.26                     | 58            | 130.00         |
| Department 36 - Fiber Optics Totals      |                            | \$229.00        | \$0.00            | \$229.00        | \$19.11                    | \$0.00           | \$133.74         | \$95.26                   | 58%           | \$130.00       |
| EXPENSE TOTALS                           |                            | \$12,483,067.00 | \$0.00            | \$12,483,067.00 | \$461,652.39               | \$376,721.39     | \$6,197,470.16   | \$5,908,875.45            | 53%           | \$7,097,190.00 |
| Fund 0030 - Electric Utility Fund Totals |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| REVENUE TOTALS                           |                            | 12,483,067.00   | .00               | 12,483,067.00   | 961,795.23                 | .00              | 6,217,253.94     | 6,265,813.06              | 50%           | 8,393,510.00   |
| EXPENSE TOTALS                           |                            | 12,483,067.00   | .00               | 12,483,067.00   | 461,652.39                 | 376,721.39       | 6,197,470.16     | 5,908,875.45              | 53%           | 7,097,190.00   |
| Fund 0030 - Electric Utility Fund Totals |                            | \$0.00          | \$0.00            | \$0.00          | \$500,142.84               | (\$376,721.39)   | \$19,783.78      | \$356,937.61              |               | \$1,296,310.00 |
| Fund 0031 - Water Utility Fund           |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| REVENUE                                  |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| Department 00 - Revenue                  |                            |                 |                   |                 |                            |                  |                  |                           |               |                |
| 301.000                                  | Sale Of Utilities          | 2,820,000.00    | .00               | 2,820,000.00    | 220,175.86                 | .00              | 1,334,840.79     | 1,485,159.21              | 47            | 1,334,160.00   |
| 301.002                                  | New Turn Ons               | 3,500.00        | .00               | 3,500.00        | 240.00                     | .00              | 1,740.00         | 1,760.00                  | 50            | 2,150.00       |
| 301.006                                  | Sale Of Raw Water          | 7,500.00        | .00               | 7,500.00        | 1,142.13                   | .00              | 7,352.38         | 147.62                    | 98            | 7,190.00       |
| 301.009                                  | New Service Taps           | 21,500.00       | .00               | 21,500.00       | 2,000.00                   | .00              | 19,425.00        | 2,075.00                  | 90            | 13,000.00      |
| 301.013                                  | Meter Installation         | 5,750.00        | .00               | 5,750.00        | 450.00                     | .00              | 5,550.00         | 200.00                    | 97            | 6,150.00       |
| 302.001                                  | Penalties                  | 25,000.00       | .00               | 25,000.00       | 2,823.37                   | .00              | 17,467.34        | 7,532.66                  | 70            | 16,730.00      |



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                            | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0031 - Water Utility Fund     |                            |                |                   |                |                            |                  |                  |                           |               |             |
| REVENUE                            |                            |                |                   |                |                            |                  |                  |                           |               |             |
| Department 00 - Revenue            |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 306.001                            | Investment Earnings        | 2,500.00       | .00               | 2,500.00       | 118.91                     | .00              | 661.72           | 1,838.28                  | 26            | (4,531)     |
| 324.020                            | Water Impact Fee           | 20,000.00      | .00               | 20,000.00      | 1,100.00                   | .00              | 10,460.00        | 9,540.00                  | 52            | 7,150       |
| 331.000                            | Federal Grants             | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 510         |
| 332.000                            | State Grants               | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 209,840     |
| 335.004                            | Fema Recovery              | .00            | .00               | .00            | .00                        | .00              | 7,420.72         | (7,420.72)                | +++           | 360         |
| 369.002                            | Miscellaneous Revenue      | 5,000.00       | .00               | 5,000.00       | 1,260.00                   | .00              | 3,371.86         | 1,628.14                  | 67            | 3,050       |
| 391.001                            | Sale of Assets             | 500.00         | .00               | 500.00         | .00                        | .00              | 4,975.00         | (4,475.00)                | 995           | 2,160       |
| 395.001                            | Transfer from General Fund | 471,400.00     | .00               | 471,400.00     | .00                        | .00              | 471,400.00       | .00                       | 100           |             |
| Department 00 - Revenue Totals     |                            | \$3,382,650.00 | \$0.00            | \$3,382,650.00 | \$229,310.27               | \$0.00           | \$1,884,664.81   | \$1,497,985.19            | 56%           | \$1,597,950 |
| REVENUE TOTALS                     |                            | \$3,382,650.00 | \$0.00            | \$3,382,650.00 | \$229,310.27               | \$0.00           | \$1,884,664.81   | \$1,497,985.19            | 56%           | \$1,597,950 |
| EXPENSE                            |                            |                |                   |                |                            |                  |                  |                           |               |             |
| Department 15 - Water Distribution |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 400.101                            | Regular Pay                | 205,941.00     | .00               | 205,941.00     | 9,910.70                   | .00              | 66,153.11        | 139,787.89                | 32            | 93,390      |
| 401.103                            | Overtime                   | 14,000.00      | .00               | 14,000.00      | 257.08                     | .00              | 7,247.61         | 6,752.39                  | 52            | 4,600       |
| 401.105                            | On-call pay                | 5,200.00       | .00               | 5,200.00       | 400.00                     | .00              | 3,000.00         | 2,200.00                  | 58            | 3,000       |
| 405.114                            | FICA                       | 16,732.00      | .00               | 16,732.00      | 768.81                     | .00              | 5,539.01         | 11,192.99                 | 33            | 7,510       |
| 406.116                            | Retirement                 | 35,360.00      | .00               | 35,360.00      | 1,690.40                   | .00              | 11,786.83        | 23,573.17                 | 33            | 15,700      |
| 408.125                            | SCMIT Worker's Comp Ins.   | 8,238.00       | .00               | 8,238.00       | 3,576.17                   | 3,358.01         | 10,969.56        | (6,089.57)                | 174           | 11,280      |
| 410.001                            | Health Claims Cost         | 25,638.00      | .00               | 25,638.00      | 1,553.68                   | .00              | 10,613.92        | 15,024.08                 | 41            | 12,780      |
| 410.002                            | Health Claim Costs-Retire  | 199.00         | .00               | 199.00         | 3.00                       | .00              | 45.12            | 153.88                    | 23            | 40          |
| 410.003                            | OPEB cost                  | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | .00              | 4,000.00                  | 0             |             |
| 500.101                            | Supplies and Materials     | 5,000.00       | .00               | 5,000.00       | 185.82                     | .00              | 1,526.54         | 3,473.46                  | 31            | 1,980       |
| 500.102                            | Equipment                  | 6,250.00       | .00               | 6,250.00       | .00                        | .00              | 749.27           | 5,500.73                  | 12            | 270         |
| 501.101                            | Uniforms and Clothing      | 4,400.00       | .00               | 4,400.00       | 185.50                     | .00              | 1,966.45         | 2,433.55                  | 45            | 1,900       |
| 513.112                            | Asphalt/Concrete/Gravel    | 25,000.00      | .00               | 25,000.00      | 504.00                     | 13,528.07        | 6,508.59         | 4,963.34                  | 80            | 7,670       |
| 514.110                            | Water Dist System Supply   | 56,000.00      | .00               | 56,000.00      | 5,104.58                   | .00              | 24,039.92        | 31,960.08                 | 43            | 22,580      |
| 515.129                            | Permit Fees Due To Others  | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 574.92           | 425.08                    | 57            | 530         |
| 523.136                            | Hydrant Replacement        | 6,000.00       | .00               | 6,000.00       | .00                        | 3,562.00         | 2,438.00         | .00                       | 100           | 5,890       |
| 532.148                            | Small Hand Tools           | 300.00         | .00               | 300.00         | .00                        | .00              | 240.85           | 59.15                     | 80            | 200         |
| 600.110                            | SCMIRF Property/Liab Ins   | 49,975.00      | .00               | 49,975.00      | 22,657.82                  | .00              | 45,373.77        | 4,601.23                  | 91            | 23,390      |
| 610.112                            | Postage                    | 1,000.00       | .00               | 1,000.00       | 64.48                      | .00              | 493.27           | 506.73                    | 49            | 450         |
| 610.1110                           | Communications- Wireless   | 2,720.00       | .00               | 2,720.00       | 79.33                      | .00              | 925.80           | 1,794.20                  | 34            | 290         |
| 620.114                            | Advertising                | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             |             |
| 640.124                            | Travel Expense             | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |             |
| 650.127                            | Electricity                | 8,290.00       | .00               | 8,290.00       | 677.29                     | .00              | 4,679.71         | 3,610.29                  | 56            | 4,710       |
| 650.128                            | Water                      | 16,706.00      | .00               | 16,706.00      | 2,164.45                   | .00              | 13,937.07        | 2,768.93                  | 83            | 9,590       |
| 650.129                            | Wastewater                 | 8,798.00       | .00               | 8,798.00       | 1,322.08                   | .00              | 6,839.22         | 1,958.78                  | 78            | 5,010       |
| 650.130                            | Sanitation                 | 691.00         | .00               | 691.00         | 55.96                      | .00              | 391.72           | 299.28                    | 57            | 390         |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                   | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year   |
|-------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|--------------|
| Fund 0031 - Water Utility Fund            |                                                 |                |                   |                |                            |                  |                  |                           |               |              |
| EXPENSE                                   |                                                 |                |                   |                |                            |                  |                  |                           |               |              |
| Department 15 - Water Distribution        |                                                 |                |                   |                |                            |                  |                  |                           |               |              |
| 650.133                                   | Stormwater                                      | 4,401.00       | .00               | 4,401.00       | 356.08                     | .00              | 2,492.56         | 1,908.44                  | 57            | 2,492.56     |
| 650.1271                                  | Electricity- Sales Tax                          | 419.00         | .00               | 419.00         | 33.71                      | .00              | 208.98           | 210.02                    | 50            | 233.71       |
| 660.105                                   | COVID-19 Pandemic Expense                       | 100.00         | .00               | 100.00         | .00                        | .00              | 120.00           | (20.00)                   | 120           | 3.00         |
| 660.133                                   | Repairs & Maint. Services                       | 12,500.00      | .00               | 12,500.00      | 22,701.33                  | .00              | 23,900.73        | (11,400.73)               | 191           | 7,271.33     |
| 660.139                                   | Fleet Services-RTA Mtce Allocation              | 4,309.00       | .00               | 4,309.00       | 278.14                     | .00              | 3,299.88         | 1,009.12                  | 77            | 2,561.14     |
| 660.145                                   | Gasoline & Oil                                  | 9,066.00       | .00               | 9,066.00       | 517.75                     | .00              | 3,983.32         | 5,082.68                  | 44            | 3,401.75     |
| 660.1391                                  | Fleet Services -Departmental Expense Allocation | 4,393.00       | .00               | 4,393.00       | 666.81                     | .00              | 4,920.50         | (527.50)                  | 112           | 2,766.81     |
| 660.1392                                  | Fleet Svcs- Outside Vends                       | 224.00         | .00               | 224.00         | .00                        | .00              | 1,049.38         | (825.38)                  | 468           | 124.00       |
| 670.156                                   | Equipment Rental/Lease                          | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | .00          |
| 685.180                                   | Membership Dues and Fees                        | 425.00         | .00               | 425.00         | .00                        | .00              | .00              | 425.00                    | 0             | 61.00        |
| 685.182                                   | Other Operating Expenses                        | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             | 61.00        |
| 685.183                                   | Depreciation                                    | 451,215.00     | .00               | 451,215.00     | 37,878.29                  | .00              | 265,446.89       | 185,768.11                | 59            | 259,136.29   |
| 685.186                                   | Training                                        | 1,230.00       | .00               | 1,230.00       | .00                        | .00              | 310.00           | 920.00                    | 25            | 671.00       |
| 686.187                                   | Professional Services                           | 3,320.00       | .00               | 3,320.00       | 166.80                     | 1,946.00         | 1,354.00         | 20.00                     | 99            | 1,006.80     |
| 686.189                                   | Employee Medical                                | 700.00         | .00               | 700.00         | .00                        | .00              | .00              | 700.00                    | 0             | .00          |
| 686.191                                   | Contract Services/Studies                       | 2,100.00       | .00               | 2,100.00       | 491.97                     | .00              | 1,309.00         | 791.00                    | 62            | 881.97       |
| 686.196                                   | Bank Charges/Fees                               | 7,500.00       | .00               | 7,500.00       | 300.79                     | .00              | 3,732.72         | 3,767.28                  | 50            | 10,800.79    |
| 686.199                                   | Internal Engineering                            | 17,000.00      | .00               | 17,000.00      | 612.12                     | .00              | 4,980.11         | 12,019.89                 | 29            | 7,171.12     |
| 686.1895                                  | Employee wellness services                      | 2,700.00       | .00               | 2,700.00       | .00                        | .00              | 1,208.51         | 1,491.49                  | 45            | 1,740.00     |
| 687.202                                   | Utility Billing Services                        | 8,000.00       | .00               | 8,000.00       | 102.55                     | 688.97           | 4,349.16         | 2,961.87                  | 63            | 5,021.55     |
| 687.204                                   | Janitorial Services                             | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 411.84           | 1,588.16                  | 21            | 321.00       |
| 702.106                                   | Interest- Bonds                                 | 115,327.00     | .00               | 115,327.00     | 5,675.90                   | .00              | 64,367.31        | 50,959.69                 | 56            | 61,781.90    |
| 702.110                                   | Bond Principal                                  | 396,943.00     | .00               | 396,943.00     | 17,898.14                  | .00              | 87,931.25        | 309,011.75                | 22            | 86,711.14    |
| 703.109                                   | Agents Fee                                      | 8,000.00       | .00               | 8,000.00       | .00                        | .00              | 4,475.00         | 3,525.00                  | 56            | 4,471.00     |
| 720.001                                   | Provision for Bad Debts                         | 8,000.00       | .00               | 8,000.00       | 666.67                     | .00              | 4,666.69         | 3,333.31                  | 58            | 4,666.67     |
| 750.124                                   | Transfers to General Fund                       | 137,809.00     | .00               | 137,809.00     | 11,484.08                  | .00              | 80,388.56        | 57,420.44                 | 58            | 70,974.08    |
| 795.995                                   | GF Cost Distribution                            | 88,854.00      | .00               | 88,854.00      | 7,404.50                   | .00              | 51,831.50        | 37,022.50                 | 58            | 52,264.50    |
| 795.999                                   | Allocation G&A Services                         | 67,700.00      | .00               | 67,700.00      | 4,345.73                   | .00              | 30,382.34        | 37,317.66                 | 45            | 39,095.73    |
| 900.3500                                  | Water Distribution                              | 36,628.00      | .00               | 36,628.00      | 4,860.00                   | 61,740.00        | 6,876.00         | (31,988.00)               | 187           | 294,290.00   |
| 900.4300                                  | Other Equipment                                 | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 5,800.00     |
| 7999.9999                                 | Principal Reclassified                          | (396,943.00)   | .00               | (396,943.00)   | (17,898.14)                | .00              | (87,931.25)      | (309,011.75)              | 22            | (86,711.14)  |
| 9999.9999                                 | Assets Reclassified                             | (36,628.00)    | .00               | (36,628.00)    | (4,860.00)                 | .00              | (6,876.00)       | (29,752.00)               | 19            | (300,099.00) |
| Department 15 - Water Distribution Totals |                                                 | \$1,467,930.00 | \$0.00            | \$1,467,930.00 | \$144,844.37               | \$84,823.05      | \$785,229.24     | \$597,877.71              | 59%           | \$772,161.37 |
| Department 16 - Filtration                |                                                 |                |                   |                |                            |                  |                  |                           |               |              |
| 400.101                                   | Regular Pay                                     | 260,663.00     | .00               | 260,663.00     | 20,611.10                  | .00              | 145,265.14       | 115,397.86                | 56            | 123,271.10   |
| 401.103                                   | Overtime                                        | 6,000.00       | .00               | 6,000.00       | 401.71                     | .00              | 1,552.90         | 4,447.10                  | 26            | 3,211.71     |
| 401.105                                   | On-call pay                                     | 7,020.00       | .00               | 7,020.00       | 533.36                     | .00              | 4,000.20         | 3,019.80                  | 57            | 4,000.00     |
| 405.114                                   | FICA                                            | 20,830.00      | .00               | 20,830.00      | 1,520.62                   | .00              | 10,692.14        | 10,137.86                 | 51            | 9,240.62     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly





# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                        | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|--------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0031 - Water Utility Fund |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 16 - Filtration     |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 406.116                        | Retirement                                      | 43,929.00      | .00               | 43,929.00      | 3,439.07                   | .00              | 23,164.69        | 20,764.31                 | 53            | 19,880     |
| 408.125                        | SCMIT Worker's Comp Ins.                        | 10,427.00      | .00               | 10,427.00      | 3,024.24                   | 3,024.24         | 9,519.10         | (2,116.34)                | 120           | 10,160     |
| 410.001                        | Health Claims Cost                              | 45,135.00      | .00               | 45,135.00      | 3,929.03                   | .00              | 24,014.26        | 21,120.74                 | 53            | 20,340     |
| 410.002                        | Health Claim Costs-Retire                       | 7,982.00       | .00               | 7,982.00       | 383.68                     | .00              | 4,046.52         | 3,935.48                  | 51            | 4,040      |
| 410.003                        | OPEB cost                                       | 5,000.00       | .00               | 5,000.00       | .00                        | .00              | .00              | 5,000.00                  | 0             |            |
| 500.101                        | Supplies and Materials                          | 2,300.00       | .00               | 2,300.00       | .00                        | .00              | 1,392.64         | 907.36                    | 61            | 570        |
| 500.102                        | Equipment                                       | 6,500.00       | .00               | 6,500.00       | 678.77                     | .00              | 2,789.20         | 3,710.80                  | 43            | 150        |
| 501.101                        | Uniforms and Clothing                           | 4,000.00       | .00               | 4,000.00       | 127.19                     | .00              | 948.45           | 3,051.55                  | 24            | 310        |
| 512.108                        | Chemicals                                       | 361,800.00     | .00               | 361,800.00     | 12,496.48                  | 49,978.65        | 105,188.29       | 206,633.06                | 43            | 204,710    |
| 512.109                        | Laboratory Supplies                             | 18,480.00      | .00               | 18,480.00      | 167.50                     | 2,043.49         | 10,880.08        | 5,556.43                  | 70            | 13,550     |
| 515.121                        | Safety Supplies                                 | 1,250.00       | .00               | 1,250.00       | .00                        | .00              | .00              | 1,250.00                  | 0             |            |
| 515.129                        | Permit Fees Due To Others                       | 22,000.00      | .00               | 22,000.00      | .00                        | .00              | 20,635.00        | 1,365.00                  | 94            | 20,560     |
| 532.148                        | Small Hand Tools                                | 300.00         | .00               | 300.00         | .00                        | .00              | 65.69            | 234.31                    | 22            |            |
| 540.151                        | IP Raw Water Contract-Cty                       | 22,960.00      | .00               | 22,960.00      | 2,569.87                   | .00              | 10,606.18        | 12,353.82                 | 46            | 7,530      |
| 540.152                        | Raw Water Pump Maint.                           | 60,000.00      | .00               | 60,000.00      | 4,581.15                   | .00              | 32,305.39        | 27,694.61                 | 54            | 32,790     |
| 540.157                        | Treated Water Purchase                          | 200.00         | .00               | 200.00         | 6.67                       | .00              | 85.02            | 114.98                    | 43            | 30         |
| 540.1510                       | IP Raw Water Contract-Stl                       | 11,808.00      | .00               | 11,808.00      | 1,223.15                   | .00              | 4,136.12         | 7,671.88                  | 35            | 4,500      |
| 600.110                        | SCMIRF Property/Liab Ins                        | 150,635.00     | .00               | 150,635.00     | 68,295.43                  | .00              | 136,766.07       | 13,868.93                 | 91            | 18,220     |
| 610.111                        | Communications- Landline                        | 1,200.00       | .00               | 1,200.00       | 150.18                     | .00              | 727.27           | 472.73                    | 61            | 660        |
| 610.112                        | Postage                                         | 800.00         | .00               | 800.00         | .00                        | .00              | .00              | 800.00                    | 0             | 10         |
| 610.1110                       | Communications- Wireless                        | 660.00         | .00               | 660.00         | 41.32                      | .00              | 248.16           | 411.84                    | 38            | 290        |
| 620.114                        | Advertising                                     | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 70         |
| 640.124                        | Travel Expense                                  | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |            |
| 650.127                        | Electricity                                     | 83,214.00      | .00               | 83,214.00      | 6,240.42                   | .00              | 44,250.67        | 38,963.33                 | 53            | 46,620     |
| 650.130                        | Sanitation                                      | 929.00         | .00               | 929.00         | 75.20                      | .00              | 526.40           | 402.60                    | 57            | 520        |
| 650.133                        | Stormwater                                      | 2,219.00       | .00               | 2,219.00       | 179.55                     | .00              | 1,256.85         | 962.15                    | 57            | 1,250      |
| 650.134                        | Security Lights                                 | 1,631.00       | .00               | 1,631.00       | 132.00                     | .00              | 924.00           | 707.00                    | 57            | 920        |
| 650.1271                       | Electricity- Sales Tax                          | 96.00          | .00               | 96.00          | 7.32                       | .00              | 50.60            | 45.40                     | 53            | 50         |
| 660.105                        | COVID-19 Pandemic Expense                       | 100.00         | .00               | 100.00         | .00                        | .00              | 360.00           | (260.00)                  | 360           | 10         |
| 660.133                        | Repairs & Maint. Services                       | 36,000.00      | .00               | 36,000.00      | .00                        | 12,000.00        | 13,896.02        | 10,103.98                 | 72            | 19,790     |
| 660.139                        | Fleet Services-RTA Mtce Allocation              | 376.00         | .00               | 376.00         | 12.63                      | .00              | 18.99            | 357.01                    | 5             | 210        |
| 660.145                        | Gasoline & Oil                                  | 1,661.00       | .00               | 1,661.00       | 127.33                     | .00              | 647.74           | 1,013.26                  | 39            | 430        |
| 660.1391                       | Fleet Services -Departmental Expense Allocation | 927.00         | .00               | 927.00         | 117.27                     | .00              | 810.32           | 116.68                    | 87            | 580        |
| 670.156                        | Equipment Rental/Lease                          | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 685.180                        | Membership Dues and Fees                        | 845.00         | .00               | 845.00         | .00                        | .00              | 45.00            | 800.00                    | 5             | 480        |
| 685.182                        | Other Operating Expenses                        | 500.00         | .00               | 500.00         | .00                        | .00              | 51.00            | 449.00                    | 10            | 60         |
| 685.183                        | Depreciation                                    | 325,499.00     | .00               | 325,499.00     | 24,350.21                  | .00              | 172,317.70       | 153,181.30                | 53            | 181,260    |
| 685.186                        | Training                                        | 950.00         | .00               | 950.00         | .00                        | .00              | .00              | 950.00                    | 0             |            |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22  
Exclude Rollup Account

| Account                                  | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0031 - Water Utility Fund           |                            |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                  |                            |                |                   |                |                            |                  |                  |                           |               |            |
| Department 16 - Filtration               |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 686.187                                  | Professional Services      | 21,990.00      | .00               | 21,990.00      | 45.00                      | 2,958.18         | 1,315.92         | 17,715.90                 | 19            | 1,290      |
| 686.189                                  | Employee Medical           | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 250.00           | 750.00                    | 25            | 780        |
| 686.195                                  | Repair/Maint Svc Contract  | 1,800.00       | .00               | 1,800.00       | .00                        | .00              | 973.05           | 826.95                    | 54            | 970        |
| 686.199                                  | Internal Engineering       | 18,000.00      | .00               | 18,000.00      | 612.12                     | .00              | 4,980.11         | 13,019.89                 | 28            | 7,170      |
| 686.1895                                 | Employee wellness services | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | 1,450.21         | 1,549.79                  | 48            | 2,090      |
| 687.204                                  | Janitorial Services        | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 1,228.74         | 771.26                    | 61            | 1,300      |
| 750.124                                  | Transfers to General Fund  | 122,800.00     | .00               | 122,800.00     | 10,233.33                  | .00              | 71,633.31        | 51,166.69                 | 58            | 63,240     |
| 795.995                                  | GF Cost Distribution       | 79,175.00      | .00               | 79,175.00      | 6,597.92                   | .00              | 46,185.44        | 32,989.56                 | 58            | 46,570     |
| 795.999                                  | Allocation G&A Services    | 92,000.00      | .00               | 92,000.00      | 4,345.73                   | .00              | 30,382.35        | 61,617.65                 | 33            | 39,090     |
| 900.3000                                 | Buildings & Improvements   | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 28,340     |
| 900.3300                                 | Water Filtration Plant     | 3,750,000.00   | .00               | 3,750,000.00   | 15,740.78                  | (187,744.84)     | 189,291.48       | 3,748,453.36              | 0             |            |
| 900.4100                                 | Vehicles                   | 37,000.00      | .00               | 37,000.00      | .00                        | .00              | .00              | 37,000.00                 | 0             |            |
| 900.4300                                 | Other Equipment            | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 115,160    |
| 9999.9999                                | Assets Reclassified        | (3,787,000.00) | .00               | (3,787,000.00) | (15,740.78)                | .00              | (189,291.48)     | (3,597,708.52)            | 5             | (115,163)  |
| Department 16 - Filtration Totals        |                            | \$1,870,191.00 | \$0.00            | \$1,870,191.00 | \$177,256.55               | (\$117,740.28)   | \$942,582.93     | \$1,045,348.35            | 44%           | \$941,300  |
| Department 41 - General & Administrative |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                  | Regular Pay                | 119,659.00     | .00               | 119,659.00     | 9,118.92                   | .00              | 69,014.59        | 50,644.41                 | 58            | 62,970     |
| 405.114                                  | FICA                       | 9,154.00       | .00               | 9,154.00       | 661.25                     | .00              | 5,050.32         | 4,103.68                  | 55            | 4,590      |
| 406.116                                  | Retirement                 | 19,816.00      | .00               | 19,816.00      | 1,456.61                   | .00              | 10,629.15        | 9,186.85                  | 54            | 9,610      |
| 408.125                                  | SCMIT Worker's Comp Ins.   | 1,915.00       | .00               | 1,915.00       | 920.42                     | 920.42           | 2,897.12         | (1,902.54)                | 199           | 3,090      |
| 410.001                                  | Health Claims Cost         | 15,708.00      | .00               | 15,708.00      | 1,464.14                   | .00              | 9,255.62         | 6,452.38                  | 59            | 9,090      |
| 410.003                                  | OPEB cost                  | 4,200.00       | .00               | 4,200.00       | .00                        | .00              | .00              | 4,200.00                  | 0             |            |
| 500.101                                  | Supplies and Materials     | 3,800.00       | .00               | 3,800.00       | 895.67                     | .00              | 2,430.51         | 1,369.49                  | 64            | 2,640      |
| 500.102                                  | Equipment                  | 250.00         | .00               | 250.00         | .00                        | .00              | 4,058.92         | (3,808.92)                | 1624          |            |
| 500.103                                  | Furniture                  | 250.00         | .00               | 250.00         | .00                        | .00              | .00              | 250.00                    | 0             |            |
| 501.101                                  | Uniforms and Clothing      | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 600.110                                  | SCMIRF Property/Liab Ins   | 266.00         | .00               | 266.00         | 120.73                     | .00              | 241.77           | 24.23                     | 91            | 37,550     |
| 610.111                                  | Communications- Landline   | 4,800.00       | .00               | 4,800.00       | 321.73                     | .00              | 2,586.65         | 2,213.35                  | 54            | 2,480      |
| 610.112                                  | Postage                    | 200.00         | .00               | 200.00         | .00                        | .00              | 81.20            | 118.80                    | 41            | 70         |
| 610.1110                                 | Communications- Wireless   | 660.00         | .00               | 660.00         | 41.32                      | .00              | 248.16           | 411.84                    | 38            | 290        |
| 620.114                                  | Advertising                | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 640.124                                  | Travel Expense             | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |            |
| 650.127                                  | Electricity                | 2,621.00       | .00               | 2,621.00       | 203.86                     | .00              | 1,404.76         | 1,216.24                  | 54            | 1,470      |
| 650.128                                  | Water                      | 222.00         | .00               | 222.00         | 15.44                      | .00              | 135.51           | 86.49                     | 61            | 120        |
| 650.129                                  | Wastewater                 | 317.00         | .00               | 317.00         | 20.93                      | .00              | 181.09           | 135.91                    | 57            | 170        |
| 650.130                                  | Sanitation                 | 486.00         | .00               | 486.00         | 39.33                      | .00              | 275.31           | 210.69                    | 57            | 270        |
| 650.133                                  | Stormwater                 | 2,051.00       | .00               | 2,051.00       | 165.94                     | .00              | 1,161.58         | 889.42                    | 57            | 1,160      |
| 650.134                                  | Security Lights            | 655.00         | .00               | 655.00         | 53.00                      | .00              | 371.00           | 284.00                    | 57            | 370        |



