

**REGULAR MEETING OF CITY COUNCIL  
MARCH 16, 2017 – 5:30 PM  
MUNICIPAL COURT COURTROOM  
GEORGETOWN, SOUTH CAROLINA**



Notice of this meeting has been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.

1. **CALL TO ORDER**
2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**
3. **INVOCATION & PLEDGE OF ALLEGIANCE**
4. **PROCLAMATION/RESOLUTIONS**
  - A. **Motion to approve Proclamation proclaiming March 2017 as American Red Cross Month.**

Attachments:

1 AMERICAN RED CROSS MONTH (PDF)
  - B. **Motion to approve Resolution declaring March 12-18, 2016 as Sunshine Week.**

Attachments:

1 SUNSHINE WEEK (PDF)
  - C. **Motion to approve Resolution designating April 2017 as Fair Housing Month in the City of Georgetown, SC.**

Attachments:

1 FAIR HOUSING RESOLUTION 03-16-17 (PDF)
5. **EXECUTIVE SESSION**
  - A. **Motion to adjourn Regular Meeting and enter Executive pursuant to SC Code Sections 30-4-70(a)(2) and (5) to discuss and receive legal advice on matters related to economic development and zoning matters covered by attorney-client privilege concerning agenda item 12A.**
  - B. **Motion to adjourn Executive Session and reconvene the Regular Meeting.**
  - C. **NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION**
6. **PUBLIC COMMENTS**
7. **INTRODUCTION OF NEW EMPLOYEES**
8. **HOUSING AND COMMUNITY DEVELOPMENT**
  - A. **Motion to approve first reading of an ordinance to amend Chapter 21, Taxation and Finance, of the Code of Ordinances for the City of Georgetown by Adding Article V, Rehabilitation Tax Incentive Assessment, Sections 21-80 through 21-84.**

Attachments:

- 1 Bailey Bill II Ordinance (PDF)
- 2 Historic Rehab Tax Incentive Application (PDF)
- 3 Minutes 10\_20\_16 (PDF)

- B. Motion to approve first reading of an ordinance to amend Article VII, Section 702.2, Site Plan Requirements, of the City of Georgetown Zoning Ordinance to change the minimum acreage requirement for a Planned Development.**

Attachments:

- 1 Minimum Acreage PD Ord (PDF)
- 2 702.2 Minimum PD Acreage marked up (PDF)
- 3 Highlighted Minutes from 2\_28\_17 (PDF)
- 4 5+ Acre Parcels (PDF)

- C. Motion to approve first reading of an ordinance to amend the City of Georgetown Zoning Ordinance to add Article IV, Section 439, Short-Term Vacation Rentals.**

Attachments:

- 1 Short Term Vacation Rentals Ord (PDF)
- 2 Highlighted Minutes from 2\_28\_17 (PDF)

**9. ELECTRIC UTILITIES**

- A. Motion to Approve Purchase of Substation Equipment and Payment of \$50,925.00 (plus tax) to Tatman Associates, Inc. of Cleveland, Ohio.**

Attachments:

- 1 stationuteceval (PDF)

**10. WATER UTILITIES**

- A. Motion to Approve Payment to North American Construction Company, Inc. For Change Order No. 2 for the Wastewater Treatment Facility Modifications Phase 1 & 2 - SBR No. 2 & 3 in the Amount of \$136,110.00.**

Attachments:

- 1 North American Change Order #2 (PDF)
- 2 North American Proposal Change Order #2 (PDF)

**11. ENGINEERING**

- A. Motion to approve bid and make payments to CP&G as the general contractor for the Ben Cooper Park Improvements Phase III project in the amount not to exceed \$250,000. Bid price includes all the labor, material and supplies to construct the project in accordance with the contract documents and Addenda 1 and 2.**

Attachments:

- 1 BID FORM - CP&G (PDF)
- 2 CP&G contractor license (PDF)
- 3 CP&G Qualifications Form (PDF)

- |   |                         |       |
|---|-------------------------|-------|
| 4 | CP&G Subcontractor List | (PDF) |
| 5 | BID TAB                 | (PDF) |

**12. ADMINISTRATION**

- A. Motion to Approve Resolution To Adopt Georgetown Redevelopment Districts (REDD) Attached As Exhibit A And Establish That The REDD Shall Be Subject To The Pending Ordinance Doctrine.**

Attachments:

- |   |                                          |       |
|---|------------------------------------------|-------|
| 1 | REDD Resolution                          | (PDF) |
| 2 | REDD Document (Exhibit A - Council Copy) | (PDF) |
| 3 | FUTURE LAND USE 16-6-23                  | (PDF) |

**13. CITY ADMINISTRATOR REPORT**

**14. OLD BUSINESS**

**15. NEW BUSINESS**

**16. DEPARTMENT MONTHLY REPORTS**

- A. February 2017 GPD Report**

Attachments:

- |   |                    |       |
|---|--------------------|-------|
| 1 | GPD-MONTHLY LETTER | (PDF) |
|---|--------------------|-------|

- B. February 2017 Municipal Court Report**

Attachments:

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

- C. February 2017 Fire Report**

Attachments:

- |   |                           |       |
|---|---------------------------|-------|
| 1 | FEBRUARY 2017 FIRE REPORT | (PDF) |
|---|---------------------------|-------|

- D. February 2017 Public Works Department Report**

Attachments:

- |   |          |       |
|---|----------|-------|
| 1 | FEB.2017 | (PDF) |
|---|----------|-------|

- E. February 2017 Fleet Services Report**

Attachments:

- |   |                |       |
|---|----------------|-------|
| 1 | Monthly Report | (PDF) |
|---|----------------|-------|

- F. February 2017 Electric Utility Department Report**

Attachments:

- |   |               |       |
|---|---------------|-------|
| 1 | march17report | (PDF) |
|---|---------------|-------|

- G. February 2017 Water Utilities Report**

Attachments:

- |   |                                      |       |
|---|--------------------------------------|-------|
| 1 | February 2017 Water Utilities Report | (PDF) |
|---|--------------------------------------|-------|

- H. February 2017 Engineering Report**

Attachments:

- 1 Engineering Monthly Report\_February 2017 (PDF)
- I. February 2017 Housing & Community Development Report**

Attachments:

- 1 February 2017 Report (PDF)
- J. February 2017 Finance and IT Departmental Reports**

Attachments:

- 1 February 2017 Finance & IT Report (PDF)
- 2 Grants-Monthly Rpts FY 16.17 (PDF)
- 3 GovDeals-Monthly Rpts FY 16.17 (PDF)
- 4 Budget Performance Report - February 2017 (PDF)

**17. ADJOURNMENT**

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





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## PROCLAMATION

DOC ID: 2260

|                                   |                                                                                    |
|-----------------------------------|------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                      |
| <b>Department:</b>                | Administration                                                                     |
| <b>Issue Under Consideration:</b> | Motion to approve Proclamation proclaiming March 2017 as American Red Cross Month. |

### Reviews:

Paul Gardner Completed 03/09/2017 7:18 AM  
 City Attorney Skipped 03/08/2017 2:20 PM  
 Ann U. Mercer Completed 03/09/2017 11:10 AM  
 Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 AMERICAN RED CROSS MONTH (PDF)

**MOTION TO APPROVE PROCLAMATION PROCLAIMING MARCH 2017 AS AMERICAN  
RED CROSS MONTH.**

## CITY OF GEORGETOWN, SOUTH CAROLINA PROCLAMATION

**WHEREAS**, in the City of Georgetown we have a long history of helping our neighbors in need. American Red Cross Month is a special time to recognize and thank our heroes – those Red Cross volunteers and donors who give of their time and resources to help community members; and

**WHEREAS**, these heroes help families find shelter after a home fire. They give blood to help trauma victims and cancer patients. They deliver comfort items to military members in the hospital. They use their lifesaving skills to save someone from a heart attack, drowning, or choking. They enable children around the globe to be vaccinated from measles and rubella; and

**WHEREAS**, The American Red Cross depends on local heroes to deliver help and hope during a disaster. We applaud our heroes here in the City of Georgetown who give of themselves to assist their neighbors when they need a helping hand; and

**WHEREAS**, across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict, or migration; and

**WHEREAS**, we dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission.

**NOW, THEREFORE**, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, I hereby proclaim March 2017 as

### AMERICAN RED CROSS MONTH

In the City of Georgetown and encourage all citizens to support this organization and its noble humanitarian mission.

**SIGNED, SEALED AND DATED** this 16<sup>th</sup> day of March 2017.

**ATTEST:**

\_\_\_\_\_  
Ann U. Mercer  
City Clerk

\_\_\_\_\_  
Jack M. Scoville  
Mayor

Attachment: AMERICAN RED CROSS MONTH (2260 : American Red Cross Month)



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## RESOLUTION

DOC ID: 2261

|                                   |                                                                            |
|-----------------------------------|----------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                              |
| <b>Department:</b>                | Administration                                                             |
| <b>Issue Under Consideration:</b> | Motion to approve Resolution declaring March 12-18, 2016 as Sunshine Week. |
| <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:

Paul Gardner Completed 03/09/2017 7:19 AM

Ann U. Mercer Completed 03/09/2017 11:16 AM

Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 SUNSHINE WEEK (PDF)

**MOTION TO APPROVE RESOLUTION DECLARING MARCH 12-18, 2016 AS SUNSHINE  
WEEK.**

STATE OF SOUTH CAROLINA )

**SUNSHINE WEEK**

CITY OF GEORGETOWN )

**WHEREAS**, a crucial element of a great democracy is citizen participation and citizen awareness of the public's business discussed by elected leaders. Trust is a critical element in this partnership; and

**WHEREAS**, the City of Georgetown recognizes that municipal government leaders must uphold that trust by building a healthy, positive relationship with their residents and voting citizens; and

**WHEREAS**, South Carolina's Freedom of Information Act is an important part of this partnership between governments and the people they serve because it provides a blueprint of expectations for citizens, the news media and government leaders; and

**WHEREAS**, municipal leaders are the elected officials closest to the people they serve and have the most direct contact with the citizens who elect them; and

**WHEREAS**, the Council of the City of Georgetown believes openness in government proceedings at all levels makes for the credibility and accountability our citizens expect and deserve.

**NOW THEREFORE BE IT RESOLVED** that the Council of the City of Georgetown affirms on this day, March 16, 2017, its commitment to open government proceedings as outlined in the South Carolina Freedom of Information Act and is pleased to participate in the partnership with the Municipal Association of SC and the S.C. Press Association to recognize the week of March 12-18, 2017 as Sunshine Week, a national initiative to encourage dialogue about the importance of open government and freedom of information.

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Jack M. Scoville, Jr.  
Mayor

Attachment: SUNSHINE WEEK (2261 : Sunshine Week)



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## RESOLUTION

DOC ID: 2243

|                                   |                                                                                                          |
|-----------------------------------|----------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                            |
| <b>Department:</b>                | Administration                                                                                           |
| <b>Issue Under Consideration:</b> | Motion to approve Resolution designating April 2017 as Fair Housing Month in the City of Georgetown, SC. |

### Reviews:

Paul Gardner Completed 03/09/2017 6:57 AM  
 Ann U. Mercer Completed 03/09/2017 10:25 AM  
 Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 FAIR HOUSING RESOLUTION 03-16-17 (PDF)

**MOTION TO APPROVE RESOLUTION DESIGNATING APRIL 2017 AS FAIR HOUSING  
MONTH IN THE CITY OF GEORGETOWN, SC.**



STATE OF SOUTH CAROLINA )

**FAIR HOUSING RESOLUTION**

CITY OF GEORGETOWN )

**WHEREAS**, April 11, 2017 marks the 49<sup>TH</sup> 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 2017 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 2017 as being 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 16<sup>th</sup> day of March 2017.

**ATTEST:**

**CITY OF GEORGETOWN,**  
A Municipal Corporation

\_\_\_\_\_  
Ann Mercer  
City Clerk

\_\_\_\_\_  
Jack M. Scoville, Jr.  
Mayor

Attachment: FAIR HOUSING RESOLUTION 03-16-17 (2243 : April 2017 Fair Housing Month)



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## ORDINANCE

DOC ID: 2245

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Department:</b>                | Housing and Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance to amend Chapter 21, Taxation and Finance, of the Code of Ordinances for the City of Georgetown by Adding Article V, Rehabilitation Tax Incentive Assessment, Sections 21-80 through 21-84.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <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>        | <ul style="list-style-type: none"> <li>• This was originally a directive from Mayor and Council during the June 23, 2016 Council Workshop.</li> <li>• Ordinance involves the Bailey Bill on tax incentives for the rehabilitation of historic properties that are fifty (50) years and older, that could be considered historical in nature.</li> <li>• Council had a workshop on January 26, 2017 with Ms. Amy Moore, a preservation planner with the City of Columbia, that explained how they have structured and utilized the Bailey Bill.</li> <li>• This is the revised draft of this Bailey Bill ordinance for the City of Georgetown to change the tax incentive time frame to 20 years, and the percent of rehabilitation to 20%, to reflect what City of Columbia has done.</li> </ul> |
| <b>Options:</b>                   | Approve or deny the first reading of this Tax Incentive for Rehabilitated Properties ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Staff Recommendations:</b>     | Staff recommends approving the first reading of this ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

### Reviews:

Rick Martin    Completed    03/09/2017 3:03 PM  
 Paul Gardner    Completed    03/09/2017 5:29 PM  
 Ann U. Mercer    Completed    03/13/2017 9:03 AM  
 Georgetown City Council    Pending    03/16/2017 5:30 PM

### Attachments:

1. 1    Bailey Bill II Ordinance(PDF)
2. 2    Historic Rehab Tax Incentive Application    (PDF)
3. 3    Minutes 10\_20\_16    (PDF)

Updated: 3/13/2017 9:02 AM by Ann U. Mercer

Page 1

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 21,  
TAXATION AND FINANCE, OF THE CODE OF ORDINANCES FOR THE CITY OF  
GEORGETOWN BY ADDING ARTICLE V, REHABILITATION TAX INCENTIVE  
ASSESSMENT, SECTIONS 21-80 THROUGH 21-84.**

## TAX INCENTIVE FOR REHABILITATED PROPERTY

### AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY ADDING ARTICLE V TO CHAPTER 21

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown understands and appreciates the importance of the city's rich history and its historic homes; and
- WHEREAS,** The City of Georgetown includes a National Register Historic District and homes and buildings identified at the federal, state, and local level as having historic significance; and
- WHEREAS,** The City of Georgetown wishes to encourage rehabilitation of housing rented to the city's low to moderate income residents; and
- WHEREAS,** The City of Georgetown recognizes the aesthetic, economic, and public safety value in revitalizing historic structures and existing low and moderate income rental property; and
- WHEREAS,** The South Carolina General Assembly has empowered counties and municipalities to create special property tax assessments to incentivize rehabilitation of historic property and low to moderate income rental property; and
- WHEREAS,** In 1997, the County of Georgetown adopted a Preservation and Rehabilitative Tax Incentive Ordinance;

**NOW, THEREFORE BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 21 Taxation and Finance be amended by the addition of a new Article V:

*(sections 21-69 through 21-79 are reserved)*

#### **§21-80 Rehabilitation Tax Incentive Assessment: Special property tax assessment created**

A special city property tax assessment is created for eligible rehabilitated historic properties and low and moderate income rental properties located within the municipal boundaries of the City of Georgetown for a period of twenty (20) years. The County Assessor shall continue to determine the applicable assessment rate (4% or 6%.) The appropriate rate will apply as follows:

For two (2) years based on the appraised value of the property at the time of preliminary certification;

For eighteen (18) years, once certified, based on the greater of: (1) the appraised value of the property at the time of preliminary certification, or (2) 40% of what the assessment would be on the appraised value after rehabilitation.

For historic properties, this shall be known as the Historic Rehabilitation Tax Assessment(HRTA).

For low to moderate income rental properties, this shall be known as the Low and Moderate Income Rental Property Rehabilitation Tax Assessment (RPRTA)

(ref. §§4-9-195, 5-21-140, S.C. Code of Laws, as amended, the “Bailey Bill”)

### **§21-81 Purpose**

It is the purpose of this ordinance to:

- (1) Encourage the rehabilitation of historic properties;
- (2) Encourage the rehabilitation of low and moderate income rental properties;
- (3) Promote community development and redevelopment;
- (4) Encourage sound community planning; and
- (5) Promote the general health, safety, and welfare of the community.

### **§21-82 Eligible properties**

If a property is eligible for both the Historic Rehabilitation Tax Assessment and the Low and Moderate Income Rental Property Tax Assessment, the property shall be evaluated under the HRTA process.

- I. The **Historic Rehabilitation Tax Assessment** (HRTA) is available to owners of properties as follows:
  - A. Certification. In order to be eligible, a historic property must receive both preliminary certification prior to beginning work, and final certification.
    1. To receive preliminary certification, a property must have met the following conditions:
      - (a) Received Historic Designation as defined in §21-82(B) hereinbelow
      - (b) The proposed rehabilitation work has received a Certificate of Appropriateness from the City of Georgetown Architectural Review Board (herein “ARB”)
      - (c) Be a rehabilitation project that commences on or after the date of the adoption of this ordinance.
    2. To receive final certification, a property must have met the following conditions:
      - (a) Received preliminary certification;

- (b) The minimum expenditures for rehabilitation were incurred and paid;
- (c) The rehabilitation must have been completed within the time limits specified in §21-83(D) hereinbelow;
- (d) The completed rehabilitation has received approval from the Chief Building Inspector and ARB Chairman as being consistent with the plans granted a Certificate of Appropriateness by the ARB as part of preliminary certification.

B. Historic Designation. As used in this section, "Historic Designation" means the property maintains one or more of the following:

- 1. The property is listed on the National Register of Historic Places
- 2. The property is at least fifty (50) years old and is a contributing property to the National Register Historic District, identified as such in the current edition of the city's cultural resources survey.
- 3. The property is at least fifty (50) years old, is a commercial property, and has been designated as a "Significant Structure" by the City Council according to the criteria identified in §5-111, City of Georgetown Code of Ordinances.  
(also *ref.* criteria for historic designation, §1600.3, City of Georgetown Zoning Ordinance "Zoning Ordinance".)
- 4. The property is at least fifty (50) years old and has been designated by City Council as "Historic" according to the criteria for historic designation, §1600.3, Zoning Ordinance, and appearing on the city Zoning Map identified as such (*ref.* §1600.302, Zoning Ordinance.)

For properties achieving historic designation under §21-82(B) (3) or (4) in conjunction with an application for the Historic Rehabilitation Tax Assessment, the applicant shall utilize the process outlined in §21-84(B) hereinbelow.

II. The **Low and Moderate Income Rental Property Rehabilitation Tax Assessment (RPRTA)** is available to owners of low and moderate income rental property, eligible as follows:

- 1. the property provides accommodations under the Section 8 Program as defined in the United States Housing Act of 1937, as amended by the Housing and Community Act of 1974 for low and moderate income families and persons defined by Section 31-13-170(p) S.C. Code; or
- 2. the expenditures for rehabilitation of income-producing rental real estate exceed the appraised value of the property; and the low and moderate income rental housing is located in an area designated by the local government as a Low and Moderate Housing Rehabilitation District; and

3. the rehabilitation was not commenced or undertaken as a result of a natural disaster, catastrophe, accident, or force majeure.

### **§21-83 Eligible historic rehabilitation work**

The Historic Rehabilitation Tax Assessment is available to owners of eligible properties, to include structures rehabilitated and the real property on which the building is located, for rehabilitation work that meets the expenditures standards of Section C, below, as follows:

- A. Work to be Reviewed. The following work will be reviewed according to the standards set forth below:
  - (1) Repairs to the exterior of the designated building
  - (2) Alterations to the exterior of the designated building
  - (3) Any new construction on the property on which the building for which credit was sought or given is located (review only; *ref.* §21-84(2)(b) for eligible renovation expenditures)
  - (4) Alterations to interior primary public spaces, substantiated by documentary, physical, or pictorial evidence (*ref.* §21-83(B)(5))
- B. Standards for rehabilitation work. To be eligible, historic rehabilitations must be appropriate for the historic building and the historic district or area in which it is located. This is achieved through adherence to the following standards:
  1. The historic character of a property shall be retained and preserved; the removal of historic materials or alterations of features and spaces that characterize each property shall be avoided.
  2. Each property shall be recognized as a physical record of its time, place and use; changes that create a false sense of historical development shall not be undertaken.
  3. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
  4. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property should be preserved.
  5. Deteriorated historic features shall be repaired rather than replaced; where the severity of deterioration requires replacement of a distinctive feature, the new should match the old in design, color, texture, and other visual qualities and, where economically feasible, materials; replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

6. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used; the surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
7. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property; the new work shall be differentiated from and subordinate to the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the historic property and its environment.
8. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**§21-84 Minimum expenditures for rehabilitation**

1. HRTA owner-occupied: The owner's expenditures for rehabilitation must equal or exceed twenty (20) percent of the fair market value of the building at the time of preliminary certification

HRTA income-producing (6% assessment) and RPRTA: The owner's expenditures for rehabilitation must exceed the fair market value of the building

"Fair market value" means the appraised value as certified by a real estate appraiser licensed by the State of South Carolina, or the most recent appraised value published by the Georgetown County Tax Assessor.

2. "Expenditures for rehabilitation" means the actual cost of rehabilitation relating to one or more of the following:
  - (a) Improvements located on or within the building as designated
  - (b) Improvements outside of but directly attached to the building which are necessary to make the building fully useable (such as vertical circulation) but shall not include rentable/habitable floor space attributable to new construction
  - (c) Architectural and engineering services attributable to the design of the improvements
  - (d) For HRTA, costs necessary to maintain the historic character or integrity of the building

**§21-85 Process.**

- A. Fees. Fees may be charged for each application, preliminary certification, final certification, and inspection of rehabilitation work at the rates set forth from time to time in



the official City records on file with the City Clerk. Fees are payable to the City of Georgetown, and final certification will not be given without payment all fees.

- B. Application and Plan required. Owners of property seeking approval of rehabilitation work and preliminary certification must submit an application to the city to include a plan, prior to beginning work. For the HRTA, the applicant shall submit supporting documentation that the property has an Historic Designation as defined in §21-82(B), hereinabove. If the applicant is seeking Historic Designation in conjunction with the application, he or she shall, in conjunction with staff, initiate the process for City Council review under §1600.304, Zoning Ordinance. No action on preliminary certification will be taken unless and until the Historic Designation is achieved.

The city's design review process is for city standards. The owner bears responsibility for whether plans are consistent with state and/or federal historic standards.

- C. Preliminary certification. Upon receipt of the completed application, the proposal shall be (1) reviewed by staff (RPRTA), or (2) placed on the next available agenda of the ARB to determine if the project is consistent with the standards for rehabilitation in §21-83(B) hereinabove. After the ARB makes its determination, which may or may not include review by the South Carolina Department of Archives and History, the owner shall be notified in writing. Upon receipt of this determination the owner may:

1. If the application is approved by staff (RPRTA) or, a Certificate of Appropriateness issued (HRTA), the owner may deliver the Preliminary Certification to the Georgetown County Tax Assessor in accordance with the two year initial Rehabilitation Tax Assessment, and begin rehabilitation in accordance with the City's building permit requirements;
2. For the HRTA, if the application is not approved, revise such application for the ARB

- D. Substantive changes. Once preliminary certification is granted, substantive changes must be approved by the city or the ARB. Unapproved substantive changes are conducted at the risk of the property owner and may disqualify the project from eligibility. Additional expenditures will not qualify the project for an extension on the special assessment.

- E. Final certification

1. Inspection: The Chief Building Inspector will inspect completed projects to determine if the work is consistent with the approved application or Certificate of Appropriateness. Upon verification that the project is consistent with the preliminary certification and that expenditures have been made in accordance with §21-83(C), the City shall issue Final Certification.
2. Notice: The City shall, upon final certification, notify the Georgetown County Assessor that such property has been duly certified and is eligible for the City's Historic Rehabilitation Tax Assessment or Low and Moderate Income Rental Property

Rehabilitation Tax Assessment. Any further or other process with the Georgetown County Assessor is the responsibility of the property owner.

3. **Assessment:** Upon receiving Final Certification, and the city's providing notice to the County, city property tax will be assessed for the remainder of the two (2) year initial special assessment period, if any, on the appraised value of the property at the time the preliminary certification was made, and for the next eighteen (18) years at the greater of (1) the appraised value of the property at the time of preliminary certification, or (2) 40% of what the assessment would be on the appraised value after rehabilitation. (*ref. sec. 21-80*)
4. **Term:** The Final Certification for the Rehabilitation Tax Assessment shall remain valid and apply for twenty (20) years from preliminary certification, including the tax year in which it was first issued, absent decertification. (*ref. sec.21-80, 21-84(H)*).

- F. **Time limits.** Upon receiving preliminary certification, a property may be assessed on the value of the property at the time of the preliminary certification. Such assessment shall be for a period ending two years after the preliminary certification date, during which the project must be completed and final certification received.

If the minimum expenditures for rehabilitation have been incurred but the rehabilitation project has not been completed before the final certification deadline, the property owner may apply for a one time extension. Upon receipt of a written extension application and supporting documentation and for good cause shown, the city may grant an extension of the final certification deadline for an additional reasonable period not to exceed two years.

If a completed project does not comply with all requirements for final certification before the deadline and no extension has been granted, any monies not collected by the City due to the special assessment must be paid to the City with interest at the rate charged for delinquent tax payments.

- G. **Additional work.** For the remainder of the special assessment period after final certification, any remodeling or construction on the property, other than ordinary maintenance, shall be subject to a Certificate of Appropriateness to include a finding that the overall project is consistent with the standards for rehabilitation. If the Certificate of Appropriateness does not issue with this finding, the property owner may withdraw the request, revise the proposed additional work demonstrating that the reasons given for denial have been addressed (*ref. §1600.2(7), Zoning Ordinance*), or face decertification.
- H. **Decertification.** When the property has received final certification and has been assessed as rehabilitated property, it remains so certified and must be granted the HRTA or RPRTA through the end of the special assessment period or until the property becomes decertified by any one of the following:
1. Written request from the owner to the Director of Finance for the City of Georgetown for removal of the HRTA or RPRTA; or

2. Rescission because of any change, alteration, or renovation which causes the property to no longer possess the qualities which made it eligible. (ref. §21-82.) Notification of rescission and/or decertification shall be given to the owner, the city Finance Director, and the Georgetown County Assessor.
- H. Tax year effective. If an application for preliminary or final certification is filed by May 1 or the preliminary or final certification is approved by August 1, the special assessment authorized herein is effective for that year. Otherwise, it is effective beginning with the following year. In no instance may the special assessment be applied retroactively.

[State law reference-- §4-9-195 Grant of special property tax assessments to "rehabilitated historic property and "low and moderate income rental property"§5-21-140 authority of municipalities to grant special property tax assessments to rehabilitated historic properties and low and moderate income rental properties]

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

**ATTEST:**

\_\_\_\_\_  
Ann U. Mercer, City Clerk

\_\_\_\_\_  
Jack M. Scoville, Jr., Mayor

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

Approved as to Form:

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

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

City of Georgetown Housing & Community Development Department  
**REHABILITATED HISTORIC PROPERTY APPLICATION**  
**PART A - PRELIMINARY REVIEW FORM**

8.A.2

This application is used by the City to review rehabilitation work on historic properties, in accordance with South Carolina 1976 Code Section 4-9-195, and pertinent regulations. A separate application should be submitted for each historic building, unless they were functionally related during the historic period, in which case they can be submitted as a historic complex. Applications must include attachments a listed below and the required review fee to be considered complete. Submit application to the Housing & Community Development Department, PO Drawer 939, Georgetown, SC 29442. Phone: 843.545.4010; fax 843.527.1285.

**1. PROPERTY INFORMATION**

Historic Name of Property (if known) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Use: ☐ Owner-occupied ☐ Income-producing

Estimated project start date \_\_\_\_\_ Estimated project completion date \_\_\_\_\_

Estimated project costs \$ \_\_\_\_\_

\*Fair Market Value of building \$ \_\_\_\_\_ Taxable value of property \$ \_\_\_\_\_

(PLEASE NOTE: FMV and taxable value of a property may be different. FMV of the building is used to determine the threshold for qualifying expenses for the Bailey Bill. The **applicant** is responsible for verification of the **taxable value** of a property and should consult with the City of Georgetown on this matter; the taxable value as understood by the City of a property **at the time of preliminary certification** will determine the value at which the property will be assessed for the 20 year abatement period).

**2. HISTORIC DESIGNATION**

The property must have been designated "historic" by the local government allowing this incentive.

This building is a: ☐ City Landmark Building  
☐ Contributing structure in local historic district  
☐ Contributing structure in National Register District outside of City  
☐ National Register structure

Give BRIEF overview of the history of the building:

---

---

Significance:

Construction Date: \_\_\_\_\_ Describe major alterations or additions (give dates) \_\_\_\_\_

---

**3. ATTACHMENTS**

The following information is needed to process your application. Please send complete information with the initial submission:

- ☒ An original signed and completed application;
- ☐ \$100 check, made out to the City of Georgetown, for all properties; application fees are non-refundable.
- ☐ Photographs clearly showing not only the areas to be rehabilitated, but also overall views of the building;
- ☐ Sketched or architectural floor plans of pre-rehabilitation conditions; and
- ☐ Sketched or architectural floor plans of the proposed work.
- ☐ Estimates for proposed work on each architectural feature.

**4. OWNER INFORMATION**

Name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ Date \_\_\_\_\_

Daytime Phone \_\_\_\_\_

**HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT USE ONLY**

- [ ] The work as described in this application and attachments **appears to meet** the Standards for Rehabilitation and would receive final approval if completed as described.
- [ ] The work as described in this application and attachments **would meet** the Standards for Rehabilitation if the Special Conditions on the attached sheet are met.
- [ ] The work as described in this application and attachments **does not appear to meet** the Standards for Rehabilitation and is not approved for this property. The attached sheet describes the specific problems with the proposed work.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**5. DESCRIPTION OF PROPOSED WORK**

Use the spaces below to describe the proposed work. Architectural features would include items such as: roof; exterior brick or siding; windows; doors; site/landscape features; entrance hall; main stair; parlors; fireplaces/mantles; floors/walls/ceilings; mechanical/electrical/plumbing; etc. If an application has been submitted for the Federal Investment Tax Credits, you may use a copy of the description of the proposed work from the federal form for this section, but your submittal must still include the information in sections 1 through 4.

|                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Architectural feature:</b> <u>Roof</u></p> <p><b>Approximate date of feature:</b> <u>Unknown</u></p> <p><b>Describe feature and its condition:</b></p> <p>Roof is old and has damage / deterioration. Shingles are close to the end of their useful life and there is sheathing rot on the eaves. There is evidence of roof leaking on the rear addition.</p> <p>Photograph No. <u>1 - 5</u> Drawing No. _____</p>         | <p><b>Describe work and impact on feature:</b></p> <p>Remove old shingles from original house and rear addition. Repair / replace roof decking where needed. Install new 30 year shingles.</p> <p>This should extend the life of the roof and prevent future water infiltration into the house.</p>                                                                                                                        |
| <p><b>Architectural feature:</b> <u>Chimney</u></p> <p><b>Approximate date of feature:</b> <u>1930</u></p> <p><b>Describe feature and its condition:</b></p> <p>Roof is old and has damage / deterioration. Shingles are close to the end of their useful life and there is sheathing rot on the eaves. There is evidence of roof leaking on the rear addition.</p> <p>Photograph No. <u>6</u> Drawing No. _____</p>             | <p><b>Describe work and impact on feature:</b></p> <p>Replace top section of chimney and repaint remaining portion. Add chimney cap.</p> <p>This will restore the chimney and prevent future deterioration. Also will prevent animals from getting into the chimney.</p>                                                                                                                                                   |
| <p><b>Architectural feature:</b> <u>Front Porch</u></p> <p><b>Approximate date of feature:</b> <u>Unknown</u></p> <p><b>Describe feature and its condition:</b></p> <p>Roof is old and has damage / deterioration. Shingles are close to the end of their useful life and there is sheathing rot on the eaves. There is evidence of roof leaking on the rear addition.</p> <p>Photograph No. <u>7 - 13</u> Drawing No. _____</p> | <p><b>Describe work and impact on feature:</b></p> <p>Remove old flooring and repair any damage to supporting structure. Replace flooring with new tongue and groove boards. Paint / seal new flooring. Replace damaged ceiling boards with new and paint ceiling. Add new wood railing that conforms to code.</p> <p>This will improve safety of porch, lengthen its useful life and improve aesthetics of the house.</p> |

City of Georgetown Housing & Community Development Department  
**REHABILITATED HISTORIC PROPERTY APPLICATION**  
**PART B - FINAL REVIEW FORM**

8.A.2

Use this form to request Final Approval for Rehabilitated Historic Properties. This form is designed to follow the Part A-Preliminary Review Form, in which the owner describes the proposed rehabilitation work. Submit application to the Housing & Community Development Dept PO Drawer 939, Georgetown, SC 29442. Phone: 843.545.4010; fax 843.527.1285.

**1. PROPERTY INFORMATION**

Historic Name of Property (if known) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, South Carolina Zip \_\_\_\_\_

**2. ATTACHMENTS**

The following information is needed to process your application. Incomplete applications will unnecessarily delay the City's review of your project. Please send complete information with the initial submission:

- ☐ A complete and signed Part B form;
- ☐ Paid itemized invoices clearly indicating qualified rehabilitation expenses;
- ☐ Photographs, keyed to the rehabilitation plans of the exterior and the interior showing not only the areas where rehabilitation was performed, but also overall views of the completed project.

**3. OWNER INFORMATION**

Name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ Date \_\_\_\_\_

Daytime Phone \_\_\_\_\_

**HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT USE ONLY**

- ☐ The completed work as documented in this application and attachments **meets** the Standards for Rehabilitation and is approved for this property. This approval is on step in qualifying for the special property tax assessment for Rehabilitated Historic Property. OWNERS SHOULD NOTE THAT the City reserves the right to inspect the property within the (20 year) time period that is covered by this special tax assessment. Work that is not as it was represented in the application and/or additional work that is not in conformance with the Standards for Rehabilitation may be cause for the City to rescind the approval. Work causing the approval to be rescinded would make the entire project ineligible for the special tax assessment, and written notice of the rescinded approval shall be provided to all appropriate local officials. Additional work on the property that is proposed after the Final Approval should be submitted on a Part A - Amendment Form.
- ☐ The completed work **does not meet** the Standards for Rehabilitation and is not approved for this property. The attached sheet describes the specific problems with the proposed work.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_ See attached sheet

Attachment: Historic Rehab Tax Incentive Application (2245 : Rehabilitation Tax Incentive Assessment)

asked that in the future the public be given more notice about the seminars in order to make arrangements to attend. He also stated the public has not been informed of the committee which was to be appointed to discuss the R5 zoning issues in the West End.

## 6. INTRODUCTION OF NEW EMPLOYEES/EMPLOYEE RECOGNITION

Mr. Orlando Arteaga introduced Mr. Justin Mooney who was hired as a Civil Engineer Technician in the Engineering Department. He was previously employed with HTC for 10 years, has an accounting degree from Clemson and is currently pursuing his Bachelor's degree in Civil Engineering. Fire Chief Charlie Cribb introduced Assistant Fire Chief Brent McClellan. He was previously employed with Midway Fire and Rescue in Pawleys Island for 16 years.

Mr. Tim Chatman recognized Mrs. Natrona Simmons from the Public Works Department as customer service employee of the month for her efforts during his transition from the County to the City. She keeps the employees on point and during Hurricane Matthew went above and beyond fielding the many incoming calls. He presented Mrs. Simmons with a \$100 gift card.

## 7. HOUSING AND COMMUNITY DEVELOPMENT

### A. Motion to approve second reading of an Ordinance to Amend Chapter 21, Taxation and Finance, of the Code of Ordinances for the City of Georgetown by Adding Article V, Rehabilitation Tax Incentive Assessment, Sections 21-80 through 21-84.

Council Member Butts moved, seconded by Council Member Smalls. Council Member Kimbrough wants to confirm this applies to all commercial properties as well as investment rental properties and primary residences. Mr. Rick Martin said the commercial aspect is included as is the residential; anything 50 years or older still qualifies. Low to moderate income rental properties were added to assist the whole community. Mr. Kimbrough questioned why the City would mirror the County's ordinance, referencing the number of years the special city property tax assessment would be in effect. Mrs. Elise Crosby met with the County attorney; the County's ordinance states the special tax assessment is for 10 years. Staff felt there would be a lot of confusion and complicate the Bill if the City's special tax assessment was for 20 years. Mr. Kimbrough asked if the City could ask the County to move towards 20 years as opposed to deferring... Mr. Paul Gardner said staff thought 10 years was enough break in tax revenue to the citizens. It was enough to encourage investment and is a 10 year property tax abatement. If Council wants staff to go back to the County and ask for 20 years they will. Council Member Kimbrough is concerned with economic development and whether 10 years is long enough. Other communities have 20 years. Mr. Gardner said when staff visited Florence, most of their incentives expired after 7 years. Council Member Jayroe questioned the appropriate applicable rate; two years based on the appraised value of the property at the time of preliminary certification and eight years, once certified, based on the greater of the appraised value of the property at the time of preliminary certification or 40% of what the assessment would be on the appraised



## PUBLIC HEARING &amp; REGULAR MEETING OF CITY COUNCIL OCTOBER 20, 2016... PAGE 4 OF 11

value after rehabilitation. Mr. Gardner explained it is on the original assessment, or 40% of the total improved assessment, whichever is greater. Mrs. Jayroe said this has changed from the first draft. Because of the number of changes she wants to defer this to a workshop and requested a printed copy of the document. She also wants Mr. Jerry Miller to attend the workshop.

**Motion to postpone main motion until a workshop.**

Council Member Smalls moved, seconded by Council Member Jayroe.

Mayor Scoville called for the vote.

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS] Next: 10/27/2016 4:00 PM</b>   |
| <b>MOVER:</b>    | Clarence C. Smalls, Council Member                     |
| <b>SECONDER:</b> | Carol R. Jayroe, Council Member                        |
| <b>AYES:</b>     | Scoville Jr., Butts, Jayroe, Joseph, Kimbrough, Smalls |
| <b>ABSENT:</b>   | Barber Sr.                                             |

**B. Motion to approve second reading of an ordinance to amend Article XVI, Board of Architectural Review, of the City of Georgetown Zoning Ordinance.**

Council Member Jayroe moved, seconded by Council Member Kimbrough.

Mayor Scoville called for the vote.

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                             |
| <b>MOVER:</b>    | Carol R. Jayroe, Council Member                        |
| <b>SECONDER:</b> | Edward S Kimbrough, Council Member                     |
| <b>AYES:</b>     | Scoville Jr., Butts, Jayroe, Joseph, Kimbrough, Smalls |
| <b>ABSENT:</b>   | Barber Sr.                                             |

**C. Motion to approve first reading of an ordinance rezoning approximately 1.4 acres owned by PURAH, LLC, located on South Fraser Street, from Residential (R1) to General Commercial (GC).**

Council Member Jayroe moved, seconded by Council Member Kimbrough. Mr. Martin stated the property, owned by Purah, LLC, is a horseshoe shaped parcel that surrounds Georgetown Small Engine in Maryville. The parcel is currently split zoned between R1 and GC and the requestor would like to use a portion of the property currently zoned R1 for storage. Plans are to remove the old wooden structure on the property. The Planning Commission recommended the rezoning request with the condition that there be no access to the property other than Highway 17, South Fraser Street entrance.





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

## ORDINANCE

DOC ID: 2262

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Department:</b>                | Housing and Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance to amend Article VII, Section 702.2, Site Plan Requirements, of the City of Georgetown Zoning Ordinance to change the minimum acreage requirement for a Planned Development.                                                                                                                                                                                                                                                                                                                                            |
| <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>        | <ul style="list-style-type: none"> <li>• This ordinance would reduce the minimum size requirement of a Planned Development from 10 acres down to 5 acres of developable land.</li> <li>• This reduction in the acres of a PD could allow for smaller properties (&gt;5 acres) to potentially rezone to a Planned Development.</li> <li>• The Planning Commission was asked by the City to review this and give a recommendation.</li> <li>• The Planning Commission reviewed and recommended this ordinance as drafted with a 5-1 vote in favor of approval.</li> </ul> |
| <b>Options:</b>                   | Approve or deny first reading of this ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Staff Recommendation:</b>      | Staff recommends approval of this ordinance along with Planning Commission's recommendation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

### Reviews:

|                         |           |                     |
|-------------------------|-----------|---------------------|
| Rick Martin             | Completed | 03/10/2017 9:34 AM  |
| City Attorney           | Completed | 03/10/2017 11:46 AM |
| Paul Gardner            | Completed | 03/13/2017 9:37 AM  |
| Ann U. Mercer           | Completed | 03/13/2017 10:08 AM |
| Georgetown City Council | Pending   | 03/16/2017 5:30 PM  |

Updated: 3/13/2017 10:08 AM by Ann U. Mercer

Page 1

**Attachments:**

1. 1 Minimum Acreage PD Ord (PDF)
2. 2 702.2 Minimum PD Acreage marked up (PDF)
3. 3 Highlighted Minutes from 2\_28\_17 (PDF)
4. 4 5+ Acre Parcels (PDF)

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND ARTICLE VII,  
SECTION 702.2, SITE PLAN REQUIREMENTS, OF THE CITY OF GEORGETOWN ZONING  
ORDINANCE TO CHANGE THE MINIMUM ACREAGE REQUIREMENT FOR A PLANNED  
DEVELOPMENT.**

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE  
ARTICLE VII, SECTION 702.2, SITE PLAN REQUIREMENTS, OF THE CITY OF  
GEORGETOWN ZONING ORDINANCE TO CHANGE THE MINIMUM ACREAGE  
REQUIREMENT FOR A PLANNED DEVELOPMENT**

**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 VII, Section 702..2 Site Plan Requirements; and

**WHEREAS,** following the public hearing on February 28, 2017 and the 5-1 vote by Planning Commission in favor of amending the Zoning Ordinance to change the text for Section 702.2, Site Plan Requirements, 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 Zoning Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina that Article VII, Section 702.2 of the City of Georgetown Zoning Ordinance be amended as follows:

**702.2 Site Plan Requirements:** The site utilized for a PD District shall contain the following:  
**702.201** A minimum of five (5) contiguous acres of developable land. Developable land shall exclude any wetlands, required open space, drainage ponds, and easements.

**ATTEST:**

\_\_\_\_\_  
Ann U. Mercer, City Clerk

\_\_\_\_\_  
Jack M. Scoville, Jr., Mayor

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

Approved as to Form:

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

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

Attachment: Minimum Acreage PD Ord (2262 : Minimum Acreage for a Planned Development)

**700.15 PS District (Public Service)** The intent of this district is to designate certain areas of town for the use of Public Service facilities. This district is intended to allow for Local, State and Federal governmental agencies as well as Educational Facilities as defined to use with the intent to be harmonious with surrounding zoning districts.

## **701 Special Districts**

**701.1 Main Corridor Overlay District** It is the intent of this district to delineate a design overlay through the main corridors. The purpose of establishing this overlay is to (1) identify areas of the City which reflect the culture of the City of Georgetown; (2) protect and enhance the aesthetic and visual character of all commercial and residential development within the overlay district; (3) promote the cultural, economic and general welfare of the people of Georgetown; (4) foster civic pride; (5) encourage harmonious, orderly and efficient growth and development of the City of Georgetown; and (6) improve property values (see Article XIII: Design Overlay District For Main Corridors and Appendix C: Design Overlay District for Main Corridors Approval Application).

**701.2 HB District (Historic Buildings)** It is the intent of this district to (1) protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations; (2) promote the cultural, economic and general welfare of the people of the City of Georgetown; (3) foster civic pride; (4) encourage harmonious, orderly and efficient growth and development of the City of Georgetown; to strengthen the local economy; and (6) improve property values. It is the hope of the City that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving, or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval.

(Ord. of 8-17-2000, § 1)

## **702 PD District (Planned Development)** *(amended 5-17-07) (Amended 5-15-12) (Amended 4-20-17)*

The purpose of this district (hereinafter referred to as PD) is to provide opportunities to create more desirable environments through the application of flexible and diversified land development standards under a comprehensive plan and program that is professionally prepared. The PD District is intended to be used to encourage the application of new techniques and technology to community development which will result in superior living or development arrangements with lasting values. It is further intended to achieve economics in land development, maintenance of street systems and utility networks while providing buildings groupings for privacy, usable, attractive open space, green space, buffer zones, safe circulation and the general well-being of the inhabitants.

### **702.1 Planned Development Requirements**

#### **702.2 Site Plan Requirements:** The site utilized for a PD District shall contain the following:

**702.201** A minimum of ~~ten (10)~~ **five (5)** contiguous acres of **developable** land. **Developable land shall exclude any wetlands, required open space, drainage ponds, and easements.**

**702.202** A PD must include both Residential Use and Commercial Use. Any proposed uses shall be approved by the Planning Commission and City Council. A list of permitted uses in the PD shall be adopted as part of the Ordinance. Thereafter, the uses permitted in the district shall be restricted to those listed and adopted.

**Planning Commission  
Minutes  
February 28, 2017**

**MEMBERS PRESENT:** Winfred Pieterse, Gerald Williams, Bernard Jones, Paul Smith, Chris Moore, & Joan Schmid

**MEMBERS ABSENT:** Brittany Johnson

**OTHERS PRESENT:** Matt Millwood & Cindy Thompson

- I. **Call to Order**
- II. **Minutes:** The minutes for January 24, 2017; **Mr. Chris Moore made a motion to approve the minutes as submitted, seconded by Mr. Paul Smith; the motion carried unanimously.**
- III. **Public Hearing: None**
- IV. **Consideration:**

- 1. **Review and recommend a text amendment request from the City of Georgetown to Article VII, Section 702.2 (Minimum Area of PD) of the City of Georgetown Zoning Ordinance.**  
**Matt Millwood/City Staff** told the Board that this agenda item was tabled from last month and is back for a recommendation to the Mayor and Council. The 2011 Comprehensive Plan changed the requirement from a minimum of 5 acres to a minimum of 10 acres; currently if someone wanted to establish a PD (Planned Development) they would have to have 10 continuous acres. Many interested parties feel that requirement is too much. Staff has rewritten it to make it a minimum of 5 contiguous acres of developable land. Developable land shall exclude any wetlands, required open space, drainage ponds, and easements. **Mr. Pieterse** said the reason the Commissioners moved the required acreage to 10 is because too many developers were coming in and trying to put Planned Developments all over. Then these PD's were never completed. **Matt** said this new ordinance will make the property owners have at least 5 contiguous acres of developable land, and would give more opportunity for developers to come in the area, **Matt** said. **Ms. Joan Schmid** said she has done more research on the request and found that there is no magic number for the amount of acres. It just depends on how much time the City wants to put into developments and all the elements that a PD requires.

**Public Input: None**

**Motion:** **Mr. Paul Smith made a recommendation to approve the minimum of 5 contiguous acres of developable land that shall exclude any wetlands, required open space, drainage ponds, and easements, seconded by Ms. Joan Schmid; the motion carried 5 to 1 by a roll call vote. (Mr. Pieterse cast the descending vote)**

- 2. **Review and recommend an ordinance on Short Term Vacation Rentals.** **Matt Millwood/City Staff** told the Board that lately there has been an influx of online advertisement for VRBO, AirBnB, and others that rent out people's homes for short term (6 months or less). We feel this is a commercial business and the owners should be required to have a business license. We have looked at many other municipalities for ideas to put together an ordinance. The City has many complaints from neighbors that experience the late night noise from short-term renters that have weddings and parties. The finance

department has been notified and they too feel that there does need to be an ordinance in place for this. The city is not trying to stop home rentals, however there needs to be something in the ordinance to regulate these short-term rentals. **Mr. Gerald Williams** asked if there was a large percentage of houses being used for rentals. **Matt** said there are just about 4 or 5 houses being advertised on the internet at this time, but we would like to get ahead of the short-term rental "boom" so that it will not become a problem in the future. **Mr. Williams** asked if the City is receiving complaints. **Matt** said yes complaints have come in especially during the wedding season. The City wants to allow this but also wants to regulate it. **Ms. Joan Schmid** asked what zone this would be allowed in. **Matt** said it would be allowed in all residential zones. **Ms. Schmid** also asked why this couldn't fall under the Bed and Breakfast ordinance or some other ordinance that is already in place like home occupation. **Matt** said the definition of the home occupation is more of an office type business. **Ms. Schmid** agreed but said the Bed and Breakfast are required to be approximately 3-9 bedrooms, has to pay accommodation and hospitality taxes, and the owner must live on the property. **Matt** said the difference with the Short-Term Rentals is that there is no one living on the property to manage it. **Ms. Schmid** said instead of allowing the Short Term Rental we should use the Bed and Breakfast after changing a few requirements to beef it up. **Ms. Schmid** said the City may want to look at the State Law for some language for the Bed and Breakfast. **Matt** said he appreciated the input but from all his research the Short Term Rentals and the Bed and Breakfast are very different and it would be hard combining it with the Bed and Breakfast because of their difference by definition. **Mr. Pieterse** asked what the City's stance was on this. **Matt** said the City wants to allow it and require them to get a business license and have a vacation rental agent that can be notified. The new ordinance would also allow the City to issue violations if needed. The Short-Term Vacation Rental Occupants shall not exceed thirty (30) consecutive days, and all applications must go through the Zoning and the Finance departments. **Ms. Schmid** said **439.4 (c)** should state that the owner must abide by the 2015 International Property Maintenance Code, which was put in the newly proposed ordinance. The person renting the property must be told by the owner the codes that must be followed. This should be discussed when the business license is issued. She also recommend that proof of insurance be required. In **539.7 (b)**, **Ms. Schmid** also recommended that it state "Short-term vacation rental units ~~must~~ shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions." She also recommended that the number of occupants and parking spaces be listed on the business license for verification of the authorities when and if they are called. The other Board members and Staff agreed that this particular recommendation from **Ms. Schmid** would be hard to enforce. **Ms. Schmid** said **539.8** should be corrected to say "...the city shall revoke any pending certificates and shall reject and suspend all applications for the subject premises for a period of twelve (12) consecutive months.

**Public Input: None**

**Motion: Mr. Chris Moore made a recommendation to move forward with the request including the corrections discussed, seconded by Ms. Schmid; the motion carried 6 to 0 by a roll call vote.**

3. **Review and recommend an ordinance on Outside Open Displays.** **Matt Millwood/City Staff** told the Board that this ordinance was done similar to Surfside Beach's ordinance to help



with outdoor clutter and open displays, with businesses along the main corridor. We do have businesses such as Wal-Mart and Tractor Supply that have outdoor merchandise, however they are in an enclosed area. This new ordinance is to keep other businesses from putting a lot of merchandise outside in an open environment, especially along the main corridor. **Mr. Pieterse** asked if there was something already in place for Front Street. **Matt** said because the City owns the right of way on Front Street we do issue encroachment permits, sandwich board sign permits, and others just for that district (Core Commercial). The main issues are in the General Commercial and Planned Development which pretty much allow anything right now, and this new ordinance will help clean this up. **Mr. Chris Moore** asked about businesses, such as trailer sales and produce stands, that have outside displays on property other than their main business. **Matt** said that there are parcels that are zoned for retail sale and the City can issue a license for that use. **Ms. Joan Schmid** questioned **440.3 (d)** "No outdoor display shall impede vehicular or pedestrian ingress/egress into a site or building, nor shall any temporary outdoor display obstruct a parking space (s) as required by Article XI." **Matt** said if an owner does not have enough property to comply with the outdoor display ordinance, then they will not be able to display their items outside. **Ms. Schmid** also asked about **440.4 Tents**; she asked if a permit is required. **Matt** said yes a "special event" or "peddler's" license is required. **Ms. Schmid** said she is worried about the danger of tents with strong winds, and that maybe they shouldn't be allowed during hurricane season. **Mr. Gerald Williams** asked if anything is in place to keep items from being too close to the road. **Matt** said yes, no outdoor display can be less than 20 ft. from the road with this new ordinance.

**Public Input: None**

**Motion: Mr. Gerald Williams made a motion to proceed with the request for an ordinance on Outside Open Displays, seconded by Mr. Bernard Jones; the motion carried 6 to 0 by a roll call vote.**

**V. Board Discussion:**

- 1. Discuss an upcoming zoning district called the Redevelopment District (REDD), proposed for the Steel Mill redevelopment area site. Matt/City Staff** told the Board that this has been postponed until he can get the legal aspects and some directives from the City Council, it will be ready for discussion at a later date.
- 2. Updates from Board Chair on the West End Redevelopment Sub-Committee meeting that was held on Saturday, February 11, 2017.** **Matt** said he felt the meeting was very calm and went well. There was about 10 residents that attended. The City's new Director of Economic Developer was introduced, Ms. Gloria Bromell Tinubu, who is very experienced in the field of Economic Development and in heirs property. **Mr. Pieterse**, spoke of Ms. Tinubu and all her experience. **Mr. Pieterse** also mentioned the things that were discussed for future development for the West End and said the most important question is how to start. **Mr. Pieterse** said he was disappointed in the turnout for the meeting. **Mr. Chris Moore** said that the City needs to reach out to other Cities and felt the most important issue is the heir's property. **Councilman Sheldon Butts** said that Council has begun a check list to make sure everything is taken care of. The streetscape and lighting was on that list and by following the check list it will prevent anything from being missed. **Mr. Bernard Jones** asked when the next meeting will be held. **Councilman Butts** said the date of the next meeting has not been determined, however he can assure him that it will not take place on a Saturday.



3. **Updates from staff to the 2016-2017 Comprehensive Plan.** Matt told the Board that the next sub-committee meeting for the Comp. Plan will be Monday, March 13 at noon to discuss the Cultural Resources and Housing Element.

**Chris Moore** said he received a call that talked about the grant that is coming to update the Historic Guidelines. He said this may help with the redevelopment of the West End, because they will cover homes outside the Historic District.

VI. **Board Elections:**

**Chairman:**

**Nomination 1:** Mr. Chris Moore nominated Mr. Winfred Pieterse, seconded by Mr. Bernard Jones. With there being no other nominations, **Mr. Pieterse will remain the Board Chair for 2017-2018.**

**Vice-Chair:**

**Nomination 1:** Mr. Pieterse nominated Bernard Jones, (there was not a second); Mr. Jones said he is still attending school at this time.

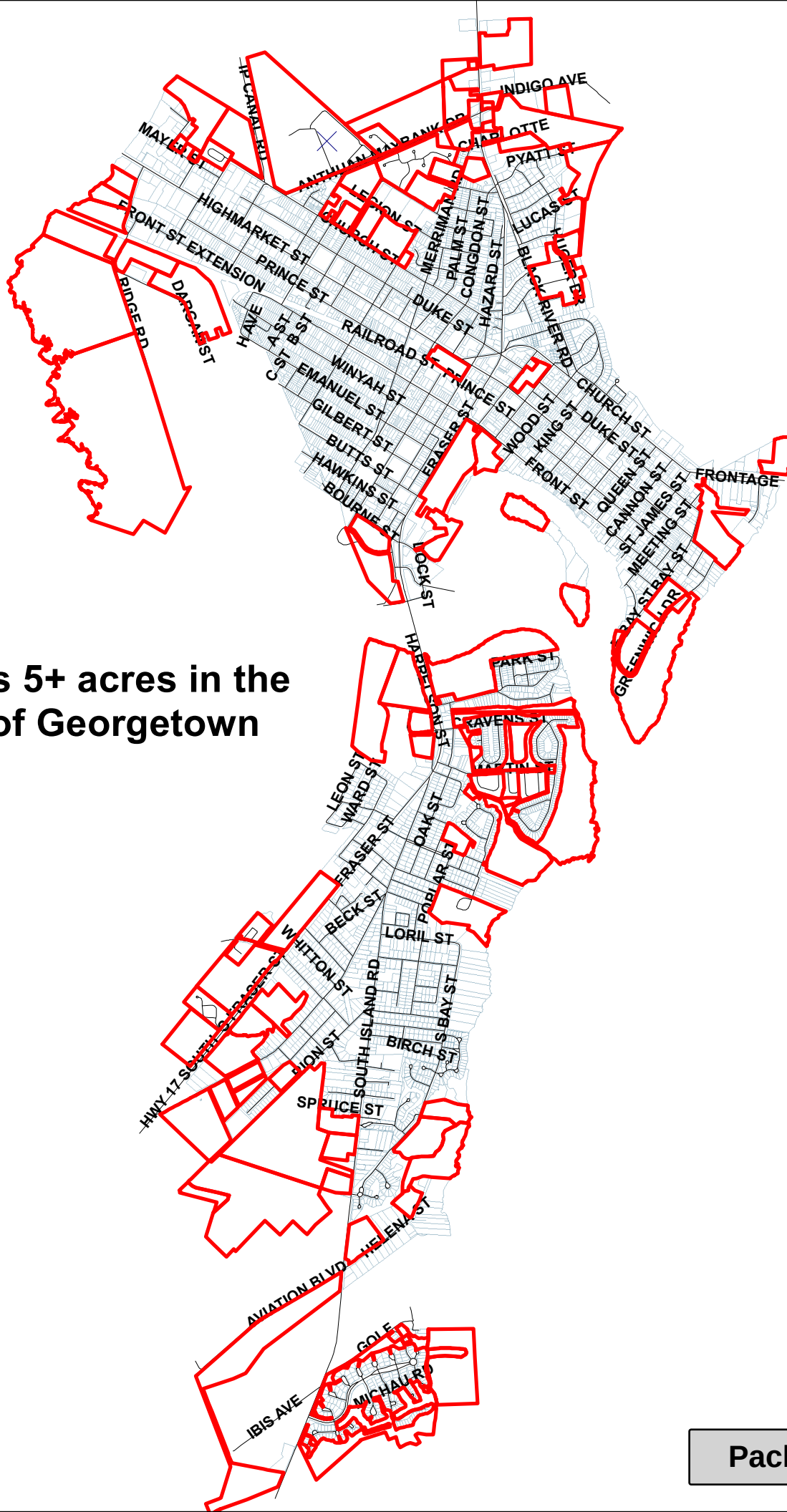
**Nomination 2:** Mr. Bernard Jones nominated Chris Moore, seconded by Joan Schmid. Mr. Moore said it will be his pleasure to serve, however he does have his house up for sale and he may no longer be a resident of the City of Georgetown. **Mr. Pieterse** asked if the Board member had to be a resident of the City to serve on the Board. **Matt** said he did not know, but would look into it. **Mr. Chris Moore will serve as Vice-Chair until further notice.**

- VII. **Adjournment:** With there being no further business the meeting was adjourned.

*Submitted By,*

*Cindy Thompson  
Acting Secretary*

## Parcels 5+ acres in the City of Georgetown





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

## ORDINANCE

DOC ID: 2246

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Department:</b>                | Housing and Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance to amend the City of Georgetown Zoning Ordinance to add Article IV, Section 439, Short-Term Vacation Rentals.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <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>        | <ul style="list-style-type: none"> <li>• This ordinance is so we can start regulating property owners that are utilizing the new trend of renting or leasing their homes via websites such as VRBO and AirBNB.</li> <li>• This ordinance will require these properties to pay for a business licenses and hospitality &amp; accommodations taxes.</li> <li>• We researched this ordinance over the past several months trying to develop something that would fit the City of Georgetown's unique and historical community.</li> <li>• The ordinance is modeled after a few other cities short-term vacation ordinances, including Savannah, GA, Nashville, TN, and Galveston, TX.</li> <li>• The Planning Commission heard and recommended to Council on February 28, 2017 with a 6-0 vote in favor of this ordinance.</li> </ul> |
| <b>Options:</b>                   | Approve or deny the first reading of the Short-Term Vacation Rentals ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Staff Recommendation:</b>      | Staff recommends approving this ordinance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

### Reviews:

Rick Martin    Completed    03/09/2017 3:59 PM

City Attorney    Completed    03/09/2017 4:43 PM

Updated: 3/13/2017 9:04 AM by Ann U. Mercer

Page 1

Paul Gardner Completed 03/09/2017 5:31 PM

Ann U. Mercer Completed 03/13/2017 9:04 AM

Georgetown City Council Pending 03/16/2017 5:30 PM

**Attachments:**

1. 1 Short Term Vacation Rentals Ord (PDF)
2. 2 Highlighted Minutes from 2\_28\_17 (PDF)

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND THE CITY OF  
GEORGETOWN ZONING ORDINANCE TO ADD ARTICLE IV, SECTION 439, SHORT-TERM  
VACATION RENTALS.**

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE  
ARTICLE IV, SECTION 339 SHORT-TERM VACATION RENTALS**

**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 IV, Section 439 Short-Term Vacation Rentals; and

**WHEREAS,** following the public hearing on February 28, 2017 and the unanimous 6-0 vote by Planning Commission in favor of amending the Zoning Ordinance to change the text for Section 439, Short-Term Vacation Rentals, 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 Zoning Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina that Article IV, Section 439 of the City of Georgetown Zoning Ordinance be amended as follows:

**439 Short-Term Vacation Rentals**

Short-term vacation rentals are subject to the following requirements:

**439.1 Intent; purpose.**

It is the purpose of this section to protect the public health, safety and general welfare of individuals and the community at large; to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term vacation units; and to implement rationally based, reasonably tailored regulations to protect the integrity of the city's neighborhoods.

**439.2 Definitions; general provisions.**

*Short-term vacation rental business license* - is a document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health and safety code provisions.

*Short-term vacation rental* - means an accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed thirty (30) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living, hotel/motel, bed and breakfast or other business-licensed lodging uses, and lodging as defined by §27-50-220(B), SC Code. (ref. §§308, 320, 329, 408.4, City of Georgetown Zoning Ord.)

*Short-term vacation rental agent* - means a natural person designated by the owner of a short-term vacation rental on the short-term vacation rental business license application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the city for purposes of transacting business.

*Short-term vacation rental occupants* - means guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty (30) consecutive days.