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                         | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-------------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0031 - Water Utility Fund                  |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                         |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 41 - General & Administrative        |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 650.1271                                        | Electricity- Sales Tax                          | 112.00         | .00               | 112.00         | 9.07                       | .00              | 58.79            | 53.21                     | 52            | 6          |
| 660.105                                         | COVID-19 Pandemic Expense                       | 2,100.00       | .00               | 2,100.00       | .00                        | .00              | 706.19           | 1,393.81                  | 34            | 1,151      |
| 660.133                                         | Repairs & Maint. Services                       | 2,000.00       | .00               | 2,000.00       | 217.30                     | .00              | 1,354.73         | 645.27                    | 68            | 851        |
| 660.139                                         | Fleet Services-RTA Mtce Allocation              | 963.00         | .00               | 963.00         | .00                        | .00              | 247.71           | 715.29                    | 26            | 541        |
| 660.145                                         | Gasoline & Oil                                  | 2,589.00       | .00               | 2,589.00       | 232.48                     | .00              | 1,082.88         | 1,506.12                  | 42            | 1,101      |
| 660.1391                                        | Fleet Services -Departmental Expense Allocation | 1,566.00       | .00               | 1,566.00       | 127.52                     | .00              | 1,029.90         | 536.10                    | 66            | 951        |
| 670.156                                         | Equipment Rental/Lease                          | 3,120.00       | .00               | 3,120.00       | 268.18                     | .00              | 1,778.12         | 1,341.88                  | 57            | 1,761      |
| 685.180                                         | Membership Dues and Fees                        | 1,405.00       | .00               | 1,405.00       | 600.00                     | .00              | 1,039.00         | 366.00                    | 74            | 1,331      |
| 685.182                                         | Other Operating Expenses                        | 500.00         | .00               | 500.00         | .00                        | .00              | 302.18           | 197.82                    | 60            | 211        |
| 685.183                                         | Depreciation                                    | 7,090.00       | .00               | 7,090.00       | 590.84                     | .00              | 4,135.85         | 2,954.15                  | 58            | 4,131      |
| 685.186                                         | Training                                        | 460.00         | .00               | 460.00         | .00                        | .00              | .00              | 460.00                    | 0             |            |
| 686.187                                         | Professional Services                           | 31,640.00      | .00               | 31,640.00      | .00                        | 22,392.00        | .00              | 9,248.00                  | 71            |            |
| 686.189                                         | Employee Medical                                | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |            |
| 686.195                                         | Repair/Maint Svc Contract                       | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 725.28           | 1,274.72                  | 36            | 861        |
| 686.1895                                        | Employee wellness services                      | 1,200.00       | .00               | 1,200.00       | .00                        | .00              | 483.41           | 716.59                    | 40            | 691        |
| 687.204                                         | Janitorial Services                             | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 1,235.52         | 764.48                    | 62            | 1,301      |
| 795.001                                         | IT Internal Allocations                         | 120,705.00     | .00               | 120,705.00     | 4,183.98                   | .00              | 40,541.49        | 80,163.51                 | 34            | 34,711     |
| 795.999                                         | Allocation G&A Services                         | (364,159.00)   | .00               | (364,159.00)   | (21,728.66)                | .00              | (151,911.75)     | (212,247.25)              | 42            | (195,472)  |
| Department 41 - General & Administrative Totals |                                                 | \$2,921.00     | \$0.00            | \$2,921.00     | \$0.00                     | \$23,312.42      | \$12,832.56      | (\$33,223.98)             | 1237%         | (\$9,764)  |
| Department 42 - Engineering Services            |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                         | Regular Pay                                     | 115,658.00     | .00               | 115,658.00     | 6,893.66                   | .00              | 52,013.79        | 63,644.21                 | 45            | 46,961     |
| 405.114                                         | FICA                                            | 8,848.00       | .00               | 8,848.00       | 482.36                     | .00              | 3,632.83         | 5,215.17                  | 41            | 3,241      |
| 406.116                                         | Retirement                                      | 19,153.00      | .00               | 19,153.00      | 1,103.17                   | .00              | 8,050.24         | 11,102.76                 | 42            | 7,211      |
| 408.125                                         | SCMIT Worker's Comp Ins.                        | 1,851.00       | .00               | 1,851.00       | .00                        | .00              | .00              | 1,851.00                  | 0             |            |
| 410.001                                         | Health Claims Cost                              | 19,884.00      | .00               | 19,884.00      | 1,036.00                   | .00              | 7,453.12         | 12,430.88                 | 37            | 7,481      |
| 500.101                                         | Supplies and Materials                          | 250.00         | .00               | 250.00         | .00                        | .00              | 111.05           | 138.95                    | 44            |            |
| 500.105                                         | Printing and Binding                            | 100.00         | .00               | 100.00         | .00                        | .00              | 195.74           | (95.74)                   | 196           |            |
| 501.101                                         | Uniforms and Clothing                           | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             |            |
| 515.121                                         | Safety Supplies                                 | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 515.124                                         | Department Supplies                             | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             | 61         |
| 600.110                                         | SCMIRF Property/Liab Ins                        | 444.00         | .00               | 444.00         | 201.22                     | .00              | 402.96           | 41.04                     | 91            |            |
| 610.112                                         | Postage                                         | 75.00          | .00               | 75.00          | .00                        | .00              | .00              | 75.00                     | 0             | 31         |
| 610.1110                                        | Communications- Wireless                        | 1,200.00       | .00               | 1,200.00       | 41.32                      | .00              | 248.16           | 951.84                    | 21            | 291        |
| 640.124                                         | Travel Expense                                  | 300.00         | .00               | 300.00         | .00                        | .00              | .00              | 300.00                    | 0             |            |
| 685.180                                         | Membership Dues and Fees                        | 600.00         | .00               | 600.00         | 175.00                     | .00              | 175.00           | 425.00                    | 29            | 151        |
| 685.183                                         | Depreciation                                    | 5,221.00       | .00               | 5,221.00       | 435.10                     | .00              | 3,045.70         | 2,175.30                  | 58            | 3,041      |
| 685.184                                         | Continuing Education                            | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             |            |
| 685.186                                         | Training                                        | 800.00         | .00               | 800.00         | .00                        | .00              | .00              | 800.00                    | 0             | 21         |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                     | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year     |
|---------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|----------------|
| Fund 0031 - Water Utility Fund              |                            |                |                   |                |                            |                  |                  |                           |               |                |
| EXPENSE                                     |                            |                |                   |                |                            |                  |                  |                           |               |                |
| Department 42 - Engineering Services        |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 686.187                                     | Professional Services      | 5,150.00       | .00               | 5,150.00       | .00                        | .00              | 2,958.58         | 2,191.42                  | 57            | 2,961.00       |
| 686.1895                                    | Employee wellness services | 1,200.00       | .00               | 1,200.00       | .00                        | .00              | 483.41           | 716.59                    | 40            | 691.00         |
| 735.122                                     | Services Billed            | (141,926.00)   | .00               | (141,926.00)   | (6,121.18)                 | .00              | (49,800.99)      | (92,125.01)               | 35            | (71,790.00)    |
| Department 42 - Engineering Services Totals |                            | \$41,608.00    | \$0.00            | \$41,608.00    | \$4,246.65                 | \$0.00           | \$28,969.59      | \$12,638.41               | 70%           | \$391,000.00   |
| EXPENSE TOTALS                              |                            | \$3,382,650.00 | \$0.00            | \$3,382,650.00 | \$326,347.57               | (\$9,604.81)     | \$1,769,614.32   | \$1,622,640.49            | 52%           | \$1,704,100.00 |
| Fund 0031 - Water Utility Fund Totals       |                            |                |                   |                |                            |                  |                  |                           |               |                |
| REVENUE TOTALS                              |                            | 3,382,650.00   | .00               | 3,382,650.00   | 229,310.27                 | .00              | 1,884,664.81     | 1,497,985.19              | 56%           | 1,597,950.00   |
| EXPENSE TOTALS                              |                            | 3,382,650.00   | .00               | 3,382,650.00   | 326,347.57                 | (9,604.81)       | 1,769,614.32     | 1,622,640.49              | 52%           | 1,704,100.00   |
| Fund 0031 - Water Utility Fund Totals       |                            | \$0.00         | \$0.00            | \$0.00         | (\$97,037.30)              | \$9,604.81       | \$115,050.49     | (\$124,655.30)            |               | (\$106,147.00) |
| Fund 0032 - Wastewater Fund                 |                            |                |                   |                |                            |                  |                  |                           |               |                |
| REVENUE                                     |                            |                |                   |                |                            |                  |                  |                           |               |                |
| Department 00 - Revenue                     |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 301.000                                     | Sale Of Utilities          | 2,885,300.00   | .00               | 2,885,300.00   | 236,360.36                 | .00              | 1,442,082.05     | 1,443,217.95              | 50            | 1,541,590.00   |
| 301.002                                     | New Turn Ons               | 3,300.00       | .00               | 3,300.00       | 245.00                     | .00              | 1,680.00         | 1,620.00                  | 51            | 2,040.00       |
| 301.009                                     | New Service Taps           | 7,500.00       | .00               | 7,500.00       | 900.00                     | .00              | 6,300.00         | 1,200.00                  | 84            | 3,600.00       |
| 301.014                                     | Fixed Charges - Andrews    | 120,000.00     | .00               | 120,000.00     | 10,119.80                  | .00              | 70,838.60        | 49,161.40                 | 59            | 60,710.00      |
| 301.015                                     | Fixed Charges - GCWSD      | 232,000.00     | .00               | 232,000.00     | 38,483.74                  | .00              | 153,934.96       | 78,065.04                 | 66            | 134,690.00     |
| 301.016                                     | Fixed Charges - COG        | 336,000.00     | .00               | 336,000.00     | 27,651.27                  | .00              | 193,558.89       | 142,441.11                | 58            | 203,670.00     |
| 301.017                                     | Volume Charges - Andrews   | 220,000.00     | .00               | 220,000.00     | 11,662.95                  | .00              | 46,053.11        | 173,946.89                | 21            | 142,450.00     |
| 301.018                                     | Volume Charges - GCWSD     | 450,000.00     | .00               | 450,000.00     | 22,960.79                  | .00              | 99,595.66        | 350,404.34                | 22            | 302,650.00     |
| 301.019                                     | Volume Charges - COG       | 1,250,000.00   | .00               | 1,250,000.00   | 56,305.24                  | .00              | 585,872.76       | 664,127.24                | 47            | 1,016,590.00   |
| 301.026                                     | Fixed- Elim Georgetown     | (300,000.00)   | .00               | (300,000.00)   | (27,651.27)                | .00              | (193,558.89)     | (106,441.11)              | 65            | (193,558.00)   |
| 301.029                                     | Volume-Elim-Georgetown     | (1,250,000.00) | .00               | (1,250,000.00) | (56,305.24)                | .00              | (585,872.76)     | (664,127.24)              | 47            | (1,002,048.00) |
| 302.001                                     | Penalties                  | 35,000.00      | .00               | 35,000.00      | 3,172.93                   | .00              | 19,805.66        | 15,194.34                 | 57            | 20,690.00      |
| 303.006                                     | Septic Tank Dumping        | 50,000.00      | .00               | 50,000.00      | 2,850.00                   | .00              | 19,510.00        | 30,490.00                 | 39            | 25,280.00      |
| 306.001                                     | Investment Earnings        | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 513.26           | 486.74                    | 51            | (12,789.00)    |
| 324.017                                     | Wastewater Impact Fee      | 10,000.00      | .00               | 10,000.00      | 850.00                     | .00              | 10,190.00        | (190.00)                  | 102           | 3,400.00       |
| 331.000                                     | Federal Grants             | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 1,550.00       |
| 369.002                                     | Miscellaneous Revenue      | 3,500.00       | .00               | 3,500.00       | .00                        | .00              | 966.57           | 2,533.43                  | 28            |                |
| 391.001                                     | Sale of Assets             | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             | 11,620.00      |
| 395.001                                     | Transfer from General Fund | 11,553.00      | .00               | 11,553.00      | .00                        | .00              | 11,553.00        | .00                       | 100           |                |
| Department 00 - Revenue Totals              |                            | \$4,067,653.00 | \$0.00            | \$4,067,653.00 | \$327,605.57               | \$0.00           | \$1,883,022.87   | \$2,184,630.13            | 46%           | \$2,262,210.00 |
| REVENUE TOTALS                              |                            | \$4,067,653.00 | \$0.00            | \$4,067,653.00 | \$327,605.57               | \$0.00           | \$1,883,022.87   | \$2,184,630.13            | 46%           | \$2,262,210.00 |
| EXPENSE                                     |                            |                |                   |                |                            |                  |                  |                           |               |                |
| Department 18 - Wastewater Collections      |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 400.101                                     | Regular Pay                | 248,584.00     | .00               | 248,584.00     | 13,084.60                  | .00              | 117,022.70       | 131,561.30                | 47            | 108,400.00     |
| 401.103                                     | Overtime                   | 2,248.00       | .00               | 2,248.00       | 100.82                     | .00              | 982.95           | 1,265.05                  | 44            | 820.00         |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|----------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0032 - Wastewater Fund            |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 18 - Wastewater Collections |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 401.105                                | On-call pay                                     | 4,420.00       | .00               | 4,420.00       | 233.32                     | .00              | 2,199.90         | 2,220.10                  | 50            | 2,499.00   |
| 405.114                                | FICA                                            | 19,527.00      | .00               | 19,527.00      | 944.89                     | .00              | 8,401.12         | 11,125.88                 | 43            | 7,681.00   |
| 406.116                                | Retirement                                      | 41,538.00      | .00               | 41,538.00      | 2,139.33                   | .00              | 18,406.06        | 23,131.94                 | 44            | 16,930.00  |
| 408.125                                | SCMIT Worker's Comp Ins.                        | 10,886.00      | .00               | 10,886.00      | 5,603.43                   | 5,603.43         | 17,637.39        | (12,354.82)               | 213           | 18,830.00  |
| 410.001                                | Health Claims Cost                              | 63,201.00      | .00               | 63,201.00      | 3,946.07                   | .00              | 29,129.82        | 34,071.18                 | 46            | 31,120.00  |
| 410.002                                | Health Claim Costs-Retire                       | 10,162.00      | .00               | 10,162.00      | 1,147.20                   | .00              | 9,129.84         | 1,032.16                  | 90            | 9,370.00   |
| 410.003                                | OPEB cost                                       | 5,500.00       | .00               | 5,500.00       | .00                        | .00              | .00              | 5,500.00                  | 0             | .00        |
| 500.101                                | Supplies and Materials                          | 6,900.00       | .00               | 6,900.00       | 251.65                     | .00              | 3,048.39         | 3,851.61                  | 44            | 4,980.00   |
| 500.102                                | Equipment                                       | 15,300.00      | .00               | 15,300.00      | 264.95                     | .00              | 1,762.37         | 13,537.63                 | 12            | 6,580.00   |
| 501.101                                | Uniforms and Clothing                           | 7,000.00       | .00               | 7,000.00       | 455.29                     | .00              | 3,467.97         | 3,532.03                  | 50            | 3,130.00   |
| 512.108                                | Chemicals                                       | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | 154.93           | 5,845.07                  | 3             | 1,420.00   |
| 513.112                                | Asphalt/Concrete/Gravel                         | 28,300.00      | .00               | 28,300.00      | 1,218.00                   | 15,258.90        | 8,946.51         | 4,094.59                  | 86            | 9,010.00   |
| 514.111                                | WW Collection Syst Supply                       | 10,000.00      | .00               | 10,000.00      | 956.44                     | .00              | 5,780.64         | 4,219.36                  | 58            | 3,900.00   |
| 515.121                                | Safety Supplies                                 | 900.00         | .00               | 900.00         | .00                        | .00              | .00              | 900.00                    | 0             | .00        |
| 515.126                                | Department Equipment                            | .00            | 7,000.00          | 7,000.00       | .00                        | .00              | 6,391.80         | 608.20                    | 91            | .00        |
| 532.148                                | Small Hand Tools                                | 350.00         | .00               | 350.00         | .00                        | .00              | 118.29           | 231.71                    | 34            | .00        |
| 532.1481                               | Small Hand Tools - Maintenance                  | 450.00         | .00               | 450.00         | .00                        | .00              | .00              | 450.00                    | 0             | 20.00      |
| 600.110                                | SCMIRF Property/Liab Ins                        | 42,519.00      | .00               | 42,519.00      | 19,277.26                  | .00              | 38,603.98        | 3,915.02                  | 91            | 40,050.00  |
| 610.112                                | Postage                                         | 1,000.00       | .00               | 1,000.00       | 58.38                      | .00              | 446.61           | 553.39                    | 45            | 410.00     |
| 610.1110                               | Communications- Wireless                        | 3,920.00       | .00               | 3,920.00       | 186.09                     | .00              | 1,570.92         | 2,349.08                  | 40            | 1,050.00   |
| 620.114                                | Advertising                                     | 500.00         | .00               | 500.00         | .00                        | .00              | 195.00           | 305.00                    | 39            | 70.00      |
| 640.124                                | Travel Expense                                  | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             | .00        |
| 650.127                                | Electricity                                     | 96,591.00      | .00               | 96,591.00      | 5,891.74                   | .00              | 40,453.14        | 56,137.86                 | 42            | 54,450.00  |
| 650.133                                | Stormwater                                      | 9,899.00       | .00               | 9,899.00       | 800.95                     | .00              | 5,606.65         | 4,292.35                  | 57            | 5,600.00   |
| 650.134                                | Security Lights                                 | 1,495.00       | .00               | 1,495.00       | 121.00                     | .00              | 847.00           | 648.00                    | 57            | 840.00     |
| 650.1271                               | Electricity- Sales Tax                          | 3,208.00       | .00               | 3,208.00       | 199.32                     | .00              | 1,344.71         | 1,863.29                  | 42            | 1,750.00   |
| 660.105                                | COVID-19 Pandemic Expense                       | .00            | .00               | .00            | .00                        | .00              | 480.00           | (480.00)                  | +++           | .00        |
| 660.133                                | Repairs & Maint. Services                       | 70,800.00      | 108,542.00        | 179,342.00     | 5,561.85                   | 9,691.51         | 145,542.75       | 24,107.74                 | 87            | 29,440.00  |
| 660.139                                | Fleet Services-RTA Mtce Allocation              | 18,836.00      | .00               | 18,836.00      | 62.55                      | .00              | 8,925.64         | 9,910.36                  | 47            | 13,580.00  |
| 660.145                                | Gasoline & Oil                                  | 15,301.00      | .00               | 15,301.00      | 1,406.22                   | .00              | 8,916.66         | 6,384.34                  | 58            | 6,130.00   |
| 660.1391                               | Fleet Services -Departmental Expense Allocation | 14,881.00      | .00               | 14,881.00      | 1,615.72                   | .00              | 13,709.50        | 1,171.50                  | 92            | 10,160.00  |
| 660.1392                               | Fleet Svcs- Outside Vends                       | 506.00         | .00               | 506.00         | .00                        | .00              | 1,142.92         | (636.92)                  | 226           | 330.00     |
| 670.156                                | Equipment Rental/Lease                          | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | .00              | 6,000.00                  | 0             | .00        |
| 685.180                                | Membership Dues and Fees                        | 680.00         | .00               | 680.00         | .00                        | .00              | .00              | 680.00                    | 0             | .00        |
| 685.182                                | Other Operating Expenses                        | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             | .00        |
| 685.183                                | Depreciation                                    | 379,294.00     | .00               | 379,294.00     | 33,447.31                  | .00              | 211,109.33       | 168,184.67                | 56            | 193,650.00 |
| 685.186                                | Training                                        | 650.00         | .00               | 650.00         | .00                        | .00              | .00              | 650.00                    | 0             | 90.00      |
| 686.187                                | Professional Services                           | 28,900.00      | .00               | 28,900.00      | 586.65                     | 16,872.25        | 1,253.25         | 10,774.50                 | 63            | 990.00     |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly





# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                       | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-----------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0032 - Wastewater Fund                   |                            |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                       |                            |                |                   |                |                            |                  |                  |                           |               |            |
| Department 18 - Wastewater Collections        |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 686.189                                       | Employee Medical           | 910.00         | .00               | 910.00         | .00                        | .00              | 100.00           | 810.00                    | 11            | 27%        |
| 686.191                                       | Contract Services/Studies  | 2,040.00       | .00               | 2,040.00       | 492.12                     | .00              | 1,309.38         | 730.62                    | 64            | 88%        |
| 686.195                                       | Repair/Maint Svc Contract  | 15,000.00      | .00               | 15,000.00      | .00                        | .00              | .00              | 15,000.00                 | 0             |            |
| 686.196                                       | Bank Charges/Fees          | 6,750.00       | .00               | 6,750.00       | 250.66                     | .00              | 3,110.62         | 3,639.38                  | 46            | 9,00%      |
| 686.199                                       | Internal Engineering       | 20,000.00      | .00               | 20,000.00      | 612.12                     | .00              | 4,980.11         | 15,019.89                 | 25            | 7,17%      |
| 686.1895                                      | Employee wellness services | 4,800.00       | .00               | 4,800.00       | .00                        | .00              | 1,691.91         | 3,108.09                  | 35            | 2,44%      |
| 687.202                                       | Utility Billing Services   | 7,500.00       | .00               | 7,500.00       | 92.85                      | 623.79           | 3,937.71         | 2,938.50                  | 61            | 4,55%      |
| 687.204                                       | Janitorial Services        | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 1,640.58         | (640.58)                  | 164           | 32%        |
| 702.106                                       | Interest- Bonds            | 32,639.00      | .00               | 32,639.00      | 6,833.32                   | .00              | 23,551.68        | 9,087.32                  | 72            | 24,81%     |
| 702.110                                       | Bond Principal             | 104,447.00     | .00               | 104,447.00     | 20,853.60                  | .00              | 72,678.58        | 31,768.42                 | 70            | 71,41%     |
| 703.1001                                      | Agent Fees                 | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | 4,112.50         | (1,112.50)                | 137           |            |
| 720.001                                       | Provision for Bad Debts    | 7,500.00       | .00               | 7,500.00       | 625.00                     | .00              | 4,375.00         | 3,125.00                  | 58            | 4,37%      |
| 750.124                                       | Transfers to General Fund  | 190,100.00     | .00               | 190,100.00     | 15,841.67                  | .00              | 110,891.69       | 79,208.31                 | 58            | 104,11%    |
| 795.995                                       | GF Cost Distribution       | 82,467.00      | .00               | 82,467.00      | 6,872.25                   | .00              | 48,105.75        | 34,361.25                 | 58            | 48,51%     |
| 795.999                                       | Allocation G&A Services    | 84,100.00      | .00               | 84,100.00      | 5,432.17                   | .00              | 37,977.95        | 46,122.05                 | 45            | 48,86%     |
| 900.911                                       | Sewer Improvement Projects | 150,000.00     | (108,542.00)      | 41,458.00      | .00                        | .00              | .00              | 41,458.00                 | 0             |            |
| 900.3700                                      | Wastewater Collection Sys  | 565,000.00     | .00               | 565,000.00     | .00                        | (4,846.00)       | 4,846.00         | 565,000.00                | 0             | 5,23%      |
| 900.4100                                      | Vehicles                   | 560,000.00     | .00               | 560,000.00     | 526.79                     | .00              | 417,358.04       | 142,641.96                | 75            |            |
| 900.4300                                      | Other Equipment            | 7,000.00       | (7,000.00)        | .00            | .00                        | .00              | .00              | .00                       | +++           | 11,27%     |
| 7999.9999                                     | Principal Reclassified     | (104,447.00)   | .00               | (104,447.00)   | (20,853.60)                | .00              | (72,678.58)      | (31,768.42)               | 70            | (71,415    |
| 9999.9999                                     | Assets Reclassified        | (1,282,000.00) | .00               | (1,282,000.00) | (526.79)                   | .00              | (422,204.04)     | (859,795.96)              | 33            | (16,508    |
| Department 18 - Wastewater Collections Totals |                            | \$1,635,652.00 | \$0.00            | \$1,635,652.00 | \$136,613.19               | \$43,203.88      | \$958,513.62     | \$633,934.50              | 61%           | \$838,79%  |
| Department 34 - Regional Wastewater Plant     |                            |                |                   |                |                            |                  |                  |                           |               |            |
| 400.101                                       | Regular Pay                | 251,520.00     | .00               | 251,520.00     | 19,176.24                  | .00              | 143,400.48       | 108,119.52                | 57            | 130,39%    |
| 401.103                                       | Overtime                   | 9,931.00       | .00               | 9,931.00       | 785.26                     | .00              | 5,388.92         | 4,542.08                  | 54            | 5,71%      |
| 401.105                                       | On-call pay                | 7,020.00       | .00               | 7,020.00       | 533.32                     | .00              | 3,999.90         | 3,020.10                  | 57            | 3,99%      |
| 405.114                                       | FICA                       | 20,538.00      | .00               | 20,538.00      | 1,455.58                   | .00              | 10,717.32        | 9,820.68                  | 52            | 9,80%      |
| 406.116                                       | Retirement                 | 43,296.00      | .00               | 43,296.00      | 3,274.40                   | .00              | 23,485.30        | 19,810.70                 | 54            | 21,33%     |
| 408.125                                       | SCMIT Worker's Comp Ins.   | 11,509.00      | .00               | 11,509.00      | 1,213.74                   | 1,213.74         | 4,208.96         | 6,086.30                  | 47            | 9,07%      |
| 410.001                                       | Health Claims Cost         | 49,829.00      | .00               | 49,829.00      | 3,932.06                   | .00              | 28,502.20        | 21,326.80                 | 57            | 30,60%     |
| 500.101                                       | Supplies and Materials     | 2,300.00       | .00               | 2,300.00       | 254.16                     | .00              | 1,787.96         | 512.04                    | 78            | 3,51%      |
| 500.102                                       | Equipment                  | 13,500.00      | .00               | 13,500.00      | .00                        | .00              | 8,087.95         | 5,412.05                  | 60            | 4,77%      |
| 501.101                                       | Uniforms and Clothing      | 4,000.00       | .00               | 4,000.00       | .00                        | .00              | 1,555.10         | 2,444.90                  | 39            | 94%        |
| 512.108                                       | Chemicals                  | 135,250.00     | .00               | 135,250.00     | 4,929.28                   | 53,481.90        | 39,423.04        | 42,345.06                 | 69            | 58,05%     |
| 512.109                                       | Laboratory Supplies        | 28,000.00      | .00               | 28,000.00      | 980.39                     | 3,342.19         | 8,608.41         | 16,049.40                 | 43            | 11,14%     |
| 515.121                                       | Safety Supplies            | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             |            |
| 515.124                                       | Department Supplies        | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 7%         |
| 515.129                                       | Permit Fees Due To Others  | 9,100.00       | .00               | 9,100.00       | .00                        | .00              | 8,098.98         | 1,001.02                  | 89            | 8,02%      |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                   | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|-------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0032 - Wastewater Fund               |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                   |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 34 - Regional Wastewater Plant |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 532.148                                   | Small Hand Tools                                | 300.00         | .00               | 300.00         | 90.08                      | .00              | 251.85           | 48.15                     | 84            | 23         |
| 600.110                                   | SCMIRF Property/Liab Ins                        | 235,052.00     | .00               | 235,052.00     | 106,568.23                 | .00              | 213,409.87       | 21,642.13                 | 91            | 16,82      |
| 610.111                                   | Communications- Landline                        | 2,400.00       | .00               | 2,400.00       | 153.22                     | .00              | 1,250.41         | 1,149.59                  | 52            | 1,23       |
| 610.112                                   | Postage                                         | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 574.06           | 425.94                    | 57            | 53         |
| 610.1110                                  | Communications- Wireless                        | 660.00         | .00               | 660.00         | 65.44                      | .00              | 392.98           | 267.02                    | 60            | 34         |
| 620.114                                   | Advertising                                     | 500.00         | .00               | 500.00         | .00                        | .00              | .00              | 500.00                    | 0             | 7          |
| 640.124                                   | Travel Expense                                  | 100.00         | .00               | 100.00         | .00                        | .00              | 14.00            | 86.00                     | 14            | 2          |
| 650.127                                   | Electricity                                     | 321,141.00     | .00               | 321,141.00     | 23,007.70                  | .00              | 182,281.05       | 138,859.95                | 57            | 185,55     |
| 650.128                                   | Water                                           | 3,394.00       | .00               | 3,394.00       | 111.68                     | .00              | 799.62           | 2,594.38                  | 24            | 1,96       |
| 650.130                                   | Sanitation                                      | 3,239.00       | .00               | 3,239.00       | 262.13                     | .00              | 1,834.91         | 1,404.09                  | 57            | 1,83       |
| 650.133                                   | Stormwater                                      | 2,602.00       | .00               | 2,602.00       | 210.53                     | .00              | 1,473.71         | 1,128.29                  | 57            | 1,47       |
| 650.134                                   | Security Lights                                 | 4,288.00       | .00               | 4,288.00       | 347.00                     | .00              | 2,429.00         | 1,859.00                  | 57            | 2,42       |
| 650.1271                                  | Electricity- Sales Tax                          | 12,412.00      | .00               | 12,412.00      | 953.49                     | .00              | 6,986.94         | 5,425.06                  | 56            | 7,02       |
| 660.105                                   | COVID-19 Pandemic Expense                       | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 4          |
| 660.133                                   | Repairs & Maint. Services                       | 94,000.00      | .00               | 94,000.00      | 8,575.20                   | 24,256.09        | 57,961.87        | 11,782.04                 | 87            | 27,78      |
| 660.139                                   | Fleet Services-RTA Mtce Allocation              | 3,859.00       | .00               | 3,859.00       | 466.92                     | .00              | 1,402.80         | 2,456.20                  | 36            | 2,59       |
| 660.145                                   | Gasoline & Oil                                  | 2,322.00       | .00               | 2,322.00       | 62.69                      | .00              | 865.98           | 1,456.02                  | 37            | 1,12       |
| 660.1391                                  | Fleet Services -Departmental Expense Allocation | 2,737.00       | .00               | 2,737.00       | 411.26                     | .00              | 1,464.06         | 1,272.94                  | 53            | 1,80       |
| 670.156                                   | Equipment Rental/Lease                          | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 964.17           | 535.83                    | 64            | 90         |
| 685.180                                   | Membership Dues and Fees                        | 425.00         | .00               | 425.00         | .00                        | .00              | 45.00            | 380.00                    | 11            | 9          |
| 685.182                                   | Other Operating Expenses                        | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | 51.00            | 949.00                    | 5             |            |
| 685.183                                   | Depreciation                                    | 2,471.00       | .00               | 2,471.00       | 214.38                     | .00              | 1,500.63         | 970.37                    | 61            | 1,44       |
| 685.186                                   | Training                                        | 960.00         | .00               | 960.00         | .00                        | .00              | 187.50           | 772.50                    | 20            | 18         |
| 685.190                                   | Landfill Fees                                   | 100,000.00     | .00               | 100,000.00     | 9,510.48                   | .00              | 18,185.86        | 81,814.14                 | 18            | 25,82      |
| 686.187                                   | Professional Services                           | 33,850.00      | .00               | 33,850.00      | 1,917.57                   | .00              | 4,572.57         | 29,277.43                 | 14            | 4,41       |
| 686.189                                   | Employee Medical                                | 1,010.00       | .00               | 1,010.00       | .00                        | .00              | 150.00           | 860.00                    | 15            | 31         |
| 686.195                                   | Repair/Maint Svc Contract                       | 2,220.00       | .00               | 2,220.00       | .00                        | .00              | 1,461.23         | 758.77                    | 66            | 1,46       |
| 686.199                                   | Internal Engineering                            | .00            | .00               | .00            | 1,224.24                   | .00              | 9,960.16         | (9,960.16)                | +++           | 14,35      |
| 686.1895                                  | Employee wellness services                      | 3,240.00       | .00               | 3,240.00       | .00                        | .00              | 1,208.51         | 2,031.49                  | 37            | 1,74       |
| 687.204                                   | Janitorial Services                             | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 1,30       |
| 702.106                                   | Interest- Bonds                                 | 176,751.00     | .00               | 176,751.00     | .00                        | .00              | 88,788.62        | 87,962.38                 | 50            | 80,25      |
| 702.110                                   | Bond Principal                                  | 572,810.00     | .00               | 572,810.00     | .00                        | .00              | .00              | 572,810.00                | 0             |            |
| 703.109                                   | Agents Fee                                      | 5,800.00       | .00               | 5,800.00       | .00                        | .00              | 2,862.50         | 2,937.50                  | 49            | 4,47       |
| 750.124                                   | Transfers to General Fund                       | 126,252.00     | .00               | 126,252.00     | 10,520.99                  | .00              | 73,646.94        | 52,605.06                 | 58            | 69,14      |
| 795.995                                   | GF Cost Distribution                            | 54,770.00      | .00               | 54,770.00      | 4,564.17                   | .00              | 31,949.19        | 22,820.81                 | 58            | 32,21      |
| 795.999                                   | Allocation G&A Services                         | .00            | .00               | .00            | 5,432.17                   | .00              | 37,977.95        | (37,977.95)               | +++           | 48,86      |
| 900.3000                                  | Buildings & Improvements                        | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 7,09       |
| 900.4300                                  | Other Equipment                                 | 30,000.00      | .00               | 30,000.00      | .00                        | 14,373.99        | .00              | 15,626.01                 | 48            |            |