### **439.3 Short-term vacation rental business license.**

No person shall rent, lease or otherwise exchange for compensation all or any portion of a dwelling unit as short-term vacation rental, as defined in Section 439.2, without first obtaining a short-term vacation rental business license from the Revenues Manager and complying with the regulations contained in this section. No business license issued under this section may be transferred or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

### **439.4 Application for short-term vacation rental business license.**

(a) Applicants for a short-term vacation rental business license shall submit, on an annual basis, an application for a short-term vacation rental business license to the Revenues Manager of the City of Georgetown. The business license application shall be furnished by the Revenues Manager or Zoning Administrator and accompanied by a non-refundable application fee as set forth in the City's business license fee ordinance. Such application should include:

1. The name, address, telephone number and/or email address of the owner(s) of record of the dwelling unit for which a license is sought. If such owner is not a natural person, the application shall identify all partners, officers and/or directors of any such entity, including personal contacts information;
2. The address of the unit to be used as a short-term vacation rental;
3. The name, address, telephone number and/or email address of the short-term vacation rental agent, which shall constitute his or her 24-hour contact information;
4. The owner's signature of sworn acknowledgement that he or she has received a copy of this section, has reviewed it and understands its requirements;
5. The owner's agreement to use his or her best efforts to assure that use of the premises by short-term vacation rental occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property owners to the quiet enjoyment of their properties; and
6. Any other information that this chapter requires the owner to provide to the city as part of an application for a short-term vacation rental business license. The Zoning Administrator or his or her designee shall have the authority to obtain additional information from the applicant as necessary to achieve the objectives of this chapter.

(b) Attached to and concurrent with submission of the business license application described in this section, the owner shall provide:

1. A written exemplar agreement (ref. §27-50-230(4) and 240(A), SC Code), which shall consist of the form of document to be executed between the owner and occupant(s) and which shall contain the following provisions:
  - a. The occupant(s)' agreement, to abide by all of the requirements of this section, any other City of Georgetown ordinances, state and federal law and acknowledgement that his or her rights under the agreement may not be transferred or assigned to anyone else;
  - b. The occupant(s)' acknowledgement that it shall be unlawful to allow or make any noise or sound that exceeds the limits set forth in Georgetown County's Noise Ordinance (Section 13.8-2, Georgetown County Code of Ordinances);
  - c. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the City of Georgetown Zoning Ordinance, Article XI: Off-Street Parking;
  - d. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the 2015 International Property Maintenance Code on Overcrowding and Bedroom requirements (IPMC 404.4 & 404.5); and
  - e. The occupant(s)' acknowledgement and agreement that violation of the agreement or this section may result in immediate termination of the agreement



and eviction from the short-term vacation rental unit by the owner or agent, as well as the potential liability for payments of fines levied by the city.

2. Proof of the owner's current ownership of the short-term vacation rental unit;
3. Proof of property and liability insurance; and
4. A written certification from the short-term vacation rental agent that he or she agrees to perform the duties specified in Section 439.5(b).

#### **439.5 Short-term vacation rental agent.**

(a) The owner of a short-term vacation rental shall designate a short-term vacation rental agent on its application for a short-term vacation rental license. A property owner may serve as the short-term vacation rental agent. Alternatively, the owner may designate a natural person as his or her agent who is over age eighteen (18).

(b) The duties of the short-term vacation rental agent are to:

1. Be reasonably available to handle any problems arising from use of the short-term vacation rental unit;
2. Appear on the premises of any short-term vacation rental unit within one (1) hour following notification from the city of issues related to the use or occupancy of the premises. This includes, but is not limited to, notification that occupants of the short-term vacation rental unit have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of the City of Georgetown Code of Ordinances and/or Zoning Ordinance or other applicable law pertaining to noise, disorderly conduct, overcrowding, consumption of alcohol or use of illegal drugs. Failure of the agent to timely appear to two or more complaints regarding violations may be grounds for penalties as set forth in the section. This is not intended to impose a duty to act as a peace officer or otherwise require the agent to place himself or herself in a perilous situation;
3. Receive and accept service of any notice of violation related to the use or occupancy of the premises; and
4. Monitor the short-term vacation rental unit for compliance with this section.

(c) An owner may change his or her designation of a short-term vacation rental agent temporarily or permanently; however there shall only be one such agent for a property at any given time. To change the designated agent, the owner shall notify the Zoning Administrator in writing of the new agent's identity, together with all information regarding such person as required by the applicable provisions of this section (539).

#### **539.6 Grant or denial of application.**

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this section, or otherwise fails to demonstrate the ability to comply with local, state or federal law. Any false statements or information provided in the application are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications.

#### **539.7 Short-term vacation rental units.**

(a) A copy of the short-term vacation rental business license shall be posted within the unit and include all of the following information:

1. The name and address of the short-term vacation rental owner and/or agent;
2. The business license number;
3. The maximum number of occupants allowed in the rental unit;
4. License effective and expiration date; and

(b) Short-term vacation rental units shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions.

#### **539.8 Short-term vacation regulation procedure.**

(a) To ensure the continued application of the intent and purpose of this section, the Zoning Administrator of the city shall notify the owner of a short-term vacation rental unit of all instances



in which nuisance behavior of the rental guest or the conduct of his or her short-term vacation rental unit occupant results in a citation for a code violation or other legal infraction.

(b) The Zoning Administrator shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a short-term vacation rental unit. When a property owner has accumulated three (3) code violations for a particular property within a period of twelve (12) consecutive months, any pending certificates or applications shall be rejected or suspended for a period of twelve (12) consecutive months.

(c) If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.

(d) Citations for code violations and any other violation of the city code may be heard by the Zoning Administrator or Code Enforcer of the City of Georgetown.

(e) Violations of this section are subject to fines that can be found in the official records on file with the City Clerk, which shall not be waived or reduced and which may be combined with any other legal remedy available to the City.

(f) A person aggrieved by the city's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the Board of Zoning Appeals (BZA). The appeal must be filed with the Zoning Administrator in writing, within thirty (30) calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall state the revocation, suspension or denial pending a decision by the BZA.

(g) The Board of Zoning Appeals shall consider the appeal within thirty (30) days after receipt by the zoning administrator of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The BZA shall render a determination, which will constitute a final ruling on the application.

(h) Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered code official under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

### 539.9 Taxes.

Short-term vacation rental unit owners are subject to state sales tax, city hospitality and accommodation taxes, business license fees and are liable for payment thereof as established by state law and the city code. The city may seek to enforce payment of all applicable taxes to the extent provided by law, including injunctive relief.

### ATTEST:

\_\_\_\_\_  
Ann U. Mercer, City Clerk

\_\_\_\_\_  
Jack M. Scoville, Jr., Mayor

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

Approved as to Form:

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

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

**Planning Commission  
Minutes  
February 28, 2017**

**MEMBERS PRESENT:** Winfred Pieterse, Gerald Williams, Bernard Jones, Paul Smith, Chris Moore, & Joan Schmid

**MEMBERS ABSENT:** Brittany Johnson

**OTHERS PRESENT:** Matt Millwood & Cindy Thompson

- I. **Call to Order**
- II. **Minutes:** The minutes for January 24, 2017; **Mr. Chris Moore** made a motion to approve the minutes as submitted, seconded by **Mr. Paul Smith**; the motion carried unanimously.
- III. **Public Hearing: None**
- IV. **Consideration:**
  1. **Review and recommend a text amendment request from the City of Georgetown to Article VII, Section 702.2 (Minimum Area of PD) of the City of Georgetown Zoning Ordinance.** **Matt Millwood/City Staff** told the Board that this agenda item was tabled from last month and is back for a recommendation to the Mayor and Council. The 2011 Comprehensive Plan changed the requirement from a minimum of 5 acres to a minimum of 10 acres; currently if someone wanted to establish a PD (Planned Development) they would have to have 10 continuous acres. Many interested parties feel that requirement is too much. Staff has rewritten it to make it a minimum of 5 contiguous acres of developable land. Developable land shall exclude any wetlands, required open space, drainage ponds, and easements. **Mr. Pieterse** said the reason the Commissioners moved the required acreage to 10 is because too many developers were coming in and trying to put Planned Developments all over. Then these PD's were never completed. **Matt** said this new ordinance will make the property owners have at least 5 contiguous acres of developable land, and would give more opportunity for developers to come in the area, **Matt** said. **Ms. Joan Schmid** said she has done more research on the request and found that there is no magic number for the amount of acres. It just depends on how much time the City wants to put into developments and all the elements that a PD requires.

**Public Input: None**

**Motion:** **Mr. Paul Smith** made a recommendation to approve the minimum of 5 contiguous acres of developable land that shall exclude any wetlands, required open space, drainage ponds, and easements, seconded by **Ms. Joan Schmid**; the motion carried 5 to 1 by a roll call vote. (*Mr. Pieterse cast the descending vote*)

2. **Review and recommend an ordinance on Short Term Vacation Rentals.** **Matt Millwood/City Staff** told the Board that lately there has been an influx of online advertisement for VRBO, AirBnB, and others that rent out people's homes for short term (6 months or less). We feel this is a commercial business and the owners should be required to have a business license. We have looked at many other municipalities for ideas to put together an ordinance. The City has many complaints from neighbors that experience the late night noise from short-term renters that have weddings and parties. The finance

department has been notified and they too feel that there does need to be an ordinance in place for this. The city is not trying to stop home rentals, however there needs to be something in the ordinance to regulate these short-term rentals. **Mr. Gerald Williams** asked if there was a large percentage of houses being used for rentals. **Matt** said there are just about 4 or 5 houses being advertised on the internet at this time, but we would like to get ahead of the short-term rental "boom" so that it will not become a problem in the future. **Mr. Williams** asked if the City is receiving complaints. **Matt** said yes complaints have come in especially during the wedding season. The City wants to allow this but also wants to regulate it. **Ms. Joan Schmid** asked what zone this would be allowed in. **Matt** said it would be allowed in all residential zones. **Ms. Schmid** also asked why this couldn't fall under the Bed and Breakfast ordinance or some other ordinance that is already in place like home occupation. **Matt** said the definition of the home occupation is more of an office type business. **Ms. Schmid** agreed but said the Bed and Breakfast are required to be approximately 3-9 bedrooms, has to pay accommodation and hospitality taxes, and the owner must live on the property. **Matt** said the difference with the Short-Term Rentals is that there is no one living on the property to manage it. **Ms. Schmid** said instead of allowing the Short Term Rental we should use the Bed and Breakfast after changing a few requirements to beef it up. **Ms. Schmid** said the City may want to look at the State Law for some language for the Bed and Breakfast. **Matt** said he appreciated the input but from all his research the Short Term Rentals and the Bed and Breakfast are very different and it would be hard combining it with the Bed and Breakfast because of their difference by definition. **Mr. Pieterse** asked what the City's stance was on this. **Matt** said the City wants to allow it and require them to get a business license and have a vacation rental agent that can be notified. The new ordinance would also allow the City to issue violations if needed. The Short-Term Vacation Rental Occupants shall not exceed thirty (30) consecutive days, and all applications must go through the Zoning and the Finance departments. **Ms. Schmid** said **439.4 (c)** should state that the owner must abide by the 2015 International Property Maintenance Code, which was put in the newly proposed ordinance. The person renting the property must be told by the owner the codes that must be followed. This should be discussed when the business license is issued. She also recommend that proof of insurance be required. In **539.7 (b)**, **Ms. Schmid** also recommended that it state "Short-term vacation rental units ~~must~~ shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions." She also recommended that the number of occupants and parking spaces be listed on the business license for verification of the authorities when and if they are called. The other Board members and Staff agreed that this particular recommendation from **Ms. Schmid** would be hard to enforce. **Ms. Schmid** said **539.8** should be corrected to say "...the city shall revoke any pending certificates and shall reject and suspend all applications for the subject premises for a period of twelve (12) consecutive months.

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**Motion: Mr. Chris Moore made a recommendation to move forward with the request including the corrections discussed, seconded by Ms. Schmid; the motion carried 6 to 0 by a roll call vote.**

3. **Review and recommend an ordinance on Outside Open Displays.** **Matt Millwood/City Staff** told the Board that this ordinance was done similar to Surfside Beach's ordinance to help

with outdoor clutter and open displays, with businesses along the main corridor. We do have businesses such as Wal-Mart and Tractor Supply that have outdoor merchandise, however they are in an enclosed area. This new ordinance is to keep other businesses from putting a lot of merchandise outside in an open environment, especially along the main corridor. **Mr. Pieterse** asked if there was something already in place for Front Street. **Matt** said because the City owns the right of way on Front Street we do issue encroachment permits, sandwich board sign permits, and others just for that district (Core Commercial). The main issues are in the General Commercial and Planned Development which pretty much allow anything right now, and this new ordinance will help clean this up. **Mr. Chris Moore** asked about businesses, such as trailer sales and produce stands, that have outside displays on property other than their main business. **Matt** said that there are parcels that are zoned for retail sale and the City can issue a license for that use. **Ms. Joan Schmid** questioned **440.3 (d)** "No outdoor display shall impede vehicular or pedestrian ingress/egress into a site or building, nor shall any temporary outdoor display obstruct a parking space (s) as required by Article XI." **Matt** said if an owner does not have enough property to comply with the outdoor display ordinance, then they will not be able to display their items outside. **Ms. Schmid** also asked about **440.4 Tents**; she asked if a permit is required. **Matt** said yes a "special event" or "peddler's" license is required. **Ms. Schmid** said she is worried about the danger of tents with strong winds, and that maybe they shouldn't be allowed during hurricane season. **Mr. Gerald Williams** asked if anything is in place to keep items from being too close to the road. **Matt** said yes, no outdoor display can be less than 20 ft. from the road with this new ordinance.

**Public Input: None**

**Motion: Mr. Gerald Williams made a motion to proceed with the request for an ordinance on Outside Open Displays, seconded by Mr. Bernard Jones; the motion carried 6 to 0 by a roll call vote.**

**V. Board Discussion:**

1. **Discuss an upcoming zoning district called the Redevelopment District (REDD), proposed for the Steel Mill redevelopment area site. Matt/City Staff** told the Board that this has been postponed until he can get the legal aspects and some directives from the City Council, it will be ready for discussion at a later date.
2. **Updates from Board Chair on the West End Redevelopment Sub-Committee meeting that was held on Saturday, February 11, 2017. Matt** said he felt the meeting was very calm and went well. There was about 10 residents that attended. The City's new Director of Economic Developer was introduced, Ms. Gloria Bromell Tinubu, who is very experienced in the field of Economic Development and in heirs property. **Mr. Pieterse**, spoke of Ms. Tinubu and all her experience. **Mr. Pieterse** also mentioned the things that were discussed for future development for the West End and said the most important question is how to start. **Mr. Pieterse** said he was disappointed in the turnout for the meeting. **Mr. Chris Moore** said that the City needs to reach out to other Cities and felt the most important issue is the heir's property. **Councilman Sheldon Butts** said that Council has begun a check list to make sure everything is taken care of. The streetscape and lighting was on that list and by following the check list it will prevent anything from being missed. **Mr. Bernard Jones** asked when the next meeting will be held. **Councilman Butts** said the date of the next meeting has not been determined, however he can assure him that it will not take place on a Saturday.

3. **Updates from staff to the 2016-2017 Comprehensive Plan.** Matt told the Board that the next sub-committee meeting for the Comp. Plan will be Monday, March 13 at noon to discuss the Cultural Resources and Housing Element.

Chris Moore said he received a call that talked about the grant that is coming to update the Historic Guidelines. He said this may help with the redevelopment of the West End, because they will cover homes outside the Historic District.

VI. **Board Elections:**

**Chairman:**

**Nomination 1:** Mr. Chris Moore nominated Mr. Winfred Pieterse, seconded by Mr. Bernard Jones. With there being no other nominations, **Mr. Pieterse will remain the Board Chair for 2017-2018.**

**Vice-Chair:**

**Nomination 1:** Mr. Pieterse nominated Bernard Jones, (there was not a second); Mr. Jones said he is still attending school at this time.

**Nomination 2:** Mr. Bernard Jones nominated Chris Moore, seconded by Joan Schmid. Mr. Moore said it will be his pleasure to serve, however he does have his house up for sale and he may no longer be a resident of the City of Georgetown. **Mr. Pieterse** asked if the Board member had to be a resident of the City to serve on the Board. **Matt** said he did not know, but would look into it. **Mr. Chris Moore will serve as Vice-Chair until further notice.**

- VII. **Adjournment:** With there being no further business the meeting was adjourned.

*Submitted By,*

*Cindy Thompson  
Acting Secretary*



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

## ACTION ITEM

DOC ID: 2252

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Department:</b>                | Electric                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Issue Under Consideration:</b> | Motion to Approve Purchase of Substation Equipment and Payment of \$ 50,925.00 (plus tax) to Tatman Associates, Inc. of Cleveland, Ohio                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Amount Requested:</b>          | \$ 50,925.00 plus tax                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Is Item in Current Budget?</b> | Yes, funding for the peak shaving project is included in our CIP budget for FY 2016/17                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>If no, please explain:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Financial Impact:</b>          | As previously discussed, the peak shaving project will result in savings of \$648,000 on our wholesale power purchases.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Points to Consider:</b>        | This purchase is for substation equipment consisting of steel framing, aluminum bus work, switches, terminations, and other associated items. The step-up transformer and the outdoor circuit breakers (both previously approved) will be installed in conjunction with this equipment outside of the generation building. The purchase was advertised and two qualifying bids were received. This recommendation represents the low bid. Attached is a memorandum of recommendation and a bid evaluation spreadsheet provide by Utility Technology Engineers Consultants, our engineering consultant for this project. |
| <b>Options:</b>                   | Approve or disapprove                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Staff Recommendation:</b>      | Staff recommends approval of this purchase and payment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

### Reviews:

Alan Loveless Completed 03/06/2017 4:50 PM  
 Debra Bivens Completed 03/07/2017 4:21 PM  
 Paul Gardner Completed 03/09/2017 7:08 AM  
 Ann U. Mercer Completed 03/09/2017 10:40 AM  
 Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

- 1 stationuteceval(PDF)



**MEMORANDUM****UTEC**

Georgetown, SC. Overhead Structures & Equipment Bid Evaluation and Recommendation, Bid #2017-003-30

Project No.131101.003

File:40.0000

March 6, 2017

To: Alan Loveless  
Director of Electric Utility  
City of Georgetown, SC

From: Heather Sudduth

Bid proposals for Overhead Structures and Equipment were received from two manufacturers:

1. Tatman Associates
2. Distran Packaged Substations

Each bid proposal was evaluated and the results tabulated in the attached spreadsheet.

The lowest bid was \$50,925 from Tatman.

All technical specifications were thoroughly reviewed and are documented in the bid evaluation spreadsheet.

UTEC recommends that the City of Georgetown enter into a contract to purchase the Overhead Structures & Equipment from Tatman Associates for \$50,925 (plus tax).

UTEC has conformed the overhead structures & equipment technical specifications to match the Tatman offer and has included these documents with this transmittal to be used as part of the City's purchase contract.

Attachment: stationuteceval (2252 : Purchase of Substation Equipment for Peak Shaving Project)

|    | A                                                                                              | B                | D                                                                                                                                                                                                                                                                                                                                                                                                                                                           | E                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Bid Opening Date                                                                               | 3/2/17 2:00 PM   |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2  | <b>Manufacturer</b>                                                                            | <b>Specified</b> | <b>Tatman Associates, Inc</b>                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Distran Packaged Substations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3  | Representative                                                                                 |                  | -                                                                                                                                                                                                                                                                                                                                                                                                                                                           | W.R. Daniel & Associates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 4  | Name of Bidder                                                                                 |                  | Michael R Morel, President                                                                                                                                                                                                                                                                                                                                                                                                                                  | Bradley Looney                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5  | <b>Lump Sum Price</b>                                                                          |                  | <b>\$50,925.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>\$68,920.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 6  | Provide Foundation Reaction Moments & Loads of the Equipment by (or weeks ARO):                |                  | 1-2 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7  | Provide Structure Fabrication Shop Drawings for Approval by (or weeks ARO):                    |                  | 2-4 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                               | 8-10 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8  | Provide Anchor Bolt Details by (or weeks ARO):                                                 |                  | 1-2 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 9  | Complete Shipment of OH Structures & Equipment by (or weeks ARO):                              |                  | 14-16 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                             | 18 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 10 | Assumed Order Date                                                                             |                  | March 23, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                              | March 23, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 11 | Delivery Date (with maximum Delivery time)                                                     | July 20, 2017    | July 13, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                               | July 27, 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 12 | Fabricator of Steel Structures:                                                                |                  | Tatman/Whitlow                                                                                                                                                                                                                                                                                                                                                                                                                                              | Whitlow Electric                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 13 | Longest Lead Time, Steel:                                                                      |                  | 6-8 weeks after drawing approval                                                                                                                                                                                                                                                                                                                                                                                                                            | 18 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 14 | Longest Lead Time, Switches:                                                                   |                  | 8-10 weeks after drawing approval                                                                                                                                                                                                                                                                                                                                                                                                                           | 18 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 15 | Longest Lead Time, Remaining Equipment:                                                        |                  | 6-8 weeks after drawing approval                                                                                                                                                                                                                                                                                                                                                                                                                            | 18 weeks ARO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 16 | Total Weight of Steel, lbs:                                                                    |                  | 9,900 lbs                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 14, 049 lbs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 17 | Weight of Largest Pieces for Handling during Erections, lbs:                                   |                  | Column, 900 lbs +/-                                                                                                                                                                                                                                                                                                                                                                                                                                         | TBD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 18 | Dimensions of Largest Pieces:                                                                  |                  | Vertical truss 14' log x 2'-1" high                                                                                                                                                                                                                                                                                                                                                                                                                         | TBD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 19 | List structure items that will require field assembly and describe shipping sections for each: |                  | Refer to item 250 on BOM for description of each component. Trusses will be shipped assembled. Trusses and beams will need to be field bolted to columns. Columns will need to be installed on foundations. Misc pieces will need to be mounted to structure for equipment installation.                                                                                                                                                                    | Structures will require field assembly due to shipping constraints                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 20 | Warranty                                                                                       |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 18 months from delivery or 12 months from complete construction, whichever occurs first.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 21 | Stated Exceptions to Specification                                                             |                  | A 14' fiberglass hookstick and container are included in the price. Delivery schedule is estimated, if quick lead times are required, Tatman will work with the customer to reduce lead times.                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 22 | Comments                                                                                       |                  | Proposal revised 3/3/17 to account for discrepancies in the material count.                                                                                                                                                                                                                                                                                                                                                                                 | Complete prefabricated bus and cable jumpers - \$5,500.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 23 | Delivery Terms                                                                                 |                  | F.O.B. Factory with freight allowed and prepaid to the nearest common carrier point to destination, least expensive way, with structure and major equipment to site via truck.                                                                                                                                                                                                                                                                              | Freight included DDP jobsite with the use of common carriers.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 24 | Payment Terms                                                                                  |                  | Proposal offered for acceptance within 30 days and prices are firm for shipments within 6 months. Net Cash within 30 days from date of shipment. Pro rata payments shall become due as partial shipments are made. When shipments are delayed by the Purchaser, payment shall become due from date when shipment is ready. If payments are withheld beyond the normal 30 days cash period, a charge of 1-1/2% per month will be made on the unpaid balance. | Proposal valid for 60 days. Pricing is firm through the quoted delivery period. Payment terms are net 30 days from submittal of invoices; a 1-1/2% service charge will be applied to all overdue balances for each month past due. Proposed payment schedule:<br>Submittal of design documents for approval to include items: 15%<br>Submittal of manufacturing drawings for approval to include items: 15%<br>Delivery of structures, equipment and materials (multiple invoices possible, pending final delivery schedule) to include items: 70% |
| 25 | <b>Base Price</b>                                                                              |                  | <b>\$50,925.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>\$68,920.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 26 | <b>Price above low bid</b>                                                                     |                  | <b>\$0.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>\$17,995.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 27 | <b>Percent above low bid</b>                                                                   |                  | <b>0.0%</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>35.3%</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 28 |                                                                                                |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 29 | <b>Evaluation Factors (\$/W)</b>                                                               | <b>amount</b>    | <b>cell name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 30 | Minimum Price                                                                                  | \$50,925.00      | minprice                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 31 |                                                                                                |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 32 | Note: Information shown in red text indicates deviation from specification                     |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 33 | Note: Information shown in blue text indicates clarification needed from the bidder.           |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

Attachment: stationuteceval (2252 : Purchase of Substation Equipment for Peak Shaving Project)





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

## ACTION ITEM

DOC ID: 2254

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Department:</b>                | Water Utilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Issue Under Consideration:</b> | Motion to Approve Payment to North American Construction Company, Inc. For Change Order No. 2 For The Wastewater Treatment Facility Modifications Phase 1 & 2 - SBR No. 2 & 3 in the Amount of \$136,110.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Amount Requested:</b>          | \$136,110.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Is Item in Current Budget?</b> | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>If no, please explain:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Financial Impact:</b>          | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Points to Consider:</b>        | <ul style="list-style-type: none"> <li>• The majority of this change order (\$118,850.00) is for repairs to the decant wetwell due to acid feed system and re-construction of the acid feed to prevent future damage.</li> <li>• This change order also includes installation of a sump in SBR #2 as was installed in SBR #3 (\$14,500.00). This sump allows for proper cleaning of the SBR and allows for concrete work to be completed.</li> <li>• This change order also includes additional money for structural concrete changes for the new decanter (\$2,760.00). This was also completed in SBR #3.</li> <li>• As with SBR #3, there will most likely be another change order after cleaning of the SBR #2. We don't know to what extent the cleaning will be, so labor has to be adjusted afterwards.</li> <li>• Between FY 14/15 and FY 17/18, there is \$3,200,000 budgeted for the SBR Modifications for engineering and construction. With approval of this change order, we will be at a total of \$2,943,389 for engineering and construction. We will still be \$256,611 under budget.</li> </ul> |
| <b>Options:</b>                   | Approve or Disapprove                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

### Reviews:

Will Cook Completed 03/07/2017 3:59 PM  
 Debra Bivens Completed 03/07/2017 4:22 PM  
 Paul Gardner Completed 03/09/2017 7:12 AM  
 Ann U. Mercer Completed 03/09/2017 10:52 AM  
 Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 North American Change Order #2 (PDF)

Updated: 3/7/2017 3:59 PM by Will Cook (Page 1)

2. 2 North American Proposal Change Order #2 (PDF)

**CONTRACT CHANGE ORDER NO. 2**DATE: March 3, 2017PROJECT: Wastewater Treatment Facility  
Modifications – Phase 1 & 2 –  
SBR No. 2 & 3CHANGE ORDER #: 2PROJECT #: 31-2016-001Description of and Reason for Change:

1. Additional work to repair and modify the acid feed and containment system and additional work in SBR No. 2 associated with a new concrete sump and decanter structural concrete changes as described in Engineer's Change Order Request No. 2 dated 10/27/16 and Contractor's proposals dated 02/15/17 and 03/02/17.

Itemization of Proposed Change and Basis for Payment

Original Contract Price ..... \$ 2,332,250.00

Previous Change Orders, An Addition of. .... \$ 35,390.00

This Change, An Addition of ..... \$ 136,110.00

Proposed Revised Contract Price ..... \$ 2,503,750.00

Extension of Contract Time Required: 0 days.Revised Contract Completion Date: October 28, 2017Accepted by the Contractor: North American Construction Company, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_

Recommended by: W.K. Dickson & Company, Inc.

By:  \_\_\_\_\_ Date: 03-02-17

William H. Young, PE

Approved by the Owner: City of Georgetown, South Carolina

By: \_\_\_\_\_ Date: \_\_\_\_\_

CONTRACT CHANGE ORDER NO. 2  
03-02-2017

**Packet Pg. 55**



*Industrial and Municipal General Contractors*

## PROPOSAL & AGREEMENT

|             |                      |                  |                    |
|-------------|----------------------|------------------|--------------------|
| Issue Date: | February 15, 2017    | Proposal Number: | 453305             |
| Client:     | City of Georgetown   | Valid Through:   | March 15, 2017     |
| Project:    | Acid Feed Upgrade    | Prepared By:     | Kirby Hinson       |
| Contact:    | Bill Young           | Telephone:       | 843-292-5508       |
| Email:      | byoung@wkdickson.com | Email:           | khinson@naccdb.com |

We are thankful for the opportunity to provide you with the following proposal. Your acceptance of this proposal in writing is your agreement to NACCs terms and conditions herein. We look forward to providing you with quality and reliable services that will fulfill and exceed your expectations

---

### Scope of Work

- 1) **Decant Pump Discharge Basin:**
  - New 2" diffuser pipe, supports, anchors, and straps
  - New wall coating
  - Exposed piping to be painted safety yellow
- 2) **Decant PS Wall Repair:**
  - Pump and clean out area to make ready for repairs
  - Repair damaged wall
- 3) **Acid Containment:**
  - Remove and replace pumps for liner placement
  - New piping to pumps
  - Construction of 3'x3'x4" concrete pad
  - Backflow assembly and fiberglass enclosure
  - New piping to eyewash
- 4) **Dilution Panel:**
  - Installation of new dilution panel
- 5) **Heat Tracing:**
  - Heat tracing of piping



Industrial and Municipal General Contractors

### Cost Summary

#### **Decant Pump Discharge Basin**

|                      |    |           |
|----------------------|----|-----------|
| Subcontractor (15%): | \$ | 15,000.00 |
| Labor:               | \$ | 7,100.00  |
| Equipment:           | \$ | 6,900.00  |
| Materials:           | \$ | 1,000.00  |
| Total:               | \$ | 30,000.00 |

#### **Decant PS Wall Repair:**

|                      |    |           |
|----------------------|----|-----------|
| Subcontractor (15%): | \$ | 12,970.00 |
| Labor:               | \$ | 8,250.00  |
| Equipment:           | \$ | 12,780.00 |
| Materials:           | \$ | 0.00      |
| Total:               | \$ | 34,000.00 |

#### **Acid Containment:**

|                      |    |           |
|----------------------|----|-----------|
| Subcontractor (15%): | \$ | 14,200.00 |
| Labor:               | \$ | 9,000.00  |
| Equipment:           | \$ | 2,800.00  |
| Materials:           | \$ | 6,000.00  |
| Total:               | \$ | 32,000.00 |

#### **Dilution Panel:**

|                               |    |           |
|-------------------------------|----|-----------|
| Labor:                        | \$ | 1,800.00  |
| Equipment:                    | \$ | 0.00      |
| Materials (markup and taxes): | \$ | 11,550.00 |
| Total:                        | \$ | 13,350.00 |

#### **Heat Tracing:**

|                      |    |          |
|----------------------|----|----------|
| Subcontractor (15%): | \$ | 9,500.00 |
| Labor:               | \$ | 0.00     |
| Equipment:           | \$ | 0.00     |
| Materials:           | \$ | 0.00     |
| Total:               | \$ | 9,500.00 |

**Total Proposal:** \$ 118,850.00

Physical Address: 124 West McIver Road Florence, South Carolina 29501  
 Mailing Address: Post Office Box 15088 Quinby, South Carolina 29506  
 Telephone: 843-667-0244 Fax: 843-665-4963  
 www.NACCDB.COM

Attachment: North American Proposal Change Order #2 (2254 : WWTP SBR Modifications Phase 1 & 2 Change Order No. 2)



*Industrial and Municipal General Contractors*

### **Conditions**

- Customer understands that NACC may need to revise the Scope of Work and/or Proposal Price based on site conditions at the time of a site visit, a change in site conditions may result in a need to revise price
- Proposal based on ability to maneuver the required equipment and machinery. A change in conditions that limits this ability will result in additional charges in order to make the necessary adjustments.
- One mobilization is included unless specified in the above scope. Additional mobilizations will incur additional charges.
- Standby or delays caused by others that result in loss of time will be charged at an applicable hourly rate.
- Quantities are estimated. Invoicing is based on actual field measured quantities.
- Live utilities clearly marked and made safe by others.

By signing below, you agree to the terms and conditions set forth by this document. A signed copy of this proposal must be submitted with a notice to proceed before any work or preparation will commence.

Accepted By: \_\_\_\_\_  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Physical Address: 124 West McIver Road Florence, South Carolina 29501  
Mailing Address: Post Office Box 15088 Quinby, South Carolina 29506  
Telephone: 843-667-0244 Fax: 843-665-4963  
www.NACCDB.COM*



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

## ACTION ITEM

DOC ID: 2256

|                                   |                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                                                                                                                                                           |
| <b>Department:</b>                | Engineering                                                                                                                                                                                                                                                                                                             |
| <b>Issue Under Consideration:</b> | Motion to approve bid and make payments to CP&G as the general contractor for the Ben Cooper Park Improvements Phase III project in the amount not to exceed \$250,000. Bid price includes all the labor, material and supplies to construct the project in accordance with the contract documents and Addenda 1 and 2. |
| <b>Amount Requested:</b>          | \$250,000                                                                                                                                                                                                                                                                                                               |
| <b>Is Item in Current Budget?</b> | Yes                                                                                                                                                                                                                                                                                                                     |
| <b>If no, please explain:</b>     |                                                                                                                                                                                                                                                                                                                         |
| <b>Financial Impact:</b>          | None. Work has been budgeted in this fiscal year.                                                                                                                                                                                                                                                                       |
| <b>Points to Consider:</b>        | Bid price was in the amount of \$231,671. However, I am requesting an additional amount of \$18,329 as a contingency to cover any potential change orders that may occur during the project duration. This amount requested is still within the approved budget funds.                                                  |
| <b>Options:</b>                   | CP&G is the lowest qualified responsible bidder. There were two other bidders. See attached bid tab.                                                                                                                                                                                                                    |
| <b>Staff Recommendation:</b>      | Award contract to CP&G in the amount of \$231,671.                                                                                                                                                                                                                                                                      |

### Reviews:

Orlando Arteaga Completed 03/07/2017 4:30 PM  
 Finance Completed 03/07/2017 4:54 PM  
 City Attorney Completed 03/08/2017 10:34 AM  
 contract to be reviewed after award  
 Paul Gardner Completed 03/09/2017 7:14 AM  
 Ann U. Mercer Completed 03/09/2017 11:05 AM  
 Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 BID FORM - CP&G (PDF)
2. 2 CP&G contractor license (PDF)
3. 3 CP&G Qualifications Form (PDF)
4. 4 CP&G Subcontractor List (PDF)
5. 5 BID TAB (PDF)

Updated: 3/9/2017 11:06 AM by Ann U. Mercer (Page 1)

BEN COOPER PARK IMPROVEMENTS

PHASE III, PROJECT #1204

**SECTION 00311  
BID FORM**

BEN COOPER PARK IMPROVEMENTS, PHASE III, PROJECT #1204.  
For the City of Georgetown, SC

Date: FEBRUARY - 28<sup>th</sup> - 2017.

PROPOSAL OF CP&G

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

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

TO: Ms. Daniella Howard City of Georgetown, SC

To Whom it may concern:

The Bidder, in compliance with your invitation for bids for the BEN COOPER PARK IMPROVEMENTS, PHASE III, PROJECT #1204 having examined the drawings and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, for the Lump Sum of:

231,671.00 Dollars \$(TWO HUNDRED THIRTY ONE THOUSAND SIX HUNDRE SEVENTY ONE)

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

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

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 (60) sixty consecutive calendar days after specified date on Notice to Proceed.



## BEN COOPER PARK IMPROVEMENTS

PHASE III, PROJECT #1204

Bidder further agrees to pay as liquidated damages the sum of \$500.00 for each consecutive calendar day thereafter as hereinafter provided in Paragraph 19 of the General Conditions 00700.1.

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

Bidder acknowledges receipt of the following addendum:

No.: 1 Dated: FEB -

No.: 2 Dated: FEB - 17th.

No.:     Dated:       

No.:     Dated:       

No.:     Dated:       

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

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

Attachment: BID FORM - CP&G (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

**SCHEDULE OF TASKS**

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

| Item no. | Description                                                                                        | Unit | Total Price   |
|----------|----------------------------------------------------------------------------------------------------|------|---------------|
| 1        | General Conditions including supervision, insurance, bonds, and permits.                           | LS   | \$ 20,460.00  |
| 2        | Site Improvements (Wood pile and fence rope disposal, grading, excavation/backfill, and utilities) | LS   | \$ 7,260.00   |
| 3        | Ditching for electrical HDPE conduit and installation of light pole bases                          | LS   | \$ 13,200.00  |
| 4        | New 4-in concrete sidewalks and pads                                                               | LS   | \$ 12,652.00  |
| 5        | New 6-in driveway w/ WWF                                                                           | LS   | \$ 6,864.00   |
| 6        | Landscaping and Irrigation                                                                         | LS   | \$ 9,240.00   |
| 7        | 3-month maintenance of plant material                                                              | LS   | \$ 3,000.00   |
| 8        | Chain link fence and gates                                                                         | LS   | \$ 26,995.00  |
| 9        | Bathroom building with exterior shower                                                             | LS   | \$ 132,000.00 |
|          |                                                                                                    |      |               |
|          | Total Bid                                                                                          | LS   | \$ 231,671.00 |

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

Prime Contractor Responsibilities - The contractor will be required to assume sole responsibility for the complete effort as required by this RFB. The City will consider the contractor to be the sole point of contact with regard to all project matters.

**SUBCONTRACTOR LIST**

Subcontracting - If any part of the work covered by this RFB is to be subcontracted, the contractor shall identify the subcontracting organization at the time of the offer. All subcontractors must be approved by the City.

Sub-contractors (with contact information) to be utilized in project:

| SUBCONTRACTOR      | COMPANY NAME/ADDRESS | CONTACT NAME/ PHONE |
|--------------------|----------------------|---------------------|
| DIRECTIONAL BORING |                      |                     |
| CONCRETE           |                      |                     |
| ROOFING            |                      |                     |
| IRRIGATION         |                      |                     |
| GENERAL CARPENTRY  |                      |                     |
| PAINTING           |                      |                     |
| ELECTRICAL         |                      |                     |
| PLUMBING           |                      |                     |
| LANDSCAPING        |                      |                     |
| SITE WORK          |                      |                     |
| FENCING            |                      |                     |
| MASONRY            |                      |                     |
| OTHER              |                      |                     |

BEN COOPER PARK IMPROVEMENTS

PHASE III, PROJECT #1204

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

State of \_\_\_\_\_

A partnership consisting of

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

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

Respectfully Submitted: 

\_\_\_\_\_  
Contractor

(SEAL – if bid is by a Corporation)

By: CP&G

PRABHAKAR - MORA

\_\_\_\_\_  
(Type/Print Name)

OWNER

\_\_\_\_\_  
(Title)

829 Suite B - Front St

\_\_\_\_\_  
(Street Address)

Gaithersburg - SC - 29440

\_\_\_\_\_  
(City, State, Zip Code)

S.C. General Contractor's License No. G 118621

06-1752075

FID No. \_\_\_\_\_ and/or SSN \_\_\_\_\_

**(END OF SECTION)**



★★★★★ LICENSE#: G118621 ★CCB1033916  
South Carolina Department of Labor, Licensing and Regulation  
**SC Contractor's Licensing Board**

Certifies Licensee:  
**CP & G**  
**829 FRONT STREET SUITE B**  
**GEORGETOWN SC 29440**  
as a  
**GENERAL CONTRACTOR**

DATE OF ISSUE: .....10/28/2016  
INITIAL LICENSE DATE: .....04/24/2014  
EXPIRATION DATE: .....10/31/2018

*Roger Lowe*  
Administrator

★★★★★ LICENSE#: G118621 ★CCB1033916  
for Licensee  
**CP & G**  
in the Classification(s) and Group# Limitation of:

**BD4**

\*\*\* NEW Dollar Group# Limitations - Effective 06/03/2016: \*\*\*

The number after your 2-letter classification(s) above is your Group#

|                        |                        |
|------------------------|------------------------|
| Group #1 - \$50,000    | Group #3 - \$500,000   |
| Group #2 - \$200,000   | Group #4 - \$1,500,000 |
| Group #5 - \$Unlimited |                        |

(See back of card for 2-letter Classification Abbreviations Key)

Qualifier(s): **PRABHAKAR MORO**  
LICENSE EXPIRES: 10/31/2018

\*\*\* **BOTH PORTIONS OF THE ABOVE POCKETCARD MUST BE PRESENTED AT ALL TIMES** \*\*\*

**DO NOT PEEL CARD FROM A CORNER**

**To remove card from backing**

- Bend form back from the outside edge
- Pull card off backing

**WALL CERTIFICATE BELOW:**

|                                                                                                                                           |                              |            |
|-------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------|
| STATE OF SOUTH CAROLINA                                                                                                                   |                              | CCB1033916 |
| DEPARTMENT OF LABOR, LICENSING AND REGULATION                                                                                             |                              |            |
| SC CONTRACTOR'S LICENSING BOARD                                                                                                           |                              |            |
| LICENSE CERTIFICATE                                                                                                                       |                              |            |
| The following Licensee:                                                                                                                   | ★★★★ LICENSE#: G118621 ★★★★★ |            |
| CP & G                                                                                                                                    |                              |            |
| 829 FRONT STREET SUITE B                                                                                                                  |                              |            |
| GEORGETOWN SC 29440                                                                                                                       |                              |            |
| has met the necessary qualifications required by the laws of South Carolina and is duly qualified and entitled to practice as a:          |                              |            |
| <b>GENERAL CONTRACTOR</b>                                                                                                                 |                              |            |
| for the Classification(s) and Group Limitation shown below:                                                                               |                              |            |
| <b>BD4</b>                                                                                                                                |                              |            |
| *** NEW Dollar Group# Limitations - Effective 06/03/2016: ***                                                                             |                              |            |
| The number after your 2-letter classification(s) above is your Group#                                                                     |                              |            |
| Group #1 - \$50,000      Group #3 - \$500,000                                                                                             |                              |            |
| Group #2 - \$200,000      Group #4 - \$1,500,000                                                                                          |                              |            |
| Group #5 - \$Unlimited                                                                                                                    |                              |            |
| LICENSE EXPIRES: .....10/31/2018                                                                                                          | <i>Roger Lowe</i>            |            |
| Date of Issue: .....10/28/2016                                                                                                            | Administrator                |            |
| Initial License Date: .....04/24/2014                                                                                                     |                              |            |
| License Qualifier(s): <b>PRABHAKAR MORO</b>                                                                                               |                              |            |
| *** It is at the discretion of the licensee, not the board, to authorize officers of the company to pull permits and conduct business *** |                              |            |

BEN COOPER PARK IMPROVEMENTS

PROJECT #1204, PHASE III

Bond No. 318-BB

**00350 BID BOND****KNOW ALL MEN BY THESE PRESENT:**

That we, the undersigned Prabhakar D Moro DBA CP&G, as Principal, and Developers Surety and Indemnity Company, as Surety, are hereby held and firmly bound unto the City of Georgetown, South Carolina, as Owner, in the penal sum of **5% NTE Twelve Thousand Five Hundred** Dollars 00/100 Cents (**\$12,500.00**), for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 28<sup>th</sup> day of February, 2017.

The condition of the above obligation is such that:

**WHEREAS**, the Principal has submitted to City of Georgetown, South Carolina, a certain Bid, attached hereby and by reference made a part hereof, to enter into a contract in writing for the Project # 1204 : Ben Cooper Park Improvements, Phase III.

**NOW, THEREFORE,**

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

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

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

BID BOND

00350-1

**Packet Pg. 66**



BEN COOPER PARK IMPROVEMENTS

PROJECT #1204, PHASE III

**Prabhakar D Moro DBA CP&G**  
829-B Front St, Georgetown, SC 29440

Principal

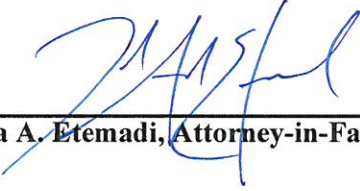
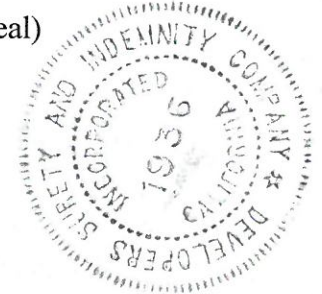
(Corporate Seal)

By:  (L.S)

**Developers Surety and Indemnity Company**  
P.O. Box 19725, Irvine, CA 92623-9725

Surety

(Corporate Seal)

By:  (L.S)  
**Joshua A. Etemadi, Attorney-in-Fact**

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

**Note:** Bond must be countersigned by a South Carolina resident agent.

(END OF SECTION)

BID BOND

00350-2

Packet Pg. 67

**POWER OF ATTORNEY FOR  
DEVELOPERS SURETY AND INDEMNITY COMPANY**  
PO Box 19725, IRVINE, CA 92623 (949) 263-3300

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY, does hereby make, constitute and appoint:

\*\*\*Kimberly D. Santiago, Isabel C. DePaz, Joshua A. Etemudi, Edin R. Zukanovic, David A. Zeckman, Rachel McLaughlin, jointly or severally\*\*\*

as its true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporation, as surety, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporation could do, but reserving to each of said corporation full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolution adopted by the Board of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, any Executive Vice-President, Senior Vice-President or Vice-President of the corporation be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporation, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of the corporation be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporation when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY has caused these presents to be signed by its officers and attested by its Secretary or Assistant Secretary this 6th day of February, 2017.

By: *Daniel Young*  
Daniel Young, Senior Vice-President

By: *Mark Lansdon*  
Mark Lansdon, Vice-President

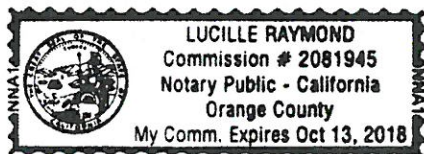


A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Orange

On February 6, 2017 before me, Lucille Raymond, Notary Public  
Date Here Insert Name and Title of the Officer

personally appeared Daniel Young and Mark Lansdon  
Name(s) of Signer(s)



Place Notary Seal Above

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *Lucille Raymond*  
Lucille Raymond, Notary Public

**CERTIFICATE**

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY or INDEMNITY COMPANY OF CALIFORNIA, does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 28<sup>th</sup> day of February, 2017.

By: *Cassie J. Berrisford*  
Cassie J. Berrisford, Assistant Secretary

ATS-1004 (02/17)





[Print this page](#)**Board: Commercial Contractors****C P & G**

829 FRONT STREET SUITE B  
GEORGETOWN, SC 29440  
(843)545-1589

**License number:** 118621

**License type:** GENERAL CONTRACTOR

**Status:** ACTIVE

**Expiration:** 10/31/2018

**First Issuance Date:** 04/24/2014

**Classification:** BD4

**President / Owner:** PRABHAKAR MORO

[Click here for Classification definitions and licensee's contract dollar limit](#)

**Supervises**

**PRABHAKAR MORO - (CQG)**

[File a Complaint against this licensee](#)

**Board Public Action History:**[View Orders](#)[View Other License for this Person](#)

No Orders Found

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

**CONTRACTOR/SUBCONTRACTOR QUALIFICATIONS**

**1.1 DESCRIPTION**

- A. Information submitted will be used by the Owner to determine the competency and ability of the Contractor/Subcontractor to perform the scheduled work in a manner deemed satisfactory to the Owner. The Owner's decision shall be final.
- B. Any Subcontractor used by the General Contractor whose portion of this project exceeds 10% of the total bid shall be required to provide the same information as the General Contractor.
- C. The General Contractor/Subcontractor shall include with this section a detailed financial statement indicating the Contractor's/Subcontractor's financial resources. The information on that statement shall be certified by a Certified Public Accountant.
- D. The Contractor/Subcontractor shall certify by attaching his signature to this document as provided that all information contained herein is complete and all statements and answers are accurate and true. Providing misinformation, incomplete information, inaccurate information, or failure to certify the information, will subject bidder to disqualification.

**1.2 QUALIFICATIONS**

- A. Complete the following (attach additional sheets as required):

1. Name: PRABHAKAR MORO. — CP&G
2. Address: 829 SUITE 'B' FRONT STREET
3. City, State, Zip: GEORGETOWN - SC - 29440.
4. Principal: PRABHAKAR MORO.

- B. Number of years your firm has been in business: THREE.

- C. List and describe a minimum of five (5) previous projects of similar size and nature completed in the last ten (10) years. (Attach additional sheets, if necessary):

1. CAROLINA CUSTOM FIRE ARMS.  
9881, OCEAN HWY - Pawleys Island - SC - 2958  
CONSTRUCTION OF A NEW GUN SHOP  
WITH GUN RANGE.  
COST OF PROJECT - 595,000.00.  
COMPLETED ON TIME.

CITY OF GEORGETOWN, SOUTH CAROLINA  
 BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
 PROJECT No. 1204

2. DEPARTMENT OF NAVY.  
REPAIR - RE ROOFING AT NAVY  
HOSPITAL AT BEAFORT - SOUTH CAROLINA.

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

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

1. COASTA CAROLINA CUSTOM FIRE ARMS  
MR. MARC NEWMAN.  
843-325-3488.

2. DEPARTMENT OF NAVY  
CHARLES. RODNEY SMALL. CONTRACTING OFFICE  
843-228-3980

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

3. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
4. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
5. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

1. Original contract price: 518,891.08  
 Final construction price: 595,678.65  
 Specified completion time: 6 MONTHS  
 Actual completion time: COMPLETED ON TIME.  
 Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
2. Original contract price: 30,000.00  
 Final construction price: 30,000.00  
 Specified completion time: 3 MONTHS

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Actual completion time: 4 MONTHS.

Explanation: WEATHER, CONDITIONS. DUE TO COLD CONDITIONS DURING WINTER, FOR FINAL COAT ON TOP OF ROOF SURFACE - SPECS CALLS FOR 50° TO APPLY FINAL COAT.

3. Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_



**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. List the names, addresses and work of any portion of this project which will be subcontracted (more than 10% of the bid price). (Attach additional sheets, if necessary):

1. CHUCKS HEATING & AIR INC.  
77- DECK LOOP. GEORGETOWN-SC-29444  
PLUMBING, ELECT, CARPENTRY -
2. EAST COAST FENCING, INC.  
553 GARRISON ROAD  
GEORGETOWN- SC-29444 - [CHAIN LINK FENC]
3. R.C. MASONRY INC.  
315, STONEBRIDGE DR, MYRTLE BEACH-SC-29588  
CONCRETE AND MASONRY WORK.
4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

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

LISTED SEPARATELY FROM SUB CONTRACTOR  
(ATTACHED)

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

NONE

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

ROBERT O'NEAL HOFF

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

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)



**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

1. NONE

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

K. List past projects completed with Owner of project proposed in last ten (10) years.  
(Attach additional sheets, if necessary):

1. NONE.

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

L. List past projects bid on with Owner of project proposed in last ten (10) years.  
(Attach additional sheets, if necessary):

1. \_\_\_\_\_

BEN COOPER PARK.

2. \_\_\_\_\_

REPAIRS-TO- CONCRETE WALK WAY  
AROUND CITY

\_\_\_\_\_

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

M. List all past projects completed with Architect/Engineer in past ten (10) years  
(Attach additional sheets, if necessary):

1. Project Name: CAROLINA CUSTOM FIRE ARMS

Project Manager: (Engineer's): VERNON NESMITH.

Original contract price: 518,891.08.

Final construction price: 595,678.65

Specified completion time: 6 MONTHS

Actual completion time: 6 MONTHS.

Explanation: COMPLETED ON TIME.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Project Name: \_\_\_\_\_

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Project Manager: (Engineer's): \_\_\_\_\_

Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Project Name: \_\_\_\_\_

Project Manager: (Engineer's): \_\_\_\_\_

Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Project Name: \_\_\_\_\_

Project Manager: (Engineer's): \_\_\_\_\_

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Project Name: \_\_\_\_\_

Project Manager: (Engineer's): \_\_\_\_\_

Original contract price: \_\_\_\_\_

Final construction price: \_\_\_\_\_

Specified completion time: \_\_\_\_\_

Actual completion time: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

N. List all projects involving litigation, arbitration and/or mediation in past ten (10) years (Attach additional sheets, if necessary):

1. Project Name: NONE

Owner: \_\_\_\_\_

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

Explanation: \_\_\_\_\_

NONE.

Result: \_\_\_\_\_

2. Project Name: \_\_\_\_\_

Owner: \_\_\_\_\_

Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

Explanation: \_\_\_\_\_

Result: \_\_\_\_\_

3. Project Name: \_\_\_\_\_

Owner: \_\_\_\_\_



**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Engineer: \_\_\_\_\_

Date: \_\_\_\_\_ *NONE*

Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Result: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Project Name: \_\_\_\_\_

Owner: \_\_\_\_\_

Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Result: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Project Name: \_\_\_\_\_

Owner: \_\_\_\_\_

**CITY OF GEORGETOWN, SOUTH CAROLINA  
BEN COOPER PARK IMPROVEMENTS PROJECT-PHASE III  
PROJECT No. 1204**

Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Result: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

P. Attach General Contractor/Subcontractor certified financial statement(s).

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

Signature

PRABHAKAR MORO

Name (Print)

OWNER

Title

3-6-2017

Date

(Seal)

Notary Public of South Carolina (State)

My commission expires: 12/31/22



**DEPARTMENT OF THE NAVY**  
**NAVAL FACILITIES ENGINEERING COMMAND MID-ATLANTIC**  
 9324 VIRGINIA AVENUE  
 NORFOLK, VA 23511-3095

IN REPLY REFER TO  
 R20 EA  
 September 27, 2015

CP&G  
 829 FRONT ST STE B  
 GEORGETOWN SC 29440-3500

**Subj: CONTRACT N40085-15-M-9352 REPAIR ROOF AT BLDG# 134, NAVAL HOSPITAL  
 BEAUFORT, SC**

This letter is your **Notice of Award** of the subject contract (DD 1155) in the amount of **\$30,000**. Performance and Payment Bonds are not required; however, a copy of your insurance is due within 15 days of the contract award date.

In accordance with FAR 52.236-26, PRECONSTRUCTION CONFERENCE, you will be required to attend a preconstruction conference for the subject contract. If you are not contacted by the Construction Manager within 15 days of this notice, **please initiate contact**.

The contract completion date is **7 January 2016**; however, please complete at your earliest convenience. The Contract Specialist will be Rodney Small, LTJG Justin Chambers 843-228-4381 is the Construction Manager (CM), and the Engineering Technician (ET) who will be performed surveillance is Noel Coolican 843-228-228-3696.

If you have any additional questions, please contact me at the above cited number, or e-mail [rodney.small@navy.mil](mailto:rodney.small@navy.mil). Congratulations on your award.

Sincerely,

SMALL.CHARLES.R.1203  
 545424

Rodney Small  
 Contracting Officer

Digitally signed by SMALL.CHARLES.R.1203545424  
 DN: cn=US, o=U.S. Government, ou=DoD, ou=PKI,  
 ou=USN, cn=SMALL.CHARLES.R.1203545424  
 Date: 2015.09.28 08:41:23 -0400

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

RD Instruction 1942-A  
(Guide 19 - Attachment 7)

**NOTICE OF AWARD**

TO: CP&G General Contractors  
829 Front Street, Suite "B"  
Georgetown, SC 29440

PROJECT Description: 2568 HSF addition w/ 513 HSF attic to an existing wood frame building, business occupancy, attic trusses, raised slab, vinyl siding, asphalt shingle with HC ramp and porches, minor interior renovations to the existing building, new parking area walkways.

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids dated March 3, 2017, 19\_\_\_\_, and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$ 469,704.08.

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, Payment BOND and certificates of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER's acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this 3rd day of March, 2017, 19\_\_\_\_.

The Family Justice Center of Georgetown  
and Horry Counties

By Richard H. Clute

Title Board Chair

**ACCEPTANCE OF NOTICE**

Receipt of the above NOTICE OF AWARD is hereby acknowledged

by [Signature]  
this the 3rd day of MARCH, 19 2017.  
By PRABHAKAR MORA  
Title OWNER

(1-15-79) SPECIAL PM

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)



# Prabhakar D Moro

829 Suite B, Front Street, Georgetown, SC, 29440 [centuryprints@yahoo.com](mailto:centuryprints@yahoo.com)

## Personal Summary

A professional with over 20 years of experience in civil engineering, focusing on the planning/estimating of work expectations per contract, as well as on quality control tests of construction materials. A dedicated and detail-oriented professional who will work around the clock to meet target deadlines and surpass corporate expectations.

## Areas of Expertise

Road Equipment: Hot Mix Plant and Stone Crushers, design of roads and storm water drainages, Industrial and Commercial Buildings, Accounting Client Relations Computer mapping, arcview, arcinfo, AutoCAD, aerial photos

## Professional History

### CP&G

Construction and General Contracting 2014 Presently

### Carolina Custom Fire Arms, Pawleys Island, South Craolina.

This is a project, building a Gun Shop and Gun Range. The cost of the project estimated to \$595,000.00 and have completed 100% of the project. The project has been successfully completed on time.

### Roof Replacement for Bldg 134 at Navy Hospital, Beaufort, South Carolina.

The cost of the project is \$30,000.00 and the project is completed.

### Century prints & graphics

Reprographic business Jan 2006

Working presently with engineering copiers (Blue prints) Custom built maps, estimating for bid process aerial maps, and laminators Including book Keeping, accounts, and client relations.

### Database Manager

Georgetown County GIS June 1999 – Jan 2006

Worked on input of data on tax maps (parcel data) creating different maps for various departments, customer support, printing maps, aerial infrared, and computer network. The input of data being done with arc view and arc info(arcgis).

Working with AutoCAD file, which are got from the surveyors, converting to ESRI format.

### Road Engineer

Georgetown County Public Works Georgetown South Carolina Jan 1998

Took control on Construction of county roads, inspection, maintenance of various roads within the county. Job involved Quality control, Preparing Bid requirements, Concrete and asphalt work and projects funded by the state to improve storm water drainage and paving the road.

### Project Manager

National Asphalt Products and Construction Company, Bangalore, India 1992-1997

Supervised road construction of an industrial layout for a leading truck manufacturing company.

Designed and implemented the construction of roadways and drainage for Timex Watch's industrial park and housing complex. Constructed storm water drains, compound wall, helipads, runways, and a test track for new vehicles.

- ▣ Performed initial survey of land, market rates of construction materials, and rate analysis of project profitability for road construction, airport runways, storm water drainage and helipads commercial and Industrial buildings.
- ▣ Supervised major road works and storm water management including construction of bridges and culverts.
- ▣ Maintained schedules, progress reports, and accounts/material ledgers.
- ▣ Updated clients/consultants with presentations and informal talks.
- ▣ Worked around the clock to implement client changes or to meet target date.
- ▣ Completed a major cargo project in record time, ensuring extra work and bonuses from client without need for future bids.

## Professional History

### Project Engineer

Recondo Limited, Bombay, India

1981-1992

Upgraded the hangers, runways, bridges, taxi, walkways, and drainage of Trivandrum International Airport to meet international standards set by Indian Road Congress (equal to the United State's FAA), as well as renovated the runways at Indore Airport to permit the take off and landing of Boeing 737s. Performed construction on more than 150 miles of national highways, such as strengthening, resurfacing, and engineering through dense foliage.

- ▣ Supervised technical/non-technical staff while managing personnel and machinery.
- ▣ Prepared and submitted bills to clients, negotiated salaries, and procured materials.
- ▣ Worked with both rigid and flexible pavements.
- ▣ Calculated profit to company through project planning/surveying.
- ▣ Completed Grand Trunk Road project in only five months, resulting in maximum profit obtained by the company.
- ▣ Granted control for areas where progress was lacking.
- ▣ Utilized hot mix plant, paver finisher, overloader, vibratory rollers, static rollers, bozers, graders, excavators, batching plant, and screed vibrators.

Spencer International, Bangalore, India

1980-1981

Constructed hotel cottages, including interior designs and overhead tank.

- ▣ Oversaw quality control of construction of overhead water tank(Tower)and monitored progress.
- ▣ Rechecked work to ensure it met design, drawing, and contract specifications.
- ▣ Prepared estimates for highway, bridge, and culvert projects, as well as for housing developments.
- ▣ Acted as engineer in project that was scheduled for "continuous" throughout project, but was completed in three around-the-clock days.

### Junior Engineer

Department of Public Works, Maharashtra State, India

1978-1980

Surveyed new alignments of roadways, estimated time/cost, and initiated construction. Also prepared bid forms and land acquisition procedures.

## Education



## Computer Skills

---

MS Office, Arc view, Arc info, AutoCAD, Chief architect and other mapping software.

- **References Furnished upon Request**

Status: Citizen USA

5003 KENT ROAD ANDREWS, SOUTH CAROLINA, 29510  
 843-359-6423  
 roberthoff7938@gmail.com

## ROBERT O'NEAL HOFF

### objective

TO OBTAIN EMPLOYMENT AND BUILD ON A CAREER WITH AN ESTABLISHED COMPANY IN THE FIELD COMMERCIAL/INDUSTRIAL CONSTRUCTION. TO BRING MY KNOWLEDGE, EXPERIENCE, WORK ETHIC, AND STRONG COMMITMENT TO SAFETY TO A COMPANY SO THAT THE COMPANY AND MYSELF CAN GROW AND PROSPER.

### Functional summary

I BRING 28 YEARS OF CONSTRUCTION EXPERIENCE WITH 15 YEARS OF EXPERIENCE AS A PROJECT SUPERINTENDENT. I AM A REGISTERED JOURNYMAN CARPENTER WITH THE CAROLINAS AGC AND REGISTERED SUPERINTENDENT WITH THE CAROLINAS AGC. I HAVE EXPERIENCE IN MULTIPLE FACETS OF COMMERCIAL AND INDUSTRIAL CONSTRUCTION. I HAVE A 10 HOUR OSHA CERTIFICATION, FIRST AID, AED, AND CPR CERTIFICATION. I AM ALSO CERTIFIED HEAVY EQUIPMENT, ALL SCAFFOLD SYSTEMS, SWING STAGES, AND MAST CLIMBERS.

### Summary of qualifications

28 YEARS OF COMMERCIAL/INDUSTRIAL EXPERIENCE  
 15 YEARS OF EXPERIENCE AS A PROJECT SUPERINTENDENT  
 1988 TO 1992 ATTENDED CREOC VOCATIONAL SCHOOL CARPENTRY APPRENTICESHIP PROGRAM NORTH CHARLESTON SC. CERTIFICATE OF COMPLETION.  
 1996 TO 1999 ATTENDED TRIDENT TECHNICAL COLLEGE PROJECT SUPERVISION NORTH CHARLESTON SC. CERTIFICATE OF COMPLETION.  
 10 HOUR OSHA CERTIFICATION

### EMPLOYMENT;

MAY 2015 – PRESENT CHUCKS HEATING AND AIR GEORGETOWN SC  
 SUPERINTENDANT

PRIMARY RESPONSIBILITIES: SUPERVISING CREWS IN VARIOUS ASPECTS OF COMMERCIAL CONSTRUCTION. KNOWLEDGE AND UNDERSTANDING OF PLANS AND SPECIFICATIONS. COORDINATING WITH OWNERS, ARCHITECTS, AND ENGINEERS. PROVIDING QUALITY AND TIMELY COMPLETION OF PROJECTS IN A SAFE AND PROFESSIONAL MANNER.