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                          | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|--------------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0032 - Wastewater Fund                      |                            |                |                   |                |                            |                  |                  |                           |               |             |
| EXPENSE                                          |                            |                |                   |                |                            |                  |                  |                           |               |             |
| Department 34 - Regional Wastewater Plant        |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 900.7000                                         | Regional Wstewtr Treatmnt  | .00            | .00               | .00            | .00                        | (56,480.20)      | 56,477.95        | 2.25                      | +++           |             |
| 7999.9999                                        | Principal Reclassified     | (572,811.00)   | .00               | (572,811.00)   | .00                        | .00              | .00              | (572,811.00)              | 0             |             |
| 9999.9999                                        | Assets Reclassified        | (30,000.00)    | .00               | (30,000.00)    | .00                        | .00              | (56,477.95)      | 26,477.95                 | 188           | (7,093      |
| Sub Department 17 - Wastewater Treatment         |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 410.003                                          | OPEB cost                  | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | .00              | 6,000.00                  | 0             |             |
| 685.183                                          | Depreciation               | 639,354.00     | .00               | 639,354.00     | 53,032.01                  | .00              | 371,554.97       | 267,799.03                | 58            | 372,950     |
| Sub Department 17 - Wastewater Treatment Totals  |                            | \$645,354.00   | \$0.00            | \$645,354.00   | \$53,032.01                | \$0.00           | \$371,554.97     | \$273,799.03              | 58%           | \$372,950   |
| Department 34 - Regional Wastewater Plant Totals |                            | \$2,432,001.00 | \$0.00            | \$2,432,001.00 | \$264,236.01               | \$40,187.71      | \$1,405,724.43   | \$986,088.86              | 59%           | \$1,210,330 |
| EXPENSE TOTALS                                   |                            | \$4,067,653.00 | \$0.00            | \$4,067,653.00 | \$400,849.20               | \$83,391.59      | \$2,364,238.05   | \$1,620,023.36            | 60%           | \$2,049,120 |
| Fund 0032 - Wastewater Fund Totals               |                            |                |                   |                |                            |                  |                  |                           |               |             |
| REVENUE TOTALS                                   |                            | 4,067,653.00   | .00               | 4,067,653.00   | 327,605.57                 | .00              | 1,883,022.87     | 2,184,630.13              | 46%           | 2,262,210   |
| EXPENSE TOTALS                                   |                            | 4,067,653.00   | .00               | 4,067,653.00   | 400,849.20                 | 83,391.59        | 2,364,238.05     | 1,620,023.36              | 60%           | 2,049,120   |
| Fund 0032 - Wastewater Fund Totals               |                            | \$0.00         | \$0.00            | \$0.00         | (\$73,243.63)              | (\$83,391.59)    | (\$481,215.18)   | \$564,606.77              |               | \$213,080   |
| Fund 0033 - Stormwater Utility Fund              |                            |                |                   |                |                            |                  |                  |                           |               |             |
| REVENUE                                          |                            |                |                   |                |                            |                  |                  |                           |               |             |
| Department 00 - Revenue                          |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 301.000                                          | Sale Of Utilities          | 1,150,000.00   | .00               | 1,150,000.00   | 78,669.93                  | .00              | 550,696.23       | 599,303.77                | 48            | 497,870     |
| 302.001                                          | Penalties                  | 8,500.00       | .00               | 8,500.00       | 910.24                     | .00              | 5,736.94         | 2,763.06                  | 67            | 5,540       |
| 331.000                                          | Federal Grants             | 402,000.00     | .00               | 402,000.00     | .00                        | .00              | .00              | 402,000.00                | 0             |             |
| 369.002                                          | Miscellaneous Revenue      | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 450         |
| 395.001                                          | Transfer from General Fund | 309,418.00     | .00               | 309,418.00     | .00                        | .00              | 309,418.00       | .00                       | 100           |             |
| Department 00 - Revenue Totals                   |                            | \$1,870,918.00 | \$0.00            | \$1,870,918.00 | \$79,580.17                | \$0.00           | \$865,851.17     | \$1,005,066.83            | 46%           | \$503,870   |
| REVENUE TOTALS                                   |                            | \$1,870,918.00 | \$0.00            | \$1,870,918.00 | \$79,580.17                | \$0.00           | \$865,851.17     | \$1,005,066.83            | 46%           | \$503,870   |
| EXPENSE                                          |                            |                |                   |                |                            |                  |                  |                           |               |             |
| Department 40 - Storm Water Utility Exp.         |                            |                |                   |                |                            |                  |                  |                           |               |             |
| 400.101                                          | Regular Pay                | 197,659.00     | .00               | 197,659.00     | 14,766.23                  | .00              | 48,440.53        | 149,218.47                | 25            | 105,670     |
| 401.103                                          | Overtime                   | 3,500.00       | .00               | 3,500.00       | 452.54                     | .00              | 1,648.76         | 1,851.24                  | 47            | 530         |
| 401.105                                          | On-call pay                | 2,600.00       | .00               | 2,600.00       | 300.00                     | .00              | 1,800.00         | 800.00                    | 69            | 1,500       |
| 405.114                                          | FICA                       | 15,445.00      | .00               | 15,445.00      | 1,070.21                   | .00              | 3,073.07         | 12,371.93                 | 20            | 7,310       |
| 406.116                                          | Retirement                 | 33,002.00      | .00               | 33,002.00      | 2,477.05                   | .00              | 7,792.69         | 25,209.31                 | 24            | 16,360      |
| 408.125                                          | SCMIT Worker's Comp Ins.   | 9,626.00       | .00               | 9,626.00       | 3,833.40                   | 3,833.40         | 12,504.55        | (6,711.95)                | 170           | 12,880      |
| 410.001                                          | Health Claims Cost         | 52,202.00      | .00               | 52,202.00      | 4,268.46                   | .00              | 30,162.54        | 22,039.46                 | 58            | 30,200      |
| 410.002                                          | Health Claim Costs-Retire  | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           |             |
| 410.003                                          | OPEB cost                  | 5,000.00       | .00               | 5,000.00       | .00                        | .00              | .00              | 5,000.00                  | 0             |             |
| 500.101                                          | Supplies and Materials     | 2,450.00       | .00               | 2,450.00       | 46.61                      | .00              | 299.25           | 2,150.75                  | 12            | 1,090       |
| 500.102                                          | Equipment                  | 6,000.00       | .00               | 6,000.00       | .00                        | (23,357.66)      | 23,357.66        | 6,000.00                  | 0             | 5,130       |
| 501.101                                          | Uniforms and Clothing      | 4,400.00       | .00               | 4,400.00       | 185.50                     | .00              | 1,409.96         | 2,990.04                  | 32            | 1,750       |