PROJECTS INCLUDE RINEHART DENTISTRY 4,000 SQ.FT. DENTAL OFFICE  
 JIMMY JOHN'S SANDWICH RESTURANT 3,600 SQ.FT. RESTURANT  
 JELLIE BELLIES RESTURANT 4,500 SQ.FT RESTURANT WITH SECOND FLOOR DINNING.  
 ROSES DEPARTMENT STORE 32,000 SQ.FT. RETAIL SPACE.

JULY 2014 – MAR 2015 THE ROBERTS COMPANY WINTERVILLE NC.

FIELD SUPERINTENDANT BP BPH FACILITY CAINHOY SC.  
 PRIMARY RESPONSIBILITIES: SUPERVISING MULTIPLE CREWS IN THE INSTALLATION OF CONCRETE FOUNDATIONS, SLABS, ELEVATED BEAMS AND PIPE SUPPORT STRUCTURES. ALL LAYOUT AND ELEVATIONS. CORRECT INTERPRETATION OF PLANS AND SPECIFICATIONS. ORDERING AND EXPEDITION OF BUILDING MATERIALS. COMMUNICATION WITH ENGINEERS AND MANAGEMENT. PROVIDING QUALITY CONTROL AND MAINTAINING PROJECT BUDGETS AND SCHEDULES.

FEB 2014 – MAY 2014 KBR INTERNATIONAL PAPER GEORGETOWN SC.  
 CONSTRUCTION FOREMAN/HEAVY EQUIPMENT OPERATOR.  
 PRIMARY RESPONSIBILITIES COORDINATING AND SUPERVISING CREWS OF UP TO 15 MEN IN THE SAFE AND TIMELY COMPLETION OF PROJECTS DURING THE SHUTDOWN OF MAJOR MACHINES AND SYSTEMS.

APR 2013 – DEC 2013 THE ROBERTS CO. WINTERVILLE NC.  
 CONCRETE FOREMAN, ODFJELL TERMINAL CHARLESTON SC.  
 LAYOUT AND INSTALLATION OF FOUNDATIONS, SLABS ON GRADE, RETAINING WALLS, PIERS AND COLUMNS, CONCRETE PIPE SUPPORTS, AND ALL REINFORCING, EXPANSION JOINTS, AND ANCHOR BOLTS. ALSO INSTALLED TWO 80FT LONG CONCRETE FOUNDATIONS, STEP DOWN SLABS AND 192 ANCHOR BOLTS TO SECURE RAIL CAR SCALES AND TRACKS

NOV 2012 – MAY 2013 QUERRY-PRITCHARD CONSTRUCTION, BARNWELL SC.

CARPENTER FOREMAN  
 LEAD CREW IN CONSTRUCTION OF TANK FARMS USING HAND BUILT AND SYMON FORMS TO CREATE SLABS, MULTI LEVEL RETAINING WALLS, AND SUPPORT PILLARS FOR PIPING AND EQUIPMENT.

JULY 2012-NOV 2012 SCHUCHART SOUTHEAST NORTH CHARLESTON SC  
 SUPERINTENDENT  
 SELF PERFORMED CONSTRUCTION OF 4,750 SQ FT CONFERENCE BUILDING. INSTALLED FOUNDATIONS, SLAB ON GRADE, AND STRUCTURAL STEEL STUDS.

OCT 2011-APR 2012 SAFERACK MANUFACTURING ANDREWS SC  
 DEPARTMENT SUPERVISOR  
 LEAD TEAM IN THE PRODUCTION OF PREMANUFACTURED ALUMINUM STAIR AND PLATFORM SYSTEMS. ALSO MEMBER OF COMPANY SAFETY TEAM.

AUG 2009 TO APR 2011 STRUCTURAL PRESERVATION SYSTEMS MATHEWS NC  
 PROJECT SUPERINTENDENT  
 PERFORMED STRUCTURAL REPAIRS ON COMMERCIAL AND INDUSTRIAL BUILDINGS THROUGHOUT THE SOUTHEAST USING SEVERAL TYPES OF CONCRETE REPAIR MATERIALS, HIGH STRENGTH DECK COATINGS, STRUCTURAL SEALANTS, AND REINFORCING REPAIR AND REPLACEMENT. PRIMARY RESPONSIBILITIES INCLUDED PERFORMING TASK PER PLANS AND SPECS, SUPERVISING DAILY CREW ACTIVITIES, PLANING, SCHEDULING, AND MAINTAINING SAFETY ON SITE, DOCUMENTING PROGRESS, COORDINATING MEETINGS, AND ON TIME COMPLETION OF ALL PROJECTS.



MAR 2006 TO MAY 2009 CHARLES BLANCHARD CONSTRUCTION CO. N.CHARLESTON SC.  
PROJECT SUPERINTENDENT

MAR 2006-MAY 2007 WACCAMA HIGH SCHOOL AND FIELD HOUSE PAWLEYS ISLAND  
SC.9,000 SQ.FT CLASSROOM ADDITION AND 5,550 SQ.FT NEW FIELD HOUSE.

JUNE 2007-OCT 2007 CUMMINGS DIESEL UPFIT N.CHARLESTON SC.  
32,000 SQ.FT.INTERIOR UPFIT FOR OFFICE SPACE.DEMO AND REPLACEMENT OF ELEVATED  
FLOOR SLABS,STEEL STAIRS AND COLUMNS,METAL STUDS,DRYWALL,MEP'S,AND  
FLOORING BOTH VINYL AND CARPET.

NOV 2007-MAY 2009 GEORGETOWN COUNTY BOARD OF DISABILITIES GEORGETOWN SC.  
49,000 SQ.FT. METAL BUILDING WITH BRICK VENEER,INTERIOR WOOD FRAMING,AND  
ATTACHED STUCCO CANOPY SYSTEM.

PRIMARY RESPONCABILITIES INCLUDED COORDINATION AND OVERSIGHT OF ALL DAILY  
ACTIVITIES AND TASKS PERFORMED BY CREWS AND SUBCONTRACTERS,INTERACTION  
WITH OWNERS,ARCHITECTS,ENGINEERS,AND LOCAL OFFICIALS.PERFORMING IN BOTH  
SUPERVISION AND HANDS ON TASKS IN THE OFFICE AND THE FIELD.FOLLOWING THE  
PLANS AND SPECS,JOB SCHEDUALS,MAINTAINING COSTS,LEADING ON SITE  
MEETINGS,WHILE MAINTAINING QUALITY AND SAFETY.

#### EDUCATION

1988 GRADUATED ST.JOHNS HIGH SCHOOL JOHNS ISLAND SC.

1992 COMPLETED AGC CARPENTRY PROGRAM N.CHARLESTON SC.

1999 COMPLETED AGC PROJECT SUPERVISION PROGRAM TRIDENT TECHNICAL COLLEGE  
N.CHARLESTON SC.

2002 OSHA 10 HOUR CERTIFICATION CLASS TRIDENT TECHNICAL COLLEGE  
N.CHARLESTON SC.

#### REFERENCES

MIKE BLANCHARD OWNER CHARLES BLANCHARD CONSTRUCTION  
843-747-5757

JACK OLER SUPERINTENDENT THE ROBERTS CO.  
252-814-3889

RICHARD TAYLOR SHOP SUPERINTENDENT KBR @ INTERNATIONAL PAPER GEORGETOWN  
SC.

843-331-2471





# Certificate of Occupancy

Georgetown County  
Building Department

Date Completed: 05/20/2016

THIS BUILDING IS CERTIFIED FOR HUMAN OCCUPANCY AS OF 05/20/2016

|                |                                                   |                   |                      |
|----------------|---------------------------------------------------|-------------------|----------------------|
| Owner          | CAROLINA CUSTOM FIREARMS                          | Permit No.        | COMM-10-15-18985     |
| Address        | 583 OLD AUGUSTA Drive<br>PAWLEYS ISLAND, SC 29585 | Permit Type       | Commercial Building  |
| Project        | CAROLINA CUSTOM FIREARMS                          | Contractor        | C P & G              |
| Address        | 9881 OCEAN HWY<br>Pawleys Island, SC 29585        | Fire Zone         | Midway Fire District |
| Lot #          |                                                   | Block #           |                      |
| Occupancy Type |                                                   | Construction Type | Frame                |
| Proposed Use   | GUN RANGE & FIREARM SALES                         |                   |                      |

THIS CERTIFICATE IS NOT A REPRESENTATION THAT THE BUILDING REFERRED TO IS IN COMPLIANCE WITH ANY ORDINANCE, CODE, REGULATION, LAW, OR STANDARD. GEORGETOWN COUNTY RESERVES THE RIGHT TO ENFORCE ANY VIOLATION OF ANY CODE, REGULATION, OR LAW EXISTING AS OF THE DATE OF THESE PRESENTS OR CREATED SUBSEQUENTLY THAT APPLIES TO THE BUILDING WHETHER KNOWN OR UNKNOWN TO THE GEORGETOWN COUNTY BUILDING AND ZONING DEPARTMENT.

Jeanne Ochal (s.c.) 5/20/16  
Zoning Administrator Date

Michael Young (s.c.) 5/20/16  
Building Official Date

VOID UNLESS SIGNED BY THE BUILDING OFFICIAL

Value Financial Services LLC  
1911-C Highmarket St  
Georgetown, SC 29440  
Ph. 843-461-4062

March 2, 2017

To Whom It May Concern:

I have prepared the attached income statement and balance sheet for the year ended December 31, 2016 for CP&G, based on the data available to me from management and source documents.

The statements have been prepared using the percentage of completion method of accounting required by the IRS for long-term contracts.

Please feel free to contact me with any questions. I am licensed by the state of South Carolina.

Sincerely,

A handwritten signature in black ink, appearing to read 'Debra Sprang', with a stylized flourish extending from the end.

Debra Sprang EA AP MBA



12:26 PM  
03/02/17  
Accrual Basis

# Prabhakar Moro dba CP&G

## Balance Sheet

As of December 31, 2016

|                                  | Dec 31, 16        |
|----------------------------------|-------------------|
| <b>ASSETS</b>                    |                   |
| Current Assets                   |                   |
| Checking/Savings                 |                   |
| Cash - Operating                 | -375.82           |
| Total Checking/Savings           | -375.82           |
| Accounts Receivable              |                   |
| Contracts Receivable             | 7,500.00          |
| Total Accounts Receivable        | 7,500.00          |
| Other Current Assets             |                   |
| Construction in Progress         |                   |
| Direct Costs                     |                   |
| Blueprints and Reproduction      | 3,060.48          |
| Constructions Materials Costs    | 5,917.47          |
| Other Construction Costs         | 12,153.26         |
| Subcontractors Costs             | 510,505.92        |
| Total Direct Costs               | 531,637.13        |
| Indirect Costs                   |                   |
| Insurance                        | 12,043.04         |
| Total Indirect Costs             | 12,043.04         |
| Construction in Progress - Other | -543,680.17       |
| Total Construction in Progress   | 0.00              |
| Due from Century Prints          | 4,500.00          |
| Total Other Current Assets       | 4,500.00          |
| Total Current Assets             | 11,624.18         |
| Fixed Assets                     |                   |
| Accumulated Depreciation         | -5,000.00         |
| Equipment                        | 125,000.00        |
| Real Estate                      | 155,000.00        |
| Total Fixed Assets               | 275,000.00        |
| <b>TOTAL ASSETS</b>              | <b>286,624.18</b> |
| <b>LIABILITIES &amp; EQUITY</b>  |                   |
| Liabilities                      |                   |
| Current Liabilities              |                   |
| Other Current Liabilities        |                   |
| Billings ieo costs & est earnin  | 22,197.13         |
| Payroll Liabilities              | -18.44            |
| Total Other Current Liabilities  | 22,178.69         |
| Total Current Liabilities        | 22,178.69         |
| Long Term Liabilities            |                   |
| Notes Payable - real estate      | 130,000.00        |
| Total Long Term Liabilities      | 130,000.00        |
| Total Liabilities                | 152,178.69        |

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

12:26 PM

03/02/17

Accrual Basis

## Prabhakar Moro dba CP&amp;G

## Balance Sheet

As of December 31, 2016

|                            | Dec 31, 16 |
|----------------------------|------------|
| Equity                     |            |
| Members Draw               | -39,217.26 |
| Members Equity             | 123,416.54 |
| Net Income                 | 50,246.21  |
| Total Equity               | 134,445.49 |
| TOTAL LIABILITIES & EQUITY | 286,624.18 |

12:05 PM  
01/04/17  
Accrual Basis

Prabhakar Moro dba CP&G  
**Income Statement**  
January through December 2016

|                                       | Jan - Dec 16 |
|---------------------------------------|--------------|
| Ordinary Income/Expense               |              |
| Income                                |              |
| Earned Revenue                        | 517,007.94   |
| Total Income                          | 517,007.94   |
| Cost of Goods Sold                    |              |
| Cost of Earned Revenues               | 455,900.71   |
| Total COGS                            | 455,900.71   |
| Gross Profit                          | 61,107.23    |
| Expense                               |              |
| General, Selling, and Administr       |              |
| Auto and Truck Expenses               | 14.70        |
| Bank Service Charges                  | 80.45        |
| Business Licenses and Permits         | 310.00       |
| Dues and Subscriptions                | 100.00       |
| Miscellaneous Expense                 | 21.66        |
| Office Supplies                       | 329.20       |
| Payroll Expenses                      | 4,791.95     |
| Professional Fees                     | 555.00       |
| Rent Expense                          | 4,500.00     |
| Utilities                             | 158.06       |
| Total General, Selling, and Administr | 10,861.02    |
| Total Expense                         | 10,861.02    |
| Net Ordinary Income                   | 50,246.21    |
| Net Income                            | 50,246.21    |

Attachment: CP&G Qualifications Form (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)

**CP&G**  
**General Contractors**

**829 Suite "B" Front Street Georgetown, SC 29440 (843) 545-1589**

---

Date: March 7, 2017

**Orlando Arteaga, PE**  
City Engineer  
City of Georgetown Engineering Dept.  
2377 Maybank Drive  
Georgetown, SC 29442

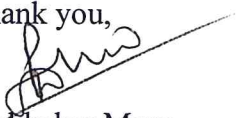
Project: Improvements to Ben Cooper Park Phase III

Dear Sir,

Please refer this letter to page 14 Item "O" for rate schedule.

- 1) Equipment- \$65.00 Per Hour ( Fuel and operator Cost not Included)
- 2) Operator Wages \$45.00 Per Hour
- 3) General Labor----25.00 Per Hour
- 4) Mason -----35.00 Per Hour
- 5) Overhead -----10%
- 6) Profit-----15%

Thank you,

  
Prabhakar Moro  
CP&G General Contractors

**SUBCONTRACTOR LIST**

Subcontracting - If any part of the work covered by this RFB is to be subcontracted, the contractor shall identify the subcontracting organization at the time of the offer. All subcontractors must be approved by the City.

Sub-contractors (with contact information) to be utilized in project:

| SUBCONTRACTOR     | COMPANY NAME/ADDRESS                                                 | CONTACT NAME/ PHONE            |
|-------------------|----------------------------------------------------------------------|--------------------------------|
| CONCRETE          | R.C. MASONRY INC<br>315 STONE BRIDGE DR<br>MYRTLE BEACH-SC-29588     | RAMON RANGEL<br>843-293-7457   |
| ROOFING           | CHUCKS HEATING & AIR INC<br>77- DECK LOOP<br>GEORGETOWN-SC-29440     | CHUCK BASS<br>843-546-2739     |
| IRRIGATION        | GARY HALL LANDSCAPING<br>34, FREEMAN DRIVE<br>GEORGETOWN-SC-29440    | GARY HALL<br>843-546-1590      |
| GENERAL CARPENTRY | CHUCKS HEATING & AIR INC<br>77- DECK LOOP<br>GEORGETOWN-SC-29440     | CHUCK BASS<br>843-546-2739     |
| PAINTING          | CHUCKS HEATING & AIR INC<br>77- DECK LOOP<br>GEORGETOWN-SC-29440     | CHUCK BASS<br>843-546-2739     |
| ELECTRICAL        | CHUCKS HEATING & AIR INC<br>77- DECK LOOP<br>GEORGETOWN-SC-29440     | CHUCK BASS<br>843-546-2739     |
| PLUMBING          | CHUCKS HEATING & AIR INC<br>77- DECK LOOP<br>GEORGETOWN-SC-29440     | CHUCK BASS<br>843-546-2739     |
| LANDSCAPING       | GARY HALL LANDSCAPING<br>34, FREEMAN DRIVE<br>GEORGETOWN-SC-29440    | GARY HALL<br>843-546-1590      |
| SITE WORK         | CP&G<br>829, Suite B. Front St<br>Georgetown-SC-29440                | MORI PRABHAKAR<br>843-545-1589 |
| FENCING           | EAST COAST FENCING INC<br>553, GARRISON DRIVE<br>GEORGETOWN-SC-29440 | JEFF FOXWELL<br>843-546-4441   |
| MASONRY           | R.C. MASONRY INC<br>315 STONE BRIDGE DR<br>MYRTLE BEACH-SC-29588     | RAMON RANGEL<br>843-293-7457   |
| OTHER             | N - A                                                                |                                |



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

State of \_\_\_\_\_

A partnership consisting of

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

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

Respectfully Submitted:



Contractor

(SEAL – if bid is by a Corporation)

By: C.P.G.

PRABHAKAR - MORA

(Type/Print Name)

OWNER

(Title)

829 Suite B - Front St

(Street Address)

Greenville - SC - 29440

(City, State, Zip Code)

S.C. General Contractor's License No. G 118621

06-1752075

FID No. \_\_\_\_\_ and/or SSN \_\_\_\_\_

(END OF SECTION)





## CITY OF GEORGETOWN



## BID TABULATION

|          |                                                 |       |           |
|----------|-------------------------------------------------|-------|-----------|
| PROJECT: | BEN COOPER PARK IMPROVEMENT PROJ 1204 PHASE III | DATE: | 2.28.2017 |
|          |                                                 |       |           |

SIGNED:

Daniella Howard

| NAME OF BIDDER                             | BASE BID   | ALTERNATE BID<br>(IF APPLICABLE) | TOTAL:     | COMMENTS:    |
|--------------------------------------------|------------|----------------------------------|------------|--------------|
| CONSENSUS CONSTRUCTION<br>& CONSULTING INC | 234,000.00 | NA                               | 234,000.00 | UNDER REVIEW |
| CP&G                                       | 231,671.00 | NA                               | 231,671.00 | UNDER REVIEW |
| GREENWALL CONSTRUCTION<br>SERVICE INC      | 260,018.18 | NA                               | 260,018.18 | UNDER REVIEW |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |
|                                            |            |                                  |            |              |

Attachment: BID TAB (2256 : Ben Cooper Park Improvements Phase III Construction Project No. 1204)



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

## RESOLUTION

DOC ID: 2264

|                                   |                                                                                                                                                                                       |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | 16 March 2017                                                                                                                                                                         |
| <b>Department:</b>                | Administration                                                                                                                                                                        |
| <b>Issue Under Consideration:</b> | Motion to Approve Resolution To Adopt Georgetown Redevelopment Districts (REDD) Attached As Exhibit A And Establish That The REDD Shall Be Subject To The Pending Ordinance Doctrine. |
| <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>        | This action is needed to comply with ULI vision that continued heavy industrial uses within the redevelopment area are not in the best interest of the City of Georgetown.            |
| <b>Options:</b>                   | <ol style="list-style-type: none"> <li>1. Approve</li> <li>2. Disapprove</li> </ol>                                                                                                   |
| <b>Staff Recommendations:</b>     | Staff recommends approval.                                                                                                                                                            |

### Reviews:

Paul Gardner Completed 03/13/2017 9:39 AM

Ann U. Mercer Completed 03/13/2017 9:47 AM

Georgetown City Council Pending 03/16/2017 5:30 PM

### Attachments:

1. 1 REDD Resolution (PDF)
2. 2 REDD Document (Exhibit A - Council Copy) (PDF)
3. 3 FUTURE LAND USE 16-6-23 (PDF)

**MOTION TO APPROVE RESOLUTION TO ADOPT GEORGETOWN REDEVELOPMENT DISTRICTS (REDD) ATTACHED AS EXHIBIT A AND ESTABLISH THAT THE REDD SHALL BE SUBJECT TO THE PENDING ORDINANCE DOCTRINE.**

STATE OF SOUTH CAROLINA )

## RESOLUTION

CITY OF GEORGETOWN )

**WHEREAS**, the City of Georgetown has undertaken efforts to reimagine and revitalize lands on and around its inner harbor waterfront adjacent to the City's West End neighborhood and the City's National Register Historic District and historic downtown, which has the ability to transform the larger community; and

**WHEREAS**, the City of Georgetown wishes to leverage the community's assets, expanding on its resources, providing economic opportunity to its residents, and attracting outside investment; and

**WHEREAS**, on April 7, 2016, the City of Georgetown Planning Commission's Comprehensive Plan Sub-Committee held a meeting to discuss the Land Use Element of the 2016 Comprehensive Plan update as a precursor to rezoning and the intent to explore redevelopment along Highway 17 and near the city's inner harbor waterfront; and

**WHEREAS**, a working group comprised of representatives from the City of Georgetown, Georgetown County, South Carolina Department of Commerce, South Carolina State Ports Authority, Santee Cooper, and local businesses evaluated various community planning options and determined the best approach for Georgetown's inner harbor waterfront was an Urban Land Institute Advisory Services Panel Program; and

**WHEREAS**, in 2016, the City engaged the Urban Land Institute ("ULI") to undertake a study of the areas near the harbor, evaluating Market Opportunities, Planning and Development Options, and an Action Plan and Priority Recommendations, and soon thereafter full ULI briefing books were provided to the Mayor and City Council members; and

**WHEREAS**, on August 23, 2016, after a public meeting, the Planning Commission recommended revisions to the Land Use Element of the Comprehensive Plan related to the redevelopment of areas of the inner harbor; and

**WHEREAS**, the ULI Panel engaged by the working group visited the community from September 18-23, 2016, and subsequently produced a report outlining its recommendations for redevelopment of the inner harbor waterfront and responding to specific questions and issues raised by the working group; and

**WHEREAS**, during the ULI Panel engagement, a Public Town Hall meeting was held on September 19, 2016 at Howard Auditorium and the ULI Panel Report was presented at a public meeting at Winyah Auditorium on September 23, 2016; and

**WHEREAS**, on October 27, 2016, following a public hearing, the City Council adopted revisions to the Land Use Element of the City's Comprehensive Plan related to the redevelopment of areas of the inner harbor; and

Attachment: REDD Resolution (2264 : Resolution REDD)



**WHEREAS**, the Comprehensive Plan Land Use Element adopted in October 2016 recommended creation of a mixed use/redevelopment district to provide for the optimum use and conversion of industrial sites and other large tracts; and

**WHEREAS**, the City of Georgetown has designated on the Future Land Use Map of its Comprehensive Plan's Land Use Element, certain Primary and Secondary Redevelopment Areas comprising the inner harbor waterfront; and

**WHEREAS**, the Primary and Secondary Redevelopment Areas are located within the City's Design Overlay District for Main Corridors (MCOD), and also abut Front Street, Georgetown's historic riverfront core commercial district; and

**WHEREAS**, following adoption of the amendments to the Land Use Element, the City staff, in partnership with the Waccamaw River Council of Governments, worked to develop zoning text amendments for the Georgetown Redevelopment Districts (REDD) for the areas within the Primary and Secondary Redevelopment Areas of the Comprehensive Plan's Future Land Use Map; and

**WHEREAS**, City staff recommends adoption of the REDD within all or some of the lands within the Primary and Secondary Redevelopment Areas of the Comprehensive Plan's Future Land Use Map; and

**WHEREAS**, on January 19, 2017, the City Council authorized an Intergovernmental Agreement to work together with Georgetown County in planning for the redevelopment of the areas around the inner harbor; and

**WHEREAS**, the recommended zoning ordinance text of the REDD and proposed areas for rezoning are on file with the City and are open to public inspection; and

**WHEREAS**, the City's Comprehensive Plan Land Use Element identifies a goal to provide for the harmonious redevelopment of existing industrial districts and uses located in the city's core and in other areas where the potential for nuisances and impacts on adjacent properties are high; and

**WHEREAS**, the City of Georgetown held town hall meetings on March 2, March 6, and March 7, 2017 to receive public input on redevelopment of the lands generally within the Primary and Secondary Redevelopment Areas; and

**WHEREAS**, the City of Georgetown recognizes the importance to the community of implementing the recommendations of its Comprehensive Plan and the ULI Panel Report;

**NOW THEREFORE BE IT RESOLVED THAT,**

1. The draft Zoning Code text amendment establishing the Georgetown Redevelopment Districts (REDD) is attached to this Resolution as Exhibit A, and the City Council is hereby resolved to adopt such or similar text, with or without modifications, subject to a public hearing, public input, and the recommendations of the Planning Commission, as provided below;



2. The attached Exhibit B, Comprehensive Plan Future Land Use Map, indicates the lands ("Primary and Secondary Redevelopment Areas") the City Council will consider for rezoning to REDD-Base, as provided in the REDD ordinance attached as Exhibit A;
3. The City Council hereby requests the Planning Commission, at its regular March 28, 2017 meeting, consider and make recommendations as to certain Comprehensive Plan amendments related to adoption of the REDD within the Primary and Secondary Redevelopment Areas;
4. The City Council hereby requests the Planning Commission hold a public hearing on the proposed draft REDD text and associated map amendments, at its regular meeting of April 25, 2017 and to make a report and recommendation to the City Council as provided by state law and City code;
5. The City Council hereby directs and authorizes City staff to advertise the public hearings related to the proposed Zoning Code text and map amendments and to any proposed Comprehensive Plan amendments recommended by the Planning Commission at its March 28, 2017 meeting, following such meeting and report from the Planning Commission;
6. The City Council hereby resolves that consideration at first reading of the proposed Zoning Code text and map amendment ordinances shall follow the required report and recommendation from the Planning Commission, and may be held as soon as May 18, 2017;
7. The City Council of the City of Georgetown is hereby resolved to consider the particular scheme of zoning recommended by City staff, related to the revitalization of its inner harbor waterfront, as shown in the REDD in Exhibit A, within the Primary and Secondary Redevelopment Areas, as shown in Exhibit B, based on public input and the report and recommendation of the Planning Commission; and
8. The REDD zoning shall be subject to the pending ordinance doctrine within the Primary and Secondary Redevelopment Areas of the City's Comprehensive Plan Future Land Use Map, shown in Exhibit B.

**AND IT IS SO RESOLVED**, this 16<sup>th</sup> day of March 2017.

**CITY OF GEORGETOWN,**  
A Municipal Corporation

\_\_\_\_\_  
Jack M. Scoville, Jr., Mayor

**ATTEST:**

\_\_\_\_\_  
Ann U. Mercer, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Elise Crosby, City Attorney

Attachment: REDD Resolution (2264 : Resolution REDD)

## EXHIBIT A

# REDD

## TEXT AMENDMENT

Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

CITY COUNCIL COPY  
3-16-2017

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## Article XXI Georgetown Redevelopment Districts (REDD)

### Division 1 Introductory Provisions

#### Section 2100 Intent of the REDD

The Georgetown City Council has determined that heavy industrial uses are incompatible when in close proximity to the city's downtown, waterfront, historic district, residential neighborhoods, and gateway corridors and intersections. It has been further determined by the council that the discontinuance of incompatible industrial uses is in the long-term interest of the city. These areas should be redeveloped in a manner which improves property value, promotes economic development, and enhances the viability of surrounding residential neighborhoods and businesses, while providing the owners of affected sites flexibility in the transition and repurposing of their lands.

The intent of this Ordinance, and the districts created herein, is to provide a regulatory framework that promotes the thoughtful redevelopment of industrial sites, industrial districts, and adjacent properties in accordance with the City of Georgetown's Comprehensive Plan, including the future land use map, and the City of Georgetown's Official Map. Specifically, the provisions of this Ordinance are designed in furtherance of the comprehensive plan to encourage compatible redevelopment by:

1. Allowing a mixture of uses;
2. Prohibiting heavy industrial uses while providing for the conditioned continuation of existing nonconformities;
3. Promoting setback, height, and other bulk and dimensional restrictions that are compatible with adjacent districts or provide for reasonable transition;
4. Providing density, height, parking, and other development bonuses and design modifications for developments that provide additional open spaces or public amenities;
5. Protecting adjacent streets; and
6. Protecting adjacent waterfronts and preserving and/or creating viewsheds.

It is recognized that some aspects of the redevelopment and repurposing of former industrial sites may occur in the short term and that other aspects may take years to accomplish. This article and the district created by it provide for short and long-term redevelopment with multiple options designed to afford flexibility to affected property owners. The purposes and intent of each district is further described in Division 2.

#### Section 2101 Summary of Article Provisions

This article creates four redevelopment districts, including a base redevelopment district and three floating zones. Each district allows, but does not require, a mixture of uses with permitted intensities and densities varying by zone. Heavy industrial and similarly incompatible uses are prohibited in the four districts and this article provides nonconformity standards to address the continuation and eventual cessation of these pre-existing uses.

Properties may be rezoned by the City Council to the REDD base district to accommodate the repurposing and transitioning of lands from incompatible industrial or other uses to activities and uses that are economically viable and harmonious with the city's longstanding commercial and

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residential districts. The base district allows for lower intensity nonindustrial development and retains many of the non-district specific requirements of the city's zoning ordinance.

Property owners may choose to proceed with development under the standards of the base district; however, this article provides the authority for the City Council to apply three floating zone options available within the base redevelopment district, each of which are described herein. Property owners may petition for the rezoning of their properties to one of these floating zones. The flexibility afforded by the floating zones varies. Two of the floating zones require the approval by the City Council of a development plan and development zoning text, collectively referred to as floating zone district standards. However, the proposed standards must be in agreement with the comprehensive plan and the requirements of this article and must be approved by the City Council. If approved by City Council, floating zone district standards govern future development of the property within the floating zone.

Table 2101 provides an overview of the different requirements and options provided under the four REDD districts.

| Table 2101<br>Summary of REDD Districts      |                                |                                  |                                                  |                                                  |
|----------------------------------------------|--------------------------------|----------------------------------|--------------------------------------------------|--------------------------------------------------|
| STANDARDS                                    | Base District                  | Floating Zones                   |                                                  |                                                  |
|                                              | REDD-B                         | REDD-F1                          | REDD-F2                                          | REDD-F3                                          |
| Development Plan (DP) Required               | NO<br>(Site Plan Required)     | NO<br>(Site Plan Required)       | YES                                              | YES                                              |
| Development Zoning Text (ZT) Required        | NO<br>Standards Set by Article | NO<br>Standards Set by Article   | YES                                              | YES                                              |
| Density Bonus Available                      | NO                             | NO                               | YES                                              | YES                                              |
| Flexible Height Standards                    | NO                             | NO                               | YES                                              | YES                                              |
| Flexible Lot Size Standards                  | NO                             | NO                               | NO                                               | YES                                              |
| Flexible Parking Standards                   | NO                             | NO                               | YES                                              | YES                                              |
| Flexible Sign Standards                      | NO                             | NO                               | YES                                              | YES                                              |
| Flexible Use Standards                       | NO                             | NO                               | NO                                               | YES                                              |
| Subject to Design Overlay District Standards | YES                            | YES                              | OPTIONAL                                         | OPTIONAL                                         |
| Heavy Industry Permitted                     | NO                             | NO                               | NO                                               | NO                                               |
| Light Industry Permitted                     | NO                             | YES<br>By Special Exception Only | YES<br>If Authorized by the District's Standards | YES<br>If Authorized by the District's Standards |

## Article XXI Georgetown Redevelopment Districts (REDD)

### Section 2102 Definitions Applicable to Article

In addition to the definitions set forth in Article III and elsewhere in this Ordinance, the following words, terms, and phrases when used in this article shall have the meanings ascribed to them by this section. All other words, terms, and phrases not defined by this Ordinance shall be given their common, ordinary meaning unless the context clearly requires otherwise.

**2102.1 Abandon (Abandonment):** The relinquishment of property, a change of use, or the discontinuance in the use of the property by the owner, regardless of intent, for a period of more than three hundred sixty five (365) consecutive days or more than three hundred sixty five (365) days in any two consecutive years.

**2102.2 Affordable Housing:** In the case of dwelling units for sale, housing in which mortgage, amortization, taxes, insurance, and condominium or association fees, if any, constitute no more than twenty-eight percent of the annual household income for a household earning no more than eighty percent of the area median income, by household size, for the metropolitan statistical area as published from time to time by the U.S. Department of Housing and Urban Development (HUD) and, in the case of dwelling units for rent, housing for which the rent and utilities constitute no more than thirty percent of the annual household income for a household earning no more than eighty percent of the area median income, by household size for the metropolitan statistical area as published from time to time by HUD.

**2102.3 Building Coverage:** The horizontal area measured within the outside of the exterior walls of the ground floor of all principal and accessory buildings. For properties in the REDD-B and REDD-F1, building coverage is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3, building coverage is expressed as a percentage of the net development area.

**2102.4 Cluster Development (Clustering):** The grouping of allowable uses within a subdivision or development site, permitting a reduction in the otherwise applicable lot size, while preserving substantial open space on the remainder of the parcel. Building and impervious coverage and density in the REDD-F2 and REDD-F3 are based on net development area (not individual lot area) allowing for clustering in these districts.

**2102.5 Density:** The number of dwelling units permitted per acre. For properties in the REDD-B and REDD-F1, the number of dwelling units permitted is based on lot area. For properties in the REDD-F2 and REDD-F3, the number of dwelling units permitted is based on the net development area.

**2103.6 Development Bonus:** The provision of additional development capacity in the form of an increase in allowable density, building coverage, impervious coverage or a decrease in required open area. A development bonus may be granted as an incentive for the voluntary provision of increased amenities or improvements of public benefit as identified in this article.

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**2102.7 Development Zoning Text:** Written standards adopted by legislative action of the City Council that, in addition to the standards imposed by this article and the approved development plan, establish zoning requirements within the floating zone.

**2102.8 Floating Zone:** The zones described in the text of this article and adopted by legislative action of the City Council, but which are unmapped unless a property owner petitions the City Council to have the floating zone applied to a particular parcel meeting the minimum zoning district area requirements of this Ordinance through action by the City Council, as authorized by S.C. Code 6-29-720(C)(2).

**2102.9 Floating Zoning District Standards, or “district standards.”** The REDD development plan and development zoning text that collectively, when adopted by the City Council, in accordance with this article, form the zoning requirements governing development in the REDD-F2 and REDD-F3 floating zones.

**2102.10 Heavy Industry (heavy industrial):** A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage or manufacturing processes using flammable or explosive materials, or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions such as smoke, noise, soot, dirt, vibrations, odor, noxious discharges, and adverse traffic generation. Heavy industrial uses include but are not limited to the manufacture of chemicals (including herbicides, insecticides, fungicides, disinfectants, solvents, and related industrial and household chemical compounds and any use involving the bulk storage of chemicals), fertilizers, paper, petroleum products (including plastics and rubber), and steel and other metals; concentrated feedlots; electric generation; oil and gas extraction and storage; incinerators; mining; animal slaughter, packaging, and rendering plants; lumber mills; and recycling and salvage yards.

**2102.11 Impervious Coverage:** The area covered by an impervious surface expressed as a percentage. For properties in the REDD-B and REDD-F1 districts, impervious coverage is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3 districts, impervious coverage is expressed as a percentage of the net development area.

**2102.12 Impervious Surface:** Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to building roofs, parking and driveway areas, graveled areas, sidewalks, swimming pools, and other paved areas.

**2102.13 Light Industry (light industrial):** A use engaged in the manufacture, predominately from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales, and distribution of such products, but excluding basic industrial processing. Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, noxious discharges, and adverse traffic conditions.



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**2102.14 Net Development Area:** The cumulative area of all lots and land including open space within an individual district sharing common district standards but excluding streets, rights of way, dedicated easements, wetlands, and ponds.

**2102.15 Nonconforming Lot:** A lot, designated on a duly recorded subdivision plat, or duly recorded deed, or by other lawful means, that complied with the zoning and development standards applicable to it on the effective date of this Ordinance, but which no longer complies with the minimum area, lot width, frontage, or other standards now applicable to it.

**2102.16 Nonconforming Feature:** A characteristic of a lot, structure, or use, such as illumination, parking, impervious area, landscaping, or a similar appurtenance, that lawfully existed on the effective date of this article, but which no longer complies with the standards applicable to it.

**2102.17 Nonconforming Structure:** A building or structure that lawfully existed on the effective date of this article, but which no longer complies with the size, coverage, setback, building height, or other dimensional standards applicable to it.

**2102.18 Nonconforming Use:** A use that lawfully existed on the effective date of this article, but which is no longer allowed by the use regulations of the zoning district in which it is located. The term nonconforming use shall include all onsite buildings and structures associated with said use.

**2102.19 Official Map:** A map or maps showing the location of existing or proposed public streets, highways, and public utility rights-of-way, public building sites and public open spaces adopted by City Council in accordance with Section 6-7-1210 et seq. of the state code. A public building site is one on which a building is to be constructed for public use with public funds.

**2102.20 Open Area:** Land not occupied by buildings, parking lots, or structures. Open area includes yards, open space, active and passive parks, stormwater basins and swales, and other vegetated lands that are open from the ground to the sky. For properties in the REDD-B and REDD-F1, open space is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3, open space is expressed as a percentage of the net development area.

**2102.21 Open Space:** Noncommercial land not occupied by buildings, parking lots, or structures that has been set-aside, reserved, or dedicated for public use or for the general use and enjoyment of residents, employees, or patrons of a development. Open spaces are planned and clearly delineated areas. Open space may contain improvements (and incidental impervious surfaces) such as swimming pools, pedestrian walkways, boardwalks, play equipment for children or adults, ball fields, court games, picnic tables, etc. when included as part of approved district standards. Active and passive parks are considered open space. Open space does not include required yards or isolated (noncontiguous) areas of less than 1,000 square feet. For properties in the REDD-B and REDD-F1, open space is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3, open space is expressed as a percentage of the net development area.

## Article XXI Georgetown Redevelopment Districts (REDD)

**2102.22 Park (Active):** A park that features recreation including swimming pools, gyms, playing fields and courts, or similar recreation.

**2102.23 Park (Passive):** A park that features interpretive programs, open space, picnic areas, trails or similar amenities that take advantage of natural and scenic resources but not including recreational facilities, such as swimming pools, gyms, and playing fields.

**2102.24 REDD Development Plan:** A component of proposed floating zone district standards, drawn to scale and prepared by a licensed design professional, that depicts the location of proposed uses and structures and the existing and proposed conditions of the lot, including topography, vegetation, drainage, floodplains, marshes and waterways, open spaces, walkways, means of ingress and egress, utility services and other public improvements such as streets and sidewalks, landscaping, signs, lighting and screening devices, and any other information required by this article or that may be reasonably required in order that an informed decision can be made by the approving authority.

**2102.25 Retail Store, small:** A commercial use, conducted exclusively within an enclosed building, that engages in the sale of goods to ultimate consumers, usually in small quantities. Small retail stores are conducted in a building with a gross floor area of 5,000 square feet or less.

**2102.26 Retail Store, medium:** A commercial use, conducted exclusively within an enclosed building, that engages in the sale of goods to ultimate consumers, usually in small quantities. Medium retail stores are conducted in a building with a gross floor area of more than 5,000 but less than 10,000 square feet.

**2102.27 Retail Store, large:** A commercial use, conducted exclusively within an enclosed building, that engages in the sale of goods to ultimate consumers, usually in small quantities. Large retail stores are conducted in a building with a gross floor area of more than 10,000 square feet.

**2102.28 Site Plan:** A plan, drawn to scale and prepared by a design professional, that illustrates the location of existing and proposed structures, uses, parking, signs, points of ingress and egress, lots lines, and other features deemed necessary by the Zoning Administrator to determine compliance with this Ordinance.

**2102.29 Substantial Improvement.** Any repair, reconstruction, rehabilitation, addition or other improvement to a nonconforming use, structure, or site feature the cumulative cost of which in any five year period equals or exceeds fifty (50) percent of the structure or feature's appraised value for tax purposes before the start of construction of the improvement. This term also includes repairs and improvements to uses, structures, and site features that have been damaged or destroyed by any cause. Determinations of the costs of shall be made by the building official.

**2102.30 Traffic Impact Mitigation Measure.** Any measures or improvements taken by, or required of, the developer in order to lessen, abate, or reduce the impact of the development on the public streets and highway system.

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**2102.31** *Traffic Impact Study.* An engineered analysis of the effects of traffic generated by a development at build-out on the capacity, operations, and safety on the public streets and highway system and including an assessment of traffic impact mitigation measures necessary to reduce impact. This analysis and related calculations shall reference the most current edition of the Institute of Transportation Engineer's Trip Generation Manual.

**2102.32** *Water Oriented Uses.* A use that is located over or is otherwise reliant on its proximity to the water. These uses include, but are not limited to, docks, piers, and wharfs.

**Sections 2103 through 2119 [RESERVED]**

Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

## Article XXI Georgetown Redevelopment Districts (REDD)

### Division 2    Redevelopment Districts

#### Section 2120   Creation of Redevelopment Districts

**2120.1 REDD Districts.** In addition to the districts and overlays provided by articles VI and XIII, the following districts are hereby created:

Base Redevelopment District (REDD-B)  
Redevelopment District Floating Zone 1 (REDD-F1)  
Redevelopment District Floating Zone 2 (REDD-F2)  
Redevelopment District Floating Zone 3 (REDD-F3)

**2120.2 District Citation.** The individual districts may be cited by full title, e.g. Base Redevelopment District or by abbreviated reference, e.g. REDD-B or REDD-B district. Collectively these districts and affected properties may be referred to as “the REDD”, “REDD districts” or “REDD properties.” The requirements for properties in the REDD-F2 and REDD-F3 are based on the floating zone district standards approved by legislative action of the City Council. As these floating zones are applied, a unique name or identifier will be used as a prefix to the zone’s title, for example: “Georgetown Market Village” REDD-F3.

**2120.3 District Assignment.** Except as provided in this article, properties may be zoned REDD-B and REDD-F1 following the map amendment procedures as provided in Article XVIII of this Ordinance. The application of REDD-F2 and REDD-F3 floating zones to a particular parcel also constitutes a text and map amendment and requires compliance with Division 8 of this article, requisite to City Council consideration and action.

#### Section 2121   REDD-B District

**2121.1 District Intent.** The intent of the Base Redevelopment District is to provide for lower intensity nonindustrial development while protecting adjacent streets, waterways, and uses from encroachment. This district provides for varying uses but limits intensity through setback, lot size, coverage, density, and other standards. These standards are designed to promote compatible reuse while preserving the higher intensity redevelopment potential of properties. It is anticipated that in the future, properties or portions of the REDD-B district may be rezoned to the higher intensity floating zones as property and development conditions warrant.

**2121.2 Eligibility for Designation.** Notwithstanding the provisions of Section 513, any property, irrespective of lot size, within the city may be zoned as a Base Redevelopment District subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-B may be initiated by the City Administrator, the Planning Commission, the City Council, or by the owner of the property.

**2121.3 REDD-B Dimensional and Density Standards.** The following standards shall apply to properties within the REDD-B district.

1. Minimum lot size. Each lot shall have a minimum area of ten (10) acres.

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2. Minimum lot width. Each lot shall have a minimum lot width of three hundred (300) feet.
3. Building coverage. The total lot coverage permitted for all buildings shall not exceed ten (10) percent of the lot area.
4. Impervious coverage. The total lot coverage permitted for all impervious surfaces shall not exceed twenty (20) percent of the lot area.
5. Height limit. Building and structure height shall not exceed thirty five (35) feet. No building shall exceed two (2) stories.
6. Setbacks. The minimum setback from property lines shall be as follows:
  1. Front yard: Ninety (90) feet;
  2. Rear yard: Fifty (50) feet;
  3. Side yard: Forty (40) feet; and
  4. Side yard abutting a public street: Sixty (60) feet.
7. Special setback from natural water body. The minimum setback from a natural water body shall be one-hundred (100) feet. For tidal rivers, bays, or inlets this distance is measured from the mean high water mark. This requirement does not apply to water-oriented uses that are approved as a special exception by the Board of Zoning Appeals.
8. Open Area Required. No less than sixty (60) percent of the lot area shall be open area.
9. Open Space. Except as may be required for a conditional or special exception use, open space is not required in this district.
10. Density. Where multi-family units are permitted as a special exception, density shall not exceed two (2) units per acre (or fractional equivalent thereof) of lot area. REDD floating zones may permit densities in excess of two (2) units per acre as expressly provided by this article.

**2121.4 Uses.** Uses permitted by right, by conditional use, and by special exception are provided in Division IV of this article.

#### **Section 2122 REDD-FI District**

**2122.1 District Intent.** The intent of the Redevelopment District Floating Zone 1 is to provide for development on smaller, pre-existing lots within the REDD. These lots by virtue of their size, location, or lot width may not readily accommodate the setback and coverage requirements of the base district. Also, due to their lot size, these smaller lots would not be eligible for consideration under the other floating zone options provided by this article. This floating zone permits uses similar to the base district and provides reduced setbacks and coverage requirements. This district also allows for light industrial uses as a special exception. It is further intended that this district only be assigned in cases where the orientation of lots allow for self-contained or stand-alone development that do not impact the development of adjacent properties or conflict with the city's official map.



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**2122.2 Eligibility for Designation.** Notwithstanding the provisions of Section 513, any property within the REDD-B district that constituted an existing lot of record of less than three (3) acres in area at the time of this article's adoption may be zoned as a Redevelopment District Floating Zone 1 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F1 district may only be initiated by the owner(s) of the property(s).

**2122.3 REDD-F1 Dimensional and Density Standards.** The following standards shall apply to properties within the REDD-F1 district.

1. Minimum lot size. Each lot shall have a minimum area of one (1) acre.
2. Minimum lot width. Each lot shall have a minimum lot width of one hundred (100) feet.
3. Building coverage. The total lot coverage permitted for all buildings shall not exceed twenty five (25) percent of the lot area.
4. Impervious coverage. The total lot coverage permitted for all impervious surfaces shall not exceed thirty five (35) percent of the lot area.
5. Height limit. Building and structure height shall not exceed thirty five (35) feet. No building shall exceed two (2) stories.
6. Setbacks. The minimum setback from property lines shall be as follows:
  1. Front yard: Forty (40) feet;
  2. Rear yard: Twenty (20) feet;
  3. Side yard: Twenty (20) feet; and
  4. Side yard abutting a public street: Thirty (30) feet.
7. Special setback from natural water body. The minimum setback from a natural water body shall be one-hundred (100) feet. For tidal rivers, bays, or inlets this distance is measured from the mean high water mark. This requirement does not apply to water-oriented uses that are approved as a special exception by the Board of Zoning Appeals.
8. Open Area Required. No less than forty five (45) percent of the lot area shall be open area.
9. Open Space. Except as may be required for a conditional or special exception use, open space is not required in this district.
10. Density. Where multi-family units are permitted as a special exception, density shall not exceed three (3) units per acre (or fractional equivalent thereof) of lot area.

**2122.4 Uses.** Uses permitted by right, by conditional use, and by special exception are provided in Division IV of this article.

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#### Section 2123 REDD-F2 District

**2123.1 District Intent.** The intent of the Redevelopment District Floating Zone 2 is to provide for higher intensity development consistent with approved floating zoning district standards. Further, this district is intended to accommodate imminent development on tracts of three acres or greater. Uses within this district are prescribed by the article; however this district is intended to allow for design flexibility in setback, height, density, and parking standards and to allow for cluster development. In addition, architectural standards may be customized. This district is designed to encourage development that is compatible with adjacent nonindustrial districts, integration with surrounding development, and provide for the coordination of improvements outlined in the city's comprehensive plan and official map.

**2123.2 Eligibility for Designation.** Any property or combination of properties within the REDD-B or REDD-F1 districts that is three acres or greater of contiguous area may be zoned as a Redevelopment District Floating Zone 2 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F2 district may only be initiated by the owner(s) of the property(s).

**2123.3 REDD-F2 Dimensional and Density Standards.** The following standards shall apply to properties within the REDD-F2 district.

1. Minimum lot size. Each lot shall have a minimum area of four thousand (4,000) square feet.
2. Minimum lot width. Each lot shall have a minimum lot width of twenty five (25) feet.
3. Building coverage. The total lot coverage is established by applicable district standards. The coverage for all building within the floating zone shall not exceed thirty five (35) percent of the net development area.
4. Impervious coverage. The total lot coverage is established by applicable district standards. Impervious coverage shall not exceed forty five (45) percent of the net development area.
5. Height limit. The maximum building and structure height is established by the district standards.
6. Setbacks. The minimum setbacks are established by applicable district standards.
7. Open Area Required. No less than forty (40) percent of the net development area shall be open area.
8. Open Space Required. No less than twenty five (25) percent of the net development area shall be open space.
9. Density. Density shall not exceed five (5) units per acre (or fractional equivalent thereof) of net development area.
10. Clustering. The REDD-F2's district standards may provide for cluster development.

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**2123.4 Uses.** Uses that may be permitted by right, by conditional use, and by special exception are provided in Division IV of this article. The REDD-F2's floating zone may further restrict allowable uses by requiring a higher level of approval procedure but not a lower level approval procedure than is shown in Division IV, Table 2142. Where uses are further restricted, the floating zone text shall specify those uses which are allowed by right, conditional use, or special exception and provide conditions, if any, requisite to the establishment of each use. A use which does not appear within Division IV, Table 2142 is an unlisted use and is not permitted within an REDD-F2 floating zone.

#### Section 2124 REDD-F3 District

**2124.1 District Intent.** The intent of the Redevelopment District Floating Zone 3 is to provide for higher intensity development consistent with approved floating zoning district standards. Unlike the REDD-F2, this district is intended for larger developments and affords the greatest amount of flexibility in design and permissibility of uses of any of the REDD districts. This district is designed to encourage large scale development that can occur in phases and that incorporates the design principles and improvements of the city's comprehensive plan and official map.

**2124.2 Eligibility for Designation.** Any property or combination of properties within the REDD-B, REDD-F1, or REDD-F2 districts that is ten (10) acres or greater of contiguous area may be zoned as a Redevelopment District Floating Zone 3 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F3 district may only be initiated by the owner(s) of the property(s).

**2124.3 REDD-F3 Dimensional and Density Standards.** The following standards shall apply to properties within an REDD-F-3 floating zone.

1. Minimum lot size. The minimum lot size is established by the applicable district standards.
2. Minimum lot width. Each lot shall have a minimum lot width of twenty (20) feet.
3. Building coverage. The total lot coverage is established by the REDD-F3's district standards. The coverage for all building within the floating zone shall not exceed forty (40) percent of the net development area.
4. Impervious coverage. The maximum impervious coverage for each lot is established by the REDD-F3's district standards. Impervious coverage shall not exceed fifty (50) percent of the net development area.
5. Height limit. The maximum building and structure height is established by the approved district standards.
6. Setbacks. The minimum setbacks are established by the approved district standards.
7. Open Area Required. No less than thirty five (35) percent of the net development area shall be open area.

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9. Open Space Required. No less than twenty five (25) percent of the net development area shall be open space.
10. Density. Density shall not exceed seven (7) units per acre (or fractional equivalent thereof) of net development area.
11. Clustering. The REDD-F3's district standards may provide for cluster development.

**2124.4 Uses.** Permitted uses and their location within the district are established by the district standards. In addition to permitted uses, the development's zoning text may provide for alternate uses that may be permitted by right, as a conditional use, or as a special exception.

#### Section 2125 Summary of Dimensional and Density Standards

The dimensional and density standards of the REDD districts are summarized in Table 2125 below:

| Table 2125                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |               |                   |                   |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------|-------------------|-------------------|-----------|
| Summary of REDD District Dimensional & Density Standards                                                                                                                                                                                                                                                                                                                                                                                                           |                  |               |                   |                   |           |
| STANDARDS                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  | Base District | Floating Zones    |                   |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  | REDD-B        | REDD-F1           | REDD-F2           | REDD-F3   |
| Minimum Area for District Designation                                                                                                                                                                                                                                                                                                                                                                                                                              |                  | None          | None              | 3 acres           | 10 acres  |
| Maximum Area For District Designation                                                                                                                                                                                                                                                                                                                                                                                                                              |                  | None          | Less than 3 acres | None              | None      |
| Minimum Lot Size                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                  | 10 acres      | 1 acre            | 4,000 square feet | Set by DS |
| Minimum Lot Width                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  | 300 feet      | 100 feet          | 25 feet           | 20 feet   |
| Maximum Building Coverage*                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  | 10%           | 25%               | 35%               | 40%       |
| Maximum Impervious Coverage*                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  | 20%           | 35%               | 45%               | 50%       |
| Height Limit                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  | 35 feet       | 35                | Set by DS         | Set by DS |
| Setbacks                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Front            | 90 feet       | 40                | Set by DS         | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Rear             | 50 feet       | 20                | Set by DS         | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Side             | 40 feet       | 20                | Set by DS         | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Street Side Yard | 60 feet       | 30                | Set by DS         | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Waterfront       | 100 feet      | 100               | Set by DS         | Set by DS |
| Minimum Open Area                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  | 60%           | 45%               | 40%               | 35%       |
| Minimum Open Space                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  | None          | None              | 25%               | 25%       |
| Density (Units per acre)*                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  | 2             | 3                 | 5                 | 7         |
| Notes: The dimensional and density standards illustrated in Table 2125 are the minimum standards for the above districts. Where the text of this Ordinance provides more restrictive standards than those summarized above, the more restrictive standards shall apply. *Density and coverage bonuses are available in the REDD-F2 and REDD-F3 districts and shall not exceed any density limitations set forth in the comprehensive plan. DS = District Standards |                  |               |                   |                   |           |

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Sections 2126 through 2129 [RESERVED]

Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)



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### Georgetown Redevelopment Districts (REDD)

#### Division 3 General Provisions Governing REDD Districts

##### Section 2130 Heavy Industrial Uses Prohibited in the REDD Districts

Notwithstanding any provision to the contrary, new heavy industrial uses are prohibited in the REDD districts. Heavy industrial uses that lawfully existed on the effective date of this article are nonconforming uses in the REDD.

##### Section 2131 Alternate Development Options Retained

This article provides various zoning district options and requirements for properties within the REDD. Nothing herein precludes an owner of an REDD property from requesting that it be rezoned to an alternate zoning district as provided in Article VI or petitioning for approval as a planned development district as provided in Article VII.

##### Section 2132 Affect of the Design Overlay District Standards

Properties located within the REDD-B and REDD-F1 are subject to the standards and requirements of Article XIII: Design Overlay District for Main Corridors. Properties located within the REDD-F2 and REDD-F3 are subject to the design and appearance standards as specified in the approved floating zone district standards for their respective floating zone.

##### Section 2133 REDD Districts Subject to Other Requirements of Zoning Ordinance

Except where specifically supplanted by this article or approved district standards applicable to a floating zone, all lands within the REDD are subject to this ordinance's requirements of general applicability affecting uses, lots, structures, parking, and other features.

##### Sections 2134 through 2139 [RESERVED]

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Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

## Article XXI Georgetown Redevelopment Districts (REDD)

### Division 4 Use Standards

#### Section 2140 Classification of Use in the REDD

**2140.1 Referral to Zoning Administrator.** All questions concerning the classification of uses within the REDD shall be referred to the Zoning Administrator for an interpretation of this Ordinance. The referral of the use classification question shall be accompanied by a written statement of facts listing the nature of the use and whether it involves dwelling activity, sales, processing, storage and the amount thereof, anticipated employment, types of products, transportation requirements, and any additional information determined necessary by the Zoning Administrator to classify the proposed use.

**2140.2 Decision of the Zoning Administrator.** The Zoning Administrator shall consider the nature and described performance of the proposed use and may assign a use classification descriptive of the use from Table 2142 “Schedule of Uses” or assign a use classification as is otherwise specifically provided by this Ordinance.

**2140.3 Appeals.** Appeals from the determinations of the Zoning Administrator are made to the Board of Zoning Appeals pursuant to Article XV of this Ordinance.

**2140.4 Referral of Unlisted Uses.** If the Zoning Administrator or the Board of Zoning Appeals, operating under parts (2) and (3) above, determines that a described use does not appear within this Ordinance, the Zoning Administrator or the Board of Zoning Appeals shall transmit a copy of the determination to the Planning Commission. The City Administrator, Planning Commission or City Council may initiate a text amendment to classify the proposed use.

**2140.5 Unlisted Uses are Prohibited.** Any use which does not appear within this Article shall be determined to be a Use Not Allowed within the REDD-B, REDD-F1, and REDD-F2 districts.

#### Section 2141 Use Types

Within the REDD-B, REDD-F1, and REDD-F2 districts, a use is either a Use Permitted by Right, a Conditional Use, a Special Exception Use, or a Use Not Allowed.

P

#### USES PERMITTED BY RIGHT

A “P” in the zoning district column of Table 2142 indicates that a use is permitted in the respective zoning district, subject to compliance with all other applicable regulations of this Ordinance (see Section 2144 for exception).

C

#### CONDITIONAL USES

A “C” in the zoning district column of Table 2142 indicates that a use is allowed in the respective zoning district only if it complies with use-specific conditions and all other applicable regulations of this Ordinance. A cross-reference to the applicable use-specific

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conditions can be found in the “Special Conditions” column of Table 2142 (see Section 2144 for exception).

SE

### SPECIAL EXCEPTION USES

An “SE” in the zoning district column of Table 2142 indicates that a use is allowed only if reviewed and approved by the Board of Zoning Appeals in accordance with the special exception procedures of this Ordinance. In addition, special exception uses may be subject to compliance with the use-specific conditions and all other applicable regulations of this Ordinance. A cross-reference to the applicable use-specific conditions, if any, can be found in the “Special Conditions” column of Table 2142.



### USES NOT ALLOWED

A blank cell in the zoning district column of Table 2142 indicates that a use is not allowed in the respective zoning district, unless said use is otherwise expressly allowed by other provisions within this Ordinance.

### Section 2142 Use Table

Uses are allowed within the REDD-B, REDD-F1, and REDD-F2 districts in accordance with Table 2142 “REDD Schedule of Uses”. The REDD-F2’s floating zone may further restrict allowable uses by requiring a higher level of approval procedure but not a lower level approval procedure than is shown in Table 2142. Where uses are further restricted, the floating zone text approved by City Council shall specify those uses which are allowed by right, conditional use, or special exception and provide conditions, if any, requisite to the establishment of each use. A use which does not appear within Table 2142 is an unlisted use and is not permitted within an REDD-F2 floating zone (see also Section 2123.4).

| Table 2142<br>REDD Schedule of Uses                                                         |          |         |         |                    |
|---------------------------------------------------------------------------------------------|----------|---------|---------|--------------------|
| KEY: P=Permitted by Right C=Conditional Use SE=Special Exception Blank Cell=Use Not Allowed |          |         |         |                    |
| USE CLASSIFICATION                                                                          | DISTRICT |         |         | SPECIAL CONDITIONS |
|                                                                                             | REDD-B   | REDD-F1 | REDD-F2 |                    |
| Adult Day Care                                                                              |          |         | P       |                    |
| Armory                                                                                      | P        | P       | P       |                    |
| Assembly Hall, Coliseums, Gymnasiums, and similar uses                                      |          |         | P       |                    |
| Automated Teller Machine (Free-Standing)                                                    | C        | P       | P       | Section 418        |
| Bakery                                                                                      | P        | P       | P       |                    |
| Bank                                                                                        | P        | P       | P       |                    |
| Barber Shop                                                                                 | P        | P       | P       |                    |

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|                                             |    |    |   |                |
|---------------------------------------------|----|----|---|----------------|
| Beauty Shop                                 | P  | P  | P |                |
| Bed and Breakfast                           |    |    | P |                |
| Billiard Parlor                             |    |    | P |                |
| Boat Sales, Service, and Supplies           |    |    | P |                |
| Bowling Alley                               |    |    | P |                |
| Bus Station                                 |    |    | P |                |
| Church and other religious institutions     |    |    | P |                |
| Club                                        |    |    | P |                |
| Courthouse                                  |    |    | P |                |
| Day Care Center                             |    |    | P |                |
| Dock, Pier and Wharf                        | SE | SE | P | Section 423    |
| Family Day Care Home                        |    |    | P |                |
| Financial Institutions                      |    |    | P |                |
| Fire Station                                | P  | P  | P |                |
| Fraternal Organizations                     |    |    | P |                |
| Greenhouse/Horticulture Nursery             | P  | P  | P |                |
| Group Dwelling                              |    |    | P |                |
| Horse Drawn Carriage                        |    | SE | P | Section 407    |
| Hospital                                    |    |    | P |                |
| Hotel                                       |    |    | P |                |
| Industrial, Light                           |    | SE | P | Section 2143.1 |
| Library                                     | P  | P  | P |                |
| Lodge                                       |    |    | P |                |
| Marina (Wet or Dry)                         |    |    | P |                |
| Marine Related Storage                      |    |    | P |                |
| Mini-Day Care Center                        |    |    | P |                |
| Mini-shopping Center                        | SE | SE | P |                |
| Multi-Family                                | SE | SE | P | Section 2143.2 |
| Museum                                      | P  | P  | P |                |
| News Stand                                  | P  | P  | P |                |
| Office (Business, professional, government) | P  | P  | P |                |
| Park, Active                                | SE | SE | P |                |
| Park, Passive                               | P  | P  | P |                |
| Parking Lot (principal use)                 | SE | SE | P |                |
| Police Station                              | P  | P  | P |                |
| Post Office                                 |    |    | P |                |
| Printing Establishment                      |    |    | P |                |
| Produce Stand and Market                    | SE | SE | P |                |
| Public Assembly Hall                        |    |    | P |                |
| Publicly Owned and                          | P  | P  | P |                |

Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

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|                                              |    |    |   |                |
|----------------------------------------------|----|----|---|----------------|
| Operated Buildings, Facilities, and Land     |    |    |   |                |
| Restaurant (excluding drive-in)              | SE | SE | P |                |
| Retail Store, Small                          | P  | P  | P |                |
| Retail Store, Medium                         | P  | P  | P |                |
| Retail Store, Large                          | SE | SE | P | Section 2143.3 |
| Schools                                      |    |    | P |                |
| Seafood Establishment (wholesale/retail)     |    |    | P |                |
| Single Family Dwelling                       |    |    | P |                |
| Skating Rink                                 |    |    | P |                |
| Substation                                   | SE | SE | P | Section 412    |
| Taxi Stand                                   |    |    | P |                |
| Theater (indoor)                             | SE | SE | P |                |
| Trucking Terminal/Transfer Company           |    |    | P |                |
| Two-Family Dwelling or Duplex                |    |    | P |                |
| Uses Located Over Water                      |    |    | P |                |
| Watchmen/Caretaker Dwelling                  | P  | P  | P |                |
| Water Tower                                  | C  | C  | P | Section 411    |
| Wholesale and warehouse in enclosed building |    | SE | P | Section 2143.1 |

#### Section 2143 Use Conditions

In addition to the district and supplemental requirements imposed on lands and uses by this Ordinance and the required findings for special exceptions in Section 1504, the following conditions shall apply in the REDD districts where a use is allowed as a conditional use or special exception as shown in Table 2142.

**2143.1 Light Industry** (including wholesale and warehouse uses). Light industry may be permitted in the REDD-F1 provided that:

1. Total building floor area shall not exceed 15,000 square feet;
2. The principal building and any permitted accessory structures shall observe a minimum rear yard setback of one hundred (100) feet and a side yard setback of fifty (50) feet;
3. The principal building and any permitted accessory structure shall not be placed any closer than four hundred (400) feet from Front Street nor placed any closer than two hundred (200) feet from any arterial street. This distance shall be measured in a straight line, without regard to intervening structures or objects, from the nearest



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- portion of the building to the nearest boundary of the Front Street or arterial street's right-of-way;
4. All activities associated with the use shall be contained within an enclosed building. No outdoor processes or storage of materials is permitted;
  5. An exterior landscaping buffer, a minimum of thirty (30) feet in width, shall be provided along the rear and side yards; and
  6. Vehicular access onto Front Street is prohibited.

**2143.2 Multi-Family.** Multi-family uses in the REDD-B and REDD-F1 require one thousand (1,000) square feet of open space per unit. An exterior landscaping buffer, a minimum of twenty (20) feet in width, shall be required around the entire development.

**2143.3 Retail Store, large.** Large retail stores may be permitted in the REDD-B and REDD-F1 provided that:

1. Total building floor area shall not exceed 40,000 square feet;
2. The principal building and any permitted accessory structure shall not be placed any closer than four hundred (400) feet from Front Street. No parking lot(s) and drive(s) associated with the retail store shall be placed closer than two hundred (200) feet from Front Street. This distance shall be measured in a straight line, without regard to intervening structures or objects, from the nearest portion of the building, parking lot, or drive to the nearest boundary of the Front Street right-of-way;
3. Vehicular access onto Front Street is prohibited; and
4. A traffic impact study is required.

#### Section 2144 Special Exception Required for High Intensity Uses

Notwithstanding the provisions of Section 2142, in the REDD-B and REDD-F1 uses that require new curb cuts or access points onto Front Street or uses that have the potential to generate three hundred (300) or more peak hour trips as determined by the Institute of Transportation Engineer's Trip Generation Manual (latest edition) are special exception uses and require approval by the Board of Zoning Appeals. The board shall require the submission of a traffic impact study and condition the special exception's approval on the implementation of traffic impact mitigation measures.

#### Sections 2145 through 2149 [RESERVED]

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Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

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#### Division 5 Supplemental Standards

##### Section 2150 Fences and Walls

In the REDD-B and REDD-F1, fences and walls shall not exceed eight (8) feet in height and shall not be placed within any required yard. In cases where a fence or wall is used to conceal or enclose a nonconforming industrial use or a utility use, is required by Sections 510 or 2151 of this Ordinance, or is required by a health or safety code (e.g. construction fencing), the Zoning Administrator may permit the placement of a fence or wall in a required yard provided such placement does not infringe on sight distance at an intersection or driveway. In the REDD-F2 and REDD-F3, the approved floating zone shall establish requirements for the placement of fences and walls.

##### Section 2151 Screening of Nonconforming Heavy Industrial Uses Required

In addition to the requirements imposed by Section 510, heavy industrial uses in the REDD-B and an REDD-F1 floating zone shall be screened from view from any public street or right-of-way with no less than a six foot high, sight obscuring fence, wall, or hedge of not less than an eighty percent opacity. Notwithstanding the provisions of Division 7, heavy industrial uses shall conform with the requirements of this section no later than three hundred sixty-five (365) days from the effective date of this Ordinance. Where not in conflict with this section, screening installed after this article's effective date shall conform to the requirements of Article XIII of this Ordinance

##### Section 2152 Outdoor Storage and Display

Except where expressly provided in REDD-F2 or REDD-F3 district standards approved by City Council, no merchandise, equipment (excluding licensed vehicles and trailers), machinery, bulk materials for processing or shipment, or recyclable, salvage, or junk materials shall be stored or displayed outside of an enclosed building in the REDD, except as follows:

1. Materials and associated recyclables may be stored outside of an enclosed building when appurtenant to a permitted construction or demolition project;
2. Outdoor storage, of less than twenty (24) total hours in any seven (7) day period and excluding outdoor sales or display, is permitted when incidental to the shipping, receiving, or stocking of a licensed business; or
3. Outdoor storage that lawfully existed on the effective date of this article is a nonconforming feature and is subject to the provisions of Section 2174. The area devoted to outdoor storage may not hereafter be enlarged.

##### Section 2153 Signs

**2153.1 Review, Permitting, and Enforcement.** Except where expressly provided otherwise in a REDD-F2 and REDD-F3 floating zone district, signs in the REDD districts are subject to the review, permitting, and enforcement standards contained in Article X and Article XIII of this Ordinance.

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**2153.2 Permitted Signs in REDD-B and REDD-F1.** In addition to signs deemed exempt from the terms of this Ordinance, the following signs are permitted in REDD-B and REDD-F1 districts:

1. Monument freestanding sign: One (1) monument freestanding sign shall be permitted per lot. The maximum gross surface area per sign face shall not exceed sixty (60) square feet and the aggregate gross surface area of the sign shall not exceed one hundred twenty (120) square feet. The freestanding sign shall not exceed eight (8) feet in height and shall not be placed closer than fifteen (15) feet from any property line.
2. Wall signs. Each principal building shall be permitted one (1) wall sign. The maximum gross surface area of the wall sign shall not exceed sixty (60) square feet. In cases where a principal building is located on a corner lot, an additional wall sign is permitted provided that the gross surface area of the sign not exceed thirty (30) square feet.

**2153.3 Permitted Signs in the REDD-F2 and REDD-F3.** In the REDD-2 and REDD-F3 districts, signs shall be permitted in accordance with the approved floating zone district standards.

#### **Section 2154 Parking and Access Standards**

In the REDD-B and REDD-F1 districts, off-street parking shall be provided, constructed, and maintained in accordance with Articles XI and XIII of this Ordinance. In the REDD-2 and REDD-F3 districts, off-street parking shall be provided in accordance with the approved floating zone.

#### **Section 2155 Application of District Standards; Clustering**

In the REDD-B and REDD-F1, density, open area, open space, building coverage, impervious coverage, and other standards are applied uniformly to each lot. In the REDD-F2 and REDD-F3, density, open area, open space, building coverage, and impervious coverage are based on the net development area. Cluster development is permitted, if authorized in approved floating zone district standards. Individual lots within these districts may have varying densities and coverages, provided that cumulatively the lots within the district conform to the standards of this Ordinance and the comprehensive plan.

#### **Section 2156 Frontage Requirements in the REDD**

Notwithstanding the provisions of Section 501, all lots in the REDD districts shall have frontage on and access to a publically dedicated and accepted or publicly maintained street. The minimum frontage requirement shall be a distance equal to or greater than the minimum lot width requirement for the district in which the lot is located.

#### **Section 2157 Exception for Small Lots in REDD-B and REDD-F1**

In the REDD-B and REDD-F1, coverage and setback requirements shall not be applied to limit building coverage to less than 2,500 square feet or limit impervious coverage to less than 5,000 square feet on any lot. The Zoning Administrator is authorized to proportionally reduced setback requirements in accordance with this requirement (see also Section 2173).

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#### Section 2158 Development Bonuses Available in REDD-F2 and REDD-F3

**2158.1 Development Bonuses Available for Certain Improvements.** The owner of the property may propose a development bonus as part of an application for an REDD-F2 or REDD-F3 floating zone. Bonuses may be granted for:

1. The dedication of active and passive parks for public use;
2. The construction and dedication of pedestrian trails;
3. The construction and dedication of streets as illustrated on the official map or provided in the comprehensive plan; or
4. Affordable housing.

When in conformity with the density provisions of the comprehensive plan, development bonuses may be granted in accordance with Table 2158:

| <b>Table 2158</b><br><b>Schedule of Development Bonuses</b>                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                         |                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Improvement</b>                                                                                                                                                                                                                                                                                                            | <b>Development Bonus</b>                                                                                                                                                                                | <b>Maximum Development Bonus</b>                                                                                                                            |
| <b>Parks and Pedestrian Trails:</b> The voluntary construction and dedication of onsite active or passive park area to the city or other entity for perpetual public use. The location of park areas should correspond with the locations and intended purposes as provided in the comprehensive plan.                        | For every ½ acre of park area, the district may be afforded one additional dwelling units per acre of net development area and an additional 1% in building and impervious surface coverage.            | No more than four additional dwelling units per acre and no more than a 4% increase in allowable building and impervious surface coverage for the district. |
| <b>Waterfront Parks and Pedestrian Trails:</b> The voluntary construction and dedication of onsite, waterfront active or passive park area to the city or other entity for perpetual public use. The location of park areas should correspond with the locations and intended purposes as provided in the comprehensive plan. | For every ½ acre of waterfront park area, the district may be afforded two additional dwelling units per acre of net development area and an additional 1% of building and impervious surface coverage. | No more than eight additional units per acre and no more than a 4% increase in allowable building and impervious surface coverage for the district.         |
| <b>Street Dedication:</b> The construction and dedication of onsite streets (and associated rights-of-way) as illustrated on the official map or as outlined in the comprehensive plan.                                                                                                                                       | For every ½ acre of dedicated street right-of-way, the district may be afforded three additional dwelling units per acre of net development area and                                                    | No more than nine additional units per acre and no more than a 6% increase in allowable building and impervious surface coverage for the district.          |

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|                                                                                                                                                                                                  |                                                                                                               |                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
|                                                                                                                                                                                                  | an additional 2% of building and impervious surface coverage.                                                 |                                                                  |
| <b>Affordable Housing:</b> The provision of affordable housing subject to sufficient instruments being provided to guarantee unit affordability for a period of no less than fifteen (15) years. | For every affordable unit provided, one additional market rate unit may be allowed (for the entire district). | May not increase density by more than 20% of district standards. |

**2158.2** *Application and Recommendation of Planning Commission.* The application and accompanying proposed district standards shall clearly describe the improvements and the requested development bonus. The Planning Commission in its report on the proposed floating zone to City Council shall make a recommendation on the requested development bonuses including the justifications for granting the request and its consistency with the comprehensive plan.

**2158.3** *Approval of Development Bonus.* The City Council may, with the approval of an REDD floating zone, grant the requested development bonus. Where the requested bonus would involve the transfer of real property to the City of Georgetown, the acceptance of property and the corresponding granting of development bonuses is discretionary to the City Council. Improvements which are to be dedicated to the City shall follow the procedures as outlined in the City of Georgetown Development Regulations.

**Section 2159 [RESERVED]**



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Division 6 REDD Architectural and Design Standards

Sections 2160 through 2169 [RESERVED]

Attachment: REDD Document (Exhibit A - Council Copy) (2264 : Resolution REDD)

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#### Division 7 REDD Nonconformity Standards

##### Section 2170 General Provisions Governing Nonconformities in REDD Districts

**2170.1 Applicability.** Notwithstanding the provisions of Section 400, nonconforming uses, structures, lots, and site features within the REDD districts are subject to the requirements of this article.

**2170.2 Continuance.** Any use, structure, lot, or other property feature that lawfully existed on this article's effective date may continue in accordance with and subject to the limitations imposed by this division.

**2170.3 Determination of nonconformity status.** The burden of establishing that a use, structure, lot, or site feature is a legal nonconformity, which lawfully existed on the effective date of this article shall, in all cases, be solely upon the property owner.

**2170.4 Substantial improvements prohibited.** A nonconformity shall not hereafter be substantially improved except where such improvement eliminates the nonconformity.

**2170.5 Incidental Repairs and maintenance.** Incidental repairs and normal maintenance of nonconformities shall be permitted unless such repairs are otherwise prohibited by this article. Nothing in this article shall be construed to prevent structures from being structurally strengthened or restored to a safe condition, in accordance with an official order of the building official or his/her designee.

**2170.6 Change of tenancy or ownership.** The status of a nonconformity is not affected by changes of tenancy, ownership, or management and the provisions of this division shall apply to current and subsequent owners and assigns of properties in the REDD.

##### Section 2171 Nonconforming Uses

**2171.1 Expansion.** A nonconforming use shall not be enlarged or expanded unless one of the following conditions exists:

1. Such expansion eliminates or reduces the nonconformity and such expansion or extension conforms to the provisions of this Ordinance; or
2. The expansion is into a part of an existing building or structure that was lawfully and manifestly designed or arranged for such use, provided that no such expansion shall be allowed if it displaces a conforming use or constitutes a substantial improvement as defined herein.

**2171.2 Change of use.** A nonconforming use may not be changed to any use other than a use allowed in the zoning district in which it is located.

**2171.3 Abandonment and loss of nonconforming status.** Once a nonconforming use, which lawfully existed on the effective date of this Ordinance, is abandoned, the use's legal nonconforming status shall be lost and the re-establishment of a nonconforming use shall be

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prohibited. Any subsequent use of the property shall comply with the regulations of the REDD district in which it is located.

The abandonment of a nonconforming use and any related building(s) or structure(s) shall be deemed to have occurred upon any one or more of the following for more than three hundred sixty five (365) consecutive days or more than three hundred sixty five (365) days in any two consecutive years:

1. The cessation of production or processes for which the nonconforming use was intended; or
2. The vacating of the premises; or
3. Failure to secure or maintain licenses, permits, or regulatory approvals necessary for operation; or
4. Disconnecting utility service, such as water, gas, or electric service, serving the nonconforming use or property; or
5. Removal of buildings, equipment, or fixtures which are necessary for the operation of the nonconforming use; or
6. Any structure containing a nonconforming use that has fallen into disrepair and has been deemed unfit for occupancy by the building official, fire marshal, or other competent authority.

**2171.4 Damage or destruction and loss of legal nonconforming status.** A nonconforming use that is damaged or destroyed by any cause shall not be restored or re-established if the cumulative cost of the repair work (materials and labor) in any five year period is more than fifty (50) percent of its pre-damage appraised value for tax purposes. Determinations of the costs of repair work shall be made by the building official, based on receipts and other evidence indicating actual repair costs. Where damage is fifty (50) percent or less and such repairs are permitted, they shall in no way increase the extent of the nonconformity (pre-damage) and shall otherwise be in full compliance with the regulations of this Ordinance. Authorized repairs shall be completed within twelve (12) months of such damage and shall conform to the requirements of the building code.

**2171.5 Accessory uses.** No use that is accessory to a principal nonconforming use shall continue after the principal use has ceased, unless it complies with the regulations of this Ordinance.

**2171.6 Discontinuance of Nonconforming Heavy Industrial Uses.**

1. Except as provided below, heavy industrial uses shall be discontinued within five (5) years from the effective date of this Ordinance. Thereafter, all uses on the property shall comply with the requirements of this Ordinance.
2. Within three (3) years of the discontinuance of a nonconforming heavy industrial use as required by subsection (1) above or (3) below, all nonconforming structures and features shall be brought into conformity with the provisions of this Ordinance. Structures and equipment that are manifestly and exclusively arranged for conducting the discontinued nonconforming use shall be removed from the property.
3. At any time within four (4) years of the effective date of this division, an owner may apply to the Zoning Administrator for an extension to the timeframes for compliance

## Article XXI

### Georgetown Redevelopment Districts (REDD)

set forth in subsection (1) or (2) above. The burden shall be on the applicant to demonstrate that these timeframes are not reasonable and do not afford sufficient time to protect a vested right or to recover costs, based some or all of the following factors:

- (a) capital investments made in the property before the property became nonconforming;
- (b) actual present or depreciated value of the land and improvements;
- (c) original purchase price;
- (d) the time period, if any, to amortize costs of the land and improvements, under the Internal Revenue Code;
- (e) the remaining useful life of capital improvements and equipment on the property;
- (f) annual income;
- (g) return on investment;
- (h) close-out or demolition costs;
- (i) depreciation or appreciation in value of the property and capital investments;
- (j) salvage value of any nonconforming structures or equipment;
- (k) environmental clean-up costs, if any;
- (l) the remaining term of any leases on the property;
- (m) the availability of alternative business locations and the costs of relocation;
- (n) the suitability of existing capital investments and the property for uses that conform with the REDD;
- (o) the benefits to the public of amortizing the nonconforming use, based on the intent of this Article and the City's comprehensive plan, compared to the detriment to the property owner; and
- (p) any other factors supporting the applicant's assertion that the amortization and conformity timeframes set forth in subsections (1) and (2) above are not sufficient to protect a vested right under applicable law.

In making a determination under this subsection, the Zoning Administrator may rely on neutral experts in property appraisal, finance, and industry, based on reasonable economic practice and current market conditions. Appeals from the Zoning Administrator's determination shall be to the Board of Zoning Appeals as provided in this Ordinance.

- 4. No less than one hundred eighty (180) days after the effective date of this division, the Zoning Administrator shall provide written notice to the current owner of a nonconforming use property setting forth the date of the required discontinuance and conformity under subsections (1) and (2) above and advising the owner of the opportunity to appeal the Administrator's determination or to apply for an extension as provided in subsection (3). The Zoning Administrator also shall record a copy of said notice with the Georgetown County Registrar of Deeds.
- 5. The affected property owner may, within ninety (90) days of the receipt of written notice provided by subsection (4), above, appeal the Zoning Administrator's determination that subsections (1) and (2) apply to the property, to the Board of Zoning Appeals as provided in Article XV of this Ordinance.

## Article XXI

### Georgetown Redevelopment Districts (REDD)

#### Section 2172 Nonconforming Structures

**2172.1 Use.** A nonconforming structure may be occupied by any use allowed in the underlying zoning district. When a nonconforming structure contains one or more nonconforming uses, the nonconforming use of the structure is subject to the requirements of Section 2171.

**2172.2 Expansion.** A nonconforming structure shall not be enlarged or altered in a way which increases its nonconformity or constitutes a substantial improvement, but any structure or portion thereof may be altered to decrease its nonconformity.

**2172.3 Moving or relocation.** A nonconforming structure may be moved in whole or part to another location on the same lot if the movement or relocation does not increase the extent of nonconformity. A nonconforming structure may be moved to another lot provided that the dimensional and use requirements of the lot's underlying zoning district can be met.

**2172.4 Damage or destruction and loss of nonconforming status.** A nonconforming structure that is damaged or destroyed by any cause shall not be repaired, rebuilt, or altered if the cumulative cost of the repair work (materials and labor) in any five year period is more than fifty (50) percent of its pre-damage appraised value for tax purposes. Determinations of the costs of repair work shall be made by the building official, based on receipts and other evidence indicating actual repair costs. Where damage is fifty (50) percent or less and such repairs are permitted, they shall in no way increase the extent of the nonconformity (pre-damage) and shall otherwise be in full compliance with the regulations of this Ordinance. Authorized repairs shall be substantially complete within twelve (12) months of such damage and shall conform to the requirements of the building code.

#### Section 2173 Nonconforming Lots

**2173.1 Vacant lots.** Nonconforming vacant lots may be occupied by a use allowed by the underlying zoning district, provided that the use shall comply with all applicable setbacks. If the applicable zoning district permits a variety of uses or a variety of intensities and one or more uses or intensities would comply with setback and other district standards, while others would not, then only the uses or intensities that would comply with the applicable district standards shall be permitted.

**2173.2 Lots with building(s) or structure(s).** If a nonconforming lot contains a building or structure on the date on which this article becomes applicable to it, then the owner may continue the use of that building or structure and may reasonably expand the structure in a way that does not increase the degree of nonconformity. For buildings or structures occupied by a permitted use, an increase in the building size shall not be deemed to increase the degree of nonconformity unless it increases the encroachment on a required yard or, in the case of residential occupancy, increases the number of dwelling units on the nonconforming lot.

#### Section 2174 Nonconforming Features

Nonconforming features. Except as may be provided elsewhere in this Ordinance, nonconforming features to include a deficiency in the number of required parking spaces, paving, deficiency in

## Article XXI

### Georgetown Redevelopment Districts (REDD)

landscaping, required illumination, excessive impervious coverage or similar site appurtenance may continue pursuant to the provisions of this section. Any change of principal use, new construction, feature replacement, or the issuance of a zoning permit affecting the nonconforming feature will thereupon require full compliance with the requirements of this Ordinance.

**Sections 2175 through 2179 [RESERVED]**



## Article XXI Georgetown Redevelopment Districts (REDD)

### Division 8 REDD Zoning and Floating Zone Approval Process

#### Section 2180 REDD-B and REDD-F1

Except as provided by Sections 2121.2 and 2122.2, the rezoning of property to the REDD-B and REDD-F1 districts shall follow the amendment provisions of Article XVIII of this chapter.

#### Section 2181 REDD-F2 and REDD-F3

Designation of a parcel with the REDD-F2 or REDD-F3 floating zone shall follow the procedures as outlined in this article.

**2181.1 Sketch Plan Prepared.** A sketch plan shall be prepared illustrating the boundaries of the proposed areas to be rezoned, the proposed land uses, a proposed lot layout and street configuration, estimated gross densities the generalized location of proposed buildings and improvements, and estimated useable open space.

**2181.2 Sketch Plan Review.** The Zoning Administrator shall submit the sketch plan to the Planning Commission with a recommendation as to whether the proposed design concept is consistent with the comprehensive plan and the requirements of this article. Within sixty (60) days of the receipt of the sketch plan by the Zoning Administrator, the Planning Commission shall either request preparation of detailed district standards consistent with the proposed sketch plan or recommend revisions to the sketch plan.

**2181.3 Content of Proposed Floating Zone.** A proposal to have an REDD-F2 or REDD-F3 floating zone applied to a particular parcel shall be on forms approved by the Planning Commission. As part of the proposal, the applicant shall prepare and submit a detailed REDD development plan and zoning text for the entire proposed district to the Zoning Administrator for consideration by the City Council as provided herein. Floating zone district standards shall contain all relevant information deemed necessary by the Planning Commission and the Zoning Administrator. Relevant information and exhibits shall include but are not limited to the following:

1. REDD Development plan. A development plan shall be submitted that illustrates:
  - (a) The surveyed boundary of the district including approximate interior property lines when future division is permitted;
  - (b) Proposed land uses for each lot or tract within the district;
  - (c) The location of existing and proposed utilities, streets, easements, and other rights-of-way. Where offsite improvements are required, the plan shall illustrate the location and extent of improvements;
  - (d) The location(s) and proposed use(s) of existing and planned buildings;
  - (e) The location of parking lots, drives, and walkways;

## Article XXI

### Georgetown Redevelopment Districts (REDD)

- (f) The location and acreage of passive and active parks and open spaces;
  - (g) A delineation of development phases, if applicable, with an estimated timeline for development (REDD-3 only);
  - (h) Topographical data including existing and proposed contour elevations, areas of special flood hazard, drainage easements, and storm water detention easements.
  - (i) Supplemental exhibits and written narratives that include:
    - 1. A traffic impact study including a description of traffic impact mitigation measures to be taken,
    - 2. A lighting plan denoting the types and locations of exterior fixtures and intensity of illumination,
    - 3. A signage plan,
    - 4. An analysis of public facility impacts,
    - 5. A detail of improvements to be constructed and dedicated to public use. This written narrative shall include a cost estimate and specify the intended ownership, use, and maintenance of improvements,
    - 6. An analysis of any special site conditions that require remediation or mitigation such as floodplains, wetlands, and brownfields,
    - 7. A listing of all onsite nonconformities and a schedule for their removal,
    - 8. If applicable, any requested development bonuses, and
    - 9. A statement of conformity with the city's comprehensive plan, this article, and the official map, and
    - 10. Any additional information the applicant believes to be pertinent.
2. District text. Proposed text that establishes the requirements of the REDD district shall be submitted. At a minimum, the proposed text shall include:
- (a) The name (prefix) of the REDD district, not duplicating the name of any other REDD district, planned development, or subdivision;
  - (b) A statement of the intent and objectives of the proposed district;
  - (c) A legal description of the district boundaries, including the location and acreage of varying densities, uses, or other areas subject to special requirements;
  - (d) Proposed land uses and dimensional requirements including:
    - 1. A listing of uses to be allowed within the proposed district the total acreage for each use and their location. This listing may include primary and alternate uses,
    - 2. Proposed maximum and average residential densities for each residential use, not in excess of those allowed by this Ordinance or the City comprehensive plan, if applicable,
    - 3. The maximum proposed floor area ratios, if any, and the maximum building and impervious coverage for each use,

## Article XXI

### Georgetown Redevelopment Districts (REDD)

4. The maximum height for each use or for the district as a whole,
5. The minimum setbacks for each use or for the district as a whole,
6. The minimum separation distance, if any, between buildings or uses, and
7. Any other proposed use or dimensional requirements to be enforceable to the district.

(e) Requirements imposed on development within the district including, but not limited to: landscaping and streetscapes, signage, parking, pedestrian amenities, lighting, architectural, and/or orientation standards;

(f) A provision which establishes for the possible reversion of property if construction does not occur within a specified-time period; and

(g) A provision which enumerates, other than district requirements, the specific requirements of this chapter which are not applicable to or that are amended upon approval of applicable district standards.

Complete forms and required exhibits, together with an application fee to cover administrative costs, shall be filed with the Zoning Administrator. Any communication purporting to be an application for an amendment shall be regarded mere notice to seek relief until it is made in the form required.

**2181.4 Planning Commission Review; Hearing; Recommendation.** The Zoning Administrator shall promptly transmit all complete applications to have a floating zone applied to a particular parcel to the Planning Commission. The Planning Commission shall conduct a public hearing on the proposed REDD district floating zone following the notification and hearing procedures for text and map amendments as specified in Section 1802.3 of this Ordinance. At the hearing, any party may appear in person, or by agent, or by attorney. The Planning Commission shall have thirty days following the public hearing within which to submit its recommendation and report to the City Council. The report submitted to the City Council shall contain a summary of all significant issues or concerns presented at the public hearing. Criteria to be considered by the Planning Commission in making a recommendation include, but are not limited to, the following:

1. Whether or not the proposed district complies with the standards and intent of this article;
2. Whether or not the proposed district is consistent with the comprehensive plan, official map, and adopted land use standards (including the zoning ordinance and land development regulations);
3. Whether or not the city or other agencies will be able to provide necessary public services, facilities, and programs to serve the district at the time the property is developed; and
4. When applicable, whether the development bonus(es) requested are in agreement with this article and any applicable policies or density provisions set forth in the comprehensive plan.

## Article XXI

### Georgetown Redevelopment Districts (REDD)

If the Planning Commission fails to submit a recommendation within the thirty day period, it shall be deemed to have recommended approval of the requested district.

**2181.5 Action by the City Council.** The Planning Commission shall promptly transmit its recommendation to the City Council for legislative action. For each district request, the City Council shall consider the recommendation of the Planning Commission; however, the City Council is not bound by the recommendation in making its final decision. The creation of the REDD district must be adopted as an ordinance in accordance with South Carolina law and the requirements of the Zoning Ordinance.

#### Section 2182 Reversion

Notwithstanding the provisions of Section 1803, the Planning Commission shall within two years of a rezoning, and periodically thereafter, review the assignment of an REDD-B or REDD-F1 districts to determine its continued appropriateness under the terms of the comprehensive plan. If warranted, the Planning Commission may initiate proceedings to reclassify the property.

In the REDD-F2 and REDD-F3, the timeline for development (including phased development in the REDD-F3) and process for evaluation and reversion are to be specified in the approved floating zone; however, nothing therein shall limit the authority of the City Council to amend the official zoning map or text as provided Title 6, Chapter 29 of the South Carolina Code of Laws or abridge the vesting of rights as provided in the City of Georgetown Development Regulations.

#### Section 2183 REDD Districts Subject to Land Development Regulations

When an REDD district provides for the dedication of land for rights-of-way, parks, or other public spaces; requires the division of property into two or more lots; requires easements; or necessitates the installation of other public improvements, zoning permits for property within the district shall not be issued until such time as a final plat has been approved by the Planning Commission in accordance with the Georgetown Land Development Regulations. The Planning Commission shall require the posting of a surety instrument to guarantee the installation and/or dedication of required improvements including traffic impact mitigation measures and any legal instruments necessary to accomplish public dedication.

All plats approved under the terms of this section shall be recorded in the Office of the Register of Deeds of Georgetown County.

#### Section 2184 Permitting

Following the adoption by the City Council of an REDD district and an applicant's compliance with this Ordinance, permits may be issued by the Zoning Administrator to allow construction. All permitting shall conform to the application and site plan review procedures as specified in Article XV of this chapter.

## Article XXI

### Georgetown Redevelopment Districts (REDD)

#### Section 2185 REDD-F2 and REDD-F3 Floating Zone Amendments

**2185.1 Minor Amendments.** Minor changes in an REDD floating zone's district standards may be approved by the Zoning Administrator provided that such changes:

1. Do not increase the density of the district;
2. Do not change the exterior boundaries of the district or alter the permitted height of structures,
3. Do not increase the intensity of land use;
4. Do not increase the number of lots (where subdivision has been approved);
5. Do not materially change the location or amount of land devoted to a specific land use;
6. Do not alter or conflict with the district's zoning text; and,
7. May include, but not be limited to the minor shifting of buildings, proposed streets, public or private ways, utility easements, parks or other public open spaces, or other features of the plan. Minor shifting of buildings does not include encroaching into any required setback.

All minor changes approved by the Zoning Administrator and all amended plans or plats shall be recorded in the Office of the Clerk of Court of Georgetown County.

**2185.2 Major Amendments.** Major changes in an approved REDD floating zone's district standards shall be considered an amendment to the original ordinance and shall require a public hearing, review and recommendation by the Planning Commission, and approval by City Council as required by South Carolina law and the City Zoning Ordinance. Major changes may include, but are not limited to, the following:

- (1) Increases in density, within any limitations described in this Ordinance or the City comprehensive plan,
- (2) Changes in the exterior boundary lines of the REDD floating zone district or alterations in the district's lot size, density, or dimensional requirements;
- (4) Changes in the location or amount of land devoted to specific land uses;
- (5) The creation of any new lot; or
- (6) Any change that requires the zoning text of the floating zone district to be altered.

A major change(s) to an REDD floating zone district shall be approved or denied pursuant the procedures established in Section 2181.

#### Sections 2186 through 2199 [RESERVED]

**Amendments to Sections 514, 1301, and 1504****PROPOSED AMENDMENTS ARE HIGHLIGHTED****Section 514 One Principal Use on a Lot**

Only one principal use may be permitted on a parcel with the exception of the Planned Developments as defined in Section 713 and the REDD-F2 and REDD-F3 as provided in Article XXI. Parcels that have existing buildings prior to the adoption of this ordinance may continue uses of the building. If the existing use ceases to operate, a new use will not be permitted. If the uses ceases for a period of 90 days, the use will no longer be considered existing and will not be eligible for a permit to reopen. A property owner may subdivide the property if all the requirements established in Article VIII of the Zoning Ordinance can be met.

**Section 1301 Delineation of District Boundaries**

The boundaries of the Design Overlay District shall include all parcels partially or completely within the outlined Design Overlay District boundaries as illustrated on the Official Zoning Map and the map attached as approved by the Mayor and City Council and includes the following zoning districts within the district. (All properties annexed into the City of Georgetown after the adoption of said guidelines, partially or completely contiguous with Church Street, Highmarket Street, Fraser Street, access roads parallel to these said streets where visible from the main road, and or any street designated to be within the adopted Overlay district shall be required to comply with the adopted guidelines as set forth):

General Commercial (GC)  
Intermediate Commercial (IC)  
Planned Development District(s) (PD)  
Conservation Preservation (CP)  
High Density Residential (R-4)  
Heavy Industrial (HI)  
Low Density Residential (R-1)  
Public Service District (PS)  
Base Redevelopment District (REDD-B)  
Redevelopment District Floating Zone 1 (REDD-F1)

Specific zoning-related standards are established within the zoning ordinance and must be met prior to beginning development or redevelopment activities of the overlay zone. In addition to the requirements set forth in the Design Overlay Corridor District, all commercial, industrial, or Office development in the Design Overlay District shall meet all applicable zoning requirements set forth in the underlying zoning district.

Noncontributing commercial buildings located in the Designs Overlay District that are also located in the Historic District shall be exempt from ARB review.

**PROPOSED TEXT AMENDMENTS**



## Amendments to Sections 514, 1301, and 1504

PROPOSED AMENDMENTS ARE HIGHLIGHTED

### Section 1504 Powers

The Board of Zoning Appeals shall have the following powers:

**1504.1** To hear and decide appeals where it is alleged there is error in an order, requirement, decision, or determination made by an administrative official in the enforcement of the Zoning Ordinance; **and**

**1504.2** To hear and decide appeals for variances from the requirements of the Zoning Ordinance when strict application of the provisions of the Ordinance would result in unnecessary hardship. A variance may be granted in an individual case of unnecessary hardship if the Board make and explains in writing the following findings:

1504.201 There are extraordinary and exceptional conditions pertaining to the particular piece of property,

1504.202 These conditions do not generally apply to other property in the vicinity,

1504.203 Because of these conditions, the application of the Ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property,

1504.204 The authorization of the 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 the granting of the variance, and

1504.205 The Board may not grant a variance the effect of which would be to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the Official Zoning Map. The fact that property may be utilized more profitably, should a variance be granted may not be considered grounds for a variance;

**1504.3** To authorize the permitting of special exceptions subject to the terms and conditions for such uses as set forth by this Ordinance. The Board of Zoning Appeals may approve, approve with conditions, or deny a request for a special exception permit. Special exception permits may be approved only if the board finds that the proposed use:

**1504.301** Is in fact a use specifically listed as a special exception for the zoning district in which the use is intended,

**1504.302** Is consistent with the recommendations contained in the City of Georgetown Comprehensive Plan and the character of the underlying zoning district as indicated in the zoning district's intent,

**1504.303** Is compatible with existing uses in the vicinity and will not adversely affect the general welfare or character of the immediate community,

### PROPOSED TEXT AMENDMENTS

**Amendments to Sections 514, 1301, and 1504****PROPOSED AMENDMENTS ARE HIGHLIGHTED**

**1504.304** Adequate provision is made for such items as setbacks, buffering, and screening (including fences and/or landscaping) to protect adjacent properties from the possible adverse influence of the proposed use such as noise, vibration, dust, glare, odor, traffic conditions, and similar factors,

**1504.305** When applicable, will be developed in a way that will preserve and incorporate important natural features,

**1504.306** Complies with all applicable rules, regulations, laws, and the standards of this chapter, and

**1504.307** Will not hinder or endanger vehicular traffic or pedestrian movements on adjacent streets.

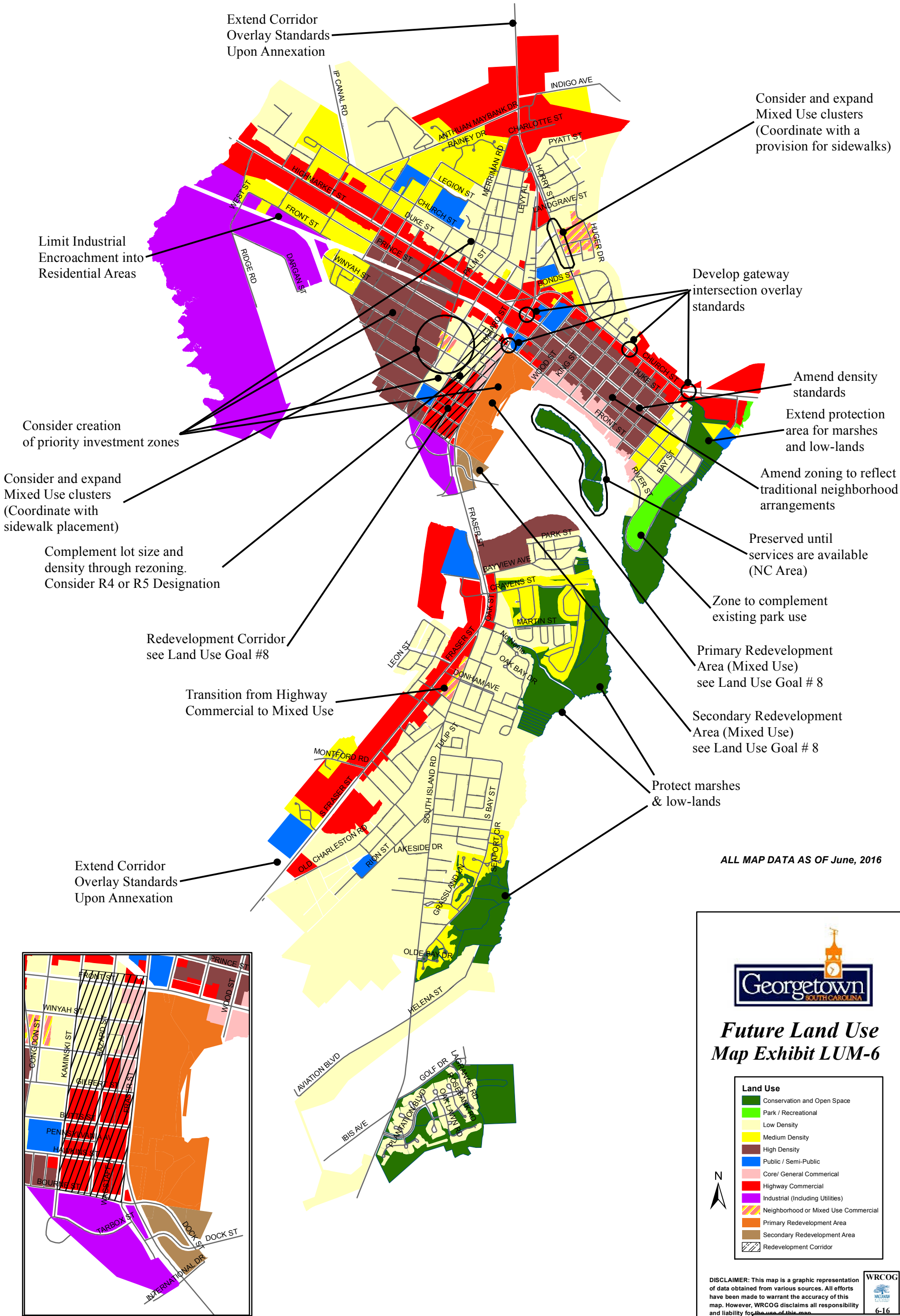
In granting a special exception permit, the board may attach to it such conditions regarding the location, character, or other features of the proposed structure or use as the board may consider advisable to protect established property values in the surrounding area or to promote the public health, safety, or general welfare; and

**1504.4** To remand a matter to the Zoning Administrator, upon motion by a party or the board's own motion, if the board determines that the record is insufficient for review. A party's motion for remand may be denied if the board determines that the record is sufficient for review. The board must set a rehearing on the remanded matter without further public notice for a time certain within sixty days unless otherwise agreed by the parties. The board must maintain a list of persons who expressed an interest in being informed when the remanded matter is set for rehearing, and notice of the rehearing must be mailed to these persons prior to the rehearing.

**1504.5** In exercising the above powers, the Board of Zoning Appeals 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 of the Zoning Administrator and to that end shall have all the powers of the officer from whom the appeal is taken and may issue or direct the issuance of a permit. The board, in the 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. All final decisions and orders of the Board must be permanently filed in the office of the Board as a public record. All findings of fact and conclusions of law must be delivered to the parties of interest by certified mail.

**PROPOSED TEXT AMENDMENTS**

EXHIBIT B



Attachment: FUTURE LAND USE 16-6-23 (2264 : Resolution REDD)

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2259)**

Meeting: 03/16/17 05:30 PM  
Department: Police Department  
Category: Report  
Prepared By: Johnnie Deas  
Initiator: Kelvin Waites  
Sponsors:  
DOC ID: 2259

**February 2017 GPD Report**

MAYOR  
JACK, M. SCOVILLE, Jr.



POLICE CHIEF  
KELVIN WAITES

## City of Georgetown

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

March 8, 2017

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

Dear Mayor Scoville and Council Members:

The Following is a list of activities that the police were involved in during the month of February 2017:

During the month of February the Georgetown Police department sent 26 survey letters to the citizens who had some type of contact with an employee from the department. Out of 26 letters the department received 3 positive feedbacks by mail and 1 undeliverable survey letter.

During the month of February Victim Advocate Chanda Robinson was a guest presenter at the First Baptist Church with the Georgetown County School District Career Specialist program at their Junior Teen Conference and topic discussed was Teen Violence and Domestic Violence.

On February 2<sup>nd</sup> the command staff and I conducted a budget workshop at the police department.

On February 9<sup>th</sup> Sgt. Church and I went to eat lunch with the young men at AMI/Marine Institute. We talked with the young men about poor life decisions and making the most out of their opportunities.

On February 14<sup>th</sup> Major Deas and I met with the City Administrator and Finance Director regarding our Capital Improvements Program.

The Georgetown Police Department also had a site visit from FEMA on February 14<sup>th</sup>. They received all of the information that they needed from us regarding Hurricane Matthew.



Honorable Mayor and City Council Members  
March 8, 2017  
Page Two

On February 17<sup>th</sup> Major Deas and I traveled to Florence S.C. to an open house event put on by S.L.E.D. They had open house at their new office space.

On Sunday February 19<sup>th</sup> I participated with the Annual Black History Program at St. Peters Missionary Baptist Church on South Island Road as the speaker for that event.

On February 21<sup>st</sup> the Georgetown Police Department hosted 4 sophomores from local high schools who needed to do job shadowing. Three out of the four actually stated that they would like to start a career in law enforcement.

On February 21<sup>st</sup> the command staff had a meeting with Mrs. Sherri Cloud to discuss mental health training for first responders. Mrs. Cloud is a representative of the National Alliance on Mental Illness. (NAMI)

On February 21<sup>st</sup> – 22<sup>nd</sup> the Georgetown Police Department hosted Autism training for all of our officers as well as the command staff.

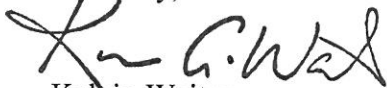
On February 23<sup>rd</sup> I attended a press conference held by the FBI and U.S. Attorney's Office at the M.L. Brown Building in Conway, SC. The press conference involved the conclusion of a two year investigation of a gang that was trafficking heroin from Charleston through Georgetown on up to Horry County. The Georgetown Police Department played a major role in participating with this case. At the time of the press conference 18 arrests had already been made.

On Friday February 24<sup>th</sup> I participated with the Annual Black History Program at Carver's Bay High School as the speaker for the event.

On February 25<sup>th</sup> the Georgetown Police Department participated with the Black History Parade on Front Street. No problems noted.

On February 28<sup>th</sup> the Georgetown Police Department participated with the Mardi Gras Strut on Front Street. No problems noted.

Sincerely,



Kelvin Waites  
Chief of Police  
KW: pc

Attachments

Attachment: GPD-MONTHLY LETTER (2259 : GPD - February Monthly Report)



# **GEORGETOWN POLICE DEPARTMENT** **2017 YEAR-TO-DATE ACTIVITY REPORT**

|                                | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>SPEEDING CITATIONS</b>      | 47  | 67  |     |     |     |     |     |     |     |     |     |     |
| <b>OTHER TRAFFIC CITATIONS</b> | 107 | 128 |     |     |     |     |     |     |     |     |     |     |
| <b>WARNING - SPEEDING</b>      | 102 | 86  |     |     |     |     |     |     |     |     |     |     |
| <b>WARNING - OTHER</b>         | 195 | 150 |     |     |     |     |     |     |     |     |     |     |
| <b>PARKING CITATIONS</b>       | 19  | 17  |     |     |     |     |     |     |     |     |     |     |
| <b>TOTALS</b>                  | 470 | 448 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   |

**TOTAL CITATIONS**

**918**

|                              |    |    |   |   |   |   |   |   |   |   |   |   |
|------------------------------|----|----|---|---|---|---|---|---|---|---|---|---|
| <b>STATE ACCIDENTS</b>       | 44 | 38 |   |   |   |   |   |   |   |   |   |   |
| <b>PARKING LOT ACCIDENTS</b> | 13 | 8  |   |   |   |   |   |   |   |   |   |   |
| <b>TOTALS</b>                | 57 | 46 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**TOTAL ACCIDENTS**

**103**

# GEORGETOWN POLICE DEPARTMENT 2017 YEAR-TO-DATE ACTIVITY REPORT

|         | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| ARRESTS | 126 | 94  |     |     |     |     |     |     |     |     |     |     |

TOTAL ARRESTS 220

|                    |     |     |   |   |   |   |   |   |   |   |   |   |
|--------------------|-----|-----|---|---|---|---|---|---|---|---|---|---|
| CRIMINAL INCIDENTS | 164 | 171 |   |   |   |   |   |   |   |   |   |   |
| DOMESTIC INCIDENTS | 13  | 5   |   |   |   |   |   |   |   |   |   |   |
| TOTALS             | 177 | 176 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

TOTAL INCIDENTS 353

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2250)**

Meeting: 03/16/17 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 2250

**February 2017 Municipal Court Report**

# Municipal Court Report February 2017

16.B.1

## Cases Disposed

| Disposition                                 | # of Cases<br>Disposed | Fine Amounts |
|---------------------------------------------|------------------------|--------------|
| Paid                                        | 14                     | \$ 6,010.40  |
| Served Time                                 | 16                     | \$ 21,850.00 |
| Scheduled Time Payment                      | 44                     | \$ 27,929.79 |
| NRVC                                        | 0                      | \$ -         |
| Bench Warrant                               | 14                     | \$ 19,802.50 |
| Parking Tickets Paid                        | 0                      | \$ -         |
| Nolle<br>Prosequi/Dismissed/<br>Not Guilty  | 25                     | \$ -         |
| Transferred to<br>General Sessions<br>Court | 7                      | \$ -         |
| Voided                                      | 0                      | \$ -         |
| Total                                       | 120                    | \$ 75,592.69 |

Actual fine revenue collected \$61,954.25

|                                   |     |
|-----------------------------------|-----|
| Bond hearings held                | 22  |
| Warrants Prepared                 | 33  |
| Bench Warrants Issued             | 20  |
| Payments posted                   | 289 |
| Tickets entered                   | 246 |
| Expungements processed            | 25  |
| Cases Filed & scheduled for court | 310 |
| Tickets transmitted to DMV        | 267 |
| Juror notices prepared            | 0   |

Attachment: Municipal court report (2250 : February 2017 Municipal Court Report)

## **Municipal Court Report February 2017**

16.B.1

Jury trials were held the week of February 6 - 10. Thirty-seven defendants were scheduled for jury trials with fifty-five charges against them. We held five actual trials with a disposition of guilty for all five. Eleven charges were dismissed. Forteen defendants pled guilty. Twenty-five charges were continued.

Throught the month of February, 73 defendants were seen in bond court with a total of 118 charges.

Attachment: Municipal court report (2250 : February 2017 Municipal Court Report)

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2257)**

Meeting: 03/16/17 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 2257

**February 2017 Fire Report**



# The FIRE Report

A monthly report of Fire Department activities to City Council

MARCH  
2017



## Fire Prevention Bureau

2017  
FEBRUARY

|                                 |    |
|---------------------------------|----|
| Inspections                     | 54 |
| Violations Found                | 63 |
| Buildings without Violations    | 15 |
| Buildings Cleared of Violations | 22 |
| Violations Corrected            | 40 |
| Violations Not Corrected        | 2  |
| 3rd Party Inspection Review     | 0  |

|                                  |    |
|----------------------------------|----|
| Assemblies Inspected:            | 6  |
| Business Inspected:              | 23 |
| Educational Buildings Inspected: | 1  |
| Hazardous Buildings Inspected:   | 0  |
| Factories Inspected:             | 0  |
| Institutional Inspected:         | 1  |
| Mercantile Inspected:            | 15 |
| Residential Inspected:           | 1  |
| Storage Buildings Inspected:     | 2  |

|                        |   |
|------------------------|---|
| Construction Meetings: | 0 |
| Plans Review:          | 5 |
| Test Conducted:        | 6 |
| Compliance Issues:     | 0 |
| Complaints Reviewed:   | 1 |
| Business License:      | 7 |
| Citation Issued:       | 0 |

## Public Education

|              |     |
|--------------|-----|
| Programs     | 9   |
| Participants | 198 |

## Suppression Division

### A Brief Look at Emergency Responses

FEBRUARY 2017

1. One Medical Call; Three Alarm System Malfunctions; Two Public Service Calls
2. Three Medical Calls; Two MVA's; One Gas Spill; One Cooking Fire; One Detector Activation; Four Public Service Calls
3. Three Medical Calls; Five Public Service Calls
4. Two Medical Calls
5. Ten Medical Calls
6. Seven Medical Calls; Two Public Service Calls
7. Eight Medical Calls; Two Alarm Activations; Three Public Service Calls
8. Seven Medical Calls; One Alarm Activation; One Detector Activation; Two Public Service Calls
9. Five Medical Calls; One Police Assist; One MVA; Three Alarm Activations; Two Public Service Calls
10. Four Medical Calls; One fire Follow-up; Three Public Service Calls
11. Three Medical Calls; One Gas Leak; One Alarm Activation; One Detector Activation; Four Public Service Calls
12. Three Medical Calls
13. Eight Medical Calls; Three Public Service Calls
14. Nine Medical Calls; One MVA; Two Public Service Calls
15. Five Medical Calls; One Alarm Activation; Two Public Service Calls
16. Five Medical Calls; One MVA; One Detector Activation; Six Public Service Calls
17. Eleven Medical Calls; One Wiring Short; Three MVA's; Four Public Service Calls
18. Four Medical Calls; One MVA; One Gas Leak; One Alarm Malfunction; Three Public Service Calls
19. Nine Medical Calls; One Powerline Down; Four Public Service Calls
20. Five Medical Calls; One Building Fire; One Fire Follow-up; One Public Service Call
21. Two Medical Calls; Two Public Service Calls
22. Four Medical Calls; One Mutual Aid Call; Six Public Service Calls
23. Nine Medical Calls; One Gas Leak; One False Alarm; Three Public Service Calls
24. Five Medical Calls; Five Public Service Calls
25. Seven Medical Calls; One MVA; Six Public Service Calls
26. Five Medical Calls; One False Alarm
27. Six Medical Calls; One Alarm Activation; One Gas Spill; Three Public Service Calls
28. Four Medical Calls; One Container Fire; Four Public Service Calls

Attachment: FEBRUARY 2017 FIRE REPORT (2257 : February 2017 Fire Report)



**FEBRUARY Year to Date**  
**Total Call Volume**      **2017 2016 2017 2016**  
 As defined by the National Fire Incident Report System

|                       |            |            |            |            |
|-----------------------|------------|------------|------------|------------|
| Fires                 | 3          | 2          | 7          | 7          |
| Rescue Calls/EMS      | 167        | 94         | 354        | 193        |
| Hazardous Conditions  | 44         | 41         | 88         | 79         |
| Service Calls         | 44         | 26         | 72         | 46         |
| Good Intent Calls     | 2          | 4          | 11         | 8          |
| False Alarms          | 20         | 15         | 32         | 22         |
| Weather/Flood         | 0          | 0          | 0          | 1          |
| Special Incident Type | 11         | 11         | 15         | 15         |
| <b>Total Calls</b>    | <b>292</b> | <b>193</b> | <b>579</b> | <b>371</b> |

**Save/Loss Analysis**

|               | Losses    | Property Values |
|---------------|-----------|-----------------|
| FEBRUARY 2017 | \$ 10,001 | \$ 77,000       |
| FEBRUARY 2016 | \$ 2,951  | \$ 3,700        |
| Year to Date  | \$ 34,501 | \$ 7,612,100    |

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

**Mutual Aid Calls**

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

|                      | FEBRUARY | YTD     |
|----------------------|----------|---------|
| Staff Training Hours | 950.25   | 1910.45 |

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2247)**

Meeting: 03/16/17 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 2247

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**February 2017 Public Works Department Report**



**FEBRUARY, 2017  
PUBLIC WORKS DEPT.  
CITY COUNCIL MONTHLY REPORT**

## **RESIDENTIAL SANITATION**

1. Number of .Net work orders requests of roll-out carts repairs, new roll out cart deliveries and/or replacements; recycle bins and cancelled sanitation services; yard waste and brown and white goods collected this month: **30**
2. Crews collected yard waste, brown and white goods, dead animals along city right of ways.
3. Delivered roll out carts, barricades and tents for special events and emergency assistance.

## **STREETS and GROUND MAINTENANCE**

1. Grounds Maintenance Crews supported residential sanitation crews with garbage collections.
2. Crews completed **46** work orders for sidewalk, curbside collections and street maintenance.
3. Grounds Maintenance completed maintenance of City Parks, Welcome Sign areas and right of ways.

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2249)**

Meeting: 03/16/17 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Glenn Dixon

Initiator: Glenn Dixon

Sponsors:

DOC ID: 2249

**February 2017 Fleet Services Report**



## **FLEET SERVICES DEPARTMENT**

### **FEBRUARY 2017 MONTHLY REPORT**

|                              |    |
|------------------------------|----|
| • Repairs                    | 49 |
| • PM Services                | 12 |
| • Tires repaired or replaced | 37 |
| • Services past due          | 20 |



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2258)**

Meeting: 03/16/17 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 2258

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**February 2017 Electric Utility Department Report**

**JACK M. SCOVILLE, JR.**  
Mayor

**PAUL GARDNER**  
City Administrator



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

**ELECTRIC UTILITY DEPARTMENT**

OFFICE: (843) 545-4600

FAX: (843) 527-7591

March 7, 2017

Following is a brief summary of major activities in the Electric Utility Department for February 2017:

Peak shaving operation was successful this month and we had both units running in February when Santee Cooper hit their system peak for the month. Again, we only had to run twice for just a few hours in order to capture the peak. Bids for the circuit breakers required for the project were opened on January 27<sup>th</sup>, and a recommendation was approved by Council at the February meeting. Substation equipment bids have been received and a recommendation will be brought to Council in March. The general contract for the construction of the facility is currently being advertised, and the substation construction will be advertised in March. Both of these recommendations will be brought to council in April and we expect construction to begin sometime in May.

The Electric Department's FEMA submittal for Hurricane Matthew was completed during February. This involved a tremendous amount of paperwork and documentation. Our submittal for reimbursement stands at about \$335,000. This number has not been reviewed by FEMA at this time.

Budget deadlines were met during February along with our FEMA deadlines. CIP and operating budgets were submitted. Budget issues were discussed at the retreat in late February. Council's attention and receptiveness to discuss these issues is greatly appreciated.

The contractor crew has made good progress on a rebuild of a pole line on Prince Street between Washington Street and Merriman Road. This pole line is in poor condition and carries three distribution feeders for a block and then two feeders for the second block. This will improve reliability for a large number of customers served by these three feeders.

Discussions are underway with Santee Cooper regarding the replacement of a lightning arrester in the Georgetown Substation that failed in August. Though the arrester needs to be replaced, there is still lightning protection at the nearby transformer in the same substation, so the risk to us has been minimal. Santee Cooper will work with us to replace all three arresters at this location. It will require an outage for the entire

Georgetown Substation (all customers north of the bridge) for approximately 2 hours. This will be coordinated for a late night this spring when temperatures are mild and customer inconvenience will be as low as possible. No further discussions were held in February. As spring nears, we will coordinate an outage to accomplish this task.

We are currently advertising three vacant positions in the Electric Department: Line Crew Supervisor, Electric Engineering Technician, and a Line Technician. Applications will be accepted through February and hopefully we will have a suitable field of candidates. We are currently in the process of evaluating these applications.

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

Meetings continue with representatives of Tidelands Health concerning electric service to the new surgical wing being constructed at the hospital. It appears that a new transformer will be required and that this can be incorporated into a looped system which will be designed to give them redundancy and increased reliability.

Work has been completed on the Broad Street revitalization project. All decorative poles and LED lights included in the project plan have been installed. We are in the process of having the project planner re-survey the residents of Broad St. between Highmarket and Front to see if they are more receptive to the decorative poles/lights than they were during the initial planning process.

The Harborwalk lighting project has been completed. The new lights proved excellent lighting on the deck with a symmetric lighting pattern throughout the length of the Harborwalk. We are working to attempt to reposition a few of the lights to reduce glare in certain areas.

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

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

The February safety meeting was held on the 23<sup>rd</sup>.

Other statistics of interest for January:

|                                         |     |
|-----------------------------------------|-----|
| • Cut-on – regular                      | 153 |
| • Cut-off – regular                     | 78  |
| • Cut-off – non-pay                     | 158 |
| • Non-pay restores                      | 152 |
| • Re-read orders                        | 184 |
| • CNP finals                            | 17  |
| • Accidents – lost time                 | 0   |
| • Accidents – first aid/property damage | 0   |
| • PUPS locates                          | 86  |

- Total orders worked

780

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2253)**

Meeting: 03/16/17 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2253

**February 2017 Water Utilities Report**

## FEBRUARY 2017 WATER UTILITIES REPORT

### Water Treatment Plant

- |                                     |           |
|-------------------------------------|-----------|
| • WTP Filtered Water Total          | 22.802 MG |
| • Average Daily Flow Finished Water | 0.814 MGD |
| • King Well                         | 6.827 MG  |
| • Maryville Well                    | 5.915 MG  |

### Wastewater Treatment Plant

- |                                                                                                  |             |
|--------------------------------------------------------------------------------------------------|-------------|
| • Influent Flow Total                                                                            | 101.536 MG  |
| • Average Daily Influent Flow                                                                    | 3.626 MGD   |
| • Effluent Flow Total                                                                            | 88.400 MG   |
| • Average Daily Effluent Flow                                                                    | 3.157 MGD   |
| • Rainfall Total                                                                                 | 0.99 inches |
| • Received the toxicity sampling results.                                                        |             |
| • SCDHEC inspected SBR #3 and issued partial permit to operate.                                  |             |
| • Met with Shealy Consulting to discuss possible better limits and discuss the toxicity results. |             |
| • North American Construction began work on SBR #2.                                              |             |

### Water Distribution

- Completed 122 work orders
- Repaired 20 water leaks
- Replaced 12 water meters
- Completed 85 locates

### Wastewater Collection

- Completed 53 work orders
- Responded to 41 backups
- Routine line cleaning
- Completed 85 locates

### Maintenance

- Completed 21 work orders



- Completed 9 work orders on pump stations throughout City
- Completed 4 work orders for the WWTP
- Completed 1 work orders for the WTP

### **Stormwater**

- Completed 82 work orders
- Completed 85 locates
- Routine line and ditch cleaning

### **Customer Surveys**

- We received three customer surveys in January and scored a 5 out of 5.

**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2255)**

Meeting: 03/16/17 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 2255

**February 2017 Engineering Report**



**City of Georgetown  
Engineering Monthly Report  
February 2017**

**Engineering - Orlando Arteaga, PE**

**Date: March 7, 2017**

**Capital Improvement Projects**

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

- Architect: Walsh Krowka Associates, Inc.
- Design Fee: \$22,350
- Design Start: 9/28/2016
- Design Finish: 1/25/2017
- Contractor: CP&G (pending Council approval)
- Bid date: 2/28/2017
- Bid Amount: \$231,671 (under review)
- Construction Start: 3/31/2017 (Planned)
- Construction Finish: 5/31/2017 (Planned)
- Scope: New landscaping, sod, irrigation, perimeter fence, gazebo, light posts, sidewalks, and bathhouse.

**2. Cherry Street Water**

- Engineer: Stantec
- Contractor: Hollbrook Construction Inc.
- Bid date: 11/2/2016
- Bid Amount: \$186,760
- Construction Start: 12/15/2016
- Construction Finish: 3/27/2017 (Planned)
- Construction is 90% complete.
- Scope of Work: New 1,725 lineal feet of 6-in. PVC water main on Cherry Street and Wilkinson Street.

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

- Engineer: AECOM
- Design Start: 4/12/2016
- Design Completion: ~~9/23/2016~~ 12/6/2016
- New re-bid date: 12/8/16



**City of Georgetown  
Engineering Monthly Report  
February 2017**

- Contractor: Green Wave Contracting, Inc.
- Phase I Bid Amount: \$1,874,257,60
- Phase II Bid Amount: \$308,323.50
- Scope of Work: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration.
- Status: Contract was approved by Council on 12/15/2016. Contract is pending approval by the two grant agencies CDBG and RIA. CDBG and RIA will not approve contract until all construction permits are in place. Contractor's bid is valid for 90 days has agreed to extend it for another 30 days until 4/8/2017. **SCDOT and CSX permits still pending. No CSX permit issued as of this date.** All seven private property easements have been obtained at this time.

**4. East Bay Park - Boat Trailer Parking**

- Engineer: Mead & Hunt, Inc.
- Design Fee: \$68,250 (Revised)
- Design Start: 7/5/2016
- Design Finish: 3/31/2017 (Planned)
- Design is 95% complete
- Scope of Work: New trailer boat parking (35 spaces) and drainage improvements.
- Status: Permit applications submitted to SCDOT and SCDHEC week of 1/30/2017. Awaiting for SCDOT and SCDHEC permit approvals.

**5. East Bay Park - Bathrooms**

- Architect: Tych & Walker
- Design Fee: \$10,000
- Design Start: 2/2/2017
- Design Finish: 4/13/2017 (Planned)
- Design is 5% complete
- Scope of work: New bathrooms at ground level



**City of Georgetown  
Engineering Monthly Report  
February 2017**

**6. East Bay Park – Recreational Walking Trail**

- Engineer: Cagle Consulting Engineers, LLC
- Design Fee: \$9,750
- Design Start: 2/8/2017
- Design Finish: 3/31/2017 (Planned)
- Design is 5% complete
- Scope of Work: Six-foot walking trail around East Bay Park

**7. Georgetown Fire Station #2**

- Design-Builder: Coastal Structures Corporation
- Architect: Tych & Walker Architects, LLP
- Design Start: 5/24/2016
- Design Finish: 3/9/2017 (Planned)
- Scope of work: New Fire Station building 8,000 SF.
- Status: Sitework design plans completed and sent to SCDHEC for review and permit approval on 1/20/2017. Council approved estimate for \$2,000,000

**8. Harborwalk Fire Protection**

- Design-Builder: Coastal Structures Corporation
- Subcontractor: Grand Strand Fire Sprinkler
- Bid date: 9/12/2016
- Design Start: 11/11/2016
- Design Complete: 12/30/2016
- Construction Start: 1/9/2017
- Construction Finish: 3/9/2017 (Planned)
- Bid Price: \$283,256
- Scope: Approximately 1,500 lineal feet of dry pipe with FD connections.
- Construction is 99% complete.