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                  | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0033 - Stormwater Utility Fund      |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                  |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 40 - Storm Water Utility Exp. |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 513.112                                  | Asphalt/Concrete/Gravel                         | 7,000.00       | .00               | 7,000.00       | .00                        | 2,900.32         | 919.68           | 3,180.00                  | 55            | 1,430      |
| 514.112                                  | SW Collection Syst Supply                       | 4,050.00       | .00               | 4,050.00       | .00                        | .00              | .00              | 4,050.00                  | 0             | 61         |
| 515.121                                  | Safety Supplies                                 | 600.00         | .00               | 600.00         | .00                        | .00              | .00              | 600.00                    | 0             | 300        |
| 532.148                                  | Small Hand Tools                                | 300.00         | .00               | 300.00         | .00                        | .00              | .00              | 300.00                    | 0             |            |
| 600.110                                  | SCMIRF Property/Liab Ins                        | 56,632.00      | .00               | 56,632.00      | 25,676.18                  | .00              | 51,418.24        | 5,213.76                  | 91            | 6,490      |
| 610.111                                  | Communications- Landline                        | 1,500.00       | .00               | 1,500.00       | 64.79                      | .00              | 878.24           | 621.76                    | 59            | 820        |
| 610.112                                  | Postage                                         | 300.00         | .00               | 300.00         | 20.13                      | .00              | 153.99           | 146.01                    | 51            | 140        |
| 610.1110                                 | Communications- Wireless                        | 2,060.00       | .00               | 2,060.00       | 79.33                      | .00              | 961.57           | 1,098.43                  | 47            | 290        |
| 620.114                                  | Advertising                                     | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 640.124                                  | Travel Expense                                  | 100.00         | .00               | 100.00         | .00                        | .00              | .00              | 100.00                    | 0             |            |
| 650.127                                  | Electricity                                     | 5,199.00       | .00               | 5,199.00       | 380.15                     | .00              | 2,835.99         | 2,363.01                  | 55            | 2,940      |
| 650.128                                  | Water                                           | 269.00         | .00               | 269.00         | 25.73                      | .00              | 171.53           | 97.47                     | 64            | 150        |
| 650.133                                  | Stormwater                                      | 16,975.00      | .00               | 16,975.00      | 1,373.40                   | .00              | 9,613.80         | 7,361.20                  | 57            | 9,610      |
| 650.134                                  | Security Lights                                 | 988.00         | .00               | 988.00         | 80.00                      | .00              | 560.00           | 428.00                    | 57            | 560        |
| 650.1271                                 | Electricity- Sales Tax                          | 22.00          | .00               | 22.00          | .04                        | .00              | 7.95             | 14.05                     | 36            | 10         |
| 660.105                                  | COVID-19 Pandemic Expense                       | .00            | .00               | .00            | .00                        | .00              | 120.00           | (120.00)                  | +++           |            |
| 660.133                                  | Repairs & Maint. Services                       | 33,500.00      | .00               | 33,500.00      | 9,874.42                   | (11,845.30)      | 30,368.49        | 14,976.81                 | 55            | 24,350     |
| 660.139                                  | Fleet Services-RTA Mtce Allocation              | 10,180.00      | .00               | 10,180.00      | 839.34                     | .00              | 5,661.90         | 4,518.10                  | 56            | 6,260      |
| 660.145                                  | Gasoline & Oil                                  | 17,810.00      | .00               | 17,810.00      | 1,892.29                   | .00              | 14,263.40        | 3,546.60                  | 80            | 8,660      |
| 660.1391                                 | Fleet Services -Departmental Expense Allocation | 14,782.00      | .00               | 14,782.00      | 1,820.73                   | .00              | 13,344.81        | 1,437.19                  | 90            | 9,340      |
| 660.1392                                 | Fleet Svcs- Outside Vends                       | 4,434.00       | .00               | 4,434.00       | .00                        | .00              | 997.46           | 3,436.54                  | 22            | 2,510      |
| 670.156                                  | Equipment Rental/Lease                          | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 681.100                                  | Capital Lease Principal                         | 45,914.00      | .00               | 45,914.00      | .00                        | .00              | 44,878.18        | 1,035.82                  | 98            | 44,870     |
| 681.120                                  | Capital Lease Interest                          | 4,391.00       | .00               | 4,391.00       | .00                        | .00              | 5,428.50         | (1,037.50)                | 124           | 5,420      |
| 685.180                                  | Membership Dues and Fees                        | 200.00         | .00               | 200.00         | .00                        | .00              | .00              | 200.00                    | 0             |            |
| 685.182                                  | Other Operating Expenses                        | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             |            |
| 685.183                                  | Depreciation                                    | 520,611.00     | .00               | 520,611.00     | 43,594.86                  | .00              | 305,163.69       | 215,447.31                | 59            | 299,760    |
| 685.186                                  | Training                                        | 50.00          | .00               | 50.00          | .00                        | .00              | .00              | 50.00                     | 0             |            |
| 686.187                                  | Professional Services                           | 5,040.00       | .00               | 5,040.00       | 166.65                     | 1,944.25         | 1,233.25         | 1,862.50                  | 63            | 990        |
| 686.189                                  | Employee Medical                                | 455.00         | .00               | 455.00         | .00                        | .00              | 60.00            | 395.00                    | 13            | 100        |
| 686.195                                  | Repair/Maint Svc Contract                       | 4,500.00       | .00               | 4,500.00       | .00                        | .00              | .00              | 4,500.00                  | 0             |            |
| 686.196                                  | Bank Charges/Fees                               | 5,000.00       | .00               | 5,000.00       | 83.55                      | .00              | 1,036.86         | 3,963.14                  | 21            | 3,000      |
| 686.199                                  | Internal Engineering                            | 33,000.00      | .00               | 33,000.00      | 1,224.24                   | .00              | 9,960.16         | 23,039.84                 | 30            | 14,350     |
| 686.1895                                 | Employee wellness services                      | 3,300.00       | .00               | 3,300.00       | .00                        | .00              | 1,208.51         | 2,091.49                  | 37            | 1,740      |
| 687.202                                  | Utility Billing Services                        | 2,800.00       | .00               | 2,800.00       | 32.01                      | 215.10           | 1,357.84         | 1,227.06                  | 56            | 1,560      |
| 687.204                                  | Janitorial Services                             | 750.00         | .00               | 750.00         | .00                        | .00              | 411.84           | 338.16                    | 55            | 320        |
| 690.002                                  | Settlement Costs                                | 80,000.00      | .00               | 80,000.00      | .00                        | .00              | .00              | 80,000.00                 | 0             |            |
| 720.001                                  | Provision for Bad Debts                         | 1,550.00       | .00               | 1,550.00       | 129.17                     | .00              | 904.19           | 645.81                    | 58            | 900        |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