**City of Georgetown  
Engineering Monthly Report  
February 2017**

**9. North Side Water Storage Tank**

- Engineer: WK Dickson
- Design Fee: \$74,710
- Design Start: 11/17/2016
- Design Finish: 7/5/2017 (Planned)
- Design status: 40% complete approximately
- Scope: New elevated water storage tank with a capacity of 250,000 gallons located behind Middle School. Project includes open cut, HDD and/or Jack & Bore trenching for a 12-in. water main. Agencies involved: DHEC and SCDOT.
- Status: Topographic and utility survey completed for new easement; however, new surveying is required for Jack & Bore pit and for the Yogi Bear Tank. Deed and easement documents recorded. Additional design work is required at the Yogi Bear Tank and for jack & bore design at Maybank Drive crossing for an additional amount of \$20,200 presented as Amendment no. 1 dated 1/26/2017. Change order request is under review with City staff.

**Private Development Projects Reviewed:** One (1): Dollar General

**SCDOT Encroachment Permits:** Two (2)



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2244)**

Meeting: 03/16/17 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Rick Martin

Initiator: Rick Martin

Sponsors:

DOC ID: 2244

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**February 2017 Housing & Community Development Report**

**Housing & Community Development  
Monthly Report  
February 2017**

16.I.1

**Building Official**

Inspections and Permits

*Checked areas for non-permitted as well as permitted work, site conditions, and responded to calls.*

**Monthly Report:**

|                    |            |
|--------------------|------------|
| Business License   | 6          |
| Stop Work          | 3          |
| Re-Inspection      | 0          |
| Footings           | 8          |
| Rough Inspections  | 19         |
| Electrical         | 20         |
| Mobile Home        | 0          |
| On-site            | 53         |
| CO                 | 15         |
| CC                 | 0          |
| Plan Review & Sign | 9          |
| City Alarm System  | 2          |
| <b>Total</b>       | <b>135</b> |

Review Meetings/On-site visits

Safety inspections

**Other Meeting**

Weekly Staff Meeting

Monthly Safety Meeting

Monthly Council Meeting

Council Workshops

**Monthly Updates on Projects for March**

Honorable Mayor & Council:

- Construction continues at the Georgetown Hospital and the new Surgical Wing
- The new dialysis center at 1120 N. Fraser Street
- Coastal Carolina buildings are doing repairs due to flood damage
- South Island Assisted Living Center is still under construction as well as Roses Department Store
- We are working on the plans for the Peak Shaving Plant and updating the Historic District Guidelines
- Plans are being reviewed for the new Dollar General Store
- Janet is extremely busy with overgrown lots, helping with signage and ARB.
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park. She is doing site visits on the main corridors and Front Street each Monday and Friday.
- Matt is working with all departments as well as Planning and Zoning as well as beginning to work with the Planning Commission on the Land Use Element primarily with the Hi District, as well the COG
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as the Board Secretary, scheduling inspections and meetings for the office
- Debra, Janet, Cindy, and Matt have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

Thanks Again,  
Rick Martin

**Packet Pg. 180**

Attachment: February 2017 Report (2244 : February 2017 H&CD Monthly Report)

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

|                                                                                                             |    |
|-------------------------------------------------------------------------------------------------------------|----|
| Total Letters Issued for Overgrown Lots                                                                     | 16 |
| Total Letters Issued for Neglect of Structures                                                              | 3  |
| Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/Electronic Devices | 0  |
| Total Letter Issued for Vision Clearance                                                                    | 0  |
| Total Work Orders Sent to Streets and Sanitation                                                            | 0  |
| Total Letters Sent for Dilapidated Structures                                                               | 2  |
| Total Letters sent for Sign Violations                                                                      | 0  |
| Total Referrals for Water and Sewer                                                                         | 0  |
| Total Citations Issued for Overgrown Lots                                                                   | 0  |
| Total Citations Issued for Trash Violations                                                                 | 1  |
| Total Citations Issued for Business Licenses                                                                | 0  |
| Total Citations Issued for Dilapidated Structures                                                           | 0  |
| Total Citations Issued for Hospitality Taxes                                                                | 0  |
| Total Violations Issued for Signage                                                                         | 0  |

## Total Demolitions

|                                                  |  |
|--------------------------------------------------|--|
| Total Dilapidated Structures Removed<br><b>0</b> |  |
|--------------------------------------------------|--|

## Permits

|                                          |   |
|------------------------------------------|---|
| Total Letters Issued for Encroachments   | 0 |
| Total Citations Issued for Encroachments | 0 |

## Complaints

|                                       |   |
|---------------------------------------|---|
| Total Complaints                      | 7 |
| Total referrals to Electric-Tree Crew | 0 |

# Administrative Assistant II

## Board & Commissions:

### ARB:

1. New awning requested for 916 Front Street.
2. Alterations requested for 318 St. James Street.
3. Alterations requested for 617 Highmarket Street.

### ARB (On-Site):

None

### BZA:

None

## Planning Commission:

1. Text Amendment request to Article VII, Section 702.2 (Minimum are of PD)
2. Review and recommend an ordinance on Short Term Vacation Rentals.
3. Review and recommend an ordinance on Outside Open Displays.

### CAB (Community Appearance Board):

None

**CBA (Construction Board of Appeals):**

None

**TRC:**

None

**FOIA:**

None

**Permit Valuation Report:**

|                        |   |
|------------------------|---|
| Commercial Addition    | 0 |
| Commercial Alteration  | 1 |
| Commercial Electric    | 1 |
| Commercial Gas         | 0 |
| Commercial Mechanical  | 0 |
| Commercial New Build   | 0 |
| Commercial Plumbing    | 0 |
| Commercial Roofing     | 1 |
| Demolition             | 0 |
| Mobile Home            | 0 |
| Residential Addition   | 2 |
| Residential Alteration | 8 |
| Residential Electrical | 6 |
| Residential Gas        | 0 |
| Residential Mechanical | 3 |
| Residential New Build  | 3 |
| Residential Plumbing   | 0 |
| Residential Roofing    | 3 |

**Administrative Assistant's Daily Duties:**

- Daily operation of the front desk
- Transcribing minutes for the Board(s) meetings
- Daily scheduling of inspections
- Preparing timesheets
- Put the packets together for Board meetings
- Beginning updates to departmental reports
- Working on 2017-2018 Budget
- Composing Power Point and booklets for Departmental Retreat

**Community Planner/GIS Technician**

- Continued to work with Georgetown County and Pawleys Island on our Program for Public Information (PPI) project for the CRS program. The PPI document and corresponding tables have been completed and we need to have a 3rd and final PPI Sub-Committee meeting for additional edits/updates before we send it off to FEMA.
- Worked on several new ordinances to present to the Planning Commission this month and then Council next month. These include the Accessory Structures, Short-

Rentals, Outdoor Open Display, Minimum Area to a Planned Development, and final revisions of the Bailey Bill.

- Sign Permits: Eve's Caribbean Restaurant and Laundromat (1131 Church St)
- Temporary Sign Permits: Mattress Country, Buzz Roost, Front Street Deli, Ship's Booty, NWTF, Charity Oyster Roast, & Gtown Hardware.
- Completed and mailed back the Census LUCA information for our community. This is in preparation for the big 2020 Census that will start taking place next year.
- Helped organize and presented info at the new West End Redevelopment Sub-Committee that was held on Saturday, February 11, 2017 from 10am-12pm.
- Worked on the Action Items for the Hazard Mitigation Plan for the County's Emergency Management Department. We do annual reports and updates on this plan.
- Continued to help Ken Gaiser, Asbury Street Maryville, with a Hazard Mitigation Grant Program (HMGP) through state DNR. We are the sub-applicant.
- Helped fix an addressing issue for six citizens along A Avenue in Georgetown. The County had them as H Ave and it was messing up their billing. Fixed now.
- Debra out for two weeks this month so had extra duties of answering phones, walk-ins, and permits. Also finished all budget packets and PowerPoint for retreat.
- Received and reviewed the next two elements of the Comprehensive Plan update, Cultural Resources and Housing Elements. These will go to Comp Plan Sub-Committee for review next month.
- Finished all three required online training videos through MASC website.
- Work on some maps and spatial information for the new Economic Development Director.
- Went with Paul, Elise, and WRCOG to Charleston to meet with the land use lawyer about the new REDD zoning district for the steel mill area site. We are moving forward with the adoption process ASAP.
- Continue to assist department with zoning compliance, floodplain management, plan review, GIS, etc. on a daily basis.

## Keep Georgetown Beautiful

- Prepared materials and agenda for Keep Georgetown Beautiful Monthly Meetings
- Ordered and received new planters paid with grant money
- Attended South Carolina Litter Association Conference in Myrtle Beach
- Attended and assisted at monthly ARB Meeting
- Attended and assisted at monthly Planning Commission Meeting
- Assisted in HC&D issuing permits, scheduling inspections and tree investigations
- Submitted Yard of Excellence nominees
- Helped coordinate interviews and logistics with ARB Guideline interviews
- Worked towards replacing fence at Kaminski House due to storm damage
- Ordered doggie bags for dispensers
- Sought new locations for valuable artwork at City Hall
- Dealt with Code Enforcement issues
- Sent letters, made phone calls and visits pertaining to code violations
- Followed up with code enforcement matters
- Continued work on parks
- Performed various other tasks related to Keep Georgetown Beautiful and Housing & Community Development

## FRIENDS OF THE KAMINSKI HOUSE REPORT – February 2017

February has been a busy month at the Kaminski House Museum. Visitors to the Kaminski House are up 28% over last February and year-to-date our visitors for house tours are up 4.5%. Visitors came from 34 different states and 3 foreign countries in February.

We have been busy marketing the museum and Assistant Director Kim Leatherwood has been very busy showing the property for event rentals. Advertisements have recently run in Charleston Wedding Magazine and Grand Strand Brides Magazine in an effort to market the museum and Georgetown as a destination wedding site.



The tall-case clock in the Kaminski House front hallway underwent some minor repair work in February. One of the feet on the clock case was loose and after removing the 18<sup>th</sup> C. clockworks for safe keeping, the clock case was laid on its back in order to have better access to the loose foot. The repair was a simple one and the clock has been reassembled and is in working order.

To hear the clock chime, please visit the museum's FaceBook page:

[https://www.facebook.com/pg/KaminskiMuseum.org/videos/?ref=page\\_internal](https://www.facebook.com/pg/KaminskiMuseum.org/videos/?ref=page_internal)

In preparation for the upcoming school field trip season, Executive Director Robin Gabriel held a two-day training session for staff and volunteers on the museum's school program.

Volunteers play a vital role in the daily operation of the Kaminski House Museum. In February, our volunteers worked a total of 117 hours (the equivalent of more than three full-time employees).

Robin Gabriel, Executive Director



**Georgetown City Council**

120 North Fraser Street  
Georgetown, SC 29442

**SCHEDULED****MONTHLY REPORT (ID # 2251)**

Meeting: 03/16/17 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 2251

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**February 2017 Finance and IT Departmental Reports**

## February 2017 Finance and IT Departments Report

### Statistics:

New Business Licenses Issued: ADS Security, L.P., Bob's Home Improvement, Georgetown City Rentals, Tyrone Hurell Lawn Care (CRG), Paradise Vapes, Waldrep Development LLC.

### Projects Progress:

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

**FY2017/18 Budget:** We are fully involved in the budget process. We are currently conducting budget reviews with each City Department Head. The 2017/2018 budget is scheduled to be presented to Mayor and Council on April 6, 2017.

**Update on Business License Tax Bills:** We continue to monitor the two (2) business license bills that are still being debated. The City would stand to lose over \$900,000 in business license revenue if the bills are passed. We continue to speak with our State Representatives and encourage them to vote against the bills.

Update: The bills have been sent back to the House Committee panel for further study.

### Upcoming Procurement Projects:

- Fire Station II
- Drainage Project (Phase I & Phase II)
- East Bay Park Improvements
- Ben Cooper Park Improvements
- Peak Shaving Project
- Historic Guidelines Project
- Demolition Of Dilapidated Structures
- WWTP Modifications

**Attached are the Budget Performance Reports for February 2017.**

**CITY OF GEORGETOWN**  
**FY 2016/2017 GRANTS**  
**February 28, 2017**

| Ref                          | Grantor                             | Program                                                            | Award Amount        | Match Amount        | Expenditures      | Balance             | Award #           | Status |
|------------------------------|-------------------------------------|--------------------------------------------------------------------|---------------------|---------------------|-------------------|---------------------|-------------------|--------|
| <b><u>FEDERAL GRANTS</u></b> |                                     |                                                                    |                     |                     |                   |                     |                   |        |
| 1                            | US Department of Agriculture        | Rural Business Enterprise Grant                                    | 44,000.00           | -                   | 31,671.00         | 12,329.00           | 00-01             |        |
| 2                            | Bureau of Justice Assistance        | Bullet Proof Vest Grant 2015 Regular Solicitation                  | 1,896.68            | -                   | -                 | 1,896.68            | -                 |        |
| 3                            | SC Department of Commerce           | Highmarket & Duke Drainage Improvements (CDBG)                     | 1,000,000.00        | 1,045,258.00        | 83,527.50         | 1,961,730.50        | CDBG #4-CI-15-012 |        |
| 4                            | SC Department of Archives & History | FY 2015 Federal Historic Preservation Grant: NAPC Scholarship      | 2,000.00            | -                   | 340.00            | -                   | -                 | Closed |
| 5                            | SC Department of Archives & History | FY 2016 Federal Historic Preservation Grant: COG Design Guidelines | 27,500.00           | 27,500.00           | 4,940.26          | 50,059.74           | -                 |        |
| 6                            | Federal Highway Administration      | East Bay Park Recreational Trail (SCPRT)                           | 77,758.60           | 19,439.65           | -                 | 97,198.25           | P28051500715      |        |
| 7                            | SC Department of Commerce           | Ladder Fire Truck                                                  | 500,000.00          | 340,000.00          | -                 | 840,000.00          | CDBG #4-CE-16-003 |        |
| <b><u>STATE GRANTS</u></b>   |                                     |                                                                    |                     |                     |                   |                     |                   |        |
| 8                            | SC Rural Infrastructure Authority   | N. Congdon St & CSX Drainage Ditch Improvement Project             | 159,365.00          | 133,720.00          | 30,310.00         | 262,775.00          | #R-16-1094        |        |
| 9                            | SC Parks, Recreation, & Tourism     | Ben Cooper Park Improvements - Phase I (SCPARD)                    | 51,418.17           | 12,854.54           | -                 | 64,272.71           | 2017050           | New    |
| 10                           | SC Parks, Recreation, & Tourism     | Ben Cooper Park Improvements - Phase II (SCPARD)                   | 8,371.53            | 2,092.88            | -                 | 10,464.41           | 2017051           | New    |
| 11                           | SC Department of Public Safety      | Body Warn Cameras                                                  | 20,090.00           | -                   | 20,090.00         | -                   | -                 | Closed |
| <b><u>OTHER GRANTS</u></b>   |                                     |                                                                    |                     |                     |                   |                     |                   |        |
| 12                           | International Paper Company         | Outdoor Classroom at Morgan Park                                   | 15,000.00           | -                   | 15,000.00         | -                   | -                 | Closed |
| 13                           | Palmetto Pride                      | Keep South Carolina Beautiful 2016                                 | 8,000.00            | -                   | 8,000.00          | -                   | -                 | Closed |
| 14                           | Palmetto Pride                      | Keep South Carolina Beautiful 2017                                 | 8,000.00            | -                   | 1,829.66          | 6,170.34            | -                 |        |
| <b>TOTAL</b>                 |                                     |                                                                    | <b>1,923,399.98</b> | <b>1,580,865.07</b> | <b>195,708.42</b> | <b>3,306,896.63</b> |                   |        |

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

| G/L<br>Date | Gov<br>Deal # | Asset # | Dept.            | Description                         | Amount           | Sales Tax       | Total<br>Proceeds | GovDeals<br>Fee | Notations                                  |
|-------------|---------------|---------|------------------|-------------------------------------|------------------|-----------------|-------------------|-----------------|--------------------------------------------|
| -           |               | -       |                  | No Activity                         | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>Total July</b>                   | -                | -               | -                 | -               |                                            |
| -           |               |         |                  | No Activity                         | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>Total August</b>                 | -                | -               | -                 | -               |                                            |
| 09/21/16    | 489           | 10068   | Public Works     | 2000 Ford F150                      | 521.00           | 36.47           | 557.47            | 39.07           | Billy Barbare; Rec# 2017-12754             |
| 09/12/16    | 491           | 12163   | Public Works     | 2009 John Deere Mower               | 1,151.99         | 80.64           | 1,232.63          | 86.40           | Wes Redick; Rec# 2017-00294                |
| 09/14/16    | 492           | 10709   | Waste Management | 2008 Ford F750                      | 1,675.00         | 117.25          | 1,792.25          | 125.62          | Sonny Nguyen; Rec# 2017-11669              |
| 09/23/16    | 493           | 12126   | Waste Management | 2008 Crain Carrier                  | 2,642.00         | 184.94          | 2,826.94          | 198.15          | Auto Wholesalers; Rec# 2017-00327          |
| 09/23/16    | 494           | 12179   | Waste Management | 2009 Crain Carrier                  | 2,802.77         | 196.19          | 2,998.96          | 210.21          | Auto Wholesalers; Rec# 2017-00327          |
| 09/14/16    | 495           | 10173   | H & C Dev.       | 2002 Ford Explorer                  | 975.00           | 68.25           | 1,043.25          | 73.12           | Strand Classic Cars; Rec# 2017-11677       |
|             |               |         |                  | <b>Total September</b>              | <b>9,767.76</b>  | <b>683.74</b>   | <b>10,451.50</b>  | <b>732.57</b>   |                                            |
| -           |               | -       |                  | No Activity                         |                  |                 |                   |                 |                                            |
|             |               |         |                  | <b>Total October</b>                | -                | -               | -                 | -               |                                            |
|             |               | -       |                  | No Activity                         |                  |                 |                   |                 |                                            |
|             |               |         |                  | <b>Total November</b>               | -                | -               | -                 | -               |                                            |
| 12/30/16    | 484           | 10172   | Police           | 2001 Ford Crown Victoria veh. # 626 | 500.00           | \$ 35.00        | 535.00            | 37.50           | Isaac Williams; Rec#2017-28174             |
| 12/14/16    | 485           | 10162   | Police           | 2002 Dodge Durango veh. #616        | 1,450.00         | \$ 101.50       | 1,551.50          | 108.75          | Kendrick Geddis; Rec# 2017-25712           |
| 12/15/16    | 486           | 10175   | Police           | 2002 Ford Crown Victoria veh. #629  | 226.00           | \$ 15.82        | 241.82            | 16.95           | Strand Classic Cars; Rec# 2017-25922       |
| 12/14/16    | 487           | 10169   | Police           | 1998 Ford Crown Victoria veh. #623  | 481.00           | exempt          | 481.00            | 36.07           | East Coast Sport & Import; Rec# 2017-25801 |
| 12/14/16    | 488           | 10178   | Police           | 2003 Dodge Durango veh. #632        | 2,252.50         | 157.68          | 2,410.18          | 168.94          | Kendrick Geddis; Rec# 2017-25712           |
| 12/16/16    | 490           | 10648   | Public Works     | 1997 Ford Ranger veh. #1212         | 301.00           | 21.07           | 322.07            | 22.57           | Delton Grissett; Rec#2017-26151            |
| 12/14/16    | 497           | 10171   | Police Dept.     | 2001 Ford Crown Victoria veh. #625  | 1,601.00         | 112.07          | 1,713.07          | 120.07          | Kendrick Geddis; Rec# 2017-25712           |
|             |               |         |                  | <b>Total December</b>               | <b>6,811.50</b>  | <b>443.14</b>   | <b>7,254.64</b>   | <b>510.85</b>   |                                            |
| -           | 496           | 10822   | Water Department | Alamo Buck Hog                      | -                | -               | -                 | -               | no bids                                    |
| -           | 499           | 10717   | Waste Management | 2005 Sideload (Body only)           | -                | -               | -                 | -               | no bids                                    |
|             |               |         |                  | <b>Total January</b>                | -                | -               | -                 | -               |                                            |
| 02/13/17    | 498           | 11013   | Wastewater Dept. | 1997 Ford LNT 8000                  | 7,025.00         | 491.75          | 7,516.75          | 526.87          | CC&D Trucking Inc; Rec#2017-00733          |
| 02/13/17    | 500           | 10643   | Electric         | 2000 Chevrolet CS1065               | 1,200.00         | 84.00           | 1,284.00          | 90.00           | Gregory Colvin; Rec#2017-35013             |
| 02/13/17    | 500           | 10643   | Electric         | 2000 Chevrolet CS1065               | (1,200.00)       | (84.00)         | (1,284.00)        | (90.00)         | Gregory Colvin; Rec#2017-35013; Refund     |
|             |               |         |                  | <b>Total February</b>               | <b>7,025.00</b>  | <b>491.75</b>   | <b>7,516.75</b>   | <b>526.87</b>   |                                            |
|             |               |         |                  | <b>Total March</b>                  | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>Total April</b>                  | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>Total May</b>                    | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>Total June</b>                   | -                | -               | -                 | -               |                                            |
|             |               |         |                  | <b>TOTAL PER G/L</b>                | <b>23,604.26</b> | <b>1,618.63</b> | <b>25,222.89</b>  | <b>1,770.29</b> |                                            |

\*As of Dec. 2016 the GovDeal Fee is included in the customers total. Therefore, the customer is responsible for the fee (Administrative Fee).

\*On GovDeal # 500, customer was given a refund back on the same day he paid, due to some unknown issues on the vehicle

Attachment: GovDeals-Monthly Rpts FY 16.17 (2251 : February 2017 Finance and IT Departmental



# Budget Performance Report

Fiscal Year to Date 02/28/17

|                          |                           | Amended        | Current Month  | YTD          | YTD            | Budget - YTD | % Used/ |                  |
|--------------------------|---------------------------|----------------|----------------|--------------|----------------|--------------|---------|------------------|
| Account                  | Account Description       | Budget         | Transactions   | Encumbrances | Transactions   | Transactions | Rec'd   | Prior Year Total |
| Fund 0010 - General Fund |                           |                |                |              |                |              |         |                  |
| REVENUE                  |                           |                |                |              |                |              |         |                  |
| Department 00 - Revenue  |                           |                |                |              |                |              |         |                  |
| Property Taxes           |                           |                |                |              |                |              |         |                  |
| 311.001                  | Property Taxes - Real     | 2,975,000.00   | 1,593,229.05   | .00          | 2,847,927.46   | 127,072.54   | 96      | 3,011,900.07     |
| 311.003                  | Property Taxes - Vehicles | 260,000.00     | 20,898.80      | .00          | 168,051.53     | 91,948.47    | 65      | 285,882.62       |
| 311.005                  | Prop Tax-Penalties & Cost | 31,000.00      | .00            | .00          | .00            | 31,000.00    | 0       | 39,263.69        |
|                          | Property Taxes Totals     | \$3,266,000.00 | \$1,614,127.85 | \$0.00       | \$3,015,978.99 | \$250,021.01 | 92%     | \$3,337,046.38   |
| Licenses and Permits     |                           |                |                |              |                |              |         |                  |
| 321.001                  | Business Licenses         | 2,509,000.00   | 16,447.73      | .00          | 143,615.65     | 2,365,384.35 | 6       | 2,656,916.82     |
| 321.002                  | Business Lic - Penalties  | 13,000.00      | 90.00          | .00          | 5,469.86       | 7,530.14     | 42      | 13,102.00        |
| 322.001                  | Cable TV Franchise        | 52,000.00      | .00            | .00          | 14,146.74      | 37,853.26    | 27      | 80,929.13        |
| 322.002                  | S.C. Electric & Gas Co.   | 42,000.00      | .00            | .00          | .00            | 42,000.00    | 0       | 44,094.25        |
| 323.001                  | Electrical Permits        | 3,500.00       | 448.00         | .00          | 4,854.00       | (1,354.00)   | 139     | 3,763.00         |
| 323.002                  | Plumbing Permits          | 500.00         | 2,415.00       | .00          | 5,569.00       | (5,069.00)   | 1114    | 665.00           |
| 323.003                  | Gas Permits               | 600.00         | .00            | .00          | 522.00         | 78.00        | 87      | 642.00           |
| 323.004                  | Building Permits          | 67,000.00      | 5,730.00       | .00          | 123,271.55     | (56,271.55)  | 184     | 63,297.00        |
| 323.005                  | Yard Sale Permits         | 100.00         | .00            | .00          | 45.00          | 55.00        | 45      | 75.00            |
| 323.006                  | Mobile Home Permits       | 100.00         | .00            | .00          | 75.00          | 25.00        | 75      | 225.00           |
| 323.007                  | Demolition & Clearance    | 1,500.00       | 150.00         | .00          | 36,034.00      | (34,534.00)  | 2402    | 1,675.00         |
| 323.008                  | Mechanical Permits        | 6,000.00       | 417.00         | .00          | 5,142.00       | 858.00       | 86      | 7,318.00         |
| 323.010                  | Bus Lic Inspection Fee    | 1,000.00       | 100.00         | .00          | 775.00         | 225.00       | 78      | 1,250.00         |
| 323.014                  | Construct Parking Permit  | 50.00          | .00            | .00          | .00            | 50.00        | 0       | 50.00            |
| 323.015                  | Reinspection Fee          | 500.00         | .00            | .00          | .00            | 500.00       | 0       | 300.00           |
| 323.019                  | Stop Work Order Fee       | 300.00         | 48.00          | .00          | 120.00         | 180.00       | 40      | 504.00           |
| 323.020                  | Board of Appeals Fee      | 500.00         | .00            | .00          | 450.00         | 50.00        | 90      | 600.00           |
| 323.021                  | Zoning Fees               | 1,000.00       | .00            | .00          | 600.00         | 400.00       | 60      | 1,100.00         |
| 323.022                  | Plan Review Fee           | 13,000.00      | 1,377.50       | .00          | 51,938.00      | (38,938.00)  | 400     | 11,302.50        |
| 323.023                  | Sign Permit Fee           | 4,500.00       | 297.00         | .00          | 3,020.00       | 1,480.00     | 67      | 5,839.00         |
| 323.024                  | Planning Commission Fees  | 200.00         | .00            | .00          | .00            | 200.00       | 0       | 150.00           |
| 323.025                  | ARB Fees                  | 900.00         | 120.00         | .00          | 585.00         | 315.00       | 65      | 1,050.00         |
| 323.026                  | Plat Approval Fees        | 300.00         | 40.00          | .00          | 320.00         | (20.00)      | 107     | 240.00           |
| 323.027                  | Special Events Permit     | 500.00         | 25.00          | .00          | 200.00         | 300.00       | 40      | 511.00           |
| 323.028                  | Miscellaneous permits     | 500.00         | .00            | .00          | .00            | 500.00       | 0       | 525.00           |
| 364.000                  | Housing Authority FILOT   | 36,000.00      | .00            | .00          | .00            | 36,000.00    | 0       | 38,336.50        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|         |                                | Amended        | Current Month | YTD          | YTD          | Budget - YTD   | % Used/ |                  |
|---------|--------------------------------|----------------|---------------|--------------|--------------|----------------|---------|------------------|
| Account | Account Description            | Budget         | Transactions  | Encumbrances | Transactions | Transactions   | Rec'd   | Prior Year Total |
|         | Licenses and Permits Totals    | \$2,754,550.00 | \$27,705.23   | \$0.00       | \$396,752.80 | \$2,357,797.20 | 14%     | \$2,934,460.20   |
|         | Impact Fees                    |                |               |              |              |                |         |                  |
| 324.008 | Fire Impact Fee                | 50,000.00      | 3,544.00      | .00          | 189,677.84   | (139,677.84)   | 379     | 44,761.06        |
|         | Impact Fees Totals             | \$50,000.00    | \$3,544.00    | \$0.00       | \$189,677.84 | (\$139,677.84) | 379%    | \$44,761.06      |
|         | Fines and Forfeitures          |                |               |              |              |                |         |                  |
| 351.001 | Police Fines                   | 170,000.00     | 36,378.55     | .00          | 126,615.28   | 43,384.72      | 74      | 148,245.42       |
| 351.003 | Parking Fines                  | 4,000.00       | 100.00        | .00          | 725.00       | 3,275.00       | 18      | 2,985.00         |
| 351.005 | Safe Street Fees               | 150.00         | .00           | .00          | .00          | 150.00         | 0       | .00              |
| 351.008 | Victim's Asst. Fees-(%)        | 15,000.00      | 2,748.05      | .00          | 11,666.72    | 3,333.28       | 78      | 17,623.88        |
| 351.009 | Victim's Asst. Flat Fees       | 7,000.00       | 1,238.04      | .00          | 5,419.63     | 1,580.37       | 77      | 6,772.52         |
| 351.012 | Traffic Education Program Fees | 1,100.00       | .00           | .00          | 420.00       | 680.00         | 38      | 1,260.00         |
|         | Fines and Forfeitures Totals   | \$197,250.00   | \$40,464.64   | \$0.00       | \$144,846.63 | \$52,403.37    | 73%     | \$176,886.82     |
|         | Charges for Services           |                |               |              |              |                |         |                  |
| 344.005 | SRO Reimbursement              | 65,000.00      | .00           | .00          | .00          | 65,000.00      | 0       | 69,419.00        |
| 351.010 | Misc Police Revenue            | 1,500.00       | 214.25        | .00          | 2,783.00     | (1,283.00)     | 186     | 2,382.50         |
| 363.001 | Fees for GIS/B&P Documents     | .00            | .00           | .00          | 22.50        | (22.50)        | +++     | 10.00            |
| 363.005 | FOIA Fees                      | 750.00         | .00           | .00          | 52.75        | 697.25         | 7       | 476.00           |
|         | Charges for Services Totals    | \$67,250.00    | \$214.25      | \$0.00       | \$2,858.25   | \$64,391.75    | 4%      | \$72,287.50      |
|         | State Shared                   |                |               |              |              |                |         |                  |
| 311.004 | Inventory Tax                  | 132,978.00     | .00           | .00          | 66,489.06    | 66,488.94      | 50      | 132,978.12       |
| 311.006 | Homestead Exemption Tax        | 125,000.00     | .00           | .00          | .00          | 125,000.00     | 0       | 125,610.84       |
| 311.007 | Manufacturer's Tax Reduce      | 14,500.00      | .00           | .00          | .00          | 14,500.00      | 0       | 26,931.87        |
| 311.008 | Motor Carrier Lieu of Tax      | 6,000.00       | 183.42        | .00          | 7,886.21     | (1,886.21)     | 131     | 9,156.56         |
| 335.001 | Local Government Fund          | 185,000.00     | .00           | .00          | 108,688.17   | 76,311.83      | 59      | 200,572.44       |
| 351.007 | Sunday Liquor Sales            | 15,000.00      | .00           | .00          | 3,030.00     | 11,970.00      | 20      | 17,350.00        |
|         | State Shared Totals            | \$478,478.00   | \$183.42      | \$0.00       | \$186,093.44 | \$292,384.56   | 39%     | \$512,599.83     |
|         | Local Grants                   |                |               |              |              |                |         |                  |
| 332.008 | Other Local Grants             | 7,000.00       | .00           | .00          | 8,000.00     | (1,000.00)     | 114     | 9,614.33         |
|         | Local Grants Totals            | \$7,000.00     | \$0.00        | \$0.00       | \$8,000.00   | (\$1,000.00)   | 114%    | \$9,614.33       |
|         | Federal Grants                 |                |               |              |              |                |         |                  |
| 335.004 | Fema Recovery                  | .00            | .00           | .00          | 23,399.18    | (23,399.18)    | +++     | 103,405.75       |
|         | Federal Grants Totals          | \$0.00         | \$0.00        | \$0.00       | \$23,399.18  | (\$23,399.18)  | +++     | \$103,405.75     |
|         | Investment Earnings            |                |               |              |              |                |         |                  |
| 361.001 | Investment Earnings            | 16,000.00      | 5,206.35      | .00          | 27,569.79    | (11,569.79)    | 172     | 14,952.17        |
| 361.002 | Invest Earnings-Restrict       | .00            | .00           | .00          | .00          | .00            | +++     | (50,000.00)      |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT





# Budget Performance Report

Fiscal Year to Date 02/28/17

|         |                                | Amended               | Current Month         | YTD           | YTD                   | Budget - YTD          | % Used/    |                       |
|---------|--------------------------------|-----------------------|-----------------------|---------------|-----------------------|-----------------------|------------|-----------------------|
| Account | Account Description            | Budget                | Transactions          | Encumbrances  | Transactions          | Transactions          | Rec'd      | Prior Year Total      |
|         | Investment Earnings Totals     | \$16,000.00           | \$5,206.35            | \$0.00        | \$27,569.79           | (\$11,569.79)         | 172%       | (\$35,047.83)         |
|         | Miscellaneous                  |                       |                       |               |                       |                       |            |                       |
| 362.000 | Rents and Royalties            | 26,000.00             | 10,950.00             | .00           | 14,286.30             | 11,713.70             | 55         | 26,083.15             |
| 364.001 | Steel Mill FILOT               | .00                   | .00                   | .00           | .00                   | .00                   | +++        | 26,754.33             |
| 368.000 | Work Comp Reimbursement        | 2,000.00              | 565.38                | .00           | 565.38                | 1,434.62              | 28         | 1,964.76              |
| 369.000 | Cash Over & Short              | 50.00                 | .00                   | .00           | (94.22)               | 144.22                | -188       | 18.95                 |
| 369.002 | Miscellaneous Revenue          | 3,000.00              | 577.02                | .00           | 7,251.41              | (4,251.41)            | 242        | 2,881.65              |
| 369.003 | Insurance Proceeds             | 35,000.00             | 725.05                | .00           | 10,941.18             | 24,058.82             | 31         | 45,031.12             |
| 369.005 | Set-off Debt Collection Fees   | 1,500.00              | 600.00                | .00           | 600.00                | 900.00                | 40         | 2,632.17              |
| 369.013 | Returned Check Fees            | 5,000.00              | 180.00                | .00           | 3,000.00              | 2,000.00              | 60         | 4,200.00              |
| 370.000 | Overpayments                   | .00                   | .00                   | .00           | 15,558.00             | (15,558.00)           | +++        | .00                   |
|         | Miscellaneous Totals           | \$72,550.00           | \$13,597.45           | \$0.00        | \$52,108.05           | \$20,441.95           | 72%        | \$109,566.13          |
|         | Operating Transfers In         |                       |                       |               |                       |                       |            |                       |
| 392.001 | From Electric Fund             | 1,400,000.00          | 116,666.63            | .00           | 933,333.04            | 466,666.96            | 67         | 1,399,999.56          |
| 392.003 | From Accom Tax Fund            | 29,000.00             | 1,232.84              | .00           | 26,902.33             | 2,097.67              | 93         | 29,874.56             |
| 392.009 | From Hospitality Fund          | 108,000.00            | 9,000.00              | .00           | 72,000.00             | 36,000.00             | 67         | 108,000.00            |
|         | Operating Transfers In Totals  | \$1,537,000.00        | \$126,899.47          | \$0.00        | \$1,032,235.37        | \$504,764.63          | 67%        | \$1,537,874.12        |
|         | Sale of Assets                 |                       |                       |               |                       |                       |            |                       |
| 391.001 | Sale of Assets                 | 5,000.00              | 526.87                | .00           | 9,787.77              | (4,787.77)            | 196        | 809.61                |
|         | Sale of Assets Totals          | \$5,000.00            | \$526.87              | \$0.00        | \$9,787.77            | (\$4,787.77)          | 196%       | \$809.61              |
|         | Department 00 - Revenue Totals | \$8,451,078.00        | \$1,832,469.53        | \$0.00        | \$5,089,308.11        | \$3,361,769.89        | 60%        | \$8,804,263.90        |
|         | <b>REVENUE TOTALS</b>          | <b>\$8,451,078.00</b> | <b>\$1,832,469.53</b> | <b>\$0.00</b> | <b>\$5,089,308.11</b> | <b>\$3,361,769.89</b> | <b>60%</b> | <b>\$8,804,263.90</b> |
|         | <b>EXPENSE</b>                 |                       |                       |               |                       |                       |            |                       |
|         | Department 01 - Administration |                       |                       |               |                       |                       |            |                       |
|         | Personal Services              |                       |                       |               |                       |                       |            |                       |
| 400.101 | Regular Pay                    | 327,493.00            | 20,606.53             | .00           | 241,385.98            | 86,107.02             | 74         | 325,080.93            |
| 401.103 | Overtime                       | 6,000.00              | .00                   | .00           | 1,812.69              | 4,187.31              | 30         | 6,107.32              |
| 405.114 | FICA                           | 24,333.00             | 1,537.69              | .00           | 18,072.17             | 6,260.83              | 74         | 24,181.31             |
| 406.116 | Retirement                     | 37,189.00             | 2,360.66              | .00           | 26,130.61             | 11,058.39             | 70         | 35,953.59             |
| 408.125 | SCMIT Worker's Comp Ins.       | 3,000.00              | 1,414.82              | 1,414.82      | 3,472.07              | (1,886.89)            | 163        | 2,426.44              |
| 410.001 | Health Claims Cost             | 36,228.00             | 1,154.48              | .00           | 14,953.08             | 21,274.92             | 41         | 32,375.36             |
| 410.002 | Health Claim Costs-Retire      | 230.00                | .00                   | .00           | .00                   | 230.00                | 0          | .00                   |
|         | Personal Services Totals       | \$434,473.00          | \$27,074.18           | \$1,414.82    | \$305,826.60          | \$127,231.58          | 71%        | \$426,124.95          |
|         | Supplies                       |                       |                       |               |                       |                       |            |                       |
| 500.101 | Supplies and Materials         | 4,500.00              | 1,010.88              | .00           | 3,465.63              | 1,034.37              | 77         | 5,105.79              |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                       | Amended        | Current Month | YTD          | YTD            | Budget - YTD  | % Used/ |                  |
|----------|---------------------------------------|----------------|---------------|--------------|----------------|---------------|---------|------------------|
| Account  | Account Description                   | Budget         | Transactions  | Encumbrances | Transactions   | Transactions  | Rec'd   | Prior Year Total |
| 500.102  | Equipment                             | 2,000.00       | .00           | .00          | 237.12         | 1,762.88      | 12      | 237.56           |
| 500.103  | Furniture                             | 8,500.00       | .00           | .00          | .00            | 8,500.00      | 0       | 1,119.76         |
|          | Supplies Totals                       | \$15,000.00    | \$1,010.88    | \$0.00       | \$3,702.75     | \$11,297.25   | 25%     | \$6,463.11       |
|          | Other Services & Charges              |                |               |              |                |               |         |                  |
| 610.111  | Communications- Landline              | 5,000.00       | 833.16        | .00          | 3,857.82       | 1,142.18      | 77      | 5,114.84         |
| 610.112  | Postage                               | 500.00         | 8.17          | .00          | 522.92         | (22.92)       | 105     | 624.42           |
| 610.1110 | Communications- Wireless              | 3,800.00       | 233.45        | .00          | 1,585.58       | 2,214.42      | 42      | 2,853.22         |
| 620.114  | Advertising                           | 300.00         | .00           | .00          | 26.00          | 274.00        | 9       | 399.75           |
| 640.124  | Travel Expense                        | 5,750.00       | .00           | .00          | 1,105.96       | 4,644.04      | 19      | 4,541.77         |
| 650.127  | Electricity                           | 6,184.00       | 559.01        | .00          | 4,046.15       | 2,137.85      | 65      | 6,524.28         |
| 650.128  | Water                                 | 1,125.00       | 26.77         | .00          | 412.08         | 712.92        | 37      | 1,095.09         |
| 650.129  | Wastewater                            | 1,480.00       | 37.42         | .00          | 551.67         | 928.33        | 37      | 1,443.53         |
| 650.130  | Sanitation                            | 562.00         | 78.59         | .00          | 495.72         | 66.28         | 88      | 623.88           |
| 650.133  | Stormwater                            | 373.00         | 43.31         | .00          | 311.20         | 61.80         | 83      | 413.88           |
| 650.134  | Security Lights                       | 1,703.00       | 157.50        | .00          | 1,260.00       | 443.00        | 74      | 1,890.00         |
| 650.1271 | Electricity- Sales Tax                | 291.00         | 22.52         | .00          | 195.66         | 95.34         | 67      | 298.82           |
| 660.139  | Fleet Services Materials              | 800.00         | .00           | .00          | 1,034.91       | (234.91)      | 129     | 737.38           |
| 660.145  | Gasoline & Oil                        | 1,300.00       | 173.65        | .00          | 669.92         | 630.08        | 52      | 796.06           |
| 660.1391 | Fleet Services Labor                  | 300.00         | .00           | .00          | 495.00         | (195.00)      | 165     | 206.25           |
| 670.156  | Equipment Rental/Lease                | 7,000.00       | 612.65        | .00          | 4,213.78       | 2,786.22      | 60      | 6,623.63         |
| 685.180  | Membership Dues and Fees              | 2,500.00       | 15.00         | .00          | 2,360.00       | 140.00        | 94      | 1,510.00         |
| 685.182  | Other Operating Expenses              | 1,800.00       | 196.75        | .00          | 1,949.73       | (149.73)      | 108     | 1,679.88         |
| 685.186  | Training                              | 1,750.00       | .00           | .00          | 346.02         | 1,403.98      | 20      | 1,011.17         |
| 685.1801 | Subscriptions                         | 300.00         | .00           | .00          | 25.55          | 274.45        | 9       | 39.00            |
| 686.187  | Professional Services                 | 100.00         | .00           | .00          | .00            | 100.00        | 0       | 46.57            |
| 686.189  | Employee Medical                      | 200.00         | .00           | .00          | .00            | 200.00        | 0       | 125.00           |
| 686.195  | Repair/Maint Svc Contract             | 1,000.00       | .00           | .00          | 42.00          | 958.00        | 4       | 651.38           |
| 686.1895 | Employee wellness services            | 1,250.00       | 309.99        | .00          | 917.45         | 332.55        | 73      | 1,462.20         |
|          | Other Services & Charges Totals       | \$45,368.00    | \$3,307.94    | \$0.00       | \$26,425.12    | \$18,942.88   | 58%     | \$40,712.00      |
|          | Other Objects                         |                |               |              |                |               |         |                  |
| 795.001  | IT Internal Allocations               | 15,000.00      | 1,904.22      | .00          | 10,733.40      | 4,266.60      | 72      | 26,819.32        |
| 795.995  | GF Cost Distribution                  | (215,000.00)   | (17,916.67)   | .00          | (143,333.36)   | (71,666.64)   | 67      | (215,000.04)     |
|          | Other Objects Totals                  | (\$200,000.00) | (\$16,012.45) | \$0.00       | (\$132,599.96) | (\$67,400.04) | 66%     | (\$188,180.72)   |
|          | Sub Department 02 - Mayor and Council |                |               |              |                |               |         |                  |
|          | Personal Services                     |                |               |              |                |               |         |                  |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                              | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|----------------------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description                          | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 400.101  | Regular Pay                                  | 100,000.00   | 8,329.18      | .00          | 74,619.55    | 25,380.45    | 75      | 112,879.53       |
| 405.114  | FICA                                         | 7,299.00     | 542.41        | .00          | 4,880.03     | 2,418.97     | 67      | 7,286.06         |
| 406.116  | Retirement                                   | 10,688.00    | 828.40        | .00          | 7,201.27     | 3,486.73     | 67      | 10,309.50        |
| 410.001  | Health Claims Cost                           | 41,965.00    | 3,405.92      | .00          | 31,030.28    | 10,934.72    | 74      | 39,931.31        |
|          | Personal Services Totals                     | \$159,952.00 | \$13,105.91   | \$0.00       | \$117,731.13 | \$42,220.87  | 74%     | \$170,406.40     |
|          | Supplies                                     |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials                       | 1,000.00     | 208.25        | .00          | 785.10       | 214.90       | 79      | 1,388.75         |
| 500.102  | Equipment                                    | 6,500.00     | .00           | .00          | .00          | 6,500.00     | 0       | .00              |
| 500.105  | Printing and Binding                         | 500.00       | .00           | .00          | .00          | 500.00       | 0       | .00              |
|          | Supplies Totals                              | \$8,000.00   | \$208.25      | \$0.00       | \$785.10     | \$7,214.90   | 10%     | \$1,388.75       |
|          | Other Services & Charges                     |              |               |              |              |              |         |                  |
| 610.111  | Communications- Landline                     | 800.00       | 93.25         | .00          | 430.03       | 369.97       | 54      | 783.07           |
| 610.112  | Postage                                      | 100.00       | 10.12         | .00          | 95.60        | 4.40         | 96      | 24.68            |
| 610.1110 | Communications- Wireless                     | 3,500.00     | 265.98        | .00          | 1,861.26     | 1,638.74     | 53      | 4,199.27         |
| 620.114  | Advertising                                  | 500.00       | 26.00         | .00          | 230.75       | 269.25       | 46      | 484.25           |
| 640.124  | Travel Expense                               | 14,500.00    | (379.52)      | .00          | 4,587.18     | 9,912.82     | 32      | 4,179.99         |
| 670.156  | Equipment Rental/Lease                       | 11,000.00    | .00           | 4,860.00     | 4,860.00     | 1,280.00     | 88      | 9,720.00         |
| 685.180  | Membership Dues and Fees                     | 1,200.00     | .00           | .00          | .00          | 1,200.00     | 0       | .00              |
| 685.182  | Other Operating Expenses                     | 1,400.00     | .00           | .00          | 483.61       | 916.39       | 35      | 1,776.39         |
| 685.186  | Training                                     | 3,100.00     | .00           | .00          | 320.00       | 2,780.00     | 10      | 585.82           |
| 685.1801 | Subscriptions                                | 1,500.00     | .00           | .00          | 1,360.20     | 139.80       | 91      | 1,347.20         |
| 686.187  | Professional Services                        | 150.00       | .00           | .00          | .00          | 150.00       | 0       | 1,336.74         |
| 686.1895 | Employee wellness services                   | 2,700.00     | 255.01        | .00          | 255.01       | 2,444.99     | 9       | 46.87            |
|          | Other Services & Charges Totals              | \$40,450.00  | \$270.84      | \$4,860.00   | \$14,483.64  | \$21,106.36  | 48%     | \$24,484.28      |
|          | Other Objects                                |              |               |              |              |              |         |                  |
| 795.001  | IT Internal Allocations                      | 4,000.00     | 380.84        | .00          | 2,146.66     | 1,853.34     | 54      | 9,321.63         |
|          | Other Objects Totals                         | \$4,000.00   | \$380.84      | \$0.00       | \$2,146.66   | \$1,853.34   | 54%     | \$9,321.63       |
|          | Sub Department 02 - Mayor and Council Totals | \$212,402.00 | \$13,965.84   | \$4,860.00   | \$135,146.53 | \$72,395.47  | 66%     | \$205,601.06     |
|          | Department 01 - Administration Totals        | \$507,243.00 | \$29,346.39   | \$6,274.82   | \$338,501.04 | \$162,467.14 | 68%     | \$490,720.40     |
|          | Department 04 - Finance                      |              |               |              |              |              |         |                  |
|          | Personal Services                            |              |               |              |              |              |         |                  |
| 400.101  | Regular Pay                                  | 447,748.00   | 34,493.67     | .00          | 290,552.71   | 157,195.29   | 65      | 440,657.44       |
| 401.103  | Overtime                                     | 3,000.00     | 80.58         | .00          | 858.95       | 2,141.05     | 29      | 2,585.73         |
| 401.106  | Contract Labor                               | .00          | .00           | .00          | .00          | .00          | +++     | 4,455.00         |
| 405.114  | FICA                                         | 32,516.00    | 2,493.74      | .00          | 21,064.37    | 11,451.63    | 65      | 32,182.17        |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                 | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description             | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 406.116  | Retirement                      | 50,954.00    | 4,028.95      | .00          | 33,550.91    | 17,403.09    | 66      | 48,134.50        |
| 408.125  | SCMIT Worker's Comp Ins.        | 2,000.00     | 775.63        | 775.63       | 1,903.46     | (679.09)     | 134     | 1,330.23         |
| 410.001  | Health Claims Cost              | 52,395.00    | 4,721.52      | .00          | 36,609.38    | 15,785.62    | 70      | 46,857.00        |
| 410.002  | Health Claim Costs-Retire       | 5,000.00     | .00           | .00          | .00          | 5,000.00     | 0       | 982.28           |
|          | Personal Services Totals        | \$593,613.00 | \$46,594.09   | \$775.63     | \$384,539.78 | \$208,297.59 | 65%     | \$577,184.35     |
|          | Supplies                        |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials          | 8,000.00     | 251.00        | .00          | 3,707.73     | 4,292.27     | 46      | 8,250.77         |
| 500.102  | Equipment                       | 1,500.00     | .00           | .00          | 160.50       | 1,339.50     | 11      | .00              |
| 500.103  | Furniture                       | 100.00       | .00           | .00          | .00          | 100.00       | 0       | 524.84           |
| 500.105  | Printing and Binding            | 250.00       | .00           | .00          | .00          | 250.00       | 0       | .00              |
|          | Supplies Totals                 | \$9,850.00   | \$251.00      | \$0.00       | \$3,868.23   | \$5,981.77   | 39%     | \$8,775.61       |
|          | Other Services & Charges        |              |               |              |              |              |         |                  |
| 610.111  | Communications- Landline        | 3,500.00     | 487.71        | .00          | 2,253.15     | 1,246.85     | 64      | 2,938.65         |
| 610.112  | Postage                         | 4,300.00     | 360.06        | .00          | 2,905.84     | 1,394.16     | 68      | 4,287.96         |
| 610.1110 | Communications- Wireless        | 2,500.00     | 149.42        | .00          | 1,038.16     | 1,461.84     | 42      | 1,897.91         |
| 620.114  | Advertising                     | 500.00       | .00           | .00          | .00          | 500.00       | 0       | 801.60           |
| 640.124  | Travel Expense                  | 2,500.00     | 162.76        | .00          | 1,649.54     | 850.46       | 66      | 2,215.98         |
| 650.127  | Electricity                     | 5,301.00     | 479.15        | .00          | 3,468.13     | 1,832.87     | 65      | 5,592.22         |
| 650.128  | Water                           | 964.00       | 22.95         | .00          | 353.22       | 610.78       | 37      | 938.64           |
| 650.129  | Wastewater                      | 1,268.00     | 32.08         | .00          | 472.87       | 795.13       | 37      | 1,237.30         |
| 650.130  | Sanitation                      | 482.00       | 67.36         | .00          | 424.88       | 57.12        | 88      | 534.72           |
| 650.133  | Stormwater                      | 320.00       | 37.13         | .00          | 266.80       | 53.20        | 83      | 354.84           |
| 650.134  | Security Lights                 | 1,460.00     | 135.00        | .00          | 1,080.00     | 380.00       | 74      | 1,620.00         |
| 650.1271 | Electricity- Sales Tax          | 249.00       | 19.30         | .00          | 167.70       | 81.30        | 67      | 256.10           |
| 670.156  | Equipment Rental/Lease          | 7,000.00     | 714.63        | .00          | 4,842.91     | 2,157.09     | 69      | 7,612.75         |
| 685.180  | Membership Dues and Fees        | 1,000.00     | 470.00        | .00          | 1,135.00     | (135.00)     | 114     | 789.00           |
| 685.182  | Other Operating Expenses        | 41,500.00    | 348.12        | .00          | 20,172.83    | 21,327.17    | 49      | 39,735.07        |
| 685.184  | Continuing Education            | 2,000.00     | .00           | .00          | 695.00       | 1,305.00     | 35      | 1,451.40         |
| 685.186  | Training                        | 1,500.00     | 60.00         | .00          | 857.00       | 643.00       | 57      | 617.79           |
| 685.1801 | Subscriptions                   | 500.00       | .00           | .00          | 406.80       | 93.20        | 81      | 318.00           |
| 686.187  | Professional Services           | 600.00       | .00           | .00          | .00          | 600.00       | 0       | 23.28            |
| 686.189  | Employee Medical                | 200.00       | .00           | .00          | 45.00        | 155.00       | 22      | .00              |
| 686.195  | Repair/Maint Svc Contract       | 3,000.00     | 77.25         | .00          | 876.77       | 2,123.23     | 29      | 4,004.25         |
| 686.1895 | Employee wellness services      | 2,500.00     | 542.65        | .00          | 840.09       | 1,659.91     | 34      | 923.65           |
|          | Other Services & Charges Totals | \$83,144.00  | \$4,165.57    | \$0.00       | \$43,951.69  | \$39,192.31  | 53%     | \$78,151.11      |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                           | Amended        | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|----------|-------------------------------------------|----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account  | Account Description                       | Budget         | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
|          | Other Objects                             |                |               |              |                |                |         |                  |
| 795.001  | IT Internal Allocations                   | 21,000.00      | 2,285.06      | .00          | 12,880.08      | 8,119.92       | 61      | 31,054.33        |
| 795.995  | GF Cost Distribution                      | (412,530.00)   | (34,654.63)   | .00          | (277,237.04)   | (135,292.96)   | 67      | (412,529.76)     |
|          | Other Objects Totals                      | (\$391,530.00) | (\$32,369.57) | \$0.00       | (\$264,356.96) | (\$127,173.04) | 68%     | (\$381,475.43)   |
|          | Department 04 - Finance Totals            | \$295,077.00   | \$18,641.09   | \$775.63     | \$168,002.74   | \$126,298.63   | 57%     | \$282,635.64     |
|          | Department 05 - Police                    |                |               |              |                |                |         |                  |
|          | Sub Department 05 - Police Staff Services |                |               |              |                |                |         |                  |
|          | Personal Services                         |                |               |              |                |                |         |                  |
| 400.101  | Regular Pay                               | 1,497,300.00   | 123,814.65    | .00          | 1,074,126.32   | 423,173.68     | 72      | 1,486,866.67     |
| 401.103  | Overtime                                  | 85,100.00      | (14.55)       | .00          | 80,151.01      | 4,948.99       | 94      | 82,701.08        |
| 401.105  | On-call pay                               | .00            | 300.00        | .00          | 3,000.00       | (3,000.00)     | +++     | .00              |
| 405.114  | FICA                                      | 112,304.00     | 9,012.41      | .00          | 84,348.88      | 27,955.12      | 75      | 112,845.73       |
| 406.116  | Retirement                                | 215,041.00     | 17,321.30     | .00          | 163,182.40     | 51,858.60      | 76      | 207,162.58       |
| 408.125  | SCMIT Worker's Comp Ins.                  | 50,000.00      | 20,141.81     | 24,043.36    | 51,414.67      | (25,458.03)    | 151     | 49,218.84        |
| 410.001  | Health Claims Cost                        | 193,229.00     | 19,797.54     | .00          | 144,120.08     | 49,108.92      | 75      | 178,159.38       |
| 410.002  | Health Claim Costs-Retire                 | 45,085.00      | 2,641.68      | .00          | 25,537.90      | 19,547.10      | 57      | .00              |
|          | Personal Services Totals                  | \$2,198,059.00 | \$193,014.84  | \$24,043.36  | \$1,625,881.26 | \$548,134.38   | 75%     | \$2,116,954.28   |
|          | Supplies                                  |                |               |              |                |                |         |                  |
| 500.101  | Supplies and Materials                    | 29,000.00      | 2,875.30      | 1,860.09     | 10,344.14      | 16,795.77      | 42      | 30,346.79        |
| 500.102  | Equipment                                 | 28,210.00      | 571.06        | 3,238.41     | 9,598.83       | 15,372.76      | 46      | 20,578.05        |
| 500.103  | Furniture                                 | 2,000.00       | 298.86        | .00          | 568.69         | 1,431.31       | 28      | 1,845.11         |
| 501.101  | Uniforms and Clothing                     | 31,982.00      | 3,164.55      | 1,392.00     | 15,586.66      | 15,003.34      | 53      | 21,888.30        |
|          | Supplies Totals                           | \$91,192.00    | \$6,909.77    | \$6,490.50   | \$36,098.32    | \$48,603.18    | 47%     | \$74,658.25      |
|          | Other Services & Charges                  |                |               |              |                |                |         |                  |
| 610.111  | Communications- Landline                  | 7,500.00       | 1,080.20      | .00          | 4,960.47       | 2,539.53       | 66      | 6,498.66         |
| 610.112  | Postage                                   | 2,000.00       | 22.74         | .00          | 232.20         | 1,767.80       | 12      | 690.93           |
| 610.1110 | Communications- Wireless                  | 47,000.00      | 4,489.17      | 11,446.73    | 32,471.67      | 3,081.60       | 93      | 47,005.77        |
| 620.114  | Advertising                               | 1,500.00       | .00           | .00          | 632.30         | 867.70         | 42      | 491.90           |
| 640.124  | Travel Expense                            | 10,775.00      | 666.03        | .00          | 2,669.97       | 8,105.03       | 25      | 7,129.48         |
| 650.127  | Electricity                               | 22,531.00      | 2,152.27      | .00          | 19,204.94      | 3,326.06       | 85      | 24,573.67        |
| 650.128  | Water                                     | 3,056.00       | 193.05        | .00          | 2,357.88       | 698.12         | 77      | 3,615.99         |
| 650.129  | Wastewater                                | 1,814.00       | 188.59        | .00          | 1,564.92       | 249.08         | 86      | 1,922.85         |
| 650.130  | Sanitation                                | 1,973.00       | 182.46        | .00          | 1,459.68       | 513.32         | 74      | 2,189.52         |
| 650.133  | Stormwater                                | 1,190.00       | 110.00        | .00          | 880.00         | 310.00         | 74      | 1,320.00         |
| 650.134  | Security Lights                           | 3,351.00       | 309.89        | .00          | 2,479.12       | 871.88         | 74      | 3,718.68         |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                                  | Amended        | Current Month | YTD          | YTD            | Budget - YTD | % Used/ |                  |
|----------|--------------------------------------------------|----------------|---------------|--------------|----------------|--------------|---------|------------------|
| Account  | Account Description                              | Budget         | Transactions  | Encumbrances | Transactions   | Transactions | Rec'd   | Prior Year Total |
| 650.1271 | Electricity- Sales Tax                           | 1,040.00       | 85.76         | .00          | 845.12         | 194.88       | 81      | 1,087.09         |
| 660.133  | Repairs & Maint. Services                        | 30,350.00      | 1,786.34      | .00          | 8,517.76       | 21,832.24    | 28      | 21,289.04        |
| 660.139  | Fleet Services Materials                         | 33,000.00      | 1,149.66      | .00          | 12,283.76      | 20,716.24    | 37      | 28,231.77        |
| 660.145  | Gasoline & Oil                                   | 50,000.00      | 4,826.96      | .00          | 30,601.46      | 19,398.54    | 61      | 54,061.60        |
| 660.1391 | Fleet Services Labor                             | 39,000.00      | 4,830.33      | .00          | 25,567.28      | 13,432.72    | 66      | 43,108.47        |
| 670.156  | Equipment Rental/Lease                           | 7,200.00       | 729.38        | .00          | 3,718.98       | 3,481.02     | 52      | 4,541.81         |
| 682.1721 | Prisoner Housing                                 | 183,000.00     | 14,332.50     | 9,800.00     | 97,053.19      | 76,146.81    | 58      | 172,593.10       |
| 685.180  | Membership Dues and Fees                         | 1,225.00       | 800.00        | .00          | 1,460.00       | (235.00)     | 119     | 835.00           |
| 685.182  | Other Operating Expenses                         | 13,450.00      | 454.20        | .00          | 11,053.42      | 2,396.58     | 82      | 14,816.81        |
| 685.184  | Continuing Education                             | .00            | .00           | .00          | .00            | .00          | +++     | 4,836.71         |
| 685.186  | Training                                         | 11,000.00      | 1,338.00      | .00          | 3,856.00       | 7,144.00     | 35      | 12,831.99        |
| 685.187  | Special Projects                                 | 4,000.00       | .00           | .00          | 2,200.00       | 1,800.00     | 55      | 241.77           |
| 685.189  | Reserve Program                                  | 3,500.00       | .00           | .00          | .00            | 3,500.00     | 0       | 1,134.43         |
| 685.1801 | Subscriptions                                    | 6,675.00       | 574.42        | .00          | 3,595.19       | 3,079.81     | 54      | 4,747.20         |
| 685.1861 | Law Enforce Accreditation                        | 600.00         | .00           | .00          | .00            | 600.00       | 0       | .00              |
| 686.186  | Legal Services                                   | .00            | .00           | .00          | .00            | .00          | +++     | 198.80           |
| 686.187  | Professional Services                            | .00            | .00           | .00          | .00            | .00          | +++     | 46.57            |
| 686.189  | Employee Medical                                 | 13,400.00      | 122.00        | .00          | 2,502.10       | 10,897.90    | 19      | 11,017.00        |
| 686.194  | Other Prof/Tech Services                         | 53,000.00      | 13,250.00     | 26,500.00    | 39,750.00      | (13,250.00)  | 125     | 53,000.00        |
| 686.195  | Repair/Maint Svc Contract                        | 31,500.00      | 1,921.19      | .00          | 15,208.99      | 16,291.01    | 48      | 24,687.12        |
| 686.1895 | Employee wellness services                       | 15,000.00      | 3,355.22      | .00          | 10,992.35      | 4,007.65     | 73      | 18,406.07        |
| 687.203  | Contract Services                                | 45,000.00      | 700.00        | .00          | 2,450.00       | 42,550.00    | 5       | 54,200.00        |
|          | Other Services & Charges Totals                  | \$644,630.00   | \$59,650.36   | \$47,746.73  | \$340,568.75   | \$256,314.52 | 60%     | \$625,069.80     |
|          | Other Objects                                    |                |               |              |                |              |         |                  |
| 795.001  | IT Internal Allocations                          | 32,000.00      | 3,808.43      | .00          | 21,466.80      | 10,533.20    | 67      | 55,903.12        |
| 795.010  | 911 Expense Billing                              | (1,700.00)     | (157.30)      | .00          | (2,233.90)     | 533.90       | 131     | (2,078.10)       |
|          | Other Objects Totals                             | \$30,300.00    | \$3,651.13    | \$0.00       | \$19,232.90    | \$11,067.10  | 63%     | \$53,825.02      |
|          | Capital Outlay                                   |                |               |              |                |              |         |                  |
| 900.4300 | Other Equipment                                  | .00            | .00           | .00          | .00            | .00          | +++     | 35,939.74        |
|          | Capital Outlay Totals                            | \$0.00         | \$0.00        | \$0.00       | \$0.00         | \$0.00       | +++     | \$35,939.74      |
|          | Sub Department 05 - Police Staff Services Totals | \$2,964,181.00 | \$263,226.10  | \$78,280.59  | \$2,021,781.23 | \$864,119.18 | 71%     | \$2,906,447.09   |
|          | Sub Department 07 - Victim's Advocate            |                |               |              |                |              |         |                  |
|          | Personal Services                                |                |               |              |                |              |         |                  |
| 400.101  | Regular Pay                                      | 32,136.00      | 2,489.30      | .00          | 21,770.17      | 10,365.83    | 68      | 31,903.30        |
| 401.103  | Overtime                                         | 507.00         | (28.47)       | .00          | 1,470.24       | (963.24)     | 290     | 421.46           |





# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                              | Amended     | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|----------------------------------------------|-------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description                          | Budget      | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 405.114  | FICA                                         | 2,255.00    | 167.95        | .00          | 1,601.08     | 653.92       | 71      | 2,239.15         |
| 406.116  | Retirement                                   | 3,667.00    | 282.08        | .00          | 2,641.42     | 1,025.58     | 72      | 3,479.67         |
| 408.125  | SCMIT Worker's Comp Ins.                     | 400.00      | 172.36        | 172.36       | 422.99       | (195.35)     | 149     | 295.62           |
| 410.001  | Health Claims Cost                           | 5,678.00    | 574.36        | .00          | 2,267.90     | 3,410.10     | 40      | 4,055.85         |
|          | Personal Services Totals                     | \$44,643.00 | \$3,657.58    | \$172.36     | \$30,173.80  | \$14,296.84  | 68%     | \$42,395.05      |
|          | Supplies                                     |             |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials                       | 975.00      | 193.67        | .00          | 387.77       | 587.23       | 40      | 762.96           |
| 501.101  | Uniforms and Clothing                        | 400.00      | .00           | .00          | .00          | 400.00       | 0       | 182.97           |
|          | Supplies Totals                              | \$1,375.00  | \$193.67      | \$0.00       | \$387.77     | \$987.23     | 28%     | \$945.93         |
|          | Other Services & Charges                     |             |               |              |              |              |         |                  |
| 610.111  | Communications- Landline                     | 180.00      | 23.31         | .00          | 107.53       | 72.47        | 60      | 140.45           |
| 610.112  | Postage                                      | 500.00      | .00           | .00          | .00          | 500.00       | 0       | 300.00           |
| 610.1110 | Communications- Wireless                     | 900.00      | 65.15         | 219.41       | 486.21       | 194.38       | 78      | 841.16           |
| 640.124  | Travel Expense                               | 1,275.00    | .00           | .00          | 405.60       | 869.40       | 32      | 537.24           |
| 660.133  | Repairs & Maint. Services                    | 250.00      | .00           | .00          | .00          | 250.00       | 0       | .00              |
| 660.139  | Fleet Services Materials                     | 100.00      | .00           | .00          | .00          | 100.00       | 0       | .00              |
| 660.145  | Gasoline & Oil                               | 450.00      | .00           | .00          | .00          | 450.00       | 0       | 415.05           |
| 660.1391 | Fleet Services Labor                         | 100.00      | .00           | .00          | .00          | 100.00       | 0       | .00              |
| 670.156  | Equipment Rental/Lease                       | 450.00      | 88.29         | .00          | 253.08       | 196.92       | 56      | 459.00           |
| 685.180  | Membership Dues and Fees                     | 50.00       | .00           | .00          | 50.00        | .00          | 100     | 25.00            |
| 685.182  | Other Operating Expenses                     | 500.00      | .00           | .00          | .00          | 500.00       | 0       | 130.00           |
| 685.186  | Training                                     | 1,150.00    | .00           | .00          | 275.00       | 875.00       | 24      | 475.00           |
| 685.187  | Special Projects                             | 600.00      | .00           | .00          | 65.49        | 534.51       | 11      | 392.33           |
| 686.189  | Employee Medical                             | 425.00      | .00           | .00          | .00          | 425.00       | 0       | .00              |
| 686.195  | Repair/Maint Svc Contract                    | 500.00      | .00           | .00          | 375.00       | 125.00       | 75      | 375.00           |
| 686.1895 | Employee wellness services                   | .00         | 86.42         | .00          | 86.42        | (86.42)      | +++     | .00              |
|          | Other Services & Charges Totals              | \$7,430.00  | \$263.17      | \$219.41     | \$2,104.33   | \$5,106.26   | 31%     | \$4,090.23       |
|          | Other Objects                                |             |               |              |              |              |         |                  |
| 795.001  | IT Internal Allocations                      | 3,000.00    | 380.84        | .00          | 2,146.66     | 853.34       | 72      | 3,988.32         |
|          | Other Objects Totals                         | \$3,000.00  | \$380.84      | \$0.00       | \$2,146.66   | \$853.34     | 72%     | \$3,988.32       |
|          | Sub Department 07 - Victim's Advocate Totals | \$56,448.00 | \$4,495.26    | \$391.77     | \$34,812.56  | \$21,243.67  | 62%     | \$51,419.53      |
|          | Sub Department 26 - Grants                   |             |               |              |              |              |         |                  |
|          | Supplies                                     |             |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials                       | 4,200.00    | .00           | .00          | .00          | 4,200.00     | 0       | 512.16           |
| 500.102  | Equipment                                    | 500.00      | .00           | .00          | .00          | 500.00       | 0       | 18,302.35        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|          |                                            | Amended        | Current Month | YTD          | YTD            | Budget - YTD | % Used/ |                  |
|----------|--------------------------------------------|----------------|---------------|--------------|----------------|--------------|---------|------------------|
| Account  | Account Description                        | Budget         | Transactions  | Encumbrances | Transactions   | Transactions | Rec'd   | Prior Year Total |
| 501.101  | Uniforms and Clothing                      | 800.00         | .00           | .00          | 178.97         | 621.03       | 22      | .00              |
|          | Supplies Totals                            | \$5,500.00     | \$0.00        | \$0.00       | \$178.97       | \$5,321.03   | 3%      | \$18,814.51      |
|          | Other Services & Charges                   |                |               |              |                |              |         |                  |
| 610.1110 | Communications- Wireless                   | 2,000.00       | 130.30        | 438.83       | 1,019.67       | 541.50       | 73      | 1,665.73         |
| 640.124  | Travel Expense                             | 1,200.00       | .00           | .00          | 418.47         | 781.53       | 35      | 374.80           |
| 660.133  | Repairs & Maint. Services                  | 1,000.00       | .00           | .00          | .00            | 1,000.00     | 0       | .00              |
| 660.139  | Fleet Services Materials                   | 1,200.00       | .00           | .00          | 1,005.44       | 194.56       | 84      | 763.95           |
| 660.145  | Gasoline & Oil                             | 2,000.00       | .00           | .00          | .00            | 2,000.00     | 0       | 1,635.11         |
| 660.1391 | Fleet Services Labor                       | 1,000.00       | 89.75         | .00          | 567.78         | 432.22       | 57      | 820.62           |
| 685.182  | Other Operating Expenses                   | 2,500.00       | .00           | .00          | 282.31         | 2,217.69     | 11      | 1,406.30         |
| 685.186  | Training                                   | 1,200.00       | .00           | .00          | .00            | 1,200.00     | 0       | 60.00            |
| 685.187  | Special Projects                           | 2,000.00       | .00           | .00          | .00            | 2,000.00     | 0       | (22.76)          |
|          | Other Services & Charges Totals            | \$14,100.00    | \$220.05      | \$438.83     | \$3,293.67     | \$10,367.50  | 26%     | \$6,703.75       |
|          | Sub Department 26 - Grants Totals          | \$19,600.00    | \$220.05      | \$438.83     | \$3,472.64     | \$15,688.53  | 20%     | \$25,518.26      |
|          | Sub Department 28 - Safe Streets           |                |               |              |                |              |         |                  |
|          | Supplies                                   |                |               |              |                |              |         |                  |
| 500.101  | Supplies and Materials                     | 2,000.00       | .00           | .00          | 232.70         | 1,767.30     | 12      | 650.84           |
|          | Supplies Totals                            | \$2,000.00     | \$0.00        | \$0.00       | \$232.70       | \$1,767.30   | 12%     | \$650.84         |
|          | Other Services & Charges                   |                |               |              |                |              |         |                  |
| 685.182  | Other Operating Expenses                   | 2,225.00       | .00           | .00          | 356.98         | 1,868.02     | 16      | 1,859.74         |
| 685.187  | Special Projects                           | 2,400.00       | .00           | .00          | .00            | 2,400.00     | 0       | 935.76           |
|          | Other Services & Charges Totals            | \$4,625.00     | \$0.00        | \$0.00       | \$356.98       | \$4,268.02   | 8%      | \$2,795.50       |
|          | Sub Department 28 - Safe Streets Totals    | \$6,625.00     | \$0.00        | \$0.00       | \$589.68       | \$6,035.32   | 9%      | \$3,446.34       |
|          | Department 05 - Police Totals              | \$3,046,854.00 | \$267,941.41  | \$79,111.19  | \$2,060,656.11 | \$907,086.70 | 70%     | \$2,986,831.22   |
|          | Department 09 - Housing and Community Dev. |                |               |              |                |              |         |                  |
|          | Personal Services                          |                |               |              |                |              |         |                  |
| 400.101  | Regular Pay                                | 217,260.00     | 17,058.20     | .00          | 148,773.50     | 68,486.50    | 68      | 214,030.01       |
| 401.103  | Overtime                                   | 3,000.00       | 260.67        | .00          | 1,897.57       | 1,102.43     | 63      | 3,691.10         |
| 405.114  | FICA                                       | 15,550.00      | 1,222.68      | .00          | 10,681.40      | 4,868.60     | 69      | 15,369.14        |
| 406.116  | Retirement                                 | 24,600.00      | 1,956.63      | .00          | 17,128.99      | 7,471.01     | 70      | 23,229.16        |
| 408.125  | SCMIT Worker's Comp Ins.                   | 1,500.00       | 682.27        | 682.27       | 1,674.34       | (856.61)     | 157     | 1,170.11         |
| 410.001  | Health Claims Cost                         | 44,364.00      | 3,331.60      | .00          | 29,681.44      | 14,682.56    | 67      | 40,510.68        |
|          | Personal Services Totals                   | \$306,274.00   | \$24,512.05   | \$682.27     | \$209,837.24   | \$95,754.49  | 69%     | \$298,000.20     |
|          | Supplies                                   |                |               |              |                |              |         |                  |
| 500.101  | Supplies and Materials                     | 3,000.00       | 218.71        | .00          | 1,631.34       | 1,368.66     | 54      | 4,300.42         |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                 | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description             | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 500.102  | Equipment                       | 3,827.00     | 168.01        | .00          | 3,464.82     | 362.18       | 91      | 344.27           |
| 500.103  | Furniture                       | 200.00       | .00           | .00          | 90.00        | 110.00       | 45      | 665.19           |
| 500.105  | Printing and Binding            | 2,030.00     | .00           | .00          | 808.48       | 1,221.52     | 40      | 1,424.79         |
|          | Supplies Totals                 | \$9,057.00   | \$386.72      | \$0.00       | \$5,994.64   | \$3,062.36   | 66%     | \$6,734.67       |
|          | Other Services & Charges        |              |               |              |              |              |         |                  |
| 610.111  | Communications- Landline        | 1,500.00     | 254.94        | .00          | 1,179.66     | 320.34       | 79      | 1,535.94         |
| 610.112  | Postage                         | 1,500.00     | 30.94         | .00          | 399.68       | 1,100.32     | 27      | 1,546.65         |
| 610.1110 | Communications- Wireless        | 1,500.00     | 161.67        | .00          | 893.20       | 606.80       | 60      | 1,423.47         |
| 620.114  | Advertising                     | 2,041.00     | 91.00         | .00          | 1,059.09     | 981.91       | 52      | 2,036.56         |
| 640.124  | Travel Expense                  | 574.00       | .00           | .00          | 14.17        | 559.83       | 2       | 562.25           |
| 650.127  | Electricity                     | 3,534.00     | 319.43        | .00          | 2,312.08     | 1,221.92     | 65      | 3,728.17         |
| 650.128  | Water                           | 643.00       | 15.30         | .00          | 235.50       | 407.50       | 37      | 625.80           |
| 650.129  | Wastewater                      | 846.00       | 21.38         | .00          | 315.23       | 530.77       | 37      | 824.90           |
| 650.130  | Sanitation                      | 321.00       | 44.91         | .00          | 283.28       | 37.72        | 88      | 356.52           |
| 650.133  | Stormwater                      | 213.00       | 24.75         | .00          | 177.84       | 35.16        | 83      | 236.52           |
| 650.134  | Security Lights                 | 973.00       | 90.00         | .00          | 720.00       | 253.00       | 74      | 1,080.00         |
| 650.1271 | Electricity- Sales Tax          | 166.00       | 12.87         | .00          | 111.79       | 54.21        | 67      | 170.75           |
| 660.139  | Fleet Services Materials        | 500.00       | .00           | .00          | 126.42       | 373.58       | 25      | 307.85           |
| 660.145  | Gasoline & Oil                  | 1,800.00     | 115.08        | .00          | 798.88       | 1,001.12     | 44      | 1,555.14         |
| 660.1391 | Fleet Services Labor            | 600.00       | 64.88         | .00          | 2,064.92     | (1,464.92)   | 344     | 629.59           |
| 670.156  | Equipment Rental/Lease          | 7,500.00     | 1,358.11      | .00          | 5,998.96     | 1,501.04     | 80      | 7,309.87         |
| 685.180  | Membership Dues and Fees        | 860.00       | 35.00         | .00          | 1,227.93     | (367.93)     | 143     | 982.50           |
| 685.182  | Other Operating Expenses        | 1,500.00     | .00           | .00          | 928.81       | 571.19       | 62      | 2,037.83         |
| 685.184  | Continuing Education            | 840.00       | .00           | .00          | .00          | 840.00       | 0       | 1,730.46         |
| 685.186  | Training                        | 3,580.00     | .00           | .00          | 314.98       | 3,265.02     | 9       | 1,634.84         |
| 685.192  | KGB Operations                  | 7,000.00     | 822.31        | .00          | 3,555.04     | 3,444.96     | 51      | 5,381.33         |
| 685.1801 | Subscriptions                   | 50.00        | .00           | .00          | 39.00        | 11.00        | 78      | 39.00            |
| 685.1921 | KGB grant expenses              | 7,000.00     | 1,829.66      | .00          | 6,866.18     | 133.82       | 98      | 9,614.33         |
| 686.187  | Professional Services           | 100.00       | .00           | .00          | .00          | 100.00       | 0       | 46.57            |
| 686.191  | Contract Services/Studies       | 92,000.00    | 2,470.13      | 9,754.87     | 32,448.62    | 49,796.51    | 46      | 69,967.03        |
| 686.195  | Repair/Maint Svc Contract       | 1,200.00     | .00           | .00          | 42.00        | 1,158.00     | 4       | 1,301.13         |
| 686.1895 | Employee wellness services      | 1,000.00     | 461.27        | .00          | 722.92       | 277.08       | 72      | 827.47           |
|          | Other Services & Charges Totals | \$139,341.00 | \$8,223.63    | \$9,754.87   | \$62,836.18  | \$66,749.95  | 52%     | \$117,492.47     |
|          | Other Objects                   |              |               |              |              |              |         |                  |
| 795.001  | IT Internal Allocations         | 12,000.00    | 1,904.22      | .00          | 10,733.40    | 1,266.60     | 89      | 19,951.60        |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                                   | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description                               | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
|          | Other Objects Totals                              | \$12,000.00  | \$1,904.22    | \$0.00       | \$10,733.40  | \$1,266.60   | 89%     | \$19,951.60      |
|          | Department 09 - Housing and Community Dev. Totals | \$466,672.00 | \$35,026.62   | \$10,437.14  | \$289,401.46 | \$166,833.40 | 64%     | \$442,178.94     |
|          | Department 10 - Municipal Court                   |              |               |              |              |              |         |                  |
|          | Personal Services                                 |              |               |              |              |              |         |                  |
| 400.101  | Regular Pay                                       | 98,960.00    | 7,956.72      | .00          | 66,512.85    | 32,447.15    | 67      | 96,155.14        |
| 401.103  | Overtime                                          | 4,700.00     | 757.31        | .00          | 3,427.56     | 1,272.44     | 73      | 4,425.37         |
| 401.105  | On-call pay                                       | .00          | 400.00        | .00          | 3,300.00     | (3,300.00)   | +++     | .00              |
| 405.114  | FICA                                              | 7,436.00     | 665.71        | .00          | 5,363.41     | 2,072.59     | 72      | 7,271.34         |
| 406.116  | Retirement                                        | 11,516.00    | 947.07        | .00          | 8,132.83     | 3,383.17     | 71      | 10,665.45        |
| 408.125  | SCMIT Worker's Comp Ins.                          | 1,000.00     | 423.73        | 423.73       | 1,039.86     | (463.59)     | 146     | 726.72           |
| 410.001  | Health Claims Cost                                | 20,100.00    | 1,334.84      | .00          | 11,632.72    | 8,467.28     | 58      | 17,570.67        |
|          | Personal Services Totals                          | \$143,712.00 | \$12,485.38   | \$423.73     | \$99,409.23  | \$43,879.04  | 69%     | \$136,814.69     |
|          | Supplies                                          |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials                            | 3,000.00     | 269.70        | .00          | 1,905.18     | 1,094.82     | 64      | 2,162.30         |
| 500.102  | Equipment                                         | 2,000.00     | .00           | .00          | 996.65       | 1,003.35     | 50      | 1,679.15         |
| 500.103  | Furniture                                         | .00          | .00           | 1,591.00     | .00          | (1,591.00)   | +++     | .00              |
|          | Supplies Totals                                   | \$5,000.00   | \$269.70      | \$1,591.00   | \$2,901.83   | \$507.17     | 90%     | \$3,841.45       |
|          | Other Services & Charges                          |              |               |              |              |              |         |                  |
| 610.111  | Communications- Landline                          | 550.00       | 69.94         | .00          | 322.54       | 227.46       | 59      | 421.39           |
| 610.112  | Postage                                           | 2,500.00     | 87.84         | .00          | 1,443.96     | 1,056.04     | 58      | 2,445.51         |
| 610.1110 | Communications- Wireless                          | 350.00       | 33.88         | .00          | 233.91       | 116.09       | 67      | 432.73           |
| 640.124  | Travel Expense                                    | 2,000.00     | 10.70         | .00          | 63.92        | 1,936.08     | 3       | 728.21           |
| 650.127  | Electricity                                       | 4,119.00     | 400.23        | .00          | 3,571.31     | 547.69       | 87      | 4,523.93         |
| 650.128  | Water                                             | 466.00       | 29.44         | .00          | 359.54       | 106.46       | 77      | 551.39           |
| 650.129  | Wastewater                                        | 277.00       | 28.75         | .00          | 238.60       | 38.40        | 86      | 293.19           |
| 650.130  | Sanitation                                        | 105.00       | 9.67          | .00          | 77.36        | 27.64        | 74      | 116.04           |
| 650.133  | Stormwater                                        | 188.00       | 17.39         | .00          | 139.12       | 48.88        | 74      | 208.68           |
| 650.134  | Security Lights                                   | 412.00       | 38.11         | .00          | 304.88       | 107.12       | 74      | 457.32           |
| 650.1271 | Electricity- Sales Tax                            | 193.00       | 15.95         | .00          | 157.16       | 35.84        | 81      | 195.17           |
| 660.133  | Repairs & Maint. Services                         | 1,500.00     | .00           | .00          | 109.27       | 1,390.73     | 7       | 368.05           |
| 660.139  | Fleet Services Materials                          | 100.00       | .00           | .00          | 226.65       | (126.65)     | 227     | .00              |
| 660.145  | Gasoline & Oil                                    | 500.00       | 71.39         | .00          | 249.45       | 250.55       | 50      | 445.26           |
| 660.1391 | Fleet Services Labor                              | 100.00       | .00           | .00          | 233.75       | (133.75)     | 234     | 567.02           |
| 670.156  | Equipment Rental/Lease                            | 3,000.00     | 322.59        | .00          | 1,305.76     | 1,694.24     | 44      | 1,318.96         |
| 685.180  | Membership Dues and Fees                          | 75.00        | 75.00         | .00          | 88.91        | (13.91)      | 119     | 75.00            |



# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|          |                                        | Amended        | Current Month | YTD          | YTD            | Budget - YTD | % Used/ |                  |
|----------|----------------------------------------|----------------|---------------|--------------|----------------|--------------|---------|------------------|
| Account  | Account Description                    | Budget         | Transactions  | Encumbrances | Transactions   | Transactions | Rec'd   | Prior Year Total |
| 685.182  | Other Operating Expenses               | 3,000.00       | 1,056.00      | .00          | 2,800.00       | 200.00       | 93      | 2,608.40         |
| 685.184  | Continuing Education                   | 1,800.00       | .00           | .00          | .00            | 1,800.00     | 0       | .00              |
| 685.186  | Training                               | 160.00         | .00           | .00          | .00            | 160.00       | 0       | 160.00           |
| 686.187  | Professional Services                  | 50.00          | .00           | .00          | .00            | 50.00        | 0       | 23.28            |
| 686.195  | Repair/Maint Svc Contract              | 1,000.00       | .00           | .00          | 232.50         | 767.50       | 23      | 1,145.00         |
| 686.1895 | Employee wellness services             | 600.00         | 259.85        | .00          | 422.34         | 177.66       | 70      | 491.58           |
|          | Other Services & Charges Totals        | \$23,045.00    | \$2,526.73    | \$0.00       | \$12,580.93    | \$10,464.07  | 55%     | \$17,576.11      |
|          | Other Objects                          |                |               |              |                |              |         |                  |
| 795.001  | IT Internal Allocations                | 15,000.00      | 1,904.22      | .00          | 10,733.40      | 4,266.60     | 72      | 21,732.69        |
|          | Other Objects Totals                   | \$15,000.00    | \$1,904.22    | \$0.00       | \$10,733.40    | \$4,266.60   | 72%     | \$21,732.69      |
|          | Department 10 - Municipal Court Totals | \$186,757.00   | \$17,186.03   | \$2,014.73   | \$125,625.39   | \$59,116.88  | 68%     | \$179,964.94     |
|          | Department 11 - Fire                   |                |               |              |                |              |         |                  |
|          | Personal Services                      |                |               |              |                |              |         |                  |
| 400.101  | Regular Pay                            | 1,249,196.00   | 93,325.32     | .00          | 787,458.97     | 461,737.03   | 63      | 1,213,268.53     |
| 401.103  | Overtime                               | 60,000.00      | 4,821.62      | .00          | 64,172.37      | (4,172.37)   | 107     | 114,715.74       |
| 402.111  | Volunteer Employees                    | 9,000.00       | 480.00        | .00          | 2,415.00       | 6,585.00     | 27      | 3,735.00         |
| 405.114  | FICA                                   | 104,600.00     | 6,872.48      | .00          | 59,847.84      | 44,752.16    | 57      | 92,932.66        |
| 406.116  | Retirement                             | 181,000.00     | 13,635.56     | .00          | 118,475.72     | 62,524.28    | 65      | 172,767.94       |
| 408.125  | SCMIT Worker's Comp Ins.               | 29,000.00      | 10,779.88     | 10,779.88    | 27,981.44      | (9,761.32)   | 134     | 20,999.56        |
| 410.001  | Health Claims Cost                     | 209,000.00     | 18,358.32     | .00          | 160,091.68     | 48,908.32    | 77      | 197,601.94       |
| 410.002  | Health Claim Costs-Retire              | 52,000.00      | 3,224.76      | .00          | 25,620.96      | 26,379.04    | 49      | .00              |
|          | Personal Services Totals               | \$1,893,796.00 | \$151,497.94  | \$10,779.88  | \$1,246,063.98 | \$636,952.14 | 66%     | \$1,816,021.37   |
|          | Supplies                               |                |               |              |                |              |         |                  |
| 500.101  | Supplies and Materials                 | 25,000.00      | 3,143.69      | .00          | 17,461.48      | 7,538.52     | 70      | 69,801.41        |
| 500.102  | Equipment                              | 55,000.00      | 1,441.14      | 5,791.91     | 22,252.90      | 26,955.19    | 51      | 50,430.29        |
| 500.103  | Furniture                              | 2,000.00       | .00           | .00          | 1,828.84       | 171.16       | 91      | 2,131.52         |
| 500.105  | Printing and Binding                   | 1,000.00       | 78.77         | .00          | 108.73         | 891.27       | 11      | 367.37           |
| 500.107  | Technology Supplies                    | 5,000.00       | 344.19        | .00          | 2,573.47       | 2,426.53     | 51      | 3,536.14         |
| 501.101  | Uniforms and Clothing                  | 36,400.00      | 1,679.33      | 7,681.32     | 10,264.49      | 18,454.19    | 49      | 39,547.49        |
| 515.121  | Safety Supplies                        | 5,000.00       | 811.97        | .00          | 4,335.45       | 664.55       | 87      | 5,129.76         |
| 515.128  | Medical Supplies                       | 10,000.00      | 1,320.07      | .00          | 5,928.94       | 4,071.06     | 59      | 8,236.03         |
| 531.140  | Haz Mat Supplies/Equipmnt              | 10,000.00      | 1,206.96      | 2,630.00     | 1,206.96       | 6,163.04     | 38      | 9,154.02         |
|          | Supplies Totals                        | \$149,400.00   | \$10,026.12   | \$16,103.23  | \$65,961.26    | \$67,335.51  | 55%     | \$188,334.03     |
|          | Other Services & Charges               |                |               |              |                |              |         |                  |
| 610.111  | Communications- Landline               | 6,500.00       | 876.25        | .00          | 4,079.89       | 2,420.11     | 63      | 5,435.37         |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                 | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description             | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 610.112  | Postage                         | 500.00       | 5.48          | .00          | 653.00       | (153.00)     | 131     | 880.49           |
| 610.1110 | Communications- Wireless        | 27,000.00    | 2,520.33      | .00          | 18,946.90    | 8,053.10     | 70      | 29,129.67        |
| 620.114  | Advertising                     | 500.00       | .00           | .00          | 156.00       | 344.00       | 31      | 370.50           |
| 630.121  | Fire Prevention Materials       | 9,054.00     | 2,113.50      | 1,825.95     | 6,241.61     | 986.44       | 89      | 8,478.58         |
| 640.124  | Travel Expense                  | 3,561.00     | .00           | .00          | 501.96       | 3,059.04     | 14      | 2,363.11         |
| 650.127  | Electricity                     | 22,642.00    | 3,040.80      | .00          | 16,188.29    | 6,453.71     | 71      | 21,562.72        |
| 650.128  | Water                           | 1,591.00     | 144.63        | .00          | 1,217.04     | 373.96       | 76      | 1,728.06         |
| 650.129  | Wastewater                      | 2,170.00     | 197.38        | .00          | 1,656.80     | 513.20       | 76      | 2,358.84         |
| 650.130  | Sanitation                      | 852.00       | 78.76         | .00          | 630.08       | 221.92       | 74      | 945.12           |
| 650.133  | Stormwater                      | 711.00       | 65.70         | .00          | 525.60       | 185.40       | 74      | 788.40           |
| 650.134  | Security Lights                 | 1,633.00     | 151.00        | .00          | 1,208.00     | 425.00       | 74      | 1,812.00         |
| 650.1271 | Electricity- Sales Tax          | 2,652.00     | 83.09         | .00          | 672.50       | 1,979.50     | 25      | 3,374.49         |
| 660.103  | Emergency Preparedness          | 5,000.00     | .00           | .00          | .00          | 5,000.00     | 0       | 3,316.03         |
| 660.133  | Repairs & Maint. Services       | 40,000.00    | 1,647.60      | (410.05)     | 20,353.43    | 20,056.62    | 50      | 36,692.24        |
| 660.139  | Fleet Services Materials        | 30,000.00    | 1,716.02      | .00          | 17,105.71    | 12,894.29    | 57      | 34,026.22        |
| 660.145  | Gasoline & Oil                  | 20,000.00    | 1,709.38      | .00          | 9,290.93     | 10,709.07    | 46      | 18,669.61        |
| 660.1391 | Fleet Services Labor            | 15,000.00    | 1,570.78      | .00          | 9,933.46     | 5,066.54     | 66      | 15,939.54        |
| 660.1392 | Fleet Svcs- Outside Vends       | 20,000.00    | .00           | .00          | 5,243.15     | 14,756.85    | 26      | 16,265.15        |
| 670.156  | Equipment Rental/Lease          | 9,000.00     | 1,013.42      | .00          | 5,412.35     | 3,587.65     | 60      | 8,405.94         |
| 682.169  | Laundry & Linen                 | 2,500.00     | .00           | .00          | 664.10       | 1,835.90     | 27      | 910.49           |
| 685.180  | Membership Dues and Fees        | 1,355.00     | 509.00        | .00          | 554.00       | 801.00       | 41      | 563.00           |
| 685.182  | Other Operating Expenses        | 5,000.00     | 2,491.84      | 12,000.00    | 8,512.38     | (15,512.38)  | 410     | 4,368.78         |
| 685.184  | Continuing Education            | .00          | .00           | .00          | .00          | .00          | +++     | 75.00            |
| 685.186  | Training                        | 18,290.00    | 1,557.73      | .00          | 3,389.96     | 14,900.04    | 19      | 14,446.83        |
| 685.1801 | Subscriptions                   | 12,720.00    | 423.00        | .00          | 4,070.80     | 8,649.20     | 32      | 12,756.77        |
| 686.187  | Professional Services           | .00          | .00           | .00          | .00          | .00          | +++     | 46.57            |
| 686.189  | Employee Medical                | 15,000.00    | 450.00        | .00          | 15,076.56    | (76.56)      | 101     | 11,335.00        |
| 686.195  | Repair/Maint Svc Contract       | 70,994.00    | 11,226.25     | 3,800.00     | 32,153.27    | 35,040.73    | 51      | 70,331.92        |
| 686.1895 | Employee wellness services      | 8,000.00     | 1,135.67      | .00          | 5,269.59     | 2,730.41     | 66      | 8,928.79         |
|          | Other Services & Charges Totals | \$352,225.00 | \$34,727.61   | \$17,215.90  | \$189,707.36 | \$145,301.74 | 59%     | \$336,305.23     |
|          | Other Objects                   |              |               |              |              |              |         |                  |
| 795.001  | IT Internal Allocations         | 16,000.00    | 2,285.06      | .00          | 12,880.08    | 3,119.92     | 81      | 31,054.33        |
|          | Other Objects Totals            | \$16,000.00  | \$2,285.06    | \$0.00       | \$12,880.08  | \$3,119.92   | 81%     | \$31,054.33      |
|          | Capital Outlay                  |              |               |              |              |              |         |                  |
| 900.3000 | Buildings & Improvements        | .00          | 54,647.68     | (59,752.68)  | 59,752.68    | .00          | +++     | 9,950.00         |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT





# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                              | Amended        | Current Month | YTD           | YTD            | Budget - YTD | % Used/ |                  |
|----------|------------------------------|----------------|---------------|---------------|----------------|--------------|---------|------------------|
| Account  | Account Description          | Budget         | Transactions  | Encumbrances  | Transactions   | Transactions | Rec'd   | Prior Year Total |
|          | Capital Outlay Totals        | \$0.00         | \$54,647.68   | (\$59,752.68) | \$59,752.68    | \$0.00       | +++     | \$9,950.00       |
|          | Department 11 - Fire Totals  | \$2,411,421.00 | \$253,184.41  | (\$15,653.67) | \$1,574,365.36 | \$852,709.31 | 65%     | \$2,381,664.96   |
|          | Department 12 - Public Works |                |               |               |                |              |         |                  |
|          | Personal Services            |                |               |               |                |              |         |                  |
| 400.101  | Regular Pay                  | 517,400.00     | 33,359.58     | .00           | 299,682.12     | 217,717.88   | 58      | 505,479.38       |
| 401.103  | Overtime                     | 30,000.00      | 432.66        | .00           | 24,721.17      | 5,278.83     | 82      | 32,249.64        |
| 401.109  | Seasonal City employee labor | (58,000.00)    | .00           | .00           | .00            | (58,000.00)  | 0       | .00              |
| 405.114  | FICA                         | 38,179.00      | 2,375.46      | .00           | 22,886.02      | 15,292.98    | 60      | 37,200.27        |
| 406.116  | Retirement                   | 60,545.00      | 3,842.34      | .00           | 36,353.42      | 24,191.58    | 60      | 56,523.19        |
| 408.125  | SCMIT Worker's Comp Ins.     | 16,000.00      | 4,840.53      | 4,954.56      | 12,099.21      | (1,053.77)   | 107     | 14,056.22        |
| 410.001  | Health Claims Cost           | 133,261.00     | 7,468.84      | .00           | 65,216.24      | 68,044.76    | 49      | 116,598.84       |
| 410.002  | Health Claim Costs-Retire    | 14,500.00      | 2,219.44      | .00           | 15,533.76      | (1,033.76)   | 107     | .00              |
|          | Personal Services Totals     | \$751,885.00   | \$54,538.85   | \$4,954.56    | \$476,491.94   | \$270,438.50 | 64%     | \$762,107.54     |
|          | Supplies                     |                |               |               |                |              |         |                  |
| 500.101  | Supplies and Materials       | 20,000.00      | 2,136.60      | .00           | 11,676.42      | 8,323.58     | 58      | 26,044.60        |
| 500.102  | Equipment                    | 21,000.00      | .00           | 2,835.45      | 3,923.78       | 14,240.77    | 32      | 10,993.60        |
| 500.103  | Furniture                    | 3,000.00       | 495.43        | .00           | 1,127.78       | 1,872.22     | 38      | 2,374.69         |
| 500.105  | Printing and Binding         | 1,000.00       | 867.99        | .00           | 1,144.05       | (144.05)     | 114     | 244.25           |
| 501.101  | Uniforms and Clothing        | 16,000.00      | 2,816.85      | .00           | 11,625.44      | 4,374.56     | 73      | 17,346.33        |
| 513.112  | Asphalt/Concrete/Gravel      | 10,000.00      | 3,962.88      | .00           | 10,551.51      | (551.51)     | 106     | 18,040.58        |
| 515.121  | Safety Supplies              | 7,000.00       | .00           | .00           | 4,396.21       | 2,603.79     | 63      | 2,341.47         |
|          | Supplies Totals              | \$78,000.00    | \$10,279.75   | \$2,835.45    | \$44,445.19    | \$30,719.36  | 61%     | \$77,385.52      |
|          | Other Services & Charges     |                |               |               |                |              |         |                  |
| 610.111  | Communications- Landline     | 3,500.00       | 502.45        | .00           | 2,686.63       | 813.37       | 77      | 3,738.18         |
| 610.112  | Postage                      | 100.00         | .00           | .00           | 80.24          | 19.76        | 80      | 127.95           |
| 610.1110 | Communications- Wireless     | 6,000.00       | 421.28        | .00           | 2,875.89       | 3,124.11     | 48      | 7,243.39         |
| 620.114  | Advertising                  | 500.00         | 84.50         | .00           | 907.90         | (407.90)     | 182     | 247.00           |
| 640.124  | Travel Expense               | 1,800.00       | 14.00         | .00           | 538.47         | 1,261.53     | 30      | 175.67           |
| 650.127  | Electricity                  | 881.00         | 98.76         | .00           | 774.50         | 106.50       | 88      | 1,026.37         |
| 650.128  | Water                        | 364.00         | 33.22         | .00           | 266.59         | 97.41        | 73      | 401.96           |
| 650.129  | Wastewater                   | 481.00         | 43.85         | .00           | 351.82         | 129.18       | 73      | 530.28           |
| 650.130  | Sanitation                   | 415.00         | 38.04         | .00           | 304.32         | 110.68       | 73      | 456.48           |
| 650.133  | Stormwater                   | 121.00         | 11.17         | .00           | 89.36          | 31.64        | 74      | 134.04           |
| 650.134  | Security Lights              | 482.00         | 44.54         | .00           | 356.32         | 125.68       | 74      | 534.48           |
| 650.1271 | Electricity- Sales Tax       | 3.00           | .20           | .00           | 2.74           | .26          | 91      | 4.20             |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                        | Amended        | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|----------------------------------------|----------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description                    | Budget         | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 660.133  | Repairs & Maint. Services              | 10,000.00      | 532.75        | .00          | 4,371.81     | 5,628.19     | 44      | 10,064.18        |
| 660.134  | Radio Repairs                          | .00            | .00           | .00          | .00          | .00          | +++     | 39.96            |
| 660.139  | Fleet Services Materials               | 25,000.00      | 896.48        | .00          | 15,964.34    | 9,035.66     | 64      | 23,843.41        |
| 660.145  | Gasoline & Oil                         | 29,000.00      | 1,250.51      | .00          | 8,824.15     | 20,175.85    | 30      | 24,965.26        |
| 660.1391 | Fleet Services Labor                   | 40,000.00      | 4,648.12      | .00          | 28,745.97    | 11,254.03    | 72      | 42,143.08        |
| 663.142  | Street Sign Maintenance                | 4,000.00       | 313.52        | .00          | 575.19       | 3,424.81     | 14      | 7,202.02         |
| 663.144  | Sidewalk Repairs                       | .00            | .00           | .00          | 15,426.92    | (15,426.92)  | +++     | .00              |
| 663.148  | Maintenance of Parks                   | 30,000.00      | 574.59        | .00          | 10,401.71    | 19,598.29    | 35      | 23,445.04        |
| 670.156  | Equipment Rental/Lease                 | 5,000.00       | 705.71        | .00          | 2,414.46     | 2,585.54     | 48      | 2,962.31         |
| 685.180  | Membership Dues and Fees               | 200.00         | .00           | .00          | 280.00       | (80.00)      | 140     | 189.00           |
| 685.182  | Other Operating Expenses               | 3,000.00       | 3,462.60      | .00          | 11,666.80    | (8,666.80)   | 389     | 4,093.06         |
| 685.186  | Training                               | 1,100.00       | (20.00)       | .00          | 1,682.00     | (582.00)     | 153     | 251.79           |
| 685.192  | KGB Operations                         | .00            | .00           | .00          | .00          | .00          | +++     | (15.00)          |
| 686.187  | Professional Services                  | 1,000.00       | .00           | .00          | 1,546.35     | (546.35)     | 155     | 1,501.72         |
| 686.189  | Employee Medical                       | 1,800.00       | 60.00         | .00          | 659.00       | 1,141.00     | 37      | 455.00           |
| 686.195  | Repair/Maint Svc Contract              | 12,000.00      | 836.00        | .00          | 9,283.79     | 2,716.21     | 77      | 20,253.57        |
| 686.1895 | Employee wellness services             | 3,505.00       | 993.48        | .00          | 2,849.74     | 655.26       | 81      | 4,552.31         |
| 687.203  | Contract Services                      | 20,000.00      | .00           | .00          | 28,896.00    | (8,896.00)   | 144     | 77,281.61        |
|          | Other Services & Charges Totals        | \$200,252.00   | \$15,545.77   | \$0.00       | \$152,823.01 | \$47,428.99  | 76%     | \$257,848.32     |
|          | Other Objects                          |                |               |              |              |              |         |                  |
| 700.105  | Matched Expenses                       | .00            | .00           | .00          | .00          | .00          | +++     | 2,000.00         |
| 795.001  | IT Internal Allocations                | 3,000.00       | 380.84        | .00          | 2,146.66     | 853.34       | 72      | 4,883.84         |
|          | Other Objects Totals                   | \$3,000.00     | \$380.84      | \$0.00       | \$2,146.66   | \$853.34     | 72%     | \$6,883.84       |
|          | Department 12 - Public Works Totals    | \$1,033,137.00 | \$80,745.21   | \$7,790.01   | \$675,906.80 | \$349,440.19 | 66%     | \$1,104,225.22   |
|          | Department 13 - Information Technology |                |               |              |              |              |         |                  |
|          | Personal Services                      |                |               |              |              |              |         |                  |
| 400.101  | Regular Pay                            | 68,200.00      | 5,410.36      | .00          | 47,162.53    | 21,037.47    | 69      | 67,662.84        |
| 405.114  | FICA                                   | 4,988.00       | 397.39        | .00          | 3,467.06     | 1,520.94     | 70      | 4,962.94         |
| 406.116  | Retirement                             | 7,843.00       | 621.68        | .00          | 5,448.91     | 2,394.09     | 69      | 7,394.84         |
| 408.125  | SCMIT Worker's Comp Ins.               | 350.00         | 172.36        | 172.36       | 422.99       | (245.35)     | 170     | 295.62           |
| 410.001  | Health Claims Cost                     | 7,768.00       | 578.48        | .00          | 5,089.64     | 2,678.36     | 66      | 7,053.49         |
|          | Personal Services Totals               | \$89,149.00    | \$7,180.27    | \$172.36     | \$61,591.13  | \$27,385.51  | 69%     | \$87,369.73      |
|          | Supplies                               |                |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials                 | 5,000.00       | .00           | .00          | 1,149.91     | 3,850.09     | 23      | 2,893.02         |
| 500.102  | Equipment                              | 12,000.00      | .00           | .00          | 2,537.00     | 9,463.00     | 21      | 16,971.88        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                               | Amended        | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|----------|-----------------------------------------------|----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account  | Account Description                           | Budget         | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 500.107  | Technology Supplies                           | 500.00         | .00           | .00          | .00            | 500.00         | 0       | .00              |
|          | Supplies Totals                               | \$17,500.00    | \$0.00        | \$0.00       | \$3,686.91     | \$13,813.09    | 21%     | \$19,864.90      |
|          | Other Services & Charges                      |                |               |              |                |                |         |                  |
| 610.111  | Communications- Landline                      | 700.00         | 69.94         | .00          | 322.54         | 377.46         | 46      | 421.39           |
| 610.112  | Postage                                       | 50.00          | .00           | .00          | .00            | 50.00          | 0       | .00              |
| 610.1110 | Communications- Wireless                      | 1,000.00       | 63.89         | .00          | 445.09         | 554.91         | 45      | 1,165.74         |
| 620.114  | Advertising                                   | 5.00           | .00           | .00          | .00            | 5.00           | 0       | .00              |
| 640.124  | Travel Expense                                | 1,000.00       | .00           | .00          | .00            | 1,000.00       | 0       | 474.30           |
| 650.127  | Electricity                                   | 1,767.00       | 159.72        | .00          | 1,156.04       | 610.96         | 65      | 1,864.02         |
| 650.128  | Water                                         | 321.00         | 7.65          | .00          | 117.76         | 203.24         | 37      | 312.90           |
| 650.129  | Wastewater                                    | 423.00         | 10.69         | .00          | 157.63         | 265.37         | 37      | 412.44           |
| 650.130  | Sanitation                                    | 161.00         | 22.44         | .00          | 141.57         | 19.43          | 88      | 178.20           |
| 650.133  | Stormwater                                    | 107.00         | 12.37         | .00          | 88.88          | 18.12          | 83      | 118.20           |
| 650.134  | Security Lights                               | 487.00         | 45.00         | .00          | 360.00         | 127.00         | 74      | 540.00           |
| 650.1271 | Electricity- Sales Tax                        | 83.00          | 6.43          | .00          | 55.89          | 27.11          | 67      | 85.38            |
| 685.180  | Membership Dues and Fees                      | 100.00         | 35.00         | .00          | 35.00          | 65.00          | 35      | 35.00            |
| 685.182  | Other Operating Expenses                      | 500.00         | .00           | .00          | .00            | 500.00         | 0       | 239.80           |
| 685.186  | Training                                      | 500.00         | .00           | .00          | .00            | 500.00         | 0       | 180.00           |
| 685.1801 | Subscriptions                                 | 50.00          | .00           | .00          | .00            | 50.00          | 0       | .00              |
| 686.184  | Technology Services                           | 184,800.00     | 30,648.80     | 46,757.61    | 138,514.23     | (471.84)       | 100     | 185,163.23       |
| 686.194  | Other Prof/Tech Services                      | 10,000.00      | .00           | .00          | 3,970.88       | 6,029.12       | 40      | 5,662.70         |
| 686.195  | Repair/Maint Svc Contract                     | 13,000.00      | .00           | .00          | 5,489.29       | 7,510.71       | 42      | 11,278.35        |
| 686.1895 | Employee wellness services                    | 245.00         | 86.42         | .00          | 152.51         | 92.49          | 62      | 189.65           |
|          | Other Services & Charges Totals               | \$215,299.00   | \$31,168.35   | \$46,757.61  | \$151,007.31   | \$17,534.08    | 92%     | \$208,321.30     |
|          | Other Objects                                 |                |               |              |                |                |         |                  |
| 795.001  | IT Internal Allocations                       | (333,548.00)   | (36,560.95)   | .00          | (206,081.25)   | (127,466.75)   | 62      | (294,312.90)     |
|          | Other Objects Totals                          | (\$333,548.00) | (\$36,560.95) | \$0.00       | (\$206,081.25) | (\$127,466.75) | 62%     | (\$294,312.90)   |
|          | Capital Outlay                                |                |               |              |                |                |         |                  |
| 900.3950 | Computer Software                             | 7,000.00       | .00           | .00          | .00            | 7,000.00       | 0       | 9,725.43         |
| 900.4300 | Other Equipment                               | 5,000.00       | .00           | .00          | .00            | 5,000.00       | 0       | .00              |
|          | Capital Outlay Totals                         | \$12,000.00    | \$0.00        | \$0.00       | \$0.00         | \$12,000.00    | 0%      | \$9,725.43       |
|          | Department 13 - Information Technology Totals | \$400.00       | \$1,787.67    | \$46,929.97  | \$10,204.10    | (\$56,734.07)  | 14284%  | \$30,968.46      |
|          | Department 14 - Fleet Services                |                |               |              |                |                |         |                  |
|          | Personal Services                             |                |               |              |                |                |         |                  |
| 400.101  | Regular Pay                                   | 131,550.00     | 10,044.38     | .00          | 81,179.92      | 50,370.08      | 62      | 129,328.40       |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                            | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|----------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description        | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 401.103  | Overtime                   | 2,748.00     | .00           | .00          | 2,530.91     | 217.09       | 92      | 2,065.18         |
| 405.114  | FICA                       | 9,364.00     | 707.34        | .00          | 5,857.73     | 3,506.27     | 63      | 9,217.26         |
| 406.116  | Retirement                 | 15,095.00    | 1,139.43      | .00          | 9,506.34     | 5,588.66     | 63      | 14,145.52        |
| 408.125  | SCMIT Worker's Comp Ins.   | 3,500.00     | 5,978.32      | 1,206.54     | 7,819.58     | (5,526.12)   | 258     | 2,210.62         |
| 410.001  | Health Claims Cost         | 28,329.00    | 1,690.84      | .00          | 15,556.36    | 12,772.64    | 55      | 25,059.37        |
|          | Personal Services Totals   | \$190,586.00 | \$19,560.31   | \$1,206.54   | \$122,450.84 | \$66,928.62  | 65%     | \$182,026.35     |
|          | Supplies                   |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials     | 9,000.00     | 193.58        | .00          | 5,010.07     | 3,989.93     | 56      | 9,058.67         |
| 500.102  | Equipment                  | 1,500.00     | .00           | .00          | .00          | 1,500.00     | 0       | 1,810.44         |
| 500.105  | Printing and Binding       | 400.00       | .00           | .00          | .00          | 400.00       | 0       | 49.73            |
| 501.101  | Uniforms and Clothing      | 5,300.00     | 830.57        | .00          | 3,629.91     | 1,670.09     | 68      | 4,010.22         |
| 515.121  | Safety Supplies            | 750.00       | .00           | .00          | 57.78        | 692.22       | 8       | 667.78           |
|          | Supplies Totals            | \$16,950.00  | \$1,024.15    | \$0.00       | \$8,697.76   | \$8,252.24   | 51%     | \$15,596.84      |
|          | Other Services & Charges   |              |               |              |              |              |         |                  |
| 610.111  | Communications- Landline   | 1,500.00     | 147.15        | .00          | 1,107.40     | 392.60       | 74      | 1,616.94         |
| 610.112  | Postage                    | 200.00       | .00           | .00          | .00          | 200.00       | 0       | 25.36            |
| 610.1110 | Communications- Wireless   | 800.00       | 53.89         | .00          | 373.34       | 426.66       | 47      | 691.68           |
| 640.124  | Travel Expense             | 500.00       | .00           | .00          | .00          | 500.00       | 0       | .00              |
| 650.127  | Electricity                | 7,878.00     | 945.53        | .00          | 7,087.92     | 790.08       | 90      | 9,103.80         |
| 650.128  | Water                      | 364.00       | 33.19         | .00          | 266.36       | 97.64        | 73      | 401.64           |
| 650.129  | Wastewater                 | 480.00       | 43.81         | .00          | 351.52       | 128.48       | 73      | 529.80           |
| 650.130  | Sanitation                 | 400.00       | 36.90         | .00          | 295.20       | 104.80       | 74      | 442.80           |
| 650.133  | Stormwater                 | 117.00       | 10.84         | .00          | 86.72        | 30.28        | 74      | 130.08           |
| 650.134  | Security Lights            | 460.00       | 42.57         | .00          | 340.56       | 119.44       | 74      | 510.84           |
| 650.1271 | Electricity- Sales Tax     | 471.00       | 40.27         | .00          | 352.48       | 118.52       | 75      | 487.90           |
| 660.139  | Fleet Services Materials   | 1,500.00     | .00           | .00          | 74.50        | 1,425.50     | 5       | 737.03           |
| 660.145  | Gasoline & Oil             | 1,700.00     | 144.26        | .00          | 619.32       | 1,080.68     | 36      | 1,353.33         |
| 660.1391 | Fleet Services Labor       | 1,000.00     | 27.50         | .00          | 137.50       | 862.50       | 14      | 398.75           |
| 662.140  | Building Repairs           | 4,000.00     | .00           | .00          | .00          | 4,000.00     | 0       | 7,220.51         |
| 685.182  | Other Operating Expenses   | 200.00       | 3,375.00      | .00          | 3,475.99     | (3,275.99)   | 1738    | 184.44           |
| 685.186  | Training                   | 250.00       | .00           | .00          | .00          | 250.00       | 0       | 51.00            |
| 685.1801 | Subscriptions              | 50.00        | .00           | .00          | .00          | 50.00        | 0       | .00              |
| 686.189  | Employee Medical           | 200.00       | .00           | .00          | 92.00        | 108.00       | 46      | 165.00           |
| 686.195  | Repair/Maint Svc Contract  | 5,700.00     | .00           | .00          | 3,299.44     | 2,400.56     | 58      | 2,406.60         |
| 686.1895 | Employee wellness services | 1,000.00     | 265.69        | .00          | 728.39       | 271.61       | 73      | 1,223.98         |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                       | Amended        | Current Month | YTD          | YTD            | Budget - YTD  | % Used/ |                  |
|----------|---------------------------------------|----------------|---------------|--------------|----------------|---------------|---------|------------------|
| Account  | Account Description                   | Budget         | Transactions  | Encumbrances | Transactions   | Transactions  | Rec'd   | Prior Year Total |
|          | Other Services & Charges Totals       | \$28,770.00    | \$5,166.60    | \$0.00       | \$18,688.64    | \$10,081.36   | 65%     | \$27,681.48      |
|          | Other Objects                         |                |               |              |                |               |         |                  |
| 735.122  | Services Billed                       | (235,636.00)   | (31,648.95)   | .00          | (169,929.79)   | (65,706.21)   | 72      | (265,710.29)     |
| 795.001  | IT Internal Allocations               | .00            | .00           | .00          | .00            | .00           | +++     | 1,781.09         |
|          | Other Objects Totals                  | (\$235,636.00) | (\$31,648.95) | \$0.00       | (\$169,929.79) | (\$65,706.21) | 72%     | (\$263,929.20)   |
|          | Department 14 - Fleet Services Totals | \$670.00       | (\$5,897.89)  | \$1,206.54   | (\$20,092.55)  | \$19,556.01   | -2819%  | (\$38,624.53)    |
|          | Department 20 - General Government    |                |               |              |                |               |         |                  |
|          | Personal Services                     |                |               |              |                |               |         |                  |
| 410.001  | Health Claims Cost                    | 1,000.00       | .00           | .00          | .00            | 1,000.00      | 0       | 333.36           |
| 410.002  | Health Claim Costs-Retire             | 35,000.00      | 2,843.34      | .00          | 21,360.62      | 13,639.38     | 61      | 130,651.60       |
|          | Personal Services Totals              | \$36,000.00    | \$2,843.34    | \$0.00       | \$21,360.62    | \$14,639.38   | 59%     | \$130,984.96     |
|          | Supplies                              |                |               |              |                |               |         |                  |
| 500.103  | Furniture                             | 1,000.00       | .00           | .00          | .00            | 1,000.00      | 0       | .00              |
| 510.106  | Cleaning & Sanitation Sup             | 2,200.00       | 256.95        | .00          | 1,345.18       | 854.82        | 61      | 2,972.68         |
|          | Supplies Totals                       | \$3,200.00     | \$256.95      | \$0.00       | \$1,345.18     | \$1,854.82    | 42%     | \$2,972.68       |
|          | Other Services & Charges              |                |               |              |                |               |         |                  |
| 600.110  | SCMIRF Property/Liab Ins              | 250,000.00     | 111,455.56    | .00          | 238,276.41     | 11,723.59     | 95      | 266,692.79       |
| 600.112  | Survivors Health Ins                  | 500.00         | 16.48         | .00          | 121.28         | 378.72        | 24      | 230.24           |
| 600.1051 | Employee Wellness & Safety            | 23,300.00      | 650.00        | .00          | 5,822.39       | 17,477.61     | 25      | 16,304.23        |
| 600.1052 | Unemployment Insurance                | 7,000.00       | .00           | .00          | .00            | 7,000.00      | 0       | 626.07           |
| 620.114  | Advertising                           | 200.00         | .00           | .00          | .00            | 200.00        | 0       | 280.00           |
| 640.124  | Travel Expense                        | .00            | .00           | .00          | .00            | .00           | +++     | 151.78           |
| 650.133  | Stormwater                            | 715.00         | 65.71         | .00          | 525.68         | 189.32        | 74      | 788.52           |
| 660.133  | Repairs & Maint. Services             | 85,000.00      | 250.00        | .00          | 58,953.35      | 26,046.65     | 69      | 10,270.38        |
| 662.140  | Building Repairs                      | 2,000.00       | .00           | .00          | .00            | 2,000.00      | 0       | .00              |
| 685.180  | Membership Dues and Fees              | 3,500.00       | 2,941.41      | .00          | 2,941.41       | 558.59        | 84      | 3,931.85         |
| 685.182  | Other Operating Expenses              | 15,000.00      | 18,583.60     | .00          | 86,762.59      | (71,762.59)   | 578     | 12,695.54        |
| 685.187  | Special Projects                      | 5,000.00       | .00           | .00          | (27,447.03)    | 32,447.03     | -549    | (14,100.00)      |
| 686.186  | Legal Services                        | 50,000.00      | 17,228.27     | 4,280.17     | 77,010.93      | (31,291.10)   | 163     | 93,700.83        |
| 686.187  | Professional Services                 | 1,000.00       | .00           | .00          | 950.00         | 50.00         | 95      | 1,274.00         |
| 686.189  | Employee Medical                      | 250.00         | .00           | .00          | .00            | 250.00        | 0       | .00              |
| 686.190  | Consulting Services                   | 1,000.00       | .00           | .00          | .00            | 1,000.00      | 0       | .00              |
| 686.192  | Elections                             | 6,500.00       | .00           | .00          | .00            | 6,500.00      | 0       | 7,340.94         |
| 686.194  | Other Prof/Tech Services              | 5,000.00       | .00           | .00          | .00            | 5,000.00      | 0       | 4,650.00         |
| 686.195  | Repair/Maint Svc Contract             | 19,000.00      | 1,250.05      | .00          | 9,097.76       | 9,902.24      | 48      | 20,566.11        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                           | Amended        | Current Month | YTD            | YTD            | Budget - YTD   | % Used/ |                  |
|----------|-------------------------------------------|----------------|---------------|----------------|----------------|----------------|---------|------------------|
| Account  | Account Description                       | Budget         | Transactions  | Encumbrances   | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 686.199  | Internal Engineering                      | .00            | 2,663.41      | .00            | 19,596.35      | (19,596.35)    | +++     | 14,102.62        |
| 686.1871 | Audit Services                            | 40,000.00      | .00           | 11,400.00      | 28,600.00      | .00            | 100     | 36,100.00        |
| 686.1895 | Employee wellness services                | 4,000.00       | 1,861.62      | .00            | 1,861.62       | 2,138.38       | 47      | 2,318.60         |
| 687.203  | Contract Services                         | 18,000.00      | .00           | .00            | 15,007.29      | 2,992.71       | 83      | .00              |
|          | Other Services & Charges Totals           | \$536,965.00   | \$156,966.11  | \$15,680.17    | \$518,080.03   | \$3,204.80     | 99%     | \$477,924.50     |
|          | Other Objects                             |                |               |                |                |                |         |                  |
| 700.105  | Matched Expenses                          | .00            | .00           | .00            | .00            | .00            | +++     | 46,858.48        |
| 795.995  | GF Cost Distribution                      | (112,788.00)   | (9,399.00)    | .00            | (75,192.00)    | (37,596.00)    | 67      | (112,788.00)     |
|          | Other Objects Totals                      | (\$112,788.00) | (\$9,399.00)  | \$0.00         | (\$75,192.00)  | (\$37,596.00)  | 67%     | (\$65,929.52)    |
|          | Capital Outlay                            |                |               |                |                |                |         |                  |
| 900.3000 | Buildings & Improvements                  | 5,000.00       | .00           | .00            | .00            | 5,000.00       | 0       | .00              |
|          | Capital Outlay Totals                     | \$5,000.00     | \$0.00        | \$0.00         | \$0.00         | \$5,000.00     | 0%      | \$0.00           |
|          | Department 20 - General Government Totals | \$468,377.00   | \$150,667.40  | \$15,680.17    | \$465,593.83   | (\$12,897.00)  | 103%    | \$545,952.62     |
|          | EXPENSE TOTALS                            | \$8,416,608.00 | \$848,628.34  | \$154,566.53   | \$5,688,164.28 | \$2,573,877.19 | 69%     | \$8,406,517.87   |
|          | Fund 0010 - General Fund Totals           |                |               |                |                |                |         |                  |
|          | REVENUE TOTALS                            | 8,451,078.00   | 1,832,469.53  | .00            | 5,089,308.11   | 3,361,769.89   | 60%     | 8,804,263.90     |
|          | EXPENSE TOTALS                            | 8,416,608.00   | 848,628.34    | 154,566.53     | 5,688,164.28   | 2,573,877.19   | 69%     | 8,406,517.87     |
|          | Fund 0010 - General Fund Totals           | \$34,470.00    | \$983,841.19  | (\$154,566.53) | (\$598,856.17) | \$787,892.70   |         | \$397,746.03     |
|          | Fund 0011 - Debt Service                  |                |               |                |                |                |         |                  |
|          | REVENUE                                   |                |               |                |                |                |         |                  |
|          | Department 00 - Revenue                   |                |               |                |                |                |         |                  |
|          | Property Taxes                            |                |               |                |                |                |         |                  |
| 311.002  | Property Taxes -Debt Mill                 | 128,778.00     | 69,146.53     | .00            | 119,444.93     | 9,333.07       | 93      | 19.02            |
|          | Property Taxes Totals                     | \$128,778.00   | \$69,146.53   | \$0.00         | \$119,444.93   | \$9,333.07     | 93%     | \$19.02          |
|          | Department 00 - Revenue Totals            | \$128,778.00   | \$69,146.53   | \$0.00         | \$119,444.93   | \$9,333.07     | 93%     | \$19.02          |
|          | REVENUE TOTALS                            | \$128,778.00   | \$69,146.53   | \$0.00         | \$119,444.93   | \$9,333.07     | 93%     | \$19.02          |
|          | EXPENSE                                   |                |               |                |                |                |         |                  |
|          | Department 21 - Debt Service              |                |               |                |                |                |         |                  |
|          | Other Services & Charges                  |                |               |                |                |                |         |                  |
| 681.130  | GO Bond Principal                         | 119,246.00     | .00           | .00            | .00            | 119,246.00     | 0       | .00              |
| 681.140  | GO Bond Interest                          | 9,532.00       | .00           | .00            | .00            | 9,532.00       | 0       | .00              |
|          | Other Services & Charges Totals           | \$128,778.00   | \$0.00        | \$0.00         | \$0.00         | \$128,778.00   | 0%      | \$0.00           |
|          | Department 21 - Debt Service Totals       | \$128,778.00   | \$0.00        | \$0.00         | \$0.00         | \$128,778.00   | 0%      | \$0.00           |
|          | EXPENSE TOTALS                            | \$128,778.00   | \$0.00        | \$0.00         | \$0.00         | \$128,778.00   | 0%      | \$0.00           |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT





# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                                  | Amended        | Current Month  | YTD            | YTD            | Budget - YTD   | % Used/ |                  |
|----------|--------------------------------------------------|----------------|----------------|----------------|----------------|----------------|---------|------------------|
| Account  | Account Description                              | Budget         | Transactions   | Encumbrances   | Transactions   | Transactions   | Rec'd   | Prior Year Total |
|          |                                                  |                |                |                |                |                |         |                  |
|          | Fund 0011 - Debt Service Totals                  |                |                |                |                |                |         |                  |
|          | REVENUE TOTALS                                   | 128,778.00     | 69,146.53      | .00            | 119,444.93     | 9,333.07       | 93%     | 19.02            |
|          | EXPENSE TOTALS                                   | 128,778.00     | .00            | .00            | .00            | 128,778.00     | 0%      | .00              |
|          | Fund 0011 - Debt Service Totals                  | \$0.00         | \$69,146.53    | \$0.00         | \$119,444.93   | (\$119,444.93) |         | \$19.02          |
|          | Fund 0012 - Capital Projects Reserve Fund        |                |                |                |                |                |         |                  |
|          | EXPENSE                                          |                |                |                |                |                |         |                  |
|          | Department 26 - Special Projects                 |                |                |                |                |                |         |                  |
|          | Capital Outlay                                   |                |                |                |                |                |         |                  |
| 900.903  | Sidewalk Program                                 | 75,000.00      | .00            | 71,950.00      | .00            | 3,050.00       | 96      | 68,652.07        |
| 900.904  | Street Re-Surfacing Program                      | 50,000.00      | 35,683.55      | 7,582.50       | 35,683.55      | 6,733.95       | 87      | 44,720.77        |
| 900.918  | Lader 27                                         | 200,000.00     | .00            | .00            | .00            | 200,000.00     | 0       | .00              |
| 900.3000 | Buildings & Improvements                         | 31,500.00      | 14,200.00      | .00            | 14,200.00      | 17,300.00      | 45      | .00              |
| 900.4100 | Vehicles                                         | 115,518.00     | 116,217.00     | .00            | 116,217.00     | (699.00)       | 101     | 130,629.00       |
| 900.4200 | Heavy Equipment                                  | 48,000.00      | .00            | .00            | .00            | 48,000.00      | 0       | .00              |
| 900.4300 | Other Equipment                                  | 191,817.00     | 26,195.15      | 85,479.72      | 69,893.55      | 36,443.73      | 81      | 238,847.87       |
| 900.6000 | Other Improvements                               | 21,700.00      | .00            | 6,468.00       | .00            | 15,232.00      | 30      | .00              |
| 900.9002 | Harborwalk Fire Protection                       | .00            | 108,639.54     | 193,869.46     | 108,639.54     | (302,509.00)   | +++     | .00              |
|          | Capital Outlay Totals                            | \$733,535.00   | \$300,935.24   | \$365,349.68   | \$344,633.64   | \$23,551.68    | 97%     | \$482,849.71     |
|          | Department 26 - Special Projects Totals          | \$733,535.00   | \$300,935.24   | \$365,349.68   | \$344,633.64   | \$23,551.68    | 97%     | \$482,849.71     |
|          | EXPENSE TOTALS                                   | \$733,535.00   | \$300,935.24   | \$365,349.68   | \$344,633.64   | \$23,551.68    | 97%     | \$482,849.71     |
|          |                                                  |                |                |                |                |                |         |                  |
|          | Fund 0012 - Capital Projects Reserve Fund Totals |                |                |                |                |                |         |                  |
|          | REVENUE TOTALS                                   | .00            | .00            | .00            | .00            | .00            | +++     | .00              |
|          | EXPENSE TOTALS                                   | 733,535.00     | 300,935.24     | 365,349.68     | 344,633.64     | 23,551.68      | 97%     | 482,849.71       |
|          | Fund 0012 - Capital Projects Reserve Fund Totals | (\$733,535.00) | (\$300,935.24) | (\$365,349.68) | (\$344,633.64) | (\$23,551.68)  |         | (\$482,849.71)   |
|          | Fund 0017 - Federal Grants                       |                |                |                |                |                |         |                  |
|          | REVENUE                                          |                |                |                |                |                |         |                  |
|          | Department 00 - Revenue                          |                |                |                |                |                |         |                  |
|          | Federal Grants                                   |                |                |                |                |                |         |                  |
| 331.000  | Federal Grants                                   | .00            | .00            | .00            | 340.00         | (340.00)       | +++     | .00              |
|          | Federal Grants Totals                            | \$0.00         | \$0.00         | \$0.00         | \$340.00       | (\$340.00)     | +++     | \$0.00           |
|          | City Funding                                     |                |                |                |                |                |         |                  |
| 331.069  | Match Revenue                                    | .00            | .00            | .00            | .00            | .00            | +++     | 46,858.48        |
|          | City Funding Totals                              | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         | +++     | \$46,858.48      |

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# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|         |                                          | Amended      | Current Month | YTD           | YTD          | Budget - YTD  | % Used/ |                  |
|---------|------------------------------------------|--------------|---------------|---------------|--------------|---------------|---------|------------------|
| Account | Account Description                      | Budget       | Transactions  | Encumbrances  | Transactions | Transactions  | Rec'd   | Prior Year Total |
|         | Department 00 - Revenue Totals           | \$0.00       | \$0.00        | \$0.00        | \$340.00     | (\$340.00)    | +++     | \$46,858.48      |
|         | REVENUE TOTALS                           | \$0.00       | \$0.00        | \$0.00        | \$340.00     | (\$340.00)    | +++     | \$46,858.48      |
|         | EXPENSE                                  |              |               |               |              |               |         |                  |
|         | Department 69 - Federal Grants           |              |               |               |              |               |         |                  |
|         | Other Services & Charges                 |              |               |               |              |               |         |                  |
| 686.191 | Contract Services/Studies                | .00          | 2,470.13      | 21,754.87     | 2,470.13     | (24,225.00)   | +++     | .00              |
|         | Other Services & Charges Totals          | \$0.00       | \$2,470.13    | \$21,754.87   | \$2,470.13   | (\$24,225.00) | +++     | \$0.00           |
|         | Department 69 - Federal Grants Totals    | \$0.00       | \$2,470.13    | \$21,754.87   | \$2,470.13   | (\$24,225.00) | +++     | \$0.00           |
|         | EXPENSE TOTALS                           | \$0.00       | \$2,470.13    | \$21,754.87   | \$2,470.13   | (\$24,225.00) | +++     | \$0.00           |
|         | Fund 0017 - Federal Grants Totals        |              |               |               |              |               |         |                  |
|         | REVENUE TOTALS                           | .00          | .00           | .00           | 340.00       | (340.00)      | +++     | 46,858.48        |
|         | EXPENSE TOTALS                           | .00          | 2,470.13      | 21,754.87     | 2,470.13     | (24,225.00)   | +++     | .00              |
|         | Fund 0017 - Federal Grants Totals        | \$0.00       | (\$2,470.13)  | (\$21,754.87) | (\$2,130.13) | \$23,885.00   |         | \$46,858.48      |
|         | Fund 0020 - State Accommodations Tax     |              |               |               |              |               |         |                  |
|         | REVENUE                                  |              |               |               |              |               |         |                  |
|         | Department 00 - Revenue                  |              |               |               |              |               |         |                  |
|         | State Shared                             |              |               |               |              |               |         |                  |
| 318.001 | Accommodations Tax                       | 105,000.00   | 24,656.89     | .00           | 63,046.68    | 41,953.32     | 60      | 122,491.13       |
|         | State Shared Totals                      | \$105,000.00 | \$24,656.89   | \$0.00        | \$63,046.68  | \$41,953.32   | 60%     | \$122,491.13     |
|         | Investment Earnings                      |              |               |               |              |               |         |                  |
| 361.001 | Investment Earnings                      | 175.00       | .00           | .00           | 328.05       | (153.05)      | 187     | 388.00           |
|         | Investment Earnings Totals               | \$175.00     | \$0.00        | \$0.00        | \$328.05     | (\$153.05)    | 187%    | \$388.00         |
|         | Department 00 - Revenue Totals           | \$105,175.00 | \$24,656.89   | \$0.00        | \$63,374.73  | \$41,800.27   | 60%     | \$122,879.13     |
|         | REVENUE TOTALS                           | \$105,175.00 | \$24,656.89   | \$0.00        | \$63,374.73  | \$41,800.27   | 60%     | \$122,879.13     |
|         | EXPENSE                                  |              |               |               |              |               |         |                  |
|         | Department 33 - State Accommodations Tax |              |               |               |              |               |         |                  |
|         | Other Services & Charges                 |              |               |               |              |               |         |                  |
| 620.114 | Advertising                              | 1,175.00     | .00           | .00           | .00          | 1,175.00      | 0       | 156.00           |
| 683.173 | Tourism Related                          | 51,000.00    | .00           | .00           | 16,765.21    | 34,234.79     | 33      | 62,270.44        |
| 683.174 | Tourism Advertise/Promote                | 24,000.00    | 7,397.07      | .00           | 11,414.01    | 12,585.99     | 48      | 29,247.34        |
|         | Other Services & Charges Totals          | \$76,175.00  | \$7,397.07    | \$0.00        | \$28,179.22  | \$47,995.78   | 37%     | \$91,673.78      |
|         | Other Objects                            |              |               |               |              |               |         |                  |
| 750.124 | Transfers to General Fund                | 29,000.00    | 1,232.84      | .00           | 26,902.33    | 2,097.67      | 93      | 29,874.56        |
|         | Other Objects Totals                     | \$29,000.00  | \$1,232.84    | \$0.00        | \$26,902.33  | \$2,097.67    | 93%     | \$29,874.56      |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|         |                                                 | Amended        | Current Month | YTD          | YTD          | Budget - YTD  | % Used/ |                  |
|---------|-------------------------------------------------|----------------|---------------|--------------|--------------|---------------|---------|------------------|
| Account | Account Description                             | Budget         | Transactions  | Encumbrances | Transactions | Transactions  | Rec'd   | Prior Year Total |
|         | Department 33 - State Accommodations Tax Totals | \$105,175.00   | \$8,629.91    | \$0.00       | \$55,081.55  | \$50,093.45   | 52%     | \$121,548.34     |
|         | EXPENSE TOTALS                                  | \$105,175.00   | \$8,629.91    | \$0.00       | \$55,081.55  | \$50,093.45   | 52%     | \$121,548.34     |
|         | Fund 0020 - State Accommodations Tax Totals     |                |               |              |              |               |         |                  |
|         | REVENUE TOTALS                                  | 105,175.00     | 24,656.89     | .00          | 63,374.73    | 41,800.27     | 60%     | 122,879.13       |
|         | EXPENSE TOTALS                                  | 105,175.00     | 8,629.91      | .00          | 55,081.55    | 50,093.45     | 52%     | 121,548.34       |
|         | Fund 0020 - State Accommodations Tax Totals     | \$0.00         | \$16,026.98   | \$0.00       | \$8,293.18   | (\$8,293.18)  |         | \$1,330.79       |
|         | Fund 0022 - Local Hospitality / ATax            |                |               |              |              |               |         |                  |
|         | REVENUE                                         |                |               |              |              |               |         |                  |
|         | Department 00 - Revenue                         |                |               |              |              |               |         |                  |
|         | Fees                                            |                |               |              |              |               |         |                  |
| 324.001 | Hospitality Fee                                 | 650,000.00     | 60,419.59     | .00          | 470,447.68   | 179,552.32    | 72      | 680,550.93       |
| 324.002 | Accommodation Fees                              | 190,000.00     | 9,301.94      | .00          | 124,999.10   | 65,000.90     | 66      | 202,021.25       |
|         | Fees Totals                                     | \$840,000.00   | \$69,721.53   | \$0.00       | \$595,446.78 | \$244,553.22  | 71%     | \$882,572.18     |
|         | Federal Grants                                  |                |               |              |              |               |         |                  |
| 331.000 | Federal Grants                                  | .00            | .00           | .00          | 12,600.00    | (12,600.00)   | +++     | 16,200.00        |
|         | Federal Grants Totals                           | \$0.00         | \$0.00        | \$0.00       | \$12,600.00  | (\$12,600.00) | +++     | \$16,200.00      |
|         | Investment Earnings                             |                |               |              |              |               |         |                  |
| 361.001 | Investment Earnings                             | 4,000.00       | .00           | .00          | 8,520.24     | (4,520.24)    | 213     | 10,198.83        |
|         | Investment Earnings Totals                      | \$4,000.00     | \$0.00        | \$0.00       | \$8,520.24   | (\$4,520.24)  | 213%    | \$10,198.83      |
|         | Miscellaneous                                   |                |               |              |              |               |         |                  |
| 367.001 | Operating Contributions                         | .00            | .00           | .00          | 35,000.00    | (35,000.00)   | +++     | (35,000.00)      |
| 369.002 | Miscellaneous Revenue                           | .00            | .00           | .00          | .00          | .00           | +++     | 61,899.12        |
|         | Miscellaneous Totals                            | \$0.00         | \$0.00        | \$0.00       | \$35,000.00  | (\$35,000.00) | +++     | \$26,899.12      |
|         | Operating Transfers In                          |                |               |              |              |               |         |                  |
| 394.002 | Transfer from fund balance                      | 328,944.00     | .00           | .00          | .00          | 328,944.00    | 0       | .00              |
|         | Operating Transfers In Totals                   | \$328,944.00   | \$0.00        | \$0.00       | \$0.00       | \$328,944.00  | 0%      | \$0.00           |
|         | Department 00 - Revenue Totals                  | \$1,172,944.00 | \$69,721.53   | \$0.00       | \$651,567.02 | \$521,376.98  | 56%     | \$935,870.13     |
|         | REVENUE TOTALS                                  | \$1,172,944.00 | \$69,721.53   | \$0.00       | \$651,567.02 | \$521,376.98  | 56%     | \$935,870.13     |
|         | EXPENSE                                         |                |               |              |              |               |         |                  |
|         | Department 08 - Winyah Auditorium               |                |               |              |              |               |         |                  |
|         | Other Services & Charges                        |                |               |              |              |               |         |                  |
| 650.127 | Electricity                                     | 4,910.00       | 292.46        | .00          | 5,773.18     | (863.18)      | 118     | 5,907.87         |
|         | Other Services & Charges Totals                 | \$4,910.00     | \$292.46      | \$0.00       | \$5,773.18   | (\$863.18)    | 118%    | \$5,907.87       |
|         | Other Objects                                   |                |               |              |              |               |         |                  |

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# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                             | Amended      | Current Month | YTD           | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------------------|--------------|---------------|---------------|--------------|--------------|---------|------------------|
| Account  | Account Description                         | Budget       | Transactions  | Encumbrances  | Transactions | Transactions | Rec'd   | Prior Year Total |
| 750.133  | Trsf to Winyah Aud Fund                     | .00          | .00           | .00           | .00          | .00          | +++     | 35,000.00        |
|          | Other Objects Totals                        | \$0.00       | \$0.00        | \$0.00        | \$0.00       | \$0.00       | +++     | \$35,000.00      |
|          | Department 08 - Winyah Auditorium Totals    | \$4,910.00   | \$292.46      | \$0.00        | \$5,773.18   | (\$863.18)   | 118%    | \$40,907.87      |
|          | Department 23 - Old Hospitality Fees        |              |               |               |              |              |         |                  |
|          | Other Services & Charges                    |              |               |               |              |              |         |                  |
| 685.182  | Other Operating Expenses                    | .00          | 367.73        | .00           | 1,115.26     | (1,115.26)   | +++     | 3,920.12         |
| 685.1871 | Way-finding project                         | .00          | .00           | .00           | .00          | .00          | +++     | 527.90           |
|          | Other Services & Charges Totals             | \$0.00       | \$367.73      | \$0.00        | \$1,115.26   | (\$1,115.26) | +++     | \$4,448.02       |
|          | Other Objects                               |              |               |               |              |              |         |                  |
| 750.124  | Transfers to General Fund                   | 108,000.00   | 9,000.00      | .00           | 72,000.00    | 36,000.00    | 67      | 108,000.00       |
|          | Other Objects Totals                        | \$108,000.00 | \$9,000.00    | \$0.00        | \$72,000.00  | \$36,000.00  | 67%     | \$108,000.00     |
|          | Capital Outlay                              |              |               |               |              |              |         |                  |
| 900.905  | Park Improvements                           | 400,000.00   | 8,580.00      | 48,525.00     | 46,725.00    | 304,750.00   | 24      | .00              |
|          | Capital Outlay Totals                       | \$400,000.00 | \$8,580.00    | \$48,525.00   | \$46,725.00  | \$304,750.00 | 24%     | \$0.00           |
|          | Department 23 - Old Hospitality Fees Totals | \$508,000.00 | \$17,947.73   | \$48,525.00   | \$119,840.26 | \$339,634.74 | 33%     | \$112,448.02     |
|          | Department 24 - New Hospitality Fees        |              |               |               |              |              |         |                  |
|          | Other Services & Charges                    |              |               |               |              |              |         |                  |
| 683.174  | Tourism Advertise/Promote                   | 59,582.00    | .00           | .00           | 29,164.89    | 30,417.11    | 49      | 13,365.34        |
| 685.180  | Membership Dues and Fees                    | 7,500.00     | 7,500.00      | .00           | 7,500.00     | .00          | 100     | 17,500.00        |
| 685.182  | Other Operating Expenses                    | .00          | 769.95        | 2,525.46      | 16,665.96    | (19,191.42)  | +++     | 35,856.40        |
| 685.187  | Special Projects                            | 32,000.00    | 1,948.94      | 5,851.06      | 14,812.97    | 11,335.97    | 65      | 22,125.90        |
| 685.1871 | Way-finding project                         | 8,500.00     | .00           | .00           | .00          | 8,500.00     | 0       | .00              |
| 686.195  | Repair/Maint Svc Contract                   | 12,000.00    | 1,674.00      | .00           | 12,018.00    | (18.00)      | 100     | 29,404.13        |
|          | Other Services & Charges Totals             | \$119,582.00 | \$11,892.89   | \$8,376.52    | \$80,161.82  | \$31,043.66  | 74%     | \$118,251.77     |
|          | Capital Outlay                              |              |               |               |              |              |         |                  |
| 900.905  | Park Improvements                           | 250,000.00   | 378.46        | (79,122.85)   | 180,206.02   | 148,916.83   | 40      | 216,406.77       |
| 900.4300 | Other Equipment                             | 52,900.00    | .00           | 15,189.00     | .00          | 37,711.00    | 29      | .00              |
|          | Capital Outlay Totals                       | \$302,900.00 | \$378.46      | (\$63,933.85) | \$180,206.02 | \$186,627.83 | 38%     | \$216,406.77     |
|          | Department 24 - New Hospitality Fees Totals | \$422,482.00 | \$12,271.35   | (\$55,557.33) | \$260,367.84 | \$217,671.49 | 48%     | \$334,658.54     |
|          | Department 29 - Kaminski House              |              |               |               |              |              |         |                  |
|          | Other Services & Charges                    |              |               |               |              |              |         |                  |
| 600.110  | SCMIRF Property/Liab Ins                    | 10,000.00    | 6,512.00      | .00           | 13,024.00    | (3,024.00)   | 130     | 13,024.00        |
| 650.127  | Electricity                                 | 2,446.00     | 208.27        | .00           | 1,428.35     | 1,017.65     | 58      | 2,391.41         |
| 650.1271 | Electricity- Sales Tax                      | 106.00       | 8.61          | .00           | 62.84        | 43.16        | 59      | 102.76           |
| 685.182  | Other Operating Expenses                    | 35,000.00    | .00           | .00           | 1,048.00     | 33,952.00    | 3       | 43.00            |



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16.J.4

|         |                                             | Amended         | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|---------|---------------------------------------------|-----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account | Account Description                         | Budget          | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 687.203 | Contract Services                           | 190,000.00      | .00           | .00          | 142,500.00     | 47,500.00      | 75      | 190,000.00       |
|         | Other Services & Charges Totals             | \$237,552.00    | \$6,728.88    | \$0.00       | \$158,063.19   | \$79,488.81    | 67%     | \$205,561.17     |
|         | Department 29 - Kaminski House Totals       | \$237,552.00    | \$6,728.88    | \$0.00       | \$158,063.19   | \$79,488.81    | 67%     | \$205,561.17     |
|         | EXPENSE TOTALS                              | \$1,172,944.00  | \$37,240.42   | (\$7,032.33) | \$544,044.47   | \$635,931.86   | 46%     | \$693,575.60     |
|         | Fund 0022 - Local Hospitality / ATax Totals |                 |               |              |                |                |         |                  |
|         | REVENUE TOTALS                              | 1,172,944.00    | 69,721.53     | .00          | 651,567.02     | 521,376.98     | 56%     | 935,870.13       |
|         | EXPENSE TOTALS                              | 1,172,944.00    | 37,240.42     | (7,032.33)   | 544,044.47     | 635,931.86     | 46%     | 693,575.60       |
|         | Fund 0022 - Local Hospitality / ATax Totals | \$0.00          | \$32,481.11   | \$7,032.33   | \$107,522.55   | (\$114,554.88) |         | \$242,294.53     |
|         | Fund 0030 - Electric Utility Fund           |                 |               |              |                |                |         |                  |
|         | REVENUE                                     |                 |               |              |                |                |         |                  |
|         | Department 00 - Revenue                     |                 |               |              |                |                |         |                  |
|         | Operating Revenues                          |                 |               |              |                |                |         |                  |
| 301.000 | Sale Of Utilities                           | 12,500,000.00   | 830,573.96    | .00          | 7,483,008.59   | 5,016,991.41   | 60      | 11,178,332.26    |
| 301.002 | New Turn Ons                                | 5,000.00        | 350.00        | .00          | 2,790.00       | 2,210.00       | 56      | 4,070.00         |
| 301.004 | Security Lights                             | 275,000.00      | 21,907.00     | .00          | 173,468.00     | 101,532.00     | 63      | 260,897.46       |
| 301.012 | Restores                                    | 9,000.00        | 5,887.77      | .00          | 53,295.82      | (44,295.82)    | 592     | 10,800.00        |
| 302.001 | Penalties                                   | 225,000.00      | 10,019.48     | .00          | 87,167.83      | 137,832.17     | 39      | 134,682.67       |
| 302.002 | Pole Rental                                 | 200,000.00      | (6,160.00)    | .00          | 186,230.00     | 13,770.00      | 93      | 199,787.37       |
| 302.003 | Fiber Rental                                | 32,000.00       | 3,521.00      | .00          | 33,168.00      | (1,168.00)     | 104     | 41,584.00        |
|         | Operating Revenues Totals                   | \$13,246,000.00 | \$866,099.21  | \$0.00       | \$8,019,128.24 | \$5,226,871.76 | 61%     | \$11,830,153.76  |
|         | Federal Grants                              |                 |               |              |                |                |         |                  |
| 335.004 | Fema Recovery                               | .00             | .00           | .00          | .00            | .00            | +++     | 23,431.57        |
|         | Federal Grants Totals                       | \$0.00          | \$0.00        | \$0.00       | \$0.00         | \$0.00         | +++     | \$23,431.57      |
|         | Investment Earnings                         |                 |               |              |                |                |         |                  |
| 306.001 | Investment Earnings                         | 16,000.00       | 3,622.15      | .00          | 27,384.55      | (11,384.55)    | 171     | 26,593.02        |
| 361.003 | Fv Chg In Investments                       | .00             | .00           | .00          | .00            | .00            | +++     | (9.31)           |
|         | Investment Earnings Totals                  | \$16,000.00     | \$3,622.15    | \$0.00       | \$27,384.55    | (\$11,384.55)  | 171%    | \$26,583.71      |
|         | Miscellaneous                               |                 |               |              |                |                |         |                  |
| 301.001 | Revenue from Energu Efficiency Program      | 45,000.00       | 5,494.98      | .00          | 30,982.01      | 14,017.99      | 69      | 44,892.12        |
| 307.002 | Sale Of Scrap                               | 700.00          | .00           | .00          | .00            | 700.00         | 0       | 337.10           |
| 369.002 | Miscellaneous Revenue                       | 3,000.00        | 317.25        | .00          | 1,101.75       | 1,898.25       | 37      | 2,903.76         |
|         | Miscellaneous Totals                        | \$48,700.00     | \$5,812.23    | \$0.00       | \$32,083.76    | \$16,616.24    | 66%     | \$48,132.98      |
|         | Operating Transfers In                      |                 |               |              |                |                |         |                  |
| 394.002 | Transfer from fund balance                  | (575,445.00)    | .00           | .00          | .00            | (575,445.00)   | 0       | .00              |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|         |                                  | Amended         | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|---------|----------------------------------|-----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account | Account Description              | Budget          | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
|         | Operating Transfers In Totals    | (\$575,445.00)  | \$0.00        | \$0.00       | \$0.00         | (\$575,445.00) | 0%      | \$0.00           |
|         | Department 00 - Revenue Totals   | \$12,735,255.00 | \$875,533.59  | \$0.00       | \$8,078,596.55 | \$4,656,658.45 | 63%     | \$11,928,302.02  |
|         | <b>REVENUE TOTALS</b>            | \$12,735,255.00 | \$875,533.59  | \$0.00       | \$8,078,596.55 | \$4,656,658.45 | 63%     | \$11,928,302.02  |
|         | <b>EXPENSE</b>                   |                 |               |              |                |                |         |                  |
|         | Department 19 - Electric         |                 |               |              |                |                |         |                  |
|         | Personal Services                |                 |               |              |                |                |         |                  |
| 400.101 | Regular Pay                      | 662,120.00      | 44,993.28     | .00          | 418,785.39     | 243,334.61     | 63      | 564,202.27       |
| 401.103 | Overtime                         | 25,000.00       | 839.25        | .00          | 28,922.14      | (3,922.14)     | 116     | 23,044.49        |
| 401.105 | On-call pay                      | .00             | 800.00        | .00          | 6,800.00       | (6,800.00)     | +++     | .00              |
| 401.106 | Contract Labor                   | 60,000.00       | .00           | .00          | .00            | 60,000.00      | 0       | 139,200.00       |
| 401.107 | Labor Billed                     | .00             | .00           | .00          | .00            | .00            | +++     | (1,792.83)       |
| 405.114 | FICA                             | 42,296.00       | 3,303.52      | .00          | 32,648.10      | 9,647.90       | 77      | 41,986.34        |
| 406.116 | Retirement                       | 67,077.00       | 5,270.30      | .00          | 51,768.76      | 15,308.24      | 77      | 63,082.63        |
| 408.125 | SCMIT Worker's Comp Ins.         | 29,000.00       | 12,000.79     | 12,000.79    | 29,450.88      | (12,451.67)    | 143     | 23,275.06        |
| 410.001 | Health Claims Cost               | 106,659.00      | 8,915.48      | .00          | 75,894.20      | 30,764.80      | 71      | 98,059.70        |
| 410.002 | Health Claim Costs-Retire        | 31,500.00       | 1,984.18      | .00          | 15,774.20      | 15,725.80      | 50      | 21,736.88        |
| 410.003 | OPEB cost                        | 10,000.00       | .00           | .00          | .00            | 10,000.00      | 0       | 11,175.65        |
|         | Personal Services Totals         | \$1,033,652.00  | \$78,106.80   | \$12,000.79  | \$660,043.67   | \$361,607.54   | 65%     | \$983,970.19     |
|         | Supplies                         |                 |               |              |                |                |         |                  |
| 500.101 | Supplies and Materials           | 17,300.00       | 1,083.68      | .00          | 15,854.19      | 1,445.81       | 92      | 96,549.12        |
| 500.102 | Equipment                        | 6,500.00        | 229.13        | .00          | 229.13         | 6,270.87       | 4       | .00              |
| 500.103 | Furniture                        | 1,000.00        | .00           | .00          | .00            | 1,000.00       | 0       | 229.57           |
| 500.105 | Printing and Binding             | 600.00          | .00           | .00          | .00            | 600.00         | 0       | .00              |
| 501.101 | Uniforms and Clothing            | 15,600.00       | 902.59        | .00          | 7,328.48       | 8,271.52       | 47      | 11,659.63        |
| 514.114 | Wire Expense                     | 8,000.00        | .00           | .00          | 1,890.27       | 6,109.73       | 24      | 7,737.29         |
| 514.115 | Christmas Decorations            | 9,000.00        | .00           | .00          | 14,469.52      | (5,469.52)     | 161     | 9,635.15         |
| 514.116 | Pole Line Hardware               | 8,000.00        | .00           | .00          | 1,188.89       | 6,811.11       | 15      | 7,964.67         |
| 514.117 | Poles & Crossarms                | 4,000.00        | .00           | .00          | 1,497.00       | 2,503.00       | 37      | 2,599.25         |
| 514.118 | Fuel for Peak Shaving Generation | 80,000.00       | .00           | 45,000.00    | 43,053.62      | (8,053.62)     | 110     | 75,767.30        |
| 515.121 | Safety Supplies                  | .00             | .00           | .00          | 266.43         | (266.43)       | +++     | .00              |
| 515.123 | Special Dept Supplies            | 14,000.00       | 1,763.74      | .00          | 9,824.97       | 4,175.03       | 70      | 13,105.35        |
| 521.128 | Meter Supplies                   | 48,000.00       | .00           | .00          | 4,669.07       | 43,330.93      | 10      | 85,349.87        |
| 523.133 | Street Light Supplies            | 21,000.00       | .00           | .00          | 13,581.13      | 7,418.87       | 65      | 15,754.55        |
| 531.143 | Security Lights                  | 18,000.00       | .00           | .00          | 3,978.70       | 14,021.30      | 22      | 23,828.41        |
| 531.145 | Transformer Supplies             | 8,000.00        | .00           | .00          | 966.21         | 7,033.79       | 12      | 22,384.77        |





# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                           | Amended        | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|----------|---------------------------|----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account  | Account Description       | Budget         | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 540.150  | Power Purchases           | 8,200,000.00   | 51,808.52     | .00          | 4,610,664.63   | 3,589,335.37   | 56      | 7,453,394.66     |
|          | Supplies Totals           | \$8,459,000.00 | \$55,787.66   | \$45,000.00  | \$4,729,462.24 | \$3,684,537.76 | 56%     | \$7,825,959.59   |
|          | Other Services & Charges  |                |               |              |                |                |         |                  |
| 540.153  | Energy Efficiency Program | 60,000.00      | .00           | .00          | 45,656.44      | 14,343.56      | 76      | 69,071.86        |
| 600.110  | SCMIRF Property/Liab Ins  | 250,000.00     | 126,012.19    | .00          | 246,036.87     | 3,963.13       | 98      | 231,194.40       |
| 610.111  | Communications- Landline  | 5,000.00       | 655.02        | .00          | 3,146.44       | 1,853.56       | 63      | 4,213.63         |
| 610.112  | Postage                   | 1,000.00       | 526.01        | .00          | 3,748.52       | (2,748.52)     | 375     | 1,530.06         |
| 610.1110 | Communications- Wireless  | 5,000.00       | 662.78        | .00          | 5,783.72       | (783.72)       | 116     | 8,141.99         |
| 620.114  | Advertising               | 600.00         | 78.00         | .00          | 395.25         | 204.75         | 66      | 137.07           |
| 640.124  | Travel Expense            | 5,300.00       | .00           | .00          | 1,529.29       | 3,770.71       | 29      | 3,550.91         |
| 650.127  | Electricity               | 18,203.00      | 2,243.55      | .00          | 14,640.84      | 3,562.16       | 80      | 21,034.33        |
| 650.128  | Water                     | 1,007.00       | 99.92         | .00          | 916.86         | 90.14          | 91      | 1,191.54         |
| 650.129  | Wastewater                | 1,406.00       | 138.80        | .00          | 1,262.68       | 143.32         | 90      | 1,655.88         |
| 650.130  | Sanitation                | 1,824.00       | 168.66        | .00          | 1,349.28       | 474.72         | 74      | 2,023.92         |
| 650.133  | Stormwater                | 469.00         | 43.38         | .00          | 347.04         | 121.96         | 74      | 520.56           |
| 650.134  | Security Lights           | 9,182.00       | 849.00        | .00          | 6,792.00       | 2,390.00       | 74      | 10,188.00        |
| 650.1271 | Electricity- Sales Tax    | 3,046.00       | 659.41        | .00          | 2,512.50       | 533.50         | 82      | 3,010.83         |
| 660.133  | Repairs & Maint. Services | 25,000.00      | 27.71         | .00          | 1,392.51       | 23,607.49      | 6       | 3,636.07         |
| 660.139  | Fleet Services Materials  | 16,000.00      | 456.35        | .00          | 9,563.06       | 6,436.94       | 60      | 17,636.23        |
| 660.140  | Hydraulic Repair          | 12,000.00      | .00           | .00          | 1,157.21       | 10,842.79      | 10      | 3,270.62         |
| 660.145  | Gasoline & Oil            | 17,000.00      | 1,438.37      | .00          | 9,247.42       | 7,752.58       | 54      | 16,445.31        |
| 660.1391 | Fleet Services Labor      | 20,000.00      | 2,881.36      | .00          | 14,193.41      | 5,806.59       | 71      | 22,624.75        |
| 662.140  | Building Repairs          | 2,000.00       | .00           | .00          | .00            | 2,000.00       | 0       | .00              |
| 663.145  | Sub-Station Maintenance   | 3,000.00       | .00           | .00          | 1,794.11       | 1,205.89       | 60      | .00              |
| 663.146  | Transformers Repairs      | 6,000.00       | 294.34        | .00          | 1,259.34       | 4,740.66       | 21      | 3,491.05         |
| 664.101  | Community Education       | 1,500.00       | .00           | .00          | .00            | 1,500.00       | 0       | .00              |
| 670.156  | Equipment Rental/Lease    | 3,800.00       | 124.29        | .00          | 1,625.67       | 2,174.33       | 43      | 3,162.23         |
| 670.157  | Equipment Lease           | 260,810.00     | 52,160.68     | 104,321.36   | 182,562.38     | (26,073.74)    | 110     | 313,050.39       |
| 682.170  | Infrared Test             | 800.00         | .00           | .00          | 565.00         | 235.00         | 71      | 565.00           |
| 682.171  | Safety Testing/Compliance | 3,500.00       | .00           | .00          | 494.33         | 3,005.67       | 14      | 1,595.69         |
| 682.172  | Ground Maint. Expenses    | 1,000.00       | .00           | .00          | .00            | 1,000.00       | 0       | .00              |
| 682.173  | Tree Crew Maintenance     | 14,000.00      | 638.09        | .00          | 4,672.37       | 9,327.63       | 33      | 13,507.00        |
| 685.180  | Membership Dues and Fees  | 16,915.00      | .00           | .00          | 15,492.80      | 1,422.20       | 92      | 16,042.99        |
| 685.182  | Other Operating Expenses  | 22,000.00      | 53,868.99     | .00          | 141,427.09     | (119,427.09)   | 643     | 23,559.59        |
| 685.183  | Depreciation              | 385,880.00     | 32,592.27     | .00          | 260,539.81     | 125,340.19     | 68      | 357,261.33       |





# Budget Performance Report

Fiscal Year to Date 02/28/17

|         |                                          | Amended                | Current Month       | YTD                   | YTD                   | Budget - YTD          | % Used/    |                        |
|---------|------------------------------------------|------------------------|---------------------|-----------------------|-----------------------|-----------------------|------------|------------------------|
| Account | Account Description                      | Budget                 | Transactions        | Encumbrances          | Transactions          | Transactions          | Rec'd      | Prior Year Total       |
|         | Other Services & Charges                 |                        |                     |                       |                       |                       |            |                        |
| 685.183 | Depreciation                             | 1,221.00               | 101.71              | .00                   | 813.68                | 407.32                | 67         | 1,220.51               |
|         | Other Services & Charges Totals          | \$1,221.00             | \$101.71            | \$0.00                | \$813.68              | \$407.32              | 67%        | \$1,220.51             |
|         | Department 36 - Fiber Optics Totals      | \$1,221.00             | \$101.71            | \$0.00                | \$813.68              | \$407.32              | 67%        | \$1,220.51             |
|         | <b>EXPENSE TOTALS</b>                    | <b>\$12,735,255.00</b> | <b>\$586,980.34</b> | <b>\$2,617,431.95</b> | <b>\$8,003,890.73</b> | <b>\$2,113,932.32</b> | <b>83%</b> | <b>\$11,964,253.98</b> |
|         | Fund 0030 - Electric Utility Fund Totals |                        |                     |                       |                       |                       |            |                        |
|         | <b>REVENUE TOTALS</b>                    | <b>12,735,255.00</b>   | <b>875,533.59</b>   | <b>.00</b>            | <b>8,078,596.55</b>   | <b>4,656,658.45</b>   | <b>63%</b> | <b>11,928,302.02</b>   |
|         | <b>EXPENSE TOTALS</b>                    | <b>12,735,255.00</b>   | <b>586,980.34</b>   | <b>2,617,431.95</b>   | <b>8,003,890.73</b>   | <b>2,113,932.32</b>   | <b>83%</b> | <b>11,964,253.98</b>   |
|         | Fund 0030 - Electric Utility Fund Totals | \$0.00                 | \$288,553.25        | (\$2,617,431.95)      | \$74,705.82           | \$2,542,726.13        |            | (\$35,951.96)          |
|         | Fund 0031 - Water Utility Fund           |                        |                     |                       |                       |                       |            |                        |
|         | <b>REVENUE</b>                           |                        |                     |                       |                       |                       |            |                        |
|         | Department 00 - Revenue                  |                        |                     |                       |                       |                       |            |                        |
|         | Operating Revenues                       |                        |                     |                       |                       |                       |            |                        |
| 301.000 | Sale Of Utilities                        | 1,825,000.00           | 149,756.58          | .00                   | 1,355,160.72          | 469,839.28            | 74         | 1,804,095.22           |
| 301.002 | New Turn Ons                             | 3,000.00               | 305.00              | .00                   | 2,420.00              | 580.00                | 81         | 3,355.00               |
| 301.006 | Sale Of Raw Water                        | .00                    | .00                 | .00                   | .00                   | .00                   | +++        | 5,651.83               |
| 301.009 | New Service Taps                         | 11,000.00              | 1,000.00            | .00                   | 8,000.00              | 3,000.00              | 73         | 10,038.01              |
| 301.013 | Meter Installation                       | 1,500.00               | 300.00              | .00                   | 1,050.00              | 450.00                | 70         | 1,350.00               |
| 302.001 | Penalties                                | 28,000.00              | 8,467.35            | .00                   | 25,523.61             | 2,476.39              | 91         | 28,340.84              |
|         | Operating Revenues Totals                | \$1,868,500.00         | \$159,828.93        | \$0.00                | \$1,392,154.33        | \$476,345.67          | 75%        | \$1,852,830.90         |
|         | Impact Fees                              |                        |                     |                       |                       |                       |            |                        |
| 324.020 | Water Impact Fee                         | 8,000.00               | 1,470.00            | .00                   | 4,220.00              | 3,780.00              | 53         | 6,050.00               |
|         | Impact Fees Totals                       | \$8,000.00             | \$1,470.00          | \$0.00                | \$4,220.00            | \$3,780.00            | 53%        | \$6,050.00             |
|         | Charges for Services                     |                        |                     |                       |                       |                       |            |                        |
| 324.007 | Fees- Services                           | 3,000.00               | .00                 | .00                   | .00                   | 3,000.00              | 0          | 2,617.10               |
|         | Charges for Services Totals              | \$3,000.00             | \$0.00              | \$0.00                | \$0.00                | \$3,000.00            | 0%         | \$2,617.10             |
|         | Federal Grants                           |                        |                     |                       |                       |                       |            |                        |
| 335.004 | Fema Recovery                            | .00                    | .00                 | .00                   | 5,521.49              | (5,521.49)            | +++        | 147.03                 |
|         | Federal Grants Totals                    | \$0.00                 | \$0.00              | \$0.00                | \$5,521.49            | (\$5,521.49)          | +++        | \$147.03               |
|         | Investment Earnings                      |                        |                     |                       |                       |                       |            |                        |
| 306.001 | Investment Earnings                      | 15,000.00              | 1,741.63            | .00                   | 13,790.06             | 1,209.94              | 92         | 25,945.88              |
|         | Investment Earnings Totals               | \$15,000.00            | \$1,741.63          | \$0.00                | \$13,790.06           | \$1,209.94            | 92%        | \$25,945.88            |
|         | Miscellaneous                            |                        |                     |                       |                       |                       |            |                        |
| 369.002 | Miscellaneous Revenue                    | 12,000.00              | 315.00              | .00                   | (712.25)              | 12,712.25             | -6         | 8,458.21               |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|         |                                    | Amended        | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|---------|------------------------------------|----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account | Account Description                | Budget         | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
|         | Miscellaneous Totals               | \$12,000.00    | \$315.00      | \$0.00       | (\$712.25)     | \$12,712.25    | -6%     | \$8,458.21       |
|         | Operating Transfers In             |                |               |              |                |                |         |                  |
| 394.002 | Transfer from fund balance         | 602,440.00     | .00           | .00          | .00            | 602,440.00     | 0       | .00              |
|         | Operating Transfers In Totals      | \$602,440.00   | \$0.00        | \$0.00       | \$0.00         | \$602,440.00   | 0%      | \$0.00           |
|         | Sale of Assets                     |                |               |              |                |                |         |                  |
| 391.001 | Sale of Assets                     | 500.00         | .00           | .00          | .00            | 500.00         | 0       | 56.25            |
|         | Sale of Assets Totals              | \$500.00       | \$0.00        | \$0.00       | \$0.00         | \$500.00       | 0%      | \$56.25          |
|         | Department 00 - Revenue Totals     | \$2,509,440.00 | \$163,355.56  | \$0.00       | \$1,414,973.63 | \$1,094,466.37 | 56%     | \$1,896,105.37   |
|         | REVENUE TOTALS                     | \$2,509,440.00 | \$163,355.56  | \$0.00       | \$1,414,973.63 | \$1,094,466.37 | 56%     | \$1,896,105.37   |
|         | EXPENSE                            |                |               |              |                |                |         |                  |
|         | Department 15 - Water Distribution |                |               |              |                |                |         |                  |
|         | Personal Services                  |                |               |              |                |                |         |                  |
| 400.101 | Regular Pay                        | 138,900.00     | 12,246.42     | .00          | 105,526.11     | 33,373.89      | 76      | 132,389.06       |
| 401.103 | Overtime                           | 14,000.00      | 316.58        | .00          | 10,358.37      | 3,641.63       | 74      | 17,936.10        |
| 401.105 | On-call pay                        | .00            | 400.00        | .00          | 3,400.00       | (3,400.00)     | +++     | .00              |
| 405.114 | FICA                               | 11,506.00      | 972.61        | .00          | 8,738.29       | 2,767.71       | 76      | 10,878.47        |
| 406.116 | Retirement                         | 17,908.00      | 1,520.12      | .00          | 13,661.51      | 4,246.49       | 76      | 16,192.99        |
| 408.125 | SCMIT Worker's Comp Ins.           | 6,000.00       | 2,384.36      | 2,384.36     | 5,851.40       | (2,235.76)     | 137     | 4,089.25         |
| 410.001 | Health Claims Cost                 | 19,447.00      | 1,340.62      | .00          | 12,608.96      | 6,838.04       | 65      | 16,374.76        |
| 410.002 | Health Claim Costs-Retire          | 13,350.00      | 996.46        | .00          | 7,926.80       | 5,423.20       | 59      | 8,060.88         |
| 410.003 | OPEB cost                          | 4,000.00       | .00           | .00          | .00            | 4,000.00       | 0       | 3,104.35         |
|         | Personal Services Totals           | \$225,111.00   | \$20,177.17   | \$2,384.36   | \$168,071.44   | \$54,655.20    | 76%     | \$209,025.86     |
|         | Supplies                           |                |               |              |                |                |         |                  |
| 500.101 | Supplies and Materials             | 5,260.00       | .00           | .00          | 1,562.44       | 3,697.56       | 30      | 4,501.86         |
| 500.102 | Equipment                          | 3,950.00       | .00           | .00          | 1,183.39       | 2,766.61       | 30      | 5,237.49         |
| 501.101 | Uniforms and Clothing              | 3,800.00       | 140.42        | .00          | 2,620.40       | 1,179.60       | 69      | 3,338.79         |
| 513.112 | Asphalt/Concrete/Gravel            | 27,650.00      | .00           | 20,910.50    | 8,781.83       | (2,042.33)     | 107     | 27,007.70        |
| 514.110 | Water Dist System Supply           | 32,750.00      | 2,181.87      | .00          | 21,711.48      | 11,038.52      | 66      | 45,618.05        |
| 515.121 | Safety Supplies                    | 300.00         | .00           | .00          | .00            | 300.00         | 0       | .00              |
| 523.136 | Hydrant Replacement                | 8,000.00       | .00           | .00          | 1,865.37       | 6,134.63       | 23      | 7,340.20         |
| 532.148 | Small Hand Tools                   | 865.00         | 344.91        | .00          | 344.91         | 520.09         | 40      | 358.10           |
|         | Supplies Totals                    | \$82,575.00    | \$2,667.20    | \$20,910.50  | \$38,069.82    | \$23,594.68    | 71%     | \$93,402.19      |
|         | Other Services & Charges           |                |               |              |                |                |         |                  |
| 515.129 | Permit Fees Due To Others          | 870.00         | .00           | .00          | 1,104.08       | (234.08)       | 127     | 593.79           |
| 600.110 | SCMIRF Property/Liab Ins           | 20,000.00      | 9,037.57      | .00          | 17,645.72      | 2,354.28       | 88      | 16,581.22        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|                                 |                            | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|---------------------------------|----------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account                         | Account Description        | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 610.112                         | Postage                    | 300.00       | 77.34         | .00          | 518.07       | (218.07)     | 173     | 61.72            |
| 610.1110                        | Communications- Wireless   | 720.00       | 53.89         | .00          | 366.16       | 353.84       | 51      | 609.64           |
| 620.114                         | Advertising                | 500.00       | .00           | .00          | 156.00       | 344.00       | 31      | 125.24           |
| 640.124                         | Travel Expense             | 1,230.00     | .00           | .00          | 384.82       | 845.18       | 31      | 1,886.64         |
| 650.127                         | Electricity                | 6,778.00     | 645.43        | .00          | 4,344.55     | 2,433.45     | 64      | 6,750.38         |
| 650.128                         | Water                      | 17,789.00    | 1,107.60      | .00          | 12,089.80    | 5,699.20     | 68      | 22,191.26        |
| 650.129                         | Wastewater                 | 15,378.00    | 961.87        | .00          | 10,510.00    | 4,868.00     | 68      | 17,312.88        |
| 650.130                         | Sanitation                 | 605.00       | 55.96         | .00          | 447.68       | 157.32       | 74      | 671.52           |
| 650.133                         | Stormwater                 | 2,659.00     | 245.83        | .00          | 1,966.64     | 692.36       | 74      | 2,949.96         |
| 650.1271                        | Electricity- Sales Tax     | 315.00       | 26.70         | .00          | 200.20       | 114.80       | 64      | 307.89           |
| 660.133                         | Repairs & Maint. Services  | 20,000.00    | 5,154.19      | .00          | 8,253.51     | 11,746.49    | 41      | 21,524.20        |
| 660.139                         | Fleet Services Materials   | 10,000.00    | 523.81        | .00          | 5,244.59     | 4,755.41     | 52      | 9,558.12         |
| 660.145                         | Gasoline & Oil             | 9,500.00     | 555.64        | .00          | 3,462.21     | 6,037.79     | 36      | 7,988.37         |
| 660.1391                        | Fleet Services Labor       | 9,000.00     | 1,057.42      | .00          | 5,640.34     | 3,359.66     | 63      | 7,972.90         |
| 670.156                         | Equipment Rental/Lease     | 560.00       | .00           | .00          | .00          | 560.00       | 0       | 87.75            |
| 685.180                         | Membership Dues and Fees   | 360.00       | .00           | .00          | .00          | 360.00       | 0       | 60.00            |
| 685.182                         | Other Operating Expenses   | 9,140.00     | 695.05        | .00          | 6,081.71     | 3,058.29     | 67      | 8,610.61         |
| 685.183                         | Depreciation               | 275,175.00   | 24,665.75     | .00          | 197,985.91   | 77,189.09    | 72      | 273,212.60       |
| 685.186                         | Training                   | 2,580.00     | 216.00        | .00          | 1,924.00     | 656.00       | 75      | 482.10           |
| 685.187                         | Special Projects           | 60,000.00    | .00           | .00          | .00          | 60,000.00    | 0       | 1,483.20         |
| 686.187                         | Professional Services      | 3,860.00     | .00           | .00          | 429.27       | 3,430.73     | 11      | 3,555.86         |
| 686.189                         | Employee Medical           | 360.00       | .00           | .00          | 60.00        | 300.00       | 17      | 275.00           |
| 686.191                         | Contract Services/Studies  | 2,040.00     | 163.04        | .00          | 1,583.99     | 456.01       | 78      | 1,869.28         |
| 686.195                         | Repair/Maint Svc Contract  | 2,520.00     | 204.19        | .00          | 1,429.27     | 1,090.73     | 57      | 2,665.83         |
| 686.199                         | Internal Engineering       | .00          | 1,331.71      | .00          | 9,798.19     | (9,798.19)   | +++     | 7,051.31         |
| 686.1895                        | Employee wellness services | 1,920.00     | 366.00        | .00          | 1,280.37     | 639.63       | 67      | 2,143.54         |
| 687.202                         | Utility Billing Services   | 7,000.00     | 71.35         | .00          | 5,359.88     | 1,640.12     | 77      | 5,958.92         |
| Other Services & Charges Totals |                            | \$481,159.00 | \$47,216.34   | \$0.00       | \$298,266.96 | \$182,892.04 | 62%     | \$424,541.73     |
| Other Objects                   |                            |              |               |              |              |              |         |                  |
| 702.106                         | Interest- Bonds            | 120,095.00   | 10,015.03     | .00          | 80,421.77    | 39,673.23    | 67      | 15,571.32        |
| 702.110                         | Bond Principal             | 297,920.00   | 44,366.77     | .00          | 159,439.30   | 138,480.70   | 54      | 290,379.64       |
| 703.109                         | Agents Fee                 | 3,000.00     | .00           | .00          | 2,862.50     | 137.50       | 95      | 1,343.75         |
| 720.001                         | Provision for Bad Debts    | 8,000.00     | 666.67        | .00          | 5,333.36     | 2,666.64     | 67      | 7,029.42         |
| 795.995                         | GF Cost Distribution       | 75,415.00    | 6,284.58      | .00          | 50,276.64    | 25,138.36    | 67      | 75,412.56        |
| 7999.9999                       | Principal Reclassified     | (297,920.00) | (39,038.67)   | .00          | (117,116.01) | (180,803.99) | 39      | (290,379.64)     |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|           |                                           | Amended        | Current Month | YTD           | YTD            | Budget - YTD   | % Used/ |                  |
|-----------|-------------------------------------------|----------------|---------------|---------------|----------------|----------------|---------|------------------|
| Account   | Account Description                       | Budget         | Transactions  | Encumbrances  | Transactions   | Transactions   | Rec'd   | Prior Year Total |
|           | Other Objects Totals                      | \$206,510.00   | \$22,294.38   | \$0.00        | \$181,217.56   | \$25,292.44    | 88%     | \$99,357.05      |
|           | Inter-Dept. Allocations                   |                |               |               |                |                |         |                  |
| 795.999   | Allocation G&A Services                   | 86,000.00      | 7,893.03      | .00           | 40,944.81      | 45,055.19      | 48      | 61,688.98        |
|           | Inter-Dept. Allocations Totals            | \$86,000.00    | \$7,893.03    | \$0.00        | \$40,944.81    | \$45,055.19    | 48%     | \$61,688.98      |
|           | Capital Outlay                            |                |               |               |                |                |         |                  |
| 900.906   | SCDOT US 17/521 Improvements              | .00            | .00           | (8,066.23)    | .00            | 8,066.23       | +++     | 601,758.01       |
| 900.907   | High Service Pumps & Drives               | .00            | .00           | (166,777.20)  | 135,641.20     | 31,136.00      | +++     | 33,222.80        |
| 900.908   | Maryville Water Line Improvements         | .00            | .00           | .00           | .00            | .00            | +++     | .00              |
| 900.915   | CIP Projects - Current Year               | .00            | .00           | .00           | .00            | .00            | +++     | .00              |
| 900.3500  | Water Distribution                        | 326,500.00     | 53,729.10     | 122,642.78    | 171,675.10     | 32,182.12      | 90      | 5,118.61         |
| 900.4300  | Other Equipment                           | 22,000.00      | .00           | .00           | .00            | 22,000.00      | 0       | .00              |
| 9999.9999 | Assets Reclassified                       | (353,000.00)   | .00           | .00           | 66,445.60      | (419,445.60)   | -19     | (640,099.42)     |
|           | Capital Outlay Totals                     | (\$4,500.00)   | \$53,729.10   | (\$52,200.65) | \$373,761.90   | (\$326,061.25) | -7146%  | \$0.00           |
|           | Department 15 - Water Distribution Totals | \$1,076,855.00 | \$153,977.22  | (\$28,905.79) | \$1,100,332.49 | \$5,428.30     | 99%     | \$888,015.81     |
|           | Department 16 - Filtration                |                |               |               |                |                |         |                  |
|           | Personal Services                         |                |               |               |                |                |         |                  |
| 400.101   | Regular Pay                               | 201,840.00     | 11,298.93     | .00           | 107,293.49     | 94,546.51      | 53      | 189,770.86       |
| 401.103   | Overtime                                  | 6,000.00       | (74.46)       | .00           | 7,319.15       | (1,319.15)     | 122     | 5,522.59         |
| 401.105   | On-call pay                               | .00            | 533.36        | .00           | 4,533.56       | (4,533.56)     | +++     | .00              |
| 405.114   | FICA                                      | 14,077.00      | 849.29        | .00           | 8,588.28       | 5,488.72       | 61      | 14,037.29        |
| 406.116   | Retirement                                | 21,810.00      | 1,359.80      | .00           | 13,295.80      | 8,514.20       | 61      | 20,919.35        |
| 408.125   | SCMIT Worker's Comp Ins.                  | 6,000.00       | 2,147.36      | 2,147.36      | 5,269.79       | (1,417.15)     | 124     | 3,682.79         |
| 410.001   | Health Claims Cost                        | 30,860.00      | 2,320.63      | .00           | 20,625.13      | 10,234.87      | 67      | 28,785.80        |
| 410.002   | Health Claim Costs-Retire                 | 11,650.00      | 862.58        | .00           | 6,853.00       | 4,797.00       | 59      | 9,491.66         |
| 410.003   | OPEB cost                                 | 5,000.00       | .00           | .00           | .00            | 5,000.00       | 0       | 4,346.09         |
|           | Personal Services Totals                  | \$297,237.00   | \$19,297.49   | \$2,147.36    | \$173,778.20   | \$121,311.44   | 59%     | \$276,556.43     |
|           | Supplies                                  |                |               |               |                |                |         |                  |
| 500.101   | Supplies and Materials                    | 2,500.00       | 363.91        | .00           | 2,069.71       | 430.29         | 83      | 4,095.29         |
| 500.102   | Equipment                                 | 1,200.00       | .00           | .00           | 1,497.64       | (297.64)       | 125     | 1,411.22         |
| 501.101   | Uniforms and Clothing                     | 3,300.00       | .00           | .00           | 1,323.15       | 1,976.85       | 40      | 1,389.24         |
| 512.108   | Chemicals                                 | 224,920.00     | 12,461.29     | 76,115.00     | 106,243.64     | 42,561.36      | 81      | 320,858.52       |
| 512.109   | Laboratory Supplies                       | 14,535.00      | 3,067.61      | 940.85        | 11,436.98      | 2,157.17       | 85      | 17,997.37        |
| 515.121   | Safety Supplies                           | 600.00         | .00           | .00           | 222.70         | 377.30         | 37      | 542.20           |
| 532.148   | Small Hand Tools                          | 490.00         | .00           | .00           | .00            | 490.00         | 0       | 791.90           |
| 540.151   | IP Raw Water Contract-Cty                 | 18,800.00      | 1,323.27      | .00           | 10,951.47      | 7,848.53       | 58      | 18,645.68        |





# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                 | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description             | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 540.152  | Raw Water Pump Maint.           | 44,000.00    | 4,494.60      | .00          | 35,587.11    | 8,412.89     | 81      | 45,211.63        |
| 540.157  | Treated Water Purchase          | 500.00       | 6.50          | .00          | 39.00        | 461.00       | 8       | 84.50            |
|          | Supplies Totals                 | \$310,845.00 | \$21,717.18   | \$77,055.85  | \$169,371.40 | \$64,417.75  | 79%     | \$411,027.55     |
|          | Other Services & Charges        |              |               |              |              |              |         |                  |
| 515.129  | Permit Fees Due To Others       | 22,000.00    | .00           | .00          | 20,183.00    | 1,817.00     | 92      | 20,183.00        |
| 600.110  | SCMIRF Property/Liab Ins        | 16,000.00    | 7,042.66      | .00          | 13,750.68    | 2,249.32     | 86      | 12,921.15        |
| 610.111  | Communications- Landline        | 1,200.00     | 112.89        | .00          | 735.63       | 464.37       | 61      | 1,157.31         |
| 610.112  | Postage                         | 2,000.00     | .00           | .00          | 11.34        | 1,988.66     | 1       | 68.64            |
| 610.1110 | Communications- Wireless        | 420.00       | 33.88         | .00          | 226.66       | 193.34       | 54      | 432.73           |
| 620.114  | Advertising                     | 1,000.00     | .00           | .00          | .00          | 1,000.00     | 0       | 435.50           |
| 640.124  | Travel Expense                  | 366.00       | .00           | .00          | 21.34        | 344.66       | 6       | 69.35            |
| 650.127  | Electricity                     | 79,845.00    | 7,167.92      | .00          | 57,137.76    | 22,707.24    | 72      | 85,197.16        |
| 650.130  | Sanitation                      | 813.00       | 75.20         | .00          | 601.60       | 211.40       | 74      | 902.40           |
| 650.134  | Security Lights                 | 1,428.00     | 132.00        | .00          | 1,056.00     | 372.00       | 74      | 1,584.00         |
| 650.1271 | Electricity- Sales Tax          | 102.00       | 8.56          | .00          | 75.24        | 26.76        | 74      | 108.22           |
| 660.133  | Repairs & Maint. Services       | 30,000.00    | 7,409.70      | 3,960.09     | 17,142.44    | 8,897.47     | 70      | 47,935.31        |
| 660.139  | Fleet Services Materials        | 5,500.00     | .00           | .00          | 1,028.85     | 4,471.15     | 19      | 4,403.43         |
| 660.145  | Gasoline & Oil                  | 1,400.00     | 36.77         | .00          | 484.85       | 915.15       | 35      | 1,116.02         |
| 660.1391 | Fleet Services Labor            | 2,500.00     | 170.60        | .00          | 1,642.86     | 857.14       | 66      | 2,482.30         |
| 664.101  | Community Education             | 500.00       | .00           | .00          | .00          | 500.00       | 0       | .00              |
| 670.156  | Equipment Rental/Lease          | 1,000.00     | 76.08         | .00          | 446.70       | 553.30       | 45      | 838.20           |
| 685.180  | Membership Dues and Fees        | 320.00       | .00           | .00          | 170.00       | 150.00       | 53      | 395.00           |
| 685.182  | Other Operating Expenses        | 500.00       | .00           | .00          | 1,593.76     | (1,093.76)   | 319     | .00              |
| 685.183  | Depreciation                    | 326,260.00   | 26,354.67     | .00          | 212,343.31   | 113,916.69   | 65      | 321,254.78       |
| 685.186  | Training                        | 2,950.00     | 666.00        | .00          | 666.00       | 2,284.00     | 23      | 731.00           |
| 686.187  | Professional Services           | 34,500.00    | .00           | .00          | 1,320.48     | 33,179.52    | 4       | 14,897.60        |
| 686.189  | Employee Medical                | 220.00       | .00           | .00          | .00          | 220.00       | 0       | 105.00           |
| 686.195  | Repair/Maint Svc Contract       | 9,060.00     | 204.21        | .00          | 2,152.87     | 6,907.13     | 24      | 3,634.39         |
| 686.199  | Internal Engineering            | .00          | 1,331.71      | .00          | 9,798.19     | (9,798.19)   | +++     | 7,051.31         |
| 686.1895 | Employee wellness services      | 1,680.00     | 388.96        | .00          | 1,212.44     | 467.56       | 72      | 2,050.11         |
|          | Other Services & Charges Totals | \$541,564.00 | \$51,211.81   | \$3,960.09   | \$343,802.00 | \$193,801.91 | 64%     | \$529,953.91     |
|          | Other Objects                   |              |               |              |              |              |         |                  |
| 795.995  | GF Cost Distribution            | 67,179.00    | 5,598.25      | .00          | 44,786.00    | 22,393.00    | 67      | 65,210.04        |
|          | Other Objects Totals            | \$67,179.00  | \$5,598.25    | \$0.00       | \$44,786.00  | \$22,393.00  | 67%     | \$65,210.04      |
|          | Inter-Dept. Allocations         |              |               |              |              |              |         |                  |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|           |                                          | Amended        | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|-----------|------------------------------------------|----------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account   | Account Description                      | Budget         | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 795.999   | Allocation G&A Services                  | 85,000.00      | 7,893.03      | .00          | 40,944.81    | 44,055.19    | 48      | 61,688.98        |
|           | Inter-Dept. Allocations Totals           | \$85,000.00    | \$7,893.03    | \$0.00       | \$40,944.81  | \$44,055.19  | 48%     | \$61,688.98      |
|           | Capital Outlay                           |                |               |              |              |              |         |                  |
| 900.915   | CIP Projects - Current Year              | .00            | .00           | .00          | .00          | .00          | +++     | .00              |
| 900.3300  | Water Filtration Plant                   | .00            | .00           | .00          | .00          | .00          | +++     | 24,734.00        |
| 900.4300  | Other Equipment                          | 70,000.00      | .00           | 2,470.38     | 23,330.28    | 44,199.34    | 37      | .00              |
| 9999.9999 | Assets Reclassified                      | (70,000.00)    | .00           | .00          | (23,330.28)  | (46,669.72)  | 33      | (24,734.00)      |
|           | Capital Outlay Totals                    | \$0.00         | \$0.00        | \$2,470.38   | \$0.00       | (\$2,470.38) | +++     | \$0.00           |
|           | Department 16 - Filtration Totals        | \$1,301,825.00 | \$105,717.76  | \$85,633.68  | \$772,682.41 | \$443,508.91 | 66%     | \$1,344,436.91   |
|           | Department 41 - General & Administrative |                |               |              |              |              |         |                  |
|           | Personal Services                        |                |               |              |              |              |         |                  |
| 400.101   | Regular Pay                              | 103,290.00     | 8,034.59      | .00          | 70,045.48    | 33,244.52    | 68      | 100,218.34       |
| 401.103   | Overtime                                 | 1,700.00       | .00           | .00          | (9.50)       | 1,709.50     | -1      | 1,773.38         |
| 405.114   | FICA                                     | 7,540.00       | 594.28        | .00          | 5,193.11     | 2,346.89     | 69      | 7,520.38         |
| 406.116   | Retirement                               | 11,650.00      | 919.66        | .00          | 8,070.61     | 3,579.39     | 69      | 11,097.32        |
| 408.125   | SCMIT Worker's Comp Ins.                 | 1,500.00       | 653.54        | 653.54       | 1,603.85     | (757.39)     | 150     | 1,288.94         |
| 410.001   | Health Claims Cost                       | 12,760.00      | 954.60        | .00          | 9,537.88     | 3,222.12     | 75      | 12,133.76        |
| 410.003   | OPEB cost                                | 5,000.00       | .00           | .00          | .00          | 5,000.00     | 0       | 1,862.61         |
|           | Personal Services Totals                 | \$143,440.00   | \$11,156.67   | \$653.54     | \$94,441.43  | \$48,345.03  | 66%     | \$135,894.73     |
|           | Supplies                                 |                |               |              |              |              |         |                  |
| 500.101   | Supplies and Materials                   | 4,380.00       | 460.83        | .00          | 3,309.38     | 1,070.62     | 76      | 4,630.45         |
| 500.102   | Equipment                                | 200.00         | .00           | .00          | .00          | 200.00       | 0       | 239.84           |
| 500.103   | Furniture                                | 400.00         | .00           | .00          | .00          | 400.00       | 0       | 688.72           |
| 501.101   | Uniforms and Clothing                    | 675.00         | .00           | .00          | 488.98       | 186.02       | 72      | 411.06           |
|           | Supplies Totals                          | \$5,655.00     | \$460.83      | \$0.00       | \$3,798.36   | \$1,856.64   | 67%     | \$5,970.07       |
|           | Other Services & Charges                 |                |               |              |              |              |         |                  |
| 600.110   | SCMIRF Property/Liab Ins                 | 35,000.00      | 14,508.48     | .00          | 28,327.58    | 6,672.42     | 81      | 26,618.68        |
| 610.111   | Communications- Landline                 | 4,080.00       | 676.61        | .00          | 3,126.58     | 953.42       | 77      | 4,102.71         |
| 610.112   | Postage                                  | 500.00         | .00           | .00          | 104.83       | 395.17       | 21      | 462.57           |
| 610.1110  | Communications- Wireless                 | 3,120.00       | 172.60        | .00          | 1,295.23     | 1,824.77     | 42      | 3,036.90         |
| 620.114   | Advertising                              | 500.00         | .00           | .00          | .00          | 500.00       | 0       | 253.50           |
| 640.124   | Travel Expense                           | 435.00         | 21.34         | .00          | 72.01        | 362.99       | 17      | .00              |
| 650.127   | Electricity                              | 2,134.00       | 215.64        | .00          | 1,683.56     | 450.44       | 79      | 2,328.37         |
| 650.128   | Water                                    | 853.00         | 31.68         | .00          | 313.19       | 539.81       | 37      | 819.16           |
| 650.129   | Wastewater                               | 610.00         | 18.92         | .00          | 157.84       | 452.16       | 26      | 512.16           |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                                 | Amended        | Current Month | YTD          | YTD            | Budget - YTD  | % Used/ |                  |
|----------|-------------------------------------------------|----------------|---------------|--------------|----------------|---------------|---------|------------------|
| Account  | Account Description                             | Budget         | Transactions  | Encumbrances | Transactions   | Transactions  | Rec'd   | Prior Year Total |
| 650.130  | Sanitation                                      | 425.00         | 39.33         | .00          | 314.64         | 110.36        | 74      | 471.96           |
| 650.133  | Stormwater                                      | 977.00         | 90.34         | .00          | 722.72         | 254.28        | 74      | 1,084.08         |
| 650.134  | Security Lights                                 | 573.00         | 53.00         | .00          | 424.00         | 149.00        | 74      | 636.00           |
| 650.1271 | Electricity- Sales Tax                          | 94.00          | 7.78          | .00          | 76.22          | 17.78         | 81      | 103.64           |
| 660.133  | Repairs & Maint. Services                       | 1,000.00       | .00           | .00          | 340.50         | 659.50        | 34      | 10,178.59        |
| 660.139  | Fleet Services Materials                        | 2,000.00       | .00           | .00          | 3,706.21       | (1,706.21)    | 185     | 2,022.03         |
| 660.145  | Gasoline & Oil                                  | 1,100.00       | 127.98        | .00          | 720.29         | 379.71        | 65      | 934.95           |
| 660.1391 | Fleet Services Labor                            | 2,000.00       | 209.34        | .00          | 1,388.56       | 611.44        | 69      | 1,959.86         |
| 662.140  | Building Repairs                                | .00            | .00           | .00          | .00            | .00           | +++     | 3,000.00         |
| 670.156  | Equipment Rental/Lease                          | 3,020.00       | 112.33        | .00          | 1,483.98       | 1,536.02      | 49      | 2,642.54         |
| 685.180  | Membership Dues and Fees                        | 1,350.00       | 225.00        | .00          | 1,110.00       | 240.00        | 82      | 1,004.00         |
| 685.182  | Other Operating Expenses                        | 1,000.00       | .00           | .00          | 155.64         | 844.36        | 16      | 1,024.94         |
| 685.183  | Depreciation                                    | 200.00         | 15.81         | .00          | 126.56         | 73.44         | 63      | 189.84           |
| 685.186  | Training                                        | 1,060.00       | 190.00        | .00          | 588.00         | 472.00        | 55      | 506.00           |
| 685.1801 | Subscriptions                                   | 100.00         | .00           | .00          | .00            | 100.00        | 0       | .00              |
| 686.187  | Professional Services                           | 25.00          | .00           | .00          | .00            | 25.00         | 0       | 23.28            |
| 686.189  | Employee Medical                                | 60.00          | .00           | .00          | 45.00          | 15.00         | 75      | 45.00            |
| 686.195  | Repair/Maint Svc Contract                       | 6,520.00       | 204.21        | .00          | 2,099.03       | 4,420.97      | 32      | 6,013.67         |
| 686.1895 | Employee wellness services                      | 480.00         | 355.32        | .00          | 605.95         | (125.95)      | 126     | 635.07           |
|          | Other Services & Charges Totals                 | \$69,216.00    | \$17,275.71   | \$0.00       | \$48,988.12    | \$20,227.88   | 71%     | \$70,609.50      |
|          | Other Objects                                   |                |               |              |                |               |         |                  |
| 795.001  | IT Internal Allocations                         | 80,000.00      | 11,044.45     | .00          | 62,253.72      | 17,746.28     | 78      | 101,532.26       |
|          | Other Objects Totals                            | \$80,000.00    | \$11,044.45   | \$0.00       | \$62,253.72    | \$17,746.28   | 78%     | \$101,532.26     |
|          | Inter-Dept. Allocations                         |                |               |              |                |               |         |                  |
| 795.999  | Allocation G&A Services                         | (298,311.00)   | (39,465.16)   | .00          | (204,723.99)   | (93,587.01)   | 69      | (308,444.88)     |
|          | Inter-Dept. Allocations Totals                  | (\$298,311.00) | (\$39,465.16) | \$0.00       | (\$204,723.99) | (\$93,587.01) | 69%     | (\$308,444.88)   |
|          | Department 41 - General & Administrative Totals | \$0.00         | \$472.50      | \$653.54     | \$4,757.64     | (\$5,411.18)  | +++     | \$5,561.68       |
|          | Department 42 - Engineering Services            |                |               |              |                |               |         |                  |
|          | Personal Services                               |                |               |              |                |               |         |                  |
| 400.101  | Regular Pay                                     | 127,000.00     | 9,608.20      | .00          | 71,569.15      | 55,430.85     | 56      | 46,880.07        |
| 405.114  | FICA                                            | 9,150.00       | 680.30        | .00          | 4,999.89       | 4,150.11      | 55      | 3,333.59         |
| 406.116  | Retirement                                      | 14,300.00      | 1,091.95      | .00          | 8,176.21       | 6,123.79      | 57      | 5,062.12         |
| 408.125  | SCMIT Worker's Comp Ins.                        | 500.00         | .00           | .00          | .00            | 500.00        | 0       | .00              |
| 410.001  | Health Claims Cost                              | 15,000.00      | 1,297.68      | .00          | 8,797.80       | 6,202.20      | 59      | 5,451.24         |
|          | Personal Services Totals                        | \$165,950.00   | \$12,678.13   | \$0.00       | \$93,543.05    | \$72,406.95   | 56%     | \$60,727.02      |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                             | Amended        | Current Month | YTD           | YTD            | Budget - YTD | % Used/ |                  |
|----------|---------------------------------------------|----------------|---------------|---------------|----------------|--------------|---------|------------------|
| Account  | Account Description                         | Budget         | Transactions  | Encumbrances  | Transactions   | Transactions | Rec'd   | Prior Year Total |
|          | Supplies                                    |                |               |               |                |              |         |                  |
| 500.101  | Supplies and Materials                      | 325.00         | .00           | .00           | 249.75         | 75.25        | 77      | 460.88           |
| 500.102  | Equipment                                   | 2,000.00       | .00           | .00           | 1,087.02       | 912.98       | 54      | 239.67           |
| 500.103  | Furniture                                   | 900.00         | .00           | .00           | .00            | 900.00       | 0       | .00              |
| 500.105  | Printing and Binding                        | 500.00         | .00           | .00           | 619.32         | (119.32)     | 124     | 392.69           |
| 501.101  | Uniforms and Clothing                       | 500.00         | .00           | .00           | 501.33         | (1.33)       | 100     | 260.21           |
| 515.121  | Safety Supplies                             | 200.00         | .00           | .00           | .00            | 200.00       | 0       | .00              |
| 515.124  | Department Supplies                         | 150.00         | .00           | .00           | .00            | 150.00       | 0       | .00              |
|          | Supplies Totals                             | \$4,575.00     | \$0.00        | \$0.00        | \$2,457.42     | \$2,117.58   | 54%     | \$1,353.45       |
|          | Other Services & Charges                    |                |               |               |                |              |         |                  |
| 610.112  | Postage                                     | 150.00         | .00           | .00           | 21.22          | 128.78       | 14      | 133.08           |
| 610.1110 | Communications- Wireless                    | 1,560.00       | .00           | .00           | .00            | 1,560.00     | 0       | .00              |
| 620.114  | Advertising                                 | 150.00         | .00           | .00           | .00            | 150.00       | 0       | .00              |
| 640.124  | Travel Expense                              | 925.00         | .00           | .00           | .00            | 925.00       | 0       | .00              |
| 685.180  | Membership Dues and Fees                    | 350.00         | .00           | .00           | .00            | 350.00       | 0       | 220.00           |
| 685.184  | Continuing Education                        | 600.00         | .00           | .00           | .00            | 600.00       | 0       | .00              |
| 685.186  | Training                                    | 900.00         | .00           | .00           | 50.00          | 850.00       | 6       | .00              |
| 686.187  | Professional Services                       | 10,000.00      | .00           | .00           | 1,306.47       | 8,693.53     | 13      | 8,079.57         |
| 686.189  | Employee Medical                            | 100.00         | .00           | .00           | .00            | 100.00       | 0       | .00              |
| 686.1895 | Employee wellness services                  | 500.00         | 638.93        | .00           | 638.93         | (138.93)     | 128     | .00              |
|          | Other Services & Charges Totals             | \$15,235.00    | \$638.93      | \$0.00        | \$2,016.62     | \$13,218.38  | 13%     | \$8,432.65       |
|          | Other Objects                               |                |               |               |                |              |         |                  |
| 735.122  | Services Billed                             | .00            | (13,317.06)   | .00           | (97,981.81)    | 97,981.81    | +++     | (70,513.12)      |
|          | Other Objects Totals                        | \$0.00         | (\$13,317.06) | \$0.00        | (\$97,981.81)  | \$97,981.81  | +++     | (\$70,513.12)    |
|          | Department 42 - Engineering Services Totals | \$185,760.00   | \$0.00        | \$0.00        | \$35.28        | \$185,724.72 | 0%      | \$0.00           |
|          | EXPENSE TOTALS                              | \$2,564,440.00 | \$260,167.48  | \$57,381.43   | \$1,877,807.82 | \$629,250.75 | 75%     | \$2,238,014.40   |
|          | Fund 0031 - Water Utility Fund Totals       |                |               |               |                |              |         |                  |
|          | REVENUE TOTALS                              | 2,509,440.00   | 163,355.56    | .00           | 1,414,973.63   | 1,094,466.37 | 56%     | 1,896,105.37     |
|          | EXPENSE TOTALS                              | 2,564,440.00   | 260,167.48    | 57,381.43     | 1,877,807.82   | 629,250.75   | 75%     | 2,238,014.40     |
|          | Fund 0031 - Water Utility Fund Totals       | (\$55,000.00)  | (\$96,811.92) | (\$57,381.43) | (\$462,834.19) | \$465,215.62 |         | (\$341,909.03)   |
|          | Fund 0032 - Wastewater Fund                 |                |               |               |                |              |         |                  |
|          | REVENUE                                     |                |               |               |                |              |         |                  |
|          | Department 00 - Revenue                     |                |               |               |                |              |         |                  |
|          | Operating Revenues                          |                |               |               |                |              |         |                  |



# Budget Performance Report

Fiscal Year to Date 02/28/17

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|         |                                        | Amended        | Current Month | YTD          | YTD            | Budget - YTD   | % Used/ |                  |
|---------|----------------------------------------|----------------|---------------|--------------|----------------|----------------|---------|------------------|
| Account | Account Description                    | Budget         | Transactions  | Encumbrances | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 301.000 | Sale Of Utilities                      | 2,200,000.00   | 175,792.12    | .00          | 1,568,633.00   | 631,367.00     | 71      | 2,060,070.00     |
| 301.002 | New Turn Ons                           | 3,500.00       | 280.00        | .00          | 2,275.00       | 1,225.00       | 65      | 3,155.00         |
| 301.009 | New Service Taps                       | 10,000.00      | .00           | .00          | 2,700.00       | 7,300.00       | 27      | 14,042.16        |
| 301.014 | Fixed Charges - Andrews                | 120,000.00     | 10,119.80     | .00          | 80,958.40      | 39,041.60      | 67      | 121,437.60       |
| 301.015 | Fixed Charges - GCWSD                  | 225,000.00     | 19,241.87     | .00          | 153,934.96     | 71,065.04      | 68      | 230,902.44       |
| 301.016 | Fixed Charges - COG                    | 300,000.00     | 27,651.27     | .00          | 221,210.16     | 78,789.84      | 74      | 331,815.24       |
| 301.017 | Volume Charges - Andrews               | 280,000.00     | 19,567.93     | .00          | 160,104.24     | 119,895.76     | 57      | 250,545.17       |
| 301.018 | Volume Charges - GCWSD                 | 350,000.00     | 32,678.84     | .00          | 154,265.37     | 195,734.63     | 44      | 357,834.62       |
| 301.019 | Volume Charges - COG                   | 1,025,000.00   | 94,494.15     | .00          | 671,446.41     | 353,553.59     | 66      | 1,269,021.54     |
| 301.026 | Fixed- Elim Georgetown                 | (300,000.00)   | (27,651.27)   | .00          | (221,210.16)   | (78,789.84)    | 74      | (331,815.24)     |
| 301.029 | Volume-Elim-Georgetown                 | (1,025,000.00) | (94,494.15)   | .00          | (671,446.41)   | (353,553.59)   | 66      | (1,269,021.54)   |
| 302.001 | Penalties                              | 35,000.00      | 10,963.56     | .00          | 31,855.32      | 3,144.68       | 91      | 34,038.49        |
| 303.006 | Septic Tank Dumping                    | 60,000.00      | 900.00        | .00          | 7,765.00       | 52,235.00      | 13      | 14,350.00        |
|         | Operating Revenues Totals              | \$3,283,500.00 | \$269,544.12  | \$0.00       | \$2,162,491.29 | \$1,121,008.71 | 66%     | \$3,086,375.48   |
|         | Impact Fees                            |                |               |              |                |                |         |                  |
| 324.017 | Wastewater Impact Fee                  | 19,000.00      | .00           | .00          | 2,550.00       | 16,450.00      | 13      | 18,600.00        |
|         | Impact Fees Totals                     | \$19,000.00    | \$0.00        | \$0.00       | \$2,550.00     | \$16,450.00    | 13%     | \$18,600.00      |
|         | Investment Earnings                    |                |               |              |                |                |         |                  |
| 306.001 | Investment Earnings                    | 3,000.00       | .00           | .00          | 3,110.28       | (110.28)       | 104     | 4,686.37         |
|         | Investment Earnings Totals             | \$3,000.00     | \$0.00        | \$0.00       | \$3,110.28     | (\$110.28)     | 104%    | \$4,686.37       |
|         | Miscellaneous                          |                |               |              |                |                |         |                  |
| 369.002 | Miscellaneous Revenue                  | 3,000.00       | .00           | .00          | (2,626.00)     | 5,626.00       | -88     | 6,586.36         |
|         | Miscellaneous Totals                   | \$3,000.00     | \$0.00        | \$0.00       | (\$2,626.00)   | \$5,626.00     | -88%    | \$6,586.36       |
|         | Operating Transfers In                 |                |               |              |                |                |         |                  |
| 394.002 | Transfer from fund balance             | (194,596.00)   | .00           | .00          | .00            | (194,596.00)   | 0       | .00              |
|         | Operating Transfers In Totals          | (\$194,596.00) | \$0.00        | \$0.00       | \$0.00         | (\$194,596.00) | 0%      | \$0.00           |
|         | Sale of Assets                         |                |               |              |                |                |         |                  |
| 391.001 | Sale of Assets                         | .00            | 7,025.00      | .00          | 7,025.00       | (7,025.00)     | +++     | .00              |
|         | Sale of Assets Totals                  | \$0.00         | \$7,025.00    | \$0.00       | \$7,025.00     | (\$7,025.00)   | +++     | \$0.00           |
|         | Department 00 - Revenue Totals         | \$3,113,904.00 | \$276,569.12  | \$0.00       | \$2,172,550.57 | \$941,353.43   | 70%     | \$3,116,248.21   |
|         | REVENUE TOTALS                         | \$3,113,904.00 | \$276,569.12  | \$0.00       | \$2,172,550.57 | \$941,353.43   | 70%     | \$3,116,248.21   |
|         | EXPENSE                                |                |               |              |                |                |         |                  |
|         | Department 18 - Wastewater Collections |                |               |              |                |                |         |                  |
|         | Personal Services                      |                |               |              |                |                |         |                  |
| 400.101 | Regular Pay                            | 253,350.00     | 13,209.91     | .00          | 130,900.35     | 122,449.65     | 52      | 239,630.14       |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|--------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description            | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 401.103  | Overtime                       | 12,000.00    | 231.67        | .00          | 10,378.85    | 1,621.15     | 86      | 19,115.63        |
| 401.105  | On-call pay                    | .00          | 233.32        | .00          | 3,133.22     | (3,133.22)   | +++     | .00              |
| 405.114  | FICA                           | 19,100.00    | 926.59        | .00          | 9,938.90     | 9,161.10     | 52      | 17,808.64        |
| 406.116  | Retirement                     | 29,300.00    | 1,539.11      | .00          | 16,042.90    | 13,257.10    | 55      | 27,306.01        |
| 408.125  | SCMIT Worker's Comp Ins.       | 6,500.00     | 6,478.07      | 4,781.69     | 12,263.44    | (10,545.13)  | 262     | 5,087.57         |
| 410.001  | Health Claims Cost             | 70,600.00    | 4,039.71      | .00          | 40,571.66    | 30,028.34    | 57      | 62,858.77        |
| 410.002  | Health Claim Costs-Retire      | 90.00        | .00           | .00          | .00          | 90.00        | 0       | 56.60            |
| 410.003  | OPEB cost                      | 3,000.00     | .00           | .00          | .00          | 3,000.00     | 0       | 3,104.35         |
|          | Personal Services Totals       | \$393,940.00 | \$26,658.38   | \$4,781.69   | \$223,229.32 | \$165,928.99 | 58%     | \$374,967.71     |
|          | Supplies                       |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials         | 8,200.00     | 476.25        | .00          | 4,174.75     | 4,025.25     | 51      | 6,886.92         |
| 500.102  | Equipment                      | 11,650.00    | 528.57        | .00          | 3,812.40     | 7,837.60     | 33      | 9,450.52         |
| 501.101  | Uniforms and Clothing          | 8,900.00     | 285.96        | .00          | 3,706.03     | 5,193.97     | 42      | 6,908.62         |
| 512.108  | Chemicals                      | 4,700.00     | .00           | .00          | .00          | 4,700.00     | 0       | 5,038.73         |
| 513.112  | Asphalt/Concrete/Gravel        | 20,600.00    | .00           | 19,049.50    | 22,101.74    | (20,551.24)  | 200     | 28,159.07        |
| 514.111  | WW Collection Syst Supply      | 6,400.00     | 196.28        | .00          | 3,724.60     | 2,675.40     | 58      | 7,458.16         |
| 515.121  | Safety Supplies                | 900.00       | .00           | .00          | .00          | 900.00       | 0       | 744.28           |
| 532.148  | Small Hand Tools               | 510.00       | .00           | .00          | 592.09       | (82.09)      | 116     | 29.91            |
| 532.1481 | Small Hand Tools - Maintenance | 850.00       | .00           | .00          | 218.33       | 631.67       | 26      | 1,128.71         |
|          | Supplies Totals                | \$62,710.00  | \$1,487.06    | \$19,049.50  | \$38,329.94  | \$5,330.56   | 91%     | \$65,804.92      |
|          | Other Services & Charges       |              |               |              |              |              |         |                  |
| 600.110  | SCMIRF Property/Liab Ins       | 36,000.00    | 15,475.71     | .00          | 30,216.09    | 5,783.91     | 84      | 30,313.54        |
| 610.112  | Postage                        | 500.00       | 70.02         | .00          | 469.05       | 30.95        | 94      | 133.98           |
| 610.1110 | Communications- Wireless       | 2,160.00     | 180.30        | .00          | 1,015.50     | 1,144.50     | 47      | 2,188.09         |
| 620.114  | Advertising                    | 500.00       | .00           | .00          | .00          | 500.00       | 0       | 124.46           |
| 640.124  | Travel Expense                 | 750.00       | .00           | .00          | 42.68        | 707.32       | 6       | 4,490.82         |
| 650.127  | Electricity                    | 66,445.00    | 5,446.27      | .00          | 47,234.71    | 19,210.29    | 71      | 69,499.42        |
| 650.133  | Stormwater                     | 628.00       | 58.05         | .00          | 464.40       | 163.60       | 74      | 696.60           |
| 650.134  | Security Lights                | 1,309.00     | 121.00        | .00          | 968.00       | 341.00       | 74      | 1,452.00         |
| 650.1271 | Electricity- Sales Tax         | 2,871.00     | 198.31        | .00          | 1,828.77     | 1,042.23     | 64      | 2,865.52         |
| 660.133  | Repairs & Maint. Services      | 60,000.00    | 4,318.26      | .00          | 33,629.65    | 26,370.35    | 56      | 110,770.02       |
| 660.139  | Fleet Services Materials       | 16,000.00    | 2,512.60      | .00          | 18,975.08    | (2,975.08)   | 119     | 14,651.92        |
| 660.145  | Gasoline & Oil                 | 20,000.00    | 1,450.04      | .00          | 8,866.23     | 11,133.77    | 44      | 17,538.08        |
| 660.1391 | Fleet Services Labor           | 24,000.00    | 3,378.49      | .00          | 17,376.71    | 6,623.29     | 72      | 22,815.45        |
| 670.156  | Equipment Rental/Lease         | 6,000.00     | .00           | .00          | 1,360.53     | 4,639.47     | 23      | 9,822.77         |







# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                           | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description       | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 400.101  | Regular Pay               | 222,900.00   | 20,297.95     | .00          | 184,903.99   | 37,996.01    | 83      | 237,930.09       |
| 401.103  | Overtime                  | 10,000.00    | 544.20        | .00          | 10,209.66    | (209.66)     | 102     | 9,195.09         |
| 401.105  | On-call pay               | .00          | 533.32        | .00          | 4,533.22     | (4,533.22)   | +++     | .00              |
| 405.114  | FICA                      | 16,200.00    | 1,490.68      | .00          | 13,986.86    | 2,213.14     | 86      | 17,266.46        |
| 406.116  | Retirement                | 24,900.00    | 2,438.94      | .00          | 22,505.91    | 2,394.09     | 90      | 26,460.44        |
| 408.125  | SCMIT Worker's Comp Ins.  | 2,000.00     | 861.82        | 861.82       | 2,114.97     | (976.79)     | 149     | 1,478.03         |
| 410.001  | Health Claims Cost        | 50,400.00    | 4,500.02      | .00          | 40,964.71    | 9,435.29     | 81      | 48,509.33        |
|          | Personal Services Totals  | \$326,400.00 | \$30,666.93   | \$861.82     | \$279,219.32 | \$46,318.86  | 86%     | \$340,839.44     |
|          | Supplies                  |              |               |              |              |              |         |                  |
| 500.101  | Supplies and Materials    | 5,500.00     | 499.88        | .00          | 4,623.59     | 876.41       | 84      | 7,979.33         |
| 500.102  | Equipment                 | 6,550.00     | .00           | .00          | 5,369.77     | 1,180.23     | 82      | 4,643.79         |
| 501.101  | Uniforms and Clothing     | 4,250.00     | 243.79        | .00          | 2,602.21     | 1,647.79     | 61      | 3,661.18         |
| 512.108  | Chemicals                 | 88,400.00    | 5,874.44      | 45,404.96    | 35,723.73    | 7,271.31     | 92      | 102,699.10       |
| 512.109  | Laboratory Supplies       | 18,000.00    | 977.74        | 2,500.00     | 9,401.81     | 6,098.19     | 66      | 19,059.05        |
| 515.121  | Safety Supplies           | 1,200.00     | .00           | .00          | 600.00       | 600.00       | 50      | 1,001.16         |
| 532.148  | Small Hand Tools          | 510.00       | .00           | .00          | .00          | 510.00       | 0       | 832.78           |
|          | Supplies Totals           | \$124,410.00 | \$7,595.85    | \$47,904.96  | \$58,321.11  | \$18,183.93  | 85%     | \$139,876.39     |
|          | Other Services & Charges  |              |               |              |              |              |         |                  |
| 515.129  | Permit Fees Due To Others | 8,100.00     | .00           | .00          | 7,527.37     | 572.63       | 93      | 8,077.37         |
| 600.110  | SCMIRF Property/Liab Ins  | 15,000.00    | 6,498.59      | .00          | 12,688.40    | 2,311.60     | 85      | 11,922.96        |
| 610.111  | Communications- Landline  | 2,520.00     | 466.33        | .00          | 1,764.67     | 755.33       | 70      | 2,200.81         |
| 610.112  | Postage                   | 500.00       | .00           | .00          | 42.92        | 457.08       | 9       | 102.82           |
| 610.1110 | Communications- Wireless  | 900.00       | 36.02         | .00          | 247.64       | 652.36       | 28      | 887.82           |
| 620.114  | Advertising               | 500.00       | .00           | .00          | .00          | 500.00       | 0       | 156.00           |
| 640.124  | Travel Expense            | 1,950.00     | .00           | .00          | .00          | 1,950.00     | 0       | 221.43           |
| 650.127  | Electricity               | 291,970.00   | 32,628.78     | .00          | 210,433.83   | 81,536.17    | 72      | 315,706.80       |
| 650.128  | Water                     | 1,432.00     | 74.17         | .00          | 590.86       | 841.14       | 41      | 1,305.04         |
| 650.130  | Sanitation                | 2,835.00     | 262.13        | .00          | 2,097.04     | 737.96       | 74      | 3,145.56         |
| 650.133  | Stormwater                | 824.00       | 76.21         | .00          | 609.68       | 214.32       | 74      | 914.52           |
| 650.134  | Security Lights           | 3,753.00     | 347.00        | .00          | 2,776.00     | 977.00       | 74      | 4,164.00         |
| 650.1271 | Electricity- Sales Tax    | 13,731.00    | 1,685.47      | .00          | 9,749.27     | 3,981.73     | 71      | 14,187.35        |
| 660.133  | Repairs & Maint. Services | 211,000.00   | 11,320.39     | 4,500.00     | 151,889.97   | 54,610.03    | 74      | 118,054.75       |
| 660.139  | Fleet Services Materials  | 5,000.00     | .00           | .00          | 2,254.46     | 2,745.54     | 45      | 4,181.32         |
| 660.145  | Gasoline & Oil            | 4,600.00     | 84.74         | .00          | 736.20       | 3,863.80     | 16      | 3,408.53         |
| 660.1391 | Fleet Services Labor      | 3,200.00     | 110.25        | .00          | 1,202.28     | 1,997.72     | 38      | 2,455.70         |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|           |                                          | Amended        | Current Month | YTD              | YTD            | Budget - YTD     | % Used/ |                  |
|-----------|------------------------------------------|----------------|---------------|------------------|----------------|------------------|---------|------------------|
| Account   | Account Description                      | Budget         | Transactions  | Encumbrances     | Transactions   | Transactions     | Rec'd   | Prior Year Total |
| 670.156   | Equipment Rental/Lease                   | 3,820.00       | 410.82        | .00              | 1,888.23       | 1,931.77         | 49      | 3,062.69         |
| 685.180   | Membership Dues and Fees                 | 385.00         | .00           | .00              | 140.00         | 245.00           | 36      | 320.00           |
| 685.182   | Other Operating Expenses                 | 2,000.00       | 5,266.66      | .00              | 17,138.79      | (15,138.79)      | 857     | 1,548.00         |
| 685.186   | Training                                 | 1,830.00       | .00           | .00              | 255.00         | 1,575.00         | 14      | 1,724.88         |
| 685.190   | Landfill Fees                            | 42,120.00      | 3,100.95      | .00              | 5,889.49       | 36,230.51        | 14      | 27,986.11        |
| 686.186   | Legal Services                           | 1,000.00       | .00           | .00              | .00            | 1,000.00         | 0       | .00              |
| 686.187   | Professional Services                    | 62,810.00      | 4,885.85      | 4,925.00         | 46,662.59      | 11,222.41        | 82      | 61,515.88        |
| 686.189   | Employee Medical                         | 400.00         | .00           | .00              | .00            | 400.00           | 0       | 170.00           |
| 686.195   | Repair/Maint Svc Contract                | 4,740.00       | 204.09        | .00              | 2,617.29       | 2,122.71         | 55      | 4,107.51         |
| 686.199   | Internal Engineering                     | .00            | 2,663.41      | .00              | 19,596.35      | (19,596.35)      | +++     | 14,102.62        |
| 686.1895  | Employee wellness services               | 820.00         | 612.73        | .00              | 943.21         | (123.21)         | 115     | 985.30           |
|           | Other Services & Charges Totals          | \$687,740.00   | \$70,734.59   | \$9,425.00       | \$499,741.54   | \$178,573.46     | 74%     | \$606,615.77     |
|           | Other Objects                            |                |               |                  |                |                  |         |                  |
| 702.106   | Interest- Bonds                          | 231,240.00     | 18,719.68     | .00              | 149,757.42     | 81,482.58        | 65      | 4,542.64         |
| 702.110   | Bond Principal                           | 544,746.00     | 87,628.00     | .00              | 262,884.00     | 281,862.00       | 48      | 513,311.88       |
| 703.109   | Agents Fee                               | 4,500.00       | .00           | .00              | 2,862.50       | 1,637.50         | 64      | 5,843.75         |
| 795.995   | GF Cost Distribution                     | 46,500.00      | 3,875.00      | .00              | 31,000.00      | 15,500.00        | 67      | 46,393.44        |
| 7999.9999 | Principal Reclassified                   | (544,746.00)   | (87,628.00)   | .00              | (262,884.00)   | (281,862.00)     | 48      | (513,311.88)     |
|           | Other Objects Totals                     | \$282,240.00   | \$22,594.68   | \$0.00           | \$183,619.92   | \$98,620.08      | 65%     | \$56,779.83      |
|           | Inter-Dept. Allocations                  |                |               |                  |                |                  |         |                  |
| 795.999   | Allocation G&A Services                  | 107,590.00     | 9,866.29      | .00              | 51,181.01      | 56,408.99        | 48      | 77,111.22        |
|           | Inter-Dept. Allocations Totals           | \$107,590.00   | \$9,866.29    | \$0.00           | \$51,181.01    | \$56,408.99      | 48%     | \$77,111.22      |
|           | Capital Outlay                           |                |               |                  |                |                  |         |                  |
| 900.909   | Headworks Modifications - Phase I        | .00            | .00           | (15,923.00)      | 15,923.00      | .00              | +++     | 731,596.09       |
| 900.910   | SBR Reactor #3 Modifications             | 1,195,000.00   | 12,054.89     | (1,268,299.32)   | 1,350,141.48   | 1,113,157.84     | 7       | 543,644.59       |
| 900.915   | CIP Projects - Current Year              | .00            | .00           | .00              | .00            | .00              | +++     | .00              |
| 9999.9999 | Assets Reclassified                      | (1,195,000.00) | .00           | .00              | 1,641,105.70   | (2,836,105.70)   | -137    | (1,269,571.48)   |
|           | Capital Outlay Totals                    | \$0.00         | \$12,054.89   | (\$1,284,222.32) | \$3,007,170.18 | (\$1,722,947.86) | +++     | \$5,669.20       |
|           | Sub Department 17 - Wastewater Treatment |                |               |                  |                |                  |         |                  |
|           | Personal Services                        |                |               |                  |                |                  |         |                  |
| 410.003   | OPEB cost                                | 2,000.00       | .00           | .00              | .00            | 2,000.00         | 0       | 4,966.96         |
|           | Personal Services Totals                 | \$2,000.00     | \$0.00        | \$0.00           | \$0.00         | \$2,000.00       | 0%      | \$4,966.96       |
|           | Other Services & Charges                 |                |               |                  |                |                  |         |                  |
| 685.183   | Depreciation                             | 543,215.00     | 43,916.57     | .00              | 354,148.10     | 189,066.90       | 65      | 533,700.65       |
|           | Other Services & Charges Totals          | \$543,215.00   | \$43,916.57   | \$0.00           | \$354,148.10   | \$189,066.90     | 65%     | \$533,700.65     |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|         |                                                  | Amended        | Current Month | YTD              | YTD              | Budget - YTD     | % Used/ |                  |
|---------|--------------------------------------------------|----------------|---------------|------------------|------------------|------------------|---------|------------------|
| Account | Account Description                              | Budget         | Transactions  | Encumbrances     | Transactions     | Transactions     | Rec'd   | Prior Year Total |
|         | Sub Department 17 - Wastewater Treatment Totals  | \$545,215.00   | \$43,916.57   | \$0.00           | \$354,148.10     | \$191,066.90     | 65%     | \$538,667.61     |
|         | Department 34 - Regional Wastewater Plant Totals | \$2,073,595.00 | \$197,429.80  | (\$1,226,030.54) | \$4,433,401.18   | (\$1,133,775.64) | 155%    | \$1,765,559.46   |
|         | EXPENSE TOTALS                                   | \$3,238,904.00 | \$302,686.62  | (\$1,128,795.12) | \$5,195,974.78   | (\$828,275.66)   | 126%    | \$2,949,822.11   |
|         | Fund 0032 - Wastewater Fund Totals               |                |               |                  |                  |                  |         |                  |
|         | REVENUE TOTALS                                   | 3,113,904.00   | 276,569.12    | .00              | 2,172,550.57     | 941,353.43       | 70%     | 3,116,248.21     |
|         | EXPENSE TOTALS                                   | 3,238,904.00   | 302,686.62    | (1,128,795.12)   | 5,195,974.78     | (828,275.66)     | 126%    | 2,949,822.11     |
|         | Fund 0032 - Wastewater Fund Totals               | (\$125,000.00) | (\$26,117.50) | \$1,128,795.12   | (\$3,023,424.21) | \$1,769,629.09   |         | \$166,426.10     |
|         | Fund 0033 - Stormwater Utility Fund              |                |               |                  |                  |                  |         |                  |
|         | REVENUE                                          |                |               |                  |                  |                  |         |                  |
|         | Department 00 - Revenue                          |                |               |                  |                  |                  |         |                  |
|         | Operating Revenues                               |                |               |                  |                  |                  |         |                  |
| 301.000 | Sale Of Utilities                                | 500,000.00     | 40,653.95     | .00              | 326,603.72       | 173,396.28       | 65      | 491,262.64       |
| 302.001 | Penalties                                        | 6,000.00       | 524.94        | .00              | 4,255.79         | 1,744.21         | 71      | 6,613.56         |
|         | Operating Revenues Totals                        | \$506,000.00   | \$41,178.89   | \$0.00           | \$330,859.51     | \$175,140.49     | 65%     | \$497,876.20     |
|         | Investment Earnings                              |                |               |                  |                  |                  |         |                  |
| 361.001 | Investment Earnings                              | 3,500.00       | .00           | .00              | 5,559.43         | (2,059.43)       | 159     | 8,477.93         |
|         | Investment Earnings Totals                       | \$3,500.00     | \$0.00        | \$0.00           | \$5,559.43       | (\$2,059.43)     | 159%    | \$8,477.93       |
|         | Miscellaneous                                    |                |               |                  |                  |                  |         |                  |
| 369.002 | Miscellaneous Revenue                            | .00            | .00           | .00              | .00              | .00              | +++     | .07              |
|         | Miscellaneous Totals                             | \$0.00         | \$0.00        | \$0.00           | \$0.00           | \$0.00           | +++     | \$0.07           |
|         | Capital Contributions                            |                |               |                  |                  |                  |         |                  |
| 371.002 | Capital Contrib-Grants                           | .00            | 3,200.00      | .00              | 13,000.00        | (13,000.00)      | +++     | 19,800.00        |
|         | Capital Contributions Totals                     | \$0.00         | \$3,200.00    | \$0.00           | \$13,000.00      | (\$13,000.00)    | +++     | \$19,800.00      |
|         | Operating Transfers In                           |                |               |                  |                  |                  |         |                  |
| 394.002 | Transfer from fund balance                       | 402,311.00     | .00           | .00              | .00              | 402,311.00       | 0       | .00              |
|         | Operating Transfers In Totals                    | \$402,311.00   | \$0.00        | \$0.00           | \$0.00           | \$402,311.00     | 0%      | \$0.00           |
|         | Department 00 - Revenue Totals                   | \$911,811.00   | \$44,378.89   | \$0.00           | \$349,418.94     | \$562,392.06     | 38%     | \$526,154.20     |
|         | REVENUE TOTALS                                   | \$911,811.00   | \$44,378.89   | \$0.00           | \$349,418.94     | \$562,392.06     | 38%     | \$526,154.20     |
|         | EXPENSE                                          |                |               |                  |                  |                  |         |                  |
|         | Department 40 - Storm Water Utility Exp.         |                |               |                  |                  |                  |         |                  |
|         | Personal Services                                |                |               |                  |                  |                  |         |                  |
| 400.101 | Regular Pay                                      | 197,400.00     | 15,570.32     | .00              | 139,763.81       | 57,636.19        | 71      | 187,633.65       |
| 401.103 | Overtime                                         | 6,000.00       | 77.49         | .00              | 6,464.43         | (464.43)         | 108     | 12,802.92        |
| 401.105 | On-call pay                                      | .00            | 300.00        | .00              | 1,400.00         | (1,400.00)       | +++     | .00              |





# Budget Performance Report

Fiscal Year to Date 02/28/17

|           |                                                 | Amended        | Current Month | YTD           | YTD            | Budget - YTD   | % Used/ |                  |
|-----------|-------------------------------------------------|----------------|---------------|---------------|----------------|----------------|---------|------------------|
| Account   | Account Description                             | Budget         | Transactions  | Encumbrances  | Transactions   | Transactions   | Rec'd   | Prior Year Total |
| 685.183   | Depreciation                                    | 411,050.00     | 34,626.67     | .00           | 273,521.10     | 137,528.90     | 67      | 396,896.42       |
| 685.186   | Training                                        | 150.00         | .00           | .00           | 74.00          | 76.00          | 49      | 51.00            |
| 686.187   | Professional Services                           | 2,500.00       | 185.85        | .00           | 185.85         | 2,314.15       | 7       | 2,312.39         |
| 686.189   | Employee Medical                                | 300.00         | .00           | .00           | .00            | 300.00         | 0       | 559.00           |
| 686.195   | Repair/Maint Svc Contract                       | 3,370.00       | 204.09        | .00           | 2,231.30       | 1,138.70       | 66      | 2,456.31         |
| 686.199   | Internal Engineering                            | .00            | 2,663.41      | .00           | 19,596.35      | (19,596.35)    | +++     | 14,102.62        |
| 686.1895  | Employee wellness services                      | 2,100.00       | 581.60        | .00           | 1,625.40       | 474.60         | 77      | 2,553.98         |
| 687.202   | Utility Billing Services                        | 2,200.00       | 22.28         | .00           | 1,673.38       | 526.62         | 76      | 1,860.44         |
| 687.203   | Contract Services                               | 2,000.00       | .00           | .00           | .00            | 2,000.00       | 0       | 1,824.00         |
|           | Other Services & Charges Totals                 | \$498,861.00   | \$51,506.54   | \$0.00        | \$356,623.92   | \$142,237.08   | 71%     | \$495,701.07     |
|           | Other Objects                                   |                |               |               |                |                |         |                  |
| 720.001   | Provision for Bad Debts                         | 1,400.00       | 116.67        | .00           | 933.36         | 466.64         | 67      | 1,579.23         |
| 795.995   | GF Cost Distribution                            | 42,000.00      | 3,500.00      | .00           | 28,000.00      | 14,000.00      | 67      | 41,360.52        |
|           | Other Objects Totals                            | \$43,400.00    | \$3,616.67    | \$0.00        | \$28,933.36    | \$14,466.64    | 67%     | \$42,939.75      |
|           | Inter-Dept. Allocations                         |                |               |               |                |                |         |                  |
| 795.999   | Allocation G&A Services                         | 30,000.00      | 3,946.52      | .00           | 20,472.35      | 9,527.65       | 68      | 30,844.41        |
|           | Inter-Dept. Allocations Totals                  | \$30,000.00    | \$3,946.52    | \$0.00        | \$20,472.35    | \$9,527.65     | 68%     | \$30,844.41      |
|           | Capital Outlay                                  |                |               |               |                |                |         |                  |
| 900.912   | Oakley Street Improvements                      | .00            | .00           | .00           | .00            | .00            | +++     | 13,122.51        |
| 900.915   | CIP Projects - Current Year                     | .00            | .00           | .00           | .00            | .00            | +++     | .00              |
| 900.1000  | Infrastructure Improvemts                       | 1,527,300.00   | 6,678.75      | (7,170.44)    | 21,375.28      | 1,513,095.16   | 1       | 68,585.82        |
| 900.4100  | Vehicles                                        | .00            | .00           | .00           | .00            | .00            | +++     | 21,847.00        |
| 900.4200  | Heavy Equipment                                 | 225,000.00     | .00           | .00           | 185,211.49     | 39,788.51      | 82      | .00              |
| 900.4300  | Other Equipment                                 | .00            | .00           | .00           | .00            | .00            | +++     | 23,448.41        |
| 950.962   | Drainage Improvements                           | .00            | 80.00         | (3,122.50)    | 3,122.50       | .00            | +++     | 27,187.50        |
| 9999.9999 | Assets Reclassified                             | (1,752,300.00) | .00           | .00           | (186,528.02)   | (1,565,771.98) | 11      | (154,191.24)     |
|           | Capital Outlay Totals                           | \$0.00         | \$6,758.75    | (\$10,292.94) | \$23,181.25    | (\$12,888.31)  | +++     | \$0.00           |
|           | Department 40 - Storm Water Utility Exp. Totals | \$911,811.00   | \$93,739.01   | (\$7,571.04)  | \$666,594.98   | \$252,787.06   | 72%     | \$888,677.21     |
|           | EXPENSE TOTALS                                  | \$911,811.00   | \$93,739.01   | (\$7,571.04)  | \$666,594.98   | \$252,787.06   | 72%     | \$888,677.21     |
|           | Fund 0033 - Stormwater Utility Fund Totals      |                |               |               |                |                |         |                  |
|           | REVENUE TOTALS                                  | 911,811.00     | 44,378.89     | .00           | 349,418.94     | 562,392.06     | 38%     | 526,154.20       |
|           | EXPENSE TOTALS                                  | 911,811.00     | 93,739.01     | (7,571.04)    | 666,594.98     | 252,787.06     | 72%     | 888,677.21       |
|           | Fund 0033 - Stormwater Utility Fund Totals      | \$0.00         | (\$49,360.12) | \$7,571.04    | (\$317,176.04) | \$309,605.00   |         | (\$362,523.01)   |
|           | Fund 0035 - Waste Management Fund               |                |               |               |                |                |         |                  |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT





# Budget Performance Report

Fiscal Year to Date 02/28/17

16.J.4

|                |                                        | Amended       | Current Month | YTD          | YTD          | Budget - YTD  | % Used/ |                  |
|----------------|----------------------------------------|---------------|---------------|--------------|--------------|---------------|---------|------------------|
| Account        | Account Description                    | Budget        | Transactions  | Encumbrances | Transactions | Transactions  | Rec'd   | Prior Year Total |
| <b>REVENUE</b> |                                        |               |               |              |              |               |         |                  |
|                | Department 00 - Revenue                |               |               |              |              |               |         |                  |
|                | Charges for Services                   |               |               |              |              |               |         |                  |
| 344.001        | Refuse Col Chge-Resident               | 780,000.00    | 64,809.00     | .00          | 518,244.00   | 261,756.00    | 66      | 759,010.63       |
| 344.002        | Refuse Col Chge-Comm                   | 125,000.00    | 10,943.34     | .00          | 87,689.71    | 37,310.29     | 70      | 128,590.53       |
| 344.003        | Sanitation Fee Penalties               | 15,000.00     | 1,358.12      | .00          | 11,225.44    | 3,774.56      | 75      | 15,897.93        |
|                | Charges for Services Totals            | \$920,000.00  | \$77,110.46   | \$0.00       | \$617,159.15 | \$302,840.85  | 67%     | \$903,499.09     |
|                | Miscellaneous                          |               |               |              |              |               |         |                  |
| 369.002        | Miscellaneous Revenue                  | 200.00        | .00           | .00          | 81.00        | 119.00        | 40      | 189.00           |
|                | Miscellaneous Totals                   | \$200.00      | \$0.00        | \$0.00       | \$81.00      | \$119.00      | 40%     | \$189.00         |
|                | Operating Transfers In                 |               |               |              |              |               |         |                  |
| 394.002        | Transfer from fund balance             | (47,291.00)   | .00           | .00          | .00          | (47,291.00)   | 0       | .00              |
|                | Operating Transfers In Totals          | (\$47,291.00) | \$0.00        | \$0.00       | \$0.00       | (\$47,291.00) | 0%      | \$0.00           |
|                | Sale of Assets                         |               |               |              |              |               |         |                  |
| 391.001        | Sale of Assets                         | .00           | .00           | .00          | 6,585.79     | (6,585.79)    | +++     | .00              |
|                | Sale of Assets Totals                  | \$0.00        | \$0.00        | \$0.00       | \$6,585.79   | (\$6,585.79)  | +++     | \$0.00           |
|                | Department 00 - Revenue Totals         | \$872,909.00  | \$77,110.46   | \$0.00       | \$623,825.94 | \$249,083.06  | 71%     | \$903,688.09     |
|                | <b>REVENUE TOTALS</b>                  | \$872,909.00  | \$77,110.46   | \$0.00       | \$623,825.94 | \$249,083.06  | 71%     | \$903,688.09     |
| <b>EXPENSE</b> |                                        |               |               |              |              |               |         |                  |
|                | Department 31 - Residential Sanitation |               |               |              |              |               |         |                  |
|                | Personal Services                      |               |               |              |              |               |         |                  |
| 400.101        | Regular Pay                            | 202,000.00    | 18,423.64     | .00          | 146,217.88   | 55,782.12     | 72      | 200,757.63       |
| 401.103        | Overtime                               | 20,460.00     | 636.46        | .00          | 16,549.32    | 3,910.68      | 81      | 18,860.63        |
| 401.109        | Seasonal City employee labor           | 58,000.00     | .00           | .00          | .00          | 58,000.00     | 0       | .00              |
| 405.114        | FICA                                   | 15,560.00     | 1,305.04      | .00          | 11,401.26    | 4,158.74      | 73      | 15,299.74        |
| 406.116        | Retirement                             | 23,760.00     | 2,146.38      | .00          | 18,403.19    | 5,356.81      | 77      | 23,401.03        |
| 408.125        | SCMIT Worker's Comp Ins.               | 15,000.00     | 6,858.62      | 6,858.62     | 20,753.57    | (12,612.19)   | 184     | 17,878.08        |
| 410.001        | Health Claims Cost                     | 46,200.00     | 4,142.16      | .00          | 34,320.80    | 11,879.20     | 74      | 43,847.10        |
| 410.002        | Health Claim Costs-Retire              | 14,300.00     | 1,062.92      | .00          | 8,458.48     | 5,841.52      | 59      | 8,238.48         |
| 410.003        | OPEB cost                              | 5,000.00      | .00           | .00          | .00          | 5,000.00      | 0       | 5,587.83         |
|                | Personal Services Totals               | \$400,280.00  | \$34,575.22   | \$6,858.62   | \$256,104.50 | \$137,316.88  | 66%     | \$333,870.52     |
|                | Supplies                               |               |               |              |              |               |         |                  |
| 500.101        | Supplies and Materials                 | 1,500.00      | 684.96        | .00          | 4,124.62     | (2,624.62)    | 275     | 3,823.18         |
| 500.102        | Equipment                              | .00           | .00           | .00          | (224.70)     | 224.70        | +++     | .00              |
| 501.101        | Uniforms and Clothing                  | 19,000.00     | 3,216.66      | .00          | 14,686.45    | 4,313.55      | 77      | 26,924.95        |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                 | Amended      | Current Month | YTD          | YTD          | Budget - YTD | % Used/ |                  |
|----------|---------------------------------|--------------|---------------|--------------|--------------|--------------|---------|------------------|
| Account  | Account Description             | Budget       | Transactions  | Encumbrances | Transactions | Transactions | Rec'd   | Prior Year Total |
| 515.121  | Safety Supplies                 | 2,000.00     | .00           | .00          | 784.77       | 1,215.23     | 39      | 1,601.85         |
|          | Supplies Totals                 | \$22,500.00  | \$3,901.62    | \$0.00       | \$19,371.14  | \$3,128.86   | 86%     | \$32,349.98      |
|          | Other Services & Charges        |              |               |              |              |              |         |                  |
| 600.110  | SCMIRF Property/Liab Ins        | 26,000.00    | 12,090.40     | .00          | 23,606.32    | 2,393.68     | 91      | 22,182.24        |
| 610.111  | Communications- Landline        | 300.00       | 22.99         | .00          | 106.51       | 193.49       | 36      | 140.05           |
| 610.112  | Postage                         | 150.00       | 48.88         | .00          | 327.42       | (177.42)     | 218     | 39.01            |
| 610.1110 | Communications- Wireless        | 500.00       | .00           | .00          | .00          | 500.00       | 0       | .00              |
| 620.114  | Advertising                     | 2,100.00     | .00           | .00          | 377.00       | 1,723.00     | 18      | 1,362.09         |
| 650.127  | Electricity                     | 881.00       | 98.77         | .00          | 774.77       | 106.23       | 88      | 1,026.28         |
| 650.128  | Water                           | 364.00       | 33.22         | .00          | 266.59       | 97.41        | 73      | 401.96           |
| 650.129  | Wastewater                      | 563.00       | 51.40         | .00          | 412.38       | 150.62       | 73      | 621.60           |
| 650.130  | Sanitation                      | 399.00       | 36.92         | .00          | 295.36       | 103.64       | 74      | 443.04           |
| 650.133  | Stormwater                      | 326.00       | 30.15         | .00          | 241.20       | 84.80        | 74      | 361.80           |
| 650.134  | Security Lights                 | 475.00       | 43.89         | .00          | 351.12       | 123.88       | 74      | 526.68           |
| 650.1271 | Electricity- Sales Tax          | 3.00         | .20           | .00          | 2.50         | .50          | 83      | 4.21             |
| 660.133  | Repairs & Maint. Services       | 4,000.00     | .00           | .00          | .00          | 4,000.00     | 0       | 2,246.67         |
| 660.136  | Container Repairs               | 5,000.00     | .00           | .00          | 2,232.31     | 2,767.69     | 45      | 5,202.65         |
| 660.139  | Fleet Services Materials        | 50,000.00    | 1,798.32      | .00          | 18,606.95    | 31,393.05    | 37      | 66,644.96        |
| 660.145  | Gasoline & Oil                  | 32,000.00    | 3,010.87      | .00          | 16,341.19    | 15,658.81    | 51      | 34,733.25        |
| 660.1362 | Roll-Out Purchases              | 20,000.00    | .00           | 3,907.65     | 17,026.56    | (934.21)     | 105     | 29,328.93        |
| 660.1391 | Fleet Services Labor            | 64,500.00    | 9,368.89      | .00          | 42,133.24    | 22,366.76    | 65      | 75,766.75        |
| 660.1392 | Fleet Svcs- Outside Vends       | 2,000.00     | .00           | .00          | 1,168.75     | 831.25       | 58      | 2,158.75         |
| 685.182  | Other Operating Expenses        | 2,500.00     | 231.68        | .00          | 2,105.73     | 394.27       | 84      | 3,044.39         |
| 685.183  | Depreciation                    | 69,020.00    | 4,559.06      | .00          | 37,858.40    | 31,161.60    | 55      | 56,275.31        |
| 685.190  | Landfill Fees                   | 26,000.00    | .00           | .00          | 1,085.97     | 24,914.03    | 4       | 22,775.80        |
| 686.189  | Employee Medical                | 1,800.00     | .00           | .00          | 45.00        | 1,755.00     | 2       | 480.00           |
| 686.195  | Repair/Maint Svc Contract       | 2,800.00     | 192.50        | .00          | 1,347.50     | 1,452.50     | 48      | 4,035.00         |
| 686.1895 | Employee wellness services      | 3,000.00     | 201.43        | .00          | 2,831.60     | 168.40       | 94      | 5,924.35         |
| 687.202  | Utility Billing Services        | 4,000.00     | 45.09         | .00          | 3,387.38     | 612.62       | 85      | 3,765.83         |
| 687.203  | Contract Services               | 5,000.00     | 5,137.81      | 20,095.24    | 41,087.77    | (56,183.01)  | 1224    | 1,512.00         |
|          | Other Services & Charges Totals | \$323,681.00 | \$37,002.47   | \$24,002.89  | \$214,019.52 | \$85,658.59  | 74%     | \$341,003.60     |
|          | Other Objects                   |              |               |              |              |              |         |                  |
| 720.001  | Provision for Bad Debts         | 1,500.00     | 125.00        | .00          | 1,000.00     | 500.00       | 67      | 5,396.55         |
| 720.005  | Loss on Asset Disposal          | .00          | .00           | .00          | 115,122.10   | (115,122.10) | +++     | .00              |
| 730.120  | Recycling Labor                 | 37,000.00    | 2,454.38      | 12,545.62    | 18,442.89    | 6,011.49     | 84      | 33,760.52        |

Attachment: Budget Performance Report - February 2017 (2251 : February 2017 Finance and IT



# Budget Performance Report

Fiscal Year to Date 02/28/17

|           |                                               | Amended      | Current Month | YTD           | YTD           | Budget - YTD   | % Used/ |                  |
|-----------|-----------------------------------------------|--------------|---------------|---------------|---------------|----------------|---------|------------------|
| Account   | Account Description                           | Budget       | Transactions  | Encumbrances  | Transactions  | Transactions   | Rec'd   | Prior Year Total |
| 730.122   | Recycling Operating                           | 12,000.00    | 291.23        | .00           | 4,448.16      | 7,551.84       | 37      | 9,050.56         |
| 795.001   | IT Internal Allocations                       | 7,000.00     | 761.69        | .00           | 4,293.37      | 2,706.63       | 61      | 6,205.52         |
| 795.995   | GF Cost Distribution                          | 77,200.00    | 6,433.33      | .00           | 51,466.64     | 25,733.36      | 67      | 77,175.96        |
| 7999.9999 | Principal Reclassified                        | (48,252.00)  | .00           | .00           | .00           | (48,252.00)    | 0       | .00              |
|           | Other Objects Totals                          | \$86,448.00  | \$10,065.63   | \$12,545.62   | \$194,773.16  | (\$120,870.78) | 240%    | \$131,589.11     |
|           | Capital Outlay                                |              |               |               |               |                |         |                  |
| 900.4100  | Vehicles                                      | 40,000.00    | .00           | 29,602.00     | .00           | 10,398.00      | 74      | .00              |
| 900.4200  | Heavy Equipment                               | 140,000.00   | .00           | .00           | 140,756.00    | (756.00)       | 101     | 321,077.00       |
| 900.4300  | Other Equipment                               | 38,500.00    | 18,971.88     | .00           | 18,971.88     | 19,528.12      | 49      | .00              |
| 9999.9999 | Assets Reclassified                           | (178,500.00) | .00           | .00           | (140,756.00)  | (37,744.00)    | 79      | (321,077.00)     |
|           | Capital Outlay Totals                         | \$40,000.00  | \$18,971.88   | \$29,602.00   | \$18,971.88   | (\$8,573.88)   | 121%    | \$0.00           |
|           | Department 31 - Residential Sanitation Totals | \$872,909.00 | \$104,516.82  | \$73,009.13   | \$703,240.20  | \$96,659.67    | 89%     | \$838,813.21     |
|           | EXPENSE TOTALS                                | \$872,909.00 | \$104,516.82  | \$73,009.13   | \$703,240.20  | \$96,659.67    | 89%     | \$838,813.21     |
|           | Fund 0035 - Waste Management Fund Totals      |              |               |               |               |                |         |                  |
|           | REVENUE TOTALS                                | 872,909.00   | 77,110.46     | .00           | 623,825.94    | 249,083.06     | 71%     | 903,688.09       |
|           | EXPENSE TOTALS                                | 872,909.00   | 104,516.82    | 73,009.13     | 703,240.20    | 96,659.67      | 89%     | 838,813.21       |
|           | Fund 0035 - Waste Management Fund Totals      | \$0.00       | (\$27,406.36) | (\$73,009.13) | (\$79,414.26) | \$152,423.39   |         | \$64,874.88      |
|           | Fund 0086 - Seized and Forfeited              |              |               |               |               |                |         |                  |
|           | REVENUE                                       |              |               |               |               |                |         |                  |
|           | Department 00 - Revenue                       |              |               |               |               |                |         |                  |
|           | Fines and Forfeitures                         |              |               |               |               |                |         |                  |
| 367.000   | Drug Enforcement Revenue                      | 2,000.00     | .00           | .00           | .00           | 2,000.00       | 0       | 35,241.11        |
|           | Fines and Forfeitures Totals                  | \$2,000.00   | \$0.00        | \$0.00        | \$0.00        | \$2,000.00     | 0%      | \$35,241.11      |
|           | Operating Transfers In                        |              |               |               |               |                |         |                  |
| 394.002   | Transfer from fund balance                    | 31,000.00    | .00           | .00           | .00           | 31,000.00      | 0       | .00              |
|           | Operating Transfers In Totals                 | \$31,000.00  | \$0.00        | \$0.00        | \$0.00        | \$31,000.00    | 0%      | \$0.00           |
|           | Department 00 - Revenue Totals                | \$33,000.00  | \$0.00        | \$0.00        | \$0.00        | \$33,000.00    | 0%      | \$35,241.11      |
|           | REVENUE TOTALS                                | \$33,000.00  | \$0.00        | \$0.00        | \$0.00        | \$33,000.00    | 0%      | \$35,241.11      |
|           | EXPENSE                                       |              |               |               |               |                |         |                  |
|           | Department 05 - Police                        |              |               |               |               |                |         |                  |
|           | Supplies                                      |              |               |               |               |                |         |                  |
| 500.101   | Supplies and Materials                        | 250.00       | .00           | .00           | 254.40        | (4.40)         | 102     | .00              |
| 501.101   | Uniforms and Clothing                         | 800.00       | .00           | .00           | 6.44          | 793.56         | 1       | 315.08           |
|           | Supplies Totals                               | \$1,050.00   | \$0.00        | \$0.00        | \$260.84      | \$789.16       | 25%     | \$315.08         |



# Budget Performance Report

Fiscal Year to Date 02/28/17

|          |                                         | Amended        | Current Month | YTD              | YTD              | Budget - YTD   | % Used/ |                  |
|----------|-----------------------------------------|----------------|---------------|------------------|------------------|----------------|---------|------------------|
| Account  | Account Description                     | Budget         | Transactions  | Encumbrances     | Transactions     | Transactions   | Rec'd   | Prior Year Total |
|          | Other Services & Charges                |                |               |                  |                  |                |         |                  |
| 610.1110 | Communications- Wireless                | 500.00         | .00           | .00              | .00              | 500.00         | 0       | .00              |
| 640.124  | Travel Expense                          | 1,000.00       | .00           | .00              | 380.34           | 619.66         | 38      | 918.32           |
| 660.133  | Repairs & Maint. Services               | 5,000.00       | .00           | .00              | .00              | 5,000.00       | 0       | 108.08           |
| 660.134  | Radio Repairs                           | 2,000.00       | .00           | .00              | .00              | 2,000.00       | 0       | .00              |
| 660.145  | Gasoline & Oil                          | 200.00         | .00           | .00              | 63.97            | 136.03         | 32      | 118.71           |
| 685.180  | Membership Dues and Fees                | 1,250.00       | .00           | .00              | .00              | 1,250.00       | 0       | 951.00           |
| 685.182  | Other Operating Expenses                | 6,000.00       | .00           | .00              | .00              | 6,000.00       | 0       | .00              |
| 685.186  | Training                                | 1,000.00       | .00           | .00              | 149.00           | 851.00         | 15      | .00              |
| 685.191  | Canine Unit Operations                  | 5,000.00       | .00           | .00              | 3,998.99         | 1,001.01       | 80      | 8,483.15         |
| 686.194  | Other Prof/Tech Services                | 10,000.00      | .00           | .00              | 1,000.00         | 9,000.00       | 10      | 4,000.00         |
|          | Other Services & Charges Totals         | \$31,950.00    | \$0.00        | \$0.00           | \$5,592.30       | \$26,357.70    | 18%     | \$14,579.26      |
|          | Department 05 - Police Totals           | \$33,000.00    | \$0.00        | \$0.00           | \$5,853.14       | \$27,146.86    | 18%     | \$14,894.34      |
|          | EXPENSE TOTALS                          | \$33,000.00    | \$0.00        | \$0.00           | \$5,853.14       | \$27,146.86    | 18%     | \$14,894.34      |
|          | Fund 0086 - Seized and Forfeited Totals |                |               |                  |                  |                |         |                  |
|          | REVENUE TOTALS                          | 33,000.00      | .00           | .00              | .00              | 33,000.00      | 0%      | 35,241.11        |
|          | EXPENSE TOTALS                          | 33,000.00      | .00           | .00              | 5,853.14         | 27,146.86      | 18%     | 14,894.34        |
|          | Fund 0086 - Seized and Forfeited Totals | \$0.00         | \$0.00        | \$0.00           | (\$5,853.14)     | \$5,853.14     |         | \$20,346.77      |
|          | Grand Totals                            |                |               |                  |                  |                |         |                  |
|          | REVENUE TOTALS                          | 30,034,294.00  | 3,432,942.10  | .00              | 18,563,400.42    | 11,470,893.58  | 62%     | 28,315,629.66    |
|          | EXPENSE TOTALS                          | 30,913,359.00  | 2,545,994.31  | 2,146,095.10     | 23,087,755.72    | 5,679,508.18   | 82%     | 28,598,966.77    |
|          | Grand Totals                            | (\$879,065.00) | \$886,947.79  | (\$2,146,095.10) | (\$4,524,355.30) | \$5,791,385.40 |         | (\$283,337.11)   |

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