**16.J.6**

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                         | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year  |
|-------------------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|-------------|
| Fund 0033 - Stormwater Utility Fund             |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| EXPENSE                                         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Department 40 - Storm Water Utility Exp.        |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 750.124                                         | Transfers to General Fund                       | 170,607.00     | .00               | 170,607.00     | 14,217.25                  | .00              | 99,520.75        | 71,086.25                 | 58            | 93,941      |
| 795.995                                         | GF Cost Distribution                            | 49,415.00      | .00               | 49,415.00      | 4,117.92                   | .00              | 28,825.44        | 20,589.56                 | 58            | 29,061      |
| 795.999                                         | Allocation G&A Services                         | 31,350.00      | .00               | 31,350.00      | 2,172.86                   | .00              | 15,191.17        | 16,158.83                 | 48            | 19,541      |
| 900.956                                         | Stormwater System Improvements EDA #04-79-07494 | 402,000.00     | .00               | 402,000.00     | .00                        | 597,200.00       | .00              | (195,200.00)              | 149           |             |
| 900.1000                                        | Infrastructure Improvements                     | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 111,771     |
| 900.4300                                        | Other Equipment                                 | 300,000.00     | .00               | 300,000.00     | .00                        | .00              | .00              | 300,000.00                | 0             |             |
| 950.962                                         | Drainage Improvements                           | 12,000.00      | .00               | 12,000.00      | .00                        | .00              | .00              | 12,000.00                 | 0             |             |
| 9999.9999                                       | Assets Reclassified                             | (312,000.00)   | .00               | (312,000.00)   | .00                        | .00              | .00              | (312,000.00)              | 0             | (107,587)   |
| Department 40 - Storm Water Utility Exp. Totals |                                                 | \$1,870,918.00 | \$0.00            | \$1,870,918.00 | \$135,265.04               | \$570,890.11     | \$777,946.44     | \$522,081.45              | 72%           | \$776,281   |
| EXPENSE TOTALS                                  |                                                 | \$1,870,918.00 | \$0.00            | \$1,870,918.00 | \$135,265.04               | \$570,890.11     | \$777,946.44     | \$522,081.45              | 72%           | \$776,281   |
| Fund 0033 - Stormwater Utility Fund Totals      |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| REVENUE TOTALS                                  |                                                 | 1,870,918.00   | .00               | 1,870,918.00   | 79,580.17                  | .00              | 865,851.17       | 1,005,066.83              | 46%           | 503,871     |
| EXPENSE TOTALS                                  |                                                 | 1,870,918.00   | .00               | 1,870,918.00   | 135,265.04                 | 570,890.11       | 777,946.44       | 522,081.45                | 72%           | 776,281     |
| Fund 0033 - Stormwater Utility Fund Totals      |                                                 | \$0.00         | \$0.00            | \$0.00         | (\$55,684.87)              | (\$570,890.11)   | \$87,904.73      | \$482,985.38              |               | (\$272,411) |
| Fund 0035 - Waste Management Fund               |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| REVENUE                                         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Department 00 - Revenue                         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 331.000                                         | Federal Grants                                  | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 37,771      |
| 344.001                                         | Refuse Col Chge-Resident                        | 780,000.00     | .00               | 780,000.00     | 64,354.79                  | .00              | 451,840.33       | 328,159.67                | 58            | 456,441     |
| 344.002                                         | Refuse Col Chge-Comm                            | 145,000.00     | .00               | 145,000.00     | 12,657.97                  | .00              | 88,331.79        | 56,668.21                 | 61            | 86,651      |
| 344.003                                         | Sanitation Fee Penalties                        | 15,000.00      | .00               | 15,000.00      | 1,361.90                   | .00              | 8,731.29         | 6,268.71                  | 58            | 9,301       |
| 361.001                                         | Investment Earnings                             | .00            | .00               | .00            | .00                        | .00              | .72              | (.72)                     | +++           | 11          |
| 369.002                                         | Miscellaneous Revenue                           | .00            | .00               | .00            | .00                        | .00              | 153.60           | (153.60)                  | +++           |             |
| 369.003                                         | Insurance Proceeds                              | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 7,241       |
| 391.001                                         | Sale of Assets                                  | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 2,801       |
| Department 00 - Revenue Totals                  |                                                 | \$941,000.00   | \$0.00            | \$941,000.00   | \$78,374.66                | \$0.00           | \$549,057.73     | \$391,942.27              | 58%           | \$600,241   |
| REVENUE TOTALS                                  |                                                 | \$941,000.00   | \$0.00            | \$941,000.00   | \$78,374.66                | \$0.00           | \$549,057.73     | \$391,942.27              | 58%           | \$600,241   |
| EXPENSE                                         |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| Department 31 - Residential Sanitation          |                                                 |                |                   |                |                            |                  |                  |                           |               |             |
| 400.101                                         | Regular Pay                                     | 258,289.00     | .00               | 258,289.00     | 12,685.26                  | .00              | 151,895.87       | 106,393.13                | 59            | 150,711     |
| 401.103                                         | Overtime                                        | 19,560.00      | .00               | 19,560.00      | 2,952.17                   | .00              | 16,783.86        | 2,776.14                  | 86            | 9,381       |
| 405.114                                         | FICA                                            | 21,255.00      | .00               | 21,255.00      | 1,133.12                   | .00              | 12,258.80        | 8,996.20                  | 58            | 11,231      |
| 406.116                                         | Retirement                                      | 46,012.00      | .00               | 46,012.00      | 2,483.84                   | .00              | 25,533.30        | 20,478.70                 | 55            | 24,231      |
| 408.125                                         | SCMIT Worker's Comp Ins.                        | 12,577.00      | .00               | 12,577.00      | 9,659.35                   | 9,659.35         | 33,483.65        | (30,566.00)               | 343           | 32,631      |
| 410.001                                         | Health Claims Cost                              | 60,782.00      | .00               | 60,782.00      | 3,524.96                   | .00              | 27,801.96        | 32,980.04                 | 46            | 32,971      |
| 410.002                                         | Health Claim Costs-Retire                       | 5,506.00       | .00               | 5,506.00       | 429.36                     | .00              | 1,542.72         | 3,963.28                  | 28            | 4,021       |
| 410.003                                         | OPEB cost                                       | 5,500.00       | .00               | 5,500.00       | .00                        | .00              | .00              | 5,500.00                  | 0             |             |





# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                | Account Description                             | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year |
|----------------------------------------|-------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------|
| Fund 0035 - Waste Management Fund      |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| EXPENSE                                |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| Department 31 - Residential Sanitation |                                                 |                |                   |                |                            |                  |                  |                           |               |            |
| 500.101                                | Supplies and Materials                          | 3,500.00       | .00               | 3,500.00       | 206.03                     | .00              | 2,881.05         | 618.95                    | 82            | 1,110      |
| 501.101                                | Uniforms and Clothing                           | 17,691.00      | .00               | 17,691.00      | 550.96                     | 3,814.53         | 7,378.31         | 6,498.16                  | 63            | 7,311      |
| 515.121                                | Safety Supplies                                 | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 759.91           | 1,240.09                  | 38            | 271        |
| 600.110                                | SCMIRF Property/Liab Ins                        | 4,616.00       | .00               | 4,616.00       | 2,092.73                   | .00              | 4,190.83         | 425.17                    | 91            | 31,291     |
| 610.111                                | Communications- Landline                        | 200.00         | .00               | 200.00         | 10.65                      | .00              | 85.45            | 114.55                    | 43            | 81         |
| 610.112                                | Postage                                         | 500.00         | .00               | 500.00         | 40.75                      | .00              | 643.58           | (143.58)                  | 129           | 290        |
| 620.114                                | Advertising                                     | 800.00         | .00               | 800.00         | .00                        | .00              | 84.00            | 716.00                    | 10            | 71         |
| 640.124                                | Travel Expense                                  | 50.00          | .00               | 50.00          | .00                        | .00              | .00              | 50.00                     | 0             | 0          |
| 650.127                                | Electricity                                     | 1,178.00       | .00               | 1,178.00       | .00                        | .00              | 619.01           | 558.99                    | 53            | 630        |
| 650.128                                | Water                                           | 485.00         | .00               | 485.00         | 79.80                      | .00              | 355.39           | 129.61                    | 73            | 271        |
| 650.129                                | Wastewater                                      | 750.00         | .00               | 750.00         | 109.68                     | .00              | 505.24           | 244.76                    | 67            | 421        |
| 650.130                                | Sanitation                                      | 456.00         | .00               | 456.00         | 36.92                      | .00              | 258.44           | 197.56                    | 57            | 251        |
| 650.133                                | Stormwater                                      | 52.00          | .00               | 52.00          | 4.28                       | .00              | 29.96            | 22.04                     | 58            | 21         |
| 650.134                                | Security Lights                                 | 542.00         | .00               | 542.00         | 43.89                      | .00              | 307.23           | 234.77                    | 57            | 301        |
| 650.1271                               | Electricity- Sales Tax                          | 4.00           | .00               | 4.00           | .16                        | .00              | 1.38             | 2.62                      | 34            | 1          |
| 660.105                                | COVID-19 Pandemic Expense                       | 2,000.00       | .00               | 2,000.00       | .00                        | .00              | 974.40           | 1,025.60                  | 49            | 38,101     |
| 660.136                                | Container Repairs                               | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | 1,061.05         | 438.95                    | 71            | 0          |
| 660.139                                | Fleet Services-RTA Mtce Allocation              | 30,731.00      | .00               | 30,731.00      | 5,657.22                   | .00              | 23,753.41        | 6,977.59                  | 77            | 17,401     |
| 660.145                                | Gasoline & Oil                                  | 44,753.00      | .00               | 44,753.00      | 3,301.24                   | .00              | 27,041.32        | 17,711.68                 | 60            | 18,911     |
| 660.1362                               | Roll-Out Purchases                              | 30,000.00      | .00               | 30,000.00      | .00                        | .00              | 29,347.18        | 652.82                    | 98            | 19,601     |
| 660.1391                               | Fleet Services -Departmental Expense Allocation | 42,710.00      | .00               | 42,710.00      | 5,953.35                   | .00              | 39,217.45        | 3,492.55                  | 92            | 27,711     |
| 660.1392                               | Fleet Svcs- Outside Vends                       | 4,012.00       | .00               | 4,012.00       | 4,257.17                   | .00              | 5,362.57         | (1,350.57)                | 134           | 2,321      |
| 681.100                                | Capital Lease Principal                         | 47,658.00      | .00               | 47,658.00      | .00                        | .00              | 71,377.71        | (23,719.71)               | 150           | 46,581     |
| 681.120                                | Capital Lease Interest                          | 2,227.00       | .00               | 2,227.00       | .00                        | .00              | 5,177.90         | (2,950.90)                | 233           | 3,301      |
| 685.180                                | Membership Dues and Fees                        | 150.00         | .00               | 150.00         | .00                        | .00              | .00              | 150.00                    | 0             | 0          |
| 685.182                                | Other Operating Expenses                        | 750.00         | .00               | 750.00         | .00                        | .00              | 269.64           | 480.36                    | 36            | 61         |
| 685.183                                | Depreciation                                    | 50,640.00      | .00               | 50,640.00      | 4,635.49                   | .00              | 32,448.43        | 18,191.57                 | 64            | 29,531     |
| 685.186                                | Training                                        | 150.00         | .00               | 150.00         | .00                        | .00              | .00              | 150.00                    | 0             | 0          |
| 685.190                                | Landfill Fees                                   | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             | 0          |
| 686.189                                | Employee Medical                                | 800.00         | .00               | 800.00         | 210.00                     | .00              | 529.00           | 271.00                    | 66            | 241        |
| 686.196                                | Bank Charges/Fees                               | 2,500.00       | .00               | 2,500.00       | 100.26                     | .00              | 1,244.23         | 1,255.77                  | 50            | 3,601      |
| 686.1895                               | Employee wellness services                      | 3,000.00       | .00               | 3,000.00       | .00                        | .00              | 1,933.52         | 1,066.48                  | 64            | 2,791      |
| 687.202                                | Utility Billing Services                        | 4,500.00       | .00               | 4,500.00       | 64.81                      | 435.41           | 2,748.58         | 1,316.01                  | 71            | 3,171      |
| 687.203                                | Contract Services                               | 67,500.00      | .00               | 67,500.00      | 6,133.13                   | 30,866.87        | 43,052.79        | (6,419.66)                | 110           | 42,491     |
| 687.204                                | Janitorial Services                             | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | 2,021.40         | 478.60                    | 81            | 1,631      |
| 720.001                                | Provision for Bad Debts                         | 1,500.00       | .00               | 1,500.00       | 125.00                     | .00              | 875.00           | 625.00                    | 58            | 871        |
| 730.120                                | Recycling Labor                                 | 37,000.00      | .00               | 37,000.00      | 3,373.01                   | 18,500.00        | 17,479.83        | 1,020.17                  | 97            | 16,951     |
| 730.122                                | Recycling Operating                             | 5,000.00       | .00               | 5,000.00       | 442.89                     | .00              | 4,810.66         | 189.34                    | 96            | 1,771      |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                       | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year     |
|-----------------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|----------------|
| Fund 0035 - Waste Management Fund             |                            |                |                   |                |                            |                  |                  |                           |               |                |
| EXPENSE                                       |                            |                |                   |                |                            |                  |                  |                           |               |                |
| Department 31 - Residential Sanitation        |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 795.001                                       | IT Internal Allocations    | 8,837.00       | .00               | 8,837.00       | 334.72                     | .00              | 2,827.42         | 6,009.58                  | 32            | 2,777.00       |
| 795.002                                       | IT Billable Services       | .00            | .00               | .00            | .00                        | .00              | 415.87           | (415.87)                  | +++           |                |
| 795.995                                       | GF Cost Distribution       | 87,277.00      | .00               | 87,277.00      | 7,273.08                   | .00              | 50,911.56        | 36,365.44                 | 58            | 51,339.00      |
| 900.4200                                      | Heavy Equipment            | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 116,344.00     |
| 9999.9999                                     | Assets Reclassified        | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | (116,344.00)   |
| Department 31 - Residential Sanitation Totals |                            | \$941,000.00   | \$0.00            | \$941,000.00   | \$77,905.28                | \$63,276.16      | \$652,280.86     | \$225,442.98              | 76%           | \$638,800.00   |
| Department 32 - Commercial Sanitation         |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 410.001                                       | Health Claims Cost         | .00            | .00               | .00            | .00                        | .00              | (133.32)         | 133.32                    | +++           | (533.00)       |
| Department 32 - Commercial Sanitation Totals  |                            | \$0.00         | \$0.00            | \$0.00         | \$0.00                     | \$0.00           | (\$133.32)       | \$133.32                  | +++           | (\$533.00)     |
| EXPENSE TOTALS                                |                            | \$941,000.00   | \$0.00            | \$941,000.00   | \$77,905.28                | \$63,276.16      | \$652,147.54     | \$225,576.30              | 76%           | \$638,267.00   |
| Fund 0035 - Waste Management Fund Totals      |                            |                |                   |                |                            |                  |                  |                           |               |                |
| REVENUE TOTALS                                |                            | 941,000.00     | .00               | 941,000.00     | 78,374.66                  | .00              | 549,057.73       | 391,942.27                | 58%           | 600,244.00     |
| EXPENSE TOTALS                                |                            | 941,000.00     | .00               | 941,000.00     | 77,905.28                  | 63,276.16        | 652,147.54       | 225,576.30                | 76%           | 638,267.00     |
| Fund 0035 - Waste Management Fund Totals      |                            | \$0.00         | \$0.00            | \$0.00         | \$469.38                   | (\$63,276.16)    | (\$103,089.81)   | \$166,365.97              |               | (\$38,024.00)  |
| Fund 0081 - Governmental Cap Assets           |                            |                |                   |                |                            |                  |                  |                           |               |                |
| EXPENSE                                       |                            |                |                   |                |                            |                  |                  |                           |               |                |
| Department 01 - Administration                |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 685.183                                       | Depreciation               | .00            | .00               | .00            | 49,899.93                  | .00              | 350,655.12       | (350,655.12)              | +++           | 354,544.00     |
| 900.0000                                      | Capital Outlay Elimination | .00            | .00               | .00            | (856.80)                   | .00              | (95,788.81)      | 95,788.81                 | +++           | (30,138.00)    |
| Department 01 - Administration Totals         |                            | \$0.00         | \$0.00            | \$0.00         | \$49,043.13                | \$0.00           | \$254,866.31     | (\$254,866.31)            | +++           | \$324,406.00   |
| Department 05 - Police                        |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 685.183                                       | Depreciation               | .00            | .00               | .00            | 36,642.51                  | .00              | 268,416.24       | (268,416.24)              | +++           | 303,861.00     |
| 720.005                                       | Loss on Asset Disposal     | .00            | .00               | .00            | .00                        | .00              | (8,720.15)       | 8,720.15                  | +++           |                |
| 900.0000                                      | Capital Outlay Elimination | .00            | .00               | .00            | (2,817.34)                 | .00              | (40,709.18)      | 40,709.18                 | +++           | (20,917.00)    |
| Department 05 - Police Totals                 |                            | \$0.00         | \$0.00            | \$0.00         | \$33,825.17                | \$0.00           | \$218,986.91     | (\$218,986.91)            | +++           | \$282,944.00   |
| Department 12 - Public Works                  |                            |                |                   |                |                            |                  |                  |                           |               |                |
| 685.183                                       | Depreciation               | .00            | .00               | .00            | 8,175.49                   | .00              | 56,813.33        | (56,813.33)               | +++           | 56,277.00      |
| 720.005                                       | Loss on Asset Disposal     | .00            | .00               | .00            | .00                        | .00              | 8,720.15         | (8,720.15)                | +++           |                |
| 900.0000                                      | Capital Outlay Elimination | .00            | .00               | .00            | .00                        | .00              | (24,383.18)      | 24,383.18                 | +++           |                |
| Department 12 - Public Works Totals           |                            | \$0.00         | \$0.00            | \$0.00         | \$8,175.49                 | \$0.00           | \$41,150.30      | (\$41,150.30)             | +++           | \$56,277.00    |
| EXPENSE TOTALS                                |                            | \$0.00         | \$0.00            | \$0.00         | \$91,043.79                | \$0.00           | \$515,003.52     | (\$515,003.52)            | +++           | \$663,634.00   |
| Fund 0081 - Governmental Cap Assets Totals    |                            |                |                   |                |                            |                  |                  |                           |               |                |
| REVENUE TOTALS                                |                            | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           |                |
| EXPENSE TOTALS                                |                            | .00            | .00               | .00            | 91,043.79                  | .00              | 515,003.52       | (515,003.52)              | +++           | 663,634.00     |
| Fund 0081 - Governmental Cap Assets Totals    |                            | \$0.00         | \$0.00            | \$0.00         | (\$91,043.79)              | \$0.00           | (\$515,003.52)   | \$515,003.52              |               | (\$663,634.00) |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly



# Budget Performance Report

16.J.6

Fiscal Year to Date 01/31/22

Exclude Rollup Account

| Account                                 | Account Description        | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year    |
|-----------------------------------------|----------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|---------------|
| Fund 0086 - Seized and Forfeited        |                            |                |                   |                |                            |                  |                  |                           |               |               |
| REVENUE                                 |                            |                |                   |                |                            |                  |                  |                           |               |               |
| Department 00 - Revenue                 |                            |                |                   |                |                            |                  |                  |                           |               |               |
| 394.002                                 | Transfer from fund balance | 34,613.00      | .00               | 34,613.00      | .00                        | .00              | .00              | 34,613.00                 | 0             |               |
| Department 00 - Revenue Totals          |                            | \$34,613.00    | \$0.00            | \$34,613.00    | \$0.00                     | \$0.00           | \$0.00           | \$34,613.00               | 0%            | \$0.00        |
| REVENUE TOTALS                          |                            | \$34,613.00    | \$0.00            | \$34,613.00    | \$0.00                     | \$0.00           | \$0.00           | \$34,613.00               | 0%            | \$0.00        |
| EXPENSE                                 |                            |                |                   |                |                            |                  |                  |                           |               |               |
| Department 05 - Police                  |                            |                |                   |                |                            |                  |                  |                           |               |               |
| 500.101                                 | Supplies and Materials     | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | 365.70           | 2,134.30                  | 15            |               |
| 500.102                                 | Equipment                  | 9,500.00       | .00               | 9,500.00       | .00                        | .00              | .00              | 9,500.00                  | 0             |               |
| 501.101                                 | Uniforms and Clothing      | 1,800.00       | .00               | 1,800.00       | .00                        | .00              | .00              | 1,800.00                  | 0             |               |
| 610.1110                                | Communications- Wireless   | 1,200.00       | .00               | 1,200.00       | 57.93                      | .00              | 446.91           | 753.09                    | 37            | 580           |
| 660.134                                 | Radio Repairs              | 1,500.00       | .00               | 1,500.00       | .00                        | .00              | .00              | 1,500.00                  | 0             |               |
| 660.145                                 | Gasoline & Oil             | 2,363.00       | .00               | 2,363.00       | 521.76                     | .00              | 2,429.11         | (66.11)                   | 103           | 710           |
| 685.180                                 | Membership Dues and Fees   | 1,250.00       | .00               | 1,250.00       | 125.00                     | .00              | 925.00           | 325.00                    | 74            | 920           |
| 685.182                                 | Other Operating Expenses   | 2,500.00       | .00               | 2,500.00       | .00                        | .00              | .00              | 2,500.00                  | 0             |               |
| 685.186                                 | Training                   | 1,000.00       | .00               | 1,000.00       | .00                        | .00              | .00              | 1,000.00                  | 0             |               |
| 685.191                                 | Canine Unit Operations     | 6,000.00       | .00               | 6,000.00       | .00                        | .00              | 1,859.00         | 4,141.00                  | 31            |               |
| 686.194                                 | Other Prof/Tech Services   | 5,000.00       | .00               | 5,000.00       | .00                        | .00              | .00              | 5,000.00                  | 0             | 5,000         |
| 900.4300                                | Other Equipment            | .00            | .00               | .00            | .00                        | .00              | .00              | .00                       | +++           | 9,410         |
| Department 05 - Police Totals           |                            | \$34,613.00    | \$0.00            | \$34,613.00    | \$704.69                   | \$0.00           | \$6,025.72       | \$28,587.28               | 17%           | \$16,634      |
| EXPENSE TOTALS                          |                            | \$34,613.00    | \$0.00            | \$34,613.00    | \$704.69                   | \$0.00           | \$6,025.72       | \$28,587.28               | 17%           | \$16,634      |
| Fund 0086 - Seized and Forfeited Totals |                            |                |                   |                |                            |                  |                  |                           |               |               |
| REVENUE TOTALS                          |                            | 34,613.00      | .00               | 34,613.00      | .00                        | .00              | .00              | 34,613.00                 | 0%            |               |
| EXPENSE TOTALS                          |                            | 34,613.00      | .00               | 34,613.00      | 704.69                     | .00              | 6,025.72         | 28,587.28                 | 17%           | 16,634        |
| Fund 0086 - Seized and Forfeited Totals |                            | \$0.00         | \$0.00            | \$0.00         | (\$704.69)                 | \$0.00           | (\$6,025.72)     | \$6,025.72                |               | (\$16,634)    |
| Grand Totals                            |                            |                |                   |                |                            |                  |                  |                           |               |               |
| REVENUE TOTALS                          |                            | 37,432,073.00  | .00               | 37,432,073.00  | 3,882,650.18               | .00              | 19,816,785.10    | 17,615,287.90             | 53%           | 17,478,580    |
| EXPENSE TOTALS                          |                            | 37,432,073.00  | (144,999.00)      | 37,287,074.00  | 2,381,695.29               | 1,299,200.83     | 20,074,992.10    | 15,912,881.07             | 57%           | 18,566,640    |
| Grand Totals                            |                            | \$0.00         | \$144,999.00      | \$144,999.00   | \$1,500,954.89             | (\$1,299,200.83) | (\$258,207.00)   | \$1,702,406.83            |               | (\$1,088,064) |

Attachment: Budget Performance Report through January 31, 2022 (3534 : February 2022 Monthly

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 3529)**

Meeting: 03/17/22 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Gunter

Initiator: Scott Whittier

Sponsors:

DOC ID: 3529

**February 2022 Water Utilities Report**

## WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2022)

| Description of Work Performed           | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | Cumulative |
|-----------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------------|
| <b>Water Treatment Plant (WTP)</b>      |        |        |        |        |        |        |        |        |        |        |        |        |            |
| Filtered Water Total (MG)               | 28.769 | 28.224 | 27.210 | 27.563 | 25.356 | 25.701 | 28.197 | 26.863 |        |        |        |        | 217.883    |
| Average Daily Flow Finished Water (MGD) | 0.928  | 0.910  | 0.907  | 0.889  | 0.845  | 0.829  | 0.910  | 0.958  |        |        |        |        | 7.176      |
| King Well (MG)                          | 6.493  | 6.610  | 6.305  | 6.537  | 6.394  | 6.544  | 6.588  | 3.893  |        |        |        |        | 49.364     |
| Maryville Well (MG)                     | 7.626  | 7.738  | 7.307  | 7.233  | 7.383  | 7.579  | 7.734  | 6.933  |        |        |        |        | 59.533     |

**Wastewater Treatment Plant (WWTP)**

|                                   |         |         |         |        |        |        |         |        |  |  |  |  |         |
|-----------------------------------|---------|---------|---------|--------|--------|--------|---------|--------|--|--|--|--|---------|
| Influent Flow Total (MG)          | 130.787 | 158.660 | 113.273 | 97.988 | 87.184 | 76.937 | 97.785  | 92.245 |  |  |  |  | 854.859 |
| Average Daily Influent Flow (MGD) | 4.219   | 5.118   | 3.776   | 3.161  | 2.906  | 2.482  | 3.154   | 3.294  |  |  |  |  | 28.110  |
| Effluent Flow Total (MG)          | 106.432 | 141.910 | 95.851  | 85.893 | 84.952 | 84.109 | 107.308 | 90.028 |  |  |  |  | 796.483 |
| Average Daily Effluent Flow (MGD) | 3.433   | 4.578   | 3.195   | 2.771  | 2.832  | 2.713  | 3.462   | 3.215  |  |  |  |  | 26.199  |
| Rainfall Total (Inches)           | 8.750   | 6.260   | 4.340   | 2.270  | 1.680  | 3.780  | 3.320   | 1.450  |  |  |  |  | 31.850  |

**Water Distribution**

|                          |    |     |     |     |     |    |     |    |  |  |  |  |     |
|--------------------------|----|-----|-----|-----|-----|----|-----|----|--|--|--|--|-----|
| Work Orders Completed    | 73 | 75  | 59  | 54  | 61  | 60 | 61  | 62 |  |  |  |  | 505 |
| Water Leak Repairs       | 21 | 21  | 20  | 22  | 18  | 24 | 23  | 30 |  |  |  |  | 179 |
| Water Meter Replacements | 4  | 2   | 0   | 4   | 1   | 0  | 1   | 2  |  |  |  |  | 14  |
| Locates Completed        | 80 | 130 | 141 | 123 | 121 | 85 | 136 | 91 |  |  |  |  | 907 |

**Wastewater Collection**

|                       |    |     |     |     |     |    |     |    |  |  |  |  |     |
|-----------------------|----|-----|-----|-----|-----|----|-----|----|--|--|--|--|-----|
| Work Orders Completed | 46 | 30  | 48  | 28  | 50  | 57 | 55  | 59 |  |  |  |  | 373 |
| Backup Responses      | 23 | 18  | 21  | 16  | 20  | 21 | 28  | 23 |  |  |  |  | 170 |
| Locates Completed     | 80 | 130 | 141 | 123 | 121 | 85 | 136 | 91 |  |  |  |  | 907 |
| Routine Line Cleaning |    |     |     |     |     |    |     |    |  |  |  |  | 0   |

**Maintenance**

|                                        |    |    |    |    |    |    |    |    |  |  |  |  |     |
|----------------------------------------|----|----|----|----|----|----|----|----|--|--|--|--|-----|
| Work Orders Completed                  | 37 | 41 | 38 | 19 | 34 | 28 | 30 | 25 |  |  |  |  | 252 |
| Work Orders on Pump Stations Completed | 0  | 14 | 7  | 3  | 9  | 9  | 6  | 5  |  |  |  |  | 53  |
| Work Orders for the WWTP Completed     | 2  | 4  | 2  | 4  | 5  | 6  | 5  | 6  |  |  |  |  | 34  |
| Work Orders for the WTP Completed      | 1  | 1  | 4  | 1  | 0  | 0  | 0  | 0  |  |  |  |  | 7   |

**Stormwater**

|                                 |    |     |     |     |     |    |     |    |  |  |  |  |     |
|---------------------------------|----|-----|-----|-----|-----|----|-----|----|--|--|--|--|-----|
| Work Orders Completed           | 5  | 9   | 3   | 9   | 0   | 1  | 0   | 0  |  |  |  |  | 27  |
| Locates Completed               | 80 | 130 | 141 | 123 | 121 | 85 | 136 | 91 |  |  |  |  | 907 |
| Routine Line and Ditch Cleaning |    |     |     |     |     |    |     |    |  |  |  |  |     |